

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 10th day of February 2022

TIME: 5:30 P.M.

TYPE OF MEETING: January 2021 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 Trustee 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 January 13th, 2022.**

6. Certificate of Posting.

7. Correspondence.

1. 12-13-2021 Phyllys Dowd— pay increase by \$50.00
2. 1-4-2022 Dave Mendiola—Question regarding Humboldt County Contract
3. 1-7-2022 Ralph Handel—Notice of intent to negotiate a successor Agreement
4. 1-11-2022 SPR—Annual Worker Compensation Payroll Audit
5. 1-12-2022 Dave Patterson—Target Specialty Products’ Reno Workshop 2022
6. 1-24-2022 Holland & Hart—Fee Increase
7. 1-25-2022 Department of Taxation—Tax rate increase
8. 1-25-2022 Georgia Vasey—Carson City, Question Regarding public education outreach.

8. Appointments.

9. Old Business.

10. New Business.

1. *Closed Session Pursuant to NRS 288.220* Discussion of negotiations.
2. Discussion of potential electrical upgrades to the facility yard.
3. Discussion and possible action regarding aerial contract with Frey Spray for aerial application costs of \$780 per hour.
4. Discussion and possible action regarding District adoption of Churchill County’s policy regarding retirement incentive and separation incentive plans.
5. Discussion and possible action regarding 2021 Annual Report.

11. District Manager's Report and Operations Review.

12. Board Members' Report.

13. Any Requests for Future Agenda Items.

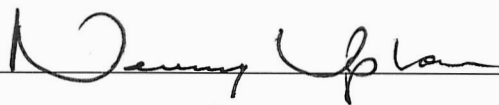
14. Expenditures.

January 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 7th day of February 2022, 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 matter 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 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 with 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 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 January 13, 2022
OPEN MEETING SESSION

1. Call to Order

Chairwoman, Christy Lattin called the meeting to order at 5:30 PM.

BOARD OF TRUSTEES

Chairwoman, Christy Lattin
Vice Chairman, Michael Spencer
Trustee, Marion Jonte, Jr
Trustee, Tom Hutchings
Trustee, Cynthia McGarrah

Legal Counsel, Ben Shawcroft
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 the agenda be accepted as is. Trustee, Marion Jonte made a motion to accept the agenda as published. Vice Chairman, Michael Spencer seconded the motion and it passed unanimously.

5. Discussion and Approval of Minutes from December 9th, 2021:

Ms. Lattin asked that on page 2, under District Manager's report, "Native Tribe" be expanded to "Fallon Paiute-Shoshone Tribe." Mr. Spencer made a motion to accept the minutes with the requested changes. Trustee, Tom Hutchings seconded the motion and it passed unanimously.

6. Certificate of Posting:

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

7. Correspondence:

1. 12-14-2021 E.H. Hursh, Inc. General Liability Insurance Renewal Application. Ms. Upham explained the paperwork was submitted to E.H. Hursh in a timely manner. There were no significant changes from the year before. She is expecting the cost to remain the same.
2. 12-28-2021 AMCA Press Release of Free Training Manual. Ms. Upham believes that this is due to more meetings being done virtually. This allows the trainings to be consistent between Districts. Ms. Lattin asked if Ms. Upham has verified with the Tribe that they are also receiving this publication as it seems to contain a lot of information. Ms. Upham agreed that it would be prudent to connect them to this resource.

8. Appointment:

None

9. Old Business:

1. Discussion and action regarding the arrangement that other mosquito and/or noxious weed District's have with full-time, part-time, and seasonal employees. Following Ms. Lattin request at the prior meeting, Ms. Upham reached out to other Nevada mosquito and/or weed control entities to compare their off-season practices to ours. It is challenging to find a direct comparison since there are no other Districts that does mosquitoes and noxious weeds together. Majority of the other Districts in Nevada have 2-3 full-time employees with the remaining workforce being seasonal. Clark County has mostly full-time, year-round employees, however, they also handle health inspections and Covid compliance checks. Ms. Upham has yet to hear back from Fernley's mosquito abatement but still, they do not have the flood irrigation issues that Fallon has. Fernley relies heavily on aerial treatments and does not have the ground treatment usage to compare to Churchill County's needs. Yerington has one full-time and one seasonal, but their fields are mostly pivot sprinkler systems.

Mr. Jonte asked how the cost of unemployment affects the District. Ms. Upham responded that the District reimburses the State for the cost of the employee's unemployment at the rate that the state paid and not at the employee's usual pay rate.

10. New Business:

1. Discussion of interest in a possible contract with the Bureau of Land Management for noxious weed control at the Sand Mountain Campground. Ms. Upham was speaking with Paul Amar from BLM who is a recreational planner. He asked why the District could not go out to Sand Mountain. Ms. Upham responded that the District did not specifically avoid the area and asked him to elaborate on what their issues were. There is puncturevine and knapweed as well as vehicles bringing seeds from all over the country. The District may be interested in pursuing a similar contract with BLM that they have with the road department. The question is when the opportune time would be to treat the area as there seems to be a constant stream of travelers staying there. The Board agreed that perhaps before the season started in April or middle of the week. Ms. Lattin agreed that it would be beneficial to discuss the possibility of a contract with BLM for Sand Mountain. Mr. Jonte asked if the District would be able to come up with a

reimbursement cost that would make it worth it. Ms. Upham responded that something similar to the existing contract with the Department of Transportation could be instituted in this situation, where vehicle, chemical, and technician costs are calculated.

11. District Manager's Report and Operations Review:

Ms. Upham purchased a large order of chemicals before January to qualify for 2021 prices. She will provide the total purchase and chemical cost at the following meeting.

12. Board Member's Reports:

Ms. Lattin reminded the Board members to complete and submit their disclosure report and contributions by the 15th of January as it is a requirement and subject to a fine if not done.

13. Any Request for Future Agenda Items:

Annual Report; Bookkeeper rate increase; Jordan Walsh increase; Nancy's evaluation.

14. Expenditures:

December 2021 Expenditures	
Payroll:	\$31,593.81
Expenses:	\$6,034.48
Total Overall:	\$37,628.29

Mr. Spencer made a motion to accept the December 2021 expenditures. Mr. Jonte seconded the motion and it passed unanimously.

