

MOUNT SHASTA RECREATION & PARKS DISTRICT

**BOARD OF DIRECTORS
SPECIAL MEETING AGENDA
TUESDAY – JUNE 25, 2024– 6PM
CITY PARK – LOWER LODGE
1315 NIXON ROAD
(please note building location change)**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **CHAIR COMMENTS**
4. **ACKNOWLEDGEMENT OF SERVICE** – The Board and staff wish to acknowledge gratitude to District Boardmembers Ken Brummel-Smith and Jimmy Smith for their service to the District as they relinquish their seats on the Board at the conclusion of their current terms - June 30, 2024.
5. **CONSENT AGENDA APPROVAL -**
 - Minutes May 15, 2024 – Regular Meeting
 - May Payroll #2 – Net Wages, Taxes, Other - Check register (5/24/24) – \$14,214.69
 - June Payroll #1 – Net Wages, Taxes, Other – Check register (6/7/24) - \$14,213.31
 - June – Vendor Disbursements – \$28,745.19
6. **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.
7. **NEW BUSINESS –**

Special Event Proposal Review - The District has received a request to hold a festival in the Mt. Shasta City Park in August 2024. The Board will review the event request details with input provided by Shaw and Smith. Discussion and possible action.

Lower Lodge Upcoming Work- The Board will review the 2019 Lower Lodge building inspection report, and discuss current building conditions that impact facility usage. Facility walkthrough. Discussion and possible action.

City Park Tree Report- Michael Backes of Sustainable Resources Inc. conducted an inspection of trees in the City Park. The Board will receive a copy of this report for review. Discussion and possible action.

Fee Schedule for FY 2024/25- The Board will review the 2023/24 fee schedule and make recommendations for changes as deemed necessary. Discussion and action requested to approve the 2024/25 District Fee Schedule.
8. **REPORTS**

Administrative - District Administrator Shaw

 - Current Operations Report

Maintenance – Maintenance Supervisor Zanni

 - Seasonal Tasks / Projects

Financial – Administrative Assistant Smith

 - FY2324 – budget overview thru 5/31/24
9. **FUTURE AGENDA ITEMS / SCHEDULING**
10. **BOARD/STAFF COMMENTS**
11. **ADJOURN**