

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES MEETING AGENDA
AND SPECIAL HEARING ON BUDGET
May 22nd, 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.

9:00 a.m. Call to Order and Recognition of Quorum

PUBLIC COMMENT (No Action Can be Taken)

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

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

APPROVAL OF AGENDA

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

At this time the Board of Trustees will conduct a public hearing on the proposed tentative budget for the fiscal year 2025-26.

A. For possible action. The Board will convene a special Public Hearing with possible action to adopt the proposed tentative budget for fiscal year 2025-26.

Public Comment on the proposed tentative budget for fiscal year 2025-26.

The Special Hearing on the Tentative Budget will be closed.

The Board of Trustees will conduct their May 22nd meeting.

CONSENT AGENDA

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

Public Comment:

Motion to Approve Consent Calendar items 1a-b

- 1a. For Possible Action. Approval of previous minutes from the April 24th, 2025 meeting.
- 1b. For Possible Action. Approval of general ledger cash balances, expenditures and investments through April 30th, 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. For Possible Action. Discussion and possible action to allocate additional funds to the swim districts capital improvement plan for fiscal year 2026-2027 to be used toward the Douglas County's splash pad project.
4. For Possible Action. Discussion and possible action authorizing the Director to move forward with the replacement toys presented for the Activity Pool Remodel Project.
5. For Possible Action. Discussion and possible action on the proposed creation of a Director's Manual.
6. For Possible Action. Discussion and possible action on identifying a professional to update the District's Strategic Plan with participation of the trustees, staff and community.
7. 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
 -
8. Presentation Only. Presentation by Board members of requests for matters to be placed on a future agenda.
9. For Discussion and Possible Action. Meeting adjournment

Copies of the agenda were posted at 3:30pm, Thursday May 15th, 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.cvs swim.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 supporting materials, please call Sharon Thompson at 782-8840 24 hours in advance so that arrangements may be made.

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

AGENDA ACTION SHEET

Agenda Item # 1a

Title: Approval of the General Meeting minutes from April 24th, 2025

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

Funding: NA

Recommended Motion: Move to approve the General Meeting minutes from April 24th, 2025

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

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
April 24th, 2025 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees April 24th, 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 called in on the phone.

No Public Comment

AGENDA

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

CONSENT AGENDA ITEMS

- 1a. For possible action. Previous minutes from the March 20th, 2025 General Meeting.
- 1b. For possible action. Approval of general ledger cash balances, expenditures, and investments through March 31st, 2025.

Motion made by Dressel and seconded by Biaggi to approve consent agenda items 1b. 1a was also approved with a correction, on action item 2, next to the last sentence, from *interaction* to *iteration*. 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 are paying down the Eastside Expansion. We have about \$923,494 left to pay. Desjardins and I just signed a check for \$392,000 so that amount is already lower. We are getting the projects paid down except for the generator. The final payment of \$450,000 will go into the next fiscal year to finish paying for the generator. The generator has been delivered and is sitting in our parking lot right now. It came in much taller than we thought at about 14feet. We have found out that we can separate the fuel tank from the generator so we will need to pour an extra pad. The fuel tank capacity will allow us to run for 2 days in an outage without refueling. We won't do the work on the generator till September. We won't get the switch gear in until July. The generator can run the entire facility when the power goes out. The roof restoration, McCullough and I have talked about it. We are still holding on to the remaining funds of \$8,243 because they still have the north side to take care of. This project will be completed this year. Asset Management, we are looking at a project that will need to be done sooner than later. It is the air handling system in this room. It is 35 years old and it is original to this building. We had it scheduled for replacement in 2026-2027 but it looks like we are going to need to replace it in 2025-2026, which is ok because McCullough, myself and the maintenance supervisor will get together and look at the other projects in Asset Management and move some things around in order to have the funds for this project. We are getting bids now and we will bring 3 different quotes to the board within the next couple of months. McCullough states that this is considered an emergency project and therefore different rules apply, such as we don't have to pay prevailing wage. We don't have to treat it like a public works project. McCullough states that there is no update on the Flood Impact Analysis. I finally

got ahold of Rob Anderson and he says that he hasn't gotten to it yet. He has promised me an update by the next board meeting. This is only for the parking lot project. Biaggi states that we have been promised this for months, ever since before January. You need to express to him that the board really feels that we need this and we need it now. Duffy asked what do we need from R.O. Anderson and what is our next step. McCullough states that we contracted with R.O. Anderson to do a Floodplain Analysis and we assumed that we would need a Conditional Letter of Map Revision (CLOMR). Rob Anderson decided to do a Flood Impact Analysis because if we don't need a Conditional Letter of Map Revision (CLOMR), the Federal Emergency Management Agency (FEMA) will not need to be involved. If we don't have to do a Conditional Letter of Map Revision (CLOMR) we can just handle everything through the local level agencies. Harris states we know we need more parking. We have a great concept of where the parking lot will be located. Biaggi asks if that parking lot will be an extension of the existing parking lot. McCullough states yes it will be. McCullough states the next project is the Eastside Expansion. The more we see the better it looks. We will be using our own landscapers and Plenium will credit us back. DesJardins asked are we on schedule to open on May 5th? McCullough states that we ran into a problem and we changed the ceiling tiles in the expansion area. We changed to a more traditional ceiling tile and saved around \$7,000. But that change caused a delay. So, our new opening date will be May 12th. Dressel asked if the new ceiling tiles will keep the noise down. McCullough states yes.

No Public Comment

3. Discussion Only. Discussion on the Activity Pool Remodel project and toy replacement options.

Chairperson DesJardins introduced the item. Harris states that if you will turn to section 3 in your board books, you will see some fun ideas that I just wanted you to have a visual of. So, we want to get rid of the lemon drops on the deck because they are a tripping hazard. We also need to replace the two main toys that are recessed into the pool. But we have to be careful of the toys we pick because of the large amount of water that we have coming into this pool from the pump. We want to match the murals, so you see the fun little Nemo's that you can just plug and play. We want to have something like the dumping bucket and the picture in your binder show the palm trees and they will dump water from the coconuts. DesJardins asks if you are concerned about blind spots where the lifeguards don't have clear visibility. Harris states no because these toys are just a little bit larger than what we have now. Aquatic Design has several companies that they deal with. I think these are the best options. The board is welcome to come and look at the many books of toys I have in my office. We are saving some money because of the things we have decided not to do like build new steps at one end of the pool. Duffy states if we approve these, we will have everything pictured. Harris says yes. I just want the best for us. All the board trustees were in agreement that the director is moving in the right direction.

