



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

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SPECIAL BOARD MEETING NOTICE AND AGENDA MINUTES

July 20, 2023

4545 E. Church Ave, Fresno CA 93725

5:30 pm

Start Time: 5:49pm

End Time: 6:57pm

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 BOARD OF DIRECTORS HAS RESUMED MEETINGS IN PERSON.. The Board welcomes you to its meetings and encourages you to participate at the meeting. This agenda contains a brief general description of each item that will be considered by the Board. All persons 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.

CALL TO ORDER AND ROLL CALL

Esmeralda Zamora-Present

Raul Guerra-Present

Laura Garcia-Present

Mary Rosales-Absent

Joesph Perez-Absent

A. INVOCATION AND FLAG SALUTE

Invocation lead by Moment of Silence Tribute

Flag Salute lead by DA-Adam Ramos

B. APPROVAL OF AGENDA

Motion to move F5 before D1. 1st motion: Zamora 2nd motion: Garcia. All in favor voted casted: 3 aye, 0 no, 2 absent.

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 comment present.

D. CONSENT CALENDAR

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be considered separately at the request of any member of the Board or any person in the audience.

1st Motion: Garcia 2nd Motion: Zamora. All in favor vote casted: 3 aye, 2 absent, 0 no. No questions were asked regarding consent items.

1. SUBJECT: Minutes of the Regular Meeting held on June 20, 2023.

RECOMMENDATION: That the Board approve the minutes.

2. SUBJECT: Bank Account Information (all accounts)

RECOMMENDATION: That the Board accept the report.

E. UNFINISHED BUSINESS

1. SUBJECT: Swimming Pool Update

RECOMMENDATION: That the Board receive report, discuss, and provide direction.

Pool updated was provided to Board, no additional updates were provided that were different from last months information. The survey and steel testing services were provided and DA stated that they are awaiting the results from those tests to move forward with the project.

F. NEW BUSINESS

1. SUBJECT: Public Hearing to consider Approval of Resolution 2023-07: Resolution of the Board of Directors of Calwa Recreation and Park District Adopting the Final Budget for Fiscal Year 2023-2024.

DA updated Director Guerra on preliminary budget items. Director Guerra asked a few questions about the revenue for the budget and DA did present information on overall expenditures and revenue brought in by the District. A motion was made to approve the final budget for FY 23-24. 1st motion: Garcia 2nd motion: Zamora. All in favor vote casted: 3 aye, 2 absent, 0 nos.

RECOMMENDATION: That the Board conduct the public hearing, receive report, and approve Resolution 2023-07 Final Budget for FY 23-24 adoption.

2. SUBJECT: Park Rental Agreement for Calwa Boxing Club's: Calwa Mega Boxing Show.

RECOMMENDATION: That the Board receive report, discuss, and approve Park Rental Agreement with Calwa Boxing Club for the Calwa Mega Boxing Show.

Item was presented in the last meeting. Minor questions of logistics were asked by Director Guerra. Event host, Mr. Blajos was present and answered questions from Board. DA confirmed that Mr. Blajos had all proper documentation for the event.

1st motion: Zamora. 2nd motion: Garcia. All in favor vote casted: 3 aye, 2 absent, 0 no.

3. SUBJECT: Park Rental Agreement for CBDIO's: La Guelaguetza Fresno 2023.

RECOMMENDATION: That the Board receive report, discuss, and approve Rental Agreement on CBDIO La Guelaguetza Fresno 2023.

Item was presented and no questions were asked by Board. Since this event is reoccurring the process has been simple and effective regarding documentation, invoicing, and planning. 1st: Zamora, 2nd: Garcia. All in favor vote casted: 3 aye, 2 absent, 0 no.

4. SUBJECT: Approval of Field Use Contract with Southeast Fresno Youth Soccer League.

RECOMMENDATION: That the Board receive report, discuss, and approve agreement with Southeast Youth Fresno Soccer League.

Item was presented and no questions were asked by Board. Since this event is reoccurring the process has been simple and effective regarding documentation, invoicing, and planning. 1st: Zamora, 2nd: Garcia. All in favor vote casted: 3 aye, 2 absent, 0 no.

5. SUBJECT: Matters relating to District Administrator's Resignation.

RECOMMENDATIONS:

A. That the Board discuss the transition and the recruitment process for new District Administrator

B. That the Board appoint an Ad Hoc Committee to work on Transition Matters

C. That the Board appoint an Ad Hoc Committee regarding Recruitment.

D. That the Board consider retaining Mr. Adam Ramos as consultant to perform duties on a part-time basis and provide direction on hours, rate, scope of work.

E. That the Board approve resolution regarding checks and banking as follows:

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.

With DA departure, the need for administrative assistance was obvious to keep the District accounts and other administrative matters consistent. DA as a consultant was discussed and further details were provided on what that may look like with regards towards hours per week, pay scale, etc. Director Zamora stated that ADHOC committees were needed for office and recruitment of a new DA. District Counsel stated that a special meeting would be needed regarding ADHOC for those departments. A rate of \$30/hour was discussed for DA services and stated that it recommended that the hours per week do not exceed 14-15 hours/per week. A motion was made to retain the services of Adam Ramos for consultation services until a new DA is appointed.

1st motion: Guerra 2nd motion: Garcia. All in favor voted casted: 3 aye, 2 absent, 0 no.

G. DISTRICT ADMINISTRATOR'S REPORT

1. SUBJECT: Informational report on all District information.

RECOMMENDATION: That the Board receive report, discuss, and provide direction, if needed.

DA report was provided and no questions were provided by the Board.

H. Director Communications/Agenda Items

This portion of the meeting is reserved for the Directors (i) to make brief reports on boards, committees, and other public agencies, and at public events, (ii) to initiate new matters and to request updates, (iii) and to initiate new agenda items. Under this section the Board may take action only on items specifically agendized and which meet other requirements for actions.

NONE

I. CLOSED SESSION: NONE

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

K. ADJOURNMENT

Access to Agenda. 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.

Reasonable Accommodation. Requests for accommodations for persons with disabilities such as signing services, assistive listening devices, or alternative format agendas and reports needed to assist participation in this public meeting may be made by call the District Administrator at 559-264-6867 or emailing adam@calwarecreation.org

Espanol. Para asistencia en espanol sobre este aviso, por favor llame a (559) 264-6867.

NEXT REGULAR MEETING: August 15, 2023.

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 **July 19, 2023**.