

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

Regular Meeting of the Board of Directors
July 9, 2026 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 waving this policy. The Board of Directors limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. Except for public hearings, comments from the public shall not be received until after completion of Board Discussion and deliberation, and just before final action or completion of the agenda item. The Board of Directors cannot take action on any unscheduled matter.

3. ADMINISTRATOR'S REPORT

- A. June Highlights
- B. Document Shredding Summary
- C. Parks and Facilities Report
- D. Recreation Report

4. CORRESPONDENCE

- A.

5. REPORTS FROM STANDING COMMITTEES:

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

6. CONSENT CALENDAR

- A. Approval June 11, 2026, minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of June 2026.

7. UNFINISHED BUSINESS

- A. Westwood: June Progress Report
Board discussion

8. NEW BUSINESS

- A. Use of Kay F. Dahill Community Center by Bluebirds Take Flight for a Fundraising Event
- B. CSDA Proposed Sacramento County Chapter Planning Report
- C. Proposed New Position/Job Description Review
- D. Independent Audit Services Evaluation and Discussion

9. CHAIRPERSON'S REPORT

10. COMMENTS 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 13, 2026 at 6:30 p.m. in the North Highlands Recreation Center, 6040-Watt Avenue, North Highlands, CA

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

Meeting ID: 868 9650 5042

Passcode: 239943

<https://us06web.zoom.us/j/86896505042?pwd=8iJkbtzZocTx5ZNshN3ylpPmVF8hoa.1>

North Highlands Recreation and Park District

Board Agenda

To: Joanna McVay, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: July 9, 2026

Subject: Administrator's Report

ADMINISTRATOR'S REPORT

- A. June 2026 Highlights
- B. Document Shredding Summary
- C. Parks and Facilities Report
- D. Recreation Report

June, 2026 Highlights

- June 2: I met with Matt Hedges, Chief of Staff to Supervisor Rodriguez, to discuss SB 937 and the Sierra Creek Project.
- June 3: I had a Teams meeting with Karen Folsom and Eric Htain, a consultant with GEI to discuss next steps for final approval from California Department of Fish and Wildlife.
- June 4: I met with the summer leadership staff prior to the start of summer programs. We discussed roles, responsibilities and leadership traits to help them lead their teams.
- June 12: I met again with Matt Hedges and Karen Folsom at Sierra Creek to give him a tour of Sierra Creek and discuss how his office could support NHRPD with Sacramento County.
- June 15: I attended a Zoom workshop by State Parks gathering public comments on the Prop 4 grant application packet.
- June 24: I met with representatives from Recreation Technologies, a company that provides registration software and discussed possible benefits to the District.
- June 25: I was asked to join the steering committee that is working to establish a Property and Business Improvement District along the north Watt Avenue Corridor, from Roseville Road to Scotland Drive. Various ideas and next steps for the group were discussed.
- June 30: I attended the regular GM Roundtable meeting conducted by CARPD. Topics included bond opportunities for land development, impact fee deferrals in Sacramento County the upcoming mid-term election cycle.

Document Shredding Report:

District Policy 3010.2 stipulates the Administrator shall submit a written report to the Board of Directors annually to summarize what documents were shredded in FY 2025/26 as well as documents schedule to be shredded in FY 2026/27 and which documents are to be kept permanently. Administrative Services Manager Terri Kollorz provided the attached summary for Board review.

<u>PERSONNEL</u>	<u>YEAR</u>	<u>SHRED</u>	<u>DATE SHREDED</u>	<u>PERSONNEL</u>	<u>YEAR</u>	<u>SHRED</u>	<u>DATE SHREDED</u>
ALLEN, HUR-KHAN	2015	2025	2/12/2026	BROWN, JALEN	2016	2026	2/12/2026
BURDICK, HAYDEN	2015	2025	2/12/2026	CARSON, SARA	2016	2026	2/12/2026
CALDWELL, COREY	2015	2025	2/12/2026	CASTRO, LEONARD	2016	2026	2/12/2026
CHEESEMAN, ALAN	2015	2025	2/12/2026	CATUNA, REBECCA	2016	2026	2/12/2026
CHERNOPSKI, STEVEN	2015	2025	2/12/2026	CHANEY, LAUREN	2016	2026	2/12/2026
FRANCES, AMBER	2015	2025	2/12/2026	DURONSLET, KEITH	2016	2026	2/12/2026
FRANCES, CRYSTAL	2015	2025	2/12/2026	FAUR, EUNICE	2016	2026	2/12/2026
FRANCES, PHYLLIS	2015	2025	2/12/2026	HARPER,JEAN	2016	2026	2/12/2026
GONZALES, ANDREW	2015	2025	2/12/2026	MYAH, ALFINIA	2016	2026	2/12/2026
ISZTOJKA, JOHN	2015	2025	2/12/2026	OWENS, WINSTON	2016	2026	2/12/2026
LARKINS, GREGORY	2015	2025	2/12/2026	PATRI, JENNA	2016	2026	2/12/2026
LEMUS, KARA	2015	2025	2/12/2026	POND, ARIEL	2016	2026	2/12/2026
LIBERO, MARCUS	2015	2025	2/12/2026	QUINLEY, KEINNA	2016	2026	2/12/2026
LOFTON, AVERY	2015	2025	2/12/2026	QUINLEY, KEIOTA	2016	2026	2/12/2026
LOVE, MYRA	2015	2025	2/12/2026	QUINLEY, LAWRENCE	2016	2026	2/12/2026
MILLER, KYLE	2015	2025	2/12/2026	ROBINSON, KRISTEN	2016	2026	2/12/2026
QUINTERO, LEON	2015	2025	2/12/2026	TROSHIN, MARY	2016	2026	2/12/2026
STAYTON, CLIFFORD	2015	2025	2/12/2026	WILLIAM, NIYAH	2016	2026	2/12/2026
VALOVITVYY, DAN	2015	2025	2/12/2026	RECRUITMENT FOR REC			
WAGAMAN, STEPHANIE	2015	2025	2/12/2026	COORD.		2026	2/12/2026
WATSON, BILL	2015	2025	2/12/2026	RFP - MASTER PLAN		2026	2/12/2026
RECRUITMENT FOR OFFICE ASST				RECRUITMENT FOR			
				ADMINISTRATOR		2026	2/12/2026
				2/12/2026			2/12/2026

UPCOMING SHREDDING FOR NEXT YEAR

PERSONNEL FILES 2017
CORRESPONDENCE 2024

PERMANENT RECORD RETENTION

- District Formation, Change of Organization or Reorganization
Title to Real Property owned by District
Permanent - Gov. Code §60201(d) (1)
- Active Ordinances & Resolutions
Board Meeting Minutes
Capital Improvements
Documents relating to Non-Discharged Contracts
Permanent - Gov. Code §60201(d)(3)
Permanent - Gov. Code §60201(d)(3)
Permanent
Permanent - Gov. Code §60201(d) (9)
- Audit
Annual Budget
Memorandum of Coverage
Insurance Policies
Endorsements
Certificates of Insurance
Documents Relating to Construction that The District has not accepted
Permanent
Permanent - one copy of Final Approved Budget
Permanent
Permanent
Permanent
Permanent
Permanent – Gov. Code §60201(d) (6)
- Documents Relating to Non-discharged Debts of the District
Permanent – Gov. Code §60201(d) (6)

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator
From: Kevin Kelly, Park and Facilities Superintendent
Date: July 9th, 2026
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

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

- Installed new rock in the front of Capehart Gym
- Finished spreading mulch in the Brock Park parking lot
- Mowed the 1 acre field behind the Aerospace Museum
- Installed new air filters in the HVAC units
- Irrigation heads repaired in several parks
- Paint the Parks prep at Cherry Blossom Park
- Capehart Park shrubs pruned and cleaned up
- Large Oleander removed at the Community Center
- Pressure washing at Freedom Park for weekend rentals
- Large leak repaired under the concrete walkway at Strizek Park
- Play equipment at Karl Rosario Park completed
- New Push/Pull handles installed in the Recreation Center
- Removed a broken light shroud in the Capehart Gym

INCIDENT/ACCIDENT REPORT UPDATE:

Nothing to Report

FURTHER INFORMANTION

As we continue to work on the beautification of Capehart Gym's entry way, new rock and mulch was installed near the entrance. New mulch has also been added with new plants and beds to arrive soon.

The mulch in the parking lot of Brock Park has been completed. As time allows, we will add in new plants to the islands and streetscapes.

In the interest of fire mitigation our team mowed the acre field behind the Aerospace Museum. The air filters in the Community Center, Recreation Center, and Capehart Gym were replaced.

A large oleander between the Community Center and Recreation Center was removed to better help us identify a water leak believed to be under the root ball.

Our team cut a section of the walkway out at Strizek Park to access a large leak underneath. The steel irrigation pipe had rusted through and a compression fitting was installed to control the break.

New Push/Pull hardware was installed on the bathroom doors in the Recreation Center.

A light shroud in the gym was broken and was removed before it fell. The light is functional while we source a replacement shroud.

PHOTOS

Irrigation Leak @ Strizek



Paint the Parks Prep



New Shoes for the John Deere



Broken Light @ Capehart



Knight Watch Protective Services, Inc.
North Highlands Recreation and Park District
Monthly Patrol Activity Report
Date: May 26, 2026-June 25, 2026



Service Call		Report ID 26-103963	J Sullivan
Date & Time	Location		Activity
5/27/2026 23:11	Larchmont Park 6528 Thomas Dr, North Highlands, CA 95660		Noise Complaint, Trespass - Loitering, Disturbance - Public
Report Details			
Arrived on site and noticed a large group of teenagers at the dead-end Street next to the park. Made contact and told them to leave immediately. They started to heckle but complied in getting in their vehicles and left without further issues			

Mobile Patrol		Report ID 26-104124	G Oler
Date & Time	Location		Activity
5/28/2026 20:10	Freedom Park 5931 Recreation Wy, McClellan Park, CA 95652		Suspicious Person, Maintenance Issue
Report Details			
At the above date and time I arrived on site and conducted a patrol of the property. There were two homeless individuals on the property. They were both advised that they had to exit property. Continuing my patrol I then secured the restrooms before exiting property. When I was securing the restrooms I observed the bathroom door was broken.			

Mobile Patrol		Report ID 26-104306	B Rasmussen
Date & Time	Location		Activity
5/29/2026 15:46	Brock Park 3730 Antelope Rd, Antelope, CA 95843		Homeless/Vagrant, Other
Report Details			
Conducted a routine foot patrol of the entire park. Upon arrival, four transient individuals, three males and one female, were observed underneath the gazebo area. The individuals appeared to be using the park normally and did not have belongings or trash scattered around the area. Patrol checked the restroom facilities and observed the men's restroom unlocked. Management was notified so the issue could be addressed. Photos were taken throughout the park to document current conditions. No property damage observed. No additional homeless individuals on the property.			

