



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 January 18, 2018 scheduled meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the January 18, 2018 meeting minutes will be approved by the board of directors on February 15, 2018. If you have any questions please contact us at (916) 725-1585.

**THURSDAY      JANUARY 18, 2018      CLOSED SESSION 6:30 PM**

District Administrators Annual Evaluation

**THURSDAY      JANUARY 18, 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  
Antelope High School Band Members
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA

**Board Action: Lingwood, Rivas**

**Ayes: Lingwood, Rivas, Shahan**

**Noes: 0**

**Absent: Brown, Makarczyk**

6. COMMUNICATIONS RECEIVED AND FILED  
Letter from Carol Alexander
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.

Members from Antelope High School Band

**SECTION 3** **CONSENT MATTERS**

The consent matters are acted upon as one unit.

1. Approval of minutes from the Advisory Board of Directors for November 16, 2017. [November 2017 Minutes](#)
2. Approval of minutes from the Advisory Board of Directors for December 18, 2017. [December 2017 Minutes](#)
3. Approval of 2017-2018 November Financial Reports.
4. Approval of 2017-2018 December Financial Reports.
5. Approval of billing and refund report for November 2017.
6. Approval of billing and refund report for December 2017.
7. Approval of Operation Report for November/December 2017. [Operations Report](#)
8. Authorize staff to delete a Toro 60" ride on mower and a Post Hole digger from District Inventory. [Staff Report](#)
9. Approve Resolution No. 18-001 to further support the purchase and sale terms of the home and land located at 7429 Antelope Road and forward to the Board of Supervisors for final approval.  
[Staff Report](#) [Resolution No. 18-001](#) [Legal Description](#)

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

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

10. Information item regarding Mid-Year 2017-18 Fiscal Report.

[Staff Report](#)

11. By motion, authorize the District Administrator to execute a contract with Network Design Associates, Inc. for Information Technology services in the amount of \$24,432.

[Staff Report](#)

[Proposal](#)

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

12. By motion, accept the proposed job classifications of Parks Facilities Maintenance Manager, Senior Park Facilities Maintenance Technician, and Park Facilities Maintenance Technician and the proposed salary ranges to the Park Series Job Classifications.

[Staff Report](#)

[Park Facilities Maintenance Manager](#)

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

[Senior Park Facilities Maintenance Technician](#)

[Park Facilities Maintenance Technician](#)

[Proposed Salaries](#)

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

Subcommittees for February 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