4. Discussion Only. Discussion on upcoming national conferences to be attended by staff and Trustee and review Policy No. 1.1 East Fork Swimming Pool District (EFSPD) Trustee Travel & Conference Guidelines.

Chairman DesJardins introduced item. Harris states there are 3 conferences that we normally attend. I would like to know who has interest in going to these conferences.

They are:

National Recreation & Parks Association

Conference Dates: September 16-18, 2025

Orlando, Fl.

Interested in Attending: Travis Lee, Frank Dressel

Association of Aquatic Professionals

Conference Dates: February 16-19, 2026

Colorado Springs, CO.

Interested in Attending: Allen Biaggi, Sharon DesJardins

Nevada Recreation & Parks Society

Conference Dates: April 2026

Lake Tahoe, NV.

Interested in Attending: All board trustee and supervisors

No Public Comment**5. Discussion Only. Report from the Swim Center Director:****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 20th.
- 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).

No Public Comment

8. **Presentation only: Presentation by Board members of requests for matters to be placed on a future agenda.**

CIP

Schedule & Guidelines of Director Duties

Toy Action Item

Strategic Plan

Final Budget

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 April 30th, 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 April 30th, 2025.

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

EAST FORK SWIMMING POOL DISTRICT

05/07/25

Balance Sheet

Accrual Basis

As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	273,317.31
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	3,491,327.37
112-5 · LOCAL GOV'T POOL OPERATING	50,752.61
Total Checking/Savings	3,816,247.29
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	23,222.33
170-4 · DELIQUENT TAX REC	40,622.55
Total Other Current Assets	82,025.60
Total Current Assets	3,900,586.89
Fixed Assets	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	2,421,596.17
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,731,498.19
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	9,337,113.75
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
Total Other Assets	410,899.00
TOTAL ASSETS	13,648,599.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	23,580.69
Total Accounts Payable	23,580.69
Credit Cards	
202 · CITI VISA CREDIT CARD	9,292.94
Total Credit Cards	9,292.94
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	72,704.71
221-2 · ACCRUED PAYROLL TAXES	11,003.11
229 · SUTA	811.96
234-3 · Aflac	372.12
Total 200 · PAYROLL LIABILITIES	84,891.90

9:22 AM

EAST FORK SWIMMING POOL DISTRICT

05/07/25

Balance Sheet

Accrual Basis

As of April 30, 2025

	Apr 30, 25
218 · ACCRUED VESTED VAC PAY	42,439.59
219 · OPEB LIABILITY	38,823.00
235 · ACCRUED WORKMANS COMPENSATION	-13,506.05
236 · NOTE PAYABLE - ZION	246,000.00
Total Other Current Liabilities	398,648.44
Total Current Liabilities	431,522.07
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	1,737,476.07
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	1,516,526.72
Total Equity	11,911,123.57
TOTAL LIABILITIES & EQUITY	13,648,599.64

Ordinary Income/Expense	Apr 25	Budget	Jul -Apr 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
Income								
403 · USER FEES	41,739.00	55,822.00	454,012.95	499,435.00	(45,422.05)	640,650.00	186,637.05	70.87%
496 · FOOD	2,706.75	4,887.00	30,320.50	49,402.00	(19,081.50)	66,146.00	35,825.50	45.84%
497 · MERCHANDISE	1,183.10	2,146.00	12,204.25	18,619.00	(6,414.75)	25,409.00	13,204.75	48.03%
498 · GRANT INCOME	0.00	1,250.00	10,000.00	12,500.00	(2,500.00)	15,000.00	-	0.00%
Total Income	45,628.85	64,105.00	506,537.70	579,956.00	(73,418.30)	747,205.00	235,667.30	67.79%
Cost of Goods Sold								
COST OF GOODS SOLD								
550 · FOOD EXPENSE	227.05	1,919.00	11,082.59	26,600.00	15,517.41	34,247.00	23,164.41	32.36%
555 · MERCHANDISE EXPENSE	188.86	2,889.00	6,514.83	11,750.00	5,235.17	13,613.00	7,098.17	47.86%
560 · FOOD SUPPLIES	99.32	119.00	682.60	565.00	(117.60)	1,250.00	567.40	54.61%
565 · FOOD SPOILAGE	0.00	0.00	120.65	496.00	375.35	637.00	516.35	18.94%
Total COST OF GOODS SOLD	515.23	4,927.00	18,400.67	39,411.00	21,010.33	49,747.00	31,346.33	36.99%
Total COGS	515.23	4,927.00	18,400.67	39,411.00	21,010.33	49,747.00	31,346.33	36.99%
Gross Profit	45,113.62	59,178.00	488,137.03	540,545.00	(52,407.97)	697,458.00	204,320.97	69.99%
Expense								
GENERAL & ADMINISTRATIVE								
629 · ADVERTISING/PRINTING	1,500.75	2,094.25	10,124.25	13,601.25	\$ 3,477.00	15,000.00	4,875.75	67.50%
630 · POSTAGE	2.87	0.00	573.44	774.00	\$ 200.56	800.00	226.56	71.68%
631 · JANITORIAL EXPENSE	688.12	1,102.00	7,907.77	10,312.00	\$ 2,404.23	12,775.00	4,867.23	61.90%
632 · SOFTWARE - IT	2,230.04	2,535.00	20,442.19	27,344.00	\$ 6,901.81	33,555.00	13,112.81	60.92%
641 · POOL TRAINING AND EDUCATION	50.00	76.00	2,529.37	3,260.00	\$ 730.63	3,410.00	880.63	74.18%
645 · OFFICE SUPPLIES	195.91	250.00	4,799.82	5,605.00	\$ 805.18	6,071.00	1,271.18	79.06%
660 · SEMINARS & EDUCATION	104.00	170.00	6,011.81	5,473.00	\$ (538.81)	7,325.00	1,313.19	82.07%
661 · DUES/SUBSCRIPTIONS	211.97	340.00	1,275.62	2,001.00	\$ 725.38	2,045.00	769.38	62.38%
680 · TRAVEL EXPENSE	989.22	0.00	18,773.96	11,242.00	\$ (7,531.96)	11,293.00	(7,480.96)	166.24%
681 · MEALS	0.00	190.00	3,910.07	1,900.00	\$ (2,010.07)	2,274.00	(1,636.07)	171.95%
683 · AUTO REIMBURSEMENT/MILEAGE	213.78	61.00	1,548.17	2,770.00	\$ 1,221.83	2,975.00	1,426.83	52.04%
690 · LEGAL EXPENSE	362.50	417.00	4,141.08	4,170.00	\$ 28.92	5,000.00	858.92	82.82%
691 · ACCOUNTING EXPENSE	455.00	578.00	17,890.00	17,979.00	\$ 89.00	19,001.00	1,111.00	94.15%
692 · BANK CHARGES	0.00	100.00	0.00	1,000.00	\$ 1,000.00	1,200.00	200.00	0.00%
693 · ENTRY SYSTEM CHARGES	1,895.98	2,755.00	39,031.51	31,940.00	\$ (7,091.51)	39,000.00	(31.51)	100.08%
694 · DC VOTER FEES	0.00	0.00	5,817.75	5,817.75	\$ -	5,817.75	-	100.00%
780 · CASH OVER/SHORT	-9.03	0.00	-340.30	0.00	\$ 340.30	-	340.30	#DIV/0!
Total GENERAL & ADMINISTRATIVE	8,891.11	10,668.25	144,436.51	145,189.00	752.49	167,541.75	23,105.24	86.21%
PAYROLL EXPENSES								
599 · BOARD EXPENSES	0.00	1,917.00	19,200.00	19,170.00	(30.00)	23,000.00	3,800.00	83.48%
600 · SALARIES & WAGES	94,200.33	107,633.00	1,121,047.07	1,236,036.00	114,988.93	1,472,939.00	351,891.93	76.11%
601 · SOCIAL SECURITY	2,962.81	3,850.00	40,094.60	48,405.00	8,310.40	57,894.00	17,799.40	69.26%
611 · MEDICARE	1,346.09	1,558.00	16,333.09	18,204.00	1,870.91	21,706.00	5,372.91	75.25%
613 · STATE UNEMPLOYMENT	1,785.53	1,370.00	8,850.75	13,765.00	4,914.25	16,606.00	7,755.25	53.30%
614 · HEALTH INSURANCE	5,867.76	5,229.00	58,129.15	52,290.00	(5,839.15)	62,750.00	4,620.85	92.64%