Mobile Patrol	Report ID 26-104536	G Oler
Date & Time	Location	Activity
5/30/2026 20:51	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Parking Violation
Report Details		
<p>At the above date and time I arrived on site and conducted a patrol of the property. When I arrived on site there were six vehicles on property. I advised Officer Sullivan and made contact. All individuals were compliant and exited property, one vehicle was left due to issues starting. Owner was advised that the vehicle will be tagged for tow by 9am the next day if they do not come and retrieve the vehicle by the time the park opens. They were compliant and exited property. Continuing my patrol I found no signs of homeless or encampments on property. I then secured the front gates before exiting property.</p>		

Mobile Patrol	Report ID 26-104682	B Rasmussen
Date & Time	Location	Activity
5/31/2026 15:38	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Vandalism
Report Details		
<p>Conducted a routine foot patrol of the entire park. Graffiti was observed on the wall underneath the overpass near the creek area. Trash and debris were also observed near the overpass. Four individuals were observed at the park, consisting of three adults and one toddler. The individuals appeared to be using the park normally and were not causing any issues. Photos were taken throughout the park to document current conditions. No property damage observed other than the graffiti.</p>		

Mobile Patrol	Report ID 26-104684	B Rasmussen
Date & Time	Location	Activity
5/31/2026 15:53	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Unsecured Gate
Report Details		
<p>Conducted a routine foot patrol of the entire park. Patrol checked the restrooms to ensure they were secured. The left-side men's restroom was found unlocked and open when it was supposed to be secured. Photos were taken throughout the property to document current conditions. No homeless individuals on the property. No property damage observed.</p>		

Mobile Patrol	Report ID 26-104706	D Broussard
Date & Time	Location	Activity
5/31/2026 19:31	Freedom Park 5931 Recreation Wy, McClellan Park, CA 95652	Suspicious Activity
Report Details		
I went ahead and checked entire park and spoke to quite a few people. I did not see anyone fighting or doing anything that's out of the ordinary besides kids in the waterpark at the play structure run in and screaming and having a good old time I checked in with some parents they said they didn't see anything per scanner. There was an altercation no one seen it so I'm using it as unfound it.		

Mobile Patrol	Report ID 26-104716	G Oler
Date & Time	Location	Activity
5/31/2026 20:33	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Parking Violation
Report Details		
At the above date and time I arrived on site and observed the vehicle mentioned above is still on property. I advised Officer Chance and tagged the vehicle for tow on Monday 6-1-26.		

Mobile Patrol	Report ID 26-104720	G Oler
Date & Time	Location	Activity
5/31/2026 20:46	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Parking Violation
Report Details		
At the above date and time I arrived on site and conducted a patrol of the property. I observed the vehicle that was tagged last night was still on property. I advised Officer Chance and tagged the vehicle for tow. Continuing my patrol I found no signs of homeless or encampments on property. I then secured the front gates before exiting property.		

Service Call	Report ID 26-104836	J Lopez
Date & Time	Location	Activity
6/1/2026 9:19	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Homeless/Vagrant
Report Details		
Upon arrival, the two individuals were already packing their belongings. They cleaned up the area and left the property without any issues.		

Mobile Patrol	Report ID 26-104916	C Boone
Date & Time	Location	Activity
6/1/2026 20:41	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant, Illegal Dumping
Report Details		
<p>There were 6 vehicles on site with people playing at the park. They all cleared out. Also there were homeless people onsite and they left with no issue. I observed that the gates were locked. There was a refrigerator in the parking lot with a dolly attached</p>		

Mobile Patrol	Report ID 26-104915	P Raines
Date & Time	Location	Activity
6/1/2026 20:42	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant, Illegal Dumping, Secured Gate
Report Details		
<p>When I arrived on site, I noticed about a half a dozen vehicles in the parking lot. I contacted the owners and informed them that I'd be locking in the gate, and they left without argument. There were some homeless individuals at the Pavilion. They also left without argument. I checked out the buildings and did not see any signs of vandalism or damage. I locked the main gate before I left. Also, special note there's a refrigerator in the parking lot with a dolly still attached.</p>		

Mobile Patrol	Report ID 26-105330	C Boone
Date & Time	Location	Activity
6/3/2026 20:27	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Secured Gate, Vandalism
Report Details		
<p>When arrived on scene. No homeless encampments were on site. There was a few graffiti signs. See attached photos. All gates are locked and secured.</p>		

Mobile Patrol	Report ID 26-105892	P Clary
Date & Time	Location	Activity
6/6/2026 14:24	Chardonnay Park 5171 Cherbourg Dr, Sacramento, CA 95842	Vandalism
Report Details		
<p>I arrived on site to conduct a thorough patrol and complete duties assigned to the property patrol. The following is a highlight of what I conducted and observed during my patrol. During my patrol, I observed two juveniles playing in the field. I walked around the playground and observed vulgar graffiti on the playground equipment. Someone attempted to cover the vulgar graffiti with mud and dirt as the areas were smeared with dry dirt. Finally, I observed no disturbances or loud noises. There were no signs of smoke or fires anywhere on the property. There were no calls for service that needed answering during my time on property. With the site secured and nothing further, I departed the property.</p>		

Mobile Patrol	Report ID 26-105939	G Oler
Date & Time	Location	Activity
6/6/2026 20:48	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Vandalism, Homeless/Vagrant
Report Details		
<p>At the above date and time, I arrived on site and conducted a patrol of the property. When I arrived on site there were vehicles on property. Before I could make contact, they all exited property. Continuing my patrol, I found signs of homelessness and vandalism. I advised Officer Sullivan and contacted the homeless. They were compliant and left I then secured the front gates before exiting property.</p>		

Mobile Patrol	Report ID 26-106084	B Rasmussen
Date & Time	Location	Activity
6/7/2026 14:05	Chardonay Park 5171 Cherbourg Dr, Sacramento, CA 95842	Vandalism
Report Details		
<p>Conducted a routine foot patrol of the entire park. I observed vandalism on the playground equipment near the drum feature, as well as on one of the slides. I took photos to document the vandalism and overall property conditions. I observed no homeless individuals on the property. I noted there was no additional property damage. No suspicious activity observed.</p>		

Mobile Patrol	Report ID 26-106091	B Rasmussen
Date & Time	Location	Activity
6/7/2026 15:19	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Homeless/Vagrant, Vandalism
Report Details		
<p>Conducted a routine patrol of the entire park. I observed graffiti on the overpass near the creek. I contacted one homeless individual at the park and advised her that trash and debris are not permitted on the property. The individual stated she was gathering her belongings and complied with the warning. I observed no other homeless individuals on the property. I observed no additional property damage, and I took photos throughout the park to document current conditions.</p>		

Mobile Patrol	Report ID 26-107044	B Rasmussen
Date & Time	Location	Activity
6/12/2026 9:58	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant, Vandalism
Report Details		
<p>Conducted a routine foot patrol of the entire park. Observed one female adult sleeping near the trees and a separate group of four individuals nearby. The group was leaving the park; however, they instead joined the female subject. I contacted the entire group, and I advised them that they needed to leave the park. The group complied and departed the area after approximately 15 minutes. Additionally, I observed two individuals, one of whom was in a wheelchair, near the fenced electrical area. Those individuals also left the park during the patrol. I noted no other suspicious activity or property damage.</p>		

Mobile Patrol	Report ID 26-107450	B Rasmussen
Date & Time	Location	Activity
6/14/2026 14:44	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Welfare Check
Report Details		
<p>Conducted a routine patrol of the entire park. I observed graffiti on the walls near the overpass by the creek. I contacted one transient individual who was lying down in the park. I conducted a welfare check, and the individual appeared to be okay with no medical assistance needed. I observed no other individuals on the property. I noted no additional property damage or suspicious activity. I took photos throughout the park to document current conditions.</p>		

Mobile Patrol	Report ID 26-107458	B Rasmussen
Date & Time	Location	Activity
6/14/2026 15:45	Chardonnay Park 5171 Cherbourg Dr, Sacramento, CA 95842	Maintenance Issue, Vandalism
Report Details		
<p>Conducted a routine foot patrol of the entire park. I observed vandalism on the plastic drum set located within the playground area, consisting of vulgar language and a vulgar image. I observed additional vandalism on the yellow playground slide, where markings had been written on the surface. I noted a hole in the yellow slide. I observed no individuals at the park during the patrol. I noted no other property damage or suspicious activity. I took photos throughout the park to document current conditions and the observed vandalism.</p>		

Mobile Patrol	Report ID 26-108638	P Clary
Date & Time	Location	Activity
6/20/2026 13:40	Chardonnay Park 5171 Cherbourg Dr, Sacramento, CA 95842	Vandalism
Report Details		
<p>I arrived on site to conduct a thorough patrol and complete duties assigned to the property patrol. The following is a highlight of what I conducted and observed during my patrol. During my patrol, I observed a family at the park. I inspected the equipment and found no new evidence of vandalism. I documented the old vandalism to the equipment. I then contacted the family and asked them if they had seen anyone that was committing misuse of the park equipment. They denied seeing anything. A resident neighbor informed me that he knew which kids were the culprits of the damage. He claimed he and several other resident neighbors attempted a clean-up of the park after other damages were made. I informed him that they should get pictures and submit them to north highlands recreation. Finally, I observed no disturbances or loud noises. There were no signs of smoke or fires anywhere on the property. There were no calls for service that needed answering during my time on property. With the site secured and nothing further, I departed the property.</p>		

Mobile Patrol	Report ID 26-108644	P Clary
Date & Time	Location	Activity
6/20/2026 14:33	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Homeless/Vagrant, Discarded Trash/Debris, Animal - Aggressive, Trespass - Loitering
Report Details		
<p>I arrived on site to conduct a thorough patrol and complete duties assigned to the property patrol. The following is a highlight of what I conducted and observed during my patrol. During my patrol, I observed a homeless encampment in the park with a white female elderly adult. She had a small dog off leash that was verbally aggressive, but not physical. I told her that she needed to pack up and leave the park. She claimed that her partner went to Walmart to get supplies before they went to a motel. I asked her how long ago he left and she claimed it was not too long. I told her she needed to clean up the area. She had leg problems as her legs appeared swelled and leaking yellowy substance. I told her that she could not camp in parks or leave trash. I also told her that her dog needed to be on a leash. She then began to clean up the area. Finally, I observed no disturbances or loud noises. There were no signs of smoke or fires anywhere on the property. There were no calls for service that needed answering during my time on property. With the site secured and nothing further, I departed the property.</p>		

Mobile Patrol	Report ID 26-108678	J Sullivan
Date & Time	Location	Activity
6/20/2026 20:21	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant
Report Details		
Arrived on site and conducted a patrol of the property. I noticed and contacted two individuals by the bleachers in the back. I told them to leave and they complied. I locked and secured both gates.		

Mobile Patrol	Report ID 26-108829	B Rasmussen
Date & Time	Location	Activity
6/21/2026 14:54	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant, Illegal Camping, Suspicious Activity
Report Details		
Conducted a routine patrol of the entire park. Upon arrival, I observed one white female adult, in her 60s to 70s, sitting in the park with a small dog. I made multiple contacts with the individual, and I advised her to leave the property. After approximately 30 minutes, the individual gathered her belongings and relocated to the public sidewalk. I observed another male adult near the electrical fence area with personal belongings scattered throughout the park. I contacted the individual and advised that he also needed to leave the property. He complied after approximately 30 minutes. I observed trash and debris left behind by the transient individuals throughout the park. Behind the electrical fence area, I observed a pile of transient belongings, including chairs and black bags. I observed graffiti was observed on the wall near the creek by the overpass. I observed no other property damage or suspicious activity. I took photos throughout the park to document current conditions.		

Mobile Patrol	Report ID 26-108832	B Rasmussen
Date & Time	Location	Activity
6/21/2026 15:28	Brock Park 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant
Report Details		
Conducted a routine foot patrol of the entire park. On the backside of the park near the baseball field, I observed two transient individuals using what appeared to be narcotics. I contacted both individuals and advised them to leave the property. They complied and left the park immediately. I observed trash and debris on the ground near the garbage cans at the front of the park. I noted no other homeless individuals on the property, and no property damage or other suspicious activity. I took photos throughout the park to document current conditions.		

