

**HONEY LAKE VALLEY RECREATION AUTHORITY
GOVERNING BOARD MEETING
Regular Meeting Minutes
May 21, 2019 – 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 members present: Riggs, Moore, and Wilson. Absent: Hemphill and Teeter.

Staff Present: Dan Newton, Executive Officer, Heidi Whitlock & Angelina Chamblee, Secretaries, and Reesa Rice, Pool Director.

1 APPROVAL OF AGENDA: Motion by Board member Riggs, second by Board Member Moore, to approve the agenda. Motion carried unanimously. Ayes: Moore, Riggs and Wilson. Absent: Hemphill and Teeter

2 APPROVAL OF MINUTES: Motion by Board Member Moore, second by Board Member Riggs, to approve the minutes from the April 4, 2019 and April 24, 2019 meetings. Motion carried. Ayes: Moore, Riggs and Wilson. Absent: Hemphill and Teeter.

3 CORRESPONDENCE: None.

4 PUBLIC COMMENT: No comments.

5 MATTERS FOR BOARD CONSIDERATION:

5A Financial Reports Through May 3, 2019

Board member Hemphill arrived at 3:03 p.m.

Mr. Newton stated that the most recent financials were attached for the Board's consideration and review. He listed the reports provided and inquired as to whether or not anyone had questions prior to his moving to the budget worksheet.

Discussion occurred on the lack of revenue generated for the month of April as the pool was only open for three days instead of the entire month as it was last season. The \$9,000 loss would have to be removed from the projected budget sheet to represent actuals.

5B Consider Approval of City Reimbursement Request through May 3, 2019

Mr. Newton stated that the reimbursement included is for a total of \$13,616.38 from March 9, 2019 through May 3, 2019.

Motion by Board Member Hemphill, second by Board member Moore to approve the reimbursement request for City staff and City administrative services. Motion carried unanimously. Aye: Moore, Hemphill, Riggs and Wilson. Absent: Teeter.

5C Consider Adoption of the Revised 2018 / 2019 Budget

Mr. Newton stated that the item is being brought in front of the Board as some line items have been overbudgeted and some underbudgeted. In order to move funds from one category to another, Board approval is required. Mr. Newton discussed the changes as represented in the revised budget sheet provided.

President Wilson addressed the amount of \$9,000.00 as discussed during the last item and to requested that staff also reduce the revenue side. President Wilson also inquired as to why the County Allocation line item was being raised, did the amount of the contract change.

Ms. Whitlock responded that they County does not have costs referenced in the contract. However, the cost did go up a bit this fiscal year. She continued that there is also a BOE payment that the County makes on behalf of the HLVRA included in that line item.

Mr. Newton inquired as to whether or not the Board was okay with staff reviewing the revenue line items and altering as it makes sense.

President Wilson agreed and requested that staff makes the changes and bring back the final revised budget at the next meeting.

Motion by Board member Moore, second by Board Member Hemphill to approve the revised budget as discussed and to bring back for final review. Motion carried. Ayes: Moore, Hemphill, Riggs and Wilson. Absent: Teeter.

5D Consider Approval of LCC Adaptive PE Agreement

Ms. Rice explained that the agreement being presented is the same as before with the option of it going from year to year. She continued that the price was also increased slightly.

President Wilson inquired as to whether or not the pool is covering its expenses.

Ms. Rice responded that it would be now with the price increase.

Mr. Newton requested that the Board also consider giving the Pool Manager the authority to sign the agreement.

Motion by Board member Moore, second by Board Member Riggs to approve the LCC Adaptive PE Agreement and the Pool Manager to sign. Motion carried unanimously. Ayes: Moore, Hemphill, Riggs and Wilson. Absent: Teeter.

5E Consider Approval of LHS Swim Team Agreement

Ms. Rice explained that this agreement is also the same as before with the option of it going from year to year and also includes the slightly increased cost.

Mr. Newton again requested that the Board consider giving the Pool Manager the authority to sign this agreement also.

Motion by Board member Moore, second by Board Member Hemphill to approve the LHS Swim Team Agreement and the Pool Manager to sign. Motion carried. Ayes: Moore, Hemphill, Riggs and Wilson. Absent: Teeter.

5F General Update on Pool Operations

Ms. Rice stated that the Pool opened April 29th with great attendance within all the classes. Staff has sold more than 200 swim lessons (twice as much as last year), and all general pool operations have ran very smoothly. She continued that both herself and Robin Wanless have completed training to be able to certify lifeguards 7 new lifeguards have been certified as well as the recertification of 5 returning employees. The pool is well staffed and ready for a great summer season. The new flagpole installation is near completion and Mr. Jonas is in the early stages of preparing for the turf on the South side of the pool. She added that new floor runners have been installed in the locker rooms and 3 more tables with umbrellas for shade are available.

Board Member Riggs asked Ms. Rice if Raul from the Herlong Pool was able to connect with her.

Ms. Rice responded yes, he is looking into the possibility of training his employees.

President Wilson asked Ms. Rice to reach out to the Bieber Pool also about training their lifeguards.

6 BOARD MEMBER ISSUES/REPORTS:

Meeting adjourned at 3:44 p.m.



Brian Wilson, President

Respectfully Submitted by



Angelina Chamblee, Secretary HLVRA

Approved on June 18, 2019