

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: D-1

Wording for Agenda: COVID-19 Update – Discussion and Direction by Board on current procedures to Park Operations (Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Continue to monitor city and state guidelines regarding COVID-19 and any variants. Continue with events, public outreach, and normal park operations while upholding current COVID-19 policies and any new mask mandates enacted by the State of California, or County of Fresno, City of Fresno, and CDC in the upcoming future.

Summary/Background: District is committed to the safety of all staff and park goers during this pandemic. Vaccines and testing are always suggested to all staff or park goers, and staff are committed to providing information to public on when and how to acquire vaccinations and testing services. During the years since the outbreak, variations of COVID-19 have occurred. District will remain vigilant to the guidelines of the City of Fresno, County of Fresno, State of California, and the CDC for guidance. Mask mandates have been lifted for vaccinated individuals while indoors, are staff are required to continue to wear masks while indoors with public and optional for staff when working in enclosed spaces if vaccinated.

Prior Board Actions: Maintain all park operations with current District protocols in place regarding programs and public events.

Attachments: Current County of Fresno Metrics and State of CA COVID-19 Plan.

Recommended motion to be made by Board: NA

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

Fresno County Metrics

These metrics are an indicator of the current rate of COVID-19 transmission in the county.

Week	Positivity Rate	New COVID-19 positive case per day per 100K population	Health Equity Metric (HPI Test Positivity)	Trend
6/6	9.6	23.1	8.4	↑
6/1	8.9	20.5	7.8	↑
5/23	5.2	10.8	4.5	↑
5/16	3.6	7.2	2.9	↑
5/9	2.8	5.3	2.1	↑
5/2	2.4	3.7	1.9	↑
4/25	1.7	2.5	1.5	-
4/18	1.5	2.3	1.6	↓
4/11	1.9	2.8	1.9	↓
4/4	2.6	4.0	2.6	↓
3/28	2.6	4.5	2.7	↓
3/21	4.5	8.6	4.6	↓
3/14	6.0	12.6	6.8	↓
3/7	10.2	23.7	12.1	↓
2/28	12.3	35	14.4	↓
2/22	17.1	52.8	21.5	↓
2/14	26.5	119.6	32.5	↓
2/7	30.2	160.9	35.5	↓
1/31	34.1	232.6	39.4	↑
1/24	30.9	203.9	34.6	↑
1/18	28.2	172.8	28.2	↑
1/10	14.0	39.5	13.0	↑
1/3/22	5.9	16.5	5.5	↑
12/27	4.9	13.0	5.4	↓
12/20	4.9	13.6	6.0	↓
12/13	5.4	13.3	6.5	↓
12/6	6.0	12.4	7.5	↓
11/29	6.8	19.9	8.4	↓
11/22	7.5	24.6	9.2	↓
11/15	8.2	27.1	10.7	↓
11/8	9.5	33.7	10.4	↑

**California Blueprint Data Archive*

County Risk Level	Positive Test Percentage	Daily New Cases Per 100K
Widespread	More than 8%	More than 10
Substantial	5 - 8%	6 - 10
Moderate	2 - 4.9%	2 - 5.9
Minimal	Less than 2%	Less than 2

SMARTER by the Numbers

Our smarter path will enable us to be fully prepared and respond to the changing nature of the COVID-19 pandemic. The specific metrics of preparedness below will help focus our efforts to ensure we have the necessary resources and capabilities in place.

SMARTER	METRICS OF PREPAREDNESS
<p>Shots Vaccine administration</p>	<p>Capacity to administer at least 200,000 vaccines per day on top of existing pharmacy and provider infrastructure.</p>
<p>Masks Personal protective equipment distribution</p>	<p>Maintain a stockpile of 75 million high quality masks and the capability to distribute them as needed.</p>
<p>Awareness Communications</p>	<p>Maintain capability to promote vaccination, masking and other mitigation measures in all 58 counties and support engagement with at least 150 community-based organizations.</p>
<p>Readiness Surveillance and surge staffing</p>	<p>Maintain wastewater surveillance in all regions and enhance respiratory surveillance in the healthcare system while continuing to sequence at least 10% of positive COVID-19 test specimens. Ability to add 3,000 clinical staff within 2 - 3 weeks of need and across various health care facility types.</p>
<p>Testing</p>	<p>Maintain commercial and local public health capacity statewide to perform at least 500,000 tests per day - a combination of PCR and antigen.</p>
<p>Education Expand vaccination rates among kids</p>	<p>Expand by 25% school-based vaccination sites supported by state to increase vaccination rates as eligibility expands and vaccination requirements are enacted.</p>
<p>Rx Therapeutics</p>	<p>Maximize order for the most clinically effective therapeutic available through the federal partnerships. Ensure allocations of effective therapeutics are ordered within 48-hours.</p>

As we have learned throughout the pandemic, each surge and each variant brings with it unique characteristics relative to our neighborhoods and communities specific conditions (e.g., level of immunity). Therefore, instead of laying out specific thresholds or triggers, California will continue to evaluate the data quickly and nimbly to determine how to best handle future changes in the behavior of the virus. The SMARTER Plan does lay out specific response metrics that will ensure our preparedness and guide our work moving forward. Critical to this is the idea that governmental public health will remain vigilant.

The SMARTER Plan

We have come a long way in our journey with COVID-19. To use an analogy, we started our journey driving on an unfamiliar road with low visibility, heavy rain, worn-down brakes, and no windshield wipers. In contrast, today, we are driving on a road that we have mostly driven before with good weather conditions, and in a car with new brakes and windshield wipers. There are still potential hazards on the road ahead, but we are much better equipped to anticipate and react to them.

These upgraded capabilities have come through hard fought lessons, timely and significant investments, and a data-driven approach guiding our response.

S

Shots- Vaccines are the most powerful weapon against hospitalization and serious illness.

M

Masks- Properly worn masks with good filtration help slow the spread of COVID-19 or other respiratory viruses.

A

Awareness- We will continue to stay aware of how COVID-19 is spreading, evolving variants, communicate clearly how people should protect themselves, and coordinate our state and local government response.

R

Readiness- COVID-19 isn't going away and we need to be ready with the tools, resources and supplies we will need to quickly respond and keep public health and the health care system well prepared.

T

Testing- Getting the right type of tests - PCR or antigen - to where they are needed most. Testing will help California minimize the spread of COVID-19.

E

Education- California will continue to work to keep schools open and children safely in classrooms for in-person instruction.

R

Rx- Evolving and improving treatments will become increasingly available and critical as a tool to save lives.

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: D-2

Wording for Agenda: Update on Swimming Pool Project
(Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar
 Regular Item
 Public Hearing

Review:

District Administrator
(Initials Required)

AR

Department Recommendation: Continue with construction and finalize project once ARPA funding guidelines are met.

Summary/Background: On April 5th 2022, Districts request for ARPA funding was approved for the amount of \$275,000.00 through the County of Fresno. After meeting with legal, DA, Project Manager, and General Contractor additional information is needed from our GC about the procurement process and bidding out work. Once that information is provided we can strategize on how to complete the remaining work. City of Fresno permit has been approved our GC will need to go in person to acquire, District will pay for permitting with donation funds. Pentair Supplies and Services has agreed to provide pool operating equipment at the "at cost" price for this project. This equipment will be the latest technology and will decrease the operating costs to the District and decrease chemical use. Mike K. is back on for Project Management and consulting.

Prior Board Actions: Continue with construction once permitting approved in accordance with ARPA funding guidelines.

Attachments: Current work remaining on project and cost break down.

Recommended motion to be made by Board: Schedule work once permitting approved and ARPA funding guidelines are met.

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

KAISER PERMANENTE AQUATIC CENTER

Previous Hard Costs	Paid	\$162,928.51
Current Costs		
Pool Coping*		\$3,840
Pool Concrete*		\$19,296
Plaster*		\$31,750
Permit		\$2,000
Fence*		\$28,949
Pool Pump Equipment*		\$27,682
Signage*		\$2,000
Contingency*		\$53,483
Total Costs		\$169,000
Other Pool-Related Items		
26'x26' Shade Structure and Install*	Foundation <u>Not</u> Included**	\$16,500
Restrooms* (pre-fab).		\$93,500
Splash Zone	Estimate	\$50,000
	Other Total	\$160,000
Current Cash On Hand		\$93,771.49
ARPA	In Process	\$275,000
	Current Funding Total	\$368,771.49

* May be paid with County Grant
 **What is estimate for foundation?

request for quotes

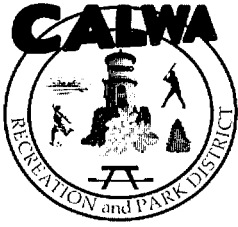
has changed.

⇒ send low document on company in bids.

Kaboom shade structures company.

restrooms.

**Calwa Recreation and Park District
Agenda Item Transmittal**



Meeting Date: June 21, 2022

Agenda Item Number: D-3

Wording for Agenda: Update on Prop 68 (Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Continue with projects construction and completion.

Summary/Background: Prop 68 Updates are as follows: construction permits are being approved as they come along through the City of Fresno from the WRT Team. DA had discussion with WRT Lead Designer John Tatro who suggested having a bi-weekly Monday coordination call with DA, John, and Sandra Celedon representing Fresno Building Healthier Communities, regarding CD submittals and bids. John stated that mid-July 2022 90% of construction documents will be submitted for review, in September of 2022 100% of construction documentation will be completed, in OCT-NOV of 2022 bidding process will take place, and breaking ground estimates of early 2023.

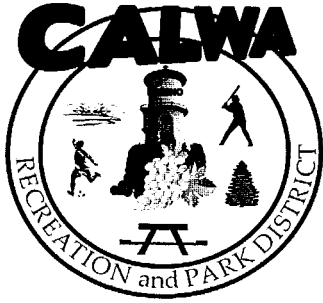
Prior Board Actions: Continue to monitor projects progress.

Attachments: NA

Recommended motion to be made by Board: Continue to monitor project progress.

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

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-1

Wording for Agenda: Approval of Resolution 2022-10:
RESOLUTION OF THE BOARD OF DIRECTORS OF CALWA
RECREATION AND PARK DISTRICT ADOPTING THE FISCAL
YEAR 2022-2023 PRELIMINARY BUDGET (Action)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

District Administrator
(Initials Required)

AR

Department Recommendation: Approval preliminary budget.

Summary/Background: Preliminary budget for Calwa Recreation and Park District. Includes budget costs for operations and personal.

Prior Board Actions: Approval of preliminary budget for 2021-2022.