Mobile Patrol	Report ID 26-108834	B Rasmussen
Date & Time	Location	Activity
6/21/2026 15:42	Chardonnay Park 5171 Cherbourg Dr, Sacramento, CA 95842	Maintenance Issue, Vandalism
Report Details		
<p>Conducted a routine foot patrol of the entire park. I observed no homeless individuals on the property or no suspicious activity. At the playground area near the plastic bongo set, I observed vulgar language and drawings on the face of the drums and on one of the slides. I observed a large hole in one slide and another slide was cracked at the end, creating a potential safety hazard for children. I took photos throughout the park to document current conditions and the observed damage.</p>		

Service Call	Report ID 26-109209	J Lopez
Date & Time	Location	Activity
6/23/2026 9:18	Sierra Creek Park Davidson Dr, Antelope, CA 95843	Homeless/Vagrant
Report Details		
<p>I contacted a few individuals around the park. The individuals complied and left the park without any issues.</p>		

Service Call	Report ID 26-109461	B Rasmussen
Date & Time	Location	Activity
6/24/2026 18:38	Cherry Blossom Park Morello Wy, Antelope, CA 95843	Suspicious Activity, Suspicious Person
Report Details		
<p>Responded to a service call at Cherry Blossom Park regarding two individuals potentially engaging in sexual activity. Upon arrival, I contacted two individuals, one male and one female, who was in their late teens or early twenties. I observed the individuals lying on a blanket in the park; however, no sexual activity was observed. I advised both individuals not to lie down in the park. They complied with the request, got up, and relocated to a nearby park bench.</p>		

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator
FROM: Kayla Thayer, Acting Recreation Superintendent
DATE: July 9, 2026
SUBJECT: Recreation Division Report

Toddler/Youth/Teen Programs

- Dance with Stacie Ford (contractor) held its first session for summer. Stacie leads participants through learning new steps, forms, and techniques.
 - Youth & Teen Dance Workshop: 25 participants (20 TRUSD, 5 paid).
 - Ballet Class: 11 participants (10 TRUSD, 1 paid).
- Youth & Teen Cooking (session 1) participants made Chicken Wraps and Strawberry Shortcake Cups. 27 participants (20 TRUSD, 7 paid).
- In partnership with Herb Non-Profit and Basketball Training Systems, we hosted a 4-day Youth Basketball Clinic that was sponsored for 25 students.

Aquatics

- The aquatics management team is hosting weekly in-service trainings to work on conditioning, skills and swim lessons with the lifeguard team.
- Session 1 of swim lessons was completed and we hosted 12 different swim lesson classes aging from 4-17.
 - 64 participants (60 TRUSD, 4 paid)
- Family swim is averaging 80 participants a day.
- Recreation Coordinator, Amaya Barnes, received a CPO Certification for pool chemicals and her American Red Cross CPR Instructor Certification.

Summer Kids Camp

- Staff held Summer Camp Training on June 2nd and 3rd and are excited to say we have 22 part-time staff members working camp this year.
- First day of Summer Kids camp was June 8th at both Capehart and the Community Center! First week's field trip was a trip to Chuck E. Cheese.
- Week 2 of camp campers at Capehart enjoyed a field trip to Funderland and the campers at the Community Center got a visit from Mad Science.
- On the third week of camp, campers at both camps enjoyed an animal themed week and a field trip to the zoo!
- Week 4 of camp was a short week due to the holiday, but the Community Center camp enjoyed a Mad Science workshop while campers at Capehart got to go to the park.
- Participant numbers:
 - Week 1: 91 (80 TR/CJ, 11 paid)
 - Week 2: 88 (80 TR/CJ, 8 paid)
 - Week 3: 84 (80 TR/CJ, 4 paid)
 - Week 4: 86 (80 TR/CJ, 6 paid)

Adult Programs

Adult & Senior Pickleball

- Session 1 began in June. Averaged 7 participants.

Adult Coed Volleyball

- Summer season began. 6 teams.

Senior Programs

Game Day (Monday)

- Game Day averaged 9 participants.

Bingo (Tuesday)

- Bingo averaged 24 participants.

Dance (Monday & Wednesday)

- Dance averaged 15 participants.

Senior Movies (1st Wednesday/Month)

- The June movie was Benjamin Button.
- Senior movie had 8 participants.

Harvesttime (Thursday)

- Harvesttime averaged 22 participants.
- Harvesttime hosted their annual Carnival event on June 25th. The day included a raffle, games, and snow cones!

Rentals

- Capehart Gym: 15
- Community Center: 3
- Freedom Park: 21
- Recreation Center: 0
- Ridgepoint Gym: 0 (Closed due to school construction)
- Brock Park: 22

Special Events

Pop into Play

- On June 17th staff hosted a toddler event called "Pop into Play" in the Community Center Courtyard. The goal of this event was to get feedback from families in the type of toddler programming they wanted to see and when is the best time to offer the programs.
- Staff set up stations labeled, "Tiny Athletes", "Little Artist", "Storybook Corner" and additional zones where toddlers could interact with different types of activities.
- We had 17 participants show up to the event and all families participated in the survey boards.

Paint the Parks

- Staff hosted the last Paint the Parks of the year at Cherry Blossom Park on June 24th.
- Playing on the neighborhood theme, we added color and cherry designs to the trashcans, picnic tables and BBQs.
- Many neighbors came up to us during the project and stated they were excited to see more color added to the park!
- 11 volunteers showed up for the project.

Scholarships

- 2 scholarships awarded for the month of June.
 - 1 Summer Kids Camp
 - 1 Swim Lesson
- \$3,011.50 was allocated for FY 2025-26.
 - \$1,148.00 remains in the account.
- Staff continues to market the opportunity through the Recreation Guide, the sign board, social media, on the gym bulletin board, website, and at resource fairs.

Marketing

- The monthly newsletter went out on 6/1.
 - site views 74,601
 - 11 new subscribers
 - Top sites: Job Opportunities, Aquatics, and Paint the Parks
- Social Media Statistics for April.
 - 18k views – Facebook
 - 4k views – Instagram

Miscellaneous Updates

- Day Camp Management Staff and Recreation Leaders attended a staff development training at CJUSD on June 1st.
- Pool Manager, Kevin, certified 8 of the Recreation Leaders in CPR/First Aid on June 5th.

CPR Certification



Swim Lessons



Aquatics Training



Summer Kids Camp



Pop into Play



Paint the Parks



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: June 11, 2026

Time: 6:30 p.m. – Regular Meeting

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

Member Present: Joanna McVay, Pat Williams, Beau Reynolds

Members Absent: Crystal Harding, Zachary Freels

Staff Present: Scott Graham, Administrator
Kayla Thayer, Acting Recreation Superintendent
Amaya Barnes, Recreation Coordinator
Terri Smith, Administrative Service Manager

Staff Absent: Kevin Kelly, Park Superintendent
Rachel Robertson-Murray, Recreation Superintendent

Guests Present: Ashika Lal, CPRS
Helen Figures
John Berchielli

MEETING TO ORDER:

Chairperson McVay called the meeting to order at 6:31 p.m.

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

ADMINISTRATOR'S REPORT:

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

Administrator Scott Graham added to his report:

- He stated that four weeks ago he put out an RFP for Audit Services, he stated that the District received four bids. He wants to set up a Budget, Finance & Audit Committee Meeting to review all bids.

CPRS Award Presentation – Paint the Parks

Administrator Graham introduced CPRS Region 1 Representative Ashika Lal to present an award to acting Recreation Superintendent Kayla Thayer for our Paint the Parks initiative.

Parks and Facilities Report by Park Superintendent Kevin Kelly with questions and comments from the Board:

Administrator Graham stated that Kevin is out of state on vacation.

Reports by Recreation Superintendent Rachel Robertson-Murray who is on maternity leave, was presented by Acting Superintendent Thayer with questions and comments from the Board:

Acting Recreation Superintendent Thayer introduced the new Recreation Coordinator Amaya Barnes.

CORRESPONDENCE:

- A. Letter Dated May 12, 2026, from Jose C. Henriquez, Executive Officer of Sacramento Local Agency Formation Commission (LAFCo) re: LAFCo Budget for Fiscal Year 2026-2027
Administrator Graham stated that this information only.

REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit Chairperson Williams stated that their report will be under new business.

CONSENT CALENDAR

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

6/1/26

Motion by Board Member Reynolds, seconded by Board Member Williams to approve the consent calendar with questions and comments from Board Members.

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

UNFINISHED BUSINESS

- A. Westwood Monthly Update/Presentation from Karen Folsom.
Karen Folsom went over her presentation for Sierra Creek projective timelines with a lengthy questions and comments from the board.

NEW BUSINESS

- A. Resolution #656 Approval of the General Fund 2026/2027 Fiscal Year Preliminary Budget.
Budget, Finance & Audit Chairperson Williams went over the General Fund Preliminary Budget information with comments and questions from the Board.

6/2/26

Motion by Board Member Williams, seconded by Board Member McVay to approve Resolution #656 FY2026/2027 General Fund Preliminary Budget in the amount of \$5,107,460.

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

- B. Resolution #657 Approval of the 2026/2027 Fiscal Year North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park Preliminary Budget.
Budget, Finance & Audit Chairperson Williams went over the North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park Preliminary Budget information with comments and questions from the Board.

6/3/26

Motion by Board Member Williams, seconded by Board Member Reynolds to approve Resolution #657 FY2026/2027 North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park Preliminary Budget in the amount of \$180,916

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

CHAIRPERSON'S REPORT:

Chairperson McVay stated that they are having meetings for the Watt Avenue Corridor Plan.

Chairperson McVay stated that Celebrate North Highlands is in the works, they still looking for volunteers, vendors, performers, and booths all available. Event is September 26th from 10:00 am – 3:00 pm at Freedom Park.

Chairperson McVay stated that this for Board Member Harding, Happy Birthday/Anniversary to all employees for the month of June 2026.

COMMENTS FROM BOARD MEMBERS:

Board Member Reynolds stated Happy Pride Month.

ADJOURNMENT

Chairperson McVay adjourned the regular board meeting at 8:18 pm.

DATE, TIME, AND PLACE OF MEETING

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

Signature

Signature

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2026
(Bills paid in June 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
1210	Retirement	Voya	Jun-26	\$ 6,194.40
1230	Insurance	California Choice	Jul-26	\$ 12,070.99
1230	" " "	CoPower	Jul-26	\$ 1,197.00
1240	Workers' Comp	CAPRI	4th Quarter	\$ -
Total				19,462.39

