

# HONEY LAKE VALLEY RECREATION AUTHORITY

## GOVERNING BOARD

BRIAN WILSON, PRESIDENT  
JIM CHAPMAN, VICE PRESIDENT  
LARRY WOSICK, BOARD MEMBER  
NICK MCBRIDE, BOARD MEMBER  
DAVID MESERVE, BOARD MEMBER

## STAFF

JARED G. HANCOCK, EXECUTIVE OFFICER  
HEIDI WHITLOCK, PROJECT MANAGER  
NORMA SCHEETZ, TREASURER

# HONEY LAKE VALLEY RECREATION AUTHORITY GOVERNING BOARD MEETING

City Council Chambers  
66 North Lassen Street, Susanville, CA 96130

**December 16, 2014 - 3:00 p.m.**

### Addressing the Board

- Any person desiring to address the Board shall first secure permission of the presiding officer.
- Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the public at a time provided in the Agenda under Public Comment
- The Board of Directors will not take action on any subject that is not on the Agenda

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**1 CALL TO ORDER**

**2 ROLL CALL BOARD OF DIRECTORS**

**3 AGENDA APPROVAL**

**4 APPROVAL OF MINUTES: Approval of minutes from the November 4, 2014, and November 18, 2014, meetings.**

**5 CORRESPONDENCE: None.**

**6 PUBLIC COMMENT**

(any person may address the Board at this time to comment on any subject not on the agenda. However, the Board may not take action other than to direct staff to agendize the matter at a future meeting.)

**7 MATTERS FOR BOARD CONSIDERATION:**

- A. Update of Financing Options
- B. Approval of LWCF Application and Resolution 14-02
- C. Update on Phase I & II
- D. Review Preliminary Site Design Option
- E. Property Acquisition Update
- F. Demolition Update
- G. Letter to New Treasurer

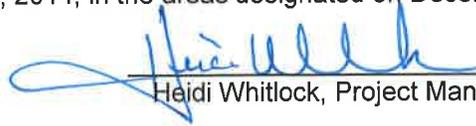
**8 BOARD MEMBER ISSUES/REPORTS:**

**9 PUBLIC COMMENT ON CLOSED SESSION ITEMS (if any): Any person may address the Board at this time upon any discussion item under consideration during Closed Session.**

**10 CLOSED SESSION: None.**

- ***The next meeting will be held on January 6, 2015 at 3:00 p.m.***

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for December 16, 2014, in the areas designated on December 12, 2014.

  
Heidi Whitlock, Project Manager

AGENDA ITEM NO. 4A

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Minutes of the HLVRA November 4, 2014, and November 18, 2014, meetings.

**SUMMARY:** Attached for the Board's review are the minutes of the HLVRA November 4, 2014, and November 18, 2014 meetings.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** Minutes: November 4, 2014.  
November 18, 2014.

**HONEY LAKE VALLEY RECREATION AUTHORITY  
GOVERNING BOARD MEETING  
Regular Meeting Minutes  
November 4, 2014 – 3:00 p.m.  
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:04 p.m. by President Brian Wilson.

Roll Call of Board of Directors present: Brian Wilson, Nick McBride, Jim Chapman and Dave Meserve.  
Absent: Larry Wosick

Staff Present: Jared Hancock, Executive Officer, Heidi Whitlock, Project Manager.

**APPROVAL OF AGENDA:** Motion by Board member Meserve, second by Board member McBride to approve the agenda as posted; motion carried unanimously. Absent: Wosick.

**APPROVAL OF MINUTES:** None.

**5      CORRESPONDANCE:** None.

**6      PUBLIC COMMENT:**

Eileen Spencer (Public) requests that, since the JPA will be going over the million dollar mark, the JPA provide financial statements at least once a month for the public's review. Mr. Hancock stated that we will see if we can get them once a month but they have to be requested from the County.

