

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
August 21st, 2025 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees August 21st, 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 and Trustee Travis Lee.

No Public Comment

AGENDA

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

CONSENT AGENDA ITEM

1a. For possible action. Approval of previous minutes from the General Meeting on July 17th, 2025.

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

ADMINISTRATIVE AGENDA

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

Chairperson DesJardins introduced the item. Harris states that under section 2, our remaining balances show we have \$2,407,455 in our LGIP account as of July 31, 2025. Harris states that everything listed under 2025/2026 Budget has already been approved by the board. We do have a carryover of \$664,279 for the Eastside Expansion from the last fiscal year and we have a carryover of \$8,243 for the Roof Restoration from 22/23 fiscal year. I have adjusted the TRE Splash Pad from \$50,000 to \$100,000 per the board vote. Parking Lot Expansion, Activity Pool upgrade will carry over into the next fiscal year. If you will notice, it appears that we will be in the negative \$(434,488) at the end of this fiscal year. This amount doesn't account for the Ad Valorem taxes. Next month or the month after we will be putting another \$1.3M in this account. I can assure you; we will not be in the negative. McCullough states the generator is in place on the pad. Good to have it out of the parking lot. The completion of the switch gear and the automatic transfer switch, we are still targeting the week of September 15 to be closed for a week. We are waiting for approval from NV Energy. Harris states we have advocated for no closure. We wanted to use temporary power and then put in the new switches. NV Energy denied it. So, we chose closure. We are looking at a full 7 days. Dressel states that Harris and McCullough did their best to work with NV Energy. Biaggi states he is disappointed by the closure. Are there other activities that we can do during those days. Harris states yes, we will be striping the parking lot. Harris adds that she is trying to get Southwest Gas to come in and do the patch work on the parking lot that they need to do after putting in the main gas line. McCullough states we have a change order for Plenum to do some painting on the exterior that we might be able to do that week. As for the roof restoration, the roof work is done. They still have some administrative work to do. They are still doing little touch ups such as drips on the pavers, and the certified payroll isn't done. Until they get these things done, they will not receive the retention of \$8,243 that we have been withholding. HVAC Unit Replacement, should have work being done by the next board meeting or an update as to when the work will be done. Parking lot expansion. We got design drawings from Rob Anderson. We reviewed them and made comments and we will return them to Rob Anderson for revision. We are trying to put concepts on this entire site like a splash pad, lazy river, etc. Harris states that we are looking at 20 new parking spots. Activity Pool Upgrade is next item on the agenda. We have 100% drawings, and need to discuss the timing and the duration.

No Public Comment

3. Discussion Only. Discussion, update and progress report on the Activity Pool Modernization project and toy replacement options.

Chairman DesJardins introduced the item. Harris states the plans are here if board wishes to look at them. Again, the biggest piece is when do we want to go to bid and when do we want to do this project. We need to work with the contractor to understand the impact to this facility. We are going to try and reduce closure as much as possible but if we have to close for safety reasons, we will. If we have to close down, I think this changes the timing of when we do this project. I think we should try to schedule the closure for when the outdoor pool is open. McCullough states we might need to request night work depending on the noise, odor, etc. We may have to schedule the project to Fall or Spring. DesJardins states so as far as when it goes out to bid let's leave it up to the expertise of Harris and McCullough. Harris states that we approved the \$1.2M cost for this project and we already have reduced the scope. We do know that it is going to be a lower number. As we know the impact will come back to the board for more discussion because we always do what's best for the community. McCullough states he would like to have the bidding done and be ready to award the contract and bring it to the board for approved in January. Harris states the toys were installed in 1999 and they have a 20-year life span.

4. Discussion Only. Presentation by Brad Hollander, Founder UVC LLC Viticulture Technologies and discussion using the Swim Center as a test site for a state-of-the-art UV system that would replace our current UV system that is currently in place as the secondary disinfection system and how it could possibly affect the district.

