

## **SPECIAL MEETING**

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

**Thursday, August 17, 2023**

### **MINUTES**

Trustee Tom Baker called the special meeting of the Palomino Valley General Improvement District (PVGID or GID) to order at 5:04 p.m. Thursday, August 17, 2023 at 21555 Pyramid Highway, Reno, Nevada.

1. **Roll Call:** Trustees present were Tom Baker, John Patterson, Greg Dennis, Dan Helton, and Don Otto. Also present were Cathy Glatthar, Assistant to the Board (by phone); and Frank Flaherty, Legal Counsel.
2. **Public Comment (limited to three minutes per speaker):**

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

3. **Retire to Closed Session:**

Cathy Glatthar explained she had a "script" for the Trustees to follow. She explained there would be four separate audio recordings and that she would combine recordings one and four, and two and three would be the separate closed sessions.

Trustee Dennis made a motion to go into a closed session, to consider the character, professional competence, and performance appraisals of employee, Charles Blower and, immediately thereafter, Operations Manager, Shawn Kelly. Trustee Helton seconded the motion, and hearing no opposition, the Board went into the closed session.

### **Reconvene for the Open Session of the Special Meeting.**

Trustee Tom Baker called to order the open session of the special meeting at 6:16 p.m.

1. **Roll Call:** Trustees present were Tom Baker, John Patterson, Greg Dennis, Dan Helton, and Don Otto. Also present were Cathy Glatthar, Assistant to the Board (by phone); Vickie DiMambro, Assistant to the Secretary/Bookkeeper; and Frank Flaherty, Legal Counsel.
2. **Public Comment:**

- George Boyce asked who decided to grade Range Land Road? They made a mess of it and he wanted to know when they were going to send the crew over to fix all the damage?

Mr. Flaherty said the Board was not required to respond to public comment, but they were also not prohibited from responding to public comment.

Trustee Baker asked if Trustee Otto worked on Range Land?

Trustee Otto explained he did grade the first quarter to one third of a mile. He said he turned that part, watered it, turned it over, watered it again, laid it out and compacted it with the rollers that are on the back of the grader, because we only had two people, himself and the water truck driver, but no one to drive the roller. But it took out all the washboard in that area, and the rest of it, he may have done some

dry grading. He said he couldn't remember because they had a breakdown; there was a lot going on.

Mr. Boyce said it would have been better if Trustee Otto had just left it alone. He said it's worse now because all the gravel was pulled up and all the mag-chloride is gone because it was graded; it's a big dust storm out there.

Trustee Otto said he was sorry Mr. Boyce felt that way.

Mr. Boyce opined that Trustee Otto shouldn't have been there in the first place if he didn't know what he was doing; Trustee Otto just ruined the road. Mr. Boyce asked again, when they were going to come back and put the road back into the condition it was?

Trustee Baker asked Mr. Boyce, "what makes you the expert on road work?"

Mr. Boyce said he was not an expert, but now the road has tons of dust when it didn't before because the road had mag-chloride on it. He said he had enough sense to know that when you have tons of dust coming up off the road, that it isn't right. Trustee Otto graded and pulled all the gravel up, whereas before that, the road had a nice smooth surface to it.

Trustee Dennis explained that he came back on that road the same day that Trustee Otto was leaving with the blade. There was no water on it, the rock had been turned over, and it was very dusty. Now, every time he goes down Range Land, it's a dust bowl, and with the rock turned over, it's grinding back into the ground and ruining the existing road, to boot. We just didn't do that right. Regardless of who was responsible, it was not done right.

- Larry Chesney said he would like second Mr. Boyce's complaint about Range Land Road, and also about Peak Road. The roads would have been much better off if left alone, and you don't have to be an expert, we live there. We've been through it for years, and when it was maintained by a decent operator with a decent roller and a decent compactor, we never had this problem in the summertime for the last three years since that road was raised.
- John Solari, 4400 Bacon Rind, said he's lived here for about 40 years, and Larry Johnson, who's "Doctor Dirt," with a PhD, and one of the most respected soils engineers around, he's the guy who figured out this mag-chloride made these roads smooth. The north end of Bacon Rind went from a hot mess, that was just washboard, to as smooth as a babies [butt]. That road was beautiful up until a couple of weeks ago. Somebody came in with the grader, and it sounds like it was Trustee Otto, and tore that road up; it's a hot mess right now. It's rock. It's dust. It's right back to where it was five years ago, and it's getting all washboard again. He addressed Trustee Otto and asked that Trustee Otto leave our roads alone; get a shovel, park the grader.
- Matthew Lambert said after looking at the paperwork and seeing the actual equipment on the roads, he wanted to say, "thank you" to the Board for actually getting our equipment out, grading the roads, and getting our roads moving in the right direction.
- Pam Roberts said, as a member of the public, she was still waiting to see a copy of the agreement with the legal counsel, Frank Flaherty; she believed there should be some kind of a written agreement, and that should be made public. She said she

didn't see any copies of applications or resumes for the two new people who are interested in working as bookkeeper and Assistant to the [Secretary]. She said she hoped that the Board required fiduciary bonds, conducted criminal background checks, checked the references and so on; she wanted to make sure that the Board was being extremely thorough in whoever they do get to replace Vickie and Cathy, who she thought have done an exemplary job. She wanted to know if a Trustee could vote on an agenda item in which GID money would be used to improve the road that that Trustee lives on, and can the Trustee vote on raising the level of maintenance, which obviously, also improves the road, or should they recuse themselves on that agenda item? She requested an inventory of all equipment owned by the GID, their condition and their estimated value. She said she noticed that the July 13, 2023 meeting draft minutes had no documents attached, and she didn't know if that meant that there were no documents handed out to the Board at that special meeting. We don't get to see documents until we show up at the meeting, and there's very little time to review them. She said there was a document in the minutes for the July 20, 2023 meeting that listed the duties for the Assistant to the Board, and anybody who's looked at that has got to be impressed at all the stuff that Cathy Glatthar has done over the years. She said she did not see a list for the bookkeeper, who also has been doing a great job.

- Maxine Obacka, Juniper Saddle Drive off of Bacon Rind Road (north of Axe Handle), said she was working with the County to get that three-tenths of a mile of Bacon Rind Road, from the cul-de-sac to the dead end, graded by the GID. She thought the GID was getting paid to maintain County roads. She wanted the GID to grade that three-tenths of a mile of road, at least twice a year, until she could get the County to approve it for the GID. She wanted the Board to take into consideration the elderly who live there that might need medical attention. She said she would keep the Board informed as to what's going on with the County.

Trustee Baker said, "we'll do that."

- Deidre Erwin, Piute Creek, said she wanted to find out what's going on with Piute Creek; that Piute Creek has been maintained by the GID for 40 years.

Trustee Baker said we have to look into a lot of the roads out here.

Trustee Helton explained there's the importance of the insurance, and whether or not there's easements; there's other issues that need to be addressed.

Trustee Dennis said in order to address this, we need a specific item to be agendaized.

- Ms. Erwin then stated that Whiskey Springs Road from Right Hand Canyon Road all the way to the end has never had a seal coat put on it, never had gravel, never oiled; it's only been patched. Also, there are no bar ditches.

Trustee Baker said this goes back to Ms. Erwin's earlier comment. We're looking into trying to figure out if there are other roadway easements that are not granted to the PVGID, so that we can do this all at one time, not just one piece at a time. So, yes, it will get on an agenda after we know all of the roads this entails.

Trustee Patterson said if this is the 1.7 miles that's accepted by the GID, then he thought the GID had to do its duty until all these roads are figured out; it should be graded.

In response to Trustee Dennis, Cathy said she gave Trustee Baker the information on Piute Creek, but she thought they should continue grading Piute Creek at this time.

- Mr. Solari reiterated his concerns about Bacon Rind and the grading done by Trustee Otto. He said he understands there are a lot of roads that the GID is working to try to improve, and to the extent that you go back and tear up roads that you've already partially improved, was moving in the wrong direction. He said he was asking that if a road is already improved, unless you're going to improve it further, don't touch it. Trustee Otto took Bacon Rind backwards; we're back to a gravel, dirt road that's dusty and going to be washboarded before too long.

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

**3. Judicial/Government Affairs:**

Mr. Flaherty said he didn't have anything for the Board.

**4. Approval of Minutes – July 13, 2023 Meeting:**

Cathy Glatthar informed Ms. Roberts that there were no handouts at the meeting, and therefore, there were no attachments to the minutes.

Trustee Patterson made a motion to approve the July 13, 2023 minutes as written. Trustee Baker seconded the motion. Hearing no opposition, the motion passed.

**5. Approval of Minutes – July 20, 2023 Meeting:**

Trustee Dennis made a motion to approve the July 20, 2023 minutes as written. Trustee Patterson seconded the motion. Hearing no opposition, the motion passed.

**6. 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 \$307,836.53. Income for the month was Ad Valorem/Property Tax \$1,000.56, and Consolidated Tax (CTX) \$44,284.29.

Vickie reviewed a few of the payments: 1) TID Systems \$3,994.54 for ½ down payment on the surveillance system, and 2) Sierra Nevada Construction \$202,361.40 for the 2023 seal coat project.

Vickie reported receiving two bills from Mr. Flaherty's law firm, Dyer Lawrence, this afternoon. She said the bills were made out to Don Otto and should be made out to the Palomino Valley GID. The invoices were emailed to Don Otto and not to herself or Cathy or mailed. Also, we do not have a letter of engagement from Mr. Flaherty or Dyer Lawrence, and neither she nor Cathy can act on payment of a bill without a contract.

Mr. Flaherty said he has a letter of engagement and he would have the address corrected on the bills and have the bills made out to the PVGID.

Vickie said she needed approval from the Board to pay the Dyer Lawrence invoices, as follows:

July 10, 2023	\$3,860.75	For June 15, 2023 to June 30, 2023
August 10, 2023	<u>\$2,735.53</u>	For the month of July, 2023
Total	\$6,596.28	

Trustee Dennis said that was a month and a half, so we're paying over \$3,000 a month on attorney's fees.

Trustee Baker asked how many people the net payroll of \$6,753.20 was for?

Vickie said that was a combination of Shawn (partial and comp time used), Chuck (partial), and Matt McKibbon (temporary driver/equipment operator). She said she believed that also covered a 5-week period instead of the normal 4-week period.

- Pam Roberts said she was concerned about the TID Systems' bill being for half the down payment on the surveillance system. That half was just a few dollars short of \$4,000, which meant the total was going to be a few dollars short of \$8,000. She said she understood that the amount this Board was going to have to pay, was going to be more like \$2,000.

Trustee Baker explained there's a 75% grant refund. You have to pay for the system and then submit the bills to the insurance company for reimbursement.

Trustee Baker made a motion to approve the transaction report and pay the bills, including payment of the two Dyer Lawrence invoices. Trustee Helton seconded the motion, and hearing no opposition, the motion passed.

