

HONEY LAKE VALLEY RECREATION AUTHORITY HLVRA

Regular Meeting Minutes

TUESDAY, MAY 17, 2022 – 3:00 PM

Roll Call of Councilmembers Present: Mendy Schuster, Jeff Hemphill, Noelle Haller-Riggs

Absent: Brian Moore, Chris Gallagher

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

Moved by Noelle Haller-Riggs; seconded by Jeff Hemphill to approve agenda.

Motion Carried: 3 - 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

2. APPROVAL OF MINUTES:

2.A Consider approval of minutes from the April 5, 2022 Special HLVRA meeting

Motion to waive oral reading and approve minutes from the April 5th, 2022 Special HLVRA meeting

20220405_HLVRA Special Meeting Minutes.docx

Moved by Noelle Haller-Riggs; seconded by Jeff Hemphill to Approve April 5 meeting minutes.

Motion Carried: 3- 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS (if any): Any person may address the Board at this time upon any discussion during Closed Session.

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 HLVRA Financials

Receive and file

Executive Officer Bob Godman presented the Expense and Revenue Reports through May 10, 2022.

Budget Status 5-10-22.pdf

Expenditure Account Detail 5-10-22.pdf
General Ledger Summary 5-10-22.pdf
Revenue Account Detail 5-10-22.pdf
Revenue Status 5-10-22.pdf
220517 Pivot Table.pdf
20220517.HLVRA_JPA Invoice Tracking.pdf

Moved by Jeff Hemphill; seconded by Noelle Haller-Riggs to receive and file.

Motion Carried: 3- 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

7.B Consider City Reimbursement requests for the period of February 19th, 2022 through April 29th, 2022

Motion to approve City Reimbursement Requests

Public Works Director Bob Godman presented request for City reimbursements for period 02/19/22-04/29/22, fiscal impact of \$42,806.00. Included in this is a one-time retroactive pay in the amount of \$18,238.00 which covers the period of July 1, 2020 - April 1, 2022 due to labor law changes and retroactive wage changes required to come into compliance.

AR - County (65).1.pdf

AR - County (66).pdf

Moved by Jeff Hemphill; seconded by Noelle Haller-Riggs to Approve City Reimbursement Requests.

Motion Carried: 3- 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

7.C Consider City Reimbursement for Fence/Sod Project

Approve city reimbursement request

Mr. Godman presented reimbursement request for the Fence/Sod project. Reesa Rice, Pool Director further explained the breakdown of the employee labor cost for the reimbursement.

Discussion occurred about the status of the Boiler Project. Vice Chair Hemphill inquired when the Boiler quote was given. Reesa answered March 2022.

HLVRA Project Budget.pdf

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20220512_145131.jpg

AR - County (67).pdf

Moved by Jeff Hemphill; seconded by Noelle Haller-Riggs to Approve City Reimbursement Request.

Motion Carried: 3- 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

7.D Executive Officer Update
Information Only

Mr. Godman provided information regarding the HLVRA credit card, notating the request to close the current USBank Credit Card and open a Cal Card credit card through the City of Susanville. Mr. Godman further explained this transition would mean additional funding to the City's HLVRA budget that is in the City's General Fund Budget, in order to provide HLVRA with a credit card to be used by the pool manager. Mr. Hemphill inquired into why the city can not send the credit card bills to the County, Mrs. Rice and Mr. Godman explained the reasoning why that would not work, explaining accounting procedures that take place at both the city and the county.

7.E General Pool Update
Information Only

Pool Manager Reesa Rice updated the board on swim lessons sign ups, weather impact, staff training and end of year school party sign ups.

Boardmember Riggs asked who is maintaining the lawn and the new maintenance employee for the pool. Mrs. Rice explained the pool employees have been maintaining the lawn and the new maintenance position was approved by the City and the City has flown the recruitment.

President Schuster asked if the schedule had been shared with James Hall, Mrs. Rice stated it has not, but she will make sure it gets to him.

8. **BOARD MEMBER ISSUES/REPORTS:**

None

9. **ADJOURNMENT**

Moved by Mr. Hemphill; seconded by Mrs. Haller-Riggs to adjourn at 3:36PM.

Moved by Jeff Hemphill; seconded by Noelle Haller-Riggs to Adjourn.

Motion Carried: 3 - 0

Voting For: Jeff Hemphill, Mendy Schuster, Noelle Haller-Riggs

Voting Against: None

Approved By: 
Mendy Schuster, President

Approved On: June 21, 2022

Submitted By: 
Marci Rojas, HLVRA Secretary