**7      MATTERS FOR BOARD CONSIDERATION:**

**7A     Phase 1 Contract**

Mr. Hancock opens by stating that we are looking for any spills or hazardous materials that may or may not have been left on the property. By conducting the Phase I analysis it increases our eligibility to receive clean-up funding in the event that contamination is discovered in the future. We were originally told that a special equipment operator license was required which would have taken the contract to over \$10,000.00 resulting in the Board's approval. However, as of today, we were told the permit is not required. Staff would still like to keep the Phase 1 analysis at the requested, not to exceed the amount of \$14,000.00 in case extra tests need to be conducted, etc... Right now it is under \$10,000.00 but just in case it goes a little over, staff is requesting the increased budget approval.

President Wilson confirms that it is not to use it but just in case it is needed? Mr. Hancock responds that is correct. Vice President Chapman is concerned that giving them a budget of \$14,000.00 will give them permission to perform additional digging and samples to use the entire \$14,000.00. The funding is transparent as it will be reported in the paper etc... they will know the budget and could take advantage. Mr. Hancock responds that the only reason staff is requesting the additional budgeted amount is to avoid any delays and would only be used for work deemed necessary.

Charles "Moose" Mueller (public) inquires as to what exactly we are talking about doing. Mr. Hancock responds that this company is looking for the possibilities of contaminates on the site. They will pull records, review legal filings, check with environmental health etc... and then take soil samples around the two existing underground storage tanks to determine if further testing is needed. If something is found, as long as we performed this first analysis, we would increase our eligibility to receive funding to assist us in cleaning up any contamination – if it were discovered at a later date. Vice President Chapman adds that they are also looking for hydrocarbons that may have migrated away from the

area. He agrees that the analysis must be completed but they should not be given free rein to do so. Mr. Hancock responds that before we would agree to any additional testing etc... we would have to be notified to give them approval.

Motion by Board member Meserve, second by Vice Chapman to approve with reporting to the Board why the firm went over the original dollar amount. Motion carried unanimously.

#### **7B Discuss 2 Year Audit Option**

Mr. Hancock starts by stating that, at a previous meeting, we discussed a one or two year option. We are looking into using Price, Paige and Company as they are also performing the County's audit. Due to the fact that only a handful of transactions have occurred, we were informed that a two year audit was acceptable and the County Treasurer was in agreement. We have received a letter from Norma Scheetz stating that we are eligible and she is comfortable with this decision.

Board member McBride inquires if we will be able to go back to a single year audit if we start with a two year. Mr. Hancock responds that, yes, we will be able to do so as the nature of the transactions will be changing significantly once the pool is in operation. We will not only be switching to single year audits but also setting up internal controls related to pool operations.

Eileen Spencer (public) again states that the public will want to have access to the financial statements to see where the money is going.

#### **7C Design Workshop**

Mr. Hancock opens the workshop by introducing Justin Caron, of Aquatic Design Group, while stating that he attended the Public workshop and is here to present the conceptual designs based on the information gathered.

Mr. Caron introduces himself and begins the power point presentation starting with the history of how the JPA got to this point starting with the analysis of the first 19 sites down to 3 top sites. He then states that he visited the site and discussed possible program needs and other issues to be addressed. The parameters: the site is made up of two properties that combine to make three (3) acres and the construction budget is approximately \$2.5 million. The highlights from the last workshop: \$2.5 million is not much for a pool but great input was received, the community is comfortable with a seasonal pool to start but only if the ability to add a cover at a later date exists and the community is much more focused on a multipurpose pool for everyone than any other option.

Mr. Caron continues with typical programs which include competitive, instructional, fitness and recreation. Instructional is where most revenue is generated followed by recreation. But, fitness benefits everyone.

Typical pool issues include: size, one pool vs. multiple, indoor/outdoor, water temperature (fitness vs. competitive), water depths 3'6" to competition depth, deck area requirements, storage spaces and other buildings. Whether the pool enclosure would be traditional brick and mortar or a pre-engineered building was discussed as well as the ability to cover multiple pools, etc...

Mr. Caron continues that ADG was very aware of not only building costs, but also operating costs. We have talked with many other operators to give you information on their operating costs. Currently, about 55% of their revenue comes from recreation, 28% from swim lessons with the other coming from programs, group sales and competitive swimming. Expenses currently come from labor at 43%, 24% utilities, 17% benefits, 5% maintenance/repairs, 4% advertising and the remaining going to cost of insurance and other. Cost recovery also needs to be discussed, the more recreation you have the more revenue you will be able to generate. He then states that, as a Board, you may decide you need a lap lane pool, which fine, but, it will not bring in revenue.

