

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

**April 24th, 2025 at 9:00 a.m.  
Carson Valley Swim Center  
1600 Hwy 88, Minden, Nevada**

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

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**9:00am 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 March 20<sup>th</sup>, 2025 Meeting.
- 1b. For Possible Action. Approval of general ledger cash balances, expenditures and investments through March 31st, 2025.



## 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. Discussion Only. Discussion on the Activity Pool Remodel project and toy replacement options.
4. Discussion Only. Discussion on upcoming national conferences to be attended by staff and trustees and review Policy No. 1.1 EFSPD Trustee Travel & Conference Guidelines.
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. Presentation Only. Presentation by Board members of requests for matters to be placed on a future agenda.
7. For Discussion and Possible Action. Meeting adjournment.

Copies of the agenda were posted at 4:00pm, Thursday, April 17<sup>th</sup>, 2025 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.cvswim.com](http://www.cvswim.com)
5. State of NV web site: <https://notice.nv.gov/>

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

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



# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item # 1a

**Title:** Approval of the General Meeting minutes from March 20<sup>th</sup>, 2025

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

**Funding:** NA

**Recommended Motion:** Move to approve the General Meeting minutes from March 20<sup>th</sup>, 2025

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



**EAST FORK SWIMMING POOL DISTRICT  
BOARD OF TRUSTEES  
GENERAL MEETING MINUTES  
March 20<sup>th</sup>, 2025 at 9:00 a.m.  
Carson Valley Swim Center  
1600 Hwy 88, Minden, Nevada**

The Board of Trustees March 20<sup>th</sup>, 2025 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 Allen Biaggi, Trustee Frank Dressel, Trustee Teresa Duffy & Trustee Travis Lee.

**No Public Comment**

**AGENDA**

Motion by Lee to approve the agenda, seconded by Duffy, the motion was unanimously approved.

**CONSENT AGENDA ITEMS**

- 1a. For possible action. Previous minutes from the February 20<sup>th</sup>, 2025 General Meeting.
- 1b. For possible action. Approval of general ledger cash balances, expenditures, and investments through February 28<sup>th</sup>, 2025.

Motion made by Dressel and seconded by Lee to approve consent agenda items 1a and 1b. The motion was unanimously approved.

**ADMINISTRATIVE AGENDA**

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

Chairperson DesJardins introduced the item. Harris states that we have paid out some large payments on the Eastside Expansion. We have about \$1.1M left to pay. McCullough will touch on the roof restoration. McCullough states that the Eastside Expansion is going well. Weather is cooperating. The schedule is focused on the entry to be ready to open the end of April or beginning of May. Everything is going as planned and we are within budget. Generator to be delivered in August. We won't do the work on the generator till September. The generator can run the entire facility when the power goes out. Harris states that now that the fence is down in front and you can see the construction occurring, I have been getting some feedback from the patrons. One patron did ask if there was going to be railing going up the steps. We had not planned on adding a railing but after hearing her concerns and it shifted my opinion, so we have now added that to our scope for our patrons that need a little extra help going up steps. McCullough states that the next project is Activity Pool Project. Aquatics Design was not responding. We finally have their attention now to finalize the design. Harris states that she has asked them to give her some toy designs that match the murals. We still want a dumping toy. Project cost is reducing. We have decided not to do the steps. Des Jardins ask if there is code that says we have to have steps. Harris states no, there is not. McCullough states the next project is the Roof Restoration, we are waiting for the right weather and then we'll complete the punch list. Harris states that the warranty doesn't start until the job is complete. McCullough states he touched bases with Rob Anderson on the ACME CLMAR project. They had to run a second interaction for the flood impact analysis. We hope to have a report by next meeting.

**No Public Comment**

**3. For Possible Action. Discussion and possible action to create a non-resident fee for rentals costing patrons, not in our tax district, an additional \$25hr to rent facility space.**

Chairperson DesJardins introduced the item. Harris states what we have attached is our party flyer. This has been an oversight. This is the only category that we don't charge a non-resident fee. These are very reasonable prices for renting our whole facility. Biaggi asks do we know who is renting the facilities. Harris says it is about 50% resident and 50% non-resident. We do not charge extra for non-residents for day Use. Biaggi states he's not sure he's in favor of it. He states he see this as a community attribute and is not sure he's in support of charging an extra fee. Dressel states that as a taxpayer, don't you feel there should be an extra fee for non-residents? Biaggi states that the Community Center doesn't charge an extra fee for non residents. Lee states he hears the different opinions. This is more of a historical thing. It is a frequent discussion so taxpayers can see we are aware that we are funded by our taxpayers. When you have a high impact facility, it is a good best practice to look at partitioning out residents and non-residents. It would make us consistent with the other practices in our facility. I am in support of it. Duffy states she agrees with Lee. When I looked around for a place to have a party, we were the most reasonable.



DesJardins states that I am in favor of being consistent. We can look at it if as our locals are getting a discount.

Duffy made a motion to approve creating a non-resident fee for rentals costing patrons, not in our tax district, an additional \$25 for the first hour to rent facility space. Dressel seconded the motion. The motion was unanimously approved.

**4. For Possible Action. Discussion and possible action on the tentative '25-'26 budget and 5-Year Capital Improvement Plan.**

Chairman DesJardins introduced item. Harris states this is the month that we vote on the tentative budget and 5-year Capital Improvement Plan. We need to get it into the Department of Taxation by 4/15/2025. Once we receive the letter of approval stating they have approved the tentative budget and 5-year Capital Improvement Plan, we will do a public meeting and that will occur in May for final approval. The only number that will potentially change is the final Ad Valorem from the State. Nothing has changed from last month. Duffy asked do we usually see an increase in Ad Valorem from the State? Harris states there was a bit of an increase in our tentative budget and we don't usually see any more.

Biaggi made a motion to approve the tentative '25-'26 budget and 5-year Capital Improvement Plan. Lee seconded the motion. The motion was unanimously approved.

**No Public Comment**

**5. For possible action. Discussion on the Swim Center Director's annual evaluation and possible action approving Director's Merit increase.**

Chairperson DesJardins introduced the item. DesJardins states that each trustee was given a worksheet with 5 categories and ratings from 1-5 to assist them in evaluating the Director's performance. A rating of 5 being outstanding and a rating of 1 being unsatisfactory.

