

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

**August 15<sup>th</sup>, 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 and 1b*

- 1a. For Possible Action. Approval of previous minutes from the July 18<sup>th</sup>, 2024 general meeting.
  
- 1b. For Possible Action. Approval of general ledger cash balances, expenditures and investments through July 31<sup>st</sup>, 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 projects.
3. Discussion Only. Discussion and update by Brook Adie, Community Services Director on the Interlocal Agreement with Douglas County building a splashpad in Topaz Ranch Estates.
4. 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
5. For Possible Action. Discussion and possible action on proposed agenda items for the September 19<sup>th</sup>, 2024 general meeting.

#### ***Adjournment***

Copies of the agenda were posted at 12:30pm, Thursday, August 8<sup>th</sup>, 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.evswim.com](http://www.evswim.com)
5. State of NV web site: <https://notice.nv.gov/>

Posted By: \_\_\_\_\_ Signed: \_\_\_\_\_

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





**EAST FORK SWIMMING POOL DISTRICT  
BOARD OF TRUSTEES  
GENERAL MEETING MINUTES  
July 18<sup>th</sup>, 2024 at 9:00 a.m.  
Carson Valley Swim Center  
1600 Hwy 88, Minden, Nevada**

The Board of Trustees July 18<sup>th</sup>, 2024 meeting was called to order at 9:00 AM at the Carson Valley Swim Center, Minden, NV. Board members present were Chairman Sharon DesJardins, Vice Chairman Travis Lee, Trustees Allen Biaggi, Frank Dressel, Teresa Duffy.

**No Public Comment**

**AGENDA**

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

**CONSENT AGENDA ITEMS**

- 1a. For possible action. Previous minutes from the June 20<sup>th</sup>, 2024 General Meeting.
- 1b. For possible action. Approval of general ledger cash balances, expenditures, and investments through June 30<sup>th</sup>, 2024.

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

**ADMINISTRATIVE AGENDA**

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

Chairwoman DesJardins introduced item. McCullough states the Roof Restoration is about to be completed. As for the vacant land, we haven't heard back on the CLOMR process, no revised plans yet. The focus is to do a parking lot first. Harris states next month you will see a new Capital Budget for the fiscal year of 2024/2025. All we have really paid this year on the Eastside Expansion is design cost. Dressel asks if that's the \$1.7m. Harris says yes. All the remaining balances will roll over and be spent next year. Update on the Splash Park, Brook, Community Services Director, will be coming to our August meeting to give us an update as to how the splash park project is progressing. Dressel asked if we were able to get anything from the contractor for the urinals. Harris states no, it was not a contractor issues. We were using a waxy cleaner in those urinals and that's what caused the clog. Dressel states it was outstanding job done by maintenance. Biaggi states that the final concrete looks great too.

**3. For Possible Action. Discussion and possible action awarding the "Eastside Expansion Project" to Plenum Builders in the amount of \$2,809,004 and authorize the director to sign the contract and approve change orders up to 10%.**

Chairwoman DesJardins introduced item. McCullough states that this is a CMAR project. The first estimates we got were 3.5M-3.6M. We went back and told them that was too high. We took things out that were not required, and when we went out to bid, we got plans down to \$2,809,004 and that includes the generator. The only downside is that the generator takes 12-18 months to get. The scope of the project is we will start construction after last swim meeting in September. It will require co-ordination because we will have to reroute the patrons. The reason we ask for 10% is for small changes like different carpet or light fixtures, we can approve them instead of having to wait for a board meeting. Plans are being review by Douglas County right now for permitting. The county has asked us for an Impact Study. DesJardins asks, what will the cost be for the Impact Study? McCullough states between \$5,000-\$6,000. They didn't ask for an Impact Study when we did the Westside Expansion. Biaggi asks, is there any way we could tack that on to Ron Anderson? McCullough says yes but the county is already under contact with HDR. Duffy asks, will we have to do it again for our next project? McCullough states the next project will be totally different. It will be a CLOMR map revision. So yes, we will.



Dressel asked, how many bids did we get? McCullough said we had multiple bids. The turnout was excellent. Dressel said it would be helpful for me to see them just to make me more comfortable with the dollar amount. And also, I don't think that I have ever seen the final plans. McCullough states that we have a copy of the final plans. Dressel asks it's going to be a 7 ½ month duration for the project? McCullough states yes. Dressel asks where will the patrons come in? McCullough states patrons will be inside for most of the remodel. Harris states we will allow handicapped to come in thru the back door just like they did before. Lee states this isn't the first time we have discussed this project. McCullough has a good handle on it. I don't see any gaps; I am 100% supportive in moving forward with it. DesJardins asks, are we talking the whole 7 months that the patrons are going to have to walk around? McCullough, I would hope for less but I would prepare for the worst. Lee asks, when will we notify the patron. Harris states that the plans will be in the lobby and the timeline. We will also send out emails, etc. Lee states to please include that there have been multiple board meetings where this has been discussed. I would like it clearly defined that there has been multiple times for public input.

Lee moved to approve awarding the "Eastside Expansion Project" to Plenum Builders in the amount of \$2,809,004 and authorize the director to sign the contract and approve change orders up to 10%. Biaggi seconded the motion. The motion was unanimously approved.

#### **No Public Comment**

- 4. For Possible Action. Discussion and possible action awarding the development of an "Economic Vitality Assessment" to Brian Bonnenfant, Project Manager, Center for Regional Studies with the University of Nevada, Reno in the amount not to exceed \$9,600 and authorize the Director to sign the contract.**

Chairwoman DesJardins introduced item. Biaggi states that we have discussed doing an Economic Vitality Assessment in the last couple of meetings. We identified the Center for Regional Studies and Brian Bonnenfant, Project Manager. Harris and I met with him and were very impressed with him. We discussed the scope of the assessment. The \$9,600 is less than we thought. That's because we keep a lot of data here that Harris can furnish him. We will have a draft by the September Board Meeting. Shelf life is about 3-5 years. Lee states it might be a good opportunity to have it in the lobby along with the remodel plans. Duffy asks, would it be beneficial to go to commissioners meeting, etc. to spread the news to the community. Harris states yes and that she has some speaking engagements in September and October. One is the FootPrinters at the Elks Club and the other is the GGG. DesJardins asks if it could be a summary in the Record Courier to get the word out. Harris states yes it definitely could. Harris states that she could've approved this amount on her own but she and Biaggi talked about it and we wanted to bring it to the board for one last blessing.

Duffy moved to approve awarding the development of an "Economic Vitality Assessment" to Brian Bonnenfant, Project Manager, Center for Regional Studies" with the University of Nevada, Reno in the amount of \$9,600 and authorize the director to sign the contract. Dressel seconded the motion. The motion was unanimously approved

#### **No Public Comment**

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

#### **CVSC July 2024 Director's Report**

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

- June Attendance 2023 was 16,649. June 2024 Attendance was 19,057 (14.5% increase -See attached docs)

**Programming, Staffing and Training:**

- Shannon attended Pool Pacts oversite committee meeting.
- Shannon as President of the Nv Recreation & Parks Society led the annual retreat in Tonopah for two days.



- CVSC is partnering with the Partnership of Community Resources offering a free family swim day with a voucher system the partnership is managing.
- Jr Lifeguard program is alive and well with 21 enrolled 11-14yr olds in the two-week program. Guest speakers include Search and Rescue, Dispatch, EFFPD, Teresa Duffy.
- 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 liked and attended.

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

- CGI video uploaded to cvswim.com website.
- Shannon chaired the general NRPS Board meetings as President of the society.
- Shannon working with Record Courier on "Relocation Guide" for the Chamber of Commerce.
- 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: Julie Scharrer, Cashier – Julie is often times used to train and work with new employees as they are onboarded. She is consistent, reliable, completes financial deposits, manages drop-in lessons, handles lost and found and donations to MS, manages the locker rentals and is Sherrie's overall go-to person for help and support.

#### **Maintenance Updates:**

- Yellow jackets are being managed... Dave will start working with an exterminator.
- Dave is working on receiving quotes for additional steps and railing to be added to the outdoor pool area.
- Jack will manage the outdoor pool steps repair project in July.
- Dave is researching the replacement of the Therapy Pool filter as part of the Asset Mang Plan.
- 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).

#### **No Public Comment**

### **6. For Possible Action. Discussion and possible action on proposed agenda items for the August 15<sup>th</sup>, 2024 meeting**

#### **Splash Park CIP Update Eastside Expansion**

Upon motion made by Dressel and seconded by Duffy 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 July 31<sup>st</sup>, 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 July 31<sup>st</sup>, 2024.

