

# MOUNT SHASTA RECREATION & PARKS DISTRICT

## BOARD OF DIRECTORS SPECIAL MEETING AGENDA MONDAY – OCTOBER 18, 2021– 6PM VIA ZOOM TELE-CONFERENCE

### Join Zoom Meeting

<https://us02web.zoom.us/j/81683677299?pwd=VGpIc2k0dzk3TjhmcY96Sy9yNUtHUT09>

Meeting ID: 816 8367 7299

Passcode: 565657

One tap mobile

+16699009128

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 816 8367 7299

Passcode: 565657

#### 1. CALL TO ORDER

#### 2. ROLL CALL

#### 3. CHAIR COMMENTS

#### 4. CONSENT AGENDA

- Minutes September 1, 2021 – Special Meeting / Payroll & AP
- Minutes September 14, 2021 – Regular Meeting
- Minutes September 16, 2021 – Special Meeting / Payroll
- Resolution #3-2122 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOUNT SHASTA RECREATION AND PARKS DISTRICT PROCLAIMING A LOCAL EMERGENCY, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM'S ORDER DATED MARCH 4, 2020 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MOUNT SHASTA RECREATION AND PARKS DISTRICT FOR THE PERIOD OF OCTOBER 31, 2021 TO NOVEMBER 29, 2021 PURSUANT TO BROWN ACT PROVISIONS – by title only
- October PR 2 – Net wages, benefits - total presented at meeting  
Taxes & Other Deductions - total presented at meeting
- October Vendor Disbursements - \$22,070.89

#### 5. AUDIENCE NOT ON AGENDA

#### 6. AUDIENCE ON AGENDA

Tom Hesseldenz, Hesseldenz & Associates / See Old Business – Master Plan Update  
Nick Nova, Able Tree Service / See New Business

#### 7. OLD BUSINESS

**Master Plan Update** – Tom Hesseldenz will be in attendance to provide an overview of the project timeline, and update on the presentation of a Draft document. – Discussion & possible action.

**8. NEW BUSINESS**

**Nick Nova / Able Tree Service - Proposal** – Nick Nova will be in attendance to present a proposal to provides the District with arborist services to address hazardous trees located on District property. Presentation and possible action

**CAPRI Site Visit / Follow-up Report & Recommendations** - The District has received a follow-up from the facility & operations site visit conducted by Kirk Andre, CAPRI Safety Analyst on September 14, 2021. The report contains an evaluation of the facilities toured and administrative practices discussed, with recommendations. Possible action

**Charles E. Pillon, CPA / Audit Engagement Letter** – The District has received acknowledgment from Charles E. Pillon, CPA – Anderson, CA of his availability to provide audit services for the District's biennial audit cycle of FY1920 & FY2021. Mr. Pillon is currently providing financial audit services for numerous clients within the County and the North State. An audit schedule will be finalized upon execution of the engagement letter as presented. Possible action

**9. REPORTS**

Administrative - District Administrator Shaw

- Review of current operations report

Maintenance – Maintenance Supervisor Zanni

- Current operations and projects
- Ice Rink preparation & seasonal maintenance

Financial – Administrative Assistant Smith

- Monthly 2122 P&L Report – Ending September 30, 2021
- Request special Zoom meeting – November 1, 2021 for Consent Agenda items

**10. BOARD/STAFF COMMENTS**

**11. ADJOURN**