

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 January 2023
TIME: 5:30 P.M.
TYPE OF MEETING: December 2022 Operation 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 and Approval of Minutes from December 8th, 2022.**
6. **Certificate of Posting.**

7. Correspondence.

1. December 2022 NPAIP General Insurance Application submission.
2. 12-15-22 Carson Water Subconservancy District – December Watershed Moment publication.
3. 12-27-22 Churchill County Planning Commission – Special Use permit Application and public hearing notice.

8. Appointments.

9. Old Business.

1. Discussion and brief review of video training presented by the District at the Statewide Continuing education training on December 6, 2022.
2. Discussion, update and possible action regarding the asphalt situation and possible repaving options at the District facility yard.
3. Discussion and possible action regarding the information to be placed on a plaque purchased for the Board of Trustees dedication at the District facility.
4. Discussion and possible action regarding the recognition of former Board Members and their respective commitment to the District Board of Trustees.
5. Discussion and update of drone (purchase) buyout between Douglas County Mosquito District and that of the Churchill County Mosquito, Vector and Noxious Weed Abatement District's partial ownership of the previously shared drone purchase.

10. New Business.

1. Discussion and possible action regarding the election of a Chairperson for the Board of Trustees.
2. Discussion and possible action regarding the election of a Vice-Chairperson for the Board of Trustees.
3. Discussion and possible action regarding the 2023 Aerial Bid from Frey Spray for \$780 per hour of hours worked.
4. Discussion, update, and possible action regarding the Special Use permit application from Out West Building, LLC, and the District's intended response at this current time.
5. Discussion and possible action regarding interest in full-filling two vacant Board positions for the District Board of Trustees. There are two options to this action item as listed below and will be determined at this meeting:
 - A. Have interested applicants submit a "Letter of Interest or Intent" to the Administrative Assistant by the end of the month of January 2023 to be considered at the February 9, 2023, Board meeting.
 - B. Appoint two individuals at this January 12, 2023, Board meeting based off their presence and interest in these vacant Board positions. Their interest in filling the appointed vacant positions can be made in writing or in person for consideration.

11. District Manager's Report and Operations Review.

12. Board Members' Report.

13. Any Requests for Future Agenda Items.

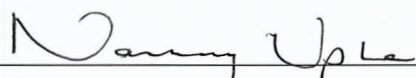
14. Expenditures.

December 2022 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 9th day of January 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.



NEVADA PUBLIC AGENCY INSURANCE POOL
2023/2024 RENEWAL APPLICATION

ALL QUESTIONS MUST BE ANSWERED

PRODUCER: Chris Rogne EFFECTIVE DATE 7/1/2023

OFFICE: E.H. Hursh, Inc., 130 S. Maine Street, Fallon, NV 89406

1) NAMED ASSURED (INSURED:): Churchill County Mosquito, Vector and Weed Control District

CONTACT PERSON: Nancy Upham/ Melania Sagi

PHONE: 775-423-2828 EMAIL: servicerequest@ccmosquito.org

ADDRESS: P.O. Box 2468

CITY: Fallon STATE: NV ZIP: 89406

2) PROPERTY INFORMATION -

VALUES - IMPORTANT THAT 100% REPLACEMENT COST VALUES BE LISTED.

Table with 2 columns: Description of property values and Amount. Includes rows for Total Building Values (\$585,660), Total Content Values (\$387,090), Auto Physical Damage Values (\$198,655), Equipment Values (\$149,540), Drone Value (\$40,000), and Total Insured Values (\$1,360,945).

3) GENERAL LIABILITY CHECKLIST:

A. ENTITY INFORMATION: DOES THE PUBLIC ENTITY OWN OR OPERATE ANY OF THE FOLLOWING:

Table with 2 columns: Yes/No and Entity Information. Lists various facilities like Airports, Beaches, County Homes, etc., for which the entity must indicate ownership or operation.

* Supplemental Applications should be completed for those items that are new exposures this year.

Mosquito & Weed Control

B. RATING INFORMATION

<u>General</u>	<u>Law Enforcement</u>
Population	Number Full Time
<u>Payroll</u> (excl. clerical & benefits)	Number Part Time
Water Utility Payroll	Number Dispatchers
Emergency Personnel (Law Enf., Fire, EMT's)	<u>Jail/Youth Detention Centers</u>
<u>Total Employees</u>	Square Feet (cells only)
Number Employees (FT Equivalents)	# of Cells
<u>Road Mileage</u>	Number of Beds
Paved	Average Number of daily inmates
Unpaved	Number of Jailers
<u>Court</u>	Number of Bailiffs
Number of Judges	Number Youth Detention Center Attendants
Number of District Attorneys	<u>Clinics</u>
<u>EMT's/ Paramedics</u>	Square Feet of Clinics
Number of Professionals	<u>Amusement</u>
Number of Volunteers	Number of Swimming Pools
<u>Firefighters</u>	Number of Diving Boards
Number of Professionals	Number of Water Park
Number of Volunteers	Number of Skate Parks
<u>Nurse/ LPN</u>	Number of Climbing Walls
Number of Professionals	Number of Amusement Parks
Number of Volunteers	Number of Zoos
	<u>Miscellaneous</u>
	Miles of Waterfront Exposure

4) AUTOMOBILE LIABILITY INFORMATION

<u>VEHICLE</u>	<u>NUMBER</u>	<u>VEHICLE</u>	<u>NUMBER</u>
Private Passenger Emergency Cars		Ambulances	
All Other Private Passenger Cars		Buses	
Vans (other than 15 Passenger), Pickups & Other Light Trucks (Up to 10,000 lbs. GVW)	10	15 Passenger Vans	
Medium Trucks (10,000 to 20,000 lbs. GVW)		Motor Bikes	
Heavy Trucks (Over 20,000 lbs. GVW)		Fire Trucks	
		Trailers	6
		Miscellaneous	

NOTE: Please be sure to indicate seating capacity for all buses and 15 passenger vans on the vehicle schedule.

TOTAL NUMBER OF VEHICLES 16

5) PAYROLL INFORMATION:

	Current Year	Last Year
Total Payroll (excl. benefits)	<u>349,202</u>	<u>\$294,500 383,164</u>

COVERAGE NOTICE

If this account meets our underwriting standards, liability coverage will be quoted as follows:

- General Liability and Law Enforcement will be quoted on an **Event** basis.
- Automobile Liability will be quoted on an **Event** basis.
- Public Officials Errors & Omissions will be quoted on a Claims-Made basis only.

The information provided in this application and all schedules are true and correct to the best of my knowledge.

