

**NORTH HIGHLANDS RECREATION AND PARK DISTRICT  
REGULAR MEETING**

Regular Meeting of the Board of Directors  
March 12, 2026 6:30 p.m. – District Office – Regular Meeting  
6040-Watt Avenue, North Highlands, Ca 95660  
Phone: (916) 332-7440  
[WWW.NHRPD.ORG](http://WWW.NHRPD.ORG)

**1. CALL MEETING TO ORDER**

**2. COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS**

Matters under the jurisdiction of the Board of Directors, and not on the posted agenda, may be addressed by the general public at this time. The public may address the Board on each agenda item during the Board's consideration of the item. In order to speak, the speaker must complete and submit a public comment card. The cards are available on a table to the rear of the Boardroom. The card should be handed to the Secretary of the Board. The Chairperson of the Board may use his or her discretion in waving this policy. The Board of Directors limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. Except for public hearings, comments from the public shall not be received until after completion of Board Discussion and deliberation, and just before final action or completion of the agenda item. The Board of Directors cannot take action on any unscheduled matter.

**3. ADMINISTRATOR'S REPORT**

- A. February Highlights
- B. Standing Committee Meeting Summary
- C. AB 1572
- D. Knight Watch Protective Services Contract Status
- E. Parks and Facilities Report
- F. Recreation Report
- G. Recreation Quarterly Report

**4. CORRESPONDENCE**

- A. Letter dated February 9, 2026, from California Special Districts Association (CSDA) – CSDA Board of Directors Call for Nominations Seat C.

**5. REPORTS FROM STANDING COMMITTEES:**

**Budget, Finance & Audit:** Chairperson Patrick Williams; Members Beau Reynolds  
**Facility Development:** Chairperson Beau Reynolds; Member Patrick Williams  
**Personnel and Policy:** Chairperson Crystal Harding; Member Zachary Freels  
**Programs, Fees, and Charges:** Chairperson Zachary Freels; Member Crystal Harding

**6. CONSENT CALENDAR**

- A. Approval February 12, 2026, minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of February 2026.

7. **UNFINISHED BUSINESS**

A. Westwood Monthly Update

8. **NEW BUSINESS**

A. California Special District Association (CSDA) – CSDA Board of Directors call for Nomination Seat C

Board discussion /action in nominating CSDA Board of Directors Call for Seat C.

B. Resolution # 653 – Calling the November 3, 2026, Presidential General Election for the North Highlands Recreation and Park District

Board action to approve Resolution #653 calling for the Presidential General District Election to be consolidated with the statewide election to be held November 3, 2026.

- Candidates Statement of Qualifications

Board action to determine whether to limit the candidate's statement to 200 words or to authorize an extension to 400 words. Board action to require the individual to pay for publication of the statement when filing the applications.

- Combine Election Notice

Board action to declare how the required Notice of District Election will be published individually or combined with other District's.

C. Pool Quote and Related Information – Information Only

Board Discussion.

9. **CHAIRPERSON'S REPORT**

10. **COMMENT'S FROM BOARD MEMBERS**

11. **ADJOURNMENT**

12. **DATE, TIME, AND PLACE OF NEXT MEETING**

The next regular meeting of the Board of Directors will be on April 9, 2026 at 6:30 p.m. in the North Highlands Recreation Center, 6040-Watt Avenue, North Highlands, CA

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, please contact the North Highlands Recreation and Park District Office at (916) 332-7440. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/89064128869?pwd=QM0VfWlAsI02PI7GutWuBC5XMXQKTH.1>

Meeting ID: 890 6412 8869

Passcode: 123

North Highlands Recreation and Park District

Board Agenda

To: Joanna McVay, Chairperson  
Board of Directors

From: Scott Graham, Administrator

Date: March 12, 2026

Subject: Administrator's Report

ADMINISTRATOR'S REPORT

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February 2026 Highlights

- February 5: Meeting with Ryan DiGuilio, Chief Business Official at Twin River Unified. Topics included a Joint Use Agreement, summer aquatics and upcoming labor negotiations with Twin Rivers faculty.
- February 23: Meeting with Brianne Wiese, CLA, to discuss next steps for our auditing services moving forward. I have included some comments from Brianne on this topic:
  - *As we discussed, CLA's national platform and staffing model are designed to support much larger and more complex entities. Given the size and operational complexity of NHRD, it may be worth considering whether a large national firm continues to be the best overall fit.*
  - *Exploring a transition to a smaller, special-district-focused CPA firm could offer several potential benefits, including:*
    1. *Audit fees that are more closely aligned with the District's size and risk profile, allowing additional resources to be directed toward parks, programs, and operations*
    2. *Firms that specialize almost exclusively in California special districts and are highly familiar with GASB requirements, State Controller reporting, and park and recreation district operations*
    3. *As noted in our conversation, this would not be a reflection on audit quality, but rather an exercise in fiscal stewardship and right-sizing professional services.*

The outcome from this meeting is that CLA will no longer provide Auditing Services for NHRPD. I recently reached out to my counterparts at other Special Districts in Sacramento County and came away with several options to pursue for Auditing Services for 2026 and beyond.

- February 24 – 26: I attended the Financial Sustainability Certificate Program offered by CPRS and led by Jamie Sabbach, President and Principle of 110%. The 16-hour course over three days was filled with complex and important concepts that will improve District financial operations and allow Board and Staff opportunities to assess where we are and where we need to go to create Financial Sustainability for NHRPD for years to come. Because of the brief turnaround from the conclusion of the training and our next Board meeting, I will be compiling an in-depth report for Board review of the key concepts and approaches I believe we can incorporate moving forward. This report will be completed for discussion at the April 9 Board meeting.

#### Standing Committee Meeting Summary

At the April 10, 2025 Board meeting, the Board of Directors voted to revise Policy 4070 to include a minimum number of meetings each committee shall schedule. Budget, Finance and Audit and Facility Development are to meet bi-annually at a minimum. Personnel and Policy and Program, Fees and Charges are to meet quarterly at a minimum. After reviewing committee meeting agendas for FY 2024/25, Budget, Finance and Audit met four times, Facility Development met three times, Personnel and Policy met five times and Programs, Fees and Charges met once. So far in FY 2025/26, Budget, Finance and Audit has met once, Facility Development has met once, Personnel and Policy have met twice and the Programs, Fees and Charges committee has not met.

#### AB 1572

I have attached a fact sheet that outlines new rules for watering for your review. I attended a Zoom meeting on March 2 along with other administrators and General Managers from other Districts on this topic. Sacramento Suburban Water District is proactively doing outreach to inform communities about the new law, which will be implemented on January 1, 2027. NHRPD is already transitioning to reducing water use in non-functional areas in an effort to lower our water use for irrigating parks.

#### Knight Watch Protective Services Contract Status

An 18-month contract extension with Knight Watch Protective Services was completed on March 2. Knight Watch provides four hours of patrol daily. They also provide security at our rental events. The reporting requirements deficiencies the District identified have been addressed and efficiency has approved. I also insisted on revised language regarding when we receive invoices from KWPS. If an invoice or invoices are not received by June 15 of each year, we are no obligation to pay those invoices without penalty. This will prevent the necessity for the District to pay invoice in one fiscal year for services rendered in the prior fiscal year.

# LESS LAWN MORE EFFICIENCY

## Fact Sheet: New Rules for Watering Lawns in California

California law (AB 1572) will soon prohibit the use of potable (drinking) water to irrigate nonfunctional turf—lawns that serve no recreational or community purpose—at most municipal, government, commercial, industrial, and institutional (CII) properties, including common areas managed by homeowner associations (HOAs).

These new rules provide an opportunity to create welcoming new spaces that showcase the beauty of low-water and native plants, highlight your commitment to a sustainable future, and provide a vision for others in your community to follow. They also work in tandem with California's Model Water Efficient Landscape Ordinance, which sets standards for water-wise landscape design for projects of a certain square footage.

By taking early action, you can reduce water use and pesticide usage, showcasing the way forward for local businesses, HOAs, landscape designers, and the community at large.

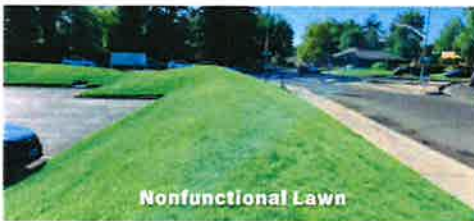


*Toyon Heteromeles arbutifolia, California native*

This fact sheet explains what is changing and how to prepare.



Functional Lawn



Nonfunctional Lawn

## WHAT IS NONFUNCTIONAL LAWN?

Nonfunctional lawn refers to irrigated lawn that is purely ornamental and not regularly used for recreation or public gatherings.

### Examples include:

- Narrow lawn strips in or around parking lots
- Decorative lawn along sidewalks, buildings, or fences
- Lawn between buildings with no seating, access, or activity
- Lawn in medians, roundabouts, or entry signage zones
- Sloped or oddly shaped areas that are hard to use or water efficiently

## WHAT HAPPENS IF YOU DON'T COMPLY?

Failure to comply with AB 1572's nonfunctional lawn irrigation restrictions can result in civil penalties of up to \$1,000 per day (California Water Code §1846). Enforcement specifics may vary by water agency; please get in touch with your local water provider for details.

## BY JANUARY 1, 2027:

Public properties owned or managed by local governments—including city and county buildings, libraries, fire and police stations, courthouses, streets and highways, and public utilities—must stop watering nonfunctional lawn.



# CREATE A VISION OF A NEW SUSTAINABLE COMMUNITY

Many cities and counties are using this as an opportunity to transform their public properties and create colorful, sustainable, water-wise landscapes that establish a striking and memorable visual identity at their public properties and inspire residents to do the same.

## Show Off Your Local Roots:

- Create landscapes filled with water-wise plants native to your region.
- Plant gardens that provide sustenance and shelter for native pollinators, birds, butterflies, and bees.
- Add shade trees that help cool buildings and sidewalks.
- Develop demonstration gardens that incorporate features such as stormwater capture, bioswales, recycled water, high-efficiency irrigation systems, and informational signage.

## YOUR WATER PROVIDER IS HERE TO HELP

*Many water agencies offer:*

- Lawn replacement and irrigation rebates
- Free site visits and landscape reviews
- Sample plant lists and design templates
- Tree protection tips and irrigation strategies



**The Loomis Library & Community Learning Center** worked with the UC Master Gardeners of Placer County over six months to transform water-thirsty lawn surrounding the library into a stunning waterwise demonstration garden:

- 11,000 sq. ft. of lawn removed
- 12 unique areas featuring 85 plant varieties
- Serves as a living library and community resource
- Over 70% reduction in water used



**The Santa Barbara Fire Department** created a 1.7-acre Firescape Garden across the street from a fire station. It features:

- Four different plant zones filled with waterwise plants that highlight how to arrange plants around a residence
- A high-efficiency irrigation system that keeps the plants healthy



[NonFunctionalTurfCA.org](http://NonFunctionalTurfCA.org)

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator  
From: Kevin Kelly, Park and Facilities Superintendent  
Date: March 12<sup>th</sup>, 2026  
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

In the month of January, Park Maintenance staff completed the following tasks outside of daily maintenance:

- Preparation of Brock Park for baseball
- ADA improvements at Capehart Youth Facility
- Received two deliveries of playground equipment
- Preparation for a planting at Capehart Youth Facility
- Cleared vegetation at Capehart Youth Facility
- Fibar installed at Freedom Park
- Emptied the pool at Capehart Youth Facility
- Staff used our equipment to spread another 20 yards of mulch at Freedom Park
- Staff removed several broken tree limbs from several parks
- Installed a reservation sign at Freedom Park.

INCIDENT/ACCIDENT REPORT UPDATE:

There is an active copper and brass thief working around the Community Center. There have been two thefts of piping from the School District backflows next to the clinic and the spigot from the side of our building was removed. This was reported to Knight Watch.

FURTHER INFORMANTION

The Recreation Division has secured two new baseball tenants at Bróck Park. To support this, we have redone the baseball playing surfaces on three fields. The team tilled, dragged, and leveled the surfaces.

The ADA pathway from the parking lot from Dudley Elementary School to the baseball field at Capehart began construction. We opened the fencing and our contractor graded, laid forms, and poured concrete at the school location as well as the baseball field. Now that the weather is improving, asphalt work will begin March 9<sup>th</sup>.

We have now taken delivery of all the structures for Karl Rosario Park. With the poor weather work is now scheduled to begin on March 16<sup>th</sup>.

Dragon's Den to the rescue! Sarah and company are planting new seasonal color in raised planter beds in front of Capehart Youth Facility's Gym entrance. In support of their endeavor the maintenance team removed shrubbery to open up the view of the building and tilled the area in preparation of further planting. We are also installing the raised beds for the students to plant the flowers.

Between the baseball field at Capehart Youth Facility and Dudley Elementary is a hillside full of thistle and other noxious weeds. Staff weeded this hillside in preparation of removing large amounts of soil from the hillside to restore it to its original look.

As part of our Freedom Park update new Fibar was installed under the updated play structure.

Part of our agreement with the Sacramento County Vector Control is to keep our pool empty and mosquito free. After large storms our staff arms themselves with pumps and begins the process of emptying thousands of gallons of water.

PHOTOS

BROCK PARK BASEBALL



PREPARING FOR PLANTING



RECEIVING PLAYGROUND EQUIPMENT



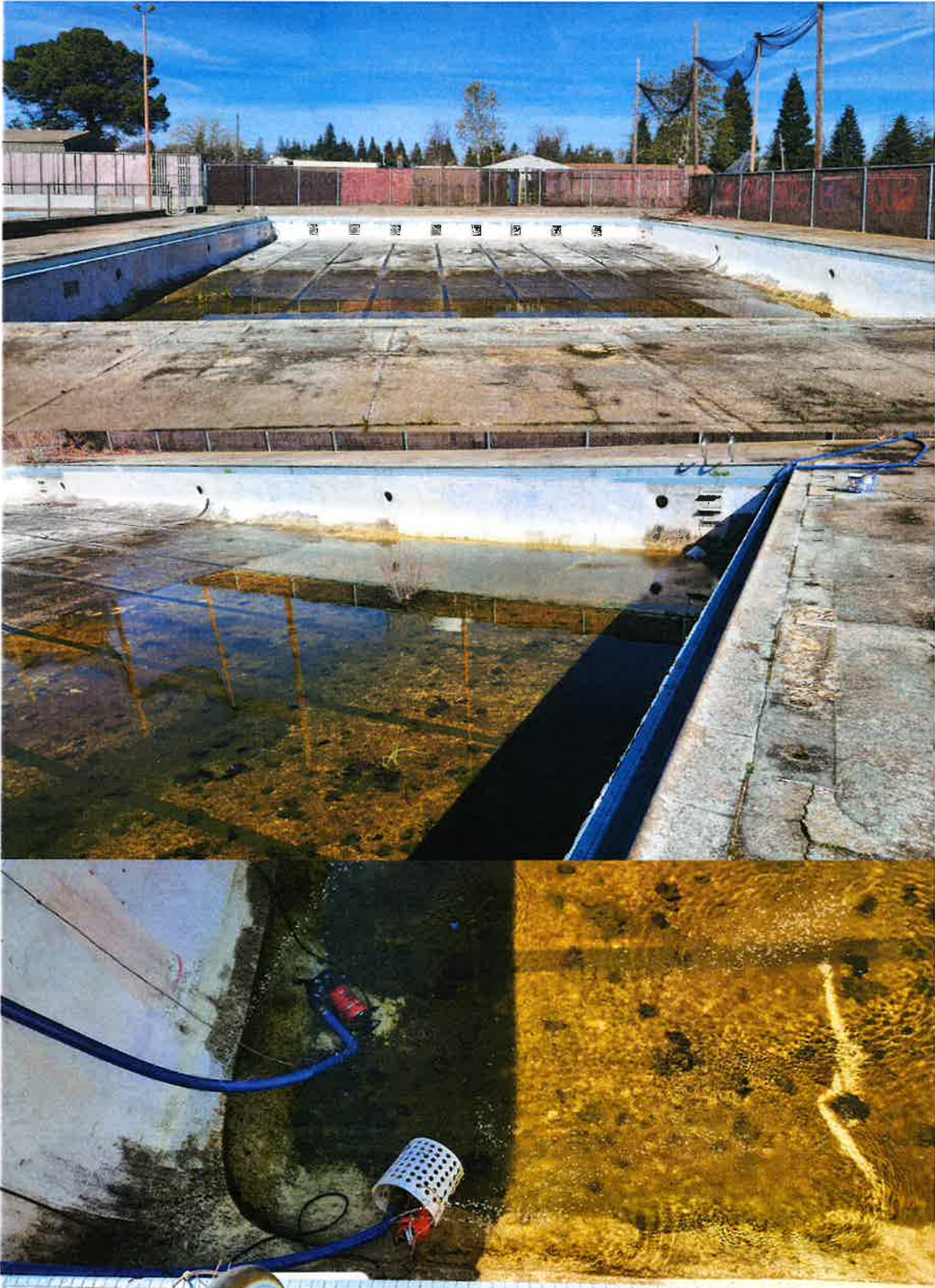
Hello Rain!!!