Attachments: Resolution 2022-10, Preliminary Budget Packet for FY 2022-23.

Recommended motion to be made by Board: Approval preliminary budget.

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

RESOLUTION NO. 2022-10

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA
RECREATION AND PARK DISTRICT ADOPTING THE FISCAL YEAR
2022-2023 PRELIMINARY BUDGET**

WHEREAS, the Board of Directors is required to adopt a Preliminary Budget by June 30, 2022; and

WHEREAS, the Board at its regular meeting of May 31, 2022, discussed the budget and gave direction to staff; and

WHEREAS, at its meeting of June 21, 2022, the Board 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 2022-2023 which as attached as Exhibit A; 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.

D. This budget also includes continuation and/or completion of projects to enhance the community; and

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

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

G. A public hearing for the Final Budget will be noticed and held in accordance with legal requirements.

SECTION 2. ADOPTION OF PRELIMINARY BUDGET. The Fiscal Year 2022-2023 Preliminary Budget presented, amended, and incorporated by reference together with the anticipated revenues for Fiscal Year 2022-2023 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

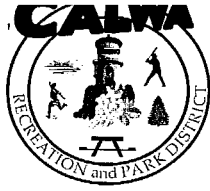
Adoption of the foregoing Resolution No. 2022-10 was moved by Director _____, seconded by Director _____, and adopted on roll call at a regular meeting on June 21, 2022, by the following vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENCES: _____

Esmeralda Zamora, Board Chair

ATTEST:

District Secretary



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

REGULAR BOARD MEETING NOTICE AND AGENDA

May 17, 2022

TIME – 5:30 P.M.

Start Time: 5:38pm

End Time: 7:44pm

BOARD CHAIRPERSON

Esmeralda Zamora, Chair

DISTRICT ADMINISTRATOR

Adam Ramos

BOARD VICE CHAIR

Raul Guerra Vice Chair

DISTRICT COUNSEL

Hilda Cantú Montoy

BOARD MEMBERS

Joseph Perez, Board Member

Laura Garcia, Board Member

Mary L. Rosales, 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 persons who call in or who attend the meeting are asked to silence pagers, cell phones, and other devices that may disrupt the Board meeting. The Board may consider and act on an agenda item in any order it deems appropriate.

Join Zoom Meeting

<https://us02web.zoom.us/j/82501191541>

Meeting ID: 825 0119 1541

One tap mobile

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Dial by your location

+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

Meeting ID: 825 0119 1541

Find your local number: <https://us02web.zoom.us/j/82501191541>

CALL TO ORDER AND ROLL CALL

Call to Order: 5:38pm

Roll Call

**Esmeralda Zamora-Present
Raul Guerra-Present
Laura Garcia-Present
Joseph Perez-Present
Mary Rosales-Present
Adam Ramos-Present
Hilda Montoy-Present**

A. INVOCATION AND FLAG SALUTE

Invocation and Flag Salute lead by Board Member: Mary Rosales

B. APPROVAL OF AGENDA

**1st motion: Raul Guerra 2nd Motion: Mary Rosales: Roll Call Vote:
Esmeralda Zamora-Yes
Raul Guerra-Yes
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes**

C. PUBLIC COMMENTS

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

No public comments made in person or via zoom.

D. OLD BUSINESS

1. COVID-19 Update – Discussion and Direction by Board on current procedures to Park Operations **(Informational)**
Presented By DA Pages 1-2

Board member JP suggested that Fresno County policy and State of CA policy as well as District policies be posted in program and event areas. Signs of internal procedures during programs were suggested to be posted in those areas as well.

2. Update on Swimming Pool Project (**Informational**)
Presented By: DA Pages: 3

Legal Counsel and DA provided update for pool project and what was discussed at a meeting held between Ari Martinez, DA, Legal Counsel, and George Uc from the County of Fresno. Legal stated that guidelines of the district have different reporting requirements. All parties went through list of work to be completed and all line items covered by the grant. Legal stated that guidelines can be flexible, but this was not the case for moving funds from different line items and using reserve funds on certain line items. Was suggested to seek consultation services when providing bid packages for other line items on grant. Legal suggested using reserve funds for smaller items that can be covered. Was mentioned that initially all services and materials were going to be donated to District for free, but now that ARPA funding is involved the process is specific and legal and DA will create another meeting with individuals and General Contractor over next steps.

3. Update on Prop 68: Approval to Demolish Restroom Building (**Action**)
Presented By: DA Pages: 4-7

DA stated that Prop 68 WRT Design Team reached out suggested that back restroom nearest the art wall be demolished. They stated that it would not be included in upgrades and will create space for additional seating, pathways, and planting. Was stated that restroom is not functioning nor has it been open to the public for years. DA stated that MT Supervisor stated that plumping is bad there and sand has settled in the pump systems. Was stated that this will be no cost to the District for demo services. Was requested that a breaking ground date be provided to Board and construction dates. Roll Call Vote for demo of restroom is as follows:

1st Motion: Joseph Perez **2nd Motion: Mary Rosales**
Esmeralda Zamora-Yes
Raul Guerra-Abstain
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes

E. NEW BUSINESS

1. Consideration and approval of new resolution relating to banking:
RESOLUTION 2022-5AB: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT REGARDING PROCEDURES FOR CHECKS, WARRANTS, OR OTHER ORDERS FOR THE PAYMENT OF MONEY; AUTHORIZING PERSONS IN SPECIFIED POSITIONS TO ACT AS DISTRICT SIGNATORIES; AUTHORIZING SPECIFIED POSITIONS TO PICK UP VALIDATED

CHECKS AND BLANK CHECKS STOCK; AND DIRECTING STAFF TO UPDATE ALL NECESSARY COUNTY AND BANK DOCUMENTS.

(Action)

Presented By: DA Pages: 8-11

DA stated he was presented with information and a request from our current financial institution Bank of the West about our two-signature policy the District has in place. Bank stated that they cannot honor the two-signature check system and that a new resolution stating that one signature policy is sufficient for our financial procedures when handling checks. Was stated that if policy not created the bank will audit accounts and close accounts with District. Board Member Raul G and Josphe P asked how this would impact daily operations, DA stated that it would be drastically difficult to address any sudden need for spending to fix operations issues, since signatures will be required for each check and all checks will run out of County account. Joseph Perez suggested that instead of having a debit card, we move to a credit card system. Stated that district can still have two signature policy in place for internal controls and to classify language in spending for DA.

Roll Call Vote for D1 is as follows:

1st Motion: Raul Guerra **2nd Motion: Joseph Perez**
Esmeralda Zamora-Yes
Raul Guerra-Abstain
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes

2. Approval of Board Meeting Minutes **(Action)**

Minutes-Regular Meeting April 19, 2022

Presented By DA: Pages 12-16

1st Motion: Esmeralda Zamora **2nd Motion: Raul Guerra**
Esmeralda Zamora-Yes
Raul Guerra-Yes
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes

3. Bank Account Information (all accounts) **(Informational)**

Presented By DA: Pages 17-26

All bank accounts were reviewed and no questions were presented.

4. Consider adoption of Resolution **2022-6** Reauthorizing Remote Teleconference Meetings by the Board of Directors Per AB 361 **(Action)**

Presented By: DA Pages: 27-31

DA stated that in order for District to continue to use teleconferencing technology, resolution must be passed monthly.

Roll Call Vote for Approval of Resolution 2022-6 is as follows:

1st Motion: Joseph Perez

2nd Motion: Laura Garcia

Esmeralda Zamora-Yes

Raul Guerra-Yes

Laura Garcia-Yes

Joseph Perez-Yes

Mary Rosales-Yes

5. Update on Approval of Purchase and Installation of Additional Lighting Fixtures for Soccer Field 1 (**Action**)
Presented By: DA Pages: 32-34
DA stated that Board Member RG requested additional lighting in a certain portion of Field 1 that needs more illumination. On top of repair diagnosis, the installation of additional lighting and repairs will not exceed \$4000.00. This will go on top of the purchasing of the additional lighting through Tom Fernett through TrueNorthLed.
1st Motion: Joseph Perez **2nd Motion: Raul Guerra**
Esmeralda Zamora-Yes
Raul Guerra-Yes
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes

6. Consider Health Insurance Benefits for Full Time Employees (**Direction**)
Presented By: DA Pages: 35-40
DA presented information on purchasing health insurance for all full-time employees. Provide documentation about costs to the district on page 36. Was asked to provide in projections along with one specific health plan, budget the costs for the new three years if District approved, would like to see numbers on the next FY Budget for consideration.

7. Update on Purchasing and Installation New Flooring for Recreation Center Hall (**Informational**)
Presented By: DA Pages: 41-42
DA presented a bid from 3rd Generation Flooring estimating costs at \$30,000. Legal suggested that we seek 3 bids for this project and to table until the next meeting or when bids have been acquired.

8. Approval of Hopeful Encounter Park Use Contract (**Action**)
Presented By: DA Pages: 43-47
Hopeful encounter park agreement was presented for their event. Board suggested that next time give District more than month's notice about event and to have all documentation present two weeks before event. Roll call vote was cast for approval of agreement:
1st Motion: Laura Garcia **2nd Motion: Joseph Perez**

**Esmeralda Zamora-Yes
Raul Guerra-Yes
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes**

9. Approval of Resolution **2022-5AC**: RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT APPROVING APPLICATION FOR PER CAPITA GRANT FUNDS
(Action)

Presented By: DA Pages: 48-52

Grants through State of CA was provided for futsal soccer complex, with a reward of \$179,206. Resolution was needed for approval of grant funds to be used for soccer complex and submit the application and support documents for the project funds. Roll call vote was casted for approval of resolution 2022:5AC.

**1st Motion: Raul Guerra 2nd Motion: Joseph Perez
Esmeralda Zamora-Yes
Raul Guerra-Yes
Laura Garcia-Yes
Joseph Perez-Yes
Mary Rosales-Yes**

10. Update and Approval of Mini Pitch System Proposed by Urban Soccer Park and Agreement **(Action)**

Presented By: DA Pages: 53-66

Removed from agenda, due to Legal requesting additional time for review of agreement.

G. CLOSED SESSION - None

H. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION - None

I. ADJOURNMENT.

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

NEXT REGULAR MEETING:

June 21, 2022

Certification of Posting

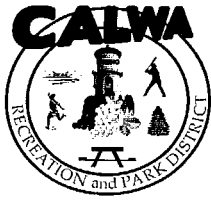
State of California

County of Fresno

Calwa Recreation and Park District

I declare under penalty of perjury that I am employed by the Calwa Recreation and Park District and that I posted this Agenda on the bulletin board in the Calwa Recreation District Office, on the front door window of the District Office, and on the website at www.calwarecreation.org on May 13th, 2022.

