

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: July 20, 2023

Time: 6:30 PM

Location: 1415 Rushden Drive,
Sacramento, CA 95864

1. CALL TO ORDER

a) Pledge of Allegiance

2.

a) Roll Call and Introduction of Guests

Michael Grace, Chair

Jeremy Cullifer, Vice Chair

Warren Harding, Director

Jake Baumgartner, Secretary

Debra Cullifer, Director

3. 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.

4. 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.

5. BUSINESS ITEMS

a) Consent Agenda

i) Minutes of the June 15, 2023, Regular Board Meeting

ii) Payroll, Supplies, and Revenue Year to Date

iii) Program Revenue and Refund Report for June 2023

iv) Payroll Report for June 2023

v) Claims for June 2023

vi) Revolving Fund Report for June 2023

vii) Fulton El Camino Police Department Report for June 2023

b) National Night Out: The Board will receive a presentation from Madison DeWald regarding the district's plans for National Night Out to be held Tuesday, August 1, 2023.

c) Cooling Center: The Board will receive a report and vote on a Motion to approve allowing the County to run a warming/cooling center at Deterding Park. The county will staff it and they predict 20-30 people in attendance for each event.

d) New Roof Proposal for Deterding Community Center and Aquatics Complex: The board will receive a report and cost estimate for the roof replacement. The estimated costs for both roofs are \$170,000. The hope is to begin the work before the end of September. The board will vote on a motion to accept the bid and move forward with the roof replacement.

5. REPORTS

a. District Manager

b. Maintenance Report

6. BOARD COMMENTS

7. ADJOURNMENT

Next Regular Board Meeting Thursday, August 17, 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.*

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

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Minutes: Regular Meeting

Date: June 15, 2023

Time: 6:30 PM

Location: 1415 Rushden Drive,
Sacramento, CA 95864

1. CALL TO ORDER

a) Pledge of Allegiance

2.

a) Roll Call and Introduction of Guests

Present: Michael Grace, Chair

Jeremy Cullifer, Vice Chair

Warren Harding, Director Jake Baumgartner, Secretary

Debra Cullifer, Director

Kelly Lewellen, District Manager

Mike Cottonwood, Maintenance Supervisor

3. 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.

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5. BUSINESS ITEMS

a) Consent Agenda

i) Minutes of the May 18, 2023, Regular Board Meeting

ii) Payroll, Supplies, and Revenue Year to Date

iii) Program Revenue and Refund Report for May 2023

iv) Payroll Report for May 2023

v) Claims for May 2023

vi) Revolving Fund Report for May 2023

vii) Fulton El Camino Police Department Report for May 2023

Motion to approve: Warren Harding, 2nd: Debra Cullifer

Ayes: Mike Grace, Warren Harding, Jake Baumgartner, Debra Cullifer, Jeremy Cullifer

No: 0

Abstain: 0

b) Public Outreach Station: The Board will discuss feedback from the Public Outreach Station pop-ups.

Debra Cullifer recounts her time in Deterding park. There was bit of a language barrier, but they seem to really like the park. Mentions that the slide is cracked, and Mike Cottonwood mentions that there are about 6 pieces that need to be replaced.

Jake mentions that at Crabtree people would like the bathrooms open, they would like a dog park, and are concerned about the yellowing grass. He states that he did a lot of walking and talking to people.

Mike Grace says that it would be nice to have a table at National Night Out with information and a questionnaire.

Jake suggested that Board Members should pick their own hours.

c) Cost of Living Increase for Full Time Employees: The Board will receive a report and vote on a Motion to approve a cost-of-living increase for the Full time Employees of the District that will bring into alignment the pay scales given the rise in minimum wage to \$15.50 and the rate of inflation over the past year. This will allow the district recruit and retain quality employees.

Motion to approve: Jake Baumgartner, 2nd: Warren Harding

Ayes: Mike Grace, Warren Harding, Jake Baumgartner, Debra Cullifer, Jeremy Cullifer

No: 0

Abstain: 0

d) Resolution NO. AM 2022/2023 – 08, Resolution to Adopt the 2023/2024 Preliminary Budget: The Board will receive the 2023/2024 Preliminary Budget and pass the resolution.

Motion to approve: Jeremy Cullifer, 2nd: Jake Baumgartner

Ayes: Mike Grace, Warren Harding, Jake Baumgartner, Debra Cullifer, Jeremy Cullifer

No: 0

Abstain: 0

5. REPORTS

a. District Manager

b. Maintenance Report

6. BOARD COMMENTS

Warren likes the brochures for meeting in the park.

Jeremy suggests that er reach out to Gateway Charter regarding CPR training for their staff. Asks if Jonas irrigation is okay? Mike Cottonwood relays are there are several issues with a zone shorting, a mainline leak, and black manganese.

Mike Grace says that the black manganese has been an issue and to fix it will take a filter, a deeper well, or going onto city water. These are all expensive options, but it may be time to look into it.

Warren suggests looking into other activities that are self-sustaining.

Mike Grace says that we have always been open to new proposals.

7. ADJOURNMENT at 7:18PM

Next Regular Board Meeting Thursday, July 20, 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.*

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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	\$ 515,936.31	103%	\$ -	0%	
91910200	Tax Income	Prop Tax Sec-Cur UnSecr	\$ 16,500.00	\$ 17,515.59	106%	\$ -	0%	
91910300	Tax Income	Prop Tax CUR Sup	\$ 12,000.00	\$ 18,302.81	153%	\$ -	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	\$ 5,948.57	119%	\$ -	0%	
91912000	Tax Income	Prop Tax REDEMPTION	\$ -	\$ 55.32	0%	\$ -	0%	
91913000	Tax Income	Prop Tax Prior UNS	\$ 250.00	\$ 180.61	72%	\$ -	0%	
91914000	Tax Income	Prop Tax PENALTIES	\$ 75.00	\$ 131.08	175%	\$ -	0%	
SUB TOTAL PROPERTY TAX REVENUE			\$ 539,036.00	\$ 562,326.61	104%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
94941000	Bank Income	Bank Interest	\$ 4,000.00	\$ 2,296.69	57%	\$ 421.43	11%	
94941000	Bank Income	Bank Interest- County	\$ -	\$ 11,986.69	0%	\$ 421.43	0%	
94942900	Building & Fields	Building & Picnic Area Rentals	\$ 15,000.00	\$ 26,282.15	175%	\$ 3,012.25	20%	
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	\$ 40,565.53	180%	\$ 3,855.11	17%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
95952200	Tax Income	Home Prop. Tax Income	\$ 4,000.00	\$ 3,992.32	100%	\$ -	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	\$ 3,992.32	2%	\$ -	0%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
96963200	Tax Income	Aud/Acct Fees	\$ -	\$ -	0%	May	0%	
96964600	Tax Income	Recreation Service Charges	\$ -	\$ -	0%	\$ -	0%	
96964800	Tax Income	Fire Control Service Charges	\$ -	\$ -	0%	\$ -	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%	May	0%	
97974000	Tax Income	Insurance Proceeds	\$ -	\$ -	0%	\$ -	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	Long Term Loan Proceeds	\$ -	\$ -	0%	May	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%	May	0%	
SUB TOTAL DEDICATION FEE (088B)			\$ 63,037.00	\$ -	0%	\$ -	0%	
TOTAL ADMINISTRATION INCOME			\$ 814,499.50	\$ 613,116.34	75%	\$ 3,855.11	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	\$ 103,158.32	159%	\$ 42,496.00	65%	
96964600	Rec. Serv. Charges	School Break Camps	\$ 5,500.00	\$ 8,860.00		\$ 36.00	1%	
96964600	Rec. Serv. Charges	Thanksgiving Break Camp	\$ -	\$ 1,350.00	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Christmas Break Camp	\$ -	\$ 2,448.00	0%	\$ -	0%	
96964600	Rec. Serv. Charges	President Week Break Camp	\$ -	\$ 1,855.00	0%	\$ -	0%	
96964600	Rec. Serv. Charges	Spring Break Camp	\$ -	\$ 3,207.00	0%	\$ 36.00	0%	
96964600	Rec. Serv. Charges	Afterschool Program	\$ 110,000.00	\$ 124,294.10	113%	\$ 8,908.30	8%	
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	\$ 236,312.42	131%	\$ 51,476.30	29%	
ACCOUNT	Category	DESCRIPTION	BUDGET	YEAR TO DATE	% of Budget	Current Period	Period % of Budget	
97973000	Other Revenue	Other Deposits/Donations	\$ 5,000.00	\$ -	0%	\$ -	\$ -	
SUB TOTAL OTHER DEPOSITS AND DONATIONS INCOME			\$ 5,000.00	\$ -	0%	\$ -	0%	
TOTAL RECREATION INCOME			\$ 185,500.00	\$ 236,312.42	127%	\$ 51,476.30	28%	

