

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

**March 21st, 2024 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

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

9:00am Call to Order and Recognition of Quorum

PUBLIC COMMENT (No Action Can be Taken)

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

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

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

PUBLIC COMMENT

Motion to Approve Consent Calendar items 1a & 1b

- 1a. For Possible Action. Approval of previous minutes from the February 29th, 2024 Meeting.
- 1b. For Possible Action. Approval of general ledger cash balances, expenditures and investments through February 29th, 2024.

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 and possible future projects.
3. For Possible Action. Discussion and possible action on the tentative '24-'25 budget and 5-Year Capital Improvement Plan.
4. For Possible Action. Discussion on the Swim Center Director's annual evaluation and possible action approving Director's Merit increase between 0-5%.
5. 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
6. For Possible Action. Discussion and possible action on proposed agenda items for the April 25th, 2024 general meeting.

Adjournment

Copies of the agenda were posted at 4:30pm, Thursday, March 14th, 2024 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.cvsxim.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**

AGENDA ACTION SHEET

Agenda Item # 1a

Title: Approval of the General Meeting minutes from February 29th, 2024

Background: These are the draft minutes from your previous meeting.

Funding: NA

Recommended Motion: Move to approve the General Meeting minutes from February 29th, 2024

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

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
February 29th, 2024 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees February 29th, 2024 general meeting was called to order by Vice-Chairperson Travis Lee at 9:00 AM at the Carson Valley Swim Center, Minden, NV. Board members present were Trustee Frank Dressel and Trustee Allen Biaggi. Chairperson Sharon DesJardins and Teresa Duffy were absent.

No Public Comment: Lee welcomed new Board Trustee Allen Biaggi. He also welcomed Whitney Bullien and Alan Ferguson.

AGENDA

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

No Public Comment

CONSENT AGENDA ITEMS

- 1a. For possible action. Approval of previous minutes from the January 18th, 2024 General Meeting.
- 1b. For possible action. Approval of general ledger cash balances, expenditures, and investments through January 31st, 2024.

Upon motion made by Biaggi and seconded by Dressel. The consent agenda items 1a & 1b were unanimously approved.

No Public Comment

ADMINISTRATIVE AGENDA

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

Vice-Chairperson Lee introduced the item. Harris states that the Eastside Expansion has been put off till next fiscal year. You won't see much movement as far as expenses until next fiscal year. McCullough states that we are doing the CMAR process. We have already hired an architect and a builder. We are in the schematic planning right now. We should get the pricing soon. Work will start in September 2025. We are pricing a generator. Harris states that if, in a storm or extremely cold weather, we were to lose any of our pumps especially for our HVAC system, this would help preventing this from happening. We always want to be proactive. Do we do a backup generator that just keeps our main functions running or do we get a generator that would keep us operational. We decided we want to stay operational. Also we are part of the COOP Program, which means that the county would use our building if any of theirs were Down. The county has also scoped out some generator project so we have some current pricing already. Biaggi asks if the generator would be diesel. McCullough said yes. Biaggi asks how we decided on Plenum? McCullough states that they have done several projects for us. They did our Locker Room Project and they won the AGC award for best small project. Harris states that the Splash Park is still in the works. Roof Restoration will probably not be done until Spring.

No Public Comment

3. **For Possible Action. Discussion and possible action to contract for basic services with Aquatic Design Group in the amount of \$32,500 for the Activity Pool Toy replacement project and authorize the Director to approve contract change orders up to 10% for any required added scope of service and to sign contract documents.**

Vice-Chairperson Lee introduced item. Harris states Aquatic Design Group is a very well-known aquatics group. They are the ones that put in our toys and slide pool. The pool has worked with this group since the pool opened. The president is Dennis Brookshire and I have worked extensively and he also worked with past Directors. He helps guide us through the Locker Room Project without even contracting him. The industry has changed a lot since we put our toys in 1999. We are going to need to do drain work because our drains are out of code. We are looking to replace the two main toys and also the yellow domes on the deck. Lee asks if Harris can tell us what she has in mind. Harris states the trustees should visit their website. She has seen a project that they did that she likes and has told Brookshire that we want to go with a mural theme.

Biaggi moved to approve awarding the contract for basic services to Aquatic Design Group in the amount of \$32,500 for the Activity Pool Toy replacement project and authorize the Director to approve contract change orders up to 10% for any required added scope of service and to sign contract documents. Dressel seconded the motion. The motion was unanimously approved.

No Public Comment:

4. **Discussion Only. Discussion of the proposed '24-'25 operating budget, 5-year capital improvement budget.**

Vice-Chairperson Lee introduced item. Harris states you will see that we have had to build in quite a bit of additional expense in some of these line items. These items are gas, electric, sewer and water. There is also an increase in janitorial. We are doing a good job in managing chemicals. Maintenance Supervisor has worked hard to find the best prices. The budget is a work in progress. We will still have next month to review the budget for changes. We are very comfortable with this budget. We are presenting two cost recovery. One without interest is 27% and the second on is with interest at 29.6%. We bring in income through our user fees, food and grant money. Payroll expenses tend to be 50-60% of the total budget. The budget has to go to the Department of Taxation in April. Biaggi asks what are entry system charges? Harris states they are our credit card sales. Lee states why do we use red to highlight the forecast 24-25. Harris states that is just the color I picked. I will change that. Harris discusses the 5yr Capital Plan as part of the budget. Lee states on fiscal year 2025-2026 it seems a little light as far as the forecast. I think it's closer to \$1,000,000. Harris states that she will note that.

No Public Comment:

5. **Discussion Only. Discussion on the Association of Aquatic Professional February 12-15th, 2024 Conference and awards ceremony.**

Vice-Chairperson Lee introduced item. Harris stated that Carson Valley Swim Center won one of 10 awards given away annual in the United States. The award Carson Valley Swim Center won was for Programming. Harris introduces the full-time staff that had attended the Awards Ceremony for the AOAP. Harris gave each of the full-time staff a gift for their hard work in order to make it possible for us to win this award. Dressel stated that it gave him a whole new appreciation for what the lifeguards do. Davenport, Aquatic Supervisor, stated that this is her 5th year attending this conference and she always gets new fun ideas for teaching kids how to swim and better train the lifeguards. Gross, Aquatic Supervisor, stated that this is his first conference and it really drove home as to why we are here. Uhrig, Aquatic Supervisor, states that he feels a sense of renewed energy from the conference.

