

**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](mailto:servicerequest@ccmosquito.org)  
Website: [ccmosquito.org](http://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 11<sup>th</sup> day of April 2024  
**TIME:** 5:30 P.M.  
**TYPE OF MEETING:** March 2024 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 March 14<sup>th</sup>, 2024.**

**6. Certificate of Posting.**

**7. Correspondence.**

1. 03/08/2024 Brenda Hunt — Status of *Crupina vulgaris*.
2. 03/11/2024 LGIP — February 2024 rate 5.2999462
3. 03/12/2024 Mary Pat Eymann — Truckee Carson Water Conservancy District Grant.
4. 03/26/2024 Nevada Vector Control Association Meeting on April 25, 2024.

**8. Appointments.**

**9. Old Business.**

1. Discussion and possible action of the District Manager's job description.
2. Discussion and possible action regarding plaque approval for Harold "Hal" Newman through Janess Digital Ink, LLC not to exceed \$4,000.00.

**10. New Business.**

1. Discussion and possible action regarding a 2.5 % merit increase for District Manager, Nancy Upham retroactive to January 1<sup>st</sup>, 2024.
2. Discussion and possible action regarding the FY 2024-2025 Tentative Budget.
3. Discussion and possible action for the purchase of a 2024 Can-Am Defender Limited HD10 for \$32,046.25 through Ridezilla in Carson City.

**11. District Manager's Report and Operations Review.**

**12. Board Members' Report.**

**13. Any Requests for Future Agenda Items.**

**14. Expenditures.**

Discussion and possible action for March 2024 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 8<sup>th</sup> day of April 2024, at the following location:*

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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 three minutes maximum after each action item.
- \* Items on the agenda may be taken out of order.
- \* The public body may combine two or more agenda items for consideration.
- \* The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

**Public Records:**

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

Churchill County Mosquito, Vector, and Noxious Weed Abatement District  
Board of Trustees  
Churchill County, Nevada  
7400 Reno Highway  
Fallon, NV 89406  
Meeting March 14<sup>th</sup>, 2024  
OPEN MEETING SESSION

**1. Call to Order**

Chairwoman Cindy McGarrah called the meeting to order at 5:30 PM.

**BOARD OF TRUSTEES**

Chairwoman, Cindy McGarrah  
Vice Chairman, Marion Jonte  
Trustee, Barry Stewart

Legal Counsel, Joseph Sanford  
District Manager, Nancy Upham  
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:**

Ms. Upham requested the agenda be adopted as is. **Mr. Jonte motioned for the agenda to be adopted as is, Mr. Stewart seconded the motion, and it passed unanimously (3-0).**

**5. Discussion and Approval of Minutes from February 15<sup>th</sup>, 2024:**

Ms. McGarrah requested the spelling of her name to be corrected. **Mr. Jonte motioned for the minutes from February 15<sup>th</sup>, 2024, to be approved with the correction. Mr. Stewart seconded the motion and it passed unanimously (3-0).**

**6. Certificate of Posting:**

Ms. Upham stated that the agenda was posted per NRS.

**7. Correspondence:**

- 02/14/2024 Taylor Gordon Streamline—Quote and Documents.  
This information will be discussed further in “New Business #3.”

2. 02/14/2024          Geoff Stark                  County Pay Tables.  
At the last meeting, the Board members were provided with the position codes of the County. Ms. Upham added the pay scale to this meeting's packet.
3. 02/20/2024          Maria Menjivar              Central Nevada Health District.  
Ms. Menjivar will be a great asset in establishing an education program for the County's youth.
4. 04/22/2024          Jake Dick                      Nevada Department of Agriculture  
NISAW Lunch and Weeds Presentation.  
Ms. Upham will provide the Board with the highlights at a future meeting.
5. 05/23/2024          Brenda Hunt                  Look Ahead Collaboration Forum.  
Ms. Upham will be attending this meeting with the Carson River Water SubConservancy District and will update the Board about the contents at the next meeting.
6. 02/27/2024          Christian Spross              Meeting to Discuss Variance  
Application for adjacent property.  
Out West Buildings, the business to the west of the facility intends to use some of its property to store shipping containers. Since Ms. Upham had no objections, she did not attend the meeting. She intends to reach out to the owners to discuss the importance of taking proper precautions in sanitizing the containers to prevent invasive species from coming into the County.

**8. Appointment:**

None

**9. Old Business:**

1. Discussion and possible action regarding making the Nevada Deferred Compensation option available to District employees. Action to initiate an account to make the District set up for deferred compensation enrollment for its employees. Ms. McGarrah stated that she believes this will be a great benefit to offer. Mr. Jonte verified that this would not be an additional cost to the District. **Ms. McGarrah motioned to provide the Nevada Deferred Compensation as an option for the District employees. Mr. Jonte seconded the motion and passed unanimously (3-0).**
2. Discussion and possible action regarding an aerial contract with Frey Spray, LLC for \$1,600.00 per hour. **Mr. Stewart motioned to approve the aerial contract with Frey Spray, LLC for \$1,600.00 an hour. Mr. Jonte seconded the motion and it passed unanimously (3-0).**
3. Discussion and possible action regarding an aerial contract with Morris Ag Air for \$2,200.00 per hour. Mr. Jonte asked if the District had used Morris Ag Air last year. Ms. Upham responded that, yes, they performed two larvicide flights in 2023. **Mr. Jonte motioned to approve the contract with Morris**

**Ag Air for \$2,200.00 an hour. Mr. Stewart seconded the motion and passed unanimously (3-0).**

**10. New Business:**

1. Discussion and possible action regarding District Manager, Nancy Upham's evaluation. Mr. Sanford presented the Board with a compilation of their evaluation submissions for Ms. Upham's performance during 2023. Ms. Upham received an overall E for excellence in each category. Mr. Sanford said this would qualify Ms. Upham for a merit increase, however, she is already at the highest step for her position. **Mr. Stewart motioned to approve District Manager, Nancy Upham's evaluation. Mr. Jonte seconded the motion and passed unanimously (3-0).**

2. Discussion of the hiring and transition process for the District Manager position. Mr. Sanford explained that the first step for hiring a new District Manager is establishing a strict time frame. Proceeding that, the Board will need to approve a job description that clearly defines what the Board will be expecting from the person filling the position. Then that job description will be posted with a 4-6 week hiring range. Mr. Sanford suggested a pre-screening committee to vet candidates. He explained that the benefit of a committee is that interested candidates would be more likely to apply if they did not have to go through a public meeting for an interview only to be rejected.

Mr. Jonte asked Mr. Sanford whether another County employee or a member of the public would be better for the committee. Ms. Sanford responded that he would suggest someone familiar with the job and District needs.

Mr. Sanford continued that following the pre-screening would be the interview for 2-3 candidates, which would happen during a public, open, Board meeting. The Board members would be able to ask questions and get to know the candidates better. He explained that he would be providing the Board members with questions that should NOT be asked under any circumstance.

Mr. Jonte asked where the job listing would be posted. Mr. Sanford responded that, typically, this kind of position would be listed on Churchill County, surrounding Counties, and State websites. Ms. Upham added that she would submit the listing to mosquito abatement agencies on the West Coast.

3. Discussion and possible action regarding initiating a website servicing contract with Streamline for a "One-Time Build" cost of \$1,500.00 and a monthly maintenance charge of \$225.00. Representatives from Streamline reached out to Ms. Upham and Ms. Sagi. Their biggest selling point is making the District's website ADA-compliant and monitoring current laws to maintain that standing. Ms. Sagi stated that the current website is 95% compliant according to the information Streamline provided. Mr. Stewart was concerned that most Web Designers are not as capable as they present themselves. Mr. Sanford said that with ADA compliance becoming more

prevalent, a lot of website hosting applications are automatically including those tools in their formats. Mr. Stewart verified that the District's Web Designer was qualified. Ms. Upham added that the Web Designer worked for the District's IT contractor's company. She provided the Board with a summary of hours already invested in the website.

Ms. Upham and Ms. Sagi said that a benefit of using a company like Streamline was if the administration was not tech-savvy. In that case, Streamline could maintain the website and the Administrative Assistant would only need to submit articles or pictures for them to be uploaded. With the current dynamism in the District, Ms. Sagi can update and maintain the website herself since the Web Designer renovated the site. Ms. Upham stated that it may be prudent to build this option into the budget moving forward as a backup should the District ever need to establish a contract with Streamline or a similar company. Ms. McGarrah said that having options was good but if the current IT contractor can meet our needs, then this topic could be tabled.

