

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

Regular Meeting of the Board of Directors
July 13, 2023, 6:30 p.m. – District Office – Regular Meeting
6040 Watt Avenue, North Highlands, Ca 95660
Phone: (916) 332-7440
WWW.NHRPD.ORG

1. CALL MEETING TO ORDER

2. COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS

Matters under the jurisdiction of the Board of Directors, and not on the posted agenda, may be addressed by the general public at this time. The public may address the Board on each agenda item during the Board's consideration of the item. In order to speak, the speaker must complete and submit a public comment card. The cards are available on a table to the rear of the Boardroom. The card should be handed to the Secretary of the Board. The Chairperson of the Board may use his or her discretion in 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.

3. ADMINISTRATOR'S REPORT

- A. Fulton-El Camino Park Police Department: Update
- B. District Administrator Recruitment Update
- B. Park and Facility Maintenance Report
- C. Recreation Report
- D. Program/Event Evaluation Report

4. CORRESPONDENCE

None

5. REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Crystal Harding; Member Veya Cummings

Facility Development: Chairperson Beau Reynolds; Member Joanna McVay

Personnel and Policy: Chairperson Veya Cummings ; Member Beau Reynolds

Programs, Fees, and Charges: Chairperson Joanna McVay; Member Crystal Harding

6. CONSENT CALENDAR

- A. Approval June 8, 2023 minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of June 2023.

7. UNFINISHED BUSINESS

- A. Sierra Creek Park Budget

8. NEW BUSINESS

A. Freedom Park Security Plan Modification

Board discussion/action to approve staff's recommendation to implement the proposed amendments to the existing operational security plan at Freedom Park.

9. CHAIRPERSON'S REPORT

10. COMMENT'S FROM BOARD MEMBERS

11. ADJOURNMENT

12. DATE, TIME, AND PLACE OF NEXT MEETING

The next regular meeting of the Board of Directors will be on August 10, 2023 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA

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

IMPORTANT INFORMATION

The North Highlands Recreation and Park District is currently utilizing the Zoom meeting format to record the district board meetings. You can access the Zoom Meeting using the information listed below. The meeting is also available on Facebook live.

Public questions will be accepted by the District up to 3:00 p.m. July 13, 2023. 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. 2 – Comments and Reports from Citizens and Organizations.

Join Zoom Meeting

<https://us06web.zoom.us/j/89868892799?pwd=VHBLcVZjZVgrNXF0Mzk5K2IKSTZnUT09>

North Highlands Recreation and Park District

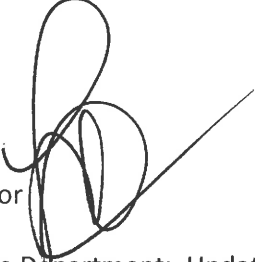
Board Agenda

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

SUBJECT: Fulton-El Camino Park Police Department: Update

DATE: July 13, 2023



BACKGROUND

The North Highlands Recreation and Park District (DISTRICT) entered into an annual park security contract with Fulton-El Camino Recreation and Park District in 2018. The District contracted with FECRPD for 600 hours per fiscal year at an hourly rate (\$67 per hour 2023). The contract hours are 11.5 hours per week with the understanding that more hours are scheduled for spring, summer and fall, and less hours during the winter months when fewer members of the public use our parks. As of 2022, all local recreation and park district's in the Sacramento area contract with FECRPD for similar park security services.

DISCUSSION

In early 2022, the District was notified by FECRPD that they were considering operational changes to the services they provide local park districts. As part of this possible change in services, FECRPD contracted with an outside law enforcement review agency to meet with and interview district administrators. There were several objectives to these meetings; one, to determine the satisfaction local park agencies had with the services provided by FECRPD; two, determine if changes were required to meet the needs of the local park agencies. Options discussed during the interview with the outside police agency include the possible reduction or increased services provided by FECRPD. A reduction in services could result in FECRPD implementing a park ranger program. An increase in services would likely result in an improved police service program. In either case, any additional costs would be passed onto the recreation and park districts.

It has been nearly one year since FECRPD interviewed local park agencies, including North Highlands. As of this date, the District has not yet received notification from FECRPD regarding the results and recommendations resulting from this interview process. District Administrator Mazzuca contacted Emily Ballus, General Manager for the Fulton-El Camino Recreation and Park District inquiring about the status of the survey of district administrators. Ms. Ballus has indicated that this effort was not yet complete, but results should be available to participating park districts before December 2023.

NHRPD staff have concerns about the type and level of service it contractually receives from FECRPD. For the month of June 2023, only one of fourteen District Parks received any reportable police activity

by FECRPD. From that data, we are to assume that there were no other park police reported activity in any district park other than Freedom Park.

Another District concern is that the former FECRPD Chief of Police, Jim Brown, was invited four times to attend a NHRPD Board of Directors meeting. While he indicated several times that he would attend, for one reason or another he did not. Chief Brown retired from FECRPD several months ago. Currently there is an interim Chief of Police serving FECRPD.

Under the 2023-2024 contract with FECRPD, the District receives 600 hours of park police services annually at a cost to the District of \$40,200. Several NHRPD Board of Director's have spoken to me regarding the services provided by FECRPD. The question is "are we getting the appropriate services for the money paid to FECRPD"?

There does not appear to be many options available to NHRPD should it decide to end the contract with FECRPD. The District has previously used private security, with mixed results. With a shortage of Sheriff Deputies, it is highly unlikely that the District could contract with the Sacramento County Sheriff's Department. Twin River Unified School District has a very small in-house police department that focuses on school facilities within their district. It should be noted that the Sacramento County Sheriff's Department does respond to requests for police services at district facilities, but does not provide patrol services to the district.

If the District decided to terminate its contract with FECRPD, the District can do so with a 45 day written notice.

SUMMARY

The options appear to either wait until December 2023 for FECRPD to provide its report and recommendations to the District or seek out private security cost estimates for Board of Director consideration.

RECOMMENDATION

Information only. If the Board determines that they wish for staff to review other park security options, it simply needs to direct staff to do so.

North Highlands Recreation and Park District


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 13, 2023

SUBJECT: District Administrator Recruitment Update



Starting June 20th, the District began mailing the NHRPD Administrator job announcement. Over a period of about three days staff mailed more than 2700 announcements directly to members of CPRS and CARPD. Additionally, CARPD did a direct email to its members. The job announcement was also posted on the CPRS job line effective June 21st. The closing date to apply is July 20th.

The original plan was to post the job announcement in the Sacramento Bee; however, local parks and recreation professionals in the Sacramento region likely received a CPRS and or CARPD direct mailer. Therefore, we can save about \$800 by not posting it in the Bee.

The Personnel and Policy Committee (Veya and Beau) have agreed to meet on July 27 to review the applicant pool of candidates.

It is my recommendation that the Board of Directors, at its July 13th board meeting, select a date to interview candidates **August 8-10** or **August 15-17**. You should plan on a full day 8:30am to 4:30pm.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Larry Mazzuca, District Administrator
From: Scott Graham, Parks and Facilities Superintendent
Date: July 13, 2023
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

- Staff completed multiple irrigation repairs at Freedom, Cherry Blossom, Chardonnay, Strizek, Karl Rosario and Memorial parks.
- At the Office Complex, Bing Drive, Freedom Park and Cherry Blossom Park, shrubs and trees were pruned.
- Picnic spots at Freedom Park, as well as pathways and concrete at Cherry Blossom Park and the Office Complex were pressure washed.
- New container flowers were planted around the Community Center and District Office, and five new trees were planted at Cherry Blossom Park.
- Weed abatement using herbicides was completed at several District Parks and facilities.
- Painting projects at Larchmont, Ridgepoint, Karl Rosario, Planehaven and Chardonnay (bollards, shade structure poles, tables, trash cans, soccer goals) were completed in June. New trash cans were also added at Larchmont and three unusable barbecue pits were removed.
- Weekly mowing edging, trimming and pruning of all District parks and facilities, including the streetscapes at Elverta Park housing community.

FACILITY MAINTENANCE UPDATE:

- Several projects were completed at Freedom Park. Old, faded signage was removed, a new dog bag dispenser was installed, a broken part on a picnic table was repaired and the horseshoe pits were updated with new lumber. In addition, a small hole in the concrete surface of the Splash Pad was patched and the drains were proactively cleared. Finally, one sink in the bathrooms was unclogged and another sink that was leaking was repaired (pictures included).

INCIDENT/ACCIDENT REPORT UPDATE:

- Several decorative pieces of the play structure were damaged by unknown subjects at Strizek Park. The broken pieces were removed. Staff is waiting on cost and availability of replacement parts.

FREEDOM PARK REPAIR PROJECTS



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 summary report is listed below for your review:

Monthly activity report for: North Highlands Park District, **Reporting Period:** 2023-06-01 to 2023-06-30

Summary of enforcement actions

NTA Issued:	Park Hours:	
	Drugs:	
	Weapons:	
	Alcohol:	
	Animals:	
	Vehicle Code:	
	Probation Violation:	
	Other:	
Onsite Arrests:	Drugs:	
	Weapons:	
	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
Calls For Service:		0
Parking Citations:		8
Warrant Arrests:		0
DUI Arrests:		0
Stolen Vehicles:		0
Warnings Issued:		0

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Kayla Thayer, Acting Recreation Superintendent
DATE: July 13, 2023
SUBJECT: Recreation Division Report

Toddler/Youth Programs

- Books and Bakes for Tots held its first class of the series on June 14. This program is in partnership with the Sacramento Public Library. Participants focus on a selected book and then bake, create and learn an activity that relates to the story. There are currently 8 participants enrolled (3 sponsored by TRUSD).
- First class of our Summer Sweets Cooking Class series took place on Thursday, June 15. Participants made Banana Pudding casseroles that they could take home to their families. 15 participants were registered for this program (10 sponsored by TRUSD).
- Youth Indoor Kickball was cancelled due to low registration. Staff will reevaluate the program to come out with new ideas to get the program to run next summer.
- Youth Basketball Open Gym started on Wednesday, June 28 and will continue to August 2.