No Public Comment:

6. **Discussion Only. Discussion on the evaluation process of the District's Director to be held during the March 2024 meeting.**

Vice-Chairperson Lee introduced the item. Thompson, Administration Assistant, discussed the documents, to assist them is the rating of the director's performance for 2024, that will be sent to each Trustee. Please take the time to review these documents and be ready to discuss your ratings in the next board meeting.

No Public Comment:

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

CVSC February 2024 Director's Report

User Attendance: See board binder documents.

- Dec 2023 Attendance was 7,138. Dec 2024 Attendance was 8,997 (See attached docs)

Programming, Staffing and Training:

- Aquatic Supervisors (Sarah, Justin, Paul) and Director (Shannon) attended the AOAP Conference in Reno, NV along with Trustees Des Jardins, Duffy and Dressel.
- Sherrie, Sharon T. and Shannon attended an introduction training on the new time tracking system.
- Sharon T. completed an audit with the NV Department of Public Safety.
- Sherrie continues to work through the PERS Audit and conversion to new online platform.
- Shannon and Scott hosted the Construction Team meeting for the Eastside Expansion project.
- Leadership Team (Director and Supervisors) meet monthly to plan and discuss CVSC programming & staffing.
- CVSC hosted the DDST Swim Meet with over 300 registered swimmers over 2 ½ days.
- Monthly In-Service Training/Meeting was conducted by all supervisors.
- Session, Drop-In and Private swim and dive lessons are combined numbers and classes have been successful (see attached #'s)
- Water Aerobics Class attendance is staying steady at 35+ participants in the morning classes. Evening classes are smaller but well likes and attended.

Marketing and Public Relations:

- Shannon attended Executive and General NRPS Board Meetings and the Pool Pact Loss Control Committee Meeting.
- Sharon T. and Shannon attended the Pool Pact Round table with other Special Districts.
- Aquatic Supervisors and Shannon hosted the NRPS Aquatics Committee monthly meeting at CVSC.
- Shannon was invited and sat on the EFFPD's hiring committee for the CFO position.
- Shannon had her quarterly meeting with CGI to discuss PR/Marketing events and reputation on the web.
- Shannon attended the Chamber's Women in Business Coffee event.
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah & Catherine).
- Website updates (Justin, Paul, Sharon), 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:

- Therapy Pool restroom door and locking mechanism has been replaced. The other door to follow now that we know it works well and the patrons are happy with it – easier to lock and lighter in weight.
- Research being done on a new upgraded projector for Flick N Floats and special events.
- Radio Repeater System Final Inspection was completed and passed.
- Roof coating project walk thru identified more work to be done. Retention is still being held.
- Dive stand pad has been put in place but has some bubbling. The company will be out to complete warranty work onsite the end of January 2024.
- Daily, weekly, monthly and annual maintenance projects and asset management are being completed... excel document updated by Maintenance Supervisor and Director regularly
- Updating and improving the data information in Reserve Analyst (Asset Management Program).

Monthly Financial: See board binder documents.

Correspondence: See board binder documents (if applicable).

No Public Comment

6. For Possible Action. Discussion and possible action on proposed agenda items for the Thursday February 29th, 2024 meeting

Capital Plan
Budget
Director Evaluation

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

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

AGENDA ACTION SHEET

Agenda Item # 1b

Title: For possible action. Approval of general ledger cash balances, expenditures and investments through February 29th, 2024.

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 February 29th, 2024.