ADA IMPROVEMENTS



EMPTYING THE POOL



**Knight Watch Protective Services, Inc.**  
**North Highlands Recreation and Park District**  
**Monthly Patrol Activity Report**  
**Date: January 26, 2025-February 25, 2026**



<b>Patrol</b>	<b>Report ID 26-79405</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
1/27/2026 22:03	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Suspicious Vehicle
<b>Report Details</b>		
When I arrived on site, I know there's two vehicles in the parking lot. I contacted the owners of the vehicles and informed in the park was closed. They both left without argument. I checked out the buildings and did not see any signs of vandalism. I looked and did not see any signs of homeless encampment.		

<b>Patrol</b>	<b>Report ID 26-81506</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/6/2026 21:34	Brock Park 3730 Antelope Rd Antelope, CA 95843	Vandalism
<b>Report Details</b>		
At the above date and time I arrived on site and conducted a patrol of the property. I found no signs of homeless or encampments. However I did find Graffiti on the back park building. Continuing my patrol I secured both gates before exiting property		

<b>Patrol</b>	<b>Report ID 26-81691</b>	<b>K Broussard</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/7/2026 16:32	"Sierra Creek Park Davidson Dr Antelope, CA 95843"	Homeless/Vagrant, Illegal Camping
<b>Report Details</b>		
Found one camping out on the fence line. She was advised that she needed to pack up, and leave at this time. She complied and left the park with her items. She states that her name is Megan Starr.		

<b>Patrol</b>	<b>Report ID 26-81826</b>	<b>J Sullivan</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/8/2026 5:21	"Brock Park 3730 Antelope Rd Antelope, CA 95843"	Homeless/Vagrant
<b>Report Details</b>		
At the above date and time I arrived on site and conducted a patrol of the property. I found no signs of homeless or encampments on property. Before exiting I secured the gates.		

<b>Patrol</b>	<b>Report ID 26-81943</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/8/2026 21:34	"Freedom Park 5931 Recreation Wy McClellan Park, CA 95652"	Suspicious Vehicle
<b>Report Details</b>		
At the above date and time I arrived on site and conducted a patrol of the property. I observed 6 vehicles on property. I advised Officer Chance and made contact. All vehicles exited property except two. One vehicle is unoccupied and the other vehicles is being fixed. The owner advised that it will be fixed soon and they will exit property. Continuing my patrol I found no signs of homeless or encampments. I secured the restrooms before exiting.		

<b>Patrol</b>	<b>Report ID 26-82061</b>	<b>C Chance</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/9/2026 5:45	"Brock Park 3730 Antelope Rd Antelope, CA 95843"	Unsecured Gate
<b>Report Details</b>		
I arrived at Brock Park and started unlocking the front gate. I checked the softball field and the hillside for homeless activity. I checked the children's play area and gazebo. Checked the bathrooms and the storage building for vandalism. All clear.		

<b>Patrol</b>	<b>Report ID 26-82062</b>	<b>C Chance</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/9/2026 5:58	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Unsecured Gate
<b>Report Details</b>		
I found several pieces of graffiti on the bathrooms. Somewhere on the pillars in front of the doors and one small tag in the back of the building.		

<b>Patrol</b>	<b>Report ID 26-82171</b>	<b>P Raines</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/9/2026 21:04	Freedom Park 5931 Recreation Wy, McClellan Park, CA 95652	Discarded Trash/Debris

**Report Details**

I checked out the work and I did not see anybody at the park or any homeless activities. However, I did see a vehicle in the parking lot, but it left before I could approach. There is some debris in the women's restroom. And I locked both of the restroom before I left.

<b>Service Call</b>	<b>Report ID 26-83173</b>	<b>D Broussard</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/14/2026 10:38	"Cherry Blossom Park Morello Wy, Antelope, CA 95843"	Service Call

**Report Details**

Found camp getting individuals up. There are collecting their items at this time. There was a total of three one being Shane Reed who have previously dealt with in the past.

<b>Patrol</b>	<b>Report ID 26-83414</b>	<b>B Rasmussen</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/15/2026 15:38	"Community Center 6040 Watt Ave North Highlands, CA 95660"	Parking Violation, Suspicious Vehicle

**Report Details**

When I arrived and went on foot patrol I noticed that there was a red sienna van that was taking up multiple parking spots had blankets in the windows I noticed somebody inside I asked them to leave it took him about 5 minutes 5 to 10 minutes to leave other than that no issues to report.

<b>Patrol</b>	<b>Report ID 26-83449</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/15/2026 21:19	"Community Center 6040 Watt Ave North Highlands, CA 95660"	Parking Violation

**Report Details**

Vehicle left on property. Not in employee parking. No occupants.

<b>Patrol</b>	<b>Report ID 26-83450</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/15/2026 21:20	"Community Center 6040 Watt Ave North Highlands, CA 95660"	Parking Violation

**Report Details**

At the above date and time I arrived on site and conducted a patrol of the property. I observed a black Toyota pathfinder left on property. I advised Officer Chance and made contact. There was no occupants inside the vehicle. I verified if there were employees on site but none were present. I advised Officer Chance and tagged the vehicle. Continuing my patrol I found no signs of homeless or encampments on property.

<b>Patrol</b>	<b>Report ID 26-83662</b>	<b>P Raines</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/16/2026 21:31	"Brock Park 3730 Antelope Rd Antelope, CA 95843"	Maintenance Issue, Vandalism
<b>Report Details</b>		
When I arrived on site, I did not see anybody at the park or any vehicles in the parking lot. I went to lock the gate and found both of the chains have been cut. I continue my foot patrol. I did not see any vandalism or any damage to the buildings. I did not see anybody else at the park or any vehicles in the parking lot.		

<b>Service Call</b>	<b>Report ID 26-83841</b>	<b>J Lopez</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/17/2026 14:24	"Brock Park 3730 Antelope Rd Antelope, CA 95843"	Service Call
<b>Report Details</b>		
At the time above, I made contact with 2 individuals under the gazebo. One of the transients claimed he was just walking by while the other was starting to clean up all of his belongings. The transient gathered his belongings and left the property. The transient claimed it wasn't his canopy left behind.		

<b>Patrol</b>	<b>Report ID 26-83879</b>	<b>P Raines</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/17/2026 21:27	"Brock Park 3730 Antelope Rd Antelope, CA 95843"	Broken Lock , Maintenance Issue
<b>Report Details</b>		
When I arrived on site, there's one vehicle in the parking lot. When they saw me locking the gate, they left before I could approach. I checked out the rest of the park and did not see any signs of vandalism or homeless activity. Due to the chains on the gates being cut, I was unable to lock one of the gates.		

<b>Patrol</b>	<b>Report ID 26-84288</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/19/2026 21:10	"Freedom Park 5931 Recreation Wy McClellan Park, CA 95652"	Discarded Trash/Debris
<b>Report Details</b>		
At the above date and time I arrived on site and conducted a patrol of the property. I found no signs of homeless or encampments on property. I did observe trash dumped behind in the female restroom. Before exiting I secured both restrooms.		

<b>Patrol</b>	<b>Report ID 26-84903</b>	<b>G Oler</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/22/2026 21:17	"Freedom Park 5931 Recreation Wy McClellan Park, CA 95652"	Parking Violation
<b>Report Details</b>		
<p>At the above date and time, I arrived on site and conducted a patrol of the property. I found two vehicles parked on property. One was unoccupied and the other had an individual inside. I advised Officer Chance and made contact. The individual stated that their car wasn't starting and needed a jump. They then advised that someone was on the way to give them a jump. I advised Officer Chance. I then tagged the other vehicle that had no occupants on property. Continuing my patrol, I inspected the bathrooms then the play structure and gazebos. All were clear of any homeless, encampments or suspicious activities. I then secured the bathrooms before exiting property.</p>		

<b>Patrol</b>	<b>Report ID 26-85348</b>	<b>P Raines</b>
<b>Date &amp; Time</b>	<b>Location</b>	<b>Activity</b>
2/24/2026 21:33	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant, Secured Gate
<b>Report Details</b>		
<p>When I wrote, I say there was one vehicle in the parking lot he left before I could approach. I continued with my foot patrol and found a homeless individual with a canine at the pavilion. I informed him the park was closed and he left without argument. I did not see any other homeless individuals or anything suspicious. I'll check out. The buildings. Did not see any signs of vandalism or damage. I locked both of the gates before I left.</p>		

# NORTH HIGHLANDS RECREATION AND PARK DISTRICT

## BOARD AGENDA

TO: Scott Graham, Administrator  
FROM: Rachel Robertson, Recreation Superintendent  
DATE: March 12, 2026  
SUBJECT: Recreation Division Report

### Toddler/Youth/Teen Programs

- Dance with Stacie Ford (contractor) held its third session for Winter. Stacie leads participants through learning new steps, forms, and techniques.
  - Youth & Teen Dance Workshop: 20 participants (20 TRUSD, 0 paid).
  - NEW Ballet Class: 10 participants (10 TRUSD, 0 paid).
- Pee Wee Basketball completed the session with a practice game led by staff. Participants received a certificate and shirt. 22 participants (10 TRUSD, 12 paid).
- Youth Cheer season began in anticipation for the Basketball League! Participants learn sideline cheers and routines to pump up the crowd and provide a fun, and positive atmosphere. 19 participants (10 TRUSD, 9 paid).
- Youth Basketball League has begun! This 8-week season includes a weekly practice and game. Opening day was on February 14, and picture day was held February 21.
- Youth & Teen Cooking (session 3) participants made tacos, chips and guac, and horchata. 24 participants (20 TRUSD, 4 paid).

### Dragon's Den Before & After School Program

- This month's theme was "Community and Culture." Students participated in a storytelling circle, providing a space to share openly about their cultural backgrounds and community experiences. They also reflected on family traditions, which ranged from marking their height on a wall at home to celebrating events such as Ramadan.
- A Recreation Leader was promoted to the Before School Program Lead position.
- On February 5th, students participated in the ASCE Younger Member Forum. They learned about careers in civil engineering and Sacramento landmarks created by engineers, then rotated through hands-on activity stations including paper airplane building, earthquake-resistant structures, bridge building, foam block construction, and a water distribution challenge.
- Staff hosted a family Valentines Day Party on February 13 and 15 families joined us for crafts, games and snacks!

### Adult Programs

#### Adult & Senior Pickleball

- Session 3 began in February. Averaged 9 participants.

#### Coed Volleyball League

- Winter league completed its season. 4 teams.

### Senior Programs

#### Game Day (Monday)

- Game Day averaged 10 participants.

### Bingo (Tuesday)

- Bingo averaged 23 participants.

### Dance (Monday & Wednesday)

- Dance averaged 19 participants.

### Senior Movies (1<sup>st</sup> Wednesday/Month)

- The December movie was "Regretting You".
- Senior movie had 5 participants.

### Harvestime (Thursday)

- Harvestime averaged 21 participants.

### Rentals

- Capehart Gym: 21
- Community Center: 0
- Freedom Park: 0 (out of season)
- Recreation Center: 1
- Ridgepoint Gym: 19
- Brock Park: 0

### Scholarships

- 2 scholarships awarded for the month of February.
  - Youth Basketball
- \$3,011.50 was allocated for FY 2025-26.
  - \$2,033.50 remains in the account.
- Staff continues to market the opportunity through the Recreation Guide, the sign board, social media, on the gym bulletin board, website, and at resource fairs.

### Marketing

- The monthly newsletter went out on 2/2.
  - 54,193 site views
    - 12 new subscribers
    - Most viewed sites: calendar, board meeting, community events
- Social Media Statistics for February.
  - 8.1k views – Facebook
  - 110k views – Instagram

### Miscellaneous Updates

- We are pleased to announce three new 2026 sponsors: Blue Anthem has renewed as a Highlands Hero, SMUD has renewed as a Community Catalyst Sponsor, and Raising Cane's has joined as a Community Helper Sponsor. We sincerely thank them for their continued support and partnership.
- Site Coordinator, Julissa, attended the 2026 Virtual Site Coordinator Symposium hosted by the California Afterschool Network and the California Department of Education on February 4.
- Staff attended and tabled at the 2026 GCC Community School Summit on February 5.
- Staff attended the YTRS "Big Summer Swap Ideas & Resources" training on February 10. Representatives from agencies across the Sacramento region shared resources, exchanged ideas, and

collaborated on solutions. Staff gained valuable insights, including survey results on pricing, training and camp lengths, field trips, and more.

- Staff attended and tabled at CCAA's Black History Parade on February 21.
- Staff member Rachel attended the Community Schools Advisory meeting with GCC on February 24.
- Paint the Parks received its fourth award from the California Parks and Recreation Society (CPRS), earning the Innovation Award of Excellence. The initiative will be honored with a video tribute, an award presentation, inclusion on the Best of the Best Recognition Wall at the CPRS Connections 2026 Conference, and promotion through the CPRS Spring Issue magazine, website, and social media.



Cupid's Crew Valentine Dance



Dragon's Den



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator  
FROM: Rachel Robertson, Recreation Superintendent  
DATE: March 12, 2026  
SUBJECT: Quarterly Recreation Report

**BACKGROUND**

North Highlands Recreation & Park District holds a policy under section “Code of Conduct” policy number 2340.16 that states:” The District shall provide quarterly program analysis reports to the Board of Directors in September, December, March, and June. Reports shall include program-specific expenditures and revenues, highlight variances, and assess alignment with the District’s annual Goals and Objectives. This reporting ensures fiscal accountability and supports data-driven decisions that reflects the District’s strategic priorities.”

**DISCUSSION**

The Recreation Division has prepared a worksheet that details the following for each program and event:

- Enrollment figures, including subsidized and sponsored spots
- Total revenue and expenditures per program/event
- Net financial outcome

Beyond this quarterly reporting, Recreation staff conduct ongoing analysis throughout the year to monitor program health and community impact.

- **Monthly Seasonal Analysis:** Staff review current enrollment numbers to evaluate progress, adjust marketing strategies, and identify programs that may need additional support.
- **End-of-Program Analysis:** At the conclusion of each program, staff prepare an analysis that includes pre-, mid-, and post-program preparation and performance review. This allows the team to evaluate staffing, logistics, partnerships, and participant experience for continuous improvement.

For Winter 2025-26, the Recreation team brought in \$121, 480.00 in revenue and \$63,736.51 in expenditures, with a net profit of \$57,743.49.

**ADVISORY**

This report is provided for informational purposes only. No action or recommendation is required at this time.

