

CHURCHILL COUNTY MOSQUITO, VECTOR & NOXIOUS WEED ABATEMENT DISTRICT

BOARD OF TRUSTEES

CHURCHILL COUNTY, NEVADA

7400 Reno Highway

Fallon, Nevada 89406

(775) 423 – 2828

Fax: (775) 428 – 2829

E-mail: servicerequest@ccmosquito.org

Website: ccmosquito.org

*****NOTICE OF PUBLIC MEETING*****

Please Post

PLACE OF MEETING: Churchill County Administration Complex, Room 102

155 North Taylor, Fallon, Nevada

DATE: Thursday the 12th day of October 2023

TIME: 5:30 P.M.

TYPE OF MEETING: August and September 2023 Operations Report

Notes:

1. This meeting is subject to all provisions of Nevada Open Meeting Law (NRS Chapter 241). Except as otherwise provided for by law, this meeting is open and public.
2. Action **will** be taken on all agenda items unless otherwise noted.
3. The agenda is a tentative schedule. The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees may act upon the people's business in the most efficient manner possible.
4. In the interest of time, the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to impose uniform time limits upon matters devoted to public comment.
5. Any statement made by a member of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees during the public meeting is absolutely privileged.

Agenda:

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Public Comment.**
4. **Review and Adoption of Agenda.**
5. **Discussion, possible action and/or approval of the Minutes from August 10, 2023.**
6. **Certificate of Posting.**

7. Correspondence.

1. August 4, 2023 Liberty Pond Mosquito service request – Churchill County PIO.
2. California Arboviral update – August 4, 2023.
3. August 15, 2023 Debt Management Committee submission
4. August 18, 2023 Debt Management Committee – District submission.
5. August 23, 2023 Property Appraisal for NPAIP.
6. August 25, 2023 Upcoming NDA Funding for Noxious Weed Control.
7. September 6, 2023 Weed Concerns – Loreli LeBaron
8. September 6, 2023 Positive Mosquito Pools – Laura Morrow
9. September 11, 2023 Audit information request – Katie Dinneen
10. September 13, 2023 Invasive Weed Funding – Jake Dick
11. September 14, 2023 Weed Concern protocol – Loreli LeBaron
12. September 14, 2023 GASB75 Information request – Lori Watts
13. September 20, 2023 Meeting on October 10, 2023 EDRR -Jake Dick
14. September 27, 2023 Streamline Breakdown – Zach Burkel
15. September 28, 2023 Alhambra Water purchase
16. September 28, 2023 October EAP Resources – Alexandra Rosa

8. Appointments.

9. Old Business.

1. Discussion regarding this season’s climate reports.
2. Discussion regarding birds and their competency in transmitting arboviruses.
3. Discussion regarding diseases that are considered arboviruses or more familiarly known as mosquito-borne illnesses.
4. Discussion and possible action regarding the in-house dry ice program with respect to the following points:
 - A Cost
 - B Liability
 - C Viability
 - D Safety
 - E Storage
 - F Payments to Trustee Grondin

10. New Business.

11. District Manager's Report and Operations Review.

12. Board Members' Report.

13. Any Requests for Future Agenda Items.

14. Expenditures.

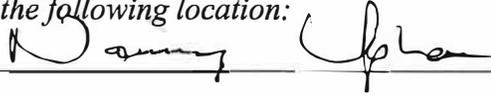
August 2023 Expenditures

September 2023 Expenditures

15. Public Comment.

16. Adjournment.

I, Nancy Upham, on behalf of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees, do hereby certify that I posted, or caused to be posted, a copy of this notice of public meeting, at approximately 9 AM on the 6th day of October 2023, at the following location:



1. District Office 7400 Reno Highway, Fallon, Nevada
2. Churchill County Law Enforcement Facility, 73 N. Maine St. Fallon, Nevada
3. Churchill County Administrative Office Complex, 155 N. Taylor St. Fallon, Nevada
4. Churchill County Website @ <https://churchillcounty.org>
5. The State of Nevada Website @ <https://notice.nv.gov/>

Disclosures:

- * Churchill County Mosquito, Vector, and Noxious Weed Abatement District is an equal opportunity provider and employer.
- * Any witness who is testifying before a public body is absolutely privileged to publish defamatory matters as a part of the public meeting, except that it is unlawful to misrepresent any fact when testifying.
- * The contact person for the information is District Manager, Nancy Upham at (775) 423-2828.

Accommodations:

Churchill County Mosquito, Vector, and Noxious Weed Abatement District will make all reasonable efforts to assist and accommodate physically handicapped persons desiring to attend. Persons who are disabled and require special assistance may contact the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees in writing at 7400 Reno Highway, Fallon, Nevada 89406, or by calling (775) 423-2828.

Procedures:

- * The public meeting may be conducted according to the rules of parliamentary procedure.
- * Matters set upon the "consent agenda" may be discussed and considered as part of new business as necessary.
- * Persons providing public comment will be asked to state their name for the record.
- * Persons providing testimony during a public hearing will be sworn as witnesses.
- * The Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.
- * Appointments need to be made to the District Manager at least four (4) working days before the meeting date.
- * If desired, the public is allowed to speak for a three-minutes maximum after each action item.
- * Items on the agenda may be taken out of order.
- * The public body may combine two or more agenda items for consideration.
- * The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Public Records:

- * An audio tape recording of this meeting will be made and preserved for a period of one (1) year.
- * Copies of supporting materials provided to the Churchill County Mosquito, Vector, and Noxious Weed Abatement District Board of Trustees are available upon request.

Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting August 10th, 2023
OPEN MEETING SESSION

1. Call to Order

Chairwoman, Cynthia McGarrah called the meeting to order at 5:30 P.M.

BOARD OF TRUSTEES

Chairwoman, Cynthia McGarrah
Vice Chairman, Marion Jonte
Trustee, Richard Grondin
Trustee, Barry Stewart
Trustee, Kim Turner

Legal Counsel, Joe Sanford
District Manager, Nancy Upham
Assistant Manager, JD MacKay
Board Secretary, Melania Sagi

Public Present

None

2. Pledge of Allegiance:

All stood for the Pledge of Allegiance.

3. Public Comment:

None

4. Review and Adoption of the Agenda:

District Manager, Nancy Upham, requested that the Agenda be adopted as is. Trustee Richard Grondin made a motion to adopt the Agenda, Trustee Barry Stewart seconded the motion, and it passed unanimously.

5. Discussion and Approval of Minutes from July 13th, 2023:

Vice Chairman, Marion Jonte made a motion to approve the minutes from July 13th, 2023. Trustee Kim Turner seconded the motion and it passed unanimously.

6. Certificate of Posting:

Ms. Upham stated that the Agenda was posted in accordance with NRS.

7. Correspondence:

1. 07-03-2023 POOL/PACT Certificate of Participation for:
 - a. Overall Liability
 - b. Pollution Legal Liability
 - c. Cyber and Property Liability

Ms. Upham explained that these were the certifications from POOL/PACT verifying our coverage. Mr. Stewart asked what Cyber Liability entailed. Board Secretary, Melania Sagi responded that it was protection for the District when it comes to communications, the website, and anything to do with our online presence.
2. 07-06-2023 Recent legislation affecting public sector businesses and collective bargaining.

This is some of the language that describes the legislation that affects entities involved with public service. Ms. Upham stated that she was consulting with the District personnel attorney, Jordan Walsh, to hopefully decertify the Union.
3. 07-07-2023 Climate report for June 2023
Ms. Upham offered to bring a high-point comparison between June and July to the next Board Meeting.
4. 07-07-2023 California Arboviral update.

This report shows how mosquito-carrying diseases are affecting California. This gives the District an idea of what it can tentatively expect since these diseases will typically affect California first.
5. 07-13-2023 Department of Transportation communication regarding reimbursement for noxious weed work for 2021-2022.

The District requested reimbursement for work completed during fiscal years 2020-2021 and 2021-2022. Fiscal year 2021-2022 was paid but 2020-2021 has become a stale file.
6. 07-14-2023 California Arboviral update.
7. 07-27-2023 Department of Transportation State Claim reimbursement.
8. 07-27-2023 Fallon Tribal Department requesting an aerial contract.

The Paiute Shoshone tribe requested information about aerial spray contracts. Ms. Upham suggested the tribe negotiate with Frey Spray Inc. to obtain their own contract to avoid any budgeting confusion.
9. 07-27-2023 Department of Agriculture — Dodder Information.

Dodder is an invasive weed that has become prevalent in Churchill County. Included is information about this plant.
10. 07-27-2023 Carson Water Subconservancy District Floodplain Management.
11. 07-28-2023 California Arbovirus update

8. Appointment:

None

9. Old Business:

1. Discussion and possible action regarding the District’s Mission Statement and Goals. Ms. Upham requested the Board member’s assistance to review and revise the District’s Mission Statement and Goals. The document is outdated and some of the wording would benefit from the fresh perspective of the new Board members. Ms. Sagi asked the Board members to edit, correct, and cover the document in suggestions and then return them to her at their earliest convenience.

10. New Business:

1. Brief discussion of Arboviruses (mosquito-borne illnesses) especially pertaining to Churchill County. This is an invitation to a more detailed discussion later. Ms. Upham explained that this would be a very brief overview of arboviruses so that she could compose an in-depth PowerPoint for the future based on the Board members’ questions and interests. Mr. Jonte asked which birds better amplify viruses and which viruses are more prevalent in the fowl species. Ms. Upham responded that she would include a breakdown and the next meeting.

11. District Manager’s Report and Operations Review:

Ms. Upham explained that the Field technicians were told to distribute long-term larvicides since they have so much territory to cover. There has been one adulticide flight over Carson Lake.

Mr. Stewart asked if the airboat was getting much use. Assistant Manager JD MacKay responded that, yes, he and a technician have taken it out quite a few times. Mr. Stewart asked about fuel consumption. Mr. MacKay said that it burns quite a bit of fuel. It requires jet fuel, so they try to keep that cost in mind when utilizing it.

12. Board Member’s Reports:

None

13. Any Request for Future Agenda Items:

Mr. Jonte requested information about vector carriers.

Ms. McGarrah added the District’s Mission Statement and Goals revisions.

Mr. Stewart would like an education program for mosquito control to be looked into for grade school-age children.

14. Expenditures:

July 2023 Expenditures:

| | |
|----------------|---------------------|
| Payroll: | \$49,801.80 |
| Vendors: | \$7,946.98 |
| Reimbursement: | \$-2,4700.00 |
| Total: | \$55,278.78 |

Mr. Stewart made a motion to approve the July 2023 Expenditures. Mr. Grondin seconded the motion and it passed unanimously.

15. Public Comment:

None

16. Adjournment:

Ms. McGarrah called the meeting to a close at 6:31 P.M.

SIGNATURE:

Chairwoman or Vice Chairman

DATE:

From: Anne McMillin

Sent: Friday, August 4, 2023 10:01 AM

To: Nancy at CCMosquito

Cc: Jorge Guerrero

Subject: Complaints about mosquitos at Liberty Pond

Hi Nancy,

I received a call from Agnes Estes, (775)423-0114, who wants the mosquito problem at Liberty Pond addressed. She said the kids play soccer out there and are getting eaten alive.

Ms. Estes said she has contacted Mosquito Abatement several times, but only gets a recording.

I'm hopeful you can reach out to her and address this issue.

Thank you,

Anne McMillin, APR

Public Information Officer

Churchill County, Nevada

155 N. Taylor St., Ste 153

Fallon, NV 89406-2754

O: (775) 423-2266

C: (775) 666-8035

anne.mcmillin@churchillcountynv.gov

www.churchillcountynv.gov



California Arbovirus Surveillance Bulletin #17

Week 31 Friday, August 4, 2023



WEEKLY UPDATE

Humans

West Nile virus

A total of 6 human cases of West Nile virus (WNV) were reported this week from 5 counties: Kern (1), Merced (1), San Bernardino (2), San Joaquin (1), and Tulare (1). **These are the first human cases of WNV reported from Kern, Merced, San Bernardino, and San Joaquin counties this year.** In 2023, a total of 8 human cases of WNV have been reported from 5 counties: Kern (1), Merced (1), San Bernardino (2), San Joaquin (1), and Tulare (3). Of the 8 cases, (75%) had neuroinvasive disease. The median age of the case-patients was 43 years and 8 (100%) of the case-patients were male. The dates of symptom onset ranged from June 30 to July 20. In addition to the 8 WNV human cases, 2 asymptomatic WNV-positive blood donors have been reported from 2 counties: Butte (1), and San Bernardino (1). At this time last year, 7 human cases of WNV had been reported from 4 counties.

