

DUNSMUIR RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING AGENDA THURSDAY – JULY 14, 2022 – 6PM

DUNSMUIR COMMUNITY CENTER

1. CALL TO ORDER

- 2. OATH OF OFFICE** – Following the Board of Supervisors action on July 12, 2022, Boardmember Will Newman (re-appointed) will take the Oath of Office for a new 4-year term, expiring June 30, 2026. Boardmember Steve Cutting, also re-appointed for a new 4-year term, will be absent and will be administered the Oath of Office at the August 11, 2022 regular meeting.

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. AUDIENCE ON AGENDA – (to speak during discussion of specific Agenda items)

- Mike Giacomelli, Jake Mekeel – Ballfield Improvement Project Wrap-Up (see Old Business)
- Rhian Viturino – Pool Supervisor – (see Recreation Report)

7. CONSENT AGENDA – (as amended)

- Minutes – May 12, 2022 regular meeting
- Minutes – June 16, 2022 special meeting
- Payroll / June PR#2 - net wages & taxes - \$7,660.41
- Payroll / July PR#1 – net wages - \$8094.02
- FY 2122 Accrued Disbursements – total - pending
- FY 2223 July Disbursements – total - pending
- Budget Transfer (dated 7/5/22) - \$3000 from Contingencies to Regular Wages
- Budget Transfer (dated 7/14/22 – pending from Contingencies to Regular Wages and Special Department Expense for final FY2122 tax liabilities and accounts payable
- To recognize Pool Bucks donations received from 6/11/22-7/8/22 total - pending

8. OLD BUSINESS

Dunsmuir Ballfield Project / Tournament Wrap-Up – Mike Giacomelli and Jake Mekeel will provide a final report to summarize the recently completed ballfield improvement project. A report will also be provided as a follow-up to the recent June 17-19 softball tournament & tournament planning for June 2023. Discussion & possible action

9. NEW BUSINESS

Audit Engagement Letter / Charles W. Pillon, C.P.A. – The District has received an Audit Engagement letter from Charles W. Pillon to continue audit services for a three-year cycle beginning with FY 21/22 through FY23/24. Pillon has provided his fee for services calculation for the three-year cycle. The engagement letter will be reviewed and discussed. Recommended action to approve the Audit Engagement Letter will be under consideration. Discussion & possible action

10. REPORTS

Maintenance – Current Operations

- City Park / Irrigation / Stage / Fountain
- Ballfield Updates
- Tauhindauli Park / Trail Project & Artwork
- Pool system operation

Recreation –

- Upcoming Special Community Events – Park Venues
- Dunsmuir “Farmer’s Market” – Re-location Review
- Pool Supervisor Report (Operations – Staffing – Scheduling)

Administrative –

- 2022 “Pool Bucks” Campaign / Update
- Schedule August Public Hearing for Final FY2223 Budget Adoption

11. BOARD / STAFF COMMENTS

12. ADJOURN