

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

Regular Meeting of the Board of Directors
April 11, 2024, 6:30 p.m. – District Office – Regular Meeting
6040-Watt Avenue, North Highlands, Ca 95660
Phone: (916) 332-7440
WWW.NHRPD.ORG

1. CALL MEETING TO ORDER

2. COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS

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

3. ADMINISTRATOR'S REPORT

- A. Administrator's Report
- B. Park and Facility Maintenance Report
- C. Recreation Report

4. CORRESPONDENCE

- A. Letter dated March 19, 2024, from California Association of Recreation and Park District (CARPD) Executive Director Matthew Duarte re: Call for Nominations & 2024 Slate of CARPD Board Candidates. Information only.

5. REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Veya Cummings; Members Patrick Williams
Facility Development: Chairperson Beau Reynolds; Member Joanna McVay
Personnel and Policy: Chairperson Joanna McVay; Member Beau Reynolds
Programs, Fees, and Charges: Chairperson Patrick Williams; Member Veya Cummings

6. CONSENT CALENDAR

- A. Approval March 14, 2024, minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of March 2024.

7. UNFINISHED BUSINESS

None

Board of Directors: Crystal Harding, Chairperson; Beau Reynolds, Vice-Chairperson; Joanna McVay, Secretary; Veya Cummings, Member; Patrick Williams, Member; Administrator Scott Graham 4/11/24

8. NEW BUSINESS

- A. Formal Approval of Epic Wireless Group LLC Cell Tower Project
Board discussion/action to approve Cell Tower Project.
- B. Waiver of Fees for use of Kay F Dahill Community Center on April 27, 2024
Board discussion/action to approve waiver of fees for the use of Kay F Dahill Community Center for April 27th.
- C. Sierra Creek Park Status
Board discussion only.

9. CHAIRPERSON'S REPORT

10. COMMENT'S FROM BOARD MEMBERS

11. ADJOURNMENT

12. DATE, TIME, AND PLACE OF NEXT MEETING

The next regular meeting of the Board of Directors will be on May 9, 2024, at 6:30 p.m. in the North Highlands Recreation Center, 6040-Watt Avenue, North Highlands, CA

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

Join Zoom Meeting

<https://us06web.zoom.us/j/86345650357?pwd=hDTJEkj1WgUzYDi8BGw7k0acCphuyb.1>

Meeting ID: 863 4565 0357

Passcode: nhrpd

NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD AGENDA

To: Crystal Harding, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: April 11, 2024

Subject: Administrator's Report

- A. DKS Associates Presentation
- B. Additional ARPA Funding Opportunities
- C. Welcome to North Highlands Sign Upgrades

DKS Associates Presentation

A presentation to discuss their partnership with Sacramento County on the North Watt Ave. Corridor Improvement Project.

Additional ARPA Funding

As reported at the March Board of Directors meeting, staff was recently approached by staff from Sacramento County and Supervisor Sue Frost's office about the possible addition of ARPA funds for District projects. The amount of possible funding is \$411,000, which is addition to the previously approved \$200,000 funding for the Planehaven Park project. After consulting with County staff, it was determined that due to Qualified Census Tract guidelines that ensure the funding will be used in under privileged neighborhoods, two options for NHRPD were eligible for consideration. Freedom Park and Ridgepoint Park both meet the criteria for eligibility. Ridgepoint was recently renovated, leaving Freedom Park as the most suitable project location. Based on discussion and feedback from the Board, staff will next complete the application paperwork for consideration by Sacramento County.

Welcome to North Highlands Sign at Ruth Inman Park Upgrades

This topic has been discussed by Board and staff over the past several months. Recent vandalism to the Welcome portion of the sign at Ruth Inman Park refocused discussions between The Foothill Highlands Rotary Club and District staff. I have included a rendering of possible new sign for the vandalized space designed by Miguel Benitez of the Rotary club. The club will also reach out to the organizations represented currently of the wall for updates and/or removal, solicit new organizations for representation and oversee fabrication of the new signage.



WELCOME TO

NORTH HIGHLANDS



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator
From: Kurtis Secor, Parks and Facilities Superintendent
Date: April 11, 2024
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

Staff completed the following tasks.

- Drained both pools at Capehart Gym, for compliance for Sacramento Vector Control.
- Fixed water pressure issue for new Brock Park water fountain.
- Fixed elliptical at Chardonnay Park. One leg did not rotate.
- Replaced broken bollards at Karl and Brock Parks.
- Fixed irrigation leak at Brock Park. The 1-inch line leading up to the drinking fountain broke and need to be replaced.
- Fixed playground retaining wall at Brock Park. Three anchors were removed, we replaced them.
- Installed new banner poles at Ruth Inman Park.
- On March 15 every member of the maintenance team attended annual pesticide training through Target Solutions.
- Fixed drinking fountain at Ridgepoint Park, it was clogged with dirt.
- Fixed broken quick coupler at Karl Rosario Park.
- Finished all new irrigation lines at Karl Rosario Park for the recently planted trees.
- Removed fence from Karl Rosario wall in anticipation of the mural.
- Painted tables and park sign at Planehaven Park.
- Hung new sun shade for the picnic area outside of Capehart Gym.
- Power washed sidewalk around office area and gazebos at Freedom Park.
- Finished install of new sign memorial sign at Capehart Gym. This was part of the Prop 68 Grant for the Capehart Complex.
- Serviced both mowers twice.
- On March 22 all full-time staff conducted Narcan training through Sacramento County. We were taught how to administer Narcan and why Narcan is a life saving tool.
- Installed new slide piece at Freedom Park
- Submitted our Department of Transportation number renewal. It has to be done every two years.
- Removed swing from Ridgepoint Park. We will reinstall in safer location that better suits the swing.
- Mowed all parks once and trimmed and edged all parks once.
- Removed damaged trees and trimmed others at Capehart, Freedom, and Memorial Parks.

FACILITY MAINTENANCE UPDATE:

Staff completed the following tasks.

- Built new storage racks for Capehart back storage area.
- Repaired sound system in Community Center.
- Changed time for Capehart lights.

- Installed new Banner inside of Capehart Gym.
- Replaced door for Brock Park concession stand.
- Completed emergency repairs to both the Community Center and Recreation Center roofs.
- Replaced burned out light fixture at front of Community Center.
- Ordered new Maximum Occupancy sign for Community Center. The old was removed and we needed to order a new sign with a updated number of 285.
- Fire extinguishers at Capehart were inspected and certified.
- Scrubbed floor at Capehart Gym.

INCIDENT/ACCIDENT REPORT UPDATE:

- On March 12 a unknown subject stole the banner poles from Ruth Inman Park. Staff found the poles missing on that morning during park check.
- On March 13 a homeless person was lighting fires in the park to keep warm and caught one of the rose bushes on fire. When Staff arrived that morning, they noticed that the bush was burned abut no fire was present at the time. We called the Sacramento County Sheriff Department to respond and ask the person to leave.
- On March 19 a unknown subject burned a trashcan at Strizek Park. Then after the can had finished burning, the unknown subject emptied every other trash can on to the now melted can. Staff found the aftermath during park check.
- On March 25 a homeless woman drew comic strip style art all the doors at Brock Park. She then went on to use the drinking fountain as a washing machine for her clothes and the playground as a drying rack. When she refused to leave, we called the sheriff to escort her from the property.

PARK AND FACILITIES PROJECT PHOTOS:

Cleaning the Floor at Capehart



Planehaven New Paint



Capehart Sign Install



New Irrigation install Karl



Capehart Shade



Brock Park Leak



Freedom Park Slide



Ridgepoint Swing Removal



FEC POP TEAM STAT PROGRAM:

Each month the District receives a summary of activity in District parks from the Fulton-El Camino Police Department. The summary report is listed below for your review:

Monthly activity report for: North Highlands Park District, **Reporting Period:** 2024-03-01 to 2024-03-31

Summary of enforcement actions

	Park Hours:	1
	Drugs:	0
	Weapons:	0
NTA Issued: 11	Alcohol:	0
	Animals:	1
	Vehicle Code:	8
	Probation Violation:	0
	Other:	1
Onsite Arrests:	Drugs:	
	Weapons:	
	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
Calls For Service:		0
Parking Citations:		16
Warrant Arrests:		0
DUI Arrests:		0
Stolen Vehicles:		0
Warnings Issued:		2

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator
FROM: Rachel Robertson, Recreation Superintendent
DATE: April 11, 2024
SUBJECT: Recreation Division Report

Toddler/Youth/Teen Programs

- Parent & Tot (session 1) led by former Radio Disney dancer Stacie Ford (contractor). Stacie focuses on physical development, gross motor skills, and social and emotional growth with parent participation. 3 participants.
- Youth Basketball League season ended the last weekend of March. Staff held a picture day on 3/23 for all participants, and the playoffs were 3/30. 123 participants.
- Youth Cheer also ended the last weekend of March. 11 participants.
- Youth Jazz & Hip Hop (session 1) led by former Radio Disney dancer Stacie Ford (contractor). Stacie leads participants through learning new steps, forms, and techniques for jazz and hip hop. 14 participants (10 TRUSD, 4 paid).
- Youth Cooking (session 1) participants made mini strawberry upside-down cakes and homemade fruit juice. 20 participants (10 TRUSD, 10 paid).
- Teen Jazz & Hip Hop (session 1) led by former Radio Disney dancer Stacie Ford (contractor). Stacie leads participants through learning new steps, forms, and techniques for jazz and hip hop. 8 participants (8 TRUSD).
- Teen Cooking (session 1) participants made spring smoothies and pancakes. Due to a power outage in the building, the program was only able to get through half of each menu item so the program was rescheduled for April 1. 14 participants (10 TRUSD, 4 paid).
- Teen Nerf Nites – Program ended in late March with 14 participants. Staff received positive feedback from participants and parents so the program will be offered again in the Summer.
- Midweek Mindbuilders theme for March was Nature Month where students made air dry mosaics, pinecone bird feeders, and painted bird houses.
- Spring Break Camp:
 - Bugs & Botanicals was held March 25 to 29 at the Community Center.
 - This was a super fun camp and participants had a special guest every day! Special guests include Awesome Invertebrates Zoo, a visit from the Bohart Museum of Entomology, Clark Pest Control Bug Zoo, Floral Arrangements lead by a local florist, and planted individual Pollinator Gardens.
 - 54 participants were registered (20 TRUSD, 20 CJUSD, 14 paid)

Dragon's Den Before and After School Program

- Program had a special guest, a Bee Keeper on March 11. They brought out a bee hive, passed out honey and taught us all about bees and what they do for our food.
- It was a short month at Dragon's Den because of Spring Break but we had fun throughout the month with our themed weeks. This month's themes were Dr. Suess, Wacky Weather Week and the Luck of the Irish.
- We had 6 new participants enroll in the program and complete their parent orientation process.

Adult Programs

- Adult Hip-Hop Cardio class cancelled due to low enrollment.
- Adult Volleyball started its Spring season in early March. 5 teams.
- Adult Pickleball (session 1) completed its March session. 5 participants.