## QUARTERLY REPORT - WINTER 25-26

Program and Events	Program/ Event Fee	Enrollment (CJUSD)	Enrollment (TRUSD)	Enrollment (Paid Side)	Enrollments (Scholarships)	Total \$ Paid After Scholarship	Total Enrollment	Total Revenue for the Season	Total Expenditures for the Season	Net (+/-)	Notes
Adult & Senior Pickleball (Dec - Feb)	\$ 10.00	0	0	0	0	\$ -	0	\$ -	\$ 31.16	\$ (31.16)	
Adult Coed Power Volleyball - Team Signup	\$ 190.00	0	0	4	0	\$ -	4	\$ 760.00	\$ 546.00	\$ 214.00	
Senior Dance	\$ -	0	0	0	0	\$ -	0	\$ -	\$ 300.00	\$ (300.00)	
Senior Field Trip High Hand Nursery	\$ 35.00	0	0	6	1	\$ 17.50	7	\$ 227.50	\$ 300.00	\$ (72.50)	
Senior Harvestime	\$ -	0	0	0	0	\$ -	0	\$ -	\$ 1,807.86	\$ (1,807.86)	
Senior Move Day	\$ -	0	0	0	0	\$ -	0	\$ -	\$ 16.97	\$ (16.97)	
Special Event - Breakfast with Santa	\$ 8.00	0	0	118	0	\$ -	118	\$ 944.00	\$ 759.26	\$ 184.74	
Special Event - Cupid's Crew Valentine Dance	\$ 8.00	0	0	55	0	\$ -	55	\$ 440.00	\$ 1,070.06	\$ (630.06)	Raising Cane's
Special Event - Holiday Extravaganza Vendors	\$ 30.00	0	0	1	0	\$ -	1	\$ 30.00	\$ 4,487.84	\$ (4,457.84)	
Special Event - Rockin' Around NH	\$ -	0	0	0	0	\$ -	0	\$ -	\$ 953.33	\$ (953.33)	
Toddler - Pee Wee Basketball	\$ 55.00	0	10	12	0	\$ -	22	\$ 1,210.00	\$ 990.97	\$ 219.03	
Youth - Dragon's Den	\$ 28.00	72	0	0	0	\$ -	51	\$ 102,816.00	\$ 38,876.36	\$ 63,939.64	72 participants x \$28/day x 51 days
Youth & Teen Cooking	\$ 25.00	0	60	20	0	\$ -	80	\$ 2,000.00	\$ 576.89	\$ 1,423.11	
Youth & Teen Dance Workshop (Dec - Feb)	\$ 42.00	0	60	2	0	\$ -	62	\$ 2,604.00	\$ 2,083.00	\$ 521.00	
Youth Basketball League 2nd - 7th Grade	\$ 78.00	0	10	77	7	\$ 273.00	94	\$ 7,059.00	\$ 7,604.50	\$ (545.50)	Equipment, staffing, shirts, marketing, referees
Youth Basketball Open Gym	\$ -	0	0	0	0	\$ -	0	\$ -	\$ 222.00	\$ (222.00)	
Youth Beginner Ballet Class (Dec - Feb)	\$ 42.00	0	30	0	0	\$ -	30	\$ 1,260.00	\$ 1,116.62	\$ 143.38	
Youth Cheer	\$ 56.00	0	10	9	0	\$ -	19	\$ 1,064.00	\$ 601.92	\$ 462.08	
Youth Hobby Hop: Cocoa and Canvas	\$ 25.00	0	10	1	0	\$ -	11	\$ 275.00	\$ 125.42	\$ 149.58	
Youth Winter Break Camp - Music Makers	\$ 51.00	0	0	15	1	\$ 25.50	16	\$ 790.50	\$ 1,266.35	\$ (475.85)	
		72	190	320	9	\$ 316.00	570	\$ 121,480.00	\$ 63,736.51	\$ 57,743.49	



**California Special  
Districts Association**

*Districts Stronger Together*

**DATE:** February 9, 2026

**TO:** CSDA Voting Member Presidents and General Managers

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT C**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2027 - 2029 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.  
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**Nomination Procedures:** Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 10, 2026. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814  
Fax: 916.442.7889  
E-mail: [amberp@csga.net](mailto:amberp@csga.net)

**Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.**

CSDA will begin electronic voting on June 9, 2026. All votes must be received through the system no later than 5:00 p.m. July 24, 2026. The successful candidates will be notified no later than July 31, 2026. All selected Board Members will be introduced at the CSDA Annual Conference in Palm Desert, CA in August 2026.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

<b>Northern Network</b>	Seat C – Fred Ryness, Director, Burney Water District*
<b>Sierra Network</b>	Seat C – Pete Kampa, General Manager, Groveland Community Services District*
<b>Bay Area Network</b>	Seat C – Antonio Martinez, Director, Contra Costa Water District*
<b>Central Network</b>	Seat C – Curtis Jorritsma, General Manager, Hilmar County Water District*
<b>Coastal Network</b>	Seat C – Vince Ferrante, Director, Moss Landing Harbor District*
<b>Southern Network</b>	Seat C – Nikki Winslow, District Director, Altadena Library District*

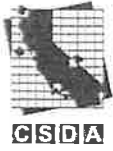
(\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district June 9, 2026. All votes must be received through the system no later than 5:00 p.m. July 24, 2026.*

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csga.net](mailto:amberp@csga.net) **by April 24, 2026** in order to ensure that you will receive a paper ballot on time.*

**CSDA will mail paper ballots on June 9, 2026 per district request only.**

If you have any questions, please contact Amber Phelen at [amberp@csga.net](mailto:amberp@csga.net).



California Special  
Districts Association  
*Districts Stronger Together*

**2027-2029 TERM BOARD OF DIRECTORS NOMINATION FORM**

Name of Candidate: \_\_\_\_\_

Title/District: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Network: \_\_\_\_\_ (see map)

Telephone: \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS:***

**April 10, 2026 at 5:00 p.m.**



California Special  
Districts Association  
*Districts Stronger Together*

## 2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List your involvement in civic and/or non-profit organization:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

# DISTRICT NETWORKS



## 2026 Board of Directors by Networks

### Northern Network

Greg Orsini, *McKinleyville Community Service District*  
 Fred Ryness, *Burney Water District*  
 Kevin Phillips, *Paradise Irrigation District*

### Sierra Network

Steve Palmer, *Donner Summit Public Utilities District*  
 Pete Kampa, *Groveland Community Services District*  
 Noelle Mattock, *El Dorado Hills Community Services District*

### Bay Area Network

Kathryn Slater-Carter, *San Mateo County Harbor District*  
 Ryan Clausnitzer, *Alameda County Mosquito Abatement District*  
 Antonio Martinez, *Contra Costa Water District*

### Central Network

Curtis Jorritsma, *Hilmar County Water District*  
 Patrick Ostly, *North of River Sanitary District*  
 Lorenzo Rios, *Clovis Veterans Memorial District*

### Coastal Network

Scott Duffield, *Heritage Ranch Community Services District*  
 Vincent Ferrante, *Moss Landing Harbor District*  
 Elaine Magner, *Pleasant Valley Recreation & Park District*

### Southern Network

Don Bartz, *Phelon Pinon Hills Community Services District*  
 Jo MacKenzie, *Vista Irrigation District*  
 Nikki Winslow, *Altadena Library District*

Last Updated December 2025

# NORTH HIGHLANDS RECREATION AND PARK DISTRICT

## BOARD MEETING MINUTES

### REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: February 12, 2026

Time: 6:34 p.m. – Regular Meeting

Place: North Highlands District Offices (6040-Watt Avenue, North Highlands, CA)

Member Present: Joanna McVay, Crystal Harding, Pat Williams

Members Absent: Beau Reynolds, Zachary Freels

Staff Present: Scott Graham, Administrator  
Rachel Robertson, Recreation Superintendent  
Kevin Kelly, Park Superintendent  
Terri Smith, Administrative Service Manager

Guests Present: Charitzeny Gonzalez, Martha Susouna, Morgan Kelly, and other Center High School Students

#### **MEETING TO ORDER:**

Chairperson McVay called the meeting to order at 6:34 p.m.

#### **COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS**

Students from Center High School talked about their project regarding writing an essay on two different meetings held by elective officials.

#### **ADMINISTRATOR'S REPORT:**

##### Oral Report by Administrator Scott Graham with questions and comments from the Board:

- Scott added to his report that Dane Waddell, our area representative for CSDA, invited him to a meeting at Assemblyman Hoover's office at the end of the month along with representatives from Sac Suburban and one other special district. The meeting will be held February 27<sup>th</sup>.
- 

##### Oral Report by Park Superintendent Kevin Kelly with questions and comments from the board:

- Kevin added that he did reach out to a few businesses that were using Productive Parks Software. He stated that he talked to a gentleman who from Manteca, who gave him good feedback and stated that Manteca was using a very larger program then switched to Productive Parks Software and Kevin handed out an email he received from Mr. Ventura from the Fair Oaks District.

##### Oral report by Recreation Superintendent Rachel Robertson-Murray with questions and comments from the Board:

- Rachel wanted to highlight Republic Services are our newest sponsors.
- Rachel stated that she and Kayla presented at the Park Forum for the Paint the Parks program.

- Rachel added that North Highlands Recreation and Park District has received an award from CPRS, the Innovated Excellence Award, for the state. She stated that this is the fourth award that the District received for Paint the Parks.

**CORRESPONDENCE:**

None

**REPORTS FROM STANDING COMMITTEES:**

Board Member Williams stated that the Facility Development Committee meeting will be under New Business.

**CONSENT CALENDAR**

Board Members went over the minutes, expenditures, and revenue reports.

**2/1/26**

Motion by Board Member Williams, seconded by Board Member Harding to approve the consent calendar with changes to minutes from Chairperson McVay.

AYES: McVay, Williams, Harding,  
 NOES: -0-  
 ABSTAIN: -0-  
 ABSENT: Freels, Reynolds

**UNFINISHED BUSINESS**

- A. Policy Revision: 5020 Method of Transacting Business; Required Vote  
 Administrator Graham went over his Policy Revision report.

**2/2/26**

Motion by Board Member Harding, seconded by Board Member Williams to approve Policy 5020 Method of Transacting Business; Required Vote and add a revision for policy criteria virtual meeting during engagement.

AYES: McVay, Williams, Harding,  
 NOES: -0-  
 ABSTAIN: -0-  
 ABSENT: Freels, Reynolds

- B. Westwood monthly update.  
 Board Members went over the Westwood Sierra Creek Park – Progress Update questions and clarification for NHRPD Preparation Activities.

Board Members stated that they would like to schedule Karen Folsom, Westwood PS to come to May 2026 Regular Board Meeting.

**NEW BUSINESS**

- A. Tentative Dog Park Plan  
 Administrator Graham gave a quick introduction on this topic; he stated that they have been looking at all of our park properties and all of the things we do not have. He stated that led us to the Disc Golf at Memorial Park. He stated that we would like to see feasibility for a dog park in one of our parks facilities as well. He stated that Park

Superintendent Kelly and Recreation Superintendent Robertson-Murray took the lead on this.

Recreation Superintendent Robertson-Murray went over her conceptual report with a lengthy question and comments from the board members.

- Site Freedom Park
- Approximately budget \$50,000 to \$150,000
- Tentative Project Timeline - Survey
  - Website
  - On-site Park Signage
  - Social Media
  - Park Spotlight
  - And at any of the District's Events.
- Have it on April's Board Meeting for discussion

**CHAIRPERSON'S REPORT:**

None

**COMMENTS FROM BOARD MEMBERS:**

Board Member Harding stated Happy Black History Month.

Board Member Harding wanted to shout out the District's staff birthdays: Administrator Scott Graham, Sergio Portela and Board Member Williams.

Board Member Harding stated happy birthday and anniversary to all employees in the month of February.

**ADJOURNMENT**

Chairperson McVay adjourned the regular board meeting at 7:39 pm.

**DATE, TIME, AND PLACE OF MEETING**

The next regular meeting of the Board of Directors will be on March 12, 2026, at 6:30 p.m. in the North Highlands Recreation Center, 6040-Watt Avenue, North Highlands, CA.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

**NORTH HIGHLANDS RECREATION & PARK DISTRICT**  
**BILLING REPORT MARCH 2026**  
**(Bills paid in February 2026)**

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
	<b><u>BENEFITS</u></b>			
1210	Retirement	Voya	Feb-26	\$ 6,279.39
1230	Insurance	California Choice	Mar-26	\$ 11,554.41
1230	" " "	CoPower	Mar-26	\$ 1,282.50
1240	Workers' Comp	CAPRI	4th Quarter	\$ -
	<b>Total</b>			<b>19,116.30</b>

**SERVICES & SUPPLIES**

			CARDPD,CPRS,Southwest,One FoodService (Conferences,Refund,ParkPresentation)	\$ 1,969.63
2029	Bus & Conf Exp	USBank		\$ 1,969.63
2035	Educa/Trng	USBank	CPRS,Foundation (Training)	\$ 215.00
2039	Empl Trans	Jew, Kelly	Jan 2026 Mileage	\$ -
2039	" " "	Kersevan, Chirs	Jan 2026 Mileage	\$ 38.64
2039	" " "	Mayberry, Sarah	Jan 2026 Mileage	\$ 26.90
2039	" " "	Murray, Rachel	Jan 2026 Mileage	\$ 7.90
2039	" " "	Thayer, Kayla	Jan 2026 Mileage	\$ 29.44
2039	" " "	Young, Megan	Jan 2026 Mileage	\$ 49.37
2076	Office Sup	FlexTG	Copies	\$ 195.31
2076	" " "	USBank	Amazon,CannonDirect(Supplies)	\$ 407.90
2081	Postage	Roctet Design	Postcard	\$ 6,499.44
2085	Printing	USBank	Dazzle	\$ 682.36
2104	Agri/Hort	GreenAcres	Supplies	\$ 6.64
2111	Bldy Maint. Serv.	USBank	J&J Locksmith (Keys)	\$ 32.33
2112	Bldg Maint. Supplies	Home Depot	Supplies	\$ 155.45
2112	" " "	Home Depot	Supplies	\$ 95.57
2112	" " "	USBank	Tractor Supplies,Ikea,Amazon(Supplies)	\$ 608.87
2112	" " "	Home Depot	Supplies	\$ 93.44
2112	" " "	Home Depot	Supplies	\$ 113.57
2122	Chemical Sup	USBank	Amazon, (Supplies)	\$ 47.20
2122	" " "	Target Specialty	Supplies	\$ 540.33
2132	Elec Sys Sup	Home Depot	Supplies	\$ 161.56
2142	Land Imp Sup	USBank	GreenAcres (Supplies)	\$ 8.46
2142	" " "	Sierra Pacific Turf	Supplies	\$ 1,706.76
2168	Plumbing	Buttes	Supplies	\$ 150.86
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 223.26
2191	" " "	SMUD	700000346 District	\$ 3,046.65
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 74.23
2191	" " "	SMUD	2733018 Aztec	\$ -
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 82.91
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 876.37
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.32
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ -
2193	" " "	Public Works	Jan 2026	\$ 1,158.50
2195	Sewage	Sac Utilities	2802 Perrin	\$ -
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 138.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ 138.70
2195	" " "	Sac Utilities	3929 Karl Dr.	\$ 138.70
2195	Sewage	Sac Utilities	6040 Watt	\$ 399.73
2195	" " "	Sac Utilities	3721 Navaho Dr.	\$ 778.66