	Apr 25	Budget	Jul - Apr 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 · PERS	12,439.46	13,561.00	132,626.62	161,512.00	28,885.38	188,658.00	56,031.38	70.30%
617 · WORKMANS COMPENSATION	4,221.75	4,279.00	42,217.50	42,790.00	572.50	51,351.00	9,133.50	82.21%
639 · PAYROLL TAX ADJUSTMENTS	670.00	0.00	7,015.00	0.00	(7,015.00)	-	(7,015.00)	#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	6,800.83	0.00	7,557.06	0.00	(7,557.06)	-	(7,557.06)	#DIV/0!
Total PAYROLL EXPENSES	130,294.56	139,397.00	1,453,070.84	1,592,172.00	139,101.16	1,894,904.00	441,833.16	76.68%
POOL OPERATIONS								
UTILITIES								
619 · GARBAGE	528.19	664.00	6,732.24	6,815.00	82.76	8,200.00	1,467.76	82.10%
621 · TELEPHONE EXPENSE	393.60	598.00	4,661.35	5,614.00	952.65	6,800.00	2,138.65	68.55%
622 · ELECTRIC	9,155.80	10,220.96	97,631.94	124,674.96	27,043.02	145,000.00	47,368.06	67.33%
624 · WATER	1,087.75	836.00	9,274.00	9,216.00	(58.00)	11,500.00	2,226.00	80.64%
625 · SEWER	1,612.51	1,978.04	6,450.04	6,450.04	-	6,450.04	-	100.00%
626 · NATURAL GAS	10,466.19	15,207.00	84,667.33	128,554.00	43,886.67	149,300.00	64,632.67	56.71%
Total UTILITIES	23,244.04	29,504.00	209,416.90	281,324.00	71,907.10	327,250.04	117,833.14	63.99%
623 · INSURANCE	3,165.19	3,083.00	31,651.90	30,830.00	(821.90)	37,000.00	5,348.10	85.55%
628 · CHEMICALS	4,791.07	3,287.00	55,606.61	47,837.00	(7,769.61)	62,125.00	6,518.39	89.51%
633 · MAINTENANCE & REPAIR	10,480.91	4,081.00	74,448.95	82,310.00	7,861.05	110,000.00	35,551.05	67.68%
634 · EQUIPMENT RENTAL	185.59	228.00	1,855.90	4,477.00	2,621.10	5,000.00	3,144.10	37.12%
636 · LANDSCAPE MAINTENANCE	740.00	1,490.00	8,700.00	14,900.00	6,200.00	17,885.00	9,185.00	48.64%
640 · EMPLOYEE INCENTIVES	0.00	182.00	2,917.57	3,032.00	114.43	3,200.00	282.43	91.17%
642 · SAFETY	266.52	211.00	17,605.00	16,385.00	(1,220.00)	17,500.00	(105.00)	100.60%
643 · SUPPLIES	1,479.62	148.00	7,166.08	6,379.00	(787.08)	7,050.00	(116.08)	101.65%
644 · UNIFORMS	391.55	1,540.00	5,119.63	7,686.00	2,566.37	8,175.00	3,055.37	62.63%
646 · SMALL EQUIPMENT	0.00	400.00	658.32	4,000.00	3,341.68	4,800.00	4,141.68	13.72%
Total POOL OPERATIONS	44,744.49	44,154.00	415,146.86	499,160.00	84,013.14	599,985.04	184,838.18	69.19%
850 · DEPRECIATION EXPENSE	41,666.67	41,666.67	416,666.70	416,666.70	-	500,000.00	429,240.00	83.33%
Total Expense	225,596.83	235,885.92	2,429,320.91	2,653,187.70	223,866.79	3,162,430.79	1,079,016.58	76.82%
Net Ordinary Income	(180,483.21)	(176,707.92)	(1,941,183.88)	(2,112,642.70)	171,458.82	(2,464,972.79)	(874,695.61)	78.75%
Other Income/Expense								
Other Income								
401.4 · AD VALOREM	192,689.83	151,111.00	3,306,558.08	3,017,274.00	289,284.08	3,054,254.00	(252,304.08)	108.26%
491 · INTEREST INCOME	13,083.05	6,667.00	153,982.92	66,670.00	87,312.92	80,000.00	(73,982.92)	192.48%
499 - OTHER INCOME	250.00	0.00	1,225.00	0.00				
Total Other Income	206,022.88	157,778.00	3,461,766.00	3,083,944.00	376,597.00	3,134,254.00	(326,287.00)	110.45%
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	206,022.88	157,778.00	3,458,911.20	3,081,226.00	376,460.20	3,129,480.00	(324,367.80)	110.53%
Net Income	25,539.67	(18,929.92)	1,517,727.32	968,583.30	547,919.02	664,507.21	(1,199,063.41)	238.40%

