

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

AGENDA

Regular Meeting of the Board of Directors

January 13, 2022 6:30 p.m. – District Office – Regular Meeting via Zoom

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 November 4, 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 Vacant; Member Vladimir Valin

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

6. ADMINISTRATOR'S REPORT

A. Roberts Rules of Order

B. Covid Relief Funding: North Highlands Recreation and Park District

C. Mandatory Board of Director Trainings: AB 1234 Training: Ethics Training World
Situation, AB 1825 and AB 1661

D. Larchmont Park Tree Planting (Map)

B. Park and Facility Maintenance Report

C. 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. Appointment of Board Committees for 2022 Calendar Year
Board Chairperson to appoint members to the board committee.
- B. New Vehicle Purchasing
Board discussion/action accepts the bid submitted by Future Ford for the purchase of two Ford F-150 trucks.

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. Reports will be handed out at the time of the meeting.

12. **ADJOURNMENT**

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

The next regular meeting of the Board of Directors will be on February 10, 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.

IMPORTANT INFORMATION

The North Highlands Recreation and Park District is observing County of Sacramento and State of California Executive Health Orders. Because the current Order does not allow for group meetings, the January 13, 2022 Regular NHRPD Board of Directors meeting will be held remotely using the Zoom Meeting Format. You can access the Zoom meeting using the information listed below.

Public questions will be accepted by the District up to 3:00 p.m. January 13, 2022. Please direct your questions to larry@nhrpd.org. If the question asked relates to an Item on the Agenda, it will be addressed by the Board at the time the item appears on the Agenda. If your question is not related to an Item on the Agenda, it will be addressed by the Board under Agenda Item No. 8 – Comments and Reports from Citizens and Organizations.

Join Zoom Meeting

<https://us02web.zoom.us/j/85927400402?pwd=NnVhaGRQNUs1YS9acUhaMINBWmgYQT09>

Meeting ID: 859 2740 0402

Passcode: NHRPD22

One tap mobile

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NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: December 9, 2021

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, (Mr. Reynolds arrived at 6:34pm).

Members Absent:

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

Guests Present: Lincoln Cummings

CALL MEETING TO ORDER:

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

APPROVAL OF MINUTES:

12/1/21

Motion by Board Member Harding seconded by Board Member Valin that the Board of Directors approves the Minutes of the Regular Meeting of November 4, 2021.

AYES: Williams, Harding, Valin, Cummings
NOES: -0-
ABSTAIN: -0-
ABSENT: Reynolds (arrived after the minutes were approved).

CHAIRPERSON'S REPORT:

None

COMMENTS FROM BOARD MEMBERS:

Board Member Crystal Harding stated that she wanted to acknowledge that a year ago she was sworn into office. She wanted to give a shout out to her campaign team who courage her to take this chance. She stated that she humbly appreciates this opportunity to serve.

Board Member Beau Reynolds wanted to wish everyone and the community Happy Holidays.

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:

Oral report by Administrator Larry Mazzuca was presented with Board Comments and Questions:

- Larry added to his Administrator's report with Board Comments and Questions that the District was awarded a \$2.85-Million-dollar Grant for Sierra Creek Park.

Larry stated that if the Chairman would like to call a recess, the staff has provided a cake and photo opportunity in the back of the room to congratulate the District for the award of the Grant.

RECESSED

6:45 p.m. Chairperson Williams announced for a short recess for a cut caking ceremony on the awarded Grant.

RE-CALL MEETING TO ORDER:

Chairperson Williams called the meeting to order at 6:53 p.m.

Oral report by Recreation Superintendent Sarah Musser on Life Saving Commendation: Sacramento Metropolitan Fire Department

Sarah reported on her report with Board Comments and the Life Saving Commendation from the Sacramento Metropolitan Fire Department.

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

- Scott expanded on ADA compliance, he stated that the District contracted with a consulting company DAC – Disability Access Consultants. All onsite visitations have been completed. The data will be combined it into a report. This should take several months to complete.

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

- Sarah added that the donate button is up and running in Active Net.

CORRESPONDENCE:

None

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

Don Redlingshafer introduced himself to the Board and described the filming services he provides the district.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Board of Director Elections 2022

Administrator Mazzuca reported on the Board of Directors Election 2022:

- Board officer positions that are open and the terms they will serve.

Chairperson Williams made a motion to nominate himself for Chairperson; Board Member Cummings seconded it.

12/2/21

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

Vice Chairperson Reynolds made a motion to nominate himself for Vice Chairperson; Chairperson Williams seconded it.

12/3/21

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

Chairperson Williams made a motion to nominate Board Member Valin for Secretary; Board Member Harding seconded it.

12/4/21

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

B. Eliminating Program Fees for Harvest Time Senior Program

Recreation Superintendent Musser reported on her report with Board Comments and Questions regarding eliminating program fees for the Harvest Time Senior Program.

12/5/21

Motion by Board Member Reynolds seconded by Board Member Cummings that the Board of Directors approve staff recommendations eliminating program fees for Harvest Time Senior Program.

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

C. 2021-2022 District Aquatics Program

Administrator Mazzuca and Recreation Superintendent Musser presented a report describing the current status of the district's aquatics program, including pool availability, staffing and costs.

12/6/21

Motion by Board Member Reynolds second by Board Member Valin that the Board of Directors approve staff recommendations; temporarily suspend the swim lessons program until a public or school swimming pool becomes available, eliminate the Highlander Dolphin swim program until the district can develop a more cost effective swim team program that does not heavily rely on district subsidies to operate and deposit the swim team donation of \$11,336.72 into a district account for the district's scholarship program.

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

D. Resolution #608 – FY 2021/2022 Mid-Year General Reserve Fund Balance Decrease Budget Amendment

Administrator Mazzuca reported on his FY2021/2022 Mid-Year General Reserve Fund Balance Budget Amendment transfer.

12/7/21

Motion by Board Member Cummings second by Board Member Harding that the Board of Directors approves Resolution #608.

AYES: Williams, Reynolds, Harding, Valin

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

E. Resolution #609 – FY2021/2022 Mid-Year Contingency Fund Budget Decrease Transfer Request

Administrator Mazzuca on his FY2021/2022 Mid-Year Contingency Fund Budget Amendment transfer.

12/8/21

Motion by Board Member Cummings second by Board Member Reynolds that the Board of Directors approves Resolution #609.

AYES: Williams, Reynolds, Harding, Valin, Cummings

NOES: -0-

ABSTAIN: -0-

ABSENT: -0-

PAYMENT OF BILLS

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

12/9/21

Motion by Board Member Reynolds seconded by Board Member Cummings that the Board of Directors approves payment of the District's November 2021 bills.

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

12/10/21

Motion by Board Member Reynolds seconded by Board Member Cummings that the Board of Directors approves payment of Cherry Blossom's November 2021 bills.

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

ADJOURNMENT

Chairperson Williams adjourned the meeting at 8:19 p.m.

DATE, TIME AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on January 13, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA

Signature

Signature

MEMORANDUM

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: December 15, 2021

SUBJECT: Roberts Rules of Order



During the December 9, 2021 board meeting, there appeared to be some confusion between the board and staff regarding the process of asking questions following a staff report, and after a Motion has been made by the board.

Having checked my notes and having discussed this matter with staff, I believe that I have a better understanding as to why there was a level of confusion or misunderstanding when the Harvest Time staff report recommendation was presented to the board. I'll address this, as well as a possible solution, towards the end of my memo.

For those unfamiliar with Robert's Rules of Order, (Robert's) can be a little tricky as it can be as "formal or as informal" as a governing body wishes for it to be. Roberts basically is a set of parliamentary procedures that govern most organizations governed by a board of directors. I found a document that I will share with the board called Robert's "Cheat Sheet". This document is a condensed version of Robert's, as it relates to voting and motions. I believe our board will find it to be a handy document.

While this cheat sheet can be very helpful, I do wish to caution the board that what is written isn't always the "rule". Most of my experience with city government, school boards, special districts and other government agencies, is that many elected or appointed boards more or less, follow their own version or interpretation of Robert's.

Lastly, having reviewed recent district board meetings, it appears that sometimes when a staff report recommendation seems to be of a routine matter or one without perceived debate, the board can, on occasion, be quick to want to move it along by making a Motion. This is actually a quite normal practice, but if not handled appropriately, may appear to others as being a "rush to a vote." There is nothing prohibiting a board member for making a motion and a second anytime during the agenda item is under discussion.

I believe that there is a reasonable solution on how to best navigate situations like this. I suggest that we (board and staff) *slow the process down* to make sure that after staff has concluded its staff report, that board questions can continue until all have been reasonably answered. In doing so, I believe that there will be fewer debates or issues following the Motion. Obviously a member of the board can make a Motion at any time, but by making sure all questions have been fairly responded to in advance of the Motion, we are more likely to have a successful outcome.

Finally, I would ask that all members of the NHRPD Board of Directors to refer to the following District Policy Manual Sections:

- | | | |
|------|--|-----------------|
| I. | INTRODUCTIONS | POLICY NO. 5000 |
| II. | METHODS OF TRANSACTING BUSINESS; REQUIRED VOTE | POLICY NO. 5020 |
| III. | MINUTES: RECORD OF VOTE | POLICY NO. 5030 |

I will include a copy of the Robert's Rules of Order "Cheat Sheet" as part of the January 13, 2022 board agenda packet.

ROBERT'S RULES OF ORDER CHEAT SHEET

Robert's Rules of Order is a manual of parliamentary procedures that governs most organizations with boards of directors. Robert's Rules of Order are a provision of each of the SMPS chapter's bylaws normally stated as the following:

"The rules contained in the most recent edition of Robert's Rules of Order shall provide the rules of procedure for the Chapter where they are not inconsistent with the provisions of the Articles of Incorporation or these bylaws."

TYPES OF MOTIONS

- **Main Motion:** Introduce a new item
- **Subsidiary Motion:** Change or affect how to handle a main motion (vote on this before main motion)
- **Privileged Motion:** Urgent or important matter unrelated to pending business
- **Incidental Motion:** Questions procedure of other motions (must consider before the other motion)
- **Motion to Table:** Kills a motion
- **Motion to Postpone:** Delays a vote (can reopen debate on the main motion)

EVERY MOTION HAS 6 STEPS

1. **Motion:** A member rises or raises a hand to signal the chairperson.
2. **Second:** Another member seconds the motion.
3. **Restate motion:** The chairperson restates the motion.
4. **Debate:** The members debate the motion.
5. **Vote:** The chairperson restates the motion, and then first asks for affirmative votes, and then negative votes.
6. **Announce the vote:** The chairperson announces the result of the vote and any instructions.

TIP! If the board is in obvious agreement, the chairperson may save time by stating, "If there is no objection, we will adopt the motion to..." Then wait for any objections. Then say, "Hearing no objections, (state the motion) is adopted." And then state any instructions. If a member objects, first ask for debate, then vote and then announce the vote.

REQUESTING POINTS OF SOMETHING

Certain situations need attention during the meeting, but they don't require a motion, second, debate or voting. It's permissible to state a point during a meeting where the chairperson needs to handle a situation right away. Board members can declare a Point of Order, Point of Information, Point of Inquiry, or Point of Personal Privilege.

- **Point of Order:** Draws attention to a breach of rules, improper procedure, breaching of established practices, etc.
- **Point of Information:** A member may need to bring up an additional point or additional information (in the form of a nondebatable statement) so that the other members can make fully informed votes.

- **Point of Inquiry:** A member may use point of inquiry to ask for clarification in a report to make better voting decisions.
- **Point of Personal Privilege:** A member may use point of personal privilege to address the physical comfort of the setting such as temperature or noise. Members may also use it to address the accuracy of published reports or the accuracy of a member's conduct.

TIPS AND REMINDERS FOR CHAIRPERSONS

Robert's Rules of Order, which is also widely known as parliamentary procedure, was developed to ensure that meetings are fair, efficient, democratic and orderly. A skilled chairperson allows all members to voice their opinions in an orderly manner so that everyone in the meeting can hear and be heard. The following tips and reminders will help chairpersons to run a successful and productive meeting without being run over or running over others.

- Follow the agenda to keep the group moving toward its goals.
- Let the group do its own work; don't overcommand.
- Control the flow of the meeting by recognizing members who ask to speak.
- Let all members speak once before allowing anyone to speak a second time.
- When discussions get off-track, gently guide the group back to the agenda.
- Model courtesy and respect, and insist that others do the same.
- Help to develop the board's skills in parliamentary procedure by properly using motions and points of order.
- Give each speaker your undivided attention.
- Keep an emotional pulse on the discussions.
- Allow a consensus to have the final authority of the group.

