

# 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 October 21, 2021 meeting. The official meeting minutes are typically approved by the board of directors the following month. For example, the October 21, 2021 meeting minutes will be approved by the board of directors on November 18, 2021. If you have any questions, please contact us at (916) 725-1585.

THURSDAY

**NOVEMBER 18, 2021** 

**MEETING 5:00 PM** 

#### **SECTION 1**

**REGULAR SESSION** 

- 1. CALL REGULAR MEETING TO ORDER
- 2. ROLL CALL
- FLAG SALUTE
- 4. MEETING PROTOCOL
- APPROVAL OF AGENDA

**Board Action: Huber, Brown** 

Ayes: Brown, Evans, Huber, Shahan

Noes: 0

**Absent: Rivas** 

COMMUNICATIONS RECEIVED AND FILED

Possible Donation of Property Letter

<u>Letter</u>

7. PRESENTATION

Recreation – Update on Howl'Oween and Craft Fair Events Todd Gordon, Kody Tickner, Sarah Hendricks

### **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 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.

- Approval of minutes from the Advisory Board of Directors meeting for October 1. 21, 2021 **Board Minutes**
- Approval of 2021-22 October Financial Reports 2.
- Approval of billing and refund report for October 2021 3.
- 4. Approval of Operations Report for October 2021

Operations Report

Staff Report

5. Authorize the District Administrator to sign the Permit to Enter (PTE) paperwork to allow Sacramento Area Sewer District (SASD) Employees to conduct work on District Property. Staff Report

Approval of deletion of certain equipment from District Inventory. 6.

**Board Action: Huber, Evans** 

Ayes: Brown, Evans, Huber, Rivas, Shahan

Noes: 0 Absent: 0

**SECTION 4** 

# ADMINISTRATION BUSINESS

7. By motion, accept Martin General Engineering Inc. as the lowest responsive bidder for the District's Request for Proposal (RFP) for the Tempo Park Construction of Basketball Court and Playground Pit and authorize the District Administrator to sign all necessary related documents.

Staff Report

**Bid Results** 

**Board Action: Rivas, Huber** 

Ayes: Brown, Evans, Huber, Rivas, Shahan

Noes: 0 Absent: 0

> 8. By motion, approve the 2022 Sunrise Recreation and Park District Master

Fee Schedule.

Staff Report

**Fees Aquatics** 

Fees Day Care

Fees Facility Rentals

**Board Action: Rivas, Evans** 

Ayes: Brown, Evans, Huber, Rivas, Shahan

Fees Ballfield Rentals

Staff Report

Fees Youth Adult Programs

Facility Use Permit

Noes: 0 Absent: 0

> 9. By motion, authorize the District Administrator to sign a Facility Use Permit (FUP) to allow On the Go Academy (OTGA) to operate a homeschooling support program at the Rusch Park Community Center.

**Board Action: Huber, Rivas** 

Ayes: Brown, Evans, Huber, Rivas, Shahan

Noes: 0 Absent: 0



10. Consideration to Cancel the December Advisory Board Meeting – Oral Report

Motion: By motion cancel the December 2021 Advisory Board of Directors

Meeting.

**Board Action: Shahan, Huber** 

Ayes: Brown, Evans, 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.

- 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