

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

**January 19<sup>th</sup>, 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.

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**9:00 a.m.      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-b*

- 1a.      For Possible Action. Approval of previous minutes from the December 15<sup>th</sup>, 2022 Meeting.
- 1b.      For Possible Action. Approval of general ledger cash balances, expenditures and investments through December 31<sup>st</sup>, 2022.

## 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. Discussion Only. Discussion and update on the Capital Improvement Plan ongoing projects.
3. Discussion Only. Discussion on the possible partnership with Douglas County to design and build a splash park in the Topaz Ranch Estates area. (Scott Morgan)
4. For Possible Action. Discussion and possible action to elect the Chair and Vice Chair for the Board of Trustees.
5. Discussion Only. Discussion of the proposed '23-'24 operating budget, 5 year capital improvement budget, 3 year strategic plan and population trends.
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
  - Future Board Meeting Dates – Third Thursdays of the Month except in February & April
7. For Possible Action. Discussion and possible action on proposed agenda items for the February 23<sup>rd</sup>, 2023 meeting.

#### ***Adjournment***

Copies of the agenda were posted at 4:30pm, Thursday January 12<sup>th</sup>, 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](http://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

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## AGENDA ACTION SHEET

### Agenda Item # 1a

**Title:** Approval of the General Meeting minutes from December 15, 2022.

**Background:** These are the draft minutes from your previous meetings.

**Funding:** NA

**Recommended Motion:** Move to approve the General Meeting minutes from December 15, 2022.

**Trustee Action:** \_\_\_\_\_ **Approved**  
\_\_\_\_\_ **Denied**  
\_\_\_\_\_ **No Action**  
\_\_\_\_\_ **Other**



**EAST FORK SWIMMING POOL DISTRICT  
BOARD OF TRUSTEES  
GENERAL MEETING MINUTES  
December 15, 2022 at 9:00 a.m.  
Carson Valley Swim Center  
1600 Hwy 88, Minden, Nevada**

The Board of Trustees December 15, 2022 meeting was called to order at 9:00 AM at the Carson Valley Swim Center, Minden, NV. Board members present were Chairman, Frank Dressel, Doug Robbins. Teresa Duffy and Travis Lee. Vice Chairman Sharon DesJardins was present on the phone.

**No Public Comment**

**AGENDA**

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

**No Public Comment**

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**CONSENT AGENDA ITEMS**

1a. For possible action. Previous minutes from the November 17, 2022 General Meeting.

1b. For possible action. Approval of general ledger cash balances, expenditures and investments through November 31, 2022

Upon motion made by Duffy and seconded by Robbins. The consent agenda items 1a and 1b were unanimously approved.

**No Public Comment**

**ADMINISTRATIVE AGENDA**

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

Harris states she has great news, the radio repeater system that we have been waiting for a year and a half is in and functioning. We are now waiting on the County to do one last test and then we will get the final approval and the certificate of occupancy. Quotes are coming in for the remodeling of the handicapped bathrooms. We have one labor quote and the maintenance supervisor is working on two other quotes. We will be doing one bathroom at a time so the patrons will always have one of the bathrooms to use. We should have the bids ready to present in the next board meeting. The roof restoration project is out for bid. It is being advertised in the Record Courier and the Nevada Appeal. We will be getting bids in January and February and will bring it to the board for approval in February or March. The architect is estimating the cost for the entire project to be around \$150,000. The extra \$50,000 is to do the entire roof surface. Robbins asked why we needed an architect. Harris states that we didn't, and it didn't cost us anything. We just wanted to know what the cost of advertising would be. This project will not affect patron and will not affect programming. This project is weather driven and hopefully will be completed by the end of the fiscal year.

**No Public Comment**

**3. Discussion Only: Discussion of the Roof Restoration Coating, a Garland Co. product (Travis Lee)**

Lee states he did research on the company. Garland Company has been tried and tested for many years. They have a variety of products. Their products address UV protection, thermal transfer, sealing, etc. I felt good about it. What McCullough shared about the product was spot on. Harris stated that the



representative has already been out and has scoped out and specked out the product we will use. Dressel asked what the guarantee is. Lee states 30 years. Robbins asked if the product is rolled on or sprayed on. Lee states he's not sure but probably sprayed on. Duffy states that we should all refer back to the email that has more detailed information. Lee asked if we have a separate track for maintenance such as looking at the solar panels, cleaning, etc. Harris states yes, the solar panels are maintenance pretty regular and looked at annually. And as far as roof condition, the maintenance supervisor was concerned about a couple of areas on the roof so he called in a roofing contractor to see if there was anything that we needed to put in our CIP plan for next year.

#### **No Public Comment**

#### **4. For Possible Action. Discussion and possible action to approve of the proposed increase of entrance, memberships, and rental fees**

Harris states that we have talked about fee increases for a couple of months. The last time we increased fees was in 2016. The approved fee increase for 2020 was delayed because of COVID. We had a meetings with the Cashier Supervisor, Admin Specialist, myself and the Chairman of the Board. We talked, as a group, what is our philosophy and decided that our philosophy is:

- Keep fees reasonable and on the lower end
- Compare our rate with other facilities
- Disabled Vets use swim center for free
- Give discounts to Active Military
- Keep +75 senior rates at a lower cost

So what we want to do:

- Leave annual passes the same
- Leave +75 the same
- Passes for Disable Vets and Active Military will be free
- 15 Swim Pass will have a year expiration date. Benefit to a resident 15 swim pass will be 3 free entrances and a non-resident will get 1 free entrance
- Daily entrance fees will increase \$1.00
- Some adjustments to lessons
- Lane rental fees increased
- Party rental fees increase
- 30 day Senior exercise 60+ will be a 2 step increase (over 2 years)
- 

Lee asked if we did a break out on usage of passes. Harris stated yes we did. Lee states he is glad active military will be free. Lee asked on the family pass, who does that include. Harris stated that it doesn't matter how many children under 7 accompanied by an adult are free. Robbins states that attendance last summer was great. Duffy asked about Red Cross charges. Harris states that Red Cross charges us \$40 for paperwork. Nationwide, Aquatic facilities are waiving those fees

Upon motion made by Duffy and seconded by Robbins to approve the proposed increase in entrance, membership and rental fees.

The motion to approve the proposed fee increases was unanimously approved.

#### **No Public Comment**

#### **5. For Possible Action. Discussion and possible action to approve the district's restructured current pay/salary scale.**

Harris states that we have been talking for a few months. You have two spreadsheets. One is for hourly employees and the second one is for salaried employees. I am requesting three things:

1. Adjust the increases that are given from 3.00% - 4.00% to 3.5% - 4.50
2. Eliminate the steps we have now and move to a salary range for each job title.  
We have moved away from steps to salary range on all of our job descriptions



already per our partner PoolPact.

3. The Senior Guard salary range will be changed to be a separate salary range from the Lifeguards.

Salary increase will not go into effect until 7/1/2023

Dressel states he is very pleased with how competitive our salaries will be. Harris states that we looked at national averages plus our neighboring pools. Sparks is \$15 per hour, Reno is \$15 per hour, etc.

Upon motion made by Lee and seconded by Robbins to approve the district's restructured current pay/salary scale as presented in particular the removal of steps and the alignment of the ranges to the positions as determined.

The motion to approve the district's restructured current pay/salary scale as presented in particular the removal of steps and the alignment of the ranges to the positions as determined was unanimously approved.

#### **No Public Comment**

### **6. Discussion Only. Report from the Swim Center Director. CVSC December 2022 Director's Report**

**User Attendance:** See board binder documents.

- Nov 2021 Attendance was 7676. Nov 2022 Attendance was 6962. (9.3% decrease)

#### **Programming, Staffing and Training:**

- Tyler and Sherrie have scheduled and organized Flick 'N Floats for the winter months.
- Sarah planned Underwater Santa Pictures for Dec 10<sup>th</sup> and 17<sup>th</sup> with the help from Dave and Frank (Trustee).
- Sarah has started the "Angel Fish" adaptive swim lesson certification program along with a newly hired swim instructor.
- Sarah and Tyler taught the High School Aquatics Class and finished up their CPR and First Aid training.
- 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 liked and attended.

#### **Marketing and Public Relations**

- Shannon attended the "Loss Control Committee Meeting of the Nevada Public Agency Insurance Pool and Public Agency Compensation Trust."
- Shannon attended and participated in Pool Pact's HR Assessment Workgroup
- Shannon was the Master of Ceremony for the Carson Valley Chamber of Commerce "Community Recognition Awards" and has remained a Chamber member for over 8 years.
- 4-H gifted the Swim Center a plaque for their ongoing support of the youth program and were mentioned during their awards ceremony.
- Social media exposure and information sharing: 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: TBD

**Maintenance Updates:**

- Dave, Scott and Shannon continue to receiving quotes for ADA bathroom upgrades by Therapy Pool.
- Rockwall will not be placed inside until concrete work is complete. Dave is still receiving quotes.
- 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. User fee income does not have a direct correlation to attendance. Income is dependent on timing of payments from Point of Sale System as well as billing.

**Correspondence:** See board binder documents (if applicable).

**No Public Comment**

6. **For Possible Action. Discussion and possible action on proposed agenda items for the January 19, 2023 meeting.**
- **Appointment of President and Vice President**
  - **Budget**
  - **Future meeting dates and times**
  - **Roof Restoration**
  - **ADA Bathrooms Remodel**

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

# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item # 1b

**Title:** For possible action. Approval of general ledger cash balances, expenditures and investments through December 31, 2022.

