

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

Regular Meeting of the Board of Directors
May 9, 2024, 6:30 p.m. – District Office – Regular Meeting
6040-Watt Avenue, North Highlands, Ca 95660
Phone: (916) 332-7440
WWW.NHRPD.ORG

1. CALL MEETING TO ORDER

2. COMMENTS AND REPORTS FROM CITIZENS AND ORGANIZATIONS

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

3. ADMINISTRATOR'S REPORT

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

4. CORRESPONDENCE

- A. None

5. REPORTS FROM STANDING COMMITTEES:

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

6. CONSENT CALENDAR

- A. Approval April 11, 2024, minutes
- B. Approval of payment of the bills for the General Fund and CFD for the month of April 2024.

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

- A. Resolution #634 – Authorizing The Levy of Special Taxes within Community Facilities District (CFD) No. 2016-01 (Elverta Park) for FY2024/2025
Board discussion/action to approve Resolution #634.

9. CHAIRPERSON'S REPORT

10. COMMENT'S FROM BOARD MEMBERS

11. ADJOURNMENT

12. DATE, TIME, AND PLACE OF NEXT MEETING

The next regular meeting of the Board of Directors will be on June 13, 2024, at 6:30 p.m. in the North Highlands Recreation Center, 6040-Watt Avenue, North Highlands, CA

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87499456978?pwd=KZyRgchJ97idaVhuRvbyHzz9mwz0Lu.1>

Meeting ID: 874 9945 6978

Passcode: 561176

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Crystal Harding, Chairperson
Board of Directors

From: Scott Graham, Administrator

Date: May 9, 2024

Subject: Administrator's Report

- A. BKS Law Firm Presentation: Simplified Parliamentary Procedure for Local Agency Boards
- B. Planehaven Park Design Process
- C. ARPA Funding Discussion/Facility Development Standing Committee report
- D. Fiscal Year 2024/2025 Budget Preparation/District staff Goals and Objectives for 2024/25
- E. Fulton-El Camino Police: Park Security status

BKS Law Firm Presentation

A presentation to share information and discuss Rosenberg's Rules of Order.

Planehaven Park Project

After extensive community outreach to solicit design ideas from District residents, staff is working with five playground designers/manufacturers to submit their design ideas. The deadline to submit proposals is May 8. Staff will follow up with each to provide feedback on their concepts and/or budgets for each design. Once all proposals have been reviewed, they will be shared with the Board for discussion at the June 13 Board meeting.

ARPA Funding Opportunity

As reported at previous Board of Directors meetings, staff was recently approached by staff from Sacramento County and Supervisor Sue Frost's office about potential ARPA funds for District projects. The amount of possible funding is \$411,000. Staff has prepared the application for submittal to Sacramento County and the Facility Development Standing Committee has met to discuss locations and options for parks that meet the criteria for the funding.

Fiscal Year 2024/2025 Budget Preparation

The process to complete the preliminary 2024/25 Budget process is well underway. Once completed, staff will meet with the Budget, Finance and Audit Standing Committee later in May to discuss the draft, answer questions and make revisions as necessary. The final preliminary budget will be presented to the Board of Directors at the June 13 meeting for discussion and action. Related to this process, District staff is working on goals and objectives for 2024/25. Each

division will compile goals and objectives that will be presented to the Board for review and discussion at the June 13 meeting.

Fulton-El Camino Police Status

At the time of this writing there are no new developments to report on the status and future operations of the FEC police force as it relates to park security in NHRPD parks, except to share the matter is in the committee discussion phase at Fulton-El Camino Recreation and Park District. Staff is finalizing a Request for Proposal to identify alternative agencies that could provide security services for NHRPD if needed. The RFP process will commence the week of May 13 with submittals due by June 5. Additionally, staff has already secured a quote for services from a private security firm based in North Highlands for consideration.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Scott Graham, Administrator
From: Kurtis Secor, Parks and Facilities Superintendent
Date: May 09, 2024
Subject: Parks/Facilities Report

PARK MAINTENANCE UPDATE:

Staff completed the following Tasks:

- Signed up Barry for online arborist training through International Society of Arborists.
- Installed new Banner posts Karl.
- Pulled weeds all throughout the Elverta Park area.
- Trimmed Rose Bushes at Freedom Park.
- Sprayed all parks for weeds .
- Installed new landscaping around the Capehart Sign.
- Repaired swing at Freedom Park.
- Pulled weeds at office complex.
- Trimmed trees at office complex.
- Picked up and planted donated trees at Strizek Park.
- Installed new Prop 68 sign at Sierra Park.
- Turned in monthly pesticide use reports to California Department of Agriculture.
- Weed eaten and tilled floodway behind Karl Rosario Park and the maintenance yard.
- Reinstalled park regulation sign at Memorial Park.
- Finished second baseball field at Brock Park.
- Replaced broken sprinkler heads for Freedom, Karl, Strizek, Sierra, Chardonnay, Brock, Cherry Parks.
- Finished weed eating the Brock Embankment.
- Finished weed eating the fire line at Sierra Creek Park open area.
- Purchased new work truck a 2021 F250 4x4.
- Power washed Freedom gazebos 3 times.
- Mowed every park twice.
- Repaired broken safety switch for Toro Mower.
- Edged all parks once.
- Installed new banner at Ruth Inman Park.
- Cleaned up dumped trash and used car parts at Brock Park.
- Picked up bush trimming and debris left in Office Complex area.

FACILITY MAINTENANCE UPDATE:

Staff completed the following tasks:

- Replaced HVAC filters for Community Center and Recreation Center.
- Unclogged Freedom toilets.
- Unclogged sink in women's bathroom of the Recreation Center twice.
- Tested the fire alarm system for the Community and Recreation centers.
- Fixed leaking sink for Something Extra Preschool.

- Secured sink in Community Center women’s bathroom to the wall. It was loose from someone hanging on it.
- Fixed toilet in men’s bathroom of Community Center. Valve was stuck.
- Replaced broken faucet button for women’s bathroom at Freedom Park.
- Installed new building occupancy sign for the Community Center.
- Finished testing the fire suppression system for Community Center and Capehart.
- Fixed door latch for women’s bathroom stall at Capehart Gym.
- Inspected building for Something Extra Preschool in fire incident. One of the teachers thought there was a fire and called 911. Sac Metro Fire inspected and found no evidence of fire, staff then inspected whole building and found no evidence of fire. Normal operations resumed within an hour.

INCIDENT/ACCIDENT REPORT UPDATE:

- On April 3 during park check a staff member found that the bushes along the Bainbridge entrance to the park were cut down to the dirt. We alerted Fulton El Camino Police Department but there is not a lot to go on.
- On April 3 during park check a staff member found most of the picnic tables and trash can were tagged with some gang affiliated graffiti. We informed Fulton El Camino police Department. Lt Patterson explained that there has been a increase in gang activity in that area in the last 30 days.
- On April 3 the new banner at Karl Rosario Park that was installed on April 2 was stolen. We informed Fulton El Camino Police Department.
- On April 14 there was a parking lot party at Brock Park, staff discovered the aftermath on April 15. We promptly called the sheriff’s non-emergency line to remove everyone from the parking lot and also informed Lt. Patterson from FEC about the disturbance.
- On April 27 staff found that the netted tire swing at Cherry Blossom Park had been stolen. We found the chain had been cut from stand and the swing seat had been removed. I informed LT Patterson from FEC about the stolen swing. I also reached out to some of the neighbors in that area to see if their cameras caught anything and none did.

PARK AND FACILITIES PROJECT PHOTOS:

Fixing Sprinkler Heads



New Truck



Floodway Behind Shop



Ball Field Brock



Prop 68 Sign Sierra Creek Park



Donated Trees Strizek Park



New Landscaping For Capehart Sign



FEC POP TEAM STAT PROGRAM:

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

Monthly activity report for: North Highlands Park District, **Reporting Period:** 2024-04-01 to 2024-04-30

Summary of enforcement actions

NTA Issued: 5	Park Hours:	1
	Drugs:	0
	Weapons:	0
	Alcohol:	0
	Animals:	0
	Vehicle Code:	4
	Probation Violation:	0
	Other:	0
Onsite Arrests:	Drugs:	
	Weapons:	
	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
Other:		
Calls For Service:		3
Parking Citations:		23
Warrant Arrests:		1
DUI Arrests:		0
Stolen Vehicles:		0
Warnings Issued:		8

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Scott Graham, Administrator
FROM: Rachel Robertson, Recreation Superintendent
DATE: May 9, 2024
SUBJECT: Recreation Division Report

Toddler/Youth/Teen Programs

- Pee Wee T-Ball Skills & Drills began in mid-April. Participants learn the basics of T-Ball like swinging, fielding, and running bases. 20 participants (10 TRUSD, 10 paid).
- Dance with Stacie Ford (contractor) held its second session for the Spring season. Stacie leads participants through learning new steps, forms, and techniques.
 - Parent/Tot – 2 participants.
 - Youth – 14 participants (10 TRUSD, 4 paid).
 - Teen - 10 participants (10 TRUSD).
- Youth Cooking (session 2) participants made raspberry-banana breakfast tacos and breakfast parfaits. 14 participants (10 TRUSD, 4 paid).
- Youth Dodgeball began in mid-April. Participants are split into two teams and play different variations of dodgeball. 20 participants (10 TRUSD, 10 paid).
- Teen Job Workshop, led by District staff, had attendees learn valuable job skills like resume building, filling out applications, and preparing for interviews. Participants enjoyed pizza during the workshop too. 18 participants signed up, 8 attended.
- Teen Cooking (session 2) participants made light linguine carbonara and cheesy tomato garlic bites. 13 participants (10 TRUSD, 3 paid).
- Midweek Mindbuilders program is still running, but a majority of the students made it into the full-time after school program. Since NHRPD is still under a contract, we instead support the After School program on Wednesdays.

