

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
November 19, 2019 – 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, Riggs, Moore, Teeter and Hemphill.

Staff Present: Dan Newton, Executive Officer, Angelina Chamblee, Administrative Staff Assistant, and Reesa Rice, Pool Director.

1 APPROVAL OF AGENDA: Motion by Board Member Teeter, second by Board Member Moore to approve the agenda. Motion carried unanimously. Ayes: Wilson, Teeter, Riggs and Moore and Hemphill.

2 APPROVAL OF MINUTES: Motion by Board Member Riggs, second by Board Member Moore, to approve the minutes from the July 16th, 2019 meeting. Motion carried. Ayes: Wilson, Teeter, Riggs, Moore and Hemphill.

3 CORRESPONDENCE: None.

4 PUBLIC COMMENT: Board Member Riggs stated she was not contacted when the October meeting was cancelled and asked to be contacted if there are any changes to a board meeting.

5 MATTERS FOR BOARD CONSIDERATION:

5A Financial Reports Through November 12, 2019

Dan Newton presented the financial reporting from September 10, 2019 through November 12, 2019 to the board. He explained the reports in detail and the revenue and expenditures. The net ending balance was \$147,128.54. President Wilson commented it's good the revenue was \$4,000.00 more than last year at this time. Ms. Rice mentioned that the Adaptive PE was charged a bit more money and so was the High School Swim team. This is where some of the additional revenue is coming from.

5B Consider Approval of City Reimbursement Request September 7th, 2019 through November 1st, 2019

Mr. Newton stated that the reimbursement included is for a total of \$18,458.80, asking the board to approve the request for reimbursement. President Wilson asked if there are any outstanding paycheck amounts. Ms. Rice stated all lifeguards were paid on their last day, all wage expenses for the lifeguards were encompassed in reimbursement. Ms. Rice also stated there was one lifeguard that worked 4 hours, if it does not reflect in this reimbursement request then it will be on the next request.

Motion by Board Member Teeter, second by Board Member Hemphill to approve the reimbursement request for City staff and City administrative services. Motion carried unanimously. Ayes: Wilson, Teeter, Riggs, Moore and Hemphill.

5C Diving Board Project

Mr. Newton went over the fiscal impact of the diving board project in detail. Ms. Rice explained the bids for the diving board. Board Member Riggs asked if it is known what the fiscal impact would be having a diving board. Ms. Rice explained there is not a way to know, but studies have been done that show the more amenities that are offered the more income is generated.

President Wilson asked if there was a transfer of money to the Pool Facility Improvement Fund. Mr. Newton explained the action last meeting was just for the repairs. The money for the Pool Sustainability Fund was in the resolution that the Board adopted to transfer \$20,000 from Fund Balance and \$10,000 out of Operations budget for this year. There is \$30,000 in the Pool Sustainability Fund which is for the maintenance of the facility long term, but there has been no money transferred for improvements. Mr. Wilson would like to go into detail about this in a future meeting.

Motion to approve transfer of \$21,000.00 into the restricted Pool Facility Improvement Fund and approve the purchase of the diving board in the amount of \$15,207.45 plus tax from Recreonics Inc. by Board Member Teeter second by Board Member Moore.

5D Attorney Services

Mr. Newton explained the service fee for the current attorney has increased. Mr. Newton requests The Board to provide direction to the staff on whether to switch to a new attorney or to use the same attorney and pay the increased cost. Mr. Newton will talk to other facilities to see who they use for an attorney.

Board Member Riggs asked if Board Members can be sued directly as she is not covered by insurance at the current time. President Wilson said the liability coverage with the pool should cover Board Members as well.

6 Board Member Issues / Reports

Board Member Riggs asked about what happed with the sod for the side of the facility. President Wilson advised Board Member Riggs it had been postponed allowing other projects to take precedence. Ms. Rice advised the Board there was a donation made by the Monticola Club in October for \$675.00 towards a new umbrella and table and a gift certificate for tree to plant outside the pool.

President Wilson would like a letter sent out thanking those who donated letting them know that purchases are now being made.

Meeting adjourned at 3:44 p.m. by President Wilson


Brian Wilson, President

Respectfully Submitted by:


Angelina Chamblee, Secretary HLVRA

Approved December 17, 2019