15. Public Comment:

None

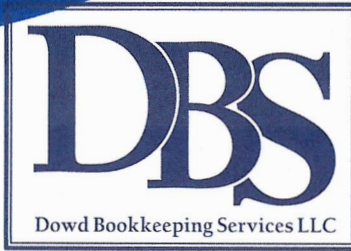
16. Adjournment:

Ms. Lattin call the meeting to a close at 6:21 PM.

SIGNATURE:

Chairwoman or Vice Chairman

DATE:



December 13, 2021

Nancy Upham
Churchill County Mosquito Vector and Noxious Weed Abatement District
7400 Reno Hwy
Fallon, NV 89406

Dear Ms. Upham,

It has been a pleasure working with you and your team. Our first year of working together is coming to an end and I have evaluated my services that I have been providing. I have updated the amount of time that I expend on each task (updates in red below).

1. Monthly Reconciliations (bank and LGIP), estimated 2 hours per month
2. Weekly Accounts Payable, **estimated 12 hours** per month (up from 8 hours)
3. Monthly Accounts Receivable (cash receipts), estimated 1 hour per month
4. Bi-weekly Payroll, estimated 4 hours per payroll cycle
5. Monthly Financial Reports, **estimated 1 hours** per month (down from 2 hours)
6. Year End Accounting for Auditor (includes inventory), **estimated 30 hours** per year (up from 22 hours)
7. Payroll Reporting (Monthly & Quarterly), estimated 7 hours per quarter
8. Annual Reporting for Payroll & Vendors (W-2s, 1099s), estimated 8 hours per year

The current costs associated with these services are \$1,050 per month. Beginning January 1, 2022, I will be increasing these costs to \$1,100 per month, approximately a 5% increase. This rate will be effective for one year.

I believe I have added value to your financial operations over what was expected from me. Please reach out to me should you have any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Phyllis Dowd'.

Phyllis Dowd
Owner

Dowd Bookkeeping Services LLC
5760 Rivers Edge Drive
Fallon, NV 89406
(559) 707-4625

**OPERATING
ENGINEERS**
LOCAL 3



DISTRICT 11

1290 CORPORATE BLVD.
RENO, NV 89502
PHONE 775.857.4440
FAX 775.857.4443

N. CALIFORNIA • N. NEVADA • HAWAII • UTAH

~Public Employee Division~

1-775-857-4440 (o) ~ 1-775-857-4443 (f)

Rhandel@oe3.org

sfullerton@oe3.org

January 7, 2022

VIA Email: ccmosquito@cccomm.net

VIA USPS: 9489 0090 0027 6127 9886 23

Churchill County Mosquito, Vector, and Weed Control District
Nancy Upham, District Manager
POB 2468
Fallon, NV 89407

RE: Notice of intent to negotiate a successor Agreement for
Churchill County Mosquito, Vector, and Weed Control District

Dear Ms. Upham:

In accordance with NRS 288, the Union, on behalf of its rank and file members employed by **Churchill County Mosquito, Vector, and Weed Control District**, is prepared to enter into negotiations on a successor agreement commencing with fiscal year 2022-2023. The Union intends to present proposals concerning wages, hours of work, plus other terms and conditions of employment.

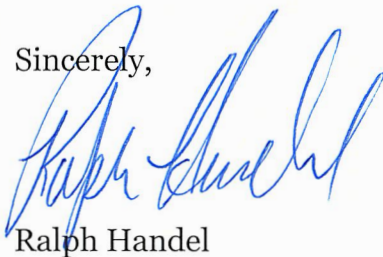
The Union requests the following information be provided by Churchill County Mosquito, Vector, and Weed Control District:

1. A listing of all employees in the bargaining unit together with class title, department, years of service, salary step in range and anniversary date.
2. A cost of one percent (1%) increase in wages calculated for the unit as a whole.
3. The cost of a \$1.00 per hour across all grades calculated for the unit as a whole.

4. The methodology to determine 1% and \$1.00 per hour of salary, to include cost items used in the calculation.
5. A summary showing the numbers of employees in the unit participating in the health insurance plan by coverage e.g., employee only, employee + only, employee + two or more. Is there an increase cost anticipated for FY 2022-23?
6. The general fund ending balance for FY2020 -2021, and the projected ending fund balance for FY 2022.
7. A copy of the most recent independent audit.
8. The savings to the district from the winter shutdown for the past 4 years
9. Accounting of hours for all work hours paid during the shutdown the past 4 year to include contracted work completed during the shutdown period.

Please, provide the above information by January 31, 2022. We will be contacting you to discuss scheduling negotiation dates. If you have any questions please contact Ralph Handel at 775-276-2232 or 1-775-857-4440.

Sincerely,



Ralph Handel

CC: Tim Neep, Public Employee Director
Scott Fullerton, District Representative

Certified Mail: 9489 0090 0027 6127 9886 23

R hHandel:gh:oe3/afl-cio

Fwd: Request for Meeting on Mosquito Control

CHURCHILL COUNTY OFFICES . <ccmosquito@cccomm.net>

Tue 1/11/2022 9:25 AM

To: Nancy Upham <director@ccmosquito.org>

From: "CHURCHILL COUNTY OFFICES ." <ccmosquito@cccomm.net>

To: "jdm" <jdm@ccmosquito.org>

Sent: Wednesday, January 5, 2022 9:15:12 AM

Subject: Fwd: Request for Meeting on Mosquito Control

From: "Dave Mendiola" <dave.mendiola@humboldtcountynv.gov>

To: ccmosquito@cccomm.net

Sent: Tuesday, January 4, 2022 11:23:05 AM

Subject: Request for Meeting on Mosquito Control

Good morning Nancy,

I was provided your contact information as I was enquiring with sister counties as to how they handle mosquito and black fly abatement. Humboldt County has been very fortunate to have Robin Gray (Seven Valleys) handle that work for 20+ years, however, she is retiring following the 2022 season and we are looking for options to replace the services she provides.

I would appreciate any time you have available to discuss what you do in Churchill County.

Respectfully,

Dave Mendiola



Dave Mendiola
County Manager
Humboldt County (Nevada)
50 West 5th Street, Rm 205
Winnemucca, NV 89445
Dave.mendiola@humboldtcountynv.gov
775-623-6300 (Office)
775-623-6302 (Fax)



503 N. Division Street, Carson City, NV 89703

January 11, 2022

Nancy Upham
Churchill County Mosquito and Weed Abatement District
P.O. Box 2468
Fallon, NV 89407

Member Number 63

Control Number: 36562

Re: 2021 Workers' Compensation Payroll Audit for
Churchill County Mosquito and Weed Abatement District

**IMPORTANT SECURE WEBSITE LOG-IN
INFORMATION INCLUDED**

The **Public Agency Compensation Trust** has contracted with Strategic Premium Resources to perform your entity's annual Workers' Compensation Payroll Audit for the period of **1/1/2021 to 12/31/2021**.

