

DUNSMUIR RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS

MEETING AGENDA

THURSDAY – JULY 11, 2024 – 6PM

DUNSMUIR COMMUNITY BUILDING

1. **OATH OF OFFICE** – Following action by the Dunsmuir City Council on June 20, 2024, re-appointed Boardmembers Kate O’Grady, Ellen McArron, and Rami White will be administered the Oath of Office for new four-year terms ending June 30, 2028.
2. **CALL TO ORDER**
3. **ROLL CALL**
4. **AGENDA APPROVAL**
5. **CORRESPONDENCE**
6. **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.
7. **CONSENT AGENDA –**
 - Minutes – June 3, 2024 special meeting
 - Minutes – June 13, 2024 regular meeting
 - June payroll #2 – net wages & taxes - \$3,832.93
 - July payroll #1 – net wages - \$2,508.33
 - FY2324 accruals - Vendor Disbursements – \$55,714.02
 - FY2425 July – Vendor Disbursements – \$15,335.21
 - Budget Appropriations – Final budget transactions to recognize unbudgeted revenue and to establish sufficient budget categories for final FY2324 disbursements
8. **NEW BUSINESS –**

Employment Agreement / District Administrator – Pursuant to discussion at the June 13 regular meeting, the Board will take action to approve the amended employment agreement with District Administrator Michael Rodriguez to extend his employment term thru FY2425 (July 1, 2024- June 30, 2025). Discussion & action.

Acceptance of FY22-23 Financial Audit Report & Adjustments – The financial audit report, as prepared and presented by Charles W. Pillon, C.P.A. has been reviewed by the Board. The Board has also reviewed the Governance Communication letter and audit adjustments submitted by Mr. Pillon. The District Administrator recommends acceptance of the FY22-23 financial audit report and audit adjustments as presented. Action item
9. **REPORTS**

Facilities Update / City Maintenance Assistance

 - City Park / Ballfield
 - Community Building
 - Facility Janitor–new District position / Duties
 - Pool Operation – CPO Tim Pierce

Recreation

 - Lifeguard Staffing / Status
 - Pool Schedule & Programming
 - Follow-up from Alumni Softball Tournament – June 13-16
 - Farmer’s Market Update
 - 2024 “Brew Fest” – August 2-3

Administrative –

- Facility Usage Review / Scheduling Updates
- City Park Restroom – Claim close-out

10. BOARD / STAFF COMMENTS

11. ADJOURN