

MT. SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING AGENDA FRIDAY – DECEMBER 13, 2019 – 9:30AM 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. **CHAIR COMMENTS**
4. **CORRESPONDENCE**
None
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, Hesseldenz & Associates – See New Business / Master Plan / Consulting Services Proposal
7. **CONSENT AGENDA - Approval**
 - **Minutes** – November 12, 2019 Regular Meeting
 - **Disbursements – District FY 1920** – November payroll #2, December payroll #1, December vendor disbursements (p) – Total - \$ pending
 - **Disbursements – Rink – FY 1920** - December vendor disbursements (p) – Total - \$ pending
 - **Approval of Pass-Thru Donation to District** – Annual \$600 donation from the Josephine Taylor Endowment Fund (SRCF) to be directed to the Thanksgiving Meal Committee
8. **NEW BUSINESS –**
Master Plan / Consulting Services Proposal – Hesseldenz & Associates – Tom Hesseldenz will be in attendance to present an updated proposal for Consulting Services to be provided for the District’s Master Plan update. Hesseldenz has taken into consideration budgetary limitations and project timelines to be addressed.

Recommendation – District Administrator Shaw is recommending acceptance of the submitted proposal and direction from the Board to move forward with contract preparation with Hesseldenz & Associates to be presented for Board review and approval at the January regular meeting – Possible action

FY 1920 BOARD ACTION CALENDAR – As recommended at the November 12 regular meeting, Shaw has prepared and updated the FY1920 Board Action Calendar & Priorities timeline, originally approved June 27, 2019, for Board review & consideration. Discussion & possible action

SORA/ GRINDURO BIKE RACE / 2020 SPECIAL EVENT – SORA (Siskiyou Outdoor Recreation Alliance) is requesting usage of Shastice Park for a large gravel/mountain bike race event scheduled for September 15-20 (set-up & usage). Park usage includes camping, music, vendors, with potentially 700 race registrants.

Recommendation – District Administrator Shaw is recommending approval to confirm facilitation of the event with SORA. Official usage contract pending further discussion with SORA, the City of Mt. Shasta, and other stakeholders – Possible action

9. REPORTS -

MAINTENANCE – Supervisor Zanni

- Monthly report and equipment updates

RECREATION / SPECIAL PROJECTS – Shaw/Rodriguez

- Project Updates / Programing / Facility Usage

ADMINISTRATIVE - DISTRICT ADMINISTRATOR –

- Monthly report
- Siskiyou Ice Rink / Season Update
- Board Vacancy / Recruitment & Appointment process

FINANCIAL REPORT –

- FY 1920 YTD Budget Status – County Financial Banner Report @11/30/19

10. BOARD / STAFF COMMENTS

**11. CLOSED SESSION – Pursuant to Brown Act Section 54957 – Personnel Matters
Job Performance Evaluation – District Administrator Shannon Shaw**

Report Out of Closed Session

12. ADJOURN