

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

AGENDA

Regular Meeting of the Board of Directors

April 14, 2022 6:30 p.m. – District Office – 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 March 10, 2022 Regular Meeting

B. Minutes March 10, 2022 Special Meeting

3. **CHAIRPERSON'S REPORT**

4. **COMMENTS FROM BOARD MEMBERS**

5. **REPORTS FROM STANDING COMMITTEES:**

Budget, Finance & Audit: Chairperson Beau Reynolds; Member Vladimir Valin

Facility Development: Chairperson Crystal Harding; Member Veya Cummings

Personnel and Policy: Chairperson Vladimir Valin; Member Crystal Harding

Programs, Fees and Charges: Chairperson Veya Cummings; Member Beau Reynolds

6. **ADMINISTRATOR'S REPORT**

A. Park and Facility Maintenance Report

B. Recreation Report

7. **CORRESPONDENCE**

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. Resolution #610 – Calling the November 8, 2022 Election
Board action to approve Resolution #610 calling for the Presidential General District Election to be consolidated with the statewide election to be held November 8, 2020.
- Candidates Statement of Qualifications
Board action to determine whether to limit the candidate's statement to 200 words or to authorize an extension to 400 words. Board action to require the individual to pay for publication of the statement when filing the applications.
 - Combine Election Notice
Board action to declare how the required Notice of District Election will be published individual, or combined with other District's.
- B. Resolution #611 – FY2021/2022 Mid-Year Contingency Fund Budget Decrease Transfer Request for the General Fund
Board discussion/action to decrease the Contingency Fund and increase Full-Time Salaries and benefits, Business/Conference, Education/Training, Water, Fuel & Lubes, Food Supplies and Accounting.
- C. Resolution #612 – FY2021/2022 Mid-Year Contingency Fund Budget Decrease Transfer Request for Cherry Blossom
Board discussion/action to decrease the Contingency Fund and increase Full-Time Salaries and benefits, Water and Other Professional Service.
- D. FY2022-2023 Proposed Full Time Staffing Presentation
Board discussion – no action required.
- E. Classification and Compensation Study
Board discussion – no action required.
- F. CEQA Study Notice of Exemption
Board discussion/action to approve staff recommendation to approve the Notice of Exemption in order to have the Sacramento County/Clerk record the Notice, which will then be forwarded to the State Parks Office of Grants and Local Services.

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 May 12, 2022 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

Date: March 10, 2022

Time: 6:30 p.m. – Regular Meeting

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

Member Present: Patrick Williams, Beau Reynolds, Crystal Harding, Vladimir Valin, Veya Cummings

Members Absent: None

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

Guests Present: Kelly Oakes, MRC

CALL MEETING TO ORDER:

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

APPROVAL OF MINUTES:

3/1/22

Motion by Board Member Harding seconded by Board Member Cummings that the Board of Directors approves the Minutes of the Regular Meeting of February 10, 2021 with the noted changes from Board Member Harding.

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

CHAIRPERSON'S REPORT:

None

COMMENTS FROM BOARD MEMBERS:

Board Member Harding noted that she recently attended the CPRS Conference. She recommended that the Board Members should take advantage of these opportunities.

Board Member Reynolds announced that this was Women's History Month.

Board Member Reynolds wanted to thank staff for working with Sacramento Tree Foundation and SMUD. He stated that the District will be having a Tree Planting at Larchmont Park on March 19, 2022 at 8:45 a.m.

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 Vacant; Member Vladimir Valin

Programs, Fees and Charges: Chairperson Vacant; Member Beau Reynolds

ADMINISTRATOR’S REPORT:

Park Superintendent Scott Graham presented his division report.

- Scott gave project updates to the Board Members.
 - ADA doors for the Community and Recreation Center have been installed and Karl Rosario and Larchmont Parks and pathway repairs and replacement have been completed.
 - Brock Park and the District Office concrete was poured this morning. He stated that they will be installing a new bench at the District Office for anyone that want to enjoy the quietness and the shade.
 - Scott stated that he brought one of the new trucks down to the office for the Board Members to see.
 - He reported on the Tree Planting event:
 - There have been a couple of logistical meetings with Sacramento Tree Foundation and key volunteers.
 - Trees have been ordered and will be delivered to the District’s Corporation yard a week from tomorrow and will be brought to Larchmont Park the morning of the event.
 - Tree Foundation will provide all equipment for the tree planting.
 - New irrigation for the trees will be installed prior to the event.

Recreation Superintendent Sarah Musser presented her division report.

CORRESPONDENCE:

Chairperson Williams requested that the Board of Directors add a new item to the Agenda that arrived after the agenda had been completed. This item will be New Business D.

- A. Letter dated 2/18//22 from Ben Lamera, Director of Finance for County of Sacramento re: Election of the Special Districts Representative for the Sacramento County Treasury Oversight Committee.

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Ridgepoint and Chardonnay Park Playground Design Options

Park Superintendent Scott Graham expanded on his written report for playground structures located at Ridgepoint and Chardonnay parks.

- Expand full play structures at both parks
- Ridgepoint will have a shade structure with picnic tables and benches west of the park.
- There will be integrated shading, shade structures over play structures.
- Play structures for age groups 2 years to 12 years.
- Will incorporate Adult fitness.
- Inclusive playground designs will be added.
- Playgrounds should be up and running by June 30th.

Park Superintendent Graham introduce Kelly Oakes, representative for MRC. Kelly Oakes from MRC gave a brief overview for Ridgepoint Playground Designs Option 1 and Option 2 first with Board Comments and Questions.

3/2/22

Motion made by Board Member Reynolds to approve Options #2 Structures for Ridgepoint Park. The motion failed due to a lack of a second.

3/3/22

Motion made by Board Member Reynolds, seconded by Board Member Valin, that the Board of Directors approve Options #1 Structures for Ridgepoint Park.

AYES: Reynolds, Harding, Valin, Cummings

NOES: Williams

ABSTAIN: -0-

ABSENT: -0-

3/4/22

Motion made by Board Member Valin, seconded by Board Member Cummings, that the Board of Directors approve Passion Fruit (playground equipment color) for Options #1 Structure for Ridgepoint Park.

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

Kelly Oakes from MRC gave a brief overview for Chardonnay Playground Designs Option 1 and Option 2 first with Board Comments and Questions.

3/5/22

Motion made by Board Member Reynolds, seconded by Board Member Valin, that the Board of Directors approve Options #1 Structures for Chardonnay Park.

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

3/6/22

Motion made by Board Member Reynolds, to approve Whimsy playground color for Option #1. The motion failed due to a lack of a second.

3/7/22

Motion made by Board Member Cummings, seconded by Board Member Reynolds, that the Board of Directors approve (green, blue and orange) color as the for Options #1 Structure for Chardonnay Park.

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

B. Calendar Year 2022 Investment Policy for the Pooled Investment Fund
Administrator Mazzuca went over the Investment Policy for the Pooled Investment Fund report with Board Comments and Questions.

3/8/22

Motion by Board Member Harding seconded by Board Member Cummings that the Board of Directors receive and file 2022 Pooled Investment Fund Report that was approved by the Board of Supervisor.

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

C. Amendment to the District Administrator's Employment Agreement

Chairperson Williams stated that on February 10, 2022 the Board Members met in a close session to discuss the Administrator's Employment Agreement:

- The Parties now desire to amend the Agreement in order to adjust the salary and add an automobile allowance.
- Agreement section 5(a) is changes to revise the salary amount to \$10,917 per month or \$133,004 per year, effective retroactive to January 1, 2022.
- Agreement section 5 is changed by adding subsection (e) additional benefit to read as follows: Automobile allowance. Employee will receive an automobile allowance in the sum of \$400 per month, effective March 1, 2022.

3/9/22

Motion made by Board Member Valin, seconded by Board Member Reynolds, that the Board of Directors accept and approve the Amendment to the District Administrator’s Employment Agreement with regards to adjusting the salary to \$10,917 per month, retroactive to January 1, 2022, and approving an automobile allowance of \$400 per month, effective March 1, 2022.

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

D. Sacramento County Treasury Oversight Committee: Election of the Special District’s Representative

Chairperson Williams reviewed the correspondence from Sacramento County Treasury Oversight Committee to fill a vacancy for a special district representative.

3/10/22

Motion made by Board Member Harding to nominate Board Member Cummings for the Sacramento County Treasury Oversight Committee Election of the Special District’s Representative; The motion was seconded by Board Member Reynolds.

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

PAYMENT OF BILLS

Payment of bills for the Month of February 2022 for the District and Cherry Blossom Park was presented with Board comments and questions.

3/11/22

Motion made by Board Member Reynolds, seconded by Board Member Cummings, that the Board of Directors approve the February GF payment of the bills.

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

3/12/22

Motion made by Board Member Reynolds, seconded by Board Member Cummings, that the Board of Directors approve the February payment of the bills, Cherry Blossom Park.

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

ADJOURNMENT

Chairperson Williams adjourned the meeting at 8:09 p.m.

DATE, TIME AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on April 14, 2022 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
MINUTES
SPECIAL MEETING OF THE BOARD OF DIRECTORS**

Date: March 10, 2022
Time: 5:15 p.m.
Place: North Highlands Recreation Center
Members Present: Patrick Williams, Beau Reynolds, Crystal Harding, Vladimir Valin, Veya Cummings, (Mr. Reynolds and Crystal Harding arrived at 5:28pm).
Members Absent:
Staff Present: Larry Mazzuca, District Administrator
Guests Present: Matthew Duarte, CAPRI and CARPD Executive Director

CALL MEETING TO ORDER:

Chairperson Williams called the Special meeting to order at 5:19 p.m.

COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATION

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. New Board Member Training
Matthew Duarte, Executive Director for CAPRI and CARPD conducted a new Board Member training.

ADJOURNMENT

Chairperson Williams adjourned the meeting at 6:21 p.m.

DATE, TIME AND PLACE OF MEETING

The next Regular Meeting of the Board of Directors will be March 10, 2022 at 6:30 p.m. in the North Highlands Recreation and Park District, 6040 Watt Avenue, North Highlands, CA.

