

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

**July 17th, 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.

9:00am 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

1a. For Possible Action. Approval of previous minutes from the June 18th, 2025 general meeting.

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 award a contract to ACCO Engineered Systems in the amount of \$127,500 and request authorization for a 10% contingency for the Multipurpose Room HVAC Unit Replacement.
4. For Possible Action. Discussion and possible approval of general ledger cash balances, expenditures and investments through June 30th, 2025.
5. Discussion Only. Report from the Swim Center Director:
 - User Attendance
 - Staffing and Programming
 - Marketing and Public Relations Information
 - Employee Recognition
 - Maintenance Updates
 - Correspondence
6. Presentation Only. Presentation by Board members of requests for matters to be placed on the future agenda for August 21st, 2025.
7. For Discussion and Possible Action. Meeting adjournment.

Copies of the agenda were posted at 4:00pm, Friday, July 11th, 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
5. State of NV web site: <https://notice.nv.gov/>

Posted By: _____ Signed: _____

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

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item # 1a

Title: Approval of the General Meeting minutes and Budget Hearing minutes from June 18th, 2025

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

Funding: NA

Recommended Motion: Move to approve the General Meeting minutes and Budget Hearing minutes from June 18th, 2025

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

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
June 18th, 2025 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees June 18th, 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, Trustee Frank Dressel, Trustee Teresa Duffy. Vice Chairman Allen Biaggi was on the phone. Trustee Travis Lee was absent.

No Public Comment

AGENDA

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

CONSENT AGENDA ITEM

- 1a. For possible action. Previous minutes from the General Meeting and the Special Budget Meeting on May 22nd, 2025.

Motion made by Biaggi and seconded by Duffy to approve consent agenda items 1a. The motion was unanimously approved.

Biaggi states that he would like to thank Harris and DesJardins for accommodating his suggestion to move the financial review (1b) from the consent agenda to the administrative agenda.

ADMINISTRATIVE AGENDA

2. Discussion Only. Presentation from Alan Reed with Warren Reed Insurance on the cost and coverage of the pool's property, liability, and employment practices insurance purchased from Pool/Pact through Warren Reed Insurance.

Chairwoman DesJardins introduced item. Allen Reed states that Warren Reed Insurance has been in business in Douglas County since 1947. They have had a relationship with Lloyds of London for over 20 years. Lloyds of London writes about \$8 Billion in contracts for the POOL. Warren Reed Insurance have 143 public entities that they insure. Property insurance has leveled and capacity is again available. Our area is considered a Wild Land Fire Area. Cyber has become very important. Lots of challenges in Cyber. You have \$1,000,000 in Cyber Risk Coverage. Harris states that PoolPact has partnered with Tony Rucci, formally with Homeland Security. As part of the Know Be4 Program, we are phished each month. We also have a Cyber Security Response Plan built into our Emergency Response Plan. Harris was awarded the Excellence in Risk Management Award. Harris states that we are eligible for this award again in 2026. It is very extensive. Reed states that we also have \$2,000,000 in Environmental Liability Coverage. Total program cost this year is \$38,204.33. Your total program cost has gone up 0.58% this year compared to a 4.19 % increase for last year. Harris states that we get back \$10,000 a year from PoolPact's Educational Grant Program for conferences that the staff and the board attend and this offsets our premium each year. We have also taken advantage of the Risk Management Grant Program. Biaggi asks how long have you had the district as a partner? Reed states since about 1960 when his dad was the chairman of the board for the first swimming pool project in Gardnerville. POOL came along in 1985 thru funding from the Nevada Legislature and the EFSPD came along in 1989. Biaggi states it is an amazing partnership and I want to thank you and the firm for everything you have done and look forward to many more years of partnership.

3. Discussion Only. Discussion and update on the Capital Improvement Plan ongoing.

Chairperson DesJardins introduced the item. Harris states that under section 3, our remaining balances show we have \$3,133, 929 in our LGIP account. We have remaining \$385,400 in the Eastside Expansion budget; we will get one more billing that will hit this budget. We still have about \$194,110 in the Asset Management budget due to equipment holding up well thanks to our maintenance team and one more payment due to project management. We have ending remaining funds available of \$2,083,176. McCullough states that the

Eastside Expansion is complete. All the handrails are in place. It looks really good. We are getting lots of compliments. Phase 2 of the project is the generator. We are not going to be able to separate the generator from the fuel source. Nobody will warranty the generator if we separate it. It will be moved back to behind where the dumpsters are. Schedule is to build the infrastructure for the transfer switch, generator and the new electrical component that hasn't arrived as of yet. We'll have everything ready when that gets here to install the generator after the last swim meet in September. Harris states that ADA parking will not open until the trenching and the resurfacing is done. Roof Restoration will be completed around 6/23/2025. The activity pool toy changes had to be taken back to the manufacturer to be approved. They have been approved. We are waiting for them to give us a design plan. We are anticipating a 20-40% cost reduction from the original bid because of items that they had that were unnecessary. As for the parking lot expansion project, we know we don't need a CLOMR. We discussed with Anderson the scope of the project. We will do about 24-30 spots parallel to Highway 88. It will take about 45 days to get 50% drawings and then another 45 days to get 100% drawings. The duct sock has been replaced. We had to replace the duct sock because we were experiencing moisture from the natatorium that was going thru and deteriorate the exterior surface. We had the duct sock designed with the perforations going up to circulate the air in what we presume to be dead space in the ceiling. It looks good.

No Public Comment

4. For Possible Action. Discussion and possible approval of general ledger cash balances, expenditures and investments through May 31st, 2025.

Chairperson DesJardins introduced the item. Harris states we are 91% into the budget cycle. We are presently at a 32.63% cost recovery. I am well within the 30-35% cost recovery goal the board has recommended we manage the budget by. Income is a little low. I think food and merchandise was affected by the construction but attendance was not. Attendance is a little low but the accountant and I set some pretty lofty goals that we always try to reach. The budget is very healthy this year. You can see that General and Administrative is at 90.88%, that's about a percent lower than where we are in the budget cycle. Under Payroll we are also lower because we are really doing a good job of managing the staff without any concerns about safety or risk. Under utilities; that's probably where we have seen some significant savings. Electric and Natural gas have both come in lower than expected. Total budget expense to date is at 83.78%. Things are looking really good. We are still making a few purchases in June. You will see that Safety and Supplies are a little bit high, so we will shift some of the extra money from natural gas into those categories. You will see we are at 110% in Ad Valorem. Interest income comes thru our LGIP account. We have two accounts with LGIP that we are earning 5% interest. We presently have 101 employees. We have hired three cashiers. This generation of employees is very big on work/ life balance. It is important for them to have their days off. They have summer vacations that we now have plenty of staff to take their shifts for them.

Motion was made by Dressel to approve general ledger cash balances, expenditures and investments through May 31st, 2025 and seconded by Duffy. The motion was unanimously approved.

No Public Comment

5. Discussion Only. Report from the Swim Center Director:

CVSC June 2025 Director's Report

User Attendance: See board binder documents.