Bill Feierabend (public) asks what kind of revenue ADG thinks we can receive? Mr. Caron responds that it depends on the facility. If it was strictly recreation it could be 100% but if it was competition it could be closer to 50%.

Vice President Chapman inquires as to whether or not the expense analysis is generic. Mr. Caron states that it is based on approximately 500 facilities from 2005-2010 on average. Vice President Chapman states that the utilities will be a big impact since we have geothermal available and will be substantially cheaper than what is "average". Mr. Caron states that, yes, significantly. There are numbers worked up on paper that need to be studied but are not included on the slides as it would have been too complicated. The 24% could drop to as low as 10-15%.

Vice President Chapman also pointed out that we should not be calling the community swimming pool, not an aquatic center. We need to keep it as such so we don't lose members of the community.

Mr. Caron shows Option 1. He states we would keep the site level and keep parking and buildings where they are currently located. Buildings in the center and pool(s) on the back side of the property. It would include a single covered pool 25 yards – 6 lanes with shallow end for activities. Cost - \$2.7 million for hard costs, \$3.8 including soft costs.

Bill Feierabend states that we do not have the money for a covered pool at this time.

Option 2: 2 pools, patio space, with everything else the same. \$2.9 million. Richard Egan asks what is NOT included in this cost scenario. Mr. Caron responds that the abatement/demolition of the existing pool is not included in that price.

Vice President Chapman inquires as to where the well is located in regard to the buildings as they are laid out. Mr. Hancock shows on the slide that it is located just to the left of the proposed building. Vice President Chapman then inquires about the status of said well. Mr. Hancock responds that the well is to be preserved as part of the terms in the abatement/demolition. We could not perform testing etc... as it is cost prohibitive. The well has not been used, the motor is spinning freely but other repairs may be needed. Vice President Chapman inquires as to what the well will be used for. If it is not being used to fill the pool itself, maybe it can be used for radiant heating... including the parking lot? Mr. Hancock states that there hasn't been much discussion on geothermal capabilities because it is pretty straight forward. Using this well for heating would be impractical as the water is at approximately 100 degrees and would lose temperature fast and the cost to pump it wouldn't be economical. If you used the independent well to fill the pool, it would be able to increase the temperature etc... using the current geothermal system is more practical even though it is not potable but it could still be used under the sidewalks. Vice President Chapman states that both options should be looked into.

Vice President Chapman then inquires as to why it was laid out this way, when did this shift? We looked at demoing the old pool but leaving the substructure thus minimizing the demo area. Laid out in this fashion would subject the pool to prevailing winds and the views of the City and County yards. Mr. Caron interjects that this is only a conceptual design, we can move the buildings around. Vice President Chapman states that he likes this design but he thinks the demolition costs can be reduced and that is the motivating factor for him wanting to change the design. Mr. Caron states that he will take responsibility for the change. With his talks with Mr. Hancock and working on over 1,000 facilities the total savings would only be around \$50,000 which is only a small portion of the \$2.5 million budget but, yes, it all counts. ADG still owes the JPA another design, we can always move things around. Vice President Chapman states again that he likes the design but there are factors being left out. Mr. Hancock states that there are a few restrictions on the site and some are significant. We have a well, a sheriff's shed and access to the County building to consider. Everything else has been done by the consultant. We wanted to know what would fit and what the costs would be. We will be showing four options. I don't want the Board/public to think this is the set design. Vice President Chapman states that he likes seeing these features but he would like to know what other elements can go. There should be a master plan and a base plan that we can choose from. Some of the "restrictions" will be removed in the near future. We need to make sure we figure this out prior to choosing a design.

Option 3: is strictly open recreation water, no competitive swimming space. This was not the preference of the majority but, was a request we wanted to visit. It's probably not the best option but we wanted to give you the option at \$3.0 million.

Mr. Caron continues that, right now, we are looking at \$3.8 million total.