- Dressel states he is rating her all 5s. On Aquatic Programming (1), you have done a fantastic job. The angel fish program is just one example as is the Search and Rescue program. Dressel states he is rating her a 5 on Leadership and Management (2), you have a fantastic staff and that's due to your leadership and management. Dressel states he is rating her a 5 on Facilities Management (3), you are involved in every project in the facility. The tour I took of the Eastside Expansion construction just blew me away. Dressel states he is rating her a 5 on Financial Management (4), you do an excellent job with the budget every year. Look at the cost recovery. Dressel states he is rating her a 5 on Public Relations (5), Shannon's forte is public Relations. Went to the Elks with you. Thank you very much for inviting me. Your relationship with the community is phenomenal. We are very lucky to have you as our director. Overall rating: 5.0
- Lee states this has been a very busy year. Lee states he is rating her all 5s. On Aquatic Programming (1), because you are willing to listen to your staff. You empower them. Underwater Santa, Halloween Pumpkin are just a few. Lee states he is rating her a 5 on Leadership Management (2), you do one on ones with your staff. You are willing to take the time to meet with patrons. You are recognized in the community. You are proactive and always keep the best interest of the swim center at heart. You manage young people who are just starting their first jobs as well as seasoned folks that are working on our team. Lee states he is rating her a 5 on Facilities Management (3), I have been on the board for 7 years and have seen many projects that have been successfully completed. I enjoy working with a leader that isn't afraid to try new things. The expansions that have taken place are really fun things. This facility has grown leaps and bounds. Lee states he is rating her a 5 on Financial Management (4), the budget speaks for itself. I appreciate the proactive approach you have taken in getting a new vendor for our entry fees. Eventually we are going to run out of space. You are a self-regulated director as can be seen by the cost recovery. Lee states he is rating her a 5 on Public Relations (5), You are a gifted speaker; you know how to reach out. You are willing to be transparent when facing the public and being the voice of the swim center. It would be a huge void if you ever left the swim center. Overall rating 5.0
- Duffy states she is rating her all 5s. On Aquatic Programming (1), I think we are ahead of the game. Conferences are great and we are actually ahead of the curve in our programming. Going to the different sessions and then being told that we are already doing a lot of the things is great. You empower your staff. It shows and is reflected in the joy and happiness of the employees who work here. The Lifeguard program, water aerobics, swim meets, and swim teams. You adjust programming when necessary. Duffy is rating her a 5 on Leadership Management (2), I respect how fair you are. You meet with your management team monthly and you listen to them and manage with an open mind. You have one on ones with your staff weekly. Communication is the key to success. Before you make a decision, you will check with the attorney or Poolpact. The Economic Impact Report that was completed this year that you helped develop is a huge cherry on top for the challenges of the future. That document will reward us for years to come. Duffy is rating her a 5 on Facilities Management (3), you always stay on top of the repairs and replacements. You always project ahead. Your maintenance staff is professional. Duffy is rating her a 5 on Financial Management (4), you are always thoughtful of your purchases. You communicate with your staff about your vision of what the financials should look like.



You are always mindful of cost savings. You communicate with us. You are mindful of energy and chemical costs. You stay within your budget. Duffy is rating her a 5 on Public Relations (5), you stay connected. You have the right people in place to deal with social media. You are approachable. Your involvement in non-profits. You make the swim center look good.

Overall rating 5.0

- Biaggi states that I echo everything that has been said. I am also giving you 5s across the board. You are very imaginative and proactive. Our users provide that feedback and they like the facility. You anticipate what is necessary. You are active on a local level as well as a national level. You are very knowledgeable on all the equipment. You are forward thinking. The facility is well run. Staff salaries are competitive. Your budget preparation is top notch. You are really good with social media. Complaints are handled professionally. Do you have a director manual in case you do decide to leave. Harris states that she has thought about that but hasn't developed anything yet.

Overall rating: 5.0

- DesJardins states she is rating her all 5s. On Aquatic Programming (1), The patrons have a well-rounded selection of lessons and classes to choose from. You have a diversified staff to teach lessons. The extra activities like Underwater Santa, Halloween Pumpkins and Easter Egg Hunt are great for the community. DesJardins is rating her a 5 on Leadership and Management (2), you continue to lead with professionalism and keeps the board informed of issues and accomplishments. You care about your staff. I love that you give credit to the staff for their ideas and accomplishments. DesJardins is rating her a 5 on Facilities Management (3), you continue to amaze me on with your knowledge of all of the equipment and chemicals in this facility. You are always very involved with our construction projects. You have developed an understanding and awareness of the structural, electrical, and mechanical systems in order to keep our facility in like new status. DesJardins is rating her a 5 on Financial Management (4), you continue to manage the budget cost recovery, user revenue and operating expenses. You have outlined a sustainable capital plan that assures the facility is kept in a well-maintained status. As everybody has stated, you have done an excellent job on the budget. DesJardins is rating her a 5 on Public Relations (5), you represent the swim center in a professional and friendly manner. You are well known and well respected in the community. You have maintained numerous relationships with key county officials. You have been invited to speak at various community meetings.

Overall rating 5.0

Combined Overall Rating 5.0

Upon motion made by Biaggi and second by Lee, to approve the director's 5% merit increase of \$6,367 to bring her annual salary to \$133,705.00 to go into effect on 4/1/2025. The motion was unanimously approved.

#### **6. Discussion Only. Report from the Swim Center Director:**

CVSC March 2025 Director's Report

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

- February 2024 Attendance 8,630. February 2025 Attendance was 8,731 (See attached docs)

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

- Douglas High School Swim/Dive Season has officially started and the swim center will host many meets.
- Outdoor pool was opened March 3<sup>rd</sup> weather permitting. Must hit 45 as a high Temp and winds below 25mph.
- Shannon completed her Certified Pool Operator (CPO) recertification course (8hr online and final exam).
- Supervisors scheduled a Lifeguard Certification class for April and continue to train & red-shirt staff 4 hrs monthly.
- Sarah is planning the swim center's "Easter Egg Hunt" for April 20<sup>th</sup>.
- E-learning continues to be sent out monthly to staff by Andrew, Admin Asst./HR
- 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/dive lessons are combined numbers and classes are successful (see attached #'s)
- Water Aerobics class attendance is steady at 35+ participants in the morning classes. Evening classes are smaller but well liked and attended.

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

- Shannon was a guest speaker for the Carson Valley Health Vitality group sharing information about swim center programs and benefits; attended the "State of the County" at the Senior Center presented by County Manager Jenifer Davidson; participated in mock interviews at Aspire High School in partnership with the Chamber; attended the quarterly Oversight Committee meeting for Pool Pact as a member of the committee; received two Continuing Education Units (CEU) for attended two Lunch N Learns online; attended the quarterly "Cyber Security" training hosted by Pool Pact; chaired the executive & general Nevada Recreation & Parks Society Board meetings as President.



- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah & Catherine).
- Website updates (Justin, Paul, Sharon), Google Business updates (Shannon), Alignable updates (Shannon)
- Annual publications: Carson Valley Business Directory, Getaway Reno/Tahoe Area, Best of CV, Almanac, R-C.
- 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/patrons to keep up-to-date on schedule/procedure changes.