Please complete the attached questionnaire, assemble the documents listed in the checklist and submit your information to us by **February 15, 2022**. 2021 was an unprecedented year like no other with COVID-19. It is imperative that you submit your audit documentation to remain in compliance with your PACT bylaws. PLEASE NOTE that no laws changed as it relates to wages or job duties for Worker's Compensation because of the pandemic.

To provide your information online via our secure website, please type the address below exactly as shown into the address line of your web browser. If you do not have internet access and cannot provide your information via our secure website, mail your questionnaire and the documents listed in the checklist to the address below or fax them to us at (800) 507-2749. Use this letter as your fax cover page as the barcode is your control number.

Secure Website to Upload Your Records & to Receive Your 2021 Final Payroll Audit Report

Address: <https://www.myonlineaudit.com/SPR/>
User ID/Control #: 36562
Password: dime308430 {Case Sensitive}

The log-in information is unique to your 2021 Workers' Compensation Payroll Audit. You will receive your Final Audit Report via this website.

Ensuring your confidential information is protected is our priority and we take every precaution available. Additional security to protect your employee's social security numbers should be made before you upload documents by redacting all but the last four digits of the social security number on your documentation containing this information. We utilize the last four digits as needed to identify employees, please leave those digits for our reference. Your participation in this additional security is encouraged.

Audits are processed as they are received; therefore, you may not receive notification that your audit is ready to review for several weeks or months. Incomplete records could result in a delay in processing.

If you have any questions or would like to download a fillable PDF of the questionnaire, please call us at (775) 885-3550 or email us at accounting@sprincnv.com. Be sure to reference your "Member Number" as shown above in all your correspondence.

Thank you very much for your cooperation.

Strategic Premium Resources

Strategic Premium Resources
503 N. Division Street
Carson City, NV 89703
(775) 885-3550 (phone) * (800) 507-2749 (fax)



36562

NAME OF MEMBER: CHURCHILL COUNTY MOSQUITO AND WEED ABATEMENT DISTRICT	AUDIT PERIOD: JANUARY 1, 2021 TO DECEMBER 31, 2021
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Document Checklist

The following documents are needed in order to prepare your 2021 Workers' Compensation Audit. Please upload them to our secure website no later than February 15, 2022:

<input checked="" type="checkbox"/>	This document checklist and questionnaire – completed and signed. This is required to be completed for each audit year.
	3/31/21 Federal 941 Payroll Report
	6/30/21 Federal 941 Payroll Report
	9/30/21 Federal 941 Payroll Report
	12/31/21 Federal 941 Payroll Report
	Excel Files with Payroll Data (Employee Earnings) Split Out by Classifications
	Schedule of Pre-Tax Deductions (Section 125, Deferred Comp)
	Summary of All Non-Compensated Boards/Commissions, Board Members, Meetings per Month by Board Member

Questionnaire

Did the Business operations change during the audit reporting period? Please provide details for all changes:

Change of Name	
Locations added or closed	
Changes or Added Operations	

Payroll Questions - Please mark the appropriate answer to each of the following questions:

Did any employees receive any overtime pay during the audit period? If yes, ensure overtime is included in the total wages reported.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Did any employees receive any tips during the audit period? If yes, ensure those amounts are included in the total wages reported. Tips are considered wages for workers' compensation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Did employees participate in deferred compensation plans (403b or 457)? If yes, ensure those are included in the total wages reported. These earnings are considered wages for workers' compensation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Did any employees receive bonuses during the audit period? If yes, ensure those are included in the total wages reported. These earnings are considered wages for workers' compensation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Did any employees receive any commissions during the audit period? If yes, ensure those are included in the total wages reported. Commissions are considered wages for workers' compensation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Did the company use any contract labor, temporary help or subcontractors during the audit period? If yes, please provide 1099s and 1096 forms. For subcontractors with no 1099 issued, please provide register of payments made to subcontractors.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Board Member Information – Please list names, titles for ALL BOARDS withing your entity. Additional sheets may be added if needed.


Name Example: Smith, Tim	Title President



Zimbra

ccmosquito@cccomm.net

Save the Date...Target Specialty Products' Reno Workshop 2022

From : Dave Patterson <dave.patterson@target-specialty.com> Wed, Jan 12, 2022 09:52 AM
Subject : Save the Date...Target Specialty Products' Reno Workshop 2022  1 attachment
To : Dave Patterson <dave.patterson@target-specialty.com>
Cc : Gregg Gransie <gregg.gransie@target-specialty.com>, Bobby Maston <bobby.maston@target-specialty.com>

All:

Happy New Year!

Please see attached.

Target Specialty Products is excited to return to real live meetings in 2022 and our return to the Atlantis in Reno on March 11. This year we are presenting this Workshop on a Friday instead of the traditional Thursday as we have done in the past as we are following the University of California's Vertebrate Pest Conference earlier in the week, also being held in Reno.

There will be the usual Exhibitor Area creating your opportunity to get acquainted with the current manufacturer representatives and what's new. There will be breakfast and lunch. We will have CEUs available in various states including Nevada and California's CDPR and SPCB licenses.

Save the date, more information including the agenda and speakers to follow. Hope to see you there!

Dave Patterson

Pest Control Adviser, Associate Certified Entomologist
Target Specialty Products

524 Galveston Street
West Sacramento, CA. 95691



Office: 800 533 0816
Cell: 916 799 0231
Fax: 916 374 0900
Email: dave.patterson@target-specialty.com

Connect with us:



www.target-specialty.com

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Target Specialty Products, 15415 Marquardt Ave., Santa Fe Springs, CA. 90670

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 **Target Specialty Products Reno Workshop 2022 Save the date.pdf**
511 KB



**SAVE
THE
DATE**

Reno **Winter Workshop**

Friday, March 11, 2022

- CEUs applied in: NV, AZ and CA (CDPR & SPCB)

LOCATION:

Atlantis Casino & Resort
3800 S. Virginia Street
Reno, NV 89502

**Contact your Target Specialty Products
Rep for more information!**

January 24, 2022

VIA EMAIL

Nancy Upham
Churchill County Mosquito, Vector & Weed Control Dist.
P.O. Box 2468
Fallon, NV 89407
ccmosquito@cccomm.net

Re: Fee Increases in Effect

Dear Ms. Upham:

This letter is to inform you of rate increases for calendar year 2021. As you know, Holland & Hart LLP reviews and increases hourly rates annually in January in response to the firm's annual review. Based on a number of market factors, my regional hourly rate has been increased from \$330/hr (2021) to \$365/hr (2022), effective January 1, 2022.