- May 2024 Attendance 13,362. May 2025 Attendance was 11,406 (See attached docs)

Programming, Staffing and Training:

- CVSC has a lot of returning employees from college who are lifeguards as well as Senior Lifeguards. Two Senior Guard positions have been filled. We currently have 78 Lifeguards for the Summer season after new hires.
- Aquatic Supervisors hosted an in-service training onsite for CVSC team and outside agencies.
- Paul passed his Emergency Medical Technician certification.
- Paul and Shannon attended the NV Rec & Park Society (NRPS) Aquatics committee.
- Shannon attended Pool Pacts "Aquatic Risk Management" Training online.
- 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:

- Team building is occurring while building Carson Valley Days float.
- Douglas County School District "Partners Across Communities" (PAC) program concluded their on-the-job training and Shannon attended their "Thank you" party.
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah).
- Website updates (Justin, Paul), 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:

May – Dustin Danen, Lifeguard and recently EMT Certified. Dustin has been a hard worker since the day we hired him. He is a consistent and dependable lifeguard who takes his position very seriously. He can be relied on in many situations and get along well with the patrons and his CVSC team.

June – Elijah Lyons, Senior Lifeguard and returning college graduate. Eli has proven his commitment to our organization by returning to us every summer to work while he attended out-of-state college. He has not let us down. He can be relied on to show up and step up. He has grown tremendously personally and professionally and we are grateful to have him as part of our team.

Maintenance Updates:

- Dave is soliciting 3 quotes (2 received) with the help from Scott McCollough for the emergency replacement of the Air handling system in the multi-purpose room.
- Dave and Jack worked with Building Control Systems (BCS) to upgrade building control software and replaced IT computer.
- Quarterly Safety meetings are conducted by the maintenance team identifying any risk related concerns needing to be addressed.
- 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).

Correspondence: See board binder documents (if applicable).

No Public Comment

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

CIP

Toys

Quotes to facilitate Strategic Plan Update

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

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

June 30th, 2025
\$ 2,646,491

2024/2025 Projects

Eastside Expansion (FY's '24-'25 & '25-'26 = generator \$450,000)

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	2,430,011	134,745
CTR/Garland	8,243	8,243	8,243
Douglas County	15,000	18,000	-
Reserve Analyst	280,758	280,758	150,066
Contingency for Asset Mang	30,000	30,000	-
'24/'25 Capital Budget	2,884,001	2,767,012	

753,054

Remaining Construction Funds Available

\$ 1,893,437

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #3

Title: For Possible Action. Discussion and possible action to award a contract to ACCO Engineered Systems in the amount of \$127,500 and request authorization for a 10% contingency for the Multipurpose Room HVAC Unit Replacement.

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 Air Handling Unit (AHU) system was installed in 1999. It has had multiple component failures over the past few years and needs to be replaced outliving its typical 20-yr operation expectancy.

This project requires emergency status due to the fact that change in technology would create an unhealthy environment delivering the project in a traditional public works project protocol. NRS allows for this type of project delivery.

NRS 338.011 Applicability: Contracts related to normal operation and normal maintenance; contracts related to emergency. The requirements of this chapter do not apply to a contract:

1. Awarded in compliance with [chapter 332](#) or [333](#) of NRS which is directly related to the normal operation of the public body or the normal maintenance of its property.

2. Awarded to meet an emergency which results from a natural or artificially created disaster and which threatens the health, safety or welfare of the public. If the public body or its authorized representative determines that an emergency exists, a contract or contracts necessary to contend with the emergency may be let without complying with the requirements of this chapter. If such emergency action was taken by the authorized representative, the authorized representative shall report the contract or contracts to the public body at the next regularly scheduled meeting of the public body.

Funding: NA

Recommended

Motion: Move to approve a contract to ACCO Engineered Systems in the amount of \$127,500 and request authorization for a 10% contingency for the Multipurpose Room HVAC Unit Replacement.

Trustee Action:

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

CONTRACT FOR SERVICES OF INDEPENDENT CONTRACTOR

A CONTRACT BETWEEN
EAST FORK SWIMMING POOL DISTRICT
1600 STATE ROUTE 88
MINDEN NV 89423
("DISTRICT")

AND

ACCO ENGINEERED SYSTEMS
295 LILLARD DRIVE
SPARKS NV 89431
("CONTRACTOR")

WHEREAS, East Fork Swimming Pool District is a political subdivision of the State of Nevada, from time to time requires the services of independent contractors; and

WHEREAS, it is deemed that the personal services of Contractor herein specified are both necessary and desirable and in the best interests of, East Fork Swimming Pool District; and

WHEREAS, Contractor represents that he is duly qualified, equipped, staffed, ready, willing and able to perform and render the personal services hereinafter described;

NOW, THEREFORE, in consideration of the agreements herein made, the parties mutually agree as follows:

1. EFFECTIVE DATE AND TERM OF CONTRACT. This contract shall not become effective until and unless approved by both parties.

2. INDEPENDENT CONTRACTOR STATUS. The parties agree that Contractor shall have the status of an independent contractor and that this contract, by explicit agreement of the parties, incorporates and applies the provisions of NRS 284.713, as necessarily adapted, to the parties, including that Contractor is not a County employee and that

There shall be no:

- (1) Withholding of income taxes by the District;
- (2) Industrial insurance coverage provided by the District;
- (3) Participation in group insurance plans which may be available to employees of the District;
- (4) Participation or contributions by either the independent contractor or the District to the public employees retirement system;
- (5) Accumulation of vacation leave or sick leave;
- (6) Unemployment compensation coverage provided by the District if the requirements of NRS 612.085 for independent contractors are met.

3. INDUSTRIAL INSURANCE.

A. Unless the Contractor complies with ¶ B below, Contractor further agrees, as a precondition to the performance of any work under this contract and as a precondition to any obligation of the District to make any payment under this contract, to provide the District with a work certificate and/or a certificate issued by a qualified insurer in accordance with NRS § 616B.627. Contractor also agrees, prior to commencing any work under the contract, to complete and to provide the following written request to the insurer:

ACCO ENGINEERED SYSTEMS has entered into a contract with EAST FORK SWIMMING POOL DISTRICT to perform work from at Carson Valley Swim Center and requests that the State Industrial Insurance System provide to EAST FORK SWIMMING POOL DISTRICT 1) a certificate of coverage issued pursuant to NRS § 616B.627 and 2) notice of any lapse in coverage or nonpayment of coverage that the contractor is required to maintain. The certificate and notice should be mailed to:

Carson Valley Swim Center
1600 State Route 88
Minden, Nevada 89423

Contractor agrees to maintain required workers compensation coverage throughout the entire term of the contract. If contractor does not maintain coverage throughout the entire term of the contract, contractor agrees that District may, at any time the coverage is not maintained by contractor, order the contractor to stop work, suspend the contract, or terminate the contract. For each six-month period this contract is in effect, contractor agrees, prior to the expiration of the six-month period, to provide another written request to the insurer for the provision of a certificate and notice of lapse in or nonpayment of coverage. If contractor does not make the request or does not provide the certificate before the expiration of the six-month period, contractor agrees that District may order the contractor to stop work, suspend the contract, or terminate the contract.