**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 December 31, 2022.

**Trustee Action:** \_\_\_\_\_ **Approved**  
\_\_\_\_\_ **Denied**  
\_\_\_\_\_ **No Action**  
\_\_\_\_\_ **Other**



	Dec 2022	Budget	Jul-Dec 22	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
403 · USER FEES	22,332.75	20,863.82	228,570.44	285,786.70	(37,216.26)	561,775.00	333,204.56	40.69%
496 · FOOD	1,493.50	1,750.11	26,219.65	25,616.15	603.50	51,225.00	25,005.35	51.19%
497 · MERCHANDISE	756.55	805.69	8,916.75	7,335.57	1,581.18	16,125.00	7,208.25	55.30%
498 · GRANT INCOME	0.00	0.00	8,677.70	0.00	8,677.70	10,000.00	-	0.00%
<b>Total Income</b>	<b>24,582.80</b>	<b>23,419.62</b>	<b>272,384.54</b>	<b>298,738.42</b>	<b>(26,353.88)</b>	<b>639,125.00</b>	<b>365,418.16</b>	<b>42.62%</b>
<b>Cost of Goods Sold</b>								
<b>COST OF GOODS SOLD</b>								
550 · FOOD EXPENSE	1,106.35	1,291.47	13,388.85	12,073.47	(1,315.38)	23,500.00	10,111.15	56.97%
555 · MERCHANDISE EXPENSE	-322.19	412.82	4,417.12	3,694.07	(723.05)	8,325.00	3,907.88	53.06%
560 · FOOD SUPPLIES	158.55	7.90	618.47	296.43	(322.04)	925.00	306.53	66.86%
565 · FOOD SPOILAGE	10.93	17.77	379.62	70.61	(309.01)	205.00	(174.62)	185.18%
<b>Total COST OF GOODS SOLD</b>	<b>953.64</b>	<b>1,729.96</b>	<b>18,804.06</b>	<b>16,134.58</b>	<b>-2,669.48</b>	<b>32,955.00</b>	<b>14,150.94</b>	<b>57.06%</b>
<b>Total COGS</b>	<b>953.64</b>	<b>1,729.96</b>	<b>18,804.06</b>	<b>16,134.58</b>	<b>-2,669.48</b>	<b>32,955.00</b>	<b>14,150.94</b>	<b>57.06%</b>
<b>Gross Profit</b>	<b>23,629.16</b>	<b>21,689.66</b>	<b>253,580.48</b>	<b>282,603.84</b>	<b>(29,023.36)</b>	<b>606,170.00</b>	<b>351,267.22</b>	<b>41.83%</b>
<b>Expense</b>								
<b>GENERAL &amp; ADMINISTRATIVE</b>								
629 · ADVERTISING/PRINTING	27.00	455.27	2,884.00	3,879.89	995.89	14,125.00	11,241.00	20.42%
630 · POSTAGE	119.50	0.00	320.33	151.85	-168.48	675.00	354.67	47.46%
631 · JANITORIAL EXPENSE	580.09	15.73	4,711.96	3,222.32	-1489.64	7,795.00	3,083.04	60.45%
632 · SOFTWARE - IT	165.58	219.62	7,379.90	8,226.28	846.38	25,450.00	18,070.10	29.00%
641 · POOL TRAINING AND EDUCATION	544.00	50.47	1,531.00	1,686.55	155.55	1,995.00	464.00	76.74%
645 · OFFICE SUPPLIES	349.85	4,898.60	2,049.54	10,331.15	8281.61	8,225.00	6,175.46	24.92%
660 · SEMINARS & EDUCATION	240.00	0.00	1,752.00	1,973.21	221.21	4,200.00	2,448.00	41.71%
661 · DUES/SUBSCRIPTIONS	24.98	28.00	339.88	807.76	467.88	1,200.00	860.12	28.32%
680 · TRAVEL EXPENSE	760.47	14.00	6,231.00	3,348.61	-2882.39	6,030.00	(201.00)	103.33%
681 · MEALS	0.00	0.00	1,116.50	602.09	-514.41	1,775.00	658.50	62.90%
683 · AUTO REIMBURSEMENT/MILEAGE	0.00	47.29	938.69	262.13	-676.56	895.00	(43.69)	104.88%
690 · LEGAL EXPENSE	1,340.85	1,827.15	2,528.35	6,052.42	3524.07	7,050.00	4,521.65	35.86%
691 · ACCOUNTING EXPENSE	615.00	574.13	14,570.00	16,064.64	1494.64	19,750.00	5,180.00	73.77%
692 · BANK CHARGES	0.00	0.00	0.00	0.00	0.00	1,225.00	1,225.00	0.00%
693 · ENTRY SYSTEM CHARGES	1,228.74	1,000.98	14,770.96	10,046.21	-4724.75	18,675.00	3,904.04	79.09%
694 · DC VOTER FEES	0.00	0.00	0.00	0.00	0.00	5,307.00	5,307.00	0.00%
780 · CASH OVER/SHORT	-9.00	0.00	-404.93	0.00	404.93	-	404.93	#DIV/0!
<b>GENERAL &amp; ADMINISTRATIVE - Other</b>	<b>0.00</b>	<b>82.95</b>	<b>60,802.13</b>	<b>66,655.11</b>	<b>5,935.93</b>	<b>124,372.00</b>	<b>63,652.82</b>	<b>48.89%</b>
<b>Total GENERAL &amp; ADMINISTRATIVE</b>	<b>5,987.06</b>	<b>9,131.24</b>	<b>60,802.13</b>	<b>66,655.11</b>	<b>5,935.93</b>	<b>124,372.00</b>	<b>63,652.82</b>	<b>48.89%</b>
<b>PAYROLL EXPENSES</b>								
599 · BOARD EXPENSES	2,000.00	2,012.50	11,200.00	12,075.00	875.00	24,150.00	12,950.00	46.38%
600 · SALARIES & WAGES	68,414.41	77,511.74	527,866.92	538,735.15	10,868.23	1,109,744.00	581,877.08	47.57%
601 · SOCIAL SECURITY	2,228.36	-279.44	19,035.06	21,265.54	2,230.48	43,525.00	24,489.94	43.73%
611 · MEDICARE	1,018.92	1,120.38	7,738.34	8,129.78	391.44	16,439.00	8,700.66	47.07%
613 · STATE UNEMPLOYMENT	215.77	717.34	2,255.99	6,324.53	4,068.54	15,775.00	13,519.01	14.30%
614 · HEALTH INSURANCE	4,310.18	4,549.71	25,894.20	25,085.90	(808.30)	53,580.00	27,685.80	48.33%

	Dec 2022	Budget	Jul - Dec 22	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 • PERS	8,708.41	11,164.27	53,322.44	71,035.11	17,712.67	144,324.00	91,001.56	36.95%
617 • WORKMANS COMPENSATION	2,617.60	3,060.08	15,705.60	18,360.48	2,654.88	36,721.00	21,015.40	42.77%
639 • PAYROLL TAX ADJUSTMENTS	1,521.22	285.71	14,091.04	-4,760.18	(18,851.22)	4,464.00	(9,627.04)	315.66%
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	-4,799.16	0.00	-6,755.28	0.00	6,755.28	-	6,755.28	#DIV/0!
PAYROLL EXPENSES - Other	0.00	0.00	99.75	0.00	-	-	-	-
Total PAYROLL EXPENSES	86,235.71	100,142.29	670,454.06	696,251.31	25,897.00	1,448,722.00	778,367.69	46.28%
POOL OPERATIONS								
UTILITIES								
619 • GARBAGE	556.50	494.27	3,418.50	3,404.98	(13.52)	6,755.00	3,336.50	50.61%
621 • TELEPHONE EXPENSE	530.89	488.54	3,185.22	3,066.03	(119.19)	6,125.00	2,939.78	52.00%
622 • ELECTRIC	12,268.93	10,773.31	71,543.19	65,940.63	(5,602.56)	131,125.00	59,581.81	54.56%
624 • WATER	481.85	559.82	5,989.00	6,971.88	982.88	12,500.00	6,511.00	47.91%
625 • SEWER	0.00	0.00	2,032.20	2,076.92	44.72	4,120.00	2,087.80	49.33%
626 • NATURAL GAS	8,592.99	10,020.61	41,627.32	39,192.11	(2,435.21)	95,775.00	54,147.68	43.46%
Total UTILITIES	22,431.16	22,336.55	127,795.43	120,652.55	(7,142.88)	256,400.00	128,604.57	49.84%
623 • INSURANCE	0.00	0.00	32,746.84	32,746.00	(0.84)	31,545.00	(1,201.84)	103.81%
628 • CHEMICALS	5,751.42	-3,052.71	36,821.64	16,610.81	(20,210.83)	44,775.00	7,953.36	82.24%
633 • MAINTENANCE & REPAIR	11,718.86	19,427.33	54,241.58	66,726.44	12,484.86	126,595.00	72,353.42	42.85%
634 • EQUIPMENT RENTAL	210.59	443.73	2,167.51	2,662.38	494.87	5,324.00	3,156.49	40.71%
636 • LANDSCAPE MAINTENANCE	740.00	956.83	4,440.00	5,837.96	1,397.96	11,760.00	7,320.00	37.69%
640 • EMPLOYEE INCENTIVES	509.98	1,043.62	2,102.66	1,775.39	(327.27)	2,875.00	772.34	73.14%
642 • SAFETY	2,346.76	0.00	8,456.80	15,750.00	7,293.20	15,750.00	7,293.20	53.69%
643 • SUPPLIES	239.99	318.90	2,766.08	2,796.31	30.23	5,800.00	3,033.92	47.69%
644 • UNIFORMS	492.80	0.00	3,265.49	3,087.33	(178.16)	8,225.00	4,959.51	39.70%
646 • SMALL EQUIPMENT	109.99	613.92	1,913.34	2,772.75	859.41	5,605.00	3,691.66	34.14%
Total POOL OPERATIONS	44,551.55	42,088.17	276,717.37	271,417.92	(6,158.86)	509,049.00	234,244.97	54.36%
850 • DEPRECIATION EXPENSE	42,924.00	42,924.00	257,544.00	257,544.00	-	515,088.00	429,240.00	50.00%
Total Expense	179,698.32	194,285.70	1,265,517.56	1,291,868.34	23,674.07	2,597,231.00	1,505,505.48	48.73%
Net Ordinary Income	(156,069.16)	(172,596.04)	(1,011,937.08)	(1,009,264.50)	(3,349.29)	(1,991,061.00)	(1,154,238.26)	50.82%
Other Income/Expense								
Other Income								
401.4 • AD VALOREM	68,618.30	61,831.18	1,737,470.23	1,723,987.54	13,482.69	2,873,111.00	1,135,640.77	60.47%
491 • INTEREST INCOME	5,673.36	213.49	18,610.69	1,424.94	17,185.75	4,395.00	(14,215.69)	423.45%
Total Other Income	74,291.66	62,044.67	1,756,080.92	1,725,412.48	30,668.44	2,877,506.00	1,121,425.08	61.03%
Other Expense								
899 • Interest Expense	0.00	4,680.00	4,680.00	4,680.00	8,455.20	-	(4,680.00)	-
Total Other Expense	-	4,680.00	4,680.00	4,680.00	8,455.20	-	(4,680.00)	-
Net Other Income	74,291.66	62,044.67	1,751,400.92	1,720,732.48	39,123.64	2,877,506.00	1,116,745.08	60.87%
Net Income	(81,777.50)	(110,551.37)	739,463.84	716,147.98	35,774.35	886,445.00	(37,493.18)	83.42%