	Account	Amount	Memo
Abigail Deutsch	642 - SAFETY	10.00	Fingerprinting
Ace Hardware	633 - MAINTENANCE & REPAIR	489.51	Fasteners, Tap Plug, AC Powercord Bits, Blades, Faucet Lines, Siret Key, PVC Pressure Pipe, Latched Storage Box, Nipples, Wire Connectors, Paint Items
Air Filter Sales	633 - MAINTENANCE & REPAIR	355.81	Filters
AIRGAS	628 - CHEMICALS	2,084.90	Carbon Dioxide Liquid
Alante Hotel & Resort	680 - TRAVEL EXPENSE	363.81	Vegas Conf Apr 2025 (S Harris)
Amazon		1,137.25	Substation Cabinet Locks, Office Supplies, Wirebinders, Nalgene, Switch Box, Hydro Tester, Merchandise, Showerhead, Front Inset, Jandrol, Food Supplies, Uniforms, Safety, Fog Horns
American Red Cross	645 - OFFICE SUPPLIES	50.00	Rec-Card (N Viator)
Best Buy	643 - SUPPLIES	249.18	WE Bluetooth Speaker
Canon Financial Services	634 - EQUIPMENT RENTAL	185.59	Copier Leased/Equip Insurance (Apr 2025)
Carson Valley Accounting LLC	691 - ACCOUNTING EXPENSE	275.00	Monthly site visit (Apr 2025)
Carson Valley Locksmith	633 - MAINTENANCE & REPAIR	317.40	Deadbolt Lockset, Labor, Service Call
Cenis Systems Reno, Inc	633 - MAINTENANCE & REPAIR	2,315.62	Replace Controller on warm pool/Labor
CGI Communications	629 - ADVERTISING/PRINTING	1,248.75	1 or 4 Payments
Cintas	631 - JANITORIAL	482.99	Weekly Service/Supplies
Clear Solutions International, Inc	632 - SOFTWARE-IT	210.00	Remote Support, replacing 2 network switches
Constant Contact	629 - ADVERTISING/PRINTING	52.00	Software program for email address for contacts
Costco		159.02	Food Expense Easter Egg Hunt (Candy Prizes)
Deanna Abbott	683 - AUTO REIMBURSEMENT	32.06	
Desert Star Landscaping	636 - LANDSCAPE MAINTENANCE	740.00	Contract Apr 2025
Dollar Tree	643 - SUPPLIES	101.75	Easter Egg Hunt
Douglas County School District	614 - HEALTH INSURANCE	6,369.20	Health Insurance Apr 25 (7/17/11) Dependents- Long
Douglas Disposal	633 - MAINTENANCE & REPAIR	9.95	Dispose of Cabinets
DT's Fiber	621 - TELEPHONE EXPENSE	97.23	Internet Service
Ebay	633 - MAINTENANCE & REPAIR	279.78	Showeroff Control Cartridge Rain Bird Sprinkler Controller
Ewing Irrigation	633 - MAINTENANCE & REPAIR	419.90	Battery Control Solenoids, Plastic Valve (Repair Sprinklers)
Flag Store	633 - MAINTENANCE & REPAIR	75.79	Poly Pennant Stings (Red, White, Blue & Black/Orange)
Global Payments	693 - ENTRY SYSTEM CHARGES	615.38	
Go Daddy	632 - SOFTWARE-IT	298.76	
Hajoca	633 - MAINTENANCE & REPAIR	16.17	Trap, Cutter Blade, Head Plug, Disposer Cord Cap
Harbor Freight Tools		205.92	Paint Buckets, Painting/Chemical Suit, Paint&Body Kit, Jaw Pliers, Rolling Cart (Front Office Use)
High Sierra Business Systems	645 - OFFICE SUPPLIES	99.15	Copy Fee for 5 copiers (Mar 2025)
Home Depot	633 - MAINTENANCE & REPAIR	1,922.24	Hydrex Sprayers, Garage Floor Storage, Cabinets, Blades, Bungee Cords, Sawzall Blade, Paint, Shower Curtain, LED Light Bulbs, Painter, Rags, Faucet, Inw, Masking Tape, Joint, Knife, Scraper
Inland Supply	631 - JANITORIAL	145.23	Gloves/Trash Liners
Jack Stevenson	641 - POOL TRAINING & EDUCATION	86.80	Mileage
KNORR	628 - CHEMICALS	991.64	Phenol Red Chlorine Free, Chlorine Total, Alkalinity, Calcium Hardness, Cyanuric Acid, P45 Grid
Lincoln Aquatics	680 - TRAVEL EXPENSE	1,769.80	Phenol Red Chlorine Free, Chlorine Total, Alkalinity, Calcium Hardness, Cyanuric Acid, P45 Grid
Lyft	633 - MAINTENANCE & REPAIR	183.60	Vegas Conf Apr 2025
McMaster-Carr	642 - SAFETY	17.65	Drill Bit Set
Melissa Dranala	633 - MAINTENANCE & REPAIR	10.00	Fingerprinting
Merch Enkrd Nsd	693 - ENTRY SYSTEM CHARGES	1,280.60	
Microsoft Corp	632 - SOFTWARE-IT	9.79	Cloud Backup
Minden-Gardenville Sanitation District	625 - SEWER	1,612.51	2nd Qtr Billing (Apr-Jun 2025)
Mx Upholstery Guy	633 - MAINTENANCE & REPAIR	100.00	Repair workout bench
Nevada Employment Security Div.	613 - STATE UNEMPLOYMENT	973.57	
Nevada News Group	623 - ADVERTISING/PRINTING	200.00	BOCV Winners Package (Mar/Apr 2025)
NRPFA	681 - DUES/SUBSCRIPTIONS	180.00	8 Harris Annual Renewal
NV Energy	622 - ELECTRIC	9,155.80	
OOMA, INC	621 - TELEPHONE EXPENSE	296.37	Monthly Service Fee (Apr 2025)
Oshinski & Forsberg, LTD	690 - LEGAL EXPENSE	362.50	Review draft board agenda Call w/S Harris regarding agenda for cell tower related items
OTC Brands, Inc	643 - SUPPLIES	117.53	Easter Egg Hunt
Paul Uhrig	641 - POOL TRAINING & EDUCATION	104.00	EMT Initial Application Fee
Paycom Business	633 - MAINTENANCE & REPAIR	222.37	Additional Shipping on product, JMAC Supply, Falcon Item
Petco	633 - MAINTENANCE & REPAIR	13.91	Open Box MSH
Pool Web	633 - MAINTENANCE & REPAIR	245.71	Thick Pool Rope & Floats
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	47.06	Apr 2025 #634
QuickBooks Payroll Service	639 - PAYROLL TAX ADJUSTMENTS	670.00	Fees for Direct Deposit (2 Payrolls)
Reno-Tahoe Airport	680 - TRAVEL EXPENSE	78.00	Parking (Vegas Conf Apr 2025)
Sarah Davenport	680 - TRAVEL EXPENSE	395.45	Hotel/Mileage (Vegas Conf Apr 2025)
Shannon Harbo	633 - MAINTENANCE & REPAIR	108.72	Mileage (Vegas Conf Apr 2025)
Shenita Williams	691 - ACCOUNTING EXPENSE	122.29	Payroll
Sintra Booking Services, Inc	626 - NATURAL GAS	150.00	Mar 2025 (2 Payroll/PERS)
SOUTHWEST GAS	626 - NATURAL GAS	10,466.19	
Storify	681 - DUES/SUBSCRIPTIONS	11.99	
State of Nevada - Dept Public Safety	642 - SAFETY	39.00	J. Monterosa
Swim 2000	643 - SUPPLIES	248.81	Water Exercise Resistance Bells
SwimOutlet	691 - DUES/SUBSCRIPTIONS	4.99	
Town Of Minden	624 - WATER & TRASH	1,946.79	Water/Garbage
Trane U.S. Inc	633 - MAINTENANCE & REPAIR	2,406.00	Concerns with unit AC2, Condensor short cycling
USPS	630 - POSTAGE	2.87	
Wal-Mart	624 - WATER & TRASH	334.66	Food, Maintenance (Weed Killer)
Water Master		69.15	Annual Water Rights
Water Safety		444.93	Merchandise Fanny Packs
Western Nevada Supply	633 - MAINTENANCE & REPAIR	259.88	Pipe Fittings for Sprinklers, Coupling
Workoutz	643 - SUPPLIES	377.20	White Noodles (Therapy Pool)
Zero Tools	633 - MAINTENANCE & REPAIR	203.54	Autofeed Assembly 3/8 inch
Total		57,353.96	