Signed: 
PRESIDING OFFICIAL

Named Insured: _____

Signed: _____

CHURCHILL COUNTY MOSQUITO, VECTOR & NOXIOUS WEED ABATEMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2022
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

	GENERAL FUND	CAPITAL PROJECTS FUND	SOURCE REDUCTION FUND
Revenues			
Ad valorem taxes	\$ 628,591	\$ -	\$ -
Intergovernmental revenues	592,945	-	-
Sale of land	-	-	-
Miscellaneous	4,391	-	-
Total Revenues	1,225,927	-	-
Expenditures			
Health and Sanitation			
Current			
Salaries	349,202	-	-
Employee benefits	183,459	-	-
Service and supplies	388,667	-	-
Capital outlay	15,994	-	-
Debt Service			
Principal	-	-	-
Interest	-	-	-
Total Expenditures	937,322	-	-
Excess (Deficiency) of Revenues over Expenditures	288,605	-	-
Fund Balance, July 1	1,859,016	6,795	33,871
Fund Balance, June 30	\$ 2,147,621	\$ 6,795	\$ 33,871

TOTALS	
2022	2021
\$ 628,591	\$ 624,315
592,945	557,497
-	500
4,391	4,541
<u>1,225,927</u>	<u>1,186,853</u>
349,202	383,154
183,459	185,844
388,667	413,924
15,994	29,347
-	14,340
-	119
<u>937,322</u>	<u>1,026,728</u>
<u>288,605</u>	<u>160,125</u>
<u>1,899,682</u>	<u>1,739,557</u>
<u>\$ 2,188,287</u>	<u>\$ 1,899,682</u>

The accompanying notes are an integral part of these financial statements.

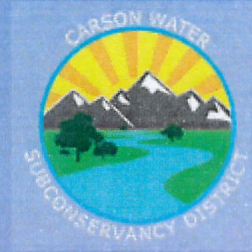
From: Shane Fryer

Sent: Thursday, December 15, 2022 4:02 PM

To: Nancy Upham

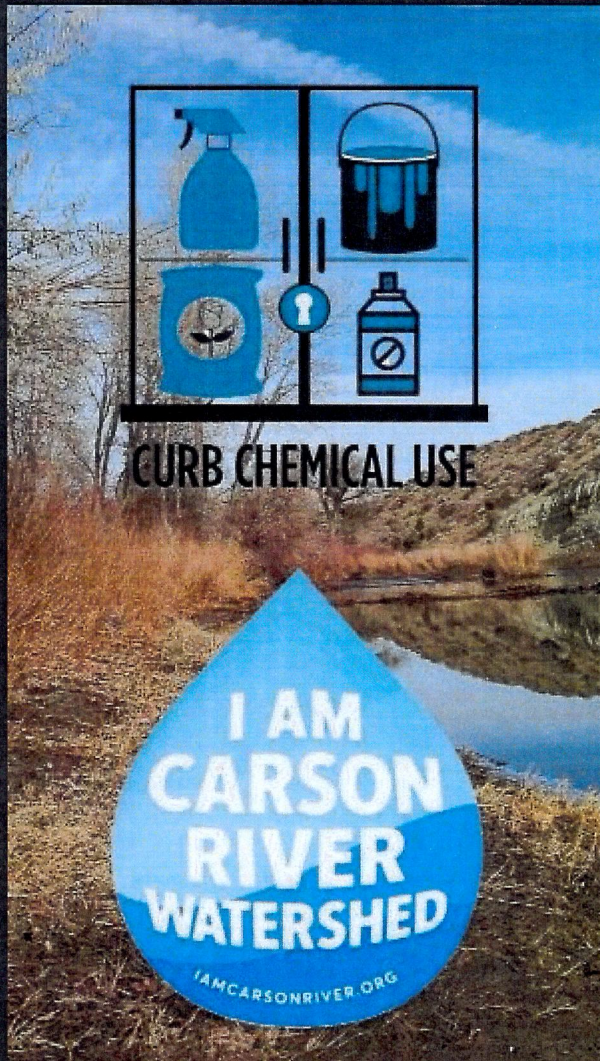
Subject: Our Final Watershed Moment, Meet the new AmeriCorps & Alpine Co. RFP

[View this email in your browser](#)



Carson Water Subconservancy District

**Our Final Watershed Moment
Meet the New AmeriCorps
Alpine Co. RFP**



(Click image for video)

Watershed Moment - Curb Chemical Use!

Carson Water Subconservancy District (CWSD) is launching our December Watershed Moment public service announcement (PSA), "Curb Chemical Use," which highlights how the cumulative effects of the household chemicals we all use everyday can impair the health of the Carson River Watershed. This series of six reels shows what household chemicals are and provides strategies for reducing our use of them and for using them properly in order to protect our rivers,

lakes and streams.

Meet AmeriCorps Intern Kelly Nicholas



CWSD's newest watershed tech, Kelly Nicholas, does best while wearing many hats. Originally hailing from the San Francisco Bay Area, Kelly graduated with a B.A. in Communications from the University of Washington and has lived and worked throughout the U.S., including stints in Austin, Tex.; Hagatña, Guam; New Orleans, and Flagstaff, Ariz. Kelly moved to Carson City in 2019 and later worked with the nonprofit Muscle Powered, a local walking and biking advocacy nonprofit. While there she not only became knowledgeable in transportation and recreation issues but also learned trail-building skills and honed her Leave No Trace practices. After Kelly hiked the Pacific Crest Trail this past summer, the need to protect and support rivers and lakes became shockingly apparent to her, and she wanted to get involved. She looks forward to exploring the Carson River Watershed and how best to encourage others to get involved too.

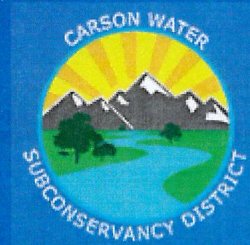
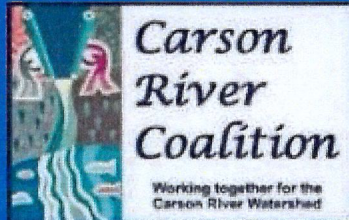
Kelly enjoys trail running, hiking and backpacking, honing her massage practice, gardening, reading, and making a mess in her kitchen. Since her move close to the Sierra she has also taken up snowshoeing and Nordic skiing, with varying levels of success.

Alpine County Seeks EV Charging Station Operator

Alpine County, California is soliciting proposals for the installation of electrical vehicle charging stations to be located in Markleeville and Bear Valley.