**b. Estimated Operating Funds Report:**

Cathy Glatthar reviewed the report (see attached) and stated we have essentially half a month left in this 12-month reporting period. The Estimated Net Operating Funds for Road Improvements as of August 31, 2023 is \$76,097. She said next month she'll have a summary of this 12-month period, along with the new 12-month period (9/1/2023 through 8/31/2024). The September report will have the new budget figures.

Trustee Dennis said he was the Secretary/Treasurer now, and we're seeing the numbers go down significantly in terms of the revenues. He said the simple example he always uses is OSB; it was \$9.50, then it went all the way to \$61, then went all the way back to \$12, and recently it was \$20. Bear with us because we might not have the funds for a lot of things, and we have to make sure that we can make ends meet on what we need to do.

In answer to Mr. McMurray, in the audience, Trustee Dennis explained we get revenue from three main sources: 1) ad valorem, which is your property taxes; 2) the Consolidated Tax (CTX), which is comprised primarily of sales taxes; and 3) LGTA tax, which is also primarily from sales tax revenues. He said he was concerned about future revenues and opined that we need \$2 million more each year to make this work.

Trustee Dennis mentioned another issue with the money that's gone down, is the Special Plan Area (SPA). The property owners in the SPA have the rights to build far higher density than the area is capable of maintaining. Who pays for what within the SPA and outside the planning area, will always be an issue and in contention.

**c. Switching Employees to Bi-weekly Payroll and Changing Payroll Service to Nevada Payroll Services, LLC:**

Vickie DiMambro stated she was proposing that we change to a bi-weekly payroll instead of weekly. She explained there were a couple of reasons for this, but the main one was we are using Patriot Payroll Service, and they're very good and solid,

but there are some limitations with handling PERS. She said she has spoken with Nevada Payroll Services, and they are familiar with payrolls involving PERS. Their fees for weekly payrolls would be about \$2,500 a year, but if we go to bi-weekly payrolls, it would be about \$1,500 a year. She added that going to bi-weekly payrolls would bring us in alignment with PERS, because we are currently the only agency in Nevada that pays weekly. Also, bi-weekly payroll will save time for the bookkeeper. If approved tonight, she proposed that we change this over beginning with the first payroll in October, which would give the employees time to plan for the change, and it would also align with the quarterly payroll tax filings.

Trustee Baker made a motion to change to a bi-weekly payroll. Trustee Helton seconded the motion.

In answer to Trustee Dennis' question, Mr. Flaherty said he had no issues with this; that it all sounds completely permissible and appropriate.

Upon a vote, the motion passed unanimously.

Trustee Patterson made a motion to change the payroll service to Nevada Payroll Services, LLC. Trustee Baker seconded the motion, and hearing no opposition, the motion passed.

Trustee Dennis thanked Vickie for saving us \$1,000 a year.

**d. Possible Approval of Letter of Engagement from New Bookkeeper:**

Vickie DiMambro said she was resigning as bookkeeper for the GID and she agreed to stay on to help locate and train her successor. She explained she has been working with Trustee Dennis and Cathy Glatthar. After advertising for the position and reviewing numerous résumés, they interviewed Kersten Schreier. Vickie believed Kersten is well qualified and a good fit for the GID. Kersten presented a wonderful letter of recommendation that highlighted her skills and her work ethic. Kersten has provided a letter of engagement (see attached) for their review. Vickie asked that the Board accept Kersten's letter of engagement and to allow for time to transition Kersten into this position. Vickie then introduced Kersten Schreier.

Kersten Schreier stated she does have to go through a background check, and be bonded, insured, licensed; all of it.

Trustee Dennis said he thought we have a valuable person willing to work with the GID and he would recommend the Trustees give that good consideration. He added that as Secretary/Treasurer, he was doing his job, and we need a bookkeeper.

Trustee Baker made a motion to approve the letter of engagement from the new bookkeeper, Kersten Schreier. Trustee Helton seconded the motion, and hearing no opposition, the motion passed.

Kersten Schreier said she grew up here, so she understands some of the issues. She said she speaks "Reno", so she's not super formal; she will do her best, but she will not be super proper.

Trustee Baker said he was not real super formal, either.

**e. Possible Approval of Letter of Engagement from New Assistant to the Secretary:**

Cathy Glatthar clarified that Vickie has been the Assistant to the Secretary and the bookkeeper, and we're trying to separate those positions. Also, those duties are already being handled by staff; Vickie's done part of it, and she (Cathy) has done part of it. She explained that she was mainly looking to have the task of writing the minutes each month done by someone else. It's just gotten to be an overwhelming amount of work that she's been having to do. She said they have not had great success in finding somebody, so there was nothing to present tonight.

Trustee Dennis said we're still looking. He said he went through this at the last meeting; that we're trying to put this together so that we'll have somebody to do the minutes, set up the meetings, hand out documents - all the necessary functionality with regards to putting a meeting together.

- Pam Roberts, for clarification, asked if Cathy was going to continue to be engaged as Assistant to the Board, and because of the volume of work, that the Board was considering paying for a third person to be another assistant?

Trustee Dennis explained the cost should not be that great, but yes, that is the case; they are looking for a third person to do some of the work that's normally being done by the two staff members.

In answer to Trustee Helton's question, Trustee Dennis said this person would be an [independent] contractor, not an employee.

Trustee Otto said he would appreciate a list of responsibilities or what you're looking for.

Trustee Dennis asked that Trustee Otto look at the last meeting minutes and the attachment; the duties were listed at the bottom of the attachment.

**7. Possible Action on Closed Session for Operations Manager, Shawn Kelly, including, but not limited to, endorsement, reprimand, termination, or "No Action":**

Trustee Baker read a public comment on this item from Scott Gilgovan (see attached). In summary, Mr. Gilgovan expressed support for retaining Operations Manager, Shawn Kelly.

Trustee Baker said he completely disagreed with Mr. Gilgovan's comments.

In response to Mr. Chesney's question, Mr. Flaherty interjected and said the Board could have made a motion and then had public comment; without a motion, the public doesn't know what to comment on because they don't know what the Board wants to do.

Trustee Baker made a motion to terminate Shawn Kelly's employment at the GID. Trustee Otto seconded the motion.

Summary of Public Comments regarding the motion:

- Comments made by commenters who were in agreement with the motion to terminate Shawn Kelly:
  - Matthew Lambert: That employee makes snarky comments during meetings; that employee's personal beliefs are irrelevant.

- Comments made by commenters who were neutral or who did not express agreement or disagreement with the motion to terminate Shawn Kelly:
  - Deidre Erwin: Didn't think Shawn's the worst that we've ever had out here; we've had a lot worse doing our roads.
- Comments made by commenters who were in disagreement with the motion to terminate Shawn Kelly:
  - Scott Gilgovan: Improvements to dirt roads over the past five years, were due to the dedication and skills of the Operations Manager, Shawn Kelly, and his commitment to the residents of the of this Valley to provide the best services possible with the limited budget and manpower.
  - Marshall Todd: Shawn Kelly goes above and beyond taking care of the roads and maintaining the equipment. He's had sterling reviews. It will be a costly mistake to terminate Shawn.
  - Leo Roysdon: Shawn's total compensation package is less than the \$150,000 a year that the average operator gets, and Shawn lives out here. You are going to be very hard pressed to try and get somebody who's working construction, who's making way more money, to come out here and grade our roads, and drive further.
  - George Boyce: Agreed that the Board was making a big mistake, and if they let Trustee Otto continue grading the roads, we're going to really have a mess out here.
  - Larry Chesney: Shawn has worked hard to learn the different soil conditions of these roads. These roads have never, in the 18 years that he has lived here, been in this good condition. You're not following any protocol - no spoken warning, no written warning, no letter of reprimand, no suspension - you're going straight to termination; you're setting yourself up for a lawsuit.

Mr. Flaherty stated there is nothing that prohibits the Board from terminating Mr. Kelly's employment. The Employee Handbook, which in itself is not a contract, makes clear that he's an at-will employee, he serves at the pleasure of the Board. The Board does have to comply with the open meeting law in terminating any employee, and the Board has. He said he believed that if a lawsuit is filed, the Board has insurance coverage with POOL/PACT and counsel will be appointed to defend the Board in that instance.

- Leo Roysdon asked what's the Board's plan in the interim if they terminate Shawn? He addressed Trustee Otto and said, with no disrespect, you can blade the road, but you're not watering it, you're not compacting it. You're creating a bigger issue when you make the material loose and you're creating voids underneath it. Every bit of progress that's happened, is just going to go to the wayside.

Trustee Otto replied that we have temporary water truck driver and we have been watering roads.

There was some back and forth discussion about the quality of the grading work that was done on Range Land Road. Trustee Otto said he put in 124 hours of volunteer work.

Someone in the audience talked about all the dirt that was piled up along the first section of Broken Spur; that the sage brush was removed, but not the piles of dirt.



Trustee Patterson cautioned them as a Board, that split votes, in the long run, don't really do well for the community or the Board, and we're getting in this mode where we're getting split votes on a lot of items. As he said before, finding common ground to find solutions, is better for the Board and the people we serve.

Trustee Otto said we've been at split motions for years.

- Leo Roysdon asked to circle back; that he would like an answer to his question: What's the interim plan?

Trustee Dennis said they had a good discussion about an hour ago about what Mr. Roysdon talked about: Where do we find people? Right now, the labor environment is not too good. Mr. Roysdon knows that specifically, and other people who are looking for people to work for them, know that. He addressed the concern he had and others have expressed, that there hasn't been any intermediary communication with Shawn about any problems. Trustee Dennis said he just saw hostility build up on both sides. That's lousy management, and if you don't know how to deal with employees, you don't belong dealing with employees. Just like Trustee Patterson brought up, we're all in this together. We have this wage thing, we have other tools we can work with. Do we send someone a message that we want them to communicate in a certain way and get with it, or this is going to progress to a more severe level? That we're going to make amends now, but if you don't come through or if things don't work out, then we're going to make some decisions, because we're giving you a fair chance.

- Cydney Harding asked if Shawn was terminated, would it come as a total shock to him, because everybody's saying that nothing's been brought up to Shawn about any performance problems, and his termination has never been hinted at.
- Heather Kelly said except for the fact that last month the Board President said that Shawn wasn't getting fired.
- Vickie McMurray said you don't have to like the person who's doing the job, if they're doing a good job. If you don't like somebody, that's a personality conflict going on between people. It sounds like the guy does a good job.
- Phillip Hilton suggested giving Shawn some goals and objectives and give him a time frame to get it straight, and if not, then he fires himself.

Trustee Helton said he didn't know if the people out here realize, but Shawn told us he was going to quit if Trustee Baker didn't stop being President, and if Trustee Otto didn't get off the Board.

Trustee Dennis said Trustee Helton couldn't prove that.

- Phillip Hilton interjected and said he asked a question, has that ever been approached, where Shawn was given goals and objectives and either straighten things out or get an attitude adjustment or go get counseling?

Trustee Otto said that's extremely subjective.

