

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

November 18th, 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

1. For Possible Action. Approval of previous minutes from the October 16th, 2025 general meeting.

Motion to Approve Consent Calendar items 1a

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 Discussion and Possible Action. Discussion and adoption of the 2024-2025 Audit Report. (Joan Sciarani-Blake, CPA, Arrighi Blake & Associates, LLC)
4. For Possible Action. Discussion and possible approval of the policy on annual membership pass extensions one time per membership year for major medical procedures.
5. For Discussion. Presentation and discussion on the Director Manual final draft.
6. For Possible Action. Discussion and possible approval of general ledger cash balances, expenditures and investments through October 31st, 2025.
7. Discussion Only. Report from the Swim Center Director:
 - User Attendance
 - Staffing and Programming
 - Marketing and Public Relations Information
 - Employee Recognition
 - Maintenance Updates and Recognition of Maintenance Team
 - Correspondence
8. Presentation Only. Presentation by Board members of requests for matters to be placed on the future agenda for December 18th, 2025.
9. For Discussion and Possible Action. Meeting adjournment.

Copies of the agenda were posted at 4:00pm, Wednesday, November 12th, 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 # 1

Title: Approval of the General Meeting minutes from October 16th, 2025

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

Funding: NA

Recommended Motion: Move to approve the General Meeting minutes from October 16th, 2025

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

**EAST FORK SWIMMING POOL DISTRICT
BOARD OF TRUSTEES
GENERAL MEETING MINUTES
October 16th, 2025 at 9:00 a.m.
Carson Valley Swim Center
1600 Hwy 88, Minden, Nevada**

The Board of Trustees October 16th, 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 Linda Gilkerson.

No Public Comment

AGENDA

Motion by Duffy 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 September 25th, 2025 with change to section 2, 4th line from the bottom which should say: Harris states we had no complaints and the secret is good communications and education. Correction made.

Motion made by Biaggi and seconded by Duffy 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 \$2,225,851 in our Local Government Investment Pool account as of September 30th, 2025. I have recently received an email stating that we are still receiving 4.72% interest on this account. We have received a large AD VALOREM tax payment which will be reflected in next month. A remaining balance of \$529,951 for the Eastside Expansion. On October 17th, Generac will come in and will commission and start up the generator and do some training with the maintenance team. The TRE Splash Pad project is moving along. I spoke to the county and they have met with the company that will be building the splash pad. Gilkerson asks why it states that the splash pad was budgeted for \$50,000 but it states that the remaining amount is \$100,000. DesJardins states that the original suggested amount requested was \$100,000 but board approved \$50,000. The county came back recently and because of inflation, the board approved an additional \$50,000. Dressel states the total amount is due upon completion of the project. The slides are done and look great since they were repainted. McCullough states the Eastside Expansion is 95% done, as Harris mentioned Generac is coming out October 17th. The roof restoration project is completed and we will close that out. Update on the emergency air handling project to replace the HVAC system in the multi-purpose room. It was supposed to start 6-8 weeks from when we contracted with the contractor so it should be any day. The new equipment hasn't arrived yet. We have no failure of the old system yet. Update on the Parking Lot Project; we have the 100% drawing and Anderson's office will be submitting next week to the building department for the approvals. We are going through final review right now and I should have it out to bid in 2-3 weeks. I want to have this contract awarded in the January or February meeting to have it ready to go as soon as the weather turns nice. Could be April but probably May. Harris states the plans are in my office if anyone is interested in seeing them. McCullough states there will be 23 new parking spots and we will rehab the existing parking lot. Biaggi asked, in general how much fill will we be bringing in? McCullough states not much. DesJardins asks will any of those piles of dirt next door be used. McCullough states yes. Update on the Activity Pool Project; the plans are done. We are purchasing the toys from the manufacturer and will have an owner provided contractor install them. We are getting proposals from a few manufacturers. We will save the district money by purchasing directly from the manufacturer. We want this project done in September 2026. We will put it out for bid in January-February 2026. Don't know what kind of interest is out there. If we get no bids, it gives us the right to go directly to the contractor to negotiate. So, we will be contacting Plenum and treat it like a design build or a CMAR project.

Gilkerson asks if you have to take the lowest bid. McCullough states that NRS states you have to take the lowest responsive, responsible bid. So, as long as they submit a bid that meets the requirements of the document, I have to choose them.

No Public Comment:

3. Discussion Only. Discussion and recognition of the maintenance team and there ongoing contributions to the swim centers success.

Chairman DesJardins introduced the item. DesJardins read the background from the Agenda Action Sheet. Harris introduced the maintenance staff which includes Dave Long, Maintenance Supervisor, Jack Stevenson, full time Maintenance Assistant, Lynn Willoughby, part time Maintenance Aide, and Matt Beam, part time Maintenance Aide. They are all our "go to" foundation of this facility. The board and I go over the Capital Improvement Plan and the Asset Management Plan every month and the board wanted to invite the team to a meeting to acknowledge them in person. Supervisor Long states that he and his team take on a lot of projects because of their broad spectrum of knowledge. Harris states that maintenance always comes in under budget. They do lots of research to make sure we are getting the best prices for chemicals, etc. They always go above and beyond. All of the maintenance team are patrons of the swim center as well as employees. They are team players and they communicate well with each other as well as other departments. Biaggi states that he is blown away at the complexity of the job (electrical, plumbing, chemicals). I appreciate the work you guys do and job you do and the knowledge you bring to the facility. I do have one question; we spent money on a blow gun? Stevenson says it must be something for the air compressor. DesJardins states every month when Harris goes over the maintenance budget and we realize what a cost savings you are to this company. Thanks for your dedication. We appreciate you. Duffy states that you have young people who want to jump on board and work here. Harris states that the passion of this facility is one thing we all have. Dressel states I appreciate all you do. Because of your skills sets, you take on big projects such as the replacement of the pool filters thus saving the facility thousands of dollars. Gilkerson states that it is overwhelming to sit here and listen to all you do. I feel the love you all have for this facility. Thank you for all you do.

4. For Possible Action. Discussion and possible approval of the policy on membership pass extensions during facility closures.

Chairman DesJardins introduced the item. Harris states that when we have an unexpected closure, our patrons ask us to extend their passes. This last closure was a Nevada Energy closure and a safety closure. It's out of our control. We don't like to close. It is the board that approves the pass rates. I would like to have a policy on closures. The one time we do approve extending the pass is once a year for a major medical with proof. I maybe do it once a year for one patron. It is a nightmare to extend passes on our system. Biaggi states if you are extending passes for medical reasons, it should probably be in this policy. However, it could be a separate policy. Dressel states it should state that it's at Director's discretion. Gilkerson states what if something happens that the facility is closed for a longer period of time. Dressel states how long were we closed for the Tamarack Fire? It was a safety issue. Harris states not longer than a week because we were housing the firefighters. Duffy states what is the longest we have ever been closed. Harris states we were closed for 8 weeks for Covid. Duffy states can we make annual pass for a duration of 375 days to counteract any potential closures there may be. Biaggi states I think that's an interesting idea. DesJardins states that when we sell a pass let's make sure, we give them a copy of the policy. Harris states I would like a policy in place for reference. Gilkerson likes the idea of extending all passes a couple of days. Harris states that we are only closed on Thanksgiving and Christmas.

Biaggi moves to approve the policy as indicated on the agenda, with some provided language for general exceptions at the discretion of the director and also an additional policy for health-related extensions at the discretion of the director. Dressel seconded the motion. The motion was unanimously approved.

5. For possible action. Discussion and possible approval of general ledger cash balances, expenditures and investments through September 30th, 2025.

Chairman DesJardins introduced the item. Harris states that we are currently 25% into the budget. Our cost recovery for the month is 33%. We are on track for payroll. User fees are a little below. Expenditures look really good. General and Administrative- Dues and subscriptions, we are at 49.9%, that just about the

different professional organizations we belong to and the timing of the annual renewal of those. That will level out. Entry system charges at 41% if you look at the September budget we are under. But they have an annual payment for the software system. That will level out also. Under in utilities. We didn't receive AD VALOREM till October instead of September as we thought it would. Interest income is still high. Biaggi states that State Unemployment is low. Harris states that will get adjusted closer to the end of the year. Gilkerson asks what are employee incentives. Harris states that is our Employee of the Month award and also our employee parties. We have an end of the year summer party and the holiday party. Supply cost has a lot to do with our special events. That will level out.

Gilkerson makes a motion to approve general ledger cash balances, expenditures and investments through September 30th, 2025. Dressel seconded the motion. The motion was unanimously approved.

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

CVSC October 2025 Director's Report

User Attendance: See board binder documents.

- September 2024 Attendance 9,222. September 2025 Attendance was 7,495. (See attached docs)

Programming, Staffing and Training:

- Scott Morgan conducted Board Interviews along with Shannon as part of the Strategic Plan update.
- Pumpkin Patch was held on 10/11 and Haunted Halloween Pool Party is being planned for 10/25.
- 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:

- Chairwoman Sharon DeJardins and Shannon attended the Best Of Carson Valley Luncheon representing the swim center as winners of the "Best Place to Take Your Kids."
- Shannon attended the Critical Issues Conference hosted by the Business Council of Douglas County.
- CVSC Team "Pennywise Pushers" attended the Town of Gardnerville Coffin Races and won 1st place in the race and 1st place for costumes (Eli Lyons, Grant Bruce, Cameron Duffy, Matt Beam, Calvin Stephenson, Tyler Willimas, Lyn Willoughby, Sarah Davenport, Dave Long, Justin Gross and other staff watching and cheering)
- Shannon attended the Nevada Recreation & Parks Society meetings and Pool Pact's Oversight Committee meeting.
- Shannon conducted Mock Interviews at Douglas High School in partnership with DCSD and the Chamber.
- 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 September –

Maintenance Updates:

- 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:

7. **Presentation only: Presentation by Board members of requests for matters to be placed on a future agenda for November 18th, 2025.**

CIP

Annual Pass (medical exception)

Audit

Board Manual

No Public Comment:

Motion was made by Gilkerson 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 #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 2025/2026

Construction Funds Available as of:

Local Government Investment Pool

Oct 31st, 2025
\$ 2,984,317

2025/2026 Projects

Eastside Expansion (24-25 contract carryover - generator, paint)

Roof Restoration ('22-'23 retension)

Parking Lot expansion

Splash Pad - TRE

Activity Pool Upgrade

Project Management (Scott McCullough)

Asset Mang Plan (Reserve Analyst - Slides, AH,)

Contingency

Company	2025/2026 Budget	Contract Amount/ Expense	Remaining Amts. Payable
Plenium / TSK	444,000	664,279	470,124
CTR/Garland		8,243	8,243
	450,000	450,000	423,650
	50,000	100,000	100,000
	1,200,000	1,146,000	1,143,400
Douglas County	15,000	15,000	15,000
Reserve Analyst	448,722	448,722	376,948
Contingency for Asset Mang	40,000	40,000	38,724
'25/'26 Capital Budget	2,647,722	2,872,244	

2,576,089

Remaining Construction Funds Available

\$ 408,228

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #3

Title: For Discussion and Possible Action. Discussion and adoption of the 2024-2025 Audit Report. (Joan Sciarani-Blake, CPA, Arrighi Blake & Associates, LLC)

Background: The East Fork Swimming Pool District Board of Trustees annually reviews and adopts the Audit report and findings.

