

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

AGENDA

Regular Meeting of the Board of Directors

October 14, 2021 5:15 p.m. – Sierra Creek Park – Regular Meeting

October 14, 2021 6:00 p.m. – District Office – Regular Meeting

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

Phone: (916) 332-7440

WWW.NHRPD.ORG

1. **CALL MEETING TO ORDER**

2. **APPROVAL OF MINUTES**

A. Minutes September 9, 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. Administrators Report

B. Park and Facility Maintenance Report

C. Recreation Report

D. Max Semenenko Resignation Letter

E. Timeline to fill Board of Director's vacancy

7. **CORRESPONDENCE**

A. Letter dated 10/1/21 from Jose Herriquez, Executive Officer of Sacramento Local Agency Formation Commission (Sacramento LAFCo) re: Selection of Special District Commissioner and Alternate Special District Commissioner Term of Office: January 1, 2022 to December 31, 2025.

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

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

9. **UNFINISHED BUSINESS**

None

10. **NEW BUSINESS**

- A. Board Policy No. 4060.1: Amend Current Policy to Allow Board Chairperson to Serve Beyond Current Term Limit of Two-Years – Temporary Amendment to Existing Policy
Board discussion/action to approve staff recommendation.
- B. Board Policy No. 4060.1: Election of the Board Vice Chairperson
Board discussion/action to Elected a New Board Vice Chairperson.
- C. Sacramento LAFCo Selection of Special District Commissioner for Office No. 7 and Alternate Special District Commissioner for Office No. 6 & 7
Board discussion/action in selecting a candidate for Special District Commissioner Office No. 7 and Alternate Special District Commissioner for Office No. 6 &7.

11. **PAYMENT OF THE BILLS**

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

12. **ADJOURNMENT**

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

The next regular meeting of the Board of Directors will be on November 4, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands.

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

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: September 9, 2021

Time: 6:30 p.m.

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

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

Members Absent: Vladimir Valin

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

Guests Present: Lt Dustin Silva, Captain Paul Morrisses, Satded Chand, Diane Richards, Pedro Marquez

CALL MEETING TO ORDER:

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

APPROVAL OF MINUTES:

9/1/21

Motion by Board Member Reynolds seconded by Board Member Harding that the Board of Directors approves the Minutes of the Regular Meeting of August 12, 2021.

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

CHAIRPERSON'S REPORT:

Chairperson Williams stated that the sign board looks great.

Chairperson Williams asked how the yard sale sign-ups were going.

Recreation Superintendent Musser stated yard sale registration was going well. Additional registrations came in earlier today.

Chairperson Williams advised the board that #7 correspondence letter from Sacramento County Treasure Oversight Committee Special District Election Ballot is correct; however, under New Business (E), it is listed as Sacramento LAFCo Nominations and not the Treasury Oversight Committee. The LAFCo item was on last month's agenda, the actual item is the Treasury Oversight Committee Special District Election.

Chairperson Williams introduced the District's newest full time employee, Christine Mesaros. Christine is the new office assistant and will be located at the front desk.

Recreation Superintendent Musser stated that Christine has been with the District for a month now, she spent sixteen years working at the California Water Fowl Association working on hundreds of events up and down the state of California. Sarah stated that she come to the District with a lot of experience.

COMMENTS FROM BOARD MEMBERS:

Board Member Crystal Harding stated that she is so great full for being a live and be here with each and every one of you. She stated that she no longer works for Liberty Towers, she now hospital social worker.

Board Member Harding stated that she is loving all the District social medial, the activities that are going on and the events that the District is hosting.

Board Member Harding stated that she wanted to mention that Social Justice Political Core. They are doing a "report card" for elected city and county officials. This includes the Board of Supervisors and City Council Members.

Board Member Beau Reynolds stated that he is working with Red, Black and Green Coalition to do a neighborhood clean-up here in North Highlands. He stated they are looking for sites in the North Highlands area that need clean-up, please email or call me with possible locations.

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 Max Semenenko; Member Vladimir Valin

Programs, Fees and Charges: Chairperson Max Semenenko; Member Beau Reynolds – under new businesses.

ADMINISTRATOR'S REPORT:

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

- Larry briefly touch on a few of the items in his Administrator's report:
 - SMUD Project Meeting
 - Sacramento Tree Foundation Meeting
 - Sacramento Area Special District Recreation and Park District Boundary Map
 - Larry stated that he would like the Board of Directors to hang around after the meeting to take individual pictures so we can put them on the District Web Site and a group picture with the Resolution that we got from the County Board of Supervisors.

- Electronic Sign Board Dedication
- Board of Directors Required Trainings
- October 14th Board Agenda items
- He reminded the Board that November 11th board meeting will be on November 4th

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

- Scott reported that he would like to update an update.
 - Drinking fountain project at Ridgepoint Park is completed. He wanted to recognize Facility Maintenance Supervisor Sean Kearns and Parks maintenance staff for their hard work in completing the project.

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

CORRESPONDENCE:

This is under new business.

COMMENTS AND REPORTS FROM STANDING CITIZENS AND ORGANIZATIONS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Sacramento County Sheriff's Department Request: Installation of a ShotSpotter Gunshot Detection System on District Property
 Park Superintendent Scott Graham reported with Board Comments that the District was approached by a Senior Project Manager of a Company that is partnering with the Sacramento Sheriff's Department to add a sensor on our building.

Lt Silva, Captain Morrisses, Satded Chand with Board Comments discussed the ShotSpotter Gunshot Detection System and how works. He stated that it is a precision locating devise that will direct Deputies' to shots fired.

9/2/21

Motion by Board Member Semenenko seconded by Board Member Harding that the Board of Directors approves the request made by the Sacramento County Sheriff's Department for the installation of a ShotSpotter Gunshot Detection System on District Property.

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

- B. Board of Directors Service Recognition
Chairperson Williams presented plaques recognizing past Board Members Diane Richards and Pedro Marquez for their years of service with the District.
- C. Scholarship Program Policy
Programs, Fees and Charges Chairperson Max Semenenko reported on the new Scholarship Program Policy with Board Comments.

9/3/21

Motion by Board Member Semenenko seconded by Board Member Harding that the Board of Directors approves the new Scholarship Program Policy as presented.

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

- D. District Refund Policy
Programs, Fees and Charges Chairperson Max Semenenko reported on the changes to the District's Refund Policy.

Administrator Mazzuca reported that the revised policy includes mostly clean up language.

9/4/21

Motion by Board Member Semenenko seconded by Board Member Harding that the Board of Directors approves of the proposed changes to the District's Refund Policy #3080.

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

- E. County of Sacramento Treasury Oversight Committee Special District Representative Election 2021 Ballot – Candidate nominated for Special District Representative of the Sacramento County Treasury Oversight Committee
Chairperson Williams stated that there are two candidates running and the board has to vote on one of them.

9/5/21

Motion by Board Member Harding to nominate Laura Lavallee from Fulton-El Camino Recreation and Park District seconded by Board Member Semenenko that the Board of Directors approves of the nomination for Treasury Oversight Committee Special District Representative Election.

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

PAYMENT OF BILLS

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

9/6/21

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

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

9/7/21

Motion by Board Member Harding seconded by Board Member Semenenko that the Board of Directors approves payment of Cherry Blossom’s August 2021 bills.

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

ADJOURNMENT

Chairperson Williams adjourned the meeting at 7:55 p.m.

DATE, TIME AND PLACE OF MEETING

The next regular meeting of the Board of Directors will be on September 9, 2021 at 6:30 p.m. in the North Highlands Recreation Center, 6040 Watt Avenue, North Highlands, CA

Signature

Signature

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: October 14, 2021

SUBJECT: Administrators Report

SIERRA CREEK PARK TOUR – PRE BOARD MEETING

There will be a tour of Sierra Creek Park at 5:30 p.m. The District will provide transportation to/from the park for those who can meet at the district parking lot. The District van will leave the parking lot at 5:15 pm sharp. If you are unable to get to the District office before the van departs, you can drive on your own to the park site, but parking can be difficult. Please park next to the white District van. We have limited time for the park tour, approximately 30 minutes, so please be on time as there is much to cover. We will not walk the entire 7 acres, but you may want to wear comfortable shoes, such as tennis shoes or hiking boots if you have them. Wear long pants as well due to tall dry grass and stickers. There is a site plan of the park attached to the Administrator's Report.

The plan is to return to the District office by 6:15 pm. Pizza and drinks will be provided for the board and staff. **Please contact Terri on or before October 12th 5:00 pm if you plan on driving yourself to the park.**

STATE OF CALIFORNIA COVID RELIEF APPLICATION SUBMITTAL

The State of California 2021 Budget Act appropriated \$100 million in one-time General Fund money to provide fiscal relief to **independent special districts** for revenue losses or unanticipated costs incurred due to the COVID-19 public emergency. Funds are reserved for districts that have not received other forms of COVID-19 fiscal relief directly from the state or federal government. Each qualifying district that applies will receive an allocation based on its proportionate share of the total unanticipated costs and revenues losses incurred by all districts during the following eligible periods:

- **Revenue Losses:** Revenue losses, from all fund sources, incurred due to COVID-19 public health emergency during the 2020-2021 fiscal year, compared to the revenue from all fund sources in the 2018-19 fiscal year (which serves as the base year for comparison).
- **Unanticipated Costs:** Unanticipated costs incurred due to the COVID-19 public health emergency during the period starting March 4, 2020 and ending June 15, 2021. This aligns with similar federal fiscal reporting timeframes.

- **Allocation Overview Methodology:** Each Independent District's allocation is based on its proportionate share of the total unanticipated costs and revenue losses by all districts during the eligible periods.
- **NHRPD's Anticipated Proportionate Share:** To be determined. It depends on the number of special district's that apply for fiscal relief.
- **Application Process:** Utilizing the state's web portal, special districts will need to submit their completed application from October 1 – October 15, 2021.
- **Fund Disbursement Timeline:**
 - Applications must be submitted to the state by **October 15, 2021**.
 - State Finance Department completes its review and allocation calculation by **November 5, 2021**.
 - State Finance Department submits final allocation to county Auditor-controllers by **November 12, 2021**.
 - Auditor-controller's disburse payments within 30 days of receipt of funding by **January 7, 2022**.
- **Receipt of Payment:** The NHRPD anticipates receiving COVID-19 Relief Funds sometime around early to mid-January 2022.

