

## SPECIAL MEETING

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT  
9732 Pyramid Hwy #407, Sparks, NV 89441

Wednesday, December 21, 2022

### MINUTES

Trustee Greg Dennis called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 6:00 p.m. Wednesday, December 21, 2022 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Greg Dennis, John Patterson, Don Otto, Dan Helton, and Larry Johnson. Also present were Shawn Kelly, Operations Manager; Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Patrick Mansfield, Legal Counsel.

2. **Public Comment:**

Robert "Bob" Gunn stated he lives at 3855 Amy Road, which is a little over a mile south of the junction of Wilcox Ranch Road and Amy Road. He said he was here tonight to request that the maintenance on that road was improved or increased. He said when he moved here 23 years ago, there were about four or five cars a day on that road and since that time other homes have been built there and the traffic's probably increased fivefold. He said he thought that section of road had last been graded in May of this year, and after that some of the shoulders were cleaned, but the road was not graded. When the road is graded, they put about maybe a couple of inches of DG across the top of the road, but in a week or two that disappears between the wind and the traffic, and it's back down to the rock and then it becomes washboarded. He suggested more frequent grading during the year.

Trustee Dennis asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

3. **Approval of Minutes - November 17, 2022:**

Trustee Johnson made a motion to approve the minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

4. **Payment of Bills and Other Financial Matters:**

a. **Transaction Report and Payment of Bills:**

Vickie DiMambro reviewed the transaction report (see attached). The total cash in all accounts was \$192,832.92. Income for the month was Consolidated Tax (CTX) \$46,585.40, and LGTA/Fair Share \$4,116.04.

Vickie reviewed several of the payments: 1) Sierra Nevada Construction \$285,502.00 for the 2022 Road Restoration Project that was partially paid with the ARPA subgrant funds; 2) Peterbilt Truck Parts & Equipment \$1,838.38 for Peterbilt transfer parts; and 3) Krane Techs Equipment Services \$3,900.00 for a replacement engine for the 2005 International water truck.

Vickie reported we did receive the ARPA subgrant funding of \$250,000, but that was after the date of this report.

Trustee Johnson made a motion to approve the transaction report and pay the bills. Trustee Patterson seconded the motion, and hearing no opposition, the motion passed.

**b. Estimated Operating Funds Report:**

Cathy Glatthar stated the Estimated Net Operating Funds for Road Improvements as of August 31, 2023 is \$376,524. She said as of December 12th, actual revenue was a little over \$10,000 less than estimated. She stated she would be watching the revenues and would report on any major discrepancies.

Note: Vickie DiMambro was excused and left the meeting at 6:08 p.m.

**5. Road Reports:**

**a. Road Operations and Maintenance Reports:**

[Operations Manager's Report - Period 11/14/2022 to 12/11/2022 and Roadwork and Requests Report - Period 01/01/2022 to 12/11/2022 (see attached)]

- Shawn stated everyone had the road reports that listed the work that had been done.
- Shawn said we've been getting some moisture and a lot of it's been freezing. Then we get some thaws.

Trustee Dennis said any roads with Class E base on it, at least in his area of the Valley, was still in excellent shape with the moisture content and were holding up.

- Trustee Dennis explained that Shawn puts out this monthly roadwork and requests report so we have a history of what's going on. The reason we started this database was so that when we did road improvements, we could come back and look and see how long it was between having to grade those roads when they were just dirt roads versus improved roads. So, now we have historical data.
- Trustee Johnson said he wanted to address a previous public comment by Mr. Gunn. He said he thought the situation Mr. Gunn found himself in was everywhere in the Valley. He explained he has had more traffic past his house on an hourly basis than he used to see in a week when he moved in 30 years ago. We do have a system in place by which you can [send in an email] and make a request for grading or you can call Shawn at 775-848-6788. He said that Shawn was really good at getting those priorities handled; normally within one to two weeks after a request is made. He added Shawn was extremely responsive in answering those requests.

Mr. Gunn thanked Trustee Johnson for his comments.

- Trustee Otto asked where were the hours that the graders have been running?

Shawn explained they've been taken off the report for months; the public sees the work that's getting done.

Trustee Otto asked why we can't have that?

Mr. Mansfield said to table it and put it on as an agenda item because that was getting into a specific item aside from road operations.

Trustee Otto said that's fine, we can do that.

- Trustee Otto asked since we've had frozen ground, have we had any of these ditch back slopes degrubbed? It's the perfect time to do it because the blade doesn't sink in. You can just skim over the top and rip those weeds off and brush them aside.

Shawn responded and said the ditching and escapes have been holding up, but any excess when it comes to tumbleweeds, haven't been touched. The only place they were removed was when they did the shoulder backing on the newly surfaced areas of Broken Spur and Sharrock.

Trustee Otto said the reason he was asking was because they had determined a good time to do it would be when it was frozen; that if you can't grade the road because it's frozen, it's a great time to get in and do those back slopes.

Trustee Dennis addressed Trustee Otto and asked if Trustee Otto was referring to removal of brush that's encroaching on the road or was in the roadway or was this weed removal? Because the GID is specific in our language that we're not in the weed abatement business in any way. We had that discussion; that 92 miles of removal of weeds back to the right-of-way was extremely expensive and we didn't want to approach that. He said he was trying to figure out if Trustee Otto meant we have brush that gets in the way because it grows back onto the road? He said you can even see that on Pyramid Highway with some of the brush growing real close, but he was questioning what Trustee Otto was thinking about there.

Trustee Otto explained he was not talking about willows and that right now; he was talking about just general back slope of the ditch and getting it cleaned up. He said for decades these back slopes had always been taken care of, and there's a lot of them that haven't been done for years.

