

**North Humboldt Recreation and Park District**  
**Board of Directors Meeting**  
Wednesday, January 21, 2026

**Directors Present:** Jan Ross, Patrick Swartz, Karin Grantham

**Directors Absent:** Harvey Kelsey, Sue Cashman

**Also Present:** Dave Nakamura, Meaghan Paulus

The meeting was called to order at 4:32 P.M.

**SUBJECT:** Approval of the Agenda

**MOTION:** A motion and a second (Swartz/Grantham) 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 December minutes.

**ACTION:** The motion was approved.

**SUBJECT:** Public Comment – There was a question and subsequent discussion regarding the insurance that the Red Cross requires for certification programs that the pool offers. This was requested last year by the Red Cross, but Dave was unable to process the request because the complete information was not forwarded from the pool staff. Dave will follow up with the Red Cross contact and pool staff as necessary.

**SUBJECT:** Program Report –

There has been a reduction in the number of new hires as we are currently “fully staffed”. Too many individual employees will result in less hours per employee which can be problematic for some employees. Efforts have been made recently to hire more experienced and consistent employees.

There was discussion regarding school groups using the slide and lap lanes before 10 am when the lap lanes are typically used. It was noted that the staff tries to limit the number of times that this happens. Scheduling schools can often be difficult due to their logistical constraints regarding field trips. This is especially challenging for schools that are farther away from Arcata such as locations south of Eureka.

Roto Rooter completed the back flow prevention valve project. There was a lot of issues with the contractor including not completing the security of the valve assembly in a timely manner, site clean-up and more. The lack of a security cage resulted in a major line failure that had to be dealt with in the middle of the night by pool staff and the city. Roto Rooter may not be used for future projects.

**SUBJECT:** Financial Report– The December statements were reviewed. This is always a benchmark statement since it is halfway through the fiscal year. Most revenue items are as expected or slightly above budget and year over year comparisons. Expenses are largely in line with expectations. Payroll expenses are almost exactly the same as last year. Since hourly wages have increased this indicates more efficient staffing levels. Utility rates are expected to be relatively flat for the next year. The exception is that water and sewer rates are expected to increase significantly over the next few years as the city is currently discussing rate increases.

The swim club is behind on their payments. To date they haven't paid the invoice that was due in October. Dave has recently added a late penalty fee onto invoices to encourage more timely payment. There was also a side conversation regarding the swim club using an additional lane that they are not authorized to use. A penalty clause was added to the current contract to discourage continuing issues.

The board approved changes in the California Class reserves have been instituted since the last meeting. There are two different funds: Prime and Enhanced Cash. The Enhanced Cash has a slightly longer time horizon on the investments with an expected higher return in the current financial environment. There was discussion on how much to keep in Enhanced Cash under the Operating Funds. It was discussed to start with \$150,000 and review levels in the future. The remainder would stay in the Prime Fund for more current cash flow. The Capital Expenditures Fund is entirely in Enhanced Cash as it has a longer time horizon.

**SUBJECT** Humboldt Area Foundation–  
Dave summarized what Humboldt Area Foundation (HAF) might be able to provide in the creation of a fundraising fund that would be dedicated for future pool use. There are two types of funds within HAF endowed and expendable. The expendable fund is the preferred pathway as it retains full control of the funds with the NHRPD Board of Directors. The main intent is to create a fund for potential philanthropic donations and to create more public awareness for the pool's future fundraising efforts.

MOTION: A motion and a second (Swartz/Grantham) was made to create an expendable fund within Humboldt Area Foundation for the district and to transfer \$10,000 for seed funding from California Class.

ACTION: The motion was approved.

SUBJECT Adjournment –

MOTION: A motion and a second was made to adjourn the meeting.

ACTION: The motion was approved.

The meeting was adjourned at 5:58 pm

Approved By:

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Jan Ross, Board Chair

Date