

## **CALWA RECREATION & PARK DISTRICT MEETING MINUTES**

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

### **BOARD MEETING January 15, 2019**

**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 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 by Board Chairperson Mary L. Rosales at 6:30 p.m. Roll call was called: 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 a Motion was made by Board Member Jose Luis Sanchez Seconded by Board Chair Raul Guerra. 5-0 approved and 0-opposed.

#### **D. Ceremonial Matters and Presentations**

**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, December 2018
2. Financials, December 2018

Consent Calendar was approved Motion was made by Board Vice chair Raul Guerra Seconded by Board Member Esmeralda Zamora. 5-0 approved and 0-opposed.

**G. Old Business**

1. Review and approve agreement with Ground Control by Jeff Pfeifer to eliminate squirrel problem at Calwa Park **(A) - District Administrator**

Approval of agreement was given Motion was made by Board Member Esmeralda Zamora Seconded by Board Chairperson Mary L. Rosales. 5-0 approved and 0-opposed.

2. Review and approve the following forms: **(A) – District Administrator**

- a. Application for use of Park and/or Hall or Park Area
- b. Approval of Permit
- c. Approval of Permit Requiring Contract

Approved with changes made to the applications/approvals by the District Counsel to be added about Law enforcement being contacted if problems arise. Canceling Fee adjustment as well for notification of cancelation time frame. Motion was made by Board Member Jose Luis Sanchez Seconded by Board Member Gabriela Mares. 5-0 approved and 0- opposed.

**H. New Business**

None

**I. REPORT FROM DISTRICT ADMINISTRATOR**

-We have 21 basketball sign ups for our free basketball league we are working with Malaga Recreation.

-We are hoping to hear from the Energy Audit by the end of the month to see what needs to be done so we can apply for an Energy Audit.

-Bizare Art Festival on January 26, 2019 so far deadlines have been met. This Friday she will be paying off balance, provide local security contract and contract for restrooms.

-We contacted Steve Rapada and he will be presenting February 19, 2019 board meeting.

-Easter Egg Hunt set for April 20, 2019, we will be needing a lot of candy donations.

## **J. CLOSED SESSION**

None

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

## **K. ADJOURNMENT**

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).

**Next Meeting: February 19, 2019**

Meeting was adjourned at 7:04 p.m.