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	\$ 3,972.10	99%	\$ -	0%	
SUB TOTAL CONCESSIONS INCOME			\$ 4,000.00	\$ 3,972.10	99%	\$ -	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		\$ 1,525.00	31%	\$ -	0%	
96964600	Public Swim & Pool Events	Gate Fees	\$ -	\$ 4,454.75	89%	\$ 90.00	2%	
96964600	Swim Lessons	Swim Lessons	\$ 5,000.00	\$ 4,087.50	82%	\$ 980.00	20%	
96964600	Swim Team	Swim Team	\$ 13,000.00	\$ 20,450.66	157%	\$ 4,125.00	32%	
96964600	Pool Rental	Pool Parties	\$ 7,500.00	\$ 11,007.50	147%	\$ 2,320.00	31%	
96964600	Adult Fitness	Aquacize	\$ 2,500.00	\$ 3,440.82	138%	\$ 995.00	40%	
96964600	Lifeguard	Certificates	\$ -	\$ -	0%	\$ -	0%	
SUB TOTAL SERVICE CHARGES INCOME			\$ 33,000.00	\$ 44,966.23	136%	\$ 8,510.00	26%	
TOTAL AQUATICS INCOME			\$ 37,000.00	\$ 48,938.33	132%	\$ 8,510.00	23%	
TOTAL INCOME			\$ 1,036,999.50	\$ 898,367.09	87%	\$ 63,841.41	6%	
	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				
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget
10111000	1110	SALARY & WAGES F/T	\$ 62,000.00	\$ 64,244.34	104%	\$ 5,503.00	9%
10112100	1121	SALARY & WAGES P/T	\$ 32,000.00	\$ 20,397.75	64%	\$ 1,660.05	5%
10112100	1121	COMMITTEE MEMBER	\$ 6,000.00	\$ -	0%	\$ -	0%
10121000	1210	RETIREMENT	\$ 9,402.00	\$ 3,675.73	39%	\$ 292.27	3%
10122000	1220	FICA	\$ 8,052.83	\$ 6,377.93	79%	\$ 556.57	7%
10123000	1230	GROUP INSURANCE	\$ 6,511.74	\$ 1,425.00	22%	\$ 150.00	2%
10124000	1240	WORKERS COMP	\$ 610.53	\$ 435.94	71%	\$ -	0%
10125000	1250	STATE UNEMPLOYMENT INS	\$ 840.00	\$ 252.91	30%	\$ -	0%
SUB TOTAL ADMIN PAYROLL EXPENSE			\$ 125,417.10	\$ 96,809.60	77%	\$ 8,161.89	7%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget
20200500	2005	ADVERTISING/LEGAL NOTICE	\$ 800.00	\$ 1,106.24	138%	\$ -	0%
20202200	2022	BOOKS/PERIODICALS	\$ -	\$ -	0%	\$ -	0%
20202900	2029	BUSINESS/CONFERENCE EXP	\$ -	\$ -	0%	\$ -	0%
20203500	2035	EDUCATION/TRAINING EXP	\$ 2,200.00	\$ 2,500.60	114%	\$ -	0%
20203900	2039	EMPLOYEE TRANSPORTATION	\$ 1,000.00	\$ 49.16	5%	\$ -	0%
20205100	2051	LIABILITY INSURANCE	\$ 29,200.00	\$ 29,198.00	100%	\$ -	0%
20206100	2061	MEMBERSHIPS	\$ 7,000.00	\$ 3,157.32	45%	\$ -	0%
20207600	2076	OFFICE SUPPLIES	\$ 5,500.00	\$ 5,101.72	93%	\$ 381.00	7%
20208100	2081	POSTAGE	\$ 100.00	\$ 15.70	16%	\$ -	0%
20219700	2197	TELEPHONE	\$ 7,500.00	\$ 9,213.49	123%	\$ 160.50	2%
20226100	2261	OFFICE EQUIP. MAINT. SER.	\$ 5,000.00	\$ 2,994.91	60%	\$ -	0%
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	\$ 8,783.19	95%	\$ -	0%
20253100	2531	LEGAL SERVICES	\$ 1,500.00	\$ -	0%	\$ -	0%
20257100	2571	SECURITY SERVICES (Park Police)	\$ 19,000.00	\$ 10,822.00	57%	\$ -	0%
20257100	2571	SECURITY SERVICES (Alarm)	\$ 2,500.00	\$ 2,479.00	99%	\$ 691.00	28%
20259100	2591	OTHER PROFESSIONAL SER.	\$ 13,000.00	\$ 15,018.02	116%	\$ 494.78	4%
20281900	2819	ELECTION SERVICES	\$ 1,887.00	\$ 1,887.00	100%	\$ -	0%
20285100	2851	RECREATION SERVICES	\$ -	\$ -	0%	\$ -	0%
20285200	2852	RECREATION SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20289800	2898	OTHER OPER. EXP. SUP	\$ -	\$ -	0%	\$ -	0%
20289900	2899	OTHER OPER. EXP. SERV.	\$ -	\$ -	0%	\$ -	0%
20231400	2314	CLOTHING/PERSONAL SUP.	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL SERVICES & SUPPLIES EXPENSE			\$ 120,187.00	\$ 96,986.84	81%	\$ 1,727.28	1%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of 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	Total % of Budget	Current Period	Period % of Budget
42420100	4201	BUILDING IMPROVEMENTS	\$ 82,714.00	\$ -	0%	\$ -	0%
42420200	4202	IMP. OTHER THAN BUILD	\$ 441,702.00	\$ 51,406.23	12%	\$ -	0%
43430100	4301	VEHICLES	\$ -	\$ -	0%	\$ -	0%
43430300	4303	OTHER EQUIPMENT	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL FIXED ASSETS EXPENSE			\$ 524,416.00	\$ 51,406.23	10%	\$ -	0%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget
79790100	7901	CONTINGENCY	\$ -	\$ -	0%	\$ -	0%
TOTAL ADMINISTRATION EXPENSE			\$ 770,020.10	\$ 245,202.67	32%	\$ 9,889.17	1%

EXPENSES **DEPARTMENT: RECREATION**

<u>ACCOUNT</u>	<u>Short Account</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>YEAR TO DATE</u>	<u>Total % of Budget</u>	<u>Current Period</u>	<u>Period % of Budget</u>
10111000	1110	SALARY & WAGES F/T	\$ 75,878.00	\$ 55,103.35	73%	\$ 6,191.27	8%
10112100	1121	SALARY & WAGES P/T	\$ 106,500.00	\$ 115,035.31	108%	\$ 8,088.40	8%
10121000	1210	RETIREMENT	\$ 1,850.00	\$ 2,186.39	118%	\$ 157.80	9%
10122000	1220	FICA	\$ 9,180.00	\$ 12,664.73	138%	\$ 593.48	6%
10123000	1230	GROUP INSURANCE	\$ 4,650.00	\$ 1,350.00	29%	\$ 150.00	3%
10124000	1240	WORKERS COMP	\$ 3,874.68	\$ 3,596.50	93%	\$ -	0%
10125000	1250	STATE UNEMPLOYMENT INS	\$ 3,410.00	\$ 1,634.79	48%	\$ 126.28	4%
SUB TOTAL REC PAYROLL EXPENSE			\$ 205,342.68	\$ 191,571.07	93%	\$ 15,307.23	7%

<u>ACCOUNT</u>	<u>Short Account</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>YEAR TO DATE</u>	<u>% of Budget</u>	<u>Current Period</u>	<u>Period % of Budget</u>
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	\$ 1,056.46	53%	\$ 87.18	4%
20233200	2332	FOOD SUPPLIES	\$ 2,500.00	\$ 3,233.16	129%	\$ 394.29	16%
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	\$ 3,826.03	96%	\$ 428.23	11%
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	\$ 11,380.54	58%	\$ 909.70	5%

