

DUNSMUIR RECREATION & PARKS DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA THURSDAY – AUGUST 11, 2022 – 6PM

DUNSMUIR COMMUNITY CENTER

1. CALL TO ORDER

2. ROLL CALL

3. AGENDA APPROVAL

4. CORRESPONDENCE

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)

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

7. CONSENT AGENDA –

- Minutes – July 14, 2022 regular meeting
- Payroll / FY2122 Accrued Tax Liabilities – total - \$3,562.89
- Payroll / July PR#2 - net wages & taxes – \$11,781.30
- Payroll / Aug. PR#1 – net wages - \$8,357.95
- FY 2223 August Disbursements – total - pending
- Budget Transfer Final FY2122 (7/25/22) -\$7200 from Secured Tax & Rents (unbudgeted revenue) to Regular Wages and Special Departmental Expense
- To recognize Pool Bucks donations received from 7/15/22-8/5/22 total - \$1275
- Accept Sarah Nova – “Go Fund Me” donations for pool operations - \$650

8. OLD BUSINESS

Dunsmuir Ballfield Project / Tournament Wrap-Up (tabled July meeting) – Mike Giacomelli 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

Destruction of District Records / Resolution #1- 2223 – A Resolution of the Dunsmuir Recreation and Parks District Board of Directors Approving the Destruction of Special District Non-Essential & Audited Records (by title only)

Background – The District is currently retaining a large quantity of very dated non-essential & previously audited records in both paper & digital format. Staff is requesting Board approval to proceed with the destruction (shred / deletion) of all non-essential & audited District records pursuant to a generally accepted retention cycle protocol of seven years for public records, in line with various State & Federal retention requirements. Requested non-essential & audited District records to be purged and scheduled for destruction dated up to and thru FY 1415 – Discussion & possible action

ROLL CALL VOTE

10. REPORTS

Maintenance – Current Operations

- City Park / Gardens
- Ballfield Updates
- Pool system operation

Recreation –

- Special Community Events – Park Venues
- Pool Supervisor Report (Operations, Staffing, End-of-Season Scheduling)

Administrative –

- 2022 "Pool Bucks" Campaign - Update
- City of Dunsmuir – Community Promotions - Funding Status
- District Committee Meetings – Proposed Scheduling
- Prop 68 Grant Project - Status
- Tauhindauli Park / Trail Project & Artwork - Status
- FY22-23 Final Budget Adoption - Public Hearing – August 25, 4pm

11. BOARD / STAFF COMMENTS

12. ADJOURN