

North Humboldt Recreation and Park District
Board of Directors Meeting
Tuesday, December 6, 2023

Directors Present: Jan Ross, Harvey Kelsey, Marj Fay, Kellie Hurlburt, Patrick Swartz, Jolly Earle
Directors Absent: None
Also Present: Dave Nakamura, Kellie Long

The meeting was called to order at 5:06 P.M.

SUBJECT: Approval of the Agenda

MOTION: A motion and a second (Kelsey/Hurlburt) was made to approve the agenda with the note that the audit presentation is time certain.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes

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

ACTION: The motion was approved.

SUBJECT: Public Comment – A group of customers who attend the Master’s swim program gave comments on the upcoming price increase. They asked for consideration to not raise the pricing so much at one time. The increase of rates were previously approved by the board for the beginning of 2024.

SUBJECT: 2023 Audit Presentation – Brett Jones and Fortune Andzouana from the district’s auditor, JJACPA, attended the meeting via Zoom. They stated that their report is a clean report, there was no evidence of material errors or fraud, no evidence of issues with internal controls. There was some discussion on various parts of the audit, especially the MD&A, after the audit presentation.

SUBJECT: District Board Elections Update / Oath of Office
The Oath of office was administered to Harvey Kelsey, Jan Ross, and new member Jolly Earle. Dave will follow up on the necessary paperwork with Jolly and submit the package to county elections.

SUBJECT: HSC Contract – Most recent revisions were presented and discussed. Items included the insurance requirements, the schedule on “Addendum A”, the coaches schedule acknowledgement, and the unauthorized lane use clause. Signage to clearly designate HSC reserved lanes was discussed. Also discussed were rates,

the Creepy Crawl fundraiser, and an email from Russ Turpin (HSC President) that was sent to Dave.

Dave also presented the idea of contacting the swim club board to possibly communicate the financial issues the district is facing. After discussion, it was agreed for Dave to communicate with Russ about the possibility at the January meeting.

MOTION: A motion and a second (Kelsey/Fay) was made to approve the HSC contract as presented.

ACTION: The motion was approved.

Kelly Hurlburt left the meeting at approximately 6:05.

SUBJECT: Management Update–

Dave reported about a web meeting he attended regarding SPURR, the organization that has been providing natural gas to the pool for a number of years. SPURR has announced that they are leaving the gas aggregation business starting July 1, 2024. SPURR issued a Request for Proposal for taking over the gas service and ABAG (Association of Bay Area Governments) was awarded the contract. It is possible to transfer natural gas purchasing to ABAG or to PG&E. It was discussed that PG&E is likely to be the best option for natural gas going forward due to slightly lower prices than what ABAG can provide. In addition, there are some logistical challenges with ABAG. Dave will look into the process and make the change to PG&E next year.

Dave reported that he had a meeting with David Loya from the City of Arcata regarding some properties that were part of the now dissolved Redistricting Agency (RDA) that the district was a part of. RDAs were dissolved by the state in 2012. In addition to the city, there are a number of political entities that were a part of the RDA.

The two properties if sold would result in the district receiving approximately \$9,400 one-time money. The other option is to use 1/3 of the total sale amount in cash and use the remainder to develop the two properties. In theory, this would increase the value of the property and would provide increased tax revenues going into the future. The school districts in the RDA may find it more advantageous to get the one-time payment. All of the entities would need to buy into the second option to make it viable.

This is a developing situation that Dave will monitor and bring back to the board for possible action.

SUBJECT: 2023 Audit Report–

MOTION: A motion and a second (Swartz/Kelsey) was made to accept the 2023 Audit Report as presented earlier in the meeting.

ACTION: The motion was approved.

Subject: Transfer of Funds from Humboldt County Investment Pool

MOTION: A motion and a second (Kelsey/Fay) was made to authorize the transfer of the total cash reserves less \$10,000 from the County Investment Pool to general checking.

ACTION: The motion was approved.

SUBJECT: Program / Operations Report–

A report was given by Mary Ruffcorn on the sponsorship campaign that staff has initiated. Suggestions were made on the package that will be sent to potential donors. The structure of advertising the sponsors was discussed.

Harvey Kelsey left the meeting at approximately 6:30.

Scheduling time for the proposed youth water polo pilot program was discussed. Per hour rates were discussed. \$55 per hour deep end, whole pool \$110 per hour. A number of safety and logistical issues were discussed.

Winter break schedule was discussed. The pool will reopen on January 3rd not the second due to staffing shortages.

The winter break maintenance projects were discussed, including the toilet installation project. It was noted that it needs to be clarified who will be doing the tile repair.

A paper brochure for the new year was discussed.

Needed paint repair on the benches was noted.

SUBJECT: Financial Report–

The October report was presented. Revenue is up slightly on most line items. Overall revenue is up 30k over last year. Expenses are also up, especially wages and utilities. Overall, we are just over 7k ahead of last year on the bottom line on the Income Statement.

SUBJECT: Other Reports – None

SUBJECT: Other Old Business –

SUBJECT: Other New Business –

SUBJECT: General Board Comments – None

ADJOURNMENT:

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

ACTION: The motion was approved.

The meeting was adjourned at 7:01 PM.

Approved By:

Jan Ross, Board Chair

Date