Action	What to say	Can speaker be interrupted?	Need a second?	Can this be debated?	Can this be amended?	Votes needed
Introduce main motion	"I move to..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move to amend the motion by..."	No	Yes	Yes	Yes	Majority
Move item to committee	"I move that we refer the matter to committee."	No	Yes	Yes	No	Majority
Postpone item	"I move to postpone the matter until..."	No	Yes	Yes	No	Majority
End debate	"I move the previous question."	No	Yes	Yes	No	Majority
Object to procedure	"Point of order."	Yes	No	No	No	Chair's decision
Recess the meeting	"I move that we recess until..."	No	Yes	No	No	Majority
Adjourn the meeting	"I move to adjourn the meeting."	No	Yes	No	No	Majority
Request information	"Point of information."	No	Yes	No	No	No vote
Overrule the chair's ruling	"I move to overrule the chair's ruling."	Yes	Yes	Yes	No	Majority
Extend the allotted time	"I move to extend the time by _____ minutes."	No	Yes	No	Yes	2/3
Enforce the rules or point out incorrect procedure	"Point of order."	Yes	No	No	No	No vote
Table a motion	"I move to table..."	No	Yes	No	No	Majority
Verity voice vote with count	"I call for a division."	No	No	No	No	No vote
Object to considering some undiplomatic matter	"I object to consideration of this matter..."	Yes	No	No	No	2/3
Take up a previously tabled item	"I move to take from the table..."	No	Yes	No	No	Majority
* Reconsider something already disposed of	"I move to reconsider our action to..."	Yes	Yes	Yes	Yes	Majority
Consider something out of it scheduled order	"I move to suspend the rules and consider..."	No	Yes	No	No	2/3
Close the meeting for executive session	"I move to go into executive session."	No	Yes	No	No	Majority

*A member may make a motion to reconsider something that was already disposed; however, the reconsidered motion may not be subsequently reconsidered. A motion to reconsider must be made during the same meeting and can extend to a meeting that lasts for more than one day.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: January 13, 2022

SUBJECT: Covid Relief Funding: North Highlands Recreation and Park District



BACKGROUND

Last fall, the NHRPD applied for Covid Relief Funds through the State of California. As part of Governor Newsom’s FY 2021-2022 budget, the governor included \$100 million in Covid relief funds for Special District’s.

DISCUSSION

On December 16, 2021, the North Highlands Recreation and Park District was notified that it had received Covid Relief funds from the State of California in the amount of \$742,013. This amount was far greater than anticipated, as the state had initially advised all Special District’s that district’s may only receive approximately 10% of its funding request. This determination was made at that time because there was much uncertainty regarding the amount of out of pocket Covid costs and lost revenue special districts experienced over a two year budget cycle period, and, the total number of special district’s that would apply for Covid relief funds.

Attached you will find a copy of the Covid Relief Funding press release previously shared with the board on December 20, 2021. The press release provides the basic framework regarding the Covid Relief funds.

Last week the district was notified by Sacramento County Finance Office that the \$742,013 in relief funds have been deposited into the district’s budget. The funds are “non-restricted”, which means the district can use the funds for any purpose. As part of the February 10, 2022 board staff report, staff will prepare a report and recommendation as to how the Board of Directors may wish to address the future use of these funds.

RECOMMENDATION

Advisory only at this time.

North Highlands Recreation and Park District

District Receives Covid Relief Funding

December 20, 2021

The North Highlands Recreation and Park District announced it has received \$742,013 in funding from the State of California. The funding is made available from a \$100 million allocation provided by the State Legislature and Governor Gavin Newsom in the 2021-2022 State Budget.

The funding arrives after special districts across California experienced budget and staff cuts necessitated as a result of the COVID pandemic. North Highlands Recreation and Park District revenues were hit hard as most of the district's recreation programs, services, facility and park rentals, were shut down, generating little or no revenue. The majority of the district's facility leases were reduced by the District's Board of Directors, as those businesses closed for a significant period of time due to the pandemic. Additionally, the district experienced supplementary unbudgeted costs related to Personal Protective Equipment (PPE) and related supplies.

Although the Covid Relief Funding is needed and welcomed, the District continues a slow recovery as revenues are still not at the level prior to Covid, and the district continues to experience PPE related costs.

We applaud Governor Newsom and our Legislature for recognizing the impact COVID has and continues to have, on special districts in our state. Special districts make a difference throughout California and this funding will make a difference in the communities special districts serve.

Special "thank you" to CSDA (California Special Districts Association) for their support in securing COVID relief funding for the many special districts serving the public throughout California.

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Alameda	\$ 9,085,375.00
Alameda County Mosquito Abatement District	\$ 50,241.00
Alameda County Resource Conservation District	\$ 548,642.00
Dublin San Ramon Services District	\$ 2,847,966.00
East Bay Regional Park District	\$ 564,092.00
Eden Township Healthcare District	\$ 1,250,663.00
Hayward Area Recreation and Park District	\$ 1,007,307.00
Livermore Area Recreation and Park District	\$ 1,223,460.00
Oro Loma Sanitary District (Alameda)	\$ 23,821.00
Union Sanitary District (Alameda)	\$ 1,569,183.00
Alpine	\$ 95,675.00
Bear Valley Water District	\$ 95,675.00
Amador	\$ 175,034.00
Jackson Valley Irrigation District	\$ 167,246.00
Volcano Community Services District	\$ 7,788.00
Butte	\$ 1,435,595.00
Durham Recreation and Park District	\$ 93,798.00
Feather River Recreation and Park District	\$ 278,252.00
Paradise Irrigation District	\$ 1,024,700.00
Paradise Recreation and Park District	\$ 38,845.00
Calaveras	\$ 696,638.00
Mark Twain Health Care District	\$ 347,687.00
San Andreas Recreation and Park District	\$ 6,532.00
Valley Springs Public Utility District	\$ 342,419.00
Colusa	\$ 42,059.00
Arbuckle Park and Recreation District	\$ 42,059.00
Contra Costa	\$ 3,329,425.00
Alamo-Lafayette Cemetery District	\$ 67,587.00
Central Contra Costa Sanitary District (Contra Costa)	\$ 996,177.00
Contra Costa Resource Conservation District	\$ 5,868.00
East Contra Costa Fire Protection District	\$ 24,296.00
Ironhouse Sanitary District (Contra Costa)	\$ 4,066.00
Kensington Police Protection and Community Services District	\$ 387,210.00
Mountain View Sanitary District (Contra Costa)	\$ 44,309.00
Pleasant Hill Recreation and Park District	\$ 1,314,137.00
Rodeo-Hercules Fire Protection District	\$ 276,087.00
West County Wastewater District (Contra Costa)	\$ 209,688.00
Del Norte	\$ 608,262.00
Crescent City Harbor District	\$ 486,658.00
Smith River Community Services District	\$ 121,604.00
El Dorado	\$ 1,387,027.00
Cameron Park Community Services District	\$ 193,788.00
El Dorado County Fire Protection District	\$ 114,115.00
El Dorado Hills Community Services District	\$ 212,314.00
El Dorado Irrigation District	\$ 550,390.00
Fallen Leaf Lake Community Services District	\$ 308,607.00
Tahoe Resource Conservation District	\$ 7,813.00

See page (4) for NHRPD Funding

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Fresno	\$ 11,140,649.00
Bluffs Community Services District	\$ 61,213.00
Calwa Recreation and Park District	\$ 252,148.00
Central Valley Pest Control District	\$ 39,344.00
Clovis Veterans Memorial District	\$ 203,526.00
Coalinga-Huron Recreation and Park District	\$ 476,702.00
Fresno County Fire Protection District	\$ 865,207.00
Fresno Metropolitan Flood Control District	\$ 199,342.00
Fresno Mosquito and Vector Control District	\$ 98,032.00
Fresno-Westside Mosquito Abatement District	\$ 122,362.00
James Irrigation District	\$ 131,738.00
North Central Fire Protection District	\$ 74,832.00
Panoche Water District	\$ 631,567.00
Sierra Resource Conservation District	\$ 2,314,180.00
Westlands Water District	\$ 5,670,456.00
Humboldt	\$ 1,150,721.00
Fruitland Ridge Fire Protection District	\$ 6,611.00
Humboldt County Resource Conservation District	\$ 853,252.00
North Humboldt Recreation and Park District	\$ 290,858.00
Imperial	\$ 543,191.00
Bombay Beach Community Service District	\$ 15,305.00
Heber Public Utility District	\$ 447,385.00
Seeley County Water District	\$ 80,501.00
Inyo	\$ 120,303.00
Big Pine Cemetery District	\$ 35,846.00
Eastern Sierra Community Services District	\$ 57,214.00
Southern Inyo Fire Protection District	\$ 27,243.00
Kern	\$ 4,281,321.00
Arvin Community Services District	\$ 14,087.00
Bear Mountain Recreation and Park District	\$ 8,990.00
Bear Valley Community Services District	\$ 4,493.00
Cemetery District No. 1	\$ 45,373.00
East Kern Health Care District	\$ 17,875.00
Lamont Public Utility District	\$ 455,606.00
McFarland Recreation and Park District	\$ 211,712.00
North of the River Recreation and Park District	\$ 486,471.00
Semitropic Water Storage District	\$ 2,304,095.00
Stallion Springs Community Services District	\$ 4,522.00
Tehachapi Valley Recreation and Park District	\$ 203,329.00
West Side Cemetery District	\$ 80,254.00
West Side Recreation and Park District	\$ 436,331.00
Wheeler Ridge-Maricopa Water Storage District	\$ 8,183.00
Lake	\$ 192,968.00
Hidden Valley Lake Community Services District	\$ 116,992.00
Lake County Vector Control District	\$ 75,976.00
Lassen	\$ 164,475.00
Herlong Public Utility District	\$ 76,891.00
Lassen Library District	\$ 87,584.00

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Los Angeles	\$ 4,028,537.00
Antelope Valley Resource Conservation District	\$ 86,608.00
Beach Cities Health District	\$ 1,130,937.00
Metropolitan Water District of Southern California	\$ 183,675.00
Palm Ranch Irrigation District	\$ 116,763.00
Palos Verdes Library District	\$ 134,109.00
West Basin Municipal Water District	\$ 2,376,445.00
Madera	\$ 1,665,635.00
Chowchilla Memorial Healthcare District	\$ 444,626.00
Madera Irrigation District	\$ 1,221,009.00
Marin	\$ 2,407,993.00
Inverness Public Utility District	\$ 966.00
Marin County Resource Conservation District	\$ 212,270.00
Marinwood Community Services District	\$ 337,424.00
Novato Fire Protection District	\$ 33,154.00
Ross Valley Sanitary District	\$ 15,717.00
Sanitary District No. 5 (Marin)	\$ 167,484.00
Sausalito-Marín City Sanitary (Marin)	\$ 1,106,828.00
Southern Marin Fire Protection District	\$ 54,666.00
Strawberry Recreation District	\$ 285,759.00
Tamalpais Community Services District	\$ 182,971.00
Tiburon Fire Protection District	\$ 10,754.00
Mendocino	\$ 2,132,696.00
Albion-Little River Fire Protection	\$ 88,124.00
Coast Life Support District	\$ 59,291.00
Gualala Community Services District	\$ 150,683.00
Mendocino Coast Recreation and Park District	\$ 602,160.00
Noyo Harbor District	\$ 1,232,438.00
Mono	\$ 15,994.00
Antelope Fire Protection District	\$ 15,994.00
Monterey	\$ 1,936,009.00
Greenfield Recreation and Park District	\$ 36,406.00
Monterey County Regional Fire Protection District	\$ 70,622.00
Monterey Peninsula Regional Park District	\$ 1,059,975.00
Moss Landing Harbor District	\$ 329,207.00
North County Public Recreation District	\$ 168,717.00
Pajaro/Sunny Mesa Community Services District	\$ 55,009.00
Soledad-Mission Recreation and Park District	\$ 182,258.00
Spreckels Memorial District	\$ 33,815.00
Napa	\$ 372,660.00
Napa County Regional Park and Open Space District	\$ 372,660.00
Nevada	\$ 1,228,827.00
Nevada-Sierra Connecting Point Public Authority	\$ 628,068.00
Rough and Ready Fire Protection District	\$ 187,163.00
Truckee Fire Protection District	\$ 17,562.00
Truckee-Donner Recreation and Park District	\$ 396,034.00
Orange	\$ 1,384,739.00
Buena Park Library District	\$ 315,979.00

