

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES MEETING AGENDA
September 29th, 2023 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

Pursuant to Chapter 241 of the Nevada Revised Statutes, the East Fork Swimming Pool District hereby notifies all interested parties that the Board of Trustees will conduct business of the district as noted below.

9:00am Call to Order and Recognition of Quorum

PUBLIC COMMENT (No Action Can be Taken)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Trustees. Public Comment is limited to 3 minutes per speaker.

If you are going to comment on a specific agenda item scheduled for action, please do so when that item is opened for public comment. Please identify yourself and sign in on the sign-up sheet. Do not offer comment until acknowledged by the Chair.

APPROVAL OF AGENDA

The Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner; to combine two or more agenda items for consideration, and; to remove items from the agenda or delay discussion relating to items on the agenda.

CONSENT AGENDA

Items appearing on the Consent Agenda are items that can be adopted with one motion and vote unless an item is pulled for discussion by a Trustee or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during public comment at the beginning of the meeting and state why they are making that request. When items are pulled from the Consent Agenda, they will automatically be placed at the beginning of the Administrative Agenda or, may be continued until the next meeting.

PUBLIC COMMENT

Motion to Approve Consent Calendar items 1a & 1b

- 1a. For Possible Action. Approval of previous minutes from the August 17th, 2023 Meeting.
- 1b. For Possible Action. Approval of general ledger cash balances, expenditures and investments through August 31st, 2023.

ADMINISTRATIVE AGENDA

The Administrative Agenda will proceed as follows:

- The Chairman will read the agenda title into the public record.
- Staff and/or Trustees will provide relevant information on the matter.
- The Board will discuss the item. Once that discussion is concluded, the Chair will take public comment at three minutes per speaker.
- Once public comment is completed, the Board may again discuss or proceed directly to vote.

**For agenda items that are listed as "Discussion Only" with no action, public comment is not legally required. Public comment may be accepted by the Chair at their discretion.

CONSENT AGENDA ITEMS PULLED FOR FURTHER DISCUSSION:

Any item pulled for discussion from the Consent Agenda will be heard at this time unless continued to a later meeting.

Administrative Agenda

2. For Possible Action. Discussion and possible action to approve the "Interlocal Agreement" between Douglas County and the East Fork Swimming Pool District for the TRE Splash Pad Project.
3. Discussion Only. Discussion and update on the Capital Improvement Plan ongoing projects.
4. Discussion Only. Discussion on design concepts and budget for the "Eastside Expansion Project" consisting of expanding the lobby and concession storage area.
5. For Possible Action. Discussion and possible action to cancel individual Trustee email addresses and have one EFSPD email for the Chair and Vice Chair to have for public correspondence.
6. Discussion Only. Report from the Swim Center Director:
 - User Attendance
 - Staffing and Programming
 - Marketing and Public Relations Information
 - Employee Recognition
 - Maintenance Updates
 - Monthly Financial Update
 - Correspondence
7. For Possible Action. Discussion and possible action on proposed agenda items for the October 19th, 2023 general meeting.

Adjournment

Copies of the agenda were posted at 4:00pm, Thursday September 21st, 2023 at the following locations:

1. Carson Valley Swim Center, 1600 Highway 88, Minden, NV.
2. Douglas Co. Administration Building (Historic Courthouse) 1616 Eighth St., Minden, NV.
3. Douglas County Administration Office (Minden Inn) 1594 Esmeralda St., Minden, NV
4. Carson Valley Swim Center Web Site: www.cvswwim.com
5. State of NV web site: <https://notice.nv.gov/>

Posted By: _____ Signed: _____

Reasonable efforts will be made to accommodate disabled individuals desiring to attend the meeting. If you are interested in materials call Sharon Thompson at 775-392-4063 24 hours in advance so that arrangements may be made.

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
August 17th, 2023 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees August 17th, 2023 meeting was called to order by the Vice Chairman Travis Lee at 9:00 AM at the Carson Valley Swim Center, Minden, NV. Board members present were, Vice Chairman Travis Lee, Trustees Teresa Duffy, Doug Robbins and Frank Dressel. Chairman Sharon DesJardins was on the phone.

No Public Comment

AGENDA

Upon motion by Duffy to approve agenda, seconded by Robbins, the motion was unanimously approved.

No Public Comment

CONSENT AGENDA ITEMS

1a. For possible action. Approval of previous minutes from the July 20th, 2023 General Meeting

After correction is made on item 4 to clarify the vote as being 3 yes, one abstention and one absent. Upon motion made by Robbins and seconded by Dressel. The consent agenda item 1a was unanimously approved.

1b. For possible action. Approval of general ledger cash balances, expenditures, and investments through July 20th, 2023

Upon motion made by Dressel and seconded by Robbins. The consent agenda item 1b was unanimously approved.

Public Comment

Allen Biaggi introduced himself. He stated that he is interested in serving on the Board.

ADMINISTRATIVE AGENDA

2. **Discussion Only. Discussion and update on the Capital Improvement Plan ongoing projects.**

Vice Chairman Lee introduced item. Harris states that the balance in our capital budget as of July 31th is \$2,579,735. We added the Eastside Expansion, Splash Park, and the Roof Restoration. Remaining balance will be \$852,086. The ending balance depends on the Eastside Expansion final cost. In addition, the ending balance is without any deposits made into this account and we usually deposit a couple of times a year for new projects. Also you will see the conceptual design of the Eastside Expansion. We are working on adding 4 drains in the lobby area that will help a lot with cleaning of that area. Duffy asks is this considered new construction or a remodel as far as cost goes. Do they figure cost by square foot. McCullough states that it is considered both new construction and remodel. Dressel asks if we are going to build some kind of cover outside. Harris asks what are you thinking and what is your reasoning. Dressel states he has seen kids waiting outside in the sun to get in at 11:00 when public swim opens. I was thinking a large open cover with seating. Nice area for them to be in the shade and out of the weather. Maybe a large canopy. I think it would cosmetically give us more bang for our buck. Lee asks are you thinking of something like the Community Center has. Dressel states yes, I would want it attached with maybe a gable roof. It sets an impression as you are entering the building.

Harris states that with us expanding the whole lobby area, there will be more room for the patrons to wait inside. The trees outside also provide a lot of shade in that area. I worry about the additional expense. I don't feel or do I see that it's necessary. The lobby is going to be much bigger with room for tables and benches that can be there year around and don't have to be moved out in the summer. I would like to just wait and see what the cost is going to come in at. We are already talking about snow fencing. Dressel states that the canopy can be in maybe a second phase. McCullough states that the overhang at the Community Center is for drop offs. Dressel states that's what we should have too because we have a lot of drop offs. Robbins states that the tower is wonderful but should be in the middle to connect all the outside lines structure to the tower. The canopy is a good idea and needs to be run all the way out to the curb and maybe with a heated walkway. Lee asks how you decided on the push button doors instead of the automatic doors. Harris states that we didn't even discuss automatic doors, we just stuck with what is working now. Dressel states his idea is to make entry bigger so large group can come in and where kids can wait to be picked up. My idea for the canopy is a hard structure. DesJardins states that she is very interested in all of the suggestions. I am not in favor of making the lobby area bigger because we don't want to encourage people to congregate there. As far as automatic doors go, I think that would be a huge expense that we don't need to add on to this very expensive project. I am going back and forth on the idea of an awning but I am not opposed to getting a rendering and cost on an awning or canopy for out in front. Harris states that we are crazy in the summer. That's only 3 months out of the year that we would need a larger area. 8 to 9 months out of the year we do not have the volume of people where we would need that larger area. We need to design something that is reasonable all year around. Lee states the doors are on the north side, I like the idea of heated sidewalks in that area. Do you feel you will have more problems with the ice and snow melting off the roof? Harris states no, we are putting back the gutter system and snow fencing. Plus we are already out with shovels and snow melt because we have lots of concrete and sidewalks that we are responsible for maintaining. Lee states he likes the discussion about the awning. I'm not a fan of taking it all the way out to the curb. I agree with DesJardins, I don't want to expand to a waiting area before the waiting area. Harris states that the Trustees need to give her any feedback they have within the next 10 days so she can come back in the next board meeting with answers and renderings.

No Public Comment

3. Discussion Only. Discussion on implementing a fee or minimum charge on credit card transactions.

Vice Chairman Lee introduced item. Harris states that looking at the financials, we get the best cost on our credit card transactions. But we have been noticing that our entry systems charge are going up. Last year we budgeted \$18,675 for entry system charges and our fiscal yearend actual was \$27,974. This was 149% of budget. People are using less and less cash. We now have so many kids that are bringing credit cards to the swim center instead of cash and they tend to make smaller charge between \$1.00 and \$2.50. Sometimes they will charge up to 5-6 times a day. We are being charged \$2.25 per transaction on average. We have 3 options that we have investigated:

1. A minimum charge
2. A 1-3% fee
3. A flat fee

Lee states can we raise the cost per product by \$1.00. Harris states yes we can. We do a 50% markup now. My concern in doing that is that we will out price ourselves and people will either bring their own food or they will go to the Maverick and buy their food and drink. DesJardins states that she likes option # 3. I feel the kids can understand a flat fee. I don't like a minimum charge. Robbins states his solution is no credit cards, cash only. Duffy states that she will support any of the options, but would prefer raising the price of the products. Dressel states he is in favor of a flat fee but also likes the idea of raising the prices on our products. Lee states that he would rather increase the pricing on our products. I don't like fees on credit card purchases. Harris states thank you for everybody's input. I will continue to manage the budget to get the actual closer to the budget. I am fine with absorbing these fees. It is mainly in the summer time when we see these large volume of small charges.

Public Comment: Biaggi states that we get user fees and tax payer dollars. Do you want to absorb these fees? Should the kids be charged a fee to buy a can of soda? I think it's a philosophical issue.

4. **Discussion Only. Discussion and update on the '23-'24 conference schedules attended by district staff.**

Vice Chairman Lee introduced item. Harris states that there are 4 major conferences that we attend. They are the World Aquatic Health Conference being held in Las Vegas this November 13-15, the NRPA 2023 Annual Conference being held in Dallas Texas this October 10th, the AOAP Annual Conference and Exposition & NDPA Water Safety Conference 2024 being held in Reno in February 10-17, 2024 and the 2024 NRPS Conference being held in Stateline, NV in April 15-17, 2024. Harris selects staff to attend each of these conference and one board member can also attend. Harris is hoping that many staff and Trustees will attend the one in Reno and Stateline, NV. We do get Grant money from Pool/Pact for attending these conferences.

No Public Comment

5. **Discussion Only. Report from the Swim Center Director.**

CVSC August 2023 Director's Report

User Attendance: See board binder documents.

- July 2022 Attendance was 22,265. July 2023 Attendance was 22,813

Programming, Staffing and Training:

- Hiring of Lifeguard continues as other lifeguard's transition back to college, High School and FT work.
- Maintenance Department continues to be fully staffed.
- Completed successfully Lifeguard Certification classes (Sarah/Paul), Jr Lifeguard classes (Catherine/Sarah)
- Leadership Team (Director and Supervisors) meet monthly to plan and discuss CVSC programming & staffing.
- Swim Lesson Program continues to grow under Sarah's management and we were able to partner again this year for "Safety Day" with Douglas County Search and Rescue.
- Monthly In-Service Training/Meeting was conducted by all supervisors.
- Session, Drop-In and Private swim and dive lessons are combined numbers and classes have been successful (see attached #'s)
- Water Aerobics Class attendance is staying steady at 35+ participants in the morning classes. Evening classes are smaller but well likes and attended. 9:45 classes have been moved outside on nice days.