Funding: NA

Recommended Motion: Move to approve the adoption of the 2024-2025 Audit Report.

Trustee Action:

_____	Approved
_____	Denied
_____	No Action
_____	Other

**EAST FORK SWIMMING POOL DISTRICT
JUNE 30, 2025**

**EAST FORK SWIMMING POOL DISTRICT
JUNE 30, 2025**

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Independent Auditor's Report

To the Board of Trustees of East Fork Swimming Pool District
Minden, Nevada

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activity East Fork Swimming Pool District (the "District") as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedule of Changes in Total OPEB Liability and Related Ratios, Schedule of the District's Proportionate Share of the Net Pension Liability and the Schedule of the District's Contributions on pages 3-6 and pages 25-27, respectively, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated November 10, 2025 on our consideration of East Fork Swimming Pool District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Yerington, Nevada
November 10, 2025

Arrighi, Blake & Associates, LLC

**East Fork Swimming Pool District
Management Discussion and Analysis
For the year ended June 30, 2025**

This section of the East Fork Swimming Pool District annual financial report presents a discussion and analysis of the District's financial performance comparing the fiscal years ended June 30, 2025 and 2024. We encourage readers to read this information in conjunction with the financial statements and notes to gain a more complete picture of the information presented. The District oversees the Carson Valley Swim Center.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of the following:

Statement of Net Assets - provides a picture of the assets and liabilities of the District at the end of its fiscal year, along with the difference between assets and liabilities, which is referred to as net assets.

Statement of Revenues, Expenses and Changes in Net Assets - shows the revenues and expenses that resulted from the District's operations during the fiscal year, regardless of when cash is received or paid, or how those results of operations affected net assets of the District.

Statement of Cash Flows - presents a summary of cash balances at the beginning of the period, increases and decreases in cash during the period, and the balance of the District's cash at the end of the period.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

Financial Highlights

The chart below provides a summary of the basic financial statements:

East Fork Swimming Pool District
Management Discussion and Analysis
For the year ended June 30, 2025 (Continued)

	District June 30 Totals (000's)	
	2025	2024
Net Assets		
Assets:		
Cash and other assets	\$ 3,169	\$ 3,926
Capital assets	10,031	7,969
Total assets	13,200	11,895
Deferred pension outflows	556	313
Liabilities:		
Current liabilities	444	264
Noncurrent liabilities	1,409	1,306
Total liabilities	1,853	1,570
Deferred pension inflows	250	182
Net Position:		
Invested in capital assets	10,031	7,969
Unrestricted	1,625	2,486
Total net position	\$ 11,653	\$ 10,455
Changes in Net Position		
Revenues:		
User fees and sales	642	653
Ad valorem taxes	3,387	3,137
Grant revenue	10	10
Other income	1	
Interest earnings	180	162
Total revenue	4,220	3,962
Expenses:		
Operating expense	3,022	2,881
Change in net position	\$ 1,198	\$ 1,081

**East Fork Swimming Pool District
Management Discussion and Analysis
For the year ended June 30, 2025
(Continued)**

1. The District's investment in banks, certificates of deposits, and the State of Nevada Local Investment Government Pool was \$ 3,108,688 as of June 30, 2025. This compares to a total of \$3,856,029 as of June 30, 2024.
2. Revenues from user fees and merchandise sales were \$641,672 during fiscal year 2024-2025. This compares to \$653,486 for 2023-2024 for a decrease of \$11,814.
3. The District's 2024-2025 total operating costs included \$1,847,899 for personnel and \$698,427 for services and supplies for a total of \$3,021,903 compared to the prior fiscal year of \$2,881,365.
4. The District's operating expenses of \$3,021,903 came in under the approved budget operating expense of \$3,166,658.

Operating Fund Ad Valorem Tax Rate

The tax rate for fiscal year 2024-2025 is 0.1300.

Capital Assets

The Nevada Department of Taxation requires the District to have a five-year capital improvement plan. The District knows that many capital expense projects will need to be done in future years but the exact year that each project will be done in is unknown. At the same time, unexpected capital projects may occur that were not anticipated.

- The District completed Eastside Expansion project that consisted of Lobby expansion, Concession expansion, Maintenance yard improvements, roof restoration, addition of snow fencing to the roof, CMU restoration and exterior painting and the addition of a generator to protect assets.
- Committed \$100K in an interlocal agreement with the County to build a splash pad in Topaz Ranch Estates (TRE).

**East Fork Swimming Pool District
Management Discussion and Analysis
For the year ended June 30, 2025
(Continued)**

Summary

During the 2024-2025 fiscal year, the Carson Valley Swim Center was maintained in a clean and like new condition while offering a wide range of aquatic programs and extensive hours of operation will adhering to the pandemic mandates set forth by Governor Sisolak. Attendance for the year was approximately 87,000. There were some significant variations in expenses compared to the budget driven by COVID-19 safety protocols that were put into place. Capital improvement plans for 2024-2025 were used with existing funds. The vacant land purchase was completed using a combination of existing funds and the issuance of a single General Obligation- Medium Term Bond. Your Carson Valley Swim Center is financially sound and operating cost effectively, while providing a first-class water recreational experience for area residents.

Requests for Information

This financial report is designed to provide a general overview of East Fork Swimming Pool District's finances for those interested. Questions concerning any of the information provided in this report or requests for additional financial information can be addressed to the East Fork Swimming Pool District, P.O. Box 1972, Minden, Nevada or by calling (775) 782-8841.

Shannon Harris
Director

EAST FORK SWIMMING POOL DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2025

ASSETS

Current Assets:

Cash and investments	\$ 3,108,688
Accounts receivable	1,954
Taxes receivable	33,428
Prepaid expense	14,692
Inventory	<u>10,562</u>

Total Current Assets	<u>3,169,324</u>
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Noncurrent Assets:

Capital assets, net	<u>10,030,878</u>
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Total Assets	<u>13,200,202</u>
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DEFERRED OUTFLOWS OF RESOURCES

Deferred pension outflows	<u>556,295</u>
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LIABILITIES

Current Liabilities:

Accounts payable	98,638
General obligation medium term bond	120,000
Accrued payroll and benefits	193,481
Compensated absences	<u>32,095</u>

Total Current Liabilities	<u>444,214</u>
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Noncurrent Liabilities:

Note payable	126,000
Compensated absences, due after one year	10,698
Other postemployment benefits liability	22,386
Net pension liability	<u>1,250,010</u>

Total Noncurrent Liabilities	<u>1,409,094</u>
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Total Liabilities	<u>1,853,308</u>
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DEFERRED INFLOWS OF RESOURCES

Deferred pension inflows	<u>250,070</u>
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NET POSITION

Invested in capital assets	10,030,878
Unrestricted	<u>1,622,241</u>

Total Net Position	<u><u>\$ 11,653,119</u></u>
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The accompanying notes are an integral part of these financial statements.

**EAST FORK SWIMMING POOL DISTRICT
SWIMMING POOL ENTERPRISE FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION
FOR THE YEAR ENDED JUNE 30, 2025**

OPERATING REVENUES	
User fees	\$ 581,766
Merchandise sales	<u>59,906</u>
Total Operating Revenues	<u>641,672</u>
OPERATING EXPENSES	
Salaries and benefits	1,847,899
Services and supplies	698,427
Interest expense	4,774
Depreciation	<u>470,803</u>
Total Operating Expenses	<u>3,021,903</u>
Operating Loss	<u>(2,380,231)</u>
NONOPERATING REVENUES (EXPENSES)	
Ad valorem taxes	3,387,137
PACT grant revenue	10,000
Other income	1,225
Interest earnings	<u>179,519</u>
Total Nonoperating Revenues (Expenses)	<u>3,577,881</u>
Change in Net Position	1,197,650
Net Position, July 1	<u>10,455,469</u>
Net Position, June 30	<u>\$ 11,653,119</u>

The accompanying notes are an integral part of these financial statements.

**EAST FORK SWIMMING POOL DISTRICT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2025**

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash received from users	\$ 642,032
Cash paid for salaries and benefits	(1,687,473)
Cash paid for services and supplies	(625,096)
Interest paid	(4,774)

Net Cash Provided (Used) by Operating Activities	(1,675,311)
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CASH FLOWS FROM NONCAPITAL

FINANCING ACTIVITIES:

Ad valorem taxes received	3,389,650
PACT grant revenue	10,000
Other income	1,225

Net Cash Provided (Used) by Noncapital Financing Activities	3,400,875
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**CASH FLOWS FROM CAPITAL AND
RELATED FINANCING ACTIVITIES:**

Principal on note payable	(120,000)
Acquisition of capital assets	(2,532,424)

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received	179,519
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Net Increase (Decrease) in Cash	(747,341)
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CASH AND CASH EQUIVALENTS, July 1	3,856,029
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CASH AND CASH EQUIVALENTS, June 30	\$ 3,108,688
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**RECONCILIATION OF OPERATING INCOME
(LOSS) TO NET CASH PROVIDED (USED)
BY OPERATING ACTIVITIES:**

Operating income (loss)	\$ (2,380,231)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Depreciation	470,803
(Increase) decrease in:	
Accounts receivable	360
Prepaid expense	267
Inventory	5,984
Increase (decrease) in:	
Accounts payable	67,080
Accrued payroll and benefits	160,426

Net Cash Provided (Used) by Operating Activities	\$ (1,675,311)
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The accompanying notes are an integral part of these financial statements.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 1 - Summary of Significant Accounting Policies:

The accompanying financial statements of East Fork Swimming Pool District (the "District") have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP), as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and reporting. The GASB periodically updates its codification of the existing Governmental and Financial Reporting Standards, which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units.

Reporting Entity:

The East Fork Swimming Pool District (the "District") was created by a majority vote of the electors of the East Fork Township at a general election on November 4, 1958 and declared organized by District Judge Richard R. Hanna on November 21, 1958. On September 17, 1977 the Douglas County Board of Commissioners (the "Commission") by Resolution No. 77-41 placed the District in an inactive status and transferred its operation to Parks and Recreation. The Commission, by Resolution No. 86-16 reactivated the District on April 3, 1986. The District's purpose was to construct and operate a swimming pool facility to replace the old facility. The service area of the District (approximately 624 square miles) is that portion of Douglas County consisting of Gardnerville, Minden, Genoa, and Topaz Ranch Estates. The District currently maintains and operates the Carson Valley Swim Center in Minden, Nevada.

