

# FAIR OAKS RECREATION AND PARK DISTRICT BOARD OF DIRECTORS

## ONE THOUSAND FOUR HUNDRED FIFTY-SECOND BOARD OF DIRECTORS' REGULAR MEETING

### **Agenda for January 21, 2026**

The regular meeting of the Board of Directors on January 21, 2026 will be conducted both in person and via Zoom:

<https://us02web.zoom.us/j/87345380207> Or join by phone: US: +1 669 900 9128

**Meeting ID: 873 453 80207**

**VILLAGE HALL  
7997 CALIFORNIA AVENUE  
FAIR OAKS, CA 95628  
January 21, 2026  
6:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PRESENTATIONS/PROCLAMATIONS/RECOGNITION
  - 4.I. 2025 Annual Report.
  - 4.II. Introduction Of New Staff.
5. AUDIENCE/PUBLIC COMMENT (NON-AGENDA ITEMS)

*(Any person may address the Board upon any subject within the jurisdiction of the Fair Oaks Recreation and Park District. Each speaker is limited to a maximum of THREE (3) minutes. Any matter requiring Board action will be referred to staff or committee for a report and action at a subsequent meeting).*
6. CONSENT CALENDAR

*(All matters listed under Consent Calendar are considered by the Board of Directors to be routine and will be acted upon in a single motion. There will not be separate discussions of these items unless a request is made prior to the time the Board considers a motion to approve).*

  - 6.I. Accept And File: Enumeration Of Claims (Vendor Activity Report) – December 2025.

Documents:

[6.1 ENUMERATION OF CLAIMS \(VENDOR ACTIVITY REPORT\) - DECEMBER \(PERIOD 6\).PDF](#)
  - 6.II. Accept And File: Payroll Report – December 2025.

Documents:

[6.2A PAYROLL CONSOLIDATION AND ACTIVITY REPORT - DECEMBER \(PERIOD 6\).PDF](#)  
[6.2B OVERTIME CTO STRAIGHT TIME DETAIL - DECEMBER \(PERIOD 6\).PDF](#)

6.III. Accept And File: Leave Liability Report – December 2025.

Documents:

[6.3 LEAVE LIABILITY - DECEMBER 2025.PDF](#)

6.IV. Accept And File: Contingency Fund Reconciliation Report – December 2025.

Documents:

[6.4 CONTINGENCY FUND RECONCILIATION -DECEMBER \(PERIOD 6\).PDF](#)

6.IV.i. Accept And File: Fund Balance Report – December 2025.

Documents:

[6.5 FUND BALANCE REPORT - DECEMBER \(PERIOD 6\).PDF](#)

6.V. Accept And File: Refund Report – December 2025.

Documents:

[6.6 REFUND REPORT - DECEMBER \(PERIOD 6\).PDF](#)

6.VI. Accept And File: Financial Report – December 2025.

Documents:

[6.7A BUDGET TO ACTUALS REPORT - DECEMBER \(PERIOD 6\).PDF](#)  
[6.7B NON-TAX REVENUE REPORT -DECEMBER \(PERIOD 6\).PDF](#)

6.VII. Accept And File: Measure J Commitment Report – December 2025.

Documents:

[6.8 MEASURE J COMMITMENT REPORT - DECEMBER \(PERIOD 6\).PDF](#)

6.VIII. Accept And File: Change Orders – December 2025.

*There were no change orders for this time period.*

6.IX. Approval Of The Minutes From The Regular Board Meeting – December 17, 2025.

Documents:

[12.17.25 1451 DRAFT.PDF](#)

7. NEW BUSINESS

7.I. Monthly Fair Oaks Youth Advisory Board Report.

7.II. Discussion And Possible Action On Foundation Board Appointments.

Documents:

[7.2 FOUNDATION BOARD APPOINTMENTS.PDF](#)

7.III. Discussion And Possible Action On Approval Of District Administrator Salary Range.

Documents:

[7.3 APPROVAL OF DISTRICT ADMINISTRATOR SALARY RANGE.PDF](#)

7.IV. Discussion And Possible Action On Approval Of District Administrator Recruitment Process And Timeline.

Documents:

[7.4 DISTRICT ADMINISTRATOR RECRUITMENT PROCESS AND TIMELINE.PDF](#)

7.V. Receive And File: Board Vacancy Appointment Process And Timeline.

Documents:

[7.5 BOARD VACANCY APPOINTMENT PROCESS AND TIMELINE.PDF](#)

7.VI. Discussion And Possible Action On Approval Of A Concessionaire Agreement.

*This item is awaiting additional information and will be updated when received.*

8. BOARD/STAFF REPORTS

8.I. Items From The Board Of Directors.

8.II. Items From Staff.

9. ADJOURNMENT

9.I. Adjourn To The Regular Meeting Of February 10, 2026 @ 6:00 P.m

*I, Michael J. Aho, District Administrator of the Fair Oaks Recreation and Park District, do hereby certify that this agenda has been posted at 7997 California Avenue, Fair Oaks, California and 4150 Temescal Street, Fair Oaks, California at least 72 hours prior to the meeting of the Board of Directors in accordance with Government Code Section 54950.5, the Ralph M. Brown Act.*

**If you need a disability related accommodation to participate in these meetings, please contact the Park District Office at (916) 966-1036 (voice) or (916) 966-9863 (fax).**

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View previous board meetings on our [YouTube Channel](#)

**VENDOR ACTIVITY REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

<u>VENDOR</u>	<u>EXPENSE DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
<u>AMILIA TECHNOLOGIES USA INC</u>	Admin registration services Nov	REGISTRATION SVC	\$636.59
		TOTAL	\$636.59
<u>ARC DOCUMENT SOLUTIONS LLC</u>	A&E Marquee on FOPAC September	PRINTING SVC	\$745.11
		TOTAL	\$745.11
<u>ATLAS DISPOSAL INDUSTRIES LLC</u>	PARKS Pickup @ 9050 Phoenix Park B to 12/1	REF COLL/DISP SVC	\$301.55
	PARKS Pickup @ 7997 Califronia Ave(Village Park) t	REF COLL/DISP SVC	\$382.71
	PARKS Pickup @ 8000 Temple Park Rd to 11/28	REF COLL/DISP SVC	\$1,278.32
		TOTAL	\$1,962.58
<u>BKS LAW FIRM A PROFESSIONAL CORPORA</u>	Admin Legal Services for October	LEGAL SVC	\$255.00
	Admin Legal Services for November	LEGAL SVC	\$1,630.46
		TOTAL	\$1,885.46
<u>CAGWIN &amp; DORWARD</u>	PARKS GRLL GUM RANCH PARK LANDSCAPE December	AGRI/HORT SVC	\$1,288.00
	PARKS GRLL MADISON PLACE LANDSCAPE December	AGRI/HORT SVC	\$636.00
	PARKS PFLM MADISON AVE FLYWAY LANDSCAPE December	AGRI/HORT SVC	\$668.00
	PARKS PFLM SUNSET AVE / ENCLAVE LANDSCAPE December	AGRI/HORT SVC	\$948.00
	PARKS FOLL BANNISTER PARK LANDSCAPE December	AGRI/HORT SVC	\$1,462.00
	PARKS ADMIN OFFICE LANDSCAPE December	AGRI/HORT SVC	\$282.00
	PARKS FOLL FAIR OAKS PARK LANDSCAPE December	AGRI/HORT SVC	\$5,430.00
	PARKS PRE SCHOOL LANDSCAPE December	AGRI/HORT SVC	\$315.00
	PARKS FOLL JIM STRENG PARK LANDSCAPE December	AGRI/HORT SVC	\$696.00
	PARKS FOLL LITTLE PHOENIX PARK LANDSCAPE December	AGRI/HORT SVC	\$602.00
	PARKS FOLL MANANA LANDSCAPE December	AGRI/HORT SVC	\$442.00
	PARKS FOLL MILLER PARK LANDSCAPE December	AGRI/HORT SVC	\$2,172.00
	PARKS FOLL MONTVIEW PARK LANDSCAPE December	AGRI/HORT SVC	\$1,283.00
	PARKS FOLL OLD FAIR OAKS LIBRARY LANDSCAPE Decembe	AGRI/HORT SVC	\$104.00
	PARKS FOLL PHOENIX PARK LANDSCAPE December	AGRI/HORT SVC	\$9,314.00
	PARKS FOLL VINTAGE WOODS PARK LANDSCAPE December	AGRI/HORT SVC	\$107.00
	PARKS LA VISTA SPORTS FIELDS December	AGRI/HORT SVC	\$1,958.00
	PARKS VILLAGE PARK LANDSCAPE December	AGRI/HORT SVC	\$5,710.00
		TOTAL	\$33,417.00
<u>CALIFORNIA ASSOCIATION FOR PARK &amp; R</u>	ADMIN Final Payroll Adjust for Workers Comp Cov FY	WORK COMP - ACP	\$7,183.00
	ADMIN 3rd Qtr Workers Comp FY25-26	WORK COMP - ACP	\$10,663.75
	ADMIN Property and Liability 2nd half FY25-26	INS LIABILITY	\$76,535.00
		TOTAL	\$94,381.75
<u>COMCAST</u>	Admin Parks Office Internet November	TELEPHONE SVC	\$236.82
	Admin Preschool Internet Decemeber	TELEPHONE SVC	\$245.06
	Admin Village Park Internet Nov	TELEPHONE SVC	\$468.96

	Admin Preschool Internet November	TELEPHONE SVC	\$236.82
COMCAST		TOTAL	\$1,187.66
COUNTY OF SACRAMENTO	PARKS 8090 Grand Ave- Preschool to 12/21	SEWAGE DISP SVC	\$288.38
	PARKS 7991/997 Ca, Ave Clbhs/Amphithtr to 12/21	SEWAGE DISP SVC	\$556.46
	PARKS 8010 McMillan Center to 12/21	SEWAGE DISP SVC	\$138.70
	Parks Montview Trailside Dr to 12/21	SEWAGE DISP SVC	\$138.70
	PARKS 4150 Temescal St-Dist Office to 12/21	SEWAGE DISP SVC	\$288.38
	PARKS Phoenix 0 Sunset Park to 12/31	SEWAGE DISP SVC	\$199.73
	PARKS 8980 Kruitof Way Phoenix Park to 1/07	SEWAGE DISP SVC	\$138.70
	PARKS 3830 Bannister Park to 1/07	SEWAGE DISP SVC	\$138.70
		TOTAL	\$1,887.75
FAIR OAKS VILLAGE ENHANCEMENT COMMI	Payment for spots in AT&T lot Nov	OTHER OP EXP SUP	\$48.00
		TOTAL	\$48.00
FAIR OAKS WATER DISTRICT	Parks 7997 California (Village Prk) to 1/31	WATER	\$1,446.84
	Parks 11549 FO BLVD/FO Park to 1/31	WATER	\$2,792.75
	Parks 7995 California Ave (Amph.) to 1/31	WATER	\$125.78
	Parks 5524 Cannes Way (Madison Park) to 1/31	WATER	\$165.86
	Parks Kenneth-Manana XRD to 1/31	WATER	\$194.90
	Parks 8090 Grand Ave (Preschool) to 1/31	WATER	\$102.50
	Parks 4200 Temescal (OL) to 1/31	WATER	\$99.94
	Parks 4150 Temescal St (Office) to 1/31	WATER	\$93.54
	Parks Tuckerwoo - Mallee XRD to 1/31	WATER	\$253.78
	Parks 8480 Sunset Ave (Miller Park) to 2/28	WATER	\$1,728.73
	Parks 9041 Phoenix ave (Little Ph) to 2/28	WATER	\$267.78
	Parks Irr lot @ Madison/Flyway XRD to 2/28	WATER	\$260.74
	Parks Irr Lot @ Sunset/Runway XRD to 2/28	WATER	\$272.90
	Parks Irr lot @ Sunset/Dauntless XRD to 2/28	WATER	\$90.98
	Parks 8855 Swallow Way (Jim Streng Park) to 2/28	WATER	\$97.38
		TOTAL	\$7,994.40
GREYDOT MEDIA LLC	A&E Advertisement Services November	ADVERTISING	\$4,000.00
	A&E Marketing and PR Services Sept-Oct	ADVERTISING	\$8,000.00
	A&E Marketing & PR RFP Ad Services December	ADVERTISING	\$4,000.00
		TOTAL	\$16,000.00
HEAHTER KINNEY	A&E 8540.1-7752 Paint Class Instructor Svcs Dec	RECREATIONAL SVC	\$562.77
		TOTAL	\$562.77
J FIFFICK CORPORATION	Admin Monthly Computer Services October	DATA PROCESSING SVC	\$1,095.00
	Admin Monthly Computer Services November	DATA PROCESSING SVC	\$1,095.00
		TOTAL	\$2,190.00
	A&E Family Music Class Instructor Services Dec	RECREATIONAL SVC	\$91.00

<u>JILLIAN VAN NESS</u>	A&E Family Music Class Instructor Services Nov	RECREATIONAL SVC	\$109.20
		TOTAL	\$200.20
<u>JUDGE 4 DULKU</u>	A&E Fingerprint New Employees Oct	OTHER OP EXP SUP	\$174.00
		TOTAL	\$174.00
<u>JUDITH AUBIN</u>	Rec 9646.4 Yoga Instructor Svcs Sept-Dec	RECREATIONAL SVC	\$714.00
		TOTAL	\$714.00
<u>LAUGHS UNLIMITED</u>	A&E Fees for Comics-Comedy Under the Stars 10/10	RECREATIONAL SVC	\$1,650.00
	A&E Fees for Comics-Comedy Under the Stars 12/12	RECREATIONAL SVC	\$1,650.00
	A&E Fees for Comics-Comedy Under the Stars 09/19	RECREATIONAL SVC	\$1,650.00
	A&E Fees for Comics-Comedy Under the Stars 11/14	RECREATIONAL SVC	\$1,650.00
		TOTAL	\$6,600.00
<u>LEAD STAR SECURITY INC</u>	Parks La Vista Security Camera November	SECURITY SVC	\$2,025.00
	Parks La Vista Security Camera-Monitor. Response	SECURITY SVC	\$35.00
	A&E ABC-Concessions Oversight Security Svcs Nov	SECURITY SVC	\$471.75
	Rec Facility Rental Security Services Nov	SECURITY SVC	\$370.00
		TOTAL	\$2,901.75
<u>LINDSAY OSTROM</u>	A&E Holiday Cards & Tags Instructor Svcs 11/14	RECREATIONAL SVC	\$241.80
	A&E Holiday Cards & Tags Instructor Svcs 11/15	RECREATIONAL SVC	\$295.80
		TOTAL	\$537.60
<u>MICHAEL CHEMERS</u>	A&E Monster Lect. Series in Black Box Theatre 11/1	RECREATIONAL SVC	\$1,000.00
		TOTAL	\$1,000.00
<u>MURPHY AUSTIN ADAMS SCHOENFELD LLP</u>	Admin Legal Services November	LEGAL SVC	\$412.50
		TOTAL	\$412.50
<u>PERS</u>	Admin PEPRA PP2025-21 10/16-10/31	RETIREMENT	\$1,815.21
	Rec PEPRA PP2025-21 10/16-10/31	RETIREMENT	\$798.19
	Parks PEPRA PP2025-21 10/16-10/31	RETIREMENT	\$1,247.62
	A&E PEPRA PP2025-21 10/16-10/31	RETIREMENT	\$598.02
	Rec CLASSIC PP2025-20 10/1-10/15	RETIREMENT	\$1,060.55
	Parks CLASSIC PP2025-20 10/1-10/15	RETIREMENT	\$441.74
	Admin PEPRA PP2025-22 11/1-11/15	RETIREMENT	\$1,638.10
	Rec PEPRA PP2025-22 11/1-11/15	RETIREMENT	\$769.44
	Parks PEPRA PP2025-22 11/1-11/15	RETIREMENT	\$1,052.06
	A&E PEPRA PP2025-22 11/1-11/15	RETIREMENT	\$598.02
	Rec CLASSIC PP2025-22 11/1-11/15	RETIREMENT	\$1,060.55
	Parks CLASSIC PP2025-22 11/1-11/15	RETIREMENT	\$368.60
	Admin PEPRA PP2025-23 11/16-11/30	RETIREMENT	\$1,640.48
	Rec PEPRA PP2025-23 11/16-11/30	RETIREMENT	\$761.70
	Parks PEPRA PP2025-23 11/16-11/30	RETIREMENT	\$1,402.99

