

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

AGENDA

Regular Meeting of the Board of Directors

July 8, 2021 6:30 p.m. - Regular Meeting

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

Phone: (916) 332-7440

WWW.NHRPD.ORG

1. **CALL MEETING TO ORDER**

2. **APPROVAL OF MINUTES**

A. Minutes June 10, 2021 Regular Meeting

3. **CHAIRPERSON'S REPORT**

4. **COMMENTS FROM BOARD MEMBERS**

5. **REPORTS FROM STANDING COMMITTEES:**

Budget, Finance & Audit: Chairperson Patrick Williams; Member Crystal Harding

Facility Development: Chairperson Beau Reynolds; Member Crystal Harding

Personnel and Policy: Chairperson Patrick Williams; Member Max Semenenko

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

6. **ADMINISTRATOR'S REPORT**

A. California Association of Recreation and Park Districts (CARPD) Conference 2021 Award of Distinction of OUTSTANDING INNOVATION for the North Highlands Recreation and Park District's Distance Learning Program.

B. 2021 California Association of Recreation and Park Districts (CARPD) Annual Conference: Monterey, CA June 22-26.

C. California Association for Park and Recreation Indemnity (CAPRI) – 2021 CAPRI DISTRICT SAFETY AWARD: In Recognition of Outstanding Performance Awarded to: North Highlands Recreation and Park District.

D. Recreation Report

E. Park and Facility Maintenance Report

F. Budget Narrative Report

7. **CORRESPONDENCE**

A. Letter dated 6/4/21 from Ben Lamera, Director of Finance for County of Sacramento re: Election of the Special Districts Representative for the Sacramento County Treasury Oversight Committee.

8. **COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS**

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

Board may use his or her discretion in waiving this policy. The Board of Directors limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. Except for public hearings, comments from the public shall not be received until after completion of Board Discussion and deliberation, and just before final action or completion of the Agenda item. The Board of Directors cannot take action on any unscheduled matter.

9. **UNFINISHED BUSINESS**

None

10. **NEW BUSINESS**

A. **Board of Directors: Filling a Board Vacancy by Appointment**
Board discussion/action to appoint a new Director.

B. **Resolution #603 – Authorizing The Levy of Special Taxes within Community Facilities District No. 2016-01 (Elverta Park for Fiscal Year 2021-2022)**
Board discussion/action to approve Resolution #601.

C. **Senate Concurring Resolution No. 52 – Relative to California Parks and Recreation Professionals Month**
Board action to accept Senate Concurring Resolution No. 52 into record.

D. **Election of Vacant Board Officer position for the 2021 Calendar Year**
Board action to elect a board officer for the vacant Vice Chairperson position for the 2021 Calendar Year.

E. **Sacramento County Treasury Oversight Committee: Election of the Special District's Representative**
Board discussion/action in nominating a Board Member for the Sacramento County Treasury Oversight Committee.

11. **PAYMENT OF THE BILLS**

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

12. **ADJOURNMENT**

13. **DATE, TIME, AND PLACE OF NEXT MEETING**

The next regular meeting of the Board of Directors will be on August 12, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands.

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

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Hybrid Meeting
(In-Person and Zoom)**

Date: June 10, 2021

Time: 6:30 p.m.

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

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

Members Absent: None

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

Guests Present: John Berchielli, Dane Wadle

CALL MEETING TO ORDER:

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

APPROVAL OF MINUTES:

6/1/21

Motion by Board Member Reynolds seconded by Board Member Harding that the Board of Directors approves the Minutes of the Regular Meeting of May 13, 2021.

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

CHAIRPERSON'S REPORT:

Chairperson Williams asked Administration Mazzuca about the two full-time positions that are open, and could a board member sit in on the interview?

Administrator Mazzuca stated that while this hasn't been the recent practice having a Board Director sit in or participate on an interview panel, it would be permissible.

Chairperson Williams stated that due to the recent resignation of a Board Director, and in following past practice, he, as Chairperson, would assume that board members place on the board committees he previously served. Therefore, he will take the position on the Budget, Finance & Audit and Personnel and Policy Committees

COMMENTS FROM BOARD MEMBERS:

Board Member Reynolds asked the Chair if the District would fill the current Vice Chair vacancy. Chairman Williams responded affirmative and said that it would be placed on the July board agenda.

Board Member Harding wanted to acknowledge pride month, June 2021, and stated she is really excited about the upcoming summer youth programs.

Board Member Reynolds stated that the month of June is also a celebration of Juneteenth.

REPORTS FROM STANDING COMMITTEES:

Budget, Finance & Audit: Chairperson Patrick Williams; Member Crystal Harding – under new business

Facility Development: Chairperson Beau Reynolds; Member Crystal Harding

Personnel and Policy: Chairperson Patrick Williams; Member Max Semenenko

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

ADMINISTRATOR'S REPORT:

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

- Sarah wanted to thank Board Member Harding for her donation of ice cream to the Distant Learning program students and staff.
- Sarah shared a Distance Learning Program Year Book with the Board.

Chairperson Williams asked about Twin Rivers Unified School District Expanding Learning Program Representative Jenelle quality assurance assessment, what do they look for?

Sarah stated that there is a 12 step quality assurance that we have to follow, here are a few.

- Student feedback
- Parents feedback
- Enrichment
- Staff ratio
- Behavioral management

Chairperson Williams's congratulation Sarah and Rachel for getting program for getting the DLP students from 60% to 70%.

Board Member Harding asked Sarah for information on Summer Camp and Child Action. Sarah replied that Child Action is a State of California program that includes:

- State funding program for families
- District Fee Structures are provided to Child Action
- Paperwork is provided to the District for children who will be participating in the program

- The District receives payment from Child Action for the participants.

Board Member Harding asked how many students from Expanding Learning are in the Summer Camp?

Sarah stated that there is one (1) at the moment.

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

- Scott reported that the sign board has final approval from the Planning Department. Should be installed by the end of the Fiscal Year.

Report by Administrator Mazzuca for budget narrative report was presented with no Board comments:

- Larry stated revenues and expenditures are all operating within the approved budget.

CORRESPONDENCE:

- A. Administrator Mazzuca reported on the letter from CARPD RE: 2021 CARPD Awards of Distinction Outstanding Innovation for the District's Distant Learning Program. The Award will be presented at the Monterey Conference in a week.

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. California Special District Association (CSDA) May/June 2021 COVID-19 Relief Funding Update Presentation
Senior Field Coordinator Sierra Network Dane Wadlé for CSDA made a presentation about CSDA, with regards to COVID-19 Relief Funding.
- B. Board Member Resignation Letter
Administrator Mazzuca reported that former Board Member, Alan Matré, sent an emailed to Chairperson Williams in the form of a resignation letter (effective immediately) as he and his wife had made the decision to move closer to where their children are now living. Those who previously worked with Alan know of his contributions to the board and community, and that he will be missed.

6/2/21

Motion by Board Member Semenenko seconded by Board Member Reynolds that the Board of Directors approve Board Member Matré resignation letter.

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

- C. Resolution #601 Approval of the 2021/2022 Fiscal Year Preliminary Budget
Budget, Finance & Audit Chairperson Williams without Board Comments reported on the Fiscal Year 2021/22 Preliminary Budget.

Administrator Mazzuca reported without Board Comments important changes to the FY2021/22 Preliminary Budget:

- Full-time employees will receive a 3% COLA (Cost of Living Adjustment)
- The District will fill the vacant Office Assistant Position
- The Office Assistant Position has been transferred from the Administration to the Recreation Division.
- Part-time employee will receive a minimum wage salary adjustment to \$15.00 per hour effective 1/1/22.
- The \$40,000 loan made from the General Fund budget to the Community Facilities District No. 2016-1 Elverta Park (Cherry Blossom Park) budget in November 2020 has been fully repaid to the General Fund.
- The District anticipates a FY2020/21 Carry-Over fund amount exceeding \$308,500 into FY2021/22. Carry-Over funds include excess revenues and underspent division budgeted funds.
- The District anticipates the Developer Impact Fee Amount to exceed \$1,239,181. These are restricted funds.
- The District anticipates its annual Reserve Account (AKA Savings account) to be approximately \$976,117. This does not include the \$150,000 Contingency Fund which is included in the budget.
- The District anticipate hearing from State Parks regarding its Prop 68 grant application sometime in summer 2021. If the District is awarded this grant (\$2.8 million), the process of developing Sierra Park will begin sometime in fall 2021.

6/3/21

Motion by Board Member Reynolds seconded by Board Member Semenenko that the Board of Directors approves Resolution #601 FY2021/2022 Preliminary Budget in the amount of \$2,406,205.

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

- D. Resolution #602 Approval of the 2021/2022 Fiscal Year North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park Preliminary Budget

Administrator Mazzuca reported on FY2021/22 Fiscal Year North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park (Cherry Blossom) Preliminary Budget.

6/4/21

Motion by Board Member Harding seconded by Board Member Reynolds that the Board of Directors approves Resolution #602 FY2021/22 North Highlands Recreation and Park District Community Facility District No. 2016-01 Elverta Park Preliminary Budget (Cherry Blossom Park) in the amount of \$148,063.

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

PAYMENT OF BILLS

Payment of bills for the Month of June 2021 for the District and Cherry Blossom Park was presented with Board comments.

6/5/21

Motion by Board Member Semenenko seconded by Board Member Harding that the Board of Directors approves payment of the District's May 2021 bills.

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

6/6/21

Motion by Board Member Matré seconded by Board Member Semenenko that the Board of Directors approves payment of Cherry Blossom's May 2021 bills.

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

ADJOURNMENT

Chairperson Williams adjourned the meeting at 7:49 p.m.

DATE, TIME AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on July 8, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA

Signature

Signature

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

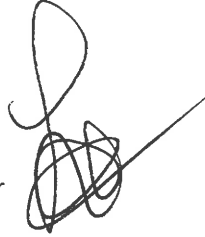
BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: California Association of Recreation and Park Districts (CARPD) Conference 2021 Award of Distinction for OUTSTANDING INNOVATION for the North Highlands Recreation and Park District's Distance Learning Program



BACKGROUND

Earlier this year, CARPD announce that they were accepting Recreation and Park District nominations for its 2021 Awards for Excellent in the Field of Recreation and Parks. Winners would be recognized at the Annual CARPD Conference in Monterey, June 22-26, 2021. There are nearly seventy Recreation and Park Special Districts in California.

In May 2021, the North Highlands Recreation and Parks District received notification from CARPD that our district had been selected to receive the **CARPD Award of Distinction for "Outstanding Innovation" for its Distance Learning Program.**

DISCUSSION

On behalf of the NHRPD, I'd like to share with the Board of Directors and the North Highlands community, an excerpt from the awards submittal and presentation:

North Highlands Recreation and Park District: Distance Learning Program

OUTSTANDING INNOVATION

Like many districts, the North Highlands Recreation and Park District closed its offices, cancelled its recreation programs, activities, services and rentals in March 2020 due to the Covid-19 pandemic. With local school districts struggling to find an education model that would help meet the needs of its students in the North Highlands community, the North Highlands Recreation and Park District staff, specifically Sarah Musser and Rachel Robertson, proposed an idea of partnering with the Twin Rivers Unified School District by offering a Distance Learning Program at the NHRPD's community center. The goal was to provide an in-person program to the most impacted students in our community; homeless, foster youth, students of single low income parents, and children of essential workers.

This effort resulted in a fully subsidized, full day school support program for students that did not have resources to be successful under an “at home” distance learning program model. The NHRPD and TRUSD pilot program has proved to be so successful and well-received, that the school district used this model to find other partners in the community to expand this offering to other parts of its district.

In addition to the program being fully funded by the school district, recreation and park district staff were able to enlist support from the school district’s nutrition services department to provide daily breakfast, lunch and supper for each student, as well as fresh produce bags to take home to their families. Over the course of this nearly twelve month program, additional services have been brought in to support students in other areas of their lives such as fire safety demonstrations, local law enforcement presentations, STEM (Science, Technology, Engineering, and Mathematics) presentation, holiday celebrations and much more.

Additional Information:

While this program was funded by the TRUSD, the North Highlands Recreation and Park District staffed, operated, and managed this program five days a week, nine hours a day from August 2020 through early June 2021.

During this past school year, Distance Learning staff and participants were held to the highest safety standards, which all of us are aware changed almost daily as a result of COVID-19. Each day, the district’s park personnel started their work day at the community center well before the students and staff arrived, to clean and sanitize the facility top to bottom. The work they performed was often unseen by others, but noticed by many.

As the District’s Administrator, I couldn’t be more proud of my staff and thrilled that they met this unbelievable challenge head on while ensuring that the educational and social needs of many underserved and “at risk” students in the North Highlands community were met. And, a special “thank you” goes out to our program partner, the Twin Rivers Unified School District.

Last, but not least, I would like to offer my deepest appreciation to the NHRPD Board of Directors, past and present, who have supported this program from beginning to end.

