

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 March 18, 2021 meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the March 18, 2021 meeting minutes will be approved by the board of directors on April 15, 2021. If you have any questions, please contact us at (916) 725-1585.

THURSDAY

MARCH 18, 2021

MEETING 5:00 PM

SECTION 1

REGULAR SESSION

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
Move Item #9 to Presentation

Board Action: Huber, Lingwood

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

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 FY 202/21 February Financial Report
3. Approval of FY 20/21 February billing/refund report
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](#)

Board Action: Rivas, Lingwood

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

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.
Open Public Hearing 5:25 pm
Close Public Hearing 6:19 pm

[Staff Report](#)[338A](#)[338B](#)[338D](#)[338F](#)[2021-2022 Salary Policy](#)

Budget 338A Motion: By motion, increase to \$250,000 for recommended items and balance the budget with contingency use.

Board Action: Lingwood, Rivas

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

Budget 338B Motion: By motion, increase the staffing line 1121 to balance the budget for the Antelope Area.

Board Action: Huber, Rivas

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

Amended Motion Item #4: By motion, approve the Sunrise Recreation and Park District 2021-2022 balanced Recommended Budgets for 338A, 338B, 338D and 338F and forward to the Board of Supervisors for final adoption.

Board Action: Lingwood, Rivas

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

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](#)

Board Action: Rivas, Huber

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

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.

Amended Motion: By motion, approve the District Administrator's Three Year (3) Contract with an effective date of March 19, 2021 and forward to the Board of Supervisors for final approval.

Board Action: Lingwood, Rivas

Ayes: Huber, Lingwood, Rivas, Shahan

Noes: 0

Absent: Brown

[Staff Report](#)

[Draft Contract](#)

9. Recognition of Park and Facilities Superintendent at his retirement.
Noe Villa, 31 years
Item moved to Presentations

SECTION 5 **ITEMS FROM THE ADVISORY BOARD**

Subcommittees 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, CA
5. District Website (www.sunriseparks.com)
6. North Highlands-Antelope Library