Signature

Signature

March 10, 2022

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS MEETING

To: Larry Mazzuca, District Administrator
From: Scott Graham, Parks and Facilities Superintendent
Date: April 14, 2022
Subject: Park/Maintenance Report

PARK MAINTENANCE UPDATE:

- Weekly mowing, weed abatement, edging, trimming and blowing of all District parks and facilities as needed.
- Staff applied herbicides as needed at five District facilities in March.
- Annual training for pesticide and herbicide uses and storage was completed March 17 for all maintenance staff.
- At Brock Park, overgrown ivy shrubs on the south fence line were pruned, as were bushes and shrubs at Freedom Park.
- Prior to resuming irrigation of District facilities on March 22, staff completed repairs and replacements of sprinkler heads and irrigation valves in four parks.
- Decorative planting beds at Freedom Park, the Office Complex and Ruth Inman Park were weeded and mulched.
- At Cherry Blossom Park, native grasses were trimmed by hand, weeds pulled and curbs edged.
- Bollards were repaired/replaced at Larchmont, Ridgepoint and Sierra Creek parks.

FACILITY MAINTENANCE UPDATE:

- A section of damaged drywall was repaired and painted in the Community Center. In addition, a LED ceiling light was repaired and the tile floors were cleaned and buffed.
- At the Office Complex, a new photosensor light timer was replaced. The sensor activates lights around the Complex.

INCIDENT/ACCIDENT REPORT UPDATE:

- At the Elverta Park subdivision, unknown subjects removed five established trees, damaging the irrigation in the process. Staff is in the process of inventorying the entire Cherry Blossom complex to determine if other trees need to be replaced as well. The project should be done by the end of April.

TREE PLANTING EVENT:

Including staff from NHRPD, Sacramento Tree Foundation and many volunteers, more than forty hearty volunteers braved cloudy skies to help plant 20 donated trees at Larchmont Park on Saturday, March 19. The day began with very thorough demonstrations on the basics of planting the trees to ensure their longevity and health. Volunteers were then placed in groups and planted four to five trees in their designated spots. The trees were all in the ground by 11:30 am thanks to the teamwork and enthusiasm of the entire group!



FEC POP TEAM STAT PROGRAM:

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

Monthly activity report for: North Highlands Recreation and Park District
Reporting Period: 2022-03-01 to 2022-03-31

Summary of enforcement actions

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

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Sarah Musser, Recreation Superintendent
DATE: April 14, 2022
SUBJECT: Recreation Division Report

Afterschool Program

Expanded Learning

- Staff conducted the monthly training for part time staff.
 - First training with PT staff leading segments.
 - When I Work scheduling software training.
 - Incentive brainstorming activities.
- TRUSD is fully sponsoring a major professional development opportunity for the PT staff that work in the after-school program. Nearly all of the PT staff will be attending the Best Out of School Time (BOOST) conference in Palm Springs on April 26-29.
 - The after school program will be closed during those days.
 - All parents have been notified.
- St. Patrick's Day was the theme for March.
- Recreation Coordinator, Kelly Jew, will not return for the 2022-2023 school year. Staff will be working to hire a new Coordinator in the coming months. This individual will work closely with Kelly during the end of the school year and Summer Kids Camp.

Raccoon Club

- This program will also be closed April 26-29 while staff attend the BOOST conference in Palm Springs.
- Raccoon Club's average daily attendance has gone up to 18.

Before School Program

- Program continues to do well, students are enjoying the morning activities and getting extra assistance on homework and study time.

Senior Programs

- Harvest Time Coordinator, Kathy hosted a month-long celebration of St. Patrick's Day.
 - Worked on crafts, played BINGO, danced to Irish music, played themed games, and made green treats.
- BINGO attendance continues to increase, with an average of 25 participants in the month of March. That is an increase of 9 participants from February.
- Senior movies played "Awakenings" and "The Last Laugh".

Building & Gym Rentals

- Building rentals & gym rentals are going strong and inquiries come in daily.

COVID Clinics

- Continuing to work with the Sacramento County Department of Public Health to offer COVID vaccine clinics in the Community Center on Tuesday through April from 1:00pm-4:00pm.

Youth Programs

- Spring programs are live on the website.
- Park Spotlight is ever Saturday in May at various parks.
- Spring Break Science Camp is sold out.
 - TRUSD is sponsoring 40 students.
- Summer programs will launch early May

Special Events

- Staff are working on the Spring Fling event scheduled for April 9, 2022 from 10:00am-12:00pm at Freedom Park.
 - Entertainment has been booked and the eggs for the egg hunts have been delivered.
 - Balloon Artist
 - Petting Zoo
 - Special Characters
 - Snow Cones
 - District part time staff will table craft booths, activities, and provide music for the event.
- Recreation Staff worked and attended the Park Planting event on March 19.
 - Provided three activity booths and crafts.
 - Responsible for overseeing volunteer check-in and shirt distribution.

CPRS Conference

- Sarah and Rachel attended the CPRS conference in downtown Sacramento from March 8-11.

Office Assistant

- The position has been offered to Michelle Madrid. Her first day at the office is April 12.
- Michelle comes to us with a diverse set of skills and background. She has a degree in Recreation and will add great value to the Recreation Division!

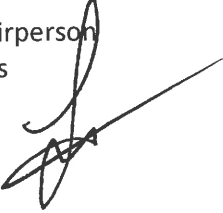


Harvest Time snacks & games for their St. Patrick's Day Celebration!



NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD AGENDA REPORT

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca 

DATE: April 14, 2022

SUBJECT: Notice of General District Election in the North Highlands Recreation and Park District

BACKGROUND

Attached you will find Resolution #610 RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT CALLING GENERAL DISTRICT ELECTION FOR THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT.

DISCUSSION

The district election will be held on the same date as the November 8, 2022 General Election. In the event of a "tie" vote, the method for determining the winner will be a coin flip, which shall be conducted by the District Administrator.

Notice is hereby given that a Presidential General District Election will be held in this district on November 8, 2022. The offices for which candidates may be nominated are:

Board of Directors Two (2) positions four (4) years

QUALIFICATIONS: Each candidate must meet the following qualifications for office as specified in the principal act or applicable code under which this district is organized.

1. Registered Voter, and
2. Resides within the boundaries of the District, or
3. Owner of real property within the boundaries of the District

RECOMMENDATION

Staff recommends that the Board of Directors adopt RESOLUTION NO. 610, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT CALLING GENERAL DISTRICT ELECTION FOR THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT.

RESOLUTION #610

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT
CALLING GENERAL DISTRICT ELECTION
FOR THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT**

WHEREAS, an election will be held within the North Highlands Recreation and Park District on November 8, 2022, for the purpose of electing two members of the Board of Directors; and

WHEREAS, a General Election will be held within the County of Sacramento on the same day; and

WHEREAS, Elections Code §10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election, and

WHEREAS, in case of a tie vote, the method for determine the winner shall be coin flip performed by the District Administrator.

THEREFORE, BE IT RESOLVED, that the North Highlands Recreation and Park District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled General Election with the statewide election to be held on November 8, 2022; and

BE IT FURTHER RESOLVED, that the Candidate pays at the Voter Registration and Elections office for the publication of the candidates' statement, pursuant to Election Code §13307. The limitation on the number of words that a candidate may use in his or her candidate's statement is 200 words; and

BE IT FURTHER RESOLVED that the District agrees to reimburse the Registrar of Voters for actual costs accrued, such cost to be calculated by the method set forth in the County's current Election Cost to Allocation Procedures.

PASSED AND ADOPTED by the following vote on April 14, 2022.

Vladimir Valin
Board Secretary

Patrick Williams
Chairperson, Board of Directors

AYES:

NAYS:

ABSTAIN:

ABSENT:

ATTEST:

**NOTICE OF GENERAL DISTRICT ELECTION
IN THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT**

Notice is hereby given that a Presidential General District Election will be held in this district on November 8, 2022. The offices for which candidates may be nominated are:

Board of Directors

Two (2) positions four (4) years

QUALIFICATIONS: Each candidate must meet the following qualifications for office as specified in the principal act or applicable code under which this district is organized:

1. Registered Voter, and
2. Reside within the boundaries of the District, or
3. Owner of real property within the boundaries of the District.

CODE REFERENCE: Uniform District Election Law 23500-53559

Official declarations of candidacy for eligible candidates desiring to file for any of the elective offices may be obtained from the office of the Registrar of Voters at 7000 65th Street, Suite A, Sacramento, CA 95825-2315, on and after July 18, 2022, and must be filed not later than 5:00 p.m. on August 12, 2022. However, if a declaration of candidacy for an incumbent is not filed by August 12, 2022, any qualified person other than the incumbent shall have until 5:00 p.m. on August 17, 2022, to file a declaration of candidacy for such office.

Appointment to each elective office will be made by the supervising authority as prescribed by Elections Code §10515 in the event there are no candidates or an insufficient number of candidates for such office and a petition for an election is not filed within the time prescribed by the Elections Code §10515; that is, by 5:00 p.m. on August 17, 2022.

Dated this 14th day of April, 2022.

Vladimir Valin
Board Secretary

Patrick Williams
Chairperson, Board of Directors



PUBLICATION OF NOTICE OF ELECTION

Election Code §12112 required the publication of a "Notice of Election". The notice shall contain the date of the General District Election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office, as well as other pertinent information.

NORTH HIGHALNDS RECREATION AND PARK
(Name of District)

The Registrar of Voters will publish a combined election notice for all districts scheduled for election on November 8, 2022.

Dated this 14th day of April 2022

Vladimir Valin
Board Secretary

Patrick Williams
Chairperson, Board of Directors

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA REPORT

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: April 14, 2022

SUBJECT: Contingency Transfer Request (General Fund)

BACKGROUND

The District requires further transfers from the Contingency Fund to support various General Fund and CFD budget accounts. There are two Contingency Fund line items; one is located in the General Fund budget and the other in the Elverta Park/Cherry Blossom Park CFD budget. The purpose of the Contingency Fund is to support additional unforeseen district financial needs throughout the fiscal year.

DISCUSSION

The District anticipates a need for additional funds to be transferred from the Contingency Fund to several GF operational accounts. One transfer request, Professional Development Training, will result in a 100% reimbursement from Twin Rivers Unified School District to NHRPD. The transfer requests are listed below by division.

RECREATION DIVISION

Professional Development Training

Account 2029

Twin Rivers Unified School District has requested that part time district staff that work in after school program attend a professional development conference in Palm Springs April 26-April 29, 2022. The school district will reimburse the district for all related costs, including transportation, registration, air fare and meals. The estimated cost for this conference is \$15,500. The NHRPD will front the money and then be reimbursed by the school district.