St. Louis encephalitis virus

No human cases of St. Louis encephalitis virus (SLEV) were reported this week. In 2023, 1 human case of SLEV has been reported from 1 county. At this time last year, 2 human cases of SLEV had been reported from 2 counties.

Dead Birds

A total of 34 new WNV positive dead birds were reported this week from 13 counties: Colusa (2), Contra Costa (1), Los Angeles (1), Placer (3), Riverside (4), Sacramento (12), San Bernardino (3), San Joaquin (2), Solano (1), Sonoma (1), Sutter (1), Tulare (1), and Yolo (2). **This is the first detection of WNV activity in Colusa and Sonoma counties and the first detection of a WNV positive bird in San Bernardino County this year.** In 2023, 181 WNV positive dead birds have been reported from 20 counties. At this time last year, 60 WNV positive dead birds had been reported from 13 counties.

Mosquito Pools

West Nile virus

A total of 393 new WNV positive mosquito pools were identified from 22 counties: Butte (10), Contra Costa (1), Fresno (11), Kern (10), Kings (14), Lake (5), Los Angeles (41), Madera (23), Merced (5), Orange (1), Placer (21), Riverside (13), Sacramento (30), San Bernardino (21), San Joaquin (48), Shasta (23), Stanislaus (25), Sutter (9), Tulare (39), Ventura (1), Yolo (37), and Yuba (5). **This is the first detection of WNV activity in Orange County this year and the first detection of a WNV positive mosquito pool in Ventura County this year.** In 2023, 1,582 WNV positive mosquito pools have been reported from 27 counties. At this time last year, 965 WNV positive mosquito pools had been reported from 22 counties.

St. Louis encephalitis virus

A total of 28 new SLEV positive mosquito pools were identified from 6 counties: Fresno (6), Kern (5), Kings (6), Madera (1), Riverside (9), and Tulare (1). In 2023, 162 SLEV positive mosquito pools have been reported from 9 counties. At this time last year, 12 SLEV positive pools had been reported from 4 counties.

Sentinel Chickens

A total of 14 WNV positive chickens were reported this week from Merced County. In 2023, 27 WNV positive chickens have been reported from 4 counties. At this time last year, 17 WNV positive chickens had been reported from 5 counties.



Churchill County Agenda Report

BOC
to: Nancy

Date Submitted: August 15, 2023

Agenda Item #: Consideration and possible action re: Submission of Debt Management Plans/Reports as required by NRS 350.0035 - F
Meeting Date Requested: August 25, 2023

To: Debt Management Commission
From: Nancy Upham, Churchill County Mosquito, Vector, and Noxious Weed Abatement District
Subject Title: Consideration and possible action re: Submission of the Churchill County Mosquito, Vector, and Noxious Weed Abatement District's letter regarding its indebtedness.

Type of Action Requested: Accept

Does this action require a Business Impact Statement? No

Recommend Board Action: motion to accept the Debt Management Reports as presented.

Discussion: The Churchill County Mosquito, Vector, and Noxious Weed Abatement District submits its letter indicating that the district has no general obligation debts, special assessments, or retirement schedules as indicated under NRS 350.0035.

Alternatives: N/A

Fiscal Impact: N/A

Explanation of Impact:

Funding Source: N/A

Prepared By: Pam Moore, Deputy Clerk to the Board

Reviewed By:

Date: August 21, 2023

Sherry Wideman, Comptroller

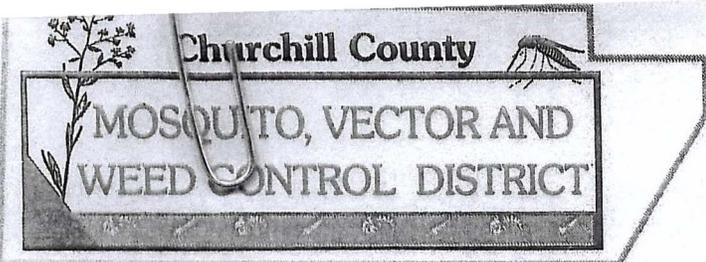
Board Action Taken:

Motion: Approve

1) Paul Harmon

Aye: 6

The submission of this agenda report by county officials is not intended, necessarily, to reflect agreement as to a particular course of action to be taken by the board; rather, the submission hereof is intended, merely, to signify completion of all appropriate review processes in readiness of the matter for consideration and action by the board.



P. O. Box 2468
Fallon, NV 89407-2468
775-423-2828
Fax: 775-428-2829
ccmosquito@cccom.net

August 18, 2023

Pam Moore
Churchill County General Obligation Bond Commission
155 N. Taylor Street, Suite 110
Fallon, Nevada 89406

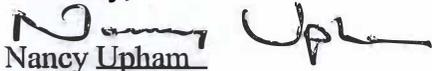
RE: General Obligation Debt Statement for CCMVNWAD

Dear Ms. Moore,

This letter is to inform the GOB Commission that the Churchill County Mosquito, Vector and Noxious Weed Abatement District does not have any general obligation debts, special assessments or retirement schedules as indicated under NRS 350.0035.

If you have any questions, please call me at (775) 423-2828 or (775) 224-6565.

Sincerely,


Nancy Upham

District Manager,
Churchill County Mosquito, Vector and Noxious Weed Abatement District

From: Cameron Heltebran
Sent: Wednesday, August 23, 2023 9:33 AM
To: Nancy Upham
Subject: Property Appraisal for NPAIP

Dear Ms. Upham:

I trust this email finds you well. I am writing to inform you of my impending visit to Churchill County during the week of August 28th. My name is Cameron Heltebran, and I will be the appraiser representing Assetworks. The purpose of my visit is to conduct appraisals for several properties within the area, on behalf of the Nevada Public Agency Insurance Pool (NPAIP).

I will be arriving at Reno the morning of August 28th, and plan to start the appraisals for Churchill County Mosquito, at 1:00PM Tuesday, August 29th.

I have attached a comprehensive property list detailing the buildings scheduled for appraisal during my visit. It is essential to note that we will focus exclusively on buildings that possess a current insurable value of \$200,000 and greater. **Items highlighted in red will not be appraised.**

Given the nature of our work it would expedite the appraisal process if an escort could be provided to take us around to each building. Having an escort who can facilitate entry to the premises and provide any necessary assistance would help ensure the accuracy and efficiency of our assessments.

Also, if you could provide any information about new buildings that may have been acquired, demolished or sold buildings, and any additions, upgrades to electrical, plumbing, HVAC, and/or roofing of existing structures that would be of tremendous help as well.

Please do not hesitate to reach out to me at [724.708.1484](tel:724.708.1484) if you need anything at all. I appreciate your collaboration and support as we work together to ensure precise and efficient appraisals in service of the NPAIP.

Thank you for your attention, and I am eagerly looking forward to my visit to Churchill County.

Warm regards,

Cameron Heltebran

From: Jake Dick
Sent: Friday, August 25, 2023 10:27 AM
Cc: Andrea Moe
Subject: Upcoming NDA funding for noxious weed control

Good morning,

This email is being sent to Nevada Conservation Districts, Weed Districts, and Cooperative Weed Management Area's to notify partners of an upcoming request for proposals to address noxious weed species in the state. The NDA noxious weed program has \$28,109.12 available to award to a single proposal in the state. The source of this funding is through the USFS Invasive Plant Cost Share Program. The plan was to release a request for proposals in mid August but we are still working on finalizing the request for proposals document. I just wanted to be sure to give partners a heads up. NDA noxious weed staff are planning to set the deadline for proposals around the end of October in the hopes that we can review proposals and award this year. The timeframe for this funding is expected to be 01/01/2024-12/31/2026. I've put some more details below but feel free to let me know if you have any questions or concerns.

- Applicants must be an active CWMA, CD or WD
- \$28,109 is available for a single proposal
- The funding has a 1:1 federal to non-federal funding match requirement
- Focus is on proposals with an EDRR component but proposals without one will still be accepted and reviewed
 - We are also looking at including points for project with a focus on riparian habitat but are still working out the scoring
- Tentative deadline for proposals will be 10/26/23
- Project timeline will be 01/01/24-12/31/26

I'm also in the process of scheduling fall follow up meetings for Nevada's regional EDRR groups. NDA may have an opportunity to pursue additional funding through the Bipartisan Infrastructure Law – Invasive Species (BIL-IS) funding in the western regional priority projects. Regional priorities include Early Detection and Rapid Response (EDRR) along with riparian habitat protection/restoration. I tried to secure funding last year for the regional groups and wasn't successful. I'm going to try again but I'm being told I should have a specific project in mind when applying for this funding. These projects typically have a shorter timeframe and reporting is quarterly so it takes a little more effort on the oversight but we are able to request to waive match requirements. If you have a specific EDRR project you'd like to see funded please let me know and I'd be happy to try and work on developing a proposal. I'm not sure when this funding will be announced but I'm expecting some time in September and it will have a quick turnaround time to submit the proposal.

Thank you for your time and have a great weekend,

Jake

From: Loreli LeBaron
Sent: Thursday, September 14, 2023 1:25 PM
To: Nancy Upham
Cc: Chris Spross
Subject: Weed Concerns in Churchill County

Afternoon Everyone,

Per policy and procedure, reports of citizen concerns or violation complaints must be submitted in writing via email or via a complaint report form (see attached). As Code Compliance Official, I am to only investigate concerns addressed in writing unless it is an immediate hazard or public safety issue.

The information needed for determination of what local or state agency is responsibility for weed complaints can be found on the Churchill County web map page on the website. If the County is responsible, the assessor's information will show property owner as "Churchill County". If Nevada Department of Transportation or another State agency is responsible you will receive this message, "Error. An error occurred while processing your request" implying ownership is outside of the County. If a property owner is responsible, their name(s) will be listed.

Possibly you could contact NDOT YARD office at (775) 423-4024 and connect with a representative that can help clear weeds on NDOT easements. Their office location is 888 Harrigan Rd with a cross street of Wildes.

Respectfully,

Loreli LeBaron
Code Compliance Official
Churchill County
155 N Taylor St., Ste. 194, Fallon, NV 89406
Office: (775) 423-7627
Cell: (775) 699-3768
Fax: (775) 428-0259
loreli.lebaron@churchillcountynv.gov

From: Laura Morrow
Sent: Wednesday, September 6, 2023 5:59 PM
To: Nancy Upham; Peter Mundschenk; Keith R. Forbes
Cc: Chad Sestanovich
Subject: Churchill County - Positive WNV Pools
Importance: High

Hi Nancy,

The following pools tested positive for WNV. I will upload the positives to CDC's Arbonet and notify public health. Please let me know if you have any questions.

| Case Date | Case Number | Specimen ID | Vector Group | Test | Result | Specimen |
|-----------|-------------|---------------|-------------------------|---------------------|----------|----------|
| 9/1/2023 | 24-1576 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1577 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1578 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1579 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1580 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1581 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1582 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | ano |
| 9/1/2023 | 24-1583 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1584 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Positive | culti |
| 9/1/2023 | 24-1585 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |
| 9/1/2023 | 24-1586 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Positive | culti |
| 9/1/2023 | 24-1587 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Positive | culti |
| 9/1/2023 | 24-1588 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Positive | culti |
| 9/1/2023 | 24-1589 | Mosquito Pool | Churchill County Vector | West Nile Virus PCR | Negative | culti |

Thank you,
Laura



Laura Morrow
Animal Disease Laboratory Supervisor | Division of Animal Industry
Nevada Department of Agriculture
405 South 21st Street, Sparks, NV 89431
Office: 775-353-3700 | Fax: 775-353-3659 | Mobile: 775-777-5750 |
Lab: 775-353-3709

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From: Katie Dinneen
Sent: Monday, September 11, 2023 1:47 PM
To: Melania Sagi
Cc: phyllys.dowd@gmail.com; Phyllys Dowd; Nancy Upham
Subject: Meeting Minutes

Good morning,

Could I get copies of the meeting minutes from June 2022 through the most current meeting?