Proposals will be accepted at the address below, or via email until the proposal deadline of January 27, 2023 at 11:59 p.m. PST. [Download the Request for Proposal here.](#)



Brenda Hunt, Carson River Watershed Program Manager
Shane Fryer, Watershed Program Specialist
Kelly Nicholas, AmeriCorps - Watershed Technician
Edwin James, General Manager
Debbie Neddenriep, Water Resource Specialist II
Cátrina Schambra, Administrative Assistant
Max Robinson, Water Resource Specialist II

Our mailing address is:
777 E. William Street, Suite 209
Carson City, NV 89701
775-887-9005 (p)
775-887-7457 (f)
www.cwsd.org

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mailchimp

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Management Report
December 2022

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023

Audit work and Administrative work were completed in December 2022. After the Board meeting in December, Management and Administrative staff used vacation time and/or sick leave during the rest of the month around the holidays.

District Manager, Nancy Upham, presented a power point presentation on aquatic quality and mosquito training on December 6, 2022. We will be showing you a summary at the meeting.

The internet and phone lines were down for a week or so during the month of December. We will be addressing this with CC Communications with hopes to get fiber optic internet. Our phone and internet service has been poor since we moved into this building. In that we now know that fiber optic internet runs out this far, we hope that CC Communications will make the upgrade soon.

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



CHURCHILL COUNTY
PUBLIC WORKS,
PLANNING & ZONING

*Public Works
Planning Department
Planning Commission
Zoning Enforcement
Business License
GIS*

December 27, 2022

CC MOSQUITO ABATEMENT DISTRICT
PO BOX 2468
FALLON, NV, 89407-2468

Dear Property Owner:

The Churchill County Planning Commission will meet on Wednesday, **January 11, 2023**, at 7:00 p.m. at the Churchill County Administration Complex, County Commission Chambers, 155 North Taylor Street, Fallon, Nevada.

A public hearing will be held for a special use permit application for a manufacturing/fabrication business filed by Ed Erxleben, representing Out West Buildings LLC, for property located at 7450 Reno Highway, Assessor's Parcel Numbers 007-251-52 and 007-251-53, consisting of 9.85 acres and 3.7 acres respectively in the C-2 zoning district. The applicant proposes to authorize the manufacture and fabrication of wooden storage buildings at this location in two large shops with office buildings. The business is already in operation.

Also, there will be a public hearing on an application for three (3) variances from (1) the street setback requirement, (2) the landscaping requirements, and (3) the screening requirement found in Churchill County Code filed by Ed Erxleben, representing Out West Buildings LLC, for property located at 7450 Reno Highway, Assessor's Parcel Numbers 007-251-52 and 007-251-53, consisting of 9.85 acres and 3.7 acres respectively in the C-2 zoning district. The applicant requests to (1) remove the setback requirement for the shed display, (2) not install street landscaping and other landscaping in place of landscaping that they have already provided, and (3) not provide screening of the storage area on certain sides.

As a property owner within the vicinity of the property in question, you are invited to attend this meeting to provide input and aid the Planning Commission in their discussion. You may submit your comments in writing prior to the meeting if you are unable to attend. A copy of the application is on file and available for public inspection at the Churchill County Public Works, Planning & Zoning Department.

Sincerely,

Christian Spross
Director, Public Works, Planning & Zoning

Enclosure: Applicant Plot Plan

OUT WEST BUILDINGS PROPERTY LAYOUT INDEX

- 1 CURRENT SALES AND ACCOUNTING OFFICE BUILDING
- 2 PROPOSED SALES AND CONFERENCE OFFICE BUILDING
- 3 PRODUCTION BUILDING
- 4 TRUSSES AND BARN DOORS OPEN BUILDING AND AREA
- 5 ROOFING BUILDING AND STAGING AREA
- 6 PAINTING AREA
- 7 LUMBER STORAGE AREA
- 8 DOORS AND WINDOWS STORAGE AREA
- 9 EMPLOYEE PARKING
- 10 CUSTOMER PARKING
- 11 ADA PARKING ACCESS RAMP WITH STAIRS AND SIGNAGE
- 12 BRIDGE
- 13 WATER STORAGE CONTAINER
- 14 EXIT ENCROACHMENT
- 15 DISPLAY BUILDINGS AREA
- 16 CUSTOMER BUILDINGS AREA
- 17 INVENTORY BUILDING AREA
- 18 REPO BUILDINGS AREA
- 19 STORAGE CONTAINER AREA
- 20 WELL AND DASHED LINE INDICATES THE WATER LINE
- 21 LANDSCAPING AND SEPTIC AREA
- 22 PORTABLE TOILETS FOR THE BUILDERS
- 23 FENCING AND SCREENING
- 24 HIGHWAY AND ROADS
- 25 DOUBLE ENTRY GATE
- 26 BURN AREA



This map is intended to depict approximate boundaries and does not represent a survey. Any area, delineation or dimension are approximate and are not to be used for legal purposes. No liability is assumed by Churchill County concerning the accuracy of the data delineated herein. Use of this map for other than illustrative purposes is not contemplated, and Churchill County expressly disclaims any liability for use other than for illustrative purposes.

Prepared By: Brandon Spivey
 Churchill County Planning Department
 Date saved By: Brandon Spivey on 6/16/2012 at 8:45:30 AM
 File: E:\Aerial\353\SP12\015 Layout02.mxd

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and brief review of the power point video presented at the Statewide
continuing education training on December 6, 2022.

District Manager, Nancy Upham, will bring the flash drive of the power point presentation compiled for the continuing education training and go through the high points of the presentation as it pertains to water quality and mosquito control.

This will be a brief summary and if the Trustees would like to see more of it, we can set up a time to see the entire presentation. This may be ideal for newly appointed Board members on the Board of Trustees. It will also be used for new staff as we hire them and begin training them for the operations of the District.

I appreciate the assistance from JD and Melania in putting this together both organizationally, logistically and the technical compilation.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion on possible asphalt repair on the pavement at the facility.

Trustee Jonte brought up the subject of resurfacing the pavement at the facility as there are a number of significant cracks and uneven areas in the pavement. Legal Counsel, Mr. Joe Sanford, recommended talking with Gary Fowkes from the Churchill County Road Department regarding what our best options would be going into the next year. Management met with Mr. Fowkes and he suggested the best long term solution would be to remove the pavement and repave the yard accordingly. This would be a long term solution but an expensive solution.

The original considerations in this work are listed below

- 1 Fill and repair the cracks only,
- 2 Fill, repair and resurface the entire parking lot,
- 3 Purchase filler from an entity such as Lowe's and do it in-house if the cost is too significant,
- 4 The timing as to when this work can be done (ie. Temperature limitations), and
- 5 Do nothing and leave as is.

