

MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA WEDNESDAY – JULY 20, 2022– 6PM CITY PARK – UPPER LODGE

1. CALL TO ORDER

2. **OATH OF OFFICE** - Newly appointed Boardmember John Courtney and reappointed Boardmember Heather DeArton will be administered the Oath of Office and take their seats on the Board for terms expiring, June 30, 2026.

3. ROLL CALL

4. CHAIR COMMENTS

5. **CONSENT AGENDA** - Minutes June 28, 2022 – Special Meeting
- July Payroll #1 - Net Wages, Taxes, Other – Check register (7/8/22) - total \$13,278.70
 - 2122 – Accrued Vendor Disbursements – pending
 - 2223 – July Vendor Disbursements - pending
 - 2122 – Budget Transfer – pending - From Contingencies to Special Departmental Expense

6. AUDIENCE NOT ON AGENDA

7. AUDIENCE ON AGENDA

Tom Hesseldenz, Hesseldenz & Associates / See Old Business – Master Plan Update

8. NEW BUSINESS

MOU with PacifiCorp for Easement on Shastice Park Property – (tabled June meeting) PacifiCorp has requested an easement for power poles on property owned by the Recreation and Parks District in order to replace existing poles, add one additional pole, and have ongoing access in order to maintain the proposed right of way. Recommended approval – possible action

Contract with Great Northern Services - Audit findings recommend the District change the current two year lease agreement with Great Northern Services to a single year. The recent implementation of GASB 87 (Government Accounting Standards Board) requires governmental entities to now assume complex lease accounting for multi-year lease agreements, applicable to both the Lessor and Lessee. Great Northern is aware of the GASB 87 mandates and is agreeable to the single year lease agreement with the District. District Administrator Shaw recommends approval of the Lease Agreement for fiscal year 2022/2023. Discussion - possible action

Approval of Audit Engagement Letter - The District has received an Audit Engagement letter from Charles W. Pillon, C.P.A. to continue audit services for a three-year cycle beginning with audits for FY 21/22 through FY23/24. Pillon has provided his fee for services calculation for the three-year cycle. The engagement letter will be reviewed and discussed. Recommended action to approve the Audit Engagement Letter will be under consideration. Discussion - possible action

Donation of Vehicle - District Administrator Shaw requests the Board to designate a local non-profit agency to be the recipient of the non operational 1991 Dodge Pickup, previously listed for sale as surplus equipment. Discussion possible action.

Board Committee Appointments – Chairperson Brummel-Smith will be reviewing the current roster of District Standing and Ad-Hoc Committees and will make appointments as needed.

9. OLD BUSINESS

Master Plan Update/Presentation of Completion Timeline- Tom Hesseldenz (Hesseldenz and Associates) will be in attendance to review a compilation of proposed facility improvements and additions priorities prepared for the three District parks, as previously discussed. Hesseldenz will also review a proposed timeline for consideration to facilitate the preparation of the Master Plan draft, initial Board review, circulation & local agency review, public comment period, and final Board acceptance In November. Board discussion & recommendations – Possible action

10. REPORTS

Administrative - District Administrator Shaw

- Review of current operations report
- Schedule August Public Hearing for FY22-23 Final Budget approval

Maintenance – Maintenance Supervisor Zanni

- Current projects

Financial – FY2122 Close-Out / Budget Overview

11. FUTURE AGENDA ITEMS

12. BOARD/STAFF COMMENTS

13. ADJOURN