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

April 30th, 2025
\$ 3,491,327

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	515,122
CTR/Garland	8,243	164,850	8,243
Douglas County	15,000	15,000	-
Reserve Analyst	280,758	280,758	195,393
Contingency for Asset Mang	30,000	30,000	-
'24/'25 Capital Budget	2,884,001	2,846,608	

1,212,758

Remaining Construction Funds Available

\$ 2,278,569

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #3

Title: For Possible Action. Discussion and possible action to allocate additional funds to the swim districts capital improvement plan for fiscal year 2026-2027 to be used toward the Douglas County's splash pad project.

Background: East Fork Swimming Pool District invited Community Services Director, Scott Morgan to a meeting in January 2023 to discuss the potential partnership opportunity to contribute money to the construction of a splash park in the Topaz Ranch Estates (TRE) area. TRE is within the swim centers tax district and is an underserved population due to distance from the swim center.

The Douglas County Parks and Recreation Department is requesting in its Capital Plan an improvement at Topaz Ranch Estates Park-TRE Splash Pad, our request is for \$145,000 for a splash pad in this Park. \$100,000 from Room Tax fund balance and \$45,000 from the Residential Construction Tax for Parks. If approved the project would go forward with this budget. If the District decides to fund a portion of the project those dollars would be added to the project and not reduce the County's contribution. If the District decides not to financially participate in the project is approved we will attempt to construct a splash pad for \$145,000.

Any funding from the District would be through an Interlocal Agreement with the County, which the District and their counsel would review and approve prior to anything going forward on the County's part. Even if the District allocates funds in their budget but does not approve the Interlocal Agreement there will be no expectation of funding from the District. If an agreement is approved there will be no risk associated with the construction and/or operation maintenance of this project. The only obligation will be for the District to write a check upon the project's completion and attend a ribbon-cutting party to celebrate his success.

The Interlocal Agreement would include language that includes but is not limited to the following:

The District would not be responsible for construction or permitting, operation and maintenance cost, and would only reimburse the funds identified if the County has completed the task and spent at least \$145,000 plus any commitment the District has made towards funding.

