



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

REGULAR BOARD MINUTES NOTICE AND AGENDA June 15, 2021 TIME – 5:30 P.M.

IMPORTANT NOTE:

- Residents may participate via Zoom by entering meeting code: 442 630 5086
- Comments will also be accepted by email at Info@calwarecreation.org

BOARD CHAIRPERSON

Esmeralda Zamora, Chair

DISTRICT ADMINISTRATOR

Adam Ramos

BOARD VICE CHAIR

Raul Guerra Vice Chair

DISTRICT COUNSEL

Hilda Cantú Montoy

BOARD MEMBERS

Jose Luis Sanchez, 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 participants who call in 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

Meeting was called to order at 5:34 p.m. and roll call was as follows:

Board Chairperson Esmeralda Zamora was present.

Board Vice Chair Raul Guerra was present.

Board Member Jose Luis Sanchez was present.

Board Member Laura Garcia was present.

Board Member Mary L. Rosales was present.

A. INVOCATION AND FLAG SALUTE

Invocation and Flag Salute were led by Board Member Mary L. Rosales.

B. APPROVAL OF AGENDA

Agenda was approved with Motion made by Jose Luisa Sanchez Seconded by Board Member Laura Garcia. Roll call vote was as follows:

Board Chairperson Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.

Board Member Jose Luis Sanchez's vote was a yes.

Board Member Laura Garcia's vote was a yes.

Board Member Mary L. Rosales vote was a yes.

5-0 approved, 0-opposed and 0-absente.

C. PUBLIC COMMENTS

Members of the public wishing to address the District may do so when the 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.

Community member Angelica Guzman who lives at 2584 S Fresno, Ca 93725 had a question regarding soccer field rental for future Sunday's from 9:00 a.m. to 1:00 p.m. it was for an adult league who would like to have games out on Calwa soccer fields on Sundays from 9:00 a.m. to 1:00 p.m. but due to past issues with adult soccer leagues here at Calwa Park they had not been allowed to hold games or tournaments. Angelica gave District Administrator her phone number and they would go over details.

D. OLD BUSINESS

1. COVID-19 Update – Discussion and Direction by Board on any potential changes to Park Operations (**Action**)
Presented By DA; Pages 4-9

District Administrator asked about hours of operation for park returning to normal and if there would be approval for programs and rentals to be reinstated to public.

Regular Park hours to be reinstated as well as programs and rentals Motion was made by Board Member Mary L. Rosales and Seconded by Chairperson Raul Guerra. Roll call was as follows:

Board Chairperson Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.
Board Member Jose Luis Sanchez's vote was a yes.
Board Member Laura Garcia's vote was a yes.
Board Member Mary L. Rosales vote was a yes.
5-0 approved, 0-opposed and 0-absente.

E. NEW BUSINESS

1. Update on Swimming Pool Project **(Informational)**
Presented By DA; Pages 10.

Ari sent email to District Administrator about donation check being on route and thanked Board Vice Chair Raul Guerra for the assistance. District Counsel suggested new signage around swimming pool area that states, "Do Not Enter."

2. Bank Account information (all accounts) **(Informational)**
Presented By DA; Pages 11-18

District Administrator presented all current bank account balances for three accounts, deposits, credits, reconciliation breakdowns for each account. Board Member Mary L. Rosales had a question regarding La Piedad purchase that was made to cover a vaccination meal cost that would be reimbursed with grant.

Board Member Laura Garcia had a question regarding the grant that St. Agnes Hospital would be giving Calwa Recreation and Park District. As well as a question regarding the check that was written out to Blanca Parra that was to reimburse the cost of a broken faucet in the concession stand.

3. Approval of Board Meeting Minutes **(Action)**
Minutes- May 18, 2021
Presented By DA; Pages 19-23

Board Member Laura Garcia asked to whether District Administrator did meet with Board Vice Chair Raul Guerra, meeting did occur.

Minutes for May 18, 2021; were approved with Motion being made by Board Member Mary L. Rosales and Seconded by Board Member Laura Garcia. Roll call vote was as follows:

Board Chairperson Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.

Board Member Jose Luis Sanchez's vote was a yes.

Board Member Laura Garcia's vote a yes.

Board Member Mary L. Rosales vote was a yes.

5-0 approved, 0-opposed and 0-absente.

4. Prop 68 Update **(Informational)**
Presented By DA; Pages 24-25

Prop. 68 team participated in movie night at Calwa Park on May 28, 2021, where they presented updated information on the layout of the park. The changes

presented were set in stone except things like possible changes in color scheme, but they would have to be known immediately to Sheila.