STATE PARK GRANT STATUS – PROPOSITION 68

As of October 8, 2021, State Parks has not released the names of district's that have successfully secured grant funds from Proposition 68. Staff will advise the District's BOD as soon as we have been notified.

ELECTRONIC SIGN BOARD PHOTO OPPORTUNITY

Upon our return from the Sierra Creek Park tour, there will be a BOD photo opportunity for the new electronic sign board (located at the District Office adjacent to Watt Avenue). We will only have a few minutes, so if you are driving your own vehicle, please be mindful of the time.

NHRPD PARK IMPROVEMENT PUBLIC NOTIFICATION CARD

Staff has placed a District Park Improvement notification card at your work station (October 14 board meeting). Approximately 300 cards were mailed to residents residing within 300 feet of Chardonnay and Ridgepoint Parks. As noticed on the card, staff will soon place all projects on the District's website and will update as changes occur.

Sierra Creek Park Proposed Concept Plan



The project design is currently at a conceptual stage and the exact location of specific project elements may vary.

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

To: Larry Mazzuca, District Administrator
From: Scott Graham, Park and Maintenance Superintendent
Date: October 14, 2021
Subject: Park/Maintenance Report

PARK MAINTENANCE UPDATE:

- Weekly mowing edging, trimming and blowing of all District parks and facilities.
- Completed irrigation repairs (broken sprinkler heads and valves) at Freedom and Chardonnay parks and the Office Complex.
- At Ridgepoint Park, a broken tree limb and branches were safely removed and hauled away (see picture).
- At Cherry Blossom and the Office Complex, shrubs and rose bushes were pruned.
- Staff cleaned and sanitized 245 folding chairs used for classes and building rentals in the Community Center.
- Annual backflow inspections began in September. Eleven parks and numerous backflow assemblies were tested, with one unit failing to pass inspection. That unit will be repaired in October and the remaining four facilities will be inspected.

FACILITY MAINTENANCE UPDATE:

- The drinking fountain install at Ridgepoint Park was completed in September (see picture).
- Numerous building maintenance projects were completed in September: A new range hood and electrical outlet were installed in the Recreation Center kitchen; baseboards in the Recreation Center were caulked and painted; hose bibs located in bathrooms (needed for cleaning and sanitizing the bathrooms) were covered with lock boxes; touch up painting took place in the Recreation and Community Centers; kitchens and bathrooms underwent deep cleanings; plumbing fixtures were caulked and sealed in both buildings.
- At Larchmont Park, a new replacement panel was installed on the 5 – 12 play structure.

INCIDENT/ACCIDENT REPORT UPDATE:

- The following Incident Reports were submitted in September:
 - Multiple structures and amenities at Brock and Chardonnay parks were tagged with graffiti. Staff either removed or painted over the graffiti.

PARK AND FACILITY MAINTENANCE PROJECTS UPDATE:



FEC POP TEAM STAT PROGRAM:

Each month the District receives a summary of activity in District parks from the Fulton-El Camino Police Department. A report summary is listed below for your review. Staff is prepared to answer any questions from members of the Board regarding specific activity in our parks:

Monthly activity report for: North Highlands Park District, **Reporting Period:** 2021-09-01 to 2021-09-30

Summary of enforcement actions

	Park Hours:	3
	Drugs:	1
	Weapons:	0
NTA Issued: 7	Alcohol:	1
	Animals:	0
	Vehicle Code:	1
	Probation Violation:	0
	Other:	1
	Drugs:	
	Weapons:	
Arrests:	Assault/Battery:	
	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
Parking Citations:		19
Warrant Arrests:		4
DUI Arrests:		0
Warnings Issued:		1

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

BOARD AGENDA

TO: Larry Mazzuca, Administrator
FROM: Sarah Musser, Recreation Superintendent
DATE: October 14, 2021
SUBJECT: Recreation Division Report

Expanded Learning Afterschool Program

- Staff continue to receive training from NHRPD and TRUSD. Topics ranging from customer service etiquette, SWOT analysis of enrichments and incentives, and COVID-19 training.
 - SWOT – Strengths, Weaknesses, Opportunities, Threats to success.
- Fun Fridays are continuing to be a hit – staff and students are collaborating to come up with new ideas.

Raccoon Club Afterschool Program

- Averaging 15 student registrations each day for the paid side of the afterschool program
 - Registrants can select Monthly, Weekly, or Daily registration.

Twin Rivers Unified School District Sports

- Staff conducted a coaches meeting for TRUSD staff on August 23
- Waiting to hear back from schools on who can field teams for the season
- A standard league will have three divisions that will play October 11 – November 12
 - 5/6 grade coed
 - 7/8 grade girls
 - 7/8 grade boys

Senior Programs

- Since the District resumed the Senior Bingo program on August 17, the program has averaged 20 participants each week.
- Since the District resumed the Harvestime, a senior social club, on August 19, the program has averaged 15 participants each week
- Since the District resumed the Senior Movie Program, on September 1, the program has averaged 4-8 participants each movie day
 - Staff is working to improve participation numbers

Upcoming Programs

- Staff are prepping for upcoming Recreation programs
 - Fall Park Spotlight
 - Pee Week Basketball Skills & Drills
 - 3x3 Youth Basketball League
- Staff is in the process of developing a marketing, program outreach, and program implementation schedule

Special Events

- Community Yard Sale – Held September 11
 - 11 out of 15 vendor spaces were sold
 - There was a good turnout and had a steady stream of people throughout the event
- COVID Vaccine Clinic – September 13, 20, 27
 - Sacramento County contacted staff on September 26 to arrange a food truck for the final COVID vaccine clinic. The food truck was prepared to give away 200 free meals
- Halloween Extravaganza & Costume Parade on October 16 (10:00am-12:00pm) at the Kay F. Dahill Community Center
 - Working to book vendors and attractions
 - Marketing on Eventbrite, Sac365, Facebook, Instagram, website, school district student outreach, and electronic advertisement board
- Held a giveaway on district social media accounts for four San Francisco Giants tickets received from the Jr. Giants program.
 - Staff are working with the Jr. Giants program to potentially offer a program in the summer.
 - Details and logistics are still being discussed through to determine if it is feasible for the
 - To enter the giveaway, participants needed to do the following to enter
 - Like NHRPD Facebook page
 - Comment on the post with their favorite baseball team
 - Tag a friend in the post
 - The giveaway increased our followers by 29



Larry Mazzuca

From: Max Semenenko <maxsem1@gmail.com>
Sent: Friday, October 1, 2021 1:06 PM
To: Larry Mazzuca
Subject: Resignation Letter.

Hello All,

It is with regret that I am writing to inform you of my decision to resign from my position as the North Highlands Recreation and Park District Board Member, effective immediately 10/1/2021.

My other commitments have become too great for my family and me to be able to fulfill the requirements of my position on the Board.

It has been a pleasure being a part of the Board. I am so proud of all we have accomplished in the past year, and I have no doubt the board will continue these successes in the future.

If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.

*Best Regards,
Max Semenenko*

NORTH HIGHLANDS RECREATION AND PARK DISTRICT

To: Pat Williams, Chairperson
Board of Directors

From: Larry Mazzuca, Administrator

Date: October 14, 2021

Subject: Timeline to fill Board of Director's vacancy



With the recent resignation of NHRPD Board Director Max Semenenko, the District is required by Government Code 1780 (4) and Board Policy 4010.1 to fill the vacancy within sixty (60) days of the resignation date. Max's resignation date is October 1, 2021. Therefore, the Board of Directors must make an appointment by December 1, 2021. If the Board of Directors is unable to make an appointment by December 1, the appointment will be made by the Sacramento County Board of Supervisors. The Board of Supervisors then have (90) to fill the vacancy. If the County BOS fails to fill the vacancy within the (90) time frame, the BOS could require the District to hold a special election to fill the vacancy.

Below is a timeline that will allow the BOD to make an appointment before the December 1, 2021 deadline date.

TIMELINE TO FILL BOARD OF DIRECTORS VACANCY

October 1, 2021

District notified in writing that Max Semenenko resigned from his position as a member of the NHRPD Board of Directors.

October 1, 2021

The (60) day timeline to fill the vacancy starts. The BOD is required to fill this vacancy through the appointment process before December 1, 2021.

October 12, 2021

The District is required to post a notice of the vacancy in three or more conspicuous places in the district at least (15) days before the appointment is made. The District will also post BOD vacancy with the Sacramento Bee for a period of three (3) days. The vacancy notice will be placed on the District website, other social media platforms and the District's electronic sign board. Application information will also be posted in the District Office with copies available to the public after October 12th.

October 12, 2021

District will accept Letters of Interest from applicants from October 12th through October 27th. Letters of Interest must include the following information:

1. Applicants name and address
2. Voter registration status
3. Telephone number and email address
4. Reasons why the applicant wishes to serve on the NHRPD Board of Directors
5. Applicants' Letter of Interest should also specify their involvement in the community.

November 4th

Candidate interviews will be scheduled for the November 4, 2021 Board Meeting. If a candidate is selected by the BOD at the November 4 board meeting, the candidate will be sworn in by the District Administrator and will assume their position on the BOD immediately.

December 1, 2021

This is the (60) deadline for making a board appointment.

OTHER INFORMATION


Applicants must be a registered voter and reside or own property in the District. Proof of voter registration, residency and/or property ownership may be required.



