

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

AGENDA

Regular Meeting of the Board of Directors

February 11, 2021 6:30 p.m. - Regular Meeting via Zoom

North Highlands Recreation Center - 6040 Watt Avenue, North Highlands, Ca 95660

Phone: (916) 332-7440

WWW.NHRPD.ORG

1. CALL MEETING TO ORDER

2. APPROVAL OF MINUTES

A. Minutes January 14, 2021 Regular Meeting

3. CHAIRPERSON'S REPORT

4. COMMENTS FROM BOARD MEMBERS

5. REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Alan Matré; Member Crystal Harding

Facility Development: Chairperson Beau Reynolds; Member Crystal Harding

Personnel and Policy: Chairperson Alan Matré; Member Max Semenenko

Programs, Fees and Charges: Chairperson Max Semenenko; Member Beau Reynolds

6. ADMINISTRATOR'S REPORT

A. Highlander Dolphin Swim Team Update – Advisory only

B. Maintenance Report

C. Parks and Facilities Inspection Report

D. Recreation Report

E. Monthly Fiscal Report

7. CORRESPONDENCE

A. Flyer from Matthew Duarte, Executive Director of California Association of Recreation and Park District (CARPD) re: Board Member Orientation (Information only).

8. 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 waiving 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.

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

- A. Resolution #598 – CAPRI Workers Compensation Coverage for Volunteers
Board action to approve Resolution #598 –CAPRI Workers Compensation Coverage for Volunteers.
- B. Resolution #599 – Adopting an initial Study/mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Sierra Creek Park Project located south of Watt Avenue and West of Scotland Drive (APN: 203-0310-045)
Board action to approve Resolution #599 adoption of the Sierra Creek Park California Environmental Quality Act (CEQA) Study including the initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.
- C. Proposition 68 Per Capita Grant Program
Board discussion/action to allocate funds from the District reserves to fund the installation of anew messaging board.
- D. 2021 Regular Board Meeting Dates
Board discussion/action to reschedule November 11, 2021 Board Meeting.

11. PAYMENT OF THE BILLS

Board Members’ opportunity to ask questions or get clarification on the bills. Board action to ratify payment of the bills.

12. ADJOURNMENT

13. DATE, TIME, AND PLACE OF NEXT MEETING

The next regular meeting of the Board of Directors will be on March 11, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands.

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.

IMPORTANT INFORMATION

The North Highlands Recreation and Park District is observing County of Sacramento and State of California Executive Health Orders. Because the current Order does not allow for group meetings, the February 11, 2021 Regular NHRPD Board of Directors meeting will be held remotely using the Zoom Meeting Format. You can access the Zoom meeting using the information listed below.

Public questions will be accepted by the District up to 3:00 p.m. February 11, 2021. Please direct your questions to larry@nhrpd.org. If the question asked relates to an Item on the Agenda, it will be addressed by the Board at the time the item appears on the Agenda. If your question is not related to an Item on the Agenda, it will be addressed by the Board under Agenda Item No. 8 – Comments and Reports from Citizens and Organizations.

Join Zoom Meeting

<https://us02web.zoom.us/j/87250430474?pwd=VCtFSGNhZWVhWWStMzZiUzJPLzExQT09>

Meeting ID: 872 5043 0474

Passcode: NHRPDFeb

One tap mobile

+16699006833,,87250430474#,,,,*56019975# US (San Jose)

+12532158782,,87250430474#,,,,*56019975# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 872 5043 0474

Passcode: 56019975

Find your local number: <https://us02web.zoom.us/j/87250430474?pwd=VCtFSGNhZWVhWWStMzZiUzJPLzExQT09>

**NORTH HIGHLANDS RECREATION AND PARK DISTRICT
MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS – via Zoom**

Date: January 14, 2021

Time: 6:30 p.m.

Place: North Highlands Recreation Center

Member Present: Patrick Williams, Alan Matré, Crystal Harding, Beau Reynolds, Max Semenenko

Members Absent:

Staff Present: Larry Mazzuca, Administrator
Scott Graham, Park Superintendent
Sarah Musser, Recreation Superintendent
Rachel Robertson, Recreation Supervisor
Terri Smith, Administrative Service Manager

Guests Present: John Berchielli

CALL MEETING TO ORDER:

Chairperson Williams called the meeting to order at 6:30 p.m.

APPROVAL OF MINUTES:

1/1/21

Motion by Board Member Reynolds seconded by Board Member Matré that the Board of Directors approves the Minutes of the Regular Meeting of December 17, 2020.

AYES: Williams, Matré, Harding, Reynolds, Semenenko
NOES: -0-
ABSTAIN: -0-
ABSENT: -0-

CHAIRPERSON'S REPORT:

Chairperson Williams wanted to thank staff members Scott Graham, Park Superintendent, Sarah Musser, Recreation Superintendent, Rachel Robertson, Recreation Supervisor and Rodney Esteen, Maintenance Worker again for their involvement on saving a sixteen-year-old last week.

COMMENTS FROM BOARD MEMBERS:

Board Member Matré asked a question regarding members of the public. He thought the District was only taking question in advance, he didn't know we were letting people from the public come on.

Administrator Mazzuca that the current policy of having the public ask questions in advance of the board meeting has not changed as of this date. He added that as long as the District remains in the purple tier, we would not be allowed to hold “in-person” board meetings. He also stated that all of the other eight recreation and park special districts in Sacramento are using the Zoom meeting platform. He noted that the public can speak to items on or off the agenda, as long as the questions are submitted to the district by 3pm the day of the board meeting. This policy would remain in place until the board votes to do otherwise.

Board Member Harding wished everyone a Happy New Year!

REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Alan Matré; Member Vacant

Facility Development: Chairperson Vacant; Member Alan Matré

Personnel and Policy: Chairperson Vacant; Member Alan Matré

Program, Fees and Charges: Chairperson Vacant; Member Vacant

ADMINISTRATOR’S REPORT:

Reports by Administrator Larry Mazzuca are under new business.

Oral report by Park Superintendent Scott Graham was presented with Board comments:

- Scott stated that there was one item that was not included in his written report. Back in March when the district closed down due to Covid-19, the district had several projects that had yet to be completed. One included replacing the missing swing at Karl Rosario Park. He advised the Board that new swings had been purchased and would be delivered and installed in February.

Oral report by Recreation Superintendent Sarah Musser was presented with Board comment:

- Sarah updated on the Expanded Learning (ASES)
 - She stated that the district was informed today that the Mad Science collaboration is going to happen starting in April.
- Sarah stated that the students are back in the program and that things were going well.
- She stated that the district received a number of public donations for the Expanded Learning Program.

CORRESPONDENCE:

None

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Budget Workshop: Consideration of Fiscal Year 2020-2021 Mid-Year Budget Report

Administrator Mazzuca with board comments reported on his Mid-Year Budget Report:

- Larry stated the staff presents a mid-year budget review for the Board of Directors December or January each year.
- The budget review provides revenue and expenditures for the first six months along with budget forecast for the final six months of the fiscal year.
- The report will include proposed mid-year budget adjustments so the District has sufficient operating capital to get through the end of June.
- Larry stated that this year staff received the December 2020 financials report from the County earlier than normal, this include the property taxes.
- He stated that he was able to write his report from projection to actuals.
- Larry gave background information to the BOD.
 - Stated that COVID-19 started interrupted District Services toward the middle or late March 2020.
 - Beginning in April Recreation Programs, Facility Rentals and Other District Operation slowed or stopped completely.
 - He stated that due to the stay a home order the District Office was closed with staff working from home for several weeks.
 - He stated that park maintenance staff returned back to work after several week, followed shortly thereafter by the remaining FT staff.
 - Larry stated that the Board adopted the Budget 20/21 with the clear understanding that District operations, programs and services would be severely impacted throughout the year due to COVID-19. To what extent was unknown at the time the budget was passed by the BOD.
 - State and Local Health orders prohibited many but if not all the District recreation programs and other activities and services that generated revenue to the District.
 - Staff scaled back expenses and reduce revenue projections for the year.
 - Larry stated that to help assure the District was prepared for unforeseen expensive and negative impact to its revenue the Board wisely budget the \$200,000 in the GF Contingency Account.
 - The Contingency Account would act as a life preserver should the District need additional operating capital to get through the end of the budget year.
 - Larry stated that heading in the current budget year the District has drastically reduced its expenditures and scaled back revenue projections from the previous year because of the unknown impact due to COVID-19. As a result of these actions, by the end of December 2020, District expenditures are currently under budget while revenue, primarily the results of Distant Learning program and actual property taxes, have helped balance the budget.

B. Resolution #597 - FY2020-2021 Mid-Year Budget Transfer Request

1/2/21

Motion by Board Member Harding seconded by Board Member Reynolds that the Board of Directors approves Resolution #597.

AYES: Williams, Matré, Harding, Reynolds, Semenenko
NOES: -0-
ABSTAIN: -0-
ABSENT: -0-

C. Board Meeting Streaming Discussion

Administrator Mazzuca with board comments reported that he reached out to eight Park Districts in the Sacramento County area just to get some feedback on what meeting platforms they are using for their board meetings. He stated that all eight are currently using Zoom.

He provided the Board with three options to consider:

Option Number I:

Direct staff to research other virtual meeting options and return to the Board of Directors at a future board meeting and present each option.

Option Number II:

Stay with the district's current Zoom meeting format that requires the public to submit their questions to the board in advance of the scheduled board meeting.

Option Number III:

Continue to offer the Zoom meeting format, but allow the public to actively participate in the meeting. Under this option, the public would not be required to submit their questions in advance of the meeting.

Board Member Matré made a motion to continue with Option II, the current format, but stated that the Board could review this discussion after the district returns to regular "in person" meetings. Board Member Semenenko seconded the motion.

1/3/21

AYES: Williams, Matré, Semenenko
NOES: Harding, Reynolds
ABSTAIN: -0-
ABSENT: -0-

D. Appointment of Board Committees for 2020 Calendar Year

Chairperson Williams reported on his appointments choices for the 2021 Calendar Year Board Committees with Board comments.

REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Alan Matré; Member Crystal Harding

Facility Development: Chairperson Beau Reynolds; Member Crystal Harding

Personnel and Policy: Chairperson Alan Matré; Member Max Semenenko

Program, Fees and Charges: Chairperson Max Semenenko; Member Beau Reynolds

PAYMENT OF BILLS

Payment of bills for the Month of December 2020 for the District and Cherry Blossom Park was presented with Board comments.

1/4/21

Motion by Board Member Matré seconded by Board Member Harding that the Board of Directors approves payment of the Park District's December 2020 bills.

AYES: Williams, Matré, Harding, Reynolds, Semenenko

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

1/5/21

Motion by Board Member Matré seconded by Board Member Harding that the Board of Directors approves payment of the Cherry Blossom Park December 2020 bills.

AYES: Williams, Matré, Harding, Reynolds, Semenenko

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

ADJOURNMENT

Chairperson Richards adjourned the meeting at 8:03 p.m.

DATE, TIME AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on February 11, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA

Signature

Signature

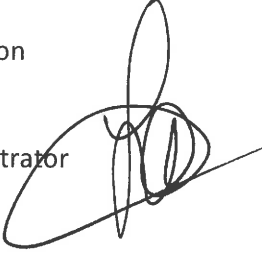
NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: February 11, 2021

SUBJECT: Highlander Dolphin Swim Team Update



BACKGROUND

The Highlander Dolphin Swim Team is a NHRPD sponsored recreation program. In recent years, swim team registration is normally between 110-120 participants. The district hires the swim coaches who are independent contract employees of the district. Coaches are paid on a stipend. The district also pays for the lifeguards who are on deck during practices and swim meets. The district contributes funds for the purchase of swim team supplies and equipment, and, registers the swimmers through the district registration system. The swim team has a volunteer board of directors who are elected annually by parents of children who participate on the team. The swim team board is responsible for organizing team parents to provide support towards the successful operation of the swim team. This is accomplished through volunteer efforts during practice and swim meets, and organized fund raising activities to support the team throughout the year. The swim team board controls a checking account which they deposit funds generated through various fundraising events. The funds are used to purchase supplies, equipment and awards in support of the swim team. Checking account monthly statements are monitored and reviewed by district staff on a regular basis.

