

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes**

December 17, 2013 – 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 of Directors present: Larry Wosick, Nick McBride, Vice President Jim Chapman and President Brian Wilson. Absent: Public member (to be appointed).

Staff Present: Jared Hancock, Executive Officer, Gwenna MacDonald, City Clerk.

APPROVAL OF AGENDA: Motion by Board member McBride, second by Board member Wosick to approve the agenda as submitted; motion carried.

APPROVAL OF MINUTES FOR THE MEETING OF: None

CORRESPONDANCE: No correspondence was presented.

PUBLIC COMMENT:

Bill Feierband commented that he has been of the opinion that the Roosevelt Pool site was the best location for a new facility, however he also would support the proposed location at the Credence School if geothermal is available.

Charles “Moose” Mueller agreed with Mr. Feierband’s comment regarding the Credence School location.

8 MATTERS FOR BOARD CONSIDERATION:

8A Staffing Plan Mr. Hancock reported that the staffing subcommittee met on December 11th to review staffing needs and consider various options to fill the immediate staffing need to move forward with the business of the JPA. It is recognized that there is an immediate need to fill four positions including Executive Officer, Project Manager, Treasurer and Legal Counsel and that some would be filled on a short-term basis. Short term was identified as a three month period with a possible extension to six months. As the need arises for specific tasks and activities to be performed, the creation of individual service contracts could be created.

The Committee proposed that the individuals fill the positions as follows: Jared Hancock, Executive Officer; Heidi Whitlock, Project Manager; Richard Egan, Treasurer and legal counsel to be filled as needed by contract. Mr. Hancock explained that the next step is to meet with the City and County of the respective individuals to discuss staffing cost and commitment of time. He requested comments from the Board and public.

Richard Egan, Treasurer/Lassen County Interim CAO, reviewed the government code requirements for the fulfillment of the Treasurer position for a Joint Powers Authority and discussed the statutory roles of the Treasurer and Auditor. The Treasurer could be appointed by either entity, but it would by default fall to the County Treasurer if no other person was appointed. He stated that the County Treasurer would need

cost analysis of the sites after narrowing down the selection, and he will continue working on the selection criteria to bring back for discussion at the January 7th meeting.

8C Deliverables and Timeline for Completion Mr. Hancock explained that at the January 7, 2014 meeting, staff will be providing a draft project timeline for discussion. He proposed the following tasks to be included: Creation of JPA meeting schedule, first and third Tuesday of each month at 3:00 p.m.; public member recruitment and selection; collection of past pool studies; pool site evaluation, site visits and site selection. He anticipated the completion of tasks to be between 3 and 6 months.

8D Fundraising Goal Mr. Hancock reported that at the December 10th meeting, the formation of a fund raising committee would be appropriate, and Board member McBride volunteered to chair the effort. Board member Wosick thanked him for taking the lead and it was the consensus to bring back a proposal for discussion at the January meeting.

It was requested to include a Board Member Reports item to the end of the agenda to allow the Board an additional opportunity to discuss pertinent issues.

ADJOURNMENT: Motion by Vice President Chapman, second by Board member Wosick to adjourn the meeting; motion carried.

Meeting adjourned at 4:40 p.m.


Brian Wilson, President

Respectfully Submitted by


Gwenna MacDonald, City Clerk

Minutes approved on January 21, 2014