

BOARD OF DIRECTORS

Arden Manor Recreation and Park District

1415 Rushden Drive, Sacramento, CA 95864

Phone (916) 487-7851 Fax (916) 487-2028

Board@Amrpd.org

Agenda: Regular Meeting

Date: April 20, 2023

Time: 6:30 PM

Location: 1415 Rushden Drive,
Sacramento, CA 95864

1. CALL TO ORDER

a) Pledge of Allegiance

b) Roll Call and Introduction of Guests

Michael Grace, Chair Jeremy Cullifer, Vice Chair

Warren Harding, Director Jake Baumgartner, Secretary

Debra Cullifer, Director

2. VISION STATEMENT

Arden Manor Recreation and Park District, in partnership with the community, contributes to a high quality of life for residents of all ages in a safe, clean, healthy environment. Residents participate in programs that promote and enrich individual, family, and cultural harmony and prosperity.

3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Members of the public may address the Board on general District topics not listed on this agenda or on specific agenda items when the items are heard. Persons who wish to comment on either agenda or non-agenda items should fill out a comment card located on the table in the rear of the room and give it to the General Manager. The Chair will call for comments at the appropriate time. A time limit of three (3) minutes will be observed for each speaker. It is a violation of state law for the Board to discuss or take action on non-agenda items. Board members may only ask brief clarifying questions or refer the matter to staff.

4. BUSINESS ITEMS

a) Consent Agenda

i) Minutes of the March 23, 2023, Regular Board Meeting

ii) Payroll, Supplies, and Revenue Year to Date

iii) Program Revenue and Refund Report for March 2023

iv) Payroll Report for March 2023

v) Claims for March 2023

vi) Revolving Fund Report for March 2023

vii) Fulton El Camino Police Department Report for March 2023

b) Public Transparency Station: The Board will discuss new and innovative ways of increasing public outreach and receiving feedback.

c) Community Meetings in the Parks: The Board will discuss and plan the community meetings in the parks.

5. REPORTS

a. District Manager

b. Maintenance Report

6. BOARD COMMENTS

7. ADJOURNMENT

Next Regular Board Meeting Thursday, May 18, 2023

AMERICANS WITH DISABILITIES ACT ACCOMODATIONS – *If you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, then please contact Kelly Lewellen at (916) 487-7851. Requests must be made as early as possible, and at least three-full business days before the start of the meeting.*

BOARD MEETING MATERIALS - *Non-confidential documents or writings for items on this agenda submitted to the Board of Directors after distribution of the Board Packet are available to the public at the same time at the address listed above during regular business hours.*

Arden Manor Recreation and Park District
Board of Directors March 23, 2022, Meeting Minutes

Board Members present:

Call to Order by Mike Grace at 6:30PM

Board Members present:

Mike Grace, Board Chair Debra Cullifer, Director

Jake Baumgartner, Secretary (Late arrival)

Jeremy Cullifer, Vice Chair Warren Harding, Director

Staff present: Kelly Lewellen – District Manager

 Mike Cottonwood – Maintenance Supervisor

 Eric Buchanan – Senior Maintenance Worker

3. Public Comment:

No comment

4. BUSINESS ITEMS

a). Consent Agenda

Motion to adopt as amended made by Jeremy Cullifer , Seconded by Warren Harding

Motion to adopt :

 Motion 4 Ayes 0 No 0 Abstain 1 Absent

b). Board Stipend:

Mike Grace discusses three different resolutions for stipends and education.

Jeremy Cullifer motions to adopt Claim specific resolution for reimbursement of expenses already incurred. Debra Cullifer seconds.

 Motion 4 Ayes 1_No 0 Abstain

Mike Grace: Ongoing resolution regarding stipend and education reimbursement.

Jeremy Cullifer in favor of stipend as it would be good for enticing future board members.

Debra Cullifer: the stipend should be higher.

Mike Grace recommends increasing it to \$100/month.

Debra Cullifer motions to adopt stipend resolution with the amount raised to \$100. Jeremy Cullifer seconds.

Motion 4 Ayes 1_No 0 Abstain

Mike Grace: County asked for policy to be adopted. Direct staff to take the County policy and amend to our district needs and create resolution to adopt the policy. This will allow us to reimburse staff and board for expenses.

Please put it on agenda for next month.

6. Reports

Warren Harding: it may be good to bring back the Junior Board member position as a community service position.

7. Board Discussion

Mike Grace: after looking over the excel document used to track the budget it is clear that looking for a new solution would be advisable.

Jeremy Cullifer: excited for the upcoming busy season.

Debra Cullifer: lies the flyers that are being shared on social media.

Warren Harding: concerns about the cattails in the pond.

Jake Baumgartner: no comment

Mike Grace: Sac Park Foundation moving forward easement properties are combined and given to Mission Oaks.

The meeting adjourned at 7:45 p.m.

INCOME		DEPARTMENT:		ADMINISTRATION				
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
91910100	Tax Income	Prop Tax Sec-Cur Secred (less ERAF)	\$ 501,211.00	\$ 283,283.23	57%	\$ -	0%	
91910200	Tax Income	Prop Tax Sec-Cur UnSecr	\$ 16,500.00	\$ 16,821.86	102%	\$ -	0%	
91910300	Tax Income	Prop Tax CUR Sup	\$ 12,000.00	\$ 9,883.48	82%	\$ -	0%	
91910400	Tax Income	Prop Tax SEC DELINQ	\$ 3,500.00	\$ 3,079.50	88%	\$ -	0%	
91910500	Tax Income	Prop Tax SUP DELINQ	\$ 500.00	\$ 1,176.82	235%	\$ -	0%	
91910600	Tax Income	Prop Tax UNITARY	\$ 5,000.00	\$ 3,087.83	62%	\$ -	0%	
91912000	Tax Income	Prop Tax REDEMPTION	\$ -	\$ -	0%	\$ -	0%	
91913000	Tax Income	Prop Tax Prior UNS	\$ 250.00	\$ 144.34	58%	\$ -	0%	
91914000	Tax Income	Prop Tax PENALTIES	\$ 75.00	\$ 83.16	111%	\$ -	0%	
SUB TOTAL PROPERTY TAX REVENUE			\$ 539,036.00	\$ 317,560.22	59%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
94941000	Bank Income	Bank Interest	\$ 4,000.00	\$ -	0%	\$ -	0%	
94941000	Bank Income	Bank Interest- County	\$ -	\$ 4,425.12	0%	\$ -	0%	
94942900	Building & Fields	Building & Picnic Area Rentals	\$ 15,000.00	\$ 17,429.00	116%	\$ 700.00	5%	
94944600	Tax Income	Fuel Flowage Fee	\$ -	\$ -	0%	\$ -	0%	
94944800	Tax Income	Recreational Concessions	\$ -	\$ -	0%	\$ -	0%	
94945900	Admin Serv. Charge	Admin Fees	\$ 3,500.00	\$ -	0%	\$ -	0%	
SUB TOTAL FACILITY RENTAL & ADMIN FEES REVENUE			\$ 22,500.00	\$ 21,854.12	97%	\$ 700.00	3%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
95952200	Tax Income	Home Prop. Tax Income	\$ 4,000.00	\$ 1,996.16	50%	\$ -	0%	
95952900	Tax Income	State Aid Construction	\$ -	\$ -	0%	\$ -	0%	
95959504	Tax Income	Covid Relief	\$ -	\$ -	0%	\$ -	0%	
95956300	Tax Income	State Grants	\$ 182,811.50	\$ -	0%	\$ -	0%	
SUB TOTAL TAX REVENUE			\$ 186,811.50	\$ 1,996.16	1%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
96963200	Tax Income	Aud/Acct Fees	\$ -	\$ -	0%	March	0%	
96964600	Tax Income	Recreation Service Charges	\$ -	\$ -	0%	March	0%	
96964800	Tax Income	Fire Control Service Charges	\$ -	\$ -	0%	March	0%	
SUB TOTAL CHARGES FOR SERVICES REVENUE			\$ -	\$ -	0%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
97973000	Tax Income	Other Deposits/Donations	\$ -	\$ -	0%	March	0%	
97974000	Tax Income	Insurance Proceeds	\$ -	\$ -	0%	March	0%	
97979000	Tax Income	Revenues Other (Cell Twr.)	\$ 3,115.00	\$ 6,231.88	200%	\$ -	0%	
SUB TOTAL OTHER REVENUE			\$ 3,115.00	\$ 6,231.88	200%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
Revenue	Revenue	Long Term Loan Proceeds	\$ -	\$ -	0%	March	0%	
SUB TOTAL LONG TERM LOAN PROCEEDS			\$ -	\$ -	0%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
088B		Parkland Dedication Fees	\$ 63,037.00	\$ -	0%	March	0%	
SUB TOTAL DEDICATION FEE (088B)			\$ 63,037.00	\$ -	0%	\$ -	0%	
TOTAL ADMINISTRATION INCOME			\$ 814,499.50	\$ 347,642.38	43%	\$ 700.00	0%	

