

NORTH HUMBOLDT PARK AND RECREATION DISTRICT

Minckler Education Center Conference Room

Wednesday, September 26, 2018

PRESENT: Jan Ross, Harvey Kelsey, Pam Loudenslager
Staff: Dave Nakamura, Lawre Maple, Aaron Maple

I. CALL TO ORDER

The meeting was called to order by Chairperson Jan Ross at 4:33 pm in the Minckler Education Center Conference Room.

II. APPROVAL OF THE AGENDA

A motion was passed (Kelsey/Loudenslager) to approve the agenda, with moving up the Parking Lot Project Presentation to the first agenda item.

III. APPROVAL OF THE MINUTES

A motion was passed (Kelsey/Ross) to approve the minutes of the August 15, 2018, meeting.

VII. Old Business (agenda item moved up in sequence).

A. Parking Lot Project Presentation by Jared O'Barr, PE, of SHN Consultants:

Parking Lot Project will be funded by the per capita program (funds of \$200k from Prop 68 passage). Construction planned for summer 2019. Bid documents will be ready from Jared in January-February, 2019. Tentative plan is we get funds in spring, 2019; and we release proposal for bid in late spring. Comments by board members to Jared by October 15. Final presentation and approval of the design package at the November board meeting.

IV. CORRESPONDENCE AND COMMUNICATIONS

No correspondence and and communications.

V. PUBLIC COMMENT

- We have no paid workers' compensation claims in year 2017-2018
- We talked about fee adjuntment policies

VI. Reports

A. Program and Operations

- We acknowledge donation of \$1,667.00 from Laurence A. Ford and Son Ranch Co. (aka Ford Family).
- We are in our last sessions for swim lessons
- We have some new hires from HSU, but we are still a little short.
- We are short staffed at the moment for servicing a young adult with special needs.
- Closure dates:
 - Thanksgiving closure -- closed on Thurs/Fri of Thanksgiving week, early closure at 5 pm on Weds Nov 21st. Saturday and Sunday (Nov 24-25) will be normal hours.
 - Winter closure -- Lawre proposes closing on Weds Dec 19, 2018 with possible limited hours on the preceding Monday-Tuesday December 17-18. Open again on Weds Jan 2, 2019 for limited hours.

B. Financial Report

Revenue up a little bit on passes and ticket books - this is good news because last year we were soft on these items.

VII. Old Business (continued...)

B. University Center/NHRP Business and Accounting Services Agreement renewal - contract cost is up 3%. Motion passed (Kelsey/Loudenslager) to renew agreement.

C. Review of Pool Fees: We discussed and finalized and approved (Kelsey/Loudenslager) decisions on 2019 rates.

VIII. NEW BUSINESS

1. Signature authority Form for County auditor - board signatures required (now done).
2. Jan produced her list of locker room suggestions and passed it out to board members, and the list will be discussed at a subsequent board meeting.

IX. GENERAL BOARD COMMENTS

None.

X. ADJOURNMENT

A motion was passed (Kelsey/Loudenslager) to adjourn the meeting at 6:27 pm.

The next meeting will be held on Oct 17, 2018 at 4:30 pm in the Minckler Education Center Conference Room.

Respectfully submitted,
Harvey Kelsey
Acting Recording Secretary

Approved:

Chair

Date