

Arcade Creek

Recreation and Park District

**BOARD OF DIRECTORS MEETING
THURSDAY FEBRUARY 16, 2023 @ 6:00 p.m.
At the Herzog Community Center Oak (Small) Room
4855 Hamilton Street, Sacramento, CA 95841
AGENDA**

1. **Call to Order and perform Roll Call.** (Chair – Alex Vassar)

2. **Public Comment** – this is the opportunity for members of the public to address the Board on any topic within the Board’s jurisdiction NOT listed on the agenda. The Board will take comments only but cannot act upon any item not listed on the Agenda.
Each speaker will be limited to five minutes of time.
The Board will not receive comments relating to District Personnel during this time. These comments must be made in writing to the General Manager and in the case of the General Manager made in writing to the Chairperson of the Board.
Questions about the daily operation of the park district should be directed to the General Manager during normal working hours when possible.
Comments related to a specific item on the agenda will be received by the Board at that time during the meeting. Members of the public may gain recognition by registering with the Secretary to the Board prior to the start of the meeting or by raising their hand to be recognized by the Chairperson of the Board at the time they wish to speak, and public comment is welcomed.
Although public comments on agenda items are welcomed during each discussion, public comments of a general nature will not be received once the Board Chair has closed the Public Comment period.

3. **Announcements** (Staff)

4. **Task Started, Revised or Accomplished**

5. **Consent Agenda**—*these items are expected to be routine and noncontroversial. Any Board member may ask that an item be removed from the Consent Items list and it will be considered as a separate item under New Business. The Board by motion and second will be asked to approve all items on the list without discussion.*
 - a. **Draft Meeting Minutes:** Board Meeting 1/19/2023
 - b. **FY 22-23 Period 7 Financial Reports 339A**
 - c. **FY 22-23 Period 7 Financial Reports 339D**
 - d. **FY 22-23 Period 7 Multi Accounts Revenue Reports**
 - e. **FY 22-23 Period 7 Payroll Report**
 - f. **FY 22-23 Period 7 Rental & Misc. Revenue Report Attributed To Stated Period**
 - g. **Correspondence received and sent**
 - h. **General Managers Report**

6. **Old Business:**
 - a. Discussion and review of - District Workflow Property Projects, Upgrades, Repairs
 - b. Discussion regarding the buildings at Oakdale Elementary (Gym and Community Center Room)
 - c. Contracts from Staples Construction for Hamilton Street Exterior Lighting and Rental Facilities Lighting upgrades, with cost breakdown
 - d. Bereavement Leave District Policy 2540 and incorporating Assembly Bill 1949 requirements

Mailing Address: PO Box 418114, Sacramento, CA 95841-8114
Physical Address: 4855 Hamilton Street, Sacramento, California 95841-3414
(916) 482-8377 Email: acrpdp@acrpdp.com

7. New Business

- a. Receive the Sacramento County Investment Policy & Report for Calendar Year 2023
- b. Informational Q & A with SMUD on available incentives

8. Board Discussion

- a. General discussion on topics for future meetings

9. Adjournment of the meeting.

The next regular Board of Directors meeting will be held Thursday March 16, 2023, at 6:00 p.m.

NOTICE

Where proper or considered necessary, the Board may act on any item listed on the Agenda; including items listed as information items. Public documents relating to any open session item(s) listed on this agenda that are distributed to the members of the Board of Directors less than 72 hours before the meeting is available for public inspection in the District's Office at 4855 Hamilton Street, Sacramento, CA 95841.

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a related modification or accommodation to take part in this meeting, please contact the Arcade Creek Recreation and Park District office at (916) 482-8377. Requests must be made as early as possible, and at least three full business days (72-hours) before the start of the meeting.

The Agenda is posted on the District's website (www.acrpd.com), are electronically mailed to residents whom have requested an electronic version and are posted for public inspection on the bulletin board just outside the District Office's front door. A full hard copy is available at the front desk a minimum of 72 hours in advance.

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4. Tasks Started or Accomplished			2/16/2023 Meeting					
<i>File: District Planning Goals/Task Started or Accomplished</i>								
Priority Legend								
1 To Do ASAP								
2 Request John w/Resotation Landscape								
3 22/23 - Budget Year To Do								
4 Future Budget Years								
Safety			Appearances			Amenities		
Priority	Description	Status	Priority	Description	Status	Priority	Description	Status
1	Tow sign / tow trucks	COMPLETED	1	Interior lights HSP rental facilities	DIRECTED	2	Remove baseball diamond backstop frame	COMPLETED
2	Park benches/ tables	STARTED	1	ACP - Basketball rims	STARTED	3	Basketball courts @ HSP & ACP	STARTED
3	HSP lights - Park restrooms, facilities, office	STARTED	2	HSP Group picnic area		3	HSP Playground equipment (update/add)	STARTED
3	ACP lights - Park restrooms		3	Signs on Jo Smith Nature Trail (Interpretive)		3	Pickle Ball Courts	
4	Creek Erosion		3	Maintenance shop		3	Volleyball courts	
2	Skunk trapping at office 7 skunks caught	COMPLETED	3					
			2	Tagging @ HSP 11/5/2022	COMPLETED			
			2	HSP poles & chains removed & holes filled in	COMPLETED			
			1	Additional trees fell down during rain/wind	COMPLETED			

Arcade Creek Recreation & Park District
4855 Hamilton Street, Sacramento, California 95841

MINUTES

Of

The Arcade Creek Recreation & Park District
Meeting of the Board of Directors

Held on

Thursday January 19, 2023 at 6:00 p.m.

Meeting conducted in the Herzog Community Center Oak (Small) Room

Call to Order and Perform Roll Call: Chairperson A. Vassar called the meeting to order at 6:13 pm

Board Members Present: A. Vassar, S. Miller, M. Hanson

Board Members Absent: A. Gualderama, T. Dworetzky

Staff Members Present: Lisa Gonzalez, Kim Cook

Legal Counsel Present: Yes – Derek Cole

Auditor Present: No

Presentation(s): No

Visitor(s) That Signed In: None

2. PUBLIC COMMENTS: None

3. ANNOUNCEMENTS: None

4. TASK STARTED, REVISED OR ACCOMPLISHED

Report received and discussed.

5. CONSENT ITEMS:

- a. **Draft Meeting Minutes:** Board Meeting 12/15/2022
- b. FY 22-23 Period 6 **Financial Reports 339A**
- c. FY 22-23 Period 6 **Financial Reports 339D**
- d. FY 22-23 Period 6 **Multi Accounts Revenue Reports**
- e. FY 22-23 Period 6 **Payroll Report**
- f. FY 22-23 Period 6 **Rental & Misc. Revenue Report Attributed To Stated Period**
- g. Correspondence **received and sent**
- h. General Managers Report

Motion No. 1: It was moved by Director M. Hanson and seconded by Director S. Miller to approve consent items as presented.

MINUTES of Board of Directors Meeting

January 19, 2023

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5. CONSENT ITEMS: (cont.)

Motion Carried: 3 Ayes, 0 Noes, 2 Absent, 0 Abstained

Ayes: M. Hanson, S. Miller, A. Vassar

Absent: A. Gualderama, T. Dworetzky

Abstained:

Vacant:

6. OLD BUSINESS:

- a. Discussion and review of - District Workflow Property Projects, Upgrades, Repairs

Report received.

- b. Nominate and vote for Board Officers Positions for 2023

Positions remain by acclamation of the board.

- c. Discussion regarding the buildings at Oakdale Elementary (Gym and Community Center Room)

Nothing to report.

- d. Approval of Amendment to General Manager Employment Agreement Authorizing 80 Hours of Administrative Leave.

Motion No. 2: It was moved by Director M. Hanson and seconded by Director S. Miller to approve the General Managers amended contract as presented.

Motion Carried: 3 Ayes, 0 Noes, 2 Absent, 0 Abstained

Ayes: M. Hanson, S. Miller, A. Vassar

Absent: A. Gualderama, T. Dworetzky

Abstained:

Vacant:

- e. Sacramento Area Sewer District Final Contract

Motion No. 3: It was moved by Director S. Miller and seconded by Director M. Hanson to accept and approve the updated negotiated contract presented from the Sacramento Area Sewer District.

Motion Carried: 3 Ayes, 0 Noes, 2 Absent, 0 Abstained

Ayes: M. Hanson, S. Miller, A. Vassar

Absent: A. Gualderama, T. Dworetzky

Abstained:

Vacant:

MINUTES of Board of Directors Meeting

January 19, 2023

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7. NEW BUSINESS

- a. Contracts from Staples Construction for Hamilton Street Exterior Lighting and Rental Facilities Lighting upgrades, with cost breakdown.

Postpone and place on February 2023 agenda.

Directors requested that the shop be addressed as the shop and not the murder house.

- b. AB 361 Replaced with AB 2449 – Limited Teleconferencing in Specified Scenarios.

Item received.

- c. Bereavement Leave – Assembly Bill 1949.

Make appropriate changes to District Policy 2540 Bereavement Leave and return item to February 2023 agenda.

- d. Assembly Bill 1041 – Leave Permitted for a “Designated Person”.

Motion No. 4: It was moved by Director S. Miller and seconded by Director M. Hanson to add “Designated Person” to District Policy 2525 Family and Medical Leave.

Motion Carried: 3 Ayes, 0 Noes, 2 Absent, 0 Abstained

Ayes: M. Hanson, S. Miller, A. Vassar

Absent: A. Gualderama, T. Dworetzky

Abstained:

Vacant:

- e. Board Member to serve on the LAFCo SDAC Council

No interest expressed by Director's.

- f. Discuss possible relocation of District Office to small rental facility or renovate and update the current office.

Report received.

- g. Discuss removal of current deck located on the back side of the District Office.

Item received.

Staff directed to contact Vortex and obtain a quote to replace office sliding door with a replacement door to meet ADA standards and emergency exit requirements.

MINUTES of Board of Directors Meeting

January 19, 2023

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8. BOARD DISCUSSION

No new items currently.

9. ADJOURNMENT OF THE MEETING.

Chairperson adjourned the meeting at 7:24 pm.

DRAFT

**ACRPD 2022 - 2023
339A Budget Report**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	CATEGORIES	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
1	10111000	Salaries and Wages - Reg F/T Staff	200,480.00	16,583.44	115,011.86	85,468.14	57%
2	"	Part-time Salaries			-		-0-
3	"	P/T Monitors & Maint.	48,510.00	1,197.00	11,617.31	36,892.69	24%
4	"	Blank			-	-	#DIV/0!
5	"	Blank			-	-	#DIV/0!
6	"	Blank			-	-	#DIV/0!
7	10112400	Salaries & Wages - Commission & Brds	3,500.00	-	1,550.00	1,950.00	44%
8	10113200	Salaries & Wages - Time/one half (OT)	4,000.00	51.98	1,051.89	2,948.11	26%
9	"	Salary/Wages - Strt Time (No Retirement Contribution)		340.73	1,068.80	(1,068.80)	#DIV/0!
10	10121000	Retirement - Employer Cost (@10.32%)	11,824.00	972.61	6,786.47	5,037.53	57%
11	"	Retirement - Employer Cost (@8.63%)	7,414.00	617.82	4,251.87	3,162.13	57%
12	"	Retirement - UAL (110.08 mthly or 1277.00)	1,277.00		1,277.00	-	100%
13	"	Retirement Acturial Cost	1,000.00		350.00	650.00	35%
14	10122000	Social Security (OASDHI rate=7.65%)	19,622.00	1,390.24	9,967.91	9,654.09	51%
15	10123000	Group Insurance - Employer Cost			-	-	-0-
16	"	Medical + Admin fee	32,032.00	2,750.27	18,235.23	13,796.77	57%
17	"	Dental	1,516.00	-	883.35	632.65	58%
18	"	Vision	297.00	-	171.99	125.01	58%
19	"	EAP	131.00	26.10	78.30	52.70	60%
20	10124000	Work Comp Ins - Employer Cost	5,595.00		4,480.98	1,114.02	80%
21	10125000	State Unemployment Insurance (Pool)	1,000.00	288.23	335.94	664.06	34%
22	10128000	Health Care Retirees	1,914.00	153.80	1,134.25	779.75	59%
23	10140000	Cost Reduct Factor (CalPERS UAL Pre Pmt)			-	-	#DIV/0!
24		TOTALS:	340,112.00	24,372.22	178,253.15	161,858.85	52%

**ACRPD 2022 - 2023
339A Budget Report**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	Service & Supply	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
25	20200500	Advertising/Legal Notices	200.00	174.52	174.52	25.48	87%
26	20202900	Business/Conference Expenses	2,000.00		114.03	1,885.97	6%
27	20203600	Education and Training Supplies	-		20.00	(20.00)	#DIV/0!
28	20203804	Workplace Amenities	-		958.47	(958.47)	#DIV/0!
29	20205100	Insurance - Liability	73,218.00		72,024.00	1,194.00	98%
30	20206100	Memberships Dues	5,500.00		6,056.00	(556.00)	110%
31	20207600	Office Supplies	1,500.00	114.38	501.46	998.54	33%
32	20207602	Signs	1,000.00		59.69	940.31	6%
33	20207603	Keys	200.00		-	200.00	0%
34	20208100	Postage Service (PO Box)	215.00		212.00	3.00	99%
35	20208102	Stamps (Postal)	150.00		-	150.00	0%
36	20208500	Printing Service	-		-	-	#DIV/0!
37	20210300	Agriculture/Horticultural Services	25,000.00		5,950.00	19,050.00	24%
38	20210400	Agricultural/Horticultural Supplies	500.00		-	500.00	0%
39	20211100	Building Maintenance Service	1,000.00	894.00	3,887.40	(2,887.40)	389%
40	20211200	Building Maintenance Supplies	500.00		-	500.00	0%
41	20212200	Chemical Supplies (new)	-		-	-	#DIV/0!
42	20213100	Electrical Maintenance Services	1,000.00		-	1,000.00	0%
43	20213200	Electrical Maintenance Supplies	200.00		-	200.00	0%
44	20214100	Land Improvement Maintenance Service	10,000.00	3,944.96	8,839.96	1,160.04	88%
45	20214200	Land Improvement Maintenance Sup.	5,000.00		527.43	4,472.57	11%
46	20215100	Mechanical System Maintenance Svcs.	2,000.00		938.00	1,062.00	47%
47	20215200	Mechanical System Maintenance Sup.	1,000.00		1,151.03	(151.03)	115%
48	20216200	Painting Supplies	1,500.00		173.02	1,326.98	12%
49	20216700	Plumbing Maintenance Service (new)	1,000.00		678.69	321.31	68%
50	20216800	Plumbing Maintenance Supplies	500.00		-	500.00	0%
51	20218500	Permit Charges	-		-	-	#DIV/0!
52	20219100	Electricity	20,000.00	1,007.68	10,551.49	9,448.51	53%

**ACRPD 2022 - 2023
339A Budget Report**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	Service & Supply	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
53	20219200	Natural Gas Service	3,000.00	895.63	1,438.20	1,561.80	48%
54	20219300	Refuse Collection/Disposal	3,000.00	189.90	1,225.12	1,774.88	41%
55	20219500	Sewage Services	2,000.00		828.84	1,171.16	41%
56	20219800	Water	35,000.00	1,091.23	13,461.62	21,538.38	38%
57	20220500	Automotive Maintenance Service	3,500.00		510.75	2,989.25	15%
58	20220600	Automotive Maintenance Supplies	500.00		335.96	164.04	67%
59	20221100	Grounds Equipment Maintenance Svcs.	4,000.00		1,534.70	2,465.30	38%
60	20221200	Grounds Equipment Maintenance Sup.	4,000.00		2,623.72	1,376.28	66%
61	20222600	Hand / Expendable Tools	500.00	68.91	503.51	(3.51)	101%
62	20223600	Fuel and Lubricant Supplies	5,000.00	234.22	2,485.41	2,514.59	50%
63	20226200	Office Equip. Maintenance Supplies	1,000.00	1,152.91	1,665.78	(665.78)	167%
64	20227500	Rent/Lease Equipment	500.00		-	500.00	0%
65	20227501	Copy Machine - Lease	-		-	-	#DIV/0!
66	20227504	Miscellaneous	500.00		86.88	413.12	17%
67	20229100	Other Equip Maint. Service	2,000.00		-	2,000.00	0%
68	20229200	Other Equip Maint. Supply	2,000.00		-	2,000.00	0%
69	20231400	Clothing/Personal Supplies	100.00		308.25	(208.25)	308%
70	20232200	Custodial Supplies	6,000.00	323.40	1,785.03	4,214.97	30%
71	20243700	Lab (Medical) Service (Drug Testing)	100.00		-	100.00	0%
72	20244300	Medical Service (Pre-emp. testing)	200.00		136.00	64.00	68%
73	20244400	Medical Supplies (First Aid)	300.00		141.17	158.83	47%
74	20250605	Service Fees (Bank Loan Item)	-		-	-	#DIV/0!
75	20250700	Assessment / Collection Services	7,900.00	3,525.41	3,634.41	4,265.59	46%
76	20252100	Temporary Services	-		-	-	#DIV/0!
77	20253100	Legal Services	8,000.00	1,260.00	3,098.07	4,901.93	39%
78	20255100	Planning Service-	-		-	-	#DIV/0!
79	20257100	Security Service	25,000.00		6,863.78	18,136.22	27%
80	20258200	Public Relations Service/mkting, web	2,000.00		1,100.00	900.00	55%