Adam J. Ramos



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

SPECIAL BOARD MEETING NOTICE AND AGENDA May 31, 2022 START TIME – 5:38 P.M. END TIME- 7:44 P.M.

BOARD CHAIRPERSON
Esmeralda Zamora, Chair

DISTRICT ADMINISTRATOR
Adam Ramos

BOARD VICE CHAIR
Raul Guerra Vice Chair

DISTRICT COUNSEL
Hilda Cantú Montoy

BOARD MEMBERS
Joseph Perez, Board Member
Laura Garcia, Board Member
Mary L. Rosales, Board Member

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Join Zoom Meeting

<https://us02web.zoom.us/j/85975854893>

Meeting ID: 859 7585 4893
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Dial by your location
+1 669 900 6833 US (San Jose)
+1 408 638 0968 US (San Jose)

Meeting ID: 859 7585 4893

CALL TO ORDER AND ROLL CALL

Esmeralda Zamora- Present
Raul Guerra-Present
Joseph Perez-Present
Laura Garcia-Present

Mary Rosales-Present
Adam J Ramos-Present
Hilda Montoy-Absent

A. INVOCATION AND FLAG SALUTE

Lead by DA-Adam Ramos

B. APPROVAL OF AGENDA

1st Motion: Esmeralda Zamora 2nd Motion: Joseph Perez

Roll Call Vote:

Esmeralda Zamora- Yes

Raul Guerra-Yes

Joseph Perez-Yes

Laura Garcia-Yes

Mary Rosales-Yes

C. PUBLIC COMMENTS

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No public comments were made in person or via zoom teleconference.

D. NEW BUSINESS

1. Annual Audit: Receive and accept audit overview and the financial statements of the Calwa Recreation and Park District for Fiscal Year 2020/2021 from Cuttone and Mastro, Certified Public Accountants. Presented By: Mike Cuttone (**Action**)

District CPA Auditor Mike Cuttone presented completed audit for fiscal year 20/21. Joseph Perez asked he could provide additional information on the additions of new assets purchased by the District and what asset deletions were provided.

1st Motion: Esmeralda Zamora 2nd Motion: Raul Guerra

Roll Call Vote:

Esmeralda Zamora- Yes

Raul Guerra-Yes

Joseph Perez-Yes

Laura Garcia-Yes

Mary Rosales-Yes

2. Fiscal Year 22-23 Review (Direction)

Presented By: DA

FY 22-23 and FY 21-22 were compared for direction from the board on which line items need to be increased or decreased. Board requested additional information and grant and revenue sources when provided preliminary budget FY 22-23.

3. Consider adoption of Resolution Reauthorizing Remote Teleconference Meetings By the Board of Directors Per AB 361.

1st Motion: Laura Garcia

2nd Motion: Esmeralda Zamora

Roll Call Vote:

Esmeralda Zamora- Yes

Raul Guerra-Yes

Joseph Perez-Yes

Laura Garcia-Yes

Mary Rosales-Yes

E. CLOSED SESSION

Public Employee Performance pursuant to Government Code Section 54957.6

Agency Designated Representatives: Board Member Mary Rosales and Vice Chair Raul Guerra

Unrepresented Employee: District Administrator

No action to report.

F. ADJOURNMENT

Generally, agenda packets and other public documents are available for inspection by the public at the District Office located at 4545 E. Church Avenue, Fresno, CA. You may request meeting agendas by email, you can ask to be added to the mailing list by calling (559) 264-6867 or send your request by email to info@calwarecreation.org. The agenda packet is posted at www.calwarecreation.org.

NEXT REGULAR MEETING:

June 21, 2022

Certification of Posting

State of California

County of Fresno

Calwa Recreation and Park District

I declare under penalty of perjury that I am employed by the Calwa Recreation and Park District and that I posted this Agenda on the bulletin board in the Calwa Recreation District Office, on the front door window of the District Office, and on the website at www.calwarecreation.org on January 28, 2022.

Adam J. Ramos

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-3

Wording for Agenda: Bank Account Information (all accounts)
(Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam J. Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent

Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

Department Recommendation: NA.

Summary/Background: District review of all accounts including REV, PR, and County Ledger for May 2022 numbers.

Prior Board Actions: NA

Attachments: Monthly General Ledger Transaction Register for fund 4660, Reconciliation Reports for accounts REV and PR, Detailed Report on Account Activity for REV and PR Accounts.

Recommended motion to be made by Board: NA

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

Business

CHECKING & SAVINGS

CURRENT BALANCE

AVAILABLE BALANCE

CLASSIC BUSINESS CHECKING

\$58,090.82

\$58,090.82

XXXXXX [REDACTED]

Transfers & Payments

Unpaid eBills

0

Scheduled transactions

5

My Spending

Eligible Accounts

June 2022

Uncategorized	94%	\$2,637.70
Bills & Utilities	6%	\$164.64
Business & Office	0%	\$5.04
Total		\$2,807.38

Feedback

Calwa Recreation and Park District
Reconciliation Summary
Bank of West NEW REV ... ██████████ Period Ending 05/31/2022

	<u>May 31, 22</u>
Beginning Balance	49,179.47
Cleared Transactions	
Checks and Payments - 38 items	-43,322.58
Deposits and Credits - 7 items	55,240.00
Total Cleared Transactions	<u>11,917.42</u>
Cleared Balance	<u>61,096.89</u>
Register Balance as of 05/31/2022	61,096.89
Ending Balance	61,096.89

Calwa Recreation and Park District Reconciliation Detail

Bank of West NEW REV ... Period Ending 05/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						49,179.47
Cleared Transactions						
Checks and Payments - 38 items						
Check	05/09/2002		Payroll Transfer	X	-10,000.00	-10,000.00
Check	05/02/2022		Streamline	X	-75.00	-10,075.00
Check	05/02/2022		Amazon	X	-16.19	-10,091.19
Check	05/03/2022		Mid Valley Tree Ser...	X	-1,500.00	-11,591.19
Check	05/03/2022		Mid Valley Disposal	X	-258.26	-11,849.45
Check	05/03/2022		Leasedirect Payment	X	-146.81	-11,996.26
Check	05/03/2022		Arco	X	-100.35	-12,096.61
Check	05/03/2022		Terminix	X	-60.00	-12,156.61
Check	05/03/2022		Arco	X	-51.35	-12,207.96
Check	05/05/2022		Microsoft 365	X	-432.00	-12,639.96
Check	05/10/2022		Yellow Dog Signs & ...	X	-216.70	-12,856.66
Check	05/11/2022		PG and E	X	-1,463.62	-14,320.28
Check	05/11/2022		Verizon Wireless	X	-123.50	-14,443.78
Check	05/11/2022		Amazon	X	-51.96	-14,495.74
Check	05/12/2022		Jeff Pfeiffer	X	-550.00	-15,045.74
Check	05/12/2022		Regime Republic	X	-130.00	-15,175.74
Check	05/13/2022		The Home Depot	X	-249.39	-15,425.13
Check	05/13/2022		Sherwin Williams	X	-171.94	-15,597.07
Check	05/13/2022		Bank of the West	X	-3.00	-15,600.07
Check	05/16/2022		LIVE SCAN	X	-52.00	-15,652.07
Check	05/16/2022		The Home Depot	X	-31.90	-15,683.97
Check	05/17/2022		Lighting Loan-De La...	X	-1,955.72	-17,639.69
Check	05/18/2022		Montoy Law Corpora...	X	-375.00	-18,014.69
Check	05/18/2022		Amazon	X	-115.81	-18,130.50
Check	05/19/2022		City of Fresno	X	-3,503.06	-21,633.56
Check	05/23/2022		Canva	X	-12.99	-21,646.55
Check	05/24/2022		Jaret	X	-156.75	-21,803.30
Check	05/24/2022		Regime Republic	X	-85.00	-21,888.30
Check	05/26/2022		Adobe	X	-14.99	-21,903.29
Check	05/27/2022		Payroll Transfer	X	-20,000.00	-41,903.29
Check	05/27/2022		Mid Valley Tree Ser...	X	-300.00	-42,203.29
Check	05/27/2022		Hall Deposit Refund	X	-200.00	-42,403.29
Check	05/27/2022		Sunnyside Trophy	X	-46.59	-42,449.88
Check	05/27/2022		Zoom Video Commu...	X	-14.99	-42,464.87
Check	05/31/2022		AT and T	X	-389.94	-42,854.81
Check	05/31/2022		ROLANDO MADRIG...	X	-320.00	-43,174.81
Check	05/31/2022		Central Sanitary Sup...	X	-131.58	-43,306.39
Check	05/31/2022		Amazon	X	-16.19	-43,322.58
Total Checks and Payments					-43,322.58	-43,322.58
Deposits and Credits - 7 items						
Deposit	05/03/2022		CALWA RECREATI...	X	1,755.00	1,755.00
Check	05/09/2022		Payroll Transfer	X	0.00	1,755.00
Deposit	05/09/2022		CALWA RECREATI...	X	295.00	2,050.00
Deposit	05/18/2022		CALWA RECREATI...	X	35.00	2,085.00
Deposit	05/18/2022		CALWA RECREATI...	X	2,400.00	4,485.00
Deposit	05/25/2022		CALWA RECREATI...	X	50,000.00	54,485.00
Deposit	05/27/2022		CALWA RECREATI...	X	755.00	55,240.00
Total Deposits and Credits					55,240.00	55,240.00
Total Cleared Transactions					11,917.42	11,917.42
Cleared Balance					11,917.42	61,096.89
Register Balance as of 05/31/2022					11,917.42	61,096.89
Ending Balance					11,917.42	61,096.89



Account Overview

Business

CHECKING & SAVINGS	CURRENT BALANCE	AVAILABLE BALANCE
<u>CLASSIC BUSINESS CHECKING</u> xxxxxx [REDACTED]	\$0.00	\$0.00
<u>REGULAR BUSINESS CHECKING</u> xxxxxx [REDACTED]	\$15,947.35	\$15,947.35

Feedback

Transfers & Payments

Unpaid eBills	0
Scheduled transactions	0

My Spending

Eligible Accounts

June 2022

You have no transactions for the account and date selected. Please try again.

