



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

**Wednesday, December 13, 2023**

**REGULAR MEETING 5:00 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  
Skycrest Elementary School Field Trip
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 November 15, 2023.

[Board Minutes](#)

2. Approval of Financial Reports for November 2023.
3. Approval Billing and Refund Reports for November 2023.
4. Approval of Operation Report for November 2023.

[Operations Report-NOV 2023](#)

5. Authorize the District Administrator to sign a lease agreement with Champ Family Properties, LLC for golf operations at the Foothill Golf Course.

[Foothill Golf Course Staff Report](#)

[2024-2025 Foothill Golf Course Lease](#)

6. Authorize the District Administrator to sign an amended lease agreement to allow On the Go Academy (OTGA) to operate a homeschooling support program at Rusch Historic Home and in Room 4B of the Rusch Park Community Center.

[On The Go Academy Staff Report](#)

[On The Go Academy Lease Agreement 2024](#)

7. Authorize the District Administrator to sign a Facility Use Contract to allow Meals on Wheels by ACC, to use Crosswoods Community Center for the purpose of serving and preparation of meals for area senior citizens.

[Meals on Wheels Staff Report](#)

[Meals on Wheels Agreement](#)

#### **SECTION 4: ADMINISTRATION BUSINESS**

1. By motion, approve the 2024 Sunrise Recreation and Park District Master Fee Schedule.

[District Master Fee Staff Report](#)

[Master Fee Schedule](#)

2. By motion, authorize the District Administrator to accept the December 6, 2023, quote from Downtown Ford for a 2022 F-250 truck and schedule delivery or pick-up.

[Ford F-250 Staff Report](#)

[Original Purchase Order #1056](#)

[Revised Purchase Order #1056](#)

[2<sup>nd</sup> Revised Purchase Order#1056](#)

[CMAS Pricing](#)

3. By motion, defer the election of the 2023-2024 Chair and Vice Chair of the Sunrise Recreation and Park District Advisory Board of Officers until the June 2024 Board of Directors meeting.

4. By motion, approve the change in regularly scheduled Sunrise Recreation and Park District Advisory Board of Directors meetings to occur the third Wednesday of each month at 5:30pm. This change will be effective beginning in January 2024. Additionally, approve the calendaring of regularly scheduled division reports to the Advisory Board of Directors for 2024.

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

1. Next Regular Advisory Board of Directors Meeting: January 17, 2024
2. The January subcommittee meetings are:

Park Development and Finance  
Jay Evans/Tim Virga  
TBD

Personnel and Programing  
Mark Shahan/Susanne Uhl  
TBD

#### **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