Dragon's Den Before and After School Program

- This month's themes included Chillin' Week, Solar Seekers, Service animals and Going Green! Some highlight activities include Repurposed Juice Box Cars, Pup-peroni Pizzas, Solar System Sticks and Lavender Playdough.
- During the week of April 15 to April 19, Dragon's Den had two special guests to celebrate Service Dog Week. On Monday, 4Paws2Freedom, a non-profit that works with veterans and first responders with PTSD through the use of highly trained service dogs came to visit. Then on Friday, students met with Susan Day who volunteers at multiple guide dog organizations including Early Alert. Early Alert brought out a dog that has the special ability to detect covid and consistently monitors the health of people with Diabetes.
- In an effort to provide more leadership opportunities for part-time staff, Kayla had staff submit program proposals for classes they could teach. Two immediate proposals were put into action with Anime Club (taught by Mr. Jackson) and Crochet Club (taught by Ms. Julissa).
 - Anime Club: Each week participants watch an episode of Pokémon and then they create their own Pokémon cards with characters that they make.
 - Crochet Club: The participants have been doing this club for a few weeks and are now all able to crochet bracelets using crochet hooks!
- This month's bulletin board focused on Stress Awareness Month and included a diagram of tips and tricks for the students to learn how to relax.

Adult Programs

- Adult Hip-Hop Cardio class cancelled due to low enrollment.
- Adult Volleyball completed its spring season. 5 teams.
- Adult Pickleball (session 2) completed its April session. 5 participants.

Senior Programs

Bingo

- Bingo averaged 23 participants.

Harvesttime

- Harvesttime averaged 21 participants.

Senior Movies

- The April movie was Elemental.
- Senior movie had 9 participants.

Rentals

- Capehart Gym: 23 (22 NR, 1 R)
- Community Center: 4 (3 NR, 1 R)
- Freedom Park: 13 (8 NR, 5 R)
- Recreation Center: 0 (0 NR, 0 R)
- Ridgepoint Gym: 0 (0 NR, 0 R)
- Birthday Parties: 0 (0 NR, 0 R)

Special Events

- NEW - Spring Sports Spectacular was held on April 13th at Capehart gym. The purpose was to give the community a chance to try out multiple sports for free to see if they would be interested in signing up for one of our programs in the future. Staff offered pickleball, floor hockey, volleyball, and basketball for all ages.
 - Event was adapted to be entirely indoor due to heavy rain during the entirety of the event. This resulted in no T-Ball or Flag Football.
 - Despite weather, there was about 50 participants
 - Staff had a marketing table with flyers and Recreation Guides, and survey boards to gather more information on what sports the community would like to see.
 - Staff did a baseball hat craft, and passed out mini foam fingers. The first 50 participants got a free snack pack.
- Park Spotlight Mini Event – Peace In The Park was held on April 27th at Cherry Blossom Park.
 - Staff led different yoga stretches, painted succulent suncatchers, and learned ways to manage stress.
 - Park staff was present to get feedback on updating the landscaping in the neighborhood.

Scholarships

- 1 scholarship awarded for the month of April.
- \$4,255.00 was allocated for FY 2023-24.
 - \$4,020.00 remains in the account.
- Staff continues to market the opportunity through the Recreation Guide, the sign board, social media, on the gym bulletin board, website, and at resource fairs.

Art Project Updates

- Karl Rosario Mural is currently in the process of being painted after a quick, but effective marketing and outreach plan. Below are the April updates that ultimately led us to approve the design below.
 - 4/2 – Staff hosted a pop-up mural feedback event at Karl Rosario and passed out 50 free Raising Cane meals for everyone who gave feedback on the mural. Thank you, Raising Cane’s, for the donation!
 - 4/3 – Staff held a pop-up survey event at Strizek Park.
 - 4/3 to 4/21– A digital survey was created and shared via website, newsletter, social media, paper copies at community meetings, presentation at Board meeting, and signage at Karl Rosario Park. We received 52 individual submissions and 58% of the responses came from neighbors of Karl Rosario Park!
 - The most voted design was flowers.
 - The wall priming and design started on April 26th and will likely finish by May 1.
 - Artist, Tim Brown and CEO David Soban purchased extra paint brushes for children to help outline flowers since Tim was experiencing a lot of interest in the children to help paint.
 - The left side of the wall that is slanted will be left primarily blank as staff plan to engage the community during our Art In The Park event on August 13th to put handprints on the wall, the second most voted design.

Mock Design:



Progress Photo:



Marketing

- The monthly April newsletter went out on 4/1.
 - 25 new subscribers
 - 41,000+ site views
 - The website has been updated to show us how many views each page gets. For the month of April, the Board Meeting page got over 700 page views.

- Staff wrapped up all final details of summer programming for the Summer Recreation Guide. With an emphasis on finding more inclusive options for language, per suggestion in our Park Master Plan, the staff have executed the following plans for the summer season.
 - Staff worked with our postcard designer to create a Spanish postcard that you can access via a QR code on the postcard.



- Staff created a digital Recreation Guide translated in Spanish via Canva. This will be available on the website and can be accessed with the same QR code that can be used to find the “English” version.
- All flyers will be double sided to be in Spanish.
- Translation was used via Canva Ai and ChatGPT; however, a staff member who can speak and read in Spanish has sampled a document we translated and confirms it reads fine. At this current time, Spanish was our highest priority in translation.

Community Resources

- Sacramento County used the Community Center for a vaccine clinic – 4/2 & 4/30
- Assemblyman Hoover held a community meeting in the Community Center – 4/18
- Re-Imagine North Watt Corridor Plan held an “Open House” in the Recreation Center – 4/20
- CPAC held their monthly meeting in the Recreation Center – 4/23
- Supervisor Frost held a roundtable meeting with local community leaders and business owners in the Recreation Center – 4/29
 - Staff members Scott and Kayla attended the meeting.

Miscellaneous Updates

- Staff members Rachel and Kayla attended Lunch Bunch at Pancake Palace and advertised for the District.
- Staff members Rachel and Kayla attended the North Watt Business Watch meeting.
- Staff members Kayla and Sarah attended a YTRS training on April 3 that focused on handling difficult situations specifically with youth programs.
- Staff attended a career fair at Highlands High School.

Dragon's Den



Cooking



Peace In The Park



NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: April 11, 2024

Time: 6:30 p.m. – Regular Meeting

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

Member Present: Crystal Harding, Beau Reynolds, Joanna McVay, Veya Cummings, Patrick Williams

Members Absent:

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

Guests Present: Brenda Villa, Josh Pilachowski

CALL MEETING TO ORDER:

Chairperson Harding called the meeting to order at 6:30 p.m., she introduced all the board members and staff and thanked them for all of what they do.

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

Brenda Villa commented on current and future programming ideas and highlighted the CPRS Parks Make Life Better month-long celebration that will take place in July.

ADMINISTRATOR'S REPORT:

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

- Scott stated that we will start with a presentation from Josh Pilachowski from DKS Associates who has been working very closely with Sacramento County on the North Watt Corridor improvements.

Josh Pilachowski, DKS Associates, went over his presentation regarding the re-imagine North Watt Corridor Plan with questions and comments from the Board.

- Working this project for about ten months.
- It is funded by Caltrans Sustainable Communities Grant
- Project Background
 - North Watt Avenue Corridor Plan (2012) which was not widely accepted.
- Study Area Extent
 - North Watt Avenue (Antelope Road to Peacekeeper Way)
 - 3-mile corridor
 - 4-6 lanes; 35 mph-45 mph speed limit
- Adjacent Land Use
 - A variety of commercial uses are either directly adjacent or part of larger combined facilities.

- Churches, schools, and community centers
- Residential uses, either directly accessible or on adjacent frontage roads elements.
- Site walk was done
- Purpose and need statement:
 - The corridor is characterized by inconsistent sidewalk and bicycle facilities, lack of access to key locations and services, growing vehicular demand and high collision rates at key intersections.
- The goal is to re-imagine North Watt as a multimodal, sustainable, and safe corridor that meets the needs of all users today and in the future. Josh stated that this project will:
 - Provide a comfortable and safer traveling environment for vulnerable road users
 - Improve facilities to meet current ADA requirements and County design standards
 - Provide transit infrastructure which improves user experience
 - Accommodate future traffic growth without excessive traffic congestion
 - Improve safety for all road users
- Schedule and status
 - Josh stated that they are currently wrapping up there existing conditions with this round of outreach.
 - Completed the screen alternatives, wrapping up alternative identification
 - He stated that they will be discussing those alternatives here at the Community Center on April 20th from 11:00 am to 2:00 pm.
- Project Toolbox
 - Streetscape elements overview
 - ✓ Mobility
 - ✓ Safety
 - ✓ Street Furnishing
 - ✓ Landscape
 - ✓ Placemaking
 - Transit Facilities
 - Roadway Facilities
 - Bicycle Facilities
- Scott went over his report with questions and comments from the Board regarding:
 - ARPA Funding Opportunities, which he referred to Facility Development Committee report.
 - Welcome to North Highlands Sign Upgrades

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

- Kurtis wanted to highlight five things from his report:
 - He stated that on March 15th the maintenance team attended annual pesticide training, and all got certified.
 - All new irrigation lines at Karl Rosario Park for the recently planted trees have been completed.
 - The installation of a monument sign at Capehart and adjacent landscaping has been completed.
 - Kurtis stated that on March 22nd all full-time staff were trained by Sacramento County on how to administer Narcan and why Narcan is a lifesaving tool.
 - Kurtis stated that the sound system in the Community Center was repaired.

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

- Rachel wanted to thank Patrick Williams for his monetary donation to purchase egg baskets for our Golden egg winners and Marie's Donuts for donating five dozen donuts to the event.
- Rachel and Scott went over the Spotlight Mini Event – Plan Out Planehaven (POP)
- Rachel went over The Art Project at Sierra Creek and Karl Rosario Park.

