

Fernley Swimming Pool District
300 Cottonwood Lane
Fernley, NV 89408
www.fernleyswimmingpool.com

Board of Trustees
Nancy Clarke, Chairman
Paula Kerr, Vice Chairman
Cheryl Howell, Treasurer
Marty Hanna, Secretary
Pat Smith, Member at Large

Fernley Swimming Pool District

Regular Meeting

Thursday, October 18, 2018; 6:00PM

Location: Fernley Swimming Pool Multi-Purpose Room, 300 Cottonwood Lane

Minutes

6:00 PM – Opening of Meeting: Pledge of Allegiance

The Board of Trustees may take items out of order to accomplish business in a more efficient manner, to combine two or more agenda items for consideration, and to remove Agenda items or delay their discussion at any time.

Chairperson's Statement: *To avoid meeting disruptions please place cell phones & beepers in silent mode or turn them off during the meeting. All meetings are recorded. When addressing the Board, please come to the front table, state your name clearly for the recording device and kindly sign in on the clipboard. Thank you for your understanding.*

NOTE: *In accordance with NRS 241.020(3)(a) and (b), a copy of the Agenda is posted and available three business days prior to any District meeting on the [Fernley Swimming Pool District website www.fernleyswimmingpool.com](http://www.fernleyswimmingpool.com) and on the Nevada Public Notice website <https://notice.nv.gov>. Agenda supporting documents are available for review at each meeting, copies are available upon request at the Facility Directors Office located at the Fernley Swimming Pool, 300 Cottonwood Lane or call 775-575-2121.*

1. Call to Order/ Roll Call

Chairman, Nancy Clarke – Present
Vice Chairman, Paula Kerr – Present
Treasurer, Cheryl Howell – Present
Member at Large, Pat Smith – Present
Secretary, Marty Hanna – Excused Absence

Interim Director, Scott Gillespie – Present

2. Agenda Approval

Paula Kerr motioned to approve the October 18, 2018 Agenda
Cheryl Howell 2nd the motion

Passed with 4 Ayes

3. Public Input

Public comment is limited to five (5) minutes per person. If you wish to comment on an Agenda item please do so when input for that item is opened and comment when recognized by the Chair. Items not on the agenda for this meeting cannot be acted upon other than to place them on future agendas. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting (Note: Reasonable efforts will be made to accommodate people with physical disabilities. If you need any special assistance, please call 775-575-2121 at least 24 hours in advance.)

4. Reports

This item is for Board Members, the Facility Director or Acting Director, and any public entity representatives to provide general information to the Board and the public.

No Action Will Be Taken On This Item. For information and discussion only.

Cheryl Howell gave the Treasurer report

Total Revenue	\$ 161,354.04
All Expenses	<u>\$ 54,686.90</u>
Surplus	\$ 106,667.14

Scott Gillespie gave the Directors report

The top PLU for September was Senior Aquafit

A total of 1519 Full access customers

Over 40 kids signed up for fall swim lessons

62 patrons took advantage of the Loyalty program

Lifeguard training days on every Friday with white cap drills during most shifts

Lumos & Associates has sent a full set of bid documents for the parking lot project. It is available if anyone wants to review it

Plans are to install the monument sign around the spring time. Nancy Clarke is in touch with the city in regards to potential sign requirements and permits.

For full discussion, please refer to the audio on our website

5. Consent Agenda

Items placed in this section are a matter of routine business, which are expected to involve little or no discussion by the Board or the public. The Consent Agenda is usually voted on in one motion and one vote. However, if any Board Member so desires, individual items may be discussed and/or voted on as a separate matter of business.

Action may or may not be taken.

5a. For Possible Action to approve the minutes from the September 27, 2018 regular meeting and October 10, 2018 special meeting.

5b. For Possible Action to approve vouchers and bills

Paula Kerr motioned to approve the minutes from the September 27, 2018 regular meeting, the October 10, 2018 special meeting along with the vouchers and bills

Cheryl Howell 2nd the motion

Passed with 4 Ayes

6. For Discussion, Consideration and Possible Action To begin the process of making a Mission Statement in order to define the updated vision of the Fernley Swimming Pool in the Fernley community.

