

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 September 16, 2021 meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the September 16, 2021 meeting minutes will be approved by the board of directors on October 21, 2021. If you have any questions, please contact us at (916) 725-1585.

**THURSDAY**

**SEPTEMBER 16, 2021**

**MEETING 5:00 PM**

**SECTION 1**

**REGULAR SESSION**

1. CALL REGULAR MEETING TO ORDER  
Introduction of New Advisory Board Member – James Evans III  
Recognition of departing Advisory Board Member – Rita Lingwood
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA

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

6. COMMUNICATIONS RECEIVED AND FILED  
Letter from Citrus Heights Area 7 [Letter](#)
7. PRESENTATION  
Recreation - Summer Camp Programs

### **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 August 3, 2021 [Board Minutes](#)
2. Approval of 2021-22 July/August Financial Reports
3. Approval of billing and refund report for July/August 2021
4. Approval of Operations Report for July/August 2021 [Operations Report](#)
5. Approval for Deletion of certain equipment from District Inventory [Staff Report](#)
6. Approval of resolution No. 21-012, authorizing the District Administrator, or his/her designee, to execute a Sales and Purchase Agreement of Real Property, an Easement for underground electrical transmission lines and relocate existing above ground electrical boxes and to do and perform everything necessary to carry out the purpose of the resolution.
 

[Staff Report](#)
[Resolution No. 21-012](#)
[Easement Document](#)
[Sales and Purchase Agreement](#)
7. Approval of Resolution No, 21-011 approving the District Administrator to designate signature authority to the Finance Manager for the Leasing of District Facilities and Equipment relating to the Caterpillar lease.
 

[Staff Report](#)
[Resolution No. 21-011](#)
[Lease](#)
8. Approval of Resolution No. 21-013, authorizing the District Administrator, or his/her designee, to execute an Easement Conveyance Agreement, an Easement for Recreational Multi-Use Trail and to do and perform everything necessary to carry out the purpose of the resolution.

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

- [Staff Report](#)
[Resolution No. 21-013](#)
[Easement Document](#)
- [Easement Conveyance Agreement](#)
[Aerial Map of Parks](#)

### **SECTION 4 ADMINISTRATION BUSINESS**

9. By motion, accept the total salary survey as complete and final and direct the District Administrator to conduct all staff recommendations in the report.

- [Staff Report](#)
[Salary Study](#)

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

10. By motion, authorize the District Administrator to award the bid and execute the contract with GameTime, A Playcore company the lowest responsible bidder for the Playground Replacement at the Tempo Park Playground Area.

Amended Motion: By motion, authorize the District Administrator to award the bid and execute the contract with GameTime, A Playcore company the lowest responsible bidder for the Playground Replacement at the Tempo Park Playground Area with the additional equipment in the Option 2 Quote for a total of \$134,427.85.

[Staff Report](#)

[Playground Rendering](#)

[Quote](#)

[Final Poll Results](#)

**Board Action: Shahan, Brown**

**Ayes: Brown, Huber, Rivas, Shahan**

**Noes: 0**

**Absent: 0**

## **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](http://www.sunriseparks.com))
6. North Highlands-Antelope Library