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939
www.saclafco.org

DATE: October 1, 2021

TO: Special Districts' Selection Committee

FROM: José C. Henríquez, Executive Officer 
Sacramento Local Agency Formation Commission

RE: **Selection of Special District Commissioner and Alternate Special District Commissioner**
For the Sacramento Local Agency Formation Commission
Term of Office: **January 1, 2022 to December 31, 2025**

Pursuant to the provisions of Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee for the purpose of selecting a Special District Commissioner [Office No. 7] and Alternate Special District Commissioner [Office No. 6 & 7] to serve on the Sacramento Local Agency Formation Commission is not feasible. Based on past experience, due to the size of the Special District Selection Committee, it has been difficult to establish a quorum. Therefore, the business of the Special District Selection Committee will be conducted in writing, as provided in the cited section code.

Please see the attached Ballot

Please select **one** candidate for Special District Commissioner.

AND

Please select **one** candidate for Alternate Special District Commissioner.

Please return the ballot to the LAFCo office no later than:

4:00 P.M. on WEDNESDAY, NOVEMBER 17, 2021 To be valid, selection of a candidate must be done by a majority vote of the governing board of an Independent Special District in an official meeting of that board and certified by the secretary or clerk of the board.

Any ballot received after the date specified above shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off selection held in the same format as the initial selection. The LAFCo Executive Officer will announce the results of the selection within seven days of the specified date.

If you have questions regarding selection procedures, please contact the Sacramento LAFCo Commission Clerk, Diane Thorpe, at (916) 874-6458.

Return:

Sacramento LAFCo
1112 "I" Street; Suite 100
Sacramento, CA 95814

or e-mail:

Diane.Thorpe@SacLAFCo.org



Ballot

LAFCo Special District Commissioner & Alternate

Commissioner & Alternate Commissioner

Please select one candidate from each COLUMN

Ballot A

Commissioner - Office No. 7

Please select **ONE** candidate **BELOW**

Ballot B

Alternate Commissioner - for Offices No. 6 & 7

Please select **ONE** candidate **BELOW**

Edward J. "Ted" Costa
San Juan Water District

Michael Hanson
Arcade Creek Recreation & Park District

Gay Jones (Incumbent)
Sacramento Metropolitan Fire District

Michael Hanson
Arcade Creek Recreation & Park District

Charlea Moore (Incumbent)
Rio Linda Elverta Recreation & Park District

Ballot must be received by **4:00 pm on Wednesday November 17, 2021**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. *The information below must be complete*

The candidate who receives the most votes will be determined the winner outright.

The LAFCo Executive Officer will announce the results of the election within seven days of the specified date.

Please mail completed ballot to LAFCo Commission Clerk at 1112 "I" Street, Suite 100; Sacramento CA 95814
or send via e-mail to: Diane.Thorpe@SacLAFCo.org

contact Diane Thorpe at (916) 874-6458 if you have any questions.

Name of Special District

Street Address

District Website Address

Date of Meeting

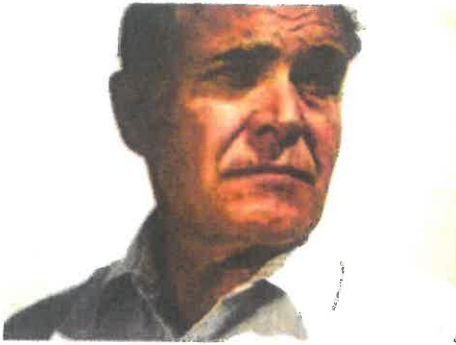
District Phone Number

Signature of Secretary or Clerk of the Board

Phone Number

Print Name

E-mail Address



Resume of Edward J. (Ted) Costa

TESTED AND TRUSTED

TED COSTA IS:

I was born and raised on a family farm in South Natomas and educated in local schools---American River College and UC Davis;

Mentored in politics by the late Paul Gann and Senator S.I. Hayakawa;

Intricately involved in thirteen state-wide initiatives----from Prop. 13 to Re-Redistricting Reform. I drafted three sections of the California State Constitution. I managed 16 lawsuits before the Court of Appeals and Supreme Court. We won 15.

I am currently a board member of the San Juan Water District, a Community Service District that takes American River water, treats it and sends it to water districts in the northeast part of Sacramento County AND at the lowest cost in the entire state.

I live in Citrus Heights with my wife Dr. Jayna and our many animals.

TED COSTA BELIEVES:

Special Districts are the backbone of government. When our water main breaks, we don't call a Legislator. When our power goes out, we don't call a Congressman. We call our Special Districts for all these services. It is so important our special districts are run as efficiently as possible and held accountable to the people. LAFCO is the agency that makes that happen.

LAFCO powers come straight from the Legislature and are rightfully divided up by counties, cities and special districts with the intent of making local governmental subdivisions work more efficiently for the people.

If you vote for me, I will work hard to be a good steward of your trust. Please feel free to contact me: (916) 599-2986, tedcosta@tecosta.com

Michael Hanson, PMP

5668 Rolling Oak Drive
Sacramento, CA 95841

510-386-0345
Sacramento, CA 95841

mhanson2013@outlook.com

Dedicated Project manager and Technical Analyst bringing focus leadership, team building, relationship building, communication, technical skills, innovative approaches, and with critical thinking assess complex problems and work towards solutions. A self-starter with excellent communication skills and solid project management background in the areas of consulting, initiation, requirements gathering and validation, change management, staffing and team building, task estimation, and client interaction. Build strong teams with a focus on delivering on customer needs through teamwork, positive attitude, being well organized, using critical thinking, continuous improvement, conflict resolution, with a hands-on approach, and a single point of contact. Experience managing projects and teams in various environments including Insurance, Government, Technology, and Non-profit.

Experience

Arcade Creek Recreation and Park District

Director

12/2014 – present

- Chair 2015
- Director leading the Master Plan project
- Secretary/Treasurer and member of the Finance committee 2017-2019
- Vice-Chair and member of search committee for new GM (2020)
- Served on Sacramento Special District Advisory Commission (2 terms)

Key accomplishments:

- 1) Worked to get ACRPD out of debt with CalPERS. In 2015, we had a debt with CalPERS of ~500K and today, we are current. This frees up financial capability to equipment and capabilities for our employees and begin to address community needs related to the Parks.
- 2) Part of the team to update a master plan that was 20+ years old. The district needs to have a direction so we can build a patchwork towards the common goal using available resources.
- 3) On the search committee to locate the replacement GM for the district. We found an ideal individual who has a wealth of experience, wanted to come to Sacramento, and would fit in with the current employees.
- 4) I was granted a scholarship to the CARPD Convention in Tahoe. This provided the impetus to pursue a Shine Grant resulting in lighting Arcade Creek Park with LED lighting powered by solar panels.

Benevolent and Protective Order of Elks

Officer Carmichael Elks Lodge #2103

12/2014 – present

Worked in various roles including being elected as "president" twice and elected as a trustee to the board of directors twice. I chaired the operational aspects of the 1300-member Lodge through the COVID-19 shutdowns, etc. Worked with members to keep the finances positive. While we lost ~100 members during COVID, we have recovered almost that many this year and are continuing to grow. The Lodge building was built in the 1960s, 1970s, and 1980s. It has a large footprint on the 9+ acre lot. We have been managing significant costs related to the air conditioning and general upkeep of the buildings.

30+ Years in Data Processing

During my years in data processing, I worked in varied industries: Government/Technical (Stanford Research Institute), Chip Manufacturing (Advanced Micro Devices), Education (University of California at Davis), Insurance (CSAA), and support/outsourcing companies (EDS, HP). During my time in these organizations, I was a developer, team lead, department manager and project manager. The opportunities afforded in these organizations provided the background to aid other organizations in their growth.

Highlights:

- At Stanford Research, I worked on the Headstart Project consolidation of data tracking children across years and schools. This helped provide the winning of the contract related to the Follow-Thru project.
- During my 10 years at AMD, I managed a team supporting Shipping and the fabrication units, managed one of the Computer Operations teams to streamline the processing, and started into Project Management. One of the efforts I completed cut computer report paper usage by over half by isolating the needed reports for the specific organization and eliminating superfluous copies of reports.
- At UC Davis, my team was responsible in supporting the HR/Payroll systems and Departmental Computing. While much of the actual data processing occurred at the Office of the President so all campus reporting was consistent, our role was to deliver the information and support to the various departments on campus. As part of the Departmental Computing effort, we won the contract with the Transportation and Parking Unit to replace their system with one that would be maintained and supported on campus.
- At CSAA, I lead a team supporting Membership systems, brought in new technologies, helped to test and discard one system replacement that did not work consistently, and moved into project management. During my time at CSAA I was part of an outsourcing effort to move all computing support to an external vendor (EDS) while the support team continued to sit at their current desks and support CSAA. This arrangement continued for over 20 years as I was either working for the vendor, EDS then HP, managing the work for CSAA or working for CSAA managing the work being performed by the vendor. We moved data centers, applications, and generally supported the work associated with CSAA until they were finally able to insource their data processing.

Fellow Special District Directors,

I respectfully request your vote to continue as Special District Commissioner, Seat # 7, on the Sacramento County Local Agency Formation Commission. Representing Special Districts on Sacramento LAFCO is a privilege and an honor.

Special Districts represent the most basic connection between citizens and their government. We really are the closest public entity to our community. We provide our neighborhoods with services and responsiveness that are found no where else. This close connection makes it imperative that the voice of Special Districts is heard and represented at our Local Agency Formation Commission. This is why I want to serve on LAFCO.

As the incumbent, there are several areas in which I want to continue to build upon.

The first is the Special District Advisory Committee (SDAC). As a member since inception, I have continued to expand the voice of Special Districts at Sacramento LAFCO. Emphasizing the importance of Municipal Service Reviews, maintaining an open dialogue among Special Districts in our county, and discussing the impacts of proposed LAFCO applications upon Districts are very important to me. Sharing information amongst ourselves contributes to our success, and SDAC facilitates this exchange.

The second is to continue to work closely with the California Special District Association (CSDA). A strong, professional and valuable relationship exists between us. It is very important to continue working together in areas of mutual concern to make Special Districts strong and successful.

