



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

BOARD MINUTES MAY 21, 2019

Regular Session 6:30 P.M.

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

BOARD CHAIRPERSON

Raul Guerra

DISTRICT ADMINISTRATOR

Felix Ortiz

BOARD VICE CHAIR

Mary L. Rosales

DISTRICT COUNSEL

Hilda Cantú 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 6:36 p.m. Roll call: Board Chairperson Raul Guerra was present; Board Vice Chair Mary L. Rosales was not present; Board Member Jose Luis Sanchez was present; Board Member Gabriela Mares was present; Board Member Esmeralda Zamora was not present.

B. Invocation and Flag Salute

Board Chairperson led a moment of silence and Flag Salute

C. Approval of Agenda

Agenda was approved, Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Gabriela Mares. 3-0 approved 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, April 16, 2019
2. Minutes, April 30, 2019
3. Financials, April 30, 2019

Balances in account Revenue account \$20,369.05; Payroll account \$25,590.31; County account \$266,346.48.

Consent Calendar was approved Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Gabriela Mares. 3-0 approved and 0-opposed.

G. New Business

1. Update on Calwa Community Meetings for Prop 68 Grant with collaboration with Fresno

Building Healthy Communities (FBHC).

Informational Topic only for Board Members and meeting dates were approved.

2. Adoption of Preliminary Budget FY 19/20 - District Administrator (**Direction to Staff**)

Direction to staff on adoption of preliminary budget FY 19/20 to bring back preliminary budget in June 18, 2019. Add line item to budget for pool project on a separate column as well as to open a separate account at Bank of The West just for "Pool Project". Budget for 2 or 3 months of pool in budget for safety to be prepared. Possibly increase Employee salary budget more due to salary increase. Adopt Preliminary Budget in June. See if Veronica can over see the project financials grants.

H. REPORT FROM DISTRICT ADMINISTRATOR

- 1- Show Down for Hope Saturday May 25th and Sunday May 26th.
- 2- Calwa league Soccer sign ups continue.
- 3- 2 sponsorships for this year's Calwa soccer league.
- 4- June 7th DACA/citizenship pre-screening to be held here at Calwa Park.
- 5- Summer Fun Camp Registrations.
- 6- Felix attended Sal Quintero's press release on your behalf.
- 7- Sal Quintero's next project is to have sidewalk put in on Barton and Florence, as well as to fix Barton street.
- 8- Minervino is supposed to call on Friday to see if he's coming back or not.

I. CLOSED SESSION

None

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

None

K. ADJOURNMENT

Meeting was adjourned at 7:17 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.

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.

Next Meeting: Tuesday, June 18, 2019

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 May _____, 2019.

Signature

Calwa Park FY 17-18 Adopted Budget

	FY 17-18 Adopted Budget												REMAINING			
	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	YTD TOTAL	Dollar	Percentage Left	
Employee Cost																
Employee Salaries	\$ 13,870.00	\$ 13,988.21	\$ 15,233.47	\$ 19,747.22	\$ 14,795.75	\$ 15,258.73	\$ 15,402.88	\$ 13,211.05	\$ 14,102.95	\$ 20,875.00	\$ 15,363.00	\$ 13,816.00	\$ 169,057.83	\$ 193,973.00	\$ 24,915.17	12.84%
Payroll Taxes	\$ 1,892.00	\$ 1,982.00	\$ 2,169.00	\$ 2,832.00	\$ 2,039.00	\$ 2,139.00	\$ 2,266.00	\$ 1,982.00	\$ 2,149.00	\$ 3,000.00	\$ 2,169.00	\$ 1,982.00	\$ 24,530.00	\$ 28,258.00	\$ 3,728.00	17.13%
Payroll Fees	\$ 126.00	\$ 136.00	\$ 146.00	\$ 194.00	\$ 146.00	\$ 156.00	\$ 166.00	\$ 126.00	\$ 146.00	\$ 210.00	\$ 156.00	\$ 126.00	\$ 1,530.00	\$ 1,860.00	\$ 327.00	-20.70%
Director Stipends	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	59.98%
Workers Compensation	\$ 3,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,001.61	\$ 6,500.00	\$ 3,498.39	85.91%
HR miscellaneous	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 1,728.00	\$ 1,728.00	\$ -	58.98%
Total	\$ 15,254.66	\$ 15,150.59	\$ 19,367.20	\$ 21,690.73	\$ 16,473.39	\$ 17,584.84	\$ 16,753.97	\$ 15,131.76	\$ 15,970.51	\$ 22,308.00	\$ 15,156.97	\$ 13,816.00	\$ 190,842.71	\$ 229,639.00	\$ 38,796.29	16.89%
Expenses																
Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Fees	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 264.00	\$ 264.00	\$ -	64.02%
Cleaning Supplies	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 6,000.00	\$ 6,000.00	\$ -	1.81%
District Counsel	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	35.95%
District Board Elections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electricity	\$ 2,400.00	\$ 1,900.00	\$ 2,725.00	\$ 2,100.00	\$ 1,960.00	\$ 2,000.00	\$ 1,800.00	\$ 1,550.00	\$ 2,150.00	\$ 2,187.00	\$ 1,960.00	\$ 2,188.00	\$ 25,520.00	\$ 25,520.00	\$ -	33.77%
Equipment Fuel	\$ 114.00	\$ 150.00	\$ 140.00	\$ 118.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 1,416.00	\$ 1,416.00	\$ -	5.88%
Event Costs	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 1,500.00	\$ 1,500.00	\$ -	104.12%
Fresno Co Service Fees	\$ 1,182.66	\$ 1,753.64	\$ -	\$ 249.94	\$ -	\$ -	\$ -	\$ -	\$ 56.99	\$ 68.52	\$ -	\$ -	\$ 3,061.81	\$ 790.00	\$ (1,561.81)	100.00%
Liability Insurance	\$ 3,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
Internet	\$ 166.00	\$ 170.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 2,000.00	\$ 2,000.00	\$ -	2.95%
Landline Phone	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 1,680.00	\$ 1,680.00	\$ -	47.71%
Mobile Phone	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 1,440.00	\$ 1,440.00	\$ -	14.74%
Memberships	\$ 620.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
Mileage	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 1,000.00	\$ 1,000.00	\$ -	28.48%
Office Equipment	\$ 215.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 2,100.00	\$ 2,100.00	\$ -	100.00%
Office Supplies	\$ 85.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	\$ 1,200.00	\$ -	18.38%
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%
Recreation programs	\$ 210.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 2,500.00	\$ 2,500.00	\$ -	75.00%
Repairs and Maintenance	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 30,000.00	\$ 30,000.00	\$ -	91.20%
Security	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 157.00	\$ 1,884.00	\$ 1,884.00	\$ -	35.97%
Security Monitoring System	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 120.00	\$ 120.00	\$ -	2.99%
Technology Services	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 900.00	\$ 900.00	\$ -	55.81%
Trash Disposal	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 219.73	\$ 2,693.88	\$ 2,693.88	\$ -	6.67%
Vehicle Leasing/Financing	\$ 459.33	\$ 134.27	\$ 35,306.80	\$ 388.58	\$ 3,965.73	\$ 8,971.25	\$ 8,971.25	\$ 8,971.25	\$ 9,133.78	\$ 194.27	\$ 9,133.78	\$ 296.80	\$ 21,632.49	\$ 30,000.00	\$ 8,367.51	39%
Water	\$ 2,219.39	\$ 2,620.15	\$ 5,217.85	\$ 5,301.13	\$ 3,729.75	\$ 1,399.08	\$ 528.83	\$ 277.61	\$ 291.33	\$ 282.02	\$ 1,368.14	\$ 16,744.00	\$ 23,235.28	\$ 201,266.00	\$ 6,764.72	22.55%
Total	\$ 13,486.36	\$ 13,424.60	\$ 14,356.60	\$ 49,728.36	\$ 11,215.34	\$ 3,356.69	\$ 3,894.91	\$ 14,901.86	\$ 7,539.47	\$ 16,517.48	\$ 8,426.76	\$ 124,114.57	\$ 339,901.52	\$ 430,905.00	\$ 91,003.48	21%
Grand Total	\$ 28,741.02	\$ 28,575.19	\$ 33,723.80	\$ 71,419.09	\$ 27,688.73	\$ 20,961.73	\$ 12,859.06	\$ 30,033.62	\$ 23,509.98	\$ 38,823.57	\$ 23,583.73	\$ 339,901.52	\$ 430,905.00	\$ 91,003.48	\$ 21%	