SERVICES & SUPPLIES

2029	Bus & Conf Exp	USBank	Lyft,PebbleBeach,Hyatt Regency (Conference) Staff-A-Palooze,PoolTraining,AmericanRed Cross	\$ 782.84
2035	Educ/Trng	USBank	(Training)	\$ 1,014.76
2039	Empl Trans	Barnes, Amaya	May 2026 Mileage	\$ 29.29
2039	" " "	Hughes, Kevin	May 2026 Mileage	\$ 18.63
2039	" " "	Jew, Kelly	May 2026 Mileage	\$ -
2039	" " "	Murray, Rachel	May 2026 Mileage	\$ 18.05
2039	" " "	Thayer, Kayla	May 2026 Mileage	\$ 51.48
2039	" " "	Young, Megan	May 2026 Mileage	\$ 58.80
2076	" " "	Walkers Express	Writing Pads	\$ 125.16
2076	" " "	USBank	Amazon (Supplies)	\$ 536.74
2076	" " "	Walkers Express	Supplies	\$ 280.43
2081	Postage	USBank	USPostal (stamps)	\$ 30.00
2085	Printing	USBank	123Prints (Envelopes)	\$ 166.56
2111	Bldg Maint. Service	Stice Lock	6040 Watt	\$ 1,347.62
2112	Bldg Maint. Supplies	Home Depot	Supplies	\$ 166.98
2112	" " "	Home Depot	Supplies	\$ 55.38
2112	" " "	Home Depot	Supplies	\$ 105.39
2112	" " "	Home Depot	Supplies	\$ 43.43
2112	" " "	BatteriesPlus	Batteries	\$ 57.82
2112	" " "	Home Depot	Supplies	\$ 49.54
2112	" " "	USBank	Amazon (Supplies)	\$ 153.41
2112	" " "	Home Depot	Supplies	\$ 178.35
2112	" " "	Home Depot	Supplies	\$ 52.05
2112	" " "	Home Depot	Supplies	\$ 100.98
2112	" " "	Home Depot	Supplies	\$ 79.63
2112	" " "	Home Depot	Supplies	\$ 246.28
2131	Elec Sys Serv	Hagan Electric	Community Center	\$ 3,875.00
2132	Elec Sys Sup	Lee's Air, Plumbing	Capehart	\$ 7,885.68
2142	Land Imp Sup	Applied Landscape	Cedar Safe	\$ 3,910.90
2142	" " "	USBank	Ewing Irrigation,Sac Rock & Ready	\$ 740.83
2168	Plumbing	Sprinkler Services	Supplies	\$ 1,370.92
2168	" " "	USBank	V-Power Equip	\$ 995.88
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 219.19
2191	" " "	SMUD	7000000346 District	\$ 2,680.81
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 100.64
2191	" " "	SMUD	2733018 Aztec	\$ 2,032.70
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 11.35
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 52.23
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.04

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2026
(Bills paid in June 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 1,386.53
2193	" " "	Public Works	May 2026	\$ 497.60
2195	Sewage	Sac Utilities	2802 Perrin	\$ -
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 140.23
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ 138.70
2195	" " "	Sac Utilities	3929 Karl Dr.	\$ 138.70
2195	Sewage	Sac Utilities	6040 Watt	\$ 403.04
2195	" " "	Sac Utilities	3721 Navaho Dr.	\$ 785.10
2197	Tele & Teleg	Comcast	Service - Shop	\$ 106.12
2197	" " "	Comcast	Service - District	\$ 278.99
2197	" " "	USBank	T-Mobile (Rec/Mt.Cell Phone/Tablets)	\$ -
2197	" " "	Telepacific	Service	\$ 1,151.98
			Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip,Karl Dr., Strizek, Karl&Rosario,Planehaven,Wings Way, 6040 Watt,Freedom	
2198	Water	Sac Suburban	Watt,Freedom	\$ 6,061.98
2198	" " "	CA/American	Chardonnay	\$ 1,391.25
2198	" " "	CA/American	Sierra	\$ 1,337.77
2205	Auto Maint. Srv.	NH Tire Pros	2010 Ford Pickup F150	\$ 255.03
2205	" " "	O'Reilly	Supplies	\$ 53.85
2205	" " "	O'Reilly	Supplies	\$ 115.27
2205	" " "	O'Reilly	Supplies	\$ 34.46
2205	" " "	USBank	PacWest Trailer,QuickQuack (Services)	\$ 997.44
2211	Constr. Equip. Serv	CH Mowers	Services	\$ 162.64
2211	" " "	CH Mowers	Services	\$ 551.56
2211	" " "	USBank	Harbor Freight, Amazon (Supplies)	\$ 329.68
2211	" " "	CH Mowers	Services	\$ 86.18
2226	Expend Tools	CH Mowers	Tools	\$ 99.09
2226	" " "	CH Mowers	Tools	\$ 213.44
2226	" " "	CH Mowers	Tools	\$ 62.48
2261	Office Equip. Mtn	NCS Computers	Purchase of Quickbooks	\$ 2,381.28
2261	" " "	NCS Computers	May - Jun 2026 Services	\$ 496.00
2261	" " "	USBank	Amazon (CC Supplies)	\$ 923.63
2275	Rents & Leases	All Star Rents	Rental	\$ 93.05
2275	" " "	All Star Rents	Rental	\$ 93.05
2275	" " "	Cintas	Services	\$ 51.44
2275	" " "	DLL Financial	Copiers	\$ 203.95
2275	" " "	CIT-Avaya	phones	\$ 418.26
2275	" " "	Cintas	Services	\$ 52.99
2314	Clothing	American Logowear	Recreation Camp	\$ 958.76
2314	" " "	American Logowear	Recreation Staff Shirt	\$ 750.69
2314	" " "	USBank	SwimOutlet,MailbuSea (Lifeguard Clothing)	\$ 1,673.76
2322	Custodial Sup	Walkers Express	Janitorial Supplies	\$ 838.01
2322	" " "	Walkers Express	Janitorial Supplies	\$ 1,041.27
2322	" " "	Walkers Express	Janitorial Supplies	\$ 58.21
2322	" " "	Walkers Express	Janitorial Supplies	\$ 213.84
2322	" " "	Walkers Express	Janitorial Supplies	\$ 60.34
2322	" " "	Walkers Express	Janitorial Supplies	\$ 1,596.81
2322	" " "	USBank	Amazon Vacuum	\$ 203.65

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2026
(Bills paid in June 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
			PancakePalace, Walmart, Cinemark, Amazon TacoBell, Target, Dominoes, MariesDonuts, (Staff Training, Cooking, Sr. Gameday,)	\$ 919.39
2332	Food	USBank	Amazon (RecSup., Aquatics)	\$ 394.31
2444	Medical	USBank	May 2026 Services	\$ 270.00
2531	Legal	BKS	May 2026 Services	\$ 158.00
2531	" " "	Kreisberg	Gym Sign	\$ 1,336.40
2591	Other Prof Serv.	Fast Signs	7916 Aztec	\$ 345.05
2591	" " "	Industrial Doors	Jun 1st - 30th Services	\$ 6,360.00
2591	" " "	Knight Watch	Reim for TRUSD background check	\$ 71.00
2591	" " "	Barnes, Amaya	Freedom Park	\$ 100.00
2591	" " "	Tree Tech	Recreation prints	\$ 544.00
2591	" " "	DOJ	Services	\$ 215.16
2591	" " "	Cintas	Reim for TRUSD background check/TB	\$ 141.00
2591	" " "	McMillan-Stilling	Karl Rosario	\$ 2,998.75
2591	" " "	Superior Fence & Rail	Strizek Park	\$ 150.00
2591	" " "	Tree Tech	Freedom Park	\$ 100.00
2591	" " "	Tree Tech	Brock Park	\$ 525.00
2591	" " "	Tree Tech	Memorial Park	\$ 375.00
2591	" " "	Tree Tech	Strizek Park	\$ 4,875.00
2591	" " "	Tree Tech	Capehart	\$ 550.00
2591	" " "	Tree Tech	Karl Rosario	\$ 840.00
			GoldenHills, FastSigns, OpenAI, CityExp., Starlink, Procure, Adobe, Microsoft, Streamline	
2591	" " "	USBank	SquareSigns, WhenIWork, (Programs)	\$ 1,435.49
2591	" " "	Carbon Health	Physical - Amaya	\$ 100.00
2851	Recreation Srv.	Ford, Stacie	Dance Instructor	\$ 1,511.20
2851	" " "	USBank	Cinemark, Postit, Indeed	\$ 1,008.27
2852	Recreation Sup	USBank	Amazon, SwimOutlet (Camp, Aquatics)	\$ 2,581.20
			(Bank Fees/Bank Analysis Fees\$49.25/ Active Fee \$144.86)	\$ 194.11
2898	Other Oper Exp	NHRPD - BANK FEES	SacCounty (parking)	\$ 7.00
2898	" " "	USBank		
TOTAL				\$ 86,627.20
<u>FIXED ASSETS</u>				
4201	Building Improvement	Sierra Stripping	Capehart stripping	\$ 19,965.00
4201	" " "	Hagen Electric	Community Center	\$ 13,899.28
4201	" " "	Kodiak	Watt Avenue	\$ 105,932.60
4202	Structures	Public RestRoom	Sierra Bathroom	\$ 99,217.45
4202	" " "	Miracle Playsystem	Freedom Park	\$ 2,841.90
4202	" " "	GameTime	Karl/Rosario Park	\$ 27,111.51
4202	" " "	O'Dell-Westwood	Sierra	\$ 7,366.33
4303	Equipment	Home Depot	Supplies	\$ 815.06
TOTAL				\$ 277,149.13
Total District Salaries		(JUNE 2 PAY DAY)		\$ 121,019.09
Total District EDD		(JUNE 2 PAY DAY)		\$ 456.59
Total District OASDI		(JUNE 2 PAY DAY)		\$ 9,214.84
				\$ 130,690.52
DISTRICT TOTALS				\$513,929.24

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JULY 2026
(Bills paid in June 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
9429	Building Rental	Knight Watch	3rd guard	\$ 388.00
9429	" " "	Knight Watch	3rd guard	\$ 433.00
9429	" " "	Santana, Melissa	Event Cancelled	\$ 912.00
9646	Rec Fees & Charges	Johnson, Joy	No longer wanting to attend camp	\$ 128.00
9646	" " "	Saelee, May	Cancelled - Family Emergency	\$ 110.00
9646	" " "	Jones, Katherine	Cancelled - Sr Trip	\$ 35.00
9646	" " "	Sanders, Karen	Cancelled - Sr Trip	\$ 35.00
9646	" " "	Raspberry, Deborah	Cancelled - Sr Trip	\$ 72.88
9646	" " "	Brewer, Rosalind	Cancelled - Sr Trip	\$ 36.44