B. Contractor may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that he is a sole proprietor and that:

1. In accordance with the provisions of NRS 616B.659, has not elected to be included within the terms, conditions and provisions of chapters 616A to 616D, inclusive, of NRS; and
 2. Is otherwise in compliance with those terms, conditions and provisions.
4. **SERVICES TO BE PERFORMED.** Remove and Replace Air Handler and Condensing Units per the Proposal attached hereto as Exhibit 1 dated May 30, 2025 at Carson Valley Swim Center.
5. **PAYMENT FOR SERVICES.** Contractor agrees to provide the professional services set forth in ¶ 4 at a cost not to exceed **\$127,500.00**. Unless Contractor has received a written exemption from the District, Contractor shall be paid in full only upon completion of all of the Services set forth in ¶ 4 and after a satisfactory final inspection of the work is completed by EAST FORK SWIMMING POOL DISTRICT

6. NON APPROPRIATION. All payments under this contract are contingent upon the availability to the District of the necessary funds. In accordance with NRS § 354.626 and any other applicable provision of law, the financial obligations under this contract between the parties shall not exceed those monies appropriated and approved by the District for this contract for the then current fiscal year under the Local Government Budget Act. This contract shall terminate and the District's obligations under it shall be extinguished if the District fails to appropriate monies.

Nothing in this contract shall be construed to provide Contractor with a right of payment over any other entity. Any funds obligated by the District under this contract that are not paid to Contractor shall automatically revert to the District's discretionary control upon the completion, termination, or cancellation of the agreement. The District shall not have any obligation to re-award or to provide, in any manner, the unexpended funds to Contractor. Contractor shall have no claim of any sort to the unexpended funds.

7. CONSTRUCTION OF CONTRACT. This agreement shall be construed and interpreted according to the laws of the State of Nevada. Any dispute regarding this agreement shall be resolved by binding arbitration, with an arbiter selected from a list maintained by the Nevada Supreme Court of senior/retired district court judges, with both parties to pay their own attorney fees. The party defending the action shall be entitled to select the arbiter from the list. There shall be no presumption for or against the drafter in interpreting or enforcing this Agreement.

8. COMPLIANCE WITH APPLICABLE LAWS. Contractor shall fully and completely comply with all applicable local, state and federal laws, regulations, orders, or requirements of any sort in carrying out the obligations of this contract, including, but not limited to, all federal, state, and local accounting procedures and requirements and all immigration and naturalization laws.

9. ASSIGNMENT. Contractor shall neither assign, transfer nor delegate any rights, obligations or duties under this contract without the prior written consent of the District.

10. DISTRICT INSPECTION. The books, records, documents and accounting procedures and practices of Contractor related to this contract shall be subject to inspection, examination and audit by the District, including, but not limited to, the contracting agency, and, if applicable, the Comptroller General of the United States, or any authorized representative of those entities.

11. DISPOSITION OF CONTRACT MATERIALS. Any books, reports, studies, photographs, negatives or other documents, data, drawings or other materials prepared by or supplied to Contractor in the performance of its obligations under this contract shall be the exclusive property of the District and all such materials shall be remitted and delivered, at Contractor's expense, by Contractor to the District upon completion, termination or cancellation of this contract. Alternatively, if the District provides its written approval to Contractor, any books, reports, studies, photographs, negatives or other documents, data, drawings or other materials prepared by or supplied to Contractor in the performance of its obligations under this contract must be retained by Contractor for a minimum of six years after final payment is made and all other pending matters are closed. If, at any time during the retention period, the District, in writing, requests any or all of the materials, then Contractor shall promptly remit and deliver the materials, at Contractor's expense, to the District. Unless the District has requested remittance and delivery by Contractor of the items. Contractor shall not use, willingly allow or cause to have such materials used for any purpose other than the performance of Contractor's obligations under this contract without the prior written consent of the District.

12. PUBLIC RECORDS LAW. Contractor expressly agrees that all documents ever submitted, filed, or deposited with the District by Contractor, unless designated as confidential by a specific statute of the State of Nevada, shall be treated as public records pursuant to NRS Chapter 239 and shall be available for inspection and copying by any person, as defined in NRS 0.039, or any governmental entity. Contractor expressly and indefinitely waives all of its rights to bring, including but not limited to, by way of complaint, interpleader, intervention, or any third party practice, any claims, demands, suits, actions, judgments, or executions, for damages or any other relief, in any administrative or judicial forum, against the District or any of its officers or employees, in either their official or individual capacity, for violations of or infringement of the copyright laws of the United States or of any other nation.

13. INDEMNIFICATION. Contractor agrees to indemnify and save and hold the District, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this contract by Contractor or Contractor's agents or employees.

14. MODIFICATION OF CONTRACT. This contract constitutes the entire contract between the parties and may only be modified by a written amendment signed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be signed and intend to be legally bound thereby.

ACCO ENGINEERED SYSTEMS

(Date)

Shannon Harris, Director
East Fork Swimming Pool District

(Date)



PROPOSAL

Revision 0

• 295 Lillard Drive • Sparks, NV 89431 • 775-331-4455 • NV License #2549, #55552 • CA License #120696 •

May 30, 2025

Carson Valley Swim Center

1600 NV-88

Minden, NV 89423

Attn.: Shannon Harris

Reference: HVAC Work for: CVSC Multipurpose HVAC Unit Replacement

Location: 1600 NV-88, Minden, NV 89423

ACCO Engineered Systems is pleased to provide you with our proposal to provide labor, materials with tax, and equipment for the HVAC systems at the aforementioned building.

Our proposal is based on:

- Pre-Bid Site Visit

HVAC SCOPE OF WORK

- Demolish and dispose of (1) Air Handler and (2) Condensing Units.
 - Includes demolition of Refrigeration Piping
 - Includes demolition of HHW Piping to Air Handler Coil.
 - Includes demolition of ductwork as needed.
 - Includes disconnect of electrical and controls.
- Furnish and install (1) new Air Handler and (1) new Condensing Unit.
 - Includes new HHW Coil section.
 - Capacity to match existing unit capacity.
 - Includes ductwork and piping to reconnect to existing infrastructure.
 - Includes reconnecting controls and electrical.
 - Includes piping insulation for new piping.
- Daily removal of debris generated by ACCO personnel.
- Equipment check, test and start up by ACCO technicians.
- ACCO has included providing a dumpster and temporary restrooms outside the building.
- One-year warranty on all ACCO supplied materials and labor.

