

HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
February 19, 2019 – 3:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130

Meeting was called to order at 3:27 p.m. by President Wilson.

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

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

1 APPROVAL OF AGENDA: Motion by Board member Moore, second by Vice President Teeter, to approve the agenda. Motion carried. Ayes: Moore, Teeter and Wilson. Absent: Hemphill and Meserve.

2 APPROVAL OF MINUTES: Motion by Vice President Teeter, second by Board member Moore to approve minutes from December 18, 2018. Motion carried unanimously. Aye: Moore, Teeter and Wilson. Absent: Hemphill and Meserve.

3 CORRESPONDENCE: None.

4 PUBLIC COMMENT:

Susie (Lassen Volcanos Swim Team) – stated that she was on the Board for the swim team and they wanted to check to see how everything was moving forward for the upcoming season. She added that any information that could be provided to their Board would be most helpful.

President Wilson responded that he was not aware of information that could be shared at this time but suggested that she contact Reesa, the Pool Director.

Ms. Rice responded that she emailed Camille Buehler last week and she could forward that email to her if she would like.

President Wilson stated that he was looking forward to the upcoming swimming season.

President Wilson stated that he would like to see the items discussed backwards to allow time for other members to be present prior to item 5A.

5 MATTERS FOR BOARD CONSIDERATION:

5C Approve City Reimbursement Request through January 25, 2019

Mr. Newton stated that item 5C is the City's request for services and operational costs from December 1, 2018 through January 2, 2019. He continued that the breakdown of the reimbursement costs are attached, along with an invoice for the Board's review. He added that the administrative costs were \$640.49 and the pool employee costs were \$792.78 for December and \$297.90 and \$621.20 for January for a total of \$2,352.37 as reflected in the invoice.

President Wilson inquired as to how many hours Ms. Rice was working a month and if it was roughly 30 hours.

Ms. Rice responded that it comes out to about 5 hours a week, or 10 hours a pay period. She continued that there are various tasks but they are limited and she has not starting doing a lot of the heavy lifting yet.

President Wilson asked Ms. Rice if March was going to start picking up.

Ms. Rice responded that it will a little but mostly in April.

President Wilson inquired as to how many hours she saw herself working in April on pending projects.

Ms. Rice responded that she would probably be ready for more in March as she is still awaiting vendor responses.

Motion by Board member Moore, second by Vice President Teeter, to approve the City's reimbursement request. Motion carried unanimously. Aye: Moore, Teeter, and Wilson. Absent: Hemphill and Meserve.

5B Financial Reports through February 13, 2019

Mr. Newton stated that the item consists of the financial reports for the Authority. He continued that, per usual, there are various reports attached that go through February 13, 2019. He stated that, although not listed, there is also a project budget and revenue and expense report attached.

Mr. Newton continued that, if we looked at that report, the shaded areas are projections and the white areas are actuals. Mr. Newton discussed the modification to the geothermal agreement and the change to billing for the actual pumping costs from June through October. However, November through may would be charged at the normal rate which would equate to \$379.09 per month.

Mr. Newton then discussed revenues and stated that not much has changed since the pool has not been open.

Vice President Teeter requested confirmation that the County has send payment for their annual contribution.

Nr. Newton responded that we have not yet seen the payment.

President Wilson requested that Mr. Newton ask Mr. Egan for a timeframe of when the payment will come in and possibly set it annually.

Mr. Newton stated that the anticipated revenues versus expenses looks fine to date. He added however, that it is imperative that the HLVRA receives the money from the City and County annually.

President Wilson stated that he is happy to see that we have approximately \$48,000 in cash left this fiscal year per the projection sheet. He then requested that staff add an item to an upcoming agenda regarding grant writing, even if the grantor requires a match.

Mr. Newton responded that we have City staff who are attending trainings and are keeping an eye out for possible funding opportunities.

Ms. Rice voiced her concern with the City applying for grants for the pool as it would make the pool compete with the City.

Mr. Newton responded that those types of items the City would pass along to Reesa, not that other City staff would be writing the grant for the HLVRA.

5A Appointment of President and Vice President for 2019

Motion by Board member Teeter, second by Board member Moore, to elect Board member Wilson for President. Motion carried unanimously.

Motion by President Wilson, second by Board member Moore to elect Board member Teeter for Vice President. Motion carried unanimously.

5B Financial Reports through February 13, 2019. Item heard before 5A.

5C Approve City Reimbursement Request through January 25, 2019. Item heard before 5B.

6 BOARD MEMBER ISSUES/REPORTS:

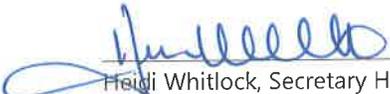
President Wilson inquired as to when open day would be.

Ms. Rice responded that we are looking at opening on April 29th.

Meeting adjourned at 3:58 p.m.


Brian Wilson, President

Respectfully Submitted by


Heidi Whitlock, Secretary HLVRA

Approved on April 4, 2019