Trustee Helton said not since Shawn threatened to quit unless members of the Board left.

- Phillip Hilton said that probably should have triggered some action.

Trustee Helton reiterated that we're all voted in here, and what's happening is we have an employee that has said that unless certain members leave the Board, he's quitting.

That was written in a declaration that our [former] attorney read to us. Shawn hasn't quit, but at any time he could.

In response to Trustee Otto's comment about Shawn walking out of meetings, Trustee Dennis said that was because of Trustee Otto's comments. Trustee Dennis explained that he has told Shawn that he would rather have Shawn walk out of a meeting, than react to the disruptive comments made by Trustee Otto.

- Robert Heiney said because he's only been here for two years, he didn't know Shawn or the Board members that well. He asked if this problem was with Shawn's work performance or with Shawn's attitude towards the Board?

Trustees Baker, Otto, and Helton said, "both."

Trustee Dennis said Shawn's work performance was great.

- Robert Heiney said if Shawn's threatening to quit if certain members don't quit, then you guys don't quit, and the problem is solved.

Trustee Helton said how is it though to work with somebody who's saying that? And, we're here donating our time; we don't get paid.

- Robert Heiney said then you build your case up and say, "you do this again, and you're gone."
- Marshall Todd said you don't remember that letter that (Trustee) Don Otto presented the employees with, that basically was total micromanagement, and stated if the employees didn't do what was listed in the letter, they would be fired.

Trustee Otto said those weren't micromanaging things, they were directions.

- Marshall Todd said they were micromanaging; they were Trustee Otto's opinions. Look what happened when Trustee Otto went out to do the roads, compared to what Shawn does; Trustee Otto was tearing the roads up, and Shawn was fixing them.

Trustee Helton redirected the discussion and talked about the Class E surfacing, the use of mag-chloride for dust control, and how Shawn did a very good job with the Class E. He said we needed to shorten up the distances we do, and put down a lot more water.

- George Boyce said Range Land Road would have been fine if Trustee Otto would have stayed off of it.

Trustee Helton said then we're going to waste the Class E that's there.

Trustee Dennis said not with Range Land Road; that road is 18-inches of Class E base.

Mr. Flaherty interjected and said they were getting off topic.

Trustee Dennis recommended that we try to make amends with Shawn. It's going to be a disaster if we let him go right now. Shawn's done a good job and he had no problems with Shawn until the new Board came on and all this started, and we all know who started it, the new people on the Board.

- Phillip Hilton disagreed with Trustee Dennis and said both Trustee Dennis and Shawn shut him down when he approached them about the bridge [box culvert] on Amy Road.

Discussion, once again, was diverted off topic.

- Phillip Hilton said, to get back on track, he thought the Board should give Shawn written goals and objectives, and let him fire himself.

Several people began talking at the same time, and speculating about Shawn. Heather Kelly put an end to the speculation, and stated that Shawn returned to work for the GID on Monday (8/14), she believed Shawn was on the grader this week, and Shawn wasn't present tonight because he worked all day and wasn't able to sit in a long meeting.

Discussion turned to whether or not a doctor's release was needed for Shawn to return to work. It was clarified that this was not a Workers' Comp case that would require a doctor's release.

- Matthew Lambert said he didn't know why it keeps being said that the issues with this employee started when there was a new Board because it's been 8-9 months ago, that he asked the Board if somebody was going to say anything to this employee about what he was doing in these meeting.
- Heather Kelly said it started with Mr. Otto.

Mr. Flaherty interjected and said you can't have people just piping up, they have to be recognized by the Chair, and state their name for the record.

Trustee Baker said he spoke with Shawn a while ago about him coming back to work and explained that when he came back to work, they would get together and decide how things were going to work with Trustee Helton and Trustee Otto. Trustee Baker said Shawn got real quiet, and he (Trustee Baker) said, in his opinion, Shawn doesn't want to hear people telling him what to do. But that was OK, he just assumed when Shawn finally got back to work, they'd work it out. Instead of doing that, before he got back to work, Shawn came down and red-tagged the equipment that "our people were using to destroy your roads," without letting him know, and that, to him, was just another knife in his back.

- Heather Kelly explained that when Shawn went out to post the agenda, he happened to see shims that had fallen off from one of the pieces of equipment, and he went to go and see that piece of equipment, it was, in fact, missing shims. Shawn also saw that the brakes were about to fall off of one vehicle, so he wanted to make sure that everything was taken care of before it broke down.

Trustee Baker said that Matt had parked that truck because of the brake problems; they weren't using it anymore anyway. Shawn didn't have to shut everything down.

Trustee Dennis said, to get back to his original point, we will be broke because we can't afford what people want nowadays to get hired. We're also going to be faced with some severe lack of funds because of revenue reductions. Trustee Helton has stated we need more Class E put down. Trustee Patterson wants to do another chip seal project. We're very, very quickly going to be broke.

Trustee Dennis said if Trustee Otto was going to work for free, fine, but when Trustee Otto went out after the flood (2017), Trustee Otto cut the road down so much that it doesn't even drain anymore. He said he didn't think this was the way we wanted to do business now. It wasn't going to go well if they let Shawn go right now.

Trustee Otto said he didn't think it would be quite as hard to find applicants. He explained his priority when he graded any of these roads, was to pull material in from the sides.

Trustee Dennis said he could show Trustee Otto a bunch of pictures where Trustee Otto did just the opposite.

Mr. Flaherty said they were getting off topic again.

- Cydney Harding commented about the way the roads were lower than the sides and their street sign is this far out of the dirt, daylight ditches are not opened up, a lot of things were never corrected, and they paved right over the top of all of the crap that was on the bottom, and that was under Larry Johnson.
- Cathy Glatthar stated she had seen a lot in the 23 years that she lived in the Valley. She said she was on the GID Board in 05/06 and she's been doing work for the GID since then. She said she's the one who went through 30-plus years of minutes and wrote up the Board Members Handbook. She's seen a lot of people come and go, she's seen a lot to do with the roads, and she said, unequivocally, that Shawn Kelly has made vast improvements to the roads. Shawn's a huge problem solver and he comes up with methods to do things that improve them. He turned a salt/sand spreader and a dump truck into a patch truck to do major patching on our asphalt roads. He's thought outside-of-the-box many, many times. He wears more than one hat. He wears lots of hats. He does a lot of administrative work, reports, getting parts, and he's done more for the equipment. He got rid of a lot of old equipment and got good, working equipment, and within our budget. A lot of purchases were a lot less than what they were budgeted for. The 772 grader was budgeted for \$100,000, and after Shawn sold the 670 grader, the 772 grader cost us \$25,000, and Shawn has been using the 772 grader up until he went out for his surgery.

Trustee Otto interjected and said the 772 grader has been red-tagged for months and months.

- Cathy Glatthar stated she didn't know when Trustee Otto saw the red tag, but she knew that Shawn graded Grass Valley West using that grader. Shawn knows how to run that grader; it has some issues, but Shawn's aware of them and knows how to run it. She said she stands firm in her belief that Shawn Kelly's been the greatest thing for the GID as far as doing good work for the people of the Valley.
- Matthew Lambert said he was not only here on his behalf, but for probably about 20 of his neighbors. He asked the Board to not table this, to not do anything except to follow through and terminate this gentleman, and get somebody who's willing to run the equipment and improve our roads. He added that he could get letters from those people and submit them to the Board.
- Heather Kelly said we could do the same thing on the other side.

Trustee Dennis reiterated that he thought Mr. Roysdon had a very good question about what were we going to do in the interim, and the interim could be quite a long time. He suggested doing some mitigation between the parties. We need to think about what's the best thing for the Valley, and making this decision to terminate someone is really not the best thing.

Trustee Patterson said he heard what was said in the closed session and the comments tonight, and he honestly appreciated everybody's point of view, but he looks at the whole of it. In his time on the Board, in reading the road requests and the correspondence sent in, by and large, he hasn't seen or heard complaints about Shawn from the people we serve; other than those heard at this table. He said he comes from

the teamster world, and he doesn't get it; there's no documented discipline and no actual attempt to try to mitigate whatever issues you have, other than to complain.

Trustee Helton said they had an ultimatum put in front of them, that one Trustee step down as President and another Trustee resign.

Trustee Patterson said he understood the angst, and that he already stated that he didn't agree with that; it wasn't right and he talked to Shawn about it. He said what he was saying was that stemmed from frustration from the staff with the Board, and he said he asked the Board, "is it getting better?" and it is getting better. It's not perfect, but let's mitigate the issues and try to work this out. He said, per the manual, Shawn answers to the President of the Board and nobody else. He said Trustee Baker and the Operations Manager needed to have an open communication; it's got to work, right now.

Trustee Helton said it doesn't work right now; that Trustee Patterson was right.

Trustee Patterson said let's make it work, and that he's offered his help in making it work to Trustee Baker, if needed, and he'd cool this situation off.

Trustee Helton said Trustee Baker should figure out what we're going to do and close this meeting down.

Trustee Baker asked Trustee Otto if he wanted to table this item.

Trustee Otto said, "you're the Pres."

- Leo Roysdon said he is an employer with about 130 employees, and for \$40.00 an hour, the Board would struggle to replace a trained, senior, true equipment operator, and in the interim, the roads were going to deteriorate. He opined that the Board should try disciplinary action.

Trustee Otto said right now, according to multiple people here, the roads are all torn up, all screwed up, and they're going to stay that way until Shawn can come in to work and crawl into a blade. Chuck will have to go out there by himself and try to operate the roller and the blade, and Shawn will run the water truck or something like that, eventually, but not in this interim; your roads aren't going to get graded. He said he thought that the vote should still go on; we ought to find out what people think.

- Matthew Lambert spoke about how many days a month the grader was actually blading on our roads; you do maintenance on the roads by running the grader and shaping the roads.

Trustee Helton said we didn't hear until tonight that Shawn's back. We had no idea; so there's no communication. So we're sitting here at this point thinking that Shawn could still be out for another month, but his wife said he's back. We had no idea.

- Heather Kelly said Shawn told Trustee Baker last week.

Trustee Baker said Shawn told him he had a doctor's appointment.

- Heather Kelly said Shawn told Trustee Baker that he was coming in. The communication goes both ways, and again, it's hard to communicate with people who lie to you.

Trustee Otto said like somebody that said that he rolled the grader over out here; Mr. Kelly said that.

- Heather Kelly said Trustee Otto has been trying to get rid of Shawn ever since he's been on the Board, so with his new regime, Trustee Otto was finally getting his way.

The discussion turned back to the possible need for a doctor's release from Shawn.

Cathy Glatthar asked Mr. Flaherty if a doctor's release was necessary in this situation; it was not workers' comp, and it was not disability.

Mr. Flaherty said if the Board wanted a release from Shawn's doctor, the Board had the right to ask for one.

Trustee Otto opined that his request to have the grader hours listed on our reports drove a wedge between himself and the Operations Manager. The worst one was 33 hours in a month between two men, and that was unacceptable; that was a problem for us, and was one of the things that started this.