<u>ACCOUNT</u>	<u>Short Account</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>	<u>YEAR TO DATE</u>	<u>% of Budget</u>	<u>Current Period</u>	<u>Period % of Budget</u>
40430300	4303	OFFICE EQUIPMENT	\$ -	\$ -	0%	\$ -	0%
RECREATION TOTAL EXPENSE			\$ 224,892.68	\$ 202,951.61	90%	\$ 16,216.93	7%

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	\$ 51,290.60	114%	\$ 4,343.62	10%
10121000	1210	RETIREMENT	\$ -	\$ -	0%	\$ -	0%
10122000	1220	FICA	\$ 4,207.50	\$ 4,018.48	96%	\$ 278.04	7%
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	\$ 714.53	10%	\$ 58.16	1%
SUB TOTAL AQUATICS PAYROLL EXPENSE			\$ 64,038.02	\$ 57,876.35	90%	\$ 4,679.82	7%
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%
20208500	2085	PRINTING	\$ -	\$ -	0%	\$ -	0%
20211200	2112	BUILDING/CARPENTRY SUP	\$ -	\$ 2,247.86	0%	\$ 2,247.86	0%
20212200	2122	CHEMICAL SUPPLIES	\$ 18,000.00	\$ 12,490.14	69%	\$ 2,279.87	13%
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	\$ 2,465.69	70%	\$ 1,008.76	29%
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	\$ 430.55	43%	\$ 30.13	3%
20232200	2322	CUSTODIAL SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20233200	2332	FOOD SUPPLIES	\$ 1,500.00	\$ 1,267.31	84%	\$ -	0%
20244400	2444	MEDICAL SUPPLIES	\$ 2,000.00	\$ 1,980.91	99%	\$ 27.18	1%
20259100	2591	OTHER PROFESSIONAL SER.	\$ 9,500.00	\$ 9,136.99	96%	\$ 7,560.01	80%
20285200	2852	RECREATION SUPPLIES	\$ 2,000.00	\$ 2,916.75	146%	\$ 451.16	23%
20289800	2898	OTHER OPER. EXP. SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20292100	2921	COUNTY PRINTING	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL SERVICE & SUPPLIES EXPENSE			\$ 37,500.00	\$ 32,936.20	88%	\$ 13,604.97	36%
ACCOUNT	Short Account	DESCRIPTION	BUDGET	YEAR TO DATE	Total % of Budget	Current Period	Period % of Budget
43430100	4201	BUILDING IMPROVEMENTS	\$ -	\$ -	0%	\$ -	0%
43430300	4303	EQUIPMENT, OTHER	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL FIXED ASSEST EXPENSE			\$ -	\$ -	0%	\$ -	-
AQUATICS EXPENSE			\$ 101,538.02	\$ 90,812.55	89%	\$ 18,284.79	18%

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	\$ 45,676.26	80%	\$ 4,277.33	7%	
10121000	1210	RETIREMENT	\$ 2,522.50	\$ 2,991.10	119%	\$ 265.78	11%	
10122000	1220	FICA	\$ 5,848.43	\$ 7,355.26	126%	\$ 795.03	14%	
10123000	1230	GROUP INSURANCE	\$ 5,969.10	\$ 11,230.81	188%	\$ 1,095.42	18%	
10124000	1240	WORKERS COMP	\$ 10,272.82	\$ 5,013.32	49%	\$ -	0%	
10125000	1250	STATE UNEMPLOYMENT INS	\$ 2,032.00	\$ 336.00	17%	\$ 36.66	2%	
SUB TOTAL MAINTENANCE PAYROLL EXPENSE			\$ 138,983.85	\$ 100,259.73	72%	\$ 6,470.22	5%	

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	\$ -	\$ -	0%	\$ -	0%
20203900	2039	EMPLOYEE TRANSPORTATION	\$ -	\$ -	0%	\$ -	0%
20210300	2103	AGRIC./HORT. SERVICES	\$ 65,000.00	\$ 43,317.17	67%	\$ 3,935.00	6%
20210400	2104	AGRIC./HORT. SUPPLIES	\$ 6,000.00	\$ 10,728.91	179%	\$ 317.29	5%
20211200	2112	BUILDING/CARPENTRY SUP	\$ 8,000.00	\$ 8,455.00	106%	\$ 958.52	12%
20213100	2131	ELECTRICAL MAINT. SER.	\$ 2,000.00	\$ -	0%	\$ -	0%
20213200	2132	ELECTRICAL MAINT. SUP.	\$ 1,000.00	\$ 1,107.17	111%	\$ -	0%
20214100	2141	LAND IMP. MAINT. SERVICES	\$ 1,000.00	\$ -	0%	\$ -	0%
20214200	2142	LAND IMP. MAINT. SUPPLIES	\$ 3,000.00	\$ 1,097.96	37%	\$ 23.55	1%
20215100	2151	MECH. SYSTEMS MAINT. SERV	\$ 5,000.00	\$ 1,189.09	24%	\$ -	0%
20215200	2152	MECH. SYSTEMS MAINT. SUPL	\$ 7,000.00	\$ 10,703.58	153%	\$ 299.55	4%
20216200	2162	PAINTING SUPPLIES	\$ 2,000.00	\$ 3,422.60	171%	\$ 1,608.69	80%
20216800	2168	PLUMBING SUPPLIES	\$ 1,500.00	\$ 130.93	9%	\$ -	0%
20219100	2191	ELECTRICITY	\$ 24,000.00	\$ 22,794.57	95%	\$ 1,976.46	8%
20219300	2193	REFUSE COLLECTION	\$ 3,500.00	\$ 4,779.96	137%	\$ 208.63	6%
20219500	2195	SEWAGE	\$ 3,000.00	\$ 2,401.32	80%	\$ 400.22	13%
20219800	2198	WATER	\$ 15,000.00	\$ 12,381.83	83%	\$ 432.19	3%
20220500	2205	AUTOMOTIVE SERVICE	\$ 1,500.00	\$ 1,640.34	109%	\$ -	0%
20220600	2206	AUTOMOTIVE SUPPLIES	\$ 2,500.00	\$ 1,516.63	61%	\$ -	0%
20222600	2226	EXPENDABLE TOOLS	\$ 4,500.00	\$ 4,714.00	105%	\$ 492.07	11%
20223600	2236	FUEL/LUBRICANT SUPPLIES	\$ 2,800.00	\$ 1,886.06	67%	\$ 237.30	8%
20227500	2275	RENTS/LEASES EQUIP.	\$ 1,000.00	\$ -	0%	\$ -	0%
20231400	2314	CLOTHING/PERSONAL SUP.	\$ 2,500.00	\$ 1,071.32	43%	\$ 71.06	3%
20232200	2322	CUSTODIAL SUPPLIES	\$ 4,000.00	\$ 3,213.05	80%	\$ 110.37	3%
20244400	2444	MEDICAL SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20259100	2591	OTHER PROFESSIONAL SER.	\$ 13,000.00	\$ 3,171.95	24%	\$ -	0%
20289800	2898	OTHER OPER. EXP. SUPPLIES	\$ -	\$ -	0%	\$ -	0%
20289900	2899	OTHER OPER. EXP. SERVICES	\$ -	\$ -	0%	\$ -	0%
SUB TOTAL SERVICE & SUPPLIES EXPENSE			\$ 178,800.00	\$ 139,723.44	78%	\$ 11,070.90	6%

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	\$ 239,983.17	76%	\$ 17,541.12	6%
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DISTRICT TOTAL EXPENSES			\$ 1,414,234.65	\$ 778,950.00	55%	\$ 61,932.01	4%
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REVENUE DETAIL ENTRY REPORT

Month: June

Month Total	\$	23,224.00
Cash / Checks	\$	24,634.00
Credit Card	\$	-
Refund	\$	(1,410.00)
PREVIOUSLY APPROVED	\$	62,402.73
YTD TOTAL APPROVED	\$	276,390.75
YTD BUDGETED	\$	1,514,674.50
REMAINING ANNUAL BUDGET	\$	1,238,283.75