Last year, I was permitted to discount my hourly rate to \$305/hr and bill hours spent for travel at \$140/hr for your matters. Unfortunately, I am unable to continue my discounted rates from 2021. While I can no longer apply a separate travel rate, I have been authorized to apply a reduced rate of \$345/hr for your matters.

If you have any questions or concerns regarding the rate increase, please contact me at your earliest convenience. Unless we hear from you to the contrary, we will proceed with the rate increases as described in this letter effective January 1, 2022.

Sincerely,

/s/S. Jordan Walsh
S. Jordan Walsh
Associate
for Holland & Hart LLP

18054788_v1



STATE OF NEVADA
DEPARTMENT OF TAXATION

Web Site: <https://tax.nv.gov>

1550 College Parkway, Suite 115
Carson City, Nevada 89706-7937
Phone: (775) 684-2000 Fax: (775) 684-2020
Call Center: (866) 962-3707

STEVE SISOLAK
Governor
JAMES DEVOLLD
Chair, Nevada Tax Commission
SHELLIE HUGHES
Executive Director

LAS VEGAS OFFICE
700 E. Warm Springs Rd, Ste., 200
Las Vegas, Nevada 89119
Phone (702) 486-2300 Fax (702) 486-2373

RENO OFFICE
4600 Kietzke Lane
Building L, Suite 235
Reno, NV 89502
Phone: (775) 687-9999
Fax: (775) 688-1303

MEMORANDUM

Date: January 25, 2022
To: All Local Government Finance Officers
From: Local Government Finance
Subject: Tax Rate Changes for FY 2022-23

The Preliminary Revenue Projections publication, which establishes the preliminary maximum allowed operating property tax rate for all local governments, will be distributed on February 15, 2022. Please review and notify your analyst **in writing** by **February 21, 2022** regarding the property tax rate your governing body proposes to levy in FY 2022-23. This office will compile and disseminate the information to the County Treasurers and the Centrally Assessed section of the Division of Local Government Services for use in the preparation of the property tax proforma revenue report. If we do not receive a response from you, the FY 2021-22 tax rates will be applied. Please contact the analyst assigned to your entity if you have any questions.

Kelly Langley - Supervisor
(775) 684-2073
klangley@tax.state.nv.us

Clark

Ande Thorpe
(775) 684-2092
tthorpe@tax.state.nv.us

Carson City
Douglas
Eureka
Multi-County Districts

Evelyn Barragan
(775) 684-2027
barragan@tax.state.nv.us

Lyon
Nye
Storey
White Pine

Kellie Grahmann
(775) 684-2065
kgrahmann@tax.state.nv.us

Churchill
Lincoln
Mineral
Pershing
Washoe

Keri Gransbery
(775) 684-2077
kgransbery@tax.state.nv.us

Elko
Esmeralda
Humboldt
Lander

Zimbra**ccmosquito@cccomm.net**

RE: Lahontan Conservation District - Vehicle Weed Spray Class

From : Georgia Vasey <GVasey@carson.org>

Tue, Jan 25, 2022 09:29 AM

Subject : RE: Lahontan Conservation District - Vehicle Weed Spray Class**To :** ccmosquito@cccomm.net, christy sullivan
<christy.sullivan@nv.nacdnet.net>

Hello Nancy and Christy,

Happy New Year! I was just wondering if you received my email last month? If you'd prefer to chat over the phone, my number is 775-283-7693. I would still like to discuss these topics!

Thank you,
Georgia

Georgia Vasey
Senior Natural Resource Specialist
Carson City Parks, Recreation & Open Space
3303 Butti Way, Building 9
Carson City, Nevada 89701
(775) 283-7693

From: Georgia Vasey**Sent:** Thursday, December 9, 2021 10:04 AM**To:** ccmosquito@cccomm.net; christy.sullivan@nv.nacdnet.net**Subject:** Lahontan Conservation District - Vehicle Weed Spray Class

Hi Nancy and Christy,

I met Nancy at the CRC Working Weed Group Meeting this past summer, and was interested in learning more about how you educate the community in Churchill County on how to control for weeds using herbicide. Nancy mentioned that you both host 15-minute drive-up herbicide trainings for 2,4-D (taking before/after photos, information about the chemical, how to apply, etc.), then I believe you would give them a sample of the product to use on their properties?

The former Weed Coalition Coordinator in Carson City would go into classrooms to teach students about invasive weeds, as well as provide brochures and informational videos for the public. One of the more challenging aspects of their role was enforcing the Nevada law (NRS) 555.150 to have residents remove "noxious weeds" on their properties. They would notify Carson City Code Enforcement of problematic locations, who would then send letters stating a violation of (NRS) 555.150, with a 30-day notice for residents to remove the noxious weeds. From my understanding, many residents wanted to contract out professionals who could control their invasive weeds, but couldn't find available contractors for the job and

didn't feel knowledgeable enough on how to spray herbicide. It seems to me that a program like the one you both have instated is more effective, and could be something we could develop for our program. Ideally we would find homes with noxious weeds, invite them to quick and informative trainings, give them a window of time to control for the weeds, and then issue notices if the problem continued to exist.

- What noxious weeds are landowners in Churchill County mainly trying to treat?
- - How large are their properties, typically?
- How many landowners do you correspond with?
- Do you educate them about multiple herbicides?
- Are you mainly teaching them about spraying herbicide with a backpack sprayer (mixing, how to calibrate equipment, droplet size, potential for drift, etc.)?
- Do you give them herbicide, or is this something I potentially misunderstood?
- - If so, how much do you budget to fund this type of program?
- During what time frame do you lead these trainings?

I thought I'd reach out to you in the winter when things were slowing down a bit. If you'd prefer to touch base over the phone, feel free to give me a call: 775-283-7693.