The Board of Trustees of the East Fork Swimming Pool District consists of citizens of the District who are elected for four-year staggered terms.

Basis of Accounting:

The District's activities are accounted for as an enterprise fund (proprietary fund type). A fund is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of the governmental entity. Activities of enterprise funds resemble activities of business enterprises; the purpose is to obtain and use economic resources to meet its operating objectives. The financial statements for the District are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recognized at the time they are earned and expenses are recognized when the related liabilities are incurred.

A proprietary fund distinguishes operating revenue and expenses from nonoperating items. Operating revenues and expenses generally result from an exchange transaction such as providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Nonoperating revenues result from nonexchange transactions or ancillary services.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

The District applies all applicable GASB pronouncements in accounting and reporting for proprietary activities, as well as all Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board (APB) Opinions, and Accounting Research Bulletins (ARB's) of the Committee of Accounting procedures, (unless those pronouncements conflict with or contradict GASB pronouncements) issued on or before November 30, 1989 in accounting and reporting its operations.

Property Taxes:

All real property in the District is assigned a parcel number in accordance with state law, with each parcel being subject to physical reappraisal every five years. A factoring system is used to adjust the appraised value during the years between physical appraisals. The valuation of the property and its improvements is computed at 35% of "taxable value" as defined by statute. The amount of tax levied is developed by multiplying the assessed value by the tax rate applicable to the area in which the property is located. The maximum tax rate was established in the State Constitution at \$5.00 per hundred dollars of assessed valuation; however, as a result of legislative action the tax rate was further limited to \$3.66 per \$100.00 of assessed valuation, except in cases of severe financial emergency as defined in NRS 354.705.

Taxes on real property are a lien on the property and attach on July 1 (the levy date) of the year for which the taxes are levied.

Taxes may be paid in four installments payable on the third Monday in August, and the first Monday in October, January, and March. Penalties are assessed if a taxpayer fails to pay an installment within ten days of the installment due date. After a two year waiting period, if the taxes remain unpaid, a tax deed is issued conveying the property to Douglas County with a lien for back taxes and accumulated charges. Redemption may be made by the owner and such persons as described by statute by paying all back taxes and accumulated penalties, interest and costs before sale.

Secured roll property taxes receivable reflect only those taxes receivable from the last two delinquent roll years. Delinquent taxes from all roll years prior to fiscal year 2022-23 have been written off.

Budgets and Budgetary Accounting:

The District adheres to the Local Government Budget and Finance Act incorporated within the statutes of the State of Nevada, which include the following procedures to establish the budgetary data, which is reflected in these financial statements.

1. On or before April 15, the Board of Trustees of the District files a tentative budget with the Nevada Department of Taxation.
2. Public hearings on the tentative budget are held in May.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

3. Prior to June 1, at a public hearing, the Board indicates changes, if any, to be made to the tentative budget and adopts a final budget by the favorable vote of a majority of the members of the Board. The final budget must then be forwarded to the Nevada Tax Commission for final hearings and approval.
4. Formal budgetary integration in the financial records is employed to enhance management control during the year.
5. The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP), and appropriations lapse at year end.
6. Budget amounts may be transferred if amounts do not exceed the original budget. Budget augmentations in excess of original budgetary amounts may not be made without prior approval of the Board of Trustees following a scheduled and noticed public hearing. The budget was not augmented during the year.
7. In accordance with State Statute, actual expenditures may not exceed appropriations in the fund, except as permitted by law by NRS 354.626.

Cash and Investments:

For the purposes of the statement of cash flows presented for proprietary funds, cash equivalents are defined as short-term, highly liquid investments, generally with original maturities of three months or less.

Investments are recorded at fair value.

Pursuant to NRS 355.167 and 355.170, the District may only invest in the following types of securities:

- United States bonds and debentures maturing within ten (10) years from the date of purchase.
- Bills and notes of the United States Treasury and obligations of an agency or instrumentality of the United States of America or a corporation sponsored by the government maturing within ten (10) years from the date of purchase.
- Negotiable certificates of deposit from commercial banks and insured credit unions or savings and loan associations.
- Certain securities issued by local governments of the State of Nevada.
- State of Nevada Local Government Investment Pool.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

- Other securities expressly provided by other statutes, including repurchase agreements.
- Certain banker's acceptances, commercial paper issued by a corporation organized and operating in the United States, and Money Market Mutual Funds.

Capital Assets:

Capital assets are reported in the basic financial statements. Assets are recorded at historical cost or estimated historical cost. Contributed assets are recorded at their estimated fair market value at the date of donation. The District has set a capitalization policy of \$5,000 for all classifications of capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation is computed using the straight-line method over the following estimated useful lives:

Pool Facility	5-30 Years
Equipment	5-10 Years

Net Position:

In the Statement of Net Position, equity is classified as net assets displayed in two components:

- **Invested in capital assets**-consists of capital assets, net of accumulated depreciation.
- **Unrestricted net assets**-All other net assets that do not meet the definition of the above category.

Inventory:

Inventory is valued at the lower of cost (first-in, first-out) or market. Inventory in the Statement of Net Assets includes consumable supplies and materials used for maintenance of the water pool facility and aquatic merchandise and concession food items held for resale.

Accounts Receivable:

The District makes no provision for user fees receivable. Adequate legal remedies are presently available to enforce the collection of such taxes as well as user fees, and any amounts which may ultimately prove uncollectible should not be material in amount.

Compensated Absences:

In proprietary funds, compensated absences are recorded when the liabilities are incurred.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Cash and Cash Equivalents:

For purposes of the statement of cash flows, cash equivalents include time deposits, certificates of deposit, all highly liquid debt instruments with original maturities of three months or less and investments in pool accounts which are available upon request.

Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2 – Stewardship, Compliance and Accountability:

- The District conformed to all significant statutory and code requirements on its financial administration during the year.

NOTE 3 – Cash and Investments:

As of June 30, 2025, the District had the following investments and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)	
		Less than 1	1 to 5
State of NV Local Government Investment Pool*	\$ 2,697,616	\$ 2,697,616	\$ -
Total Cash (Carrying Amount)	411,072	411,072	-
 Total Cash and Investments	 \$ 3,108,688	 \$ 3,108,688	 \$ -

*Average weighted maturity is 49.5 days.

The District is a voluntary participant in the State of Nevada Local Government Investment Pool (LGIP), which has regulatory oversight from the Board of Finance of the State of Nevada. The District's investment in the LGIP is equal to its original investment plus monthly allocation of interest income and realized and unrealized gains and losses, which is the same as the value of pool shares. The District's investment in LGIP is reported at fair value.

Nevada Revised Statutes (NRS 355.170) set forth acceptable investments for Nevada local governments. The District has not adopted a formal investment policy that would further limit its exposure to certain risks as set forth below:

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Interest Rate Risk – Interest rate risk is the risk of possible reduction in the value of a security, especially a bond, resulting from a rise in interest rates. As noted above, the District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates beyond those specified in the Statute.

Credit Risk – Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation and is a function of the credit quality ratings of investments. The State of Nevada Investment Pool is unrated, and as noted above, the District does not have a formal investment policy that specifies minimum credit ratings.

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned. The District's bank deposits are covered by FDIC insurance and collateralized by the Office of the State Treasurer/Nevada Collateral Pool.

NOTE 4 – Risk Management:

The District purchases commercial insurance for various risks of loss related to torts, errors and omissions and theft, damage to, and destruction of assets. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 5 – Subsequent Events:

Management has evaluated subsequent events through November 10, 2025, which is the date these financial statements were available to be issued and these financial statements have not been updated for subsequent events occurring after that date.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 6 – Capital Assets:

A summary of changes in capital assets for the year ended June 30, 2025 follows:

	<u>Balance July 1, 2024</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2025</u>
Capital assets, not being depreciated				
Land	\$ 1,353,232	\$ -	\$ -	\$ 1,353,232
Construction in progress	<u>360,675</u>	<u>-</u>	<u>297,935</u>	<u>62,710</u>
Total capital assets not being depreciated	<u>1,713,907</u>	<u>-</u>	<u>297,965</u>	<u>1,415,942</u>
Capital assets, being depreciated:				
Pool	13,702,663	2,777,173	-	16,479,836
Equipment	<u>2,788,023</u>	<u>53,216</u>	<u>-</u>	<u>2,841,239</u>
Total capital assets being depreciated	<u>16,490,686</u>	<u>2,830,358</u>	<u>-</u>	<u>19,321,075</u>
Less accumulated depreciation for:				
Pool	(8,916,357)	(410,133)	-	(9,326,490)
Equipment	<u>(1,318,979)</u>	<u>(60,670)</u>	<u>-</u>	<u>(1,379,649)</u>
Total accumulated depreciation	<u>(10,235,336)</u>	<u>(470,803)</u>	<u>-</u>	<u>(10,706,139)</u>
Total capital assets, net	<u>\$ 7,969,257</u>	<u>\$ 2,359,586</u>	<u>\$ 297,965</u>	<u>\$ 10,030,878</u>

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

NOTE 8 – Long-term Liabilities:

	Balance July 1, 2024	Additions	Reductions	Balance June 30, 2025	Due Within One Year
General obligation medium term bond- Series 21	\$ 366,000	\$ -	\$ 120,000	\$ 246,000	\$ 122,000
Compensated absences	34,883	7,910		42,793	32,095
Other postemployment benefits	20,263	2,123	-	22,386	-
Net pension liability	1,031,314	218,696	-	1,250,010	-
	<u>\$1,452,460</u>	<u>\$ 228,729</u>	<u>\$ 120,000</u>	<u>\$ 1,561,189</u>	<u>\$ 154,095</u>

Debt service requirements on long-term debt at June 30, 2025, are as follows:

Year Ending June 30,	Principal	Interest	Total Annual Payments
2026	122,000	2,886	124,886
2027	124,000	967	124,967
	<u>\$ 366,000</u>	<u>\$ 8,627</u>	<u>\$ 374,627</u>

The District purchased a vacant parcel adjacent to the primary facility on November 11, 2021 for \$1,353,232. The District used a combination of existing funds and the issuance of General Obligation Medium-Term Bond, Series 2021 for the purchase. The bond has a principal amount of \$246,000, payable over 2 remaining years with an interest rate of 1.56% per annum.

NOTE 9 – Postemployment Health Care Plan:

Plan Descriptions: East Fork Swimming Pool District administers a single-employer defined benefit healthcare plan. The plan provides medical, vision, dental, and life insurance benefits to eligible retired East Fork Swimming Pool District's employees and beneficiaries.