Summer Kids Camp

- This years Summer Kids Camp theme is "Summer Mash-Up" where we take two themes and combine them!
- Session 1: Wild West Science. 27 campers (17 sponsored by CJUSD) embarked on a journey through the wild west all while experimenting with science. Highlight activities of the week included potato batteries, wild west hats, static electricity can races, and a field trip to the Aerospace Museum.
- Session 2: Disco Dinos. 50 campers (22 campers sponsored by TRUSD, 17 sponsored by CJUSD) boogied all the way to the Skating Rink as well as participated in multiple Disco Dinos activities such as DIY Lava Lamps, Dino-Name Vinyl Records, and Groovy CD Glasses.
- Session 3: Space Chefs. 47 campers (22 campers sponsored by TRUSD, 17 sponsored by CJUSD) baked out of the world while making pizza flying saucers, galaxy brownies and popcorn and they defied gravity at Rebounderz Indoor Trampoline Park.
- Session 4: Barnyard Luau. 47 campers (22 campers sponsored by TRUSD, 17 sponsored by CJUSD) combined hula skirts with cowboy hats during this week. Highlighted activities included bobbing for apples, hula hoop contest, corn mosaic and special visit from the Wild Things Wildlife program.

Teen Programs

- Jr. Rec Leaders has one participant signed up for the summer.
- Staff has extended registration to be open all summer long to accommodate any conflicting summer schedules.

Adult Programs

- Adult Volleyball Open Gym had an average of 14 participants.
- Adult Coed Power Volleyball started June 26th.

Senior Programs

Bingo

- Bingo averaged about 25 participants.

Harvestime

- Harvestime held a summer BBQ-themed party on June 15. Staff grilled burgers and hot dogs. Participants were also encouraged to play backyard games such as cornhole and ping pong.
- Harvestime averaged about 19 participants.

Senior Movies

- The June movie showing was "80 for Brady"
- Senior movie had 6 participants.

Rentals

- Capehart Gym: 13 (1 Resident, 12 Non-Resident)
- Community Center: 4 (0 Resident, 4 Non-Resident)
- Freedom Park: 27 (5 Resident, 22 Non-Resident)
- Recreation Center: 4 (4 Non-Resident)
- Ridgepoint Gym: 2 (2 Non-Resident)
- Birthday Parties: 0

Special Events

- Staff hosted the first Father's Day Nerf Wars Tournament on Saturday, June 17 at Capehart Gymnasium. Father/male guardian and child duos competed in multiple rounds of nerf war games. After the games, all participants and families were invited to the back of the gym for a hot dog BBQ.
- A total of 29 participants were enrolled for the event.

Scholarships

- In the Fiscal Year 2022 – 2023, 7 scholarships were utilized totaling \$145.00. Scholarships were applied to the Youth Basketball Program (4), Youth Cheer (2), and Senior Field Trip (1).
- Staff advertise the scholarship program through the website, in the seasonal Recreation Guide and on applicable social media posts.

- We have received 3 scholarship applications in the month of June. Two of the applications will be applied in the next fiscal year.

Marketing

- Staff added a “Linktree” to our Instagram Bio. This software allows staff to highlight specific links and direct the customer right to the program/event they are looking for.
- Staff attended the Dudley Elementary School Field Day on Saturday, June 3rd.
- We had received 4 new subscribers in June for our newsletter.

Books and Bakes:



Summer Kids Camp





Harvesttime:



Father's Day Nerf Wars:



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Kayla Thayer, Acting Recreation Superintendent
DATE: July 13, 2023
SUBJECT: Program/Event Evaluation Report

Participants were given a physical evaluation or emailed a link to our evaluation at the end of each program. In addition, staff had hard copies of the evaluations and a QR Code posted at the NHRPD table at every event. Rental evaluations are sent out to renters the following Monday after their rental. Below are the results of our program/event/rental evaluations from November 2022 – June 2023. Overall ratings are on a scale of (1 – 5) with 1 being Strongly Dissatisfied and 5 being Strongly Satisfied. This being the first year of collecting evaluations, staff will continue to find ways to increase evaluation participation.

Programs:

Program: Fall Break Camp
Date: 11/17 – 18, 11/21 - 23
Overall rating of the program: 5
How they heard of the program: Website (6), Word of Mouth (4), Activity Guide (1)
Participant Suggestions: N/A

Program: Adult Volleyball
Date: 2023 Winter Season
Overall rating of the program: 4
How they heard of the program: Word of Mouth (3), Social Media (2)
Participant Suggestions: Additional referees for substitutions.

Program: Dragon’s Den Before & After School Program
Date: 1/9/23 – 5/25/23
Overall rating of the program: 4.9
How they heard of the program: Not Applicable.
Participant Suggestions: More family activity nights.

Program: Youth Cheer
Date: 1/18/23 – 3/8/23
Overall rating of the program: 5
How they heard of the program: Website (2), Word of Mouth (1), Other (1)
Participant Suggestions: One more additional practice.

Program: Youth Basketball League

Date: 1/19/23 – 3/11/2023

Overall rating of the program: 4.6

How they heard of the program: Website (10), Recreation Guide (2), Flyer (2), Social Media (1), Word of Mouth (1), Other (1)

Participant Suggestions: Extending the program or adding an additional league in the summer, additional practice days and/or longer practice times, free throws for fouls, medals for all teams, meet and greet prior to start of program, skills test before start of program to even out teams.

Program: Pee Wee Basketball

Date: 1/28/23 – 3/4/2023

Overall rating of the program: 4.9

How they heard of the program: Website (5), Other (2), Word of Mouth (1)

Participant Suggestions: Keeping Youth Basketball League participants from interrupting program.

Program: Cupids in Training Youth Cooking

Date: 2/9/23

Overall rating of the program: 4.8

How they heard of the program: N/A

Participant Suggestions: Crafts during program.

Program: Leprechauns in Training Youth Cooking

Date: 3/11/23

Overall rating of the program: 4.9

How they heard of the program: N/A

Participant Suggestions: More food variety.

Program: Discover Pi Day with Lego Materials

Date: 3/18/23

Overall rating of the program: 5

How they heard of the program: N/A

Participant Suggestions: N/A

Program: Adult Volleyball

Date: 2023 Spring Season

Overall rating of the program: 5

How they heard of the program: Website (1)

Participant Suggestions: N/A

Program: Spring Break Science Camp

Date: 4/3/23 – 4/7/23

Overall rating of the program: 4.75

How they heard of the program: Website (3), TRUSD (2), CJUSD (2), Flyer (1)

Participant Suggestions: N/A

Program: Youth Dodgeball
Date: 4/15/23 – 5/20/23
Overall rating of the program: 5
How they heard of the program: Website (1), Social Media (1), Word of Mouth (1), Flyer (1)
Participant Suggestions: N/A

Program: Pee Wee T-Ball: Skills & Drills
Date: 4/29/23 – 6/3/2023
Overall rating of the program: 4.75
How they heard of the program: Website (2)
Participant Suggestions: Extend the program and make it a team sport.

Program: Summer Sweets Cooking Classes: Banana Pudding
Date: 6/16/23
Overall rating of the program: 4.8
How they heard of the program: N/A
Participant Suggestions: N/A

Events:

Event: Holiday Extravaganza
Date: 12/9/2023

Overall rating of the event: N/A

*This event did not collect any event evaluation forms. Participants were encouraged to engage with us on social media.

Event: Breakfast with Santa
Date: 12/10/2023

Overall rating of the event: N/A

*This event did not collect any event evaluation forms. Participants were encouraged to engage with us on social media.

Event: Park Spotlight Mini-Event: Chardonnay Park
Date: 3/25/2023

Overall rating of the event: 4.5

How they heard of the event: Social Media (2) & Physical Recreation Guide (2)

Suggestions: More activities for toddlers.

Event: Spring Extravaganza & Egg Hunt
Date: 4/8/2023

Overall rating of the event: 4.5

How they heard of the event: Online Recreation Guide (10), Social Media (9), Friends & Family (3), Flyer (2)

Suggestions: More food vendors (2), Activities for older kids (1)

Event: Mother's Day Kickball Tournament

Date: 5/14/2023

Overall rating of the event: 4.8

How they heard of the event: Social Media (4), Flyer (1)

Suggestions: Mothers vs. kids' game, moving the event to Saturday

Event: Father's Day Nerf Wars Tournament

Date: 6/17/2023

Overall rating of the event: 5

How they heard of the event: Social Media (1), Flyer (1), Online Recreation Guide (1)

Suggestions: Kids vs. Kids game.

Birthday Party Rental:

Party Theme: Tactical Dodgeball

Date: 5/20/2023

Overall rating of the event: 5

How they heard of the event: Newsletter

Participant Suggestions: Air Conditioning on in advance.

Facility Rental:

Facility: Community Center

Date: January, February and April 2023

Overall Rating of the Rental: 4.3

How they heard of the event: Friends or Family (3)

Renter's Suggestions: Outlets kept turning off circuit breakers on the stage.

Facility: Freedom Park

Date: April & May 2023

Overall Rating of the Rental: 3.7

How they heard of the event: Online Recreation Guide (1), Friends or Family (1), Park in the Neighborhood (1)

Renter's Suggestions: Extended bathroom hours.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: June 8, 2023

Time: 6:30 p.m. – Regular Meeting

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

Member Present: Patrick Williams, Crystal Harding, Beau Reynolds, Joanna McVay
(Ms. Harding arrived at 6:32pm).