**NORTH HIGHLANDS RECREATION & PARK DISTRICT**  
**BILLING REPORT MARCH 2026**  
**(Bills paid in February 2026)**

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<b><u>SERVICES &amp; SUPPLIES</u></b>				
2197	Tele & Teleg	Comcast	Service - Shop	\$ 106.12
2197	" " "	Comcast	Service - District	\$ 279.05
2197	" " "	USBank	T-Mobile (Rec Cell Phone)	\$ 302.17
2197	" " "	Telepacific	Service	\$ 1,169.84
			Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip, Karl Dr., Strizek, Karl&Rosario, Planehaven, Wings Way, 6040	
2198	Water	Sac Suburban	Watt, Freedom	\$ 4,696.09
2198	" " "	CA/American	Chardonnay	\$ 747.95
2198	" " "	CA/American	Sierra	\$ 747.95
2205	Auto Maint. Srv.	NH Tire Pros	Services 2008 Ford Truck	\$ 687.03
			AutoZone, StickerMule, Amazon, Quick	
2205	" " "	USBank	Quack, O'Reilly (Supplies/Services)	\$ 540.51
2205	" " "	J&T Auto	Services F150 2011	\$ 120.00
2205	" " "	Home Depot	Supplies	\$ 383.30
2205	" " "	O'Reilly	Supplies	\$ 15.35
2205	" " "	O'Reilly	Supplies	\$ 126.98
2211	Construction Equip Srv.	Turf Star	Services	\$ 387.18
2211	" " "	Turf Star	Services	\$ 209.22
2211	" " "	CH Heights	Services	\$ 80.78
2226	Expand Tools	USBank	Harbor Freight (supplies)	\$ 67.83
2275	Rents & Leases	Cintas	Services	\$ 117.09
2275	" " "	DLL Financial	Copier	\$ 203.95
2275	" " "	CIT-Avaya	Phone Equip.	\$ 418.26
2275	" " "	Sac Valley Alarm	6040 Watt	\$ 294.36
2281	Shop Equip Srv.	CH Mowers	Services	\$ 483.10
2314	Clothing	American Logowear	Maintenance	\$ 294.52
2314	" " "	American Logowear	Recreation	\$ 1,554.42
2322	Custodial Sup	Walkers Express	Janitorial Supplies	\$ 620.38
2322	" " "	Walkers Express	Janitorial Supplies	\$ 73.80
2322	" " "	Walkers Express	Janitorial Supplies	\$ 578.33
2322	" " "	Walkers Express	Janitorial Supplies	\$ 88.53
2322	" " "	Walkers Express	Janitorial Supplies	\$ 243.38
			HighHandCafe, KFC, FoodMaxx, Dominoes, W almart, Jimboys, TacoBell, Canes, Amazon (SrFieldTrip, Harvestime, DragonsDen,	
2332	Food	USBank	CookingClass, CupidCrew	\$ 1,685.97
2444	Medical Supplies	USBank	CardioPartners	\$ 673.44
2531	Legal	Kreisberg Law	Jan 2026	\$ -
2531	" " "	BKS Law Firm	Jan 2026	\$ 135.00
2591	Other Prof Srv.	Knight Watch	Feb 1-28	\$ 5,936.00
2591	" " "	FlreCode	6040 Services	\$ 618.31
			GoldenHills, OpenAI, PostIt, Starlink, Procure, Adobe, Microsoft, Streamline, WWhenIWork, Google (Services, Subscription, Fingerprints,	
2591	" " "	USBank	DragonsDen, Programs, Website, Scheduler)	\$ 1,104.48
2591	" " "	Cintas	Services	\$ 208.56
2591	" " "	DOJ	Rec fingerprints	\$ 32.00
2591	" " "	FlreCode	6040 Services	\$ 822.93

**NORTH HIGHLANDS RECREATION & PARK DISTRICT**  
**BILLING REPORT MARCH 2026**  
**(Bills paid in February 2026)**

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<b><u>SERVICES &amp; SUPPLIES</u></b>				
2851	Recreation Srv.	Holiday Goo	Spring Extrav	\$ 895.40
2851	" " "	Ford, Stacie	Dance Instructor	\$ 1,141.60
2851	" " "	USBank	ScienceAlliance (DragonsDen)	\$ 420.00
			Walmart,Amazon,OTC (Gameday,SrMovies,PWBall, Holiday Extrav,Supplies,DragonsDen,HobbyHop, CupidsCrew.	
2852	Recreation Sup	USBank		\$ 956.64
2871	Transportation	USBank	Enterprise,TownMart (Rental,Gas)	\$ 180.03
			(Bank Fees/Bank Analysis Fees\$45.07/ Active Fee \$469.20)	
2898	Other Oper Exp	NHRPD - BANK FEES		\$ 514.27
2898	" " "	USBank	SacCounty (parking)	\$ 5.25
	<b>TOTAL</b>			<b>\$ 51,875.01</b>

**FIXED ASSETS**

4201	Building Improvement			\$ -
4202	Structures	Miracle Playsystems	Freedom Park	\$ 51,958.13
4202	" " "	Miracle Playsystems	Freedom Park	\$ 87,003.49
4202	" " "	County of Sac	Improvement Plan	\$ 1,673.20
4202	" " "	Applied Landscape	Freedom Park	\$ 3,094.70
4202	" " "	Concrete By 3 Brothers	Capehart	\$ 14,357.80
4303	Equipment			\$ -
	<b>TOTAL</b>			<b>\$ 158,087.32</b>

<b>Total District Salaries</b>	(FEBRUARY 2 PAY DAY)	\$ 114,073.32
<b>Total District EDD</b>	(FEBRUARY 2 PAY DAY)	\$ 812.94
<b>Total District OASDI</b>	(FEBRUARY 2 PAY DAY)	\$ 8,710.59
		<b>\$ 123,596.85</b>

**DISTRICT TOTALS**

**\$352,675.48**

9429	Building Rental			
9646	Rec Fees & Charges	CARTER, ZACHARY	REFUND 4TH-5TH BBALL	\$ 78.00
9646	" " "	Mocan, Daniel	Gym Rental Refund	\$ 135.00
9646	" " "			

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BOARD MEMBER

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BOARD MEMBER

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BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		<b>NORTH HIGHLANDS RECREATION &amp; PARK DISTRICT</b>							
2		<b>REVENUE REPORT - FEBRUARY 2026</b>							
3									
4	<b>CODE</b>	<b>CLASSIFICATION</b>	<b>BUDGET</b>	<b>MONTH'S</b>	<b>REF/REIM</b>	<b>TO DATE</b>	<b>UNREALIZED</b>	<b>PERCENT</b>	
5	<b>FACILITY RENTALS</b>								
6	9429	Community Center	\$24,000.00	5,677.25	0.00	19,887.75	4,112.25		
7	9429	Recreation Center	\$1,000.00	71.00	0.00	2,751.00	-1,751.00		
8	9429	<b>TOTAL</b>	<b>\$25,000.00</b>	<b>5,748.25</b>	<b>0.00</b>	<b>22,638.75</b>	<b>2,361.25</b>	<b>91%</b>	
9									
10	<b>LEASED PROPERTY</b>								
11	9690	Strizek Lease	\$0.00	2,386.93	0.00	21,427.57	-21,427.57		
12	9690	Capehart Lease - Day Care	\$0.00	3,482.00	0.00	27,325.00	-27,325.00		
13	9690	Freedom Park Lease - Softball	\$0.00	5,750.00	0.00	33,250.00	-33,250.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,500.00	-5,500.00		
15	9690	<b>TOTAL</b>	<b>\$125,014.00</b>	<b>11,618.93</b>	<b>0.00</b>	<b>87,502.57</b>	<b>37,511.43</b>	<b>70%</b>	
16									
17	<b>REVENUE, OTHER</b>								
18	9790	Antelope Little League	\$0.00	0.00	0.00	0.00	0.00		
19	9790	ARPA - Planehaven	\$0.00	0.00	0.00	156,186.24	-156,186.24		
20	9790	C.U.S.D. Reim - Meals Summer	\$0.00	0.00	0.00	24,108.01	-24,108.01		
21	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	0.00	0.00		
22	9790	NH Yth Soccer Club Team Fees	\$0.00	0.00	0.00	1,785.00	1,785.00		
23	9790	Per Capita Reim	\$0.00	0.00	0.00	0.00	0.00		
24	9790	Prop 68 Reim	\$0.00	48,878.00	0.00	123,169.00	123,169.00		
25	9790	Property Sale 2 Trucks	\$0.00	0.00	0.00	1,094.00	1,094.00		
26	9790	Reim - CAPRI Stolen Fence	\$0.00	0.00	0.00	0.00	0.00		
27	9790	Reim - CITI Home Depot	\$0.00	0.00	0.00	844.45	844.45		
28	9790	Reim - DLL Overpayment	\$0.00	0.00	0.00	0.00	0.00		
29	9790	Reim - CJUSD Water Fountain	\$0.00	0.00	0.00	0.00	0.00		
30	9790	Reim Graham	\$0.00	0.00	0.00	0.00	0.00		
31	9790	Reim SDFL Conference	\$0.00	0.00	0.00	0.00	0.00		
32	9790	TRUSD - Reim - Meals Summer	\$0.00	0.00	0.00	706.75	-706.75		
33	9790	TRUSD - Property Sale	\$0.00	0.00	0.00	369,862.53	-369,862.53		
34	9790	USBank Incentive	\$0.00	0.00	0.00	946.68	-946.68		
35			<b>\$1,011,000.00</b>	<b>48,878.00</b>	<b>0.00</b>	<b>678,702.66</b>	<b>332,297.34</b>	<b>67%</b>	
36									
37	<b>AQUATICS</b>								
38	9646	Swim Lesson	\$7,800.00	0.00	0.00	0.00	7,800.00		
39		<b>TOTAL</b>	<b>\$7,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,800.00</b>	<b>0%</b>	
40									
41	<b>DAY CARE PROGRAM</b>								
42	9646	Dragon's Den	\$362,880.00	72,809.64	0.00	420,677.92	-57,797.92		
43	9646	Dragon's Den FALL Camp	\$3,120.00	0.00	0.00	6,690.63	-3,570.63		
44	9646	Dragon's Den OCTOBER Camp	\$5,120.00	0.00	0.00	11,485.38	-6,365.38		
45	9646	Dragon's Den SPRING Camp	\$5,120.00	0.00	0.00	0.00	5,120.00		
46	9646	Dragon's Den SUMMER Camp	\$34,800.00	0.00	0.00	19,885.72	14,914.28		
47	9646	Fall Break Camp	\$3,120.00	0.00	0.00	3,315.00	-195.00		
48	9646	Spring Break Camp	\$5,120.00	256.00	0.00	5,136.00	-16.00		
49	9646	Summer Kids Camp	\$57,360.00	0.00	0.00	47,760.00	9,600.00		
50	9646	Winter Camp	\$2,040.00	0.00	0.00	739.50	1,300.50		
51		<b>TOTAL</b>	<b>\$478,680.00</b>	<b>73,065.64</b>	<b>0.00</b>	<b>\$515,690.15</b>	<b>-37,010.15</b>	<b>108%</b>	
52									
53	<b>TODDLER PROGRAMS</b>								
54	9646	Tot Spot 2 day session	\$170.00	0.00	0.00	34.00	136.00		
55	9646	Tot Spot 3 Day session	\$750.00	25.00	0.00	1,005.00	-255.00		
56	9646	TOTS Music in the Park	\$0.00	0.00	0.00	300.00	-300.00		
57		<b>TOTAL</b>	<b>\$920.00</b>	<b>\$25.00</b>	<b>\$0.00</b>	<b>\$1,339.00</b>	<b>-419.00</b>	<b>146%</b>	
58									
59	<b>SPECIAL EVENTS</b>								
60	9646	Breakfast with Santa	\$800.00	0.00	0.00	1,003.00	-203.00		
61	9646	Cupid Crew Dance	\$440.00	200.00	0.00	360.00	80.00		
62	9646	Extravaganza Vendors	\$540.00	0.00	0.00	120.00	420.00		
63	9646	Fathers Day Nerf War Meal	\$60.00	0.00	0.00	0.00	60.00		
64	9646	Fathers Day Nerf War	\$160.00	0.00	0.00	0.00	160.00		
65	9646	Forrest of Lights	\$0.00	0.00	0.00	0.00	0.00		
66	9646	Mothers Day KickBall	\$160.00	0.00	0.00	0.00	160.00		
67	9646	Pickleball and Pals	\$160.00	0.00	0.00	0.00	160.00		
68		<b>TOTAL</b>	<b>\$2,320.00</b>	<b>200.00</b>	<b>0.00</b>	<b>1,483.00</b>	<b>837.00</b>	<b>64%</b>	
69									
70	<b>CONTRACT CLASSES</b>								
71	9646	Basketball Camp - Summer	\$1,560.00	0.00	0.00	0.00	1,560.00		
72	9646	Counseling Services - TEEN	\$672.00	0.00	0.00	0.00	672.00		
73	9646	Gotbuckets	\$0.00	0.00	0.00	0.00	0.00		
74	9646	Youth/Teen Dance	\$10,080.00	352.00	0.00	7,747.00	2,333.00		
75		<b>TOTAL</b>	<b>\$12,312.00</b>	<b>352.00</b>	<b>0.00</b>	<b>7,395.00</b>	<b>4,917.00</b>	<b>60%</b>	
76									
77									
78									

	A	B	C	D	E	F	G	H
79	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
80	<b>TEENS</b>							
81	9646	3x3Bball Summer	\$1,872.00	0.00	0.00	1,461.50	410.50	
82	9646	Teen Nights	\$512.00	0.00	0.00	96.00	416.00	
83	9646	Teen Volleyball Skills & Drills	\$880.00	0.00	0.00	1,392.00	-512.00	
84		<b>TOTAL</b>	<b>\$3,264.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,949.50</b>	<b>314.50</b>	<b>90%</b>
85								
86	<b>GYM/PARK RENTALS</b>							
87	9646	Field Rental - Brock Park	\$0.00	0.00	0.00	2,400.00	-2,400.00	
88	9646	Gym Rental-Capehart/R.P.	\$25,300.00	3,085.00	0.00	29,625.00	-4,325.00	
89	9646	Park Rentals	\$10,000.00	160.00	0.00	5,258.48	4,741.52	
90		<b>TOTAL</b>	<b>\$35,300.00</b>	<b>3,245.00</b>	<b>0.00</b>	<b>37,283.48</b>	<b>-1,983.48</b>	<b>106%</b>
91								
92	<b>YOUTH PROGRAMS</b>							
93	9646	2nd-3rd Bball -Winter	\$5,616.00	351.00	0.00	2,496.00	3,120.00	
94	9646	4th-5th Bball -Winter	\$4,680.00	663.00	0.00	2,418.00	2,262.00	
95	9646	6th-7th Bball -Winter	\$2,340.00	234.00	0.00	1,404.00	936.00	
96	9646	7-8 year Bball - Summer	\$0.00	0.00	0.00	-475.97	475.97	
97	9646	9-11 year Bball - Summer	\$0.00	0.00	0.00	1,776.00	-1,776.00	
98	9646	Cheer	\$672.00	0.00	0.00	1,102.00	-430.00	
99	9646	DodgeBall	\$870.00	58.00	0.00	608.00	262.00	
100	9646	Flag Football - youth	\$870.00	0.00	0.00	870.00	0.00	
101	9646	Hobby Hop Workshop (quarterly)	\$0.00	0.00	0.00	0.00	0.00	
102	9646	PW Basketball	\$660.00	0.00	0.00	992.50	-332.50	
103	9646	PW Sports	\$1,368.00	228.00	0.00	1,501.00	-133.00	
104	9646	Workshop (Misc.)	\$3,000.00	0.00	0.00	0.00	3,000.00	
105	9646	Youth Hobby Hop	\$0.00	0.00	0.00	441.00	-441.00	
106	9646	Youth/Teen Cooking	\$6,000.00	50.00	0.00	4,590.00	1,410.00	
107		<b>TOTAL</b>	<b>\$26,076.00</b>	<b>1,584.00</b>	<b>0.00</b>	<b>17,722.53</b>	<b>8,353.47</b>	<b>68%</b>
108								
109	<b>ADULT SPORTS</b>							
110	9646	Basketball Leauges	\$880.00	0.00	0.00	0.00	880.00	
111	9646	Per Player Sports League	\$520.00	0.00	0.00	0.00	520.00	
112	9646	Pickle Ball	\$240.00	0.00	0.00	20.00	220.00	
113	9646	Volleyball	\$3,040.00	190.00	0.00	1,520.00	1,520.00	
114		<b>TOTAL</b>	<b>\$4,680.00</b>	<b>190.00</b>	<b>0.00</b>	<b>1,540.00</b>	<b>3,140.00</b>	<b>33%</b>
115								
116	<b>SENIORS</b>							
117	9646	Field Trips	\$420.00	245.00	0.00	1,172.50	-752.50	
118		<b>TOTAL</b>	<b>\$420.00</b>	<b>\$245.00</b>	<b>\$0.00</b>	<b>\$1,172.50</b>	<b>-752.50</b>	<b>279%</b>
119								
120	<b>TAXES</b>							
121	9101	Prop Tax - Secured	\$1,800,000.00	0.00	0.00	967,450.43	832,549.57	
122	9102	Prop Tax - Unsec	\$69,000.00	0.00	76125.97	76,125.97	-7,125.97	
123	9103	Supp Prop Tax	\$33,000.00	0.00	6359.52	6,359.70	26,640.30	
124	9104	Prop Tax Sec Delinquent	\$16,000.00	0.00	0.00	18,571.82	-2,571.82	
125	9105	Prop Tax Supp Delinquent	\$3,500.00	0.00	0.00	2,862.19	637.81	
126	9106	Prop tax Unitary	\$16,000.00	0.00	0.00	3,659.87	12,340.13	
127	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
128	9130	Prop Tax - Prior Unsec	\$700.00	0.00	0.00	0.00	700.00	
129	9140	Prop Tax - Pently	\$250.00	0.00	0.00	0.00	250.00	
130	9196	RDA Residual	\$18,000.00	0.00	0.00	712.42	17,287.58	
131	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
132		<b>TOTAL</b>	<b>\$1,956,450.00</b>	<b>0.00</b>	<b>82485.49</b>	<b>1,075,742.40</b>	<b>880,707.60</b>	<b>55%</b>
133								
134	<b>INTEREST INCOME</b>							
135	9410	Interest Income	\$35,000.00	0.00	0.00	19,319.00	15,681.00	
136		<b>TOTAL</b>	<b>\$35,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,319.00</b>	<b>15,681.00</b>	<b>55%</b>
137								
138	9522	Homeowner Prop Tax	\$12,500.00	0.00	0.00	6,338.91	6,161.09	
139		<b>TOTAL</b>	<b>\$12,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,338.91</b>	<b>6,161.09</b>	<b>51%</b>
140								
141	<b>IN LIEU TAX</b>							
142	9529	In Lieu Tax	\$250,000.00	0.00	0.00	3,814.70	246,185.30	
143		<b>TOTAL</b>	<b>\$250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,814.70</b>	<b>246,185.30</b>	<b>0%</b>
144								
145	<b>MISC. Revenue</b>							
146	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
147		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
148								
149	<b>AID TO LOCAL GOVERNMENT</b>							
150	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
151		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
152								
153	<b>REDEVELOPMENT FUNDS</b>							
154	9533	Redevelopment Passthru	\$11,500.00	0.00	0.00	376.60	11,123.40	
155		<b>TOTAL</b>	<b>\$11,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>376.60</b>	<b>11,123.40</b>	<b>3%</b>
156								

