



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

+16699006833,,82501191541# US (San Jose)

+14086380968,,82501191541# US (San Jose)

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/u/kd0IIDWoks>

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 Joseph 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 Fennett 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
