

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

Regular Meeting of the Board of Directors
October 8, 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. September Highlights
- B. Parks and Facilities Report
- C. Recreation Report

4. CORRESPONDENCE

- A.

5. REPORTS FROM STANDING COMMITTEE

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

6. CONSENT CALENDAR

- A. Approval September 10, 2026, minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of September 2026

7. UNFINISHED BUSINESS

- A. Westwood Monthly Summary/Bid Process
Board discussion

8. NEW BUSINESS

- A. Sacramento Suburban Water District Easement
Review and Discussion to approve an easement at Freedom Park

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 November 12, 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 833 0589 9210

Passcode 368380

<https://us06web.zoom.us/j/83305899210?pwd=aljftHsgln5x81YBj8ahMFL1mZm6vn.1>

North Highlands Recreation and Park District

Board Agenda

To: Joanna McVay, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: October 8, 2026

Subject: Administrator's Report

ADMINISTRATOR'S REPORT

- A. September 2026 Highlights
- B. Parks and Facilities Report
- C. Recreation Report

September, 2026 Highlights

September 8: I attended a webinar through CSDA – “Securing Your Greatness in the Eyes of the Public”. This was a very informative presentation that focused on ways to learn how to tell your story and ensure your district's services can be easily found online.

September 14: I attended the North Watt Business Watch meeting. County representation included the DA's office. The Sheriff's office, Board of Supervisor staff, and the California Highway Patrol. Topics of discussion included recent trends affecting business owners and residents, including copper theft and illegal dumping. The process for establishing a Property and Business Improvement District from A Street to Antelope Road is progressing, with a community meeting for business owners and residents who want to learn more about this important matter on October 13, 5:30 pm in the Recreation Center.

September 16: I sat in on a CPS-HR webinar – “Leveraging AI in Human Resources”. The focus of the presentation was how to create steps and templates on how to prompt AI platforms to support Human Resources tasks.

September 17: The Pre-Bid mandatory contractors meeting was held in the Recreation Center. Karen Folsom and Jon Bowhay with Westwood, Member Pat Williams, Parks and Facilities Superintendent Kevin Kelly and I represented the District. Twenty-one contracting firms were in attendance.

September 22: I attended another CSDA webinar “Mastering Difficult Conversations at Work”. The focus was on learning how to effectively address challenging workplace issues: whether they are from team dynamics, mismanaged expectations, or performance concerns—while fostering a culture of respect and accountability.

September 24: I met with Ryan DiGuilio, Chief Business Official at TRUSD. I also was able to meet and speak with the new Superintendent of Schools at TRUSD, Dr. Tu Mova Carroz. We briefly shared updates on our respective Districts current events and the long-term relationship we share in the North Highlands community. Ryan and I discussed the summer programs we partnered with, primarily aquatics. We also discussed the future of collaborative programming between NHRPD and TRUSD.

September 29: I participated in the CARPD GM Roundtable meeting on Zoom. GM's and Administrators from all over the state are represented. Topics included upcoming elections, El Niño preparation and SB 827 training requirements.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator
From: Kevin Kelly, Park and Facilities Superintendent
Date: October 8th, 2026
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

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

- Stage shade sail replaced
- New engineered wood installed at Freedom Park
- New decorative back installed at Freedom Park
- Freedom Park pressure washed for CNH
- Freedom Park hand dryers repaired
- Broken grill removed at Freedom Park
- All vehicles numbered
- Multiple irrigation repairs made
- New Corporation Yard sign installed
- New shade structures installed at Planehaven Park

INCIDENT/ACCIDENT REPORT UPDATE:

FURTHER INFORMANTION

The shade sail over the stage at Freedom Park was damaged in a wind storm earlier in the year. A new custom fit shade sail was purchased and installed to support the Celebrate North Highlands event.

In order to keep our playground surface safe, additional engineered wood was purchased and installed in the 2-5 year old playground at Freedom Park.

Last year we purchased new mulch for the parking lot at Freedom Park. This year we replenished the medium sized bark around the pavilions and playground.

During an inspection of the restrooms at Freedom Park I noticed that only 1 of 4 hand dryers were working. I looked at the units in the mechanical closet and found the tubing had rotted out over time. I replaced the tubing and we now have functioning hand dryers.

During our readiness walk for the Celebrate North Highlands event Barry and I noticed a grill in one of the pavilions was leaning. Barry removed the grill and we saw the support was rusted through. Chris Stewart removed the support with an angle grinder and rendered the area safe.

The District is getting better and better every day with the organization of its assets. The Maintenance Division numbered our vehicles to better track maintenance needs and dispatching of vehicles. This also allows the public to report any issues with vehicles on the road should they witness anything.

Keeping up with our new branding, an up to date sign was ordered and installed at the Corporation Yard.

Keeping our promise to the residents around Planehaven Park, three new shade structures were installed around the concrete picnic pad.

PHOTOS

Replacement Shade @ Freedom Park



Playground Fibar @ Freedom



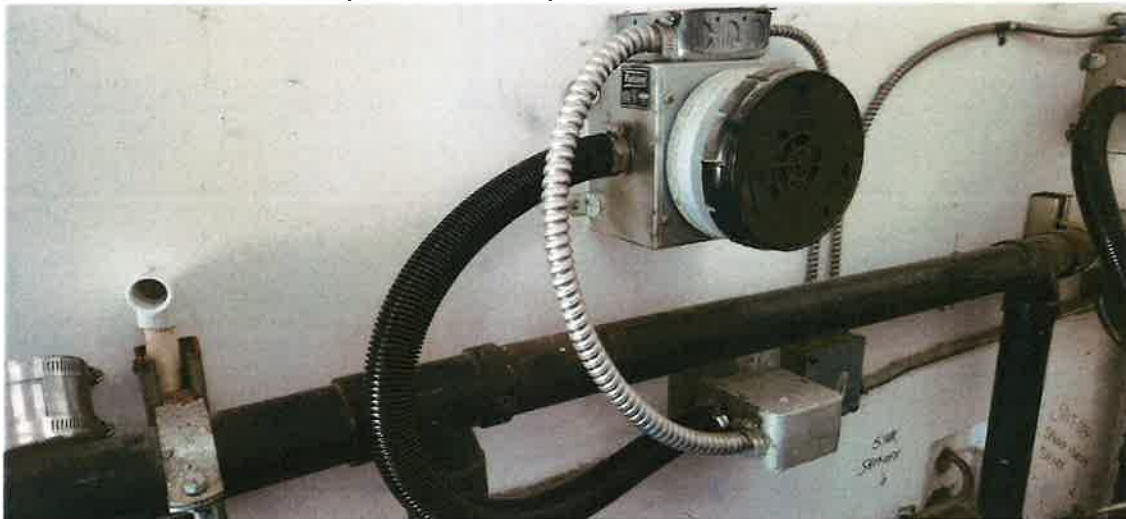
New Bark @ Freedom Park



New Bark @ Freedom Park



Repaired Hand Dryers @ Freedom Park



Pressure Washing @ Freedom Park



Removed Grill @ Freedom Park



Vehicle Numbering



Various Irrigation Repairs



New Corporation Yard Sign



Stolen Backflow @ Larchmont Park



New Shade @ Planehaven Park



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



Mobile Patrol	Report ID 26-121081	P Clary
Date & Time	Location	Activity
8/29/2026 14:38	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Homeless/Vagrant
Report Details		
During my patrol, I checked the park and encountered one white male adult sleeping in the park. I contacted him and told him he could not sleep in the park. The subject departed without issue. There was no trash or debris found scattered in the park. 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.		
Service Call	Report ID 26-121226	B Rasmussen
Date & Time	Location	Activity
8/30/2026 12:30	Freedom Park, 5931 Recreation Wy, McClellan Park, CA 95652	Homeless/Vagrant
Report Details		
Responded to a service call at Freedom Park regarding two homeless individuals sleeping in the park. One individual was under the gazebo and appeared to be sleeping while sitting upright. He complied and joined an adjacent group, remaining awake. The second individual was lying near the restrooms with multiple belongings. He eventually packed up his belongings and complied by leaving the property.		
Mobile Patrol	Report ID 26-121236	B Rasmussen
Date & Time	Location	Activity
8/30/2026 13:59	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Homeless/Vagrant, Vandalism
Report Details		
Conducted a routine foot patrol of the entire park. I observed three transients on the property. Two were behind the red electrical fenced area, and one was near the cement overpass by the creek. All three complied and left the property. I observed graffiti on the overpass wall. I noted no other homeless individuals or property damage.		
Mobile Patrol	Report ID 26-121420	Carl Badilla
Date & Time	Location	Activity
8/31/2026 15:36	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Vandalism, Homeless/Vagrant
Report Details		
On arrival observed man sitting in chair on sidewalk with three full shopping baskets. On patrol I observed a towel and blanket discarded behind Red fenced area. On red fenced area observed pink graffiti and red shirt Tangled and razor wire. Observed one person sleeping on grass, after making contact he packed his things and moved off property.		

Mobile Patrol	Report ID 26-121461	J Sullivan
Date & Time	Location	Activity
8/31/2026 22:59	Community Center, 6040 Watt Ave, North Highlands, CA 95660	Homeless/Vagrant
Report Details		
Arrived on site and conducted a patrol of the property. I noticed and contacted one individual. He left without issues		
Mobile Patrol	Report ID 26-121853	D Broussard
Date & Time	Location	Activity
9/3/2026 13:55	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Homeless/Vagrant
Report Details		
While driving by noticed, there were homeless people at the park. I entered the park. I had everybody getting ready to leave or they had already left. The Sheriff's Dept did not show up, they said there was someone out here with a machete. I did not see anyone with a machete, so individuals are leaving the park at this time.		
Service Call	Report ID 26-122007	B Rasmussen
Date & Time	Location	Activity
9/4/2026 12:36	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Suspicious Activity, Suspicious Person
Report Details		
Service call received from Pat Williams, at Brock Park, regarding three individuals jumping a residential fence bordering the park and taking bags of aluminum cans. The individuals last seen walking toward Watt Avenue. Pat canceled the service call while still on the phone.		
Mobile Patrol	Report ID 26-122190	P Clary
Date & Time	Location	Activity
9/5/2026 14:49	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	602 Issued, Discarded Trash/Debris, Homeless/Vagrant, Trespass - Refusal to Leave
Report Details		
During my patrol, I contacted a homeless camp of three transients. I informed them that they needed to pack out and leave the property. Two homeless departed shortly after packing up their belongings. Shane Read took his time packing up. I departed on a call, returning at 1537. I observed Shane Read still in the park, hanging with another larger group of people. I told Shane he needed to get off the property. He told me that I had no right to tell him to leave. I issued Shane Read a 602-trespass notice since I requested that he leave over an hour prior and was still on property with a camp set up. He quickly cleaned up and departed the property. I also contacted six transients who were sitting around the blanket from earlier with glass pipes and cigarettes on the blanket. They also had bicycles in the park area. I told them they needed to leave as there was no smoking allowed and no bikes. They departed without issues. I contacted another transient who was sleeping under a tree by the creek. I told him to leave, and he departed without issues. Finally, I observed no disturbances or loud noises. There were no signs of smoke or fires anywhere on the property. With the site secured and nothing further, I departed the property.		