For example if the District committed \$100,000 towards the project the total project budget would be \$245,000. If Douglas County only spent \$200,000 then

the District would only be obligated under the agreement to reimburse Douglas County \$55,000. (The County Money is spent first)

Another example if the District committed \$100,000 towards the project the total project would be \$245,000. If Douglas County spent \$300,000 the district would only be obligated under the agreement to reimburse Douglas County \$100,000. (The County would be responsible for any cost overruns)

Again the District will not release funds until the project is complete. The District will be recognized through this partnership for this project if they choose to provide funding.

Funding: NA

Recommended Motion:

Move to approve allocating additional funds to the swim districts capital improvement plan for fiscal year 2026-2027 to be used toward the Douglas County's splash pad project.

Trustee Action:

☐ **Approved**
☐ **Denied**
☐ **No Action**
☐ **Other**

INTERLOCAL AGREEMENT
BETWEEN

DOUGLAS COUNTY
a political subdivision of the State of Nevada
P.O. Box 218
Minden, Nevada 89423
(775) 782-9821

AND

EAST FORK SWIMMING POOL DISTRICT
an improvement district organized under NRS Chapter 318
1600 NV-88 #88,
Minden, NV 89423
(775) 782-8840

This Interlocal Agreement is made by and between Douglas County (County), a political subdivision of the State of Nevada, and the East Fork Swimming Pool District (EFSPD), an improvement district organized under the provisions of NRS Chapter 318.

RECITALS:

WHEREAS, The County and the EFSPD are public agencies under NRS 277.100; and

WHEREAS, NRS 277.180(1) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the contracting agencies is authorized by law to perform; and

WHEREAS, each Party is authorized by the laws of Nevada to perform or undertake various governmental functions and responsibilities as separate legal entities; and

WHEREAS, EFSPD has various powers and authority pursuant to NRS Chapter 318, including the provision of funding for recreational facilities within its geographic boundaries; and

WHEREAS, the County owns the Topaz Ranch Estates Park and various improvements located at 3838 Carter Drive, Wellington, Nevada ("TRE Park") that is located within EFSPD geographic boundaries, and the County manages the TRE Park for public park and recreation purposes; and

WHEREAS, the County has adopted a Capital Improvements Projects Budget for Fiscal Year 2023/2024 that includes the installation of a splash pad at the TRE Park that is budgeted for a County contribution in the total amount of \$146,000 (the "TRE Park Splash Pad Project"); and

WHEREAS, EFSPD is willing to supplement the County's budgeted funding for the TRE Park Splash Pad Project in an amount not to exceed \$50,000, for a total expected Project cost of \$196,000; and

WHEREAS, the County and EFSPD desire to enter into this Interlocal Agreement to provide partial funding for the TRE Park Splash Pad Project whereby EFSPD agrees to reimburse the County an amount not to exceed \$50,000 upon Douglas County's completion of the TRE Park Splash Pad Project.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the County and EFSPD agree as follows:

1. REQUIRED APPROVAL. This Agreement shall be approved by the Douglas County Board of County Commissioners and EFSPD Board of Trustees

2. TERM OF AGREEMENT. This Agreement shall commence on the date the Agreement is signed by both parties, and shall continue until Douglas County completes the TRE Park Splash Pad Project as detailed Paragraph 3 entitled "County's RESPONSIBILITIES," and EFSPD has paid its contribution described in Paragraph 4, but in no event shall the term of the Agreement exceed 2 years from the commencement date.

3. County's RESPONSIBILITIES.

a. County shall complete the TRE Park Splash Pad Project, and agrees to the following responsibilities related to the Project:

- i. Plan and design
- ii. Permit if necessary
- iii. Grading and slope protection.
- iv. Utility improvements and extensions
- v. Installation of a splash pad
- vi. Signage and other park fixtures if necessary
- vii. Signage recognizing EFSPD for the contribution
- viii. Construction Management
- ix. All ongoing operation cost of the splash pad
- x. All ongoing maintenance of the splash pad
- xi. Any and all additional cost associated with construction that exceeds total expected project cost of \$196,000.

4. EFSPD'S RESPONSIBILITIES.

- a. The EFSPD will reimburse County an amount not to exceed fifty thousand dollars (\$50,000.00) upon the County's completion of the TRE Park Splash Pad Project and its delivery of an invoice in the correct amount to EFSPD.
- b. If for any reason the TRE Park Splash Pad Project costs less than the total amount of \$196,000, then EFSPD's \$50,000 contribution towards the Project shall be reduced by a proportional amount.

5. OWNERSHIP AND OPERATION OF THE TRE PARK SPLASH PAD PROJECT. The County shall solely own and operate the TRE Park Splash Pad Project and all improvements constructed in connection therewith.

6. ENTIRE CONTRACT AND MODIFICATION. This Agreement contains the entire agreement between Parties relating to the subject matter and supersedes any and all oral or written agreements previously made by and between the Parties pertaining to the same subject matter. No change, amendment, alteration or modification of this Agreement will be effective unless documented in writing and executed by both parties.

7. ASSIGNMENT. This Agreement may not be assigned except by writing signed by both parties and shall be binding upon and inure to the benefit of the parties' respective successors and assigns.

8. TERMINATION. Prior to initiation of the TRE Park Splash Pad Project by the County, either party may terminate this Agreement for any reason upon thirty days (30) written notice to the other Party.

9. LIMITED LIABILITY. The Parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both Parties shall not be subject to punitive damages.

10. LIMITED OBLIGATION OF EFSPD. EFSPD's obligations under this Agreement are expressly limited to EFSPD's reimbursement of the County as detailed in Paragraph 4 herein. EFSPD shall have no obligation, duty, or liability whatsoever for, arising out of, or related to the contracting for or construction of the TRE Park Splash Pad Project by the County, County's agent, or any other third party.

11. NO THIRD PARTY BENEFICIARY. Nothing contained in this Agreement is intended to convey any rights or to create a contractual relationship with any third party, or to otherwise allow a third party to assert a cause of action against either Contractor or the County.

12. INDEMNIFICATION.

- a. To the fullest extent of limited liability as set forth in Paragraph 9 of this Agreement, County shall indemnify, hold harmless and defend, not excluding EFSPD's right to participate, EFSPD from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs, arising out of

any alleged negligent or willful acts or omissions of the County , its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any Party or person described in this paragraph.