I have attached a project proposal from Asphalt Protectors, Inc. that Melania reached out to get. The idea of repaving would be at an amount requiring a number of bids in order to be in compliance with State law. Since then, Trustee Jonte also reached out to a local man who is able to seal the cracks. He came by to look at the job and will get back to us regarding his potential costs. None of these are bids that we need to act on immediately. This agenda item is just to keep all Trustees informed of what our options are and when we want to fix this problem with the pavement at the facility.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.



PROPOSAL NUMBER

2107-1

JOB NAME AND ADDRESS

**Churchhill County Mosquito Vector
and Noxious Weed Abatement
District
7400 Reno Hwy
Fallon, NV 89406**

CLIENT

**Churchhill County Mosquito Vector
and Noxious Weed Abatement
District
7400 Reno Hwy
Fallon, NV 89406**

CONTACT

**775-423-2828
servicerequest@ccmosquito.org
Melania Sagi**

PROJECT PROPOSAL

11/16/2022

ADDRESS

14010 MT ANDERSON ST
RENO, NV
89506

TELEPHONE

(775) 827-5666 office
(775) 827-3923 fax

SALESPERSON

TROY BHAER

EMAIL

TROY@APIRENO.COM

PROPOSAL

Thank you for the opportunity to provide you with a proposal.

Please review the proposal and feel free to call with any questions.

Per your request, we propose to supply the following:

- Labor
- Materials
- Equipment

Exclusions:

- Testing
- Towing
- Permits
- 3rd Party Inspections
- Stake Out
- Removal Or Relocation Of Utilities
- Removal or Replacement of unstable materials in base or subgrade layers.
- Any Other Items As Listed On The Terms And Conditions Page.

*****Energy Surcharges May Apply**

PROPOSAL

CRACKSEAL - MASTIC FOR LARGE CRACKS

The cracks are completely filled with debris and will take additional labor to clean and prep for filling. This bid does NOT include off-hauling debris from Cracks - all debris to be left on-site. (Inquire for price to off-haul)

This product and equipment are shipped from Utah. In order to reduce freight and delivery costs and keep prices reasonable, we coordinate multiple jobs together. This quote may be contingent on the other bids being done in the same 'window of time'.

Mastic Gap {Crackfill length (first block)} Linear Feet of large cracks. GAP-Mastic is a hot-applied, polymer-modified asphalt mixed with engineered aggregates and modifiers designed to fill wide cracks and defects to prevent water infiltration and restore ride quality. It is designed as a permanent repair solution for wide, thermal cracks, fatigue cracking, rutting, and depressed, broken-up areas. It is also recommended for use around solid structures in flexible pavements like manholes, gutters, and drains.

This proposal is contingent on at least 1 other bid being accepted, due to minimum order needed to proceed.

- This work is performed by cleaning debris and grass from cracks of the 1" width or larger transverse and lateral pavement cracks.
- We will seal the cracks with Gap-Mastic 550, a high-quality polymer-modified asphalt mixed mastic with engineered aggregates.
- Crack and joint mastic sealant seals out water and forms a long-lasting resilient seal, which is flexible and extensible at sub-zero temperatures and resists cracking in hot temperatures. It also provides a more stable surface that does not sink as quickly as crackfill.
- Cracks with mastic to be covered with 'topping stone' to make the surface less pliable, especially in hot weather and improve its appearance.
- This work can be completed with minimal inconvenience to traffic.
- Estimate is based on estimated volume in pounds to be installed per linear foot. The varying nature of cracks and possibility of pockets under the surface could change the amount of material needed to complete the project. The project owner will be notified if the project appears to need more than the estimated amount by more than 5-10%.

Price: \$8,750.00

CRACKSEAL - CRACK LESS THAN 1" WIDE

Crackseal 300 Linear Feet of transverse and lateral asphalt pavement cracking.

- This work is performed by cleaning debris and grass from pavement cracks larger than 1/4" and installing a hot-pour crack sealant material.
- We will seal cracks with Elastoflex 650 (unless otherwise specified), a high-quality hot-pour pavement crack and joint sealant designed for your climate. Elastoflex 650 in PolySkin Meltable Packaging is the only product known in the market to reduce waste through its usage of 100% of the packaging material in the installed product.
- 'Alligatored' or 'spider cracked' pavement, and cracks under 1/4" will not be treated (unless otherwise specified). Ask your representative for additional information.
- This work can be completed with minimal inconvenience to traffic. We will only install the quantity specified above. NO SAND will be used to fill cracks.
- Crack and joint sealant seals out water and forms a long-lasting resilient seal, which is flexible and extensible at sub-zero temperatures and resists cracking in hot temperatures.
- Estimate is based on estimated volume in pounds to be installed per linear foot. The varying nature of cracks and possibility of pockets under the surface could change the amount of material needed to complete the project. The project owner will be notified if project appears to need more than the estimated amount by more than 5-10%.

Price: \$1,159.29

SEALCOAT - OPTIONAL - IN SPRING

The asphalt is quite dry. Without a sealer, the asphalt is likely to begin losing its fine aggregates soon and deteriorating quickly, greatly diminishing its life expectancy. Asphalt is dirty in areas and will need a little extra time cleaning.

Sealcoat 26,300 square feet. We will apply two coats of Pitch Black® asphalt emulsion sealcoat.

- We will install a premium commercial grade emulsion pavement sealer, Pitch Black® which is a custom rubberized asphalt emulsion blended with select minerals, polymers and chemicals to produce the finest product. Each additive was selected for its characteristics that ultimately produce a sealcoat with the deepest and longest lasting color, firmest body, and greatest durability. It is extraordinarily tough, flexible and water repellent.
- Asphalt Protectors, Inc has been manufacturing and installing Pitch Black® asphalt emulsion sealcoat for over 25 years. Pitch Black has been tested and found to be absolutely FREE of PAH's (known carcinogen) making it a wise choice for the environmental and public health conscious.
- We will clean the asphalt surface to be sealed with blowers and brooms or other mechanical methods to ensure proper bonding of the coating.
- Sealer will not bond to polished stone, heavily soiled areas, or oil spots. We will scrub and apply an oil spot primer to oil spots to help seal to attempt to bond to these areas.
- Apply two coats of Pitch Black® sealcoat material as a spray application for even coating and reduction in brush streaks.
- Contractor may at his discretion squeegee or brush one heavy coat in lieu of normal two-coat spray application in the event high winds or other overspray concerns become a concern during the coating process.
- Job owner is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.
- The parking lot may be reopened 24 hours after the completion of work subject to weather temperatures and other related conditions.
- We are not responsible for damage to property from vehicular or foot traffic on wet sealer.