Trustee Dennis said he has talked with Trustee Helton about the sagebrush growing back on the valley floor closer up to the road, and asked Trustee Helton if that correlated with what Trustee Otto was talking about?

Trustee Helton said it did and there were multiple reasons for removing that brush. He explained that some of the people who have been out here when the snow blows, the snow drifts to the height of the sagebrush that's left at the shoulders of the road. Some of our roads are lower than the grade that the sagebrush is, and therefore you get these large drifts due to the fact that the borrow pit and the back slopes have not been maintained for years. Some of that you can see on Right Hand Canyon; the brush is six feet tall on the sides of the road.

Trustee Helton said fire was another big reason; you can't pull off these roads right now because of the brush that's on the side.

In response to Trustee Dennis' question, Trustee Helton said the grader is the tool for that. It doesn't take any time and you should do it when the ground is frozen because you don't end up with a lot of dirt moving and you end up with just the brush disappearing.

Trustee Otto said we've talked about this before, and it should have already been on the agenda and we should already be doing it.

Trustee Dennis said he didn't have a problem with that kind of an idea, but he was concerned about how much time that's going to take? How many miles we're going to do? If there were specific roads that we ought to be looking at and get done or is it a general statement that all roads are going to be that way? We've got the roads out in the valley floor where, unless you want to spend a couple million dollars, we're never going to get enough dirt to fill the roads back up.

Trustee Helton stated when you're done grading, you can knock those borrow pits off in the back slopes really quickly. It'll take some more grader time, there's no doubt about it, but you can knock them down and you can create an area where a wife, a child, can pull off if they get a flat tire, or this type of thing; it's not that difficult, and you don't have fire issues.

Trustee Johnson said it was something that could be added to our wintertime operations.

**b. Status of Maintenance Building Project:**

Trustee Dennis explained Trustee Johnson requested that we put together a [list of estimated component costs] for the building. He referred to a handout (see attached), and he asked Trustee Johnson if the handout was adequate and if there were any questions?

Trustee Johnson referred to the estimated building project costs, and asked how many of these items do we have price quotations on?

Shawn stated all of them, except for "Miscellaneous." It's a 40' x 50' x 18' tall, 2,000 square foot building.

Trustee Dennis explained this building was already approved by the Board for him to go ahead and instigate or authorize and sign these contracts. He said he didn't want to do that until he came back and Trustee Johnson and the Board reviewed the list of estimated project costs and saw that our numbers were fairly sound and move forward on it.

Shawn stated since the project was okayed two years ago, we've gone up 14% in inflation.

Trustee Helton said he had a couple of questions: Is it going to be heated, and if so, where's the insulation, and what about a bathroom and water?

Shawn said in time they would get heat and the insulation was included in the cost of the building. He said they have a bathroom in the office trailer.

Trustee Otto stated he would like to see more than what we got here for information on this thing, a lot more detail; that he'd like to see the contract and what it includes, the breakdown. He said he was responsible for this money for the GID.

Shawn said the majority of these were just estimates because the contractors want to see the plans, and we can't get the plans until we put a deposit on the building. The deposit check is for \$14,584.25. Once the deposit is made, we will start getting our engineer-stamped building plans, anchor bolt plans, and foundation drawings.

In response to Trustee Otto's comment, Trustee Dennis said the Board gave him the responsibility to [work with Shawn and] get the project going, and if Trustee Otto wasn't here when we did the motion and the like, he couldn't help Trustee Otto with that.

Trustee Helton opined that there was going to be a lot more associated with this than just this. He said the Washoe County building permit was going to be more than \$2,500. Just the Parks and Recreation fee was going to be \$2,500, so he didn't know where that number came from.

Shawn said he had the Washoe County building permit rates. The electrical will be added later and the electrical permit can be pulled at a later date and costs an additional \$45. He explained they are currently working in the open air; they need the building now so they can work inside, out of the weather.

Trustee Dennis stated it may cost us a little more, but he didn't see any substantial increases in the total cost of the building. He said he would like to move forward on this building because we've been waiting quite a while. This building saves us a lot of maintenance even if we hire somebody to come in and work, they've got a roof over their head and they don't even charge as much when they have access to facilities, so they can get things done if we want to sub some work out once in a while. He said he thought it was a good thing for the community. He cited the example of the replacement engine for the water truck. To repair the existing engine would cost \$20,000 to \$30,000 and for \$3,900 Shawn found an engine with extremely low mileage on it and we're going to replace the old engine and save a lot of money. It's those kinds of things that workshop would come in handy to have. He explained he was totally the opposite two years ago, but he finally saw the value of having a shop and the cost savings.

Trustee Helton said he thought we were lost between the amount of labor we have to do the roads opposed to labor to repair things. When you got two guys that are trying to do 100 miles of road, you don't have time to put engines in trucks because they have to be out on the road.

Trustee Dennis said it's a compromise, and we talked about adding another third person at one point in time. He said his big concern was the Warm Springs area plan could cost us a whole lot more than if they just do nothing but create a new area plan with no way to pay for anything. Some of those things that he was facing, real important things that the GID needs to focus on so we don't lose money. He said he could show them the numbers on that kind of thing. It's not a perfect world out here, and he didn't think it was ever going to be, unless we got up to two or three million dollars a year, but he didn't know if we were ever going to get there. He said he would kind of like to know what the Board thought. He said he thought they ought to move ahead with that building. He said he could sign the [deposit] check, but he didn't want to just do it without hearing what the other Board members thought.

In answer to Mr. Mansfield's questions, Trustee Dennis said the building project had already been acted on.

Mr. Mansfield said then it didn't need to go up to public comment.

Trustee Dennis said this was already an action item, and we can have public comment on this item, too.

