



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

**WEDNESDAY, August 2, 2023**

**REGULAR MEETING 5:00 PM**

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

### **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  
NONE

### **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 July 20, 2023.

[Board Minutes](#)

2. Approval of 2022-23 Year End Financial Reports
3. Approval of Billing and Refund reports for Fiscal Year End 2022-2023

#### **SECTION 4: ADMINISTRATION BUSINESS**

1. By motion, authorize the Interim District Administrator to sign a Lease Agreement for Concessionaire Services to allow Revive Bistro, represented by Christina Jackson, to operate the Snack Bar located adjacent to the Rusch Pickleball Courts at Rusch Community Center.

[Revive Bistro Staff Report](#)

[Revive Bistro Contract](#)

2. By motion, approve the Sunrise Recreation and Park District Fiscal Year 2023-2024 Adopted Budgets for 338A, 338B, 338D, 338E and 338F and forward to the County of Sacramento Board of Supervisors for final adoption.  
Public Hearing 5:10 pm

[FY 23/24 Budget Staff Report](#)

[Adopted 338A](#)

[Adopted 338B](#)

[Adopted 338D](#)

[Adopted 338E](#)

[Adopted 338F](#)

[Salary Policy](#)

3. By motion, approve the District's Final Capital Improvement Projects (CIP) for Fiscal Year 2023-2024 as outlined in Exhibit A. Also, by motion, authorize the Interim 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.

[CIP Plan Staff Report](#)

[FY 23/24 CIP Program](#)

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

1. Next Special Advisory Board of Directors Meeting: August 8, 2023 at 2:30pm
2. Next Regular Advisory Board of Directors Meeting: September 21, 2023

3. The September subcommittee meetings are:

Park Development and Finance

Jay Evans/Tim Virga  
September 7, 2023

Personnel and Programing

Mark Shahan/Susanne Uhl  
September 7, 2023

4. Upcoming Special Events

|   |           |
|---|-----------|
| Friday Night Free Swim Antelope Pool      | August 4  |
| Hot August Movie Night                    | August 12 |
| Sunday Funday                             | Sept. 24  |
| Howl-O-Ween Parade/Festival               | Oct. 21   |
| 9 <sup>th</sup> Annual Arts & Crafts Fair | Nov. 4    |
| Capitol Pops Holiday Concert              | Dec. 9    |

## **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