	A&E PEPRA PP2025-23 11/16-11/30	RETIREMENT	\$598.02
	Rec CLASSIC PP2025-23 11/16-11/30	RETIREMENT	\$1,113.58
	Parks CLASSIC PP2025-23 11/16-11/30	RETIREMENT	\$368.60
	Administrative fee	RETIREMENT	\$200.00
	Administrative fee	RETIREMENT	\$200.00
PERS		TOTAL	\$17,733.47
PERS HEALTH BENEFITS DIV	ADMIN Health January	GROUP INS	\$7.13
	REC Health January	GROUP INS	\$7.13
	PARKS Health January	GROUP INS	\$10.70
	A&E Health January	GROUP INS	\$3.56
	Retiree health Dec	HEALTH CARE	\$4,976.70
	RET Health January	HEALTH CARE	\$350.16
	RET Health January	HEALTH CARE	\$962.58
	RET Health January	HEALTH CARE	\$1,138.79
	RET Health January	HEALTH CARE	\$962.58
	RET Health January	HEALTH CARE	\$665.50
	RET Health January	HEALTH CARE	\$1,331.00
	RET Health January	HEALTH CARE	\$4.35
		TOTAL	\$10,420.18
SACRAMENTO LOCAL AGENCY FORMATION	Admin OPS LAFCO Membership FY25-26	MEMBERSHIP DUES	\$573.00
		TOTAL	\$573.00
SACRAMENTO VALLEY ALARM SECURITY SY	PARKS Arts & Crafts bldg sec sys monit December	SECURITY SVC	\$33.00
	PARKS Arts & Crafts building radio svc December	SECURITY SVC	\$15.00
	PARKS McMillan build security sys monitor December	SECURITY SVC	\$37.00
	PARKS McMillan build cell srv monitor December	SECURITY SVC	\$19.00
	PARKS 8000 Temple Park Rd service call October	SECURITY SVC	\$119.63
	PARKS Pre-School security sys monitoring December	SECURITY SVC	\$37.00
	PARKS Pre-School cellular srv monitoring December	SECURITY SVC	\$19.00
		TOTAL	\$279.63
SMUD	PARKS 7997 CALIFORNIA AVE Amphitheatre to 11/19	ELECTRICITY	\$530.05
	PARKS 7991 CALIFORNIA AVE Amphitheatre to 11/19	ELECTRICITY	\$1,448.64
	PARKS 7997 CALIFORNIA AVE Amphitheatre to 11/19	ELECTRICITY	\$586.50
	PARKS 4200 Temescal Old Lib to 11/18	ELECTRICITY	\$993.71
	PARKS 5361 Flyway Phoenix Field to 11/12	ELECTRICITY	\$41.00
	PARKS 9050 Phoenix Little Phoenix to 11/12	ELECTRICITY	\$92.96
	PARKS 9039 Sunset Phoenix Park to 11/12	ELECTRICITY	\$43.90
	PARKS 4150 Temescal District Office to 11/19	ELECTRICITY	\$152.35
	PARKS 4447 Minnesota Montview to 11/20	ELECTRICITY	\$45.50
	PARKS 5542 Cannes Unit IRR 8Madison Place to 11/13	ELECTRICITY	\$26.32



	PARKS 4200 Main to 11/19	ELECTRICITY	\$71.53
	PARKS 8090 Grand 3603367 PreSchool to 11/19	ELECTRICITY	\$91.62
	PARKS 8090 Grand 3603369 PreSch Lights to 11/20	ELECTRICITY	\$12.94
	PARKS 5600 Tuckeroo Gum Ranch Park to 11/13	ELECTRICITY	\$51.05
	PARKS 4990 Kruithof Phoenix Dog Park to 11/12	ELECTRICITY	\$56.49
	PARKS 8000 Temple Park FO Park to 11/19	ELECTRICITY	\$65.54
	PARKS 11549 Fair Oaks FO Park Softbl to 11/19	ELECTRICITY	\$1,123.86
SMUD	PARKS 4735 Kenneth Miller Park to 11/19	ELECTRICITY	\$909.30
	PARKS 9044 Windcove Unit Rear to 11/12	ELECTRICITY	\$44.38
	PARKS 7997 CALIFORNIA AVE Amphitheatre to 10/21	ELECTRICITY	\$376.35
	PARKS 4660 Hazel Phoenix Park to 11/12	ELECTRICITY	\$42.65
	PARKS 8000 Temple Park Maint Shop to 11/19	ELECTRICITY	\$246.86
	PARKS 9030 Sunset Phoenix Concessions to 11/12	ELECTRICITY	\$222.97
	TOTAL		\$7,276.47
SPRINKLER SERVICE & SUPPLY INC	Parks Ops- All Parks- Irrigation Supplies Nov	PLUMBING MAINT SUP	\$188.56
	TOTAL		\$188.56
STAGERIGHT CORPORATION	A&E Supplies for Black Box November	RECREATIONAL SUP	\$423.64
	TOTAL		\$423.64
STAPLES CONTRACT AND COMMERCIAL	A&E Carbonless sales book Nov	OFFICE SUPPLIES	\$20.88
	TOTAL		\$20.88
TAPESTRY TALENT CO LLC	A&E Rogue Music- Entertainment Deposit fee 12/10	RECREATIONAL SVC	\$1,750.00
	A&E French Jazz-Entertainment Deposit Fee 12/10	RECREATIONAL SVC	\$1,500.00
	A&E Peter Petty-Entertainment Deposit Fee 12/10	RECREATIONAL SVC	\$1,750.00
	A&E Jessica Malone-Entertainment Deposit Fee 12/10	RECREATIONAL SVC	\$1,250.00
	TOTAL		\$6,250.00
UNIFIRST CORPORATION	PARKS uniform services, inv dtd 11-27	CUSTODIAL SVC	\$40.60
	PARKS uniform services, inv dtd 12-04	CUSTODIAL SVC	\$40.60
	PARKS uniform services, inv dtd 12-11	CUSTODIAL SVC	\$40.60
	PARKS Ops-janitor supply, inv dtd 11-27	CUSTODIAL SUP	\$62.72
	PARKS Ops-janitor supply, inv dtd 12-04	CUSTODIAL SUP	\$62.72
	PARKS Ops-janitor supply, inv dtd 12-11	CUSTODIAL SUP	\$62.72
	TOTAL		\$309.96
	Admin Xmas Garland for the clubhouse PAYPAL *FOCH	ADVERTISING	\$200.00
	Admin Job Posting - Admin Asst II CALIFORNIA PARK	ADVERTISING	\$75.00
	A&E 8950 Meta Ad - Beetlejuice and Event Awareness	ADVERTISING	\$50.00
	A&E 8950 Meta Ad - Beetlejuice and Event Awareness	ADVERTISING	\$50.00
	A&E 8950 Meta Ad - Beetlejuice and Event Awareness	ADVERTISING	\$19.33
	A&E 8950 Meta Ad - Beetlejuice and Event Awareness	ADVERTISING	\$50.00
	A&E 8950 Banner Flag installation - Hard Costs and	ADVERTISING	\$1,000.00



US BANK NATIONAL ASSOCIATION	A&E 8950 Meta Ad - Event Awareness FACEBK *M4U4Z5D	ADVERTISING	\$50.00
	A&E 8950 Hattie Craven Meta Ad FACEBK *H8YJ779EW2	ADVERTISING	\$50.00
	A&E 8950 Hattie Craven Meta Ad FACEBK *CJR7D8VDW2	ADVERTISING	\$50.00
	A&E 8950 Hattie Craven Meta Ad FACEBK *LDTAG8VDW2	ADVERTISING	\$50.00
	A&E 8950 Hattie Craven Meta Ad FACEBK *FUS3M7HEW2	ADVERTISING	\$50.00
	Admin Fair Oaks Chamber Lunch for Aho PAYPAL *FOC	BUS/CONFERENCE EXP	\$27.50
	Admin Citrus Heights Chamber lunch for Aho CITRUS	BUS/CONFERENCE EXP	\$25.00
	Rec CPRS Conference registration for Nick, Mary,	BUS/CONFERENCE EXP	\$1,565.00
	Admin Pumpkins for office team builder SMART AND	EMPLOYEE RECOGNITION	\$23.96
US BANK NATIONAL ASSOCIATION	ADMIN Butterfly Book - Paula Retirement Recognit	EMPLOYEE RECOGNITION	\$89.02
	Admin Scissors and pens AMAZON.COM*B079C3572	OFFICE SUPPLIES	\$47.74
	Admin stamp for cash drops SP RUBBERSTAMPS.COM	OFFICE SUPPLIES	\$29.68
	Admin Decorations - Retirement Party AMAZON MKTPL	OFFICE SUPPLIES	\$22.96
	Admin Decorations - Retirement Party AMAZON MKTPL	OFFICE SUPPLIES	\$56.29
	Admin Labels for Stamp Machine AUCTANE STAMPS STO	OFFICE SUPPLIES	\$21.22
	Admin Copier Paper BURKETT'S OFFICE SUPPLY	OFFICE SUPPLIES	\$90.49
	Admin Copier Paper BURKETT'S OFFICE SUPPLY	OFFICE SUPPLIES	\$90.49
	Admin Postage Purchase STAMPS.COM	POSTAL SVC	\$25.00
	Admin Monthly Fee - November STAMPS.COM	POSTAL SVC	\$20.99
	Parks Ops - All Parks - Turf Maintenance LOWES #01	AGRI/HORT SUP	\$127.36
	Parks IPM - Insect Spray MILLER'S ACE HARDWARE	BLDG MAINT SUP/MAT	\$19.38
	Parks Fire Extinguisher Placards LOWES #01540*	BLDG MAINT SUP/MAT	\$13.96
	Parks F.O. Park - RR Repairs MILLER'S ACE HARDWAR	BLDG MAINT SUP/MAT	\$12.51
	Parks Village - Sink Strainers MILLER'S ACE HARDW	BLDG MAINT SUP/MAT	\$29.05
	Parks Bannister - RR Lights LOWES #01540*	ELECT MAINT SUP	\$55.45
	Parks Maint. Shop - Lights LOWES #01540*	ELECT MAINT SUP	\$107.73
	Parks Maint. Shop - Lighting Repair - Elect Supply	ELECT MAINT SUP	\$173.29
	Parks Maint. Shop - Lighting Repair - Elect Supply	ELECT MAINT SUP	\$86.87
	Parks Ballfield Chalk THE HOME DEPOT #0650	LAND IMP MAINT SUP	\$420.01
	Parks Miller - BBQ Signage - Hardware LOWES #0154	LAND IMP MAINT SUP	\$188.42
	Parks Miller - BBQ Signage - Hardware LOWES #0154	LAND IMP MAINT SUP	\$147.94
	Parks Miller - BBQ Signage - Supplies MILLER'S AC	LAND IMP MAINT SUP	\$15.51
	Parks Valve Box Keys LOWES #01540*	LAND IMP MAINT SUP	\$90.22
	Parks Phoenix RR Toilet Seat Replacement LOWES #0	PLUMBING MAINT SUP	\$31.23
	Parks Restroom Repairs - Diaphragm Cover FERGUSON	PLUMBING MAINT SUP	\$42.96
	Parks Village - Plumbing Repair LOWES #01540*	PLUMBING MAINT SUP	\$23.68
	Parks Fleet 1002 - Smog Check MAKs SMOG	AUTO MAINT SVC	\$62.39
	Parks Fleet 1003 - Smog Check MAKs SMOG	AUTO MAINT SVC	\$62.39
	Parks Fleet - Headlight Bulbs O'REILLY 2799	AUTO MAINT SUP	\$56.40
	Parks Fleet 1002 - Replacement Door Hinge AMAZON M	AUTO MAINT SUP	\$21.50

**VENDOR ACTIVITY REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

*December*  
*Period 6*

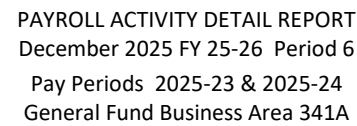
	Parks Staff - Tool Set LOWES #01540*	EXPEND TOOLS	\$371.58
	Parks Door Panic Hardware Keys AMAZON MKTPL*N475B	EXPEND TOOLS	\$30.14
	Parks Staff Gloves and Flashlights WALKERS OFFICE	EXPEND TOOLS	\$552.88
	Parks String Line for Softball Prep MILLER'S ACE H	EXPEND TOOLS	\$23.68
	Parks Fuel - Gasoline 76 - JOE'S MARKET	FUEL/LUBRICANTS	\$42.49
	A&E Usher Vests IN *MONSTER DESIGN CO.	CLOTH/PERSONAL SUP	\$334.06
	Parks R.Zurlo - Work Boots GOVX	CLOTH/PERSONAL SUP	\$232.06
	Parks PPE - Eye Protection and Rain Gear ULINE *S	CLOTH/PERSONAL SUP	\$272.68
	Parks Vacuum - Janitorial Staff Equipment SQ *VACU	CUSTODIAL SUP	\$1,184.17
	Parks CH Aud Kitchen - Sanitizer Chemicals CMA OF	CUSTODIAL SUP	\$498.26
<u>US BANK NATIONAL ASSOCIATION</u>	Parks Ops - Janitorial Supplies COSTCO WHSE #0771	CUSTODIAL SUP	\$52.78
	Parks Ops - Janitorial Supplies WALKERS OFFICE SUP	CUSTODIAL SUP	\$464.55
	Parks Ops - Janitorial Supplies WALKERS OFFICE SUP	CUSTODIAL SUP	\$381.98
	Parks Ops - Janitorial Supplies WALKERS OFFICE SUP	CUSTODIAL SUP	\$76.01
	Admin Quiches for Paula Retirement SAFEWAY #1846	FOOD/CATERING SUP	\$32.97
	Admin Quiches, Fruit, OJ, Apple Juice for Paula R	FOOD/CATERING SUP	\$57.80
	Rec 9646.715 Tree Lighting - Candy Canes TARGET	FOOD/CATERING SUP	\$31.50
	REC 9646.11 Cooking project supplies for The Nest	FOOD/CATERING SUP	\$16.72
	REC 9646.12 Cooking project supplies for preschool	FOOD/CATERING SUP	\$19.29
	Rec 9646.733 supplies for sweets & treats DOLLAR T	FOOD/CATERING SUP	\$12.69
	Rec 9646.733 supplies for sweets & treats WM SUPER	FOOD/CATERING SUP	\$17.66
	REC 9646.3-580.26 FOYAB Popcorn for Wicked Movie E	FOOD/CATERING SUP	\$32.30
	Admin HR Software - November BAMBOOHR HRIS	OTHER PROF SVC	\$844.41
	Admin 9646.MARKETING Issuu Yearly Subscription ISS	DATA PROCESSING SVC	\$650.53
	REC 9646 Monthly District Spotify Subscription SPO	DATA PROCESSING SVC	\$11.99
	Admin monthly resourcde subscription Acct Sup OPE	DATA PROCESSING SUP	\$20.00
	Admin Cellphone Case- Host Phone AMAZON MKTPL*NU0	DATA PROCESSING SUP	\$9.69
	Admin Scheduling Software- Monthly WHEN I WORK,	DATA PROCESSING SUP	\$39.79
	Admin Module for Clubhouse Network WWW.UI.COM	DATA PROCESSING SUP	\$22.70
	Rec 9646.715 Tree Lighting - Snow & Elsa Deposit W	RECREATIONAL SVC	\$1,390.00
	A&E 400 Grand Opening - Sac Made Pop Up Expenses	RECREATIONAL SVC	\$1,500.00
	A&E Amazon Return - Bucket AMAZON.COM	RECREATIONAL SVC	-\$49.45
	Rec 9646.724 Santa Stops - Converter for Lights AM	RECREATIONAL SUP	\$24.77
	Rec 9646.754 Grinchy Grinchmas - Backdrop AMAZON M	RECREATIONAL SUP	\$49.44
	Rec 9646.715 Tree Lighting - Flashers for Barricad	RECREATIONAL SUP	\$56.00
	Rec 9646.716 Xmas in FO Misc. Expenses - Festival	RECREATIONAL SUP	\$91.56
	Rec 9646.754 Grinchy Grinchmas - Grinch Tree JUSTB	RECREATIONAL SUP	\$52.20
	Rec 9646.716 Xmas in FO Misc. Expenses - Festival	RECREATIONAL SUP	\$9.69
	Rec 8700.1 Temporary Food Facility Permit for Blac	RECREATIONAL SUP	\$115.59
	REC 9646.142 NFL Flag awards SP BOWNET PROMOTIONS	RECREATIONAL SUP	\$336.75