**ACRPD 2022 - 2023
339A Budget Report**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	CATEGORIES	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
81	20259100	Other Professional Services	-	260.00	13,740.00	(13,740.00)	#DIV/0!
82	20281100	Data Processing -Computer Services	2,500.00		-	2,500.00	0%
83	20281201	Hardware (Computer)	-		-	-	#DIV/0!
84	20281210	PC Laptop Printer (Copier) Purchase	-		-	-	#DIV/0!
85	20281265	Application Software Maint Lic Renewal	3,000.00	220.00	1,639.99	1,360.01	55%
86	20281304	Sales Tsx Adj - Board of EQ			-	-	#DIV/0!
87	20281700	Election Services	15,000.00		1,887.00	13,113.00	13%
88	20283102	Mileage	500.00	13.88	153.41	346.59	31%
89	20285100	Recreation Services	3,000.00		-	3,000.00	0%
90	20285200	Recreation Supplies	3,000.00	468.47	2,213.37	786.63	74%
91	20285300	Recreation Supp. (P-S) ELP Program			-	-	#DIV/0!
92	20288000	Prior Year Service & Supply Expe	-		-	-	#DIV/0!
93	20289800	Other Operating Expenses - Supplies	200.00	32.29	268.25	(68.25)	134%
94	20289900	Other Operating Exp. - Misc. expenses	200.00		183.87	16.13	-0-
95	20291300	Auditor/Controller Services	6,500.00		6,500.00	-	100%
96	20291500	Compass Costs	1,072.00		1,071.83	0.17	100%
97	20291700	Alarm Services	2,000.00	271.63	2,756.22	(756.22)	138%
98	20298700	Telephone Services	4,000.00	307.27	2,126.31	1,873.69	53%
99	20298701	Cell Phones	1,500.00	62.75	1,036.53	463.47	69%
100	20299909	Expenditure Reimbursements (Insurance Clair	20,000.00		19,945.77	54.23	100%
101		TOTALS:	331,755.00	\$ 16,513.44	\$ 210,106.94	\$ 121,648.06	63%

2059100 Other Prof Services - Expensed New Surveillance Cameras & Alarmed Rental Facility Buildings

20289800 Other Operating Expenses - Supplies - Also being used as an expence line for items that will be transferred to 339D via a JV

**ACRPD 2022 - 2023
339A Budget Report**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	CATEGORIES	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
102	30321000	Interest Expense	7,191.00	585.95	4,937.79	2,253.21	69%
103	30323000	Lease Obligation Retirement(Side Fund)	30,400.00	2,500.00	20,000.00	10,400.00	66%
104	30345000	Taxes, Licenses & Assessments	704.00		703.64	0.36	100%
	TOTALS:		38,295.00	\$ 3,085.95	\$ 25,641.43	\$ 12,653.57	67%

FYTD Completed = 54%

	CODE	CATEGORIES	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
105	42420100	Building - Community Ctr Upgrades		-	-	-	#DIV/0!
106	43430300	Equipment SD Maint Equip		-	-	-	#DIV/0!
107	TOTALS:		-	\$ -	\$ -	\$ -	#DIV/0!

FYTD Completed = 54%

108	79790100	Contingencies	555,977.00		-	\$ 555,977.00	0%
109		Reserved Fund Balance Increase			-	\$ -	0%
110	Grand Total		\$ 1,266,139.00	\$ 43,971.61	\$ 414,001.52	\$ 852,137.48	33%

*Grand Total includes
GL79790100 Contingencies
amount*

	Beginning Fund Balance Available			-	\$ -	0%
	Fund Balance Decreased by				\$ -	0%
	Provisions for General Reserves		-	-	\$ -	0%
	TOTALS:		-	-	-	-

ACRPD 2022 - 2023
339A Revenue

January 2023
Period 7 of 13

FYTD Completed = 54%
Percent Received

Account		2022-23 Budget	January '23	Received To Date	Unrealized		
1	91910100	Property Tax-Current Secured	545,236.00	374,899.73	374,899.73	170,336.27	69%
2	91910200	Property Tax-Current Unsecured	23,000.00	22,612.69	22,612.60	387.40	98%
3	91910300	Property Tax-Current Sup.	17,000.00	8,479.66	8,479.66	8,520.34	50%
4	91910400	Property Tax Sec. Delin.(+Teeter)	5,000.00	-	4,123.09	876.91	82%
5	91910500	Property Tax Supplemental Delin.	900.00	-	1,575.62	(675.62)	175%
6	91910600	Property Tax-Unitary	6,000.00	3,624.36	3,624.36	2,375.64	60%
7	91912000	Redemption	100.00	-	-	100.00	0%
8	91913000	Property Tax Prior Unsecured	400.00	174.38	174.38	225.62	44%
9	91914000	Penalty	200.00	98.79	101.47	98.53	51%
10	91919600	RDA Residual Distribution	10,000.00		369.20	9,630.80	4%
11	91919900	Taxes - Other				-	#DIV/0!
12		Total Taxes	\$ 607,836.00	\$ 409,889.61	415,960.11	\$ 191,875.89	68%
13	94941000	Interest	1,000.00	1,315.00	1,315.00	(315.00)	132%
14	94942900	Building Rental (Parks & Facilities)	10,001.00		2,040.00	7,961.00	20%
15	"	Building Rental (Cell Towers 4610.42)	55,325.00	4,610.42	32,272.94	23,052.06	58%
16	95952200	Homeowner Property Tax Relief	5,000.00	1,849.28	2,641.83	2,358.17	53%
17	95952900	In Lieu Taxes - Other	-		-	-	#DIV/0!
18	95953300	Redevelopment Passthru	8,000.00		227.65	7,772.35	3%
19	95956300	State-Federal Grants			-	-	#DIV/0!
20	95956900	Other Funds - Local (GRANT)			-	-	#DIV/0!
21	"	Grant = Park Sponsorships			-	-	#DIV/0!
22	"	Funds Transferred from 339I			-	-	#DIV/0!
23	"	Blank			-	-	#DIV/0!
24	96964600	Recreation Fees			-	-	#DIV/0!
25	97974000	Insurance Proceeds	18,000.00		17,945.77	54.23	100%
26	97979000	Miscellaneous	5,000.00		25.27	4,974.73	1%
27	97979900	Prior Year (Funds moved to)			-	-	#DIV/0!
28	98986200	Proceeds from Asset sale - Spec Dist			-	-	#DIV/0!
29		Fund Balance Available =xxxxxxx.xx			-	-	#DIV/0!
30	Problem	**County Error In Process of Correction**	-		-	-	0%
31		Total Other Revenue	\$ 102,326.00	\$ 7,774.70	\$ 56,468.46	\$ 45,857.54	55%
32		Total Revenue	\$ 710,162.00	\$ 417,664.31	\$ 472,428.57	\$ 237,733.43	67%

Note: Per Resolution 2022-22 via JV 110777002, Short term loan of \$147,427.55 provided to 339D GL 5250000 by 339A GL 1800000
 339A 1 i FY 2022 - 2023 Finance 339A.xls 2/7/2023

Register Expense Report
Period 7
Account

FY 2022-2023
1/1/2023 Through 1/31/2023
339A

**Not
Clrd**

Date	Num	Description	Memo	Category	Clrd	Amount
1/4/2023	24603	BSN Sports - 21480	2/Basketball Hoops	285200 Recreation Supplies	c	(376.67)
1/4/2023	24604	BSN Sports - 21480	8/Basketball Replacement Nets	285200 Recreation Supplies	c	(91.80)
1/4/2023	24605	S CalPERS - 521	12/16 - 12/31/2022 EE Contrib	05420514 Retirement (EE Contribution)	c	(336.33)
			12/16 - 12/31/2022 ER Contrib	121000 Retirement ER Cost	c	(495.84)
1/4/2023	24606	S CalPERS - 521	12/16 - 12/31/2022 EE Contrib	05420514 Retirement (EE Contribution)	c	(250.56)
			12/16 - 12/31/2022 ER Contrib	121000 Retirement ER Cost	c	(308.91)
1/4/2023	24607	Central Control System - 23278	1/2023 - Wireless irrigation	281265 Application Software Maint. Lic	c	(220.00)
1/4/2023	24608	Fast Break - 37998	12/2022 Phone service	298700 Telephone Services	c	(195.00)
1/4/2023	24609	Kim Cook - 919996	12/2022 - Mileage Reimb	283102 Mileage	c	(13.88)
1/4/2023	24610	PG&E - 1383	12/2022 - Billing	219200 Natural Gas Service	c	(895.63)
1/4/2023	24611	PRISM - 14746	1/2023 - 3/2023 - EAP Benefit - 3 EE's	123000 Health Insurance(s)	c	(26.10)
1/4/2023	24612	Republic Services - 57909	12/2022 - Billing	219300 Refuse Collection-Disposal	c	(189.90)
1/4/2023	24613	S Restoration Landscape - 71858	Back fill post holes @ HSP	214100 Land Improvement Maint. Servic	c	(650.00)
			Dump fee - remaining concrete form bollard removal	214100 Land Improvement Maint. Servic	c	(115.00)
1/4/2023	24614	Sacramento Control Systems - 1112	1/2023 - 3/31/2023 - AES Fire Monitoring	291700 Alarm Services	c	(241.63)
1/4/2023	24615	Staples Business Advantage - 14122	Office supplies	207600 Office Supplies	c	(54.38)
1/4/2023	24616	Staples Business Advantage - 14122	Office supplies	207600 Office Supplies	c	(60.00)
1/4/2023	24617	S T-Mobile - 32685	12/2022 - District Cell Phone	298701 Cell Phones	c	(29.41)
			GM phone (purchase pmt)	298701 Cell Phones	c	(33.34)
1/4/2023	24618	S Umpqua CC - 71085	2023 EE Poster & Pamphlets	200500 Advertising - Legal Notices	c	(174.52)
			Concrete Disposal from Bollard Removal @ HSP	214100 Land Improvement Maint. Servic	c	(1,129.96)
			8/Angel Brooms	232200 Custodial Supplies	c	(79.58)
1/10/2023	24619	Cintas - 56036	1/5/2023 Custodial	232200 Custodial Supplies	c	(116.52)
1/10/2023	24620	Cole Huber - 54641	12/2022 Ref:ACP Prop. SASD & TRUSD, GM Contr	253100 Legal Services	c	(1,260.00)
1/10/2023	24621	Comcast - 12322	1/2023 - Billing-Phone/HSI (new rate)	298700 Telephone Services	c	(112.27)
1/10/2023	24622	Encompass - 18796	Toner - All Colors	226200 Office Equip Maint Supplies	c	(1,152.91)
1/10/2023	24623	S Home Depot - 2843	2/Lg Tarps	222600 Hand - Expendable Tools	c	(68.91)
			Clorox	232200 Custodial Supplies	c	(10.78)
			Pet waste container trahs bags	289800 Other Operating Exp - Supplies	c	(32.29)
1/10/2023	24624	Orbit Station - 33714	12/2022- Fuel Chgs	223600 Fuel & Lubricant Supplies	c	(234.22)
1/10/2023	24626	SMUD - 4025	12/2022 - SMUD Billing	219100 Electricity	c	(1,007.68)
1/10/2023	24625	S Sacramento Valley Wildlife Services - 6	7 Skunk removals	211100 Building Maint. Service	c	(875.00)
			Mthly trap charge	211100 Building Maint. Service	c	(19.00)
1/13/2023	EFT	# 400044097 - Health Benefits	Health Benefits Pay Date 1/13/2023	123000 Health Insurance(s)	c	(1,370.61)
1/13/2023	P/R+Taxes	S Payroll And Taxes	Period 12/16/2022 - 12/31/2022 - Ck date 1/13/2023	111000 Salaries & Wages	c	(8,888.12)

				Date Printed	2/7/2023
			Brd Pay Ck date 1/13/2023	112400 Stipend Commission & Board	c -
			Time/One Half - Ck date 1/13/2023	113200 OT & Straight Time	c -
			OT Straight Pay - Ck date 1/13/2023	113200 OT & Straight Time	c (207.90)
			OASDHI - Ck date 1/13/2023	122000 OASDHI	c (695.85)
			SUI ER Contrib Ck date 1/13/2023	125000 SUI Insurance (ER Cost)	c (145.53)
			Termination Pay	115200 Terminal Pay	c -
1/17/2023	24627	S	CalPERS - 521	05420514 Retirement (EE Contribution)	c (323.39)
			1/1 - 1/15/2023 EE Contrib	121000 Retirement ER Cost	c (476.77)
1/17/2023	24628	S	CalPERS - 521	05420514 Retirement (EE Contribution)	c (250.56)
			1/1 - 1/15/2023 ER Contrib	121000 Retirement ER Cost	c (308.91)
1/17/2023	24629		State Of CA-Dept Of Justice - 8186	244300 Medical Service -EE & Live Scan	(32.00)
1/17/2023	24630		Fast Break - 37998	281265 Application Software Maint. Lic	(75.00)
1/17/2023	24631		Hunt & Sons - 1306	223600 Fuel & Lubricant Supplies	(272.00)
1/17/2023	24632		Raul's Tree Care - 69419	210300 Agriculture-Horticultural Service	(2,000.00)
1/17/2023	24633		Raul's Tree Care - 69419	210300 Agriculture-Horticultural Service	(1,800.00)
1/24/2023	EFT		Assessment/Collection Service	250700 Assessment - Collection Services	c (3,525.41)
1/25/2023	24634	S	CalPERS Health - 12733	5420516 Insurance (Clearing Acct)	c (2,741.22)
			2/2023 - Medical - 3 EE's	123000 Health Insurance(s)	c (9.05)
			2/2023 - Medical - EE Admin Fee	128000 Retiree Health Benefits	c (153.80)
			2/2023- Medical - 2 Retirees	215100 Mechanical Sys Maint. Services	(229.00)
1/25/2023	24635		Clarke & Rusch - 8939	123000 Health Insurance(s)	(125.37)
1/25/2023	24636	S	GSRMA - 29229	123000 Health Insurance(s)	(24.57)
			1/19/2023 Planned Maint.	221200 Ground Equip Maint. Supplies	(111.00)
1/25/2023	24637		J&J Locksmith - 1833	219800 Water	c (450.72)
1/25/2023	24638	S	Sacramento Suburban Water - 26158	219800 Water	c 282.58
			1/2023 - Garfield (ACP)	219800 Water	c (783.22)
			Credit Overread Useage	219800 Water	c 191.70
1/25/2023	24639	S	Sacramento Suburban Water - 26158	219800 Water	c (171.18)
			1/2023 - Myrtle (Oak)	207600 Office Supplies	(208.11)
			Credit Overread Useage	321000 Interest Expense	c (585.95)
1/25/2023	24640		Sacramento Suburban Water - 26158	323000 Lease Oblig Retirement Side Fur	c (2,500.00)
1/25/2023	24641		Staples Business Advantage - 14122	942900 Building Rental + Other	c -
1/25/2023	24642	S	Umpqua Bank - 52152	942900 Building Rental + Other	c -
			2/2023 - Side Fund Interest	942900 Building Rental + Other	c 4,610.42
			2/2023 - Side Fund Principal	956300 State - Federal Grants	c -
1/27/2023	DepPermit	S	County Of Sacramento Deposit Permit	979000 Misc Other Revenues	c -
			Studio / Field Space	942900 Building Rental + Other	c -
			Event Building / GPA / Park Rentals	942900 Building Rental + Other	c -
			Cell Tower	942900 Building Rental + Other	c 4,610.42
			Grants -	956300 State - Federal Grants	c -
			Misc Funds Collected / Received	979000 Misc Other Revenues	c -
			Rental Refunds	942900 Building Rental + Other	c -
1/31/2023	P/R+Taxes	S	Payroll And Taxes	111000 Salaries & Wages	c (8,892.32)
			Period 1/15/2023 - 1/15/2023- Ck date 1/31/2023	112400 Stipend Commission & Board	c -
			Brd Pay Ck date 1/31/2023	113200 OT & Straight Time	c (51.98)
			Time/One Half - Ck date 1/31/2023	113200 OT & Straight Time	c (132.83)
			OT Straight Pay - Ck date 1/31/2023	113200 OT & Straight Time	c (132.83)
			OASDHI - Ck date 1/31/2023	122000 OASDHI	c (694.39)

