MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS
REGULAR MEETING AGENDA
WEDNESDAY – AUGUST 17, 2022– 6PM
CITY PARK – UPPER LODGE

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CHAIR COMMENTS**

4. **CONSENT AGENDA**

   - Minutes July 20, 2022 – Regular Meeting
   - July Payroll #2 - Net Wages, Taxes, Other – Check register (7/22/22) - total <u>$13,576.70</u>
   - August Payroll #2 – Net Wages, Taxes, Other – Check register (8/5/22) – total <u>$12,933.03</u>
   - 2223 – August Vendor Disbursements – total pending

5. **AUDIENCE NOT ON AGENDA**

6. **AUDIENCE ON AGENDA**
   Tom Hesseldenz, Hesseldenz & Associates / See Old Business – Master Plan Update

7. **NEW BUSINESS**
   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 September 21, 2022 regular Board meeting.
   - POLICY TITLE: Customer Relations POLICY NUMBER: 2400
   - POLICY TITLE: Press Relations POLICY NUMBER: 2405
   - POLICY TITLE: Public Complaints POLICY NUMBER: 2410
   - POLICY TITLE: Social Media Use POLICY NUMBER: 2415
   - POLICY TITLE: Electronic Document Retention Policy POLICY NUMBER: 2430

   Contract for On-Call Engineering Services – The Board of Directors will review for approval the Professional Services Contract with Mt Shasta Engineering for FY2223 on-call engineering services. Discussion – possible action

8. **OLD BUSINESS**
   Master Plan Update/Presentation of Master Plan Draft Documents- The Board will be conducting a review of the Administrative Draft of the 2022 Master Plan Update as prepared by Tom Hesseldenz (Hesseldenz & Associates).   Board discussion & recommendations – Possible action.

9. **REPORTS**
   Administrative - District Administrator Shaw
   - Current Operations Report

   Maintenance – Maintenance Supervisor Zanni
   - Current projects

   Financial – Administrative Assistant Smith
   - FY 2122 Close Out
   - FY1920-2021 Audit Report – Audit Review Period – September Acceptance
   - Final Budget Adoption – Public Hearing – August 31, 2022, 6pm

11.   **FUTURE AGENDA ITEMS**

12.   **BOARD/STAFF COMMENTS**

13.   **ADJOURN**