**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 January \_\_\_\_\_, 2019.

\_\_\_\_\_  
Signature



	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD TOTAL	Total	Dollar	Percentage Left	
<b>Employee Cost</b>																	
Employee Salaries	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 15,363.00	\$ 13,816.00	\$ 109,082.73	\$ 93,973.00	\$ 84,890.27	43.76%	
Payroll Taxes	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 8,985.71	\$ 1,680.00	\$ 9,268.29	50.76%	
Payroll Fees	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 126.00	\$ 842.25	\$ 1,680.00	\$ 442.90	26.36%	
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	\$ 7,005.38	\$ 7,500.00	\$ 5,078.90	67.72%	
Workers Compensation	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 21,626.00	\$ 21,626.00	\$ 10,222.62	59.18%	
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	\$ 915.83	\$ 1,778.00	\$ 5,584.17	85.91%	
<b>Total</b>	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 21,275.00	\$ 16,626.00	\$ 123,351.85	\$ 229,639.00	\$ 1,022,622.00	59.18%	
	\$ 15,254.66	\$ 15,150.59	\$ 19,367.20	\$ 21,690.73	\$ 16,473.39	\$ 17,584.84	\$ 17,830.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,351.85	\$ -	\$ 106,287.15	46.28%	
<b>Expenses</b>																	
Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ 9,000.00	\$ -	
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	\$ 7,860.00	\$ 264.00	\$ 1,140.00	12.67%	
Cleaning Supplies	\$ 1,200.00	\$ 900.00	\$ 500.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 350.00	\$ 250.00	\$ 800.00	\$ 350.00	\$ 500.00	\$ 425.00	\$ 95.00	\$ 6,000.00	\$ 169.00	64.02%	
District Council	\$ 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	\$ 805.62	\$ 12,000.00	\$ 2,680.32	44.67%	
District Board Elections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 7,566.00	63.05%	
Electricity	\$ 2,400.00	\$ 1,500.00	\$ 2,725.00	\$ 2,100.00	\$ 1,960.00	\$ 1,200.00	\$ 1,600.00	\$ 1,550.00	\$ 2,150.00	\$ 2,187.00	\$ 1,960.00	\$ 2,188.00	\$ 16,912.20	\$ 23,520.00	\$ 6,007.80	28.09%	
Equipment Fuel	\$ 140.00	\$ 150.00	\$ 140.00	\$ 118.00	\$ 125.00	\$ 65.00	\$ 180.00	\$ 60.00	\$ 130.00	\$ 118.00	\$ 97.00	\$ 118.00	\$ 705.00	\$ 1,416.00	\$ 610.38	43.11%	
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	\$ 3,036.30	\$ 1,500.00	\$ (1,536.30)	-102.42%	
Fireco Co Service Fees	\$ 1,182.66	\$ 1,853.64	\$ -	\$ 249.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	\$ -	\$ 750.00	\$ 750.00	100.00%	
Liability Insurance	\$ 3,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,400.00	\$ 6,400.00	100.00%	
Internet	\$ 166.00	\$ 170.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 166.00	\$ 170.00	\$ 170.00	\$ 166.00	\$ 166.00	\$ 1,428.93	\$ 2,000.00	\$ 571.07	28.55%	
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	\$ 1,061.37	\$ 1,680.00	\$ 618.63	36.82%	
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	\$ 785.48	\$ 1,440.00	\$ 654.52	45.45%	
Memberships	\$ -	\$ -	\$ 1,354.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,354.00	\$ 1,920.00	\$ 566.00	29.48%	
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	100.00%	
Office Equipment	\$ 210.00	\$ 170.00	\$ 170.00	\$ 100.00	\$ 180.00	\$ 175.00	\$ 170.00	\$ 200.00	\$ 275.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,054.35	\$ 2,100.00	\$ 1,045.65	49.79%	
Office Supplies	\$ 85.00	\$ 100.00	\$ 90.00	\$ 170.00	\$ 296.00	\$ 296.00	\$ 70.00	\$ 50.00	\$ 270.00	\$ 131.00	\$ 85.00	\$ 85.00	\$ 65.00	\$ 1,572.00	\$ 1,572.00	100.00%	
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 568.89	\$ 2,000.00	\$ 1,003.11	63.81%	
Recreation programs	\$ 210.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 210.00	\$ 4,540.51	\$ 2,500.00	\$ 1,500.00	75.00%	
Repairs and Maintenance	\$ 2,183.14	\$ 664.50	\$ 578.05	\$ 512.15	\$ 1,977.76	\$ 404.91	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 14,040.26	\$ 30,000.00	\$ (2,040.51)	-81.62%	
Security	\$ 471.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157.00	\$ 471.00	\$ 1,884.00	\$ 15,959.74	53.20%	
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	\$ 1,625.07	\$ 620.00	\$ (1,005.07)	-162.11%	
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	\$ 150.00	\$ 900.00	\$ 750.00	83.33%	
Trash Disposal	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 1,775.13	\$ 3,000.00	\$ 1,224.87	41%	
Vehicle Leasing/Financing	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 4,568.00	\$ 46,985.86	\$ 54,900.00	\$ 7,814.14	14%	
Water	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 21,016.18	\$ 30,000.00	\$ 8,983.82	29.95%	
<b>Total</b>	\$ 19,636.00	\$ 19,608.00	\$ 19,109.00	\$ 14,312.00	\$ 16,168.00	\$ 12,110.00	\$ 18,994.00	\$ 15,785.00	\$ 16,040.00	\$ 17,866.00	\$ 14,714.00	\$ 16,861.00	\$ 135,824.21	\$ 201,266.00	\$ 65,841.79	33%	
	\$ 13,486.36	\$ 13,574.60	\$ 15,362.14	\$ 4,697,553.36	\$ 11,215.34	\$ 6,856.89	\$ 25,205.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135,824.21	\$ -	\$ 65,841.79	33%	
	\$ 40,910.00	\$ 37,699.00	\$ 36,634.00	\$ 39,749.34	\$ 33,694.00	\$ 29,625.00	\$ 33,310.00	\$ -	\$ -	\$ -	\$ -	\$ 33,489.00	\$ -	\$ 32,289.00	\$ -		
<b>Grand Total</b>	\$ 28,741.02	\$ 28,675.19	\$ 34,749.34	\$ 71,444.09	\$ 27,688.73	\$ 24,441.73	\$ 43,035.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 258,776.06	\$ 430,905.00	\$ 172,128.94	40%	



