

For the Meeting of: 10/18/2022

Agenda Item No.: D

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** City of Fresno Annexation Proposal Update with Guest Speaker: City of Fresno Major Jerry Dyer.

**RECOMMENDATION:**

That the Board receive update and discuss, provide direction, if any.

**SUMMARY:**

Recently the City of Fresno Mayor, Jerry Dyer, during a press conference stated that the City of Fresno is interested in annexing Calwa Park to add to the City of Fresno. This statement was made during the mural revealing where an artist came to create a mural within our District property. Since his remarks, press releases have taken place through GV Wire and Abc30 regarding the mural and this possible annex to incorporate Calwa Park into the City of Fresno. Cole Karr representing California Special Districts Association was contacted by DA regarding the procedure and what would need to happen in order for the City of Fresno to take over the park. Mr. Karr discussed the procedure and policies with the Board during our July 2022 Regular Board meeting. District Board of Directors provided direction for DA and Legal Counsel to contact the City of Fresno's Mayors Office and schedule a meeting. The meeting was confirmed by Mayor staff and will be presenting information during the meeting.

**REASON FOR RECOMMENDATION:**

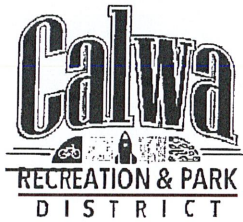
To update Board of Directors, District, and District Staff with information regarding the statements that reflect annexing Calwa Park into the City of Fresno PARCS department.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

Attachments:

- NA.



For the Meeting of: 10/18/2022  
Agenda Item No.: E-1

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Minutes of the Regular Meeting held on October 11, 2022.

**RECOMMENDATION:**

That the Board approve the minutes for date October 11, 2022.

**SUMMARY:**

Meeting minutes are provided for each regular meeting. Detailed minutes are provided in the agendas with the minutes or notes attached with this report.

**REASON FOR RECOMMENDATION:**

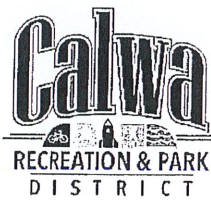
To have monthly agenda minutes certified.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

Attachments:

- Regular Meeting Minutes for October 11, 2022.



**CALWA RECREATION & PARK DISTRICT  
MEETING AGENDA**

[www.calwarecreation.org](http://www.calwarecreation.org)

**BOARD OF DIRECTORS  
REGULAR MEETING  
NOTICE AND AGENDA  
October 11, 2022  
Start Time: 5:36PM  
End Time: 7:37PM**

**BOARD CHAIRPERSON**

Esmeralda Zamora, Chair **Present**

**DISTRICT ADMINISTRATOR**

Adam Ramos **Present**

**BOARD VICE CHAIR**

Raul Guerra Vice Chair **Present**

**DISTRICT COUNSEL**

Hilda Cantú Montoy **Present**

**BOARD MEMBERS**

Joseph Perez, Board Member **Present**

Laura Garcia, Board Member **Present**

Mary L. Rosales, Board Member **Present**

THE BOARD OF DIRECTORS HAS RESUMED MEETINGS IN PERSON. Members of the public may attend or the meeting or participate per the Zoom information below. The Board welcomes you to its meetings and encourages you to participate at the meeting or via Zoom. This agenda contains a brief general description of each item that will be considered by the Board. All persons who call in or who attend the meeting are asked to silence pagers, cell phones, and other devices that may disrupt the Board meeting. The Board may consider and act on an agenda item in any order it deems appropriate.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87593477395>

**Meeting ID: 875 9347 7395**

**One tap mobile**

+16699006833,,87593477395# US (San Jose)

+14086380968,,87593477395# US (San Jose)

**Dial by your location**

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

**Meeting ID: 875 9347 7395**

**Find your local number: <https://us02web.zoom.us/j/87593477395>**

**CALL TO ORDER AND ROLL CALL**

**A. INVOCATION AND FLAG SALUTE**

Invocation and Flag Salute were led by Director Perez.

**B. APPROVAL OF AGENDA**

1<sup>st</sup>: Joseph Perez

2<sup>nd</sup>: Esmeralda Zamora

Roll Call Vote: EZ: Yes, RG: Yes, JP: Yes, MR: Yes, LG: Yes

**C. PUBLIC COMMENTS**

No public comments via online through zoom or in person.

Members of the public who wish to address the Board on an item that is not on the agenda may do so now. Members of the public wishing to address the District on an agenda item may do so when the agenda item is called. In order to allow time for all comments, each individual is limited to three minutes, with a fifteen (15) minute maximum per group, per item, per meeting. When addressing the Board, you are requested to come forward to the speaker's microphone, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board Chair.

**D. CONSENT CALENDAR**

*All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be considered separately at the request of any member of the Board or any person in the audience.*

1. SUBJECT: Minutes of the Regular Meeting held on August 16, 2022, and Minutes of the Special Meeting held on September 13, 2022.

1<sup>st</sup>: JP

2<sup>nd</sup>: MR

Roll Call Vote: EZ: Yes, RG: Yes, JP: Yes, MR: Yes, LG: Yes

RECOMMENDATION: That the Board approve the minutes.

2. SUBJECT: COVID Update.

RECOMMENDATION: That the Board accept the report.

Bank accounts were reviewed and discussed per request of Director Perez. Director Perez stated concern for the salaries of the employees and the increase. DA replied that the increase was increase hours of employees for the new Zumba Kids program. DA also stated that next month would decrease significantly due to decrease availability, and

staffing decreasing overall. Water was reviewed as well as internet where DA stated those costs will decrease as season shifts and watering schedule shifts as well as paying off equipment for the internet.

3. SUBJECT: Bank Account Information (all accounts)

RECOMMENDATION: That the Board accept the report.

4. SUBJECT: Remote City Council Meetings Under New Brown Act Requirements (AB 361).

RECOMMENDATION: It is recommended that it adopt Resolution No. 2022-13 Reauthorizing Remote Teleconference Public Meetings by the Board of in Accordance with Assembly Bill 361.

**1st: Joseph Perez**

**2nd: Esmeralda Zamora**

**Roll Call Vote: EZ: Yes, RG: Yes, JP: Yes, MR: Yes, LG: Yes**

**E. UNFINISHED BUSINESS**

NONE

**F. DISTRICT ADMINISTRATOR'S REPORT**

Informational report on COVID 19, Swimming Pool Project, Prop 68 Project, City of Fresno Annexation, and other information.

DA reviewed some key points in each item. Swimming Pool project was discussed with questions from Director Garcia about a timeline for the start of construction. Legal Counsel Montoy stated they are awaiting the permit to change over and finalizing RFP through her consultant. She stated that this project has a stigma to it where many people would not like to assist with the completion of the project. Prop 68 was discussed with Director Garcia asking if the timeline is consistent with overall updates, DA stated it was on timeline with a start date estimated by the design group between February-April of 2023. Director Perez also stated that the concession stand needs more attention from the Prop 68 funds, but understands that all designs are completed with no room for alterations. City of Fresno annexation was presented by DA and stated that Mayor Dyer will be present at the next meeting.

**G. NEW BUSINESS**

1. SUBJECT: Procedures for Contracts

RECOMMENDATION:

That the Board receive report on procedures for contracts, discuss, and

provide direction if any.