Price: \$5,661.07

TOTAL PRICE OF THIS PROPOSAL AS PRESENTED:

\$15,570.36

AGREEMENT

Asphalt Protectors, Inc proposes to furnish material and labor to perform the work outlined herein for the sum of: **FIFTEEN THOUSAND, FIVE HUNDRED SEVENTY DOLLARS AND THIRTY-SIX CENTS; \$15,570.36**

Payment is to be made as follows: • 50% upon acceptance • 50% upon completion

This proposal is valid for thirty (30) days from the date written above.

The proposal is subject to the **terms and conditions** enclosed, attached and/or on the backside of the proposal.

The Unit Rates applicable to the categories of work to be performed pursuant to this Agreement are based on the following material costs and published indexes:

- [Teichert Aggregates](#)
- [Granite Construction Energy Surcharge](#)
- [Nevada Asphalt Escalation](#)
- [California Crude Oil Index](#)
- [U.S. Energy Information Administration](#)

If deemed necessary, an increase of \$0.60 per ton of HMA for every \$10.00 increase in liquid asphalt and any additional energy surcharges will be reflected in your invoice for all asphalt products at the time of paving or sealing. Fuel Surcharges apply and are based on the U.S. Energy Information Administration: **Petroleum & Other Liquids rates for the West Coast less California Area** and charged at a 1% increase for every 10 cent increase over \$3.50/gallon base rate per trucking hour.

Purchaser acknowledges that if the above-listed items increase by the date all work under the contract is completed, the Unit Rates applicable to the categories of work to be performed under the Proposal shall be adjusted. The adjusted Unit Rates shall be committed and paid by purchaser as though a written change order were approved and signed by both parties.

Please visit our website www.asphaltprotectors.com to view photos of our quality work.

Sincerely,

Troy Bhaer
Sales Rep
Asphalt Protectors, Inc

troy@apireno.com

Accepted: The above proposed terms and conditions, including price and payment terms are satisfactory and hereby accepted. Asphalt Protectors, Inc is hereby authorized to proceed with the work specified.

Purchaser: _____ Title: _____

Printed Name: _____ Date: _____

This proposal contains confidential information belonging to the sender, which is legally privileged. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this proposal is strictly prohibited. If you have received this proposal in error, please immediately notify us by telephone to arrange for return of the original documents to us.

TERMS & CONDITIONS

PROPOSAL & AGREEMENT: We propose to furnish all necessary labor, material, equipment, and insurance to complete the proposed scope in a first-class workmanlike manner. Any alteration or deviation from the following specifications involving extra cost will be executed only upon an approved change order.

DEPOSIT & PAYMENT: Unless otherwise noted in the Payment section of the Agreement, a 50% deposit is due prior to commencing work and balance due upon substantial completion. After 30 days late fee of 18% and thereafter. Payments made by credit card are charged up to a 4% Transaction Fee.

WEEKEND WORK: Additional \$650 per day for weekend work or a project under 35,000 square feet is split into 2 days. Customer must specifically request if proposed work needs to be split up to avoid blocking access to property/job site or adjacent property(s).

EXCESSIVE DIRT: Due to EPA and local air and water quality policies, excessive dirt and contaminants may incur additional charges. In the event the job has been cited by local authorities, we will contact the owner to discuss alternative options an excess charge that may be incurred.

SPRINKLERS & UNDERGROUND LINES: All sprinkler systems must be shut off the night before the work is scheduled. If the asphalt is wet, Asphalt Protectors, Inc. will be forced to delay the project and an additional setup fee of \$650.00 will be assessed to cover preparation costs. Upon job completion, all sprinklers can be turned back on the following day. Any excavation/digging/cutting/grinding, the owner must mark out the Sprinkler lines within project area. Any sprinkler lines found and/or broken during asphalt or concrete reconstruction will be replaced at the owner's expense. Owner must mark out the underground Lines within project area and scope of work. Any utilities or services found and/or broken and not buried to code during asphalt or concrete reconstruction will be re-installed at the owner's expense.

TOWING: All vehicles not removed from premises on the scheduled work date must be towed by the property management company/owner at the vehicle owner's expense. It is the responsibility of the owner/property manager to have all vehicles removed from said property for Asphalt Protectors, Inc. to perform their contract. Should Asphalt Protectors, Inc. need to return to job site at another time to complete the work due to unmoved vehicles/debris, there will be an additional charge of \$650 setup fee.

NOTICES: Asphalt Protectors excludes any notices to customers unless included as a line item in proposal.

CURB PAINTING: Asphalt Protectors excludes curb painting unless specified as a line item in proposal.

CRACK FILLING: Asphalt Protectors excludes Crack Filling between Concrete and Asphalt unless specified as a line item in proposal.

INSURANCE: Upon request, Asphalt Protectors, Inc. agrees to deliver a certificate of Workmen's Compensation insurance and a certificate of liability and property damage insurance.

TEMPORARY FACILITIES: Owner/Customer shall provide electricity, water, and toilets for the use of the Contractor. There will be no unnecessary use of these utilities.

LAWS AND REGULATIONS: Contractor and Owner shall comply with all Federal, State, and local laws, ordinances, rules, and regulations, which govern or apply to the completion of the subject work. To the best knowledge and belief of Owner and Contractor, this contract contains no provisions that is contrary to the aforementioned laws and regulations. Should, however, any provision of this contract at any time during its term conflict with any such law, ruling, or regulation, then such provision shall continue in effect only to the extent permitted. In the event any provision of this contract is thus held inoperative, the remaining provisions of this Contract shall remain in full force and effect to the extent permitted by law.

WARRANTY: Unless otherwise noted, Contractor guarantees all installed labor and material for a period of one (1) year from the date of completion. This contract does not guarantee the following: adhesion to petroleum saturated areas, power steering marks or tire marks made on the seal after application, marks made in private driveways due to driving over wet seal, crack fill or asphalt, skin patching overlays, patching and repair of existing asphalt, water flow or retention, base or sub-base, crack filling over pre-existing crack sealant from previous contractor. Any repairs affected by these conditions will be billed to the owner. Guarantee does not apply to acts of war, tornadoes, earthquakes, circumstances beyond Contractor's control, or unnatural acts; nor does it include incidental or consequential damages. The owner must carry fire, tornado, and other necessary insurance on the above work. Asphalt Protectors Inc. bid limit is \$3,500,000.00. All other warranties whether express or implied are hereby disclaimed and shall have no application to this agreement.

LEGAL FEES: In the event it becomes necessary for contractor to retain an attorney as a result of any dispute or failure to pay the amounts owed to contractor, owner shall pay, in addition to all other amounts owed to contractor, contractors reasonable fees and costs, including but not limited to attorney fees and costs incurred as a result of any litigation.