7:56 AM

01/09/23

Accrual Basis

**EAST FORK SWIMMING POOL DISTRICT****Balance Sheet**

As of December 31, 2022

	Dec 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101 · WELLS FARGO CHECKING ACCT.	252,147.31
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	2,173,092.89
112-5 · LOCAL GOV'T POOL OPERATING	201,061.88
<b>Total Checking/Savings</b>	<b>2,627,152.08</b>
<b>Accounts Receivable</b>	
121 · ACCOUNTS RECEIVABLE	2,261.00
<b>Total Accounts Receivable</b>	<b>2,261.00</b>
<b>Other Current Assets</b>	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	12,583.42
120 · MERCHANDISE INVENTORY	4,606.77
125 · FOOD INVENTORY	1,546.95
<b>Total 12100 · INVENTORY</b>	<b>18,737.14</b>
170-4 · DELIQUENT TAX REC	30,984.95
<b>Total Other Current Assets</b>	<b>49,722.09</b>
<b>Total Current Assets</b>	<b>2,679,135.17</b>
<b>Fixed Assets</b>	
175 · LAND APN#1320-30-411-005	1,353,232.09
150 · POOL EQUIPMENT	134,952.27
155 · CONSTRUCTION IN PROGRESS	1,973,661.26
156 · LAND IMPROVEMENTS	415,799.25
157 · BUILDING & IMPROVEMENT	13,032,403.36
158 · EQUIPMENT	500,291.14
160 · ACCUMMULATED DEPRECIATION	-9,614,401.53
<b>Total Fixed Assets</b>	<b>7,795,937.84</b>
<b>Other Assets</b>	
171 · DEFERRED PENSION OUTFLOWS	140,321.00
<b>Total Other Assets</b>	<b>140,321.00</b>
<b>TOTAL ASSETS</b>	<b>10,615,394.01</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
201 · ACCOUNTS PAYABLE	5,484.40
<b>Total Accounts Payable</b>	<b>5,484.40</b>
<b>Credit Cards</b>	
202 · CITI VISA CREDIT CARD	5,931.52
<b>Total Credit Cards</b>	<b>5,931.52</b>
<b>Other Current Liabilities</b>	
236 · NOTE PAYABLE - ZION	484,000.00
200 · PAYROLL LIABILITIES	
234-3 · Aflac	-247.20
<b>Total 200 · PAYROLL LIABILITIES</b>	<b>-247.20</b>

7:56 AM

01/09/23

Accrual Basis

## EAST FORK SWIMMING POOL DISTRICT

### Balance Sheet

As of December 31, 2022

	Dec 31, 22
218 · ACCRUED VESTED VAC PAY	19,995.14
219 · OPEB LIABILITY	77,219.00
235 · ACCRUED WORKMANS COMPENSATION	5,594.60
Total Other Current Liabilities	586,561.54
Total Current Liabilities	597,977.46
Long Term Liabilities	
220 · NET PENSION LIABILITY	808,815.00
225 · DEFERRED PENSION INFLOWS	316,130.00
Total Long Term Liabilities	1,124,945.00
Total Liabilities	1,722,922.46
Equity	
349 · RETAINED EARNINGS	5,051,739.78
351-1 · FUND BALANCE	1,452,260.17
355 · CONTRIBUTED CAPITAL	1,648,952.81
Net Income	739,518.79
Total Equity	8,892,471.55
TOTAL LIABILITIES & EQUITY	10,615,394.01



	Account	Amount	Memo
A-1 Chemical	631 - JANITORIAL	140.00	Lemon Scent Cleaner
A.B.E. Printing	629 - ADVERTISING	27.00	Laminating (Swim Angelfish/P.Irving)
AIRGAS	628 - CHEMICALS	890.03	Carbon Dioxide Liquid
Amazon	645 - OFFICE SUPPLIES	1,301.85	Subscription, food supplies, Maintenance, Janitorial, Safety, Weight Bench, Office Supplies, Paddlewheel Flow Sensor/Rotor
American Document Destruction, Inc	642 - SAFETY	99.51	Documents destroyed (5 add'l boxes)
American Red Cross-SABA Collection	680 - TRAVEL EXPENSE	215.00	D. Taylor, Winterbreak LG Class
BroadMoor Resorts	634 - EQUIPMENT RENTAL	374.40	Feb Conference (Colorado) D.Robbins
Cannon Financial Services	691 - ACCOUNTING EXPENSE	210.59	Copier Lease/Equip Insurance (Dec 1-31, 2022)
Carson Valley Accounting LLC	621 - TELEPHONE EXPENSE	275.00	Monthly site visit (Dec 2022)
Charter Business	632 - SOFTWARE-IT	239.86	Internet/TV
Clear Solutions	633 - MAINTENANCE & REPAIR	152.21	Back room PC Replace HDD with SSD, reinstall windows, malware, Chrome, Shipping
Codale Electric	640 - EMPLOYEE INCENTIVES	6,370.00	LED Lighting Natatorium (26ea)
Costco	636 - LANDSCAPE MAINTENANCE	509.98	Mgmt Staff Winter Party
David Long	643 - SUPPLIES	611.84	Janitorial, Gloves Copy Paper, Postage, Food, Food Supplies
Desert Star Landscaping	614 - HEALTH INSURANCE	306.90	Parade of Lights, Underwater Santa Event, Tire for Trailer
Dollar Tree	633 - MAINTENANCE & REPAIR	740.00	Contract Dec 2022
Douglas County School District	641 - POOL TRAINING AND EDUCATION	5.36	Christmas Decorations
Dykman Electrical Inc	633 - MAINTENANCE & REPAIR	4,660.58	Health Insurance Dec 2022 (6)FT/(1) Dependents- Long
Early AOAP Conference	633 - MAINTENANCE & REPAIR	1,237.13	Motor Fuse Kit (BO to inv#621030-IN)
EasyKeys	633 - MAINTENANCE & REPAIR	544.00	D.Robbins (Colorado Conference Feb 2023)
Eddie Bauer	644 - UNIFORMS	17.74	205R Keys
EMT & Fire Training	660 - SEMINARS & EDUCATION	196.80	Supervisor Shorts/Pants
Global Payments	693 - ENTRY SYSTEM CHARGES	240.00	T. Cook EMT Re-Certification Course
High Quality Plumbing	633 - MAINTENANCE & REPAIR	1,228.74	System Entry Charges and Refunds
High Sierra Business Systems	645 - OFFICE SUPPLIES	996.00	Leaking male adaptor/replaced/Material/Labor, Bleeder Valves Leaking (Parts/Labor)
Home Depot	633 - MAINTENANCE & REPAIR	52.97	Copy fee for 4 copiers/printers (Dec 2022)
Inland Supply Co	631 - JANITORIAL	39.98	Handheld Shower head
KNORR	628 - CHEMICALS	176.96	Foamclean Anti hand soap
Meeks	643 - SUPPLIES	3,840.00	Pulsar Briquettes
Microsoft Corp	632 - SOFTWARE-IT	9.56	Conduit for Parade of Lights
Motion Picture Licensing	690 - LEGAL EXPENSE	3.42	iCloud Backup
MSC	633 - MAINTENANCE & REPAIR	1,028.35	Motion Pic Licensing for Flick n' Float
Nevada Employment Security Division	613 - State Unemployment	125.51	Hands Free Towel Dispenser
NV Energy	622 - ELECTRIC	0.05	
OOMA, INC	621 - TELEPHONE EXPENSE	12,268.93	
Oshinski & Forsberg, Ltd.	690 - LEGAL EXPENSE	291.03	Monthly Service Fee
Overhead Fire Protection	642 - SAFETY	312.50	Convo w/S.Harris regards executing waivers, Prepared release and waiver
Papa Murphy's	550 - FOOD EXPENSE	2,030.00	Annual Fire Inspection, Annual Fire Sprinkler Inspection, Troubleshoot NAC & Duct Detector Issues
PoolWeb	633 - MAINTENANCE & REPAIR	67.47	Pizza (FlickN'Float)
Poster My Wall	632 - SOFTWARE-IT	375.75	Batteries for Powered Lifts
Public Employees Benefits Program	614 - HEALTH INSURANCE	9.95	Monthly Recurring Charge
QuickBooks Payroll Service	639 - PAYROLL TAX ADJUSTMENTS	47.06	Dec 2022 #834
Quill	645 - OFFICE SUPPLIES	215.25	Fees for Direct Deposit
Schwans Sales Ent.	550 - FOOD EXPENSE	56.98	File Folder
Sierra Bookkeeping Services, Inc	691 - ACCOUNTING EXPENSE	100.97	
Southwest Airlines	680 - TRAVEL EXPENSE	340.00	Nov 2022 Bookkeeping Services/Payroll/PERS/Payroll Software Issue
SOUTHWEST GAS	626 - NATURAL GAS	311.97	NRPS Conf Las Vegas (Feb 2023)
Spotify	661 - DUES/SUBSCRIPTIONS	8,592.99	
Sunset Station Casino	680 - TRAVEL EXPENSE	9.99	
The Lifeguard Store	644 - UNIFORMS	74.10	One Night Deposit NRPS Conf in Vegas (Feb 2023)
Town Of Minden	624 - WATER & TRASH	296.00	LG Outdoor Parkas
Tripp Plastics	633 - MAINTENANCE & REPAIR	1,038.35	Water/Garbage
Triumph Electric, Inc	633 - MAINTENANCE & REPAIR	524.00	Acrylic Sheets
Walmart	633 - MAINTENANCE & REPAIR	875.00	Re-Program Lighting/Misc Electrical/Check terminations on DH-1/Labor
West Marine	633 - MAINTENANCE & REPAIR	224.37	Batteries/Parade of Lights Event
Western Nevada Supply	642 - SAFETY	55.99	Gelcoat Repair Kit
	633 - MAINTENANCE & REPAIR	62.28	2 1/8x1/2 wall Insulo
<b>Total</b>		<b>55,048.25</b>	

# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #2

**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 2022/2023**

**Construction Funds Available as of:**

Local Government Investment Pool

**Dec 31**  
\$ 2,167,899

**2022/2023 Projects**

Concession & Roof Restoration ('21-'22) Pre Const. 100% Design

Roof Restoration ('22-'23)

Project Management ('22-'23 Scott McCullough)

Asset Mang Plan (Filters, Filter Media, socks, Diving Board 3M, DH1 Parts, Vacuum, Decking Rockwall, ADA Remodel)

Radio Repeater System

Contingency (Permits, Landscaping Improvement )

Company	2022/2023 Budget	Contract Amount/ Expense	Remaining Amts. Payable
TSK	38,000	38,000	7,700
	212,755	212,755	212,755
Douglas County	13,000	13,000	10,874
Reserve Analyst	291,831	241,831	203,002
Sierra Electronics	69,245	69,245	-
Contingency for Asset Mang	30,000	38,000	-
<b>'22/'23 Capital Budget</b>	<b>654,831</b>	<b>612,831</b>	

434,331

**Remaining Construction Funds Available**

\$ 1,733,568

# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #3

**Title:** Discussion Only. Discussion on the possible partnership with Douglas County to design and build a splash park in the Topaz Ranch Estates area. (Scott Morgan)

**Background:** The East Fork Board of Trustees have been asked to partner, in the past, with Douglas County to provide a splash park with the understanding that the county would maintain it for its life expectancy.