Due to COVID-19, the district did not offer a swim team in 2020. Due to local and state health guidelines, swim team programs were not permitted. Additionally, because local high schools closed operations beginning Spring 2020, high school swimming pools rented by the district for swim meets and practices were no longer available to the district.

DISCUSSION

On October 27, 2020, staff met with several of the swim team board of directors, including board president Rosalie Buserwini and head swim coach Travis Bill. Rosalie and Travis informed staff that none of the current members of the board and coaching staff were planning on returning in 2021. Board officer positions are filled by vote annually (usually in August) and the coaching staff's contracts are seasonal. Staff was aware that Travis would not return as the head coach as he had previously advised district of his plans.

The Highlander Dolphin Swim Team last competed in the NorCal Swim League. Staff is aware that some teams that compete in this league have either dissolved, are considering moving to other swim team

leagues or their team/league status remains uncertain due to Covid-19. As of this date, the future of the NorCal Swim League is unknown.

At this time, the district is not planning on offering a competitive swim team for the 2021 swim season. January is normally the time of the year when swim team registration begins, coaches are hired and put under contract, and the swim team board officers who had been elected the previous August are planning team fundraising events. As of the date of this report, local and state health guidelines currently do not permit swim team activities.

This brings us to the swim team checking account. Because the swim team is a district sponsored recreation program, the checking account funds remain the property of the district. With no swim team board of directors elected to oversee and maintain the checking account funds, it is important that the district take possession of the account immediately. Staff has spoken to Rosalie and she will turn over the checking account to the district; however, a district employee must be added to the account as a signature to the account, which will allow the district to control the future use of the account funds. Successfully transferring the account to the district should be completed within the next week or two. Staff believes that there is an approximate balance of \$10,000-15,000 in the checking account.

Once the account has been transferred to the district, staff will place a temporary freeze on the checking account until it is determined if/when the district will restart the swim team program. The goal is to restart the program in early 2022 provide COVID-19 health restrictions have been lifted and swim team activities permitted. If the district is successful in restarting the swim team, the checking account funds will be made available, with staff oversight, to the new swim team board; however, if the district is unsuccessful in restarting the swim team program, then staff will seek approval by the Board of Directors to reallocate the funds for other district recreation programs.

Additionally, the District owns a large metal storage container which is located at Highlands High School. The swim team uses this container to store district equipment for swim meets, including tables, chairs, awards, team banners, supplies and other equipment. Staff will work with Travis and Rosalie to inventory the equipment and remove and relocate laptop computers, printers and other valuable equipment to the district office. The remaining equipment will stay in the container at the school provided Highlands High School allows this to occur. If not, the storage container will be relocated elsewhere on NHRPD property.

In summary, it is the district's goal is to try and restart the swim team program beginning in early 2022. This will require a reboot of the program which may or may not initially resemble the 2020 program as it will require a new parent swim team board, hiring new coaches and gaining access to Highlands High School swimming pool. If the district is successful in restarting the swim team program, it may take years to build up the participant numbers to the 2020 level.

RECOMMENDATION

Advisory only. No action is required of the Board of Directors at this time.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS MEETING

To: Larry Mazzuca, District Administrator
From: Scott Graham, Park and Maintenance Superintendent
Date: February 11, 2021
Subject: Park/Maintenance Report

PARK MAINTENANCE UPDATE:

- Weekly pruning, edging, trimming and blowing of all District parks and facilities as needed.
- Resumed mowing District parks as needed. The return of wet weather has resulted in turf growth.
- Leaf pickup at eight District parks was completed.
- Heavy winds caused significant damage in numerous District parks. A light pole at Freedom Park was blown over. SMUD was contacted for repairs to the light. At Cherry Blossom, numerous trees were either blown over or suffered broken trunks and limbs. Most trees could be re-staked, but a few were damaged beyond repair. At Strizek Park, a large tree limb fell to the ground. Staff was able to cut up and remove the limb safely.

FACILITY MAINTENANCE UPDATE:

- HVAC filters were replaced in units at the Community and Recreation Centers, Strizek Clubhouse and Capehart gym.
- At Capehart, timers for the HVAC system in the gymnasium were replaced. Staff also met with the fire and building alarm companies that monitor the gymnasium to explore converting the systems to a cellular connection for monitoring. A similar system is used at the office complex and works very well.
- Fire safety annual services were completed in January. Fire extinguishers were re-charged and the fire alarm in the Community Center underwent annual testing.
- Minor plumbing repairs were completed in the men's room in the Community Center.

INCIDENT/ACCIDENT REPORT UPDATE:

- The following Incident Reports were submitted in January:
 - At Freedom Park, a component on the main play structure was vandalized. A plastic bubble window was vandalized. The piece was removed, the opening temporarily covered and a replacement window ordered.

BROCK PARK BACKSTOP REPAIR UPDATE:

In November, 2019, an arson fire caused significant damage to the backstop on the south field at Brock Park. After waiting out the winter rains in 2019 and the COVID-19 related shutdowns in 2020, repairs have now been completed on the backstop. The cost for the project was \$13,500. District insurance will cover the cost of repairs minus our \$2,000 deductible.



FEC POP TEAM STAT PROGRAM:

Each month the District receives a summary of activity in District parks from the Fulton-El Camino Police Department. The report is listed below for your review. Only parks that had citations, arrests or other police activity are included in this summary:

Monthly activity report for: North Highlands Recreation and Park District
Reporting Period: 2021-01-01 to 2021-01-31

Brock Park Sports Complex

Notice To Appear Issued

1) Date/Time: 2021-01-11 19:59

Violation 1: 9.36.067 SCO Park Hours, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-01-04 21:35

V1: 9.36.065(e) SCO Parking in park after hours

2) Date/Time: 2021-01-06 20:34

V1: 9.36.065(e) SCO Parking in park after hours

3) Date/Time: 2021-01-27 17:02

V1: 4000(a) CVC No current registration

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Freedom Park

Notice To Appear Issued

1) Date/Time: 2021-01-11 20:47

Violation 1: 9.36.067 SCO Park Hours, Severity: Inf

Violation 2: 4000(a) CVC No current registration, Severity: Inf

2) Date/Time: 2021-01-11 20:55

Violation 1: 594(a) PC Vandalism, Severity: Mis

3) Date/Time: 2021-01-27 16:23

Violation 1: 9.36.057.5 SCO Alcohol in Park, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-01-06 20:53

V1: 9.36.065(e) SCO Parking in park after hours

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Planehaven Park

Notice To Appear Issued

1) Date/Time: 2021-01-27 15:54

Violation 1: 14601.1(a) CVC Suspended License, Severity: Mis

Violation 2: 16028(a) CVC No Insurance, Severity: Inf

Violation 3: 4000(a) CVC No current registration, Severity: Inf

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Strizek Park & Clubhouse

Notice To Appear Issued

1) Date/Time: 2021-01-23 21:30

Violation 1: 11377(a) HS Possession of a controlled substance, Severity: Mis

Violation 2: 11364 HS Paraphernalia, Severity: Mis

Violation 3: 9.36.067 SCO Park Hours, Severity: Inf

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

To: Larry Mazzuca, District Administrator
From: Scott Graham, Park and Maintenance Superintendent
Date: February 11, 2021
Subject: Parks and Facilities Inspection Report

The following is a preliminary summary of recent inspections of District parks and building exteriors. The report is meant to serve as a starting point for discussions that will prioritize on-going maintenance projects, funding sources and future park facility improvements.

BROCK PARK – 3730 Antelope Road, North Highlands, CA

Brock Park is a 9.3 acre open space park with three baseball/softball fields that are utilized by local non-profit groups that offer youth baseball programs. There is a children's play area, related storage and restroom/concession buildings and a play structure installed in 2012.

Repairs/Replacement/Upgrades: Within the next three to five years the district should consider replacing the playground structure. Until that occurs, replacement of certain parts of the play structure (climbing feature worn handles) can be budgeted in the FY2021-2022 budget. There is a storage building located onsite that shows damage due to rust on the doors. If the rust cannot be removed, then the entire door should be replaced. This can also be addressed in the FY2021-2022 budget.

Park Issues: There has been an ongoing problem at Brock Park as it is frequently used by local drug dealers and homeless who sleep in their vehicles. Frequently there are cars located in the parking lot during the day and occasionally overnight. There is a gate at both ends of the park that can be closed and locked; however, the district has been unable to come up with a workable solution to close the gates at dusk (when the park closes). A partial solution has been to use our contract police force (Fulton-El Camino Police Department) on a Thursday-Sunday patrol the park. While staff has seen an improvement since patrols began, drug dealing and homeless issues still persist.

CAPEHART GYMNASIUM AND PARK – 7916 Aztec Way, Antelope, CA

The Capehart gymnasium, park and ball field is a 6.4-acre complex. The gymnasium is used extensively for recreation programs, rentals and contract classes. A local pre-school rents half of the complex to operate the school. The ballfield is used by Antelope Little League, a local non-profit group, to offer baseball to local children. Multiple storage buildings are used by the maintenance and recreation divisions. Two obsolete non-functioning swimming pools and a wading pool, along with pool plumbing are also on the property.

Repairs/Replacement/Upgrades: The play structure is dated and should be replaced when funding becomes available. The exterior of the gymnasium should be painted as soon as possible and should be budgeted in the FY 2021-2022 budget. A new park sign was purchased previously and will be installed by

June 30, 2021. Demolish and remove or fill in all swimming pools by January, 2022. Remove old pool plumbing by June, 2022. Replace gymnasium floor, bleachers and basketball standards by January, 2022 (projects identified for Prop. 68 Per Capita funding).

Park Issues: The existing swimming pools are a safety hazard and a potential liability and must be addressed as soon as possible. The park remains closed to the public because the pre-school that rents classroom space is a state licensed facility requiring keeping students isolated from the general public. A dedicated play structure within the school gates for use by the licensed pre-school would allow the park be open to the public during regular park hours.

CHARDONNAY PARK – La Tour and Monument Drive, North Highlands, CA

Chardonnay is a 3.4-acre neighborhood park. There is a large turf space, children’s play area and play structure installed in 1996.

Repairs/Replacement/Upgrades: The existing play structure is dated, making finding replacement components difficult. It should be replaced when funding becomes available. Short term repairs to the swings and existing play structure will be complete by June 30, 2021. The turf area will be aerated and overseeded to promote new growth by September 30, 2021.

CHERRY BLOSSOM PARK – End of Bing Drive, Antelope, CA

Cherry Blossom is a 2.8 park located in the Elverta Park housing development. NHRPD maintains both the park and the landscaping on Elverta Road and Bing Drive.

Repairs/Replacement/Upgrades: None required at this time.

DISTRICT OFFICE COMPLEX – 6040 Watt Avenue, North Highlands, CA

The complex consists of the Kay F. Dahill Community Center, Recreation Center, administration offices, outdoor plaza and a LED messaging board.

Repairs/Replacement/Upgrades: Pathway repairs to meet ADA requirements. Concrete lifts can result in accidents which could result in lawsuits against the district. This project was planned for the current fiscal year but was temporarily placed on hold due to potential budget constraints resulting from Covid-19. Re-seal of the roofs on the Community and Recreation Centers will be completed by June 30, 2021. The existing message board no longer operates and should be replaced once funding has been identified.