Senior Programs

Bingo

- Bingo averaged 22 participants.

Harvesttime

- Harvesttime averaged 20 participants.
 - On 3/14, participants enjoyed a St. Patrick's themed games
 - On 3/28 participants enjoyed a visit from our Gold Sponsor, Alignment Health and did Easter themed crafts, and enjoyed coffee and pastries.

Senior Movies

- The March movie was Aqua Man and The Lost Kingdom.
- Senior movie had 8 participants.

Rentals

- Capehart Gym: 14 (14 NR, 0 R)
- Community Center: 2 (0 NR, 2 R)
- Freedom Park: 6 (2 NR, 4 R)
- Recreation Center: 0 (0 NR, 0 R)
- Ridgepoint Gym: 3 (2 NR, 1 R)
- Birthday Parties: 1 (1 NR, 0 R)

Special Events

- Park Spotlight Mini Event – Nature's Classroom
 - Event was held after the start of the Tree Planting event hosted by the Parks Division.
 - Participants made nature journals, filled out our whiteboard to show how they can take care of the planet, and enjoyed healthy snacks.
 - Postcards were mailed to the neighborhood of Karl Rosario as part of the collaboration with the Sacramento Tree Foundation for the tree planting.
 - Staff had sticker boards out at the event to allow event participants to vote on the font for the Karl Rosario Mural and provide feedback on what art they would like to see on the wall.
- Spring Extravaganza & Egg Hunt
 - This event was held at Freedom Park on Saturday, March 30. We unfortunately had some terrible rain during most of the event. Despite the weather, we still had full egg hunts and an estimated 200 people attended the event.
 - This year, staff added an Adaptive Egg Hunt to the event. This hunt was specifically curated for anyone with visual, sensory, fine motor and physical disabilities. In addition to this hunt, we offered three other hunts that were divided by age at 10:30am, 11:00am, and 11:30am.
 - This event was completely free to the public and included a balloon artist, 13 vendors, a petting zoo, bubble play by Bubble Mania, crafts, golden egg hunt, free breakfast/snack items, live DJ, photos with the bunny and everyone that got a photo received a bag of kettle corn.
 - **Thank you** to Patrick Williams for your monetary donation to purchase egg baskets for our golden egg winners.
 - **Thank you**, Marie's Donuts, for donating 5 dozen donuts to the event.

- Park Spotlight Mini Event – Plan Out Planehaven (POP!)
 - Although we offer our large events rain or shine, the March 23 POP event was postponed due to inclement weather since mini events have a smaller turnout.
 - Staff rescheduled the event for April 6, but still was present at the park on March 23 for anyone who still came out to vote. We spoke to 5 neighbors total despite the wind and rain!
 - There are 4 boards that are displayed to the public at the events: current plans for park, color options, themes, and amenities. Community members can sticker vote on the last 3 of the 4 boards.
 - Paper surveys were distributed to fulltime Park staff and a digital survey to fulltime Recreation staff to get their input as well.
 - The event was marketed in the March and April newsletter, sign board, website, social media, and a postcard was mailed to all constituents in the neighborhood.
 - A digital survey is available via website with the same information.
 - *Verbal update on the turnout of April 6 will be given during Board Report.*

Scholarships

- 0 scholarships awarded for the month of March.
- \$4,255.00 was allocated for FY 2023-24.
 - \$4,065.00 remains in the account.
- Staff continues to market the opportunity through the Recreation Guide, the sign board, social media, on the gym bulletin board, website, and at resource fairs.

Art Project Updates

- Tile Art Project (Sierra Creek) with Center Joint Unified – Spinelli has agreed to working on the tile project. Staff are looking to see if Dudley Elementary would like to participate as well due to close proximity and our current partnership with the Before and After School Program.
- Rotating Mural (Sierra Creek) with Twin Rivers Unified School District has also been agreed upon. Right now, the plan is with Highlands High School.
- Karl Rosario Mural is making progress with community feedback and scheduled to be completed by mid-May. In March, staff did the following for feedback:
 - 3/16 – Staff attended the Park Spotlight Event at Karl Rosario to get feedback
 - 3/22 – Staff held a pop-up survey event outside FC Joyce during the after-school rush.
 - 3/25 – 3/29 – Staff shared with Spring Break Camp participants.

Marketing

- The monthly March newsletter went out on 3/1.
 - 10 new subscribers
 - 41,285 site views
- Staff are currently planning for Summer 2024.
- Distributed Recreation Guides to Rio Linda Elverta Recreation & Park District to place in their lobby in exchange we placed their postcards in our lobby as a “Check Out Our Neighbors”.

Community Resources

- Sacramento County Voting used the Recreation Center on March 1 – 6.
- Supervisor Frost held a community meeting on 3/7 in the Recreation Center.
- Supervisor Frost held a roundtable meeting with local community leaders and business owners 3/25 in the Recreation Center.
 - Staff members Scott, and Kayla attended the meeting.

Miscellaneous Updates

- Staff met with the Rotary Club of Foothills/North Highlands on March 4, 21, and 25 to discuss and plan the updates for the “Welcome to North Highlands” sign board at Ruth Inman.
- Staff members Rachel and Kayla presented to Foothill/NH Rotary Club to discuss future partnerships. The PowerPoint and presentation were also used as a trial run for the Recreation divisions future presentation to the public.

Basketball League Champions

2/3 Grade



4/5 Grade



6/7 Grade



Spring Break Camp



Spring Extravaganza & Egg Hunt







March 19, 2024

TO: CARPD Member Districts

FROM: Matthew Duarte, Executive Director

SUBJECT: Call for Nominations & 2024 Slate of CARPD Board Candidates

Hello CARPD Members! The CARPD Conference is rapidly approaching and with it the annual CARPD General Membership Meeting. As we do every year during that meeting, the CARPD Board of Directors Election is conducted by the membership. This year, the election will take place at approximately 9:00a.m. on May 23, 2024 at the CARPD Conference in the Hyatt Regency in Santa Rosa, California.

In accordance with CARPD Association Bylaws, CARPD is soliciting any qualified candidates interested in serving on the CARPD Board of Directors. Nominees must be individuals affiliated (as Board of Directors, employees or otherwise) with active members in good standing.

Furthermore, pursuant to CARPD Association Bylaws at Article 5, subsection 6, the CARPD Nominations Committee has submitted the following slate of candidates for the open CARPD Board positions:

CARPD 2024 Slate of Board Officers

President – Elect Dean Wetter, Valley-Wide Recreation & Park District

Chief Financial Officer Al McGreehan, Paradise Recreation & Park District

Director at Large **Two Positions to be Elected:**

(Even Year) Dennis Waespi, East Bay Regional Park District
Rick Sloan, Cordova Recreation & Park District

Administrator Rep **One Administrator Position to be Elected:**

(Even Year) Michelle Lacy, Pleasant Hill Recreation & Park District

In addition to the slate identified by the Nominations Committee, Member Districts may also nominate one of its board members for the positions of President-Elect, Secretary, or Director-at-Large, or nominate its General Manager, Assistant General Manager or Chief Administrative Officer, for Administrator Representative, by submitting a letter and a copy of a board resolution supporting such nomination to CARPD prior to the annual meeting.

Any Member District wishing to submit a nomination should submit a letter of nomination (cover letter indicating who is running and for what position) and a copy of its Board Resolution supporting the nomination directly to my attention at mduarte@capri-jpa.org. To be sure a nominee is included on the ballot, the letter and resolution must be received no later than close of business on **Friday, May 10, 2024**.

Finally, any qualified candidate may be nominated from the floor at the election and, if elected, provide the President with a resolution from the member district's board endorsing the nominee to serve on the corporation's Board of Directors not later than sixty (60) days after the annual meeting. The candidate will not commence into office unless and until such time as the resolution is presented to the corporation's Board of Directors.

If you have any questions regarding the election or its procedures, please feel free to contact me at (916) 722-5550. Thank you and hope to see you all at the Conference in Santa Rosa!

Sincerely,



Matthew Duarte
Executive Director

CARPD Board of Directors

2024 Election

Each year during the CARPD General Membership Meeting, the CARPD Board of Directors Election is conducted with the membership at large. This year's Election will take place at:

May 23, 2024 @ 8:00 a.m.

Hyatt Regency Sonoma Wine Country
170 Railroad Street
Santa Rosa, CA 95401



**Board
Responsibilities**

The CARPD Board of Directors is the governing body responsible for all policy decisions related to support, education, member services, outreach, and advocacy to recreation and park districts throughout California. The CARPD Board of Directors generally meets 4-5 times per year at the CAPRI Office in Roseville and at the Annual CARPD conference.



**Board
Positions**

The CARPD Board of Directors is comprised of *eleven* Directors that oversee the operations of the organization and provide direction to the Executive Director. This year, there are *five* positions up for election: President-Elect, Chief Financial Officer, Director at Large (x2), and Administrative Representative.



**Board
Qualifications**

In order to be qualified for service on the Board, candidates must either be members of the Board of Directors of a CARPD member or "Administrators" employed as General Manager, Assistant General Manager, or Chief Administrative Officer of a CARPD member. For more information on candidate qualifications, please contact Executive Director, Matthew Duarte. mduarte@capri-jpa.org.

Submit Nominations to

CARPD Or by email (preferred)
1075 Creekside Ridge, Suite 240 Matthew Duarte
Roseville, CA 95678 Email: mduarte@capri-jpa.org

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: March 14, 2024
Time: 6:30 p.m. – Regular Meeting
Place: North Highlands District Offices (6040-Watt Avenue, North Highlands, CA)
Member Present: Crystal Harding, Beau Reynolds, Joanna McVay, Veya Cummings, Patrick Williams

Members Absent:

Staff Present: Scott Graham, Administrator
Rachel Robertson, Recreation Superintendent
Kurtis Secor, Park Superintendent
Terri Smith, Administrative Service Manager
Evonne Luu, Recreation Specialist

Guests Present:

CALL MEETING TO ORDER:

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

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

Administrator Graham stated that he did not receive any.

ADMINISTRATOR'S REPORT:

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

- Scott wanted to give the Board an update on the first action item on the agenda, so he stated that the District is waiting on a letter from the group regarding details on their fundraising event. He stated that he asked the Recreation Superintendent to print out the email she received back in January for the Board to review.
- Scott stated that Rachel printed out feedback on our scholarship program. We have received fourteen surveys up to now.
- Scott stated that the first order of business from his Administrator's report is a presentation from Epic Wireless Group, represented by Ashley Smith, Site Acquisition Manager on behalf of AT&T. She shared their project proposal with the Board and addressed questions and comments on where they would like to put up the cell tower.
- Scott went over his report on ARPA Funding:
 - Possible funding in the amount of \$211,000, which is in addition to the previously approved \$200,000 funding for Planehaven Park Project. He would like to schedule a Facility Development standing committee meeting to discuss further what to do with the additional funding, as well as the cell tower project.
- Scott went over the CSDA 2024 Board of Directors, seat A timeline and to see whether any of the Board Members were interested in the positions.

