



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

### **Action Summary**

This meeting summary is intended to update the public regarding the actions of the Advisory Board of Directors at their June 15, 2023 meeting. The official meeting minutes are typically approved by the Advisory Board of Directors the following month. For example, the June 15, 2023 meeting minutes will be approved by the Advisory Board of Directors at the scheduled July meeting. If you have any questions, please contact us at (916) 725-1585.

**THURSDAY, JUNE 15, 2023**

**CLOSED SESSION 5:00 PM**

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

- A. Personnel Matter (Gov. Code § 54957)
  - Public Employee Discussion
  - Position Title: District Administrator

**THURSDAY, JUNE 15, 2023**

**REGULAR MEETING 5:30 PM**

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

### **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 – 5:34 p.m.
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
  - a. E-mail received from Susan Caul regarding tree at Westwood Park

[Susan Caul Email](#)

- b. Kiwanis of Citrus Heights Donation of \$1,500

[Kiwanis Donation](#)

7. PRESENTATION  
a. Recognition of Shaun Brandon Lee

**Board Action:** Virga, Shahan  
**Ayes:** Evans, Huber, Shahan, Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

## **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 May 18, 2023.

[Board Minutes](#)

2. Approval of 2022-23 May Financial Reports.  
3. Approval of billing and refund report for May 2023.  
4. Approval of Operation Report for May 2023.

[Operations Report- MAY 2023](#)

**Board Action:** Virga, Evans  
**Ayes:** Evans, Huber, Shahan, Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

## SECTION 4: ADMINISTRATION BUSINESS

Public Hearing 6:16 p.m. – 6:44 p.m.

1. By modified motion by Director Virga and seconded by Director Uhl postponed the vote to approve Resolution No. 23-005 until questions could be addressed in a memo to the board and a new public hearing could be scheduled for the July 20, 2023 Advisory Board of Directors meeting.

[Res 23-005 Staff Report](#)

[Resolution No. 23.005](#)

[Engineer's Report](#)

**Board Action:** Virga, Uhl  
**Ayes:** Evans, Huber, Shahan, Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

2. Fiscal Year 2022-23 Capital Improvement Projects Update – Oral Report
3. By motion, approve Resolution No. 23-006 approving a transfer of \$28,017.98 from the Parkland Dedication Fee Trust Fund (In-Lieu) 088G to the general Fund 338A Revenue Account 9696 for costs associated with various park projects listed on the attached FY 2022-23 Trust Fund Transfers.

[Trust Fund Transfers Staff Report](#)

[Transfers Report](#)

[Resolution No. 23.006](#)

**Board Action:** Virga, Uhl  
**Ayes:** Evans, Huber, Shahan, Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

4. By motion, defer the election of the 2023-2024 Chair and Vice Chair of the Sunrise Recreation and Park District Advisory Board of Officers until the District Administrator Recruitment process is complete.

**Board Action:** Virga, Shahan  
**Ayes:** Evans, Huber, Shahan, Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

5. District Administrator recruitment update – Oral Report Board Chair

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

1. Next Regular Advisory Board of Directors Meeting: July 20, 2023
2. The July subcommittee meetings are:

Park Development and Finance  
Jay Evans/Tim Virga  
TBD

Personnel and Programing  
Mark Shahan/Susanne Uhl  
TBD

3. Upcoming Special Events

Adult Paint & Sip Night	June 16
Friday Night Free Swim Antelope Pool	June 23
Friday Night Free Swim Antelope Pool	July 7
Friday Night Free Swim Antelope Pool	July 21
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