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



	Jul 24	Budget	Jul - 24	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	100,889.15	104,839.00	100,889.15	104,839.00	(3,949.85)	640,650.00	539,760.85	15.75%
496 · FOOD	13,461.00	17,834.00	13,461.00	17,834.00	(4,373.00)	66,146.00	52,685.00	20.35%
497 · MERCHANDISE	2,371.25	4,421.00	2,371.25	4,421.00	(2,049.75)	25,409.00	23,037.75	9.33%
498 · GRANT INCOME	0.00	1,250.00	0.00	1,250.00	(1,250.00)	15,000.00	-	0.00%
<b>Total Income</b>	<b>116,721.40</b>	<b>128,344.00</b>	<b>116,721.40</b>	<b>128,344.00</b>	<b>(11,622.60)</b>	<b>747,205.00</b>	<b>615,483.60</b>	<b>15.62%</b>
<b>Cost of Goods Sold</b>								
<b>COST OF GOODS SOLD</b>								
550 · FOOD EXPENSE	6,767.16	12,028.00	6,767.16	12,028.00	5,260.84	34,247.00	27,479.84	19.76%
555 · MERCHANDISE EXPENSE	2,718.20	481.00	2,718.20	481.00	(2,237.20)	13,613.00	10,894.80	19.97%
560 · FOOD SUPPLIES	270.97	186.00	270.97	186.00	(84.97)	1,250.00	979.03	21.68%
565 · FOOD SPOILAGE	0.00	0.00	0.00	0.00	-	750.00	750.00	0.00%
<b>Total COST OF GOODS SOLD</b>	<b>9,756.33</b>	<b>12,695.00</b>	<b>9,756.33</b>	<b>12,695.00</b>	<b>2,938.67</b>	<b>49,860.00</b>	<b>40,103.67</b>	<b>19.57%</b>
<b>Total COGS</b>	<b>9,756.33</b>	<b>12,695.00</b>	<b>9,756.33</b>	<b>12,695.00</b>	<b>2,938.67</b>	<b>49,860.00</b>	<b>40,103.67</b>	<b>19.57%</b>
<b>Gross Profit</b>	<b>106,965.07</b>	<b>115,649.00</b>	<b>106,965.07</b>	<b>115,649.00</b>	<b>(8,683.93)</b>	<b>697,345.00</b>	<b>575,379.93</b>	<b>15.34%</b>
<b>Expense</b>								
<b>GENERAL &amp; ADMINISTRATIVE</b>								
629 · ADVERTISING/PRINTING	715.00	2,031.00	715.00	2,031.00	1,316.00	15,000.00	14,285.00	4.77%
630 · POSTAGE	67.75	270.00	67.75	270.00	202.25	800.00	732.25	8.47%
631 · JANITORIAL EXPENSE	1,039.99	1,469.00	1,039.99	1,469.00	429.01	12,775.00	11,735.01	8.14%
632 · SOFTWARE - IT	2,069.88	1,928.00	2,069.88	1,928.00	(141.88)	33,555.00	31,485.12	6.17%
641 · POOL TRAINING AND EDUCATION	49.00	76.00	49.00	76.00	27.00	910.00	861.00	5.38%
645 · OFFICE SUPPLIES	433.88	1,503.00	433.88	1,503.00	1,069.12	6,071.00	5,637.12	7.15%
660 · SEMINARS & EDUCATION	3,462.72	896.00	3,462.72	896.00	(2,566.72)	7,325.00	3,862.28	47.27%
661 · DUES/SUBSCRIPTIONS	26.98	22.00	26.98	22.00	(4.98)	2,045.00	2,018.02	1.32%
680 · TRAVEL EXPENSE	-47.49	2,071.00	-47.49	2,071.00	2,118.49	10,093.00	10,140.49	-0.47%
681 · MEALS	0.00	190.00	0.00	190.00	190.00	2,274.00	2,274.00	0.00%
683 · AUTO REIMBURSEMENT/MILEAGE	32.83	176.00	32.83	176.00	143.17	2,975.00	2,942.17	1.10%
690 · LEGAL EXPENSE	1,232.50	417.00	1,232.50	417.00	(815.50)	5,000.00	3,767.50	24.65%
691 · ACCOUNTING EXPENSE	515.00	578.00	515.00	578.00	63.00	19,001.00	18,486.00	2.71%
692 · BANK CHARGES	0.00	100.00	0.00	100.00	100.00	1,200.00	1,200.00	0.00%
693 · ENTRY SYSTEM CHARGES	6,335.09	3,860.00	6,335.09	3,860.00	(2,475.09)	39,000.00	32,664.91	16.24%
694 · DC VOTER FEES	0.00	0.00	0.00	0.00	-	5,500.00	5,500.00	0.00%
780 · CASH OVER/SHORT	-121.15	0.00	-121.15	0.00	121.15	-	121.15	#DIV/0!
<b>Total GENERAL &amp; ADMINISTRATIVE</b>	<b>15,811.98</b>	<b>15,587.00</b>	<b>15,811.98</b>	<b>15,587.00</b>	<b>(224.98)</b>	<b>163,524.00</b>	<b>147,712.02</b>	<b>9.67%</b>
<b>PAYROLL EXPENSES</b>								
599 · BOARD EXPENSES	1,600.00	1,917.00	1,600.00	1,917.00	317.00	23,000.00	21,400.00	6.96%
600 · SALARIES & WAGES	131,920.95	138,377.00	131,920.95	138,377.00	6,456.05	1,472,939.00	1,341,018.05	8.96%
601 · SOCIAL SECURITY	5,561.70	6,172.00	5,561.70	6,172.00	610.30	57,894.00	52,332.30	9.61%
611 · MEDICARE	1,916.51	2,010.00	1,916.51	2,010.00	93.49	21,706.00	19,789.49	8.83%
613 · STATE UNEMPLOYMENT	1,039.87	1,616.00	1,039.87	1,616.00	576.13	16,606.00	15,566.13	6.26%
614 · HEALTH INSURANCE	5,860.15	5,229.00	5,860.15	5,229.00	(631.15)	62,750.00	56,889.85	9.34%



	Jul 2024	Budget	Jul - 24	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 · PERS	11,724.84	11,100.00	11,724.84	11,100.00	(624.84)	188,658.00	176,933.16	6.21%
617 · WORKMANS COMPENSATION	4,221.75	4,279.00	4,221.75	4,279.00	57.25	51,351.00	47,129.25	8.22%
639 · PAYROLL TAX ADJUSTMENTS	724.00	0.00	724.00	0.00	(724.00)	-	(724.00)	#DIV/0!
640-1 · ACCRUED WAGES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-2 · ACCRUED PAYROLL TAXES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-3 · ACCRUED VACATION	-1,981.59	0.00	-1,981.59	0.00	1,981.59	-	1,981.59	#DIV/0!
Total PAYROLL EXPENSES	162,588.18	170,700.00	162,588.18	170,700.00	8,111.82	1,894,904.00	1,732,315.82	8.58%
POOL OPERATIONS								
UTILITIES								
619 · GARBAGE	853.25	693.00	853.25	693.00	(160.25)	8,200.00	7,346.75	10.41%
621 · TELEPHONE EXPENSE	548.66	585.00	548.66	585.00	36.34	6,800.00	6,251.34	8.07%
622 · ELECTRIC	12,072.68	16,452.00	12,072.68	16,452.00	4,379.32	145,000.00	132,927.32	8.33%
624 · WATER	1,647.60	1,580.00	1,647.60	1,580.00	(67.60)	11,500.00	9,852.40	14.33%
625 · SEWER	1,612.51	1,247.00	1,612.51	1,247.00	(365.51)	6,450.00	4,837.49	25.00%
626 · NATURAL GAS	6,296.60	10,352.00	6,296.60	10,352.00	4,055.40	158,000.00	151,703.40	3.99%
Total UTILITIES	23,031.30	30,909.00	23,031.30	30,909.00	7,877.70	335,950.00	312,918.70	6.86%
623 · INSURANCE	3,165.19	3,083.00	3,165.19	3,083.00	(82.19)	37,000.00	33,834.81	8.55%
628 · CHEMICALS	14,656.06	7,041.00	14,656.06	7,041.00	(7,615.06)	62,125.00	47,468.94	23.59%
633 · MAINTENANCE & REPAIR	2,715.77	8,889.00	2,715.77	8,889.00	6,173.23	110,000.00	107,284.23	2.47%
634 · EQUIPMENT RENTAL	185.59	201.00	185.59	201.00	15.41	5,000.00	4,814.41	3.71%
636 · LANDSCAPE MAINTENANCE	1,090.00	1,490.00	1,090.00	1,490.00	400.00	17,885.00	16,795.00	6.09%
640 · EMPLOYEE INCENTIVES	772.19	616.00	772.19	616.00	(156.19)	3,200.00	2,427.81	24.13%
642 · SAFETY	1,294.63	1,760.00	1,294.63	1,760.00	465.37	12,500.00	11,205.37	10.36%
643 · SUPPLIES	1,923.51	889.00	1,923.51	889.00	(1,034.51)	7,050.00	5,126.49	27.28%
644 · UNIFORMS	1,207.34	0.00	1,207.34	0.00	(1,207.34)	8,175.00	6,967.66	14.77%
646 · SMALL EQUIPMENT	2,586.41	400.00	2,586.41	400.00	(2,186.41)	4,800.00	2,213.59	53.88%
Total POOL OPERATIONS	50,041.58	54,878.00	50,041.58	54,878.00	4,836.42	598,885.00	548,843.42	8.36%
850 · DEPRECIATION EXPENSE	41,666.67	41,666.67	41,666.67	41,666.67	-	528,715.00	429,240.00	7.88%
Total Expense	270,108.41	282,831.67	270,108.41	282,831.67	12,723.26	3,186,028.00	2,858,111.26	8.48%
Net Ordinary Income	(163,143.34)	(167,182.67)	(163,143.34)	(167,182.67)	4,039.33	(2,488,683.00)	(2,282,731.33)	6.56%
Other Income/Expense								
Other Income								
401.4 · AD VALOREM	2,198.04	12,662.00	2,198.04	12,662.00	(10,463.96)	3,054,254.00	3,052,055.96	0.07%
491 · INTEREST INCOME	16,494.74	6,667.00	16,494.74	6,667.00	9,827.74	80,000.00	63,505.26	20.62%
499 · OTHER INCOME	0.00	0.00	0.00	0.00	-	-	-	
Total Other Income	18,692.78	19,329.00	18,692.78	19,329.00	(636.22)	3,134,254.00	3,115,561.22	0.60%
Other Expense								
899 · Interest Expense	0.00	0.00	0.00	0.00	0.00	4,773.00	4,773.00	
Total Other Expense	0.00	0.00	0.00	0.00	-	-	-	
Net Other Income	18,692.78	19,329.00	18,692.78	19,329.00	(636.22)	#VALUE!	#VALUE!	#VALUE!
Net Income	(144,450.56)	(147,853.67)	(144,450.56)	(147,853.67)	3,403.11	#VALUE!	#VALUE!	#VALUE!



