

# DUNSMUIR RECREATION & PARKS DISTRICT

## BOARD OF DIRECTORS SPECIAL MEETING AGENDA THURSDAY – JUNE 16, 2022 – 6PM

### DUNSMUIR COMMUNITY CENTER

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **AGENDA APPROVAL**
4. **SITE TOUR – Dunsmuir Ballfield Facility** – Ballfield Improvement Project volunteer Mike Giacomelli will conduct a tour of the Dunsmuir ballfield facility to highlight recent improvements to the field, grandstand, concession stand, and dugouts. Improvement project status will be discussed.
4. **CORRESPONDENCE**  
**Community Foundation of the North State – Response Re: Grant Application Submission to Fund Purchase of Electric Lawn Maintenance Equipment**
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 – (to speak during discussion of specific Agenda items)**
  - John & Elissa Bostick / New Owners “Sten’s Burger Strand” / Assignment of Lease (see New Business)
  - Rhian Viturino – Pool Staff - Lifeguard Certification – (see Old Business)
7. **CONSENT AGENDA –**
  - Payroll / May PR#2 - net wages & taxes – \$6748.82
  - Payroll / June PR#1 – net wages - \$3154.91
  - June Disbursements – total presented at meeting
  - Budget Transfer (dated 5/25/22) - \$5000 from Contingencies to Regular Wages
  - Budget Transfer (dated 6/16/22 – total presented at meeting from Contingencies to Regular Wages and Special Department Expense (to include funds designated for Ballfield Project)
8. **NEW BUSINESS**  
**Assignment of Lease for “Sten’s Burger Strand”** – John & Elissa Bostick, new owners of “Sten’s Burger Strand”, will be present to review and discuss with the Board the Assignment of Lease document to assume the existing five-year lease term – May 1, 2019-April 30, 2024 - for the operation of the business previously owned by Sten Strandberg. Discussion & possible action  
  
**Approval of District Preliminary Budget for FY22/23** – Staff will present the FY22/23 recommended preliminary budget for Board review and final discussion. Recommendations from the Budget Committee will be heard, pursuant to the recent Committee meeting held with the District Administrator and Smith. – Action item

Recommended Board Action - The District Administrator respectfully recommends approval of the District’s preliminary budget for FY22/23, following Board review and discussion. Final budget to be adopted before August 31, 2022.

- 9. Pool Staff - Lifeguard Certification Update /** Pool Supervisor Rhian Viturino will be providing information concerning the status of the recent lifeguard certification course and staffing updates. Discussion & possible action

**District Mission Statement** – The Board will review the updated Mission Statement as recommended by the Ad Hoc Committee. Discussion & possible action.

**10. REPORTS**

**Maintenance – Current Operations**

- Facility & parks update
- Pool system & facilities
- Community Service program

**Recreation –**

- Community Pool – 2022 Schedule / Report Rhian Viturino
- Dunsmuir “Farmer’s Market” – Relocation to City Park parking area

**Administrative –**

- 2022 “Pool Bucks” Campaign / Status
- Boardmember Term Expirations – Cutting & Newman, expiration June 30, 2022 / Notice to County / Pending Board of Supervisors Appointments – July 5, 2022
- CARPD 2022 Conference Attendance / Follow-up

**11. BOARD / STAFF COMMENTS**

**12. ADJOURN**