

# MT. SHASTA RECREATION & PARKS DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA TUESDAY –AUGUST 13, 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. **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. **CONSENT AGENDA - Approval**
  - **Minutes** – July 16, 2019 Special Meeting
  - **Disbursements – District FY 1819** Final accrued disbursements – Total – \$2310.65
  - **Budget Appropriation – District FY 1819** – Final transfer of funds (dated 7/24) from Capital Outlay to Special Department to establish a sufficient budget for FY 1819 disbursements – Total - \$1400.00
  - **Disbursements – District FY 1920** – July payroll #2, August payroll #1, August vendor disbursements (p) – Total - \$40,902.32
  - **Disbursements – Rink – FY 1920** - August vendor disbursements (p) – Total - \$863.98
  - **Disbursements - Senior Nutrition** - Vendor disbursements 7/1-8/13 (p) – Total – \$24,900.56
7. **OLD BUSINESS –**

**New District Administrator Employment Contract** - Chairman Mitrovich will present, for formal approval, the Employment Contract for newly hired District Administrator Shannon Shaw. Said contract effective October 1, 2019 – June 30, 2020 / Discussion – Action Item
8. **REPORTS -**

**MAINTENANCE - SUPERVISOR JOHN ZANNI**  
Monthly report and equipment updates

**RECREATION / SPECIAL PROJECTS - SUPERVISOR SHANNON SHAW**  
Project Updates  
Siskiyou Ice Rink – 1920 Season Planning  
District Web-Site – Presentation from “Streamline” – Web-Design/Technical Support - Affiliate of CSDA / Consideration for District Web-Site Design & Support Services  
Summer Concert Series – Shastice Park / Schedule Wrap-Up

**ADMINISTRATIVE - DISTRICT ADMINISTRATOR –**

  - July activities report
  - District Master Plan Update / Status
  - QuickBooks Consultation / Update
  - Final District Budget Approval – August 27 / Budget Committee – August 22

**FINANCIAL SUMMARY REPORT** – District/Rink FY1819 Close-Out (pending County updates)
9. **BOARD / STAFF COMMENTS**
10. **ADJOURN**