Members Absent: Veya Cummings

Staff Present: Larry Mazzuca, Administrator
Scott Graham, Park Superintendent
Kayla Thayer, Recreation Supervisor
Terri Smith, Administrative Service Manager

Guests Present: Sergio & Kim Portela, Taylor Hodges, and Dakota Hodges

CALL MEETING TO ORDER:

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

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

ADMINISTRATOR'S REPORT:

Employee Recognition:

- Chairperson Williams recognized Park Supervisor Sergio Portela as CARPD Outstanding District Employee.
- Board Member Harding recognized Administrator Larry Mazzuca for receiving the CARPD Jim Meredith Award of Excellence
- Chairperson Williams stated that the District received another award from CAPRI for Safety.
- Board Member Harding also stated that both Sergio and Larry received a certificate from U.S. Representative Ami Bear.

Park Superintendent Scott Graham presented his division report:

Oral Report by Acting Recreation Superintendent Kayla Thayer:

- Kayla stated that the District received (21) additional new subscribers for the District newsletter, with a total of 4,406 subscribers.
- Kayla stated that the website has a new record, traffic hit their highest ever (31,812).

CORRESPONDENCE:

Chairperson Williams stated that there are two resolutions under new business.

REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Crystal Harding; Members Veya Cummings

Facility Development: Chairperson Beau Reynolds; Member Joanna McVay

Personnel and Policy: Chairperson Veya Cummings; Member Beau Reynolds

Programs, Fees, and Charges: Chairperson Joanna McVay; Member Crystal Harding

Budget, Finance & Audit Chairperson Crystal Harding reported on the General Fund and Community Facilities District (CFD) No. 2016-01 Elverta Park FY2023-24 Preliminary Budget. The BFA Committee supported both budgets as presented.

CONSENT CALENDAR

6/1/2023

Motion by Board Member Harding and seconded by Board Member Reynolds to pull item B Payment of the bills from the consent calendar for board question and comments.

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

A. Approval of May 11, 2023 minutes.

6/3/2023

Motion by Board Member McVay and seconded by Board Member Harding to approve the minutes of the Regular Meeting.

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

B. Approval of payment of the bills for the General Fund and CFD for the month of May 2023 with comments from the Board of Directors.

6/2/2023

Motion by Board Member Reynolds and seconded by Board Member Harding to approve the minutes of the Regular Meeting.

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

UNFINISHED BUSINESS

A. Sierra Creek Park Update

Administrator Mazzuca reviewed his report with the Board.

- O'Dell Engineering has submitted a change order for Sierra Creek Park regarding:
 - Sanford Arrowhead Plant habitat.
 - Mitigation Measure D: Western Pond Turtle Nesting
 - Mitigation Measure E: Conduct nesting survey of birds.

NEW BUSINESS

A. Resolution #624 Approval of the General Fund 2023/2024 Fiscal Year Preliminary Budget

6/4/23

Motion by Board Member Harding, seconded by Board Member McVay, that the Board of Directors approves Resolution #624 – Adopting the Preliminary General Fund Budget for Fiscal Year 2023/2024 in the amount of \$3,021,028.

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

B. Resolution #625 – Approval of the 2023/2024 Fiscal Year North Highlands Recreation and Park District Community Facilities District (CFD) No. 2019-01 Elverta Park Preliminary Budget

6/5/23

Motion by Board Member McVay, seconded by Board Member Harding, that the Board of Directors approves Resolution #625 – Adopting the Preliminary North Highlands Recreation and Park District Community Facilities District (CFD) No. 2019-01 Elverta Park Budget for Fiscal Year 2023/2024 in the amount of \$167,172.

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

C. Sacramento LAFCo – Nominations for Special District Commissioner
Administrator Mazzuca reviewed his report for the Special District Commissioner Nominations.

6/6/23

Chairperson Williams made a motion to nominated Board Member McVay for Sacramento LAFCo Special District Commissioner, Board Member Harding seconded.

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

CHAIRPERSON'S REPORT:

Chairperson Williams thanked the District for letting him attend the CARPD Conference at Yosemite. He said that it was a great conference and that he attended many seminars.

COMMENTS FROM BOARD MEMBERS:

Board Member Reynolds wish everyone a Happy Pride Month and a Happy Juneteenth.

Board Member Harding stated that she had a great time at CARPD Conference at Yosemite.

Board Member Harding wanted to acknowledge U.S. Representative Ami Bera and his team who attended a meeting with Chair Williams and herself. Mr. Bear seemed very interested in assisting North Highlands.

RECESS:

7:43 p.m. Chairperson Williams announced a short recess before going into a closed session.

CLOSED SESSION:

(7:55 p.m.) Chairperson Williams called the closed session to order

- A. Closed session regarding recruitment process for District Administrator's position (Gov. Code §54957)

ADJOURNMENT

Chairperson Williams stated that there wasn't any reportable information from the Closed Session Meeting and that the meeting was adjourned at 8:17 p.m. Chairperson Williams then adjourned the Regular Board Meeting at 8:18 p.m.

DATE, TIME, AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on July 13, 2023, at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA.

Signature

Signature

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2023
(Bills paid in June 2023)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
1210	Retirement	Voya	Jun-23	\$	8,075.80
1230	Insurance	California Choice	Jul-23	\$	9,539.12
1230	" " "	CoPower	Jul-23	\$	1,197.00
1240	Workers' Comp	CAPRI		\$	-
	Total				18,811.92

SERVICES & SUPPLIES

2035	Training/Edu	Harding, Crystal	CARPD reim	\$	52.20
2035	" " "	USBank	CARPD Conf.(Tenaya Lodge/Jackal Lopes)	\$	492.74
2039	Empl Trans	Kersevan, Chirs	MAY 2023	\$	31.96
2039	" " "	Luu, Evonne	MAY 2023	\$	37.53
2039	" " "	Thayer, Kayla	MAY 2023	\$	47.88
2039	" " "	Cummings, Veya	MAY 2023 CARPD Conf.	\$	269.86
2039	" " "	Reynolds, Beau	MAY 2023 CARPD Conf.	\$	255.45
2076	Office Sup	Caltronics	Copies	\$	200.62
2076	" " "	Walkers	Supplies	\$	11.10
2076	" " "	Walkers	Copier Paper	\$	301.66
2076	" " "	Walkers	Budget Supplies	\$	40.19
2076	" " "	Walkers	Budget Supplies	\$	36.42
2076	" " "	Caltronics	Copies	\$	371.71
2112	Bldg Maint. Supplies	Grainger	Supplies	\$	87.09
2112	" " "	Home Depot	Supplies	\$	71.44
2112	" " "	Home Depot	Supplies	\$	158.37
2112	" " "	Home Depot	Supplies	\$	11.28
2112	" " "	Home Depot	Supplies	\$	132.67
2112	" " "	Home Depot	Supplies	\$	59.45
2112	" " "	USBank	Amazon (Cleaning Sup)	\$	68.70
2142	Land Imp Sup	Applied Landscaping	Larchmont Park	\$	2,473.30
2142	" " "	Applied Landscaping	Freedom Park	\$	3,903.24
2162	Paint Sup	Home Depot	Paint Supplies	\$	59.64
2162	" " "	Home Depot	Paint Supplies	\$	214.98
2162	" " "	Home Depot	Paint Supplies	\$	139.14
2168	Plumbing	Backflow Tech	Sierra Creek	\$	787.56
2168	" " "	Buttes	Supplies	\$	102.26
2168	" " "	Home Depot	Supplies	\$	28.19
2191	Electric	SMUD	3548415 3244 Freedom Park	\$	167.81
2191	" " "	SMUD	7000000346 District	\$	2,106.91
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$	109.65
2191	" " "	SMUD	2733018 Aztec	\$	1,022.77
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$	-
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$	48.19
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$	7.77
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$	634.44
2193	" " "	Public Works	Dump	\$	292.05
2195	Sewage	Sac Utilities	2802 Perrin	\$	-
2195	" " "	Sac Utilities	3843 Bainbridge	\$	113.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$	113.70

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2023
(Bills paid in June 2023)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
2195	Sewage	Sac Utilities	3929 Karl Dr.	\$ 113.70
2195	" " "	Sac Utilities	6040 Watt	\$ 327.68
2195	" " "	Sac Utilities	7916 Aztec	\$ 638.32
2197	Tele & Teleg	Comcast	Service - Shop	\$ 93.45
2197	" " "	Comcast	Service - District	\$ 329.87
2197	" " "	Telepacific	Service	\$ 849.92
2197	" " "	Sentry Alarm	Service	\$ -
2198	Water	Sac Suburban	Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip Karl Dr., Strizek, Karl&Rosario,Planehaven,Wings	\$ 4,082.87
2198	" " "	Sac Suburban	Way, 6040 Watt,Freedom,Softball Complex	\$ 3,725.09
2198	" " "	CA/American	Chardonnay	\$ 2,384.36
2198	" " "	CA/American	Sierra	\$ 312.19
2205	Auto Maint. Serv	J&T Auto	2006 Ford Ranger	\$ 165.24
2211	Construc Equip Serv.	NH Tire Pros	2008 Flatbed	\$ 353.44
2226	Expand Tools	CH Mowers	Tools	\$ 183.12
2261	Office Equip Mt.	NCS Computers	May 2023 Montly Service	\$ 242.00
2261	" " "	NCS Computers	June 2023 Monthly Service	\$ 242.00
2261	" " "	NCS Computers	Domain renewal	\$ 80.81
2275	Rents & Leases	Alhambra	monthly service	\$ 83.94
2275	" " "	Cintas	Service	\$ 72.31
2275	" " "	CIT - Avaya	Phone Equipment	\$ 437.67
2275	" " "	Cintas	Service	\$ 72.31
2275	" " "	USBank	United Service (porta potty)	\$ 222.94
2275	" " "	DLL Financial	Copier	\$ 186.27
2292	Other Equip Sup	Home Depot	Supplies	\$ 130.61
2292	" " "	USBank	Batteries Plus,O'Reily (Supplies)	\$ 177.33
2314	Clothing	American Logowear	Summer Kids Camp	\$ 523.32
2314	" " "	Esteen, Rodney	Reim - Work Boots	\$ 181.06
2322	Custodial Sup	A1 Janitorial	Janitorial Supplies	\$ 334.95
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 104.24
2332	Food	USBank	Walmart,Smart&Final,BelAir,Adlabertos, GroceryOutlet,Raleys(MotherDayKickball, Harvestime,YardSale,Dragons,Summer Camp,Training	\$ 440.88
2531	Legal	Bart.,Kron.,Shan.	May 2023	\$ 80.00
2591	Other Prof Serv.	Fountain People	Tecg Support Freedom Park	\$ 134.69
2591	" " "	Stice Lock	Corp Yard	\$ 283.51
2591	" " "	CAPRI	Property Claim overpayment	\$ 775.00
2591	" " "	DOJ	Recreation Prints	\$ 160.00
2591	" " "	Fulton El Camino	April and May's Monthly Service	\$ 6,432.00
2591	" " "	Tree Tech	6040 Watt Tree Removal	\$ 6,650.00
2591	" " "	Walkers	Services	\$ 659.41
2591	" " "	Cintas	Service	\$ 196.24
2591	" " "	USBank	GoldenHillsPest,StreamLine,Adobe, Microsoft,WhenIWork,Tmobile (Pest Control, WebPage,Programs, Scheduler, Cell)	\$ 514.09
2591	" " "	Walkers	Services	\$ 422.47

