

**North Humboldt Recreation and Park District**  
Board of Directors Meeting  
Meeting via Zoom Teleconference: <https://humboldtstate.zoom.us/j/615517054>  
Meeting ID: 615517054  
Wednesday April 15, 2020  
4:33 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.*

**MINUTES**

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

**Directors Absent:** NA

**Also Present:** Dave Nakamura, Lawre Maple, Mike Nichols

**SUBJECT:** Approval of the Agenda – **Action Item**

**MOTION:** It was moved (Hurlburt) and seconded (Swartz) to approve the agenda.

**ACTION:** The motion was approved.

**SUBJECT:** Approval of the Minutes from March 25, 2020 – **Action Item**

**MOTION:** It was moved (Hurlburt) and seconded (Swartz) to approved the meeting minutes from March 25, 2020.

**ACTION:** The motion was approved.

**SUBJECT:** Correspondence and Communications – *none*

**SUBJECT:** Public Comment – *none*

**SUBJECT:** Reports

**SUBJECT:** Programs/Operations Report

Nakamura stated that Aaron and Lawre are performing essential tasks for the pool, whereby Aaron goes in every few days to check the chemistry and put chlorine into the pool to prevent an algae bloom. Everything else is turned off (heat, HVAC, ventilation, and main pump) and the hot tub is drained. This cuts the Pool's expenses down extensively. It is estimated that it will take 3-5 days to get the pool back up to temperature (81 degrees) before opening.

Lawre has been cancelling swim classes this week, collecting paper bills, and dealing with payroll. She started processing refunds today and that will take a couple of days.

**SUBJECT: March Financial Reports**

The Statement of Financials: cash on hand is good. Nakamura emailed the State Division of Parks to inquire about bond funding (\$200,000) allocation; he has not heard back. Additionally, the parking lot project was completed and moved to Lease Holder Improvements, which changes the depreciation calculation.

For Monthly's, the comparisons to last year is significantly different. The Pool paid about \$8,000 for the last payroll in March and now the only people getting paid are Lawre and Aaron. In April, the utilities will go down to about \$1,000 and many other line items will be \$0. There will still be an accounting and administrative fee, however.

Currently, the Pool is receiving more cash than what its monthly expenditures are, which means the Pool will be able to survive this closure. Nakamura commented that the tax revenue coming into the county is a little slow due to staff limitations (in the county tax office). Typically, there's an \$80,000 tax statement in April, which remains to be seen.

Importantly, there is money to pay the bills that continue to come in.

**SUBJECT: Other Reports**

Maple noted that Humboldt Sponsors Foundation gave the Pool a \$1,500 grant for subsidized swim lessons and admission program for low-income kids and families. This grant is generally given each year.

**SUBJECT: COVID-19 Update**

The state and the county have ordered shelter in place restrictions—the state does not have an end date (undetermined amount of time). Recently, Governor Newsome held a press conference identifying a strategy for coming out of the shelter in place order. There remains to be an exact timeline for that, as it is dependent on the slow of COVID-19 cases and what the threshold is (zero new cases for two weeks, for example).

The campus is now starting a conversation regarding a much longer shutdown that could last for months—possibly continuing into the middle of summer.

Once the shelter in place order starts to lesson, what does “normal” look like? Social distancing is not going away, which means several things for the Arcata Pool. There will likely be a shield between the cashier and an additional employee in the front to monitor doors and social distancing. In the locker rooms, people will have to personally monitor social distance. Swimmers are likely safe in the

lane lines. The sauna and hot tubs will likely not reopen. For young kids swim lessons, the kid and instructor are so close together, that it's not possible to social distance. This means that the Pool will either not offer swim lessons or lessons will have to be conducted in an alternate capacity (example: each young kid has a parent/guardian with them in the pool).

There may also need to be a limit on the number of people swimming per lane and initiate a swim time limit.

Discussion on how to compensate season pass holders for the number of closed dates ensued. Several suggestions including: extending the end date on passes, offering next year's pass at a discount, offering credits for next year's swim pass, or refunding a prorated amount (for those choosing not to renew their pass) were discussed.

Presently, the Pool does not qualify for any money through the CARES Act, as there is no money earmarked for Special Districts. Nakamura submitted an IDA (Initial Damage Assessment) of about \$80,000, for the lost monies since the closure, to FEMA. Getting FEMA money is unlikely, due to the overall scope and immensity of the COVID-19 disaster.

Board Member Kelsey inquired whether the Pool could lobby congress on behalf of receiving some money. Nakamura responded that it is the pleasure of the Board if they would like a letter submitted to congress. All agreed that Nakamura should draft a letter.

SUBJECT: Old Business

SUBJECT: Website and Sign Update

The website has been updated for accessibility and ADA compatible. Dave will verify that the updates are compliant.

SUBJECT: Humboldt Swim Club Contract Update – **Action Item**

Discussion about the Humboldt Swim Club Contract ensued. It was decided that Nakamura and Maple would draft the contract with the amounts decided during the March meeting and the club would not be charged during the COVID-19 closure.

MOTION: It was moved (Swartz) and seconded (Kelsey) to collect payment from the Swim Team for the first two and a half months (before the pool closed) and forgo payment until the pool reopened, based on the rates decided at the March Board Meeting and to detail the terms of the 2020 contract for review and finalization.

ACTION: The motion was approved. All were in favor.

SUBJECT: Water Polo Contract Update – **Action Item**