At this time, I’d like to share the CARPD award with Board Chairperson, Pat Williams, who will read the award description. Afterwards, we will take a group photo for the district’s website.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: 2021 California Association of Recreation and Park Districts (CARPD)
Annual Conference: Monterey, CA June 22-26

Board Directors Reynolds, Semenenko and Harding, along with Administrator Mazzuca, recently attended the Annual CARPD Conference in Monterey, CA.

Board and staff may want to take a few minutes to share with the rest of the board, as well as the public, their experience and knowledge gained from attending the conference.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021



SUBJECT: California Association for Park and Recreation Indemnity (CAPRI)

2021 CAPRI DISTRICT SAFETY AWARD: In Recognition of Outstanding Performance
Awarded to: North Highlands Recreation and Park District

BACKGROUND

The California Association for Park and Recreation Indemnity (CAPRI) performs a safety visit to member districts approximately every 18 months. The Ted Winslow Safety Award is given to districts who score above 90%.

DISCUSSION

The CAPRI Safety Visitation Program emphasizes risk management, loss prevention, and employment practices. The District Visit consisted of reviewing documentation pertaining to the categories in the report and a walk-through visit and survey of district parks and facilities.

Overall, the North Highlands Recreation and Park District received an EXCELLENT rating with a score of 96%. The district received a lower score in the ADA category because it does not have an updated ADA self-assessment study.

The 2021 CAPRI Safety Visit represents the fourth straight EXCELLENT rating that the North Highlands Recreation and Park District has received.

Categories evaluated include:

- District Safety Committee (quarterly meetings)
- ADA – American’s With Disabilities Act
- Employment Screening and Review
- Employee Entrance Medical Examination (post-offer, pre-placement medical exam)
- Employee Job Descriptions
- Volunteer (health and safety training and volunteer log)
- Participant Agreement, Waiver, and Release Forms
- Facility Use Agreements
- Parks and Facilities (maintenance and care)
- Inspection and Maintenance (regular maintenance system that includes inspection of facilities)

- District Swimming Pools (none)
- Injury & Illness Prevention Program (IIPP)
- Life Safety (safety data sheets located in appropriate sites, emergencies kits available, fire lanes clear of obstacles and completion of a PPE assessment)
- Legal & Employment (contract for legal services/counsel and CAPRI Labor Law/Employment Services)
- Sites Visited: District Office Complex, Capehart Community Center, Cherry Blossom Park, Sierra Creek Park, Freedom Park, Karl Rosario Park and Strizek Park

CAPRI Safety Analyst: Kirk Andre

RECOMMENDATION

Funding for the ADA self-assessment study has been included in the FY 2021-2022 District Operations Budget. Staff is in the process of contracting for this study with Disabilities Access Consultants (DAC) and have already attended a number of DAC's ADA compliance workshops.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Sarah Musser, Recreation Superintendent
DATE: July 8, 2021
SUBJECT: Recreation Division Report

Expanded Learning Afterschool Program

- Staff hosted a week-long party celebration for students during the last week of school.
 - Edible cookie dough activity, award ceremony where every student got an award, movie day & snack packs, and student choice activities.
- Wrapped up attendance and staff hours on Procure for the year.
- Starting the program transition phase that includes inventory, supply clean-up, closet reorganization, assisting with enrollment, and setting up meetings with the Principal and Vice Principal.
- Still waiting to hear back from TRUSD regarding the RFP submission for the 2021/2022 school year.

Distance Learning Support Program

- Staff hosted a year-end party for the students that included a BBQ, games, water activities, make your own slime station, raffle prizes for every student, DJ Kyshaun, picture power point, and individual awards for every student.
 - All staff, a few former staff members, and FC Joyce faculty and administration came to support students.
- Staff was also awarded a with an after-hours year-end appreciation party with raffle prizes and food as a thank you for all their hard work throughout the year.

Summer Kids Camp

- Staff training was held and covered running camp games & scenarios, safety training (including summer specific safety), general expectations, schedules, daily tasks & flow, etc.
- Registration is open and continues to do well!
 - Week 1 – 15 participants, Week 2 – 16 participants, Week 3 – 15 participants

Senior Programs

- Harvest Time – senior social group that meets on Thursdays from 9:30am-1:00pm
 - Staff met with Lyla Hanson, Senior Coordinator, to begin plans for the return of Harvest Time.
 - The first day of programming will be August 19.
 - The program will be relatively the same, however, a few COVID-19 related concerns will inevitably change a few aspects.
- BINGO – adult group of BINGO players that meets on Tuesdays from 9:00am-11:00am
 - First day of programming will be August 17
- Senior Movie Day – movie day for seniors held on the 1st & 3rd Wednesdays from 10:30am-1:00pm
 - First day of programming will be September 1
 - This program was previously held on Mondays but was changed per advice from Lyla

Park Spotlight Program

- Two Spotlight Series programs ran in June (Cherry Blossom: June 19 & Larchmont Park: June 26)
- There were two participants at the Cherry Blossom Park session and six at Larchmont Park session
- Received a scholarship from Michael Baker to sponsor eight participants
- Featured crafts included: watercolor art, oil pastels, silhouettes, friendship bracelets, toilet paper knitting, etc.
- Featured games/activities included: four corners, sack races, astronaut dodgeball, etc.

Office Assistant Position

- Received 324 applicants for this position
- Staff is working to make final decisions and contact applicants that will be invited in for interviews
- Interviews will be held on July 14

Future Programming

- Staff set dates for future programming
 - Youth Open Gym (July 12, 19, 26)
 - Youth 3v3 Basketball League (August 7, 14, 21, 28)
 - Fall Community Yard Sale (September 11)
 - Halloween Extravaganza & Costume Parade (October 16)
 - Fall Break Camp (November 22-24)
 - Community Holiday Party (December 4)
 - Winter Break Camp (December 20-23)

CARPD Conference

- Recreation staff would like to thank the Board of Directors and Larry for allowing the Recreation Division to attend the CARPD Awards Banquet to accept the Award of Distinction for Outstanding Innovation for the Distance Learning Program.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Larry Mazzuca, District Administrator
From: Scott Graham, Park and Maintenance Superintendent
Date: July 8, 2021
Subject: Park/Maintenance Report

PARK MAINTENANCE UPDATE:

- Completed multiple irrigation repairs (broken sprinkler heads, valves, booster pumps) at Freedom, Cherry Blossom, Memorial, Strizek, Brock, Planehaven and Ridgepoint parks.
- At Capehart and Futures roses and/or shrubs were pruned.
- All picnic spots at Freedom Park were pressure washed.
- Painting of park signs, irrigation boxes and posts was completed at various District facilities.
- Weekly mowing edging, trimming and pruning of all District parks and facilities, including the streetscapes at Elverta Park housing community.

FACILITY MAINTENANCE UPDATE:

- The climbing apparatus at Memorial Park was repaired. Several rope covers were missing or damaged.
- Picnic sites at Freedom Park had new identification signage installed.
- The Rock Climber at Freedom Park was repaired after the lower rope was damaged. The rope was under warranty and replaced at no cost to the District. Also, the drinking fountains near the basketball court were repaired.

INCIDENT/ACCIDENT REPORT UPDATE:

- The following Incident Reports were submitted in June:
 - During Day Camp one of the children made an errant toss of a soft covered ball and damaged a window. That window and five others previously damaged will be replaced in early July.
 - Unknown subjects drove on the turf area next to the gazebo at Capehart and caused damage to the turf. Staff repaired the turf as best they could.
 - On Friday, June 18, a District vehicle (2004 Ford F-150) was hit by another vehicle while making an appropriate and safe turn into the parking lot at Freedom Park. The truck suffered significant damage to the passenger side, from the door to the side panel. California Highway Patrol responded to the scene and interviewed both drivers. The staff person driving the truck was shaken up as a result of the collision. After being examined by EMT's, he was sent for an examination per Worker's Compensation protocol. He was released for full duty after the examination. The District is working through CAPRI to determine potential restitution as a result of the actions of the other driver. Because of the age, mileage and condition of the F-150, repairs seem unlikely, leaving our fleet one truck short for the foreseeable future.

DISTRICT SURPLUS EQUIPMENT SALE UPDATE:

As previously reported to the Board of Directors, District staff has been working on a multi-phased plan to dispose of several obsolete maintenance related items. Examples included vehicles, mowers, trailers, tractors, tables, chairs and other field maintenance equipment. Phase one of the surplus sale was conducted through a website called GovDeals, where individuals could bid on listed items, much like E-Bay. The sale lasted about two weeks, with 19 items up for bids. Seventeen items sold for a total of \$18,029. GovDeals retains a small percentage for their part in the auction. To date all items have been paid for and all but two picked up by their new owners. Because of the success of the on-line auction, there are very few items left that have much monetary value. Staff is assessing each of the remaining pieces and will determine whether to sell, donate, recycle or dispose of them. Special recognition goes to Facility Maintenance Supervisor Sean Kearns, who was the lead on this project, from sorting through the items to listing them to arranging for pick up.



FEC POP TEAM STAT PROGRAM:

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

Monthly activity report for: North Highlands Recreation and Park District
Reporting Period: 2021-06-01 to 2021-06-29

Brock Park Sports Complex

Notice To Appear Issued

1) Date/Time: 2021-06-20 19:56

Violation 1: 23111 CVC Throwing lit object out vehicle, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-06-07 16:09

V1: 5200(a) CVC Display of two license plates required

2) Date/Time: 2021-06-20 19:57

V1: 22507.8(a) CVC Unlawful parking in disabled space

V2: 4000(a) CVC No current registration

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Freedom Park

Notice To Appear Issued

1) Date/Time: 2021-06-20 01:16

Violation 1: 4000(a) CVC No current registration, Severity: Inf

Violation 2: 5200(a) CVC Two license Plates Required, Severity: Inf

Violation 3: 16028(a) CVC No Insurance, Severity: Mis

Violation 4: 12500(a) CVC Unlicensed Driver, Severity: Mis

2) Date/Time: 2021-06-19 16:00

Violation 1: 12500(a) CVC Unlicensed Driver, Severity: Mis

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

3) Date/Time: 2021-06-19 15:20

Violation 1: 5200(a) CVC Two license Plates Required, Severity: Inf

Parking Citations Issued

1) Date/Time: 2021-06-12 15:10

V1: 4000(a) CVC No current registration

2) Date/Time: 2021-06-12 15:00

V1: 22507.8(a) CVC Unlawful parking in disabled space

- 3) Date/Time: 2021-06-19 18:11
V1: 9.36.065(d) SCO Failure to park in designated area
- 4) Date/Time: 2021-06-19 16:28
V1: 9.36.065(d) SCO Failure to park in designated area
- 5) Date/Time: 2021-06-19 16:32
V1: 9.36.065(d) SCO Failure to park in designated area
- 6) Date/Time: 2021-06-19 16:43
V1: 9.36.065(d) SCO Failure to park in designated area
- 7) Date/Time: 2021-06-19 16:19
V1: 9.36.065(d) SCO Failure to park in designated area
- 8) Date/Time: 2021-06-19 16:17
V1: 9.36.065(d) SCO Failure to park in designated area
- 9) Date/Time: 2021-06-19 16:16
V1: 9.36.065(d) SCO Failure to park in designated area
- 10) Date/Time: 2021-06-20 01:36
V1: 4000(a) CVC No current registration
- 11) Date/Time: 2021-06-20 01:10
V1: 4000(a) CVC No current registration
- 12) Date/Time: 2021-06-20 01:38
V1: 4000(a) CVC No current registration
- 13) Date/Time: 2021-06-19 16:50
V1: 4000(a) CVC No current registration
- 14) Date/Time: 2021-06-19 16:40
V1: 4000(a) CVC No current registration
- 15) Date/Time: 2021-06-19 16:30
V1: 5200(a) CVC Display of two license plates required
- 16) Date/Time: 2021-06-19 16:25
V1: 5200(a) CVC Display of two license plates required
- 17) Date/Time: 2021-06-19 16:20
V1: 9.36.065(d) SCO Failure to park in designated area
- 18) Date/Time: 2021-06-19 15:40
V1: 4000(a) CVC No current registration
- 19) Date/Time: 2021-06-19 16:15
V1: 9.36.065(d) SCO Failure to park in designated area
- 20) Date/Time: 2021-06-28 17:30
V1: 5200(a) CVC Display of two license plates required

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Warnings Issued

No warnings issued during this reporting period.

Memorial Park

Notice To Appear Issued

No NTAs issued during this reporting period.

Parking Citations Issued

No parking citations issued during this reporting period

Onsite Arrests Made

No onsite arrests made during this reporting period.

Dispatched Calls For Service

No dispatched calls for service during this reporting period.

D.U.I Arrests

No DUI arrests made during this reporting period.

Warrant Arrests

No warrant arrests made during this reporting period.

Warnings Issued

1) Date/Time: 2021-06-12 00:07

Violation: SCO 9.36.067

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: June 2021 Budget Narrative Update



Summary:

The district, for reasons described at the end of this report, has generated revenue in excess of FY 2021-2022 budget, while also underspending the current budget. Staff anticipates additional expenditures (minor) and revenue during PERIOD 13. Overall, there should be a significant amount of Carry-Over funds identified in Period 13. The FY 2021-2022 FINAL Budget will reflect this change.