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Costa Mesa Sanitary District (Orange)	\$ 485,395.00
Midway City Sanitary District (Orange)	\$ 258,866.00
Orange County Cemetery District	\$ 40,155.00
Orange County Mosquito and Vector Control District	\$ 17,034.00
Placentia Library District	\$ 56,317.00
Rossmoor Community Services District	\$ 48,578.00
Silverado - Modjeska Recreation and Park District	\$ 108,681.00
South Coast Water District	\$ 53,734.00
Placer	\$ 1,057,189.00
Auburn Cemetery District	\$ 3,000.00
Auburn Recreation and Park District	\$ 334,974.00
Olympic Valley Public Service District	\$ 36,581.00
Placer Mosquito and Vector Control District	\$ 52,954.00
South Placer Fire Protection District	\$ 133,337.00
South Placer Municipal Utility District	\$ 241,932.00
Tahoe City Public Utility District	\$ 254,411.00
Plumas	\$ 330,947.00
Almanor Recreation and Park District	\$ 45,375.00
Central Plumas Recreation District	\$ 65,466.00
Gold Mountain Community Services District	\$ 84,264.00
Hamilton Branch Community Services District	\$ 24,834.00
Indian Valley Recreation and Park District	\$ 33,766.00
Meadow Valley Fire Protection District	\$ 35,966.00
Quincy Fire Protection District	\$ 41,276.00
Riverside	\$ 1,296,349.00
Beaumont Cherry Valley Recreation and Park District	\$ 310,206.00
Beaumont Library District	\$ 22,318.00
Coachella Valley Cemetery District	\$ 57,512.00
Coachella Valley Mosquito and Vector Control District	\$ 14,503.00
Desert Recreation District	\$ 847,768.00
Idyllwild Water District	\$ 30,158.00
Palm Springs Cemetery District	\$ 4,122.00
Valley-Wide Recreation and Park District	\$ 9,762.00
Sacramento	\$ 7,215,824.00
Arden Manor Recreation and Park District	\$ 83,092.00
Arden Park Recreation and Park District	\$ 162,026.00
Cordova Recreation and Park District	\$ 15,881.00
Cosumnes Community Services District	\$ 3,981,404.00
Fair Oaks Recreation and Park District	\$ 219,459.00
Fulton-El Camino Recreation and Park District	\$ 537,418.00
Herald Fire Protection District	\$ 415,139.00
North Highlands Recreation and Park District	\$ 742,013.00
Orangevale Recreation and Park District	\$ 250,009.00
Rio Linda-Elverta Parks and Recreation Area (Sacramento)	\$ 104,805.00
Sacramento Metropolitan Fire District	\$ 409,972.00
Sacramento-Yolo Mosquito and Vector Control District	\$ 39,897.00
Sloughhouse Resource Conservation District	\$ 17,360.00
Southgate Recreation and Park District	\$ 237,349.00



**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

San Benito	\$ 284,538.00
Pacheco Pass Water District	\$ 230,354.00
San Benito Resource Conservation District	\$ 54,184.00
San Bernardino	\$ 5,577,878.00
Apple Valley Fire Protection District	\$ 1,109,761.00
Apple Valley Foothill County Water District	\$ 4,336.00
Chino Valley Independent Fire District	\$ 3,320,209.00
Helendale Community Services District	\$ 126,934.00
Hesperia Recreation and Park District	\$ 514,127.00
Inland Empire Utilities Agency	\$ 12,303.00
Mojave Water Agency	\$ 6,123.00
Rim of the World Recreation and Park District	\$ 323,583.00
San Bernardino Valley Water Conservation District	\$ 37,549.00
West Valley Mosquito and Vector Control District	\$ 122,953.00
San Diego	\$ 6,268,072.00
Grossmont Healthcare District	\$ 47,117.00
Lakeside Fire Protection District	\$ 1,365,612.00
North County Fire Protection District (San Diego)	\$ 1,459,698.00
Olivenhain Municipal Water District	\$ 43,561.00
Rancho Santa Fe Fire Protection District	\$ 1,154,981.00
San Miguel Consolidated Fire Protection District	\$ 2,129,691.00
Valley Center Fire Protection District	\$ 67,412.00
San Joaquin	\$ 2,957,033.00
Escalon Consolidated Fire Protection District	\$ 651,404.00
Linden-Peters Fire Protection District	\$ 45,478.00
Mokelumne Rural Fire Protection District	\$ 121,013.00
Port of Stockton	\$ 772,817.00
San Joaquin County Mosquito and Vector Control	\$ 98,519.00
South San Joaquin Irrigation District	\$ 1,134,711.00
Tracy Fire Protection District	\$ 26,965.00
Waterloo-Morada Fire Protection District	\$ 18,578.00
Woodbridge Fire Protection District	\$ 87,548.00
San Luis Obispo	\$ 364,832.00
Cambria Community Healthcare District	\$ 165,533.00
Cambria Community Services District	\$ 25,643.00
Port San Luis Harbor District	\$ 16,890.00
San Simeon Community Services District	\$ 135,231.00
Templeton Community Services District	\$ 9,535.00
Upper Salinas/Las Tablas Resource Conservation District	\$ 12,000.00
San Mateo	\$ 2,206,980.00
Highlands Recreation Community Services District	\$ 454,025.00
Menlo Park Fire Protection District	\$ 43,225.00
Peninsula Health Care District	\$ 817,512.00
San Mateo County Harbor District	\$ 122,718.00
San Mateo County Mosquito and Vector Control District	\$ 91,298.00
Sequoia Healthcare District	\$ 678,202.00
Santa Barbara	\$ 1,449,622.00
Goleta Sanitary District (Santa Barbara)	\$ 279,115.00

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Isla Vista Community Services District	\$ 53,063.00
Isla Vista Recreation and Park District	\$ 697,940.00
Mission Hills Community Services District	\$ 16,676.00
Montecito Sanitary District (Santa Barbara)	\$ 362,374.00
Santa Ynez River Water Conservation District	\$ 40,454.00
Santa Clara	\$ 1,107,373.00
Midpeninsula Regional Open Space District	\$ 12,496.00
Santa Clara Valley Water District	\$ 1,019,735.00
South Santa Clara Valley Memorial District	\$ 75,142.00
Santa Cruz	\$ 386,684.00
Aptos-La Selva Fire Protection Services	\$ 23,450.00
Boulder Creek Recreation and Park District	\$ 230,654.00
Central Fire Protection District (Santa Cruz)	\$ 5,892.00
La Selva Beach Recreation District	\$ 31,840.00
Resource Conservation District of Santa Cruz County	\$ 23,484.00
Santa Cruz Port District	\$ 71,364.00
Shasta	\$ 1,237,669.00
Anderson-Cottonwood Irrigation District	\$ 94,404.00
Western Shasta Resource Conservation District	\$ 1,143,265.00
Siskiyou	\$ 345,240.00
Dunsmuir Recreation and Park District	\$ 4,858.00
Shasta Valley Resource Conservation District	\$ 339,827.00
Weed Recreation and Park District	\$ 555.00
Solano	\$ 996,408.00
Greater Vallejo Recreation District	\$ 594,359.00
Silveyville Cemetery District	\$ 2,000.00
Solano Resource Conservation District	\$ 38,492.00
Suisun Resource Conservation District	\$ 361,557.00
Sonoma	\$ 1,672,762.00
Cazadero Community Services District	\$ 5,267.00
Gold Ridge Resource Conservation District	\$ 320,306.00
Marin/Sonoma Mosquito and Vector Control District	\$ 173,632.00
Monte Rio Recreation and Park District	\$ 57,641.00
Petaluma Health Care District	\$ 395,905.00
Russian River Recreation and Park District	\$ 503,531.00
Sonoma County Fire District	\$ 216,480.00
Stanislaus	\$ 1,317,536.00
Del Puerto Health Care District	\$ 128,747.00
Salida Sanitary District (Stanislaus)	\$ 15,610.00
Stanislaus Consolidated Fire Protection District	\$ 949,778.00
Turlock Fire Protection District	\$ 223,401.00
Sutter	\$ 34,100.00
Sutter County Resource Conservation District	\$ 34,100.00
Tehama	\$ 21,243.00
Resource Conservation District of Tehama County	\$ 21,243.00
Toulumne	\$ 292,915.00
Groveland Community Services District	\$ 16,104.00
Jamestown Sanitary District (Tuolumne)	\$ 8,118.00

**COVID-19 Fiscal Relief for Special Districts
Allocations by Special District and County**

Tuolumne City Sanitary District	\$ 229,859.00
Twain Harte Community Services District	\$ 38,834.00
Trinity	\$ 203,505.00
Trinity County Resource and Water Conservation District	\$ 161,556.00
Trinity Public Utilities District	\$ 25,479.00
Weaverville / Douglas City Parks and Recreation District	\$ 16,470.00
Tulare	\$ 6,630,626.00
Delta Vector Control District	\$ 188,365.00
Exeter District Ambulance	\$ 64,528.00
Lower Tule River Irrigation District	\$ 37,746.00
Southern Tulare County Citrus Pest Control District	\$ 77,851.00
Tulare Local Healthcare District	\$ 6,019,980.00
Tulare Mosquito Abatement District	\$ 137,531.00
Visalia Memorial District	\$ 104,625.00
Ventura	\$ 3,832,603.00
Casitas Municipal Water District	\$ 112,459.00
Channel Islands Beach Community Services District	\$ 42,487.00
Conejo Recreation and Park District	\$ 178,195.00
Pleasant Valley Recreation and Park District	\$ 230,484.00
Rancho Simi Recreation and Park District	\$ 3,259,166.00
Ventura Port District	\$ 9,812.00
Yolo	\$ 790,264.00
Knights Landing Cemetery District	\$ 22,684.00
Yolo County Flood Control and Water Conservation District	\$ 542,374.00
Yolo County Resource Conservation District	\$ 14,332.00
Yolo Fire Protection District	\$ 210,874.00

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: January 13, 2022

SUBJECT: Mandatory Board of Director Trainings:
AB 1234 Training: Ethics Training in Real World Situation
AB 1825 and AB 1661



BACKGROUND

AB 1234 requires newly elected officials to received ethics training within a year of assuming office, and existing elected officials to receive ethics training every two years while in office. AB 1825 and AB 1661 training complies with the Sexual Harassment Prevention Training. Both are mandatory trainings for elected and/appointed officials. Several directors have already completed both training requirements, while some have completed one and some none.

DISCUSSION

Both mandatory board trainings can be provided to the board at no cost through California Association of Parks and Recreation Indemnity (CAPRI), California Recreation and Park District (CARPD), California Parks and Recreation Society (CPRS) and Sacramento County. Many of these trainings can be provided through a Webinar or online from your home. New board members have one year to complete both trainings after assuming office, while existing board members need to complete these trainings once every two years.

Most can be scheduled around your availability, while the Webinars are generally scheduled well in advance. As an example, CARPD is offering a two hour Webinar for AB 1234 Ethics Training on Tuesday, October 11, 2022 10am-12 noon. CARPD is also offering a two hour Webinar on Sexual Harassment Tuesday, October 18, 2022 10am-12 noon.

RECOMMENDATION

Contact district office manager, Terri Smith for more information.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: January 13, 2022

SUBJECT: Larchmont Park Tree Planting (Map)



BACKGROUND

The North Highlands Recreation and Park District has partnered with the Sacramento Tree Foundation. The plan is to replant or reforest our parks with new trees.

DISCUSSION

The first park the district and the Sacramento Tree Foundation (STF) will partner together on is Larchmont Park. Several weeks ago staff met with STF staff, Marisol Villarreal and Rachel Patton to evaluate Larchmont Park, determine the number of trees and the location where they should be planted. There are several species of trees that will be planted, including Zelkovas, Ginkgos and Chinese Pistache.

At this time, the district plans on using Larchmont Park as a “test” park for irrigating the trees. Young trees need direct watering to help insure their survival. The best options are watering by hand (very expensive and time consuming) or installing irrigation bubblers to each newly planted tree. As the test park, the district will install irrigation bubblers at Larchmont. While there will be an initial cost (to be determined) to install the bubblers, the cost will be likely far less than the cost to have staff hand water twenty trees.

A date will be selected in March 2022 to have an official tree planting. The district, Sacramento Tree Foundation, Kiwanis Club and SMUD, have partnered together to organize the volunteers for the tree planting.

Attached you will find a copy of a Google Earth map of the park, the location and species of each new tree.