Chairman DesJardins introduced the item. Harris introduced Brad Hollander. The swim center has worked with Hollander several times. Hollander designed the copper that is on our doors. Hollander states that he started his business 49 years ago. He has 11 patents that he has either received or his name is on. I am getting more into treatment of water, such as environmental and health issues. Chloramines have been a long-time issue in every indoor pool facility. Explained how he has developed a new lamp that he calls the monster and have been trying to lower the cost. Looking for a beta site and I think your facility is a great site to install and verify how this system works. We would enter into a long-term agreement where this system would run 24 hours a day. We would then support you at no cost. The only thing you would pay for would be parts. Either Hollander or Long would be able to change out the parts. Duffy asks how do you measure that it is doing its job. Long states combined chlorine. We measure the combined chlorine. You are smelling usable chlorine. Harris states when we have bodies that don't shower and jump in the pool, the chlorine attacks all those foreign bodies and when the chlorine attacks and does its job and dies and releases the gas, that's the chloramines you smell. So, you will be reducing the amount of the gases in the different forms when they are broken down. Hollander continue to explain how the lamp works and mentioned that your facility being the beta site will be great for me because I can watch it and great for you being part of a real-world test and compare results of your current system to the new system. Harris states that chlorine is a standard disinfectant and we will always use chlorine. Clear Comfort is a secondary disinfectant. DesJardins asked what is the duration of the Beta project? Hollander states 2 years. Lee states he wants to make sure we have the proper protocol in place so that we can adjust what we need to adjust. Hollander states we can turn it off whenever we would need to. Biaggi states that he would like to know what's the cost and how long will it last. Harris states that we already buy the UV lamps and will just receive bigger ones for the same price. She further states that there is Partnership Proposal that gives a lot of information. Duffy asks what is the cost. Harris states the goal was to have Hollander here to answer question and talk about the system. I will have harder prices and do an action item for next board meeting.

No Public Comment

5. For Possible Action. Discussion and possible action on the proposals submitted to the district by SA Morgan 394 Consulting, LLC and OnStrategy and award a contract for the Strategic Plan update.

Chairman DesJardins introduced the item. Harris explained we only received two proposals. The third one didn't respond. I invited Scott Morgan and OnStrategy to attend the meeting today. OnStrategy had a

conflict and was unable to attend. Harris introduces Scott Morgan. Biaggi states he sees plus and minus in both proposals. The two approaches are very similar. Both could probably get us to the end point in similar fashion. Morgan's plan gets us there and gets us where we want to be. OnStrategy gives us a little more progress to plan in the process and a little longer term of evaluation of the strategy plan. Whether not that's worth \$30,000 differences, I'm not sure. Lee states that he agrees with Biaggi. I'm grateful that Morgan submitted his proposal. When you are dealing with Strategic planning, it really depends on the facilitator and how much they know about what you do and how much they know about the community. The framework has been well prepared. Morgan states he retired from Douglas County on January 3, 2025. He formed his own LLC; and his first client was Douglas County. He is trying to grow my customer base. His goal is to come up with a plan that will guide you into the future. He is here to serve. He will be a resource and a support for us. Dressel asks are you looking at a 3year, 5-year plan. Morgan states that it's up to you. It depends on the strategic objective. It would be no more than 5 years. What do we want to be in the future? Create measurable strategic objectives. Biaggi states it appears that you would like to get into our IT environment. Morgan states no not at all. This is just some boiler plate language in this document. Biaggi also states that there is no severance clause in your proposal. Morgan states if Harris wants to add something that's fine but I only bill for work I've done. If I don't do work, you don't get billed.

Dressel makes a motion to approve the proposal and award the work for the Strategic Plan update submitted by SA Margan 394 Consulting, LLC. Lee seconded the motion. The motion was unanimously approved.

No Public Comment

6. For Possible Action. Discussion and possible action to approve legislative updates in the Districts Personnel Policies.

Chairman DesJardins introduced the item. Harris mentioned that every two after the Nevada Legislation closes, Pool pact gives us any updates that we need to make in our personnel policies. Thompson is the one who goes thru the updates and works with Pool Pact to get our policies updated. Thompson states that there were only two changes to our existing policies. The section of the policies is listed in your attachment and also the additions to the policies are highlighted in green.

Duffy makes a motion to approve legislative updates as discussed in the District's Personnel Policies. Lee seconded the motion. The motion was unanimously approved.

Public Comment: Roger Johnson ask if the Board members have to have background checks. Harris states no.

7. For Possible Action. Discussion and possible action on possibly modifying Resolution # 18-001, the issuance of lifetime swim passes for current and future trustees.