#### **11. District Manager's Report and Operations Review:**

Management plans to bring the technicians back full-time, five days a week, on April 1<sup>st</sup>. They have been applying pre-emergent herbicides north of Highway 50 while the Road Department is covering south of Highway 50. Ms. Upham spoke with Maria Menjivar about establishing a school program. She also spoke with Jim Barbee concerning the County's intention to upgrade the fuel pump infrastructure. All the County entities that use the pumps will contribute to the upgrade. Ms. Upham included a map comparing the anticipated flooding from 2017 and last year, 2023.

#### **12. Board Member's Reports:**

Mr. Jonte asked how often District employees must use their own vehicles. Ms. Upham responded that the Administrative Assistant may use her vehicle rarely but primarily if she is doing District business, she is in a District vehicle. Ms. Sagi stated that she may use her personal vehicle maybe 30% of the time. Mr. Jonte suggested the District may want to consider a gas card in the future.

Mr. Jonte asked what factors Management considers when deciding to bring the technicians back full-time. Ms. Upham responded that Management considers the amount of work available. If there is enough work to be done to justify an 8-hour day, 5 days a week, then the technicians will be brought back to full-time status. In March it is still too cold, and the weather too volatile for most fieldwork. In the past, the weather in April warms up and is a good occasion for full-time scheduling. The middle of April is typically ideal for larviciding and source assessment.

#### **13. Any Request for Future Agenda Items:**

- District Manager job description
- Billboard

- ADA website compliance
- Job posting and cost approval
- Tentative Budget
- Plaque Dedication.

**14. Expenditures:**

Discussion and possible action for February 2024 Expenditures.

Payroll: \$31,288.46

Vendors: \$7,873.09

Total: \$39,161.55

**Mr. Jonte made a motion to approve the February 2024 Expenditures, Mr. Stewart seconded the motion and passed unanimously (3-0).**

**15. Public Comment:**

None

**16. Adjournment:**

Ms. McGarrah called the meeting to a close at 6:40 PM.

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SIGNATURE:

Chairwoman or Vice Chairman

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DATE:



**FW: [EXTERNAL]Re: What is the status of Crupina vulgaris (common crupina) in your state?**

Brenda Hunt <brenda@cwsd.org>

Fri 3/8/2024 2:44 PM

To: Christian Taylor, El Dorado County <christian.taylor@edcgov.us>; Andrea Moe <amoe@agri.nv.gov>; Andrea Moe (devany13@aol.com) <devany13@aol.com>; Angie Montalvo <Angie.Montalvo@wildlife.ca.gov>; Bella Kurtz <awg.isabella@gmail.com>; Benjamin Shawcroft <ben@tcid.org>; Brenda Hunt <brenda@cwsd.org>; Bret Allen (bret.allen@agri.nv.gov) <bret.allen@agri.nv.gov>; Brianna Kooreman (brikooreman@gmail.com) <brikooreman@gmail.com>; Cale Pete (Cale.Pete@washoetribe.us) <Cale.Pete@washoetribe.us>; Catrina Schambra <catrina@cwsd.org>; Christian Fritsen <cfritsen@ndep.nv.gov>; Christy Sullivan (Christy.Sullivan@nv.nacdnet.net) <Christy.Sullivan@nv.nacdnet.net>; CJ Seado <Clayton.Seado@edcgov.us>; Courtney.Ghiglieri@usda.gov <Courtney.Ghiglieri@usda.gov>; Easton, Maureen A -FS <maureen.easton@usda.gov>; Ed James <edjames@cwsd.org>; El Dorado County Ag (eldcag@edcgov.us) <eldcag@edcgov.us>; ftcsp@parks.nv.gov <ftcsp@parks.nv.gov>; Jack Dick <jdick@agri.nv.gov>

Hey all:

Have any of you ever seen this plant in NV? See subject line. Let me know. Thanks!

***Brenda***

**Brenda Hunt**

Carson River Watershed Program Manager

Carson Water Subconservancy District

777 E. William Street, Suite #209

Carson City, NV 89701

775.887.9005 Office

775.887.7457 Fax

[brenda@cwsd.org](mailto:brenda@cwsd.org)

[www.cwsd.org](http://www.cwsd.org)

**Sign-up for Carson River Coalition emails**

“The good life of any river may depend on the perception of its music; and the preservation of some music to perceive.”

— Aldo Leopold

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**From:** Western Weed Coordinating Committee <WESTERNWEED@LISTSERV.UGA.EDU> **On Behalf Of** Maruska, T R (Tammy)

**Sent:** Friday, March 8, 2024 1:17 PM

**To:** WESTERNWEED@LISTSERV.UGA.EDU

**Subject:** Re: [EXTERNAL]Re: What is the status of Crupina vulgaris (common crupina) in your state?

According to the WA State Invasive Species Council website, “a single infestation of Common Crupina was documented in the Lake Chelan area. A different variety has been found in Idaho, Oregon, and California” it does not reference in the article when the lone infestation of Common Crupina was found, however (this article is from June 2016). A article (and map) from 2018 from the [WA State Noxious Weed Control Board](#) reflects, however, that Common Crupina (Crupina Vulgaris) has become more prevalent in Chelan County of WA State.

For more detailed information on the prevalence of Crupina Vulgaris in Chelan County WA, you may want to reach out to the WA State Noxious Weed Control Board at [noxiousweeds@agr.wa.gov](mailto:noxiousweeds@agr.wa.gov) OR a WA Invasive Council at member in their staff directory located at <https://invasivespecies.wa.gov/contact-us/staff-directory/>

***Tammy***

*Tamara R. Maruska, Program Manager  
Biological Controls, Ecological Monitoring*

*& Compliance Programs*  
*AMMS/Site Stewardship Division*



Cell: 509-948-1491

Office: 509-373-9337

[tamara.maruska@rl.doe.gov](mailto:tamara.maruska@rl.doe.gov)



**RICHLAND OPERATIONS OFFICE**

United States Department of Energy

*"Be yourself; everyone else is already taken."*

— *Oscar Wilde*

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**From:** Western Weed Coordinating Committee <[WESTERNWEED@LISTSERV.UGA.EDU](mailto:WESTERNWEED@LISTSERV.UGA.EDU)> **On Behalf Of** Marsh, Scott [KDA]

**Sent:** Friday, March 8, 2024 11:16 AM

**To:** [WESTERNWEED@LISTSERV.UGA.EDU](mailto:WESTERNWEED@LISTSERV.UGA.EDU)

**Subject:** [EXTERNAL]Re: What is the status of *Crupina vulgaris* (common crupina) in your state?

Common crupina has never been reported in Kansas.

Thanks,

Scott S. Marsh

Noxious and Invasive Weeds Specialist

Agricultural Seed Specialist

Kansas Department of Agriculture

1320 Research Park Drive

Manhattan, KS 66502

(785) 207-2118

[scott.marsh@ks.gov](mailto:scott.marsh@ks.gov)

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**From:** Western Weed Coordinating Committee <[WESTERNWEED@LISTSERV.UGA.EDU](mailto:WESTERNWEED@LISTSERV.UGA.EDU)> **On Behalf Of** Koop, Anthony - MRP-APHIS

**Sent:** Friday, March 8, 2024 12:48 PM

**To:** [WESTERNWEED@LISTSERV.UGA.EDU](mailto:WESTERNWEED@LISTSERV.UGA.EDU)

**Subject:** What is the status of *Crupina vulgaris* (common crupina) in your state?

*EXTERNAL:* This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

WWCC members,

I am currently developing a weed status assessment of *Crupina vulgaris* (common crupina) for the United States. As part of my assessment, I am trying to evaluate the status of the plant in each state it has been reported. While there are several state factsheets on the species, it is not clear if the information is from the indicated state, or another.

If you are familiar with this species, can you please describe its status for your state? I am specifically looking for the following information. I don't need a lot, it just needs to be state-specific...