## EAST FORK SWIMMING POOL DISTRICT

## Balance Sheet

As of July 31, 2024

	<u>Jul 31, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101 · WELLS FARGO CHECKING ACCT.	497,534.46
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	3,155,431.92
112-5 · LOCAL GOV'T POOL OPERATING	48,932.93
<b>Total Checking/Savings</b>	<u>3,702,749.31</u>
<b>Accounts Receivable</b>	
121 · ACCOUNTS RECEIVABLE	2,314.00
<b>Total Accounts Receivable</b>	<u>2,314.00</u>
<b>Other Current Assets</b>	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	10,892.24
120 · MERCHANDISE INVENTORY	3,839.44
125 · FOOD INVENTORY	1,814.02
<b>Total 12100 · INVENTORY</b>	<u>16,545.70</u>
130 · Prepaid Expense	48,145.98
170-4 · DELIQUENT TAX REC	40,622.55
<b>Total Other Current Assets</b>	<u>105,314.23</u>
<b>Total Current Assets</b>	<u>3,810,377.54</u>
<b>Fixed Assets</b>	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	570,126.61
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,356,498.16
175 · LAND APN#1320-30-411-005	1,353,232.09
<b>Total Fixed Assets</b>	<u>7,860,644.22</u>
<b>Other Assets</b>	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
<b>Total Other Assets</b>	<u>410,899.00</u>
<b>TOTAL ASSETS</b>	<u><u>12,081,920.76</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
201 · ACCOUNTS PAYABLE	11,775.27
<b>Total Accounts Payable</b>	<u>11,775.27</u>
<b>Credit Cards</b>	
202 · CITI VISA CREDIT CARD	11,348.07
<b>Total Credit Cards</b>	<u>11,348.07</u>
<b>Other Current Liabilities</b>	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	72,704.71
221-2 · ACCRUED PAYROLL TAXES	20,548.62
229 · SUTA	1,039.87
234-3 · Aflac	247.20
<b>Total 200 · PAYROLL LIABILITIES</b>	<u>94,540.40</u>



1:49 PM

08/08/24

Accrual Basis

# EAST FORK SWIMMING POOL DISTRICT

## Balance Sheet

As of July 31, 2024

	<u>Jul 31, 24</u>
218 · ACCRUED VESTED VAC PAY	32,900.94
219 · OPEB LIABILITY	30,383.00
235 · ACCRUED WORKMANS COMPENSATION	-11,337.05
236 · NOTE PAYABLE - ZION	366,000.00
Total Other Current Liabilities	<u>512,487.29</u>
Total Current Liabilities	535,610.63
Long Term Liabilities	
220 · NET PENSION LIABILITY	1,126,751.00
225 · DEFERRED PENSION INFLOWS	179,203.00
Total Long Term Liabilities	<u>1,305,954.00</u>
Total Liabilities	1,841,564.63
Equity	
349 · RETAINED EARNINGS	7,286,180.12
351-1 · FUND BALANCE	1,452,260.17
355 · CONTRIBUTED CAPITAL	1,648,952.81
Net Income	-147,036.97
Total Equity	<u>10,240,356.13</u>
TOTAL LIABILITIES & EQUITY	<u><u>12,081,920.76</u></u>



	Account	Amount	Memo
4 All Promos	643 - SUPPLIES	915.33	35th Anniversary Open House Swag Gifts
Ace Hardware	633 - MAINTENANCE & REPAIR	44.54	WD 40 Wallplate, Switch, Triflow Lube, Eye Bolts
Air Filler Sales	633 - MAINTENANCE & REPAIR	288.17	Filters
AIRGAS	628 - CHEMICALS	2,837.64	Carbon Dioxide Liquid
Allen Gomas	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (G Gomas)
Amazon	2,106.56	Subscription, Janitorial Supplies, Food supplies, Safety, Chemicals, Office Supplies, Maintenance, Wristbands, Open House, Food, Palo Umbrellas, Uniforms	
American Red Cross	641 - POOL TRAINING AND EDUCATION	49.00	Staff Receipts
Annamenter	642 - SAFETY	99.98	Rescue Tubes
Aqua Safety Group	640 - EMPLOYEE INCENTIVES	17.50	Dr. Tom's Lifeguard Vision 1-10, Licenses
Baylen Rowlett	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (S Kolthman)
Best Buy	643 - SUPPLIES	214.19	Water Aerobics Speaker
CAD Post Control Services	633 - MAINTENANCE & REPAIR	350.00	Wespro Home Treatment/Removal
Canon Financial Services	634 - EQUIPMENT RENTAL	185.59	Copy Lease, Equip Insurance (Jul 2024)
Carson Valley Accounting LLC	691 - ACCOUNTING EXPENSE	275.00	Monthly site visit
Carson Valley Chamber of Commerce	629 - ADVERTISING/PRINTING	65.00	Chamber Luncheons
Charter Business	621 - TELEPHONE EXPENSE	253.01	
Costco	638 - LANDSCAPE MAINTENANCE	5,390.66	Food, Gloves, Janitorial, Food Supplies, Employee Incentives, Cashier Floor Mats
Desert Star Landscaping	633 - MAINTENANCE & REPAIR	740.00	Contract Jul 2024
DHC Supplies	643 - SUPPLIES	108.94	Elephant Armor Dot Repair, Patch Primer
Dollar Tree	640 - EMPLOYEE INCENTIVES	29.20	Swim Lesson Stickers
Dominic Santiago	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (L Bernales)
Douglas County School District	619 - HEALTH INSURANCE	6,270.17	Health Insurance Jul 24 (7/17/1) Dependents- Long
Douglas Disposal	619 - GARBAGE	25.00	Dispose of ice machine
Early AOP Conference	690 - SEMINARS & EDUCATION	1,139.24	Hans/Dutry Feb 2025 Conference
Ernie Bauer	630 - SUPPLIES	23.93	Supervisor Shirts/Pants
Fit Fun Mermaid	643 - SUPPLIES	128.31	Flick N Float (Jaws)
Global Payments	693 - ENTRY SYSTEM CHARGES	6,550.09	
Go To My PC	632 - SOFTWARE-IT	420.00	Annual Renewal
Grant Bruce	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (C-Enke)
Grant Gomas	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (T Gleason)
Helena Goss	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (L Goss)
High Sierra Business Systems	645 - OFFICE SUPPLIES	111.74	Copy fee for 4 copiers/printers (Jun 2024)
Home Depot	633 - MAINTENANCE & REPAIR	317.99	Pipe, Spigot, Lin, Security Chain, Anchors, Eye Bol, Nuts, Washers, Handboard Panel, Handheld Showerhead, OSB, Silicone, Zinc Plated, Piping, Ceiling
Hunter Fan Company	633 - MAINTENANCE & REPAIR	108.51	Remote, Controller for fan
Inland Supply Co	631 - JANITORIAL	481.90	Green Liners, Motion Towel Rolls, Toilet Paper
Jack Stevenson	683 - AUTO REIMBURSEMENT/MILEAGE	32.83	
Kaitlyn Hastings-Molyneux	640 - EMPLOYEE INCENTIVES	100.00	Employee Referral (M Mackenzie A, Hastings-Molyneux)
KNORR	633 - MAINTENANCE & REPAIR	4,849.65	ORP Sensor w/Cable, Pulsar Briquettes
Kollon Zinn	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (D Nixon)
Lincoln Aquatics	628 - CHEMICALS	7,378.42	Sant-Chlor, Muriatic Acid Deposit on Shells
Lowe's	646 - SMALL EQUIPMENT	386.41	Ice Machine
Maverick	643 - SUPPLIES	5.99	Bag of ice
Michael's	643 - SUPPLIES	38.49	Open House 35th Anniversary
Microsoft Corp	632 - SOFTWARE-IT	9.85	iCloud Backup
Minden-Gardnerville Sanitation District	625 - SEWER	1,612.51	Utility Sewer Fees (Jul-Sep 2024)
Nevada Recreation & Park Society	660 - SEMINARS & EDUCATION	2,323.48	Tonopah, NV Conference- Jun 2024
NV Energy	622 - ELECTRIC	12,072.68	
OCOMA INC	621 - TELEPHONE EXPENSE	295.65	Monthly Service Fee (Jul 24)
Osinski & Forsberg, Ltd	690 - LEGAL EXPENSE	1,232.50	Continue legal research on kinds of videos, copies of statutes to public records requests, review/...
Pacific Gasoline	633 - MAINTENANCE & REPAIR	48.00	Propane (BQ Grills)
Papa Murphy's	650 - FOOD EXPENSE	214.16	Pizzazz Jr Lifeguard Luncheon
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	724.00	Fees for Direct Deposit
QuickBooks Payroll Service	639 - PAYROLL TAX ADJUSTMENTS	47.06	Jul 2024 #634
R&S Optimum Oriset	629 - ADVERTISING/PRINTING	650.00	Community Brochure
Sarah Davenport	643 - SUPPLIES	33.92	4th of July event
Seven Up/RC Bottling Co. of Reno	640 - EMPLOYEE INCENTIVES	976.96	Drinks for Snack Bar
Shannon Harris	650 - FOOD EXPENSE	25.00	EOM(J Scharrer)
Sherrie Taylor	640 - EMPLOYEE INCENTIVES	115.08	Ice Cream
Sierra Booking Services, Inc	691 - ACCOUNTING EXPENSE	249.00	Jun 2024 2 Payroll/PERS
SOUTHWEST GAS	626 - NATURAL GAS	6,296.60	
Speedo USA, Inc	655 - MERCHANDISE	2,168.23	Goggles
Splash Swim Goggles	655 - MERCHANDISE	549.87	Goggles
Spotify	661 - DUES/SUBSCRIPTIONS	11.99	
State of Nevada-Dept. Public Safety	642 - SAFETY	120.75	Fingerprinting (L Mayotte, P Taylor)
Summit Fire & Security	642 - SAFETY	734.50	Annual Fire Extinguisher Inspection (2024)
The Lifeguard Store	642 - SAFETY	132.00	Head Immobilizer Replacement Kit
Town Of Minden	624 - WATER & TRASH	2,475.85	Water/Garbage
Tyler Arzadon	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (R Hernandez)
Uniformity of Nevada, LLC	644 - UNIFORMS	953.62	New Sr. Guard Shirts, Cashier Shirts, HR Shirts
United Rentals	633 - MAINTENANCE & REPAIR	774.18	Scissorlift (1 week rental)
Walmart	633 - MAINTENANCE & REPAIR	439.98	Food, EOMIK, Hayes
Warren Reed Insurance	623 - INSURANCE	37,982.24	Liability Insurance Pool 2024-2025
Water Safety	640 - EMPLOYEE INCENTIVES	69.73	Incentive Stickers
Western Nevada Supply	633 - MAINTENANCE & REPAIR	1,301.63	LOCH Display Interface ASSY, ASAH T21 PVC 80
Wild West Tech	646 - SMALL EQUIPMENT	2,200.00	Ampl for indoor stereo system
Zoro Tools	633 - MAINTENANCE & REPAIR	412.87	Fire lane Zone Equipment No Parking Zone, Hom Strobe Blue (Indoor Flush), Scotts Wipes Rags in a box
Total		120,095.84	



# 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 2024/2025**

**Construction Funds Available as of:**

Local Government Investment Pool

July 31st, 2024  
\$ 3,155,379

**2024/2025 Projects**

Eastside Expansion ( FY's '24-'25 & '25-'26 = generator \$444,000)

Roof Restoration ('22-'23)

Project Management (Scott McCullough)

Asset Mang Plan (Reserve Analyst - UV parts, Aquatic Design Group)

Contingency

Company	2024/2025 Budget	Contract Amount/ Expense	Remaining Amts. Payable
Plenium / TSK	2,550,000	2,356,000	2,241,000
CTR/Garland	8,243	164,850	8,243
Douglas County	15,000	15,000	15,000
Reserve Analyst	280,758	280,758	280,758
Contingency for Asset Mang	30,000	30,000	30,000
<b>'24/'25 Capital Budget</b>	<b>2,884,001</b>	<b>2,846,608</b>	

3,069,001

**Remaining Construction Funds Available**

Splash Park ('25-'26)

ESE Generator & Trash Enclosure ('25-'26)

\$ 86,378

Douglas County	50,000	50,000	50,000
Plenium	444,000	444,000	444,000



ID	Description	Start	Finish	Responsibility
MS-30	Notice to Proceed - Construction	07/29/24		CVSC
MS-40	Construction Start	09/16/24		PLENIUM
MS-50	Substantial Completion	05/01/25		PLENIUM
MS-60	Final Completion (Switchgear & Genset)	09/22/25		PLENIUM

### PROJECT MILESTONES

ID	Description	Start	Finish	Responsibility
PRE-10	Schematic Design (SD) Delivered	02/02/24A		TSK
PRE-20	Design Development (DD)	02/02/24A	03/14/24A	TSK
PRE-30	Construction Documents (CD)	03/15/24A	05/13/24A	TSK

### PRECONSTRUCTION

ID	Description	Start	Finish	Responsibility
PRE-40	Plan Check / Permit	05/14/24A	09/13/24	DOUGLAS CO.