INCOME		DEPARTMENT:		RECREATION				
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
96964600	Rec. Serv. Charges	Other Service Charges	\$ -	\$ -	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Summer Day Camp	\$ 65,000.00	\$ 60,067.32	92%	\$ 8,795.00	14%	
96964600	Rec. Serv. Charges	School Break Camps	\$ 5,500.00	\$ -	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Thanksgiving Break Camp	\$ -	\$ 1,580.00	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Christmas Break Camp	\$ -	\$ 2,448.00	0%	\$ -	0%	
96964600	Rec. Serv. Charges	President Week Break Camp	\$ -	\$ 350.00	0%	\$ 280.00	0%	
96964600	Rec. Serv. Charges	Spring Break Camp	\$ -	\$ 465.00	0%	\$ 333.00	0%	
96964600	Rec. Serv. Charges	Afterschool Program	\$ 110,000.00	\$ 103,465.00	94%	\$ 12,334.50	11%	
96964600	Adult Fitness	Tai Chi	\$ -	\$ -	0%	\$ -	0%	
96964600	Adult Fitness	Yoga	\$ -	\$ -	0%	\$ -	0%	
96964600	Adult Fitness	Floor Exercise	\$ -	\$ -	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Special Events	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL SERVICE CHARGES INCOME			\$ 180,500.00	\$ 168,375.32	93%	\$ 21,742.50	12%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
97973000	Other Revenue	Other Deposits/Donations	\$ 5,000.00	\$ -	0%	\$ -	0%	
SUB TOTAL OTHER DEPOSITS AND DONATIONS INCOME			\$ 5,000.00	\$ -	0%	\$ -	0%	
TOTAL RECREATION INCOME			\$ 185,500.00	\$ 168,375.32	91%	\$ 21,742.50	12%	

INCOME		DEPARTMENT:		AQUATICS				
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
94942900	Building Rental	Pool Picnic Area Rental	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL PICNIC AREA RENTAL INCOME			\$ -	\$ -	0%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
94944800	Concessions	Pool Concessions	\$ 4,000.00	\$ 2,909.60	73%	\$ -	0%	
SUB TOTAL CONCESSIONS INCOME			\$ 4,000.00	\$ 2,909.60	73%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
96964600	Public Swim & Pool Events	Public Swim, Pool Events, Passes	\$ 5,000.00	\$ -	0%	\$ -	0%	
96964600	Public Swim & Pool Events	Passes		\$ 695.00	14%	\$ -	0%	
96964600	Public Swim & Pool Events	Gate Fees	\$ -	\$ 3,319.75	66%	\$ -	0%	
96964600	Swim Lessons	Swim Lessons	\$ 5,000.00	\$ 2,512.50	50%	\$ -	0%	
96964600	Swim Team	Swim Team	\$ 13,000.00	\$ 2,365.00	18%	\$ 1,970.00	15%	
96964600	Pool Rental	Pool Parties	\$ 7,500.00	\$ 5,045.00	67%	\$ -	0%	
96964600	Adult Fitness	Aquacize	\$ 2,500.00	\$ 520.00	21%	\$ 305.00	12%	
96964600	Lifeguard	Certificates	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL SERVICE CHARGES INCOME			\$ 33,000.00	\$ 14,457.25	44%	\$ 2,275.00	7%	
TOTAL AQUATICS INCOME			\$ 37,000.00	\$ 17,366.85	47%	\$ 2,275.00	6%	
TOTAL INCOME			\$ 1,036,999.50	\$ 533,384.55	51%	\$ 24,717.50	2%	
Revenue	Prev Year Roll Over		\$ 546,463.00	\$ -	0%	\$ -	0%	
Revenue	Prev. Year General Reserve		\$ 473,675.00	\$ -	0%	\$ -	0%	
FUND BALANCE SUBTOTAL			\$ 1,020,138.00	\$ -	0%	\$ -	0%	
Gross Revenue including Reserve Fund			\$ 2,057,137.50	\$ -	0%	\$ -	0%	

