

MT. SHASTA RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS

SPECIAL MEETING AGENDA

TUESDAY – JUNE 21, 2016– 6:00PM

MT. SHASTA CITY PARK – RECREATION CENTER

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. CHAIRPERSON’S COMMENTS

3. ROLL CALL

4. CORRESPONDENCE –

Letter of Resignation / Boardmember Patrick – Boardmember Patrick has submitted her letter of resignation with the intent to step down from her seat on the Board, effective June 30, 2016.

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 – The District Administrator recommends approval of the following –

- Minutes – April 4, 2016 Special Meeting
- Minutes – April 12, 2016 Regular Meeting
- Minutes – May 24, 2016 Special Meeting

7. NEW BUSINESS –

Requested Scheduling of an Information Meeting with SCI Consulting / Topic: Tax Assessment Process

Background – Boardmember Mitrovich has requested that this item be placed on the agenda to initiate scheduling of an information meeting with SCI Consulting.

Recommended Board Action – The District Administrator respectfully recommends approval for scheduling the requested meeting once the District’s new Boardmembers have assumed their seats on the Board.

Listing of Surplus Equipment for Sale / District Vehicles -

Background – The District currently has two vehicles which have been taken out of service – 1991 Van and a 1976 Pick-up, no longer of use for District purposes.

Recommended Board Action – The District Administrator respectfully recommends approval to list these vehicles for sale as Surplus Equipment.

8. OLD BUSINESS –

Continued Review of the Proposed Revised District Park Ordinance -

Background – The District Administrator has met with the Ad-hoc Committee to continue review and incorporate suggestions for amendments to various sections of the ordinance document. Action tabled at the May 24, 2016 regular meeting.

Recommended Board Action - The District Administrator respectfully recommends approval of the identified amended sections of the current District ordinance as reviewed by County Counsel with authorization to direct the District Administrator to proceed with the customary protocol for scheduling a Public Hearing for the purpose of a First Reading to Amend District Ordinance and subsequent Board approval of the amended document at a future meeting.

Updated Report from the Recent District Planning Workshop –

Background – Chairperson Casterline will be presenting a status report as a follow-up from discussion at the April 4, 2016 Board Planning Workshop and will request a District Boardmember to join the Ad-hoc Committee as proposed at the June 1, 2016 Special Meeting

9. REPORTS -

MAINTENANCE SUPERVISOR - CURRENT PROJECTS & RECOMMENDATIONS

See attached report

RECREATION COORDINATOR - SUMMER PROGRAMMING

See attached report

DISTRICT ADMINISTRATOR –

-May Overview

-Senior Nutrition Program Services / RFP Review Panel Presentation – 6/17 /
Notification of Provider Funding by PSA2 Executive Board

10. BUDGET & FINANCE –

Monthly Financial Summary – The Board will review the District’s YTD financial summary as reconciled with the County Auditor records thru May 31, 2016.

11. BOARD / STAFF COMMENTS

Recognition of Service / Boardmember Sean Doyle – The District Board & staff will acknowledge Boardmember Doyle’s 12 years of service to the District as he leaves his seat on the District Board.

12. FUTURE AGENDA ITEMS –

Request for placement of specific item(s) for discussion or action on a future meeting agenda

14. DISBURSEMENTS

Action items:

-Approval – District/Rink FY 1516 – May Payroll #2, June Payroll #1, and May-June accounts payable disbursements (pending) –

Motion #1 District Total – presented at meeting

Motion #2 Rink Total – presented at meeting

-Approval – Senior Nutrition / Payroll & accounts payable disbursements – checking account (May 1-31, 2016)

Motion #3 / SNP Total – presented at meeting

15. ADJOURN