APPROVED 7/20/2023

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Class	Group	Amount	Rev #	Category	Type	P&L Group
June	Administration	96964600	Rental	Bldg & Flds	\$ (350.00)	5	Building & Picnic Area Rentals	Refund	INCOME
June	Administration	96964600	Camp	Charges	\$ (180.00)	14	Summer Day Camp	Refund	Income
June	Administration	96964600	Rental	Bldg & Flds	\$ (350.00)	5	Building & Picnic Area Rentals	Refund	INCOME
June	Administration	96964600	Rental	Bldg & Flds	\$ (350.00)	5	Building & Picnic Area Rentals	Refund	INCOME
June	Administration	96964600	Camp	Charges	\$ (180.00)	14	Summer Day Camp	Refund	Income
June	Administration	94941000		Other Revenue	\$ 312.64	1	Bank Interest	Cash / Checks	INCOME
June	Administration	94942900	Rental	Bldg & Flds	\$ 4,710.90	5	Building & Picnic Area Rentals	Cash / Checks	INCOME
June	Recreation	96964600	Camp	Charges	\$ 220.00	14	Summer Day Camp	Cash / Checks	INCOME
June	Recreation	96964600		Charges	\$ 2,096.80	16	Afterschool Program	Cash / Checks	INCOME
June	Aquatics	94944800	Vend	Pool Concessions	\$ 1,062.50	19	Pool Concessions	Cash / Checks	INCOME
June	Aquatics	96964600	Aquacize	Adult Fitness	\$ 518.00	20	Adult Fitness	Cash / Checks	INCOME
June	Aquatics	96964600	Gate Fees	Gate Fees	\$ 755.00	21	Public Swim & Pool Events	Cash / Checks	INCOME
June	Aquatics	96964600	Gate Fees	Gate Fees	\$ 290.00	22	Public Swim & Pool Events	Cash / Checks	INCOME
June	Aquatics	96964600	Passes	Passes	\$ 830.00	23	Pool Punch Pass	Cash / Checks	INCOME
June	Aquatics	96964600	Rental	Pool Parties	\$ 3,642.50	27	Private Pool Rental	Cash / Checks	INCOME
June	Aquatics	96964600		Swim Team	\$ 9,810.66	28	Swim Team	Cash / Checks	INCOME
June	Aquatics	96964600	Lessons	Swim Lessons	\$ 385.00	30	Swim Lessons	Cash / Checks	INCOME

Arden Manor Recreation and Park District

PAYROLL DETAIL ENTRY

Month: June

Total Payroll: \$ 25,734.99

Previous Period

Period: 23

22

ACCT.	CLASSIFICATION	AMOUNT
1110	Full Time Total	6272.33
1121	Part Time Total	16251.12
	Salary Sub total	22523.45
1210	AUL	732.16
1220	FICA	1633.61
1250	SUI	148.06
1230	INS. SUBSIDY	0.00
1230	DENTAL	21.34
1230	KAISER	676.37
1240	CAPRI/WC	0.00
	Payroll Associated Charges	3211.54
	Payroll Total	\$ 25,734.99

PREVIOUSLY APPROVED \$ 21,279.66
 YTD Budgeted \$ 533,781.65
 REMAINING ANNUAL BUDGET \$ 486,767.00

APPROVED DATE: 20-Jul-23

CHAIRPERSON: _____

SECRETARY: _____

Per. #	Period	Dept.	Account #	Employee	Classification	Amount	Type	Activity	Notes
23	June	Maintenance	1121		Maint. Supervisor	\$ 2,543.04	FT		
23	June	Recreation	1121		Sr. Rec. Leader	\$ 660.00	PT		
23	June	Recreation	1110		Day Camp Director	\$ 1,704.00	FT		
23	June	Maintenance	1121		Maint. Worker	\$ 1,761.54	PT		
23	June	Recreation	1121		Rec. Leader	\$ 127.88	PT		
23	June	Aquatics	1121		Assistant Coach	\$ 1,040.00	PT		
23	June	Aquatics	1121		Sr. Lifeguard	\$ 726.75	PT		
23	June	Maintenance	1121		Maint. Worker	\$ 542.50	PT		
23	June	Aquatics	1121		Assistant Coach	\$ 722.50	PT		
23	June	Administration	1121		Admin Assistant	\$ 1,428.00	PT		
23	June	Recreation	1121		Rec. Leader	\$ 596.75	PT		
23	June	Aquatics	1121		Lifeguard	\$ 950.22	PT		
23	June	Recreation	1121		Rec. Leader	\$ 379.75	PT		
23	June	Recreation	1121		Sr. Rec. Leader	\$ 597.40	PT		
23	June	Administration	1110		Dist. Mgr	\$ 2,770.25	FT		
23	June	Aquatics	1121		Instructor	\$ 197.40	PT		
23	June	Recreation	1121		Rec. Leader	\$ 244.13	PT		
23	June	Aquatics	1121		Assistant Coach	\$ 1,045.50	PT		
23	June	Aquatics	1121		Sr. Lifeguard	\$ 376.00	PT		
23	June	Recreation	1110		Rec. Coordinator	\$ 1,798.08	FT		
23	June	Recreation	1121		Rec. Leader	\$ 46.50	PT		
23	June	Aquatics	1121		Lifeguard	\$ 662.76	PT		
23	June	Recreation	1121		Sr. Rec. Leader	\$ 440.00	PT		
23	June	Recreation	1121		Rec. Leader	\$ 93.00	PT		
23	June	Recreation	1121		Rec. Leader	\$ 279.00	PT		
23	June	Recreation	1121		Rec. Leader	\$ 348.75	PT		
23	June	Recreation	1121		Rec. Leader	\$ 441.75	PT		
23	June	Administration	1220			\$ 324.05	FICA		
23	June	Maintenance	1220			\$ 327.99	FICA		
23	June	Aquatics	1220			\$ 589.36	FICA		
23	June	Recreation	1220			\$ 392.21	FICA		
23	June	Recreation	1250			\$ 84.71	SUI		
23	June	Aquatics	1250			\$ 63.35	SUI		
23	June	Recreation	1210			\$ 225.87	AUL		
23	June	Administration	1210			\$ 273.28	AUL		
23	June	Maintenance	1210			\$ 233.01	AUL		
23	June	Recreation	1230			\$ 75.00	Kaiser		
23	June	Administration	1230			\$ 75.00	Kaiser		
23	June	Maintenance	1230			\$ 526.37	Kaiser		
23	June	Maintenance	1230			\$ 21.34	Dental		

Arden Manor Recreation and Park District

PAYROLL DETAIL ENTRY

Month: **June**

Total Payroll: \$ **31,130.55**

Previous Period

Period: **24**

23

ACCT.	CLASSIFICATION	AMOUNT
1110	Full Time Total	6336.95
1121	Part Time Total	21070.64
	Salary Sub total	27407.59
1210	AUL	715.93
1220	FICA	2088.48
1250	SUI	220.84
1230	INS. SUBSIDY	0.00
1230	DENTAL	21.34
1230	KAISER	676.37
1240	CAPRI/WC	0.00
	Payroll Associated Charges	3722.96
	Payroll Total	\$ 31,130.55