**Caiwa Recreation and Park District**  
**Profit & Loss Budget Overview**  
**January 2019**

02/13/19

Accrual Basis

	Jan 19	Budget	Over Budget
<b>Ordinary Income/Expense</b>			
Income	45,287.47	4,800.00	40,487.47
<b>Gross Profit</b>	45,287.47	4,800.00	40,487.47
<b>Expense</b>			
Aflac (Health Insurance)	0.00	117.36	-117.36
Audit	7,860.00	3,000.00	4,860.00
Bank Fees	10.00	22.00	-12.00
Cleaning supplies	527.10	350.00	177.10
Director stipends	0.00	500.00	-500.00
District counsel	480.00	1,000.00	-520.00
District Payroll Taxes	1,134.03	1,392.00	-257.97
Electricity	1,799.42	1,600.00	199.42
Employee Salaries	16,479.35	15,363.00	1,116.35
Equipment Fuel	178.85	180.00	-1.15
Event Costs	0.00	125.00	-125.00
Fresno co Service fee	0.00	0.00	0.00
HR miscellaneous	0.00	144.00	-144.00
internet	394.98	166.00	228.98
Landline Phone	157.70	140.00	17.70
Liability insurance	0.00	3,200.00	-3,200.00
Memberships	0.00	0.00	0.00
Mileage	0.00	83.00	-83.00
Mobile Phone	111.34	120.00	-8.66
Office Equipment	199.39	160.87	38.52
Office Supply	99.99	70.00	29.99
Payroll Fees	217.06	126.00	91.06
Professional Development	0.00	0.00	0.00
Recreation Programs	404.91	208.00	196.91
Repairs and Maintenance	1,620.74	2,500.00	-879.26
Security	0.00	157.00	-157.00
Security Monitoring System	496.00	10.00	486.00
Technology Service	0.00	75.00	-75.00
Trash Disposal	232.99	250.00	-17.01
Vehicle Leasing	10,103.28	4,568.00	5,535.28
Water	528.83	1,000.00	-471.17
Workers Compensation	0.00	3,250.00	-3,250.00
<b>Total Expense</b>	43,035.96	39,877.23	3,158.73
<b>Net Ordinary Income</b>	2,251.51	-35,077.23	37,328.74
<b>Net Income</b>	2,251.51	-35,077.23	37,328.74

02/12/19

# Reconciliation Detail

## Bank of the West Payroll, Period Ending 01/31/2019

Type	Date	Num	Name	Cir	Amount	Balance
<b>Beginning Balance</b>						9,581.64
<b>Cleared Transactions</b>						
<b>Checks and Payments - 10 items</b>						
Check	01/04/2019	985011	Aflac Health	X	-117.36	-117.36
Check	01/08/2019	DEBIT	ADP	X	-4,862.23	-4,979.59
Check	01/08/2019	DEBIT	ADP	X	-2,388.35	-7,367.94
Check	01/09/2019	11005	Eleno Hernandez Or...	X	-961.51	-8,329.45
Check	01/10/2019	11006	Daniel Turrubiatez	X	-1,110.01	-9,439.46
Check	01/18/2019	DEBIT	ADP	X	-73.31	-9,512.77
Check	01/23/2019	DEBIT	ADP	X	-4,491.35	-14,004.12
Check	01/23/2019	DEBIT	ADP	X	-1,900.04	-15,904.16
Check	01/28/2019	11007	Eleno Hernandez Or...	X	-823.42	-16,727.58
Check	01/30/2019	DEBIT	ADP	X	-143.75	-16,871.33
<b>Total Checks and Payments</b>					-16,871.33	-16,871.33
<b>Deposits and Credits - 5 items</b>						
Check	01/07/2019	65-0281824	Calwa Recreation & ...	X	9,322.10	9,322.10
Deposit	01/08/2019			X	58.68	9,380.78
Deposit	01/23/2019			X	58.68	9,439.46
Check	01/23/2019	65-0281811	Calwa Recreation P...	X	7,214.81	16,654.27
Transfer	02/07/2019			X	1,500.00	18,154.27
<b>Total Deposits and Credits</b>					18,154.27	18,154.27
<b>Total Cleared Transactions</b>					1,282.94	1,282.94
<b>Cleared Balance</b>					1,282.94	10,864.58
<b>Register Balance as of 01/31/2019</b>					1,282.94	10,864.58
<b>Ending Balance</b>					<b>1,282.94</b>	<b>10,864.58</b>





