



## CALWA RECREATION & PARK DISTRICT MEETING AGENDA

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

### BOARD MEETING MINUTES APRIL 17, 2018

Regular Session 6:30 P.M.

CALWA PARK HALL— 4545 E. CHURCH AVE., FRESNO, CALIFORNIA

#### BOARD CHAIRPERSON

Mary L. Rosales

#### DISTRICT ADMINISTRATOR

Felix Ortiz

#### BOARD VICE CHAIR

Raul Guerra, Vice Chair

#### DISTRICT COUNSEL

Hilda Cantt) Montoy

#### BOARD MEMBERS

Jose Luis Sanchez, Board Member

Gabriela Mares, Board Member

Esmeralda Zamora, Board Member

The Calwa Recreation and Park District Board of Directors welcomes you to its meetings and encourages you to participate. This agenda contains a brief general description of each item that will be considered by the Board. All attendees are advised that pagers, cell phones, and any other communication devices should be powered off upon entering the Board meeting.

The Board may consider and act on an agenda item in any order it deems appropriate. Actual timed items may be heard later but not before the time set on agenda. Persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure their presence when the item is called.

#### A. Call to Order and Roll Call

Meeting was called to order at 6:33 P.M. by Board Chairperson Mary L. Rosales and roll call was taking: Board Chairperson: Mary L. Rosales was present, Board Vice Chair: Raul Guerra was present, Board Member: Jose Luis Sanchez was present, Board Member: Gabriela Mares was present, Board Member: Esmeralda Zamora was present.

#### B. Invocation and Flag Salute

Invocation and Flag salute were led by Board Chairperson Mary L. Rosales

#### C. Approval of Agenda

Agenda was approved, and Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Gabriela Mares. 5-0 all in favor and 0-opposed

**D. Ceremonial Matters and Presentations**

Each presentation is limited to five (5) minutes.

None

**E. PUBLIC COMMENT**

Members of the public wishing to address the District on an item that is not on the agenda may do so now. No action will be taken by the Board this evening. But items presented may be referred to the Administrator for follow up and a report. 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.

None

**F. CONSENT CALENDAR** (all items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. For any discussion of an item on the Consent Calendar, it will be enacted at the request of any member of the Board and made a part of the regular agenda.

1. Minutes, March 20, 2018
2. Financials, March 31, 2018

Consent Calendar was approved with the changes pointed out to staff by Board Member Gabriela Mares. Direction about budget was given to Felix about items on budget being able to be shifted within their own areas either the top or bottom half but to transfer from bottom of budget to top an amendment would have to be approved.

Motion was made by Board Vice Chair Raul Guerra, Seconded by Board Chairperson Mary L. Rosales. 5-0 all in favor 0-opposed

## **G. New Business**

1. Discuss Fundraising Events and Permission to use Entire Park-Yo Soy Media, Edna Collins **(A)**

Edna handed out packets to Board Members where she shared advertising that she had put together for Adelante Mujer, she used this event as an example that she could do the same for Calwa Park. In this event though she would put together a small fair where there would be activities, silent auction, bands, outreach to get sponsorships on the program that would be created for the event at Calwa Park. Sponsors would pay for ad in book and would be offered other incentives such as but not limited to having a banner displayed, a lunch etc. First fundraiser event would be held in October, Park would be closed for three days in which Friday would be used to set up rides as well as booths. Saturday the park would be used all day and Sunday would be used until 2:00 P.M. Groups would collect money through ticket sales, no money given upfront. Purpose of event would be to establish programs, build new Rec center as well as to help fund programs. Adelante Mujer made 65,000 it was split 27,000 for each group, cleared revenue for groups involved. They had a silent auction and sold sponsorship ads for their programs event book. Second fundraiser event could be held in April of 2019. Felix's concerns were that the park would be closed for a few days to the Community and that they would be bringing in rides. Edna explained that would bring in rides and then use sponsors, local merchants to fill in carnival, would sell tickets of rented out games. Speakers would be substituted with games. Board Member Jose Luis pointed

out that this was a different audience being targeted then for Adelante Mujer. Edna pointed out she would be tailoring to Calwa community. Chairperson Mary L, Rosales asked Edna how about how she came out to Calwa Park, what has Edna done from January until now for Calwa Park. Edna's response was that donations made have been of food and water. Mary asked if there was a list of items that have been donated to Calwa Park/ Yo Soy! Media. Edna was asked if she had committed volunteers by Chairperson Mary L, Rosales to which she responded No...she reaches out to get them through clubs such as Naomis house, Fresno State, Fresno City they ended up with 30 volunteers. Board Member Gabriela Mares asked Edna what is the message that she is sending out with Calwa Rec? Edna replied that the message was to revitalize Calwa, making it safe out here and provide programs. That an outreach letter would be pointing out items that need to be taken care of, she is advertising on websites and Eventbrite. Board Member Gabriela Mares asked if Calwa was being included in flyers/decisions such as Eventbrite? Edna responded yes and then Board Member Mares shared that there were community members upset about the time for the Easter egg hunt not being clear and that there were too many hands in the pot makes for a mess.

Action: Denied permission to use Entire Park for fundraiser event. Motion was made by Board Member Gabriela Mares and it was Seconded by Board Member Esmeralda Zamora. All in Favor 5-0 and 0- opposed.

