

HONEY LAKE VALLEY RECREATION AUTHORITY HLVRA
Regular Meeting Minutes
TUESDAY, MARCH 15, 2022 – 3:00 PM

Roll Call of Councilmembers Present: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher
Absent: Noelle Haller-Riggs

1. AGENDA APPROVAL:(Additions and/or Deletions)

Moved by Chris Gallagher; seconded by Brian Moore to Approve the Agenda.

Motion Carried: 4 - 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

2. APPROVAL OF MINUTES:

2.A Consider approval of minutes from the January 18, 2022 HLVRA Meeting

Moved by Jeff Hemphill; seconded by Chris Gallagher to Approve Minutes.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS (if any):

None.

4. CLOSED SESSION:

None.

5. CORRESPONDENCE:

None.

6. PUBLIC COMMENT: Any person may address the Board at this time to comment on any subject on or not on the agenda. However, the Board may not take action on an item not on the agenda other than to direct staff to agendize the matter at a future meeting.

None.

7. MATTERS FOR BOARD CONSIDERATION:

7.A Consider Pool Financial Reports through March 3rd, 2022

Motion to receive and file

Budget Status 3-8-22.pdf

Expenditure Account Detail 3-8-22.pdf

General Ledger Summary All Funds 3-8-22.pdf

Revenue Account Detail 3-8-22.pdf

Revenue Status All Funds 3-8-22.pdf

220308 Budget Expense Detail.pdf

Moved by Jeff Hemphill; seconded by Chris Gallagher to Receive and File.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.B Consider City Reimbursement request for the period of January 8, 2022 through February 18, 2022

Motion to approve City Reimbursement Request

20220315_City Reimbursement.pdf

Moved by Chris Gallagher; seconded by Jeff Hemphill to Approve City Reimbursement Request.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.C Review of HLVRA accounts 534 Pool Sustainability, 535 Facility Improvement, and 536 Operations Fund

Information Only

Reesa Rice, Pool Director presented the purpose of the Pool Sustainability Fund (534), Facility Improvement (535) and the Operational Fund (536) and reviewed the attachments included in staff report. Mrs. Rice reviewed the HLVRA Projected Budget Revenues and Expenses pivot table that allows the HLVRA to see budget projections for the fiscal year. Mrs. Rice noted that the pivot table would be included in future financial reports for the board to receive and file at future meetings.

Board member Gallagher thanked Mrs. Rice for the review.

HLVRA Res. No. 19-33 Facility Improvement Fund.pdf HLVRA Res. No. 19-34 Sustainability Fund.pdf
Pivot Table 220315.pdf

7.D Consider Resolution No 22-48 amending the Honey Lake Valley Recreation Authority Fiscal Year 2021/2022 Budget

Motion to approve Resolution No 22-48 amending the Honey Lake Valley Recreation Authority Fiscal Year 2021/2022 Budget

Mrs. Rice presented the proposed budget amendments for the 2021/2022 fiscal year for the boards review and consideration as outlined in the staff report included in the agenda. Mrs. Rice highlighted the increase in maintenance materials, staffing budget request to increase due to minimum wage requirements increasing to \$15.00, and increase in insurance.

Board member Gallagher inquired about the increase in staffing. Mrs. Rice responded, noting that the increase in minimum wage, in addition to her salary increase, and additional shoulder season staffing costs.

President Schuster asked if we have any grant applications in the works. Mrs. Rice noted that we do not have any current grant applications submitted and was searching for grant opportunities that the HLVRA could apply for, but many grant applications have restrictions on facilities that charge admission. Mrs. Rice noted that she would be focusing on grant applications in the fall.

President Schuster asked if we had any fundraising ideas. Mrs. Rice noted she had not looked into those opportunities.