### Bidding / GMP

ID	Description	Start	Finish	Responsibility
PRE-50	SD Estimate / Review	02/02/24A	03/08/24A	PLENIUM
PRE-60	DD Estimate / Review	03/15/24A	04/04/24A	PLENIUM
PRE-70	Scope Preparation	05/21/24	05/29/24	PLENIUM
PRE-80	Subcontractor Bidding	05/30/24	06/11/24	PLENIUM
PRE-90	Assemble GMP Proposal	06/12/24	06/18/24	PLENIUM
PRE-100	Bid Review / Approval	06/19/24	07/26/24	CVSC
PRE-110	Issue Subs NTP's	07/29/24	08/02/24	PLENIUM

### Procurement

ID	Description	Start	Finish	Responsibility
PROC-40	Prepare Submittal - Doors & Hardware	08/05/24	08/16/24	DOORS
PROC-50	Review / Approve Submittal - Doors & Hardware	08/19/24	08/30/24	TSK
PROC-60	Manufacture / Procure - Doors & Hardware	09/03/24	12/05/24	DOORS

### HVAC Equipment

ID	Description	Start	Finish	Responsibility
PROC-19	Prepare Submittal - HVAC Equipment	08/05/24	08/16/24	HVAC
PROC-20	Review / Approve Submittal - HVAC Equipment	08/19/24	08/30/24	TSK
PROC-21	Manufacture / Procure - HVAC Equipment	09/03/24	10/29/24	HVAC

### Light Fixtures

ID	Description	Start	Finish	Responsibility
PROC-22	Prepare Submittal - Light Fixtures	08/05/24	08/16/24	ELECTRICIAN
PROC-23	Review / Approve Submittal - Light Fixtures	08/19/24	08/30/24	TSK
PROC-24	Manufacture / Procure - Light Fixtures	09/03/24	10/29/24	ELECTRICIAN

### Switchgear, Panelboards & Generator

ID	Description	Start	Finish	Responsibility
PROC-25	Prepare Submittal - Switchgear	08/05/24	08/16/24	ELECTRICIAN
PROC-26	Review / Approve Submittal - Switchgear	08/19/24	08/30/24	TSK
PROC-27	Manufacture / Procure - Switchgear	09/03/24	08/13/25	ELECTRICIAN

### Structural Steel

ID	Description	Start	Finish	Responsibility
PROC-28	Prepare Submittal - Structural Steel	08/05/24	08/16/24	STEEL
PROC-29	Review / Approve Submittal - Structural Steel	08/19/24	08/30/24	TSK
PROC-30	Manufacture / Procure - Structural Steel	09/03/24	10/14/24	STEEL

### Final Completion

ID	Description	Start	Finish	Responsibility
MS-30	Final Completion (Sw)	07/29/24		CVSC

### Substantial Completion

ID	Description	Start	Finish	Responsibility
MS-50	Substantial Completion	05/01/25		PLENIUM

### Project Finish

ID	Description	Start	Finish	Responsibility
MS-60	Project Finish	09/22/25		PLENIUM

### Manufacture / Procure

ID	Description	Start	Finish	Responsibility
PROC-60	Manufacture / Procure - Doors & Hardware	09/03/24	12/05/24	DOORS
PROC-21	Manufacture / Procure - HVAC Equipment	09/03/24	10/29/24	HVAC
PROC-24	Manufacture / Procure - Light Fixtures	09/03/24	10/29/24	ELECTRICIAN
PROC-27	Manufacture / Procure - Switchgear	09/03/24	08/13/25	ELECTRICIAN
PROC-30	Manufacture / Procure - Structural Steel	09/03/24	10/14/24	STEEL

### Design Development (DD)

ID	Description	Start	Finish	Responsibility
PRE-20	Design Development (DD)	02/02/24A	03/14/24A	TSK

### Construction Documents (CD)

ID	Description	Start	Finish	Responsibility
PRE-30	Construction Documents (CD)	03/15/24A	05/13/24A	TSK

### Plan Check / Permit

ID	Description	Start	Finish	Responsibility
PRE-40	Plan Check / Permit	05/14/24A	09/13/24	DOUGLAS CO.

### SD Estimate / Review

ID	Description	Start	Finish	Responsibility
PRE-50	SD Estimate / Review	02/02/24A	03/08/24A	PLENIUM

### DD Estimate / Review

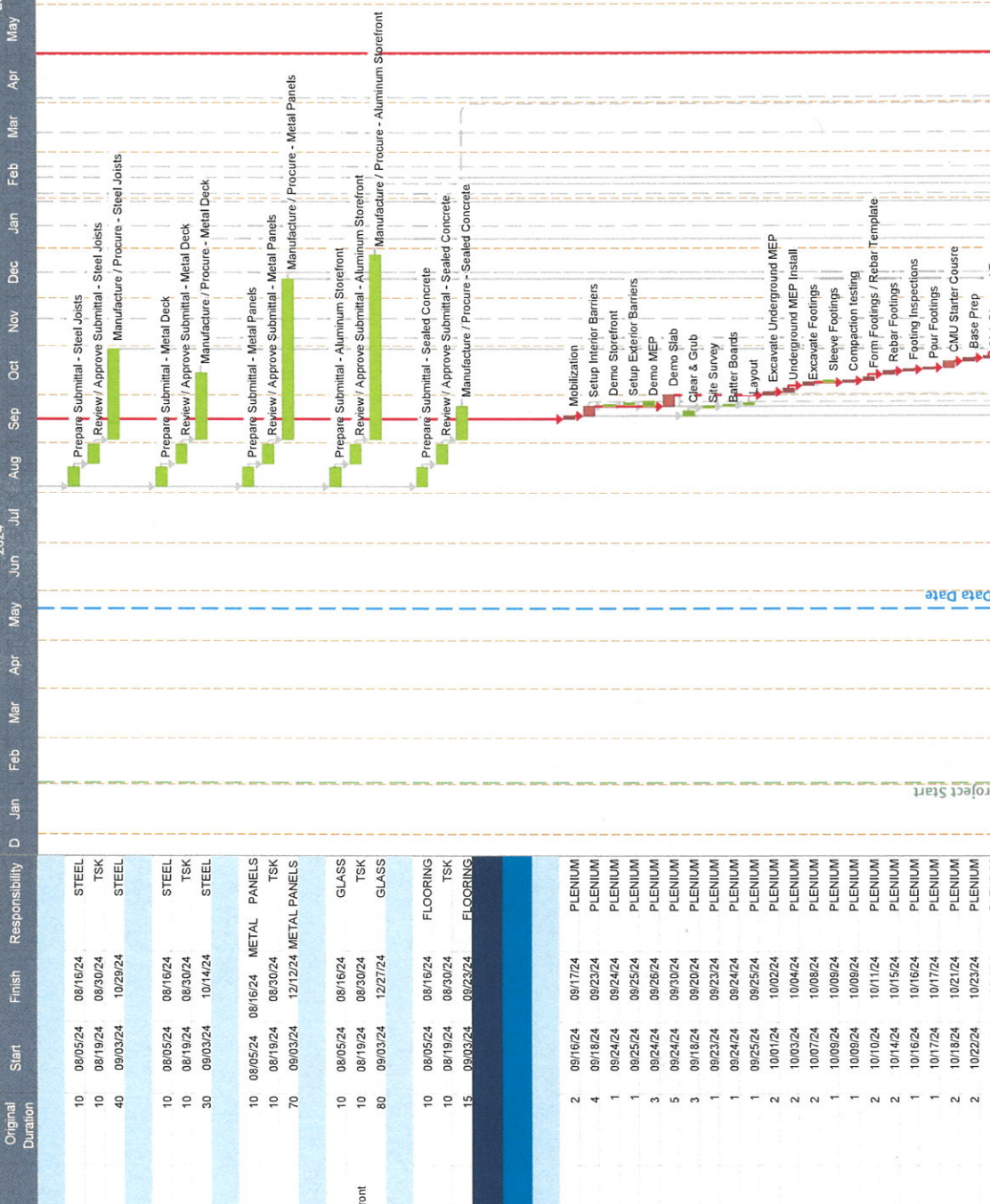
ID	Description	Start	Finish	Responsibility
PRE-60	DD Estimate / Review	03/15/24A	04/04/24A	PLENIUM