Funding Request: \$15,500

CPRS Conference

Account 2035

The district sent two full time staff to the California Parks and Recreation Society conference earlier in the year. The costs exceeded the budget by \$262.00

Funding Request: \$ 262

RECREATION DIVISION SUB-TOTAL REQUEST \$15,762

ADMINISTRATION DIVISION

District Administrator Contract Amendment

Account	1110 Salary	\$ 9,200
	1210 Retirement	734
	1220 OASDI	700
	<u>1240 Workers Comp</u>	<u>166</u>
	Total	\$10,800

The District’s Board of Directors granted the Administrator a mid-year salary adjustment. The listed salary includes a monthly automobile stipend of \$400.

Funding Request: \$10,800

District Board and Staff Food Budget

Account 2332 Food

The additional funding will cover staff and board food related expenditures.

Funding Request: \$ 500

Sacramento County Financial Services

Account 2505

NHRPD is an Independent Special District that contracts with Sacramento County for financial services, including payroll, budget and other public services. The county adjusted their fee structure mid-year requiring the District to amend its budget in the amount of \$351.

Funding Request: \$ 351
ADMINISTRATION DIVISION SUB-TOTAL REQUEST \$11,651

MAINTENANCE DIVISION

Increase to Water Account

Account 2198 Water

Due to continued drought condition in the current fiscal year, it has become necessary to begin watering parks earlier than normal as the current dry conditions are negatively affecting our park system. It is probable that the county and state will once again implement water use restrictions, which will mandate water use by the district through the end of the current fiscal year.

Funding Request: \$8,500

Increase to Fuels and Lube Account

Account 2236 Fuels and Lube

There has been a sharp increase to fuel throughout California and the country. Current fuel funding may not be sufficient to get through the end of the fiscal year. Staff requests an additional \$3,500.

Funding Request: \$ 3,500
MAINTENANCE DIVISION SUB-TOTAL REQUEST \$12,000

GENERAL FUND REQUEST

Recreation Division	\$15,762
Administration Division	11,651
Maintenance Division	12,000
<hr/>	
TOTAL GENERAL FUND REQUEST	\$39,413 *

SUMMARY

The District currently has \$69,305.00 remaining in its FY 2021-2022 Contingency Account. If the Board of Directors approves the transfer request of \$39,413, the District will have a remaining balance of \$29,892 in the account for the remainder of the current fiscal year. Reimbursed funds from the Twin Rivers Unified School District in the amount of \$15,500 will be deposited as "revenue."

RECOMMENDATION

Staff recommends that the Board of Directors approve staff's Contingency Fund transfer in the amount of \$39,413 as described in the report.

RESOLUTION #611

**RESOLUTION OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT
AUTHORIZING FY2021/2022 BUDGET AMENDMENT CONTINGENCY FUND
DECREASE**

WHEREAS, unanticipated costs for Full-Time Salaries, Business/Conference, Education/Training, Water, Fuel & Lubes, Food Supplies and Accounting for Business Area 346A, Fund Center 9349346 and Cost Center 9349346000 will exceed the 2021-2022 Fiscal Year budgeted amount, and

WHEREAS, funds are available in the Contingency Account 79790100 for Business Areas 346A, Fund Center 9349346 and Cost Center 9349346000;

NOW, THEREFORE BE IT RESOLVED and ordered by the North Highlands Recreation and Park District Board of Directors that the amount of thirty eighty thousand nine hundred and thirteen dollars (\$39,413) be decreased from the Contingency Account 79790100 for Business Areas 346A, Fund Center 9349346 and Cost Center 9349346000 and increase Account 10111000 (Salaries) by the amount of nine thousand two hundred dollars (\$9,200), Account 10121000 (Retirement) by the amount of seven hundred and thirty-four dollars (\$734), Account 10122000 (OASDI) by the amount of seven hundred dollars (\$700), Account 10124000 (Workers' Comp) by the amount of one hundred and sixty-six dollars (\$166), Account 20202900 (Business/Conference Exp.) by the amount of fifth-teen thousand five hundred dollars (\$15,500), Account 20203500 (Education/ Training) by the amount of two hundred and sixty-two dollars (\$262), Account 20219800 (Water) by the amount of eight thousand five hundred dollars (\$8,500), Account 20223600 (Fuel & Lubes) by the amount of three thousand five hundred dollars (\$3,500), Account 20233200 (Food Sup.) by the amount of five hundred dollars (\$500), Account 20250500 (Accounting) by the amount of three hundred and fifty-one dollars (\$351)

<u>ACCOUNT</u>	<u>FUND</u>	<u>FUND CENTER</u>	<u>COST CENTER</u>	<u>FY2021/2022 DECREASE</u>	<u>FY2021/2022 INCREASE</u>
79790100	346A	9349346	9349346000	(\$39,413)	
10111000	346A	9349346	9349346000		\$ 9,200
10121000	346A	9349346	9349346000		\$ 734
10122000	346A	9349346	9349346000		\$ 700
10124000	346A	9349346	9349346000		\$ 166
20202900	346A	9349346	9349346000		\$15,500
20203500	346A	9349346	9349346000		\$ 262
20219800	346A	9349346	9349346000		\$ 8,500
20223600	346A	9349346	9349346000		\$ 3,500
20233200	346A	9349346	9349346000		\$ 500
20250500	346A	9349346	9349346000		<u>\$ 351</u>
					\$39,413

On a motion by Board Member _____ seconded by Board Member _____, the foregoing resolution was passed and adopted by the Board of the North Highlands Recreation and Park District, this 14th day of April 2022, by the following vote:

Patrick Williams
Chairperson, Board of Directors

AYES:
NAYS:
ABSENT:
BSTAIN:


NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD AGENDA REPORT

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: April 14, 2022

SUBJECT: Contingency Transfer Request (Community Facilities District – Cherry Blossom Park/Elverta Park)



BACKGROUND

The District requires further transfers from the Contingency Fund to support various Community Facilities District (CFD) budget accounts. The purpose of the Contingency Fund is to support additional unforeseen district financial needs throughout the fiscal year. The CFD is a separate non-General Fund budget. The CFD currently has a Contingency Fund balance of \$60,000.

DISCUSSION

The District anticipates a need for additional funds to be transferred from the CFD Contingency Fund to several operational accounts. The transfer requests are listed below.

Community Facilities District

Increase to the Water Account

Account 2198 Water

Ongoing drought conditions require that the District budget additional funds in an effort to keep Cherry Blossom Park and Elverta Park landscape areas green and healthy. Like the General Fund, it is possible that the county and state will impose water restrictions which would impact this park and landscaped areas.

Funding Request: \$2,000

Other Professional Services

Account 2591 OPS

The District contracts with SCI Consulting Group to process and file annual end of the year CFD financial reports on behalf of the District. Fees for service require an increase of \$300 funding through the end of the current fiscal year.

Funding Request: \$ 300

Salary & Benefit Adjustments

Account	1110 Salary	\$ 491
	1210 Retirement	40
	1240 Workers Comp	138

Because the Elverta Park/Cherry Blossom Park CFD budget is relatively smaller in comparison to the General Fund budget, it is unable to support its own full time maintenance employee. As a result, the District budgets part of one full time MW salary and benefits, as well as part time funds, and assigns it to the CFD budget. The CFD budget then repays the GF budget for those employee's salaries and benefits.

When the Board of Directors approved a 3% COLA for full time employees January 2022, the GF employee assigned to the CFD was not included. The Board's action to approve this transfer corrects this situation.

Funding Request: \$ 669

TOTAL CFD CONTINGENCY FUND REQUEST \$2,969

SUMMARY

The District's CFD has a \$60,000 Contingency Fund. If the Board approves the \$2,969 transfer request, there will be a fund balance of \$57,031.

RECOMMENDATION

Staff recommends that the Board of Directors approve the CFD Contingency Fund transfer of \$2,969.

RESOLUTION #612

**RESOLUTION OF THE NORTH HIGHLANDS RECREATION AND PARK DISTRICT
AUTHORIZING FY2021/2022 BUDGET AMENDMENT CONTINGENCY FUND
DECREASE**

WHEREAS, unanticipated costs for Full-Time Salaries, Business/Conference, Education/Training, Water and Other Professional Service for Business Area 346B, Fund Center 9348346 and Cost Center 9348346000 will exceed the 2021-2022 Fiscal Year budgeted amount, and

WHEREAS, funds are available in the Contingency Account 79790100 for Business Areas 346B, Fund Center 9348346 and Cost Center 9348346000;

NOW, THEREFORE BE IT RESOLVED and ordered by the North Highlands Recreation and Park District Board of Directors that the amount of two thousand four hundred and twenty-five dollars (\$2,969) be decreased from the Contingency Account 79790100 for Business Areas 346B, Fund Center 9348346 and Cost Center 9348346000 and increase Account 10111000 (Salaries) by the amount of four hundred and ninety-one dollars (\$491), Account 10121000 (Retirement) by the amount of forty dollars (\$40), Account 10124000 (Workers' Comp) by the amount of one hundred and thirty-eight dollars (\$138), 20219800 (Water) by the amount of two thousand dollars (\$2,000) and Account 20259100 (Other Prof. Service) by the amount of three hundred dollars (\$300)

<u>ACCOUNT</u>	<u>FUND</u>	<u>FUND CENTER</u>	<u>COST CENTER</u>	<u>FY2021/2022 DECREASE</u>	<u>FY2021/2022 INCREASE</u>
79790100	346A	9349346	9349346000	(\$2,969)	
10111000	346A	9349346	9349346000		\$ 491
10121000	346A	9349346	9349346000		\$ 40
10124000	346A	9349346	9349346000		\$ 138
20219800	346A	9349346	9349346000		\$ 2,000
20259100	346A	9349346	9349346000		<u>\$ 300</u>
					\$ 2,969

On a motion by Board Member _____ seconded by Board Member _____, the foregoing resolution was passed and adopted by the Board of the North Highlands Recreation and Park District, this 14th day of April 2022, by the following vote:

Patrick Williams
Chairperson, Board of Directors

AYES:
NAYS:
ABSENT:
ABSTAIN:

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

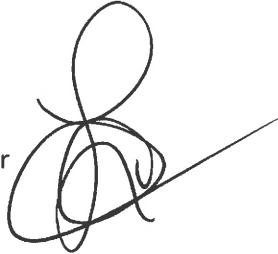
BOARD AGENDA REPORT

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: April 14, 2022

SUBJECT: FY 2022-2023 Proposed Full Time Staffing Presentation



BACKGROUND

During the past year the district lost its Facilities Supervisor due to a resignation. That position has remained unfilled for approximately eight months. Over the course of that time period, work previously performed by this former employee has been shared amongst other maintenance staff or has been contracted out.