(by Marty Hanna)

Item #6 has been moved to the November 15, 2018 meeting

For full discussion, please refer to the audio on our website

7. **For Discussion, Consideration and Possible Action** To begin the discussion of landscaping upgrades to reduce the usage of water.

(by Nancy Clarke)

Discussion Only

The water has been turned off for the winter. If anyone has any suggestions or ideas take pictures and send them to Nancy.

Scott suggested water fountains and pet fountains for consideration.

For full discussion, please refer to the audio on our website.

8. **For Discussion, Consideration and Possible Action** To address the Policies and Procedures statement agreed to at the July regular meeting for usage of the pavilion, pool, and park areas, and amend to reflect our policy regarding firearms.

(by Nancy Clarke)

Discussion Only

Discussed potential wording and areas for possible signs to clarify our policy on firearms.

Tabled till next meeting

For full discussion, please refer to the audio on our website.

9. **For Discussion, Consideration and Possible Action** To discuss and possibly approve the sample bid documents for future contracted jobs.

(By Marty Hanna)

Discussed the sample bid document for smaller projects. It is in word document form so that it can be adjusted to the pools future projects.

Pat Smith motioned to approve the sample bid documents for future contracted jobs
Cheryl Howell 2nd the motion

Passed with 4 Ayes

For full discussion, please refer to the audio on our website

10. **For Discussion, Consideration and Possible Action** To discuss and approve the bid documents prepared by Lumos for our pavement and concrete replacement Capital Improvement Project.

(by Nancy Clarke)

The office has a full copy of the bid documents for anyone to view
Lumos & Associates will accept and review all bids for the concrete, asphalt and possible electrical trench for the monument sign

Pat Smith motioned to approve the bid documents prepared by Lumos for our pavement and concrete replacement Capital Improvement Project

Cheryl Howell 2nd the motion

Passed with 4 Ayes

For full discussion, please refer to the audio on our website

- 11. For Discussion, Consideration and Possible Action** Review the current Attorney contact guidelines contained within the Duties of our Fernley Swimming Pool Board Manual.

(by Nancy Clarke)

Discussion Only

Discussing the different rules and regulations as to who may have attorney contact.

Cheryl Howell suggested that # 8 and #11 be tabled to the November 15th, 2018 meeting

For full discussion, please refer to the audio on our website.

- 12. For Discussion, Consideration and Possible Action** To extend Scott's interim appointment until 11/15 so that he will have an opportunity to train the new Facilities Director.

(by Paula Kerr)

Cheryl Howell motioned to extend Scott Gillespie's interim appointment until 11/15/18 for training.
Pat Smith 2nd the motion

Passed with 4 Ayes

For full discussion, please refer to the audio on our website.

13. Public Input

NOTE: Public comment is limited to five (5) minutes per person. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting.

14. Discussion and Consideration of Future Agenda Items to include:

Mission Statement
Firearm policy and procedures
Attorney contacts within the Board

15. Adjournment 7:04 PM

Certificate of Posting

I, **Scott Gillespie, Acting Facility Director for the Fernley Swimming Pool District**, do hereby certify that I caused to be posted, a copy of this agenda in accordance with NRS 241.020 at the following locations on or before **October 15, 2018** before 9:00 am at

- Website: www.fernleyswimmingpool.com/agenda.html

- State of NV Public Notice website: <https://notice.nv.gov/> (select City, City of Fernley, Fernley Swimming Pool District)

- Fernley Swimming Pool – 300 Cottonwood Lane, Fernley, NV 89408

- City of Fernley – 595 Silver Lace Boulevard, Fernley, NV 89408

- Fernley Post Office – 315 E Main Street, Fernley, NV 89408

- Fernley Justice Court – 565 E Main Street, Fernley, NV 89408

The Agenda for October, 18, 2018 and supporting documents are available for review at each meeting, and copies are available upon request at the Facility Directors Office located at the Fernley Swimming Pool, 300 Cottonwood Lane or call 775-575-2121.

Reasonable efforts will be made to accommodate people with physical disabilities. Please call in advance if you need any special assistance.

I do hereby certify that I personally posted a copy of this Agenda at the above checked location on

Date: _____ at (Time) _____

Name: _____ Title: _____