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

	Feb 24	Budget	Jul-Feb 24	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
Ordinary Income/Expense								
Income								
403 · USER FEES	34,219.55	39,592.26	365,205.24	381,107.04	(15,901.80)	630,450.00	265,244.76	57.93%
496 · FOOD	1,691.75	2,207.00	29,088.00	36,073.00	(6,985.00)	54,500.00	25,412.00	53.37%
497 · MERCHANDISE	873.00	1,214.00	11,875.75	12,083.00	(207.25)	20,500.00	8,624.25	57.93%
498 · GRANT INCOME	0.00	0.00	9,718.54	12,047.00	(2,328.46)	18,500.00	-	0.00%
Total Income	36,784.30	43,013.26	415,887.53	441,310.04	(25,422.51)	723,950.00	299,281.01	57.45%
Cost of Goods Sold								
COST OF GOODS SOLD								
550 · FOOD EXPENSE	575.00	839.00	13,545.64	17,731.00	4,185.36	27,250.00	13,704.36	49.71%
555 · MERCHANDISE EXPENSE	-40.00	0.00	6,613.52	4,376.00	(2,237.52)	10,250.00	3,636.48	64.52%
560 · FOOD SUPPLIES	16.99	61.50	480.96	692.96	212.00	1,250.00	769.04	38.48%
565 · FOOD SPOILAGE	0.00	62.00	57.10	701.00	643.90	500.00	442.90	11.42%
Total COST OF GOODS SOLD	551.99	962.50	20,697.22	23,500.96	2,803.74	39,250.00	18,552.78	52.73%
Total COGS	551.99	962.50	20,697.22	23,500.96	2,803.74	39,250.00	18,552.78	52.73%
Gross Profit	36,232.31	42,050.76	395,190.31	417,809.08	(22,618.77)	684,700.00	280,728.23	57.72%
Expense								
GENERAL & ADMINISTRATIVE								
629 · ADVERTISING/PRINTING	1,368.74	452.00	8,350.74	4,180.00	(4,170.74)	13,000.00	4,649.26	64.24%
630 · POSTAGE	0.00	0.00	287.65	555.00	267.35	800.00	512.35	35.96%
631 · JANITORIAL EXPENSE	921.92	631.00	7,568.91	5,115.00	(2,453.91)	9,300.00	1,731.09	81.39%
632 · SOFTWARE - IT	1,628.00	661.00	22,076.46	17,525.00	(4,551.46)	28,500.00	6,423.54	77.46%
641 · POOL TRAINING AND EDUCATION	241.89	0.00	890.89	2,000.00	1,109.11	2,000.00	1,109.11	44.54%
645 · OFFICE SUPPLIES	173.85	560.00	3,123.08	4,339.00	1,215.92	6,500.00	3,376.92	48.05%
660 · SEMINARS & EDUCATION	0.00	0.00	4,556.00	1,802.00	(2,754.00)	4,500.00	(56.00)	101.24%
661 · DUES/SUBSCRIPTIONS	25.98	243.00	1,400.84	510.00	(890.84)	1,025.00	(375.84)	136.67%
680 · TRAVEL EXPENSE	0.00	143.00	9,252.22	9,000.00	(252.22)	9,000.00	(252.22)	102.80%
683 · AUTO REIMBURSEMENT/MILEAGE	635.00	859.00	2,049.50	2,200.00	150.50	2,200.00	150.50	93.16%
690 · LEGAL EXPENSE	1,280.51	219.00	2,373.96	1,284.00	(1,089.96)	1,995.00	(378.96)	119.00%
691 · ACCOUNTING EXPENSE	145.00	211.00	2,539.75	2,342.00	(197.75)	3,500.00	960.25	72.56%
692 · BANK CHARGES	455.00	478.00	15,060.00	16,273.00	1,213.00	18,250.00	3,190.00	82.52%
693 · ENTRY SYSTEM CHARGES	0.00	0.00	0.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00%
694 · DC VOTER FEES	5,284.57	2,387.00	28,503.04	17,293.00	(11,210.04)	26,000.00	(2,503.04)	109.63%
780 · CASH OVER/SHORT	5,466.30	0.00	5,466.30	5,300.00	(166.30)	5,300.00	(166.30)	103.14%
	-12.40	0.00	-230.81	0.00	230.81	-	230.81	#DIV/0!
Total GENERAL & ADMINISTRATIVE	17,614.36	6,844.00	113,288.53	90,918.00	(22,350.53)	133,070.00	19,801.47	85.12%
PAYROLL EXPENSES								
599 · BOARD EXPENSES	1,936.00	3,857.00	12,977.77	15,857.00	2,879.23	24,000.00	11,022.23	54.07%
600 · SALARIES & WAGES	84,913.41	84,347.00	832,796.41	844,258.00	11,461.59	1,305,687.00	472,890.59	63.78%
601 · SOCIAL SECURITY	2,710.15	3,492.00	30,229.09	32,997.00	2,767.91	50,835.00	20,605.91	59.47%
611 · MEDICARE	1,234.54	1,315.00	12,110.76	12,631.00	520.24	19,628.00	7,517.24	61.70%
613 · STATE UNEMPLOYMENT	767.79	945.00	6,029.65	6,889.00	859.35	14,899.00	8,869.35	40.47%
614 · HEALTH INSURANCE	5,860.15	4,553.00	41,612.65	41,827.00	214.35	65,142.00	23,529.35	63.88%

	Feb 2024	Budget	Jul-Feb 24	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 · PERS	28,117.60	13,214.00	110,606.61	113,940.00	3,333.39	178,814.00	68,207.39	61.86%
617 · WORKMANS COMPENSATION	4,221.75	3,572.00	33,774.00	28,576.00	(5,198.00)	42,876.00	9,102.00	78.77%
639 · PAYROLL TAX ADJUSTMENTS	796.00	0.00	2,597.25	0.00	(2,597.25)	-	(2,597.25)	#DIV/0!
640-1 · ACCRUED WAGES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-2 · ACCRUED PAYROLL TAXES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-3 · ACCRUED VACATION	-105.71	0.00	666.49	0.00	(666.49)	-	(666.49)	#DIV/0!
Total PAYROLL EXPENSES	130,451.68	115,295.00	1,083,400.68	1,096,975.00	13,574.32	1,701,881.00	618,480.32	63.66%
POOL OPERATIONS								
UTILITIES								
619 · GARBAGE	636.00	505.00	5,088.00	4,319.00	(769.00)	6,800.00	1,712.00	74.82%
621 · TELEPHONE EXPENSE	552.94	243.00	4,347.90	3,897.00	(450.90)	6,300.00	1,952.10	69.01%
622 · ELECTRIC	9,537.20	11,426.00	97,414.30	92,990.00	(4,424.30)	140,025.00	42,610.70	69.57%
624 · WATER	555.85	530.00	6,928.65	7,694.00	765.35	11,500.00	4,571.35	60.25%
625 · SEWER	0.00	0.00	3,644.71	3,059.00	(585.71)	4,075.00	430.29	89.44%
626 · NATURAL GAS	12,915.88	8,016.00	104,146.41	54,614.00	(49,532.41)	98,000.00	(6,146.41)	106.27%
Total UTILITIES	24,197.87	20,720.00	221,569.97	166,573.00	(54,996.97)	266,700.00	45,130.03	83.08%
623 · INSURANCE	0.00	0.00	36,453.43	36,453.43	-	36,453.43	-	100.00%
628 · CHEMICALS	2,060.81	3,406.00	38,618.02	44,137.00	5,518.98	65,000.00	26,381.98	59.41%
633 · MAINTENANCE & REPAIR	2,216.40	4,581.00	53,075.07	73,427.00	20,351.93	112,000.00	58,924.93	47.39%
634 · EQUIPMENT RENTAL	185.59	218.00	3,277.68	2,978.00	(299.68)	4,830.00	1,552.32	67.86%
636 · LANDSCAPE MAINTENANCE	740.00	817.00	5,920.00	6,536.00	616.00	11,796.57	5,876.57	50.18%
640 · EMPLOYEE INCENTIVES	-475.79	0.00	2,927.47	1,913.00	(384.47)	2,500.00	202.53	91.90%
642 · SAFETY	1,580.96	414.00	9,401.41	4,883.00	(4,518.41)	8,000.00	(1,401.41)	117.52%
643 · SUPPLIES	251.76	172.00	4,764.09	3,546.00	(1,218.09)	5,750.00	985.91	82.85%
644 · UNIFORMS	1,424.73	450.00	5,275.16	4,817.00	(458.16)	8,000.00	2,724.84	65.94%
646 · SMALL EQUIPMENT	0.00	1,531.00	184.99	2,659.00	2,474.01	2,775.00	2,590.01	6.67%
Total POOL OPERATIONS	32,182.33	30,778.00	380,652.30	345,263.43	(35,388.87)	521,030.00	140,377.70	73.06%
850 · DEPRECIATION EXPENSE	44,059.58	44,059.58	352,476.64	352,476.64	-	528,715.00	429,240.00	66.67%
Total Expense	224,307.95	196,976.58	1,929,798.15	1,885,633.07	(44,165.08)	2,884,696.00	1,207,899.49	66.90%
Net Ordinary Income	(188,075.64)	(154,925.82)	(1,534,607.84)	(1,467,823.99)	(66,783.85)	(2,199,996.00)	(927,171.26)	69.76%
Other Income/Expense								
Other Income								
401-4 · AD VALOREM	417,662.87	555,670.00	2,558,034.15	2,286,183.00	271,851.15	2,886,595.00	328,560.85	88.62%
491 · INTEREST INCOME	16,121.26	1,716.00	98,389.28	7,739.00	90,650.28	16,125.00	(82,264.28)	610.17%
499 · OTHER INCOME	0.00	0.00	23.21	0.00	-	-	-	-
Total Other Income	433,784.13	557,386.00	2,656,446.64	2,293,922.00	362,501.43	2,902,720.00	246,296.57	91.52%
Other Expense								
899 · Interest Expense	0.00	0.00	3,775.20	(3,815.00)	(39.80)	(7,630.00)	(11,405.20)	-
Total Other Expense	-	-	3,775.20	(3,815.00)	(39.80)	-	(11,405.20)	-
Net Other Income	433,784.13	557,386.00	2,652,671.44	2,297,737.00	362,461.63	2,902,720.00	234,891.37	91.39%
Net Income	245,708.49	402,460.18	1,118,063.60	829,913.01	295,677.78	702,724.00	(692,279.89)	159.10%