The District and Recreation Division currently serves a district population of approximately 45,000. The recreation division of two FT employees, is limited to the number and type of programs it can offer the community. The community, and members of the Board of Directors, have been vocal about their interest in expanded recreation and leisure programming. Staff believes that this situation can be adequately addressed in the FY 2022-2023 budget.

DISCUSSION

Maintenance Division: The Facilities Supervisor vacancy has allowed staff to evaluate the district's facility maintenance needs. In an ideal situation, the district would seek to fill this position with someone who had general knowledge and hands on skills in the trades (plumbing, electrical and construction). However, when this position was first established nearly four years ago, the district had only one viable candidate that had some level of experience in these key areas. It appears that individuals who have this type of experience are extremely difficult to find.

With this vacancy, the Administrator and Maintenance Superintendent have and continue to review its facility and park needs. We have come to the conclusion that filling this position with a second Maintenance Supervisor, as opposed to a Facilities Supervisor, will better suit the district's needs on a forward going basis. A weakness in the organization is the lack of having more than one individual with irrigation knowledge and experience. This is a critical need as the district's current irrigation specialist happens to be the district's other Maintenance Supervisor. With an aging park system, he is often focused on addressing irrigation repairs or replacement. As a result, staff believes that having a second Maintenance Supervisor with irrigation knowledge and experience is critical to our aging park system.

To deal with the district's unmet staffing needs for the trades, staff will revert back to its previous approach, prior to establishing the Facilities Supervisor position, of contracting out for these services.

Recreation Division: Based upon my experience, for a community the size and scope of North Highlands, two FT employees are unable to adequately meet the recreation and leisure needs of the community. With only two staff, these employees can meet some of the district's recreation needs and interests, but not all. A third FT recreation employee (Recreation Coordinator) will allow the district to expand current programming to include teens, pre-teens, trips, expanded camp and summer programs, special events, seniors, and, youth and adult sports, etc. In the post Covid era, many recreation and park agencies in the Sacramento area have noted a sharp uptick in the public's interest in indoor and outdoor recreation activities. Our district needs to position itself to address the public's growing interest in recreation and leisure programming.

SUMMARY

Staff would like to address both positions as part of the FY 2022-2023 budget. The next step will result in a meeting with the Personnel and Policy Committee (Vladi Valin- Chair and Crystal Harding-Member). For staff to make a formal presentation the Board of Directors at the May 12th board meeting, the committee meeting will need to be scheduled between April 18 and May 3. I will suggest several dates for this meeting during the April 14th board meeting.

RECOMMENDATION

Advisory only.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT
BOARD AGENDA REPORT

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: April 14, 2022

SUBJECT: Classification and Compensation Study



BACKGROUND

Last fall, the El Dorado Hills Community Services District (EDHCSD) hired Creative Management Solutions (CMS) to develop a new Classification and Compensation Study for their district. There were eighteen participating agencies, which included thirteen special recreation and park districts, and five Sacramento area cities. The North Highlands Recreation and Park District was one of the eighteen agencies selected to participate in the study. The district had previously participated in the 2017 CMS compensation study.

CMS is one of the largest classification and compensation firms in the country. Information gathered from this study is used by participating agencies to establish or adjust employee compensation on current rates of pay for given job categories.

DISCUSSION

In order to stay competitive and be able to attract and retain the best employees, it is vital that recreation and park agencies keep an eye on the local economy, current job market and present salaries paid by comparable agencies. Failure to do so often results in agencies falling behind the competition. If employee salaries and benefits are not competitive, your employees will likely leave for better paying jobs. When that occurs, you'll likely find it difficult to attract qualified replacements. This is extremely true of smaller agencies like North Highlands who, as you might expect, become training grounds for employees who eventually leave for better paying jobs.

As a smaller agency, North Highlands often relies on compensation studies commissioned by other local agencies to determine if their employee compensation is competitive. By piggybacking on others compensation studies, it saves smaller districts like North Highlands the cost of conducting their own study. Compensation studies can range from \$30,000 on up.

North Highlands Recreation and Park District received the CMS classification and compensation study several weeks ago. Based upon an initial review, it appears that many of our current FT positions/employee salaries fall near the bottom of the comparable agencies used in the study.

To address this issue prior to approval of the FY 2022-2023 budget, staff will take the following steps:

- I. Within the scope of this report, bring to the attention of the board the CMS classification and compensation study. Notify the Board that staff will bring a future recommendation to the board before approval of the FY2022-2023 budget.
- II. Between April 18 and May 2, staff will schedule a meeting with the Budget, Finance and Audit Committee (Beau Reynolds, Chair and Vladi Valin, Member) for further discussion and a future recommendation to the full board.
- III. At the May 12th regular board meeting, the Budget, Finance and Audit Committee will make a presentation and recommendation to the Board of Directors for on an employee compensation proposal that would become effective with the approval of the FY 2022-2023 budget (July 1, 2022).

CMS COMPARABLE AGENCY LIST

A total of thirteen special districts and five cities which met the following criteria, were included in the study.

Participating Agencies – Special Districts

1. Auburn Area Recreation and Park District (Sacramento)
2. Carmichael Recreation and Park District (Sacramento)
3. Chico Area Parks and Recreation District (Chico)
4. Cordova Recreation and Park District (Sacramento)
5. Cosumnes Community Services District (Sacramento)
6. Fair Oaks Recreation and Park District (Sacramento)
7. Fulton El Camino Recreation and Park District (Sacramento)
8. Mission Oaks Recreation and Park District (Sacramento)
9. North Highlands Recreation and Park District (Sacramento)
10. North of the River Recreation and Park District (Fresno)
11. Orangevale Recreation and Park District (Sacramento)
12. Sunrise Recreation and Park District (Sacramento)
13. Truckee Donner Recreation and Park District (Truckee)

Participating Agencies – Towns and Cities

14. City of Citrus Heights (Sacramento Region)
15. City of Folsom (Sacramento Region)
16. City of Placerville (Sacramento Region)
17. City of Rancho Cordova (Sacramento Region)
18. City of Yuba City (Yuba City/Sacramento Region)

Adjusting Survey Average for Different Geographic Areas and Salary Range

The CMS study includes agencies that are located in a similar geographical area and have budgets that fall within an established top-bottom range. CMS has developed a geographical and budget “differential” formula for all agency salaries.

The differential formula takes in consideration agency budget, employee salary ranges and agency location, with a goal of establishing salary ranges for individual positions that directly reflect the size and scope of each agency.

Comparable Employee Salaries

Smaller districts, including North Highlands, are unable to offer the same salaries and benefits as provided by larger agencies. Special District's like Cosumnes, Sunrise, and Cities of Folsom and Rancho Cordova have a larger and expanded tax base which provides greater income to the district or city. While North Highlands is unable to offer similar salaries as these agencies, they, and other smaller agencies, need to be able to offer "comparable and competitive salaries". If not, smaller agencies will not be able to attract and retain their best employees, and will ultimately become training grounds for larger agencies.

Offering employee salaries around the average salary range for each position (based on the CMS study), would, in my opinion, fall into the comparable and competitive range. Being known as the district that offers the lowest or near lowest salaries is definitely not what our district wants to be known for.

Based upon the CMS study, it appears that many of the North Highlands employee salaries fall into the lower 25% of the salary survey range. Upon initial review, North Highlands appears to have only one FT position that is above the average salary, and that position's salary is only slightly above the average. On the other hand, North Highlands also has several positions that fall well below the average or are at the bottom of the eighteen comparable agencies.

Staff will prepare a report addressing these issues with the Budget, Finance and Audit Committee. The result of that effort will then be presented to the Board of Directors at the May 12th board meeting.

RECOMMENDATION

Advisory only.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson,
Board of Directors
Larry Mazzuca, District Administrator

FROM: Scott Graham, Parks and Facilities Superintendent

DATE: April 14, 2022

SUBJECT: CEQA Study Notice of Exemption

BACKGROUND

On January 9, 2020 the North Highlands Recreation and Park District Board of Directors approved two projects for participation in the Proposition 68 Per Capita Grant Program: replacement of the gym floor and related upgrades at the Capehart Gymnasium and replacement of the non-operating electronic messaging board located in front of the District Office. On February 11, 2021 the Board voted to fund the messaging board outside of the Per Capita Grant Program.

DISCUSSION

As part of the application packet for the Per Capita Grant, a CEQA Compliance Certification is required, or the agency can pursue a Notice of Exemption from the CEQA requirement. Because the renovation of the gymnasium is contained to the interior of the building, there are no anticipated impacts to the surrounding exterior property. Staff contacted the County of Sacramento's Office of Planning and Environmental Review in December, 2021 to apply for the Notice of Exemption. The Notice was approved in January, 2022. Before the Notice can be submitted to the State Parks Office of Grants and Local Services as part of the application process, it must be recorded by the County of Sacramento. Prior to that step, the Board of Directors needs to approve the Notice of Exemption.

RECOMMENDATION

Staff recommends the Board of Directors approves the Notice of Exemption in order to have the Sacramento County Clerk record the Notice, which will then be forwarded to the State Parks Office of Grants and Local Services.



RECORDING REQUESTED
WHEN RECORDED MAIL TO:

County of Sacramento
Planning and Environmental Review
827 Seventh Street, Room 225
Sacramento, CA 95814
CONTACT PERSON: Joelle Inman
TELEPHONE: (916) 874-6141

SPACE ABOVE RESERVED FOR RECORDER'S USE

NOTICE OF EXEMPTION

Project Title: Capehart Gym Renovation Project

Control Number: PLER2021-00168

Project Location: The Capehart Gym is located at 7916 Aztec Way in the unincorporated community of Antelope.

APN: 203-0100-077

Description of Project: The proposed project consists of the interior renovation of the existing Capehart Gym. Renovations include: replacement of the gym floor, replacement of existing bleachers, backboards and baskets, replacement of the existing scoreboard and other similar interior projects.