**Legal Counsel Montoy discussed the current contract policy for Director Perez and all other Directors. She went into detail about the policy and answered any questions, none were presented by Board.**

#### **H. Director Communications/Agenda Items**

*This portion of the meeting is reserved for the Directors (i) to make brief reports on boards, committees, and other public agencies, and at public events, (ii) to initiate new matters and to request updates, (iii) and to initiate new agenda items. Under this section the Board may take action only on items specifically agendized and which meet other requirements for actions.*

1. SUBJECT: Perimeter Fencing Repairs  
(Request initiated by Director Rosales)

**RECOMMENDATION:**

Approve bid from MAS Unlimited in the amount of \$2,294.61 and authorize District Administrator to execute documents.

**1<sup>st</sup>: Joseph Perez**

**2<sup>nd</sup>: Laura Garcia**

**Roll Call: EZ: Yes, RG: Yes, JP: Yes, MR: Yes, LG: Yes**

2. SUBJECT: Review of Current District Vendors and Charges.  
(Request initiated by Director Perez)

**RECOMMENDATION:**

That the Board receive report on current District Vendors, discuss, provide direction, if any.

**Direction was given by Board to create a document that showcases the rent increases by how many days of the week each vendor utilizes District property for their own establishments. It was suggested that the increases follow a distinct scale and easy to follow. An example was provided by Director Perez with the following recommendations: 2 days/week at \$200, 3 days/week at \$300, etc..DA stated he is going to draft document for next board meeting.**

#### **H. CLOSED SESSION**

1. Public Employee Performance Evaluation  
Government Code Section 54957  
Title: District Administrator
2. Conference with Labor Negotiators  
Government Code Section 54957.6  
Agency Designated Representatives: Board Member Mary Rosales and Chair

Esmeralda Zamora  
Unrepresented Employee: District Administrator

**I. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION, IF ANY**

**No action to report**

**J. ADJOURNMENT**  
**Adjourn at 7:37pm.**

Generally, agenda packets and other public documents are available for inspection by the public at the District Office located at 4545 E. Church Avenue, Fresno, CA. However, due to current COVID-19 emergency, the office is partially open. You may request meeting agendas by email, you can ask to be added to the mailing list by calling (559) 264-6867 or send your request by email to [info@calwarecreation.org](mailto:info@calwarecreation.org). The agenda packet is posted at [www.calwarecreation.org](http://www.calwarecreation.org).

**NEXT REGULAR MEETING:                    October 18, 2022**

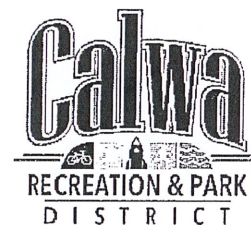
**Certification of Posting**

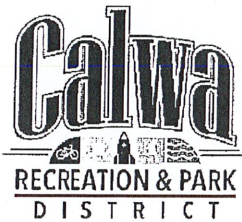
State of California  
County of Fresno  
Calwa Recreation and Park District

I declare under penalty of perjury that I am employed by the Calwa Recreation and Park District and that I posted this Agenda on the bulletin board in the Calwa Recreation District Office, on the front door window of the District Office, and on the website at [www.calwarecreation.org](http://www.calwarecreation.org) on October 6, 2022.

*Adam J. Ramos*

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For the Meeting of: 10/18/2022  
Agenda Item No.: E-2

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Bank Account Information (all accounts)

**RECOMMENDATION:**

That the Board receive report on District finances for all accounts for the month of September.

**SUMMARY:**

District maintains three accounts: payroll, revenue, and county. Transparency for all accounts and all transactions are provided in this report.

**REASON FOR RECOMMENDATION:**

Inform Board on current District finances for all accounts.

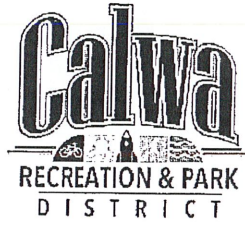
**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

Attachments:

- Fresno County Account Document
- Reconciliation of PR and REV Accounts
- Detailed Report of PR and REV Accounts
- Detailed Report of Expenses and Revenue for the Month of September





For the Meeting of: 10/18/22  
Agenda Item No.: E-2

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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Account	Total
Fresno County	\$655,903.45
BOW REV	\$34,855.58
BOW PR	\$8,077.30
RESTRICTED FUNDS (POOL DONATED FUNDS)	-\$93,771.49
<b>TOTALS</b>	<b>\$605,064.84</b>

**Calwa Recreation and Park District**  
**Reconciliation Detail**  
 Fresno County BANK Account, Period Ending 09/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						653,026.00
Cleared Transactions						
Deposits and Credits - 4 items						
Deposit	09/01/2022		CALWA RECREATI...	X	0.00	0.00
Check	10/04/2022		CALWA RECREATI...	X	0.00	0.00
Check	10/04/2022		CALWA RECREATI...	X	0.00	0.00
General Journal	10/06/2022			X	2,877.45	2,877.45
Total Deposits and Credits					<u>2,877.45</u>	<u>2,877.45</u>
Total Cleared Transactions					<u>2,877.45</u>	<u>2,877.45</u>
Cleared Balance					<u>2,877.45</u>	<u>655,903.45</u>
Register Balance as of 09/30/2022					<u>2,877.45</u>	<u>655,903.45</u>
Ending Balance					<u><u>2,877.45</u></u>	<u><u>655,903.45</u></u>

5:34 PM

10/06/22

**Calwa Recreation and Park District**  
**Reconciliation Summary**  
Fresno County BANK Account, Period Ending 09/30/2022

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	<u>Sep 30, 22</u>
Beginning Balance	653,026.00
Cleared Transactions	
Deposits and Credits - 4 items	<u>2,877.45</u>
Total Cleared Transactions	<u>2,877.45</u>
Cleared Balance	<u><u>655,903.45</u></u>
Register Balance as of 09/30/2022	655,903.45
Ending Balance	655,903.45

Journal Dates 09/01/2022 through 09/30/2022

Run Time 08:25:06

Fund: Calwa Park And Recreation Dist SUBCLASS: 10000 ACCOUNT:   
 Journal Date Jnl Src Jnl ID Header Description Line Ref Debit Amount Credit Amount

Journal Date	Jnl Src	Jnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
Sub class: General Subclass						
Account: Beginning Balance						
09/13/2022	ALO		4th QTR-2nd INT DISTB	653,026.00		
09/27/2022	AUD		23-Current Secured Supplem CSS 2		2,382.07	
09/27/2022	AUD		23 - JULY CURRENT SECURED CSS 1		336.51	
			Cash In Treasury		158.87	
			Ending Balance		2,877.45	0.00
Account: 655,903.45						
Interest Receivable						
09/13/2022	ALO		4th QTR-2nd INT DISTB ACCR	2,382.07		
			Ending Balance		0.00	2,382.07
Account: 2,382.07						
Suppl-Current Secured						
09/27/2022	AUD		23-Current Secured Supplem CSS 2	-1,515.80		
09/27/2022	AUD		23 - JULY CURRENT SECURED CSS 1			336.51
			Suppl-Current Secured		158.87	
			Ending Balance		495.38	
Account: -2,011.18						
Interest						
09/13/2022	ALO		4th QTR-2nd INT DISTB	0.00		
09/13/2022	ALO		4th QTR-2nd INT DISTB ACCR		2,382.07	
			Interest		2,382.07	
			Ending Balance			2,382.07
Account: 5,259.52						
Subclass Total						
Fund Total						
Account: 5,259.52						

