

# MT. SHASTA RECREATION & PARKS DISTRICT

## BOARD OF DIRECTORS SPECIAL MEETING AGENDA TUESDAY – JUNE 18, 2019 – 6:00PM MT. SHASTA CITY PARK – DANCE HALL

**Note for Public Comment** - The public will have an opportunity to comment on any agenda item or any other matter under **AUDIENCE NOT ON AGENDA** or during Board discussion of that agenda item. If a speaker requires more than 3 minutes for his or her comments, the speaker may submit additional comments in writing to the Board Clerk. Speakers may not cede their time. If you desire a written response, please provide your mailing address.

1. **CALL TO ORDER**
2. **OATH OF OFFICE – The District Administrator will administer the Oath of Office to newly appointed Boardmember Ken Brummel-Smith**
3. **ROLL CALL**
4. **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.)
5. **CLOSED SESSION – Pursuant to Brown Act Section 54957 – Personnel Matters**  
**Report Out of Closed Session (See New Business)**
6. **NEW BUSINESS –**
  - Acceptance - Letter of Retirement from District Administrator Mike Rodriguez –**  
The Board will take action to accept District Administrator Rodriguez’s letter of retirement with said retirement date effective, September 30, 2019 – Action Item
  - District Administrator Employment Agreement –** The Board will take action to approve an employment agreement with District Administrator Rodriguez for appointment from July 1, 2019- September 30, 2019 as set forth in the terms of the employment agreement with duties & responsibilities outlined in the District Administrator job description – Action Item
  - Operations Manager/Consultant – Job Description –** The Board will review for approval a newly drafted job description outlining the duties and responsibilities of Operation Manager/Consultant for the Mt. Shasta Recreation and Parks District – Action Item
  - Operations Manager/Consultant Employment Agreement –** The Board will take action to approve an employment agreement with District Administrator Mike Rodriguez to assume the duties of District Operations Manager/Consultant for appointment from October 1, 2019 – March 31, 2020 as set forth in the terms of the employment agreement with duties & responsibilities outlined in the Operations Manager/Consultant job description – Action Item
  - Re-Schedule of July Regular Board Meeting –** The Board will consider a request to re-schedule the Board of Directors July 9<sup>th</sup> regular meeting to a special meeting on July 16 – Possible Action
7. **ADJOURN**