**Employee Recognition:**

Employee of the Month: Display leadership traits, accountability, punctuality and dedication to the profession

January = Matt Beam, Lifeguard

February = Sierra Kothman, Lifeguard and Swim Instructor

March = Abbigail Detsch, Lifeguard and Swim Instructor

**Maintenance Updates:**

- Maintenance Team is responsible for getting the outdoor ready to be opened.
- Department will work with Cintas regarding chemical purchases and paper products.
- Dave attends the weekly construction meetings with Shannon, Scott and contractors along with meetings with Aquatic Design group.
- 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**

**8. Discussion only. Proposed agenda items for the April 24<sup>th</sup>, 2025 meeting without discussion.**

**CIP Update**

**Activity Pool Project**

**More specific staffing Information**

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



# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item # 1b

**Title:** For possible action. Approval of general ledger cash balances, expenditures and investments through March 31<sup>st</sup>, 2025.

**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 March 31<sup>st</sup>, 2025.

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



## EAST FORK SWIMMING POOL DISTRICT

## Balance Sheet

As of March 31, 2025

	Mar 31, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	629,143.85
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	3,478,431.78
112-5 · LOCAL GOV'T POOL OPERATING	50,565.15
Total Checking/Savings	4,158,990.78
Accounts Receivable	
121 · ACCOUNTS RECEIVABLE	2,314.00
Total Accounts Receivable	2,314.00
Other Current Assets	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	12,835.60
120 · MERCHANDISE INVENTORY	3,798.28
125 · FOOD INVENTORY	1,546.84
Total 12100 · INVENTORY	18,180.72
130 · Prepaid Expense	28,088.06
170-4 · DELINQUENT TAX REC	40,622.55
Total Other Current Assets	86,891.33
Total Current Assets	4,248,196.11
Fixed Assets	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	2,006,537.08
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,689,831.52
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	8,963,721.33
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
Total Other Assets	410,899.00
<b>TOTAL ASSETS</b>	<b>13,622,816.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	23,414.93
Total Accounts Payable	23,414.93
Credit Cards	
202 · CITI VISA CREDIT CARD	5,993.25
Total Credit Cards	5,993.25
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	72,704.71
221-2 · ACCRUED PAYROLL TAXES	11,003.11
229 · SUTA	2,920.69
234-3 · Aflac	329.64
Total 200 · PAYROLL LIABILITIES	86,958.15



9:31 AM

## EAST FORK SWIMMING POOL DISTRICT

04/07/25

## Balance Sheet

Accrual Basis

As of March 31, 2025

	Mar 31, 25
218 · ACCRUED VESTED VAC PAY	35,638.76
219 · OPEB LIABILITY	37,613.00
235 · ACCRUED WORKMANS COMPENSATION	-4,339.55
236 · NOTE PAYABLE - ZION	246,000.00
Total Other Current Liabilities	401,870.36
Total Current Liabilities	431,278.54
Long Term Liabilities	
220 · NET PENSION LIABILITY	1,126,751.00
225 · DEFERRED PENSION INFLOWS	179,203.00
Total Long Term Liabilities	1,305,954.00
Total Liabilities	1,737,232.54
Equity	
349 · RETAINED EARNINGS	7,293,383.87
351-1 · FUND BALANCE	1,452,260.17
355 · CONTRIBUTED CAPITAL	1,648,952.81
Net Income	1,490,987.05
Total Equity	11,885,583.90
TOTAL LIABILITIES & EQUITY	13,622,816.44



	Mar 25	Budget	Jul - Mar 25	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	42,328.75	44,788.00	412,273.95	443,613.00	(31,339.05)	640,650.00	228,376.05	64.35%
496 • FOOD	1,949.75	2,647.00	27,613.75	44,515.00	(16,901.25)	66,146.00	38,532.25	41.75%
497 • MERCHANDISE	983.75	2,023.00	11,021.15	16,473.00	(5,451.85)	25,409.00	14,387.85	43.37%
498 • GRANT INCOME	0.00	1,250.00	10,000.00	11,250.00	(1,250.00)	15,000.00	-	0.00%
<b>Total Income</b>	<b>45,262.25</b>	<b>50,708.00</b>	<b>460,908.85</b>	<b>515,851.00</b>	<b>(54,942.15)</b>	<b>747,205.00</b>	<b>281,296.15</b>	<b>61.68%</b>
<b>Cost of Goods Sold</b>								
<b>COST OF GOODS SOLD</b>								
550 • FOOD EXPENSE	1,322.17	2,197.00	10,855.54	24,681.00	13,825.46	34,247.00	23,391.46	31.70%
555 • MERCHANDISE EXPENSE	1,282.08	953.00	6,325.97	8,861.00	2,535.03	13,613.00	7,287.03	46.47%
560 • FOOD SUPPLIES	63.31	73.00	583.28	446.00	(137.28)	1,250.00	666.72	46.66%
565 • FOOD SPOILAGE	0.00	0.00	120.65	496.00	375.35	637.00	516.35	18.94%
<b>Total COST OF GOODS SOLD</b>	<b>2,667.56</b>	<b>3,223.00</b>	<b>17,885.44</b>	<b>34,484.00</b>	<b>16,598.56</b>	<b>49,747.00</b>	<b>31,861.56</b>	<b>35.95%</b>
<b>Gross Profit</b>	<b>42,594.69</b>	<b>47,485.00</b>	<b>443,023.41</b>	<b>481,367.00</b>	<b>(38,343.59)</b>	<b>697,458.00</b>	<b>249,434.59</b>	<b>63.52%</b>
<b>Expense</b>								
<b>GENERAL &amp; ADMINISTRATIVE</b>								
629 • ADVERTISING/PRINTING	62.00	78.00	8,623.50	11,507.00	\$ 2,883.50	15,000.00	6,376.50	57.49%
630 • POSTAGE	72.75	156.00	570.57	774.00	\$ 203.43	800.00	229.43	71.32%
631 • JANITORIAL EXPENSE	244.45	396.00	7,219.65	9,210.00	\$ 1,990.35	12,775.00	5,555.35	56.51%
632 • SOFTWARE - IT	2,921.13	1,940.00	19,413.00	24,809.00	\$ 5,396.00	33,555.00	14,142.00	57.85%
641 • POOL TRAINING AND EDUCATION	1,031.75	76.00	4,493.12	3,184.00	\$ (1,309.12)	3,410.00	(1,083.12)	131.76%
645 • OFFICE SUPPLIES	221.61	288.00	4,603.91	5,355.00	\$ 751.09	6,071.00	1,467.09	75.83%
660 • SEMINARS & EDUCATION	0.00	756.00	3,894.06	5,303.00	\$ 1,408.94	7,325.00	3,430.94	53.16%
661 • DUES/SUBSCRIPTIONS	286.98	440.00	1,063.65	1,661.00	\$ 597.35	2,045.00	981.35	52.01%
680 • TRAVEL EXPENSE	924.02	0.00	17,784.74	11,242.00	\$ (6,542.74)	11,293.00	(6,491.74)	157.48%
681 • MEALS	622.00	190.00	3,910.07	1,710.00	\$ (2,200.07)	2,274.00	(1,636.07)	171.95%
683 • AUTO REIMBURSEMENT/MILEAGE	289.31	76.00	1,334.39	2,709.00	\$ 1,374.61	2,975.00	1,640.61	44.85%
690 • LEGAL EXPENSE	0.00	417.00	3,778.58	3,753.00	\$ (25.58)	5,000.00	1,221.42	75.57%
691 • ACCOUNTING EXPENSE	455.00	510.00	17,435.00	17,401.00	\$ (34.00)	19,001.00	1,566.00	91.76%
692 • BANK CHARGES	0.00	100.00	0.00	900.00	\$ 900.00	1,200.00	1,200.00	0.00%
693 • ENTRY SYSTEM CHARGES	4,272.06	2,384.00	37,135.53	29,185.00	\$ (7,950.53)	39,000.00	1,864.47	95.22%
694 • DC VOTER FEES	0.00	0.00	5,817.75	5,500.00	\$ (317.75)	5,500.00	(317.75)	105.78%
780 • CASH OVER/SHORT	-19.25	0.00	-331.27	0.00	\$ 331.27	-	331.27	#DIV/0!
<b>Total GENERAL &amp; ADMINISTRATIVE</b>	<b>11,383.81</b>	<b>7,807.00</b>	<b>136,746.25</b>	<b>134,203.00</b>	<b>(2,543.25)</b>	<b>167,224.00</b>	<b>30,477.75</b>	<b>81.77%</b>
<b>PAYROLL EXPENSES</b>								
599 • BOARD EXPENSES	2,000.00	1,917.00	19,200.00	17,253.00	(1,947.00)	23,000.00	3,800.00	83.48%
600 • SALARIES & WAGES	96,039.01	157,341.00	1,026,846.74	1,128,403.00	101,556.26	1,472,939.00	446,092.26	69.71%
601 • SOCIAL SECURITY	3,262.99	5,939.00	37,131.79	44,555.00	7,423.21	57,894.00	20,762.21	64.14%
611 • MEDICARE	1,401.70	2,355.00	14,987.00	16,646.00	1,659.00	21,706.00	6,719.00	69.05%
613 • STATE UNEMPLOYMENT	871.48	2,116.00	7,065.22	12,395.00	5,329.78	16,606.00	9,540.78	42.55%
614 • HEALTH INSURANCE	5,867.76	5,229.00	52,261.39	47,061.00	(5,200.39)	62,750.00	10,488.61	83.29%