CORRESPONDENCE:

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

REPORTS FROM STANDING COMMITTEES:

Facility Development Board Member McVay reported that they had a meeting on March 27th to which Chairperson of the committee Board Member Reynolds was sick and could not attend. She stated that the discussion was on:

- Cell Tower
The committee supported the cell tower project with the preferred spot being location #1.
- ARPA Project
Board members stated that the only option that was discussed was Planehaven Park. She stated that it never occurred to her that the allocation would go someplace else.
- Aquatics
 - Discussed the history of the District's aquatics program
 - Facility uses in the past
 - Breakdown with TRUSD
 - Renovation Pool
 - Facility pool use with TRUSD is not available to general public until 2025
 - She stated that this District needs to inquire why NHRPD is included in the general public when requesting pool rental opportunities.
 - She shared a recommendation that the recreation division pursue a more thorough conversation with Rio Linda Elverta Park to see if we can co-sponsor future aquatic programming in Rio Linda for North Highlands residents.
 - Recommended staff revisit the pools at Capehart for potential use.

Board Member Reynolds stated that there should be another Facility Development Committee meeting scheduled to further discuss ARPA funding and possible project locations and scope.

CONSENT CALENDAR

4/1/24

Motion by Board Member Reynolds, seconded by Board Member McVay, to approve the Minutes of the Regular Meeting of March 14, 2024, with the correction shared by Board Member McVay, and payment of the bills for the General Fund and CFD for the month of March 2024 with comments and questions from the Board.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Formal Approval of Epic Wireless Group LLC Cell Tower Project
There were questions and discussion from the Board Members.

4/2/24

Motion by Board Member Reynolds, seconded by Board Member McVay that the Board of Directors approve the contract with Epic Wireless for site location #1 with faux water feature with the District's logo.

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

B. Waiver of Fees for use of the Kay F. Dahill Community Center on April 27, 2024

4/3/24

Motion by Board Member McVay, seconded by Board Member Renolds that the Board of Directors approve the waiving of fees for the use of Kay F Dahill Community Center for April 27, 2024

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

C. Sierra Creek Park Status

Administrator Scott Graham went over his report on the status of Sierra Creek Park:

- O'Dell Engineering is now prepared to submit a Non-Discretionary Design Review Application Form to the Sacramento County Planning Department.
- After review and approval by the County, the next phase of the project, including final design approval, initiating the formal bid process and selection of a construction firm to build the park can commence.

CHAIRPERSON'S REPORT:

Chairperson Harding stated April is National Stress Month, National Guard Month.

COMMENTS FROM BOARD MEMBERS:

Board Member William stated that the North Highlands Jubilee is going to be updated and offered as a community event thanks to Supervisor Sue Frost and her monthly roundtable meetings held in the Recreation Center.

The new event will be called Celebrate North Highlands, a Multi-cultural family event, to be held on September 28, 2024, from 10:00am – 3:00pm at Freedom Park. The round table participants meet the last Monday of the month.

ADJOURNMENT

Chairperson Harding adjourned the Regular Board Meeting at 8:45 p.m.

DATE, TIME, AND PLACE OF MEETING

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

Signature

Signature

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT MAY 2024
(Bills paid in April 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
	<u>BENEFITS</u>			
1210	Retirement	Voya	Apr-24	\$ 5,697.25
1230	Insurance	California Choice	May-24	\$ 13,448.56
1230	" " "	CoPower	May-24	\$ 1,368.00
1240	Workers' Comp	CAPRI		\$ -
	Total			20,513.81

SERVICES & SUPPLIES

2029	Bus/Conf Exp	Harding, Crystal	First 5 Reim	\$ 416.94
2029	" " "	Graham, Scott	Reimbursement	\$ 282.10
2035	Educ & Trng	USBank	ISA - Training	\$ 135.80
2039	Empl Trans	Luu, E	March 2024 Mileage	\$ 42.28
2039	" " "	Robertson, R.	March 2024 Mileage	\$ 60.10
2039	" " "	Thayer, K.	March 2024 Mileage	\$ 62.18
2039	" " "	USBank	Hertz (Fees)	\$ 16.99
2076	Office Sup	Caltronics	Copies	\$ 179.41
2076	" " "	Walkers Express	Supplies	\$ 74.57
2076	" " "	Walkers Express	Supplies	\$ 26.03
2076	" " "	USBank	Amazon (Office Sup,Vaccuum Part)	\$ 179.95
2081	Postage	Rocket Design	Postage for post cards	\$ 654.72
2085	Printing	Rocket Design	Post Cards	\$ 924.86
2111	Bldg Maint. Services	FastSigns	Signs	\$ 72.25
2112	Bldg Maint. Supplies	USBank	Walmart,Amazon (Supplies)	\$ 31.16
2112	" " "	Home Depot	credit	\$ (47.83)
2122	Chemical Sup	USBank	Golden Hills Pest	\$ 65.00
2142	Land Imp Sup	Sacramento Landscaping	Freedom Park	\$ 1,865.00
2142	" " "	Home Depot	Supplies	\$ 140.21
2142	" " "	Steve's Rock	Supplies	\$ 14.14
2142	" " "	Home Depot	Supplies	\$ 164.31
2142	" " "	Home Depot	Supplies	\$ 237.46
2168	Plumbing	Buttes	Supplies	\$ 204.53
2168	" " "	Home Depot	Supplies	\$ 72.90
2168	" " "	Home Depot	Supplies	\$ 11.81
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 188.42
2191	" " "	SMUD	7000000346 District	\$ 2,671.97
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 71.48
2191	" " "	SMUD	2733018 Aztec	\$ 1,199.57
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 92.22
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 361.66
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.88
			3929 Karl, 7916 Aztec Way, 6040 Watt, 3829	
2193	Refuse	Republic Service	Stephen	\$ 634.44
2193	" " "	Public Works	Dump	\$ 150.15
2195	Sewage	Sac Utilities	2802 Perrin	
2195	" " "	Sac Utilities	3843 Bainbridge	\$ 113.70
2195	" " "	Sac Utilities	3911 Blackfield Dr.	\$ 113.70
2195	Sewage	Sac Utilities	3929 Karl Dr.	\$ 113.70
2195	" " "	Sac Utilities	6040 Watt	\$ 327.68
2195	" " "	Sac Utilities	7916 Aztec	\$ 638.32

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT MAY 2024
(Bills paid in April 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
2197	Tele & Teleg	Comcast	Service - Shop	\$	96.68
2197	" " "	Comcast	Service - District	\$	543.11
2197	" " "	Telepacific	Service memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip,Karl Dr., Strizek, Karl&Rosario,Planehaven,Wings Way, 6040	\$	912.17
2198	Water	Sac Suburban	6040 Watt Monitoring	\$	4,329.57
2198	" " "	CA/American	Chardonnay	\$	186.02
2198	" " "	CA/American	Sierra	\$	186.02
2205	Auto Maint. Serv	NH Tire Pros	Services	\$	262.01
2226	Expend Tools	CH Mowers	Tools	\$	99.99
2226	" " "	USBank	TractorSup(supplies)	\$	6.87
2275	Rents & Leases	Sac Valley Alarm	6040 Watt Monitoring	\$	294.36
2275	" " "	Cintas	Services	\$	109.28
2275	" " "	CIT Avaya	phone equipment	\$	418.26
2275	" " "	Alhambra	water service	\$	144.89
2275	" " "	Cintas	Services	\$	109.28
2281	Shop Equip Serv	CH Mowers	Rewind Starter	\$	39.86
2281	" " "	CH Mowers	Services	\$	98.68
2281	" " "	CH Mowers	Services	\$	145.21
2281	" " "	CH Mowers	Services	\$	41.86
2292	Other Equip Sup	Doggie Walk	Dog Poop Bags	\$	345.08
2292	" " "	Miracle Playsystems	Freedom Park Slide	\$	3,196.95
2292	" " "	USBank	Big 5 (supplies)	\$	23.66
2322	Custodial Sup	A1 Janitorial	Janitorial Supplies	\$	495.61
2322	" " "	USBank	DollarTree(Supplies)	\$	24.44
2322	" " "	A1 Janitorial	Janitorial Supplies	\$	621.51
2332	Food	Walkers Express	Supplies	\$	161.65
2332	" " "	Walkers Express	Supplies	\$	74.90
2332	" " "	USBank	EarlyToast,Walmart,Smart&Final,Amazon, Dominoes,MariesDonut,Starbuck,RaisingCar e,PancakePalace,Tummy'sSub (AdminBrdMtg, SpringCamp, CookingClass, HT, DragonsDen, SpringExtrav, Planehaven, P arkSportLight,)	\$	1,262.48
2444	Medical	USBank	Walmart,Amazon (Supplies)	\$	23.34
2444	" " "	Carbon Health	Rec TB Test	\$	55.00
2531	Legal	Bart.,Kron.,Shan.	March 2024 Services	\$	495.00
2591	Other Prof Serv.	Cintas	Services	\$	202.84
2591	" " "	DOJ	Recreation Fingerprints	\$	32.00
2591	" " "	USBank	Adobe,GoldenPest,BannersCheap,Signs forcheap,VistaPrint,Microsoft,WhenIWork, Google,Streamline,T-Mobile (Programs, Website,Scheduler,CellPhone)	\$	886.84
2591	" " "	National Fire Systems	6040 Watt	\$	325.00
2591	" " "	National Fire Systems	7916 Aztec	\$	325.00
2591	" " "	Sacramento Valley Alarm	7916 Aztec	\$	320.91
2591	" " "	Sentry Alarm	7916 Aztec	\$	30.00