- Leo Roysdon agreed that we all want to see the grader on the road, but he figured there were other operations that are handled by those two employees.

Trustee Helton said with 90-plus miles of road, we need to do more of the grading than we do the operations of the other things. He thought the building seemed ridiculous because we don't have the manpower to fix the tractors and go out and run them. We need to hire out when we can. He mentioned the water truck that needs to be built; that these were the things that stop the employees from doing what they need to do: cleaning culverts, borrow pits, ditching, everything else. We're shorthanded and we need to do a better job of focusing on what needs to be done.

Trustee Dennis said it's a balance; we have equipment costs, we have our road improvement projects: slurry seals to keep our high-traffic roads maintained, aggregate base surfacing, we have other costs: attorney fees, bookkeeping fees; all these other costs that add up, and we don't have, and never have had, the money. It was always a balance with that workshop, but with Shawn's abilities, Shawn can get the equipment fixed and back into operation quicker than if the repair work is subbed out, and it costs less and there's less down time. He agreed that 30-some grader hours was not much, but what else was going on at the time? There's only two employees and they're doing their best to try to make it all work. He said he totally agreed a third person was needed, but we'd also need additional revenue; we'd probably need \$2 million a year. He opined that the problems we have revolve around the money and the budgeting.

Trustee Helton said our budgeting needs to be reflective on what needs to be done, and we need another person to run a grader.

- James Robotham said all he was hearing was you're shorthanded and need another grader operator, and yet, you want to fire Shawn, but you can't get another grader operator to help him, so now, if you fire Shawn, you're going to need two grader operators.

Trustee Helton said we haven't had anybody for two months. We don't want to fire Shawn.

- Pam Roberts said she understands it's been really bad the last few months because both of our two road workers have been out of commission for different reasons. We've had stuff happen and our roads have suffered because of it, but we can't terminate someone because they elected to have surgery and another person was injured on the job. Shawn's worked hard. He needs to improve his communication with the Board, but the Board also has to improve its communication with him. Most of the work that Shawn has done, has been at the direction of the Board. The Board has been giving them directions, and not all decisions were a 5-to-0. We've all heard

differences of opinion. We elected this Board to run the GID and you're responsible for the people you hire and you're responsible for giving direction. If she was on the Board when Shawn walked out of the meeting with the recorder, she would have taken disciplinary action against him; she wouldn't have terminated him. The President of the Board should have a conversation with him outside of a public meeting; human being to human being. Your attorney's told you Shawn's an at-will employee and if you want to terminate him you can vote to do that, but you don't have anybody to replace him. "Is it better that they give him a plan of action, a plan of correction, and if he doesn't do it, he's gone? It's not my decision."

Trustee Otto said those who think that there's nobody available to fill this position, he's been in contact with a few people over the last years that he's known them who are interested in this kind of job. He opined that if we announce the desire to find somebody, they would probably apply; it's not impossible.

- Leo Roysdon opined that there's a conflict with personalities. Is there some kind of set expectation? Is there a route plan? Is there something in writing?

Trustee Otto said he had a bunch of stuff that he had written down and wanted as directions. It took him quite a while to put all of that together, and he got reamed for doing it, and in the end we really didn't get anywhere with it. He explained he had a few Board members that thought he was overstepping and micromanaging. He said his desire was to give this Operations Manager and his crew, and all future crews, an idea of what he was looking for as far as doing these roads out here; procedures.

- Heather Kelly said if you go back to previous meeting minutes from 2018, you can see how it started with Don Otto and Shawn Kelly, and the fact that they started butting heads. Don Otto has been after Shawn since then.
- Marshall Todd said, in the handbook, it says that the Operations Manager reports to the President of the Board. Don Otto, who obviously has it in for Shawn, is not the one who is supposed to be giving direction to Shawn; Trustee Baker is supposed to do it.

Trustee Baker said he's talked to Shawn about several things, and he's already been over this in the closed meeting. He said he asked Shawn to do things that he hasn't done. Shawn doesn't report to me. All that Trustee Otto did was try to make a list of how things should be done, operations wise, for the entire operations, not just for Shawn; it's guidelines.

Trustee Dennis said one of the things about guidelines is the many variances and differences in soil types throughout the Valley; there's no commonality with our roads, and that's why he objected to Trustee Otto's "directions."

- Tim Rosenberg asked why can't they come up with a plan, and amend it so it works for everybody? He said he wasn't talking about money and what it costs to fix a road, he was saying you come up with a plan on how to treat the roads, and if it costs money we don't have, how would we fix it if we did have the money.

At approximately 8:20 p.m., Vickie DiMambro was leaving and Pam Roberts thanked Vickie very much for everything. People clapped and thanked Vickie.

Trustee Otto began addressing Mr. Rosenberg's comment, and Mr. Flaherty interjected and said they had drifted off topic, again.

- Robert Heiney said what he was hearing was the Board was split on what they wanted to do, and the people are split on what they wanted to do. He suggested the Board give Shawn a written performance improvement plan, where, if he actually fails that, then you can go to the people that come to the meeting, and get a consensus from everybody so that the Board members don't have an excuse to go one way or the other, because he's done this.

Mr. Flaherty interjected and said although public comment is valued and appreciated by the Board, the Board needs to make a decision. The Board can't delegate its decisions to any kind of a vote out here. You hear what people have to say, but then this body has to make the decisions.

- Larry Chesney said Shawn answers administratively to the Board President, Trustee Baker.

Trustee Baker said he could delegate that to the Vice President.

- Matthew Lambert asked the Board to make the change that needed to be made.

Trustee Baker said, "I say we vote."

Trustee Helton said, "I'd put it off."

There was some discussion about how to proceed if Trustee Baker wanted to withdraw his motion, that had been seconded, in favor of tabling this matter until next month.

Trustee Baker said the problem was that this has been dragged out from day one; nothing was getting done.

- Phillip Hilton said that's true, and it sounds like that, but if you come up with a plan of action, it sounds like this guy's going to self-terminate anyways.

Trustee Baker withdrew his earlier motion, and said he wanted this item on the agenda for next month.

Cathy acknowledged Trustee Baker's request.

At this time, Trustee Dennis made a motion to continue agenda items 7, 8, 9a, and 9b until the next meeting. Trustee Baker seconded the motion, and hearing no opposition, the motion passed.

## **8. Employee Compensation:**

Continued to September 21, 2023 meeting.

## **9. Road Reports:**

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

[Operations Manager's Report - Period 07/17/2023 to 08/13/2023, and Roadwork and Requests Report - Period 01/01/2023 to 08/13/2023 (see attached)]

Continued to September 21, 2023 meeting.

### **b. Discussion on Water Truck Tank Installation:**

Continued to September 21, 2023 meeting.

At this time, Trustee Dennis made a motion to continue agenda item 10 until the next meeting. Trustee Baker seconded the motion, and hearing no opposition, the motion passed.



**10. Old Business:**

**a. Discuss Amending Resolution F20-R1 Roads Accepted for Maintenance and Level of Maintenance Designations:**

Continued to September 21, 2023 meeting.

**11. New Business:**

**a. Discussion on Having a Trustee Work with a Group of Residents Who Want to Lobby the Legislature to Get More Money for GIDs:**

Trustee Patterson explained that he heard about this matter from Susan Ambrose, and he thought Laurie Squartsoff and Bob Gunn were involved in this also. It was his understanding that they want to work as a group to do some lobbying, on their own, at the next legislative session to try to retain more funds for the GID. He said he told them if they needed a Trustee for a meeting, or to meet with a politician, he was willing to liaison with them if they needed some help from a Board member.

Laurie Squartsoff explained their group got together to talk about how the process works in terms of what the request is that would go to a legislator, that would then be presented as a BDR to the legislature, and it's a process that takes time. She then mentioned the next agenda item about a coalition of GID's throughout the State and whether or not that was something that would be helpful for Palomino Valley GID and the other groups. She said the question was whether or not that's a conversation that would be helpful for this group; if there's something that they can do to facilitate that conversation with the legislature. And, see whether or not participating in that coalition group or just working with a single legislator on Palomino Valley issues was the way to go.

Susan Ambrose said there were two items on the agenda. One has to do with the letter about joining a coalition of other GID's throughout the entire state of Nevada; there are quite a few, but not all do road maintenance. Mr. Gunn came to us to ask our assistance on how you go about making legislative changes, because Mr. Gunn's vision was to get the gas tax money. They would be working at the legislative level to try to get the wording changed so that GIDs that do road maintenance could receive gas tax money. She said what her group was asking, was did the GID want them to try to look into getting help at the legislative level? Their group was being more specific with what they had envisioned working on; just locally. They're trying to get another tax revenue source for the PVGID, and they must start now in order to get through the next legislative session. It's just a matter of conversation tonight; it's not really an action item.

Trustee Baker said it sounds like a good idea; obviously more money is good.

Trustee Dennis explained about previous attempts by Board members to get gas taxes and how the gas tax was a sacred cow to the counties, and you're going to be fighting the counties to take money away from them so the GID can get money for the roads. The GID only gets the amount that we, the taxpayers, pay on top of our ad valorem, and we don't get any of the extra; it doesn't do us any good out here. He said it could be difficult, but he wished them luck.

Trustee Patterson said his answer is, "yes, and God bless the effort."

At this time (approximately 8:42) Trustee Otto asked to be excused, and left the meeting.

**b. Discussion on Possible Interest in Joining a Statewide Coalition of Nevada's Unincorporated Towns and General Improvement Districts:**

Trustee Patterson said Wesley Harper contacted Trustee Baker about the PVGID's possible interest in joining a statewide coalition of unincorporated towns and general improvement districts. Trustee Patterson said he had a conference call with Mr. Harper and his partner, Christine Johnson, who are trying to form this coalition at the request of the Kingsbury GID. He said he asked them about the interest to our GID because we just do roads. He learned there's no cost to anybody who's in this coalition. There might be a cost if they conduct a lobbying effort in the legislature that pertains specifically to us. He said he didn't think we needed to make a decision tonight, but what he would encourage everyone to do was to read through the information we received from them (see attached), and if you have more questions, he'd contact them again.

**c. Nevada State Community Development Block Grant Program Funding FY24-25:**

Trustee Patterson said he had a meeting a couple of weeks ago with the County as they're rolling out this new Community Development Block Grant. He said this was something Cathy looked into about a decade ago, and it's a no go for us. The rules haven't changed, and we're not low-to-moderate income status in our region as all our projects are community-wide because we do roads.

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

- The next meeting is Thursday, September 21, 2023.
- The auditor's letter of engagement with Silva, Sceirine and Associates was signed by Trustee Baker on August 11th.
- Cathy said she received a five-page checklist from the Auditor, and she was working with Vickie on preparing all the files and reports needed for the audit.