## Preliminary Schedule - Carson Valley Swim Center Concession Storage Expansion East Side Addition







ID	Description	Start	Finish	Responsibility
<b>Steel Joists</b>				
PROC-31	Prepare Submittal - Steel Joists	08/05/24	08/16/24	STEEL
PROC-32	Review / Approve Submittal - Steel Joists	08/19/24	08/30/24	TSK
PROC-33	Manufacture / Procure - Steel Joists	09/03/24	10/29/24	STEEL
<b>Metal Deck</b>				
PROC-34	Prepare Submittal - Metal Deck	08/05/24	08/16/24	STEEL
PROC-35	Review / Approve Submittal - Metal Deck	08/19/24	08/30/24	TSK
PROC-36	Manufacture / Procure - Metal Deck	09/03/24	10/14/24	STEEL
<b>Metal Panels</b>				
PROC-37	Prepare Submittal - Metal Panels	08/05/24	08/16/24	METAL PANELS
PROC-38	Review / Approve Submittal - Metal Panels	08/19/24	08/30/24	TSK
PROC-39	Manufacture / Procure - Metal Panels	09/03/24	12/12/24	METAL PANELS
<b>Aluminum Storefront</b>				
PROC-40	Prepare Submittal - Aluminum Storefront	08/05/24	08/16/24	GLASS
PROC-41	Review / Approve Submittal - Aluminum Storefront	08/19/24	08/30/24	TSK
PROC-42	Manufacture / Procure - Aluminum Storefront	09/03/24	12/27/24	GLASS
<b>Sealed Concrete</b>				
PROC-70	Prepare Submittal - Sealed Concrete	08/05/24	08/16/24	FLOORING
PROC-80	Review / Approve Submittal - Sealed Concrete	08/19/24	08/30/24	TSK
PROC-90	Manufacture / Procure - Sealed Concrete	09/03/24	09/23/24	FLOORING

# CONSTRUCTION

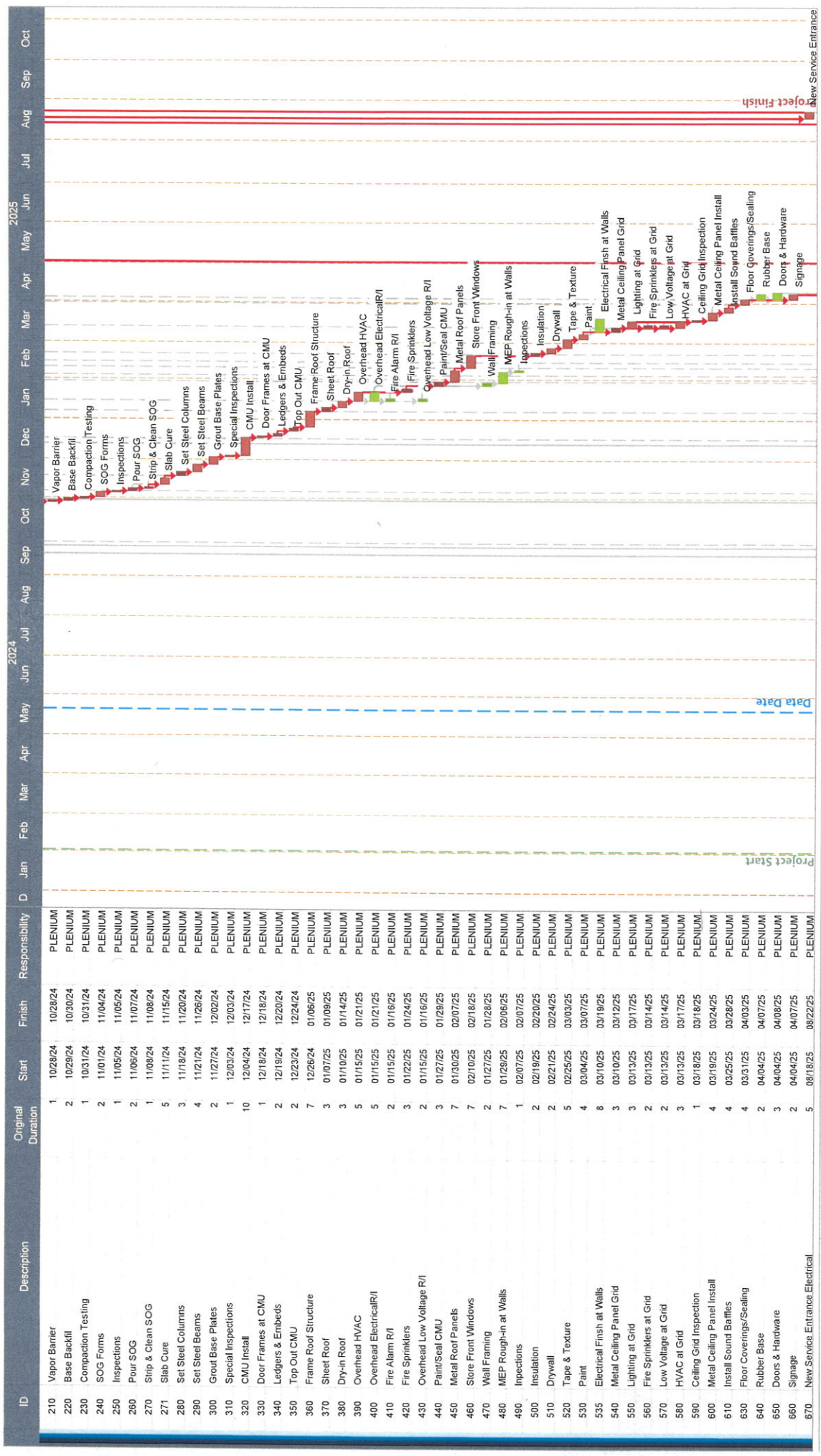
## East Side Expansion

Item	Description	Start	Finish	Responsible
20	Mobilization	09/16/24	09/17/24	PLENIUM
21	Setup Interior Barriers	09/18/24	09/23/24	PLENIUM
22	Demo Storefront	09/24/24	09/24/24	PLENIUM
23	Setup Exterior Barriers	09/25/24	09/25/24	PLENIUM
24	Demo MEP	09/26/24	09/26/24	PLENIUM
25	Demo Slab	09/27/24	09/30/24	PLENIUM
30	Clear & Grub	09/24/24	09/30/24	PLENIUM
50	Site Survey	09/18/24	09/20/24	PLENIUM
60	Batter Boards	09/23/24	09/23/24	PLENIUM
80	Layout	09/25/24	09/25/24	PLENIUM
90	Excavate Underground MEP	10/01/24	10/02/24	PLENIUM
100	Underground MEP Install	10/03/24	10/04/24	PLENIUM
110	Excavate Footings	10/07/24	10/08/24	PLENIUM
120	Sleeve Footings	10/09/24	10/09/24	PLENIUM
130	Compaction testing	10/09/24	10/09/24	PLENIUM
140	Form Footings / Rebar Template	10/10/24	10/11/24	PLENIUM
150	Rebar Footings	10/14/24	10/15/24	PLENIUM
160	Footings Inspections	10/16/24	10/16/24	PLENIUM
170	Pour Footings	10/17/24	10/17/24	PLENIUM
180	CMU Starter Course	10/18/24	10/21/24	PLENIUM
190	Base Prep	10/22/24	10/23/24	PLENIUM
200	Slab Diamond Forms	10/24/24	10/24/24	PLENIUM

Start Date: 02/02/24  
 Finish Date: 08/22/25  
 Data Date: 05/21/24  
 Run Date: 07/22/24  
 11180 CVSC Contract Schedule 072224.ppx  
 Page 24

**Preliminary Schedule -  
 Carson Valley Swim Center  
 Concession Storage Expansion  
 East Side Addition**





2025 Sep Oct  
2024 Jan Feb Mar Apr May Jun Jul Aug

Project Start  
Data Date  
Project Finish

ID	Description	Original Duration	Start	Finish	Responsibility
210	Vapor Barrier	1	10/28/24	10/28/24	PLENIUM
220	Base Backfill	2	10/29/24	10/30/24	PLENIUM
230	Compaction Testing	1	10/31/24	10/31/24	PLENIUM
240	SOG Forms	2	11/01/24	11/04/24	PLENIUM
250	Inspections	1	11/05/24	11/05/24	PLENIUM
260	Pour SOG	2	11/06/24	11/07/24	PLENIUM
270	Strip & Clean SOG	1	11/08/24	11/08/24	PLENIUM
271	Slab Cure	3	11/11/24	11/15/24	PLENIUM
280	Set Steel Columns	3	11/18/24	11/20/24	PLENIUM
290	Set Steel Beams	4	11/21/24	11/26/24	PLENIUM
300	Grout Base Plates	2	11/27/24	12/02/24	PLENIUM
310	Special Inspections	1	12/03/24	12/03/24	PLENIUM
320	CMU Install	10	12/04/24	12/17/24	PLENIUM
330	Door Frames at CMU	1	12/18/24	12/18/24	PLENIUM
340	Ledgers & Embeds	2	12/19/24	12/20/24	PLENIUM
350	Top Out CMU	2	12/23/24	12/24/24	PLENIUM
360	Frame Roof Structure	7	12/26/24	01/06/25	PLENIUM
370	Sheet Roof	3	01/07/25	01/09/25	PLENIUM
380	Dry-in Roof	3	01/10/25	01/14/25	PLENIUM
390	Overhead HVAC	5	01/15/25	01/21/25	PLENIUM
400	Overhead Electrical R/I	5	01/15/25	01/21/25	PLENIUM
410	Fire Alarm R/I	2	01/15/25	01/16/25	PLENIUM
420	Fire Sprinklers	3	01/22/25	01/24/25	PLENIUM
430	Overhead Low Voltage R/I	2	01/15/25	01/16/25	PLENIUM
440	Paint/Seal CMU	3	01/27/25	01/29/25	PLENIUM
450	Metal Roof Panels	7	01/30/25	02/07/25	PLENIUM
460	Store Front Windows	7	02/10/25	02/18/25	PLENIUM
470	Wall Framing	2	01/27/25	01/28/25	PLENIUM
480	MEP Rough-in at Walls	7	01/29/25	02/06/25	PLENIUM
490	Inspections	1	02/07/25	02/07/25	PLENIUM
500	Insulation	2	02/19/25	02/20/25	PLENIUM
510	Drywall	2	02/21/25	02/24/25	PLENIUM
520	Tape & Texture	5	02/25/25	03/03/25	PLENIUM
530	Paint	4	03/04/25	03/07/25	PLENIUM
535	Electrical Finish at Walls	8	03/10/25	03/19/25	PLENIUM
540	Metal Ceiling Panel Grid	3	03/10/25	03/12/25	PLENIUM
550	Lighting at Grid	3	03/13/25	03/17/25	PLENIUM
560	Fire Sprinklers at Grid	2	03/13/25	03/14/25	PLENIUM
570	Low Voltage at Grid	2	03/13/25	03/14/25	PLENIUM
580	HVAC at Grid	3	03/13/25	03/17/25	PLENIUM
590	Ceiling Grid Inspection	1	03/18/25	03/18/25	PLENIUM
600	Metal Ceiling Panel Install	4	03/19/25	03/24/25	PLENIUM
610	Install Sound Baffles	4	03/25/25	03/28/25	PLENIUM
630	Floor Coverings/Sealing	4	03/31/25	04/03/25	PLENIUM
640	Rubber Base	2	04/04/25	04/07/25	PLENIUM
650	Doors & Hardware	3	04/04/25	04/08/25	PLENIUM
660	Signage	2	04/04/25	04/07/25	PLENIUM
670	New Service Entrance Electrical	5	08/18/25	08/22/25	PLENIUM

