**REGULAR BOARD MEETING**

**NOTICE AND AGENDA**

**June 21, 2022**

**Start Time: 5:36pm**

**End Time: 8:18pm**

**BOARD CHAIRPERSON DISTRICT ADMINISTRATOR**

Esmeralda Zamora, Chair Adam Ramos

**BOARD VICE CHAIR DISTRICT COUNSEL**

Raul Guerra Vice Chair 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**

Topic: Regular Board Meeting-June 21 2022

Time: Jun 21, 2022 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/86073870996

Meeting ID: 860 7387 0996

One tap mobile

+14086380968,,86073870996# US (San Jose)

+16699006833,,86073870996# US (San Jose)

Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 860 7387 0996

Find your local number: https://us02web.zoom.us/u/ksPix5mgn

**CALL TO ORDER AND ROLL CALL**

**Call to Order: 5:36pm**

**Roll Call**

**Esmeralda Zamora-Present**

**Raul Guerra-Present**

**Laura Garcia-Absent**

**Joseph Perez-Present**

**Mary Rosales-Present**

**Adam Ramos-Present**

**Hilda Montoy-Present**

1. **INVOCATION AND FLAG SALUTE**

**Invocation and Flag Salute lead by Board Member: Mary Rosales**

1. **APPROVAL OF AGENDA**

**1st motion: Mary Rosales 2nd Motion: Esmeralda Zamora**

**Roll Call Vote:**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-Yes**

**Mary Rosales-Yes**

1. **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.**

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

Presented By DA Pages 4-7

Discussed on what the current positivity rates are for the County of Fresno and if new changes to policies on the local, state, and federal level have changed. Programs and events will continue to follow current procedures and face masks are optional for all staff and program participants. New signage has been put up in facilities and program areas stating if sick to remain home and staff will follow current District protocols for positive or exposures.

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

Presented By: DA Pages: 8-9

Discussed the most recent meeting between County of Fresno rep, District legal counsel, and DA. GC was not present at meeting. GC will provided additional information on the pool project, provided bids and estimates to District. Still in discussion with GC regarding all bidding requirements are being met in accordance with ARPA contract. Bidding process was discussed as one whole project then subbed out other vendors. GC will provide a timeline of estimated work dates and details on the procurement of the project. Discussed restroom upgrades and they will be separate bidding process. Suggested prefabricated restrooms for easy installation and are vandalism proof.

3. Update on Prop 68: (**Informational**)

Presented By: DA Pages: 10

Discussed the current status of Prop 68 project. Reviewed the documentation and bidding dates for the project. Stated that DA, Sandra Celedon from Fresno Building Healthier Communities, and WRT Design Reps will be hosting a biweekly meeting to discuss progress and any changes to the projects design. Board member Perez stated that someone from the Board should be present to the board meetings and only 2 board members are allowed to attend. Stated that times are during the day in early morning but will provide invitation link to board members if interested. Designated board member Perez and whomever is available during those times to attend.

**E. NEW BUSINESS**

1. Approval of Resolution 2022-10 RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT ADOPTING THE FISCAL YEAR 2022-2023 PRELIMINARY BUDGET (**Action**)

Presented By: DA Pages: 11-13

Preliminary Budet was approved by role call vote of:

**1st motion: Raul Guerra**

**2nd Motion: Mary Rosales**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-Yes**

**Mary Rosales-Yes**

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

Minutes-Regular Meeting May 17, 2022

Minutes-Special Meeting May 31, 2022

Presented By DA: Pages:14-24

**1st motion: Mary Rosales**

**2nd Motion: Esmeralda Zamora**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-Yes**

**Mary Rosales-Yes**

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

Presented By DA: Pages 25-36

Reviewed all District accounts. Reviewed large purchase items were for tree trimming, tent rental for Easter event, and employee salary will be taken away from the PR account not the REV account, DA stated that he will correct in future payouts.

4. Consider adoption of Resolution **2022-8** Reauthorizing Remote Teleconference Meetings by the Board of Directors Per AB 361 (**Action**)

Presented By: DA Pages: 37-41

**1st motion: Mary Rosales**

**2nd Motion: Joseph Perez**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-Yes**

**Mary Rosales-Yes**

5. Consideration and Approval of Health Insurance Benefits for Full Time Employees (**Action**)

Presented By: DA Pages: 42-44

Reviewed adding employee benefits to the budget and offer a basic package to the full time employees. Financial impacts were reviewed on the District. Role call vote was enacted as follows.