A third area is the California Association of Local Agency Formation Commissions (CALAFCO). I have served on the Board of Directors of CALAFCO since 2006. This work informs me on statewide issues that can carry many implications for LAFCOs.

Thank you for your support. Please contact me with any questions or comments you may have.

Sincerely,

Gay Jones, Director
Sacramento Metropolitan Fire District

Special District Commissioner
Sacramento LAFCO.

916-208-0736



Gay Jones (Incumbent)

Sacramento Metropolitan Fire District
10545 Armstrong Avenue, Suite 200
Mather, CA 95655
Phone: (916) 208-0736

STATEMENT OF QUALIFICATIONS

My experience representing Special Districts continues to broaden and deepen. This is reflected by my service as a Sacramento Metropolitan Fire District Director, as a Sacramento County LAFCO Commissioner and as a CALAFCO Board Member.

The challenge to use critical thinking to make decisions never diminishes. It is hard work to investigate and study all aspects surrounding an issue. Asking questions and listening to the replies requires a commitment to weigh, measure and balance all the information. That analysis, in turn, must be informed by sound public policy.

My goal is to support this process where critical thinking joins sound public policy resulting in good decisions.

EXPERIENCE

- 2000 – Present: Director for Sacramento Metropolitan Fire District
- 1981 – 2006: Sacramento Fire Department (Retired Captain)
- 1973 – 1979: United States Peace Corps

LAFCo Experience

- 2006 – Present: Special District Commissioner for Sacramento LAFCo
- 2004 – 2006: Alternate Commissioner for Sacramento LAFCo

CALACFO State Level Experience

- 2006 – Present: Board Member for California Association of LAFCo (CALAFCO)

- 2013 – 2018 : Executive Board Member, CALAFCO
- 2015: Chair for CALAFCO Annual Conference

EDUCATION AND CERTIFICATES

- Master's Degree, California State University, Sacramento
- Bachelor of Science, Lewis and Clark College
- Associate Degree, American River Community College
- Chief Officer Certification, California State Board of Fire Service
- Special District Leadership and Management Certification, Special District Institute

COMMUNITY ACTIVITIES

- Chair, Cordova Community Planning Advisory Council, Sacramento County
- Steering Committee Member, Butterfield Riviera East Community Association (BRECA) since 1998
- Member, American River Parkway Coalition

Charlea R Moore

8840 El Verano Ave. • Elverta, CA 95626

Phone 916-991-0338 (home)

Cell 916-275-3275 (best contact)

Email - Charhorseranch@aol.com

Applicant Statement for the Special District LAFCO Representative

I moved from Glassboro New Jersey to Rio Linda Elverta in 1981, along with my 3 year old daughter and my husband.

Almost immediately I became involved with Sacramento County Service Area #3 which was the forerunner of our current independant Parks and Recreation District serving the Rio Linda Elverta Communities. This involvement was the result of reading a statement in the local paper, indicating that the Parks Advisory Board had determined that there were sufficient equestrian trails in the area. I was very happy to advocate for additional trails and in the process begin my education in local governance processes.

Over the next several decades I was appointed to numerous County and Local advisory boards, steering committees and ad hoc committees. My interest expanded to include growth issues, flood issues and agriculture/suburban/urban issues.

I learned a great deal about how government works and how Special Districts fit into the process. I became a strong advocate for local governance after going through 3 incorporation attempts in the Rio Linda Elverta communities and in the education process I switched from anti-incorporation to pro-incorporation for unincorporated communities.

In about 1992 I was appointed to the RLE CPAC in and served during the Community Plan Update. I am familiar with the governance process and with procedures for arriving at a decision as a board member. I have served several terms on CPAC under four different County Supervisors since that initial appointment. All of these experiences were very educational for me.

In 2002 I successfully ran for the Rio Linda Elverta Recreation and Parks District. I truly enjoyed and have greatly benefited from the experience of becoming an elected board member. I ran again in 2016 and am currently serving as Secretary for the RLE Recreation and Parks District.

I believe that my history in the community and experience as an elected public official will be an asset for Special Districts as a LAFCO Special District Board member.

Thank you,

Charlea R. Moore

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: October 14, 2021

SUBJECT: Board Policy No. 4060.1: Amend Current Policy to Allow Board Chairperson to Serve Beyond Current Term Limit of Two-Years – Temporary Amendment to Existing Policy



BACKGROUND

Board Policy No. 4060.1 states that the term of the Chairperson is limited to two-consecutive one year terms not to exceed two years total.

DISCUSSION

As the board is aware, there have been an abnormal number of recent board resignations in our district. From August 2020 to October 2021, a total of three board members have resigned (Zach Smith, Alan Matré and Max Semenenko).

In addition, since November 2020, there have been three newly elected board members and an appointment of a fourth board member (Vladi Valin), all of whom have less than one year of service in their capacity as Directors. With the recent resignation of Max Semenenko, the district will embark once again on its second recruitment in the past three months to fill another vacancy on the board.

Board Chairperson Pat Williams is keenly aware of these many changes affecting our board resulting from these resignations and the impact these changes are having on district operations and employee morale. Because of this, he asked that I place Board Policy No. 4060.1 on the agenda to determine if the remaining board members would be willing to agree to temporarily suspend a section of this policy that limits the term of the Chairperson to two years total. The proposed change would be to suspend the existing two year term limit for a period of time not to exceed two additional years. After two years, the current policy limiting the Chairperson term to two years would be reinstated.

RECOMMENDATION

Staff recommends that the Board of Directors temporarily suspend a provision of Policy No. 4060.1 limiting the Chairperson to two one year terms not to exceed two years total. The recommended change to this policy will allow the Chairperson to serve an additional two-year term of office for calendar years 2022 and 2023. In December 2023, this policy will revert back to the limit of two-consecutive one year terms not to exceed two years total as noted in current Policy No. 4060.1.

POLICY TITLE:

BOARD OFFICERS

POLICY NUMBER: 4060

① → **4060.1** The officers of the Board shall consist of a Chairperson, Vice-chairperson and Secretary. At its regular meeting in the month of December, the Board shall elect a Chairperson, Vice-Chairperson and Secretary. The term of the Chairperson is limited to two-consecutive one year terms not to exceed two years total. The term for the Vice Chairperson and Secretary is one year. In the event of a vacancy, the office may be filled immediately by election of the Board. The Chairperson and Vice-Chairperson must be directors. The secretary may be a director or a staff person.

The Chairperson shall have the following duties:

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

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

The Secretary shall have the following duties:

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

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

NORTH HIGHLANDS RECREATION AND PARK DISTRICT


BOARD AGENDA

TO: Pat Williams, Chairperson
Board of Directors

FROM: Larry Mazzuca, Administrator

DATE: October 14, 2021

SUBJECT: Board Policy No. 4060.1: Election of Board Vice Chairperson



BACKGROUND

Board Policy No. 4060.1 states that in the event of a vacancy, the office may be filled immediately by election of the Board.

DISCUSSION

The recent resignation of Board Director Max Semenenko has created a vacancy for the position of Vice Chairperson. Per Board Policy No. 4060.1, the Board “may” filled immediate by the board through a board election process.

Option No. 1: Through an election process, the BOD may choose to fill the current vacancy. If this is the selected process, the Chairperson will open the election process by accepting nominations from the Board. Once nominations have been made, the board will take a vote on each of the nominees until a candidate receives a majority of the vote. The elected Vice Chairperson will assume the new position immediately. If any candidate does not receive a majority vote, the position will remain vacant until the December board meeting.

Option No. 2: New Board Officers are scheduled to be elected during the December 2021 regular board meeting. The board “may” decide to leave the current Vice Chairperson position vacant until the December election. If the board selects this option, the Board Secretary would assume the role of Chairperson in the event the Chairperson is unavailable to assume his/her role and duties.

RECOMMENDATION

Staff has presented the options available to the BOD to fill the vacant Vice Chairperson position. Staff is not forwarding a recommendation, as the selected process for filling the vacant Vice Chairperson is a decision of the Board.

POLICY TITLE: BOARD OFFICERS

POLICY NUMBER: 4060

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

2

The Chairperson shall have the following duties:

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

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

The Secretary shall have the following duties:

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

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

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2021
(Bills paid in September 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	Voya	Sep-21	\$ 3,664.27
1230	Insurance	California Choice	Oct-21	\$ 6,649.45
1230	" " "	CoPower	Oct-21	\$ 1,056.00
1240	Workers' Comp	CAPRI	1ST QTR.	\$ 9,039.25
Total				20,408.97
<u>SERVICES & SUPPLIES</u>				
2005	Adv/Legal Notice	Sac Bee	Legal Notice/Board Member Adv.	\$ 476.72
2039	Emp Trans - Mileage	Graham, Scott	Aug 2021	\$ -
2039	" " "	Musser, Sarah	Aug 2021	\$ 87.47
2039	" " "	Robertson, Rachel	Aug 2021	\$ 33.32
2039	" " "	Mesarsos, Christine	Aug 2021	\$ 15.46
2061	Membership	CAPRCBM	Membership	\$ 250.00
2061	" " "	USBank	Membership Sarah/Rachel	\$ 300.00
2076	Office Sup	Caltronics	Copies	\$ 312.98
2076	" " "	USBank	Amazon (supplies)	\$ 47.28
2076	" " "	Walkers	Supplies	\$ 388.43
2076	" " "	Walkers	Supplies	\$ 33.74
2076	" " "	Caltronics	Copies	\$ 137.01
2085	Printing	ABC Printing	Letter Head, Business cards	\$ 378.20
2111	Bldg Maint. Serv.	USBank	Stice Lock, J&J Locksmith (Padlocks/Keys)	\$ 261.83
2112	Bldg Maint. Sup	Grainger	Supplies	\$ 139.00
2112	" " "	Home Depot	Supplies	\$ 74.86
2112	" " "	Home Depot	Supplies	\$ 242.31
2112	" " "	Home Depot	Credit	\$ (148.24)
2112	" " "	Home Depot	Supplies	\$ 181.22
2112	" " "	Home Depot	Supplies	\$ 170.00
2112	" " "	Home Depot	Supplies	\$ 26.57
2112	" " "	USBank	M&M Materails (supplies)	\$ 218.93
2112	" " "	Home Depot	Supplies	\$ 18.76
2142	Land Imp Sup	Sprinkler Service	Supplies	\$ 1,340.44
2168	Plumbing	Home Depot	Supplies	\$ 23.67
2168	" " "	Home Depot	Supplies	\$ 279.63
2168	" " "	USBank	CalSteam (supplies	\$ 1,400.00
2191	Electric	SMUD	3548415 3244 Freedom Park	\$ 170.91
2191	" " "	SMUD	7000000346 District	\$ 2,718.93
2191	" " "	SMUD	2919472 Rec/Dudley BLDG 1472	\$ 80.59
2191	" " "	SMUD	2733018 Aztec	\$ 795.26
2191	" " "	SMUD	3548415 3244 Freedom Park	\$ 170.91
2192	Nat'l Gas	PG&E	8802679102-5 3829 Stephen Drive	\$ 8.03
2192	" " "	PG&E	2198624112-9 7916 Aztec BLDG 518	\$ 43.86
2192	" " "	PG&E	0593497194-5 7916 Aztec BLDG 5360	\$ 8.32
2193	Refuse	Republic Servie	3929 Karl, 7916 Aztec Way, 6040 Watt	\$ 423.07
2193	" " "	Public Works	Dump	
2195	Sewage	Sac Utilities	3929 Karl Dr.	
2195	" " "	Sac Utilities	3911 Blackfield Dr.	
2195	" " "	Sac Utilities	2802 Perrin	\$ 200.11
2195	" " "	Sac Utilities	3843 Bainbridge	
2195	" " "	Sac Utilities	7916 Aztec	
2195	" " "	Sac Utilities	6040 Watt	