- Scott went over the informational meeting he attended regarding the current status of the Fulton-El Camino Police Department. Board directed staff to start an RFP for going out for a new security company.
- Scott went over the memo he provided the Board Members regarding O'Dell Engineering Sierra Creek Sanford's Arrowhead Impacts updated memo.

Oral Report by Park Superintendent Kurtis Secor with questions and comments from the Board:

- Kurtis wanted to highlight three things from his report
 - Signed Letter of Agreement (LOA) with the sheriff department for all the parks. This means that the Sheriff department can enter our property when we are not there on our behalf for situations like trespassing or other after hour park emergencies.
 - Kurtis stated that they internally trained all full-time maintenance staff on how to administer Naloxone. Sacramento Opioid Foundation donated sixteen boxes of Naloxone.
 - Kurtis stated that North Highlands community members filled nine of 27 volunteer positions for the tree planting event on March 16th at Karl Rosario Park. Spotlight event starts after the tree planting event.

Oral Report by Recreation Superintendent Rachel Robertson with question and comments from the Board:

- Rachel stated that the District added a new audio for recording the Board Meetings.

CORRESPONDENCE:

Letter dated March 7, 2024, from Sacramento Local Agency Formation Commission (LAFCo) re: Proposed Budget for Fiscal Year 2024-2025 is information only.

REPORTS FROM STANDING COMMITTEES:

Board Member McVay went over the AD HOC Committee meeting with questions and comments from the board regarding the revision to Scholarship Policy 3050.10. Main discussion:

- Changes to the application
 - # of adult's verses children in the household
 - Rent or own.
 - Short- or long-term financial need.
 - Over one or more scholarships opportunity
 - Allocate from \$100 to \$200 per family in a household.

CONSENT CALENDAR

3/1/24

Motion by Board Member McVay, seconded by Board Member Cummings, to approve the Minutes of the Regular Meeting of February 8, 2024, with the correction share by Board Member Harding prior to the meeting, and payment of the bills for the General Fund and CFD for the month of February 2024 with comments and questions from the Board.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Fundraising Event

Administrator Graham went over the fundraising event with questions and discussions from Board members.

3/2/24

Motion by Board Member Reynolds seconded by Board Member Cummings that the Board of Directors approves the rental request for the Zambian Association of Norther California for a fundraising event.

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

B. District Scholarship Policy Revision

Administrator Graham went over the new wording to add to Policy #3050.10 with questions and comments from the board.

3/3/24

Motion by Board Member McVay seconded by Board Member Reynolds that the Board of Directors approves the revision of Policy 3050.10 to expand scholarship eligibility to all resident that live within the community boundaries of North Highlands (95660).

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

C. Resolution #631 – Calling the November 5, 2024, Presidential General Election for the North Highlands Recreation and Park District

Administrator Graham went over the Resolution November 5, 2024, Presidential General Election for election procedures with questions and discussion from the board.

3/4/24

Motion by Board Member Cummings seconded by Board Member Reynolds that the Board of Directors approves Resolution #631 calling Presidential General District Election for the North Highlands Recreation and Park District.

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

D. Resolution #632 and #633 General Fund and CFD NO. 2016-01 Elverta park Contingency Transfer

Administrator Graham went over his Contingency Transfer Request for the following departments with questions and discussion from the board:

- Administration in the amount of \$1,400
- Maintenance in the amount of \$45,000 for the GF Budget and \$10,000 for the CFD Budget totaling \$55,000.
- Recreation in the amount of \$8,000

➤ Totaling \$54,400 for the GF Budget and \$10,000 for the CFD Budget.

3/5/24

Motion by Board Member McVay seconded by Board Member Williams that the Board of Directors approves Resolution #632 in the amount of \$54,400 and Resolution #633 in the amount of \$10,000 as described in the report.

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

CHAIRPERSON’S REPORT:

Chairperson Harding stated Happy Social Worker Month, Internation Women’s Day, and Ramadan.

COMMENTS FROM BOARD MEMBERS:

Board Member Reynolds stated happy Wellness History Month. He wanted to thank all the women in his life and all the community women nothing is possible without you.

ADJOURNMENT

Chairperson Harding adjourned the Regular Board Meeting at 8:07 p.m.

DATE, TIME, AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on April 11, 2024, 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 APRIL 2024
(Bills paid in March 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	Voya	Feb-24	\$ -
1230	Insurance	California Choice	Apr-24	\$ 11,181.02
1230	" " "	CoPower	Apr-24	\$ 1,026.00
1240	Workers' Comp	CAPRI	4th Quarter	\$ 13,027.00
Total				25,234.02
<u>SERVICES & SUPPLIES</u>				
2029	Bus/Conf Exp	Thayer, K.	Reim CPRS Conference	\$ 728.77
2029	" " "	USBank	CARPD,Hilton,CSDA,Southwest,Food, UnitedAirlines (Conferences,Flights)	\$ 2,789.07
2035	Educ & Trng	USBank	Safety Unlimite (Maint.Refund)	\$ (30.00)
2039	Empl Trans	Kersevan, C.	February 2024 Mileage	
2039	" " "	Luu, E	February 2024 Mileage	\$ 26.87
2039	" " "	Robertson, R.	February 2024 Mileage	\$ 61.31
2039	" " "	Thayer, K.	February 2024 Mileage	\$ 62.65
2039	" " "	USBank	ArdenVillage,Hertz (Gas,Car Rental)	\$ 212.34
2076	Office Sup	Caltronics	copies	\$ 155.60
2076	" " "	Walkers	Copy Paper	\$ 512.20
2076	" " "	USBank	Walmart,Amazon (Office Supplies)	\$ 289.46
2085	Printing	USBank	AllSafeEngravers (Name Plate)	\$ 26.94
2085	" " "	ABC Printing	Businessess Cards (Kurtis)	\$ 102.36
2111	Bldg Maint. Services	Stice Lock	Watt Avenue	\$ 408.42
2112	Bldg Maint. Supplies	Home Depot	Supplies	\$ 60.80
2112	" " "	Home Depot	Supplies	\$ 83.08
2112	" " "	Home Depot	Supplies	\$ 16.13
2112	" " "	Metal Manufacturing	Snack Shack Replacement Door - Brock	\$ 1,446.38
2142	Land Imp Sup	Steve's Rock & Ready	Topsoil	\$ 28.55
2162	Painting Sup	Home Depot	Painting Supplies	\$ 235.09
2168	Plumbing	Rapid First	Freedom Park	\$ 1,000.00
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 188.42
2191	" " "	SMUD	7000000346 District	\$ 2,733.46
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 75.64
2191	" " "	SMUD	2733018 Aztec	\$ 1,224.11
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 113.45
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 675.59
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360 3929 Karl, 7916 Aztec Way, 6040 Watt, 3829 Stephen	\$ 17.20
2193	Refuse	Republic Service	Stephen	\$ 634.44
2193	" " "	Public Works	Dump	\$ 388.00
2195	Sewage	Sac Utilities	2802 Perrin	\$ 200.11
2195	" " "	Sac Utilities	3843 Bainbridge	
2195	" " "	Sac Utilities	3911 Blackfield Dr.	
2195	Sewage	Sac Utilities	3929 Karl Dr.	
2195	" " "	Sac Utilities	6040 Watt	
2195	" " "	Sac Utilities	7916 Aztec	
2197	Tele & Teleg	Comcast	Service - Shop	\$ 96.68
2197	" " "	Comcast	Service - District	\$ 543.29
2197	" " "	Telepacific	Service	\$ 924.10

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2024
(Bills paid in March 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
			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		\$ 4,402.53
2198	" " "	CA/American	Chardonnay	\$ 325.48
2198	" " "	CA/American	Sierra	\$ 325.48
2205	Auto Maint. Serv	J&T Auto	Service 2010 Ford F150	\$ 459.71
2205	" " "	J&T Auto	Service 2000 Chevy Pick-up	\$ 216.95
2205	" " "	USBank	BobCat (Maintenance)	\$ 62.00
2226	Expend Tools	CH Mowers	Gatorline	\$ 81.87
2226	" " "	O'Reilly	Supplies	\$ 58.15
2236	Fuel and Lube	C.U.S.D.	Fuel October - December 2023	\$ 242.00
2275	Rents & Leases	Alhambra	Water Delivery	\$ 124.91
2275	" " "	Cintas	Services	\$ 74.62
2275	" " "	DLL Financial	Copier	\$ 203.95
2275	" " "	CIT Avaya	Phone Service	\$ 418.26
2275	" " "	Cintas	Services	\$ 109.28
2314	Clothing	Lee, Shey	Boots Reim.	\$ 118.51
2314	" " "	Secor, Kurtis	Boots Reim.	\$ 220.83
2314	" " "	Esteen, Rodney	Boots Reim.	\$ 201.18
2322	Custodial Sup	A1 Janitorial	Janitorial Supplies	\$ 686.55
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 724.73
			Walmart, Dominos, Smart&Final, Amazon, Jimboys, (Airfryer, Staff Meetings, Harvestime Dragon'sDen, Parkspot, Midweek)	
2332	Food	USBank		\$ 380.59
2332	" " "	Petty Cash	Recreation - Harvestime	\$ 369.79
2444	Medical	USBank	Amazon (Dragon'sDen)	\$ 14.99
2531	Legal	Bart., Kron., Shan	February 2024 Services	\$ 577.50
2591	Other Prof Serv.	Cintas	Services	\$ 202.84
2591	" " "	DOJ	Recreation Prints	\$ 64.00
2591	" " "	Sentinel Fire	Capehart Daycare Side	\$ 175.86
2591	" " "	Tree Tech	Memorial	\$ 475.00
			Adobe, GoldenHillsPest, GrommetsInAll, Microsoft, WhenIWork, StreamLine, Tmobile (Programs, Monthly Serv. Banner, Scheduler, Website, CellPhone)	
2591	" " "	USBank		\$ 736.31
2591	" " "	Fulton El Camino	Dec 2023 and Jan 2024 Service	\$ 4,991.50
2591	" " "	Tree Tech	Capehart	\$ 500.00
2591	" " "	Firecode	7916 Aztec	\$ 359.27
2591	" " "	Petty Cash	Fingerprints Reim	\$ 20.00
2591	" " "	Tree Tech	3244 Freedom Park	\$ 1,500.00
2851	Recreation Service	Ford, Stacie	Contract Dance Class	\$ 1,228.00
2851	" " "	USBank	Meta (YthBball)	\$ 11.47
2851	" " "	SMOA Assigners	Youth Basketball	\$ 696.00
2852	Recreation Sup	Home Depot	Harvestime Refrigerator	\$ 725.59
			Smart&Final, Walmart, Amazon (Harvestime, Dragon'sDen, RecSupplies, ParkSpot, Mid Week)	
2852	" " "	USBank		\$ 365.03

