

MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA WEDNESDAY – JULY 19, 2023– 6PM CITY PARK – UPPER LODGE 1315 NIXON ROAD

1. CALL TO ORDER

2. ROLL CALL

3. CHAIR COMMENTS

4. CONSENT AGENDA APPROVAL -

- Minutes June 1, 2023 – Special Meeting
- Minutes June 21, 2023 – Regular Meeting
- June Payroll #2 – Net Wages, Taxes, Other - Check register (6/23/23) – total \$12,862.85
- July Payroll #1 – Net Wages, Accrued Taxes, Other - Check register (7/7/23) – total \$12,924.15
- FY2223 – EDD - 2nd Qtr. SUI – \$278.41 / Accrued SUI - \$65.83 – total \$344.24
- FY2223 Accruals - Vendor Disbursements – total presented at meeting
- July – Vendor Disbursements – total presented at meeting

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. AUDIENCE ON AGENDA

Chris Rivera- Mountain Top Athletics / See New Business-Softball Tournament

Tom Hesseldenz, Hesseldenz & Associates / See Old Business – Master Plan Update

7. NEW BUSINESS –

Special Event Request- Shastice Park - The District has received a new special event request for Saturday, September 23, 2023. The one day event at Shastice Park consists of a softball tournament, cornhole tournament, amplified music and alcohol sales. Presented by Mountain Top Athletics, a local non profit organization. Chris Rivera will be in attendance to provide an event overview. Discussion & possible action

CAPRI Report Review - As part of an ongoing effort by CAPRI to assist member Districts in running safe and healthy operations, California Association for Park and Recreation Indemnity (CAPRI) Safety Analyst, Kirk Andre, conducted our Cycle XVIII CAPRI District Visit. The Board will be presented with a copy of the 2023 visitation report. Discussion only

FY 2023/2024 Fee Schedule - As per District ordinance 02.040, Administrator Shaw will present a user fee structure for review by the Board of Directors for the fiscal year. Discussion will also include insurance and additional permitting requirements for different user groups. Discussion & possible action.

Rotary Proposal / Bench Placement at Shastice Park Peace Grove – Boardmember Brummel-Smith has requested discussion concerning the Mt. Shasta Rotary Club's proposal to utilize Rotary funding for the purchase and placement of a bench(es) at the Peace Grove site at Shastice Park. Discussion & possible action

Acceptance of FY2021-2022 Financial Audit Report & Adjustments – The financial audit report, as prepared by Charles W. Pillon, C.P.A. has been received by the District. The Board has been provided the Governance Communication letter and audit adjustments submitted by Mr. Pillon. District Administrator Shaw recommends acceptance of the FY2021-2022 financial audit report and audit adjustments as presented. Action item

8. OLD BUSINESS

Master Plan Update - Tom Hesseldenz will be in attendance to present an updated document including requested edits in anticipation of releasing the document for the 30 day public review. Discussion & recommendations – Possible action.

9. REPORTS

Administrative - District Administrator Shaw

- Current Operations Report

Maintenance – Maintenance Supervisor Zanni

- Current projects

Financial – Administrative Assistant Smith

- FY2223 – budget overview thru 6/30/23

10. FUTURE AGENDA ITEMS

11. BOARD/STAFF COMMENTS

12. ADJOURN