EMPLOYEE SALARIES AND BENEFITS

Administration Division:

Salaries and Benefits:

At the end of June 2021, monthly and year-to-date expenditures for employee salaries and benefits remains on track at 98% of the budgeted funds.

Services and Supplies:

It appears that the Administration Division budget for S&S will come in under budget with approximately 92% of funds spent.

Recreation Division:

Salaries and Benefits:

At the end of June 2021, monthly and year-to-date expenditures for full and part time employee salaries and benefits are at 92% of budget.

Services and Supplies:

It appears that the Recreation Division budget for S&S will come in at approximately 33% of budget. This is the result of having fewer recreation programs offered in FY 2020-2021. It is likely that additional expenditures may show up in Period 13, but the S&S expenditures should be well under budget.

Maintenance Division:

Salaries and Benefits:

At the end of June 2021, monthly and year-to-date expenditures for full and part time employees will be approximately 10% under budget. This is due to several factors, including having several vacant positions remain unfilled for part of the year and another full time employee returning to work later in the year due to an injury.

Services and Supplies

The Maintenance Division S&S will be will under budget at approximately 85%. No doubt this is the result of having fewer public facilities (community center, restrooms, recreation meeting room, etc. closed during the year due to Covid-19.

FIXED ASSETS

This account includes Building Improvements, Structure Improvements and purchase of Other Equipment. While not a budgeted item, during mid-year budget adjustments, the Board of Directors approved a \$35,000 transfer from the Contingency Fund into Other Equipment (4303) for the purchase and installation of the new district sign board.

COMBINED OVERALL EXPENDITURES – As of June 30, 2021

▪ Salaries and Benefits (Administration, Recreation and Maintenance Divisions)	92%
▪ Services and Supplies (Administration, Recreation and Maintenance Divisions)	85%
▪ Contingency Fund	83%
▪ District Reserve (GF)	0%
<hr/>	
TOTAL EXPENDITURES (PERCENTAGE) AS OF JUNE 30, 2021	79%

BUDGET EXPENDITURE TOTALS – As of June 30, 2021

<u>BUDGET</u>	<u>MONTH</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>%</u>
\$2,452,337	\$147,261	\$1,934,167	\$231,243	87%

BUDGET REVENUE TOTALS – As of June 30, 2021

As of June 30, 2021, the District has received \$115,812 in revenue above budget. Expenditures are under budget by approximately \$231,243. This increase in revenue is attributed to a significant increase in property taxes, unanticipated recreation revenues from the last two months of the fiscal year, and for revenue received from TRUSD for hosting the Distance Learning Program. Expenditures are under budget due in large part because of unfilled full time employee positions and reduced expenditures during the fiscal year.

Department of Finance

Ben Lamera
Director



Divisions

Administration
Auditor-Controller
Consolidated Utilities Billing & Service
Investments
Tax Collection & Business Licensing
Treasury

County of Sacramento

June 4, 2021

To: Special District Pooled Investment Fund Participant Agency Board Chairs

Subject: **ELECTION OF THE SPECIAL DISTRICTS REPRESENTATIVE FOR THE SACRAMENTO COUNTY TREASURY OVERSIGHT COMMITTEE**

Dear Board President:

On February 27, 1996, the Board of Supervisors established the Sacramento County Treasury Oversight Committee by Resolution #96-0163, as required by Government Code Section 27131. The code allows the Board of Supervisors, in consultation with the Director of Finance, to establish a committee composed of three to eleven members. The committee established by the Board consists of ten members, one of whom represents special districts with funds in the County Treasury. Ms. Amanda Thomas has represented the special districts in this position since 2019. Because she resigned from this position on May 12, 2021, a new election must be held.

The following outlines the duties, qualifications, and restrictions for Committee members:

The duties of the Committee are established under the Government Code Sections 27132, et. seq. These duties include review of the Investment Policy of the Pooled Investment Fund, quarterly review of investments, and to cause an annual audit of the portfolio. The Committee may neither direct individual investments nor infringe upon the day-to-day operations of the County Treasury.

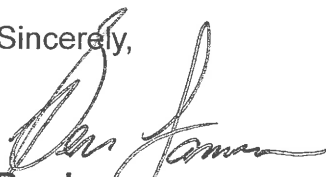
The position requires academic or practical experience in public finance. The term of appointment is normally three years. Members of the Treasury Oversight Committee: 1) may not be employed by any entity that has either contributed to a campaign of a candidate for the office of local treasurer or contributed to the campaign of a candidate to be a member of a legislative body of any agency that has money deposited in the County Treasury in the previous three years or during the period that the employee is a member of the Committee; 2) may neither directly nor indirectly raise money for a candidate for either local Treasurer or a member of the governing board of any local agency that has money deposited in the County Treasury; and 3) may neither secure employment with nor be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the Treasurer is doing business either as a member of the Committee or for one year after leaving the Committee. Members must file a Statement of Economic Interests (Form 700) upon assuming office and annually thereafter and must complete at least two hours of training in general ethics principles and ethics law every two years.

Attached is the Treasury Oversight Committee Fact Sheet. We request that your District's governing board provide us with a nomination by July 16, 2021. Individuals nominated must meet the criteria on the Fact Sheet. Please include a resume and one-paragraph candidate statement for the nominee.

On July 23, 2021, a ballot will be mailed to you listing the nominations. Ballots must be returned to us no later than August 30, 2021, at 5 p.m. We will then tabulate the ballots and notify you by mail on September 6, 2021, of the election results. A run-off election will be held if the vote is tied. We expect the elected Special Districts Representative to the Treasury Oversight Committee to be ratified by the Board of Supervisors on October 19, 2021. We look forward to working with the representative elected to fill this position.

If you have any questions, please call Bernard Santo Domingo, Chief Investment Officer, at (916) 874-7320.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Lamera". The signature is fluid and cursive, with a large initial "B" and "L".

Ben Lamera
Director of Finance

Enclosure

TREASURY OVERSIGHT COMMITTEE FACT SHEET

CONTACT PERSON

Bernard Santo Domingo, Chief Investment Officer, (916) 874-7320

DUTIES

The County Board of Supervisors created the Treasury Oversight Committee (the "Committee") on February 27, 1996 in accordance with Government Code Section 27131. The Committee is responsible for reviewing the quarterly Pooled Investment Fund reports, monitoring and reviewing the County Treasurer's annual Investment Policy, and causing an annual audit of the Pooled Investment Fund portfolio. The Committee is advisory and does not direct individual investment decisions, select investment advisors, brokers, or dealers, or impinge on the day-to-day operations of the county treasury.

MEMBERSHIP

County Director of Finance
Board of Supervisors Representative
Superintendent of Schools Representative
School & Community College Districts Representative
Special Districts Representative
Public Members: 5 Members

TERM

Term of Office
Term of Office
Term of Office
Three-year elected term, may be reelected
Three-year elected term, may be reelected
Three-year appointment, may be reappointed

QUALIFICATIONS

A majority of public members must have expertise or an academic background in public finance. The other public members shall be economically diverse and bipartisan in political registration. All other members must have expertise or academic background in public finance. Members must file a Statement of Economic Interests (Form 700) within 30 days of assuming office and file annually thereafter.

RESTRICTIONS

- 1) A member may not be employed by any entity that has, in the previous three years or during the period that the employee is a member of the Committee, contributed to the campaign of a candidate for either the office of local treasurer or the legislative body of any agency that has deposited funds in the County Treasury.
- 2) A member may not, directly or indirectly, raise money for a candidate for either local treasurer or a member of the governing board of any local agency that has deposited funds in the County Treasury.
- 3) A member may not secure employment with or be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms with whom the Treasurer is doing business either as a member of the Committee or for one year after leaving the Committee.

MEETINGS

The meetings are scheduled for the third Friday of the second month following the end of each quarter. Meetings are held at the County of Sacramento Administration Building, 700 H Street, Hearing Room One, Sacramento, CA 95814.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: Board of Directors: Filling a Board Vacancy by Appointment



BACKGROUND

On May 17, 2021, Pat Williams, Board Chairperson, received a letter from Board Director Alan Matré indicating that he was resigning from the Board of Directors (BOD) effective the date of the letter. State Government Code 1780 (4) and Board Policy 4010.1 requires the BOD to fill the vacancy within sixty (60) days from the date of the resignation letter. If the NHRPD Board of Directors is unable to make an appointment on or before July 15, 2021, the appointment will be made by the Sacramento County Board of Supervisors. The sixty (60) day window for making an appointment expires July 15, 2021.

The District advertised the board vacancy in the Sacramento Bee for a period of three (3) days. The vacancy was also posted to the District's website and other social media platforms. To be considered to fill the vacancy, applicants were required to submit a "Letter of Interest" to the District by June 21, 2021.

Applicants must reside or own property in the North Highlands Recreation and Park District "District" boundaries. An applicant must also be a registered voter. The Letter of Interest requires applicants to include reasons why they wish to serve on the NHRPD Board of Directors. The Notice of Vacancy stated that interviews were tentatively scheduled for July 8, 2021 at 6:30 p.m. The current term of office for this board vacancy is scheduled to expire December 2022.

DISCUSSION

The District used its available resources to advertise the current board vacancy. Historically, there have been several other NHRPD board vacancies in the past eight years. For each vacancy, and after a similar advertising process, there were two or less applicants. For the current board vacancy, the District received only a single Letter of Interest (see attachment). The applicant, Mr. Vladimir Valin, submitted a Letter of Interest to the Board of Directors on June 14, 2021.

The process of filling this vacancy is rather straightforward. The BOD will welcome Mr. Valin and advise him that they may have questions for him as they relate to appointment to the Board of Directors. After the question and answer period has concluded, the Board Chairperson will entertain a motion/second to appoint Mr. Valin to the board. If the vote to appoint is affirmative, Mr. Valin will be sworn in by the Administrator and will be asked to join the board immediately by taking a seat with other board directors.

Mr. Valin has been notified of the Board of Director's scheduled interview (July 8, 2021 at 6:30 p.m.). He has indicated that he will be in attendance.

RECOMMENDATION

The decision to appoint or not to appoint resides with the Board of Directors. Based upon Mr. Valin's Letter of Interest, he meets the voting and residency requirements as mandated by Government Code and Board Policy. If the Board of Director's decision is not to appoint, then the County Board of Elections will be notified and the County Board of Supervisors will then make an appointment to the NHRPD Board of Directors at a time to be determined.

Staff recommends that the Board of Director's follow the voting process as indicated below:

Chairperson

Will make a request for a motion and a second to appoint Vladimir Valin to fill the existing board vacancy.

Motion:

Second:

Ayes:

Nays:

Abstain:

Absent:

ATTACHMENTS

- Letter of Interest from Vladimir Valin
- Confirmation email for scheduled interview from Mr. Valin
- Notice of Vacancy Board of Directors

Vladimir Valin
6337 Larry Way
North Highlands, CA 95660
(916) 215 - 8339
vladivalin@gmail.com

06/14/21

The Board of Directors
6040 Watt Avenue
North Highlands, CA 95660

Dear Members of the Board:

I am writing to express my interest in joining the Board. I would like to give back and contribute to our community and to help enrich and fulfill the lives of its citizens. As a pediatric nurse and a father of a two year old daughter, I see the importance of local parks and leisure activities. Community services and programs are essential and allow families to grow together and spend quality time within its community. I have experienced these benefits for myself since my family and I visit Larchmont Park several times a week.

As an active community member I am currently involved in making North Highlands cleaner and safer. Using the available resources that are provided by Sacramento county, I am able to report illegal dumping, abandoned vehicles and other improvements that are needed in the neighborhood. I also encourage and provide education on how to use these resources to our community via social networks. My commitment, resourcefulness and willingness to find resolutions will be an asset to this Board.

As a United States citizen, I am registered to vote and actively participate in a democratic process.

Thank you for your time. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'V. Valin', written in a cursive style.

Vladimir Valin

Larry Mazzuca

From: Vladimir Valin <vladivalin@gmail.com>
Sent: Tuesday, June 29, 2021 6:09 AM
To: Larry Mazzuca
Subject: Re: Board of Directors Vacancy - Letter of Interest

Larry,

Thank you! I am looking forward to it and will see you then.

Sincerely,

Vladimir Valin

On Jun 28, 2021, at 10:48 AM, Larry Mazzuca <larry@nhrpd.org> wrote:

Vladimir,

Congratulations! This email is to inform you that you are scheduled for an interview with the North Highlands Recreation and Park District's Board of Directors Thursday, July 8, 2021 at 6:30 p.m. at the District's Board Meeting Room (District Office Complex) 6040 Watt Avenue, North Highlands, CA 95660.

On behalf of the Board of Directors, we look forward to meeting you in person. If you have any questions, you can reach me at 916.332.7440 (office).