8:28 AM

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

As of February 29, 2024

03/08/24

Accrual Basis

	<u>Feb 29, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	622,510.54
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	3,080,331.75
112-5 · LOCAL GOV'T POOL OPERATING	194,573.76
Total Checking/Savings	<u>3,898,266.05</u>
Accounts Receivable	
121 · ACCOUNTS RECEIVABLE	3,108.00
Total Accounts Receivable	<u>3,108.00</u>
Other Current Assets	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	10,319.82
120 · MERCHANDISE INVENTORY	3,704.32
125 · FOOD INVENTORY	1,811.96
Total 12100 · INVENTORY	<u>15,836.10</u>
130 · Prepaid Expense	-0.04
170-4 · DELIQUENT TAX REC	40,622.55
Total Other Current Assets	<u>56,458.61</u>
Total Current Assets	<u>3,957,832.66</u>
Fixed Assets	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	397,086.24
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,138,593.17
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	<u>7,905,508.84</u>
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
Total Other Assets	<u>410,899.00</u>
TOTAL ASSETS	<u><u>12,274,240.50</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	44,462.03
Total Accounts Payable	<u>44,462.03</u>
Credit Cards	
202 · CITI VISA CREDIT CARD	4,706.40
Total Credit Cards	<u>4,706.40</u>

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

As of February 29, 2024

	<u>Feb 29, 24</u>
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	51,916.80
221-2 · ACCRUED PAYROLL TAXES	9,545.51
229 · SUTA	1,521.69
230 · FEDERAL WITHHOLDING	-3,267.00
231-1 · MEDICARE EMPLOYEE	-660.75
231-2 · MEDICARE COMPANY	-660.75
233-1 · SOCIAL SECURITY EMPLOYEE	-1,545.32
233-2 · SOCIAL SECURITY COMPANY	-1,545.32
234-3 · Aflac	247.20
	<hr/>
Total 200 · PAYROLL LIABILITIES	55,552.06
2110 · Direct Deposit Liabilities	-38,474.07
218 · ACCRUED VESTED VAC PAY	24,170.20
219 · OPEB LIABILITY	24,333.00
235 · ACCRUED WORKMANS COMPENSATION	-4,535.80
236 · NOTE PAYABLE - ZION	366,000.00
	<hr/>
Total Other Current Liabilities	427,045.39
Total Current Liabilities	<hr/> 476,213.82
Long Term Liabilities	
220 · NET PENSION LIABILITY	1,126,751.00
225 · DEFERRED PENSION INFLOWS	179,203.00
	<hr/>
Total Long Term Liabilities	1,305,954.00
Total Liabilities	<hr/> 1,782,167.82
Equity	
349 · RETAINED EARNINGS	6,273,238.34
351-1 · FUND BALANCE	1,452,260.17
355 · CONTRIBUTED CAPITAL	1,648,952.81
Net Income	1,117,621.36
	<hr/>
Total Equity	10,492,072.68
TOTAL LIABILITIES & EQUITY	<hr/> <hr/> 12,274,240.50