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - MAY 2026							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$24,000.00	869.00	(323.00)	30,650.50	-6,650.50		
7	9429	Recreation Center	\$1,000.00	0.00	0.00	4,083.00	-3,083.00		
8	9429	TOTAL	\$25,000.00	869.00	(323.00)	34,733.50	-9,733.50	139%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,386.93	0.00	30,975.29	-30,975.29		
12	9690	Capehart Lease - Day Care	\$0.00	3,457.00	0.00	41,203.00	-41,203.00		
13	9690	Freedom Park Lease - Softball	\$0.00	0.00	0.00	56,250.00	-56,250.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,500.00	-5,500.00		
15	9690	TOTAL	\$125,014.00	5,843.93	0.00	133,928.29	-8,914.29	107%	
16									
17	REVENUE, OTHER								
18	9790	Antelope Little League	\$0.00	0.00	0.00	0.00	0.00		
19	9790	ARPA - Planehaven	\$0.00	0.00	0.00	156,186.24	-156,186.24		
20	9790	C.U.S.D. Reim - Meals Summer	\$0.00	0.00	0.00	24,108.01	-24,108.01		
21	9790	NH Yth Soccer Club Team Fees	\$0.00	0.00	0.00	1,785.00	1,785.00		
22	9790	Per Capita Reim	\$0.00	0.00	0.00	0.00	0.00		
23	9790	Prop 68 Reim	\$0.00	272,288.00	0.00	410,455.00	410,455.00		
24	9790	Property Sale 2 Trucks	\$0.00	0.00	0.00	1,094.00	1,094.00		
25	9790	Reim - CAPRI Stolen Fence	\$0.00	0.00	0.00	0.00	0.00		
26	9790	Reim - Cintas	\$0.00	503.08	0.00	503.08	503.08		
27	9790	Reim - CITI Home Depot	\$0.00	0.00	0.00	918.57	918.57		
28	9790	Bad Check Fee	\$0.00	0.00	0.00	40.00	-40.00		
29	9790	Reim - CJUSD Water Fountain	\$0.00	0.00	0.00	0.00	0.00		
30	9790	Reim Graham	\$0.00	0.00	0.00	0.00	0.00		
31	9790	Reim SDFL Conference	\$0.00	0.00	0.00	0.00	0.00		
32	9790	TRUSD - Reim - Meals Summer	\$0.00	0.00	0.00	706.75	-706.75		
33	9790	TRUSD - Property Sale	\$0.00	0.00	0.00	369,862.53	-369,862.53		
34	9790	USBank Incentive	\$0.00	438.24	0.00	2,307.76	-2,307.76		
35		TOTAL	\$1,011,000.00	273,229.32	0.00	967966.94	43,033.06	96%	
36									
37	AQUATICS								
38	9646	Swim Lesson	\$7,800.00	234.00	0.00	624.00	7,176.00		
39		TOTAL	\$7,800.00	234.00	0.00	624.00	7,176.00	8%	
40									
41	DAY CARE PROGRAM								
42	9646	Dragon's Den	\$362,880.00	153,709.24	0.00	728,096.40	-365,216.40		
43	9646	Dragon's Den FALL Camp	\$3,120.00	0.00	0.00	6,690.63	-3,570.63		
44	9646	Dragon's Den OCTOBER Camp	\$5,120.00	0.00	0.00	11,485.38	-6,365.38		
45	9646	Dragon's Den SPRING Camp	\$5,120.00	0.00	0.00	10,514.38	-5,394.38		
46	9646	Dragon's Den SUMMER Camp	\$34,800.00	0.00	0.00	24,956.72	9,843.28		
47	9646	Fall Break Camp	\$3,120.00	0.00	0.00	3,354.00	-234.00		
48	9646	Spring Break Camp	\$5,120.00	0.00	0.00	11,600.00	-6,480.00		
49	9646	Summer Kids Camp	\$57,360.00	1,332.00	(179.00)	49,070.00	8,290.00		
50	9646	Winter Camp	\$2,040.00	0.00	0.00	739.50	1,300.50		
51		TOTAL	\$478,680.00	155,041.24	(179.00)	\$846,507.01	-367,827.01	177%	
52									
53	TODDLER PROGRAMS								
54	9646	Tot Spot 2 day session	\$170.00	0.00	0.00	170.00	0.00		
55	9646	Tot Spot 3 day session	\$750.00	0.00	0.00	1,255.00	-505.00		
56	9646	TOTS Music in the Park	\$0.00	0.00	0.00	300.00	-300.00		
57		TOTAL	\$920.00	\$0.00	\$0.00	\$1,725.00	-805.00	188%	
58									
59	SPECIAL EVENTS								
60	9646	Breakfast with Santa	\$800.00	0.00	0.00	1,003.00	-203.00		
61	9646	Cupid Crew Dance	\$440.00	0.00	0.00	360.00	80.00		
62	9646	Extravaganza Vendors	\$540.00	0.00	0.00	300.00	240.00		
63	9646	Fathers Day Nerf War Meal	\$60.00	0.00	0.00	0.00	60.00		
64	9646	Fathers Day Nerf War	\$160.00	0.00	0.00	0.00	160.00		
65	9646	Forrest of Lights	\$0.00	0.00	0.00	0.00	0.00		
66	9646	Mothers Day KickBall	\$160.00	0.00	0.00	-40.42	200.42		
67	9646	Pickleball and Pals	\$160.00	0.00	0.00	0.00	160.00		
68		TOTAL	\$2,320.00	0.00	0.00	1,622.58	697.42	70%	
69									
70	CONTRACT CLASSES								
71	9646	Basketball Camp - Summer	\$1,560.00	0.00	0.00	0.00	1,560.00		
72	9646	Counseling Services - TEEN	\$672.00	0.00	0.00	0.00	672.00		
73	9646	Gotbuckets	\$0.00	0.00	0.00	0.00	0.00		
74	9646	Youth/Teen Dance	\$10,080.00	1,386.00	0.00	11,508.00	-1,428.00		
75		TOTAL	\$12,312.00	1,386.00	0.00	11,508.00	804.00	93%	
76									
77									
78									

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80	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
81	TEENS							
82	9646	3x3Bball Summer	\$1,872.00	0.00	0.00	1,461.50	410.50	
83	9646	Teen Nights	\$512.00	0.00	0.00	346.00	166.00	
84	9646	Teen Volleyball Skills & Drills	\$880.00	0.00	0.00	1,392.00	-512.00	
85		TOTAL	\$3,264.00	0.00	0.00	3,199.50	64.50	98%
86								
87	GYM/PARK RENTALS							
88	9646	Field Rental - Brock Park	\$0.00	500.00	0.00	7,200.00	-7,200.00	
89	9646	Gym Rental-Capehart/R.P.	\$25,300.00	1,527.50	0.00	39,717.50	-14,417.50	
90	9646	Park Rentals	\$10,000.00	1,330.00	(110.00)	12,758.07	-2,758.07	
91		TOTAL	\$35,300.00	3,357.50	(110.00)	59,675.57	-24,375.57	169%
92								
93	YOUTH PROGRAMS							
94	9646	2nd-3rd Bball -Winter	\$5,616.00	0.00	0.00	2,535.00	3,081.00	
95	9646	4th-5th Bball -Winter	\$4,680.00	0.00	0.00	2,691.00	1,989.00	
96	9646	6th-7th Bball -Winter	\$2,340.00	0.00	0.00	1,716.00	624.00	
97	9646	7-8 year Bball - Summer	\$0.00	0.00	0.00	-475.97	475.97	
98	9646	9-11 year Bball - Summer	\$0.00	0.00	0.00	1,776.00	-1,776.00	
99	9646	Cheer	\$672.00	0.00	0.00	1,662.00	-990.00	
100	9646	PW Basketball	\$660.00	0.00	0.00	992.50	-332.50	
101	9646	PW Sports	\$1,368.00	418.00	0.00	2,716.00	-1,348.00	
102	9646	Workshop (Misc.)	\$3,000.00	0.00	0.00	0.00	3,000.00	
103	9646	Youth Dodgeball	\$870.00	580.00	0.00	1,594.00	-724.00	
104	9646	Youth Flag Football	\$870.00	0.00	0.00	870.00	0.00	
105	9646	Youth Hobby Hop	\$0.00	0.00	0.00	966.00	-966.00	
106	9646	Youth/Teen Cooking	\$6,000.00	825.00	0.00	7,890.00	-1,890.00	
107		TOTAL	\$26,076.00	1,823.00	0.00	24,932.53	1,143.47	96%
108								
109	ADULT SPORTS							
110	9646	Basketball Leauges	\$880.00	0.00	0.00	0.00	880.00	
111	9646	Per Player Sports League	\$520.00	0.00	0.00	0.00	520.00	
112	9646	Pickle Ball	\$240.00	0.00	0.00	30.00	210.00	
113	9646	Volleyball	\$3,040.00	570.00	0.00	3,610.00	-570.00	
114		TOTAL	\$4,680.00	570.00	0.00	3,640.00	1,040.00	78%
115								
116	SENIORS							
117	9646	Field Trips	\$420.00	0.00	-249.32	1,098.18	-678.18	
118		TOTAL	\$420.00	\$0.00	\$0.00	\$1,098.18	-678.18	261%
119								
120	TAXES							
121	9101	Prop Tax - Secured	\$1,875,000.00	0.00	0.00	1,971,162.82	-96,162.82	
122	9102	Prop Tax - Unsec	\$70,000.00	0.00	0.00	76,598.28	-6,598.28	
123	9103	Supp Prop Tax	\$40,000.00	0.00	0.00	26,911.68	13,088.32	
124	9104	Prop Tax Sec Delinquent	\$16,000.00	0.00	0.00	25,336.30	-9,336.30	
125	9105	Prop Tax Supp Delinquent	\$3,500.00	0.00	0.00	5,687.04	-2,187.04	
126	9106	Prop tax Unitary	\$16,000.00	0.00	0.00	16,034.94	-34.94	
127	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	96.40	-96.40	
128	9130	Prop Tax - Prior Unsec	\$900.00	0.00	0.00	0.00	900.00	
129	9140	Prop Tax - Pently	\$300.00	0.00	0.00	44.26	255.74	
130	9196	RDA Residual	\$23,000.00	0.00	0.00	13,353.14	9,646.86	
131	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
132		TOTAL	\$2,044,700.00	0.00	0.00	2,135,224.86	-90,524.86	104%
133								
134	INTEREST INCOME							
135	9410	Interest Income	\$90,000.00	0.00	0.00	40,438.00	49,562.00	
136		TOTAL	\$90,000.00	0.00	0.00	40,438.00	49,562.00	45%
137								
138	9522	Homeowner Prop Tax	\$12,500.00	0.00	0.00	10,780.90	1,719.10	
139		TOTAL	\$12,500.00	0.00	0.00	10,780.90	1,719.10	86%
140								
141	IN LIEU TAX							
142	9529	In Lieu Tax	\$710,500.00	444.02	0.00	12,032.28	698,467.72	
143		TOTAL	\$710,500.00	444.02	0.00	12,032.28	698,467.72	0%
144								
145	MISC. Revenue							
146	9530	Misc. Revenue	\$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	AID TO LOCAL GOVERNMENT							
150	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
151		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
152								
153	REDEVELOPMENT FUNDS							
154	9533	Redevelopment Passthru	\$15,000.00	0.00	0.00	9,125.44	5,874.56	
155		TOTAL	\$15,000.00	0.00	0.00	9,125.44	5,874.56	61%
156								

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158	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
159	9429	Building Rental	\$25,000	869.00	(323.00)	34,733.50	-9,733.50	139%
160	9646	Rec Fees & Charges	\$571,772	162,411.74	-289.00	954,781.69	-383,009.69	167%
161	9100	Taxes	\$2,044,700	0.00	0.00	2,135,224.86	-90,524.86	104%
162	9410	Interest Income	\$90,000	0.00	0.00	40,438.00	49,562.00	45%
163	9522	Homeowner Prop Tax	\$12,500	0.00	0.00	10,780.90	1,719.10	86%
164	9529	In Lieu Tax	\$710,500	444.02	0.00	12,032.28	698,467.72	0%
165	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
166	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
167	9533	Redevelopmnet Funds	\$15,000	0.00	0.00	9,125.44	5,874.56	0%
168	9690	Lease Property	\$125,014	5,843.93	0.00	133,928.29	-8,914.29	107%
169	9790	Revenue Other	\$1,011,000	273,229.32	0.00	967,966.94	43,033.06	96%
170		TOTAL	\$4,605,486	442,798.01	-612.00	4,299,011.90	306,474.10	93%
171								
172		GENERAL RESERVED FUND	\$0					
173		CARRY OVER	\$809,868	0.00	0.00	0.00	0.00	0%
174								
175		TOTAL BUDGET	\$5,415,354	442,798.01	-612.00	\$4,299,012	1,116,342.10	79%
176								
177		Scholarship		0.00				
178		Donations/Sponsorship		0.00				
179		Bldg Deposit		0.00				
180		Bldg Guards		440.00				
181				440.00				
182								
183	2191	SMUD Reim - Something Extra		390.00				
184	2192	PG&E Reim - Something Extra		25.00				
185	2193	Republic Serv. Reim - Something		110.00				
186	2195	Sewage Reim - Something Extra		240.00				
187	2198	Water Reim - Something Extra		120.00				
188				885.00				
189								
190		Total Revenue		444,123.01				
191								
192		Scholarship	\$0.00	0.00	0.00	12,241.00	-12,241.00	
193		Donations/Sponsorship	\$0.00	0.00	0.00	9,919.40	-9,919.40	
194		055000000	\$0.00	440.00	0.00	29,111.59	-29,111.59	
195		Contingency	\$200,000.00	0.00	0.00	0.00	200,000.00	
196		Park Dedication Acct 088L	\$0.00	0.00	0.00	968,587.44	-968,587.44	
197		Park Fees 346l	\$0.00	0.00	(94104.59)	3,594,847.49	-3,594,847.49	
198		District Reserve Acct	\$0.00	0.00	0.00	2,160,216.00	-2,160,216.00	