Sincerely,

Larry Mazzuca
District Administrator
North Highlands Recreation and Park District
916.332.7440

From: Vladimir Valin [<mailto:vladivalin@gmail.com>]
Sent: Wednesday, June 16, 2021 5:14 AM
To: Larry Mazzuca <larry@nhrpd.org>
Subject: Board of Directors Vacancy - Letter of Interest

Good morning Larry,
Please see the attachment with a letter of interest for a Board of Directors vacancy. Please feel free to contact me if you have any questions or need additional information.

Thank you,

Vladimir Valin
(916) 215-8339

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

Contact: Larry Mazzuca
District Administrator
Telephone: (916) 332-7440
Email: larry@nhrpd.org
Date: June 1, 2021

FOR IMMEDIATE RELEASE

NOTICE OF VACANCY BOARD OF DIRECTORS

North Highlands, CA – The North Highlands Recreation and Park District Board of Directors is accepting applications to fill, by appointment, a vacancy on its Board. Persons wishing to be considered for this appointment must be a registered voter and a resident living or owning property within the boundaries of North Highlands Recreation and Park District (verification will be checked by the District).

The boundary of North Highlands Recreation and Park District includes the community of North Highlands, and portions of the communities of Antelope and Sacramento. (For questions on the specific boundaries of the District, please contact the District office.) The current vacancy is to fill the remaining term of a former board member whose term is set to expire November 2022. Board members receive \$100 per each regular and special board meeting, and \$50 for committee meetings.

Interested applicants must send a Letter of Interest addressed to the Board of Directors, c/o District Administrator: 6040 Watt Avenue, North Highlands, California, 95660. The letter of interest must include the following information: Applicant's mailing address, voter registration status, phone number, and email address and reasons why the applicant wishes to serve on the Board.

Additionally, the applicant shall specify their involvement in the community, NHRPD's recreation activities/programs and or park services. **INTERVIEWS: Tentatively scheduled for Thursday, July 8, 2021 at approximately 6:30 p.m.**

Letters of Interest can be emailed to: Larry Mazzuca, District Administrator larry@nhrpd.org or mailed to North Highlands Recreation and Park District, c/o District Administrator, 6040 Watt Avenue, North Highlands, CA 95660.

Application Deadline: June 21, 2021.

For more information, contact Larry Mazzuca or Terri Smith at (916) 332-7440.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

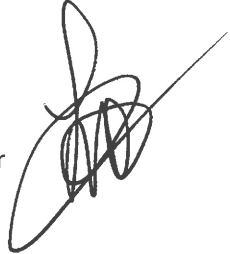
BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: Resolution No. 603 A Resolution of the North Highlands Recreation and Park District's Board of Directors Authorizing the Levy of Special Taxes Within Community Facilities District No. 2016-01 (Elverta Park) for Fiscal Year 2021-2022.



BACKGROUND

Each year the Board of Directors is required to take action approving a resolution authorizing the collection of special taxes for the Community Facilities District (CFD 2016-01) also known as Elverta Park.

DISCUSSION

The special tax shall continue to be collected in the same manner as ordinary ad valorem taxes. A certified copy of this Resolution and the Report shall be transmitted to the Sacramento County Auditor.

RECOMMENDATION

It is recommended that the Board of Directors for the North Highlands Recreation and Park District adopt Resolution No. 603 on the 8th day of July 2021.

RESOLUTION NO. 603

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NORTH HIGHLANDS RECREATION AND PARK DISTRICT
AUTHORIZING THE LEVY OF SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 2016-01 (ELVERTA PARK)
FOR FISCAL YEAR 2021-22**

WHEREAS the Board of Directors (the "Board") of the North Highlands Recreation and Park District (the "District"), previously established Community Facilities District No. 2016-01 (Elverta Park) ("CFD 2016-01") pursuant to the terms and provisions of the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Government Code Section 53311 (the "Act"); and

WHEREAS the Board, acting as the legislative body of CFD 2016-01, is authorized pursuant to Resolution No. 554 (the "Resolution of Formation") and Ordinance No. 1 adopted by the Board on May 12, 2016, (the "Ordinance") to levy a special tax sufficient to pay certain costs of the Services and Incidental Expenses (as defined in the Resolution of Formation); and

WHEREAS it is now necessary and appropriate that this Board provide for the levy and collection of the special taxes for the Fiscal Year 2021-22 for the purpose specified in the Resolution of Formation and the Ordinance, by the adoption of a resolution as specified by the Act and the Ordinance; and

WHEREAS the special taxes being levied hereunder are at the same rate or at a lower rate than provided by the Ordinance.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The foregoing recitals are true and correct.

Section 2. The special tax is imposed without regard to property valuation and is levied in compliance with the Act and the Ordinance.

Section 3. In accordance with the Act and the Ordinance, there is hereby levied upon the parcels within the District which are not otherwise exempt from taxation under the Act or the Ordinance special taxes for the Fiscal Year 2021-22 at the developed property special tax rate of \$541.74 per residential unit, which special tax rates do not exceed the maximum special tax rates set forth in the Ordinance. After adoption of this Resolution, the District Administrator, or designee, may make any necessary modifications to these special taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modifications shall not result in an increase in the special tax applicable to any category of parcels and is made prior to the submission of the tax rolls to the Sacramento County Auditor.

Section 4. All of the collections of the special tax shall be used only as provided for in the Act and the Resolution of Formation. The special tax shall be levied only so long as needed to accomplish the purposes described in the Resolution of Formation.

Section 5. The special tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall be subject to the same penalties and the same procedure and sale in cases of

delinquency as provided for ad valorem taxes except as such procedure may be modified by law and by this Board.

Section 6. The District Administrator is hereby authorized and directed to transmit a certified copy of this Resolution and the Report to the Sacramento County Auditor, together with other supporting documentation as may be required to place said special taxes on the secured property tax roll for the Fiscal Year 2021-22, and to perform all other acts which are required by the Act, the Ordinance, or by law in order to accomplish the purpose of this Resolution.

PASSED AND ADOPTED by the Board of Directors of North Highlands Recreation and Park District at a regular meeting of said Board held on the 8th day of July 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair of the Board of Directors
North Highlands Recreation and Park District

ATTEST:

Secretary of the Board of Directors
North Highlands Recreation and Park District

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: Senate Concurring Resolution No. 52---Relative to California Parks and Recreation Professionals Month



DISCUSSION

Attached you will find Senate Concurring Resolution No. 52 recognizing the month of July 2021 as *California Parks and Recreation Professionals Month*.

This Senate Resolution was authored by Senator Mike McGuire and was co-authored by an impressive 25 Senators and Assembly Members who each recognized the valued role recreation and park personnel have played and continue to play in our communities.

Resolution No. 52 is intended to celebrate park and recreation professionals and their accomplishments and resilience that they have displayed over the past year plus.

We thank Senator McGuire for taking the lead and for all the legislators who signed on in support.

RECOMMENDATION

That the North Highlands Recreation and Park District's Board of Directors Accept Into Record Senate Concurring Resolution No. 52---July 2021 as California Parks and Recreation Professionals Month.

Introduced by Senator McGuire

(Coauthors: Senators Allen, Archuleta, Bates, Borgeas, Caballero, Glazer, Hertzberg, Hueso, Laird, Limón, Newman, Nielsen, Ochoa Bogh, Skinner, and Wiener)

(Coauthors: Assembly Members Boerner Horvath, Choi, Cooley, Cristina Garcia, Grayson, Mullin, Nguyen, Quirk, Quirk-Silva, and Stone)

June 14, 2021

Senate Concurrent Resolution No. 52—Relative to California Parks and Recreation Professionals Month.

LEGISLATIVE COUNSEL’S DIGEST

SCR 52, as introduced, McGuire. California Parks and Recreation Professionals Month.

This measure would proclaim the month of July 2021 as California Parks and Recreation Professionals Month to celebrate the accomplishments and resilience of parks and recreation professionals throughout the COVID-19 pandemic.

Fiscal committee: no.

1 WHEREAS, California’s residents love their national, state, and
2 local parks and recreation services, as they provide access to the
3 serenity and inspiration of nature, outdoor spaces, as well as
4 activities that facilitate social connections, human development,
5 arts appreciation, lifelong learning, and positive alternatives for
6 youth; and

7 WHEREAS, Parks and recreation professionals maintain
8 millions of acres of public lands in order to safely facilitate the

1 use of the state’s local parks, open spaces, trails, recreation
2 facilities, and programs; and

3 WHEREAS, Parks and recreation professionals promote the
4 physical and mental health of Californians by making outdoor
5 activities and sports available to able and disabled children, teens,
6 adults, and seniors; and

7 WHEREAS, Parks and recreation professionals strengthen
8 communities by providing facilities and services that reflect and
9 celebrate community heritage, culture, and history; and

10 WHEREAS, Parks and recreation professionals sustain and
11 steward the state’s natural resources by protecting habitat and open
12 space, connecting people to nature, and promoting the ecological
13 function of parkland; and

14 WHEREAS, When the COVID-19 pandemic hit California’s
15 communities, parks and recreation professionals responded
16 immediately by implementing best practices designed to ensure
17 the public could safely find respite in local outdoor parks and open
18 spaces; and

19 WHEREAS, When the health care sector was overwhelmed by
20 the burden of responding to COVID-19, parks and recreation
21 departments and park districts stepped in to assist by converting
22 their facilities into COVID-19 testing centers and later vaccination
23 administration sites; and

24 WHEREAS, Senior citizens were of the most vulnerable
25 populations to COVID-19, thus parks and recreation professionals
26 found creative ways to keep seniors safe and engaged by
27 developing new and different virtual recreation programming and
28 delivering needed nutrition services; and

29 WHEREAS, When recreation activities were halted in
30 accordance with shelter in place orders across the country, parks
31 and recreation professionals immediately developed campaigns to
32 inspire people to stay active and tirelessly worked to safely keep
33 outdoor spaces available to the public; and

34 WHEREAS, When public health orders prohibited group
35 gatherings, parks and recreation professionals launched new,
36 innovative events and activities that helped bring communities
37 together to connect and enjoy a shared experience; and

38 WHEREAS, Parks and recreation professionals rose up to the
39 challenge to reimagine summer programs and deliver safe and
40 cost-effective recreation opportunities for California’s youth; and

1 WHEREAS, Parks and recreation professionals across the state
2 also introduced distance learning assistance programs that not only
3 supported students through the challenges of remote education,
4 but also offered parents affordable childcare alternatives that
5 allowed California’s workforce to get back to their jobs and provide
6 for their families; and

7 WHEREAS, When California faced intense heat waves during
8 2020, parks and recreation professionals protected the homeless
9 population from the health effects of heat waves by creating cooling
10 centers in air conditioned public spaces; and

11 WHEREAS, When the pandemic was overlapped with
12 devastating wildfires, parks and recreation professionals persevered
13 and continued to serve California’s communities by turning their
14 facilities into firefighter staging centers, emergency event
15 management centers, and emergency shelters; now, therefore, be
16 it

17 *Resolved by the Senate of the State of California, the Assembly*
18 *thereof concurring*, That the Legislature proclaims the month of
19 July 2021 as California Parks and Recreation Professionals Month
20 to celebrate the accomplishments and resilience of parks and
21 recreation professionals throughout the COVID-19 pandemic; and
22 be it further

23 *Resolved*, That the Secretary of the Senate transmit copies of
24 this resolution to the author for appropriate distribution.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: Board of Directors: Election of Vice Chairperson



BACKGROUND

Several months ago Alan Matré, Board of Directors Vice Chairperson, resigned from the Board. Board Policy 4060 “Board Officers” describes a process for filling this vacancy.

DISCUSSION

Board Policy 4060 states the following: “In the event of a vacancy, the office may be filled immediately by election of the Board.” The director voted in as Vice Chairperson shall hold this position until the current term has expired (December 31, 2021).

Nominations (Roberts Rules of Order)

- A director can nominate himself or herself for a board officer position.
- Nominees do not have to leave the room during nominations, when the vote is taken, or when the vote is decided.
- To be elected, a candidate must receive a majority of affirmative votes from the directors voting in the election. For a (5) person board, a candidate must receive (3) votes.
- Nominations don’t have to be seconded.
- A director can decline the nomination during the nomination process.

Chairperson

- The Board Chairperson shall preside over the meeting to elect officers of the board.
- The Chairperson shall open the nomination process by declaring that he/she will accept nominations for the position of Board Vice Chairperson.
- When nominations stop, the Chair declares nominations closed. No motion is required to close nominations.
- Roberts Rules of Order allows for either a voice or ballot vote. Because “voice” voting favors one candidate over another based on the order of nomination, the recommendation is to avoid using it except in mass meetings or when there’s no serious contest for the office and a ballot is not required. Because the board is unaware at this time who may be nominated, the recommendation is to use the “ballot” vote.
- After nominations have been made and closed, those directors nominated shall have their name written on a blank ballot by the District Administrator. Those ballots will be distributed to the full board. A “check mark” should be placed next to the preferred individual candidate. After

voting has been completed, ballots should be folded and a staff member shall collect the ballots and turn them into the Chair. The Chair will then read out the election results. The director elected to serve out the remaining term of Vice Chairperson shall assume this officer position immediately.