Mobile Patrol	Report ID 26-122333	B Rasmussen
Date & Time	Location	Activity
9/6/2026 13:30	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant, Vandalism
Report Details		
Conducted a routine foot patrol of the entire park. I observed one transient who complied when asked to leave the property. I noted graffiti on the overpass near the creek, along with trash and debris behind the red fenced area.		
Mobile Patrol	Report ID 26-122337	B Rasmussen
Date & Time	Location	Activity
9/6/2026 13:54	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant
Report Details		
Conducted a routine foot patrol of the entire park. Approximately ten transients were located behind the baseball field. I asked them to leave, and they all complied. I observed no other homeless individuals, suspicious activity, or property damage. I observed trash and debris left behind in the area where the individuals had been located.		
Mobile Patrol	Report ID 26-122339	B Rasmussen
Date & Time	Location	Activity
9/6/2026 14:09	Chardonnay Park, 5171 Cherbourg Dr, Sacramento, CA 95842	Maintenance Issue, Vandalism
Report Details		
Conducted a routine patrol of the entire park. I observed a hole in one of the yellow playground slides, and another yellow slide had significant cracking near the bottom, creating a safety hazard for children. I observed no homeless individuals, additional property damage, or suspicious activity.		
Mobile Patrol	Report ID 26-122511	Carl Badilla
Date & Time	Location	Activity
9/7/2026 14:21	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Vandalism
Report Details		
Made patrol around Sierra Creek Park. Observed one man sitting on the sidewalk next to park with two to three baskets full of belongings. Observed two shopping carts and trash and debris behind Red fenced in area. Observed graffiti on overpass and on back side of red fenced-in area.		
Mobile Patrol	Report ID 26-123090	J Sullivan
Date & Time	Location	Activity
9/10/2026 21:11	Community Center, 6040 Watt Ave, North Highlands, CA 95660	Abandoned Vehicle
Report Details		
Arrived on site and conducted a patrol of the property. I noticed a black Hyundai Tucson license plate number 8UNE283 parked in the back with nobody inside. I placed a tag on the vehicle		
Mobile Patrol	Report ID 26-123258	G Oler
Date & Time	Location	Activity

9/11/2026 21:07	Freedom Park, 5931 Recreation Wy, McClellan Park, CA 95652	Homeless/Vagrant, Illegal Camping
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Report Details

At the above date and time, I arrived on site and conducted a patrol of the property. One encampment found on property near the restroom. I advised Officer Sullivan and made contact. The individual was argumentative but began packing their items. During my patrol I also observed multiple vehicles and people using the parks services. I then advised everyone that the park had closed. Everyone was compliant, I then secured the restrooms before exiting property. The individual who had the camp took over an hour to exit the property and continued to attempt to converse with myself. They eventually exited the property.

Mobile Patrol	Report ID 26-123263	G Oler
Date & Time	Location	Activity
9/11/2026 21:32	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Vandalism

Report Details

At the above date and time, I arrived on site and conducted a patrol of the property. I found no signs of homeless people, encampments, or suspicious activities on property. I observed graffiti around the umpire/seating area of the ballpark. I then secured the front gates before exiting property

Mobile Patrol	Report ID 26-123402	P Clary
Date & Time	Location	Activity
9/12/2026 12:58	Chardonnay Park, 5171 Cherbourg Dr, Sacramento, CA 95842	Vandalism

Report Details

During my patrol, I checked the park equipment and found no recent indications of damage or vandalism. The old vandalism is still on the slides. There were no transients at the park. I noticed no camps. I did not see any trash or debris laying around. 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.

Mobile Patrol	Report ID 26-123411	P Clary
Date & Time	Location	Activity
9/12/2026 14:06	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Suspicious Activity, Homeless/Vagrant

Report Details

During my patrol, I checked the park in its entirety, observing homeless people with bikes and trolleys on the property. I contacted them and told them they needed to remove the things with wheels, or they will have to leave. A part of the group departed the property while others moved their things to the sidewalk and returned to enjoy the park. I observed no trash or debris and no criminal activities. 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.

Mobile Patrol	Report ID 26-123421	P Clary
Date & Time	Location	Activity
9/12/2026 15:51	Freedom Park, 5931 Recreation Wy, McClellan Park, CA 95652	Parking Violation
Report Details		
During my patrol, I checked around the property and observed sports events and gatherings occurring. I did not see any suspicious activities or people. The bathrooms had no indications of misuse at this time. There was a gray/blue Nissan pathfinder (CA license plate #9AYW878 tag expiration June 26) improperly parked on the grass in the parking lot. No owner was nearby. 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.		
Mobile Patrol	Report ID 26-123435	G Oler
Date & Time	Location	Activity
9/12/2026 20:13	Community Center, 6040 Watt Ave, North Highlands, CA 95660	Law Enforcement - On Site
Report Details		
At the above date and time, I attempted to gain access to the property but a truck that was unable to move was blocking access		
Mobile Patrol	Report ID 26-123436	G Oler
Date & Time	Location	Activity
9/12/2026 20:35	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Vandalism
Report Details		
At the above date and time, I arrived on site and conducted a patrol of the property. I found no signs of homeless people, encampments, or suspicious activities on property. I did, however, observe graffiti on the back bleachers. I then secured the front gates.		
Mobile Patrol	Report ID 26-123559	B Rasmussen
Date & Time	Location	Activity
9/13/2026 15:25	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant, Vandalism
Report Details		
Conducted a routine foot patrol of the entire park. I contacted three transients and asked them to leave. All three complied, gathered their belongings, and left the park. I observed graffiti on the wall near the overpass by the creek. I observed trash and debris behind the red fenced area, along with graffiti on the fence.		

Mobile Patrol	Report ID 26-123760	Carl Badilla
Date & Time	Location	Activity
9/14/2026 16:04	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Homeless/Vagrant, Discarded Trash/Debris, Maintenance Issue
Report Details		
I contacted two individuals on property. One packed his things and left shortly after contact. The other began packing his things slowly and moving them off property. Observed trash and debris strewn throughout creek. Graffiti observed on creek overpass, and on back side of red fenced in area.		
Mobile Patrol	Report ID 26-124131	P Raines
Date & Time	Location	Activity
9/16/2026 20:30	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant, Small Crowd
Report Details		
When I arrived, there were no vehicles in the parking lot. I proceeded with my foot patrol of the park and found six or seven individuals at the back bleachers. They gathered their things and left the park without argument. I secured both gates before I left.		
Mobile Patrol	Report ID 26-124312	J Sullivan
Date & Time	Location	Activity
9/17/2026 19:13	Freedom Park, 5931 Recreation Wy, McClellan Park, CA 95652	Disturbance - Public, Homeless/Vagrant, Law Enforcement - Contacted, Law Enforcement - On Site, Narcotics/Illegal Substance, Suspicious Activity, Suspicious Person
Report Details		
Received a call about a white male adult throwing rocks at people. Upon my arrival I noticed SSD was also pulling onto the property. They contacted a white male wearing a blue shirt sitting down. They identified the individual as Ryan Douglas Domino DOB 12/18/1987 XREF 4388439 they issued the individual a notice of trespass and released him.		
Mobile Patrol	Report ID 26-124814	B Rasmussen
Date & Time	Location	Activity
9/20/2026 14:01	Sierra Creek Park, Davidson Dr, Antelope, CA 95843	Discarded Trash/Debris, Homeless/Vagrant, Vandalism
Report Details		
Conducted a foot patrol of the entire park. I observed approximately five transients together on the property. I contacted the group, and all individuals complied and eventually left the park. I observed graffiti on the overpass near the creek, along with trash and debris near the creek and throughout the park.		

Mobile Patrol	Report ID 26-125594	P Raines
Date & Time	Location	Activity
9/24/2026 22:52	Brock Park, 3730 Antelope Rd, Antelope, CA 95843	Homeless/Vagrant, Secured Gate
Report Details		
When I arrived, there were no vehicles in the parking lot. There were two people sitting near the playground. But they left before I could approach. I did not see any vandalism or damage. I found one other individual at a far back bleachers on the southwest side of the park. I informed him the park had closed, and he gathered his things and left without argument. I secured both gates before I left.		

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator
FROM: Kayla Thayer, Acting Recreation Superintendent
DATE: October 8, 2026
SUBJECT: Recreation Division Report

Dragon's Den

- This month's theme was "Fall into a Forest of Fun". Participants did fall activities and crafts as the seasons begin to change. Highlight activities include marshmallow towers, self portraits made with leaves for hair, tin foil boat team building and animal headbands.

Toddler/Youth/Teen Programs

- Dance with Stacie Ford was cancelled for the month of September due to low enrollment. The program is currently running in October.
- Staff launched a new program this month called Pop into Play that catered to 1–3-year-olds. This program was held on September 1st, 8th, and 15th and was created based off feedback from a summer toddler event. 6 participants registered, all paid.
- Youth & Teen Cooking started the fall season making Fruit Pie, Whipped Cream and Pumpkin Spice Milkshakes. 5 participants (5 paid).
- Teen Auto Class in partnership with the Universal Technical Institute returned on September 21st. Participants were taught basic car skills such as checking fluids, changing a tire, dashboard light meaning and more. 37 participants enrolled.

Adult Programs

Adult & Senior Pickleball

- First session of the fall started. Averaged 9 participants.

Adult Coed Volleyball

- The Fall session of Volleyball started September 14th. 6 teams have joined the league.

Senior Programs

Game Day (Monday)

- Game Day averaged 9 participants.

Bingo (Tuesday)

- Bingo averaged 16 participants.

Dance (Monday & Wednesday)

- Dance averaged 17 participants.

Senior Movies (1st Wednesday/Month)

- The August movie was "Are you there, God? It is me, Margaret"
- Senior movie had 6 participants.

Harvesttime (Thursday)

- Harvesttime averaged 18 participants.

Rentals

- Capehart Gym: 25
- Community Center: 4
- Freedom Park: 12
- Recreation Center: 4
- Ridgepoint Gym: 6
- Brock Park: 26

Special Events

Celebrate North Highlands

- Staff member Kayla Thayer served on the community committee for Celebrate North Highlands and hosted the event at Freedom Park on September 26th.
- Event was a success with roughly 1,000+ attendees.

Scholarships

- We received and approved 2 scholarship applications.
 - 2 Pee Wee Flag Football
- 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 9/1.
 - site views 97,820
 - Top sites: Calendar, Board Meetings, and About Us.
- Social Media Statistics for August.
 - 35.4k views – Facebook
 - 14.3k views – Instagram
- The Fall/Winter posters were distributed to the District Parks.

Miscellaneous Updates

- Thank you to the Antelope Lions Club for sponsoring 10 spots for Fall Break Camp.
- Staff tabled the Back to School Night at FC Joyce Elementary on September 10th.
- Staff members Amaya Barnes and Kevin Hughes held a CPR Certification class for NHRPD staff. They certified 5 employees on September 18th.

Upcoming Events

- October is a busy event month for the District and we would like to highlight the exciting opportunities that we have this month:
 - Halloween Extravaganza and Costume Parade, October 10th
 - Community Ofrenda Workshop and Display, October 27th
 - Movie in the Courtyard, October 30th

Dragon's Den:



Pop Into Play:



CPR Certification:



Celebrate North Highlands:



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: September 10, 2026

Time: 6:30 p.m. – Regular Meeting

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

Member Present: Joanna McVay, Crystal Harding, Pat Williams,

Members Absent: Zachary Freels, Beau Reynolds

Staff Present: Scott Graham, Administrator
Kevin Kelly, Park Superintendent
Kayla Thayer, Acting Recreation Superintendent
Terri Smith, Administrative Service Manager

Staff Absent: Rachel Robertson-Murray, Recreation Superintendent

Guests Present: Jessie Shen

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:

Administrator Report by Scott Graham with questions and comments from the Board regarding his report:

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

Oral Recreation report by Acting Recreation Superintendent Kayla Thayer with questions and comments from the Board regarding her report:

Kayla wanted to publicly thank a few sponsors, Anthem, and Wellbe Health.

CORRESPONDENCE:

LAFCo press release for information only

Chairperson McVay took Item A, Sacramento County North Watt Avenue Specific Presentation from under new business out of order.

7:52 p.m. Chairperson McVay called a five-minute recess.

8.02 p.m. Chairperson McVay called the regular meeting back to order.

REPORTS FROM STANDING COMMITTEES:

None to Report

CONSENT CALENDAR

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

9/1/26

Motion by Board Member Williams, seconded by Board Member Harding to approve the consent calendar with correction from Crystal on the minutes with questions and comments from Board Members.

AYES: McVay, Harding, Williams

NOES: -0-

ABSTAIN: -0-

ABSENT: Freels, Reynolds

UNFINISHED BUSINESS

A. Westwood Monthly Update/Presentation from Karen Folsom.

- Administration Graham stated that the bid documents went out last Thursday, and contractors that are interested have until October 8th to submit their bid packets. He stated that there will be a pre-bid deadline meeting next week, on Thursday, right here in the Community Recreation Center at 2:00 p.m. It is a mandatory meeting for all contractors that are interested in Sierra Creek Project. Scott stated that Karen Folsom and he would be there.
- Scott stated the Cal American Water permit has been finalized and today he paid an invoice to Sac Metro to formalize their permit.
- Landscaping plan was approved as of today.
- The only outstanding improvement plans are the site improvements (street projects) and the building department which is specific to the light poles into the bathroom building going in. The contractor will be responsible for securing those permits and finalizing that part of the project.
- The bid documents are on the Sacramento Regional Builder Exchange website and also on the District's website.