Calwa Recreation and Park District
Reconciliation Summary
Bank of the West Payroll, Period Ending 05/31/2022

	<u>May 31, 22</u>
Beginning Balance	-40.17
Cleared Transactions	
Checks and Payments - 13 items	-17,167.23
Deposits and Credits - 3 items	40,000.00
	<u>22,832.77</u>
Total Cleared Transactions	
Cleared Balance	<u>22,792.60</u>
Register Balance as of 05/31/2022	22,792.60
Ending Balance	22,792.60

Calwa Recreation and Park District
Reconciliation Detail
Bank of the West Payroll, Period Ending 05/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						-40.17
Cleared Transactions						
Checks and Payments - 13 items						
Check	05/04/2022		Mary L. Rosales	X	-273.75	-273.75
Check	05/05/2022		Joseph Alejandrez	X	-658.57	-932.32
Check	05/06/2022		ADP	X	-516.18	-1,448.50
Check	05/06/2022		ADP	X	-101.73	-1,550.23
Check	05/06/2022		ADP	X	-80.83	-1,631.06
Check	05/10/2022		ADP	X	-5,218.87	-6,849.93
Check	05/11/2022		ADP	X	-1,599.50	-8,449.43
Check	05/13/2022		ADP	X	-72.59	-8,522.02
Check	05/16/2022		Ulysses S. Grant	X	-790.86	-9,312.88
Check	05/20/2022		ADP	X	-79.26	-9,392.14
Check	05/24/2022		ADP	X	-5,438.33	-14,830.47
Check	05/24/2022		ADP	X	-1,620.85	-16,451.32
Check	05/27/2022		Ulysses S. Grant	X	-715.91	-17,167.23
Total Checks and Payments					-17,167.23	-17,167.23
Deposits and Credits - 3 items						
Check	05/09/2022		Payroll Transfer	X	10,000.00	10,000.00
Deposit	04/20/2022		Payroll Transfer	X	10,000.00	20,000.00
Check	05/27/2022		Payroll Transfer	X	20,000.00	40,000.00
Total Deposits and Credits					40,000.00	40,000.00
Total Cleared Transactions					22,832.77	22,832.77
Cleared Balance					22,832.77	22,792.60
Register Balance as of 05/31/2022					22,832.77	22,792.60
Ending Balance					<u>22,832.77</u>	<u>22,792.60</u>

PeopleSoft
 MONTHLY GENERAL LEDGER TRANSACTION REGISTER
 Journal Dates 05/01/2022 through 05/31/2022

Fund: 4660 Calwa Park And Recreation Dist SUBCLASS: [REDACTED] ACCOUNT: [REDACTED]

Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
General Subclass						
Beginning Balance						
05/19/2022	REC	0002007264	Op Fund Entry - Main	790,415.17		
05/31/2022	AUD	0002008852	To reverse interest distri		13.77	50,000.00
Cash In Treasury				Account Total	13.77	50,000.00
Ending Balance				740,428.94		
Account:						
Beginning Balance						
05/19/2022	REC	0002007264	Op Fund Entry - Main	3,452,103.17		
Fund Balance - Unassigned				Account Total	50,000.00	
Ending Balance				3,502,103.17		
Account:						
Beginning Balance						
05/31/2022	AUD	0002008852	To reverse interest distri	-3,000.00		13.77
Interest				Account Total	0.00	13.77
Ending Balance				-3,013.77		
Subclass Total					50,013.77	50,013.77
Fund Total					50,013.77	50,013.77

Report I
Program:

PeopleSoft
MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 2
Run Date 06/02/2022

Run Time 10:08:45

Fund:
Calwa Park And Recreation Dist
Subclass: 10000
General Subclass

Fiscal Year 2022
Through Period 11

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

Current Balances
Debits Accts Credit Accts

385,985.69	385,985.69	596,881.41	596,881.41	740,428.94	740,428.94
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GRAND TOTALS

End of Report

PeopleSoft
 MONTHLY GENERAL LEDGER TRIAL BALANCE

Fiscal Year 2022
 Through Period 11

Fund:	Calwa Parks 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
0110	Cash In Treasury			383,547.53			356,881.41	0.00	740,428.94		0.00
0315	Interest Receivable			2,438.16			0.00	2,438.16	0.00		0.00
1435	Due To Other Governmental			0.00	1,619,309.92		0.00	0.00	0.00		0.00
1480	Fiduciary Closing			0.00	2,028,778.94		0.00	0.00	0.00		1,619,309.92
2230	Fund Balance - Unassigned			0.00	-3,262,103.17		240,000.00	252,148.00	0.00		2,280,926.94
3005	RDA ABX1 26 Property Tax			0.00	0.00		0.00	0.00	0.00		-3,502,103.17
3006	Redev Tax Increm Reimb			0.00	0.00		0.00	28,567.71	0.00		28,567.71
3009	Suppl-Current Unsecured			0.00	0.00		0.00	15,118.45	0.00		15,118.45
3010	Property Taxes-Current Sec			0.00	0.00		0.00	52.16	0.00		52.16
3011	Suppl-Current Secured			0.00	0.00		0.00	270,747.66	0.00		270,747.66
3013	Supplemental-Curr Secured			0.00	0.00		0.00	5,895.10	0.00		5,895.10
3015	Property Taxes-Current Unsec Pr			0.00	0.00		0.00	83.89	0.00		83.89
3017	Property Taxes-Curr Unsec			0.00	0.00		0.00	16,575.30	0.00		16,575.30
3380	Interest			0.00	0.00		0.00	862.46	0.00		862.46
3565	State-I/L Homeowners Prop			0.00	0.00		0.00	3,013.77	0.00		3,013.77
	SUB CLASS TOTAL			385,985.69	385,985.69		596,881.41	596,881.41	740,428.94		740,428.94

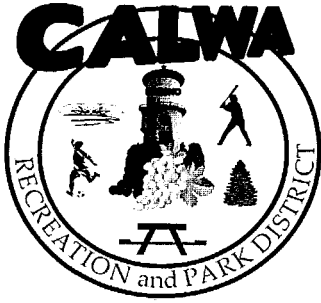
Calwa Recreation and Park District
Reconciliation Summary
Fresno County BANK Account, Period Ending 09/30/2020

	<u>Sep 30, 20</u>
Beginning Balance	790,415.17
Cleared Transactions	
Checks and Payments - 2 items	-100,000.00
Deposits and Credits - 2 items	50,013.77
	<u>-49,986.23</u>
Total Cleared Transactions	
Cleared Balance	<u>740,428.94</u>
Register Balance as of 09/30/2020	740,428.94
Ending Balance	740,428.94

Calwa Recreation and Park District
Reconciliation Detail
Fresno County BANK Account, Period Ending 09/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						790,415.17
Cleared Transactions						
Checks and Payments - 2 items						
Check	05/17/2022	██████████	CALWA RECREATI...	X	-50,000.00	-50,000.00
Deposit	05/25/2022	██████████	CALWA RECREATI...	X	-50,000.00	-100,000.00
Total Checks and Payments					-100,000.00	-100,000.00
Deposits and Credits - 2 items						
Deposit	05/01/2022	██████████	CALWA RECREATI...	X	13.77	13.77
Check	05/17/2022	██████████	CALWA RECREATI...	X	50,000.00	50,013.77
Total Deposits and Credits					50,013.77	50,013.77
Total Cleared Transactions					-49,986.23	-49,986.23
Cleared Balance					-49,986.23	740,428.94
Register Balance as of 09/30/2020					-49,986.23	740,428.94
Ending Balance					-49,986.23	740,428.94

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-4

Wording for Agenda: Consider Holding Remote Meetings Under AB 361 and determine whether to approve Resolution Authorizing Remote Teleconference Meetings by the Board of Directors Per AB 361 (**Action**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Approve Resolution 2022-8.

Summary/Background: District may continue to meet per regular Brown Act provisions for teleconferencing or utilize the option under AB361 for remote meetings. This Resolution will allow our Board members the ability to participate in our normal and special board meetings via teleconferencing via zoom or other teleconferencing software.

Prior Board Actions: Approved Resolution 2022-7.

Attachments: Resolution 2022-8.

Recommended motion to be made by Board: Approve.

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

RESOLUTION NO. 2022 -8

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 8. This Resolution shall take effect on April 19, 2022, and shall be effective for thirty days or until such time as the Board of Directors adopts a Subsequent Resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board of Directors and all District legislative bodies may continue to meet remotely, without compliance with Government Code Section 54953(b)(3), but otherwise as permitted by Government Code Section 54953(e) *et seq.*

* * * * *

CERTIFICATION

The foregoing Resolution No. 2022-8 was adopted at a special meeting on June 21, 2022, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENCES: _____

Secretary of the Board of Directors

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-5

Wording for Agenda: Consideration and Approval of Health Insurance Benefits for Full Time Employees (**Action**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:
 District Board

Regular Session:
 Consent Calendar
 Regular Item
 Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Consider adopting and approve a new line item in FY 22-23 Budget to offer health insurance benefits to 75% of Full-Time Staff Employees. Funds can be allocated from COVID-19 Relief Award.

Summary/Background: District contacted SDRMA organization for Health Insurance options/benefits for full time District staff. District would be responsible for 75% of the costs while employee cover remaining 25%, if employee decides to add dependents the expense would be covered by employee. Stipulations from insurance providers are that at minimum fulltime staff must use District health insurance for District to qualify. District will start off offering only medical benefits to employee only and this will happen annually, renewals will not be automatic. Please review "Health Benefits Program Eligibility Requirements" for all details. Calwa Recreation and Park District does not currently offer any benefits to any of the full-time employees, with addition of new funds and awards a slow easement into benefits is needed. Estimated District costs for medical insurance is reflected in page two of this transmittal report.

Prior Board Actions: NA

Attachments: Health Benefits Program Eligibility Requirements Document, Medical Benefit Rates for 2022 Documents.

Recommended motion to be made by Board: Consider adopting and approval of a new line item in FY 22-23 Budget to offer health insurance benefits to 75% of Full-Time Staff Employees. Funds can be allocated from COVID-19 Relief Award. Congingent of approval of preliminary budget for FY 22-23.