Thank you both for your time!

Best regards,
Georgia

Georgia Vasey
Senior Natural Resource Specialist
Carson City Parks, Recreation & Open Space
3303 Butti Way, Building 9
Carson City, Nevada 89701
(775) 283-7693

CHURCIHLL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022
Re: Closed session Pursuant to NRS 288.220 – Discussion of Negotiations.

We had a conference call with Jordan Walsh (District Labor Law Attorney) on Friday February 4, 2022 to discuss ideas in preparation for negotiations. We felt that it would be wise to involve the Trustees initially before we actually begin negotiations. I will be reaching out to Ms. Walsh via teleconference at the Board meeting in closed session so that we can briefly update the Board members as to our talking points going into this negotiation process.

CHURCIHLL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022
Re: Discussion of potential upgrades to the facility yard.

We had Eric Blakey from Hotwire Electric LLC come to the District facility to troubleshoot some of our electrical and lighting issues in the District yard. Last year, we had a number of complaints regarding the brightness of the yard lights to drivers passing by. He addressed and fixed those issues. See attached invoice. He also had a number of ideas as to how to improve lighting and security for the District. This would help with security cameras as well as the efficiency of LED lights. Attached also is the bid proposal for that work. At this point in time, we were surprised with the amount of the bid. It is significant enough to warrant getting another bid to compare prior to approval of the work.

I agree that the work needs to be done and that the efficiency of LEDs will pay off in the long run. He absolutely seems to know his business and provided us with extremely good information. I would like to have him do the work as we have had other electricians come by but they were not nearly as competent. However, I feel that we need to have a second bid before approving of any work done.

Hotwire Electric LLC
PO Box 1120
Fallon, NV 89407
(775)867-4242
accounting@hotwireelectricnv.com

Invoice

Page 1 of 1

Churchill County Mosquito Vector & Weed
PO Box 2468
Fallon, NV 89406

Invoice#: 9288
Invoice Date: 1/5/2022
Due Date: 2/4/2022
Customer ID: 523701317
Phone#: (775) 423-2828

Job: 9288-Repair Outside Lights
Job#: 9288

Work Ordered:

Repair outside lights

Work Performed:

Troubleshoot parking lot poles
Determine working correctly, and only switched thru a circuit breaker.
Provide quote to replace lights and install auto switching.

Item	Description	Qty	Price	Total
L158	Eric Blakey	1.00	110.00 H	110.00
Labor :				110.00
Total Due				\$110.00

Terms:4% Card Payment Fee: Due On Receipt
4% Card Processing Fee

Customer Copy

Hotwire Electric LLC
310 West Williams Ave. Suite B
Fallon, NV 89406
Phone: 775-867-4242
Email Address: office@hotwireelectricnv.com
Nevada Contractor License # 69068
Nevada Mfr. Contractor License # 0405
Bid Limit Amount \$ 2,000,000.00

Bid Proposal

2/6/2022

TO: Churchill County Mosquito Vector & Weed Control
7400 Reno Hwy
Fallon, NV 89406

JOB: 22003-Outdoor Lighting

WORK DESCRIPTION:

- Outdoor Lighting Upgrade to LED
- 9-Remove and replace 6" recess lighting outdoor canopy
- 4-Remove and replace wall pack light fixtures mounted to building
- 6-Remove and replace pole mounted lights
- Disconnect time clock from operation and convert all lights to photocell control
- Proposal must be signed and returned to Hotwire Office prior to work commencing
- By signing this Bid Proposal, you have agreed to have work performed at the job address and per the Work Description and you acknowledge the Exclusions as written

Bid Amount: \$6,033.00

Exclusions:

- Building Permit or fees if required
- Wall, ceiling, and/or floor repair due to construction
- Painting of any kind



Eric Blakey
Managing Member
Valid until 3/6/2022

Acceptance Signature

Print Name

Date

CHURCIHLL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022
Re: Discussion and possible action regarding the aerial contract with Frey Spray for aerial application costs of \$780 / hour.

Attached is the bid from Frey Spray. This hourly rate is the same as last year which is great! Whereas this is a formality, I think that we need to approve of this bid so that we have it available to use going into March and April 2022.

AERIAL PESTICIDE APPLICATION CONTRACT

In consideration of the mutual obligations set forth herein, the Churchill County Mosquito, Vector and Noxious Weed Abatement District (Note: name change) and Aerial Environmental Enhancement Services, Inc. or 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 they 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 the 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 their 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 March 1, through October 30, 2022.

CHURCHILL COUNTY MV&WAD

Chairwoman

Date: _____

CONTRACTOR



Date: 2-4-22

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022
Re: Discussion and possible action regarding the adoption of Churchill County's policy regarding retirement incentive and separation incentive plans.

Attached is the policy language that the County has for their Retirement and Separation Incentive Plans. After talking to the Human Resource Director for the County, Geof Stark, I feel that we need to adopt this policy and mirror the County with what we have similar to that of the County's "Title 3" and the District's "By-laws". If adopted, we will change the language only to make it apply to the District being a Special Improvement District, separate from the County.

I feel that this would be good policy language to have in place before entering into negotiations.

If you have any questions regarding this, please let me know. The advantage of having this a "policy language" is that it can be discontinued at any point versus it being a long term part of a personnel policy.

CHURCHILL COUNTY POLICY
RETIREMENT INCENTIVE PLAN AND
SEPARATION INCENTIVE PLAN

PURPOSE

The purpose of these separation policies is to encourage eligible employees to volunteer to retire from the county's employ upon meeting certain criteria. **The policies should facilitate retirement** for certain employees eligible under Nevada Revised Statutes, and at the same time **result in financial savings** to the county.

GENERAL PROVISIONS for ALL Participants (Early Retirement Incentive Policy and Separation Incentive Policy)

These programs are voluntary and subject to periodic review by the board of county commissioners.

Any employee applying for participation in the Early Retirement Incentive Policy or the Separation Incentive Policy must submit to the County Manager, an application, which will also serve as a letter of resignation contingent upon approval of the application by the Board of County Commissioners. The County Manager will review the application and bring it before the Board of County Commissioners within 60 calendar days of receipt.

Once the application is approved by the board if there are unforeseen extraordinary circumstances, an employee may withdraw his/her application from the Retirement Incentive Policy or the Separation Incentive Policy. Such withdrawal must be submitted in writing to the County Manager with an explanation of the extraordinary circumstance. A withdrawal may only be granted if the request is made and approved prior to the county's purchase of PERS retirement credit on behalf of the employee.