NEW BUSINESS

A. Sacramento County North Watt Avenue Specific Presentation – Jessie Shen, Infill Coordinator

Chairperson McVay took this out of order just after correspondence. Chairperson McVay introduced Jessie Shen, Infill Coordinator for Sacramento County, and the Project Manager of the North Avenue Specific Plan.

Jessie Shen gave a presentation for the North Watt Avenue Specific Plan with lengthy questions and comments from the Board:

History:

- She focus mostly on parks and open spaces and how the County and North Highlands Recreation Park District can collaborate on creating more spaces and connecting spaces and created spaces in this community.
- The 2008 North Highlands Town Center SPA.
- The 2012 Corridor Plan.

- 2020/2023: Green Zone designation & subsequent Green Means GO funding to address the Corridor Plan's Regulatory barriers
- 2025: PRO Housing funding to identify infrastructure needs to support development.

Shared Vision:

Specific Plan Zoning Districts:

- Mixed-Use Corridor (MU-C)
Higher-density and intensity mixed-use development along corridor and major transit streets. Located in the major corridors Elkhorn Blvd., Watt, and Freedom Park.

Mixed-Use Neighborhood (MU-N)

- Neighborhood-scale housing, mixed-use development, and smaller-scale uses that is designed and operated in a way that is compatible with nearby residential areas.

Employment Flex (EMP-Flex)

- Broad range of job-generating uses, including light industrial, public/-quasi-public, research and development, professional offices, commercial services, and ancillary uses supporting employment-generating uses.

Infrastructure & Public Facilities

- Multi-Modal Transportation
 - Roadways
 - Pedestrian Facilities
 - Bikeways
 - Transit

Parks and Recreation spaces

Utilities and Infrastructure Systems

- Domestic Water
- Sanitary Sewer
- Stormwater
- Solid Waste & Recycling
- Gas & Electric
- Infrastructure & Public Facilities Ranking
 - Domestic Water not bad
 - Sanitary Sewer not good
 - Storm Water is the worst

Two buckets of Implementation

- Community Building
- New Development

Environmental Review – Draft EIR

- Impacts than are less-than-significant with mitigation
- Impact that are significant and unavoidable
 - Air Quality (construction emission, TACs)
 - Noise (operational noise)

CHAIRPERSON'S REPORT:

Chairperson McVay stated that Celebration North Highlands September 26, 2026 and Rio Linda County Fair September 19th and 20th, at the park of Dry Creek.

Chairperson McVay stated that she is really happy that we were able to secure the Scooby Doo bus.

COMMENTS FROM BOARD MEMBERS:

Board Member Harding asked Scott if he had a chance to connect with TRUSD Board of Supervisor.

Administrator Graham stated that he had not, but he plans to, but it has been pretty hectic and stressful in trying to get the bid documents together because there is a lot that goes into it much more than he anticipated. He stated that our District council was involved, Westwood is using a

template that BKS has created written by our District counsel, Gavin Ralphs. Scott stated that Gavin is an expert in what they call the front ends of a contract like that. He stated that it was multiple days trying to keep all three of them in the loop, but he fully planned too.

Board Member Harding stated that something for the team to consider as we close out the year, sending our elective from our Board of Supervisors our assembly and our congress people, by sending a postcard with like a collage of North Highlands stuff that we have done, and you know, thanking them for whatever service they done. We need to be mindful of sort of the communication that we have with them. So, it is not just a one off or a periodically like a room needs something or requested something, but just to keep us on deadlines and their radar. So, I think something as simple as a postcard that we send to all of our folks anyway, we might as well add them to the list if possible.

Board Member Harding stated that when our supervisor uses our facility, she thinks it would be really good if one of us was present. She said they are at our District and yes they are using our space, but it would be a great time for us to promote what we have going on. She stated that she did see we had some posters out but if there was a representative we can thank them so much for coming to the District and giving the District a little plug for ourselves. So, just to consider whether they use our building if you could please consider letting the board know, and to if they are coming, and maybe one of you can attend.

Board Member Harding stated that she will be at the TRUSD Board Meeting next Tuesday. She stated that she will be telling them thank you and will be speaking on the behalf of North Highlands and not as a parent, but to acknowledge the aquatics, and to invite them to celebrate North Highlands to extend them to come and check out the district. So, just know I will be wearing her board member shirt and all of that and that is the capacity she is going for. She hope it is not an issue. She hope that we consider showing up to some of these spaces.

Board Member Harding stated that September is suicide prevention month and just want to offer you know the 988 as the suicide prevent the lifeline resource that they have. You can call, text or chat with anyone at any time.

Board Member Harding stated that she went to a book signing, Miss Tamara Sandifer, who had provided services here, dance classes and all the things right next door. She stated that she used attend. She stated that Tamara just had a book signing. She just published her book, "The Risk of Being Seen," and they had an event at the Underground Book, and it was really good to see how she gave credit to those like "I may have been born in conditions that were unfavorable but look at me now." Board Member Harding stated that it really was inspiring to see a local in this place and like all her accolades like LA's woman's this, and State of California this. So, it was really empowering.

Board Member Harding stated that she wanted to talk about the session Scott and her attended on Wednesday through CSDA. Securing your greatness in the eyes of the public. It was really good and she love Scott's feedback that he gave. She stated that she will talk about it next month because it happened this month.

Board Member Harding stated that she wanted to thank you all so much for the opportunity to share.

ADJOURNMENT

Chairperson McVay adjourned the regular board meeting at 8:23 pm.

DATE, TIME, AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on October 8, 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 OCTOBER 2026
(Bills paid in September 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
	<u>BENEFITS</u>			
1210	Retirement	Voya	Sep-26	\$ 6,475.44
1210	" " "	Voya	Oct-26	\$ 9,679.53
1230	Insurance	California Choice	Sep-26	\$ 10,732.17
1230	" " "	CoPower	Sep-26	\$ 1,026.00
1240	Workers' Comp	CAPRI	2nd Quarter	\$ 15,869.98
	Total			43,783.12

SERVICES & SUPPLIES

2029	Bus/Conf Exp	USBank	CPRS (CAMS)	\$ 225.00
2035	Educ/Trng	USBank	SportsFeld/Safewebservices/CPRS	\$ 1,206.00
2039	Empl Trans	Barnes, Amyaya	August 2026 Mileage	\$ 28.04
2039	" " "	Jew, Kelly	August 2026 Mileage	\$ 24.47
2039	" " "	Murray, Rachel	August 2026 Mileage	\$ -
2039	" " "	Thayer, Kayla	August 2026 Mileage	\$ 56.47
2039	" " "	Young, Megan	August 2026 Mileage	\$ 65.51
2061	Membership	USBank	CPRS Membership	\$ 165.00
2076	Office Sup	Walkers Express	Printer Cartridge	\$ 152.98
2076	" " "	Flex TG	Copies	\$ 202.39
2076	" " "	USBank	Amazon,Al	\$ 72.30
2076	" " "	Walkers Express	Office Supplies	\$ 66.62
2111	Bldg Maint. Service	Stice Lock	Deadbolt, Keys	\$ 453.75
2112	Bldg Maint. Supplies	Home Depot	Supplies	\$ 103.90
2112	" " "	Home Depot	Supplies	\$ 205.03
2122	Chemical Supplies	Target Specialty	Supplies	\$ 92.46
2131	Electric Sys Srv	Hagan Electric	7916 Aztec	\$ 5,572.50
2142	Land Imp Sup	Sprinklers Services	Supplies	\$ 1,944.87
2142	" " "	Sprinklers Services	Supplies	\$ 466.07
2142	" " "	Sprinklers Services	Supplies	\$ 866.70
2168	Plumbing	USBank	Amazon, Dependable Fountain	\$ 232.43
2168	" " "	Buttes		\$ 24.67
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 219.19
2191	" " "	SMUD	7000000346 District	\$ 4,139.89
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 168.68
2191	" " "	SMUD	2733018 Aztec	\$ 2,691.98
2191	" " "	SMUD	3548415 3244 Freedom Park	\$ 219.19
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 8.31
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 92.65
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.32
2192	" " "	PG&E	8802679102-5 3829 Stephen Drive	\$ 8.87
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 1,286.53
2193	" " "	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 1,286.53
2193	" " "	Public Works		\$ -
2195	Sewage	Sac Utilities	2802 Perrin	\$ 261.71
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 148.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ -
2195	" " "	Sac Utilities	3929 Karl Dr.	\$ 148.70
2195	" " "	Sac Utilities	6040 Watt	\$ -
2195	" " "	Sac Utilities	3721 Navaho Dr.	\$ -

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2026
(Bills paid in September 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>SERVICES & SUPPLIES</u>				
2197	Tele & Teleg	Comcast	Service - Shop	\$ 106.12
2197	" " "	Comcast	Service - District	\$ 279.49
2197	" " "	USBank	T-Mobile (Rec and Maint.Cell Phone)	\$ 495.60
2197	" " "	Telepacific	Service	\$ 1,154.21
			Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip,Karl Dr., Strizek, Karl&Rosario,Planehaven,Wings Way, 6040	
2198	Water	Sac Suburban	Watt,Freedom	\$ 11,754.33
2198	" " "	CA/American	Chardonnay	\$ 4,201.83
2198	" " "	CA/American	Sierra	\$ 2,427.91
2205	Auto Mtn Service	NH Tire Pros	2021 For F250 Super Duty XL	\$ 111.03
2205	" " "	USBank	Dasher Garage, QuickQuack	\$ 239.42
2205	" " "	O'Reilly	Supplies	\$ 112.11
2211	Construct. Equip. Srv.	CH Mowers	Service and Supplies	\$ 284.42
2226	Expend Tools	USBank	Amazon	\$ 34.24
2226	" " "	Home Depot	Tools	\$ 257.52
2226	" " "	Bliss Power Lawn	Repair	\$ 400.59
2236	Fuel and Lube			\$ -
2261	Office Equip Maint.	NCS	Services	\$ 863.53
2261	" " "	NCS	Two Computers	\$ 3,463.13
2261	" " "	NCS	August Monthly Service	\$ 248.00
2261	" " "	NCS	September Monthly Services	\$ 248.00
2275	Rents & Leases	Cintas	Service Lease	\$ 52.99
2275	" " "	DLL Financial	Lease	\$ 203.95
2275	" " "	Sac Valley Alarm	Services at 7916	\$ 461.25
2275	" " "	USBank	Rental Guys 392.48	\$ 391.67
2275	" " "	CIT- Avaya	Phones	\$ 418.26
2275	" " "	Sentinel Fire	7916	\$ 232.33
2275	" " "	Cintas	Service Lease	\$ 52.99
2275	" " "	Sentry Alarm	Monitoring	\$ 600.00
2281	Shop Equip Svc.	Home Depot	Supplies	\$ 48.37
2281	" " "	Home Depot	Supplies	\$ 8.59
2322	Custodial Sup	Home Depot	Janitorial Supplies	\$ 59.12
2322	" " "	Walkers Express	Janitorial Supplies	\$ 2,042.89
2332	Food	Walkers Express	Supplies	\$ 79.84
2332	" " "	Walkers Express	Supplies	\$ 254.06
			Smart&Final,PowerMart,Walmart,Raley,	
2332	" " "	USBank	Mendocino,Amazon,GroceryOutlet	\$ 854.00
2531	Legal	Kreisberg Law	AUG 2026	\$ -
2531	" " "	BKS	AUG 2026	\$ 1,215.00
2591	Other Prof Serv.	Cintas	Services	\$ 215.16
2591	" " "	CalPers	Annual Fee	\$ 110.00
2591	" " "	DOJ	Maintenance Fingerprints	\$ 64.00
2591	" " "	Fast Signs	Park Signs	\$ 426.58
2591	" " "	Knight Watch	September Services	\$ 6,360.00
			GoldenHills,OpenAI,Uber,Starlink,Signs,Stickermule, 4AllPromos,Adobe,Microsoft,CarbonHealth,Civicplus, WhenIWork,Culligan,	
2591	" " "	USBank		\$ 3,138.32