Thanks,

Katie Dinneen, C.P.A.

(P) ~~775-463-4100~~

(F) ~~775-463-3334~~

30 Broadway Ave.

Yerington, NV 89447

Sciarani.com



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From: Jake Dick

Sent: Friday, September 15, 2023 2:55 PM

Cc: Andrea Moe

Subject: Nevada Department of Agriculture, Request For Proposals on 2023 Cooperative Invasive Plant Cost Share Program

Hello,

This email is being sent to notify partners of a funding opportunity to address noxious weed species in Nevada. \$28,019.00 is available for a single subaward to assist Cooperative Weed Management Areas, Conservation Districts and Weed districts address noxious weeds in Nevada.

Attached to this email is the request for proposals and I've included some general information on the funding below. A link to this document is also available on the NDA website

https://agri.nv.gov/Administration/Grant_Opportunities/

- This funding is being made available through the U.S. Forest Service 2023 Cooperative Invasive Plant Cost Share Program
- \$28,019.00 is available for a single award
- Applicants must be and active CWMA, CD or WD
- There is a 1:1 match of federal to non-federal dollars
- Deadlines for proposals is October 26th
- Proposals will be reviewed and scored in November, the highest scored proposal will receive the funding

I also wanted to share that the NDA is hosting a meeting for sub-grantee's on September 26th 9:00 AM – 11:00 AM. The plan is to host a mandatory training for our sub-recipients annually. I'd like to invite any one interested in NDA subawards to attend that meeting. I think it's a good opportunity to learn what is expected of or sub-recipients in terms of processing request for reimbursements and submitting reports. I've pasted the link to that training below.

<https://us02web.zoom.us/j/86128199558?pwd=WVMrREkrdVpoaVdkN3VhcHBsVGxsQT09>

Please feel free to share this email and contact me with any questions.

Thank you for your time,

Jake

From: Loreli LeBaron
Sent: Wednesday, September 6, 2023 11:36 AM
To: Nancy Upham
Subject: Weed Concerns

Hello Mary, Nancy, and Melaina,

As discussed with Mary, weed complaints can be addressed to me in writing. I can accept a complaint via complaint form (attached) or by email. Anonymous complaints cannot be accepted. Email complaint must include location (address, parcel number or site location i.e., corner of Mc Clean & Reno Hwy), description of complaint, name, address, phone number, and email, if possible, of reporting party.

Respectfully,

Loreli LeBaron
Code Compliance Official
Churchill County
155 N Taylor St., Ste. 194, Fallon, NV 89406
Office: (775) 423-7627
Cell: (775) 699-3768
Fax: (775) 428-0259
loreli.lebaron@churchillcountynv.gov

MacLeod Watts

November 14, 2022

Ms. Nancy Upham
District Manager
Churchill County Mosquito, Vector & Noxious Weed Abatement District
310 N. Broadway Street
Lovelock, NV 89419

Re: Engagement Letter for OPEB Actuarial Valuation Services

Dear Ms. Upham:

This letter provides a quote for MacLeod Watts' engagement to complete an actuarial valuation of other postemployment benefits (OPEB) liabilities for the Churchill County Mosquito, Vector & Noxious Weed Abatement District. The valuation and related reports are intended to assist the District with implementation and compliance with the financial reporting requirements of GASB Statement 75. Information will be prepared for the District's Health Benefit Plan and for the one District retiree still covered by Nevada PEBP.

Although GASB 75 requires that updated calculations be prepared after the close of *every* fiscal year end, each valuation may typically be used for two years in the development of plan accounting under GASB 75. We propose the following projects be completed to assist the District:

1. Preparation of new actuarial valuations as of June 30, 2022. These valuations serve as the foundation of information needed for the District's GASB 75 reporting.
2. FYE 2023 GASB 75 report (measurement date June 30, 2022; based on June 2022 valuations)
3. FYE 2024 GASB 75 report (measurement date June 30, 2023; based on June 2022 valuations)

The **data request** will include a file for gathering the employee/retiree data, a questionnaire about benefit eligibility and amounts, healthcare premium and claims information and some other documentation. Unless benefits have changed since 2018, we anticipate valuing only an "implicit subsidy" OPEB liability for the District plan and the PEBP liability for one retiree. If there have been changes to benefits or the OPEB funding policy since the prior actuarial reports, please let us know.

Timing and fees: This proposal covers more than one project. Generally, we anticipate providing a completed draft GASB 75 report within 30-40 days after receiving all requested data for each project. The fees we propose for these projects are shown on the next page.

If you are comfortable with the proposal as written and the fees quoted, please return a signed copy back to us by email. We appreciate the opportunity to work with the District on this assignment.

Cordially,



Catherine L. MacLeod, FSA, EA, FCA, MAAA
Principal & Consulting Actuary



Professional Service Fees for This Project

Actuarial Valuation as of June 30, 2022, and GASB 75 exhibits for FYE 2023 **\$3,975**
(Measurement Date: 6/30/2022)

New biennial valuations for the District Plan and PEBP will remeasure liabilities and prepare the plan’s required accounting disclosures for FYE 2023. The process will include reconciliation of liabilities to the most recent valuation by providing a plan gain/loss analysis by source.

Fees above include all telephone conferences, as needed, to review valuation and report results with the District and includes some assistance in reviewing questions with the auditor.

GASB 75 Report for FYE June 30, 2024 **\$2,425**
Measurement Date: 6/30/2023; Val Date 6/30/2022)

We assume no material changes in plan population or benefits between June 30, 2022, and June 30, 2023. If there are changes, then a new valuation may be required for the affected plan(s). The FYE 2024 report will be issued after the close of the year, when all needed information is available.

PEBP: *If at some point during this two-year valuation cycle there are no longer any District retirees covered by PEBP, please let us know. We will determine whether an adjustment to the fees above would be appropriate.*

Out-of-Scope Services: Examples of work beyond scope of the projects described above that will, if needed, result in additional fees:

- 1) required data analysis in excess of 3 hours;
- 2) prefunding illustrations;
- 3) material changes to benefits or eligible members;
- 4) in person meetings;
- 5) auditor assistance in excess of 2 hours;
- 6) any crossover tests if the District should start prefunding;
- 7) consulting or actuarial projections relating to possible plan redesign, experience studies or long-term forecasting.

Should out-of-scope services be needed, our current hourly rates are:

| Consultant | 2022 Hourly Rate |
|------------------------------|------------------|
| Senior Actuarial Consultants | \$390 |
| Actuarial Consultants | 305-365 |
| Actuarial Analysts | 170-280 |
| Administrative Staff | 110-140 |

If the District accepts the fees and terms described above, please sign and date below.

Accepted: Nancy Upham Date: 9-18-23

Printed Name: Nancy Upham Title: District Management
District Manager

From: Jake Dick

Sent: Wednesday, September 20, 2023 1:54 PM

To: Melany Aten; Martha Jenkins; Ghiglieri, Courtney -FS; Kooreman, Brianna - FS, Carson City, NV; West, Karin; Samantha Essig; Lyndsey Boyer; Ryan, Paul - NRCS-CD, Yerington, NV; Begovich, Jeff; Lowden, Joanne; Emma.Williams@usda.gov; john.warpeha@washoetribe.us; dash.hibbard; Bill Buckley; Hardy, Dylan T; Katie Andrlle; Nancy Upham; Washoe Storey Conservation District; Vya ConservationDistrict; Schilling, Bryceton; nsimpson@dot.state.nv.us; Brenda Hunt; tboos@trpa.gov; Fournier, Joelle J; Samuel Kalinowski
Cc: Andrea Moe; Jozo Vujeva; Whitney Nash
Subject: Western Region, Early Detection and Rapid Response Fall Follow Up

Good afternoon,

This email is being to save the date for the western region fall follow up meeting on Early Detection and Rapid Response efforts for weed species (noxious and regional priority species). The western region includes the following counties Washoe, Pershing, Churchill, Storey, Lyon, Douglas, Mineral and Carson City. I'd like to hold the meeting on Tuesday, 10/10/23 9:00 am – 11:00 am. The current plan is to hold a virtual meeting to help with planning and attendance. If there are concerns about the meeting date or if you have a strong need for a physical meeting, please let me know. My goal is to make this meeting useful and accessible for partners.

The meeting will focus on NDA and partner EDRR activities and reports. The first half of the meeting will have time set aside for discussion, partner updates and needs. NDA noxious weed team will report on the NDA actions and activities that have been made this year. The second half of the meeting will have a demonstration of the EDDMapS Query and EDDMapS Pro tool at the end for interested partners.

The meeting will be recorded and notes will be sent to partners after the meeting. If there is anyone you'd like to include in this meeting please feel free to forward them this email and/or let me know. I'm hoping to send an agenda and invitation out next week.

Thank you for your time,

Jake



Jake Dick

Noxious Weed Coordinator | Division of Plant Health and Compliance

Nevada Department of Agriculture

405 South 21st Street, Sparks, NV 89431

Office: [775-353-3640](tel:775-353-3640) | Fax: [775-353-3683](tel:775-353-3683) | Mobile: [775-560-3683](tel:775-560-3683) |

[Facebook](#) | [Twitter](#) | [YouTube](#) | [Instagram](#)

Tell us how we're doing with our [customer service survey](#).

Support Nevada agriculture by buying an [agriculture license plate](#).

From: Zach Burket
Sent: Wednesday, September 27, 2023 9:18 AM
To: Nancy Upham
Subject: Re: Streamline Breakdown

Hi Nancy,

I hope you have been doing well. I wanted to see if there is still any interested in see what Streamline has been doing for other Mosquito and Vector Control District like yours?

Let me know if there is a time that works best for you to talk?

Best,

Zach Burket
Special District Representative
[@ Streamline](#)
(916) 809-8700

[Book a Chat With Me!](#)



STREAMLINE

--
Prefer fewer emails from me? Click [here](#)

On Thu, Aug 31, 2023 at 1:49 PM, Zach Burket <zach@getstreamline.com> wrote:
Hi Nancy,

I hope you are doing well. I wanted to reach to see if you received my previous email and if you have any questions.

Best,

Zach Burket
Special District Representative
[@ Streamline](#)
(916) 809-8700

[Book a Chat With Me!](#)



STREAMLINE

--

Prefer fewer emails from me? Click [here](#)

On Thu, Aug 17, 2023 at 11:49 AM, Zach Burket <zach@getstreamline.com> wrote:

Hi Nancy,

It was great speaking with you today! As promised, here is a high-level breakdown of Streamline:

Streamline has built a set of online tools exclusively for special districts, and so far we've helped over 1,300+ districts in the following ways:

- **Increased public engagement**
- **Improve digital compliance and transparency**
- **Making district teams more efficient by saving time and money**

[Check out the other features that we offer!](#)

Here are some of our current Mosquito and Vector Control Districts that we have partnered with:

- [Greater Los Angeles County Vector Control District](#)
- [Marin Sonoma Mosquito and Vector Control District](#)
- [Mosquito and Vector Management District of Santa Barbara County](#)
- [Butte County Mosquito and Vector Control District](#)
- [Antelope Valley Mosquito and Vector Control District](#)

Best,

Zach Burket
Special District Representative
[@ Streamline](#)
(916) 809-8700

-

[Book a Chat With Me!](#)



STREAMLINE

From: Alhambra Water
Sent: Thursday, September 28, 2023 12:03 PM
To: Nancy Upham
Subject: Last chance to update your order!