Chairman DesJardins introduced the item. Dressel states he would like to propose that if a person is elected to a second term, they qualify for a lifetime pass. Biaggi stated not only this board but other boards are scrutinized for their finances very closely. I am not suggesting anything for this board right now but moving forward we might want to look at the lifetime pass policy. It may not be fiscally prudent or appropriate at this time. Duffy states I see where you are going but I also understand that seniors get quite a significant reduction in the price of passes. I would tend to agree with Biaggi. We are also received a stipend. Lee states he was here when we changed the policy to years of services. I think it's a wonderful opportunity that the voters give us to serve. Biaggi states that we should look at the policy for future board members. Harris states that the board trustees haven't always been paid that where the lifetime pass came from. The policy states now that board members and their families get a free pass while the board member is serving. Then when they retire, the family drops off and the retired trustee gets a pass for the number of years on the board. Plus, the stipend went from \$200 per month to \$400 per month. DesJardins states I think the time served pass is good.

Biaggi makes a motion to not change resolution # 18-001, the issuance of lifetime swim passes for current and future trustees. Lee seconded the motion. The motion was approved. Dressel opposed.

8. Discussion Only. Discussion and update on the procedures when filling a Board of Trustee position after a resignation and a farewell to Travis Lee.

Chairman DesJardins introduced the item. Harris thanked Lee for his work on the board. She states he has challenged her many times with his experience in the Parks and Recreation field. She presented him with a card signed by the board trustees and a gift card. Thompson did update the trustees on the procedures for filling a Board of Trustee position.

9. For possible action. Discussion and possible approval of general ledger cash balances, expenditures and investments through July 31st, 2025.

Chairman DesJardins introduced the item. Harris states this is the first month for the new fiscal budget. our total income for July 2025 was \$108,958.04. All three of the aquatic supervisors are going to the NRPA Conference so our travel expenses are a little high because we haven't received our grant money back from Pool Pact for the conference expenses. Our sewer cost is a little high due to the extra drains we put in the lobby. Biaggi asks why is the balance in our checking account so high. Harris states that we pay our payroll out of our checking account. We will have a conference call with our bank to see if we can get some interest on that account.

Lee makes a motion to approve general ledger cash balances, expenditures and investments through July 31st, 2025. Dressel seconded the motion. The motion was unanimously approved.

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

CVSC August 2025 Director's Report

User Attendance: See board binder documents.

- July 2024 Attendance 23,463. July 2025 Attendance was 22,336. (See attached docs)

Programming, Staffing and Training:

- Jaws night for its 50th Anniversary and Shark Week was well attended and the patrons and staff had fun.
- Teen night was well attended and successful.
- Staff recognition and end of summer party was successful with close to 50 in attendance.
- DDST had their successful "High Country" swim meet with close to 350 registered swimmers.
- Paul led the CVSC Lifeguard team along with Claire, Senior Lifeguard as Captain, in the Lifeguard games held at Moana pool in Reno.
- Lesson structure change was well received by our patrons and staff.
- 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:

- Sarah and Justin submitted a session to speak at the Association of Aquatic Professionals (AOAP) conference in Feb.
- Shannon attended the Chambers "Women in Business" monthly event, the ground breaking ceremony for the new Justice Center and the Nevada Women's Fund luncheon.
- Shannon was invited to join the "East Fork Ember Foundation" as a founding Board member supporting the East Fork Fire and Paramedic District.
- Shannon and Sharon T. attended the Pool Pact Special District roundtable.
- Voting for "Best of Carson Valley" started.
- 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 August – John Acosta, Senior Lifeguard
- John was promoted at the beginning of summer and has thrived in his new position. He is reliable, professional, kind and has been a quick learner taking on more responsibility and decision-making capabilities with ease.

Maintenance Updates:

- Dave and his maintenance team are pulled daily 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 replacing 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).

No Public Comment

- 11. Presentation only: Presentation by Board members of requests for matters to be placed on a future agenda for September 25th, 2025.**

CIP
Selection of new Board Trustee
Director's Manual
BradHollander

Public Comment: Douglas Smith commented that it was a pleasure to see the entire process

Motion was made by Lee and seconded by Dressel to adjourn meeting. Motion to adjourn meeting was unanimously approved.