- b. The indemnification obligation under this paragraph is conditioned upon receipt of written notice by the County from EFSPD within 30 days of the indemnified Party's actual notice of any actual or pending claim or cause of action. The County shall not be liable to hold harmless EFSPD as to any attorneys' fees and costs for EFSPD's elective right to participate with legal counsel.

13. FORCE MAJEURE. Neither Party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to protests, strikes, legal impossibility, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, emergencies or acts of God, including, without limitation, earthquakes, floods, winds, wildfire, or storms. In such an event the intervening cause must not be through the fault of the Party asserting such an excuse, and the excused Party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases. In the event of an

emergency, as defined at NRS 414.0345 or NRS 455.090, either Party may make use of available water to perform any function of emergency management.

14. GOVERNING LAW: JURISDICTION. The laws of the State of Nevada shall be applied in interpreting and construing this Agreement. . In the event a dispute arises between the Parties, the Parties promise and agree to first meet and confer to resolve any dispute. If such meeting does not resolve the dispute, then the Parties agree to mediate any dispute arising from or relating to the Contract before an independent mediator mutually agreed to by the parties. The fee, rate or charge of the mediator will be shared equally by the Parties, who will otherwise be responsible for their own attorney's fees and costs. If mediation is unsuccessful, litigation may only proceed before a department of the Ninth Judicial Court of the State of Nevada in and for the County of Douglas that was not involved in the mediation process and attorney's fees and costs will be awarded to the prevailing party at the discretion of the court. The Parties mutually agree to not seek punitive damages against either Party.

15. SEVERABILITY. If any provision contained in this Agreement is held by a court of competent jurisdiction to be unenforceable, this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

16. PUBLIC RECORDS; CONFIDENTIALITY. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. Each Party shall keep confidential all information, in whatever form,

produced, prepared, observed or received by that Party to the extent that such information is confidential by law or otherwise required by this Agreement to be kept confidential. The Parties will have the duty to disclose unless a particular record is made confidential by this Agreement, by law, by a common law balancing of interests, or by the order of a court of competent jurisdiction.

17. NOTICES. All written notices under this Agreement shall be delivered to the following officials at the addresses stated:

Douglas County
Attn: County Manager
Post Office Box 218
Minden, Nevada 89423

East Fork Swimming Pool District
Attn: Director
1600 NV-88 #88,
Minden, NV 89423
(775) 782-8840

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first above written.

DOUGLAS COUNTY BOARD OF
COUNTY COMMISSIONERS

EAST FORK SWIMMING POOL
DISTRICT

By:

By:

Mark Gardner, Chairman

Sharon DesJardins, Chairman

Date:

Date:

ATTEST:

Amy Burgess, Douglas County Clerk

By: _____

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #4

Title: For Possible Action. Discussion and possible action authorizing the Director to move forward with the replacement toys presented for the Activity Pool Remodel Project.

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: Move to approve authorizing the Director to move forward with the replacement toys presented for the Activity Pool Remodel Project.

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

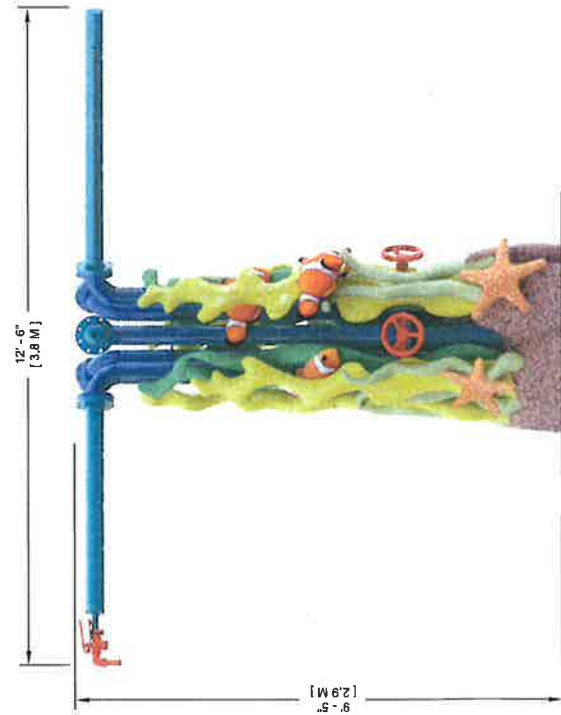




Steel Colours

- RAL 5018 TURQUOISE BLUE
- RAL 5015 SKY BLUE

ISOMETRIC VIEW



FRONT VIEW

- 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.

49608-1 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



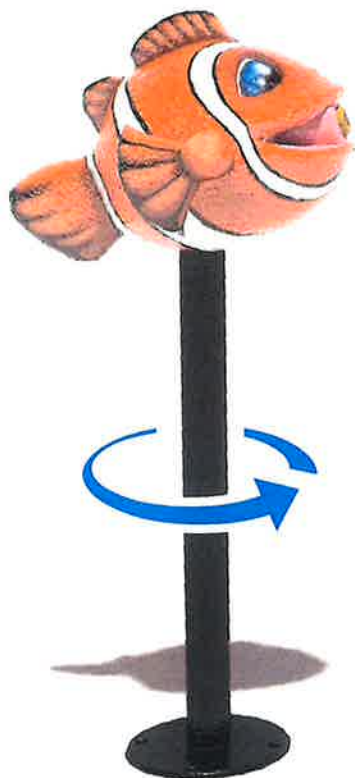
THESE DRAWINGS ARE THE PROPERTY OF WHITEWATER. THEY ARE NOT TO BE REPRODUCED OR USED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF WHITEWATER. WHITEWATER ASSUMES NO LIABILITY FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THESE DRAWINGS. WHITEWATER IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THESE DRAWINGS.

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
- ADA and ASTM compliant
- Water conserving version available

CREATING COMPELLING AQUATIC PLAY EXPERIENCES

512.392.1155 | www.waterodyssey.com

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #5

Title: For Possible Action. Discussion and possible action on the proposed creation of a Director's Manual.