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1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - JUNE 2026						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator-Scott	160,949	12,993.88	165,691.44	-4,742.44	103%
8	1110	Administrative Srv. Mngr.	98,712	7,596.30	98,711.90	0.10	100%
9	1122	Board of Directors	9,840	407.92	6,160.78	3,679.03	63%
10		Sub-Total	269,501	20,998.10	270,564.12	-1,063.31	100%
11	1210	Retirement	21,135	0.00	21,080.52	54.48	100%
12	1220	OASDI	20,617	1,606.35	20,673.13	-56.13	100%
13	1230	Insurance	42,324	85.50	28,304.26	14,019.74	67%
14	1240	Worker's Comp.	3,480	0.00	3,479.62	0.38	100%
15	1250	Unemployment	490	0.00	224.00	266.00	46%
16		Sub-Total	88,044	1,691.85	73,761.53	14,284.47	84%
17		TOTAL	357,547	22,689.95	344,325.65	13,222.16	96%
18							
19	SERVICES & SUPPLIES						
20	2005	Ad/Leg	1,000	0.00	578.63	421.37	58%
21	2022	Bks/Subs	151	0.00	176.60	-25.60	117%
22	2029	Bus Conf Exp	10,000	1,337.84	5,046.83	4,953.17	50%
23	2035	Educ/Trng	5,000	0.00	156.33	4,843.67	3%
24	2039	Empl Trans	2,000	58.80	685.31	1,314.69	34%
25	2051	Insurance	165,948	0.00	165,948.00	0.00	100%
26	2061	Memberships	13,500	0.00	13,158.00	342.00	97%
27	2076	Office Sups	12,000	199.42	9,379.92	2,620.08	78%
28	2081	Postage	1,000	30.00	902.38	97.62	90%
29	2085	Printing	2,500	166.56	1,107.54	1,392.46	44%
30	2197	Tele & Teleg	17,000	1,430.97	16,331.70	668.30	96%
31	2261	Office Equip Mtn	8,000	2,877.28	6,707.25	1,292.75	84%
32	2275	Rents & Leases	10,502	622.21	10,505.63	-3.63	100%
33	2332	Food Sups	2,000	0.00	1,958.75	41.25	98%
34	2444	Medical Supplies	500	0.00	500.00	0.00	100%
35	2505	Actg Svcs	42,600	16,487.31	47,518.30	-4,918.30	112%
36	2531	Legal Svcs	25,000	428.00	21,156.41	3,843.59	85%
37	2591	Other Prof Svcs	21,520	1,735.85	15,528.73	5,991.27	72%
38	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
39	2819	Registration Service	0	0.00	0.00	0.00	0%
40	2880	PY Expenditure	0	0.00	0.00	0.00	0%
41	2898	Other Oper Exp	5,500	201.11	5,847.76	-347.76	106%
42		TOTAL	345,721	25,575.35	323,194.07	22,526.93	93%
43							
44							
45	4202	Struct & Imp	860,500	106,583.78	531,798.62	328,701.38	62%
46	4303	Office Equipment	0	0.00	0.00	0	0%
47		TOTAL	860,500	106,583.78	531,798.62	328,701.38	62%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent- Rachel	110,940	4,935.24	107,338.28	3,601.72	97%
62	1110	Supervisor-Kayla	87,816	6,758.08	87,816.00	0.00	100%
63	1110	Rec. Coord. - Chris/Amay	66,252	4,410.78	59,733.15	6,518.85	90%
64	1110	Rec Coordinator - Kelly	60,144	4,629.54	60,144.02	-0.02	100%
65	1110	Rec Site Specialist-Sarah	52,740	0.00	46,984.89	5,755.11	89%
66	1122	Part Time - Office Asst.	33,540	2,570.43	30,552.95	2,987.05	91%
67	1122	Part Time	399,528	30,708.43	292,458.62	107,069.38	73%
68		Sub-Total	810,960	54,012.50	685,027.91	125,932.09	84%
69	1210	Retirement	30,231	1,593.96	29,349.42	881.58	97%
70	1220	OASDI	60,126	4,135.56	52,854.45	7,271.55	88%
71	1230	Insurance	41,630	1,529.09	36,734.29	4,895.71	88%
72	1240	Worker's Comp	11,901	0.00	9,484.94	2,416.06	80%
73	1250	Unemployment	14,578	456.59	3,707.86	10,870.14	25%
74		Sub-Total	158,466	7,715.20	132,130.96	26,335.04	83%
75		TOTAL	969,427	61,727.70	817,158.87	152,268.13	84%
76							
77	SERVICES & SUPPLIES						
78	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
79	2022	Books/Subs	0	0.00	0.00	0.00	0%
80	2029	Business/Conf Exp	10,000	0.00	9,642.17	357.83	96%
81	2035	Educ/Trng	3,000	1,014.76	2,119.31	880.69	71%
82	2039	Empl Trans	3,000	117.45	1,947.88	1,052.12	65%
83	2061	Memberships	750	0.00	0.00	750.00	0%
84	2065	Film Svcs	0	0.00	0.00	0.00	0%
85	2076	Office Sups	2,600	464.29	2,376.10	223.90	91%
86	2081	Postage	25,700	0.00	25,731.38	-31.38	100%
87	2085	Printing	4,000	0.00	2,729.44	1,270.56	68%
88	2197	Tele & Teleg	2,300	0.00	2,020.78	279.22	88%
89	2261	Office Equip Mtn	2,500	923.63	2,078.54	421.46	83%
90	2314	Clothing	8,500	3,383.21	8,393.25	106.75	99%
91	2332	Food	10,900	919.39	10,402.85	497.15	95%
92	2444	Med Sups	1,100	394.31	1,302.93	-202.93	118%
93	2591	Other Prof Svcs	17,500	2,210.04	18,646.62	-1,146.62	107%
94	2851	Rec Svcs	50,000	2,519.47	38,445.58	11,554.42	77%
95	2852	Rec Sups	26,000	2,581.20	21,380.62	4,619.38	82%
96	2871	Transportation	4,000	0.00	2,288.70	1,711.30	57%
97	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
98			171,850	14,527.75	149,506.15	22,343.85	87%
99							
100	4202	Struct & Imp	0	0.00	0.00	0.00	0%
101			0	0.00	0.00	0.00	0%
102							
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115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Kevin	105,672	8,131.70	105,672.10	-0.10	100%
119	1110	Supervisor - Sergio	87,816	6,758.16	87,816.08	-0.08	100%
120	1110	Mtnc Worker II - Barry	67,908	6,117.19	39,567.15	28,340.85	58%
121	1110	Mtnc Wkr-Rodney	15,515	4,438.46	15,514.61	0.39	100%
122	1110	Mtnc Wkr-Barry/Larry	57,660	8,321.96	39,324.47	18,335.53	68%
123	1110	Mtnc Wkr-Simmons	57,660	4,658.38	56,560.38	1,099.62	98%
124	1110	Mtnc Wkr-Larry	52,344	452.52	52,344.00	0.00	100%
125	1110	Mtnc Wkr-Bradley/Charle	57,660	180.96	57,506.62	153.38	100%
126	1110	Mtnc Wkr-Isaiah	47,520	3,658.46	33,923.12	13,596.88	71%
127	1122	PT Maintenance Wkr	25,000	0.00	0.00	25,000.00	0%
128	1122	Lead Facilities Monitor/Custodian	26,208	4,615.75	12,555.64	13,652.36	48%
129	1122	Weekday & Weekend Bldg Monitor	42,640	0.00	42,698.57	-58.57	100%
130		Sub-Total	643,603	\$ 47,333.54	543,482.74	100,120.26	84%
131	1210	Retirement	43,980	2,953.23	32,317.46	11,662.54	73%
132	1220	OASDI	49,236	4,272.93	40,805.65	8,430.35	83%
133	1230	Insurance	113,713	9,962.06	94,114.91	19,598.09	83%
134	1240	Worker's Comp.	90,974	0.00	59,475.66	31,498.34	65%
135	1250	Unemployment	2,940	7.49	1,526.50	1,413.50	52%
136		Sub-Total	300,843	17,195.71	228,240.18	72,602.82	76%
137		TOTAL	944,446	64,529.25	771,730.92	172,715.08	82%
138	SERVICES & SUPPLIES						
139	2029	Bus & Conf. Exp.	3,000	0.00	2,603.96	396.04	87%
140	2035	Educ/Trng	500	0.00	200.00	300.00	40%
141	2039	Empl Trans	500	0.00	0.00	500.00	0%
142	2061	Memberships	150	0.00	0.00	150.00	0%
143	2076	Office Sups	1,000	0.00	1,102.33	-102.33	110%
144	2104	Agri/Hort	5,000	0.00	2,813.40	2,186.60	56%
145	2111	Bldg Mtnc Svc	4,200	1,347.62	4,354.76	-154.76	104%
146	2112	Bldg Mtnc Sups	12,000	1,289.24	12,565.35	-565.35	105%
147	2122	Chem Sups	4,000	0.00	3,541.17	458.83	89%
148	2131	Elec Sys SVC	5,000	3,875.00	5,843.25	-843.25	117%
149	2132	Elec Sys Sup	10,000	7,885.68	8,966.31	1,033.69	90%
150	2142	Land Imp Sup	30,000	4,651.73	11,062.53	18,937.47	37%
151	2162	Paint Sups	1,500	0.00	0.00	1,500.00	0%
152	2168	Plumbing Sups	10,000	2,164.32	9,821.44	178.56	98%
153	2191	Electricity	60,000	4,643.34	59,470.53	529.47	99%
154	2192	Natural Gas	7,000	21.62	4,279.03	2,720.97	61%
155	2193	Refuse	17,000	1,774.13	17,380.37	-380.37	102%
156	2195	Sewage	7,000	1,365.77	8,389.72	-1,389.72	120%
157	2197	Tele/Teleg	2,000	106.12	2,806.56	-806.56	140%
158	2198	Water	125,000	8,671.00	121,079.79	3,920.21	97%
159	2205	Auto Mtnc Svc	14,000	1,110.76	10,635.60	3,364.40	76%
160	2211	Constr Equip Svc	6,000	1,933.31	4,743.19	1,256.81	79%
161	2226	Expend Tools	6,000	296.22	6,368.59	-368.59	106%
162	2236	Fuels & Lubes	10,000	-724.76	2,817.64	7,182.36	28%
163	2275	Rents & Leases	15,000	912.74	13,738.52	1,261.48	92%
164	2281	Shop Equip Svc	1,600	0.00	1,888.60	-288.60	118%
165	2292	Other Equip	11,000	0.00	9,735.66	1,264.34	89%
166	2314	Clothing	4,000	0.00	3,169.53	830.47	79%
167	2322	Cust Sup	22,500	4,290.75	20,313.73	2,186.27	90%
168	2444	Medical Sup	300	0.00	358.47	-58.47	119%
169	2591	Other Prof Svc	144,500	17,254.50	155,991.68	-11,491.68	108%
170		TOTAL	539,750	62,869.09	506,041.71	33,708.29	94%
171							