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2024
(Bills paid in March 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2898	Other Oper Exp	NHRPD - BANK FEES	(Bank Fees - Mar \$44.95/ Bank Analysis Fees Feb \$91.32/Active Fee Mar \$343.25)	\$ 479.52
2898	" " "	Refund Processing Fees	Kong, M. Adult Hip Hop Cardio cancellation	\$ 3.01
2898	" " "	Refund Processing Fees	Ross, S. Adult Hip Hop Cardio cancellation	\$ 3.01
2898	" " "	USBank	Parking	\$ 1.75
TOTAL				\$ 38,968.53

FIXED ASSETS

4201	Building Improvement			\$ -
4202	Structures	O'Dell Engineering	Phase 5 Construction Documents	\$ 11,269.14
4202	" " "	Sprinkler Service	Karl Rosario Park Tree Planting	\$ 2,258.76
TOTAL				\$ 13,527.90

Total District Salaries	(MARCH 2 PAY DAY)	\$ 88,011.36
Total District EDD	(MARCH 2 PAY DAY)	\$ 291.23
Total District OASDI	(MARCH 2 PAY DAY)	\$ 6,572.39
		\$ 94,874.98

DISTRICT TOTALS

\$172,605.43

9429	Building			
9646	Recreation Fees & Charges	Fernandez, Lynnette	Refund Adult Pickleball - Injury	\$ 30.00
9646	" " "	Kong, Marylu	Cancellation Class - Adult Hip Hop	\$ 45.00
9646	" " "	Ross, Shanina	Cancellation Class - Adult Hip Hop	\$ 45.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2		REVENUE REPORT - MARCH 2024						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	FACILITY RENTALS							
6	9429	Community Center	\$55,000.00	3,580.50	1641.10	26,396.25	28,603.75	
7	9429	Recreation Center	\$5,000.00	600.00	0.00	7,153.00	-2,153.00	
8	9429	TOTAL	\$60,000.00	4,180.50	1641.10	33,549.25	26,450.75	56%
9								
10	LEASED PROPERTY							
11	9690	Strizek Lease	\$0.00	2,208.46	0.00	19,876.14	-19,876.14	
12	9690	Capehart Lease - Day Care	\$0.00	3,193.00	0.00	27,413.00	-27,413.00	
13	9690	Freedom Park Lease - Softball	\$0.00	5,500.00	1000.00	46,400.00	-46,400.00	
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,250.00	-5,250.00	
15	9690	TOTAL	\$132,130.00	10,901.46	1000.00	98,939.14	33,190.86	75%
16								
17	REVENUE, OTHER							
18	9790	Bounce Check	\$0.00	40.00	0.00	40.00	-40.00	
19	9790	CAPRI Reim	\$0.00	0.00	0.00	0.00	0.00	
20	9790	CPRS Reim	\$0.00	0.00	0.00	0.00	0.00	
21	9790	Dragon's Den Supply Reim	\$0.00	0.00	0.00	0.00	0.00	
22	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	924.61	924.61	
23	9790	NH Yth Soccer Club Team Fees	\$0.00	0.00	0.00	755.00	755.00	
24	9790	Prop 68 Reim	\$0.00	0.00	0.00	210,286.00	210,286.00	
25	9790	Per Capita Reim	\$0.00	0.00	0.00	41,603.00	41,603.00	
26	9790	Reim - Caltronics	\$0.00	0.00	0.00	150.00	-150.00	
27	9790	TRUSD REIM -Transportation	\$0.00	0.00	0.00	1,008.50	-1,008.50	
28	9790	USBank Incentive	\$0.00	0.00	0.00	828.25	-828.25	
29	9790	Xtreme MuscleTowing sold F150	\$0.00	0.00	0.00	0.00	0.00	
30			\$275,745.00	0.00	0.00	255,555.36	20,189.64	93%
31								
32	AQUATICS							
33	9646	Swim Lesson	\$8,640.00	0.00	0.00	0.00	8,640.00	
34	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00	
35		TOTAL	\$8,640.00	0.00	0.00	0.00	0.00	0%
36								
37	DAY CARE PROGRAM							
38	9646	Dragon's Den	\$155,520.00	119,265.00	0.00	211,305.75	-55,785.75	
39	9646	Expanding Learning Camp	\$5,856.00	0.00	0.00	10,977.50	-5,121.50	
40	9646	Fall Break Camp	\$3,600.00	0.00	0.00	4,732.50	-1,132.50	
41	9646	Spring Camp (5 days)	\$5,856.00	244.00	0.00	1,877.00	3,979.00	
42	9646	Summer Camp (5 days)	\$35,136.00	0.00	0.00	20,324.00	14,812.00	
43	9646	Summer Camp (3 days)	\$3,600.00	0.00	0.00	8,367.00	-4,767.00	
44	9646	Winter Camp	\$4,656.00	0.00	0.00	4,207.50	448.50	
45		TOTAL	\$214,224.00	119,509.00	0.00	\$261,791.25	-47,567.25	122%
46								
47	TODDLER PROGRAMS							
48	9646	Books & Bakes for TOTS	\$220.00	0.00	0.00	240.00	-20.00	
49	9646	Princess & Pastries	\$228.00	19.00	0.00	38.00	190.00	
50	9646	Superheros & Snacks	\$228.00	0.00	0.00	323.00	-95.00	
51		TOTAL	\$676.00	\$19.00	\$0.00	\$601.00	75.00	89%
52								
53	SPECIAL EVENTS							
54	9646	Arts and Air Crafts	\$0.00	0.00	0.00	224.00	-224.00	
55	9646	Breakfast with Santa	\$560.00	0.00	0.00	863.50	-303.50	
56	9646	Community Yard Sale	\$450.00	0.00	0.00	0.00	450.00	
57	9646	Cooking Class	\$0.00	0.00	0.00	480.00	-480.00	
58	9646	Cupid Crew Dance	\$440.00	0.00	0.00	448.00	-8.00	
59	9646	Fathers Day Nerf War Meal	\$60.00	0.00	0.00	0.00	60.00	
60	9646	Fathers Day Nerf War	\$160.00	0.00	0.00	0.00	160.00	
61	9646	Flavors of Fall Carmel Apple	\$0.00	0.00	0.00	168.00	-168.00	
62	9646	Flavors of Fall Pumpkin	\$0.00	0.00	0.00	528.00	-528.00	
63	9646	Flavors of Fall Mash Potato Balls	\$0.00	0.00	0.00	336.00	-336.00	
64	9646	Forrest of Lights	\$0.00	0.00	0.00	100.00	-100.00	
65	9646	Gingerbread House	\$80.00	0.00	0.00	120.00	-40.00	
66	9646	Halloween Extrav. Vendors	\$180.00	0.00	0.00	450.00	-270.00	
67	9646	Holiday Party Vendor	\$180.00	0.00	0.00	150.00	30.00	
68	9646	Mothers Day KickBall Shirts	\$160.00	0.00	0.00	0.00	160.00	
69	9646	Mothers Day KickBall	\$160.00	16.00	0.00	40.00	120.00	
70	9646	Paint in The Park	\$0.00	0.00	0.00	25.00	-25.00	
71	9646	Spring Extra. Vendors	\$180.00	150.00	0.00	180.00	0.00	
72	9646	Sprouts Mini Strawberry	\$0.00	0.00	0.00	72.00	-72.00	
73	9646	SproutsMiniStrawberry Smoothie	\$0.00	72.00	0.00	72.00	-72.00	
74	9646	Sprouts Raspberry-Banana	\$0.00	72.00	0.00	72.00	-72.00	
75	9646	Sprouts Taco Pizza - Shake	\$0.00	48.00	0.00	48.00	-48.00	
76	9646	Summer Extrav. Vendors	\$180.00	0.00	0.00	90.00	90.00	
77	9646	Summer Sweets	\$0.00	0.00	0.00	240.00	-240.00	

	A	B	C	D	E	F	G	H
78	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
79	SPECIAL EVENTS con't							
80	9646	TIK TOK Cooking	\$0.00	0.00	0.00	144.00	-144.00	
81	9646	Turkey Flag Football	\$532.00	0.00	0.00	0.00	532.00	
82	9646	Whiskin Up Winter Cookie Décor	\$0.00	0.00	0.00	144.00	-144.00	
83	9646	Whiskin Up Winter Charuterie	\$0.00	0.00	0.00	72.00	-72.00	
84	9646	Whiskin Up Winter Mini Pies	\$0.00	0.00	0.00	576.00	-576.00	
85		TOTAL	\$3,322.00	358.00	0.00	5,642.50	-2,320.50	170%
86								
87	CONTRACT CLASSES							
88	9646	Adult Hip Hop	\$0.00	45.00	(90.00)	450.00	-450.00	
89	9646	LEGO Workshop	\$0.00	0.00	0.00	350.00	-350.00	
90	9646	Parent and TOT Dance	\$0.00	120.00	0.00	120.00	-120.00	
91	9646	Teen Jazz & Hip Hop	\$0.00	120.00	0.00	840.00	-840.00	
92	9646	Teen Self Esteem	\$0.00	0.00	0.00	160.00	-160.00	
93	9646	Yth Jazz & Hip Hop	\$0.00	160.00	0.00	1,520.00	-1,520.00	
94		TOTAL	\$0.00	445.00	(90.00)	3,440.00	-3,440.00	0%
95								
96	TEENS							
97	9646	7/8 Grade VolleyBall League	\$1,776.00	0.00	0.00	1,025.00	751.00	
98	9646	8th/9th Grade Winter Bball	\$0.00	0.00	0.00	74.00	-74.00	
99	9646	Jr. Recreation Leader	\$440.00	0.00	0.00	0.00	440.00	
100	9646	Smash Bros Tournament	\$228.00	0.00	0.00	0.00	228.00	
101	9646	TIC TOK Cooking Trends	\$0.00	0.00	0.00	1,044.00	-1,044.00	
102	9646	Teen Camp	\$6,336.00	0.00	0.00	8,380.00	-2,044.00	
103	9646	Teen Nerf Night	\$0.00	0.00	0.00	114.00	-114.00	
104		TOTAL	\$8,780.00	0.00	0.00	10,637.00	-1,857.00	121%
105								
106	GYM/PARK RENTALS							
107	9646	Birthday Parties	\$2,250.00	0.00	0.00	885.00	1,365.00	
108	9646	Gym Rental-Capehart/R.P.	\$20,625.00	4,535.00	0.00	23,760.00	-3,135.00	
109	9646	Park Rentals	\$10,000.00	1,850.00	0.00	8,680.00	1,320.00	
110		TOTAL	\$32,875.00	6,385.00	0.00	33,325.00	-450.00	101%
111								
112	YOUTH SPORTS							
113	9646	2nd-3rd Bball -Winter	\$2,960.00	0.00	0.00	2,960.00	0.00	
114	9646	4th-5th Bball -Winter	\$2,960.00	0.00	0.00	3,034.00	-74.00	
115	9646	6th-7th Bball -Winter	\$2,960.00	0.00	0.00	3,009.00	-49.00	
116	9646	Cheer	\$624.00	0.00	0.00	676.00	-52.00	
117	9646	DodgeBall	\$1,100.00	55.00	0.00	165.00	935.00	
118	9646	Kickball	\$1,100.00	0.00	0.00	0.00	1,100.00	
119	9646	PW Basketball	\$1,040.00	0.00	0.00	572.00	468.00	
120	9646	PW Sports	\$1,728.00	0.00	0.00	794.00	934.00	
121	9646	Play-Well TEK LEGOR	\$1,120.00	0.00	0.00	0.00	1,120.00	
122	9646	Skills & Drills	\$1,728.00	72.00	0.00	108.00	1,620.00	
123	9646	Sports Camp	\$1,184.00	0.00	0.00	0.00	1,184.00	
124	9646	Workshop (Misc.)	\$2,880.00	0.00	0.00	0.00	2,880.00	
125		TOTAL	\$21,384.00	127.00	0.00	11,318.00	10,066.00	53%
126								
127	ADULT SPORTS							
128	9646	Art Class	\$400.00	0.00	0.00	0.00	400.00	
129	9646	Coed Kickball	\$760.00	0.00	0.00	0.00	760.00	
130	9646	Coed VolleyBall	\$3,040.00	190.00	0.00	2,660.00	380.00	
131	9646	Cornhole	\$100.00	0.00	0.00	20.00	80.00	
132	9646	Pickle Ball	\$0.00	40.00	(30.00)	169.00	-169.00	
133		TOTAL	\$4,300.00	230.00	(30.00)	2,849.00	1,451.00	66%
134								
135	SENIORS							
136	9646	Field Trips	\$630.00	0.00	0.00	210.00	420.00	
137	9646	Paint Class	\$600.00	0.00	0.00	0.00	600.00	
138		TOTAL	\$1,230.00	\$0.00	\$0.00	\$210.00	1,020.00	17%
139								
140	TAXES							
141	9101	Prop Tax - Secured	\$1,700,000.00	0.00	0.00	959,993.24	740,006.76	
142	9102	Prop Tax - Unsec	\$57,000.00	0.00	0.00	62,807.92	-5,807.92	
143	9103	Supp Prop Tax	\$55,000.00	0.00	0.00	15,338.21	39,661.79	
144	9104	Prop Tax Sec Delinquent	\$10,000.00	0.00	0.00	13,864.44	-3,864.44	
145	9105	Prop Tax Supp Delinquent	\$3,700.00	0.00	0.00	4,604.25	-904.25	
146	9106	Prop tax Unitary	\$11,400.00	0.00	0.00	6,807.28	4,592.72	
147	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
148	9130	Prop Tax - Prior Unsec	\$800.00	0.00	0.00	398.96	401.04	
149	9140	Prop Tax - Pently	\$700.00	0.00	0.00	151.80	548.20	
150	9196	RDA Residual	\$7,100.00	7,892.52	0.00	8,151.69	-1,051.69	
151	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
152		TOTAL	\$1,845,700.00	7,892.52	0.00	1,072,117.79	773,582.21	58%
153								
154								

