

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
June 19, 2018 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:00 p.m. by Vice President Teeter.

Roll Call of Board members present: Jeff Hemphill, Kathie Garnier and David Teeter. Absent: Wilson and Meserve.

Staff Present: Dan Newton, Executive Officer, Heidi Whitlock, Secretary and Reesa Rice, Pool Director.

APPROVAL OF AGENDA: Motion by Board member Garnier, second by Board member Hemphill, to approve the agenda. Motion carried unanimously. Absent: Wilson and Meserve.

3 APPROVAL OF MINUTES: Motion by Board member Garnier, second by Vice President Teeter, to approve minutes for the May 15, 2018 meeting. Motion carried unanimously. Absent: Wilson and Meserve.

4 CORRESPONDENCE: None.

5 PUBLIC COMMENT: None.

6 MATTERS FOR BOARD CONSIDERATION:

6A Financial Reports through June 8, 2018 & 2017/2018 Budget Discussion

Mr. Newton stated that the attached reports are those typically provided to the Board and asked for questions. He directed the Board's attention to the large spreadsheets stating the actual, to date, revenues and expenses. He closed by stating that the revenues are close to what was predicted and expenses are a little lower than projected but also close.

6B Approving 2018/2019 Budget

Mr. Newton stated that the attached budget reflects the anticipated revenues and expenses for the upcoming year and read the line items and budgeted amounts. He continued that the numbers were developed to produce a balanced budget and some of the revenues were increased based on last year's experience. He continued that staff held the staffing number to an amount they felt would be adequate with past experience and concluded that it is a tight budget.

Board member Garnier inquired about the \$2,700 amount for geothermal.

Mr. Newton responded that it is turned off in the summer instead of being charged the \$2,100 per month rate. He continued that natural gas would be used instead as the pool is getting charged the raw rate.

Conversation occurred regarding how the \$2,100 cost was determined and how it was based on pumping costs for the City.

Vice President Teeter inquired about the lack of capital project funding.

Ms. Rice responded that it will have to be a slow process and that all capital improvements will have to be completed in sections hopefully using donated man hours.

Board member Garnier inquired as to whether or not grants were available.

Ms. Rice responded that grants only seem to be available for programming and that they are not really there for construction projects.

Ms. Rice continued that, as long as they are improving, even if only a little each year, the experience will be better each year. She added that the Rotary Club has already talked about assisting with man hours if adding volleyball courts.

Vice President Teeter stated that he has heard good things about the improvements made since last year.

Motion by Board member Garnier, second by Board member Hemphill, to approve the 2018/2019 budget. Motion carried unanimously. Absent: Wilson and Meserve.

6C Resolution No. 18-28, Approving Authorized Signers for 2018/2019 fiscal year

Mr. Newton stated that the item is for authorizing those who are able to sign claim forms and transfers for the HLVRA. He added that the only change is updating the form to remove Mr. Hancock and add himself to the form.

Motion by Board member Hemphill, second by Board member Garnier, to approve Resolution No. 18-28, authorizing signers for 2018/2019 fiscal year. Motion carried unanimously. Absent: Wilson and Meserve.

6D Approve City Reimbursement Request through June 1, 2018

Mr. Newton stated that the requested City reimbursement is for services from May 5, 2018 through June 1, 2018. He added that the breakdown between City Administrative staff time and pool employees is also included.

Motion by Board member Hemphill, second by Board member Garnier, to approve the City's reimbursement request. Motion carried unanimously. Absent: Wilson and Meserve.

6E Approve Agreement with Lassen Community College Adaptive PE Class

Ms. Rice stated that management wished to approve an agreement between the pool and the Lassen Community College (LCC) Adaptive PE Class. LCC Adaptive PE class wants to utilize the shallow end of the pool for class instruction during the summer semester (June 15-August 3) on Fridays and during the fall semester (August 20-October 12) on Mondays and Wednesdays. The class will be offered during the time when no other programming is taking place.

Board member Garnier inquired as to whether or not it would affect public swim hours.

Ms. Rice responded that no, it would be during programming times.

Motion by Board member Hemphill, second by Board member Garnier, to approve the Agreement with LCC Adaptive PE class. Motion carried unanimously. Absent: Wilson and Meserve.

6F Update on Pool Operations

Ms. Rice stated that the summer season has officially started. She continued that, thus far, swim lessons have been a great success and staff has received a lot of positive feedback. Public swim has been averaging over 100 swimmers daily and the programs have gained in population as the weather has warmed up. He concluded that all operations have been running smoothly.

6G Update on Pool Warranty

Mr. Newton stated that this item was discussed during the last meeting and it was requested of staff to bring back the warranty information for the Board's review. He continued that the multiple warranties go through June 15, 2019 with the exception of the gutter work that was recently completed that now has a warranty that goes through March 7, 2020.

Vice President Teeter inquired as to whether or not there was anything else they needed to worry about.

Ms. Rice stated that there was a geothermal pipe issue that also needed to be worked on but it was already fixed. She explained that a different material was needed that could handle the temperature of the 160° water.

6H Discuss Fundraising Options

Vice President Teeter stated that he requested this item be discussed. He continued that he would like to see the Board schedule a goal to reach. He added that maybe the Board could fundraise, or the individual agencies.

Mr. Newton responded that he has yet to vet it but, he was recently notified that the City was not able to fundraise due to its tax status. However, we can look into whether or not it is possible.

Board member Garnier suggested that Rotary host a BBQ with all profits going to the pool or, perhaps, have people donate items and have a yard sale with money made going to the pool.

Vice President Teeter responded that a list of projects/wants was needed and he would like to have the list include the project, associated cost, and who can help. He added that, whatever fundraising was done, he wanted to include Lassen Aquatics in it, he didn't want them to be kicked out of it.

Ms. Rice responded that volunteers are always appreciated and some groups may even have grants available to put towards community projects. She continued that she will look into those to see if that would be an option. She added that some groups have requested a family movie night and that a particular group may even be able to donate the screen.

6I Lassen Aquatics Banner Request

Ms. Rice stated that Lassen Aquatics requested a sponsor banner to be hung on the fence within the pool area. She continued that the request was brought to the Board so size and location, as well as any concerns, could be discussed.

Camille Buehler (Lassen Aquatics) – stated that she would like to like to have one large banner with removable sponsors to be attached by Velcro.

Board member Hemphill suggested putting the banner on the fence to where it can be used as a windbreaker.

Ms. Rice inquired of Ms. Buehler what the size of the banner will be.

Ms. Buehler stated that she does not yet have the dimensions as they are still in their sponsorship drive and they have to see if sponsors donate enough to be listed.

Mr. Newton asked Ms. Buehler if she has time to bring back dimensions at the next meeting and maybe we can amend the agreement to include that as permitted.

Ms. Buehler stated that she has time.

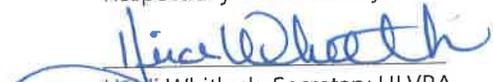
Vice President Teeter stated that he thought that bringing back the agreement would be a good option.

7 BOARD MEMBER ISSUES/REPORTS: None.

Meeting adjourned at 3: 40 p.m.


Brian Wilson, President

Respectfully Submitted by



Heidi Whitlock, Secretary HLVRA

Approved on August 21, 2018