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

**Calwa Recreation and Park District
Agenda Item Transmittal**

**ONLY PLAN OFFERED TO DISTRICT
DISTRICT COSTS ANNUALLY**

PLAN OPTION	EMPLOYEE	COST TO EE/MONTH	COST OF ER/MONTH	ANNUAL COST PER ER	MIN REQ OF 2 EE
SILVER PPO	\$649.93	\$162.48	\$487.45	\$5,849/EE	\$11,698
COST OF ALL 4 EMPLOYEES	"	"	"	5849(4)=	\$23,396

MEDICAL BENEFIT RATES FOR 2022 – GUARANTEED UNTIL JANUARY 1, 2023

**AREA IV - Southern CA:
Other Counties**

Fresno, Imperial, Inyo, Kern,
Kings, Madera, Riverside, Orange,
San Diego, San Luis Obispo,
Santa Barbara, Tulare

*Fresno County: For Kaiser Active
and Early Retiree rates please
refer to Area VI rates per Kaiser
Guidelines.

PLAN	Employee	Employee + 1	Employee + 2 or More
Gold PPO	\$908.41	\$1,799.41	\$2,386.01
Platinum PPO	\$992.92	\$1,976.57	\$2,570.88
Silver PPO	\$649.93	\$1,296.77	\$1,681.99
Bronze PPO	\$591.34	\$1,167.59	\$1,461.88
EPO	\$1,005.28	\$2,002.32	\$2,601.78
HDHP 10	\$798.10	\$1,581.05	\$2,058.82
HDHP 20	\$651.48	\$1,301.93	\$1,695.48
Access+ HMO 15	\$974.38	\$1,948.76	\$2,527.62
Access+ HMO 20	\$907.43	\$1,808.68	\$2,352.52
Kaiser HMO 15	\$819.88	\$1,616.07	\$2,096.05
Kaiser HMO 20	\$781.88	\$1,546.97	\$2,001.29

**AREA V - Out of State
Early Retirees Only**

PLAN	Employee	Employee + 1	Employee + 2 or More
Gold PPO	\$1,058.64	\$2,115.62	\$2,750.13
Platinum PPO	\$1,157.72	\$2,318.53	\$3,011.72
Silver PPO	\$761.17	\$1,521.31	\$1,975.54
Bronze PPO	\$697.31	\$1,394.59	\$1,802.71
EPO	\$1,237.03	\$2,473.03	\$3,215.66
HDHP 10	\$909.49	\$1,815.89	\$2,361.79
HDHP 20	\$744.69	\$1,489.38	\$1,914.40
Access+ HMO 15	N/A	N/A	N/A
Access+ HMO 20	N/A	N/A	N/A
Kaiser HMO 15	N/A	N/A	N/A
Kaiser HMO 20	N/A	N/A	N/A

**AREA VI - Northern CA:
Sacramento**

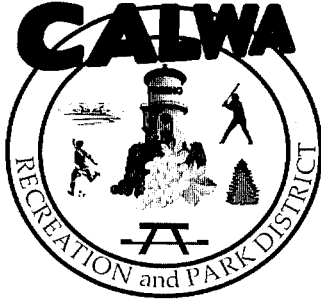
El Dorado, Placer, Sacramento

*Fresno County Kaiser Active and
Early Retiree Rates

PLAN	Employee	Employee + 1	Employee + 2 or More
Gold PPO	\$925.97	\$1,851.64	\$2,403.14
Platinum PPO	\$1,013.52	\$2,026.01	\$2,631.65
Silver PPO	\$667.44	\$1,336.94	\$1,738.64
Bronze PPO	\$611.82	\$1,224.67	\$1,592.38
EPO	\$1,082.53	\$2,168.15	\$2,813.96
HDHP 10	\$813.70	\$1,631.52	\$2,118.71
HDHP 20	\$671.16	\$1,342.09	\$1,714.79
Access+ HMO 15	\$1,089.74	\$2,180.51	\$2,835.59
Access+ HMO 20	\$1,011.46	\$2,027.04	\$2,634.74
Kaiser HMO 15	\$957.90	\$1,893.14	\$2,453.46
Kaiser HMO 20	\$923.91	\$1,826.19	\$2,355.91

Rates shown are for active, early retiree and public officials.

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-6

Wording for Agenda: Review of District Website and Social Media Procedures (Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Continue to use current social media procedures.

Summary/Background: Social media is vital on promoting a business and sustaining relevance in outreach to the community. The District maintains three social media accounts which include: two Facebook accounts at CalwaRec and Calwa Recreation and Park District, an Instagram account at Calwaparkfresno, and our website at calwarecreation.org. We are working on combining the accounts but unfortunately Facebook does not permit this nor can data and friends transition over to the account once closed, second account was created from prior DA, and CalwaRec page has grown significantly larger than the original business page of Calwa Recreation and Park District. Social Media procedures are listed on the next page.

Prior Board Actions: NA

Attachments: Social Media and Website Management Procedures, Current Social Media Data.

Recommended motion to be made by Board: Continue to use current social media procedures.

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

Calwa Recreation and Park District Agenda Item Transmittal

Calwa Recreation and Park District Social Media and Website Management

Descriptions of Management Tasks

1. Website Maintenance
 - a. Maintained and monitored **daily** by Office Manager and DA.
 - b. All posts to the website are reviewed and approved by DA before uploading on website
 - c. All posts related to events or programs that are out of date are stored in a tab called "Previous Park Events". This showcases our events and programs from throughout the year for any potential corporate, private, or grant donations.
2. Facebook Maintenance (2 Accounts)
 - a. Two accounts are related to District.
 - b. Both accounts are maintained and monitored **daily** by Office Manager and DA.
 - c. CalwaRec is the popular engagement, exclusive, page where are followers must be approved to view content and has our 2.4K following.
 - d. Calwa Recreation and Park District is the business page that has a low following and was not utilized during the pandemic nor before that by previous DA and staff.
 - e. Both accounts are maintained the same. When a post is uploaded on one page the other page is provided the same upload.
3. Instagram Maintenance
 - a. Account is monitored **every other day** by DA.
 - b. Smaller following, less engagement
 - c. Account is primarily used to maintain relationships and view information on non-profits, local politicians, and organizations interested in assisting with the District.
 - d. Posts are related to organizations that assist with District and "tagged"
 - e. Posts also showcase our current programs and events.

**Calwa Recreation and Park District
Agenda Item Transmittal**

Current Social Media Data

Media Platform	Followers/Friends/Users
CalwaRec Facebook Page 1	2.4K
Calwa Recreation and Park District Facebook Page 2	697
Instagram Account	249 Followers
Calwa Website	6529 Page Views-May

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-7

Wording for Agenda: Consideration and Approval of Removal of Art Wall (Direction)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:
 District Board

Regular Session:
 Consent Calendar
 Regular Item
 Public Hearing

Review:

District Administrator
(Initials Required)

AR

Department Recommendation: Continue to allow art wall to be used by art community.

Summary/Background: District art wall has been a historic showcase for our community for numerous years. It is the only "legal" graffiti wall in the Central Valley with artist from across the state and country coming to express their vision upon our wall. The art wall generates \$1700 per year mainly from the Bizarre Art Festival held once a year. District is seeking direction on whether the district should continue to offer the art wall as a service or if the District should cover the art wall and have a mural or motivational piece commissioned at some point.

Prior Board Actions: NA

Attachments: NA

Recommended motion to be made by Board: Allow art wall to continue to be used as a legal wall.

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

RESOLUTION NO. 2022-9

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT REGARDING ORDERING EVEN-YEAR BOARD OF DIRECTORS' ELECTION; CONSOLIDATION OF ELECTIONS; AND SPECIFICATIONS OF ELECTION ORDER.

WHEREAS, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

WHEREAS, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for the actual costs incurred by the county elections official in conducting the election for that district; and

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; determine the number of words, may estimate the cost; and state the estimate must be paid in advance; and

WHEREAS, Elections Code Section 12112 requires the election official of the principal county to publish a notice of the election once in a newspaper of general circulation in the district.

NOW, THEREFORE, IT IS ORDERED that an election be held within the territory included in this district on the **8th day of November, 2022**, for the purpose of electing members to the board of directors of said district in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on Tuesday, **the 8th day of November, 2022**. The purpose of the election is to choose members of the board of directors for the following seats:

Director Joseph Perez	Four-year term to expire 12/2022
Director Esmeralda Zamora	Four-year term to expire 12/2022
Director Raul Guerra	Four-year term to expire 12/2022

2. The District has determined that the candidate will pay for the optional Candidate's Statement. The Candidate's Statement will be limited to 200 words. As a condition of having the Candidate's Statement published, the candidate shall pay the estimated cost at the time of filing. The District hereby accepts the estimated cost as estimated by the County Clerk/Registrar of Voters.
3. The District directs that the Fresno County Clerk/Registrar of Voters publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. This board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the district, pursuant to Elections Code Section 10400 et seq. In accordance with the provisions of Elections Code Section 10403, the Board of Directors acknowledges that the consolidated election will be held and conducted in accordance with the applicable provisions of law regulating the statewide general election pursuant to Elections Code Section 10418.
5. The board hereby requests the Board of Supervisors to permit the County Clerk/Registrar of Voters to provide all necessary election services and to canvass the results of the election.
6. The District will reimburse the county for the actual cost incurred by the County Elections Official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.
7. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held.
8. THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Director (enter name) seconded by Director (enter name) at a regular meeting on this day of June 21, 2022, by the following vote:

ATTEST:

I, Adam J. Ramos, District Administrator of the Calwa Recreation and Park District, do hereby certify that the foregoing resolution was duly adopted and

passed by the Board of Directors at a regular meeting of the District held at 4545
E. Church Avenue, Fresno, CA on the June 21, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Adam J. Ramos, District Administrator
Calwa Recreation and Park District



County of Fresno

COUNTY CLERK/REGISTRAR OF VOTERS
JAMES A. KUS

LETTER OF AUTHORIZATION

To obtain and/or file candidate nomination documents

I hereby authorize _____ to obtain and/or file the following nomination documents
(Print name of authorized person)

on my behalf for the _____ Election.
(Print name and date of election)

Check the applicable box(s):

Obtain Nomination Documents

Obtain Declaration of Candidacy

File Nomination Documents

File Declaration of Candidacy

File Candidate Statement

Petitions In-Lieu of Filing Fee

Check one:

Yes, I authorize the person written above to make any changes and or corrections to my nomination documents.

No, I do not authorize the person above to make any changes and/or corrections to my nomination documents.

Complete the following:

Current residence address _____
Street Address City State Zip Code

Mailing address (If different from above) _____
Street Address or PO Box City State Zip Code

Telephone Number(s): _____ and/or _____

Internet Address: _____ and/or _____
Email Address Website Address

I am aware that said documents and the Declaration of Candidacy, if applicable, must be properly executed and filed at the Fresno County Elections Office no later than 5:00 p.m. the last day of the nomination period (E-88), EC 8028(b), 8064, 8020(d).