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT MAY 2024
(Bills paid in April 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2851	Recreation Service	Calvin, Rhonda	Teen Self Esteem Workshop	\$ 96.00
2851	" " "	Ford, Stacie	Dance Instructor March 2024	\$ 992.00
2851	" " "	Create My Garden	Spring Break Camp	\$ 250.00
2851	" " "	USBank	PlaytimePonyRides,BalloonDude (Extrav.)	\$ 871.40
2851	" " "	Evokes Arts	Mural	\$ 8,000.00
2852	Recreation Sup	Home Depot	Supplies	\$ 78.76
			Walmart,Big5,Smart&Final,CrownAwards, BannersCheap,Amazon,OrientalTrading, TractorSup, (SpringCamp,Extrav.,Cooking, class,Banners,Planehaven,DragonsDen)	
2852	" " "	USBank	(Bank Fees - Mar \$44.95/ Bank Analysis Fees Feb \$138.41/Active Fee Mar \$228.58)	\$ 1,364.25
2898	Other Oper Exp	NHRPD - BANK FEES	Durrence,M. Sprouts Raspberry-Banana TRUSD	\$ 411.94
2898	" " "	Refund Processing Fees	Paid	\$ 2.00
2898	" " "	Refund Processing Fees	Kong, Marylu Adult Hip Hop class cancelled	\$ 3.01
2898	" " "	Refund Processing Fees	Saelee, Nai Parent & Tot	\$ 2.68
5500	Donate Account	USBank	Walmart (Extrav.)	\$ 99.16
	TOTAL			\$ 41,670.29

FIXED ASSETS

4201	Building Improvement	Ronin Disater Restoration	Roof Repair	\$ 20,000.00
4202	Structures	RS General Contractor	Corp Yard (Draft Fee/Engineering Fee)	\$ 8,500.00
4202	" " "	Sacramento Landscaping	Karl Rosario	\$ 5,685.00
4202	" " "	Saenz Landscape Const.	Capehart Signage	\$ 6,218.00
4202	" " "	Home Depot	Capehart Signage landscape	\$ 159.49
4202	" " "	Steve's Rock	Capehart Signage landscape	\$ 50.51
4202	" " "	Fast Signs	Prop 68Sign for Sierra Creek Park	\$ 1,391.92
4202	" " "	Home Depot	Supplies	\$ 695.42
4202	" " "	O'Dell Engineering	Phase 5,9,10	\$ 9,257.22
4303	Equipment	Future Ford of Sac	2021 Ford F2F-250	\$ 46,460.45
	TOTAL			\$ 98,418.01

Total District Salaries	(APRIL 2 PAY DAY)	\$ 95,682.65
Total District EDD	(APRIL 2 PAY DAY)	\$ 310.05
Total District OASDI	(APRIL 2 PAY DAY)	\$ 7,182.55
		\$ 103,175.25

DISTRICT TOTALS

\$263,777.36

9429	Building			
9646	Recreation Fees & Charges	Durrence, Marty	Refund Sprouts Raspberry-Banana TRUSD PAID	\$ 26.00
9646	" " "	Kong, Marylu	Adult Hip Hop Class Cancelled	\$ 45.00
9646	" " "	Saelee, Nai	Parent & Tot Dance	\$ 40.00

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT MAY 2024
(Bills paid in April 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
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BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H	
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT							
2		REVENUE REPORT - APRIL 2024							
3									
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT	
5	FACILITY RENTALS								
6	9429	Community Center	\$55,000.00	1,789.50	(160.00)	28,025.75	26,974.25		
7	9429	Recreation Center	\$5,000.00	476.00	0.00	7,629.00	-2,629.00		
8	9429	TOTAL	\$60,000.00	2,265.50	(160.00)	35,654.75	24,345.25	59%	
9									
10	LEASED PROPERTY								
11	9690	Strizek Lease	\$0.00	2,208.46	0.00	22,084.60	-22,084.60		
12	9690	Capehart Lease - Day Care	\$0.00	3,193.00	0.00	30,606.00	-30,606.00		
13	9690	Freedom Park Lease - Softball	\$0.00	5,500.00	1000.00	52,900.00	-52,900.00		
14	9690	Sierra Creek	\$0.00	0.00	0.00	5,250.00	-5,250.00		
15	9690	TOTAL	\$132,130.00	10,901.46	1000.00	110,840.60	21,289.40	84%	
16									
17	REVENUE, OTHER								
18	9790	Bounce Check	\$0.00	0.00	0.00	40.00	-40.00		
19	9790	CAPRI Reim	\$0.00	0.00	0.00	0.00	0.00		
20	9790	CPRS Reim	\$0.00	0.00	0.00	0.00	0.00		
21	9790	Fulton El Camino Reim	\$0.00	510.87	0.00	1,435.48	1,435.48		
22	9790	NH Yth Soccoer Club Team Fees	\$0.00	0.00	0.00	755.00	755.00		
23	9790	Prop 68 Reim	\$0.00	78,820.00	0.00	289,106.00	289,106.00		
24	9790	Per Capita Reim	\$0.00	0.00	0.00	41,603.00	41,603.00		
25	9790	Reim - Caltronics	\$0.00	0.00	0.00	150.00	-150.00		
26	9790	TRUSD REIM -Transportation	\$0.00	0.00	0.00	1,008.50	-1,008.50		
27	9790	USBank Incentive	\$0.00	0.00	0.00	828.25	-828.25		
28	9790	Xtreme MuscleTowing sold F150	\$0.00	0.00	0.00	0.00	0.00		
29			\$275,745.00	79,330.87	0.00	334,886.23	-59,141.23	121%	
30									
31	AQUATICS								
32	9646	Swim Lesson	\$8,640.00	0.00	0.00	0.00	8,640.00		
33	9646	Swim Team	\$0.00	0.00	0.00	0.00	0.00		
34		TOTAL	\$8,640.00	0.00	0.00	0.00	0.00	0%	
35									
36	DAY CARE PROGRAM								
37	9646	Dragon's Den	\$155,520.00	28,952.25	0.00	240,258.00	-84,738.00		
38	9646	Expanding Learning Camp	\$5,856.00	0.00	0.00	10,977.50	-5,121.50		
39	9646	Fall Break Camp	\$3,600.00	0.00	0.00	4,732.50	-1,132.50		
40	9646	Spring Camp (5 days)	\$5,856.00	5,717.50	0.00	7,594.50	-1,738.50		
41	9646	Summer Camp (3 days)	\$3,600.00	0.00	0.00	8,367.00	-4,767.00		
42	9646	Summer Camp (5 days)	\$35,136.00	0.00	0.00	20,324.00	14,812.00		
43	9646	TRUSD Midweek Mindbuilders	\$0.00	7,284.99	0.00	7,284.99	-7,284.99		
44	9646	Winter Camp	\$4,656.00	0.00	0.00	4,207.50	448.50		
45		TOTAL	\$214,224.00	41,954.74	0.00	\$303,745.99	-89,521.99	142%	
46									
47	TODDLER PROGRAMS								
48	9646	Books & Bakes for TOTS	\$220.00	0.00	0.00	240.00	-20.00		
49	9646	Princess & Pastries	\$228.00	0.00	0.00	38.00	190.00		
50	9646	Superheros & Snacks	\$228.00	0.00	0.00	323.00	-95.00		
51		TOTAL	\$676.00	\$0.00	\$0.00	\$601.00	75.00	89%	
52									
53	SPECIAL EVENTS								
54	9646	Arts and Air Crafts	\$0.00	0.00	0.00	224.00	-224.00		
55	9646	Breakfast with Santa	\$560.00	0.00	0.00	863.50	-303.50		
56	9646	Community Yard Sale	\$450.00	0.00	0.00	0.00	450.00		
57	9646	Cooking Class	\$0.00	0.00	0.00	480.00	-480.00		
58	9646	Cupid Crew Dance	\$440.00	0.00	0.00	448.00	-8.00		
59	9646	Fathers Day Nerf War Meal	\$60.00	0.00	0.00	0.00	60.00		
60	9646	Fathers Day Nerf War	\$160.00	0.00	0.00	0.00	160.00		
61	9646	Flavors of Fall Carmel Apple	\$0.00	0.00	0.00	168.00	-168.00		
62	9646	Flavors of Fall Pumpkin	\$0.00	0.00	0.00	528.00	-528.00		
63	9646	Flavors of Fall Mash Potato Balls	\$0.00	0.00	0.00	336.00	-336.00		
64	9646	Forrest of Lights	\$0.00	0.00	0.00	100.00	-100.00		
65	9646	Gingerbread House	\$80.00	0.00	0.00	120.00	-40.00		
66	9646	Halloween Extrav. Vendors	\$180.00	0.00	0.00	450.00	-270.00		
67	9646	Holiday Party Vendor	\$180.00	0.00	0.00	150.00	30.00		
68	9646	Mothers Day KickBall Shirts	\$160.00	0.00	0.00	0.00	160.00		
69	9646	Mothers Day KickBall	\$160.00	16.00	0.00	56.00	104.00		
70	9646	Paint in The Park	\$0.00	0.00	0.00	25.00	-25.00		
71	9646	Spring Extra. Vendors	\$180.00	0.00	0.00	180.00	0.00		
72	9646	Sprouts Mini Strawberry	\$0.00	0.00	0.00	72.00	-72.00		
73	9646	SproutsMiniStrawberry Smoothie	\$0.00	0.00	0.00	72.00	-72.00		
74	9646	Sprouts Raspberry-Banana	\$0.00	48.00	(26.00)	94.00	-94.00		
75	9646	Sprouts Taco Pizza - Shake	\$0.00	72.00	0.00	120.00	-120.00		
76	9646	Summer Extrav. Vendors	\$180.00	0.00	0.00	90.00	90.00		
77	9646	Summer Sweets	\$0.00	0.00	0.00	240.00	-240.00		

