

North Humboldt Recreation and Park District
Board of Directors Meeting
Teleconference:
Wednesday, October 20th, 2021

Directors Present: Kelley Hurlburt, Patrick Swartz, Jan Ross, Harvey Kelsey,

Directors Absent: Marj Fay

Also Present: Dave Nakamura, Lawre Maple

The meeting was called to order at 4:31 P.M.

SUBJECT: Approval of the Agenda

MOTION: A motion and a second (Swartz, Kelsey) was made to approve the agenda.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes

The board members corrected the new open hours for the pool as they were adjusted after the most recent board meeting.

MOTION: A motion and a second (Hurlburt, Swartz) was made to approve the September 15th minutes.

ACTION: The motion was approved.

SUBJECT: Resolutions

A. Resolution 2021-1 – Proclaiming a Local Emergency and Authorizing Remote Teleconference Meetings of the NHRPD for the period of October 20 to October 31, 2021.

MOTION: A motion and a second (Kelsey, Hurlburt) to approve the extension of Zoom meetings until October 21, 2021.

ACTION: The motion was approved.

B. Resolution 2021-1 – Proclaiming a Local Emergency Persists and Authorizing Remote Teleconference Meetings of the NHRPD for the period of October 20 to November 20, 2021.

MOTION: A motion and a second (Swartz, Kelsey) to approve the extension of Zoom meetings until November 20, 2021.

ACTION: The motion was approved.

SUBJECT: Public Comment – None.

SUBJECT: Programs/Operations Report

As the weather gets colder, Lawre is instructing staff to keep half of the back doors closed or leave all doors partially open instead all the way open.

The staff need to be reminded to wait until 5 minutes before closing to start pulling lane lines and closing the pool.

There also needs to be a staff reminder for lifeguards to stop talking with the cashiers and stay more focused on the swimmers in the pool.

Both the coordinator and Maintenance manager positions have been filled. Lawre and Dave are in the process of training both hires.

The hot tub leak is not due to plumbing, but to bad caulk seals around the plumbing.

The sauna should be easier than expected to re-open. The sauna's usual temperature of 160° F to 180° F is higher than the temperature needed to kill COVID 19, which is 140° F. If the temperature is maintained the sauna will stay sanitized.

SUBJECT: Financial Report

Overall, the financial situation is in a good place. The largest concern is for utilities. If there is a cold snap, natural gas prices will increase dramatically.

Patrick stated that the payroll taxes payable is a negative number, which should not be possible unless this has been over paid. Dave will look into this to double check that it is recorded correctly.

SUBJECT: Other Reports – none

SUBJECT: Management Update

Audit Update – The audit is almost finished. Part of what is slowing the process, is verification of the NHRPD tax revenue with the Humboldt County Auditor Controller’s office.

Dave was also able to put in an application for the Arcata Pool for the state funding for Special Districts. He believes the pool may on get 5% of revenue losses due to COVID, but there is a possibility for more.

The request for \$75,000 from the county accounts was approved. With the additional \$13,000 from property tax funds should leave the county account with a balance of about \$30,000.

SUBJECT: Request for ARP Funds

Dave has drafted request letters for a request for funds from the city of Arcata and Humboldt County. He will leave a copy of these at the pool for the board members to sign.

SUBJECT: Other Old Business – None

SUBJECT: Admission Fees Adjustment

The board decided to continue the discussion around how the Arcata Community Pool charges the Humboldt Swim Club for its rental time. Patrick was able to break down the costs to run the Arcata Community Pool per hour, coming up with \$70 per hour to run the pool. This is three times the amount the swim club currently pays per hour to rent the pool. The board believes a conversation needs to be had with the swim club management to be able to bring these losses down and still have a sustainable price for the swim club members.

MOTION: A motion and a second (Kelsey, Hurlburt) was made to pass the fee adjustments spoken about at the last meeting. No adjustments will be made to the swim club fees at this time.

ACTION: The motion was passed.

SUBJECT: Other New Business – None

SUBJECT: General Board Comments – None

ADJOURNMENT: Motion passed to adjourn.

The meeting was adjourned at 6:45 PM.

The next meeting will be held November 17th, 2021, in the Zoom format.

Submitted By:

Abigail Brunner, Acting Recording Secretary

Date

Approved By:

Jan Ross, Board Chair

Date