	Mar 25	Budget	Jul - Mar 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 - PERS	12,185.44	20,018.00	120,187.16	147,951.00	27,763.84	188,658.00	68,470.84	63.71%
617 - WORKMANS COMPENSATION	4,221.75	4,279.00	37,995.75	38,511.00	515.25	51,351.00	13,355.25	73.99%
639 - PAYROLL TAX ADJUSTMENTS	705.00	0.00	6,345.00	0.00	(6,345.00)	-	(6,345.00)	#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	-498.38	0.00	756.23	0.00	(756.23)	-	(756.23)	#DIV/0!
Total PAYROLL EXPENSES	126,056.75	199,194.00	1,322,776.28	1,452,775.00	129,998.72	1,894,904.00	572,127.72	69.81%
POOL OPERATIONS								
UTILITIES								
619 - GARBAGE	397.56	606.00	6,204.05	6,151.00	(53.05)	8,200.00	1,995.95	75.66%
621 - TELEPHONE EXPENSE	391.35	319.00	4,267.75	5,016.00	748.25	6,800.00	2,532.25	62.76%
622 - ELECTRIC	9,340.05	9,821.00	88,476.14	114,454.00	25,977.86	145,000.00	56,523.86	61.02%
624 - WATER	500.35	641.00	8,186.25	8,380.00	193.75	11,500.00	3,313.75	71.18%
625 - SEWER	0.00	0.00	4,837.53	4,472.00	(365.53)	6,450.00	1,612.47	75.00%
626 - NATURAL GAS	10,646.14	18,644.00	74,201.14	113,347.00	39,145.86	149,300.00	75,098.86	49.70%
Total UTILITIES	21,275.45	30,031.00	186,172.86	251,820.00	65,647.14	327,250.00	141,077.14	56.89%
623 - INSURANCE	3,165.19	3,083.00	28,486.71	27,747.00	(739.71)	37,000.00	8,513.29	76.99%
628 - CHEMICALS	9,681.28	7,227.00	50,815.54	44,550.00	(6,265.54)	62,125.00	11,309.46	81.80%
633 - MAINTENANCE & REPAIR	8,586.57	9,524.00	63,968.04	78,229.00	14,260.96	110,000.00	46,031.96	58.15%
634 - EQUIPMENT RENTAL	185.59	228.00	1,670.31	4,249.00	2,578.69	5,000.00	3,329.69	33.41%
636 - LANDSCAPE MAINTENANCE	740.00	1,490.00	7,960.00	13,410.00	5,450.00	17,885.00	9,925.00	44.51%
640 - EMPLOYEE INCENTIVES	65.99	31.00	2,917.57	2,850.00	(67.57)	3,200.00	282.43	91.17%
642 - SAFETY	294.85	440.00	17,338.48	16,174.00	(1,164.48)	17,500.00	161.52	99.08%
643 - SUPPLIES	187.98	1,093.00	5,686.46	6,231.00	544.54	7,050.00	1,363.54	80.66%
644 - UNIFORMS	301.98	862.00	4,728.08	6,146.00	1,417.92	8,175.00	3,446.92	57.84%
646 - SMALL EQUIPMENT	0.00	400.00	658.32	3,600.00	2,941.68	4,800.00	4,141.68	13.72%
Total POOL OPERATIONS	44,484.88	54,409.00	370,402.37	455,006.00	84,603.63	599,985.00	229,582.63	61.74%
850 - DEPRECIATION EXPENSE	41,666.67	41,666.67	375,000.03	375,000.03	-	500,000.00	429,240.00	75.00%
Total Expense	223,592.11	303,076.67	2,204,924.93	2,416,984.03	212,059.10	3,162,113.00	1,261,428.10	69.73%
Net Ordinary Income	(180,997.42)	(255,591.67)	(1,761,901.52)	(1,935,617.03)	173,715.51	(2,464,655.00)	(1,011,993.51)	71.49%
Other Income/Expense								
Other Income								
401.4 - AD VALOREM	450,244.47	379,444.00	3,113,868.25	2,866,163.00	247,705.25	3,054,254.00	(59,614.25)	101.95%
491 - INTEREST INCOME	12,818.91	6,667.00	140,899.87	60,003.00	80,896.87	80,000.00	(60,899.87)	176.12%
499 - OTHER INCOME	0.00	0.00	975.00	0.00	-	-	-	-
Total Other Income	463,063.38	386,111.00	3,255,743.12	2,926,166.00	328,602.12	3,134,254.00	(120,514.12)	103.88%
Other Expense								
899 - Interest Expense	0.00	0.00	2,854.80	2,718.00	(136.80)	4,774.00	1,919.20	-
Total Other Expense	-	-	2,854.80	2,718.00	(136.80)	(4,774.00)	1,919.20	-
Net Other Income	463,063.38	386,111.00	3,252,888.32	2,923,448.00	328,465.32	3,129,480.00	(118,594.92)	103.94%
Net Income	282,065.96	130,519.33	1,490,986.80	987,830.97	502,180.83	664,825.00	(1,130,588.43)	224.27%