Park

Trees

are Zelkovas

dots are for large species (L)
the zelkovas in stature and shade

medium trees (M)
over the basketball court

available and recommended:

- low litter

go (L) - yellow fall color

one

e (L) n

e (L) n e

-) n e

large (M)

(M) n

4) n

the fruit

M) - red winter flowers

Tree (M) e - edible fruit

- low pollen low fruit

er (M)

smaller (M)

the either 5 gal or 15 gal

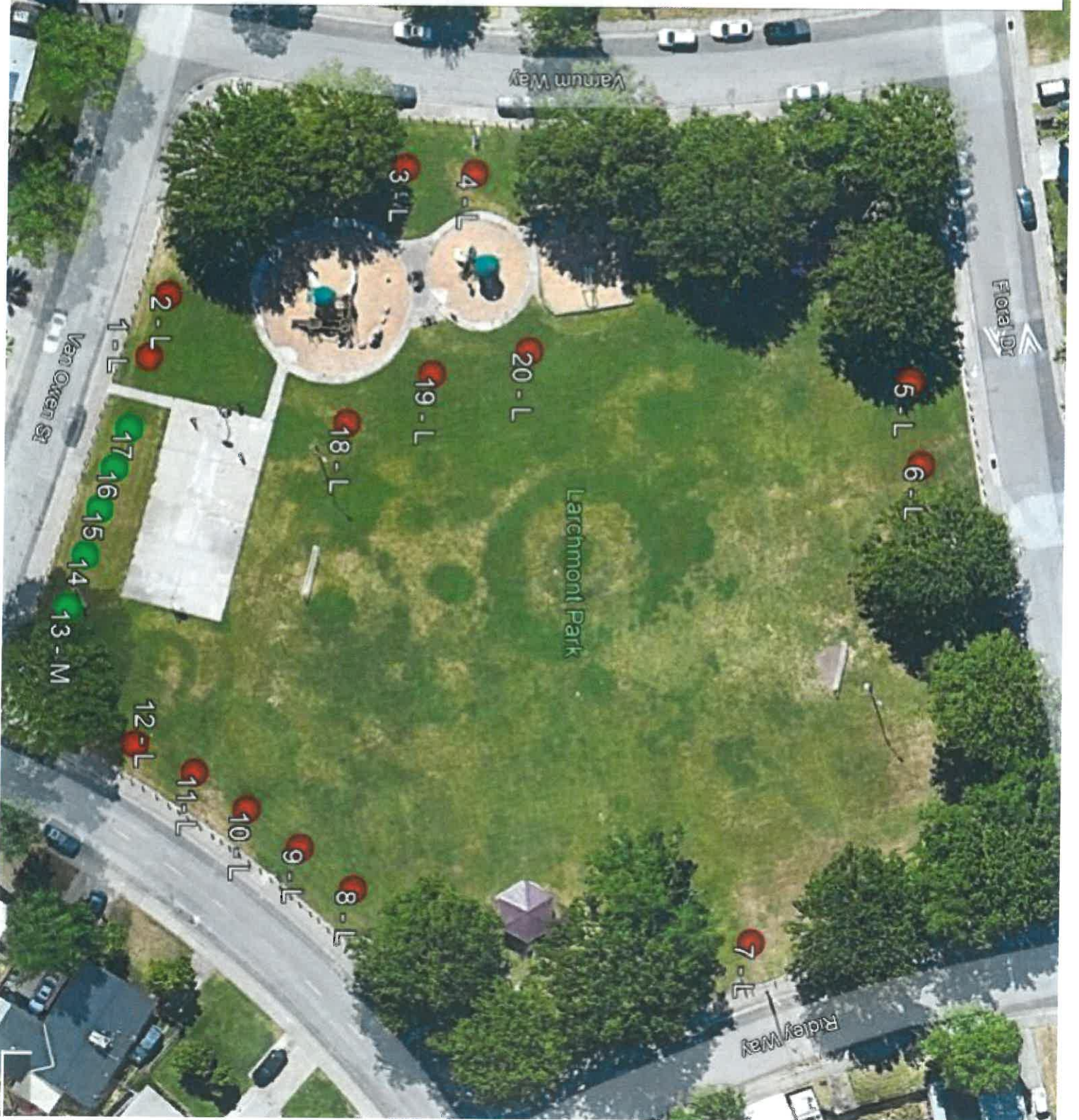
are only available as 15 gal

species

then

over a guarantee. Could be orange.

a minimum 8' from concrete
in the existing trees



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS MEETING

To: Larry Mazzuca, District Administrator
From: Scott Graham, Park and Maintenance Superintendent
Date: January 13, 2022
Subject: Park/Maintenance Report

PARK MAINTENANCE UPDATE:

- Weekly mowing edging, trimming and blowing of all District parks and facilities.
- Assisted the recreation division by delivering and returning decorations and supplies for the annual holiday event, as well as the Christmas tree used for the event.
- Completed leaf removal from Ruth Inman, Sierra Creek, Ridgepoint, Strizek, Larchmont, Brock and Planehaven parks. This was followed by multiple trips to the County Landfill to properly dispose of the green waste.
- Heavy winds and rain knocked down trees and limbs at multiple District parks. Staff was able to remove the debris over the course of the month. In addition, staff cleared rain gutters and drains at Capehart and the Office complex.

FACILITY MAINTENANCE UPDATE:

- The new carpet in the Recreation center lobby and District offices was installed in December. Staff spent several days emptying file cabinets and drawers, small furniture and other items prior to the install. The Maintenance staff then moved everything to the community center for temporary storage. The install took four days (December 10, 11, 12, 18) to complete, after which the Maintenance team moved everything back into the office area.
- New ceiling tiles were installed in the Community Center as needed.
- At Capehart, repairs to an electrical panel were completed, as well as new outlets installed. In addition, a new cellular receiver was installed to modernize the fire suppression system and monitoring capabilities. The old system relied on dated land lines for monitoring, which were susceptible to performance issues at times.

INCIDENT/ACCIDENT REPORT UPDATE:

- No reports were submitted in December.

CAPEHART YOUTH CENTER HVAC UNIT PROJECT UPDATE

The HVAC unit that services the Youth Center side of the Capehart facility, currently occupied by Something Extra Preschool, failed in December. A HVAC contractor was called in to inspect and diagnose the unit. Unfortunately, the unit was beyond repair and it was recommended that the District replace the unit. The contractor was able to secure a new unit in just a few days and the install was completed on December 17.



FEC POP TEAM STAT PROGRAM:

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

Monthly activity report for: North Highlands Park District, **Reporting Period:** 2021-12-01 to 2021-12-31

Summary of enforcement actions

	Park Hours:	2
	Drugs:	0
	Weapons:	0
	Alcohol:	0
NTA Issued: 3	Animals:	0
	Vehicle Code:	1
	Probation Violation:	0
	Other:	0
Onsite Arrests:	Drugs:	
	Weapons:	
	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
Calls For Service:		1
Parking Citations:		3
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: January 13, 2022
SUBJECT: Recreation Division Report

Afterschool Program

Expanded Learning

- Staff attended their monthly training with NHRPD and covered holiday events and special projects, before school care program, and scheduling in 2022
- The second half of the training was an appreciation staff and celebrating their accomplishments
 - NHRPD provided Chipotle and the staff organized a white elephant gift exchange
- A grandparent of a student contacted the District to donate presents for the students
 - The District received 29 large boxes filled with small toys, trinkets, and games
 - Staff made goody bags with the supplies and handed them out to the students
 - The donation was much larger than the students we serve so, staff provided some partner agencies with a few boxes
 - FC Joyce Elementary School was given 7 of the boxes for their afterschool program
 - The TRUSD Special Projects Team was given 3 of the boxes for the other afterschool programs
 - Winter Break Campers all received a gift from this donation
 - The remaining gifts were all put into the incentive store for the afterschool programs
- 4 new staff members were hired

Raccoon Club

- Averages 17 students each day

Before School Program

- An extension of the afterschool program which will provide before school care to students
 - Includes activities, breakfast, and mindfulness activities aimed to help prep them for the school day
- This program will run on school days from 7:00am – 8:00am
- Staff are attending meetings, trainings, and starting to prep for the program

Youth Programs

- Held the first holiday workshop called “Elves in Training” for the 3 participants that registered
- Participants made edible cookie dough, decorated cookies, made holiday ornaments, and played elf games
- The next holiday workshop is on February 12 called “Cupids Crew”

Winter Break Camp

- There were 47 Winter Break Campers that attended camp on December 20-23

- The District contracted with Twin Rivers Unified School District to sponsor 43 students to attend Winter Break Camp
 - There were 4 campers that were not sponsored because they attend another school district
 - These campers registered through NHRPD and paid the camp fee
- Included in the contract with TRUSD was a provided breakfast, snack, lunch, and supper for all 47 campers
- Campers enjoyed games, crafts, experiments, and activities
- The consistent rainy weather was a challenge for staff to navigate, but they did a great job at seizing dry moments to get the campers outside and kept them physically active inside while it rained

Youth Sports

- Unfortunately, due to low enrollment in the Youth Basketball League and Pee Wee Basketball Skills & Drills, staff had to cancel and issue refunds to those that have already registered
- Youth Cheer, a program that relies on the basketball programs, had 11 registrants and would have done very well.
 - Without a basketball program the Youth Cheer program doesn't have any events to cheer at so staff had to cancel and issue refunds to those that have registered

TRUSD Sports

- Met with school administrators about the winter leagues
 - Dodgeball for 5/6 graders
 - Volleyball for 7/8 graders
- Hosted the coaches meeting on December 9
- Both leagues are scheduled to begin on January 18
 - The season may have to start late due to the delay in getting team information from TRUSD
- Working to get volleyball officials hired but there is a shortage of officials

Senior Programs

- Harvest Time hosted their annual Holiday party
 - Staff purchased and provided a ham
- Bingo continues to grow with 20+ participants each week
- Senior Movie Days in December played Secondhand Lions and Christmas Vacation

Special Events

- Staff hosted a free Holiday Extravaganza & Pajama Party for the community
- This event had a great turnout and was a huge success
- NHRPD partnered with the Optimist Club to offer event goers a breakfast option for a small fee
- 7 vendors attended the event
- There were five special holiday character visitors that brought a spirit to the event
 - Santa, Mrs. Clause, The Grinch, Cindy Lou Who, and Dinger from the Sacramento River Cats
- Staff tabled several activity tables that included crafts, games and music
- Staff purchased a snow machine that really added the holiday spirit to the event
 - Community members of all ages enjoyed being showered with fake snow!

Recreation Staffing

- Fully staffing programs continue to be a challenge for the Recreation Division
- Staff scheduled 33 virtual interviews with new perspective employees over the last 6 weeks

Building & Gym Rentals

- Building rentals are going strong and inquiries come in daily
- 2021 Recap
 - Gym rentals opened up in July
 - 41 rentals were booked from July – December
 - Building Rentals opened in October
 - 12 rentals booked between the Community Center and the Recreation Center
 - 9 free vaccine clinics were hosted
 - 9 events booked for 2022 and several more are partially booked

Marketing

- Recreation staff are starting to work on the Spring marketing plan

Social Media Reach

- Currently, the District uses two social media platforms, Facebook and Instagram, to help market programs and facilitate community outreach
 - Facebook Reach
 - In 2021, NHRPD has grown its following by 324 users
 - Instagram Reach
 - In the last 90 days, NHRPD has 14 new followers
- Data from these platforms can be lengthy and highly specific
 - Data exported from Facebook from March 2021 – December 2021 includes 68 excel pages with over 124 rows and 116 columns of information to sort through on each page
- Doing a complete synopsis of the data could take months
 - Further information can be presented if the board requests it



ELVES IN TRAINING WORKSHOP

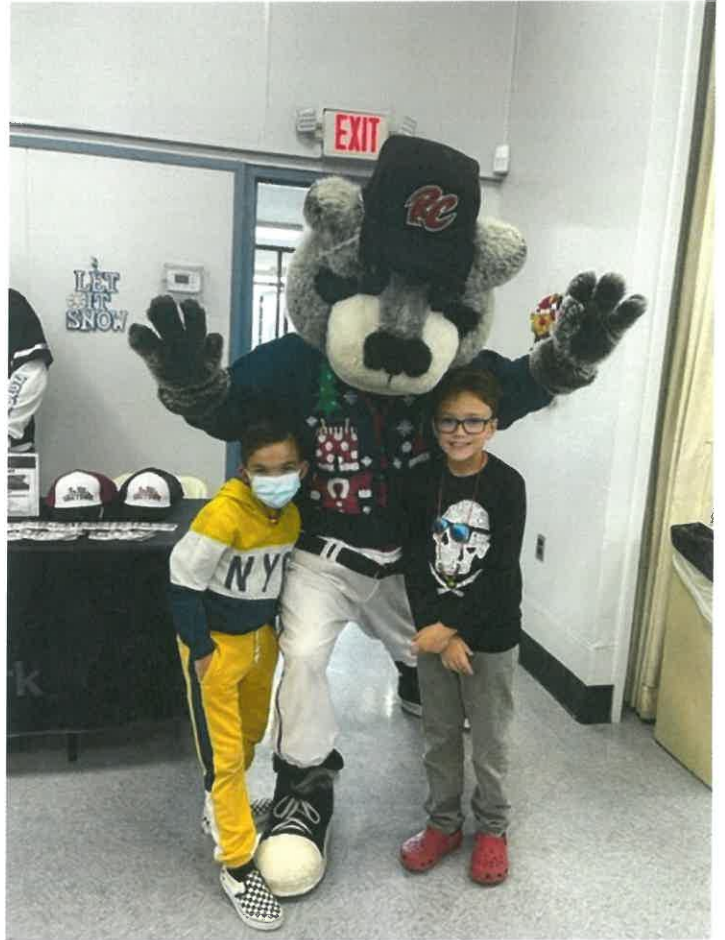


WINTER BREAK CAMP



WINTER BREAK CAMP







NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: January 13, 2022

SUBJECT: Board Committee Assignments



Chairperson Williams will announce Board Committee Assignments for 2022. In the District's Policy Manual, there is a description of the responsibilities for each committee. Two directors will be assigned by the Chair to each committee. One director will be designated as the "Committee Chairperson" and the other as the "Committee Member." Although it is ideal for both directors to attend a committee meeting, the meeting can be held with one director under most circumstances.