1. Range of impacts in agricultural, natural, and anthropogenic systems

2. Which agencies (federal, state, local), NGOS, or universities are trying to control or study it.

Below is a list of reported U.S. counties from various online databases. If you know of any other counties in your state, please let me know

Thanks,

Tony

State	County
CA	Lake
CA	Modoc
CA	Sonoma
ID	Adams
ID	Benewah
ID	Bingham
ID	Boise
ID	Clark
ID	Clearwater
ID	Freemont
ID	Gem
ID	Idaho
ID	Kootenai
ID	Lemhi
ID	Lewis
ID	Madison
ID	Nez Perce
ID	Oneida
ID	Power
ID	Washington
MA	Suffolk (waif)
NY	Bronx (old records from Bot Garden)
OH	Muskingum (wrong lat/long)
OR	Baker
OR	Umatilla
OR	Wallowa
OR	Wheeler
WA	Asotin
WA	Chelan
WV	Cabell
WV	Jackson
WV	Jefferson
WV	Raleigh

Anthony L. Koop (Ph.D.) (Plant Ecologist)  
Plant Pest Risk Analysis (PPRA)  
Science and Technology  
USDA - APHIS - PPQ

North Carolina State University  
920 Main Campus Dr., Suite #400  
Raleigh, NC 27606-5202

Phone: (919) 855-7429  
Fax: (919) 855-7599  
Email: [anthony.l.koop@aphis.usda.gov](mailto:anthony.l.koop@aphis.usda.gov)

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**FEB 24 RATE 5.2999462**

LGIP@NevadaTreasurer.gov <LGIP@NevadaTreasurer.gov>

Mon 3/11/2024 1:36 PM

To:Nancy Upham <director@ccmosquito.org>

This email was sent to you from the Local Government Investment Pool  
Office of the Nevada State Treasurer  
101 North Carson Street, Suite 4  
Carson City, Nevada 89701  
775-684-5610 investment line  
775-684-5776 Fax

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**Re: CTWCD - Grant Funding**

Nancy Upham <director@ccmosquito.org>

Tue 3/26/2024 7:50 AM

To: marypat.wcwcd@gmail.com <marypat.wcwcd@gmail.com>

Mary Pat,

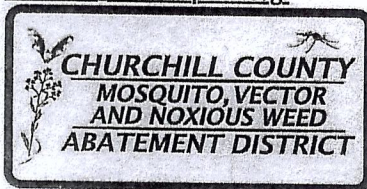
Thank you. I think that it will be mostly verbal and questions but I will plan to be there in person. Nancy

Nancy Upham

*District Manager*

(775)423-2828

[director@ccmosquito.org](mailto:director@ccmosquito.org)



[www.ccmosquito.org](http://www.ccmosquito.org)

7400 Reno Hwy | Fallon, NV 89406

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**From:** marypat.wcwcd@gmail.com <marypat.wcwcd@gmail.com>

**Sent:** Wednesday, March 20, 2024 8:52 AM

**To:** Nancy Upham <director@ccmosquito.org>

**Cc:** marypat.wcwcd@gmail.com <marypat.wcwcd@gmail.com>

**Subject:** RE: CTWCD - Grant Funding

Whatever you think will assist the Board that would be great. Just a brief statement and then answer any questions. Also, I know it is a distance for you to come so please feel free to join via zoom. I will send the zoom link 1 week prior to the meeting.

**Mary Pat Eymann**

**Washoe County Water Conservation District**

**Carson Truckee Water Conservancy District**

*1005 Terminal Wy., Suite 150*

*Reno, NV 89502-1085*

775 322 9139

775 322 7266 fax

[marypat.wcwcd@gmail.com](mailto:marypat.wcwcd@gmail.com)

[www.washoewater.org](http://www.washoewater.org)

[www.ctwcd.com](http://www.ctwcd.com)

## 2024 Nevada Vector Control Association Meeting

Laura Morrow <lmorrow@agri.nv.gov>

Tue 3/26/2024 4:47 PM

To: Bud Stinson <bstinson@lyon-county.org>; Celia Chen <celchen@ucdavis.edu>; Chris Barker <cmbarker@ucdavis.edu>; Chris Bramley <ChrisB@ClarkCountyNV.gov>; Christian DeHaan <dehaan@SNHD.org>; director@ccmosquito.org <director@ccmosquito.org>; Dustin Boothe <dboothe@carson.org>; Francis Park, REHS IHS <Francis.Park@ihs.gov>; Jeff Knight <jknight@agri.nv.gov>; Jennifer Corrigan <Jennifer.Corrigan@ihs.gov>; Keith R. Forbes <Keith.Forbes@agri.nv.gov>; Kerri Gibbons <KGibbons@carson.org>; Krista Jenkins <dcmosquito@gmail.com>; Landon Wiggins <Landon.Wiggins@ihs.gov>; Maria Menjivar <mmenjivar@carson.org>; Nancy Upham <ccmosquito@cccomm.net>; Patrick M. Schmitz <pschmitz@agri.nv.gov>; Peter Mundschenk <pmundschenk@agri.nv.gov>; Scott Strickland <sstrickler@washoecounty.us>; Stacy Mathis <smathis@cityoffernley.org>

Good Afternoon,

The final agenda will follow. The meeting will be held on site at the Nevada Department of Agriculture, 405 S. 21<sup>st</sup> Street, Sparks, NV 89431. We will also present virtually for those who are unable to attend in person. Please use the Microsoft Teams access below to join on your computer, mobile app or use the call-in audio, only.

Thank you for your flexibility with the meeting date and time. Please share if you have other team members you'd like to attend.

Looking forward to catching up!

Laura

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Passcode: ZJZAsV

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**Or call in (audio only)**

+1 775-321-6111,,381518485# United States, Reno

Phone Conference ID: 381 518 485#

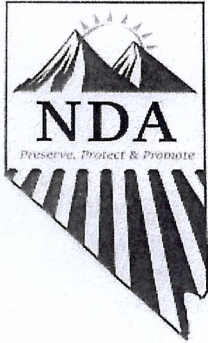
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**Laura Morrow**

Laboratory Supervisor | Division of Animal Industry

Nevada Department of Agriculture

405 South 21st Street, Sparks, NV 89431

Office: 775-353-3700 | Fax: 775-353-3659 | Mobile: 775-777-5750 |

Lab: 775-353-3709

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CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees

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

Date: April 9, 2024

Re: Discussion and possible action regarding the District Manager's job description.

Attached is the District Manager's job description. As per the direction from our Legal Counsel, it is recommended to have this job description approved of for submission to the different entities to advertise. We will be discussing any ideas that you think should be added. The language that is in italics is new and/or language borrowed from other job descriptions. Please look at those specifically to see if we should add that into our job description.

## District Manager / Entomologist

**Definition:** The District Manager/Entomologist, under the general direction of the Board of Trustees, acts as the executive officer of the District. This person organizes, plans, and directs the operations of the District, and represents the District and the Board of Trustees in its relations with the community, media, and other agencies. The District Manager/Entomologist manages a wide variety of complex managerial and technical mosquito and weed ecology functions, and programs and performs related work as required. This person acts with a high degree of discretion *and integrity* in making program, fiscal, operational, personnel, and technical entomological decisions under routine and emergency conditions. ***Depending on experience, this position may be hired either as Assistant Manager or District Manager.***

**Salary Ranges** \*Starting salary will be determined by education, experience, and certification that relate to this position.

*Assistant Manager: (Employer-Paid NV PERS Retirement)  
\$30.00 - \$40.35 hourly / \$62,400.00 - \$83,928.00 annually*

*District Manager: (Employer-Paid NV PERS Retirement)  
\$35.66 - \$47.96 hourly / \$74,172.80 - \$99,786.80 annually*

**Position Qualifications:** The successful candidate must possess:

1. Oral communication skills sufficient to discuss and explain all elements of the District's mosquito control program to the public.
2. Financial skills sufficient to handle the District's expenses, coordinate payroll and payment of expenditures with the District's accountant, prepare the District's annual budget, and coordinate money transfers with the bank and Nevada Local Government Investment Pool. Communicates with State fiscal officers.
3. Writing skills sufficient to clearly express ideas, prepare reports, and communicate with all levels of other agencies and the public.
4. Reading skills sufficient to understand technical and ecological publications.
5. A valid Nevada driver's license and be insurable by the District's insurance carrier.

**Physical Characteristics:** The successful candidate must possess:

1. Good vision to be able to read the fine print, observe different stages of mosquitoes in the water, and observe various stages of weed development.