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2021
(Bills paid in September 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
2197	Tele & Teleg	AT&T	Service - Capehart	\$ 84.89
2197	" " "	Comcast	Service - Shop	\$ 89.83
2197	" " "	Comcast	Service - District	\$ 279.81
2197	" " "	Telepacific	Service	\$ 1,180.81
2197	" " "	AT&T	Service - Capehart	\$ 74.90
2198	Water	Sac Suburban	Memorial, Larchmont, Brock #1, Brock #2, Navaho Bldg 518, Navaho bldg 539, Navaho/chip Karl Dr., Strizek, Karl&Rosario, Pianehaven, Wings	\$ 5,814.73
2198	" " "	Sac Suburban	Way, 6040 Watt, Freedom, Softball Complex	\$ 5,405.97
2198	" " "	CA/American	Chardonay	\$ 1,754.29
2198	" " "	CA/American	Sierra	\$ 1,055.15
2205	Auto Maint. Serv	Cell Energy	Supplies	\$ 96.51
2205	" " "	J&T Auto Repair	Service	\$ 200.00
2205	" " "	Cell Energy	Supplies	\$ 140.41
2226	Expend Tools	Home Depot	Tools	\$ 55.24
2226	" " "	Home Depot	Tools	\$ 106.67
2226	" " "	CH Mowers	Tools	\$ 287.55
2226	" " "	CH Mowers	Tools	\$ 218.68
2275	Rents & Leases	Alhambra	Water service	\$ 345.90
2275	" " "	CIT - Avaya	Phone Equipment	\$ 432.18
2275	" " "	USBank	United Service (porta potties)	\$ 891.81
2275	" " "	Alhambra	Water service	\$ 151.78
2275	" " "	Sentry Alarm	CC Monitoring	\$ 575.69
2275	" " "	DLL Financial	Copier	\$ 186.28
2292	Other Equip. Supplies	Fountain People, Inc.	Water Fountain	\$ 1,564.92
2292	" " "	Dave Bang Assoc.	Supplies	\$ 185.08
2292	" " "	Miracle Playsystem	Supplies	\$ 167.22
2314	Clothing	USBank	Tractor Supplies (supplies)	\$ 107.74
2322	Custodial Sup	A1 Janitorial	Janitorial Supplies	\$ 324.00
2322	" " "	A1 Janitorial	Janitorial Supplies	\$ 820.74
2332	Food	USBank	Smart&Final/Chipotle(Harvestime, Staff Appreciation)	\$ 44.30
2444	Medical Supplies	Walkers Exp.	COVID Supplies	\$ 30.13
2444	" " "	Walkers Exp.	COVID Supplies	\$ 30.13
2444	" " "	Walkers Exp.	COVID Supplies	\$ 30.13
2444	" " "	USBank	Walgreens/UA Sportsmask, Etsy, (COVID Testing Supplies/Masks)	\$ 410.71
2505	Accounting	CLA	2020/2021 Audit	\$ 8,260.00
2531	Legal Service	Bart., Kron., Shan.	Aug-21	\$ 532.50
2591	Other Prof Serv.	DOJ	Maint. & Rec Fingerprints	\$ 64.00
2591	" " "	Redlingshafer, Don	Board Meeting video	\$ 100.00
2591	" " "	USBank	MetroFire, Terminix, Whenwork, Streamline, Zoom, Adobe, Amazon, VistaPrint, Post It, Microsoft, (Reports, Service, Scheduler, Prog.)	\$ 798.44
2591	" " "	Med7	Physical	\$ 95.00
2591	" " "	DLL Financial	Property Tax	\$ 26.29
2591	" " "	Backflow Tech	19 Backflow test	\$ 1,254.00
2591	" " "	Rocket Design	Post Cards	\$ 265.75
2591	" " "	Sac County Taxes	Rosario Blvd	\$ 150.68
2591	" " "	Sac County Taxes	7781 Watt Avenue - Sierra Creek	\$ 246.90
2591	" " "	Sac County Taxes	3811 Stephen Drive - Strizek	\$ 105.08
2591	" " "	Sac County Taxes	Karl Drive	\$ 15.90
2591	" " "	Sac County Taxes	3929 Karl Drive	\$ 12.64

NORTH HIGHLANDS RECREATION & PARK DISTRICT
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2591	Other Prof Serv.	Sac County Taxes	Wings Way - Planehaven	\$ 30.76
2591	" " "	Sac County Taxes	Planehaven	\$ 37.82
2591	" " "	Sac County Taxes	Field Street - Ruth Inman	\$ 236.32
2591	" " "	Sac County Taxes	3601 Wings Way	\$ 59.24
2591	" " "	Sac County Taxes	3951 Blackfield Drive - Memorial	\$ 139.34
2591	" " "	Sac County Taxes	3730 Antelope Road - Brock Park	\$ 135.56
2591	" " "	Sac County Taxes	Tipwood Drive - Ridgepoint	\$ 356.98
2591	" " "	Sac County Taxes	Cherbourg Drive - Chardonay	\$ 280.90
2851	Recreation Serv	USBank	Sac4Kids(SKC)	\$ 49.00
			Amazon, Smart&Final, Walgreens, Fun	
2852	Recreation Sup	USBank	Express, (Raccoon Club, Harvestime)	\$ 201.74
			(Merchant Fees- Sep \$44.95/Aug - Bank	
2898	Other Oper Exp	NHRPD - BANK FEES	Fees \$55.41/Sept - Active Fee \$269.59)	\$ 369.95
2898	" " "	USBank	Sac County (parking)	\$ 5.25
TOTAL				\$ 48,283.80

FIXED ASSETS

4201	Building Improvement			
4202	Structures	All Star Rents	Ridgepoint	\$ 244.88
4202	" " "	All Star Rents	Ridgepoint	\$ 277.86
4202	" " "	All Star Rents	Ridgepoint	\$ 110.79
4202	" " "	Home Depot	Ridgepoint	\$ 163.40
4202	" " "	Home Depot	Ridgepoint	\$ 70.35
4202	" " "	Miracle Playsystems	Freedom Park	\$ 1,309.78
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	MDF	Ridgepoint	\$ 4,696.90
4202	" " "	Steve's Rock	Ridgepoint	\$ 18.86
4202	" " "	Steve's Rock	Ridgepoint	\$ 75.43
4202	" " "	Steve's Rock	Ridgepoint	\$ 113.14
4303	Equipment			
TOTAL				\$ 7,609.40

Total District Salaries	(SEPTEMBER 2 PAY DAY)	\$ 64,755.99
Total District EDD	(SEPTEMBER 2 PAY DAY)	\$ 226.24
Total District OASDI	(SEPTEMBER 2 PAY DAY)	\$ 4,886.48
		\$ 69,868.71

DISTRICT TOTALS

\$146,170.88

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2021
(Bills paid in September 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>		<u>AMOUNT</u>
9429	Building Rentals			\$	-
9646	Rec Fees & Charges	Woodridge, Savonn	Park Cancellation	\$	140.00

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

NORTH HIGHLANDS RECREATION & PARK DISTRICT
BILLING REPORT OCTOBER 2021
(Bills paid in September 2021)

<u>CODE</u>	<u>CLASSIF.</u>	<u>VENDOR</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
<u>BENEFITS</u>				
1210	Retirement	VOYA	Sep-21	\$ 265.65
1230	Insurance	CALIFORNIA CHOICE	Oct-21	\$ 542.62
1230	" " "	COPOWER	Oct-21	\$ 88.00
1240	" " "	CAPRI	2ND QTR	\$ 500.10
	Total			1,396.37

SERVICES & SUPPLIES

2005	Adv./Legal Notice			\$ -
2142	Land Imp Sup			\$ -
2191	Electric	SMUD	6696230 7955 Bing Drive PED	\$ 23.90
2191	" " "	SMUD	6696231 7931 Scotland Dr PED	\$ 23.77
2198	Water	CA/American	Cherry Blossom Park 7930 Little Plum IRRG	\$ 128.23
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive	\$ 9.00
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 1,912.56
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 3,219.14
2198	" " "	CA/American	Cherry Blossom Park 7866 Bing Drive IRRG	\$ 1,622.43
2198	" " "	CA/American	Cherry Blossome Park 2794 Napoleon IRRG	\$ 2,460.60
2505	Accounting	CLA	2020/2021 Audit	\$ 1,500.00
2591	Other Prof Serv.	SCI	CFD Filing Special Tax Levies	\$ 5,690.00
2591	" " "	Sac County Taxes	Bing Court	\$ 54.46
2591	" " "	Sac County Taxes	Bing Drive	\$ 54.46
	TOTAL			\$ 16,698.55