The trustees at that time denied the partnership. As of recent, the director of EFSPD and the Director of Community Services have had discussions about the idea of partnering in the future to better serve our south county TRE residents.

**Funding:** NA

**Recommended Motion:** Discussion Only

**Trustee Action:** \_\_\_\_\_ **Approved**  
\_\_\_\_\_ **Denied**  
\_\_\_\_\_ **No Action**  
\_\_\_\_\_ **Other**



# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #4

**Title:** For Possible Action. Discussion and possible action to elect the Chair and Vice Chair for the Board of Trustees.

**Background:** In January of each year the Board of Trustees elects a Chair and Vice Chair who serve in those positions for the next 12 months.

**Funding:** NA

**Recommended Motion:** Move to approve the appointment of \_\_\_\_\_ to serve as Chair and \_\_\_\_\_ to serve as Vice Chair.

**Trustee Action:** \_\_\_\_\_ **Approved**  
\_\_\_\_\_ **Denied**  
\_\_\_\_\_ **No Action**  
\_\_\_\_\_ **Other**

# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #5

**Title:** Discussion Only. Discussion of the proposed '23-'24 operating budget, 5 year capital improvement budget, 3 year strategic plan and population trends.

**Background:** The Board of Trustees will review the tentative budget during the January and February Board meetings. In March, the Board will approve the budget which will be filed with the Nevada Department of Taxation by April 15<sup>th</sup>, 2023.

**Funding:** NA

**Recommended Motion:** Discussion Only.

**Trustee Action:** \_\_\_\_\_ **Approved**  
\_\_\_\_\_ **Denied**  
\_\_\_\_\_ **No Action**  
\_\_\_\_\_ **Other**



**EAST FORK SWIMMING POOL DISTRICT  
PROJECTED FIVE YEAR CAPITAL IMPROVEMENT PLAN  
INCLUDING PROJECTED OPERATING COSTS FOR EACH OF THE NEXT FIVE YEARS  
AS REQUIRED BY NRS 350.0035**

Preliminary ideas and costs estimated on Capital Improvement for the next 5 years for the EFSPD Board to consider.

**FISCAL YEAR 2022 – 2023**

Item Fiscal Year 2022- 2023	Cost	Proposed Funding Source	Additional Maintenance Costs for Each of the Next Five Years
Capital Improvement Project (Roof Restoration/Concession Improvements, ADA Remodel)	480,000	Property Tax - General Revenues	No additional costs expected
Asset Management (Sidewalk Repair, UV lighting Window blinds)	131,831	Property Tax - General Revenues	No additional costs expected
Project Management	13,000	Property Tax - General Revenues	No additional costs expected
Contingency	30,000	Property Tax - General Revenues	No additional costs expected
<b>Total 2022 – 2023</b>	<b><u>\$654,831</u></b>		

**FISCAL YEAR 2023 – 2024**

Item Fiscal Year 2023- 2024	Cost	Proposed Funding Source	Additional Maintenance Costs for Each of the Next Five Years
Capital Improvement Project (Indoor Pool plaster, Paint)	838,091	Property Tax - General Revenue	No additional costs expected
Asset Management (Scrubber, climbing wall)	52,434	Property Tax - General Revenues	No additional costs expected
Project Management	13,000	Property Tax - General Revenues	No additional costs expected
Contingency	30,000	Property Tax - General Revenues	No additional costs expected
<b>Total 2023 – 2024</b>	<b><u>\$933,525</u></b>		

**FISCAL YEAR 2024 – 2025**

Item	Cost	Proposed Funding Source	Additional Maintenance Costs for Each of the Next Five Years
<u>Fiscal Year 2024- 2025</u> Capital Improvement Project (Maint. Yard Improvement)	287,483	Property Tax - General Revenue	No additional costs expected
Asset Management (Activity Pool Toys, Score Board, ADA Lifts)	138,241	Property Tax - General Revenues	No additional costs expected
Project Management	13,000	Property Tax - General Revenues	No additional costs expected
Contingency	30,000	Property Tax - General Revenues	No additional costs expected
<b>Total 2024 – 2025</b>	<b><u>\$468,724</u></b>		

**FISCAL YEAR 2025 – 2026**

Item	Cost	Proposed Funding Source	Additional Maintenance Costs for Each of the Next Five Years
<u>Fiscal Year 2025- 2026</u> Capital Improvement Projects (Deck, Plaster Indoor Main)	394,000	Property Tax - General Revenue	No additional costs expected
Asset Management (Building controls, speakers, Guard chair)	97,977	Property Tax - General Revenues	No additional costs expected
Project Management	13,000	Property Tax - General Revenues	No additional costs expected
Contingency	30,000	Property Tax - General Revenues	No additional costs expected
<b>Total 2025 – 2026</b>	<b><u>\$534,977</u></b>		



**FISCAL YEAR 2026 – 2027**

Item Fiscal Year 2026- 2027	Cost	Proposed Funding Source	Additional Maintenance Costs for Each of the Next Five Years
Capital Improvement Projects (Lobby Remodel)	461,500	Property Tax - General Revenue	No additional costs expected
Asset Management (Building controls, paint exterior, BECS Controls)	95,043	Property Tax - General Revenues	No additional costs expected
Project Management	13,000	Property Tax - General Revenues	No additional costs expected
Contingency	30,000	Property Tax - General Revenues	No additional costs expected
<b>Total 2026 – 2027</b>	<b><u>\$599,543</u></b>		

**Total of 5 year projects: \$3,191,600 or an average of \$638,320 / year**

# 2021-2023 Strategic Plan for the Carson Valley Swim Center

## Progression:

### Community Needs Based Facility Scheduling

1. Defining Most Appropriate Location for Various Uses (Timeframe: January 1 – August 31)
  - March 2021, the facility was under the Governors COVID -19 mandates so a reopening plan was successfully developed with the support of the County's Safety Task Force.
  - March 2022, the outdoor pool was opened to accommodate increasing number of lap swimmers and the swim teams allowing for more space inside for open swim.
  - March 2022, the Therapy Pool Hours changed to better accommodate adults with children under the age of 7yrs and allowed for a better use of empty pool space.
  - Ongoing process based on population, demographics of users, and staffing.
2. Define Overall Need for Pool Space at Various Times of the Year (Timeframe: January 1 – August 31)
  - In 2021, we added more Water Aerobics Classes to meet demand in the mornings Mon-Fri.
  - In 2021 and 2022, we identified deep water and lap lane pool space to accommodate Scuba Dive Classes in the winter months.
  - Ongoing process based on population, demographics of users, and staffing.
3. Understand Opportunities to Reduce Costs When Pools are Not Utilized (Timeframe: January 1 – August 31)
  - In 2022, the Maintenance Supervisor and Director have agreed to add more VFD's through the facility to control electricity/power demand during closed hours and non-peak times.
  - In 2022, the Maintenance Supervisor and Director have agreed to utilize during warmer days opening of the doors to increase fresh air recirculation putting less demand on the Dehumidification systems.
  - Lights over pools during closures are being turned off.

### Building a Partnership Base

4. Overall Management of Aquatics Facilities (Timeframe: March 1 – September 30)
  - In 2021, CVSC partnered with DC Search & Rescue to conduct the swim lesson programs "Safety Day."
  - In 2021, CGI Communications has partnered with the swim district in helping manage online reputation.
  - In 2021 and 2022, Director continues to speak publically to groups such as Good Governance Group, Vitality for Life and Kiwanis educating the community on the benefits of the facility and programming.
  - In 2021 and 2022, a cashier attended two community health fairs at the CVMC and DCSCC.
  - In 2022, the Aquatic Supervisors and a SR LG attending a Career Fair at the High School.
  - In 2022, a non-partisan voter registration group set-up a table in front of the building to help patrons become registered in Douglas County.
  - In 2022, the Maintenance Supervisor & Director partnered with CopperDisenfector inventor & installed Copper throughout the facility to mitigate the spread of viruses.
  - In 2022, the CVSC was awarded the "Loss Control Excellence Award" from their Pool Pact partners.
  - In 2022, partnered with the State of Nevada PALCO Program working with families that have children with special needs teaching them how to swim.
  - In 2023, Director will serve 3-yr term with the Nevada Recreation & Parks Society as President-Elect, President and Past President.

### Determine Expansion Opportunities

5. Provide Quality Facility Maintenance to Aquatics Facilities. (Timeframe: January 1 – August 31)
  - In 2022, a 23yrs old dehumidification Unit was replaced
  - Ongoing identification and understanding of current systems and assets leads to better management and function.



# 2021-2023 Strategic Plan for the Carson Valley Swim Center

## Progression Continued:

6. Maintain Competitive Aquatics Programming (Timeframe: January 1 – August 31)
  - In May 2022, the swim district will be hosting the regional dive meet along with the JV regional championship meet.
  - In May 2022, the swim district will host the northern Nevada Lifeguard Readiness Workshop.
  - Special Events are being held again annually, after COVID regulations have been dropped, such as the Easter Egg Hunt, Teen Nights and Flick ‘N Floats.
7. Continue Key Programs (Timeframe: January 1 – August 31)
  - Ongoing party rentals, lessons, water aerobics, HS aquatics class, swim teams, public swim.
8. Program Enhancements (Timeframe: January 1 – August 31)
  - Purchased adjacent property doubling our footprint for future enhancements.
  - Added new annual event in 2022: Underwater Santa Pictures
  - Expanded the swim lesson program to work directly with children with special needs.

## Complete Economic Vitality Study

9. Work with County’s Economic Vitality Manager (Timeframe: September 1 – November 30)
  - Referred to a UNR Professor who didn’t contact the Director back. Continue to look for an alternative.

