

**AGENDA FOR THE SPECIAL JOINT MEETING OF  
DUNSMUIR CITY COUNCIL AND THE DUNSMUIR RECREATION AND PARKS  
DISTRICT BOARD MEETING**

**August 9<sup>th</sup> , 2023**

**COMMUNITY BUILDING  
4841 DUNSMUIR AVE**

**REGULAR SESSION: 6:00 pm**

**Join Zoom Meeting: <https://us02web.zoom.us/j/84424135442>**

**Or Call: +1 669 900 6833**

**Enter Meeting ID: 844 2413 5442**

As a courtesy, please turn off cell phones and electronic devices while the meeting is in session. Thank you.

- 1. CALL TO ORDER AND FLAG SALUTE**
- 2. ROLL CALL**
- 3. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**
- 4. PUBLIC COMMENT**

Regular City Council meetings are posted on the City's website to keep City residents informed of City Council actions and deliberations that affect the community. Meetings are scheduled to be televised on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month. Meetings that take place on dates other than the 1<sup>st</sup> and 3<sup>rd</sup> Thursday will not be televised.

This time is set aside for citizens to address the City Council on matters listed on the Consent Agenda as well as other items **not** included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Council when that item is open for public comment. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time to another speaker.** Comments should be limited to matters within the jurisdiction of the City. Speaker forms are available from the City Clerk, 5915 Dunsmuir Ave, Dunsmuir, on the City's website, or on the podium. The City Council can only take action on matters that are on the Agenda, but may place matters brought to their attention at this meeting on a future Agenda for consideration. If you have documents to present to members of the City Council, please provide a minimum of seven (7) copies.

- 5. COUNCIL AND STAFF COMMENTS**
- 6. COMMITTEE REPORTS - none**
- 7. APPROVAL OF MINUTES – none**
- 8. CONSENT AGENDA: none**
- 9. PUBLIC HEARING: none**
- 10. OLD BUSINESS**

**A. Recreation and Park District Asset Analysis :** List the physical assets and facilities of the City in terms of Parks and Recreation. Define who is Responsible for each Asset, and Define what Excellence Means in terms of the Operation and Maintenance of these Facilities.

**B. Recreation and Park District - Stakeholder Engagement:** Give stakeholder Groups a Chance to Address the Council and District on items which need to be addressed and what Actions each group can take to Better Support them.

**11. NEW BUSINESS - none**

**12. FUTURE AGENDA ITEMS**

**Future Agenda Items are topics brought to the City Council for review and/or action. All dates refer to first introductions and can be altered due to time and priority levels.**

**13. ADJOURNMENT**

**Copies of this agenda were posted at City Hall, Dunsmuir City Library, and City Website 72 hrs. prior to meeting time.**

**The City of Dunsmuir does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disability or any other legally protected classes in employment or provision of services. Persons who need accommodations for a disability at a public meeting may call City Hall at (530) 235-4822 for assistance. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to accommodate participation in the meeting.**

**CERTIFICATION**

This is the official Dunsmuir City Council Agenda, created and posted in accordance with the Dunsmuir City Council Protocols.

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Wendy Perkins, Deputy City Clerk

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Date

## SWOT Analysis: The City Council and Dunsmuir Parks and Recreation District Board met July 13, 2023 to conduct a SWOT analysis of parks and recreation planning in the City.

### **Strengths:** Current positive aspects of parks and recreation in Dunsmuir

- Community is interested and supportive of parks and recreation
- Longevity of staff allows for understanding the history of the district
- Current successful events like Little League, softball, weddings, and music events
- River Access at City Park
- Strong volunteer groups
- Long lived facilities like the pool
- City Park and pool proximity to food service
- Freeway exposure and location of parks
- Dunsmuir energy to support local park initiatives
- Great at fundraising for programs and improvements
- New pool mural and train restoration to attract visitors

