

**East Fork Swimming Pool District
Board of Trustees General Meeting
September 22, 2011**

Chairman **Gordon Gray** called the meeting to order at 7:01AM at the **Carson Valley Swim Center, Minden, NV**. Other members present were **Patricia Brunner, Shannon Harris, David Nishikida, and Greg Taylor**. Staff members present were **Kirk Chiapella**, Swim Center Director, and **Amy Bryant**, Board Secretary. Members of the public present were **Bernie Benz** and **Larry Phippen**.

AGENDA

Upon motion by **Harris**, second by **Taylor**, the agenda was unanimously approved.

MINUTES

Upon motion by **Brunner**, second by **Harris**, the minutes of August 18, 2011 meeting were unanimously approved.

Upon motion by **Brunner**, second by **Taylor**, the minutes of September 08, 2011 meeting were unanimously approved.

PUBLIC COMMENT

None

REVIEW OF CASH REPORT AND PAYMENTS

Upon motion by **Harris**, second by **Brunner**, the cash report and vendors list for August 2011 were unanimously approved.

DISCUSSION ON WHETHER TO CHANGE THE DIRECTOR AND/OR ASSISTANT DIRECTOR'S JOB TITLE OR JOB DESCRIPTION TO REFLECT THEIR HUMAN RESOURCE DUTIES

The job description changes were reviewed by **Nishikida**, who was not present in the previous meeting. **Gray** stated that no title change is necessary just the change in job description.

Upon motion by **Harris**, second by **Taylor**, the job description change for the Director and/or Assistant Director was unanimously approved.

DISCUSSION ON THE POSSIBILITY OF PROVIDING A WINTER ENCLOSURE FOR THE MAIN OUTDOOR POOL

Taylor opened the discussion stating that there was a teleconference meeting with Christopher Woodlow from the Resource Group. Present at the teleconference were **Chiapella, Gray, Taylor** and **Rigdon**. The question of how much it would cost to put up and take down the structure was asked. Woodlow stated that it would be \$1.25 a sq. ft., which comes up to approximately \$12,000 to put up and the same to take it down, making it a total of \$24,000 a year. **Chiapella** requested from Woodlow a list of installations so that he could check on how existing structures are holding up. Woodlow stated he would get it to **Chiapella**. The concern of extremely strong winds was brought up and Woodlow stated if the winds were at 40+ mph that he would not be in the structure.

Taylor continued the board meeting and discussed the needed storage of the structure while not in use. It is recommended that the structure be stored on a flatbed truck trailer. This flatbed would need to be purchased and a used one would be ideal. The flatbed can possibly be stored at a county facility. **Taylor** stated a crane is necessary to put the structure up as well as taking it down. Air quality and lighting would be up to the EFSPD and how much to spend on these items. There is up to a 15 year warranty depending on the choice of materials chosen for the enclosure. **Taylor** stated he would like to do an analysis by getting feedback from the community to see if it is worth moving forward with this project.

The following is a discussion about the winter enclosure between a member of the public attending the meeting named **Larry Phippen** and **Taylor**.

Larry: "Have these been established in colder places than this?"

Taylor: "Yes. Colorado Springs."

Larry: "Is there steam inside?"

Taylor: "It depends on how much we want to spend."

Larry: "Do they supply that?"

Taylor: "No. Contractors are suggested for air exchange."

DISCUSSION ONLY ON SCOPE OF WORK AND JOB DESCRIPTION FOR LEGAL COUNSEL

Nishikida stated he would like to table this item until the October meeting. **Nishikida** will work with **Harris** on getting a job description written up for the next meeting.

DISCUSSION ONLY ON PROJECT TO REPLACE THE OUTDOOR POOL DECK AND THE RE-PLASTERING OF 3 POOLS

Chiapella stated that out of the three contractors that bid for this project it was awarded to California Pools, Inc. This company's reputation is stellar and is one of the largest on the West coast. Tricon was one of the three that bid for the project and is protesting the award decision. A letter was received from their attorney protesting the fact that the award was unfairly decided and that Tricon had the lowest bid. The attorney has asked for a stay on the decision until further investigation of this decision can be made. **Chiapella** stated that the bid was awarded at the special public meeting and Tricon failed to have a representative at that meeting. **Nishikida** was concerned about a possible settlement including attorney fees if Tricon was to sue EFSPD. **Gray** stated that our attorney said that EFSPD did everything by the book and that we should proceed with the plan. **Chiapella** stated if we do not proceed now the project will have to be put off until next fall. The contract was sent to California Pools, Inc. and the project should start on Monday, September 26th.