**13. Correspondence:** None

**14. Public Comment:**

- Larry Chesney read into the record his "Declaration of Recall" as follows (and attached):

*After eight months of observing a totally dysfunctional Board of Trustees of the Palomino Valley General Improvement District, I have made the decision to initiate recall of Trustees, Tom Baker (President of the Board) and Don Otto (Vice president of the Board).*

*I will be assembling a Recall Committee post haste and move as speedily as the legal process allows.*

*Mr. Secretary to the board Greg Dennis I hear by present this declaration to you for placement in the official minutes and record of the Palomino Valley General Improvement District.*

Mr. Flaherty confirmed that a member of the public does have a right to request that their written comments be appended to the meeting minutes.

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

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

- Trustee Baker will ask Shawn to provide a medical release letter from his doctor.
- Trustee Dennis offered to help Trustee Baker with solutions regarding our road manager before the next meeting.

Trustee Baker said he was not opposed to talking with Trustee Dennis, and they set up a time to meet next Monday at the yard.

**16. Adjournment:** Trustee Dennis made a motion to adjourn the meeting at 8:47 p.m. Trustee Baker seconded the motion, and hearing no opposition, the motion passed.

**PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT**

**TRANSACTION REPORT AS OF August 14, 2023**

Submitted by Vickie DiMambro, Bookkeeper

<b>Total of all Bank Accounts:</b>	<b>Balance as of August 14, 2023 - Almost CD #5010</b>	<b>286,924.53</b>
	<b>Balance as of August 14, 2023 - A/P / General Ckg #4179</b>	<b>512.00</b>
	<b>Balance as of August 14, 2023 - Payroll #4430</b>	<b>20,000.00</b>
	<b>Balance as of August 14, 2023 - Petty Cash</b>	<b>400.00</b>
	<b>Total Cash In All Accounts</b>	<b>307,836.53</b>

<b><u>Wells Fargo - Almost CD #5010</u></b>		<b>Balance as of July 17, 2023</b>	<b>474,576.91</b>
Income for the Month			
Ad Valorem/Property Tax	1,000.56		
Consolidated Tax (CTX)	44,284.29		
LGTA/Fair Share	0.00		
Other Income	0.00		
	<u>TOTAL</u>	45,284.85	
Interest Income	39.27		45,324.12
Transfer to Wells Fargo #4179	0.00		
Transfer to Wells Fargo #4430	(232,976.50)		(232,976.50)
		<b>Balance as of August 14, 2023</b>	<b>286,924.53</b>

<b><u>Wells Fargo - A/P / General Ckg #4179</u></b>		<b>Balance as of July 17, 2023</b>	<b>511.97</b>
Transfer from Wells Fargo #5010			
Interest Income	0.03		0.03

NAME	CK #	AMOUNT	DESCRIPTION
-			
		<u>TOTAL</u>	0.00
			<b>Balance as of August 14, 2023</b>
			<b>512.00</b>



## ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS

Submitted by Cathy Glatthar, Assistant to the Board

**ATTACHMENT: 08/17/2023 Meeting - Agenda Item 6.b.**

Total Cash in all Bank Accounts as of August 14, 2023		307,837	
Additional Revenue Expected Through August 31, 2023		41,500	
<b>ESTIMATED OPERATING FUNDS THROUGH AUGUST 31, 2023</b>			<b>349,337</b>
LESS Average Monthly Expenses (\$35,000) x 0.5 Months		-17,500	
<b>LESS:</b> Capital Outlay FY23 Carryover \$48,930			
(Includes \$2,500 for 1 Pickup Truck from TMFire (Pending) and			
Includes \$3,995 for Remaining Balance on Surveillance System);			
Aggregate Surfacing \$102,418;			
Mag-chloride \$19,000 - \$6,300 - \$6,308 = \$6,392;			
Broken Spur Road Improvement Project \$38,000		-195,740	
<b>LESS</b> Reserve Funds (= Ending Fund Balance per Budget)		-60,000	
<b>ESTIMATED EXPENSES &amp; RESERVES THROUGH AUGUST 31, 2023</b>			<b>-273,240</b>
<b>ESTIMATED NET OPERATING FUNDS FOR ROAD IMPROVEMENTS AS OF AUGUST 31, 2023</b>			<b>76,097</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	Aug '23
645,531	615,000	CTX	**38,000 x 1
40,000	42,000	LGTA	3,500 x 1
<b>1,026,385</b>	<b>997,000</b>		<b>41,500</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	16,149	1,851
Other (non Road Maint)	17,000	10,307	6,693
	<b>35,000</b>	<b>26,457</b>	<b>8,543</b>
			A/P Acct Exps
Capital Outlay		4,160	P/R Acct Exps
Road Maintenance		202,361	Petty Cash Exps
			0
			232,978
			0
<b>TOTAL EXPENSES</b>		<b>232,978</b>	<b>232,978</b>

**REVENUE - ACTUAL AND ESTIMATED**

NOTE: As of 8/14/2023, Actual Revenue was LESS Than YTD Estimated By: **-\$71,097.36**

**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
12/15/22 & 1/12/23	0.00	6,562.02	6,562.02	10,098.89
02/10/2023 (21%)	71,400.00	64,001.77	-7,398.23	2,700.66
3/10/2023	0.00	160.48	160.48	2,861.14
4/7/2023 (21%)	71,400.00	59,888.06	-11,511.94	-8,650.80
5/11/2023	0.00	982.56	982.56	-7,668.24
at 6/12/23	0.00	0.00	0.00	-7,668.24
6/13 & 7/13/2023 (2%)	6,800.00	17,732.90	10,932.90	3,264.66
8/11/2023	0.00	1,000.56	1,000.56	4,265.22
	<b>340,000.00</b>	<b>344,265.22</b>	<b>4,265.22</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
12/28/2022	51,250.00	46,204.99	-5,045.01	-19,035.06
1/27/2023	51,250.00	43,409.06	-7,840.94	-26,876.00
2/24/2023	51,250.00	48,938.57	-2,311.43	-29,187.43
3/29/2023	51,250.00	39,446.75	-11,803.25	-40,990.68
4/26/2023	51,250.00	37,351.89	-13,898.11	-54,888.79
5/26/2023	51,250.00	48,515.15	-2,734.85	-57,623.64
6/28/2023	51,250.00	35,357.24	-15,892.76	-73,516.40
7/27/2023	51,250.00	44,284.29	-6,965.71	-80,482.11
August	51,250.00			
	<b>615,000.00</b>	<b>483,267.89</b>	<b>-131,732.11</b>	<b>**Use \$38k/mo</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
12/16/2022	3,500.00	5,282.26	1,782.26	1,792.26
1/17/2023	3,500.00	3,635.55	135.55	1,927.81
2/17/2023	3,500.00	3,848.69	348.69	2,276.50
3/16/2023	3,500.00	5,650.11	2,150.11	4,426.61
4/18/2023	3,500.00	3,022.61	-477.39	3,949.22
5/16/2023	3,500.00	4,637.30	1,137.30	5,086.52
6/16/2023	3,500.00	3,496.98	-3.02	5,083.50
7/12/2023	3,500.00	3,536.03	36.03	5,119.53
August	3,500.00			
	<b>42,000.00</b>	<b>43,619.53</b>	<b>1,619.53</b>	

KERSTEN SCHREIER  
Reno, NV 89506

LETTER OF ENGAGEMENT  
August 14, 2023

Palomino Valley General Improvement District  
9732 Pyramid Hwy #407  
Sparks, NV 89441

Dear Board of Trustees:

I am pleased to provide you with this Letter of Engagement, which outlines the terms of our agreement.

I will provide bookkeeping services to the Palomino Valley General Improvement District (PVGID), and the scope of services I will render, the manner of calculating fees, and other aspects of this arrangement, are mutually agreed to be as follows:

Services to be Provided:

- Bookkeeping using PVGID-owned and controlled QuickBooks software for all your financial transactions
- Entry of all transactions and monthly bank reconciliation of your bank accounts and credit card accounts
- Payroll and payroll reports (utilizing a payroll service)
- Accounts payables - Entry and payment of bills
- Attend regular, monthly PVGID meetings (and special meetings upon request) and present financial reports
- Financial reporting requirements - Federal, State, and Washoe County
- Work with independent auditor on the annual audit
- Recordkeeping and file maintenance at my location
- Any additional, mutually agreed upon services

Fees and Expenses:

My fee for services provided will begin at \$35 per hour, and after a 90-day probationary period, the fee will increase to \$40 per hour. The billing will be for actual time worked without rounding.

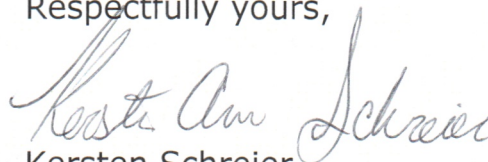


I may incur various expenses in providing my services. The PVGID agrees to pay all such expenses, and to reimburse me for all out-of-pocket expenses that I pay on your behalf. Use of my personal vehicle for GID matters will be reimbursed at the per mile rate for business travel, as determined by the Internal Revenue Service.

Non-employee Status:

For the purposes of Nevada Revised Statutes Chapter 616A - Industrial Insurance, I am not an employee of the Palomino Valley General Improvement District.

Respectfully yours,



Kersten Schreier

The terms, as outlined above, are hereby agreed to upon a unanimous vote of a quorum of the Board of Trustees on August 17, 2023.

\_\_\_\_\_  
Thomas Baker, President

\_\_\_\_\_  
Date

PVGID MINUTES AUGUST 17, 2023

ATTACHMENT - Agenda Item 7 Possible Action on Closed Session ...

PUBLIC COMMENT



PVGID Administrator <palvalgid@gmail.com>

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**For public comment at next GID meeting**

1 message

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From: Scott Gilgovan

I have resided on Jackrabbit Road for the last 30 years. I also have 30 years of local road construction and maintenance experience from the Washoe County Roads division. My last 11 years as a supervisor of road maintenance.

The dirt roads within the jurisdiction of the GID have lacked proper maintenance, including grading techniques, substandard road cover and inadequate drainage. However, in the last five years the dirt road conditions have steadily improved with 2-4% crowns being replaced when roads are graded, new cover added to reduce washboarding, and drainage ditches regraded to remove standing water from the road surface. In my opinion, these improvements are from the dedication and skills of the operations manager, Shawn Kelly, and his commitment to the residents of this valley to provide the best services possible with the limited budget and manpower of the PVGID.

I recently attended a board meeting to listen to the newly elected members' ideas and was disgusted by the total lack of road maintenance knowledge and skills to manage the GID from these members. And their obvious personal agendas! Not to mention their total lack of respect for the GID employees and their knowledge and skills to perform the jobs they were hired to do.

The GID would be hard pressed to replace the dedication, work ethics, and skills of Shawn Kelly.