Mr. Mansfield said it was up to Trustee Dennis because it had already been acted upon.

Trustee Dennis asked for any public comments?

Matthew Lambert, 6275 Ireland Court, asked the Board to please wait or to hold off on spending the proposed \$150,000 on a building. He said he understood the intent of it and he thought it was a good intent, that it was trying to take care of the two employees that we had and to make sure that they had what they needed. He said he understood that, but what he didn't understand was if those two employees had a building ... how were we doing that when they should be grading the roads? He said he was not trying to say that talking down or anything, when it comes down to it, it's man hours; there's two employees. He said he didn't know what their job descriptions were. He said he believed they were State employees, but he didn't know how that worked. He said if their job description wasn't grader operator, because we only have two employees, then that probably needs to change. To spend \$150,000 on a building just didn't make sense. Please do not vote this through. Do not do this right now. He said he didn't think it's the best thing for us.

Tom Baker, 2200 Right Hand Canyon, said he agreed 100% with Mr. Lambert; there's no way that you can have two people who are supposed to do road work and have a building and do repair work; it just doesn't work. If you want to have a building for repair work, then you need to have somebody to work in it to do the repair work, and allow the people who are supposed to do the road work, to do the road work.

Larry Chesney, Rebel Cause Road, said he disagreed totally with both of the other speakers. We've banded this building around for over 2 1/2 years. He said 2 1/2 years ago, he was against it. Obviously, these two individuals don't understand the budget, they don't understand the amount of work that needs to be done on the roads, they don't understand that we cannot afford to contract out the maintenance on this equipment; we simply don't have the money. He said he believed it was time to go ahead with the building; let's get it up, and have a place out of the weather to park the water truck so it doesn't have to be drained every night, or a place to park the vacuum truck when they're doing culvert cleaning. That takes them 2 1/2 hours a day to drain the vacuum truck and empty it to keep it from freezing up overnight; there's another 30-40 thousand dollar piece of equipment. He said we go through this education cycle with these new folks that come around all the time that really don't understand the system of the GID and how poor the GID is financially, and why we're lucky enough to have a road manager who can do maintenance and they can find used diesel engines for a truck and when times available put it in the water truck because we don't have the money to buy a new \$75-85,000 water truck, but we can use that money on placing surface material on the roads. So we go through this [nonsense] with all these know-it-all, want-to-be road builders on a cyclical basis with the GID and truly they don't understand the system so they need a little more time and a little more experience and attend a few more meetings. Look at the budgets and understand the budgets before they start running around and saying we need Don's [Trustee Otto's] famous old moniker that we need more seat time in the grader. Yes we do, but unfortunately we can't do it all and we can't afford it all. He said he would suggest that we get on with this and get this building started, get these guys out of the cold, get our equipment in that can get frozen in the wintertime or when a vehicle needs to have an 800 pound radiator taken out of it, they're not doing it in 30-degree weather. He said the next thing that he was looking at, if we don't start having a place for this equipment to be maintained and a place where our crew can do the maintenance work, whether it be changing the oil or whatever in a decent

facility, then there's going to be OSHA violations and he'd be the first person to call it in to OSHA. He said he thought the Board needed to move on with this thing and get it done.

Trustee Dennis said the one reason that he looked into it and changed his mind, was we do not have the funds available to take and do everything and sub everything. If we could afford to do what the County does - they buy brand new equipment and they run it for a couple of to 10 years and they sell it. We have 20 year old equipment and if we were to try to buy new equipment and without someone around ... we're lucky that we have people that can maintain this equipment and put things together for us. It's a tradeoff and as he said at the beginning of the meeting, it's not a perfect situation where we can just do one thing, which is sub-out everything, without this GID going broke. We have to make concessions with regards to how we do business, and this was one of the concessions he thought was necessary. He talked about the high cost in dollars and downtime if repair work was subbed out, whereas, 90% of the time our folks here can handle the maintenance and repairs. He said he could not agree with the two gentlemen in the audience.

Trustee Johnson said, like Mr. Chesney, a couple of years ago he looked at this critically. He said he has sat on this Board through a couple of generations of operations managers and crews with various abilities. We looked at farming out maintenance several years ago before Shawn came on. With the hiring of Shawn, things changed, evolved, they're different a bit than the way they ran ten years ago where practically everything was farmed out. We had mobile equipment maintenance companies come out, we took time to deliver equipment into Cashman Equipment; the downtime back then was unacceptable, it was astounding. Part of it has to do with the age of our equipment, and thanks to Shawn, so much of our old, dilapidated equipment is gone, and there is a continual upgrade of equipment to where our maintenance costs actually have been less and less. Shawn's mechanical abilities and his training of Chuck along those lines also have saved this district tremendous sums of money compared to either having mobile maintenance companies come out or taking equipment into mechanical shops in town. Shawn has saved us so much money, and that is just purely fact. He said when this started out a couple of years ago, when Shawn was fairly new here, he thought why would we need a maintenance building? He said he has changed his mind simply by watching the amount of maintenance work that our crew does in-house, and that maintenance costs that they incur is a fraction of what we would do with either having a mobile maintenance company come out or delivering that equipment to town. He said Shawn's made a believer out of him as to the need for this building. He said he thought the cost of a mobile company coming out to do what Shawn does in-house, you're going to pay for that building, in the difference in cost, within a couple of years. At that point, it is, by far, the most cost-effective approach, and that's coming from somebody who was a non-believer a few years ago to this point in time.

Trustee Dennis said he had the authority to go ahead and sign that [deposit] check.

Trustee Johnson interjected and said he didn't think Trustee Dennis needed any additional motion. This was for informational purposes.