# 2021-2023 Strategic Plan for the Carson Valley Swim Center



## **Developed by**

Carson Valley Swim Center Strategic Planning Team:

Shannon Harris, Director

Mike Hardie, Chairman

Douglas Robbins, Vice-Chairman

Kimberly Rigdon, Trustee

Frank Dressel, Trustee

Travis Lee, Trustee

## **Prepared by**

East Fork Swimming Pool District

Carson Valley Swim center

## **Date Approved**

December 2020



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# Executive Summary

## Introduction

The Carson Valley Swim Center has long valued the role that aquatics services plays in enhancing the community's quality of life. As a testament to the importance of these services, the community has invested significant public dollars by building or renovating the facility since 1986. In total, the Carson Valley Swim Center has 6 pools in total specifically built for aquatics programs. This commitment reflected the vision to build upon the community's proud aquatics history so that future generations will continue to be provided with high quality and effective aquatics services.

Now that the facilities have been operating for over 30yrs, the next step is to better understand the role we want to play over the next 30yrs in our community breaking it down 3-5yrs at a time. Our delivery will continue to be coordinated between the County, the Douglas County School District, and other community service providers to maximize programming in a cost-effective and sustainable manner. To accomplish this, a community engagement process was initiated in an effort to ensure that any decisions reflected the community's values. To lead this effort, the Carson Valley Swim Center Strategic Planning Team was established.

Members of the community representing various interests worked together for the majority of 2020 to develop the Aquatics Strategic Plan.

## Mission Statement

Provided by a skilled staff, The Carson Valley Swim Center will deliver:

1. A safe, customer-service driven environment
2. Innovative programming that is responsive to the needs of our diverse community, and
3. A clean and well-managed facility.

## Planning Process

An analysis of the strengths, weaknesses, opportunities, and threats (SWOT) associated with our current aquatic facility and programs was performed to assist in understanding aquatics today and opportunities for the future. As a result of the analysis, several specific components were defined. These components provided a starting point to "develop" Action Steps" to meet the goals of the Plan as defined below:

- **To provide a diverse mix of programming by exploring new and exciting activities and events that provides for all the community's aquatics needs.**
- **To utilize our partners and stakeholders to enhance facility visibility and share our story through PR and Marketing initiatives.**
- **To explore expansion of the facility at the current location or into other areas of the community.**
- **To complete an economic vitality study and analysis**

Following the development of the "Action Steps," and as part of this process, the Committee reviewed the operations of other successful aquatics organizations in Northern Nevada and relied on the experiences and expertise of committee members. In the end, it was decided that the Aquatics Strategic Plan for the Carson Valley Swim Center would define specific programs offered, address usage of pool space and determine if the needs of the community are being met.



Four strategic initiatives were developed to help define aquatics operations. The Initiatives include:

- Community needs based scheduling
- Build a partnership base
- Maintain tracking of data to help determine expansion opportunities
- Define the impact the facility has on the community (Health, Wellness, Economic Impact)

Moving forward, an annual work plan will be developed to actively pursue the strategic initiatives in a coordinated manner. The work plan establishes priorities for the year and will be developed jointly by the staff and Board of Trustees for the Carson Valley Swim Center.

## The Past

In February 2020, the East Fork Swimming Pool District hosted a “Special Board Meeting” open to staff and the public to collect thoughts on the Carson Valley Swim Center’s aquatics facilities and programs, listen to our current framework and possibilities for the future. During the meeting, several items were identified by those in attendance. Some of these thoughts were items that needed more immediate attention, while others involved the updating or adding of amenities to serve other areas of the community, opportunities to improve staff retention, serve more families, and create new events and activities. Following this initial meeting, staff and Board members formed a committee tasked with developing a strategic plan for aquatics in the community. It is envisioned that the community will benefit by having the opportunity to participate in enhanced services.

### History Highlights

#### **November, 1958**

The East Fork Swimming Pool District was created by a majority vote of electors of the East Fork Township at a general election on November 4, 1958, and declared organized by District Judge Richard R. Hanna on November 22, 1958.

#### **September 17, 1977**

The Douglas County Board of Commissioners, by Resolution No. 77-41, placed the District in an inactive status and transferred its operation to Douglas County Parks and Recreation.

#### **April 3, 1986**

The Douglas County Board of Commissioners, by Resolution No. 86-16, reactivated the East Fork Swimming Pool District. Upon reactivation, the EFSPD had the power to construct, maintain, and operate swimming pools and other equipment pertaining thereto in the service area of the EFSPD. The service area of the EFSPD (approximately 624 square miles) is that portion of Douglas County known as the East Fork Township of Douglas County. At the times the EFSPD was reactivated, the old Gardnerville pool was not meeting the needs of the community.

#### **September 12, 1986**

A special East Fork Township election was held, concurrent with the State Primary Election in which a question was asked if the EFSPD should incur an indebtedness of the principle amount not to exceed \$2,500,000 for the purpose of constructing and equipping a swim center. The question was approved by the voters with 2,666 voters voting yes (57%) and 1,955 voting no.

#### **February 23, 1987**

The EFSPD requested and was granted Ad Valorem Tax authority to supplement its user fees by the State of Nevada Department of Taxation. Effective fiscal year 1987-88, the maximum allowed operating rate was .1077 per \$100 in assessed value.

#### **May 1, 1989**

The Carson Valley Swim Center opened and since then it has enjoyed a steady growth in attendance, revenue, hours of service, and program diversity.



### **1991**

The Carson Valley Swim Center won the Nevada Recreation and Parks Society's "Elmer H. Anderson Parks Excellence Award." The highest award given by that society. The award is based on facility design, programming, community use and long range planning.

### **1993**

The Carson Valley Swim Center won the National Recreation and Parks Association's "Excellence in Aquatics" award, the highest commendation awarded at the national level. This competitive award is based in facility design, programming, community use and long range planning.

### **1998**

The EFSPD Trustees decided to postpone saving for additional swimming facilities during the fiscal 1998-99 budget period. This decision was based in the county's need to find new funding for senior programs, the public library and parks and recreation.

### **2014-2020**

Voted by Douglas County residents "Best Place to Take Your Kids."

## **Facility**

### **Carson Valley Swim Center**

The Carson Valley Swim Center opened its doors in 1989 and was built to better serve the community's needs. The facility is multi-use with six pools, a meeting room, BBQ areas, concession stand, locker rooms, Mezzanine, Dry-Workout Room and a variety of other recreational amenities including Diving Boards, Water Slides, Rockwall, Wibit and Dumping Toys.

The Carson Valley Swim Center is an integral part of the community that offers recreation, training, and entertainment to thousands in the Carson Valley each year. Through various programs, the Swim Center is closely linked to the county's school district, the senior community, and its public safety departments.

## **The Current**

### **Committee Role**

The Committee consisting of the Director and the Board of Trustee was assembled and is responsible for creating and delivering a strategic plan as the first step in implementing an excellent community aquatics program. The committee may be further utilized to evaluate and recommend future changes to the plan, work plan items, or assigned other tasks.

### **Values**

The benefits of aquatics programming is well documented in contributing to a community's quality of life, public safety, economic development, and health. In the Carson Valley, these benefits have been realized for many years - though they have not always been a result of coordinated efforts or a common focus. The long history of successful swimmers emerging from the community, as well as the building of the community aquatics facilities, demonstrates the Carson Valley Swim Center's commitment to aquatics.

In order to move forward in a strategic manner, the community participants established the following values to guide future decision-making so that the Carson Valley Swim Center continues to realize the many benefits of its comprehensive programs offerings.

- New Ways to Serve the Community
- Build lifelong community health through swim related programs
- Family centered activity



- Expand water recreation to other parts of the county
- Enhance quality of life
- Youth development through employment, events and programming
- Economic development: Swim meets and events attract people to the Carson Valley
- Learn water safety skills
- Facilities are accessible to many
- The Aquatics Center is a high-level training facility

From the values identified by the community, a value statement was created to serve as a foundation for the plan.

### Value Statement

To educate the community that aquatics is a lifetime activity that leads to better health and wellness physically, emotionally, socially and spiritually for all ages with an emphasis on equity and access for all.

### SWOT Analysis

An analysis of existing strengths, weaknesses, opportunities and threats has been performed to help determine the current status of aquatics in the community.

#### Strengths

*Facilities* –The facility is in good working condition and has an extensive Asset Management and Capital Improvement Plan. For over 30yrs, the Carson Valley Swim Center Directors and Trustees have dedicated many financial resources is “keeping the facility in like new condition.” It is our commitment to the community.

*Location and Climate* – The milder winters and warm summers that traditionally occur in the Carson Valley make is conducive to swim outside for 8 months out of the year. The other 4 months of the year swimming occurs indoors. The location in the Reno-Tahoe area against the Sierra Nevada Mountains make for an incredible place to live and visit.

*Membership Model* – The membership model has been very successful for the Swim Center. Our commitment is to our tax paying “residents” who are given discounts. The Swim Center has also built into their memberships a model that values our senior population and demonstrates our commitment to creating a healthier community.

*Successful Programs* – Participation in swim lesson programs and recreation swim brings in thousands of people to the pools. These programs are strong revenue producing programs, but also are a good resource for marketing other aquatics programming and opportunities. There are also a large number of club swim team and masters swimmers that already use the pool for lap swimming and training.

*The Community* – In general, the community is reasonably affluent, with an aging population.

*Economic Impact of Competitive Swim Meets* – The community has benefited from many high level swim meets held at the Aquatics Center over the past several years. These bring many people into the area that utilize restaurants, hotels, and retail stores.

*Pool Maintenance Operations* – The Director, Trustees, Project Manager and Maintenance department has been on the front end of new technology in aquatics maintenance.

## Weaknesses

*Staffing* – Part-time employee turnover. Low staff numbers during certain time of the year. Timing of availability and flexibility. Change current positions or create new ones. PERS limitations.

*Competition for space* – Overcrowding in winter months when programming increases, swim team use and the competition for space. Focus needs to be more kid oriented.

*Underutilizations of Areas* – Volleyball court wasted space. North lawn area wasted space. Add splash pad, zero entrance pool outside, therapy space in the best location.

*Raising costs*

## Opportunities

*New Amenities and Programming* – Increase services and locations. Water Park, Lazy River, Flow Rider, Yoga Classes on SUP Boards

*Facility Expansion* – Update and expand front lobby/entrance. Use outdoor pool year around. Lot next door.

*Community Events* – New and creative. Polar Bear Dip. Increase Child and Family events.

*Employment and Training* – Employment of High School students. Opportunity to build skills, mentoring and coaching.

*New PR and Marketing Opportunities* – be creative and open to new avenues

## Threats

*Changing Population* – Respond and remain relevant as county and school district demographics change. Sustainable for community growth. Outgrowing facility.