Lily (Member of the Public) asked if we the HLVRA was still interested in a polar plunge fundraiser. Mrs. Rice noted she was anticipating doing a season opening event. Discussion occurred about what kind of event would be appropriate as a polar plunge might not be work with anticipated April opening of the pool. Discussion occurred about the opening date in relation to the fundraising and local school spring break. Lily noted that the swim team's fundraising team would like to support the event.

Board member Gallagher noted that the California State Park's Grant was a great place to start seeking out cycles of grants. Discussion occurred about various grant application component ideas.

Proposed Amended Budget 2021 2022.pdf

Resolution 21-45.pdf

Res. No. 22-48 Amending 2021 2022 Budget.docx

Moved by Chris Gallagher; seconded by Brian Moore to Approve Resolution No. 22-48 Amending 2021/2022 Budget.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.E Consider proposed Pool Schedules for the upcoming 2022 Season

Motion to approve 2022 Spring, Summer and Fall Honey Lake Valley Community Pool schedules

Reesa Rice, Pool Director reviewed the proposed Pool Schedule for the 2022 season. Mrs. Rice reviewed previous year program attendance numbers and reviewed the proposed schedule for the board's review.

Board member Gallagher noted that the lap swim numbers presented are from 2018 and believes that lap swim numbers might have increased over the past 4 years. Mrs. Rice noted the interest in evening lap swim was represented as a test period in the spring schedule for us to adjust and/or expand next year.

Mrs. Rice noted that she had heard from the AD Course instructor from Lassen College and they were intending to return to the water, so that will be reflected in the schedule.

Board member Gallagher inquired about the staffing hours that would be working, Mrs. Rice noted that their shift would be anywhere between 3.5 to 4 hours depending on the program and day. Mrs. Rice noted that many of the employees at the pool were High School aged students and the proposed schedule seemed to work for their availability as well.

Vice President Hemphill inquired about the flexibility of the schedule if an influx of attendance occurs.

Lily (member of the public) asked if the lap swim age could be lowered to allow for more swim team members could attend for additional swim time, this would allow for additional swim time outside of the swim team scheduled time. Mrs. Rice noted that in the past there was no age restriction and that lead to complaints, so the age restriction was implemented to allow for lap swim to be utilized more for adults. President Schuster asked if there was a time that we could allow for youth to utilize lap swim scheduled time. Boardmember Gallagher suggested a first come first serve lane to be made available during lap swim in the schedule to allow additional time in the water to swim team members to practice outside scheduled practice time. Board agreed this would be a good compromise to allow swim team members more access to the pool for practice, additionally this would allow younger age children to swim with adult supervision. Member of the public noted he would report back to the swim team about first come first serve lane idea and etiquette that should be used during that time.

President Schuster noted that the approved schedule should be sent to Mr. Hall for schools/parents distribution.

Lap Swim April.pdf
Aqua Aerobics April.pdf
May Lap 2021.pdf
May Aqua.pdf
Oct Lap.pdf
October Aerobics.pdf
Spring Schedule 2022.pdf
Summer 2022.pdf
Fall Schedule 2022.pdf

7.F Consider dissolution of the 2022 Pool Schedule Ad Hoc Committee

Motion to dissolve the ad hoc committee for the 2022 pool schedule

Moved by Jeff Hemphill; seconded by Brian Moore to dissolve 2022 Pool Schedule Ad Hoc Committee.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.G Consider Swim Lesson Schedule

Motion to Approve Swim Lesson Schedule

Reesa Rice, Pool Director presented the proposed swim lesson schedule for 2022 season, noting that private lessons had been added to the schedule. Mrs. Rice noted that she had included lessons make-

up time if needed, as last year with fires and Covid many lessons were refunded and/or canceled due to lack of re-scheduling.

Board member Gallagher noted that many complaints had been received for lack of water babies' classes. Mrs. Rice noted that due to weather and course taking place in the shallow end of pool availability it is difficult. Mrs. Rice noted that she is aware of the problem and she recommended that she might have time in the schedule to include a few more courses later in the season, if she had instructor availability and there was interest outside of what is proposed in the presented schedule.