	A	B	C	D	E	F	G	H
157	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
158	9429	Building Rental	\$25,000	5,748.25	0.00	22,638.75	2,361.25	91%
159	9646	Rec Fees & Charges	\$571,772	78,906.64	0.00	586,927.16	-15,155.16	103%
160	9100	Taxes	\$1,956,450	0.00	82485.49	1,075,742.40	880,707.60	55%
161	9410	Interest Income	\$35,000	0.00	0.00	19,319.00	15,681.00	55%
162	9522	Homeowner Prop Tax	\$12,500	0.00	0.00	6,338.91	6,161.09	51%
163	9529	In Lieu Tax	\$250,000	0.00	0.00	3,814.70	246,185.30	0%
164	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
165	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
166	9533	Redevelopmnet Funds	\$11,500	0.00	0.00	376.60	11,123.40	0%
167	9690	Lease Property	\$125,014	11,618.93	0.00	87,502.57	37,511.43	70%
168	9790	Revenue Other	\$1,011,000	48,878.00	0.00	522,516.42	488,483.58	52%
169		TOTAL	\$3,998,236	145,151.82	82,485.49	2,325,176.51	1,673,059.49	58%
170								
171		GENERAL RESERVED FUND	\$0					
172		CARRY OVER	\$809,868	0.00	0.00	0.00	0.00	0%
173								
174		TOTAL BUDGET	\$4,808,104	145,151.82	82,485.49	\$2,325,177	2,482,927.49	48%
175								
176		Scholarship		0.00				
177		Donations/Sponsorship		0.00				
178		Field Deposit		0.00				
179		Bldg Deposit		3500.00				
180		Bldg Guards		907.50				
181				4407.50				
182								
183	5420516	Employee Medical Reimbursement		0.00				
184	2191	SMUD Reim - Something Extra		390.00				
185	2192	PG&E Reim - Something Extra		20.00				
186	2193	Republic Serv. Reim - Something		100.00				
187	2195	Sewage Reim - Something Extra		240.00				
188	2198	Water Reim - Something Extra		110.00				
189				860.00				
190								
191		Total Revenue		150,419.32				
192								
193		Scholarship	\$0.00	0.00	0.00	11,291.75	-11,291.75	
194		Donations/Sponsorship	\$0.00	0.00	0.00	4,239.83	-4,239.83	
195		055000000	\$0.00	4,407.50	0.00	31,181.28	-31,181.28	
196		Contingency	\$250,000.00	0.00	0.00	0.00	250,000.00	
197		Park Dedication Acct 088L	\$0.00	66,462.00	0.00	959,934.44	-959,934.44	
198		Park Fees 346I	\$0.00	0.00	0.00	3,506,911.64	-3,506,911.64	
199		District Reserve Acct	\$0.00	0.00	0.00	2,160,216.00	-2,160,216.00	

	A	B	C	D	E	F	G
1	<b>NORTH HIGHLANDS RECREATION &amp; PARK DISTRICT</b>						
2	<b>EXPENDITURE REPORT - FEB 2026</b>						
3							
4	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
5	<b>ADMINISTRATION</b>						
6	<b>SALARIES &amp; BENEFITS</b>						
7	1110	Administrator-Scott	160,949	12,993.88	107,438.98	53,510.02	67%
8	1110	Administrative Srv. Mngr.	98,712	7,596.30	64,548.55	34,163.45	65%
9	1122	Board of Directors	9,840	121.28	3,726.40	6,113.41	38%
10		Sub-Total	269,501	20,711.46	175,713.93	93,786.88	65%
11	1210	Retirement	20,773	1,647.21	13,687.26	7,085.74	66%
12	1220	OASDI	20,617	1,584.42	13,435.11	7,181.89	65%
13	1230	Insurance	42,324	1,781.20	24,699.11	17,624.89	58%
14	1240	Worker's Comp.	3,480	0.00	2,946.84	533.16	85%
15	1250	Unemployment	490	0.00	224.00	266.00	46%
16		Sub-Total	87,682	5,012.83	54,992.32	32,691.68	63%
17		<b>TOTAL</b>	<b>357,185</b>	<b>25,724.29</b>	<b>230,706.25</b>	<b>126,479.56</b>	<b>65%</b>
18							
19	<b>SERVICES &amp; SUPPLIES</b>						
20	2005	Ad/Leg	1,000	0.00	578.63	421.37	58%
21	2022	Bks/Subs	151	0.00	176.60	-25.60	117%
22	2029	Bus Conf Exp	10,000	943.39	3,708.99	6,291.01	37%
23	2035	Educ/Trng	5,000	0.00	0.00	5,000.00	0%
24	2039	Empl Trans	2,000	49.37	448.16	1,551.84	22%
25	2051	Insurance	165,948	0.00	165,948.00	0.00	100%
26	2061	Memberships	13,500	0.00	12,603.00	897.00	93%
27	2076	Office Sups	12,000	289.63	5,647.64	6,352.36	47%
28	2081	Postage	1,000	0.00	92.38	907.62	9%
29	2085	Printing	2,500	0.00	844.00	1,656.00	34%
30	2197	Tele & Teleg	17,000	1,448.89	10,607.52	6,392.48	62%
31	2261	Office Equip Mtnc	8,000	0.00	2,613.62	5,386.38	33%
32	2275	Rents & Leases	10,502	622.21	8,016.79	2,485.21	76%
33	2332	Food Sups	2,000	0.00	1,829.57	170.43	91%
34	2444	Medical Supplies	500	314.97	500.00	0.00	100%
35	2505	Actg Svcs	42,600	17,730.99	27,230.99	15,369.01	64%
36	2531	Legal Svcs	25,000	135.00	19,295.91	5,704.09	77%
37	2591	Other Prof Svcs	21,520	499.29	11,563.62	9,956.38	54%
38	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
39	2819	Registration Service	0	0.00	0.00	0.00	0%
40	2880	PY Expenditure	0	0.00	0.00	0.00	0%
41	2898	Other Oper Exp	5,500	519.52	3,771.31	1,728.69	69%
42		<b>TOTAL</b>	<b>345,721</b>	<b>22,553.26</b>	<b>275,476.73</b>	<b>70,244.27</b>	<b>80%</b>
43							
44							
45	4202	Struct & Imp	860,500	23,349.28	140,331.83	720,168.17	16%
46	4303	Office Equipment	0	0.00	0.00	0	0%
47		<b>TOTAL</b>	<b>860,500</b>	<b>23,349.28</b>	<b>140,331.83</b>	<b>720,168.17</b>	<b>16%</b>
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	A	B	C	D	E	F	G
58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent- Rachel	110,940	8,536.92	72,543.82	38,396.18	65%
62	1110	Supervisor-Kayla	87,816	6,758.16	57,424.36	30,391.64	65%
63	1110	Rec. Coordinator - Chris	66,252	5,099.38	43,324.73	22,927.27	65%
64	1110	Rec Coordinator - Kelly	60,144	4,629.54	39,331.09	20,812.91	65%
65	1110	Rec Site Specialist-Sarah	52,740	4,060.00	34,490.00	18,250.00	65%
66	1122	Part Time - Office Asst.	33,540	2,487.75	19,371.75	14,168.25	58%
67	1122	Part Time	374,528	21,302.88	194,959.39	179,568.61	52%
68		Sub-Total	785,960	52,874.63	461,445.14	324,514.86	59%
69	1210	Retirement	30,231	2,326.71	19,769.05	10,461.95	65%
70	1220	OASDI	60,126	4,044.95	35,453.18	24,672.82	59%
71	1230	Insurance	41,630	3,559.54	27,795.15	13,834.85	67%
72	1240	Worker's Comp	11,901	0.00	7,450.83	4,450.17	63%
73	1250	Unemployment	14,578	505.22	2,274.46	12,303.54	16%
74		Sub-Total	158,466	10,436.42	92,742.67	65,723.33	59%
75		TOTAL	944,427	63,311.05	554,187.81	390,239.19	59%
76							
77	SERVICES & SUPPLIES						
78	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
79	2022	Books/Subs	0	0.00	0.00	0.00	0%
80	2029	Business/Conf Exp	10,000	846.24	5,851.71	4,148.29	59%
81	2035	Educ/Trng	3,000	215.00	1,083.00	1,917.00	36%
82	2039	Empl Trans	3,000	102.88	1,439.55	1,560.45	48%
83	2061	Memberships	750	0.00	0.00	750.00	0%
84	2065	Film Svcs	0	0.00	0.00	0.00	0%
85	2076	Office Svcs	2,500	313.58	1,803.01	696.99	72%
86	2081	Postage	25,700	6,499.44	19,231.94	6,468.06	75%
87	2085	Printing	4,000	682.36	2,047.08	1,952.92	51%
88	2197	Tele & Teleg	2,300	302.17	1,524.64	775.36	66%
89	2261	Office Equip Mtn	2,500	0.00	1,154.91	1,345.09	46%
90	2314	Clothing	6,500	1,554.42	4,111.22	2,388.78	63%
91	2332	Food	10,700	1,685.97	7,630.98	3,069.02	71%
92	2444	Med Svcs	800	0.00	644.61	155.39	81%
93	2591	Other Prof Svcs	16,000	429.19	6,414.63	9,585.37	40%
94	2851	Rec Svcs	50,000	2,457.00	21,548.75	28,451.25	43%
95	2852	Rec Svcs	23,000	956.64	14,996.40	8,003.60	65%
96	2871	Transportation	4,000	80.03	2,188.70	1,811.30	55%
97	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
98			164,750	16,124.92	91,671.13	73,078.87	56%
99							
100	4202	Struct & Imp	0	0.00	0.00	0.00	0%
101			0	0.00	0.00	0.00	0%
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	A	B	C	D	E	F	G
115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Kevin	105,672	8,131.70	69,099.45	36,572.55	65%
119	1110	Supervisor - Sergio	87,816	6,758.16	57,424.36	30,391.64	65%
120	1110	Mtnc Worker II - Barry	67,908	4,744.69	16,862.67	51,045.33	25%
121	1110	Mtnc Wkr-Rodney	15,515	0.00	0.00	15,515.00	0%
122	1110	Mtnc Wkr-Barry/Larry	57,660	0.00	31,002.51	26,657.49	54%
123	1110	Mtnc Wkr-Simmons	57,660	4,438.46	36,607.31	21,052.69	63%
124	1110	Mtnc Wkr-Larry	52,344	4,744.94	35,304.19	17,039.81	67%
125	1110	Mtnc Wkr-Bradley/Charles	57,660	7,529.66	31,331.72	26,328.28	54%
126	1110	Mtnc Wkr-Isaiah	47,520	0.00	18,746.40	28,773.60	39%
127	1122	PT Maintenance Wkr	25,000	0.00	0.00	25,000.00	0%
128	1122	Lead Facilities Monitor/Custodian	26,208	0.00	1,090.25	25,117.75	4%
129	1122	Weekday & Weekend Bldg Monitor	42,640	4,139.34	34,683.44	7,956.56	81%
130		<b>Sub-Total</b>	<b>643,603</b>	<b>\$ 40,486.95</b>	<b>332,152.30</b>	<b>311,450.70</b>	<b>52%</b>
131	1210	Retirement	43,980	2,305.47	18,371.45	25,608.55	42%
132	1220	OASDI	49,236	3,081.42	25,199.82	24,036.18	51%
133	1230	Insurance	113,713	7,496.17	53,883.05	59,829.95	47%
134	1240	Worker's Comp.	90,974	0.00	44,943.87	46,030.13	49%
135	1250	Unemployment	2,940	614.34	1,250.35	1,689.65	43%
136		<b>Sub-Total</b>	<b>300,843</b>	<b>13,497.40</b>	<b>143,648.54</b>	<b>157,194.46</b>	<b>48%</b>
137		<b>TOTAL</b>	<b>944,446</b>	<b>53,984.35</b>	<b>475,800.84</b>	<b>468,645.16</b>	<b>50%</b>
138	SERVICES & SUPPLIES						
139	2029	Bus & Conf. Exp.	3,000	180.00	2,603.96	396.04	0%
140	2035	Educ/Trng	500	0.00	200.00	300.00	0%
141	2039	Empl Trans	500	0.00	119.21	380.79	24%
142	2061	Memberships	150	0.00	0.00	150.00	0%
143	2076	Office Sups	1,000	0.00	1,102.33	-102.33	110%
144	2104	Agri/Hort	5,000	6.64	2,669.56	2,330.44	53%
145	2111	Bldg Mtnc Svc	4,200	32.33	2,138.69	2,061.31	51%
146	2112	Bldg Mtnc Sups	12,000	1,066.90	8,726.00	3,274.00	73%
147	2122	Chem Sups	4,000	587.53	587.53	3,412.47	15%
148	2131	Elec Sys SVC	5,000	0.00	1,968.25	3,031.75	39%
149	2132	Elec Sys Sup	10,000	161.56	983.72	9,016.28	10%
150	2142	Land Imp Sup	30,000	1,715.22	5,522.55	24,477.45	18%
151	2162	Paint Sups	1,500	0.00	0.00	1,500.00	0%
152	2168	Plumbing Sups	10,000	150.86	5,179.91	4,820.09	52%
153	2191	Electricity	60,000	2,954.14	39,946.02	20,053.98	67%
154	2192	Natural Gas	7,000	947.60	3,581.76	3,418.24	51%
155	2193	Refuse	11,000	1,058.50	9,098.48	1,901.52	83%
156	2195	Sewage	7,000	1,354.49	5,421.24	1,578.76	77%
157	2197	Tele/Teleg	2,000	106.12	1,216.76	783.24	61%
158	2198	Water	125,000	6,081.99	93,393.45	31,606.55	75%
159	2205	Auto Mtnc Svc	14,000	1,873.17	6,759.89	7,240.11	48%
160	2211	Constr Equip Svc	6,000	677.18	3,132.87	2,867.13	52%
161	2226	Expend Tools	6,000	67.83	4,153.52	1,846.48	69%
162	2236	Fuels & Lubes	10,000	0.00	2,040.87	7,959.13	20%
163	2275	Rents & Leases	15,000	-210.76	9,009.59	5,990.41	60%
164	2281	Shop Equip Svc	1,600	483.10	1,329.83	270.17	83%
165	2292	Other Equip	11,000	0.00	6,585.00	4,415.00	60%
166	2314	Clothing	4,000	294.52	2,040.90	1,959.10	51%
167	2322	Cust Sup	22,500	1,604.42	11,668.89	10,831.11	52%
168	2444	Medical Sup	300	358.47	358.47	-58.47	119%
169	2591	Other Prof Svc	144,500	7,793.80	106,477.00	38,023.00	74%
170		<b>TOTAL</b>	<b>533,750</b>	<b>29,345.61</b>	<b>338,016.25</b>	<b>195,733.75</b>	<b>63%</b>
171							