FIXED ASSETS

4201	Building Improvement			\$ -
4202	Structures			\$ -
4303	Equipment			\$ -
	TOTAL			\$ -

Total District Salaries	(SEPTEMBER 2 PAY DAY)	\$ 3,320.62
Total District EDD	(SEPTEMBER 2 PAY DAY)	\$ 254.03
Total District OASDI	(SEPTEMBER 2 PAY DAY)	\$ -
		\$ 3,574.65

DISTRICT TOTALS **\$21,669.57**

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

	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	360.00	0.00	360.00	-360.00	
82	9646	2nd-3rd 3x3 Bball	\$0.00	330.00	0.00	330.00	-330.00	
83	9646	4th-5th 3x3 Bball	\$0.00	165.00	0.00	165.00	-165.00	
84	9646	6th-7th 3x3 Bball	\$0.00	220.00	0.00	220.00	-220.00	
85	9646	Youth Volleyball League	\$0.00	0.00	0.00	0.00	0.00	
86	9646	Youth Dodgeball	\$0.00	0.00	0.00	0.00	0.00	
87	9646	Cheer	\$0.00	0.00	0.00	0.00	0.00	
88	9646	Pee Wee Sports Camp	\$0.00	0.00	0.00	0.00	0.00	
89		TOTAL	\$25,000.00	1,075.00	0.00	1,075.00	23,925.00	0%
90								
91	ADULT SPORTS							
92	9646	Coed Power Volleyball-Monday	\$0.00	0.00	0.00	0.00	0.00	
93	9646	Adult Basketball	\$0.00	0.00	0.00	0.00	0.00	
94		TOTAL	\$8,000.00	0.00	0.00	0.00	8,000.00	0%
95								
96	TAXES							
97	9101	Prop Tax - Secured	\$1,542,500.00	0.00	0.00	0.00	1,542,500.00	
98	9102	Prop Tax - Unsec	\$56,000.00	0.00	0.00	0.00	56,000.00	
99	9103	Supp Prop Tax	\$41,000.00	0.00	0.00	0.00	41,000.00	
100	9104	Prop Tax Sec Delinquent	\$12,000.00	0.00	0.00	0.00	12,000.00	
101	9105	Prop Tax Supp Delinquent	\$2,000.00	0.00	0.00	0.00	2,000.00	
102	9106	Prop tax Unitary	\$8,700.00	0.00	0.00	0.00	8,700.00	
103	9120	Prop Tax Secured Redemp	\$0.00	0.00	0.00	0.00	0.00	
104	9130	Prop Tax - Prior Unsec	\$1,000.00	0.00	0.00	0.00	1,000.00	
105	9140	Prop Tax - Pently	\$400.00	0.00	0.00	0.00	400.00	
106	9196	RDA Residual	\$17,000.00	0.00	0.00	0.00	17,000.00	
107	9199	Taxes Other	\$0.00	0.00	0.00	0.00	0.00	
108		TOTAL	\$1,680,600.00	0.00	0.00	0.00	1,680,600.00	0%
109								
110	INTEREST INCOME							
111	9410	Interest Income	\$8,000.00	0.00	0.00	0.00	8,000.00	
112		TOTAL	\$8,000.00	0.00	0.00	0.00	8,000.00	0%
113								
114	USE OF MONEY/PROPERTY							
115	9522	Homeowner Prop Tax	\$12,900.00	0.00	0.00	0.00	12,900.00	
116		TOTAL	\$12,900.00	0.00	0.00	0.00	12,900.00	0%
117								
118	IN LIEU TAX							
119	9529	In Lieu Tax	\$100,000.00	0.00	0.00	0.00	100,000.00	
120		TOTAL	\$100,000.00	0.00	0.00	0.00	100,000.00	0%
121								
122	MISC. Revenue							
123	9530	Misc. Revenue	\$71,352.00	4,250.40	0.00	4,250.40	67,101.60	
124		TOTAL	\$71,352.00	4,250.40	0.00	4,250.40	67,101.60	6%
125								
126	AID TO LOCAL GOVERNMENT							
127	9531	Aid to Local Government	\$0.00	0.00		0.00	0.00	
128		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
129								
130	REDEVELOPMENT FUNDS							
131	9533	Redevelopment Passthu	\$9,500.00	0.00	0.00	0.00	9,500.00	
132		TOTAL	\$9,500.00	0.00	0.00	0.00	9,500.00	0%
133								
134	STATE AID							
135	9569	State Aid	\$0.00	0.00		0.00	0.00	
136		TOTAL	\$0.00	0.00	0.00	0.00	0.00	0%
137								
138								
139								
140								
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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	0.00	0.00	0.00	25,000.00	0%
159	9646	Rec Fees & Charges	\$125,000	7,929.00	(140.00)	23,731.60	101,268.40	19%
160	9100	Taxes	\$1,680,600	0.00	0.00	0.00	1,680,600.00	0%
161	9410	Interest Income	\$8,000	0.00	0.00	0.00	8,000.00	0%
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	4,250.40	0.00	4,250.40	67,101.60	6%
165	9531	Aid to Local Government	\$0	0.00	0.00	0.00	0.00	0%
166	9533	Redevelopmnet Funds	\$9,500	0.00	0.00	0.00	9,500.00	0%
167	9569	State Aid	\$0	0.00	0.00	0.00	0.00	0%
168	9690	Lease Property	\$123,400	10,301.20	0.00	30,669.60	92,730.40	25%
169	9790	Revenue Other	\$1,300	0.00	0.00	31,359.00	-30,059.00	2412%
170		TOTAL	\$2,157,052	22,480.60	-140.00	90,010.60	2,067,041.40	4%
171								
172		GENERAL RESERVED FUND	\$0					
173		CARRY OVER	\$381,390	0.00	0.00	0.00	0.00	0%
174								
175		TOTAL BUDGET	\$2,538,442	22,480.60	-140.00	\$90,011	2,448,431.40	4%
176								
177		Scholarship		0.00				
178		ADA Subsidiary		0.00	0.00			
179		Field Deposit - Brock Park		0.00				
180		Field Deposit - Softball Complex		0.00				
181		Field Deposit - Capehart		0.00				
182		Bldg Deposit		0.00	0.00			
183		Bldg Guards		0.00				
184		Bldg Ins. Subsidiary		0.00				
185				0.00				
186								
187	2191	SMUD Reim - Something Extra		380.00				
188	2192	PG&E Reim - Something Extra		10.00				
189	2193	Republic Serv. Reim - Something		90.00				
190	2195	Sewage Reim - Something Extra		240.00				
191	2198	Water Reim - Something Extra		100.00				
192				820.00				
193								
194								
195		Total Revenue		23,300.60				
196								
197								
198								
199		Program/Scholarship Donations	\$0.00	0.00	0.00	553.39	-553.39	
200								
201		District ADA Account	\$0.00	0.00	0.00	9,764.79	-9,764.79	
202		055000000	\$0.00	0.00	0.00	7,842.80	-7,842.80	
203		Contingency	\$150,000.00	0.00	0.00	0.00	150,000.00	
204		Park Dedication Acct 088L	\$0.00	0.00	0.00	14,100.71	-14,100.71	
205		Park Fees 346I	\$0.00	0.00	0.00	1,333,691.03	-1,333,691.03	
206		District Reserve Acct	\$0.00	0.00	0.00	986,100.00	-986,100.00	

	A	B	C	D	E	F	G	H
1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK						
2		REVENUE REPORT - SEPTEMBER 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	0.00	346.00	
20		TOTAL	\$346.00	0.00	0.00	0.00	346.00	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	0.00	346.00	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	0.00	122,238.00	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	\$0	147,063.00	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 - SEPTEMBER 2021						
3							
4	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
5	ADMINISTRATION						
6	SALARIES & BENEFITS						
7	1110	Administrator	114,955	8,855.35	30,911.54	84,043.46	27%
8	1110	Office Manager	62,028	4,774.46	16,690.61	45,337.39	27%
9	1122	Board of Directors	8,500	450.00	1,750.00	6,750.00	21%
10		Sub-Total	185,483	14,079.81	49,352.15	136,130.85	27%
11	1210	Retirement	14,159	1,090.39	3,808.19	10,350.81	27%
12	1220	OASDI	14,189	995.17	3,529.65	10,659.35	25%
13	1230	Insurance	31,986	2,556.01	7,668.03	24,317.97	24%
14	1240	Worker's Comp.	3,000	347.00	694.00	2,306.00	23%
15	1250	Unemployment	490	0.00	0.00	490.00	0%
16		Sub-Total	63,824	4,988.57	15,699.87	48,124.13	25%
17		TOTAL	249,308	19,068.38	65,052.02	184,255.98	26%
18							
19	SERVICES & SUPPLIES						
20	2005	Ad/Leg	1,000	631.72	1,051.47	-51.47	105%
21	2022	Bks/Subs	150	0.00	0.00	150.00	0%
22	2029	Bus Conf Exp	5,000	0.00	2,118.92	2,881.08	42%
23	2035	Educ/Trng	3,000	0.00	0.00	3,000.00	0%
24	2039	Empl Trans	1,000	0.00	236.32	763.68	24%
25	2051	Insurance	91,000	0.00	49,356.00	41,644.00	54%
26	2061	Memberships	9,815	250.00	3,305.00	6,510.00	34%
27	2076	Office Sups	7,000	872.16	4,116.74	2,883.26	59%
28	2081	Postage	1,000	0.00	46.35	953.65	5%
29	2085	Printing	500	378.20	648.44	-148.44	130%
30	2197	Tele & Teleg	19,992	1,460.62	4,329.68	15,662.32	22%
31	2261	Office Equip Mtnc	7,500	0.00	2,681.03	4,818.97	36%
32	2275	Rents & Leases	10,940	618.46	2,236.28	8,703.72	20%
33	2332	Food Sups	600	0.00	164.33	435.67	27%
34	2444	Medical Supplies	2,000	90.39	90.39	1,909.61	5%
35	2505	Actg Svcs	28,900	8,260.00	8,260.00	20,640.00	29%
36	2531	Legal Svcs	10,000	532.50	2,126.00	7,874.00	21%
37	2591	Other Prof Svcs	60,962	2,332.01	3,142.25	57,819.75	5%
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	375.20	1,075.94	14,924.06	7%
42		TOTAL	276,359	15,801.26	84,985.14	191,373.86	31%
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							
50							
51							
52							
53							
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57							