PREVIOUSLY APPROVED \$ 25,734.99
 YTD Budgeted \$ 533,781.65
 REMAINING ANNUAL BUDGET \$ 476,916.11

APPROVED DATE: 20-Jul-23

CHAIRPERSON: _____

SECRETARY: _____

Per. #	Period	Dept.	Account #	Employee	Classification	Amount	Type	Activity	Notes
24	June	Maintenance	1121		Maint. Supervisor	\$ 2,331.12	FT		
24	June	Recreation	1121		Sr. Rec. Leader	\$ 408.00	PT		
24	June	Aquatics	1121		Lifeguard	\$ 419.21	PT		
24	June	Recreation	1110		Day Camp Director	\$ 1,806.12	FT		
24	June	Maintenance	1121		Maint. Worker	\$ 1,723.86	PT		
24	June	Aquatics	1121		Assistant Coach	\$ 1,224.00	PT		
24	June	Aquatics	1121		Sr. Lifeguard	\$ 947.75	PT		
24	June	Maintenance	1121		Maint. Worker	\$ 465.00	PT		
24	June	Aquatics	1121		Assistant Coach	\$ 748.00	PT		
24	June	Administration	1121		Admin Assistant	\$ 1,419.08	PT		
24	June	Recreation	1121		Rec. Leader	\$ 527.00	PT		
24	June	Recreation	1121		Rec. Leader	\$ 387.50	PT		
24	June	Aquatics	1121		Lifeguard	\$ 970.18	PT		
24	June	Recreation	1121		Sr. Rec. Leader	\$ 684.00	PT		
24	June	Aquatics	1121		Lifeguard	\$ 186.00	PT		
24	June	Recreation	1121		Sr. Rec. Leader	\$ 716.88	PT		
24	June	Administration	1110		Dist. Mgr	\$ 2,732.75	FT		
24	June	Aquatics	1121		Instructor	\$ 197.40	PT		
24	June	Recreation	1121		Rec. Leader	\$ 186.00	PT		
24	June	Aquatics	1121		Assistant Coach	\$ 1,287.75	PT		
24	June	Recreation	1121		Rec. Leader	\$ 379.75	PT		
24	June	Recreation	1121		Rec. Leader	\$ 279.00	PT		
24	June	Aquatics	1121		Sr. Lifeguard	\$ 508.00	PT		
24	June	Recreation	1110		Rec. Coordinator	\$ 1,798.08	FT		
24	June	Aquatics	1121		Lifeguard	\$ 360.38	PT		
24	June	Recreation	1121		Rec. Leader	\$ 368.13	PT		
24	June	Recreation	1121		Rec. Leader	\$ 341.00	PT		
24	June	Aquatics	1121		Lifeguard	\$ 866.37	PT		
24	June	Recreation	1121		Sr. Rec. Leader	\$ 392.00	PT		
24	June	Recreation	1121		Rec. Leader	\$ 527.00	PT		
24	June	Recreation	1121		Lifeguard	\$ 360.38	PT		
24	June	Recreation	1121		Rec. Leader	\$ 372.00	PT		
24	June	Recreation	1121		Rec. Leader	\$ 42.63	PT		
24	June	Recreation	1121		Lifeguard	\$ 391.27	PT		
24	June	Recreation	1121		Rec. Leader	\$ 558.00	PT		
24	June	Recreation	1121		Rec. Leader	\$ 77.50	PT		
24	June	Recreation	1121		Rec. Leader	\$ 31.00	PT		
24	June	Recreation	1121		Rec. Leader	\$ 387.50	PT		
24	June	Administration	1220			\$ 323.34	FICA		
24	June	Maintenance	1220			\$ 290.58	FICA		
24	June	Aquatics	1220			\$ 683.27	FICA		
24	June	Recreation	1220			\$ 791.29	FICA		
24	June	Recreation	1250			\$ 106.21	SUI		
24	June	Aquatics	1250			\$ 114.63	SUI		
24	June	Recreation	1210			\$ 225.87	AUL		
24	June	Administration	1210			\$ 273.28	AUL		
24	June	Maintenance	1210			\$ 216.78	AUL		
24	June	Recreation	1230			\$ 75.00	Kaiser		
24	June	Administration	1230			\$ 75.00	Kaiser		
24	June	Maintenance	1230			\$ 526.37	Kaiser		
24	June	Maintenance	1230			\$ 21.34	Dental		

Arden Manor Recreation and Park District

EXPENSEDETAILENTRYREPORT

All expenses, fixed assets, services and supplies

Month: June

Month Total \$ 22,518.13

APPROVED 7/20/2023

PREVIOUSLY APPROVED \$ 27,312.85
YTD BUDGETED \$ 356,037.00
REMAINING ANNUAL BUDGET \$ 306,206.02

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Claim #	Payee	P&L Group
June	Administration	2197	53.50	US Bank - AT&T phone	SERVICE & SUPPLIES
June	Aquatics	2852	60.25	US Bank - Big 5 aqua rec supplies. Pool noodles for aquacuze	SERVICE & SUPPLIES
June	Administration	2591	16.30	US Bank - Authorize.Net other prof services	SERVICE & SUPPLIES
June	Administration	2591	31.40	US Bank - Authorize.Net other prof services	SERVICE & SUPPLIES
June	Maintenance	2226	58.15	US Bank - Amazon exp tools	SERVICE & SUPPLIES
June	Administration	2076	16.61	US Bank - costco office supplies	SERVICE & SUPPLIES
June	Maintenance	2226	14.30	US Bank - costco exp tools	SERVICE & SUPPLIES
June	Administration	2076	112.42	US Bank - Zoom - yearly renewal	SERVICE & SUPPLIES
June	Administration	2076	65.72	US Bank - office supplies - business cards	SERVICE & SUPPLIES
June	Administration	2197	53.50	US Bank - AT&T internet	SERVICE & SUPPLIES
June	Administration	2197	53.50	US Bank - AT&T internet	SERVICE & SUPPLIES
June	Administration	2035	775.00	US Bank - CSDA Ed training	SERVICE & SUPPLIES
June	Administration	2035	342.60	US Bank - Hyatt resort - hotel reservation for training	SERVICE & SUPPLIES
June	Aquatics	2444	1151.01	US Bank - American Red Cross - CPR dummies	SERVICE & SUPPLIES
June	Administration	2035	252.00	US Bank - American Red Cross - education training	SERVICE & SUPPLIES
June	Aquatics	2314	172.41	US Bank - The lifeguard store - clothing	SERVICE & SUPPLIES
June	Aquatics	2444	228.97	US Bank - The lifeguard store - medical supplies	SERVICE & SUPPLIES
June	Maintenance	2322	525.74	US Bank - Grainger - custodial supplies	SERVICE & SUPPLIES
June	Maintenance	2322	215.30	US Bank - amazon - gloves	SERVICE & SUPPLIES
June	Aquatics	2852	64.62	US Bank - Costco aqua rec supp -batteries 4 swim team	SERVICE & SUPPLIES
June	Administration	2005	179.17	US Bank - Signs now - slide rules/signs	SERVICE & SUPPLIES
June	Administration	2035	168.00	US Bank - American Red Cross - lifeguard certs	SERVICE & SUPPLIES
June	Aquatics	2852	62.48	US Bank - amazon - aqua rec toner cartirage	SERVICE & SUPPLIES
June	Maintenance	2104	102.10	US Bank - Ewing - supplies for jonas soccer field	SERVICE & SUPPLIES
June	Maintenance	2162	115.57	US Bank - Home Depot - painting supp for gates	SERVICE & SUPPLIES
June	Maintenance	2104	20.45	US Bank - Home Depot - stakes forcaution signs Jonas Soccer field	SERVICE & SUPPLIES
June	Maintenance	2162	15.04	US Bank - Home Depot - painting supplies for aqua restrooms	SERVICE & SUPPLIES
June	Maintenance	2162	8.59	US Bank - Home Depot - painting supplies	SERVICE & SUPPLIES
June	Maintenance	2152	15.19	US Bank - Lowe's - air filters for office	SERVICE & SUPPLIES
June	Maintenance	2314	141.34	US Bank - Work world - maint clothing	SERVICE & SUPPLIES
June	Maintenance	2236	61.97	US Bank - quik stop - fuel for ford	SERVICE & SUPPLIES
June	Maintenance	2112	257.39	US Bank - Home Depot - new window for snack bar	SERVICE & SUPPLIES
June	Maintenance	2162	411.82	US Bank - Kelly Moore paint supplies for aqua restroom	SERVICE & SUPPLIES
June	Maintenance	2162	76.83	US Bank - Kelly Moore paint supplies for aqua restroom	SERVICE & SUPPLIES
June	Maintenance	2236	16.72	US Bank - Speedway - fuel for kubota	SERVICE & SUPPLIES
June	Maintenance	2322	21.53	US Bank - Emigh custodial supp 4 guard tools	SERVICE & SUPPLIES
June	Maintenance	2104	30.15	US Bank - Emigh caution tape 4 jonas soccer field	SERVICE & SUPPLIES
June	Maintenance	2226	38.71	US Bank - Home Depot - staple gun/tols 4 posting signs	SERVICE & SUPPLIES
June	Maintenance	2112	154.80	US Bank - Home Depot - supplies 4 camp DAR shelf	SERVICE & SUPPLIES
June	Maintenance	2332	26.88	US Bank - Home Depot multi use squeegee	SERVICE & SUPPLIES
June	Maintenance	2236	112.83	US Bank - Quik Stop Fuel for Ford	SERVICE & SUPPLIES
June	Maintenance	2205	647.60	US Bank - Radial tire - new tires for Ford	SERVICE & SUPPLIES
June	Maintenance	2226	19.35	US Bank - Home Depot tape for slide handle	SERVICE & SUPPLIES
June	Maintenance	2236	15.00	US Bank - Speedway fuel for kubota	SERVICE & SUPPLIES
June	Aquatics	2444	203.56	US Bank - In rescue training - AED batteries	SERVICE & SUPPLIES
June	Recreation	2852	147.42	US Bank - Amazon DAR supplies	SERVICE & SUPPLIES
June	Recreation	2852	10.86	US Bank- Amazon rec spllies for camp	SERVICE & SUPPLIES
June	Recreation	2852	34.55	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES
June	Recreation	2852	17.93	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES
June	Recreation	2852	122.80	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES
June	Recreation	2852	11.73	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES

Arden Manor Recreation and Park District

EXPENSEDETAILENTRYREPORT

All expenses, fixed assets, services and supplies

Month: June

Month Total \$ 22,518.13

PREVIOUSLY APPROVED \$ 27,312.85

YTD BUDGETED \$ 356,037.00

APPROVED 7/20/2023

REMAINING ANNUAL BUDGET \$ 306,206.02

CHAIRPERSON: _____

SECRETARY: _____

Period	Dept.	Account #	Claim #	Payee	P&L Group
June	Recreation	2852	14.13	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES
June	Recreation	2852	97.83	US Bank - Amazon rec supplies for camp (games)	SERVICE & SUPPLIES
June	Recreation	2852	29.99	US Bank - Camp Aid - rec activity cards	SERVICE & SUPPLIES
June	Maintenance	2112	9.24	US Bank - Amazon building supplies	SERVICE & SUPPLIES
June	Administration	2591	65.00	US Bank - When2work subscription	SERVICE & SUPPLIES
June	Aquatics	2444	14.65	US Bank - Amazon medical supplies sunscreen	SERVICE & SUPPLIES
June	Recreation	2332	249.16	US Bank - Sams club food for ASP	SERVICE & SUPPLIES
June	Recreation	2852	18.43	US Bank - Amazon rec supplies	SERVICE & SUPPLIES
June	Aquatics	2444	14.13	US Bank - Amazon medical supplies - bandaids	SERVICE & SUPPLIES
June	Recreation	2852	41.98	US Bank - scholastic - books 4 kids	SERVICE & SUPPLIES
June	Recreation	2852	35.84	US Bank - Amazon - rec supplies (games)	SERVICE & SUPPLIES
June	Maintenance	2198	112.59	Golden State - Deterding Water 3/27-4/27	SERVICE & SUPPLIES
June	Maintenance	2198	824.46	Golden State - Crabtree Water 4/26-5/27	SERVICE & SUPPLIES
June	Maintenance	2322	125.02	Grainger - custodial supplies	SERVICE & SUPPLIES
June	Administration	2076	61.00	Fast Break - Office 365/Onedrive	SERVICE & SUPPLIES
June	Maintenance	2197	320.00	Fast Break - VoIP ext (6)	SERVICE & SUPPLIES
June	Maintenance	2226	280.13	Bliss - ASM tire	SERVICE & SUPPLIES
June	Aquatics	2122	110.11	Leslie's Pool Supply - acid for pool	SERVICE & SUPPLIES
June	Administration	2261	12.03	Caltronics JJR - Copier Maint and Copies	SERVICE & SUPPLIES
June	Administration	2591	100.00	Streamline- Website services June 2023	SERVICE & SUPPLIES
June	Maintenance	2193	208.63	Republic Services - waste container	SERVICE & SUPPLIES
June	Administration	2591	130.00	Direct Hit - Pest services 6/8/23	SERVICE & SUPPLIES
June	Aquatics	2192	8.94	PGE Gas/DAR 4/29/23-5/27/23	SERVICE & SUPPLIES
June	Aquatics	2192	528.67	PGE Gas/Pool 4/29/23-5/27/23	SERVICE & SUPPLIES
June	Maintenance	2322	44.13	Grainger - custodial supplies	SERVICE & SUPPLIES
June	Administration	2591	5746.06	FastBreak - data infrastructure upgrade	SERVICE & SUPPLIES
June	Administration	2591	294.00	Sac County Sheriff - Livescan	SERVICE & SUPPLIES
June	Maintenance	2104	1341.46	Normac - irrigation supplies Jonas Park Repair	SERVICE & SUPPLIES
June	Maintenance	2191	112.74	SMUD - main office	SERVICE & SUPPLIES
June	Maintenance	2191	1500.55	SMUD - pumps/DAR/DCC	SERVICE & SUPPLIES
June	Maintenance	2191	258.38	SMUD - Jonas Well Pump	SERVICE & SUPPLIES
June	Maintenance	2191	179.39	SMUD - Crabtree Park Lt	SERVICE & SUPPLIES
June	Maintenance	2191	172.47	SMUD - St Lt Jonas	SERVICE & SUPPLIES
June	Maintenance	2191	32.38	SMUD - St Lt Crabtree	SERVICE & SUPPLIES
June	Administration	2571	1474.00	Fulton El Camino Service calls May 2023	SECURITY SERVICES (P
June	Administration	2261	418.95	Caltronics JJR - Copier Maint and Copies	SERVICE & SUPPLIES

Arden Manor Recreation and Park District

FY 22-23

OPERATIONS REPORT

June

TO: BOARD OF DIRECTORS
 ARDEN MANOR RECREATION AND PARK DISTRICT

FROM: Madison Dewald
 ADMINISTRATIVE ASSISTANT

SUBJECT: OPERATION REPORT June

A. DETERING COMMUNITY CENTER			RCT #	REVENUE
Backstage Performing Arts			23285	\$ 500.00
				<u><u>\$ 500.00</u></u>
B. DETERING ACTIVITY ROOM			RCT #	
TURNING POINT AA	TUESDAYS	23285 June Rent		\$ -
				<u>\$ 80.00</u>
				<u><u>\$ 80.00</u></u>
C. ARDEN MANOR PARKS			RCT #	
				<u><u>\$ -</u></u>
D. DETERING POOL			RCT #	
				<u><u>\$ -</u></u>
TOTAL PERIOD REVENUE				\$ 580.00

FULTON EL-CAMINO PARK DISTRICT POLICE DEPARTMENT

James R. Brown, Chief of Police



Monthly activity report for: Arden Manor Park District, **Reporting Period:** 2023-06-01 to 2023-06-30

Summary of enforcement actions

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

Notice To Appear (NTA)	Date/Time	Violations	Severity	Notes
Crabtree Park	2023-06-19 15:30	9.36.061(a)(4) SCO Animal leash	Inf	subject had 2 pit bulls loose in tennis court
Deterding park	No NTA issued during this reporting period			
Jonas Larkspur Park	2023-06-26 16:50	9.36.061(a)(4) SCO Animal leash	Inf	aggressive dog off leash german shepard
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 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	2023-06-05 17:20	SCO 9.36.061(a)(4)		subject had large pit bull of leash on soccer field due to lack of prior contact warning issued
Jonas Larkspur Park	2023-06-26 16:40	SCO 9.36.68		subject was hitting golf balls in park, issued warning, due to lack of prior contact.
Off Property	No warnings during this reporting period			
Winterstein Park	No warnings during this reporting period			
Parking Citations	Date/Time	Violations		
Crabtree Park	No Parking citations issued during this reporting period			
Deterding park	No Parking citations issued during this reporting period			
Jonas Larkspur Park	2023-06-01 19:34	4000(a) CVC No current registration 5200(a) CVC Display of two license plates required 5204(a) CVC Current registration tabs not properly displayed		
Jonas Larkspur Park	2023-06-08 16:20	4000(a) CVC No current registration		
Jonas Larkspur Park	2023-06-26 17:05	4000(a) CVC No current registration 5200(a) CVC Display of two license plates required		
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

July 20, 2023

Agenda Item: 4 b: National Night Out: The Board will receive a presentation from Madison DeWald regarding the district’s plans for National Night Out to be held Tuesday, August 1, 2023.