	A	B	C	D	E	F	G
172	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
173	FIXED ASSETS						
174	4201	Building Improvement	200,000	0.00	0.00	200,000.00	0%
175	4202	Structures & Imp	494,000	156,414.12	283,565.44	210,434.56	57%
176	4303	Other Equip	80,000	0.00	68,260.93	11,739.07	85%
177			774,000	156,414.12	351,826.37	422,174	45%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		<b>DISTRICT TOTALS</b>					
231	<b>SALARIES &amp; BENEFITS</b>						
232	1110	FULL TIME SALARIES	1,139,787	81,961.79	715,480.14	424,306.86	63%
233	1122	PART TIME SALARIES	511,754	6,748.37	253,831.23	257,922.58	50%
234	1210	RETIREMENT	94,984	6,279.39	51,827.76	43,156.24	55%
235	1220	OASDI	129,979	8,710.79	74,088.11	55,890.89	57%
236	1230	INSURANCE	197,666	12,836.91	106,377.31	91,288.69	54%
237	1240	WORKER'S COMP	106,354	0.00	55,341.54	51,012.46	52%
238	1250	UNEMPLOYMENT	18,007	1,119.56	3,748.81	14,258.19	21%
239	1000	<b>SALARIES/BENEFITS</b>	<b>2,246,058</b>	<b>143,019.69</b>	<b>1,260,694.90</b>	<b>985,362.91</b>	<b>56%</b>
240							
241	<b>SERVICES &amp; SUPPLIES</b>						
242	2005	AD/LEGAL NOTICE	1,000	180.00	578.63	421.37	58%
243	2022	BOOKS/SUBS	151	0.00	176.60	-25.60	117%
244	2029	BUS/CONF EXP	23,000	1,789.63	12,164.66	10,835.34	0%
245	2035	EDUC/TRNG	8,500	215.00	1,283.00	7,217.00	15%
246	2039	EMPLOY TRANS	5,500	102.88	2,006.92	3,493.08	0%
247	2051	INSURANCE	165,948	0.00	165,948.00	0.00	100%
248	2061	MEMBERSHIPS	14,400	0.00	12,603.00	1,797.00	88%
249	2076	OFFICE SUPS	15,500	603.21	8,552.98	6,947.02	55%
250	2081	POSTAGE	26,700	6,499.44	19,324.32	7,375.68	72%
251	2085	PRINTING	6,500	682.36	2,891.08	3,608.92	44%
252	2104	AGRI/HORT	5,000	6.64	2,669.56	2,330.44	53%
253	2111	BLDG MTNC SVC	4,200	32.33	2,138.69	2,061.31	51%
254	2112	BLDG MTNC SUP	12,000	1,066.90	8,726.00	3,274.00	73%
255	2122	CHEM SUPS	4,000	587.53	587.53	3,412.47	15%
256	2131	ELEC MTNC SVC	5,000	0.00	1,968.25	3,031.75	39%
257	2132	ELEC MTNC SUP	10,000	161.56	983.72	9,016.28	10%
258	2142	LAND IMP SUP	30,000	1,715.22	5,522.55	24,477.45	18%
259	2162	PAINTING SUPS	1,500	0.00	0.00	1,500.00	0%
260	2168	PLUMBING SUPS	10,000	150.86	5,179.91	4,820.09	52%
261	2191	ELECTRICITY	60,000	2,954.14	39,946.02	20,053.98	67%
262	2192	NATURAL GAS	7,000	947.60	3,581.76	3,418.24	51%
263	2193	REFUSE	11,000	1,058.50	9,098.48	1,901.52	83%
264	2195	SEWAGE	7,000	1,354.49	5,421.24	1,578.76	77%
265	2197	TELE/TELEG	21,300	1,857.18	13,348.92	7,951.08	63%
266	2198	WATER	125,000	6,081.99	93,393.45	31,606.55	75%
267	2205	AUTO MTNC SVC	14,000	1,873.17	6,759.89	7,240.11	48%
268	2211	CONSTR EQUIP SVC	6,000	677.18	3,132.87	2,867.13	52%
269	2226	EXPEND TOOLS	6,000	67.83	4,153.52	1,846.48	69%
270	2236	FUELS / LUBES	10,000	0.00	2,040.87	7,959.13	20%
271	2261	OFF EQUIP MTNC	10,500	0.00	3,768.53	6,731.47	36%
272	2275	RENTS/LEASES	25,502	411.45	17,026.38	8,475.62	67%
273	2281	SHOP EQUIP SVCS	1,600	483.10	1,329.83	270.17	83%
274	2292	OTHER EQUIP SUPS	11,000	0.00	6,585.00	4,415.00	60%
275	2314	CLOTHING	10,500	1,848.94	6,152.12	4,347.88	59%
276	2322	CUST SUP	22,500	1,604.42	11,668.89	10,831.11	52%
277	2332	FOOD SUPS	12,700	1,685.97	9,460.55	3,239.45	74%
278	2444	MED SUPS	1,600	673.44	1,503.08	96.92	94%
279	2505	ACCOUNT SVC	42,600	17,730.99	27,230.99	15,369.01	64%
280	2531	LEGAL SVC	25,000	0.00	19,295.91	5,704.09	77%
281	2591	OTHER PROF SVCS	182,020	1,284.56	124,455.25	57,564.75	68%
282	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
283	2819	REGISTRATION SVC	0	314.97	0.00	0.00	0%
284	2851	RECREATION SVC	50,000	2,457.00	21,548.75	28,451.25	43%
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	A	B	C	D	E	F	G
286	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
287	2852	RECREATION SUP	23,000	956.64	14,996.40	8,003.60	65%
288	2871	TRANSPORTATION	4,000	80.03	2,188.70	1,811.30	55%
289	2880	PY EXPEND	0	0.00	0.00	0.00	0%
290	2898	OTHER OPER EXP	5,500	519.52	3,771.31	1,728.69	69%
291	2000	SERVICES/SUPPLIES	1,044,221	68,023.79	705,164.11	339,056.89	68%
292							
293	FIXED ASSETS						
294	4201	Building IIM	200,000	0.00	0.00	200,000.00	0%
295	4202	STRUCT & IMP	1,354,500	179,763.40	423,897.27	930,602.73	0%
296	4303	EQUIPMENT	80,000	0.00	68,260.93	11,739.07	0%
297	4000	FIXED ASSETS	1,634,500	179,763.40	492,158.20	1,142,342	0%
298							
299							
300	1000	SALARIES & BENE	2,246,058	143,019.69	1,260,694.90	985,362.91	56%
301							
302	2000	SERVICES & SUPP	1,044,221	68,023.79	705,164.11	339,056.89	68%
303							
304	4000	FIXED ASSETS	1,634,500	179,763.40	492,158.20	1,142,342	30%
305							
306		CONTINGENCY	200,000	0.00	48,000.00	152,000.00	24%
307							
308		RESERVE	640,544	0.00	0.00	0.00	0%
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311		TOTAL	5,765,323	390,806.88	2,506,017.21	2,618,762	43%
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**NORTH HIGHLANDS RECREATION & PARK DISTRICT**  
**CFD BILLING REPORT MARCH 2026**  
**(Bills paid in February 2026)**

<b><u>CODE</u></b>	<b><u>CLASSIF.</u></b>	<b><u>VENDOR</u></b>	<b><u>EXPLANATION</u></b>	<b><u>AMOUNT</u></b>
<b><u>BENEFITS</u></b>				
1210	Retirement	VOYA	Feb-26	\$ 355.08
1230	Insurance	CALIFORNIA CHOICE	Mar-26	\$ 1,287.58
1230	" " "	COPOWER	Mar-26	\$ 85.50
1240	Workers' Comp	CAPRI	4th Quarter	\$ -
	<b>Total</b>			<b>1,728.16</b>
 <b><u>SERVICES &amp; SUPPLIES</u></b>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 43.19
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 43.81
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ -
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 86.05
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 103.22
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 2,496.12
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 228.34
	<b>TOTAL</b>			<b>\$ 3,000.73</b>
 <b><u>FIXED ASSETS</u></b>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	<b>TOTAL</b>			<b>\$ -</b>
 <b>Total District Salaries</b> (FEBRUARY 2 PAY DAY) \$ 4,438.46				
<b>Total District EDD</b> (FEBRUARY 2 PAY DAY) \$ 40.98				
<b>Total District OASDI</b> (FEBRUARY 2 PAY DAY) \$ 339.55				
<b>\$ 4,818.99</b>				
 <b>DISTRICT TOTALS</b>				 <b>9,547.88</b>

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BOARD MEMBER

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BOARD MEMBER

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BOARD MEMBER

	A	B	C	D	E	F	G	H
1		<b>NORTH HIGHLANDS RECREATION &amp; PARK DISTRICT - CHERRY BLOSSOM PARK</b>						
2		<b>REVENUE REPORT - FEBRUARY 26</b>						
3								
4	<b>CODE</b>	<b>CLASSIFICATION</b>	<b>BUDGET</b>	<b>MONTH'S</b>	<b>REF/REIM</b>	<b>TO DATE</b>	<b>UNREALIZED</b>	<b>PERCENT</b>
5	<b>TAXES</b>							
6	9101	Prop Tax - Secured	\$0.00	0.00	0.00	0.00	0.00	
7	9102	Prop Tax - Unsec	\$0.00	0.00	0.00	0.00	0.00	
8	9103	Supp Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
9	9104	Prop Tax Sec Delinquent	\$0.00	0.00	0.00	0.00	0.00	
10	9105	Prop Tax Supp Delinquent	\$0.00	0.00	0.00	0.00	0.00	
11	9106	Prop tax Unitary	\$0.00	0.00	0.00	0.00	0.00	
12	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
13	9130	Prop Tax - Prior Unsec	\$0.00	0.00	0.00	0.00	0.00	
14	9140	Prop Tax - Pently	\$0.00	0.00	0.00	0.00	0.00	
15	9196	RDA Residual	\$0.00	0.00	0.00	0.00	0.00	
16		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
17								
18	<b>INTEREST INCOME</b>							
19	9410	Interest Income	\$1,800.00	0.00	0.00	925.00	875.00	
20		<b>TOTAL</b>	<b>\$1,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>925.00</b>	<b>875.00</b>	<b>51%</b>
21								
22	<b>CONCESSION OTHER</b>							
23	9490	Concession Other	\$0.00	0.00	0.00	0.00	0.00	
24		<b>TOTAL</b>						
25								
26	<b>USE OF MONEY/PROPERTY</b>							
27	9522	Homeowner Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
28		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
29								
30	<b>IN LIEU TAX</b>							
31	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
32		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
33								
34	<b>MISC. Revenue</b>							
35	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
36		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
37								
38	<b>AID TO LOCAL GOVERNMENT</b>							
39	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
40		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
41								
42	<b>REDEVELOPMENT FUNDS</b>							
43	9533	Redevelopment funds	\$0.00	0.00	0.00	0.00	0.00	
44		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
45								
46	<b>STATE AID</b>							
47	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
48		<b>TOTAL</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
49								
50	<b>SPECIAL ASSESSMENT</b>							
51	9603	Special Assessment	\$140,020.00	0.00	(99.25)	70,213.42	69,806.58	
52		<b>TOTAL</b>	<b>\$140,020.00</b>	<b>0.00</b>	<b>(99.25)</b>	<b>70,213.42</b>	<b>69,806.58</b>	<b>50%</b>
53								
54	<b>CODE</b>	<b>CLASSIFICATION</b>	<b>BUDGET</b>	<b>MONTH'S</b>	<b>REF/REIM</b>	<b>TO DATE</b>	<b>UNREALIZED</b>	<b>PERCENT</b>
55								
56	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
57	9410	Interest Income	\$1,800	0.00	0.00	925.00	875.00	0%
58	9490	Concession Other	\$0	0.00	0.00	0.00	0.00	0%
59	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
60	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
61	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
62	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
63	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
64	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
65	9603	Special Assessment	\$140,020	0.00	(99.25)	70,213.42	69,806.58	50%
66								
67		<b>TOTAL</b>	<b>\$141,820</b>	<b>0.00</b>	<b>(99.25)</b>	<b>71,138.42</b>	<b>70,681.58</b>	<b>50%</b>
68								
69	<b>GENERAL RESERVED FUND</b>							
70		<b>CARRY OVER</b>	<b>\$0.00</b>					
71								
72		<b>TOTAL BUDGET</b>	<b>\$141,820</b>	<b>0.00</b>	<b>-99.25</b>	<b>\$71,138</b>	<b>70,681.58</b>	<b>50%</b>
73								
74		Contingency	\$15,000.00	0.00	0.00	0.00	15,000.00	
75								
76								



	A	B	C	D	E	F	G
58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	<b>MAINTENANCE</b>						
60	<b>SALARIES &amp; BENEFITS</b>						
61	1110	Mtnc Wkr-	42,145	4,438.46	37,706.91	4,438.09	89%
62	1122	PT Wkr-Seasonal	25,000	0.00	9,794.00	15,206.00	39%
63		<b>Sub-Total</b>	<b>67,145</b>	<b>\$ 4,438.46</b>	<b>47,500.91</b>	<b>19,644.09</b>	<b>71%</b>
64	1210	Retirement	3,372	355.08	3,016.58	355.42	89%
65	1220	OASDI	5,137	340.30	3,633.82	1,503.18	71%
66	1230	Insurance	12,049	1,373.08	10,317.40	1,731.60	86%
67	1240	Worker's Comp.	6,794	0.00	6,278.46	515.54	92%
68	1250	Unemployment	490	40.98	112.00	378.00	23%
69		<b>Sub-Total</b>	<b>27,843</b>	<b>2,109.44</b>	<b>23,358.26</b>	<b>4,484.74</b>	<b>84%</b>
70		<b>TOTAL</b>	<b>94,987</b>	<b>6,547.90</b>	<b>70,859.17</b>	<b>24,127.83</b>	<b>75%</b>
71	<b>SERVICES &amp; SUPPLIES</b>						
72	2104	Agri/Hort	3,000	0.00	64.65	2,935.35	2%
73	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	2,000	300.00	975.14	1,024.86	49%
76	2191	Electricity	900	87.00	670.90	229.10	75%
77	2193	Refuse	1,000	0.00	700.00	300.00	70%
78	2198	Water	45,000	2,913.73	34,902.06	10,097.94	78%
79	2205	Auto Mtnc Svc	750	0.00	0.00	750.00	0%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	500.00	1,500.00	500.00	75%
83	2275	Rents & Leases	500	0.00	0.00	500.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	2,214	0.00	2,212.14	2.00	100%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	200	0.00	0.00	200.00	0%
88	2591	Other Prof Svc	3,000	0.00	0.00	3,000.00	0%
89		<b>TOTAL</b>	<b>61,764</b>	<b>3,800.73</b>	<b>41,024.89</b>	<b>20,739.25</b>	<b>66%</b>
90							
91							
92	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
93	<b>FIXED ASSETS</b>						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	4,000	0.00	0.00	4,000.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			<b>4,000</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0%</b>
98							
99							
100							
101							
102							
103							
104							
105							
106							
107							
108							
109							
110							
111							
112							