2. Information on How Cameras located around Calwa Park are functioning-District Administrator  
Felix shared that cameras are making a difference, people are in shock that we have them. We have seen someone who comes into the park after 9:00 P.M. We have 4 cameras set up and 2 in office so a total of 6 cameras. Cameras do seem to black out so Board Member Jose Luis Sanchez suggested cameras be lowered so we can zoom in and record longer. Chairperson Mary L. Rosales asked if we have signs stating we have cameras on premises, which we don't so we are to get signs. How to proceed with how to approach people that are smoking, or drinking is to ask them nicely to stop and to leave if they don't listen then staff is to come and let Felix know and then cops will be called out. Felix would like to add two more cameras to next budget.
3. Presentation of Preliminary Budget FY 18/19-District Administrator (**Direction to Staff**)  
New budget presented because formulas were wrong on the one presented at last Board Meeting. Grant coming in of 20,000 (two of them) for vehicle leasing financing (vehicle grants). We may have to lower carry over to appropriate money to salaries for this year's budget.  
Direction to Staff: Salaries pay period number of increase for cash flow to show actuality, some months have three pay periods (26.1 pay periods) February/March 15,000 plus-increase salaries make sure to include regular salaries. Workers compensation has gone up was asked by Vice Chair Raul. Felix replied that yes SDRMA is going to be going up to \$3,000. Take a closer look at payroll taxes/salaries for budget next year. True carry over maybe less than expected if there is no big expense that occur in last 3 months. Minimize costs/expenses and have a good estimate on what going to be the carry over.
4. Review of Letter Agreement with Yo Soy! Media Inc. and consider ratification or other direction to staff.  
Hilda explained that it isn't very clear on what Edna does and the 50/50 split. Staff was directed to work on Memorial Day event with Edna in May split any proceeds with her

because she has worked on this event. Board Members don't want Edna representing Calwa Park among the community out of concern that Edna may only want to be building her brand. Board Members have decided that they would like to terminate the letter of understanding Calwa Park has with Yo Soy! Media but will allow for the Memorial Day event to take place and split any profits. No future presentations are to be done in the name of Calwa Park. Board Members stated that Felix had authority to sign checks but no authority to start new partnerships, major rentals especially ones that ask for something different.

Motion was made by Vice Chairperson Raul Guerra and Seconded by Board Member Gabriela Mares all in favor 5-0, 0-opposed.

5. Update on groups volunteering at Calwa Park and direction to staff on use of volunteers.

**(A)**

Felix gave update on Fresno Building Healthy Communities coming out on April 14, 2018 to paint the rocket, picnic shelters, picnic benches, plant flowers and 9 trees. Over 100 volunteers came out to help. Kiwanis also came out and joined in painting of the Calwa Rec Building. The paint was bought by Calwa Park but El Dorado Taqueria (concession stand) will be helping to cover half of the costs. Rocket opening had to be opened so they could paint the interior, but it has now been welded up again.

6. Discuss Art Festival and provide direction to staff on future events. **(A)**

A \$100.00 invoice has been sent to Serena for the paint that was purchased to repaint the interior of the bathrooms due to graffiti during the Art Bizzare event at the end of January of this year. No invoice will be sent to her for the paint that was purchased to repaint the outside of the bathrooms. Serena had no security at her event, it was said that she had three security guards coming out, but they never showed. It was suggested by District Counsel that we have a more detailed contract. Vice Chairperson asked what Serena paid for exactly, she paid \$1000.00 entire park rental, \$250.00 gator use and \$100.00 for paint for the bathrooms. Serena has reached out to Felix about wanting to talk about doing things differently. Felix would like to cosponsor event and make it more kid friendly.

Direction to Staff: To add to contract that security must be present, close the bathrooms and to have a contract of bathrooms be turned into office before date of the event.

7. Agreement with the A Hopeful Encounter and The Fresno Center for event on May 26 and 27, 2018. **(A)**

Board Members don't want Calwa Park to have any proceeds from the A Hopeful Encounter and The Fresno Center event. Want the 50/50 split of proceeds to be removed from agreement. That this event is not meant to make revenue, but we are also not to lose money. Contract is not detailed because it is a different nature of event according to Board Members. Board Member Gabriela Mares suggests that we ask for a site plan to be submitted with contract two weeks before.

Direction to Staff: That in the agreement under section 3 A and B can be take off, Calwa logo should show up in flyers since we are cosponsoring. Make edits of Susan's last name, complete address, phone number and the full names of the other two sponsors.

Motion was made by Board Member Gabriela Mares and Seconded by Jose Luis Sanchez. 5-0 approved and 0-opposed.

## **H. REPORT FROM DISTRICT ADMINISTRATOR**

Memorial Day event on May 28, 2018 we will be having a pancake breakfast that will be free to Veteran's and asking a donation of Non-Veterans. It will be from 9:00 A.M.

to 12:00 P.M. Kiwanis will be making pancakes, look into getting a flag. Asked were are we advertising, we are advertising on Calwa Parks marquee, Facebook and handing out flyers to community

## **I. CLOSED SESSION**

Closed Session pursuant to Government Code Section 54957

Public Employee Performance Evaluation  
Title: District Administrator

No Action was taken

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

## **K. ADJOURNMENT**

Meeting was adjourned at 10:00 P.M.

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. To receive 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).

Any writings or documents provided to a majority of the Board Members less than 72 hours before a regular meeting regarding any item on this agenda will be made

available for public inspection during normal business hours, at District Office and posted on the District wall. The documents will also be made available on the District's website at [www.calwarecreation.org](http://www.calwarecreation.org).

**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 and the front door window of the District Office on April \_\_\_\_\_, 2018.

\_\_\_\_\_  
Signature