



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 August 2, 2023 meeting. The official meeting minutes are typically approved by the Advisory Board of Directors the following month. For example, the August 2, 2023 meeting minutes will be approved by the Advisory Board of Directors at the scheduled September meeting. If you have any questions, please contact us at (916) 725-1585.

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 – 5:20 p.m.
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
NONE
7. PRESENTATION
NONE

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 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

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

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](#)

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

Public Hearing 5:28 p.m. – 8:14 p.m.

- 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.

FY 23/24 Budget Staff Report	Adopted 338A	Adopted 338B	Adopted 338D	Adopted 338E
Adopted 338F	Salary Policy			

Amended Motion: By motion, approved 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 with a midyear budget review to take place in January on all categories.

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

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

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 th 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)
6. North Highlands-Antelope Library