



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

**THURSDAY, NOVEMBER 16, 2017**

**REGULAR MEETING 7:00 PM**

Board of Directors: Shannon Brown, Rita Lingwood, Tony Makarczyk, 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  
Letter Regarding Cabana Park Grant  
American Legion Post 637 – Certificate of Appreciation
7. PRESENTATION  
Tree Planting

**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 October 19, 2017.
2. Approval of 2017-18 October Financial Report.
3. Approval of billing and refund report for October 2017.
4. Approval of Operation Report for October 2017. [Operations Report](#)
5. Authorize the District Administrator to approve a facility use permit with Phantom Fireworks. [Staff Report](#)

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

6. By motion, approve the Sunrise Recreation and Park District Master Fee Schedule. [Staff Report](#) [2018 Master Fees](#)
7. By motion, increase internal bidding dollar amount range requirements for construction related projects to \$20,000 or less no formal bid, \$40,000 or less requires 3 informal bids, and over \$40,000 requires formal bidding. [Staff Report](#)

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

Capitol Pops – Rusch Park – December 2, 2017

Brunch with Santa – Rusch Park – December 9, 2017

The next subcommittee meetings are scheduled for December 2017 as follows:

Personnel and Programing

Thursday, December 7, 2017 – 6:00 pm

Rita Lingwood/Shannon Brown

Park Development and Finance

Thursday, December 7, 2017 – 5:00 pm

Tony Makarczyk, Michelle Rivas

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