	A	B	C	D	E	F	G	H
78	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
79	SPECIAL EVENTS con't							
80	9646	TIK TOK Cooking	\$0.00	0.00	0.00	144.00	-144.00	
81		Teen Cooking	\$0.00	480.00	0.00	480.00	480.00	
82	9646	Turkey Flag Football	\$532.00	0.00	0.00	0.00	532.00	
83	9646	Whiskin Up Winter Cookie Décor	\$0.00	0.00	0.00	144.00	-144.00	
84	9646	Whiskin Up Winter Charuterie	\$0.00	480.00	0.00	552.00	-552.00	
85	9646	Whiskin Up Winter Mini Pies	\$0.00	0.00	0.00	576.00	-576.00	
86		TOTAL	\$3,322.00	1,096.00	(26.00)	6,712.50	-3,390.50	202%
87								
88	CONTRACT CLASSES							
89	9646	Adult Hip Hop	\$0.00	45.00	(45.00)	450.00	-450.00	
90	9646	LEGO Workshop	\$0.00	0.00	0.00	350.00	-350.00	
91	9646	Parent and TOT Dance	\$0.00	160.00	(40.00)	240.00	-240.00	
92	9646	Teen Jazz & Hip Hop	\$0.00	840.00	0.00	1,680.00	-1,680.00	
93	9646	Teen Self Esteem	\$0.00	0.00	0.00	160.00	-160.00	
94	9646	Yth Jazz & Hip Hop	\$0.00	1,025.00	15.00	2,560.00	-2,560.00	
95		TOTAL	\$0.00	2,070.00	(70.00)	5,440.00	-5,440.00	0%
96								
97	TEENS							
98	9646	7/8 Grade VolleyBall League	\$1,776.00	0.00	0.00	1,025.00	751.00	
99	9646	8th/9th Grade Winter Bball	\$0.00	0.00	0.00	74.00	-74.00	
100	9646	Jr. Recreation Leader	\$440.00	0.00	0.00	0.00	440.00	
101	9646	Smash Bros Tournament	\$228.00	0.00	0.00	0.00	228.00	
102	9646	TIC TOK Cooking Trends	\$0.00	0.00	0.00	1,044.00	-1,044.00	
103		Trending Teens Light Linguine	\$0.00	48.00	0.00	48.00	-48.00	
104	9646	Teen Camp	\$6,336.00	0.00	0.00	8,380.00	-2,044.00	
105	9646	Teen Nerf Night	\$0.00	0.00	0.00	114.00	-114.00	
106		TOTAL	\$8,780.00	48.00	0.00	10,685.00	-1,905.00	122%
107								
108	GYM/PARK RENTALS							
109	9646	Birthday Parties	\$2,250.00	150.00	0.00	1,035.00	1,215.00	
110	9646	Gym Rental-Capehart/R.P.	\$20,625.00	2,697.50	0.00	26,457.50	-5,832.50	
111	9646	Park Rentals	\$10,000.00	2,740.00	0.00	11,420.00	-1,420.00	
112		TOTAL	\$32,875.00	5,587.50	0.00	38,912.50	-6,037.50	118%
113								
114	YOUTH SPORTS							
115	9646	2nd-3rd Bball -Winter	\$2,960.00	0.00	0.00	2,960.00	0.00	
116	9646	4th-5th Bball -Winter	\$2,960.00	0.00	0.00	3,034.00	-74.00	
117	9646	6th-7th Bball -Winter	\$2,960.00	0.00	0.00	3,009.00	-49.00	
118	9646	Cheer	\$624.00	0.00	0.00	676.00	-52.00	
119	9646	DodgeBall	\$1,100.00	370.00	15.00	550.00	550.00	
120	9646	Kickball	\$1,100.00	0.00	0.00	0.00	1,100.00	
121	9646	PW Basketball	\$1,040.00	0.00	0.00	572.00	468.00	
122	9646	PW Sports	\$1,728.00	0.00	0.00	794.00	934.00	
123	9646	Play-Well TEK LEGOR	\$1,120.00	0.00	0.00	0.00	1,120.00	
124	9646	Skills & Drills	\$1,728.00	144.00	0.00	252.00	1,476.00	
125	9646	Sports Camp	\$1,184.00	0.00	0.00	0.00	1,184.00	
126	9646	Workshop (Misc.)	\$2,880.00	0.00	0.00	0.00	2,880.00	
127		TOTAL	\$21,384.00	514.00	15.00	11,847.00	9,537.00	55%
128								
129	ADULT SPORTS							
130	9646	Art Class	\$400.00	0.00	0.00	0.00	400.00	
131	9646	Coed Kickball	\$760.00	66.00	0.00	66.00	694.00	
132	9646	Coed VolleyBall	\$3,040.00	190.00	0.00	2,850.00	190.00	
133	9646	Cornhole	\$100.00	0.00	0.00	20.00	80.00	
134	9646	Pickle Ball	\$0.00	40.00	0.00	209.00	-209.00	
135		TOTAL	\$4,300.00	296.00	0.00	3,145.00	1,155.00	73%
136								
137	SENIORS							
138	9646	Field Trips	\$630.00	0.00	0.00	210.00	420.00	
139	9646	Paint Class	\$600.00	0.00	0.00	0.00	600.00	
140		TOTAL	\$1,230.00	\$0.00	\$0.00	\$210.00	1,020.00	17%
141								
142	TAXES							
143	9101	Prop Tax - Secured	\$1,700,000.00	0.00	0.00	959,993.24	740,006.76	
144	9102	Prop Tax - Unsec	\$57,000.00	0.00	0.00	62,807.92	-5,807.92	
145	9103	Supp Prop Tax	\$55,000.00	0.00	0.00	15,338.21	39,661.79	
146	9104	Prop Tax Sec Delinquent	\$10,000.00	0.00	0.00	13,864.44	-3,864.44	
147	9105	Prop Tax Supp Delinquent	\$3,700.00	0.00	0.00	4,604.25	-904.25	
148	9106	Prop tax Unitary	\$11,400.00	0.00	0.00	6,807.28	4,592.72	
149	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
150	9130	Prop Tax - Prior Unsec	\$800.00	0.00	0.00	398.96	401.04	
151	9140	Prop Tax - Pently	\$700.00	0.00	0.00	151.80	548.20	
152	9196	RDA Residual	\$7,100.00	0.00	0.00	8,151.69	-1,051.69	
153	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
154		TOTAL	\$1,845,700.00	0.00	0.00	1,072,117.79	773,582.21	58%

	A	B	C	D	E	F	G	H
155	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
156	INTEREST INCOME							
157	9410	Interest Income	\$18,100.00	20,503.00	0.00	35,453.00	-17,353.00	
158		TOTAL	\$18,100.00	20,503.00	0.00	35,453.00	-17,353.00	196%
159								
160	USE OF MONEY/PROPERTY							
161	9522	Homeowner Prop Tax	\$13,000.00	0.00	0.00	6,356.69	6,643.31	
162		TOTAL	\$13,000.00	0.00	0.00	6,356.69	6,643.31	49%
163								
164	IN LIEU TAX							
165	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
166		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
167								
168	MISC. Revenue							
169	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
170		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
171								
172	AID TO LOCAL GOVERNMENT							
173	9531	Aid to Local Government	\$0.00	0.00	0.00	0.00	0.00	
174		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
175								
176	REDEVELOPMENT FUNDS							
177	9533	Redevelopment Passthru	\$11,500.00	0.00	0.00	7,933.31	3,566.69	
178		TOTAL	\$11,500.00	0.00	0.00	7,933.31	3,566.69	69%
179								
180	STATE AID							
181	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
182		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
183								
184	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
185	9429	Building Rental	\$60,000	2,265.50	(160.00)	35,654.75	24,345.25	59%
186	9646	Rec Fees & Charges	\$295,431	51,566.24	-81.00	377,858.99	-82,427.99	128%
187	9100	Taxes	\$1,845,700	0.00	0.00	1,072,117.79	773,582.21	58%
188	9410	Interest Income	\$18,100	20,503.00	0.00	35,453.00	-17,353.00	196%
189	9522	Homeowner Prop Tax	\$13,000	0.00	0.00	6,356.69	6,643.31	49%
190	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
191	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
192	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
193	9533	Redevelopment Funds	\$11,500	0.00	0.00	7,933.31	3,566.69	0%
194	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
195	9690	Lease Property	\$132,130	10,901.46	1000.00	110,840.60	21,289.40	84%
196	9790	Revenue Other	\$275,745	79,330.87	0.00	334,886.23	-59,141.23	121%
197		TOTAL	\$2,651,606	164,567.07	759.00	1,981,101.36	670,504.64	75%
198								
199		GENERAL RESERVED FUND	\$0					
200		CARRY OVER	\$572,859	0.00	0.00	0.00	0.00	0%
201								
202		TOTAL BUDGET	\$3,224,465	164,567.07	759.00	\$1,981,101	1,243,363.64	61%
203								
204		Scholarship		0.00				
205		Donations/Sponsorship		0.00				
206		ADA		0.00				
207		Field Deposit - Capehart		0.00				
208		Bldg Deposit		1500.00	0.00			
209		Bldg Guards		840.00				
210				2340.00				
211								
212	2191	SMUD Reim - Something Extra		390.00				
213	2192	PG&E Reim - Something Extra		20.00				
214	2193	Republic Serv. Reim - Something		100.00				
215	2195	Sewage Reim - Something Extra		240.00				
216	2198	Water Reim - Something Extra		110.00				
217				860.00				
218								
219		Total Revenue		167,767.07				
220								
221		Scholarship	\$0.00	0.00	0.00	12,742.91	-12,742.91	
222		Donations/Sponsorship	\$0.00	0.00	0.00	2,989.25	-2,989.25	
223		District ADA Account	\$0.00	0.00	0.00	0.00	0.00	
224		055000000	\$0.00	2,340.00	0.00	26,788.48	-26,788.48	
225		Contingency	\$150,000.00	0.00	0.00	76,394.25	73,605.75	
226		Park Dedication Acct 088L	\$0.00	10,018.00	0.00	818,258.44	-818,258.44	
227		Park Fees 346I	\$0.00	61,712.00	0.00	1,753,111.03	-1,753,111.03	
228		District Reserve Acct	\$0.00	0.00	0.00	1,519,672.00	-1,519,672.00	