Marketing and Public Relations

- Catherine and Connor ran a successful "Teen Night" with over 50 youth in attendance.
- Shannon worked with the LDS Church representative on completing their community service project for the females. We are thankful they chose our facility and help with weed and gravel/rock removal in parking lot
- Website has been redesigned and will launch August 14th by CGI
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah & Catherine).
- Website updates (Tyler), Google Business updates (Shannon), Alignable updates (Shannon)
- Publications: Carson Valley Business Directory, Getaway Reno/Tahoe Area, Best of CV, Almanac, Record Courier.
- CGI Marketing Group continues to do a good job managing our online reputation with Google, Yelp (Shannon)
- Phone Message updates (Sherrie)
- Water Aerobics Coordinator (Deanna) is emailing staff and patrons on our internal water aerobics list to keep up-to-date on schedule or procedure changes.

Employee Recognition:

- Employee of the Month: Dominic Santiago, Lifeguard. Dominic has truly been an asset to the CVSC team. He is responsible, proactive, and efficient in his work, polite, knowledgeable and conscientious.

Maintenance Updates:

- Roof repair completed – amount didn't warrant an insurance claim
- North ADA Bathroom remodel being scheduled to be started week of August 28th
- Daily maintenance projects and asset management are being completed daily... excel document updated by Maintenance Supervisor and Director regularly
- Updating and improving the data information in Reserve Analyst (Asset Management Program).

Monthly Financial:

See board binder documents.

Correspondence: See board binder documents (if applicable).

No Public Comment

6. **For Possible Action. Duffy requested a meeting date change to September 29, 2023 at 9:00 AM. Motion made by Duffy and seconded by Robbins. It was unanimously approved.**
Discussion and possible action on proposed agenda items for the September 29, 2023 meeting
CIP Update
Eastside Expansion
Discussion on board member email addresses

Upon motion made by Dressel and seconded by Robbins to adjourn meeting. Motion to adjourn meeting was unanimously approved.

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item # 1b

Title: For possible action. Approval of general ledger cash balances, expenditures and investments through August 31st, 2023.

Background: NRS requires local government entities governing boards to approve expenditures for their entity and to report cash balances as well as investments. It is important for Trustees to be aware of the financial status of the District.

Funding: NA

Recommended Motion: Move to approve the report of general ledger cash balances, expenditures and investments through August 31st, 2023.

Trustee Action: _____ **Approved**
 _____ **Denied**
 _____ **No Action**
 _____ **Other**

8:28 AM

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

09/08/23

As of August 31, 2023

Accrual Basis

	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	282,118.73
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	2,389,818.17
112-5 · LOCAL GOV'T POOL OPERATING	54,234.76
Total Checking/Savings	<u>2,727,021.66</u>
Accounts Receivable	
121 · ACCOUNTS RECEIVABLE	3,108.00
Total Accounts Receivable	<u>3,108.00</u>
Other Current Assets	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	8,531.82
120 · MERCHANDISE INVENTORY	5,679.06
125 · FOOD INVENTORY	2,861.78
Total 12100 · INVENTORY	<u>17,072.66</u>
130 · Prepaid Expense	5,879.78
170-4 · DELIQUENT TAX REC	30,984.95
Total Other Current Assets	<u>53,937.39</u>
Total Current Assets	<u>2,784,067.05</u>
Fixed Assets	
150 · POOL EQUIPMENT	134,952.27
155 · CONSTRUCTION IN PROGRESS	2,264,812.74
156 · LAND IMPROVEMENTS	415,799.25
157 · BUILDING & IMPROVEMENT	13,032,403.36
158 · EQUIPMENT	500,291.14
160 · ACCUMMULATED DEPRECIATION	-9,960,064.69
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	<u>7,741,426.16</u>
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	140,321.00
Total Other Assets	<u>140,321.00</u>
TOTAL ASSETS	<u><u>10,665,814.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	37,081.55
Total Accounts Payable	<u>37,081.55</u>
Credit Cards	
202 · CITI VISA CREDIT CARD	10,845.88
Total Credit Cards	<u>10,845.88</u>
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	51,916.80
221-2 · ACCRUED PAYROLL TAXES	9,545.51
229 · SUTA	1,947.47
234-3 · Aflac	247.20
200 · PAYROLL LIABILITIES - Other	280.41
Total 200 · PAYROLL LIABILITIES	<u>63,937.39</u>

8:28 AM

09/08/23

Accrual Basis

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

As of August 31, 2023

	<u>Aug 31, 23</u>
2110 · Direct Deposit Liabilities	-46,662.31
218 · ACCRUED VESTED VAC PAY	22,240.86
219 · OPEB LIABILITY	86,899.00
235 · ACCRUED WORKMANS COMPENSATION	-9,300.60
236 · NOTE PAYABLE - ZION	484,000.00
Total Other Current Liabilities	<u>601,114.34</u>
Total Current Liabilities	649,041.77
Long Term Liabilities	
220 · NET PENSION LIABILITY	808,815.00
225 · DEFERRED PENSION INFLOWS	316,130.00
Total Long Term Liabilities	<u>1,124,945.00</u>
Total Liabilities	1,773,986.77
Equity	
349 · RETAINED EARNINGS	5,984,195.28
351-1 · FUND BALANCE	1,452,260.17
355 · CONTRIBUTED CAPITAL	1,648,952.81
Net Income	-193,580.82
Total Equity	<u>8,891,827.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,665,814.21</u></u>

	Aug 2023	Budget	Jul-Aug 23	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
Ordinary Income/Expense								
Income								
403 · USER FEES	70,785.25	76,977.95	166,786.75	172,175.90	(5,389.15)	630,450.00	463,663.25	26.46%
496 · FOOD	6,337.00	8,551.00	18,727.25	24,143.00	(5,415.75)	54,500.00	35,772.75	34.36%
497 · MERCHANDISE	2,553.40	2,751.00	6,187.00	6,152.00	35.00	20,500.00	14,313.00	30.18%
498 · GRANT INCOME	0.00	0.00	-281.45	0.00	(281.45)	18,500.00	-	0.00%
Total Income	79,675.65	88,279.95	191,419.55	202,470.90	(11,051.35)	723,950.00	513,749.00	26.44%
Cost of Goods Sold								
COST OF GOODS SOLD								
550 · FOOD EXPENSE	2,010.38	4,210.00	9,256.40	12,148.00	2,891.60	27,250.00	17,993.60	33.97%
555 · MERCHANDISE EXPENSE	1,389.23	934.00	1,791.62	2,340.00	548.38	10,250.00	8,458.38	17.48%
560 · FOOD SUPPLIES	45.82	91.27	285.18	404.65	119.47	1,250.00	964.82	22.81%
565 · FOOD SPOILAGE	0.00	92.00	0.00	409.00	409.00	500.00	500.00	0.00%
Total COGS	3,445.43	5,327.27	11,333.20	15,301.65	3,968.45	39,250.00	27,916.80	28.87%
Gross Profit	3,445.43	5,327.27	11,333.20	15,301.65	3,968.45	39,250.00	27,916.80	28.87%
Expense								
GENERAL & ADMINISTRATIVE								
629 · ADVERTISING/PRINTING	960.00	68.00	2,512.42	406.00	(2,106.42)	13,000.00	10,487.58	19.33%
630 · POSTAGE	0.00	148.00	125.50	228.00	102.50	800.00	674.50	15.69%
631 · JANITORIAL EXPENSE	1,146.42	989.00	2,408.29	2,114.00	(294.29)	9,300.00	6,891.71	25.90%
632 · SOFTWARE - IT	5,934.44	3,845.00	7,431.28	5,432.00	(1,999.28)	28,500.00	21,068.72	26.07%
641 · POOL TRAINING AND EDUCATION	225.00	0.00	225.00	0.00	(225.00)	2,000.00	1,775.00	11.25%
645 · OFFICE SUPPLIES	1,424.68	277.00	4,528.01	694.00	(3,834.01)	6,500.00	1,971.99	69.66%
660 · SEMINARS & EDUCATION	0.00	0.00	898.00	0.00	(898.00)	4,500.00	3,602.00	19.96%
661 · DUES/SUBSCRIPTIONS	204.98	17.00	229.96	34.00	(195.96)	1,025.00	795.04	22.44%
680 · TRAVEL EXPENSE	0.00	1,226.00	1,907.88	1,226.00	(681.88)	9,000.00	7,092.12	21.20%
681 · MEALS	0.00	0.00	0.00	0.00	-	2,200.00	2,200.00	0.00%
683 · AUTO REIMBURSEMENT/MILEAGE	222.50	426.00	380.82	426.00	45.18	1,995.00	1,614.18	19.09%
690 · LEGAL EXPENSE	0.00	0.00	0.00	421.00	421.00	3,500.00	3,500.00	0.00%
691 · ACCOUNTING EXPENSE	455.00	478.00	970.00	1,020.00	50.00	18,250.00	17,280.00	5.32%
692 · BANK CHARGES	0.00	0.00	0.00	0.00	-	1,200.00	1,200.00	0.00%
693 · ENTRY SYSTEM CHARGES	6,798.97	3,312.00	10,904.10	6,180.00	(4,724.10)	26,000.00	15,095.90	41.94%
694 · DC VOTER FEES	0.00	0.00	0.00	0.00	-	5,300.00	5,300.00	0.00%
780 · CASH OVER/SHORT	-11.50	0.00	-94.00	0.00	94.00	-	94.00	#DIV/0!
Total GENERAL & ADMINISTRATIVE	17,360.49	10,786.00	32,427.26	18,181.00	(14,246.26)	133,070.00	100,642.74	24.37%
PAYROLL EXPENSES								
599 · BOARD EXPENSES	1,600.00	1,714.00	1,600.00	1,714.00	114.00	24,000.00	22,400.00	6.67%
600 · SALARIES & WAGES	129,034.08	142,581.00	248,050.54	252,128.00	4,077.46	1,305,687.00	1,057,636.46	19.00%
601 · SOCIAL SECURITY	5,486.72	6,964.00	10,317.91	9,745.00	(572.91)	50,835.00	40,517.09	20.30%
611 · MEDICARE	1,873.12	2,155.00	3,576.18	3,604.00	27.82	19,628.00	16,051.82	18.22%
613 · STATE UNEMPLOYMENT	989.51	1,159.00	1,947.47	2,470.00	522.53	14,899.00	12,951.53	13.07%
614 · HEALTH INSURANCE	5,015.18	5,993.00	10,030.36	11,732.00	1,701.64	65,142.00	55,111.64	15.40%