		Date Printed	2/7/2023
	SUI ER Contrib Ck date 1/31/2023	125000 SUI Insurance (ER Cost)	c (142.70)
	Termination Pay	115200 Terminal Pay	c -
1/31/2023 EFT	# 400044194 - Health Benefits	123000 Health Insurance(s)	c (1,370.61)
1/31/2023 TaxRevenue	S Property Tax(s) Deposited Per County C	910100 Prop Tax Current Secured	c 374,899.73
	1/2023 - Property Tax - Current Secured	910200 Prop Tax Current Unsecured	c 22,612.69
	1/2023 - Property Tax - Current Unsecured	910300 Prop Tax Current Sup	c 8,479.66
	1/2023 - Property Tax - Current Sup.	910400 Prop Tax Sec Delinquent + Teeter	c -
	1/2023 - Property Tax Sec Delin.(+Tetter)	910500 Prop Tax Supplemental Delinquent	c -
	1/2023 - Property Tax Supplement Delin.	910600 Prop Tax Unitary	c 3,624.36
	1/2023- Properry Tax-Unitary	912000 Prop Tax Redemption	c -
	1/2023 - Redemption	913000 Prop Tax Prior Unsecured	c 174.38
	1/2023 - Property Tax Prior Unsecured	914000 Prop Tax Penalties	c 98.79
	1/2023 - Penalty	919600 RDA Residual Distribution	c -
	1/2023 - RDA Residual Distribution	941000 Interest	c 1,315.00
	1/2023 - Interest	952200 Homeowner Prop Tax Relief	c 1,849.28
	1/2023 - Homeowner Property Tax Relief	953300 Redevelopment Passthru	c -
	1/2023 - Redevelopment Passthru	919900 Taxes Other	c -
	1/2023 -Taxes Other	TOTAL 1/1/2023 - 1/31/2023	367,530.50
		BALANCE 1/31/2023	24,589.65
		TOTAL INFLOWS	418,138.59
		TOTAL OUTFLOWS	(50,608.09)
		NET TOTAL	367,530.50

Quicken (In House Ledger)

339A General Budget

7/1/2022 thru 1/31/2023

Date	Num	Description	Memo	Clr	Amount
EXPENSES					
200500 Advertising - Legal Notices					
1/4/2023	24618	S Umpqua CC - 71085	2023 EE Poster & Pamphlets	c	(174.52)
TOTAL 200500 Advertising - Legal Notices					(174.52)
202900 Business Conference Expenses					
12/2/2022	24572	S Umpqua CC - 71085	11/5/2022 Board Retreat Lunch	c	(114.03)
TOTAL 202900 Business Conference Expenses					(114.03)
203600 Education & Training Supplies					
11/3/2022	24532	S Umpqua CC - 71085	CSDA Brown Act Compliance Manual 2nd Edition	c	(20.00)
TOTAL 203600 Education & Training Supplies					(20.00)
203804 Workplace Amenities					
11/14/2022	24539	S Home Depot - 2843	Microwave (office)	c	(224.12)
12/2/2022	24559	S Home Depot - 2843	GE Fridge - Office	c	(644.35)
			Protection Plan 3 yr GE Fridge	c	(90.00)
TOTAL 203804 Workplace Amenities					(958.47)
205100 Insurance - Liability					
7/12/2022	24379	CAPRI - 8761	7/2022-6/2023 -1st half Liability Ins Coverage	c	(36,012.00)
12/8/2022	24574	CAPRI - 8761	7/2022-6/2023 -2nd half Liability Ins Coverage	c	(36,012.00)
TOTAL 205100 Insurance - Liability					(72,024.00)
206100 Membership Dues					
7/12/2022	24377	CARPD - 70968	FY 2022-23 Dues	c	(2,500.00)
9/7/2022	24458	S Umpqua CC - 71085	1 Yr Memberhsip - CPRS L Gonzalez	c	(165.00)
12/2/2022	24557	CSDA - 8529	2023 - Membership Dues	c	(3,391.00)
TOTAL 206100 Membership Dues					(6,056.00)
207600 Office Supplies					
7/20/2022	24397	Staples Business Advantage - 14122	Office supplies	c	(179.07)
7/26/2022	24405	Staples Business Advantage - 14122	Office supplies	c	(75.26)
10/20/2022	24514	Staples Business Advantage - 14122	Office supplies	c	(108.22)
11/3/2022	24532	S Umpqua CC - 71085	Office ink stamps	c	(24.53)
1/4/2023	24615	Staples Business Advantage - 14122	Office supplies	c	(54.38)

1/4/2023	24616	Staples Business Advantage - 14122	Office supplies	c	(60.00)
1/25/2023	24641	Staples Business Advantage - 14122	Office supplies - inc 4 cases copy paper		(208.11)
			TOTAL 207600 Office Supplies		(709.57)
207602 Signs					
8/10/2022	24424	S Umpqua CC - 71085	Private Property Signs	c	(32.31)
11/14/2022	24539	S Home Depot - 2843	No Trespassing signs	c	(11.22)
			TOTAL 207602 Signs		(43.53)
207603 Keys					
10/24/2022	24515	S J&J Locksmith - 1833	Keys	c	(16.16)
			TOTAL 207603 Keys		(16.16)
208100 Postage Service (PO Box)					
8/10/2022	24424	S Umpqua CC - 71085	1 Yr District Postal Box	c	(212.00)
			TOTAL 208100 Postage Service (PO Box)		(212.00)
210300 Agriculture-Horticultural Service					
7/5/2022	24364	Dave Weber - 54010	ACP trail / Oak Remove playground part	c	(850.00)
10/13/2022	24503	Raul's Tree Care - 69419	HSP Removal split Valley Oak/ clean up utility lines near office	c	(1,500.00)
10/13/2022	24504	Raul's Tree Care - 69419	ACP Remove 3 dead Valley Oaks/Street clearance on parking l	c	(900.00)
12/2/2022	24568	Raul's Tree Care - 69419	HSP Stump grinding 19 various sizes	c	(2,700.00)
1/17/2023	24632	Raul's Tree Care - 69419	HSP Removal 2 trees		(2,000.00)
1/17/2023	24633	Raul's Tree Care - 69419	ACP - Clear trail		(1,800.00)
			TOTAL 210300 Agriculture-Horticultural Service		(9,750.00)
211100 Building Maint. Service					
7/25/2022	24399	Defender Termite & Pest - 71461	7/2022 - HSP Pest Control	c	(70.00)
7/25/2022	24400	Defender Termite & Pest - 71461	7/2022 - Oakdale RR Pest Control	c	(72.00)
8/2/2022	24413	Restoration Landscape - 71858	HSP Vandalism 7/20/2022 -Shore broken window Sm Rm	c	(495.00)
8/2/2022	24414	Restoration Landscape - 71858	HSP Vandalism 8/1/2022 -Shore upper window @ shop	c	(1,025.00)
9/7/2022	24456	Southgate Glass, Inc / Carmichael - 5461	Replace window HSP Sm Rm Vandalism 7/20/2022	c	(677.40)
9/26/2022	24474	Defender Termite & Pest - 71461	9/2022 - HSP Pest Control	c	(70.00)
9/26/2022	24475	Defender Termite & Pest - 71461	9/2022 -Oakdale RR Pest Control	c	(72.00)
12/15/2022	24584	Defender Termite & Pest - 71461	12/2022 - HSP Pest Control	c	(70.00)
12/15/2022	24585	Defender Termite & Pest - 71461	12/2022 - Oakdale RR Pest Control	c	(72.00)
12/15/2022	24588	Sacramento Valley Wildlife Services - 65804	Placement Skunk Trap @ HSP	c	(245.00)
12/15/2022	24589	Sacramento Valley Wildlife Services - 65804	Skunk Removal	c	(125.00)
1/10/2023	24625	S Sacramento Valley Wildlife Services - 65804	7 Skunk removals	c	(875.00)

			Mthly trap charge	c	(19.00)
			TOTAL 211100 Building Maint. Service		(3,887.40)
211200 Building Maint. Supplies					
9/26/2022	24477	Home Depot - 2843	HSP - Lighting Fixtures - Main Office	c	(180.35)
			TOTAL 211200 Building Maint. Supplies		(180.35)
214100 Land Improvement Maint. Services					
7/12/2022	24376	Carson Landscape Indus. - 18136	HSP Irrigation repair- Rotors	c	(870.00)
44,775.00	24,415.00	Rio Linda Fence - 57446	ACP Welded bolts solar light base on 14 light poles	c	(675.00)
9/7/2022	24443	Carson Landscape Indus. - 18136	HSP Irrigation repair- Valve	c	(2,900.00)
11/3/2022	24527	Rio Linda Fence - 57446	HSP - Repair fence near soccer field (fire dept damage)	c	(450.00)
12/27/2022	24601	S Dave Weber - 54010	Post Removal @ HSP	c	(550.00)
			Demolished Concrete Picnic Tables @ HSP	c	(1,500.00)
1/4/2023	24613	S Restoration Landscape - 71858	Back fill post holes @ HSP	c	(650.00)
			Dump fee - remaining concrete form bollard removal	c	(115.00)
1/4/2023	24618	S Umpqua CC - 71085	Concrete Disposal from Bollard Removal @ HSP	c	(1,129.96)
			TOTAL 214100 Land Improvement Maint. Services		(8,839.96)
214200 Land Improvement Maint. Supplies					
7/12/2022	24383	Home Depot - 2843	Irrigation Supply	c	(17.68)
7/12/2022	24384	Normac - 1309	Irrigation supplies - 12 Rotors	c	(474.39)
9/26/2022	24476	Home Depot - 2843	ACP - Dog Park Sand	c	(35.36)
			TOTAL 214200 Land Improvement Maint. Supplies		(527.43)
215100 Mechanical Sys Maint. Services					
7/20/2022	24392	Clarke & Rusch - 8939	7/11/2022 Planned Maint.	c	(229.00)
8/15/2022	24425	All Pro Backflow - 69926	Backflow test @ ACP 2	c	(160.00)
8/15/2022	24426	All Pro Backflow - 69926	Backflow test @ Oak 4	c	(320.00)
12/15/2022	24580	Clarke & Rusch - 8939	11/8/2022 Planned Maint.	c	(229.00)
1/25/2023	24635	Clarke & Rusch - 8939	1/19/2023 Planned Maint.		(229.00)
			TOTAL 215100 Mechanical Sys Maint. Services		(1,167.00)
215200 Mechanical Sys Maint. Supplies					
8/10/2022	24424	S Umpqua CC - 71085	Safety Cabinet (Fuel Storage)	c	(1,151.03)
			TOTAL 215200 Mechanical Sys Maint. Supplies		(1,151.03)
216200 Painting Supplies					
12/2/2022	24561	S Home Depot - 2843	Paint Supplies	c	(176.29)

			2% Prompt pmt discount	c	3.27
			TOTAL 216200 Painting Supplies		(173.02)
216700 Plumbing Maint. Service					
10/13/2022	24499	Clarke & Rusch - 8939	Plumbing Service HSP Public RR (mens)	c	(399.20)
11/22/2022	24551	America's Plumbing - 70141	Plumbing Service HSP Public RR (mens)	c	(279.49)
			TOTAL 216700 Plumbing Maint. Service		(678.69)
219100 Electricity					
7/12/2022	24388	SMUD - 4025	6/2022 - SMUD Billing	c	(1,486.78)
8/10/2022	24423	SMUD - 4025	7/2022 - SMUD Billing	c	(2,352.09)
9/7/2022	24455	SMUD - 4025	8/2022 - SMUD Billing	c	(1,836.85)
10/13/2022	24505	SMUD - 4025	9/2022 - SMUD Billing	c	(1,516.91)
11/14/2022	24542	SMUD - 4025	10/2022 - SMUD Billing	c	(1,277.02)
12/8/2022	24578	SMUD - 4025	11/2022 - SMUD Billing	c	(1,074.16)
1/10/2023	24626	SMUD - 4025	12/2022 - SMUD Billing	c	(1,007.68)
			TOTAL 219100 Electricity		(10,551.49)
219200 Natural Gas Service					
7/5/2022	24369	PG&E - 1383	6/2022 - Billing	c	(15.63)
8/2/2022	24411	PG&E - 1383	7/2022 - Billing	c	(16.68)
9/7/2022	24452	PG&E - 1383	8/2022 - Billing	c	(15.64)
10/4/2022	24488	PG&E - 1383	9/2022 - Billing	c	(15.63)
11/3/2022	24525	PG&E - 1383	10/2022 - Billing	c	(18.00)
12/2/2022	24567	PG&E - 1383	11/2022 - Billing	c	(460.99)
1/4/2023	24610	PG&E - 1383	12/2022 - Billing	c	(895.63)
			TOTAL 219200 Natural Gas Service		(1,438.20)
219300 Refuse Collection-Disposal					
7/20/2022	24395	S Republic Services - 57909	6/2022 Billing	c	(342.19)
			CREDIT - Billed in error Organics Waste	c	152.29
8/2/2022	24412	S Republic Services - 57909	7/2022 Billing	c	(289.90)
			CREDIT - Billed in error Organics Waste	c	100.00
9/7/2022	24453	S Republic Services - 57909	8/2022 Billing	c	(289.90)
			7/26/2022 Overage Charge	c	(88.00)
			Deduction Billing error for Organic Waste	c	100.00
11/3/2022	24526	S Republic Services - 57909	Credit from 9/2022 billing	c	2.28
			10/2022 Billing	c	(189.90)
12/8/2022	24576	Republic Services - 57909	11/2022 - Billing	c	(189.90)

1/4/2023	24612	Republic Services - 57909	12/2022 - Billing	c	(189.90)
TOTAL 219300 Refuse Collection-Disposal					(1,225.12)
219500 Sewage Services					
8/2/2022	24416	Sacramento County utilities - 666	6/22 -8/21/2022- Billing	c	(276.28)
10/4/2022	24493	Sacramento County utilities - 666	8/22 -10/21/2022- Billing	c	(276.28)
12/8/2022	24577	Sacramento County utilities - 666	10/22 -12/21/2022- Billing	c	(276.28)
TOTAL 219500 Sewage Services					(828.84)
219800 Water					
7/20/2022	24396	Sacramento Suburban Water - 26158	7/2022 - Garfield (ACP)	c	(1,157.52)
7/26/2022	24403	Sacramento Suburban Water - 26158	7/2022 - Myrtle (Oak)	c	(746.12)
7/26/2022	24404	Sacramento Suburban Water - 26158	7/2022 - HSP	c	(146.19)
8/23/2022	24437	Sacramento Suburban Water - 26158	8/2022 - Garfield (ACP)	c	(1,356.32)
8/23/2022	24438	Sacramento Suburban Water - 26158	8/2022 - Myrtle (Oak)	c	(1,613.74)
8/23/2022	24439	Sacramento Suburban Water - 26158	8/2022 - HSP	c	(149.03)
9/21/2022	24473	Sacramento Suburban Water - 26158	9/2022 - Garfield (ACP)	c	(975.76)
10/4/2022	24494	Sacramento Suburban Water - 26158	9/2022 - Myrtle (Oak)	c	(801.50)
10/4/2022	24495	Sacramento Suburban Water - 26158	9/2022 - HSP	c	(151.87)
10/20/2022	24513	Sacramento Suburban Water - 26158	10/2022 - Garfield (ACP)	c	(852.22)
11/3/2022	24528	Sacramento Suburban Water - 26158	10/2022 - Myrtle (Oak)	c	(763.16)
11/3/2022	24529	Sacramento Suburban Water - 26158	10/2022 - HSP	c	(149.03)
11/21/2022	24550	Sacramento Suburban Water - 26158	11/2022 - Garfield (ACP)	c	(825.24)
12/2/2022	24569	Sacramento Suburban Water - 26158	11/2022 - Myrtls (Oak)	c	(840.90)
12/2/2022	24570	Sacramento Suburban Water - 26158	11/2022 - HSP	c	(169.61)
12/15/2022	24587	Sacramento Suburban Water - 26158	12/2022 - Garfield (ACP)	c	(724.42)
12/20/2022	24595	Sacramento Suburban Water - 26158	12/2022 - Myrtle (Oak)	c	(947.76)
12/20/2022	24596	Sacramento Suburban Water - 26158	12/2022 - HSP	c	(160.39)
1/25/2023	24638	S Sacramento Suburban Water - 26158	1/2023 - Garfield (ACP)	c	(450.72)
			Credit Overread Useage	c	282.58
1/25/2023	24639	S Sacramento Suburban Water - 26158	1/2023 - Myrtle (Oak)	c	(783.22)
			Credit Overread Useage	c	191.70
1/25/2023	24640	Sacramento Suburban Water - 26158	1/2023 - HSP	c	(171.18)
TOTAL 219800 Water					(13,461.62)
220500 Automotive Maint. Service					
9/21/2022	24472	S OK Tire - 14277	Labor - 1996 Chevy -Charging System, 2 Mirrors	c	(470.85)
12/2/2022	24565	S OK Tire - 14277	Labor - 2010 Ford	c	(39.90)
TOTAL 220500 Automotive Maint. Service					(510.75)

