

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
August 21, 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 President Wilson.

Roll Call of Board members present: Wilson, Meserve, Hemphill, Teeter and Moore.

Staff Present: Dan Newton, Executive Officer, Heidi Whitlock, Secretary, Reesa Rice, Pool Director, Tony Jonas, Assistant Pool Manager and Nancy Cardenas, Treasurer.

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

3 APPROVAL OF MINUTES: Motion by Board member Hemphill, second by Vice President Teeter, to approve the minutes of the May 15, 2018 meeting. Motion carried unanimously. Abstain: Moore.

Motion by Vice President Teeter, second by Board member Hemphill, to approve the minutes of the June 19, 2018 meeting. Motion carried unanimously. Abstain: Wilson and Meserve.

Eileen Spencer (public) offers that the meeting minutes can only be approved by those members who were in attendance; therefore, the previous minutes could not be approved.

President Wilson responded that they could be approved.

Motion by Board member Meserve, second by Vice President Teeter, to approve the minutes of the July 17, 2018 meeting. Motion carried unanimously. Abstain: Moore.

4 CORRESPONDENCE: None.

5 PUBLIC COMMENT: None.

6 MATTERS FOR BOARD CONSIDERATION:

6A Financial Reports through August 17, 2018

Mr. Newton presented the reports as provided and stated that the 11"x17" handout represented the projected revenues and expenses. He continued that the grey blocked areas are the projections based on last year's actual numbers and stated that the July numbers were actuals. He added that, as previously discussed, most months are for the previous month's usage.

Mr. Newton stated that we are still not sure of the total previous year's revenues as the fiscal year still needs to be reconciled; however, it looks like we had \$24,878 in expenses and approximately \$27,000 in revenues. He added that that amount does not include the previous fiscal year's revenues taken in that will be allocated to the current fiscal year.

Mr. Newton then presented the chronological detail report and stated that they have approximately \$75,000 cash.

President Wilson asked where the Board was financially compared to last year.

Mr. Newton responded that they are about the same. He added that the starting balance last year was about \$125,000 and this year it was approximately \$107,000. However, last year there were capital improvement projects still being completed.

6B Approve City Reimbursement Request through July 27, 2018

Mr. Newton stated that the request is for the City to be reimbursed for the operational, management and staffing costs for the pool. He continued that there were \$1,044 in administrative costs and \$28,686.27 in operational costs for a total of \$29,730.27.

Motion by Vice President Teeter, second by Board member Hemphill, to approve the City reimbursement request. Motion carried unanimously.

6C Consider Approval of Agreement with Lassen Union High School District

Ms. Rice stated that the attached agreement is the agreement approved by the Lassen Union High School District. She continued that \$300 will be collected each week from LHS for the use the pool.

Vice President Teeter inquired as to whether or not it would affect the other programs going on at the pool.

Ms. Rice responded that it would not.

Motion by Board member Meserve, second by Board member Moore, to approve the agreement with the Lassen Union High School District. Motion carried unanimously.

6C Update on Pool Operations

Ms. Rice stated that the pool has provided service for a lot of people in the community and, to date, over 400 swim lessons have been provided. She continued that the new fall schedule is out as they are trying to bring in more revenue since they are already looking at ways to save on pool operations as fall numbers are typically low.

She continued that everyone is now back in school but private lessons are still available. She added that the Lassen Community College Adaptive PE class is in the water and had a "Kick Off". The LHS is "Kicking Off" this week as well.

Ms. Rice added that there is also an Eagle Scout looking to have a flag pole installed at the pool site.

Vice President Teeter stated that the only complaint he is hearing is regarding public swim hours in the evening. He added that he is aware of the struggle but, staff will need to review it before next season.

Ms. Rice responded that her and her Assistant Manager have discussed it and they may offer an evening swim. She continued that they want to provide service to the majority of the community but, that means some will be disgruntled and she cannot justify the cost of lifeguards with little attendance. She stated that it will be a balancing act.

Vice President Teeter responded that he wanted to bring it to her attention as it is what he is hearing.

Ms. Rice responded that realistically, the pool is open 7 days a week. She added that she believed much of the public thought the summer schedule was the same as the shoulder spring and fall schedules and that they will do a better job next year getting the information out to the public faster.

Vice President Teeter approved of her response.

6D Discuss Regarding Grand Jury Findings

Mr. Newton stated that the Grand Jury's findings were provided for the Board's review. He continued that he assumed the Board has reviewed the report and was ready to discuss the item during this meeting. Mr. Newton stated that he has been in discussions with the Auditor and Treasurer in hopes they would respond to the accounting portions. He stated that staff was looking for direction as to who should prepare the response.

President Wilson requested comments from the Board.

Board member Hemphill requested the response be brought before the Board prior to submitting to the Grand Jury.

President Wilson agreed and stated that Mr. Newton, Ms. Wemple and Ms. Cardenas could complete the response.

Ms. Cardenas responded that staff have already worked together to fix many of the items mentioned in the report and that it has gone very well this past year.

Ms. Spencer stated that the Board has made some mistakes including the hiring of the first manager. She continued that the changes brought about with three different Board members should have happened a while ago. She offered thanks to Ms. Rice for a job well done as she is only hearing good things from the public. She concluded by stating the Board needed to listen to the public and to not disrespect their opinions.

Direction was given to draft the Grand Jury response and bring it back to the Board for review.

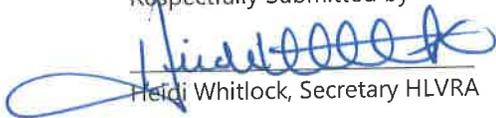
7 BOARD MEMBER ISSUES/REPORTS:

Board member Meserve stated that he has only heard positive comments regarding the pool.

Meeting adjourned at 3:41 p.m.


Brian Wilson, President

Respectfully Submitted by


Heidi Whitlock, Secretary HLVRA

Approved on September 18, 2018