[View in Browser](#)

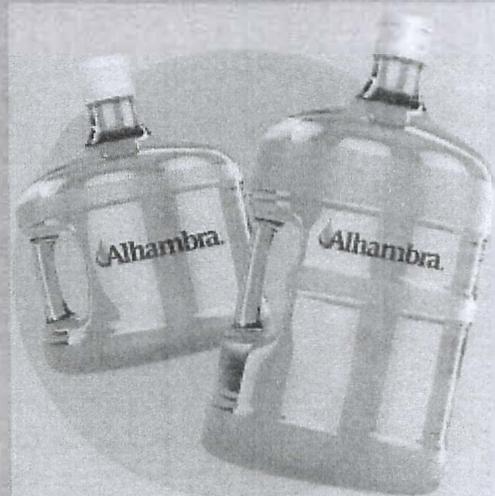


It's almost time

Your order is being prepared for delivery on
Monday, Oct 02, 2023.

Please review and update your order by **3:00 pm** on **Sunday, Oct 01, 2023.**

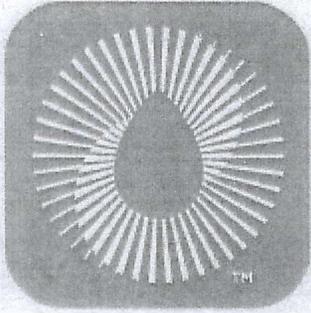
If you have empty bottles, remember to leave them out for pick-up!



[View order details](#)

Your delivery address

7400 RENO HWY
FALLON, NV 89406

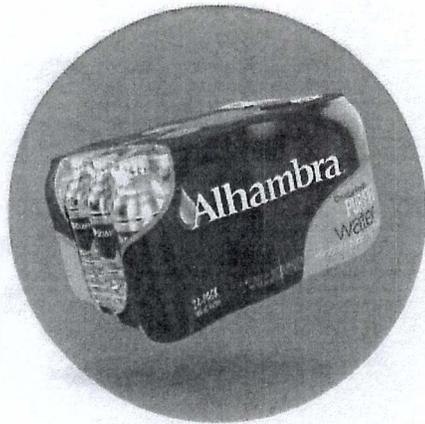


**New app,
in-demand features.**
Download the MyWater+ app.



Now is the time to add to your order.

We are here to serve you. We offer a wide selection of products including sparkling water, both flavored and unflavored, coffee Kcup® pods, and much more. Check your delivery order and add what is needed today! Thank you for your loyalty and trust in us as your service provider.



On-the-go convenience



K-Cup® pods

From: Alexandra Rosa
Sent: Thursday, September 28, 2023 11:00 AM
To: Alexandra Rosa
Subject: October EAP Resources - Pool/Pact

Kepro is pleased to share your **October 2023 EAP monthly resources**. This month's focus is on Reacting versus Responding. Please see the attached tip sheet and information on an upcoming online webinar entitled *Pause. Breathe. Resume.*

Also attached are the EAP quarterly newsletters - *Solutions* which is for human resources staff, managers, and *Balance* which is for employees.

In recognition of October 10th being **World Mental Health Day**, we are offering a second online webinar Empowering *Minds, Changing Lives and Championing Mental Health Rights*. It will be available on your EAP website – www.eaphelplink.com - starting Tuesday, October 10th.

We ask that you distribute/share these resources with your employees and below is a sample announcement that can help you do so.

Kepro re-branding announcement!

Please note that we have included mention of our recent name change to **Acentra Health** on this month's tip sheet. Our plan is to have re-branded EAP materials to you by the end of this year; however, we will begin revising our EAP phone scripts and website banners to reflect the **Acentra Health** name within the next 30 to 60 days. Please let me know if you have any questions regarding the timeframe of the re-brand.



**Kepro Employee Assistance Program
October Webinar Theme
Reacting Versus Responding**

| | |
|-----------------------------------|---|
| Monthly Online Webinar: | <i>Pause. Breath. Resume.</i> |
| Description: | This month's webinar teaches how to notice our own thoughts and how we react to them. |
| Date: | Available on demand beginning <u>October 17th</u> |
| Additional Online Webinar: | <i>Empowering Minds, Changing Lives: Championing Mental Health Rights.</i> |

In recognition of October 10th being World Mental Health Awareness Day, we are offering an additional webinar this month. It focuses on understanding mental health as a universal right, exploring everyone's role in promoting mental health rights and highlighting the importance of self-care practices. It will be available on demand beginning October 10th.

How to Access Both Webinars:

Go to your EAP website: www.EAPHelplink.com
Enter your code: **POOLPACTEAP** and look for Online Seminars in the lower left-hand corner of this homepage or you can search for them by title.

Available anytime, any day, the EAP is a free, confidential program to help you balance your work, family, and personal life.

Call us toll free at: [1-833-430-6028](tel:1-833-430-6028) or visit us online at www.EAPHelplink.com

With warm regards,
Alex

Alex Rosa, LCPC

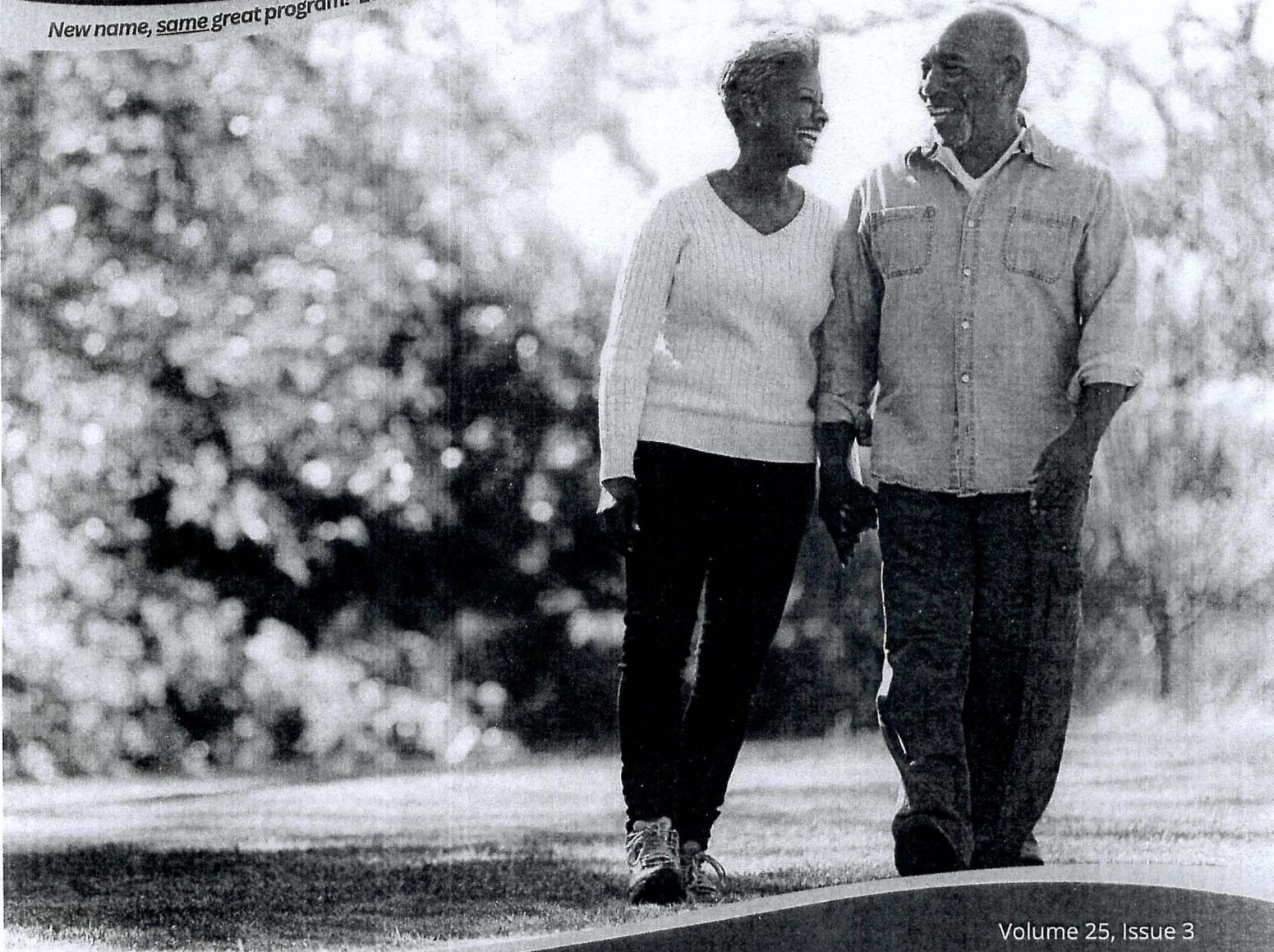
Senior Account Executive, EAP
[667.274.0001](tel:667.274.0001) | acentra.com | eap.kepro.com

CNSI AND KEPRO ARE NOW

Acentra
HEALTH



Kepro is now **Acentra Health**
New name, same great program! Look for a refresh coming soon.



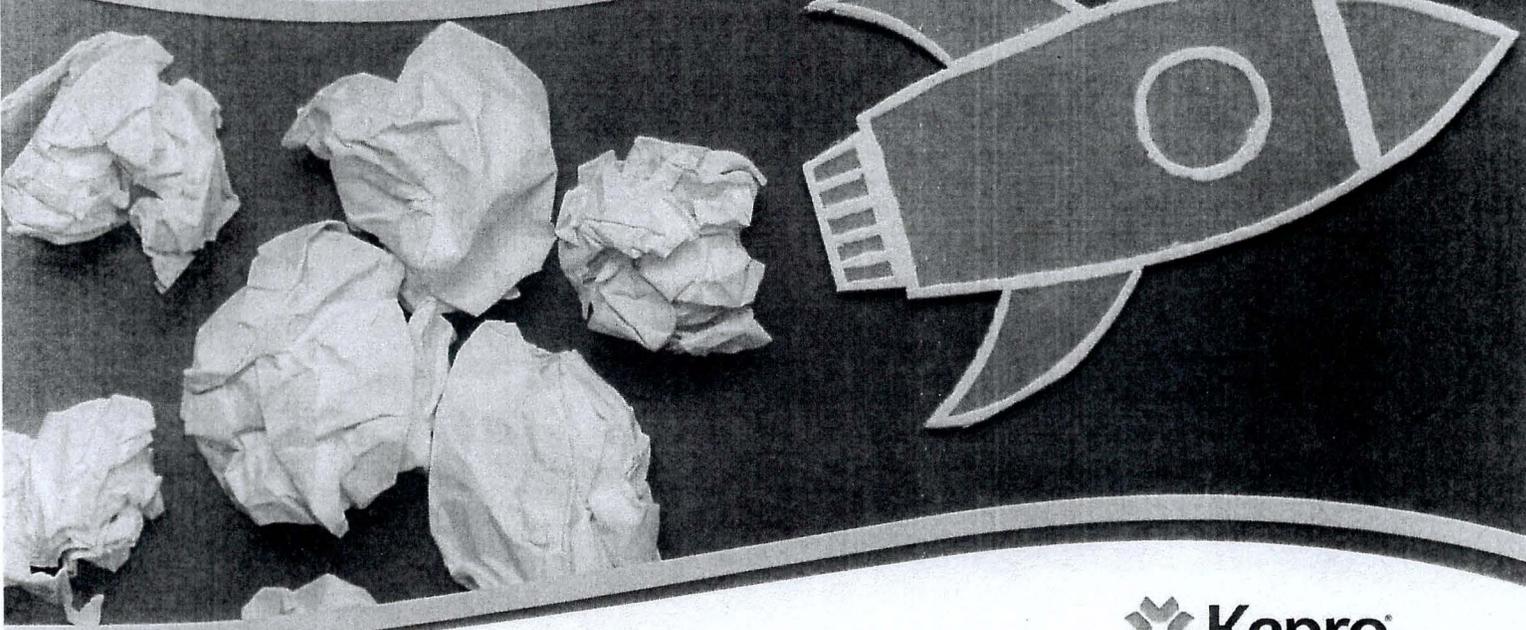
Volume 25, Issue 3

Balance

A newsletter to help employees maintain a healthy work-life balance

Balance

Volume 25, Issue 3



Balance is a newsletter produced by your Employee Assistance Program (EAP) that spotlights relevant issues related to personal and professional wellness. The EAP is a confidential and free resource, available to you to help manage life's various challenges. If any of the topics below resonate with you, consider contacting your EAP for more information, including referrals for local EAP counselors.