220600 Automotive Maint. Supplies

9/21/2022	24472	S	OK Tire - 14277	Parts - 1996 Chevy - 2 Mirrors	c	(142.12)
12/2/2022	24565	S	OK Tire - 14277	Parts - 2010 Ford - Tire Sensor	c	(193.84)
TOTAL 220600 Automotive Maint. Supplies						(335.96)

221100 Grounds Equip Maint. Services

7/12/2022	24385	S	PAPE - 18032	Labor - J Deere 2011 Z920	c	(667.20)
7/25/2022	EFT	S	Sacramento For Tractors - 64608	Ref Claim 23831 (correcting entry)	c	302.50
9/7/2022	24454	S	Sacramento For Tractors - 64608	Labor Repairs - Kubota	c	(1,170.00)
TOTAL 221100 Grounds Equip Maint. Services						(1,534.70)

221200 Ground Equip Maint. Supplies

7/12/2022	24385	S	PAPE - 18032	Repair Parts - J Deere 2011 Z920	c	(766.51)
7/12/2022	24386		PAPE - 18032	Parts filters - J Deere 2021 Z997	c	(60.40)
7/25/2022	EFT	S	Sacramento For Tractors - 64608	Ref Claim 23831 (correcting entry)	c	294.56
8/10/2022	24422		J&J Locksmith - 1833	HSP - repair locks	c	(218.19)
9/7/2022	24454	S	Sacramento For Tractors - 64608	Repair Parts - Kubota	c	(1,419.94)
9/21/2022	24465	S	Bar-Hein Co. - 1463	2 Trimmer heads	c	(78.20)
10/24/2022	24515	S	J&J Locksmith - 1833	3/Locks, Tri Flow	c	(86.96)
12/2/2022	24560		Home Depot - 2843	2/Circular saw blades	c	(107.73)
1/25/2023	24637		J&J Locksmith - 1833	ACP - Repair RR lock		(111.00)
TOTAL 221200 Ground Equip Maint. Supplies						(2,554.37)

222600 Hand - Expendable Tools

8/10/2022	24424	S	Umpqua CC - 71085	Maint. Tools	c	(27.83)
9/21/2022	24465	S	Bar-Hein Co. - 1463	30" Loppers / 4 Tarps	c	(85.12)
9/21/2022	24471	S	Home Depot - 2843	Power Saw & Drill, asst tools	c	(321.65)
1/10/2023	24623	S	Home Depot - 2843	2/Lg Tarps	c	(68.91)
TOTAL 222600 Hand - Expendable Tools						(503.51)

223600 Fuel & Lubricant Supplies

7/5/2022	24368		Orbit Station - 33714	6/2022- Fuel Chgs	c	(582.87)
7/12/2022	24387		Phillips 66 - 58398	6/2022 - Stmt	c	(39.99)
8/2/2022	24410		Orbit Station - 33714	7/2022- Fuel Chgs	c	(201.61)
8/15/2022	24429		Phillips 66 - 58398	7/2022 - Stmt	c	(258.60)
9/7/2022	24451		Orbit Station - 33714	8/2022- Fuel Chgs	c	(225.92)
9/21/2022	24471	S	Home Depot - 2843	4 Grease Cartridges	c	(19.27)
10/13/2022	24502		Orbit Station - 33714	9/2022- Fuel Chgs	c	(200.00)

11/3/2022	24524	Orbit Station - 33714	10/2022- Fuel Chgs	c	(134.53)
11/14/2022	24541	Phillips 66 - 58398	10/2022 - Stmt	c	(368.20)
12/2/2022	24566	Orbit Station - 33714	11/2022- Fuel Chgs	c	(220.20)
1/10/2023	24624	Orbit Station - 33714	12/2022- Fuel Chgs	c	(234.22)
1/17/2023	24631	Hunt & Sons - 1306	12- 10w30 oil / 1- 5 gal Well pump oil		(272.00)
			TOTAL 223600 Fuel & Lubricant Supplies		(2,757.41)
226200 Office Equip Maint Supplies					
9/7/2022	24447	Encompass - 18796	Toner - Blk	c	(215.49)
9/7/2022	24448	Encompass - 18796	Copier - Replaced Transfer Belt	c	(297.38)
1/10/2023	24622	Encompass - 18796	Toner - All Colors	c	(1,152.91)
			TOTAL 226200 Office Equip Maint Supplies		(1,665.78)
227504 Misc (Bottled Water for Staff)					
9/26/2022	24478	S Smart & Final - 22935	8 cases water for staff	c	(57.92)
12/15/2022	24590	S Smart & Final - 22935	4 cases water for staff	c	(28.96)
			TOTAL 227504 Misc (Bottled Water for Staff)		(86.88)
231400 Clothing - Personal Supplies					
11/3/2022	24523	S Home Depot - 2843	Staff Safety & Rain Gear	c	(73.68)
12/2/2022	24572	S Umpqua CC - 71085	Staff shirts	c	(234.57)
			TOTAL 231400 Clothing - Personal Supplies		(308.25)
232200 Custodial Supplies					
7/12/2022	24380	Cintas - 56036	7/8/2022 Custodial	c	(116.52)
7/25/2022	24398	Cintas - 56036	7/22/2022 Custodial	c	(116.52)
8/10/2022	24419	Cintas - 56036	8/5/2022 Custodial	c	(116.52)
8/23/2022	24434	Cintas - 56036	8/19/2022 Custodial	c	(116.52)
44,811.00	24,445.00	Cintas - 56036	8/31/2022 Custodial	c	(116.52)
9/21/2022	24469	Cintas - 56036	9/14/2022 Custodial	c	(116.52)
9/26/2022	24478	S Smart & Final - 22935	Custodial cleaners, bleach, Pine Sol, Dawn	c	(33.16)
10/4/2022	24482	Cintas - 56036	9/28/2022 Custodial	c	(116.52)
10/13/2022	24498	Cintas - 56036	10/12/2022 Custodial	c	(116.52)
11/3/2022	24521	Cintas - 56036	10/26/2022 Custodial	c	(116.52)
11/3/2022	24523	S Home Depot - 2843	Custodial items	c	(24.05)
11/14/2022	24534	Cintas - 56036	11/9/2022 Custodial	c	(116.52)
12/2/2022	24556	Cintas - 56036	11/23/2022 Custodial	c	(116.52)
12/8/2022	24575	Cintas - 56036	12/7/2022 Custodial	c	(116.52)
12/15/2022	24590	S Smart & Final - 22935	Skunk Deodorizer Items	c	(6.18)

12/27/2022	24597	Cintas - 56036	12/21/2022	Custodial	c	(116.52)
1/4/2023	24618	S Umpqua CC - 71085	8/Angel Brooms		c	(79.58)
1/10/2023	24619	Cintas - 56036	1/5/2023	Custodial	c	(116.52)
1/10/2023	24623	S Home Depot - 2843	Clorox		c	(10.78)
			TOTAL 232200 Custodial Supplies			(1,785.03)
244300 Medical Service -EE & Live Scan						
10/20/2022	24509	Carmichael Box Shop - 59986	Live Scan - Bell		c	(25.00)
11/21/2022	24546	Carmichael Box Shop - 59986	Live Scan - Connolly		c	(25.00)
11/21/2022	24549	Preferred Alliance - 34429	Non-Random Test - Pre-placement - Bell, Connolly		c	(86.00)
1/17/2023	24629	State Of CA-Dept Of Justice - 8186	DOJ- Bell			(32.00)
			TOTAL 244300 Medical Service -EE & Live Scan			(168.00)
244400 Medical Supplies (First Aid)						
11/3/2022	24532	S Umpqua CC - 71085	Replenish first aid supplies		c	(134.03)
12/2/2022	24572	S Umpqua CC - 71085	Replenish first aid supplies		c	(7.14)
			TOTAL 244400 Medical Supplies (First Aid)			(141.17)
250700 Assessment - Collection Services						
8/15/2022	24428	LAFCo - 2263	FY2022-23 - Special District Assessment		c	(109.00)
1/24/2023	EFT	Assessment/Collection Service	SB 2557 1st Installment		c	(3,525.41)
			TOTAL 250700 Assessment - Collection Services			(3,634.41)
253100 Legal Services						
7/12/2022	24381	Cole Huber - 54641	6/2022 Ref:ACP Property		c	(157.50)
9/13/2022	24460	Cole Huber - 54641	8/2022 Ref:ACP Property		c	(225.00)
10/13/2022	24500	Cole Huber - 54641	9/2022 Ref:Prep & Attend Brd Mtg/ACP Property		c	(450.00)
11/14/2022	24535	Cole Huber - 54641	10/2022 Ref:ACP Property/Respond Audit letter		c	(488.07)
12/15/2022	24581	Cole Huber - 54641	11/2022 Ref:ACP Property		c	(517.50)
1/10/2023	24620	Cole Huber - 54641	12/2022 Ref:ACP Prop. SASD & TRUSD, GM Contract		c	(1,260.00)
			TOTAL 253100 Legal Services			(3,098.07)
257100 Security Services						
7/26/2022	24402	Fulton-El Camino Rec & Park - 2968	6/2022 - Patrol Service 11/24 Hours		c	(2,275.00)
8/23/2022	24435	Fulton-El Camino Rec & Park - 2968	7/2022 - Patrol Service 31/16 Hours		c	(3,149.00)
9/7/2022	24458	S Umpqua CC - 71085	Trial Cams & Flkashdrive (security Items)		c	(233.78)
10/20/2022	24510	Fulton-El Camino Rec & Park - 2968	8/2022 - Patrol Service 18/-0- Hours Final Billing		c	(1,206.00)
			TOTAL 257100 Security Services			(6,863.78)

258200 Public Relations Services

7/5/2022	24373	S	Streamline - 57252	Streamline Website 1 yr	c	(1,200.00)
				Credit	c	100.00
				TOTAL 258200 Public Relations Services		(1,100.00)

259100 Other Professional Services

8/2/2022	24408		Crime Alert Security - 41852	Alarm System deposit - Alarm Rental Facilities, Cameras	c	(6,740.00)
9/13/2022	24463		Crime Alert Security - 41852	Alarm System Install - Rental Facilities, Cameras	c	(6,740.00)
11/3/2022	24530		SCI Consulting Group - 2365	FY 18-19 Annual & 5 yr Nexus study (related consulting service)	c	(1,501.50)
11/14/2022	JV		# 110767206	Re-allocate Claim 24530 from 339A to 339I (Nexus Study)	c	1,501.50
12/27/2022	24600		Crime Alert Security - 41852	Upgrade Shop to LE4000E Universal Communicator	c	(260.00)
				TOTAL 259100 Other Professional Services		(13,740.00)

281265 Application Software Maint. Lic

8/2/2022	24409		Fast Break - 37998	1 Yr Renewal - Microsoft Office 365	c	(99.99)
9/7/2022	24444	S	Central Control System - 23278	7/2022 Wireless Irrigation	c	(220.00)
				8/2022 Wireless Irrigation	c	(220.00)
				9/2022 Wireless Irrigation	c	(220.00)
11/3/2022	24520		Central Control System - 23278	11/2022 - Wireless irrigation	c	(220.00)
11/14/2022	24533		Central Control System - 23278	10/2022 - Wireless irrigation (rec'd inv 11/14/2022)	c	(220.00)
12/2/2022	24555		Central Control System - 23278	12/2022 - Wireless irrigation	c	(220.00)
1/4/2023	24607		Central Control System - 23278	1/2023 - Wireless irrigation	c	(220.00)
1/17/2023	24630		Fast Break - 37998	Renewal - 3 Domain Names		(75.00)
				TOTAL 281265 Application Software Maint. Lic		(1,714.99)

281700 Election Services

12/27/2022	24598		County Of Sacramento - Voter Registration - 14 ⁹ 2022 Election Cost		c	(1,887.00)
				TOTAL 281700 Election Services		(1,887.00)

283102 Mileage

7/20/2022	24394		Kim Cook - 919996	7/2022 - Mileage Reimb	c	(22.15)
8/15/2022	24427		Kim Cook - 919996	8/2022 - Mileage Reimb	c	(14.54)
9/7/2022	24449		Kim Cook - 919996	8/2022 - Mileage Reimb	c	(12.29)
9/7/2022	24450		Lisa Gonzalez - 932917	8/2022 - Mileage Reimb	c	(18.84)
10/4/2022	24485		Kim Cook - 919996	9/2022 - Mileage Reimb	c	(12.79)
10/4/2022	24486		Lisa Gonzalez - 932917	9/2022 - Mileage Reimb	c	(16.15)
10/24/2022	24516		Kim Cook - 919996	10/2022 - Mileage Reimb	c	(12.79)
11/14/2022	24540		Lisa Gonzalez - 932917	11/14/2022 - Mileage	c	(8.75)
12/2/2022	24562		Kim Cook - 919996	Adjusted mileage rate on prior reimbursements	c	(4.96)

12/2/2022	24563	Kim Cook - 919996	11/2022 Mileage reimb	c	(13.88)
12/2/2022	24564	Lisa Gonzalez - 932917	Adjusted mileage rate on prior reimbursements	c	(2.39)
1/4/2023	24609	Kim Cook - 919996	12/2022 - Mileage Reimb	c	(13.88)
			TOTAL 283102 Mileage		(153.41)
285200 Recreation Supplies					
10/4/2022	24484	Home Depot - 2843	9/30/2022- Magic Show items	c	(10.75)
10/4/2022	24487	Lisa Gonzalez - 932917	Reimb- 9/30/2022 Magic Show items	c	(40.09)
10/20/2022	24512	Park Planet - 29271	HSP Replacement Inclusive Swing Seat	c	(1,679.25)
11/3/2022	24532	S Umpqua CC - 71085	Supplies for Magic Show on 9/30/2022	c	(14.81)
1/4/2023	24603	BSN Sports - 21480	2/Basketball Hoops	c	(376.67)
1/4/2023	24604	BSN Sports - 21480	8/Basketball Replacement Nets	c	(91.80)
			TOTAL 285200 Recreation Supplies		(2,213.37)
289800 Other Operating Exp - Supplies					
8/10/2022	24424	S Umpqua CC - 71085	Official Document ref: ACP Property	c	(33.50)
8/15/2022	JV	# 110691470	Re-allocate to 339D 420200 from 339A 289800 (Prop 68 Proje	c	33.50
9/7/2022	24458	S Umpqua CC - 71085	Prop 68 Sign, Notary for Documents	c	(212.83)
9/13/2022	JV	# 110714399	Re-allocate to 339D 420200 from 339A 289800 (Prop 68 Proje	c	212.83
10/4/2022	24497	Umpqua CC - 71085	9/2022 Stmt	c	(203.50)
10/20/2022	JV	# 110746256	Re-allocate to 339D 420200 from 339A 289800 (Prop 68 Proje	c	203.50
11/21/2022	24548	S Pet Waste Eliminator - 69321	Pet waste bags	c	(233.87)
			Tax Accrual S/H	c	(2.09)
1/10/2023	24623	S Home Depot - 2843	Pet waste container trahs bags	c	(32.29)
			TOTAL 289800 Other Operating Exp - Supplies		(268.25)
289900 Other Oper Exp Fire Extingusher					
11/21/2022	24547	Jorgenson Co - 48104	2022 Yrly Fire Exten. Inspection @ HSP	c	(183.87)
			TOTAL 289900 Other Oper Exp Fire Extingusher		(183.87)
291300 Auditor Controller Services					
12/15/2022	24586	Larry Bain, CPA - 26727	FY 21/22 - Audit	c	(6,500.00)
			TOTAL 291300 Auditor Controller Services		(6,500.00)
291500 Compass Costs					
8/9/2022	EFT	S Compass License Fee	FY 22/23 -Compass VPN Connection	c	(372.00)
			FY 22/23 - Compass License Fee	c	(699.83)
			TOTAL 291500 Compass Costs		(1,071.83)

291700 Alarm Services

7/5/2022	24363	Crime Alert Security - 41852	7/2022 -9/30/2022- Alarm System - Office & Shop	c	(210.00)
7/5/2022	24371	Sacramento Control Systems - 1112	7/2022 -9/30/2022 -AES Fire Monitoring	c	(241.63)
9/7/2022	24446	S Crime Alert Security - 41852	7 Days New System Blding Alarm & Cameras	c	(51.33)
			9/1 - 11/30/2022 Alarm System - Bldings	c	(135.00)
			9/1 - 11/30/2022 - Alarm System Cameras	c	(525.00)
9/13/2022	24462	Crime Alert Security - 41852	10/2022 -12/31/2022- Alarm System - Office & Shop	c	(210.00)
10/4/2022	24490	Sacramento Control Systems - 1112	10/2022 -12/31/2022 -AES Fire Monitoring	c	(241.63)
11/14/2022	24537	S Crime Alert Security - 41852	12/1 - 2/28/2022 - Alarm system Bldings	c	(135.00)
			12/1 - 2/28/2022 - Alarm System Cameras	c	(525.00)
12/15/2022	24583	Crime Alert Security - 41852	1/2023 - 3/31/2022 Alarm System Office & Shop	c	(210.00)
12/27/2022	24599	Crime Alert Security - 41852	A/o 1/2023 - 3/31/2022 Alarm System Shop	c	(30.00)
1/4/2023	24614	Sacramento Control Systems - 1112	1/2023 - 3/31/2023 - AES Fire Monitoring	c	(241.63)
			TOTAL 291700 Alarm Services		(2,756.22)