Each application is subject to review to determine the salary savings and financial advantage to the county. The Board of County Commissioners retains the option to reject any or all requests to participate if it is not deemed to be advantageous to the county.

Any employee who is approved for either policy will be required to sign an early retirement agreement and general release before the purchase of PERS retirement credit on behalf of the employee is made by the county.

Applications must meet all eligibility requirements to be approved by the Board of County Commissioners. If extenuating circumstances exist, whereby a specific requirement for eligibility cannot be met, an employee shall submit with his/her application, a detailed explanation of the extenuating circumstances which make it difficult to meet the requirements of the policy, thereby resulting in consideration of a waiver by the Board of County Commissioners.

I. Eligibility Requirements under Early Retirement Incentive Policy (ERIP):

- a. An application in the ERIP is to be submitted no less than four (4) months and no more than twelve (12) months prior to the employee's proposed retirement date.
 - b. An employee enrolled in Regular PERS must be eligible to retire with thirty (30) years of retirement credit under the provisions of the Public Employees Retirement System of Nevada (PERS) as a result of the county's participation in this retirement policy. The county will not participate in the purchase of retirement credit that places the employee in excess of thirty (30) years in PERS.
 - c. An employee enrolled in Law Enforcement PERS must be eligible to retire with twenty-five (25) years of law enforcement retirement credit under the provisions of the Public Employees Retirement System of Nevada (PERS) as a result of the county's participation in this retirement policy. The county will not participate in the purchase of retirement credit that places the employee in excess of twenty-five (25) law enforcement years in PERS.
 - d. The County will participate in the purchase of retirement credit of up to three (3) years under the following schedule: 50% purchase by the county and 50% by the employee.
 - e. A Regular PERS employee must have completed twenty-five (25) years of service with the county to be eligible for application. A Law Enforcement PERS employee must have completed twenty (20) years of law enforcement service with the county to be eligible for application.
 - f. The employee would no longer be eligible for PERS-eligible employment for Churchill County.
 - g. The county will transfer funds for the county's portion of the purchase of retirement credit directly to PERS or to the employee if they have already purchased the maximum allowed PERS service credit.
 - h. The cost of purchase of retirement service credit will be calculated in accordance with the policies and regulations of PERS in effect at the time of purchase.
 - i. The employee's portion must be paid by the employee either as an employee purchase agreement with PERS or by directly rolling over money from an employee's 457 deferred compensation account to PERS. The employee's portion of the purchase may have been made prior the employee's application to participate in the ERIP. Said employee's purchase must occur prior to the county executing its portion of the purchase. The employee may not use money prospectively from the employee's payout of unused vacation and sick leave accruals upon retirement. Retirement credit converted from the sick and annual leave conversion programs will not count toward the employee's portion of his/her purchase. In no circumstances will the county pay the employee's portion on the employee's behalf.
-

I. Eligibility Requirements under Early Retirement Incentive Policy (ERIP):

- a. An application in the ERIP is to be submitted no less than four (4) months and no more than twelve (12) months prior to the employee's proposed retirement date.
 - b. An employee enrolled in Regular PERS must be eligible to retire with thirty (30) years of retirement credit under the provisions of the Public Employees Retirement System of Nevada (PERS) as a result of the county's participation in this retirement policy. The county will not participate in the purchase of retirement credit that places the employee in excess of thirty (30) years in PERS.
 - c. An employee enrolled in Law Enforcement PERS must be eligible to retire with twenty-five (25) years of law enforcement retirement credit under the provisions of the Public Employees Retirement System of Nevada (PERS) as a result of the county's participation in this retirement policy. The county will not participate in the purchase of retirement credit that places the employee in excess of twenty-five (25) law enforcement years in PERS.
 - d. The County will participate in the purchase of retirement credit of up to three (3) years under the following schedule: 50% purchase by the county and 50% by the employee.
 - e. A Regular PERS employee must have completed twenty-five (25) years of service with the county to be eligible for application. A Law Enforcement PERS employee must have completed twenty (20) years of law enforcement service with the county to be eligible for application.
 - f. The employee would no longer be eligible for PERS-eligible employment for Churchill County.
 - g. The county will transfer funds for the county's portion of the purchase of retirement credit directly to PERS or to the employee if they have already purchased the maximum allowed PERS service credit.
 - h. The cost of purchase of retirement service credit will be calculated in accordance with the policies and regulations of PERS in effect at the time of purchase.
 - i. The employee's portion must be paid by the employee either as an employee purchase agreement with PERS or by directly rolling over money from an employee's 457 deferred compensation account to PERS. The employee's portion of the purchase may have been made prior the employee's application to participate in the ERIP. Said employee's purchase must occur prior to the county executing its portion of the purchase. The employee may not use money prospectively from the employee's payout of unused vacation and sick leave accruals upon retirement. Retirement credit converted from the sick and annual leave conversion programs will not count toward the employee's portion of his/her purchase. In no circumstances will the county pay the employee's portion on the employee's behalf.
-

II. Eligibility Requirements under Separation Incentive Policy (SIP):

The Separation Incentive Policy affords an incentive for a disability retirement to those persons qualifying as follows:

- a. The employee must have completed fifteen (15) years of service with the county and qualify for a disability retirement under the PERS program in order to be eligible for application.
- b. The county will participate in the purchase of retirement credit of up to three (3) years under the following schedule: 50% purchase by the county and 50% by the employee.
- c. The employee would no longer be eligible for PERS-eligible employment for Churchill County.
- d. The county will transfer funds for the county's portion of the purchase of retirement credit directly to PERS.
- e. The cost of purchase of retirement service credit will be calculated in accordance with the policies and regulations of the PERS in effect at the time of purchase.
- f. The employee's portion must be paid by the employee either as an employee purchase agreement with PERS or by directly rolling over money from an employee's 457 deferred compensation account to PERS. The employee's portion of the purchase may have been made prior the employee's application to participate in the SIP. Said employee's purchase must occur prior to the county executing its portion of the purchase. The employee may not use money prospectively from the employee's payout of unused vacation and sick leave accruals upon retirement. Retirement credit converted from the sick and annual leave conversion programs will not count toward the employee's portion of his/her purchase. In no circumstances will the county pay the employee's portion on the employee's behalf.