Report ID: [REDACTED]  
 Program: C

PeopleSoft  
 MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 1  
 Run Date 10/05/2022

Run Time 08:25:06

Fund: [REDACTED]  
 Calwa Park And Recreation Dist  
 Subclass: 10000  
 General Subclass

Fiscal Year 2023  
 Through Period 3

Beginning Balance  
 Debit Accts      Credit Accts  
 Year-to-Date Transaction  
 Debits                      Credits

Current Balances  
 Debits Accts      Credit Accts

Cash In Treasury	800,742.87	0.00	0.00	144,839.42	655,903.45	0.00
Interest Receivable	2,574.21	0.00	0.00	2,574.21	0.00	0.00
Due To Other Governmental	0.00	0.00	0.00	0.00	0.00	0.00
Fiduciary Closing	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance - Unassigned	0.00	1,619,309.92	0.00	0.00	0.00	1,619,309.92
Suppl-Current Secured	0.00	2,686,110.33	0.00	0.00	0.00	2,686,110.33
Property Taxes-Curr Unsec	0.00	-3,502,103.17	150,000.00	0.00	0.00	-3,652,103.17
Interest	0.00	0.00	0.00	2,011.18	0.00	2,011.18
	0.00	0.00	0.00	575.19	0.00	575.19
SUB CLASS TOTAL	803,317.08	803,317.08	150,000.00	150,000.00	655,903.45	655,903.45

End of Report

Report ID  
Program:

PeopleSoft  
MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 2  
Run Date 10/05/2022

Fund:  
Calwa Park And Recreation Dist  
Subclass:  
General Subclass

Beginning Balance  
Debit Accts

Year-to-Date Transaction  
Debits

Current Balances  
Debits Accts

Run Time 08:25:06

803,317.08	803,317.08	150,000.00	150,000.00	655,903.45	655,903.45
GRAND TOTALS					

End of Report

11:07 AM

10/03/22

**Calwa Recreation and Park District**  
**Reconciliation Summary**  
Bank of the West Payroll, Period Ending 09/30/2022

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	<u>Sep 30, 22</u>
Beginning Balance	6,384.51
Cleared Transactions	
Checks and Payments - 9 items	-15,337.03
Deposits and Credits - 2 items	25,000.00
	<u>9,662.97</u>
Total Cleared Transactions	
Cleared Balance	<u>16,047.48</u>
Register Balance as of 09/30/2022	16,047.48
Ending Balance	16,047.48

**Calwa Recreation and Park District**  
**Reconciliation Detail**  
**Bank of the West Payroll, Period Ending 09/30/2022**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						6,384.51
<b>Cleared Transactions</b>						
<b>Checks and Payments - 9 items</b>						
Check	09/07/2022		Ulysses S. Grant	X	-615.13	-615.13
Check	09/09/2022		ADP	X	-87.34	-702.47
Check	09/13/2022		ADP	X	-5,314.18	-6,016.65
Check	09/13/2022		ADP	X	-1,277.02	-7,293.67
Check	09/19/2022		Ulysses S. Grant	X	-585.47	-7,879.14
Check	09/23/2022		ADP	X	-85.68	-7,964.82
Check	09/27/2022		ADP	X	-5,207.68	-13,172.50
Check	09/27/2022		ADP	X	-1,430.84	-14,603.34
Check	09/30/2022		Ulysses S. Grant	X	-733.69	-15,337.03
<b>Total Checks and Payments</b>					-15,337.03	-15,337.03
<b>Deposits and Credits - 2 items</b>						
Check	08/29/2022		Payroll Transfer	X	5,000.00	5,000.00
Deposit	09/22/2022		Payroll Transfer	X	20,000.00	25,000.00
<b>Total Deposits and Credits</b>					25,000.00	25,000.00
<b>Total Cleared Transactions</b>					9,662.97	9,662.97
<b>Cleared Balance</b>					9,662.97	16,047.48
<b>Register Balance as of 09/30/2022</b>					9,662.97	16,047.48
<b>Ending Balance</b>					<u>9,662.97</u>	<u>16,047.48</u>



Date	Check No.	Description	Category	Sub Category	Type	Memo	Debit	Credit	Balance
9/30/2022		CHECK	Uncategorized	Uncategorized	CHECK	UG EE SAL	-733.69		\$16,047.48
9/27/2022		DIRECTDEBIT ADP WAGE PAY 092722 934424129436JIG CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-5207.68		\$16,781.17
9/27/2022		DIRECTDEBIT ADP Tax ADP Tax 092722 RRJIG 092720A01 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-1430.84		\$21,988.85
9/23/2022		DIRECTDEBIT ADP PAYROLL FEES ADP - FEES 092322 2RJIG 9058000 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-85.68		\$23,419.69
9/22/2022		XFER FROM CHECKING ACCT # 070-584388 - IN PERSON	Uncategorized	Uncategorized	XFER			20000	\$23,505.37
9/19/2022		CHECK	Uncategorized	Uncategorized	CHECK	UG EE SAL	-585.47		\$3,505.37
9/13/2022		DIRECTDEBIT ADP WAGE PAY 091322 692068390872JIG CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-5314.18		\$4,090.84
9/13/2022		DIRECTDEBIT ADP Tax ADP Tax 091322 RRJIG 091219A01 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-1277.02		\$9,405.02
9/9/2022		DIRECTDEBIT ADP PAYROLL FEES ADP - FEES 090922 2RJIG 3273053 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-87.34		\$10,682.04
9/7/2022		CHECK	Uncategorized	Uncategorized	CHECK	UG EE SAL	-615.13		\$10,769.38