	A	B	C	D	E	F	G	H
155	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
156	INTEREST INCOME							
157	9410	Interest Income	\$18,100.00	0.00	0.00	14,950.00	3,150.00	
158		TOTAL	\$18,100.00	0.00	0.00	14,950.00	3,150.00	83%
159								
160	USE OF MONEY/PROPERTY							
161	9522	Homeowner Prop Tax	\$13,000.00	0.00	0.00	6,356.69	6,643.31	
162		TOTAL	\$13,000.00	0.00	0.00	6,356.69	6,643.31	49%
163								
164	IN LIEU TAX							
165	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
166		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
167								
168	MISC. Revenue							
169	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
170		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
171								
172	AID TO LOCAL GOVERNMENT							
173	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
174		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
175								
176	REDEVELOPMENT FUNDS							
177	9533	Redevelopment Passthu	\$11,500.00	7,741.56	0.00	7,933.31	3,566.69	
178		TOTAL	\$11,500.00	7,741.56	0.00	7,933.31	3,566.69	69%
179								
180	STATE AID							
181	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
182		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
183								
184	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
185	9429	Building Rental	\$60,000	4,180.50	1641.10	33,549.25	26,450.75	56%
186	9646	Rec Fees & Charges	\$295,431	127,073.00	-120.00	326,728.75	-31,297.75	111%
187	9100	Taxes	\$1,845,700	7,892.52	0.00	1,072,117.79	773,582.21	58%
188	9410	Interest Income	\$18,100	0.00	0.00	14,950.00	3,150.00	83%
189	9522	Homeowner Prop Tax	\$13,000	0.00	0.00	6,356.69	6,643.31	49%
190	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
191	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
192	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
193	9533	Redevelopmnet Funds	\$11,500	7,741.56	0.00	7,933.31	3,566.69	0%
194	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
195	9690	Lease Property	\$132,130	10,901.46	1000.00	98,939.14	33,190.86	75%
196	9790	Revenue Other	\$275,745	0.00	0.00	255,555.36	20,189.64	93%
197		TOTAL	\$2,651,606	157,789.04	2,521.10	1,816,130.29	835,475.71	68%
198								
199		GENERAL RESERVED FUND	\$0					
200		CARRY OVER	\$572,859	0.00	0.00	0.00	0.00	0%
201								
202		TOTAL BUDGET	\$3,224,465	157,789.04	2,521.10	\$1,816,130	1,408,334.71	56%
203								
204		Scholarship		101.00				
205		Donations/Sponsorship		1100.00				
206		ADA		0.00				
207		Field Deposit - Capehart		0.00				
208		Bldg Deposit		2000.00	0.00			
209		Bldg Guards		450.00				
210				3651.00				
211								
212	2191	SMUD Reim - Something Extra		390.00				
213	2192	PG&E Reim - Something Extra		20.00				
214	2193	Republic Serv. Reim - Something		100.00				
215	2195	Sewage Reim - Something Extra		240.00				
216	2198	Water Reim - Something Extra		110.00				
217				860.00				
218								
219		Total Revenue		162,300.04				
220								
221		Scholarship	\$0.00	101.00	0.00	12,742.91	-12,742.91	
222		Donations/Sponsorship	\$0.00	1,100.00	0.00	2,989.25	-2,989.25	
223		District ADA Account	\$0.00	0.00	0.00	0.00	0.00	
224		055000000	\$0.00	2,450.00	0.00	24,448.48	-24,448.48	
225		Contingency	\$150,000.00	54,000.00	0.00	75,994.25	74,005.75	
226		Park Dedication Acct 088L	\$0.00	0.00	0.00	808,240.44	-808,240.44	
227		Park Fees 346I	\$0.00	205,047.00	(2184.40)	1,691,399.03	-1,691,399.03	
228		District Reserve Acct	\$0.00	0.00	0.00	1,519,672.00	-1,519,672.00	