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2026
(Bills paid in September 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2591	Other Prof Serv.	DLL Financial	Property Tax - Copier	\$ 43.26
2591	" " "	DOJ	Maintenance Fingerprints	\$ 64.00
2591	" " "	Cintas	Services	\$ 215.16
2851	Recreation Service	Ford, Stacie	August pay	\$ 1,410.40
2851	" " "	USBank	Inflatable,Amazon	\$ 750.99
2852	Recreation Sup	USBank	Walmart,Target,Amazon	\$ 624.24
			(Bank Fees/Bank Analysis Fees \$82.16/Active	
2898	Other Oper Exp	NHRPD - BANK FEES	Fee \$152.70)	\$ 234.86
2898	" " "	USBank	SacCounty (parking)	\$ 1.75
TOTAL				\$ 70,231.92

FIXED ASSETS

4201	Building Improvement			\$ -
4202	Structures	Sac County - Sierra	Project 90017754/90019087	\$ 1,086.24
4202	" " "	O'Dell Engineer	Phase 6,16,17,18	\$ 21,780.93
4202	" " "	Park Planet	Planehaven Park	\$ 23,428.00
4303	Equipment			\$ -
TOTAL				\$ 46,295.17

Total District Salaries	(SEPTEMBER 2 PAY DAY)	\$ 115,125.36
Total District EDD	(SEPTEMBER 2 PAY DAY)	\$ 268.44
Total District OASDI	(SEPTEMBER 2 PAY DAY)	\$ 8,796.33
		\$ 124,190.13

DISTRICT TOTALS

\$284,500.34

9429	Building Rental			
9429	" " "			
9646	Rec Fees & Charges	Garcia, Aurora	Park refund	\$ 172.82
9646	" " "	Gomez, Desiree	Dance Refund - Cancellation	\$ 42.00
9646	" " "	Moua, Frank	Dance Refund - Cancellation	\$ 87.67
9646	" " "	Williams, Rosie	Dance Refund - Cancellation	\$ 42.00
9690	Lease Reim	C.J.U.S.D	Spinelli partial reim	\$ 1,625.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2		REVENUE REPORT - SEPTEMBER 2026						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	FACILITY RENTALS							
6	9429	Community Center	\$0.00	690.00	78.50	7,756.00	-7,756.00	
7	9429	Recreation Center	\$0.00	426.00	0.00	1,408.50	-1,408.50	
8	9429	TOTAL	\$30,000.00	1,116.00	78.50	9,164.50	20,835.50	31%
9								
10	LEASED PROPERTY							
11	9690	Strizek Lease	\$0.00	2,386.93	0.00	7,160.79	-7,160.79	
12	9690	Capehart Lease - Day Care	\$0.00	4,342.00	0.00	13,026.00	-13,026.00	
13	9690	Freedom Park Lease - Softball	\$0.00	5,750.00	0.00	17,250.00	-17,250.00	
14	9690	Sierra Creek	\$0.00	0.00	(1625.00)	4,125.00	-4,125.00	
15	9690	TOTAL	\$128,050.00	12,478.93	(1625.00)	41,561.79	86,488.21	32%
16								
17	REVENUE, OTHER							
18	9790	Antelope Little League	\$0.00	1,829.00	0.00	1,829.00	-1,829.00	
19	9790	ARPA	\$0.00	230,678.68	0.00	230,678.68	-230,678.68	
20	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	0.00	0.00	
21	9790	NH Yth Soccer Club Team Fees	\$0.00	0.00	0.00	0.00	0.00	
22	9790	CONFERENCE FEE REFUND	\$0.00	0.00	0.00	95.00	95.00	
23	9790	Prop 68 Reim	\$0.00	0.00	0.00	218,997.00	218,997.00	
24	9790	Reim - Buttes	\$0.00	0.00	0.00	150.86	150.86	
25	9790	Reim - CITI Home Depot	\$0.00	0.00	0.00	0.00	0.00	
26	9790	Reim - DLL Overpayment	\$0.00	0.00	0.00	0.00	0.00	
27	9790	Reim - CJUSD Water Fountain	\$0.00	0.00	0.00	0.00	0.00	
28	9790	Reim Graham	\$0.00	0.00	0.00	0.00	0.00	
29	9790	Reim SDFL Conference	\$0.00	0.00	0.00	0.00	0.00	
30	9790	Stale Dated Checks	\$0.00	0.00	0.00	0.00	0.00	
31	9790	USBank Incentive	\$0.00	0.00	0.00	586.71	-586.71	
32			\$1,200,000.00	232,507.68	0.00	452,337.25	747,662.75	38%
33								
34	AQUATICS							
35	9646	Swim Lesson/Family Swm	\$71,220.00	119,113.33	0.00	178,982.00	-107,762.00	
36		TOTAL	\$71,220.00	119,113.33	0.00	178,982.00	-107,762.00	251%
37								
38	DAY CARE PROGRAM							
39	9646	Dragon's Den	\$463,680.00	88,524.36	0.00	164,836.49	298,843.51	
40	9646	Dragon's Den FALL Camp	\$0.00	0.00	0.00	0.00	0.00	
41	9646	Dragon's Den OCTOBER Camp	\$5,120.00	0.00	0.00	0.00	5,120.00	
42	9646	Dragon's Den SPRING Camp	\$4,080.00	0.00	0.00	0.00	4,080.00	
43	9646	Dragon's Den SUMMER Camp	\$34,800.00	0.00	0.00	0.00	34,800.00	
44	9646	Fall Break Camp	\$3,120.00	0.00	0.00	0.00	3,120.00	
45	9646	Spring Break Camp	\$5,120.00	0.00	0.00	0.00	5,120.00	
46	9646	Summer Kids Camp	\$49,200.00	28,160.00	0.00	46,702.00	2,498.00	
47	9646	Winter Camp	\$0.00	0.00	0.00	0.00	0.00	
48		TOTAL	\$565,120.00	116,684.36	0.00	\$211,538.49	353,581.51	37%
49								
50	TODDLER PROGRAMS							
51	9646	Tot Spot 2 day session	\$0.00	0.00	0.00	0.00	0.00	
52	9646	Tot Spot 3 Day session	\$750.00	0.00	0.00	150.00	600.00	
53		TOTAL	\$750.00	\$0.00	\$0.00	\$150.00	600.00	20%
54								
55	SPECIAL EVENTS							
56	9646	Breakfast with Santa	\$800.00	0.00	0.00	0.00	800.00	
57	9646	Cupid Crew Dance	\$440.00	0.00	0.00	0.00	440.00	
58	9646	Extravaganza Vendors	\$770.00	160.00	0.00	210.00	560.00	
59	9646	Fathers Day Nerf War Meal	\$0.00	0.00	0.00	0.00	0.00	
60	9646	Fathers Day Nerf War	\$0.00	0.00	0.00	0.00	0.00	
61	9646	Forrest of Lights	\$0.00	0.00	0.00	0.00	0.00	
62	9646	Mothers Day KickBall	\$0.00	0.00	0.00	0.00	0.00	
63	9646	Pickleball and Pals	\$160.00	0.00	0.00	0.00	160.00	
64		TOTAL	\$2,170.00	160.00	0.00	210.00	1,960.00	10%
65								
66	CONTRACT CLASSES							
67	9646	Basketball Camp - Summer	\$0.00	0.00	0.00	0.00	0.00	
68	9646	Counseling Services - TEEN	\$0.00	0.00	0.00	0.00	0.00	
69	9646	Gotbuckets	\$0.00	0.00	0.00	0.00	0.00	
70	9646	Youth/Teen Dance	\$15,120.00	3,838.00	(171.67)	5,938.33	9,181.67	
71		TOTAL	\$15,120.00	3,838.00	(171.67)	5,938.33	9,181.67	39%
72								
73	TEENS							
74	9646	3x3BBall Summer	\$0.00	0.00	0.00	0.00	0.00	
75	9646	Teen Nights	\$512.00	0.00	0.00	0.00	512.00	
76	9646	Teen Volleyball Skills & Drills	\$880.00	0.00	0.00	0.00	880.00	
77		TOTAL	\$1,392.00	0.00	0.00	0.00	1,392.00	0%
78								

	A	B	C	D	E	F	G	H
79	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
80	GYM/PARK RENTALS							
81	9646	Gym Rental-Capehart/R.P.	\$29,450.00	2,217.50	0.00	24,157.50	5,292.50	
82	9646	Field Rental	\$8,000.00	0.00	0.00	800.00	7,200.00	
83	9646	Park Rentals	\$10,000.00	990.00	(172.82)	3,425.09	6,574.91	
84		TOTAL	\$47,450.00	3,207.50	(172.82)	28,382.59	19,067.41	60%
85								
86	YOUTH PROGRAMS							
87	9646	2nd-3rd Bball -Winter	\$2,808.00	0.00	0.00	0.00	2,808.00	
88	9646	4th-5th Bball -Winter	\$2,340.00	0.00	0.00	0.00	2,340.00	
89	9646	6th-7th Bball -Winter	\$2,340.00	0.00	0.00	0.00	2,340.00	
90	9646	7-8 year Bball - Summer	\$0.00	0.00	0.00	0.00	0.00	
91	9646	9-11 year Bball - Summer	\$0.00	0.00	0.00	0.00	0.00	
92	9646	Cheer	\$672.00	0.00	0.00	0.00	672.00	
93	9646	DodgeBall	\$696.00	0.00	0.00	0.00	696.00	
94	9646	Flag Football	\$870.00	580.00	0.00	580.00	290.00	
95	9646	Hobby Hop Workshop (quarterly)	\$1,000.00	500.00	0.00	550.00	450.00	
96	9646	PW Basketball	\$770.00	0.00	0.00	0.00	770.00	
97	9646	PW Sports	\$1,368.00	532.00	0.00	1,026.00	342.00	
98	9646	Workshop (Misc.)	\$0.00	0.00	0.00	0.00	0.00	
99	9646	Youth/Teen Cooking	\$6,000.00	1,675.00	0.00	2,400.00	3,600.00	
100		TOTAL	\$18,864.00	3,287.00	0.00	4,556.00	14,308.00	24%
101								
102	ADULT SPORTS							
103	9646	Basketball Leagues	\$880.00	0.00	0.00	0.00	880.00	
104	9646	Per Player Sports League	\$520.00	0.00	0.00	0.00	520.00	
105	9646	Pickle Ball	\$50.00	0.00	0.00	0.00	50.00	
106	9646	Volleyball	\$3,040.00	760.00	0.00	950.00	2,090.00	
107		TOTAL	\$4,490.00	760.00	0.00	950.00	3,540.00	21%
108								
109	SENIORS							
110	9646	Field Trips	\$1,085.00	70.00	0.00	610.00	475.00	
111		TOTAL	\$1,085.00	\$70.00	\$0.00	\$610.00	475.00	56%
112								
113	TAXES							
114	9101	Prop Tax - Secured	\$1,971,163.00	0.00	0.00	0.00	1,971,163.00	
115	9102	Prop Tax - Unsec	\$76,598.00	0.00	0.00	0.00	76,598.00	
116	9103	Supp Prop Tax	\$26,912.00	0.00	0.00	0.00	26,912.00	
117	9104	Prop Tax Sec Delinquent	\$28,572.00	0.00	0.00	0.00	28,572.00	
118	9105	Prop Tax Supp Delinquent	\$5,687.00	0.00	0.00	0.00	5,687.00	
119	9106	Prop tax Unitary	\$16,035.00	0.00	0.00	0.00	16,035.00	
120	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
121	9130	Prop Tax - Prior Unsec	\$0.00	0.00	0.00	0.00	0.00	
122	9140	Prop Tax - Pently	\$44.00	0.00	0.00	0.00	44.00	
123	9196	RDA Residual	\$25,000.00	0.00	0.00	0.00	25,000.00	
124	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
125		TOTAL	\$2,150,011.00	0.00	0.00	0.00	2,150,011.00	0%
126								
127	INTEREST INCOME							
128	9410	Interest Income	\$80,000.00	0.00	0.00	0.00	80,000.00	
129		TOTAL	\$80,000.00	0.00	0.00	0.00	80,000.00	0%
130								
131	9522	Homeowner Prop Tax	\$10,781.00	0.00	0.00	0.00	10,781.00	
132		TOTAL	\$10,781.00	0.00	0.00	0.00	10,781.00	0%
133								
134	IN LIEU TAX							
135	9529	In Lieu Tax	\$500,000.00	1,086.24	0.00	2,521.74	497,478.26	
136		TOTAL	\$500,000.00	1,086.24	0.00	2,521.74	497,478.26	0%
137								
138	MISC. Revenue							
139	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
140		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
141								
142	AID TO LOCAL GOVERNMENT							
143	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
144		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
145								
146	REDEVELOPMENT FUNDS							
147	9533	Redevelopment Passthru	\$12,000.00	0.00	0.00	0.00	12,000.00	
148		TOTAL	\$12,000.00	0.00	0.00	0.00	12,000.00	0%
149								
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	A	B	C	D	E	F	G	H
157	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
158	9429	Building Rental	\$30,000	1,116.00	78.50	9,164.50	20,835.50	31%
159	9646	Rec Fees & Charges	\$728,461	247,120.19	-344.49	431,317.41	297,143.59	59%
160	9100	Taxes	\$2,150,011	0.00	0.00	0.00	2,150,011.00	0%
161	9410	Interest Income	\$80,000	0.00	0.00	0.00	80,000.00	0%
162	9522	Homeowner Prop Tax	\$10,781	0.00	0.00	0.00	10,781.00	0%
163	9529	In Lieu Tax	\$500,000	1,086.24	0.00	2,521.74	497,478.26	0%
164	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
165	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
166	9533	Redevelopmnet Funds	\$12,000	0.00	0.00	0.00	12,000.00	0%
167	9690	Lease Property	\$128,050	12,478.93	(1625.00)	41,561.79	86,488.21	32%
168	9790	Revenue Other	\$1,200,000	232,507.68	0.00	452,337.25	747,662.75	38%
169		TOTAL	\$4,839,303	494,309.04	-1,890.99	936,902.69	3,902,400.31	19%
170								
171		GENERAL RESERVED FUND	\$0					
172		CARRY OVER	\$824,332	0.00	0.00	0.00	0.00	0%
173								
174		TOTAL BUDGET	\$5,663,635	494,309.04	-1,890.99	\$936,903	4,726,732.31	17%
175								
176		Scholarship		0.00				
177		Donations/Sponsorship		780.00				
178		Field Deposit		0.00				
179		Bldg Deposit		500.00				
180		Bldg Guards		0.00				
181				1280.00				
182								
183								
184		Total Revenue		495,589.04				
185								
186		Scholarship	\$0.00	0.00	0.00	12,188.50	-12,188.50	
187		Donations/Sponsorship	\$0.00	780.00	(140.63)	8,658.77	-8,658.77	
188		055000000	\$0.00	500.00	(12587.26)	24,071.43	-24,071.43	
189		Contingency	\$241,966.00	0.00	0.00	0.00	241,966.00	
190		Park Dedication Acct 088L	\$0.00	0.00	0.00	986,608.44	-986,608.44	
191		Park Fees 346I	\$0.00	32,477.76	123119.94	4,012,818.85	-4,012,818.85	
192		District Reserve Acct	\$0.00	0.00	0.00	2,160,216.00	-2,160,216.00	