**1st motion: Raul Guerra**

**2nd Motion: Mary Rosales**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-No**

**Mary Rosales-Yes**

6. Review of District Website and Social Media Procedures (**Informational**)

Topic Requested By: Joseph Perez Pages: 45-47

Presented By: DA

Social media policy was reviewed for social media accounts, website, and how staff goes about inputting information that is current and removing or out of date.

7. Consideration and Approval of Removal of Art Wall (**Direction**)

Topic Requested By: Mary Rosales Pages:48

Presented By: DA

Topic was reviewed and board members were stating that this topic was for directional purposes to remove the art wall and cover it up with a solid color. DA stated that the expense would need to be figured out after feedback from the board. DA was directed to get cost of materials and paint to complete project. Will bring back to the board with information.

8. 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. (**Action**)

Presented By: DA Pages: 49-54

Election procedures were reviewed and resolution was needed by the County of Fresno Elections Office with the elections coming in November of 2022.

**1st motion: Joseph Perez**

**2nd Motion: Mary Rosales**

**Esmeralda Zamora-Yes**

**Raul Guerra-Yes**

**Laura Garcia-Absent**

**Joseph Perez-Yes**

**Mary Rosales-Yes**

9. Job Descriptions and Task Lists of District Employees (**Informational**)

Topic Requested By: Joseph Perez Pages: 55-66

Presented By: DA

DA reviewed job duties of all staff in the District. The frequency of each duty performed by each department, also reviewed the process for hall party and picnic party rentals.

10. Consideration to Repair or Demolish Pump Room. (**Direction**)

Topic Requested By: Joseph Perez Pages: 67

Presented By: DA

DA reviewed the request for information. Stated that the costs for the project would be in excess of $50,000, this is due to the chemical extraction procedures and companies that we would need to hire to remove the chemicals. The land that we would need to fill in the whole inside of the pump room would also need to be filled for an additional expense. DA stated that expenses are to much to take on at the moment and that pump upgrades instead of demo are more plausible.

11. Consideration of Additional Parking Options (**Direction**)

Topic Requested By: Joseph Perez Pages: 68

Presented By: DA

Discussed the City of Fresno ownership and repairs of Barton Street for additional parking as park has seen an increase in park use especially during evening hours when soccer is present. Stated that this would be the responsibility of the City of Fresno and efforts for follow ups have no been provided by City Council.

12. Update on Installation of Solar Panels (**Direction**)

Topic Requested By: Joseph Perez Pages: 69-71

Presented By: DA

Discussed options for solar. Stated that the structures would need to be approved by City of Fresno permitting and did seek general information from a local company on the estimated costs for the project. Documents were reviewed and provided for a loan with an estimated amount of $200,000. No direction was given as the cost at this time is excessive for the park to begin.

13. Repair Pedestrian Tripping Hazards throughout Park (**Action**)

Topic Requested By: Joseph Perez Pages: 72-74

Discussed tripping hazards in the basketball court area. Since there is a small steep step the chance for injury is high. To avoid that we will look into contracting the work for the step in the future. Was stated that would need to be a company that is certified and specializes in ADA compliance projects. Topic was tabled pending bids for the project.

14. Update on District Creating a Non-Profit 501(c) (**Direction**)

Topic Requested By: Joseph Perez Pages: 75-76

Presented By: DA

Legal and DA stated that the process to create a non profit is plausible but more funding would be needed as well as staff to support the creation. It was stated that we can seek other current 501 (c) to receive the awards on our behalf but that the only one within proximity and vision of the District is Friends of Calwa.

15. Update on District Sidewalk and Road Construction on Barton Ave. (**Informational**)

Topic Requested By: Joseph Perez Pages: 77-85

Presented By: DA

DA presented information from the County about potential projects around the Calwa area including the sidewalks. Stated that funds are present but they would need to follow through with vote and approval as well as community participation in order to see sidewalks improve. Sidewalks adding along Barton Ave are in conjunction with the City of Fresno property lines and they stated that at some point new sidewalks will be installed with no time line given.

**G. CLOSED SESSION**

NONE

**H. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION**

NONE

**I. ADJOURNMENT.**

Meeting adjourned at 8:18pm

**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: July 19, 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 June 17, 2022.

**Adam J. Ramos**   
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