



Calwa Recreation & Park District

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

Mary L. Rosales	Raul Guerra	Sandra Celedon	Paul H. Garcia	Felicia Salcido
Board Member Chair	Board Member Vice-Chair	Board Member Secretary	Board Member	Board Member

Luis O. Mendoza
District Administrator

www.calwarecreation.org

REGULAR BOARD MEETING Minutes Thursday, May 21, 2015 (Approved at the June 18, 2015 Meeting) 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.

Disclaimer: This agenda includes proposed actions and activities with respect to each agenda item as of the date of posting. As such, it does not preclude the Board from taking other actions on any item on the agenda that is different or in addition to what may have been recommended.

1. CALL TO ORDER

Meeting was called to order at 6:33 PM.

2. INVOCATION

Board Member Paul Garcia gave the invocation.

3. FLAG SALUTE

4. ROLL CALL

Board Members Present: Chairwoman Mary L. Rosales, Vice Chairman Raul Guerra and Board Members Sandra Celedon and Paul H. Garcia

Also present was District Administrator Luis Mendoza.

Board Members Absent: Felicia Salcido

Chairwoman Rosales asked Vice Chairman Guerra to run the meeting as she did not feel well.

5. ACTION ITEM: Approve the Agenda

Chairwoman Rosales made a motion to adopt the agenda.

ACTION TAKE:

Motion: M. Rosales 2nd: P. Garcia Vote: 4-0 by the following vote:

Rosales: Yes Guerra: Yes Celedon: Yes Garcia: Yes Salcido: Absent

6. ORAL COMMUNICATIONS:

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 speakers 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. ACTION ITEM: Consideration of Meeting Minutes

A. April 16, 2015

Board Member Garcia made a motion to approve the minutes of April 16, 2015.

ACTION TAKE:

Motion: P. Garcia 2nd: M. Rosales Vote: 4-0 by the following vote:

Rosales: Yes Guerra: Yes Celedon: Yes Garcia: Yes Salcido: Absent

B. April 23, 2015

Chairwoman Rosales made a motion to approve the minutes of April 23, 2015.

ACTION TAKE:

Motion: M. Rosales 2nd: P. Garcia Vote: 4-0 by the following vote:

Rosales: Yes Guerra: Yes Celedon: Yes Garcia: Yes Salcido: Absent

8. INFORMATIONAL ITEM: Administrator's Report

Administrator Mendoza updated the board on recent additions to the www.calwarecreation.org website, including agendas and minutes for board meetings going back to October 2014, a page dedicated to the Art Wall and a map with reservation information for picnic areas. Vice Chairman Guerra asked if it was possible for staff to make a presentation at the next meeting so that the Board could get a guided tour of the site's features. Mr. Mendoza responded affirmatively.

Mr. Mendoza reported that the District was adding two additional Zumba classes: one at 10:00 AM and the other at 7:30 PM, bringing in an additional \$300/month in rental fees (paid by the instructors).

He also reported that 49 families received food stuffs at that month's distribution. Board Member Guerra suggested that a lot more people could benefit from this service if staff made a bigger effort to publicize the opportunity. Mr. Mendoza concurred committed to dedicating more staff time to the effort.

He updated the board on the Community Center outdoor restrooms remodeling project, indicating that almost \$8,000 of the \$10,000 approved had been spent. He discussed the complications staff experienced when they discovered sewer and water lines that were not on the old building plan and the costs associated with the adaptations needed. He also said the costs were coming in higher than expected because the architects had to draw

plans that required a reconfiguration of the toilet sewer lines. Because of the complications, he said it might be necessary to hire a plumber as a consultant to help with the changes. He indicated that he would return to the board with a request for additional funds to complete the project.