Calwa Recreation and Park District
Profit & Loss Budget vs. Actual
May 2019

06/10/19

Accrual Basis

	May 19	Budget	Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Park Income (Income recieved from Park Rentals)	2,780.00	4,800.00	-2,020.00	57.9%
The County of Fresno	0.00	0.00	0.00	0.0%
Total Income	2,780.00	4,800.00	-2,020.00	57.9%
Gross Profit	2,780.00	4,800.00	-2,020.00	57.9%
Expense				
Aflac (Health Insurance)	0.00	117.36	-117.36	0.0%
Audit	0.00	0.00	0.00	0.0%
Bank Fees	0.00	22.00	-22.00	0.0%
Cleaning supplies	847.84	500.00	347.84	169.6%
Director stipends	580.51	500.00	80.51	116.1%
District counsel	1,692.00	1,000.00	692.00	169.2%
District Payroll Taxes	1,371.56	1,392.00	-20.44	98.5%
Electricity	1,853.55	1,960.00	-106.45	94.6%
Employee Salarries	12,986.09	15,363.00	-2,376.91	84.5%
Equipment Fuel	78.35	97.00	-18.65	80.8%
Event Costs	0.00	125.00	-125.00	0.0%
Fresno co Service fee	0.00	0.00	0.00	0.0%
HR miscellaneous	3.50	144.00	-140.50	2.4%
Internet	234.99	166.00	68.99	141.6%
Landline Phone	157.64	140.00	17.64	112.6%
Liability insurance	0.00	0.00	0.00	0.0%
Memberships	0.00	0.00	0.00	0.0%
Mileage	0.00	83.00	-83.00	0.0%
Mobile Phone	98.01	120.00	-21.99	81.7%
Office Equipment	249.06	428.90	-179.84	58.1%
Office Supply	58.28	85.00	-26.72	68.6%
Payroll Fees	215.31	126.00	89.31	170.9%
Professional Development	0.00	75.00	-75.00	0.0%
Recreation Programs	0.00	208.00	-208.00	0.0%
Repairs and Maintenance	1,252.41	2,500.00	-1,247.59	50.1%
Security	0.00	157.00	-157.00	0.0%
Security Monitoring System	10.00	10.00	0.00	100.0%
Technology Service	0.00	75.00	-75.00	0.0%
Trash Disposal	229.69	250.00	-20.31	91.9%
Vehicle Leasing	296.80	4,568.00	-4,271.20	6.5%
Water	1,368.14	2,500.00	-1,131.86	54.7%
Workers Compensation	0.00	0.00	0.00	0.0%
Total Expense	23,583.73	32,712.26	-9,128.53	72.1%
Net Ordinary Income	-20,803.73	-27,912.26	7,108.53	74.5%
Net Income	-20,803.73	-27,912.26	7,108.53	74.5%

Calwa Recreation and Park District
Reconciliation Summary
Bank of The West Revenue, Period Ending 05/31/2019

	<u>May 31, 19</u>
Beginning Balance	17,580.90
Cleared Transactions	
Checks and Payments - 3 items	-91.85
Deposits and Credits - 3 items	2,880.00
Total Cleared Transactions	<u>2,788.15</u>
Cleared Balance	<u>20,369.05</u>
Uncleared Transactions	
Checks and Payments - 1 item	-100.00
Total Uncleared Transactions	<u>-100.00</u>
Register Balance as of 05/31/2019	<u>20,269.05</u>
Ending Balance	20,269.05

Calwa Recreation and Park District
Reconciliation Detail
Bank of The West Revenue, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						17,580.90
Cleared Transactions						
Checks and Payments - 3 items						
Check	05/09/2019	DEBIT	Arco	X	-78.35	-78.35
Check	05/13/2019	DEBIT	City of Fresno-Parking	X	-3.50	-81.85
Check	05/20/2019	DEBIT	RING.COM	X	-10.00	-91.85
Total Checks and Payments					-91.85	-91.85
Deposits and Credits - 3 items						
Deposit	05/03/2019			X	1,830.00	1,830.00
Deposit	05/15/2019			X	635.00	2,465.00
Deposit	05/17/2019			X	415.00	2,880.00
Total Deposits and Credits					2,880.00	2,880.00
Total Cleared Transactions					2,788.15	2,788.15
Cleared Balance					2,788.15	20,369.05
Uncleared Transactions						
Checks and Payments - 1 item						
Check	05/28/2019	1103	Nelida Loza		-100.00	-100.00
Total Checks and Payments					-100.00	-100.00
Total Uncleared Transactions					-100.00	-100.00
Register Balance as of 05/31/2019					2,688.15	20,269.05
Ending Balance					2,688.15	20,269.05