Base bid for the above HVAC Scope of Work will be

\$127,500.00

***Due to the volatility of the equipment and material pricing, our pricing is good for 10 days. We will provide updated pricing as needed to address projected start dates.**

CLARIFICATIONS:

- This proposal is to be incorporated into the contract. The proposal is based on mutually acceptable schedules, terms & conditions. Any terms and conditions stated herein supersede any other contract statements or wording which may conflict.
- Unobstructed access to the work areas will be provided to ACCO and its subcontractors.
- ACCO assumes that the existing system and its components to be re-used (HVAC, piping, electrical, roofing, ductwork, etc.) are in proper operating condition. ACCO cannot warrant the performance of existing equipment and systems.
- Startup of equipment is priced on a one time basis with consecutive days as necessary. Multiple startups at different intervals will be at an added cost. **Early start-up during construction is not recommended and may void the warranty of the equipment.**
- As requested, ACCO will be replacing the existing outdated HVAC units with new in-kind equipment of equal capacity. These direct like-for-like replacements are based on the assumption that the original units have been sized properly for the local weather conditions, current occupancy levels, and current building use. Unless specifically requested, it is not ACCO' intent to re-design or to modify these systems.
- As the current US government administration continues its international trade negotiations and announce international trade tariffs, we are realizing rapid price fluctuations in raw materials, commodities and assembled components & equipment. As a result, our pricing can only be valid for **10 days**. If we see significant pricing fluctuations in the coming weeks, we will alert the project team and reserve the right to request remuneration. If funds can be made available to us for pre-purchase or to "lock-in" current prices we will work ith our supplier community to support this effort and minimize price fluctuations.
- This bid assumes compliance with applicable codes and standards governing A2L refrigerants, including but not limited to: ASHRAE 15, EN378, ISO 5149, Local Building, Mechanical and Fire Codes.
- Any additional costs for modifications required by the AHJ after award are excluded.
- Ventilation & Refrigerant Leak Detection:
 - Pricing includes standard mechanical ventilation only.
 - Refrigerant leak detection systems, including sensors, alarms, and controls specific to A2L refrigerants are excluded unless explicitly noted.
 - Additional ventilation upgrades required for A2L refrigerants are excluded unless identified in the scope.
- Refrigerant Handling, Storage, and Charging
 - Temporary onsite storage of A2L refrigerants will follow standard safety guidelines. Any special storage requirements or third-party certifications are excluded unless specified.
 - Special handling, purging or additional safety procedures beyond standard refrigerant charging protocols are not included.

- No fire suppression systems, explosion mitigation, or additional life safety systems related to A2L refrigerant use are included unless specifically noted in the scope of work.
- This proposal excludes A2L refrigerant-specific training or certification for staff. If required post-award, it will be a change order.
- All work is to be completed during normal business hours (Monday through Friday from 7:00 am to 3:30 pm).

ACCO EXCLUSIONS

1. Any work not identified in the above scope.
2. Overtime Labor Costs.
3. Lead & Asbestos Abatement.
4. Supplemental steel and supports for HVAC and Plumbing hangers.
5. Building Envelope.
6. Saw Cutting or Coring of any kind.
7. Excavation, bedding, backfill, trench shoring & trench plates.
8. Acoustical engineering and noise reduction provisions, Mechanical, Structural, Electrical & Civil Engineering.
9. Permits and Fee's, Project Bonding.
10. Commissioning support, commissioning, or 3rd party commissioning.
11. Concrete work of any kind.
12. Cutting, framing, or patching.
13. Fire alarm, Fire alarm global shutdown, Fire/life/safety wiring or programming.
14. Fire/smoke dampers.
15. Fire proofing patch back.
16. LEED Certification.
17. Motor starters, disconnects or variable speed drives.
18. Painting of any kind.
19. Any and all impacts and/or costs as a result of mold Infiltration into building.
20. Providing and installing surface mount access doors.
21. Providing and installing temporary barriers.
22. Repairs to existing non code compliant conditions.
23. Roof patch and repairs.
24. Tripping protection, walk pads.
25. Site work.
26. Sprinklers.
27. Structural support for HVAC equipment.
28. Quick ship.
29. Temporary Heating, Cooling, Utilities or Facilities.



**engineered
systems**

CVSC Multipurpose HVAC Replacement
Proposal - Revision 0

• 295 Lillard Drive • Sparks, NV 89431 • 775-331-4455 • NV License #2549, #55552 • CA License #120696 •

Thank you for the opportunity to offer this scope and proposal. We look forward to working with you to make this a successful project.

Respectfully,

Andrew J. Huie

Project Manager

ACCO Engineered Systems

Net 30 day terms: Progress payments. Final invoice due 30 days after completion and owner acceptance. This proposal is subject to a mutually agreeable work schedule and is valid for 30 days.

ACCEPTANCE

Title: _____

P.O. _____

Approved By: _____

Date: _____



Outlook

FW: Trane HVAC equipment replacement

From Maintenance Supervisor <maintenance@cvswim.com>

Date Wed 6/18/2025 12:17 PM

To Shannon Harris <director@cvswim.com>

From: Zaski, David <Dave.Zaski@trane.com>

Sent: Wednesday, June 18, 2025 8:52 AM

To: Maintenance Supervisor <maintenance@cvswim.com>

Subject: Trane HVAC equipment replacement

Dave,

This email is to provide a verbal not to exceed quote in the amount of \$195,000.00 for the replacement of the existing air handler and condensing unit. This includes installation.

We can provide a specific scope document early next once our team is back in the office.

Let me know if you have any questions.

Regards,

Dave Zaski

Systems Account Manager

Trane Technologies

5595 Equity Avenue

Reno, Nevada 89502

Office: (775) 954-1352

Mobile: (775) 303-4618

Email: Dave.zaski@trane.com

Website: www.trane.com

Mt. Rose Heating & Air Conditioning Inc.

Thursday, May 29, 2025

Douglas County

Attn: Scott McCullough

Carson Valley Swim Center – AHU Replacement

310 Sunshine Ln.
Reno, NV 89502
(775) 329-8384
FAX (775) 329-8502
NV Lic. #32146
CA Lic. #770238
ID Lic. #RCE-22367
ID Lic. #HVC-C-10037

Dear Scott,

We are pleased to offer the following HVAC proposal for the “Carson Valley Swim Center – AHU Replacement” Project. Located at 1600 State Route 88, Minden, Nv, 89423. Per the original drawings by Petty & Associates and my site visit on 05/16/2025. Mt. Rose is quoting a 410-A refrigerant system per the owner’s request which does entail a few caveats. The first being we must have two indoor units in order to meet code requirements. This proposal is packaged with a ¾ ton indoor mini-split head that we propose to install in the mechanical room closet. Refrigerant piping, condensate, power, and hanging the mini-split head is figured in this proposal. Also, the vendor’s cutoff date to buy this equipment is July 01, 2025. Po’s/Contract must be approved by this time to allow for the purchasing of said equipment if owner wishes to proceed with the 410-A refrigerant. The lead time for this equipment is 18-20 weeks.

FURNISH AND INSTALL:

- Demolition and Disposal of Existing Equipment
- (1) DX/Hot Water Air Handling Unit
- (1) ¾-Ton Indoor Mini Split Head
- (1) 6-Ton Heat Pump
- Refrigerant Piping
- Ductwork Connections as Necessary
- Power Disconnect/Reconnect
- Condensate Disconnect/Reconnect
- Hot Water Disconnect/Reconnect
- Alerton Controls Disconnect/Reconnect

FOR THE TOTAL SUM OF:

\$274,800.00

We also include:

Start-up, adjustments, O&Ms.