	A	B	C	D	E	F	G
172	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
173	FIXED ASSETS						
174	4201	Building Improvement	225,000	139,796.88	188,653.48	36,346.52	84%
175	4202	Structures & Imp	494,000	29,953.41	313,518.85	180,481.15	63%
176	4303	Other Equip	80,000	815.06	71,980.22	8,019.78	90%
177			799,000	170,565.35	574,152.55	224,847	72%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231		SALARIES & BENEFITS					
232	1110	FULL TIME SALARIES	1,187,307	80,383.15	1,114,648.21	72,658.79	94%
233	1122	PART TIME SALARIES	536,754	7,594.10	384,426.56	152,327.25	72%
234	1210	RETIREMENT	95,346	4,547.19	82,747.40	12,598.60	87%
235	1220	OASDI	129,979	10,014.84	114,333.23	15,645.77	88%
236	1230	INSURANCE	197,666	11,576.65	159,153.46	38,512.54	81%
237	1240	WORKER'S COMP	106,354	0.00	72,440.22	33,913.78	68%
238	1250	UNEMPLOYMENT	18,007	464.08	5,458.36	12,548.64	30%
239	1000	SALARIES/BENEFITS	2,271,420	148,946.90	1,933,215.44	338,204.37	85%
240							
241		SERVICES & SUPPLIES					
242	2005	AD/LEGAL NOTICE	1,000	0.00	578.63	421.37	58%
243	2022	BOOKS/SUBS	151	0.00	176.60	-25.60	117%
244	2029	BUS/CONF EXP	23,000	1,337.84	17,292.96	5,707.04	0%
245	2035	EDUC/TRNG	8,500	1,014.76	2,475.64	6,024.36	29%
246	2039	EMPLOY TRANS	5,500	117.45	2,633.19	2,866.81	0%
247	2051	INSURANCE	165,948	0.00	165,948.00	0.00	100%
248	2061	MEMBERSHIPS	14,400	0.00	13,158.00	1,242.00	91%
249	2076	OFFICE SUPS	15,600	663.71	12,858.35	2,741.65	82%
250	2081	POSTAGE	26,700	30.00	26,633.76	66.24	100%
251	2085	PRINTING	6,500	166.56	3,836.98	2,663.02	59%
252	2104	AGRI/HORT	5,000	0.00	2,813.40	2,186.60	56%
253	2111	BLDG MTNC SVC	4,200	1,347.62	4,354.76	-154.76	104%
254	2112	BLDG MTNC SUP	12,000	1,289.24	12,565.35	-565.35	105%
255	2122	CHEM SUPS	4,000	0.00	3,541.17	458.83	89%
256	2131	ELEC MTNC SVC	5,000	3,875.00	5,843.25	-843.25	117%
257	2132	ELEC MTNC SUP	10,000	7,885.68	8,966.31	1,033.69	90%
258	2142	LAND IMP SUP	30,000	4,651.73	11,062.53	18,937.47	37%
259	2162	PAINTING SUPS	1,500	0.00	0.00	1,500.00	0%
260	2168	PLUMBING SUPS	10,000	2,164.32	9,821.44	178.56	98%
261	2191	ELECTRICITY	60,000	4,643.34	59,470.53	529.47	99%
262	2192	NATURAL GAS	7,000	21.62	4,279.03	2,720.97	61%
263	2193	REFUSE	17,000	1,774.13	17,380.37	-380.37	102%
264	2195	SEWAGE	7,000	1,365.77	8,389.72	-1,389.72	120%
265	2197	TELE/TELEG	21,300	1,537.09	21,159.04	140.96	99%
266	2198	WATER	125,000	8,671.00	121,079.79	3,920.21	97%
267	2205	AUTO MTNC SVC	14,000	1,110.76	10,635.60	3,364.40	76%
268	2211	CONSTR EQUIP SVC	6,000	1,933.31	4,743.19	1,256.81	79%
269	2226	EXPEND TOOLS	6,000	296.22	6,368.59	-368.59	106%
270	2236	FUELS / LUBES	10,000	-724.76	2,817.64	7,182.36	28%
271	2261	OFF EQUIP MTNC	10,500	2,877.28	8,785.79	1,714.21	84%
272	2275	RENTS/LEASES	25,502	2,458.58	24,244.15	1,257.85	95%
273	2281	SHOP EQUIP SVCS	1,600	0.00	1,888.60	-288.60	118%
274	2292	OTHER EQUIP SUPS	11,000	0.00	9,735.66	1,264.34	89%
275	2314	CLOTHING	12,500	3,383.21	11,562.78	937.22	93%
276	2322	CUST SUP	22,500	4,290.75	20,313.73	2,186.27	90%
277	2332	FOOD SUPS	12,900	919.39	12,361.60	538.40	96%
278	2444	MED SUPS	1,900	394.31	2,161.40	-261.40	114%
279	2505	ACCOUNT SVC	42,600	16,487.31	47,518.30	-4,918.30	112%
280	2531	LEGAL SVC	25,000	2,877.28	21,156.41	3,843.59	85%
281	2591	OTHER PROF SVCS	183,520	1,735.85	190,167.03	-6,647.03	104%
282	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
283	2819	REGISTRATION SVC	0	0.00	0.00	0.00	0%
284	2851	RECREATION SVC	50,000	2,519.47	38,445.58	11,554.42	77%
285							

	A	B	C	D	E	F	G
286	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
287	2852	RECREATION SUP	26,000	2,581.20	21,380.62	4,619.38	82%
288	2871	TRANSPORTATION	4,000	0.00	2,288.70	1,711.30	57%
289	2880	PY EXPEND	0	0.00	0.00	0.00	0%
290	2898	OTHER OPER EXP	5,500	201.11	5,847.76	-347.76	106%
291	2000	SERVICES/SUPPLIES	1,057,321	102,972.19	978,741.93	78,579.07	93%
292							
293	FIXED ASSETS						
294	4201	Building IIM	225,000	139,796.88	188,653.48	36,346.52	0%
295	4202	STRUCT & IMP	1,354,500	136,537.19	845,317.47	509,182.53	0%
296	4303	EQUIPMENT	80,000	815.06	71,980.22	8,019.78	0%
297	4000	FIXED ASSETS	1,659,500	277,149.13	1,105,951.17	553,549	0%
298							
299							
300	1000	SALARIES & BENE	2,271,420	148,946.90	1,933,215.44	338,204.37	85%
301							
302	2000	SERVICES & SUPP	1,057,321	102,972.19	978,741.93	78,579.07	93%
303							
304	4000	FIXED ASSETS	1,659,500	277,149.13	1,105,951.17	553,549	67%
305							
306		CONTINGENCY	250,000	0.00	63,100.00	186,900.00	25%
307							
308		RESERVE	53,748	0.00	0.00	0.00	0%
309							
310							
311		TOTAL	5,291,989	529,068.22	4,081,008.54	1,157,232	77%
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NORTH HIGHLANDS RECREATION & PARK DISTRICT
CFD BILLING REPORT JULY 2026
(Bills paid in June 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Jun-26	\$ -
1230	Insurance	CALIFORNIA CHOICE	Jul-26	\$ -
1230	" " "	COPOWER	Jul-26	\$ -
1240	Workers' Comp	CAPRI	4th Quarter	\$ -
	Total			0.00
<u>SERVICES & SUPPLIES</u>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 43.23
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 43.23
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ -
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 87.28
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 103.20
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ -
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 2,014.83
	TOTAL			\$ 2,291.77
<u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
Total District Salaries		(JUNE 2 PAY DAY)		\$ -
Total District EDD		(JUNE 2 PAY DAY)		\$ -
Total District OASDI		(JUNE 2 PAY DAY)		\$ -
				\$ -
DISTRICT TOTALS				2,291.77

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 2026						
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	\$2,500.00	0.00	0.00	1,798.00	702.00	
20		TOTAL	\$2,500.00	0.00	0.00	1,798.00	702.00	72%
21								
22	CONCESSION OTHER		\$0.00	0.00	0.00	0.00	0.00	
23	9490	Concession Other	\$0.00	0.00	0.00	0.00	0.00	
24		TOTAL						
25								
26	USE OF MONEY/PROPERTY							
27	9522	Homeowner Prop 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	IN LIEU TAX							
31	9529	In Lieu Tax	\$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	MISC. Revenue							
35	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
36		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
37								
38	AID TO LOCAL GOVERNMENT							
39	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
40		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
41								
42	REDEVELOPMENT FUNDS							
43	9533	Redevelopment funds	\$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	STATE AID							
47	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
48		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
49								
50	SPECIAL ASSESSMENT							
51	9603	Special Assessment	\$140,020.00	0.00	0.00	138,878.32	1,141.68	
52		TOTAL	\$140,020.00	0.00	0.00	138,878.32	1,141.68	99%
53								
54	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
55								
56	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
57	9410	Interest Income	\$2,500	0.00	0.00	1,798.00	702.00	0%
58	9490	Concession Other	\$0	0.00	0.00	0.00	0.00	0%
59	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
60	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
61	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
62	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
63	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
64	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
65	9603	Special Assessment	\$140,020	0.00	0.00	138,878.32	1,141.68	99%
66								
67		TOTAL	\$142,520	0.00	0.00	140,676.32	1,843.68	99%
68								
69		GENERAL RESERVED FUND	\$0	0.00	0.00	0.00	0.00	0%
70		CARRY OVER	\$0.00					
71								
72		TOTAL BUDGET	\$142,520	0.00	0.00	\$140,676	1,843.68	99%
73								
74		Contingency	\$15,000.00	0.00	6214.14	6,214.14	8,785.86	
75								
76								

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2	EXPENDITURE REPORT - JUNE 2026						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SERVICES & SUPPLIES						
7	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
8	2505	Actg Svcs	2,500	0.00	2,500.00	0.00	100%
9	2591	Other Prof Svcs	10,481	0.00	9,986.24	494.76	95%
10		TOTAL	13,181	0.00	12,686.24	494.76	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-	42,145	0.00	42,145.37	-0.37	100%
62	1122	PT Wkr-Seasonal	25,000	0.00	9,794.00	15,206.00	39%
63		Sub-Total	67,145	\$ -	51,939.37	15,205.63	77%
64	1210	Retirement	3,372	0.00	3,371.66	0.34	100%
65	1220	OASDI	5,137	0.00	3,973.35	1,163.65	77%
66	1230	Insurance	12,049	0.00	11,690.48	358.52	97%
67	1240	Worker's Comp.	6,794	0.00	7,921.78	-1,127.78	117%
68	1250	Unemployment	490	0.00	112.00	378.00	23%
69		Sub-Total	27,843	0.00	27,069.27	773.73	97%
70		TOTAL	94,987	0.00	79,008.64	15,978.36	83%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	3,000	0.00	64.65	2,935.35	2%
73	2111	Bldg Mtn. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	2,000	0.00	975.14	1,024.86	49%
76	2191	Electricity	900	86.46	1,016.14	-116.14	113%
77	2193	Refuse	1,000	0.00	1,000.00	0.00	100%
78	2198	Water	45,000	0.00	38,467.12	6,532.88	85%
79	2205	Auto Mtn. Svc	750	2,205.31	2,205.31	-1,455.31	294%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	0.00	2,000.00	0.00	100%
83	2275	Rents & Leases	500	0.00	0.00	500.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	2,214	0.00	2,212.14	2.00	100%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	200	0.00	0.00	200.00	0%
88	2591	Other Prof Svc	3,000	0.00	0.00	3,000.00	0%
89		TOTAL	61,764	2,291.77	47,940.50	13,823.64	78%
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	4,000	0.00	0.00	4,000.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			4,000	0.00	0.00	4,000.00	0%
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	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	42,145	0.00	42,145.37	-0.37	100%
117	1122	PART TIME SALARIES	25,000	0.00	9,794.00	15,206.00	39%
118	1210	RETIREMENT	3,372	0.00	3,371.66	0.34	100%
119	1220	OASDI	5,137	0.00	3,973.35	1,163.65	77%
120	1230	INSURANCE	12,049	0.00	11,690.48	358.52	97%
121	1240	WORKER'S COMP	6,794	0.00	7,921.78	-1,127.78	117%
122	1250	UNEMPLOYMENT	490	0.00	112.00	378.00	23%
123	1000	SALARIES/BENEFITS	94,987	0.00	79,008.64	15,978.36	83%
124							
125		SERVICES & SUPPLIES					
126	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
127	2104	AGRI/HORT	3,000	0.00	64.65	2,935.35	2%
128	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
129	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
130	2142	Land Imp Supplies	2,000	0.00	975.14	1,024.86	49%
131	2191	ELECTRICITY	900	86.46	1,016.14	-116.14	113%
132	2193	REFUSE	1,000	0.00	1,000.00	0.00	100%
133	2198	WATER	45,000	0.00	38,467.12	6,532.88	85%
134	2205	Auto Mtnc Svc	750	2,205.31	2,205.31	-1,455.31	294%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	0.00	2,000.00	0.00	100%
138	2275	Rents & Leases	500	0.00	0.00	500.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	2,214	0.00	2,212.14	2.00	100%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	200	0.00	0.00	200.00	0%
143	2505	Accounting	2,500	0.00	2,500.00	0.00	100%
144	2591	OTHER PROF SVCS	13,481	0.00	9,986.24	3,494.76	74%
145	2000	SERVICES/SUPPLIES	74,945	2,291.77	60,626.74	14,318.40	81%
146							
147		FIXED ASSETS					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	4,000	0.00	0.00	4,000.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	4,000	0.00	0.00	4,000.00	0%
152							
153							
154	1000	SALARIES & BENE	94,987	0.00	79,008.64	15,978.36	83%
155							
156	2000	SERVICES & SUPP	74,945	2,291.77	60,626.74	14,318.40	81%
157							
158	4000	FIXED ASSETS	4,000	0.00	0.00	4,000.00	0%
159							
160		CONTINGENCY	25,000	0.00	6,214.14	18,785.86	0%
161			0				
162		RESERVE	28,333	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	227,264	2,291.77	145,849.52	53,083	64%
166							
167							
168							
169							