EXPENSES		DEPARTMENT: Administration				Total % of		Period % of	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Current Period	Budget
10111000	1110	SALARY & WAGES F/T	\$ 62,000.00	\$ 47,772.84	77%	\$ 5,860.00		\$ 5,860.00	9%
10112100	1121	SALARY & WAGES P/T	\$ 32,000.00	\$ 14,132.39	44%	\$ 1,535.11		\$ 1,535.11	5%
10112100	1121	COMMITTEE MEMBER	\$ 6,000.00	\$ -	0%	\$ -		\$ -	0%
10121000	1210	RETIREMENT	\$ 9,402.00	\$ 2,563.62	27%	\$ 293.00		\$ 293.00	3%
10122000	1220	FICA	\$ 8,052.83	\$ 4,781.64	59%	\$ 577.21		\$ 577.21	7%
10123000	1230	GROUP INSURANCE	\$ 6,511.74	\$ 975.00	15%	\$ 150.00		\$ 150.00	2%
10124000	1240	WORKERS COMP	\$ 610.53	\$ 435.94	71%	\$ -		\$ -	0%
10125000	1250	STATE UNEMPLOYMENT INS	\$ 840.00	\$ 227.62	27%	\$ 25.76		\$ 25.76	3%
SUB TOTAL ADMIN PAYROLL EXPENSE			\$ 125,417.10	\$ 70,889.05	57%	\$ 8,441.08		\$ 8,441.08	7%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Current Period	Budget
20200500	2005	ADVERTISING/LEGAL NOTICE	\$ 800.00	\$ 498.75	62%	\$ -		\$ -	0%
20202200	2022	BOOKS/PERIODICALS	\$ -	\$ -	0%	\$ -		\$ -	0%
20202900	2029	BUSINESS/CONFERENCE EXP	\$ -	\$ -	0%	\$ -		\$ -	0%
20203500	2035	EDUCATION/TRAINING EXP	\$ 2,200.00	\$ 938.00	43%	\$ 100.00		\$ 100.00	5%
20203900	2039	EMPLOYEE TRANSPORTATION	\$ 1,000.00	\$ 26.25	3%	\$ -		\$ -	0%
20205100	2051	LIABILITY INSURANCE	\$ 29,200.00	\$ 29,198.00	100%	\$ -		\$ -	0%
20206100	2061	MEMBERSHIPS	\$ 7,000.00	\$ 3,115.92	45%	\$ -		\$ -	0%
20207600	2076	OFFICE SUPPLIES	\$ 5,500.00	\$ 3,737.06	68%	\$ 545.69		\$ 545.69	10%
20208100	2081	POSTAGE	\$ 100.00	\$ 15.70	16%	\$ -		\$ -	0%
20219700	2197	TELEPHONE	\$ 7,500.00	\$ 8,731.99	116%	\$ 173.69		\$ 173.69	2%
20226100	2261	OFFICE EQUIP. MAINT. SER.	\$ 5,000.00	\$ 2,404.78	48%	\$ 159.15		\$ 159.15	3%
20226200	2262	OFFICE EQUIP. MAINT. SUP.	\$ 1,000.00	\$ 160.49	16%	\$ -		\$ -	0%
20250500	2505	ACCOUNTING SERVICES	\$ 13,800.00	\$ 4,500.00	33%	\$ -		\$ -	0%
20250700	2507	ASSESS COLLECTION SERV	\$ 9,200.00	\$ 2,326.30	25%	\$ 925.00		\$ 925.00	10%
20253100	2531	LEGAL SERVICES	\$ 1,500.00	\$ -	0%	\$ -		\$ -	0%
20257100	2571	SECURITY SERVICES (Park Police)	\$ 19,000.00	\$ 9,348.00	49%	\$ 1,139.00		\$ 1,139.00	6%
20257100	2571	SECURITY SERVICES (Alarm)	\$ 2,500.00	\$ 1,788.00	72%	\$ -		\$ -	0%
20259100	2591	OTHER PROFESSIONAL SER.	\$ 13,000.00	\$ 6,384.63	49%	\$ 531.28		\$ 531.28	4%
20281900	2819	ELECTION SERVICES	\$ 1,887.00	\$ 1,887.00	100%	\$ -		\$ -	0%
20285100	2851	RECREATION SERVICES	\$ -	\$ -	0%	\$ -		\$ -	0%
20285200	2852	RECREATION SUPPLIES	\$ -	\$ 64.32	0%	\$ -		\$ -	0%
20289800	2898	OTHER OPER. EXP. SUP	\$ -	\$ -	0%	\$ -		\$ -	0%
20289900	2899	OTHER OPER. EXP. SERV.	\$ -	\$ -	0%	\$ -		\$ -	0%
20231400	2314	CLOTHING/PERSONAL SUP.	\$ -	\$ 157.65	0%	\$ -		\$ -	0%
SUB TOTAL SERVICES & SUPPLIES EXPENSE			\$ 120,187.00	\$ 75,282.84	63%	\$ 3,573.81		\$ 3,573.81	3%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Current Period	Budget
30321000	3210	INTEREST TO RET. LOANS, LEASES	\$ -	\$ -	0%	\$ -		\$ -	0%
30322000	3220	PRINCIPAL PAID TO RET. LOANS	\$ -	\$ -	0%	\$ -		\$ -	0%
30323000	3230	PRINCIPAL PAID TO RET. LEASES	\$ -	\$ -	0%	\$ -		\$ -	0%
SUB TOTAL DEBT RETIREMENT EXPENSES			\$ -	\$ -	0%	\$ -		\$ -	0%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Current Period	Budget
42420100	4201	BUILDING IMPROVEMENTS	\$ 82,714.00	\$ -	0%	\$ -		\$ -	0%
42420200	4202	IMP. OTHER THAN BUILD	\$ 441,702.00	\$ 51,406.23	12%	\$ 12,965.51		\$ 12,965.51	3%
43430100	4301	VEHICLES	\$ -	\$ -	0%	\$ -		\$ -	0%
43430300	4303	OTHER EQUIPMENT	\$ -	\$ -	0%	\$ -		\$ -	0%
SUB TOTAL FIXED ASSETS EXPENSE			\$ 524,416.00	\$ 51,406.23	10%	\$ 12,965.51		\$ 12,965.51	2%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Current Period	Budget
79790100	7901	CONTINGENCY	\$ -	\$ -	0%	\$ -		\$ -	0%
TOTAL ADMINISTRATION EXPENSE			\$ 770,020.10	\$ 197,578.12	26%	\$ 24,980.40		\$ 24,980.40	3%

EXPENSES		DEPARTMENT: RECREATION				Total % of		Period % of	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Budget	Current Period	Budget	Budget	Budget
10111000	1110	SALARY & WAGES F/T	\$ 75,878.00	\$ 35,455.27	47%	\$ 5,478.83		7%	
10112100	1121	SALARY & WAGES P/T	\$ 106,500.00	\$ 87,502.35	82%	\$ 6,335.10		6%	
10121000	1210	RETIREMENT	\$ 1,850.00	\$ 1,419.51	77%	\$ 121.51		7%	
10122000	1220	FICA	\$ 9,180.00	\$ 9,564.20	104%	\$ 915.27		10%	
10123000	1230	GROUP INSURANCE	\$ 4,650.00	\$ 900.00	19%	\$ 150.00		3%	
10124000	1240	WORKERS COMP	\$ 3,874.68	\$ 3,596.50	93%	\$ -		0%	
10125000	1250	STATE UNEMPLOYMENT INS	\$ 3,410.00	\$ 1,197.43	35%	\$ 162.49		5%	
SUB TOTAL REC PAYROLL EXPENSE			\$ 205,342.68	\$ 139,635.26	68%	\$ 13,163.20		6%	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period		Period % of	Budget
20200500	2005	ADVERTISING/LEGAL NOTICE	\$ -	\$ -	0%	\$ -		0%	
20202900	2029	BUSINESS/CONFERENCE EXP	\$ -	\$ -	0%	\$ -		0%	
20203500	2035	EDUCATION/TRAINING EXP	\$ -	\$ -	0%	\$ -		0%	
20203900	2039	EMPLOYEE TRANSPORTATION	\$ -	\$ -	0%	\$ -		0%	
20207600	2076	OFFICE SUPPLIES	\$ -	\$ -	0%	\$ -		0%	
20208500	2085	PRINTING SERVICES	\$ -	\$ -	0%	\$ -		0%	
20211200	2112	BUILDING/CARPENTRY SUP	\$ -	\$ -	0%	\$ -		0%	
20213100	2131	ELECTRICAL MAINT. SER.	\$ -	\$ -	0%	\$ -		0%	
20214100	2141	LAND IMP. MAINT. SERVICES	\$ -	\$ -	0%	\$ -		0%	
20214200	2142	LAND IMP. MAINT. SUPPLIES	\$ -	\$ -	0%	\$ -		0%	
20215100	2151	MECH. SYSTEMS MAINT. SERV	\$ -	\$ -	0%	\$ -		0%	
20216200	2162	PAINTING SUPPLIES	\$ -	\$ -	0%	\$ -		0%	
20216800	2168	PLUMBING SUPPLIES	\$ -	\$ -	0%	\$ -		0%	
20219300	2193	REFUSE COLLECTION	\$ -	\$ -	0%	\$ -		0%	
20219500	2195	SEWAGE	\$ -	\$ -	0%	\$ -		0%	
20219800	2198	WATER	\$ -	\$ -	0%	\$ -		0%	
20231400	2314	CLOTHING/PERSONAL SUP.	\$ 2,000.00	\$ 969.28	48%	\$ -		0%	
20233200	2332	FOOD SUPPLIES	\$ 2,500.00	\$ 2,384.09	95%	\$ 318.87		13%	
20244400	2444	MEDICAL SUPPLIES	\$ -	\$ -	0%	\$ -		0%	
20259100	2591	OTHER PROFESSIONAL SER.	\$ 5,000.00	\$ 2,499.00	50%	\$ -		0%	
20285100	2851	RECREATION SERVICES	\$ 6,050.00	\$ 765.89	13%	\$ -		0%	
20285200	2852	RECREATION SUPPLIES	\$ 4,000.00	\$ 2,630.15	66%	\$ 164.91		4%	
20289900	2899	OTHER OPER. EXP. SER.	\$ -	\$ -	0%	\$ -		0%	
20292100	2921	COUNTY PRINTING	\$ -	\$ -	0%	\$ -		0%	
20292200	2922	POSTAGE	\$ -	\$ -	0%	\$ -		0%	
SUB TOTAL SERVICE & SUPPLIES EXPENSE			\$ 19,550.00	\$ 9,248.41	47%	\$ 483.78		2%	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period		Period % of	Budget
40430300	4303	OFFICE EQUIPMENT	\$ -	\$ -	0%	\$ -		0%	
RECREATION TOTAL EXPENSE			\$ 224,892.68	\$ 148,883.67	66%	\$ 13,646.98		6%	