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - SEPTEMBER 2026						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator-Scott	174,193	13,433.28	40,299.84	133,893.16	23%
8	1110	Administrative Srv. Mngr.	107,232	8,251.70	24,755.10	82,476.90	23%
9	1110	Administrative Srv. Coord	72,252	0.00	0.00	72,252.00	0%
10	1122	Board of Directors	10,332	486.20	1,227.12	9,104.88	12%
11		Sub-Total	364,009	22,171.18	66,282.06	297,726.94	18%
12	1210	Retirement	22,514	4,317.79	7,787.39	14,726.61	35%
13	1220	OASDI	27,847	1,696.08	5,070.59	22,776.41	18%
14	1230	Insurance	31,987	1,781.20	5,343.60	26,643.40	17%
15	1240	Worker's Comp.	3,589	835.25	1,670.50	1,918.50	47%
16	1250	Unemployment	735	0.00	0.00	735.00	0%
17		Sub-Total	86,672	8,630.32	19,872.08	66,799.92	23%
18		TOTAL	450,680	30,801.50	86,154.14	364,527.86	19%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	1,000	0.00	560.95	439.05	56%
22	2022	Bks/Subs	200	0.00	0.00	200.00	0%
23	2029	Bus Conf Exp	10,000	0.00	0.00	10,000.00	0%
24	2035	Educ/Trng	5,000	0.00	0.00	5,000.00	0%
25	2039	Empl Trans	1,000	65.51	186.90	813.10	19%
26	2051	Insurance	160,973	0.00	80,486.50	80,486.50	50%
27	2061	Memberships	17,900	0.00	5,200.00	12,700.00	29%
28	2076	Office Sups	12,000	354.80	1,271.56	10,728.44	11%
29	2081	Postage	900	0.00	0.00	900.00	0%
30	2085	Printing	1,500	0.00	26.94	1,473.06	2%
31	2197	Tele & Teleg	18,000	324.11	4,035.75	13,964.25	22%
32	2261	Office Equip Mtnc	13,868	4,822.66	6,266.44	7,601.56	45%
33	2275	Rents & Leases	13,000	622.21	3,423.74	9,576.26	26%
34	2332	Food Sups	2,500	348.90	575.47	1,924.53	23%
35	2444	Medical Supplies	500	0.00	0.00	500.00	0%
36	2505	Actg Svcs	60,000	-270.00	0.00	60,000.00	0%
37	2531	Legal Svcs	20,000	1,485.00	3,118.00	16,882.00	16%
38	2591	Other Prof Svcs	16,500	686.35	2,435.29	14,064.71	15%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	35,000	0.00	0.00	35,000.00	0%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	6,600	236.61	1,972.82	4,627.18	30%
43		TOTAL	396,441	8,676.15	109,560.36	286,880.64	28%
44							
45							
46	4202	Struct & Imp	700,000	46,295.17	203,966.85	496,033.15	29%
47	4303	Office Equipment	0	0.00	0.00	0	0%
48		TOTAL	700,000	46,295.17	203,966.85	496,033.15	29%
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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	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent- Rachel	120,540	577.30	2,844.25	117,695.75	2%
62	1110	Supervisor-Kayla	107,194	9,275.40	27,826.20	79,367.80	26%
63	1110	Rec Coordinator - Kelly	65,316	5,027.40	15,082.20	50,233.80	23%
64	1110	Rec. Coordinator - Amaya	59,518	4,564.00	13,692.00	45,826.00	23%
65	1122	Part Time	502,229	<u>27,502.41</u>	<u>135,289.22</u>	<u>366,939.78</u>	0%
66		Sub-Total	<u>854,797</u>	<u>46,946.51</u>	<u>194,733.87</u>	<u>660,063.13</u>	23%
67	1210	Retirement	28,205	4,710.84	8,483.34	19,721.66	30%
68	1220	OASDI	65,392	3,604.40	15,249.11	50,142.89	23%
69	1230	Insurance	34,296	2,729.53	8,753.74	25,542.26	26%
70	1240	Worker's Comp	12,519	3,006.95	6,013.90	6,505.10	48%
71	1250	Unemployment	<u>17,757</u>	<u>179.61</u>	<u>1,511.03</u>	<u>16,245.97</u>	9%
72		Sub-Total	<u>158,170</u>	<u>14,231.33</u>	<u>40,011.12</u>	<u>118,158.88</u>	25%
73		TOTAL	1,012,967	61,177.84	234,744.99	778,222.01	23%
74							
75	SERVICES & SUPPLIES						
76	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
77	2022	Books/Subs	0	0.00	0.00	0.00	0%
78	2029	Business/Conf Exp	6,000	225.00	225.00	5,775.00	4%
79	2035	Educ/Trng	1,500	0.00	336.00	1,164.00	22%
80	2039	Empl Trans	3,000	108.98	596.15	2,403.85	20%
81	2061	Memberships	750	165.00	165.00	585.00	22%
82	2065	Film Svcs	0	0.00	0.00	0.00	0%
83	2076	Office Sups	2,500	0.00	29.68	2,470.32	1%
84	2081	Postage	27,000	0.00	6,697.26	20,302.74	25%
85	2085	Printing	4,000	0.00	682.36	3,317.64	17%
86	2197	Tele & Teleg	2,500	166.18	664.72	1,835.28	27%
87	2261	Office Equip Mtnc	10,000	0.00	949.53	9,050.47	9%
88	2314	Clothing	7,500	0.00	0.00	7,500.00	0%
89	2332	Food	13,500	839.00	1,931.29	11,568.71	14%
90	2444	Med Sups	3,500	0.00	1,025.78	2,474.22	29%
91	2591	Other Prof Svcs	14,000	1,287.34	3,612.30	10,387.70	26%
92	2851	Rec Svcs	40,000	2,161.39	8,608.04	31,391.96	22%
93	2852	Rec Sups	23,000	624.24	3,853.53	19,146.47	17%
94	2871	Transportation	4,000	0.00	1,110.39	2,889.61	28%
95	2898	Other Oper Exp	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0%
96			162,750	5,577.13	30,487.03	132,262.97	19%
97							
98	4202	Struct & Imp	<u>55,142</u>	<u>0.00</u>	<u>0.00</u>	<u>55,142.00</u>	0%
99			55,142	0.00	0.00	55,142.00	0%
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115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Kevin	114,816	8,835.08	26,505.24	88,310.76	23%
119	1110	Supervisor - Sergio	95,388	7,340.62	22,021.86	73,366.14	23%
120	1110	Mtnc Worker II - Barry	66,960	5,153.86	15,461.58	51,498.42	23%
121	1110	Mtnc Worker II - Larry	66,960	5,153.86	15,461.58	51,498.42	23%
122	1110	Mtnc Wkr-Rodney	16,852	0.00	0.00	16,852.00	0%
123	1110	Mtnc Wkr-Simmons	62,268	4,820.62	14,461.86	47,806.14	23%
124	1110	Mtnc Wkr-Charles	56,844	4,375.70	13,127.10	43,716.90	23%
125	1110	Mtnc Wkr-Brandon/Isaiah	51,600	2,006.16	7,486.28	44,113.72	15%
126	1110	Mtnc Wkr-Christopher	59,664	4,137.26	7,591.97	52,072.03	13%
127	1122	PT Maintenance Wkr	33,280	0.00	0.00	33,280.00	0%
128	1122	Lead Facilities Monitor/Custodian	0	0.00	0.00	0.00	0%
129	1122	Weekday & Weekend Bldg Monitor	49,400	4,184.51	13,503.90	35,896.10	27%
130		Sub-Total	674,033	\$ 46,007.67	135,621.37	538,411.63	20%
131	1210	Retirement	47,308	7,126.34	12,802.85	34,505.15	27%
132	1220	OASDI	51,564	3,495.85	9,957.56	41,606.44	19%
133	1230	Insurance	112,265	7,247.44	21,521.40	90,743.60	19%
134	1240	Worker's Comp.	65,213	12,027.78	24,055.56	41,157.44	37%
135	1250	Unemployment	2,695	88.83	144.10	2,550.90	5%
136		Sub-Total	279,045	29,986.24	68,481.47	210,563.53	25%
137		TOTAL	953,077	75,993.91	204,102.84	748,974.16	21%
138	SERVICES & SUPPLIES						
139	2029	Bus & Conf. Exp.	3,000	0.00	0.00	3,000.00	0%
140	2035	Educ/Trng	5,000	1,206.00	1,206.00	3,794.00	24%
141	2039	Empl Trans	250	0.00	0.00	250.00	0%
142	2061	Memberships	150	0.00	0.00	150.00	0%
143	2076	Office Sups	1,300	494.29	494.29	805.71	38%
144	2104	Agri/Hort	5,000	0.00	0.00	5,000.00	0%
145	2111	Bldg Mtns Svc	4,000	453.75	453.75	3,546.25	11%
146	2112	Bldg Mtns Sups	13,000	308.93	6,548.04	6,451.96	50%
147	2122	Chem Sups	4,500	92.46	2,071.23	2,428.77	46%
148	2131	Elec Sys SVC	5,000	5,572.50	5,756.50	-756.50	115%
149	2132	Elec Sys Sup	4,000	0.00	0.00	4,000.00	0%
150	2142	Land Imp Sup	30,000	3,277.64	8,084.44	21,915.56	27%
151	2162	Paint Sups	1,500	0.00	0.00	1,500.00	0%
152	2168	Plumbing Sups	10,000	257.10	2,604.96	7,395.04	26%
153	2191	Electricity	65,000	7,438.93	20,668.09	44,331.91	32%
154	2192	Natural Gas	7,000	118.15	258.50	6,741.50	4%
155	2193	Refuse	25,000	2,573.06	3,859.59	21,140.41	15%
156	2195	Sewage	7,000	559.11	2,519.49	4,480.51	36%
157	2197	Tele/Teleg	4,000	435.69	1,941.37	2,058.63	49%
158	2198	Water	125,000	18,384.07	57,415.68	67,584.32	46%
159	2205	Auto Mtns Svc	10,000	462.56	3,104.24	6,895.76	31%
160	2211	Constr Equip Svc	6,000	284.42	798.34	5,201.66	13%
161	2226	Expend Tools	6,000	692.35	1,652.02	4,347.98	28%
162	2236	Fuels & Lubes	10,000	0.00	1,001.50	8,998.50	10%
163	2275	Rents & Leases	17,000	1,791.23	2,766.38	14,233.62	16%
164	2281	Shop Equip Svc	2,000	56.96	514.65	1,485.35	26%
165	2292	Other Equip	25,000	0.00	3,369.34	21,630.66	13%
166	2314	Clothing	6,000	0.00	975.69	5,024.31	16%
167	2322	Cust Sup	22,500	2,102.01	4,543.59	17,956.41	20%
168	2444	Medical Sup	300	0.00	0.00	300.00	0%
169	2591	Other Prof Svc	150,000	8,662.79	35,977.42	114,022.58	24%
170		TOTAL	574,500	55,224.00	168,585.10	405,914.90	29%
171							