Adopted this 3rd day of December 2015

CHURCIHLL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT DISTRICT

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022
Re: Discussion and possible action regarding the 2021 Annual Report.

I am putting together the 2021 Annual Report. I will distribute it to you all tomorrow. I felt that there was enough material to read through with this packet so I wanted to get the rest of this to you first.

Again, if you think of any other information that you would like to see or hear about in the annual report for 2021, please just call the District office (775) 423-2828 and let Melania know and I will provide that information to you at the Board meeting on Thursday night. Thank you.

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

To: The Board of Trustees
From: Nancy Upham, District Manager
JD MacKay, Assistant Manager
Date: February 8, 2022

Management and Administrative Assistant Melania Sagi have been working primarily to address and complete administrative projects such as compiling a job description for hiring seasonals, responding to the requests from Local Operating Engineers #3 for Negotiation information and other planning going into the 2022 Mosquito and Noxious Weed operational season.

We have ordered and received much of the chemical purchases for mosquito larvicides and have taken advantage of end of season pricing before the January 1, 2022 increase. A breakdown of pesticides ordered will be presented at the Board meeting with the cost savings for your information. As much as possible, we do this as we plan on what and where we intend to use these products ahead of time. As always, we cannot entirely predict the water season but this planning helps when we are considering labor needs such as seasonal positions and oversight but full-time staffing. We hope that by using seasonal labor, we can treat more of what is necessary during the peak season without relying on only four people to make applications. We also think that this planning will help us figure out which areas we can treat with the drone thus minimizing adult mosquito "hatch offs" potentially requiring the use of the airplane to apply adulticide applications which is a expensive response solution.

We extended the lay off for another month as there has been minimal precipitation and minimal field work to do, at this point in time. This is also true with respect to noxious weed pre-emergent (herbicide) applications as these treatments require precipitation or at least moist ground in order to the herbicide to "set" and be effective. This is also an expensive but effective treatment plan however if there is not the moisture factor, it is not worth doing. Depending on precipitation moving into February and March, we will make the determination as to whether to make these applications in 2022 or to respond to noxious weed growth with post-emergent treatments which are significantly less expensive. Seasonal technicians can be utilized to cover this work.

Total Expenses for Board Reports

Jan-22

Monthly Payroll Summary

Page 2

Total Gross Pay

Item A \$ 15,368.07

Total Employer Taxes & Contributions

Item B \$ 7,167.21

Total Payroll

\$ 22,535.28

Monthly Expenses by Vendor Detail

Page 5

Total

Item C **\$ 131,993.55**

Total Expenses

\$ 154,528.83

Trace to Monthly Profit & Loss Report

Page 6

Total Expenses

Item D **\$ 154,528.83**

Variance

\$ -

9:23 AM
02/08/22

Churchill Co Mosquito, Vector and Noxious Weed Control Dist
Monthly Payroll Summary
January 2022

	<u>TOTAL</u>	
Employee Wages, Taxes and Adjustments		
Gross Pay		
Asst. Dist. Mgr Salary	4,196.90	
Asst. Dist. Mgr. Vacation	1,049.23	
District Manager Salary	6,066.75	
District Manager Sick	309.98	
District Manager Vacation.	708.53	
Hourly	648.48	
Hourly Holiday	216.16	
Part Time Hourly Holiday	177.70	
Part Time Hourly Wage	1,519.34	
Board Compensation	400.00	
Board Secretary	75.00	
Total Gross Pay	15,368.07	A
Deductions from Gross Pay	-906.81	
Adjusted Gross Pay	14,461.26	
Taxes Withheld	-1,847.46	
Deductions from Net Pay	-147.82	
Net Pay	<u>12,465.98</u>	
Employer Taxes and Contributions		
Medicare Company	213.66	
Social Security Company	24.80	
Employer Paid Dental Insurance	121.38	
Employer Paid Health Insurance	2,543.48	
Employer Paid Life Ins-PT only	47.74	
Employer Paid Vision Insurance	15.66	
PERS Employer Paid (EE/ER)	274.67	
PERS Employer Paid (ER Only)	3,925.82	
Total Employer Taxes and Contributions	<u>7,167.21</u>	B

9:25 AM

Churchill Co Mosquito, Vector and Noxious Weed Control Dist

02/08/22

Monthly Expenses by Vendor Detail

Cash Basis

January 2022

Date	Memo	Account	Paid Amount
Adapco, Inc.			
01/25/2022	DIBROM RR Closed System 30 Gal...	01.5220 · Chemicals	-58,082.40
01/25/2022	VPR Vectoprime FG (40 lb bag) Qty...	01.5220 · Chemicals	-6,320.00
Total Adapco, Inc.			-64,402.40
Adobe			
01/21/2022	Acrobat Pro DC 01/21 to 02/20/2022	01.5366 · Computer Software & Onlin...	-16.99
Total Adobe			-16.99
BCCH Auxiliary			
01/14/2022	Slide Projector, used	01.5330 · Operating Supplies	-10.25
Total BCCH Auxiliary			-10.25
CC Communications			
01/04/2022	Broadband Charges 11/29/21 to 12/...	01.5390 · Communications	-44.99
01/04/2022	Landline Charges 11/29/21 to 12/28/...	01.5390 · Communications	-120.45
01/04/2022	Security Alarm Charges 11/29/21 to ...	01.5390 · Communications	-49.95
01/04/2022	Taxes & Surcharges 11/29/21 to 12/...	01.5390 · Communications	-18.20
Total CC Communications			-233.59
Churchill Co Comptroller (Road Depart)			
01/11/2022	91.0 gallons at \$3.14 per gallon	01.5260 · Gasoline & Oil	-285.74
01/11/2022	Administrative Fee	01.5260 · Gasoline & Oil	-9.10
Total Churchill Co Comptroller (Road Depart)			-294.84
Churchill County Comptroller			
01/25/2022	Cork January Insurance Benefits	01.5140 · Health Insurance	-948.94
01/25/2022	Harper January Insurance Benefits	01.5140 · Health Insurance	-1,030.34
01/25/2022	Merbs January Insurance Benefits	01.5140 · Health Insurance	-948.94
Total Churchill County Comptroller			-2,928.22
Clarke			
01/25/2022	NATULAR G30 Granule 40 lb bag, 5...	01.5220 · Chemicals	-33,980.00
Total Clarke			-33,980.00
Dowd Bookkeeping Services LLC			
01/25/2022	December 2021	01.5361 · Accounting & Audit Fees	-1,050.00
Total Dowd Bookkeeping Services LLC			-1,050.00
Fire Extinguisher Service Center, Inc.			
01/11/2022	14 Inspections and Service	01.5380 · Repairs - Equipment	-280.00
01/11/2022	2 Fire Extinguishers & Hose Clamp	01.5330 · Operating Supplies	-305.00
Total Fire Extinguisher Service Center, Inc.			-585.00
GPS Trackit			
01/27/2022	Fleet Manager Bundle 01/27 to 02/2...	01.5395 · Equipment Services (GPS)	-167.65
Total GPS Trackit			-167.65