	A	B	C	D	E	F	G
1	NORTH HIGHLANDS RECREATION & PARK DISTRICT						
2	EXPENDITURE REPORT - APRIL 2024						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator-Scott	143,469	11,601.38	91,136.91	52,332.09	64%
8	1110	Administrator - Larry	53,519	1,063.04	69,803.35	-16,284.35	130%
9	1110	Administrative Srv. Mngr.	83,748	6,445.24	67,655.02	16,092.98	81%
10	1122	Board of Directors	8,925	635.00	5,265.00	3,660.00	59%
11		Sub-Total	289,661	19,744.66	233,860.28	55,800.72	81%
12	1210	Retirement	24,745	1,443.73	17,363.55	7,381.45	70%
13	1220	OASDI	22,159	1,466.82	17,651.24	4,507.76	80%
14	1230	Insurance	33,755	3,189.68	20,245.09	13,509.91	60%
15	1240	Worker's Comp.	3,393	0.00	3,392.75	0.00	100%
16	1250	Unemployment	980	17.01	300.54	679.46	31%
17		Sub-Total	85,032	6,117.24	58,953.17	26,078.58	69%
18		TOTAL	374,693	25,861.90	292,813.45	81,880.30	78%
19							
20	SERVICES & SUPPLIES						
21	2005	Ad/Leg	1,600	0.00	469.38	1,130.62	29%
22	2022	Bks/Subs	150	0.00	150.74	-0.74	100%
23	2029	Bus Conf Exp	10,000	699.04	4,774.62	5,225.38	48%
24	2035	Educ/Trng	5,000	0.00	20.00	4,980.00	0%
25	2039	Empl Trans	2,000	0.00	0.00	2,000.00	0%
26	2051	Insurance	134,786	0.00	134,786.00	0.00	100%
27	2061	Memberships	13,000	0.00	12,142.00	858.00	93%
28	2076	Office Sups	11,700	333.96	11,144.73	555.27	95%
29	2081	Postage	2,750	0.00	2,070.30	679.70	75%
30	2085	Printing	700	0.00	703.32	-3.32	100%
31	2197	Tele & Teleg	16,000	1,455.28	14,281.35	1,718.65	89%
32	2261	Office Equip Mtnc	9,000	0.00	5,271.14	3,728.86	59%
33	2275	Rents & Leases	9,484	418.26	8,194.44	1,289.56	86%
34	2332	Food Sups	2,700	613.96	2,735.99	-35.99	101%
35	2444	Medical Supplies	500	0.00	328.55	171.45	66%
36	2505	Actg Svcs	34,250	0.00	24,343.52	9,906.48	71%
37	2531	Legal Svcs	10,000	495.00	5,730.61	4,269.39	57%
38	2591	Other Prof Svcs	32,603	327.09	27,331.54	5,271.46	84%
39	2813	Sales Tax Adjustment	0	0.00	0.00	0.00	0%
40	2819	Registration Service	0	0.00	0.00	0.00	0%
41	2880	PY Expenditure	0	0.00	0.00	0.00	0%
42	2898	Other Oper Exp	6,500	419.63	4,250.96	2,249.04	65%
43		TOTAL	302,723	4,762.22	258,729.19	43,993.81	85%
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46	4202	Struct & Imp	353,624	10,649.14	201,748.51	151,875.49	57%
47	4303	Office Equipment	0	0.00	0.00	0	0%
48		TOTAL	353,624	10,649.14	201,748.51	151,875.49	57%
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58	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent- Rachel	86,400	6,649.24	59,284.36	27,115.64	69%
62	1110	Supervisor-Kayla	71,555	5,648.62	60,351.60	11,203.40	84%
63	1110	Rec. Coordinator - Chris	57,527	4,328.62	43,923.56	13,603.44	76%
64	1110	Rec Specialist - Luu	54,336	4,182.76	43,898.68	10,437.32	81%
65	1122	Part Time	218,875	17,265.52	145,484.18	73,390.82	66%
66	1122	Part Time Ases	0	0.00	0.00	0.00	0%
67		Sub-Total	488,693	38,074.76	352,942.38	135,750.62	72%
68	1210	Retirement	21,585	1,664.74	17,427.10	4,157.90	81%
69	1220	OASDI	37,385	2,890.66	26,826.12	10,558.88	72%
70	1230	Insurance	28,726	2,514.95	23,498.83	5,227.17	82%
71	1240	Worker's Comp	7,594	0.00	7,526.75	67.00	99%
72	1250	Unemployment	8,641	253.25	1,975.19	6,665.81	23%
73		Sub-Total	103,930	7,323.60	77,253.99	26,675.76	74%
74		TOTAL	592,624	45,398.36	430,196.37	162,427.38	73%
75							
76	SERVICES & SUPPLIES						
77	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
78	2022	Books/Subs	0	0.00	0.00	0.00	0%
79	2029	Business/Conf Exp	8,000	0.00	6,862.94	1,137.06	86%
80	2035	Educ/Trng	2,500	0.00	1,723.64	776.36	69%
81	2039	Empl Trans	2,000	181.55	1,401.62	598.38	70%
82	2061	Memberships	700	0.00	440.00	260.00	63%
83	2065	Film Svcs	0	0.00	0.00	0.00	0%
84	2076	Office Svcs	2,500	108.73	1,091.38	1,408.62	44%
85	2081	Postage	25,000	654.72	19,224.30	5,775.70	77%
86	2085	Printing	4,000	924.86	2,820.72	1,179.28	71%
87	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
88	2275	Rents & Leases	0	0.00	0.00	0.00	0%
89	2314	Clothing	3,000	0.00	2,551.32	448.68	85%
90	2332	Food	6,800	885.07	6,460.09	339.91	95%
91	2444	Med Svcs	1,000	78.34	595.06	404.94	60%
92	2591	Other Prof Svcs	5,000	452.75	5,104.06	-104.06	102%
93	2851	Rec Svcs	28,000	10,209.40	26,514.01	1,485.99	95%
94	2852	Rec Svcs	18,000	1,443.01	12,240.91	5,759.09	68%
95	2871	Transportation	2,000	0.00	1,932.25	67.75	97%
96	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
97			108,500	14,938.43	88,962.30	19,537.70	82%
98							
99	4202	Struct & Imp	18,000	695.42	695.42	17,304.58	0%
100			18,000	695.42	695.42	17,304.58	0%
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115	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott/Kurtis	98,820	6,263.38	57,706.55	41,113.45	58%
119	1110	Supervisor - Sergio	78,216	6,019.70	63,186.85	15,029.15	81%
120	1110	Supervisor - Kurtis/Shey	72,485	3,423.08	43,235.25	29,249.75	60%
121	1110	Mtnc Worker II - Steve	56,065	4,127.47	40,763.69	15,301.31	73%
122	1110	Mtnc Wkr-Eric/Shey	51,396	3,858.82	41,035.45	10,360.55	80%
123	1110	Mtnc Wkr-Rodney	13,828	3,956.62	3,956.62	9,871.38	29%
124	1110	Mtnc Wkr-Barry	48,972	3,770.16	39,566.68	9,405.32	81%
125	1110	Mtnc Wkr-Simmons	51,396	3,956.62	40,135.27	11,260.73	78%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Weekday & Weekend Bldg Monitor	31,824	2,487.38	26,285.26	5,538.74	83%
128		Sub-Total	503,003	\$ 37,863.23	355,871.62	147,131.38	71%
129	1210	Retirement	37,694	2,588.78	24,681.82	13,012.18	65%
130	1220	OASDI	38,480	2,825.07	26,684.09	11,795.91	69%
131	1230	Insurance	123,717	9,111.93	72,858.29	50,858.71	59%
132	1240	Worker's Comp.	44,653	0.00	44,652.75	0.00	100%
133	1250	Unemployment	2,205	39.79	980.42	1,224.58	44%
134		Sub-Total	246,749	14,565.57	169,857.37	76,891.38	69%
135		TOTAL	749,752	52,428.80	525,728.99	224,022.76	70%
136	SERVICES & SUPPLIES						
137	2029	Bus & Conf. Exp.	2,500	0.00	1,477.26	1,022.74	0%
138	2035	Educ/Trng	500	135.80	285.65	214.35	57%
139	2039	Empl Trans	250	0.00	0.00	250.00	0%
140	2061	Memberships	450	0.00	150.00	300.00	33%
141	2076	Office Sups	1,000	17.27	780.76	219.24	78%
142	2104	Agri/Hort	2,000	0.00	86.11	1,913.89	4%
143	2111	Bldg Mtnc Svc	2,500	72.25	1,970.03	529.97	79%
144	2112	Bldg Mtnc Sups	7,500	-16.67	6,326.03	1,173.97	84%
145	2122	Chem Sups	2,500	65.00	915.07	1,584.93	37%
146	2131	Elec Sys SVC	4,000	0.00	4,050.00	-50.00	101%
147	2132	Elec Sys Sup	1,000	0.00	287.93	712.07	29%
148	2142	Land Imp Sup	20,000	2,421.12	17,454.83	2,545.17	87%
149	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
150	2162	Paint Sups	1,000	0.00	904.42	95.58	90%
151	2168	Plumbing Sups	8,000	289.24	4,623.79	3,376.21	58%
152	2191	Electricity	40,000	3,741.44	39,548.68	451.32	99%
153	2192	Natural Gas	5,000	442.76	4,434.95	565.05	89%
154	2193	Refuse	10,000	684.59	9,865.40	134.60	99%
155	2195	Sewage	5,000	1,067.10	5,136.05	-136.05	103%
156	2197	Tele/Teleg	3,000	96.68	957.42	2,042.58	32%
157	2198	Water	115,000	4,601.61	99,488.15	15,511.85	87%
158	2205	Auto Mtnc Svc	12,000	262.01	10,307.45	1,692.55	86%
159	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
160	2211	Constr Equip Svc	9,500	0.00	7,823.35	1,676.65	82%
161	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
162	2226	Expend Tools	4,000	106.86	4,049.48	-49.48	101%
163	2236	Fuels & Lubes	16,000	0.00	1,977.00	14,023.00	12%
164	2275	Rents & Leases	17,000	657.81	9,563.76	7,436.24	56%
165	2281	Shop Equip Svc	1,200	325.61	884.66	315.34	74%
166	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
167	2292	Other Equip	10,000	3,565.69	8,466.44	1,533.56	85%
168	2314	Clothing	4,000	0.00	2,845.58	1,154.42	71%
169	2321	Cust Svc	0	0.00	0.00	0.00	0%
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	A	B	C	D	E	F	G
172	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
173	2322	Cust Sup	17,000	1,141.56	14,961.39	2,038.61	88%
174	2444	Medical Sup	300	0.00	317.69	-17.69	106%
175	2591	Other Prof Svc	85,000	1,342.75	64,249.84	20,750.16	76%
176	2898	Other Oper Exp	0	0.00	0.00	0.00	0%
177		TOTAL	407,200	21,020.48	324,189.17	83,010.83	80%
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180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	60,000	20,000.00	59,900.00	100.00	100%
183	4202	Structures & Imp	40,000	20,613.00	32,898.41	7,101.59	82%
184	4303	Other Equip	55,000	46,460.45	46,460.45	8,539.55	84%
185			155,000	87,073.45	139,258.86	15,741	90%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231	SALARIES & BENEFITS						
232	1110	FULL TIME SALARIES	1,021,733	75,294.75	765,639.84	256,093.16	75%
233	1122	PART TIME SALARIES	259,624	20,387.90	177,034.44	82,589.56	68%
234	1210	RETIREMENT	84,024	5,697.25	59,472.47	24,551.53	71%
235	1220	OASDI	98,024	7,182.55	71,161.45	26,862.55	73%
236	1230	INSURANCE	186,198	14,816.56	116,602.21	69,595.79	63%
237	1240	WORKER'S COMP	55,639	0.00	55,572.25	67.00	100%
238	1250	UNEMPLOYMENT	11,826	310.05	3,256.15	8,569.85	28%
239	1000	SALARIES/BENEFITS	1,717,068	123,689.06	1,248,738.81	468,329.44	73%
240							
241	SERVICES & SUPPLIES						
242	2005	AD/LEGAL NOTICE	1,600	0.00	469.38	1,130.62	29%
243	2022	BOOKS/SUBS	150	0.00	150.74	-0.74	100%
244	2029	BUS/CONF EXP	20,500	699.04	13,114.82	7,385.18	0%
245	2035	EDUC/TRNG	8,000	135.80	2,029.29	5,970.71	25%
246	2039	EMPLOY TRANS	4,250	181.55	1,401.62	2,848.38	0%
247	2051	INSURANCE	134,786	0.00	134,786.00	0.00	100%
248	2061	MEMBERSHIPS	14,150	0.00	12,732.00	1,418.00	90%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	15,200	459.96	13,016.87	2,183.13	86%
251	2081	POSTAGE	27,750	654.72	21,294.60	6,455.40	77%
252	2085	PRINTING	4,700	924.86	3,524.04	1,175.96	75%
253	2104	AGRI/HORT	2,000	0.00	86.11	1,913.89	4%
254	2111	BLDG MTNC SVC	2,500	72.25	1,970.03	529.97	79%
255	2112	BLDG MTNC SUP	7,500	-16.67	6,326.03	1,173.97	84%
256	2122	CHEM SUPS	2,500	65.00	915.07	1,584.93	37%
257	2131	ELEC MTNC SVC	4,000	0.00	4,050.00	-50.00	101%
258	2132	ELEC MTNC SUP	1,000	0.00	287.93	712.07	29%
259	2142	LAND IMP SUP	20,000	2,421.12	17,454.83	2,545.17	87%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	1,000	0.00	904.42	95.58	90%
262	2168	PLUMBING SUPS	8,000	289.24	4,623.79	3,376.21	58%
263	2191	ELECTRICITY	40,000	3,741.44	39,548.68	451.32	99%
264	2192	NATURAL GAS	5,000	442.76	4,434.95	565.05	89%
265	2193	REFUSE	10,000	684.59	9,865.40	134.60	99%
266	2195	SEWAGE	5,000	1,067.10	5,136.05	-136.05	103%
267	2197	TELE/TELEG	19,000	1,551.96	15,238.77	3,761.23	80%
268	2198	WATER	115,000	4,601.61	99,488.15	15,511.85	87%
269	2205	AUTO MTNC SVC	12,000	262.01	10,307.45	1,692.55	86%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	9,500	0.00	7,823.35	1,676.65	82%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	4,000	106.86	4,049.48	-49.48	101%
274	2236	FUELS / LUBES	16,000	0.00	1,977.00	14,023.00	12%
275	2261	OFF EQUIP MTNC	9,000	0.00	5,271.14	3,728.86	59%
276	2275	RENTS/LEASES	26,484	1,076.07	17,758.20	8,725.80	67%
277	2281	SHOP EQUIP SVCS	1,200	325.61	884.66	315.34	74%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	10,000	3,565.69	8,466.44	1,533.56	85%
280	2314	CLOTHING	7,000	0.00	5,396.90	1,603.10	77%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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286	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
287	2322	CUST SUP	17,000	1,141.56	14,961.39	2,038.61	88%
288	2332	FOOD SUPS	9,500	1,499.03	9,196.08	303.92	97%
289	2444	MED SUPS	1,800	78.34	1,241.30	558.70	69%
290	2505	ACCOUNT SVC	34,250	0.00	24,343.52	9,906.48	71%
291	2531	LEGAL SVC	10,000	495.00	5,730.61	4,269.39	57%
292	2591	OTHER PROF SVCS	122,603	2,122.59	96,685.44	25,917.56	79%
293	2813	SALES TAX ADJUST.	0	0.00	0.00	0.00	0%
294	2819	REGISTRATION SVC	0	0.00	0.00	0.00	0%
295	2851	RECREATION SVC	28,000	10,209.40	26,514.01	1,485.99	95%
296	2852	RECREATION SUP	18,000	1,443.01	12,240.91	5,759.09	68%
297	2871	TRANSPORTATION	2,000	0.00	1,932.25	67.75	97%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	6,500	419.63	4,250.96	2,249.04	65%
300	2000	SERVICES/SUPPLIES	818,423	40,721.13	671,880.66	146,542.34	82%
301							
302	FIXED ASSETS						
303	4201	Building IIM	60,000	20,000.00	59,900.00	100.00	0%
304	4202	STRUCT & IMP	411,624	31,957.56	235,342.34	176,281.66	0%
305	4303	EQUIPMENT	55,000	46,460.45	46,460.45	8,539.55	0%
306	4000	FIXED ASSETS	526,624	98,418.01	341,702.79	184,921	0%
307							
308							
309	1000	SALARIES & BENE	1,717,068	123,689.06	1,248,738.81	468,329.44	73%
310							
311	2000	SERVICES & SUPP	818,423	40,721.13	671,880.66	146,542.34	82%
312							
313	4000	FIXED ASSETS	526,624	98,418.01	341,702.79	184,921	65%
314							
315		CONTINGENCY	150,000	54,400.00	76,394.25	73,605.75	51%
316							
317		RESERVE	88,744	0.00	0.00	0.00	0%
318							
319							
320		TOTAL	3,300,859	317,228.20	2,338,716.51	873,399	71%
321							
322							
323							
324							
325							
326							
327							
328							
329							
330							