MATERIAL PRICE ESCALATION: If deemed necessary, an increase of \$0.60 per short ton of HMA for every \$10.00 increase in liquid asphalt will apply based on the most appropriate published price or index at the time of paving or sealing. Purchaser acknowledges that if the materials increase by the date all work under the contract is completed, the applicable increases on the materials to be installed under the Agreement shall be added to invoice. Any material increases shall be committed and paid by purchaser as though a written change order were approved and signed by both parties. Associated Published Prices and Indices: Teichert Aggregates; Granite Construction Energy Surcharge; Nevada Asphalt Escalation; California Crude Oil Index.

FUEL SURCHARGES: Parties agree in consideration of volatile fuel cost, fuel surcharges may apply. Transportation Fuel Surcharges are based on the U.S. Energy Information Administration: Petroleum & Other Liquids rates for the West Coast less California Area and charged at a 1% increase for every 10 cent increase over \$3.50/gallon base rate per trucking hour. Fuel surcharges on materials may also apply and will be added to the final invoice at cost.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and possible action regarding the information to be placed on a plaque to be purchased commending Trustees that have dedicated their time with the District.

We have been looking to purchase a plaque honoring people that have served on the Board of Trustees since the District became a formal Special Improvement District. The Board of Trustees has always had five members on the Board in staggered terms. This amounts to over forty years of names to honor on the plaque.

I have reached out to Bill Harmon who owned the local trophy shop in town and he is willing to do this plaque for us with the equipment that he still has at his home. I will be meeting with him in the near future to look at what our options are but given the number of brass plates to be inscribed on this plaque, we may need to go with two plaques going into the future of the District. He will be doing this at a very reasonable cost and I like the idea of keeping this effort with a local gentleman.

We need to discuss the information that we would like to have on the name plates. I would have liked to have the names and the term dates on the plates but getting that information about the earlier Trustees is difficult and would require a bit of research. It is doable but we may have some gaps in information. So, it is up to the Trustees as to what you would like to have on this plaque. Please brainstorm on this and bring your thoughts to the Board meeting so that I can compile this for Mr. Harmon. I can reasonably get this information back to the mid nineties but before then, it is difficult.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and possible action regarding the recognition of former Board members and their respective commitment to the Board of Trustees.

I would like to thank and verbalize my appreciation to our outgoing Board members; Chairwoman Christy Lattin, Vice- Chairman Mike Spencer and Trustee Tom Hutchings for their service to the District.

I would also like to have a luncheon when we get the plaques at the facility and / or do a formal dedication of the building and acknowledge our Trustees then. This is just agendized as the opportunity to officially thank these individuals for their commitment to the District.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and update of drone (purchase) buyout between Douglas County Mosquito
District and that of Churchill County Mosquito, Vector and Noxious Weed Abatement
District's partial ownership of the previously shared drone.

Attached is a copy of the check that Douglas County Mosquito Abatement sent to us as well as the letter addressing the amount reflected on the check.

We were surprised with the depreciation but I am willing to work with Krista Jenkins from Douglas County in the future with possible using it for emergency applications. I think that this would be a good working relationship to maintain despite the depreciation amount reduced from the overall amount invested. I would like to deposit this check and move into this season's operations.

If you have any questions or thoughts, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.



December 5, 2022

To: Nancy Upham
Churchill County Mosquito Vector & Weed Control District

Fr: Krista Jenkins
Douglas County Mosquito Abatement District

Re: PV35 Drone

Hi Nancy,

At a recent meeting, the DCMAD Board asked me to buyout Churchill County's portion of the PV35 Drone. The Board understands the commitment DCMAD has invested in our drone program.

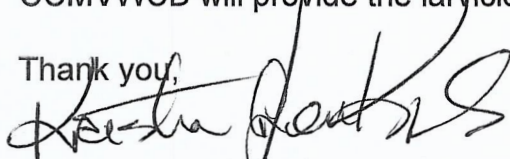
When we entered into the agreement between our entities in 2020, it was a time in which both Districts were beginning to explore the value of using the drone to treat for mosquitoes.

Now, two years later, DCMAD has determined that the PV35 is an essential piece of equipment in our arsenal for treating mosquitoes. The technology and knowledge that has developed in the use of the drone has surpassed the expectations of our District.

Therefore, we will purchase your portion of the PV35. In 2020, your initial value was \$20,000. In conversations with Bill Reynolds of Leading Edge, he recommended a depreciation value of 10%. This would establish a total buyout of \$18,000. DCMAD is presenting you with a check for that amount.

Our agreement still stands if your district ever needs any support that may require the use of the PV35 or PV35X drone, as the board directed me to purchase a new drone, which was done in September of this year. DCMAD will provide the equipment and CCMVWCD will provide the larvicide material.

Thank you,



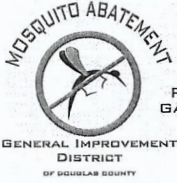
Krista Jenkins, DCMAD Manager

DCMOSQUITO@GMAIL.COM

P.O. Box 1732
GARDNERVILLE, NV
89410

775.782.4642
775.782.5866 (F)

002290



P.O. Box 1732
GARDNERVILLE, NV
89410

HERITAGE BANK

94-181/1212

12/6/2022

PAY TO THE ORDER OF Chuchhill County Mosquito Vector & Weed \$ **18,000.00

Eighteen Thousand and 00/100 ***** DOLLARS

Chuchhill County Mosquito Vector & Weed
7400 Reno Hwy
Fallon, NV 89406

VOID AFTER 60 DAYS
Krista [Signature]
[Signature]

MEMO

⑈002290⑈ ⑆121201814⑆6030006420⑈

BD43
DEPOSIT TICKET
FOR CLEAR COPY, PRESS FIRMLY WITH BALL POINT PEN.
PRODUCT 100018

usbank. All of us serving you®

DATE 12-14-22

CURRENCY	DOLLARS	CENTS
COIN		
LIST EACH CHECK		
1 94-181	18000	00
2		
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	\$	18000 00

94-169-1212

TOTAL ITEMS

PLEASE BE SURE ALL ITEMS ARE PROPERLY ENDORSED.
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.

PLEASE ENTER TOTAL

18 000.00

**CHURCHILL COUNTY MOSQUITO,
VECTOR & WEED CONTROL DISTRICT**

P.O. BOX 2468
FALLON, NEVADA 89407

⑆541210032⑆ 153795213112⑈

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and possible action regarding the election of a Chairperson for the Board of Trustees.

We need to elect a Chairperson to run our meetings in the future. Please consider whether you would like to fulfill this responsibility.

If you have any questions regarding this role, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and possible action regarding the election of a Vice-Chairperson for the Board
of Trustees.