Date	Check No.	Description	Category	Sub Category	Type	Memo	Debit	Credit	Balance
9/30/2022		POS SQ. *REGIME REPUBLIC 877-417-4551 CA ON 220930 #6024	Uncategorized	Uncategorized	POS	UNIFORMS	-133.7		\$33,903.16
9/30/2022		POS AMAZON PRIME*141GX5LMO AMZN.COM/BILL WA ON 220930 #6024	Business & Office	Advertising	POS	MEMBERSHIPS	-16.19		\$34,036.86
9/29/2022		DIRECTDEBIT SPECIAL DISTRICT ONLINE PMT 092922 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-1223.81		\$34,053.05
9/29/2022		DIRECTDEBIT MONTOY LAW CORPO ONLINE PMT 092922 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-1215		\$35,276.86
9/28/2022		POS UNIFIRST CORPORATION 978-658-8888 MA ON 220928 #6024	Uncategorized	Uncategorized	DEP			3770	\$36,491.86
9/27/2022	9	CHECK #9130	Uncategorized	Uncategorized	POS		-186.4		\$32,721.86
9/27/2022		POS ZOOM.US 888-799-9666 SAN JOSE CA ON 220927 #6024	Uncategorized	Uncategorized	CHECK	WATER	-4837.5		\$32,908.26
9/27/2022		POS ADOBE INC 8008336687 CA ON 220927 #6024	Bills & Utilities	Telephone	POS		-14.99		\$37,745.76
9/26/2022		POS 598395 AMIGOS FOOD MA FRESNO CA ##6024	Uncategorized	Uncategorized	POS		-14.99		\$37,760.75
9/26/2022		POS 307766 TARGET T- 6655 No Fresno CA ##6024	Household	Groceries	POS		-6.99		\$37,775.74
9/26/2022		POS 670675 AMAZON.COM*1U6 SEATTLE WA ##6024	Household	Groceries	POS		-85.13		\$37,782.73
9/26/2022		POS 857670 AMAZON.COM*1U7 SEATTLE WA ##6024	Bills & Utilities	Internet	POS		-45.46		\$37,867.86
9/23/2022		POS 333942 QUIK WAY FRESNO CA ##6024	Uncategorized	Uncategorized	POS		-32.39		\$37,913.32
9/23/2022		POS CANVA* 103552-1529405 CAMDEN DE ON 220923 #6024	Auto & Transportation	Maintenance & Repair	CHECK	HALL REFUND	-200		\$37,945.71
9/22/2022		XFER TO CHECKING ACCT # 097-005854 - IN PERSON	Entertainment	Recreation	POS		-12.99		\$38,165.71
9/21/2022		POS ATT*CONS PHONE PMT 800-288-2020 TX ON 220921 #6024	Uncategorized	Uncategorized	XFER	PAYROLL TRANSFER	-20000		\$38,178.70
9/20/2022		POS 127548 FOODSCO FUEL # FRESNO CA ##6024	Bills & Utilities	Telephone	POS		-102.12		\$38,178.70
9/19/2022		DIRECTDEBIT LEASE DIRECT WEB PAY 091622 77148255 CCD	Auto & Transportation	Gas	POS		-248.15		\$58,280.82
9/16/2022		POS THE MOWERS EDGE FRESNO CA ON 220916 #6024	Uncategorized	Uncategorized	POS		-120.01		\$58,528.97
9/15/2022		DIRECTDEBIT JEFF PEEFFER ONLINE PMT 091522 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-1955.72		\$58,648.98
9/14/2022		DEBIT PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE	Uncategorized	Uncategorized	DIRECTDEBIT		-118.54		\$60,604.70
9/14/2022		POS CALIFORNIA SPECIAL DIS SACRAMENTO CA ON 220914 #6024	Uncategorized	Uncategorized	DEBIT		-550		\$60,723.24
9/14/2022		CREDIT VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE	Charitable Giving	Charitable Organization	POS	PROFESSIONAL DEVELOPMENT	-25		\$61,273.24
9/13/2022		DIRECTDEBIT PGANDE WEB ONLINE 091322 28517899091222 WEB S	Uncategorized	Uncategorized	CREDIT		-103		\$61,401.24
9/13/2022		CHECK #9130	Bills & Utilities	Gas & Electric	DIRECTDEBIT		-3912.84		\$61,376.24
9/13/2022		CHECK #9130	Uncategorized	Uncategorized	CHECK	WINDOW REPAIR FINAL PAYOUT	-350		\$65,289.08
9/13/2022		POS 880817 WAL-MART #2001 FRESNO CA ##6024	Household	Groceries	CHECK	HALL REFUND	-200		\$65,639.08
9/13/2022		POS 235230 BIG 5 SPORTING 14 FRESNO CA ##6024	Household	Groceries	POS		-38.81		\$65,839.08
9/13/2022		POS 003669 TARGET T- 3150 W Fresno CA ##6024	Entertainment	Recreation	POS	BAKSETBALL CONES PUMP	-43.86		\$65,877.89
9/13/2022		POS 296656 Wal-Mart Super FRESNO CA ##6024	Household	Groceries	POS	BASKETBALLS	-21.65		\$65,921.75
9/12/2022		CHECK #9130	Uncategorized	Uncategorized	POS	BASKETBALLS	-101.56		\$65,943.40
9/12/2022		CHECK #9130	Uncategorized	Uncategorized	CHECK	ARMANDO FINAL PAYOUT	-342		\$66,044.96
9/12/2022		CHECK #9130	Uncategorized	Uncategorized	CHECK	SHERWIN WILLIAMS-R&M	-103.01		\$66,386.96
9/12/2022		POS 155694 AMAZON.COM*1F1 SEATTLE WA ##6024	Bills & Utilities	Internet	CHECK	EVENTS-TEENT RENTAL	-320		\$66,489.97
9/12/2022		POS ALLBRIEN THE BAREFOO FRESNO CA ON 220911 #6024	Household	Home Improvement	POS		-27.08		\$66,809.97
9/12/2022		POS STARLINK INTERNET 310-6828100 CA ON 220911 #6024	Bills & Utilities	Cable & Satellite TV	POS		-187		\$66,837.05
9/9/2022		POS IN *LIVE SCAN FRESNO F FRESNO CA ON 220909 #6024	Uncategorized	Uncategorized	POS		-110		\$67,024.05
9/8/2022		DIRECTDEBIT VERIZON ONLINE PMT 090822 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-86.28		\$67,134.05
9/8/2022		DIRECTDEBIT THE HOME DEPOT R ONLINE PMT 090822 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-74.75		\$67,154.05
9/8/2022		CHECK #9130	Uncategorized	Uncategorized	DIRECTDEBIT		-100		\$67,240.33
9/8/2022		POS 095296 CHEVRON/FAST N FRESNO CA ##6024	Auto & Transportation	Maintenance & Repair	CHECK	WINDOW REPAIR-R&M	-4.01		\$67,315.08
9/7/2022		POS 000006 AMAZON.COM*1V1 SEATTLE WA ##6024	Bills & Utilities	Internet	POS		-20.58		\$67,419.09
9/6/2022		DIRECTDEBIT TERMINAL CHECKS 090222 220902000002 PPD S	Uncategorized	Uncategorized	DIRECTDEBIT		-60		\$67,439.67
9/6/2022		POS 551537 WALGREENS 6010 N FRESNO CA ##6024	Healthcare & Medical	Pharmacy & Prescriptions	POS		-23.79		\$67,499.67
9/6/2022		POS 220601 THE HOME DEPOT #0 FRESNO CA ##6024	Household	Home Improvement	POS		-23.37		\$67,523.46
9/6/2022		POS 100740 TARGET T- 6655 No Fresno CA ##6024	Household	Groceries	POS		-53.71		\$67,546.83
9/6/2022		POS AMERIGUARD SEC. SYSTEM FRESNO CA ON 220905 #6024	Household	Home Improvement	POS		-51.99		\$67,600.54
9/2/2022		DIRECTDEBIT MIDVALE DISP REFUSE SVC 090222 15675500 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-272.8		\$67,652.53
9/2/2022		DIRECTDEBIT LEASE DIRECT WEB PAY 090222 77175342 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-146.82		\$67,925.33
9/1/2022		DIRECTDEBIT GETSTREAMLINE.CO GETSTREAML 090222 ST-A4D1K654J7W8 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-75		\$68,072.15
9/1/2022		DEP	Uncategorized	Uncategorized	DEP			50000	\$68,147.15