	Aug 2023	Budget	Jul-Aug 23	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 · PERS	10,484.15	13,053.00	20,080.80	26,089.00	6,008.20	178,814.00	158,733.20	11.23%
617 · WORKMANS COMPENSATION	2,617.80	3,572.00	5,235.20	7,144.00	1,908.80	42,876.00	37,640.80	12.21%
639 · PAYROLL TAX ADJUSTMENTS	430.50	0.00	574.00	0.00	(574.00)	-	(574.00)	#DIV/0!
640-1 · ACCRUED WAGES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-2 · ACCRUED PAYROLL TAXES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-3 · ACCRUED VACATION	349.69	0.00	-1,262.85	0.00	1,262.85	-	1,262.85	#DIV/0!
Total PAYROLL EXPENSES	157,890.55	177,191.00	300,149.61	314,626.00	14,476.39	1,701,881.00	1,401,731.39	17.64%
POOL OPERATIONS								
UTILITIES								
619 · GARBAGE	715.50	640.00	1,351.50	1,227.00	(124.50)	6,800.00	5,448.50	19.88%
621 · TELEPHONE EXPENSE	541.29	522.00	1,082.58	1,044.00	(38.58)	6,300.00	5,217.42	17.18%
622 · ELECTRIC	14,657.57	13,498.00	29,974.69	25,834.00	(4,140.69)	140,025.00	110,050.31	21.41%
624 · WATER	1,301.65	1,459.00	2,716.15	3,140.00	423.85	11,500.00	8,783.85	23.62%
625 · SEWER	0.00	0.00	1,016.10	1,027.00	10.90	4,075.00	3,058.90	24.93%
626 · NATURAL GAS	8,087.44	4,263.00	18,513.67	10,966.00	(7,547.67)	98,000.00	79,486.33	18.89%
Total UTILITIES	25,303.45	20,382.00	54,654.69	43,238.00	(11,416.69)	266,700.00	212,045.31	20.49%
623 · INSURANCE	0.00	0.00	36,453.43	36,453.43	-	36,453.43	-	100.00%
628 · CHEMICALS	7,810.29	12,123.00	15,135.43	17,759.00	2,623.57	65,000.00	49,864.57	23.29%
633 · MAINTENANCE & REPAIR	18,960.58	8,266.00	25,827.70	13,328.00	(12,499.70)	112,000.00	86,172.30	23.06%
634 · EQUIPMENT RENTAL	185.59	449.00	349.57	449.00	99.43	4,830.00	4,480.43	7.24%
636 · LANDSCAPE MAINTENANCE	740.00	817.00	1,480.00	1,634.00	154.00	11,796.57	10,316.57	12.55%
640 · EMPLOYEE MAINTENANCE	883.80	512.00	1,385.98	610.00	(775.98)	2,500.00	1,114.02	55.44%
642 · SAFETY	489.61	596.00	2,031.30	966.00	(1,065.30)	8,000.00	5,968.70	25.39%
643 · SUPPLIES	823.27	465.00	1,647.48	1,346.00	(301.48)	5,750.00	4,102.52	28.65%
644 · UNIFORMS	956.82	0.00	956.82	1,555.00	598.18	8,000.00	7,043.18	11.96%
646 · SMALL EQUIPMENT	0.00	0.00	903.86	1,063.00	159.14	2,775.00	1,871.14	32.57%
Total POOL OPERATIONS	56,153.41	43,610.00	139,922.40	117,338.43	(22,583.97)	521,030.00	381,107.60	26.85%
850 · DEPRECIATION EXPENSE	44,059.58	44,059.58	88,119.16	88,119.16	-	528,715.00	429,240.00	16.67%
Total Expense	275,464.03	275,646.58	560,618.43	538,264.59	(22,353.84)	2,884,696.00	2,312,721.73	19.43%
Net Ordinary Income	(199,233.81)	(192,693.90)	(380,532.08)	(351,095.34)	(29,436.74)	(2,199,996.00)	(1,826,889.53)	17.30%
Other Income/Expense								
Other Income								
401.4 · AD VALOREM	153,511.76	56,577.00	166,536.38	59,464.00	107,072.38	2,886,595.00	2,720,058.62	5.77%
491 · INTEREST INCOME	10,290.97	460.00	21,177.70	820.00	20,357.70	16,125.00	(5,052.70)	131.33%
499 · OTHER INCOME	1,042.04	0.00	1,122.04	0.00	-	-	-	
Total Other Income	164,844.77	57,037.00	188,836.12	60,284.00	127,430.08	2,902,720.00	2,715,005.92	6.51%
Other Expense								
899 · Interest Expense	0.00	0.00	0.00	0.00	0.00	(7,630.00)	(7,630.00)	
Total Other Expense	-	-	-	-	-	-	-	
Net Other Income	164,844.77	57,037.00	188,836.12	60,284.00	127,430.08	2,902,720.00	2,707,375.92	6.51%
Net Income	(34,389.04)	(135,656.90)	(191,695.96)	(290,811.34)	97,993.34	702,724.00	880,486.39	-27.28%

	Account	Amount	Memo
A-1 Chemical	631 - JANITORIAL	896.76	Motion Towel Roll, Toilet Paper, Green Liners, Large Trash Bags, Waxed Liners
Accolades Trophies	640 - EMPLOYEE INCENTIVES	22.50	Frame/LG Games
Ace Hardware	633 - MAINTENANCE & REPAIR	75.28	Bushings:Outdoor Hook,Metal Gun Nozzle,Hose Shut Off Valve,Bleach Sprayer
Air Filter Sales	633 - MAINTENANCE & REPAIR	328.61	Filters
AIRGAS	628 - CHEMICALS	1,263.75	Carbon Dioxide Liquid
Amazon		1,961.69	Subscription,food supplies,Maintenance,,Janitorial,Safety,Supplies, Office Supplies, Wristbands, Food, , Computer, Merchandise,Swim, Angelfish,Insect Traps
American Document Destruction	645 - OFFICE SUPPLIES	62.06	Documents Destroyed
American Red Cross	642 - SAFETY	66.00	D. Hughes, J. Stevenson
Association of Aquatic Pros	661 - DUES/SUBSCRIPTIONS	180.00	AOAP Membership
Axiom Internet Solutions	632 - SOFTWARE-IT	70.00	Updates/Fixes (Website)
Cannon Financial Services	634 - EQUIPMENT RENTAL	185.59	Copier Lease/Equip Insurance (Aug 2023)
Carson Valley Chamber Commerce	629 - ADVERTISING/PRINTING	15.00	Women in Business Mixer
Carson Valley Locksmith	633 - MAINTENANCE & REPAIR	249.50	10 Exterior Locks
Carson Valley Accounting LLC	633 - MAINTENANCE & REPAIR	275.00	Monthly site visit
CGI Communications	691 - ACCOUNTING EXPENSE	1,323.75	Inext Ad Agency
Charter Business	629 - ADVERTISING/PRINTING	247.49	Internet/TV
Clock Parts	621 - TELEPHONE EXPENSE	44.02	Clock Hardware/Parts
Cocos on Maui	633 - MAINTENANCE & REPAIR	640.00	End of Summer Luncheon
Costco	640 - EMPLOYEE INCENTIVES	1,441.01	Janitorial,Gloves,Food,Food Supplies,Employee Incentives,,Jr. Lifeguard,Maintenance,Postage
Dale Cooper LLC	633 - MAINTENANCE & REPAIR	4,536.00	Fiberglass Repair (Slides)
David Long		288.68	Mileage, Home Depot (Copper Filings)
Desert Star Landscaping	636 - LANDSCAPE MAINTENANCE	740.00	Contract Aug 2023
Douglas County School District	614 - HEALTH INSURANCE	5,365.59	Health Insurance Aug 23 (7FT/1) Dependents- Long
Ebay	633 - MAINTENANCE & REPAIR	325.89	Non Slip Hand Rails, Pool Ladder Rail Cover, Work Gloves,USB Cable(WalkieTalkies)
Global Payments	693 - ENTRY SYSTEM CHARGES	5,233.12	System Entry Charges and Refunds
Go Daddy	632 - SOFTWARE-IT	29.99	Monthly Renewal
Grainger	631 - JANITORIAL	20.54	Urinal Block
High Quality Plumbing	633 - MAINTENANCE & REPAIR	436.40	Leak at hose and faulty ball valve
High Sierra Business Systems	645 - OFFICE SUPPLIES		Copy fee for 4 copiers/printers (Aug 2023)
Home Depot	633 - MAINTENANCE & REPAIR	121.05	Outlet Box,Adapter,Blank Cover,Conduit,PVC Cement,Tarnish Remover,Bungee Cords,Locking Wand
Knorr	628 - CHEMICALS	4,224.00	Pulsar Briquettes
Kodiak Roofing & Waterproofing Inc	633 - MAINTENANCE & REPAIR	5,428.00	Repair Roof Leak (WO#41966)
Liam Jones	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (B. Rowlett)
Lifeguard Store		86.40	Ear Plugs, LG Whistles
Lincoln Aquatics	633 - MAINTENANCE & REPAIR	179.50	Antiwave Supertensioner
Maverick	640 - EMPLOYEE INCENTIVES	25.00	ECOM (D.Santigo)
McKesson Medical Supplies	642 - SAFETY	23.79	Bandages
Microsoft Corp	632 - SOFTWARE-IT	4.64	iCloud Backup
Microsoft Store	632 - SOFTWARE-IT	4,839.89	Office Professional 2021
Nevada News Group	629 - ADVERTISING/PRINTING	595.00	CV Chamber Relocation Guide
NV Energy	622 - ELECTRIC	14,657.57	
OOMA, INC	621 - TELEPHONE EXPENSE	293.80	Monthly Service Fee (Aug 2023)
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	47.06	Aug 2023 #834
PurpleAir	633 - MAINTENANCE & REPAIR	212.47	Air Quality Monitor
QuickBooks Payroll Service	639 - PAYROLL TAX ADJUSTMENTS	430.50	Fees for Direct Deposit
R&S Optimum Offset	645 - OFFICE SUPPLIES	350.00	Community Pool Brochure
Royal Refrigerants	633 - MAINTENANCE & REPAIR	269.00	HVAC Refireration Cylinder
Sage Padde	633 - MAINTENANCE & REPAIR	522.32	Custom Panel Mat
Sage Adie	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (J.Acosta)
Sarah Davenport	640 - EMPLOYEE INCENTIVES	25.97	Summer End Staff Party
Schwans Sales Ent.	550 - FOOD EXPENSE	745.19	
Seven Up/RC Bottling Co. of Reno	550 - FOOD EXPENSE	490.90	
Shannon Harris	640 - EMPLOYEE INCENTIVES	20.98	Staff Treats
Sierra Booking Services, Inc	691 - ACCOUNTING EXPENSE	180.00	Jul 2023 Payroll/PERS
Sierra Diving Center	643 - SUPPLIES	54.00	Parts for Scuba Gear
SOUTHWEST GAS	628 - NATURAL GAS	8,087.44	
Speedo	555 - MERCHANDISE	805.03	Goggles
Spotify	661 - DUES/SUBSCRIPTIONS	9.99	
Staples	645 - OFFICE SUPPLIES	109.56	3hole paper,3 ring binder,flash drives

Summit Fire & Security	642 - SAFETY	248.50	Annual Fire Extinguisher Inspection
Supply House	633 - MAINTENANCE & REPAIR	101.37	Model 65 Chrome Repair Kit
SwimAngel Fish	641 - POOL TRAINING AND EDUCATION	225.00	P. Irving
Taylor Lee	600 - SALARIES & WAGES	89.70	Direct Deposit Rejected
Thatcher Company, Inc	628 - CHEMICALS	2,322.54	
TowelsOutlet	555 - MERCHANDISE	536.20	Towels
Town Of Minden	624 - WATER & TRASH	2,017.15	Water/Garbage
Trane U.S. Inc	633 - MAINTENANCE & REPAIR	5,199.65	Nitrogen,F,anblade,Shroud,Direr,TXV/Nitr,Labor
Tripp Plastics	633 - MAINTENANCE & REPAIR	185.00	Acrylic Sheets
Uniformity of Nevada	644 - UNIFORMS	956.82	New Sr Guard Shirts
Univerus Software Canada	693 - ENTRY SYSTEM CHARGES	1,624.35	E-Commerce Fees May-Jul 2023
Western Nevada Supply	633 - MAINTENANCE & REPAIR	387.67	PVC, 80 Ball Chk Valve, Nipples,Bushings,Elbows,Glue,Press Ball,Press Repair CPLG
Zoro Tools	633 - MAINTENANCE & REPAIR	72.75	Outdoor Convex Mirror,Lever Door Holder
Total		82,320.65	

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #2

Title: For Possible Action. Discussion and possible action to approve the "Interlocal Agreement" between Douglas County and the East Fork Swimming Pool District for the TRE Splash Pad Project.

Background: Since to approval from the EFSPD Trustees during a public board meeting the Interlocal agreement has been reviewed and approved by both the Douglas County District Attorney's office and the EFSPD's Legal Counsel and is up for a final approval.