REPORT FROM SWIM CENTER DIRECTOR

A. Programs

Chiapella stated that he had a meeting with the Douglas Dolphin's team president and worked out the water space issue. The team will get five lanes 2:30pm - 6:00pm Mon - Fri and there will be one public lap lane open for adult lap swimming. It was brought up that there are 3-4 unusual non school days for students when there is teacher training, etc. Since the general public is not aware of these days **Nishikida** suggested the practice times remain the same as on a regular school day. The public is aware of the scheduled time and when it is changed it will catch them off guard and upset the patrons. **Taylor** stated it helps to have the afternoon open for rush time on these non school days. **Nishikida** suggested that both coaches be advised to be as consistent as possible with their regular scheduled times so that our public patrons are not caught off guard. **Chiapella** suggested that the team get three lanes at their regular afternoon practice time, one lane would be for laps and two lanes would be open for the public. He will call the Dolphin Club president and see if they are agreeable with this.

B. Report on Maintenance and Janitorial

Chiapella contacted Pool Pact about the solar panels. If the solar company does not live up to the warranty there may possibly be a court case.

C. Report on the Parking Lot Expansion Project

A concern was brought up about non patrons, mainly high school students, parking in the parking lot. A suggestion was made to place a sign in the parking lot stating that parking is for CVSC patrons only. There was discussion about the hours that CVSC patrons can park in the High School parking lot. **Taylor** asked if there was an agreement with the High School and if the specific hours could be defined. **Chiapella** will look for the original agreement.

Chiapella reported that he attend the Town of Minden meeting and stated at the meeting that EFSPD was against painting both sides of the street red at the entrance to the pool. The town voted in favor of moving forward with painting the curb red on the North side of the street from the traffic circle to 30 ft west of the entrance to the High School parking lot and on the South side of the street to the corner of the CVSC building. **Chiapella** will draft a letter to the county stating that EFSPD would like to see some expansion of the current red zone but not at the expense of loosing 8 parking spaces.

D. Report on Air Handler Project

Carrier was the company that got the job and can not complete the last part of the job as they no longer have the properly trained computer programmer on staff. Building Control Systems will complete the job and Carrier will lose their profits.

CORRESPONDENCE & SUGGESTIONS

Correspondence and suggestions were presented and read.

Taylor stated that a patron had told him about a project that was approved and going forward and he was unaware that a decision had been made on the project. Therefore, he had requested that in the future that all information be communicated to all board members immediately so that no one is caught off guard. **Nishikida** suggested putting upcoming projects in the paper to keep the community informed of projects.

Chiapella passed around an example of the new Entrance Fee Sign and asked for everyone's opinion. The board liked it and it is a go to have it made and put up.

Nishikida inquired about the neighborhood watch sign requested by the man across the street. **Chiapella** stated that he had left the gentleman a message that we are currently not going to put up a sign.

REPORTS/ UPDATES FROM TRUSTEES

None

CLOSED TO PUBLIC: POOL DIRECTOR'S PERFORMANCE EVALUATION

Meeting closed at 8:17 AM and reopened at 9:52 AM.

MEETING WILL OPEN FOR POOL DIRECTOR'S CONTRACT EVALUATION AND RENEWAL

No action was taken.

REVIEW OF AGENDA & DATE OF NEXT BOARD MEETING

The Board will hold its next regular meeting on **October 20, 2011** at the CVSC in **Minden, NV** at 7:00 AM.

Items on the agenda will include:

- Human Resource issues (Discussion Only)
- Discussion on scope of work and job description for legal council (Discussion Only)
- Review of water exercise instructor's evaluation form. Clarification of water exercise class space and presentation of survey of exercise class instructor's pay rates. (Possible Action)
- Outside Human Resource Representative (Discussion Only)
- Discussion on possible winter enclosure for main outdoor pool (Discussion Only)

Upon motion by **Harris**, second by **Nishikida**, the meeting adjourned at 9:57AM.