	Account	Amount	Memo
Ace Hardware	633 - MAINTENANCE & REPAIR	10.91	Fasteners,Screwdriver
Air Filter Sales	633 - MAINTENANCE & REPAIR	283.51	Air Filters
AIRGAS	628 - CHEMICALS	1,777.61	Carbon Dioxide Liquid
Amazon	641 - POOL TRAINING & EDUCATION	595.87	Subscription,Janitorial Supplies,Office Supplies,Water Exercise,FlickNFloat Mowle,Food supplies,Maintenance,Anchor Weights For Boxing Stand
American Red Cross	633 - MAINTENANCE & REPAIR	91.90	LG Instructor's Manual & Deck Book
Autzone	633 - MAINTENANCE & REPAIR	3.98	Valve Caps
Bulb Daddy	633 - MAINTENANCE & REPAIR	39.75	LED CC Driver
Cannon Financial Services	634 - EQUIPMENT RENTAL	185.59	Copier,Lease/Equip Insurance (Feb 2024)
Carson Valley Accounting LLC	691 - ACCOUNTING EXPENSE	275.00	Monthly site visit
Carson Valley Chamber of Commerce	629 - ADVERTISING/PRINTING	25.00	Women in Business
Carson Valley Signs	644 - UNIFORMS	112.50	Screen Maintenance L/S Rash Shirts (15)
CGI Communications	629 - ADVERTISING/PRINTING	1,323.75	Final Pymt of 4
Charter Business	621 - TELEPHONE EXPENSE	258.01	Internet/TV
Costco	683 - AUTO REIMBURSEMENT/MILEAGE	589.33	Food,Gloves,Janitorial,Office Supplies,Food Supplies
David Long	683 - AUTO REIMBURSEMENT/MILEAGE	63.65	AOAP Awards Reno Conf
Deanna Abbott	683 - AUTO REIMBURSEMENT/MILEAGE	70.91	Mileage & Food Purchase
Desert Star Landscaping	636 - LANDSCAPE MAINTENANCE	740.00	Contract Feb 2024
Douglas County School District	614 - HEALTH INSURANCE	6,270.17	Health Insurance Feb 24 (7FT/1) Dependents- Long
Douglas County Clerk	694 - DC VOTER FEES	5,466.30	Voter Maintenance Fee active voters FY 23/24
Ebay	631 - JANITORIAL	59.49	Hex Cap Screw,Socket Screw Set
Frank Dressel	683 - AUTO REIMBURSEMENT/MILEAGE	259.95	Mileage & Meal Perdiem AOAP Reno Conf
Global Payments	683 - ENTRY SYSTEM CHARGES	2,807.59	
Go Daddy	632 - SOFTWARE-IT	29.99	Monthly Renewal
High Sierra Business Systems	645 - OFFICE SUPPLIES	136.86	Copy fee for 4 copiers/printers (Jan 2024)
Home Depot	633 - MAINTENANCE & REPAIR	200.44	AMP Meter,Handheld Showerhead,Hand Seamer,Self Lving SLNT
Inland Supply Co	631 - JANITORIAL	630.96	Toilet Tissue,Motion Towels,Green Liners,Hand Soap
Isolved	632 - SOFTWARE-IT	600.30	Implementation Deposit New Software
Jack Stevenson	683 - AUTO REIMBURSEMENT/MILEAGE	121.54	
Justin Gross	683 - AUTO REIMBURSEMENT/MILEAGE	290.95	Mileage & Meal Perdiem AOAP Reno Conf
Lifeguard Store	633 - MAINTENANCE & REPAIR	120.00	Body Segments Donut Floats(Lane Repair)
Lincoln Aquatics	633 - MAINTENANCE & REPAIR	194.68	Arhwave Supertensioner
Lowes	633 - MAINTENANCE & REPAIR	27.41	LED Driver
Microsoft Corp	632 - SOFTWARE-IT	7.79	iCloud Backup
Nail Gun Depot	633 - MAINTENANCE & REPAIR	155.28	Rubber Air Hose w/ittings,Hose end,Hose splicer
Nevada New Group	599 - BOARD EXPENSES	336.00	Board Vacancy AD#39124
NV Energy	622 - ELECTRIC	9,537.20	
O'Reilly Auto Parts	633 - MAINTENANCE & REPAIR	34.25	Gas Can for Snowblower
Original Waterman, Inc	621 - TELEPHONE EXPENSE	294.93	Monthly Service Fee (Feb 24)
Oshinski & Forsberg, Ltd	644 - UNIFORMS	1,098.23	LG S/S Rash Guards
Overhead Fire Protection	642 - SAFETY	145.00	Call w/Sharon T. discuss appt of new board member
Paul Uhlig	633 - MAINTENANCE & REPAIR	1,355.00	Annual Inspection Fire Alarm System
Pacific Gasoline	642 - SAFETY	28.00	Fuel for Snowblower
Pool & Hot Tub Foundation	641 - POOL TRAINING & EDUCATION	249.99	CPO Books, Meal Perdiem AOAP Reno Conf
Poster My Wall	633 - MAINTENANCE & REPAIR	150.00	CPO Instruct (J.Lopresto,J.Gross,J.Stevenson)
Public Employees Benefits Program	632 - SOFTWARE-IT	115.83	AquaStar 6" Hockey Puck Suction Outlet Cover
QuickBooks Payroll Service	614 - HEALTH INSURANCE	9.95	Monthly Recurring Charge
Sarah Davenport	639 - PAYROLL TAX ADJUSTMENTS	47.06	Feb 2024 #834
Shannon Harris	683 - AUTO REIMBURSEMENT/MILEAGE	796.00	Fees for Direct Deposit
Sharon DesJardins	683 - AUTO REIMBURSEMENT/MILEAGE	303.95	Mileage & Meal Perdiem AOAP Reno Conf
Sherrie Taylor	683 - AUTO REIMBURSEMENT/MILEAGE	306.22	Mileage & Meal Perdiem AOAP Reno Conf
Sierra Booking Services, inc	683 - AUTO REIMBURSEMENT/MILEAGE	132.65	Mileage & Meal Perdiem AOAP Reno Conf
SOUTHWEST GAS	691 - ACCOUNTING EXPENSE	63.65	AOAP Awards Reno Conf
Spotify	626 - NATURAL GAS	180.00	Jan 2024 Payroll/PERS
Town Of Minden	661 - DUES/SUBSCRIPTIONS	12,915.88	
Ultimate Pool Tool	683 - AUTO REIMBURSEMENT/MILEAGE	10.99	
Uniformity	624 - WATER & TRASH	238.24	Mileage & Meal Perdiem AOAP Reno Conf
Univerus Software Canada Inc	633 - MAINTENANCE & REPAIR	1,191.85	Water/Garbage
WalMart	644 - UNIFORMS	375.00	
Western Nevada Supply	683 - ENTRY SYSTEM CHARGES	214.00	Logo Bikini Tops Embroidery Vests
	550 - FOOD EXPENSE	2,476.98	E-Commerce Fees Nov 23-Jan 2024
	633 - MAINTENANCE & REPAIR	66.32	Corn dogs/Ice Cream
		845.99	IMCO Insul Dued Red Duct Tape,5Gal Dowfrost HD,Nipple,Ball Valve,Adaptor,Hose,Oil Filter,PVC Plier
		57,346.13	Total