Trustee Dennis said he could see there were people for and against, but he was for moving ahead with this building so we can get it done. He said he should have done it last month, but Trustee Johnson wanted these numbers, so he got the numbers.

Trustee Johnson agreed and said he wanted to see if we were going to be within our original budget of what we had approved.

**c. Surfacing Roads with Aggregate Material - Planning, Implementation, and Funding:**

Trustee Dennis explained one of the things that we've looked at doing and continuing to do is Class E base. He asked Shawn to give an update on the availability of Class E base.

Shawn stated he was at Teichert last week and they had 5,000 to 7,000 tons of Class E on the ground, and he believed we should take advantage of that. He asked for \$100,000 be allocated so they could get going on the Class E again. He explained they were averaging \$12,000 a mile for material and trucking, but now, with inflation and fuel surcharges, they were averaging about \$20,000 a mile.

Trustee Dennis explained the reason we have such wonderful improvements on our roads is because we have gone to this Class E material. He said Trustee Johnson has looked at it substantially with regards to the gradations and what we need and the compaction of it. He said he didn't know if we were going to have any arguments if we went to a Type 2 base which is the typical highway base. It has far more rock in it and it doesn't have the cohesion that works that well on our roads ...

Trustee Johnson interjected and said which means that our roads will washboard fast.

Trustee Dennis said yes, real fast, plus all the rock goes off the side of the road and then you don't have any fines to bring back onto the road.

Trustee Helton said Type 2 base takes mag-chloride better than Class E; there are much more fines in Class E, so it doesn't take mag very well, it turns to mud. He said Type 2 takes mag perfectly; that's what it's made for and it's better for that reason. But he understood Type 2 costs more money.

Trustee Dennis said the gravel goes off the off the road and then we don't have any fines to bring back and then it corduroys even faster. We looked at it and there's no perfect solution but the cheapest way to go is still our Class E.

Trustee Johnson explained, with that caveat, addressing Trustee Helton's issue, we need to watch the minus 200 fraction in our Class E. Wilcox Ranch is the classic example there; much of Wilcox Ranch performed, with the mag-chloride, with the moisture we got, perfectly. However, by the time we get to the bridge and closer to Quaking Aspen, and so forth, the minus 200 was creeping up in there, and at that point, we got that slimy surface. He said it was something they had to watch; it was a delicate balance.

Shawn said we were beholden to the loader guy at the pit as to what gets loaded onto the trucks.

In answer to Trustee Otto's question, Shawn stated the current cost per ton is \$6.85.

Trustee Johnson said Type 2 base is almost twice the cost of the Class E.

Trustee Johnson agreed with Trustee Helton's comment that there are areas where Type 2 base should be used. He added, those areas where we're in deep-rutted clay, the Type 2 base is a superior material, whereas where we have rocks poking through the subgrade, the Class E is a superior material; Shawn knows the drill.



Shawn stated he would suggest in some areas to put down a good layer of the Class E and then do a thin layer of Type 2 base on top of that and then we should have a little bit less sticking and so forth.

Trustee Dennis said more experiments; when Trustee Johnson did the chip seals, we learned and we now have an excellent process for keeping up the chip seal. Some things aren't perfect and some things take a little bit of experimenting and he thought it was worthwhile to keep up with the Class E. He asked how much did the Board want to budget for Class E?

There was some discussion about the Class E material gradations and whether or not the GID had any control over the grade of the material we get.

Trustee Otto reiterated his suggestion that the grader operator do mixing on the ground. It's the ability of the grader operator to keep up with this; maybe cut back on the amount of trucks you order for the day to make sure that you can mix.

In response to Trustee Otto's question, Shawn stated that Teichert doesn't want to sell the material to us ahead of time.

Shawn clarified that the \$100,000 for material and trucking would cover approximately five miles of road; and that's a thicker layer of material than we used to put down.

Shawn explained the five miles would include finishing topping off Wild Horse; it's already got a little bit on there, but again, we don't want to scrape that road and risk getting any of the underlying rocks popping up and getting involved with the new material.

Trustee Otto said he was for getting prepped for laying down more Class E.

Trustee Johnson opined that for this next 30 days there was a lot of winterizing that should be done before we put any more surfacing down and this should wait and be accepted at the January meeting.

Trustee Dennis asked Cathy to have this on the agenda for the January meeting.

**d. Broken Spur Road Improvement Project:**

Trustee Dennis asked if this item could be postponed until next month?

Trustee Patterson agreed.

George Boyce, in the audience, commented that most of all the money is going to the east side of the Valley, and he didn't see anything on the agenda to do anything on the west side of the Valley. He said most of the people are on the east side of Valley, but the west side of the Valley also pays tax and we're not getting our deal. You just spent over \$280,000 on the last project over there, and he doesn't know how much you were planning on spending on Broken Spur, but he's sure that the west side of the Valley should get small projects. He said he thought this Board should consider maybe for every \$500,000 you spend on the east side, you spend \$50,000 on the west side on some project.

Trustee Otto asked Mr. Boyce if he had driven Broken Spur?

Mr. Boyce said he hadn't and that's not the point. The point is that you on the Board are appropriating money for the east side, and he wasn't against them improving Broken Spur, what he was against is all the money that you are spending on the east

side and not a cent is being spent ... you spent something like \$75,000 to put road gravel on Rangeland, and that was the last project you've done over there of improvement. You continually do projects on the east side and you're not considering projects over here on the west side.

Trustee Otto said he had a question about the road maintenance on Broken Spur. He said he drove it again tonight and it's still the same old tremendous washboard. He asked when was the last time that washboard was graded?

Shawn said Trustee Otto had the report in front of him. We've been working on the Broken Spur project for quite a while. There is no traffic that actually lives in the middle. The residents have a brand new [section of asphalt] road going out towards [Sharrock]. We've been waiting for this project to go through. He explained that dirt section doesn't hold together very well because it's all duff; as you can see, a lot of the blowouts.