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator
FROM: Kayla Thayer, Acting Recreation Superintendent
DATE: July 9, 2026
SUBJECT: Fundraising Event

BACKGROUND

North Highlands Recreation & Park District holds a policy under section "Permits" policy number 6090.12 that states: "Permits will not be granted for fundraising events, where admission is charged, tickets collected at door, or donations collected, without the permission, in writing, of the District. Application for such permission must be made in writing and state the purpose for which the proceeds will be used for. Such applications must be approved by the District Board of Directors"

DISCUSSION

Bluebirds Take Flight is a non-profit educational and charitable organization that offers services to all military branches. Their mission is to provide military family support and guidance during critical transitions. Per letter submitted by non-profit Present, Karrie Anderson:

"This fundraiser is a lasagna feed and will be our third annual event. We do raffle/silent auction and all items are donated by individuals and businesses throughout the year.

All proceeds through donation and fundraiser events are spent mainly at the holiday time and given directly back to currently enlisted military members through food

assistance, and even moral support events. We also provide educational services to military family and friends."

This event is proposed to take place on Saturday, September 12, 2026 from 2:30pm – 10:30pm (set-up/clean-up time included) in the Kay F. Dahill Community Center. The rental will be \$1,738.00.

RECOMMENDATION

It is staff's recommendation that the Board of Directors approve the rental request for the Bluebirds Take Flight Lasagna Feed, a non-profit fundraising event.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Joanna McVay, Chairperson
Board of Directors

FROM: Scott Graham, District Administrator

DATE: July 9, 2026

SUBJECT: California Special Districts Association (CSDA) – Sacramento Area Chapter Membership

BACKGROUND

The California Special Districts Association (CSDA) is a statewide organization that provides advocacy, education, governance resources, and legislative representation on behalf of California's special districts.

Recently, discussions among several Sacramento-area special districts have resulted in the formation of a Sacramento Area Chapter of CSDA. The purpose of the chapter is to strengthen communication, collaboration, and information sharing among local special districts while providing opportunities to discuss regional issues and common challenges.

As an existing member of CSDA, North Highlands Recreation and Park District is eligible to participate as a founding member of the Sacramento Area Chapter.

DISCUSSION

Participation in the Sacramento Area Chapter would provide the District with an additional opportunity to engage with neighboring special districts, exchange best practices, and remain informed regarding legislative and regulatory issues that may impact local government agencies.

The chapter will serve as a regional forum where special districts can collaborate on matters of mutual interest, strengthen relationships with partner agencies, and identify opportunities to improve services to the communities they serve.

Membership aligns with the District's commitment to professional development, regional cooperation, and continuous improvement in the delivery of parks and recreation services.

The District is currently a member of CSDA. Participation in the Sacramento Area Chapter does not require any additional membership dues or direct financial commitment and can be accommodated within existing budget appropriations.

RECOMMENDATION

Approve North Highlands Recreation and Park District membership in the California Special Districts Association (CSDA) Sacramento Area Chapter and authorize the District Administrator to complete all required membership documentation and serve as the District's primary representative.

North Highlands Recreation and Park District

Board Agenda

To: Joanna McVay, Chairperson
Board of Directors

From: Scott Graham, District Administrator

Date: July 9, 2026

Subject: Discussion of Proposed Administrative Services Coordinator Position

BACKGROUND

The District's administrative responsibilities have continued to expand in recent years due to increased financial reporting requirements, payroll administration, human resources responsibilities, audit preparation, records management, customer service demands, and regulatory compliance requirements.

Currently, many of the District's critical administrative and financial functions are concentrated within a limited number of positions. As organizational responsibilities continue to grow, staff has evaluated opportunities to strengthen administrative operations, improve continuity of service, and support long-term succession planning.

DISCUSSION

Staff has developed a draft classification for an Administrative Services Coordinator position. The proposed position would provide support in the following areas:

- Payroll administration
- Accounts payable and accounts receivable
- Human resources administration
- Financial recordkeeping and audit support
- Facility rental administration
- Customer service and public assistance
- Administrative and clerical support functions

The position is intended to strengthen operational continuity by providing additional capacity and cross-training in critical business functions while maintaining a high level of customer service to District residents and program participants.

In addition to supporting day-to-day administrative operations, the position would help reduce organizational risk associated with reliance on a limited number of employees for essential financial and administrative processes.

FISCAL IMPACT

Staff has developed a preliminary salary range for the proposed Administrative Services Coordinator classification. The proposed range would be:

Step 1: \$65,100 annually

Step 8: \$91,600 annually

Staff is currently evaluating the total fiscal impact, including benefits, payroll taxes, and associated personnel costs. Funding is anticipated through the reallocation of existing personnel resources, including but not limited to a vacant full-time Recreation Division position.

Additional analysis will be completed to determine the full fiscal impact, including salary, benefits, payroll taxes, and associated operating costs.

SUMMARY

The proposed Administrative Services Coordinator position is intended to strengthen the District's administrative infrastructure, improve business continuity, support succession planning efforts, and provide additional support for financial, human resources, and customer service functions.

RECOMMENDATION

Review and discuss the proposed Administrative Services Coordinator classification and provide direction to staff regarding further development of the position and associated budget impacts.

ATTACHMENT A

Draft Administrative Services Coordinator Job Description

Key responsibilities include:

- Payroll administration
- Accounts payable and receivable
- Human resources administration
- Financial recordkeeping and audit support
- Facility rentals and customer service
- Administrative support and records management
- Business continuity and succession planning support

ATTACHMENT B

Draft Salary Schedule – Subject to Final Budget Approval

Step	Monthly Salary	Annual Salary
1	\$5,425	\$65,100
2	\$5,696	\$68,350
3	\$5,981	\$71,771
4	\$6,280	\$75,360
5	\$6,594	\$79,128
6	\$6,924	\$83,084
7	\$7,270	\$87,238
8	\$7,633	\$91,600

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

TO: Joanna McVay, Chairperson
Board of Directors

FROM: Scott Graham, District Administrator

SUBJECT: Independent Audit Services

BACKGROUND

The District issued a Request for Proposals (RFP) seeking qualified certified public accounting firms to perform the annual independent audit of the District's financial statements. The audit engagement includes the annual financial statement audit, reports on internal controls and compliance, State Controller reporting requirements, and other related services identified in the RFP.

Four proposals were received in this order and reviewed by District staff:

1. Fechter & Company, CPAs
2. Harshwal & Company, LLP
3. Sorren CPAs, P.C.
4. Richardson & Company, LLP

Each proposal was evaluated based upon qualifications, governmental auditing experience, experience with California special districts and recreation and park agencies, staffing and continuity, audit approach, responsiveness to the RFP, references, and cost.

DISCUSSION

All four firms demonstrated the ability to perform the required audit services and possess governmental auditing experience. However, meaningful distinctions were identified in the areas of special district experience, familiarity with recreation and park district operations, knowledge of California governmental reporting requirements, staffing resources, and overall value provided to the District.

Richardson & Company, LLP demonstrated the strongest overall combination of qualifications, experience, and value. The firm has extensive experience auditing California special districts, including recreation and park districts, community services districts, and other local governmental agencies. The proposal highlighted substantial experience with agencies utilizing Sacramento County treasury and accounting systems, as well as extensive knowledge of Government Auditing Standards, State Controller reporting requirements, appropriations limit procedures, and other governmental reporting requirements.

Fechter & Company, CPAs also demonstrated strong qualifications and direct experience with recreation and park districts, including agencies within the Sacramento region. The firm emphasized staff continuity, personalized service, and familiarity with local governmental operations.

Sorren CPAs, P.C. submitted a technically strong proposal supported by a large governmental practice group and significant audit resources. The firm demonstrated extensive governmental audit experience and the ability to provide specialized technical support.

Harshwal & Company, LLP submitted a responsive proposal and demonstrated governmental audit experience; however, the proposal reflected limited direct experience with California recreation and park districts and local special district operations than the higher-ranked firms.

After reviewing all proposals, staff ranked the firms as follows:

1. Richardson & Company, LLP
2. Fechter & Company, CPAs
3. Sorren CPAs, P.C.
4. Harshwal & Company, LLP

Staff determined that Richardson & Company, LLP provides the strongest overall value to the District based upon its extensive governmental auditing experience, direct experience with recreation and park districts, familiarity with Sacramento County financial systems, experienced audit team, and competitive pricing. While cost was considered as part of the evaluation process, staff placed equally great emphasis on qualifications, experience, audit quality and the firm's ability to provide reliable and responsive service to the District.

COST COMPARISON

Harshwal & Company, LLP	\$12,800 for 2026 Audit	\$40,355 for three-year term
Richardson & Company, LLP	\$16,500 for 2026 Audit	\$49,690 for three-year term
Fechter & Company, CPAs	\$24,160 for 2026 Audit	\$70,897 for three-year term
Sorren CPAs, P.C.	\$25,500 for 2026 Audit	\$79,700 for three-year term

FISCAL IMPACT

Funding for annual audit services for FY 2026/2027 is \$25,000 for the General Fund and \$2,500 for the CFD. The proposed fee agreement with Richardson & Company, LLP is estimated at approximately \$16,500 for the 2026 Audit, with a total cost of \$49,690 over the initial three-year term, (FY 2026/27, 2027/28 and 2028/29),

RECOMMENDATION

Based upon the evaluation of all proposals received, staff determined that Richardson & Company, LLP provides the best overall value to the District and is very qualified to perform the District's independent audit services

Staff recommends the Board of Directors authorize the District Administrator to enter into an agreement with Richardson & Company, LLP to provide independent audit services for the fiscal years ending June 30, 2026, 2027, and 2028, with the option to extend the agreement in accordance with the Request for Proposals.