Benefit provisions for the plan are established pursuant to NRS 287.023. NRS 288.150 assigns the authority to establish benefit provisions to the Board of Trustees. The plan provides healthcare insurance for eligible retirees and their beneficiaries through East Fork Swimming Pool District's group health insurance plan, which covers both active and retired members. Under NRS 287.023, eligible retirees are able to participate in the plan with blended rates, thereby benefitting

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

from an implicit subsidy. Retirees are required to pay 100% of their premiums under the plan. As of June 30, 2025, no retirees were using this plan. The plan does not issue a publicly available financial report.

Funding Policy: The District pays the full cost of active employee coverage. Employees pay the full cost of any optional dependent care coverage and retirees pay the full cost of their personal and dependent coverage. Claims experience of employees and retirees are pooled when determining premiums and retiree and active employees pay the same rates resulting in an "implicit" subsidy of retirees' cost by active employees. Following is the number of inactive and active employees eligible for benefits at June 30, 2023:

Inactive employees currently enrolled	4
Active employees enrolled	7

A separate plan is not issued for the plan.

Total OPEB Liability: Following is the District's total OPEB liability that was measured and determined by an actuarial valuation as of June 30, 2025.

District Plan	\$22,386
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Actuarial Methods and Assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits in force at the valuation date and the pattern of sharing benefit costs between the District and the plan members to that point. Projections of benefits for financial reported purposes do not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the employer and plan members in the future. Actuarial calculations reflect long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculation.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Significant methods and assumptions used in the June 30, 2025 actuarial valuation were as follows:

Valuation date	June 30, 2025
Funding method	Entry Age Normal Cost, closed group, level percent of pay
Asset valuation method	N/A-No OPEB trust established
Discount rate (S & P General Obligation Municipal Bond 20 Year High Grade Index	5.20% as of June 30, 2025 4.21% as of June 30, 2024
Participants valued District Plan	Only current active employees and retired participants and covered spouses are valued. No future entrants are considered
Actuarial assumptions:	
Projected salary increase	3.0%
General inflation rate	2.50%
Healthcare cost trend rates	9.3% in 2026 to 3.9% in 2075 thereafter

Mortality:

The mortality rates were described in the June 30, 2023 actuarial valuation of the Nevada PERS program as being reasonably representative of mortality experience as of that measurement date. Non-disabled life rates for Regular employees:

Males: PUB 2010 Tables

Females: PUB 2010 Tables

Mortality Improvement: The mortality rates described above were then adjusted to to anticipate future mortality improvement by applying MacLeod Watts Scale 2022 from 2010 forward, on a fully generational basis.

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Changes in Total OPEB Liability

	<u>District</u>
Balance at June 30, 2023	\$ 20,263
Changes for the year:	
Service cost	\$ 2,035
Interest	917
Plan Experience	3,343
Changes of assumptions	(3,129)
Benefit payments	<u>(1,043)</u>
Net Change	<u>2,123</u>
Balance at June 30, 2024	<u>\$ 22,386</u>

Sensitivity of the total OPEB liability to changes in the discount rate:

The following presents the District's total OPEB liability calculated using the discount rate of 5.20 percent, as well as what the District's OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.20%) or 1-percentage-point higher (6.20%) than the current rate:

<u>1% Decrease</u>	<u>Current</u> <u>Discount Rate</u>	<u>1% Increase</u>
4.20%	5.20%	6.20 %
\$ 24,598	\$ 22,386	\$ 20,451

Sensitivity of the total OPEB liability to changes in the healthcare cost trend:

The following presents the District's total OPEB liability, as well as what the District's OPEB liability would be if it were calculated using a healthcare cost trend rates that 1-percentage-point lower or 1-percentage-point higher than the current rate:

<u>1% Decrease</u>	<u>Current Trend</u> <u>Rate</u>	<u>1% Increase</u>
8-9%	9-10%	10-11%
\$ 20,410	\$ 22,386	\$ 24,811

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB:

For the year ended June 30, 2025, the District recognized OPEB income of \$2,977. At June 30, 2025, the District reported deferred inflows of resources related to OPEB from changes in assumptions and plan experience in the District's Plan of \$26,319. The District will recognize the deferred resources as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2025	\$ (5,093)
2026	(5,157)
2027	(4,531)
2028	(4,046)
2029	(3,468)
Thereafter	(4,024)
	<u>\$ (26,319)</u>

NOTE 10 – Defined Benefit Pension Plan:

Plan Description. All permanent full time employees are provided pensions through the Public Employees Retirement Plan (PERS). The plan is a multiple employer defined benefit pension plan administered by the Public Employees Retirement System of the State of Nevada (PERS). Chapter 286 of the Nevada Revised Statutes (NRS) establishes a governing board, appointed by the Governor that is responsible for managing the System, including arranging for a biennial actuarial valuation and adoption of actuarial tables and formulas prepared and recommended by the actuary.

Benefits Provided. Benefits, as required by the Nevada Revised Statutes (NRS or statute), are determined by the number of years of accredited service at time of retirement and the members' highest average compensation in any 36 consecutive months with special provisions for members entering the System on or after January 1, 2010. Benefit payments to which participants or their beneficiaries may be entitled under the plan include pension benefits, disability benefits, and survivor benefits.

Monthly benefit allowances for members are computed as 2.5% of average compensation for each accredited year of service prior to July 1, 2001. For service earned on and after July 1, 2001, this multiplier is 2.67% of average compensation. For members entering the System on or after January 1, 2010, there is a 2.5% service time factor and for regular members entering the system on or after July 1, 2015, there is a 2.25% factor. The system offers several alternatives to the unmodified service requirement allowance which, in general, allow the retired employee to accept a reduced service retirement allowance payable monthly during his or her lifetime and various optional monthly payments to a named beneficiary after his or her death. Post-retirement increases are provided by authority of NRS 286.575-.579.

Regular members are eligible for retirement at age 65 with five years of service, at age 60 with ten years of service, or at any age with thirty years of service. Regular members entering the

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

System on or after January 1, 2010, are eligible for retirement at age 65 with five years of service, or age 62 with ten years of service, or any age with thirty years of service.

The normal ceiling limitation on monthly benefit allowances is 75% of average compensation. However, a member who has an effective date of membership before July 1, 1985, is entitled to a benefit of up to 90% of average compensation. Regular members become fully vested as to benefits upon completion of five years of service.

Contributions. The authority for establishing and amending the obligation to make contributions, and member contribution rates is set by statute. The contribution rates are based on biennial actuarial valuations and expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. New hires, in agencies which did not elect the Employer-Pay Contribution (EPC) plan prior to July 1, 1983 have the option of selecting one of two contribution plans. One plan provides for matching employee and employer contributions, while the other plan provides for employer-pay contributions only. Under the matching Employee/Employer Contribution plan a member may, upon termination of service for which contribution is required, withdraw employee contributions which have been credited to their account. All membership rights and active service credit in the System are canceled upon withdrawal of contributions from the member's account. If EPC was elected, the member cannot convert to the Employee/Employer Contribution plan.

East Fork Swimming Pool District has elected the EPC plan for all employees. The District's contributions to the plan totaled \$198,978 for the year ended June 30, 2024 of which 50% or \$99,489 is considered employees contributions for reporting purposes. Total contributions were based on a rate of 33.50% of covered compensation.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2024, the District reported a liability of \$1,250,010 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension relative to the projected contributions of all participating employers for the year ended June 30, 2024. At June 30, 2024, the District's proportion was .00692% compared to .00565% at June 30, 2023.

For the year ended June 30, 2025, the District recognized pension expense of \$148,900. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 265,185	\$ -
Changes of assumptions	80,658	-
Net difference between projected and actual earnings on pension plan investments	-	123,142
Changes in proportion and differences between actual and proportionate share of contributions	187,108	77,265
District contributions subsequent to the measurement date	78,869	-
Total	\$ 370,114	\$ 200,407

\$78,869 reported as deferred outflows related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Amount
2026	\$ (45,957)
2027	(165,639)
2028	(46,318)
2029	(28,875)
2030	(45,755)
Thereafter	-
	\$ (332,544)

Actuarial Assumption. The total pension liability in the June 30, 2024 actuarial valuation was determined using the following assumptions, applied to all periods including the measurement:

Inflation	2.50%
Payroll growth	5.0%, including inflation
Investment rate of return	7.25%
Productivity pay increases	0.5% Plus
Salary increases	
Regular	4.20% to 9.10%
Consumer Price Index	2.75%
Other assumptions	Same as those used in the June 30, 2021 funding actuarial valuation

EAST FORK SWIMMING POOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025

Investments: The Board evaluates and establishes expected real rates of return (expected returns, net of investment expenses and inflation) for each asset class. The Board reviews these capital market expectations annually. The PERS current long-term geometric expected real rates of return for each asset class included in the plan's investment portfolio as of June 30, 2024 are included in the following table:

Asset Class	Target Allocation	Long-Term Geometric Expected Real Rate of Return*
U.S. Stocks	34%	5.50%
International Stocks	14%	5.50%
U.S. Bonds	28%	2.25%
Private Markets	12%	6.65%
Short-term Investments	12%	0.5%

*As of June 30, 2024, PERS' long-term inflation assumption was 2.50%.

Discount rate. The discount rate used to measure the total pension liability was 7.25% as of June 30, 2024. The projection of cash flows used to determine the discount rate assumed plan contributions will be made in amounts consistent with statutory provisions and recognizing the plan's current funding policy and cost-sharing mechanism between employers and members. For this purpose, all contributions that are intended to fund benefits for all plan members and their beneficiaries are included, except that projected contributions that are intended to fund the service costs for future plan members and their beneficiaries are not included.

Sensitivity of the District's proportionate share of the net pension liability to changes in the discount rate. The following represents the District's proportionate share of the net pension liability calculated using the discount rate of 7.25% as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current discount rate:

	1% Decrease 6.25%	Current Rate 7.25%	1% Increase 8.25%
District's net pension liability	\$2,010,167	\$1,250,010	\$622,872

EAST FORK SWIMMING POOL DISTRICT
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
June 30, 2025, 2024, 2023, and 2022

East Fork Swimming Pool Health Benefits Plan	2025	2024	2023	2022
Total OPEB Liability				
Service cost	\$ 2,035	\$ 2,005	\$ 2,720	\$ 3,712
Interest	917	830	2,065	1,352
Benefit payments	(1,043)	(1,053)	(1,008)	(5,857)
Unexpected Changes	214	(147)	(33,434)	(12,161)
Net Change in total OPEB Liability	2,123	1,635	(29,657)	(12,954)
Total Liability, July 1	20,263	18,628	48,285	61,239
Total Liability, June 30	<u>\$ 22,386</u>	<u>\$ 20,263</u>	<u>\$ 18,628</u>	<u>\$ 48,285</u>
Covered employee payroll	572,818	\$ 539,754	\$ 438,387	\$ 456,156
Total liability as a percentage of covered-employee payroll	3.91%	3.75%	4.25%	10.59%

Notes to Schedule:

Changes to assumptions and other inputs reflect the effects of changes in the discount rate each period. (The Discount rate was used to determine the July 1, 2025 values was 4.20%)

Applicable discount rates	5.20%	4.21%	4.13%	4.09%
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EAST FORK SWIMMING POOL DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2025

Schedule of the District's Proportionate Share of the Net Pension Liability
Last 10 Fiscal Years

	Last 10 Fiscal Years*									
	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016	FY 2015
District's proportion of the net pension liability (asset)	0.00692%	0.00565%	0.00624%	0.00563%	0.00581%	0.00654%	0.00624%	0.00713%	0.00974%	0.00922%
District's proportionate share of the net pension liability (asset)	1,250,010	1,031,314	1,126,751	513,449	808,815	892,383	851,268	948,659	1,310,584	1,056,323
District's covered-employee payroll	572,818	539,754	438,387	456,156	407,986	470,129	452,047	384,938	462,830	608,808
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	218.22%	191.07%	257.02%	112.56%	198.25%	189.82%	188.31%	246.44%	283.17%	173.51%
Plan fiduciary net position as a percentage of the total pension liability	78.11%	76.16%	75.12%	86.51%	71.22%	79.68%	72.20%	72.19%	75.48%	75.10%

*Amounts presented above were determined as of 6/30. Additional years will be presented as they become available.