**BANK OF THE WEST**  
**BNP PARIBAS**

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

# Account Statement

January 1, 2019 - January 31, 2019

Page 1 of 6

>000777 2638924 0001 008230 10Z  
 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

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 5854

CALWA RECREATION & PARK DISTRICT

### ACCOUNT SUMMARY

<b>Beginning Balance</b>	<b>\$9,581.64</b>
7 Credits	1,617.36
2 Deposits	16,536.91
6 Withdrawals	-13,859.03
4 Checks	-3,012.30
<b>Ending Balance</b>	<b>\$10,864.58</b>

### EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Interest credited prior year	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$8,710.26

### 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.



00777 2638924 001512 003023 0001/0003



**REGULAR BUSINESS CHECKING xxx-xx5854** (continued)

ACCOUNT DETAIL

**Credits**

<i>Date</i>	<i>Amount</i>	<i>Description</i>
01/07	\$1,500.00	ONLINE TRANSFER TRANSFER FROM CHECKING ***-***8101
01/08	12.42	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 010819PPD
01/08	16.32	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 010819PPD
01/08	29.94	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 010819PPD
01/23	12.42	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 012319PPD
01/23	16.32	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 012319PPD
01/23	29.94	ELECTRONIC DEP CALWA RECREATION DIRECT DEP 012319PPD

**7 credits for a total of \$1,617.36**

**Deposits**

<i>Date</i>	<i>Amount</i>	<i>Date</i>	<i>Amount</i>
01/10	\$9,322.10	01/30	\$7,214.81

**2 deposits for a total of \$16,536.91**

**Withdrawals**

<i>Date</i>	<i>Amount</i>	<i>Description</i>
01/08	\$2,388.35	ELECTRONIC DBT ADP Tax ADP Tax 010819 RRJIG 010701A01 CCD
01/08	4,862.23	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 010819 929709551536JIG CCD
01/18	73.31	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 011819 2RJIG 5169444 CCD
01/23	1,900.04	ELECTRONIC DBT ADP Tax ADP Tax 012319 RRJIG 012202A01 CCD
01/23	4,491.35	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 012319 542048449990JIG CCD
01/30	143.75	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 013019 2RJIG 6751549 CCD

**6 withdrawals for a total of \$13,859.03**

**Checks Paid**

<i>Number</i>	<i>Date paid</i>	<i>Amount</i>	<i>Number</i>	<i>Date paid</i>	<i>Amount</i>
11005	01/09	961.51	11007	01/28	823.42
11006	01/10	1,110.01	985011*	01/04	117.36

**4 checks paid for a total of \$3,012.30**

\* Break in check number sequence.





## 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.

00777 2638924 001513 003025 0002/0003

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





This space intentionally left blank.





**REGULAR BUSINESS CHECKING xxx-xx5854**

Bank of the West  
2411 Chestnut St  
Fresno, CA 93705

Payroll Check Number: 11005  
Pay Date: 01/09/2019

**Eleno Hernandez Ortega**  
3076 MARSH RD BLDG ONE AND 1100

**\$961.51**

Bank of the West  
Eleno Hernandez Ortega  
2715 Martin Luther King  
Apt 144  
Fresno, CA 93705

# 11005# 01211007824097005854#

Bank of the West  
2411 Chestnut St  
Fresno, CA 93705

Payroll Check Number: 11006  
Pay Date: 01/07/2019

**Daniel Turubiolez**  
ONE THOUSAND ONE HUNDRED SEVEN AND 00/100

**\$1,110.01**

Bank of the West  
Daniel Turubiolez  
3533 West Ave  
Fresno, CA 93705

# 11006# 01211007824097005854#

**CK# 11005 PAID 01/09/2019 AMT \$961.51**

**CK# 11006 PAID 01/10/2019 AMT \$1,110.01**

Bank of the West  
2411 Chestnut St  
Fresno, CA 93705

Payroll Check Number: 11007  
Pay Date: 01/28/2019

**Eleno Hernandez Ortega**  
3076 MARSH RD BLDG ONE AND 1100

**\$823.42**

Bank of the West  
Eleno Hernandez Ortega  
2715 Martin Luther King  
Apt 144  
Fresno, CA 93705

# 11007# 01211007824097005854#

Account: LMZP2

Please Direct Any Questions To  
Online BNP Payroll Processing Center 151111 0000985011  
(800) 715-3361  
December 31, 2018