## CHURCHILL COUNTY MOSQUITO, VECTOR, AND NOXIOUS WEED ABATEMENT DISTRICT

2. Ability to hear and speak well enough to use a two-way communication system and converse in public.
3. *Ability to spend prolonged time in the field exposed to adverse weather conditions.*
4. Maturity, self-motivation, and professional demeanor.
5. Ability to periodically sit for extended intervals.

### **Education and Experience:**

1. *Bachelor's degree in entomology, agriculture, biological science, or a closely related discipline; AND two or more years of experience in management; OR an equivalent combination of education, training, and experience in a similar position as determined by the hiring committee.*
2. Must apply for, obtain, and maintain State certification in mosquito and weed control and pesticide usage.

### **Duties and Responsibilities:** These include but are not limited to:

1. Plan, direct, and coordinate the operation of the District and act as chief administrative officer for the Board of Trustees.
2. Subject to Board approval, develop and implement program policies and procedures. Determine program objectives and priorities and assess the need for program changes.
3. Define the organizational structure, divisions, and assignment of functions and lines of authority to carry out the District's purpose, including business, technical, scientific, and operating functions. Recommend salary structure and working conditions and plan and maintain an employee relations program.
4. Recruit, select, assign, direct, supervise, review, and evaluate the work of the employees. Establish and maintain performance standards.
5. Plan, direct, and conduct ongoing training for the District personnel to ensure that staff has training available to fulfill and maintain certification for the Nevada Department of Agriculture.
6. Evaluate program operations, coordinate work among staff, confer with staff regarding progress and problems, and provide consultation and assistance if necessary.
7. Direct special studies in problem areas, provide for the performance of technical and/or scientific research to develop effective mosquito and weed control and plan and modify control efforts as needed.
8. Prepare and administer the annual budget, including analysis and justifications, and present it to the Board of Trustees for approval.
9. Coordinate payroll and other accounting activities with the District's accounting contractor and maintain budgetary controls over expenditures.

## CHURCHILL COUNTY MOSQUITO, VECTOR, AND NOXIOUS WEED ABATEMENT DISTRICT

10. Direct the effective use of District equipment and staff. Oversee the keeping of records for operations, and preventative maintenance of equipment, vehicles, and the facility.
11. Plan, develop, and direct a program of public relations and community education. Prepare news releases and give presentations before community groups and other organizations regarding the District and its mosquito and weed control programs. Represent the District in public relations with the news media and the public. Guide a mosquito and weed ecology school education program.
12. Confer with attorneys and secure legal assistance as needed and ensure compliance of District services with legal requirements.
13. Coordinate the District's program with those of other public agencies and private organizations to effect and stimulate projects favorable to the prevention and control of mosquitoes and weeds.
14. Prepare the agenda and presentation materials for Board of Trustee meetings. Represent the District at various meetings with local, state, and federal officials.
15. Keep informed of the latest developments in mosquito/vector and weed ecology/control, applicable legislation, and related issues. Read professional literature and participate in professional organizations.
16. Conduct studies of mosquito population ecology using various methods, identification of larval and adult specimens, and prepare records.
17. Supervise the District's encephalitis monitoring program which uses sentinel chicken flocks in various locations within the District.
18. Conduct studies of noxious weed ecology using various methods, identification of plant/weed specimens and prepare records.
19. Conduct field studies to determine the efficiency of pesticides, develop pesticide application methods, participate in the development/modification of application equipment, and coordinate aerial applications with an aerial contractor.
20. Evaluate the effectiveness of operations, control methods, and chemicals and develop modifications to operational techniques/chemicals if necessary.
21. Plan source reduction programs to reduce or eliminate environmental factors favorable to mosquito populations.
22. Provide consultation in entomology, mosquito, and weed ecology. Work with public agencies, private organizations, and the public involved in activities that can affect mosquito and weed populations.

**Working Conditions:** The successful candidate may be exposed to pesticides, communicable diseases, other health hazards, inclement weather conditions, and verbally abusive behavior from hostile individuals.

The District reserves the right to modify, delete, augment, or supplement the duties, qualifications, and requirements stated above at its sole and absolute discretion.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees  
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager  
Date: April 9, 2024  
Re: Discussion and possible action regarding the purchase of a plaque for Harold Newman.  
The purchase of this plaque would be through Janess Digital Ink, LLC and would not exceed \$4,000.00.

---

Attached is an example of the type of plaque we intend to purchase for this dedication. In 2020, we discussed purchasing a plaque and the amount was approximately \$3,000.00. We have checked into these plaques and they are done out of state however, we would like to keep the business done locally. We believe that Janess is comparable cost-wise to other companies.

We will be keeping the language succinct but most importantly, we will note the longevity of his service to the District as a Board member and his role as Chairman of the Board and the accomplishments that he was a substantial part of. We hope to present this to the family before his memorial in July.



## HUNTER BROOKS WATSON

1995 - 2016

THE HUNTER BROOKS WATSON SCHOLARSHIP  
PHI KAPPA PSI Established 2016

From chapter eternal, loving son and loyal Phi Kappa Psi fraternity brother, Hunter Brooks Watson would be proud of the recipients of this scholarship named in his honor. This recognition also serves as a lasting reminder of the friends and wonderful memories he left behind after his all-too-soon departure in June of 2016 at the age of 20. The recipients listed here share the same high ideals and sense of purpose that characterized Hunter's full and exemplary life.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees  
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager  
Date: April 9, 2024  
Re: Discussion and possible action regarding a 2.5% merit increase for District Manager,  
Nancy Upham retroactive to January 1, 2024.

---

After reviewing the evaluation of District Manager, Nancy Upham at the last meeting, the next step is to agendaize a merit increase if the evaluation is satisfactory or above. The District Manager's anniversary date of hire has been January 1<sup>st</sup> of each year. Hence the retroactivity of this request. The merit increase reflects the amount of a step increase on the District and County Grade and Step Pay Plan.



CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees

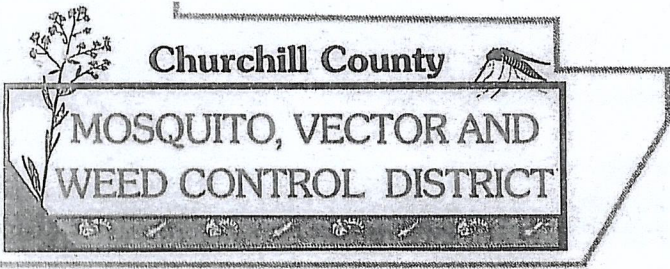
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager

Date: April 9, 2024

Re: Discussion and possible action regarding the FY 2024-2025 Tentative Budget.

---

Attached is last year's budget. I am still working on this year's 2024-2025 Tentative Budget and will bring it to the meeting to discuss the differences between the two with you all at the meeting. There is no need for formal approval. I will need to basically sign off on it and submit it to the Department of Taxation for it to be reviewed.



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

Nevada Department of Taxation  
1550 College Parkway, Suite 115  
Carson City, NV 89706-7937

Churchill County Mosquito, Vector and Noxious Weed Abatement Distri herewith submits the (TENTATIVE) — (FINAL) budget for the fiscal year ending June 30, 2024

This budget contains 1 funds, including Debt Service, requiring property tax revenues totaling \$ 730,706

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 1%. If the final computation requires, the tax rate will be lowered.