Name of public agency approving project:

North Highlands Recreation and Park District – ceqa@saccounty.net

Person or agency carrying out project:

Name: Scott Graham
Address: North Highlands Park and Recreation District
Email: scott@nhrpd.org

Exempt Status:

CATEGORICAL EXEMPTION - Section 15301, Class 1

Reasons why project is exempt:

The project will renovate the existing Capehart Gym. The project is not listed on any list of hazardous waste sites compiled pursuant to Section 65962.5 of the Government Code, is not located within the vicinity or viewshed of a scenic resource, and would not result in an impact to a biological resource, cultural resource, or another environmental resource. The project consists of the continued operation of an existing facility resulting in negligible or no expansion of use beyond that previously existing and is therefore exempt from the provisions of CEQA.

[Original Signature on File]

Joelle Inman
ENVIRONMENTAL COORDINATOR OF
SACRAMENTO COUNTY, STATE OF CALIFORNIA

Copy To:

County of Sacramento
County Clerk
600 Eighth Street, Room 101
Sacramento, CA 95814

OPR:

State Clearinghouse
1400 Tenth Street
Sacramento, CA 95814



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CEQA Compliance Certification

GRANTEE:

Project Name:

Project Address:

Is CEQA complete? Yes No Is completing CEQA a PROJECT SCOPE item? Yes No

What document was filed, or is expected to be filed for this project's CEQA analysis:

Date complete/expected to be completed

- Notice of Exemption (attach recorded copy if filed)
 Notice of Determination (attach recorded copy if filed)
 Other:

If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information	
Agency Name:	
Contact Person:	
Mailing Address:	
Phone: ()	Email:

Certification:

I hereby certify that the above referenced Lead Agency has complied or will comply with the California Environmental Quality Act (CEQA) and that the project is described in adequate and sufficient detail to allow the project's construction or acquisition.

I further certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.

AUTHORIZED REPRESENTATIVE Signature

Date

Print Name and Title

FOR OGALS USE ONLY

CEQA Document	Date Received	PO Initials
<input type="checkbox"/> NOE <input type="checkbox"/> NOD		

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2022
(Bills paid in March 2022)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
1210	Retirement	Voya	Mar-22	\$	4,204.94
1230	Insurance	California Choice	Apr-22	\$	9,866.86
1230	" " "	CoPower	Apr-22	\$	940.50
1240	Workers' Comp	CAPRI	4TH QTR	\$	9,039.25
	Total				24,051.55

SERVICES & SUPPLIES

2029	Bus./Conference	USBank	Southwest(TRUSD Training/Conf.)	\$	1,819.60
2029	" " "	BOOST	TRUSD Conference	\$	5,400.00
2035	Educ/Trng	USBank	CPRS(Conference)	\$	691.00
2039	Emp Trans - Mileage	Robertson, R.	February 2022	\$	33.60
2076	Office Sup	Caltronics	Copies	\$	114.81
2076	" " "	USBank	Amazon(supplies)	\$	10.01
2076	" " "	Walkers	Supplies	\$	229.90
2076	" " "	Caltronics	Copies	\$	147.84
2085	Printing	USBank	VistaPrint(Supplies)	\$	403.37
2104	Agri/Hort	Steve's Rock	Fill Sand	\$	47.41
2104	" " "	Steve's Rock	Shreddard Cedar	\$	49.57
2104	" " "	Steve's Rock	Shreddard Cedar	\$	74.35
2104	" " "	Steve's Rock	Shreddard Cedar	\$	99.13
2104	" " "	Steve's Rock	Shreddard Cedar	\$	74.35
2104	" " "	Green Acres	Bark	\$	339.63
2112	Bldg Maint. Supplies	Home Depot	Supplies	\$	514.88
2112	" " "	Home Depot	Supplies	\$	427.11
2122	Chemical Supplies	Target Specialty	Supplies	\$	132.96
2122	" " "	Target Specialty	Supplies	\$	307.82
2131	Elect Sys Serv	Cal Neva	Service	\$	833.80
2142	Land Imp Supplies	Sprinkler Service	Supplies	\$	554.00
2191	Electric	SMUD	3548415 3244 Freedom Park	\$	171.49
2191	" " "	SMUD	7000000346 District	\$	2,662.70
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$	55.12
2191	" " "	SMUD	2733018 Aztec	\$	562.21
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$	106.71
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$	386.58
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$	0.28
2192	" " "	PG&E	8802679102-5 3829 Stephen Drive	\$	49.12
2193	Refuse	Republic Servie	3929 Karl, 7916 Aztec Way, 6040 Watt	\$	438.69
2193	" " "	Public Works	Dump	\$	50.00
2195	Sewage	Sac Utilities	2802 Perrin	\$	200.11
2195	" " "	Sac Utilities	3843 Bainbridge		
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$	113.70
2195	" " "	Sac Utilities	3929 Karl Dr.	\$	113.70
2195	" " "	Sac Utilities	6040 Watt		
2195	" " "	Sac Utilities	7916 Aztec		

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2022
(Bills paid in March 2022)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2197	Tele & Teleg	AT&T	Service - Capehart	\$ 74.90
2197	" " "	Comcast	Service - Shop	\$ 93.45
2197	" " "	Comcast	Service - District	\$ 294.57
2197	" " "	Telepacific	Service	\$ 1,774.63
2197	" " "	AT&T	Service - Capehart	\$ 84.89
2198	Water	Sac Suburban	Navaho Bldg 518, Navaho bldg 539, Navaho/chip Karl Dr., Strizek, Karl&Rosario, Planenaven, Wings	\$ 2,107.27
2198	" " "	Sac Suburban	Way, 6040 Watt, Freedom, Softball Complex	\$ 1,922.23
2198	" " "	CA/American	Chardonay	\$ 164.63
2198	" " "	CA/American	Sierra	\$ 182.25
2205	Auto Maint. Serv	NH Tire Pros	Replace rear tire 1995 Ford Ranger	\$ 187.29
2205	" " "	O'Reilly	Supplies	\$ 170.74
2205	" " "	J&T Auto	Oil Changes	\$ 160.00
2205	" " "	J&T Auto	Oil Changes	\$ 160.00
2205	" " "	J&T Auto	Oil Changes	\$ 160.00
2205	" " "	O'Reilly	Supplies	\$ 203.53
2205	" " "	O'Reilly	Supplies	\$ (135.16)
2211	Const. Equip. Serv	Cell Energy	Tractor Battery	\$ 108.24
2226	Expend Tools	CH Mowers	tools	\$ 177.16
2275	Rents & Leases	All Star Rents	Brush Chipper rental	\$ 285.76
2275	" " "	Alhambra	water	\$ 57.87
2275	" " "	CIT - Avaya	phone equipment	\$ 432.18
2275	" " "	DLL Financial	Copier	\$ 186.28
2281	Shop Equip Serv.	CH Mowers	Service	\$ 141.77
2281	" " "	CH Mowers	Service	\$ 148.42
2314	Clothing	American Logowear	Raccoon Club	\$ 718.49
2314	" " "	Simmons, Eric	Reimbursement (Work Boots)	\$ 198.40
2314	" " "	USBank	VistaPrint(Shirts)	\$ 230.39
2322	Custodial Sup	A1 Janitorial	cleaning supplies	\$ 29.31
2322	" " "	A1 Janitorial	cleaning supplies	\$ 255.29
2322	" " "	A1 Janitorial	cleaning supplies	\$ 241.26
2322	" " "	A1 Janitorial	cleaning supplies	\$ 17.35
2322	" " "	A1 Janitorial	cleaning supplies	\$ 181.07
2332	Food	USBank	Little Caesars(Raccoon)	\$ 12.91
2444	Medical	USBank	Amazon(medical gloves)	\$ 118.46
2591	Other Prof Serv.	Carbon Health	PPD Raccoon Club	\$ 74.00
2591	" " "	Rocket Design	Postcards	\$ 537.50
2591	" " "	Stice Lock	Capehart	\$ 700.48
2591	" " "	Tree Tech	Freedom Park	\$ 300.00
			WhenIWork,ZOOM,AnyPromo,Adobe, Microsoft,GoldenPest (Scheduler,BoardMtg.	
2591	" " "	USBank	Programs,Serv)	\$ 582.29
2591	" " "	DAC	Consulting Fee	\$ 1,900.00
2591	" " "	Firecode	7916 Aztec Service	\$ 558.73
2591	" " "	Fulton El Camino	Feb 2022 Patrol	\$ 2,372.50
2591	" " "	Sacramento Landscaping	Service	\$ 11,885.00
			SacPublicLibrary/Holidaygoo(Raccoon, Easter)	
2851	Recreation Serv	USBank		\$ 562.99

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2022
(Bills paid in March 2022)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2852	Recreation Sup	USBank	Smart&Final,GroceryOutlet,Amazon (Raccoon)	\$ 86.28
			(Merchant Fees- Mar \$44.95/Feb - Bank Fees \$53.27/Mar - Active Fee	
2898	Other Oper Exp	NHRPD - BANK FEES	\$642.96/Deposit Slips & Checks \$152.16)	\$ 893.34
2898	" " "	USBank	Sac County (Parking)	\$ 3.50
TOTAL				\$ 48,817.99

FIXED ASSETS

4201	Building Improvement	Vortex	ADA doors	\$ 24,957.99
4201	" " "	Stice Lock	Lock Changes	\$ 224.33
4202	Structures	Concrete by 3 Brothers	Larchmont Park	\$ 12,321.00
4202	" " "	Concrete by 3 Brothers	Karl Rosario Park	\$ 12,685.00
4202	" " "	Concrete by 3 Brothers	District Office	\$ 3,135.21
4202	" " "	Concrete by 3 Brothers	Brock Park	\$ 12,508.00
4303	Equipment	USBank	Ultra Truck (Liners)	\$ 2,359.73
TOTAL				\$ 68,191.26

Total District Salaries	(MARCH 2 PAY DAY)	\$ 71,064.34
Total District EDD	(MARCH 2 PAY DAY)	\$ 292.07
Total District OASDI	(MARCH 2 PAY DAY)	\$ 5,159.48
		\$ 76,515.89