FREEDOM PARK – 3244 Freedom Park Drive, North Highlands, CA

Freedom Park is a 20-acre park and is the most heavily utilized park in the District. The park was renovated and reopened to the public in 2009. There are five covered picnic shelters that can be rented, two play structures that are now 12 years old, a spring toy section installed in 2015, swings and a climbing apparatus, a basketball court and a horse shoe pit, as well as a large open turf area. There is also a splash pad that operates May through September and on-site restrooms. Adjacent to the park is a four-field softball complex rented and operated by All Star Tournaments.

Repairs/Replacement/Upgrades: On the large play structure there is a damaged slide that will be removed or replaced by June 30, 2021 (currently blocked off for use). Replace one missing swing and old swing chains by June 30, 2021. Remove rubber mulch under swing set and replace with engineered wood fiber (FIBAR) by September 30, 2021. Repair or replace the pour in place landing material under the climbing apparatus by September 30, 2021. These two projects should be addressed in the FY 2021-2022 budget.

Park Issues: Freedom Park, much like Brock Park, is a magnet for homeless activity. Damage to picnic tables and restrooms is common. There are no park fencing or gates to close of the parking lot after hours. The district relies on regular patrols from our contract police force to mitigate this problem.

KARL ROSARIO PARK – Karl Drive and Rosario Boulevard, North Highlands, CA

Karl Rosario is a 3.2-acre neighborhood park that sits at the intersection of Karl Drive and Rosario Boulevard. There is open turf space, a covered picnic space, a play structure installed in 2014, a swing set and a basketball court.

Repairs/Replacement/Upgrades: Pathway repairs to meet ADA requirements. Concrete lifts can result in accidents which could result in lawsuits against the district. This project was planned for the current fiscal year but was placed temporarily placed on hold due to potential budget constraints resulting from Covid-19. Four new swings have been installed.

LARCHMONT PARK – Thomas Drive and Ridley Way, North Highlands, CA

Larchmont Park is a 2.6-acre neighborhood park. There are two play structures installed in 2015, open turf space with soccer goals; covered picnic shelters and a basketball court.

Repairs/Replacement/Upgrades: Replace all swing seats and chains by July 31, 2021. This project can be addressed in the FY 2021-2022 budget.

MEMORIAL PARK – 3951 Blackfield Drive, North Highlands, CA

Memorial Park is a 6-acre neighborhood park. There is a large open turf space that could serve as an open amphitheater, a play structure and swing set installed in 2015.

Repairs/Replacement/Upgrades: Replace hardware on climbing apparatus and replace dated swing chains. These projects will be completed by June 30, 2021. The obsolete bathroom building is a target of homeless activity and should be removed when funding becomes available.

PLANEHAVEN PARK – North Airway and Rockwell, North Highlands, CA

Planehaven Park is a 1.7-acre neighborhood park. It has a play structure, swings, open turf space and picnic tables.

Repairs/Replacement/Upgrades: Replace the dated play structure when funding becomes available. Replace swing chains and seats by June 30, 2021.

Park Issues: The location of the park leads to homeless activity. The result is large amounts of trash left near but not always in the park.

RIDGEPOINT PARK – 4537 Tipwood Way, Sacramento, CA

Ridgepoint Park is a 6-acre neighborhood park located Ridgepoint Elementary School grounds. NHRPD and TRUSD have a facility use agreement that expires in 2024 that allows the District to use the multi-purpose room after school hours, as well as the playing fields in exchange for on-going maintenance of the fields and park. There is a small play structure installed in 1996.

Repairs/Replacement/Upgrades: Installation of bench seating and a shade structure should be prioritized when funding is identified. The play structure should be replaced as soon as funds become available, dependent on extending the current MOU beyond 2024.

RUTH INMAN PARK – 5216 Watt Avenue, North Highlands, CA

Ruth Inman Park is a .90-acre park, and serves as the gateway to the District based on its location as commuters drive north on Watt Avenue. The park has open turf space and park benches.

Repairs/Replacement/Upgrades: There are two signs located in the park. One is the Ruth Inman Park sign and the other is a “Welcome to North Highlands” sign installed several years ago by the Rotary Club of Foothill Highlands. Eventually all park signs will be replaced with signs similar to Cherry Blossom Park and the Kay Dahill sign located at the district office. Staff is currently working with the Rotary club to update or replace their sign and its location.

SIERRA CREEK PARK – Watt Avenue and Davidson Drive, Antelope, CA

Sierra Creek is a 7.4-acre park space. It is an expansive open space with approximately one acre landscaped and maintained on a regular basis. Sierra Creek is the proposed location for a future new park utilizing Proposition 68 funding and/or development impact funds.

STRIZEK PARK – 3829 Stephen Drive, North Highlands

Strizek Park is a 4.6-acre neighborhood park. In addition to a new inclusive play structure installed in 2018, one of only a few such structures in the region, there is also a building, known as the Clubhouse, on park grounds that houses a SETA Head Start pre-school as a tenant of the District.

Repairs/Replacement/Upgrades: The current irrigation system is dated and inefficient. It lacks the water pressure to reach all area of turf and one entire section receives no irrigation due to damage to the electrical wiring connecting the valves and sprinklers to the irrigation operating timer. This project should be prioritized when funding becomes available.

HIGHLANDS SPORTS COMPLEX – 3701 Stephen Drive, North Highlands, CA

Located on the campus of COA Charter Middle School on Stephen Drive, the 8-acre complex was the former location of the District’s only operating swimming pool. The pool use agreement between NHRPD and TRUSD expired in 2014, at which time the pool was removed. There is an existing facility use agreement between the Districts that allows public use of the fields and gymnasium by NHRPD in

exchange for maintenance of the open turf space. The agreement has been extended several times in six month increments for several years now, and is being addressed by staff.

Repairs/Replacement/Upgrades: Removal of obsolete play structure, picnic benches and BBQ grills to deter homeless activity and vandalism, pending TRUSD approval.

Park Issues: District improvements to this facility will be contingent upon reaching a long term agreement with TRUSD.

NOTES:

Park Playgrounds:

The district has replaced a number of children's playgrounds over the past five years. Other park playground equipment is showing signs of age, wear and tear and should be prioritized for replacement when funding is identified.

Park Infrastructure Improvements:

Some of our parks need significant infrastructure improvements. A good example is Strizek Park which needs the current irrigation system replaced as insufficient water pressure does not allow for certain areas of the park to get water. Park pathways in many parks need to be repaired or replaced. Park benches, tables and shade structures need to be replaced or have new equipment installed. Park parking lot locking gates should be considered for some parks and or replaced at others. This needs to be done to keep undesirables from using district parks after hours.

Park Turf Repair: Many of our parks need to be aerated, over-seeded and fertilized on a more regular basis. Due in large part to a lack of staff and equipment, the district may want to consider contracting these services out to the private sector.

Facility Use Agreements:

The district has several facility use agreements with local school districts. Due in large part to school district staff turnover, some of these agreements have expired or have been working off of six month extensions, while other agreements are set to expire in the next few years. The NHRPD needs to evaluate these agreements to determine if it is in its best interest to negotiate agreement extensions, create new long term agreements or determine if these agreements continue to have value to the district. In any case, it is important that NHRPD and the school districts agree to meet and address these agreements soon.

Funding:

Like many park and recreation districts and agencies, unmet needs always outweigh funding sources. The district currently has GF operating budget reserve of approximately \$1,000,000; however, the district should carefully consider how much of this funding source it wishes to use for studies, master plans, facility improvements, etc., as it must still keep a significant reserve balance for emergency needs. The district also has approximately \$1,220,000 available in park dedication and park fees. However, much of this specific funding source is restricted and requires the district to create a nexus between the proposed project and funding source. Staff will soon address this issue with its consultant, SCI Consulting

Group. In doing so, the district will be able to determine how much of this funding source can be used to make park and facility improvements in FY 2021-2022.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Sarah Musser, Recreation Superintendent
DATE: February 11, 2021
SUBJECT: Recreation Division Report

Expanded Learning Afterschool Program

- TRUSD put together another batch of supplies for each school
 - Staff will be working to put together kits for students
- Staff hosted the first virtual event in 2021 that focused on Cultural Appreciation
- Staff continue running “Chit Chat Monday” to give students a chance to have meaningful conversations with each other and staff
 - Feedback from students is that this program is their favorite part of the day where they can have fun and be with their friends
 - Staff manage the conversations to keep it appropriate and on topic
- Distributing an interest flyer for the program for Ridgepoint staff to distribute to families
 - Looking to beef up the waitlist
- Meetings with Expanded Learning representatives revealed that our district is in 2nd place for best attendance out of the sites that our representative oversees

Distance Learning Support Program – Twin Rivers Unified School District

- Program received donations of coats and hygiene kits to distribute to the students
- Staff created a pen pal program to encourage reading and writing within all classrooms
 - Young students will be teamed up with older students to work on mentorship skills with the older students
 - Program set to begin on February 1
- Working closely with TRUSD Nutrition Services to navigate food pick-ups in the purple tier
- Working with TRUSD school psychologists to help support some of the high needs’ students
 - Hosted site visits so certain behaviors could be observed
- Starting the process of creating a music program in classrooms C (older students) led by two staff
- Students made self-portraits of themselves wearing masks at the program
- Planning a Valentine’s day event
- Incorporating Black History Month lessons into each week

Social Media Project – “The North Highlands Narrative Project”

The goal of this project is to change the narrative coming out of North Highlands. Recreation staff will provide community members with an application to nominate someone and or share a positive story about the North Highlands Community.

- Take public submissions that feature good stories about North Highlands and the Community
- Stories will be featured on Facebook, Instagram, and the NHRPD website
- Nomination application will be available on Facebook, Instagram, and the NHRPD website
- Stories will be featured once a month
- Hoping to launch this project mid-February and feature the first story in March

THE NORTH HIGHLANDS NARRATIVE PROJECT

let's share the real

NORTH HIGHLANDS NARRATIVE



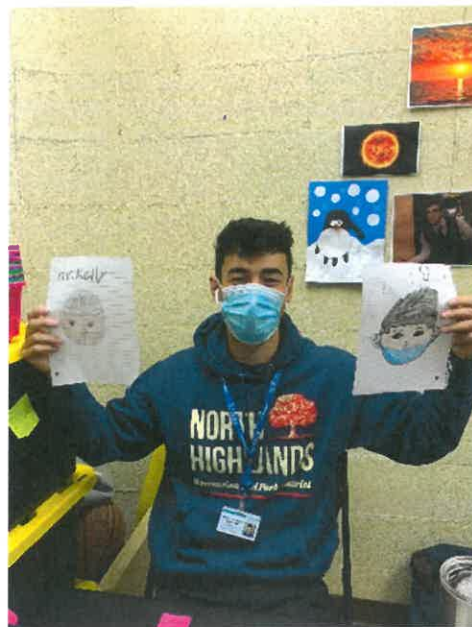
WHAT WE ARE LOOKING FOR

Inspiring stories	Uplifting stories
Brag about someone	Good deeds
Community activism	Motivating mentors
Compassion projects	Neighborhoodly love



DM us with your stories or send them to sarah@nhprd.org - fitting stories for the North Highlands Narrative project will be featured on Facebook, Instagram, and the NHRPD website

Distance Learning Support Program Student Portraits



NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: February 11, 2020

SUBJECT: Monthly Fiscal Report

BACKGROUND

For almost seven years I've provided the Board of Directors with a synopsis of the monthly budget report. This information was provided under the Administrators Report and was titled Fiscal Report. The objective was to consolidate the information already provided to the board in the Expenditure and Revenue report summaries which are attached to each monthly board agenda.

