



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

MEETING CONDUCTED VIA ZOOM

<https://zoom.us/j/96876971685?pwd=Z0JSQlduanZlUzJjVW5XS0V4c29ldz09>

Meeting ID

968 7697 1685

Meeting Password

199835

THURSDAY, MARCH 18, 2021

REGULAR MEETING 5:00 PM

Board of Directors: Shannon Brown, David Huber, Rita Lingwood, Michelle Rivas, Mark Shahan

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
7. PRESENTATION
Foothill Community Center Operations

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 meeting for February 18, 2021. [Board Minutes](#)
2. Approval of 2020-2021 February Financial Report.
3. Approval of billing and refund report for February 2021.
4. Approval of Resolution No. 21-004 retaining the services of SCI Consulting Group to prepare the Engineer's Report for the Park Maintenance and Recreation Improvement District as the first step in a three-step process in levying annual assessments for fiscal year 2021-2022. [Staff Report](#) [Resolution No. 21-004](#)

SECTION 4: ADMINISTRATION BUSINESS

5. By motion, provide direction to staff to balance the budgets and approve the Sunrise Recreation and Park District 2021-2022 Recommended Budgets for 338A, 338B, 338D and 338F and forward to the Board of Supervisors for final adoption. Public Hearing – 5:20 pm [Staff Report](#) [338A](#) [338B](#) [338D](#) [338F](#)
[2021-2022 Salary Policy](#)
6. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2021-2022 as outlined in Exhibit A. Also, by motion, authorize the District Administrator to initiate Request for Proposals (RFP'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. [Staff Report](#) [Exhibit A](#)
7. COVID-19 Discussion
8. By motion, approve the District Administrator's Three Year (3) Contract and forward to the Board of Supervisors for final approval. [Staff Report](#) [Draft Contract](#)
9. Recognition of Park and Facilities Superintendent at his retirement. Noe Villa – 31 years

SECTION 5: ITEMS FROM THE ADVISORY BOARD

The next subcommittee meetings are scheduled for April 2021 as follows:

Personnel and Programing

Shannon Brown/David Huber

April 1, 2021

Park Development and Finance

Rita Lingwood/Michelle Rivas

April 1, 2021

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)
6. North Highlands-Antelope Library