

MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

WEDNESDAY – NOVEMBER 15, 2023– 6PM

CITY PARK – UPPER LODGE

1315 NIXON ROAD

1. CALL TO ORDER

2. ROLL CALL

3. CHAIR COMMENTS

4. CONSENT AGENDA APPROVAL -

- Minutes October 18, 2023 – Regular Meeting
- October Payroll #2 – Net Wages, Taxes, Other - Check register (10/20/23) – \$13,573.01
- November Payroll #1 – Net Wages, Taxes, Other – Check register (11/10/23) - \$13,750.98
- November – 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- Athena Oreck- CEO of Boys & Girls Club of Greater Shasta

7. NEW BUSINESS –

Special Event Request / Shastice Park 2024 - District Administrator Shaw requests direction to move forward with the request from the Boys and Girls Club of Greater Shasta to host a car show at Shastice Park on Labor Day weekend 2024. Discussion - possible action

District Board Policies / Draft Policy Review – The Board will be provided the first review of the following District policies – to be considered for adoption at the December 2023 Board meeting:

POLICY TITLE: Asset Protection and Fraud in the Workplace POLICY NUMBER: 2105

POLICY TITLE: Budget Preparation POLICY NUMBER: 2110

POLICY TITLE: Disposal Surplus Property POLICY NUMBER: 2200

POLICY TITLE: Naming of District Parks and Facilities POLICY NUMBER: 2215

Contract for On-Call Engineering Services – The Board of Directors will review for approval the Professional Services Contract with Northgate Design, Inc. for FY23/24 on-call engineering services. Discussion – possible action

Purchase of Chairs for Lower Lodge/Dance Hall - Administrator Shaw requests approval to purchase chairs and chair racks for the Lower Lodge and Dance Hall in an amount not to exceed \$15,000.00. Discussion – possible action

Personnel and Policy Committee Report- The Personnel and Policy Committee will provide a recap of the meeting held on 11/9/23, and will make recommendations to pursue medical coverage for specific District Staff positions. Discussion - possible action.

8. REPORTS

Administrative - District Administrator Shaw

- Current Operations Report

Maintenance – Maintenance Supervisor Zanni

- Current projects

Financial – Administrative Assistant Smith

- FY2324 – budget overview thru 10/31/23

9. FUTURE AGENDA ITEMS

10. BOARD/STAFF COMMENTS

11. ADJOURN