	REC 9646.12 Hand sanitizer for preschool AMAZON.CO	RECREATIONAL SUP	\$16.88
	REC 9646.12 Project supplies for preschool AMAZON.	RECREATIONAL SUP	\$29.93
	REC 9646.12 School scarecrow supplies for preschoo	RECREATIONAL SUP	\$7.54
	REC 9646.12 School scarecrow supplies for preschoo	RECREATIONAL SUP	\$19.46
	REC 9646.12 Craft supplies for preschool AMAZON MK	RECREATIONAL SUP	\$37.34
	REC 9646.12 Halloween decorations for preschool pa	RECREATIONAL SUP	\$25.42
	REC 9646.12 Dramatic play supplies for preschool D	RECREATIONAL SUP	\$16.00
	REC 9646.12 Classroom party decorations and projec	RECREATIONAL SUP	\$68.93
	REC 9646.12 Hand soap refill for preschool AMAZON.	RECREATIONAL SUP	\$44.32
	A&E Cabaert tables, production tables, shop vac,	RECREATIONAL SUP	\$2,434.14
	A&E Consessions water and soda SMART AND FINAL 70	RECREATIONAL SUP	\$56.80
<u>US BANK NATIONAL ASSOCIATION</u>	A&E Audio cables and mic batteries AMAZON MKTPL*N	RECREATIONAL SUP	\$69.67
	A&E Comedy clock and magnets AMAZON MKTPL*B82OK8	RECREATIONAL SUP	\$32.61
	A&E Power and tools AMAZON MKTPL*B09O10J70	RECREATIONAL SUP	\$185.85
	A&E Stage Pin to Edison adapters VINCENT LIGHTING	RECREATIONAL SUP	\$177.20
	A&E Hangers for Usher Vests AMAZON MKTPL*N46BU81L	RECREATIONAL SUP	\$21.54
	A&E 8540.1-7750 Aerial Workshop - Crash Mats AMER	RECREATIONAL SUP	\$1,640.00
	A&E 8540.1-7751 Aerial Workshop - Span Sets AERIAL	RECREATIONAL SUP	\$232.50
	A&E 8700 Concessions Supplies SMART AND FINAL 703	RECREATIONAL SUP	\$133.10
	A&E Blankets for FOPAC AMAZON MKTPL*B84TM5570	RECREATIONAL SUP	\$81.88
	A&E 2670 BlueRay Player AMAZON.COM*B89855AR2	RECREATIONAL SUP	\$94.81
	REC 9646.12 Prescchool Fundraiser - Magnet Wall SP	RECREATIONAL SUP	\$1,884.00
	REC 9646 Scarecrow Contest Prizes TARGET 00	RECREATIONAL SUP	\$77.93
	Parks Holiday Tree - Tree Topper Replacement SQ *S	OTHER OP EXP SUP	\$498.30
	Admin LiveScan THE UPS STORE 2503	OTHER OP EXP SVC	\$28.00
	Parks Wood Chipper Registration (CC surcharge) FD	OTHER OP EXP SVC	\$0.68
	Parks Wood Chipper Registration FD *CA DMV 655	OTHER OP EXP SVC	\$32.00
	TOTAL		\$23,478.66
<u>US TELEPACIFIC CORP</u>	Admin Office Internet, Teams Phones, Licenes Dec	TELEPHONE SVC	\$1,609.44
	TOTAL		\$1,609.44
<u>VIRTUAL BOX OFFICE</u>	A&E VBO Ticket Fees Svcs, per-sale September	DATA PROCESSING SVC	\$882.00
	TOTAL		\$882.00
<u>WOMENS THEATRE COLLECTIVE</u>	A&E Beetlejuice the Musical Jr Svcs 10/17-10/26	RECREATIONAL SVC	\$6,118.50
	TOTAL		\$6,118.50

<u>TOTAL</u>	\$424,942.08
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VENDOR	EXPENSE DESCRIPTION	ACCOUNT DESCRIPTION	AMOUNT
<u>ARC DOCUMENT SOLUTIONS LLC</u>	VPPR Plans for County September	STRUCTURES	\$291.70
	VPPR Plans for County September	STRUCTURES	\$483.91
	VPPR Plans September	STRUCTURES	\$1,023.84
	VPPR Plans for County October	STRUCTURES	\$578.08
		TOTAL	\$2,377.53
<u>INNOVATIVE CONSTRUCTION SERVICES IN</u>	VPPR proj mgmt services rendered November	STRUCTURES	\$6,163.75
	VMAR proj mgmt services rendered November	STRUCTURES	\$3,086.25
	CCR proj mgmt services rendered November	STRUCTURES	\$325.00
	CCT proj mgmt services rendered November	STRUCTURES	\$350.00
		TOTAL	\$9,925.00
<u>KMM SERVICES INC</u>	CCR #04 Tech/Fire Safety & Sec Consul October	STRUCTURES	\$1,005.00
	CCR #05 Tech/Fire Safety & Sec Consul October	STRUCTURES	\$1,460.00
	CCR #05 Tech/Fire Safety & Sec Consul November	STRUCTURES	\$145.00
		TOTAL	\$2,610.00
<u>MUSSON THEATRICAL INC</u>	VMAR VP prod lighting & draperies thru 9/30	STRUCTURES	\$24,164.00
	VMAR Village Park Prolighting & Draperies November	STRUCTURES	\$79,229.50
		TOTAL	\$103,393.50
<u>US BANK NATIONAL ASSOCIATION</u>	VPPR ARC ACCOUNTING	STRUCTURES	\$595.42
		TOTAL	\$595.42
<u>WENELL MATTHEIS BOWE INC</u>	VMAR Bidding assistance 10/21-11/20	STRUCTURES	\$1,000.00
	VMAR Const support 10/21-11/20	STRUCTURES	\$1,000.00
	VMAR SC #02 Acoustical CD's thru CA 10/21-11/20	STRUCTURES	\$75.00
	VMAR SC #10 Box Off upgrade 10/21-11/20	STRUCTURES	\$35.00
	VMAR SC #13 Seating rplcmt design study 10/21-11/2	STRUCTURES	\$1,590.00
		TOTAL	\$3,700.00
<u>TOTAL</u>			<u>\$122,601.45</u>



[illegible]



PAYROLL ACTIVITY DETAIL REPORT  
December 2025 FY 25-26 Period 6  
Pay Periods 2025-23 & 2025-24  
General Fund Business Area 341A

Dept	ID	Position	10111000 Regular Pay Hourly 7201	10111000 Regular Pay Salaried 7221	101121000 Extra Help Pay 7237	10112400 Committee Members 7204	10111000 Flat Amount 7202	10115200- 7210 SPDT Term Vacation	10115200- 7216 SPDT Term Sick Leave	10114300 Allowances 2146	10114300 Allowances 2162	10111000 Group Insurance Subsidy 7213	Grand Total
PARKS	3003205	Parks Maintenance Worker	5,023	-	-	-	-	-	-	-	-	-	5,023
PARKS	3006073	Parks Maintenance Worker	4,339	-	-	-	-	-	-	-	-	-	4,339
PARKS	3005983	Parks Maintenance Worker	4,339	-	-	-	-	-	-	-	-	-	4,339
PARKS	3004820	Park Aide - Reg PT	-	-	2,558	-	-	-	-	-	-	-	2,558
PARKS	3004841	Park Aide - Reg PT	-	-	2,328	-	-	-	-	-	-	-	2,328
PARKS	3006072	Park Aide	-	-	1,741	-	-	-	-	-	-	-	1,741
PARKS	3005522	Park Aide	-	-	198	-	-	-	-	-	-	-	198
PARKS	3006093	Park Aide	-	-	99	-	-	-	-	-	-	-	99
PARKS	3006101	Park Aide	-	-	-	-	-	-	-	-	-	-	-
PARKS	3005693	Park Aide	-	-	132	-	-	-	-	-	-	-	132
<b>PARKS Total</b>			<b>24,830</b>	<b>14,840</b>	<b>7,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>46,727</b>
REC	3000263	Recreation Manager	-	9,788	-	-	-	-	-	-	40	-	9,828
REC	3000271	Recreation Supervisor	-	8,361	-	-	-	-	-	-	-	-	8,361
REC	3004234	Recreation Supervisor	-	6,551	-	-	-	-	-	-	40	-	6,591
REC	3000740	Recreation Supervisor	-	6,551	-	-	-	-	-	-	-	500	7,051
REC	3001065	Preschool Teacher	4,759	-	-	-	-	-	-	-	-	-	4,759
REC	3005308	Senior Recreation Leader - Reg PT	-	-	1,468	-	-	-	-	-	-	-	1,468
REC	3006092	Senior Recreation Leader - Reg PT	-	-	408	-	-	-	-	-	-	-	408
REC	3005901	Senior Recreation Leader	-	-	1,751	-	-	-	-	-	-	-	1,751
REC	3005907	Senior Recreation Leader	-	-	937	-	-	-	-	-	-	-	937
REC	3005265	Recreation Leader I	-	-	297	-	-	-	-	-	-	-	297
REC	3005604	Recreation Leader I	-	-	165	-	-	-	-	-	-	-	165
REC	3006074	Recreation Leader I	-	-	330	-	-	-	-	-	-	-	330
<b>REC Total</b>			<b>4,759</b>	<b>31,250</b>	<b>6,132</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80</b>	<b>500</b>	<b>40,217</b>
<b>Grand Total</b>			<b>36,729</b>	<b>93,074</b>	<b>23,038</b>	<b>500</b>	<b>239</b>	<b>4,791</b>	<b>217</b>	<b>400</b>	<b>420</b>	<b>500</b>	<b>159,907</b>





**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
December 2025 - Period 6

General Fund  
Business Area 341A

**December 2025 - Overtime 1.5 Time - PAID**

TOTAL OVERTIME PAID FOR November 16th 2025 THRU December 15th 2025: **\$0.00**



**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
December 2025 - Period 6

General Fund  
Business Area 341A

**December 2025 - Overtime Straight Time - PAID**

TOTAL STRAIGHT TIME PAID FOR November 16th 2025 THRU December 15th 2025: **\$0.00**



**PAYROLL REPORT**  
(OVERTIME / CTO / STRAIGHT TIME DETAIL)  
December 2025 - Period 6

General Fund  
Business Area 341A

**December 2025 - Overtime Breakdown - CTO**

**\$0.00**



## LEAVE LIABILITY - December 2025

### Vacation

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 43.75	38.00	10.00	32	16.00	16.00	\$ 700.00
Accounting Assistant	\$ 23.10	30.05	3.67	10	23.72	23.72	\$ 547.93
Admin Assistant II	\$ 23.45	0.00	7.33	0	7.33	7.33	\$ 171.89
Admin Assistant II	\$ 28.51	130.24	13.33	9.12	134.45	134.45	\$ 3,833.17
Administrative Services Manager	\$ 51.34	216.00	13.33	0	229.33	229.33	\$ 11,773.80
Arts & Entertainment Associate	\$ 24.26	23.36	3.67	0	27.03	27.03	\$ 655.75
Arts & Entertainment Manager	\$ 48.89	137.91	7.33	0	145.24	145.24	\$ 7,100.78
District Administrator	\$ 89.28	170.20	13.33	40	143.53	143.53	\$ 12,814.36
Marketing Coordinator	\$ 23.34	0.00	0.00	0	0.00	0.00	\$ -
Park Aide	\$ 18.48	3.67	3.67	0	7.34	7.34	\$ 135.64
Park Aide	\$ 19.41	35.42	3.67	0	39.09	39.09	\$ 758.74
Parks and Facilities Manager	\$ 51.34	213.28	13.33	0	226.61	226.61	\$ 11,634.16
Parks Maintenance Worker	\$ 29.90	79.19	7.33	24	62.52	62.52	\$ 1,869.35
Parks Maintenance Worker	\$ 29.90	92.00	10.00	0	102.00	102.00	\$ 3,049.80
Parks Maintenance Worker	\$ 25.83	7.33	7.33	0.00	14.66	14.66	\$ 378.67
Parks Maintenance Worker	\$ 36.34	108.45	13.33	9	112.78	112.78	\$ 4,098.43
Parks Maintenance Worker	\$ 25.83	0.15	7.33	7	0.48	0.48	\$ 12.40
Parks Supervisor	\$ 33.84	215.47	10.00	0.86	224.61	224.61	\$ 7,600.80
Preschool Teacher	\$ 28.33	155.97	13.33	24	145.30	145.30	\$ 4,116.35
Recreation Manager	\$ 53.91	199.97	13.33	0	213.30	213.30	\$ 11,498.36
Recreation Supervisor	\$ 48.24	223.33	13.33	16	220.66	220.66	\$ 10,643.98
Recreation Supervisor	\$ 39.68	132.55	7.33	24	115.88	115.88	\$ 4,598.06
Recreation Supervisor	\$ 37.79	187.01	13.33	32	168.34	168.34	\$ 6,361.57
Senior Rec Leader-Events	\$ 20.95	30.39	3.67	0	34.06	34.06	\$ 713.56
Senior Rec Leader-Sports/Facilities	\$ 19.01	0.00	3.67	0	3.67	3.67	\$ 69.77
Tech and Facility Supervisor	\$ 37.79	51.31	7.33	0	58.64	58.64	\$ 2,216.01
TOTALS							\$ 105,067.54
*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 07-01-2024 for guidelines regarding Leave Liability.							



LEAVE LIABILITY - December 2025

Sick

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Adjustments	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 43.75	8.00	8	13.00	0	3.00	3.00	\$ 65.63
Accounting Assistant	\$ 23.10	14.00	6	6.00	0	14.00	14.00	\$ 161.70
Admin Assistant II	\$ 23.45	0.00	8	0.00	0	8.00	8.00	\$ 93.80
Admin Assistant II	\$ 28.51	350.50	8	8.00	0	350.50	320.00	\$ 4,561.60
Administrative Services Manager	\$ 51.34	399.84	8	0.00	0	407.84	320.00	\$ 8,214.40
Arts & Entertainment Associate	\$ 24.26	36.00	6	0.00	0	42.00	42.00	\$ 509.46
Arts & Entertainment Manager	\$ 48.89	110.00	8	0.00	0	118.00	118.00	\$ 2,884.51
District Administrator	\$ 89.28	558.00	8	0.00	0	566.00	320.00	\$ 14,284.80
Marketing Coordinator	\$ 23.34	0.00	0	0.00	0	0.00	0.00	\$ -
Park Aide	\$ 18.48	6.00	6	0.00	0	12.00	12.00	\$ 110.88
Park Aide	\$ 19.41	114.00	6	0.00	0	120.00	120.00	\$ 1,164.60
Parks and Facilities Manager	\$ 51.34	381.00	8	6.00	0	383.00	320.00	\$ 8,214.40
Parks Maintenance Worker	\$ 29.90	71.00	8	7.50	0	71.50	71.50	\$ 1,068.93
Parks Maintenance Worker	\$ 29.90	28.42	8	0.00	0	36.42	36.42	\$ 544.48
Parks Maintenance Worker	\$ 25.83	3.00	8	26.50	0	-15.50	-15.50	\$ (200.18)
Parks Maintenance Worker	\$ 36.34	8.00	8	16.00	0	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 25.83	2.50	8	10.00	0	0.50	0.50	\$ 6.46
Parks Supervisor	\$ 33.84	235.00	8	0.00	0	243.00	320.00	\$ 5,414.40
Preschool Teacher	\$ 28.33	84.05	8	15.50	0	76.55	76.55	\$ 1,084.33
Recreation Manager	\$ 53.91	850.75	8	0.00	0	858.75	320.00	\$ 8,625.12
Recreation Supervisor	\$ 48.24	672.46	8	4.00	0	676.46	320.00	\$ 7,717.92
Recreation Supervisor	\$ 39.68	218.50	8	8.00	0	218.50	218.50	\$ 4,334.99
Recreation Supervisor	\$ 37.79	249.50	8	0.00	0	257.50	257.50	\$ 4,865.46
Senior Rec Leader-Events	\$ 20.95	82.00	6	8.00	0	80.00	80.00	\$ 838.00
Senior Rec Leader-Sports/Facilities	\$ 19.01	0.00	6	0.00	0.00	6.00	6.00	\$ 57.03
Tech and Facility Supervisor	\$ 37.79	56.00	8	0.00	0	64.00	64.00	\$ 1,209.28
<b>TOTALS</b>								<b>\$ 75,831.98</b>

Note: Regarding Sick-Leave hours, a Regular Full-Time employee June choose the Sick Leave payout option and utilize a maximum of 320 hours (as identified within the table above) which will be compensated at 50% of the employees current hourly rate of pay. However, upon retirement from the District, a Regular Full-Time employee December choose to utilize their accrued Sick Leave toward CalPERS service credit with no maximum limit. Employees whose Sick Leave hours exceed 320 hours are noted but the hours in excess of 320 not calculated as a liability in the table above. A Regular Part-Time employee will be compensated for a maximum of 160 hours of sick leave at 50% of the employees rate of pay upon termination.