We specifically exclude:

Cutting, patching, framing, roofing, coring/saw cutting structural engineering, structural work, carpentry, ceiling access doors, ceiling removal/put-back, painting, high voltage electrical/interlock wiring, starters, disconnect switches, mechanical housekeeping pads, conduit, domestic water, plumbing/fixtures, water heaters, water heater flues, gas/piping, wet side mechanical, plumbing, dumpsters, chemical treatment/water flush, duct cleaning, control valves, test and balance, dampers/actuators, humidifiers/de-humidifiers, curb blocks and leveling, permits, permit fees, overtime/off-hours, bonding, existing equipment/building conditions, and any work not stated above.

Mt. Rose Heating & Air Conditioning Inc.

Pricing is only valid unit July 01, 2025 then it is subject to change

Respectfully,



Chase Morrow
Estimator
Mt. Rose Heating and Air Conditioning

310 Sunshine Ln.
Reno, NV 89502
(775) 329-8384
FAX (775) 329-8502
NV Lic. #32146
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ID Lic. #HVC-C-10037



EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #4

Title: For Possible Action. Discussion and possible approval of general ledger cash balances, expenditures and investments through June 30th, 2025.

Background: Each month, the East Fork Swimming Pool district prepares and presents a financial report detailing revenue, expenditures, fund balances, and budget-to-actual comparisons. This report is a key tool for ensuring financial transparency, supporting accountability to the public, and aiding in informed decision-making by the board.

Reviewing the monthly financials is important to track the district's fiscal health, assess whether operations are aligned with budgetary goals, and identify any emerging financial concerns or opportunities. It also provides a forum for board members to ask questions, provide guidance, and ensure that public funds are being managed responsibly and efficiently.

Funding: NA

Recommended Motion: Move to approve general ledger cash balances, expenditures and investments through June 30th, 2025.

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

EAST FORK SWIMMING POOL DISTRICT

07/10/25

Balance Sheet

Accrual Basis

As of June 30, 2025

	Jun 30, 25
ASSETS	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	410,203.57
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	2,646,491.63
112-5 · LOCAL GOV'T POOL OPERATING	51,124.85
Total Checking/Savings	3,108,670.05
Accounts Receivable	
121 · ACCOUNTS RECEIVABLE	1,954.00
Total Accounts Receivable	1,954.00
Other Current Assets	
12100 · INVENTORY	
115 · CHEMICALS INVENTORY	6,616.84
120 · MERCHANDISE INVENTORY	3,153.58
125 · FOOD INVENTORY	791.24
Total 12100 · INVENTORY	10,561.66
130 · Prepaid Expense	14,691.72
170-4 · DELINQUENT TAX REC	40,622.55
Total Other Current Assets	65,875.93
Total Current Assets	3,176,499.98
Fixed Assets	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	3,091,851.21
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,814,831.53
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	9,924,035.45
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
Total Other Assets	410,899.00
TOTAL ASSETS	13,511,434.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	82,503.79
Total Accounts Payable	82,503.79
Credit Cards	
202 · CITI VISA CREDIT CARD	16,282.10
Total Credit Cards	16,282.10
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	72,704.71
221-2 · ACCRUED PAYROLL TAXES	11,003.11
229 · SUTA	3,276.13
231-1 · MEDICARE EMPLOYEE	4.80
231-2 · MEDICARE COMPANY	4.80
234-3 · Aflac	122.40
Total 200 · PAYROLL LIABILITIES	87,115.95

8:08 AM

07/10/25

Accrual Basis

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

As of June 30, 2025

	Jun 30, 25
218 · ACCRUED VESTED VAC PAY	42,792.74
219 · OPEB LIABILITY	41,243.00
235 · ACCRUED WORKMANS COMPENSATION	-5,062.55
236 · NOTE PAYABLE - ZION	246,000.00
Total Other Current Liabilities	412,089.14
Total Current Liabilities	510,875.03
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	1,816,829.03
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	1,300,008.55
Total Equity	11,694,605.40
TOTAL LIABILITIES & EQUITY	13,511,434.43

	Jun 25	Budget	Jul -Jun 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
Ordinary Income/Expense								
Income								
403 · USER FEES	82,801.75	83,348.00	582,125.95	640,650.00	(58,524.05)	640,650.00	58,524.05	90.86%
496 · FOOD	9,560.39	12,590.00	42,955.89	66,146.00	(23,190.11)	66,146.00	23,190.11	64.94%
497 · MERCHANDISE	3,024.60	4,406.00	16,949.60	25,409.00	(8,459.40)	25,409.00	8,459.40	66.71%
498 · GRANT INCOME	0.00	1,250.00	10,000.00	15,000.00	(5,000.00)	15,000.00	-	0.00%
Total Income	95,386.74	101,594.00	652,031.44	747,205.00	(95,173.56)	747,205.00	90,173.56	87.26%
Cost of Goods Sold								
COST OF GOODS SOLD								
550 · FOOD EXPENSE	3,519.17	5,265.00	16,027.61	34,247.00	18,219.39	34,247.00	18,219.39	46.80%
555 · MERCHANDISE EXPENSE	128.60	-270.00	8,117.14	13,613.00	5,495.86	13,613.00	5,495.86	59.63%
560 · FOOD SUPPLIES	213.74	470.00	1,036.56	1,250.00	213.44	1,250.00	213.44	82.92%
565 · FOOD SPOILAGE	53.65	141.00	174.30	637.00	462.70	637.00	462.70	27.36%
Total COST OF GOODS SOLD	3,915.16	5,606.00	25,355.61	49,747.00	24,391.39	49,747.00	24,391.39	50.97%
Total COGS	3,915.16	5,606.00	25,355.61	49,747.00	24,391.39	49,747.00	24,391.39	50.97%
Gross Profit	91,471.58	95,988.00	626,675.83	697,458.00	(70,782.17)	697,458.00	65,782.17	89.85%
Expense								
GENERAL & ADMINISTRATIVE								
629 · ADVERTISING/PRINTING	894.25	266.00	12,314.94	14,682.25	2,367.31	15,000.00	2,685.06	82.10%
630 · POSTAGE	72.75	0.00	649.34	800.00	150.66	800.00	150.66	81.17%
631 · JANITORIAL EXPENSE	1,277.12	1,900.00	9,978.15	12,775.00	2,796.85	12,775.00	2,796.85	78.11%
632 · SOFTWARE - IT	2,548.93	4,003.00	24,294.67	33,555.00	9,260.33	33,555.00	9,260.33	72.40%
641 · POOL TRAINING AND EDUCATION	998.00	74.00	4,001.37	3,410.00	(591.37)	3,410.00	(591.37)	117.34%
645 · OFFICE SUPPLIES	472.84	218.00	5,938.67	6,071.00	132.33	6,071.00	132.33	97.82%
660 · SEMINARS & EDUCATION	0.00	0.00	6,011.81	7,325.00	1,313.19	7,325.00	1,313.19	82.07%
661 · DUES/SUBSCRIPTIONS	26.98	21.00	1,329.58	2,045.00	715.42	2,045.00	715.42	65.02%
680 · TRAVEL EXPENSE	0.00	51.00	18,773.96	11,293.00	(7,480.96)	11,293.00	(7,480.96)	166.24%
681 · MEALS	0.00	184.00	3,910.07	2,274.00	(1,636.07)	2,274.00	(1,636.07)	171.95%
683 · AUTO REIMBURSEMENT/MILEAGE	97.58	41.00	1,692.93	2,975.00	1,282.07	2,975.00	1,282.07	56.91%
690 · LEGAL EXPENSE	145.00	413.00	4,286.08	5,000.00	713.92	5,000.00	713.92	85.72%
691 · ACCOUNTING EXPENSE	455.00	512.00	18,800.00	19,001.00	201.00	19,001.00	201.00	98.94%
692 · BANK CHARGES	0.00	100.00	0.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00%
693 · ENTRY SYSTEM CHARGES	1,511.04	3,905.00	43,382.06	39,000.00	(4,382.06)	39,000.00	(4,382.06)	111.24%
694 · DC VOTER FEES	0.00	0.00	5,817.75	5,817.75	-	5,817.75	-	100.00%
780 · CASH OVER/SHORT	-110.25	0.00	-526.05	0.00	526.05	-	526.05	#DIV/0!
Total GENERAL & ADMINISTRATIVE	8,389.24	11,688.00	160,655.33	167,224.00	6,568.67	167,541.75	6,886.42	95.89%
PAYROLL EXPENSES								
599 · BOARD EXPENSES	1,600.00	1,913.00	22,800.00	23,000.00	200.00	23,000.00	200.00	99.13%
600 · SALARIES & WAGES	107,266.08	126,136.00	1,324,603.35	1,472,939.00	148,335.65	1,472,939.00	148,335.65	89.93%
601 · SOCIAL SECURITY	3,848.54	5,267.00	47,123.99	57,894.00	10,770.01	57,894.00	10,770.01	81.40%
611 · MEDICARE	1,558.72	1,864.00	19,297.10	21,706.00	2,408.90	21,706.00	2,408.90	88.90%
613 · STATE UNEMPLOYMENT	283.47	1,520.00	11,314.92	16,606.00	5,291.08	16,606.00	5,291.08	68.14%
614 · HEALTH INSURANCE	5,761.68	5,231.00	69,591.19	62,750.00	(6,841.19)	62,750.00	(6,841.19)	110.90%