Committee meetings are scheduled when the Administrator determines that there is a need to convene the committee on a related topic. When this occurs, the Administrator will contact both the Committee Chair and Member to describe the need to meet and offer several dates and times to hold the meeting. Committee members receive \$50 per meeting.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

To: Patrick Williams, Chairperson
Larry Mazzuca, District Administrator

From: Scott Graham, Park and Maintenance Superintendent

Date: January 13, 2022

Subject: New Vehicle Purchasing

BACKGROUND

The 2021/2022 Fiscal Year Budget adopted by the Board of Directors includes funding for two new vehicles for the Maintenance division in the amount of \$65,000. District policy 3140.2, item 3, outlines the required process to make purchases that cost more than \$20,000. Price competition will be obtained by formal advertising. Notice inviting bids shall be published in a local newspaper within the District. Upon receiving bids, the District Board may accept a bid, reject all bids and re-advertise, or by four/fifths (4/5) vote, elect to purchase the goods in the open market if a better price can be obtained.

DISCUSSION

District staff placed a notice in the Sacramento Bee soliciting bids for the purchase of two Ford F-150 trucks, 2021 or 2022 models, two-wheel drive, regular cab with towing capability. The notices ran December 10 and 13 and potential bidders were given until January 3, 2022 to submit bids. Staff also sent email requests for bids to six local Ford dealers from Dixon to Woodland. As of January 3, staff received one written bid, from Future Ford of Sacramento. The quoted price per vehicle is \$27,460 each for two 2021 F-150 trucks, which does not include taxes and fees. Future Ford has both trucks in stock and ready for delivery. Based on preliminary discussions, many other dealers are looking at delivery times of 10 to 12 weeks.

RECOMMENDATION

The Board of Directors accepts the bid submitted by Future Ford for the purchase of two Ford F-150 trucks. The price quoted and all fees and taxes will fit within budgeted amounts. Just as importantly, the trucks are in stock.



PUBLIC PRICE: \$33,260

FUTURE FLEET DISCOUNT: -\$5,800

YOUR SELLING PRICE: \$27,460*

**PRICE DOES NOT INCLUDE TAX AND FEES.*

Thank you for your business!



Sheldon Haynie
Commercial Fleet Sales Manager

4625 Madison Avenue
Sacramento, CA 95841
shaynie@futurefordofsac.com

Cell (530) 329-6718
Toll Free (800) 916-FORD



FUTURE FORD
650 Automall Drive
Roseville, CA 95661
(916) 786-3673
Fax (916) 786-5631

FUTURE NISSAN
600 Automall Drive
Roseville, CA 95661
(916) 786-7878
Fax (916) 781-6451

FUTURE CENTER
3020 Taylor Road
Roseville, CA 95661
(916) 786-3673
Fax (916) 786-5631

FUTURE FORD
920 W. Shaw Ave.
Clovis, CA 93612
(559) 291-2581
Fax (559) 294-1607

FUTURE KIA
868 W. Shaw Ave.
Clovis, CA 93612
(559) 291-5300
Fax (559) 294-1607

FUTURE FORD
2285 Diamond Blvd.
Concord, CA 94520
(925) 686-5000
Fax (925) 685-0393

FUTURE FORD
4625 Madison Ave.
Sacramento, CA 95841
(916) 331-7600
Fax (916) 349-3393

KAN-001150 CA 9-NORFOLK, NB, 201150, MK2, 92 2686 220211107 4568 MK E58968



Go Further
ford.com

VEHICLE DESCRIPTION

F-150

2021 F-150 4X2 REGULAR CAB
141" WHEELBASE
3.3L V6 FORD
ELEC TEN-SPEED AUTO W/TWO M

MK E58968

EXTERIOR
OXFORD WHITE
INTERIOR
DARK SLATE VINYL 40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- | | | | |
|---|---|--|---|
| <ul style="list-style-type: none"> • DAYTIME RUNNING LAMPS • EASY FUEL CAPRESS FILLER • FLATY BOXED STEEL FRAME • HALOGEN HEADLAMPS • HEADLAMPS - AUTO HIGH BEAM • HEADLAMPS - AUTO LOW BEAM • LOCKING REMOVABLE TAIL GATE • PICKUP BOX TIE DOWN HOOKS • TRAILER SWAY CONTROL • WIPERS - INTERMITTENT | <ul style="list-style-type: none"> • 4" PRODUCTIVITY SCREEN • DUAL SUNVISORS • MESSAGE CTR - OUTSIDE TEMP • COMPASS, TEMP COMPUTER • POWERPOINTS - 12V • FLU/TELESCOPE STR COLUMN | <ul style="list-style-type: none"> • AUTO HOLD • CURVE CONTROL • DYNAMIC HITCH ASSIST • FAL-SAFE COOLING SYSTEM • FORDPASS CONNECT™ 4G • HOTSPOOT TELEMATICS MODEM • GAS-CHARGED SHOCKS • HILL START ASSIST • OUTBOARD MOUNT REAR SHOCKS • PRE-COLLISION ASSIST WAIVER • PARK PAID AND PARKING STEER • REAR WIPER AND WIPER WASH • SELECTSHIFT® | <ul style="list-style-type: none"> • ADVANCE TRAC™ WITH HOOK • AIRBAGS - FRONT SEAT • MOUNTED SIDE IMPACT • AIRBAGS - SAFETY CANOPY® • CURT HIGH MOUNT STOP LAMP • SECURILOCK ANTI-THIEF SYS • SOS POST-CRASH ALERT SYS • TIRE PRESSURE MONIT SYS |
|---|---|--|---|

INCLUDED ON THIS VEHICLE
EQUIPMENT GROUP 101A
2,080.00

EXTERIOR
2,080.00

INTERIOR
2,080.00

FUNCTIONAL
2,080.00

SAFETY/SECURITY
2,080.00

WARRANTY
2,080.00

PRICE INFORMATION
BASE PRICE \$29,590.00
TOTAL OPTIONS/OTHER 2,725.00
TOTAL VEHICLE & OPTIONS/OTHER 32,315.00
DESTINATION & DELIVERY 1,695.00
TOTAL BEFORE DISCOUNTS 34,010.00
XL HIGH DISCOUNT 750.00
TOTAL SAVINGS 790.00

SPECIAL EQUIPMENT/OTHER
17" 84 V6R STEEL WHEELS
245/70R17 BRW ALL-SEASON
3.3L RATIO REGULAR MALE
6100# GVWR PACKAGE
FRONT LICENSE PLATE BRACKET
50 STATE EMISSIONS
INTERIOR WORK SURFACE
CALISTO IV TROUBLE SHOOT
2.0L I4 16V 182HP 15000 MILE
VANU APPROVAL FRONT SEAT
FLEX FUEL VEHICLE

NO CHARGE
NO CHARGE
NO CHARGE
NO CHARGE
NO CHARGE
NO CHARGE

NAME	CB76
PHONE	72-9192 CRT 1
ADDRESS	CONVOY
CITY	
STATE	
ZIP	
FINANCIAL	
SALES	
MANAGER	
SALES	
MANAGER	

SPECIAL ORDER
MKC92 N HB 2X 130 007150 10 20 21

12/30/2021

EPA Fuel Economy and Environment DOT

Fuel Economy
21 MPG
combined city/hwy

MPG
20 city 24 highway 4.8 gallons per 100 miles



Annual fuel cost \$1,950

fuel economy.gov
Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal ★★★★★
Crash Driver Passenger ★★★★★

Side ★★★★★
Crash Front seat Rear seat ★★★★★

Rollover ★★★★★
Based on the risk of rollover in a side-impact crash.

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest.
Source: National Highway Traffic Safety Administration (NHTSA).
www.safercar.gov or 1-888-327-4236



1F1M1C85MKE58968

Flexible Fuel Vehicle
Gasoline-Ethanol (E85)

You spend \$2,250 more in fuel costs over 5 years
compared to the average new vehicle.

Smog Rating (California only)
10



Smartphone QR Code



The FordPass Connect™ modem is active, and sending vehicle data (e.g., diagnostics) to Ford. See in-vehicle settings for connectivity options. Features can't be used until you've activated FordPass Connect™. For more information, visit fordpassconnect.com. Connect to service and receive repair recommendations in advance. Connect to service and receive repair recommendations in advance. Connect to service and receive repair recommendations in advance. Connect to service and receive repair recommendations in advance.

FORD PROTECT
The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.fordprotect.com.

44 YEARS
Ford F-Series
FordPass Connect™
FordPass Connect™
FordPass Connect™

2202111074568

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JANUARY 2022
(Bills paid in December 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
<u>BENEFITS</u>					
1210	Retirement	Voya	Dec-21	\$	4,877.64
1230	Insurance	California Choice	Jan-21	\$	9,327.17
1230	" " "	CoPower	Jan-21	\$	968.00
1240	Workers' Comp	CAPRI	3rd Qtr	\$	9,039.25
	Total				24,212.06
<u>SERVICES & SUPPLIES</u>					
2039	Emp Trans - Mileage	Robertson, R.	Mileage	\$	28.39
2039	" " "	Mesaros, C	Mileage	\$	36.96
2039	" " "	Musser, S.	Mileage	\$	42.84
2051	Insurance	CAPRI	2nd Half	\$	49,356.00
2076	Office Sup	Caltronics	Copy Fees	\$	150.41
2076	" " "	Walkers	Supplies	\$	248.86
2076	" " "	Walkers	Supplies	\$	214.92
2076	" " "	Walkers	Supplies	\$	44.71
2076	" " "	Walkers	Supplies	\$	50.04
2076	" " "	Walkers	Supplies	\$	64.58
2076	" " "	Walkers	Supplies	\$	97.53
2076	" " "	Walkers	Supplies	\$	22.12
2076	" " "	Walkers	Supplies	\$	126.42
2076	" " "	USBank	Amazon (Recorders,Raccoon Club,Supplies)	\$	164.88
2076	" " "	Walkers	Supplies	\$	40.00
2076	" " "	Caltronics	Copy Fees	\$	165.85
2081	Postage	USBank	USPostal (Stamps)	\$	58.00
2085	Printing	Awards by Kay	Name plate	\$	27.19
2112	Bldg Maint. Sup	Home Depot	Supplies	\$	172.29
2112	" " "	Home Depot	Supplies	\$	137.97
2112	" " "	Home Depot	Supplies	\$	69.91
2112	" " "	Home Depot	Supplies	\$	85.81
2112	" " "	Home Depot	Supplies	\$	23.58
2131	Elec Sys Serv	Air Cool Heating	7916 Aztec	\$	245.00
2142	Land Imp Sup	Normac	Supplies	\$	86.00
2162	Painting	Home Depot	Supplies	\$	181.45
2191	Electric	SMUD	3548415 3244 Freedom Park	\$	342.40
2191	" " "	SMUD	7000000346 District	\$	2,038.34
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$	49.16
2191	" " "	SMUD	2733018 Aztec	\$	551.61
2191	" " "	SMUD	2733018 Aztec	\$	581.51
2191	" " "	SMUD	3548415 3244 Freedom Park	\$	0.58
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$	45.65
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$	92.32
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$	8.05
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$	270.63
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$	8.87
2193	Refuse	Republic Servie	3929 Karl, 7916 Aztec Way, 6040 Watt	\$	424.23
2193	" " "	Public Works	Dump	\$	490.15