	Account	Amount	Memo
Ace Hardware	633 - MAINTENANCE & REPAIR	63.18	Fasteners, Universal Joint, Rope Truck(Hank)
AIRGAS	628 - CHEMICALS	2,305.40	Carbon Dioxide Liquid
Alliant Hotel & Resort	680 - TRAVEL EXPENSE	248.58	Vegas Conf Apr 2025 (S. Harris & S. Davenport)
Amazon	645 - OFFICE SUPPLIES	764.92	Subscription, Electronic Keypad Lock, Food Supplies, Office Supplies, Voltage Analog Simulator, Wristbands, Showhead, Employee Incentives, Netgear Switch, Janitorial, Handrail Cover
American Red Cross	642 - SAFETY	550.00	11 Staff Recerts
Calvin Stevenson	634 - EQUIPMENT RENTAL	10.00	Fingerprinting
Cannon Financial Services	691 - ACCOUNTING EXPENSE	185.59	Copier Lease/Equip Insurance (Mar 2025)
Carson Valley Accounting LLC	628 - CHEMICALS	275.00	Monthly site visit (Mar 2025)
Certified Laboratories	629 - ADVERTISING/PRINTING	818.84	Chem Aqua
Constant Contact	633 - MAINTENANCE & REPAIR	52.00	Software program for email address for contacts
Costco	683 - AUTO REIMB/MILEAGE	1,990.95	Annual Membership, Stamps Copy Paper, Food, Food Supplies, Janitorial, Maintenance Supplies, Gloves
Deanna Abbott	636 - LANDSCAPE MAINTENANCE	33.32	
Desert Star Landscaping	631 - JANITORIAL	740.00	Contract Mar 2025
Dollar Tree	614 - HEALTH INSURANCE	5.00	Toilet Paper
Douglas County School District	621 - TELEPHONE EXPENSE	6,389.20	Health Insurance Mar 25 (7)FT/(1) Dependents- Long
DTIS Fiber	644 - UNIFORMS	94.98	Internet Service
Dungarees Inc	633 - MAINTENANCE & REPAIR	169.98	Maintenance Carhart Vests
Ebay	633 - MAINTENANCE & REPAIR	158.84	Skimmers, Circuit Breaker, Pool Ladder, Rail Cover
Flag Store	633 - MAINTENANCE & REPAIR	81.40	Poly Pennant Strings (Red, White, Blue)
Global Payments	693 - ENTRY SYSTEM CHARGES	3,227.21	
Grant Bruce	642 - SAFETY	10.00	Fingerprinting
Grant Gromes	642 - SAFETY	10.00	Fingerprinting
High Sierra Business Systems	645 - OFFICE SUPPLIES	64.68	Copy fee for 5 copiers (Feb 2025)
Home Depot	633 - MAINTENANCE & REPAIR	796.23	Galvanized Leg, Hose Washer, Tarnish Remover, Caution Tape, Wall Clocks, Painters Rags, LED Panel Light, Electrical Tape, Keypad Door Lock, Fittings Breaker
Hydraulic Industrial	633 - MAINTENANCE & REPAIR	73.63	Garden Hose Assembly, Nipples QC Sockets
Inland Supply	631 - JANITORIAL	3.00	Gloves
Jack Stevenson	641 - POOL TRAINING & EDUCATION	514.94	WNC Basic Electricity Class, Mileage
Jacob Monterrosa	642 - SAFETY	10.00	Fingerprinting
KNORR	628 - CHEMICALS	4,656.00	Pulsar Briquettes
Kylie Lazzarino	640 - EMPLOYEE INCENTIVES	50.00	Employee Referral (L. Johnson)
Lincoln Aquatics	628 - CHEMICALS	2,038.75	Sani-Chlor, Muriatic Acid, Ladder Bumpers
Meeks	633 - MAINTENANCE & REPAIR	809.33	4x8 CC Plywood (9)
Merch Bkcd Nsd	693 - ENTRY SYSTEM CHARGES	44.85	
Microsort Corp	632 - SOFTWARE-IT	9.79	Icloud Backup
Nevada Recreation & Parks Society	629 - ADVERTISING/PRINTING	10.00	Lunch N Learn (S. Harris)
NV Energy	622 - ELECTRIC	9,340.05	
OOMA, INC	621 - TELEPHONE EXPENSE	286.37	Monthly Service Fee (Mar 2025)
Paypal Business	633 - MAINTENANCE & REPAIR	179.00	Solar Irradiance Sensor
Pool & Hot Tub Foundation	641 - POOL TRAINING & EDUCATION	45.00	CPO Packet
Pool Web	633 - MAINTENANCE & REPAIR	46.47	Skimmers
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	47.06	Mar 2025 #834
QuickBooks Payroll Service	639 - PAYROLL TAX ADJUSTMENTS	705.00	Fees for Direct Deposit (2 Payrolls)
Recreation Supply Company	633 - MAINTENANCE & REPAIR	273.98	Ex-Tensioner
Reno Carson Lumber	633 - MAINTENANCE & REPAIR	150.00	10-LVL Rim Board
Sarah Davenport	681 - MEALS	311.00	Conference Las Vegas Apr 2025
Seven Up/RC Bottling Co	550 - FOOD EXPENSE	151.80	
Shannon Harris	691 - ACCOUNTING EXPENSE	723.80	Mileage (FL trip), Conference Sacramento (Mar 25), Meals(Conference Las Vegas Apr 2025)
Sierra Booking Services, inc	680 - TRAVEL EXPENSE	180.00	Feb 2025 (2 Payroll/PERS)
Southwest Airlines	626 - NATURAL GAS	440.44	Las Vegas Conf Apr 2025 (S. Davenport/S. Harris)
SOUTHWEST GAS	655 - MERCHANDISE	10,646.14	
Speedo USA, Inc	661 - DUES/SUBSCRIPTIONS	1,282.08	Goggles
Spotify	643 - SUPPLIES	11.99	
Swimoutlet	643 - SUPPLIES	160.00	Finis Adult Pull Buoy
Town Of Minden	624 - WATER & TRASH	897.91	Water/Garbage
Uniformity	644 - UNIFORMS	132.00	Stitch Patch on Swim Instructor Shorts
Univerus Software Canada	693 - ENTRY SYSTEM CHARGES	1,000.00	Merchant Charge for New Credit Card Processor (Clover)
Walimart	550 - FOOD EXPENSE	63.48	Ice Cream
Western Nevada Supply	633 - MAINTENANCE & REPAIR	5,155.88	3. Bottler/Water Filling Stations, Air Vent
Zoro Tools	633 - MAINTENANCE & REPAIR	115.19	Prison Toilet Control Stops
<b>Total</b>		<b>59,610.18</b>	



# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #2

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

March 31st, 2025  
\$ 3,478,431

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 (R.O. Anderson, Do. Co. Permits ESE)

Company	2024/2025 Budget	Contract Amount/ Expense	Remaining Amts. Payable
Plenium / TSK	2,550,000	2,356,000	923,494
CTR/Garland	8,243	164,850	8,243
Douglas County	15,000	15,000	6,470
Reserve Analyst	280,758	280,758	195,393
Contingency for Asset Mang	30,000	30,000	-
<b>'24/'25 Capital Budget</b>	<b>2,884,001</b>	<b>2,846,608</b>	

1,627,600

Remaining Construction Funds Available

\$ 1,850,831



# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #3

**Title:** Discussion Only. Discussion on the Activity Pool Modernization project and toy replacement options.

**Background:** The activity pool is one of the original pools built and opened in 1989. The dumping buckets, waterfall and lemon drop toys were added to the pool in 1999 by Aquatic Design group. The average lifespan of the equipment is listed as 20 yrs. The equipment has been so well maintained by staff that they are going on 25 years in service but are showing serious signs of deterioration.

In Feb 2024, CVSC approved a 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.

In November 2024, the trustees approved the Aquatic Design Group's Activity Pool Modernization Project proposal in the amount of \$1,146,072.75. We are currently in the design stages of the project.

**Funding:** NA

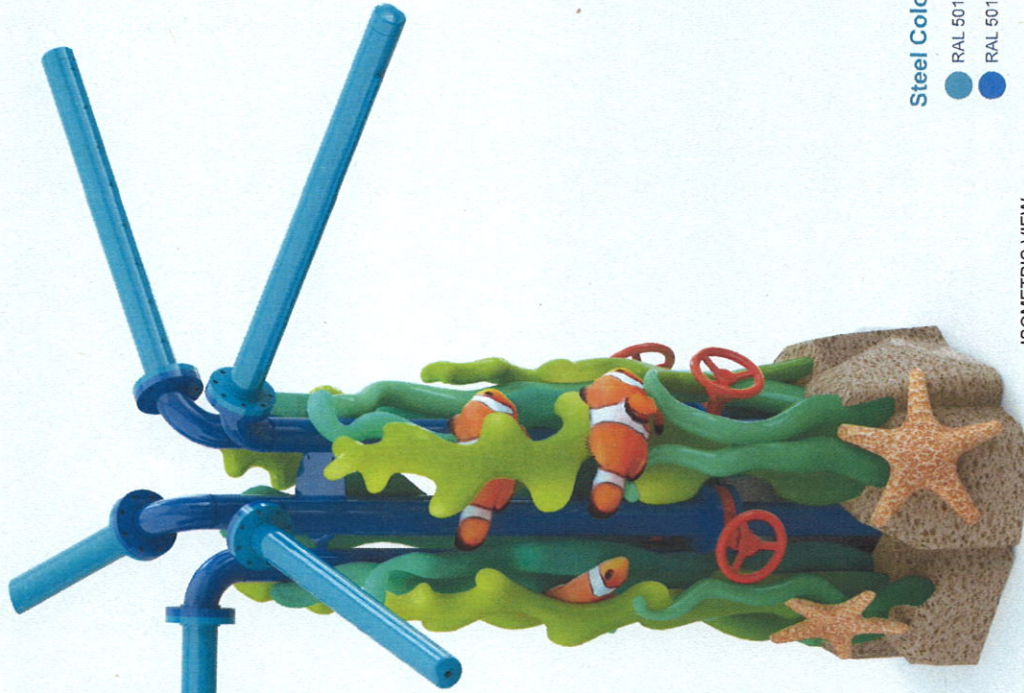
**Recommended Motion:** Discussion only.

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

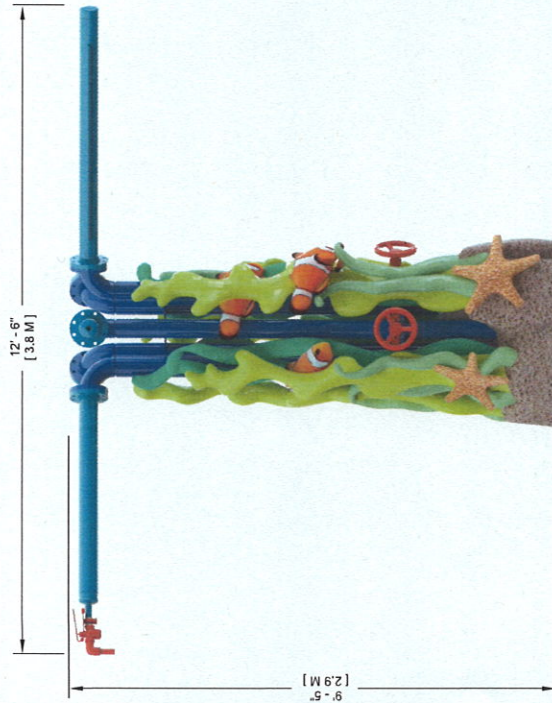








ISOMETRIC VIEW



FRONT VIEW

### Steel Colours

- RAL 5018 TURQUOISE BLUE
- RAL 5015 SKY BLUE

NOTES  
 1. THE VISUAL REFERENCE IS CONCEPTUAL AND IS INTENDED TO ILLUSTRATE OUR GENERAL PRODUCT DIRECTION.  
 IT IS INTENDED FOR INFORMATION PURPOSES ONLY. THE FINAL PRODUCT MAY VARY IN COLOUR.  
 2. THEME ITEMS SHOWN MAY VARY FROM ACTUAL ELEMENTS.