298700 Telephone Services

7/5/2022	24365	Fast Break - 37998	6/2022 Phone service	c	(195.00)
7/12/2022	24382	Comcast - 12322	7/2022-Billing-Phone/HSI (w/late fee)	c	(116.59)
8/10/2022	24420	Comcast - 12322	8/2022-Billing-Phone/HSI	c	(106.61)
8/10/2022	24421	Fast Break - 37998	7/2022 Phone service	c	(195.00)
9/13/2022	24461	Comcast - 12322	9/2022-Billing-Phone/HSI	c	(106.61)
9/13/2022	24464	Fast Break - 37998	8/2022 Phone service	c	(195.00)
10/4/2022	24483	Fast Break - 37998	9/2022 Phone service	c	(195.00)
10/13/2022	24501	Comcast - 12322	10/2022-Billing-Phone/HSI	c	(106.41)
11/3/2022	24522	Fast Break - 37998	10/2022 Phone service	c	(195.00)
11/14/2022	24536	Comcast - 12322	11/2022-Billing-Phone/HSI	c	(106.41)
12/2/2022	24558	Fast Break - 37998	11/2022 Phone service	c	(195.00)
12/15/2022	24582	Comcast - 12322	12/2022-Billing-Phone/HSI	c	(106.41)
1/4/2023	24608	Fast Break - 37998	12/2022 Phone service	c	(195.00)
1/10/2023	24621	Comcast - 12322	1/2023 - Billing-Phone/HSI (new rate)	c	(112.27)
			TOTAL 298700 Telephone Services		(2,126.31)

298701 Cell Phones

7/5/2022	24366	Fast Break - 37998	1 year - email exchange + Board Mbrs	c	(660.00)
8/2/2022	24417	S T-Mobile - 32685	7/2022 - District Cell Phone	c	(29.42)
			GM phone (purchase pmt)	c	(33.34)
9/7/2022	24457	S T-Mobile - 32685	8/2022 - District Cell Phone	c	(29.42)
			GM phone (purchase pmt)	c	(33.34)
10/4/2022	24496	S T-Mobile - 32685	9/2022 - District Cell Phone	c	(29.42)

			GM phone (purchase pmt)	c	(33.34)	
11/3/2022	24531	S	T-Mobile - 32685	10/2022 - District Cell Phone	c	(29.41)
				GM phone (purchase pmt)	c	(33.34)
12/2/2022	24571	S	T-Mobile - 32685	11/2022 - District Cell Phone	c	(29.41)
				GM phone (purchase pmt)	c	(33.34)
1/4/2023	24617	S	T-Mobile - 32685	12/2022 - District Cell Phone	c	(29.41)
				GM phone (purchase pmt)	c	(33.34)
				TOTAL 298701 Cell Phones		(1,036.53)
299909 Expenditure Reimb. (Ins Claims)						
7/5/2022	24372		Staples Construction - 52639	HSP Vandalism 3/2022 - Public RR	c	(4,791.28)
8/15/2022	24430		Staples Construction - 52639	HSP Vandalism 3/2022 - Public RR	c	(15,154.49)
				TOTAL 299909 Expenditure Reimb. (Ins Claims)		(19,945.77)
321000 Interest Expense						
7/5/2022	24374	S	Umpqua Bank - 52152	7/2022 - Side Fund Interest	c	(648.50)
7/25/2022	24401	S	Umpqua Bank - 52152	8/2022 - Side Fund Interest	c	(639.57)
8/23/2022	24440	S	Umpqua Bank - 52152	9/2022 - Side Fund Interest	c	(630.63)
9/26/2022	24479	S	Umpqua Bank - 52152	10/2022 - Side Fund Interest	c	(621.69)
10/24/2022	24517	S	Umpqua Bank - 52152	11/2022 - Side Fund Interest	c	(612.76)
11/22/2022	24552	S	Umpqua Bank - 52152	12/2022 - Side Fund Interest	c	(603.81)
12/27/2022	24602	S	Umpqua Bank - 52152	1/2023 - Side Fund Interest	c	(594.88)
1/25/2023	24642	S	Umpqua Bank - 52152	2/2023 - Side Fund Interest	c	(585.95)
				TOTAL 321000 Interest Expense		(4,937.79)
323000 Lease Oblig Retirement Side Fund						
7/5/2022	24374	S	Umpqua Bank - 52152	7/2022 - Side Fund Principal	c	(2,500.00)
7/25/2022	24401	S	Umpqua Bank - 52152	8/2022 - Side Fund Principal	c	(2,500.00)
8/23/2022	24440	S	Umpqua Bank - 52152	9/2022 - Side Fund Principal	c	(2,500.00)
9/26/2022	24479	S	Umpqua Bank - 52152	10/2022 - Side Fund Principal	c	(2,500.00)
10/24/2022	24517	S	Umpqua Bank - 52152	11/2022 - Side Fund Principal	c	(2,500.00)
11/22/2022	24552	S	Umpqua Bank - 52152	12/2022 - Side Fund Principal	c	(2,500.00)
12/27/2022	24602	S	Umpqua Bank - 52152	1/2023 - Side Fund Principal	c	(2,500.00)
1/25/2023	24642	S	Umpqua Bank - 52152	2/2023 - Side Fund Principal	c	(2,500.00)
				TOTAL 323000 Lease Oblig Retirement Side Fund		(20,000.00)
345000 Taxes, Licenses & Assessments						
10/4/2022	24491		Sacramento County - Tax Collectors Office - 472	HSP - CSA1 Lights	c	(655.74)
10/4/2022	24492		Sacramento County - Tax Collectors Office - 472	ACP - CSA1 Lights	c	(47.90)
						12

TOTAL 345000 Taxes, Licenses & Assessments	(703.64)
TOTAL EXPENSES	(240,475.48)
OVERALL TOTAL	(240,475.48)

**ACRPD 2022-2023
339D Expenditures**

**January 2023
Period 7 of 13**

FYTD Completed = 54%

	CODE	CAPITAL OUTLAY	2022-23 Budget	January '23	Expended To Date	Balance	Percent Expended
1	20227504	Miscellaneous	31,410.00	31,410.00	31,410.00	-	100%
2							
3							
4							
5	42420100	Buildings New ADA Features @ HSP			-	-	#DIV/0!
6	42420110	Leasehold Improv. (Oakdale Park)			-	-	#DIV/0!
7	42420200	Structures ACP Park Improv. Proj			-	-	#DIV/0!
8	"	ACP Restroom Building	175,044.00		146,628.00	28,416.00	84%
9	"	ACP Parking Lot Repaving			-	-	#DIV/0!
10	"	ACP Improvements (Prop 68)	147,427.00		19,020.39	128,406.61	13%
11	43430300	Equipment-SD Non-Recon - New Play Equip			-	-	#DIV/0!
12	45450300	Infr--SD-Non-Recon - ACP Pedi Bridge Proj			-	-	#DIV/0!
13	46460300	Other Intangible Asset-Spec Dist - HSP Comm. Ctr Impro.			-	-	#DIV/0!
14	46461300	Intangibles - ???			-	-	
15					-	-	-0-
16		TOTALS:	353,881.00	\$ 31,410.00	\$ 197,058.39	\$ 156,822.61	56%

Funds placed in 20227504 - Miscellenous were placed in this GL Line item for the sole purpose of returning to the 339I Impact Fees account

ACRPD 2022-2023
339D Revenue

January 2023
Period 7 of 13

FYTD Completed = 54%

	Account	2022-23 Budget	January '23	Received To Date	Unrealized	Percent Received
1	94941000 Interest Income		90.00	90.00	(90.00)	#DIV/0!
				-	-	#DIV/0!
2	95952900 In Lieu Fees Transfer			-	-	#DIV/0!
				-	-	#DIV/0!
3	95956300 State-Federal Grants(Jo Smith Pedi Bridge Proj)			-	-	#DIV/0!
4	" State-Federal Grants (Dist Proj/Per Capita Funds)	147,427.00		-	147,427.00	0%
5	"			-	-	#DIV/0!
6	"			-	-	#DIV/0!
				-	-	#DIV/0!
7	95956900 Other Funds - Local (339I Funds)			-	-	#DIV/0!
8	" *Jo Smith Pedi Bridge Proj			-	-	#DIV/0!
9	" *ACP-Park Improvements	175,044.00		175,044.00	-	100%
10	" *HSP Community Ctr Improvements			-	-	#DIV/0!
11	" *HSP ADA Improvements			-	-	#DIV/0!
12				-	-	#DIV/0!
13	95956910 State Match UMPQUA Bank Line of Credit			-	-	#DIV/0!
14	" *Jo Smith Pedi Bridge Proj			-	-	#DIV/0!
15				-	-	#DIV/0!
16				-	-	#DIV/0!
17				-	-	#DIV/0!
18	5506614 Investment Earns			-	-	#DIV/0!
19	Total Other Revenue	\$ 322,471.00	\$ 90.00	\$ 175,134.00	\$ 147,337.00	54%
20	Beginning Fund Balance Available \$XXXXX			-	\$ -	0%
21	Fund Balance Decreased by				\$ -	
22	TOTALS:	322,471.00	90.00	175,134.00	147,337.00	

Note: Per Resolution 2022-22 via JV 110777002, Short term loan of \$147,427.55 provided to 339D GL 5250000 by 339A GL 1800000

Register Expense Report
Period 7
 Account

FY 2022 - 2023
1/1/2023 Through 1/31/2023
339D Project Account

**Not
Clrd**

Date	Num	Description	Account	Memo	Category	Clrd	Amount
1/1/2023		Interest		FY 0222/23 2nd Qtr Interest	941000 Interest	c	90.00
1/11/2023	JV	# 110810947 (110818198)		Transfer funds from 339D and return to 339I	227504 Misc. Funds From 339D To 339I	c	(31,410.00)
					TOTAL 1/1/2023 - 1/31/2023		(31,320.00)
					BALANCE 1/31/2023		9,485.80
					TOTAL INFLOWS		90.00
					TOTAL OUTFLOWS		(31,410.00)
					NET TOTAL		(31,320.00)

Date Num

Description

Memo

Clr

Amount

INCOME

941000 Interest

1/1/2023 Interest

FY 0222/23 2nd Qtr Interest

c

90.00

TOTAL 941000 Interest

90.00

956900 Other Funds - Local (GRANTS)

10/4/2022 JV

110738172

Transferred from 339I to 339D ACP Restroom Project

c

175,044.00

TOTAL 956900 Other Funds - Local (GRANTS)

175,044.00

TOTAL INCOME

175,134.00

EXPENSES

420200 Structures (Projects @ ACP)

7/5/2022

211 Public Restroom Company - 429070

ACP RR Project (339I Funds)

c

(57,235.00)

8/2/2022

212 Staples Construction - 52639

ACP RR Project (Prop 68 Funding)

c

(18,570.56)

8/15/2022 JV

110691470

Re-allocate from 339A 289800 to 339D 420200 (Prop 68 Proje

c

(33.50)

9/7/2022

213 Public Restroom Company - 429070

ACP RR Project (339I Funds)

c

(47,043.00)

9/13/2022 JV

110714399

Re-allocate to 339D 420200 from 339A 289800 (Prop 68 Proje

c

(212.83)

9/26/2022

214 Public Restroom Company - 429070

ACP RR Project (339I Funds)

c

(42,350.00)

10/20/2022 JV

110746256

Re-allocate to 339D 420200 from 339A 289800 (Prop 68 Proje

c

(203.50)

TOTAL 420200 Structures (Projects @ ACP)

(165,648.39)

TOTAL EXPENSES

(165,648.39)

OVERALL TOTAL

9,485.61

**Arcade Creek Recreation and Park District
2022 - 2023 Monthly Revenue Reports**

January 2023

Period 7

339B - Grant Trust

<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
\$ -	\$ -	\$ -	\$ -

088H - Park Dedication

<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
\$ 6,574.66	\$ -	\$ 22.00	\$ 6,596.66

339C - ADA Funds

<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
\$ 1,378.59	\$ -	\$ 5.00	\$ 1,383.59

339I - Park Impact Fee's

<u>Beginning Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Ending Balance</u>
\$ 295,141.99	\$ -	\$ 32,682.00	\$ 327,823.99

10/4/2022 Transferred \$175,044.00 to 339D ACP Restroom Blding Project

11/14/2022 Transferred \$1,501.50 charge from 339A to cover cost of Admin Fee 5yr annual & FY 18-19 Annual

1/11/2023 Transferred/returned funds in the amount of \$31,410.00 back to 339I from 339D

Arcade Creek Recreation and Park District

MEETING DATE: February 16, 2023

**AGENDA ITEM: 5 g Consent Agenda
Correspondence Period 8**

**Correspondence received from Director
A. Vasser at the January 2023 meeting.
Requested that it be included for
February meeting.**

January 16, 2023

Dear Board of Directors,

I apologize for missing the part of the December 2022 meeting where the board met with our independent auditor, Larry Bain, CPA, and discussed the Arcade Creek Recreation and Park District Financial Statements for FY 2021-22. Because of my absence, I was unable to make one point that I felt was important to include in the discussion about the District's finances.

I'd like to make it clear that I don't disagree with the methods followed nor Mr. Bain's findings, but that I feel strongly that it failed to take into account additional information that would have been useful to a casual reader.

On page 16 of the Financial Statements for FY 2021-22, Mr. Bain noted (in relation the District's long-term liabilities) that in November 2017, the board took out a \$305,400 loan from UMPQUA Bank to pay off the CalPERS Side Fund liability. Specifically, he wrote in Note 4 (B) that;

"There was an economic loss to the District associated with refinancing the side fund liability whereas the payments of the new loan exceeded the estimated side fund payments by \$9,233."

It's critical to remember that "estimated side fund payments" cited are provided by CalPERS, based on the anticipated growth of the District's funding levels. The CalPERS projection was based on a 7.0% discount rate (the discount rate being the "long-term interest rate used to fund future pension benefits" based on CalPERS investments made with our funds.

In the decade prior to the District taking out the loan, CalPERS had performed above 7.0% in only four years (2007, 2011, 2013, and 2014), averaging an actual 4.9% return on investments, and causing the Unfunded Accrued Liability (UAL) to grow faster than we were paying it off.

Transferring the side fund liability from CalPERS to UMPQUA Bank locked us in at a set interest rate (rather than the volatile rate we were seeing with CalPERS) and it also set it at a lower interest rate than we could have anticipated seeing with CalPERS.

In the reported years since the loan was taken (2017-2020), CalPERS has performed higher than at the predicted 7.0% (the four-year average was 7.8%) which has left ACRPD with a positive fund balance for the first time since the year we joined PERS.

Sincerely,

Alex Vassar, Chair
Arcade Creek Recreation and Park District

Arcade Creek

Recreation and Park District

February 2023

Board of Directors

Travis Dworetzky
Amanda Gualderama
Michael Hanson
Chris Juell
Alex Vassar

Mailing Address

P.O. Box 418114
Sacramento, CA 95841

Telephone

(916) 482-8377

Email

acrpd@acrpd.com

Arcade Creek Park

5613 Omni Drive
Sacramento, CA

Hamilton Street Park

4855 Hamilton Street
Sacramento, CA

Oakdale Park

3708 Myrtle Avenue
North Highlands, CA

Dear Board of Directors,

Last month was very wet and wild and we lost many of our trees in both parks. The most dramatic loss was at Arcade Creek Park. I went to CAPRD training at which is our liability insurance at Arden Park Recreation and Park District. I asked Matt Duarte if the district could get reimbursement for what we paid to have the trees taken care of. He said we could get reimbursed due to the storm. I will be sending in the pictures of damage and copies of receipts and the report to CARPD the week of February 6th. I also will call in for Jury duty Feb 6th-10th.

I am still working with Staples to get their permits approved, I found them a permit expediter and 2 civil engineers that were highly recommended.

Our Park staff is experiencing total harassment from a homeless individual who is starting fires in our park, urinating all over our locked restroom and continual harassment of our park staff. Anita is trying to get help from the Sheriff's department so we can put a restraining order on him. This man is scaring our park residents and leaving shopping carts in front of our resident's houses. This situation at the park makes me wonder what will happen when we get the new restroom in this park.

Hope you had a happy groundhog's day!