EAST FORK SWIMMING POOL DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2025

Schedule of the District's Contributions

Last 10 Fiscal Years*

	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016	FY 2015
Statutorily required employer contribution	\$ 99,489	\$ 65,409	\$ 68,647	\$ 58,931	\$ 50,101	\$ 54,726	\$ 55,472	\$ 51,959	\$ 82,572	\$ 46,908
Contributions in relation to the actuarially determined contribution	99,489	65,409	68,647	58,931	50,101	54,726	55,472	51,959	82,572	46,908
Contribution deficiency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District's covered employee payroll	\$572,818	\$539,754	\$438,387	\$456,156	\$407,986	\$470,129	\$452,047	\$384,938	\$462,830	\$608,808
Contributions as a percentage of covered-employee payroll	17.37%	12.12%	15.66%	12.92%	12.28%	11.64%	12.27%	13.50%	17.84%	15.41%

*Amounts presented above were determined as of 6/30. Additional years will be presented as they become available.

**EAST FORK SWIMMING POOL DISTRICT
SWIMMING POOL ENTERPRISE FUND
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION - BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2025
(WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2024)**

	FINAL BUDGET	ACTUAL	VARIANCE	2024
OPERATING REVENUES				
User fees	\$ 640,650	\$ 581,766	\$ (58,884)	\$ 586,645
Merchandise sales	91,555	59,906	(31,649)	66,841
Total Operating Revenues	732,205	641,672	(90,533)	653,486
OPERATING EXPENSES				
Salaries and benefits	1,894,905	1,847,899	47,006	1,688,365
Services and supplies	766,979	698,427	68,552	711,864
Interest expense	4,774	4,774	-	6,630
Depreciation	500,000	470,803	29,197	474,506
Total Operating Expenses	3,166,658	3,021,903	144,755	2,881,365
Operating Income (Loss)	(2,434,453)	(2,380,231)	54,222	(2,227,879)
NONOPERATING REVENUES (EXPENSES)				
Ad valorem taxes	3,054,254	3,387,137	332,883	3,137,164
PACT grant revenue	15,000	10,000	(5,000)	10,344
Other income	-	1,225	1,225	35
Debt servicing	(120,000)	-	-	-
Interest earnings	80,000	179,519	99,519	161,354
Total Nonoperating Revenues (Expenses)	3,029,254	3,577,881	428,627	3,308,897
Change in Net Position	\$ 594,801	1,197,650	\$ 482,849	1,081,018
Net Position, July 1		10,455,469		9,374,451
Net Position, June 30		\$11,653,119		\$10,455,469



Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and
Other Matters Based on an Audit of Financial Statements Performed
In Accordance with *Government Auditing Standards*

To the Board of Trustees of
East Fork Swimming Pool District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activity of East Fork Swimming Pool District (the "District") as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the East Fork Swimming Pool District's basic financial statement and have issued our report thereon dated November 10, 2025.

Internal Control over Financial Reporting:

In planning and performing our audit of the financial statements, we considered East Fork Swimming Pool District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters:

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations and contracts, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report:

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Yerington, Nevada
November 10, 2025

Arrighi, Blake & Associates, LLC



Report on Nevada Revised Statute 354.6241

To the Honorable Board of Trustees of
East Fork Swimming Pool District

We have reviewed the assertion provided by management in accordance with Nevada Revised Statute 354.624(5)(a):

- The identified fund is being used expressly for the purpose for which it was created.
- The fund is administered in accordance with accounting principles generally accepted in the United States of America.
- The sources of revenues available for the fund are as noted in the financial statements.
- The fund conformed to significant statutory and regulatory constraints on its financial administration during the year ended June 30, 2025.
- The net position of the fund is as noted in the financial statements.

This assertion is the responsibility of the management of East Fork Swimming Pool District.

Our review was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. A review is substantially less in scope than an examination, the objective of which is the expression of an opinion on the assertion. Accordingly, we do not express such an opinion.

Based on our review, nothing came to our attention that caused us to believe that the assertion provided by management referred to above is not fairly stated in all material respects.

Yerington, Nevada
November 10, 2025

AUDITOR'S COMMENTS

STATUTE COMPLIANCE

The required disclosure on compliance with Nevada Revised Statutes and the Nevada Administrative Code is contained in Note 2 to the financial statements.

CURRENT YEAR RECOMMENDATIONS

There are no specific recommendations made in the audit report for the current year.

PRIOR YEAR STATUTE COMPLIANCE

The District conformed to all significant statutory constraints on its financial administration during the year ended June 30, 2024.

PRIOR YEAR RECOMMENDATIONS

There were no prior year recommendations to be implemented during the 2023-2024 fiscal year.

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #4

Title: For Possible Action. Discussion and possible approval of the policy on annual membership pass extensions one time per membership year for major medical procedures.

Background: The Carson Valley Swim Center periodically experiences requests from patrons who are annual membership pass holders to extend their pass expiration date if they have been ordered by medical professions to refrain from using their membership at the swim center for safety reasons.

The purpose of this policy is to provide clarity and consistency and guidelines regarding the validity of annual membership pass extensions.

Funding: NA

Recommended Motion: Move to approve policy on membership pass extensions one time per membership year for major medical procedures.

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

Policy Title: Annual Membership Pass Extension Policy, Carson Valley Swim Center

Effective Date: November 19th, 2025

Approved: November 18th, 2025 by the Board of Trustees

1. Purpose

The Carson Valley Swim Center periodically receives requests from annual membership pass holders to extend their pass expiration date when a medical professional has ordered them to refrain from using the facility for safety reasons.

The purpose of this policy is to provide clarity, consistency, and guidelines regarding the validity and approval of annual membership pass extensions.

2. Scope

This policy applies to all Carson Valley Swim Center annual membership pass holders who request an extension due to medically documented restrictions that temporarily prohibit the safe use of the facility.

3. Policy

3.1. Annual membership pass extensions may be granted only when the pass holder provides valid documentation from a licensed medical professional indicating that the patron is unable to use the swim center for health or safety reasons.

3.2. Extensions will be granted only for the duration of the medically documented restriction.

3.3. Requests must be submitted prior to or during the medically restricted period; retroactive requests may be considered on a case-by-case basis.

3.4. Passes may be extended once per membership year and for one medical event unless otherwise approved by management.

3.5. Medical information will be handled confidentially and in accordance with applicable privacy standards.

4. Procedure

4.1. The patron must submit a written request for an extension along with medical documentation specifying the dates during which facility use is not permitted.

4.2. Staff will verify the documentation and forward the request to the Director or designated supervisor for review.

4.3. Approval or denial will be communicated to the patron verbally or in writing and documented in the point-of-sale note section under the individual's membership name.

4.4. Approved extensions will be applied directly to the patron's membership account.

5. Responsibilities

- Staff: Receive requests, verify documentation, and process extensions upon approval.
- Director/Designee: Review and approve or deny extension requests.
- Patrons: Provide accurate documentation and timely requests.

6. Exceptions

Any exception to this policy requires approval from the Director of the Carson Valley Swim Center.

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #5

Title: For Discussion. Presentation and discussion on the Director Manual final draft.

Background: East Fork Swimming Pool District Trustees directed Director Harris to create a Directors Manual listing out main performance expectation areas and how they are accomplished.

Funding: NA

Recommended Motion: Discussion only.

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



Director's Manual

Carson Valley Swim Center

For internal use only. Updated annually by the Director and approved by the Board of Trustees.

Table of Contents

1. Introduction
 2. Facility Overview
 3. Leadership & Management
 4. Staffing & Human Resources
 5. Safety & Risk Management
 6. Programs & Services
 7. Operations & Maintenance
 8. Financial Management
 9. Customer Service & Community Relations
 10. Strategic Planning & Reporting
 11. Emergency Protocols
 12. Partnerships & Stakeholder Engagement
 13. Appendices
-

1. Introduction

Mission: Provided by a skilled staff, the Carson Valley Swim Center will deliver:

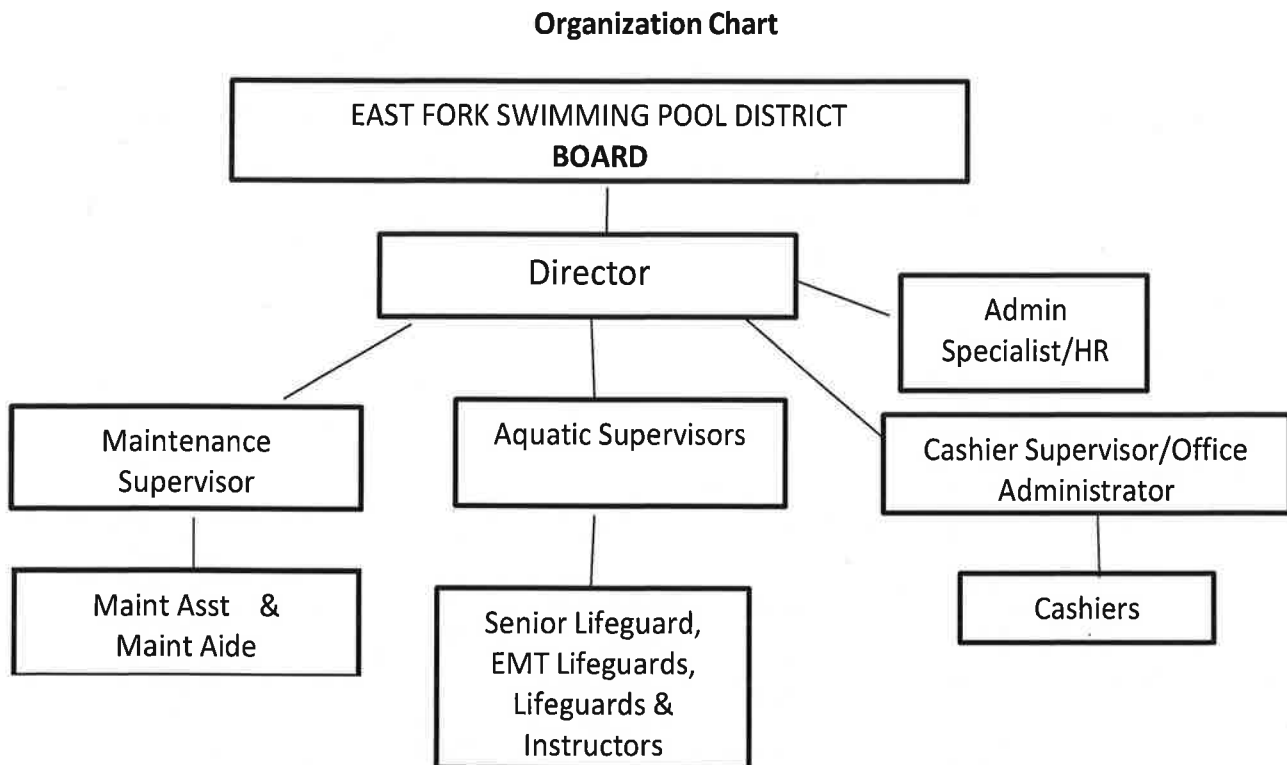
1. A safe, customer-service driven environment
2. Innovative programming responsive to community needs
3. A clean and well-managed facility

