



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

<https://us06web.zoom.us/j/83175390871?pwd=NVE0eHY1WkU0dU5KeTIRZ21TVnN4UT09>

Meeting ID: 831 7539 0871
Passcode: 043772

If you are interested in speaking with the Board at the meeting, please send an email to sunrise@sunriseparks.com informing the Board Clerk of this. On the day of the meeting please use the Chat function in ZOOM to request to speak to the Board. In both cases, please note which Agenda Item number you would like to speak on, or speaking during Public Comment.

THURSDAY, SEPTEMBER 16, 2021

REGULAR MEETING 5:00 PM

Board of Directors: Shannon Brown, David Huber, James Evans III, 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
Introduction of New Advisory Board Member – James Evans III
Recognition of departing Advisory Board Member – Rita Lingwood
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
Letter from Citrus Heights Area 7 [Letter](#)
7. PRESENTATION
Recreation – Summer Camp Programs

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 August 3, 2021

[Board Minutes](#)

2. Approval of 2021-22 July/August Financial Report
3. Approval of billing and refund report for July/August 2021.
4. Approval of Operations Report for July/August 2021

[Operations Report](#)

[Staff Report](#)

5. Approval for Deletion of certain equipment from District Inventory
6. Approval of Resolution No. 21-012, authorizing the District Administrator, or his/her designee, to execute a sales and Purchase Agreement of Real Property, an Easement for underground electrical transmission lines and relocate existing above ground electrical boxes and to do and perform everything necessary to carry out the purpose of the resolution.

[Staff Report](#)

[Resolution No. 21-012](#)

[Easement Document](#)

[Sales and Purchase Agreement](#)

7. Approval of Resolution No. 21-011 approving the District Administrator to designate signature authority to the Finance Manager for the Leasing of district Facilities and Equipment relating to the Caterpillar lease.

[Staff Report](#)

[Resolution No. 21-011](#)

[Lease](#)

8. Approval of Resolution No. 21-013, authorizing the District Administrator, or his/her designee, to execute an Easement Conveyance Agreement, an Easement for Recreational Multi-Use Trail and to do and perform everything necessary to carry out the purpose of the resolution.

[Staff Report](#)

[Resolution No. 21-013](#)

[Easement Document](#)

[Easement Conveyance Agreement](#)

[Aerial Map of Parks](#)

SECTION 4: ADMINISTRATION BUSINESS

9. By motion, accept the total salary survey as complete and final and direct the District Administrator to conduct all staff recommendations in the report.

[Staff Report](#)

[Salary Study](#)

10. By motion, authorize the District Administrator to award the bid and execute the contract with GameTime, A Playcore company the lowest responsible bidder for the Playground Replacement at the Tempo Park Playground Area.

[Staff Report](#)

[Playground Rendering](#)

[Quote](#)

[Final Poll Results](#)

SECTION 5: ITEMS FROM THE ADVISORY BOARD

The next subcommittee meetings are scheduled for October 2021 as follows:

Personnel and Programing

Shannon Brown/David Huber
TBD

Park Development and Finance

Michelle Rivas
TBD

2021 Special Events/Activities

October 16, 2021	Howl O'Ween Parade and Harvest Festival	Rusch Park
November 6, 2021	Arts and Crafts Fair	Rusch Park
December 12, 2021	Brunch with Santa	Rusch 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
5. District Website (www.sunriseparks.com)
6. North Highlands-Antelope Library