

HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
August 18, 2015 – 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 Vice President Chapman.

Roll Call of Board of Directors present: Dave Meserve, Jeff Hemphill (alternate), Nick McBride and Jim Chapman. Absent: President Brian Wilson.

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

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

APPROVAL OF MINUTES: None.

5 **CORRESPONDANCE:** None.

6 **PUBLIC COMMENT:** None.

7 **MATTERS FOR BOARD CONSIDERATION:**

7A **Update Prequalification Process**

Mr. Hancock opened that the JPA has embarked on a design-build process which is quite unique. The first step in this process is prequalification. We received proposals on August 6th by 3 p.m. Staff have conducted a preliminary review and the proposals are now in the hands of the attorneys and we expect to make them available to the public soon. We received two proposals for the entire project and one for the pool only.

Vice President Chapman inquired if, out of the three received, were there any within our price range? Mr. Hancock responded that we are only looking at prequalification requirements at this time.

Eileen Spencer (Public) – handed a printout to the Board a present staff members while stating her concerns about how the process was conducted. She believed the bids were to be opened in a public meeting.

Mr. Hancock thanked Ms. Spencer for bringing her concerns to our attention and stated that the process that Ms. Spencer referenced is for other types of projects but those which are design-build projects have different requirements. He stated to the Board that he will work with Ms. Spencer to ensure the government code sections are followed for the design-build. He added that the codes are quite new so staff is also working closely with the attorneys.

Vice President Chapman stated to Ms. Spencer that the Board was not part of this process but hopes that staff have been in compliance. He then stated that he is aware of the scrutiny the Board will be under if the process was not handled correctly. He requested Mr. Hancock obtain a written legal opinion on the public bid-opening. Mr. Hancock agreed.

7B Draft Amendments to JPA Agreement

Vice President Chapman requested Richard Egan, County CAO, join the table for discussion. Vice President Chapman then discussed the funding from both entities at \$200,000 annually but, given that each will be providing an upfront \$1.1 million for construction costs, the Agreement should be amended to reflect the change.

Mr. Hancock stated that the agreement originally envisioned by the JPA is now in need of various amendments as certain items have changed. We would like to go over each item and submit to each entity for review and then bring back for Board approval. Mr. Hancock stated section 5.2, is requesting the addition of "individuals" to the parties the JPA could contract with and Section 9.2 a. and b. reflected the contribution changes. He then listed sections 5.3, 5.6, 8.1.f, 9.2 d. and 9.3.a. and changes being proposed by County staff. Conversation occurred on those sections.

Mr. Hancock stated that we will make the changes discussed and give to each entity for review.

Vice President Chapman stated that the City also needed to delegate an alternate as the County has done.

Mr. Egan also discussed Section 12 and conversation occurred on the wording of "members", whether Board's members meant each of the five members of the JPA Board or each member of the JPA (meaning City and County). He continued that each entity is to be given 30 days' notice before the amended agreement comes back to be ratified.

Mr. Hancock stated that once we have the amended Agreement finalized, we will send to each entity then, once they have approved those changes, the Agreement will be brought back to this Board for ratification.

Kurt Bonham (Public) inquired as to what the purpose is of Section 5.2. Mr. Egan responded, to be able to contract with individuals.

Mr. Bonham then inquired about the reasoning for the changes to Section 5.3. Mr. Egan responded, to delete the dues of individual members. Mr. Hancock then added that once the pool is open, the Board can establish fees and dues for pool use and other operational fees and dues. We are simply taking out the portion that refers to the "dues of members". Mr. Bonham responded that the document needs to stand on its own and the Board should fix everything now so future changes are not needed. He added that adding "operational" to the section would fix it. Vice President Chapman and Board member Meserve agreed with the additional wording.

Kurt Bonham added that he understood the document needed to be changed. He requested staff also include what happens to the assets if either party stops contributing. Section 9.5 was discussed and the need to add "and assets" to both the heading and part a. was noted.

Eileen Spencer inquired about the mention of special districts in the agreement. Richard Egan stated that it is included in case another district, such as a school district, would want to join the Authority. Mr. Hancock added that the JPA has had other districts interested in assisting and the provided language would allow the addition at a later date if they wanted to be part of the governing structure. Ms. Spencer stated that they should not yet be included as they are not signatories and it could cause problems. She suggested adding the language later if needed and asked the Board to have an attorney review. Vice President Chapman stated that her objections are noted.

Motion by Alternate Board member Hemphill, second by Board member McBride, to submit the Agreement to the entities for comments. Vote polled: Meserve, Aye; Hemphill, Aye; McBride, Aye; Chapman, Aye. Absent: Wilson.

Vice President Chapman inquired about future meetings. He suggested a special meeting on September 22, 2015 for the review of the agreement once the Board of Supervisors and City Council may have viewed by that time. Mr. Hancock suggested keeping the meeting schedule as is but cancelling meetings if necessary. Vice President Chapman stated September 1st and 15th as regular meetings but, they may be changed to September 8th and 22nd.

8 BOARD MEMBER ISSUES/REPORTS:

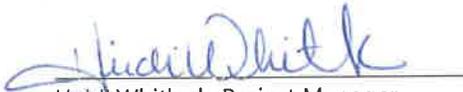
Vice President Chapman shared that a he visited a small town in Montana, a county of 1800 people, and it had a small community pool. If they can do it, we can do it.

ADJOURNMENT: Meeting adjourned at 4:02 p.m.



Brian Wilson, President

Respectfully Submitted by



Heidi Whitlock, Project Manager

Approved on September 1, 2015