

**EAST FORK SWIMMING POOL DISTRICT  
BOARD OF TRUSTEES  
GENERAL MEETING MINUTES  
June 18, 2020 at 8:00 a.m.  
Carson Valley Swim Center  
1600 Hwy 88, Minden, Nevada**

The Board of Trustees June 18, 2020 meeting was called to order at 8:00 AM at the Carson Valley Swim Center, Minden, NV. Board members present were Chairman Mike Hardie, Vice Chairman Doug Robbins, Kimberly Rigdon, and Travis Lee. Frank Dressel joined by phone.

**AGENDA**

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

**NO PUBLIC COMMENT**

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**CONSENT AGENDA ITEMS**

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

- 1a For possible action. Approval of previous minutes from the May 28, 2020 for the special meeting and the general meeting.
- 1b. For possible action. Approval of general ledger cash balances, expenditures and investments through May 31,2020.

**No Public Comment**

- 2. **Discussion Only. Discussion and update on the Capital Improvement Plan ongoing projects.** Chairman Hardie introduced the item. Harris states that she has included the remaining balance funds for the Capital Budget but also included are some of the renderings that TSK provided for the Westside Expansion. You will see a blown up size rendering of what the exercise room is going to look like. This is a basic layout with the additional square footage you guys had requested. What we did was built in a little bit of increased capacity because we always want to allow for expansion, so if we want to purchase another piece of equipment we can. This is a new layout for the guard room with new lockers. I want to do the full size lockers for the supervisors and larger lockers for the lifeguards so they can hang up their clothes so they don't get so wrinkled. The room in front office will become a breakroom for the cashiers. Robbins asked if it is really necessary to buy new lockers. Harris states that the lockers are 30 years old and those lockers aren't even big enough to hang a wet towel so they hang them on their locker doors. Lee states that buying new lockers will be helpful in making the area look more professional. Harris states that there will be 3 doors from the pool deck. Harris states that they are also looking into whether we need an emergency exit in the back or if these 3 doors are sufficient. Rigdon asked how many square feet did we gain. Harris states around 200 square feet. Lee states that it was very helpful to walk the area. Harris states to keep in mind that this is a change and may incur additional cost. Keep in mind that most of the cost of this project will be the boiler replacements and plumbing. Hardie states that we should get the 10% high level design next month.

**No Public Comment**

- 3. **For Possible Action. Discussion and possible action on accepting the multiple incentive programs insurance providers are offering to insured individuals.** Chairman Hardie introduced the item. Maxwell states that several years ago we were approached by Silver Slipper and Silver & Fit. It was determined by Silver Slipper that we were not a good fit because we weren't a gym. So Silver & Fit was the better fit for us. Harris and I decided to give it a try in order to bring more of the senior population to the swim center. It originally

started with Medicare but now I am being contacted every month by insurance companies. It's now not just Medicare, but many insurance companies that are offering this as a benefit to their insured. Many of them are \$30 a month for unlimited visits. The tracking for Silver & Fit is very time consuming and I have actually had to designate one cashier to handle this account. When a patron comes in they must furnish us a membership number and their birth date. We then issue them a card that says Silver & Fit that they can scan each time they come in. A report has to be pulled on each patron. Then the cashier must go into the Silver & Fit Website and enter the information under each member's name. It takes anywhere from 4-10 hours per month. We have to check eligibility constantly because they can go to another facility and sign up and we never know until we don't get paid for their visits to the swim center. We haven't received any new Silver & Fit members for a long time. Our revenue from this program runs \$150-\$190 per month. Rigdon states that it sounds like we're losing money. We are not in the business of insurance and we can't accept one and not the other. Harris states that we aren't looking to get rid of Silver & Fit, we just want direction on the other programs. Lee states we have already opened the door and now we need to look for a better fit. Keep the one we are now doing and don't do anymore. Hardie states that it looks like Pure Fit is the best fit for us. Maxwell states that Pure Fit is thru a regular medical insurance and not Medicare. Dressel states that he agrees with Rigdon that insurance is not our business. Harris states that we need to keep in mind that we have kept our rates low so we can best serve our community and also we have a senior pass that we had created for 70+ and discounts when you turn 60. Maxwell states that we also sell passes to social services and have never turned anyone away because they couldn't pay. Lee says that we need to be very cautious that any decision we might make can't be construed as discriminatory. If the majority of the patrons have an understanding of the challenges that accompany this then rather than taking a hard stance of we just don't do that, say we'll look into it and then this is what we found out. I am open to supporting the board with either other options or that it doesn't make sense fiscally. Maxwell states that if we do decide to discontinue this program, we will give the patrons until the end of the year. That way when they choose their next Medicare supplement, they can pick accordingly. Lee states that instead of taking action today, we should send out notices to the 30 patrons affected about our next meeting to discuss these types of programs. Maxwell will send notices to all affected patrons for our July meeting.

**No Public Comment:**

**4. Discussion Only. Report from the Swim Center Director:**

June 2020 Director's Report  
(Closed May 2020 due to COVID-19)

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

- May 2020 user attendance was at zero due to March 16<sup>th</sup> Closure from COVID-19.
- May 2020 user fees decreased due to closure. Timing of payments vary from mo. to mo.

**Staffing and Programming:**

- Hiring Season for summer typically begins in March for Cashiers and April for Lifeguards. We are currently on a hiring freeze until we are able to re-open and assess attendance of patrons.
- All programming has been cancelled at this time due to closure from COVID-19
- Lifeguards are completing weekly trainings and came into the facility to swim 300 meters and clean out lockers. They were scheduled 6 at a time with 6ft apart.
- FT staff have been meeting weekly to discuss reopening plan of action and maintenance projects
- Shannon has attended multiple virtual meetings and trainings on a variety of topics.

**Marketing and Public Relations**

- Social media exposure: Facebook & Instagram.
- Web based: Website (updating content in July 2020), Google Business, and Alignable.
- Publications: Getaway Reno/Tahoe Area, Peak Nevada, Best of CV, Parks and Rec guide, Almanac.

- Emailing staff and patrons on our internal list to keep up-to-date

**Employee Recognition:** Employee of the Month: N/A Closure

**Maintenance Updates:**

- Construction interviews were performed for the Westside Expansion and Boiler Project.
- Temperatures of the pools have been lowered, air flow dropped down to 40%, two boilers turned off. Other cost savings measures have also been taken (computers off, working w/o all lighting)
- Landscaping Project started (moving sprinkler heads and adding pavers)
- Underwater lights being replaced
- Front entrance doors fixed
- Mezzanine enclosure project started
- Decking cracks sealed
- Parking lot curbing painted

**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. Unnecessary spending has been stopped.

**No Public Comment:**

5. **Possible Action. Discussion on proposed agenda items for the August 20, 2020 meeting**
  - Discussion and possible action on accepting the multiple incentive programs insurance providers are offering to insured individuals
  - Develop direction on the cost recovery during a pandemic
  - Information on 10% design

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