CALIFORNIA RECREATION & PARK DISTRICT  
3100 S CHURCH AVE  
FRESNO, CA 93705-1507  
BANK OF THE WEST  
0000541147 000007 00007 00007 0000000000000000

**Payroll MURRAY SEVENTH AND 28100**

**\$117.38**

TO THE ORDER OF: ASIAH ATTORNEY AT LAW 1322 WYNTON RD COLLEEN, CA 93909 0001

VOID AFTER 180 DAYS  
Signature On File  
This check has been authorized by your depositor

# 985011# 01211007824097005854#

**CK# 11007 PAID 01/28/2019 AMT \$823.42**

**CK# 985011 PAID 01/04/2019 AMT \$117.38**



00777 2638924 001514 003027 0003/0003



This space intentionally left blank.



Caiwa Recreation and Park District  
**Reconciliation Summary**  
Bank of The West Revenue, Period Ending 01/31/2019

---

	<u>Jan 31, 19</u>	
<b>Beginning Balance</b>		6,915.60
<b>Cleared Transactions</b>		
Checks and Payments - 9 items	-2,509.86	
Deposits and Credits - 4 items	24,425.00	
	<u>21,915.14</u>	
<b>Total Cleared Transactions</b>		
<b>Cleared Balance</b>		<u><u>28,830.74</u></u>
<b>Register Balance as of 01/31/2019</b>		28,830.74
<b>Ending Balance</b>		28,830.74

# Reconciliation Detail

Bank of The West Revenue, Period Ending 01/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						6,915.60
<b>Cleared Transactions</b>						
<b>Checks and Payments - 9 Items</b>						
Check	01/02/2019	DEBIT	Bank of the West	X	-10.00	-10.00
Check	01/04/2019	DEBIT	Arco	X	-61.55	-71.55
Transfer	01/07/2019			X	-1,500.00	-1,571.55
Check	01/08/2019	DEBIT	Kaspersky.com	X	-99.99	-1,671.54
Check	01/17/2019	DEBIT	Yellow Dog Signs & ...	X	-306.11	-1,977.65
Check	01/22/2019	DEBIT	Arco	X	-59.95	-2,037.60
Check	01/22/2019	DEBIT	RING.COM	X	-10.00	-2,047.60
Check	01/30/2019	DEBIT	Midtown sports	X	-404.91	-2,452.51
Check	01/30/2019	DEBIT	Arco	X	-57.35	-2,509.86
Total Checks and Payments					-2,509.86	-2,509.86
<b>Deposits and Credits - 4 Items</b>						
Deposit	01/04/2019			X	21,350.00	21,350.00
Deposit	01/10/2019			X	650.00	22,000.00
Deposit	01/16/2019			X	900.00	22,900.00
Deposit	01/30/2019			X	1,525.00	24,425.00
Total Deposits and Credits					24,425.00	24,425.00
Total Cleared Transactions					21,915.14	21,915.14
Cleared Balance					21,915.14	28,830.74
Register Balance as of 01/31/2019					21,915.14	28,830.74
<b>Ending Balance</b>					<b>21,915.14</b>	<b>28,830.74</b>





**BANK OF THE WEST**  
**BNP PARIBAS**

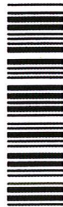
P.O. Box 2830, Omaha, NE 68103-2830

# Account Statement

January 1, 2019 - January 31, 2019

Page 1 of 4

>010055 2633048 0001 008230 10Z  
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

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 [REDACTED] 8101

CALWA RECREATION & PARK DISTRICT

### ACCOUNT SUMMARY

<b>Beginning Balance</b>	<b>\$6,915.60</b>
0 Credits	0.00
4 Deposits	24,425.00
9 Withdrawals	-2,509.86
0 Checks	0.00
<b>Ending Balance</b>	<b>\$28,830.74</b>

### EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Interest credited prior year	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$25,670.79

### 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.



10055 2633048 020012 040023 0001/0002



## CLASSIC BUSINESS CHECKING xxx-xx8101 (continued)

### ACCOUNT DETAIL

#### Deposits

<i>Date</i>	<i>Amount</i>	<i>Date</i>	<i>Amount</i>
01/04	\$21,350.00	01/16	\$900.00
01/10	650.00	01/30	1,525.00

