

NORTH HUMBOLDT PARK AND RECREATION DISTRICT
Minckler Education Center Conference Room at Mad River Hospital
Wednesday, June 27, 2018

PRESENT: Jan Ross, Kelley Hurlburt, Bridget Beck
Staff: Dave Nakamura, Lawre Maple

CALL TO ORDER

The meeting was called to order by Chairperson Jan Ross at 4:30PM in the Minckler Education Center Conference Room at Mad River Hospital in Arcata, CA.

OATH OF OFFICE – NEW BOARD MEMBER

Bridget Beck was sworn in as a new NHPRD board member to fill the one board vacancy until the end of the present term (December 2019).

APPROVAL OF THE AGENDA

A motion was passed (Hurlburt/Beck) to approve the agenda.

APPROVAL OF THE MINUTES

A motion was passed (Hurlburt/Beck) to approve the minutes of the May 23, 2018 meeting.

CORRESPONDENCE AND COMMUNICATION

None

PUBLIC COMMENT

Kelley Hurlburt mentioned that she had noticed the pool has been dirty lately. Lawre Maple agreed that it has been difficult to keep clean and even after vacuuming, the next day it is noticeably dirty. She commented that this is due to the busy season and the high bather load. Lawre also stated that the pool is vacuumed once per week (typically Thursdays). In addition, the liner in the Arcata Community pool has many seams and, with use, the dirt can catch in those seams, making it look dirty. Jan Ross questioned if the slide could be contributing to the dirt. Lawre stated that the bather load is high and that both Redwood Day Camp and Arcata Elementary use the pool throughout the summer (one day per week each).

REPORTS

PROGRAMS/ OPERATIONS REPORT

Lawre reported that lesson enrollment is consistent throughout the summer and evening sessions are mostly booked. Rec swim is slow and it was noted that the town of Arcata seems especially “quiet” this summer so far. Other board members concurred that town has been more quiet than usual this summer so far.

Lawre reported that Kelly Nathane has assumed role as the Coach of the Masters Swim Club, and that maintenance on the showers is ongoing – one was fixed. Dave Nakamura explained that there is a manual screw mechanism to adjust timing of showers (it is not digital) and takes some

finesse to get it just right. The sink will be fixed tonight. Kelley mentioned water pressure in the shower dropped and she will follow-up if it happens again. Jan asked if there is a way to limit shower use so that water use/utilities can be minimized.

Lawre reported that the tiles are on order. They are coming from Lebanon and the company is awaiting additional freight to ship from so far away. Aaron has not ordered the soundboard yet, because he doesn't want the soundboard and tiles to come at the same time and then storage will be a factor.

FINANCIAL REPORT and 2018-19 BUDGET

Dave reported that trends have been consistent throughout the fiscal year. May 2018 daily admissions are down, but lessons and school income is strong. Lawre commented that schools have been strong overall this year. Dave reported that May 2018 revenue up 10% from last year, no "curveballs" to contend with. 2017-18 projection up \$31,000 (\$15,000 is the Ross Fund donation). 2018-2019 we can expect to break even on revenue and expenditures.

Dave shared that the 2018-19 proposed budget is accurate based on the 2017-2018 projected budget. A few line items were increased to account for minimum wage increase (payroll and employee benefits), utilities, credit card fees (bank service charges) and a 2% increase in property tax.

A motion was passed (Hurlburt/Beck) to approve the 2018-2019 budget.

SDRMA WORKER'S COMP RESOLUTION

Dave reported that the resolution would cover Interns and volunteers under workers comp if NHRPD should acquire any in the future. It would not cost NHRPD anything until interns/volunteers would start. A motion was passed (Beck/Hurlburt) to approve resolution

PARKING LOT PROJECT UPDATE

Dave reported that the survey was received today. Digital version will be sent to SHN. Prop 68 passed but NHRPD won't immediately realize money (Previously proposition funding took approximately 14 months to be realized). Dave spoke with the City of Arcata regarding the time frame to complete the project. City representative requested that NHRPD document the conversation and submit a letter to the City. Dave sent a letter. The City is supportive of NHRPD time frame of receiving Proposition 68 funding next year. Dave reported that SHN agreed to the NHRPD board reviewing preliminary plans as mentioned in the May 2018 meeting.

NEW BUSINESS:

UC/NHRPD BUSINESS AND ACCOUNTING SERVICES AGREEMENT

Dave reported that the UC/NHRPD Business and Accounting Services agreement expired on June 30, 2018. Board agreed to continue the UC/NHRPD Business and Accounting Services agreement. Dave will work on renewing that in the Fall (Aug/Sept).

A motion was passed (Ross/Beck) to adjourn the meeting at 5:30PM.

The next meeting is August 15, 2018 at 4:30PM Minckler Education Center Conference Room at Mad River Hospital

Respectfully submitted,

Bridget Beck
Acting Recording Secretary

Approved:

Chair

Date