DISCUSSION

In review of the monthly fiscal report, there is a clear redundancy of providing information to the board. While the fiscal report may save the board some time in finding certain budget information, the fact is that it has been provided in the monthly reports provided by Terri (from the county).

I have eliminated the fiscal report this month and beginning in March 2021, I will replace that report with a fiscal narrative report describing key financial and budget information and or trends. This new approach will target specific financial issues that should hopefully be of interest to the board.

RECOMMENDATION

None. Advisory only.



Board Member Orientation

*The Ins, Outs, & In-Betweens
of Serving Your Community*

FEBRUARY 23, 2021

Via Zoom

FREE

Register at caparkdistricts.org

REGISTRATION NOW OPEN
TUESDAY, FEBRUARY 23, 2021
4:00PM - 5:00PM
FREE TO CARPD MEMBERS
\$50.00 TO NON-MEMBERS

CARPD Executive Director, Matthew Duarte, will conduct this one hour session designed specifically for Board Members of Recreation & Park Districts in California. As a licensed attorney and former Board Member himself, Mr. Duarte will address the unique role of the Park District Board and his personal experiences serving his community. This training is ideal for new Board Members, but will also touch on matters new and relevant to even the most seasoned of electeds.

Topics will also include Brown Act compliance and recent updates, the Board's role as policymaker, and how to effectively collaborate with Board colleagues in the pandemic and beyond.

Space is limited so register today.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD OF DIRECTORS AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: February 11, 2021

SUBJECT: CAPRI Workers Compensation Coverage for Volunteers – Resolution No. 598



BACKGROUND

The North Highlands Recreation and Park District contracts with CAPRI (California Association for Park and Recreation Indemnity) for specialized combination of self-insurance, excess insurance, and reinsurance to recreation and park districts throughout California.

DISCUSSION

CAPRI is offering its agency members workers compensation insurance for agency volunteers, which will also include District's Board of Directors, eligible to be covered under the NHRPD Workers Compensation insurance at **no additional cost**. While some districts may have already been extending this benefit to its volunteers, each district should pass a new resolution covering volunteers and it's Governing Board Members for the upcoming fiscal year.

From a risk management standpoint, it is much preferred to extend Worker's Compensation coverage to volunteers. Frequently, when a volunteer is not covered by Worker's Compensation insurance, his/her only remedy for an injury is to file a claim against the district and pursue damages through the civil court system. This can result in costly and time-consuming litigation and a significant claim has the potential to adversely impact our district's loss history, and, thus, future premiums.

The Labor Code allows our district to provide worker's compensation insurance for volunteers, but only if our elected Board has adopted a resolution specifically electing such coverage. Stated another way, these volunteers may be treated as an employee and covered for worker's compensation purposes only if a resolution to that effect is adopted by our district pursuant to Labor Code §3363.5.

While it is likely that the NHRPD Board of Directors adopted a volunteer resolution back twenty or thirty years ago, CAPRI is requiring a new resolution to take advantage of having volunteers covered at no additional cost. Resolution No. 598 is included in this agenda for Board of Director review and approval.

RECOMMENDATION

Staff recommends that the NHRPD Board of Directors approve Resolution No. 598 which will provide Workers Compensation Insurance to district volunteers and Board of Directors.

RESOLUTION No. #598

RESOLUTION OF THE GOVERNING BODY OF
THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT,
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL
BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF
PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN
INDIVIDUALS WHILE PROVIDING THEIR SERVICES

WHEREAS, the North Highlands Recreation and Park District utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark to the left of the descriptions:

- X All Members of the Governing Body of the North Highlands Recreation and Park District as presently or hereafter constituted and/or
- X All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- X Individuals on Work-study programs
- X Interns
- X Other Volunteers
- _____
[Designate]

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the North Highlands Recreation and Park District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the North Highlands Recreation and Park District for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the North Highlands Recreation and Park District.

On a motion by Board Member _____, seconded by Board Member _____, the foregoing resolution was passed and adopted by the Board of the North Highlands Recreation and Park District, this 11th day of February 2021, by the following vote:

Patrick Williams
Chairperson, Board of Directors
North Highlands Recreation and Park District


AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED AS TO FORM:

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator 

DATE: February 11, 2021

SUBJECT: Adoption of the Sierra Creek Park California Environmental Quality Act (CEQA) Study Including the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program

BACKGROUND

During 2019, the Board of Directors for the North Highlands Recreation and Park District decided to seek funding opportunities to develop Sierra Creek Park. The park is located off of Watt Avenue and West of Scotland Drive, Antelope, CA. With approximately 7.2 acres of mostly non-irrigated turf, Sierra Creek Park has largely been an undeveloped property for thirty plus years. One of the funding considerations included applying for a Proposition 68 park development grant. To apply for this grant, the application had to include a completed CEQA Study.

The district contracted with Sacramento County's Planning and Environmental Review Division of the Department of Community Development, and, AECOM, a Sacramento Environmental Engineering firm, to complete the CEQA study.

DISCUSSION

The district completed a CEQA study for the site now known as Sierra Creek Park back in the early 1990's, however, due to the number of years since that study was completed and the potential for additional environmental issues, the district was notified by the county that a new CEQA study would be required.

The new Sierra Creek Park CEQA study began in early 2020. Pursuant to the California Environmental Quality Act (CEQA), the Sacramento Planning and Environmental Review Division, along with AECOM, has prepared an Initial Study for the future park project and concluded a Negative Declaration to be appropriate.

RECOMMENDATION

Staff recommends that the NHRPD Board of Directors adopts Resolution No. 599, the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.

FISCAL IMPACT

The district budgeted \$70,000 for the CEQA Study and estimates that the total cost to complete the project will come in under \$50,000. The CEQA Study was funded from the Development Impact Fee Fund.

RESOLUTION No. 599

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH HIGHLANDS
RECREATION AND PARK DISTRICT ADOPTING AN INITIAL STUDY/ MITIGATED
NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING
PROGRAM FOR THE SIERRA CREEK PARK PROJECT LOCATED SOUTH OF
WATT AVENUE AND WEST OF SCOTLAND DRIVE
(APN: 203-0310-045).**

WHEREAS, the North Highlands Recreation and Park District proposes to make improvements to allow the functional use of, and access to Sierra Creek Park (the Project); and

WHEREAS, the North Highlands Recreation and Park District prepared an Initial Study/Mitigated Negative Declaration (IS/MND) and accompanying Mitigation Monitoring Reporting Program (MMRP) for the Project in accordance with the California Environmental Quality Act (CEQA). The MND was reviewed and the environmental effects were considered analyzing all phases and potential impacts of the Project. The Project's impacts would be less than significant or can be reduced to less than significant with the implementation of mitigation measures. There is no federal funding associated with the actions; therefore, the National Environmental Policy Act (NEPA) does not apply; and

WHEREAS, the IS/MND was distributed and circulated for public review on December 24, 2020 for a review period of 30 days as required by CEQA. The 30-day comment period concluded on January 25, 2021 to allow sufficient time for public and agency review, and all comments received have been considered by the North Highlands Recreation and Park District; and,

WHEREAS, a Notice of Determination (NOD) will be filed pursuant to CEQA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the North Highlands Recreation and Park District hereby:

1. Finds that the foregoing recitals are true and correct and made part of this Resolution; and
2. Adopts the Sierra Creek Park Initial Study/Mitigated Negative Declaration, attached hereto as Exhibit A; and
3. Finds that the Mitigated Negative Declaration for the Project has been completed and is in compliance with the provisions of CEQA, with State Guidelines implementing CEQA, and all other applicable laws and regulations; and

4. Finds that the Mitigated Negative Declaration represents the independent judgment and analysis of the North Highlands Recreation and Park District as lead agency for the Project; and
5. Determines that, in accordance with CEQA, the findings made in the Mitigated Negative Declaration with respect to the potential environmental impacts of the Project and the proposed mitigation measures are complete and accurate and hereby incorporates such findings of the Mitigated Negative Declaration by reference; and
6. Finds that the Mitigation Monitoring Reporting Program has been prepared to meet the requirements of Public Resources Code Section 21081.6. This program is designed to ensure compliance with mitigation measures imposed to avoid or substantially lessen the significant effects identified in the Mitigated Negative Declaration. The Board hereby adopts the MMRP, attached hereto as Exhibit B; and
7. Directs staff to file a notice of determination within five working days of the adoption of this Resolution.

On a motion by Board Member _____, seconded by Board Member _____, the foregoing resolution was passed and adopted by the North Highlands Recreation and Park District this 11th day of February 2021, by the following vote.

I, the undersigned, hereby certify that the foregoing Resolution Number No. 599 was duly adopted by the Board of Directors of the North Highlands Recreation and Park District following a roll call vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

Patrick Williams
Chairperson, Board of Directors

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

To: Patrick Williams, Chairperson
Board of Directors
Larry Mazzuca, District Administrator

From: Scot Graham, Park and Maintenance Superintendent

Date: February 11, 2021

Subject: Proposition 68 Per Capita Grant Program

BACKGROUND

California Proposition 68 (Prop 68), the California Drought, Water, Climate, Coastal Protection, and Outdoor Access for All Act was passed by the voters in 2018. There are a number of Prop 68 sub-grants available to cities, counties and special districts. Prop 68 Per Capita Grant is a guaranteed funding source provided to special districts (and cities and counties) and the amount available to each is population based. The North Highlands Recreation and Park District has been awarded a total of \$204,958.30 in Per Capita funds:

Prop 68 Per Capita	\$177,952.00
Urban County Per Capita Funds	<u>27,006.30</u>
Total	\$204,958.30

There are certain restrictions on how the funds can be used, and funds are provided to districts on a refundable basis. All Per Capita funded projects must be completed no later than March 31, 2024.

On January 9, 2020 the North Highlands Recreation and Park District Board of Directors approved two projects for participation in the Proposition 68 Per Capita Grant Program: replacement of the gym floor and related upgrades at the Capehart Gymnasium and replacement of the non-operating electronic messaging board located in front of the District Office adjacent to Watt Avenue.

These projects were discussed with staff from the State of California Department of Parks and Recreation Office of Grants and Local Services (OGALS) and were deemed eligible projects for the grant program. Each project requires a separate application packet. Deadline to submit applications is December 31, 2021.

DISCUSSION

While preparing the application for the messaging board project staff came across a few items that required clarification from OGALS. Staff consulted the Administrative Project Manager on December 22 looking for clarification on Land Tenure requirements for proposed projects. On January 9, staff received a reply questioning the eligibility of the project. Page five of the grant application packet states "Projects must be capital outlay for recreational purposes, either acquisition or development". The issue of land tenure is also a concern because while the sign board is owned and operated by NHRPD, it is not located within the boundaries of our property parcel. A follow up email from NHRPD on January 11 asking for

further clarification from the Administrative Project Manager led to more questions regarding the eligibility of this project and that without submitting the project application, no decisions regarding eligibility could be made. With an application deadline of December 31, 2021, the application might not be decided upon until then or possibly after the application deadline date. If the application was denied by OGALS, staff is uncertain if the state would allow the district to submit a replacement project.

With the possibility of OGALS denying the district's application for funding of a replacement messaging board based on the reasons discussed above, staff has explored alternative solutions for replacing the message board. Staff has received several quotes for a replacement board with a low bid of \$31,716. By allocating funds from the appropriate reserve account, a new message board could be ordered now and installed by the end of the current fiscal year. As a result, other projects for "recreational purposes" could be identified and presented to the Board of Directors for discussion and approval for consideration as Per Capita Grant projects well in advance of the December 2021 Per Capita Project deadline date.

