



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

MEETING CONDUCTED IN PERSON AND VIA ZOOM

<https://us06web.zoom.us/j/81729851343?pwd=cGRjM25CZWNFTHpGZ20rZXlvN1lCdz09>

Meeting ID: 817 2985 1343

Passcode: 621084

If you are interested in speaking with the Board at the meeting, please fill out a speakers card, if attending in person or send an email to sunrise@sunriseparks.com informing the Board Clerk of this. On the day of the meeting please use the Chat function in ZOOM to request to speak to the Board. In both cases, please note which Agenda Item number you would like to speak on, or item speaking regarding during Public Comment.

THURSDAY, NOVEMBER 18, 2021

REGULAR MEETING 5:00 PM

Board of Directors: Shannon Brown, James Evans III, David Huber, Michelle Rivas, Mark Shahan

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 MEETING TO ORDER
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
Possible Donation of Property Letter [Letter](#)
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 or if you are on zoom, please raise your hand in the chat feature. 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.

1. Approval of minutes from the Advisory Board of Directors meeting for October 21, 2021. [Board Minutes](#)
2. Approval of 2021-22 October Financial Report.
3. Approval of billing and refund report for October 2021.
4. Approval of Operations Report for October 2021. [Operations 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.
6. Approval of deletion of certain equipment from District Inventory [Staff Report](#)

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](#)
8. By motion, approve the 2022 Sunrise Recreation and Park District Master Fee Schedule. [Staff Report](#) [Fees Aquatics](#) [Fees Day Care](#) [Fees Facility Rentals](#)
[Fees Ballfield Rentals](#) [Fees Youth Adult Programs](#)
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. [Staff Report](#) [Facility Use Permit](#)
10. Consideration to Cancel the December Advisory Board Meeting – Oral Report

SECTION 5: ITEMS FROM THE ADVISORY BOARD

The next subcommittee meetings are scheduled for December 2021 as follows:

Personnel and Programing

David Huber/Shannon Brown

TBD

Park Development and Finance

Michelle Rivas/James Evans III

TBD

2021 Special Events/Activities

December 12, 2021 Brunch with Santa

Rusch 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)
6. North Highlands-Antelope Library