*Please note that Roberts Rules of Order does not completely cover all aspects of how to conduct a board election. RRO frequently refers to board by-laws when present. District by-laws are basically silent with regards to much the election process, so staff has tried to follow current RRO nominations and elections as closely as possible.

POLICY TITLE:

BOARD OFFICERS

POLICY NUMBER: 4060

4060.1 The officers of the Board shall consist of a Chairperson, Vice-chairperson and Secretary. At its regular meeting in the month of December, the Board shall elect a Chairperson, Vice-Chairperson and Secretary. The term of the Chairperson is limited to two-consecutive one year terms not to exceed two years total. The term for the Vice Chairperson and Secretary is one year. In the event of a vacancy, the office may be filled immediately by election of the Board. The Chairperson and Vice-Chairperson must be directors. The secretary may be a director or a staff person.

The Chairperson shall have the following duties:

1. To execute all ordinances, resolutions and contract of the District
2. The Chairperson delegates authority to the Administrator to take steps necessary to prepare and execute contract documents and to sign such documents on behalf of the District.
3. Furthermore, the Administrator may delegate those same duties and authority to other qualified district employees
4. At the request of the Chairperson, the Administrator may be asked to provide a monthly log listing all contracts signed by the Administrator and/or his designee.

In the absence of the Chairperson or vacancy in the office of Chairperson, the Vice-Chairperson shall perform all the duties of the Chairperson.

The Secretary shall have the following duties:

1. To attest to the signature of the Chairperson on ordinances, resolutions and contracts.
2. To certify District documents as true and correct copies.
3. To call meetings to order in the absence of the Chairperson and Vice-Chairperson and preside until an acting Chairperson is elected.
4. To perform such other duties as directed by the Chairperson or the Board.

Revised 4/11/19
Effective 12/1/19

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: July 8, 2021

SUBJECT: Sacramento County Treasury Oversight Committee: Election of the Special District's Representative



BACKGROUND

Following a resignation from the Treasury Oversight Committee, there is now a vacancy for a representative from special districts. The Board of Supervisors is seeking a special district representative to fill this vacancy.

DISCUSSION

The attached documents from the County describe the duties, qualifications, and restrictions for the Committee members. Please read the Treasury Oversight Committee Fact Sheet.

QUALIFICATIONS

- A majority of public members must have expertise or an academic background in public finance.
- The other public members shall be economically diverse and bipartisan in political registration.
- All other members must have an expertise or academic background in public finance.
- Members must file a Statement of Economic Interests (Form 700) within 30 days of assuming office and file annually thereafter.

RECOMMENDATION

If any of the Directors of the North Highlands Recreation and Park District have an interest in being nominated for consideration to the Treasury Oversight Committee, they should let the Chairperson know of their interest. If not, then there is no other action required of the Board of Directors.

Motion:

Second:

Ayes:

Nays:

Abstain:

Absent:

Department of Finance

Ben Lamera
Director



Divisions

Administration
Auditor-Controller
Consolidated Utilities Billing & Service
Investments
Tax Collection & Business Licensing
Treasury

County of Sacramento

June 4, 2021

To: Special District Pooled Investment Fund Participant Agency Board Chairs

Subject: **ELECTION OF THE SPECIAL DISTRICTS REPRESENTATIVE FOR THE SACRAMENTO COUNTY TREASURY OVERSIGHT COMMITTEE**

Dear Board President:

On February 27, 1996, the Board of Supervisors established the Sacramento County Treasury Oversight Committee by Resolution #96-0163, as required by Government Code Section 27131. The code allows the Board of Supervisors, in consultation with the Director of Finance, to establish a committee composed of three to eleven members. The committee established by the Board consists of ten members, one of whom represents special districts with funds in the County Treasury. Ms. Amanda Thomas has represented the special districts in this position since 2019. Because she resigned from this position on May 12, 2021, a new election must be held.

The following outlines the duties, qualifications, and restrictions for Committee members:

The duties of the Committee are established under the Government Code Sections 27132, et. seq. These duties include review of the Investment Policy of the Pooled Investment Fund, quarterly review of investments, and to cause an annual audit of the portfolio. The Committee may neither direct individual investments nor infringe upon the day-to-day operations of the County Treasury.

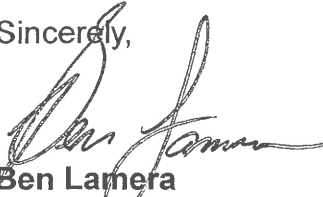
The position requires academic or practical experience in public finance. The term of appointment is normally three years. Members of the Treasury Oversight Committee: 1) may not be employed by any entity that has either contributed to a campaign of a candidate for the office of local treasurer or contributed to the campaign of a candidate to be a member of a legislative body of any agency that has money deposited in the County Treasury in the previous three years or during the period that the employee is a member of the Committee; 2) may neither directly nor indirectly raise money for a candidate for either local Treasurer or a member of the governing board of any local agency that has money deposited in the County Treasury; and 3) may neither secure employment with nor be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the Treasurer is doing business either as a member of the Committee or for one year after leaving the Committee. Members must file a Statement of Economic Interests (Form 700) upon assuming office and annually thereafter and must complete at least two hours of training in general ethics principles and ethics law every two years.

Attached is the Treasury Oversight Committee Fact Sheet. We request that your District's governing board provide us with a nomination by July 16, 2021. Individuals nominated must meet the criteria on the Fact Sheet. Please include a resume and one-paragraph candidate statement for the nominee.

On July 23, 2021, a ballot will be mailed to you listing the nominations. Ballots must be returned to us no later than August 30, 2021, at 5 p.m. We will then tabulate the ballots and notify you by mail on September 6, 2021, of the election results. A run-off election will be held if the vote is tied. We expect the elected Special Districts Representative to the Treasury Oversight Committee to be ratified by the Board of Supervisors on October 19, 2021. We look forward to working with the representative elected to fill this position.

If you have any questions, please call Bernard Santo Domingo, Chief Investment Officer, at (916) 874-7320.

Sincerely,



Ben Lanera
Director of Finance

Enclosure

TREASURY OVERSIGHT COMMITTEE FACT SHEET

CONTACT PERSON

Bernard Santo Domingo, Chief Investment Officer, (916) 874-7320

DUTIES

The County Board of Supervisors created the Treasury Oversight Committee (the "Committee") on February 27, 1996 in accordance with Government Code Section 27131. The Committee is responsible for reviewing the quarterly Pooled Investment Fund reports, monitoring and reviewing the County Treasurer's annual Investment Policy, and causing an annual audit of the Pooled Investment Fund portfolio. The Committee is advisory and does not direct individual investment decisions, select investment advisors, brokers, or dealers, or impinge on the day-to-day operations of the county treasury.

MEMBERSHIP

County Director of Finance
Board of Supervisors Representative
Superintendent of Schools Representative
School & Community College Districts Representative
Special Districts Representative
Public Members: 5 Members

TERM

Term of Office
Term of Office
Term of Office
Three-year elected term, may be reelected
Three-year elected term, may be reelected
Three-year appointment, may be reappointed

QUALIFICATIONS

A majority of public members must have expertise or an academic background in public finance. The other public members shall be economically diverse and bipartisan in political registration. All other members must have expertise or academic background in public finance. Members must file a Statement of Economic Interests (Form 700) within 30 days of assuming office and file annually thereafter.

RESTRICTIONS

- 1) A member may not be employed by any entity that has, in the previous three years or during the period that the employee is a member of the Committee, contributed to the campaign of a candidate for either the office of local treasurer or the legislative body of any agency that has deposited funds in the County Treasury.
- 2) A member may not, directly or indirectly, raise money for a candidate for either local treasurer or a member of the governing board of any local agency that has deposited funds in the County Treasury.
- 3) A member may not secure employment with or be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms with whom the Treasurer is doing business either as a member of the Committee or for one year after leaving the Committee.

MEETINGS

The meetings are scheduled for the third Friday of the second month following the end of each quarter. Meetings are held at the County of Sacramento Administration Building, 700 H Street, Hearing Room One, Sacramento, CA 95814.

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JUNE 2021
(Bills paid in June 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	Voya	May-21	\$ 3,908.29
1230	Insurance	California Choice	Jun-21	\$ 8,832.68
1230	" " "	CoPower	Jun-21	\$ 880.00
1240	Workers' Comp	CAPRI	Completed	\$ -
	Total			13,620.97
<u>SERVICES & SUPPLIES</u>				
2029	Bus/Conf. Exp	USBank	CARPD	\$ 100.00
2039	Empl. Tran-Mileage	Graham	May 2021 mileage	\$ 36.96
2039	" " "	Musser	May 2021 mileage	\$ 35.28
2076	Office Supplies	Caltronics	Copies	\$ 115.24
2076	" " "	Walkers Express	Walkers Express	\$ 175.64
2076	" " "	Walkers Express	Walkers Express	\$ 16.98
2076	" " "	USBank	Amazon (Cardstock)	\$ 15.07
2076	" " "	Walkers Express	Walkers Express	\$ 347.34
2104	Agri/Hort	Steve's Rocks	Topsoil	\$ 39.87
2104	" " "	Steve's Rocks	Topsoil	\$ 39.87
2104	" " "	Steve's Rocks	Topsoil	\$ 39.87
2104	" " "	Steve's Rocks	Topsoil	\$ 39.87
2112	Bldg Maint. Sup	Home Depot	Supplies	\$ 43.98
2112	" " "	Home Depot	Supplies	\$ 27.91
2112	" " "	Home Depot	Supplies	\$ 75.96
2112	" " "	USBank	Signs Now	\$ 26.94
2142	Land Imp Sup	Sprinkler Serv ice	Supplies	\$ 497.74
2162	Paint Sup	Home Depot	paint	\$ 65.37
2162	" " "	Home Depot	paint	\$ 115.62
2168	Plumbing	USBank	Cal-Steam	\$ 57.73
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 170.91
2191	" " "	SMUD	7000000346 District	\$ 2,138.74
2191	" " "	SMUD	2919472 - Recreation Way/Dudley	\$ 104.27
2191	" " "	SMUD	2733018 Aztec	\$ 669.05
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 9.14
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 47.74
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ -
2193	Refuse	Republic Servie	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 418.74
2193	" " "	Public Works	Dump	\$ 197.95
2195	Sewage	Sac Utilities	3929 Karl Dr.	\$ 113.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ 113.70
2195	" " "	Sac Utilities	2802 Perrin	\$ 113.70
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 104.96
2195	" " "	Sac Utilities	7916 Aztec	\$ 110.11
2195	" " "	Sac Utilities	6040 Watt	\$ 64.20
2197	Tele & Teleg	AT&T	Service - Capehart	\$ 89.83
2197	" " "	Comcast	Service - Shop	\$ 265.14
2197	" " "	Comcast	Service - District	\$ 1,121.62
2197	" " "	Telepacific	Service	\$ 5,419.59
2198	Water	Sac Suburban	Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip Karl Dr., Strizek, Karl&Kosario,Planehaven,Wings	\$ 5,547.19
2198	" " "	Sac Suburban	Way, 6040 Watt, Freedom, Softball Complex	\$

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JUNE 2021
(Bills paid in June 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2198	Water	CA/American	Chardonay	\$ 1,441.07
2198	" " "	CA/American	Sierra	\$ 760.93
2205	Auto Maint. Serv	NH Tire Pros	Service	\$ 166.41
2205	" " "	O'Reily	Supplies	\$ 19.28
2226	Expended Tools	CH Mowers	Tools	\$ 24.77
2226	" " "	CH Mowers	Tools	\$ 85.00
2226	" " "	CH Mowers	Tools	\$ 478.28
2261	Office Equip Mtn	NCS Computers	Monthly Service (May/June)	\$ 484.00
2261	" " "	USBank	MicorSoft,Zoom,Adobe(programs)	\$ 65.98
2275	Rents & Leases	Alhambra	water	\$ 83.84
2275	" " "	CIT Avaya	phone equip	\$ 432.18
2275	" " "	USBank	United Service (Porta Potties)	\$ 382.13
2314	Clothing	American Logowear	Board Shirts	\$ 382.01
2314	" " "	American Logowear	Board Shirts	\$ 665.88
2322	Custodial Supplies	A1 Janitorial	Janitorial Supplies	\$ 219.01
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 102.95
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 65.32
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 288.38
			Highlands Market,DollarTree,Dominoes	
2332	Food Supplies	USBank	(Raccoon Club,Staff Recog.)	\$ 67.39
2531	Legal Service	Bart.,Kron.,Shan		\$ -
			Terminix,When I Work,Streamline,Amazon	
2591	Other Prof Serv.	USBank	(Serv.,Scheduler,Website,Credit)	\$ 357.01
2851	Recreation Service	USBank	Sac4Kids (Summer Camp)	\$ 49.00
			Safeway,PowerMarket,Foodmaxx,Walmart,	
			Smart&Final,Discount Sch.,DollarTree,	
2852	Recreation Sup	USBank	Amazon,Target (DLS,Raccoon,Jam in Park)	\$ 448.81
			(Merchant Fees- June \$0/May - Bank Fees	
2898	Other Oper Exp	NHRPD - BANK FEES	\$48.34/Jun - Active Fee \$174.30	\$ 222.64
2898	" " "	USBank	Sac County (parking)	\$ 7.00
	TOTAL			\$ 26,032.79
 <u>FIXED ASSETS</u>				
4201	Building Improvement			
4202	Structures			
4303	Equipment	Pacific Neon	Sign Board	\$ 16,713.61
	TOTAL			\$ 16,713.61
 Total District Salaries (JUNE 2 PAY DAY) \$ 71,163.48				
Total District EDD (JUNE 2 PAY DAY) \$ 273.99				
Total District OASDI (JUNE 2 PAY DAY) \$ 5,276.65				
\$ 76,714.12				
 DISTRICT TOTALS				 \$133,081.49