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2023
(Bills paid in June 2023)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
2591	Other Prof Serv.	Walkers	Services	\$ 122.08
2851	Recreation Service	USBank	FoothillSkate,AlphaArts,Gfactor,MetalArt, Aerospace(SummerCamp,YardSale)	\$ 580.57
2852	Recreation Sup	USBank	Amazon,WalmartRaleys (Sr.Movie,Mother DaysKickBall,SummerCamp)	\$ 564.05
2898	Other Oper Exp	NHRPD - BANK FEES	(Merchant Fees -MAY \$/MAY - Bank Analysis Fees \$95.48/JUNE - Active Fee \$319.21)	\$ 414.69
2898	" " "	USBank	SacCounty (Parking)	\$ 3.50
2898	" " "	Vinluan, Michaelrod	Program Cancellation Fee	\$ 3.54
2898	" " "	Johnson, Jasmine	Program Cancellation Fee	\$ 3.54
TOTAL				\$ 50,154.89

FIXED ASSETS

4201	Building Improvement			\$ -
4202	Structures	O'Dell Engineering	Phase 3 Conceptual Design	\$ 28,619.31
4303	Equipment			\$ -
TOTAL				\$ 28,619.31

Total District Salaries	(JUNE 3 PAY DAY)	\$ 121,841.39
Total District EDD	(JUNE 3 PAY DAY)	\$ 209.67
Total District OASDI	(JUNE 3 PAY DAY)	\$ 9,264.51
		\$ 131,315.57

DISTRICT TOTALS

\$228,901.69

9429	Building Rentals			
9646	Rec Fees & Charges	Williams, susan	Father Day Nerf War withdrawal	\$ 24.00
9646	" " "	McPherson, Vanessa	Park Cancellation	\$ 130.00
9646	" " "	Barajas, Sharlene	Summer Camp reim due to TRUSD Sponsor	\$ 1,614.00
9646	" " "	Durham, Ginger	Summer Camp withdrawl	\$ 854.00
9646	" " "	Burrough, Sierra	Park Cancellation	\$ 130.00
9646	" " "	Vinluan, Michaelrod	Program Cancellation - Kick Ball	\$ 55.00
9646	" " "	Johnson, Jasmine	Program Cancellation - Kick Ball	\$ 55.00
9646	" " "	Mayhill, Kylie	Park Cancellation - live in NC	\$ 160.00
9646	" " "	Frazier, Kissena	Park Canellation - live in NY	\$ 160.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - JUNE 2023							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$0.00	4,687.50	0.00	49,380.96	-49,380.96		
7	9429	Recreation Center	\$0.00	355.00	0.00	10,033.00	-10,033.00		
8	9429	TOTAL	\$40,000.00	5,042.50	0.00	59,413.96	-19,413.96	149%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,159.23	0.00	25,910.76	-25,910.76		
12	9690	Capehart Lease - Day Care	\$0.00	3,085.00	0.00	36,669.00	-36,669.00		
13	9690	Freedom Park Lease - Softball	\$0.00	0.00	0.00	53,500.00	-53,500.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,250.00	-5,250.00		
15	9690	TOTAL	\$128,700.00	5,244.23	0.00	121,329.76	7,370.24	94%	
16									
17	REVENUE, OTHER								
18	9790	Backflow Test Reim All Star	\$0.00	0.00	0.00	71.00	-71.00		
19	9790	Bounce Check	\$0.00	0.00	0.00	40.00	-40.00		
20	9790	CAPRI Reim	\$0.00	0.00	0.00	14,735.00	-14,735.00		
21	9790	Copies	\$0.00	0.00	0.00	30.00	-30.00		
22	9790	CPRS Reim	\$0.00	0.00	0.00	45.00	-45.00		
23	9790	Dragon's Den Supply Reim	\$0.00	7,245.73	0.00	7,245.73	-7,245.73		
24	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	787.11	787.11		
25	9790	Prop 68 Reim	\$0.00	48,178.00	0.00	48,178.00	48,178.00		
26	9790	Per Capita Reim	\$0.00	122,363.00	0.00	122,363.00	122,363.00		
27	9790	Reim - Harding - Conference	\$0.00	0.00	0.00	118.16	-118.16		
28	9790	Reim - Robertson	\$0.00	0.00	0.00	5.00	-5.00		
29	9790	Reim - Payroll over payment	\$0.00	0.00	0.00	1,270.08	-1,270.08		
30	9790	Truck Reim	\$0.00	0.00	0.00	2,236.50	-2,236.50		
31	9790	TRUSD REIM -Boost Conf.	\$0.00	0.00	0.00	13,898.85	-13,898.85		
32	9790	USBank Incentive	\$0.00	0.00	0.00	1,052.81	-1,052.81		
33	9790	Xtreme MuscleTowing sold F150	\$0.00	0.00	0.00	500.00	-500.00		
34			\$706,500.00	177,786.73	0.00	212,576.24	493,923.76	30%	
35	AQUATICS								
36	9646	Swim Lesson	\$0.00	0.00	0.00	0.00	0.00		
37	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00		
38		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%	
39									
40	DAY CARE PROGRAM								
41	9646	Dragon's Den	\$0.00	63,856.50	0.00	127,313.00	-127,313.00		
42	9646	Fall Camp	\$0.00	0.00	0.00	6,715.00	-6,715.00		
43	9646	JR Rec Leader	\$0.00	0.00	0.00	88.00	-88.00		
44	9646	Ridgepoint Raccoon Club	\$0.00	0.00	0.00	34.50	-34.50		
45	9646	Spring Camp	\$0.00	0.00	0.00	12,246.00	-12,246.00		
46	9646	Summer Kids Kamp - Comm Ctr	\$0.00	19,797.00	(2468.00)	88,415.00	-88,415.00		
47	9646	Teen Camp	\$0.00	0.00	0.00	264.00	-264.00		
48	9646	Winter Camp	\$0.00	0.00	0.00	9,948.00	-9,948.00		
49		TOTAL	\$57,000.00	83,453.50	(2468.00)	\$245,023.50	-188,023.50	430%	
50									
51	SPECIAL INTEREST/CONTRACT CLASSES								
52	9646	Adult Cornhole	\$0.00	0.00	0.00	10.00	-10.00		
53	9646	Adult Paint Night	\$0.00	0.00	0.00	275.00	-275.00		
54	9646	Books & Bakes for TOTS	\$0.00	44.00	0.00	110.00	-110.00		
55	9646	Breakfast with Santa	\$0.00	0.00	0.00	584.00	-584.00		
56	9646	Cupid Crew Cooking	\$0.00	0.00	0.00	264.00	-264.00		
57	9646	Cupid Crew Dance	\$0.00	0.00	0.00	275.00	-275.00		
58	9646	Discover Play Day - LEGO	\$0.00	0.00	0.00	385.00	-385.00		
59	9646	Elves in Training	\$0.00	0.00	0.00	120.00	-120.00		
60	9646	Father Day Nerf War	\$0.00	72.00	(24.00)	152.00	-152.00		
61	9646	Father Day Nerf War Meal	\$0.00	4.00	0.00	48.00	-48.00		
62	9646	Gingerbread House Contest	\$0.00	0.00	0.00	56.00	-56.00		
63	9646	Leprechauns Cooking	\$0.00	0.00	0.00	360.00	-360.00		
64	9646	MAD Science	\$0.00	0.00	0.00	0.00	0.00		
65	9646	Mothers Day Kick Ball	\$0.00	0.00	0.00	95.00	-95.00		
66	9646	Senior Field Trip	\$0.00	0.00	0.00	140.00	-140.00		
67	9646	Spring Yard Sale	\$0.00	0.00	0.00	390.00	-390.00		
68	9646	Summer Sweet Cooking	\$0.00	168.00	0.00	264.00	-264.00		
69	9646	Teen Field Trip - Top Golf	\$0.00	0.00	0.00	0.00	0.00		
70		TOTAL	\$5,000.00	\$288.00	-\$24.00	\$3,528.00	1,472.00	71%	
71									
72									
73									
74									
75									
76									
77									