	Jun 25	Budget	Jul - Jun 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 · PERS	12,570.85	13,585.00	157,737.03	188,658.00	30,920.97	188,658.00	30,920.97	83.61%
617 · WORKMANS COMPENSATION	4,221.75	4,282.00	50,661.00	51,351.00	690.00	51,351.00	690.00	98.66%
639 · PAYROLL TAX ADJUSTMENTS	0.00	0.00	7,670.00	0.00	(7,670.00)	-	(7,670.00)	#DIV/0!
640-1 · ACCRUED WAGES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-2 · ACCRUED PAYROLL TAXES	0.00	0.00	0.00	0.00	-	-	0.00	#DIV/0!
640-3 · ACCRUED VACATION	-1,232.52	0.00	7,910.21	0.00	(7,910.21)	-	(7,910.21)	#DIV/0!
Total PAYROLL EXPENSES	135,878.57	159,798.00	1,718,708.79	1,894,904.00	176,195.21	1,894,904.00	176,195.21	90.70%
POOL OPERATIONS								
UTILITIES								
619 · GARBAGE	528.19	634.00	7,788.62	8,200.00	411.38	8,200.00	411.38	94.98%
621 · TELEPHONE EXPENSE	420.52	566.00	5,475.45	6,800.00	1,324.55	6,800.00	1,324.55	80.52%
622 · ELECTRIC	9,954.96	10,620.00	116,270.32	144,999.96	28,729.64	145,000.00	28,729.64	80.19%
624 · WATER	2,069.40	1,390.00	13,055.75	11,500.00	(1,555.75)	11,500.00	(1,555.75)	113.53%
625 · SEWER	0.00	0.00	6,450.04	6,450.04	-	6,450.04	-	100.00%
626 · NATURAL GAS	6,913.97	9,075.00	99,757.54	145,800.00	46,042.46	145,800.00	46,042.46	68.42%
Total UTILITIES	19,887.04	22,285.00	248,797.72	323,750.00	74,952.28	323,750.00	74,952.28	76.85%
623 · INSURANCE	3,165.19	3,087.00	37,982.28	37,000.00	(982.28)	37,000.00	(982.28)	102.65%
628 · CHEMICALS	3,750.45	5,708.00	62,083.44	62,125.00	41.56	62,125.00	41.56	99.93%
633 · MAINTENANCE & REPAIR	8,692.71	14,971.00	88,956.42	110,000.00	21,043.58	110,000.00	21,043.58	80.87%
634 · EQUIPMENT RENTAL	1,614.79	224.00	3,690.57	5,000.00	1,309.43	5,000.00	1,309.43	73.81%
636 · LANDSCAPE MAINTENANCE	740.00	1,495.00	14,180.00	17,885.00	3,705.00	17,885.00	3,705.00	79.28%
640 · EMPLOYEE INCENTIVES	300.00	89.00	3,342.57	3,200.00	(142.57)	3,200.00	(142.57)	104.46%
642 · SAFETY	177.88	541.00	18,202.16	18,500.00	297.84	18,500.00	297.84	98.39%
643 · SUPPLIES	5,629.64	361.00	14,446.24	9,550.00	(4,896.24)	9,550.00	(4,896.24)	151.27%
644 · UNIFORMS	1,363.97	1.00	6,649.48	8,175.00	1,525.52	8,175.00	1,525.52	81.34%
646 · SMALL EQUIPMENT	1,509.99	400.00	4,871.50	4,800.00	(71.50)	4,800.00	(71.50)	101.49%
Total POOL OPERATION EXPENSE	46,831.66	49,162.00	503,202.38	599,985.00	96,782.62	599,985.00	96,782.62	83.87%
850 · DEPRECIATION EXPENSE	41,666.67	41,666.63	500,000.04	500,000.00	(0.04)	500,000.00	429,240.00	100.00%
Total Expense	232,766.14	262,314.63	2,882,566.54	3,162,113.00	279,546.46	3,162,430.79	709,104.29	91.15%
Net Ordinary Income	(141,294.56)	(166,326.63)	(2,255,890.71)	(2,464,655.00)	208,764.29	(2,464,972.79)	(643,322.12)	91.52%
Other Income/Expense								
Other Income								
401.4 · AD VALOREM	21,281.31	6,876.00	3,389,650.11	3,054,254.00	335,396.11	3,054,254.00	(335,396.11)	110.98%
491 · INTEREST INCOME	12,751.19	6,663.00	179,519.42	80,000.00	99,519.42	80,000.00	(99,519.42)	224.40%
499 · OTHER INCOME	0.00	0.00	1,225.00	0.00	-	-	-	-
Total Other Income	34,032.50	13,539.00	3,570,394.53	3,134,254.00	434,915.53	3,134,254.00	(434,915.53)	113.92%
Other Expense								
899 · Interest Expense	0.00	0.00	4,773.60	4,774.00	0.40	4,774.00	0.40	-
Total Other Expense	-	-	4,773.60	4,774.00	0.40	(4,774.00)	0.40	-
Net Other Income	34,032.50	13,539.00	3,565,620.93	3,129,480.00	434,915.93	3,129,480.00	(434,915.13)	113.94%
Net Income	(107,262.06)	(152,787.63)	1,309,730.22	664,825.00	643,680.22	664,507.21	(1,078,237.25)	197.10%

