

North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, January 17, 2024

Directors Present: Jan Ross, Harvey Kelsey, Patrick Swartz, Jolly Earle

Directors Absent: Kellie Hurlburt

Also Present: Dave Nakamura, Kellie Long, Russell Turpin

The meeting was called to order at 5:04 P.M.

SUBJECT: Approval of the Agenda

MOTION: A motion and a second (Kelsey/Swartz) was made to approve the agenda. It was noted that the five-year look back and the Swim Club contract would be moved up in the agenda before public comment.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes

MOTION: A motion and a second (Kelsey/Earle) was made to approve the December Minutes with some noted changes.

ACTION: The motion was approved.

SUBJECT: Five Year Lookback Financial Analysis - Dave introduced the analysis. It was noted that once an audit is approved is a good time to do a deeper dive into the pool's financial performance over the past five years. It's also a good time to review the per lane per hour cost analysis.

Dave explained the methodology he used to calculate the actual per-lane per-hour total costs. These numbers are often used as a benchmark for fee adjustments. The previous calculation was assumed to be \$11 per hour. This is a few years old and was done during the COVID pandemic which changed the dynamics of the expenses. The cost is now calculated to be between \$15 - \$17 per hour. The calculation also backed up the pricing for deep end rentals that had been discussed regarding the water polo program.

The five-year financial lookback was introduced and extensively discussed. Several ways to increase revenue, advertising, fundraising, opening on Sundays were discussed. Improving social media advertising and building a donation program / endowment was prominently discussed.

Humboldt Swim Club fees for their rental contract were discussed in relationship to the actual costs. It was noted that per lane costs were artificially low, that the pool could not afford to subsidize their use to the level that we were, and that there was an effort to catch up over the past few years.

SUBJECT: HSC Contract – A schedule revision was proposed which is to increase from three to four lanes from 6 pm to 7:30 pm. Monday through Friday. There was also a document presented on a procedure that Dave and Russ worked out regarding unauthorized lane use by the HSC. The additional lane time and the procedure with modifications was approved.

SUBJECT: Program / Operations Report–
The condition of the sauna was discussed as the door needs to be repaired.

A modification to the fee schedule was proposed and approved. Private lessons will stay at the current price and the group swim lessons will be raised by \$5.

The pool will pay for life guard recertification costs for existing employees.

SUBJECT: City of Arcata RDA Property – As a follow up to a previous discussion on a property from the now dissolved Redevelopment Agency that the City of Arcata is planning on developing. Dave presented a section of the slide deck he got from the City's Planning Department. Plan A and Plan B were presented. Plan A would involve part of the RDA funds would be sent to the pool in cash (over 3k) and the other part (6k) would be reinvested into the property with the intention of increasing property tax revenues into the future. Plan B would be the entire amount would come to the pool in one time cash.

MOTION: A motion and a second (Kelsey/Earle) was made to approve the staff recommendation of Plan A.

ACTION: The motion was approved.

SUBJECT: Audit Services Contract–
There was a brief discussion on proceeding with an extension with JJCPA, the current audit firm.

MOTION: A motion and a second (Swartz/Kelsey) was made to approve Dave working on a contract extension with JJCPA.

ACTION: The motion was approved.

SUBJECT: Other Reports – None

SUBJECT: Other Old Business – None

SUBJECT: Other New Business – None

SUBJECT: General Board Comments – None

ADJOURNMENT:

MOTION: A motion and a second was made to adjourn. (Swartz, Earle)

ACTION: The motion was approved.

The meeting was adjourned at 7:06 PM.

Approved By:

Jan Ross, Board Chair

Date