EXPENSES			DEPARTMENT: AQUATICS					
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget	
10111000	1110	SALARY & WAGES F/T	\$ -	\$ -	0%	\$ -	0%	
10112100	1121	SALARY & WAGES P/T	\$ 45,000.00	\$ 33,638.81	75%	\$ 450.50	1%	
10121000	1210	RETIREMENT	\$ -	\$ -	0%	\$ -	0%	
10122000	1220	FICA	\$ 4,207.50	\$ 2,467.81	59%	\$ 34.46	1%	
10123000	1230	GROUP INSURANCE	\$ -	\$ -	0%	\$ -	0%	
10124000	1240	WORKERS COMP	\$ 7,390.52	\$ 1,852.74	25%	\$ -	0%	
10125000	1250	STATE UNEMPLOYMENT INS	\$ 7,440.00	\$ 478.39	6%	\$ 7.21	0%	
SUB TOTAL AQUATICS PAYROLL EXPENSE			\$ 64,038.02	\$ 38,437.75	60%	\$ 492.17	1%	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
20200500	2005	ADVERTISING/LEGAL NOTICE	\$ -	\$ 167.02	0%	\$ -	0%	
20202900	2029	BUSINESS/CONFERENCE EXP	\$ -	\$ -	0%	\$ -	0%	
20203500	2035	EDUCATION/TRAINING EXP	\$ -	\$ -	0%	\$ -	0%	
20208500	2085	PRINTING	\$ -	\$ -	0%	\$ -	0%	
20211200	2112	BUILDING/CARPENTRY SUP	\$ -	\$ -	0%	\$ -	0%	
20212200	2122	CHEMICAL SUPPLIES	\$ 18,000.00	\$ 7,251.28	40%	\$ (821.65)	-5%	
20213100	2131	ELECTRICAL MAINT. SER.	\$ -	\$ -	0%	\$ -	0%	
20213100	2131	ELECTRICAL MAINT. SERVICE	\$ -	\$ -	0%	\$ -	0%	
20214100	2141	LAND IMP. MAINT. SERVICES	\$ -	\$ -	0%	\$ -	0%	
20214200	2142	LAND IMP. MAINT. SUPPLIES	\$ -	\$ -	0%	\$ -	0%	
20215100	2151	MECH. SYSTEM MAINT. SER.	\$ -	\$ -	0%	\$ -	0%	
20215200	2152	MECH. SYSTEM MAINT. SUP.	\$ -	\$ -	0%	\$ -	0%	
20216200	2162	PAINTING SUPPLIES	\$ -	\$ -	0%	\$ -	0%	
20216800	2168	PLUMBING SUPPLIES	\$ -	\$ -	0%	\$ -	0%	
20219200	2192	NATURAL GAS	\$ 3,500.00	\$ 203.04	6%	\$ -	0%	
20219300	2193	REFUSE COLLECTION	\$ -	\$ -	0%	\$ -	0%	
20219500	2195	SEWAGE	\$ -	\$ -	0%	\$ -	0%	
20219800	2198	WATER	\$ -	\$ -	0%	\$ -	0%	
20227500	2275	RENTS/LEASE EQUIPMENT	\$ -	\$ -	0%	\$ -	0%	
20229200	2292	OTHER EQUIP. MAINT. SUP.	\$ -	\$ -	0%	\$ -	0%	
20231400	2314	CLOTHING/PERSONAL SUP.	\$ 1,000.00	\$ 96.15	10%	\$ -	0%	
20232200	2322	CUSTODIAL SUPPLIES	\$ -	\$ 32.78	0%	\$ -	0%	
20233200	2332	FOOD SUPPLIES	\$ 1,500.00	\$ 1,267.31	84%	\$ -	0%	
20244400	2444	MEDICAL SUPPLIES	\$ 2,000.00	\$ 334.45	17%	\$ -	0%	
20259100	2591	OTHER PROFESSIONAL SER.	\$ 9,500.00	\$ 1,576.98	17%	\$ -	0%	
20285200	2852	RECREATION SUPPLIES	\$ 2,000.00	\$ 1,677.33	84%	\$ -	0%	
20289800	2898	OTHER OPER. EXP. SUPPLIES	\$ -	\$ -	0%	\$ -	0%	
20292100	2921	COUNTY PRINTING	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL SERVICE & SUPPLIES EXPENSE			\$ 37,500.00	\$ 12,606.34	34%	\$ (821.65)	-2%	
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget	
#43430100	4201	BUILDING IMPROVEMENTS	\$ -	\$ -	0%	\$ -	0%	
#3430300	4303	EQUIPMENT, OTHER	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL FIXED ASSEST EXPENSE			\$ -	\$ -	0%	\$ -	0%	
AQUATICS EXPENSE			\$ 101,538.02	\$ 51,044.09	50%	\$ (329.48)	0%	

AMRPD Budget Pro Forma

EXPENSES		DEPARTMENT:		MAINTENANCE				
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget	
10111000	1110	SALARY & WAGES F/T	\$ 55,092.00	\$ 27,656.98	50%	\$ -	0%	
10112100	1121	SALARY & WAGES P/T	\$ 57,247.00	\$ 32,408.36	57%	\$ 4,125.73	7%	
10121000	1210	RETIREMENT	\$ 2,522.50	\$ 2,040.55	81%	\$ 210.92	8%	
10122000	1220	FICA	\$ 5,848.43	\$ 5,319.46	91%	\$ 600.58	10%	
10123000	1230	GROUP INSURANCE	\$ 5,969.10	\$ 7,944.55	133%	\$ 1,095.42	18%	
10124000	1240	WORKERS COMP	\$ 10,272.82	\$ 5,013.32	49%	\$ -	0%	
10125000	1250	STATE UNEMPLOYMENT INS	\$ 2,032.00	\$ 268.46	13%	\$ 26.06	1%	
SUB TOTAL MAINTENANCE PAYROLL EXPENSE			\$ 138,983.85	\$ 80,651.68	58%	\$ 6,058.71	4%	

ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget
20202200	2022	BOOKS/PERIODICALS	\$ -	\$ -	0%	\$ -	0%
20202900	2029	BUSINESS CONF. EXP.	\$ -	\$ -	0%	\$ -	0%
20203500	2035	EDUCATION/TRAINING EXP	\$ -	\$ 49.75	0%	\$ -	0%
20203900	2039	EMPLOYEE TRANSPORTATION	\$ -	\$ 22.91	0%	\$ -	0%
20210300	2103	AGRIC./HORT. SERVICES	\$ 65,000.00	\$ 31,512.17	48%	\$ 3,935.00	6%
20210400	2104	AGRIC./HORT. SUPPLIES	\$ 6,000.00	\$ 4,159.21	69%	\$ 66.31	1%
20211200	2112	BUILDING/CARPENTRY SUP	\$ 8,000.00	\$ 6,471.46	81%	\$ 4,554.09	57%
20213100	2131	ELECTRICAL MAINT. SER.	\$ 2,000.00	\$ -	0%	\$ -	0%
20213200	2132	ELECTRICAL MAINT. SUP.	\$ 1,000.00	\$ 975.01	98%	\$ -	0%
20214100	2141	LAND IMP. MAINT. SERVICES	\$ 1,000.00	\$ -	0%	\$ -	0%
20214200	2142	LAND IMP. MAINT. SUPPLIES	\$ 3,000.00	\$ 853.18	28%	\$ -	0%
20215100	2151	MECH. SYSTEMS MAINT. SERV	\$ 5,000.00	\$ 575.00	12%	\$ 575.00	12%
20215200	2152	MECH. SYSTEMS MAINT. SUPL	\$ 7,000.00	\$ 7,457.53	107%	\$ 2,427.60	35%
20216200	2162	PAINTING SUPPLIES	\$ 2,000.00	\$ 1,068.55	53%	\$ 495.77	25%
20216800	2168	PLUMBING SUPPLIES	\$ 1,500.00	\$ 123.77	8%	\$ -	0%
20219100	2191	ELECTRICITY	\$ 24,000.00	\$ 17,122.24	71%	\$ 1,539.86	6%
20219300	2193	REFUSE COLLECTION	\$ 3,500.00	\$ 4,362.70	125%	\$ 1,182.98	34%
20219500	2195	SEWAGE	\$ 3,000.00	\$ 1,600.88	53%	\$ 400.22	13%
20219800	2198	WATER	\$ 15,000.00	\$ 10,734.71	72%	\$ 299.70	2%
20220500	2205	AUTOMOTIVE SERVICE	\$ 1,500.00	\$ 942.99	63%	\$ -	0%
20220600	2206	AUTOMOTIVE SUPPLIES	\$ 2,500.00	\$ 1,024.53	41%	\$ -	0%
20222600	2226	EXPENDABLE TOOLS	\$ 4,500.00	\$ 3,154.92	70%	\$ 916.42	20%
20223600	2236	FUEL/LUBRICANT SUPPLIES	\$ 2,800.00	\$ 1,312.46	47%	\$ 79.87	3%
20227500	2275	RENTS/LEASES EQUIP.	\$ 1,000.00	\$ -	0%	\$ -	0%
20231400	2314	CLOTHING/PERSONAL SUP.	\$ 2,500.00	\$ 701.27	28%	\$ -	0%
20232200	2322	CUSTODIAL SUPPLIES	\$ 4,000.00	\$ 1,316.56	33%	\$ -	0%
20244400	2444	MEDICAL SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20259100	2591	OTHER PROFESSIONAL SER.	\$ 13,000.00	\$ 3,041.95	23%	\$ 130.00	1%
20289800	2898	OTHER OPER. EXP. SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20289900	2899	OTHER OPER. EXP. SERVICES	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL SERVICE & SUPPLIES EXPENSE			\$ 178,800.00	\$ 98,583.75	55%	\$ 16,602.82	9%

ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget
40420200	4202	IMP. OTHER THAN BLDG	\$ -	\$ -	0%	\$ -	0%
40430100	4301	VEHICLES	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL FIXED ASSETS EXPENSE			\$ -	\$ -	0%	\$ -	0%

TOTAL MAINTENANCE EXPENSE			\$ 317,783.85	\$ 179,235.43	56%	\$ 22,661.53	7%
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DISTRICT TOTAL EXPENSES			\$ 1,414,234.65	\$ 576,741.31	41%	\$ 60,959.43	4%
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ii)

REVENUE DETAIL ENTRY REPORT

Month: March

	Month Total	\$	24,031.00
Cash / Checks	\$		24,161.00
Credit Card	\$		700.00
Refund	\$		(830.00)
PREVIOUSLY APPROVED	\$		17,035.37
YTD TOTAL APPROVED	\$		180,899.17
YTD BUDGETED	\$		1,514,674.50
REMAINING ANNUAL BUDGET	\$		1,333,775.33

APPROVED 4/20/2023

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Class	Group	Amount	Rev #	Category	Type	P&L Group
March	Administration	96964600	Rental	Bldg & Flds	\$ (350.00)	5	Rentals	Refund	INCOME
March	Administration	96964600	Rental	Bldg & Flds	\$ (350.00)	5	Rentals	Refund	INCOME
March	Administration	96964600	Rental	Bldg & Flds	\$ (130.00)	16	Summer Day Camp	Refund	INCOME
March	Administration	94941000		Other Revenue	\$ 143.50	1	Admin Fees	Cash / Checks	INCOME
March	Administration	94942900		Bldg & Flds	\$ 700.00	5	Rentals	Credit Card	INCOME
March	Recreation	96964600	Camp	Charges	\$ 280.00	14	Camp	Cash / Checks	INCOME
March	Recreation	96964600	Camp	Charges	\$ 333.00	14	Spring Break Camp	Cash / Checks	INCOME
March	Recreation	96964600	Camp	Charges	\$ 8,795.00	14	Summer Day Camp	Cash / Checks	INCOME
March	Recreation	96964600		Rec. Serv. Charges	\$ 12,334.50	16	Afterschool Program	Cash / Checks	INCOME
March	Aquatics	96964600	Aquacize	Adult Fitness	\$ 305.00	20	Adult Fitness	Cash / Checks	INCOME
March	Aquatics	96964600		Swim Team	\$ 1,970.00	28	Swim Team	Cash / Checks	INCOME

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Arden Manor Recreation and Park District

PAYROLL DETAIL ENTRY

Month: **March**

Total Payroll: \$ **15,196.93**

Previous Period

Period: **17**

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ACCT.	CLASSIFICATION	AMOUNT
1110	Full Time Total	5788.19
1121	Part Time Total	7299.15
	Salary Sub total	13087.34
1210	AUL	309.55
1220	FICA	993.04
1250	SUI	109.29
1230	INS. SUBSIDY	0.00
1230	DENTAL	21.34
1230	KAISER	676.37
1240	CAPRI/WC	0.00
	Payroll Associated Charges	2109.59
	Payroll Total	\$ 15,196.93

PREVIOUSLY APPROVED \$ 17,026.56
 YTD Budgeted \$ 533,781.65
 REMAINING ANNUAL BUDGET \$ 501,558.16

APPROVED DATE: 20-Apr-23

CHAIRPERSON: _____

SECRETARY: _____

Per. #	Period	Dept.	Account #	Employee	Classification	Amount	Type	Activity	Notes
17	March	Maintenance	1121		Maint. Supervisor	\$ 1,907.28	FT		
17	March	Recreation	1121		Sr. Rec. Leader	\$ 344.00	PT		
17	March	Recreation	1110		Day Camp Director	\$ 1,504.36	FT		
17	March	Maintenance	1121		Maint. Worker	\$ 1,262.28	PT		
17	March	Recreation	1121		Rec. Leader	\$ 54.25	PT		
17	March	Aquatics	1121		Sr. Lifeguard	\$ 450.50	PT		
17	March	Maintenance	1121		Maint. Worker	\$ 581.25	PT		
17	March	Administration	1121		Admin Assistant	\$ 633.68	PT		
17	March	Recreation	1121		Sr. Rec. Leader	\$ 473.80	PT		
17	March	Administration	1110		Dist. Mgr	\$ 3,127.25	FT		
17	March	Recreation	1121		Rec. Leader	\$ 124.00	PT		
17	March	Recreation	1110		Rec. Coordinator	\$ 1,156.58	FT		
17	March	Recreation	1121		Rec. Leader	\$ 116.25	PT		
17	March	Recreation	1121		Rec. Leader	\$ 279.00	PT		
17	March	Recreation	1121		Rec. Leader	\$ 139.50	PT		
17	March	Recreation	1121		Rec. Leader	\$ 282.88	PT		
17	March	Recreation	1121		Rec. Leader	\$ 201.50	PT		
17	March	Recreation	1121		Rec. Leader	\$ 127.88	PT		
17	March	Recreation	1121		Rec. Leader	\$ 321.10	PT		
17	March	Aquatics	1220			\$ 34.46	FICA		
17	March	Administration	1220			\$ 293.46	FICA		
17	March	Maintenance	1220			\$ 267.31	FICA		
17	March	Recreation	1220			\$ 397.81	FICA		
17	March	Aquatics	1250			\$ 7.21	SUI		
17	March	Recreation	1250			\$ 77.69	SUI		
17	March	Administration	1250			\$ 10.74	SUI		
17	March	Maintenance	1250			\$ 13.65	SUI		
17	March	Recreation	1210			\$ 57.83	AUL		
17	March	Administration	1210			\$ 156.36	AUL		
17	March	Maintenance	1210			\$ 95.36	AUL		
17	March	Recreation	1230			\$ 75.00	Kaiser		3/1/2022-3/15/2022
17	March	Administration	1230			\$ 75.00	Kaiser		
17	March	Maintenance	1230			\$ 526.37	Kaiser		
17	March	Maintenance	1230			\$ 21.34	Dental		