Vision: To be the regional leader in aquatic recreation, safety, and community connection.

Values: Safety • Excellence • Inclusion • Community • Integrity • Courage

Director's Role: Oversee operations, ensure regulatory compliance, lead staff, and foster strong community ties.

Organizational Chart:



2. Facility Overview

Year Opened: 1989, serving Douglas County and surrounding communities.

Special District: East Fork Swimming Pool District consists of Minden, Gardnerville, Genoa, Topaz Ranch Estates. The district receives Ad Valorem taxes

Amenities: Six pools (indoor and outdoor), waterslide, diving boards, fitness room, splash features, rock walls, Wibit, training room and rental areas indoor and outdoor.

Address: 1600 NV-88, Minden, NV 89423.

Services: Lessons, exercise, recreation, training and rehabilitation for all ages.

3. Leadership & Management

CVSC Team: Collaborative leadership with clear delegation, staff development, and accountability.

- **Meetings:** Weekly one-on-one supervisor meetings; monthly leadership meetings (full-time team and Admin Assistant); weekly or monthly meetings with the Project Manager.
- **Decision-Making:** Mission-aligned approach for all operations.

EFSPD Board: Agenda items proposed at prior meeting; final approval by Chair/Vice Chair and Legal Counsel via email.

- **Reports:** Monthly Board Binder includes financials, Director's report, capital improvement updates, and other Board-requested items.
 - **Board Meeting Timeline:**
 - 1st–7th: Preparation of documents.
 - 7th–10th: Meeting with Accountant for financials and final approvals.
 - At least 3 business days prior: Board Clerk posts agenda, prepares binders and emails materials to members.
-

4. Staffing & Human Resources

Workforce Size: 45–100 employees (seasonal), 7 employees (full-time)

- Full Time positions: Director, Maintenance Supervisor, Maintenance Assistant, Operations/Cashier Supervisor, Aquatic Supervisors (3)

Hiring: Internal postings and external advertising year-round; peak April–June completed by Administrative Assistant/Human Resources.

Certifications: ARC Lifeguard, CPR/AED/First Aid/O2, LGI, EMT managed by Aquatic Supervisors and Administrative Assistant/Human Resources in HydroApps.

Performance Reviews: Annual reviews: full-time employees anniversary dates; part-time end of summer season.

Professional Development: Leadership growth encouraged and budgeted; annual conference attendance (NRPA, AOAP).

Contracted Services: IT, bookkeeping, accounting, project management, legal counsel, auditing.

5. Safety & Risk Management

Safety Procedures: Daily opening and closing safety checklists; daily walk throughs by Director, Maintenance personnel and Aquatic Supervisors.

Training: Weekly lifeguard in-service sessions, monthly staff meetings and online e-learning through Pool Pact for all staff. American Red Cross (ARC) requires 4hrs monthly for Lifeguards.

Audits: Every 2-4yrs risk audits with insurance provider.

Plans: Emergency Action Plan (EAP) maintained, practiced and posted.

6. Programs & Services

Instructional Programs: ARC Learn-to-Swim curriculum; Swim Angel Fish Adaptive program, Water Aerobics Coordinator certification.

Recreational Offerings: Water aerobics, lap swim, open swim, specialty clinics.

Competitive Teams: Douglas Dolphins (U.S. Swimming), Douglas Tigers (High School), Killer Whales (Special Olympics).

Community Events: Egg Hunt (April), Carson Valley Days (June), 4th of July Party, Flick N Floats (Winter), Veterans Day Recognition, Pumpkin Patch (October), Haunted Pool Party (November), Underwater Santa (December)

Private Rentals: Parties and outside group events indoor and outdoor (seasonal) availability.

7. Operations & Maintenance

Oversight: Certified Pool Operators (CPO) manage pool chemistry and mechanical systems. Director, Maintenance Supervisor, Maintenance Assistant, Aquatic Supervisors (3), Maintenance Aids

Vendor Services: Boilers (Trane), fire extinguishers (Summit), concessions and pools (Health Department), building inspections (East Fork Fire District).

Capital Planning: Improvements and Asset Management Plan (AMP) aligned with Strategic Plan.

Routine Work: Seasonal projects, ongoing maintenance, and daily/monthly/annual checklists.

8. Financial Management

Governance: Managed under East Fork Swimming Pool District Board of Trustees.

Budgeting: Annual cycle with monthly reviews by Accountant and Board. The district adheres to the Local Government Budget and Finance Act incorporated within the statutes of the State of Nevada, which include the following procedures to establish the budgetary data, which is reflected in these financial statements.

- January-March the budgeting process begins at the Board level and the first rough draft is presented every month until tentatively approved in the March meeting.
- On or before April 15, the Board of Trustees of the District files a tentative budget with the Nevada Department of Taxation.
- Public hearings on the tentative budget are held in May.
- Prior to June 1, at a public hearing, the Board indicates changes, if any, to be made to the tentative budget and adopts a final budget by the favorable vote of a majority of the members of the Board. The final budget must then be forwarded to the Nevada Tax Commission for final hearings and approval.
- Formal budgetary integration in the financial records is employed to enhance management control during the year.
- The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP), and appropriations lapse at year end.
- Budget amounts may be transferred if amounts do not exceed the original budget. Budget augmentations in excess of original budgetary amounts may not be made without prior approval of the Board of Trustees following a scheduled and noticed public hearing. The budget was not augmented during the year.
- In accordance with State Statute, actual expenditures may not exceed appropriations in the fund, except as permitted by law by NRS 354.626.

Revenue Sources: Ad valorem tax, user fees, concessions, grants.

Expense Tracking: QuickBooks.

Auditing: Annual audit and public transparency maintained.

Cost Recovery Goal: 30–35%.

Fiscal Year: July 1 – June 30.

Approvals: Budget approved by Board and Department of Taxation.

Roles: Operations Supervisor and Bookkeeper prepare monthly financials and payroll with Director, Accountant, and Auditor.

9. Customer Service & Community Relations

Service Philosophy: “Community First” model.

Complaint Management: Addressed promptly and with empathy.

Public Communication: social media (Facebook, Instagram), email groups (water aerobics Gmail), Constant Contact, website updates (Aquatic Supervisor).

Accessibility: ADA-compliant programs and facilities.

Community Engagement: Director is out in the community meeting with stakeholders and attending community events. Encourage staff participation in public events like Carson Valley Days, Parade of Lights, Chamber of Commerce events, Carson Valley Health Vitality group, Nevada Recreation and Parks Society.

10. Strategic Planning & Reporting

Plan Development: 3–5-year Strategic Plan with Board and public input.

Annual Report: Includes attendance, revenue, and customer satisfaction metrics.

Goal Alignment: Departmental objectives reflect Swim Center priorities.

Board Reporting: Quarterly updates provided.

Compliance: Budgets submitted to Department of Taxation and Douglas County.

11. Emergency Protocols

Emergency Action Plan (EAP): Incident reporting in HydroApps database; regular emergency drills; lifeguard manual maintained.

Emergency Response Plan (ERP): Weather procedures (lightning, smoke, snow), active threat and lockdown plans, posted evacuation maps.

Written Workplace Safety Plan: OSHA-compliant plan.

12. Partnerships & Stakeholder Engagement

Government Partners: Douglas County Manager's Office, Parks & Recreation Department.

Educational Partners: Douglas County School District – aquatic classes, adaptive PE, PAC program.

Public Safety Partners: East Fork Fire, Douglas County Sheriff's Office, Search and Rescue.

Professional Memberships: National Recreation and Parks Association (NRPA), Nevada Recreation and Parks Society (NRPS), Association of Aquatic Professionals (AOAP), Pool and Hot Tub Alliance

Certifications Hosting: American Red Cross, National Recreation and Parks Association

Community Engagement:

- Douglas County ribbon cuttings, open houses, public forums, debates
 - Chamber of Commerce: Luncheons, High School Events, Job Fairs, Gala, Parade of Lights float, Carson Valley Days Float
 - Carson Valley Health: Community Health Fairs, Vitality for Life group
 - Douglas County School District: Aquatics class teacher, Find-a-job-Friday, mock interviews, promotional videos for Career and Technology Education (CTE)
-

13. Appendices

- A. White papers
- B. Budget Preparation Timeline (Operations & Cashier Supervisor)
- C. Department of Taxation Budget Letter
- D. Contractor and Contact List
- E. Vendor Contact List
- F. Emergency Action Plan (EAP)
- G. Emergency Response Plan (ERP)
- H. Written Workplace Safety Plan (OSHA)
- I. Policy & Procedure Manual
- J. Employee Handbook
- K. Strategic Plan
- L. Economic Benefits Study
- M. Why Us
- N. Lifeguard Manual
- O. Memorandum of Understanding (MOU)

