



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

THURSDAY, JANUARY 18, 2018

CLOSED SESSION 6:30 PM

District Administrators Annual Evaluation

THURSDAY, JANUARY 18, 2018

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
Antelope High School Band
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
Letter from Carol Alexander [C Alexander Letter](#)
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 November 16, 2017.
2. Approval of minutes from the Advisory Board of Directors meeting for December 18, 2017.
3. Approval of 2017-18 November Financial Report.
4. Approval of 2017-18 December Financial Report.
5. Approval of billing and refund report for November 2017.
6. Approval of billing and refund report for December 2017.
7. Approval of Operation Report for November/December 2017. [Operations Report](#)
8. Authorize staff to delete a Toro 60" ride on mower and a Post Hole digger from District inventory. [Staff Report](#)
9. Approve Resolution No. 18-001 to further support the purchase and sale terms of the home and land located at 7429 Antelope Road and forward to the Board of Supervisors for final approval. [Staff Report](#) [Resolution No. 18-001](#)

SECTION 4: ADMINISTRATION BUSINESS

10. Information item regarding Mid-Year 2017-18 Fiscal Report. [Staff Report](#)
11. By motion, authorize the District Administrator to execute a contract with Network Design Associates, Inc. Information Technology services in the amount of \$24,432. [Staff Report](#) [Proposal](#)
12. By motion, accept the proposed job classifications of Parks Facilities Maintenance Manager, Senior Park Facilities Maintenance Technician, and Park Facilities Maintenance Technician and the proposed salary ranges to the Parks Series Job Classifications. [Staff Report](#) [Park Facilities Maintenance Manager](#)
[Senior Park Facilities Maintenance Technician](#) [Park Facilities Maintenance Technician](#)
[Proposed Salaries](#)

SECTION 5: ITEMS FROM THE ADVISORY BOARD

The next subcommittee meetings are scheduled for February 2018 as follows:

Personnel and Programing

Thursday, February 1, 2018 – 6:15 pm

Rita Lingwood/Shannon Brown

Park Development and Finance

Thursday, February 1, 2018 – 5:00 pm

Tony Makarczyk, Michelle Rivas

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
5. District Website (www.sunriseparks.com)
6. North Highlands-Antelope Library