## LEAVE LIABILITY - December 2025

### Management Leave

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 43.75	9.52	5.34	0.00	14.86	14.86	\$ 650.13
Accounting Assistant	\$ 23.10	0.00	0.00	0.00	0.00	0.00	\$ -
Admin Assistant II	\$ 23.45	0.00	0.00	0.00	0.00	0.00	\$ -
Admin Assistant II	\$ 28.51	0.00	0.00	0.00	0.00	0.00	\$ -
Administrative Services Manager	\$ 51.34	64.10	0.00	0.00	64.10	64.10	\$ 3,290.89
Arts & Entertainment Associate	\$ 24.26	50.18	5.34	0.00	55.52	55.52	\$ 1,346.92
Arts & Entertainment Manager	\$ 48.89	0.00	0.00	0.00	0.00	0.00	\$ -
District Administrator	\$ 89.28	4.75	6.67	0.00	11.42	11.42	\$ 1,019.58
Marketing Coordinator	\$ 23.34	0.00	0.00	0.00	0.00	0.00	\$ -
Park Aide	\$ 18.48	0.00	0.00	0.00	0.00	12.00	\$ 110.88
Park Aide	\$ 19.41	0.00	0.00	0.00	0.00	0.00	\$ -
Parks and Facilities Manager	\$ 51.34	3.40	5.34	0.00	8.74	8.74	\$ 448.71
Parks Maintenance Worker	\$ 29.90	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 29.90	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 25.83	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 36.34	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 25.83	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Supervisor	\$ 33.84	21.36	5.34	0.00	26.70	26.70	\$ 903.53
Preschool Teacher	\$ 28.33	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Manager	\$ 53.91	53.44	5.34	8.00	50.78	50.78	\$ 1,718.40
Recreation Supervisor	\$ 48.24	57.28	5.34	8.00	54.62	54.62	\$ 1,547.38
Recreation Supervisor	\$ 39.68	14.84	5.34	16.00	4.18	4.18	\$ 225.33
Recreation Supervisor	\$ 37.79	7.70	5.34	0.00	13.04	13.04	\$ 629.01
Senior Rec Leader-Events	\$ 20.95	0.00	0.00	0.00	0.00	0.00	\$ -
Senior Rec Leader-Sports/Facilitie	\$ 19.01	0.00	0.00	0.00	0.00	0.00	\$ -
Tech and Facility Supervisor	\$ 37.79	33.38	5.34	0.00	38.72	38.72	\$ 736.07
TOTALS							12626.82
*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 07-01-2024 for guidelines regarding Leave Liability.							



## LEAVE LIABILITY - December 2025

### Compensated Time Off (CTO)

Name	Hourly Rate	Beginning Balance	Hours Accrued	Hours Used	Ending Balance	Leave Liability Hours	Dollars
Accountant	\$ 43.75	0.00	0.00	0.00	0.00	0.00	\$ -
Accounting Assistant	\$ 23.10	0.00	0.00	0.00	0.00	0.00	\$ -
Admin Assistant II	\$ 23.45	0.00	0.00	0.00	0.00	0.00	\$ -
Admin Assistant II	\$ 28.51	14.88	0.00	14.88	0.00	0.00	\$ -
Administrative Services Manager	\$ 51.34	0.00	0.00	0.00	0.00	0.00	\$ -
Arts & Entertainment Associate	\$ 24.26	0.00	0.00	0.00	0.00	0.00	\$ -
Arts & Entertainment Manager	\$ 48.89	0.00	0.00	0.00	0.00	0.00	\$ -
District Administrator	\$ 89.28	0.00	0.00	0.00	0.00	0.00	\$ -
Marketing Coordinator	\$ 23.34	0.00	0.00	0.00	0.00	0.00	\$ -
Park Aide	\$ 18.48	0.00	0	0.00	0.00	0.00	\$ -
Park Aide	\$ 19.41	0.00	0.00	0.00	0.00	0.00	\$ -
Parks and Facilities Manager	\$ 51.34	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 29.90	7.14	0.00	7.00	0.14	0.14	\$ 4.19
Parks Maintenance Worker	\$ 29.90	11.52	0.00	0.00	11.52	11.52	\$ 344.45
Parks Maintenance Worker	\$ 25.83	0.00	0.00	0.00	0.00	0.00	\$ -
Parks Maintenance Worker	\$ 36.34	8.25	0.00	0.00	8.25	8.25	\$ 299.81
Parks Maintenance Worker	\$ 25.83	0.38	0.00	0.00	0.38	0.38	\$ 9.82
Parks Supervisor	\$ 33.84	23.14	0.00	15.14	8.00	8.00	\$ 270.72
Preschool Teacher	\$ 28.33	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Manager	\$ 53.91	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 48.24	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 39.68	0.00	0.00	0.00	0.00	0.00	\$ -
Recreation Supervisor	\$ 37.79	0.00	0.00	0.00	0.00	0.00	\$ -
Senior Rec Leader-Events	\$ 20.95	0.00	0.00	0.00	0.00	0.00	\$ -
Senior Rec Leader-Sports/Facilities	\$ 19.01	0.00	0.00	0.00	0.00	0.00	\$ -
Tech and Facility Supervisor	\$ 37.79	0.00	0.00	0.00	0.00	0.00	\$ -
TOTALS							\$ 928.97
*Please reference the FORPD Personnel Policy Manual revised 12-13-2023 & MOU approved 07-01-2024 for guidelines regarding Leave Liability.							





**CONTINGENCY FUND RECONCILIATION 2025-2026**

DECEMBER PERIOD 6

General Fund  
Business Area 341A

**Beginning Balance on December 1, 2025: \$50,000**

**TRANSFERS FOR FY 25/26**

Resolution #	Transfers To	Division	Purpose	Amount
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**Ending Balance December 31, 2025 (period 6): \$50,000**



**FUND BALANCE REPORT**  
**341A FAIR OAKS PARK DISTRICT**

December 2025  
Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$ 680,684.12	\$ 126,479.11	\$ (479,404.03)	\$ 327,759.20
Imprest Cash	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Cash with Fiscal Age	\$ -	\$ -	\$ -	\$ -
Accrued Interest Receivable	\$ -	\$ -	\$ -	\$ -
Due from Other Funds Year End	\$ -	\$ -	\$ -	\$ -
Accounts Receivable Year End	\$ -	\$ -	\$ -	\$ -
Notes & Other Long Receivables	\$ -	\$ -	\$ -	\$ -
Land	\$ 499,633.00	\$ -	\$ -	\$ 499,633.00
Building Structures	\$ 4,335,832.95	\$ -	\$ -	\$ 4,335,832.95
Equipment	\$ 503,537.37	\$ -	\$ -	\$ 503,537.37
AUC	\$ -	\$ -	\$ -	\$ -
<b>Total Assets</b>	<b>\$ 6,020,687.44</b>	<b>\$ 126,479.11</b>	<b>\$ (479,404.03)</b>	<b>\$ 5,667,762.52</b>
Warrants Payable	\$ (84,485.06)	\$ 292,487.31	\$ (242,602.45)	\$ (34,600.20)
Deposit Stale Warrants	\$ (12,798.81)	\$ -	\$ (598.00)	\$ (13,396.81)
Claims Payable	\$ (9,692.65)	\$ 425,543.15	\$ (486,525.51)	\$ (70,675.01)
Due to Others	\$ -	\$ -	\$ -	\$ -
PAYROLL_TAXES_N_BENEFITS	\$ (21,617.49)	\$ 384,078.05	\$ (338,855.41)	\$ 23,605.15
Deposits from Others	\$ (68,597.98)	\$ -	\$ -	\$ (68,597.98)
Deferred Credits	\$ -	\$ -	\$ -	\$ -
Suspense Clearing	\$ -	\$ -	\$ -	\$ -
Payroll Clearing	\$ -	\$ 225,380.95	\$ (225,380.95)	\$ -
Borrowing Limit	\$ 1,988,489.40	\$ -	\$ -	\$ 1,988,489.40
Borrowing Limit Offset	\$ (1,988,489.40)	\$ -	\$ -	\$ (1,988,489.40)
<b>Total Liabilities</b>	<b>\$ (197,191.99)</b>	<b>\$ 1,327,489.46</b>	<b>\$ (1,293,962.32)</b>	<b>\$ (163,664.85)</b>
Total Deferred Inflows	\$ (164.99)	\$ -	\$ -	\$ (164.99)
Reserve Fund Balance	\$ (515,991.40)	\$ -	\$ -	\$ (515,991.40)
Fund Balance	\$ (2,089,662.55)	\$ -	\$ -	\$ (2,089,662.55)
Investments in GFA	\$ (5,339,003.32)	\$ -	\$ -	\$ (5,339,003.32)
Revenues and Other Financing Sources	\$ 278,616.23	\$ -	\$ (105,544.30)	\$ 173,071.93
Expenditures/Expenses	\$ 2,101,210.58	\$ 448,207.00	\$ (23,264.92)	\$ 2,526,152.66
Estimated Revenue	\$ 4,150,293.00	\$ -	\$ -	\$ 4,150,293.00
Appropriations	\$ (4,408,793.00)	\$ -	\$ -	\$ (4,408,793.00)
Start of System Clearing	\$ -	\$ -	\$ -	\$ -
Total Equity and Other Accounts	<b>\$ (5,823,330.46)</b>	<b>\$ 448,207.00</b>	<b>\$ (128,809.22)</b>	<b>\$ (5,503,932.68)</b>
Total Liabilities & Equity + Other Accts	<b>\$ (6,020,687.44)</b>	<b>\$ 1,775,696.46</b>	<b>\$ (1,422,771.54)</b>	<b>\$ (5,667,762.52)</b>



**FUND BALANCE REPORT**  
**341C MEASURE J**

December 2025  
Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$487,312.08	\$0.00	-\$9,925.00	\$477,387.08
Cash with Fiscal Age	\$15,957.43	\$0.00	\$0.00	\$15,957.43
Accrued Interest Receivable	\$6,655.15	\$0.00	\$0.00	\$6,655.15
<b>Total Assets</b>	<b>\$509,924.66</b>	<b>\$0.00</b>	<b>-\$9,925.00</b>	<b>\$499,999.66</b>
Warrants Payable	-\$17,025.34	\$9,925.00	\$0.00	-\$7,100.34
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Liabilities</b>	<b>-\$17,025.34</b>	<b>\$9,925.00</b>	<b>\$0.00</b>	<b>-\$7,100.34</b>
Fund Balance	-\$1,097,930.18	\$0.00	\$0.00	-\$1,097,930.18
Revenues and Other Financing Sources	-\$1,473,192.04	\$0.00	\$0.00	-\$1,473,192.04
Expenditures/Expenses	\$2,078,222.90	\$0.00	\$0.00	\$2,078,222.90
Estimated Revenue	\$4,910,690.00	\$0.00	\$0.00	\$4,910,690.00
Appropriations	-\$4,910,690.00	\$0.00	\$0.00	-\$4,910,690.00
<b>Total Equity and Other Accounts</b>	<b>-\$492,899.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$492,899.32</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$509,924.66</b>	<b>\$9,925.00</b>	<b>\$0.00</b>	<b>-\$499,999.66</b>



**FUND BALANCE REPORT**  
**373A FAIR OAKS ASSESSMENT**

December 2025

Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$185,149.67	\$0.00	\$0.00	\$185,149.67
Accrued Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Assets</b>	<b>\$185,149.67</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$185,149.67</b>
Sales Tax Due	\$0.00	\$0.00	\$0.00	\$0.00
Warrants Payable	\$0.00	\$0.00	\$0.00	\$0.00
Deposit Stale Warrants	-\$190.94	\$0.00	\$0.00	-\$190.94
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Due to Others	\$0.00	\$0.00	\$0.00	\$0.00
Borrowing Limit	\$509,913.48	\$0.00	\$0.00	\$509,913.48
Borrowing Limit Offset	-\$509,913.48	\$0.00	\$0.00	-\$509,913.48
<b>Total Liabilities</b>	<b>-\$190.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$190.94</b>
Fund Balance	-\$59,944.73	\$0.00	\$0.00	-\$59,944.73
Revenues and Other Financing Sources	-\$14.00	\$0.00	\$0.00	-\$14.00
Estimated Revenue	\$647,000.00	\$0.00	\$0.00	\$647,000.00
Appropriations	-\$772,000.00	\$0.00	\$0.00	-\$772,000.00
<b>Total Equity and Other Accounts</b>	<b>-\$184,958.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$184,958.73</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$185,149.67</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$185,149.67</b>



**FUND BALANCE REPORT**  
**343A PHOENIX FIELD LANDSCAPE**

December 2025

Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$47,538.36	\$0.00	\$0.00	\$47,538.36
Accrued Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Assets</b>	<b>\$47,538.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$47,538.36</b>
Warrants Payable	\$0.00	\$0.00	\$0.00	\$0.00
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Due to Others	\$0.00	\$0.00	\$0.00	\$0.00
Borrowing Limit	\$47,695.64	\$0.00	\$0.00	\$47,695.64
Borrowing Limit Offset	-\$47,695.64	\$0.00	\$0.00	-\$47,695.64
<b>Total Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Reserve Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00
Fund Balance	-\$42,534.36	\$0.00	\$0.00	-\$42,534.36
Revenues and Other Financing Sources	-\$4.00	\$0.00	\$0.00	-\$4.00
Estimated Revenue	\$56,614.00	\$0.00	\$0.00	\$56,614.00
Appropriations	-\$61,614.00	\$0.00	\$0.00	-\$61,614.00
<b>Total Equity and Other Accounts</b>	<b>-\$47,538.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$47,538.36</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$47,538.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$47,538.36</b>



**FUND BALANCE REPORT**  
**343B GUM RANCH LANDSCAPE**

December 2025

Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$116,000.27	\$0.00	\$0.00	\$116,000.27
Accrued Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Assets</b>	<b>\$116,000.27</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$116,000.27</b>
Fund Balance	-\$109,991.27	\$0.00	\$0.00	-\$109,991.27
Revenues and Other Financing Sources	-9	0	0	-9
Estimated Revenue	\$115,703.00	\$0.00	\$0.00	\$115,703.00
Appropriations	-\$121,703.00	\$0.00	\$0.00	-\$121,703.00
<b>Total Equity and Other Accounts</b>	<b>-\$116,000.27</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$116,000.27</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$116,000.27</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$116,000.27</b>



**FUND BALANCE REPORT**  
**341I IMPACT FEES**

December 2025

Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$1,880,428.97	\$0.00	\$0.00	\$1,880,428.97
Accrued Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Notes & Other Long Receivables	\$10,782.00	\$0.00	\$0.00	\$10,782.00
<b>Total Assets</b>	<b>\$1,891,210.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,891,210.97</b>
Deposits from Others	-\$1,880,428.97	\$0.00	\$0.00	-\$1,880,428.97
<b>Total Liabilities</b>	<b>-\$1,880,428.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$1,880,428.97</b>
<b>Total Deferred Inflows</b>	<b>-\$10,782.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$10,782.00</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$1,891,210.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$1,891,210.97</b>





**FUND BALANCE REPORT**  
**088I DEDDICATION FEES**

December 2025

Period 6

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
Cash in Treasury	\$448,039.53	\$0.00	\$0.00	\$448,039.53
Accrued Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00
Due from Other Funds Year End	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Assets</b>	<b>\$448,039.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$448,039.53</b>
Deposit Stale Warrants	-\$40.00	\$0.00	\$0.00	-\$40.00
Claims Payable	\$0.00	\$0.00	\$0.00	\$0.00
Deposits from Others	-\$447,999.53	\$0.00	\$0.00	-\$447,999.53
Deferred Credits	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Liabilities</b>	<b>-\$448,039.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$448,039.53</b>
<b>Total Liabilities &amp; Equity + Other Accts</b>	<b>-\$448,039.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$448,039.53</b>



FAIR OAKS PARKS AND RECREATION DISTRICT  
REFUND REPORT

Period 6 - FY 25/26  
December 2025

<u>DATE</u>	<u>PROGRAM</u>	<u>REASON</u>	<u>AMOUNT</u>
<u>12/22/2025</u>	<u>8420 - Other Fees - Indoor</u>	<u>Deposit Refund for Flex Rooms</u>	<u>\$300.00</u>
<u>12/22/2025</u>	<u>9429.1 - Deposits</u>	<u>Rental Refund</u>	<u>\$200.00</u>
<u>12/3/2025</u>	<u>9429.1 - Deposits</u>	<u>Rebate</u>	<u>\$100.00</u>
<u>12/2/2025</u>	<u>9646.6-75700 - Family Classes &amp; Programs - Janelle Ioffe</u>	<u>CANCELLED PURCHASE</u>	<u>\$88.00</u>
<u>12/2/2025</u>	<u>9646.6-75700 - Family Classes &amp; Programs - Janelle Ioffe</u>	<u>CANCELLED PURCHASE</u>	<u>\$88.00</u>
<u>12/16/2025</u>	<u>9646.134 - CFO Winter Break Camp</u>	<u>CANCELLED PURCHASE</u>	<u>\$44.00</u>
<u>12/16/2025</u>	<u>9646.134 - CFO Winter Break Camp</u>	<u>CANCELLED PURCHASE</u>	<u>\$44.00</u>
<u>12/29/2025</u>	<u>9646.6-58557 - Family Classes &amp; Programs - Laura Gamez</u>	<u>CANCELLED PURCHASE</u>	<u>\$31.35</u>
<u>12/11/2025</u>	<u>8500 - Arts &amp; Culture Education</u>	<u>CANCELLED PURCHASE</u>	<u>\$29.00</u>
<u>12/22/2025</u>	<u>9429.2 - Indoor Rentals</u>	<u>Room wasn't setup</u>	<u>\$25.00</u>
<u>12/5/2025</u>	<u>9646.12 - Preschool</u>	<u>CANCELLED PURCHASE</u>	<u>\$12.00</u>