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JUNE 2021
(Bills paid in June 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
9429	Building Rentals			
9646	Rec Fees & Charges	Balinggit, Kimberly	Summer Camp	\$ 270.00
9646	" " "	Thompson, Michelle	Park Rental	\$115.00
9646	" " "	West, Adrianna	Park Rental	\$57.50
9646	" " "	Rowe, Tsean	Park Rental	\$115.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

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

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
<u>BENEFITS</u>					
1210	Retirement	VOYA	None	\$	-
1230	Insurance	CALIFORNIA CHOICE	Jul-21	\$	669.57
1230	" " "	COPOWER	Jul-21	\$	88.00
1240	" " "	CAPRI	Completed	\$	-
	Total				757.57
<u>SERVICES & SUPPLIES</u>					
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$	23.74
2191	" " "	SMUD	6696231 7931 Scotland Drive PED	\$	23.60
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$	63.01
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$	2,019.71
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$	2,317.20
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$	1.62
	TOTAL			\$	4,448.88
<u>FIXED ASSETS</u>					
4201	Building Improvement			\$	-
4202	Structures			\$	-
4303	Equipment			\$	-
	TOTAL			\$	-
Total District Salaries		(JUNE 2 PAY DAY)		\$	2,790.60
Total District EDD		(JUNE 2 PAY DAY)		\$	-
Total District OASDI		(JUNE 2 PAY DAY)		\$	112.80
				\$	2,903.40
DISTRICT TOTALS					\$8,109.85

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1									
2		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
3		REVENUE REPORT - JUNE 2021							
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$0.00	0.00	0.00	-1,665.00	1,665.00		
7	9429	Recreation Center	\$0.00	0.00	0.00	80.00	-80.00		
8	9429	TOTAL	\$35,000.00	0.00	0.00	-1,585.00	36,585.00	-5%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,091.37	0.00	23,096.44	-23,096.44		
12	9690	Capehart Lease - Day Care	\$0.00	2,851.00	0.00	33,861.00	-33,861.00		
13	9690	Freedom Park Lease - Softball	\$0.00	5,200.00	0.00	35,400.00	-35,400.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,000.00	-5,000.00		
15	9690	TOTAL	\$100,000.00	10,142.37	0.00	97,357.44	2,642.56	97%	
16									
17	REVENUE OTHER								
18	9790	Bad Check Reim	\$0.00	0.00	0.00	0.00	0.00		
19	9790	Sign Board	\$0.00	0.00	0.00	0.00	0.00		
20	9790	Team Fees - Brock	\$0.00	0.00	0.00	0.00	0.00		
21	9790	Utilities - Brock	\$0.00	0.00	0.00	0.00	0.00		
22	9790	Team Fees - Capehart	\$0.00	0.00	0.00	770.00	-770.00		
23	9790	Utilities - Capehart	\$0.00	0.00	0.00	0.00	0.00		
24	9790	Storage Use - Capehart	\$0.00	0.00	0.00	400.00	-400.00		
25	9790	Pacific NH Little League Baseball	\$0.00	0.00	0.00	0.00	0.00		
26	9790	Team Fees - Pacific	\$0.00	0.00	0.00	0.00	0.00		
27	9790	TRUSD Reim for Pacific Pool	\$0.00	0.00	0.00	0.00	0.00		
28	9790	USBank Incentive	\$0.00	105.66	0.00	105.66	-105.66		
29	9790	Stale dated Check	\$0.00	0.00	0.00	0.00	0.00		
30	9790	Fulton El Camino Reim	\$0.00	0.00	0.00	39.96	-39.96		
31	9790	Reim Settlement - Waste Mngmnt	\$0.00	0.00	0.00	70.69	-70.69		
32	9790	PG&E Easement Payment	\$0.00	0.00	0.00	600.00	-600.00		
33	9790	Brock Park Arson Reim	\$0.00	11,500.00	0.00	11,500.00	-11,500.00		
34			\$8,000.00	11,605.66	0.00	13,486.31	-5,486.31	169%	
35	AQUATICS								
36	9646	Swim Lesson	\$0.00	0.00	0.00	0.00	0.00		
37	9646	Adult Lap Swim	\$0.00	0.00	0.00	0.00	0.00		
38	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00		
39		TOTAL	\$20,000.00	0.00	0.00	0.00	0.00	0%	
40									
41	DAY CARE PROGRAM								
42	9646	Ridgepoint Raccoon Club	\$0.00	0.00	0.00	0.00	0.00		
43	9646	Distant Learning (T.R.U.S.D.)	\$0.00	25,920.00	0.00	179,280.00	0.00		
44	9646	Winter Camp	\$0.00	0.00	0.00	0.00	0.00		
45	9646	Spring Camp	\$0.00	0.00	0.00	1,080.00	-1,080.00		
46	9646	Fall Camp	\$0.00	0.00	0.00	754.00	-754.00		
47	9646	Summer Kids Kamp - Comm Ctr	\$0.00	3,996.00	(270.00)	10,611.00	-10,611.00		
48		TOTAL	\$35,000.00	29,916.00	(270.00)	\$191,725.00	-156,725.00	548%	
49									
50	SPECIAL INTEREST CLASSES								
51	9646	Art Class	\$0.00	0.00	0.00	0.00	0.00		
52	9646	First Aid and CPR Class	\$0.00	0.00	0.00	0.00	0.00		
53	9646	Harvest Time	\$0.00	0.00	0.00	0.00	0.00		
54	9646	Park Spot Light	\$0.00	20.00	0.00	45.00	-45.00		
55	9646	SR Movies	\$0.00	0.00	0.00	0.00	0.00		
56		TOTAL	\$0.00	\$20.00	\$0.00	\$45.00	-\$45.00	0%	
57									
58	SPECIAL EVENTS								
59	9646	Halloween	\$0.00	0.00	0.00	0.00	0.00		
60	9646	Holiday Party	\$0.00	0.00	0.00	0.00	0.00		
61	9646	Movie Night in The Park	\$0.00	0.00	0.00	0.00	0.00		
62	9646	Spring Fling	\$0.00	0.00	0.00	0.00	0.00		
63	9646	Yard Sale	\$0.00	0.00	0.00	0.00	0.00		
64		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%	
65									
66	CONTRACT CLASSES								
67	9646	Kidz Love Soccer	\$0.00	0.00	0.00	0.00	0.00		
68	9646	Youth Tumbling/Dance	\$0.00	0.00	0.00	0.00	0.00		
69		TOTAL	\$5,000.00	0.00	0.00	0.00	5,000.00	0%	
70									
71	RECREATION MISC.								
72	9646	Gym Rental-Capehart/Pacific/R.P.	\$0.00	990.00	0.00	990.00	-990.00		
73	9646	Open Gym Basketball	\$0.00	0.00	0.00	0.00	0.00		
74	9646	Park Rentals	\$0.00	2,260.00	(287.50)	9,639.71	-9,639.71		
75		TOTAL	\$25,000.00	3,250.00	(287.50)	10,629.71	14,370.29	43%	
76									
77									
78								Page 1	

	A	B	C	D	E	F	G	H
79	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
80		YOUTH SPORTS						
81	9646	Bball Skills & Drills 3rd-4th	\$0.00	0.00	0.00	240.00	-240.00	
82	9646	Bball Skills & Drills 5th-6th	\$0.00	0.00	0.00	150.00	-150.00	
83	9646	Bball Skills & Drills 7th-8th	\$0.00	0.00	0.00	90.00	-90.00	
84	9646	Pee Wee Fball (K-1) - Fall	\$0.00	0.00	0.00	0.00	0.00	
85	9646	Pee Wee Bball (K-1) - Winter	\$0.00	0.00	0.00	0.00	0.00	
86	9646	Pee Wee Bball (K-1) - Spring	\$0.00	0.00	0.00	0.00	0.00	
87	9646	Youth Basketball - Winter	\$0.00	0.00	0.00	0.00	0.00	
88	9646	Youth Basketball - Spring	\$0.00	0.00	0.00	0.00	0.00	
89	9646	Jr Hi Basketball-Winter	\$0.00	0.00	0.00	0.00	0.00	
90	9646	Youth Volleyball League	\$0.00	0.00	0.00	0.00	0.00	
91	9646	Youth Dodgeball	\$0.00	0.00	0.00	0.00	0.00	
92	9646	Cheer	\$0.00	0.00	0.00	0.00	0.00	
93	9646	Pee Wee Sports Camp	\$0.00	0.00	0.00	0.00	0.00	
94		TOTAL	\$35,000.00	0.00	0.00	480.00	34,520.00	1%
95								
96		ADULT SPORTS						
97	9646	Coed Power Volleyball-Monday	\$0.00	0.00	0.00	0.00	0.00	
98	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
99		TOTAL	\$5,000.00	0.00	0.00	0.00	5,000.00	0%
100								
101		TAXES						
102	9101	Prop Tax - Secured	\$1,354,620.00	0.41	0.00	1,427,709.51	-73,089.51	
103	9102	Prop Tax - Unsec	\$50,000.00	0.00	0.00	52,975.20	-2,975.20	
104	9103	Supp Prop Tax	\$35,000.00	0.00	0.00	27,063.99	7,936.01	
105	9104	Prop Tax Sec Delinquent	\$9,251.00	0.00	0.00	12,109.48	-2,858.48	
106	9105	Prop Tax Supp Delinquent	\$1,989.00	0.00	0.00	1,868.04	120.96	
107	9106	Prop tax Unitary	\$8,500.00	0.00	0.00	8,676.06	-176.06	
108	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	103.11	-103.11	
109	9130	Prop Tax - Prior Unsec	\$600.00	2.58	0.00	1,065.28	-465.28	
110	9140	Prop Tax - Pently	\$0.00	11.33	0.00	370.22	-370.22	
111	9196	RDA Residual	\$12,250.00	9,980.37	0.00	16,345.99	-4,095.99	
112	9199	Taxes Other	\$0.00	0.00	0.00	0.39	-0.39	
113		TOTAL	\$1,472,210.00	9,994.69	0.00	1,548,287.27	-76,077.27	105%
114								
115		INTEREST INCOME						
116	9410	Interest Income	\$15,000.00	0.00	0.00	2,869.60	12,130.40	
117		TOTAL	\$15,000.00	0.00	0.00	2,869.60	12,130.40	19%
118								
119		USE OF MONEY/PROPERTY						
120	9522	Homeowner Prop Tax	\$11,000.00	1,941.89	0.00	12,945.94	-1,945.94	
121		TOTAL	\$11,000.00	1,941.89	0.00	12,945.94	-1,945.94	118%
122								
123		IN LIEU TAX						
124	9529	In Lieu Tax	\$70,000.00	15,000.00	0.00	64,906.00	5,094.00	
125		TOTAL	\$70,000.00	15,000.00	0.00	64,906.00	5,094.00	93%
126								
127		MISC. Revenue						
128	9530	Misc. Revenue	\$75,348.00	9,273.60	0.00	85,905.40	-10,557.40	
129		TOTAL	\$75,348.00	9,273.60	0.00	85,905.40	-10,557.40	114%
130								
131		AID TO LOCAL GOVERNMENT						
132	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
133		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
134								
135		REDEVELOPMENT FUNDS						
136	9533	Redevelopment Passthr	\$9,200.00	4,634.40	0.00	9,517.58	-317.58	
137		TOTAL	\$9,200.00	4,634.40	0.00	9,517.58	-317.58	103%
138								
139		STATE AID						
140	9569	State Aid	\$0.00	0.00		0.00	0.00	
141		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
142								
143								
144								
145								
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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	\$35,000	0.00	0.00	-1,585.00	36,585.00	-5%
159	9646	Rec Fees & Charges	\$125,000	33,186.00	(557.50)	202,879.71	-77,879.71	162%
160	9100	Taxes	\$1,472,210	9,994.69	0.00	1,548,287.27	-76,077.27	105%
161	9410	Interest Income	\$15,000	0.00	0.00	2,869.60	12,130.40	19%
162	9522	Homeowner Prop Tax	\$11,000	1,941.89	0.00	12,945.94	-1,945.94	118%
163	9529	In Lieu Tax	\$70,000	15,000.00	0.00	64,906.00	5,094.00	93%
164	9530	Misc. Revenue	\$75,348	9,273.60	0.00	85,905.40	-10,557.40	114%
165	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
166	9533	Redevelopmnet Funds	\$9,200	4,634.40	0.00	9,517.58	-317.58	103%
167	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
168	9690	Lease Property	\$100,000	10,142.37	0.00	97,357.44	2,642.56	97%
169	9790	Revenue Other	\$8,000	11,605.66	0.00	13,486.31	-5,486.31	169%
170		TOTAL	\$1,920,758	95,778.61	-557.50	2,036,570.25	-115,812.25	106%
171								
172		GENERAL RESERVED FUND	\$0					
173		CARRY OVER	\$365,075	0.00	0.00	0.00	0.00	0%
174								
175		TOTAL BUDGET	\$2,285,833	95,778.61	-557.50	\$2,036,570	249,262.75	89%
176								
177		Scholarship		0.00				
178		ADA Subsidiary		0.00	0.00			
179		Field Deposit - Brock Park		0.00				
180		Field Deposit - Softball Complex		0.00				
181		Field Deposit - Capehart		0.00				
182		Bldg Deposit		0.00	0.00			
183		Bldg Guards		0.00				
184		Bldg Ins. Subsidiary		0.00				
185				0.00				
186								
187	2191	SMUD Reim - Something Extra		380.00				
188	2192	PG&E Reim - Something Extra		10.00				
189	2193	Republic Serv. Reim - Something		90.00				
190	2195	Sewage Reim - Something Extra		240.00				
191	2198	Water Reim - Something Extra		100.00				
192				820.00				
193								
194								
195		Total Revenue		96,598.61				
196								
197								
198								
199		Program/Scholarship Donations	\$0.00	0.00	0.00	553.39	-553.39	
200								
201		District ADA Account	\$0.00	0.00	0.00	9,764.79	-9,764.79	
202		055000000	\$0.00	0.00	0.00	7,842.80	-7,842.80	
203		Contingency	\$200,000.00	0.00	0.00	166,505.00	33,495.00	
204		Park Dedication Acct 088L	\$0.00	0.00	0.00	14,063.00	-14,063.00	
205		Park Fees 346l	\$0.00	113,766.48	0.00	1,330,506.03	-1,330,506.03	
206		District Reserve Acct	\$0.00	0.00	0.00	936,116.56	-936,116.56	