	A	B	C	D	E	F	G
172	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
173	FIXED ASSETS						
174	4201	Building Improvement	463,135	0.00	4,465.76	458,669.24	1%
175	4202	Structures & Imp	40,000	0.00	29,095.00	10,905.00	73%
176	4303	Other Equip	130,000	0.00	72,513.59	57,486.41	56%
177			633,135	0.00	106,074.35	527,061	17%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231	SALARIES & BENEFITS						
232	1110	FULL TIME SALARIES	1,297,597	78,814.98	246,617.06	1,050,979.94	19%
233	1122	PART TIME SALARIES	595,241	32,173.12	150,020.24	445,220.76	25%
234	1210	RETIREMENT	98,027	16,154.97	29,073.58	68,953.42	30%
235	1220	OASDI	144,803	8,796.33	30,277.26	114,525.74	21%
236	1230	INSURANCE	178,547	11,758.17	35,618.74	142,928.26	20%
237	1240	WORKER'S COMP	81,320	15,869.98	31,739.96	49,580.04	39%
238	1250	UNEMPLOYMENT	21,186	268.44	1,655.13	19,530.87	8%
239	1000	SALARIES/BENEFITS	2,416,724	167,973.25	525,001.97	1,891,722.03	22%
240							
241	SERVICES & SUPPLIES						
242	2005	AD/LEGAL NOTICE	1,000	0.00	560.95	439.05	56%
243	2022	BOOKS/SUBS	200	0.00	0.00	200.00	0%
244	2029	BUS/CONF EXP	19,000	225.00	225.00	18,775.00	0%
245	2035	EDUC/TRNG	11,500	1,206.00	1,542.00	9,958.00	13%
246	2039	EMPLOY TRANS	4,250	108.98	783.05	3,466.95	0%
247	2051	INSURANCE	160,973	0.00	80,486.50	80,486.50	50%
248	2061	MEMBERSHIPS	18,800	165.00	5,365.00	13,435.00	29%
249	2076	OFFICE SUPS	15,800	849.09	1,795.53	14,004.47	11%
250	2081	POSTAGE	27,900	0.00	6,697.26	21,202.74	24%
251	2085	PRINTING	5,500	0.00	709.30	4,790.70	13%
252	2104	AGRI/HORT	5,000	0.00	0.00	5,000.00	0%
253	2111	BLDG MTNC SVC	4,000	453.75	453.75	3,546.25	11%
254	2112	BLDG MTNC SUP	13,000	308.93	6,548.04	6,451.96	50%
255	2122	CHEM SUPS	4,500	92.46	2,071.23	2,428.77	46%
256	2131	ELEC MTNC SVC	5,000	5,572.50	5,756.50	-756.50	115%
257	2132	ELEC MTNC SUP	4,000	0.00	0.00	4,000.00	0%
258	2142	LAND IMP SUP	30,000	3,277.64	8,084.44	21,915.56	27%
259	2162	PAINTING SUPS	1,500	0.00	0.00	1,500.00	0%
260	2168	PLUMBING SUPS	10,000	257.10	2,604.96	7,395.04	26%
261	2191	ELECTRICITY	65,000	7,438.93	20,668.09	44,331.91	32%
262	2192	NATURAL GAS	7,000	118.15	258.50	6,741.50	4%
263	2193	REFUSE	25,000	2,573.06	3,859.59	21,140.41	15%
264	2195	SEWAGE	7,000	559.11	2,519.49	4,480.51	36%
265	2197	TELE/TELEG	24,500	925.98	6,641.84	17,858.16	27%
266	2198	WATER	125,000	18,384.07	57,415.68	67,584.32	46%
267	2205	AUTO MTNC SVC	10,000	462.56	3,104.24	6,895.76	31%
268	2211	CONSTR EQUIP SVC	6,000	284.42	798.34	5,201.66	13%
269	2226	EXPEND TOOLS	6,000	692.35	1,652.02	4,347.98	28%
270	2236	FUELS / LUBES	10,000	0.00	1,001.50	8,998.50	10%
271	2261	OFF EQUIP MTNC	23,868	4,822.66	7,215.97	16,652.03	30%
272	2275	RENTS/LEASES	30,000	2,413.44	6,190.12	23,809.88	21%
273	2281	SHOP EQUIP SVCS	2,000	56.96	514.65	1,485.35	26%
274	2292	OTHER EQUIP SUPS	25,000	0.00	3,369.34	21,630.66	13%
275	2314	CLOTHING	13,500	0.00	975.69	12,524.31	7%
276	2322	CUST SUP	22,500	2,102.01	4,543.59	17,956.41	20%
277	2332	FOOD SUPS	16,000	1,187.90	2,506.76	13,493.24	16%
278	2444	MED SUPS	4,300	0.00	1,025.78	3,274.22	24%
279	2505	ACCOUNT SVC	60,000	-270.00	0.00	60,000.00	0%
280	2531	LEGAL SVC	20,000	4,822.66	3,118.00	16,882.00	16%
281	2591	OTHER PROF SVCS	180,500	909.49	42,025.01	138,474.99	23%
282	2813	SALES TAX ADJUST.	0	348.90	0.00	0.00	0%
283	2819	REGISTRATION SVC	35,000	0.00	0.00	35,000.00	0%
284	2851	RECREATION SVC	40,000	2,161.39	8,608.04	31,391.96	22%
285							

	A	B	C	D	E	F	G
286	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
287	2852	RECREATION SUP	23,000	624.24	3,853.53	19,146.47	17%
288	2871	TRANSPORTATION	4,000	0.00	1,110.39	2,889.61	28%
289	2880	PY EXPEND	0	0.00	0.00	0.00	0%
290	2898	OTHER OPER EXP	6,600	236.61	1,972.82	4,627.18	30%
291	2000	SERVICES/SUPPLIES	1,133,691	69,477.28	308,632.49	825,058.51	27%
292							
293	FIXED ASSETS						
294	4201	Building IIM	463,135	0.00	4,465.76	458,669.24	0%
295	4202	STRUCT & IMP	795,142	46,295.17	233,061.85	562,080.15	0%
296	4303	EQUIPMENT	130,000	0.00	72,513.59	57,486.41	0%
297	4000	FIXED ASSETS	1,388,277	46,295.17	310,041.20	1,078,236	0%
298							
299							
300	1000	SALARIES & BENE	2,416,724	167,973.25	525,001.97	1,891,722.03	22%
301							
302	2000	SERVICES & SUPP	1,133,691	69,477.28	308,632.49	825,058.51	27%
303							
304	4000	FIXED ASSETS	1,388,277	46,295.17	310,041.20	1,078,236	22%
305							
306		CONTINGENCY	241,966	0.00	48,000.00	193,966.00	20%
307							
308		RESERVE	482,977	0.00	0.00	0.00	0%
309							
310							
311		TOTAL	5,663,635	283,745.70	1,191,675.66	3,988,982	21%
312							
313							
314							
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317							
318							
319							
320							
321							

NORTH HIGHLANDS RECREATION & PARK DISTRICT
CFD BILLING REPORT OCTOBER 2026
(Bills paid in September 2026)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
<u>BENEFITS</u>					
1210	Retirement	VOYA	Sep-26	\$	385.65
1210	" " "	VOYA	Oct-26	\$	576.87
1230	Insurance	CALIFORNIA CHOICE	Oct-26	\$	1,287.58
1230	" " "	COPOWER	Oct-26	\$	85.50
1240	Workers' Comp	CAPRI	2nd Quarter	\$	835.27
	Total				3,170.87
<u>SERVICES & SUPPLIES</u>					
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$	43.64
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$	43.49
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$	100.00
2193	" " "	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$	100.00
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$	159.90
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$	103.19
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$	-
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$	954.56
2236	Fuel & Lube	C.J.U.S.D.	April 1st - June 30th 2026	\$	-
	TOTAL			\$	1,504.78
<u>FIXED ASSETS</u>					
4201	Building Improvement			\$	-
4202	Structures			\$	-
4303	Equipment			\$	-
	TOTAL			\$	-
Total District Salaries				(SEPTEMBER 2 PAY DAY)	\$ 4,820.62
Total District EDD				(SEPTEMBER 2 PAY DAY)	\$ -
Total District OASDI				(SEPTEMBER 2 PAY DAY)	\$ 368.77
					\$ 5,189.39
DISTRICT TOTALS					\$9,865.04

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 - SEPTEMBER 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	\$3,500.00	0.00	0.00	0.00	3,500.00	
20		TOTAL	\$3,500.00	0.00	0.00	0.00	3,500.00	0%
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	\$144,272.00	0.00	0.00	0.00	144,272.00	
52		TOTAL	\$144,272.00	0.00	0.00	0.00	144,272.00	0%
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	\$3,500	0.00	0.00	0.00	3,500.00	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	\$144,272	0.00	0.00	0.00	144,272.00	0%
66								
67		TOTAL	\$147,772	0.00	0.00	0.00	147,772.00	0%
68								
69		GENERAL RESERVED FUND	\$0	0.00	0.00	0.00	0.00	0%
70		CARRY OVER	\$44,631.00					
71								
72		TOTAL BUDGET	\$192,403	0.00	0.00	\$0	192,403.00	0%
73								
74		Contingency	\$7,399.00	0.00	0.00	0.00	7,399.00	
75								
76								