This budget contains 5 governmental fund types with estimated expenditures of \$ 1,765,000 and 0 proprietary funds with estimated expenses of \$ 0

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Nancy Upham  
(Print Name)  
District Manager  
(Title)

certify that all applicable funds and financial operations of this Local Government are listed herein

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Phone: \_\_\_\_\_

APPROVED BY THE GOVERNING BOARD

Only necessary for FINAL Budget  
(Signature by DocuSign is acceptable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SCHEDULED PUBLIC HEARING:  
(Must be held from May 15, 2023 to May 31, 2023)

Date and Time: Thursday May 18, 2023 5:30 pm

Publication Date: May 4, 2023 LVN

Place: Churchill County Mosquito, Vector and Noxious Weed Abatemen  
155 North Taylor, Suite 102, Fallon, Nevada 89406

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR YEAR 06/30/22	ESTIMATED CURRENT YEAR YEAR 06/30/23	BUDGET YEAR YEAR 06/30/24
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health	8	9	9
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	8	9	9

POPULATION (AS OF JULY 1)	26,202	26,310	26,657
SOURCE OF POPULATION ESTIMATE*	Nevada Department of Taxation - 5 year Population Statistics		
Assessed Valuation (Secured and Unsecured Only)	876,832,296	937,059,798	1,139,915,390
Net Proceeds of Mines	49,429,836	33,600,964	35,568,180
TOTAL ASSESSED VALUE	926,262,132	970,660,762	1,175,483,570
TAX RATE			
General Fund	0.08	0.08	0.08
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
TOTAL TAX RATE	0.08	0.08	0.08

\* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

PROPERTY TAX RATE AND REVENUE RECONCILIATION

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	ALLOWED TAX RATE	ASSESSED VALUATION	ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	TAX RATE LEVIED	TOTAL AD VALOREM REVENUE WITH NO CAP [(2, line A) X (4)/100]	AD VALOREM TAX ABATEMENT [(5) - (7)]	AD VALOREM REVENUE WITH CAP	NET PROCEEDS OF MINERAL REVENUE [(2, line B) X (4)/100]	BUDGETED AD VALOREM REVENUE WITH CAP PLUS REVENUE FROM NPM [(7) + (8)]
OPERATING RATE:									
A. PROPERTY TAX Subject to Revenue Limitations	0.15	1,139,915,390	1,709,873	0.08	911,932	181,226	730,706	XXXXXXXXXXXXXXX	730,706
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines	0.15	35,568,180	53,352	0.08	XXXXXXXXXXXXXXX				
VOTER APPROVED:									
C. Voter Approved Overrides									
LEGISLATIVE OVERRIDES									
D. Accident Indigent (NRS 428.185)									
E. Indigent (NRS 428.285)									
F. Capital Acquisition (NRS 354.59815)									
G. Youth Services Levy (NRS 62B.150, 62B.160)									
H. Legislative Overrides									
I. SCRT Loss (NRS 354.59813)	0.0164	1,175,483,570	192,779						
J. Other:									
K. Other:									
L. SUBTOTAL LEGISLATIVE OVERRIDES									
M. SUBTOTAL A, C, L	0.15	1,175,483,570	1,956,004	0.08	911,932	181,226	730,706		730,706
N. Debt									
O. TOTAL IM AND N	0.15	1,175,483,570		0.08	911,932	181,226	730,706		730,706

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

SCHEDULE S-3 - PROPERTY TAX RATE AND REVENUE RECONCILIATION

0

The Allowed Revenue required for column 3 can be obtained from the March 15 Final Revenue Projections or manually calculated. If an entity chooses to budget for an amount in column 5 which is lower or higher than the amount produced by the formula, please attach an explanation.











	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/24	
	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	TENTATIVE APPROVED	FINAL APPROVED
<b>REVENUES</b>				
Subtotal				
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
BEGINNING FUND BALANCE	44,547	44,547	44,547	44,547
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE				
TOTAL RESOURCES	44,547	44,547	44,547	44,547
<b>EXPENDITURES</b>				
Services and supplies	0	0	20,000	20,000
Subtotal				
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)				
Transfers Out (Schedule T)				
ENDING FUND BALANCE	44,547	44,547	24,547	24,547
TOTAL COMMITMENTS & FUND BALANCE	44,547	44,547	44,547	44,547

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

FUND \_\_\_\_\_ Self-Insurance \_\_\_\_\_

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/24	
	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	TENTATIVE APPROVED	FINAL APPROVED
<b>REVENUES</b>				
Subtotal				
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
BEGINNING FUND BALANCE	6,795	6,795	6,795	6,795
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE				
TOTAL RESOURCES	6,795	6,795	6,795	6,795
<b>EXPENDITURES</b>				
Capital Projects	0	0	6,795	6,795
Subtotal				
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)				
Transfers Out (Schedule T)				
ENDING FUND BALANCE	6,795	6,795	0	0
TOTAL COMMITMENTS & FUND BALANCE	6,795	6,795	6,795	6,795

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

FUND Capital Projects

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/24	
	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	TENTATIVE APPROVED	FINAL APPROVED
<b>REVENUES</b>				
Subtotal				
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
BEGINNING FUND BALANCE	33,871	33,871	33,871	33,871
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE				
TOTAL RESOURCES	33,871	33,871	33,871	33,871
<b>EXPENDITURES</b>				
Services and supplies	0	0	15,000	15,000
Subtotal				
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)				
Transfers Out (Schedule T)				
ENDING FUND BALANCE	33,871	33,871	18,871	33,871
TOTAL COMMITMENTS & FUND BALANCE	33,871	33,871	33,871	33,871

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

FUND Source Reduction

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/24	
	ACTUAL PRIOR YEAR ENDING 6/30/2022	ESTIMATED CURRENT YEAR ENDING 6/30/2023	TENTATIVE APPROVED	FINAL APPROVED
<b>REVENUES</b>				
Subtotal				
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)				
BEGINNING FUND BALANCE	50,000	50,000	50,000	50,000
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE				
TOTAL RESOURCES	50,000	50,000	50,000	50,000
<b>EXPENDITURES</b>				
Services and supplies	0	0	50,000	50,000
Subtotal				
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)				
Transfers Out (Schedule T)				
ENDING FUND BALANCE	50,000	50,000	0	50,000
TOTAL COMMITMENTS & FUND BALANCE	50,000	50,000	50,000	50,000

Churchill County Mosquito, Vector and Noxious Weed Abatement District  
(Local Government)

FUND \_\_\_ Emergency \_\_\_\_\_

**SCHEDULE OF EXISTING CONTRACTS**  
**Budget Year 2023-2024**

**Local Government:** Churchill County Mosquito, Vector and Noxious Weed Abatement District

**Contact:** Nancy Upham

**E-mail Address:** [director@ccmosquito.org](mailto:director@ccmosquito.org)

**Daytime Telephone:** (775) 423-2828

**Total Number of Existing Contracts:** 9

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2023-24	Proposed Expenditure FY 2024-25	Reason or need for contract:
1	Jim Sciarani	7/1/2023	NA	\$ 12,000	\$18,000	Auditor
2	Dowd Bookkeeping	7/1/2023	NA	\$17,000	\$20,000	Bookkeeper
3	Jordan Walsh	7/1/2023	NA	\$30,000	\$30,000	Labor Law Attorney
4	VDCI	7/1/2023	NA	\$150,000	\$150,000	Aerial Applicator
5	Morris Air	7/1/2023	NA	\$100,000	\$100,000	Aerial Applicator
6	Joe Sanford	7/1/2023	NA	\$12,000	\$15,000	Legal Counsel
7	McLeod and Associates	7/1/2023	NA	\$7,500	\$9,000	Audit work
8	Allison Mackenzie	7/1/2023	NA	\$20,000	\$20,000	Labor Law Attorney
9	Frey Spray	7/1/2023	NA	\$100,000	\$100,000	Aerial Applicator
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20	<b>Total Proposed Expenditures</b>			<b>\$448,000</b>	<b>\$462,000</b>	

Additional Explanations (Reference Line Number and Vendor):

**SCHEDULE OF PRIVATIZATION CONTRACTS**  
**Budget Year 2023-2024**

**Local Government:** Churchill County Mosquito, Vector and Noxious Weed Abatement District

**Contact:** Nancy Upham

**E-mail Address:** [director@ccmosquito.org](mailto:director@ccmosquito.org)

**Daytime Telephone:** (775) 423-2828

Total Number of Privatization Contracts: 8

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2023-24	Proposed Expenditure FY 2024-25	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	Verservis	7/1/2023	NA		75,000	80,000				Pesticides
2	Clarke	7/1/2023	NA		90,000	100,000				Pesticides
3	Target	7/1/2023	NA		50,000	50,000				Pesticides
4	Adapco	7/1/2023	NA		100,000	120,000				Pesticides
5	Wilbur Ellis	7/1/2023	NA		55,000	60,000				Pesticides
6	Univar	7/1/2023	NA		75,000	75,000				Pesticides
7	Valent Nutrien	7/1/2023 7/1/2023	NA NA		90,000 30,000	100,000 30,000				Pesticides Pesticides
8	<b>Total</b>				<b>565,000</b>	<b>615,000</b>				

Attach additional sheets if necessary.

CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT

To: The Board of Trustees  
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager  
Date: April 9, 2024  
Re: Discussion and possible action regarding the purchase of a 2024 Can-Am Defender Limited HD10 side by side. The purchase price is \$32,046.25 from Ridezilla in Carson City.