Board Member Laura Garcia asked about lighting project and an update; Lights would be updated end of June to be completed by first week of July all of soccer lights will be done. Soccer net along Church will be replaced during this time as well.

Susan Xiong asked if Prop 68 construction would affect rentals in park? District Administrator shared that the areas under construction would be fenced off and privacy fence would be installed, some picnic areas would be affected as they would be moved during construction.

5. 2019-2020 Audit update (**Informational**)

Presented By DA

Audit 2019-2020 would be completed by end of Fiscal Year 2020-2021 and then Fiscal Year 2020-2021 would be processed in August, and it should be done faster. Audit cost could be in the range of \$8.5 thousand up to \$12,000.

District Counsel suggested that for next audit RFP bids be collected.

6. Update of Potential Accounting Service Contract with CPA Firms (**Action**)

Presented B: DA; Page 28.

District Administrator had been suggested putting finances with a bookkeeper or CPA but he after updating finances and working on 2019-2020 Fiscal Year Audit he is 100% that he can keep finances up to date as they are only 45 lined items. District Administrator suggested to Board Members eliminating third party of paying out anywhere between \$500 to over \$1,000 a month.

Action chosen was to deny item of hiring either a CPA firm or bookkeeper to oversee finances to just have District Administrator oversee finances.

Motion was made by Board Member Laura Garcia and Seconded by Board Member Esmeralda Zamora. Roll call vote was as follows:

Board Chairperson Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.

Board Member Jose Luis Sanchez's vote was a yes.

Board Member Laura Garcia's vote was a yes.

Board Member Mary L. Rosales vote was a yes.

5-0 approved, 0-oppose and 0- absentee.

7. Approval of Recreation Technology Room Purchases (**Action**)

Presented By: DA Pages 29-32

District Administrator shared how the Recreation Technology room would help kids to homework; have STEAM programs and open them up to careers that are available. Breakdown of items that would be purchased was given to board members. District Administrator wanted to take Covid-19-year line-item funds and apply to this Fiscal Year for Technology Room Purchases.

Board Member Jose Luis Sanchez asked what the computer room availability with staff supervision. Shared that when a computer is used at a college your information would be cleared and no personal information would be saved. District Administrator shared that he would have settings put into place where certain items are available only for public use on computers, he would have volunteers

cover hours of 8:00 a.m. to 5:30 p.m. computer room would be structured example build a resume class. Making sure to post rules notifying of computer usage and of printing rules.

Technology room purchases were approved, and that room be set up in current offices being used by staff. Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Mary L. Rosales. Roll call vote was as follows:

Board Chair Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.

Board Member Jose Luis Sanchez's vote was a yes.

Board Member Laura Garcia's vote was a yes.

Board Member Mary L. Rosales' vote was a yes.

5-0 approved; 0-opposed and 0-absente.

8. Approval of District Park Product/Service charges (**Action**)

Presented By DA; Pages 33-36

Item was changed from an Action item to a Direction item, Board Members would like a presentation of packages breakdown. Resolution would be presented in July's monthly regular board meeting.

9. Preliminary Budget Presentation FY 2021-2022 and Consider Adoption of Resolution Adopting the Fiscal Year 2021-2022 Preliminary Budget (**Action**) *Presented By DA; Pages 37-40*

District Administrator showed and walked through of items that had been changed on FY 2021-2022 Preliminary Budget to Board of Directors. A detailed break down of budget actuals, estimate and new budget rough draft will cover to reflect spending.

Motion was made by Board Member Laura Garcia and Seconded by Board Chair Esmeralda Zamora. Roll call vote was as follows:

Board Chairperson Esmeralda Zamora's vote was a yes.

Board Vice Chair Raul Guerra's vote was a yes.

Board Member Jose Luis Sanchez's vote was a yes.

Board Member Laura Garcia's vote was a yes.

Board Member Mary L. Rosales' vote was a yes.

5-0 approved and 0-opposed and 0-absent.

F. CLOSED SESSION

Public Employee Performance pursuant to Government Code Section 54957
Title: District Administrator

Item was tabled to be discussed at a special meeting that was called by Chair Esmeralda Zamora. Availability of each Board Member would be taken into account to schedule special meeting.

G. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION

None

H. ADJOURNMENT

Meeting was adjourned at 8:36 p.m.

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 20, 2021

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 10, 2021.

Signature