



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

**THURSDAY, MARCH 16, 2023**

**REGULAR MEETING 5:00 PM**

Board of Directors: Jay Evans, David Huber, Mark Shahan, Tim Virga, Vacant

**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  
None
7. PRESENTATION  
Sunrise Pickleball Club Donation to the Gene Ahner Youth Scholarship Fund

**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 two (2) 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 February 16, 2023.  
[Board Minutes](#)
2. Approval of 2022-23 February Financial Reports.

3. Approval of billing and refund report for February 2023.

4. Approval of Operation Report for February 2023.

[Operations Report – FEB 2023](#)

5. Approve Resolution No. 23-002, authorizing the District Administrator, or his/her designee, to execute a Sales and Purchase Agreement of Real Property, an Easement for installing a cinder block wall between the park and the freeway in Walerga Park and to do and perform everything necessary to carry out the purpose of the resolution.

[Easement Staff Report](#)

[RES NO 23-002](#)

[Easement Document](#)

[Sales and Purchase Agreement](#)

[Maintenance MOU](#)

## **SECTION 4: ADMINISTRATION BUSINESS**

1. By motion, approve the transfer of surplus property in Fair Oaks, Ca. to the Fair Oaks Recreation and Park District.

[Property Transfer Staff Report](#)

[Letter of Request](#)

[Record of Survey](#)

[Grant Deed](#)

[Image of Parcel](#)

2. By motion, provide direction to staff to balance the budgets and approve the Sunrise Recreation and Park District's FY 2023-2024 Recommended Budgets for 338A, 338B, 338D, 338E and 338F and forward to the Board of Supervisors for final adoption. Public Hearing – 5:20 pm.

[District Budget Report](#)

[338A](#)

[338B](#)

[338D](#)

[338E](#)

[338F](#)

[2023-2024 Salary Policy](#)

3. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2023-2024 as outlined in Exhibit A. Also, by motion, authorize the District Administrator to initiate Request for Proposals (RFP's) and Request for Qualifications (RFQ'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.

[District CIP Plan Report](#)

[2023-2024 CIP Program](#)

4. By Motion, award the lowest responsible bidder to Helix Environmental for the Cook Amphitheater RFQ.

[Cook Amphitheater RFQ Report](#)

[Helix Proposal](#)

[Contract with Mr. Cook](#)

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

1. The next subcommittee meetings are scheduled for April 2023 as follows:

Park Development and Finance

Jay Evans

April TBD

Personnel and Programing

Mark Shahan/Tim Virga

April TBD

2. District Administrator recruitment update
3. Upcoming Special Events  
March 29 – April 2 – Wall That Heals – Rusch Community Park  
May 19 – May 21 – Pickleball Tournament – Rusch Community Park

## **SECTION 6: 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, CA
5. District Website ([www.sunriseparks.com](http://www.sunriseparks.com))
6. North Highlands-Antelope Library