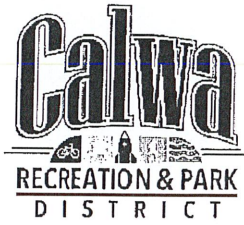
FINAL CRPD: BUDGET FY 22/23	22-Aug
<b>Employee Cost</b>	
Employee Salaries	\$ 17,000.00
	<b>\$ 12,798.15</b>
Payroll Taxes	\$ 1,500.00
	<b>\$ 1,918.92</b>
Payroll Fees	\$ 170.00
	<b>\$ 173.02</b>
Director Stipends	\$ 500.00
	<b>\$ -</b>
Workers Compensation	\$ -
	<b>\$ -</b>
HR Services	\$ 100.00
	<b>\$ 20.00</b>
<b>Total Act:</b>	<b>\$ 14,910.09</b>
<b>Total Est:</b>	<b>\$ 19,270.00</b>
DIFFERENCE	<b>\$ 4,359.91</b>
<b>Expenses</b>	
Audit	
Cleaning Supplies	\$ 500.00
	<b>0</b>
District Counsel	\$ 900.00
	<b>1215</b>
District Board Elections	
Electricity	\$ 2,500.00
	<b>3912.84</b>
Electrical Field Lighting Loan	\$ 1,955.72
	<b>1955.72</b>
Equipment Fuel	\$ 125.00
	<b>120.01</b>
Event Costs	\$ 200.00
	<b>53.71</b>
Fresno Co. Service Fees	
Liability Insurance	\$ -
	<b>1223.81</b>
Internet	\$185.00
	<b>212.12</b>
Landline Phone	\$ 185.00
	<b>248.15</b>
Mobile Phone	\$ 130.00
	<b>86.28</b>
Memberships	
Mileage	\$ -
Office Equipment (printer lease/services)	\$ 145.00
	<b>146.82</b>
Office Supplies	\$ 150.00
	<b>156.58</b>
Professional Development	\$ -
	<b>103</b>
Recreation Programs	\$ 300.00
	<b>216.88</b>
Repairs & Maintance	\$ 5,000.00
	<b>1984.62</b>
Security	\$ 500.00
	<b>0</b>
Security Monitoring System (Ameriguard)	\$ 52.00
	<b>51.99</b>
Technology Services	\$ 105.00
	<b>134.16</b>
Website/Social Media Protection Services	\$ -

Favorable

SEP-22 Income	
<b>District Income</b>	
Zumba Rent	\$ 520.00
Karate Rent	\$150.00
Recycle Rent	\$600.00
Concession Rent	\$600.00
Hall Rentals	\$600.00
Field Rentals	\$0.00
Boxing Rent	\$180.00
Events	\$1,000.00
Picnic Rentals	\$ 120.00
TOTALS	\$ 3,770.00

Trash Disposal	\$ 278.00
	<b>272.8</b>
Water	\$ 5,500.00
	<b>4837.5</b>
Swimming Pool Maintanance	\$ 3,000.00
	<b>0</b>
TOTAL EST	\$ 21,710.72
TOTAL ACTUALS	<b>\$ 16,931.99</b>
DIFFERENCE	<b>\$ 4,778.73</b>

Favorable



For the Meeting of: 10/18/2022  
Agenda Item No.: E-3

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Remote City Council Meetings Under New Brown Act Requirements (AB 361).

**RECOMMENDATION:**

It is recommended that it adopt Resolution No. 2022-15 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors in accordance with Assembly Bill 361.

**SUMMARY:**

**REASON FOR RECOMMENDATION:**

Permits District to continue to use teleconferencing during board meetings.

**FISCAL IMPACT:**

Fiscal impact is the cost to use teleconferencing technology at \$14.99 per month. These services are budgeted through FY 22-23.

Attachments:

- Resolution No. 2022-15.

**RESOLUTION NO. 2022 -15**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE BOARD OF DIRECTORS IN ACCORDANCE WITH ASSEMBLY BILL 361**

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom declared a statewide emergency arising from the coronavirus (COVID-19) that remains in effect; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act pertaining to teleconferenced meetings; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 which indicated that Executive Order N-29-20's authorization for holding virtual meetings would expire on September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 (Rivas) as urgency legislation effective immediately, which provides that legislative bodies may continue to meet remotely during a declared State of Emergency subject to certain conditions; and

**WHEREAS**, the Board of Directors of the Calwa Recreation and Park District adopted a proclamation of a local emergency related to the COVID-19 virus on March 16, 2020; and

**WHEREAS**, the Calwa Recreation and Park District ("District") is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the Board of; and

**WHEREAS**, all meetings of the Board of Directors are open and public as required by the Ralph M. Brown Act, Government Code Sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

**WHEREAS**, Government Section 54953(b)(3) of the Brown Act allows a local legislative body to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body, as long as the following requirements are met:

1. Each teleconference location from which a member is participating is noticed on the agenda;
2. Each teleconference location is accessible to the public;
3. Members of the public must be able to address the body at each teleconference location;
4. At least one member of the legislative body must be physically present at the location specified in the meeting agenda; and

5. During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the local body's territorial jurisdiction; and

**WHEREAS**, the Brown Act, as amended by AB 361 (2021), at Government Code Section 54953(e) *et seq.*, allows for remote observation and participation in meetings by members of a legislative body and members of the public without compliance with the requirements of Government Code Section 54953(b)(3), subject to certain conditions; and

**WHEREAS**, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the District, caused by conditions as described in Government Code Section 8558; and

**WHEREAS**, the Governor's Proclamation of a State of Emergency includes area within the jurisdictional boundaries of the District; and

**WHEREAS**, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when Board of Directors has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of Board of Directors to meet safely in person; and
2. The State of California and the County of Fresno continue to recommend measures to promote social distancing.

**WHEREAS**, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

**WHEREAS**, such conditions now exist in the District in that (i) State and Local officials recommend social distancing measures and (ii) emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees; and

**WHEREAS**, the Board of Directors affirms that it will allow for observation and participation by Board Members and the public via Zoom or other video conferencing in an effort to protect the constitutional and statutory rights of all attendees; and

**WHEREAS**, Government Code Section 54953(e)(3) requires that the Board of Directors review the need and make findings for continuing the teleconferencing as authorized by AB 361 at least once every thirty days until the Governor terminates the state of emergency; and

**WHEREAS**, the Board wishes to affirm the need and findings necessary for continuing the teleconferencing as authorized by AB 361.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT HEREBY RESOLVES AS FOLLOWS:**

Section 1. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. The Board of Directors finds that the state of emergency conditions related to COVID-19 as set forth in the Governor’s and District’s Proclamations of Emergency and are on-going.

Section 3. The Board of Directors further finds that state and county official recommend social distancing conditions causing imminent risk to attendees as described above exist and that the existing COVID variants are creating serious health and safety conditions.

Section 4. The Board of Directors hereby recognizes and affirms the existence and conditions of a state of emergency in the Calwa Recreation and Park District as proclaimed by the Governor and the Board of Directors and affirms, authorizes, and proclaims the existence of a local emergency throughout the District.

Section 5. The Board of Directors finds that the state of emergency as a result of COVID-19 continues to directly impact the ability of members of the Board of Directors to meet safely in person and such fact creates an imminent health risk to such members.

Section 6. The Board of Directors hereby authorizes the Board of Directors of the District to conduct their meetings without compliance with Government Code Section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code Section 54953(e) *et seq.*

Section 7. The Board President and Clerk of the Board are authorized and directed to take all actions reasonably necessary to carry out the intent and purpose of this Resolution, including, conducting open and public meetings remotely in accordance with Government Code Section 54953(e) *et seq.*, and other applicable provisions of the Brown Act, for all Board of Directors meetings of the District.