RECOMMENDATION

Staff recommends that the Board of Directors allocate funds from District reserves to fund the installation of a new messaging board in the amount of \$35,000, and, direct staff to return to the Board by the April 8, 2021 Regular Board Meeting with a list of potential replacement projects that more closely align with the requirements of the Per Capita Grant Program.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: February 11, 2021

SUBJECT: 2021 Regular Board Meeting Dates



BACKGROUND

The Board of Directors holds their Regular Board Meetings the second Thursday of the month. Meetings begin at 6:30 p.m.

DISCUSSION

Attached you will find the 2021 Regular Board Meeting schedule. Please note that the November 11, 2021 meeting conflicts with Veterans Day holiday. It is staff's recommendation that the November 11, 2021 Board Meeting be rescheduled to **Thursday, November 4, 2021** to eliminate the conflict.

RECOMMENDATION

The November 11, 2021 Board of Directors meeting be rescheduled to November 4, 2021 so not to conflict with the Veterans Day Holiday.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

Memo

To: Board Members
From: Terri L. Kollorz
Date: February 1, 2021
Re: Board Meeting Days

Here are the North Highlands Recreation and Park District Board Meeting dates.

<u>MONTH</u>	<u>DATE</u>	<u>DAY</u>
January	14 th	Thursday
February	11 th	Thursday
March	11 th	Thursday
April	8 th	Thursday
May	13 th	Thursday
June	10 th	Thursday
July	8 th	Thursday
August	12 th	Thursday
September	9 th	Thursday
October	14 th	Thursday
November	11 th	Thursday - *
December	9 th	Thursday

*The November 11, 2021 Regular Board Meeting conflicts with Veterans Day holiday. If approved by the Board, this meeting will be held November 4, 2021.

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT FEBRUARY 2021
(Bills paid in January 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	Voya	Jan-21	\$ 4,011.57
1230	Insurance	California Choice	Feb-21	\$ 7,936.80
1230	" " "	CoPower	Feb-21	\$ 880.00
1240	Workers' Comp	CAPRI	4th Quarter	\$ -
Total				12,828.37
<u>SERVICES & SUPPLIES</u>				
2039	Empl. Tran-Mileage	Graham	Dec 2020	\$ 14.38
2039	" " "	Musser	Dec 2020	\$ 32.49
2061	Membership	CPRS	Scott's membership	\$ 150.00
2061	" " "	CPRS	Sean's membership	\$ 150.00
2076	Office Sup	Walker's Express	Supplies	\$ 88.54
2076	" " "	Walker's Express	Supplies	\$ 93.28
2076	" " "	Walker's Express	Supplies	\$ 49.32
2076	" " "	Caltronics	copies	\$ 129.34
2076	" " "	Walker's Express	Supplies	\$ 103.04
2076	" " "	Walker's Express	Supplies	\$ 19.77
2085	Printing	ABC Printing	Letter Head	\$ 162.70
2112	Bldg Maint. Sup	Home Depot	Supplies	\$ 33.40
2112	" " "	Home Depot	Supplies	\$ 28.46
2112	" " "	Home Depot	Supplies	\$ 49.32
2112	" " "	Home Depot	Supplies	\$ 21.11
2131	Electrical Sys Serv.	Air Cool Heating	7916 Aztec Service	\$ 2,447.00
2131	" " "	Air Cool Heating	Quarterly 6040/7916/3829	\$ 590.00
2191	Electric	SMUD	3548415 3244 Freedom Park	
2191	" " "	SMUD	7000000346 District	\$ 2,428.39
2191	" " "	SMUD	2919472 - Recreation Way/Dudley	\$ 58.06
2191	" " "	SMUD	2733018 Aztec	\$ 1,140.44
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 40.41
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 971.86
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.33
2193	Refuse	Republic Servie	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 402.88
2193	" " "	Public Works	Dump	\$ 1,776.60
2195	Sewage	Sac Utilities	3929 Karl Dr.	
2195	" " "	Sac Utilities	3911 Blackfield Dr.	
2195	" " "	Sac Utilities	2802 Perrin	\$ 200.11
2195	" " "	Sac Utilities	3843 Bainbridge	
2195	" " "	Sac Utilities	7916 Aztec	
2195	" " "	Sac Utilities	6040 Watt	
2197	Tele & Teleg	AT&T	Service - Capehart	\$ 64.20
2197	" " "	Comcast	Service - Shop	\$ 89.83
2197	" " "	Comcast	Service - District	\$ 265.02
2197	" " "	Telepacific	Service	\$ 1,066.61
2198	Water	Sac Suburban	Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip Karl Dr., Strizek, Karl&Rosario, Pianehaven, Wings	\$ 1,987.38
2198	" " "	Sac Suburban	Way, 6040 Watt, Freedom, Softball Complex	\$ 1,876.39
2198	" " "	CA/American	Chardonay	\$ 219.03
2198	" " "	CA/American	Sierra	\$ 195.89

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT FEBRUARY 2021
(Bills paid in January 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2205	Auto Maint. Serv	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 54.69
2205	" " "	NH Tire Pros	Service	\$ 108.70
2205	" " "	NH Tire Pros	Service	\$ 121.37
2205	" " "	Smog N Tag	Service	\$ 69.75
2205	" " "	Smog N Tag	Service	\$ 59.75
2205	" " "	Smog N Tag	Service	\$ 59.75
2226	Expend Tools	CH Mowers	Tools	\$ 191.41
2236	Fuel/Lube	Center U.S.D	Jul 1 - Sep 30, 2020	\$ 4,478.72
2236	" " "	Center U.S.D	Oct 1 - Dec 31, 2020	\$ 2,181.95
2261	Office Equip Mtn	USBank	Microsoft (Program)	\$ 36.00
2275	Rents & Leases	Sac Valley Alarm	Quarterly 6040 Watt	\$ 129.36
2275	" " "	CIT - AVAYA	phone equipment	\$ 432.18
2275	" " "	DLL Financial	Copier	\$ 194.62
2275	" " "	Alhambra	water service	\$ 42.75
2275	" " "	Sentry Alarm	6040 Watt	\$ 636.00
2275	" " "	Sentry Alarm	7916 Aztec	\$ 696.00
2281	Shop Equip Serv.	CH Mowers	Service	\$ 55.89
2292	Other Equip Sup	HD Supply	Supplies	\$ 59.90
2322	Custodial Sup	Waxie	Janitorial Supplies	\$ 790.39
2322	" " "	Waxie	Janitorial Supplies	\$ 585.98
2444	Medical	USBank	Heartsmart(Def. Pads)	\$ 72.61
2531	Legal Service	Bart.,Kron.,Shan.	December 2020 Service	\$ 1,317.50
2591	Other Prof Serv.	RS General Contractor	Brock Park	\$ 13,500.00
2591	" " "	RS General Contractor	Community Center	\$ 800.00
2591	" " "	Fulton El Camino	January 2021 Patrol	\$ 2,405.00
2591	" " "	Med 7	Return to work Physical	\$ 95.00
2591	" " "	USBank	Adobe,When I Work,Zoom,Streamline	
2591	" " "	USBank	(Program,Scheduler,Board Mtg. Website	\$ 289.98
2591	" " "	Backflow Tech.	Chardonay/Sierra	\$ 140.00
2591	" " "	DOJ	Recreation Fingerprints	\$ 64.00
2591	" " "	Firecode	6040 Watt Avenue Service	\$ 357.34
2591	" " "	Walker's Express	COVID supplies	\$ 328.04
2852	Recreation Sup	USBank	Uline,Amazon(Distant Learning)	\$ 573.20
2898	Other Oper Exp	NHRPD - BANK FEES	(Merchant Fees- Jan \$44.95/Dec - Bank	
2898	" " "	USBank	Fees \$30.81/Jan - Active Fee \$0)	\$ 75.76
			Sac County (parking)	\$ 3.50
	TOTAL			\$ 48,343.50

FIXED ASSETS

4201	Building Improvement			
4202	Structures			
4303	Equipment			
	TOTAL			\$ -

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT FEBRUARY 2021
(Bills paid in January 2021)

<u>CODE</u> <u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
Total District Salaries	(JANUARY 2 PAY DAY)		\$ 64,396.08
Total District EDD	(JANUARY 2 PAY DAY)		\$ 1,280.99
Total District OASDI	(JANUARY 2 PAY DAY)		\$ 4,731.99
			\$ 70,409.06
 DISTRICT TOTALS			 \$131,580.93

9429 Building Rentals
9646 Rec Fees & Charges

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

NORTH HIGHLANDS RECREATION & PARK DISTRICT
CHERRY BLOSSOM BILLING REPORT FEBRUARY 2021
(Bills paid in January 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Jan-21	\$ 282.63
1230	Insurance	CALIFORNIA CHOICE	Feb-21	\$ 1,166.67
1230	" " "	COPOWER	Feb-21	\$ 88.00
1240	" " "	CAPRI	4th Qtr	\$ -
Total				1,537.30
<u>SERVICES & SUPPLIES</u>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 23.20
2191	" " "	SMUD	6696231 7931 Scotland Drive PED	\$ 23.20
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 34.81
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 18.43
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 67.63
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 67.63
2236	Fuel/Lube	Center U.S.D.	Oct 1 - Dec 31, 2020	\$ 500.00
2591	Other Prof Serv.	Backflow Tech.	Scotland Drive/Little Plum	\$ 70.00
TOTAL				\$ 804.90
<u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
TOTAL				\$ -
Total District Salaries		(JANUARY 2 PAY DAY)		\$ 3,707.56
Total District EDD		(JANUARY 2 PAY DAY)		\$ 77.86
Total District OASDI		(JANUARY 2 PAY DAY)		\$ 283.63
				\$ 4,069.05
DISTRICT TOTALS				\$6,411.25

