

**North Humboldt Recreation and Park District
Board of Directors Meeting**

Teleconference: <https://humboldtstate.zoom.us/j/615517054>

ID: 615 517 054

Wednesday May 20, 2020

4:37 PM

This meeting is facilitated through an online Zoom format, consistent with the CA Governor’s Executive Order N25-20, suspending certain open meeting law restrictions.

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

Also Present: Dave Nakamura, Lawre Malpe, Mike Nichols

MINUTES

SUBJECT: Approval of the Agenda

MOTION: It was moved (Kelsey) and seconded (Swartz) to approve the Agenda with the addition of item 6C, 2020-21 Budget.

ACTION: The motion was approved with all in favor.

SUBJECT: Approval of the April 15th Meeting Minutes.

MOTION: It was moved (Swartz) and seconded (Kelsey) to approve the April 15th Meeting Minutes with the spelling corrections.

ACTION: The motion was approved with all in favor.

SUBJECT: Correspondence and Communication

Jeff Peacock, a former Board member, passed away and there will be a walk through his neighborhood for a memorial. Jan will send a card on behalf of the Board.

SUBJECT: Public Comment – *none*

SUBJECT: Reports

SUBJECT: Covid-19 Update

Nakamura provided an update on the COVID-19 Pandemic in relation to the Arcata Community Pool. Presently, Humboldt County is in “enhanced stage two” of reopening. Businesses with “limited possibilities of exposure” are able to open on limited basis. In order to reopen, a business must submit a “reopening plan” and be approved by the County.

The pool is in category “three” for reopening—and so the form to submit to the County is not yet available.

Humboldt just had its first COVID-related death and the hospitalizations are now in the double digits, which means reopening may be slower than originally expected. The pool may be 3-8 weeks away from opening.

Getting the pool heated back up may take 4-5 days and, with HSU now in summer session, there may be few employees still in the area. Lawre will reach out to employees via the When to Work App to see which employees are in the area and able to work.

Board Member Kelsey inquired whether the pool can afford to open, due to the nature of Covid, social distancing, restrictions on patron numbers, paying life guards, and lack of group activities. Some discussion ensued and Nakamura noted that there will be more discussion during the Budget line item.

SUBJECT: Program/Operations Report

Aaron has been taking measurements to make sure the pool stays clean. Lawre has been in contact with the Red Cross in relation to resources and guidance for reopening. Lawre also noted she's been in communication with some pools that are reopening with very limited capacities.

SUBJECT: April Financial Reports

In April, the CFO took money from the Humboldt County Investment Fund (taxes) and paid down the loan from University Center by \$50,000 (50%), which processed on May 5th. Cash is in good terms right now.

Nakamura emailed his contact at the State Parks Department to see if there had been any progress with the Bond money allocation; still no progress.

Other items in the April Financials were discussed.

All swim lessons were refunded, which is reflected in a negative number. Wages are very little at this time.

SUBJECT: 2020-21 Budget

Nakamura presented the Board with a draft budget for the 2020-21 FY, which starts on July 1st. There are many unknowns due to the COVID-19 Pandemic, as such, much of the revenue that typically comes in will be reduced at minimum 25%, if not 50% in some cases. School rentals, group swim classes, and rentals (i.e., kid birthday parties) will likely be reduced the most by about 50%. This takes the overall projected revenue to \$313,000 (about \$200,000 reduction).

Nakamura is gathering labor reports for the last five years to get a better estimate on how much the amount of labor paid will decrease (with respect to reduction in rentals and swim classes, which are very labor-intensive).

The pool got the property tax statement dated April 30th.

Nakamura expects the amount of utilities to be reduced, due to less use. However, costs of utilities are expected to increase.

The pool and the activity level at the pool will be different, which means we need to re-think what the pool will look like and how to schedule the pool open hours and what will be offered. There could be a mid-day closure to do an extensive cleaning.

Season Passes will need to be addressed soon. The pool could offer three different options to patrons such as: prorated for next year, refund for the time the pool was closed, or the option to keep their pass “as-is” and the portion that would be refunded is a donation to the pool.

Discussion about other topics related to the surrounding area, property taxes, and the possibility of HSU being completely virtual in the fall ensued. Nakamura also noted that the next round of federal bailout money may be applicable to states, counties, small cities, and special districts.

SUBJECT: Other Reports – *none*

SUBJECT: Old Business

SUBJECT: Humboldt Swim Club

A draft copy of the Humboldt Swim Club Contract was reviewed and addressed. In particular, additional Saturday swim times and lane rental rates was discussed.

Swim coach Mike Nichols addressed the Board with several questions, including the possibility that HSU will not honor swim contracts over the summer and the possibility of utilizing the ACP on Saturdays.

MOTION: It was motioned (Kelsey) and seconded (Hurlburt) to approve the Humboldt Swim Club Contract for 2020 and Saturday lane rentals at a rate of \$17 per hour per lane.

ACTION: The motion was approved by all board members.

SUBJECT: Water Polo Contract

Discussion regarding a potential Water Polo Contract ensued. No action was taken.

SUBJECT: Other Old Business – *none*

SUBJECT: New Business – *none*

The next Board of Directors meeting is scheduled for June 17th at 4:30 PM via Zoom.

The meeting adjourned at 6:10 PM.

Minutes submitted by:

Katie Burnham, Recording Secretary Date

Minutes approved by:

Jan Ross, Board Chair Date