	A	B	C	D	E	F	G
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT - SEPTEMBER 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	0.00	2,500.00	0%
9	2591	Other Prof Svcs	10,632	0.00	0.00	10,632.00	0%
10		TOTAL	13,332	0.00	200.00	13,132.00	2%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	MAINTENANCE						
60	SALARIES & BENEFITS						
61	1110	Mtnc Wkr-	45,557	4,820.62	14,461.86	31,095.14	32%
62	1122	PT Wkr-Seasonal	10,000	0.00	0.00	10,000.00	0%
63		Sub-Total	55,557	\$ 4,820.62	14,461.86	41,095.14	26%
64	1210	Retirement	3,645	962.52	1,733.82	1,911.18	48%
65	1220	OASDI	4,250	368.77	1,106.33	3,143.67	26%
66	1230	Insurance	12,049	1,373.08	4,119.24	7,929.76	34%
67	1240	Worker's Comp.	4,375	835.27	1,670.54	2,704.46	38%
68	1250	Unemployment	490	0.00	0.00	490.00	0%
69		Sub-Total	24,810	3,539.64	8,629.93	16,180.07	35%
70		TOTAL	80,366	8,360.26	23,091.79	57,274.21	29%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	3,000	0.00	0.00	3,000.00	0%
73	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	2,000	0.00	0.00	2,000.00	0%
76	2191	Electricity	1,000	87.13	261.11	738.89	26%
77	2193	Refuse	1,000	200.00	300.00	700.00	30%
78	2198	Water	50,000	1,217.65	6,555.73	43,444.27	13%
79	2205	Auto Mtnc Svc	700	0.00	0.00	700.00	0%
80	2211	Constr Equip. Svc	100	0.00	0.00	100.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	0.00	500.00	1,500.00	25%
83	2275	Rents & Leases	0	0.00	0.00	0.00	0%
84	2281	Shop Equip Serv.	0	0.00	0.00	0.00	0%
85	2292	Other Equip Sups	2,000	0.00	0.00	2,000.00	0%
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	65,950	1,504.78	7,616.84	58,333.16	12%
90							
91							
92	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
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	45,557	4,820.62	14,461.86	31,095.14	32%
117	1122	PART TIME SALARIES	10,000	0.00	0.00	10,000.00	0%
118	1210	RETIREMENT	3,645	962.52	1,733.82	1,911.18	48%
119	1220	OASDI	4,250	368.77	1,106.33	3,143.67	26%
120	1230	INSURANCE	12,049	1,373.08	4,119.24	7,929.76	34%
121	1240	WORKER'S COMP	4,375	835.27	1,670.54	2,704.46	38%
122	1250	UNEMPLOYMENT	490	0.00	0.00	490.00	0%
123	1000	SALARIES/BENEFITS	80,366	8,360.26	23,091.79	57,274.21	29%
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	0.00	3,000.00	0%
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	0.00	2,000.00	0%
131	2191	ELECTRICITY	1,000	87.13	261.11	738.89	26%
132	2193	REFUSE	1,000	200.00	300.00	700.00	30%
133	2198	WATER	50,000	1,217.65	6,555.73	43,444.27	13%
134	2205	Auto Mtnc Svc	700	0.00	0.00	700.00	0%
135	2211	Constr Equip. Svc	100	0.00	0.00	100.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	0.00	500.00	1,500.00	25%
138	2275	Rents & Leases	0	0.00	0.00	0.00	0%
139	2281	Shop Equip Serv.	0	0.00	0.00	0.00	0%
140	2292	Other Equip Sups	2,000	0.00	0.00	2,000.00	0%
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	0.00	2,500.00	0%
144	2591	OTHER PROF SVCS	13,632	0.00	0.00	13,632.00	0%
145	2000	SERVICES/SUPPLIES	79,282	1,504.78	7,816.84	71,465.16	10%
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	80,366	8,360.26	23,091.79	57,274.21	29%
155							
156	2000	SERVICES & SUPP	79,282	1,504.78	7,816.84	71,465.16	10%
157							
158	4000	FIXED ASSETS	4,000	0.00	0.00	4,000.00	0%
159							
160		CONTINGENCY	7,399	0.00	0.00	7,399.00	0%
161			0				
162		RESERVE	21,356	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	192,403	9,865.04	30,908.63	140,138	16%
166							
167							
168							
169							



Sierra Creek Park - Progress Update

DATE: September 28, 2026

TO: Scott Graham, Administrator NHRPD

PREPARED BY: Karen Folsom, Westwood PS

Project Summary to date:

Below is a brief summary of the progress achieved since the last Board Summary provide for September 2026.

GENERAL

The park project documents prepared for contractor bidding have been issued to the builder's exchanges and are available on the District's website. Contractor questions are being answered by the District and Westwood through the Addendum process during this phase.

SACRAMENTO COUNTY PERMITTING PROGRESS:

The plans are not fully approved by the County, and the contractor will be required to continue working with the County for all permits, with Westwood's assistance.

Park Site Improvement Plan Approval:

The Sacramento Metro Fire agency initial review of the project has occurred and their comments have been received. We expect to receive the results of their review by October 9th.

Watt Avenue Site Improvement Plans

The Site Improvement Plans for the Watt Avenue improvements have been reviewed and approved with the conditions of Cal American Water and Sac Metro Fire approvals. The plans have been submitted to Cal American Water.

County Building Dept Resubmittal

Westwood has prepared a package for the Building Department Permitting review and approval that includes the restroom building, bridge, power and lighting and shade structures. The contractor awarded the project will process this submittal.

NEXT STEPS:

Bid Phase start:	9/3/2026
Bid Opening:	10/15/2026
Board Meeting	11/12/2026

North Highlands Recreation and Park District

Board Agenda

To: Joanna McVay, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: October 8, 2026

Subject: Sacramento Suburban Water District (SSWD) Request for Easement

The following information was provided by Mitch Jackson, Senior Project Manager with Sacramento Suburban Water District. SSWD is seeking an easement from NHRPD for access to water facilities near Freedom Park.

A Brief Summary of SSWD's McClellan Business Park Easement Project:

Since **2017**, Sacramento Suburban Water District (SSWD) has been working to obtain easements for its water facilities at the former McClellan Air Force Base. This time consuming and expensive project is nearing completion. The following provides summary background information for your use. If any additional information is necessary, please feel free to contact us.

Background Summary

- In **2001**, McClellan Air Force Base was closed, and became McClellan Business Park (MBP), managed by McClellan Business Park, LLC (MBP LLC).
- In **2002**, SSWD took over management and operation of the water distribution system at MBP.
- The Air Force's water system was largely not well documented.
- A comprehensive record of the water system was needed for SSWD's Geographic Information System (GIS).
- To do this, SSWD developed data necessary to identify parcels, roadways, various boundaries, etc., through records research, as-built reviews, and field surveying.
- Then, SSWD's GIS system could be updated.

In **2024**, surveyors working for SSWD and surveyors working for MBP LLC collaborated and completed the surveying necessary to support writing Grants of Easement (GOEs), to include plats and legal descriptions, for the 234 parcels containing SSWD water facilities which form a total of 121 GOE on MBP.

In **2026**, the project has reached the final stage – execution of GOE and recording with the Sacramento County Assessor.

- 102 of the 121 GOEs have been executed by MBP LLC, accepted by SSWD, and recorded with Sacramento County.
- Of the remaining 19 GOE, five (5) have been executed by other owners, accepted by SSWD, and recorded with Sacramento County.
- Of the remaining 14 GOE, North Highlands Park & Recreation District is one of the property owners.

Discussion

Sacramento Suburban Water District (SSWD) is requesting that the District grant a permanent easement for existing water facilities located on District-owned property adjacent to Freedom Park. The easement encompasses approximately 19,297 square feet (0.443 acres) and would formalize SSWD's ability to access, operate, maintain, repair and replace its existing water infrastructure.

District legal counsel has reviewed the proposed Grant of Easement and identified no significant legal objections. As part of that review, the question of financial compensation to NHRPD for granting the easement was raised. Staff previously discussed this matter with SSWD, and no financial compensation is being offered. SSWD indicated that it originally installed the water infrastructure and that access to the easement area would occur only as needed for operation, maintenance or repair of the existing system.

The easement does not transfer ownership of the property to SSWD but does establish a permanent right of access and certain restrictions within the easement area. Staff does not anticipate that the easement will materially interfere with the District's current use or operation of Freedom Park.

Recommendation

Staff recommends approval of the Grant of Easement and authorization for the District Administrator to execute the necessary documents on behalf of the District.

Recording Requested By, And When
Recorded, Please Mail Document To:

SACRAMENTO SUBURBAN WATER DISTRICT
Attn: General Manager
3701 MARCONI AVENUE, SUITE 100
SACRAMENTO, CA 95821

Official Document, Exempt from Recording
Fees Pursuant to Gov't Code §§ 6103 & 27383

No Document Transfer Tax
Per R&T Code § 11922

Assessor's Parcel No(s): 215-0300-101

-- This Space for Recorder's Use Only --

GRANT OF EASEMENT AND RIGHT OF WAY

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **NORTH HIGHLANDS RECREATION AND PARK DISTRICT**, Grantor, hereby grants to **Sacramento Suburban Water District**, a political subdivision of the State of California, Grantee, a permanent easement and right of way, including the perpetual right to enter upon the real property described below at any time that Grantee may deem necessary, to locate, construct, install, operate, maintain, repair, modify, replace and remove underground pipelines, water mains and all necessary below- and above-ground appurtenances for the purpose of conveying water over, across, through, and under the lands hereinafter described, together with the right to excavate and refill ditches or trenches for the location of said pipelines, water mains and appurtenances, and the further right to remove trees, bushes, undergrowth, ground covering, pavement, and any other obstructions interfering with the location, construction, installation, operation, maintenance, repair, modification, replacement and removal of said pipelines, water mains and appurtenances.

Use Restrictions, Notices and Disclosures which "run with land". Grantee acknowledges and agrees that Property (which includes the Easement Area) is encumbered by all of the terms, conditions, notices, warranties, disclosures and matters set forth in those certain (i) Quitclaim Deed, dated December 19, 2012, recorded on January 17, 2013, at Book 20130117, Page 0014, in the Official Records of Sacramento County, as amended ("**USAF Deed**"), (ii) Quitclaim Deed, dated N/A, recorded on N/A, at Book N/A, Page N/A, in the Official Records of Sacramento County, as amended ("**County Deed**"), and (iii) Covenant to Restrict Use of Property Environmental Restriction, dated N/A, recorded on N/A, at Book N/A, Page N/A, in the Official Records of Sacramento County, as amended ("**Land Use Covenant**") (collectively, "**Use Restrictions, Notices and Disclosures**"), and that all such matters run with the land and that the permitted use of the Easement Area pursuant to this Easement Agreement by Grantee and its tenants, successors, transferees and assign as such relates to the Easement Area is subject to the Use Restrictions, Notices and Disclosures.

The land burdened by this Grant of Easement and Right of Way is located in the County of Sacramento, State of California, and is more particularly described as follows:

See Exhibits 'A' and 'B'
Attached hereto and made a part hereof this Grant of Easement and Right of Way

As a condition of this Grant of Easement and Right of Way, Grantor reserves the right to use such land for purposes that will not interfere with Grantee's full enjoyment of the rights hereby granted; provided that Grantor shall not erect or construct any building, wall, fence, or other permanent structure, or drill or operate any well, or construct any reservoir or any other obstruction on said land, or to diminish or substantially add to the ground cover lying over the easement and right-of-way granted herein.

The provisions of this Grant of Easement shall run with the land and inure to the benefit of and bind the heirs, successors, and assigns of the Grantor and Grantee.

Executed this _____ day of _____, 2026.

Grantor: **NORTH HIGHLANDS RECREATION AND PARK DISTRICT**

Name (signature): _____

Name (printed): **Scott Graham**

Title: **District Administrator**

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF SACRAMENTO

On _____ before me, _____, notary public,
date name of notary officer

personally appeared _____,
name(s) of signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary

-----OPTIONAL SECTION-----

- CAPACITY CLAIMED BY SIGNER

Though statute does not require the Notary to fill in the data below, doing so may prove invaluable to persons relying on the document.

☐ INDIVIDUAL CORPORATE
☐ OFFICER(S)

Title(s)

☐ PARTNER(S) ☐ LIMITED

☐ GENERAL

☐ ATTORNEY-IN-FACT

☐ TRUSTEE(S)

☐ GUARDIAN/CONSERVATOR

OTHER: _____

SIGNER IS REPRESENTING:
Name of Person(s) or entity(ies)

OPTIONAL SECTION:

TITLE OR TYPE OF DOCUMENT: _____

DATA REQUESTED HERE IS

NUMBER OF PAGES _____ DATE _____
SIGNER(S) OTHER THAN NAMED ABOVE _____

NOT REQUIRED BY LAW.

CERTIFICATE OF ACCEPTANCE:

This is to certify that, pursuant to Section 27281 of the California Government Code, the easement interest in real property conveyed by the Grant of Easement Deed and attachments thereto, dated: _____, 2026, is hereby accepted by the undersigned officer on behalf of the Sacramento Suburban Water District pursuant to authority conferred by the Sacramento County Board of Supervisors, in its duly adopted Resolution Number 99-1167 on September 7th, 1999 for the Northridge Water District, and by the consolidation of the Arcade Water District and Northridge Water District into the Sacramento Suburban Water District on February 1, 2002, per California Water Code, Section § 30000, the Grantee, hereby consents to the recordation thereof by signature of its duly authorized officer below.