Also, Option 4, for an example of a complete build out, consists 3 bodies of water consisting of a lap pool, therapy pool and a recreation pool. The only thing needed with this option is additional locker facilities. Total is \$8.8 million. The point of this design is to show that, in the future, if you wanted more features, you have the space to do so.

Mr. Caron completes his power point presentation by stating that \$2.5 million is a hard fast number, a year round pool may not be an option at this time. So, where does that leave us? We need to decide which direction we would like to move towards. Once decided, ADG will produce a consensus conceptual design, a formal RFP would be issued for the design of the new community swimming pool.

Tony Jonas (public) requests information on gallons and pool depths on the given conceptual designs. Mr. Caron gives him the appropriate numbers. Other public comment included an inquiry on insurance coverage for spring boards and what the snow rating would be for the pre-engineered structure discussed. Mr. Caron responded that the snow rating for the pre-engineered structure he would suggest, if any, would be 28. For an area such as this, it would be a rather good rating but that would ultimately be decided by the Board.

President Wilson asks if the Board decided to go with Option 1 but without the pre-engineered structure, what could be added with the savings? What feature would be beset to add financially? Mr. Caron responded that a second body of water would probably give the best return. It's unofficial as it's been so long since you have had a swim facility. Generally, peak uses prefer the warm water bodies of water. Those will be your crowded areas.

Bill (LHS) states that the pool will lose money. The Board needs to anticipate that. The High School would like to use the pool for the swim teams we would like to create. It needs to be multifaceted. Maybe the High School could help offset some of the costs. The High School, the College, seniors, the learning to swim programs can use a single body of water long term. He then shows a picture of a pool that he is familiar with. Mr. Caron inquires as to how much that particular pool costs to build and the response was \$2.2 million in 2007. Eileen Spencer responded that both the High School and the College were both asked about their interest in assisting with the cost and they both opted out. We need to build a community pool, not one for the needs of the high school and the college. I don't think it's fair for them to ask us to build a pool around them if they were not interested in partnering.

Board member McBride states that 6 lanes are adequate for high school. I think Option 2 is an excellent starting point. I don't; agree with Vice President Chapman on the location of the parking lot. I also don't like the idea of a staff parking lot, it's a waste of future usable space. The sheriff spot may go and the patio area can be replaced by a slide with a catch pool like I previously suggested. This layout though, is the most feasible. We need to pick one design though and move forward.

Board member Meserve states that where he had been previously, they had an indoor pool which was 25 yards by 25 meters and they were able to compensate for everything with no trouble at all. Mr. Caron adds that the second body of water is strictly being suggested to increase revenue potential. Board member Meserve states he sees nothing wrong with this Option 2 design. Mr. Caron adds that the other good reason to have two bodies of water is just in case one system goes down, you still have a second usable system/pool.

Vice President Chapman agrees with Board member McBride that we need to pick one design and go with it. I just want to make sure that when we finalize it, all factors are considered. One of the negatives I have mentioned were the views of the City and County shops. I think the view should be of the mountains. Here, the buildings get in the way of the view. He then asks what the difference in cost would be if we chose to do a 25 yard by 25 meter pool instead of the 25 yard by 6 lane pool. Mr. Caron stated that it could be up to \$700,000. Vice President Chapman continued if the high school would agree to give \$700,000 to the JPA we would be all over it.

Bill (LHS) states that maybe his vision is different because of his family's experience with swimming. I appreciate what the Board has done to this point. I have no problem sitting down with a planner and figuring out the difference in costs and taking it to my Board to see if we can assist in any way.

Vice President Chapman states that he would also like to not see the entire parking lot paved, only the handicapped areas. We will want to decide what to do with the well and make sure all options are considered. I like Board member

McBride's opinion on this one. He then asks Richard Egan, Lassen County CAO, what his thoughts are. Mr. Egan responds, that if you add the abatement, adjustments for outside etc... the finances are the issue that needs to be resolved. No entity has agreed to commit to an upfront payment.