*County Commissioners* – Wanting part or all of Tax Rate.

*Non Users/Tax payers* – Rumors of petition started to “Privatize” the swim center. Public perception. Decision making.

*Wages* - Increase in Private Sector to \$12hr minimum. Aquatic Supervisor pay is hourly.

## Action Steps

### Action Steps

The steps established and outlined are for the facility as a whole,

1. Explore expansion of facility while reevaluating current space and usage.
2. Complete an economic vitality study
3. Complete a Cost of Living Study and Cost Comparison across county employment.
4. Develop a targeted PR/Marketing Campaign involving community stakeholders.



## Community Aquatics Model for Carson Valley

Community aquatics models vary greatly throughout the country and it is not likely that any two operations will be exactly the same. Through the experience of committee members and review of other aquatics operations, an inventory of programs were identified as pieces of a successful aquatics operation. This inventory was categorized into related areas. The following section provides an overview of these categories and programs.

**Recreation Swim-** This category includes use of the pool facilities for un-programmed water play year round. Group use of recreation swim is also counted in this category.

**Learn to Swim Programs** - Learn to swim programs are listed in two categories:

Youth Swim Lessons – Age appropriate swim lessons that take youth from not being able to swim to the point where they could join a precompetitive swim program, if interested.

Adult Swim Lessons – Provide lessons that create an environment where adults are comfortable learning.

**Adult Fitness** – Programs that are focused on health and fitness where high levels of skill are not necessary to begin participation in these programs.

Water Aerobics Classes – This is a program that promotes exercise in the water (shallow and deep) that is structured and instructor led. A successful program is responsive to the needs of the participants. Changes in formatting could potentially attract more seniors.

Lap Swim – Unstructured swim time for adults to use the facility to swim laps for fitness.

Dryland Workouts - Unstructured workout time in the Multi-Purpose Room using a variety of equipment.

**High School Sports** – High School Aquatics are offered in Swim Team and Diving. In recent years the number of participants has declined due to a variety of reasons. Success in participation at the high school level directly relates to the relationship to youth swim team. Keeping the youth interested as they move into high school is critical and it is the social element that drives participation.

**Adult Competitive/Advanced Fitness Programs** – These are the programs that require adults to have advanced level of skill or training in to participate.

Masters Swimming/Triathlon Training – This is a coached program where instruction is provided on workouts and training techniques. Scheduling in this area is a key component as is the coach selected to run the program.

**Pool/Facility Rentals** – These would be the private rental of pools and amenities at any of the facilities.

Events and Parties – This area is a primarily summer operation but does continue through the winter in the Mezzanine. Providing birthday parties is a very competitive area and they should be offered, but this should not be an area where expanding revenue is likely. Private event rental of the recreation swim facilities is a potential opportunity.

Swim Meets – Hosting swim meets does not generate a great deal of direct revenue, but their economic impact is thought to be very large. The regional level swim meets will have a much greater economic impact as people will stay longer, utilize hotels, and eat more meals within the City.

**Lane Rentals** – Lane rentals to groups from outside provides and opportunity to generate revenue.

**Other Programs** – This area would be where nontraditional aquatics programming would fall. Scuba classes have been identified as an opportunity, but were tried before without success. It is believed the program could work, but it is a low priority at this point.

**Maintenance of Facilities** – While not a direct service, it is important to recognize that facility maintenance is a key component of operations at all facilities.

## **Relationships**

While the importance of quality in the outlined program areas is essential to building a successful aquatics program, it is also important to realize the overall management of programs and how the relationships between programs is a critical aspect of creating an integrated service delivery model. Key relationships are outlined below.

**School and Community Groups** - The Swim Center hosts and co-teaches two Douglas High School aquatics classes each semester with an average class size of twenty-five students. In the spring of each year, the Swim Center hires twenty-five to thirty students as lifeguards for the upcoming summer. With the combination of lifeguards and cashiers, the Swim Center is one of the largest teen employers in Douglas County. Not only are the Center's lifeguards certified in shallow and deep water lifeguarding, but also have certifications for CPR, first aid, AED (automated external defibrillator), and the administration of oxygen. Many pursue careers as firefighters, paramedics, and nurses, and in law enforcement and the military.

Groups of kids attending school field trips and other organized events visit the Swim Center throughout the year and come from Northern Nevada elementary and middle schools, Douglas County's Adventure Camp, Northern Nevada based Boys & Girls Clubs, and from privately owned daycare centers. Three rural schools from California bus students to our facility for group swim lessons and for water safety instruction.

The Swim just isn't about swimming. It is also a safe place where youth hang out after-school completing homework and socializing until they are picked up by their guardians.

**Transition from Swim Lessons to Competitive Swimming/High School Swimming** – Participants that progress through these levels successfully are the ones that have an opportunity to transition into aquatics as an adult. They also are the participants that form the base to develop qualified staff. Developing an overall management plan/structure that explicitly addresses and encourages this progression will be critical to the success of the model.

**Overall Scheduling of Facilities** – Coordination in the management of an overall schedule of facilities is a critical aspect of managing all program areas. An effort should be made to educate all participant groups that efficient scheduling can be a benefit to all groups involved and that working with other participant groups to share the facility is highly important.



## The Future

Strategic initiatives have been designed to move Carson Valley Swim Center from present day operations to operations that align with the newly developed community aquatics model. These strategic initiatives are:

1. Community needs based scheduling
2. Build a partnership base
3. Maintain tracking of data to help determine expansion opportunities
4. Define the impact the facility has on the community (Health, Wellness, Economic Impact)

These initiatives will each provide a broad strategy for helping to achieve the goals of the plan. An annual work plan will be developed to actively pursue the strategic initiatives in a coordinated manner. The work plan establishes priorities for the year and will be developed jointly by the staff and Board of the East Fork Swimming Pool District.

## **Strategic Initiative 1**

### **Community Needs Based Scheduling**

The Carson Valley Swim Center pools were built to serve the Carson Valley community. Scheduling the use of the facility to satisfy the wants and needs of our community is our top priority. As a special tax district balancing cost-recovery with community need in this area is critical. Aquatics facilities are expensive to operate and underutilization of facilities is not a viable approach to sustain a high quality and diverse aquatics program.

#### **Potential Benefits:**

- Increased Desired Programming
- Overall Cost Savings
- Reduction in Competition for Users in Pool Areas

#### **Target Areas:**

- Defining Most Appropriate Location for Various Uses
  - o Programs
  - o Rentals
  - o Swim Meets
- Define Overall Need for Pool Space at Various Times of The Year
- Understand Opportunities to Reduce Costs When Pools are Not Utilized



## **Strategic Initiative 2 Building a Partnership Base**

The Carson Valley Swim Center recognizes that successful and effective partnerships in the community are beneficial on many levels. For the Carson Valley community, an aquatics partnership between the Carson Valley Swim Center and the Douglas County School District result in both programmatic and financial benefits. By working in partnership with other organizations we will be able to better serve the community and the other potential partnerships may be able to leverage resources.

### **Potential Benefits:**

- Enhanced Community Access
- Increased Programming
- Cost Savings
- Revenue Generation
- Increase Community Health

### **Target Area:**

- Overall Management of Aquatics Facilities
  - o Scheduling
  - o Fees
  - o Marketing
  - o Programming
  - o Capital Improvement Plan

## **Strategic Initiative 3**

### **Determine Expansion Opportunities**

The Carson Valley Swim Center understands the importance to preserving the core areas of operation while trying to develop other service areas. Currently, the only location serving our community is successful from both a participation and financial standpoint but we are aware that serving other areas of our community can be potentially enhanced. Realizing and understanding the wide array of benefits of a comprehensive aquatics program, it is necessary to continually evaluate opportunities for maintaining and enhancing core services. The Carson Valley Swim Center needs to ensure that the community's significant investment in aquatics facilities is sustainable and effective and that ongoing maintenance and improvements are essential.

#### **Potential Benefits:**

- Increased Community Impact
- Increased Employment Opportunities
- Increased Service Area

#### **Target Areas:**

- Provide Quality Facility Maintenance to Aquatics Facilities
  - o Preventative Maintenance via Asset Management Plan
  - o Immediate Repairs
- Maintain Competitive Aquatics Programming
  - o Shared Opportunities
- Continue Key Programs
  - o Membership Model
  - o Recreation Swim
  - o Swim Lessons
- Program Enhancements
  - o Review Opportunities to Extend The Membership Model
  - o Attraction of Additional Swim Meets
  - o Improved Swim Lesson Instructions
  - o Additional Adult Program Opportunities



## **Strategic Initiative 4**

### **Complete an Economic Vitality Study**

It is important to understand the positive financial impact the Carson Valley Swim Center bring to the Carson Valley through their activities, hours of operation and programming including but not limited to both Club and High School Swim Meets.

#### **Potential Benefits:**

- Understand the Impact of Community Businesses
- Help Determine if more Activities need to be Planned
- Opportunities for Increased Revenue

#### **Target Areas:**

- Work with County's Economic Vitality Manager
  - o Complete Assessment
  - o Evaluate Results
  - o Educate Community Partners and Commissioners

## Appendix A: 2021 Annual Work plan

### Community Needs Based Facility Scheduling

1. Defining Most Appropriate Location for Various Uses  
Timeframe: January 1 – August 31
2. Define Overall Need for Pool Space at Various Times of The Year  
Timeframe: January 1 – August 31
3. Understand Opportunities to Reduce Costs When Pools are Not Utilized  
Timeframe: January 1 – August 31