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - MARCH 2024						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator-Scott	143,469	11,601.38	79,535.53	63,933.47	55%
8	1110	Administrator - Larry	53,519	1,063.04	68,740.31	-15,221.31	128%
9	1110	Administrative Srv. Mngr.	83,748	6,445.24	61,209.78	22,538.22	73%
10	1122	Board of Directors	8,925	110.00	4,630.00	4,295.00	52%
11		Sub-Total	289,661	19,219.66	214,115.62	75,545.38	74%
12	1210	Retirement	24,745	0.00	15,919.82	8,825.18	64%
13	1220	OASDI	22,159	1,426.65	16,184.42	5,974.58	73%
14	1230	Insurance	33,755	3,189.68	17,055.41	16,699.59	51%
15	1240	Worker's Comp.	3,393	559.50	3,392.75	0.00	100%
16	1250	Unemployment	980	17.01	283.53	696.47	29%
17		Sub-Total	85,032	5,192.84	52,835.93	32,195.82	62%
18		TOTAL	374,693	24,412.50	266,951.55	107,742.20	71%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	1,600	0.00	469.38	1,130.62	29%
22	2022	Bks/Subs	150	0.00	150.74	-0.74	100%
23	2029	Bus Conf Exp	10,000	2,013.70	4,075.58	5,924.42	41%
24	2035	Educ/Trng	5,000	0.00	20.00	4,980.00	0%
25	2039	Empl Trans	2,000	0.00	0.00	2,000.00	0%
26	2051	Insurance	134,786	0.00	134,786.00	0.00	100%
27	2061	Memberships	13,000	0.00	12,142.00	858.00	93%
28	2076	Office Sups	11,700	838.76	10,810.77	889.23	92%
29	2081	Postage	2,750	0.00	2,070.30	679.70	75%
30	2085	Printing	700	129.30	703.32	-3.32	100%
31	2197	Tele & Teleg	16,000	1,467.39	12,826.07	3,173.93	80%
32	2261	Office Equip Mtn	9,000	0.00	5,271.14	3,728.86	59%
33	2275	Rents & Leases	9,484	622.21	7,776.18	1,707.82	82%
34	2332	Food Sups	2,700	81.89	2,122.03	577.97	79%
35	2444	Medical Supplies	500	0.00	328.55	171.45	66%
36	2505	Actg Svcs	34,250	0.00	24,343.52	9,906.48	71%
37	2531	Legal Svcs	10,000	577.50	5,235.61	4,764.39	52%
38	2591	Other Prof Svcs	32,603	333.99	27,004.45	5,598.55	83%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	0	0.00	0.00	0.00	0%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	6,500	138.01	3,831.33	2,668.67	59%
43		TOTAL	302,723	6,202.75	253,966.97	48,756.03	84%
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46	4202	Struct & Imp	353,624	11,269.14	191,099.37	162,524.63	54%
47	4303	Office Equipment	0	0.00	0.00	0	0%
48		TOTAL	353,624	11,269.14	191,099.37	162,524.63	54%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent- Rachel	86,400	6,649.24	52,635.12	33,764.88	61%
62	1110	Supervisor-Kayla	71,555	5,648.62	54,702.98	16,852.02	76%
63	1110	Rec. Coordinator - Chris	57,527	4,328.62	39,594.94	17,932.06	69%
64	1110	Rec Specialist - Luu	54,336	4,182.46	39,715.92	14,620.08	73%
65	1122	Part Time	218,875	14,515.52	128,218.66	90,656.34	59%
66	1122	Part Time Ases	0	0.00	0.00	0.00	0%
67		Sub-Total	488,693	35,324.46	314,867.62	173,825.38	64%
68	1210	Retirement	21,585	0.00	15,762.36	5,822.64	73%
69	1220	OASDI	37,385	2,671.98	23,935.46	13,449.54	64%
70	1230	Insurance	28,726	2,514.95	20,983.88	7,742.12	73%
71	1240	Worker's Comp	7,594	1,593.00	7,526.75	67.00	99%
72	1250	Unemployment	8,641	232.20	1,721.94	6,919.06	20%
73		Sub-Total	103,930	7,012.13	69,930.39	33,999.36	67%
74		TOTAL	592,624	42,336.59	384,798.01	207,825.74	65%
75							
76	SERVICES & SUPPLIES						
77	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
78	2022	Books/Subs	0	0.00	0.00	0.00	0%
79	2029	Business/Conf Exp	8,000	1,504.14	6,862.94	1,137.06	86%
80	2035	Educ/Trng	2,500	0.00	1,723.64	776.36	69%
81	2039	Empl Trans	2,000	364.56	1,220.07	779.93	61%
82	2061	Memberships	700	0.00	440.00	260.00	63%
83	2065	Film Svcs	0	0.00	0.00	0.00	0%
84	2076	Office Svcs	2,500	118.50	982.65	1,517.35	39%
85	2081	Postage	25,000	0.00	18,569.58	6,430.42	74%
86	2085	Printing	4,000	0.00	1,895.86	2,104.14	47%
87	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
88	2275	Rents & Leases	0	0.00	0.00	0.00	0%
89	2314	Clothing	3,000	0.00	2,551.32	448.68	85%
90	2332	Food	6,800	668.49	5,575.02	1,224.98	82%
91	2444	Med Svcs	1,000	14.99	516.72	483.28	52%
92	2591	Other Prof Svcs	5,000	327.32	4,651.31	348.69	93%
93	2851	Rec Svcs	28,000	1,935.47	16,304.61	11,695.39	58%
94	2852	Rec Svcs	18,000	1,090.62	10,797.90	7,202.10	60%
95	2871	Transportation	2,000	0.00	1,932.25	67.75	97%
96	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
97			108,500	6,024.09	74,023.87	34,476.13	68%
98							
99	4202	Struct & Imp	18,000	0.00	0.00	18,000.00	0%
100			18,000	0.00	0.00	18,000.00	0%
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115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott/Kurtis	98,820	6,263.38	51,443.17	47,376.83	52%
119	1110	Supervisor - Sergio	78,216	6,019.70	57,167.15	21,048.85	73%
120	1110	Superviosr - Kurtis/Shey	72,485	3,423.08	39,812.17	32,672.83	55%
121	1110	Mtnc Worker II - Steve	56,065	3,940.98	36,636.22	19,428.78	65%
122	1110	Mtnc Wkr-Eric/Shey	51,396	3,956.62	37,176.63	14,219.37	72%
123	1110	Mtnc Wkr-Rodney	13,828	0.00	0.00	13,828.00	0%
124	1110	Mtnc Wkr-Barry	48,972	3,770.16	35,796.52	13,175.48	73%
125	1110	Mtnc Wkr-Simmons	51,396	3,467.02	36,178.65	15,217.35	70%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Weekday & Weekend Bldg Monitor	31,824	2,626.00	23,797.88	8,026.12	75%
128		Sub-Total	503,003	\$ 33,466.94	318,008.39	184,994.61	63%
129	1210	Retirement	37,694	0.00	22,093.04	15,600.96	59%
130	1220	OASDI	38,480	2,473.76	23,859.02	14,620.98	62%
131	1230	Insurance	123,717	6,587.89	63,746.36	59,970.64	52%
132	1240	Worker's Comp.	44,653	10,874.50	44,652.75	0.00	100%
133	1250	Unemployment	2,205	42.02	940.63	1,264.37	43%
134		Sub-Total	246,749	19,978.17	155,291.80	91,456.95	63%
135		TOTAL	749,752	53,445.11	473,300.19	276,451.56	63%
136	SERVICES & SUPPLIES						
137	2029	Bus & Conf. Exp.	2,500	0.00	1,477.26	1,022.74	0%
138	2035	Educ/Trng	500	30.00	209.85	290.15	42%
139	2039	Empl Trans	250	0.00	0.00	250.00	0%
140	2061	Memberships	450	0.00	150.00	300.00	33%
141	2076	Office Sups	1,000	0.00	763.49	236.51	76%
142	2104	Agri/Hort	2,000	0.00	86.11	1,913.89	4%
143	2111	Bldg Mtnc Svc	2,500	885.36	1,897.78	602.22	76%
144	2112	Bldg Mtnc Sups	7,500	2,126.31	6,862.62	637.38	92%
145	2122	Chem Sups	2,500	0.00	850.07	1,649.93	34%
146	2131	Elec Sys SVC	4,000	0.00	4,050.00	-50.00	101%
147	2132	Elec Sys Sup	1,000	0.00	287.93	712.07	29%
148	2142	Land Imp Sup	20,000	1,048.55	15,033.71	4,966.29	75%
149	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
150	2162	Paint Sups	1,000	235.09	904.42	95.58	90%
151	2168	Plumbing Sups	8,000	3,288.05	4,334.55	3,665.45	54%
152	2191	Electricity	40,000	2,935.43	35,807.24	4,192.76	90%
153	2192	Natural Gas	5,000	1,682.53	3,992.19	1,007.81	80%
154	2193	Refuse	10,000	912.44	9,170.81	829.19	92%
155	2195	Sewage	5,000	-36.89	4,068.95	931.05	81%
156	2197	Tele/Teleg	3,000	96.68	860.74	2,139.26	29%
157	2198	Water	115,000	4,953.49	94,906.54	20,093.46	83%
158	2205	Auto Mtnc Svc	12,000	738.66	10,045.44	1,954.56	84%
159	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
160	2211	Constr Equip Svc	9,500	768.00	7,823.35	1,676.65	82%
161	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
162	2226	Expend Tools	4,000	140.02	3,942.62	57.38	99%
163	2236	Fuels & Lubes	16,000	242.00	1,977.00	14,023.00	12%
164	2275	Rents & Leases	17,000	800.33	8,905.95	8,094.05	52%
165	2281	Shop Equip Svc	1,200	0.00	559.05	640.95	47%
166	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
167	2292	Other Equip	10,000	0.00	4,900.75	5,099.25	49%
168	2314	Clothing	4,000	540.52	2,845.58	1,154.42	71%
169	2321	Cust Svc	0	0.00	0.00	0.00	0%
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	A	B	C	D	E	F	G
172	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
173	2322	Cust Sup	17,000	919.46	13,819.93	3,180.07	81%
174	2444	Medical Sup	300	0.00	317.69	-17.69	106%
175	2591	Other Prof Svc	85,000	1,988.72	62,907.09	22,092.91	74%
176	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
177		TOTAL	407,200	24,294.75	303,758.71	103,441.29	75%
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180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	60,000	0.00	39,900.00	20,100.00	67%
183	4202	Structures & Imp	40,000	2,258.76	3,285.41	36,714.59	8%
184	4303	Other Equip	55,000	0.00	0.00	55,000.00	0%
185			155,000	2,258.76	43,185.41	111,815	28%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231	SALARIES & BENEFITS						
232	1110	FULL TIME SALARIES	1,021,733	70,759.54	690,345.09	331,387.91	68%
233	1122	PART TIME SALARIES	259,624	17,251.52	156,646.54	102,977.46	60%
234	1210	RETIREMENT	84,024	0.00	53,775.22	30,248.78	64%
235	1220	OASDI	98,024	6,572.39	63,978.90	34,045.10	65%
236	1230	INSURANCE	186,198	12,292.52	101,785.65	84,412.35	55%
237	1240	WORKER'S COMP	55,639	13,027.00	55,572.25	67.00	100%
238	1250	UNEMPLOYMENT	11,826	291.23	2,946.10	8,879.90	25%
239	1000	SALARIES/BENEFITS	1,717,068	120,194.20	1,125,049.75	592,018.50	66%
240							
241	SERVICES & SUPPLIES						
242	2005	AD/LEGAL NOTICE	1,600	0.00	469.38	1,130.62	29%
243	2022	BOOKS/SUBS	150	0.00	150.74	-0.74	100%
244	2029	BUS/CONF EXP	20,500	3,517.84	12,415.78	8,084.22	0%
245	2035	EDUC/TRNG	8,000	30.00	1,953.49	6,046.51	24%
246	2039	EMPLOY TRANS	4,250	364.56	1,220.07	3,029.93	0%
247	2051	INSURANCE	134,786	0.00	134,786.00	0.00	100%
248	2061	MEMBERSHIPS	14,150	0.00	12,732.00	1,418.00	90%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	15,200	957.26	12,556.91	2,643.09	83%
251	2081	POSTAGE	27,750	0.00	20,639.88	7,110.12	74%
252	2085	PRINTING	4,700	129.30	2,599.18	2,100.82	55%
253	2104	AGRI/HORT	2,000	0.00	86.11	1,913.89	4%
254	2111	BLDG MTNC SVC	2,500	885.36	1,897.78	602.22	76%
255	2112	BLDG MTNC SUP	7,500	2,126.31	6,862.62	637.38	92%
256	2122	CHEM SUPS	2,500	0.00	850.07	1,649.93	34%
257	2131	ELEC MTNC SVC	4,000	0.00	4,050.00	-50.00	101%
258	2132	ELEC MTNC SUP	1,000	0.00	287.93	712.07	29%
259	2142	LAND IMP SUP	20,000	1,048.55	15,033.71	4,966.29	75%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	1,000	235.09	904.42	95.58	90%
262	2168	PLUMBING SUPS	8,000	3,288.05	4,334.55	3,665.45	54%
263	2191	ELECTRICITY	40,000	2,935.43	35,807.24	4,192.76	90%
264	2192	NATURAL GAS	5,000	1,682.53	3,992.19	1,007.81	80%
265	2193	REFUSE	10,000	912.44	9,170.81	829.19	92%
266	2195	SEWAGE	5,000	-36.89	4,068.95	931.05	81%
267	2197	TELE/TELEG	19,000	1,564.07	13,686.81	5,313.19	72%
268	2198	WATER	115,000	4,953.49	94,906.54	20,093.46	83%
269	2205	AUTO MTNC SVC	12,000	738.66	10,045.44	1,954.56	84%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	9,500	768.00	7,823.35	1,676.65	82%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	4,000	140.02	3,942.62	57.38	99%
274	2236	FUELS / LUBES	16,000	242.00	1,977.00	14,023.00	12%
275	2261	OFF EQUIP MTNC	9,000	0.00	5,271.14	3,728.86	59%
276	2275	RENTS/LEASES	26,484	1,422.54	16,682.13	9,801.87	63%
277	2281	SHOP EQUIP SVCS	1,200	0.00	559.05	640.95	47%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	10,000	0.00	4,900.75	5,099.25	49%
280	2314	CLOTHING	7,000	540.52	5,396.90	1,603.10	77%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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	A	B	C	D	E	F	G
286	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
287	2322	CUST SUP	17,000	919.46	13,819.93	3,180.07	81%
288	2332	FOOD SUPS	9,500	750.38	7,697.05	1,802.95	81%
289	2444	MED SUPS	1,800	14.99	1,162.96	637.04	65%
290	2505	ACCOUNT SVC	34,250	0.00	24,343.52	9,906.48	71%
291	2531	LEGAL SVC	10,000	577.50	5,235.61	4,764.39	52%
292	2591	OTHER PROF SVCS	122,603	2,650.03	94,562.85	28,040.15	77%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	0	0.00	0.00	0.00	0%
295	2851	RECREATION SVC	28,000	1,935.47	16,304.61	11,695.39	58%
296	2852	RECREATION SUP	18,000	1,090.62	10,797.90	7,202.10	60%
297	2871	TRANSPORTATION	2,000	0.00	1,932.25	67.75	97%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	6,500	138.01	3,831.33	2,668.67	59%
300	2000	SERVICES/SUPPLIES	818,423	36,521.59	631,749.55	186,673.45	77%
301							
302	FIXED ASSETS						
303	4201	Building IIM	60,000	0.00	39,900.00	20,100.00	0%
304	4202	STRUCT & IMP	411,624	13,527.90	194,384.78	217,239.22	0%
305	4303	EQUIPMENT	55,000	0.00	0.00	55,000.00	0%
306	4000	FIXED ASSETS	526,624	13,527.90	234,284.78	292,339	0%
307							
308							
309	1000	SALARIES & BENE	1,717,068	120,194.20	1,125,049.75	592,018.50	66%
310							
311	2000	SERVICES & SUPP	818,423	36,521.59	631,749.55	186,673.45	77%
312							
313	4000	FIXED ASSETS	526,624	13,527.90	234,284.78	292,339	44%
314							
315		CONTINGENCY	150,000	0.00	21,994.25	128,005.75	15%
316							
317		RESERVE	88,744	0.00	0.00	0.00	0%
318							
319							
320		TOTAL	3,300,859	170,243.69	2,013,078.33	1,199,037	61%
321							
322							
323							
324							
325							
326							
327							
328							
329							
330							