Funding: Ad Valorem Tax

Recommended Motion: Move to approve the "Interlocal Agreement" between Douglas County and the East Fork Swimming Pool District for the TRE Splash Pad Project.

Trustee Action:

- Approved**
- Denied**
- No Action**
- Other**

INTERLOCAL AGREEMENT
BETWEEN

DOUGLAS COUNTY
a political subdivision of the State of Nevada
P.O. Box 218
Minden, Nevada 89423
(775) 782-9821

AND

EAST FORK SWIMMING POOL DISTRICT
an improvement district organized under NRS Chapter 318
1600 NV-88 #88,
Minden, NV 89423
(775) 782-8840

This Interlocal Agreement is made by and between Douglas County (County), a political subdivision of the State of Nevada, and the East Fork Swimming Pool District (EFSPD), an improvement district organized under the provisions of NRS Chapter 318.

RECITALS:

WHEREAS, The County and the EFSPD are public agencies under NRS 277.100; and

WHEREAS, NRS 277.180(1) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the contracting agencies is authorized by law to perform; and

WHEREAS, each Party is authorized by the laws of Nevada to perform or undertake various governmental functions and responsibilities as separate legal entities; and

WHEREAS, EFSPD has various powers and authority pursuant to NRS Chapter 318, including the provision of funding for recreational facilities within its geographic boundaries; and

WHEREAS, the County owns the Topaz Ranch Estates Park and various improvements located at 3838 Carter Drive, Wellington, Nevada ("TRE Park") that is located within EFSPD geographic boundaries, and the County manages the TRE Park for public park and recreation purposes; and

WHEREAS, the County has adopted a Capital Improvements Projects Budget for Fiscal Year 2023/2024 that includes the installation of a splash pad at the TRE Park that is budgeted for a County contribution in the total amount of \$146,000 (the "TRE Park Splash Pad Project"); and

WHEREAS, EFSPD is willing to supplement the County's budgeted funding for the TRE Park Splash Pad Project in an amount not to exceed \$50,000, for a total expected Project cost of \$196,000; and

WHEREAS, the County and EFSPD desire to enter into this Interlocal Agreement to provide partial funding for the TRE Park Splash Pad Project whereby EFSPD agrees to reimburse the County an amount not to exceed \$50,000 upon Douglas County's completion of the TRE Park Splash Pad Project.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the County and EFSPD agree as follows:

1. REQUIRED APPROVAL. This Agreement shall be approved by the Douglas County Board of County Commissioners and EFSPD Board of Trustees

2. TERM OF AGREEMENT. This Agreement shall commence on the date the Agreement is signed by both parties, and shall continue until Douglas County completes the TRE Park Splash Pad Project as detailed Paragraph 3 entitled "County's RESPONSIBILITIES," and EFSPD has paid its contribution described in Paragraph 4, but in no event shall the term of the Agreement exceed 2 years from the commencement date.

3. County's RESPONSIBILITIES.

a. County shall complete the TRE Park Splash Pad Project, and agrees to the following responsibilities related to the Project:

- i. Plan and design
- ii. Permit if necessary
- iii. Grading and slope protection.
- iv. Utility improvements and extensions
- v. Installation of a splash pad
- vi. Signage and other park fixtures if necessary
- vii. Signage recognizing EFSPD for the contribution
- viii. Construction Management
- ix. All ongoing operation cost of the splash pad
- x. All ongoing maintenance of the splash pad
- xi. Any and all additional cost associated with construction that exceeds total expected project cost of \$196,000.

4. EFSPD'S RESPONSIBILITIES.

- a. The EFSPD will reimburse County an amount not to exceed fifty thousand dollars (\$50,000.00) upon the County's completion of the TRE Park Splash Pad Project and its delivery of an invoice in the correct amount to EFSPD.
- b. If for any reason the TRE Park Splash Pad Project costs less than the total amount of \$196,000, then EFSPD's \$50,000 contribution towards the Project shall be reduced by a proportional amount.

5. OWNERSHIP AND OPERATION OF THE TRE PARK SPLASH PAD PROJECT. The County shall solely own and operate the TRE Park Splash Pad Project and all improvements constructed in connection therewith.

6. ENTIRE CONTRACT AND MODIFICATION. This Agreement contains the entire agreement between Parties relating to the subject matter and supersedes any and all oral or written agreements previously made by and between the Parties pertaining to the same subject matter. No change, amendment, alteration or modification of this Agreement will be effective unless documented in writing and executed by both parties.

7. ASSIGNMENT. This Agreement may not be assigned except by writing signed by both parties and shall be binding upon and inure to the benefit of the parties' respective successors and assigns.

8. TERMINATION. Prior to initiation of the TRE Park Splash Pad Project by the County, either party may terminate this Agreement for any reason upon thirty days (30) written notice to the other Party.

9. LIMITED LIABILITY. The Parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both Parties shall not be subject to punitive damages.

10. LIMITED OBLIGATION OF EFSPD. EFSPD's obligations under this Agreement are expressly limited to EFSPD's reimbursement of the County as detailed in Paragraph 4 herein. EFSPD shall have no obligation, duty, or liability whatsoever for, arising out of, or related to the contracting for or construction of the TRE Park Splash Pad Project by the County, County's agent, or any other third party.

11. NO THIRD PARTY BENEFICIARY. Nothing contained in this Agreement is intended to convey any rights or to create a contractual relationship with any third party, or to otherwise allow a third party to assert a cause of action against either Contractor or the County.

12. INDEMNIFICATION.

- a. To the fullest extent of limited liability as set forth in Paragraph 9 of this Agreement, County shall indemnify, hold harmless and defend, not excluding EFSPD's right to participate, EFSPD from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs, arising out of

any alleged negligent or willful acts or omissions of the County, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any Party or person described in this paragraph.

- b. The indemnification obligation under this paragraph is conditioned upon receipt of written notice by the County from EFSPD within 30 days of the indemnified Party's actual notice of any actual or pending claim or cause of action. The County shall not be liable to hold harmless EFSPD as to any attorneys' fees and costs for EFSPD's elective right to participate with legal counsel.

13. FORCE MAJEURE. Neither Party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to protests, strikes, legal impossibility, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, emergencies or acts of God, including, without limitation, earthquakes, floods, winds, wildfire, or storms. In such an event the intervening cause must not be through the fault of the Party asserting such an excuse, and the excused Party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases. In the event of an

emergency, as defined at NRS 414.0345 or NRS 455.090, either Party may make use of available water to perform any function of emergency management.

14. GOVERNING LAW: JURISDICTION. The laws of the State of Nevada shall be applied in interpreting and construing this Agreement. . In the event a dispute arises between the Parties, the Parties promise and agree to first meet and confer to resolve any dispute. If such meeting does not resolve the dispute, then the Parties agree to mediate any dispute arising from or relating to the Contract before an independent mediator mutually agreed to by the parties. The fee, rate or charge of the mediator will be shared equally by the Parties, who will otherwise be responsible for their own attorney's fees and costs. If mediation is unsuccessful, litigation may only proceed before a department of the Ninth Judicial Court of the State of Nevada in and for the County of Douglas that was not involved in the mediation process and attorney's fees and costs will be awarded to the prevailing party at the discretion of the court. The Parties mutually agree to not seek punitive damages against either Party.

15. SEVERABILITY. If any provision contained in this Agreement is held by a court of competent jurisdiction to be unenforceable, this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

16. PUBLIC RECORDS; CONFIDENTIALITY. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. Each Party shall keep confidential all information, in whatever form,

produced, prepared, observed or received by that Party to the extent that such information is confidential by law or otherwise required by this Agreement to be kept confidential. The Parties will have the duty to disclose unless a particular record is made confidential by this Agreement, by law, by a common law balancing of interests, or by the order of a court of competent jurisdiction.

17. NOTICES. All written notices under this Agreement shall be delivered to the following officials at the addresses stated:

Douglas County
Attn: County Manager
Post Office Box 218
Minden, Nevada 89423

East Fork Swimming Pool District
Attn: Director
1600 NV-88 #88,
Minden, NV 89423
(775) 782-8840

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first above written.

DOUGLAS COUNTY BOARD OF
COUNTY COMMISSIONERS

EAST FORK SWIMMING POOL
DISTRICT

By:

By:

Mark Gardner, Chairman

Sharon DesJardins, Chairman

Date:

Date:

ATTEST:

Amy Burgess, Douglas County Clerk

By: _____

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES**

AGENDA ACTION SHEET

Agenda Item #3

Title: Discussion Only. Discussion and update on the Capital Improvement Plan ongoing projects.

Background: East Fork Swimming Pool District contracted with Aquatic Design Group to complete an overall evaluation of the Carson Valley Swim Center's equipment. The capital improvement and maintenance priority list is a combination of that report along with the center's Director, Maintenance Supervisor and Project Manager's recommendations.

Funding: NA

Recommended Motion: Discussion only

Trustee Action: _____ **Approved**
_____ **Denied**
_____ **No Action**
_____ **Other**

**Carson Valley Swim Center
Capital Budget
Fiscal Year 2023/2024**

Construction Funds Available as of:

Local Government Investment Pool

August 31
\$ 2,389,818

2022/2023 Projects

- Eastside Expansion
- Splash Park (TRE)
- Roof Restoration ('22-'23)
- Project Management ('23-'24 Scott McCullough)
- Asset Mang Plan (rockwall, diving board, ada remodel, Slide seam work)
- Contingency ()

Company	2023/2024 Budget	Contract Amount/Expense	Remaining Amt. Payable
Plenium / TSK	1,187,245	1,187,245	1,170,584
Douglas County	50,000	50,000	50,000
CTR/Garland	212,755	164,850	164,850
Douglas County	13,000	13,000	13,000
Reserve Analyst	282,554	282,554	254,245
Contingency for Asset Mang	30,000	30,000	30,000
'23/'24 Capital Budget	1,775,554	1,727,649	

Remaining Construction Funds Available

1,682,679
\$ 707,139

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES**

AGENDA ACTION SHEET

Agenda Item #4

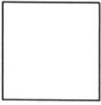
Title: Discussion Only. Discussion on design concepts and budget for the “Eastside Expansion Project” consisting of expanding the lobby and concession storage area.

Background: Since to approval of the “Eastside Expansion Project” in the 5yr CIP plan by the EFSPD Trustees and the approval of contracting with Plenum Builders, during a public board meeting, the Director and Project Manager moved forward with design concepts shared by the board and received projected project costs.

Funding: NA

Recommended Motion: Discussion Only.