Public (unidentified male) states that he appreciates all the comments but he thinks this is short cited. I don't know if this has ever been on the ballot two times but we need a senior center and a youth center around this facility. I know it would mean a lot more money but I think if it's presented correctly, people would support it. Multiple persons responded that it has been on the ballot and had not passed.

Bill Feierabend agrees that, yes, Option 2 is favored but he doesn't think the community will back it.

Unidentified female (public) adds that we keep discussing the revenue aspect of the pool. But, we never discuss how much revenue the Police Department or Fire Department bring in. Learning to swim is a life skill, it needs to be important.

Reesa Rice (public) inquires if one pool, like before, is something we can live with? It worked before. Can we look at an "L" shaped pool? President Wilson states that an "L" shaped pool is feasible. She states it would be like having two bodies of water.

Tony Jonas (public) wanted to elaborate that with a pool 25 yards by 25 meters, you are creating 2 pools in one with only adding a limited amount of extra gallons. He is also hoping to see an "L" shaped pool.

Vice President Chapman states that one other thing to look at is to see all the other things that we would like and see if other groups, Eagle Scouts, Rotary etc... can assist with finishing some of these options. We should concentrate on what we need, a basic facility, and save what we want, additional features, for other groups.

Bill Feierabend adds that the non-profit will also be up and running in the near future and will be able to assist.

President Wilson states that it looks as though the Board likes Option 2. What is the bare bones? Pave half the lot. We want a "L" shaped option. We can battle over the exact location at another time and suggests that Mr. Hancock work with ADG on site specifics for design alternatives such as something to block the wind. Also, a 12'6" depth option. President Wilson then thanks Justin Caron for his time and information.

Vice President Chapman requests an updated timeline on the next agenda.

Bill Feierabend inquires as to where we are on property acquisition. President Wilson responds that we are ready to close but are waiting on the results of the Phase 1 and soil analysis.

## **8      BOARD MEMBER ISSUES/REPORTS:**

Request was made to formally request the County Counsel to act as the JPA's Counsel. Mr. Hancock responded that it should be discussed in closed session.

**PUBLIC COMMENT TO CLOSED SESSION ITEMS:** (if any): Any person may address the Board at this time upon any discussion during Closed Session.

Open session recessed at 5:06 p.m. closed session to commence in ten minutes.

**CLOSED SESSION:** At 5:15 p.m. the Honey Lake Valley Recreation Authority recessed to closed session to discuss the following:

- A. Conference with Real Property Negotiator: pursuant to Government Code §54956.8.

Vice President Chapman exited at 6:21 p.m.

10 **RETURN TO OPEN SESSION:** At 6:33 p.m. the Honey Lake Valley Recreation Authority reconvened in open session.

A. Direction to staff, no reportable action was taken.

**ADJOURNMENT:** Meeting adjourned at 6:35 p.m.

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Brian Wilson, President

Respectfully Submitted by

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Heidi Whitlock. Project Manager

**HONEY LAKE VALLEY RECREATION AUTHORITY  
GOVERNING BOARD MEETING  
Regular Meeting Minutes  
November 18, 2014 – 3:00 p.m.  
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:03 p.m. by Mr. Hancock with the request of the attending Board members choose a chairperson until President Wilson arrived as both the President and Vice President were not yet in attendance.

Roll Call of Board of Directors present: Nick McBride, Larry Wosick and Dave Meserve.  
Absent: Jim Chapman and Brian Wilson.

Staff Present: Jared Hancock, Executive Officer, Heidi Whitlock, Project Manager.

President Wilson arrives at 3:05.

**APPROVAL OF AGENDA:** Motion by Board member Meserve, second by Board member McBride to approve the agenda as posted; motion carried unanimously. Absent: Chapman.

**APPROVAL OF MINUTES:** No action taken.

**5      CORRESPONDANCE:** None.

**6      PUBLIC COMMENT:**

Bill Feierabend (public) – states his disappointment with the design options we received from the Aquatic Design Group. He believes that we have already established that we wanted an uncovered facility with the potential to cover later, it be large enough for high school and college swim team events with a depth of 12.5 feet at one end and two diving boards and a possible "L" shape to allow for swim programs for youth and elderly persons. I thought we were all in agreement to this.