BANK OF THE WEST
BNP PARIBAS

P.O. Box 2830, Omaha, NE 68103-2830

Account Statement

May 1, 2019 - May 31, 2019

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CALWA RECREATION & PARK DISTRICT
 4545 E CHURCH AVE
 FRESNO CA 93725-1537

At your service



bankofthewest.com



1-800-488-2265



1-800-659-5495 TTY/TDD

Non-Analyzed Acct Fee Change

Effective July 2, 2019, the Check Cashing Fee (for Bank of the West 'on-us' checks in excess of \$50) will increase from \$7.50 to \$9.50 per check. This fee is waived for (1) deposit account customers; (2) minors; (3) BOTW cashier's checks; and (4) 'on-us' checks drawn on a deposit account in the name of any government agency; or (5) if an agreement exists between BOTW and check issuer pertaining to this fee.

Remember to confirm your email during your next branch visit or call our Contact Center at 800-488-2265. Our emails keep you educated about our services, products and more.

CLASSIC BUSINESS CHECKING

CALWA RECREATION & PARK DISTRICT

ACCOUNT SUMMARY

Beginning Balance	\$17,580.90
1 Credits	10.00
3 Deposits	2,880.00
4 Withdrawals	-101.85
0 Checks	0.00
Ending Balance	\$20,369.05

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$19,777.72

For your protection:

Examine this statement promptly. Any discrepancy must be reported within 30 days. Consumer customers: A discrepancy regarding an electronic payment or line of credit must be reported within 60 days.

In South Dakota, Bank of the West operates under the name of Bank of the West California.





CLASSIC BUSINESS CHECKING

(continued)

ACCOUNT DETAIL

Credits

<i>Date</i>	<i>Amount</i>	<i>Description</i>
05/01	\$10.00	SERVICE CHG REBATE VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE

1 credit for a total of \$10.00

Deposits

<i>Date</i>	<i>Amount</i>	<i>Date</i>	<i>Amount</i>	<i>Date</i>	<i>Amount</i>
05/03	\$1,830.00	05/15	\$635.00	05/17	\$415.00

3 deposits for a total of \$2,880.00

Withdrawals

<i>Date</i>	<i>Amount</i>	<i>Description</i>
05/01	\$10.00	MONTHLY SVC CHG PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE
05/09	78.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##7602
05/13	3.50	DEBIT CARD POS ABM ONSITE N ST PARKIN FRESNO CA ON 190512 #7602
05/20	10.00	DEBIT CARD POS RING.COM RING UNLIMITE 8006561918 CA ON 190520 #7602

4 withdrawals for a total of \$101.85





IMPORTANT INFORMATION

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS (For accounts that are maintained primarily for personal, family or household purposes.)

Telephone us at (800) 488-2265, or write us at Bank of the West*, Branch Service Center, P.O. Box 2573, Omaha, NE 68103-2573 as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. We will need to know the following:

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days for transactions involving new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

*In South Dakota, Bank of the West operates under the name of Bank of the West California.





BANK OF THE WEST
BNP PARIBAS

Account Statement

May 1, 2019 - May 31, 2019

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bankofthewest.com



1-800-488-2265



1-800-659-5495 TTY/TDD

2:34 PM

06/10/19

Calwa Recreation and Park District
Reconciliation Summary
Bank of the West Payroll, Period Ending 05/31/2019

	<u>May 31, 19</u>
Beginning Balance	10,692.93
Cleared Transactions	
Checks and Payments - 10 items	-15,270.83
Deposits and Credits - 5 items	<u>23,085.50</u>
Total Cleared Transactions	<u>7,814.67</u>
Cleared Balance	<u><u>18,507.60</u></u>
Register Balance as of 05/31/2019	18,507.60
Ending Balance	18,507.60

**Calwa Recreation and Park District
Reconciliation Detail
Bank of the West Payroll, Period Ending 05/31/2019**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,692.93
Cleared Transactions						
Checks and Payments - 10 items						
Check	05/03/2019	985015	Aflac Health	X	-117.36	-117.36
Check	05/10/2019	DEBIT	ADP	X	-71.90	-189.26
Check	05/14/2019	DEBIT	ADP	X	-5,367.95	-5,557.21
Check	05/14/2019	DEBIT	ADP	X	-1,899.76	-7,456.97
Check	05/16/2019	11015	Gabriela Mares	X	-365.40	-7,822.37
Check	05/16/2019	DEBIT	ADP	X	-246.63	-8,069.00
Check	05/16/2019	DEBIT	ADP	X	-60.44	-8,129.44
Check	05/24/2019	DEBIT	ADP	X	-143.41	-8,272.85
Check	05/29/2019	DEBIT	ADP	X	-5,367.38	-13,640.23
Check	05/29/2019	DEBIT	ADP	X	-1,630.60	-15,270.83
Total Checks and Payments					-15,270.83	-15,270.83
Deposits and Credits - 5 items						
Check	04/16/2019	65-0281745	Calwa Recreation and Park ...	X	7,485.54	7,485.54
Check	05/02/2019	65-0281737	Calwa Recreation and Park ...	X	7,169.45	14,654.99
Deposit	05/14/2019			X	58.68	14,713.67
Check	05/14/2019	65-0281722	Calwa Recreation and Park ...	X	8,313.15	23,026.82
Deposit	05/29/2019			X	58.68	23,085.50
Total Deposits and Credits					23,085.50	23,085.50
Total Cleared Transactions					7,814.67	7,814.67
Cleared Balance					7,814.67	18,507.60
Register Balance as of 05/31/2019					7,814.67	18,507.60
Ending Balance					7,814.67	18,507.60



BANK OF THE WEST
BNP PARIBAS

P.O. Box 2830, Omaha, NE 68103-2830

Account Statement

May 1, 2019 - May 31, 2019

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CALWA RECREATION & PARK DISTRICT
 4545 E CHURCH AVE
 FRESNO CA 93725-1537

At your service



bankofthewest.com



1-800-488-2265



1-800-659-5495 TTY/TDD

Non-Analyzed Acct Fee Change

Effective July 2, 2019, the Check Cashing Fee (for Bank of the West 'on-us' checks in excess of \$50) will increase from \$7.50 to \$9.50 per check. This fee is waived for (1) deposit account customers; (2) minors; (3) BOTW cashier's checks; and (4) 'on-us' checks drawn on a deposit account in the name of any government agency; or (5) if an agreement exists between BOTW and check issuer pertaining to this fee.