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

AGENDA ACTION SHEET

Agenda Item #2

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

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

Funding: NA

Recommended Motion: Discussion only

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

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

Construction Funds Available as of:

Local Government Investment Pool

Feb 29th, 2024
\$ 3,080,331

2023/2024 Projects

Eastside Expansion

Splash Park (TRE)

Roof Restoration ('22-'23)

Project Management ('23-'24 Scott McCullough)

Asset Mang Plan (rockwall, diving board, ada remodel, Slide seam work, repipe work pump room, ada lift, Dive Stand Pad, Sierra Integrated system)

Contingency (snow blower, computers, printer, docking station, frig)

Company	2023/2024 Budget	Contract Amount/Expense	Remaining Amts. Payable
Plenium / TSK	1,187,245	1,187,245	1,146,454
Douglas County	50,000	50,000	50,000
CTR/Garland	212,755	164,850	8,243
Douglas County	13,000	13,000	6,507
Reserve Analyst	282,554	282,554	166,203
Contingency for Asset Mang	30,000	30,000	1,920
'23/'24 Capital Budget	1,775,554	1,727,649	

Remaining Construction Funds Available

1,379,327
\$ 1,701,004

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

AGENDA ACTION SHEET

Agenda Item #3

Title: For Possible Action. Discussion and possible action on the tentative '24-'25 budget and 5-Year Capital Improvement Plan.

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, 2024.

Funding: NA

Recommended Motion: Move to approve the tentative '24-'25 budget and 5-Year Capital Improvement Plan.

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

**Carson Valley Swim Center
2024/2025
Budget**

	Actual 22-23	Budget 23-24	Forecast 24-25	12 Month Actual Jan - Dec 2023	Budget 24-25	% Diff 23- 24 Budget
Income						
403 · USER FEES	480,315	630,450	614,548	484,886	640,650	1.62%
496 · FOOD	43,956	54,500	47,515	50,064	66,146	21.37%
497 · MERCHANDISE	18,939	20,500	20,293	19,231	25,409	23.95%
498 · GRANT INCOME	13,326	18,500	16,172	19,878	15,000	
	556,536	723,950	698,528	574,058	747,205	3.21%
Cost of Goods Sold						
550 · FOOD EXPENSE	22,659	27,250	23,065	25,920	34,247	25.68%
555 · MERCHANDISE EXPENSE	11,095	10,250	12,488	10,303	13,613	32.81%
560 · FOOD SUPPLIES	1,234	1,250	1,027	1,453	1,250	0.00%
565 · FOOD SPOILAGE	559	500	230	755	750	50.00%
	35,548	39,250	36,809	38,432	49,860	27.03%
Expense						
PAYROLL EXPENSES						
599 · BOARD EXPENSES	22,400	24,000	21,121	22,400	23,000	-4.17%
600 · SALARIES & WAGES	1,014,390	1,305,687	1,294,225	1,035,550	1,472,939	12.81%
601 · SOCIAL SECURITY	35,890	50,835	48,067	36,718	57,894	13.89%
611 · MEDICARE	14,852	19,628	19,108	15,209	21,706	10.58%
613 · STATE UNEMPLOYMENT	6,512	14,899	14,040	5,238	16,606	11.46%
614 · HEALTH INSURANCE	51,557	65,142	64,928	54,413	62,750	-3.67%
615 · PERS	79,011	178,814	175,481	106,648	188,658	5.51%
617 · WORKMANS COMPENSATION	31,411	42,877	48,074	35,792	51,351	19.76%
	1,262,321	1,701,882	1,688,307	1,333,734	1,894,905	11.34%
GENERAL & ADMINISTRATIVE						
629 · ADVERTISING/PRINTING	11,480	13,000	17,171	12,518	15,000	15.38%
630 · POSTAGE	575	800	533	698	800	0.00%
631 · JANITORIAL EXPENSE	11,308	9,300	11,754	9,131	12,775	37.37%
632 · SOFTWARE	20,453	28,500	33,051	23,604	33,555	17.74%
641 · POOL TRAINING AND EDUCATIC	1,531	2,000	891	2,562	910	-54.50%
645 · OFFICE SUPPLIES	4,309	6,500	5,284	(471)	6,071	-6.60%
660 · SEMINARS & EDUCATION	4,377	4,500	7,254	3,222	7,325	62.78%
661 · DUES/SUBSCRIPTIONS	1,519	1,025	1,916	924	2,045	99.51%
680 · TRAVEL EXPENSE	6,873	9,000	9,252	9,534	10,093	12.14%
681 · MEALS	1,832	2,200	2,050	2,186	2,274	3.36%
683 · AUTO REIMBURSEMENT/MILEAG	1,787	1,995	3,085	1,519	2,975	49.12%
690 · LEGAL EXPENSE	4,153	3,500	3,698	4,166	5,000	42.86%
691 · ACCOUNTING EXPENSE	17,360	18,250	17,037	17,730	19,001	4.12%
692 · BANK CHARGES	410	1,200	-	1,490	1,200	0.00%
693 · ENTRY SYSTEM CHARGES	27,995	26,000	37,210	24,104	39,000	50.00%
694 · VOTER REGISTRATION	5,336	5,300	5,466	5,308	5,500	3.77%
	120,660	133,070	155,421	117,498	163,294	22.71%
POOL OPERATIONS						
623 · INSURANCE	32,747	32,750	36,453	32,747	37,000	12.98%
628 · CHEMICALS	59,320	65,000	59,481	69,172	62,125	-4.42%
633 · MAINTENANCE & REPAIR	128,629	112,000	91,648	105,244	110,000	-1.79%
634 · EQUIPMENT RENTAL	4,118	4,830	5,130	6,253	5,000	3.52%
636 · LANDSCAPE MAINTENANCE	14,043	15,500	14,884	9,020	17,885	15.39%
640 · EMPLOYEE INCENTIVES	3,092	2,500	2,884	3,209	3,200	28.00%
642 · SAFETY	16,031	8,000	12,518	19,362	12,500	56.25%
643 · SUPPLIES	5,403	5,750	6,968	3,828	7,050	22.61%
644 · UNIFORMS	8,779	8,000	8,458	8,009	8,175	2.19%
646 · SMALL EQUIPMENT	4,709	2,775	-	1,913	4,800	72.97%
	276,870	257,105	238,425	258,757	267,735	4.13%
UTILITIES						
619 · GARBAGE	6,756	6,800	7,569	6,652	8,200	20.59%
621 · TELEPHONE EXPENSE	6,411	6,300	6,751	6,342	6,800	7.94%
622 · ELECTRIC	143,382	140,025	144,449	131,478	145,000	3.55%
624 · WATER	10,450	11,500	10,735	11,295	11,500	0.00%
625 · SEWER	4,031	4,075	4,661	4,031	6,450	58.28%
626 · NATURAL GAS	106,957	98,000	147,532	89,191	158,000	61.22%
Total UTILITIES	277,987	266,700	321,697	248,989	335,950	25.97%
Total POOL OPERATIONS	554,857	523,805	560,122	507,746	603,685	15.25%
850 · DEPRECIATION EXPENSE	453,176	528,715	528,715	-	500,000	-5.43%
Total Expense	2,426,561	2,926,722	2,969,374	1,997,410	3,211,744	9.74%
Net Ordinary Income	-1,870,025	-2,202,772	-2,270,846	(1,423,352)	-2,464,539	11.88%
Other Income						
401.4 · AD VALOREM	2,903,844	2,886,595	3,158,446	2,802,614	3,054,254	5.81%
499 · OTHER INCOME	1,122.04	-	23	670	-	
491 · INTEREST INCOME	67,331	16,125	106,775	21,365	80,000	396.12%
TOTAL Other Income	2,972,297	2,902,720	3,265,245	2,824,649	3,134,254	7.98%
Other Expense						
899 · Interest Expense	-	(7,630.00)	(39.80)	-	4,773.60	-162.56%
TOTAL Other Expense	-	(7,630.00)	(39.80)	-	4,773.60	-162.56%
Net Income	1,102,271	692,318	994,358	1,401,298	674,489	-2.58%
Cost Recovery %	28.7%	30.2%	28.6%	28.7%	27.60%	
Net Income before Depreciation	1,555,447	1,221,033	1,523,073	1,401,298	1,174,489	
Cost Recovery % with Interest Income	32.19%	30.86%	33.00%	29.81%	30.56%	

