



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

REGULAR BOARD MEETING

MINUTES

December 21, 2021

TIME – 5:30 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

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 participants who call in 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.

CALL TO ORDER AND ROLL CALL

Meeting was called to order at 5:34 p.m.

Roll Call:

Esmeralda Zamora-Present

Raul Guerra-Present

Joseph Perez-Absent

Laura Garcia-Present

Mary Rosales-Present

A. INVOCATION AND FLAG SALUTE

Invocation and flag salute were led by Board Member: Mary Rosales

B. APPROVAL OF AGENDA

Agenda was 1st motioned by: Board Member Laura Garcia

Agenda was 2nd motioned by: Board Chairperson Esmeralda Zamora

4-0 approved, 0-opposed and 0-absentee votes

C. PUBLIC COMMENTS

Members of the public wishing to address the District may do so when the 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

D. OLD BUSINESS

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

Presented By DA: Pages 4-10

Page 4 shares an update on Covid-19. New mask guideline by State has been implemented at Calwa Park Hall immediately for all programs and classes being offered so that we are following all current State and City policies.

2. Update on Swimming Pool Project (**Informational**)

Presented By: DA Pages 11-14

District Administrator update Board Members on all the current finances of swimming pool project that included the current donations.

F. NEW BUSINESS

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

Presented By DA: Pages 15-25

Administrator reviewed all the current expenses with Board Members such as explaining the Turkey Giveaway expenses that are covered by Donations on page 16 it also show's swimming pool donation as well.

Page 17 shows the reconciliation of expenses

Page 18 shows payroll and taxes

Board Member Raul Guerra asked question regarding Tax Apportionment in December and if we had received it yet? District Administrator shared that we had not received it and he would look at Fresno County Ledgers as well as contact Fresno County.

District Administrator did share that Calwa Park District had been awarded money from CSDA due to Covid-19 losses.

District Counsel recommended a resolution was recommended to be passed by Calwa Park Board on how to spend money awarded from CSDA

2. **Approval of Board Meeting Minutes (Action)**
Minutes-Regular Meeting November 16, 2021
Presented By DA: Pages:26-30
November 16, 2021 Minutes were approved
1st motioned by Board Chairperson Raul Guerra
2nd motioned by Board Member Mary Rosales
4-0 approved, 0-opposed and 0-absentee

3. **Thanksgiving Event Expense Report (Informational)**
Presented By DA: Pages:31-33
Calwa Park team collaborated with MLTV on 11-19-2021 as well as partnered with Wawona to house/ store turkeys.
400 turkeys/150 small chickens donated. We impacted about 1,200 people.
District Administrator showed a breakdown of donor's list. Director Stipend shows up means Board Director donated their earnings back to Calwa Park.
District Administrator reviewed breakdown of purchases to show where they are spent, donors are also sent a copy of event expense expenditures.
Zip codes that we found to have the highest impact were in first place 93725 and in second place was 93702 so we found that we greatly impacted the surrounding community within 1 to 2 miles of our surrounding area.

4. **Approval of District Staff Step Increases (Action)**
Presented By: DA Pages: 34-36
Board Chair Raul Guerra did suggest that he would like to see that a starting and ending date be added so that they there is a cap and not just ongoing forever. Effective date would like to be seen that the anniversary date be used. Advised District Administrator to check CSDA web page as well as Fresno City's/County's page for an example.

District Counsel suggested that the title be Calwa Rec Employee Schedule.

Board has approved to increase with the changes of the dates being changed to reflect Step 1, Step 2 and so on up until Step 5. Step 1 should reflect where the employee is currently at, but they would like to see they item tabled for next board meeting on January 18, 2022.

5. **Update on Tenant Blanca Parra of El Dorado Taqueria Contract (Action)**
Presented By: DA Pages: 37-41

Approval of Contract with Tenant Blanca Parra with rent increase and paying PGE portion that would include electric and gas. Board Member Raul Guerra asked if there was anything in the contract that covered the tenant giving Calwa Park a 30-day notice if they were to want to leave the park.
Contract was approved with the amendment of tenant giving a 30-day notice in case they wanted to terminate contract.

1st motioned by Board Chairperson Raul Guerra
2nd motioned by Board Member Laura Garcia
4-0 approved, 0-opposed, and 0-opposed.

- 6. Approval of Contract Field Use with Southeast Fresno Youth Soccer League **(Action)**.
Presented By: DA Pages: 42-46

District Administrator explained the requests made by Southeast Youth Soccer League.

Board Member Chairperson Raul requested that a meeting setup with Joe Hinojosa and Ad Hoc to discuss plans of soccer field usage.

Any amendments would come to the board. District Counsel asked to be sent the contract in Word form to look over and clean up language.

Item is to be tabled for next regular meeting on January 18, 2022

H. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION

None

I. ADJOURNMENT

Meeting was adjourned at 6:44 p.m.

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:

January 18th, 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 Oct 15, 2021.

Adam J. Ramos