Printed Name

Signature of Candidate

Date



County of Fresno
County Clerk/Registrar of Voters
JAMES A. KUS

Candidate Filing Class

for the
November 8, 2022
Gubernatorial General Election

When:

Monday, July 11, 2022

Time: 5:30PM – 7:30PM

Where:

Fresno County Elections
Training Room

4525 E Hamilton Ave
Fresno, CA 93702

Topics to Cover:

Ethical Considerations

Important Dates to Remember

Candidate Filing Process

Ballot Designation Rules

Candidate Statements

Campaign Finance Reporting (FPPC)

Voter Data Requests

To RSVP please email:

clerk-elections@fresnocountyca.gov

For questions call (559) 600-8683

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-9

Wording for Agenda: Job Descriptions and Task Lists of District Employees (**Informational**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: NA

Summary/Background: District currently employs 3 full time employees: DA, Maintenance Supervisor, Office Manager as well as three part time employees: (3) Part Time Maintenance Members. Each department and employee are provided a job description and task list of that position upon employment. Provided in the attachments you will find a general task lists that each employee possess. Maintenance staff are required to complete their task lists per shift. These documents are general support documents to assist our staff on tasks that need to be completed per shift but are not limited to what is on that document, most staff assist other employees from different departments to ensure high quality of work and productivity. Also included in the attachments are rental procedures for hall and picnic rentals. Documents will show the procedure for District rentals pre and post rental. Each employee scheduled to work on a "rental" day must complete these documents.

Prior Board Actions: NA

Attachments: Task lists for Office, Maintenance, and Programs Departments. Hall and Picnic Rental task lists pre/post rental.

Recommended motion to be made by Board: NA

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

Calwa Recreation and Park District

Park Maintenance

Task Schedule

Task	Frequency	Location	Assigned Staff
Watering Fields/Park	Tues, Thurs, Fri 3x/week	All Fields	MT Supervisor
Pressure Washing Picnic Areas	Weekly Thursdays	All Picnic Areas	MT Supervisor/MT Staff
Lawn Cutting (Dependent on growth)	Weekly Wednesdays	All lawn areas	MT Supervisor
Play Area Hazards Inspections (check for sharps, chain strength for swings, durability of structures)	Daily	Play area	MT Supervisor /Staff
Leaf Blow Parking Lot	Daily	Parking Lot	All MT Staff

Please review Park Maintenance Task Sheet that each MT Employee is required to fill out daily, all detailed tasks are on that document.

HALL RENTALS PRE AND POST

Tasks	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
PRE Bring out and open all tables (customer will place in areas they decide)							
Bring out and open all chairs (customer will place in areas they decide)							
Stock up the inside and outside restrooms (toilet paper, paper-towels,							
Make sure floor is swept							
Clean up tables (if needed)							
Clean up chairs (if needed)							
Provide trash bins							
Provide trash bags							
Check in with host hourly							
POST PARTY							
Put away all chairs							
Put away all tables							
Throw out trash							
Sweep Floor							
Mop Floor							
Remove any tape, tacks on the walls							
Clean windows							

HALL RENTALS PRE AND POST

Wipe down table top areas: metal surfaces									
Lock up hall									
Additional Work Added by DA or Daniel.									

*All duties need an initial by staff for every completed task

Additional Tasks Completed or Requested by DA or Supervisor: Please initial and date tasks completed.

PICNIC RENTALS PRE AND POST

Tasks	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
PRE-RENTAL							
clean up areas tabletops and benches (remove sticky items)							
Clean up trash around areas							
Make blue cans are empty							
Reserved sign is up							
Provide trash bag							
Turn on electrical (if paid for)							
Check in periodically							
Make sure BBQ is cleaned out with old coals							
POST-RENTAL							
Clean up tabletops and benches							
Clean up loose trash on floor around area and on concrete							
Empty blue trash cans around picnic area							
Clean out BBQ of coals, foil, trash, food							
Rake up ground if confetti used							
Remove reserved sign							
Additional Work Added by DA, Daniel, Juana							

PICNIC RENTALS PRE AND POST

Additional Work Added by DA or Daniel or Juana							
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***All duties need an initial by staff for every completed task**

Additional Tasks Completed or Requested by DA or Supervisor: Please initial and date tasks completed.

MAINTAINANCE CREW TASK WEEKLY CHECK LIST

Tasks	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Hall Restrooms: Clean: mop, sweep, restock: Men/Women							
Exterior Restroom: Clean, Maintain, Restock							
Lock All Doors and Gates							
Hall: Swept and Mopped							
Blue Trashes: emptied out							
Graffiti Clean Up: check tables, doors, restrooms, etc...							
All Soccer Fields Pick up loose trash on all fields							
Main Parking Lot: Pick up loose trash							
Perimeter Park: Daily: Trash pick up							
Field Lights: Turned On							
Field Lights: Turned Off							
Hall Building: Windex all windows outside and inside							
Fields: Weed Eating							
Park Trees: Low Branch Trimming							
Hall Building: Alarm Set, Blue Gate locked.							
Take out Dumpsters			Blue/Brown Go Out	Green Go Out			
Lock all doors and gates							

MAINTAINANCE CREW TASK WEEKLY CHECK LIST

Additional Work Added by DA or Daniel.							
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***All duties need an initial by staff for every completed task**

Additional Tasks Completed or Requested By DA or Supervisor: Please initial and date tasks completed.

DUTIES LIST-ACTIVITIES COORDINATOR:JUANA

Done?	Task	Description	Frequency	Method	Priority
<input type="checkbox"/>	Check/review emails	Log into outlook and review all emails	Daily	Email	High
<input type="checkbox"/>	Coordinate with Erica on registrations or questions for programming	Collect discuss messages, comments, suggestions, for park programs.	Daily	In person	High
<input type="checkbox"/>	Check Todo list	Complete as many tasks as possible before after school program begins.	Daily	Planner	High
<input type="checkbox"/>	Operate After School Program	Interact with children.	Daily	In Person	High
<input type="checkbox"/>	Operate Toddler Soccer Program	Setting up indoor turf and other soccer supplies. Interacting with toddlers in a fun learning environment.	Monday Only	In person	High
<input type="checkbox"/>	Clean/organize computer room	Making sure all computers are turned off. Everything is sanitized and the floor is clean for the next day.	Daily	In person	High
<input type="checkbox"/>	Operate Calwa Fun Saturday's	Setting up outdoor activities for a fun family day: open free play	Saturday Only	In Person	High
<input type="checkbox"/>	Check in with Maintenance staff	Communicate with maintenance about all hall and outdoor picnic rentals for Saturday and Sunday.	Saturday Only	In Person	High
<input type="checkbox"/>	Operate as weekend rentals manager	Communicate with MT Team about park rentals: signage, communication, location.	Saturday Only	In Person	High

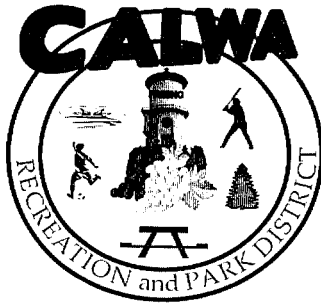
Done?	Task	Description	Frequency	Method	Priority
<input type="checkbox"/>	Operate Summer Camps Program	Create lesson plans, procedures, lead instruction and activities, communicate with parents	Mon-Thursday	In Person	High
<input type="checkbox"/>	Update Outdoor Bulletin	Remove and post updated program/event flyers	Monday	In Person	High
<input type="checkbox"/>	Assist with office coverage	Cover office while other staff is on lunch or breaks	Daily	In Person	High
<input type="checkbox"/>	Create program flyers	Create program flyers for social media posts and bulletin board	As need	In Person	High
<input type="checkbox"/>					

DUTIES LIST-OFFICE ADMIN

Done?	Task	Description	Frequency	Method	Priority
<input type="checkbox"/>	Check website for emails	Log into website and review all emails from public	Daily	Email	High
<input type="checkbox"/>	Send out employee emails work schedule	Gather emails from employees and send work schedules to all	Biweekly	Email	High
<input type="checkbox"/>	Create work schedule	Complete work schedule and review Time Request Off Forms to input if approved	Biweekly	Email	High
<input type="checkbox"/>	Check Both Facebook Accounts	Log into FB accounts (both) and answer any messages or emails from public	Daily	Web	High
<input type="checkbox"/>	Take Payments	Tenant rent payments, Rental payments from hall, picnic areas, art wall or events. Log payment on Deposit Log Sheet.	Daily	In Person	High
<input type="checkbox"/>	Update Monthly Rental Calendar	Update Monthly Calendar with any new Hall, Picnic or Event Rentals on monthly calendars.	Daily	In Person	High
<input type="checkbox"/>	Phone calls	Answer incoming phone calls, Make phone calls to schedule services or to contact community members as needed to respond to questions, concerns etc.	Daily	In Person	High
<input type="checkbox"/>	Attend to Rental Questions/Schedule Rentals	Explain the Rental Fee break down to community members and book rentals.	Daily	In person or over phone	High

Done?	Task	Description	Frequency	Method	Priority
<input type="checkbox"/>	Organize Revenue Binder	Filing of purchases made, refunds, payments and any income made.	Daily	In Person	High
<input type="checkbox"/>	Pay Bills	Submitting payments that are not automatic payments		Phone, Internet	High
<input type="checkbox"/>	Board Meeting Prepping	Assist with Agenda Emails, Posting of Agenda, Board Member Binder prepping.	Monthly or as needed for Special Meetings	In person, Email	High
<input type="checkbox"/>	Place Maintenance Supplies Order	Place Supply Order for Bathroom supplies and cleaning supplies.	As Needed	Phone	Moderate
<input type="checkbox"/>	Check in with Juana	Update of Hall, Picnic and Event Rentals for weekend so that MT Staff is prepared.	Weekly	In Person	High
<input type="checkbox"/>	Audit prepping	Locating documents needed and making sure we have all needed information that will be asked for during audit time.	Daily prepping of documents with Revenue binder	In Person	High

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-10

Wording for Agenda: Consideration to Repair or Demolish Pump Room (**Action**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Seek further information on costs to demolish pump room.