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - JANUARY 2021							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$0.00	0.00	(832.50)	-1,665.00	1,665.00		
7	9429	Recreation Center	\$0.00	0.00	0.00	80.00	-80.00		
8	9429	TOTAL	\$35,000.00	0.00	(832.50)	-1,585.00	36,585.00	-5%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	1,591.37	0.00	13,139.59	-13,139.59		
12	9690	Capehart Lease - Day Care	\$0.00	2,851.00	0.00	19,606.00	-19,606.00		
13	9690	Freedom Park Lease - Softball	\$0.00	9,400.00	0.00	14,400.00	-14,400.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,000.00	-5,000.00		
15	9690	TOTAL	\$100,000.00	13,842.37	0.00	52,145.59	47,854.41	52%	
16									
17	REVENUE OTHER								
18	9790	Bad Check Reim	\$0.00	0.00	0.00	0.00	0.00		
19	9790	Sign Board	\$0.00	0.00	0.00	0.00	0.00		
20	9790	Team Fees - Brock	\$0.00	0.00	0.00	0.00	0.00		
21	9790	Utilities - Brock	\$0.00	0.00	0.00	0.00	0.00		
22	9790	Team Fees - Capehart	\$0.00	0.00	0.00	0.00	0.00		
23	9790	Utilities - Capehart	\$0.00	0.00	0.00	0.00	0.00		
24	9790	Storage Use - Capehart	\$0.00	0.00	0.00	400.00	-400.00		
25	9790	Pacific NH Little League Baseball	\$0.00	0.00	0.00	0.00	0.00		
26	9790	Team Fees - Pacific	\$0.00	0.00	0.00	0.00	0.00		
27	9790	JR Hornets Pacific	\$0.00	0.00	0.00	0.00	0.00		
28	9790	TRUSD Reim for Pacific Pool	\$0.00	0.00	0.00	0.00	0.00		
29	9790	USBank Incentive	\$0.00	0.00	0.00	0.00	0.00		
30	9790	Stale dated Check	\$0.00	0.00	0.00	0.00	0.00		
31	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	0.00	0.00		
32	9790	Reim Settlement - Waste Mngmnt	\$0.00	0.00	0.00	63.44	-63.44		
33	9790	CAPRI Liability Reim	\$0.00	0.00	0.00	0.00	0.00		
34	9790	Jury Duty Reim	\$0.00	0.00	0.00	0.00	0.00		
35		TOTAL	\$8,000.00	0.00	0.00	463.44	7,536.56	6%	
36	AQUATICS								
37	9646	Swim Lesson	\$0.00	0.00	0.00	0.00	0.00		
38	9646	Adult Lap Swim	\$0.00	0.00	0.00	0.00	0.00		
39	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00		
40		TOTAL	\$20,000.00	0.00	0.00	0.00	0.00	0%	
41									
42	DAY CARE PROGRAM								
43	9646	Ridgepoint Raccoon Club	\$0.00	0.00	0.00	0.00	0.00		
44	9646	Distant Learning (T.R.U.S.D.)	\$0.00	5,400.00	0.00	74,943.00	0.00		
45	9646	Winter Camp	\$0.00	0.00	0.00	0.00	0.00		
46	9646	Spring Camp	\$0.00	0.00	0.00	0.00	0.00		
47	9646	Fall Camp	\$0.00	0.00	0.00	754.00	-754.00		
48	9646	Summer Kids Kamp - Comm Ctr	\$0.00	0.00	0.00	3,105.00	-3,105.00		
49		TOTAL	\$35,000.00	5,400.00	0.00	\$78,802.00	-43,802.00	225%	
50									
51	SPECIAL INTEREST CLASSES								
52	9646	Art Class	\$0.00	0.00	0.00	0.00	0.00		
53	9646	First Aid and CPR Class	\$0.00	0.00	0.00	0.00	0.00		
54	9646	Harvest Time	\$0.00	0.00	0.00	0.00	0.00		
55	9646	Pickle Ball	\$0.00	0.00	0.00	0.00	0.00		
56	9646	SR Movies	\$0.00	0.00	0.00	0.00	0.00		
57		TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	
58									
59	SPECIAL EVENTS								
60	9646	Halloween	\$0.00	0.00	0.00	0.00	0.00		
61	9646	Holiday Party	\$0.00	0.00	0.00	0.00	0.00		
62	9646	Movie Night in The Park	\$0.00	0.00	0.00	0.00	0.00		
63	9646	Spring Fling	\$0.00	0.00	0.00	0.00	0.00		
64	9646	Yard Sale	\$0.00	0.00	0.00	0.00	0.00		
65		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%	
66									
67	CONTRACT CLASSES								
68	9646	Kidz Love Soccer	\$0.00	0.00	0.00	0.00	0.00		
69	9646	Youth Tumbling/Dance	\$0.00	0.00	0.00	0.00	0.00		
70		TOTAL	\$5,000.00	0.00	0.00	0.00	5,000.00	0%	
71									
72	RECREATION MISC.								
73	9646	Gym Rental-Capehart/Pacific/R.P.	\$0.00	0.00	0.00	0.00	0.00		
74	9646	Open Gym Basketball	\$0.00	0.00	0.00	0.00	0.00		
75	9646	Park Rentals	\$0.00	0.00	0.00	-280.00	280.00		
76		TOTAL	\$25,000.00	0.00	0.00	-280.00	25,280.00	-1%	
77									
78								Page 1	

	A	B	C	D	E	F	G	H
79								
80	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
81	YOUTH SPORTS							
82	9646	Pee Wee Fball (K-1) - Fall	\$0.00	0.00	0.00	0.00	0.00	
83	9646	Pee Wee Bball (K-1) - Winter	\$0.00	0.00	0.00	0.00	0.00	
84	9646	Pee Wee Bball (K-1) - Spring	\$0.00	0.00	0.00	0.00	0.00	
85	9646	Youth Basketball - Winter	\$0.00	0.00	0.00	0.00	0.00	
86	9646	Youth Basketball - Spring	\$0.00	0.00	0.00	0.00	0.00	
87	9646	Jr Hi Basketball-Winter	\$0.00	0.00	0.00	0.00	0.00	
88	9646	TRUSD Jr Hi Basketball-Spring	\$0.00	0.00	0.00	0.00	0.00	
89	9646	TRUSD Middle School Volleyball	\$0.00	0.00	0.00	0.00	0.00	
90	9646	TRUSD Middle School Soccer	\$0.00	0.00	0.00	0.00	0.00	
91	9646	TRUSD Dodgeball	\$0.00	0.00	0.00	0.00	0.00	
92	9646	Youth Volleyball League	\$0.00	0.00	0.00	0.00	0.00	
93	9646	Youth Dodgeball	\$0.00	0.00	0.00	0.00	0.00	
94	9646	Cheer	\$0.00	0.00	0.00	0.00	0.00	
95	9646	Pee Wee Sports Camp	\$0.00	0.00	0.00	0.00	0.00	
96		TOTAL	\$35,000.00	0.00	0.00	0.00	35,000.00	0%
97								
98	ADULT SPORTS							
99	9646	Coed Power Volleyball-Monday	\$0.00	0.00	0.00	0.00	0.00	
100	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
101		TOTAL	\$5,000.00	0.00	0.00	0.00	5,000.00	0%
102								
103	TAXES							
104	9101	Prop Tax - Secured	\$1,354,620.00	12,338.87	(1213.10)	791,312.94	563,307.06	
105	9102	Prop Tax - Unsec	\$50,000.00	52,758.67	0.00	52,758.53	-2,758.53	
106	9103	Supp Prop Tax	\$35,000.00	12,452.51	(856.72)	11,595.79	23,404.21	
107	9104	Prop Tax Sec Delinquent	\$9,251.00	12,109.48	0.00	12,109.48	-2,858.48	
108	9105	Prop Tax Supp Delinquent	\$1,989.00	1,868.04	0.00	1,868.04	120.96	
109	9106	Prop tax Unitary	\$8,500.00	129.92	0.00	4,481.04	4,018.96	
110	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
111	9130	Prop Tax - Prior Unsec	\$600.00	916.41	0.00	916.41	-316.41	
112	9140	Prop Tax - Pently	\$0.00	218.31	0.00	218.31	-218.31	
113	9196	RDA Residual	\$12,250.00	0.00	0.00	0.00	12,250.00	
114		TOTAL	\$1,472,210.00	92,792.21	(2069.82)	875,260.54	596,949.46	59%
115								
116	INTEREST INCOME							
117	9410	Interest Income	\$15,000.00	1,110.00	0.00	1,326.00	13,674.00	
118		TOTAL	\$15,000.00	1,110.00	0.00	1,326.00	13,674.00	9%
119								
120	USE OF MONEY/PROPERTY							
121	9522	Homeowner Prop Tax	\$11,000.00	6,472.97	0.00	6,472.97	4,527.03	
122		TOTAL	\$11,000.00	6,472.97	0.00	6,472.97	4,527.03	59%
123								
124	IN LIEU TAX							
125	9529	In Lieu Tax	\$70,000.00	0.00	0.00	0.00	70,000.00	
126		TOTAL	\$70,000.00	0.00	0.00	0.00	70,000.00	0%
127								
128	MISC. Revenue							
129	9530	Misc. Revenue	\$75,348.00	11,302.80	0.00	43,722.40	31,625.60	
130		TOTAL	\$75,348.00	11,302.80	0.00	43,722.40	31,625.60	58%
131								
132	AID TO LOCAL GOVERNMENT							
133	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
134		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
135								
136	REDEVELOPMENT FUNDS							
137	9533	Redevelopment funds	\$9,200.00	0.00	0.00	0.00	9,200.00	
138		TOTAL	\$9,200.00	0.00	0.00	0.00	9,200.00	0%
139								
140	STATE AID							
141	9569	State Aid	\$0.00	0.00		0.00	0.00	
142		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
143								
144								
145								
146								
147								
148								
149								
150								
151								
152								
153								
154								
155								
156								

	A	B	C	D	E	F	G	H
157								
158	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
159	9429	Building Rental	\$35,000	0.00	(832.50)	-1,585.00	36,585.00	-5%
160	9646	Rec Fees & Charges	\$125,000	5,400.00	0.00	78,522.00	46,478.00	63%
161	9100	Taxes	\$1,472,210	92,792.21	(2069.82)	875,260.54	596,949.46	59%
162	9410	Interest Income	\$15,000	1,110.00	0.00	1,326.00	13,674.00	0%
163	9522	Homeowner Prop Tax	\$11,000	6,472.97	0.00	6,472.97	4,527.03	59%
164	9529	In Lieu Tax	\$70,000	0.00	0.00	0.00	70,000.00	0%
165	9530	Misc. Revenue	\$75,348	11,302.80	0.00	43,722.40	31,625.60	58%
166	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
167	9533	Redevelopmnet Funds	\$9,200	0.00	0.00	0.00	9,200.00	0%
168	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
169	9690	Lease Property	\$100,000	13,842.37	0.00	52,145.59	47,854.41	52%
170	9790	Revenue Other	\$8,000	0.00	0.00	463.44	7,536.56	6%
171		TOTAL	\$1,920,758	130,920.35	(2902.32)	1,056,327.94	864,430.06	55%
172								
173		GENERAL RESERVED FUND	\$0					
174		CARRY OVER	\$365,075	0.00	0.00	365075.00	0	100%
175								
176		TOTAL BUDGET	\$2,285,833	130,920.35	-2,902.32	\$1,421,403	864,430	62%
177								
178		Donations		0.00				
179		ADA Subsidiary		0.00	0.00			
180		Field Deposit - Brock Park		0.00				
181		Field Deposit - Softball Complex		0.00				
182		Field Deposit - Capehart		0.00				
183		Bldg Deposit		0.00	0.00			
184		Bldg Guards		0.00				
185		Bldg Ins. Subsidiary		0.00				
186				0.00				
187								
188	2191	SMUD Reim - Something Extra		380.00				
189	2192	PG&E Reim - Something Extra		10.00				
190	2193	Republic Serv. Reim - Something		90.00				
191	2195	Sewage Reim - Something Extra		240.00				
192	2198	Water Reim - Something Extra		100.00				
193				0.00				
194				820.00				
195								
196								
197		Total Revenue		131,740.35				
198								
199								
200								
201		Program/Scholarship Donations	\$0.00	0.00	0.00	539.75	-539.75	
202								
203		District ADA Account	\$0.00	0.00	0.00	9,764.79	-9,764.79	
204		055000000	\$0.00	0.00	0.00	7,842.80	-7,842.80	
205		Contingency	\$200,000.00	0.00	0.00	0.00	200,000.00	
206		Park Dedication Acct 088L	\$0.00	25.00	0.00	14,037.00	-14,037.00	
207		Park Fees 346I	\$0.00	115,113.20	168.00	1,205,426.27	-1,205,426.27	
208		District Reserve Acct	\$0.00	0.00	0.00	936,116.56	-936,116.56	
209								
210								

