



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 Advisory Board of Directors at their January 19, 2023, meeting. The official meeting minutes are typically approved by the Advisory Board of Directors the following month. For example, the January 19, 2023, meeting minutes will be approved by the Advisory Board of Directors at the scheduled February meeting. If you have any questions, please contact us at (916) 725-1585.

**THURSDAY, JANUARY 19, 2023**

**REGULAR MEETING 5:30 PM**

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

### **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
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED  
Parks Staff Compliment email regarding Stock Ranch

[Stock Ranch Thank You Email](#)

7. PRESENTATION  
Introduction of Tori Thorpe – Senior Account Clerk

**Board Action:** Shahan, Virga  
**Ayes:** Evans, Huber, Shahan, Virga  
**Noes:** 0  
**Absent:** 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 November 17, 2022.

[Board Minutes](#)

2. Approval of 2022-23 November and December Financial Reports.
3. Approval of billing and refund report for November and December 2022.

4. Approval of Operation Report for December 2022.

[Operations Report – Dec 2022 / Jan 2023](#)

5. 2023 District Master Fees Report Back

[District Master Fee Program](#)

[Youth-Adult](#)

[After the Bell](#)

[Day Care](#)

[Aquatics](#)

[Aquatic Rentals](#)

[Field Rentals](#)

[Rentals-Events](#)

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

6. By motion, approve Memorandum of Understanding between the Center School District and Sunrise Recreation and Park District allowing SRPD to operate an afterschool program on the Oak Hill Elementary school campus to satisfy the Extended Learning Opportunities Program and authorize the District Administrator to sign all necessary documents.

[ATB Staff Report](#)

[ATB Draft Memorandum](#)

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

#### **SECTION 4: ADMINISTRATION BUSINESS**

1. Additional Board Member – Oral Report
2. Land donation proposal - Oral Presentation

[Land Donation Letter](#)

3. Fiscal Year 2022-2023 Mid-Year Financial Report.

[Mid-Year Financial Staff Report](#)

4. By Motion, authorize new implementation dates for Part Time District Employees pay raises. – Report Back

[Part Time Pay Staff Report](#)

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

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

The next subcommittee meetings are scheduled for February 2023 as follows:

Park Development and Finance  
Jay Evans  
February TBD

Personnel and Programing  
Mark Shahan/Tim Virga  
February TBD

**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

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