



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 March 20, 2024 meeting. The official meeting minutes are typically approved by the Advisory Board of Directors the following month. For example, the March 20, 2024 meeting minutes will be approved by the Advisory Board of Directors at the scheduled April meeting. If you have any questions, please contact us at (916) 725-1585.

**Wednesday, March 20, 2024**

**REGULAR MEETING 5:30 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 5:36 p.m.
2. ROLL CALL
3. FLAG SALUTE
4. MEETING PROTOCOL
5. APPROVAL OF AGENDA
6. COMMUNICATIONS RECEIVED AND FILED
7. PRESENTATION

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

### **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. Sue Frost spoke in support of the Kathy Cook Memorial Amphitheater.
- b. Jack Frost spoke in support of the Kathy Cook Memorial Amphitheater.
- c. Bill Cook and Sarah Hendricks spoke in support of the Kathy Cook Memorial Amphitheater emphasizing support for proposed location number one.

**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 February 21, 2024 and February 28, 2024.

[Board Minutes 2-21-2024](#)

[Board Minutes 2-28-2024](#)

- 2. Approval of Financial Reports for February 2024.
- 3. Approval of Billing and Refund Reports for February 2024.
- 4. By motion, approved Resolution No. 24-001 retaining the services of SCI Consulting Group to prepare the Engineer’s Report for the Park Maintenance and Recreation Improvement District as the first step in a three-step process in levying annual assessments for fiscal year 2024-25.

[Sunrise RPD-RES 1 Staff Report](#)

[Resolution No. 24-001](#)

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

**SECTION 4: ADMINISTRATIVE BUSINESS**

- 1. Kathy Cook amphitheater needs assessment progress report and discussion.

[Kathy Cook Memorial Amphitheater Needs Assessment Staff Report](#)

[Exhibit A](#)

2. By motion, vote to approve the staff recommendation for the Kathy Cook Amphitheater.

<a href="#">Kathy Cook Amphitheater Location Staff Report</a>	<a href="#">Exhibit A</a>
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**Board Action:** Virga, Evans  
**Ayes:** Evans, Huber, Shahan Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

3. By motion, approve the Sunrise Recreation and Park District’s FY 2024-2025 Recommended Budgets for 338A, 338B, 338D and 338F and forward to the Board of Supervisors for final adoption.  
 Public Hearing opened at 6:45 pm.

<a href="#">24-25 District Recommended Budgets Staff Report</a>	<a href="#">24-25 338A Recommended Budget</a>	<a href="#">24-25 338B Recommended Budget</a>
<a href="#">24-25 338D Recommended Budget</a>	<a href="#">24-25 338F Recommended Budget</a>	<a href="#">24-25 Salary Policy</a>

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

Public Hearing Closed at 7:27 pm

4. By motion, approve the District’s Capital Improvement Projects (CIP) for FY 2024-2025 as outlined in Exhibit A. Also, by motion, authorize the District Administrator to initiate Request for Proposals (RFP’s) and Request for Qualifications (RFQ’s) as required or necessary following District Policy and the Uniform Public Construction Cost Accounting Act (UPCCAA) to begin Capital Improvement Projects outlined in Exhibit A.

<a href="#">24-25 District CIP Plan Report</a>	<a href="#">24-25 CIP Program Recommended 338A B D &amp; F</a>
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**Board Action:** Virga, Uhl  
**Ayes:** Evans, Huber, Shahan Uhl, Virga  
**Noes:** 0  
**Absent:** 0  
**Abstain:** 0  
**Recuse:** 0

## SECTION 5: ITEMS FROM THE ADVISORY BOARD

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

Park Development and Finance  
 Jay Evans/Tim Virga  
 Monday April 2, 2024, at 1:00pm

Personnel and Programing  
 Mark Shahan/Susanne Uhl  
 Monday April 2, 2024, at 5:30pm

3. Upcoming Special Events

Food Truck Night	April 2
Adult Paint & Sip Night	April 19
Revenge of the 5 <sup>th</sup>	May 5
Arcade Cripple Creek Trail Ribbon Cutting	May 5
Family Swim Nights	June 7, 21, July 5, 19, August 2
Food Truck/Movie Night	June 11
Family Swim/Dessert Truck/Movie Night	August 2
Hot August Movie Night	August 10
Floating Pumpkin Patch	Fall 2024 (TBD)
Sunday Funday	Sept. 22
Howl-O-Ween Parade/Festival	Oct. 19
10 <sup>th</sup> Annual Arts & Crafts Fair	Nov. 2
Holiday at Hogwarts	December 2024 (TBD)
Capitol Pops Holiday Concert	Dec. 7
Brunch with Santa	Dec. 8

## 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

**Board Action: Chair called for adjournment at 7:55 pm**