



Calwa Recreation & Park District

4545 E. Church Avenue, Fresno, CA 93725 • Phone: (559) 264-6867

Mary L. Rosales **Raul Guerra** **Sandra Celedon** **Vacant** **Vacant**

Board Member
Chair

Board Member
Vice-Chair

Board Member
Secretary

Amardeep Gill
District Administrator

www.calwarecreation.org

Hilda Cantú Montoy
District Counsel

Regular Board Meeting Minutes Tuesday August 16, 2016 6:30 pm

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 attendees are advised that pagers, cell phones, and any other communication devices should be powered off upon entering the Board meeting.

The Board may consider and act on an agenda item in any order it deems appropriate. Actual timed items may be heard later but not before the time set on agenda. Persons interested in an item listed on the agenda are advised to be present throughout the meeting to ensure their presence when the item is called.

For each agenda item considered by the Board there will first be a staff presentation followed by a presentation from the involved individuals. Public comments from those in attendance will then be taken. All public comments will be limited to three minutes per person.

1. CALL TO ORDER

The meeting was called to order at 6:34 pm

2. ROLL CALL

Directors present: Board Chair Rosales, Vice Chair Guerra, and Director Celedon.

3. INVOCATION

Board Chair Rosales delivered the invocation

4. FLAG SALUTE

Held

5. APPROVAL OF THE AGENDA

ACTION: Director Celedon motioned to approve the agenda. Seconded by Vice Chair Guerra and carried with a 3-0 vote as follows:

Chair Rosales: Aye Vice Chair Guerra: Aye Director Celedon: Aye

6. PUBLIC FORUM

A. COMMENTS FROM THE PUBLIC. Members of the public wishing to address the District on an item that is not on the agenda may do so now. No action will be taken by the Board this evening. But items presented may be referred to the Administrator for follow up and a report. 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 Chairman.

7. CONSENT CALENDAR (*ACTION ITEM*)

A. Approval of Meeting Minutes

1. Regular Board Meeting May 17, 2016
2. Special Board Meeting May 19, 2016
3. Regular Board Meeting June 28, 2016
4. Regular Board Meeting July 19, 2016

ACTION: Director Celedon motioned to approve the agenda. Seconded by Vice Chair Guerra and carried with a 3-0 vote as follows:

Chair Rosales: Aye Vice Chair Guerra: Aye Director Celedon: Aye

8. NEW BUSINESS

A. Receipt of Resignation Letter From Board Member Felicia Salcido Effective July, 30 2016. Consideration and Approval of Resolution No. 2016-17 Regarding Filling Board Vacancy by Appointment (*ACTION ITEM*)

1. Resolution includes the stipulations required by the County of Fresno for appointments, a notice of vacancy, and an application form for potential applicants.

ACTION: Director Celedon motioned to approve Resolution stipulating that the Board will fill its recent vacancy via an appointment. Seconded by Vice Chair Guerra and carried with a 3-0 vote as follows:

Chair Rosales: Aye Vice Chair Guerra: Aye Director Celedon: Aye

B. Consideration and Approval of Resolution No. 2016-18, Calwa Recreation and Park District Conflict of Interest Code (*ACTION ITEM*)

ACTION: Director Celedon motioned to approve Resolution outlining the District Conflict of Interest Code. Seconded by Vice Chair Guerra and carried with a 3-0 vote as follows:

Chair Rosales: Aye Vice Chair Guerra: Aye Director Celedon: Aye

C. Consideration of Resolution No. 2016-19 Concerning the District's Purchasing Policy (ACTION ITEM)

1. The Board will consider approval of a District purchasing policy that authorizes the District Administrator to spend up to \$1,000 without prior approval and up to \$25,000 in demonstrable emergency situations, details the process of obtaining approval if that amount is between \$1,000-\$25,000, and the formal bid process if the amount of a service, item, or equipment exceeds \$25,000.

ACTION: Director Celedon motioned to amend section 3(a) by increasing the District Administrator's purchasing power from anything up to \$1000 to anything up to \$5000. No second, **MOTION FAILED.**

ACTION: Director Celedon motioned to amend section 3(a) by increasing the District Administrator's purchasing power from anything up to \$1000 to anything up to \$2500. No second, **MOTION FAILED.**

ACTION: Vice Chair motioned to amend section 3(a) by increasing the District Administrator's purchasing power from anything up to \$1000 to anything up to \$2000. Seconded by Chair Rosales and dismissed by a 2-1 vote as follows:

Chair Rosales: Aye **Vice Chair Guerra:** Aye **Director Celedon:** No

ACTION: Agenda item is tabled until the following board meeting

D. Consideration of Accepting Bids Regarding Property Appraisal of District Structures for Property Insurance (ACTION ITEM)

ACTION: Vice Chair Guerra motioned to grant authorization for the District Administrator to get an appraisal service for the District. Seconded by Chair Rosales and carried by a 3-0 vote as follows:

Chair Rosales: Aye **Vice Chair Guerra:** Aye **Director Celedon:** Aye

E. Discussion and Direction Concerning Hiring Contingency Counsel for Recovering Losses Caused by Truck Crashing into District Property (DIRECTION ITEM)

ACTION: Director Celedon motioned to authorize the District Administrator to seek contingency counsel services regarding District property damages. Seconded by Vice Chair Guerra and followed with a 3-0 vote as follows:

Chair Rosales: Aye **Vice Chair Guerra:** Aye **Director Celedon:** Aye

F. Presentation and Discussion of District Financial Reports (INFORMATIONAL ITEM)

1. Account Reconciliations for July 2016

2. Current Account Balances

DISCUSSION: District finances were discussed but no action was taken

9. District Administrator's Report (*INFORMATIONAL ITEM*)

DISCUSSION: Copies of a draft personnel policy were handed out to the Board of Directors for review. No action was taken.

10. Potential Items for Next Agenda

1. Vendor Contracts
2. Personnel Policy
3. Bids for New Copier
4. Fee Schedule

11. Adjournment

The meeting was adjourned at 7:51 pm.

Next Regular Board Meeting

September 20, 2016 at 6:30 PM

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. To receive meeting agendas by email, you can ask to be added to the mailing list by calling (559) 264-6867 or sending your request by email [to info@calwarecreation.org](mailto:info@calwarecreation.org).