Remember to confirm your email during your next branch visit or call our Contact Center at 800-488-2265. Our emails keep you educated about our services, products and more.

REGULAR BUSINESS CHECKING

CALWA RECREATION & PARK DISTRICT

ACCOUNT SUMMARY

Beginning Balance	\$10,692.93
6 Credits	117.36
3 Deposits	22,968.14
8 Withdrawals	-14,788.07
2 Checks	-482.76
Ending Balance	\$18,507.60

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$20,247.31

For your protection:

Examine this statement promptly. Any discrepancy must be reported within 30 days. Consumer customers: A discrepancy regarding an electronic payment or line of credit must be reported within 60 days.

In South Dakota, Bank of the West operates under the name of Bank of the West California.





REGULAR BUSINESS CHECKING

(continued)

ACCOUNT DETAIL

Credits

<u>Date</u>	<u>Amount</u>	<u>Description</u>
05/14	\$12.42	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 051419PPD
05/14	16.32	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 051419PPD
05/14	29.94	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 051419PPD
05/29	12.42	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 052919PPD
05/29	16.32	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 052919PPD
05/29	29.94	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 052919PPD
6 credits for a total of \$117.36		

Deposits

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
05/03	\$7,485.54	05/15	\$7,169.45	05/17	\$8,313.15
3 deposits for a total of \$22,968.14					

Withdrawals

<u>Date</u>	<u>Amount</u>	<u>Description</u>
05/10	\$71.90	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 051019 2RJIG 3295624 CCD
05/14	1,899.76	ELECTRONIC DBT ADP Tax ADP Tax 051419 RRJIG 051310A01 CCD
05/14	5,367.95	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 051419 694079429567JIG CCD
05/16	60.44	ELECTRONIC DBT ADP Tax ADP Tax 051619 RRJIG 051511A01 CCD
05/16	246.63	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 051619 930910768977JIG CCD
05/24	143.41	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 052419 2RJIG 4706314 CCD
05/29	1,630.60	ELECTRONIC DBT ADP Tax ADP Tax 052919 RRJIG 052811A01 CCD
05/29	5,367.38	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 052919 789072745822JIG CCD
8 withdrawals for a total of \$14,788.07		

Checks Paid

<u>Number</u>	<u>Date paid</u>	<u>Amount</u>	<u>Number</u>	<u>Date paid</u>	<u>Amount</u>
11015	05/16	365.40	985015*	05/03	117.36
2 checks paid for a total of \$482.76					

* Break in check number sequence.





BANK OF THE WEST
BNP PARIBAS

Account Statement

May 1, 2019 - May 31, 2019

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IMPORTANT INFORMATION

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS
(For accounts that are maintained primarily for personal, family or household purposes.)

Telephone us at (800) 488-2265, or write us at Bank of the West*, Branch Service Center, P.O. Box 2573, Omaha, NE 68103-2573 as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. We will need to know the following:

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days for transactions involving new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

*In South Dakota, Bank of the West operates under the name of Bank of the West California.



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BANK OF THE WEST
BNP PARIBAS

Account Statement

May 1, 2019 - May 31, 2019

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BANK OF THE WEST
BNP PARIBAS

Account Statement

May 1, 2019 - May 31, 2019

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1-800-659-5495 TTY/TDD

Calwa Recreation and Park District
Reconciliation Summary
Fresno County Account, Period Ending 05/31/2019

	May 31, 19
Beginning Balance	289,694.55
Cleared Transactions	
Checks and Payments - 20 items	-23,348.07
Total Cleared Transactions	-23,348.07
Cleared Balance	<u>266,346.48</u>
Uncleared Transactions	
Checks and Payments - 3 items	-472.94
Total Uncleared Transactions	-472.94
Register Balance as of 05/31/2019	<u>265,873.54</u>
New Transactions	
Checks and Payments - 10 items	-3,815.80
Total New Transactions	-3,815.80
Ending Balance	<u>262,057.74</u>