DISTRICT TOTALS

9429	Building Rentals			\$217,576.69
9646	Rec Fees & Charges	Shimon, Lin	Gym Rental Cancellation	\$ 110.00
9646	" " "	Ali, Sara	Part Rental Cancellation	\$ 145.00
9646	" " "	Johnson, Raquel	Raccoon Club prorated	\$ 46.00
9646	" " "	Roe, Audrey	Raccoon Club moved	\$ 437.00
9646	" " "	Machado, David	Raccoon Club prorated	\$ 46.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT APRIL 2022
(Bills paid in March 2022)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Mar-22	\$ -
1230	Insurance	CALIFORNIA CHOICE	Apr-22	\$ -
1230	" " "	COPOWER	Apr-22	\$ -
1240	" " "	CAPRI	4th Qtr	\$ 500.10
	Total			500.10
 <u>SERVICES & SUPPLIES</u>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 29.80
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 29.80
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 34.25
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 22.26
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 67.73
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 66.81
	TOTAL			\$ 250.65
 <u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
Total District Salaries		(MARCH 2 PAY DAY)		\$ -
Total District EDD		(MARCH 2 PAY DAY)		\$ -
Total District OASDI		(MARCH 2 PAY DAY)		\$ -
				\$ -
 DISTRICT TOTALS				 \$750.75

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - MARCH 2022							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$0.00	3,345.00	(390.00)	12,217.50	-12,217.50		
7	9429	Recreation Center	\$0.00	1,320.00	(25.00)	6,160.00	-6,160.00		
8	9429	TOTAL	\$25,000.00	4,665.00	(415.00)	18,377.50	6,622.50	74%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,133.20	0.00	19,198.80	-19,198.80		
12	9690	Capehart Lease - Day Care	\$0.00	2,968.00	0.00	26,478.00	-26,478.00		
13	9690	Freedom Park Lease - Softball	\$0.00	5,300.00	0.00	47,200.00	-47,200.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,000.00	-5,000.00		
15	9690	TOTAL	\$123,400.00	10,401.20	0.00	97,876.80	25,523.20	79%	
16									
17	REVENUE, OTHER								
18	9790	Team Fees - Brock	\$0.00	0.00	0.00	180.00	-180.00		
19	9790	Snack Shack - Brock	\$0.00	0.00	0.00	300.00	-300.00		
20	9790	Team Fees - Capehart	\$0.00	0.00	0.00	0.00	0.00		
21	9790	Utilities - Capehart	\$0.00	0.00	0.00	0.00	0.00		
22	9790	Storage Use - Capehart	\$0.00	0.00	0.00	0.00	0.00		
23	9790	Truck Accident Reim	\$0.00	0.00	0.00	13,000.00	-13,000.00		
24	9790	Team Fees - Pacific	\$0.00	0.00	0.00	0.00	0.00		
25	9790	TRUSD Reim for Pacific Pool	\$0.00	0.00	0.00	0.00	0.00		
26	9790	USBank Incentive	\$0.00	258.22	0.00	554.70	-554.70		
27	9790	Stale dated Check	\$0.00	0.00	0.00	99.50	-99.50		
28	9790	Fulton El Camino Reim	\$0.00	259.66	0.00	557.15	-557.15		
29	9790	COPIES	\$0.00	24.70	0.00	24.70	-24.70		
30	9790	Surplus Sale	\$0.00	0.00	0.00	18,359.00	-18,359.00		
31	9790	Brock Park Arson Reim	\$0.00	0.00	0.00	0.00	0.00		
32		TOTAL	\$1,300.00	542.58	0.00	33,075.05	-31,775.05	2544%	
33	AQUATICS								
34	9646	Swim Lesson	\$0.00	0.00	0.00	0.00	0.00		
35	9646	Adult Lap Swim	\$0.00	0.00	0.00	0.00	0.00		
36	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00		
37		TOTAL	\$9,000.00	0.00	0.00	0.00	0.00	0%	
38									
39	DAY CARE PROGRAM								
40	9646	Ridgepoint Raccoon Club	\$0.00	3,339.50	0.00	24,636.23	-24,636.23		
41	9646	JR Recreation Leader	\$0.00	0.00	0.00	0.00	0.00		
42	9646	Winter Camp	\$0.00	0.00	0.00	8,264.00	0.00		
43	9646	Spring Camp	\$0.00	0.00	0.00	0.00	0.00		
44	9646	Fall Camp	\$0.00	0.00	0.00	5,610.00	-5,610.00		
45	9646	Summer Kids Kamp - Comm Ctr	\$0.00	0.00	0.00	9,727.00	-9,727.00		
46		TOTAL	\$58,000.00	3,339.50	0.00	\$48,237.23	9,762.77	83%	
47									
48	SPECIAL INTEREST CLASSES								
49	9646	Art Class	\$0.00	0.00	0.00	0.00	0.00		
50	9646	First Aid and CPR Class	\$0.00	0.00	0.00	0.00	0.00		
51	9646	Harvest Time	\$0.00	0.00	0.00	294.00	-294.00		
52	9646	Winter Workshop	\$0.00	0.00	0.00	90.00	-90.00		
53	9646	Park Spot Light	\$0.00	0.00	0.00	55.00	-55.00		
54	9646	SR Movies	\$0.00	0.00	0.00	37.00	-37.00		
55		TOTAL	\$4,000.00	\$0.00	\$0.00	\$476.00	-\$476.00	12%	
56									
57	SPECIAL EVENTS								
58	9646	Halloween Vendors	\$0.00	0.00	0.00	370.00	-370.00		
59	9646	Holiday Party	\$0.00	0.00	0.00	150.00	-150.00		
60	9646	Easter Event	\$0.00	150.00	0.00	150.00	-150.00		
61	9646	Spring Fling	\$0.00	0.00	0.00	0.00	0.00		
62	9646	Yard Sale	\$0.00	210.00	0.00	540.00	-540.00		
63		TOTAL	\$1,000.00	360.00	0.00	1,210.00	-1,210.00	121%	
64									
65	CONTRACT CLASSES								
66	9646	Kidz Love Soccer	\$0.00	0.00	0.00	0.00	0.00		
67	9646	Youth Tumbling/Dance	\$0.00	0.00	0.00	0.00	0.00		
68		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%	
69									
70	RECREATION MISC.								
71	9646	Gym Rental-Capehart/R.P.	\$0.00	1,210.00	0.00	11,287.50	-11,287.50		
72	9646	Open Gym Basketball	\$0.00	0.00	0.00	156.00	-156.00		
73	9646	Park Rentals	\$0.00	3,010.00	0.00	9,585.00	-9,585.00		
74		TOTAL	\$20,000.00	4,220.00	0.00	21,028.50	-1,028.50	105%	
75									
76									
77									
78									

	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	Pee Wee Bball Skills & Drills	\$0.00	0.00	0.00	1,170.00	-1,170.00	
82	9646	2nd-3rd 3x3 Bball	\$0.00	0.00	0.00	990.00	-990.00	
83	9646	4th-5th 3x3 Bball	\$0.00	0.00	0.00	605.00	-605.00	
84	9646	6th-7th 3x3 Bball	\$0.00	0.00	0.00	605.00	-605.00	
85	9646	2nd-3rd Bball	\$0.00	0.00	0.00	59.74	-59.74	
86	9646	4th-5th Bball	\$0.00	0.00	0.00	-34.20	34.20	
87	9646	6th-7th Bball	\$0.00	0.00	0.00	-29.10	29.10	
88	9646	Cheer	\$0.00	0.00	0.00	-11.11	11.11	
89	9646	TRUSD SOCCER	\$0.00	0.00	0.00	5,345.38	-5,345.38	
90	9646	TRUSD DODGE BALL	\$0.00	1,000.00	0.00	1,000.00	-1,000.00	
91	9646	TRUSD VBALL	\$0.00	1,000.00	0.00	1,000.00	-1,000.00	
92		TOTAL	\$25,000.00	2,000.00	0.00	10,700.71	14,299.29	43%
93								
94	ADULT SPORTS							
95	9646	Coed Power Volleyball-Monday	\$0.00	0.00	0.00	0.00	0.00	
96	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
97		TOTAL	\$8,000.00	0.00	0.00	0.00	8,000.00	0%
98								
99	TAXES							
100	9101	Prop Tax - Secured	\$1,542,500.00	0.00	0.00	842,339.52	700,160.48	
101	9102	Prop Tax - Unsec	\$56,000.00	0.00	(169.74)	52,437.19	3,562.81	
102	9103	Supp Prop Tax	\$41,000.00	8,399.56	(63.27)	22,233.17	18,766.83	
103	9104	Prop Tax Sec Delinquent	\$12,000.00	0.00	0.00	10,917.35	1,082.65	
104	9105	Prop Tax Supp Delinquent	\$2,000.00	0.00	0.00	1,955.22	44.78	
105	9106	Prop tax Unitary	\$8,700.00	0.00	0.00	4,721.17	3,978.83	
106	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
107	9130	Prop Tax - Prior Unsec	\$1,000.00	0.00	0.00	557.93	442.07	
108	9140	Prop Tax - Pently	\$400.00	58.38	0.00	305.20	94.80	
109	9196	RDA Residual	\$17,000.00	3,859.16	0.00	4,267.96	12,732.04	
110	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
111		TOTAL	\$1,680,600.00	12,317.10	(233.01)	939,734.71	740,865.29	56%
112								
113	INTEREST INCOME							
114	9410	Interest Income	\$8,000.00	0.00	0.00	1,614.00	6,386.00	
115		TOTAL	\$8,000.00	0.00	0.00	1,614.00	6,386.00	20%
116								
117	USE OF MONEY/PROPERTY							
118	9522	Homeowner Prop Tax	\$12,900.00	0.00	0.00	6,467.53	6,432.47	
119		TOTAL	\$12,900.00	0.00	0.00	6,467.53	6,432.47	50%
120								
121	IN LIEU TAX							
122	9529	In Lieu Tax	\$100,000.00	0.00	0.00	0.00	100,000.00	
123		TOTAL	\$100,000.00	0.00	0.00	0.00	100,000.00	0%
124								
125	MISC. Revenue							
126	9530	Misc. Revenue	\$71,352.00	17,328.00	0.00	57,788.93	13,563.07	
127		TOTAL	\$71,352.00	17,328.00	0.00	57,788.93	13,563.07	81%
128								
129	AID TO LOCAL GOVERNMENT							
130	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
131		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
132								
133	REDEVELOPMENT FUNDS							
134	9533	Redevelopment Passthru	\$9,500.00	5,306.58	0.00	5,536.25	3,963.75	
135		TOTAL	\$9,500.00	5,306.58	0.00	5,536.25	3,963.75	58%
136								
137	FISCAL RELIEF FOR SPECIAL DISTRICT							
138	9595	Fiscal Relief for Special District	\$0.00	0.00	0.00	742,013.00	-742,013.00	
139		TOTAL	\$0.00	0.00	0.00	742,013.00	-742,013.00	0%
140								
141	STATE AID							
142	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
143		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
144								
145								
146								
147								
148								
149								
150								
151								
152								
153								
154								
155								
156								