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - JUNE 2021						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	TAXES							
6	9101	Prop Tax - Secured	\$0.00	0.00	0.00	0.00	0.00	
7	9102	Prop Tax - Unsec	\$0.00	0.00	0.00	0.00	0.00	
8	9103	Supp Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
9	9104	Prop Tax Sec Delinquent	\$0.00	0.00	0.00	0.00	0.00	
10	9105	Prop Tax Supp Delinquent	\$0.00	0.00	0.00	0.00	0.00	
11	9106	Prop tax Unitary	\$0.00	0.00	0.00	0.00	0.00	
12	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
13	9130	Prop Tax - Prior Unsec	\$0.00	0.00	0.00	0.00	0.00	
14	9140	Prop Tax - Pently	\$0.00	0.00	0.00	0.00	0.00	
15	9196	RDA Residual	\$0.00	0.00	0.00	0.00	0.00	
16		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
17								
18		INTEREST INCOME						
19	9410	Interest Income	\$0.00	0.00	0.00	165.00	-165.00	
20		TOTAL	\$0.00	0.00	0.00	165.00	-165.00	0%
21								
22		USE OF MONEY/PROPERTY						
23	9522	Homeowner Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
24		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
25								
26		IN LIEU TAX						
27	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
28		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
29								
30		MISC. Revenue						
31	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
32		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
33								
34		AID TO LOCAL GOVERNMENT						
35	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
36		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
37								
38		REDEVELOPMENT FUNDS						
39	9533	Redevelopment funds	\$0.00	0.00	0.00	0.00	0.00	
40		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
41								
42		STATE AID						
43	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
44		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
45								
46		SPECIAL ASSESSMENT						
47	9603	Special Assessment	\$118,440.00	0.00	9.01	117,183.46	1,256.54	
48		TOTAL	\$118,440.00	0.00	9.01	117,183.46	1,256.54	1%
49								
50	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
51								
52	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
53	9410	Interest Income	\$0	0.00	0.00	165.00	-165.00	0%
54	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
55	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
56	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
57	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
58	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
59	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
60	9603	Special Assessment	\$118,440	0.00	9.01	117,183.46	1,256.54	99%
61								
62		TOTAL	\$118,440	0.00	9.01	117,348.46	1,092	99%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$40,195	0.00	0.00	0.00	40,195.00	0%
66								
67		TOTAL BUDGET	\$158,635	0.00	9.01	\$117,348	41,286.54	74%
68								
69								
70		Total Revenue		0.00				
71								
72								
73								
74								
75								

