



ADVISORY BOARD OF DIRECTORS  
SUNRISE RECREATION & PARK DISTRICT  
7801 AUBURN BLVD  
CITRUS HEIGHTS, CA 95610

**THURSDAY, FEBRUARY 16, 2017**

**CLOSED SESSION 6:20 PM**

Board of Directors: Shannon Brown, Rita Lingwood, Tony Makarczyk, Michelle Rivas, Mark Shahan

District Administrator Evaluation

**THURSDAY, FEBRUARY 16, 2017**

**REGULAR MEETING 7:00 PM**

Board of Directors: Shannon Brown, Rita Lingwood, Tony Makarczyk, Michelle Rivas, Mark Shahan

**SECTION 1**

**REGULAR SESSION**

The Advisory Board of Directors welcomes and encourages participation in the Board meetings. The Board of Directors may take up any Agenda item at any time, regardless of the order listed. Action may be taken on any item on the Agenda.

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED  
Letter from Knights of Columbus – Infant Mary Council No. 4964  
Email regarding Cripple Creek in the Twin Creeks Park area
7. PRESENTATION

## **SECTION 2** **PUBLIC COMMENT**

Members of the audience may address the Board on any item of interest to the public and within the Board's purview, or on any Agenda Item before or during the Board's consideration of the item. If you wish to address the Board during a meeting, please fill out a Speaker Identification Sheet and give it to the Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally, speakers are limited to three (3) minutes each with 30 minutes being allowed for all comments. Any public beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Chairperson has the discretion to lengthen or shorten the allotted times.

## **SECTION 3: CONSENT MATTERS**

The consent matters are acted upon as one unit.

1. Approval of minutes from the Advisory Board of Directors meeting for January 19, 2017.
2. Approval of 2016-17 Year to Date Financial Report.
3. Approval of billing and refund report for January 2017.
4. Approval of operations reports January 2017. [Operations Report](#)
5. Authorize the District Administrator to enter into a four year agreement with SCI Consulting Group to provide professional consulting, engineer of work and levy administration services related to the Park Maintenance and Recreation Improvement District (Antelope). [Staff Report](#) [SCI Contract](#)
6. Authorize the District Administrator to delete vehicle, equipment and miscellaneous items listed on the attachment from District inventory. [Staff Report](#) [Deleted Items](#)

## **SECTION 4: ADMINISTRATION BUSINESS**

7. Presentation by Parks on permanent irrigation reduction and changes to East Area Parks (Citrus Heights) – Review and Comment
8. By motion, approve the Sunrise Recreation and Park District 2017-18 Preliminary Budgets for 338A, 338B and 338F and forward to the Board of Supervisors for final adoption. [Staff Report](#) [FY 17-18 Preliminary 338A Budget](#) [FY 17-18 Preliminary 338B Budget](#)  
Public Hearing 7:20 pm [FY 17-18 Preliminary 338F Budget](#) [17-18 Salary Policy](#)
9. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2017-18 as outlined in Exhibit A. Also by motion, authorize the District Administrator to initiate Request for Proposals (RFP's) as required or necessary following District Policy and the Uniform Public Construction Cost Accounting Act (UPCCAA) to begin Capital Improvement Projects outlined in Exhibit A. [Staff Report](#) [17-18 CIP](#)

10. By motion, authorize the District Administrator to award the bid and execute a contract with Sacramento Regional Conservation Corps the overall lowest responsive bidder for the Rushmore Jeannine Park Improvements.

[Staff Report](#)

[Draft Contract](#)

### **SECTION 5: ITEMS FROM THE ADVISORY BOARD**

The next subcommittee meetings are scheduled for March 2017 as follows:

Personnel and Programing

Thursday, March 2, 2017 – 6:00 pm  
Rita Lingwood/Shannon Brown

Park Development and Finance

Thursday, March 2, 2017 – 5:00 pm  
Tony Makarczyk/Mark Shahan

### **SECTION 7: ADJOURNMENT**

The Agenda for this meeting of the Advisory Board of Directors for the Sunrise Recreation and Park District was posted in the following listed sites before the close of business at 5:00 pm on the Friday preceding the meeting.

1. Sunrise Recreation and Park District, 7801 Auburn Blvd, Citrus Heights, CA
2. Foothill Community Center, 5510 Diablo Drive, Sacramento, CA
3. Crosswoods Community Center, 6742 Auburn Blvd., Sacramento, CA
4. City of Citrus Heights, 6237 Fountain Square Drive, Citrus Heights
5. District Website ([www.sunriseparks.com](http://www.sunriseparks.com))
6. North Highlands-Antelope Library