**Preliminary Schedule -  
Carson Valley Swim Center  
Concession Storage Expansion  
East Side Addition**

Start Date: 02/02/24  
Finish Date: 08/22/25  
Data Date: 05/21/24  
Run Date: 07/22/24  
11180 CVSC Contract Schedule 07.22.24.ppx

Page 3A





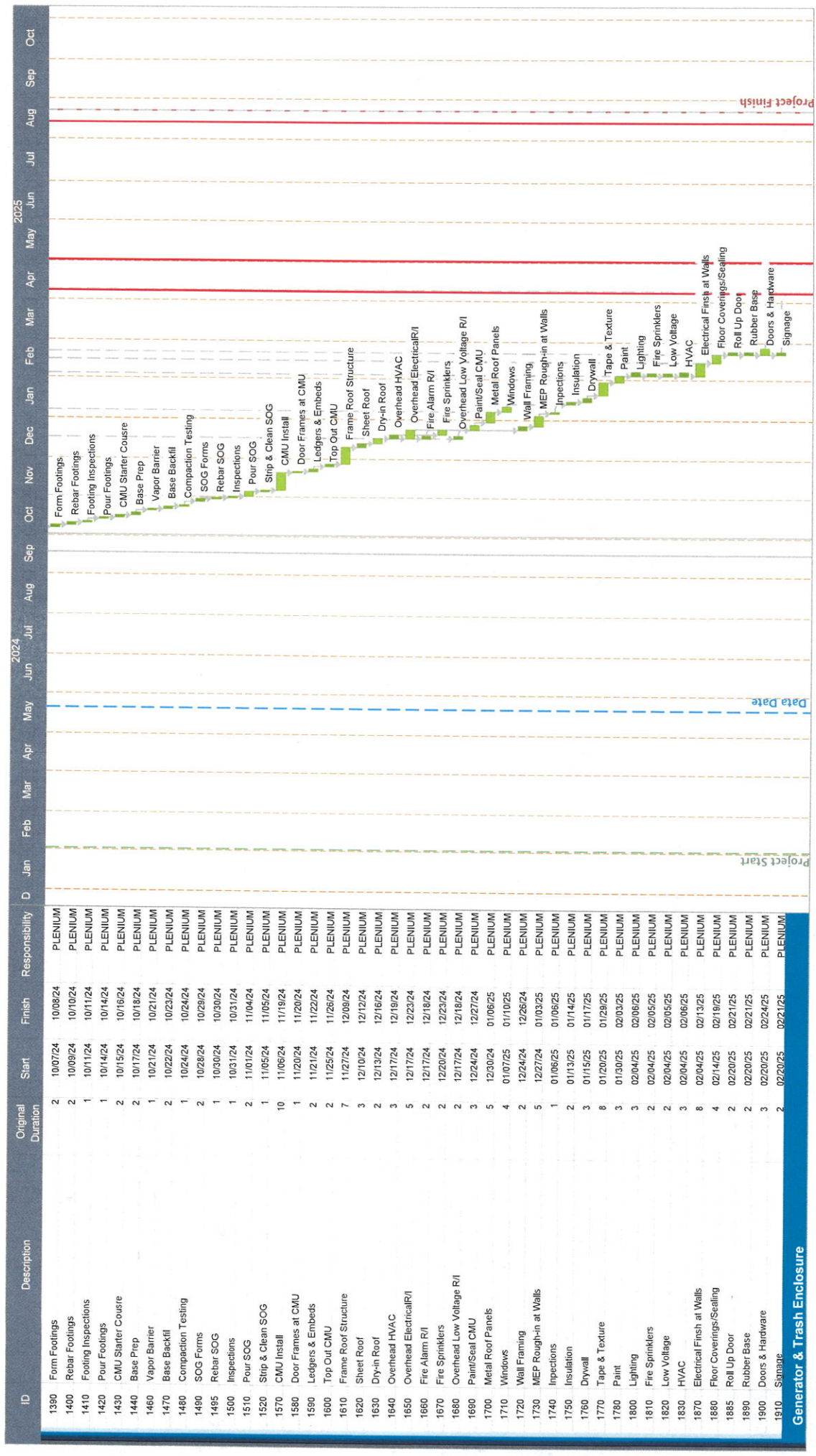
ID	Description	Original Duration	Start	Finish	Responsibility
<b>Concession Storage</b>					
<b>Demo / Structure</b>					
740	Demo MEP	2	09/24/24	09/25/24	PLENIUM
750	Layout	1	09/26/24	09/26/24	PLENIUM
940	CMU Install	3	09/27/24	10/01/24	PLENIUM
950	Demo Door Frames	1	10/02/24	10/02/24	PLENIUM
960	Ledgers & Embeds	2	10/03/24	10/04/24	PLENIUM
970	Top Out CMU	2	10/07/24	10/08/24	PLENIUM
980	Frame Roof Structure	5	10/30/24	11/05/24	PLENIUM
985	Wall Framing	2	11/06/24	11/07/24	PLENIUM
990	Sheet Roof	3	11/06/24	11/08/24	PLENIUM
1000	Dry-in Roof	2	11/11/24	11/12/24	PLENIUM
1010	Overhead HVAC	5	11/13/24	11/19/24	PLENIUM
1020	Overhead Electrical R/I	5	11/13/24	11/19/24	PLENIUM
1030	Fire Alarm R/I	2	11/13/24	11/14/24	PLENIUM
1040	Fire Sprinklers	2	11/20/24	11/21/24	PLENIUM
1050	Overhead Low Voltage R/I	2	11/13/24	11/14/24	PLENIUM
1060	Stucco	5	11/22/24	12/02/24	PLENIUM
1070	Metal Roof Panels	5	12/13/24	12/19/24	PLENIUM
1080	MEP Rough-in at Walls	5	12/20/24	12/27/24	PLENIUM
1100	Inspections	1	12/30/24	12/30/24	PLENIUM
1110	Insulation	2	12/31/24	01/02/25	PLENIUM
1120	Drywall	5	01/03/25	01/09/25	PLENIUM
1130	Tape & Texture	8	01/10/25	01/21/25	PLENIUM
1140	Paint	4	01/22/25	01/27/25	PLENIUM
1150	Grid Framing	2	01/28/25	01/29/25	PLENIUM
1160	Lighting at Grid	3	01/30/25	02/03/25	PLENIUM
1170	Fire Sprinklers at Grid	2	01/30/25	01/31/25	PLENIUM
1180	Low Voltage at Grid	2	01/30/25	01/31/25	PLENIUM
1190	HVAC at Grid	3	01/30/25	02/03/25	PLENIUM
1200	Ceiling Grid Inspection	1	02/04/25	02/04/25	PLENIUM
1210	Drop Ceiling tiles	3	02/05/25	02/07/25	PLENIUM
1230	Electrical Finish at Walls	4	01/28/25	01/31/25	PLENIUM
1240	Floor Coverings/Sealing	4	02/10/25	02/13/25	PLENIUM
1250	Rubber Base	2	02/14/25	02/17/25	PLENIUM
1260	Doors & Hardware	3	02/14/25	02/18/25	PLENIUM
1270	Signage	2	02/14/25	02/17/25	PLENIUM
<b>Detached Storage Building</b>					
<b>Demo / Structure</b>					
1280	Demo AC	3	09/24/24	09/26/24	PLENIUM
1290	Survey	1	09/27/24	09/27/24	PLENIUM
1320	Batter Boards	1	09/30/24	09/30/24	PLENIUM
1330	Layout	1	10/01/24	10/01/24	PLENIUM
1360	Excavate Footings	2	10/02/24	10/03/24	PLENIUM
1370	Sleeve Footings	1	10/04/24	10/04/24	PLENIUM
1380	Compaction testing	1	10/04/24	10/04/24	PLENIUM

Start Date: 02/02/24  
 Finish Date: 08/22/25  
 Data Date: 05/21/24  
 Run Date: 07/22/24  
 11180 CVSC Contract Schedule 072224.ppx