Trustee Otto said he knew it's hard to keep it good, but we should at least hit that thing once every other month.

Shawn said there's already a road request out there.

Trustee Johnson said regardless of whether anybody lives in that central portion or not, that piece needs to be periodically graded.

Trustee Dennis said we'll take care of it then.

Trustee Otto added that he was more into we rather than being reactionary, we be proactive.

## **6. Old Business:**

### **a. Current and Future Development Impacts, Funding Needs and Recommendations About Washoe County Warm Springs Area Plan or Specific Plan Area:**

#### **i. Warm Springs Area Plan and Warm Springs Specific Plan Updates:**

#### **ii. Palomino Farms/Truckee Meadows Water Authority (TMWA) Feasibility Study**

#### **iii. Discussion of and Possible Language for a New Resolution to Establish Parceling/Division of Land (Second Division) Requirements for Properties Within the District Boundaries and the Specific Plan Area (SPA):**

Trustee Dennis said this item could be postponed to next month.

### **b. Update on the First American Rescue Plan Act (ARPA) Subgrant from Washoe County and Possible Second Subgrant Request:**

Trustee Patterson stated he knew that the GID was paid the \$250,000 for the subgrant from Washoe County on December 15th. We still have an active grant portal open with the County; it hasn't been closed out yet but hopefully by the next meeting that will be closed out. He said he will make another request to the Assistant County Manager, like he promised, for more funds out of the ARPA money. He didn't know what they'll say; he'll make the request and report back possibly at the January meeting.

Trustee Dennis said he had one other request: there was approximately \$30,000 that we spent over and above to additionally supply funds for this project, and he has seen and listened to the County where they have actually gone over on their subgrant projects and are requesting additional reimbursement for the overage. He asked if Trustee Patterson could get our grant writer to put in a request for that amount of money.

Trustee Patterson said right now, Cathy and him were the grant writers. He said he agreed with Trustee Dennis and thought it was a good angle to use and he would use it.

**c. Maintenance Agreement Letter to the Virginia Peak Communications Site Users:**

Trustee Dennis stated he had not worked on this item. One of the things he was looking at was the new area plan and what's going on with the County and the like, because he wanted to see that integrated into the area plans with the County and the updates as to how the County is going to maintain those roads. So, there's still a lot of politics to be done, and he thought they could see where he was going with it.

**7. New Business: None**

**8. Judicial/Government Affairs:**

Mr. Mansfield said he didn't have anything for action, but he did have some clarification on the issue with the ballot and the election. Everyone is probably aware that there were three open seats, but the actual ballot called to vote for two candidates. Cathy had written the Registrar, but they didn't get back to her. He said he subsequently emailed them and they finally got back to us and this is the statement from Jamie Rodriguez, the Registrar of Voters:

*I apologize for the delayed response, after discussions with our District Attorney's office and per the canvass of the vote approved by the Board of County Commissioners on Friday we have declared the top 3 vote recipients as those elected to the 3 open seats on the Palomino Valley General Improvement District for the 2022 General Election. Making the 3 elected to the GID to be Tom Baker, Gregory Dennis, and Dan Helton.*

Cathy Glatthar added that there were three open seats and two of them were for full four year terms and one was for the balance of a four year term that had two years left. The two top vote getters, Tom Baker and Greg Dennis, get the four year terms, which start 2023 and go through 2026, and then Dan Helton will get the remaining two year term for 2023 through 2024.

**9. Calendar Review: Cathy Glatthar reviewed the upcoming items:**

- Next month's meeting will be on January 19, 2023.
- Vickie will have the Quarterly Economic Survey ready to be signed at that meeting; it is due by February 14th.
- We will have the election of officers on the January agenda.
- Cathy said she has already submitted the insurance renewal application forms for the POOL/PACT; that's our liability and vehicles and equipment insurance.

- The three, newly-elected Trustees will have to have their oath of office and swearing in done before the January meeting in order to sit on the Board.
- All Trustees need to do their annual filings of the Financial Disclosure Statement and Contributions and Expenses Report. The three newly-elected Trustees will have to do their Acknowledgement of Ethical Standards (that's just done once per term). All those reports are due by January 15th.

Trustee Johnson clarified that those reports can't be submitted before January 1st.

Cathy Glatthar agreed and said in the past there's been some confusion as to which year they were being filed for if you filed before January 1st.

- Vickie will be sending two hardcopies of the audit to the Department of Taxation and a digital file to the Washoe County Clerk.

**10. Correspondence: None**

**11. Public Comment:**

- Larry Chesney, Rebel Cause Road, thanked Trustee Johnson for putting in 12 years of his life, if not longer, and devoting it to a black hole called the Palomino Valley General Improvement District. These roads have improved tremendously in Trustee Johnson's tenure and Trustee Johnson influenced the hiring of the good work crew that we have now, and he commended them for the work that they've done. These roads are in the best shape that they've been in in the 17 years that he's lived here, and they continue to improve. He said he applauded the Board for the work that they've done. He thanked Trustee Johnson very much.
- Trustee Dennis thanked Trustee Johnson and said he thought everyone here gives Trustee Johnson a big thank you. He said he's learned a lot.
- Cathy Glatthar personally thanked Trustee Johnson for his many years as a trustee on this Board and what he brought to the Valley: Cape seals, chip seals, asphalt surfacing that we may never have seen without his knowledge and experience on that topic. She also thanked him for the many, many hours he spent as a trustee, all volunteer hours, and the work he did to get us the FEMA money after the 2017 flooding; we wouldn't have had that without Trustee Johnson 's hard work in getting the information that we needed to submit for reimbursement.
- Shawn Kelly thanked Trustee Johnson and said many times Trustee Johnson has walked behind our patch truck with a rake. Trustee Johnson has come out and shoveled, he's been to the Ironwood well and burned weeds, he has put in so many walking hours, and so many man hours. He told Trustee Johnson that he was truly thankful for what Trustee Johnson had done, too, in the time that he's been here. Thank you very much.
- Trustee Johnson said this was his last meeting; 12 years. We have come a long way. We've got over 16 miles of surfaced roads that were either terribly deteriorated or in dirt, one or the other, we've fixed so many of our drainage issues, where we flooded roads every time we had any kind of a storm at all, the Type 7 surfacing, the base surfacing, and so forth. We're picking off roads, a few each year, and he expected to see in the next decade that effort to continue under the new Board and this thing just continue to get better and better. He said he was very proud of what has happened in the past 12 years, but at the same time, it's a great team effort. We