NORTH HIGHLANDS RECREATION & PARK DISTRICT
CFD BILLING REPORT APRIL 2024
(Bills paid in March 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA		\$ -
1230	Insurance	CALIFORNIA CHOICE	Apr-24	\$ 1,068.46
1230	" " "	COPOWER	Apr-24	\$ 85.50
1240	" " "	CAPRI	4th Qtr	\$ 1,310.25
	Total			2,464.21
 <u>SERVICES & SUPPLIES</u>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 37.84
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 37.84
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ -
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 117.31
2198	" " "	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 117.54
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 67.11
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 67.53
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 111.38
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 111.34
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 109.71
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 111.31
2236	Fuel & Lube	C.U.S.D.	Fuel Oct - Dec 2023	\$ 500.00
2591	Other Prof Serv.	SCI Consulting Group	Administration Service (CFD)	\$ -
	TOTAL			1,388.91
 <u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
 Total District Salaries (MARCH 2 PAY DAY) \$ 5,378.62				
Total District EDD (MARCH 2 PAY DAY) \$ 22.75				
Total District OASDI (MARCH 2 PAY DAY) \$ 411.47				
\$ 5,812.84				
 DISTRICT TOTALS				 \$9,665.96

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 - MARCH 2024						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	TAXES							
6	9101	Prop Tax - Secured	\$0.00	0.00	0.00	0.00	0.00	
7	9102	Prop Tax - Unsec	\$0.00	0.00	0.00	0.00	0.00	
8	9103	Supp Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
9	9104	Prop Tax Sec Delinquent	\$0.00	0.00	0.00	0.00	0.00	
10	9105	Prop Tax Supp Delinquent	\$0.00	0.00	0.00	0.00	0.00	
11	9106	Prop tax Unitary	\$0.00	0.00	0.00	0.00	0.00	
12	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
13	9130	Prop Tax - Prior Unsec	\$0.00	0.00	0.00	0.00	0.00	
14	9140	Prop Tax - Pently	\$0.00	0.00	0.00	0.00	0.00	
15	9196	RDA Residual	\$0.00	0.00	0.00	0.00	0.00	
16		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
17								
18	INTEREST INCOME							
19	9410	Interest Income	\$300.00	0.00	0.00	705.00	-405.00	
20		TOTAL	\$300.00	0.00	0.00	705.00	-405.00	235%
21								
22	USE OF MONEY/PROPERTY							
23	9522	Homeowner Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
24		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
25								
26	IN LIEU TAX							
27	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
28		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
29								
30	MISC. Revenue							
31	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
32		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
33								
34	AID TO LOCAL GOVERNMENT							
35	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
36		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
37								
38	REDEVELOPMENT FUNDS							
39	9533	Redevelopment funds	\$0.00	0.00	0.00	0.00	0.00	
40		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
41								
42	STATE AID							
43	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
44		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
45								
46	SPECIAL ASSESSMENT							
47	9603	Special Assessment	\$132,085.00	0.00	0.00	68,334.02	63,750.98	
48		TOTAL	\$132,085.00	0.00	0.00	68,334.02	63,750.98	52%
49								
50	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
51								
52	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
53	9410	Interest Income	\$300	0.00	0.00	705.00	-405.00	0%
54	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
55	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
56	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
57	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
58	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
59	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
60	9603	Special Assessment	\$132,085	0.00	0.00	68,334.02	63,750.98	52%
61								
62		TOTAL	\$132,385	0.00	0.00	69,039.02	63,345.98	52%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$52,643	0.00	0.00	0.00	52,643.00	0%
66								
67		TOTAL BUDGET	\$185,028	0.00	0.00	\$69,039	115,988.98	37%
68								
69								
70		Total Revenue		0.00				
71								
72		Contingency	\$20,000.00	10,000.00	0.00	11,154.75	8,845.25	56%
73								
74								
75								

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2	EXPENDITURE REPORT MARCH 2024						
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	1,500	0.00	1,500.00	0.00	100%
9	2591	Other Prof Svcs	9,902	0.00	9,409.04	492.96	95%
10		TOTAL	11,602	0.00	11,109.04	492.96	96%
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	A	B	C	D	E	F	G
58	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
59	MAINTENANCE						
60	SALARIES & BENEFITS						
61	1110	Mtnc Wkr-	37,568	3,956.62	37,567.89	0.11	100%
62	1122	PT Wkr-Seasonal	12,000	1,422.00	10,218.00	1,782.00	85%
63		Sub-Total	49,568	\$ 5,378.62	47,785.89	1,782.11	96%
64	1210	Retirement	3,005	0.00	3,005.43	-0.43	100%
65	1220	OASDI	3,792	411.47	3,655.62	136.38	96%
66	1230	Insurance	9,623	1,153.96	9,438.26	184.74	98%
67	1240	Worker's Comp.	6,397	1,310.25	6,395.75	1.00	100%
68	1250	Unemployment	490	22.75	216.27	273.73	44%
69		Sub-Total	23,308	2,898.43	22,711.33	596.42	97%
70		TOTAL	72,875	8,277.05	70,497.22	2,377.53	97%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	2,000	0.00	0.00	2,000.00	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	1,600	0.00	0.00	1,600.00	0%
76	2191	Electricity	900	75.68	662.18	237.82	74%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	40,000	813.23	18,310.40	21,689.60	46%
79	2205	Auto Mtnc Svc	750	0.00	250.00	500.00	33%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	124.87	175.13	42%
82	2236	Fuels & Lubes	2,000	500.00	1,500.00	500.00	75%
83	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	300	0.00	149.03	150.97	50%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	100	0.00	72.70	27.30	73%
88	2591	Other Prof Svc	1,000	0.00	0.00	1,000.00	0%
89		TOTAL	52,050	1,388.91	21,069.18	30,980.82	40%
90							
91							
92	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
93	FIXED ASSETS						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	9,000	0.00	0.00	9,000.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			9,000	0.00	0.00	9,000.00	0%
98							
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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	37,568	3,956.62	37,567.89	0.11	100%
117	1122	PART TIME SALARIES	12,000	1,422.00	10,218.00	1,782.00	85%
118	1210	RETIREMENT	3,005	0.00	3,005.43	-0.43	100%
119	1220	OASDI	3,792	411.47	3,655.62	136.38	96%
120	1230	INSURANCE	9,623	1,153.96	9,438.26	184.74	98%
121	1240	WORKER'S COMP	6,397	1,310.25	6,395.75	1.00	100%
122	1250	UNEMPLOYMENT	490	22.75	216.27	273.73	44%
123	1000	SALARIES/BENEFITS	72,875	8,277.05	70,497.22	2,377.53	97%
124							
125		SERVICES & SUPPLIES					
126	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
127	2104	AGRI/HORT	2,000	0.00	0.00	2,000.00	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	1,600	0.00	0.00	1,600.00	0%
131	2191	ELECTRICITY	900	75.68	662.18	237.82	74%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	40,000	813.23	18,310.40	21,689.60	46%
134	2205	Auto Mtnc Svc	750	0.00	250.00	500.00	33%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	0.00	124.87	175.13	42%
137	2236	FUELS / LUBES	2,000	500.00	1,500.00	500.00	75%
138	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	300	0.00	149.03	150.97	50%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	100	0.00	72.70	27.30	73%
143	2505	Accounting	1,500	0.00	1,500.00	0.00	100%
144	2591	OTHER PROF SVCS	10,902	0.00	9,409.04	1,492.96	86%
145	2000	SERVICES/SUPPLIES	63,652	1,388.91	32,178.22	31,473.78	51%
146							
147		FIXED ASSETS					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	9,000	0.00	0.00	9,000.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
152							
153							
154	1000	SALARIES & BENE	72,875	8,277.05	70,497.22	2,377.53	97%
155							
156	2000	SERVICES & SUPP	63,652	1,388.91	32,178.22	31,473.78	51%
157							
158	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
159							
160		CONTINGENCY	20,000	1,154.75	1,154.75	18,845.25	0%
161			0				
162		RESERVE	30,656	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	196,183	10,820.71	103,830.19	61,697	53%
166							
167							
168							
169							

North Highlands Recreation and Park District
Board Agenda

To: Crystal Harding, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: April 11, 2024

Subject : Sierra Creek Park Status Update

Background

The design and construction progress at Sierra Creek has been subjected to numerous delays over the past several months. Issues with protection of rare species of native plants, design modifications to move planned park components out of the flood zone and the size of the flood plane itself have taken many months to address.

Discussion

I am happy to report that Karen Folsom from O'Dell Engineering is now prepared to submit a Non-Discretionary Design Review Application Form to the Sacramento County Planning Department. Once reviewed and approved by the County, the next phase of the project, including final design approval, initiating the formal bid process and selection of a construction firm to build the park can commence. I have included several select renderings from O'Dell Engineering that will be part of the application packet to be submitted to Sacramento County Planning.

In addition to the information above, I can share with you that staff has approached Center Unified School District to discuss opportunities and methods to share more regular updates with the residents around the park boundaries (school announcements, flyer distribution, presenting to the PTO at Spinelli Elementary School, presenting to the School District Board to name a few). Also, required signage informing the general public of the pending project has been ordered and is being fabricated. The signage will front the park property on Watt Avenue, providing visual confirmation the project is progressing.

Recommendation

Information only, no action required at this time. The Board can expect much more frequent and comprehensive updates as the project finally moves into the next phase of development.