	Account	Amount	Memo
ABE Printing	629 - ADVERTISING/PRINTING	99.00	
Ace Hardware	633 - MAINTENANCE & REPAIR	160.12	Fasteners,Nuts/Washers,Poly Rope,Red Zone Paint,Paint Rollers,Sash Brush,Cable Ties,Triflow Lube
AIRGAS	628 - CHEMICALS	1,597.13	Carbon Dioxide Liquid
Amazon		2,631.88	Subscription,Janitorial Supplies,Food Supplies,Office Supplies,CV Bags,Ubiquiti Wi-Fi,UPS Battery Backups,Showerheads,Chairs for MP Room,Crowd Control Barriers,T-shirts,Jr Guard Webcam, Camera
American Red Cross	645 - OFFICE SUPPLIES	998.00	LG Training Session, CPR Certs
Blair Jones	640 - EMPLOYEE INCENTIVE	50.00	Employee Referral (D Ballingham)
Cannon Financial Services	634 - EQUIPMENT RENTAL	185.59	Copier Lease/Equip Insurance (Jun 2025)
Carson Valley Accounting LLC	691 - ACCOUNTING EXPENSE	275.00	Monthly site visit (Jun 2025)
Carson Valley Locksmith	633 - MAINTENANCE & REPAIR	29.50	Keys
Carson Valley Signs	633 - MAINTENANCE & REPAIR	526.25	Front Window Sign Hours,Exit Only Sign, Pool Deck Signs
Cintas	631 - JANITORIAL	539.38	Weekly Service/Supplies
Clear Solutions International	632 - SOFTWARE-IT	605.63	Set up new PC,move front computers/phones,install new chromebook,general questions
Consant Contact	629 - ADVERTISING/PRINTING	55.00	Software program for email address for contacts
Costco		3,107.90	Food Expense,Food Supplies,Safety,Janitorial,Chemicals
Deanna Abbott	663 - Auto Reimbursement/Mileage	97.58	Mileage
Desert Star Landscaping		740.00	Weekly Lawn Service
Digital Buyer	643 - SUPPLIES	2,819.00	Showcase for Lobby
Dollar Tree	643 - SUPPLIES	37.48	Noodles (Swim Lessons)
Douglas County School District	614 - HEALTH INSURANCE	6,269.20	Health Insurance Jun 25 (7/FT/1) Dependents- Long
Douglas Disposal	633 - MAINTENANCE & REPAIR	14.55	
Douglas Disposal	621 - TELEPHONE EXPENSE	97.23	Internet Service
DT'S Fiber	633 - MAINTENANCE & REPAIR	754.98	UHMW Bar Stock,Wireless Mouse,Ladder,Rail Covers,Skimmer,Float,Heat Gun,Toilet Seat Covers
Ebay	633 - MAINTENANCE & REPAIR	25.09	trap,Elbow,Cement,Braided Connector,Ext Tube
Hajoca	633 - MAINTENANCE & REPAIR	425.00	Annual Backflow Test & Report
Helwig Plumbing Co.	633 - MAINTENANCE & REPAIR	127.93	Copy fee for 5 copiers (May 2025)
High Sierra Business Systems	645 - OFFICE SUPPLIES	297.18	Nylon Rope,Zip Ties,GFCI Outlet, Wall Plate,Screwdriver,Nut Driver,Showerhead,Painter Rags,Fan,Control Remote,Corner Shower Mount,Stretch Wrap
Home Depot	633 - MAINTENANCE & REPAIR	303.22	Trash Liners, Pumice Stone
Inland Supply Co	631 - JANITORIAL	223.00	Monthly Fee
Inuit Software	632 - SOFTWARE-IT	50.00	Employee Referral (A Buckner)
Kiley Wagstaff	640 - EMPLOYEE INCENTIVE	10.00	Fingerprinting
Kim Copeland	642 - SAFETY	10.00	Fingerprinting
Lexi Timpane	642 - SAFETY	10.00	Fingerprinting
Lincoln Aquatics	628 - CHEMICALS	4,120.42	SanChlor,Munatic Acid,Deposits
Linda Pang	642 - SAFETY	10.00	Fingerprinting
Lisa Hulick	640 - EMPLOYEE INCENTIVE	50.00	Employee Referral (L Pang)
Logan Johnson	640 - EMPLOYEE INCENTIVE	150.00	Employee Referral (D Hall,E Sibbring,A Thomas)
Mauli Rippers	644 - UNIFORMS	1,273.49	LG Shorts
Maverick	643 - SUPPLIES	48.47	CV Days Parade
Meeks	633 - MAINTENANCE & REPAIR	22.54	Staple Gun
Merch Bnkld Nsd	633 - MAINTENANCE & REPAIR	1,511.04	
Microsoft Corp	632 - SOFTWARE-IT	9.79	icloud Backup
Nevada News Group	629 - ADVERTISING/PRINTING	740.25	Carson Valley Almanac,Proprietary Fund Listing(Dept of Taxation)
NV Energy	622 - ELECTRIC	9,954.98	
Olivia Stanton	642 - SAFETY	10.00	Fingerprinting
OOMA, INC	621 - TELEPHONE EXPENSE	297.25	Final Billing
Oshinski & Forsbery, Ltd	690 - LEGAL EXPENSE	145.00	Review draft board agenda June Mtg 2025
Pirate Ship Postage	633 - MAINTENANCE & REPAIR	44.74	Return Bolland,Return Ooma Phones
Pool Web	633 - MAINTENANCE & REPAIR	166.55	Pool Signs
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	47.06	Jun 2025 #834
PurpleAir	633 - MAINTENANCE & REPAIR	304.00	Air Quality Monitor
Red Barn Car Wash	643 - SUPPLIES	10.00	CV Days Parade
Sierra Booking Services, Inc	691 - ACCOUNTING EXPENSE	180.00	May 2025 (2 Payroll/PERS)
Sierra Integrated Systems LLC	633 - MAINTENANCE & REPAIR	847.18	Switching Power Module
SmartSign	633 - MAINTENANCE & REPAIR	585.61	Pool signs (ordered by Maintenance)
Smiths Foods	650 - FOOD EXPENSE	68.91	Snack Bar Drinks
SOUTHWEST GAS	626 - NATURAL GAS	6,913.97	
Spotify	661 - DUES/SUBSCRIPTIONS	11.99	
Staples	645 - OFFICE SUPPLIES	50.73	3 ring paper (Board Reports)
State of Nevada - Dept,Public Safety	642 - SAFETY	78.00	(M Drapala,E Lyons)
State of Nevada - Dept of Business	615 - PERS	35.00	Assessed amount from Dept. of Business & Industry Annual fee
Swim Outlet		487.53	Swim Caps,Tanycards,Bar Float,Water Weight (Swim Lessons)
The Lifeguard Store		123.60	Nose Clips,Whistles,Sunscreen for Staff
Town Of Minden	624 - WATER & TRASH	2,597.59	Water/Garbage
Trane U.S. Inc	633 - MAINTENANCE & REPAIR	2,878.00	Boiler service air metering valve, replaced Air Meter
United Rentals, Inc	634 - EQUIPMENT RENTAL	1,429.20	Scissorlift
Walmart	550 - FOOD EXPENSE	591.16	Ice Cream
Webaurant Store	646 - SMALL EQUIPMENT	1,509.99	Freezer
Western Nevada Supply	633 - MAINTENANCE & REPAIR	1,434.89	Air Metering,LOCH,Burner,Gasket,CASH Parts,SMEL Parts
Windband Man	643 - SUPPLIES	405.61	Custom Wristbands
Zero Tools	633 - MAINTENANCE & REPAIR	16.85	Reducing Bushing
Total		62,633.57	

CVSC July 2025 Director's Report

User Attendance: See board binder documents.