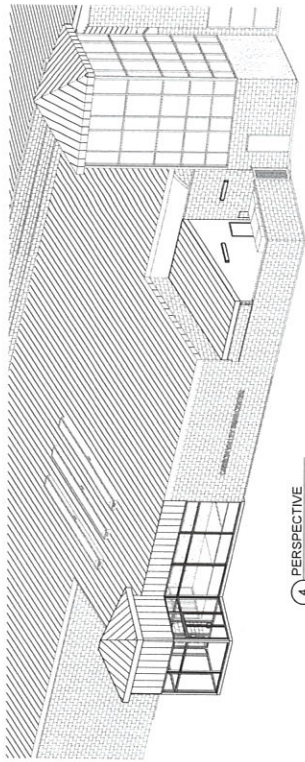
Trustee Action: _____ **Approved**
_____ **Denied**
_____ **No Action**
_____ **Other**



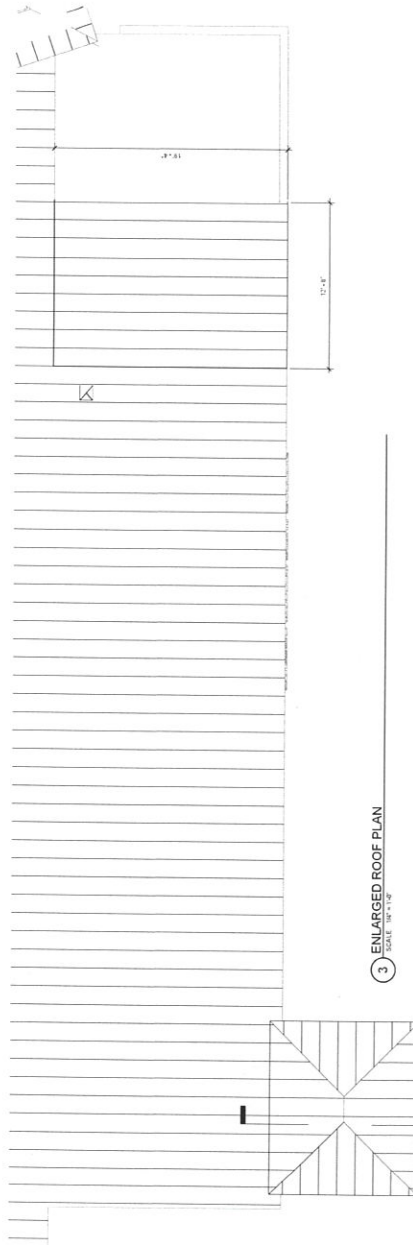
BID SET

REV.	DATE	REVISIONS	DESCRIPTION

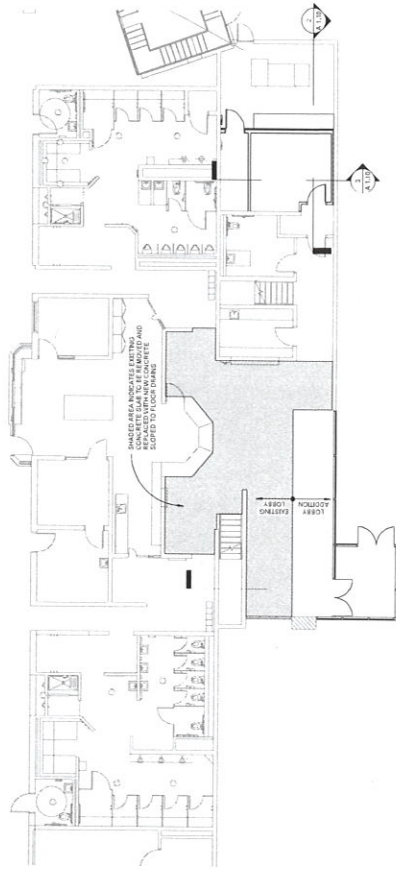
**CVSC LOBBY
 ADDITION**



4 PERSPECTIVE
 SCALE

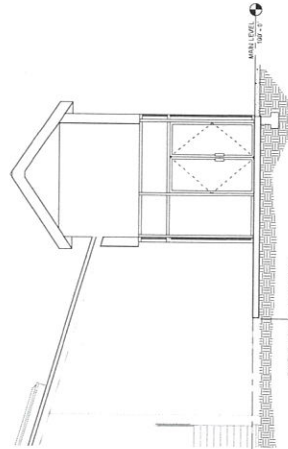


3 ENLARGED ROOF PLAN
 SCALE: 1/8" = 1'-0"



1 ENLARGED PLAN
 SCALE: 1/8" = 1'-0"

Option 1



2 BUILDING SECTION
 SCALE: 1/8" = 1'-0"



THESE DRAWINGS AND SPECIFICATIONS
 ARE THE PROPERTY OF TSK ARCHITECTS
 AND ENGINEERS. THEY ARE TO BE
 USED ONLY FOR THE PROJECT AND SITE
 IDENTIFIED WITHOUT THE ARCHITECTS
 AND ENGINEERS' WRITTEN PERMISSION.
 ANY REUSE, REPRODUCTION, OR
 ALTERATION OF THESE DOCUMENTS WITHOUT
 THE WRITTEN PERMISSION OF TSK ARCHITECTS
 AND ENGINEERS IS STRICTLY PROHIBITED.
 Copyright 1995-2003

Consultant



PLEASE RECYCLE
**CONCRESSION
 STORAGE ADDITION /
 EAST SIDE
 EXPANSION**

1600 NV-88, MINDEN,
 NV 89423

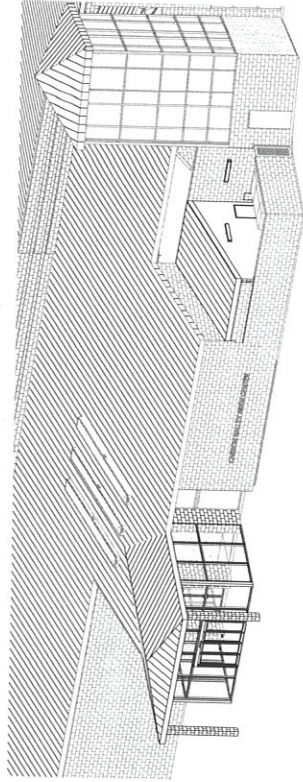
JOB NO. 21-08E.00
 Owner

SCHEMATIC DESIGN

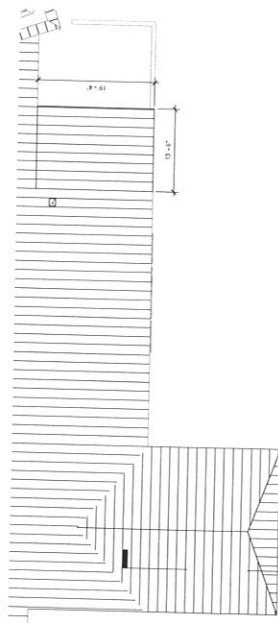
REV#	DATE	REVISIONS	DESCRIPTION

Sheet No.
**CV/LOBBY ADDITION
 SCHEME 2**

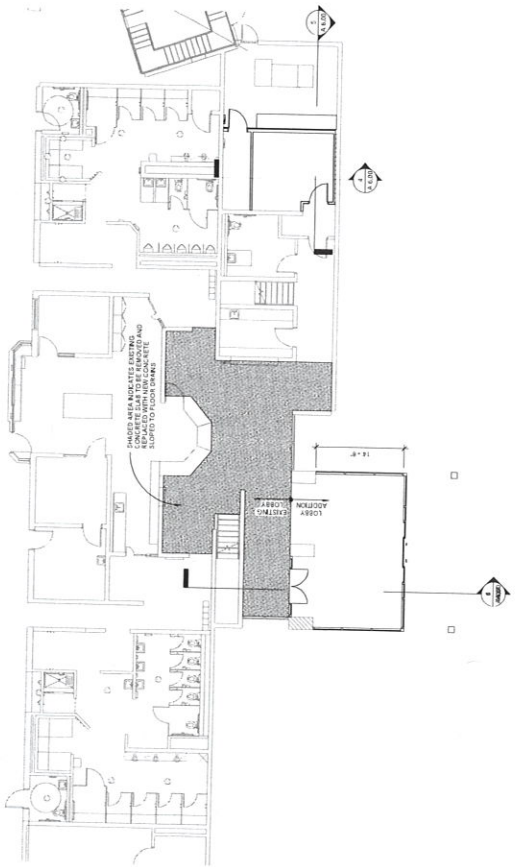
Date: AUGUST 11, 2023
 Sheet No.



3 PERSPECTIVE
 SCALE

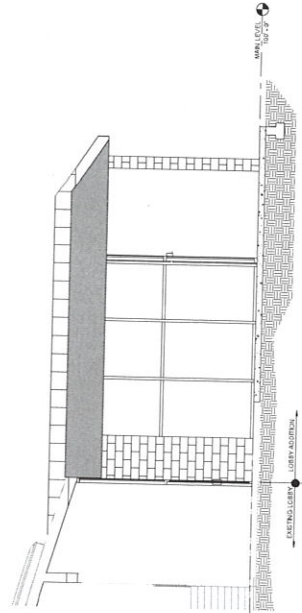


2 ENLARGED ROOF PLAN
 SCALE: 1/8" = 1'-0"



1 ENLARGED PLAN
 SCALE: 1/8" = 1'-0"

Option 2



4 BUILDING SECTION
 SCALE: 1/8" = 1'-0"



THESE DRAWINGS AND SPECIFICATIONS
 ARE TO BE USED ONLY FOR THE PROJECT
 IDENTIFIED HEREIN. ANY REUSE OR
 MODIFICATION OF THESE DRAWINGS
 WITHOUT THE WRITTEN CONSENT OF
 THE ARCHITECT IS STRICTLY PROHIBITED.
 THE ARCHITECT ASSUMES NO LIABILITY
 FOR ANY ERRORS OR OMISSIONS.
 Copyright 1992-2017

Consultant

PLEASE RECYCLE

CONCRESSION STORAGE ADDITION / EAST SIDE EXPANSION

1600 NW-88, MINDEN,
 NV 89423

JOB No. 21-085-00
 OWNER

SCHEMATIC DESIGN

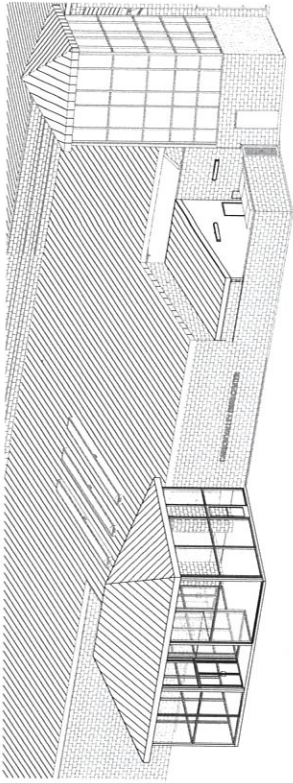
REV	DATE	REVISIONS	DESCRIPTION

Sheet No.
**CVSC LOBBY
 ADDITION**

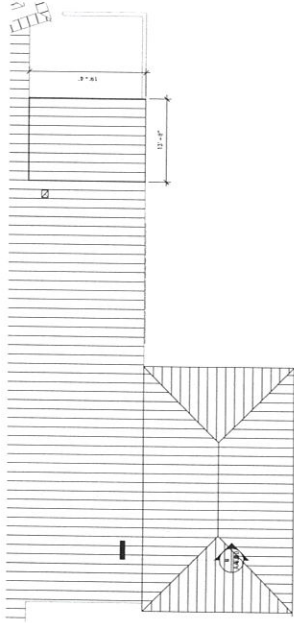
Date: AUGUST 11, 2023
 Sheet No.