fight like dogs and cats and so forth like that at times, but at the same time, the end product is for the betterment of the Valley. Just look at the increase in property values for everybody who lives on those Cape-sealed roads now; it is rather incredible. When I came here, decades ago, there were limited insurance companies that would even issue home insurance policies because of our road system, and nobody has been turned down by an insurance company in the past few years; we've come a long way, and there's a long way to go. Again, a great team effort by all the Board, and Shawn and Chuck. He said he was still a neighbor, and he still had a whole bunch of expertise locked in his head, and he pledged if it was the Board's desire, for technical consultation, he would always be available to the Board; obviously at no cost and the same volunteerism that's got us to where we are today. He thanked everybody.

- Trustee Otto addressed Trustee Johnson and said he appreciated that tremendously about the future and thank you very much for all your hours; the countless hours over 12 years Trustee Johnson put into this; that's a long haul with a lot of goods and bads, and he appreciated Trustee Johnson pulling through it and then offering to help in the future; that's awesome. Thank you very much.
- Trustee Patterson addressed Trustee Johnson and asked that when he's trying to put these contracts together for the pavement projects in the future, please take my phone calls.
- Trustee Helton addressed Trustee Johnson and said the times driving around out here seeing somebody turn around backwards with a shovel and raking and then finding out it was Trustee Johnson each time was amazing, each time.
- Trustee Dennis said to Trustee Johnson, from all of us, thank you very much.

Trustee Dennis asked if there were any further public comments? Hearing no requests, he moved to the next agenda item.

**12. Board Member and Staff Items:**

Trustee Dennis thanked the people for coming here today, and said their comments were very good; he appreciated it.

- 13. Adjournment:** Trustee Johnson made a motion to adjourn the meeting. Trustee Patterson seconded the motion, and hearing no opposition, the meeting adjourned at 7:18 p.m.

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT**

**TRANSACTION REPORT AS OF DECEMBER 12, 2022**

Submitted by Vickie DiMambro, Bookkeeper

<b>Total of all Bank Accounts:</b>	<b>Balance as of December 12, 2022 - Almost CD #5010</b>	<b>172,109.25</b>
	<b>Balance as of December 12, 2022 - A/P / General Ckg #4179</b>	<b>723.67</b>
	<b>Balance as of December 12, 2022 - Payroll #4430</b>	<b>20,000.00</b>
	<b>Balance as of December 12, 2022 - Petty Cash</b>	<b>0.00</b>
	<b>Total Cash In All Accounts</b>	<b>192,832.92</b>

<b><u>Wells Fargo - Almost CD #5010</u></b>	<b>Balance as of November 14, 2022</b>	<b>438,657.41</b>
Income for the Month		
Ad Valorem/Property Tax	0.00	
Consolidated Tax (CTX)	46,585.40	
LGTA/Fair Share	4,116.04	
Other Income	0.00	
TOTAL	50,701.44	
Interest Income	14.37	50,715.81
Transfer to Wells Fargo #4179	(291,250.00)	
Transfer to Wells Fargo #4430	(26,013.97)	(317,263.97)
	<b>Balance as of December 12, 2022</b>	<b>172,109.25</b>

<b><u>Wells Fargo - A/P / General Ckg #4179</u></b>	<b>Balance as of November 14, 2022</b>	<b>772.63</b>
Transfer from Wells Fargo #5010	291,250.00	
Interest Income	2.49	291,252.49

NAME	CK #	AMOUNT	DESCRIPTION	
Sierra Nevada Construction	10013	285,502.00	2022 Road Restoration Project (Partially paid with ARPA Subgrant	
Catherine Glatthar	10019	1,581.40	Secretarial Services \$1,215.00, Accounting/Financial \$280.00, Office Supplies \$11.40, Public Relations \$75.00	
Flyers Energy	10020	3,056.88	Fuel	
Pyramid Business Services	10021	1,161.17	Bookkeeping/Payroll \$1,002.50, Office Supplies \$158.67	
<b>TOTAL</b>		<b>291,301.45</b>		<b>(291,301.45)</b>
			<b>Balance as of December 12, 2022</b>	<b>723.67</b>



## ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

### ATTACHMENT - 12/21/2022 Meeting - Agenda Item 4.b.

Total Cash in all Bank Accounts as of December 12, 2022		192,833	
ARPA Subgrant Award		250,000	
Additional Revenue Expected Through August 31, 2023		638,813	
<b>ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023</b>			<b>1,081,646</b>
<b>LESS</b> Average Monthly Expenses (\$35,000) x 8.5 Months		-297,500	
<b>LESS:</b>			
Capital Outlay FY21&22 Carryover + FY23 \$266,248*; [*\$5,000 for 2 Pickup Trucks from TMFire (Pending)];			
Unexpected Repairs (\$5,000/mo x 8.5 mos); Class E \$2,418;			
Workers' Comp \$1,728 (Feb, May) & \$2,000 (Aug);			
Insurance \$12,000 (July); Mag-chloride \$19,000		-347,622	
<b>LESS</b> Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
<b>ESTIMATED EXPENSES &amp; RESERVES THROUGH AUGUST 31, 2023</b>			<b>-705,122</b>
<b>ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023</b>			<b>376,524</b>
<b>Additional Revenue Expected Through AUGUST 31, 2023:</b>			
From 2022/2023	Figures Used for		
<u>Final Budget</u>	<u>Est Op Funds Rpt</u>		
340,854	340,000	Ad Valorem	Jan '23 thru Aug '23
645,531	615,000	CTX	51,250 x 9
40,000	42,000	LGTA	3,500 x 9
<b>1,026,385</b>	<b>997,000</b>		<b>638,813</b>
	<b>-29,385</b>	<b>Difference between Budget and Estimated Operating Funds Report Projected Revenues</b>	
<b>MONTHLY EXPENSES:</b>			
	Average	Actual	Difference
Payroll	18,000	17,427	573
Other (non Road Maint)	17,000	10,486	6,514
	35,000	27,914	7,086
			A/P Acct Exps
Capital Outlay		4,300	P/R Acct Exps
Road Maintenance		285,502	Petty Cash Exps
	<b>TOTAL EXPENSES</b>	<b>317,716</b>	<b>317,716</b>



**REVENUE - ACTUAL AND ESTIMATED**

NOTE: As of 12/12/2022, Actual Revenue was LESS Than YTD Estimated By: **-\$10,443.18**

**AD VALOREM** (Normally received around the 10th of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
at 09/12/22 (35%)	119,000.00	0.00	-119,000.00	-119,000.00
9/15 and 10/13/22	0.00	129,562.84	129,562.84	10,562.84
11/07/22 (21%)	71,400.00	64,374.03	-7,025.97	3,536.87
at 12/12/22	0.00	0.00	0.00	3,536.87
January	0.00			
February (21%)	71,400.00			
March	0.00			
April (21%)	71,400.00			
May	0.00			
June	0.00			
July (2%)	6,800.00			
August	0.00			
	<b>340,000.00</b>	<b>193,936.87</b>	<b>-146,063.13</b>	

**CTX** (Normally received at the end of the month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/28/2022	51,250.00	45,936.66	-5,313.34	-5,313.34
10/26/2022	51,250.00	47,237.89	-4,012.11	-9,325.45
11/28/2022	51,250.00	46,585.40	-4,664.60	-13,990.05
December	51,250.00			
January	51,250.00			
February	51,250.00			
March	51,250.00			
April	51,250.00			
May	51,250.00			
June	51,250.00			
July	51,250.00			
August	51,250.00			
	<b>615,000.00</b>	<b>139,759.95</b>	<b>-475,240.05</b>	

**LGTA** (Normally received mid-month)

Payment Posted Date	Estimated	Actual	Difference	YTD Difference
9/16/2022	3,500.00	377.00	-3,123.00	-3,123.00
10/18/2022	3,500.00	6,016.96	2,516.96	-606.04
11/16/2022	3,500.00	4,116.04	616.04	10.00
December	3,500.00			
January	3,500.00			
February	3,500.00			
March	3,500.00			
April	3,500.00			
May	3,500.00			
June	3,500.00			
July	3,500.00			
August	3,500.00			
	<b>42,000.00</b>	<b>10,510.00</b>	<b>-31,490.00</b>	

## PVGID OPERATIONS MANAGER'S REPORT

Report Period 11/14/2022 to 12/11/2022

ATTACHMENT: 12/21/2022 Meeting - Agenda Item 5.a.

### ROADS GRADED AND/OR COMPACTED:

1. Broken Spur (N)
2. Prairie: Winnemucca Ranch to Big Dog
3. Wilcox Ranch: Crazy Horse to Quaking Aspen
4. Crossover: Wild Horse to Twin Springs
5. Grey Van
6. Rebel Cause
7. Two Forty
8. Hockberry
9. Amy: Whiskey Springs to James Ranch - Recover the Class E where native soil came through with 300 yards of Class E
10. Sage Flat
11. Jackrabbit (S)

### OTHER ROAD WORK:

1. Sharrock: Amy to Broken Spur, Edge reinforcement
2. Broken Spur: Sharrock to Morgan Ranch, Edge reinforcement
3. Whiskey Springs: Pyramid to just past Broken Spur, Restripe painted lines
4. Ironwood: Pyramid to Ironwood Pit, Restripe painted lines
5. Ironwood @ Amy: R&R stop sign
6. Whiskey Springs: Reinstall "Water Over Road" sign at dip
7. Whiskey Springs @ Grass Valley: Reinstall Arrow signs that were taken out by car crash
8. Axe Handle: Snow Removal
9. Curnow Canyon: Snow Removal

### OTHER:

1. Office work
2. Attend Meeting
3. Post Agenda
4. Road Surveys
5. Town for parts
6. Misc. Yard work
7. Monthly Vehicle hours / mileage and well readings
8. Holidays
9. Misc. Shop Building Estimates

### EQUIPMENT:

1. 00 Peterbilt Transfer: Coolant leak from oil cooler, R&R oil cooler, fill with new coolant, and pressure check system for leaks; Change oil, oil filter and air filter; Lube chassis; Repair flat tire
2. 97 Vactor: Bad batteries, R&R
3. 96 Peterbilt Bobtail: Bad batteries, R&R
4. 88 GMC Dump: HVAC blower motor inoperable, R&R; Change oil and oil filter
5. 05 IR Compactor: Install company radio
6. 90 621 Loader: Replace multiple lights that were inoperable
7. 01 F450 Pickup: Change oil and oil filter
8. 03 770 Grader: R&R Cutting edges