# 2023 EMPLOYEE COMPENSATION

## Consumer Price Index and Hourly Pay Raise Scenarios

Prepared by Cathy Glatthar, Assistant to the Board, and Reviewed by Trustee Patterson

### ATTACHMENT: 08/17/2023 Meeting - Agenda Item 8

#### CONSUMER PRICE INDEX \*

Source: US Bureau of Labor Statistics  
[<https://www.bls.gov/data/>]

#### 12-Month Percent Change

**Series Id:** CWUR0400SA0


Not Seasonally Adjusted

**Series Title:** All items in West urban, urban wage earners and clerical workers, not seasonally adjusted

**Area:** West

**Item:** All items

**Base Period:** 1982-84=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2013	1.5	1.9	1.3	1.0	1.0	1.4	2.0	1.5	1.2	0.6	1.2	1.7	1.4	1.4	1.3
2014	1.6	1.1	1.4	1.7	2.2	2.2	2.2	2.0	1.9	1.8	1.3	0.8	1.7	1.7	1.7
2015	0.0	0.2	0.6	0.5	0.8	0.7	0.9	0.8	0.4	0.6	1.1	1.6	0.7	0.5	0.9
2016	2.6	1.9	1.1	1.5	1.0	1.2	0.9	1.1	1.7	2.1	2.2	2.3	1.6	1.6	1.7
2017	2.3	3.0	3.0	2.8	2.6	2.4	2.5	2.8	3.0	3.0	3.2	3.3	2.8	2.7	3.0
2018	3.3	3.2	3.3	3.5	3.7	3.9	3.9	3.8	3.5	3.7	3.5	3.1	3.5	3.5	3.6
2019	2.6	2.3	2.4	2.8	2.9	2.6	2.5	2.4	2.5	2.7	2.7	2.7	2.6	2.6	2.6
2020	2.9	3.1	2.5	1.2	0.6	1.1	1.7	2.2	1.9	1.3	1.5	1.7	1.8	1.9	1.7
2021	1.7	2.0	2.9	4.4	5.4	6.0	5.9	5.7	5.8	6.5	7.2	7.8	5.1	3.7	6.5
2022	8.4	8.5	9.4	8.9	8.8	9.2	8.7	8.4	8.5	8.5	7.3	6.1	8.4	8.9	7.9
2023	6.2	5.9	4.7	4.5	4.1	3.1								4.7	

\* CPI Information obtained on July 22, 2023

OPERATIONS MANAGER - SHAWN KELLY

HOURLY PAY RAISE SCENARIOS (AFTER PERS Rate Increase Adjustment)

Operations Manager (OM) is on the PERS Employer Paid Contributions (EPC) plan with the OM and the PVGID each paying half of the rate increase. The EPC rate increases from 29.75% to 33.50% (3.75% increase - Employee's 50% Share = 1.875%)

The Board voted on 7/20/23 to offset SK's share of the PERS contribution rate increase with an equivalent wage increase, as follows:

Current Hourly Rate	40.87
Emps Share of Rate Incr (40.87 x 0.01875)	-0.77
"In Lieu of" Raise Offset (40.87 x 0.01875)	0.77
Hourly Rate Unchanged	<u>\$40.87</u>

Scenario 1 - \$1/hour raise minus \$0.77 rate increase given 7/20/2023 = \$0.33/hour add'l pay raise:

Current Hourly Rate	40.87
\$0.33/hour add'l pay raise	0.33
New Hourly Rate	<u>\$41.20</u>

Scenario 2 - \$2/hour raise minus \$0.77 rate increase given 7/20/2023 = \$1.33/hour add'l pay raise:

Current Hourly Rate	40.87
\$1.33/hour add'l pay raise	1.33
New Hourly Rate	<u>\$42.20</u>

Scenario 3 - 7.375% raise minus 1.875% rate increase given 7/20/2023 = 5.5% add'l pay raise:

Current Hourly Rate	40.87
5.5% add'l pay raise (40.87 x 0.055)	2.25
New Hourly Rate	<u>\$43.12</u>

Scenario 4 - 8.4% raise minus 1.875% rate increase given 7/20/2023 = 6.525% add'l pay raise:

Current Hourly Rate	40.87
6.525% add'l pay raise (40.87 x 0.06525)	2.67
New Hourly Rate	<u>\$43.54</u>

EQUIPMENT OPERATOR - CHUCK BLOWER

HOURLY PAY RAISE SCENARIOS (AFTER PERS Rate Increase Adjustment)

The Equipment Operator (EO) is on the Employee/Employer Pay Contributions plan (aka 50/50 plan) and the EO automatically pays half of the rate increase. The Employee/Employer rate increases from 15.50% to 17.50% = 2% increased deduction.

The Board voted on 7/20/23 to offset CB's share of the PERS contribution rate increase with an equivalent wage increase, as follows:

Current Hourly Rate	30.00
Hourly Rate Increase (30.00 x 0.02)	0.60
New Hourly Rate	<u>\$30.60</u>

Scenario 1 - \$1/hour raise minus \$0.60 rate increase given 7/20/2023 = \$0.40/hour add'l pay raise:

Current Hourly Rate	30.60
\$0.40/hour add'l pay raise	0.40
New Hourly Rate	<u>\$31.00</u>

Scenario 2 - \$2/hour raise minus \$0.60 rate increase given 7/20/2023 = \$1.40/hour add'l pay raise:

Current Hourly Rate	30.60
\$1.40/hour add'l pay raise	1.40
New Hourly Rate	<u>\$32.00</u>

Scenario 3 - 7.5% raise minus 2% rate increase given 7/20/2023 = 5.5% add'l pay raise:

Current Hourly Rate	30.60
5.5% add'l pay raise (30.60 x 0.055)	1.68
New Hourly Rate	<u>\$32.28</u>

Scenario 4 - 8.4% raise minus 2% rate increase given 7/20/2023 = 6.4% add'l pay raise:

Current Hourly Rate	30.60
6.4% add'l pay raise (30.60 x 0.064)	1.96
New Hourly Rate	<u>\$32.56</u>

PVGID OPERATIONS REPORT FOR  
VOLUNTEER WORK DONE BY TRUSTEE DON OTTO  
Report Period 7/14/2023 to 8/10/2023  
ATTACHMENT: 8/17/2023 Meeting    Agenda Item 9.a.

Operator: Don Otto worked 124 hrs (Donated time)

Driver: Matt McKibbon (hourly pay)

Roads Partial and Complete Grading:

1. Broken Spur
2. Crazy Horse
3. Yellow Tail
4. Amy South, with import from Ironwood Pit
5. Wild Horse
6. Crossover
7. Silver Horse
8. Bacon Rind (North and South)
9. Twin Springs
10. Grass Valley North, with import from Wayside Pit
11. Range Land
12. Peak
13. Roadrunner
14. Right Hand Canyon
15. Quaking Aspen, with import from Wayside and Ironwood

Other:

1. Replaced Stop Sign at Pyramid Hwy and Whiskey Springs intersection
2. Drove and assessed most system roads, some multiple times

Repairs:

1. Replaced battery in Peterbilt gravel truck
2. Replaced hydraulic hose on 770 grader

2023 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, SC=Seal Coats, EP=Edge Paving, ER=Emergency Repairs, DR=Debris Removal, DG=DG Added, R=Request Received

			2023 Operations Manager's Report Date											
P=Paved UP=Unpaved	Road Segment	Miles	01/15	02/12	03/12	04/16	05/14	06/11	07/16	08/13	09/17	10/15	11/12	12/17
UP	Amy (N)	0.1												
UP	Amy (Whiskey Springs - James Ranch)	1.57	SR		G									
P	Amy (James Ranch - Ironwood)	0.88	SR	AM					AM					
UP	Amy (Ironwood - Wilcox Ranch)	0.4	SR	G										
UP	Amy (S) (Wilcox Ranch - End)	1.4	R/SR				CC(1)			R/G prtl				
UP	Anniversary	0.5												
P	Axe Handle (Pyramid - Curnow Canyon)	3	SR	AM		ER,AM			R prtl					
P	Bacon Rind (N: Axe Handle - End of Surfacing)	0.5												
UP	Bacon Rind (N: End of Surfacing - End)	1.2								G				
UP	Bacon Rind (S: Axe Handle to Sky Canyon)	1.25								G prtl				
UP	Bacon Rind (S: Sky Canyon - End/Sage Cyn)	0.25												
UP	Big Dog (Prairie - Turn/4700 Big Dog)	0.6												
UP	Bootstrap	0.5												
UP	Broken Spur (N)	0.2												
UP	Broken Spur (S: Whiskey - Tumbleweed)	0.38	SR	R	R	G				R/G				
UP	Broken Spur (S: Tumbleweed - Morgan Ranch)	1.12	SR	R	R	G				R/G				
P	Broken Spur (S: Morgan Ranch - Sharrock)	0.9	SR											
UP	Chantry Flats	1.1	SR											
UP	Chieftan (Pasture View - Vista Trail)	0.8												
UP	Crazy Horse (Wilcox - Yellow Tail)	0.73	SR				R/CC(1)		R prtl	G				
UP	Crazy Horse (Yellow Tail - End)	0.37	SR											
UP	Crossover (N)	0.2												
UP	Crossover (Wild Horse - Twin Springs)	0.6								G				
UP	Curnow Cyn (Axe Handle - Quonset)	0.9	SR		G									
UP	Curnow Cyn (Quonset - Top of Hill 455 CCRd)	0.9	SR		G									
UP	Curnow Cyn (Top of Hill - Stop/190 CCRd)	0.8	SR		G									
UP	Easy Jet (Range Land S - End)	0.4												
UP	Flagstone	0.2												
UP	Grass Valley (W) (Pyramid - Flying Eagle Air)	1.6	R Base	R/SR		R/G,ER			R/G					
UP	Grass Valley (W) (Flying Eagle Air - End)	2.25							R/G prtl					
UP	Grass Valley (Pyramid - Wayside)	2.6						G prtl						
UP	Grass Valley (Wayside - Whiskey)	0.5						G		G prtl				







Second Reading and Adoption  
Regular Meeting  
August 20, 2020

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. F20-R1

ROADS ACCEPTED FOR MAINTENANCE AND  
LEVEL OF MAINTENANCE DESIGNATIONS

WHEREAS, Resolution No. F06-R1 - Roads Accepted for Maintenance and Level of Maintenance (LOM) Designation - was intended to supersede Resolution No. F77-R4 - Road Maintenance, Seasonal Roads - but the resolution, as written, did not specifically state that it superseded the earlier resolution; and;

WHEREAS, Resolution No. F93-R1 - Resolution for Accepting Seasonal and Future Roads for Normal Maintenance by Palomino Valley General Improvement District - was revised by Resolution No. F16-R2 - Revision of Resolution No. F93-R1 - Procedure for Accepting Roads for Maintenance by the PVGID and the Requisite Road Standards. The revised resolution did not include any language regarding roads designated and listed as "Seasonal Roads" in the 1977 resolution.