Calwa Recreation and Park District Reconciliation Detail Fresno County Account, Period Ending 05/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						289,694.55
Cleared Transactions						
Checks and Payments - 20 items						
Check	05/02/2019	65-0281737	Calwa Recreation and Par...	X	-7,169.45	-7,169.45
Check	05/02/2019	65-0281736	PG and E	X	-1,853.55	-9,023.00
Check	05/02/2019	65-0281741	Jeff Pfeiffer	X	-550.00	-9,573.00
Check	05/02/2019	65-0281740	Central Sanitary Supply	X	-324.17	-9,897.17
Check	05/02/2019	65-0281739	Unwired Broadband Inc	X	-159.99	-10,057.16
Check	05/02/2019	65-0281738	Zoom Imaging Solutions INC	X	-94.86	-10,152.02
Check	05/08/2019	65-0281729	Home Depot Credit Card S...	X	-439.69	-10,591.71
Check	05/08/2019	65-0281730	Mid Valley Disposal	X	-229.69	-10,821.40
Check	05/08/2019	65-0281733	AT and T	X	-157.64	-10,979.04
Check	05/08/2019	65-0281728	Unifirst	X	-150.86	-11,129.90
Check	05/08/2019	65-0281731	John Deere Financial	X	-134.27	-11,264.17
Check	05/08/2019	65-0281732	Verizon Wireless	X	-98.01	-11,362.18
Check	05/08/2019	65-0281734	Streamline	X	-75.00	-11,437.18
Check	05/10/2019	65-0281726	Montoy Law Corporation	X	-1,692.00	-13,129.18
Check	05/10/2019	65-0281727	City of Fresno Utilities	X	-1,368.14	-14,497.32
Check	05/10/2019	65-0281735	Central Sanitary Supply	X	-233.82	-14,731.14
Check	05/14/2019	65-0281722	Calwa Recreation and Par...	X	-8,313.15	-23,044.29
Check	05/14/2019	65-0281723	KS StateBank	X	-162.53	-23,206.82
Check	05/14/2019	65-0281725	De Lage Landon	X	-82.97	-23,289.79
Check	05/14/2019	65-0281724	Office Depot Credit Card	X	-58.28	-23,348.07
Total Checks and Payments					-23,348.07	-23,348.07
Total Cleared Transactions					-23,348.07	-23,348.07
Cleared Balance					-23,348.07	266,346.48
Uncleared Transactions						
Checks and Payments - 3 items						
Check	05/28/2019	65-0281716	Air Comfot Solutions Inc		-262.72	-262.72
Check	05/28/2019	65-0281715	Zoom Imaging Solutions INC		-71.23	-333.95
Check	05/30/2019	65-0281717	Central Sanitary Supply		-138.99	-472.94
Total Checks and Payments					-472.94	-472.94
Total Uncleared Transactions					-472.94	-472.94
Register Balance as of 05/31/2019					-23,821.01	265,873.54
New Transactions						
Checks and Payments - 10 items						
Check	06/03/2019	65-0281719	Unwired Broadband Inc		-159.99	-159.99
Check	06/03/2019	65-0281721	Jeff Pfeiffer		-150.00	-309.99
Check	06/03/2019	65-0281720	Jeff Pfeiffer		-150.00	-459.99
Check	06/03/2019	65-0281718	Live Scan		-124.00	-583.99
Check	06/04/2019	65-0281713	PG and E		-2,321.87	-2,905.86
Check	06/04/2019	65-0281714	Verizon Wireless		-98.01	-3,003.87
Check	06/06/2019	65-0281709	Unifirst		-234.47	-3,238.34
Check	06/06/2019	65-0281712	Mid Valley Disposal		-229.69	-3,468.03
Check	06/06/2019	65-0281711	Home Depot Credit Card S...		-190.05	-3,658.08
Check	06/06/2019	65-0281710	AT and T		-157.72	-3,815.80
Total Checks and Payments					-3,815.80	-3,815.80
Total New Transactions					-3,815.80	-3,815.80
Ending Balance					-27,636.81	262,057.74

Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
Fund: Calwa Park And Recreation Dist SUBCLASS: ACCOUNT:						
Sub class: General Subclass						
Account: Beginning Balance 289,694.55						
05/03/2019	REC	0001866152	Op Fund Entry - Main			10,152.02
05/16/2019	REC	0001868532	Op Fund Entry - Main			13,196.05
Cash In Treasury						
Ending Balance						
Account Total					0.00	23,348.07
Account: Beginning Balance 2,622,237.88						
05/03/2019	REC	0001866152	Op Fund Entry - Main		10,152.02	
05/16/2019	REC	0001868532	Op Fund Entry - Main		13,196.05	
Fund Balance - Unassigned						
Ending Balance						
Account Total					23,348.07	0.00
Fund Balance - Unassigned					23,348.07	
Ending Balance					23,348.07	
Subclass Total					23,348.07	
Fund Total					23,348.07	

End of Report

PeopleSoft
MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 1
Run Date 06/04/2019
Run Time 09:53:01

Report ID
Program:

Fiscal Year 2019
Through Period 11

Fund: Calwa Park And Recreation Dist Subclass: General Subclass	Beginning Balance		Year-to-Date Transaction		Current Balances	
	Debit Accts	Credit Accts	Debits	Credits	Debits Accts	Credit Accts
Cash In Treasury	276,556.20	0.00	0.00	10,209.72	266,346.48	0.00
Interest Receivable	1,258.86	0.00	0.00	1,258.86	0.00	0.00
Due To Other Governmental	0.00	1,619,309.92	0.00	0.00	0.00	1,619,309.92
Fiduciary Closing	0.00	980,919.49	0.00	0.00	0.00	980,919.49
Fund Balance - Unassigned	0.00	-2,322,414.35	323,171.60	0.00	0.00	-2,645,585.95
RDA ABX1 26 Property Tax	0.00	0.00	0.00	19,416.32	0.00	19,416.32
Redev Tax Incrrem Reimb	0.00	0.00	0.00	12,821.50	0.00	12,821.50
Suppl-Prior Secured	0.00	0.00	0.00	387.12	0.00	387.12
Suppl-Current Unsecured	0.00	0.00	0.00	75.08	0.00	75.08
Property Taxes-Current Sec	0.00	0.00	0.00	245,766.32	0.00	245,766.32
Suppl-Current Secured	0.00	0.00	0.00	5,447.11	0.00	5,447.11
Supplemental-Curr Unsec Pr	0.00	0.00	0.00	22.11	0.00	22.11
Property Taxes-Curr Unsec	0.00	0.00	0.00	14,559.65	0.00	14,559.65
Property Taxes-Curr Unsec	0.00	0.00	0.00	325.01	0.00	325.01
Property Taxes-Prior Unsec	0.00	0.00	0.00	504.03	0.00	504.03
Penalties & Costs-Delinq T	0.00	0.00	0.00	131.78	0.00	131.78
Interest	0.00	0.00	0.00	2,453.63	0.00	2,453.63
State In-Lieu Taxes- Fish&	0.00	0.00	0.00	6.98	0.00	6.98
State-I/L Homeowners Prop	0.00	0.00	0.00	1,479.10	0.00	1,479.10
ABX126 Other Revenue	0.00	0.00	0.00	8,307.28	0.00	8,307.28
SUB CLASS TOTAL	277,815.06	277,815.06	323,171.60	323,171.60	266,346.48	266,346.48

End of Report

PeopleSoft
 MONTHLY GENERAL LEDGER TRIAL BALANCE
 Fiscal Year 2019
 Through Period 11

Page No. 2
 Run Date 06/04/2019
 Run Time 09:53:01

Report ID
 Program:

Fund: Calwa Park And Recreation Dist
 Subclass: - - - - -
 General Subclass

Beginning Balance Debit Accts	Credit Accts	Year-to-Date Debits	Transaction Credits	Current Balances Debits Accts	Credit Accts
277,815.06	277,815.06	323,171.60	323,171.60	266,346.48	266,346.48
GRAND TOTALS					

End of Report



Meeting Date: June 18, 2019

Agenda Item Number: G - 3

Wording for Agenda: Resolution of the Board of Directors of the Calwa Recreation and Park District Adopting the Fiscal Year 2019-2020 Preliminary Budget

Submitting: District Administrator

Contact Name and Phone Number: Felix Ortiz
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

Department Recommendation: Staff recommends that the Board of Directors review the Preliminary Budget, consider public comment, make necessary adjustments, and adopt the Resolution Approving the Preliminary Budget for the 2019-2020 Fiscal Year.