**4 deposits for a total of \$24,425.00**

#### Withdrawals

<i>Date</i>	<i>Amount</i>	<i>Description</i>
01/02	\$10.00	MONTHLY SVC CHG PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE
01/04	61.55	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##7602
01/07	1,500.00	ONLINE TRANSFER TRANSFER TO CHECKING ***-**5854
01/08	99.99	DEBIT CARD POS DRI*KASPERSKY LAB MINNETONKA MN ON 190108 #9455
01/17	306.11	DEBIT CARD POS YELLOW DOG SIGNS AND G 559-4510530 CA ON 190117 #7602
01/22	10.00	DEBIT CARD POS RING.COM RING UNLIMITE 8006561918 CA ON 190121 #7602
01/22	59.95	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##7602
01/30	404.91	DEBIT CARD POS MIDTOWN SPORTS INC. VISALIA CA ON 190130 #7602
01/30	57.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##7602

**9 withdrawals for a total of \$2,509.86**





## 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.



10055 2633048 020013 040025 0002/0002

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





This space intentionally left blank.





# Reconciliation Summary

Fresno County Account, Period Ending 01/31/2019

---

	Jan 31, 19
Beginning Balance	244,816.36
Cleared Transactions	
Checks and Payments - 26 items	-31,937.14
Deposits and Credits - 2 Items	21,462.47
Total Cleared Transactions	-10,474.67
Cleared Balance	<u>234,341.69</u>
Uncleared Transactions	-9,395.43
Register Balance as of 01/31/2019	<u>224,946.26</u>
New Transactions	-82.97
Ending Balance	<u><u>224,863.29</u></u>

# Reconciliation Detail

## Fresno County Account, Period Ending 01/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						244,816.36
<b>Cleared Transactions</b>						
<b>Checks and Payments - 26 items</b>						
Check	01/07/2019	65-0281824	Calwa Recreation & ...	X	-9,322.10	-9,322.10
Check	01/07/2019	65-0281829	Cuttone & Mastro	X	-7,860.00	-17,182.10
Check	01/07/2019	65-0281826	PG and E	X	-1,799.42	-18,981.52
Check	01/07/2019	65-0281821	Home Depot Credit ...	X	-802.47	-19,783.99
Check	01/07/2019	65-0281835	Terminix	X	-512.16	-20,296.15
Check	01/07/2019	65-0281828	Montoy Law Corpora...	X	-480.00	-20,776.15
Check	01/07/2019	65-0281822	Mid Valley Disposal	X	-232.99	-21,009.14
Check	01/07/2019	65-0281830	Central Sanitary Sup...	X	-189.53	-21,198.67
Check	01/07/2019	65-0281834	KS StateBank	X	-162.53	-21,361.20
Check	01/07/2019	65-0281833	Unwired Broadband ...	X	-159.99	-21,521.19
Check	01/07/2019	65-0281820	AT and T	X	-157.70	-21,678.89
Check	01/07/2019	65-0281823	Unifirst	X	-142.82	-21,821.71
Check	01/07/2019	65-0281827	Verizon Wireless	X	-111.34	-21,933.05
Check	01/07/2019	65-0281825	Streamline	X	-75.00	-22,008.05
Check	01/07/2019	65-0281831	Zoom Imaging Soluti...	X	-64.55	-22,072.60
Check	01/07/2019	65-0281832	Central Sanitary Sup...	X	-25.64	-22,098.24
Check	01/15/2019	65-0281818	City of Fresno Utilities	X	-528.83	-22,627.07
Check	01/15/2019	65-0281819	Deere Credit Inc	X	-134.27	-22,761.34
Check	01/23/2019	65-0281811	Calwa Recreation P...	X	-7,214.81	-29,976.15
Check	01/23/2019	650281810	SDRMA	X	-969.50	-30,945.65
Check	01/23/2019	65-0281815	Sonitrol	X	-486.00	-31,431.65
Check	01/23/2019	65-0281813	KS StateBank	X	-162.53	-31,594.18
Check	01/23/2019	65-0281812	Unwired Broadband ...	X	-159.99	-31,754.17
Check	01/23/2019	65-0281814	De Lage Landon	X	-82.97	-31,837.14
Check	01/23/2019	65-0281809	Sharif Fuller	X	-50.00	-31,887.14
Check	01/23/2019	65-0281816	Meztli Rivera	X	-50.00	-31,937.14
<b>Total Checks and Payments</b>					<b>-31,937.14</b>	<b>-31,937.14</b>
<b>Deposits and Credits - 2 items</b>						
Check	01/23/2019	65-0281817	Sharif Fuller	X	0.00	0.00
Deposit	01/31/2019			X	21,462.47	21,462.47
<b>Total Deposits and Credits</b>					<b>21,462.47</b>	<b>21,462.47</b>
<b>Total Cleared Transactions</b>					<b>-10,474.67</b>	<b>-10,474.67</b>
<b>Cleared Balance</b>					<b>-10,474.67</b>	<b>234,341.69</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Check	01/29/2019	65-0281801	RJMS Corporation d...		-8,674.45	-8,674.45
Check	01/29/2019	65-0281806	Serena Lujan		-500.00	-9,174.45
Check	01/29/2019	65-0281808	Central Sanitary Sup...		-169.11	-9,343.56
Check	01/29/2019	65-0281807	Zoom Imaging Soluti...		-51.87	-9,395.43
<b>Total Checks and Payments</b>					<b>-9,395.43</b>	<b>-9,395.43</b>
<b>Total Uncleared Transactions</b>					<b>-9,395.43</b>	<b>-9,395.43</b>
<b>Register Balance as of 01/31/2019</b>					<b>-19,870.10</b>	<b>224,946.26</b>
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	02/11/2019	65-0281789	De Lage Landon		-82.97	-82.97
<b>Total Checks and Payments</b>					<b>-82.97</b>	<b>-82.97</b>
<b>Total New Transactions</b>					<b>-82.97</b>	<b>-82.97</b>
<b>Ending Balance</b>					<b>-19,953.07</b>	<b>224,863.29</b>