EAST FORK SWIMMING POOL DISTRICT BOARD OF TRUSTEES

AGENDA ACTION SHEET

Agenda Item #6

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

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

EAST FORK SWIMMING POOL DISTRICT

11/06/25

Balance Sheet

Accrual Basis

As of October 31, 2025

	Oct 31, 25
ASSETS	
Current Assets	
Checking/Savings	
101 · WELLS FARGO CHECKING ACCT.	437,564.71
108 · CASH ON HAND	850.00
112-4 · LOCAL GOV'T INVESTMENT POOL	2,984,317.92
112-5 · LOCAL GOV'T POOL OPERATING	51,870.23
Total Checking/Savings	3,474,602.86
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	33,359.09
170-4 · DELIQUENT TAX REC	40,622.55
Total Other Current Assets	84,543.30
Total Current Assets	3,561,100.16
Fixed Assets	
150 · POOL EQUIPMENT	152,279.48
155 · CONSTRUCTION IN PROGRESS	3,395,895.15
156 · LAND IMPROVEMENTS	491,894.25
157 · BUILDING & IMPROVEMENT	14,337,233.16
158 · EQUIPMENT	1,312,376.79
160 · ACCUMMULATED DEPRECIATION	-10,981,498.21
175 · LAND APN#1320-30-411-005	1,353,232.09
Total Fixed Assets	10,061,412.71
Other Assets	
171 · DEFERRED PENSION OUTFLOWS	410,899.00
Total Other Assets	410,899.00
TOTAL ASSETS	14,033,411.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 · ACCOUNTS PAYABLE	13,569.83
Total Accounts Payable	13,569.83
Credit Cards	
202 · CITI VISA CREDIT CARD	2,755.05
Total Credit Cards	2,755.05
Other Current Liabilities	
200 · PAYROLL LIABILITIES	
221-1 · ACCRUED PAYROLL	77,860.00
221-2 · ACCRUED PAYROLL TAXES	12,422.99
229 · SUTA	645.84
232 · PERS PAYABLE	218.54
234-3 · Aflac	374.76
Total 200 · PAYROLL LIABILITIES	91,522.13

10:46 AM

11/06/25

Accrual Basis

EAST FORK SWIMMING POOL DISTRICT

Balance Sheet

As of October 31, 2025

	Oct 31, 25
218 • ACCRUED VESTED VAC PAY	41,279.55
219 • OPEB LIABILITY	46,083.00
235 • ACCRUED WORKMANS COMPENSATION	-19,231.05
236 • NOTE PAYABLE - ZION	246,000.00
Total Other Current Liabilities	405,653.63
Total Current Liabilities	421,978.51
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	1,727,932.51
Equity	
349 • RETAINED EARNINGS	8,586,965.25
351-1 • FUND BALANCE	1,452,260.17
355 • CONTRIBUTED CAPITAL	1,648,952.81
Net Income	617,301.13
Total Equity	12,305,479.36
TOTAL LIABILITIES & EQUITY	14,033,411.87

Ordinary Income/Expense	Oct 25	Budget	Jul - Oct 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
Income								
403 · USER FEES	37,973.35	35,000.00	223,633.08	247,000.00	(23,366.92)	648,000.00	424,366.92	34.51%
496 · FOOD	1,648.50	3,000.00	21,666.58	28,500.00	(6,833.42)	66,146.00	44,479.42	32.76%
497 · MERCHANDISE	1,191.00	1,000.00	6,719.40	8,409.00	(1,689.60)	25,409.00	18,689.60	26.44%
498 GRANT INCOME	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	-	0.00%
Total Income	50,812.85	39,000.00	262,019.06	283,909.00	(21,889.94)	749,555.00	487,535.94	34.96%
Cost of Goods Sold								
COST OF GOODS SOLD								
550 · FOOD EXPENSE	831.82	1,500.00	9,150.68	14,400.00	5,249.32	29,000.00	19,849.32	31.55%
555 · MERCHANDISE EXPENSE	927.00	600.00	5,305.53	5,800.00	494.47	12,600.00	7,294.47	42.11%
560 · FOOD SUPPLIES	30.21	50.00	271.35	350.00	78.65	1,450.00	1,178.65	18.71%
565 · FOOD SPOILAGE	0.00	0.00	0.00	0.00	-	550.00	550.00	0.00%
Total COST OF GOODS SOLD	1,789.03	2,150.00	14,727.56	20,550.00	5,822.44	43,600.00	28,872.44	33.78%
Total COGS	1,789.03	2,150.00	14,727.56	20,550.00	5,822.44	43,600.00	28,872.44	33.78%
Gross Profit	49,023.82	36,850.00	247,291.50	263,359.00	(16,067.50)	705,955.00	458,663.50	35.03%
Expense								
GENERAL & ADMINISTRATIVE								
629 · ADVERTISING/PRINTING	1,887.50	996.00	5,844.92	2,840.00	(3,004.92)	13,500.00	7,655.08	43.30%
630 · POSTAGE	1.90	0.00	79.65	228.00	148.35	800.00	720.35	9.96%
631 · JANITORIAL EXPENSE	754.29	397.00	4,673.65	3,499.00	(1,174.65)	11,500.00	6,826.35	40.64%
632 · SOFTWARE - IT	1,943.28	248.00	8,870.95	6,656.00	(2,214.95)	33,500.00	24,629.05	26.48%
641 · POOL TRAINING AND EDUCATION	379.00	333.34	941.99	1,333.36	391.37	4,000.00	3,058.01	23.55%
645 · OFFICE SUPPLIES	1,214.65	183.00	2,376.38	2,395.00	18.62	6,071.00	3,694.62	39.14%
660 · SEMINARS & EDUCATION	2,545.00	610.42	4,897.00	2,441.68	(2,455.32)	7,325.00	2,428.00	66.85%
661 · DUES/SUBSCRIPTIONS	26.98	88.00	1,048.14	190.00	(858.14)	2,045.00	996.86	51.25%
680 · TRAVEL EXPENSE	0.00	1,166.67	6,637.57	4,666.68	(1,970.89)	14,000.00	7,362.43	47.41%
681 · MEALS	46.74	266.67	1,486.74	1,066.68	(420.06)	3,200.00	1,713.26	46.46%
683 · AUTO REIMBURSEMENT/MILEAGE	124.74	133.34	606.38	533.36	(73.02)	1,600.00	993.62	37.90%
690 · LEGAL EXPENSE	0.00	332.00	1,595.00	1,574.00	(21.00)	5,500.00	3,905.00	29.00%
691 · ACCOUNTING EXPENSE	455.00	1,001.00	2,020.00	2,736.00	716.00	19,001.00	16,981.00	10.63%
692 · BANK CHARGES	0.00	0.00	0.00	0.00	-	500.00	500.00	0.00%
693 · ENTRY SYSTEM CHARGES	902.99	1,778.00	15,527.26	13,126.00	(2,401.26)	35,000.00	19,472.74	44.36%
694 · DC VOTER FEES	0.00	0.00	0.00	0.00	-	6,000.00	6,000.00	0.00%
780 · CASH OVER/SHORT	-27.18	0.00	-209.46	0.00	209.46	-	209.46	#DIV/0!
Total GENERAL & ADMINISTRATIVE	10,254.89	7,533.44	56,396.17	43,285.76	(13,110.41)	163,542.00	107,145.83	34.48%
PAYROLL EXPENSES								
599 · BOARD EXPENSES	3,600.00	2,000.00	9,200.00	8,000.00	(1,200.00)	24,000.00	14,800.00	38.33%
600 · SALARIES & WAGES	98,533.11	120,000.00	510,848.09	567,000.00	56,151.91	1,486,622.00	975,773.91	34.36%
601 · SOCIAL SECURITY	3,336.96	4,400.00	19,060.13	24,800.00	5,739.87	57,104.00	38,043.87	33.38%
611 · MEDICARE	1,461.09	1,600.00	7,460.14	8,500.00	1,039.86	21,904.00	14,443.86	34.06%
613 · STATE UNEMPLOYMENT	619.05	900.00	4,009.10	6,000.00	1,990.90	21,750.00	17,740.90	18.43%
614 · HEALTH INSURANCE	5,867.76	5,775.00	23,196.79	23,100.00	(96.79)	69,300.00	46,103.21	33.47%

	Oct 25	Budget	Jul - Oct 25	YTD Budget	YTD Variance	Annual Budget	Annual Budget Remaining	YTD Total as % of Budget
(Continued)								
615 - PERS	13,504.25	16,000.00	61,504.44	70,800.00	9,295.56	216,674.00	155,169.56	28.39%
617 - WORKMANS COMPENSATION	4,221.75	4,236.77	16,887.00	16,947.08	60.08	50,841.00	33,954.00	33.22%
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	1,751.36	0.00	-1,513.19	0.00	1,513.19	-	1,513.19	#DIV/0!
Total PAYROLL EXPENSES	132,895.33	154,911.77	638,322.50	725,147.08	66,824.58	1,948,195.00	1,289,872.50	33.79%
POOL OPERATIONS								
UTILITIES								
619 - GARBAGE	487.56	734.00	2,091.50	2,868.00	776.50	8,500.00	6,408.50	24.61%
621 - TELEPHONE EXPENSE	390.65	497.00	2,089.45	1,988.00	(101.45)	6,000.00	3,910.55	34.82%
622 - ELECTRIC	8,748.09	8,650.00	41,933.12	42,326.00	392.88	125,000.00	83,066.88	33.55%
624 - WATER	1,310.90	1,050.00	5,793.05	5,287.00	(506.05)	11,500.00	5,706.95	50.37%
625 - SEWER	2,317.86	1,625.00	4,635.72	6,250.00	1,614.28	9,450.00	4,814.28	49.06%
626 - NATURAL GAS	4,516.10	7,904.00	19,386.30	25,158.00	5,771.70	127,000.00	107,613.70	15.26%
Total UTILITIES	17,771.16	20,460.00	75,929.14	83,877.00	7,947.86	287,450.00	211,520.86	26.41%
623 - INSURANCE	3,183.70	0.00	12,734.80	37,000.00	24,265.20	37,000.00	24,265.20	34.42%
628 - CHEMICALS	4,236.70	3,535.00	30,745.11	33,184.00	2,438.89	72,000.00	41,254.89	42.70%
633 - MAINTENANCE & REPAIR	13,039.76	4,092.00	54,317.12	26,158.00	(28,159.12)	110,000.00	55,682.88	49.38%
634 - EQUIPMENT RENTAL	185.59	416.67	742.36	1,666.68	924.32	5,000.00	4,257.64	14.85%
636 - LANDSCAPE MAINTENANCE	1,345.00	740.00	3,985.00	2,960.00	(1,025.00)	14,000.00	10,015.00	28.46%
640 - EMPLOYEE INCENTIVES	272.65	193.00	1,440.81	973.00	(467.81)	3,200.00	1,759.19	45.03%
642 - SAFETY	298.17	950.00	3,477.84	3,281.00	(196.84)	16,000.00	12,522.16	21.74%
643 - SUPPLIES	872.69	466.00	3,774.66	1,889.00	(1,885.66)	6,000.00	2,225.34	62.91%
644 - UNIFORMS	857.43	347.00	3,356.87	2,172.00	(1,184.87)	8,175.00	4,818.13	41.06%
646 - SMALL EQUIPMENT	1,149.51	0.00	1,149.51	1,916.00	766.49	5,000.00	3,850.49	22.99%
Total POOL OPERATIONS	43,212.36	31,199.67	191,653.22	195,076.68	3,423.46	563,825.00	372,171.78	33.99%
850 - DEPRECIATION EXPENSE	41,666.67	41,666.67	166,666.68	166,666.68	-	500,000.00	429,240.00	33.33%
Total Expense	228,029.25	235,311.55	1,073,038.57	1,130,176.20	57,137.63	3,175,562.00	2,198,430.11	33.79%
Net Ordinary Income	(179,005.43)	(198,461.55)	(825,747.07)	(866,817.20)	41,070.13	(2,469,607.00)	(1,739,766.61)	33.44%
Other Income/Expense								
Other Income								
401.4 - AD VALOREM	1,242,402.70	133,000.00	1,395,894.98	1,350,500.00	45,394.98	3,200,000.00	1,804,105.02	43.62%
491 - INTEREST INCOME	8,650.54	6,666.67	38,571.67	26,666.68	11,904.99	80,000.00	41,428.33	48.21%
499 - OTHER INCOME	0.00	0.00	0.00	0.00	-	-	-	-
Total Other Income	1,251,053.24	139,666.67	1,434,466.65	1,377,166.68	57,299.97	3,280,000.00	1,845,533.35	43.73%
Other Expense								
899 - Interest Expense	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	-
Total Other Expense	-	-	-	-	-	(4,000.00)	4,000.00	-
Net Other Income	1,251,053.24	139,666.67	1,434,466.65	1,377,166.68	57,299.97	3,276,000.00	1,849,533.35	43.79%
Net Income	1,072,047.81	(58,794.88)	608,719.58	510,349.48	98,370.10	806,393.00	109,766.74	75.49%