A.0

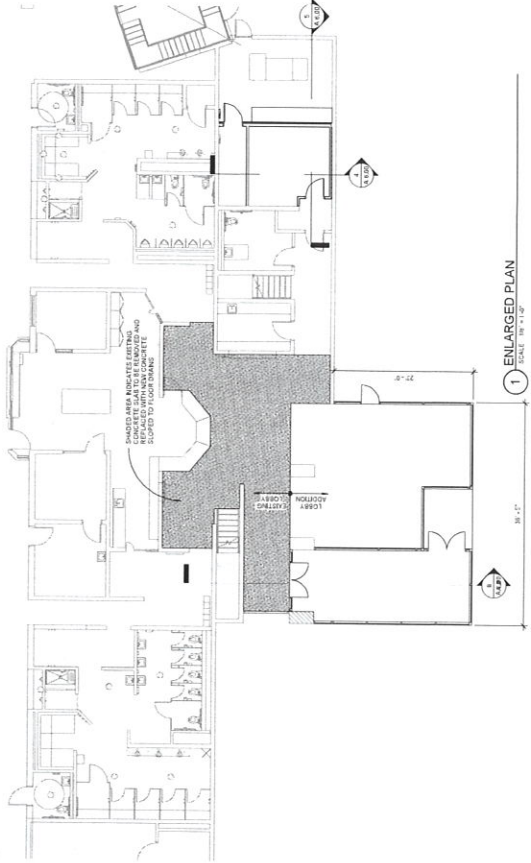
Option 3



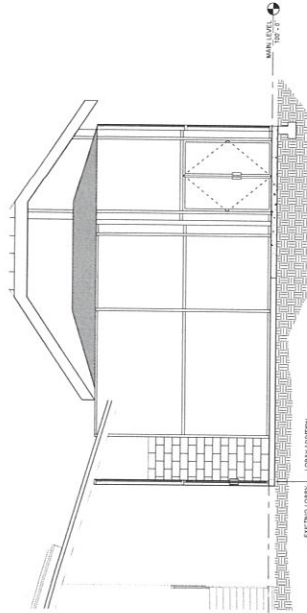
4 PERSPECTIVE
 SCALE



3 ENLARGED ROOF PLAN
 SCALE 1/8" = 1'-0"



1 ENLARGED PLAN
 SCALE 1/8" = 1'-0"



2 BUILDING SECTION
 SCALE 1/8" = 1'-0"



August 31, 2023

Re: Carson Valley Swim Center
Subject: East Expansion & Storage Addition

Plenium Builders is very appreciative of its partnership with CVSC on this endeavor and is providing you today with the following milestone deliverables to assist with planning and executing the project successfully:

- Detailed SD Estimate
- SD Constructability & Design Review Comments

Schematic Design Estimate:

Labor, Materials & Equipment	\$ 967,612
General Liability (1%)	\$ 9,676
P&P Bond	\$ 9,384
Builders Risk (1%)	\$ 12,764
CMAR Fee (8%)	\$ 79,955
Contractor Contingency (7.5%)	\$ 80,954
Design Contingency (10%)	\$ 116,035
Total	\$1,276,380

Area Breakout:

Lobby Expansion Total (w/ Markups): \$ 851,512

Storage Addition Total (w/ Markups): \$ 424,868

Schedule

- Construction Schedule is based on a 5 month duration.
- Detailed SD Construction Schedule will be provided next week.

Thank you again for the opportunity to be your CMAR on the East Expansion & Storage Addition project and please feel free to reach out to me if you have any questions. We look forward to discussing this in detail with you soon.

Sincerely,

A handwritten signature in blue ink that reads "Devin Harrill".

Plenium Builders
Devin Harrill
Estimator

Bid Item	Group	Phase	Description	Takeoff Quantity	Labor Hours	Labor Productivity	Labor Price	Labor Amount	Material Price	Material Amount	Sub Price	Sub Amount	Equip Price	Equip Amount	Total Cost/Unit	Total Amount
04220			CONCRETE MASONRY UNITS Level (New) Opening	5.00 LF 540.00 SF 540.00 SF 540.00 SF							125.00 /LF 2.00 /SF 13.40 /SF 13.40 /SF	750 1,680 7,235 7,235				750 1,680 7,235 7,235
05000			MASONRY METALS													
05210			METAL JOISTS/GIRDERS													
			J1 - 12' Joint	20.00 LF												
			J2 - 12' Joint	20.00 LF												
05310			METAL JOISTS/GIRDERS METAL DECK	20.00 LF 540.00 SF					/LF		250.00 /LF 250.00 /LF	5,000 10,000				5,000 10,000
05510			Metal Roof Deck METAL DECK MISC. METALS	255.00 SF 540.00 SF					/SF		12.50 /SF	3,188 3,188				3,188 3,188
			Misc. Metals													
			1/4"x4" Bent Plate w/ 3/4" HD's	540.00 SF							4.00 /SF	2,160				2,160
			1/4"x4" Bent Plate w/ 3/4" HD's	20.00 LF							15.00 /LF	300				300
			L4x4x1/4 Ledger w/ 3/4" HD's	20.00 LF							25.00 /LF	500				500
			PL1/2"x3/4" w/ 3/4" 18' Anchors	9.00 EA							150.00 /EA	1,350				1,350
			4-1/2"x3/4"x20 Cont. Plate	13.00 LF							25.00 /LF	325				325
			11-1/4"x3/4"x12" Cont. Plate w/ (4) 3/4"x8-11/2" Anchors	13.00 LF							50.00 /LF	650				650
			3-3/4"x3/4" Plate	13.00 LF							25.00 /LF	325				325
			PL 1/2"x3/4"x12" w/ (3) 3/4" 18' Anchors	13.00 LF							25.00 /LF	325				325
			MISC. METALS	540.00 SF								6,025 19,213				6,025 19,213
06000			WOOD & PLASTICS ROUGH CARPENTRY													
05105			Rough Carpentry	540.00 SF 540.00 SF 540.00 SF			/SF				1.00 /SF	540 540 540				540 540 540
07000			ROUGH CARPENTRY WOOD & PLASTICS THERMAL/MOISTURE PROTECT													
07210			BUILDING INSULATION													
			R-12 2" Rigid Insulation, Mech Fastened (G1)	127.00 SF							2.50 /SF	318				318
			R-19 Batt Insulation (Exterior Wall)	232.00 SF							2.50 /SF	580				580
			Batt Insulation, Mech Fastened to Metal Deck	232.00 SF							2.50 /SF	580				580
			1-1/2" Rigid Insulation at Sloice	232.00 SF							2.50 /SF	580				580
07410			BUILDING INSULATION METAL ROOFWALL PANELS	540.00 SF							2.50 /SF	1,350				1,350
			Standing Seam Metal Roofing w/ Densdeck & Vapor Barrier	320.00 SF							50.00 /SF	16,000				16,000
			Turn-Down Metal Roofing Fascia	300.00 SF							75.00 /SF	22,500				22,500
			Standing Seam Metal Roofing w/ Densdeck & Vapor Barrier	198.00 SF							50.00 /SF	9,900				9,900
			Turn-Down Metal Roofing Fascia	198.00 SF							75.00 /SF	14,850				14,850
07520			METAL ROOFWALL PANELS SHEET METAL FLASHING/TRIM	540.00 SF								8,100 56,500				8,100 56,500
			Sheet Metal Flashing & Trim	540.00 SF							2.00 /SF	1,080				1,080
07640			SHEET METAL FLASHING/TRIM PRESTOPPING	540.00 SF								1,080				1,080
			Prestopping & Caulking	540.00 SF							1.00 /SF	540				540
07820			PRESTOPPING JOINT SEALANTS	540.00 SF								540				540
			Sealing & Caulking	540.00 SF							2.00 /SF	1,080				1,080
08000			JOINT SEALANTS THERMAL/MOISTURE PROTECT DOORS & WINDOWS													
08110			DOORS & WINDOWS METAL DOORS & FRAMES	540.00 SF								1,080 61,315				1,080 61,315
			HM Door, Frame & Hardware (102)	1.00 EA	8	8.000 HR/EA	75.00 /HR	600	3,000.00 /EA	3,000	EA	3,000				3,000
			HM Door, Frame & Hardware (103)	1.00 EA	8	8.000 HR/EA	75.00 /HR	600	3,000.00 /EA	3,000	EA	3,000				3,000
			METAL DOORS & FRAMES	540.00 SF	16			1,200		6,000		6,000				6,000
			DOORS & WINDOWS	540.00 SF	16			1,200		6,000		6,000				6,000
09000			FINISHES PORTLAND CEMENT PLASTER													
09120			PORTLAND CEMENT PLASTER 3-Coat Sllice System w/ 1-1/2" Rigid Insulation & Air Barrier	232.00 SF 540.00 SF							30.00 /SF	6,960				6,960
09150			PORTLAND CEMENT PLASTER GYPSUM WALL BOARD	244.00 SF 332.00 SF							17.00 /SF 21.50 /SF 24.00 /SF	4,148 7,132 7,968				4,148 7,132 7,968
			2-1/2" Metal Stud w/ Gypsum 1-side (G1)	244.00 SF							17.00 /SF	4,148				4,148
			3-5/8" Metal Stud w/ Gypsum 2-sides (B1)	244.00 SF							21.50 /SF	5,246				5,246
			6" Metal Stud w/ Gypsum 1-side / Densglass 1-side (Exterior Wall)	332.00 SF							24.00 /SF	7,968				7,968

Bid Item	Group	Phase	Description	Takeoff Quantity	Labor Hours	Labor Productivity	Labor Price	Labor Amount	Material Price	Material Amount	Sub Price	Sub Amount	Equip Price	Equip Amount	Total Cost/Unit	Total Amount
		0950	GYPSUM WALL BOARD Cypsum Soffit	20.00 SF							50.00 /SF	1,000			50.00 /SF	1,000
			Patch & Repair	540.00 SF							2.78 /SF	1,500			2.78 /SF	1,500
		09510	Exterior Wall Engineering GYPSUM WALL BOARD	1.00 LS							8,000.00 /LS	8,000			8,000.00 /LS	8,000
			ACOUSTIC CEILING	24 ACT							43.47 /SF	23,473			43.47 /SF	23,473
		09550	ACOUSTIC CEILING	173.00 SF							12.50 /SF	2,163			12.50 /SF	2,163
			RESILIENT FLOORING	540.00 SF							4.00 /SF	2,163			4.00 /SF	2,163
		09670	4in. Rubber Base RESILIENT FLOORING	123.00 LF							4.50 /LF	554			4.50 /LF	554
			RESILIENT FLOORING	540.00 SF							6.00 /SF	3,240			6.00 /SF	3,240
		09910	Sealed Concrete (F-1) FLUID APPLIED FLOORING	276.00 SF							6.00 /SF	1,650			6.00 /SF	1,650
			PAINTING	540.00 SF							3.06 /SF	1,650			3.06 /SF	1,650
			Paint Exposed Ceilings	90.00 SF							2.50 /SF	225			2.50 /SF	225
			N. CMU Wall Flashing & Reveal Painting	1,165.00 SF							2.50 /SF	2,913			2.50 /SF	2,913
			Paint (E) CMU at Mech Yard	1,955.00 SF							1.50 /SF	1,583			1.50 /SF	1,583
			Touch-Up	857.00 SF							1.50 /SF	1,301			1.50 /SF	1,301
			PAINTING	540.00 SF							1.85 /SF	1,000			1.85 /SF	1,000
			FINISHES	540.00 SF							7.024	4,120			7.024	4,120
		16000	MECHANICAL PLUMBING	540.00 SF							27.78 /SF	15,000			27.78 /SF	15,000
			Plumbing	65.00 LF							25.00 /LF	1,625			25.00 /LF	1,625
			Demo 2" Gas Lines	1.00 EA							500.00 /EA	500			500.00 /EA	500
			Demo Wall Hydrant & Cap	540.00 SF							15.00 /SF	8,100			15.00 /SF	8,100
		16300	FIRE PROTECTION	540.00 SF							30.00 /SF	16,200			30.00 /SF	16,200
			Fire Protection	540.00 SF							1,000.00 /EA	18,200			1,000.00 /EA	18,200
			MECHANICAL	540.00 SF							33.79 /SF	18,200			33.79 /SF	18,200
			PLUMBING	540.00 SF							31.71 /SF	17,125			31.71 /SF	17,125
		16810	HVAC	540.00 SF							15.00 /SF	8,100			15.00 /SF	8,100
			Safe-Off / Reheate Heat Pumps	540.00 SF							30.00 /SF	16,200			30.00 /SF	16,200
			HVAC	2.00 EA							1,000.00 /EA	2,000			1,000.00 /EA	2,000
		16000	MECHANICAL ELECTRICAL	540.00 SF							30.00 /SF	16,200			30.00 /SF	16,200
			Electrical	540.00 SF							16.00 /SF	8,640			16.00 /SF	8,640
			Safe-Off / Reheate Electrical (N) Door Opening	1.00 EA							2,000.00 /EA	2,000			2,000.00 /EA	2,000
			Demo Panel Board LM1	2.00 EA							500.00 /EA	1,000			500.00 /EA	1,000
			Disconnect & Extended Equipment Wiring	2.00 EA							500.00 /EA	1,000			500.00 /EA	1,000
			Remove All Disconnects & Equipment	2.00 EA							500.00 /EA	1,000			500.00 /EA	1,000
			Reheate Irrigation Controller & Components	1.00 EA							500.00 /EA	500			500.00 /EA	500
			Reheate Transformer - Demo Conduits & Wiring	1.00 EA							500.00 /EA	500			500.00 /EA	500
			ELECTRICAL	540.00 SF							2,500.00 /EA	13,500			2,500.00 /EA	13,500
			1 - Storage Storage Addition	540.00 SF							16,140	16,140			16,140	16,140
			Lobby Expansion	540.00 SF							20,889 /SF	11,280			20,889 /SF	11,280
		01000	GENERAL CONDITIONS	540.00 SF							17,245	198,006			17,245	198,006
		01310	PROJECT MANAGEMENT	218							91,638	198,006			91,638	198,006
			Project Manager	218							120.00 /HR	26,160			120.00 /HR	26,160
			Project Administrator	50							55.00 /HR	2,750			55.00 /HR	2,750
			FIELD PERSONNEL	298							28,850	28,850			28,850	28,850
		01320	FIELD PERSONNEL	500							110.00 /HR	55,000			110.00 /HR	55,000
			CONSTRUCTION DOCUMENTS	433							47,575	47,575			47,575	47,575
			EXTRA PLANS	500							50.00 /SET	25,000			50.00 /SET	25,000
			CONSTRUCTION DOCUMENTS	250							50.00 /SET	12,500			50.00 /SET	12,500
			SUBMITTALS	250							50.00 /SET	12,500			50.00 /SET	12,500
			Project Management Collaborative Software	1.00 LS							1,105.00 /LS	1,105			1,105.00 /LS	1,105
			SUBMITTALS	8.00							1,105	8,840			1,105	8,840
		01500	TEMPORARY UTILITIES	5.00							221.00 /MO	1,105			221.00 /MO	1,105
			Temp Power and Lights	5.00							250.00 /MO	1,250			250.00 /MO	1,250
				10							410.00 /MO	4,100			410.00 /MO	4,100
				16							250.00 /MO	4,000			250.00 /MO	4,000
				2,695							596.46 /SF	158,000			596.46 /SF	158,000