Initiated or Requested by

- Board
- Staff
- Other

Report coordinator or prepared by

Kelly Lewellen, District Manager
Madison DeWald, Administrative Assistant

Attachment: Yes No Information Direction Action

National Night Out:

Madison DeWald, Administrative Assistant

NNO will be on Tuesday, August 1st from 5:30pm-8:30pm. Our schedule is to run community boat races from 5:30pm-6:30pm. We’ll have a race for kids and a race for teens/adults. A prize will be given out for the winners. We hired a balloon twister to come twist balloons for an hour.

Kona Ice will also make an appearance. We will also have food from Dugout deli, and Mike Cottonwood will be grilling.

We have secured several sponsorships and will have tables set up for SMUD and Neighborhood watch. Park Police will also Stop by.

Free swim will be offered following the boat races from 6:30pm-8:30pm.

Arden Manor Recreation and Park District

July 20, 2023

Agenda Item: 4 c: Cooling Center: The Board will receive a report and vote on a Motion to approve allowing the County to run a warming/cooling center at Deterding Park. The county will staff it and they predict 20-30 people in attendance for each event.

Initiated or Requested by

- Board
- Staff
- Other

Report coordinator or prepared by

Kelly Lewellen, District Manager

Attachment: Yes No Information Direction Action

A representative from the county contacted the office regarding participation in the county warming and cooling center program.

Essentially, they look for facilities that are close to bus stops (if available), open room that can hold up to about 20-30 people, collocated restrooms, and a working HVAC. The county set up tables and chairs and provide snacks and water. These are NOT shelters and there are no formal meals or sleeping arrangements, even for the overnight warming centers. The county office is self-insured, and they provide the staff, security, cleaning (unless you prefer your own contract) and kennels for animals (if allowed).

Cooling centers typically run from 2pm-8pm and warming centers are usually 7pm-7am (temperature dependent). Also, centers would be on a non-interference basis if the room already was reserved for other events. The county office would also be willing to pay any room reservation fees.

There are certain weather thresholds, that when met, drive certain actions. One of those is to hold a conference call with the cities, county departments, NWS, utilities, etc. to discuss the upcoming weather and discuss what cooling/warming center resources will be available. The county office has higher thresholds than the cities and county departments, but when they do open a warming or cooling center, they use available schools, community centers, parks, etc.. These centers are open to everyone.

Recommendation: The board vote on a motion to include the Deterding Community Center in the Network of cooling and warming centers for the region.

Arden Manor Recreation and Park District

July 20, 2023

Agenda Item: 4 d: New Roof Proposal for Deterding Community Center and Aquatics Complex: The board will receive a report and cost estimate for the roof replacement. The estimated costs for both roofs are \$170,000. The hope is to begin the work before the end of September. The board will vote on a motion to accept the bid and move forward with the roof replacement.

Initiated or Requested by

- Board
- Staff
- Other

Report coordinator or prepared by

Kelly Lewellen, District Manager

Attachment: Yes No Information Direction Action

Background: The Roofs for the Community Center and Aquatics complex are in need of replacement. The District Manager met with representatives of the Garland Company and completed a walk though. The Garland Company is a manufacturer who is a partner through Omnia Partners. As the manufacturer, they will own the bid process, however, we have the ability to make the final decision on which contractor we go with.

While the price is considerably higher than what had been budgeted in the past, the scope of work includes a more robust list of materials , including skylights, gutters and metal wrapped fascia, than our last bid from the KYA Group. Also, unlike the KYA Group’s additional soft costs of 20%-30% over the bid price of \$134,000, Garland is recommending only a 10% contingency over the bid price which brings them within several thousand dollars of each other. The main reason for the high cost, aside from the inflation in material costs, is that prevailing wage for roofers is currently \$68/hour. This job if both roofs are done simultaneously will take about two weeks to complete.

Recommendation: Staff recommend the board vote on a motion to accept the proposal and move forward with roof replacement.

The Garland Company, Inc.

Roof Asset Management Program



Roof Inspection and Budget

Prepared By
Dan Mc Cready

Prepared For
Kelly Lewellen

June 24, 2023

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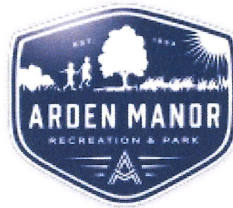
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Client Data

Client: Arden Manor Recreation & Parks



Client Data

Name	Arden Manor Recreation & Parks		
Address 1	1415 Rushden Dr		
City	Sacramento	State	California
ZIP	95864	Country	United States

Contact Info

Contact Person	Kelly Lewellen	Title	District Manager
Mobile Phone:	-	Office Phone:	916-487-7851x302
Email:	kelly@amrpd.org		



Facility Summary

Client: Arden Manor Recreation & Parks

Facility: Site Inspection

Facility Data

Address 1	1415 Rushden Dr
City	Sacramento
State	California
ZIP	95864
Type of Facility	Metroparks/Park District
Contact Person	Kelly Lewellen

Asset Information

Name	Date Installed	Square Footage	Roof Access
Roof Inspection	???	8,000	Ladder Needed



Construction Details

Client: Arden Manor Recreation & Parks

Facility: Site Inspection

Roof Section: Roof Inspection

Information			
Year Installed	???	Square Footage	8,000
Slope Dimension	4/12	Eave Height	15'
Roof Access	Ladder Needed	System Type	Shingles



Photo Report

Client: Arden Manor Recreation & Parks

Facility: Site Inspection

Roof Section: Roof Inspection

Report Date: 06/21/2023

Title: Site Survey



Photo 1

Overview of the Community Center. Roof is in fair condition, with the known leaks and the extreme rot on the fascia, this roof needs to be replaced. Using the proper details and wrapping the fascia board with sheet metal will prevent rot in the future.



Photo 2

Overview - A shingle roof ridge vent was installed on the modified bitumen roof. This will be replaced with brow vents at time of reroof.



Photo 3



Photo 4



Photo 5



Photo 6

The fascia board around the entire roof has completely rotted. By replacing these and then wrapping them in a galvanized sheet metal that is kynar coated, they will hold up much longer to the water that cascades over the edge.



Photo 7

More rot



Photo 8



Photo 9

Overview: Activities Building Roof. The roof deck has multiple areas that have rotted through. The curbs on the skylights need to be raised to meet current code as well as help prevent future leaks.



Photo 10



Photo 11

Curb height needs to be raised to 8" above the roof deck. Skylights will be replaced at time of Reroof.



Photo 12

Failed roof section.



Photo 13

Rotted roof area.



Photo 14

The majority of the west side of the roof has rotted out. The gutter has pulled off, a new preformed gutter will be installed at time of reroof.



Photo 15



Solution Options

Client: Arden Manor Recreation & Parks

Facility: Site Inspection

Roof Section: Roof Inspection

Replace Options

Solution Option:	Replace	Action Year:	2023
Square Footage:	8,000	Expected Life (Years):	20
Budget:	\$170,000.00		

This roofing assessment was completed on 6/21/2023. The purpose of this assessment was to evaluate the existing roof conditions and provide recommendations as well as budget costs for the recommended solutions. The visual roof assessment consisted of walking the subject roof areas and documenting the existing conditions of the surfacing, membrane, flashings, drainage, and other related rooftop components. We also talked to available on site personnel and walked accessible building interiors to document reported leak locations.

Project budget / cost estimates are approximates for budgetary purposes and are based upon current labor and material rates for the geographical location. Roof budget costs are based on the roofing system noted below, manufacturer inspections, and warranties based on the system chosen. Actual project costs will depend on the quality and quantity of materials used, options chosen by the designer and owner, quality and availability of contractors, extent of work performed at one time, and time of year the work is performed.

Budgets include full tear off, removal and replacement of roof system, all dry-rot exposed fascia, fascia boards wrapped in sheet metal to prevent future rot and new gutters as specified at inspection.