Summary/Background: The District is required to adopt a preliminary budget by June 30th of every year. The board discussed the draft budget at the regular board meeting on May 21, 2019. Attached is the Preliminary Budget for FY 19/20. The Budget for FY 19/20 and Public Hearing for the final adoption of the budget, will be ready for the July 2019 meeting. I can answer any questions you may have or any direction you wish me to proceed on the FY 19/20 Budget.

Staff has used projections and estimates based on previous years trends and anticipated future costs to develop the preliminary budget. The preliminary budget provides continued services at current levels and the continuation of projects that serve to enhance the community.

Prior Board Actions: None:

Attachments: Resolution 2019-01

Recommended motion to be made by Board: Approve Adoption of Preliminary Budget for FY 19/20.

Copies of this report have been provided to: Board Members and District Counsel

Calwa Recreation and Park District

Preliminary Budget

FY 2019/2020



4545 E. Church Avenue, Fresno Ca. 93725

Calwa Recreation and Park District

Board Members and Employees

FY 2019/2020

Chair – Raul Guerra

Vice Chair – Mary Rosales

Board Member – Jose Luis Sanchez

Board Member – Gabriela Mares

Board Member – Esmeralda Zamora

Board Secretary

Felix Ortiz – District Administrator

Full-Time Employees

Erica Linares – Office Manager

Minervino Garcia – Maintenance Supervisor

Part-Time Employees

Veronica Luchessa – Financials

Robert Otero – Maintenance

Daniel Turrubiatez – Maintenance

– As Needed

Calwa Recreation and Park Revenue FY 19-20

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
\$ 314,000.00													
FY 18-19 Carryover	\$ 324,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 324,500.00
Tax Apportionment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,000.00
Other Taxes	\$ 110.00	\$ 1,500.00	\$ 2,500.00	\$ 1,200.00	\$ -	\$ 1,100.00	\$ 1,200.00	\$ 6,500.00	\$ 1,000.00	\$ -	\$ 1,200.00	\$ 15,000.00	\$ 29,400.00
Events/Rental	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 154,500.00
Donation Swim Pool	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ 39,500.00	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -
Total	\$ 327,060.00	\$ 3,950.00	\$ 54,950.00	\$ 3,650.00	\$ 52,450.00	\$ 148,550.00	\$ 18,650.00	\$ 48,450.00	\$ 3,450.00	\$ 2,450.00	\$ 18,650.00	\$ 162,450.00	\$ 844,710.00
Adopted Cost	\$ 39,335.00	\$ 34,346.00	\$ 119,066.00	\$ 42,992.00	\$ 32,321.00	\$ 81,862.00	\$ 44,236.00	\$ 30,137.00	\$ 80,064.00	\$ 41,153.00	\$ 30,333.00	\$ 105,703.00	\$ 681,548.00
Balance	\$ 287,725.00	\$ 257,329.00	\$ 193,213.00	\$ 153,871.00	\$ 174,000.00	\$ 240,688.00	\$ 215,102.00	\$ 233,415.00	\$ 156,801.00	\$ 118,098.00	\$ 106,415.00	\$ 163,162.00	\$ 163,162.00
Carryover FY 20-21													\$ 163,162.00

Events/Rentals	Monthly	Year Amount
Zumba 9-10 am	\$ 100.00	\$ 1,200.00
Zumba 10-11 am	\$ 100.00	\$ 1,200.00
Senior Leisure	\$ -	\$ -
After School Prog.	\$ -	\$ -
Zumba 630-730 pm	\$ 200.00	\$ 2,400.00
Boxing	\$ 400.00	\$ 4,800.00
Zumba 730-830 pm	\$ 200.00	\$ 2,400.00
Concession Stand	\$ 500.00	\$ 6,000.00
Recycling Center	\$ 500.00	\$ 6,000.00
Field Rentals	\$ 150.00	\$ 1,800.00
Picnic Rentals	\$ 100.00	\$ 1,200.00
Hall Rental	\$ 100.00	\$ 1,200.00
Sports Sponsors	\$ 100.00	\$ 1,200.00
Total		\$ 29,400.00

Donations Swim Pool	Amount
County/City Donors	\$ 154,500.00
Total	\$ 154,500.00

Tax	Amount
Apportionment	\$ 305,000.00
Other Taxes/RDA	\$ 31,310.00
Total	\$ 336,310.00

FY 18/19 CARRYOVER	Amount
	\$ 324,500.00
Total	\$ 324,500.00

TOTAL \$ 844,710.00

BACKGROUND INFORMATION

PREVIOUS FY CARRYOVER: Funds held in District Bank Accounts, excluding outstanding liabilities. (uncashed checks, bills received prior to June 30th but unpaid, etc...)

PROPERTY TAXES: Property taxes paid by Calwa Recreation & Park District property owners which is collected by the Fresno County Auditor-Controller/Treasure-Tax Collector through assessments based on property values.

* Fifty percent of the funds expected in the fiscal year are deposited into the District's Account in January of each year. The account is administered by the Fresno County Auditor-Controller/Treasurer-Tax Collector's Office. Forty-five percent is deposited in April and the remaining five percent in June.

* Additional funds from 'unsecured property taxes' are deposited in February of each year but can't be used for budgeting purposes because they fluctuate erratically from year to year and therefore very unreliable.

RDA TAX INCREMENT: These are funds that formerly would have been distributed to Redevelopment Agencies as a tax increment are deposited into a Redevelopment Trust Fund and used to pay obligations listed on the Redevelopment Obligations (EOPS/ROPS). Any remaining funds in the trust fund, plus any unencumbered redevelopment cash and funds from asset sales, are distributed to the local agencies such as the Calwa Recreation & Park District. These 'pass-through' funds are deposited into the District's accounts by the County and deposited in January and June.

* The District also receives additional 'ABX1 26' funds which are generated using a formula related to the former Redevelopment Agency's debt. Those funds are deposited in February but also can not be used for budgeting purposes because they can't be predicted far in advance of when they might be available, if available at all.