	A	B	C	D	E	F	G	H
	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
157								
158								
159	9429	Building Rental	\$25,000	4,665.00	(415.00)	18,377.50	6,622.50	74%
160	9646	Rec Fees & Charges	\$125,000	9,919.50	0.00	81,652.44	43,347.56	65%
161	9100	Taxes	\$1,680,600	12,317.10	(233.01)	939,734.71	740,865.29	56%
162	9410	Interest Income	\$8,000	0.00	0.00	1,614.00	6,386.00	20%
163	9522	Homeowner Prop Tax	\$12,900	0.00	0.00	6,467.53	6,432.47	50%
164	9529	In Lieu Tax	\$100,000	0.00	0.00	0.00	100,000.00	0%
165	9530	Misc. Revenue	\$71,352	17,328.00	0.00	57,788.93	13,563.07	81%
166	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
167	9533	Redevelopmnet Funds	\$9,500	5,306.58	0.00	5,536.25	3,963.75	58%
168	9595	Fiscal Relief for Special Dist.	\$0	0.00	0.00	742,013.00	-742,013.00	0%
169	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
170	9690	Lease Property	\$123,400	10,401.20	0.00	97,876.80	25,523.20	79%
171	9790	Revenue Other	\$1,300	542.58	0.00	33,075.05	-31,775.05	2544%
172		TOTAL	\$2,157,052	60,479.96	-648.01	1,984,136.21	172,915.79	92%
173								
174		GENERAL RESERVED FUND	\$0					
175		CARRY OVER	\$381,390	0.00	0.00	0.00	0.00	0%
176								
177		TOTAL BUDGET	\$2,538,442	60,479.96	-648.01	\$1,984,136	554,305.79	78%
178								
179		Scholarship		0.00				
180		ADA		-9764.79				
181		Field Deposit - Brock Park		0.00				
182		Field Deposit - Softball Complex		0.00				
183		Field Deposit - Capehart		0.00				
184		Bldg Deposit		2500.00	0.00			
185		Bldg Guards		320.00				
186		Bldg Ins. Subsidiary		170.00				
187				-6774.79				
188								
189	2191	SMUD Reim - Something Extra		380.00				
190	2192	PG&E Reim - Something Extra		10.00				
191	2193	Republic Serv. Reim - Something		90.00				
192	2195	Sewage Reim - Something Extra		240.00				
193	2198	Water Reim - Something Extra		100.00				
194				820.00				
195								
196								
197		Total Revenue		54,525.17				
198								
199								
200								
201		Program/Scholarship Donations	\$0.00	0.00	0.00	12,036.48	-12,036.48	
202								
203		District ADA Account	\$0.00	-9,764.79	0.00	0.00	0.00	
204		055000000	\$0.00	2,990.00	0.00	17,647.80	-17,647.80	
205		Contingency	\$150,000.00	0.00	0.00	80,695.00	69,305.00	
206		Park Dedication Acct 088L	\$0.00	0.00	0.00	14,121.71	-14,121.71	
207		Park Fees 346l	\$0.00	-4,459.56	0.00	1,328,725.66	-1,328,725.66	
208		District Reserve Acct	\$0.00	0.00	0.00	721,100.00	-721,100.00	

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - MARCH 2022						
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	\$346.00	0.00	0.00	52.00	294.00	
20		TOTAL	\$346.00	0.00	0.00	52.00	294.00	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	\$121,892.00	0.00	0.00	64,115.06	57,776.94	
48		TOTAL	\$121,892.00	0.00	0.00	64,115.06	57,776.94	47%
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	\$346	0.00	0.00	52.00	294.00	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	\$121,892	0.00	0.00	64,115.06	57,776.94	53%
61								
62		TOTAL	\$122,238	0.00	0.00	64,167.06	58,070.94	52%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$24,825	0.00	0.00	0.00	24,825.00	0%
66								
67		TOTAL BUDGET	\$147,063	0.00	0.00	\$64,167	82,895.94	44%
68								
69								
70		Total Revenue		0.00				
71								
72								
73								
74								
75								

