



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

**Wednesday, March 20, 2024**

**REGULAR MEETING 5:30 PM**

Board of Directors: Jay Evans, David Huber, Mark Shahan, Susanne Uhl, Tim Virga

### **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 MEETINGS TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED  
None
7. PRESENTATION  
None

### **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 two (2) minutes each with 30 minutes being allowed for all comments. Any public comment 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 21, 2024 and February 28, 2024.

[Board Minutes 2-21-24](#)

[Board Minutes 2-28-24](#)

2. Approval of Financial Reports for February 2024.
3. Approval of Billing and Refund Reports for February 2024.
4. By motion, approve Resolution No. 24-001 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 2024-25.

[Sunrise RPD-RES 1 Staff Report](#)

[Resolution No. 24-001](#)

## **SECTION 4: ADMINISTRATIVE BUSINESS**

1. Kathy Cook amphitheater needs assessment progress report and discussion.

[Kathy Cook Memorial Amphitheater Needs Assessment Staff Report](#)

[Exhibit A](#)

2. By motion, vote to approve the staff recommendation for the Kathy Cook Amphitheater.

[Kathy Cook Amphitheater Location Staff Report](#)

[Exhibit A](#)

3. By motion, approve the Sunrise Recreation and Park District's FY 2024-2025 Recommended Budgets for 338A, 338B, 338D and 338F and forward to the Board of Supervisors for final adoption.  
Public Hearing-5:50 pm.

[24-25 District Recommended Budgets Staff Report](#)

[24-25 338A Recommended Budget](#)

[24-25 338B Recommended Budget](#)

[24-25 338D Recommended Budget](#)

[24-25 338F Recommended Budget](#)

[24-25 Salary Policy](#)

4. By motion, approve the District's Capital Improvement Projects (CIP) for FY 2024-2025 as outlined in Exhibit A. Also, by motion, authorize the District Administrator to initiate Request for Proposals (RFP's) and Request for Qualifications (RFQ'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.

[24-25 District CIP Plan Report](#)

[24-25 CIP Program Recommended 338A B D & F](#)

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

1. Next Regular Advisory Board of Directors Meeting: April 17, 2024
2. Upcoming Special Events
 

Food Truck Night	April 2
Adult Paint & Sip Night	April 19
Revenge of the 5 <sup>th</sup>	May 5
Arcade Cripple Creek Trail Ribbon Cutting	May 5
Family Swim Nights	June 7, 21, July 5, 19, August 2
Food Truck/Movie Night	June 11
Family Swim/Dessert Truck/Movie Night	August 2
Hot August Movie Night	August 10
Floating Pumpkin Patch	Fall 2024 (TBD)
Sunday Funday	Sept. 22
Howl-O-Ween Parade/Festival	Oct. 19
10 <sup>th</sup> Annual Arts & Crafts Fair	Nov. 2
Holiday at Hogwarts	December 2024 (TBD)
Capitol Pops Holiday Concert	Dec. 7
Brunch with Santa	Dec. 8
3. The April subcommittee meetings are:
  - Park Development and Finance  
Jay Evans/Tim Virga  
Monday April 2, 2024, at 1:00pm
  - Personnel and Programming  
Mark Shahan/Susanne Uhl  
Monday April 2, 2024, at 5:30pm
4. Future Agenda Items

## **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