Bid Item	Group	Phase	Description	Takeoff Quantity	Labor Hours	Labor Productivity	Labor Price	Labor Amount	Material Price	Material Amount	Sub Price	Sub Amount	Equip Price	Equip Amount	Total Cost/Unit	Total Amount
01510			TEMPORARY UTILITIES CONSTRUCTION FACILITIES	5.00 MO	10			550		250				1,250	410.00 /MO	2,050
			Temporary Man Stations	5.00 MO	887		/MO		175.00 /MO	875					175.00 /MO	875
			Chemical Toilet (1/10me)	5.00 MO	750				150.00 /MO	750					150.00 /MO	750
			Ice Cups & Water	21.00 WK	887				25.00 /WK	525					25.00 /WK	525
01520			CONSTRUCTION FACILITIES SECURITY & SAFETY	6.00 MO	887					2,150					430.00 /MO	2,150
			Safety Equipment	5.00 MO	887		/MO		75.00 /MO	375					75.00 /MO	375
			SECURITY & SAFETY	6.00 MO	887					375					75.00 /MO	375
01530			TEMPORARY CONSTRUCTION TEMPORARY CONSTRUCTION	450.00 LF							2.50 /LF	1,125			2.50 /LF	1,125
			TEMPORARY CONSTRUCTION	5.00 MO							1,125				225.00 /MO	1,125
01550			PROJECT IDENTIFICATION Project Sign	1.00 EA			HR / EA		375.00 /EA	375					375.00 /EA	375
			Wayfinding Signage	1.00 LS			HR / LS		500.00 /LS	500					500.00 /LS	500
01740			PROJECT CLEANING PROJECT IDENTIFICATION	5.00 MO	210					3,250	0.38 /SF	614			175.00 /MO	875
			Continuous Cleanup	21.00 WK	210	10,000 HR /WK	55.00 /HR	11,550							550.00 /WK	11,550
			Dumpster	10.00 EA					325.00 /EA	3,250					325.00 /EA	3,250
01745			Final Cleanup PROJECT CLEANING	1,815.00 SF						614		614			0.38 /SF	614
			WINTER PROTECTION	5.00 MO	210			11,550		3,250		614			3,082.14 /MO	15,414
01910			Temp Building Heat EQUIPMENT	1.00 MO		HR / MO	HR		1,250.00 /MO	1,250			500.00 /MO	500	1,750.00 /MO	1,750
			Misc Tools & Equipment	5.00 MO	13	2,500 HR /MO	75.00 /HR	938						395.00 /MO	938	1,750
			Forklift	5.00 MO	13	HR / MO	HR		300.00 /MO	1,500			250.00 /MO	1,250	437.50 /MO	2,188
02000			EQUIPMENT GENERAL CONDITIONS	5.00 MO	13			88		1,500			1,500.00 /MO	7,500	1,800.00 /MO	9,000
			SITING	5.00 MO	2,666			88,463		11,000		1,739		15,000	2,237.50 /MO	11,188
02225			SELECTIVE DEMOLITION Sawcut & Demo SOG	840.00 SF	235	4,000 SF /HR	75.00 /HR	17,625	2.25 /SF	2,115	- /SF		5.00 /SF	4,700	26.00 /SF	24,440
			Demo Masonry Columns	160.00 SF	64	2,500 SF /HR	75.00 /HR	4,800	- /SF	4,800	- /SF		- /SF	30.00 /SF	4,800	4,800
			Demo Exterior Wall /Stairfront	475.00 SF	95	5,000 SF /HR	75.00 /HR	7,125	- /SF	7,125	- /SF		- /SF	15.00 /SF	7,125	7,125
			Shore Roof Structure	1.00 LS		LS /HR	75.00 /HR				50,000.00 /LS	50,000			50,000.00 /LS	50,000
			Sawcut & Demo Sidewalk	285.00 SF	71	4,000 SF /HR	75.00 /HR	5,344	2.25 /SF	644	- /SF		5.00 /SF	1,425	26.00 /SF	7,419
			Rebate Benches / Tables / Trash Cans	6.00 EA	3	0.500 HR /EA	75.00 /HR	225	- /EA		- /EA		- /EA	37.50 /EA	225	225
			Demo Standing Steam Facia	88.00 SF	16	5,000 SF /HR	75.00 /HR	1,320	- /SF		- /SF		- /SF	15.00 /SF	1,320	1,320
			Demo Gutters	35.00 LF	14	2,500 LF /HR	75.00 /HR	1,950	- /LF		- /LF		- /LF	30.00 /LF	1,950	1,950
			Rebate Lockers	25.00 EA	13	0.500 HR /EA	75.00 /HR	938	- /EA		- /EA		- /EA	37.50 /EA	938	938
			Front Deck Protection	1.00 LS		HR /LS	75.00 /HR		1,000.00 /LS	1,000					1,000.00 /LS	1,000
			Shelffront Protection	100.00 SF		HR /SF	75.00 /HR		750	750					7.50 /SF	750
			Locker Room Enclosure	260.00 SF		HR /SF	75.00 /HR		1,950	1,950					7.50 /SF	1,950
			Sawcut & Demo Footings	130.00 SF	65	2,000 SF /HR	75.00 /HR	4,875	2.25 /SF	293	- /SF		5.00 /SF	650	44.75 /SF	5,818
			Hand Demo Concrete Around Front Desk	25.00 LF		LF /HR	75.00 /HR				50.00 /LF	1,250			50.00 /LF	1,250
02395			SELECTIVE DEMOLITION SURVEYING	1,075.00 SF	577			43,301	- /LF	3,649		64,956		6,775	100.93 /SF	168,979
			Survey	1,075.00 SF							1.50 /SF	1,613			1.50 /SF	1,613
			SURVEYING	1,075.00 SF							1.613	1,613			1.613 /SF	1,613
02310			GRADING Recompact Sub Base	1,075.00 SF		SF /HR	- /HR				2.50 /SF	2,688			2.50 /SF	2,688
			GRADING	1,075.00 SF							2.688	2,688			2.688 /SF	2,688
02315			EXCAVATION & FILL Scarfing & Compact	1,075.00 SF							1.50 /SF	1,613			1.50 /SF	1,613
			EXCAVATION & FILL	1,075.00 SF							1.613	1,613			1.613 /SF	1,613
02320			BUILDING EXCAVATION Excavate Footings	18.00 CY		CY /HR	- /HR				150.00 /CY	2,700			150.00 /CY	2,700
			Plumbing TAB	38.00 CY			/HR				150.00 /CY	5,400			150.00 /CY	5,400
02320			BUILDING EXCAVATION BASE COURSES	1,075.00 SF							8.100	8,100			7.63 /SF	8,100
02320			BUILDING EXCAVATION BASE COURSES	1,075.00 SF							4.838	4,838			4.50 /SF	4,838
02320			BUILDING EXCAVATION BASE COURSES	150.00 SF							4.50 /SF	675			4.50 /SF	675
02395			Aggregate Base @SOG LANDSCAPE SUBCONTRACT	1,075.00 SF							5.513	5,813			5.13 /SF	5,513