### Building a Partnership Base

4. Overall Management of Aquatics Facilities  
Timeframe: March 1 – September 30

### Determine Expansion Opportunities

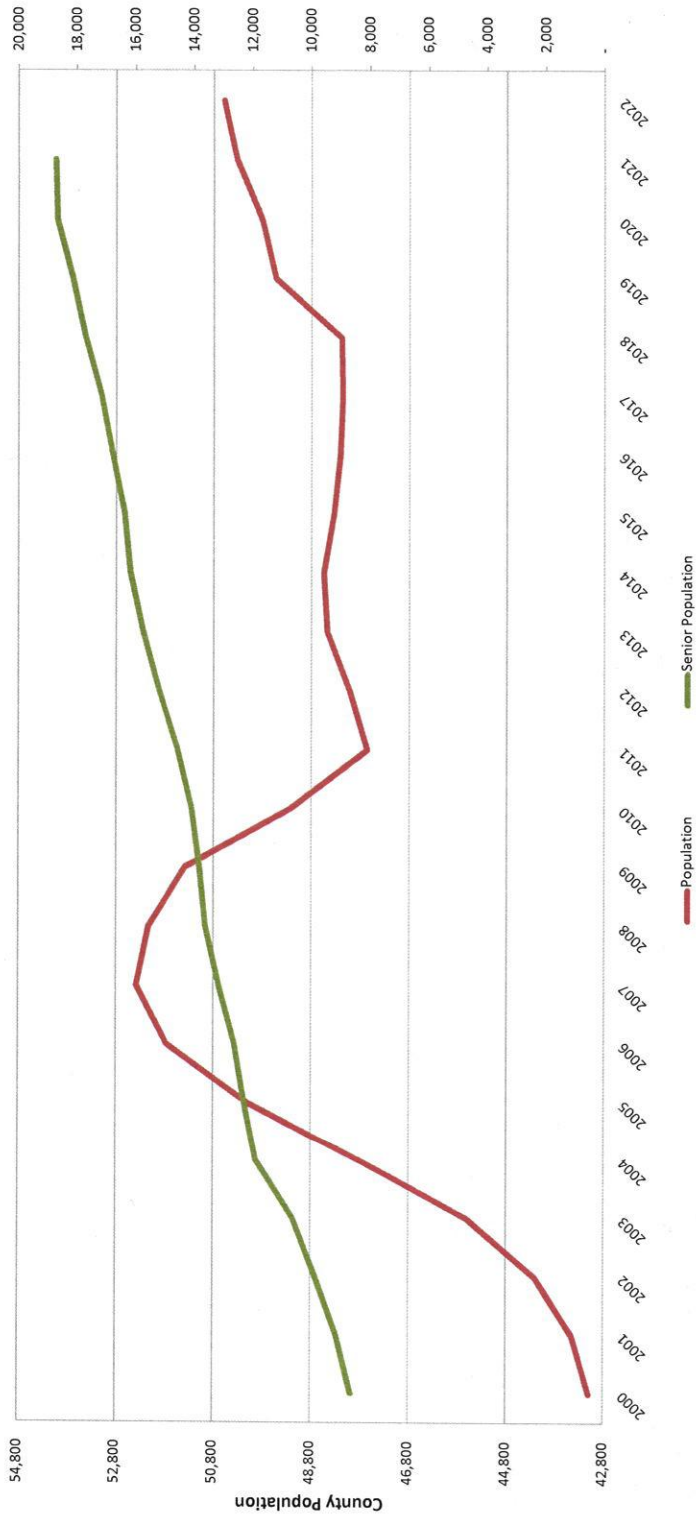
5. Provide Quality Facility Maintenance to Aquatics Facilities.  
Timeframe: January 1 – August 31
6. Maintain Competitive Aquatics Programming  
Timeframe: January 1 – August 31
7. Continue Key Programs  
Timeframe: January 1 – August 31
8. Program Enhancements  
Timeframe: January 1 – August 31

### Complete Economic Vitality Study

9. Work with County's Economic Vitality Manager  
Timeframe: September 1 – November 30

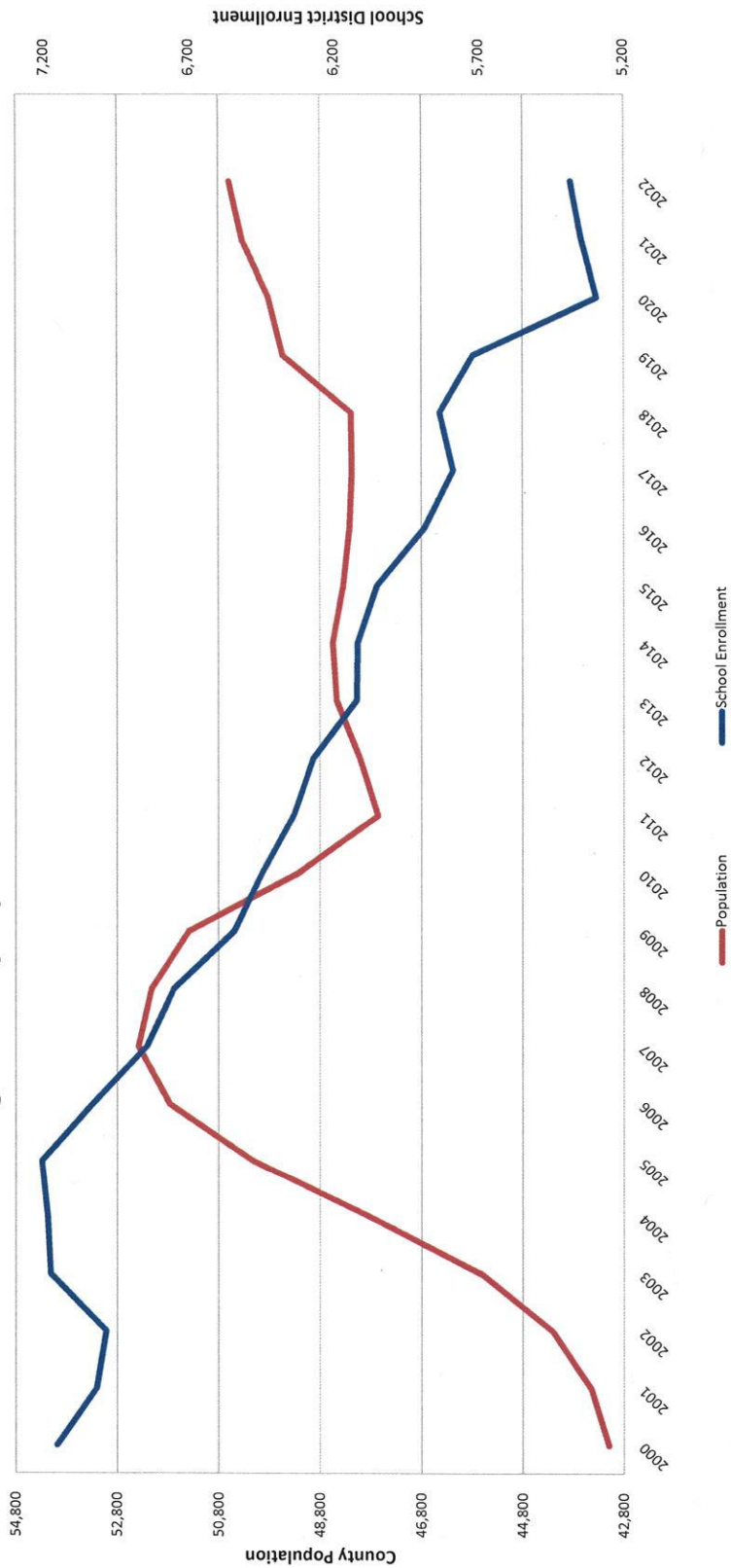


# Douglas County Population & Senior Population



Population data obtained from "Population Projections for Nevada's Counties 2015 to 2023" from The Nevada State Demographer's Office.

## Douglas County Population & School Enrollment Trends



Population data obtained from "Population Projections for Nevada's Counties 2015 to 2023" from The Nevada State Demographer's Office.

School enrollment data provided by the Douglas County School District.



## CVSC January 2023 Director's Report

**User Attendance:** See board binder documents.

- Dec 2021 Attendance was 6722. Dec 2022 Attendance was 6803. ( 1.2% Increase)

### **Programming, Staffing and Training:**

- Shannon attended a DEI Webinar hosted by KEPRO - Employee Assistance Program (EAP)
- Sarah and Tyler taught the High School Aquatics Class and finished up their CPR and First Aid training.
- 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 liked and attended.

### **Marketing and Public Relations**

- Shannon attended and participated in Pool Pact's HR Assessment Workgroup.
- Shannon attended the NRPS North Social in Carson City.
- Staff created, participating in and won the "Government Category" of "The Parade of Lights."
- 1<sup>st</sup> Annual Underwater Santa Pictures.
- Flick 'N Float was scheduled – little to no attendance. Next movies will be scheduled for Jan, Feb & Mar.
- Social media exposure and information sharing: 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: TBD

### **Maintenance Updates:**

- Filter System approved by the Board is being manufactured. Project will be delayed to May 2023 due to manufacturer dropping one of the filters during manufacturing.
- 3M Dive stand is in production and once notified will be picked up at the Reno location to avoid high delivery fee.
- Dave has been working closely with Trane and Seresco regarding the DH1 operations.
- FT Maintenance Assistance position is vacant. Advertising has been done and applications have come in. Still remains open.
- 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. User fee income does not have a direct correlation to attendance. Income is dependent on timing of payments from Point of Sale System as well as billing.

**Correspondence:** See board binder documents (if applicable).

**East Fork Swim Pool District****Attendance Report Fiscal Year: 2021-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>21687</b>	<b>12132</b>	<b>8655</b>	<b>7448</b>	<b>7676</b>	<b>6722</b>							<b>64320</b>
<b>Attendance:</b>													
Lessons	179	0	0	0	0	0							179
Swim Team	1430	850	1100	1100	1100	1035							6615
Mem/Pass Visits	3523	3304	3260	2944	3013	2530							18574
DHS Aquatics	0	675	531	472	531	383							2592
DHS Swim/Dive	0	0	0	0	0	0							0
Drop-In Visits	16555	7303	3764	2932	3032	2774							36360
User Fees	84,116	49,588	27,200	22,848	28,367	18,069							\$230,188

**East Fork Swim Pool District****Attendance Report Fiscal Year: 2022-2023**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>22265</b>	<b>15621</b>	<b>9610</b>	<b>8532</b>	<b>6962</b>	<b>6803</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>69793</b>
<b>Attendance:</b>													
Lessons	1498	650	246	461	392	197							3444
Swim Team	1869	1440	1760	1680	1300	1320							9369
Mem/Pass Visits	3893	3968	3118	3052	2477	2523							19031
DHS Aquatics	0	125	588	434	620	272							2039
DHS Swim/Dive	0	0	0	0	0	0							0
Drop-In Visits	15005	9438	3898	2905	2173	2491							35910
User Fees	72,511	58,663	28,952	24,577	21,532	22,332							\$228,567



