

North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, July 16, 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 4:30 P.M.

SUBJECT: Approval of the Agenda

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

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes –

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

ACTION: The motion was approved.

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

ACTION: The motion was approved.

SUBJECT: Public Comment – None

SUBJECT: Programs and Operations Report –

Tomorrow is another pints for non-profits at the Humboldt Social Club.

Staff received the insurance document from Arcata High regarding the use of the section of the Arcata High School parking lot.

Mary is starting to work on a block party for the 50th anniversary of the pool opening. Ideas regarding food, alcohol, vendors and other events were discussed. The possibility of doing some events throughout the year was brought up. There was generally enthusiastic support for the idea of the event.

Various advertising ideas were discussed. An informational brochure is being printed.

The roof repair was discussed. There was concern about the rainy season not being too far into the future. Dave will again contact Lawre about getting this going.

New washer and dryer are being ordered. Parts for the water slide have been ordered, but it is taking a while to get all of the necessary parts on site.

SUBJECT: Fee Adjustments–

The potential for raising the fees for certain programming areas was brought up during the May meeting. Dave provided a review and framework for areas that may want to be considered. Lessons, school lessons and rentals are the main areas up for discussion.

It was decided to raise prices in all of the categories approximately 10% rounded up to the next \$10. Changes were noted on the fee chart.

MOTION: A motion and a second (Swarz/Kelsey) was made to approve the increases as discussed.

ACTION: The motion was approved.

SUBJECT: Parking Lot –

Dave explained that he researched the option of creating a tow away zone in the pool parking lot. After discussion with a local towing company, it appeared that signage could be posted that would allow this. After further research with the attorney, it became apparent that there are different codes that apply to private parking lots versus government lots. The end result is that the pool would fall under the City of Arcata code not the state vehicle code. Under the city code towing is not an option. Theoretically, we can do citations by calling Arcata PD. It was discussed that APD is not entirely realistic as they may not respond to a request for enforcement in a timely manner. There was considerable discussion about the placement of signage. It was decided that Dave will pursue signage that meets legal requirements for this type of use. In the meantime, “Pool Parking Only” will be stenciled in black paint on the curb across the length of the parking lot.

SUBJECT: Lap Lane Schedule–

There was review and discussion about scheduling practices for the lap lanes. There has been conflicts between regular lap swimmers, the swim club, and programs such as swim lessons and the Special Olympics. It was clarified that

two lanes would be designated for lap swimmers from 5:00 pm to 6:30 pm. Monday through Friday. Signage on the deck for these two lanes was suggested. Swim lessons may encroach into one lane starting at 6:30 pm. for about 45 minutes. Meaghan will work on producing a calendar / scheduling graphic for the public to view both at the counter and on the web site.

Summary: Dave will contact HSC to find out what their scheduling request is going to be for next calendar year and contract. Meaghan will work on a graphic for communicating open lap lane times. Other programs, such as Special Olympics, will then be allocated times for possible lap lane use.

SUBJECT: California Class Update-

Dave briefly highlighted the California Class annual report and audit. This is so that the board is informed on where the district's reserve funds are held. Dave reviewed the statement from June, 2025 and discussed the amount held in Operational Reserves and how much is now is Capital Expenditures. The amount held by the county will be moved into Cal. Class soon. The expected cash flow between Cal. Class, the county and the withdrawals for the rest of the calendar year was outlined. It was noted to continue the 10k monthly transfer into the Capital Expenditure fund for the next few months.

SUBJECT: Management Report –

Audit work is just starting. Dave and Molly are coordinating to provide the necessary information to the auditor.

SUBJECT: Sub Committee Report–

This group is moving forward and just had a productive Zoom meeting. It's expected that a presentation for the full board will be ready by the September or October meeting.

SUBJECT: Board Calendar–

A draft board calendar was discussed. The August meeting will be cancelled. The February meeting is somewhat unclear due to the availability of the Arcata High library. For now, it is scheduled for the 18th. Dave will book the library on the 25th just in case of a date change.

MOTION: A motion and a second (Swartz/Hurlburt) was made to approve the calendar with the noted changes.

ACTION: The motion was approved.

ADJOURNMENT:

MOTION: A motion and a second (Kelsey/Hurlburt) was made to adjourn.

ACTION: The motion was approved.

The meeting was adjourned at 6:09 PM.

Approved By:

Jan Ross, Board Chair

Date