NUC and FUT 23-24

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

AGENDA ACTION SHEET

Agenda Item #4

Title: For Possible Action. Discussion on the Swim Center Director's annual evaluation and possible action approving Director's Merit increase between 0-5%.

Background: East Fork Swimming Pool District Board of Trustees conduct an annual evaluation for the District's Director and discuss approving a merit increase between 0-5%. The EFSPD contracted with an independent contractor (Human Resources Dynamics) to conduct a "Salary Assessment" and the recommended salary range for the District's Director Position was \$105,000- \$130,000 in 2019.

However, the Trustees in the October 2019 meeting discussed and agreed that a salary range is not typical for a contracted employees positions such as the Directors and the EFSPD hasn't established a range in the Districts 30year history.

Current Salary = \$121,275
1% increase = \$122,487 (\$1,212)
2% increase = \$123,700 (\$2,425)
3% increase = \$124,913 (\$3,638)
4% increase = \$126,126 (\$4,851)
5% increase = \$127,338 (\$6,063)

Funding: NA

Recommended Motion: Move to approve the Director's merit by \$ _____ increase totaling \$ _____ annually.

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

CVSC March 2024 Director's Report

User Attendance: See board binder documents.

- Feb Attendance 2023 was 7,915. Feb 2024 Attendance was 8,630 (See attached docs)

Programming, Staffing and Training:

- Aquatic Supervisors held multiple interviews and hired several lifeguards and are completing orientation.
- Sherrie, Sharon T. and Shannon attended new time tracking system training with isolate.
- Sherrie completed the PERS Audit and it has been closed.
- Shannon attended online the quarterly cybersecurity training/webinar.
- Hosted DHS Swim and Dive Meets.
- Re-certifications occurred for multiple Lg's and Supervisors.
- Leadership Team (Director and Supervisors) meet monthly to plan and discuss CVSC programming & staffing.
- Monthly In-Service Training/Meeting was conducted by all supervisors.
- Session, Drop-In and Private swim and dive lessons are combined numbers and classes have been successful (see attached #'s)
- Water Aerobics Class attendance is staying steady at 35+ participants in the morning classes. Evening classes are smaller but well likes and attended.

Marketing and Public Relations:

- Shannon attended General NRPS Board Meetings as President-Elect
- Shannon attended the monthly Chamber's "Women in Business" coffee event.
- Shannon attended Fortnightly and received on behalf of the district a \$500 donation for lifejackets.
- Shannon helped conduct mock interviews at Aspire HS on behalf in partnership with the Chamber.
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah & Catherine).
- Website updates (Justin, Paul, Sharon), 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: Paulette Irving, Lifeguard and Angel Fish Swim Instructor. Paulette has come to us with over 25 years' experience working with youth and adults with disabilities and has allowed us implement new programming through the Swim Angel Fish Program. She is a fierce advocate for those with special needs and is a retired DCSD teacher. She teaching adaptive swim lessons and at Heavenly works with their adaptive ski program.