---

Attached is the bid from Ridezilla for the Can-Am side by side. Assistant Manager, JD MacKay went out to our different available options for purchasing a side by side and this was the one that best met the needs of the District.

This model had the power to deal with multiple people, equipment and weight loads to exceed over 500 pounds and still have power to drive over difficult terrain efficiently. This model also has fold down or fold back windows so that technicians can spray from the vehicle, if need be.

I will defer to JD to elaborate on the model more if there are any questions.



Customer Information

Customer: JD Mackay Co-Buyer: HURCHILL COUNTY MOSQUITO Phone: (775) 423-2828  
 Address: \_\_\_\_\_ Cell: (775) 455-7511  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Work: \_\_\_\_\_  
 E-Mail: jdm@ccmosquifo.org County: \_\_\_\_\_ Home: \_\_\_\_\_

Description of Purchase Vehicle 1

Year: 2024 Make: Can-Am Model: Defender Limited HD10  
 VIN: 3JBUVAX21RK000324 Stock #: 000324 Mileage: 1 Color: FIERY RE Weight: \_\_\_\_\_

Optional Equipment & Accessories	Price
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Selling Price Summary	
MSRP	\$ 29,899.00
Selling Price	\$ 29,899.00
Tire/Wheel Fees	\$ _____
Doc or Admin Fees	\$ 199.00
Parts and Labor	\$ 0.00
Freight	\$ 1,500.00
Prep/Recond	\$ 400.00
ESP/Warranty	\$ _____
<b>Cash Price</b>	<b>\$ 31,998.00</b>
Trade Allowance	\$ _____
Payoff	\$ _____
(Less) Trade Equity	\$ 0.00
<b>Net Sale (Cash Price - Trade Equity)</b>	<b>\$ 31,998.00</b>
Tax % <u>0.00</u> <input checked="" type="checkbox"/> Tax Exempt Tax	\$ 0.00
Title/License/Registration Fees	\$ _____
DMV Fees	\$ 48.25
Tag/Filing Fees	\$ _____
Total Other Charges	\$ 48.25
<b>Sub Total (Net Sale + Other Charges)</b>	<b>\$ 32,046.25</b>
(Less) Deposit	\$ -0
(Less) Down Payment	\$ -0
<b>Amount to Pay/Finance</b>	<b>\$ 32,046.25</b>

**Trade - Subject to appraisal RATING**  1  2  3  4  5

Year \_\_\_\_\_  
 Make \_\_\_\_\_  
 Model \_\_\_\_\_  
 VIN # \_\_\_\_\_  
 Odometer \_\_\_\_\_  
 Allowance \_\_\_\_\_  
 Payoff \_\_\_\_\_  
 Lender \_\_\_\_\_  
 Acct # \_\_\_\_\_

**Loan Information**

APR:	Term: (Months)	Monthly
_____ %	<input type="text"/>	\$ _____
_____ %	<input type="text"/>	\$ _____
_____ %	<input type="text"/>	\$ _____

Lender \_\_\_\_\_

**Notes**

Quote valid until: \_\_\_\_\_

\_\_\_\_\_  
 Manager Signature                      Salesperson Signature                      Buyer Signature                      Date



CHURCHILL COUNTY MOSQUITO, VECTOR AND NOXIOUS WEED ABATEMENT  
DISTRICT  
Management Report  
March 2024

To: The Board of Trustees  
From: Nancy Upham, District Manager  
JD MacKay, Assistant Manager  
Date: April 9, 2024

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Our Staff has been working three days per week during the month of March. Dodging inclement weather and wind, they finished applying pre-emergent herbicides to County and State roadsides and easements. They also have been treating mosquito larvae in the field at our known and historical early spring source areas.

Management has been working with equipment needs, such as side-by-side research and the repair of existing District equipment, such as our quadrunners. We also filed for our Hazmat permit and ordered chemicals to get our 5% early order discount.

Management also met with Maria Menjivar (Environmental Health Manager) with Central Nevada Health District and Victoria Sepcic who is the hired Epidemiologist with the Central Nevada Health District. We will be working together with respect to public education and Grant writing for the different public health programs. I feel that this is a very good step to streamline District and Public Health efforts. Victoria put in for a grant specific to collecting and reporting surveillance data relevant to vector-borne diseases and the analysis and interpretation of the data. For this reason, Management purchased chickens for restarting our sentinel chicken flock program.

We are looking into the options of using one side of the billboard on the District property to put out some sort of public health message. Any ideas would be appreciated. We are trying to figure out whether having a message for the Public is worth more than the income generated from the billboard.

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

**Total Expenses for Board Reports**

**Mar-24**

**Total Payroll Cost Report**

Gross Wages			\$ 22,866.03
Retirement (PERS)			\$ 6,556.90
Insurance			\$ 3,570.36
Medicare & Social Security			\$ 335.12
<b>Sub-Total Payroll Expenses</b>	Page 1	Item A	<u>\$ 33,328.41</u>

**Monthly Expenses by Vendor Detail**

Total	Page 3	Item B	\$ 59,518.09
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**Total Expenses**

\$ 92,846.50

**Trace to Monthly Profit & Loss Report**

Total Expenses	Page 1	Item C	<u>\$ 92,846.50</u>
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**Variance**

\$ -

Churchill County Mosquito, Vector & Noxious Weed A

**Total payroll cost report**

From Mar 01, 2024 to Mar 31, 2024 from all locations

Item	Amount
<b>Total pay</b>	
Paycheck wages	\$22,866.03
Non-paycheck wages	\$0.00
Reimbursements	\$0.00
<b>Subtotal</b>	<b>\$22,866.03</b>
<b>Company contributions</b>	
Employer Paid Dental Insurance	\$161.84
Employer Paid Health Insurance	\$3,339.90
Employer Paid Life Ins-PT only	\$47.74
Employer Paid Vision Insurance	\$20.88
Medicare (EE/ER)	\$312.17
PERS Employer Paid (EE/ER)	\$1,096.77
PERS Employer Paid (ER Only)	\$5,460.13
<b>Subtotal</b>	<b>\$10,439.43</b>
<b>Employer taxes</b>	
Social Security Employer	\$18.60
Medicare Employer	\$4.35
<b>Subtotal</b>	<b>\$22.95</b>
<b>Total payroll cost</b>	<b>\$33,328.41</b>

Item A →

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Monthly Expenses by Vendor Detail

March 2024

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
Alhambra				
Alhambra	03/29/2024	01.5320 Services & Supplies:Office Supplies	Water Cooler - 8 bottles & delivery fee	88.89
<b>Total for Alhambra</b>				<b>\$88.89</b>
Big R Inc				
Big R Inc	03/14/2024	01.5380 Services & Supplies:Repairs - Equipment	Hi-flow Pump	99.99
<b>Total for Big R Inc</b>				<b>\$99.99</b>
Big Valley Honda				
Big Valley Honda	03/08/2024	01.5380 Services & Supplies:Repairs - Equipment	Bearings, seal, nut	70.00
<b>Total for Big Valley Honda</b>				<b>\$70.00</b>
Branch Automotive, LLC				
Branch Automotive, LLC	03/06/2024	01.5385 Services & Supplies:Repairs - Vehicle	2001 Dodge Ram 2500 Turn Signal repairs	125.45
<b>Total for Branch Automotive, LLC</b>				<b>\$125.45</b>
Churchill County Comptroller				
Churchill County Comptroller	03/01/2024	01.5140 Benefits:Health Insurance	Cruz - March Insurance (no pay checks)	944.50
<b>Total for Churchill County Comptroller</b>				<b>\$944.50</b>
Clarke				
Clarke	03/28/2024	01.5220 Services & Supplies:Chemicals	Fourstar 40 - 40 lb bags at \$450.40 each	17,115.20
<b>Total for Clarke</b>				<b>\$17,115.20</b>
Colby Nelson dba Colby's Unified Networking & Technology				
Colby Nelson dba Colby's Unified Networking & Technology	03/25/2024	01.5365 Services & Supplies:Computer Maintenance	Computer Professional Services	3,000.00
<b>Total for Colby Nelson dba Colby's Unified Networking &amp; Technology</b>				<b>\$3,000.00</b>
GPS Trackit				
GPS Trackit	03/27/2024	01.5395 Services & Supplies:Equipment Services (GPS)	Fleet Bundle 03/27-04/26/2024	197.59
<b>Total for GPS Trackit</b>				<b>\$197.59</b>
Harbor Freight Tools				
Harbor Freight Tools	03/06/2024	01.5330 Services & Supplies:Operating Supplies	Slide Hammer Puller	69.99
<b>Total for Harbor Freight Tools</b>				<b>\$69.99</b>
Louie's Ace Home Center				
Louie's Ace Home Center	03/07/2024	01.5380 Services & Supplies:Repairs - Equipment	Part	13.04
<b>Total for Louie's Ace Home Center</b>				<b>\$13.04</b>
Napa Auto & Truck Parts				
Napa Auto & Truck Parts	03/26/2024	01.5385 Services & Supplies:Repairs - Vehicle	Taillight	5.39