**Preliminary Schedule -  
 Carson Valley Swim Center  
 Concession Storage Expansion  
 East Side Addition**

Page 4A

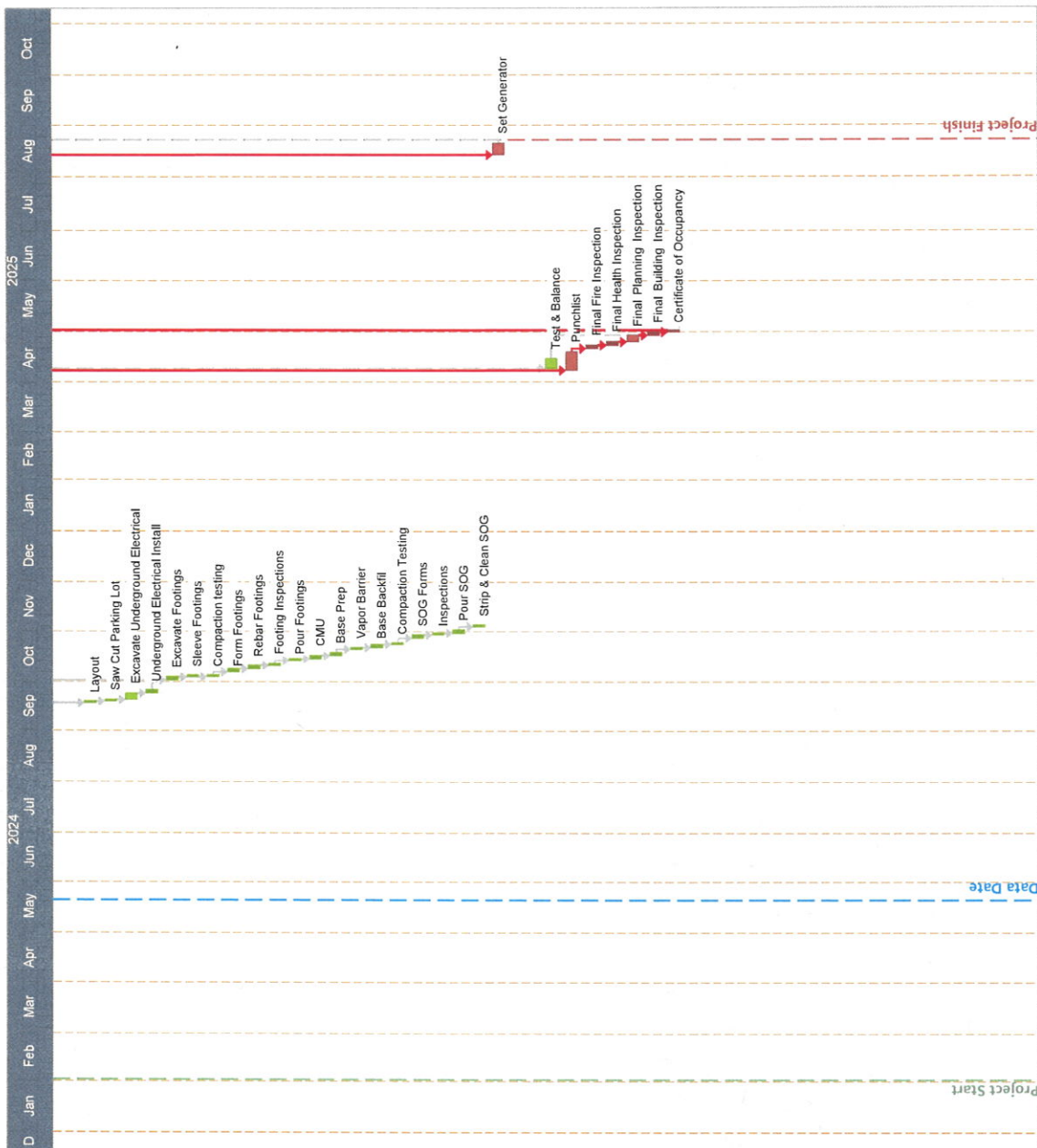




**Preliminary Schedule -  
Carson Valley Swim Center  
Concession Storage Expansion  
East Side Addition**

Start Date: 02/02/24  
 Finish Date: 08/22/25  
 Data Date: 05/21/24  
 Run Date: 07/22/24  
 11180 CVSC Contract Schedule 072224.pptx  
 Page 5A





ID	Description	Original Duration	Start	Finish	Responsibility
<b>Demo / Structure</b>					
2040	Layout	1	09/18/24	09/18/24	PLENIUM
2041	Saw Cut Parking Lot	1	09/19/24	09/19/24	PLENIUM
2050	Excavate Underground Electrical	2	09/20/24	09/23/24	PLENIUM
2060	Underground Electrical Install	2	09/24/24	09/25/24	PLENIUM
2070	Excavate Footings	2	10/02/24	10/03/24	PLENIUM
2080	Sleeve Footings	1	10/04/24	10/04/24	PLENIUM
2090	Compaction testing	1	10/04/24	10/04/24	PLENIUM
2100	Form Footings	2	10/07/24	10/08/24	PLENIUM
2110	Rebar Footings	2	10/09/24	10/10/24	PLENIUM
2120	Footing Inspections	1	10/11/24	10/11/24	PLENIUM
2130	Pour Footings	1	10/14/24	10/14/24	PLENIUM
2140	CMU	2	10/15/24	10/16/24	PLENIUM
2150	Base Prep	2	10/17/24	10/18/24	PLENIUM
2170	Vapor Barrier	1	10/21/24	10/21/24	PLENIUM
2180	Base Backfill	2	10/22/24	10/23/24	PLENIUM
2190	Compaction Testing	1	10/24/24	10/24/24	PLENIUM
2200	SOG Forms	2	10/28/24	10/29/24	PLENIUM
2210	Inspections	1	10/30/24	10/30/24	PLENIUM
2220	Pour SOG	2	10/31/24	11/01/24	PLENIUM
2230	Strip & Clean SOG	1	11/04/24	11/04/24	PLENIUM
2340	Set Generator	5	08/14/25	08/20/25	PLENIUM
<b>CLOSEOUT</b>					
1930	Test & Balance	5	04/09/25	04/14/25	HVAC
1940	Punchlist	10	04/08/25	04/18/25	PLENIUM
1950	Final Fire Inspection	2	04/21/25	04/22/25	DOUGLAS CO
1955	Final Health Inspection	2	04/23/25	04/24/25	DOUGLAS CO
1957	Final Planning Inspection	2	04/25/25	04/28/25	DOUGLAS CO
1958	Final Building Inspection	2	04/29/25	04/30/25	DOUGLAS CO
1960	Certificate of Occupancy	1	05/01/25	05/01/25	DOUGLAS CO

**Preliminary Schedule -**  
**Carson Valley Swim Center**  
**Concession Storage Expansion**  
**East Side Addition**




Start Date: 02/02/24  
 Finish Date: 08/22/25  
 Data Date: 05/21/24  
 Run Date: 07/22/24  
 11180 CVSC Contract Schedule 072224.ppx

Page 6A





THESE DRAWINGS AND SPECIFICATIONS  
ARE THE PROPERTY OF TSK ARCHITECTS  
AND ENGINEERS. ANY REUSE OR  
REPRODUCTION WITHOUT THE  
WRITTEN CONSENT OF TSK ARCHITECTS  
AND ENGINEERS IS PROHIBITED.  
THESE DRAWINGS ARE FOR USE AND  
REVISION ONLY. NO PART OF THESE  
DRAWINGS MAY BE COPIED OR  
REPRODUCED WITHOUT THE WRITTEN  
CONSENT OF TSK ARCHITECTS AND  
ENGINEERS.

Comments:

PLEASE RECYCLE

CONCESSION  
STORAGE ADDITION /  
EAST SIDE  
EXPANSION

1600 NY-36, MINDEN,  
NY 14843

JOB No. 21-001-DD  
Client:

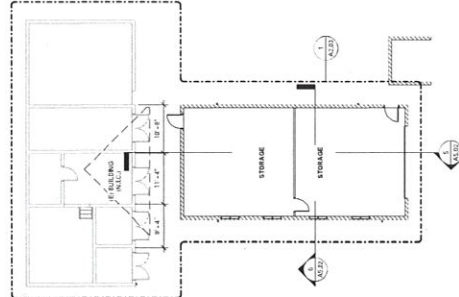
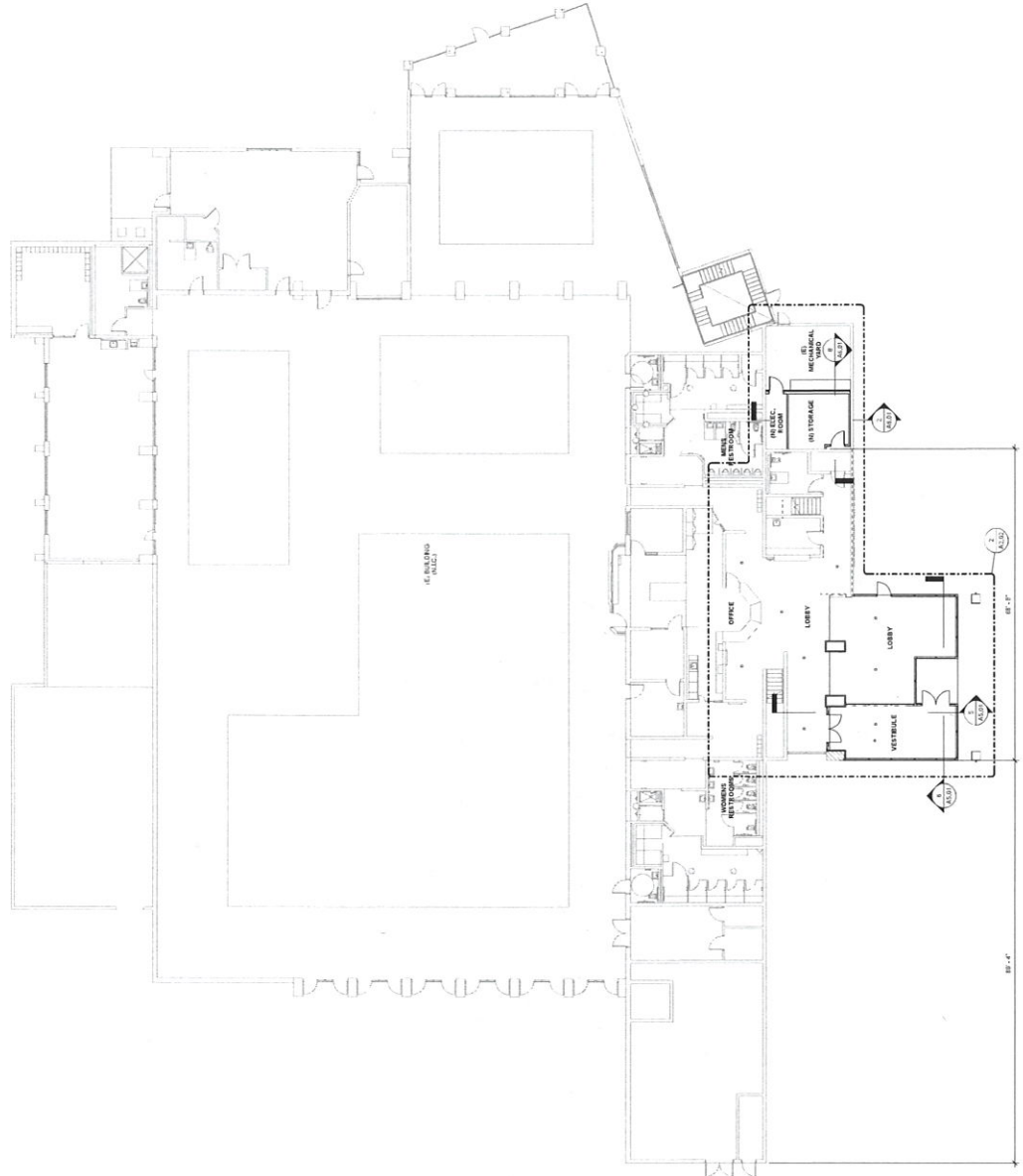
CONSTRUCTION DOCUMENTS