Sld Item	Group	Phase	Description	Takeoff Quantity	Labor Hours	Labor Productivity	Labor Price	Labor Amount	Material Price	Material Amount	Sub Price	Sub Amount	Equip Price	Equip Amount	Total Cost/Unit	Total Amount
		02905	LANDSCAPE SUBCONTRACT													
			Landscape & Irrigation Repair	2,940.00 SF							2.50 /SF	7,350			2.50 /SF	7,350
		02995	LANDSCAPE SUBCONTRACT													
			SITE CONCRETE													
			Sidewalks	150.00 SF							7.50 /SF	1,125			7.50 /SF	1,125
			SITE CONCRETE	1,075.00 SF											1.05 /SF	1,125
			SITE CONCRETE	1,075.00 SF	577			43,301	3,049					6,775	128.58 /SF	138,675
		03110	C&T IN PLACE CONCRETE													
			3" SG Column Footings	6.00 EA							2,500.00 /EA	15,000			2,500.00 /EA	15,000
			Continuous Footings	60.00 LF							275.00 /LF	16,500			275.00 /LF	16,500
			4" Sub-on-Grade	1,075.00 SF							12.50 /SF	13,438			12.50 /SF	13,438
			Base Plate Grouting	6.00 EA							250.00 /EA	1,500			250.00 /EA	1,500
			Locker Base	20.00 SF							150.00 /SF	3,000			150.00 /SF	3,000
			C&T IN PLACE CONCRETE	1,075.00 SF											45.89 /SF	49,438
			CONCRETE	1,075.00 SF											45.89 /SF	49,438
		05120	STRUCTURAL STEEL													
			Structural Steel	10.00 TON							750.00 /TON	7,500			750.00 /TON	7,500
			STRUCTURAL STEEL	1,075.00 SF											69.77 /SF	75,000
		05310	METAL DECK													
			Metal Roof Deck	185.00 SF							12.50 /SF	2,313			12.50 /SF	2,313
			METAL DECK	1,075.00 SF							2.15 /SF	2,313			2.15 /SF	2,313
		05510	MISC METALS													
			Misc. Metals	1,075.00 SF							5.00 /SF	5,375			5.00 /SF	5,375
			MISC METALS	1,075.00 SF											76.92 /SF	82,688
		06105	ROUGH CARPENTRY													
			Rough Carpentry	1,075.00 SF							1.00 /SF	1,075			1.00 /SF	1,075
			Exterior Leaky Wall Opening Barrier	600.00 SF							15.00 /SF	9,000			15.00 /SF	9,000
			ROUGH CARPENTRY	1,075.00 SF											9.37 /SF	10,075
			WOOD & PLASTICS	1,075.00 SF											9.37 /SF	10,075
		07110	BUILDING INSULATION													
			Butt Insulation, Mech Fastened to Metal Deck	185.00 SF							2.50 /SF	463			2.50 /SF	463
			1-1/2" Rigid Insulation at Stucco	595.00 SF							2.50 /SF	1,488			2.50 /SF	1,488
			BUILDING INSULATION	1,075.00 SF											1.81 /SF	1,950
			SHEET METAL FLASHING/TRIM	1,075.00 SF												
		07120	SHEET METAL FLASHING/TRIM													
			Sheet Metal Flashing & Trim	1,075.00 SF							2.00 /SF	2,150			2.00 /SF	2,150
			SHEET METAL FLASHING/TRIM	1,075.00 SF											2.00 /SF	2,150
		07110	ROOF SPECIALTIES													
			Gutters & Downspouts	40.00 LF							75.00 /LF	3,000			75.00 /LF	3,000
			ROOF SPECIALTIES	1,075.00 SF											2.79 /SF	3,000
		07140	FIRESTOPPING													
			Firestopping & Caulking	1,075.00 SF							1.00 /SF	1,075			1.00 /SF	1,075
			FIRESTOPPING	1,075.00 SF											1.00 /SF	1,075
		07120	JOINT SEALANTS													
			Sealing & Caulking	1,075.00 SF							1.50 /SF	1,613			1.50 /SF	1,613
			JOINT SEALANTS	1,075.00 SF											1.50 /SF	1,613
			THERMAL/MOISTURE PROTECT	1,075.00 SF											9.10 /SF	9,788
		08010	DOORS & WINDOWS													
			METAL FRAMED STOREFRONTS	578.00 SF							100.00 /SF	57,800			100.00 /SF	57,800
			METAL FRAMED STOREFRONTS	121.00 SF							85.00 /SF	10,285			85.00 /SF	10,285
			Interior Storefront	1.00 EA							10,000.00 /EA	10,000			10,000.00 /EA	10,000
			Interior Storefront Pair Doors	1.00 EA							7,500.00 /EA	7,500			7,500.00 /EA	7,500
			METAL FRAMED STOREFRONTS	1,075.00 SF											79.61 /SF	85,585
			DOORS & WINDOWS	1,075.00 SF											79.61 /SF	85,585
			FINISHES	85.585												
			METAL FRAMED STOREFRONTS	85.585												
		08110	PORTLAND CEMENT PLASTER													
			Exterior Storefront	578.00 SF							100.00 /SF	57,800			100.00 /SF	57,800
			Interior Storefront	121.00 SF							85.00 /SF	10,285			85.00 /SF	10,285
			Exterior Storefront Pair Doors	1.00 EA							10,000.00 /EA	10,000			10,000.00 /EA	10,000
			Interior Storefront Pair Doors	1.00 EA							7,500.00 /EA	7,500			7,500.00 /EA	7,500
			METAL FRAMED STOREFRONTS	1,075.00 SF											79.61 /SF	85,585
			DOORS & WINDOWS	1,075.00 SF											79.61 /SF	85,585
			FINISHES	85.585												
			METAL FRAMED STOREFRONTS	85.585												
		09210	PORTLAND CEMENT PLASTER													
			3-Coat Stucco System w/ 1-1/2" Rigid Insulation & Air Barrier	585.00 SF							30.00 /SF	17,550			30.00 /SF	17,550
			PORTLAND CEMENT PLASTER	1,075.00 SF							16.60 /SF	17,850			16.60 /SF	17,850
		09220	GYPSONUM WALL BOARD													
			6" Metal Studs w/ Gypsum 1-side / Demoglass 1-side (Exterior Wall)	585.00 SF							22.00 /SF	12,890			22.00 /SF	12,890
			Exterior Wall Engineering	1.00 LS							5,000.00 /LS	5,000			5,000.00 /LS	5,000

Bid Item	Group	Phase	Description	Takeoff Quantity	Labor Hours	Labor Productivity	Labor Price	Labor Amount	Material Price	Material Amount	Sub Price	Sub Amount	Equip Price	Equip Amount	Total Cost/Unit	Total Amount
		08870	GYPSUM WALL BOARD FLUID APPLIED FLOORING Anti-Slip Concrete Coating	1,075.00 SF 1,075.00 SF 1,075.00 SF							15.00 /SF 12.50 /LF 16.86 /SF	18,090 16,125 2,060 16,125			16.83 /SF 15.00 /SF 12.50 /LF 16.86 /SF	18,990 16,125 2,000 16,125
		08910	Coated Base FLUID APPLIED FLOORING PAINTING Paint Gypsum Paint Exposed Steel Paint Exposed Ceiling Touch-Up	594.00 SF 195.00 LF 1,075.00 SF 3,150.00 SF 1,075.00 SF 1,075.00 SF							1.50 /SF 7.50 /LF 2.50 /SF 1.00 /SF 1.50 /SF	893 1,443 2,688 1,075 4,728 10,443 64,808			1.50 /SF 7.50 /LF 2.50 /SF 1.00 /SF 1.50 /SF	893 1,443 2,688 1,075 4,728 10,443 64,808
15090			MECHANICAL PLUMBING Plumbing PLUMBING	1,075.00 SF 1,075.00 SF							40.00 /SF	43,000 43,000			40.00 /SF 40.00 /SF	43,000 43,000
15300			FIRE PROTECTION Fire Protection	1,075.00 SF							6.50 /SF	6,988			6.50 /SF	6,988
15510			FIRE PROTECTION HVAC	1,075.00 SF							6.50 /SF	6,988			6.50 /SF	6,988
			HVAC HVAC Safe-Off & Demo HVAC	1,075.00 SF 1,075.00 SF 1,075.00 SF							18.00 /SF 1.00 /SF	19,350 1,075 20,425 70,413			18.00 /SF 1.00 /SF	19,350 1,075 20,425 70,413
16000			MECHANICAL ELECTRICAL ELECTRICAL	1,075.00 SF							16.00 /SF 2.00 /SF	17,200 2,166 19,356 19,356			16.00 /SF 2.00 /SF	17,200 2,166 19,356 19,356
16010			Electrical Electrical Safe-Off & Demo ELECTRICAL ELECTRICAL	1,075.00 SF 1,075.00 SF 1,075.00 SF							16.00 /SF 2.00 /SF	17,200 2,166 19,356 19,356			16.00 /SF 2.00 /SF	17,200 2,166 19,356 19,356
			2 - Lobby Expansion	1,075.00 SF	3,243			132,764		14,064		476,831		31,775	600.49 /SF	646,524

Estimate Totals

Description	Amount	Hours	Rate
Labor	224,401	5,837.950 hrs	
Material	31,209		
Subcontract	6,452		
Equipment	36,975		
Other	987,612	7,237,060 hrs	
Totals	987,612		
General Liability	9,676		1,000 %
Auto & Bond	9,364		1,000 %
Builder's Risk	31,824		899,436
Fee	79,655		8,000 %
Contractor Contingency	80,854		1,079,331
Design Contingency	116,035		7,500 %
Total	1,276,360		10,000 %

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES**

AGENDA ACTION SHEET

Agenda Item #5

Title: For Possible Action. Discussion and possible action to cancel individual Trustee email addresses and have one EFSPD email for the Chair and Vice Chair to have for public correspondence.

Background: Originally the elected EFSPD Trustees were using their personal emails for public correspondence. The Board then moved away from that practice having the staff create individual email addresses through GoDaddy. By having only one email for the Chair and Vice Chair it would save the district \$287.52 annually.

If correspondence is directed for the entire board or a different individual the email would be forwarded to the other trustees personal email accounts.

Funding: NA

Recommended Motion: Move to approve the cancelation of individual Trustee email addresses and have one EFSPD email for the Chair and Vice Chair to have for public correspondence.

Trustee Action: _____ **Approved**
_____ **Denied**
_____ **No Action**
_____ **Other**

CVSC September 2023 Director's Report

User Attendance: See board binder documents.

- August 2022 Attendance was 15,621. August 2023 Attendance was 14,787

Programming, Staffing and Training:

- High Country meet was a successful for the DDST having over 350 registered swimmers over 3 days
- Full-time employees, SR. LG's, and select part-time employees went through Narcan training provided by the Partnership of Community Resources. We have it onsite for anyone's use if warranted.
- August 21st DCSD Students went back to school and we move into our Fall/Winter hours and programming.
- Monthly Leadership Team meeting was conducted.
- Monthly In-Service Training/Meeting was conducted by all supervisors.
- Multiple Full-time employees went through the website training with our CGI Partners/Web Designers.
- Session, Drop-In and Private swim and dive lessons are combined numbers and classes have been successful (see attached #'s)
- Water Aerobics Class attendance is staying steady at 35+ participants in the morning classes. Evening classes are smaller but well likes and attended. 9:45 classes have been moved outside on nice days.

Marketing and Public Relations

- Shannon attended the NRPS Executive meeting and the NRPS Aquatics meeting
- Shannon attended the Chamber's "Women in Business" coffee meet and greet.
- Justin worked with Shannon on the Districts "Impact Report" that can be found on the website.
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah & Catherine).
- Website updates (Tyler), Google Business updates (Shannon), Alignable updates (Shannon)
- Publications: Carson Valley Business Directory, Getaway Reno/Tahoe Area, Best of CV, Almanac, Record Courier.
- CGI Marketing Group continues to do a good job managing our online reputation with Google, Yelp (Shannon)
- Phone Message updates (Sherrie)
- Water Aerobics Coordinator (Deanna) is emailing staff and patrons on our internal water aerobics list to keep up-to-date on schedule or procedure changes.

Employee Recognition:

- Employee of the Month: Jesse Messick, Lifeguard. In essence, Jesse, was nominated by a group of patrons who referred to themselves as the "Therapy Pool Committee" stating that over several weeks he performed 100% of his duties with 100% effectiveness. Staff have also recognized that Jesse rarely takes a break and wants to stay busy with projects.

Maintenance Updates:

- Radio repeater system was inspected by the Fire District and will be finalized soon.
- Both ADA Bathroom remodels are complete
- Daily maintenance projects and asset management are being completed daily... excel document updated by Maintenance Supervisor and Director regularly
- Updating and improving the data information in Reserve Analyst (Asset Management Program).

Monthly Financial: See board binder documents.

Correspondence: See board binder documents (if applicable).

User Attendance Breakdown

Summary

	Aug 2023			
	Drop-Ins	Passes	Total	%
Senior	676	3,097	3,773	30%
Adult	2,527	337	2,864	22%
Youth	5,214	90	5,304	42%
Complimentary	113	-	113	1%
Family	113	58	171	1%
Disabled	43	201	244	2%
Therapy	82	-	82	1%
Other	47	131	178	1%
	8,815	3,914	12,729	100%

	July 1, 2023 thru June 30, 2024			
	Drop-Ins	Passes	Total	%
	1,740	6,108	7,848	24%
	7,429	726	8,155	25%
	14,494	276	14,770	45%
	441	-	441	1%
	471	115	586	2%
	116	390	506	2%
	164	-	164	0%
	106	263	369	1%
	24,961	7,878	32,839	100%