Community Center Roof - Shingles \$60,000, Modified Bitumen - \$85,000

Activity Center Roof - Shingles \$85,000

DISTRICT MANAGER'S REPORT

1415 Rushden Drive, Sacramento, CA 95864

July 20, 2023, 6:30pm

District Manager: Kelly Lewellen

Administration Update:

1. Personnel Updates: We are currently hiring for our After School Staffing needs. We will also be opening a position for a new head swim coach. After years of service, Jeremy Cullifer is stepping down from coaching, though he still hopes to be involved in the Parent board as a member at large.
2. The District Manager Attended the CSDA General Manager Leadership Summit June 25 – 27, 2023. The “So You Want to be A General Manager” preconference workshop focused on identifying good skill sets of successful General Managers and how to be an effective General Manager. Other sessions focused on agile mindset, employee engagement, and adaptive leadership.
3. The District Manager has been focusing on identifying needs for the upcoming fiscal year. Once the final budget numbers come in in August, the Final Budget can be compiled.
4. There has been renewed interest in the pond at Jonas. It is apparent that significant remediation will need to be completed before the pond can be rehabilitated. It is the suggestion of the District Manager that the pond be allowed to dry out in order to kill the cattails. Once the pond can be refilled, we will purchase an additive to curtail algae growth. A meeting is also being set up with a Landscape Architecture firm to discuss future potential solutions. At this point in time, major work on the pond area will not be put into the budget, as we need more answers before we can plan the scope of the project.

Facilities and Recreation Update:

Ryan Benton, Program Director:

Summer Camp 2023 is rolling strong, just 2 more weeks of fun. In June we averaged around 65 campers per week. We all enjoyed the nice weather the first couple of weeks and finding different ways to keep the kids cooled off. We have had multiple entertainers out, including a ventriloquist, BubbleMania, and a magician.

Registration for the After School program is now open and we have gotten a lot of new families reaching out for information. We intend to have around 70 registrations per month, similar to last school year.

At the moment, we are not needing to hire any staff for the after-school program but will be opening a job posting to possibly find strong applicants that may want to join us.

Andrew Nielsen, Facility and Aquatics Director:

Aquatics

Public swim has done well this year with many families and summer camps attending. We only have this week and two more for public swim, but we are trying to extend our days for private pool parties. This year is one of the few times we have had enough lifeguards staying in Sacramento for college or leaving later in August to hold more private pool parties. A couple of families and groups have asked about pool hours in August and this year we are able to allow them to use the pool.

Swim team is also ending soon with VFCAL Champs Saturday the 22nd and Meet Of Champs Saturday the 29th and Sunday the 30th. Our season has done well with all our swimmers improving and setting personal records. We hope to see many swimmers return next year plus new swimmers.

Facilities

Our rentals of the DCC have been going well with our recent changes. People are still interested in renting the DCC. Charmayne Monday is also interested in bringing back her floor exercise. She says that she has seven or eight people interested in floor class from her aquacise class. If that many people or more are interested in floor class, the DCC will be the best room for Charmayne.

MAINTENANCE SUPERVISOR'S REPORT

1415 Rushden Drive, Sacramento, CA 95864

Thursday, July 20, 2023 6:30PM

Parks & Facilities Maintenance Supervisor:

Mike Cottonwood

Maintenance Update:

DISTRICT FACILITIES

District Office, Deterding Activity Room (DAR), Deterding Community Center (DCC),
Maintenance Shop, Deterding Pool Complex

- Completion of daily park inspections & litter removal. Routine facilities cleaning including; restocking of paper products in restrooms, sweeping, mopping, dusting, disposal of garbage.
- Completion of monthly park & facility inspections.
- Completion of daily pool maintenance including:

Completion of daily pool log, water chemistry balancing, vacuuming, brushing, backwashing, emptying of skimmer baskets, and leaf blowing off the pool deck.
- Completion of weekly pool deck landscaping (lawn mowing and edging turf areas inside of the pool fencing, outside of Jensen's service area).

Deterding Park

- Daily trash and litter removal.
- Completed monthly park & facility inspections.
- Weekly landscape maintenance (mowing lawns, leaf blowing walkways, string trimming, leaf removal) completed by Jensen Corp.
- Applied a new coat of paint to 3 of the 5 concrete picnic tables

Crabtree Park

- Daily trash and litter removal.
- Completed monthly park & facility inspections.
- Weekly landscape maintenance (mowing lawns, leaf blowing walkways, string trimming, leaf removal) completed by Jensen Corp.
- The turf at Crabtree looked dry despite adding more time to the controller as well as 1 more day of watering per week. Maintenance Staff had ran a test on each station to determine the possible cause of the turn receiving sufficient water. During the testing, it was observed that the booster pump did not seem to turn on which was programmed to do so. The breaker had not been tripped and the reason for it not coming on could not be solved by Staff and a call to O'Dell's Pump Services was made.

When the Technician from O'Dell's had Staff run a station, he said he could hear it arcing and then the breaker tripped and he immediately determined the motor had been seized up from the time it last ran over Summer 2022. The Technician was able to break the seized motor loose and the booster pump began working properly. One suggestion that was made by O'Dell's to Staff was to remove the Backflow Prevention Device cover to keep the booster pump from overheating. It does not get cold enough in the winter to freeze the water in 3" pipe, so Staff had the cover removed.

Another step to prevent the booster from seizing up would be to make sure that the irrigation be run throughout the off-season, not only to exercise the valves but the booster pump as well.

- Completion of irrigation repairs:

Adjustments to sprinkler coverage, replacement of broken sprinklers (rotors & pop-ups), and changing out filters & nozzles where needed.

One of the water lines going into a tree well next to the 2-5 year old playground had a leak caused by root growth and was creating a big void in the sand pit. Staff removed the sand and cut the geotextile fabric back and was able to complete the repair. There was a broken sprinkler next to the bathrooms that was preventing the remaining heads on the line from popping up.

- The hardware used to anchor the recently re-installed spring loaded rocker toy in the sand pit had broke loose and the toy was on it's side. Maintenance Staff re-installed the hardware using heavy-duty thread lock and the toy is now anchored securely.

Jonas Larkspur Park

- Daily trash and litter removal.
- Completed monthly park & facility inspections.
- Weekly landscape maintenance (mowing lawns, leaf blowing walkways, string trimming, leaf removal) completed by Jensen Corp.
- A very large percentage of the Maintenance Department's time this month has been spent addressing many of the irrigation issues at this park. Following will be a detailed explanation of what repairs were needed and what has been completed up to the time of this report:
 - The Northeast corner of the soccer field was the first station (#6) Staff observed to be having issues. When ran manually the station would not come on and the controller would give a message indicating there was a fault due to either a wiring issue or a bad solenoid. Staff attempted to trace the wire and locate the valve to begin repairs but was unsuccessful. Our contracted landscapers were called out to

locate it and they too were unsuccessful locating the valve. Jensen returned the following day with more specialized equipment and were able to locate the valve and District Staff completed the repair by replacing the solenoid.

- Upon completion of repair on #6, Staff observed what appeared to be a leak coming from the valve on Station #20 which was another zone not currently working. After replacing the valve and pressuring the system back up the valve box was still filling with water and Staff found that there was a leak coming from under the valve box which required digging deeper. The leak was coming from a T in the mainline that ran under the box. The section of the mainline was the first T coming out of the well so there was a thrust block (concrete) which needed to be broken out before repairs could be made. Due to the complexity of the repair (4" piping and a small space to work in), made this a very time consuming repair.





- Stations #4, #5, #6, & #7 (all zones inside of soccer field) appeared to have a loss of pressure. Each station had 1-3 rotors that needed replacing, needed height adjustments, or new nozzles. Upon making those repairs on each station the pressure was still restricted, so Staff located each of the valves and checked the flow control on the valves and learned that the flow controls on those valves were partially closed and was the cause of the restriction.
- Maintenance staff is currently in the process of repairing the remaining stations in the rest of the park. The irrigation controller may need to have one or more of the modules replaced, but if that doesn't fix the problem, the whole controller itself may need replacing. At time of report, the controller waters the park when it wants to.

Vandalism

There was one major act of vandalism in the month of June 2023. At the closing of public swim on 6/25, the lifeguards that were on duty noticed the door and 1 window to the DAR were broken. Maintenance Staff boarded the window up and called a glass repair company out on 6/26 to replace the broken window and door.