NOW, THEREFORE, be it RESOLVED:

1. This resolution supersedes previous resolutions F77-R4, F93-R1, and F06-R1 for maintenance of existing roads.
2. Acceptance of new roads for maintenance is covered by Resolution No. F16-R2.
3. The classification of "Seasonal Roads" described in previous Resolution No. F77-R4 is hereby terminated. These roads will be elevated to LOM 3. Residents on roads previously listed as seasonal who desire to have road improvements beyond normal grading shall bear the cost of road improvements. It will not be the responsibility of the PVGID to upgrade these roads except where deemed practical and cost effective by the Board. These roads shall be maintained in their present condition and width.
4. The list of Palomino Valley GID Accepted Roads and Level of Maintenance Amended August 20, 2020 is attached and made a part hereto. This list should be reviewed and possibly updated every ten (10) years as growth occurs within the District.
5. Upon a resolution to add, delete, or change the level of maintenance for an accepted road, the Board of Trustees must draft a resolution to amend the list of "Accepted Roads and Level of Maintenance." The resolution must include the following:
  - Name of Road
  - Portion of Road to be Added or Deleted (if applicable)
  - Number of Miles to be Added or Deleted (if applicable)
  - Level of Maintenance Designation (1, 2, or 3)

- 6. The Level of Maintenance designation for each road or road segment was based on the level of traffic when Resolution No. F06-R1 was written in 2006, and generally correlates with the number of residences served. The LOM classifications are not a guarantee of how many times a year any particular road segment will be graded since other factors such as weather events, and subgrade soil characteristics are also involved. The Operations Manager shall, on a regular basis, survey roadways and establish priorities for maintenance. Requests for maintenance received from residents shall be analyzed by the Operations Manager who will determine validity and establish priorities for grading and other maintenance. The LOM designations set standards that can be used as a guide with the understanding that in certain situations a road may require repair or maintenance that is not commensurate with its LOM, but is necessary to keep a road serviceable.
- 7. Roads throughout the District will not be maintained when weather and/or road conditions are unsafe or hazardous to GID personnel and/or equipment.

BE IT FURTHER RESOLVED that this Resolution be spread at large upon the minutes or attached thereto.

Upon motion by Trustee Dennis, and seconded by Trustee Currivan, the foregoing Resolution was passed and adopted this 20th day of August, 2020 by the following vote:

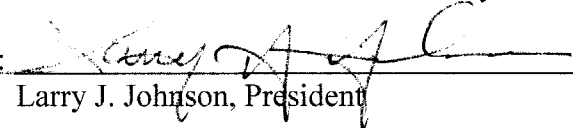
AYES: Trustee Dennis, Trustee Currivan, and Trustee Johnson

NAYS: Trustee Otto

ABSENT: Trustee Breitmeyer

ABSTAIN: None

Board of Trustees of the Palomino Valley General Improvement District

By:   
 \_\_\_\_\_  
 Larry J. Johnson, President

**NOTE:** This Resolution cannot be amended or cancelled without a vote of the PVGID Board of Trustees.

**PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE  
AMENDED AUGUST 20, 2020**

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Amy	2.45	Whiskey Springs South to . . . .	Ironwood
1	Amy	0.4	Ironwood South to . . . . .	Wilcox Ranch
2	Amy	1.4	Wilcox Ranch South to . . . . .	End
2	Amy	0.1	Whiskey Springs North to . . . .	N end: 39° 47.810N 119° 36.698W
3	Anniversary	0.5	All	
1	Axe Handle	3.0	All	39° 44.138N 119° 38.850W
2	Bacon Rind	1.5	Axe Handle So. to . . . . .	39° 43.017N 119° 40.652W (Sage Cyn)
2	Bacon Rind	1.7	Axe Handle North to . . . . .	End
3	Big Dog	0.6	Prairie to . . . . .	39° 46.389N 119° 42.321W (4700 BD)
3	Bootstrap	0.5	Broken Spur East to . . . . .	39° 48.336N 119° 36.694W
2	Broken Spur	2.4	Whiskey Springs South to . . . .	End
3	Broken Spur	0.2	Whiskey Springs North to . . . .	End
3	Chantry Flats	1.1	All	
3	Chieftan	0.8	Pasture View to . . . . .	Vista Trail
2	Crazy Horse	1.1	All	
2	Crossover	0.6	Wild Horse South to . . . . .	Twin Springs
3	Crossover	0.2	Wild Horse North to . . . . .	N end: 39° 45.171N 119° 35.058W
2	Curnow Canyon	0.9	Axe Handle to . . . . .	39° 43.676N 119° 39.229W (Quonset)
3	Curnow Canyon	1.7	39° 43.676N 119° 39.229W to	39° 43.018N 119° 38.404W (190 CC)
3	Easy Jet	0.4	All	
3	Flagstone	0.2	All	
3	Grass Valley	3.6	Pyramid Hwy West to . . . . .	End
2	Grass Valley	3.1	Pyramid Hwy Southeast to . . .	Whiskey Springs
2	Grass Valley	0.8	Whiskey Springs South to . . . .	Turf Farm--39° 47.582N 119° 37.842W
2	Grass Valley	0.8	Sharrock North to . . . . .	N End: 39° 46.722N 119° 37.835W
3	Grey Van	1.2	Range Land South to . . . . .	End
3	Hay Canyon	0.3	All	
3	Hockberry	1.0	All	
1	Ironwood	4.9	Pyramid Hwy to . . . . .	Amy
3	Ironwood (Little)	1.0	Whiskey Springs South to . . . .	Ironwood

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE  
AMENDED AUGUST 20, 2020

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
3	Jackrabbit	1.0	All	
3	Lost Spring	1.0	All	
3	Mid	0.3	All	39° 42.108N 119° 32.838W
3	Morning Dove	0.2	All	
2	Pasture View	2.0	Whiskey Springs South to . . . .	End
3	Pasture View	0.8	Whiskey Springs North to . . . .	End
2	Peak	0.7	Winnemucca Ranch East to . .	Peak
2	Peak	1.7	Range Land South to . . . . .	End
3	Pioche	0.2	All	
3	Piute Creek	1.7	Whiskey Springs to . . . . .	39° 46.650N 119° 31.841W (2155 PC)
3	Pony Springs	0.8	All	
2	Prairie	1.0	All	
2	Quaking Aspen	1.4	Wilcox Ranch to . . . . .	Hidden Canyon
2	Quaking Aspen	0.6	Hidden Canyon to . . . . .	O'Hara
3	Quaking Aspen	3.3	O'Hara East to . . . . .	Mountain Aspen
1	Range Land	2.9	All	
3	Rebel Cause	1.2	Range Land South to . . . . .	End
2	Right Hand Canyon	3.2	Whiskey Springs to . . . . .	Raptor: 39° 45.333N 119°32.592W
3	Right Hand Canyon	1.8	Raptor South to . . . . .	End: 39° 44.853N 119°31.008W
3	Roadrunner	1.4	Winnemucca Ranch to . . . . .	Ernie: 39° 50.814N 119° 42.884W
3	Sage Flat	1.3	Whiskey Springs North to . . . .	End
2	Sharrock	2.1	All	
3	Silver Horse	1.0	Wild Horse to . . . . .	39° 45.383N 119° 34.498W
3	Space Test	0.5	All	
3	Tartan	0.2	All	
2	Twin Springs	0.3	Wilcox Ranch East to . . . . .	Crossover
3	Twin Springs	1.9	Crossover East to . . . . .	End
3	Two Forty	0.4	All	
2	Wayside	0.8	Grass Valley to . . . . .	End: 39° 48.664N 119° 37.126W
1	Whiskey Springs	7.0	All	

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

PALOMINO VALLEY GID ACCEPTED ROADS AND LEVEL OF MAINTENANCE  
AMENDED AUGUST 20, 2020

LEVEL OF MAINT	ROAD NAME	MILES	PORTION ACCEPTED	END GPS
1	Wilcox Ranch	4.0	Amy to . . . . .	Goodher
2	Wilcox Ranch	1.0	Goodher to . . . . .	Mid
2	Wild Horse	3.4	Whiskey Springs South to . . . .	End
3	Wild Horse	0.8	Whiskey Springs North to . . . .	End
3	Wrangler	0.8	Right Hand Canyon to . . . . .	39°45.782N 119° 32.381W
2	Yellow Tail	2.1	All	
<b>TOTAL Miles Maintained</b>		<b>93.25</b>		
	Miles of Asphalt	19.95		
	Miles of Dirt	73.30		
<b>LEVEL OF MAINTENANCE (LOM) DEFINITIONS</b>				
PRIMARY -- LOM 1:		24.65	Miles	
> High Traffic				
> Main Collector Road (Most of these roads connect with Pyramid Hwy)				
SECONDARY -- LOM 2:		34.7	Miles	
> Moderate Traffic				
> Secondary Collector Road (One or more roads connect with these roads)				
> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.				
TERTIARY -- LOM 3:		33.9	Miles	
> Low Traffic				
> Not a Collector Road				
> Seasonal Maintenance--Road will not be maintained when weather and/or road conditions are unsafe or hazardous to GID crew and/or equipment.				

Level of Maintenance: 1 = Primary 2 = Secondary 3 = Tertiary

Regular Meeting  
March 24, 1977  
Minutes: page 44

**RESOLUTION NO. F77-R4**

**ROAD MAINTENANCE  
SEASONAL ROADS**

A Resolution Designating Certain Seasonal Roads and Maintenance Standards for Seasonal Roads was presented to the Trustees. Upon motion by Trustee Tiller, seconded by Trustee Ager and unanimously carried, said Resolution was adopted.

Job # 8676  
January 13, 1977

PALOMINO VALLEY GENERAL IMPROVEMENT DISTRICT

Recommended Maintenance Standards

"Seasonal Roads"

On September 8, 1975 the Palomino Valley General Improvement District adopted road standards as part of the minutes. In those standards, a seasonal road was defined as follows:

"Certain roads far up the canyons are to be for summer use only, i.e. no snow removal. These roads will only serve a few parcels, and due to the rugged terrain the cross section of the travelled way may be as narrow as 12 feet. This section will be restricted for use only in those cases that substantial damage to the terrain would occur if a wider road were to be constructed."

The PVGID at this time identifies, for maintenance standards, the following roads taken from the master plan of Palomino Valley and field inspection as seasonal roads:

1. Right Hand Canyon Road - from the end of the existing pavement to the cul-de-sac.
2. Wrangler Road - all
3. Quaking Aspen Road - from the west line of Section 5, T 21N, R 22E, to the end.
4. Microwave Road - all
5. Curnow Canyon Road - all
6. Space Test Road - all

The following maintenance standards shall apply to the above seasonal roads.

1. No snow removal
2. One spring maintenance with blade
3. Emergency spot maintenance during the months of May through October in the event the road becomes impassable by four wheel drive vehicles.



PVGID Administrator <palvalgid@gmail.com>

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## Interest in Joining Nevada Coalition of Unincorporated Towns and GIDs - Palomino Valley GID

1 message

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**Wesley Harper** <harpertalent@gmail.com>  
To: Palomino Valley GID <palvalgid@gmail.com>

Thu, Jul 6, 2023 at 1:16 PM

Good Morning President Baker!