	A	B	C	D	E	F	G
58	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
59	RECREATION						
60	SALARIES & BENEFITS						
61	1110	Superintendent-Sarah	74,304	5,542.79	19,143.54	55,160.46	26%
62	1110	Supervisor-Rachel	56,304	4,130.16	14,435.56	41,868.44	26%
63	1110	Office Assistant-Christine	41,880	3,686.00	6,450.60	35,429.40	15%
64	1122	Part Time	75,560	1,460.50	14,428.57	61,131.43	19%
65	1122	Part Time Ases	<u>68,440</u>	<u>7,055.39</u>	<u>9,509.65</u>	<u>58,930.35</u>	14%
66		Sub-Total	<u>316,488</u>	<u>21,874.84</u>	<u>63,967.92</u>	<u>252,520.08</u>	20%
67	1210	Retirement	13,799	773.83	2,686.32	11,112.68	19%
68	1220	OASDI	24,211	1,729.55	5,066.82	19,144.18	21%
69	1230	Insurance	21,034	1,877.89	4,053.09	16,980.91	19%
70	1240	Worker's Comp	7,127	1,252.25	2,504.50	4,622.50	35%
71	1250	Unemployment	<u>5,775</u>	<u>121.86</u>	<u>289.35</u>	<u>5,485.65</u>	5%
72		Sub-Total	<u>71,945</u>	<u>5,755.38</u>	<u>14,600.08</u>	<u>57,344.92</u>	20%
73		TOTAL	388,433	27,630.22	78,568.00	309,865.00	20%
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	425.32	74.68	85%
79	2035	Educ/Trng	500	0.00	0.00	500.00	0%
80	2039	Empl Trans	1,000	136.25	875.51	124.49	88%
81	2061	Memberships	300	300.00	300.00	0.00	100%
82	2065	Film Svcs	0	0.00	0.00	0.00	0%
83	2076	Office Svcs	500	47.28	47.28	452.72	9%
84	2081	Postage	0	0.00	0.00	0.00	0%
85	2085	Printing	1,000	0.00	0.00	1,000.00	0%
86	2197	Tele & Teleg	0	0.00	0.00	0.00	0%
87	2275	Rents & Leases	0	0.00	0.00	0.00	0%
88	2314	Clothing	4,000	0.00	0.00	4,000.00	0%
89	2332	Food	2,000	44.30	126.20	1,873.80	6%
90	2444	Med Svcs	1,500	410.71	410.71	1,089.29	27%
91	2591	Other Prof Svcs	4,000	420.84	908.85	3,091.15	23%
92	2851	Rec Svcs	5,000	49.00	453.85	4,546.15	9%
93	2852	Rec Svcs	9,000	201.74	968.83	8,031.17	11%
94	2871	Transportation	0	0.00	0.00	0.00	0%
95	2898	Other Oper Exp	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0%
96			<u>29,300</u>	<u>1,610.12</u>	<u>4,516.55</u>	<u>24,783.45</u>	15%
97							
98	4303	Office Equipment	0	0.00	0.00	0.00	0%
99			0	0.00	0.00	0.00	0%
100							
101							
102							
103							
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	A	B	C	D	E	F	G
115	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
116	MAINTENANCE						
117	SALARIES & BENEFITS						
118	1110	Superintendent-Scott	77,988	6,002.16	20,987.56	57,000.44	27%
119	1110	Supervisor - Sergio	62,028	4,774.46	16,690.61	45,337.39	27%
120	1110	Facility Mtnc Sprv.- Sean	70,008	5,388.30	18,839.05	51,168.95	27%
121	1110	Mtnc Wkr-Eric	11,602	0.00	4,960.93	6,641.07	43%
122	1110	Mtnc Wkr-Rodney	43,128	3,320.62	11,602.17	31,525.83	27%
123	1110	Mtnc Wkr-Steve	39,156	3,015.08	10,532.78	28,623.22	27%
124	1110	Mtnc Wkr-Barry	39,156	5,320.72	6,206.22	32,949.78	16%
125	1110	Mtnc Wkr-New	39,156	0.00	0.00	39,156.00	0%
126	1122	PT Maintenance Wkr	0	0.00	0.00	0.00	0%
127	1122	Freedom Park Monitor	0	0.00	0.00	0.00	0%
128	1122	Weekday & Weekend Bldg Monitor	15,000	980.00	3,570.00	11,430.00	24%
129		Sub-Total	397,222	\$ 28,801.34	93,389.32	303,832.68	24%
130	1210	Retirement	30,578	1,800.05	6,689.05	23,888.95	22%
131	1220	OASDI	30,388	2,161.76	7,130.30	23,257.70	23%
132	1230	Insurance	103,288	3,271.55	14,958.76	88,329.24	14%
133	1240	Worker's Comp.	36,109	7,440.00	14,880.00	21,229.00	41%
134	1250	Unemployment	2,450	104.38	157.94	2,292.06	6%
135		Sub-Total	202,813	14,777.74	43,816.05	158,996.95	22%
136		TOTAL	600,035	43,579.08	137,205.37	462,829.63	23%
137	SERVICES & SUPPLIES						
138	2005	Ads/Leg Notice	0	0.00	0.00	0.00	0%
139	2035	Educ/Trng	500	0.00	0.00	500.00	0%
140	2039	Empl Trans	350	0.00	61.60	288.40	18%
141	2061	Memberships	300	0.00	0.00	300.00	0%
142	2076	Office Sups	300	0.00	116.05	183.95	39%
143	2104	Agri/Hort	2,000	0.00	93.37	1,906.63	5%
144	2111	Bldg Mtnc Svc	2,000	261.83	560.84	1,439.16	28%
145	2112	Bldg Mtnc Sups	7,500	923.41	1,680.56	5,819.44	22%
146	2122	Chem Sups	4,000	0.00	0.00	4,000.00	0%
147	2131	Elec Sys SVC	4,000	0.00	0.00	4,000.00	0%
148	2132	Elec Sys Sup	2,000	0.00	0.00	2,000.00	0%
149	2142	Land Imp Sup	17,000	1,340.44	5,161.36	11,838.64	30%
150	2151	Mech Sys Svc	0	0.00	0.00	0.00	0%
151	2162	Paint Sups	2,000	0.00	62.41	1,937.59	3%
152	2168	Plumbing Sups	4,000	1,703.30	1,723.43	2,276.57	43%
153	2191	Electricity	42,000	3,556.60	10,135.43	31,864.57	24%
154	2192	Natural Gas	3,000	50.21	140.65	2,859.35	5%
155	2193	Refuse	9,000	333.07	1,196.52	7,803.48	13%
156	2195	Sewage	5,500	-39.89	919.54	4,580.46	17%
157	2197	Tele/Teleg	2,000	249.62	586.21	1,413.79	29%
158	2198	Water	92,000	13,930.14	40,257.48	51,742.52	44%
159	2205	Auto Mtnc Svc	12,000	436.92	581.74	11,418.26	5%
160	2206	Auto Mtnc Sup	0	0.00	0.00	0.00	0%
161	2211	Constr Equip Svc	7,500	0.00	1,134.11	6,365.89	15%
162	2212	Constr Equip Sup	0	0.00	0.00	0.00	0%
163	2226	Expend Tools	3,000	668.14	777.42	2,222.58	26%
164	2236	Fuels & Lubes	14,000	0.00	4,322.34	9,677.66	31%
165	2275	Rents & Leases	9,000	1,965.18	4,983.32	4,016.68	55%
166	2281	Shop Equip Svc	1,200	0.00	0.00	1,200.00	0%
167	2282	Shop Equip Sup	0	0.00	0.00	0.00	0%
168	2292	Other Equip	7,000	1,917.22	5,847.96	1,152.04	84%
169	2314	Clothing	2,200	107.74	194.43	2,005.57	9%
170	2321	Cust Svc	0	0.00	0.00	0.00	0%
171							