By: _____ Date: _____

Signature

Printed Name: Dan York

Title: General Manager

EXHIBIT "A"
LEGAL DESCRIPTION
WATER EASEMENT

All that real property situated in the unincorporated area of Sacramento County, State of California, being a portion of the lands of North Highlands Recreation and Park District per Book 20130117, at Page 0014, Sacramento County Records, also being a portion of Lot 26 as shown on "Record of Survey" recorded in Book 65, at Page 16, Sacramento County Records; said real property described as follows:

20-foot wide strips of land, the centerlines of which are described as follows:

COMMENCING at the most northwest corner of said lands; thence along the westerly line of said lands South 00°24'14" East 36.67 feet to the **POINT OF BEGINNING**; thence from said point of beginning and leaving said westerly line the following seven (7) courses:

- 1) thence South 89°30'56" East 119.53 feet to a point hereafter referred to as **Point "A"**;
- 2) South 89°30'16" East 39.51 feet to a point hereafter referred to as **Point "B"**;
- 3) South 89°31'05" East 185.57 feet to a point hereafter referred to as **Point "C"**;
- 4) South 89°30'56" East 3.00 feet to a point hereafter referred to as **Point "D"**;
- 5) South 89°30'56" East 117.71 feet to a point hereafter referred to as **Point "E"**;
- 6) South 89°30'57" East 156.45 feet to a point hereafter referred to as **Point "F"**;
- 7) South 89°30'56" East 251.01 feet to a point on the northerly line of said lands and the **POINT OF TERMINATION**; said point of termination being North 00°13'59" West 37.25 feet from the most northeast corner of said lands.

Beginning at aforementioned **Point "A"**; thence South 00°29'04" West 31.83 feet to a point on the southerly line of said lands and the **POINT OF TERMINATION**.

Beginning at aforementioned **Point "B"**; thence South 00°00'00" East 31.64 feet to a point on the southerly line of said lands and the **POINT OF TERMINATION**.

Beginning at aforementioned **Point "C"**; thence South 00°26'31" West 30.81 feet to a point on the southerly line of said lands and the **POINT OF TERMINATION**.

Beginning at aforementioned **Point "D"**; thence South 00°26'31" West 30.80 feet to a point on the southerly line of said lands and the **POINT OF TERMINATION**.

Beginning at aforementioned **Point "E"**; thence South 00°19'48" East 30.26 feet to a point on the southerly line of said lands and the **POINT OF TERMINATION**.

Beginning at aforementioned **Point "F"**; thence South 00°26'48" West 12.00 feet to the **POINT OF TERMINATION**.

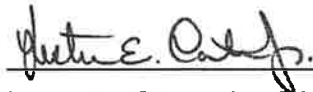
The sidelines of the above described easements are to be lengthened or shortened to terminate at the boundary of said lands.

EXCEPTING any portion lying outside the boundary of said lands.

Total Area containing 19,297 square feet (0.443 acres), more or less.

The above described strips of land are shown on the Exhibit B attached hereto and made a part hereof.

The basis of bearings for this description is based on NAD 83, California Coordinate System (CCS83), Zone 2 (2010.00 epoch date. The distances shown herein are grid distances. To obtain ground distances, divide the grid distances by 0.99994373.



Lester E. Carter Jr., CA. LS No 6148

4/7/2026

Date



EXHIBIT "B"

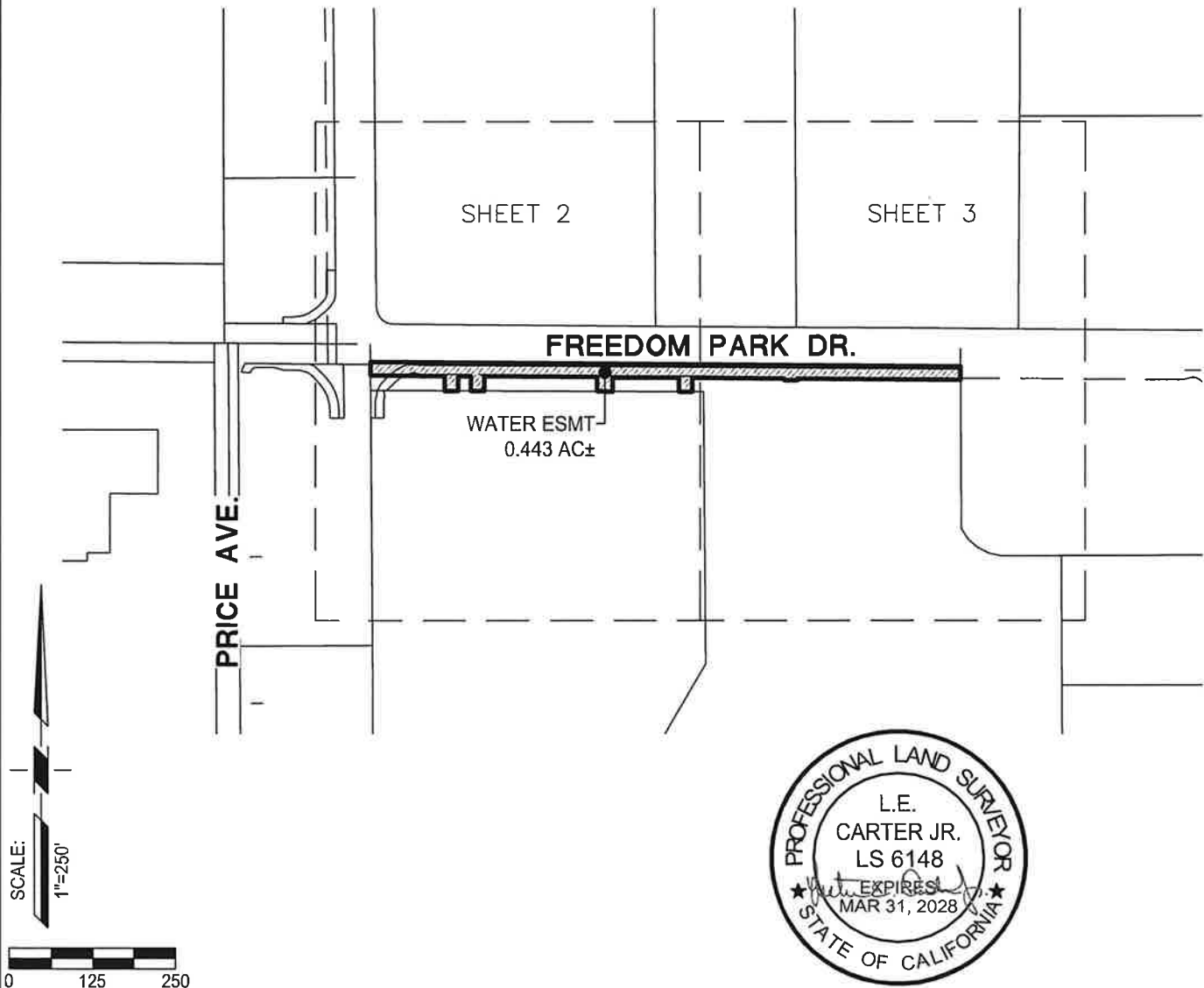
SHEET 1 OF 4

LEGEND:

APN ASSESSOR PARCEL NUMBER
CL CENTERLINE
POB POINT OF BEGINNING
POC POINT OF COMMENCEMENT
POT POINT OF TERMINATION
ESMT EASEMENT
O.R. OFFICIAL RECORDS
P.M. PARCEL MAPS
R.S. RECORD OF SURVEY
○ DIMENSION POINT

NOTES:

1. DISTANCES SHOWN ARE GRID, DIVIDE BY 0.99994373 TO OBTAIN GROUND VALUES.
2. ALL RECORD REFERENCES ARE SACRAMENTO COUNTY RECORDS.
3. BASIS OF BEARINGS: NAD 83, CALIFORNIA COORDINATE SYSTEM (CCS83), ZONE 2, 2010.00 EPOCH.



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

COUNTY OF SACRAMENTO

APN 215-0300-101

STATE OF CALIFORNIA

DATE: 4/7/2026

WATER EASEMENT

DRWN. BY: BWH CHK. BY: LEC

PSOMAS

1410 ROCKY RIDGE DRIVE, Suite 300
ROSEVILLE, CA 95661
(805) 503-3632

Plotted: Apr/07/2026 10:31 AM | By: Lester.carter
DWG: J:\AUB\65AC160300 McClellan Business Park Waterlines\Survey\LEGALS\North Highlands Park Dist\215-0300-101\PLAT-215-0300-101.dwg

EXHIBIT "B"

SHEET 2 OF 4

SEE SHEET 3
MATCHLINE

APN 215-0092-002
JWK HOLDINGS INC.

APN 215-0092-001
JWK HOLDINGS INC.

POC
N.W. CORNER OF
LOT 26 203-PM-2
20100715-OR-0804

32ND ST.

POB
FREEDOM PARK DR.

PNT "E"

PNT "B"

PNT "A"

PNT "D"

L12

L11

PNT "C"

APN 215-0300-101
NORTH HIGHLANDS RECREATION
AND PARK DISTRICT
20130117-O.R.-0014

POR. LOT 26
203-P.M.,-2

APN 215-0300-086
MCCLELLAN REALTY LLC

SCALE:
1"=100'

0 50 100

SEE SHEET 1 FOR LEGEND AND NOTES.
SEE SHEET 4 FOR LINE TABLE.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

APN 215-0300-101

COUNTY OF SACRAMENTO

STATE OF CALIFORNIA

DATE: 4/7/2026

DRWN. BY: BWH CHK. BY: LEC

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(805) 503-3632

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DWG: J:\AUB\65AC160300 McClellan Business Park Waterlines\Survey\LEGALS\North Highlands Park Dist\215-0300-101\PLAT-215-0300-101.dwg

EXHIBIT "B"

SHEET 3 OF 4

APN 215-0092-008
WILDLIFE CARE ASSN

APN 215-0093-001
MP HOLDINGS

APN 215-0300-079
MP HOLDINGS LLC

N.E. CORNER OF
20100715-OR-0804

APN 215-0092-011
MARANATHA ROMANIAN
CHURCH OF GOD

FREEDOM PARK DR.

CL OF 20' WIDE
WATER ESMT

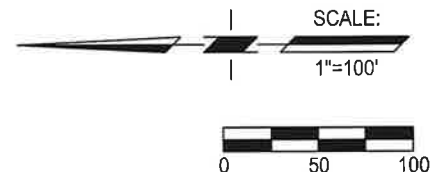
APN 215-0300-101
NORTH HIGHLANDS RECREATION
AND PARK DISTRICT
20130117-O.R.-0014
POR. LOT 26
203-P.M.-2

PNT "F"

APN 215-0092-002
JWK HOLDINGS INC.

MATCHLINE
SEE SHEET 2

SEE SHEET 1 FOR LEGEND AND NOTES.
SEE SHEET 4 FOR LINE TABLE.



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

APN 215-0300-101

STATE OF CALIFORNIA

COUNTY OF SACRAMENTO

DATE: 4/7/2026

DRWN. BY: BWH CHK. BY: LEC

WATER EASEMENT

P S O M A S

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(805) 503-3632

Plotted: Apr/07/2026 10:31 AM | By: Lester.carter
DWG: J:\AUB\6SAC160300 McClellan Business Park Waterlines\Survey\LEGALS\North Highlands Park Dist\215-0300-101\PLAT-215-0300-101.dwg

EXHIBIT "B"

SHEET 4 OF 4

LINE TABLE		
LINE	DIRECTION	LENGTH
L1	S00°24'14"E	36.67'
L2	S89°30'56"E	119.53'
L3	S89°30'16"E	39.51'
L4	S89°31'05"E	185.57'
L5	S89°30'56"E	117.71'
L6	S89°30'57"E	156.45'
L7	S89°30'56"E	251.01'
L8	N00°13'59"W	37.25'
L9	S00°29'04"W	31.83'
L10	S00°00'00"E	31.64'
L11	S00°26'31"W	30.81'
L12	S00°26'31"W	30.80'
L13	S00°19'48"E	30.26'
L14	S00°26'48"W	12.00'

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

COUNTY OF SACRAMENTO

APN 215-0300-101

STATE OF CALIFORNIA

DATE: 4/7/2026

DRWN. BY: BWH CHK. BY: LEC

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PSOMAS

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