111)

Arden Manor Recreation and Park District

PAYROLL DETAIL ENTRY

Month: **March**

Total Payroll: \$ **17,196.63**

Previous Period

Period: **18**

17

ACCT.	CLASSIFICATION	AMOUNT
1110	Full Time Total	5550.64
1121	Part Time Total	9385.69
	Salary Sub total	14936.33
1210	AUL	315.88
1220	FICA	1134.48
1250	SUI	112.23
1230	INS. SUBSIDY	0.00
1230	DENTAL	21.34
1230	KAISER	676.37
1240	CAPRI/WC	0.00
	Payroll Associated Charges	2260.30
	Payroll Total	\$ 17,196.63

PREVIOUSLY APPROVED \$ 15,196.93
 YTD Budgeted \$ 533,781.65
 REMAINING ANNUAL BUDGET \$ 501,388.09

APPROVED DATE: 20-Apr-23

CHAIRPERSON: _____

SECRETARY: _____

Per. #	Period	Dept.	Account #	Employee	Classification	Amount	Type	Activity	Notes
18	March	Maintenance	1121		Maint. Supervisor	\$ 2,331.12	FT		
18	March	Recreation	1121		Sr. Rec. Leader	\$ 712.00	PT		
18	March	Recreation	1110		Day Camp Director	\$ 1,544.25	FT		
18	March	Maintenance	1121		Maint. Worker	\$ 1,507.20	PT		
18	March	Recreation	1121		Rec. Leader	\$ 685.88	PT		
18	March	Maintenance	1121		Maint. Worker	\$ 775.00	PT		
18	March	Administration	1121		Admin Assistant	\$ 901.43	PT		
18	March	Recreation	1121		Sr. Rec. Leader	\$ 469.68	PT		
18	March	Administration	1110		Dist. Mgr	\$ 2,732.75	FT		
18	March	Recreation	1121		Rec. Leader	\$ 240.25	PT		
18	March	Recreation	1110		Rec. Coordinator	\$ 1,273.64	FT		
18	March	Recreation	1121		Rec. Leader	\$ 34.88	PT		
18	March	Recreation	1121		Rec. Leader	\$ 418.50	PT		
18	March	Recreation	1121		Rec. Leader	\$ 279.00	PT		
18	March	Recreation	1121		Rec. Leader	\$ 418.50	PT		
18	March	Recreation	1121		Rec. Leader	\$ 310.00	PT		
18	March	Recreation	1121		Rec. Leader	\$ 271.25	PT		
18	March	Recreation	1121		Rec. Leader	\$ 31.00	PT		
18	March	Administration	1220			\$ 283.75	FICA		
18	March	Maintenance	1220			\$ 333.27	FICA		
18	March	Recreation	1220			\$ 517.46	FICA		
18	March	Recreation	1250			\$ 84.80	SUI		
18	March	Administration	1250			\$ 15.02	SUI		
18	March	Maintenance	1250			\$ 12.41	SUI		
18	March	Recreation	1210			\$ 63.68	AUL		
18	March	Administration	1210			\$ 136.64	AUL		
18	March	Maintenance	1210			\$ 115.56	AUL		
18	March	Recreation	1230			\$ 75.00	Kaiser		
18	March	Administration	1230			\$ 75.00	Kaiser		3/16/2022-3/31/202
18	March	Maintenance	1230			\$ 526.37	Kaiser		
18	March	Maintenance	1230			\$ 21.34	Dental		

Arden Manor Recreation and Park District

EXPENSEDETAILENTRYREPORT

All expenses, fixed assets, services and supplies

Month: **March**

Month Total \$ 32,984.60

Prior Month
February

PREVIOUSLY APPROVED \$ 18,399.20
YTD BUDGETED \$ 356,037.00
REMAINING ANNUAL BUDGET \$ 304,653.20

APPROVED 4/20/2023

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Claim #	Payee	P&L Group
March	Maintenance	2103	2075.00	Jensen - Crabtree mowing March 2023	SERVICE & SUPPLIES
March	Maintenance	2103	1860.00	Jensen - Jonas mowing March 2023	SERVICE & SUPPLIES
March	Administration	2591	150.00	Streamline- Website services March 2023	SERVICE & SUPPLIES
March	Maintenance	2104	17.20	BLISS - 4 poly sheets	SERVICE & SUPPLIES
March	Maintenance	2226	134.68	BLISS - HH Blower	SERVICE & SUPPLIES
March	Maintenance	2192	137.23	PGE Gas/DAR 2/01/23-2/27/23	SERVICE & SUPPLIES
March	Maintenance	2192	31.31	PGE Gas/Pool 2/01/23-2/27/23	SERVICE & SUPPLIES
March	Maintenance	2226	14.00	Emigh Hardware - drill bit	SERVICE & SUPPLIES
March	Administration	2076	61.00	Fast Break - Office 365/Onedrive	SERVICE & SUPPLIES
March	Administration	2076	320.00	Fast Break - VoIP ext (6)	SERVICE & SUPPLIES
March	Administration	4202	12965.51	National Aquatic Services - refitting pool covers for drains	FIXED ASSETS In county rep. under
March	Recreation	2852	26.47	US Bank - hobby lobby - supp for rec event	SERVICE & SUPPLIES
March	Recreation	2852	6.45	US BANK - Big 5 - rec supp caribeners 4 teather ball	SERVICE & SUPPLIES
March	Administration	2035	-200.00	US Bank - Sunrise pk/rec admin training REFUND	SERVICE & SUPPLIES
March	Administration	2035	300.00	US Bank - YMCA LGI training/cert	SERVICE & SUPPLIES
March	Administration	2591	347.73	US Bank - firecode safety eq srvice	SERVICE & SUPPLIES
March	Recreation	2852	39.58	US Bank - Amazon rec supp fo ASP	SERVICE & SUPPLIES
March	Recreation	2332	11.99	US Bank - Smart and final food for ASP Snack	SERVICE & SUPPLIES
March	Administration	2076	164.69	US Bank - office depot - xacto paper trimmer	SERVICE & SUPPLIES
March	Recreation	2852	14.13	US Bank - Amazon rec supplies for ASP	SERVICE & SUPPLIES
March	Recreation	2332	263.00	US Bank - Sams Club rec food supplies	SERVICE & SUPPLIES
March	Maintenance	2332	11.79	US Bank - Sams club custodial wipes for ASP	SERVICE & SUPPLIES
March	Recreation	2852	29.35	US Bank - Amazon rec supp ladder for drinking fountain	SERVICE & SUPPLIES
March	Recreation	2332	21.88	US Bank - raleys - caprisuns for Rec event	SERVICE & SUPPLIES
March	Recreation	2332	22.00	US Bank - Papa murphys pizza 4 rec event	SERVICE & SUPPLIES
March	Recreation	2852	48.93	US Bank - Amazon rec supp ladder for drinking fountain	SERVICE & SUPPLIES
March	Maintenance	2226	10.42	US Bank - Amazon exp tools TP Dispenser key	SERVICE & SUPPLIES
March	Administration	2197	53.50	US Bank - AT&T phone/internet	SERVICE & SUPPLIES
March	Maintenance	2112	16.65	US Bank - Home Depot crabtree roof	SERVICE & SUPPLIES
March	Administration	2591	11.95	US Bank Authorize.net - other prof services	SERVICE & SUPPLIES
March	Administration	2591	21.60	US Bank Authorize.net - other prof services	SERVICE & SUPPLIES
March	Maintenance	2112	1332.57	US Bank - Lowe's building supp - DAR floor	SERVICE & SUPPLIES
March	Administration	2197	60.27	US Bank - AT&T - internet	SERVICE & SUPPLIES
March	Administration	2197	59.92	US Bank - AT&T - internet	SERVICE & SUPPLIES
March	Maintenance	2112	323.76	US Bank - Home Depot - buildng supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	838.37	US Bank - Home Depot - buildng supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	237.83	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	1221.00	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	95.16	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	125.87	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	16.80	US Bank - Home Depot - buildng supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	106.27	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2112	11.21	US Bank - Emigh Hardware - building supp 4 gate hardware	SERVICE & SUPPLIES
March	Maintenance	2112	85.98	US Bank - Home Depot - building supp for crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2226	94.96	US Bank - Emigh - exp tools - bolt cutters 4 multi use	SERVICE & SUPPLIES
March	Maintenance	2236	23.76	US Bank - Home depot - fuel/lube supp - rust remover	SERVICE & SUPPLIES
March	Maintenance	2226	68.81	US Bank - Emigh - exp tools - chain 4 playground climb ring	SERVICE & SUPPLIES
March	Maintenance	2162	403.09	US Bank - Kelly Moore - paint supp 4 district facilities	SERVICE & SUPPLIES
March	Maintenance	2236	56.11	US Bank - Quik Stop Fuel for Ford	SERVICE & SUPPLIES
March	Maintenance	2112	39.79	US Bank - emigh hardware - hardware/tape for multi use	SERVICE & SUPPLIES
March	Maintenance	2162	20.44	US Bank - paint supp 4 district facilities	SERVICE & SUPPLIES
March	Maintenance	2104	17.74	US Bank - Home Depot - Ag/hort supp - fittings 4 irrig leak	SERVICE & SUPPLIES
March	Maintenance	2162	72.24	US Bank - Home Depot - paint supp 4 crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2104	22.58	US Bank - Home Depot - Ag/hort supp - fittings 4 irrig leak	SERVICE & SUPPLIES
March	Maintenance	2226	6.43	US Bank - Home Depot - exp tools - hacksaw blades	SERVICE & SUPPLIES
March	Maintenance	2112	102.83	US Bank - Home Depot - build/carp supp - crabtree roof	SERVICE & SUPPLIES
March	Maintenance	2104	8.79	US Bank - Home Depot - Ag/hort supp - fittings 4 irrig leak	SERVICE & SUPPLIES
March	Maintenance	2193	189.66	Republic Services - 1 waste container 2/01/23-2/28/23 (storm)	SERVICE & SUPPLIES
March	Maintenance	2193	18.97	Republic Services - franchise fee (storm)	SERVICE & SUPPLIES