Summary/Background: Once pool project begins the question of what to do with the pump room will need to be addressed. The pump room was previously used for the old pool, where it housed filtration systems. That equipment is obsolete and serves not function for the park currently. The pump room currently functions as a storage facility for our Parks Maintenance department vehicles and other small items. For the new pool, the pump room will not serve any purpose for the new pool, the filtration systems are drastically smaller and will be housed in a small area near the pump room under a fencing block for security. If approved the demolition process will likely occur as such: metal materials may be recycled by District for extra revenue, bidding process will take place, and then complete demo through outside contracted company. It is estimated that the costs can range from \$10,000-\$40,000+. Costs will include demo of structure, filling of land, removal of debris, removal of chemicals and chemical equipment, removal of large metal water storage pump, and shipping costs for removal of large items. Is a rough estimate, District staff are no qualified to remove or demolish structure will need to contracted out.

Prior Board Actions: NA

Attachments: None

Recommended motion to be made by Board: NA

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

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-12

Wording for Agenda: Update on Consideration of Installation of Solar Panels and Supporting Structure (**Direction**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Seek further information on costs to install solar panels and supporting structures.

Summary/Background: District costs for electricity have remained consistent. With the addition of the new LED lighting for the soccer fields this has reduced the electrical use for the District. Majority of the energy being used is from the Hall/Offices AC system, and general use around the park. After consulting with several solar installation companies, a structure would need to be installed within the parking lot. The City of Fresno would also need to approve the structure and placement within the park. Informal estimate costs range from at minimum \$100,000, with financing options available to cover the expense. In the past when the District has inquired about financing options for other projects the total payout for a \$185,500 loan is \$230,640, stated for reference. Solar details are in a proposal provided by one of the companies, this document is for future reference.

Prior Board Actions: NA

Attachments: Energy use document, CSDA Finance Corp Loan Document, and Solar companies contacted, estimated solar proposal.

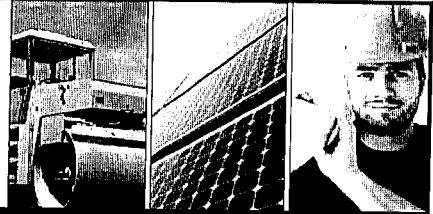
Recommended motion to be made by Board: NA

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

Month	Start Date Time	End Date Time	Facility	Usage (kWh)	Peak Demand (kW)	Events Flags	Avg High temperature (°F)	Avg Low temperature (°F)
21-Jun	6/1/2021 0:00	6/30/2021 23:59	CALWA RECREATION & PARK DISTRICT	4375.92	45.12		101.3928604	65.26786041
21-Jul	7/1/2021 0:00	7/31/2021 23:59	CALWA RECREATION & PARK DISTRICT	9792.72	46.08		112.6531219	70.02187347
21-Aug	8/1/2021 0:00	8/31/2021 23:59	CALWA RECREATION & PARK DISTRICT	8078.96	46.08		110.2566681	69.51999664
21-Sep	9/1/2021 0:00	9/30/2021 23:59	CALWA RECREATION & PARK DISTRICT	7237.36	43.84		106.046669	67.78666687
21-Oct	10/1/2021 0:00	10/31/2021 23:59	CALWA RECREATION & PARK DISTRICT	3971.36	44.16		84.46451569	58.05484009
21-Nov	11/1/2021 0:00	11/30/2021 23:59	CALWA RECREATION & PARK DISTRICT	3755.64	36.16	Daylight Savings	71.63448334	51.63793182
21-Dec	12/1/2021 0:00	12/31/2021 23:59	CALWA RECREATION & PARK DISTRICT	4266.32	28.16		61.04000092	44.24000168
22-Jan	1/1/2022 0:00	1/31/2022 23:59	CALWA RECREATION & PARK DISTRICT	4294.08	32.32		57.78125	43.25624847
22-Feb	2/1/2022 0:00	2/28/2022 23:59	CALWA RECREATION & PARK DISTRICT	4683.28	34.88		66.54666901	45.48666763
22-Mar	3/1/2022 0:00	3/31/2022 23:59	CALWA RECREATION & PARK DISTRICT	4259.44	48	Daylight Savings	69.88275909	45.37931061
22-Apr	4/1/2022 0:00	4/30/2022 23:59	CALWA RECREATION & PARK DISTRICT	3944	59.52		76.31562805	51.59375
22-May	5/1/2022 0:00	5/31/2022 23:59	CALWA RECREATION & PARK DISTRICT	4290.24	52.8		84.77931213	55.07931137
22-Jun	6/1/2022 0:00	6/30/2022 23:59	CALWA RECREATION & PARK DISTRICT	62949.32				



CSDA Finance Corporation



1112 I Street, Suite 200
Sacramento, CA 95814
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www.csdafinance.net

PREPARED BY CSDA FINANCE CORPORATION

DATE: May 6, 2022

PROPOSED LEASE PURCHASE FOR: Calwa Recreation and Park District

RE: [REDACTED]

NOTE: TERMS ARE BASED UPON LEASE BEING BANK QUALIFIED

Purchase Option amount is exclusive of the rental payment due on same date.

Interest rate quote is valid for an acceptance within 15 days and lease funding within 60 days.

Documentation Fee: \$7,500 (included in financing amount)

Payments: Annually in arrears	Financing Amount \$182,500	Interest Rate 4.50%	Term 10 Years
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PMT #	Due Date	Rent Payment	To Principal	To Interest	Purchase Option
1		\$23,064.13	\$14,851.63	8,212.50	
2		23,064.13	15,519.95	7,544.18	
3		23,064.13	16,218.35	6,845.78	
4		23,064.13	16,948.18	6,115.95	
5		23,064.13	17,710.84	5,353.29	101,251.05
6		23,064.13	18,507.83	4,556.30	82,743.22
7		23,064.13	19,340.69	3,723.44	63,402.53
8		23,064.13	20,211.02	2,853.11	43,191.51
9		23,064.13	21,120.51	1,943.62	22,071.00
10		23,064.13	22,071.00	993.13	0.00

TOTALS:	<u>\$230,641.30</u>	<u>\$182,500.00</u>	<u>\$48,141.30</u>
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Approved and agreed to: Calwa Recreation and Park District

By: _____

Date: _____

Title: _____

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-13

Wording for Agenda: Repair of Pedestrian Tripping Hazards throughout the Park (**Direction**)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Repair basketball entrance tripping hazard and others if applicable, do not invest District funds into picnic foundation areas since they will be improved by Prop 68 project.

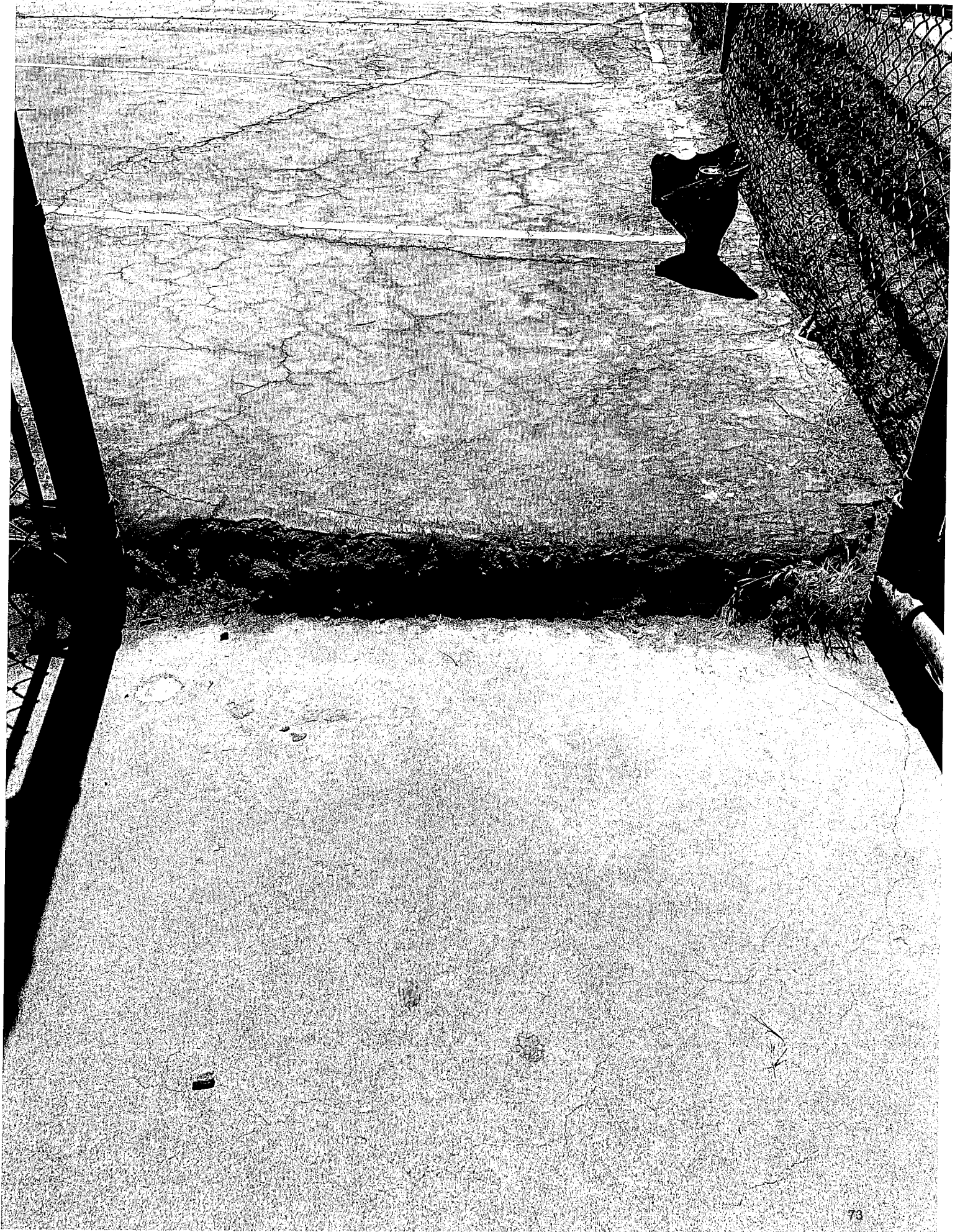
Summary/Background: District has areas of the park that need improvement to the concrete and a need for additional upgrades to comply with ADA. The main areas that have been reported are basketball court entrance, basketball court cracks, and foundation at the picnic areas. Slurry will be needed to repair inside of the basketball courts, asphalt will be needed for the main entrance to comply with ADA regulations, and a concrete company will need to be reached for quotes on concrete repair. One of the areas that main need to be addressed are the picnic areas with have a slight elevation to them, it is recommended that those be left as is since Prop 68 will be relocating and upgrading those picnic structures. Work will need to be outsourced.