Lisa

Lisa Gonzalez

Meeting Date February 16, 2023		Item # 6 a Old Business
Subject: Review and discuss the districts workflow worksheets for Hamilton Street Park and Arcade Creek Park		
Initiated or requested by <input checked="" type="checkbox"/> Board <input type="checkbox"/> Staff <input type="checkbox"/> Other	Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction <input type="checkbox"/> Action	Report coordinated or prepared by <p style="text-align: center;">Kim Cook</p>
<p>Objective To review and discuss multiple aspects of each park within the district’s oversight and control.</p> <p>Background Over the course of time, deferred maintenance items, amenities, and amenity upgrades, along with many projects have been either ignored or unattainable due to cashflow.</p> <p>The current board of directors requested that staff prepare an extensive detailed spreadsheet that provides information that can be reviewed and discussed, with the desire to set priorities and provide guidance to staff to become proactive rather than reactive in all aspects of the oversight of the properties that the district maintains.</p> <p>Budget/Cost Information Depending on the specific scope of work will determine the cost for overcoming the deferred maintenance items and projects chosen to tackle.</p> <p>Proposed Action To review the spreadsheet information on a regular basis and decide what items or projects that may be achievable during each fiscal year.</p> <p>Alternative Actions Continue to disregard the deferred maintenance items and provide limited changes to the look of the parks and the provided amenities or upgrades.</p>		
Coordination and Review This is a standard practice of the Board.		Attachment(s) District Workflow Worksheets Locations: Hamilton Street Park (HSP) & Arcade Creek Park (ACP)

Line #	Park Location: HSP Small Rental	QTY	Year placed in Service / Changed	Past Current Future	A = Amenity E = Equipment F = Fixture	Last Inspected	Condition S = Satisfactory M = Maint./Repair	Recommendation: Fix/Repair Improve Replace	Date Recommendation Performed	ADA Compliant Yes No NA	Year ADA Compliant	Work to be done by: Employees, Contractor, Volunteers	Preliminary Estimate Cost Range	Time Frame of Work	Recommended Start Date	Priority	What to be done / Comments
	Water Heater (btwn RR's upper area)																

Arcade Creek Recreation and Park District

Meeting Date February 16, 2023		Item # 6 b
		Old Business
Subject: Discussion regarding lease with Oakdale gym and community center		
Initiated or requested by <input checked="" type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other	Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction	Report coordinated or prepared by <i>Lisa Gonzalez</i> and Kim Cook
<p><i>Item originally appeared on the December 15, 2022 and January 19, 2023 agendas.</i></p> <p>Objective To pursue a way to leave our current contract with Twin Oaks School District.</p> <p>Background ACRPD entered a 30-year contract Lease Agreement between Rio Linda Union School District (currently known as Twin Rivers Unified School District) and Arcade Creek Recreation and Park District, the current lease term began in April 12,2004 and endures through April 11, 2034.</p> <p>Budget/Cost Information Legal fees from Derek Cole who is spearheading this transaction.</p> <p>Proposed Action Discussion on December 15th Board meeting and add this agenda item to January 19th board meeting with report from Derek Cole and more discussion. Currently this is an ongoing discussion.</p>		
Coordination and Review This is a standard practice of the Board.		Attachment(s)

Meeting Date February 16, 2023		Item # 6 c Old Business
Subject: Exterior lighting for both rental sites, main office, shop building and restroom building at Hamilton Street Park and both interior lighting of rental facilities. Provided by Staples Construction Company.		
Initiated or requested by <input checked="" type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other	Item Type <input checked="" type="checkbox"/> Informational <input checked="" type="checkbox"/> Direction	Report coordinated or prepared by <i>Lisa Gonzalez & Kim Cook</i>
<p>Objective To remove all exterior lighting and replace it with new more efficient lighting for safety.</p> <p>Upgrade rental facilities to interior led lighting.</p> <p>Analysis The current exterior lighting is not providing us with the safety lighting we need to work in conjunction with our security cameras. The exterior lighting will be covered so they will not be easy to vandalize, which has been a problem in the past.</p> <p>To change and upgrade the current florescent lighting to led lighting.</p> <p>Budget/Cost Information The original quote presented at the January 19, 2023 meeting to replace all exterior lighting dated 12/12/2022 was \$15,939.50 and \$27,941.89 for the interior upgrades dated 1/12/2023. These quotes expired.</p> <p>Attached are updated scopes of work both dated 2/7/2023, the costs remained the same.</p> <p>The lighting estimates are itemized for the Board of Directors to review.</p> <p>Proposed Action Direct staff to enter into a contract for both the exterior and interior lighting with Staples Construction Company.</p>		
Coordination and Review This is a standard practice of the Board.		Attachment(s) Updated budget break down for both exterior and interior lighting.

Scope of work

Exterior lighting for Hamilton Street Park

Work Order Signature Document

EZIQC Contract No.: CA-R1-GB01-123021-STA

New Work Order **Modify an Existing Work Order**

Work Order Number.: 111958.00 Work Order Date: 02/07/2023

Work Order Title: Arcade Creek - Hamilton Park R&R Lights

Owner Name: CALIFORNIA - Arcade Creek Recreation Contractor Name: Staples Construction Company, Inc.

Contact: Lisa Gonzalez Contact: Mark Hodge

Phone: 916-743-2281 Phone: (916) 210 8130

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R1-GB01-123021-STA.

Brief Work Order Description:

Hamilton Park R&R Lights

Time of Performance Estimated Start Date:
Estimated Completion Date:

Liquidated Damages Will apply: Will not apply:

Work Order Firm Fixed Price: \$15,939.50

Owner Purchase Order Number:

Approvals

CALIFORNIA - Arcade Creek Recreation and Park Distr Date

Contractor Date

Detailed Scope of Work

To: Mark Hodge
Staples Construction Company

6510 Lonetree Boulevard, Suite 101
Rocklin, CA 95765
(916) 210 8130

From: Lisa Gonzalez
CALIFORNIA - Arcade Creek Recreation and
Park District
4855 Hamilton St.
Sacramento, CA 95841
916-743-2281

Date Printed: February 07, 2023

Work Order Number: 111958.00

Work Order Title: Arcade Creek - Hamilton Park R&R Lights

Brief Scope: Hamilton Park R&R Lights

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

DSOW • Remove and properly dispose of specified wall pack lights, flood lights, and wrap lights. • Provide and install (18) wall pack lights, (1) flood light, and (1) wrap light. Exclusions • Permits • Design Drawings

Subject to the terms and conditions of EZIQC Contract **CA-R1-GB01-123021-STA.**

Contractor

Date

CALIFORNIA - Arcade Creek Recreation and Park Dist

Date

Contractor's Price Proposal - Summary

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
Work Order #: 111958.00
Owner PO #:
Title: Arcade Creek - Hamilton Park R&R Lights
Contractor: Staples Construction Company, Inc.
Proposal Value: \$15,939.50

Event Building	\$5,944.96
Main Office	\$5,554.53
Park Shop	\$3,652.63
Restroom	\$1,873.61
Section - 01	-\$1,086.23
Proposal Total	\$15,939.50

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
 Work Order #: 111958.00
 Owner PO #:
 Title: Arcade Creek - Hamilton Park R&R Lights
 Contractor: Staples Construction Company, Inc.
 Proposal Value: \$15,939.50

Sect.	Item	Mod.	UOM	Description	Line Total		
Labor	Equip.	Material	(Excludes)				
Event Building							
1	26 05 29 00 0168		EA	3/4", One Hole Steel Conduit Strap	\$26.84		
				Quantity	Unit Price	Factor	Total
			Installation	4.00	x 3.68	x 1.8237	= 26.84
				Used to strap conduit for new wall packs.			
2	26 05 33 13 0601		LF	3/4" Electrical Metallic Tubing (EMT) Conduit	\$107.05		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	x 5.87	x 1.8237	= 107.05
				(3) wall packs require minor conduit runs to add or relocate wall packs.			
3	26 56 19 00 0030		EA	6,451 Lumens, 52 Watt, 2 LEDs, Wall Mounted Security Fixture (Jarvis Corp WMFT-250)	\$5,811.07		
				Quantity	Unit Price	Factor	Total
			Installation	8.00	x 352.69	x 1.8237	= 5,145.61
			Demolition	5.00	x 72.98	x 1.8237	= 665.47
				Used for Lumark Crosstour Led Wall Pack Series XTOR3BPC1.			
Subtotal for Event Building					\$5,944.96		
Main Office							
4	26 05 29 00 0168		EA	3/4", One Hole Steel Conduit Strap	\$13.42		
				Quantity	Unit Price	Factor	Total
			Installation	2.00	x 3.68	x 1.8237	= 13.42
				Used to strap conduit for new wall packs.			
5	26 05 33 13 0601		LF	3/4" Electrical Metallic Tubing (EMT) Conduit	\$107.05		
				Quantity	Unit Price	Factor	Total
			Installation	10.00	x 5.87	x 1.8237	= 107.05
				(1) wall pack on the main building needs relocating of roughly 10' and requires a minor conduit run.			
6	26 56 19 00 0030		EA	6,451 Lumens, 52 Watt, 2 LEDs, Wall Mounted Security Fixture (Jarvis Corp WMFT-250)	\$5,434.06		
				Quantity	Unit Price	Factor	Total
			Installation	7.00	x 352.69	x 1.8237	= 4,502.41
			Demolition	7.00	x 72.98	x 1.8237	= 931.66
				Used for Lumark Crosstour Led Wall Pack Series XTOR3BPC1.			
Subtotal for Main Office					\$5,554.53		
Park Shop							
7	26 55 53 11 0229		EA	80 LEDs, 90 Watt, Adjustable Arm Mount, Rectangular, LED Flood Light (CREE® BetaLED® Edge® FLD-EDG)	\$2,876.34		
				Quantity	Unit Price	Factor	Total
			Installation	1.00	x 1,462.98	x 1.8237	= 2,668.04
			Demolition	1.00	x 114.22	x 1.8237	= 208.30
				Used for R&R on (1) LED flood light at the top peak of the park shop.			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 111958.00
Work Order Title: Arcade Creek - Hamilton Park R&R Lights

Park Shop

8	26 56 19 00 0030	EA	6,451 Lumens, 52 Watt, 2 LEDs, Wall Mounted Security Fixture (Jarvis Corp WMFT-250)					\$776.29	
			Quantity		Unit Price		Factor	Total	
			Installation	1.00	x 352.69	x	1.8237	= 643.20	
			Demolition	1.00	x 72.98	x	1.8237	= 133.09	
			Used for Lumark Crosstour Led Wall Pack Series XTOR3BPC1.						

Subtotal for Park Shop **\$3,652.63**

Restroom

9	26 51 19 00 0273	EA	4' Length, 4,000 Lumens, Surface Mount, Wraparound LED Fixture (Lithonia LBL4)					\$587.21	
			Quantity		Unit Price		Factor	Total	
			Installation	1.00	x 288.60	x	1.8237	= 526.32	
			Demolition	1.00	x 33.39	x	1.8237	= 60.89	
			Used for R&R on (1) wrap light in the women's restroom.						
10	26 56 19 00 0030	EA	6,451 Lumens, 52 Watt, 2 LEDs, Wall Mounted Security Fixture (Jarvis Corp WMFT-250)					\$1,286.40	
			Quantity		Unit Price		Factor	Total	
			Installation	2.00	x 352.69	x	1.8237	= 1,286.40	
			Used for Lumark Crosstour Led Wall Pack Series XTOR3BPC1.						

Subtotal for Restroom **\$1,873.61**

Section - 01

11	01 22 16 00 0002	EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.					-\$1,436.90	
			Quantity		Unit Price		Factor	Total	
			Installation	-1,436.90	x 1.00	x	1.0000	= -1,436.90	
			Reduction to honor old contract amount.						
12	01 22 16 00 0002	EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.					\$350.67	
			Quantity		Unit Price		Factor	Total	
			Installation	318.79	x 1.00	x	1.1000	= 350.67	
			Used for estimated bond if required						

Subtotal for Section - 01 **-\$1,086.23**

Proposal Total **\$15,939.50**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
Work Order #: 111958.00
Owner PO #:
Title: Arcade Creek - Hamilton Park R&R Lights
Contractor: Staples Construction Company, Inc.
Proposal Value: \$15,939.50

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

Scope of work

**Interior lighting for Hamilton Street Park
Rental Facilities**



Work Order Signature Document

EZIQC Contract No.: CA-R1-GB01-123021-STA

New Work Order **Modify an Existing Work Order**

Work Order Number.: 112741.00 Work Order Date: 02/07/2023

Work Order Title: ACRPD Interior Lighting

Owner Name: CALIFORNIA - Arcade Creek Recreation Contractor Name: Staples Construction Company, Inc.

Contact: Lisa Gonzalez Contact: Mark Hodge

Phone: 916-743-2281 Phone: (916) 210 8130

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R1-GB01-123021-STA.

Brief Work Order Description:

ACRPD Interior Lighting

Time of Performance Estimated Start Date:
Estimated Completion Date:

Liquidated Damages Will apply: Will not apply:

Work Order Firm Fixed Price: \$27,941.89

Owner Purchase Order Number:

Approvals

CALIFORNIA - Arcade Creek Recreation and Park Distr Date

Contractor Date

Detailed Scope of Work

To: Mark Hodge
 Staples Construction Company

 6510 Lonetree Boulevard, Suite 101
 Rocklin, CA 95765
 (916) 210 8130

From: Lisa Gonzalez
 CALIFORNIA - Arcade Creek Recreation and
 Park District
 4855 Hamilton St.
 Sacramento, CA 95841
 916-743-2281

Date Printed: February 07, 2023

Work Order Number: 112741.00

Work Order Title: ACRPD Interior Lighting

Brief Scope: ACRPD Interior Lighting

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

DSOW - Remove and reinstall acoustical ceiling tiles for access. - Remove and dispose of (30) thirty 2' x 4' T-Bar lay-in fluorescent troffer fixtures, (5) five 2' x 4' surface mount fluorescent troffer fixtures, and (1) one 4' surface mount wrap light. - Remove ballasts from the fixtures and recycle them. - Install (30) thirty 2' x 4' T-Bar lay-in LED troffer fixtures, (5) five 2' x 4' surface mount LED troffer fixtures, and (1) one 4' surface mount LED wrap light. - Use existing raceways, wiring, and openings. Exclusions - Permits or Fees

Subject to the terms and conditions of EZIQC Contract **CA-R1-GB01-123021-STA.**

 Contractor Date

 CALIFORNIA - Arcade Creek Recreation and Park Dist Date

Contractor's Price Proposal - Summary

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
Work Order #: 112741.00
Owner PO #:
Title: ACRPD Interior Lighting
Contractor: Staples Construction Company, Inc.
Proposal Value: \$27,941.89

Section - 01	\$684.19
Section - 02	\$618.45
Section - 09	\$4,558.96
Section - 26	\$22,080.29
Proposal Total	\$27,941.89

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Contractor's Price Proposal - Detail

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
 Work Order #: 112741.00
 Owner PO #:
 Title: ACRPD Interior Lighting
 Contractor: Staples Construction Company, Inc.
 Proposal Value: \$27,941.89

Sect.	Item	Mod.	UOM	Description	Line Total																
Labor	Equip.	Material	(Excludes)																		
Section - 01																					
1	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$995.74																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>546.00</td> <td>x</td> <td>1.00</td> <td>x</td> <td>1.8237</td> <td>=</td> <td>995.74</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		546.00	x	1.00	x	1.8237	=	995.74	
Installation	Quantity		Unit Price		Factor	=	Total														
	546.00	x	1.00	x	1.8237	=	995.74														
				Used for the estimated bond if required.																	
2	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	-\$2,405.34																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>-2,405.34</td> <td>x</td> <td>1.00</td> <td>x</td> <td>1.0000</td> <td>=</td> <td>-2,405.34</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		-2,405.34	x	1.00	x	1.0000	=	-2,405.34	
Installation	Quantity		Unit Price		Factor	=	Total														
	-2,405.34	x	1.00	x	1.0000	=	-2,405.34														
				Reduction to honor old contract amount.																	
3	01 66 19 00 0047		CY	Transfer Delivered Materials Distances Greater Than 125', Per CY Of Material Per 125'	\$919.24																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>85.00</td> <td>x</td> <td>5.93</td> <td>x</td> <td>1.8237</td> <td>=</td> <td>919.24</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		85.00	x	5.93	x	1.8237	=	919.24	
Installation	Quantity		Unit Price		Factor	=	Total														
	85.00	x	5.93	x	1.8237	=	919.24														
				Used to transfer new boxed fixtures to the work area. 36 fixtures with a box of 2' x 4' x 8" depth = 85 cubic yards.																	
4	01 66 19 00 0073		CY	Transfer Demolition Debris Distances Greater Than 125', Per CY Of Material Per 125'	\$454.21																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>42.00</td> <td>x</td> <td>5.93</td> <td>x</td> <td>1.8237</td> <td>=</td> <td>454.21</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		42.00	x	5.93	x	1.8237	=	454.21	
Installation	Quantity		Unit Price		Factor	=	Total														
	42.00	x	5.93	x	1.8237	=	454.21														
				Used the same concept as the above line item but reduced the depth by 4" as there is no box.																	
5	01 74 19 00 0012		EA	10 CY Dumpster (1.5 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$720.34																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>1.00</td> <td>x</td> <td>394.99</td> <td>x</td> <td>1.8237</td> <td>=</td> <td>720.34</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		1.00	x	394.99	x	1.8237	=	720.34	
Installation	Quantity		Unit Price		Factor	=	Total														
	1.00	x	394.99	x	1.8237	=	720.34														
				Used to dispose of removed existing fixtures.																	
Subtotal for Section - 01					\$684.19																
Section - 02																					
6	02 84 16 00 0002		EA	Removal Of TSCA-Exempt Polychlorinated Biphenyl (PCB) And Non-PCB Ballast From A Demolished Fixture For Recycling	\$525.88																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>36.00</td> <td>x</td> <td>8.01</td> <td>x</td> <td>1.8237</td> <td>=</td> <td>525.88</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		36.00	x	8.01	x	1.8237	=	525.88	
Installation	Quantity		Unit Price		Factor	=	Total														
	36.00	x	8.01	x	1.8237	=	525.88														
				Used to remove ballasts from fixtures.																	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 112741.00
Work Order Title: ACRPD Interior Lighting

Section - 02

7	02 84 16 00 0004	EA	Recycle Non-Polychlorinated Biphenyl (PCB) Ballast Removed From Up To 4' Length Fixtures					\$92.57
		Installation	Quantity	Unit Price	Factor	=	Total	
			36.00	1.41	1.8237		92.57	
			x	x				
			Used to recycle removed ballasts from fixtures.					

