North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, September 16, 2026

Directors Present: Jan Ross, Harvey Kelsey, Karin Grantham, Sue Cashman
Directors Absent: Patrick Swartz
Also Present: Dave Nakamura, Meaghan Paulus

The meeting was called to order at 4:34 P.M.

SUBJECT: Approval of the Agenda
MOTION: A motion and a second (Grantham / Kelsey) was made to approve the agenda.
ACTION: The motion was approved.

SUBJECT: Approval of the Minutes –
August minutes were continued

SUBJECT: Public Comment – Garrett McConnell spoke about wanting to place a food truck / coffee business at or near the pool. There was discussion about where such a business could be placed. It was noted that the fire lane would not be allowed and the pool parking lot is already severely impacted. Garrett will look into a city permit for operating on the street in front of the pool and possibly at the high school after hours.

Letter was received from Dot Campbell regarding the condition of the pool facilities. Staff was asked to let her know the HAF fund for potential facility projects exists for donations.

SUBJECT: Program and Operations Report –
There are five home school groups are booked through December. This program is expected to gross approximately 13.5k.

Overall program staffing levels are looking solid for this time of the year.

There is a potential request from the Humboldt Swim Club about again starting a water polo program. It appears that scheduling could work out on afternoons and Sundays. This rental needs some logistical work but seems promising from the pool's perspective.

SUBJECT Financial Reports–

Dave reviewed the August statements. Some areas are starting to look a little soft on the revenue side. This includes admissions, swims lessons, rentals. This needs to be monitored to see if this is an overall trend or is a seasonal anomaly. This information should be considered when next year's fees are decided. Expenses are fairly normal across the board. Supplies and similar items could see increases going forward due to inflation and the increased cost for many supplies that the pool uses.

Meaghan brought up low participation on Sundays. More research will be done on this topic and will be brought back for consideration on whether to continue the Sunday open hours.

A member of the public asked to speak. They were expecting a refund for a cancelled swim lesson session. There seems to be a glitch in processing that will be researched and resolved.

There will be an additional statement provided going forward for a number of clearing accounts. This statement was explained. A supplemental report that shows balances for Cal. Class, property tax revenue, and HAF was also highlighted and explained.

SUBJECT: 2025-26 Audit Report

The audit process is just beginning. The engagement letter was signed and returned to them. The schedule for initial information exchange was just received and will be started on soon.

SUBJECT Management Update–

Annual updates for SDRMA renewal have been submitted.

SUBJECT 2027 Fee Schedule–

Dave detailed the spreadsheet of fees that has been used in the past and updated to reflect options going into 2027. Three different percentages are used as a bracketing technique for potential increases. Each category was explained and discussed. The conversations on affordability that have taken place recently by the board was discussed. In general, it was agreed to take a path towards smaller and more targeted fee increases.

SUBJECT Allocate Cal. Class Funds to Capital Improvement

After a brief discussion it was agreed to continue this until the next meeting.

SUBJECT Sub-Committee Update–
No update was given.

SUBJECT Other Old Business–
Discussion on finding a time to do a facility walk through for board members. This will be continued to the next meeting.

SUBJECT Adjournment –

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

ACTION: The motion was approved.

The meeting was adjourned at 6:15pm

Approved By:

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Jan Ross, Board Chair Date