Arden Manor Recreation and Park District

EXPENSEDETAILENTRYREPORT

All expenses, fixed assets, services and supplies

Month: March

Month Total \$ 32,984.60

Prior Month
February

PREVIOUSLY APPROVED \$ 18,399.20
YTD BUDGETED \$ 356,037.00
REMAINING ANNUAL BUDGET \$ 304,653.20

APPROVED 4/20/2023

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Claim #	Payee	P&L Group
March	Maintenance	2193	413.00	Republic Services - pickup service 1/30 (storm)	SERVICE & SUPPLIES
March	Maintenance	2193	49.72	Republic Services - disposal/recycling (storm)	SERVICE & SUPPLIES
March	Maintenance	2193	203.00	Republic Services - pickup service 2/17 (storm)	SERVICE & SUPPLIES
March	Maintenance	2193	100.00	Republic Services - excess wait time	SERVICE & SUPPLIES
March	Maintenance	2151	575.00	Kendrick Boiler Works - pool heater test	SERVICE & SUPPLIES
March	Administration	2261	12.03	Caltronics JJR - Copier Maint and Copies	SERVICE & SUPPLIES
March	Maintenance	2152	2427.60	Lincoln Aquatics - effluent laterals	SERVICE & SUPPLIES
March	Aquatics	2122	103.46	Lincoln Aquatics - 2 o rings	SERVICE & SUPPLIES
March	Aquatics	2122	315.00	Lincoln Aquatics - sales tax and freight	SERVICE & SUPPLIES
March	Aquatics	2122	-1240.11	Lincoln Aquatics - Credit for probe return	SERVICE & SUPPLIES
March	Maintenance	2191	197.24	SMUD - main office	SERVICE & SUPPLIES
March	Maintenance	2191	889.42	SMUD - pumps/DAR/DCC	SERVICE & SUPPLIES
March	Maintenance	2191	61.42	SMUD - Jonas Well Pump	SERVICE & SUPPLIES
March	Maintenance	2191	179.39	SMUD - Crabtree Park Lt	SERVICE & SUPPLIES
March	Maintenance	2191	172.47	SMUD - St Lt Jonas	SERVICE & SUPPLIES
March	Maintenance	2191	39.92	SMUD - St Lt Crabtree	SERVICE & SUPPLIES
March	Maintenance	2591	130.00	Direct Hit - Pest services 3/17/23	SERVICE & SUPPLIES
March	Maintenance	2198	119.20	Golden State - Deterding Water 1/23-2/27	SERVICE & SUPPLIES
March	Maintenance	2198	180.50	Golden State - Crabtree Water 1/25-2/27	SERVICE & SUPPLIES
March	Maintenance	2195	400.22	Sacramento County Utilities - Sewer Service	SERVICE & SUPPLIES
March	Administration	2507	925.00	Sac Metro Air Quality Management - pool heater permit	SERVICE & SUPPLIES
March	Maintenance	2226	108.82	Bliss Power - msgnum gatorline	SERVICE & SUPPLIES
March	Maintenance	2226	478.30	Bliss Power - spark plug and hedge trimmer	SERVICE & SUPPLIES
March	Maintenance	2193	208.63	Republic Services - waste container	SERVICE & SUPPLIES
March	Administration	2261	147.12	CIT - Copier/Lease	SERVICE & SUPPLIES
March	Administration	2571	1139.00	Fulton El Camino Service calls Feb 2023	SECURITY SERVICES (Park Police)

Arden Manor Recreation and Park District

FY 22-23

OPERATIONS REPORT

March

TO: BOARD OF DIRECTORS
ARDEN MANOR RECREATION AND PARK DISTRICT

FROM: Madison Dewald
ADMINISTRATIVE ASSISTANT

SUBJECT: OPERATION REPORT March

A. DETERING COMMUNITY CENTER	RCT #	REVENUE
		<u>\$ -</u>
B. DETERING ACTIVITY ROOM	RCT #	
		<u>\$ -</u>
TURNING POINT AA	TUESDAYS 23285 March Rent	\$ 80.00
		<u>\$ 80.00</u>
C. ARDEN MANOR PARKS	RCT #	
		<u>\$ -</u>
D. DETERING POOL	RCT #	
		<u>\$ -</u>
	TOTAL PERIOD REVENUE	\$ 80.00

FULTON EL-CAMINO PARK DISTRICT POLICE DEPARTMENT

James R. Brown, Chief of Police



Monthly activity report for: Arden Manor Park District, Reporting Period: 2023-03-01 to 2023-03-31

Summary of enforcement actions

	Park Hours:	0
	Drugs:	0
	Weapons:	0
NTA Issued: 3	Alcohol:	0
	Animals:	0
	Vehicle Code:	1
	Probation Violation:	0
	Other:	2
	Drugs:	
	Weapons:	
	Assault/Battery:	
Onsite Arrests:	Sex Crimes:	
	Theft:	
	Probation Violation:	
	Other:	
	Calls For Service:	0
	Parking Citations:	6
	Warrant Arrests:	0
	DUI Arrests:	0
	Stolen Vehicles:	0
	Warnings Issued:	3

Notice To Appear (NTA)	Date/Time	Violations	Severity	Notes
Crabtree Park	No NTA issued during this reporting period			
Deterding park	No NTA issued during this reporting period			
Jonas Larkspur Park	2023-03-13 19:30	148(a)(1) PC Resist, Delay, Obstruct a Peace Officer	Mis	
Jonas Larkspur Park	2023-03-13 19:35	9.36.066.6 SCO Cart In Park	Inf	
Jonas Larkspur Park	2023-03-17 18:29	16028(a) CVC No Insurance	Inf	
Jonas Larkspur Park	2023-03-17 18:29	4000(a) CVC No current registration	Inf	
Off Property	No NTA issued during this reporting period			
Winterstein Park	No NTA issued during this reporting period			