BOOST YOUR MOOD THROUGHOUT THE DAY

Set yourself up for a more positive day at work by experimenting with these positivity strategies and see if they develop into a habit, leading to a more productive day.

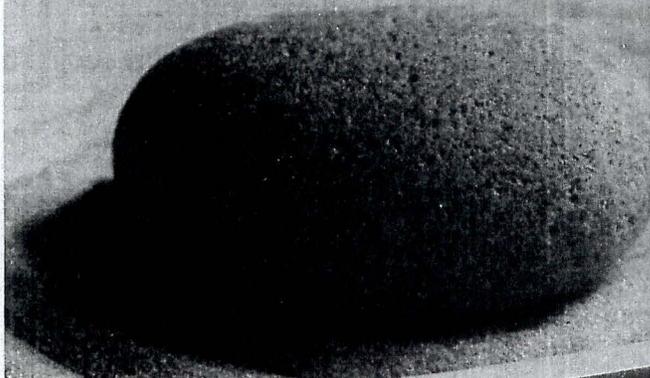
1. Be intentional about making your day positive by reminding yourself about the things you appreciate about your job.
2. Set achievable goals each day. Don't just "let things happen".
3. Prioritize tasks associated with these goals.
4. Practice time management during the day.
5. Initiate positive interactions with others and nurture these relationships to maintain a positive and enjoyable workplace.
6. Consciously practice gratitude for a minute or two during the day to reflect on what you like about your job. This will cultivate a positive mindset and build resilience for when the going gets tough. Incorporating these strategies into your daily routine will empower you to navigate challenges that may arise, ensuring a fulfilling and resilient journey in your professional life.

STAYING PROACTIVE WITH YOUR HEALTHCARE

Many studies have shown men to be less proactive than women regarding preventative healthcare. If you're a man, avoid falling prey to societal or cultural influences that can shorten your life:

- ✦ "Powering through illness" — feeling pressure to display toughness and self-reliance;
- ✦ "Dismissing the small stuff" — ignoring minor symptoms of health problems;
- ✦ "Fear" — delaying preventive healthcare to avoid bad news, embarrassment, invasive procedures, or discussion of "sensitive" topics;
- ✦ "Lack of health curiosity" — not being savvy about men's health issues, getting the right information, and understanding your susceptibility to illnesses, which often are curable in the early stages.

Source: www.pubmed.ncbi.nlm.nih.gov/22081983/



USING CORE VALUES TO SHAPE WORK-LIFE BALANCE

Work-life balance is often treated as a mere afterthought, with people acknowledging its importance only when they are overwhelmed and desperate. However, Dr. J. Gerald Suarez, an esteemed educator, consultant, and executive coach at the University of Maryland, emphasizes that work-life balance should be viewed not as a luxury but as an essential element crucial for achieving success in our professional lives. His position is that work-life balance does not guarantee success, but without it, failure is almost inevitable.

To enhance work-life balance, it is vital to resist the allure of relying solely on coping mechanisms to manage stress that provide only temporary relief. Doing so can become a habit of coping that only facilitates increased deterioration of your equilibrium between work and personal life. A more intelligent approach starts with introspection and decisions. You can't do everything well, so be deliberate and identify the core values and experiences that hold the utmost importance in your life. Next, embrace these core beliefs and principles as the foundation of your life. Let them shape your decisions and establish priorities for achieving work-life balance. Take a proactive approach by scheduling a balance of work-life activities on your calendar. Instead of trying to fit them in or treating them as secondary to other commitments, make them a nonnegotiable part of your available time. Using this approach will be more likely to contribute to stability in your life and help you maintain mindful choices that add to success in work and beyond.

Source: www.rhsmith.umd.edu/research/pursuing-work-life-balance-isnt-want-its-need-success

BUILD A TRANSITION RITUAL FROM WORK TO HOME

If you find yourself worn out after a day at work, you might benefit from a "transition routine" for when you go home so you are more emotionally available to family members or roommates. This might include structured relaxation exercises, listening to calming music, or engaging in a mindfulness exercise. When you do these routinely, you can develop a habit signal that helps you shift your focus more quickly. You'll be more naturally responsive with less effort, both in conversation, active listening, empathy, and eye contact with those at home. If you need some support in this area, talk to your EAP, and don't rule out counseling to help make it happen. Be cautious about alcohol use, as it can relax you temporarily but can lead to larger problems and strained relationships, or it can interfere with a truly beneficial transition routine.

MODERATE DRINKING AND RISK OF CANCER

The U.S. Centers for Disease Control, the American Cancer Association, and the International Agency for Research on Cancer recognize that regular or heavy alcohol consumption raises one's risk for at least six types of cancer: breast, colorectal, liver, neck, esophageal, and pancreatic. Use of alcohol exposes your body to a toxin called acetaldehyde when the liver does its job of breaking down alcohol. Like tobacco smoke, acetaldehyde is classified as a Level 1 carcinogen. It can damage DNA. So, the more exposure, the higher the risk. It's why several years ago, these organizations agreed that more than one drink per day for a woman and more than two drinks per day for a man is considered risky or heavy drinking. Genetics and other factors may contribute to the risk of cancer as well. The EAP is a resource for you if you are struggling with healthy alcohol consumption or looking for other ways to cope.

Source: www.cancer.org [search alcohol, cancer, acetaldehyde]

Balance

Volume 25, Issue 3



BACK TO SCHOOL WITH SUCCESS

Set yourself up for success this year. Try these tactics to reduce stress and feel less overwhelmed.

1. Plan ahead. Go back to school shopping early to check school supplies and other essentials off the list.
2. Complete paperwork and add important dates to the family calendar before the start of the year.
3. Address your child's anxieties about going back to school. Take a trip to the school, walk around a bit, talk about expectations and fears, and offer reassurance.
4. Ease into the school year routine. Gradually adjust bedtimes a week before school starts to make settling into the new routine easier.
5. Attend school orientations and open houses. These events provide valuable information you will be chasing down for weeks if you don't attend. They also help ease anxiety.

USING YOUR EAP AS A RELEASE

Don't hesitate to use your organization's EAP as an outlet to vent your frustrations. Venting your emotions to a trained professional can be helpful and allow the release of pent-up feelings that may have been building up over time. Expressing your emotions can be cathartic and provide a sense of relief. The EAP is confidential and offers a safe, nonjudgmental space for you to express yourself. Being heard and understood validates your feelings and experiences. The EAP can also help with identifying any underlying issues and presenting solutions. Discuss what's on your mind now which can avoid a crisis call to EAP down the road.

Employee Assistance Program

The Employee Assistance Program through Kepro assists organizations and their workforce in managing the personal challenges that impact employee well-being, performance and effectiveness. Kepro's life management consultants employ a comprehensive approach that identifies issues impacting the employee and assists them in developing meaningful solutions.

The Employee Assistance Program can be accessed anytime, for free, confidential support from a professional consultant or online resource. Call or log on today.



Phone: 1.833.430.6028



Website: www.EAPHelplink.com



Company Code: POOLPACTEAP

Balance is a newsletter produced by your Employee Assistance Program (EAP) that spotlights relevant issues related to personal and professional wellness. Kepro EAP services provide assistance and guidance to supervisors dealing with workplace performance issues. This newsletter is intended for general information purposes only and is not intended to replace the counsel or advice of a qualified health professional. Individuals should follow the policies and procedures laid out by their human resource management department concerning use of the EAP. Some articles reprinted with permission from DFA Publishing and Consulting, LLC. Kepro, Harrisburg, PA. All rights reserved.



Kepro is now Acentra Health
New name, same great program! Look for a refresh coming soon.



Volume 25, Issue 3

Solutions

A newsletter for managers, supervisors and human resource staff eligible for Kepro services

Solutions

Volume 25, Issue 3



The following questions and answers are designed to help provide assistance related to issues that supervisors may be facing. Kepro, your Employee Assistance Program (EAP) provides confidential consultation to managers seeking guidance related to a variety of workplace challenges.

I'm a new supervisor and have inherited an employee whose poor performance issues have never been addressed. What's the best way to handle this? I can tell others on the team are feeling like they are being held to higher standards.

It is generally expected that supervisors will prioritize addressing employee problems, but one consequence of putting personnel problems on the back burner is that other employees notice it. This leads to the general belief that subpar work will be tolerated. It also sends a message that employees don't have to worry about being accountable. Many of these secondary problems will not be noticeable early on, but over the course of weeks and months, productivity will suffer. This can lead to decreased morale, increased turnover, and other behavioral risks. Often the most valuable workers leave the organization because it is easier for them to do so. The best place to start is by calling the EAP and consulting with a Workplace Specialist from our Management Services team, who will review the situation with you and discuss steps to take to address the performance issues.

I have two employees experiencing conflict and it is becoming increasingly disruptive to the workplace. Should I refer these employees to the EAP, or is it OK for a supervisor such as myself to help these employees resolve the conflict with a structured approach first?

Some amount of conflict in the workplace is normal and to be expected. At other times it can become harmful to productivity and morale. Supervisors should understand the basics of conflict resolution. One approach is to meet privately with each employee first. Identify common ground, the larger goal, and each employee's perspective. Identify the root cause of the conflict. In a joint meeting, allow each person to discuss their thoughts and concerns with active listening skills. Encourage brainstorming for a potential solution between the employees. Create an action plan and a follow-up approach with timelines and responsibilities for each participant. Later, check in with each employee to see whether the conflict has been resolved. Use the EAP as a resource if a conflict remains, because sometimes a personality style or other problems undermine the process described above. Each employee should understand that ongoing conflict would be a performance issue and that they have a responsibility to demonstrate teamwork, collaboration, and support for a positive workplace.



Recently an employee's resignation left me really surprised. I felt like it came out of left field. Now I'm worried I don't have a good read on my employees. What can I do to be sure I'm doing what I need to be as a supervisor to reduce the likelihood of an employee leaving?

Not every decision to quit a job is preventable, because many employees have paths for their careers where opportunities emerge and decisions to leave are compelling. Still, the supervisor can influence a work environment to maximize an employee's desire to stay. To reduce being surprised by resigning employees, try scheduling regular one-on-one meetings with employees so feedback can be shared, discuss concerns as they arise, understand their goals, and understand how to best meet their needs. These meetings can be short "check-ins" that still give you the information you seek. Typically, employees interested in quitting a job show reduced engagement or verbalize dissatisfaction. Pay attention to these signals so you can be responsive to their concerns or actions.

Can anyone be taught to be a good supervisor or do certain personality or temperament issues impede being an effective supervisor?

Supervisory skills are teachable; however, some people may possess natural abilities, personality qualities, or temperament that lend themselves more easily to a leadership role. This does not mean others aren't able to learn these skills. A person may struggle to be an effective supervisor if they lack a well-developed sense of empathy. Empathy is associated with a broad range of important capabilities, such as emotional intelligence (EI).

EI is the ability to recognize and manage one's own emotions and those of others. But empathy goes much further. It is crucial, for example, in facilitating active listening and understanding. When people feel heard and understood, they are more likely to express themselves honestly. They feel safer with the authority figure, and this leads to better dialogue, problem-solving, and conflict resolution within the relationship. Supervisors have a great resource in their EAP to help them develop many soft skills associated with leadership and communication.

My employee has been found sleeping at his desk several times. I am going to arrange a meeting with him today to discuss this. My question is, should I ask him to see his doctor, or refer him to the EAP? This must be some sort of medical or sleep disorder sort of problem.

You may consider encouraging your employee to contact the EAP for support and guidance with the issues they are facing that is causing him to sleep during the workday. Avoid any kind of attempt to diagnose and keep the conversation focused on workplace expectations around behavior and performance. Sleeping at one's desk could be explained by a medical problem but also by a dozen other issues. Encouraging EAP as a resource and documenting doing so is advised. If you need support with how to handle a situation like this, the EAP can help.