Fund: 4660 Calwa Park And Recreation Dist SUBCLASS: 10000 ACCOUNT: 0110

Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
<b>General Subclass</b>						
Beginning Balance					244,816.36	
01/01/2019	AUD	0001849859	19-CURRENT SECURED SUPLEM			478.67
01/02/2019	AUD	0001850196	19-ROPS 18-19B Residual	FRESNO	19,416.32	
01/09/2019	REC	0001850865	Op Fund Entry - Main			22,098.24
01/16/2019	ALO	0001852073	2nd QTR-1st INTEREST DISTB		72.08	
01/16/2019	REC	0001852088	Op Fund Entry - Main			663.10
01/18/2019	AUD	0001852359	19-HOMEOWNERS 1ST 2018-201 HOA 1ST 18		1,479.10	
01/28/2019	REC	0001853517	Op Fund Entry - Main			16.30
01/30/2019	AUD	0001853781	19 - SECURED INTEREST 1ST		21,462.47	
Cash In Treasury					234,341.69	
Ending Balance						2,508,171.64
<b>Fund 2230 - Unassigned</b>						
Beginning Balance						2,508,171.64
01/09/2019	REC	0001850865	Op Fund Entry - Main		22,098.24	
01/16/2019	REC	0001852088	Op Fund Entry - Main		663.10	
01/28/2019	REC	0001853517	Op Fund Entry - Main		9,175.80	
Fund Balance - Unassigned					31,937.14	0.00
Ending Balance						2,540,108.78
<b>Account: 3005</b>						
Beginning Balance						0.00
01/02/2019	AUD	0001850196	19-ROPS 18-19B Residual	FRESNO		19,416.32
RDA ABX1 26 Property Tax						0.00
Ending Balance						19,416.32
<b>Account: 3011</b>						
Beginning Balance						-2,111.31
01/01/2019	AUD	0001849859	19-CURRENT SECURED SUPLEM			478.67
Suppl-Current Secured						0.00
Ending Balance						-2,589.98
<b>Account: 3380</b>						
Beginning Balance						-1,538.96
01/16/2019	ALO	0001852073	2nd QTR-1st INTEREST DISTB			72.08
01/30/2019	AUD	0001853781	19 - SECURED INTEREST 1ST		0.00	
Interest						16.30
Ending Balance						88.38
<b>Account: 3565</b>						
Beginning Balance						0.00
01/18/2019	AUD	0001852359	19-HOMEOWNERS 1ST 2018-201 HOA 1ST 18		0.00	1,479.10
State-I/L Homeowners Prop Tax						0.00
Ending Balance						1,479.10

Subclass Total 53,399.61 53,399.61  
 Fund Total 53,399.61 53,399.61  
 End of Report