9:25 AM
02/08/22
Cash Basis

Churchill Co Mosquito, Vector and Noxious Weed Control Dist
Monthly Expenses by Vendor Detail
January 2022

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Harbor Freight Tools			
01/20/2022	Screwdriver Set, Hex Key, Welding ...	01.5330 · Operating Supplies	-57.02
Total Harbor Freight Tools			-57.02
Hotwire Electric LLC			
01/18/2022	Troubleshoot parking lot lights	01.5370 · Repairs - Building	-110.00
Total Hotwire Electric LLC			-110.00
Intuit			
01/06/2022	QuickBooks Monthly Payroll Service...	01.5366 · Computer Software & Onlin...	-18.00
Total Intuit			-18.00
Lahontan Valley News			
01/18/2022	Annual Subscription	01.5350 · Printing & Publications	-105.49
Total Lahontan Valley News			-105.49
Microsoft			
01/19/2022	Microsoft 365 Business Standard 12...	01.5366 · Computer Software & Onlin...	-50.00
Total Microsoft			-50.00
Nevada Public Agency Insurance Pool			
01/20/2022	Payment #2 FY 2022 Workers Com...	01.5120 · Workers Compensation	-3,114.50
Total Nevada Public Agency Insurance Pool			-3,114.50
NV Energy			
01/11/2022	11/29 to 12/29/2021	01.5441 · Utilities - Electric	-401.54
Total NV Energy			-401.54
Office Depot			
01/04/2022	Year End Tax Forms & Envelopes	01.5320 · Office Supplies	-85.06
Total Office Depot			-85.06
Office Products Inc			
01/18/2022	Base rate 01/06/22 to 04/05/2022	01.5320 · Office Supplies	-49.99
01/18/2022	Color & B/W Copies over Contract 1...	01.5320 · Office Supplies	-56.76
Total Office Products Inc			-106.75
Optum Bank			
01/11/2022	January 2022	01.5141 · Health Insurance - HSA	-150.00
Total Optum Bank			-150.00
Public Employees' Retirement System			
01/04/2022	Rounding	01.5110 · PERS	-0.01
Total Public Employees' Retirement System			-0.01

9:25 AM
02/08/22
Cash Basis

Churchill Co Mosquito, Vector and Noxious Weed Control Dist
Monthly Expenses by Vendor Detail
January 2022

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Sciarani & Co.			
01/04/2022	FY 2021 Audited Financial Stateme...	01.5361 · Accounting & Audit Fees	-12,500.00
Total Sciarani & Co.			-12,500.00
Southwest Gas			
01/04/2022	11/19 to 12/21/2021	01.5440 · Utilities - Gas	-420.74
Total Southwest Gas			-420.74
State of Nevada, DETR			
01/25/2022	Kevin Porteous weeks ending 12/04 ...	01.5130 · Unemployment Paid	-1,808.00
Total State of Nevada, DETR			-1,808.00
Target Specialty Products			
01/25/2022	BVA Larvicide 55 gal drum, 3 drums...	01.5220 · Chemicals	-1,894.59
01/25/2022	BVA Larvicide Oil pail, 12 each at \$5...	01.5220 · Chemicals	-696.96
Total Target Specialty Products			-2,591.55
Verizon Wireless			
01/27/2022	Cell Phones 12/05/2021 thru 01/04/...	01.5390 · Communications	-158.15
Total Verizon Wireless			-158.15
Veseris			
01/25/2022	Aquabac 200G 40 bag, qty 80 at \$8...	01.5220 · Chemicals	-6,560.00
Total Veseris			-6,560.00
WiarCom, Inc			
01/10/2022	01/10 to 02/09/2022 Wierless Service	01.5390 · Communications	-87.80
Total WiarCom, Inc			-87.80
TOTAL			-131,993.55

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02/08/22
Cash Basis

Churchill Co Mosquito, Vector and Noxious Weed Control Dist
Monthly Profit & Loss
January 2022

	<u>Jan 22</u>
Ordinary Income/Expense	
Income	
01.4040 · Real Property Tax - Current	32,011.68
01.4050 · Real Property Tax - Delinquent	170.44
01.4080 · Personal Property Tax - Current	716.39
01.4090 · Personal Property Tax - Delinq	12.29
01.4130 · AB104 Fairshare Revenues	9,195.13
01.4500 · Interest Revenue	149.77
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Total Income	42,255.70
Gross Profit	42,255.70
Expense	
01.5030 · Salary - Management	12,331.39
01.5040 · Salary - Full-time	864.64
01.5045 · Salary - Part-time	1,697.04
01.5070 · Board Compensation	400.00
01.5080 · Board Secretary	75.00
01.5110 · PERS	4,200.50
01.5120 · Workers Compensation	3,114.50
01.5130 · Unemployment Paid	1,808.00
01.5140 · Health Insurance	5,656.48
01.5141 · Health Insurance - HSA	150.00
01.5150 · FICA & Medicare	238.46
01.5220 · Chemicals	107,533.95
01.5260 · Gasoline & Oil	294.84
01.5320 · Office Supplies	191.81
01.5330 · Operating Supplies	372.27
01.5350 · Printing & Publications	105.49
01.5361 · Accounting & Audit Fees	13,550.00
01.5366 · Computer Software & Online Subs	84.99
01.5370 · Repairs - Building	110.00
01.5380 · Repairs - Equipment	280.00
01.5390 · Communications	479.54
01.5395 · Equipment Services (GPS)	167.65
01.5440 · Utilities - Gas	420.74
01.5441 · Utilities - Electric	401.54
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Total Expense	154,528.83 D
Net Ordinary Income	<hr/> -112,273.13
Net Income	<hr/> <hr/> -112,273.13