**7      MATTERS FOR BOARD CONSIDERATION:**

**7A      Review of financial documents**

Mr. Hancock opens that Norma Scheetz is currently acting as the Treasurer for the JPA and thought that she would be in attendance for the meeting. He then reviews the documents provided by the County discussing budget status, revenue status and expenditures. The documents will be provided on a monthly basis when available.

Eileen Spencer (public) requested to know how much is in the Pennies for the Pool account. Mr. Hancock directed her to the back page as it was listed under a different category with the County. He states that it was added into the packet today as it was not made available when the agenda was originally posted.

**7B      Updated Timeline**

Mr. Hancock states that this item is regarding the timeline for the pool. He stated that he and Lassen County CAO, Richard Egan have been discussing the timeline and agreed that with the holidays fast approaching and other delays, that there was a need to update the timeline as we move forward, in addition to adding extra time in case we could not self-fund construction and needed to find outside financing.

President Wilson had a question about the site design, it shows that it is supposed to be adopted today which it obviously isn't supposed to be. Also, the financing. When are we completing that since it is not reflected on the timeline? Mr. Hancock stated that he would check and make sure they are added.

## **7C Update on Phase I Analysis, soil testing and design options**

Mr. Hancock opens by stating that the JPA had agreed to contract with H&K consultants to perform the Phase I site analysis and the Phase II specific soil testing. On November 13, 2014, this analysis and sampling was performed. He then stated that they were in contact with them as of that morning and we should be expecting the results by the next meeting. We were at the site when the digging was taking place. There were no obvious smells or discoloration that would be consistent with contamination. But, they were taking samples from under the tanks. President Wilson asked if it was Phase I or II? Mr. Hancock replied that the paperwork and research are all part of Phase I. Phase II was the soil sampling.

Eileen Spencer (public) – inquired as to whether or not they were removing the UST's. Mr. Hancock responds that the JPA did not want to move forward if there is any contamination. But, we needed to see if contamination exists. There is no need to take out the tanks at this time. But, if the pool ends up going in that location, we may want to remove them but the cost could be significant if that is the case. Mrs. Spencer asks, so the tanks will stay there? Mr. Hancock responds that that would be the most cost effective option.

## **8 BOARD MEMBER ISSUES/REPORTS:**

Board member Wosick asks to discuss financing a little for the community so they can see how the project will come into fruition. Mr. Hancock begins by stating that both the County and City had initially agreed to contribute \$200,000 annually for the purpose of a community swimming pool. This amount was determined at that time to be enough to build the initial phase pool and then also assist in filling in the gap that would occur in operational costs after the pool opens. The lower we can get the interest rate, the more pool we can build for the community. Currently, government financing is 3% and up. If the City and County would put up collateral, the percentage would be lower than if the pool was the only collateral but would be higher than 3%. The USDA option runs around 3% also, and CDBG Over-the-Counter would also run around 3%. Public financing options, such as revenue bonds, are available but the JPA is still too new and has no assets and no revenue stream. Another option, general obligation bonds, can be acquired because both City and County funding is coming in. But, they are around 4.5% and higher. But the revenue bond may not be feasible unless the contributions are no secured as either the City or County could decide not to pay.

At a previous meeting, the Board had decided to look into internal financing or the USDA option to see if they would work first. If they do not, we can look into other options. However, there is also the cost of issuance and it could take longer to perform. The City Council looks like they may not be able to do so. The County may have to look into other sources. We have been looking into the USDA and CDBG funds for availability.

Board member Wosick asks Mr. Hancock, knowing what he knows now, what do you think would be the best option? And, what would need to be done to secure a private loan. Mr. Hancock stated that there are a few places willing to give private loans to government agencies such as UMPQUA bank. Typically, government agencies will hire a placement firm to look into other types of loans. Board member Wosick states that money is the most important item on the timeline at this time but it's not even mentioned until the end. He suggests placing 3-4 checkpoints between today's date and the date at the end of the timeline. Mr. Hancock ensures Board member Wosick, and the other members of the Board, that we continue working on this item. We are talking with the County to see where they are as well. We have contacted the USDA and they will need to know how much and for how long. CDBG, again, how much? It may not be approved but we do meet guidelines as it related to job creation. If these two options are thrown out, we can look at private funding sources. But, would the City and County be willing to put anything up for collateral to get lower interest rates? We are following the Board's direction because the bullet points for one loan may not be the same with others. We could also consider a pay as you go option and build the features as the funds become available.