We will need to elect a Vice-Chairperson to back the Chairperson in his/her absence. We can table this in the next few months, if preferred, to get a full Board of Trustees to select a Vice-Chairperson from.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager

Date: January 10, 2023

Re: Discussion and possible action regarding the 2023 Aerial Bid from Frey Spray.

This is an annual formality agenda item but we need to approve of a contract for aerial application services from Frey Spray at the amount of \$780 / hour before we can get any larvicide aerial work done. We met with Mr. Jerry Frey and he submitted this bid with the same aerial application rate as last year. This bid is more than fair considering what other aerial applicators are charging. See attached bid.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

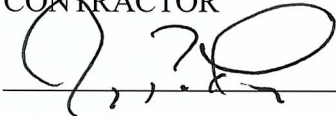
AERIAL PESTICIDE APPLICATION CONTRACT

In consideration of the mutual obligations set forth herein, the Churchill County Mosquito, Vector and Noxious Weed Abatement District (Note: full name) and Frey Spray, Inc. (Contractor) agree as follows:

1. Contractor agrees to perform services as required by this contract at the rates listed below:
 - A. Supply aerial application in accordance with specifications for liquid spray application at a cost of : \$ 780⁰⁰ per hour
 - B. Supply aerial application in accordance with the specifications of ULV (ultra low volume) application at a cost of: \$ 780⁰⁰ per hour
 - C. Supply aerial application in accordance with specifications for dry application at a cost of: \$ 780⁰⁰ per hour
2. Application, handling and storage of pesticides by Contractor shall be in strict conformity with all applicable federal, state and local laws, regulations and requirements. Contractor warrants that he shall, at all times, be properly licensed and certified by the appropriate agencies for the application, handling and storage of pesticides under this agreement, and for the operation of aircraft used in such operations.
3. Pesticides to be applied shall be only those specified by District. Application shall be by aerial spraying in accordance with specifications, calibrations and application rates specified by District and the pesticide manufacturer. Contractor shall adhere to such specifications and application rates. In the event that, as a result of improper application techniques, mosquito populations are not reduced to a level determined to be acceptable by the District, Contractor shall not be entitled to compensation and shall compensate District for the full cost to the District of the pesticide applied. Such compensation may be withheld from any other funds due or to become due from the District.
4. District representatives may inspect and monitor all storage, handling, and application procedures used by contractor.
5. Contractor shall furnish storage space for pesticides to be applied.
6. Contractor shall furnish any necessary ground support to insure uniform coverage of pesticides during spray operations.

7. Contractor shall maintain and permit District to inspect records showing date, location, type of pesticide, quantity used and number of acres treated. Each invoice submitted by Contractor for payment shall be accompanied by a copy of the applicable records, with the exact time of application if requested by the District.
8. Contractor shall provide spraying service for the entire geographical area of Churchill County and shall cooperate and assist District in obtaining any permits or grants of permission necessary to allow the spraying of pesticides. Spray services shall be provided within 24 hours of District's request, subject to federal and state regulations regarding pesticide application as well as weather and flying safety factors permitting.
9. Contractor is an independent contractor and in no sense shall be considered an employee or agent of District. Contractor shall provide State Industrial Insurance coverage for its employees. Contractor shall provide, at its own expense, aviation (third party) liability insurance of not less than \$1,000,000 and chemical liability insurance of (\$100,00 bodily injury, \$300,00 each occurrence & \$100,000 property damage.) Evidence of coverage thereof (in writing) will be submitted with the appropriated contract documents to the District, naming Churchill County Mosquito & Weed Abatement District trustees and employees as additional insured. Contractor shall be solely responsible for and shall indemnify and hold District, its officers and employees, harmless against any and all claims, liabilities, losses, damages or injuries to any person or entity, including any of such by way of indemnification or contribution due to personal injury, death, or property damage arising directly or indirectly from the performance of services under this agreement.
10. Contractor shall be compensated for its services as provided in paragraph 1 herein.
11. This agreement may be terminated by either party with thirty (30) days written notice.
12. Anticipated duration of the Contract shall be from February 1, through November 30, 2023.

CONTRACTOR



Dated: 1-5-2023

CHAIRMAN, CCMVNWAD Board of Trustees

Dated: _____

DISTRICT MANAGER

Dated: _____

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion, update and possible action regarding the Special Use permit application from Out West Building, LLC and the District's intended response to this permit at the current point in time.

Attached is the memo from Churchill County Planning department regarding the Special Use permit application with the neighboring business to the west of our facility. This application is between the Churchill County Planning Department and Out West Buildings, LLC however, they included us in the comment effort as a property line between us has some of their buildings on it. We have reached out to the owner of Out West Buildings, LLC and JD discussed the dilemma with him. We wanted him to know that we are aware of the fact that he does have some of his buildings on our property and that at any point in the future, he would need to move them if we were to use the small area impacted or when we want to fix the fence line depicting the property line.

We don't feel that his situation should delay or hold up the issuance of a special use permit for his operations but that as long as we are in agreement with this understanding, we are fine with them issuing the permit.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT
DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023
Re: Discussion and possible action regarding interest in full-filling two vacant Board positions for the District Board of Trustees. There are two options to this action item as listed below and will be determined at the meeting.

- A. Have interested applicants submit a "Letter of Interest or Intent" to the Administrative Assistant by the end of January 2023 to be considered at the February 9, 2023 Board meeting.
 - B. Appoint two individuals at this January 12, 2023 Board meeting based off of their presence at the meeting and interest in these vacant Board positions. Their interest in filling the appointed vacant positions can be made in writing or in person for consideration.
-

There were three Board positions that were open previously filled by Christy Lattin, Mike Spencer and Thomas Hutchings. Richard Grondin was elected through the primary election to fill one of those positions. He was sworn in last week at the Churchill County Commissioners meeting. The second and third positions are still unfilled. At this point, the three current Board members need to appoint two individuals to fill these positions.

It can be done at this meeting or if the Board members want to table these appointments in order to review "letters of interest", the appointments can be done at the February 9, 2023 Board meeting.

If you have any questions, please feel free to contact Nancy Upham at (775) 423-2828. Thank you.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT
Management Report
December 2022

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: January 10, 2023

Audit work and Administrative work were completed in December 2022. After the Board meeting in December, Management and Administrative staff used vacation time and/or sick leave during the rest of the month around the holidays.

District Manager, Nancy Upham, presented a power point presentation on aquatic quality and mosquito training on December 6, 2022. We will be showing you a summary at the meeting.

The internet and phone lines were down for a week or so during the month of December. We will be addressing this with CC Communications with hopes to get fiber optic internet. Our phone and internet service has been poor since we moved into this building. In that we now know that fiber optic internet runs out this far, we hope that CC Communications will make the upgrade soon.