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - JANUARY 2021						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	TAXES							
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		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
17								
18	INTEREST INCOME							
19	9410	Interest Income	\$0.00	51.00	0.00	58.00	-58.00	
20		TOTAL	\$0.00	51.00	0.00	58.00	-58.00	0%
21								
22	USE OF MONEY/PROPERTY							
23	9522	Homeowner Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
24		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
25								
26	IN LIEU TAX							
27	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
28		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
29								
30	MISC. Revenue							
31	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
32		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
33								
34	AID TO LOCAL GOVERNMENT							
35	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
36		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
37								
38	REDEVELOPMENT FUNDS							
39	9533	Redevelopment funds	\$0.00	0.00	0.00	0.00	0.00	
40		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
41								
42	STATE AID							
43	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
44		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
45								
46	SPECIAL ASSESSMENT							
47	9603	Special Assessment	\$118,440.00	1,055.89	(93.86)	59,385.23	59,054.77	
48		TOTAL	\$118,440.00	1,055.89	(93.86)	59,385.23	59,054.77	50%
49								
50	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
51								
52	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
53	9410	Interest Income	\$0	51.00	0.00	58.00	-58.00	0%
54	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
55	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
56	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
57	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
58	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
59	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
60	9603	Special Assessment	\$118,440	1,055.89	(93.86)	59,385.23	59,054.77	50%
61								
62		TOTAL	\$118,440	1,106.89	(93.86)	59,443.23	58,997	50%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$40,195	0.00	0.00	0.00	40,195.00	0%
66								
67		TOTAL BUDGET	\$158,635	1,106.89	-93.86	\$59,443	99,192	37%
68								
69								
70		Total Revenue		1,106.89				
71								
72								
73								
74								
75								

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - JANUARY 2021						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator	110,172	8,477.84	67,782.72	42,389.28	62%
8	1110	Office Manager	60,240	4,636.92	36,978.58	23,261.42	61%
9	1110	Office Assistant	0	0.00	0.00	0.00	0%
10	1122	Board of Directors	8,500	400.00	4,100.00	4,400.00	48%
11		Sub-Total	178,912	13,514.76	108,861.30	70,050.70	61%
12	1210	Retirement	13,633	1,049.18	8,380.90	5,252.10	61%
13	1220	OASDI	13,687	955.82	7,776.20	5,910.80	57%
14	1230	Insurance	30,933	2,471.78	17,205.86	13,727.14	56%
15	1240	Worker's Comp.	2,652	0.00	1,690.13	961.87	64%
16	1250	Unemployment	490	244.38	244.38	245.62	50%
17		Sub-Total	61,396	4,721.16	35,297.47	26,097.53	57%
18		TOTAL	240,307	18,235.92	144,158.77	96,149.23	60%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	1,300	0.00	464.06	835.94	36%
22	2022	Bks/Subs	255	0.00	146.44	108.56	57%
23	2029	Bus Conf Exp	1,500	0.00	-515.00	2,015.00	-34%
24	2035	Educ/Trng	0	0.00	0.00	0.00	0%
25	2039	Empl Trans	300	0.00	0.00	300.00	0%
26	2051	Insurance	91,002	0.00	91,002.00	0.00	100%
27	2061	Memberships	9,300	0.00	9,400.00	-100.00	101%
28	2076	Office Sups	7,000	483.29	5,053.37	1,946.63	72%
29	2081	Postage	1,100	0.00	0.00	1,100.00	0%
30	2085	Printing	750	162.70	234.48	515.52	31%
31	2197	Tele & Teleg	15,500	1,331.63	8,949.57	6,550.43	58%
32	2261	Office Equip Mtnc	8,000	36.00	2,194.73	5,805.27	27%
33	2275	Rents & Leases	9,500	618.46	4,345.90	5,154.10	46%
34	2332	Food Sups	600	0.00	445.08	154.92	74%
35	2444	Medical Supplies	2,000	0.00	1,991.29	8.71	100%
36	2505	Actg Svcs	27,750	0.00	10,350.00	17,400.00	37%
37	2531	Legal Svcs	10,000	1,317.50	7,052.50	2,947.50	71%
38	2591	Other Prof Svcs	80,700	30,054.27	64,447.43	16,252.57	80%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	28,980	0.00	28,975.34	4.66	100%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	16,000	79.26	673.72	15,326.28	4%
43		TOTAL	311,537	34,083.11	235,210.91	76,326.09	76%
44							
45							
46							
47	4303	Office Equipment	0	0.00	0.00	0	0%
48		TOTAL	0	0.00	0.00	0.00	0%
49							
50							
51							
52							
53							
54							
55							
56							
57							PAGE 1

	A	B	C	D	E	F	G
58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah	68,736	5,290.46	41,295.45	27,440.55	60%
62	1110	Supervisor-Rachel	52,104	4,011.08	31,074.18	21,029.82	60%
63	1122	Part Time	165,000	8,024.75	76,736.50	88,263.50	47%
64	1122	Part Time Ases	68,440	4,034.75	27,083.03	41,356.97	40%
65		Sub-Total	354,280	21,361.04	176,189.16	178,090.84	50%
66	1210	Retirement	9,667	744.13	5,644.72	4,022.28	58%
67	1220	OASDI	20,217	1,558.26	12,985.59	7,231.41	64%
68	1230	Insurance	13,494	1,075.06	7,388.90	6,105.10	55%
69	1240	Worker's Comp	5,394	0.00	3,746.64	1,647.36	69%
70	1250	Unemployment	5,510	427.80	1,997.27	3,512.73	36%
71		Sub-Total	54,282	3,805.25	31,763.12	22,518.88	59%
72		TOTAL	408,562	25,166.29	207,952.28	200,609.72	51%
73							
74	SERVICES & SUPPLIES						
75	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
76	2022	Books/Subs	0	0.00	0.00	0.00	0%
77	2029	Business/Conf Exp	500	0.00	0.00	500.00	0%
78	2035	Educ/Trng	1,000	0.00	0.00	1,000.00	0%
79	2039	Empl Trans	1,000	32.49	60.95	939.05	6%
80	2061	Memberships	300	0.00	295.00	5.00	98%
81	2065	Film Svcs	0	0.00	0.00	0.00	0%
82	2076	Office Sups	750	0.00	77.69	672.31	10%
83	2081	Postage	1,500	0.00	0.00	1,500.00	0%
84	2085	Printing	6,000	0.00	97.87	5,902.13	2%
85	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
86	2275	Rents & Leases	0	0.00	0.00	0.00	0%
87	2314	Clothing	3,000	0.00	908.87	2,091.13	30%
88	2332	Food	500	0.00	119.94	380.06	24%
89	2444	Med Sups	2,500	72.61	969.93	1,530.07	39%
90	2591	Other Prof Svcs	5,000	324.00	2,986.27	2,013.73	60%
91	2851	Rec Svcs	5,000	0.00	690.86	4,309.14	14%
92	2852	Rec Sups	9,000	573.20	2,463.79	6,536.21	27%
93	2871	Transportation	1,800	0.00	0.00	1,800.00	0%
94	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
95			37,850	1,002.30	8,671.17	29,178.83	23%
96							
97	4303	Office Equipment	0	0.00	0.00	0.00	0%
98			0	0.00	0.00	0.00	0%
99							
100							
101							
102							
103							
104							
105							
106							
107							
108							
109							
110							
111							
112							
113							
114							

	A	B	C	D	E	F	G
115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott	75,732	5,828.62	46,588.96	29,143.04	62%
119	1110	Supervisor - Sergio	60,240	4,636.92	37,055.36	23,184.64	62%
120	1110	Facility Mtnc Sprv.- Sean	67,980	5,232.30	14,456.10	53,523.90	21%
121	1110	Mtnc Wkr-Doug	12,505	0.00	8,812.30	3,692.70	70%
122	1110	Mtnc Wkr-Eric	41,880	3,224.62	25,756.96	16,123.04	62%
123	1110	Mtnc Wkr-Rodney	41,880	3,224.62	25,756.96	16,123.04	62%
124	1110	Mtnc Wkr-Steve	36,238	2,790.60	22,238.78	13,999.22	61%
125	1110	Mtnc Wkr-Adam	36,238	2,790.60	21,486.18	14,751.82	59%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Freedom Park Monitor	0	0.00	0.00	0.00	0%
128	1122	Weekday & Weekend Bldg Monitor	15,000	1,792.00	9,220.13	5,779.87	61%
129		Sub-Total	387,693	\$ 29,520.28	211,371.73	176,321.27	55%
130	1210	Retirement	29,815	2,218.26	16,268.16	13,546.84	55%
131	1220	OASDI	29,659	2,303.17	15,854.66	13,804.34	53%
132	1230	Insurance	89,342	5,269.96	45,365.51	43,976.49	51%
133	1240	Worker's Comp.	36,615	0.00	27,162.40	9,452.60	74%
134	1250	Unemployment	2,205	608.81	614.64	1,590.36	28%
135		Sub-Total	187,636	10,400.20	105,265.37	82,370.63	56%
136		TOTAL	575,329	39,920.48	316,637.10	258,691.90	55%
137	SERVICES & SUPPLIES						
138	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
139	2035	Educ/Trng	500	0.00	0.00	500.00	0%
140	2039	Empl Trans	200	14.38	129.40	70.60	65%
141	2061	Memberships	300	300.00	300.00	0.00	100%
142	2076	Office Sups	200	0.00	193.01	6.99	97%
143	2104	Agri/Hort	2,000	0.00	0.00	2,000.00	0%
144	2111	Bldg Mtnc Svc	2,500	0.00	807.96	1,692.04	32%
145	2112	Bldg Mtnc Sups	7,500	132.29	3,414.40	4,085.60	46%
146	2122	Chem Sups	4,000	0.00	286.51	3,713.49	7%
147	2131	Elec Sys SVC	4,000	3,037.00	3,037.00	963.00	76%
148	2132	Elec Sys Sup	2,000	0.00	359.86	1,640.14	18%
149	2142	Land Imp Sup	15,000	0.00	8,988.43	6,011.57	60%
150	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
151	2162	Paint Sups	2,000	0.00	312.35	1,687.65	16%
152	2168	Plumbing Sups	4,800	0.00	1,125.09	3,674.91	23%
153	2191	Electricity	49,000	3,246.89	22,187.21	26,812.79	45%
154	2192	Natural Gas	3,000	1,010.60	1,526.09	1,473.91	51%
155	2193	Refuse	8,500	2,089.48	6,235.93	2,264.07	73%
156	2195	Sewage	6,200	-39.89	1,214.03	4,985.97	20%
157	2197	Tele/Teleg	1,900	154.03	1,088.21	811.79	57%
158	2198	Water	95,000	4,178.69	65,504.69	29,495.31	69%
159	2205	Auto Mtnc Svc	12,000	856.84	5,627.48	6,372.52	47%
160	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
161	2211	Constr Equip Svc	7,500	0.00	5,459.97	2,040.03	73%
162	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
163	2226	Expend Tools	3,000	406.88	1,622.17	1,377.83	54%
164	2236	Fuels & Lubes	16,000	6,660.67	9,675.02	6,324.98	60%
165	2275	Rents & Leases	9,000	1,504.11	4,627.38	4,372.62	51%
166	2281	Shop Equip Svc	1,000	55.89	325.96	674.04	33%
167	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
168	2292	Other Equip	7,000	59.90	2,318.56	4,681.44	33%
169	2314	Clothing	1,800	0.00	179.14	1,620.86	10%
170	2321	Cust Svc	0	0.00	0.00	0.00	0%
171							

	A	B	C	D	E	F	G
172	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
173	2322	Cust Sup	16,000	1,376.37	10,517.82	5,482.18	66%
174	2444	Medical Sup	300	0.00	74.89	225.11	25%
175	2591	Other Prof Svc	70,000	17,297.34	40,942.80	29,057.20	58%
176	2898	Other Oper Exp	100	0.00	0.00	100.00	0%
177		TOTAL	352,300	42,341.47	198,081.36	154,218.64	56%
178							
179							
180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	0	0.00	0.00	0.00	0%
183	4202	Structures & Imp	0	0.00	0.00	0.00	0%
184	4303	Other Equip	0	0.00	0.00	0.00	0%
185			0	0.00	0.00	0	0%
186							
187							
188							
189							
190							
191							
192							
193							
194							
195							
196							
197							
198							
199							
200							
201							
202							
203							
204							
205							
206							
207							
208							
209							
210							
211							
212							
213							
214							
215							
216							
217							
218							
219							
220							
221							
222							
223							
224							
225							
226							
227							
228							