Board member Wosick states that we need to know where the money is coming from first, as soon as possible, and how much it will cost. Even if we were building a house, you would need to know how much money you have. Mr.

Hancock responds that we have been working on financing the entire time and will continue to do so. We can give you weekly updates if needed. We will have to bring back options to the Board. Board member Wosick inquires as to how we do this if we don't know how much it will cost us. Mr. Hancock states that once we have the design we can go to them and say we would like to do this or, we can put it off until we know how much it will cost. We will take whatever action the Board gives. Board member Wosick states that the next meeting states we will be picking a final design. How can we do this without knowing? Mr. Hancock states that he believes the consensus was Option 2. We will bring back that option. Wosick asks how we can do that if we don't even know we can afford it. He then suggests that Mr. Hancock discuss this with Mr. Egan, Lassen County, CAO, and determine that no one will go above 6% prior to telling the community this is what we are wanting to build.

Mr. Hancock asks to discuss the numbers submitted by Aquatic Design Group. They provided only a preliminary design/site plan, not a construction design. When we are done with the preliminary design, we will go out to bid for the design that will actually be built. This was just a conceptual design, not the actual construction plans. The consultant uses estimates. We need to look into that as well since, for example, they based construction of the bathhouse at \$350 a square foot.

It was requested that financing be on the next agenda.

Eileen Spencer (public) comments that she believes financing should have been approved in June. To still be discussing this now is ridiculous. We won't get a pool if we don't get the financing set up. We need to do that before we look at designs. The \$200,000 is based on budget. If the budget is not there for either the County or the City, it goes away. The Board needs to tell Mr. Hancock to get the money first. The conversation is silly, it should have been secured 6 months ago. I'm disappointed to have this conversation again. In February, I'll be the first to tell the public that we are not getting the pool.

Mr. Hancock responds that this is not how it works. The JPA was just established. There is no bank that will simply lend money out if they don't know what will be built. They can't be separated, they are tied together. Car loans are different, there are MSRP's and values associated with them. But, when you have a public facility, banks want to know what the facility is.

Board member Wosick again requests that Mr. Hancock and Mr. Egan come back with what is a reasonable percentage for the interest rate. Mr. Hancock responds that it's a good point and he appreciates it but we are working with the hand that was dealt to us. We want a pool but we are also dealing with lending laws and politics it has always anticipated that the City and County would need to be part of the financing strategy.

Tony Jonas (public) requests an update on the status of escrow on both parcels. Mr. Hancock states that we are waiting for the results of the Phase I analysis to come back prior to closing escrow.

**PUBLIC COMMENT TO CLOSED SESSION ITEMS:** (if any): Any person may address the Board at this time upon any discussion during Closed Session.

Open session recessed at 3:52 p.m. closed session to commence in 5 minutes.

**CLOSED SESSION:** At 3:58 p.m. the Honey Lake Valley Recreation Authority recessed to closed session to discuss the following:

- A. PUBLIC EMPLOYMENT: pursuant to Government Code §54957. – Legal Services
- B. Conference with Real Property Negotiator: pursuant to Government Code §54956.8.

**10** **RETURN TO OPEN SESSION:** At 4:35 p.m. the Honey Lake Valley Recreation Authority reconvened in open session.

- A.** Direction to staff, no reportable action was taken.

**ADJOURNMENT:** Meeting adjourned at 4:37 p.m.

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Brian Wilson, President

Respectfully Submitted by

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Heidi Whitlock, Project Manager

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Update on Financing Options

**SUMMARY:** The Honey Lake Valley Recreation Authority has been looking into financing options and securing funds for the purpose of constructing the new community swimming pool. Staff was directed to continue with the discussions with both the City and the County for upfront financing as both parties were still willing to discuss options. An update will be given on the progress of these discussions.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** None.