**East Fork Swim Pool District****Attendance Report Fiscal Year: 2021-2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>21687</b>	<b>12132</b>	<b>8655</b>	<b>7448</b>	<b>7676</b>	<b>6722</b>	<b>7638</b>	<b>9075</b>	<b>12583</b>	<b>11789</b>	<b>12587</b>	<b>18042</b>	<b>136034</b>
<b>Attendance:</b>													
Lessons	179	0	0	0	0	0	144	266	258	345	514	1316	3022
Swim Team	1430	850	1100	1100	1100	1035	945	1200	1380	1050	1100	1672	13962
Mem/Pass Visits	3523	3304	3260	2944	3013	2530	3078	2707	3474	3063	3162	3707	37765
DHS Aquatics	0	675	531	472	531	383	319	442	679	375	470	0	4877
DHS Swim/Dive	0	0	0	0	0	0	0	460	437	336	210	0	1443
Drop-In Visits	16555	7303	3764	2932	3032	2774	3152	4000	6355	6620	7131	11347	74965
User Fees	84,116	49,588	27,200	22,848	28,367	18,069	31,885	31,565	40,366	39,387	49,218	63,924	\$486,533

**East Fork Swim Pool District****Attendance Report Fiscal Year: 2022-2023**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>22265</b>	<b>15621</b>	<b>9610</b>	<b>8532</b>	<b>6962</b>	<b>6803</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>69793</b>
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Lessons	1498	650	246	461	392	197							3444
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Mem/Pass Visits	3893	3968	3118	3052	2477	2523							19031
DHS Aquatics	0	125	588	434	620	272							2039
DHS Swim/Dive	0	0	0	0	0	0							0
Drop-In Visits	15005	9438	3898	2905	2173	2491							35910
User Fees	72,511	58,663	28,952	24,577	21,532	22,332							\$228,567

**East Fork Swim Pool District**

Lifeguard Activity Report, Fiscal Year: '21-'22

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Swim Rescues	4	4	1	2	2	1	0	2	3	2	4	9	34
Minor First Aid	34	17	10	7	2	4	4	8	7	4	9	20	126
Major First Aid	0	0	0	0	0	0	0	0	0	1	0	3	4
Resuscitations	0	0	0	0	0	0	0	0	0	0	0	0	0
Near Drownings	0	0	0	0	0	0	0	0	0	0	0	0	0
Drownings	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Major First Aid Description:</i>													
Backboard	0	0	0	0	0	0	0	0	0	0	0	0	0
911 Calls	0	0	0	0	0	0	0	0	0	1	0	1	2
Ambulance Transport	0	0	0	0	0	0	0	0	0	1	0	1	2
Oxygen uses	3	0	2	0	0	0	0	0	0	1	0	0	6

**East Fork Swim Pool District**

Lifeguard Activity Report, Fiscal Year: '22-'23

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Swim Rescues	4	0	1	2	1	2							
Minor First Aid	29	16	8	5	0	1							
Major First Aid	0	0	0	0	0	0							
Resuscitations	0	0	0	0	0	0							
Near Drownings	0	0	0	0	0	0							
Drownings	0	0	0	0	0	0							
<i>Major First Aid Description:</i>													
Backboard	0	0	0	0	0	0							
911 Calls	0	0	0	0	0	0							
Ambulance Transport	0	0	0	0	0	0							
Oxygen uses	1	2	1	1	0	0							



## User Attendance Breakdown

### Summary

	Dec 2022			
	Drop-Ins	Passes	Total	%
Senior	312	2,012	2,324	46%
Adult	769	244	1,013	20%
Youth	1,276	9	1,285	26%
Complimentary	17	-	17	0%
Family	42	10	52	1%
Disabled	18	143	161	3%
Therapy	45	-	45	1%
Other	12	105	117	2%
	2,491	2,523	5,014	100%

July 1, 2021 thru Dec 31, 2022			
Drop-Ins	Passes	Total	%
3,285	14,254	17,539	32%
10,575	2,075	12,650	23%
20,085	250	20,335	37%
371	-	371	1%
590	289	879	2%
144	939	1,083	2%
299	-	299	1%
210	876	1,086	2%
35,559	18,683	54,242	100%



## Carson Valley Swim Center 2022 Year in Review

Partnered with Douglas County's Search and Rescue Volunteers, Douglas County Social Services, Alpine County Social Services, Douglas County School District, State of Nevada PALCO Program and Douglas County Parks and Recreation.

Welcomed over 135,000 visitors. Population breakdown: Youth 35%; Senior (60+) 29%; Adults 23%; other 13%

Improved our sanitation process by adding CopperDisinfector developed by Brad Hollander, local resident, to all of our high touch areas.

Awarded the "Loss Control Excellence Award" by Pool Pact after completing the "Loss Control" audit process.

Voted by our community winning 1<sup>st</sup> place for the "Best Place to Take Your Kids."

Adjusted our Swim Lessons schedule to better serve the needs of our families. More private lessons and drop-in lessons to allow for more flexibility. Swim instructors taught over 6,100 kids and adults how to swim.

Encouraged two Lifeguard and Swim Instructor professionals to become certified in the "Angel Fish" national certification program and started conducting swim lessons for children and adults with disabilities.

Honored over 1,000 visits from veteran's w/disabilities at no cost. Recently added active-military to the no cost protocol.

Enrolled supervisory employees in continued education classes and national conferences so we can continue to fulfil our promise to you ensuring safety, innovative programming and a well-managed facility.

Welcomed and co-hosted multiple swim and dive meets through the year from both the Club and High School Teams. Reserved time and supported the "Killer Whales" Special Olympics Team during their training season.

Trained and certified multiple current employees and community members in Lifeguarding, CPR, 1<sup>st</sup> Aid, AED & O2 use.

Hired over 30 new lifeguard, cashier and maintenance professionals from our local community.

Supported newly hired Aquatic supervisor in attaining their emergency medical technician certification.

Recognized team members for their commitment to our Mission and professionalism from month to month.

Communicated with patrons and community through multiple media outlets including: Facebook, Instagram, website, google, yelp, publications, and constant contact.

Upgraded dryland workout equipment in the new workout area and added a recumbent bike.

Replaced multiple assets identified in the district asset management and capital improvement plan.

Incorporated a new and exciting event "underwater pictures with Santa Clause."

Brought back unique programs including our Flick "N Floats and after-hours parties.

Participated in community events including the Parade of Lights, Carson Valley Days Parade, and Health Fairs at both the Community Center and Carson Valley Medical Center.

Incorporated Cybersecurity measures in all areas IT related to better protect possibly vulnerable assets.

Jumped at the opportunity to be a pilot site training and putting in place "HydroApps" a one-stop software program designed by aquatic professionals for aquatic professionals digitizing records, checklists, schedules etc.

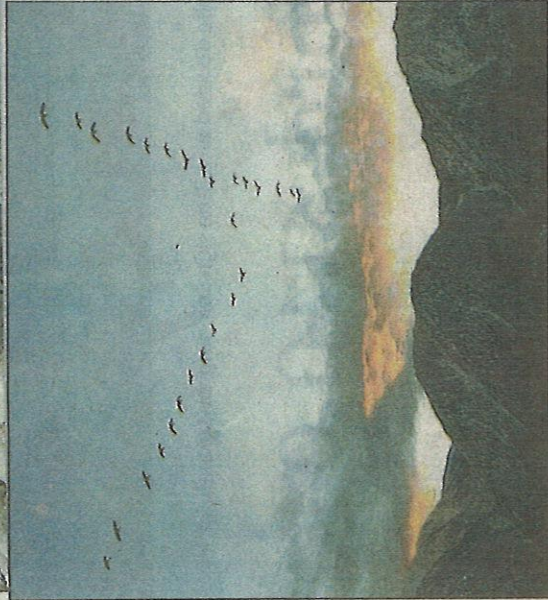
Received a clean audit for the 33<sup>rd</sup> year in a row.



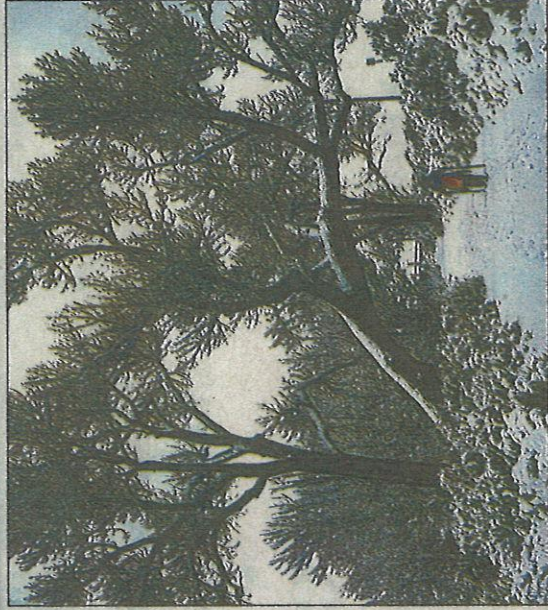
# Valley Views

A2 | Wednesday, December 14, 2022 | The Record-Courier

Offering a view of the valley every week. Tell us what's going on, in and around the area by sending us your notes and photos about events and people. Email submissions to [editor@recordcourier.com](mailto:editor@recordcourier.com) or post them online at The Record-Courier's Facebook page.



SHERYLE LENGENDORFER/SPECIAL TO THE R-C



JAY ALDRICH



SPECIAL TO THE R-C

You need a snorkle to sit on Santa's lap at the Carson Valley Swim Center with elf Catherine Wedin. They'll be back 11:30-2 p.m. Saturday. At far left, geese head west before the storm. At left, a snowy Genoa Vista Trail.

Contact us

Staff



# Judge reminds elected officials to serve



District Judge Tod Young swears in elected officials at the Douglas County Community & Senior Center on Tuesday.

Photo by Kurt Hildebrand.

By Kurt Hildebrand

Wednesday, January 4, 2023

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Around two dozen elected officials took the oath of office at the Douglas County Community & Senior Center on Tuesday afternoon. Scores of family members and supporters turned out for the ceremony, officiated by Douglas County District Judge Tod Young. Young encouraged the officials to applaud in recognition of their achievement.

"You did it! You won! It worked!" Young said to the crowd. "Give a round of applause for all of you. OK, that's enough. That's enough about you, seriously."

Young stressed service in his brief address to the newly elected office holders.

"What you have asked of the community is that you be allowed to make part of your life about the community," he said. "Your role in the community that some of you will undertake, and some of you continue is not about you, it's about the community.

He said that as citizens, they are operating for the benefit of the community.

"Everything from the Clerk-Treasurer's Office to the swimming pool is run by people who live here, elected by the people who live here," he said. "As long as you view your office and your community as something for you to serve, a way for you to give, a way for you to acknowledge the joy of this community, of this state and of this great nation ... then you won't make your office about yourself. You'll make it about everyone else. And that's at the core of the promise you're just about to make."



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Thank you so much for your  
donation to Block D. We really  
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so many students will benefit  
from your donation. We love  
you guys!

Love,

Block D

