

**HONEY LAKE VALLEY RECREATION AUTHORITY**  
**GOVERNING BOARD MEETING**  
**Regular Meeting Minutes**  
**September 13, 2016 – 3:00 p.m.**  
**City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 3:07 p.m. by President Wilson.

Roll Call of Board of Directors present: Dave Meserve, Kathie Garnier, Tom Hammond, Jim Chapman and Brian Wilson.

Staff Present: Jared G. Hancock, Executive Officer, Heidi Whitlock, Secretary and Ian Sims, Project Manager.

**APPROVAL OF AGENDA:** Motion by Board member Garnier, second by Board member Hammond, to approve the agenda as posted; motion carried unanimously.

**4 APPROVAL OF MINUTES:** Motion by Board member Garnier, second by Board member Meserve, to approve minutes from August 16, 2016 meeting. Motion carried unanimously.

**5 CORRESPONDENCE:** None.

**6 PUBLIC COMMENT:** None.

**7 MATTERS FOR BOARD CONSIDERATION:**

**7A CAPRI Board of Directors Nomination Requests**

Mr. Hancock stated that staff received a general notification for nominations for the CAPRI Board. Vice President Chapman responded that the Board should focus on what they have in front of them currently. President Wilson agreed that they do not want to take on more meetings.

**7B Financial Reports to August 31, 2016**

The Board reviewed the given documents and Vice President Chapman inquired as to how much has currently been spent on construction. Mr. Hancock responded \$331,228.58.

President Wilson inquired as to how much the Board will have to work with once the construction expenses are paid. Mr. Hancock responded that an update can be given at the next meeting as the information is not in front of him.

Board member Garnier requested that an update on financials be given at every regular meeting.

Motion by Board member Garnier, second by Vice President Chapman, to receive and file the financial documents ending on August 31, 2016. Motion carried unanimously.

**7C Honey Lake Valley Operating Budget Update**

Mr. Hancock offered his appreciation for those who attended the budgeting workshop and offered their input shared that the requested changes had been made and requested additional feedback.

Vice president Chapman stated that he was pleased to see the breakdown that was provided in the packet with showing both the peak and off peak season revenues and expressed his appreciation to staff for the numbers given.

President Wilson inquired about the number given for memberships as he felt the amount was high, he would rather be low and be surprised that it is higher. He also requested a breakdown on the utility expenses. Vice President Chapman suggested staff consult with the Lassen High School because of their geothermal and the ability to cost share during the summer months.

Mr. Phil Strawn stated that the walls of the bathhouse are being placed currently and that paving was going to be completed shortly before the season ends.

Cliff discussed the parking lot and delivery of the base rock he added that the curb, gutter and sidewalk would be added in about two weeks as well as the final touches on the paving. He stated that it will be down to hand setting on the concrete.

Mr. Strawn added that the tile would be added next weekend and the last week of September or October would be for tiling the sides of the pool. September and October mark milestones for the project.

Additional discussion occurred on the equipment room and available space with the chemicals. Everything would be stored in closed containers and there will also be an additional storage room available. It was explained that the type of chemicals and the updated system being used, have had no issues. It was added that the ventilation system also provided a 100% air turnover in a short amount of time. The need for hazard mitigation plan with the County was also addressed.

Discussion occurred on the size of the bathhouse. Board member Garnier expressed her concern with how small the bathhouse was. The current size of the bathhouse allows for one staff person and 20 additional people at one time. President Wilson inquired as to whether or not we could add additional showers outside, for rinsing off.

Mr. Strawn responded that it would require additional plumbing, concrete work, shower trees, plumbing, draining etc... Cliff (Modern Building) added that another possibility is to extend the roof line and add concrete but leaving the showers outdoors. Mr. Strawn added that it would require trusses, concrete, showers, plumbing, etc... and that he would not be able to come up with that cost at this moment.

Vice President Chapman stated that we need to have this discussion while the builders are in front of them as the people will be cramped in the bathhouse as is.

Mr. Hancock stated that discussion has occurred on multiple options. He inquired as to whether or not all members were in agreement as they needed to determine whether or not they would request Modern to prepare cost estimates for 1) standalone shower option and 2) the covered shower option for cost estimates.

Further discussion occurred on the ability to add on to the covered showers later. Mr. Strawn responded yes, you can fill in the walls when needed.

Motion by Vice President Chapman, second by Board member Garnier, for staff to come back with cost estimates for both covered and uncovered shower areas.

Mr. Strawn presented the time restrictions as it will be hard for the other people and contractors to be notified of these possible changes that would be required to happen now.

Motion by Vice President Chapman, second by Board member Garnier, to rescind the previous motion on the floor and to get cost estimate on the addition of two shower trees on concrete. Motion carried unanimously.

Discussion occurred on the 116 number being the maximum amount of people in the pool at any point in time.

President Wilson inquired about fencing and the probability of getting two additional 8' panels, one for each end, to extend the fencing.

Mr. Strawn stated that yes, two additional panels could be purchased but inquired as to what surface they would like if the fencing was extended, decomposed granite, turf, so he could obtain a price.

Board member Garnier suggested DG now and concrete later.

## 7G Pool Perimeter Design Alteration

It was proposed that the geothermal supply and return line could be routed beneath the pool deck to provide heat. Mr. Hancock stated that, if the Board wanted to reroute geothermal lines, an alternative should be considered as the lines are a larger diameter and are more expensive. He was also concerned about the piping supply and return lines because there is no way to turn it off and would make the deck extremely hot in the summer months. Impact Construction, in their design at Diamond View School, created a loop off the return line so they could open a valve and melt ice and snow in the winter if needed.

Vice President Chapman replied that it was a valid point and inquired as to whether or not it was possible to feed a small line of water along the edge of the pool to protect the pool wall.

Mr. Hancock responded that they may be able to hook something up to the discharge line but it wouldn't be heat they could feel.

Vice President Chapman responded that it would not be done to feel it, just to protect the wall.

Additional discussion occurred between the Board, Mr. Hancock and Jim Dougherty regarding the tile used, the damage that could occur and the ability to create and use a snake line with geothermal water to protect the edge of the pool. Cost to add this option was also discussed and it was determined that grout would not cost extra however, to include a snake line would be difficult because of timing. The use of glycol was discussed and it was requested that staff obtain the cost of the additional option and bring back at the special meeting.

## 8 BOARD MEMBER ISSUES/REPORTS:

At 5:45 p.m. President Wilson called for a five minute break prior to the recessing to closed session.

**PUBLIC COMMENT ON CLOSED SESSION ITEMS:** None.

**CLOSED SESSION:** At 5:50 p.m. the Honey Lake Valley Recreation Authority recessed to closed session to discuss the following:

- A. PROPERTY NEGOTIATIONS

**RETURN TO OPEN SESSION:** At 6:00 p.m. the Honey Lake Valley Recreation Authority reconvened in open session.

Direction given to staff; no reportable action taken.

### **ADJOURNMENT:**

Motion by Board member Meserve, second by Board Chapman, to adjourn; motion carried unanimously. Absent: Garnier.

Meeting adjourned at 6:01 p.m.



Brian R. Wilson, President

Respectfully Submitted by



Heidi Whitlock, Secretary

Approved October 25, 2016