



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 March 15, 2018 scheduled meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the March 15, 2018 meeting minutes will be approved by the board of directors on April 19, 2018. If you have any questions please contact us at (916) 725-1585.

**THURSDAY**                      **MARCH 15, 2018**                      **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: Brown, Lingwood**

**Ayes: Brown, Lingwood, Rivas, Shahan**

**Noes: 0**

**Absent: Makarczyk**

6. COMMUNICATIONS RECEIVED AND FILED

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 for February 15, 2018. [Board Minutes](#)
2. Approval of 2017-2018 February Financial Report.
3. Approval of billing and refund report for February 2018.
4. Approval of Operation Report for February 2018. [Operations Report](#)
5. Authorize the District Administrator to execute and sign the second year Agreement with JJACPA, Inc. for Audit Services.

[Staff Report](#)

[Contract](#)

**Board Action: Rivas, Lingwood**

**Ayes: Brown, Lingwood, Rivas, Shahan**

**Noes: 0**

**Absent: Makarczyk**

**SECTION 4** **ADMINISTRATION BUSINESS**

6. By motion, approve District staff to solicit Request for Qualifications (RFQ) for a concessionaire to operate the Foothill Golf Course.

[Staff Report](#)

**Board Action: Rivas, Brown**

**Ayes: Brown, Lingwood, Rivas, Shahan**

**Noes: 0**

**Absent: Makarczyk**

7. By motion, approve the Sunrise Recreation and Park District 2018-19 Budgets for 338A, 338B, and 338F and forward to the Board of Supervisors for final adoption.  
Public Hearing – Open 7:58 pm  
Public Hearing – Close 7:59 pm

[Staff Report](#)

[18/19 Budget 338A](#)

[18/19 Budget 338B](#)

[18/19 Budget 338F](#)

[Salary Policy](#)

**Board Action: Lingwood, Brown**

**Ayes: Brown, Lingwood, Rivas, Shahan**

**Noes: 0**

**Absent: Makarczyk**

8. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2018-19 as outlined in Exhibit A. Also by motion, authorize the District Administrator to initiate request for Proposals (RFP's) as required or necessary following the District Policy and the Uniform Public Construction Cost Accounting Act (UPCCAA) to begin Capital Improvement Projects outlined in Exhibit A.

[Staff Report](#)

[18/19 CIP](#)

**Board Action: Brown, Lingwood**  
**Ayes: Brown, Lingwood, Rivas, Shahan**  
**Noes: 0**  
**Absent: Makarczyk**

9. By motion, authorize the expenditure of \$5,499.39 for Pool Filter work to be completed at Rusch Community Pool.

[Staff Report](#)

[Lincoln Aquatics Bid](#)

**Board Action: Brown, Rivas**  
**Ayes: Brown, Lingwood, Rivas, Shahan**  
**Noes: 0**  
**Absent: Makarczyk**

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

Subcommittees for April 2018 were reviewed.

## **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](http://www.sunriseparks.com))
6. North Highlands-Antelope Library