	Account	Amount	Memo
A.B.E. Printing	629 - ADVERTISING/PRINTING	8.75	Blueprints 24x36 (5)
Ace Hardware	633 - MAINTENANCE & REPAIR	293.87	Conduit Disp Paint Tray, Paint Rollers, Fasteners, Marker, Paint, Reformer Spray, Saw Blade, Paint Pail, Liners, Triflow Lube, Cables, Tight Conn, Coupler, Silicone, Pipe
Air Filter Sales	633 - MAINTENANCE & REPAIR	339.45	Filters
AMGAS	628 - CHEMICALS	2,249.86	Carbon Dioxide Liquid
Amazon		2,022.46	Subscription Office Supplies, LG Sweater, EOM Wok, T-shirts, Air Quality Monitor (CO2), Humidifier, Pool Event Playground Balls, 4 UP9, Backpack Units, 4 Space Heaters, Barcode Scanner, USB Cable, Cable Tie Mounts
Association of Aquatic Pros	641 - POOL TRAINING & EDUCATION	334.00	Cert (Cashiers, A. Sturgess, S. Davenport)
Association of Aquatic Pros	640 - SEMINARS & EDUCATION	2,545.00	Feb 2025 Conference, Colorado (S. DesJardins, A. Blaggt, J. Gross, S. Davenport, S. Harris)
Cannon Financial Services	630 - EQUIPMENT RENTAL	185.59	Copier Lease/Equip Insurance (Sep 2025)
Cannon Valley Accounting LLC	691 - ACCOUNTING EXPENSE	275.00	Monthly site visit (Oct 2025)
Cannon Valley Locksmith	633 - MAINTENANCE & REPAIR	144.70	5 Keys Cylinder Combo Change Service Call
CGI Communications	629 - ADVERTISING/PRINTING	1,248.75	3 of 4 payments (Website)
Critias	631 - JANITORIAL	522.03	Weekly Service/Supplies
C02 Monitoring LLC	633 - MAINTENANCE & REPAIR	1,288.10	1 Tank Remanufacturing, Permit Fees
Conest Contract	629 - ADVERTISING/PRINTING	55.00	Software program for email address for contacts
Costco		1,021.56	Food Expense, Janitorial, Gloves, Copy Paper, Employee Incentives
Deanna Abbott	633 - Auto Reimbursement/Mileage	16.66	Mileage
Desert Star Landscaping	635 - LANDSCAPE MAINTENANCE	1,345.00	Weekly Lawn Service, Install Cobble Rock, Parking Lot Planter
Douglas County School District	614 - HEALTH INSURANCE	6,389.20	Health Insurance Oct 25 (TFT/TOT) Dependents - Long
DTS Fiber	621 - TELEPHONE EXPENSE	380.11	Oct 25 Phone & Internet Service
Dunagares, Inc	644 - UNIFORMS	497.42	Maintenance Uniforms
Ebay		229.26	Full Face Respirator Ball Valve, Washer Seals
El Agavero	640 - EMPLOYEE INCENTIVES	85.97	Leadership Meeting
High Sierra Business Systems	645 - OFFICE SUPPLIES	94.18	Sep 25 (5 Copies)
Home Depot	633 - MAINTENANCE & REPAIR	1,394.74	Coffin Boxes, Humid Pool Event, Washers, Nuts, Bolts, Heavy Pail, Janitorial Shop, Ladder, Paintless Tape, Concrete, Screw Anchors, G4, Track Saw, Pressure Washer, Gun Assembly
Intuit Software	632 - SOFTWARE-IT	223.00	Monthly Fee
Jack Stevenson	633 - Auto Reimbursement/Mileage	108.08	
JT Basque	640 - EMPLOYEE INCENTIVES	92.41	Director's Meeting (S. Morgan)
KNORR	633 - MAINTENANCE & REPAIR	334.32	pH Sensor Cable
Lincoln Aquatics	633 - MAINTENANCE & REPAIR	25.81	Valve Adapter Kit, San-Chlor, Muriatic Acid
McMaster-Carr	633 - MAINTENANCE & REPAIR	902.99	Drill Bits
Microsoft Corp	633 - ENTRY SYSTEM CHARGES	9.79	Could Backup
Minchen-Gardnerville Sanitation District	632 - SOFTWARE-IT	2,317.86	4th Qtr Billing (Oct-Dec 2025) Increase due to additional sewer lines
Mott Canyon Tavern & Grill	625 - SEWER	46.74	Pool/Pad, Training, Tahoe (S. Harris, A. Sturgess)
Nevada News Group	629 - ADVERTISING/PRINTING	575.00	2025 BOCV Mag
INV Energy	622 - ELECTRIC	8,748.09	
Pacific Gasoline	633 - MAINTENANCE & REPAIR	96.50	Propane
Pool & Hot Tub Foundation	641 - POOL TRAINING & EDUCATION	45.00	GPO Re-Cert
Poster My Wall	632 - SOFTWARE-IT	9.95	Monthly Recurring Charge
Public Employees Benefits Program	614 - HEALTH INSURANCE	47.06	Oct 2025 4834
Sarah Davenport	643 - SUPPLIES	51.91	Coffin Races
Sierra Booking Services, Inc	691 - ACCOUNTING EXPENSE	180.00	Sep 2025 (2 Payroll/PERs)
Sierra Gate & Control	643 - SUPPLIES	277.80	Coffin Races
SOUTHWEST GAS	626 - NATURAL GAS	4,516.10	
Speedo USA, Inc	555 - MERCHANDISE EXPENSE	927.00	Goggles
Spotly	661 - DUES/SUBSCRIPTIONS	11.89	
State of Nevada- Dept Public Safety	642 - SAFETY	39.00	Fingerprinting (C. Duffy)
Supply House	633 - MAINTENANCE & REPAIR	4,423.12	Circuit Solder Balance Valve, Heat Shield, Male Adapter, Copper Tubing, Cutter, Tempcontrol Valve, Port Ball Valve, Pressure Gauge, Tee, Mixing Valve, w/Gauge, Hot Water Heater, EM Circulators, Adapter
The Paris House	633 - MAINTENANCE & REPAIR	19.26	Adapter Chuck Gauge
Town Of Minden	624 - WATER & TRASH	1,798.46	Water/Garbage
Tractor Supply	643 - SUPPLIES	12.84	Coffin Races
USPS	630 - POSTAGE	1.90	
Walmart		112.93	Coffin Races, Ice Cream
Water Safety		316.49	Fanny Packs
Western Nevada Supply	644 - UNIFORMS	4,332.27	Domestic Hot Water Issues, Warm Pool Activity Pool, SLOA V 551A
Zero Tools	633 - MAINTENANCE & REPAIR	224.99	Flowmeter
Total		55,903.34	

CVSC November 2025 Director's Report

User Attendance: See board binder documents.

- October 2024 Attendance 9,112. October 2025 Attendance was 8586. (See attached docs)

Programming, Staffing and Training:

- Sarah and Team successfully served hundreds of community members with another successful Haunted Pool Party.
- Scott Morgan conducted leadership staff interviews along with Shannon as part of the Strategic Plan update.
- Shannon & Andrew attended the Pool Pact Annual HR Conference in Tahoe, Partnership of Community Resources COPE Poverty workshop and an Employee Assistance Program Suicide prevention webinar.
- 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 was invited by Douglas County School District professionals to be part of a Pod Cast talking about the incredible partnership we have with them.
- Shannon attended the Nevada Recreation & Parks Society meetings.
- 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

October: Sadie Schumann, Lifeguard does a great job with time management balancing school, professional dance and work. She is responsible and capable of accomplishing anything she is presented with. We rely on Sadie's positive disposition and professionalism on everyone of her shifts.

November:

Maintenance Updates:

- Emergency AH project has started with ACCO
- Generator start-up completed – 20 sec delay with all main computers in UPS backup batteries.
- 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).

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

Attendance Report Fiscal Year: 2025-2026

[illegible]

User Attendance Breakdown

Summary

	Oct 2025			
	Drop-Ins	Passes	Total	%
Senior	347	2,813	3,160	48%
Adult	956	315	1,271	19%
Youth	1,502	27	1,529	23%
Complimentary	8	-	8	0%
Family	23	71	94	1%
Disabled	20	176	196	3%
Therapy	109	-	109	2%
Other	58	167	225	3%
	3,023	3,569	6,592	100%

July 1, 2025 thru Oct 31, 2025			
Drop-Ins	Passes	Total	%
2,264	11,532	13,796	31%
9,037	1,586	10,623	24%
16,560	263	16,823	37%
396	-	396	1%
459	488	947	2%
146	762	908	2%
388	-	388	1%
188	827	1,015	2%
29,438	15,458	44,896	100%

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
Major First Aid Description:													
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

East Fork Swim Pool District

Lifeguard Activity Report, Fiscal Year: '25-'26[illegible]



THANK YOU

YOU ARE VERY APPRECIATED!

Thank you so much for your generous donation to the MES health fair raffle. Your support helped make the event a success and added excitement for our participants! We truly appreciate your partnership and commitment to our community's well-being.

*Samuel
Murray*

Ashley Stenberg

*Robert Moore
Andrew ☺*