

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

Meeting was called to order at 3:02 p.m. by President Wilson.

Roll Call of Board of Directors present: Board member McBride, Board member Meserve, Board member Wosick Vice President Chapman and President Wilson.

Staff Present: Jared Hancock, Executive Officer, Heidi Whitlock, City of Susanville, Project Manager

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

APPROVAL OF MINUTES FOR THE MEETING OF:

Motion by Board member Meserve, second by Board member McBride to approve January 28, 2014 minutes, Abstentions by Board member Wosick and Vice President Chapman; motion carried.

Motion by Vice President Chapman, second by Board member Meserve to approve February 4, 2014 minutes, abstention by Board member Wosick; motion carried.

CORRESPONDANCE: No correspondence was presented.

7 MATTERS FOR BOARD CONSIDERATION:

7A Acceptance of Final Pool Heating Cost Analysis

Mr. Hancock states that at the last meeting staff were asked to include specifics on the pool heating cost analysis so in the event that someone viewed it as a stand-alone document, they would be aware of the conditions given for the analysis.

Motion by Vice President Chapman, second by Board member McBride to accept the final pool heating cost analysis; motion carried.

7B Acceptance of Final Site Analysis

Mr. Hancock discusses the completed analysis and asks the Board for approval.

Tony Jonas (Public) inquires as to whether or not the Board actually read the document entirely. Vice President Chapman responds that, yes, he has read everything with the exception of the acknowledgement page as that was just added. He then asks Mr. Hancock if that was the only change. Mr. Hancock then responds that only the acknowledgement page and executive summary were added, everything else remained the same. Vice President Chapman then states that yes, he has now read everything.

Motion by Board member Wosick, second by Vice President Chapman to accept the final site analysis; motion carried.

Mr. Hancock starts by reading the fiscal impact from utilizing City staff and then requests that once the funds are consolidated into a Treasurer account, the fees be reimbursed to the City. Vice President Chapman agrees that we should get the contributions from both the County and City first, then process the reimbursement. President Wilson then inquires if this amount was coming out of the \$20,000 in the budget for staff cost reimbursements. Mr. Hancock stated that it could come from that area, as well as start-up costs and site selection. President Wilson then states that it looks like we would still stay on track with the budget.

Motion by board member Wosick, second by Board member Meserve to approve the reimbursement of City staff time; motion carried.

7G Update on pool construction firms

Mr. Hancock starts by stating that even though we have yet to put out an RFP for the facility, word is getting out there that we soon will. Vice President Chapman requests that we cease calling it a facility or aquatic facility as it's a community swimming pool. He then states that he has received correspondence commenting on the use of "aquatic facility" and it creates confusion on what we are actually building. Mr. Hancock states that we have been using those terms interchangeably but we can cease using that term and strictly call it the community swimming pool. Vice President Chapman then states, maybe once we have a pool we can expand into an aquatic facility. Board member Wosick responds that this is a good point and Mr. Hancock responds that we will change the wording to ensure that we send a consistent message.

Mr. Hancock then continues that the word has gotten out that the Board is committed to building a swimming pool and Jackson Pools and Jim Daughtry have been two firms who have requested details on the project. While in discussions with them we were able to see what things they need, environmental studies, etc...He continues that it is good that the word is getting out and we will continue as more firms call. Vice President Chapman inquires as to where these firms are located. Mr. Hancock responds that Jackson Pools is out of southern California and Daugherty is out of Chico.

7H Preliminary Design Services – Contract with Greg Melton Design Group

Mr. Hancock starts by stating that from the beginning we have discussed that site acquisition, design services, etc... have to overlap so that everything keeps moving forward. The purpose is to have a qualified individual to see what our needs are, give us a detailed cost estimate and a design concept that is within our budget while working with someone who has worked with pool construction to ensure the elements will fit. It has also been discussed that additional features could be added later if so desired. We would like to create a single design to then bring to an engineering firm. Typically, engineering firms like to do both, but keeping it separate could be more cost effective versus paying someone a fixed cost to do both.

Mr. Hancock then states that he likes the Greg Melton Design Group. He states that he has recently been informed of one (1) issue with a report but everything else has been very good. At this time we are looking for direction from the Board to whether or not we should go out to RFP or continue on this path.