NORTH HIGHLANDS RECREATION & PARK DISTRICT
CFD BILLING REPORT MAY 2024
(Bills paid in April 2024)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Apr-24	\$ -
1230	Insurance	CALIFORNIA CHOICE	May-24	\$ -
1230	" " "	COPOWER	May-24	\$ -
1240	" " "	CAPRI		\$ -
	Total			0.00
<u>SERVICES & SUPPLIES</u>				
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 37.84
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 37.72
2193	Refuse	Republic Service	3929 Karl, 7916 Aztec Way, 6040 Watt	0
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 93.09
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 24.12
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 66.13
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 66.13
2205	Auto Mtrc Service	NH Tire Pros	2017 Ford F150	\$ 70.01
2226	Expend Tools	CH Mowers	Tools	\$ 72.18
2591	Other Prof Serv.	SCI Consulting Group	Administration Service (CFD)	\$ -
	TOTAL			\$ 467.22
<u>FIXED ASSETS</u>				
4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -
Total District Salaries		(APRIL 2 PAY DAY)		\$ 864.00
Total District EDD		(APRIL 2 PAY DAY)		\$ 13.82
Total District OASDI		(APRIL 2 PAY DAY)		\$ 66.08
				\$ 943.90
DISTRICT TOTALS				\$1,411.12

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - APRIL 2024						
3								
4	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
5	TAXES							
6	9101	Prop Tax - Secured	\$0.00	0.00	0.00	0.00	0.00	
7	9102	Prop Tax - Unsec	\$0.00	0.00	0.00	0.00	0.00	
8	9103	Supp Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
9	9104	Prop Tax Sec Delinquent	\$0.00	0.00	0.00	0.00	0.00	
10	9105	Prop Tax Supp Delinquent	\$0.00	0.00	0.00	0.00	0.00	
11	9106	Prop tax Unitary	\$0.00	0.00	0.00	0.00	0.00	
12	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
13	9130	Prop Tax - Prior Unsec	\$0.00	0.00	0.00	0.00	0.00	
14	9140	Prop Tax - Pently	\$0.00	0.00	0.00	0.00	0.00	
15	9196	RDA Residual	\$0.00	0.00	0.00	0.00	0.00	
16		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
17								
18	INTEREST INCOME							
19	9410	Interest Income	\$300.00	931.00	0.00	1,636.00	-1,336.00	
20		TOTAL	\$300.00	931.00	0.00	1,636.00	-1,336.00	545%
21								
22	USE OF MONEY/PROPERTY							
23	9522	Homeowner Prop Tax	\$0.00	0.00	0.00	0.00	0.00	
24		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
25								
26	IN LIEU TAX							
27	9529	In Lieu Tax	\$0.00	0.00	0.00	0.00	0.00	
28		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
29								
30	MISC. Revenue							
31	9530	Misc. Revenue	\$0.00	0.00	0.00	0.00	0.00	
32		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
33								
34	AID TO LOCAL GOVERNMENT							
35	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
36		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
37								
38	REDEVELOPMENT FUNDS							
39	9533	Redevelopment funds	\$0.00	0.00	0.00	0.00	0.00	
40		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
41								
42	STATE AID							
43	9569	State Aid	\$0.00	0.00	0.00	0.00	0.00	
44		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
45								
46	SPECIAL ASSESSMENT							
47	9603	Special Assessment	\$132,085.00	0.00	0.00	68,334.02	63,750.98	
48		TOTAL	\$132,085.00	0.00	0.00	68,334.02	63,750.98	52%
49								
50	CODE	CLASSIFICATION	BUDGET	MONTH'S	REF/REIM	TO DATE	UNREALIZED	PERCENT
51								
52	9100	Taxes	\$0	0.00	0.00	0.00	0.00	0%
53	9410	Interest Income	\$300	931.00	0.00	1,636.00	-1,336.00	0%
54	9522	Homeowner Prop Tax	\$0	0.00	0.00	0.00	0.00	0%
55	9529	In Lieu Tax	\$0	0.00	0.00	0.00	0.00	0%
56	9530	Misc. Revenue	\$0	0.00	0.00	0.00	0.00	0%
57	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
58	9533	Redevelopmnet Funds	\$0	0.00	0.00	0.00	0.00	0%
59	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
60	9603	Special Assessment	\$132,085	0.00	0.00	68,334.02	63,750.98	52%
61								
62		TOTAL	\$132,385	931.00	0.00	69,970.02	62,414.98	53%
63								
64		GENERAL RESERVED FUND	\$0					
65		CARRY OVER	\$52,643	0.00	0.00	0.00	52,643.00	0%
66								
67		TOTAL BUDGET	\$185,028	931.00	0.00	\$69,970	115,057.98	38%
68								
69								
70		Total Revenue		931.00				
71								
72		Contingency	\$20,000.00	10,000.00	0.00	11,154.75	8,845.25	56%
73								
74								
75								

