



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

Action Summary

This meeting summary is intended to update the public regarding the actions of the Advisory Board of Directors at their December 13, 2023 meeting. The official meeting minutes are typically approved by the Advisory Board of Directors the following month. For example, the December 13, 2023 meeting minutes will be approved by the Advisory Board of Directors at the scheduled January meeting. If you have any questions, please contact us at (916) 725-1585.

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 MEETING TO ORDER 5:02 p.m.
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.

- a. Trina McKie presented her concerns about the flexibility of the online registration process for different fitness classes.

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

[Operations Report-NOV 2023](#)

4. Authorized 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 preparing and serving meals to area senior citizens.

Board Action: Evans, Uhl
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

SECTION 4: ADMINISTRATIVE BUSINESS

1. Approval of Financial Reports for November 2023.
2. Authorize the District Administrator to sign an amended 1 year) lease (agreement with Champ Family Properties, LLC for golf operations at the Foothill Golf Course.
3. 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.

Board Action: Shahan, Uhl
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

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

Upon motion by Director Evans and seconded by Director Shahan, the Sunrise Recreation and Park District Advisory Board of Directors approved the 2024 Sunrise Recreation and Park District Master Fee Schedule.

Board Action: Evans, Shahan
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

5. 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.

Upon modified motion by Director Shahan and seconded by Director Uhl, the Sunrise Recreation and Park District Advisory Board of Directors authorize the District Administrator to accept the amended quote from December 12, 2023 from Downtown Ford for a 2022 F-250 truck and schedule delivery or pick up.

Board Action: Shahan, Uhl
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

6. 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.

Upon motion by Director Evans and seconded by Director Shahan, the Sunrise Recreation and Park District Advisory Board of Directors todefer 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.

Board Action: Evans, Shahan
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

7. 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.

Upon motion by Director Evans and seconded by Director Uhl, the Sunrise Recreation and Park District Advisory Board of Directors approved 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.

Board Action: Evans, Uhl
Ayes: Evans, Huber, Shahan, Uhl
Noes: 0
Absent: Virga
Abstain: 0
Recuse: 0

SECTION 5: ITEMS FROM THE ADVISORY BOARD

1. Next Regular Advisory Board of Directors Meeting: January 17, 2024
2. The December 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)
6. North Highlands-Antelope Library