Report ID: GLSF9109  
Program: GLSF9109

PeopleSoft  
MONTHLY GENERAL LEDGER TRIAL BALANCE

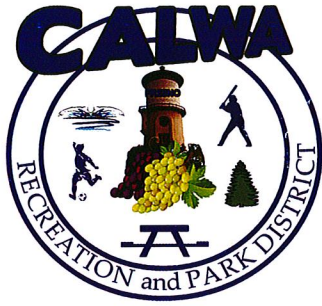
Fiscal Year 2019  
Through Period 7

Page No. 2  
Run Date 02/04/2019  
Run Time 09:53:33

Fund: 4660  
Palwa Park And Recreation Dist  
Subclass: 10000  
General Subclass

	Beginning Balance Debit Accts	Credit Accts	Year-to-Date Debits	Transaction Credits	Current Balances Debits Accts	Credit Accts
GRAND TOTALS	277,815.06	277,815.06	217,694.43	217,694.43	234,341.69	234,341.69

End of Report



**Meeting Date:** February 19, 2019

**Agenda Item Number:** H - 2

**Wording for Agenda:** Discussion on Bizarre Art Festival held on Saturday, January 26, 2019

**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:** No recommendation.

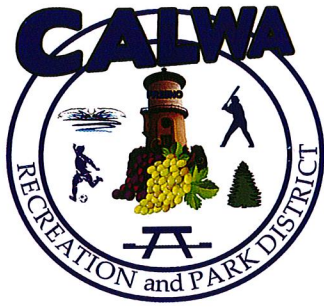
**Summary/Background:** As you recall, we have had plenty of problems in the past with this event with drinking, smoking, and graffiti in the restroom. This year the event went over great. The only glitch was waiting for the security guards' contract to arrive and us making a phone call to verify restrooms. It took till the Friday before the event to get the contract.

**Prior Board Actions:** None:

**Attachments:** None

**Recommended motion to be made by Board:** None

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



**Meeting Date:** February 19, 2019

**Agenda Item Number:** H - 3

**Wording for Agenda:** Discuss and Approve spending \$6,500 - \$8,000 on a Site Masterplan

**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:** Approve spending \$6,500 - \$8,000 on a Site Masterplan.

**Summary/Background:** Whenever the District applies for a grant, the State and/or the Federal Government asked to see a detailed Site Masterplan which the District does not have. I would like to see the District invest in hiring an architect to draw up a masterplan so it will be available each time we apply for grants. A masterplan for the Site would be around \$6,500 - \$8,000. The building designs and/or renovations would be the next phase at an addition cost when and/if the District is approved for the grant.

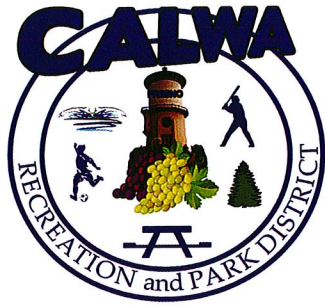
**Prior Board Actions:** None:

**Attachments:** None

**Recommended motion to be made by Board:** Approve spending \$6,500 - \$8,000 on a Site Masterplan.

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





**Meeting Date:** February 19, 2019

**Agenda Item Number:** H - 4

**Wording for Agenda:** Reconsideration of selection of Chair and Vice Chair to conform to District By-Laws.

**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:** Board reconsider their selection of Board and Vice Chair so that is in in conformance with the By-Laws

**Summary/Background:** An inquiry was made by a board member as to the process for selection of Chair and Vice Chair to the Board. District Counsel reviewed the matter and provided the following excerpt from the District By-Laws:

Article III.B

Officers and Their Duties. The officers of the Board of Directors shall be the Chair and Vice Chair and shall be elected annually from among the members of the Board for a one-year term within 45 days after each general district election or their appointment to a fixed term in accordance with Public Resources Code 5784.3. The Chair and Vice Chair shall not serve for more than two successive terms in any office. The District Administrator shall serve as the Board Secretary. The Chair shall preside at all board meetings and sign contracts and other documents authorized by the Board. In the absence of the Chair, the Vice Chair shall assume the role and responsibilities of the Chair. If the Chair and Vice Chair are both absent, the remaining members shall select one among themselves to act as chairperson for board meetings.

Based on this, it appears this By-Laws language was missed. It is, therefore, recommended that the Board reconsider their selection of Board and Vice Chair so that is in in conformance with the By-Laws.

**Prior Board Actions:** None:

**Attachments:** None

**Recommended motion to be made by Board:** Board reconsider their selection of Board and Vice Chair so that is in in conformance with the By-Laws

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