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - JUNE 2021						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator	110,547	8,602.21	110,545.03	1.97	100%
8	1110	Office Manager	60,240	4,636.92	60,163.18	76.82	100%
9	1110	Office Assistant	0	0.00	0.00	0.00	0%
10	1122	Board of Directors	8,500	600.00	6,450.00	2,050.00	76%
11		Sub-Total	179,287	13,839.13	177,158.21	2,128.79	99%
12	1210	Retirement	13,633	1,069.08	13,666.60	-33.60	100%
13	1220	OASDI	13,687	976.75	12,537.86	1,149.14	92%
14	1230	Insurance	30,933	2,556.01	29,945.91	987.09	97%
15	1240	Worker's Comp.	2,652	0.00	2,046.82	605.18	77%
16	1250	Unemployment	490	0.00	294.00	196.00	60%
17		Sub-Total	61,396	4,601.84	58,491.19	2,903.81	95%
18		TOTAL	240,682	18,440.97	235,649.40	5,033.60	98%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	1,300	0.00	464.06	835.94	36%
22	2022	Bks/Subs	255	0.00	146.44	108.56	57%
23	2029	Bus Conf Exp	5,000	0.00	605.00	4,395.00	12%
24	2035	Educ/Trng	0	0.00	0.00	0.00	0%
25	2039	Empl Trans	300	0.00	0.00	300.00	0%
26	2051	Insurance	91,002	0.00	91,002.00	0.00	100%
27	2061	Memberships	9,300	0.00	9,400.00	-100.00	101%
28	2076	Office Sups	7,000	638.22	6,507.37	492.63	93%
29	2081	Postage	1,100	0.00	0.00	1,100.00	0%
30	2085	Printing	750	0.00	234.48	515.52	31%
31	2197	Tele & Teleg	15,500	1,386.76	15,847.57	-347.57	102%
32	2261	Office Equip Mtnc	8,000	549.98	4,729.06	3,270.94	59%
33	2275	Rents & Leases	9,500	432.18	9,422.10	77.90	99%
34	2332	Food Sups	600	0.00	542.64	57.36	90%
35	2444	Medical Supplies	2,000	0.00	1,991.29	8.71	100%
36	2505	Actg Svcs	28,400	0.00	28,398.68	1.32	100%
37	2531	Legal Svcs	10,000	0.00	8,280.00	1,720.00	83%
38	2591	Other Prof Svcs	80,700	14,995.01	80,885.97	-185.97	100%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	28,980	0.00	28,975.34	4.66	100%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	16,000	229.64	1,549.09	14,450.91	10%
43		TOTAL	315,687	18,231.79	288,981.09	26,705.91	92%
44							
45							
46							
47	4303	Office Equipment	0	0.00	0.00	0	0%
48		TOTAL	0	0.00	0.00	0.00	0%
49							
50							
51							
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	A	B	C	D	E	F	G
58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah	68,736	5,290.46	67,747.75	988.25	99%
62	1110	Supervisor-Rachel	52,104	4,011.08	51,129.58	974.42	98%
63	1122	Part Time	165,000	13,385.26	143,710.55	21,289.45	87%
64	1122	Part Time Ases	68,440	6,628.89	59,156.57	9,283.43	86%
65		Sub-Total	354,280	29,315.69	321,744.45	32,535.55	91%
66	1210	Retirement	9,667	744.13	9,365.37	301.63	97%
67	1220	OASDI	20,217	2,198.77	23,799.07	-3,582.07	118%
68	1230	Insurance	13,494	1,087.60	12,826.90	667.10	95%
69	1240	Worker's Comp	5,394	0.00	4,788.84	605.16	89%
70	1250	Unemployment	5,510	252.82	3,989.66	1,520.34	72%
71		Sub-Total	54,282	4,283.32	54,769.84	-487.84	101%
72		TOTAL	408,562	33,599.01	376,514.29	32,047.71	92%
73							
74	SERVICES & SUPPLIES						
75	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
76	2022	Books/Subs	0	0.00	0.00	0.00	0%
77	2029	Business/Conf Exp	500	100.00	100.00	400.00	20%
78	2035	Educ/Trng	1,000	0.00	35.00	965.00	4%
79	2039	Empl Trans	1,000	35.28	154.59	845.41	15%
80	2061	Memberships	300	0.00	295.00	5.00	98%
81	2065	Film Svcs	0	0.00	0.00	0.00	0%
82	2076	Office Svcs	750	15.07	152.74	597.26	20%
83	2081	Postage	1,500	0.00	0.00	1,500.00	0%
84	2085	Printing	6,000	0.00	97.87	5,902.13	2%
85	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
86	2275	Rents & Leases	0	0.00	0.00	0.00	0%
87	2314	Clothing	3,000	0.00	1,221.67	1,778.33	41%
88	2332	Food	500	67.39	267.47	232.53	53%
89	2444	Med Svcs	2,500	0.00	969.93	1,530.07	39%
90	2591	Other Prof Svcs	5,000	260.00	4,795.60	204.40	96%
91	2851	Rec Svcs	5,000	49.00	1,204.04	3,795.96	24%
92	2852	Rec Svcs	9,000	448.81	3,335.65	5,664.35	37%
93	2871	Transportation	1,800	0.00	0.00	1,800.00	0%
94	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
95			37,850	975.55	12,629.56	25,220.44	33%
96							
97	4303	Office Equipment	0	0.00	0.00	0.00	0%
98			0	0.00	0.00	0.00	0%
99							
100							
101							
102							
103							
104							
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	A	B	C	D	E	F	G
115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott	75,732	5,828.62	75,732.06	-0.06	100%
119	1110	Supervisor - Sergio	60,240	4,636.92	60,239.96	0.04	100%
120	1110	Facility Mtnc Sprv.- Sean	67,980	5,232.30	40,617.60	27,362.40	60%
121	1110	Mtnc Wkr-Doug	12,505	0.00	8,812.30	3,692.70	70%
122	1110	Mtnc Wkr-Eric	41,880	3,224.62	41,880.06	-0.06	100%
123	1110	Mtnc Wkr-Rodney	41,880	3,224.62	41,880.06	-0.06	100%
124	1110	Mtnc Wkr-Steve	36,238	2,515.64	35,916.82	321.18	99%
125	1110	Mtnc Wkr-Adam	36,238	2,337.94	34,986.52	1,251.48	97%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Freedom Park Monitor	0	0.00	0.00	0.00	0%
128	1122	Weekday & Weekend Bldg Monitor	15,000	1,008.00	13,154.13	1,845.87	88%
129		Sub-Total	387,693	\$ 28,008.66	353,219.51	34,473.49	91%
130	1210	Retirement	29,815	2,095.08	27,236.28	2,578.72	91%
131	1220	OASDI	29,659	2,101.13	26,551.34	3,107.66	90%
132	1230	Insurance	89,342	6,069.07	76,102.94	13,239.06	85%
133	1240	Worker's Comp.	36,615	0.00	36,009.85	605.15	98%
134	1250	Unemployment	2,205	21.17	1,155.08	1,049.92	52%
135		Sub-Total	187,636	10,286.45	167,055.49	20,580.51	89%
136		TOTAL	575,329	38,295.11	520,275.00	55,054.00	90%
137	SERVICES & SUPPLIES						
138	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
139	2035	Educ/Trng	500	0.00	480.00	20.00	96%
140	2039	Empl Trans	200	36.96	265.26	-65.26	133%
141	2061	Memberships	300	0.00	300.00	0.00	100%
142	2076	Office Sups	200	16.98	209.99	-9.99	105%
143	2104	Agri/Hort	2,000	159.48	514.96	1,485.04	26%
144	2111	Bldg Mtnc Svc	2,500	0.00	807.96	1,692.04	32%
145	2112	Bldg Mtnc Sups	7,500	174.79	5,136.35	2,363.65	68%
146	2122	Chem Sups	4,000	0.00	767.09	3,232.91	19%
147	2131	Elec Sys SVC	4,000	0.00	3,037.00	963.00	76%
148	2132	Elec Sys Sup	2,000	0.00	656.15	1,343.85	33%
149	2142	Land Imp Sup	15,000	497.74	15,011.94	-11.94	100%
150	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
151	2162	Paint Sups	2,000	180.99	1,545.67	454.33	77%
152	2168	Plumbing Sups	4,800	57.73	1,367.27	3,432.73	28%
153	2191	Electricity	49,000	2,702.97	35,785.55	13,214.45	73%
154	2192	Natural Gas	3,000	46.88	2,775.07	224.93	93%
155	2193	Refuse	8,500	526.69	8,823.50	-323.50	104%
156	2195	Sewage	6,200	316.17	1,940.86	4,259.14	31%
157	2197	Tele/Teleg	1,900	154.03	1,868.35	31.65	98%
158	2198	Water	95,000	13,068.78	100,814.34	-5,814.34	106%
159	2205	Auto Mtnc Svc	12,000	185.69	8,208.35	3,791.65	68%
160	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
161	2211	Constr Equip Svc	7,500	0.00	6,753.26	746.74	90%
162	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
163	2226	Expend Tools	3,000	588.05	2,758.59	241.41	92%
164	2236	Fuels & Lubes	16,000	0.00	11,243.57	4,756.43	70%
165	2275	Rents & Leases	9,000	465.97	6,262.24	2,737.76	70%
166	2281	Shop Equip Svc	1,000	0.00	1,071.51	-71.51	107%
167	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
168	2292	Other Equip	7,000	0.00	5,931.23	1,068.77	85%
169	2314	Clothing	1,800	1,047.89	2,068.85	-268.85	115%
170	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	16,000	675.66	15,177.27	822.73	95%
174	2444	Medical Sup	300	0.00	74.89	225.11	25%
175	2591	Other Prof Svc	70,000	102.00	59,383.30	10,616.70	85%
176	2898	Other Oper Exp	100	0.00	0.00	100.00	0%
177		TOTAL	352,300	21,005.45	301,040.37	51,259.63	85%
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179							
180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	0	0.00	0.00	0.00	0%
183	4202	Structures & Imp	0	0.00	0.00	0.00	0%
184	4303	Other Equip	<u>35,000</u>	<u>16,713.61</u>	<u>32,572.08</u>	<u>2,427.92</u>	<u>93%</u>
185			35,000	16,713.61	32,572.08	2,428	0%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231		SALARIES & BENEFITS					
232	1110	FULL TIME SALARIES	664,320	47,803.39	629,650.92	34,669.08	95%
233	1122	PART TIME SALARIES	256,940	21,022.15	222,471.25	34,468.75	87%
234	1210	RETIREMENT	53,115	3,908.29	50,268.25	2,846.75	95%
235	1220	OASDI	63,563	5,276.65	62,888.27	674.73	99%
236	1230	INSURANCE	133,769	9,712.68	118,875.75	14,893.25	89%
237	1240	WORKER'S COMP	44,661	0.00	42,845.51	1,815.49	96%
238	1250	UNEMPLOYMENT	8,205	273.99	5,438.74	2,766.26	66%
239	1000	SALARIES/BENEFITS	1,224,573	90,335.09	1,132,438.69	92,134.31	92%
240							
241		SERVICES & SUPPLIES					
242	2005	AD/LEGAL NOTICE	1,300	0.00	464.06	835.94	36%
243	2022	BOOKS/SUBS	255	0.00	146.44	108.56	57%
244	2029	BUS/CONF EXP	5,500	100.00	705.00	4,795.00	0%
245	2035	EDUC/TRNG	1,500	0.00	515.00	985.00	34%
246	2039	EMPLOY TRANS	1,500	35.28	419.85	1,080.15	0%
247	2051	INSURANCE	91,002	0.00	91,002.00	0.00	100%
248	2061	MEMBERSHIPS	9,900	0.00	9,995.00	-95.00	101%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	7,950	670.27	6,870.10	1,079.90	86%
251	2081	POSTAGE	2,600	0.00	0.00	2,600.00	0%
252	2085	PRINTING	6,750	0.00	332.35	6,417.65	5%
253	2104	AGRI/HORT	2,000	159.48	514.96	1,485.04	26%
254	2111	BLDG MTNC SVC	2,500	0.00	807.96	1,692.04	32%
255	2112	BLDG MTNC SUP	7,500	174.79	5,136.35	2,363.65	68%
256	2122	CHEM SUPS	4,000	0.00	767.09	3,232.91	19%
257	2131	ELEC MTNC SVC	4,000	0.00	3,037.00	963.00	76%
258	2132	ELEC MTNC SUP	2,000	0.00	656.15	1,343.85	33%
259	2142	LAND IMP SUP	15,000	497.74	15,011.94	-11.94	100%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	2,000	180.99	1,545.67	454.33	77%
262	2168	PLUMBING SUPS	4,800	57.73	1,367.27	3,432.73	28%
263	2191	ELECTRICITY	49,000	2,702.97	35,785.55	13,214.45	73%
264	2192	NATURAL GAS	3,000	46.88	2,775.07	224.93	93%
265	2193	REFUSE	8,500	526.69	8,823.50	-323.50	104%
266	2195	SEWAGE	6,200	316.17	1,940.86	4,259.14	31%
267	2197	TELE/TELEG	17,400	1,540.79	17,715.92	-315.92	102%
268	2198	WATER	95,000	13,068.78	100,814.34	-5,814.34	106%
269	2205	AUTO MTNC SVC	12,000	185.69	8,208.35	3,791.65	68%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	7,500	0.00	6,753.26	746.74	90%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	3,000	588.05	2,758.59	241.41	92%
274	2236	FUELS / LUBES	16,000	0.00	11,243.57	4,756.43	70%
275	2261	OFF EQUIP MTNC	8,000	549.98	4,729.06	3,270.94	59%
276	2275	RENTS/LEASES	18,500	898.15	15,684.34	2,815.66	85%
277	2281	SHOP EQUIP SVCS	1,000	0.00	1,071.51	-71.51	107%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	7,000	0.00	5,931.23	1,068.77	85%
280	2314	CLOTHING	4,800	1,047.89	3,290.52	1,509.48	69%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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286	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
287	2322	CUST SUP	16,000	675.66	15,177.27	822.73	95%
288	2332	FOOD SUPS	1,100	67.39	810.11	289.89	74%
289	2444	MED SUPS	4,800	0.00	3,036.11	1,763.89	63%
290	2505	ACCOUNT SVC	28,400	0.00	28,398.68	1.32	100%
291	2531	LEGAL SVC	10,000	0.00	8,280.00	1,720.00	83%
292	2591	OTHER PROF SVCS	155,700	15,357.01	145,064.87	10,635.13	93%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	28,980	0.00	28,975.34	4.66	0%
295	2851	RECREATION SVC	5,000	49.00	1,204.04	3,795.96	24%
296	2852	RECREATION SUP	9,000	448.81	3,335.65	5,664.35	37%
297	2871	TRANSPORTATION	1,800	0.00	0.00	1,800.00	0%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	16,100	229.64	1,549.09	14,550.91	10%
300	2000	SERVICES/SUPPLIES	705,837	40,212.79	602,651.02	103,185.98	85%
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302	FIXED ASSETS						
303	4201	Building IIM	0	0.00	0.00	0.00	0%
304	4202	STRUCT & IMP	0	0.00	0.00	0.00	0%
305	4303	EQUIPMENT	35,000	16,713.61	32,572.08	2,427.92	0%
306	4000	FIXED ASSETS	35,000	16,713.61	32,572.08	2,428	0%
307							
308							
309	1000	SALARIES & BENE	1,224,573	90,335.09	1,132,438.69	92,134.31	92%
310							
311	2000	SERVICES & SUPP	705,837	40,212.79	602,651.02	103,185.98	85%
312							
313	4000	FIXED ASSETS	35,000	16,713.61	32,572.08	2,428	93%
314							
315		CONTINGENCY	200,000	0.00	166,505.00	33,495.00	83%
316			0				
317		RESERVE	286,927	0.00	0.00	0.00	0%
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320		TOTAL	2,452,337	147,261.49	1,934,166.79	231,243	79%
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1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT JUNE 2021					
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SERVICES & SUPPLIES						
7	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
8	2505	Actg Svcs	1,500	0.00	1,500.00	0.00	100%
9	2591	Other Prof Svcs	12,850	0.00	8,604.24	4,245.76	67%
10		TOTAL	14,505	0.00	10,259.24	4,245.76	71%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	MAINTENANCE						
60	SALARIES & BENEFITS						
61	1110	Mtnc Wkr-	33,543	2,790.60	26,582.20	6,960.80	79%
62	1122	PT Wkr-Seasonal	12,000	0.00	10,976.00	1,024.00	91%
63		Sub-Total	45,543	\$ 2,790.60	37,558.20	7,984.80	82%
64	1210	Retirement	2,683	0.00	1,552.87	1,130.13	58%
65	1220	OASDI	3,484	112.80	2,658.36	825.64	76%
66	1230	Insurance	11,816	757.57	7,876.49	3,939.51	67%
67	1240	Worker's Comp.	4,348	0.00	3,742.83	605.17	86%
68	1250	Unemployment	700	0.00	162.79	537.21	23%
69		Sub-Total	23,031	870.37	15,993.34	7,037.66	69%
70		TOTAL	68,574	3,660.97	53,551.54	15,022.46	78%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	1,500	0.00	0.00	1,500.00	0%
73	2111	Bldg Mtnc. Svcs	250	0.00	0.00	250.00	0%
74	2122	Chemical Supplies	250	0.00	0.00	250.00	0%
75	2142	Land Imp Supplies	1,400	0.00	1,330.56	69.44	95%
76	2191	Electricity	750	47.34	736.76	13.24	98%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	30,000	4,401.54	29,714.16	285.84	99%
79	2205	Auto Mtnc Svc	1,200	0.00	0.00	1,200.00	0%
80	2211	Constr Equip. Svc	250	0.00	0.00	250.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	0.00	2,000.00	0.00	100%
83	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
84	2281	Shop Equip Serv.	150	0.00	0.00	150.00	0%
85	2292	Other Equip Sups	500	0.00	0.00	500.00	0%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	100	0.00	0.00	100.00	0%
88	2591	Other Prof Svc	500	0.00	265.00	235.00	53%
89		TOTAL	41,650	4,448.88	34,046.48	7,603.52	82%
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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	0	0.00	0.00	0.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			0	0.00	0.00	0.00	0%
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113	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
114		DISTRICT TOTALS					
115		SALARIES & BENEFITS					
116	1110	FULL TIME SALARIES	33,543	2,790.60	26,582.20	6,960.80	79%
117	1122	PART TIME SALARIES	12,000	0.00	10,976.00	1,024.00	91%
118	1210	RETIREMENT	2,683	0.00	1,552.87	1,130.13	58%
119	1220	OASDI	3,484	112.80	2,658.36	825.64	76%
120	1230	INSURANCE	11,816	757.57	7,876.49	3,939.51	67%
121	1240	WORKER'S COMP	4,348	0.00	3,742.83	605.17	86%
122	1250	UNEMPLOYMENT	700	0.00	162.79	537.21	23%
123	1000	SALARIES/BENEFITS	68,574	3,660.97	53,551.54	15,022.46	78%
124							
125		SERVICES & SUPPLIES					
126	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
127	2104	AGRI/HORT	1,500	0.00	0.00	1,500.00	0%
128	2111	Bldg Mtn. Svcs	250	0.00	0.00	250.00	0%
129	2122	Chemical Supplies	250	0.00	0.00	250.00	0%
130	2142	Land Imp Supplies	1,400	0.00	1,330.56	69.44	95%
131	2191	ELECTRICITY	750	47.34	736.76	13.24	98%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	30,000	4,401.54	29,714.16	285.84	99%
134	2205	Auto Mtn. Svc	1,200	0.00	0.00	1,200.00	0%
135	2211	Constr Equip. Svc	250	0.00	0.00	250.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	0.00	2,000.00	0.00	100%
138	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
139	2281	Shop Equip Serv.	150	0.00	0.00	150.00	0%
140	2292	Other Equip Sups	500	0.00	0.00	500.00	0%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	100	0.00	0.00	100.00	0%
143	2505	Accounting	1,500	0.00	1,500.00	0.00	100%
144	2591	OTHER PROF SVCS	12,850	0.00	8,869.24	3,980.76	69%
145	2000	SERVICES/SUPPLIES	56,155	4,448.88	44,305.72	11,849.28	79%
146							
147		FIXED ASSETS					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	0	0.00	0.00	0.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	0	0.00	0.00	0.00	0%
152							
153							
154	1000	SALARIES & BENE	68,574	3,660.97	53,551.54	15,022.46	78%
155							
156	2000	SERVICES & SUPP	56,155	4,448.88	44,305.72	11,849.28	79%
157							
158	4000	FIXED ASSETS	0	0.00	0.00	0.00	0%
159							
160		CONTINGENCY	33,905	0.00	0.00	33,905.00	0.00
161			0				
162		RESERVE	0	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	158,634	8,109.85	97,857.26	60,777	62%
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