	A	B	C	D	E	F	G	H
78	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
79	SPECIAL EVENTS							
80	9646	Easter Event Donations	\$0.00	0.00	0.00	100.00	-100.00	
81	9646	Easter Event Vendors	\$0.00	0.00	0.00	180.00	-180.00	
82	9646	Halloween Donations	\$0.00	0.00	0.00	200.00	-200.00	
83	9646	Halloween Vendors	\$0.00	0.00	0.00	330.00	-330.00	
84	9646	Holiday Party Vendor	\$0.00	0.00	0.00	120.00	-120.00	
85	9646	Summer Extrav.	\$0.00	30.00	0.00	30.00	-30.00	
86		TOTAL	\$5,000.00	30.00	0.00	960.00	4,040.00	19%
87								
88	RECREATION MISC.							
89	9646	Birthday Parties	\$0.00	0.00	0.00	615.00	-615.00	
90	9646	Gym Rental-Capehart/R.P.	\$0.00	2,230.00	0.00	19,390.00	-19,390.00	
91	9646	Open Gym	\$0.00	0.00	0.00	18.00	-18.00	
92	9646	Park Rentals	\$0.00	520.00	(580.00)	14,265.00	-14,265.00	
93		TOTAL	\$65,000.00	2,750.00	(580.00)	34,288.00	30,712.00	53%
94								
95	YOUTH SPORTS							
96	9646	2nd-3rd Bball -Winter	\$0.00	0.00	0.00	2,516.00	-2,516.00	
97	9646	4th-5th Bball -Winter	\$0.00	0.00	0.00	2,220.00	-2,220.00	
98	9646	6th-7th Bball -Winter	\$0.00	0.00	0.00	2,294.00	-2,294.00	
99	9646	Cheer	\$0.00	0.00	0.00	327.00	-327.00	
100	9646	PW Bball - Winter	\$0.00	0.00	0.00	1,181.00	-1,181.00	
101	9646	PW Bball Skills & Drills Ses I & II	\$0.00	0.00	0.00	999.00	-999.00	
102	9646	PW Soccer	\$0.00	72.00	(999.00)	216.00	-216.00	
103	9646	PW T-Ball Skills & Drills	\$0.00	360.00	0.00	540.00	-540.00	
104	9646	Vball Skills & Drills Session I & II	\$0.00	0.00	0.00	108.00	-108.00	
105	9646	Youth Dodge Ball	\$0.00	550.00	0.00	880.00	-880.00	
106	9646	Youth Indoor Kickball	\$0.00	55.00	(110.00)	0.00	0.00	
107	9646	Youth Sports Camp	\$0.00	0.00	(108.00)	148.00	-148.00	
108		TOTAL	\$50,800.00	1,037.00	(1217.00)	11,429.00	39,371.00	22%
109								
110	ADULT SPORTS							
111	9646	Coed Power Volleyball-Monday	\$0.00	570.00	0.00	3,230.00	-3,230.00	
112	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
113		TOTAL	\$6,000.00	570.00	0.00	3,230.00	2,770.00	54%
114								
115	TAXES							
116	9101	Prop Tax - Secured	\$1,630,700.00	20,248.57	0.00	1,668,791.57	-38,091.57	
117	9102	Prop Tax - Unsec	\$53,000.00	384.89	(147.07)	56,651.83	-3,651.83	
118	9103	Supp Prop Tax	\$50,000.00	14,479.28	(891.21)	59,201.95	-9,201.95	
119	9104	Prop Tax Sec Delinquent	\$11,000.00	0.00	0.00	9,804.83	1,195.17	
120	9105	Prop Tax Supp Delinquent	\$2,000.00	0.00	0.00	3,746.88	-1,746.88	
121	9106	Prop tax Unitary	\$9,300.00	10.93	0.00	11,052.56	-1,752.56	
122	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	176.26	-176.26	
123	9130	Prop Tax - Prior Unsec	\$750.00	72.17	0.00	575.02	174.98	
124	9140	Prop Tax - Pently	\$400.00	51.60	0.00	417.40	-17.40	
125	9196	RDA Residual	\$12,500.00	11,622.82	0.00	18,704.89	-6,204.89	
126	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
127		TOTAL	\$1,769,650.00	46,870.26	(1038.28)	1,829,123.19	-59,473.19	103%
128								
129	INTEREST INCOME							
130	9410	Interest Income	\$6,500.00	0.00	0.00	18,130.00	-11,630.00	
131		TOTAL	\$6,500.00	0.00	0.00	18,130.00	-11,630.00	279%
132								
133	USE OF MONEY/PROPERTY							
134	9522	Homeowner Prop Tax	\$13,000.00	1,936.92	0.00	12,912.73	87.27	
135		TOTAL	\$13,000.00	1,936.92	0.00	12,912.73	87.27	99%
136								
137	IN LIEU TAX							
138	9529	In Lieu Tax	\$100,000.00	0.00	0.00	100,000.00	0.00	
139		TOTAL	\$100,000.00	0.00	0.00	100,000.00	0.00	100%
140								
141	MISC. Revenue							
142	9530	Misc. Revenue	\$20,064.00	0.00	0.00	20,064.00	0.00	
143		TOTAL	\$20,064.00	0.00	0.00	20,064.00	0.00	100%
144								
145	AID TO LOCAL GOVERNMENT							
146	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
147		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
148								
149	REDEVELOPMENT FUNDS							
150	9533	Redevelopment Passthru	\$10,000.00	7,251.61	0.00	14,485.10	-4,485.10	
151		TOTAL	\$10,000.00	7,251.61	0.00	14,485.10	-4,485.10	145%
152								
153								
154								

	A	B	C	D	E	F	G	H
155	FISCAL RELIEF FOR SPECIAL DISTRICT							
156	9595	Fiscal Relief for Special District	\$0.00	0.00	0.00	0.00	0.00	
157		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
158								
159	STATE AID							
160	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
161		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
162								
163								
164								
165								
166	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
167	9429	Building Rental	\$40,000	5,042.50	0.00	59,413.96	-19,413.96	149%
168	9646	Rec Fees & Charges	\$188,800	88,128.50	(4289.00)	298,458.50	-109,658.50	158%
169	9100	Taxes	\$1,769,650	46,870.26	(1038.28)	1,829,123.19	-59,473.19	103%
170	9410	Interest Income	\$6,500	0.00	0.00	18,130.00	-11,630.00	279%
171	9522	Homeowner Prop Tax	\$13,000	1,936.92	0.00	12,912.73	87.27	99%
172	9529	In Lieu Tax	\$100,000	0.00	0.00	100,000.00	0.00	100%
173	9530	Misc. Revenue	\$20,064	0.00	0.00	20,064.00	0.00	100%
174	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
175	9533	Redevelopmnet Funds	\$10,000	7,251.61	0.00	14,485.10	-4,485.10	0%
176	9595	Fiscal Relief for Special Dist.	\$0	0.00	0.00	0.00	0.00	0%
177	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
178	9690	Lease Property	\$128,700	5,244.23	0.00	121,329.76	7,370.24	94%
179	9790	Revenue Other	\$706,500	177,786.73	0.00	212,576.24	493,923.76	30%
180		TOTAL	\$2,983,214	332,260.75	-5,327.28	2,686,493.48	296,720.52	90%
181								
182		GENERAL RESERVED FUND	\$0					
183		CARRY OVER	\$1,432,956	0.00	0.00	0.00	0.00	0%
184								
185		TOTAL BUDGET	\$4,416,170	332,260.75	-5,327.28	\$2,686,493	1,729,676.52	61%
186								
187		Scholarship		0.00				
188		ADA		0.00				
189		Field Deposit - Brock Park		0.00				
190		Field Deposit - Softball Complex		0.00				
191		Field Deposit - Capehart		0.00				
192		Bldg Deposit		2500.00	0.00			
193		Bldg Guards		2170.00				
194				4670.00				
195								
196	2191	SMUD Reim - Something Extra		380.00				
197	2192	PG&E Reim - Something Extra		10.00				
198	2193	Republic Serv. Reim - Something		90.00				
199	2195	Sewage Reim - Something Extra		240.00				
200	2198	Water Reim - Something Extra		100.00				
201	2035	Reim CAPRD Conf.		145.99				
202	2198	5420516		1091.73				
203				2057.72				
204								
205								
206		Total Revenue		338,988.47				
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208								
209								
210		Program/Scholarship Donations	\$0.00	0.00	0.00	13,177.21	-13,177.21	
211								
212		District ADA Account	\$0.00	0.00	0.00	0.00	0.00	
213		055000000	\$0.00	4,670.00	0.00	35,408.51	-35,408.51	
214		Contingency	\$150,000.00	0.00	0.00	135,848.00	14,152.00	
215		Park Dedication Acct 088L	\$0.00	527,985.64	0.00	801,778.44	-801,778.44	
216		Park Fees 346I	\$0.00	31,239.00	0.00	1,274,043.46	-1,274,043.46	
217		District Reserve Acct	\$0.00	0.00	0.00	1,430,928.00	-1,430,928.00	