President Schuster asked when signups will start. Mrs. Rice noted that she was wrapping up the website and Facebook to get that information out to the public. Mrs. Rice noted that she was trying to find the best plan to reduce the stress of signups that has occurred the last few years. Discussion occurred the best way to conduct swim lesson signups.

Swim Lesson Schedule 2022.docx

Moved by Chris Gallagher; seconded by Brian Moore to Approve Swim Lesson Schedule.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.H Consider updated fee schedule

Motion to approve updated fee schedule

Reesa Rice, Pool Director presented to the board the identified adjustments to the fee schedule. Mrs. Rice presented the increase of \$200-\$300 for the summer family pass, this allows a family to swim free after the 15th pool attendance. Mrs. Rice presented the pool rental increase from \$150/hour to \$200/hour for a 2 hour block of time. This increase is suggested to cover staffing costs and includes pool rental that includes deck time.

Board member Gallagher noted he felt the price increases are fair and suggests that the increase of time be identified in advertising.

Board member Moore asked about how many opportunities a family has to utilize the Family Pass. Mrs. Rice noted that there are 7 days a week in the summer schedule for families to attend and utilize the pass. Mrs. Rice noted there are other opportunities with the punch cards that are more affordable, but a family pays off the summer pass after 15 visits to the pool.

Boardmember Gallagher inquired about how many family passes were sold in 2021's season. Mrs Rice noted that she did not have the exact number, but family passes in the 2021/2022 fiscal year was around \$12,000 received, noting this number was a combination of all summer passes but the family pass made up a big amount of that number.

President Schuster asked if rentals increased based on attendance. Mrs. Rice noted that as the number of swimmers in the party increases over 30 people, additional lifeguards are charged to the pool rental price.

Member of the public suggested an increase on monthly lap program passes by \$5/month and daily lap swim increase. Discussion occurred about fees in comparison to local facilities. Discussion occurred about adding a season pass for lap swim versus selling monthly.

2022 Proposed Fee Schedule.pdf

Moved by Brian Moore; seconded by Chris Gallagher to Approve proposed fee schedule to include public swim summer passes lap swim \$100 walking/lap swim, increase lap swim/walking to \$35, increase summer family pass to \$300, and increase pool rentals to \$200/hour.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.I Consider Resolution No. 22-47 updating designated authorized signers for fiscal year 2021/2022

Approve Resolution No. 22-47 updating designated authorized signers for fiscal year 2021/2022

21.22 Updated Authorized Signatures - claims and transfers.doc Resolution 22-47.pdf

Moved by Chris Gallagher; seconded by Brian Moore to Approve Resolution No. 22-47 updating authorized signers for fiscal year 2021/2022.

Motion Carried: 4- 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

7.J Pool Update

Information Only.

Reesa Rice, Pool Director presented the draft website for the Honey Lake Valley Community Pool and navigated the website for the board. Mrs. Rice noted that she has been working on the Facebook page to be linked to the website and reviewed the progress.

Mrs. Rice noted that City Public Work's had been working on the sod and fence project and was anticipating that project could get wrapped up in April, but all those projects are weather permitting.

Mrs. Rice noted she is still coordinating with the contractor about the showers and as soon as weather allows the project would be started and is anticipating that project to be started in early spring.

8. BOARD MEMBER ISSUES/REPORTS:

President Schuster called a Special Meeting to occur on April 5, 2022 at 3:00 P.M.

9. ADJOURNMENT

Moved by Chris Gallagher; seconded by Brian Moore to Adjourn at 4:49 P.M.

Motion Carried: 4 - 0

Voting For: Jeff Hemphill, Brian Moore, Mendy Schuster, Chris Gallagher

Voting Against: None

The next regular meeting to be held on April 19, 2022.

Approved By:


Mendy Schuster, President

Approved On:

April 5, 2022

Submitted By:


Jolene Arredondo, HLVRA Secretary