	A	B	C	D	E	F	G
113	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
114		<b>DISTRICT TOTALS</b>					
115		<b>SALARIES &amp; BENEFITS</b>					
116	1110	FULL TIME SALARIES	42,145	4,438.46	37,706.91	4,438.09	89%
117	1122	PART TIME SALARIES	25,000	0.00	9,794.00	15,206.00	39%
118	1210	RETIREMENT	3,372	355.08	3,016.58	355.42	89%
119	1220	OASDI	5,137	0.00	3,633.82	1,503.18	71%
120	1230	INSURANCE	12,049	1,373.08	10,317.40	1,731.60	86%
121	1240	WORKER'S COMP	6,794	0.00	6,278.46	515.54	92%
122	1250	UNEMPLOYMENT	490	40.98	112.00	378.00	23%
123	1000	<b>SALARIES/BENEFITS</b>	<b>94,987</b>	<b>6,207.60</b>	<b>70,859.17</b>	<b>24,127.83</b>	<b>75%</b>
124							
125		<b>SERVICES &amp; SUPPLIES</b>					
126	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
127	2104	AGRI/HORT	3,000	0.00	64.65	2,935.35	2%
128	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
129	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
130	2142	Land Imp Supplies	2,000	300.00	975.14	1,024.86	49%
131	2191	ELECTRICITY	900	87.00	670.90	229.10	75%
132	2193	REFUSE	1,000	0.00	700.00	300.00	70%
133	2198	WATER	45,000	2,913.73	34,902.06	10,097.94	78%
134	2205	Auto Mtnc Svc	750	0.00	0.00	750.00	0%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	500.00	1,500.00	500.00	75%
138	2275	Rents & Leases	500	0.00	0.00	500.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	2,214	0.00	2,212.14	2.00	100%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	200	0.00	0.00	200.00	0%
143	2505	Accounting	2,500	0.00	2,500.00	0.00	100%
144	2591	OTHER PROF SVCS	13,481	0.00	6,131.24	7,349.76	45%
145	2000	<b>SERVICES/SUPPLIES</b>	<b>74,945</b>	<b>3,800.73</b>	<b>49,856.13</b>	<b>25,089.01</b>	<b>67%</b>
146							
147		<b>FIXED ASSETS</b>					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	4,000	0.00	0.00	4,000.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	<b>FIXED ASSETS</b>	<b>4,000</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0%</b>
152							
153							
154	1000	<b>SALARIES &amp; BENE</b>	<b>94,987</b>	<b>6,207.60</b>	<b>70,859.17</b>	<b>24,127.83</b>	<b>75%</b>
155							
156	2000	<b>SERVICES &amp; SUPP</b>	<b>74,945</b>	<b>3,800.73</b>	<b>49,856.13</b>	<b>25,089.01</b>	<b>67%</b>
157							
158	4000	<b>FIXED ASSETS</b>	<b>4,000</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0%</b>
159							
160		<b>CONTINGENCY</b>	<b>25,000</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0%</b>
161			0				
162		<b>RESERVE</b>	<b>28,333</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
163							
164							
165		<b>TOTAL</b>	<b>227,264</b>	<b>10,008.33</b>	<b>120,715.30</b>	<b>78,217</b>	<b>53%</b>
166							
167							
168							
169							



## Sierra Creek Park - Progress Update

DATE: March 5, 2026

TO: Scott Graham, Administrator NHRPD  
PREPARED BY: Karen Folsom, Westwood PS

### Project Summary to date:

Hi Scott - Below is a brief summary of the progress achieved since the last Summary dated 02/06/2025.

#### GENERAL

Once the plans have been approved by the County Site Improvement Plan Section, we will begin preparing the final documents required for bidding. This will include contract documents, bid announcements, engineer estimates and a final conformed set of construction documents.

#### SACRAMENTO COUNTY PERMITTING PROGRESS - SITE IMPROVEMENT PLANS:

The following plan sets have been resubmitted to the County for further review and permitting approval:

1. Site Improvement Plan Section (SIPS) - Park Improvement Plans were reviewed by the County, and further requirements were received on 2/24/2026. The plans are being revised and will be resubmitted to the county. The documents requiring the District signature and notarization are ready.
2. Site Improvement Plan Section (SIPS) - Watt Avenue Improvement Plans were Submitted and fees have been paid. We anticipate a 4-week review period, due to NHRPD by the end of March.
3. California Department of Fish and Wildlife 1600 Streambed Alteration Agreement Application - The notification has been prepared and submitted to CDFW, and payment has been made. Please see attached letter of receipt. The agreement Per Mitigation Measure F the agreement must be obtained prior to construction.

SACRAMENTO COUNTY PERMITTING PROGRESS - BUILDING DEPARTMENT: The design team has completed the Building Department submittal including engineering required. Once a contractor is chosen, the package is ready to be submitted by the contractor to the County.

PROJECTED SCHEDULE:

This schedule is subject to change based on the County review required for permitting construction. In addition, several Mitigation Measures must be completed prior to ground-breaking, including surveys for the Western Pond Turtle and Nesting Birds as well as Worker Training for Paleontological and Cultural Resources Unanticipated Discovery.

Contractor Bid Period:	April-May 2026
Construction Start:	Summer 2026
Building Department Permitting:	Spring / Summer 2026



State of California – The Natural Resources Agency

DEPARTMENT OF FISH AND WILDLIFE

North Central Region  
1701 Nimbus Road, Suite A  
Rancho Cordova, CA 95670-4599  
916-358-2900  
[www.wildlife.ca.gov](http://www.wildlife.ca.gov)

**GAVIN NEWSOM, Governor**

**MEGHAN HERTEL, Director**



February 24, 2026

Scott Graham  
North Highlands Recreation and Park District  
6040 Watt Avenue  
North Highlands, CA 95660  
[scott@nhrrpd.org](mailto:scott@nhrrpd.org)

Subject: Receipt of Notification of Lake or Streambed Alteration

Dear Scott Graham:

The California Department of Fish and Wildlife (Department), North Central Region, received your Notification of Lake or Streambed Alteration (Notification) on, February 19, 2026, for the Sierra Creek Park (Project). The tracking number for the Project is SAC-65050-R2.

The Department must comply with the Permit Streamlining Act (Government Code §65920 et seq.), which requires a public agency to review your Notification for completeness within 30 days. If the Department determines that your Notification is lacking essential information, you will receive an "Incomplete" letter requesting supplemental information. If all essential information has been provided with the Notification, you may receive a "Complete" letter informing you that the Notification is complete. If you do not receive any such letters on or before, March 23, 2026, your Notification has been deemed complete pursuant to the Permit Streamlining Act.

From the date the Notification is deemed complete, the Department has 60 days to send you a draft Lake or Streambed Alteration Agreement (Agreement) or determine that an Agreement is not required (Fish and Game Code §1602(a)(4)(D)). Therefore, you will receive written documentation of that determination from the Department on or before, May 22, 2026.

If you have any questions, please contact the Lake and Streambed Alteration Desk at 916-358-1163 or by email at [R2LSA@wildlife.ca.gov](mailto:R2LSA@wildlife.ca.gov).

The California Department of Fish and Wildlife  
North Central Region (Region 2)  
Lake and Streambed Alteration Desk

## **Measure Calendar**

November 3, 2026, General Election  
Sacramento County

### **Recommended Due Dates - Filed by July 13 to July 27, 2026**

#### **July 13, 2026 – July 27, 2026 (E-113 to E-99)**

Recommended time frame for local ordinances, resolutions, tax rate statements for bond measures, and orders for calling an election to be filed with the Voter Registration and Elections Office. *Elections Code §§ 10401, 10402, 10403*

#### **August 3, 2026 (E-92)**

Impartial analysis due from County Counsel for measures. Not to exceed 500 words in length. *Elections Code §§ 9160, 9313, 9500*

#### **August 6, 2026 (E-89)**

Deadline to submit Arguments IN FAVOR OF or AGAINST a local measure. Not to exceed 300 words in length. *Elections Code §§ 9162, 9163, 9316, 9501, 9502*

#### **August 7, 2026 – August 16, 2026\* (E-88 to E-79) \*Moves to the next business day.**

10-calendar day public review period for Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek a Mandate or injunction requiring any or all material in the Argument IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period. *Elections Code §§ 9163, 9190, 9380, 9509*

#### **August 10, 2026 (E-85)**

Deadline to submit Rebuttals to Arguments IN FAVOR OF or AGAINST a measure argument. Not to exceed 250 words in length. *Elections Code §§ 9167, 9317, 9504*

#### **August 11, 2026 – August 20, 2026 (E-84 to E-75)**

10-calendar day public review period for Rebuttals to Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Rebuttals to Arguments IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed no later than the end of the 10-calendar day public examination period. *Elections Code §§ 9167, 9190, 9380*

#### **August 12, 2026 (E-83)**

Deadline to withdraw a measure that has been submitted to the voters of any jurisdiction at an election. The order of election shall not be amended or withdrawn after this date. *Elections Code § 9605*

### **Code Due Dates - Filed by July 28 to August 7, 2026**

#### **August 7, 2026 (E-88)**

Deadline for local ordinances, resolutions, tax rate statements for bond measures, and orders for calling an election to be filed with the Voter Registration and Elections Office. *Elections Code §§ 10401, 10402, 10403*

## **Measure Calendar**

**November 3, 2026, General Election**  
**Sacramento County**

### **August 11, 2026 (E-84)**

Deadline to submit Arguments IN FAVOR OF or AGAINST a local measure. Not to exceed 300 words in length. *Elections Code §§ 9162, 9163, 9501*

### **August 12, 2026 (E-83)**

Impartial analysis due from County Counsel for measures. Not to exceed 500 words in length. *Elections Code §§ 9160, 9313, 9500*

### **August 12, 2026 – August 21, 2026 (E-83 to E-74)**

10-calendar day public review period for Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek a Mandate or injunction requiring any or all of the material in the Argument IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period. *Elections Code §§ 9163, 9190, 9316, 9380*

### **August 12, 2026 (E-83)**

Deadline to withdraw a measure that has been submitted to the voters of any jurisdiction at election. The order of election shall not be amended or withdrawn after this date. *Elections Code § 9605*

### **August 13, 2026 (E-82)**

Deadline to submit Rebuttals to Arguments IN FAVOR OF or AGAINST a measure argument. Not to exceed 250 words in length. *Elections Code §§ 9167, 9317, 9504*

### **August 14, 2026 – August 23, 2026\* (E-81 to E-72) \*Moves to the next business day.**

10-calendar day public review period for Rebuttals to Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Rebuttal to Arguments IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period. *Elections Code §§ 9167, 9190, 9380*

## **Election Voting Deadlines**

### **October 5, 2026 (E-29)**

Ballots are mailed to all voters. *Elections Code § 4005 (a)(8)(A)*

### **October 5, 2026 (E-29)**

First day to start processing Vote-by-Mail ballots. *Elections Code § 15101(b)(1)*

### **October 24, 2026 (E-10)**

At least TBD Vote Centers open on this date, county-wide. *Elections Code § 4005 (a)(4)(A)*

### **October 31, 2026 (E-03)**

Vote Center locations increase in number to TBD, open through Election Day. *Elections Code § 4005 (a)(3)(A)*

### **November 3, 2026 (Election Day)**

All Vote Centers will be open from 7:00 a.m. to 8:00 p.m. All ballots mailed must be postmarked on or before this date to count in this election. *Elections Code §§ 1000 4005(a)(3)(A)*

### **December 3, 2026 (E+30) Completion of Canvass. Elections Code § 15372**

**RESOLUTION #653**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT  
CALLING PRESIDENTIAL GENERAL DISTRICT ELECTION  
FOR THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT**

**WHEREAS**, an election will be held within the North Highlands Recreation and Park District on November 3, 2026, for the purpose of electing three members of the Board of Directors; and

**WHEREAS**, as Presidential General Election will be held within the County of Sacramento on the same day; and

**WHEREAS**, Elections Code §10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election, and

**WHEREAS**, in case of a tie vote, the method for determining the winner shall be coin flip performed by the District Administrator.

**THEREFORE, BE IT RESOLVED**, that the North Highlands Recreation and Park District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled Presidential General Election, November 3, 2026; and

**BE IT FURTHER RESOLVED** that the Candidate pays at the Voter Registration and Elections office for the publication of the candidates' statement, pursuant to Election Code §13307. The limitation on the number of words that a candidate may use in his or her candidate's statement is two hundred words; and

**BE IT FURTHER RESOLVED** that the District agrees to reimburse the Registrar of Voters for actual costs accrued, such cost to be calculated by the method set forth in the County's current Election Fee Schedule.

**THEREFORE, BE IT RESOLVED**, that the North Highlands Recreation and Park District request the Board of Supervisor of Sacramento County consolidate the regularly scheduled General District Election with the Presidential General Election to be held on November 3, 2026; and

**PASSED AND ADOPTED** by the following vote on March 12, 2026.

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Patrick Williams  
Board Secretary

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Joanna McVay  
Chairperson, Board of Directors

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**ATTEST:**

**NOTICE OF GENERAL DISTRICT ELECTION  
IN THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT**

Notice is hereby given that a Presidential General District Election will be held November 5, 2024, in this district. The offices for which candidates may declare their candidacy are:

Board of Directors

Two (2) positions four (4) years

**QUALIFICATIONS:** Each candidate must meet the following qualifications for office as specified in the principal act or applicable code under which this district is organized:

1. Registered Voter, and
2. Reside within the boundaries of the District, or
3. Owner of real property within the boundaries of the District.

**CODE REFERENCE:** Uniform District Election Law 23500-53559

Official declarations of candidacy for eligible candidates desiring to file for any of the elective offices may be obtained from the office of the Registrar of Voters at 7000 65<sup>th</sup> Street, Suite A, Sacramento, CA 95825-2315, on and after July 13, 2026, and must be filed not later than 5:00 p.m. on August 7, 2026. However, if a declaration of candidacy for an incumbent is not filed by August 7, 2026, any qualified person other than the incumbent shall have until 5:00 p.m. on August 12, 2026, to file a declaration of candidacy for such office.

Appointment to each elective office will be made by the supervising authority as prescribed by Elections Code §10515 in the event there are no candidates or an insufficient number of candidates for such office and a petition for an election is not filed within the time prescribed by the Elections Code §10515; that is, by 5:00 p.m. on August 7, 2026.

Dated this 12<sup>th</sup> day of March, 2026.

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Patrick Williams  
Board Secretary



## PUBLICATION OF NOTICE OF ELECTION

Election Code §12112 required the publication of a "Notice of Election". The notice shall contain the date of the Presidential General District Election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office, as well as other pertinent information.

### NORTH HIGHALNDS RECREATION AND PARK (Name of District)

The Registrar of Voters will publish a combined election notice for all districts scheduled for election on November 3, 2026

Dated this 12<sup>th</sup> day of March 2026

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Patrick Williams  
Board Secretary

**MAP AND BOUNDARY CERTIFICATION**

The North Highlands Recreation and Park District hereby certifies that:

No map and boundary changes have occurred since the November 3, 2026, Election, and that the map and boundary description that you have on file is current.

Dated this 12<sup>th</sup> day of March 2026.

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Patrick Williams  
Board Secretary



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator  
From: Kevin Kelly, Park and Facilities Superintendent  
Date: March 12<sup>th</sup>, 2026  
Subject: Capehart Pool Update

Scott,

After months of coordination and information gathering from multiple subcontractors, Palm Pools, represented by Darrin and Jay Bolton, has submitted a comprehensive proposal for the restoration of the pool at the Capehart Youth Facility. (see the quote on page 7)

The attached report outlines assessments and recommendations addressing:

- Pool shell and interior surface restoration
- Mechanical system upgrades and repairs
- Electrical system improvements
- Pool deck repair and replacement needs

While this proposal identifies the critical infrastructure improvements required to restore the pool itself, additional facility upgrades must be addressed before the North Highlands Recreation and Park District can reopen the facility to the public or initiate programming.

## **Additional Facility Requirements for Operation**

### **1. Restroom Capacity Deficiency**

#### **New Prefabricated Restroom Facility**

The Pool and Gymnasium currently do not provide sufficient restroom fixtures to meet required quantities based on a posted occupancy of **650 persons** under the California Plumbing Code.