Solutions

Volume 25, Issue 3



As a supervisor I have to make some decisions that are not always popular. Is there anything I can do to make this easier?

The fear of making an unpopular decision is virtually unavoidable, and all supervisors must face this challenge to be effective. Here are some tips to make this easier:

1. Remind yourself that your primary responsibility is to make decisions that align with the goals of the organization. If you primarily fear not being liked by subordinates, then these two goals will naturally conflict.
2. Frequently involve team members and seek their input and feedback regarding decisions. This inclusive approach can help you gather different perspectives and dramatically reduce conflict later. Also, it is at this stage where you should communicate your rationale for a decision, not later when staff are reacting adversely to it.
3. Establish a work environment that enables communication to flow easily. When conflict arises, even from your decisions, tension will be reduced more quickly.
4. Build a relationship of trust with your employees. Doing so will also reduce animosity and objections to the important decisions you make. One way to build trust is to be genuine and authentic with your message. You may even verbalize that the decision you had to make was not easy for you.
5. Promote an open-door policy and encourage feedback from employees.

Employee Assistance Program

The Employee Assistance Program through Kepro assists organizations and their workforce in managing the personal challenges that impact employee well-being, performance and effectiveness. Kepro's life management consultants employ a comprehensive approach that identifies issues impacting the employee and assists them in developing meaningful solutions.

The Employee Assistance Program can be accessed anytime, for free, confidential support from a professional consultant or online resource. Call or log on today.

 **Phone: 1.833.430.6028**

 **Website: www.EAPHelplink.com**

 **Company Code: POOLPACTEAP**

Solutions is a newsletter for managers, supervisors and human resource staff eligible for Kepro services. Kepro EAP services provide assistance and guidance to supervisors dealing with workplace performance issues. This newsletter is intended for general information purposes only and is not intended to replace the counsel or advice of a qualified health professional. Individuals should follow the policies and procedures laid out by their human resource management department concerning use of the EAP. Some articles reprinted with permission from DFA Publishing and Consulting, LLC. Kepro, Harrisburg, PA. All rights reserved.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: October 11, 2023
Re: Discussion regarding this season's climate report.

I provided the climate reports from February – July 2023 with the last Board packet. I have attached the August one with this packet. We can discuss these more at the meeting however overall this has been a wetter than normal season with a cooler start to the season. There is greater detail involved with these climate reports but I am including just the first synopsis page for each month.

In summary, the reports go through dry spells in February to more active weather and precipitation fronts and the beginning of snow melts into March. There was a more significant snowmelt in April. In May, the temperatures were pretty normal but during the latter part of the month, there were showers and thunderstorms. On May 3, 2023, KRNO noted that this was the second wettest winter with 12.52 inches of liquid equivalent between October 1, 2022-May 2, 2023. The latter end of May began the significant snowmelt and flooding. June was abnormally wet and cooler but the flooding due to snowmelt continued. In July, the temperatures warmed up and the river flood levels continued.

If you have any questions, please let me know and I will clarify any questions that you may have.

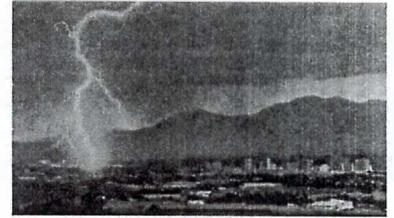


Monthly Climate Report

NWS Reno

Issued: 09/12/2023

Includes previous Drought update (DGT) and Hydro Report (E5)



Synopsis:

Temperatures: Mixed bag of above average and below average temperatures. North of I-80, most areas were 1-3 degrees above average, while south of I-80 most areas were from near average to 2 degrees below average (Figure 1). Reno's average temperature for the month of August was 76.2, 1.1 degrees above normal, mainly due to milder nights for much of the month. No 100 degree days occurred, with the highest temperature of 98 degrees on the 16th.

Precipitation was well above average (150% to greater than 300% above average), mainly from the tropical remnants of Hurricane Hilary. Reno's total precipitation was 0.42", which was 0.18" above normal.

- A [climate.gov](#) ([link](#)) to tropical storm history in CA.

Weather Events:

Isolated thunderstorms early in the month were most notable on the 3rd, producing outflow gusts of 45-60 mph in parts of northwest NV, which eventually produced areas of blowing dust with visibility down to 1-2 miles around Fallon.

Dry conditions returned for a few days through the 10th, then periods of monsoon moisture brought daily chances of showers and thunderstorms from the 11th through 19th. The storms were mainly held south of US-50 or along the Sierra at first, before eventually spreading northward. While isolated locations received heavy wetting rainfall, there were no significant flooding impacts. Gusty winds brought areas of blowing dust most notably to Lovelock on the 14th (visibility down to ¼ mile) and 17th (visibility down to about 2 miles).

The main show of August was the remnants of Hurricane Hilary impacting the entire area August 20-21. Hilary was much more impactful for our neighboring offices to our south and east. For our area, it mostly provided beneficial rain (Figure 3), helping to minimize fire spread. High temperatures were also much cooler than average from the 20th-22nd, mainly in the 60s to mid 70s.

The rest of the month closed out with mainly dry conditions and temperatures warming to near average. Periods of increased breezes returned at times, with areas of haze spreading overhead from fires in northwest CA and Oregon.

Hydrology:

No flooding was reported in the month of August in the NWS Reno Service area. Heavy rain did fall on the eastern portion of the Tamarack burn in Douglas County on August 18th and moved enough sediment to plug a culvert, but did not cause any flooding. Rainfall from the remnants of Hurricane Hilary resulted in minor rises in area creeks and streams. Streamflows throughout the area were above normal for August (Figure 4)

Reservoir storage conditions are above average for the end of August in all major reservoirs (Figure 5). As expected, storage has decreased over the month of August, but decreases have generally been less than average for the month.

Drought/Climate Update:

Water year precipitation remains well above average for the area (Figure 6). At this point in September, Reno currently has the second wettest water year on record, and needs 0.65" for the rest of the month to break the record. Several other locations including Minden and Yerrington have already broken the water year precipitation records. The US drought monitor currently depicts the entire NWS Reno service area as drought-free (Figure 7), which aligns well with the strong positive anomaly indicated by the Palmer Drought Severity Index (PDSI) (Figure 8).

Additional Information on Drought and Climate:

[Report Drought conditions here](#)

[Nevada statewide Drought update](#)

[NV Living with Drought](#)

[Drought Monitor](#)

[New Drought.gov](#)

[California Nevada Drought Early Warning System](#)

[NOAA CPC Drought page-](#)

[CNAP Drought tracker](#)

[California Nevada River Forecast Center](#)

[WRCC Drought Tracker](#)

[WRCC Enso page](#)

[WRCC Monthly Climate Summaries](#)

[Evaporative Demand Drought Index](#)

[US Seasonal Drought Outlook](#)

Contact NWS Reno Climate Team

rev.climate@noaa.gov 775-673-8100

<https://www.weather.gov/rev/>

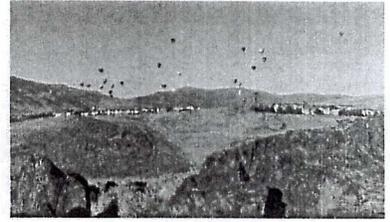


Monthly Climate Report

NWS Reno

Issued: 10/10/2023

Includes previous Drought update (DGT) and Hydro Report (E5)



Synopsis:

September was generally on the warm side, except for three cold low pressure systems which brought periods of well below average temperatures around the Labor Day weekend (1st-4th), the 21st-22nd, and at month's end. The overall result was most areas seeing near or slightly below average temperatures for the month (Figure 1). Parts of Mineral and Mono counties ended up with above average temperatures in September, mainly due to milder nights. Showers and embedded thunderstorms accompanied each of these systems. Additional rounds of showers and thunderstorms occurred during the warmer days around mid-month, mainly in areas south of US-50. Precipitation was generally above average in most areas, with the greatest anomalies (more than 300% of average) across west central NV from US-95 eastward. A few areas in northern Mono County, far western Lassen County, and parts of Douglas and Alpine counties were drier than average in September (Figure 2).

Weather Events:

We entered September with an active pattern throughout the region that continued during the first five days of the month. This led to areas of flash flooding, a few reports of small to 1" hail, and strong winds in the Sierra and western NV. Four-day storm accumulations ended up between 0.10-1.0" in the greater Reno-Carson City-Minden area, 0.5-2.5" in the Tahoe Basin, and 0.50-1.5" in northeast CA. Between 0.5-1.0" fell in the inner basins and ranges, with a localized area receiving 2.5" in eastern Churchill County. This period of rain was accompanied by much cooler temperatures, running up to 15 degrees below average for the first week of September. It was even cold enough to produce light snow showers on top of Mt. Rose Ski Area on the 1st.

Stretching from the 5th to the 20th, temperatures warmed back up to 3-6 degrees above average region-wide. We still experienced areas of showers and thunderstorms on the 9th through the 11th, some of which caused small hail, strong winds, and localized flooding. Additional showers and storms occurred on the 17-19th due to a southerly push of monsoon moisture. This once again led to areas of flash flooding and road closures. Another cool-down across the region occurred from the 21st-22nd as another cold system dropped into the region. This produced some minor precipitation, but mostly gusty winds and well below average temperatures.

Strong southwest winds on the 25th produced choppy lake winds, as well as Red Flag Warning conditions for NE California (Lassen County and Surprise Valley) and northern Washoe County when combined with afternoon and evening RH values between 8-15%.

On the 29th-30th, the coldest system of the 2023 Fall season so far moved into the area. This storm produced between 0.30-1.25" of liquid precipitation in northeast CA and far northwest NV, 0.10-0.30" in the Tahoe Basin, and localized areas of 0.25-0.5" in the inner basin. Snow was recorded at elevations mostly above 7,000-8,000 feet, where up to 3" of snow was recorded between the 28th-30th (Photo 1). This cold system also brought well below average temperatures to finish off the month, with high temperatures around 15 degrees below seasonal normals.

Hydrology:

Localized heavy rain in September impacted roadways with flash flooding and debris on September 3rd in Mineral County along highways 359 and 361 (Photo 2), and again on September 10th along 359. On September 18th, heavy rain caused flooding on USA Parkway (SR-439) in Storey County (Photo 3). Each of these events lead to temporary road closures and required debris removal, and significant repairs for hwy 361.

Mountain precipitation for September reported by NRCS SNOTEL stations in the Sierra and NW Nevada was well above normal. Soil moisture conditions ended the water year well above normal as well and the wettest for the end of September since 2018 (Figure 3). Combined with well above normal September streamflow could help bolster runoff efficiency in water year 2024 (Figure 4). Water year 2023 accumulated streamflows were well above average, throughout the area (Figure 5), but generally well below record volumes from water year 2017 and others that produced greater flows in the fall and winter. Reservoir storage ended the 2023 water year above average throughout the region with considerably greater storage than one year ago (Figure 6). September losses were notably below normal in Lahontan, Tahoe, and in the Walker basin.

Drought/Climate Update:

The 2022-23 water year ended with well above average precipitation for the area (Figure 7). Reno recorded the second wettest water year on record, while several other locations including Minden and Yerrington broke their water year precipitation records. The US Drought Monitor currently depicts the entire NWS Reno service area as drought-free (Figure 8), which aligns well with the strong positive anomaly indicated by the Palmer Drought Severity Index (PDSI) (Figure 9).

- 15.38 inches of precipitation: Ranked 2nd
- 209% of normal precipitation. 8.03" above normal.
- #1 most days with precip: 87 days of measurable precip (0.01" or more) this water year in Reno. Beats 97/98 with 82 days.
- 50.2 inches of snowfall: Ranked 7th.
- #1 most days with snowfall: 40 days with measurable snow.