	A	B	C	D	E	F	G
172	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
173	2322	Cust Sup	16,000	1,144.74	3,552.10	12,447.90	22%
174	2444	Medical Sup	300	0.00	0.00	300.00	0%
175	2591	Other Prof Svc	70,000	1,658.75	11,182.29	58,817.71	16%
176	2898	Other Oper Exp	100	0.00	0.00	100.00	0%
177		TOTAL	341,750	30,207.42	95,271.16	246,478.84	28%
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179							
180	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
181	<u>FIXED ASSETS</u>						
182	4201	Building Improvement	75,000	0.00	0.00	75,000.00	0%
183	4202	Structures & Imp	272,500	7,609.40	7,609.40	264,890.60	3%
184	4303	Other Equip	0	0.00	0.00	0.00	0%
185			347,500	7,609.40	7,609.40	339,891	0%
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229	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
230		DISTRICT TOTALS					
231	SALARIES & BENEFITS						
232	1110	FULL TIME SALARIES	731,693	51,574.10	172,750.57	558,942.43	24%
233	1122	PART TIME SALARIES	167,500	9,495.89	27,508.22	139,991.78	16%
234	1210	RETIREMENT	58,536	3,664.27	13,183.56	45,352.44	23%
235	1220	OASDI	68,788	4,886.48	15,726.77	53,061.23	23%
236	1230	INSURANCE	156,308	7,705.45	26,679.88	129,628.12	17%
237	1240	WORKER'S COMP	46,236	9,039.25	18,078.50	28,157.50	39%
238	1250	UNEMPLOYMENT	8,715	226.24	447.29	8,267.71	5%
239	1000	SALARIES/BENEFITS	1,237,776	90,277.68	280,825.39	956,950.61	23%
240							
241	SERVICES & SUPPLIES						
242	2005	AD/LEGAL NOTICE	1,000	631.72	1,051.47	-51.47	105%
243	2022	BOOKS/SUBS	150	0.00	0.00	150.00	0%
244	2029	BUS/CONF EXP	5,500	0.00	2,544.24	2,955.76	0%
245	2035	EDUC/TRNG	4,000	0.00	0.00	4,000.00	0%
246	2039	EMPLOY TRANS	2,350	136.25	1,173.43	1,176.57	0%
247	2051	INSURANCE	91,000	0.00	49,356.00	41,644.00	54%
248	2061	MEMBERSHIPS	10,415	550.00	3,605.00	6,810.00	35%
249	2065	FILM SVC	0	0.00	0.00	0.00	0%
250	2076	OFFICE SUPS	7,800	919.44	4,280.07	3,519.93	55%
251	2081	POSTAGE	1,000	0.00	46.35	953.65	5%
252	2085	PRINTING	1,500	378.20	648.44	851.56	43%
253	2104	AGRI/HORT	2,000	0.00	93.37	1,906.63	5%
254	2111	BLDG MTNC SVC	2,000	261.83	560.84	1,439.16	28%
255	2112	BLDG MTNC SUP	7,500	923.41	1,680.56	5,819.44	22%
256	2122	CHEM SUPS	4,000	0.00	0.00	4,000.00	0%
257	2131	ELEC MTNC SVC	4,000	0.00	0.00	4,000.00	0%
258	2132	ELEC MTNC SUP	2,000	0.00	0.00	2,000.00	0%
259	2142	LAND IMP SUP	17,000	1,340.44	5,161.36	11,838.64	30%
260	2151	MECH SYS MTNC	0	0.00	0.00	0.00	0%
261	2162	PAINTING SUPS	2,000	0.00	62.41	1,937.59	3%
262	2168	PLUMBING SUPS	4,000	1,703.30	1,723.43	2,276.57	43%
263	2191	ELECTRICITY	42,000	3,556.60	10,135.43	31,864.57	24%
264	2192	NATURAL GAS	3,000	50.21	140.65	2,859.35	5%
265	2193	REFUSE	9,000	333.07	1,196.52	7,803.48	13%
266	2195	SEWAGE	5,500	-39.89	919.54	4,580.46	17%
267	2197	TELE/TELEG	21,992	1,710.24	4,915.89	17,076.11	22%
268	2198	WATER	92,000	13,930.14	40,257.48	51,742.52	44%
269	2205	AUTO MTNC SVC	12,000	436.92	581.74	11,418.26	5%
270	2206	AUTO MTNC SUP	0	0.00	0.00	0.00	0%
271	2211	CONSTR EQUIP SVC	7,500	0.00	1,134.11	6,365.89	15%
272	2212	CONSTR EQUIP SUP	0	0.00	0.00	0.00	0%
273	2226	EXPEND TOOLS	3,000	469.66	777.42	2,222.58	26%
274	2236	FUELS / LUBES	14,000	0.00	4,322.34	9,677.66	31%
275	2261	OFF EQUIP MTNC	7,500	0.00	2,681.03	4,818.97	36%
276	2275	RENTS/LEASES	19,940	2,583.64	7,219.60	12,720.40	36%
277	2281	SHOP EQUIP SVCS	1,200	0.00	0.00	1,200.00	0%
278	2282	SHOP EQUIP SUPS	0	0.00	0.00	0.00	0%
279	2292	OTHER EQUIP SUPS	7,000	1,917.22	5,847.96	1,152.04	84%
280	2314	CLOTHING	6,200	107.74	194.43	6,005.57	3%
281	2321	CUST SVC	0	0.00	0.00	0.00	0%
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286	<u>CODE</u>	<u>CLASSIFICATION</u>	<u>BUDGET</u>	<u>MONTHS</u>	<u>EXPENDED</u>	<u>BALANCE</u>	<u>% EXPEND</u>
287	2322	CUST SUP	16,000	1,144.74	3,552.10	12,447.90	22%
288	2332	FOOD SUPS	2,600	44.30	290.53	2,309.47	11%
289	2444	MED SUPS	3,800	501.10	501.10	3,298.90	13%
290	2505	ACCOUNT SVC	28,900	8,260.00	8,260.00	20,640.00	29%
291	2531	LEGAL SVC	10,000	532.50	2,126.00	7,874.00	21%
292	2591	OTHER PROF SVCS	134,962	4,411.60	15,233.39	119,728.61	11%
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	5,000	49.00	453.85	4,546.15	9%
296	2852	RECREATION SUP	9,000	201.74	968.83	8,031.17	11%
297	2871	TRANSPORTATION	0	0.00	0.00	0.00	0%
298	2880	PY EXPEND	0	0.00	0.00	0.00	0%
299	2898	OTHER OPER EXP	16,100	375.20	1,075.94	15,024.06	7%
300	2000	SERVICES/SUPPLIES	647,409	47,618.80	184,772.85	462,636.15	29%
301							
302	FIXED ASSETS						
303	4201	Building IIM	75,000	0.00	0.00	75,000.00	0%
304	4202	STRUCT & IMP	272,500	7,609.40	7,609.40	264,890.60	0%
305	4303	EQUIPMENT	0	0.00	0.00	0.00	0%
306	4000	FIXED ASSETS	347,500	7,609.40	7,609.40	339,891	0%
307							
308							
309	1000	SALARIES & BENE	1,237,776	90,277.68	280,825.39	956,950.61	23%
310							
311	2000	SERVICES & SUPP	647,409	47,618.80	184,772.85	462,636.15	29%
312							
313	4000	FIXED ASSETS	347,500	7,609.40	7,609.40	339,891	0%
314							
315		CONTINGENCY	200,000	0.00	8,100.00	191,900.00	0%
316			0				
317		RESERVE	286,927	0.00	0.00	0.00	0%
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320		TOTAL	2,719,612	145,505.88	481,307.64	1,951,377	18%
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1		NORTH HIGHLANDS RECREATION & PARK DISTRICT - CHERRY BLOSSOM PARK					
2		EXPENDITURE REPORT SEPTEMBER 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	SERVICES & SUPPLIES						
7	2005	Adv/Legal Notice	155	0.00	155.00	0.00	100%
8	2505	Actg Svcs	1,500	1,500.00	1,500.00	0.00	100%
9	2591	Other Prof Svcs	8,608	5,798.92	5,798.92	2,809.08	67%
10		TOTAL	10,263	7,298.92	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	3,320.62	6,641.24	24,884.76	21%
62	1122	PT Wkr-Seasonal	12,500	0.00	1,848.00	10,652.00	15%
63		Sub-Total	44,026	\$ 3,320.62	8,489.24	35,536.76	19%
64	1210	Retirement	2,522	265.65	531.30	1,990.70	21%
65	1220	OASDI	3,368	254.03	649.41	2,718.59	19%
66	1230	Insurance	5,640	630.62	1,261.24	4,378.76	22%
67	1240	Worker's Comp.	3,100	500.10	1,000.20	2,099.80	32%
68	1250	Unemployment	490	0.00	38.81	451.19	8%
69		Sub-Total	15,120	1,650.40	3,480.96	11,639.04	23%
70		TOTAL	59,146	4,971.02	11,970.20	47,175.80	20%
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	47.67	142.89	757.11	16%
77	2193	Refuse	1,200	0.00	0.00	1,200.00	0%
78	2198	Water	24,000	9,351.96	15,308.93	8,691.07	64%
79	2205	Auto Mtnc Svc	600	0.00	0.00	600.00	0%
80	2211	Constr Equip. Svc	150	0.00	0.00	150.00	0%
81	2226	Expend Tools	300	0.00	0.00	300.00	0%
82	2236	Fuels & Lubes	2,000	0.00	500.00	1,500.00	25%
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	0.00	262.00	0%
89		TOTAL	33,062	9,399.63	16,301.82	16,760.18	49%
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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	CODE	CLASSIFICATION	BUDGET	MONTHS	EXPENDED	BALANCE	% EXPEND
114		DISTRICT TOTALS					
115		SALARIES & BENEFITS					
116	1110	FULL TIME SALARIES	31,526	3,320.62	6,641.24	24,884.76	21%
117	1122	PART TIME SALARIES	12,500	0.00	1,848.00	10,652.00	15%
118	1210	RETIREMENT	2,522	265.65	531.30	1,990.70	21%
119	1220	OASDI	3,368	254.03	649.41	2,718.59	19%
120	1230	INSURANCE	5,640	630.62	1,261.24	4,378.76	22%
121	1240	WORKER'S COMP	3,100	500.10	1,000.20	2,099.80	32%
122	1250	UNEMPLOYMENT	490	0.00	38.81	451.19	8%
123	1000	SALARIES/BENEFITS	59,146	4,971.02	11,970.20	47,175.80	20%
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	47.67	142.89	757.11	16%
132	2193	REFUSE	1,200	0.00	0.00	1,200.00	0%
133	2198	WATER	24,000	9,351.96	15,308.93	8,691.07	64%
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	0.00	500.00	1,500.00	25%
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	1,500.00	1,500.00	0.00	100%
144	2591	OTHER PROF SVCS	8,608	5,798.92	5,798.92	2,809.08	67%
145	2000	SERVICES/SUPPLIES	43,325	15,198.55	23,755.74	19,569.26	55%
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	4,971.02	11,970.20	47,175.80	20%
155							
156	2000	SERVICES & SUPP	43,325	15,198.55	23,755.74	19,569.26	55%
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	20,169.57	35,725.94	100,650	26%
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