- June 2024 Attendance 19,057. June 2025 Attendance was 18,044 (See attached docs)

Programming, Staffing and Training:

- CVSC is fully staffed with a total of 101 employees and 74 Lifeguards.
- Justin Gross, Aquatic Supervisor is gone for military training for two-weeks in July.
- Pool Pact conducted on-site a "Buddy to Boss" training for the Senior Lifeguards.
- Junior Lifeguard program is up and running with 12 students. The program runs for 2 weeks (Mon-Thurs)
- Flick 'N Float movie for July 25th is Jaws – 30th anniversary and Shark Week.
- Lesson structure has changed to better serve our community regarding attendees and skill level matching class level
- Wibit (floating obstacle course) is being set-up and put in the main indoor pool every Saturday from 4-5.
- 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:

- Staff with the National Recreation & Parks Association (NRPA) toured the facility while in town for a business council meeting.
- Douglas County presented a proclamation to the district in partnership for the TRE splash park.
- Shannon attended the Nevada Recreation and Parks Society (NRPS) meeting serving as Past-Chair.
- Paul is the Co-Chair of the NRPS Aquatics committee and a board member attending NRPS meetings.
- New advertising in the "Lake Tahoe Visitors Map" over 100,000 publications.
- Nominations for "Best of Carson Valley" started. Voting will be next.
- Social media exposure, information sharing and flyers: Facebook & Instagram updates (Sarah).
- Website updates (Justin, Paul), 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:

July – Jessie Messick, lifeguard and swim instructor. He is pleasant, professional and nice when described. He has stepped-up to help wherever needed without hesitation and asks great questions throughout his shifts showing how proactive he can be. He receives good evaluations from parents for his instruction and remains positive.

Maintenance Updates:

- Dave and his maintenance team are pulled into many directions especially in the summer and rise to every occasion from fixing broken door handles, adding additional railing, fixing walkie talkies, order new parts and equipment.
- Quarterly Safety meetings are conducted by the maintenance team identifying any risk related concerns needing to be addressed.
- 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).

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	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
Attendance	23463	16098	9222	9112	7549	7448	9137	8731	11020	10949	11406	18044	142179
Attendance:													
Lessons	1626	1087	439	408	451	194	484	460	667	520	488	1127	7951
DDST	1430	1050	950	1265	1100	1323	1242	1080	1050	1100	1050	1260	13900
Mem/Pass Visits	4286	3976	3573	3572	3098	2978	3521	3037	3419	3407	3397	3949	42213
DHS Aquatics	0	320	640	576	540	480	570	480	540	510	525	180	5361
DHS Swim/Dive	0	0	0	0	0	0	24	448	504	504	252	0	1732
Drop-In Visits	16121	9665	3620	3291	2360	2473	3296	3226	4840	4908	5694	11528	71022
User Fees	100,889	65,844	36,422	44,270	26,973	25,376	40,854	29,317	42,329	41,739	45,311	82,802	\$582,125

User Attendance Breakdown

Summary

	June 2025				July 1, 2024 thru June 30, 2025			
	Drop-Ins	Passes	Total	%	Drop-Ins	Passes	Total	%
Senior	699	2,863	3,562	23%	4,965	33,071	38,036	34%
Adult	3,344	418	3,762	24%	20,239	4,255	24,494	22%
Youth	6,923	75	6,998	45%	42,217	311	42,528	38%
Complimentary	175	-	175	1%	599	-	599	1%
Family	212	164	376	2%	1,176	707	1,883	2%
Disabled	29	182	211	1%	345	1,754	2,099	2%
Therapy	72	-	72	0%	893	-	893	1%
Other	74	247	321	2%	588	2,115	2,703	2%
	11,528	3,949	15,477	100%	71,022	42,213	113,235	100%

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	5	13	51
Minor First Aid	31	19	6	4	5	3	2	7	8	14	15	20	134
Major First Aid	4	1	1	1	1	0	0	0	0	0	0	0	8
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	4	0	1	1	1	0	0	0	0	0	0	0	7
Ambulance Transport	3	0	0	0	1	0	0	0	0	0	0	0	4
Oxygen uses	0	0	1	0	1	0	0	0	0	1	0	0	3

ROTARY CLUB OF MINDEN, NV

P.O. Box 284, Minden, NV 89423



June 20, 2025

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

Dear Shannon:

On behalf of the Rotary Club of Minden NV, thank you for your generous contribution of a Gift Certificate for a Thirty Day Swim Pass or 15 Swim Passes, valued up to \$84.00, which supported our annual fundraiser, the Giving Cup Golf Tournament. Your support plays a vital role in helping us with our endeavors aimed at Dangberg Home Ranch Historic Park's Youth Education and Activities; Kids and Horses; China Spring Youth Camp; Douglas County School District, and more, with grants through the Minden Rotary Club Foundation. Support to all these organizations would not be possible without generous contributions from people and organizations, like yourself.

To comply with IRS requirements for charitable contributions, we confirm the following:

- Organization or Person's Name: Carson Valley Swim Center
- We are a 501(c)(3) tax-exempt nonprofit organization
- EIN: #75-3092088
- Contribution: Gift Certificate or Swim Pass, valued up to \$84.00
- Date of Contribution: May 17, 2025
- No goods or services were provided in exchange for this contribution.

Your generosity helps us continue our mission and make a lasting difference. We are deeply grateful for your support.

Yours in Rotary,

A handwritten signature in cursive script, appearing to read "Sam Steele".

Sam Steele

President Minden Rotary '24-25'

*For more information about us, or to become more involved, visit our website <https://portal.clubrunner.ca/8448.com>. We meet each Thursday at 11:30 A.M., at the COD Casino in Minden, Nevada.

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

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



CARSON VALLEY ART ASSOCIATION • P. O. BOX 2048 GARDNERVILLE, NV 89410

June 20, 2025

Dear *Carson Valley Swim Center,*

Carson Valley Art Association is in great appreciation for your donation *30 days swim pool.*
during our 2025 June Art Show at the C.V.I.C Hall.

Our association provides scholarships to college students at Western Nevada College who are majoring in Fine Arts as well as giving grants to art teachers in the Douglas County School District. Your raffle donation helps raise funds for future art scholarships and grant opportunities, as well as promotes your business in the community.

Your gift is at work supporting the efforts of those majoring in the arts or are currently teaching our children the various aspects of the arts.

Thank you again,

Ethel Miller

Secretary