### **Opportunities:** Outside positive factors to achieving goals and mission

- Grants for capital improvements
- Technology for scheduling, soliciting donations, and interacting
- Property assessment and event fees revenue generation options
- Engage stakeholders to crowd source skills in the community
- Youth involvement in the summers
- Mountain view (tree trimming in City Park to improve views)
- Increased transparency and collaboration between the City and District
- New leadership on both City Council and Parks Board
- Location of the facilities and freeway exposure
- Four season programming and events
- Campgrounds for hikers and visitors
- Expand river access
- Increased visitor draw and more advertising options (Discover Siskiyou)

### **Weaknesses:** Negative aspects of parks and recreation in Dunsmuir

- No grant writers and staff for grant administration
- Limited budgets for parks and recreation
- Dunsmuir lacks a long-term plan for parks and recreation
- Reaction based instead of proactive planning
- Transparency and clarity of who is responsible for what and what are the expectations of the City and the District
- Volunteers are aging out and burning out
- Local giving fatigue. Most programs rely on the same donors every year
- Staffing shortage
- Relies heavily on volunteers instead of paid staff
- Unstable, disorganized management of parks
- Rely too much on charity
- Unclear and gaps in City/District lease

### **Threats:** Outside negative factors to achieving goals and mission

- Rising costs (inflation)
- Climate change and wildfire threat
- Illegal camping and camp fires
- Four season impact on facilities
- Tree health
- Staffing pay, benefits, and aging out
- Facilities age and deferred maintenance
- Safety around homeless encampments
- Volunteer capacity
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**CITY OF DUNSMUIR**  
**SPECIAL JOINT MEETING OF THE DUNSMUIR CITY COUNCIL AND DUNSMUIR RECREATION**  
**AND PARKS DISTRICT BOARD**  
**MINUTES**

**JULY 13TH, 2023**

**CALL TO ORDER AND FLAG SALUTE:**

Meeting was called to order @ 6 pm by Mayor Lucchesi

**ROLL CALL:**

Council members present: Deutsch, Keisler, Clarno, Bryan, Lucchesi

Recreation and Park Board Present: McArron, White, O'Grady, Newman, Admin. Rodriguez

City staff present: City Manager Rief

City staff absent: Deputy City Clerk Perkins

**SPECIAL PRESENTATIONS AND ANNOUNCEMENTS - None**

**PUBLIC COMMENT - None**

**COUNCIL AND STAFF COMMENTS - None**

**COMMITTEE REPORTS - None**

**APPROVAL OF MINUTES - None**

**CONSENT AGENDA - None**

**PUBLIC HEARINGS: NONE**

**OLD BUSINESS: None**

**NEW BUSINESS:**

**A. Review and Discuss Parks and Recreation Leases –**

Brief overview of Leases and Scope of Work Agreements for Park Maintenance

Public comment open at: 6:40 p.m.

**Mario Rubino** – Wants to know why the groups that use the park aren't here

**Alex Brendel** – Comments on scrap brush/limbs being made available to public

**B. Conduct a SWOT Analysis of Rec & Park (Strength, Weakness, Opportunities, Threats)**

**C. Discussion of the Short- and Long-Term Plans of the Parks and Recreation District**

**D. Set Date for Future Joint Meeting and Establish Agenda items to Discuss**

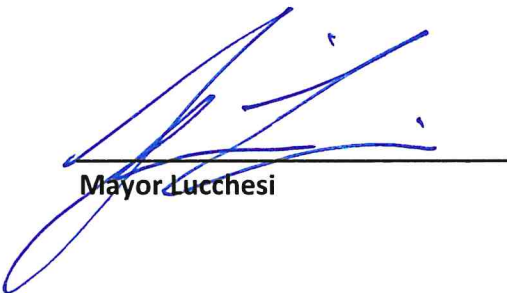
Discussion on what date to set for next joint meeting. It's decided that the next joint meeting be Wednesday August 9<sup>th</sup>.

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**ATTEST:**

  
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**Deputy City Clerk Perkins**

  
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**Mayor Lucchesi**