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Approve LWCF Application and **Resolution 14-02**

**SUMMARY:** The Honey Lake Valley Recreation Authority has been looking into additional sources of funding and financing options for the purpose of constructing the new community swimming pool. Staff has been looking into other funding options and found that some matching funds are available through the OGALS Land and Water Conservation Fund. Staff is requesting approval of Resolution 14-02 to submit an application to the LWCF for matching funds up to 50%.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** **Resolution 14-02.**

**RESOLUTION NUMBER 14-02**  
**A RESOLUTION OF THE HONEY LAKE RECREATION AUTHORITY TO APPROVE THE APPLICATION FOR**  
**LAND AND WATER CONSERVATION FUNDS FOR THE COMMUNITY POOL PROJECT**

**WHEREAS,** the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing Matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

**WHEREAS,** the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing Applications by local agencies under the program; and

**WHEREAS,** the Applicant certifies by resolution the approval of the Application and the availability of eligible Matching funds prior to submission of the Application to the State; and

**NOW, THEREFORE, BE IT RESOLVED** that the HONEY LAKE VALLEY RECREATION AUTHORITY hereby:

1. Approves the filing of an Application for Land and Water Conservation Fund assistance for the proposed; Community Swimming Pool
2. Agrees to abide by Section 6(f)(3) of Public Law 88-578 which states "No property acquired or developed with assistance under this section shall, without the approval of the National Security of the Interior, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
3. Certifies that said agency has Matching funds from eligible source(s) and can finance 100 percent of the Project, which up to half may be reimbursed; and
4. Appoints the Executive Officer as agent of the Applicant to conduct all negotiations and execute and submit all documents, including, but not limited to, Applications, Contracts, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned Project.

Approved: \_\_\_\_\_

Brian Wilson, President

Attest: \_\_\_\_\_  
Heidi Whitlock, Project Manager

The foregoing **Resolution Number 14-02** was approved and adopted at a regular meeting of the Honey Lake Valley Recreation Authority held on the 16<sup>th</sup> day of December, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

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Heidi Whitlock, Project Manager

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Update on Phase I analysis & soil testing

**SUMMARY:** The Honey Lake Valley Recreation Authority, at the November 4, 2014 meeting, approved using Holdrege & Kull (H&K) to perform the Phase I analysis and soil testing for the property being considered for the use of the future community pool. H&K is requesting verification for some additional items that have come to light prior to releasing the final report.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** None.

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Preliminary Design Options

**SUMMARY:** The Honey Lake Valley Recreation Authority, at its December 2, 2014, meeting, requested that staff bring back a single design option based on discussions of the Board. The revised design was to take the following factors into consideration:

- Paved parking to meet the immediate needs with area to expand
- Reposition building to improve solar access and patron flow
- Refine emergency and service delivery points & reduce prevailing wind impacts
- Rearrange pool, modify pool depths
- Explore configuration options that foster logical expansion
- Rearrange elements to maximize visibility of surrounding views

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Direction to staff.

**ATTACHMENTS:** Revised configuration to be provided at meeting.

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Property Acquisition update

**SUMMARY:** The Honey Lake Valley Recreation Authority is in the process of acquiring property from both the Susanville Elementary School District and Lassen County for the purpose of constructing a new community swimming pool. An update will be given on the status of the property transfers.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** None.

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Demolition Update

**SUMMARY:** Staff will provide an update on the abatement and demolition of the old Roosevelt Pool.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** None.

**Submitted By:** Jared G. Hancock, Executive Officer

**Action Date:** December 16, 2014

**AGENDA ITEM**

**SUBJECT:** Letter to newly elected County Treasurer/Tax Collector

**SUMMARY:** The Honey Lake Valley Recreation Authority, at its February 18, 2014 meeting, had approved appointing the Lassen County's Treasurer/Tax Collector to the position of the Treasurer for the JPA. With a newly elected Treasurer starting, we are submitting the attached letter to inquire as to whether or not they would also be willing to serve in this capacity for the JPA.

**FISCAL IMPACT:** None.

**ACTION  
REQUESTED:** None.

**ATTACHMENTS:** None.