**TOTAL REFUNDS**

**\$961.35**

**FINANCIAL REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

 FY 25/26  
 Period 6 (50% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
10111000 REGULAR EMPLOYEES	\$1,598,768.00	\$782,648.39	\$816,119.61	49%	
10112100 EXTRA HELP	\$352,376.00	\$186,150.16	\$166,225.84	53%	
10112400 COMMITTEE MEMBERS	\$7,000.00	\$2,800.00	\$4,200.00	40%	
10113100 STRAIGHT TIME OT	\$1,000.00	\$0.00	\$1,000.00	0%	
10113200 TIME/ONE HALF OT	\$500.00	\$549.17	-\$49.17	110%	Immaterial overrun amount (\$49.17)
10114100 PREMIUM PAY	\$1,200.00	\$600.00	\$600.00	50%	
10114300 ALLOWANCES	\$20,620.00	\$5,000.00	\$15,620.00	24%	
10115200 TERMINAL PAY	\$0.00	\$7,906.20	-\$7,906.20	0%	
10121000 RETIREMENT - EMPLOYER COST	\$295,384.00	\$207,727.48	\$87,656.52	70%	UAL Paid in Full
10122000 OASDHI - EMPLOYER COST	\$35,622.00	\$24,038.04	\$11,583.96	67%	
10123000 GROUP INS - EMPLOYER COST	\$438,261.00	\$206,903.00	\$231,358.00	47%	
10124000 WORKER'S COMP - ALLOCATED COST PACKAGE	\$42,655.00	\$39,174.25	\$3,480.75	92%	1st half paid
10125000 SUI - ALLOCATED COST PACKAGE	\$9,029.00	\$1,601.19	\$7,427.81	18%	
10128000 HEALTH CARE - RETIREES	\$111,243.00	\$35,308.57	\$75,934.43	32%	
<b>10 - SALARIES AND EMPLOYEE BENEFITS</b>	<b>\$2,913,658.00</b>	<b>\$1,500,406.45</b>	<b>\$1,413,251.55</b>	<b>51%</b>	
20200500 ADVERTISING	\$76,565.00	\$45,836.45	\$30,728.55	60%	
20201500 BLUE PRINT SVC	\$50.00	\$0.00	\$50.00	0%	
20202400 PERIODICAL/SUBSCRIPTIONS	\$50.00	\$0.00	\$50.00	0%	
20202900 BUS/CONFERENCE EXP	\$12,500.00	\$3,068.22	\$9,431.78	25%	
20203500 ED/TRAINING SVC	\$8,550.00	\$1,059.72	\$7,490.28	12%	
20203600 ED/TRAINING SUP	\$1,050.00	\$0.00	\$1,050.00	0%	
20203800 EMPLOYEE RECOGNITION	\$2,200.00	\$731.32	\$1,468.68	33%	
20203900 EMPLOYEE TRANSPORTATION	\$350.00	\$20.00	\$330.00	6%	
20205100 INS LIABILITY	\$154,370.00	\$153,070.00	\$1,300.00	99%	Paid in full
20206100 MEMBERSHIP DUES	\$8,090.00	\$3,823.00	\$4,267.00	47%	
20207600 OFFICE SUPPLIES	\$6,160.00	\$2,669.68	\$3,490.32	43%	
					Expenses categorized incorrectly and reimbursement to the Foundation for last fiscal year was included in this fiscal year - will adjust at mid-year.
20208100 POSTAL SVC	\$6,850.00	\$6,253.19	\$596.81	91%	
20208500 PRINTING SVC	\$48,150.00	\$15,359.00	\$32,791.00	32%	
20210300 AGRI/HORT SVC	\$417,993.00	\$188,417.10	\$229,575.90	45%	

341A -FY25/26

Period 6

**FINANCIAL REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

 FY 25/26  
 Period 6 (50% of FY)

20210400 AGRI/HORT SUP	\$20,400.00	\$5,688.00	\$14,712.00	28%	
20211100 BLDG MAINT SVC	\$5,000.00	\$601.85	\$4,398.15	12%	
20211200 BLDG MAINT SUP/MAT	\$9,000.00	\$2,291.33	\$6,708.67	25%	
20213100 ELECT MAINT SVC	\$1,500.00	\$0.00	\$1,500.00	0%	
20213200 ELECT MAINT SUP	\$6,000.00	\$866.31	\$5,133.69	14%	
20214200 LAND IMP MAINT SUP	\$17,400.00	\$8,212.93	\$9,187.07	47%	
20215100 MECH SYS MAINT SVC	\$7,900.00	\$999.40	\$6,900.60	13%	
20216200 PAINTING SUP	\$4,150.00	-\$282.76	\$4,432.76	-7%	
20216700 PLUMBING MAINT SVC	\$8,000.00	\$5,231.08	\$2,768.92	65%	
20216800 PLUMBING MAINT SUP	\$22,250.00	\$5,956.85	\$16,293.15	27%	
20218500 PERMIT CHARGES	\$5,120.00	\$2,771.18	\$2,348.82	54%	
20219100 ELECTRICITY	\$62,000.00	\$50,772.31	\$11,227.69	82%	
20219200 NAT GAS/LPG/FUEL OIL	\$10,175.00	\$764.60	\$9,410.40	8%	
20219300 REF COLL/DISP SVC	\$23,600.00	\$10,263.33	\$13,336.67	43%	
20219500 SEWAGE DISP SVC	\$26,890.00	\$11,231.50	\$15,658.50	42%	
20219700 TELEPHONE SVC	\$25,660.00	\$15,498.45	\$10,161.55	60%	
20219800 WATER	\$115,750.00	\$59,758.62	\$55,991.38	52%	
20220500 AUTO MAINT SVC	\$16,000.00	\$3,712.03	\$12,287.97	23%	
20220600 AUTO MAINT SUP	\$6,000.00	\$2,526.93	\$3,473.07	42%	
20222600 EXPEND TOOLS	\$6,000.00	\$1,794.43	\$4,205.57	30%	
20222700 CELLPHONE/PAGER	\$10,000.00	\$6,271.46	\$3,728.54	63%	
20223600 FUEL/LUBRICANTS	\$28,000.00	\$9,156.02	\$18,843.98	33%	
20226100 OFFICE EQ MAINT SVC	\$1,500.00	\$1,523.76	-\$23.76	102%	Printing costs for grand opening; budget will be adjusted at mid-year.
20227500 RENT/LEASE EQ	\$62,475.00	\$40,583.93	\$21,891.07	65%	Budget to be adjusted at mid-year; this includes the holiday lights which was originally budgeted in the capital budget.
20229100 OTHER EQ MAINT SVC	\$2,500.00	\$0.00	\$2,500.00	0%	
20229200 OTHER EQ MAINT SUP	\$2,500.00	\$32.59	\$2,467.41	1%	
20231400 CLOTH/PERSONAL SUP	\$25,258.00	\$11,482.69	\$13,775.31	45%	
20232100 CUSTODIAL SVC	\$7,500.00	\$636.25	\$6,863.75	8%	
20232200 CUSTODIAL SUP	\$45,000.00	\$18,530.38	\$26,469.62	41%	

341A -FY25/26

Period 6

**FINANCIAL REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

FY 25/26  
 Period 6 (50% of FY)

20233200 FOOD/CATERING SUP	\$45,750.00	\$10,571.04	\$35,178.96	23%	
20244400 MEDICAL SUP	\$1,700.00	\$0.00	\$1,700.00	0%	
20250200 ACTUARIAL SVC	\$3,000.00	\$2,225.00	\$775.00	74%	
20250500 ACCOUNTING SVC	\$6,900.00	\$6,961.00	-\$61.00	101%	Compass fees paid in full
20250700 ASSESSMENT COLL SVC	\$31,000.00	\$0.00	\$31,000.00	0%	
20252500 ENGINEERING SVC	\$18,000.00	\$18,569.45	-\$569.45	103%	FY 25/26 paid in full
20253100 LEGAL SVC	\$8,000.00	\$24,789.21	-\$16,789.21	310%	Costs from Foundation By-Laws changes
20254300 PARKS/RECREATION SVC	\$10,139.00	\$7,714.04	\$2,424.96	76%	
20257100 SECURITY SVC	\$50,935.00	\$36,892.64	\$14,042.36	72%	
20257200 SHUTTLE BUS	\$11,000.00	\$5,505.02	\$5,494.98	50%	
20259100 OTHER PROF SVC	\$51,540.00	\$3,064.87	\$48,475.13	6%	
20281100 DATA PROCESSING SVC	\$51,811.00	\$20,368.94	\$31,442.06	39%	
20281200 DATA PROCESSING SUP	\$5,250.00	\$6,033.36	-\$783.36	115%	Tech purchases for theater - will adjust budget at mid-year
20281900 REGISTRATION SVC	\$16,000.00	\$9,756.35	\$6,243.65	61%	
20285100 RECREATIONAL SVC	\$496,828.00	\$110,801.17	\$385,551.63	22%	
20285200 RECREATIONAL SUP	\$79,788.00	\$37,862.53	\$41,925.47	47%	
20289800 OTHER OP EXP SUP	\$22,900.00	\$6,348.13	\$16,551.87	28%	
20289900 OTHER OP EXP SVC	\$17,755.00	\$15,320.33	\$2,434.67	86%	Gum Ranch parcel split costs - will be reimbursed.
20291300 AUD/CONTROLLER SVC	\$21,000.00	\$0.00	\$21,000.00	0%	
20295100 PERSONNEL SVCS - ALLOCATED COST PACKAGE	\$0.00	\$437.00	-\$437.00	0%	
<b>20 - SERVICES AND SUPPLIES</b>	<b>\$2,275,752.00</b>	<b>\$1,020,403.21</b>	<b>\$1,254,873.59</b>	<b>45%</b>	
30345000 TAX/LIC/ASSESS	\$4,200.00	\$107.38	\$4,092.62	3%	
<b>30 - OTHER CHARGES</b>	<b>\$4,200.00</b>	<b>\$107.38</b>	<b>\$4,092.62</b>	<b>3%</b>	
43430300 EQUIPMENT SD NON RECON	\$120,500.00	\$5,235.62	\$115,264.38	4%	
<b>43 - EQUIPMENT</b>	<b>\$120,500.00</b>	<b>\$5,235.62</b>	<b>\$115,264.38</b>	<b>4%</b>	
79790100 CONTINGENCY APPR	\$50,000.00	\$0.00	\$50,000.00	0%	
<b>79 - Appropriation for Contingencies</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>0%</b>	
<b>*EXPENDITURE ACCOUNTS*</b>	<b>\$5,364,110.00</b>	<b>\$2,526,152.66</b>	<b>\$2,837,482.14</b>	<b>47%</b>	
59599100 OPERATING TRANS IN	-\$955,317.00	\$0.00	-\$955,317.00	0%	
<b>59 - INTERFUND REIMBRSMNT</b>	<b>-\$955,317.00</b>	<b>\$0.00</b>	<b>-\$955,317.00</b>	<b>0%</b>	

**FINANCIAL REPORT FY 25/26**  
**341A FORPD GENERAL FUND**

 FY 25/26  
 Period 6 (50% of FY)

<b>*REIMBURSEMENT ACCOUNTS*</b>	<b>-\$955,317.00</b>	<b>\$0.00</b>	<b>-\$955,317.00</b>	<b>0%</b>	
91910100 PROP TAX CUR SEC	-\$2,326,426.00	\$0.00	-\$2,326,426.00	0%	
91910200 PROP TAX CUR UNSEC	-\$83,239.00	\$0.00	-\$83,239.00	0%	
91910300 PROP TAX CUR SUP	-\$60,468.00	-\$0.21	-\$60,467.79	0%	
91910400 PROPERTY TAX SECURED DELINQUENT	-\$18,119.00	\$0.00	-\$18,119.00	0%	
91910500 PROPERTY TAX SUPPLEMENTAL DELINQUENT	-\$3,000.00	\$0.00	-\$3,000.00	0%	
91910600 PROPERTY TAX UNITARY	-\$32,425.00	\$0.00	-\$32,425.00	0%	
91913000 PROP TAX PR UNSEC	-\$1,289.00	\$0.00	-\$1,289.00	0%	
91914000 PROP TAX PENALTIES	-\$350.00	\$0.00	-\$350.00	0%	
<b>91 - TAXES</b>	<b>-\$2,525,316.00</b>	<b>-\$0.21</b>	<b>-\$2,525,315.79</b>	<b>0%</b>	
94941000 INTEREST INCOME	-\$47,000.00	-\$179.00	-\$46,821.00	0%	
94942900 BLDG RENTAL OTHER	-\$157,611.00	-\$76,031.20	-\$81,579.80	48%	
94943900 GROUND LEASES-OTHER	-\$65,000.00	\$0.00	-\$65,000.00	0%	
<b>94 - REVENUE FROM USE OF MONEY AND PROP</b>	<b>-\$269,611.00</b>	<b>-\$76,210.20</b>	<b>-\$193,400.80</b>	<b>28%</b>	
95952200 HOME PROP TAX REL	-\$16,500.00	\$0.00	-\$16,500.00	0%	
<b>95 - INTERGOVERNMENTAL REVENUES</b>	<b>-\$16,500.00</b>	<b>\$0.00</b>	<b>-\$16,500.00</b>	<b>0%</b>	
96964600 PROGRAM SVC CHGS	-\$1,223,456.00	-\$149,624.72	-\$1,073,831.28	12%	
<b>96 - CHARGES FOR SERVICES</b>	<b>-\$1,223,456.00</b>	<b>-\$149,624.72</b>	<b>-\$1,073,831.28</b>	<b>12%</b>	
97979000 MISC OTHER	-\$115,410.00	\$398,907.06	-\$514,317.06	-346%	
<b>97 - MISCELLANEOUS REVENUE</b>	<b>-\$115,410.00</b>	<b>\$398,907.06</b>	<b>-\$514,317.06</b>	<b>-346%</b>	Op transfer correction from PY
<b>*REVENUE ACCOUNTS*</b>	<b>-\$4,150,293.00</b>	<b>\$173,071.93</b>	<b>-\$4,323,364.93</b>	<b>-4%</b>	
<b>***TOTAL***</b>	<b>\$258,500.00</b>	<b>\$2,699,224.59</b>	<b>-\$2,441,199.79</b>	<b>1044%</b>	

**FINANCIAL REPORT FY 25/26**  
**341C MEASURE J CONSTRUCTION**

FY 25/26  
 Period 6 (50% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
42420200 STRUCTURES	\$4,910,690.00	\$2,078,222.90	\$2,832,467.10	42%	
<b>42 - Buildings</b>	<b>\$4,910,690.00</b>	<b>\$2,078,222.90</b>	<b>\$2,832,467.10</b>	<b>42%</b>	
<i>*EXPENDITURE ACCOUNTS*</i>	<b>\$4,910,690.00</b>	<b>\$2,078,222.90</b>	<b>\$2,832,467.10</b>	<b>42%</b>	
94941000 INTEREST INCOME	\$0.00	-\$1,073,192.04	\$1,073,192.04	0%	
<b>94 - REVENUE FROM USE OF MONEY AND PROP</b>	<b>\$0.00</b>	<b>-\$1,073,192.04</b>	<b>\$1,073,192.04</b>	<b>0%</b>	
97979000 MISC OTHER	-\$4,910,690.00	-\$400,000.00	-\$4,510,690.00	8%	
<b>97 - MISCELLANEOUS REVENUE</b>	<b>-\$4,910,690.00</b>	<b>-\$400,000.00</b>	<b>-\$4,510,690.00</b>	<b>8%</b>	
<i>*REVENUE ACCOUNTS*</i>	<b>-\$4,910,690.00</b>	<b>-\$1,473,192.04</b>	<b>-\$3,437,497.96</b>	<b>30%</b>	
<b>***TOTAL***</b>	<b>\$0.00</b>	<b>\$605,030.86</b>	<b>-\$605,030.86</b>	<b>0%</b>	





FINANCIAL REPORT FY 25/26  
373A FAIR OAKS ASSESSMENT

FY 25/26  
Period 6 (50% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$772,000.00	\$0.00	\$772,000.00	0%	
50 - INTERFUND CHARGES	\$772,000.00	\$0.00	\$772,000.00	0%	
*EXPENDITURE ACCOUNTS*	\$772,000.00	\$0.00	\$772,000.00	0%	
94941000 INTEREST INCOME	\$0.00	-\$14.00	\$14.00	0%	
94 - REVENUE FROM USE OF MONEY	\$0.00	-\$14.00	\$14.00	0%	
96960300 SPECIAL ASSESMENT	-\$647,000.00	\$0.00	-\$647,000.00	0%	
96 - CHARGES FOR SERVICES	-\$647,000.00	\$0.00	-\$647,000.00	0%	
*REVENUE ACCOUNTS*	-\$647,000.00	-\$14.00	-\$646,986.00	0%	
***TOTAL***	\$125,000.00	-\$14.00	\$125,014.00	0%	