2022 MONTHLY ROADWORK AND REQUESTS REPORT

Report Compiled by Cathy Glatthar from Monthly Operations Manager's Reports

ROADWORK: G=Grading (Incl Watering, Compacting, Escapes), CE=Class E, D=Ditching, CC=Culvert Cleaning, CI=Culvert Install, W=Watering, AM=Asphalt Maint (Patching, Crack Sealing, Striping, Shouldering, Sweeping, etc.), SR=Snow Removal, MC=Mag-chloride, CS=Chip Seal, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, DG=DG Added, R=Request Received

			2022 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57				R			CE prtl	G				G/CE prtl
P	Amy (James Ranch - Ironwood)	0.88	CC(1)					AM	CS					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	CC(3)		R prtl		G prtl			RGMC prtl	MC prtl			
UP	Amy (S) (Wilcox Ranch - End)	1.4	CC(1)	D				G						
UP	Anniversary	0.5				G						R/G		
P	Axe Handle (Pyramid - Curnow Canyon)	3	SRx2						CS prtl	CC(1)				SR
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2												
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25	SR			G				R		R	R/G/CE	
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25	SR			G							G	
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6							G					
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												G
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	G		R	G		R	R/G			R/G	R	R
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12			R	G		R	R/G prtl			R/G prtl	R	R
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9			R	AM						AM/EP	CS	AM
UP	Chantry Flats	1.1		D				G	G			G/D/DG		
UP	Chieftan (Pasture View - Vista Trail)	0.8											R	
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	CC(1)	D				G						
UP	Crazy Horse (Yellow Tail - End)	0.37		D										
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6									R		R/G	G
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	R/SRx3					G				R	G	SR
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	R/SRx3					G				R	G	SR
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	R/SRx3					G					G	SR
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	D			R/G		R	G		G prtl			
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25				R/G			G prtl		G prtl			
UP	Grass Valley (Pyramid - Wayside)	2.6					G prtl							
UP	Grass Valley (Wayside - Whiskey)	0.5					G		G				R/G	

2022 MONTHLY ROADWORK AND REQUESTS REPORT

2022 Operations Manager's Report Date														
P=Paved UP=Unpaved	Road Segment	Miles	01/16	02/13	03/13	04/17	05/15	06/12	07/17	08/14	09/11	10/16	11/13	12/11
UP	Grass Valley (S) (Whiskey - Turf Farm)	0.8												
UP	Grass Valley (Sharrock N - Turn Around)	0.8												
UP	Grey Van (Range Land S - End)	1.2	G			R	G			G			G	Comp
UP	Hay Canyon	0.3												
UP	Hockberry	1	CC(1)				G						G	Comp
P	Ironwood (Pyramid - Ironwood Crossover)	0.7	AM			AM								AM
P	Ironwood (Ironwood Crossover - Pit)	2	AM			AM								AM
P	Ironwood (Pit - Amy)	2.2	D/AM	CC(1)	R	AM		AM	AM/CS	AM				Sign
UP	Ironwood (Crossover/Little)	1						G						
UP	Jackrabbit (S)	0.5							G					R/G
UP	Jackrabbit (N)	0.5							G					
UP	Lost Spring	1							G					
UP	Mid	0.3		D							R			
UP	Morning Dove	0.2												
UP	Pasture View (Whiskey - Sharrock)	1.5										G		
UP	Pasture View (Sharrock - South End)	0.5										G		
UP	Pasture View (N)	0.8				R/G						G		
UP	Peak (E - W)	0.7				G			G			G		
UP	Peak (N - S)	1.7							G		Sign			
UP	Pioche	0.2												
UP	Piute Creek (Whiskey - Turn)	0.5										R		
UP	Piute Creek (Turn - Stop/2155 PCRd)	1.2	SR											
UP	Pony Springs	0.8												
UP	Prairie (Winnemucca - Big Dog)	0.45				G/CE/MC								G
UP	Prairie (Big Dog - Jackrabbit)	0.55				G/CE/MC								
UP	Quaking Aspen (Wilcox - O'Hara)	2		D		R	G/D	R	R	G	CE/ER/MC	MC prtl		
UP	Quakng Aspen (O'Hara - Microwave)	1.4	R					R	R					
UP	Quaking Aspen (Microwave - Rossow)	1						R						
UP	Quaking Aspen (Rossow - Mtn Aspen)	0.9												
UP	Range Land (Pyramid - Cattle Guard)	0.03					Ctl Grd			G				
UP	Range Land (Cattle Guard - Easy Jet)	0.37		CE	MC	MC				MC				
UP	Range Land (Easy Jet - Grey Van)	0.5		CE	MC	MC	AM			MC				
UP	Range Land (Grey Van - Rebel Cause)	0.5	G	CE	MC	MC				G/MC			G	
UP	Range Land (Rebel Cause - Peak)	0.5	G	CE	MC	MC				G/MC				
UP	Range Land (Peak - Winnemucca)	1	G	G		G		G					G	



PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

ATTACHMENT - 12/21/2022 Meeting - Agenda Item 5.b.

**METAL BUILDING PROJECT**

Approved Estimated Building Project Budget: \$150,000

Estimated Building Project Costs:

WC Building Permit	\$2,500
Metal Building	\$58,700
Concrete Work	\$41,100
Erection	\$31,000
Miscellaneous	\$11,000
WC Electrical Permit	\$45
Electrical	<u>\$5,000</u>

Estimated Total Costs: \$149,345

Estimated Remaining Balance: \$655