

**HONEY LAKE VALLEY RECREATION AUTHORITY  
GOVERNING BOARD MEETING  
Regular Meeting Minutes  
October 11, 2016 – 4:00 p.m.  
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 4:01 p.m. by President Wilson.

Roll Call of Board of Directors present: Tom Hammond, Jeff Hemphill and Brian Wilson. Absent: Dave Meserve, Kathie Garnier.

Staff Present: Jared G. Hancock, Executive Officer and Heidi Whitlock, Secretary.

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

**4 APPROVAL OF MINUTES:** Approval of minutes continued to next meeting but it was requested that the minutes be placed on the website as unapproved draft minutes.

**5 CORRESPONDENCE:** None.

**6 PUBLIC COMMENT:**

**Tony Jonas** (public) stated that after the last meeting, there was discussion on diving boards. Board member Hemphill suggested the item be placed on the next agenda.

**Eileen Spencer** (public) stated that the Board talked about storage room changes. She stated her concerns about the doors and egress issues. She then inquired as to how many people were permitted to be on deck. She stated her concern about users needing to get out of the weather.

President Wilson asked Mr. Hancock if we had that information and he was informed it was not available at that time. President Wilson responded to Ms. Spencer that the building is not meant to hold that many people.

Ms. Spencer added that, in the case of an emergency, the users would need a place to retreat.

President Wilson responded that users would have a warning of the bad weather, they could tell it was coming. And, worst case, the City's Public Works building or the County building could be utilized.

Mr. Jonas responded that there will be a plan once it is needed. He added that some rules have a tendency to go away during an emergency and those plans are sure to develop as the need presents itself.

President Wilson stated that he agrees and in an emergency situation, of course all doors would be open to vacate.

Mr. Hancock responded that the building will probably hold 50 people at the most. However, he added that the type of weather that is being discussed would be unusual during the peak season.

President Wilson responded that the Pool Director, at some point, will work with the Board on emergency plans.

Conversation occurred on the side gate and whether or not it stayed open. It is open from the inside but is locked from the outside and also meets ADA standards.

**7 MATTERS FOR BOARD CONSIDERATION:**

## **7A Bus Shelter Request Letter to LTSA**

Mr. Hancock stated that this item has to do with the LTSA and a letter being drafted to request the LTSA to provide the bus shelter. He continued that staff did not want to wait and the item was on the last LTSA agenda but they required more information. Staff wanted to keep it moving forward.

President Wilson asked if the next LTSA was to be held on November 7<sup>th</sup>.

Mr. Hancock confirmed and stated that staff was already working on obtaining the additional concrete slab poured.

Motion by Board member Hammond, second by Board member Hemphill, to approve the sending a request letter to the LTSA. Motion carries unanimously. Absent: Meserve and Garnier.

## **7B Deliverables – HLVRA Responsibilities**

Mr. Hancock stated that as part of an ongoing request, the Board has requested a list of all items that are the responsibility of the HLVRA to open the pool so the Board could get an idea of where they were at in terms of budget. The following items have been discussed: irrigation and landscaping was removed and is anticipated to cost an additional \$15,000 once approved. In addition, the built-in's for the bathhouse to use as lockers are estimated to cost approximately \$4,800 and the pool timing equipment should cost around \$45,000 as the conduit has already been included.

President Wilson inquired as to whether or not the \$45,000 included everything needed. He then asked Mr. Jonas if any of the items could be rented.

Mr. Jonas replied that touch pads and timing board can be rented and that he would obtain pricing.

President Wilson asked when the timing equipment would be required.

Mr. Hancock responded that renting is a good option. He added that the conduit installed may not even have to be utilized. He continued that, based on the pool dimensions, the touch pad will still meet standards but, it may require certification. And until we have a swim team and start getting more use, we can wait until then.

President Wilson stated that it appears that this item can be put on the back burner for now.

Mr. Hancock responded that staff is putting a folder together with all "other" items with model numbers etc... and costs for the Board's review. Mr. Hancock added that per the recent discussion with Modern Building, the viewing panel in the door and the other changes proposed may come in at a lower cost than accepted. He continued that staff also looked into Tuff Sheds but a heavier duty locking system may be required.

President Wilson inquired as to whether or not the cost of the Tuff Shed includes delivery? It was stated that Tuff Shed delivers and assembles on site.

President Wilson requested that staff work with Modern to get the Tuff Sheds in place prior to the fence being installed.

Mr. Hancock added that the Board may want to consider two sheds, one for storage of chemicals and one for buoys, kickboards etc... but starting with one should meet the chemical storage needs.

President Wilson requested information on the amount of space the lane lines took up when storing.

Mr. Hancock responded that they are stored on a reel, covered and outside. But, he would look into how many reels would be required but he believed they are 6'x4'.

President Wilson requested that other items be added to start-up costs such as drug tests, training etc...

Mr. Jonas reminded that Board that a vacuum would be needed in case it is not included in the cost of the GMP. He added that it would be a significant cost.

Mr. Hancock stated that it is not currently in the budget for additional items but he would check with Modern to see if it is included in the construction price.

Mr. Jonas also added that a defibrillator (AED) would be required and to ensure there is enough space and an outlet for it to be installed inside the door. He added that it would be as much as \$4,000.

Mr. Hancock responded that there is a NORCAL EMS franchise agreement for this area and a contract with SEMSA where we often get equipment for CALfire and the City.

President Wilson asked how much the Board had earmarked for additional expenses.

Mr. Hancock responded that it was around \$128,000 but we do not have updated numbers available currently. He added that it can be brought back at the next meeting.

Eileen Spencer requested to know who determines how the pennies for the pool money will be spent.

Mr. Hancock responded that the Board will make that determination. Staff would then be required to request the County to remove the money from the pennies for the pool account. He added that the Board stated that they wanted it to be for an actual improvement and that we have spent money on multiple items but the money in the pennies for the pool account has yet to be budgeted.

President Wilson requested that the diving board option should be placed on the agenda.

Mr. Hancock responded that Modern has already brought in DG and compacted it and they are getting ready for rebar and concrete work. However, if you add the footings now, they may not meet standards based on the board purchased. He advised the Board to wait until they know what diving board they would like.

Board member Hemphill stated to wait on the item until later.

## **7C Discuss Meeting Schedule**

Mr. Hancock stated that this item is coming up because we are thinking about the County Board of Supervisor's meetings being held on the second, third and fourth Tuesdays and Board member Hammond's schedule. He requested one meeting a month with special meetings as needed. The second Tuesday will not work as there is a scheduling conflict. He suggested that we continue to meet on the third Tuesday of the month and special meetings as needed.

Motion by Board member Hammond, second by Board member Hemphill, to switch meeting schedule to the second Tuesday of the month with special meetings as needed. Motion carried unanimously. Absent: Chapman, Garnier and Meserve.

Mr. Hancock responded that the next regularly scheduled meeting will be on November 15, 2016.

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

Conversation on the diving board and required footings occurred. Mr. Jonas stated that a Duraflex board runs about \$8,000-\$9,000 with no footing required.

Mr. Hancock responded that the Board wanted a diving board in the future but more factors needed to be reviewed. It was requested to bring the item back at the next meeting as the diving board was not on the agenda.

## **ADJOURNMENT:**

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

Meeting adjourned at 5:05 p.m.



Brian R. Wilson, President

Respectfully Submitted by



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Heidi Whitlock, Secretary

*Approved November 15, 2016*