Section 8. This Resolution shall take effect on October 18, 2022, and shall be effective for thirty days or until such time as the Board of Directors adopts a Subsequent Resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board of Directors and all District legislative bodies may continue to meet remotely, without compliance with Government Code Section 54953(b)(3), but otherwise as permitted by Government Code Section 54953(e) *et seq.*

\* \* \* \* \*



**CERTIFICATION**

The foregoing Resolution No. 2022-15 was adopted at a special meeting on October 18, 2022, by the following vote:

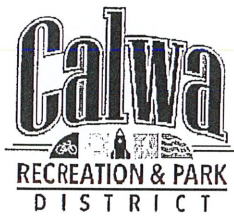
AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENCES: \_\_\_\_\_

\_\_\_\_\_  
Secretary of the Board of Directors



**CALWA RECREATION & PARK DISTRICT  
 REPORT TO THE BOARD**

---

**TO:** Board of Directors  
**FROM:** Adam J. Ramos, District Administrator  
**SUBJECT:** Approve Current District Vendors and Charges.

**RECOMMENDATION:**

That the Board receive report on current District vendors and approve charges.

**SUMMARY:**

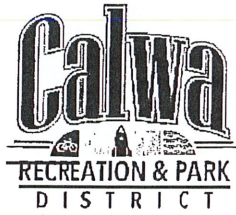
District hosts several individuals, organizations, businesses, and volunteers who provide a service to the community. We currently are contracted with the list below with all of their contracts expiring in the end of October, except for concessions and recycle their contracts expire November 16<sup>th</sup>, 2022.

Vendor	Business Type	Current Monthly Charges	Use Frequency
Concessions/Restaurant	Mexican Food Restaurant	\$600.00 plus utilities	Mon-Sun
Calwa Recycling	Recycle Center	\$600.00	Mon-Sat
Erika Lopez	Zumba Instructor	\$10/day/class	Mon-Fri
Johanna Albaniz	Zumba Instructor	\$10/day/class	Mon-Thurs
Elias Blajos	Calwa Boxing Club	\$180/month	Mon-Thurs
Frank Cruz	Karate	\$180/month	Wed, Sat
<b>TOTALS</b>	<b>NA</b>	<b>\$2037/month</b>	<b>NA</b>

\*Flag football excluded since their contract was approved but they withdrew interest after lack of registration.

DA hosted a meeting with vendors to inform on changes to agreements and that agreements will need renewal.

DA was given direction on what would be the new charges per month for each vendor per the last meeting. The direction by Board was to create a one-time template of monthly rent costs to the vendors. This document has been provided on Page 3 of this report. The costs have remained low for rent for the purpose of NOT having those costs put onto our community members who use the services, but vendors are aware that rent will increase.



**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**PROPOSED NEW RENT INCREASES**

Vendor	Business Type	New Monthly Charges	Use Frequency
Concessions/Restaurant	Mexican Food Restaurant	\$675.00 plus utilities	7 days a week
Calwa Recycling	Recycle Center	\$700.00	7 days a week
Erika Lopez	Zumba Instructor	\$250/month/class	4 days a week
Johanna Albaniz	Zumba Instructor	\$250/month/Class I \$125/month/Class II	4 days a week PM 5 days a week AM
Elias Blajos	Calwa Boxing Club	\$275/month	3 days a week Storage and Two Room Access
Frank Cruz	Karate	\$150/month	2 days a week
<b>TOTALS</b>	<b>NA</b>	<b>\$2,425/month</b>	<b>NA</b>

**REASON FOR RECOMMENDATION:**

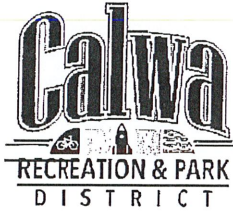
Vendor contracts are expiring and will need to renew in November of 2022, rent increase will assist District with overhead costs.

**FISCAL IMPACT:**

Rent increases will result in the District adding \$388 to monthly revenue and \$4,656 annually.

Attachments:

PROPOSED CHARGE SCALE FOR VENDOR HALL USE/REC CENTER USE  
CURRENT CHARGES FOR LAST 3 MONTHS: JULY 22, AUG22, SEP 22.

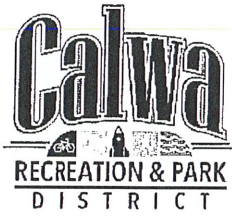


**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**PROPOSED CHARGE SCALE FOR VENDOR HALL USE/REC CENTER USE**

Use Frequency	Monthly Charge
1 day a week	\$100/month
2 days a week	\$150/month
3 days a week	\$200/month
4 days a week	\$250/month
5 days a week	\$300/month

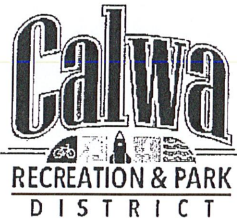


**CALWA RECREATION & PARK DISTRICT  
 REPORT TO THE BOARD**

---

**CURRENT CHARGES FOR LAST 3 MONTHS: JULY 22, AUG 22, SEP 22.**

Vendor	Frequency	Charges month by month for last 3 months	Total for the last 3 months	Average Monthly Charge Total
Johana Zumba 2 classes: AM+PM	AM: Mon-Fri PM: Mon-Thurs 4 days/week	JULY:330 AUG:360 SEP:360	\$1050	\$350
Erika: Zumba 1 class PM	PM: Mon-Thurs 4 days/week	JULY:140 AUG:170 SEP:160	\$470	\$157
Cruz Delgado Karate	AM-Saturday PM-Wednesday 2 days/week	JULY:150 AUG:150 SEP:150	\$450	\$150
Elias Barajos Boxing	PM-Mon-Wed 3 days a week	JULY:180 AUG:180 SEP:180	\$540	\$180
Concessions	7 days a week	JULY:600 AUG:600 SEP:600	\$1800	\$600
Recycling	6 days a week	JULY:600 AUG:600 SEP:600	\$1800	\$600
<b>TOTALS</b>	NA	NA	\$6,110	\$2,037



For the Meeting of: 10/18/2022  
Agenda Item No.: G-1

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:**

Workshop on District Projects, Programming, and Operations Priorities for FY 22-23.

**RECOMMENDATION:**

That Board participates in workshop and provide direction to staff.

**SUMMARY:**

As the District acquires funding from several sources such as ARPA, State Grants, and COVID Relief funding the option for infrastructure development, programming, and operations is here. The Board has presented several requests in the past for several items that they would like to see developed here at Calwa Park, but with those requests come detailed information and costs that need further direction. The focus of this workshop is gathering the opinions and direction of the Board as well as to act as a brainstorming session on where some funds from the District may be used in development of projects, programming, and operations. With a new fiscal year comes new goals and it is the DA's intention to gather as much information as possible to help District meet those goals. The documents provided will be handed out during the workshop.

**REASON FOR RECOMMENDATION:**

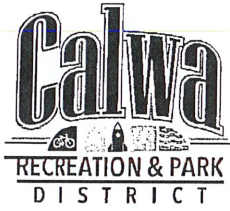
That Board give clear direction, set clear goals, and have the opportunity to request information on projects, programming, and operations for this fiscal year.