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JANUARY 2022
(Bills paid in December 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2195	Sewage	Sac Utilities	3929 Karl Dr.	\$ 113.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ 113.70
2195	" " "	Sac Utilities	2802 Perrin	\$ -
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 113.70
2195	" " "	Sac Utilities	7916 Aztec	\$ 638.32
2195	" " "	Sac Utilities	6040 Watt	\$ 327.68
2197	Tele & Teleg	AT&T	Service - Capehart	\$ 74.90
2197	" " "	AT&T	Service - Capehart	\$ 74.90
2197	" " "	Comcast	Service - Shop	\$ 89.83
2197	" " "	Comcast	Service - District	\$ 279.70
2197	" " "	Telepacific	Service	\$ 905.70
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	\$ 2,048.71
2198	" " "	Sac Suburban	Way, 6040 Watt, Freedom, Softball Complex	\$ 1,849.09
2198	" " "	CA/American	Chardonay	\$ 164.62
2198	" " "	CA/American	Sierra	\$ 164.62
2205	Auto Maint. Serv	J&T Auto	Service	\$ 833.91
2205	" " "	NH Tire Pros	1995 Ford Truck - Ranger Service	\$ 139.53
2205	" " "	NH Tire Pros	Flat Tire repair	\$ 25.00
2236	Fuel & Lube	C.U.S.D.	July/Aug/Sept	\$ 1,909.86
2261	Office Equip. Maint.	NCS Computers	Monthly Service Charge (Nov & Dec 2021)	\$ 484.00
2261	" " "	NCS Computers	Hooked up computers	\$ 316.16
2261	" " "	NCS Computers	Hooked up computers	\$ 150.00
2261	" " "	NCS Computers	Monitor	\$ 370.42
2275	Rents & Leases	Alhambra	Water service	\$ 79.85
2275	" " "	DLL Financial	Copier	\$ 186.28
2275	" " "	USBank	United Site Srv. (porta potties)	\$ 304.75
2275	" " "	Alhambra	Water service	\$ 115.82
2275	" " "	CIT - Avaya	Phone equipment	\$ 432.18
2292	Other Equip Sup	USBank	Big5 (Maint.)	\$ 55.97
2322	Custodial Sup	A1 Janitorial	Janitorial Supplies	\$ 559.63
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 478.32
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 106.47
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 752.50
2332	Food	USBank	Amazon, Little Caesars, Smart&Final, Bel Air (Fall Camp, Raccoon Club, Winter Camp)	\$ 490.94
2505	Accounting	CLA Accounting	Last payment	\$ 500.00
2531	Legal	Bart., Kron., Shan	Nov 2021 service	\$ 480.00
2591	Other Prof Serv.	ASCAP	Annual Fee	\$ 370.67
2591	" " "	Med 7	Pre-employment Physical - Mt	\$ 95.00
2591	" " "	Redlingshafer, D.	Board Recording	\$ 100.00
2591	" " "	Sac Valley Alarm	Service 7916	\$ 134.00
2591	" " "	RS General Contractor	CC & RC Bathrooms	\$ 11,280.00
2591	" " "	USBank	GoldenHillsPestSrv, USP, WhenIWork, Amazon StreamLine, Adobe, Microsoft, Zoom, Illumination, Canva (Stamps, Program, WebSite, RaccoonClub, WinterEvent)	\$ 1,013.05

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JANUARY 2022
(Bills paid in December 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2591	Other Prof Serv. Con't	DOJ	Recreation Prints	\$ 96.00
2591	" " "	Fulton El Camino	Nov 2021 patrol	\$ 4,290.00
2591	" " "	Sacramento LAFCo	FY2021/22	\$ 258.00
			Amazon, SnowyPeaks, DollarTree, Trophy Depot (HolidayEvent, WinterCamp, RC	
2851	Recreation Serv	USBank	Holiday TRUSD Sports)	\$ 1,216.57
2852	Recreation Sup	Home Depot	Events	\$ 139.86
			Amazon, Smart&Final, FunExp., FoodMax (RaccoonClub, HolidayEvent, WinterCamp, Fal	
2852	" " "	USBank	lCamp)	\$ 1,618.88
			(Merchant Fees- Dec \$44.95/Nov - Bank	
2898	Other Oper Exp	NHRPD - BANK FEES	Fees \$78.71/Dec - Active Fee \$498.60)	\$ 622.26
2898	" " "	USBank	Sac County (parking)	\$ 3.50
	TOTAL			\$ 93,813.76
 <u>FIXED ASSETS</u>				
4201	Building Improvement	Vortex	ADA Doors	\$ 8,319.33
4202	Structures	TruGreen	Ridgepoint Lawn	\$ 1,595.00
4202	" " "	TruGreen	Chardonay Lawn	\$ 925.00
4202	" " "	Air Cool Heating	Installation Units Capehart	\$ 19,800.00
4303	Equipment			
	TOTAL			\$ 30,639.33
Total District Salaries		(DECEMBER 3 PAY DAY)		\$ 93,619.29
Total District EDD		(DECEMBER 3 PAY DAY)		\$ 204.51
Total District OASDI		(DECEMBER 3 PAY DAY)		\$ 6,950.15
				\$ 100,773.95
 DISTRICT TOTALS				 \$249,439.10

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JANUARY 2022
(Bills paid in December 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
9429	Building Rentals	Jones, Keish	Refund Admin Fee	\$ 25.00
9646	Rec Fees & Charges	Bussell, Callie	Fall Break Camp Refund - TRUSD Sponsor	\$ 84.00
9646	" " "	Franklin, Dawn	Fall Break Camp Refund - TRUSD Sponsor	\$ 84.00
9646	" " "	Velazquz, Elizabeht	Fall Break Camp Refund - TRUSD Sponsor	\$ 84.00
9646	" " "	Stanner, Shawn	Fall Break Camp Refund - TRUSD Sponsor	\$ 84.00
9646	" " "	Harper, Lisa	Fall Break Camp Refund - TRUSD Sponsor	\$ 84.00
9646	" " "	Barraza, Patricia	Fall Break Camp Refund - TRUSD Sponsor	\$ 252.00
9646	" " "	Bussell, Callie	Raccoon Club Refund	\$ 115.00
9646	" " "	Bussell, Callie	Winter Break Camp Refund - TRUSD Sponso	\$ 112.00
9646	" " "	Franklin, Dawn	Winter Break Camp Refund - TRUSD Sponso	\$ 112.00
9646	" " "	Lagow, Daniel	Winter Break Camp Refund - TRUSD Sponso	\$ 112.00
9646	" " "	Wolf, Kristina	Winter Break Camp Refund - TRUSD Sponso	\$ 112.00
9646	" " "	Johnson, Amy	Winter Break Camp Refund - TRUSD Sponso	\$ 112.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT JANUARY 2022
(Bills paid in December 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Dec-21	\$ 396.87
1230	Insurance	CALIFORNIA CHOICE	Jan-22	\$ 542.62
1230	" " "	COPOWER	Jan-22	\$ 88.00
1240	" " "	CAPRI	3rd Quarter	\$ 500.10
	Total			1,527.59
 <u>SERVICES & SUPPLIES</u>				
2005	Adv./Legal Notice			\$ -
2142	Land Imp Sup			\$ -
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 24.27
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 24.27
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 30.20
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 8.45
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 254.76
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 477.62
2198	" " "	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 30.14
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 8.33
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 58.42
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 58.42
2236	Fuel/Lube	C.U.S.D.	July/Aug/Sept	\$ 500.00
	TOTAL			\$ 1,474.88
 <u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
Total District Salaries		(DECEMBER 3 PAY DAY)		\$ 6,234.93
Total District EDD		(DECEMBER 3 PAY DAY)		\$ -
Total District OASDI		(DECEMBER 3 PAY DAY)		\$ 521.42
				\$ 6,756.35
 DISTRICT TOTALS				 \$9,758.82