Subtotal for Section - 02 **\$618.45**

Section - 09

8	09 51 13 00 0047	SF	Removal And Reinstallation Of Acoustical Panels Only					\$4,558.96
		Installation	Quantity	Unit Price	Factor	=	Total	
			1,152.00	2.17	1.8237		4,558.96	
			x	x				
			Used to remove and reinstall ceiling tiles around old and new fixtures to allow working space for the electricians. Estimated 32 SF around a fixture at 36 fixtures = 1152 SF					

Subtotal for Section - 09 **\$4,558.96**

Section - 26

9	26 01 20 91 0003	EA	Lock Out/Tag Out Breaker Or Motor StarterExcludes tag or padlock See CSI section 26 01 20 91-0004 for padlock, 26 01 20 91-0005 for tag(s).					\$328.54
		Installation	Quantity	Unit Price	Factor	=	Total	
			5.00	36.03	1.8237		328.54	
			x	x				
			Used for estimated lockouts to change fixtures.					
10	26 01 20 91 0004	EA	Lock Out/Tag Out Padlock Device					\$91.28
		Installation	Quantity	Unit Price	Factor	=	Total	
			5.00	10.01	1.8237		91.28	
			x	x				
			LOTO					
11	26 01 20 91 0005	EA	Lock Out/Tag Out Tags					\$28.54
		Installation	Quantity	Unit Price	Factor	=	Total	
			5.00	3.13	1.8237		28.54	
			x	x				
			LOTO					
12	26 51 16 00 0059	EA	4 T5 Lamps, 2' x 4', Prismatic Lensed, Lay-In/Troffer Fluorescent Fixture					\$2,790.92
		Installation	Quantity	Unit Price	Factor	=	Total	
			0.00	499.20	1.8237		0.00	
			x	x				
		Demolition	Quantity	Unit Price	Factor	=	Total	
			36.00	42.51	1.8237		2,790.92	
			x	x				
			Used to remove 36 existing fluorescent fixtures.					
13	26 51 19 00 0144	EA	2' x 4', 4,800 Lumens, Volumetric, Lay-In/Troffer LED Fixture (Lithonia 2RTL4)					\$15,662.67
		Installation	Quantity	Unit Price	Factor	=	Total	
			30.00	286.28	1.8237		15,662.67	
			x	x				
			Used install (30) thirty new 2' x 4' T-Bar lay-in LED troffer fixtures. Proposed Lithonia fixtures were sent to the client.					
14	26 51 19 00 0263	EA	2' x 4', 3,000 Lumens, Surface Mount, Volumetric LED Fixture (Lithonia 2RTX4)					\$2,652.02
		Installation	Quantity	Unit Price	Factor	=	Total	
			5.00	290.84	1.8237		2,652.02	
			x	x				
			Used to R&R (5) 2' x 4' surface mount troffer light fixtures with proposed Lithonia LED Fixtures . Proposed Lithonia fixtures were sent to the client.					
15	26 51 19 00 0273	EA	4' Length, 4,000 Lumens, Surface Mount, Wraparound LED Fixture (Lithonia LBL4)					\$526.32
		Installation	Quantity	Unit Price	Factor	=	Total	
			1.00	288.60	1.8237		526.32	
			x	x				
			Used to R&R (1) wrap fixture.					

Subtotal for Section - 26 **\$22,080.29**

Contractor's Price Proposal - Detail Continues..

Work Order Number: 112741.00

Work Order Title: ACRPD Interior Lighting

Proposal Total**\$27,941.89**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: %

Subcontractor Listing

Date: February 07, 2023

Re: IQC Master Contract #: CA-R1-GB01-123021-STA
Work Order #: 112741.00
Owner PO #:
Title: ACRPD Interior Lighting
Contractor: Staples Construction Company, Inc.
Proposal Value: \$27,941.89

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00

Meeting Date February 16, 2023		Item # 6 d
		Old Business
Subject: Bereavement Leave – Updated District Policy 2450 Bereavement Leave per Assembly Bill 1949 requirements.		
Initiated or requested by <input type="checkbox"/> Board <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Other	Item Type <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	Report coordinated or prepared by <i>Kim Cook</i> Office Manager
Objective To update the current District Policy 2540 Bereavement Leave to bring policy up to date with Assembly Bill 1949 Bereavement Leave requirement.		
Background This item was placed on the January 19, 2023 agenda for discussion. Due to the changes in the current policy based on AB 1949 requirements. AB 1949 – Bereavement Leave amends the California Family Rights Act (CFRA) to require that covered employers provide employees with up to five days of bereavement leave for the death of a qualifying family member. This obligation is separate and apart from the 12 weeks of leave employees are eligible to take under the CFRA for their own serious health condition or that of a family member. To be eligible for bereavement leave, an employee must have been employed for at least 30 days, Leave may be taken for the death of an employee’s spouse, domestic partner, parent, parent-in-law, grandparent, grandchild, child, or sibling. The leave must be taken within three months of the family death and can be taken all at once or intermittently. Employers may require that employees take this leave pursuant to any existing bereavement leave policy. If the employer does not have an existing policy, the leave may be unpaid; however, employees may elect to use accrued vacation, personal leave, sick leave, or other compensatory time off.		
Budget/Cost Information TBD		
Proposed Action Per discussion at the January 2023 meeting, Policy 2540 has been updated for review and Board approval.		
Alternative Actions Determine different options but update the policy to be in line with AB 1949.		
Coordination and Review This is a standard practice of the Board.		Attachment(s) Updated District Policy 2540 – Bereavement Leave

Arcade Creek Recreation and Park District

POLICY HANDBOOK

POLICY TITLE: Bereavement Leave
POLICY NUMBER: 2540

2540.1 This policy shall apply to probationary and regular full-time employees in all classifications.

2540.2 In the event of a death in the immediate family, a regular full-time employee may be granted a paid leave of absence not to exceed 5 days, additional time may be considered depending on distance to be traveled, additional time if granted, to be taken as regular sick leave or vacation. Verification may be required by the General Manager. Bereavement is in addition to earned regular sick leave and vacation time.

2540.2.1 Part -time employees may be granted non-paid leave of absence not to exceed 5 days.

2540.3 "Immediate family" is defined as being spouse, parents, children, grandchild(ren), brother, sister, grandparents, father-in-law, mother-in-law, sister-in-law, brother-in-law or any other person who is a legal dependent of the employee.

2540.4 Per AB 1949 – Bereavement Leave amends the California Family Rights Act (CFRA) to require that employers provide employees with up to five days of bereavement leave for the death of a qualifying family member. This obligation is separate and apart from the 12 weeks of leave employees are eligible to take under the CFRA for their own serious health condition or that of a family member. To be eligible for bereavement leave, an employee must have been employed for at least 30 days. Leave may be taken for the death of an employee's spouse, domestic partner, parent-in-law, grandparent, grandchild, child, or sibling. The leave must be taken within three months of the family member's death and can be taken all at once or intermittently. Employers may require that employees take this leave pursuant to any existing bereavement leave policy. If the employer does not have an existing policy, the leave may be unpaid; however, employees may elect to use accrued vacation, personal leave, sick leave, or other compensatory time off.

Meeting Date February 16, 2023		Item # 7 a
		New Business
Subject: Receive the 2023 Sacramento County Annual Investment Policy of the Pooled Investment		
Initiated or requested by <input type="checkbox"/> Board <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other	Item Type <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Direction <input type="checkbox"/> Action	Report coordinated or prepared by <i>Kim Cook</i>
Objective Receive report		
Background On an annual basis Sacramento County issues an Investment Policy and Report, showing where funds are invested by the County. It is required by law that the County ask each agency within its boundaries formally receive this Policy and Report document each year as required.		
Analysis Comply with the law and accept the Investment Policy and Report for 2023.		
Budget/Cost Information None		
Proposed Action Accept report		
Alternative Actions None		
Coordination and Review This is a standard practice of the Board.		Attachment(s) Calendar Year 2023 Investment Policy for the Pooled investment Fund

Department of Finance

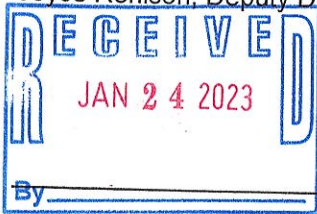
Ben Lamera, Director

Joyce Renison, Deputy Director



Divisions

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



County of Sacramento

January 17, 2023

To: Pooled Investment Fund Participant Agency Board Chairs

Subject: **CALENDAR YEAR 2023 INVESTMENT POLICY FOR THE POOLED INVESTMENT FUND**

Since 1987, the Director of Finance has submitted a statement of investment policy to the Sacramento County Board of Supervisors for consideration and adoption. The Board of Supervisors approved the enclosed calendar year 2023 investment policy on December 6, 2022.

The 2023 investment policy eliminates now-obsolete Fitch Viability and Support Rating requirements for banks.

I recommend that the legislative body of your agency receive and file the enclosed Sacramento County Annual Investment Policy of the Pooled Investment Fund — Calendar Year 2023 at its next regular meeting. Your action to receive and file the policy constitutes consideration at a public meeting as recommended by Government Code section 53646(a)(2). The investment policy is also available on the Department of Finance – Investment Division webpage at <https://finance.saccounty.gov/investments>.

The following investment-related reports are also available on the Investment Division webpage:

- Pooled Investment Fund Monthly Review
- Quarterly Pooled Investment Fund Report
- Non-Pooled Investment Funds Portfolio Report

If you have any questions about the investment policy or management of the Pooled Investment Fund portfolio, please call me at (916) 874-6744 or Chief Investment Officer Bernard Santo Domingo at (916) 874-7320.

Sincerely,

Ben Lamera
Director of Finance

Enclosure



SACRAMENTO COUNTY

Annual Investment Policy of the Pooled Investment Fund

CALENDAR YEAR 2023

*Approved by the
Sacramento County Board of Supervisors*

December 6, 2022
Resolution No. 2022-1002

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SACRAMENTO COUNTY

**Annual Investment Policy
of the Pooled Investment Fund**

CALENDAR YEAR 2023

I. Authority

Under the Sacramento County Charter, the Board of Supervisors established the position of Director of Finance and by ordinance will annually review and renew the Director of Finance's authority to invest and reinvest all the funds in the County Treasury.

II. Policy Statement

This Investment Policy (Policy) establishes cash management and investment guidelines for the Director of Finance, who is responsible for the stewardship of the Sacramento County Pooled Investment Fund. Each transaction and the entire portfolio must comply with California Government Code and this Policy. All portfolio activities will be judged by the standards of the Policy and its investment objectives. Activities that violate its spirit and intent will be considered contrary to the Policy.

III. Standard of Care

The Director of Finance is the Trustee of the Pooled Investment Fund and therefore, a fiduciary subject to the prudent investor standard. The Director of Finance, employees involved in the investment process, and members of the Sacramento County Treasury Oversight Committee (Oversight Committee) shall refrain from all personal business activities that could conflict with the management of the investment program. All individuals involved will be required to report all gifts and income in accordance with California state law. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the Director of Finance shall act with care, skill, prudence, and diligence to meet the aims of the investment objectives listed in Section IV, Investment Objectives.

IV. Investment Objectives

The Pooled Investment Fund shall be prudently invested in order to earn a reasonable return, while awaiting application for governmental purposes. The specific objectives for the Pooled Investment Fund are ranked in order of importance.

A. Safety of Principal

The preservation of principal is the primary objective. Each transaction shall seek to ensure that capital losses are avoided, whether they be from securities default or erosion of market value.

B. Liquidity

As a second objective, the Pooled Investment Fund should remain sufficiently flexible to enable the Director of Finance to meet all operating requirements that may be reasonably anticipated in any depositor's fund.

C. Public Trust

In managing the Pooled Investment Fund, the Director of Finance and the authorized investment traders should avoid any transactions that might impair public confidence in Sacramento County and the participating local agencies. Investments should be made with precision and care, considering the probable safety of the capital as well as the probable income to be derived.

D. Maximum Rate of Return

As the fourth objective, the Pooled Investment Fund should be designed to attain a market average rate of return through budgetary and economic cycles, consistent with the risk limitations, prudent investment principles and cash flow characteristics identified herein. For comparative purposes, the State of California Local Agency Investment Fund (LAIF) will be used as a performance benchmark. The Pooled Investment Fund quarterly performance benchmark target has been set at or above LAIF's yield. This benchmark was chosen because LAIF's portfolio structure is similar to the Pooled Investment Fund.

V. Pooled Investment Fund Investors

The Pooled Investment Fund investors are comprised of Sacramento County, school and community college districts, districts directed by the Board of Supervisors, and independent special districts and joint powers authorities whose treasurer is the Director of Finance. Any local agencies not included in this category are subject to California Government Code section 53684 and are referred to as outside investors.

VI. Implementation

In order to provide direction to those responsible for management of the Pooled Investment Fund, the Director of Finance has established this Policy and will provide it to the Oversight Committee and render it to legislative bodies of local agencies that participate in the Pooled Investment Fund. In accordance with California Government Code section 53646, et seq., the Board of Supervisors shall review and approve this Policy annually at a public meeting.

This Policy provides a detailed description of investment parameters used to implement the investment process and includes the following: investable funds; authorized instruments; prohibited investments; credit requirements; maximum maturities and concentrations; repurchase agreements; Community Reinvestment Act Program; criteria

and qualifications of broker/dealers and direct issuers; investment guidelines, management style and strategy; Approved Lists; and calculation of yield and costs.

VII. Internal Controls

The Director of Finance shall establish internal controls to provide reasonable assurance that the investment objectives are met and to ensure that the assets are protected from loss, theft, or misuse. To assist in implementation and internal controls, the Director of Finance has established an Investment Group and a Review Group.

The Investment Group, which is comprised of the Director of Finance and his/her designees, is responsible for maintenance of the investment guidelines and Approved Lists. These guidelines and lists can be altered daily, if needed, to adjust to the ever-changing financial markets. The guidelines can be more conservative or match the policy language. In no case can the guidelines override the Policy.

The Review Group, which is comprised of the Director of Finance and his/her designees, is responsible for the monthly review and appraisal of all the investments purchased by the Director of Finance and staff. This review includes bond proceeds, which are invested separately from the Pooled Investment Fund and are not governed by this Policy.

The Director of Finance shall establish a process for daily, monthly, quarterly, and annual review and monitoring of the Pooled Investment Fund activity. The following articles, in order of supremacy, govern the Pooled Investment Fund:

1. California Government Code
2. Annual Investment Policy
3. Current Investment Guidelines
4. Approved Lists (see page 9, Section IX.K)

The Director of Finance shall review the daily investment activity and corresponding bank balances.

Monthly, the Review Group shall review all investment activity and its compliance to the corresponding governing articles and investment objectives.

All securities purchased, with the exception of bank deposits, money market mutual funds, and LAIF, shall be delivered to the independent third-party custodian selected by the Director of Finance. This includes all collateral for repurchase agreements. All trades, where applicable, will be executed by delivery versus payment by the designated third-party custodian.

VIII. Sacramento County Treasury Oversight Committee

In accordance with California Government Code section 27130 et seq., the Board of Supervisors, in consultation with the Director of Finance, has created the Sacramento County Treasury Oversight Committee (Oversight Committee). Annually, the Oversight

Committee shall cause an audit to be conducted on the Pooled Investment Fund. The meetings of the Oversight Committee shall be open to the public and subject to the Ralph M. Brown Act.