9. OLD BUSINESS:

A. Discussion and direction on draft District Bylaws

Administrator Mendoza reported that after reviewing the minutes of the October 18, 2012 Board meeting he found that only Board Member Garcia was appointed as chairman of the Board Bylaws Subcommittee. No other members were appointed or indicated their interest in serving. After a few minutes discussion about the timeliness of adopting new bylaws and the importance of getting every Board member's opinion, the Board directed Mr. Mendoza to send out a Word version of the draft bylaws so that they can each submit their comments and suggestions on their own. They agreed to schedule a hearing on the matter for the regular meeting in July and committed to sending Mr. Mendoza their suggestions and comments one week prior to that meeting.

10. NEW BUSINESS

A. INFORMATIONAL ITEM: Presentation and discussion regarding the District's Financial Reports:

1. Account Reconciliations for April

Mr. Mendoza reviewed the material presented in the agenda packet and explained expenses that appeared to be out of the ordinary. He specifically pointed to the \$101,526.64 deposit in the Fresno County Account, saying it was the 40% portion of the Property Tax Apportionment for that fiscal year. He also highlighted a \$2,060 credit from ADP – the refund of a deposit that was made when the ADP account was established.

2. Current Account Balances

Administrator Mendoza reported balances of \$4,094.38 in the Bank of the West Payroll Account and \$4,508.44 in the Revenue Account. He indicated he wasn't able to get the balance in the Fresno County Account in time before the Board meeting but estimated it to be around \$125,000.

B. ACTION ITEM: Discussion and direction on 2015-16 District Budget

Administrator Mendoza gave an overview of the 2015-16 Budget he was proposing, guiding the Board through the steps he took to put it together. He reviewed the expenses year-to-date for FY2014-15, expense projections through June 2015, expected revenue through June 2015 and the thought process he used when calculating salaries and benefits. He indicated that he built in a \$0.50 raise for all staff members except for him. Board Member Guerra asked several questions about why averages were used for salary expenses and suggested that more realistic estimates be built into the budget on a month-to-month basis. Mr. Mendoza agreed that he would do that.

Board Member Garcia expressed his disappointment that money wasn't allocated for staff uniforms with Mr. Mendoza responding that it wasn't included because he expected to purchase staff polo shirts in the current fiscal year. He said that he planned to purchase five shirts for each of the Facilities Staff members and two each for the office staff. He also indicated that staff members were now required to wear badges so that the public could identify them as such.

Mr. Mendoza explained why he didn't include the full amount expected in property tax increment and RDA funding in the projected revenue, saying that he didn't want to give the impression that those monies should be used in the 2015-16 Fiscal Year. Board Member Celedon, with other Board member's concurring, asked him to include those funds expected in April and June of 2016, even though there was the full expectation that those monies wouldn't be spent in that fiscal year. They asked him to show it as a carryover for the 2016-17 Fiscal Year.

Having taken the Board's suggestions, Mr. Mendoza indicated that he would make the necessary adjustments and present a new preliminary budget at the meeting in June for the Board's adoption. He said that the Board was required to adopt and post a preliminary budget by July 1, with the date when the final budget would be adopted, prior to August 30.

C. ACTION ITEM: Consideration of proposed assessment by the Fresno Mosquito and Vector Control District

Mr. Mendoza gave a brief overview of the proposed property tax assessment by the Fresno Mosquito and Vector Control District. He said that if the measure was passed by property owners, the District would pay, for the first time, an annual assessment of \$1.05. He said that prior to 1996 when California voters passed Proposition 218, government entities were exempt from paying these kinds of assessments. He expressed his opinion that the cost was minimal but would be pooled with assessments paid by other property owners to provide an important service to control mosquitos and other vectors from becoming nuisances and causing health concerns.

Board Member Garcia made a motion to approve the assessment by the Fresno Mosquito and Vector control District.

ACTION TAKE:

Motion: P. Garcia 2nd: M. Rosales Vote: 4-0 by the following vote:
Rosales: Yes Guerra: Yes Celedon: Yes Garcia: Yes Salcido: Absent

7. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Board Member Garcia thanked the District staff and administration for their work keeping the park clean.

8. CLOSED SESSION:

Public Employment, District Counsel, pursuant to Government Code Section 54957

9. ADJOURNMENT

The meeting was adjourned at 8:50 PM.