To meet current code requirements, construction of a new standalone restroom facility is recommended.

## Recommended Solution

### Premanufactured / Prefabricated Restroom Building

A factory-built concrete or steel modular restroom facility designed for park and aquatic environments is the most efficient and cost-effective solution. These structures are delivered preassembled and installed on a prepared foundation.

#### Typical Configuration for 650-Person Occupancy (Assembly Use)

A compliant facility would likely include:

- Women's: 5–6 toilets per 65 occupants → ≈ 5–6 toilets, 4–5 lavatories
- Men's: 1 fixture per 125 occupants → 3–4 toilets/urinals, 4–5 lavatories
- 1 ADA-compliant family/unisex restroom
- Exterior hose bibs and floor drains
- Mechanical ventilation
- Durable, anti-vandal fixtures

Final fixture counts must be confirmed by the project architect based on the occupancy split and formal code review.

#### Estimated Cost – Prefabricated Restroom Facility

(Supporting 650-Person Occupancy)

##### 1. Building Fabrication (Delivered)

- 2,000–3,500 square feet reinforced concrete or CMU modular structure
- Fully plumbed and wired
- ADA compliant

Estimated Cost:

\$650,000 – \$950,000

##### 2. Site Work & Installation

- Demolition (if required)
- Concrete foundation slab
- Utility trenching (water, sewer, electrical)
- Tie-ins to existing systems
- ADA access paths

- Exterior lighting
- Landscaping restoration

Estimated Cost:

\$350,000 – \$550,000

### 3. Soft Costs

- Architectural & engineering services
- Permitting & plan check
- Inspection & testing
- Contingency (10–15%)

Estimated Cost:

\$175,000 – \$300,000

Total Project Range (Turnkey Installed)

**\$1,175,000 – \$1,800,000**

Primary Cost Drivers

- Distance to existing sewer connection
- Required fire service upgrades
- Electrical service capacity
- Soil conditions
- Required stormwater mitigation
- Sacramento County permit requirements

Advantages of Prefabricated Restroom Facilities

- Faster delivery (6–9 months vs. 12–18 months traditional construction)
- Lower overall construction risk
- Durable, vandal-resistant materials
- Predictable pricing
- Reduced onsite labor
- Designed specifically for park and aquatic environments

Additional Operational Considerations

## 2. Perimeter Security and Privacy Fencing

Existing fencing around the pool requires upgrades to meet current safety and security standards.

Estimated Cost:  
\$10,000 – \$30,000

### **3. Lighting Improvements**

Lighting around the pool deck is currently inadequate for safe evening use and will require upgrading. Approximately 15 poles are anticipated.

#### **Estimated Range Summary:**

- Lower-end: \$100,000 – \$150,000
- Mid/Typical: \$180,000 – \$260,000
- Higher-end/Complex: \$300,000+

### **4. Defined Access Point**

A clearly identified, ADA-compliant access point must be established, including:

- Controlled circulation
- Security considerations
- Code-compliant path of travel
- Entry control infrastructure (if required)

# PROPOSAL FOR CONSULTING & RENOVATION SERVICES

## North Highlands Recreation & Parks District

### Community Swimming Pool Facility Remodel

Prepared By: **Palm Pools**

Date: **2/25/2026**

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## Introduction

Thank you for the opportunity to submit this consultancy proposal for the remodel of the swimming pool facility at the **North Highlands Recreation & Parks District**. We appreciate the time and consideration given to this proposal and recognize the importance of this project to the surrounding community.

Based on our site review and understanding of the project objectives, the proposed scope of work has been developed to improve the **safety, functionality, longevity, and overall appearance** of the aquatic facility while minimizing downtime and disruption to community use.

The project generally consists of the renovation of two swimming pools, removal and replacement of existing concrete decking, installation of updated mechanical equipment, and correction of plumbing and electrical deficiencies identified during construction.

Our team brings experience working on commercial and public-use aquatic facilities, with a strong emphasis on safety standards, regulatory compliance, and coordinated project execution. All work will be completed in accordance with applicable local building codes, health department requirements, and accepted industry best practices. Maintaining a clean, secure job site and adhering to established schedules will remain a priority throughout the project.

Enclosed is a detailed proposal outlining the phased scope of work and required equipment for the renovation. This approach is intended to provide a durable, cost-effective solution addressing both immediate facility needs and long-term operational performance.

We appreciate the opportunity to be considered for this project and would welcome the opportunity to partner with the North Highlands Recreation & Parks District in delivering a high-quality aquatic facility that residents can safely enjoy for years to come.

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# Existing Facility Dimensions

The North Highlands Recreation & Parks District aquatic facility consists of two existing swimming pools with the following approximate dimensions and operating characteristics.

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## Main (Lap) Pool

- **Pool Size:** 65 feet × 85 feet
  - **Perimeter:** +/- 300 linear feet
  - **Water Surface Area:** 5,525 square feet
  - **Depth Range:** 3 feet to 6 feet
  - **Water Volume:** +/- 185,000 gallons
- 

## Kids (Wading) Pool

- **Pool Size:** 25 feet × 30 feet
  - **Perimeter:** +/- 110 linear feet
  - **Water Surface Area:** 750 square feet
  - **Depth Range:** 1 foot to 3 feet
  - **Water Volume:** +/- 14,000 gallons
- 

## Deck Area

- **Existing concrete decking scheduled for removal and replacement:**  
Approximately 8,145 square feet
- 

# Scope of Work

## Community Pool Renovation

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### Phase 1 – Demolition & Removal

The following existing materials and components shall be removed and legally disposed of:

- Removal of approximately **8,145 square feet of existing concrete decking**, with disposal at an approved facility.
- Removal of all existing **tile and coping** from both pools.
- Removal of all existing **plaster finishes** from interior pool shells.
- Removal and disposal of **existing pool equipment** currently outdated or inoperable.

All demolition activities will be performed in a controlled manner to protect remaining structures and adjacent facilities.

---

## **Phase 2 – Inspection & Assessment**

Following demolition, both pools and associated systems will be inspected to identify conditions not visible prior to removal, including:

- Structural condition of pool shells
- Plumbing system integrity
- Electrical and bonding compliance
- Additional deficiencies requiring correction

Any additional findings will be documented and reviewed prior to proceeding with corrective work.

---

## **Phase 3 – Code Compliance Upgrades & System Corrections**

Upgrades anticipated to bring the facility into compliance with current public pool regulations include:

- Replacement or correction of **non-compliant light junction boxes**
- Upgrading **hose bib placement & quantity** to current standards
- Re-plumbing of the **wading/kids pool** to achieve required turnover rates
- Additional corrections required by governing regulatory authorities following inspection

All work shall comply with applicable State and Local Public Pool regulations.

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## **Phase 4 – Restoration, Finishing & Commissioning**

### **Tile Installation**

Installation of new tile systems including:

- Waterline and perimeter overflow tile
  - Lap pool lane markings
  - End-of-lane target markers
  - Non-slip step trim tile at kids pool steps
  - 4½-foot depth transition depth marking line
  - Required depth and “No Diving” markers
  - Replacement rope line anchors
  - Installation of new safety grip coping
- 

### **Concrete Decking**

- Subgrade preparation with base rock
  - Installation of #3 reinforcing steel to meet equipotential bonding requirements
  - Minimum **4-inch-thick concrete decking** with slip-resistant finish
  - Installation of expansion joint material and seal between coping and deck
  - Installation of required safety markings
  - Installation of anchors for handrails and ADA-compliant pool lift
- 

### **Interior Finish (Plaster)**

- Application of **white marbellite plaster**, minimum ½-inch thickness
  - Installation of wall steps at both ends and sides of lap pool
  - Installation of new floor return fittings
  - Installation of **VGB-compliant drain covers** in both pools
- 

### **Equipment Installation & Commissioning**

- Installation of new pool equipment as outlined in the Equipment Schedule
  - Equipment installed in existing designated locations unless otherwise required
  - System startup, calibration, and operational testing prior to project completion
- 

### **Additional Facility Compliance**

Based on an estimated bather load of **419 users**, dressing, shower, and restroom facilities may require enlargement or modification to comply with applicable health department standards. Any

required upgrades will be reviewed prior to implementation. Copies of applicable Public Pool & Spa Regulations are enclosed for reference.

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## Equipment Schedule & Mechanical Systems

The following equipment is proposed for installation as part of the swimming pool facility renovation.

**Equipment models listed represent the basis of design and may be substituted with equivalent approved equipment based on availability or regulatory requirements.**

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### Kids Pool Filtration & Circulation Equipment

Qty	Manufacturer	Model	Description
1	Paragon Aquatics	ACU-Drive 5HP	Commercial VFD unit, 230V single phase, NEMA 12 enclosure with battery backup
1	Pentair	EQKT500	5 HP commercial circulation pump with strainer pot
2	Pentair	Triton TR-140C-3	140 SF commercial sand filter with 3" flanges
2	Pentair	263056	2½" FullFloXF 3-Way Diverter Valve
2	Pentair	IntelliValve	Valve actuator with LED indicators
1	USA Tech Electric	ABC-CB1	Advanced automatic backwash control system
1	USA Tech Electric	ABC-AIPG	Actuator interface panel with gauge assembly
1	USA Tech Electric	PV-4	Automatic priority valve, NEMA 4X enclosure
1	Chemtrol	PC2100	Programmable pool controller

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### Main(Lap) Pool Mechanical Package

Qty	Manufacturer	Model	Description
1	Pentair	EQKT1000	10 HP commercial circulation pump

Qty	Manufacturer	Model	Description
1	Paragon Aquatics	AD100X ACUDrive	Variable frequency drive with disconnect & battery backup
1 System	Paragon Aquatics	Stark S Series	Dual high-rate sand filtration system with manifolds
1	Paragon	Para-Pump Booster	Booster pump system
1	USA Tech Electric	ABC-CB1	Advanced backwash control box
1	USA Tech Electric	ABC-SB4G	Solenoid bank with gauge panel
2	USA Tech Electric	FM-1	Digital flow meter with display
1	USA Tech Electric	UPRP-1	Universal pool relay interface panel
1	Chemtrol	PC3000	Programmable chemical controller

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## Lap Pool Chemical Feed & Storage System

Qty	Manufacturer	Model	Description
2	Stenner	45M5	Peristaltic chemical feed pump – 50 GPD
2	Stenner	45M3	Peristaltic chemical feed pump – 22 GPD
1	Chemtainer	TC5256DC	350-gallon double-wall chemical storage tank
11	Chemtainer	TC3539DC	100-gallon double-wall chemical storage tank

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## Pool Accessories, Safety & Operational Equipment

Qty	Manufacturer	Model	Description
10	Pentair	IntelliBrite LED	500W equivalent white LED underwater pool lights (installed across both pools)
1	Commercial Grade	3-Bend Handrail	Stainless steel three-bend entry handrail – <b>Kids Pool</b>
4	Commercial Grade	Figure-4	Stainless steel Figure-4 entry handrails – <b>Main (Lap) Pool</b>
7	Commercial Grade	85 ft	Competition lane lines – <b>Main (Lap) Pool</b>
1	ADA Compliant	—	Pool handicap lift system

Qty	Manufacturer	Model	Description
1	Commercial Grade	—	Pool cleaning equipment package

## Pricing Summary

Total Project Cost:

**\$594,804.00**

This pricing reflects completion of the work described within this proposal based on currently available project information and assumptions outlined below.

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## Pricing Assumptions & Exclusions

The proposed contract amount is based upon the following conditions:

### Current Market Pricing

The total project cost reflects material, equipment, and subcontractor pricing in effect as of the date of this proposal. Pricing adjustments may be required should significant market fluctuations occur prior to execution of a construction agreement.

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### Subcontractor Pricing

Portions of this proposal are based on quotations obtained from qualified subcontractors. Any revisions to subcontracted scope or regulatory requirements may necessitate corresponding cost adjustments.

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### Permits

Building permits, agency fees, and plan review costs are **not included** in the proposed contract amount unless specifically identified otherwise.

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### Consulting & Professional Services

Third-party consulting, engineering, testing, inspection, or specialty professional services are **excluded** from this proposal unless expressly noted.

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## **Prevailing Wage Requirements**

This proposal is based on **standard commercial labor rates**.

Should the project be determined by the North Highlands Recreation & Parks District or governing authorities to qualify as a **public works project subject to California prevailing wage requirements**, labor costs and associated compliance obligations may require adjustment to the contract amount.

If prevailing wage requirements are confirmed, a revised cost proposal reflecting applicable wage determinations and reporting requirements will be provided for review prior to commencement of work.

## **Project Approach & Construction Phasing**

The renovation of an active public aquatic facility requires careful coordination to ensure safety, regulatory compliance, and efficient project delivery. The proposed construction approach has been developed to provide an organized progression of work while minimizing disruption to District operations and maintaining a safe environment throughout construction.

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### **Project Approach**

Work will be performed using a structured, phased methodology allowing demolition, evaluation, repair, and restoration activities to proceed in a logical and controlled sequence.

Key objectives of this approach include:

- Always maintaining a safe and secure construction site
- Allowing accurate inspection of existing conditions prior to reconstruction
- Coordinating efficiently with District representatives and regulatory agencies
- Reducing unforeseen delays through early identification of deficiencies
- Delivering a fully operational aquatic facility ready for public use

Regular communication will be maintained with District staff throughout the project to provide schedule updates, inspection coordination, and progress reporting.

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# **Construction Phasing**

## **Phase 1 – Demolition & Site Preparation**

Existing decking, interior finishes, tile, coping, and outdated mechanical equipment will be removed in a controlled manner. Site protection measures will be implemented to prevent damage to remaining structures and surrounding facilities.

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## **Phase 2 – Inspection & Evaluation**

Following demolition, exposed pool structures and systems will be inspected to verify structural integrity, plumbing conditions, electrical bonding, and compliance with current regulations. Any required corrective work will be documented and reviewed prior to proceeding.

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## **Phase 3 – Repairs & Code Compliance Upgrades**

Structural repairs, plumbing corrections, and regulatory upgrades will be completed to bring both pools into compliance with current public pool standards. Coordination with inspectors and governing agencies will occur during this phase to confirm compliance prior to restoration work.

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## **Phase 4 – Restoration & Commissioning**

Final reconstruction activities will include installation of new finishes, decking, mechanical systems, lighting, safety equipment, and operational components. Upon completion, all systems will undergo startup, testing, balancing, and commissioning to verify proper performance.

A final walkthrough will be conducted with District representatives prior to project turnover.

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# **Safety & Site Management**

The project site will be maintained in accordance with accepted construction safety standards. Measures will include:

- Controlled access to construction areas
- Protection of existing facilities and infrastructure
- Proper material storage and debris management
- Daily site cleanup and hazard mitigation

Public safety and worker safety will remain priorities throughout construction.

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## **Project Coordination & Turnover**

Final project completion will include:

- System testing and operational verification
- Coordination of required inspections
- Equipment orientation for District personnel (if requested)
- Delivery of operational readiness upon project completion

The objective is to return the aquatic facility to service in a safe, reliable, and fully functional condition suitable for long-term community use.

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## **Contact Information**

For questions, clarifications, or additional information regarding this proposal, please contact:

### **Primary Contact**

**Jay Bolton**  
Palm Pools  
Phone: 916.708.8532

### **Secondary Contact**

**Darrin J Bolton**  
Palm Pools  
Phone: 916.893.9576  
Email: palmpoolsca@gmail.com

Palm Pools  
El Dorado Hills, California

We are available to meet with District staff to review this proposal in detail and provide any additional documentation required for project consideration.

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# Appreciation

Thank you again for the opportunity to submit this proposal for the renovation of the North Highlands Recreation & Parks District aquatic facility. We appreciate the District's commitment to maintaining safe, functional, and high-quality recreational amenities for the community.

We would welcome the opportunity to partner with the District in delivering a durable, code-compliant aquatic facility that residents can safely enjoy for years to come.

Respectfully submitted,

**Jay Bolton**  
Palm Pools

**Darrin J Bolton**  
Palm Pools