49508-1 CARSON VALLEY SWIM CENTER / IN / UNITED STATES | AP THEMING | SUBMISSION  
 DESIGNED BY: S.C | DRAWN BY: S.C | REVIEWED BY:  
 MODEL / AS 107 | PAGE 1 OF 1 | V1 | APR.03.2025



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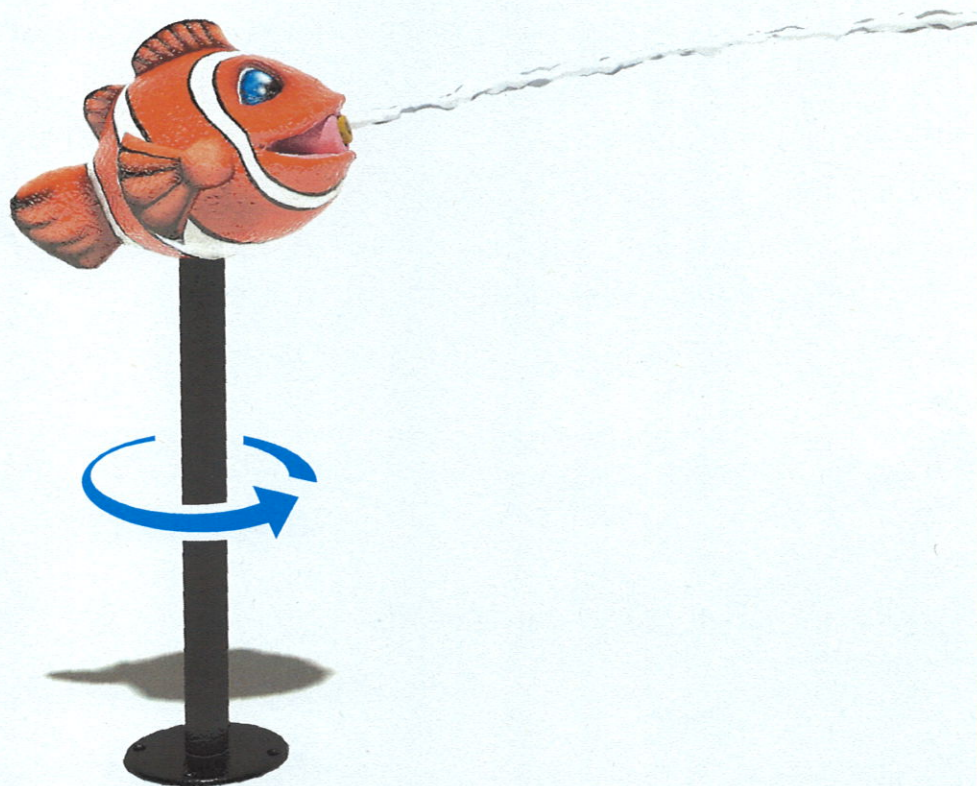


## SPIN N' SPRAYS™

INTERACTIVE SPRAY FEATURES WITH A TWIST



**WATER ODYSSEY™**  
BY FOUNTAIN PEOPLE  
A PLAYCORE Company



## FISH

### ACTIVITY

This sprayer emits a soft aerated stream of water and is available with 45 to 360 degree swing (operating range) in the horizontal plane - standard is 90° horizontal swing. This unit is available with a hidden wireless activator for virtually instantaneous on/off operation. There are no pinch points. This feature is ideal for ages 5-12.

### MODEL:W290



12 GPM/45 LPM  
Throw: 15 FT/ 457 CM



6 GPM/23 LPM



Height: 3'-4"/132 CM

### FEATURES & BENEFITS

- Adjustable Spray Zone
- More play value through interactivity
- Coated with Aqua Armor - the most durable Chlorine, UV and vandal resistant coating in the industry
- Interchangeable with other spray features
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- Water conserving version available

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# EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

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## AGENDA ACTION SHEET

### Agenda Item #4

**Title:** Discussion Only. Discussion on upcoming national conferences to be attended by staff and trustees and review Policy No. 1.1 EFSPD Trustee Travel & Conference Guidelines.

**Background:** The Director, Aquatic Supervisors, Maintenance Supervisor and Trustees have attended National Conferences annually related to recreation and aquatic management, equipment and current trends on multiple topics.

During the November 2021 the Trustees adopted "Policy No 1.1, Board Travel and Conference Guidelines."

**Funding:** NA

**Recommended Motion:** Discussion only

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



## 2025-2026 Conferences Schedule



**September 16-18, 2025**

**Orlando, Florida**

This year's conference promises influential keynote speakers, inspiring education sessions and a fun-filled exhibit hall. It's also one of the best opportunities to network and connect with park and recreation professionals across the country.

\*Registration Opens May 12, 2025



Association of  
Aquatic Professionals

**February 16-19, 2026**

**Colorado Springs, CO**

Join professionals from all over the world to learn about the latest trends, legislation, and issues facing our industry. Education, networking, & professional development opportunities offered during the conference are one of a kind. AOAP delivers content covering important topics such as safety & risk management, leadership, executive development, facility management, staff training, maintenance, & programming.

\*Registration is open! Early bird pricing until 10/1/2025



**April 2026**

**Lake Tahoe, NV**

We have a lot of exciting things in store this year; including, top-notch education programs, a world-renowned keynote speaker, alliance building events and plenty of opportunities to explore the exhibitor space.

\*Registration TBD



## CVSC April 2025 Director's Report

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

- March 2024 Attendance 10,647. March 2025 Attendance was 11,020 (See attached docs)

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

- Supervisors are holding a Lifeguard Certification class the week of Spring Break April 21-25. We will need approx. 2-3 Senior Guard positions filled along with 25-30 lifeguard positions. We are still waiting to see who is returning from college and what everyone's availability is this summer.
- Sarah and team are planning the swim center's "Easter Egg Hunt" for April 20<sup>th</sup>.
- E-learning continues to be sent out monthly to staff by Andrew, Admin Asst./HR
- 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/dive lessons are combined numbers and classes are successful (see attached #'s)
- Water Aerobics class attendance is steady at 35+ participants in the morning classes. Evening classes are smaller but well liked and attended.

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

- Shannon attended the Minden Fortnightly donation ceremony and received a \$250 check from the group.
- Shannon attended the California Recreation and Parks Society Conference in Sacramento, CA and attended the Aquatics intensive along with others.
- Shannon and Sarah attended the Nevada Recreation and Parks Society Conference in N. Las Vegas.
- Record Courier – Easter Egg hunt information was published and flyers were sent to Visitors Authority and 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)
- Annual publications: Carson Valley Business Directory, Getaway Reno/Tahoe Area, Best of CV, Almanac, R-C.
- 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/patrons to keep up-to-date on schedule/procedure changes.

