

MOUNT SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA WEDNESDAY – DECEMBER 20, 2023– 6PM CITY PARK – UPPER LODGE 1315 NIXON ROAD

1. CALL TO ORDER

2. ROLL CALL

3. CHAIR COMMENTS

4. CONSENT AGENDA APPROVAL -

- Minutes November 15, 2023 – Regular Meeting
- November Payroll #2 – Net Wages, Taxes, Other - Check register (11/24/23) – \$12,763.64
- December Payroll #1 – Net Wages, Taxes, Other – Check register (12/8/23) - \$16,779.77
- December – 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. NEW BUSINESS –

Approval of Final Master Plan Update- The Board and staff have completed final review of the draft Master Plan Update document. Recommendations to Consultant Tom Hesseldenz, Hesseldenz & Associates have been submitted to facilitate additional edits and preparation of the final document for Board approval. District Administrator Shaw recommends Board approval of the District's 2023 Master Plan Update. Discussion & action.

Special Event Request – to meet venue scheduling timelines, District Administrator Shaw has given conditional approval for **“IN A LANDSCAPE: Classical Music in the Wild”** to move forward with hosting their requested event in Shastice Park on May 25, 2024. Shaw is requesting official approval from the Board of Directors. Discussion and action.

District Board Policies / Draft Policy Review - The Board will be provided the second review of the following District policies to be considered for adoption. Discussion and action.

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

7. OLD BUSINESS

District Health Insurance - Continuation of discussion surrounding health insurance options for District staff. Discussion and possible action.

8. REPORTS

Administrative - District Administrator Shaw

- Current Operations Report

Maintenance – Maintenance Supervisor Zanni

- Seasonal Tasks / Rink Operations

Financial – Administrative Assistant Smith

- FY2324 – budget overview thru 11/30/23

9. FUTURE AGENDA ITEMS

- **Board Officer Elections - January**

10. BOARD/STAFF COMMENTS

11. ADJOURN