

MT. SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA TUESDAY –SEPTEMBER 10, 2019– 6:00PM MT. SHASTA CITY PARK – UPPER LODGE

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. ROLL CALL

3. CORRESPONDENCE

Notice of Public Hearing 9/17/19 - City of Mt. Shasta Planning Commission / Re: Freeze Mini-Storage and Car Wash Project – Ski Village Drive, Mt. Shasta - Information

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. CONSENT AGENDA - Approval

- **Minutes** – August 13, 2019 Regular Meeting
- **Minutes** – August 27, 2019 Special Meeting – Public Hearing
- **Disbursements – District FY 1920** – August payroll #2, September payroll #1, September vendor disbursements (p) – Total - \$36,446.81
- **Disbursements – Rink – FY 1920** - September vendor disbursements (p) – Total - \$857.28

6. OLD BUSINESS –

Siskyou Ice Rink / 1920 Season Planning Update – Supervisor Shaw will provide an update concerning planning preparations for the upcoming 1920 rink season. Topics to be reviewed include season schedule, pricing structure, staffing, marketing, operations. Discussion & recommendations

District Master Plan / Consultant Update – Follow-up from the September 6, 2019 special Board meeting with Tom Hesseldenz, Hesseldenz & Associates to review the Scope of Services outline submitted for the District’s Master Plan Update / Recommendation for a special meeting on Thursday, September 19 – 5pm to review & formally approve a Contract for Consulting Services with Hesseldenz & Associates – Discussion & possible action

7. NEW BUSINESS –

District Board Policies / Draft Policy Review – The Board will review content, in draft form from staff, recommended for development of a Board Meeting policy. The Draft Policy will be subject to review and recommendations by County Counsel prior to final approval. Discussion & possible action

Destruction of District Records / Resolution #2 - 1920 – 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) of non-essential, audited District records pursuant to the District’s seven-year record retention cycle / Requested District records to be purged from FY 0910-FY 1112 and Senior Nutrition Program non-essential, audited records to be purged from FY 0809-FY 1112, as approved by the CA Department of Aging – Action item

District Surplus Property - Equipment Sale – The District Administrator has determined the following vehicles are no longer needed for District services and is recommending they be listed for sale as surplus property:

- 2001 Ford E-150 Mini-Bus
- 1993 Chevy S-10 Pick-up

Discussion & possible action

**8. REPORTS -
MAINTENANCE - SUPERVISOR ZANNI**

Monthly report and equipment updates

RECREATION / SPECIAL PROJECTS - SUPERVISOR SHAW

Project Updates

Final Summer Events / Follow-up

ADMINISTRATIVE - DISTRICT ADMINISTRATOR –

- August activities report
- QuickBooks Consultation / Company File Development

FINANCIAL SUMMARY REPORT – FY 1920 YTD Budget Status – County Financial Report @8/31/19

9. BOARD / STAFF COMMENTS

10. ADJOURN