Arrests Made	Date/Time	Violations	Severity	Notes
Crabtree Park		No arrests reporting during this period		
Deterding park		No arrests reporting during this period		
Jonas Larkspur Park		No arrests reporting during this period		
Off Property		No arrests reporting during this period		
Winterstein Park		No arrests reporting during this period		
Calls For Service	Date/Time	Description	Disposition	Notes
Crabtree Park		No calls for service during this reporting period		
Deterding park		No calls for service during this reporting period		
Jonas Larkspur Park		No calls for service during this reporting period		
Off Property		No calls for service during this reporting period		
Winterstein Park		No calls for service during this reporting period		
Arrest Warrants	Date/Time	Warrant Type	Bail Amount	Notes
Crabtree Park		No warrant arrests during this reporting period		
Deterding park		No warrant arrests during this reporting period		
Jonas Larkspur Park		No warrant arrests during this reporting period		
Off Property		No warrant arrests during this reporting period		
Winterstein Park		No warrant arrests during this reporting period		
DUI Arrests	Date/Time	DUI Type	BAC	Notes
Crabtree Park		No DUI arrests during this reporting period		
Deterding park		No DUI arrests during this reporting period		
Jonas Larkspur Park		No DUI arrests during this reporting period		
Off Property		No DUI arrests during this reporting period		
Winterstein Park		No DUI arrests during this reporting period		
Warnings	Date/Time	Violation		Notes
Crabtree Park		No warnings during this reporting period		
Deterding park		No warnings during this reporting period		
Jonas Larkspur Park	2023-03-13 19:40	SCO 9.36.067		due to lack of prior contact subject issued warning for park hours.
Jonas Larkspur Park	2023-03-16 13:50	CVC 5200(a)		
Jonas Larkspur Park	2023-03-20 16:20	SCO 9.36.061(a)(4)		Subject had dog off leash on soccer field, due to lack of prior contact warning issued, sow
Off Property		No warnings during this reporting period		
Winterstein Park		No warnings during this reporting period		
Parking Citations	Date/Time	Violations		
Crabtree Park	2023-03-31 18:05	10.24.030(b) SCO Prohibited stopping, standing, parking		
Deterding park	2023-03-20 16:39	4000(a) CVC No current registration		
Deterding park	2023-03-31 18:18	4000(a) CVC No current registration		
Jonas Larkspur Park	2023-03-05 18:07	4000(a) CVC No current registration		
Jonas Larkspur Park	2023-03-08 18:33	4000(a) CVC No current registration		
Jonas Larkspur Park	2023-03-09 15:30	4000(a) CVC No current registration		
Off Property		No Parking citations issued during this reporting period		
Winterstein Park		No Parking citations issued during this reporting period		

Arden Manor Recreation and Park District

April 20, 2023

Agenda Item: 4 b: Public Transparency Station

Subject: The Board will discuss new and innovative ways of increasing public outreach and receiving feedback.

Initiated or Requested by

Report coordinator or prepared by

- Board
- Staff
- Other

Jake Baumgartner, Secretary

Attachment: Yes No Information Direction Action

BACKGROUND:

Dear Arden Manor Recreation and Parks District Board Members,

As our community continues to grow and change, it is important for our parks and recreation facilities to evolve with it. In order to ensure that we are meeting the needs and desires of our community, we propose setting up a public transparency station that will be staffed by board members.

The purpose of this station is to receive public feedback and increase transparency on a number of items related to the Arden Manor Recreation and Parks District. We envision a station that includes a table, table cloth, branded Arden Manor signage, easel, and printed materials designed for public accessibility. A sign to the effect of "Chat with Us About Our Parks" could be helpful. We would also want a way to collect the public's names and contact information to use this as an example of our outreach for grant applications in the future.

To be most effective and efficient, each iteration of the station should have a specific, predetermined objective. This objective should be considered in the design of the layout, materials, and interactive nature of the station.

Some of the ways that this station could be used include:

1. Dispersing information on swim team, lap swimming, and aquacize at Crabtree and Jonas to increase knowledge of these events.
2. Having a list of options for specific maintenance priorities and a station for the public to rank them.
3. Soliciting interest in community volunteer days to assist in basic park maintenance like spreading mulch around trees.
4. Gathering input on creating a replacement plan and master plan for our parks. We would have a list of pre-selected options that are community-generated at various meetings to rank and prioritize. The goal being to get input on these items from as many people as possible and unify public opinion.
5. Other items as identified by our community, board, or District Manager.

This input station will provide an excellent opportunity for board members to interact with members of the community and receive direct feedback on issues that are important to them. It will also help us to identify areas where we can improve our services and facilities, and ensure that we are meeting the needs of our residents.

Staffing this station will be on a volunteer basis for board or board determined community liaisons. We should aim to have this station rotate our three parks and be up for a minimum of four hours a month. Ideally, we would set up the schedule so that the public transparency station is open during various high traffic times for each park so as to receive the greatest breadth of input.

I believe that the cost of setting up this station will be minimal, and the benefits will be significant. We hope that you will consider this proposal and we look forward to hearing your feedback.

Thank you for your time and consideration.

Sincerely,

Jake Baumgartner

STAFF RECOMMENDATION:

Staff recommends that the Board approves the establishment of the Public Transparency Station in order to have greater outreach to the public regarding district matters.

DISTRICT MANAGER'S REPORT

1415 Rushden Drive, Sacramento, CA 95864

April 20, 2023, 6:30pm

District Manager: Kelly Lewellen

Administration Update:

1. Personnel Updates: All District Supervisors will attend a Management 101 training on May 31, 2023 led by Jennifer Shaw of Shaw Law Group. This will be a good training to get us ready for the summer season.
2. The Facility Manager has been researching rubber bark. The grant for free materials has been suspended at this time, therefore, the District is awaiting several quotes for pricing. It appears that rubber bark is no longer easily available. We have received one quote and we are waiting on one more. We may not be able to collect a third.
3. The District Manager has withdrawn the application for Disaster Recovery funds through FEMA and Cal OES. The District's insurance carrier would cover enough of the costs that we would not meet the minimum threshold to apply. However, since the District would be responsible for covering the \$2,000 deductible, it may not make sense to file a claim at all.
4. The District Manager is beginning work on the Preliminary Budget for the 23-24 Fiscal Year, including revenue, payroll, and costs.

Facilities and Recreation Update:

Ryan Benton, Program Director:

The After School Program only has about 32 more school days left in the 2022/23 school year. We are beginning to test new ideas for next school year and starting to find different ways to improve the program. In the month of March, we had 67 students registered.

Summer Camp is coming together, we have started to get new registrations and continue to promote the program. I met with the principal at Gateway International School, they have requested 25 spots for summer camp this year.

We have completed hiring for Summer Camp and will be hosting an in-service for the staff at the end of April, to give them an idea of what their days will look like. We will also be brainstorming ideas for camp, such as weekly themes, and activities.

Andrew Nielsen, Facility and Aquatics Director:

Aquatics

Aquatics is almost in full swing. This month we have swim clinics, and we are recertifying our lifeguard staff. In May we have the start of swim team practices and aquacise. At the end of May, Thomas Edison Language Institute, Deterding Elementary School, and Greer Elementary are having their end of school year pool parties. All our programs for the pool are on our website and available for registration. All we have left is to have our before season training and wait for summer to start.

Facilities

Arden Little League has finally signed and paid their rental agreement to use the baseball field at Crabtree Park. People are very interested this summer in renting out our pool. Our facilities rental budget is almost 100%. If we get a couple for DCC rentals, we should be over what we expected this fiscal year.