



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 August 4, 2016 special scheduled meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the August 4, 2016 meeting minutes will be approved by the board of directors on September 15, 2016. If you have any questions please contact us at 725-1585.

**THURSDAY                      AUGUST 4, 2016                      SPECIAL 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: Shahan/Lingwood**

**Ayes: Lingwood, Makarczyk, Rivas, Shahan**

**Noes: 0**

**Absent: Brown**

6. COMMUNICATIONS RECEIVED AND FILED  
Email regarding park maintenance staff person Curt Schoonover  
Letter regarding irrigation at Shadow Creek Park
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 July 21, 2016. [Board Minutes](#)
2. Approval of 2015-16 Year End Financial Report.
3. Approval of billing and refund report for June 2016.
4. Approval of the July 2016 park operations report. [Operations Report](#)
5. Authorize the District Administrator to execute a contract with Liebert Cassidy Whitmore for the Gold Country Consortium. [Staff Report](#) [Contract](#)

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

### SECTION 4 ADMINISTRATION BUSINESS

6. By motion, award the five year auditing contract and authorize the District Administrator to sign the first year contract with JJACPA Inc.

[Staff Report](#)

[Draft Contract](#)

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

7. By motion, approve the Sunrise Recreation and Park District Fiscal Year 2016/17 Final Budgets 338A, 338B, and 338F and forward to the County of Sacramento Board of Supervisors for final approval.

Public Hearing Open: 7:15 pm

Public Hearing Close: 7:16 pm

**Revised Motion:** By motion, approve the Sunrise Recreation and Park District Fiscal Year 2016/17 Final Budgets 338A, 338B, and 338F and forward to the County of Sacramento Board of Supervisors for final approval with the addition of \$15,000 for the shade shelter at Tupelo Park.

[Staff Report](#)

[FY 16-17 338A](#)

[FY 16-17 338B](#)

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

[FY 16-17 338F](#)

[FY 16-17 CIP](#)

[FY 16-17 Salary Policy](#)

8. By motion, approve the District's Final Capital Improvement Projects (CIP) for FY 2016-17 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](#)

[FY 16-17 CIP](#)

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

9. By motion, authorize the District Administrator to execute a lease agreement through the TCPN (The Cooperative Purchasing Network) program with Turf Star (Toro product distributor) or an 11' large area mower Groundsmaster 4000-D/4010-D.

[Staff Report](#)

[Bid and Spec Attachments](#)

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

10. Consider the need to hold the regular August Board Meeting scheduled for August 18, 2016.  
**Motion:** By motion, cancel the August 18<sup>th</sup> regularly scheduled Board Meeting.

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

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

Subcommittees for September 2016 were reviewed.

August 6, 2016 – Brewfest, Soroptimist of Citrus Heights-Rusch Home & Gardens  
August 10, 2016 – Food Truck Mania – Rusch Park  
August 13, 2016 – Hot August Bites – Rusch Park  
August 27, 2016 – Veteran's Picnic – Rusch Veteran's Grove  
September 14, 2016 – Food Truck Mania – Rusch Park  
September 25, 2016 – Sunday Funday  
October 8, 2016 – Bark in the Park

**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