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - JUNE 2023						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator	142,815	16,680.23	143,815.18	-1,000.18	101%
8	1110	Office Manager	79,224	8,789.38	79,224.42	-0.42	100%
9	1110	Office Assistant	0	0.00	0.00	0.00	0%
10	1122	Board of Directors	8,500	1,000.00	5,350.00	3,150.00	63%
11		Sub-Total	230,539	26,469.61	228,389.60	2,149.40	99%
12	1210	Retirement	17,763	2,037.57	17,843.15	-80.15	100%
13	1220	OASDI	17,636	2,019.58	16,136.69	1,499.31	91%
14	1230	Insurance	33,755	152.92	30,589.94	3,165.06	91%
15	1240	Worker's Comp.	4,813	0.00	152.00	4,661.00	3%
16	1250	Unemployment	490	0.00	224.00	266.00	46%
17		Sub-Total	74,457	4,210.07	64,945.78	9,511.22	87%
18		TOTAL	304,997	30,679.68	293,335.38	11,661.62	96%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	2,500	0.00	664.70	1,835.30	27%
22	2022	Bks/Subs	150	0.00	146.44	3.56	98%
23	2029	Bus Conf Exp	6,000	0.00	6,000.00	0.00	100%
24	2035	Educ/Trng	3,000	300.86	3,415.60	-415.60	114%
25	2039	Empl Trans	1,000	525.31	1,203.36	-203.36	120%
26	2051	Insurance	119,191	0.00	119,191.00	0.00	100%
27	2061	Memberships	12,100	0.00	12,266.00	-166.00	101%
28	2076	Office Sups	8,500	961.70	8,769.12	-269.12	103%
29	2081	Postage	750	0.00	38.29	711.71	5%
30	2085	Printing	500	0.00	702.47	-202.47	140%
31	2197	Tele & Teleg	16,000	1,179.79	14,257.70	1,742.30	89%
32	2261	Office Equip Mtn	17,900	564.81	15,432.72	2,467.28	86%
33	2275	Rents & Leases	10,000	623.94	9,250.56	749.44	93%
34	2332	Food Sups	1,200	0.00	1,315.78	-115.78	110%
35	2444	Medical Supplies	785	0.00	783.32	1.68	100%
36	2505	Actg Svcs	34,000	0.00	30,854.81	3,145.19	91%
37	2531	Legal Svcs	15,000	80.00	2,052.50	12,947.50	14%
38	2591	Other Prof Svcs	156,000	2,218.95	96,999.44	59,000.56	62%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	20,000	0.00	1,887.00	18,113.00	9%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	16,100	425.07	6,586.70	9,513.30	41%
43		TOTAL	440,676	6,880.43	331,817.51	108,858.49	75%
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46	4202	Struct & Imp	500,000	28,619.31	156,080.36	343,919.64	31%
47	4303	Office Equipment	7,000	0.00	6,033.30	966.7	86%
48		TOTAL	507,000	28,619.31	162,113.66	344,886.34	117%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah/Ra	90,290	9,592.58	88,224.68	2,065.32	98%
62	1110	Supervisor-Rachel/Kayla	69,480	0.00	54,003.67	15,476.33	78%
63	1110	Rec. Coordinator/Chris	53,205	5,606.14	39,362.98	13,842.02	74%
64	1110	Rec Specialist/Luu	49,317	5,672.62	50,776.81	-1,459.81	103%
65	1122	Part Time	150,000	15,958.56	118,427.67	31,572.33	79%
66	1122	Part Time Ases	0	0.00	0.00	0.00	0%
67		Sub-Total	412,292	36,829.90	350,795.81	61,496.19	85%
68	1210	Retirement	20,983	2,313.69	12,650.17	8,332.83	60%
69	1220	OASDI	31,540	2,823.34	26,777.87	4,762.13	85%
70	1230	Insurance	29,687	2,279.14	24,124.97	5,562.03	81%
71	1240	Worker's Comp	11,877	0.00	5,928.00	5,949.00	50%
72	1250	Unemployment	6,230	131.48	1,894.58	4,335.42	30%
73		Sub-Total	100,316	7,547.65	71,375.59	28,940.41	71%
74		TOTAL	512,609	44,377.55	422,171.40	90,437.60	82%
75							
76	SERVICES & SUPPLIES						
77	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
78	2022	Books/Subs	0	0.00	0.00	0.00	0%
79	2029	Business/Conf Exp	8,500	0.00	6,104.94	2,395.06	72%
80	2035	Educ/Trng	1,500	0.00	524.00	976.00	35%
81	2039	Empl Trans	2,000	117.37	1,117.63	882.37	56%
82	2061	Memberships	600	0.00	585.00	15.00	98%
83	2065	Film Svcs	0	0.00	0.00	0.00	0%
84	2076	Office Svcs	2,000	0.00	1,927.51	72.49	96%
85	2081	Postage	3,200	-0.40	7,720.52	-4,520.52	241%
86	2085	Printing	2,500	0.00	3,132.24	-632.24	125%
87	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
88	2275	Rents & Leases	0	0.00	0.00	0.00	0%
89	2314	Clothing	5,000	523.32	2,735.73	2,264.27	55%
90	2332	Food	4,500	440.88	3,766.39	733.61	84%
91	2444	Med Svcs	1,500	0.00	140.15	1,359.85	9%
92	2591	Other Prof Svcs	5,000	-804.94	3,108.87	1,891.13	62%
93	2851	Rec Svcs	20,000	580.57	8,311.16	11,688.84	42%
94	2852	Rec Svcs	17,000	564.05	14,902.77	2,097.23	88%
95	2871	Transportation	6,000	0.00	0.00	6,000.00	0%
96	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
97			79,300	1,420.85	54,076.91	25,223.09	68%
98							
99	4202	Struct & Imp	18,000	0.00	0.00	18,000.00	0%
100			18,000	0.00	0.00	18,000.00	0%
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115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott	93,730	10,401.07	93,729.63	0.37	100%
119	1110	Supervisor - Sergio	74,190	8,230.00	74,190.00	0.00	100%
120	1110	Supervisor - Kurtis	74,190	7,820.14	27,430.49	46,759.51	37%
121	1110	Mtnc Worker II - Steve	51,914	5,606.36	39,005.30	12,908.70	75%
122	1110	Mtnc Wkr-Eric	14,478	3,050.74	11,668.05	2,809.95	81%
123	1110	Mtnc Wkr-Rodney	49,055	5,685.07	49,055.55	-0.55	100%
124	1110	Mtnc Wkr-Steve/Barry	46,624	5,135.38	45,365.02	1,258.98	97%
125	1110	Mtnc Wkr-Simmons	46,624	5,402.62	45,838.44	785.56	98%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Weekday & Weekend Bldg Monitor	23,840	7,210.50	35,202.75	-11,362.75	148%
128		Sub-Total	474,646	\$ 58,541.88	421,485.23	53,160.77	89%
129	1210	Retirement	36,064	3,724.54	29,614.10	6,449.90	82%
130	1220	OASDI	35,836	4,421.59	31,945.61	3,890.39	89%
131	1230	Insurance	113,442	8,304.06	84,329.72	29,112.28	74%
132	1240	Worker's Comp.	54,376	0.00	34,873.00	19,503.00	64%
133	1250	Unemployment	2,804	78.19	1,250.42	1,553.58	45%
134		Sub-Total	242,522	16,528.38	182,012.85	60,509.15	75%
135		TOTAL	717,167	75,070.26	603,498.08	113,668.92	84%
136	SERVICES & SUPPLIES						
137	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
138	2035	Educ/Trng	500	98.09	201.53	298.47	40%
139	2039	Empl Trans	150	0.00	255.45	-105.45	170%
140	2061	Memberships	150	0.00	150.00	0.00	100%
141	2076	Office Sups	500	0.00	801.64	-301.64	160%
142	2104	Agri/Hort	2,000	0.00	1,813.74	186.26	91%
143	2111	Bldg Mtnc Svc	2,500	0.00	2,483.08	16.92	99%
144	2112	Bldg Mtnc Sups	7,500	589.00	7,652.68	-152.68	102%
145	2122	Chem Sups	2,500	0.00	1,353.56	1,146.44	54%
146	2131	Elec Sys SVC	3,000	0.00	2,709.32	290.68	90%
147	2132	Elec Sys Sup	1,000	0.00	797.36	202.64	80%
148	2142	Land Imp Sup	20,000	6,376.54	16,651.08	3,348.92	83%
149	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
150	2162	Paint Sups	1,000	413.76	687.40	312.60	69%
151	2168	Plumbing Sups	8,000	918.01	8,227.24	-227.24	103%
152	2191	Electricity	40,000	3,031.14	41,009.52	-1,009.52	103%
153	2192	Natural Gas	3,000	35.96	6,536.25	-3,536.25	218%
154	2193	Refuse	12,000	836.49	11,850.51	149.49	99%
155	2195	Sewage	5,500	1,067.10	6,163.26	-663.26	112%
156	2197	Tele/Teleg	2,200	93.45	1,529.99	670.01	70%
157	2198	Water	100,000	10,404.51	85,651.17	14,348.83	86%
158	2205	Auto Mtnc Svc	12,000	163.24	12,301.31	-301.31	103%
159	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
160	2211	Constr Equip Svc	4,500	353.44	2,450.51	2,049.49	54%
161	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
162	2226	Expend Tools	5,000	183.12	4,318.12	681.88	86%
163	2236	Fuels & Lubes	16,000	0.00	6,791.90	9,208.10	42%
164	2275	Rents & Leases	17,000	451.50	14,584.86	2,415.14	86%
165	2281	Shop Equip Svc	1,200	0.00	760.88	439.12	63%
166	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
167	2292	Other Equip	10,000	307.94	8,683.82	1,316.18	87%
168	2314	Clothing	3,000	181.06	2,475.17	524.83	83%
169	2321	Cust Svc	0	0.00	0.00	0.00	0%
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	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	14,000	439.19	13,778.77	221.23	98%
174	2444	Medical Sup	300	0.00	341.76	-41.76	114%
175	2591	Other Prof Svc	85,000	13,835.44	89,507.28	-4,507.28	105%
176	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
177		TOTAL	379,500	39,778.98	352,525.16	26,974.84	93%
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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	105,000	0.00	103,374.00	1,626.00	98%
183	4202	Structures & Imp	545,743	0.00	488,204.58	57,538.42	89%
184	4303	Other Equip	82,200	0.00	82,177.69	22.31	100%
185			732,943	0.00	673,756.27	59,187	92%
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229	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
230		<u>DISTRICT TOTALS</u>					
231	<u>SALARIES & BENEFITS</u>						
232	1110	FULL TIME SALARIES	935,136	81,787.21	841,690.22	93,445.78	90%
233	1122	PART TIME SALARIES	182,340	79,744.70	158,980.42	23,359.58	87%
234	1210	RETIREMENT	74,810	8,075.80	60,107.42	14,702.58	80%
235	1220	OASDI	85,011	9,264.51	74,860.17	10,150.83	88%
236	1230	INSURANCE	176,884	10,736.12	139,044.63	37,839.37	79%
237	1240	WORKER'S COMP	71,066	0.00	40,953.00	30,113.00	58%
238	1250	UNEMPLOYMENT	9,524	209.67	3,369.00	6,155.00	35%
239	1000	SALARIES/BENEFITS	1,534,771	150,127.49	1,319,004.86	215,766.14	86%
240							
241	<u>SERVICES & SUPPLIES</u>						
242	2005	AD/LEGAL NOTICE	2,500	0.00	664.70	1,835.30	27%
243	2022	BOOKS/SUBS	150	0.00	146.44	3.56	98%
244	2029	BUS/CONF EXP	14,500	0.00	12,104.94	2,395.06	0%
245	2035	EDUC/TRNG	5,000	398.95	4,141.13	858.87	83%
246	2039	EMPLOY TRANS	3,150	117.37	2,576.44	573.56	0%
247	2051	INSURANCE	119,191	0.00	119,191.00	0.00	100%
248	2061	MEMBERSHIPS	12,850	0.00	13,001.00	-151.00	101%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	11,000	961.70	11,498.27	-498.27	105%
251	2081	POSTAGE	3,950	-0.40	7,758.81	-3,808.81	196%
252	2085	PRINTING	3,000	0.00	3,834.71	-834.71	128%
253	2104	AGRI/HORT	2,000	0.00	1,813.74	186.26	91%
254	2111	BLDG MTNC SVC	2,500	0.00	2,483.08	16.92	99%
255	2112	BLDG MTNC SUP	7,500	589.00	7,652.68	-152.68	102%
256	2122	CHEM SUPS	2,500	0.00	1,353.56	1,146.44	54%
257	2131	ELEC MTNC SVC	3,000	0.00	2,709.32	290.68	90%
258	2132	ELEC MTNC SUP	1,000	0.00	797.36	202.64	80%
259	2142	LAND IMP SUP	20,000	6,376.54	16,651.08	3,348.92	83%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	1,000	413.76	687.40	312.60	69%
262	2168	PLUMBING SUPS	8,000	918.01	8,227.24	-227.24	103%
263	2191	ELECTRICITY	40,000	3,031.14	41,009.52	-1,009.52	103%
264	2192	NATURAL GAS	3,000	35.96	6,536.25	-3,536.25	218%
265	2193	REFUSE	12,000	836.49	11,850.51	149.49	99%
266	2195	SEWAGE	5,500	1,067.10	6,163.26	-663.26	112%
267	2197	TELE/TELEG	18,200	1,273.24	15,787.69	2,412.31	87%
268	2198	WATER	100,000	10,404.51	85,651.17	14,348.83	86%
269	2205	AUTO MTNC SVC	12,000	163.24	12,301.31	-301.31	103%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	4,500	353.44	2,450.51	2,049.49	54%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	5,000	183.12	4,318.12	681.88	86%
274	2236	FUELS / LUBES	16,000	0.00	6,791.90	9,208.10	42%
275	2261	OFF EQUIP MTNC	17,900	564.81	15,432.72	2,467.28	86%
276	2275	RENTS/LEASES	27,000	1,075.44	23,835.42	3,164.58	88%
277	2281	SHOP EQUIP SVCS	1,200	0.00	760.88	439.12	63%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	10,000	307.94	8,683.82	1,316.18	87%
280	2314	CLOTHING	8,000	704.38	5,210.90	2,789.10	65%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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	A	B	C	D	E	F	G
	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
286	2322	CUST SUP	14,000	439.19	13,778.77	221.23	98%
288	2332	FOOD SUPS	5,700	440.88	5,082.17	617.83	89%
289	2444	MED SUPS	2,585	0.00	1,265.23	1,319.77	49%
290	2505	ACCOUNT SVC	34,000	0.00	30,854.81	3,145.19	91%
291	2531	LEGAL SVC	15,000	80.00	2,052.50	12,947.50	14%
292	2591	OTHER PROF SVCS	246,000	15,249.45	189,615.59	56,384.41	77%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	20,000	0.00	1,887.00	18,113.00	0%
295	2851	RECREATION SVC	20,000	580.57	8,311.16	11,688.84	42%
296	2852	RECREATION SUP	17,000	564.05	14,902.77	2,097.23	88%
297	2871	TRANSPORTATION	6,000	0.00	0.00	6,000.00	0%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	16,100	425.07	6,586.70	9,513.30	41%
300	2000	SERVICES/SUPPLIES	899,476	48,080.26	738,419.58	161,056.42	82%
301							
302	FIXED ASSETS						
303	4201	Building IIM	105,000	0.00	103,374.00	1,626.00	0%
304	4202	STRUCT & IMP	1,063,743	0.00	644,284.94	419,458.06	0%
305	4303	EQUIPMENT	89,200	28,619.31	88,210.99	989.01	0%
306	4000	FIXED ASSETS	1,257,943	28,619.31	835,869.93	422,073	0%
307							
308							
309	1000	SALARIES & BENE	1,534,771	150,127.49	1,319,004.86	215,766.14	86%
310							
311	2000	SERVICES & SUPP	899,476	48,080.26	738,419.58	161,056.42	82%
312							
313	4000	FIXED ASSETS	1,257,943	28,619.31	835,869.93	422,073	0%
314							
315		CONTINGENCY	150,000	0.00	135,848.00	14,152.00	0%
316							
317		RESERVE	709,828	0.00	0.00	0.00	0%
318							
319							
320		TOTAL	4,552,018	226,827.06	3,029,142.37	813,048	67%
321							
322							
323							
324							
325							
326							
327							
328							
329							
330							