**FINANCIAL REPORT FY 25/26**  
**343A PHOENIX FIELD LANDSCAPE**

FY 25/26  
 Period 6 (50% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$61,614.00	\$0.00	\$61,614.00	0%	
<b>50 - INTERFUND CHARGES</b>	<b>\$61,614.00</b>	<b>\$0.00</b>	<b>\$61,614.00</b>	<b>0%</b>	
<i>*EXPENDITURE ACCOUNTS*</i>	<b>\$61,614.00</b>	<b>\$0.00</b>	<b>\$61,614.00</b>	<b>0%</b>	
94941000 INTEREST INCOME	\$0.00	-\$4.00	\$4.00	0%	
<b>94 - REVENUE FROM USE OF MONEY AND PROP</b>	<b>\$0.00</b>	<b>-\$4.00</b>	<b>\$4.00</b>	<b>0%</b>	
96960300 SPECIAL ASSESMENT	-\$56,614.00	\$0.00	-\$56,614.00	0%	
<b>96 - CHARGES FOR SERVICES</b>	<b>-\$56,614.00</b>	<b>\$0.00</b>	<b>-\$56,614.00</b>	<b>0%</b>	
<b>REVENUE ACCOUNTS</b>	<b>-\$56,614.00</b>	<b>-\$4.00</b>	<b>-\$56,610.00</b>	<b>0%</b>	
<b>Total</b>	<b>\$5,000.00</b>	<b>-\$4.00</b>	<b>\$5,004.00</b>	<b>0%</b>	



FINANCIAL REPORT FY 25/26  
341A FORPD GENERAL FUND

FY 25/26  
Period 6 (50% of FY)

Commitment Item	Budget	Actual-GL	Available	Consumed	Comments
50598000 OPERATING TRANS OUT	\$121,703.00	\$0.00	\$121,703.00	0%	
50 - INTERFUND CHARGES	\$121,703.00	\$0.00	\$121,703.00	0%	
*EXPENDITURE ACCOUNTS*	\$121,703.00	\$0.00	\$121,703.00	0%	
94941000 INTEREST INCOME	\$0.00	-\$9.00	\$9.00	0%	
94 - REVENUE FROM USE OF MONEY AND PROP	\$0.00	-\$9.00	\$9.00	0%	
96960300 SPECIAL ASSESMENT	-\$115,703.00	\$0.00	-\$115,703.00	0%	
96 - CHARGES FOR SERVICES	-\$115,703.00	\$0.00	-\$115,703.00	0%	
REVENUE ACCOUNTS	-\$115,703.00	-\$9.00	-\$115,694.00	0%	
Total	\$6,000.00	-\$9.00	\$6,009.00	0%	

# NON-TAX REVENUE REPORT

Period 6  
50% of FY

Revenue Type	Department	Budget	Actual	%
Program	A&E	\$704,004	\$122,293	17%
Rentals	A&E	\$35,000	\$0	0%
Program	Rec	\$519,452	\$171,346	33%
Rentals	Rec	\$122,611	\$97,374	79%
Misc Other	Admin	\$12,410	\$3,683	30%
Misc Other	Parks	\$78,000	\$0	0%
Misc Other	A&E	\$25,000	\$425	2%
Ground Lease	Admin	\$65,000	\$420	1%
<b>TOTAL</b>		<b>\$1,561,477</b>	<b>\$395,540</b>	<b>25%</b>

FAIR OAKS RECREATION AND PARK DISTRICT  
MEASURE J - COMMITMENT REPORT

FY 25/26  
Period 6

Vendor	Status	Project	Original Amount	Change Orders	Revised Amount	Remaining Contract Balance
BOBO Construction	Active	All Projects	\$ 21,750,000.00	\$ 1,981,377.00	\$ 23,731,377.00	\$ 1,456,554.00
ICS	Active	All Projects	\$ 1,100,000.00	\$ 34,780.00	\$ 1,134,780.00	\$ 19,321.00
Mid Pacific Engineering	Active	Village Park	\$ 9,150.00	\$ 172,711.00	\$ 181,861.00	\$ 12,965.00
AECOM	Active	Village Park	\$ 61,853.00	\$ 27,940.00	\$ 89,793.00	\$ 20,068.80
Entek Consulting Group	Active	Village Park - Clubhouse	\$ 5,115.00	\$ 26,990.00	\$ 32,105.00	\$ 4,430.00
WMB Architects	Active	Village Park - Clubhouse	\$ 180,330.00	\$ 98,836.00	\$ 279,166.00	\$ 4,190.00
KMM Services Inc	Active	Village Park - Clubhouse	\$ 10,650.00	\$ 68,940.00	\$ 79,590.00	\$ 8,481.00
WMB Architects	Active	Village Park-Amphitheatre	\$ 534,780.00	\$ 246,768.00	\$ 781,548.00	\$ 13,744.00
CALA	Active	Village Park Site	\$ 572,385.00	\$ 588,945.00	\$ 1,161,330.00	\$ 57,799.00
Musson Theatrical	Active	Village Park-Amphitheatre	\$ 329,938.00	\$ -	\$ 329,938.00	\$ 28,358.00
<b>Total</b>			<b>\$ 24,554,201.00</b>	<b>\$ 3,247,287.00</b>	<b>\$ 27,801,488.00</b>	<b>\$ 1,625,910.80</b>



# FAIR OAKS RECREATION AND PARK DISTRICT

## ONE THOUSAND FOUR HUNDRED AND FIFTY-FIRST BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for December 17, 2025

The one thousand four hundred and fifty-first meeting of the Fair Oaks Recreation and Park District Board of Directors was held on Wednesday, December 17, 2025, at the Village Hall, 7997 California Avenue, Fair Oaks, CA.

For the Record: Chair Tamagni called the regular meeting to order at 6:00 PM.

Board Members Present: Chair Tamagni, Vice-Chair O'Farrell, Director Irwin, Director Carhart, Director Mounts

Board Members Absent: Director Mounts

Staff Present: District Administrator Mike Aho, Administrative Assistant II Ian Roberts, Administrative Services Manager Jennifer Larkin, Accounting Supervisor Jamie Fawcett, Arts and Entertainment Manager Jennifer Schuler, Parks and Facilities Manager Sean Ventura, Recreation Manager Nick Davison, Recreation Supervisor Sabrina Bernardo

Members of the Public: 3

#### **PRESENTATIONS:**

- *Presentation to Outgoing Board Chair Delinda Tamagni.*

#### **PUBLIC COMMENTS:**

Stephanie Morris, business owner in Fair Oaks, spoke to the Board regarding the dangerousness of the homeless situation in Fair Oaks Park.

Daniel, a Fair Oaks resident and neighbor of Fair Oaks Park, spoke to the Board regarding the dangerousness of the homeless situation in Fair Oaks Park.

#### **DISCUSSION & ACTION #1:** *Approval of Consent Calendar*

A motion to approve the consent calendar was made by Director Carhart and seconded by Director Irwin.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin  
NOES: None  
ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

#### **DISCUSSION & ACTION #2:** *Discussion and Possible Action on Approval of an Agreement with CPS-HR for District Administrator Recruitment.*

A motion to approve the agreement with CPS-HR for the District Administrator executive recruitment was made by Vice-Chair O'Farrell and seconded by Director Carhart.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin  
NOES: None

# FAIR OAKS RECREATION AND PARK DISTRICT

## ONE THOUSAND FOUR HUNDRED AND FIFTY-FIRST BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for December 17, 2025

ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

**DISCUSSION & ACTION #3:** *Discussion and Possible Action on Approval of the Fair Oaks Performing Arts Center – Complimentary Ticket, Discounts, and Group Sales Policy.*

A motion to approve the policy was made by Vice-Chair O'Farrell and seconded by Director Carhart.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin  
NOES: None  
ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

**DISCUSSION & ACTION #4:**

*Discussion and Possible Action on Approval of Religious and Cultural Displays in Parks and Public Spaces Policy.*

A motion to approve the policy was made by Director Carhart and seconded by Vice-Chair O'Farrell.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart  
NOES: Director Irwin  
ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

**DISCUSSION & ACTION #5:**

*Discussion and Possible Action on Approval of a Revised Salary Schedule to Reflect the Minimum Wage Increase as of January 1, 2026.*

A motion approve a revised salary schedule to reflect the minimum wage increase as of January 1, 2026 was made by Director Irwin and seconded by Director Carhart.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin  
NOES: None  
ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

**DISCUSSION & ACTION #6:**

*Discussion and Possible Action Regarding Selection of Board Chair and Vice-Chair for 2026.*

A motion to nominate Director Irwin as Board Chair and Director Mounts as Vice-Chair for 2026 was made by Director Carhart and seconded by Chair Tamagni.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin  
NOES: None

# FAIR OAKS RECREATION AND PARK DISTRICT

## ONE THOUSAND FOUR HUNDRED AND FIFTY-FIRST BOARD OF DIRECTORS' REGULAR MEETING

### Minutes for December 17, 2025

ABSTAIN: None  
ABSENT: Director Mounts  
RECUSE: None

#### **DISCUSSION & ACTION #7:**

*Discussion and Possible Action Regarding the Annual Board of Directors Meeting Calendar and Committee Assignments for 2026.*

A motion to change the February regular meeting to February 10 and the regular October meeting to October 14 and change the Board Committees as follows:

Capital Improvements and Construction Committee: Directors Carhart/O'Farrell

Policy Review Committee: Directors Irwin/Tamagni

Finance and Budget Committee: Directors Mounts/Tamagni

Community Resources Development: Directors Carhart/O'Farrell

Management and Personnel: Directors Irwin/Mounts

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

#### **DISCUSSION & ACTION #8:**

*Adjourn to the Regular Meeting of January 21, 2026 @ 6:00 p.m.*

A motion to adjourn to the regular meeting of January 21, 2026 at 6PM was made by Director Carhart and seconded by Vice-Chair O'Farrell.

AYES: Chair Tamagni, Vice-Chair O'Farrell, Director Carhart, Director Irwin

NOES: None

ABSTAIN: None

ABSENT: Director Mounts

RECUSE: None

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Delinda Tamagni  
Chair, Board of Directors

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Michael J. Aho  
District Administrator





## STAFF REPORT

**Meeting Date:** January 21, 2026  
**To:** Board of Directors  
**From:** Michael J. Aho-District Administrator  
**Subject:** Appointment of Board Members to Fair Oaks Recreation Foundation

### **I. Recommendation:**

Staff recommends that the Board of Directors appoint up to two current elected Board Members to serve on the Fair Oaks Recreation Foundation Board for two-year terms, as authorized by Section 6.01 of the Foundation's Bylaws.

### **II. Background:**

The Fair Oaks Recreation Foundation has adopted amended and restated bylaws to align with its mission and governance structure. These bylaws authorize the District Board to appoint up to two of its members to the Foundation Board. Once the bylaws are approved by the Secretary of State, the Foundation will begin operations under its new structure. Appointing members now ensures readiness for the next phase.

### **III. Problem /Situation/ Request:**

The amended and restated bylaws authorize the District Board to appoint up to two of its members to the Foundation Board. These appointments are necessary to ensure the Foundation can begin operations promptly once the bylaws are approved by the Secretary of State. Without these appointments, the Foundation will not have its full complement of directors, delaying implementation of its mission and programs.

**IV. Financial Analysis:**

There is no direct financial impact associated with these appointments. The action simply designates Board members to serve on the Foundation Board.

**V. Summary of Key Changes:**

The amended and restated bylaws introduce a formal governance structure for the Foundation, including the provision for the District Board to appoint up to two of its members to the Foundation Board. This change ensures direct representation and alignment between the District and the Foundation.

Respectfully Submitted,

Michael J. Aho  
District Administrator

**Attachments:**

Attachment A: Amended and Restated Bylaws of the Fair Oaks Recreation Foundation

BYLAWS  
OF THE  
FAIR OAKS RECREATION AND ARTS FOUNDATION

**ARTICLE I  
NAME**

- 1.01. Name. The name of this Corporation shall be Fair Oaks Recreation and Arts Foundation, a California Nonprofit Public Benefit Corporation (herein referred to as the "Corporation").

**ARTICLE II  
OFFICE**

- 2.01. Principal Office. The principal office for the transaction of business of the Corporation ("principal executive office") is located at: 4150 Temescal Street; Fair Oaks, CA 95628.
- 2.02. Change of Address. The Directors may change the principal office from one location to another. The Secretary of the Corporation shall note any change of this location.

**ARTICLE III  
OBJECTIVE AND PURPOSES**

- 3.01. General Purpose. This Corporation is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public charitable purposes. The specific purpose of this Corporation is to support, assist, and augment the Fair Oaks Recreation and Park District and other nonprofit organizations serving the Fair Oaks community by advancing parks and recreation, arts and entertainment, and human needs services consistent with the District's mission.
- 3.02. Specific Purpose. The specific purpose of this Corporation is:
- (1) To build the Fair Oaks Community through partnerships that mutually benefit the non-profit groups of the Fair Oaks area, the Fair Oaks Recreation and Park District, and the members of the community in general
  - (2) To assist the carry out the above-mentioned goals and objectives by receiving, managing and disbursing funds and property, including real property, exclusively for the benefit of the Fair Oaks Recreation and Park District, and non-profit organizations in the Fair Oaks area. . Such assistance may include distributions to government organizations with similar objectives and/or nonprofit organizations that have qualified for tax-exempt status under the Internal Revenue Code;
  - (3) To promote the Fair Oaks Community; in the attainment of its visions, goals and objectives; and
  - (4) To be recognized as a public charity so that all contributions to this Corporation shall be treated as tax deductible under Section 170 of the Internal Revenue Code of 1986, as amended.

3.03. Limitations. This Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Corporation, and the Corporation shall not carry on any other activities not permitted to be carried on (i) by a corporation exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1986, as amended, or the corresponding section of any future Federal tax code, or (ii) by a Corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1986, as amended, or the corresponding provisions of any future Federal tax code.

#### **ARTICLE IV DEDICATION OF ASSETS**

4.01. Assets. All corporate assets are irrevocably dedicated to the purposes set forth above. No part of the net earnings of this Corporation shall inure to the benefit of any of its Directors, trustees, officers, or to individuals.

#### **ARTICLE V MEMBERSHIP**

5.01. Members Prohibited. This Corporation shall not have any members.

5.02. Effect of Prohibition. Any action, which would otherwise require approval by a majority of all members or approval by the members, shall require only approval of the Board of Directors. All rights, which would otherwise vest under the Nonprofit Corporation Law in the members, shall vest in the Directors.

- a. Other Persons Associated with Corporation. The Corporation may refer to other persons or entities associated with it as "members" or "associates" even though those persons or entities are not voting members under these Bylaws, but no such reference shall constitute anyone a member within the meaning of Section 5056 of the California Corporation Code. By amendment of its Articles of Incorporation or these Bylaws, the Corporation may grant some rights to members or associates, but no such person or entity shall be a member within the meaning of Section 5056 of the California Corporation Code.

For the purpose of operations of the Foundation Membership classifications will be used as following:

- General membership (open to any person ,company or non-profit entity.)
- Community Partner membership (open to any non-profit group that has a partnership agreement with the Fair Oaks Recreation and Park District)

#### **ARTICLE VI DIRECTORS**

The Corporation shall have no fewer than five (5) and no more than seven (7). The exact number of Directors may be modified from time to time by amendment of these Bylaws, duly adopted by the Board of Directors, consistent with the qualifications and structure outlined herein.

6.01. Qualifications and Restrictions.

- (1) (i) Up to two and no less than one current elected Board Member of the Fair Oaks Recreation and Park District, appointed to the Foundation Board by action of the Fair Oaks Recreation and Park District Board of Directors;
- (2) (ii) Individuals from the community-at-large or community partners, elected by the Foundation Board of Directors;
- (3) (iii) Other members elected by vote of the Foundation Board of Directors;  
and

6.02. (iv) The District Administrator of the Fair Oaks Recreation and Park District, or their designated appointee, to serve as Chief Executive Officer of the Foundation in an ex-officio, non-voting capacity. Term of Office. Each Director appointed by the Fair Oaks Recreation and Park District Board of Directors shall serve a term of two (2) years. These individuals may be reappointed by the FORPD Board for successive two-year terms without term limits, provided they continue to serve on the FORPD Board.

6.03. All other Directors elected by the Foundation Board shall also serve two-year terms and may be reappointed to successive terms by vote of the Foundation Board of Directors. There shall be no limit on the number of terms a Director may serve, provided they are duly reappointed.