EVENT REVENUE: Funds collected from special events such as the Hmong New Year Festival, Art Wall festival and any miscellaneous events that require substantial park space.

HALL RENTAL REVENUE: Monies paid to lease the Community Center Main Hall (excluding deposit fees). Current fees are set at \$100.00 for the first two hours and \$75.00 each additional hour or \$400.00 for the whole day. A \$250.00 deposit is required but returned if there are no damages to the facility.

PICNIC RENTAL REVENUE: Funds collected to reserve any of the five picnic areas at Calwa Park. Renters pay \$35.00 per picnic area, an additional \$15.00 if they require electricity.

FIELD RENTAL REVENUE: Monies collected to reserve any of the athletic fields at Calwa Park. The public may rent any of the three full size soccer/baseball fields, the grassy area south of the Hall, a basketball court, and one tennis court. Renters pay:

Soccer Fields:

Regular	Adults : \$50.00/game	With Lights an extra: \$30.00 an hour
Non Profit	Adults: \$35.00/game	With Lights an extra: \$25.00 an hour

Regular Youth: \$35.00/game With Lights an extra: \$25.00 an hour
Non Profit Youth: \$30.00/game With Lights an extra: \$20.00 an hour

Softball Fields \$25.00/game or two hours With Lights an extra: \$30.00 an hour

ZUMBA REVENUE: Rent Payments made by Zumba Instructors to reserve the Center Hall for one hour Mondays through Fridays. Instructors in the morning pay \$100.00 monthly and evening instructors pay \$200.00 monthly.

RENT PAYMENTS: Revenue collected from holders of long term leases on certain areas of Calwa Park. These include the Concession Stand, Recycling Center, and Boxing.

Concession Stand: \$500.00/monthly
Recycling Center: \$500.00/monthly
Boxing: \$400.00/monthly

**Calwa Recreation and Park District
Profit & Loss Budget Overview**

Calwa RPD Budget FY 18-19	
	Total
Employee Cost	
Employee Salaries	\$ 192,173.00
Overtime	\$ 1,800.00
Payroll Taxes	\$ 18,258.00
Payroll Fees	\$ 1,680.00
Director Stipends	\$ 7,500.00
Workers Compensation	\$ 6,500.00
HR miscellaneous	\$ 1,728.00
Total	\$ 229,639.00
	Total
Expenses	
Audit	\$ 9,000.00
Bank Fees	\$ 264.00
Cleaning Supplies	\$ 6,000.00
District Counsel	\$ 12,000.00
District Board Elections	\$ 3,000.00
Electricity	\$ 23,520.00
Equipment Fuel	\$ 1,416.00
Event Costs	\$ 1,500.00
Fresno Co Service Fees	\$ 750.00
Liability Insurance	\$ 6,400.00
Internet	\$ 2,000.00
Landline Phone	\$ 1,680.00
Mobile Phone	\$ 1,440.00
Memberships	\$ 1,920.00
Mileage	\$ 1,000.00
Office Equipment	\$ 2,100.00
Office Supplies	\$ 1,572.00
Professional Development	\$ 2,000.00
Recreation programs	\$ 2,500.00
Repairs and Maintenance	\$ 30,000.00
Security	\$ 1,884.00
Security Monitoring System	\$ 620.00
Technology Services	\$ 900.00
Trash Disposal	\$ 3,000.00
Vehicle leasing/Financing	\$ 54,800.00
water	\$ 30,000.00
Total	\$ 201,266.00
Grand Total	\$ 430,905.00

Actual Budget FY 18-19		As of April, 2019
	Total	
Employee Cost		
Employee Salaries	\$ 156,071.74	
Overtime		
Payroll Taxes	\$ 13,759.25	
Payroll Fees	\$ 1,812.44	
Director Stipends	\$ 2,421.10	
Workers Compensation	\$ 915.83	
HR miscellaneous	\$ 705.38	
Total	\$ 175,685.74	
	Total	
Expenses		
Audit	\$ 7,860.00	
Bank Fees	\$ 95.00	
Cleaning Supplies	\$ 5,043.27	
District Counsel	\$ 5,994.00	
District Board Elections	\$ 1,013.05	
Electricity	\$ 23,043.08	
Equipment Fuel	\$ 1,201.99	
Event Costs	\$ 229.93	
Fresno Co Service Fees	\$ -	
Liability Insurance	\$ -	
Internet	\$ 1,823.91	
Landline Phone	\$ 1,534.34	
Mobile Phone	\$ 1,129.70	
Memberships	\$ 1,354.00	
Mileage	\$ -	
Office Equipment	\$ 1,465.02	
Office Supplies	\$ 1,137.64	
Professional Development	\$ 500.00	
Recreation programs	\$ 4,780.07	
Repairs and Maintenance	\$ 20,803.68	
Security	\$ 1,929.00	
Security Monitoring System	\$ 956.00	
Technology Services	\$ 960.00	
Trash Disposal	\$ 2,464.19	
Vehicles /Financing	\$ 32,870.71	
water	\$ 21,867.14	
Total	\$ 140,647.05	
Grand Total	\$ 316,332.79	

Calwa RPD Budget FY 19-20	
	Total
Employee Cost	
Employee Salaries	\$ 212,927.00
Overtime	\$ 1,525.00
Payroll Taxes	\$ 18,258.00
Payroll Fees	\$ 1,680.00
Director Stipends	\$ 7,500.00
Workers Compensation	\$ 6,500.00
HR miscellaneous	\$ 1,728.00
Total	\$ 250,118.00
	Total
Expenses	
Audit	\$ 8,000.00
Bank Fees	\$ 264.00
Cleaning Supplies	\$ 6,400.00
District Counsel	\$ 12,000.00
District Board Elections	\$ 3,000.00
Electricity	\$ 27,858.00
Equipment Fuel	\$ 1,505.00
Event Costs	\$ 1,500.00
Fresno Co Service Fees	\$ 750.00
Liability Insurance	\$ 6,400.00
Internet	\$ 2,303.00
Landline Phone	\$ 1,870.00
Mobile Phone	\$ 1,440.00
Memberships	\$ 1,920.00
Mileage	\$ 100.00
Office Equipment	\$ 2,100.00
Office Supplies	\$ 1,572.00
Professional Development	\$ 1,000.00
Recreation programs	\$ 4,508.00
Repairs and Maintenance	\$ 52,300.00
Security	\$ 2,350.00
Security Monitoring System	\$ 620.00
Technology Services	\$ 1,170.00
Trash Disposal	\$ 3,000.00
Vehicles /Financing	\$ 4,500.00
water	\$ 30,000.00
Swimming Pool Construction	\$ 250,000.00
Swimming Pool maintenance	\$ 3,000.00
	\$ -
Total	\$ 431,430.00
	\$ -
Grand Total	\$ 681,548.00