NORTH HIGHLANDS RECREATION & PARK DISTRICT
CFD BILLING REPORT JULY 2023
(Bills paid in June 2023)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Jun-23	\$ -
1230	Insurance	CALIFORNIA CHOICE	Jul-23	\$ -
1230	" " "	COPOWER	Jul-23	\$ -
1240	" " "	CAPRI		\$ -
	Total			0.00
<u>SERVICES & SUPPLIES</u>				
2104	Agri/Hort	Green Acres Nursery	Supplies	\$ 663.50
2104	" " "	Steve's Rock	Supplies	\$ 53.88
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 36.37
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 36.37
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ -
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 54.76
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 65.10
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 1,685.09
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 1,464.40
	TOTAL			\$ 4,059.47
<u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
Total District Salaries		(JUNE 3 PAY DAY)		\$ 1,749.00
Total District EDD		(JUNE 3 PAY DAY)		\$ 27.99
Total District OASDI		(JUNE 3 PAY DAY)		\$ 133.80
				\$ 1,910.79
 DISTRICT TOTALS				 \$5,970.26

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - JUNE 2023						
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	\$300.00	0.00	0.00	591.00	-291.00	
20		TOTAL	\$300.00	0.00	0.00	591.00	-291.00	197%
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	\$127,066.00	564.72	0.00	127,466.49	-400.49	
48		TOTAL	\$127,066.00	564.72	0.00	127,466.49	-400.49	100%
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	\$300	0.00	0.00	591.00	-291.00	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	\$127,066	564.72	0.00	127,466.49	-400.49	100%
61								
62		TOTAL	\$127,366	564.72	0.00	128,057.49	-691.49	101%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$59,642	0.00	0.00	0.00	59,642.00	0%
66								
67		TOTAL BUDGET	\$187,008	564.72	0.00	\$128,057	58,950.51	68%
68								
69								
70		Total Revenue		564.72				
71								
72								
73								
74								
75								