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - DECEMBER 2021							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$0.00	2,685.00	(25.00)	6,555.00	-6,555.00		
7	9429	Recreation Center	\$0.00	1,150.00	0.00	3,040.00	-3,040.00		
8	9429	TOTAL	\$25,000.00	3,835.00	(25.00)	9,595.00	15,405.00	38%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,133.20	0.00	12,799.20	-12,799.20		
12	9690	Capehart Lease - Day Care	\$0.00	2,968.00	0.00	17,574.00	-17,574.00		
13	9690	Freedom Park Lease - Softball	\$0.00	5,300.00	0.00	31,300.00	-31,300.00		
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	66,673.20	56,726.80	54%	
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	180.00	-180.00		
21	9790	Snack Shack - Brock	\$0.00	0.00	0.00	300.00	-300.00		
22	9790	Team Fees - Capehart	\$0.00	0.00	0.00	0.00	0.00		
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	0.00	0.00		
25	9790	Truck Accident Reim	\$0.00	0.00	0.00	13,000.00	-13,000.00		
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	296.48	0.00	296.48	-296.48		
29	9790	Stale dated Check	\$0.00	0.00	0.00	0.00	0.00		
30	9790	Fulton El Camino Reim	\$0.00	26.32	0.00	297.49	-297.49		
31	9790	Reim Settlement - Waste Mngmnt	\$0.00	0.00	0.00	0.00	0.00		
32	9790	Surplus Sale	\$0.00	0.00	0.00	18,359.00	-18,359.00		
33	9790	Brock Park Arson Reim	\$0.00	0.00	0.00	0.00	0.00		
34		TOTAL	\$1,300.00	322.80	0.00	32,432.97	-31,132.97	2495%	
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	\$9,000.00	0.00	0.00	0.00	0.00	0%	
40									
41	DAY CARE PROGRAM								
42	9646	Ridgepoint Raccoon Club	\$0.00	1,705.00	(115.00)	13,702.10	-13,702.10		
43	9646	JR Recreation Leader	\$0.00	0.00	0.00	0.00	0.00		
44	9646	Winter Camp	\$0.00	672.00	(560.00)	448.00	0.00		
45	9646	Spring Camp	\$0.00	0.00	0.00	0.00	0.00		
46	9646	Fall Camp	\$0.00	5,610.00	(672.00)	5,610.00	-5,610.00		
47	9646	Summer Kids Kamp - Comm Ctr	\$0.00	0.00	0.00	9,727.00	-9,727.00		
48		TOTAL	\$58,000.00	7,987.00	(1347.00)	\$29,487.10	28,512.90	51%	
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	62.00	0.00	275.00	-275.00		
54	9646	Winter Workshop	\$0.00	0.00	30.00	90.00	-90.00		
55	9646	Park Spot Light	\$0.00	0.00	0.00	55.00	-55.00		
56	9646	SR Movies	\$0.00	0.00	0.00	33.00	-33.00		
57		TOTAL	\$4,000.00	\$62.00	\$30.00	\$453.00	-\$453.00	11%	
58									
59	SPECIAL EVENTS								
60	9646	Halloween Vendors	\$0.00	0.00	0.00	370.00	-370.00		
61	9646	Holiday Party	\$0.00	30.00	0.00	150.00	-150.00		
62	9646	Movie Night in The Park	\$0.00	0.00	0.00	0.00	0.00		
63	9646	Spring Fling	\$0.00	0.00	0.00	0.00	0.00		
64	9646	Yard Sale	\$0.00	0.00	0.00	330.00	-330.00		
65		TOTAL	\$1,000.00	30.00	0.00	850.00	-850.00	85%	
66									
67	CONTRACT CLASSES								
68	9646	Kidz Love Soccer	\$0.00	0.00	0.00	0.00	0.00		
69	9646	Youth Tumbling/Dance	\$0.00	0.00	0.00	0.00	0.00		
70		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%	
71									
72	RECREATION MISC.								
73	9646	Gym Rental-Capehart/R.P.	\$0.00	605.00	0.00	5,732.50	-5,732.50		
74	9646	Open Gym Basketball	\$0.00	0.00	0.00	156.00	-156.00		
75	9646	Park Rentals	\$0.00	0.00	0.00	5,415.00	-5,415.00		
76		TOTAL	\$20,000.00	605.00	0.00	11,303.50	8,696.50	57%	
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	Pee Wee Bball Skills & Drills	\$0.00	60.00	0.00	1,320.00	-1,320.00	
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	425.00	0.00	680.00	-680.00	
86	9646	4th-5th Bball	\$0.00	340.00	0.00	510.00	-510.00	
87	9646	6th-7th Bball	\$0.00	255.00	0.00	595.00	-595.00	
88	9646	Cheer	\$0.00	240.00	0.00	420.00	-420.00	
89	9646	TRUSD SOCCER	\$0.00	5,345.38	0.00	5,345.38	-5,345.38	
90	9646	Pee Wee Sports Camp	\$0.00	0.00	0.00	0.00	0.00	
91		TOTAL	\$25,000.00	6,665.38	0.00	11,070.38	13,929.62	44%
92								
93	ADULT SPORTS							
94	9646	Coed Power Volleyball-Monday	\$0.00	0.00	0.00	0.00	0.00	
95	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
96		TOTAL	\$8,000.00	0.00	0.00	0.00	8,000.00	0%
97								
98	TAXES							
99	9101	Prop Tax - Secured	\$1,542,500.00	0.00	0.00	0.00	1,542,500.00	
100	9102	Prop Tax - Unsec	\$56,000.00	0.00	0.00	0.00	56,000.00	
101	9103	Supp Prop Tax	\$41,000.00	0.00	0.00	0.00	41,000.00	
102	9104	Prop Tax Sec Delinquent	\$12,000.00	0.00	10917.35	10,917.35	1,082.65	
103	9105	Prop Tax Supp Delinquent	\$2,000.00	0.00	1955.22	1,955.22	44.78	
104	9106	Prop tax Unitary	\$8,700.00	0.00	0.00	0.00	8,700.00	
105	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
106	9130	Prop Tax - Prior Unsec	\$1,000.00	0.00	0.00	0.00	1,000.00	
107	9140	Prop Tax - Pently	\$400.00	0.00	0.00	0.00	400.00	
108	9196	RDA Residual	\$17,000.00	408.80	0.00	408.80	16,591.20	
109	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
110		TOTAL	\$1,680,600.00	408.80	12872.57	13,281.37	1,667,318.63	1%
111								
112	INTEREST INCOME							
113	9410	Interest Income	\$8,000.00	0.00	0.00	58.00	7,942.00	
114		TOTAL	\$8,000.00	0.00	0.00	58.00	7,942.00	1%
115								
116	USE OF MONEY/PROPERTY							
117	9522	Homeowner Prop Tax	\$12,900.00	0.00	0.00	0.00	12,900.00	
118		TOTAL	\$12,900.00	0.00	0.00	0.00	12,900.00	0%
119								
120	IN LIEU TAX							
121	9529	In Lieu Tax	\$100,000.00	0.00	0.00	0.00	100,000.00	
122		TOTAL	\$100,000.00	0.00	0.00	0.00	100,000.00	0%
123								
124	MISC. Revenue							
125	9530	Misc. Revenue	\$71,352.00	4,547.80	0.00	35,437.73	35,914.27	
126		TOTAL	\$71,352.00	4,547.80	0.00	35,437.73	35,914.27	50%
127								
128	AID TO LOCAL GOVERNMENT							
129	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
130		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
131								
132	REDEVELOPMENT FUNDS							
133	9533	Redevelopment Passthru	\$9,500.00	229.67	0.00	229.67	9,270.33	
134		TOTAL	\$9,500.00	229.67	0.00	229.67	9,270.33	2%
135								
136	FISCAL RELIEF FOR SPECIAL DISTRICT							
137	9595	Fiscal Relief for Special District	\$0.00	742,013.00	0.00	742,013.00	-742,013.00	
138		TOTAL	\$0.00	742,013.00	0.00	742,013.00	-742,013.00	0%
139								
140	STATE AID							
141	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
142		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
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	\$25,000	3,835.00	(25.00)	9,595.00	15,405.00	38%
159	9646	Rec Fees & Charges	\$125,000	15,349.38	(1317.00)	53,163.98	71,836.02	43%
160	9100	Taxes	\$1,680,600	408.80	12872.57	13,281.37	1,667,318.63	1%
161	9410	Interest Income	\$8,000	0.00	0.00	58.00	7,942.00	1%
162	9522	Homeowner Prop Tax	\$12,900	0.00	0.00	0.00	12,900.00	0%
163	9529	In Lieu Tax	\$100,000	0.00	0.00	0.00	100,000.00	0%
164	9530	Misc. Revenue	\$71,352	4,547.80	0.00	35,437.73	35,914.27	50%
165	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
166	9533	Redevelopmnet Funds	\$9,500	229.67	0.00	229.67	9,270.33	2%
167	9595	Fiscal Relief for Special Dist.	\$0	742,013.00	0.00	742,013.00	-742,013.00	0%
168	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
169	9690	Lease Property	\$123,400	10,401.20	0.00	66,673.20	56,726.80	54%
170	9790	Revenue Other	\$1,300	322.80	0.00	32,432.97	-31,132.97	2495%
171		TOTAL	\$2,157,052	777,107.65	11,530.57	952,884.92	1,204,167.08	44%
172								
173		GENERAL RESERVED FUND	\$0					
174		CARRY OVER	\$381,390	0.00	0.00	0.00	0.00	0%
175								
176		TOTAL BUDGET	\$2,538,442	777,107.65	11,530.57	\$952,885	1,585,557.08	38%
177								
178		Scholarship		100.00				
179		ADA Subsidiary		0.00	0.00			
180		Field Deposit - Brock Park		0.00				
181		Field Deposit - Softball Complex		0.00				
182		Field Deposit - Capehart		0.00				
183		Bldg Deposit		2500.00	0.00			
184		Bldg Guards		640.00				
185		Bldg Ins. Subsidiary		455.00				
186				3695.00				
187								
188	2191	SMUD Reim - Something Extra		380.00				
189	2192	PG&E Reim - Something Extra		10.00				
190	2193	Republic Serv. Reim - Something		90.00				
191	2195	Sewage Reim - Something Extra		240.00				
192	2198	Water Reim - Something Extra		100.00				
193				820.00				
194								
195								
196		Total Revenue		781,622.65				
197								
198								
199								
200		Program/Scholarship Donations	\$0.00	100.00	0.00	653.39	-653.39	
201								
202		District ADA Account	\$0.00	0.00	0.00	9,764.79	-9,764.79	
203		055000000	\$0.00	3,595.00	0.00	11,437.80	-11,437.80	
204		Contingency	\$150,000.00	80,695.00	0.00	80,695.00	69,305.00	
205		Park Dedication Acct 088L	\$0.00	0.00	1.00	14,102.71	-14,102.71	
206		Park Fees 346l	\$0.00	0.00	0.00	1,331,232.22	-1,331,232.22	
207		District Reserve Acct	\$0.00	-265,000.00	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 - DECEMBER 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	\$346.00	0.00	0.00	3.00	343.00	
20		TOTAL	\$346.00	0.00	0.00	3.00	343.00	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	0.00	121,892.00	
48		TOTAL	\$121,892.00	0.00	0.00	0.00	121,892.00	100%
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	3.00	343.00	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	0.00	121,892.00	0%
61								
62		TOTAL	\$122,238	0.00	0.00	3.00	122,235.00	0%
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	\$3	147,060.00	0%
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 - DECEMBER 2021						
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	13,200.84	61,823.08	54,694.92	53%
8	1110	Office Manager	62,881	7,141.69	33,381.22	29,499.78	53%
9	1122	Board of Directors	8,500	600.00	3,250.00	5,250.00	38%
10		Sub-Total	187,899	20,942.53	98,454.30	89,444.70	52%
11	1210	Retirement	14,352	1,627.41	7,616.38	6,735.62	53%
12	1220	OASDI	14,374	1,520.17	7,040.16	7,333.84	49%
13	1230	Insurance	31,986	2,556.01	15,336.06	16,649.94	48%
14	1240	Worker's Comp.	1,419	347.00	1,041.00	378.00	73%
15	1250	Unemployment	490	0.00	0.00	490.00	0%
16		Sub-Total	62,621	6,050.59	31,033.60	31,587.40	50%
17		TOTAL	250,521	26,993.12	129,487.90	121,033.10	52%
18							
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	49,356.00	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	1,167.47	5,665.74	2,834.26	67%
28	2081	Postage	1,000	58.00	104.35	895.65	10%
29	2085	Printing	500	27.19	405.39	94.61	81%
30	2197	Tele & Teleg	19,992	1,185.40	9,694.98	10,297.02	48%
31	2261	Office Equip Mtn	10,900	1,320.58	9,270.91	1,629.09	85%
32	2275	Rents & Leases	10,940	618.46	5,881.04	5,058.96	54%
33	2332	Food Sups	600	0.00	316.87	283.13	53%
34	2444	Medical Supplies	2,000	0.00	181.83	1,818.17	9%
35	2505	Actg Svcs	28,900	500.00	10,700.00	18,200.00	37%
36	2531	Legal Svcs	10,000	480.00	2,606.00	7,394.00	26%
37	2591	Other Prof Svcs	175,962	971.15	5,421.91	170,540.09	3%
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	625.76	3,167.02	12,832.98	20%
42		TOTAL	406,151	56,310.01	167,311.52	238,839.48	41%
43							
44							
45							
46	4303	Office Equipment	0	0.00	0.00	0	0%
47		TOTAL	0	0.00	0.00	0.00	0%
48							
49							
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah	75,325	8,558.14	39,139.20	36,185.80	52%
62	1110	Supervisor-Rachel	57,079	6,481.24	29,238.28	27,840.72	51%
63	1110	Office Assistant-Christine	49,068	5,569.00	19,391.60	29,676.40	40%
64	1122	Part Time	113,661	5,585.14	26,928.29	86,732.71	24%
65	1122	Part Time Ases	88,440	10,324.42	36,589.22	51,850.78	41%
66		Sub-Total	383,573	36,517.94	151,286.59	232,286.41	39%
67	1210	Retirement	14,518	1,203.15	5,450.19	9,067.81	38%
68	1220	OASDI	29,343	2,749.77	11,427.11	17,915.89	39%
69	1230	Insurance	25,758	1,789.89	9,422.76	16,335.24	37%
70	1240	Worker's Comp	5,690	1,252.25	3,756.75	1,933.25	66%
71	1250	Unemployment	7,810	115.14	546.68	7,263.32	7%
72		Sub-Total	83,118	7,110.20	30,603.49	52,514.51	37%
73		TOTAL	466,690	43,628.14	181,890.08	284,799.92	39%
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	0.00	466.65	33.35	93%
79	2035	Educ/Trng	500	0.00	0.00	500.00	0%
80	2039	Empl Trans	1,500	108.19	777.51	722.49	52%
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	104.77	285.59	214.41	57%
84	2081	Postage	0	0.00	0.00	0.00	0%
85	2085	Printing	1,000	0.00	402.69	597.31	40%
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	0.00	0.00	4,000.00	0%
90	2332	Food	4,000	490.94	1,084.84	2,915.16	27%
91	2444	Med Svcs	1,500	0.00	440.71	1,059.29	29%
92	2591	Other Prof Svcs	5,500	727.57	3,440.39	2,059.61	63%
93	2851	Rec Svcs	8,000	1,216.57	2,302.33	5,697.67	29%
94	2852	Rec Svcs	9,000	1,758.74	4,225.05	4,774.95	47%
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	4,406.78	13,725.76	23,574.24	37%
98							
99	4303	Office Equipment	0	0.00	0.00	0.00	0%
100			0	0.00	0.00	0.00	0%
101							
102							
103							
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115							
116	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
117	MAINTENANCE						
118	SALARIES & BENEFITS						
119	1110	Superintendent-Scott	79,060	8,983.24	41,975.12	37,084.88	53%
120	1110	Supervisor - Sergio	62,881	7,141.69	33,381.22	29,499.78	53%
121	1110	Facility Mtnc Sprv.- Sean	70,008	0.00	24,528.22	45,479.78	35%
122	1110	Mtnc Wkr-Eric	11,700	0.00	8,281.55	3,418.45	71%
123	1110	Mtnc Wkr-Rodney	43,716	4,960.93	23,204.34	20,511.66	53%
124	1110	Mtnc Wkr-Steve	39,693	4,502.62	21,065.56	18,627.44	53%
125	1110	Mtnc Wkr-Barry	39,693	3,953.72	20,544.52	19,148.48	52%
126	1110	Mtnc Wkr-Eric/Rodger	39,693	4,502.62	10,011.46	29,681.54	25%
127	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
128	1122	Freedom Park Monitor	0	0.00	0.00	0.00	0%
129	1122	Weekday & Weekend Bldg Monitor	25,000	2,114.00	7,756.00	17,244.00	31%
130		Sub-Total	411,444	\$ 36,158.82	190,747.99	220,696.01	46%
131	1210	Retirement	30,915	2,047.08	12,170.82	18,744.18	39%
132	1220	OASDI	31,475	2,680.21	14,013.20	17,461.80	45%
133	1230	Insurance	103,288	5,949.27	35,682.62	67,605.38	35%
134	1240	Worker's Comp.	30,865	7,440.00	22,320.00	8,545.00	72%
135	1250	Unemployment	2,590	89.37	457.66	2,132.34	18%
136		Sub-Total	199,133	18,205.93	84,644.30	114,488.70	43%
137		TOTAL	610,577	54,364.75	275,392.29	335,184.71	45%
138	SERVICES & SUPPLIES						
139	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
140	2035	Educ/Trng	500	0.00	0.00	500.00	0%
141	2039	Empi Trans	350	0.00	61.60	288.40	18%
142	2061	Memberships	300	0.00	0.00	300.00	0%
143	2076	Office Sups	300	118.08	465.90	-165.90	155%
144	2104	Agri/Hort	2,000	0.00	93.37	1,906.63	5%
145	2111	Bldg Mtnc Svc	2,000	0.00	1,278.12	721.88	64%
146	2112	Bldg Mtnc Sups	7,500	489.56	3,448.30	4,541.26	39%
147	2122	Chem Sups	4,000	0.00	0.00	4,000.00	0%
148	2131	Elec Sys SVC	4,000	245.00	245.00	3,755.00	6%
149	2132	Elec Sys Sup	2,000	0.00	0.00	2,000.00	0%
150	2142	Land Imp Sup	17,000	86.00	5,786.41	11,213.59	34%
151	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
152	2162	Paint Sups	2,000	181.45	467.90	1,532.10	23%
153	2168	Plumbing Sups	7,000	0.00	3,250.31	3,749.69	46%
154	2191	Electricity	42,000	3,183.60	18,265.19	23,734.81	43%
155	2192	Natural Gas	3,000	415.32	615.48	2,384.52	21%
156	2193	Refuse	9,000	824.38	3,029.11	5,970.89	34%
157	2195	Sewage	5,500	1,067.10	3,013.85	2,486.15	55%
158	2197	Tele/Teleg	2,000	239.63	1,080.40	919.60	54%
159	2198	Water	92,000	4,127.04	65,796.81	26,203.19	72%
160	2205	Auto Mtnc Svc	12,000	998.44	2,545.72	9,454.28	21%
161	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
162	2211	Constr Equip Svc	7,500	0.00	1,134.11	6,365.89	15%
163	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
164	2226	Expend Tools	3,000	0.00	1,085.51	1,914.49	36%
165	2236	Fuels & Lubes	14,000	1,909.86	6,232.20	7,767.80	45%
166	2275	Rents & Leases	9,000	500.42	3,989.99	5,010.01	44%
167	2281	Shop Equip Svc	1,200	0.00	0.00	1,200.00	0%
168	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
169	2292	Other Equip	10,000	55.97	4,339.01	5,660.99	43%
170	2314	Clothing	2,200	0.00	624.68	1,575.32	28%
171	2321	Cust Svc	0	0.00	0.00	0.00	0%