Background: East Fork Swimming Pool District staff have created manuals for most departments except for the director's position. The trustees requested that the director create one listing out main responsibilities based on performance standards and timeline of events and responsibilities.

Funding: NA

Recommended Motion: Move to approve the creation of a director's manual as discussed.

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



Director Handbook

Aquatics Programming:

- Staffing
- Performance Evaluations
- Managing Space
- Partnerships

Leadership and Management:

- Internally
- Externally

Facilities Management:

- Asset Management
- Capital Improvement
- Maintenance

Financial Management:

- Guidelines
- Monthly Financials
- Budget Cycle
- Payroll

Public Relations:

Local

Memberships

Affiliations

Partnerships

MOUS

State

Memberships

Affiliations

Partnerships

MOUS

National

Memberships

Affiliations

Partnerships

MOUS

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #6

Title: For Possible Action. Discussion and possible action on identifying a professional to update the District's Strategic Plan with participation of the trustees, staff and community.

Background: East Fork Swimming Pool District approved the 2021-2023 Strategic Plan for the Carson Valley Swim Center. Periodically the Board and Director will review any updates or changes to the plan and it is due for an update. The trustees have mentioned that having an independent contractor complete the work. The director is seeking direction.

Funding: NA

Recommended Motion: Move to approve identifying a professional to update the District's Strategic Plan with participation of the trustees, staff and community.

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

Proposed Strategic Plan Development Professionals

Company

On Strategy

<https://onstrategyhq.com>

Ted Olsen

Company

M2 Consulting

www.m2consultingreno.com

Maureen McKissick

Company

Scott Morgan LLC

Scott Morgan

CVSC May 2025 Director's Report

User Attendance: See board binder documents.

- April 2024 Attendance 11,561. April 2025 Attendance was 10,949 (See attached docs)

Programming, Staffing and Training:

- CVSC has a lot of returning employees from college who are lifeguards as well as Senior Lifeguards. We will need 2 more Senior Guard positions to be filled. We currently have 72 Lifeguards for the Summer season.
- Sarah and team are planning the swim center's Carson Valley Days float with a team of staff.
- Yerington has reached out for help with the lifeguard's recertification class. We are working out the details and always willing to help other entities to ensure their success.
- Junior Lifeguard class is being planned for July.
- Interest list for Lifeguard Certification class is posted in main office.
- Shannon received a certification in Financial Sustainability from a Parks and Recreation consulting firm, 110%
- 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 and swim angelfish 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 gave a presentation to Sertoma updating the group on the latest swim center accomplishments.
- Shannon participated on a panel hosted by the Chamber and Visitors Authority on multigenerational hiring.
- Shannon attended a retirement event at UNR for Jianli You and met with Krysta Palmer.
- 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: TBD

Maintenance Updates:

- Department is working with the State Boiler Inspector and insurance inspector on remedying some labeling confusion and replacing relief valves.
- Dave is soliciting 3 quotes with the help from Scott McCollough for the emergency replacement of the Air handling system in the multi-purpose room.
- 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
Attendance	22813	14787	8898	8057	7373	7389	8997	8630	10647	11561	0	0	109152
Attendance:													
Lessons	1703	786	548	415	481	200	260	506	567	638			6104
DDST	1000	1100	1050	1100	1000	1000	1150	950	1050	1100			10500
Mem/Pass Visits	3964	3914	3210	3216	3096	3051	3410	3025	3240	3400			33526
DHS Aquatics	0	172	447	318	404	344	447	318	429	379			3258
DHS Swim/Dive	0	0	0	0	0	0	0	420	462	484			1366
Drop-In Visits	16146	8815	3643	3008	2392	2794	3730	3411	4899	5560			54398
User Fees	100,273	70,785	35,787	31,700	28,920	22,819	44,971	34,219	39,770	48,250			\$457,494

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

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	23463	16098	9222	9112	7549	7448	9137	8731	11020	10949	0	0	112729
Attendance:													
Lessons	1626	1087	439	408	451	194	484	460	667	520			6336
DDST	1430	1050	950	1265	1100	1323	1242	1080	1050	1100			11590
Mem/Pass Visits	4286	3976	3573	3572	3098	2978	3521	3037	3419	3407			34867
DHS Aquatics	0	320	640	576	540	480	570	480	540	510			4656
DHS Swim/Dive	0	0	0	0	0	0	24	448	504	504			1480
Drop-In Visits	16121	9665	3620	3291	2360	2473	3296	3226	4840	4908			53800
User Fees	100,889	65,844	36,422	44,270	26,973	25,376	40,854	29,317	42,329	41,739			\$454,012

East Fork Swim Pool District

Attendance Report Fiscal Year: 2023-2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Attendance	22813	14787	8898	8057	7373	7389	8997	8630	10647	11561	13362	19057	141571
Attendance:													
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
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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	7			33
Minor First Aid	31	19	6	4	5	3	2	7	8	14			99
Major First Aid	4	1	1	1	1	0	0	0	0	0			8
Resuscitations	0	0	0	0	0	0	0	0	0	0			0
Near Drownings	0	0	0	0	0	0	0	0	0	0			0
Drownings	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
911 Calls	4	0	1	1	1	0	0	0	0	0			7
Ambulance Transport	3	0	0	0	1	0	0	0	0	0			4
Oxygen uses	0	0	1	0	1	0	0	0	0	1			3

User Attendance Breakdown

Summary

	April 2025			
	Drop-Ins	Passes	Total	%
Senior	318	2,703	3,021	36%
Adult	1,352	315	1,667	20%
Youth	2,996	14	3,010	36%
Complimentary	7	-	7	0%
Family	64	65	129	2%
Disabled	22	151	173	2%
Therapy	107	-	107	1%
Other	42	159	201	2%
	4,908	3,407	8,315	100%

July 1, 2024 thru April 30, 2025			
Drop-Ins	Passes	Total	%
3,942	27,605	31,547	36%
15,157	3,505	18,662	21%
31,884	215	32,099	36%
415	-	415	0%
859	473	1,332	2%
294	1,411	1,705	2%
774	-	774	1%
475	1,658	2,133	2%
53,800	34,867	88,667	100%