A member of the Oversight Committee may not be employed by an entity that has contributed to the campaign of a candidate for the office of local treasurer, or contributed to the campaign of a candidate to be a member of a legislative body of any local agency that has deposited funds in the county treasury, in the previous three years or during the period that the employee is a member of the Oversight Committee. A member may not directly or indirectly raise money for a candidate for local treasurer or a member of the Sacramento County Board of Supervisors or governing board of any local agency that has deposited funds in the county treasury while a member of the Oversight Committee. Finally, a member may not secure employment with, or be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the treasurer is doing business during the period that the person is a member of the Oversight Committee or for one year after leaving the committee.

The Oversight Committee is not allowed to direct individual investment decisions, select individual investment advisors, brokers or dealers, or impinge on the day-to-day operations of the Department of Finance treasury and investment operations.

IX. Investment Parameters

A. Investable Funds

Total Investable Funds (TIF) for purposes of this Policy are all Pooled Investment Fund moneys that are available for investment at any one time, including the estimated bank account float. Included in TIF are funds of outside investors, if applicable, for which the Director of Finance provides investment services. Excluded from TIF are all funds held in separate portfolios.

The Cash Flow Horizon is the period in which the Pooled Investment Fund cash flow can be reasonably forecasted. This Policy establishes the Cash Flow Horizon to be one (1) year.

Once the Director of Finance has deemed that the cash flow forecast can be met, the Director of Finance may invest funds in securities with maturities beyond one year. These securities will be referred to as the Core Portfolio.

B. Authorized Investments

Authorized investments shall match the general categories established by the California Government Code sections 53601 et seq. and 53635 et seq. Authorized investments shall include, in accordance with California Government Code section 16429.1, investments into LAIF. Authorization for specific instruments within these general categories, as well as narrower portfolio concentration and maturity limits, will be established and maintained by the Investment Group as part of the Investment

Guidelines. As the California Government Code is amended, this Policy shall likewise become amended.

C. Prohibited Investments

No investments shall be authorized that have the possibility of returning a zero or negative yield if held to maturity except for securities issued by, or backed by, the United States government during a period of negative market interest rates.

Prohibited investments shall include inverse floaters, range notes, and interest only strips derived from a pool of mortgages.

All legal investments issued by a tobacco-related company are prohibited. A tobacco-related company is defined as an entity that makes smoking products from tobacco used in cigarettes, cigars, or snuff or for smoking in pipes. The tobacco-related issuers restricted from any investment are any component companies in the Dow Jones U.S. Tobacco Index or the NYSE Arca Tobacco Index.

D. Credit Requirements

Except for municipal obligations and Community Reinvestment Act (CRA) bank deposits and certificates of deposit, the issuer's short-term credit ratings shall be at or above A-1 by Standard & Poor's, P-1 by Moody's, and, if available, F1 by Fitch, and the issuer's long-term credit ratings shall be at or above A by Standard & Poor's, A2 by Moody's, and, if available, A by Fitch. There are no credit requirements for Registered State Warrants. All other municipal obligations shall be at or above a short-term rating of SP-1 by Standard & Poor's, MIG1 by Moody's, and, if available, F1 by Fitch.

Community Reinvestment Act Program Credit Requirements

Maximum Amount	Minimum Requirements
Up to the FDIC- or NCUSIF-insured limit for the term of the deposit	<u>Banks</u> — FDIC Insurance Coverage
	<u>Credit Unions</u> — NCUSIF Insurance Coverage <i>Credit unions are limited to a maximum deposit of the NCUSIF-insured limit since they are not rated by nationally recognized rating agencies and are not required to provide collateral on public deposits.</i>
Over the FDIC- or NCUSIF-insured limit	<p>(Any 2 of 3 ratings)</p> <p>S&P: A-2</p> <p>Moody's: P-2</p> <p>Fitch: F-2</p> <p style="text-align: center;">OR</p> <p>Collateral is required</p> <p>Through a private sector entity that assists in the placement of deposits to achieve FDIC insurance coverage of the full deposit and accrued interest.</p>

Eligible banks must have Community Reinvestment Act performance ratings of “satisfactory” or “outstanding” from their federal regulator. In addition, deposits greater than the federally-insured amount must be collateralized. Banks must either have a letter of credit issued by the Federal Home Loan Bank of San Francisco or place securities worth between 110% and 150% of the value of the deposit with the Federal Reserve Bank of San Francisco, the Home Loan Bank of San Francisco, or a trust bank.

Since credit unions do not have Community Reinvestment Act performance ratings, they must demonstrate a commitment to community reinvestment lending and charitable activities comparable to what is required of banks.

All commercial paper and medium-term note issues must be issued by corporations operating within the United States and having total assets in excess of one billion dollars (\$1,000,000,000).

The Investment Group may raise these credit standards as part of the Investment Guidelines and Approved Lists. Appendix A provides a Comparison and Interpretation of Credit Ratings by Standard & Poor’s, Moody’s, and Fitch.

E. Maximum Maturities

Due to the nature of the invested funds, no investment with limited market liquidity should be used. Appropriate amounts of highly-liquid investments, such as U.S. Treasury and Agency obligations, should be maintained to accommodate unforeseen withdrawals.

The maximum maturity, determined as the term from the date of ownership to the date of maturity, for each investment shall be established as follows:

U.S. Treasury and Agency Obligations.....	5 years
Washington Supranational Obligations ¹	5 years
Municipal Notes.....	5 years
Registered State Warrants.....	5 years
Bankers Acceptances.....	180 days
Commercial Paper.....	270 days
Negotiable Certificates of Deposit.....	180 days
CRA Bank Deposit/Certificates of Deposit.....	1 year
Repurchase Agreements.....	1 year
Reverse Repurchase Agreements.....	92 days
Medium-Term Corporate Notes.....	180 days
Collateralized Mortgage Obligations.....	180 days

¹ The International Bank for Reconstruction and Development, International Finance Corporation, and Inter-American Development Bank.

The Investment Group may reduce these maturity limits to a shorter term as part of the Investment Guidelines and the Approved Lists.

The ultimate maximum maturity of any investment shall be five (5) years. The dollar-weighted average maturity of all securities shall be equal to or less than three (3) years.

F. Maximum Concentrations

No more than 80% of the portfolio may be invested in issues other than U.S. Treasury and Agency obligations. The maximum allowable percentage for each type of security is set forth as follows:

U.S. Treasury and Agency Obligations	100%
Municipal Notes.....	80%
Registered State Warrants.....	80%
Bankers Acceptances	40%
Commercial Paper	40%
Washington Supranational Obligations.....	30%
Negotiable Certificates of Deposit and CRA Deposit/Certificates of Deposit	30%
Repurchase Agreements	30%
Reverse Repurchase Agreements	20%
Medium-Term Corporate Notes.....	30%
Money Market Mutual Funds.....	20%
Collateralized Mortgage Obligations	20%
Local Agency Investment Fund (LAIF).....	(per State limit)

The Investment Group may reduce these concentrations as part of the Investment Guidelines and the Approved Lists.

Excluding U.S. Treasury and Agency obligations, no more than 10% of the portfolio, may be invested in securities of a single issuer including its related entities.

Where a percentage limitation is established above, for the purpose of determining investment compliance, that maximum percentage will be applied on the date of purchase.

G. Repurchase Agreements

Under California Government Code section 53601, paragraph (j) and section 53635, the Director of Finance may enter into Repurchase Agreements and Reverse Repurchase Agreements. The maximum maturity of a Repurchase Agreement shall be one year. The maximum maturity of a reverse repurchase agreement shall be 92 days, and the proceeds of a reverse repurchase agreement may not be invested beyond the expiration of the agreement. The reverse repurchase agreement must be "matched to maturity" and meet all other requirements in the code.

All repurchase agreements must have an executed Sacramento County Master Repurchase Agreement on file with both the Director of Finance and the

Broker/Dealer. Repurchase Agreements executed with approved broker-dealers must be collateralized with either: (1) U.S. Treasury and Agency obligations with a market value of 102% for collateral marked to market daily; or (2) money market instruments on the Approved Lists of the County that meet the qualifications of the Policy, with a market value of 102%. Since the market value of the underlying securities is subject to daily market fluctuations, investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102% no later than the next business day. Use of mortgage-backed securities for collateral is not permitted. Strictly for purposes of investing the daily excess bank balance, the collateral provided by the Sacramento County's depository bank can be U.S. Treasury and Agency obligations valued at 110%, or mortgage-backed securities valued at 150%.

H. Community Reinvestment Act Program

The Director of Finance has allocated within the Pooled Investment Fund, a maximum of \$90 million for the Community Reinvestment Act Program to encourage community investment by financial institutions, which includes community banks and credit unions, and to acknowledge and reward local financial institutions that support the community's financial needs. The Director of Finance may increase this amount, as appropriate, while staying within the investment policy objectives and maximum maturity and concentration limits. The eligible banks and savings banks must have Community Reinvestment Act performance ratings of "satisfactory" or "outstanding" from each financial institution's regulatory authority. The minimum credit requirements are located on page 5 of Section IX.D.

I. Criteria and Qualifications of Brokers/Dealers and Direct Issuers

All transactions initiated on behalf of the Pooled Investment Fund and Sacramento County shall be executed through either government security dealers reporting as primary dealers to the Market Reports Division of the Federal Reserve Bank of New York or direct issuers that directly issue their own securities that have been placed on the Approved List of brokers/dealers and direct issuers. Further, these firms must have an investment grade rating from at least two national rating services, if available.

Brokers/Dealers and direct issuers that have exceeded the political contribution limits, as contained in Rule G-37 of the Municipal Securities Rulemaking Board, within the preceding four-year period to the Director of Finance, any member of the Board of Supervisors, or any candidate for the Board of Supervisors, are prohibited from the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer will be sent a copy of this Policy and a list of those persons authorized to execute investment transactions. Each firm must acknowledge receipt of such materials to qualify for the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer authorized to do business with Sacramento County shall, at least annually, supply the Director of Finance with audited financial statements.

J. Investment Guidelines, Management Style and Strategy

The Investment Group shall issue and maintain Investment Guidelines specifying authorized investments, credit requirements, permitted transactions, and issue maturity and concentration limits consistent with this Policy.

The Investment Group shall also issue a statement describing the investment management style and current strategy for the entire investment program. The management style and strategy can be changed to accommodate shifts in the financial markets, but at all times they must be consistent with this Policy and its objectives.

K. Approved Lists

The Investment Group, named by the Director of Finance, shall issue and maintain various Approved Lists. These lists are:

1. Approved Domestic Banks for all legal investments.
2. Approved Foreign Banks for all legal investments.
3. Approved Commercial Paper and Medium Term Note Issuers.
4. Approved Money Market Mutual Funds.
5. Approved Firms for Purchase or Sale of Securities (Brokers/Dealers and Direct Issuers).
6. Approved Banks / Credit Unions for the Community Reinvestment Act Program.

L. Calculation of Yield and Costs

The costs of managing the investment portfolio, including but not limited to: investment management; accounting for the investment activity; custody of the assets; managing and accounting for the banking; receiving and remitting deposits; oversight controls; and indirect and overhead expenses are charged to the investment earnings based upon actual labor hours worked in respective areas. Costs of these respective areas are accumulated by specific cost accounting projects and charged to the Pooled Investment Fund on a quarterly basis throughout the fiscal year.

The Department of Finance will allocate the net interest earnings of the Pooled Investment Fund quarterly. The net interest earnings are allocated based upon the average daily cash balance of each Pooled Investment Fund participant.

X. Reviewing, Monitoring and Reporting of the Portfolio

The Review Group will prepare and present to the Director of Finance at least monthly a comprehensive review and evaluation of the transactions, positions, performance of the Pooled Investment Fund and compliance to the California Government Code, Policy, and Investment Guidelines.

Quarterly, the Director of Finance will provide to the Board of Supervisors, the Oversight Committee, and to any local agency participant that requests a copy, a detailed report on the Pooled Investment Fund. The report will also be posted on the Department of Finance website. Pursuant to California Government Code section 53646, the report will list the type of investments, name of issuer, maturity date, par and dollar amount of the investment. For the total Pooled Investment Fund, the report will list average maturity, the market value, and the pricing source. Additionally, the report will show any funds under the management of contracting parties, a statement of compliance to the Policy and a statement of the Pooled Investment Fund's ability to meet the expected expenditure requirements for the next six months.

XI. Withdrawal Requests for Pooled Fund Investors

The Director of Finance will honor all requests to withdraw funds for normal cash flow purposes that are approved by the Director of Finance at a one dollar net asset value. Any requests to withdraw funds for purposes other than immediate cash flow needs, such as for external investing, are subject to the consent of the Director of Finance. In accordance with California Government Code Sections 27133(h) and 27136, such requests for withdrawals must first be made in writing to the Director of Finance. When evaluating a request to withdraw funds, the Director of Finance will take into account the effect of a withdrawal on the stability and predictability of the Pooled Investment Fund and the interests of other depositors. Any withdrawal for such purposes will be at the market value of the Pooled Investment Fund on the date of the withdrawal.

XII. Limits on Honoraria, Gifts, and Gratuities

In accordance with California Government Code Section 27133(d), this Policy establishes limits for the Director of Finance; individuals responsible for management of the portfolios; and members of the Investment Group and Review Group who direct individual investment decisions, select individual investment advisors and broker/dealers, and conduct day-to-day investment trading activity. The limits also apply to members of the Oversight Committee. Any individual who receives an aggregate total of gifts, honoraria and gratuities in excess of \$50 in a calendar year from a broker/dealer, bank or service provider to the Pooled Investment Fund must report the gifts, dates and firms to the designated filing official and complete the appropriate State forms.

No individual may receive aggregate gifts, honoraria, and gratuities from any single source in a calendar year in excess of the amount specified in Section 18940.2(a) of Title 2, Division 6 of the California Code of Regulations. This limitation was \$520 for the

period January 1, 2021, to December 31, 2022. The limitation for January 1, 2023, to December 31, 2024 will be adjusted for inflation by the State Fair Political Practices Commission by January 2023. Any violation must be reported to the State Fair Political Practices Commission.

XIII. Terms and Conditions for Outside Investors

Outside investors may invest in the Pooled Investment Fund through California Government Code Section 53684. Their deposits are subject to the consent of the Director of Finance. The legislative body of the local agency must approve the Sacramento County Pooled Investment Fund as an authorized investment and execute a Memorandum of Understanding. Any withdrawal of these deposits must be made in writing 30 days in advance and will be paid based upon the market value of the Pooled Investment Fund. If the Director of Finance considers it appropriate, the deposits may be returned at any time to the local agency.

Appendix A

Comparison and Interpretation of Credit Ratings

Long Term Debt & Individual Bank Ratings			
Rating Interpretation	Moody's	S&P	Fitch
<i>Best-quality grade</i>	Aaa	AAA	AAA
<i>High-quality grade</i>	Aa1	AA+	AA+
	Aa2	AA	AA
	Aa3	AA-	AA-
<i>Upper Medium Grade</i>	A1	A+	A+
	A2	A	A
	A3	A-	A-
<i>Medium Grade</i>	Baa1	BBB+	BBB+
	Baa2	BBB	BBB
	Baa3	BBB-	BBB-
<i>Speculative Grade</i>	Ba1	BB+	BB+
	Ba2	BB	BB
	Ba3	BB-	BB-
<i>Low Grade</i>	B1	B+	B+
	B2	B	B
	B3	B-	B-
<i>Poor Grade to Default</i>	Caa	CCC+	CCC
<i>In Poor Standing</i>	-	CCC	-
	-	CCC-	-
<i>Highly Speculative Default</i>	Ca	CC	CC
	C	-	-
<i>Default</i>	-	-	DDD
	-	-	DD
	-	D	D

Short Term / Municipal Note Investment Grade Ratings			
Rating Interpretation	Moody's	S&P	Fitch
<i>Superior Capacity</i>	MIG-1	SP-1+/SP-1	F1+/F1
<i>Strong Capacity</i>	MIG-2	SP-2	F2
<i>Acceptable Capacity</i>	MIG-3	SP-3	F3

Appendix A

Short Term / Commercial Paper Investment Grade Ratings

Rating Interpretation	Moody's	S&P	Fitch
<i>Superior Capacity</i>	P-1	A-1+/A-1	F1+/F1
<i>Strong Capacity</i>	P-2	A-2	F2
<i>Acceptable Capacity</i>	P-3	A-3	F3

Arcade Creek Recreation and Park District

MEETING DATE: February 16, 2023

AGENDA ITEM: 7 b New Business

Informational Q & A with SMUD on available incentives.

Arcade Creek Recreation and Park District

MEETING DATE: February 16, 2023

AGENDA ITEM: 8 Board Discussion

General discussion on topics for future meetings.