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Monthly Expenses by Vendor Detail

March 2024

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
<b>Total for Napa Auto &amp; Truck Parts</b>				<b>\$5.39</b>
Nevada State Fire Marshal				
Nevada State Fire Marshal	03/06/2024	01.5330 Services & Supplies:Operating Supplies	State Fire Marshal Hazardous Material Storage Permit Fee. 2024-25	228.00
<b>Total for Nevada State Fire Marshal</b>				<b>\$228.00</b>
NV Energy				
NV Energy	03/02/2024	01.5441 Services & Supplies:Utilities - Electric	Electricity 01/30 to 02/28/2024	296.86
<b>Total for NV Energy</b>				<b>\$296.86</b>
Office Depot				
Office Depot	03/07/2024	01.5320 Services & Supplies:Office Supplies	Calendar	47.07
<b>Total for Office Depot</b>				<b>\$47.07</b>
Optum Bank				
Optum Bank	03/01/2024	01.5141 Benefits:Health Insurance - HSA	March 2024	150.00
<b>Total for Optum Bank</b>				<b>\$150.00</b>
US Bank				
US Bank	03/14/2024	01.5345 Services & Supplies:Bank & Other Fees	Analysis Service Charge	9.00
<b>Total for US Bank</b>				<b>\$9.00</b>
US Postal Service				
US Postal Service	03/31/2024	01.5390 Services & Supplies:Communications	12 Months PO Box Fee BOX #2468	256.00
<b>Total for US Postal Service</b>				<b>\$256.00</b>
Verizon Wireless				
Verizon Wireless	03/04/2024	01.5390 Services & Supplies:Communications	Cell Phones 01/15 to 02/14/2024	233.34
<b>Total for Verizon Wireless</b>				<b>\$233.34</b>
Veseris				
Veseris	03/21/2024	01.5220 Services & Supplies:Chemicals	Altosid Pellets, 2 x 22 lbs/case, 29 cases at \$1,254.00 each	36,366.00
<b>Total for Veseris</b>				<b>\$36,366.00</b>
Walmart				
Walmart	03/05/2024	01.5320 Services & Supplies:Office Supplies	USB flash drive	25.05
Walmart	03/05/2024	01.5320 Services & Supplies:Office Supplies	File Folders & stapler	56.99
Walmart	03/07/2024	01.5380 Services & Supplies:Repairs - Equipment	AA & AAA batteries	31.94
<b>Total for Walmart</b>				<b>\$113.98</b>
WiarCom Inc				
WiarCom Inc	03/11/2024	01.5390 Services & Supplies:Communications	Wireless 03/10-04/09/2024	87.80

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Monthly Expenses by Vendor Detail

March 2024

NAME	DATE	ACCOUNT	MEMO/DESCRIPTION	AMOUNT
<b>Total for WiarCom Inc</b>				<b>\$87.80</b>
<b>Grand Total</b>			<b>Item B →</b>	<b>\$59,518.09</b>

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Monthly Profit & Loss

March 2024

	TOTAL
<b>Income</b>	
01.4000 Property Taxes	
01.4040 Real Property Tax - Current	82,997.29
01.4050 Real Property Tax - Delinquent	295.39
01.4080 Personal Property Tax - Current	2,145.41
01.4090 Personal Property Tax - Delinquent	2.41
01.4120 Private Car Tax	210.72
<b>Total 01.4000 Property Taxes</b>	<b>85,651.22</b>
01.4101 Inter-Governmental Revenue	
01.4110 Consolidated Tax Revenue	40,549.76
01.4130 AB104 Fairshare Revenues	13,274.58
<b>Total 01.4101 Inter-Governmental Revenue</b>	<b>53,824.34</b>
<b>Total Income</b>	<b>\$139,475.56</b>
<b>GROSS PROFIT</b>	<b>\$139,475.56</b>
<b>Expenses</b>	
01.5000 Wages	
01.5030 Salary - Management	14,583.66
01.5040 Salary - Full-time	5,952.20
01.5045 Salary - Part-time	2,030.17
01.5070 Board Compensation	300.00
<b>Total 01.5000 Wages</b>	<b>22,866.03</b>
01.5100 Benefits	
01.5110 Retirement Contribution	6,556.90
01.5140 Health Insurance	4,514.86
01.5141 Health Insurance - HSA	150.00
01.5150 Social Security & Medicare	335.12
<b>Total 01.5100 Benefits</b>	<b>11,556.88</b>
01.5200 Services & Supplies	
01.5220 Chemicals	53,481.20
01.5320 Office Supplies	218.00
01.5330 Operating Supplies	297.99
01.5345 Bank & Other Fees	9.00
01.5365 Computer Maintenance	3,000.00
01.5380 Repairs - Equipment	214.97
01.5385 Repairs - Vehicle	130.84
01.5390 Communications	577.14
01.5395 Equipment Services (GPS)	197.59
01.5441 Utilities - Electric	296.86
<b>Total 01.5200 Services &amp; Supplies</b>	<b>58,423.59</b>
<b>Total Expenses</b>	<b>\$92,846.50</b>
	<b>Item C →</b>
<b>NET OPERATING INCOME</b>	<b>\$46,629.06</b>
<b>NET INCOME</b>	<b>\$46,629.06</b>

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Quarterly Balance Sheet - Current & Prior Year to Date

As of March 31, 2024

	TOTAL		
	AS OF MAR 31, 2024	AS OF MAR 31, 2023 (PY)	CHANGE
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
01.1100 US Bank	193,652.92	238,105.40	(44,452.48)
01.1150 Cash Invested - State LGIP	2,101,764.21	1,757,919.37	343,844.84
01.1190 Cash Allocated to Other Funds	(135,212.96)	(135,212.96)	0.00
30.1190 Cash - Self Insurance Fund	44,547.00	44,547.00	0.00
31.1190 Cash - Emergency Fund	50,000.00	50,000.00	0.00
50.1190 Cash - Capital Projects Fund	6,794.96	6,794.96	0.00
51.1190 Cash - Source Reduction Fund	33,871.00	33,871.00	0.00
<b>Total Bank Accounts</b>	<b>\$2,295,417.13</b>	<b>\$1,996,024.77</b>	<b>\$299,392.36</b>
Other Current Assets			
01.1300 Inventory	406,296.03	442,197.12	(35,901.09)
<b>Total Other Current Assets</b>	<b>\$406,296.03</b>	<b>\$442,197.12</b>	<b>\$ (35,901.09)</b>
<b>Total Current Assets</b>	<b>\$2,701,713.16</b>	<b>\$2,438,221.89</b>	<b>\$263,491.27</b>
<b>TOTAL ASSETS</b>	<b>\$2,701,713.16</b>	<b>\$2,438,221.89</b>	<b>\$263,491.27</b>
<b>LIABILITIES AND EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
01.2100 Accounts Payable	17,221.48	185,774.97	(168,553.49)
<b>Total Accounts Payable</b>	<b>\$17,221.48</b>	<b>\$185,774.97</b>	<b>\$ (168,553.49)</b>
Credit Cards			
01.2700 Bank of America Credit Card	0.00	0.00	0.00
01.2710 BofA Card - District Manager	0.00	569.16	(569.16)
01.2730 BofA Card - Admin Assistant	0.00	2,968.99	(2,968.99)
<b>Total 01.2700 Bank of America Credit Card</b>	<b>0.00</b>	<b>3,538.15</b>	<b>(3,538.15)</b>
01.2800 John Deere Financial	113.03	79.35	33.68
<b>Total Credit Cards</b>	<b>\$113.03</b>	<b>\$3,617.50</b>	<b>\$ (3,504.47)</b>
Other Current Liabilities			
01.2310 Federal Payroll Taxes (SS, MC & FIT) Payable	1,324.46	0.00	1,324.46
01.2400 PERS Payable	7,653.67	(0.02)	7,653.69
<b>Total Other Current Liabilities</b>	<b>\$8,978.13</b>	<b>\$ (0.02)</b>	<b>\$8,978.15</b>
<b>Total Current Liabilities</b>	<b>\$26,312.64</b>	<b>\$189,392.45</b>	<b>\$ (163,079.81)</b>
<b>Total Liabilities</b>	<b>\$26,312.64</b>	<b>\$189,392.45</b>	<b>\$ (163,079.81)</b>
Equity			
01.3150 Beginning Fund Balance - General Fund	2,292,439.84	2,053,073.80	239,366.04
01.3990 Excess of Revenue & Expenditures	0.00	0.00	0.00
30.3350 Beginning Fund Balance - Self Insurance Fund	44,547.00	44,547.00	0.00
31.3350 Beginning Fund Balance - Emergency Fund	50,000.00	50,000.00	0.00
50.3350 Beginning Fund Balance- Capital Projects Fund	6,794.96	6,794.96	0.00
51.3350 Beginning Fund Balance - Source Reduction Fund	33,871.00	33,871.00	0.00
Net Income	247,747.72	60,542.68	187,205.04
<b>Total Equity</b>	<b>\$2,675,400.52</b>	<b>\$2,248,829.44</b>	<b>\$426,571.08</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,701,713.16</b>	<b>\$2,438,221.89</b>	<b>\$263,491.27</b>



# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Quarterly Profit & Loss with Previous Year Comparison & YTD

July 1, 2022 - April 2, 2023

	TOTAL		
	JUL 1, 2022 - APR 2, 2023	JUL 1, 2021 - APR 2, 2022 (PY)	CHANGE
<b>Income</b>			
01.4000 Property Taxes			
01.4040 Real Property Tax - Current	428,689.70	400,575.62	28,114.08
01.4050 Real Property Tax - Delinquent	3,110.60	3,420.50	(309.90)
01.4060 Net Proceeds of Mines	234.26		234.26
01.4080 Personal Property Tax - Current	89,043.77	89,223.86	(180.09)
01.4090 Personal Property Tax - Delinquent	8,670.45	359.61	8,310.84
01.4100 In-Lieu-of Taxes (NDOW)	113.41	113.41	0.00
01.4120 Private Car Tax	21.43		21.43
<b>Total 01.4000 Property Taxes</b>	<b>529,883.62</b>	<b>493,693.00</b>	<b>36,190.62</b>
01.4101 Inter-Governmental Revenue			
01.4110 Consolidated Tax Revenue	218,738.58	214,088.65	4,649.93
01.4130 AB104 Fairshare Revenues	57,123.13	56,310.24	812.89
01.4160 Nevada Road Weed Control	(13,778.88)		(13,778.88)
01.4180 CWSCD Grant	15,000.00	15,000.00	0.00
<b>Total 01.4101 Inter-Governmental Revenue</b>	<b>277,082.83</b>	<b>285,398.89</b>	<b>(8,316.06)</b>
01.4400 Sale of Asset - Gain or Loss	18,000.00		18,000.00
01.4500 Interest Revenue	34,425.71	1,669.75	32,755.96
<b>Total Income</b>	<b>\$859,392.16</b>	<b>\$780,761.64</b>	<b>\$78,630.52</b>
<b>GROSS PROFIT</b>	<b>\$859,392.16</b>	<b>\$780,761.64</b>	<b>\$78,630.52</b>
<b>Expenses</b>			
01.5000 Wages			
01.5030 Salary - Management	123,967.09	115,052.56	8,914.53
01.5040 Salary - Full-time	101,090.35	83,649.02	17,441.33
01.5045 Salary - Part-time	17,470.70	15,313.11	2,157.59
01.5050 Salary - Seasonal	8,469.85		8,469.85
01.5070 Board Compensation	4,000.00	4,200.00	(200.00)
01.5080 Board Secretary	675.00	675.00	0.00
<b>Total 01.5000 Wages</b>	<b>255,672.99</b>	<b>218,889.69</b>	<b>36,783.30</b>
01.5100 Benefits			
01.5110 Retirement Contribution	61,330.18	60,057.54	1,272.64
01.5120 Workers Compensation	6,857.00	6,229.00	628.00
01.5130 Unemployment	16,013.36	1,808.00	14,205.36
01.5140 Health Insurance	26,310.08	50,645.86	(24,335.78)
01.5141 Health Insurance - HSA	1,500.00	1,350.00	150.00
01.5142 Health Insurance - PECP		439.30	(439.30)
01.5150 Social Security & Medicare	4,473.68	3,351.81	1,121.87
<b>Total 01.5100 Benefits</b>	<b>116,484.30</b>	<b>123,881.51</b>	<b>(7,397.21)</b>

# Churchill County Mosquito, Vector & Noxious Weed Abatement District

## Quarterly Profit & Loss with Previous Year Comparison & YTD

July 1, 2022 - April 2, 2023

	TOTAL		
	JUL 1, 2022 - APR 2, 2023	JUL 1, 2021 - APR 2, 2022 (PY)	CHANGE
<b>01.5200 Services &amp; Supplies</b>			
01.5190 Uniforms	1,524.58	1,426.24	98.34
01.5220 Chemicals	227,879.28	221,014.45	6,864.83
01.5225 Encephalitis Testing	1,145.43	329.22	816.21
01.5250 Contract Services - Aerial	32,994.00	30,732.00	2,262.00
01.5260 Gasoline & Oil	16,318.54	8,438.73	7,879.81
01.5265 Vehicle Mileage Reimbursement	790.01		790.01
01.5280 Insurance - General Liability	11,169.41	10,489.61	679.80
01.5290 Officers Bonds	510.00	510.00	0.00
01.5300 Memberships	684.00	634.00	50.00
01.5320 Office Supplies	1,308.62	1,447.62	(139.00)
01.5330 Operating Supplies	3,872.48	2,665.78	1,206.70
01.5345 Bank & Other Fees	206.02	392.84	(186.82)
01.5350 Printing & Publications	308.74	1,831.66	(1,522.92)
01.5360 Legal Fees	872.50	2,109.50	(1,237.00)
01.5361 Accounting & Audit Fees	23,500.00	24,600.00	(1,100.00)
01.5362 Technology Professional Service		9,000.00	(9,000.00)
01.5365 Computer Maintenance		3,033.03	(3,033.03)
01.5366 Computer Software & Online Subs	2,376.76	1,873.01	503.75
01.5370 Repairs - Building	29.68	1,660.00	(1,630.32)
01.5380 Repairs - Equipment	2,887.11	1,466.37	1,420.74
01.5385 Repairs - Vehicle	5,121.06	5,392.63	(271.57)
01.5390 Communications	4,910.08	4,794.44	115.64
01.5395 Equipment Services (GPS)	1,742.37	1,524.85	217.52
01.5400 Travel & Sustenance	227.13	31.17	195.96
01.5420 Training	1,680.00	19.95	1,660.05
01.5440 Utilities - Gas	3,265.60	2,134.14	1,131.46
01.5441 Utilities - Electric	3,040.62	2,436.26	604.36
01.5443 Utilities - Garbage	276.00	252.00	24.00
01.5445 Propane		21.06	(21.06)
01.6220 WC - Chemicals	11,003.75		11,003.75
01.6330 WC - Operating Supplies	1,137.92		1,137.92
<b>Total 01.5200 Services &amp; Supplies</b>	<b>360,781.69</b>	<b>340,260.56</b>	<b>20,521.13</b>
<b>01.5800 Capital Outlay</b>			
01.5810 Capital Outlay - Equipment	60,988.98	8,582.38	52,406.60
01.5830 Capital Outlay - Building		(39.99)	39.99
<b>Total 01.5800 Capital Outlay</b>	<b>60,988.98</b>	<b>8,542.39</b>	<b>52,446.59</b>
<b>Total Expenses</b>	<b>\$793,927.96</b>	<b>\$691,574.15</b>	<b>\$102,353.81</b>
<b>NET OPERATING INCOME</b>	<b>\$65,464.20</b>	<b>\$89,187.49</b>	<b>\$ (23,723.29)</b>
<b>NET INCOME</b>	<b>\$65,464.20</b>	<b>\$89,187.49</b>	<b>\$ (23,723.29)</b>