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172							
173	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
174	2322	Cust Sup	16,000	1,896.92	7,665.04	8,334.96	48%
175	2444	Medical Sup	300	0.00	0.00	300.00	0%
176	2591	Other Prof Svc	85,000	15,938.00	38,349.39	46,650.61	45%
177	2898	Other Oper Exp	100	0.00	0.00	100.00	0%
178		TOTAL	362,750	32,276.77	172,863.40	189,886.60	48%
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180							
181	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
182	<u>FIXED ASSETS</u>						
183	4201	Building Improvement	75,000	8,319.33	8,319.33	66,680.67	11%
184	4202	Structures & Imp	407,500	22,984.22	31,992.08	375,507.92	8%
185	4303	Other Equip	0	0.00	0.00	0.00	0%
186			482,500	31,303.55	40,311.41	442,189	0%
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230	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
231		<u>DISTRICT TOTALS</u>					
232	<u>SALARIES & BENEFITS</u>						
233	1110	FULL TIME SALARIES	747,315	65,524.11	365,965.37	381,349.63	49%
234	1122	PART TIME SALARIES	235,601	18,023.56	74,523.51	161,077.49	32%
235	1210	RETIREMENT	59,785	4,877.64	25,237.39	34,547.61	42%
236	1220	OASDI	75,192	6,950.15	32,480.47	42,711.53	43%
237	1230	INSURANCE	161,032	10,295.17	60,441.44	100,590.56	38%
238	1240	WORKER'S COMP	37,974	9,039.25	27,117.75	10,856.25	71%
239	1250	UNEMPLOYMENT	10,890	204.51	1,004.34	9,885.66	9%
240	1000	SALARIES/BENEFITS	1,327,788	124,986.01	586,770.27	741,017.73	44%
241							
242	<u>SERVICES & SUPPLIES</u>						
243	2005	AD/LEGAL NOTICE	1,575	0.00	1,512.28	62.72	96%
244	2022	BOOKS/SUBS	150	0.00	146.44	3.56	98%
245	2029	BUS/CONF EXP	5,500	0.00	2,835.09	2,664.91	0%
246	2035	EDUC/TRNG	4,000	0.00	0.00	4,000.00	0%
247	2039	EMPLOY TRANS	3,350	108.19	1,075.43	2,274.57	0%
248	2051	INSURANCE	98,712	49,356.00	98,712.00	0.00	100%
249	2061	MEMBERSHIPS	11,520	0.00	11,220.00	300.00	97%
250	2065	FILM SVC	0	0.00	0.00	0.00	0%
251	2076	OFFICE SUPS	9,300	1,390.32	6,417.23	2,882.77	69%
252	2081	POSTAGE	1,000	58.00	104.35	895.65	10%
253	2085	PRINTING	1,500	27.19	808.08	691.92	54%
254	2104	AGRI/HORT	2,000	0.00	93.37	1,906.63	5%
255	2111	BLDG MTNC SVC	2,000	0.00	1,278.12	721.88	64%
256	2112	BLDG MTNC SUP	7,500	489.56	3,448.30	4,051.70	46%
257	2122	CHEM SUPS	4,000	0.00	0.00	4,000.00	0%
258	2131	ELEC MTNC SVC	4,000	245.00	245.00	3,755.00	6%
259	2132	ELEC MTNC SUP	2,000	0.00	0.00	2,000.00	0%
260	2142	LAND IMP SUP	17,000	86.00	5,786.41	11,213.59	34%
261	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
262	2162	PAINTING SUPS	2,000	181.45	467.90	1,532.10	23%
263	2168	PLUMBING SUPS	7,000	0.00	3,250.31	3,749.69	46%
264	2191	ELECTRICITY	42,000	3,183.60	18,265.19	23,734.81	43%
265	2192	NATURAL GAS	3,000	415.32	615.48	2,384.52	21%
266	2193	REFUSE	9,000	824.38	3,029.11	5,970.89	34%
267	2195	SEWAGE	5,500	1,067.10	3,013.85	2,486.15	55%
268	2197	TELE/TELEG	21,992	1,425.03	10,775.38	11,216.62	49%
269	2198	WATER	92,000	4,127.04	65,796.81	26,203.19	72%
270	2205	AUTO MTNC SVC	12,000	998.44	2,545.72	9,454.28	21%
271	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
272	2211	CONSTR EQUIP SVC	7,500	0.00	1,134.11	6,365.89	15%
273	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
274	2226	EXPEND TOOLS	3,000	469.66	1,085.51	1,914.49	36%
275	2236	FUELS / LUBES	14,000	1,909.86	6,232.20	7,767.80	45%
276	2261	OFF EQUIP MTNC	10,900	1,320.58	9,270.91	1,629.09	85%
277	2275	RENTS/LEASES	19,940	1,118.88	9,871.03	10,068.97	50%
278	2281	SHOP EQUIP SVCS	1,200	0.00	0.00	1,200.00	0%
279	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
280	2292	OTHER EQUIP SUPS	10,000	55.97	4,339.01	5,660.99	43%
281	2314	CLOTHING	6,200	0.00	624.68	5,575.32	10%
282	2321	CUST SVC	0	0.00	0.00	0.00	0%
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287	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
288	2322	CUST SUP	16,000	1,896.92	7,665.04	8,334.96	48%
289	2332	FOOD SUPS	4,600	490.94	1,401.71	3,198.29	30%
290	2444	MED SUPS	3,800	0.00	622.54	3,177.46	16%
291	2505	ACCOUNT SVC	28,900	500.00	10,700.00	18,200.00	37%
292	2531	LEGAL SVC	10,000	480.00	2,606.00	7,394.00	26%
293	2591	OTHER PROF SVCS	266,462	17,636.72	47,211.69	219,250.31	18%
294	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
295	2819	REGISTRATION SVC	0	0.00	0.00	0.00	0%
296	2851	RECREATION SVC	8,000	1,216.57	2,302.33	5,697.67	29%
297	2852	RECREATION SUP	9,000	1,758.74	4,225.05	4,774.95	47%
298	2871	TRANSPORTATION	0	0.00	0.00	0.00	0%
299	2880	PY EXPEND	0	0.00	0.00	0.00	0%
300	2898	OTHER OPER EXP	16,100	625.76	3,167.02	12,932.98	20%
301	2000	SERVICES/SUPPLIES	806,201	92,993.56	353,900.68	452,300.32	44%
302							
303	FIXED ASSETS						
304	4201	Building IIM	75,000	0.00	8,319.33	66,680.67	0%
305	4202	STRUCT & IMP	407,500	22,984.22	31,992.08	375,507.92	0%
306	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
307	4000	FIXED ASSETS	482,500	22,984.22	40,311.41	442,189	0%
308							
309							
310	1000	SALARIES & BENE	1,327,788	124,986.01	586,770.27	741,017.73	44%
311							
312	2000	SERVICES & SUPP	806,201	92,993.56	353,900.68	452,300.32	44%
313							
314	4000	FIXED ASSETS	482,500	22,984.22	40,311.41	442,189	8%
315							
316		CONTINGENCY	150,000	80,695.00	80,695.00	69,305.00	54%
317			0				
318		RESERVE	286,927	0.00	0.00	0.00	0%
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321		TOTAL	3,053,416	321,658.79	1,061,677.36	1,704,812	35%
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1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT DECEMBER 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	8,608	0.00	5,798.92	2,809.08	67%
10		TOTAL	10,263	0.00	7,453.92	2,809.08	73%
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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	4,960.93	14,922.79	16,603.21	47%
62	1122	PT Wkr-Seasonal	12,500	1,274.00	5,138.00	7,362.00	41%
63		Sub-Total	44,026	\$ 6,234.93	20,060.79	23,965.21	46%
64	1210	Retirement	2,522	396.87	1,193.82	1,328.18	47%
65	1220	OASDI	3,368	521.42	1,579.08	1,788.92	47%
66	1230	Insurance	5,640	630.62	2,522.48	3,117.52	45%
67	1240	Worker's Comp.	3,100	500.10	1,500.30	1,599.70	48%
68	1250	Unemployment	490	0.00	38.81	451.19	8%
69		Sub-Total	15,120	2,049.01	6,834.49	8,285.51	45%
70		TOTAL	59,146	8,283.94	26,895.28	32,250.72	45%
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	48.54	287.39	612.61	32%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	24,000	926.34	20,168.25	3,831.75	84%
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	500.00	1,000.00	1,000.00	50%
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	210.00	52.00	80%
89		TOTAL	33,062	1,474.88	22,015.64	11,046.36	67%
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91							
92	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
93	FIXED ASSETS						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	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	4,960.93	14,922.79	16,603.21	47%
117	1122	PART TIME SALARIES	12,500	1,274.00	5,138.00	7,362.00	41%
118	1210	RETIREMENT	2,522	396.87	1,193.82	1,328.18	47%
119	1220	OASDI	3,368	521.42	1,579.08	1,788.92	47%
120	1230	INSURANCE	5,640	630.62	2,522.48	3,117.52	45%
121	1240	WORKER'S COMP	3,100	500.10	1,500.30	1,599.70	48%
122	1250	UNEMPLOYMENT	490	0.00	38.81	451.19	8%
123	1000	SALARIES/BENEFITS	59,146	8,283.94	26,895.28	32,250.72	45%
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 Mtn. 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	48.54	287.39	612.61	32%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	24,000	926.34	20,168.25	3,831.75	84%
134	2205	Auto Mtn. 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	500.00	1,000.00	1,000.00	50%
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	6,008.92	2,599.08	70%
145	2000	SERVICES/SUPPLIES	43,325	1,474.88	29,469.56	13,855.44	68%
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	59,146	8,283.94	26,895.28	32,250.72	45%
155							
156	2000	SERVICES & SUPP	43,325	1,474.88	29,469.56	13,855.44	68%
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	136,376	9,758.82	56,364.84	80,011	41%
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