Maintenance Updates:

- Maintenance team competed opening procedures of the outdoor pool.
- Dave worked closely with Sierra Integrated Systems to upgrade our lighting system and set it on a program.
- Dave is working with Sierra Electronics to get the Radio Repeater System repaired (battery charger fail, RF Emitter).
- Dave designed pull-up blocks that we are having manufactured for the Water Aerobics classes.
- Roof coating project walk thru identified more work to be done. Retention is still being held.
- Dive stand pad has been put in place but because of some initial bubbling from releasing of air gasses the company is constructing a new pad as part of the warranty. Maintenance has released the air for safety reasons.
- Daily, weekly, monthly and annual maintenance projects and asset management are being completed... excel document updated by Maintenance Supervisor and Director.
- Updating and improving the data information in Reserve Analyst (Asset Management Program).

Monthly Financial: See board binder documents.

Correspondence: See board binder documents (if applicable).

East Fork Swim Pool District

Attendance Report Fiscal Year: 2022-2023

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	22265	15621	9610	8532	6962	6803	7138	7915					84846
Attendance:													
Lessons	1498	650	246	461	392	197	356	429					4229
Swim Team	1869	1440	1760	1680	1300	1320	1320	1200					11889
Mem/Pass Visits	3893	3968	3118	3052	2477	2523	2370	2331					23732
DHS Aquatics	0	125	588	434	620	272	558	464					3061
DHS Swim/Dive	0	0	0	0	0	0	0	400					400
Drop-In Visits	15005	9438	3898	2905	2173	2491	2534	3091					41535
User Fees	72,511	58,663	28,952	24,577	21,532	22,332	31,606	30,146					\$290,319

East Fork Swim Pool District

Attendance Report Fiscal Year: 2023-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	22813	14787	8898	8057	7373	7389	8997	8630	0	0	0	0	86944
Attendance:													
Lessons	1703	786	548	415	481	200	260	506					4899
Swim Team	1000	1100	1050	1100	1000	1000	1150	950					8350
Mem/Pass Visits	3964	3914	3210	3216	3096	3051	3410	3025					26886
DHS Aquatics	0	172	447	318	404	344	447	318					2450
DHS Swim/Dive	0	0	0	0	0	0	0	420					420
Drop-In Visits	16146	8815	3643	3008	2392	2794	3730	3411					43939
User Fees	100,273	70,785	35,787	31,700	28,920	22,819	44,971	34,219					\$369,474

East Fork Swim Pool District

Attendance Report Fiscal Year: 2022-2023

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	22265	15621	9610	8532	6962	6803	7138	7915	9485	11261	9632	16649	131873
Attendance:													
Lessons	1498	650	246	461	392	197	356	429	543	577	576	1045	6970
Swim Team	1869	1440	1760	1680	1300	1320	1320	1200	1320	1200	1020	1000	16429
Mem/Pass Visits	3893	3968	3118	3052	2477	2523	2370	2331	2907	3078	2910	3647	36274
DHS Aquatics	0	125	588	434	620	272	558	464	682	540	460	270	5013
DHS Swim/Dive	0	0	0	0	0	0	0	400	396	352	220	0	1368
Drop-In Visits	15005	9438	3898	2905	2173	2491	2534	3091	3637	5514	4446	10687	65819
User Fees	72,511	58,663	28,952	24,577	21,532	22,332	31,606	30,146	31,028	35,516	45,732	76,502	\$479,097

East Fork Swim Pool District

Attendance Report Fiscal Year: 2023-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	22813	14787	8898	8057	7373	7389	8997	8630	0	0	0	0	86944
Attendance:													
Lessons	1703	786	548	415	481	200	260	506					4899
Swim Team	1000	1100	1050	1100	1000	1000	1150	950					8350
Mem/Pass Visits	3964	3914	3210	3216	3096	3051	3410	3025					26886
DHS Aquatics	0	172	447	318	404	344	447	318					2450
DHS Swim/Dive	0	0	0	0	0	0	0	420					420
Drop-In Visits	16146	8815	3643	3008	2392	2794	3730	3411					43939
User Fees	100,273	70,785	35,787	31,700	28,920	22,819	44,971	34,219					\$369,474

User Attendance Breakdown

Summary

	Feb 2024			
	Drop-Ins	Passes	Total	%
Senior	224	2,403	2,627	41%
Adult	1,154	305	1,459	23%
Youth	1,861	18	1,879	29%
Complimentary	13	-	13	0%
Family	43	24	67	1%
Disabled	24	157	181	3%
Therapy	65	-	65	1%
Other	27	118	145	2%
	3,411	3,025	6,436	100%

	July 1, 2023 thru Feb 29, 2024			
	Drop-Ins	Passes	Total	%
	3,398	20,952	24,350	34%
	13,481	2,686	16,167	23%
	24,548	400	24,948	35%
	565	-	565	1%
	732	429	1,161	2%
	289	1,443	1,732	2%
	645	-	645	1%
	281	976	1,257	2%
	43,939	26,886	70,825	100%

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	0	0	3	4	1	9	27
Minor First Aid	29	16	8	5	0	1	1	5	3	9	8	24	109
Major First Aid	0	0	0	0	0	0	0	1	0	0	0	0	1
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	1	0	0	0	0	1
Ambulance Transport	0	0	0	0	0	0	0	1	0	0	0	0	1
Oxygen uses	1	2	1	1	0	0	1	1	0	0	0	0	7

East Fork Swim Pool District
Lifeguard Activity Report, Fiscal Year: '23-'24

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Swim Rescues	3	1	2	2	0	0	1	0					9
Minor First Aid	44	18	5	7	0	8	1	8					91
Major First Aid	0	0	0	0	0	0	0	0					0
Resuscitations	0	0	0	0	0	0	0	0					0
Near Drownings	0	0	0	0	0	0	0	0					0
Drownings	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
911 Calls	0	0	0	0	0	0	0	0					0
Ambulance Transport	0	0	0	0	0	0	0	0					0
Oxygen uses	0	0	0	0	0	0	0	0					0