



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

Action Summary

This meeting summary is intended to update the public regarding the actions of the board of directors at their November 16, 2017 scheduled meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the November 16, 2017 meeting minutes will be approved by the board of directors on December 21, 2017. If you have any questions please contact us at (916) 725-1585.

THURSDAY NOVEMBER 16, 2017 REGULAR MEETING 7:00 PM

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

SECTION 1

REGULAR SESSION

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA

Board Action: Makarczyk, Lingwood

Ayes: Brown, Lingwood, Makarczyk, Rivas, Shahan

Noes: 0

Absent: 0

6. COMMUNICATIONS RECEIVED AND FILED
Letter Regarding Cabana Park Grant
American Legion Post 637 – Certificate of Appreciation
7. PRESENTATION
Tree Planting

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.

Marrisa Davis – Center High School

SECTION 3 **CONSENT MATTERS**

The consent matters are acted upon as one unit.

1. Approval of minutes from the Advisory Board of Directors for October 19, 2017. [Minutes](#)
2. Approval of 2017-2018 October Financial Reports.
3. Approval of billing and refund report for October 2017.
4. Approval of Operation Report for October 2017. [Operations Report](#)
5. Authorize the District Administrator to approve a facility use permit with Phantom Fireworks. [Staff Report](#)

Board Action: Makarczyk, Rias

Ayes: Brown, Lingwood, Makarczyk, Rivas, Shahan

Noes: 0

Absent: 0

SECTION 4 **ADMINISTRATION BUSINESS**

6. By motion, approve the Sunrise Recreation and Park District Master Fee Schedule. [Staff Report](#) [2018 Master Fees](#)

Adjusted Motion: By motion, approve the Sunrise Recreation and Park District Master Fee Schedule with the exclusion of the 2018 Family Pool Passes.

Board Action: Makarczyk, Brown

Ayes: Brown, Lingwood, Makarczyk, Rivas, Shahan

Noes: 0

Absent: 0

7. By motion, increase internal bidding dollar amount range requirements for construction related projects to \$20,000 or less no formal bid, \$40,000 or less requires 3 informal bids, and over \$40,000 requires formal bidding.

[Staff Report](#)

Board Action: Brown, Lingwood

Ayes: Brown, Lingwood, Makarczyk, Rivas, Shahan

Noes: 0

Absent: 0

SECTION 5 **ITEMS FROM THE ADVISORY BOARD**

Subcommittees for December 2017 were reviewed.

Date for the December 2017 Advisory Board of Directors Meeting is changed to Monday, December 18, 2017 at 6:30 pm

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