Prior Board Actions: NA.

Attachments: Photos of areas that need improvement.

Recommended motion to be made by Board: Approve funds to repair basketball court front entrance.

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





Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-14

Wording for Agenda: Update on District Creating a Non-Profit 501 (c) (Informational)

Submitting: District Administrator

Contact Name and Phone Number: Adam Ramos
559-264-6867

For action by:
 District Board

Regular Session:
 Consent Calendar
 Regular Item
 Public Hearing

Review:

**District Administrator
(Initials Required)**

AR

Department Recommendation: Do not pursue creation of non-profit 501 (c).

Summary/Background: District has had an issue of acquiring certain grants and donations from certain organizations that will only assist organizations with a 501(c) status in the past. Although, donations or grants to the District are fully taxable, some corporations will only work with non-profit organizations. It was suggested in the past that the District create a 501(c) organization to assist in acquiring funds from those organizations but after research and discussion with District Legal Counsel, it was determined that the District currently does not possess the resources and funding to create and staff a District 501(c) organization.

Prior Board Actions: NA

Attachments: None

Recommended motion to be made by Board: NA

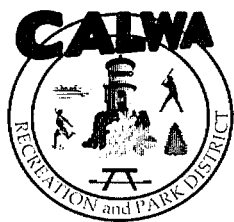
Copies of this report have been provided to: Board Members and District Counsel

Calwa Recreation and Park District Agenda Item Transmittal

Steps for starting a California nonprofit public benefit corporation

1. Determine the name of the corporation
2. Draft and file the articles of incorporation
3. Appoint the board of directors
4. Draft the bylaws and conflict of interest policy
5. Take the initial board actions
6. Obtain an employer identification number (EIN)
7. File the initial registration form with the California Attorney General's Registry of Charitable Trusts
8. File the Statement of Information with the California Secretary of State
9. Apply for federal tax exemption with the Internal Revenue Service (IRS)
10. Apply for California tax exemption with the California Franchise Tax Board (FTB)

Calwa Recreation and Park District
Agenda Item Transmittal



Meeting Date: June 21, 2022

Agenda Item Number: E-15

Wording for Agenda: Update on District Sidewalk and Road Construction on Barton Ave. (**Informational**)

Submitting: District Administrator

Contact Name and Phone Number: Adam J. Ramos
559-264-6867

For action by:

District Board

Regular Session:

Consent

Calendar

Regular Item

Public Hearing

Review:

**District Administrator
(Initials Required)**

Department Recommendation: NA

Summary/Background: District relinquished property on Barton Ave to the City of Fresno in association with Fresno County's Department of Public Works and Planning. This will assist the District in developing safe sidewalks and updated roads along Barton Ave. The progress on the project is slow and after discussions with Erin Haagenson the Principal Staff Analyst for these projects, it has been stated that the projects are greater in scope than just Barton Ave and they are in the infant stages of development. The County has funds for sidewalk and street repair development, but funds are "earmarked"- projects created from a general budget line funding- for Calwa community street and sidewalk repair. Although "earmarked" funds are not currently available, until data is received from community, and fully approved by County of Fresno. Analyst stated that with the community assisting in the survey provided, this can move the process faster.

Prior Board Actions: NA

Attachments: Community survey questionnaire, correspondence with Erin Haagenson Principal Staff Analyst Fresno County.

Recommended motion to be made by Board: Continue to support County of Fresno efforts by providing survey to community.

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

From: Haagenson, Erin
Sent: Monday, June 13, 2022 10:50 AM
To: Adam Ramos
Subject: Calwa ATP Application

Adam:

Sorry for the delay in getting back to you, here is part of the description. If you could provide a letter of support by Wednesday at noon that would be great. A link to our bike & ped survey is below as well to share.

The proposed project will install a new sidewalk where missing and replace damaged or non-ADA compliant sidewalks. This will close a major sidewalk gap between six significant Calwa destination points: Calwa Elementary School, the Business District (which includes Olivan Barber Shop, Calwa Beauty Shop, Carnitas La Piedad Taqueria, Academy West Insurance, Taqueria Las Plebes), the U.S. Post Office, the local market on 9th Street, and places of worship (such as the Calwa United Methodist Church on Laurite Avenue and Family Community Church on 10th). In fact, it will provide direct continuity from the U.S. Post Office located at 4026 East Jensen Avenue to the businesses district's Olivan Barber Shop on 4141 East Jensen Avenue and to the Calwa Elementary School at 4303 E. Jensen Ave. By doing so, the proposed project will increase the proportion of trips accomplished by biking and walking, increase the safety of non-motorized users, achieve greenhouse gas reduction, and ensure Calwa, although a disadvantaged community, can fully share in the benefit of active transportation.

• *Creation of new routes:*

Within the project area, new sidewalks will be installed where needed. For example, not both sides of 9th Street between Church Ave and Eugenia have sidewalks. Where there are no sidewalks, pedestrians are forced to walk on the dirt or in the street to travel to the local market on 9th street jeopardizing their safety while hoping that oncoming traffic sees them and steers clear. The new sidewalks will ensure safe pedestrian travel on both sides of 9th Ave. Students will be given the space to travel separated from motor vehicles. With the creation of new routes, opportunities for active transportation are increased thus, public health is enhanced, and safety of non-motorized users is supported.

Removal of barrier to mobility:

The routes to Calwa Elementary School include sidewalks with cracked, uneven pavement which make it difficult for wheelchairs to cross, there is not enough room for two people to walk side by side which makes it unsafe for group walks, and there is a lack of sidewalks which forces students to walk on dirt or even worse slippery mud in times of bad weather. Broken or missing sidewalks and unsafe pedestrian facilities impact mobility. By rectifying the problems and removing the barrier to mobility, Calwa citizens gain access to goods, services, and employment. Walking to school will become easy, pleasant, and safe.

Here is a link to the bike and pedestrian survey: <https://www.surveymonkey.com/r/257V2R5>



Let's talk soon about County staff doing a presentation to your Board about these project applications - I'm thinking July or August. Thank you again,
Erin



Erin Haagenson | Principal Staff Analyst
Department of Public Works and Planning | Design
2220 Tulare St. 7th Floor Fresno, CA 93721
Phone: (559) 600-9908
www.co.fresno.ca.us/planholders
www.co.fresno.ca.us/rfp
[Your input matters! Customer Service Survey](#)

Bike and Pedestrian Survey

Encuesta de Ciclistas y Peatones

In Punjabi:

<https://www.surveymonkey.com/r/QXMMN22>

In Hmong:

<https://www.surveymonkey.com/r/WMBNNJV>

1. Do you live in unincorporated Fresno County (not within a City)?

¿Vives en área no incorporada al Condado de Fresno (no dentro de una Ciudad)?

Yes
Sí

No
No

2. Which unincorporated community do you live in – or what are your cross streets?

¿En qué comunidad no incorporada vive, o cuáles son sus calles transversales?

3. If you have children who attend grades K-12, how do they get to school? Select all that apply.

Si tiene hijos que asisten a los grados K-12, ¿cómo llegan a la escuela? Seleccione todas las que correspondan.

Bus
Autobús

Walk
Caminando

Bike
Bicicleta

Car
Automóvil

4. What method do you use to travel around your community? Select all that apply.

¿Qué método utiliza para desplazarse por su comunidad? Seleccione todas las que correspondan.

Walk
Caminando

Bike
Bicicleta

Assistive device (wheelchair, walker, scooter, etc.)
Dispositivo de asistencia (silla de ruedas, caminadora, scooter, etc.)

Car
Automóvil

Public transportation

Transporte publico

5. Where do you walk, bike, or roll to? Select all that apply.

¿Dónde camina, anda en bicicleta o rueda?

Seleccione todas las que correspondan.

Store

Tienda

School

Escuela

Work

Trabajo

Visit friends/family

Visitar amigos/familia

Park/Recreation/Exercise

Parque/Recreativo/Ejercicio

I don't walk or bike

No camino ni ando en bicicleta

I travel by car to walk or bike somewhere else for exercise

Viajo en auto a otro lugar para hacer ejercicio como caminar o andar en bicicleta

6. Are you aware of any obstacles to walking, biking, or traveling by wheelchair in your community? Select all that apply.

¿Conoce algún obstáculo para caminar, andar en

bicicleta o viajar en silla de ruedas en su comunidad?
Seleccione todas las que correspondan.

Lack of sidewalks or sidewalks in bad condition

Faltan aceras o aceras en mal estado

Lack of bike lanes

Falta de carriles para bicicletas

Lack of crosswalks/crossing lights

Falta de cruces peatonales/luces de cruce

Sidewalks are blocked/obstructed

Las aceras están bloqueadas/obstruidas

Crime/unsafe neighborhood

Crimen/vecindario inseguro

Distance/destinations are too far apart

La distancia/los destinos están demasiado separados

No issues with walking or biking

No hay problemas para caminar o andar en bicicleta

7. Can you name or describe any locations that have obstacles/are unsafe/need improvements?

¿Puede nombrar o describir algún lugar que tenga obstáculos, que no sea seguro o que necesite mejoras?

8. What types of improvements would encourage

you to walk, bike, or roll more often in your

you to walk, bike, or roll more often in your community? Select all that apply.

¿Qué tipo de mejoras lo alentarían a caminar, andar en bicicleta o rodar con más frecuencia en su comunidad? Seleccione todas las que correspondan.

- More sidewalks/more connected sidewalks**
Más aceras/más aceras conectadas
- More bike lanes**
Más carriles para bicicletas
- More crosswalks**
Más cruces de peatones
- More traffic lights**
Más semáforos
- More police/less crime**
Más policías/menos delincuencia
- More trails/recreational walking paths**
Más senderos/senderos recreativos para caminar
- More destinations (stores, libraries, community centers, etc.)**
Más destinos (tiendas, bibliotecas, centro comunitarios, etc.)

9. How often would you walk or bike if local conditions were safer?

¿Con qué frecuencia caminaría o andaría en bicicleta si las condiciones locales fueran más seguras?

- Daily**
Diariamente

Weekly

Semanalmente

Few times a month

Algunas veces al mes

When convenient/Weather permitting

Cuando sea conveniente/si el clima lo permite

Never

Nunca

10. If you have any additional comments, please explain here.

Si tiene algún comentario adicional, explíquelo aquí.

Done

Powered by



SurveyMonkey

See how easy it is to [create a survey](#).

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