**FISCAL IMPACT:**

TBD based on Board feedback.

**Attachments:**

- Presented during Workshop (available upon request post board meeting).



For the Meeting of: 10-18-22

Agenda Item No.:

G-2 \_\_\_\_\_

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**TO:** Board of Directors  
**FROM:** Hilda Cantu Montoy, District Counsel  
**SUBJECT:** Second Amendment to Agreement for Employment of District Administrator

**RECOMMENDATION:**

The Ad Hoc Negotiations Committee recommends approval of the Second Amendment to Agreement for Employment of District Administrator.

**SUMMARY:**

This report has been prepared at the direction of the Ad Hoc Committee comprised of Directors Guerra and Rosales. They have conducted negotiations with the District Administrator regarding his employment agreement pursuant to Board direction.

The Board is asked to consider and determine whether to approve the Second Amendment to Agreement for Employment of District Administrator with Adam Ramos.

**Brown Act Requirement.** Pursuant to the Brown Act, Government Code § 54953 (c) (3), prior to taking action on this item, the Board must verbally announce a summary of the action being considered as set forth below.

**Board Announcement** - If approved, the proposed First Amendment to Agreement for Employment of District Administrator provides as follows:

- Effective September 16, 2022, the Compensation is \$51,000 per year and
- The term of the Agreement is extended to September 15, 2024.

Attachment:

- Second Amendment to Agreement for Employment of District Administrator

**SECOND AMENDMENT TO AGREEMENT  
FOR EMPLOYMENT OF DISTRICT ADMINISTRATOR**

This Second Amendment to Employment Agreement (“Second Amendment”) is made and entered on October 19, 2022, by and between the Calwa Recreation and Park District (“District”) and Adam Ramos (“Employee”).

**RECITALS**

WHEREAS, District and Employee entered an Employment Agreement (“Agreement”) effective September 16, 2020; and

WHEREAS, the parties entered a First Amendment to Agreement on October 13, 2021;  
and

WHEREAS, the Board of Directors conducted a performance evaluation of Employee which resulted in a positive evaluation; and

WHEREAS, District and Employee desire to continue the at will employment relationship and to make certain modifications to the Agreement.

**AGREEMENT**

NOW THEREFORE, in consideration of the foregoing recitals and the mutual promises and covenants herein contained, the parties agree as follows:

**SECTION 1.** Section 3 of the Employment Agreement is amended to read as follows and to repeal prior text in Section 3:

3. Term of Agreement.

This Employment Agreement is extended for a term of two years to September 15, 2024. The term of this Agreement shall be at the will of either party.

**SECTION 2.** Section 5 of the Employment Agreement is amended to read as follows:

5. Compensation.

Effective September 16, 2022, Employee shall be paid an annual base salary of fifty-one thousand dollars (\$51,000.00) per year paid in accordance with the District’s payroll procedures. Per state law, overtime will be paid for working 40 hours in a work week. A work week is Monday through Sunday. Employee shall seek authorization from Chairperson or Board prior to working overtime.



**SECTION 3.** Except as amended by this Second Amendment to Agreement, all other terms in the Employment Agreement shall continue in full force and effect.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year written below.

**CALWA RECREATION AND PARK DISTRICT**

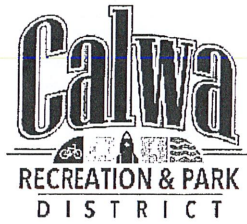
\_\_\_\_\_  
Esmeralda Zamora  
Board Chairperson

Date: \_\_\_\_\_

**EMPLOYEE**

\_\_\_\_\_  
Adam Ramos

Date: \_\_\_\_\_



For the Meeting of: 10/18/2022

Agenda Item No.: H

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Informational Report on COVID-19, Swimming Pool Project, Prop 68 Project, and other information.

**RECOMMENDATION:**

That the Board receive report on District Administrator's Report.

**SUMMARY:**

District Administrator's report will consist of updates regarding COVID-19, Swimming Pool Project, Prop 68 Project, and other relevant information.

**REASON FOR RECOMMENDATION:**

Inform Board on updates regarding COVID-19, Swimming Pool, and Prop 68.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

Attachments:

- Report of standard consistent updates.
- Flyer for Dia De los Muertos Event



## Calwa Recreation and Park District

### DA Park Updates 10/18/2022

#### Events

Trunk or Treat event has started its registration for vendors, resource vendors, and donations. We are anticipating 500 people and will have bounce houses, dry slides, games, food, best dressed, etc. The date for that 10/28/22 which is a Friday. If you or anyone would like to participate or donate, please let me know so we can reserve your spot.

District is partnering with a local non-profit called SIREN (Services, Immigrant Rights & Education Network). We will be working together to host a small-scale community event that centers around the Latin holiday Dia De Los Muertos. They will have dancing, music, food vendors, and other activities for the community. It will be free for the community and all vendors will not pay a registration fee to participate as a vendor. We are charging a "donation" from SIREN of \$500, since this is a partnership, they we are not going to arrange for a Park Rental Agreement. As an organization, they will still provide liability event insurance, restrooms, and security.

#### Board Meeting

The next regular board meeting will take place on November 15, 2022.

#### Programs

*(All programs follow current COVID-19 guidelines).*

**PROGRAM UPDATE:** Basketball Program: will end this week on 10/13/22. DA will consult with the players and families and see if they would like to extend the session and also open registration for new players. This will continue to be a program lead by DA, Program Coordinator Juana, and volunteers.

**PROGRAM UPDATE:** Zumba Kids: has registered 12-15 children for the one-hour program session, it is being led by our Program Coordinator Ms. Torres and Gaby Mon-Wed, we decided to extend the program from 5:30-8:30pm to include all of the Zumba classes that are offered.

**NEW PROGRAM:** Our program coordinator and support staff and volunteers will be leading a Family Pumpkin Carving Party on 10/21/22. Families will need to register, and we will provide each family with a pumpkin, carving kits, and some other fun games and snacks while as a family they participate in this one-day experience. The cost to fund the program will be from the programs budget line which for the month of October is \$400.00, we are projecting the estimated costs for the program will be around \$375.00.

### **Maintenance Updates**

DA is reaching out to irrigation specialist to review and recommend upgrades or repairs to current irrigation systems.

### **Swimming Pool Update**

Previous Board Meetings DA was directed to check in with the City of Fresno regarding the swimming pool. City of Fresno informed DA that the permit is called a Pool Replacement and is in "at risk" status. "At-risk" means that they allowed us to start work before the plans were approved. Corrections to the work plans need to be provided before they can be finalized as well as fees paid.

Louie at C-III has attached his account to this record or permit and there are fees associated with the account that have not been paid, those fees need to be paid, and there are correction notices uploaded to the record. It is common for a General Contractor to apply for the permitting through the City regarding a project, and since he applied using his business name he owns the record/permit to the project. An addendum will need to be filed with the corrections provided, before any of that work can take place those fees need to be paid for. The cost of the fees are \$3,397.47.

C-III has full access to the online portal and can go online and do an addendum through the City of Fresno website and transfer over the ownership to DA and the District. Transfer of ownership can be completed through a simple letter stating that he is transferring the record over to DA or through the FASTER account by adding a contact to existing record link.