Board member Wosick asks if Mr. Hancock had worked with this firm before and if so, what this one negative item was. Mr. Hancock responds that the one item was a report. There was a council member who did not like/appreciate how it was written. Board member Wosick then asked if they could have more information. Board member McBride then asks how we cannot conform and not go to RFP prior to choosing a design company. Mr. Hancock then explains that there are two types of contracts, public contracts and professional services contracts. Public agencies have a purchasing policy in place. This is a professional service since they can be considered an extension of staff and different purchasing policies apply. Vice President Chapman states that this will be crucial in keeping our creditability. It would be good to know what the City did with them in the past. He states that Aquatic Design has been used at some point. He then asks where Melton Design Group are located. Mr. Hancock responds, Chico, and as for the Aquatic Design Group, their pricing seem to be 2-3 times higher than Melton Groups in the past. Vice President Chapman then inquires what Melton Design Group has been used for in the past. Mr. Hancock

what is already there, such as the cost to add locker rooms in the Credence School building etc. Vice President Chapman responds that Burney had received plans to build their pool and he would suggest again that maybe we can purchase those plans since that pool is 25 yards by 25 meters. There are still facilities we can visit and we can inquire as to what type of environmental items needed to be addressed etc... We could even contact Redding which built a pool 5-7 years ago.

Board member Meserve requests to go back to the RFP. He states he was sitting here thinking about how we purchase items and he thinks we need to decide, as a Board, what policy we are using. He believes this needs to be decided prior to the Board moving forward. President Wilson responds that he hopes the Board can find a common ground and keep moving forward. He firmly believes that the Board is in need of professional help. He then adds that he would like to view the County's purchasing policy at the March 18, 2014 meeting and that it is his opinion to not contract with anyone until this policy is set. He continues that he doesn't like the RFP option, he believes it is a reason for stalling. He would rather move forward. He then states that the \$7,500 amount requested for Greg Melton Design is worth 2 months of waiting on RFP results, as shown with the process of the Roosevelt Pool. Vice President Chapman then asks if we can get quotes from other firms for the next meeting. He would also like to see the momentum continued and is not opposed to the Melton Group if the cost was good. President Wilson then stated that other item needing to be discussed is how much money they have to work with.

Vice President Chapman states that he has been hearing from the public that they want a covered pool. Before the Board starts looking at other features, this needs to be included. President Wilson states that the limiting factor will still be the money. Mr. Jonas then asks the Board what they mean by a covered pool. Would it be a roof or a fully enclosed structure? Vice President Chapman responds a structure like Roosevelt Pool, or like the pool at UNR, just their main pool area.

Charles "Moose" Mueller (public) – Inquired as to how much the Roosevelt Pool analysis would cost, just a few thousand or \$30,000? Do we want to spend that amount or not. Yes, the public is saying a covered pool. He just wants to know if we are setting a limit on how much we will spend on the old pool. President Wilson states that he isn't sure he wants to answer that question right now but he agrees that he does not want to waste money. **Bill Fierabend** (public) – states that he thinks that maybe we should start with an uncovered pool with the intention of enclosing it later. President Wilson responds that yes, we would design something that would allow us to add onto at a later date if we wish to do so.

Tony Jonas (public) states that Melton Design Group and Aquatic Design are both "dreamer" firms and that, very soon, we will need to confirm the site. There are a lot of items to take care of prior to starting the design phase and we can't do it until the site is chosen. He then adds that the Credence School will probably not support an "L"-shaped pool. Board member McBride responds that there are people in town who we can ask now to better our chances of getting their support when he start building. We have contractors and engineers that may be able to draft the items we need. Mr. Jonas then states that we, the Board, needs to remember that we are in this for fifteen (15) years, not just right now.

Mr. Hancock states that he appreciates where everyone is coming from. However, we cannot decide how much operation fees will be without the design or what the design will be without knowing how much we can afford in operating costs. What will the Board like for the next meeting? The process is moving along quickly which is generating questions in the public. The longer we proceed without specifics the more rumors will start spreading. Maybe we should send out a press release stating where we are going.

Vice President Chapman brings up that we will have to finance because \$800,000 will only get us a concrete structure with a tire swing. This year will be the defining time for what gets completed with the swimming pool. This is the most serious effort we have made in ten years. Let's get this dialed in with the money we have. Board member Wosick states that, if we go with a year-round pool, it does not have to be covered. However, we first need to decide if it will be covered or not and how quickly are we going to know this? If money is a factor, how long do we have to wait until we know? President Wilson responds that this is where he feels we need professional help. Professionals will help the Board build their dream. Mr. Jonas states that he agrees with this. But, we will also