At the end of the month, Management ordered some larvicide products so as to save 3% on the purchase costs versus 2.5%. The threshold is purchases made during the year with an overall total over \$100,000.00 saves that extra .5%. Whereas this does not seem to be significant, it is as the prices of the products increase as well in 2023 without any rebate or savings if you purchase them in 2022. Management will elaborate on the overall cost savings with the rebate when all billing is paid.

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

Total Expenses for Board Reports

Jan-23

Monthly Payroll Summary

Page 2

Total Gross Pay	Item A	\$ 15,351.56
Total Employer Contributions	Item B	\$ 5,941.16
Total Employer Taxes	Item C	\$ 22.95

Total Payroll

\$ 21,315.67

Monthly Expenses by Vendor Detail

Page 4

Total	Item D	\$ 6,620.31
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Total Expenses

\$ 27,935.98

Trace to Monthly Profit & Loss Report

Page 5

Total Expenses	Item E	<u>\$ 27,935.98</u>
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Variance

\$ -

Churchill County Mosquito, Vector & Noxious Weed A

Total payroll cost report

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

Item	Amount
Total pay	
Paycheck wages	\$15,351.56
Non-paycheck wages	\$0.00
Reimbursements	\$0.00
Subtotal	\$15,351.56
	Item A →
Company contributions	
Employer Paid Dental Insurance	\$80.92
Employer Paid Health Insurance	\$1,558.22
Employer Paid Life Ins-PT only	\$47.74
Employer Paid Vision Insurance	\$10.44
PERS Employer Paid (EE/ER)	\$254.54
PERS Employer Paid (ER Only)	\$3,989.30
Subtotal	\$5,941.16
	Item B →
Employer taxes	
Social Security Employer	\$18.60
Medicare Employer	\$4.35
Subtotal	\$22.95
	Item C →
Total payroll cost	\$21,315.67

Churchill County Mosquito, Vector & Noxious Weed Abatement District
Monthly Expenses by Vendor Detail
January 2023

Vendor	Date	Account	Memo/Description	Amount
CNA Surety				
	01/01/23	01.5290 Officers Bonds	Marion Jonte Jr 01/01/2023 to 01/01/2025	170.00
Total for CNA Surety				\$ 170.00
Dowd Bookkeeping Services LLC				
	01/03/23	01.5366 Computer Software & Online Subs	QuickBooks Online Essentials & Core Payroll Fees (D	113.70
	01/03/23	01.5361 Accounting & Audit Fees	Bookkeeping December 2022	<u>1,100.00</u>
Total for Dowd Bookkeeping Services LLC				\$ 1,213.70
EFTPS (941)				
	01/04/23	01.5150 Social Security & Medicare	Medicare Company Expense - Calc'd	104.49
	01/18/23	01.5150 Social Security & Medicare	Medicare Company Expense - Calc'd	<u>104.49</u>
Total for EFTPS (941)				\$ 208.98
Joseph Sanford				
	01/30/23	01.5360 Legal Fees	August to December 2022 Legal Services for Board	500.00
	01/30/23	01.5360 Legal Fees	January 2023 Legal Services for Board	<u>200.00</u>
Total for Joseph Sanford				\$ 700.00
Lahontan Valley News				
	01/01/23	01.5350 Printing & Publications	Annual Subscription	<u>105.49</u>
Total for Lahontan Valley News				\$ 105.49
Microsoft				
	01/19/23	01.5366 Computer Software & Online Subs	Office 12/19-01/18/2023	<u>50.00</u>
Total for Microsoft				\$ 50.00
Nevada Public Agency Insurance Pool				
	01/01/23	01.5120 Workers Compensation	Payment #2 FY 2023 Workers Comp Premium	<u>3,428.50</u>
Total for Nevada Public Agency Insurance Pool				\$ 3,428.50
NV Energy				
	01/03/23	01.5345 Bank & Other Fees	Late Charges	3.34
	01/03/23	01.5441 Utilities - Electric	11/29 to 12/29/2022	<u>296.42</u>
Total for NV Energy				\$ 299.76
Office Products Inc				
	01/06/23	01.5320 Office Supplies	Color & B/W Copies over Contract 10/06/2022 to 01	39.48
	01/06/23	01.5320 Office Supplies	Base rate 01/06/23 to 04/05/2023	<u>49.99</u>
Total for Office Products Inc				\$ 89.47
Optum Bank				
	01/01/23	01.5141 Health Insurance - HSA	January 2023	<u>150.00</u>
Total for Optum Bank				\$ 150.00

Vendor	Date	Account	Memo/Description	Amount
Verizon Wireless				
	01/04/23	01.5390 Communications	Cell Phones 12/05 to 01/04/2023	<u>116.61</u>
Total for Verizon Wireless				\$ 116.61
WiarCom Inc				
	01/10/23	01.5390 Communications	Wireless 01/10-02/09/2023	<u>87.80</u>
Total for WiarCom Inc				\$ 87.80
Grand Total				\$ <u>6,620.31</u>

Item D



\$ 6,620.31

Tuesday, Feb 07, 2023 06:32:09 AM GMT-8 - Accrual Basis

Churchill County Mosquito, Vector & Noxious Weed Abatement District

Monthly Profit & Loss

January 2023

	TOTAL
Income	
01.4040 Real Property Tax - Current	63,033.06
01.4050 Real Property Tax - Delinquent	535.58
01.4080 Personal Property Tax - Current	2,714.38
01.4090 Personal Property Tax - Delinquent	34.79
01.4110 Consolidated Tax Revenue	36,007.74
01.4130 AB104 Fair share Revenues	8,862.27
Total Income	\$111,187.82
GROSS PROFIT	
	\$111,187.82
Expenses	
01.5030 Salary - Management	10,738.30
01.5040 Salary - Full-time	4,538.26
01.5110 Retirement Contribution	4,243.84
01.5120 Workers Compensation	3,428.50
01.5140 Health Insurance	1,697.32
01.5141 Health Insurance - HSA	150.00
01.5150 Social Security & Medicare	231.93
01.5290 Officers Bonds	170.00
01.5320 Office Supplies	89.47
01.5345 Bank & Other Fees	3.34
01.5350 Printing & Publications	105.49
01.5360 Legal Fees	700.00
01.5361 Accounting & Audit Fees	1,100.00
01.5366 Computer Software & Online Subs	163.70
01.5390 Communications	204.41
01.5441 Utilities - Electric	296.42
Ask5 Payroll Expenses	
Wages	
Board Pay (per meeting)	75.00
Total Wages	75.00
Total Ask5 Payroll Expenses	75.00
Total Expenses	\$27,935.98
	Item E →
NET OPERATING INCOME	\$83,251.84
NET INCOME	\$83,251.84