

MT. SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING AGENDA TUESDAY –JULY 16, 2019– 6:00PM MT. SHASTA CITY PARK – DANCE HALL

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. **CHAIRMAN'S COMMENTS**
4. **CORRESPONDENCE**
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 –**
 - Tom Hesseldenz and Chuck Schlumpberger / See New Business – District Master Plan Update
 - Andrew Pellkofer / See New Business – Shastice Bike Park
7. **CONSENT AGENDA - Approval**
 - **Minutes** – June 11, 2019 Regular Meeting
 - **Minutes** – June 18, 2019 Special Meeting
 - **Minutes** – June 27, 2019 Special Meeting
 - **Disbursements – District FY 1819** - June payroll #2, accrued June vendor disbursements – Total – 17,755.62
 - **Disbursements – District FY 1920** – July payroll #1, July vendor disbursements – Total - \$21,805.46
 - **Disbursements – Rink – FY 1819** - accrued June vendor disbursements – Total – 0
 - **Disbursements – Rink – FY 1920** - July vendor disbursements – Total - \$1731.36
 - **Disbursements - Senior Nutrition** - Payroll & vendor disbursements 6/1-30/19– Total – \$16,527.80
 - **Budget Appropriation** – Transfer of funds between expenditure categories to establish a sufficient budget for final FY 1819 disbursements – Total - \$3500
8. **NEW BUSINESS –**

Shastice Bike Park Project / Update – Andrew Pellkofer will be in attendance to update the Board regarding the Mt. Shasta Mountain Bike Association's current trail project at Shastice and future plans for expansion of the proposed Bike Park as defined in the Association's 2019 Concept Plan specs.

Recommendation – The District Administrator recommends an MOU be developed between the District and the Mt. Shasta Mountain Bike Association to identify responsibilities and to establish a working partnership in support of the Association's trail & bike park development plans – Discussion & possible action

District Master Plan - RFQ Solicitation for Consulting Services /Update

The District received a single RFQ response for Master Plan Consulting Services, submitted by Tom Hesseldenz & Associates. Hesseldenz and Chuck Schlumpberger will be in attendance to present a Draft Scope of Work to outline a recommended planning & research approach towards the Master Plan Update – Discussion & possible action to approve the Scope of Work as presented by Hesseldenz & Associates

Board Action Calendar Review (Agenda Item Tabled / June 27, 2019 special meeting) – Chairman Mitrovich has prepared a Board Action Calendar to establish a timeline for progress or meeting defined District goals for FY1920 / Board review & discussion – possible action

District's Committed Fund / Possible Re-Designation of Purpose – Following discussion with the Assistant County Auditor, the District has been advised to consider a re-designation of the established committed fund to facilitate expenditures from the fund for grant research, planning, and Master Plan update expenses / Consideration for action by resolution – Discussion & possible action

9. OLD BUSINESS –

FY 1920 Budget Discussion / Follow-up Meeting – The District Administrator is recommending a Budget Committee meeting or Special Board Budget meeting as a follow-up to discussion heard during preliminary budget planning. The District's Budget Hearing for final adoption of the FY 1920 budget has been scheduled for Tuesday, August 27, 2019 – 6pm – Discussion & possible action

10. REPORTS -

MAINTENANCE - SUPERVISOR JOHN ZANNI

Monthly report and equipment updates

RECREATION / SPECIAL PROJECTS - SUPERVISOR SHANNON SHAW

Junior Giants Baseball Program

City Park & Shastice Park Activities

District Personnel Policy Handbook / Development Update

ADMINISTRATIVE - DISTRICT ADMINISTRATOR –

- June activities report
- QuickBooks Consultant / Update

FINANCIAL SUMMARY REPORT – Tabled to final close-out of FY1819 accrual period – 7/31/19

11. BOARD / STAFF COMMENTS

12. CLOSED SESSION – Pursuant to Brown Act Section 54957 – Personnel Matters

Report Out of Closed Session

13. ADJOURN