Additional Information on Drought and Climate:

[Report Drought conditions here](#)

[Nevada statewide Drought update](#)

[NV Living with Drought](#)

[Drought Monitor](#)

[New Drought.gov](#)

[California Nevada Drought Early Warning System](#)

[NOAA CPC Drought page](#)

[CNAP Drought tracker](#)

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[WRCC Enso page](#)

[WRCC Monthly Climate Summaries](#)

[Evaporative Demand Drought Index](#)

[US Seasonal Drought Outlook](#)

Contact NWS Reno Climate Team

rev.climate@noaa.gov 775-673-8100

<https://www.weather.gov/rev/>

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees

From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: October 11, 2023

Re: Discussion regarding birds and their competency in transmitting arboviruses.

The species of birds that most competently transmit arboviruses are Passerines. They are small to medium sized birds and are “insectivorous” but their diet also consists of grains, fruits, insects and other invertebrates. They act as hosts for parasites, pollinate flowers, carry seeds to new locations and are very mobile. This information is why Churchill County is a great environment for these birds. Common passerines are listed below:

Mourning doves, finches, robins, ravens, sparrows, starlings, blackbirds and magpies.

Birds are the reservoir hosts of viremia for encephalitis. Common starlings, robins, sparrows ranked highest in viremia levels.

Birds are important as amplifying hosts and is dependent on a number of factors such as 1) the susceptibility to infection, 2) the duration of viremia at levels high enough to infect feeding mosquitoes, and 3) the density of species and rates of infection relative to a protective immunity.

I will elaborate more on this information at the meeting.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: October 11, 2023
Re: Discussion regarding diseases that are considered arboviruses or more familiarly known as "mosquito-borne illnesses".

Reviewing the diseases that are most associated with mosquito-borne illness, I have come up with the list outlined below.

- Viral Encephalitis: (Venezualan, Eastern Equine, Western Equine, St. Louis and West Nile encephalitis)
- West Nile Fever
- Rift Valley Fever
- Zika Fever
- Chikungunya Virus
- Tularemia
- Malaria
- Dog heartworm
- Dengue

The most common symptoms are flu-like symptoms, fever, nausea, disorientation, headache, joint pain, etc. I will add more to this list with more details as to how these viruses are spread and what animal or vector is the reservoir hosts for these illnesses.

Whereas, birds are the reservoir hosts for Encephalitis, humans are the reservoir hosts for others such as Tularemia and Dengue.

I will present a verbal explanation of these diseases for you as well, at the meeting.

CHURCHILL COUNTY MOSQUITO, VECTOR ANS NOXIOUS WEED
ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: October 11, 2023
Re: Discussion and possible action regarding the in-house dry ice program with respect to the following points:
A Cost
B Liability
C Viability
D Safety
E Storage
F Payments to Trustee Grondin

I am still compiling the invoices and totals of dry ice made to date and the comparison of those numbers to the last two years. Our Bookkeeper is out of town until later this month so I do not have exact totals. There are a few points that I can elaborate on for discussion purposes but exact numbers are still being totaled. Attached is the invoice from JW Welding in order to start this year's dry ice making investment. I apologize for the delay in getting this information to you but the numbers that I can provide for you at this point in time will be presented at the meeting.

Note: The overall cost expected this 2023 season with JW Welding is \$2,754.02. We had to purchase some smaller dry ice purchases from Safeway but there the cost is \$3.19 per pound. We made 17 trips into Reno in order to take our mosquito pools to the State Laboratory, That requires a minimum of 2.25 hours of drive time (Labor cost of the employee) and approximately 130 miles round trip with fuel costs being \$4.25 per gallon. If we were to have had to go into Reno to purchase dry ice as we did in 2022, we would have added another 17 trips with 2.5 hours of labor costs and 130 miles of fuel. If we were to figure labor costs at \$20 per hour and fuel costs at 18 miles per gallon, our cost saving of NOT making that trip to purchase the dry ice would total what is listed below:

2023 Labor $\$20 \times 2.5 = \50

Fuel 130 miles divided by 18 mile per gallon is 7.2 gallons $\times \$4.25 = \30.69 per trip

- ROUGHLY $\$80.60 \times 17$ trips equals \$1,371.73 that was NOT spent due to us being able to make our dry ice in-house.

2022 There were 21 trips made taking the mosquito pools into the State Lab. That means that there were at least 21 trips made into Reno to purchase dry ice. Fuel on average for 2022 was \$5.15 per gallon.

A better detail of how many traps were set in 2022 and 2023 were set and the average weight of dry ice used in this effort will be verbalized at the meeting in order to have an overall perspective.



JW Welding Supplies & Tools

STATEMENT

1156 Taylor Pl * Fallon NV 89406-7877
 PO Box 1416 * Fallon NV 89407-1416
 775-423-4774 Fax: 775-423-0600

900 Industrial Way * Sparks NV 89431-6008
 775-331-4774 * Fax: 775-331-4806

www.jwweldingsupply.com

| | | |
|----------------------|------|------------|
| Remit To | Date | 09/30/2023 |
| PO Box 1416 | Page | 1 |
| Fallon NV 89407-1416 | | |

To: 14747
CHURCHILL COUNTY MOSQUITO
 P.O. BOX 2468
 FALLON, 89407

| Date | Invoice | Due Date | Amount | Pymt Date | Payment Amount | Tr | Balance |
|----------|---------|----------|--------|----------------|------------------------------|----|---------|
| 08/21/23 | 286942 | 09/20/23 | 474.55 | | | | 474.55 |
| 08/31/23 | DA5911 | 09/30/23 | 149.45 | | | | 149.45 |
| 09/30/23 | DA6347 | 10/30/23 | 149.45 | | | | 149.45 |
| 09/30/23 | SC9811 | 09/30/23 | 7.12 | | | | 7.12 |
| | | | 149.45 | | | | |
| | | | | Filling cost ≈ | 1200.00 | | |
| | | | | | 2130.02 | | |
| | | | | | Uplam | | |
| | | | | | 01.5225 | | |
| | | | | | Paid 624 earlier this season | | |
| | | | | | for invoices | | |
| | | | | | PA 5469 | | |
| | | | | | and | | |
| | | | | | 255671 | | |
| | | | | | Overall season total | | |
| | | | | | \$ 2754.02 | | |

| Current | 31-60 | 61-90 | 91-120 | 121 & Over | Total Due |
|---------|--------|-------|--------|------------|-----------|
| 306.02 | 474.55 | .00 | .00 | .00 | 780.57 |

Customer Copy

... Last Page

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Management Report
September 2023

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: October 11, 2023

Staff has also been doing field assessment and larvicide work around the valley. We have been truck fogging (adulticiding) for adult mosquitoes in the mornings and the evenings weather permitting. The service request list is attached.

Management has encouraged staff to use longer term larvicides for control over the larvae in the water to buy us time. These are more expensive but not having to assess and treat the same locations every two weeks saves us labor costs.

If you have any questions regarding the District operations, please contact Nancy at 775 423-2828.
Thank you!

Total Expenses for Board Reports

Aug-23

Total Payroll Cost Report

| | | | | |
|-----------------------------------|--------|--------|--|---------------------|
| Gross Wages | | | | \$ 38,599.29 |
| Retirement (PERS) | | | | \$ 8,835.80 |
| Insurance | | | | \$ 2,644.20 |
| Medicare & Social Security | | | | \$ 799.66 |
| Sub-Total Payroll Expenses | Page 1 | Item A | | <u>\$ 50,878.95</u> |

Monthly Expenses by Vendor Detail

| | | | | |
|-------|--------|--------|--|-------------|
| Total | Page 2 | Item B | | \$ 5,269.45 |
|-------|--------|--------|--|-------------|

Total Expenses

\$ 56,148.40

Trace to Monthly Profit & Loss Report

| | | | | |
|----------------|--------|--------|--|---------------------|
| Total Expenses | Page 1 | Item C | | <u>\$ 56,148.40</u> |
|----------------|--------|--------|--|---------------------|

Variance

-

Churchill County Mosquito, Vector & Noxious Weed A

Total payroll cost report

From Aug 01, 2023 to Aug 31, 2023 from all locations

| Item | Amount |
|--|--------------------|
| Total pay | |
| Paycheck wages | \$38,599.29 |
| Non-paycheck wages | \$0.00 |
| Reimbursements | \$0.00 |
| Subtotal | \$38,599.29 |
| Company contributions | |
| Employer Paid Dental Insurance | \$121.38 |
| Employer Paid Health Insurance | \$2,464.64 |
| Employer Paid Life Ins-PT only | \$47.74 |
| Employer Paid Vision Insurance | \$10.44 |
| Medicare (EE/ER) | \$484.32 |
| PERS Employer Paid (EE/ER) | \$2,841.71 |
| PERS Employer Paid (EE/ER) Old DON'T USE | \$0.00 |
| PERS Employer Paid (ER Only) | \$5,994.09 |
| Subtotal | \$11,964.32 |
| Employer taxes | |
| Social Security Employer | \$255.57 |
| Medicare Employer | \$59.77 |
| Subtotal | \$315.34 |
| Total payroll cost | \$50,878.95 |

Item A →

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

August 2023

| NAME | DATE | ACCOUNT | MEMO/DESCRIPTION | AMOUNT |
|--|------------|---|---|-------------------|
| Big R Inc | | | | |
| Big R Inc | 08/17/2023 | 01.5380 Services & Supplies:Repairs - Equipment | Hi-Flow Pump | 99.99 |
| Big R Inc | 08/25/2023 | 01.5380 Services & Supplies:Repairs - Equipment | Backpack Sprayer, Wire Harness, & Other Parts | 169.45 |
| Total for Big R Inc | | | | \$269.44 |
| Branch Automotive, LLC | | | | |
| Branch Automotive, LLC | 08/08/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | 2011 Ford F150 Repairs | 762.47 |
| Total for Branch Automotive, LLC | | | | \$762.47 |
| C and L Auto | | | | |
| C and L Auto | 08/15/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | 2014 Toyota Replaced AC Compressor | 856.62 |
| Total for C and L Auto | | | | \$856.62 |
| CC Communications | | | | |
| CC Communications | 08/28/2023 | 01.5390 Services & Supplies:Communications | Landline Charges 07/29 to 08/28/23 | 120.02 |
| CC Communications | 08/28/2023 | 01.5390 Services & Supplies:Communications | Taxes & Surcharges 07/29 to 08/28/23 | 18.23 |
| CC Communications | 08/28/2023 | 01.5390 Services & Supplies:Communications | Security Alarm Charges 07/29 to 08/28/23 | 49.95 |
| CC Communications | 08/28/2023 | 01.5390 Services & Supplies:Communications | Broadband Charges 07/29 to 08/28/23 | 49.99 |
| Total for CC Communications | | | | \$238.19 |
| Costco | | | | |
| Costco | 08/10/2023 | 01.5320 Services & Supplies:Office Supplies | Copy paper & other supplies | 54.78 |
| Total for Costco | | | | \$54.78 |
| Dowd Bookkeeping Services LLC | | | | |
| Dowd Bookkeeping Services LLC | 08/06/2023 | 01.5366 Services & Supplies:Computer Software & Online Subs | QuickBooks Online Essentials & Core Payroll Fees (Jul 9 to Aug 9) | 130.70 |
| Dowd Bookkeeping Services LLC | 08/06/2023 | 01.5361 Services & Supplies:Accounting & Audit Fees | Bookkeeping July 2023 | 1,250.00 |
| Total for Dowd Bookkeeping Services LLC | | | | \$1,380.70 |
| JW Wedling Supplies & Tools | | | | |
| JW Wedling Supplies & Tools | 08/21/2023 | 01.5225 Services & Supplies:Encephalitis Testing | Oxygen, Acetylene & Carbon Dioxide | 474.55 |
| Total for JW Wedling Supplies & Tools | | | | \$474.55 |
| NV Energy | | | | |
| NV Energy | 08/03/2023 | 01.5441 Services & Supplies:Utilities - Electric | Electricity 06/28 to 07/31/2023 | 485.63 |
| Total for NV Energy | | | | \$485.63 |
| O'Reilly Auto Parts | | | | |
| O'Reilly Auto Parts | 08/23/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | Mini Bulb | 6.59 |
| O'Reilly Auto Parts | 08/23/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | Wiper Blades | 19.99 |
| O'Reilly Auto Parts | 08/23/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | Fuse Case | 5.29 |
| Total for O'Reilly Auto Parts | | | | \$31.87 |
| Optum Bank | | | | |
| Optum Bank | 08/01/2023 | 01.5141 Benefits:Health Insurance - HSA | August 2023 | 150.00 |
| Total for Optum Bank | | | | \$150.00 |
| Safeway | | | | |
| Safeway | 08/03/2023 | 01.5225 Services & Supplies:Encephalitis Testing | Dry Ice | 16.81 |
| Safeway | 08/08/2023 | 01.5225 Services & Supplies:Encephalitis Testing | Dry Ice | 82.81 |
| Safeway | 08/09/2023 | 01.5225 Services & Supplies:Encephalitis Testing | Dry Ice | 24.05 |
| Total for Safeway | | | | \$123.67 |
| Southwest Gas | | | | |
| Southwest Gas | 08/24/2023 | 01.5440 Services & Supplies:Utilities - Gas | Gas 07/25 to 08/22/2023 | 48.62 |
| Total for Southwest Gas | | | | \$48.62 |
| UniFirst Corporation | | | | |
| UniFirst Corporation | 08/17/2023 | 01.5190 Services & Supplies:Uniforms | Uniforms 08/17/2023 | 60.38 |
| Total for UniFirst Corporation | | | | \$60.38 |
| Verizon Wireless | | | | |
| Verizon Wireless | 08/03/2023 | 01.5390 Services & Supplies:Communications | Cell Phones 06/15 to 07/14/2023 | 232.19 |
| Total for Verizon Wireless | | | | \$232.19 |
| Walmart | | | | |