6.04. To ensure continuity of governance, terms shall be staggered so that approximately one-half of the Director positions expire each year. The initial Board may assign one-year terms to approximately half of the Directors and two-year terms to the remainder, after which all terms shall be for two years.

6.05. In all cases, a Director shall continue to serve until a successor is duly appointed or elected, unless the Director resigns, is removed, or becomes otherwise ineligible to serve.

6.06. Vacancies. Any Director of the Corporation may resign at any time by giving written notice to the Chairperson, the Chief Executive Officer or to the Board of Directors, and, where such resignation would leave the Corporation without a duly elected Director or Directors in charge of its affairs, to the Attorney General of the State of California. Such resignation shall take effect at the time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Vacancies on the Board of Directors shall exist on the death, resignation or removal of any Director, or whenever the Board of Directors authorizes an increase in the number of Directors, or the Directors fail to elect the full number of authorized Directors. The vacancies shall be filled by a majority vote of the Directors of the Fair Oaks Recreation and Park District, or if the number of Directors then in office is less than a quorum, by a majority of the Directors then in office, or by the sole remaining Directors.

6.07. Removal. Any Director may be removed with or without cause at any time. Removal shall be made by a vote of the majority of the Directors of the Corporation at a special meeting of the Directors called for that purpose. Proper notice must be given in writing, via first-class mail, ten (10) days prior to such a meeting and the vacancy in the Board of Directors caused by any such removal shall be filled in the manner specified in Section 6.04.

6.08. Powers. The Board of Directors shall have the following powers:

(2) Subject to the provisions of the California Nonprofit Corporation Law and any limitations in the Articles of Incorporation and these Bylaws, the Board of Directors shall have general corporate powers and shall manage the business and affairs of the Corporation.

(3) Without prejudice to these general powers, and subject to the same limitations, the Directors shall have the specific power to:

Select and remove all officers, agents and employees of the Corporation; prescribe any powers and duties for them that are consistent with law, with the Articles of Incorporation, and with these Bylaws; fix their compensation; and supervise all such officers, agents and employees of the *Corporation* to assure that their duties are performed properly.

1. Change the principal executive office or the principal business office in the State of California from one location to another; cause the Corporation to be qualified to do business in any other state, territory, dependency, or country and conduct business within or outside the State of California; and designate any place within or outside the State of California for the holding of regular, special or annual meetings.
2. Adopt, make and use a Corporation seal and alter the form of the seal and certificate.
3. Borrow money and incur indebtedness on behalf of the Corporation, to be executed and delivered, for corporate purposes deemed appropriate by the Board and in the Corporation's name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations and other evidences of debt and securities.
4. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the charitable purpose of this Corporation.

## **ARTICLE VII MEETINGS**

- 7.01. Brown Act. To the extent required by law, the Corporation shall comply with the provisions of the Ralph M. Brown Act, Chapter 9 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with section 54950) (the "Brown Act").
- 7.02. Annual Meeting. The annual meeting of the Corporation shall be held on the fourth Monday of June for the purpose of electing the Board of Directors, as necessary, the officers of the Corporation and conducting any other business or transactions as shall come before the meeting. Notice of the annual meeting shall be given in writing not less than ten (10) days prior to said meeting date.
- 7.03. Regular Meetings. Regular meetings of the Board of Directors shall be held at such time and place as the Board may determine. Notice of the regular meetings shall be given ten (10) days prior to the meeting.
- 7.04. Special Meeting, Notice. Special meetings of the Board of Directors shall be held whenever called by the Chairperson of the Board or by two or more of the Directors. Notice of each such special meeting shall be mailed, via first-class mail, to each Director,

addressed to the Director as his or her residence or usual place of business, at least ten (10) days before the day on which the meeting is to be held, or to be delivered personally or by telephone, no later than ten

(10) days before the day on which the meeting is to be held, except in the event of an emergency within the meaning of the Brown Act. Each such notice shall state the time and place of the meeting but need not state the purposes thereof except as otherwise herein expressly provided. Any meeting of the Board shall be a legal meeting without any notice thereof having been given, if all the Directors of the Corporation then in office shall be present thereat or waive such notice in writing before, at or after such meeting.

Waiver of Notice. The transactions of any meeting of the Board of Directors, however called and noticed or wherever held, shall be as valid as though taken at a meeting duly held after regular call and notice if a quorum is present and, either before or after the meeting, each of the Directors either signs a written waiver of notice, a consent to holding the meeting, or an approval of the minutes, or attends the meeting such Director. The waiver of notice or consent need not specify the purpose of the meeting. All waiver, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

7.05. Action Without a Meeting. Any action required or permitted to be taken by the Board of Directors may be taken without a meeting if all members of the Board, individually or collectively, consent in writing to that action. For the purposes of this Section only, "all members of the Board" shall not include any "interested director" as defined in Section 5233 of the California Nonprofit Public Benefit Corporation Law. Such action by written consent shall have the same force and effect as a unanimous vote of the Board of Directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Board.

7.06. Quorum. A majority of the authorized number of Directors shall constitute a quorum for the transaction of business. Every act or decision done or made by the majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors, subject to the provisions of the California Nonprofit Corporation Law, especially those provisions relating to (i) approval of contracts or transaction in which a director has' a direct or indirect material financial interest, (ii) appointment of committees, and (iii) indemnification of Directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action is taken is approved by at least a majority of the required quorum for that meeting.

7.07. Conduct of Meeting. The Chairperson of the Board, or in his or her absence, any Director selected by the Directors present, shall preside at the meeting of the Board of Directors. The Secretary of the Corporation, or in the Secretary's absence, any person appointed by the presiding officer shall act as a Secretary of the Board.

7.09 Place of Meetings. Meetings shall be held at the principal executive office of the Corporation unless otherwise provided by the Board of Directors or at such place within or without the State of California, which has been designated from time to time in the notice of meeting or by resolution of the Board of Directors. Any meeting, regular or special, may be held by conference telephone or similar communications equipment, so long as the Brown Act is complied with and all Directors participating in such meeting can hear one another.

## **ARTICLE VIII OFFICERS**

Officers. The officers of the Corporation shall be a Chairperson, Vice-Chairperson, Secretary, Treasurer and such other officers as may be appointed in accordance with the provisions of Section 8.04. The same person may hold any number of offices.

Election of Officers. The officers of the Corporation, except those appointed in accordance with the provisions of paragraph 8.03, shall be chosen by the Board of Directors, and each shall serve at the pleasure of the Board. After the initial slate of officers is elected, future officers shall be elected as follows: The nominating committee shall provide each Director with a list of nominees thirty (30) days prior to the annual meeting. A vote of the majority of the duly qualified Directors shall be required to elect officers.

8.01. Subordinate Officers. The Board of Directors may appoint, and may authorize the Chairperson of the Board or the Chief Executive Officer or another officer to appoint, any other officers that the business of the Corporation may require, each of whom shall have the title, hold the office for the period, have the authority, and perform the duties specified in the Bylaws or determined from time to time by the Board of Directors.

8.02. Removal and Resignation of Officers. Any officer may be removed, either with or without cause, by a vote of the Board of Directors at a meeting called for that purpose, and such purpose shall be stated in the waiver or notice of such meeting unless all of the Directors of the Corporation shall be present thereat. Any officer may resign at any time by giving written notice to the Chairperson of the Board, Chief Executive Officer, or to the Board of Directors. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. The above provisions of this Section shall be superseded by any conflicting terms of a contract, **which** has been approved or ratified by the Board of Directors relating to the employment of any officer of the Corporation.

8.03. Vacancies in Office. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled only in the manner prescribed in these Bylaws for regular appointments to that office. In the event of a vacancy in any office other than that of Chief Executive Officer, such vacancy shall be filled temporarily by appointment by the Chairperson of the Board or the Chief Executive Officer until such time as the vacancy can be filled in the manner prescribed in these Bylaws for regular appointment to that office.

b. Responsibilities of Officers.

A. Chairperson of the Board

The Chairperson shall preside at all meetings of the Board of Directors and shall be the principal representative of the Board in overseeing the affairs of the Corporation. The Chairperson shall ensure that all orders and resolutions of the Board are implemented, work in close consultation with the Chief Executive Officer, appoint committee members (subject to Board approval), and perform such other duties as may be prescribed by the Board of Directors or these Bylaws. The Chairperson shall also serve as the spokesperson for the Foundation, unless otherwise delegated.

B. Vice-Chairperson of the Board

The Vice-Chairperson shall act in place of the Chairperson in the event of the



Chairperson's absence, inability, or refusal to act. In such instances, the Vice-Chair shall perform all the duties of the Chairperson and shall have all the powers of and be subject to the same restrictions as the Chairperson. The Vice-Chair shall also perform such other duties as may be assigned by the Board of Directors or the Chairperson.

#### C. Secretary

The Secretary shall be responsible for ensuring that accurate minutes of all Board meetings are taken and maintained, including records of votes, motions, and actions. The Secretary shall ensure proper notice of meetings is given in accordance with these Bylaws and applicable laws. The Secretary shall maintain the corporate records of the Foundation, including Articles of Incorporation, Bylaws, Board policies, and official correspondence. The Secretary may delegate minute-taking duties to a staff person or designee, but remains responsible for their accuracy and official recordkeeping.

D. Treasurer (Chief Financial Officer) The Treasurer shall oversee the financial matters of the Foundation and shall ensure accurate books of account are maintained, including records of income, disbursements, assets, and liabilities. The Treasurer shall provide regular financial reports to the Board, assist in the preparation and presentation of the annual budget, and ensure compliance with all financial and tax reporting requirements. The Treasurer shall serve as Chair of the Finance Committee (if such a committee is established) and shall perform all other duties incident to the office of Treasurer or as assigned by the Board.

#### E. Chief Executive Officer

The Chief Executive Officer (CEO) of the Corporation shall be the District Administrator of the Fair Oaks Recreation and Park District, or a designee appointed by the District Administrator and approved by the Fair Oaks Recreation and Park District Board of Directors. The CEO shall be responsible for the day-to-day administration of the Foundation, including management of its operations, finances, and personnel, in accordance with policies established by the Foundation Board of Directors.

The CEO is authorized, with the signature of two duly qualified officers of the Corporation, to execute contracts, financial instruments, and other official documents on behalf of the Foundation. The CEO shall ensure proper maintenance of financial and operational records, oversee the deposit of all funds, and regularly report on the Foundation's financial and organizational status to the Foundation Board.

The CEO shall perform such additional duties as may be assigned by the Chairperson or the Foundation Board of Directors.

A. Advisors. The Board of Directors may establish a body of Advisors to assist in the development and operation of the Corporation. The Advisors may be appointed by the Board of Directors in any number that the Directors may deem necessary. The Advisors shall have no vote in the Corporation matters and no authority to affect Corporation policy.

## **ARTICLE IX**

### **COMMITTEES**

#### Nominating Committee.

A. A nominating committee of at least three (3) Directors shall be appointed by the Chairperson of the Board, with the concurrence of the Board of Directors, at the annual meeting each year. The nominating committee shall produce a list of Directors and/or other persons who are not members of the Board but are willing to serve as officers of the Corporation, which list shall include the name of the then current who will serve as the Chief Executive Officer pursuant to Section 8.06.D of the Bylaws. The list of officers shall be presented to all duly qualified Directors at least thirty (30) days prior to the annual meeting. Officers shall be elected at the annual meeting as prescribed by these Bylaws.

B. The nominating committee is also responsible for identifying and placing before the Board, the names of potential new Directors to increase the Board in size or to replace Directors that have left the Board pursuant to Sections 6.04 or 6.05.

9.02 Other Committees. The Board of Directors may act by and through such other committees as may be specified in resolutions adopted by the majority of the Directors. Each such committee may consist of persons who are not also members of the Board, and shall have such duties and responsibilities as are granted to it by the Board of Directors.

## **ARTICLE X**

### **DISTRIBUTION OF PRINCIPAL AND INCOME AND RELATED MATTERS**

10.01. Annual Distributions. It shall be the policy of this Corporation to make, at least annually, distributions for one or more of the purposes for which it is organized, including administrative expenses and amounts paid to acquire an asset used (or held for use) in carrying out one or more of its purposes, in an amount determined by the Board of Directors. In any such distributions of funds, no discrimination shall be made on account of the age, sex, color, religious affiliation or national origin of the individuals or programs to be benefited thereby. The distribution of funds, except for normal operation expenses, will be made directly or indirectly, to support, assist, augment and supplement the Fair Oaks Recreation and Park District, and/or its Community Partner non-profit organizations in the carrying out of its mission, goals and objectives.

10.02. No Self-Dealing It shall be the policy of this Corporation not to engage in any act, which would constitute "self-dealing" as defined in Section 4941 (d) of the Internal Revenue Code of 1986, as amended.

10.03. No Jeopardy Investments. It shall be the policy of this Corporation to assure that no funds, whether title thereto is vested in this Corporation or is vested in trust for the benefit of this Corporation, are knowingly invested or reinvested in such a manner as to jeopardize the carrying out of any of the purposes for which this Corporation is organized.

10.04. Compensation and Reimbursement. No Director shall receive directly or indirectly any compensation for his or her services as Director. No benefit shall inure to the Directors as a result of their participation on the Board of this Corporation. Directors may

receive reimbursement of expenses incurred in services to this Board as the Board may determine to be just and reasonable.

## **ARTICLE XI INDEMNIFICATION OF DIRECTORS, OFFICERS EMPLOYEES AND OTHER AGENTS**

11.01. Definition. For purpose of this Article:

- (4) Agent. - The term "agent" means any person who is or was a Director, officer, employee, or other agent of this Corporation, or is or was serving at the request of this Corporation as a Director, officer, employee, or agent of another foreign or domestic Corporation, partnership, joint venture, trust, or other enterprise;
- (5) Proceeding- The term "proceeding" means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and
- (6) Expenses- The term "expenses" includes, without limitation, all attorneys' fees, costs, and any other expenses incurred in the defense of any claims or proceedings against an agent by reason of his or her position or relationship as agent and all attorneys' fees, costs, and other expenses incurred in establishing a right to indemnification under this Article.

11.02 Successful Defense by Agent. To the extent that an agent of this Corporation has been successful on the merits in the defense of any proceeding referred to in this Article, or in the defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection with the claim. If an agent either settles any such claim or sustains a judgment rendered against him or her, then the provisions of Sections 11.03 through 11.05 shall determine whether the agent is entitled to indemnification.

11.03 Actions Brought by the Persons other than the Corporation. Subject to the required findings to be made pursuant to paragraph 11.05, this Corporation shall indemnify any person who has or is a party, or is threatened to be made a party, to any proceeding other than an action brought by, or on behalf of, this Corporation, or by an officer, Director or person granted related status by the Attorney General, or by the Attorney General on the ground that the defendant Director was or is engaging in self-dealing within the meaning of California Corporations Code Section 5233, or by the Attorney General or a person granted related status by the Attorney General for any breach of duty relating to assets held in charitable trust, by reason of the fact that such person is or was an agent of this Corporation, for all expenses, judgments, fines, settlements, and other amount actually and reasonably incurred in connection with the proceeding.

11.04. Action Brought by or on Behalf of the Corporation.

- (7) Claims Settled out of Court. If any agent settles or otherwise disposes of a threatened or pending action brought by or on behalf of this Corporation, with or without court approval, the agent shall receive no indemnification for either amounts paid pursuant to the terms of the settlement or other disposition or for any expenses incurred in defending against the proceeding, unless it is settled with the approval of the Attorney General.

(8) Claims and Suits Awarded against Agent. This Corporation shall indemnify any person who was or is a party or is threatened to by a made party to any threatened, pending, or completed action brought by or on behalf of this Corporation by reason of the fact that the person is or was an agent of this Corporation, for all expenses actually and reasonably incurred in connection with the defense of that action, provided that both of the following are met:

1. The determination of good faith conduct required by Section 11.05, below, must be made in the manner provided for that section; and
2. Upon application, the court in which the action was brought must determine that, in view of all of the circumstances of the case, the agent should be entitled to indemnity for the expenses incurred. If the agent is found to be so entitled, the court shall determine the appropriate amount of expenses to be reimbursed.

11.05. Determination of Agent's Good Faith Conduct. The indemnification granted to an agent in paragraphs 11.03 and 11.04, above, is conditioned on the following:

(1) Required Standard of Conduct. The agent seeking reimbursement must be found, in the manner provided below, to have acted in good faith, in a manner he or she believed to be in the best interest of this Corporation, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use in similar circumstances. The termination of any proceeding by judgment, order, settlement, conviction, or on a plea of *nolo contendere* or its equivalent shall not, of itself, create a presumption that the person did not act in good faith or in a manner which he or she reasonably believed to be in the best interest of this Corporation or that he or she had reasonable cause to believe that his or her conduct was unlawful. In the case of a criminal proceeding, the person must have had no reasonable cause to believe that his or her conduct was unlawful.