	A	B	C	D	E	F	G
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT MARCH 2024					
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SERVICES & SUPPLIES						
7	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
8	2505	Actg Svcs	1,500	0.00	1,500.00	0.00	100%
9	2591	Other Prof Svcs	9,902	0.00	9,409.04	492.96	95%
10		TOTAL	11,602	0.00	11,109.04	492.96	96%
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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	Mtnr Wkr-	37,568	0.00	37,567.89	0.11	100%
62	1122	PT Wkr-Seasonal	12,000	864.00	11,082.00	918.00	92%
63		Sub-Total	49,568	\$ 864.00	48,649.89	918.11	98%
64	1210	Retirement	3,005	0.00	3,005.43	-0.43	100%
65	1220	OASDI	3,792	66.08	3,721.70	70.30	98%
66	1230	Insurance	9,623	0.00	9,438.26	184.74	98%
67	1240	Worker's Comp.	6,397	0.00	6,395.75	1.00	100%
68	1250	Unemployment	490	13.82	230.09	259.91	47%
69		Sub-Total	23,308	79.90	22,791.23	516.52	98%
70		TOTAL	72,875	943.90	71,441.12	1,433.63	98%
71	SERVICES & SUPPLIES						
72	2104	Agri/Hort	2,000	0.00	0.00	2,000.00	0%
73	2111	Bldg Mtnr. Svcs	200	0.00	0.00	200.00	0%
74	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
75	2142	Land Imp Supplies	1,600	0.00	0.00	1,600.00	0%
76	2191	Electricity	900	75.56	737.74	162.26	82%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	40,000	249.47	18,559.87	21,440.13	46%
79	2205	Auto Mtnr Svc	750	70.01	320.01	429.99	43%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	72.18	197.05	102.95	66%
82	2236	Fuels & Lubes	2,000	0.00	1,500.00	500.00	75%
83	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
84	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
85	2292	Other Equip Sups	300	0.00	149.03	150.97	50%
86	2314	Clothing	300	0.00	0.00	300.00	0%
87	2444	Medical Supplies	100	0.00	72.70	27.30	73%
88	2591	Other Prof Svc	1,000	0.00	0.00	1,000.00	0%
89		TOTAL	52,050	467.22	21,536.40	30,513.60	41%
90							
91							
92	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
93	FIXED ASSETS						
94	4201	Building Improvement	0	0.00	0.00	0.00	0%
95	4202	Structures & Imp	9,000	0.00	0.00	9,000.00	0%
96	4303	Other Equip	0	0.00	0.00	0.00	0%
97			9,000	0.00	0.00	9,000.00	0%
98							
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	A	B	C	D	E	F	G
113	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
114		DISTRICT TOTALS					
115		SALARIES & BENEFITS					
116	1110	FULL TIME SALARIES	37,568	0.00	37,567.89	0.11	100%
117	1122	PART TIME SALARIES	12,000	864.00	11,082.00	918.00	92%
118	1210	RETIREMENT	3,005	0.00	3,005.43	-0.43	100%
119	1220	OASDI	3,792	66.08	3,721.70	70.30	98%
120	1230	INSURANCE	9,623	0.00	9,438.26	184.74	98%
121	1240	WORKER'S COMP	6,397	0.00	6,395.75	1.00	100%
122	1250	UNEMPLOYMENT	490	13.82	230.09	259.91	47%
123	1000	SALARIES/BENEFITS	72,875	943.90	71,441.12	1,433.63	98%
124							
125		SERVICES & SUPPLIES					
126	2005	Adv/Legal Notice	200	0.00	200.00	0.00	100%
127	2104	AGRI/HORT	2,000	0.00	0.00	2,000.00	0%
128	2111	Bldg Mtnc. Svcs	200	0.00	0.00	200.00	0%
129	2122	Chemical Supplies	150	0.00	0.00	150.00	0%
130	2142	Land Imp Supplies	1,600	0.00	0.00	1,600.00	0%
131	2191	ELECTRICITY	900	75.56	737.74	162.26	82%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	40,000	249.47	18,559.87	21,440.13	46%
134	2205	Auto Mtnc Svc	750	70.01	320.01	429.99	43%
135	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
136	2226	Expend Tools	300	72.18	197.05	102.95	66%
137	2236	FUELS / LUBES	2,000	0.00	1,500.00	500.00	75%
138	2275	Rents & Leases	1,000	0.00	0.00	1,000.00	0%
139	2281	Shop Equip Serv.	100	0.00	0.00	100.00	0%
140	2292	Other Equip Sups	300	0.00	149.03	150.97	50%
141	2314	Clothing	300	0.00	0.00	300.00	0%
142	2444	Medical Supplies	100	0.00	72.70	27.30	73%
143	2505	Accounting	1,500	0.00	1,500.00	0.00	100%
144	2591	OTHER PROF SVCS	10,902	0.00	9,409.04	1,492.96	86%
145	2000	SERVICES/SUPPLIES	63,652	467.22	32,645.44	31,006.56	51%
146							
147		FIXED ASSETS					
148	4201	Building IIM	0	0.00	0.00	0.00	0%
149	4202	STRUCT & IMP	9,000	0.00	0.00	9,000.00	0%
150	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
151	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
152							
153							
154	1000	SALARIES & BENE	72,875	943.90	71,441.12	1,433.63	98%
155							
156	2000	SERVICES & SUPP	63,652	467.22	32,645.44	31,006.56	51%
157							
158	4000	FIXED ASSETS	9,000	0.00	0.00	9,000.00	0%
159							
160		CONTINGENCY	20,000	10,000.00	11,154.00	8,846.00	0%
161			0				
162		RESERVE	30,656	0.00	0.00	0.00	0%
163							
164							
165		TOTAL	196,183	11,411.12	115,240.56	50,286	59%
166							
167							
168							
169							

North Highlands Recreation and Park District
Board Agenda

TO: Crystal Harding, Chairperson
Board of Directors

FROM: Scott Graham, Administrator

DATE: May 9, 2024

SUBJECT: A Resolution of the North Highlands Recreation and Park District's Board of Directors Authorizing the Levy of Special Taxes Within Community Facilities District No. 2016-01 (Elverta Park) for Fiscal Year 2024-2025.

BACKGROUND

Each year the Board of Directors of the North Highlands Recreation and Park District is Required to take formal action approving a Resolution authorizing the collection of special taxes for the Community Facilities District (CFD 2016-01) also known as Elverta Park Subdivision.

DISCUSSION

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

RECOMMENDATION

It is recommended that the Board of Directors of the North Highlands Recreation and Park District adopt Resolution 634 on the 9th day of May, 2024.

RESOLUTION NO. #634

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NORTH HIGHLANDS RECREATION AND PARK DISTRICT
AUTHORIZING THE LEVY OF SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 2016-01 (ELVERTA PARK)
FOR FISCAL YEAR 2024-25**

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

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

WHEREAS it is now necessary and appropriate that this Board provide for the levy and collection of the special taxes for the Fiscal Year 2024-25 for the purpose specified in the Resolution of Formation and the Ordinance, by the adoption of a resolution as specified by the Act and the Ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The foregoing recitals are true and correct.

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

Section 3. In accordance with the Act and the Ordinance, there is hereby levied upon the parcels within the District which are not otherwise exempt from taxation under the Act or the Ordinance special taxes for the Fiscal Year 2024-25 at the developed property special tax rate of \$607.85 per residential unit, which special tax rates do not exceed the maximum special tax rates set forth in the Ordinance. After adoption of this Resolution, the District Administrator, or designee, may make any necessary modifications to these special taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modifications shall not result in an increase in the special tax applicable to any category of parcels and is made prior to the submission of the tax rolls to the Sacramento County Auditor.

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

Section 5. The special tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes except as such procedure may be modified by law and by this Board.

Section 6. The District Administrator is hereby authorized and directed to transmit a certified copy of this Resolution and the Report to the Sacramento County Auditor, together with other supporting documentation as may be required to place said special taxes on the secured property tax roll for the Fiscal Year 2024-25, and to perform all other acts which are required by the Act, the Ordinance, or by law in order to accomplish the purpose of this Resolution.

PASSED AND ADOPTED by the Board of Directors of North Highlands Recreation and Park District at a regular meeting of said Board held on the 9th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

ATTEST:

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