My name is Wesley Harper and I am hoping to learn your interest in joining a statewide coalition of Nevada's unincorporated towns and General Improvement Districts.

I am the former Executive Director of the Nevada League of Cities and Municipalities and the towns of Gardnerville and Minden are members of the League along with the GIDs of Kingsbury, Indian Hills, Gardnerville Ranchos, and Incline Village. Kingsbury approached me with the idea of organizing unincorporated towns and GIDs statewide to advance shared priorities.

The Coalition's purpose would be to elevate and advance common priorities at both the state and federal levels. At this point, common priorities are federal grant money for roads specifically, and for infrastructure, economic development, and recreation more broadly, to leverage the expertise of the Nature Conservancy [www.nature.org/en-us](http://www.nature.org/en-us), a nonprofit with international experience in helping local and national governments to preserve natural environments, and to create a shared, scalable, and fiscally responsible cyber security operations center.

I am canvassing Nevada's 23 municipal GIDs and its 47 towns to learn which are interested in forming a coalition. There are no membership dues to join. Any financial investment by members will be based upon the coalition's interest to advance a priority or agenda. Not all efforts to advance a priority will have a cost. On August 1 and September 12, I will give an update of the canvassing progress.

The Coalition would be positioned to have an influential voice with Governor Lombardo and it has the opportunity to move its agenda during the 2025 Legislative Session. I expect to complete the canvass no later than September 29 and to convene a virtual meeting of Coalition members in October to finalize priorities and to discuss advancement strategies.

To date, besides Kingsbury, I have spoken or met with Gardnerville, Minden, Indian Hills, Genoa, Incline Village, and Tonopah and each is enthusiastic about the possible achievements of the Coalition. I hope that you have an interest in learning more and that we can arrange a time for a conversation.

Best to you,

Wesley Harper  
702.817.5718



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**Status Report 8.1.23 - Nevada Coalition of Unincorporated Towns and GIDs**

1 message

**Wesley Harper** <wesley@harper-insight.com>

Tue, Aug 1, 2023 at 9:02 PM

To: cortiz@svgid.com, trustees@caverockgid.org, admin@rhgid.org, sullivanaskylandgid@gmail.com, TREGID2023@gmail.com, info@zephyrknollsgid.org, Teri@stagecoachgid.com, palvalgid@gmail.com, dqualls@douglasnv.us, town@townofamargosa.com, nsilberschlag@townofroundmountain.com, townmgr@tonopahnevada.com, somis5@cs.com, agreed@grgid.com, cjohnson@indianhillsnevada.com, EHNilssen@douglasnv.us, jfrisby@douglasnv.us  
Cc: mitch@kgid.org, Christine Johnson <christine@harper-insight.com>

Hello Everyone!

Thank you for reviewing the attached August 1 Status Report for the Nevada Coalition of Unincorporated Towns and GIDs. In this update, we will list the number of possible members, explain the three types of municipal governance, summarize membership interest to date, and our intended future steps.

Our next update will be on September 12.

Thank you!

Wesley  
702.817.5718

**Status Report 8.1.23 - Nevada Coalition of Unincorporated Towns and GIDs.docx**

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# **Nevada Coalition of Unincorporated Towns and General Improvement Districts Status Report As of August 1, 2023**

## Introduction

I am Wesley Harper and my partner is Christine Johnson. We are the former Executive Director and Deputy Director of the Nevada League of Cities and Municipalities and the owners of Harper Professional Services (HPS) (website expected in late August). HPS is engaged in government affairs, economic development, and public policy with a focus on municipal and local government priorities. Our first client was the Kingsbury General Improvement District, and they suggested the formation of a statewide coalition of Nevada's unincorporated towns and General Improvement Districts (GIDs).

## Purpose

The Coalition's purpose is to elevate and advance common priorities of Coalition members at both the state and federal levels. The Coalition is positioned to have an influential voice with Governor Lombardo and it has the opportunity to advocate its agenda during the 2025 Legislative Session.

Currently, the Coalition's priorities are to secure federal grant money for roads, infrastructure, economic development, and recreation, to leverage the expertise of the Nature Conservancy [www.nature.org/en-us](http://www.nature.org/en-us), a nonprofit with international experience in helping local and national governments to preserve natural environments, and to create a shared, scalable, and fiscally responsible cyber security operations center.

We have begun canvassing Nevada's municipal GIDs, towns, and a special district to learn which are interested in joining the Coalition. There are no membership dues. Any financial investment by members will be based upon the members' interest to advance a priority or agenda. Not all efforts to advance a priority will have a cost.

## Structure

Currently, the Coalition is, in essence, a statewide informal club of unincorporated towns and GIDs. There is no formal leadership structure or bylaws. There are no officers or committees. This approach emphasizes efficient results in lieu of structure, but if members prefer a structured affiliation, then one can be organized.

## Possible Membership

There are 71 possible Coalition members consisting of 47 towns, 23 GIDs, and one special district.

<b>County</b>	<b>Type</b>	<b>Municipality</b>
Washoe	District	Sun Valley Water & Sanitation
Douglas	GID	Cave Rock Estates
Douglas	GID	Gardnerville Ranchos
Douglas	GID	Indian Hills
Douglas	GID	Kingsbury
Douglas	GID	Lakeridge
Douglas	GID	Logan Creek Estates
Douglas	GID	Marla Bay
Douglas	GID	Oliver Park
Douglas	GID	Round Hill
Douglas	GID	Sierra Estates
Douglas	GID	Skyland
Douglas	GID	Topaz Ranch Estates
Douglas	GID	Zephyr Cove
Douglas	GID	Zephyr Heights
Douglas	GID	Zephyr Knolls
Eureka	GID	Devil's Gate
Humboldt	GID	Kings River
Lincoln	GID	SE Lincoln Co Habitat Conservation
Lyon	GID	Stagecoach
Lyon	GID	Willowcreek
Washoe	GID	Gerlach
Washoe	GID	Incline Village
Washoe	GID	Palomino Valley
Clark	Town	Bunkerville

Status Report

### **Nevada Coalition of Unincorporated Towns and General Improvement Districts**

Harper Professional Services

[wesley@harper-insight.com](mailto:wesley@harper-insight.com)

[christine@harper-insight.com](mailto:christine@harper-insight.com)

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Clark	Town	Enterprise
Clark	Town	Indian Springs
Clark	Town	Laughlin
Clark	Town	Moapa
Clark	Town	Moapa Valley
Clark	Town	Mt. Charleston
Clark	Town	Paradise
Clark	Town	Searchlight
Clark	Town	Spring Valley
Clark	Town	Summerlin
Clark	Town	Sunrise Manor
Clark	Town	Whitney
Clark	Town	Winchester
Douglas	Town	Gardnerville
Douglas	Town	Genoa
Douglas	Town	Minden
Elko	Town	Jackpot
Elko	Town	Montello
Elko	Town	Mountain City
Esmeralda	Town	Goldfield
Esmeralda	Town	Silver Peak
Eureka	Town	Crescent Valley
Eureka	Town	Eureka
Lander	Town	Austin
Lander	Town	Battle Mountain
Lander	Town	Kingston
Lincoln	Town	Alamo
Lincoln	Town	Panaca
Lincoln	Town	Pioche
Mineral	Town	Hawthorne
Mineral	Town	Luning
Mineral	Town	Mina
Mineral	Town	Walker Lake
Nye	Town	Amargosa
Nye	Town	Beatty
Nye	Town	Gabbs
Nye	Town	Manhattan
Nye	Town	Pahrump
Nye	Town	Round Mountain
Nye	Town	Tonopah

Status Report

**Nevada Coalition of Unincorporated Towns and General Improvement Districts**

Harper Professional Services

[wesley@harper-insight.com](mailto:wesley@harper-insight.com)

[christine@harper-insight.com](mailto:christine@harper-insight.com)

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Pershing	Town	Imlay
Storey	Town	Goldhill
Storey	Town	Virginia City
White Pine	Town	Lund
White Pine	Town	McGill
White Pine	Town	Ruth

The governance structure of unincorporated towns and GIDs is one of three forms:

1. Elected by municipal residents,
2. Managed by those appointed by its County Commission, or
3. Directly governed by its County Commission.

To date, we have contacted municipalities with elected boards, which are the following.

<b>County</b>	<b>Type</b>	<b>Municipality</b>
Washoe	District	Sun Valley Water & Sanitation
Douglas	GID	Cave Rock Estates
Douglas	GID	Gardnerville Ranchos
Douglas	GID	Indian Hills
Douglas	GID	Kingsbury
Douglas	GID	Lakeridge
Douglas	GID	Logan Creek Estates
Douglas	GID	Marla Bay
Douglas	GID	Oliver Park
Douglas	GID	Round Hill
Douglas	GID	Sierra Estates
Douglas	GID	Skyland
Douglas	GID	Topaz Ranch Estates
Douglas	GID	Zephyr Cove
Douglas	GID	Zephyr Heights
Douglas	GID	Zephyr Knolls
Lincoln	GID	SE Lincoln Co Habitat Conservation
Lyon	GID	Stagecoach
Lyon	GID	Willowcreek

Status Report

**Nevada Coalition of Unincorporated Towns and General Improvement Districts**

Harper Professional Services

[wesley@harper-insight.com](mailto:wesley@harper-insight.com)

[christine@harper-insight.com](mailto:christine@harper-insight.com)

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Washoe	GID	Incline Village
Washoe	GID	Palomino Valley
Douglas	Town	Gardnerville
Douglas	Town	Genoa
Douglas	Town	Minden
Nye	Town	Amargosa
Nye	Town	Round Mountain
Nye	Town	Tonopah

*Orange* signifies that the municipality expressed an interest in joining the Coalition.

*Red* is the founding member.

*Blue* signifies that a virtual meeting has been requested.

*Green* signifies that the idea of the Coalition has been agendaized for the Board.

*No color* signifies that we are having difficulty contacting. Any assistance would be appreciated.

We will begin contacting possible members with appointed boards and those directly governed by county commissions this month.

### Next Steps

We expect to complete the canvass no later than September 29 and to convene a virtual meeting of Coalition members in October to finalize state and federal priorities, to discuss advancement strategies, and to discuss the Coalition’s structure. We will provide our next progress report on September 12.

In April 2024, we intend an in-person gathering of the Coalition to discuss the progress of Coalition priorities, to set a legislative agenda for the 2025 Legislative Session, and to choose a federal advocacy strategy.

## Declaration of Recall

Thursday, August 17, 2023

For the Record: Larry Chesney

After eight months of observing a totally dysfunctional Board of Trustees of the Palomino Valley General Improvement District, I have made the decision to initiate recall of Trustees, Tom Baker (President of the Board) and Don Otto (Vice president of the Board).

I will be assembling a Recall Committee post haste and move as speedily as the legal process allows.

Mr. Secretary to the board Greg Dennis I hear by present this declaration to you for placement in the official minutes and record of the Palomino Valley General Improvement District.