REV	DATE	DESCRIPTION

Sheet Title  
**OVERALL FLOOR  
PLAN**

Date: APRIL 10, 2024  
Sheet No:

**A2.01**



**1** OVERALL FLOOR PLAN  
SCALE: 1/8" = 1'-0"  
NORTH





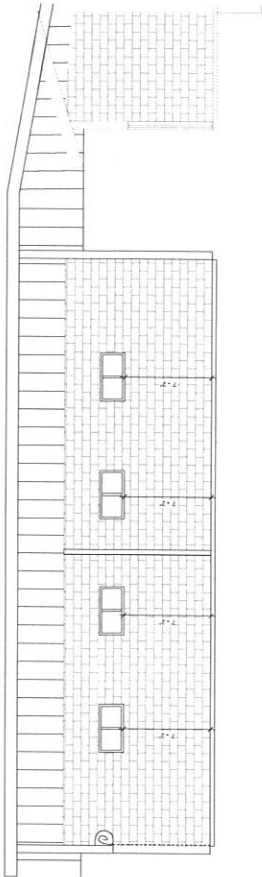




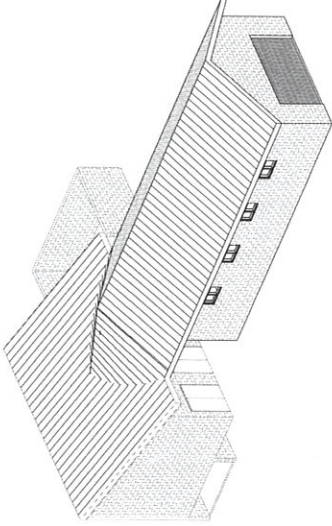
THESE CHANGES AND SPECIFICATIONS  
 HAVE BEEN MADE TO THE ORIGINAL  
 ARCHITECTURAL DRAWINGS AND SHALL BE  
 CONSIDERED PART OF THE CONTRACT.  
 NO PART OF THESE DOCUMENTS ARE TO BE  
 REPRODUCED OR TRANSMITTED IN ANY FORM  
 OR BY ANY MEANS, ELECTRONIC OR MECHANICAL,  
 INCLUDING PHOTOCOPYING, RECORDING, OR BY  
 ANY INFORMATION STORAGE AND RETRIEVAL  
 SYSTEM, WITHOUT THE WRITTEN PERMISSION  
 OF THE ARCHITECT.

Consultant

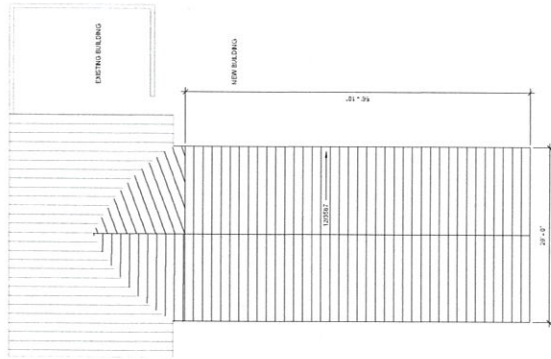
4 SECTION  
 SCALE: 1/8" = 1'-0"



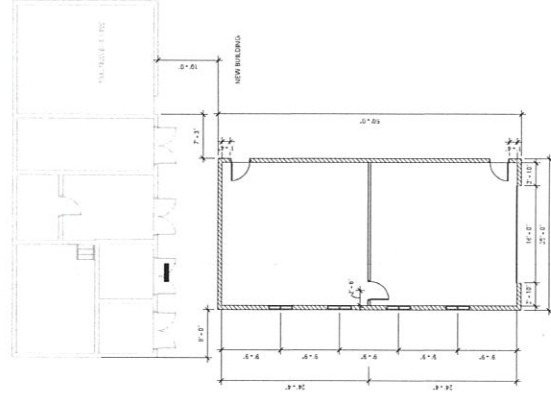
3 PERSPECTIVE  
 SCALE: 1/8" = 1'-0"



2 ENLARGED ROOF PLAN  
 SCALE: 1/4" = 1'-0"



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



Project: PLEASE RECYCLE

CONCESSION  
 STORAGE ADDITION /  
 EAST SIDE  
 EXPANSION

1600 NV-88, MINDEN,  
 NV 89423

Job No. 21-086-00  
 Owner

Schematic Design

REV	DATE	REVISIONS	DESCRIPTION

Sheet Title:  
 STORAGE BUILDING  
 ADDITION

Date: AUGUST 11, 2023  
 Sheet No.



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

---

---

**AGENDA ACTION SHEET**

**Agenda Item #3**

**Title:** Discussion Only. Discussion and update by Brook Adie, Community Services Director on the Interlocal Agreement with Douglas County building a splashpad in Topaz Ranch Estates.

**Background:** East Fork Swimming Pool District entered into an interlocal agreement with Douglas County as a partner in the development of a splashpad at the local park in the Topaz Ranch Estates (TRE). The EFSPD committed to contributing \$50,000 to the project with the County being responsible to design and construction. The County will be responsible for maintaining the Splash Park during its lifespan.

**Funding:** NA

**Recommended Motion:** Discussion only

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



## CVSC August 2024 Director's Report

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

- July Attendance 2023 was 22,813. July 2024 Attendance was 23,463 (See attached docs)

**Programming, Staffing and Training:**

- Jaws Flick N Float was a success.
- CVSC's 35<sup>th</sup> Anniversary Open House was planned by Leadership Team.
- Aquatic Supervisors enrolled in up coming conferences (NRPS & AOAP)
- Swim Meet Aug 2-4pm came with some weather challenges but I received positive feedback about staffing stepping-up and helping with damaged DDST equipment.
- Supervisors are working on staff evaluations.
- 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 liked and attended. SARAH had a record 50+ in her class one day in August!

**Marketing and Public Relations:**

- Shannon chaired the general NRPS Board meetings as President of the society.
- Shannon attended Women in Business meeting hosted by the Chamber of Commerce.
- Shannon worked with Record Courier on sharing "Open House" information.
- 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 in Leadership Meeting

**Maintenance Updates:**

- CAD (exterminator) came and sprayed prior to swim meet but will continue to be a problem. They love our food and water source.
- Dave is having two pumps rebuilt so they can be back-ups. Working with a new company.
- Dave is part of the construction team meetings giving valuable input.
- Dave is continuing to research the replacement of the Therapy Pool filter as part of the Asset Mang Plan.
- 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).











## User Attendance Breakdown

**Summary**

	July 2024				July 1, 2024 thru June 30, 2025			
	Drop-Ins	Passes	Total	%	Drop-Ins	Passes	Total	%
Senior	954	3,280	4,234	21%	954	3,280	4,234	21%
Adult	4,548	490	5,038	25%	4,548	490	5,038	25%
Youth	9,857	68	9,925	49%	9,857	68	9,925	49%
Complimentary	176	-	176	1%	176	-	176	1%
Family	324	50	374	2%	324	50	374	2%
Disabled	92	191	283	1%	92	191	283	1%
Therapy	100	-	100	0%	100	-	100	0%
Other	70	207	277	1%	70	207	277	1%
	16,121	4,286	20,407	100%	16,121	4,286	20,407	100%





# Rotary



**Rotary Club of Minden  
PO Box 284  
Minden, NV 89423**

May 30, 2024

Carson Valley Swim Center  
Attn: Shannon Harris  
P.O. Box 1972  
Minden, NV 89423

Dear Shannon:

Thank you for your generous contribution of a Carson Valley Swim Center Pass, valued at \$84.00, which supported the Minden Rotary Club's Annual Fundraiser, the Giving Cup Golf Tournament.


Our Club has always supported Rotary's International anti-polio effort. But more importantly, your donation is being put to work immediately here in Carson Valley to assist endeavors aimed at helping children at risk. Some of the programs supported by your contribution are MEFIYI, Kids and Horses, China Spring Youth Camp, Douglas County School District, Suicide Prevention Network, the Boys and Girls Club of Carson Valley, and many others. Support of these organizations would not be possible without generous contributions from people and organizations like you.

Again, your gift is at work supporting the efforts of those who can make a real and lasting difference in the lives of our children here in Carson Valley.

For more information about Rotary go to: [www.rotary.org](http://www.rotary.org) or to our Minden Rotary homepage at: <https://portal.clubrunner.ca/8448.com>. If you would like to become more involved, we welcome all inquiries concerning membership in our Minden Club. We meet each Thursday at 11:30 a.m., at the COD Casino. Please feel free to join us at any time.

Thanks again.

Sincerely,

  
Marsha Leeg  
President

**Donations are received through Minden Rotary Club Foundation, a 501(c)(3) corporation with the EIN of 75-3092088.**

**THE FOUR-WAY TEST OF THE THINGS WE THINK, SAY OR DO**

1. Is it the TRUTH? 2. Is it FAIR to all concerned? 3. Will it build GOODWILL and BETTER FRIENDSHIPS? 4. Will it be BENEFICIAL to all concerned?





Shannon Harris  
Carson Valley Swim Center  
1600 NV SR 88  
Minden, NV 89423

June 21, 2024

Dear Shannon,

On behalf of JOIN Inc., we would like to extend our heartfelt appreciation and gratitude for your generous support as a sponsor of our 2024 Swing Fore A Brighter Future Golf Tournament. Your contribution played a vital role in making our event a tremendous success and showcased your dedication to making a positive difference in the lives of others.

We are incredibly grateful for your decision to support our cause and partner with us in our mission to break the poverty cycle by assisting Nevadans gain valuable career skills and aid economic development in the communities in which we live. Your sponsorship allowed us to raise much-needed funds and awareness to support career growth and life transformation for those in need and/or underrepresented populations throughout Northern Nevada.

We couldn't have achieved such positive outcomes without the collective efforts and kind-heartedness of our sponsors, volunteers, and participants who came together to support a common cause. We hope that our partnership will continue to grow in the future as we strive to make an even greater impact on the lives of those we serve.

Please do not hesitate to reach out if you have any questions or if there is anything else we can do to show our appreciation. We look forward to staying connected and exploring further opportunities to work together for the betterment of our community.

Thank you again for your support during our 2024 Swing Fore A Brighter Future Golf Tournament Fundraiser. To see a brief highlights video, please use this link to our website <https://www.join.org/career-events-workshops/employment-news/>.

With utmost gratitude,

  
Denise L. Castle  
CEO

*Many thanks!  
Much love  
Sister!*