	A	B	C	D	E	F	G
229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		<u>DISTRICT TOTALS</u>					
231	<u>SALARIES & BENEFITS</u>						
232	1110	FULL TIME SALARIES	663,945	47,753.98	379,282.53	284,662.47	57%
233	1122	PART TIME SALARIES	256,940	13,851.50	117,139.66	139,800.34	46%
234	1210	RETIREMENT	53,115	4,011.57	30,293.78	22,821.22	57%
235	1220	OASDI	63,563	4,817.25	36,616.45	26,946.55	58%
236	1230	INSURANCE	133,769	8,816.80	69,960.27	63,808.73	52%
237	1240	WORKER'S COMP	44,661	0.00	32,599.17	12,061.83	73%
238	1250	UNEMPLOYMENT	8,205	1,280.99	2,856.29	5,348.71	35%
239	1000	SALARIES/BENEFITS	1,224,198	83,322.69	668,748.15	555,449.85	55%
240							
241	<u>SERVICES & SUPPLIES</u>						
242	2005	AD/LEGAL NOTICE	1,300	0.00	464.06	835.94	36%
243	2022	BOOKS/SUBS	255	0.00	146.44	108.56	57%
244	2029	BUS/CONF EXP	2,000	0.00	-515.00	2,515.00	0%
245	2035	EDUC/TRNG	1,500	0.00	0.00	1,500.00	0%
246	2039	EMPLOY TRANS	1,500	32.49	190.35	1,309.65	0%
247	2051	INSURANCE	91,002	0.00	91,002.00	0.00	100%
248	2061	MEMBERSHIPS	9,900	300.00	9,995.00	-95.00	101%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	7,950	483.29	5,324.07	2,625.93	67%
251	2081	POSTAGE	2,600	0.00	0.00	2,600.00	0%
252	2085	PRINTING	6,750	162.70	332.35	6,417.65	5%
253	2104	AGRI/HORT	2,000	0.00	0.00	2,000.00	0%
254	2111	BLDG MTNC SVC	2,500	0.00	807.96	1,692.04	32%
255	2112	BLDG MTNC SUP	7,500	132.29	3,414.40	4,085.60	46%
256	2122	CHEM SUPS	4,000	0.00	286.51	3,713.49	7%
257	2131	ELEC MTNC SVC	4,000	3,037.00	3,037.00	963.00	76%
258	2132	ELEC MTNC SUP	2,000	0.00	359.86	1,640.14	18%
259	2142	LAND IMP SUP	15,000	0.00	8,988.43	6,011.57	60%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	2,000	0.00	312.35	1,687.65	16%
262	2168	PLUMBING SUPS	4,800	0.00	1,125.09	3,674.91	23%
263	2191	ELECTRICITY	49,000	3,246.89	22,187.21	26,812.79	45%
264	2192	NATURAL GAS	3,000	1,010.60	1,526.09	1,473.91	51%
265	2193	REFUSE	8,500	2,089.48	6,235.93	2,264.07	73%
266	2195	SEWAGE	6,200	-39.89	1,214.03	4,985.97	20%
267	2197	TELE/TELEG	17,400	1,485.66	10,037.78	7,362.22	58%
268	2198	WATER	95,000	4,178.69	65,504.69	29,495.31	69%
269	2205	AUTO MTNC SVC	12,000	856.84	5,627.48	6,372.52	47%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	7,500	0.00	5,459.97	2,040.03	73%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	3,000	0.00	1,622.17	1,377.83	54%
274	2236	FUELS / LUBES	16,000	6,660.67	9,675.02	6,324.98	60%
275	2261	OFF EQUIP MTNC	8,000	36.00	2,194.73	5,805.27	27%
276	2275	RENTS/LEASES	18,500	2,122.57	8,973.28	9,526.72	49%
277	2281	SHOP EQUIP SVCS	1,000	55.89	325.96	674.04	33%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	7,000	59.90	2,318.56	4,681.44	33%
280	2314	CLOTHING	4,800	0.00	1,088.01	3,711.99	23%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
282							
283							
284							
285							

	A	B	C	D	E	F	G
286	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
287	2322	CUST SUP	16,000	1,376.37	10,517.82	5,482.18	66%
288	2332	FOOD SUPS	1,100	0.00	565.02	534.98	51%
289	2444	MED SUPS	4,800	72.61	3,036.11	1,763.89	63%
290	2505	ACCOUNT SVC	27,750	0.00	10,350.00	17,400.00	37%
291	2531	LEGAL SVC	10,000	1,317.50	7,052.50	2,947.50	71%
292	2591	OTHER PROF SVCS	155,700	47,675.61	108,376.50	47,323.50	70%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	28,980	0.00	28,975.34	4.66	0%
295	2851	RECREATION SVC	5,000	0.00	690.86	4,309.14	14%
296	2852	RECREATION SUP	9,000	573.20	2,463.79	6,536.21	27%
297	2871	TRANSPORTATION	1,800	0.00	0.00	1,800.00	0%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	16,100	79.26	673.72	15,426.28	4%
300	2000	SERVICES/SUPPLIES	701,687	77,426.88	441,963.44	259,723.56	63%
301							
302	FIXED ASSETS						
303	4201	Building IIM	0	0.00	0.00	0.00	0%
304	4202	STRUCT & IMP	0	0.00	0.00	0.00	0%
305	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
306	4000	FIXED ASSETS	0	0.00	0.00	0	0%
307							
308							
309	1000	SALARIES & BENE	1,224,198	83,322.69	668,748.15	555,449.85	55%
310							
311	2000	SERVICES & SUPP	701,687	77,426.88	441,963.44	259,723.56	63%
312							
313	4000	FIXED ASSETS	0	0.00	0.00	0	0%
314							
315		CONTINGENCY	200,000	0.00	0.00	200,000.00	0%
316			0				
317		RESERVE	286,927	0.00	0.00	0.00	0%
318							
319							
320		TOTAL	2,412,812	160,749.57	1,110,711.59	1,015,173	46%
321							
322							
323							
324							
325							
326							
327							
328							
329							
330							

	A	B	C	D	E	F	G
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT JANUARY 2021					
3							
4	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
5	ADMINISTRATION						
6	SERVICES & SUPPLIES						
7	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
8	2505	Actg Svcs	1,500	0.00	1,500.00	0.00	100%
9	2591	Other Prof Svcs	12,850	0.00	4,354.24	8,495.76	34%
10		TOTAL	14,505	0.00	6,009.24	8,495.76	41%
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							
43							
44							
45							
46							
47							
48							
49							
50							
51							
52							
53							
54							
55							
56							
57							

	A	B	C	D	E	F	G
58	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
59	MAINTENANCE						
60	SALARIES & BENEFITS						
61	1110	Mtnc Wkr-	33,543	3,707.56	19,585.70	13,957.30	58%
62	1122	PT Wkr-Seasonal	12,000	0.00	6,776.00	5,224.00	56%
63		Sub-Total	45,543	\$ 3,707.56	26,361.70	19,181.30	58%
64	1210	Retirement	2,683	282.63	1,552.87	1,130.13	58%
65	1220	OASDI	3,484	283.63	2,016.66	1,467.34	58%
66	1230	Insurance	11,816	1,254.67	6,273.35	5,542.65	53%
67	1240	Worker's Comp.	4,348	0.00	2,962.14	1,385.86	68%
68	1250	Unemployment	700	77.86	93.41	606.59	13%
69		Sub-Total	23,031	1,898.79	12,898.43	10,132.57	56%
70		TOTAL	68,574	5,606.35	39,260.13	29,313.87	57%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	1,500	0.00	0.00	1,500.00	0%
73	2111	Bldg Mtnc. Svcs	250	0.00	0.00	250.00	0%
74	2122	Chemical Supplies	250	0.00	0.00	250.00	0%
75	2142	Land Imp Supplies	1,400	0.00	1,330.56	69.44	95%
76	2191	Electricity	750	46.40	500.22	249.78	67%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	30,000	188.50	20,889.81	9,110.19	70%
79	2205	Auto Mtnc Svc	1,200	0.00	0.00	1,200.00	0%
80	2211	Constr Equip. Svc	250	0.00	0.00	250.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	500.00	1,000.00	1,000.00	50%
83	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
84	2281	Shop Equip Serv.	150	0.00	0.00	150.00	0%
85	2292	Other Equip Sups	500	0.00	0.00	500.00	0%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	100	0.00	0.00	100.00	0%
88	2591	Other Prof Svc	500	70.00	265.10	234.90	53%
89		TOTAL	41,650	804.90	23,985.69	17,664.31	58%
90							
91							
92	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
93	FIXED ASSETS						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	0	0.00	0.00	0.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			0	0.00	0.00	0.00	0%
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		DISTRICT TOTALS					
115		SALARIES & BENEFITS					
116	1110	FULL TIME SALARIES	33,543	3,707.56	19,585.70	13,957.30	58%
117	1122	PART TIME SALARIES	12,000	0.00	6,776.00	5,224.00	56%
118	1210	RETIREMENT	2,683	0.00	1,552.87	1,130.13	58%
119	1220	OASDI	3,484	283.63	2,016.66	1,467.34	58%
120	1230	INSURANCE	11,816	1,254.67	6,273.35	5,542.65	53%
121	1240	WORKER'S COMP	4,348	0.00	2,962.14	1,385.86	68%
122	1250	UNEMPLOYMENT	700	77.86	93.41	606.59	13%
123	1000	SALARIES/BENEFITS	68,574	5,606.35	39,260.13	29,313.87	57%
124							
125		SERVICES & SUPPLIES					
126	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
127	2104	AGRI/HORT	1,500	0.00	0.00	1,500.00	0%
128	2111	Bldg Mtn. Svcs	250	0.00	0.00	250.00	0%
129	2122	Chemical Supplies	250	0.00	0.00	250.00	0%
130	2142	Land Imp Supplies	1,400	0.00	1,330.56	69.44	95%
131	2191	ELECTRICITY	750	0.00	500.22	249.78	67%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	30,000	188.50	20,889.81	9,110.19	70%
134	2205	Auto Mtn. Svc	1,200	0.00	0.00	1,200.00	0%
135	2211	Constr Equip. Svc	250	0.00	0.00	250.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	500.00	1,000.00	1,000.00	50%
138	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
139	2281	Shop Equip Serv.	150	0.00	0.00	150.00	0%
140	2292	Other Equip Sups	500	0.00	0.00	500.00	0%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	100	0.00	0.00	100.00	0%
143	2505	Accounting	1,500	0.00	1,500.00	0.00	100%
144	2591	OTHER PROF SVCS	12,850	0.00	4,619.34	8,230.66	36%
145	2000	SERVICES/SUPPLIES	56,155	804.90	29,994.93	26,160.07	53%
146							
147		FIXED ASSETS					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	0	0.00	0.00	0.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	0	0.00	0.00	0.00	0%
152							
153							
154	1000	SALARIES & BENE	68,574	5,606.35	39,260.13	29,313.87	57%
155							
156	2000	SERVICES & SUPP	56,155	804.90	29,994.93	26,160.07	53%
157							
158	4000	FIXED ASSETS	0	0.00	0.00	0.00	0%
159							
160		CONTINGENCY	33,905	0.00	0.00	33,905.00	0.00
161			0				
162		RESERVE	0	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	158,634	6,411.25	69,255.06	89,379	44%
166							
167							
168							
169							