	A	B	C	D	E	F	G
1	<u>NORTH HIGHLANDS RECREATION & PARK DISTRICT</u>						
2	<u>EXPENDITURE REPORT - MARCH 2022</u>						
3							
4	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator	116,518	13,693.09	93,747.91	22,770.09	80%
8	1110	Office Manager	62,881	4,916.64	48,131.14	14,749.86	77%
9	1122	Board of Directors	8,500	1,000.00	5,250.00	3,250.00	62%
10		Sub-Total	187,899	19,609.73	147,129.05	40,769.95	78%
11	1210	Retirement	14,352	1,488.78	11,350.36	3,001.64	79%
12	1220	OASDI	14,374	1,411.55	10,511.54	3,862.46	73%
13	1230	Insurance	31,986	2,692.50	23,272.07	8,713.93	73%
14	1240	Worker's Comp.	1,419	347.00	1,526.17	-107.17	108%
15	1250	Unemployment	490	0.00	223.61	266.39	46%
16		Sub-Total	62,621	5,939.83	46,883.75	15,737.25	75%
17		TOTAL	250,521	25,549.56	194,012.80	56,508.20	77%
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19	SERVICES & SUPPLIES						
20	2005	Ad/Leg	1,575	0.00	1,512.28	62.72	96%
21	2022	Bks/Subs	150	0.00	146.44	3.56	98%
22	2029	Bus Conf Exp	5,000	0.00	2,368.44	2,631.56	47%
23	2035	Educ/Trng	3,000	0.00	0.00	3,000.00	0%
24	2039	Empl Trans	1,500	0.00	236.32	1,263.68	16%
25	2051	Insurance	98,712	0.00	98,712.00	0.00	100%
26	2061	Memberships	10,920	0.00	10,920.00	0.00	100%
27	2076	Office Sups	8,500	492.55	6,640.35	1,859.65	78%
28	2081	Postage	1,000	0.00	116.27	883.73	12%
29	2085	Printing	500	0.00	491.59	8.41	98%
30	2197	Tele & Teleg	19,992	2,069.20	13,698.40	6,293.60	69%
31	2261	Office Equip Mtn	10,900	0.00	9,754.91	1,145.09	89%
32	2275	Rents & Leases	10,940	618.46	7,922.70	3,017.30	72%
33	2332	Food Sups	1,100	0.00	791.31	308.69	72%
34	2444	Medical Supplies	2,000	59.23	241.06	1,758.94	12%
35	2505	Actg Svcs	29,251	0.00	19,975.29	9,275.71	68%
36	2531	Legal Svcs	10,000	0.00	3,562.25	6,437.75	36%
37	2591	Other Prof Svcs	175,962	1,942.48	65,822.61	110,139.39	37%
38	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
39	2819	Registration Service	0	0.00	0.00	0.00	0%
40	2880	PY Expenditure	0	0.00	0.00	0.00	0%
41	2898	Other Oper Exp	16,000	896.84	5,128.02	10,871.98	32%
42		TOTAL	407,002	6,078.76	248,040.24	158,961.76	61%
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46	4303	Office Equipment	0	0.00	0.00	0	0%
47		TOTAL	0	0.00	0.00	0.00	0%
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58	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah	75,325	5,888.92	56,805.96	18,519.04	75%
62	1110	Supervisor-Rachel	57,079	4,463.26	42,628.06	14,450.94	75%
63	1110	Office Assistant-Christine	49,068	0.00	23,324.20	25,743.80	48%
64	1122	Part Time	113,661	1,701.51	34,198.69	79,462.31	30%
65	1122	Part Time Ases	88,440	10,656.40	63,187.41	25,252.59	71%
66		Sub-Total	383,573	22,710.09	220,144.32	163,428.68	57%
67	1210	Retirement	14,518	827.17	7,953.70	6,564.30	55%
68	1220	OASDI	29,343	1,691.75	16,561.68	12,781.32	56%
69	1230	Insurance	25,758	1,133.70	13,387.05	12,370.95	52%
70	1240	Worker's Comp	5,690	1,252.25	5,147.17	542.83	90%
71	1250	Unemployment	7,810	198.14	1,375.90	6,434.10	18%
72		Sub-Total	83,118	5,103.01	44,425.50	38,692.50	53%
73		TOTAL	466,690	27,813.10	264,569.82	202,120.18	57%
74							
75	SERVICES & SUPPLIES						
76	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
77	2022	Books/Subs	0	0.00	0.00	0.00	0%
78	2029	Business/Conf Exp	500	7,219.60	7,644.92	-7,144.92	1529%
79	2035	Educ/Trng	500	691.00	691.00	-191.00	138%
80	2039	Empl Trans	1,500	33.60	1,025.93	474.07	68%
81	2061	Memberships	300	0.00	300.00	0.00	100%
82	2065	Film Svcs	0	0.00	0.00	0.00	0%
83	2076	Office Svcs	500	10.01	368.19	131.81	74%
84	2081	Postage	0	0.00	0.00	0.00	0%
85	2085	Printing	1,000	403.37	1,000.00	0.00	100%
86	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
87	2261	Office Equip Mtn	1,000	0.00	0.00	1,000.00	0%
88	2275	Rents & Leases	0	0.00	0.00	0.00	0%
89	2314	Clothing	4,000	948.88	3,154.65	845.35	79%
90	2332	Food	4,000	12.91	1,447.84	2,552.16	36%
91	2444	Med Svcs	1,500	0.00	956.14	543.86	64%
92	2591	Other Prof Svcs	5,500	474.81	4,467.19	1,032.81	81%
93	2851	Rec Svcs	8,000	-1,605.51	5,817.36	2,182.64	73%
94	2852	Rec Svcs	9,000	86.28	5,779.77	3,220.23	64%
95	2871	Transportation	0	0.00	0.00	0.00	0%
96	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
97			37,300	8,274.95	32,652.99	4,647.01	88%
98							
99	4303	Office Equipment	0	0.00	0.00	0.00	0%
100			0	0.00	0.00	0.00	0%
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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	724.28	9,335.39	6,664.61	58%
174	2444	Medical Sup	300	59.23	59.23	240.77	20%
175	2591	Other Prof Svc	85,000	16,657.21	71,212.62	13,787.38	84%
176	2898	Other Oper Exp	100	0.00	0.00	100.00	0%
177		TOTAL	362,750	31,649.88	251,264.83	111,485.17	69%
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180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	75,000	44,982.32	63,613.60	11,386.40	85%
183	4202	Structures & Imp	407,500	20,849.21	56,926.21	350,573.79	14%
184	4303	Other Equip	65,000	2,359.73	64,519.94	480.06	99%
185			547,500	68,191.26	185,059.75	362,440	0%
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229	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
230		DISTRICT TOTALS					
231	SALARIES & BENEFITS						
232	1110	FULL TIME SALARIES	747,315	53,561.69	520,905.30	226,409.70	70%
233	1122	PART TIME SALARIES	235,601	14,397.91	116,544.10	119,056.90	49%
234	1210	RETIREMENT	59,785	4,203.94	36,182.15	23,602.85	61%
235	1220	OASDI	75,192	5,159.48	46,931.82	28,260.18	62%
236	1230	INSURANCE	161,032	10,807.36	91,150.43	69,881.57	57%
237	1240	WORKER'S COMP	37,974	9,043.25	36,575.51	1,398.49	96%
238	1250	UNEMPLOYMENT	10,890	292.46	2,830.21	8,059.79	26%
239	1000	SALARIES/BENEFITS	1,327,788	100,570.63	851,119.52	476,668.48	64%
240							
241	SERVICES & SUPPLIES						
242	2005	AD/LEGAL NOTICE	1,575	0.00	1,512.28	62.72	96%
243	2022	BOOKS/SUBS	150	0.00	146.44	3.56	98%
244	2029	BUS/CONF EXP	5,500	7,219.60	10,013.36	-4,513.36	0%
245	2035	EDUC/TRNG	4,000	691.00	691.00	3,309.00	17%
246	2039	EMPLOY TRANS	3,350	33.60	1,323.85	2,026.15	0%
247	2051	INSURANCE	98,712	0.00	98,712.00	0.00	100%
248	2061	MEMBERSHIPS	11,520	0.00	11,370.00	150.00	99%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	9,300	502.56	7,474.44	1,825.56	80%
251	2081	POSTAGE	1,000	0.00	116.27	883.73	12%
252	2085	PRINTING	1,500	403.37	1,491.59	8.41	99%
253	2104	AGRI/HORT	2,000	684.54	777.91	1,222.09	39%
254	2111	BLDG MTNC SVC	2,000	0.00	1,806.76	193.24	90%
255	2112	BLDG MTNC SUP	7,500	941.99	4,391.69	3,108.31	59%
256	2122	CHEM SUPS	4,000	440.78	440.78	3,559.22	11%
257	2131	ELEC MTNC SVC	4,000	833.80	1,078.80	2,921.20	27%
258	2132	ELEC MTNC SUP	2,000	0.00	0.00	2,000.00	0%
259	2142	LAND IMP SUP	17,000	554.00	6,340.41	10,659.59	37%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	2,000	0.00	467.90	1,532.10	23%
262	2168	PLUMBING SUPS	7,000	0.00	3,480.05	3,519.95	50%
263	2191	ELECTRICITY	42,000	3,071.52	27,590.37	14,409.63	66%
264	2192	NATURAL GAS	3,000	542.69	2,359.09	640.91	79%
265	2193	REFUSE	9,000	398.69	5,146.49	3,853.51	57%
266	2195	SEWAGE	5,500	187.51	3,914.73	1,585.27	71%
267	2197	TELE/TELEG	21,992	2,322.44	15,290.22	6,701.78	70%
268	2198	WATER	92,000	4,276.38	78,515.66	13,484.34	85%
269	2205	AUTO MTNC SVC	12,000	906.40	6,121.65	5,878.35	51%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	7,500	108.24	1,242.35	6,257.65	17%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	3,000	0.00	1,511.52	1,488.48	50%
274	2236	FUELS / LUBES	14,000	0.00	8,949.10	5,050.90	64%
275	2261	OFF EQUIP MTNC	11,900	0.00	9,754.91	2,145.09	82%
276	2275	RENTS/LEASES	19,940	962.09	14,821.26	5,118.74	74%
277	2281	SHOP EQUIP SVCS	1,200	290.19	290.19	909.81	24%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	10,000	0.00	5,939.01	4,060.99	59%
280	2314	CLOTHING	6,200	1,147.28	4,279.90	1,920.10	69%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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286	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
287	2322	CUST SUP	16,000	724.28	9,335.39	6,664.61	58%
288	2332	FOOD SUPS	5,100	12.91	2,239.15	2,860.85	44%
289	2444	MED SUPS	3,800	118.46	1,256.43	2,543.57	33%
290	2505	ACCOUNT SVC	29,251	0.00	19,975.29	9,275.71	68%
291	2531	LEGAL SVC	10,000	0.00	3,562.25	6,437.75	36%
292	2591	OTHER PROF SVCS	266,462	19,074.50	141,502.42	124,959.58	53%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	0	0.00	0.00	0.00	0%
295	2851	RECREATION SVC	8,000	-1,605.51	5,817.36	2,182.64	73%
296	2852	RECREATION SUP	9,000	86.28	5,779.77	3,220.23	64%
297	2871	TRANSPORTATION	0	0.00	0.00	0.00	0%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	16,100	896.84	5,128.02	10,971.98	32%
300	2000	SERVICES/SUPPLIES	807,052	46,003.59	531,958.06	275,093.94	66%
301							
302	FIXED ASSETS						
303	4201	Building IIM	75,000	0.00	63,613.60	11,386.40	0%
304	4202	STRUCT & IMP	407,500	20,849.21	56,926.21	350,573.79	0%
305	4303	EQUIPMENT	65,000	2,359.73	64,519.94	480.06	0%
306	4000	FIXED ASSETS	547,500	23,208.94	185,059.75	362,440	0%
307							
308							
309	1000	SALARIES & BENE	1,327,788	100,570.63	851,119.52	476,668.48	64%
310							
311	2000	SERVICES & SUPP	807,052	46,003.59	531,958.06	275,093.94	66%
312							
313	4000	FIXED ASSETS	547,500	23,208.94	185,059.75	362,440	34%
314							
315		CONTINGENCY	150,000	0.00	80,695.00	69,305.00	54%
316			0				
317		RESERVE	286,927	0.00	0.00	0.00	0%
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320		TOTAL	3,119,267	169,783.16	1,648,832.33	1,183,508	53%
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58	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
59	MAINTENANCE						
60	SALARIES & BENEFITS						
61	1110	Mtnc Wkr-	31,526	0.00	21,760.11	9,765.89	69%
62	1122	PT Wkr-Seasonal	12,500	0.00	5,138.00	7,362.00	41%
63		Sub-Total	44,026	\$ -	26,898.11	17,127.89	61%
64	1210	Retirement	2,522	0.00	1,740.80	781.20	69%
65	1220	OASDI	3,368	0.00	2,102.13	1,265.87	62%
66	1230	Insurance	8,031	0.00	3,815.68	4,215.32	48%
67	1240	Worker's Comp.	2,001	500.10	2,138.55	-137.55	107%
68	1250	Unemployment	490	0.00	148.21	341.79	30%
69		Sub-Total	16,412	500.10	9,945.37	6,466.63	61%
70		TOTAL	60,438	500.10	36,843.48	23,594.52	61%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	750	0.00	0.00	750.00	0%
73	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	1,400	0.00	350.00	1,050.00	25%
76	2191	Electricity	900	59.60	454.53	445.47	51%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	24,000	191.05	20,669.91	3,330.09	86%
79	2205	Auto Mtnc Svc	600	0.00	0.00	600.00	0%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	0.00	1,500.00	500.00	75%
83	2275	Rents & Leases	500	0.00	0.00	500.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	250	0.00	0.00	250.00	0%
86	2314	Clothing	200	0.00	0.00	200.00	0%
87	2444	Medical Supplies	100	0.00	0.00	100.00	0%
88	2591	Other Prof Svc	262	0.00	420.00	-158.00	160%
89		TOTAL	33,062	250.65	23,394.44	9,667.56	71%
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92	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
93	FIXED ASSETS						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	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	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
114		DISTRICT TOTALS					
115	SALARIES & BENEFITS						
116	1110	FULL TIME SALARIES	31,526	0.00	21,760.11	9,765.89	69%
117	1122	PART TIME SALARIES	12,500	0.00	5,138.00	7,362.00	41%
118	1210	RETIREMENT	2,522	0.00	1,740.80	781.20	69%
119	1220	OASDI	3,368	0.00	2,102.13	1,265.87	62%
120	1230	INSURANCE	8,031	0.00	3,815.68	4,215.32	48%
121	1240	WORKER'S COMP	2,001	500.10	2,138.55	-137.55	107%
122	1250	UNEMPLOYMENT	490	0.00	148.21	341.79	30%
123	1000	SALARIES/BENEFITS	60,438	500.10	36,843.48	23,594.52	61%
124							
125	SERVICES & SUPPLIES						
126	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
127	2104	AGRI/HORT	750	0.00	0.00	750.00	0%
128	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
129	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
130	2142	Land Imp Supplies	1,400	0.00	350.00	1,050.00	25%
131	2191	ELECTRICITY	900	59.60	454.53	445.47	51%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	24,000	191.05	20,669.91	3,330.09	86%
134	2205	Auto Mtnc Svc	600	0.00	0.00	600.00	0%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	0.00	0.00	300.00	0%
137	2236	FUELS / LUBES	2,000	0.00	1,500.00	500.00	75%
138	2275	Rents & Leases	500	0.00	0.00	500.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	250	0.00	0.00	250.00	0%
141	2314	Clothing	200	0.00	0.00	200.00	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	8,608	0.00	9,283.92	-675.92	108%
145	2000	SERVICES/SUPPLIES	43,325	250.65	33,913.36	9,411.64	78%
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	60,438	500.10	36,843.48	23,594.52	61%
155							
156	2000	SERVICES & SUPP	43,325	250.65	33,913.36	9,411.64	78%
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	137,668	750.75	70,756.84	66,911	51%
166							
167							
168							
169							