

North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, December 17, 2025

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

Directors Absent: None

Also Present: Dave Nakamura, Meaghan Paulus

The meeting was called to order at 4:33 P.M.

SUBJECT: Approval of the Agenda

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

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes –

MOTION: A motion and a second (Hurlburt/Cashman) was made to approve the October minutes.

ACTION: The motion was approved.

SUBJECT: Public Comment – There was mention and a brief discussion about the temperature in the sauna. It was noted that the current equipment does not allow for an adjustment of the temperature.

SUBJECT: Program Report – A&I Roofing has been contracted to do the roof repair. They have ordered materials and should get back to us shortly after the New Year. Our insurance carrier, SDRMA, has sent money to cover most of the cost of the repair. Dave has discussed with them doing repair to the fascia at the same time at an additional cost.

Backflow prevention project. The City of Arcata had sent notification that the backflow valve at the pool needs to be upgraded in order to meet compliance requirements. Roto Rooter has submitted plans to the city for their approval. Timing is uncertain although they've been made aware that the winter closure would be the ideal time.

SUBJECT: Audit Report – Fortune Andzouana from the audit firm JJCPA called into the meeting at this time. He presented the approach and requirements that they follow in order to complete the audit while following standard practices. He reported that there were no significant findings or reportable deficiencies. There

were no disagreements with management or material misstatements while conducting the audit and thus they are able to issue an unmodified opinion. These standards are also detailed in the Communication letter and the Representation letter that are part of the audit package. Fortune complemented staff on good communication and timely ability to provide information that was requested. Patrick raised a couple of minor questions regarding the board member roster and who is named as providing the financial statements.

MOTION: A motion and a second (Swartz/Hurlburt) was made to accept the 2024-25 audit.

ACTION: The motion was approved.

SUBJECT: Program Report cont. – Permitting has been approved and parts have been ordered.

MOTION: A motion and a second (Swartz/Kelsey) was made to authorize the expense of approximately \$12,000 to Roto Rooter for the backflow prevention project.

ACTION: The motion was approved.

SUBJECT Swim Club Contract–

There was discussion regarding a donation to HSC for the use of the pool for their Creepy Crawl fundraising event. In addition, there was discussion about the swim team using more lanes than is authorized in the contract.

Two items of note. It was decided to deduct the cost of the lane lines from the contracted amount for their fundraiser as a donation. It was also decided to amend the language in the draft contract to create a monetary penalty for unauthorized use of lane lines by HSC.

SUBJECT Board Elections–

MOTION: A motion and a second (Kelsey/Hurlburt) was made to appoint Patrick Swartz to the four year seat, Sue Cashman to the two year seat and Karin Grantham to the new two year seat.

ACTION: The motion was approved.

There was initial discussion about subsidizing the recertification process for existing employees.

SUBJECT California Class –

Bob Shull, Financial Advisor for California Class joined the meeting. Dave explained the current interest rate environment and how it relates to the reserve funds that housed within California Class. Bob explained the initiation of the California Class program in conjunction with the California Special District Association and League of California Cities. He also explained the guardrails that are required for investment of public funds in California Class. There are two funds within Cal. Class, the Prime Fund and Enhanced Cash. The Prime Fund is similar to a money market fund. Enhanced Cash also has commercial paper and has a longer time horizon. With interest rates declining, Enhanced Cash is likely to have better returns going forward for a variety of reasons that were detailed.

MOTION: A motion and a second (Swartz/Kelsey) was made to move 100% of the Capital Expenditure fund into Enhanced Cash and approximately 50% of the Operating Fund into Enhanced Cash.

ACTION: The motion was approved.

SUBJECT Humboldt County Investment Pool –

MOTION: A motion and a second (Swartz/Kelsey) was made to move all but \$10,000 from the County Investment Pool into RCB checking when funds are available. Once in RCB checking this amount into the California Class Operating Fund.

ACTION: The motion was approved.

SUBJECT Adjournment –

MOTION: A motion and a second was made to adjourn the meeting.

ACTION: The motion was approved.

The meeting was adjourned at 6:02

Approved By:

Jan Ross, Board Chair

Date