

**North Humboldt Recreation and Park District**  
**Board of Directors Meeting**  
Wednesday, July 24, 2024

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

**Directors Absent:** None

**Also Present:** Dave Nakamura, Kellie Long, Ryan Plotz (via Zoom)

The meeting was called to order at 5:02 P.M.

**SUBJECT:** Approval of the Agenda

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

**ACTION:** The motion was approved.

**SUBJECT:** Approval of the Minutes –

**MOTION:** A motion and a second (Earle/Swarz) was made to approve the June minutes as posted.

**ACTION:** The motion was approved.

**SUBJECT:** Public Comment – Dave read a letter that was received by him Jan. The letter was regarding access to the deep end during swim lessons. There was discussion about the issues surrounding deep end access during swim lessons.

**SUBJECT:** Closed Session: The session started at 5:11p.m. No reportable action was taken during the closed session. The closed session ended at 5:54.

**SUBJECT:** Public Comment - Continued

There was continued discussion about user conflicts in the deep end during swim lessons. Summer session swim lessons have two more weeks to run. After that time the conflicts will lessen. It was noted that we need to keep in mind that we need to provide space for lap swimmers / season pass holders.

**SUBJECT:** Program / Operations Report–

Swim lessons are winding down. The domestic hot water heater is functioning but we're waiting for parts to institute a more stable repair. There have been issues with the electrical breaker that goes to the sauna. It is being replaced. The lifeguard staff is doing well as there is a good group of young and motivated

employees working at the pool. There's been some slight modifications to the swim lesson use of the lap lanes that will allow more use of the lanes by lap swimmers.

Dave reported that he found that dogs are not allowed in public pools under California state law. This was noted and will be enforced at the pool.

SUBJECT: Financial Report–

Dave reported that the June statements indicate that the pool will be close to break even and possibly at small positive. Standard year end adjustments will need to be made to produce the year-end financial statements that could change the final bottom line number.

Dave reported that we did get \$108k in tax revenue from the county. At this time, it is likely that the whole amount will be kept in general checking as a large amount is due in July due to worker's compensation and insurance billings.

There was reporting on the accounts receivable. There were some systematic changes made to the process that should help with this area of the accounting system.

SUBJECT: Management Planning

There was discussion about the administrative staffing at the pool and what the future might look like. The job duties of the staff were sent out and discussed. It was suggested that a sub-committee be formed to work on organizational structure, job descriptions, etc. There was also discussion about the possibility of using another special district to provide some of the administrative services.

SUBJECT: Other Reports – None

SUBJECT: Other New Business – None

SUBJECT: Other Old Business – None

SUBJECT: General Board Comments – None

ADJOURNMENT:

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

ACTION: The motion was approved.

The meeting was adjourned at 6:52 PM.

Approved By:

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Jan Ross, Board Chair

Date