### **Employee Recognition:**

Employee of the Month: Display leadership traits, accountability, punctuality and dedication to the profession  
April = Roberto Hernandez – Hard working and so respectfully

### **Maintenance Updates:**

- Department working with Cintas regarding chemical purchases and paper products.
- Replaced heat exchanger in the activity pool so temp remains more stable.
- Dave continues to work with Renosys in the replacement of the 3M diving board pad.
- Dave attends the weekly construction meetings with Shannon, Scott and contractors along with meetings with Aquatic Design group.
- 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: 2023-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>22813</b>	<b>14787</b>	<b>8898</b>	<b>8057</b>	<b>7373</b>	<b>7389</b>	<b>8997</b>	<b>8630</b>	<b>10647</b>				<b>97591</b>
<b>Attendance:</b>													
Lessons	1703	786	548	415	481	200	260	506	567				5466
DDST	1000	1100	1050	1100	1000	1000	1150	950	1050				9400
Mem/Pass Visits	3964	3914	3210	3216	3096	3051	3410	3025	3240				30126
DHS Aquatics	0	172	447	318	404	344	447	318	429				2879
DHS Swim/Dive	0	0	0	0	0	0	0	420	462				882
Drop-In Visits	16146	8815	3643	3008	2392	2794	3730	3411	4899				48838
User Fees	100,273	70,785	35,787	31,700	28,920	22,819	44,971	34,219	39,770				\$409,244

**East Fork Swim Pool District**

Attendance Report Fiscal Year: 2024-2025

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>23463</b>	<b>16098</b>	<b>9222</b>	<b>9112</b>	<b>7549</b>	<b>7448</b>	<b>9137</b>	<b>8731</b>	<b>11020</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101780</b>
<b>Attendance:</b>													
Lessons	1626	1087	439	408	451	194	484	460	667				5816
DDST	1430	1050	950	1265	1100	1323	1242	1080	1050				10490
Mem/Pass Visits	4286	3976	3573	3572	3098	2978	3521	3037	3419				31460
DHS Aquatics	0	320	640	576	540	480	570	480	540				4146
DHS Swim/Dive	0	0	0	0	0	0	24	448	504				976
Drop-In Visits	16121	9665	3620	3291	2360	2473	3296	3226	4840				48892
User Fees	100,889	65,844	36,422	44,270	26,973	25,376	40,854	29,317	42,329				\$412,273



**East Fork Swim Pool District****Attendance Report Fiscal Year: 2023-2024**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>22813</b>	<b>14787</b>	<b>8898</b>	<b>8057</b>	<b>7373</b>	<b>7389</b>	<b>8997</b>	<b>8630</b>	<b>10647</b>	<b>11561</b>	<b>13362</b>	<b>19057</b>	<b>141571</b>
<b>Attendance:</b>													
Lessons	1703	786	548	415	481	200	260	506	567	638	1215	1288	8607
DDST	1000	1100	1050	1100	1000	1000	1150	950	1050	1100	1150	1000	12650
Mem/Pass Visits	3964	3914	3210	3216	3096	3051	3410	3025	3240	3400	3628	3648	40802
DHS Aquatics	0	172	447	318	404	344	447	318	429	379	472	241	3971
DHS Swim/Dive	0	0	0	0	0	0	0	420	462	484	192	0	1558
Drop-In Visits	16146	8815	3643	3008	2392	2794	3730	3411	4899	5560	6705	12880	73983
User Fees	100,273	70,785	35,787	31,700	28,920	22,819	44,971	34,219	39,770	48,250	52,989	77,116	\$587,599

**East Fork Swim Pool District****Attendance Report Fiscal Year: 2024-2025**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
<b>Attendance</b>	<b>23463</b>	<b>16098</b>	<b>9222</b>	<b>9112</b>	<b>7549</b>	<b>7448</b>	<b>9137</b>	<b>8731</b>	<b>11020</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101780</b>
<b>Attendance:</b>													
Lessons	1626	1087	439	408	451	194	484	460	667				5816
DDST	1430	1050	950	1265	1100	1323	1242	1080	1050				10490
Mem/Pass Visits	4286	3976	3573	3572	3098	2978	3521	3037	3419				31460
DHS Aquatics	0	320	640	576	540	480	570	480	540				4146
DHS Swim/Dive	0	0	0	0	0	0	24	448	504				976
Drop-In Visits	16121	9665	3620	3291	2360	2473	3296	3226	4840				48892
User Fees	100,889	65,844	36,422	44,270	26,973	25,376	40,854	29,317	42,329				\$412,273



## 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	2	7	1	11	30
Minor First Aid	44	18	5	7	0	8	1	8	7	5	8	38	149
Major First Aid	0	0	0	0	0	0	0	0	0	0	0	0	0
Resuscitations	0	0	0	0	0	0	0	0	0	0	0	0	0
Near Drownings	0	0	0	0	0	0	0	0	0	0	0	0	0
Drownings	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Major First Aid Description:</i>													
Backboard	0	0	0	0	0	0	0	0	0	0	0	0	0
911 Calls	0	0	0	0	0	0	0	0	0	0	0	0	0
Ambulance Transport	0	0	0	0	0	0	0	0	0	0	0	0	0
Oxygen uses	0	0	0	0	0	0	0	0	0	1	0	0	1

## East Fork Swim Pool District

Lifeguard Activity Report, Fiscal Year: '24-'25

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Swim Rescues	10	5	0	1	1	3	0	4	2				26
Minor First Aid	31	19	6	4	5	3	2	7	8				85
Major First Aid	4	1	1	1	1	0	0	0	0				8
Resuscitations	0	0	0	0	0	0	0	0	0				0
Near Drownings	0	0	0	0	0	0	0	0	0				0
Drownings	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
911 Calls	4	0	1	1	1	0	0	0	0				7
Ambulance Transport	3	0	0	0	1	0	0	0	0				4
Oxygen uses	0	0	1	0	1	0	0	0	0				2



## User Attendance Breakdown

### Summary

	March 2025			
	Drop-Ins	Passes	Total	%
Senior	248	2,742	2,990	36%
Adult	1,271	357	1,628	20%
Youth	3,116	12	3,128	38%
Complimentary	13	-	13	0%
Family	89	42	131	2%
Disabled	9	120	129	2%
Therapy	71	-	71	1%
Other	23	146	169	2%
	4,840	3,419	8,259	100%

July 1, 2024 thru March 31, 2025			
Drop-Ins	Passes	Total	%
3,624	23,966	27,590	33%
13,805	6,992	20,797	25%
28,888	1,288	30,176	36%
408	5	413	0%
795	352	1,147	1%
272	1,767	2,039	2%
667	-	667	1%
433	1,355	1,788	2%
48,892	35,725	84,617	100%