Background Information:

Employee Salaries were based on the following pay rates and estimated hours of work:

Position

(1) District Administrator (FT):	\$58,000.00
(1) Operations Mgr. (FT):	\$32,750.00
(1) Maint. Supervisor (FT):	\$37,128.00
(2) Park Maint. (PT):	\$38,220.00
(1) Finance (PT):	\$17,472.00
(1) Park Maint. (As needed):	\$ 3,000.00
(1) Fun Camp Supervisor (PT)	\$ 4,200.00
(1) Lifeguard (PT)	\$ 3,500.00
10% Contingency:	\$18,657.00
 TOTAL:	 \$212,927.00

FT = Full Time
PT = Part Time

Pay Periods = 2 weeks

District Payroll Taxes are the portion of Federal and State taxes that are the responsibility of the District.

Payroll Fees are calculated by the District's payroll processing contractor, ADP, and are based on the number of pay periods, the checks being generated in each of those pay periods and fees charged to process required tax documents (such as the Employer's Quarterly Federal Tax Return, California Quarterly Contribution Return and Report of Wages).

Workers' Compensation: For the 2017/18 FY was paid for in the previous FY as required by our provider, the Special District Risk Management Authority (SDRMA). Funds allocated in the 2017/18 Fiscal Year are reserved for the District's payment of the anticipated 2018/19 Fiscal Year premium. These figures may increase or decrease because they are estimates, based on payroll periods in the 2016/2017 Fiscal Year. They are also contingent on the District's active participation in SDRMA's Credit Incentive Program.

If the District underestimated the payroll numbers during the months in which it was covered through SDRMA in the 2016/17 Fiscal, the District will need to pay the difference. If the District overestimated payroll numbers, it will be reimbursed the portion of the premium overpaid. These under/overestimates are not included in budget estimates for the 2017/18 Fiscal Year.

Human Resources (Misc.) expenses are reserved to pay for job announcements or any other costs associated with the functions of hiring an employee, such as background checks.

Membership fees have been reserved for the District's participation in the California special Districts Association and the California Association of Recreation and Park Districts.

Mileage costs incurred by staff to conduct District business is reimbursable at a rate of \$0.575 per mile.

Office Equipment costs include the lease of the office copier and the occasional purchase of wiring or other devices needed for the District to carry out its operations.

Office Supplies tracked in this category include paper, ink, pens, binders, dividers, filing folders and other miscellaneous supplies.

Professional Development expenses include costs associated with travel and attendance at conferences and professional training seminars, including those organized by the CSDA and CARPD.

Recreational Programs require materials such as sports equipment, art supplies, snacks, small prizes used as incentives for program participants and other recreational equipment. Expenses incurred to carry out program activities will be tracked in this category.

Repairs and Maintenance costs tracked in this line item will cover small expenses to fix anything that gets damaged or defaced on District Property. They include but are not limited to sprinklers, windows, graffiti removal, air conditioning unit repair, faucets, toilets, water lines, lights and door knobs.

Security fees are paid to Sonitrol to cover monitoring fees from 9 PM to 8 AM every day.

Security Monitoring System fees for Ring Camera system. Purchase new cameras.

Technology Services will be utilized to maintain the District's website, provide email services and the occasional technical support offered by private consultants.

Trash Disposal fees are paid to Mid Valley Disposal to pick up a regular trash bin, green waste bin and a recyclable material bin once per week.

Water Fees are paid to the City of Fresno since we are connected to their system.

STEP INCREASES

	STEPS	PER HOUR		
	Jan-18	19-Jul	20-Jul	21-Jul
	A			
MAINT. SUPERVISOR	\$17.00	\$17.85	\$18.74	\$19.68
OFFICE MANAGER	\$15.00	\$15.75	\$16.54	\$17.36
FINANCIAL MANAGER	\$16.00	\$16.80	\$17.64	\$18.52
GROUND MAINT.	\$14.00	\$14.70	\$15.44	\$16.21
MAINT. TEMP.	\$13.00	\$13.65	\$14.33	\$15.05

Increase to step B will be given July 1, 2019

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RESOLUTION NO. 2019-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA
RECREATION AND PARK DISTRICT ADOPTING THE FISCAL YEAR
2019-2020 PRELIMINARY BUDGET**

WHEREAS, the Board of Directors is required to adopt a Preliminary Budget by June 30, 2019; and

WHEREAS, the Board at its regular meeting of May 21, 2019, discussed the budget and gave direction to the District Administrator; and

WHEREAS, at its meeting of June 18, 2019, the Board has considered the Preliminary Budget; and

WHEREAS, after adoption of the Preliminary Budget, the Board will hold a public hearing regarding adoption of the Final Budget pursuant to published notice as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Calwa Recreation and Park District as follows:

SECTION 1. FINDINGS. The Board finds and declares as follows:

A. The Board has reviewed the budget documents and recommended Preliminary Budget for Fiscal Year 2019-2020; and

B. The proposed Final Budget is based upon appropriate estimates and financial planning for the District's operations, and services; and

C. The proposed Final Budget provides continued services at current levels to the District. This budget also includes continuation and/or completion of projects to enhance the community; and

D. All procedural requirements for adopting the District's Preliminary Budget have been fulfilled by the Board of Directors; and

E. It is in the public interest for the Board to adopt the Preliminary Budget.

SECTION 2. ADOPTION. The Fiscal Year 2019-2020 Preliminary Budget presented, amended, and incorporated by reference, is approved and adopted.

SECTION 3. EFFECTIVE DATE. This Resolution will become effective immediately upon adoption and will remain effective unless repealed, amended, or superseded.

CERTIFICATION

Adoption of the foregoing Resolution No. 2019-01 was moved by Director _____ seconded by Director _____, and adopted on roll call at a regular meeting on June 18, 2019, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

Raul Guerra, Board Chair

ATTEST:

District Secretary
Felix Ortiz