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1	NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2	EXPENDITURE REPORT JUNE 2023						
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	9,629	0.00	9,134.36	494.64	95%
10		TOTAL	11,284	0.00	10,789.36	494.64	96%
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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-	33,464	0.00	33,885.00	-421.00	101%
62	1122	PT Wkr-Seasonal	12,000	1,749.00	11,934.00	66.00	99%
63		Sub-Total	45,464	\$ 1,749.00	45,819.00	-355.00	101%
64	1210	Retirement	2,677	0.00	2,766.31	-89.31	103%
65	1220	OASDI	3,478	133.80	3,543.02	-65.02	102%
66	1230	Insurance	6,300	605.65	6,223.44	76.56	99%
67	1240	Worker's Comp.	5,277	0.00	1,900.00	3,377.00	36%
68	1250	Unemployment	490	27.99	174.30	315.70	36%
69		Sub-Total	18,223	767.44	14,607.07	3,615.93	80%
70		TOTAL	63,686	2,516.44	60,426.07	3,259.93	95%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	2,000	717.38	717.38	1,282.62	36%
73	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	1,600	0.00	0.00	1,600.00	0%
76	2191	Electricity	900	72.74	788.46	111.54	88%
77	2193	Refuse	1,200	0.00	900.00	300.00	75%
78	2198	Water	21,700	3,269.35	23,616.37	-1,916.37	109%
79	2205	Auto Mtnc Svc	750	0.00	0.00	750.00	0%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	300.00	0.00	100%
82	2236	Fuels & Lubes	2,500	0.00	821.72	1,678.28	33%
83	2275	Rents & Leases	1,850	0.00	0.00	1,850.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	300	0.00	0.00	300.00	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	1,000	0.00	880.00	120.00	88%
89		TOTAL	35,100	4,059.47	28,023.93	7,076.07	80%
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	9,000	0.00	0.00	9,000.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			9,000	0.00	0.00	9,000.00	0%
98							
99							
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	A	B	C	D	E	F	G
113	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
114		<u>DISTRICT TOTALS</u>					
115		<u>SALARIES & BENEFITS</u>					
116	1110	FULL TIME SALARIES	33,464	0.00	33,885.00	-421.00	101%
117	1122	PART TIME SALARIES	12,000	1,749.00	11,934.00	66.00	99%
118	1210	RETIREMENT	2,677	0.00	2,766.31	-89.31	103%
119	1220	OASDI	3,478	133.80	3,543.02	-65.02	102%
120	1230	INSURANCE	6,300	605.65	6,223.44	76.56	99%
121	1240	WORKER'S COMP	5,277	0.00	1,900.00	3,377.00	36%
122	1250	UNEMPLOYMENT	665	27.99	174.30	490.70	26%
123	1000	SALARIES/BENEFITS	63,686	2,516.44	60,426.07	3,259.93	95%
124							
125		<u>SERVICES & SUPPLIES</u>					
126	2005	Adv/Legal Notice	155	0	155.00	0.00	100%
127	2104	AGRI/HORT	2,000	717.38	717.38	1,282.62	36%
128	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
129	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
130	2142	Land Imp Supplies	1,600	0.00	0.00	1,600.00	0%
131	2191	ELECTRICITY	900	72.74	788.46	111.54	88%
132	2193	REFUSE	1,200	0.00	900.00	300.00	75%
133	2198	WATER	21,700	3,269.35	23,616.37	-1,916.37	109%
134	2205	Auto Mtnc Svc	750	0.00	0.00	750.00	0%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	0.00	300.00	0.00	100%
137	2236	FUELS / LUBES	2,500	0.00	821.72	1,678.28	33%
138	2275	Rents & Leases	1,850	0.00	0.00	1,850.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	300	0.00	0.00	300.00	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	10,629	0.00	10,014.36	614.64	94%
145	2000	SERVICES/SUPPLIES	46,384	0.00	38,813.29	7,570.71	84%
146							
147		<u>FIXED ASSETS</u>					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	9,000	0.00	0.00	9,000.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
152							
153							
154	1000	SALARIES & BENE	63,686	2,516.44	60,426.07	3,259.93	95%
155							
156	2000	SERVICES & SUPP	46,384	4,059.47	38,813.29	7,570.71	84%
157							
158	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
159							
160		CONTINGENCY	30,000	0.00	0.00	30,000.00	0.00
161			0				
162		RESERVE	37,938	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	187,008	6,575.91	99,239.36	49,831	53%
166							
167							
168							
169							

North Highlands Recreation and Park District

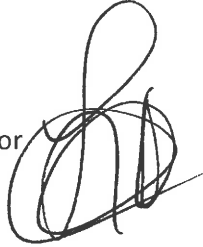
BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 13, 2023

SUBJECT: Sierra Creek Park Budget



BACKGROUND

In 2020, the North Highlands Recreation and Park District (District) submitted a grant application to California State Parks for Proposition 68 Park Grant. The grant request was for \$2.85 million. That was the initial estimated cost to design and construct the park. In early 2021, the District was notified that he had received the grant in the amount requested.

Prior to submittal of the grant application, the District had entered into a contract with Doug Houston of Houston Magnani and Associates in 2019. Houston Magnani has expertise in developing successful state grants. With Doug's assistance, the District was able to secure the \$2.85M park grant. Initial cost estimates to design and construct the park have changed considerably since the District was awarded the grant.

DISCUSSION

As previously stated, in 2020, California State Parks awarded NHRDP \$2.85M to design and construct Sierra Creek Park. Since that time inflation, material costs and other factors have significantly impacted construction costs, as have new state laws. As an example, since our project was first approved, the state now requires all new projects that have parking lots to include EV Charging Stations with their projects.

All of this has had an impact on the cost to design and construct the new park. Early on in the design process it became apparent that the District would need to supplement the grant budget because of these factors. In speaking with Mary Baum, the District's Prop 68 Grant Project Manager, the majority of the park and recreation agencies awarded Prop 68 grants are facing similar project cost overrun issues. So this is not unique to North Highlands.

Over the past month District staff and O'Dell Engineering have worked together to minimize the over budget cost increases facing Sierra Creek Park. The goal had been, and continues to be, to construct the park with the park elements Karen Folsom shared with the board several months ago. We still believe that it is possible to keep many of these higher quality park elements in the design; however, there is little doubt that the cost to construct the park will exceed the \$2.85M the district has on hand.

The original 2020 estimated cost to design and construct Sierra Creek Park was \$2.85M. Of that amount, approximately \$500,000 was for design, leaving a balance of \$2.35M. The revised estimate to construct the new park is now \$4,895,016. This leaves a budget shortfall of approximately \$2,570,016. I should also mention that the additional costs include a 10% contingency of \$445,000. Any portion of the contingency not used will reduce the overall cost of the project.

While the estimated construction cost far exceeds the grant amount, the district has the financial means to address the additional \$2,570,000 cost to construct the park. For those board members who are not familiar with the Lakes at Antelope project, which is directly across Watt Avenue from Sierra Creek Park, the development agreement states that the developer “requested” that the development impact fees collected from that project be used to construct Sierra Creek Park. Based on current impact fees, the district can expect to generate approximately \$3.0M in development impact fees from the Lakes at Antelope.

Listed below is a description of funds that the district has, or will have, on hand that could be, with future board approval, applied towards Sierra Creek Park.

<u>Funds</u>	<u>Funding Source</u>
\$ 2,043,298	Developer Impact Fees as of 7/13/2023
2,325,000	Prop 68 Park Grant 7/13/2023
1,430,928	District “cash” Reserves 7/13/2023
420,000	Prop 68 Park design payments. Reimbursed by the state to the District.
82,600	Prop 68 Per Capita grant reimbursements due to the District.
\$6,301,826	
<u>\$2,200,000</u>	<u>The Lakes at Antelope Developer Impact Fees due the District remaining permits</u>
\$8,501,826	Estimated Total

It will be approximately one year from now before the District begins making “progress” payments to the park contractor, and, another year after that before final payments have been made. One year from now (more likely 6 months from now) the District will have been fully reimbursed by the State for the Prop 68 park grant and Prop 68 Per Capita grant. During the next 12-18 month it is likely that the Lakes at Antelope Developer will have also pulled most if not all of his remaining 200+ permits. The District receives \$10,441 for each permit.

At this time, the Board does not need to make a decision on the specific funding sources for the park project as no actual costs will be incurred until late spring or early summer 2024.

It’s important to remind the BOD that the actual cost to construct the new park won’t be known until the construct bids have been received and opened by the District. The bid process should be completed by the end of 2023 or early 2024.

District staff and O’Dell are continuing to “sharpen our pencils” to trim costs, but not in a way that would impact the communities expectations of the park. The park elements included in the grant application must be included in the park design, and they will.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD OF DIRECTOR MEETING

To: Larry Mazzuca, District Administrator
From: Scott Graham, Parks and Facilities Superintendent
Date: July 13, 2023
Subject: Freedom Park Security Plan Modifications

BACKGROUND:

In December of 2016, the Board of Directors approved a proposed operational plan to address an increase in vandalism and other violations of Park Regulations at Freedom Park, primarily in the bathrooms at the park. The somewhat remote location of the park, as well as the existing covered picnic spots that could be used for overnight sleeping areas, made the park a magnet for after hours activity. Unknown subjects were able to breach the electronic door locking system that was in place at the time by jamming the locking hardware or propping the doors open after hours. The result was repeated damage to the bathrooms and surrounding equipment in the park.

DISCUSSION:

Staff proposed a series of changes as to how the bathrooms were secured at the time:

- Bathrooms would be open by staff at 9:00 am daily (Monday through Friday from November 1 through February 28). They would be closed daily at 4:00 pm.
- An ADA compliant portable bathroom would be placed next to the bathroom building for use after 4:00 pm.
- The bathrooms would be closed on all holidays observed by the District (staff could, on a case-by-case basis, opt to open the bathrooms on major holidays that would involve large crowds in the park).
- Permanent signage outlining these protocols was to be displayed on the bathroom building. Park regulation signage was updated and placed prominently in the park to made it easier for law enforcement to issue citations in the event of violations of park regulations.
- The private security firm tasked with providing security at Freedom Park at the time would add nightly patrols at midnight and 4:00 am to proactively address after hours use of the park as a deterrent.

The new protocols had a positive impact on park security at the time. Contracting with the Fulton-El Camino Police Department beginning in 2018 provided a more hands on approach to park security within the District. The recent addition of an extensive security camera system is also an important tool in enhancing park security.

However, today, use of the portable restroom unit is generating a separate source of maintenance issues. In the recent past multiple units have been set on fire, tipped over and vandalized to the point of being unusable. Despite scheduling servicing of the units twice weekly (Tuesday and Friday) the units are often left unsanitary and unusable by the general public. Maintenance workers are asked to clean the unit daily due to the volume of use the unit gets, a task that the District is underequipped and understaffed to effectively do on a regular basis. Also, the customer service aspect of using the portable unit is a source of continued feedback from park patrons and picnic renters who question why the bathrooms are closed at 4:00 pm. Lastly, the District expends around \$6,000 per year to rent and have the unit maintained.

Staff is proposing a modification to the existing Park Security Plan by adopting the following:

1. Bathrooms would be open as usual at 9:00 am by maintenance staff after cleaning and stocking of paper products.
2. Bathrooms will be closed at 8:00 pm daily during Daylight Savings Time (March 5 through November 5, 2023). During Standard Time (early November to early March) the bathrooms will be closed at 5:00 pm daily by maintenance staff.
3. The ADA unit will be removed, and portable bathrooms and hand washing units would be scheduled only for special events or major holidays that could increase the use of the park.

RECOMMENDATION:

The Board approves staff's recommendation to implement the proposed amendments to the existing operational security plan at Freedom Park. Staff will review the impact of these modifications in November of 2023 and present a status report to the Board of Directors on December 14, 2023.