DA provided this information to Ari Martinez, and he stated that he was going to reach out to Lou regarding the transfer of ownership of the record. After a follow up, Ari stated that he spoke with Lou and he would transfer the record over through Brenda Rapada, Chief of Staff of Luis Chavez to work with Lou on completing the transfer as of 9/15/22 transfer has not been completed.

DA is awaiting on the updates from volunteer who is drafting RFPs for remaining pool work.

### **Prop 68 Update**

Construction permits are being approved as they come along through the City of Fresno from the WRT Team, they stated they were at 90% progress with City of Fresno permitting. Still hoping to get out to bid this Fall. We further discussed trying to integrate the existing playground area next to the pool with the new park: WRT will look into ways we can add some simple notes on our sheets about better integrating that area. If there's any more guidance you could provide about what connections are needed, what you think is the biggest issues, etc., that would be helpful." DA will provide additional information to the WRT team after the



completion of the October Workshop during this meeting. This will give DA and WRT team a clearer picture on what types of things you would like to see in that area, costs, etc.

### **COVID-19 Update**

Continue to monitor County of Fresno, City of Fresno, and State of CA metrics and suggestions by health departments.

*These are the current important updates from the District and DA.*

# DIA DE LOS MUERTOS

SAVE THE DATE!

FREE  
COVID-19  
VACCINES  
FOR ALL!

PRIZES!

FUN FOR  
KIDS!

LIVE MUSIC!

RAFFLES!

VACUNAS  
DE COVID-19  
PARA TODOS

PREMIOS!

MUSICA EN  
VIVO!

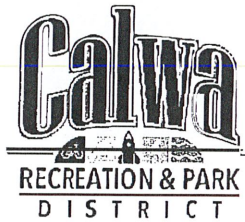
RIFAS!



# COMMUNITY CELEBRATION

SATURDAY NOVEMBER 5 | 2PM-6PM | LOCATION TBD - FRESNO CA

FOR MORE INFORMATION: PHONE (559) 840-0005 EMAIL ACTION@SIRENIMMIGRANTRIGHTS.ORG



For the Meeting of: 10/18/2022  
Agenda Item No.: I-1.

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** District Staffing Updates

**RECOMMENDATION:**

That the Board receive report on District staffing and discuss, provide direction, if any.

**SUMMARY:**

District employees' various personnel for several positions. The District currently has two full time employees and four support staff in the Maintenance and Programs departments. It was requested by a Director to have a detailed list of the current employees. DA included within the report a description of their position, average weekly hours worked, and costs to the District for personnel.

**REASON FOR RECOMMENDATION:**

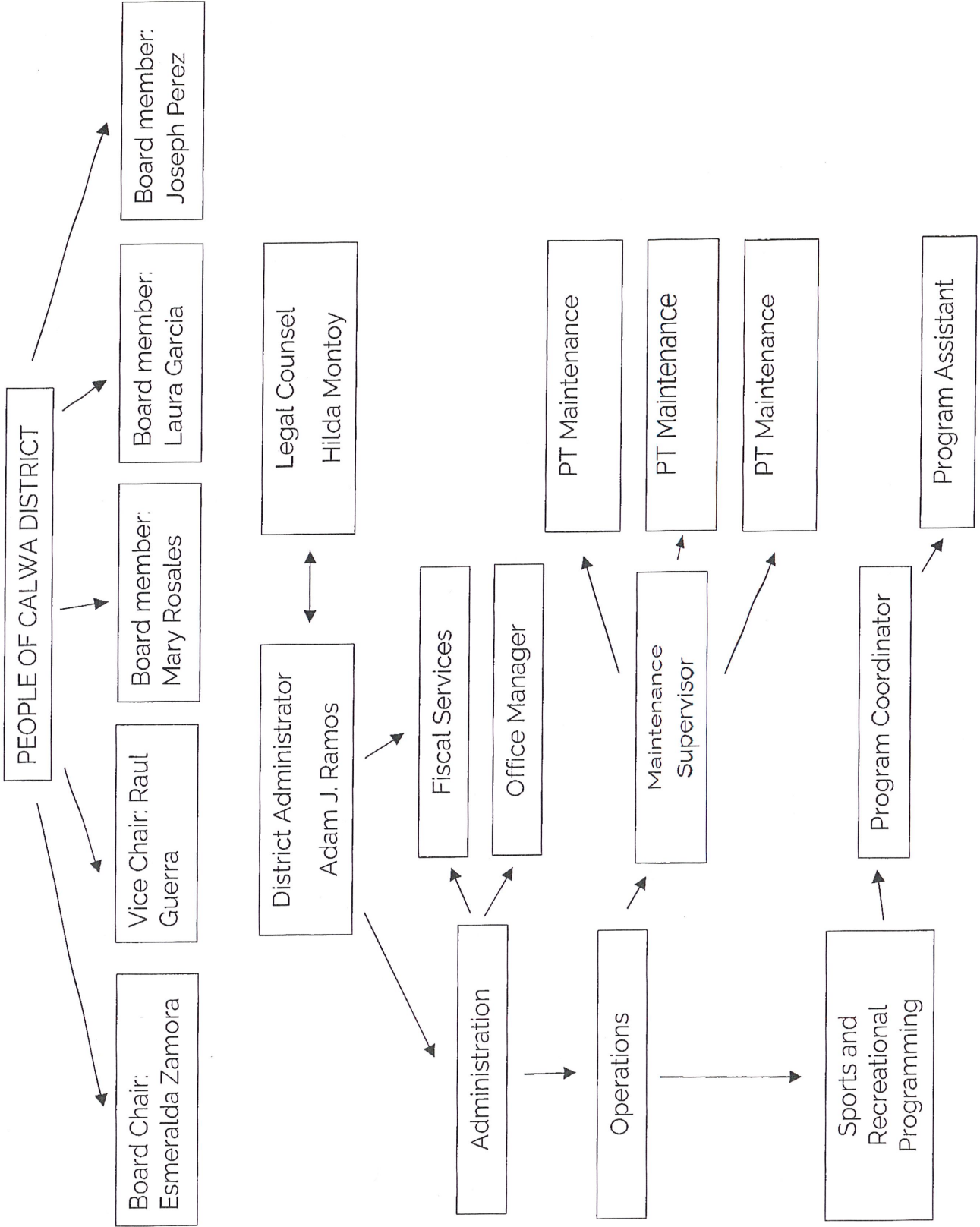
To update Board of Directors on current staff personnel.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

**Attachments:**

- Staff Step Increases for cost to District
- Flow chart of personnel for the District
- Current Staff and Board Directors .





**"Calwa Recreation and Park District"**

**FY 2022/2023**

**BOARD OF DIRECTORS**

Chair-Esmeralda Zamora

Vice Chair-Raul Guerra

Board Member-Mary Rosales

Board Member-Laura Garcia

Board Member-Joseph Perez

**DISTRICT ADMINISTRATOR/BOARD SECRETARY**

Adam J. Ramos

**Full-Time Employees**

VACANT- Office Manager

Daniel Turrubiatez- Maintenance Supervisor

Juana Torres- Programs and Events Coordinator

**Part-Time Employees**

Ulysses S. Grant III- Maintenance

Siade Avalos- Maintenance

Vacant-Maintenance

Gabby Gutierrez- Programs and Events