SIERRA CREEK PARK

North Highlands Recreation and Park District

Major Design Review Materials Boards

Illustrative Site Plan

LEGEND

- 1 Project Boundary
- 2 Sierra Creek
- 3 Existing Fence
- 4 Informational Picnards
- 5 Park Fence w/ Pillars
- 6 Pedestrian Pathway
- 7 Art Seawalls
- 8 Bridge
- 9 Children's Playground
- 10 Community Garden
- 11 Non-irrigated Hydroseed
- 12 Park Restroom
- 13 Parking Lot
- 14 Picnic Area and Shade Structure
- 15 Turf Area
- 16 Performance Stage with Lawn Seating



SIERRA CREEK PARK

North Highlands Recreation and Park District

Major Design Review Materials Boards

Illustrative Site Elevations



Amphitheater & Stage



Playground & Embankment

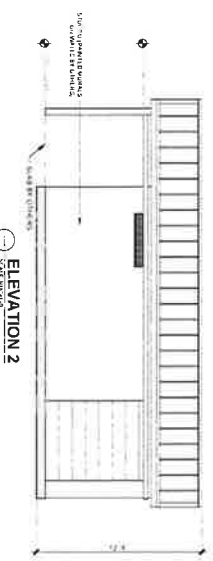
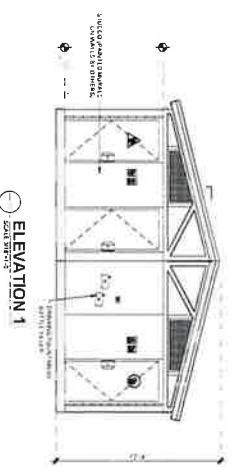
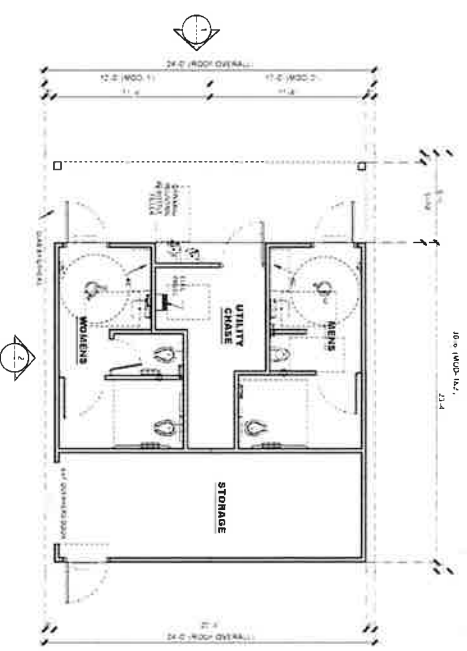


Restroom and Group Picnic Area

SIERRA CREEK PARK

North Highlands Recreation and Park District

Public Restroom with Mural



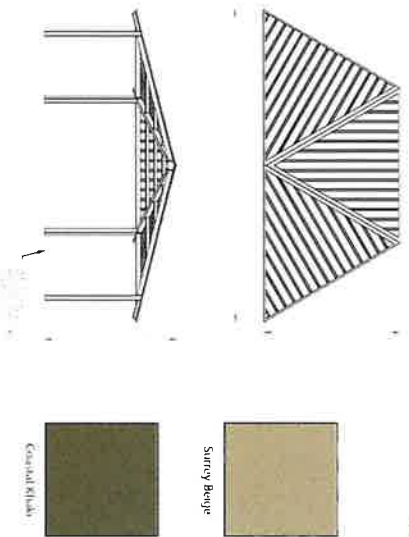
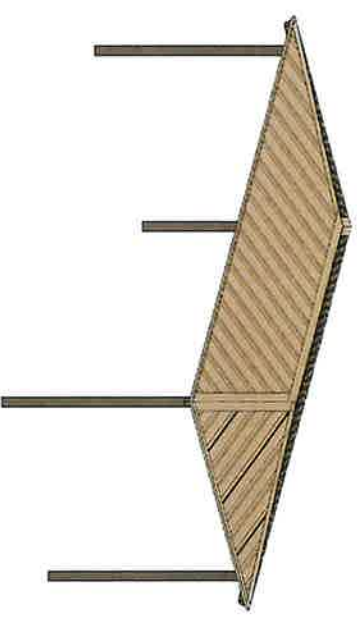
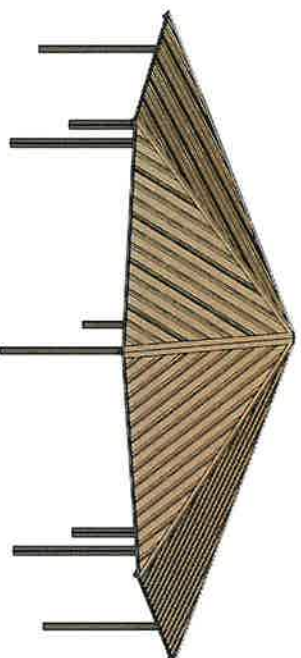
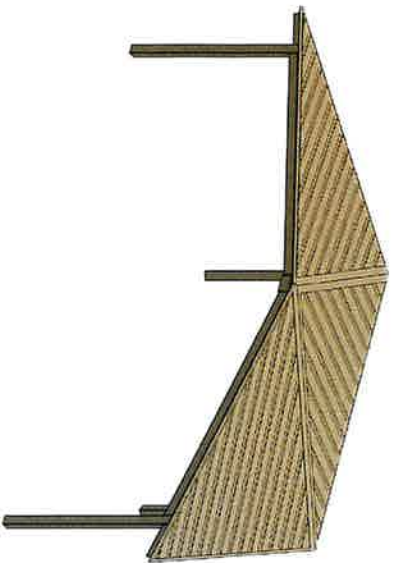
Major Design Review Materials Boards

SIERRA CREEK PARK

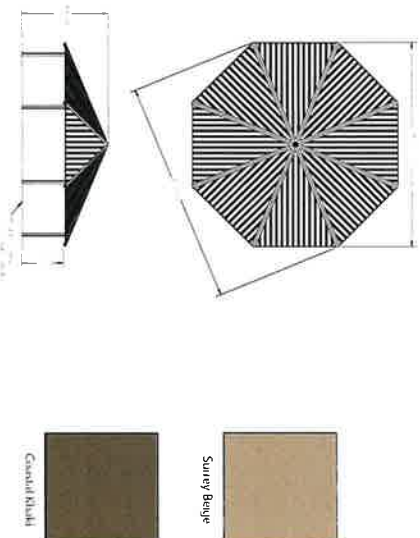
North Highlands Recreation and Park District

Major Design Review Materials Boards

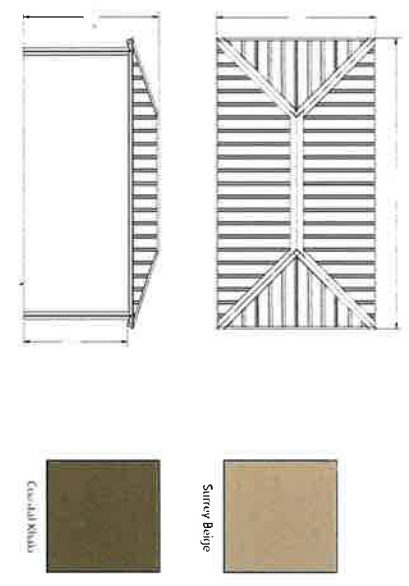
Shade Structures



Shade Structure at Stage



Shade Structure at group Picnic Area



Shade Shelter at Community Garden

SIERRA CREEK PARK

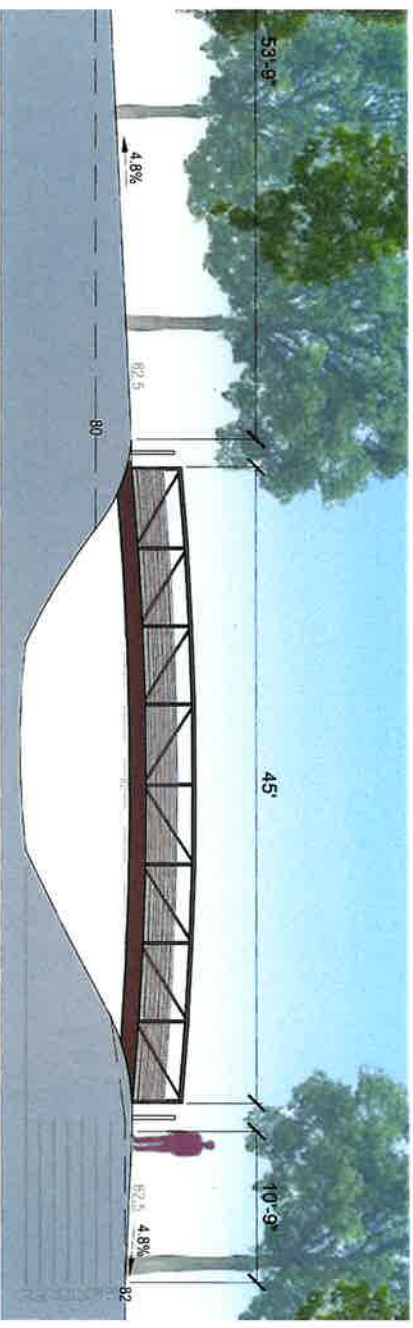
North Highlands Recreation and Park District

Major Design Review Materials Boards

Site Features - Bridge, Fence, & Pilasters



Pedestrian Bridge - Arch Designed to be fully Accessible



Tubular Steel Fence & Pilasters - 4' height



NOTE:
PILASTERS TO BE
LOCATED AT KEY
LOCATIONS SUCH AS
ENTRY POINTS TO
THE PARK.

SIERRA CREEK PARK

North Highlands Recreation and Park District

Major Design Review Materials Boards

Interpretive Signage



SIERRA CREEK PARK

North Highlands Recreation and Park District

Major Design Review Materials Boards

Site Features - Pre-Cast Concrete



Bench



Bench - Backless



Picnic Table



ODC
Padre



Cornhole Game



Game Table

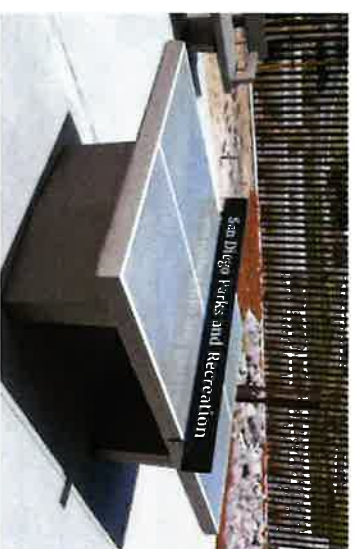


Table Tennis

SIERRA CREEK PARK

North Highlands Recreation and Park District

Major Design Review Materials Boards

Site Features and Finishes



Bike Rack



Color:
Sudon
(Taupe)



Drinking Fountain



Trash & Recycling Receptacles



Color: Green



Pet Station



Color: Green



BBQ Grill

Color: Black



Decomposed Granite / Gold Fines



Colored Concrete



Adobe
61078

