

MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA WEDNESDAY – AUGUST 16, 2023– 6PM CITY PARK – UPPER LODGE 1315 NIXON ROAD

1. CALL TO ORDER

2. ROLL CALL

3. CHAIR COMMENTS

4. CONSENT AGENDA APPROVAL -

- Minutes July 19, 2023 – Regular Meeting
- July Payroll #2 – Net Wages, Taxes, Other - Check register (7/21/23) – total \$13,017.73
- August Payroll #1 – Net Wages, Taxes, Other - Check register (8/11/23) – total \$12,888.91
- FY2223 Budget Transfer (dated 7/19/23) - From Contingencies to Special Department - \$10,900
- August – Vendor Disbursements – \$27,854.84

5. AUDIENCE NOT ON AGENDA - (Please Note: This time slot is for information from the public to the Board of Directors on any matter or agenda item - **NO ACTION WILL BE TAKEN** on items not on the agenda. The public may also address the Board during open discussion of any agenda item.

6. NEW BUSINESS –

District Programs - With information provided by District Administrator Shaw, the Board will discuss current District programs and potential growth of provided programming. Discussion & possible action.

Destruction of District Records / Resolution #1-2324 – A Resolution of the Mt. Shasta Recreation and Parks District Board of Directors Approving the Destruction of Special District Non-Essential Records (by title only)

Background – Staff is requesting Board approval to proceed with the destruction (shred & deletion) of non-essential, audited District records (paper and digital) pursuant to the District's seven-year record retention cycle / Requested District records to be purged from FY 12/13 - FY 15/16. – Action item

7. REPORTS

Administrative - District Administrator Shaw

- Current Operations Report

Maintenance – Maintenance Supervisor Zanni

- Current projects

Financial – Administrative Assistant Smith

- FY2324 – budget overview thru 7/31/23
- FY2324 Budget Approval – Public Hearing / August 24, 2023 – 6pm

8. FUTURE AGENDA ITEMS

9. BOARD/STAFF COMMENTS

10. ADJOURN