| NAME | DATE | ACCOUNT | MEMO/DESCRIPTION | AMOUNT |
|------------------------------|------------|---|---------------------------|-------------------|
| Walmart | 08/09/2023 | 01.5320 Services & Supplies:Office Supplies | Printer Paper | 12.54 |
| Total for Walmart | | | | \$12.54 |
| WiarCom Inc | | | | |
| WiarCom Inc | 08/10/2023 | 01.5390 Services & Supplies:Communications | Wireless 08/10-09/09/2023 | 87.80 |
| Total for WiarCom Inc | | | | \$87.80 |
| Grand Total | | | Item B → | \$5,269.45 |

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

August 2023

| | TOTAL |
|---|--------------------|
| Income | |
| 01.4000 Property Taxes | |
| 01.4040 Real Property Tax - Current | 60,777.58 |
| 01.4050 Real Property Tax - Delinquent | 390.53 |
| 01.4060 Net Proceeds of Mines | 977.37 |
| 01.4080 Personal Property Tax - Current | 721.86 |
| 01.4090 Personal Property Tax - Delinquent | 112.46 |
| Total 01.4000 Property Taxes | 62,979.80 |
| 01.4101 Inter-Governmental Revenue | |
| 01.4130 AB104 Fairshare Revenues | 9,273.53 |
| Total 01.4101 Inter-Governmental Revenue | 9,273.53 |
| 01.4500 Interest Revenue | 6,601.02 |
| Total Income | \$78,854.35 |
| GROSS PROFIT | \$78,854.35 |
| Expenses | |
| 01.5000 Wages | |
| 01.5030 Salary - Management | 14,280.00 |
| 01.5040 Salary - Full-time | 18,476.55 |
| 01.5045 Salary - Part-time | 3,705.11 |
| 01.5050 Salary - Seasonal | 1,637.63 |
| 01.5070 Board Compensation | 500.00 |
| Total 01.5000 Wages | 38,599.29 |
| 01.5100 Benefits | |
| 01.5110 Retirement Contribution | 8,835.80 |
| 01.5140 Health Insurance | 2,644.20 |
| 01.5141 Health Insurance - HSA | 150.00 |
| 01.5150 Social Security & Medicare | 799.66 |
| Total 01.5100 Benefits | 12,429.66 |
| 01.5200 Services & Supplies | |
| 01.5190 Uniforms | 60.38 |
| 01.5225 Encephalitis Testing | 598.22 |
| 01.5320 Office Supplies | 67.32 |
| 01.5361 Accounting & Audit Fees | 1,250.00 |
| 01.5366 Computer Software & Online Subs | 130.70 |
| 01.5380 Repairs - Equipment | 269.44 |
| 01.5385 Repairs - Vehicle | 1,650.96 |
| 01.5390 Communications | 558.18 |
| 01.5440 Utilities - Gas | 48.62 |
| 01.5441 Utilities - Electric | 485.63 |
| Total 01.5200 Services & Supplies | 5,119.45 |
| Total Expenses | \$56,148.40 |
| | [Item C] → |
| NET OPERATING INCOME | \$22,705.95 |
| NET INCOME | \$22,705.95 |

Total Expenses for Board Reports

Sep-23

Total Payroll Cost Report

| | | | | |
|-----------------------------------|--------|--------|--|---------------------|
| Gross Wages | | | | \$ 36,824.11 |
| Retirement (PERS) | | | | \$ 9,059.35 |
| Insurance | | | | \$ 2,644.20 |
| Medicare & Social Security | | | | \$ 747.38 |
| Sub-Total Payroll Expenses | Page 1 | Item A | | <u>\$ 49,275.04</u> |

Monthly Expenses by Vendor Detail

| | | | | |
|-------|--------|--------|--|-------------|
| Total | Page 1 | Item B | | \$ 2,297.75 |
|-------|--------|--------|--|-------------|

Total Expenses

\$ 51,572.79

Trace to Monthly Profit & Loss Report

| | | | | |
|-----------------|--------|--------|--|--------------|
| Total Expenses | Page 2 | Item C | | \$ 51,572.79 |
| Variance | | | | <u>\$ -</u> |

Churchill County Mosquito, Vector & Noxious Weed A

Total payroll cost report

From Sep 01, 2023 to Sep 30, 2023 from all locations

| Item | Amount |
|--|--------------------|
| Total pay | |
| Paycheck wages | \$36,824.11 |
| Non-paycheck wages | \$0.00 |
| Reimbursements | \$0.00 |
| Subtotal | \$36,824.11 |
| Company contributions | |
| Employer Paid Dental Insurance | \$121.38 |
| Employer Paid Health Insurance | \$2,464.64 |
| Employer Paid Life Ins-PT only | \$47.74 |
| Employer Paid Vision Insurance | \$10.44 |
| Medicare (EE/ER) | \$464.79 |
| PERS Employer Paid (EE/ER) | \$2,102.61 |
| PERS Employer Paid (EE/ER) Old DON'T USE | \$0.00 |
| PERS Employer Paid (ER Only) | \$6,956.74 |
| Subtotal | \$12,168.34 |
| Employer taxes | |
| Social Security Employer | \$229.03 |
| Medicare Employer | \$53.56 |
| Subtotal | \$282.59 |
| Total payroll cost | \$49,275.04 |

Item A →

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Expenses by Vendor Detail

September 2023

| NAME | DATE | ACCOUNT | MEMO/DESCRIPTION | AMOUNT |
|--|------------|---|---|-------------------|
| Branch Automotive, LLC | | | | |
| Branch Automotive, LLC | 09/01/2023 | 01.5385 Services & Supplies:Repairs - Vehicle | Vehicle Repairs | 100.19 |
| Total for Branch Automotive, LLC | | | | \$100.19 |
| Costco | | | | |
| Costco | 09/07/2023 | 01.5390 Services & Supplies:Communications | Stamps | 65.75 |
| Total for Costco | | | | \$65.75 |
| Dowd Bookkeeping Services LLC | | | | |
| Dowd Bookkeeping Services LLC | 09/04/2023 | 01.5361 Services & Supplies:Accounting & Audit Fees | Bookkeeping August 2023 | 1,250.00 |
| Dowd Bookkeeping Services LLC | 09/04/2023 | 01.5366 Services & Supplies:Computer Software & Online Subs | QuickBooks Online Essentials & Core Payroll Fees (Aug 9 to Sep 9) | 140.90 |
| Total for Dowd Bookkeeping Services LLC | | | | \$1,390.90 |
| NV Energy | | | | |
| NV Energy | 09/01/2023 | 01.5441 Services & Supplies:Utilities - Electric | Electricity 07/31 to 08/29/2023 | 375.80 |
| Total for NV Energy | | | | \$375.80 |
| Optum Bank | | | | |
| Optum Bank | 09/01/2023 | 01.5141 Benefits:Health Insurance - HSA | January 2023 | 150.00 |
| Total for Optum Bank | | | | \$150.00 |
| Ott's Farm Equipment | | | | |
| Ott's Farm Equipment | 09/01/2023 | 01.5380 Services & Supplies:Repairs - Equipment | Equipment repairs | 123.74 |
| Total for Ott's Farm Equipment | | | | \$123.74 |
| Safeway | | | | |
| Safeway | 09/08/2023 | 01.5225 Services & Supplies:Encephalitis Testing | Dry Ice | 3.57 |
| Total for Safeway | | | | \$3.57 |
| WiarCom Inc | | | | |
| WiarCom Inc | 09/11/2023 | 01.5390 Services & Supplies:Communications | Wireless 09/10-10/09/2023 | 87.80 |
| Total for WiarCom Inc | | | | \$87.80 |
| Grand Total | | | | \$2,297.75 |

Item B → \$2,297.75

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

September 2023

| | TOTAL |
|---|---------------------|
| Income | |
| 01.4000 Property Taxes | 16,036.26 |
| 01.4040 Real Property Tax - Current | 130,248.09 |
| 01.4050 Real Property Tax - Delinquent | 960.67 |
| 01.4060 Net Proceeds of Mines | |
| 01.4080 Personal Property Tax - Current | 969.45 |
| 01.4090 Personal Property Tax - Delinquent | 129.47 |
| 01.4100 In-Lieu-of Taxes (NDOW) | 381.26 |
| 01.4120 Private Car Tax | |
| Total 01.4000 Property Taxes | 148,725.20 |
| 01.4101 Inter-Governmental Revenue | |
| 01.4110 Consolidated Tax Revenue | 74,538.17 |
| 01.4130 AB104 Fairshare Revenues | |
| Total 01.4101 Inter-Governmental Revenue | 74,538.17 |
| 01.4150 Other Revenues | |
| 01.4170 Billboard Rental | 3,667.00 |
| Total 01.4150 Other Revenues | 3,667.00 |
| Total Income | \$226,930.37 |
| GROSS PROFIT | \$226,930.37 |
| Expenses | |
| 01.5000 Wages | |
| 01.5030 Salary - Management | 14,280.00 |
| 01.5040 Salary - Full-time | 17,119.28 |
| 01.5045 Salary - Part-time | 3,710.90 |
| 01.5050 Salary - Seasonal | 1,513.93 |
| 01.5070 Board Compensation | 200.00 |
| Total 01.5000 Wages | 36,824.11 |
| 01.5100 Benefits | |
| 01.5110 Retirement Contribution | 9,059.35 |
| 01.5140 Health Insurance | 2,644.20 |
| 01.5141 Health Insurance - HSA | 150.00 |
| 01.5150 Social Security & Medicare | 747.38 |
| Total 01.5100 Benefits | 12,600.93 |
| 01.5200 Services & Supplies | |
| 01.5225 Encephalitis Testing | 3.57 |
| 01.5361 Accounting & Audit Fees | 1,250.00 |
| 01.5366 Computer Software & Online Subs | 140.90 |
| 01.5380 Repairs - Equipment | 123.74 |
| 01.5385 Repairs - Vehicle | 100.19 |
| 01.5390 Communications | 153.55 |

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit and Loss

September 2023

| | TOTAL |
|--|-----------------------------|
| 01.5441 Utilities - Electric | 375.80 |
| Total 01.5200 Services & Supplies | 2,147.75 |
| Total Expenses | Item C → \$51,572.79 |
| NET OPERATING INCOME | \$175,357.58 |
| NET INCOME | \$175,357.58 |