(1) Manner of Determination of Good Faith Conduct. The determination that the agent did act in a manner complying with paragraph A, above, shall be made by:

- a. The Board of Directors by a majority vote of a quorum consisting of Directors who are not parties to the proceeding; or
- b. The court in which the proceeding is or was pending. Such determination may be made on application brought by this Corporation, the agent, or the attorney or other person rendering a defense to the agent, whether or not this Corporation opposes the application by the agent, attorney, or other person.

11.06. Limitations. No indemnification or advance shall be made under this Article, except as provided in paragraph 11.02 or 11.05.B.2. Under any circumstances when it appears:

(1) Inconsistent Indemnification. The indemnification or advice would be inconsistent with a provision of the Articles of Incorporation, a resolution of the Board, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or

(2) Court Condition. That the indemnification would be inconsistent with any condition expressly imposed by a court in approving a settlement.

11.07. Advance of Expenses. Expenses incurred in defending any proceeding may be advanced by this Corporation before the final disposition of the proceeding on receipt of an undertaking by or on behalf of the agent to repay the amount of the advance unless it is determined ultimately that the agent is entitled to be indemnified as authorized in this Article.

11.08. Contractual Rights of Non-directors and Non-officers. Nothing contained in this Article shall affect any right to indemnification to which persons other than Directors and Officers of this Corporation, or any subsidiary hereof, may be entitled by contract or otherwise.

11.09. Insurance. The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation against any liability other than for violating provisions against self-dealing asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not this Corporation would have the power to indemnify the agent against that liability under the provisions of this section.

## **ARTICLE XII BOOKS OF RECORD, AUDIT, FISCAL YEAR, BOND**

12.01. Books and Records. The Board of Directors of this Corporation shall cause to be kept:

- (1) Record of all proceedings of Directors and committees;
- (2) All financial statements of this Corporation;
- (3) Articles of Incorporation and Bylaws, and all amendments thereto and restatements thereof; and
- (4) Such other records and books of accounts as shall be necessary and appropriate to the conduct of corporate business.

12.02. Directors' Right to Inspect. Every Director shall have the absolute right at any reasonable time to inspect the Corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary. The inspection may be made in person or by the Director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

12.03. Audit and Publication. The Board of Directors shall cause the records and books of account of this Corporation to be audited as least once in each fiscal year in such a manner as may be deemed necessary or appropriate, and also shall make such inquiry as the Board of Directors deems necessary or advisable into the conditions of all trust and funds held by the Directors, agent, or custodian for the benefit of this Corporation, and shall retain such person or firm for such purpose as it may deem appropriate. Not later than six (6) months after the close of each fiscal year of this Corporation, the Board of Directors of this Corporation shall furnish to the public copies of the Corporation's financial statement for its immediately preceding fiscal year and may, if determined necessary or appropriate by the Board

of Directors, cause such financial statement to be published in one or more local newspapers that have general circulation and distribution.

12.04. Fiscal Year. The fiscal year of the Corporation shall end on June 30 of each year.

12.05. Bond. The Corporation shall obtain bond on such people and for such amount as may from time to time be deemed necessary by the Board of Directors.

### **ARTICLE XIII AMENDMENT**

The Board of Directors may amend this Corporation's Articles of Incorporation, as heretofore or hereafter amended or restated, and these Bylaws, as amended or restated, to include or omit any provision which could be lawfully included or omitted.; Any number of amendments, or an entire revision or restatement of the Articles of Incorporation or Bylaws, may be submitted and voted upon at a single meeting of the Board of Directors and adopted at such meeting, a quorum being present, upon receiving the affirmative vote of not less than two-thirds of the Directors; provided, however, that amendment of Article II of the Articles of Incorporation, and Article III (Objective and Purposes), and Section 6.02 (Qualifications and Restrictions) of these Bylaws, may be made only with the unanimous approval and resolution of all qualified Directors.

### **ARTICLE XIV DISSOLUTION**

The Corporation shall not be voluntarily dissolved except by approval of the Board of Directors. On the winding-up and dissolution of this Corporation, after paying or adequately providing for the debts, obligations, and liabilities of the Corporation, the remaining assets of the Corporation shall be distributed to such organization (or organizations) organized and operated exclusively for charitable purposes which has established its tax exempt status under Section 501

(c) (3) of the Internal Revenue Code of 1986, as amended, (or corresponding provision of any future Federal tax code.)

### **ARTICLE XV CONSTRUCTION AND DEFINITIONS**

Unless the context requires otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both the Corporation and the natural person.

### **CERTIFICATE OF SECRETARY**

I hereby certify that I am the duly elected and acting Secretary of the FAIR OAKS RECREATION AND ARTS FOUNDATION, a California nonprofit public benefit corporation, and that the foregoing is a true and correct copy of the Bylaws of this

Corporation; and that said Bylaws were duly adopted at a meeting of the Board of Directors held on February 15,2001.

IN WITNESS WHEREOF, I have subscribed by name and affixed the seal of the Corporation this fifteenth day of February 2001.

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Bob Brown, Secretary

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Bob Brown, Secretary

12.01.



## STAFF REPORT

**Meeting Date: January 21, 2026**

**To: Board of Directors**

**From: Michael J. Aho – District Administrator**

**Subject: District Administrator Recruitment –  
Recommended Salary Range**

### **I. Recommendation:**

Approve the recommended salary range of \$132,500 – \$164,300 annually for the District Administrator position for inclusion in the recruitment brochure being developed by CPRS HR. CPRS HR has already been authorized by prior Board action to conduct the recruitment process; this action is solely to confirm the salary range for brochure purposes.

### **II. Background:**

The District Administrator position is a critical leadership role responsible for overseeing the Fair Oaks Recreation and Park District's multi-facility park system, capital infrastructure investments, and expanded programming initiatives. The Board previously authorized CPRS HR to manage the recruitment process for this position, including candidate outreach and selection. As part of this effort, CPRS HR will also develop a comprehensive recruitment brochure to attract highly qualified candidates. Establishing an updated and competitive salary range is essential for inclusion in the brochure and ensures alignment with current market conditions and the District's operational complexity.

### **III. Problem /Situation/ Request:**

To finalize the recruitment brochure an approved salary range is needed. Confirming this range ensures the brochure accurately reflects the District's compensation strategy and supports attracting qualified candidates.

#### **IV. Financial Analysis:**

The recommended salary range of \$132,500 – \$164,300 annually is based on a market compensation review using Arden Park Recreation and Park District with annual COLA adjustments. Two analytical scenarios were considered:

- **Scenario A1 and A2:** Applied inflationary adjustments of 3.0% (A1) and 3.6% (A2) to the annual prevailing market salary range for comparable District Administrator positions over a two-year period since the survey. This resulted in updated ranges between \$131,100 and \$159,322.

After reviewing both scenarios, staff determined Scenario A2 provides the most appropriate baseline. However, to account for the District's increased operational complexity—including oversight of a multi-facility park system, major capital projects, and expanded programming—the proposed range of \$132,500 to \$164,300 positions the District competitively in the market. Funding for this position is included in the District's existing executive leadership budget and does not require additional appropriations.

Attachment A provides a detailed comparison of the salary scenarios and the proposed range for transparency and reference.

Respectfully Submitted,

Michael J. Aho  
District Administrator

#### **Attachments:**

Attachment A – District Administrator Salary Comparison Table

**Arden Park Recreation and Park District  
Total Compensation Survey  
General Manager**

Survey Benchmark Classification	Agency's Classification/Job Title	Show Current Hourly or Salaried Range Minimum Rate/Entry Step	Show Current Hourly or Salaried Range Maximum Rate/Top Step	Show Employee Actual/Flat Rate	Standard Work Week Schedule (i.e. 8-5, 9-80, Hybrid, Remote, every other Friday off, flex, etc)	FY 2023-2024 Average Actual % Pay Increase Granted	FY 2024-2025 Projected % of pay increase, if known	Longevity Pay (i.e., 5%)	At-Will Employment (Y or N)
Arcade Creek Recreation and Park District	General Manager	\$91,969	\$112,350	\$102,159	8 - 5	0.0%	0.0%	N/A	Y
Arden Manor Park and Recreation District	District Manager	\$65,582	\$83,702	\$72,305	9-5	5%	N/A	0%	Y
Arden Park Recreation and Park District	General Manager	\$89,856	\$110,074	\$107,827	8-5	Unknown	Unknown	N/A	Y
Auburn Area Recreation & Park District	District Administrator*	-	-	\$142,587	8:30 - 6	4% Merit and 3.2% COLA	3% Merit and 3% COLA	N/A	N
Carmichael Recreation & Park District	District Administrator	\$137,388	\$153,624	\$161,408	Exempt -Flex, average 40 hours per week	3% COLA	n/a	Negotiated	Y
Chico Area Parks & Recreation District	General Manager	-	-	\$143,324	8-5	N/A	N/A	N/A	N
Cosumnes Community Services District	Administrator of Parks & Recreation	\$223,248	\$260,376	\$241,812	8 - 5	N/A	N/A	N/A	Y
Fulton El Camino Recreation and Park District	General Manager	\$95,763	\$116,397	\$116,397	8 - 5	3% COLA on 07/01/23	5% Step on 07/01/24	N/A	Y
Mission Oaks Recreation & Park District	District Administrator	\$142,253	\$142,253	\$142,253	7-4	2% COLA	None	5% at 10 yrs & 15 yrs	N
North Highlands Recreation and Park District	District Administrator	\$91,092	\$110,724	\$100,908	8 - 5	4.0%	N/A	N/A	Y
North of the River Recreation and Park District	General Manager	-	-	\$165,000	8 - 5	N/A	N/A	N/A	Y
Orangevale Recreation & Park District	District Administrator	\$103,719	\$132,375	\$118,047	5 day/8 hour	4.0%	3.5%	10yr - 5%, 15yr - 5%, 20yr - 5%	Y
Rio Linda Elverta Recreation and Park District	General Manager	\$112,008	\$132,246	\$125,965	8-5	5.0%	5.0%	N/A	Y
Southgate Recreation and Park District	General Manager	\$175,851	\$224,436	\$224,436	8-5	5.0%	5.0%	-	Y
Sunrise Recreation and Park District	District Administrator	\$164,472	\$199,908	\$181,334	8-5	2.9%	3.0%	5% at Year 10	Y
Truckee Donner Recreation and Park District	General Manager	\$114,629	\$153,608	\$153,608	8 - 5	3.0%	1.0%	N/A	N
	<b>All Survey Avg Prevailing Market Rates =</b>	<b>\$123,679</b>	<b>\$148,621</b>	<b>\$143,711</b>	<b>8-5</b>	<b>3.6%</b>	<b>2.9%</b>	<b>N/A</b>	<b>Y</b>

\*Contract Employee  
Creative Management Solutions, Inc.

August 2024



## STAFF REPORT

**Meeting Date: January 21, 2026**

**To: Board of Directors**

**From: Jennifer Larkin, Administrative Services Manager**

**Subject: District Administrator Recruitment Process and Schedule**

### **I. Recommendation:**

Staff recommends the Board review the proposed recruitment schedule for the District Administrator position and provide direction regarding:

- Level of Board involvement in interviews (full Board, individual members, or the Management and Personnel Committee).
- Specific dates during the week of April 6 for Board interviews, so candidates can be informed and scheduled accordingly.

### **II. Background:**

The Fair Oaks Recreation and Park District has entered into a consulting services agreement with CPS HR Consulting, a California Joint Powers Authority specializing in executive recruitment for public agencies. CPS HR will lead and manage the recruitment process for the District Administrator position, providing full executive search services including development of the recruitment brochure, candidate outreach, screening, and facilitation of interviews.

The recruitment process is structured in three phases:

- **Phase I:** Development of candidate profile and recruitment strategy, including brochure design and posting.
- **Phase II:** Aggressive outreach and screening of applicants, culminating in a client report and identification of semifinalists.
- **Phase III:** Coordination of finalist interviews, reference checks, and assistance with negotiations if requested.

The agreement, effective December 22, 2025, outlines a fixed professional fee of \$28,000 for these services, with candidate travel expenses reimbursed up to \$2,000. CPS HR guarantees continued recruitment efforts until a successful appointment is made and offers a one-year service guarantee for the selected candidate.

### **III. Problem /Situation/ Request:**

The recruitment process for the District Administrator position is underway, with CPS HR Consulting managing the search and interview coordination. While the overall schedule has been established, staff requires direction from the Board on two critical items:

1. **Board Interview Participation:** Clarification is needed on whether interviews during the week of April 6 will involve the full Board, individual Board members, or the Management and Personnel Committee. This determination will guide scheduling and logistics.
2. **Specific Interview Dates:** To ensure timely communication with candidates and proper coordination with CPS HR, the Board must identify preferred dates for interviews during the designated week. This will allow CPS HR and staff to finalize arrangements and keep the recruitment process on track.

The current recruitment schedule is as follows:

- **January 23** – Brochure finalized.
- **January 26** – Job live/posted.
- **February 23 – March 6** – Review of applications and screening calls by CPS HR.
- **March 6** – CPS HR reviews client report on candidates with staff.
- **Week of March 23** – Panel interviews with Management Team and an outside subject matter expert, likely an area Parks and Recreation District Administrator. Upon completion of these interviews, a member of the panel will present a summary of their findings to the Board.
- **Week of April 6** – Board interviews.
- **April 13** – Goal to make a decision and extend an offer.
- **Mid-May** – Anticipated start date.

Without this input, staff cannot confirm candidate availability or provide accurate timelines to CPS HR, which may delay the process and impact the goal of making an offer by mid-April.

### **IV. Financial Analysis:**

The District has entered into a fixed-price agreement with CPS HR Consulting for full executive recruitment services for the District Administrator position. The total professional services fee is **\$28,000**, covering all phases of the recruitment process:

- **Phase I:** \$10,000

- **Phase II:** \$10,000
- **Phase III:** \$8,000

In addition, the agreement allows for **candidate travel expenses up to \$2,000**, billed at cost if incurred. These expenses will only apply if candidates require travel for interviews.

Funding for this recruitment was approved as part of the District's operating budget, and no additional appropriations are anticipated. CPS HR also provides a **one-year guarantee** to conduct a replacement recruitment at no additional professional fee should the selected candidate leave within the first year, with the District responsible only for reimbursable expenses.

Respectfully Submitted,

Michael J. Aho  
District Administrator

# STAFF REPORT



**Meeting Date:** January 21, 2026

**To:** Board of Directors

**From:** Michael J. Aho – District Administrator

**Subject:** Update on Board Vacancy Appointment Process and Timeline

## **I. Recommendation**

Review and provide direction to staff on next steps for filling a potential board vacancy.

## **II. Background**

At the December 17 regular Board meeting, Director John O'Farrell indicated that he would be resigning his position from the Board sometime in June of 2026 leaving his seat vacant until the regular election of November 2028. Per Government Code 1780 (Attachment A), the Board has three options for filling a vacancy:

- The District Board can do nothing to fill the vacancy and the Sacramento County Board of Supervisors will fill the vacancy for the District.
- The District Board can call for a special election which would be conducted by Sacramento County Voter Registration. The District's cost for the 2024 general election for placing the candidates on the ballot was over \$58,000.
- The District Board can appoint a resident from within the Fair Oaks Recreation and Park District boundaries to complete the term.

The timeline for filling a vacancy is as follows:

The District will notify the County Board of Elections within 15 days of the official resignation notice or the date of the vacancy, whichever is later. The remaining Board members then have 60 days to find and approve an appointment should that be the selected option.



**III. Problem /Situation/ Request**

The Board must now determine what process it would like to follow within these parameters. GC 1780 additionally requires that the District posts a notice of the vacancy in three or more conspicuous places within District boundaries at least 15 days before the Board makes the appointment.

Previous vacancies have been referred to committee to determine their recommended process which was then presented to and voted upon by the full Board.

**IV. Financial Analysis**

No significant financial impact is anticipated from implementing the recommended procedure. Some staff time is anticipated to implement the procedure.

Respectfully Submitted,

Michael J. Aho  
District Administrator

Attachment A: Government Code 1780



## GOVERNMENT CODE - GOV

**TITLE 1. GENERAL [100 - 7914]** ( Title 1 enacted by Stats. 1943, Ch. 134. )

**DIVISION 4. PUBLIC OFFICERS AND EMPLOYEES [1000 - 3599]** ( Division 4 enacted by Stats. 1943, Ch. 134. )

**CHAPTER 4. Resignations and Vacancies [1750 - 1782]** ( Chapter 4 enacted by Stats. 1943, Ch. 134. )

**ARTICLE 2. Vacancies [1770 - 1782]** ( Article 2 added by Stats. 1943, Ch. 134. )

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a  
**1780.** special district, other than those specified in Section 1781, shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d) (1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e) (1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f) (1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.

(g) (1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h) (1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

*(Amended by Stats. 2007, Ch. 343, Sec. 4. Effective January 1, 2008.)*