



## **CALWA RECREATION & PARK DISTRICT MEETING AGENDA**

[www.calwarecreation.org](http://www.calwarecreation.org)

### **REGULAR BOARD MEETING NOTICE AND AGENDA May 16, 2023 4545 E. Church Ave, Fresno CA 93725 5:30 pm**

**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**

- A. INVOCATION AND FLAG SALUTE**
- B. APPROVAL OF AGENDA**
- 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.

**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.*

1. SUBJECT: Minutes of the Regular Meeting held on April 18, 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. NA

**F. NEW BUSINESS**

1. SUBJECT: Draft Preliminary District Budget for FY 23-24

RECOMMENDATION: That the Board receive report, discuss, and provide direction for the preparation of the Preliminary Budget for adoption at June Board meeting.

2. SUBJECT: Field Agreement Extension for Central Valley Flag Football League

RECOMMENDATION: That the Board receive report, discuss, and approve extension to Agreement with Central Valley Football League.

3. SUBJECT: Park Rental Agreement for A Hopeful Encounter's: Fresno Spring Festival Showdown for Hope.

RECOMMENDATION: That the Board receive report, discuss, and approve Park Rental Agreement with for Fresno Spring Festival Showdown for Hope.

4. SUBJECT: Update on RFP for Architect/Engineering Services For Calwa Pool Project.

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

**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.

**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.*

**I. CLOSED SESSION: NONE**

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

**K. ADJOURNMENT**

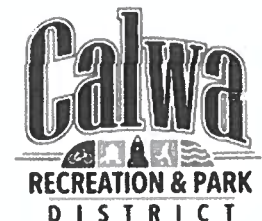
**Access to Agenda.** Generally, agenda packets and other public documents are available for inspection by the public at the District Office located at 4545 E. Church Avenue, Fresno, CA. However, due to current COVID-19 emergency, the office is partially open. You may request meeting agendas by email, 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](mailto:info@calwarecreation.org). The agenda packet is posted at [www.calwarecreation.org](http://www.calwarecreation.org).

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

**NEXT REGULAR MEETING:                      June 20, 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](http://www.calwarecreation.org) on May 12, 2023.



For the Meeting of: 05/16/2023

Agenda Item No.: D-1

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Minutes of the Regular Meeting held on April 18, 2023.

**RECOMMENDATION:**

That the Board approve the minutes for date April 18, 2023.

**SUMMARY:**

Meeting minutes are provided for each regular meeting. Detailed minutes are provided in the agendas with the minutes or notes attached with this report.

**REASON FOR RECOMMENDATION:**

To have monthly agenda minutes certified.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

Attachments:

- Regular Meeting Minutes for April 18, 2023.



**CALWA RECREATION & PARK DISTRICT  
MEETING AGENDA**

[www.calwarecreation.org](http://www.calwarecreation.org)

**REGULAR BOARD MEETING  
NOTICE AND AGENDA**

**April 18, 2023**

**4545 E. Church Ave, Fresno CA 93725**

**5:30pm**

**Start Time: 5:36pm**

**End Time: 6:42pm**

**BOARD CHAIRPERSON**

Esmeralda Zamora, Chair

**DISTRICT ADMINISTRATOR**

Adam Ramos Present

**BOARD VICE CHAIR**

Raul Guerra Vice Chair

**DISTRICT COUNSEL**

Hilda Cantú Montoy Present

**BOARD MEMBERS**

Joseph Perez, Board Member

Laura Garcia, Board Member

Mary L. Rosales, Board Member

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**CALL TO ORDER AND ROLL CALL**

**Esmeralda Zamora-Present**

**Raul Guerra-Present**

**Joseph Perez-Present**

**Laura Garcia-Present**

**Mary Rosales-Present**

**A. INVOCATION AND FLAG SALUTE**

**Invocation and flag salute were led by Director Rosales**

**B. APPROVAL OF AGENDA**

**1<sup>st</sup>: Mary Rosales**

**2<sup>nd</sup>: Esmeralda Zamora**

**All in favor vote casted: 5 yes, 0 no, 0 abstain.**

**C. PUBLIC COMMENTS**

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**No public comments**

**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.*

**1<sup>st</sup>: Director Perez**

**2<sup>nd</sup>: Esmeralda Zamora**

**Director Perez stated that he had a question on whether the questions from the Board are being responded to accordingly. DA stated that any questions presented during the meeting are answered either in person, DA report, or in the board meeting.**

**All in favor vote casted: 5 yes, 0 no, 0 abstain.**

1. **SUBJECT:** Minutes of the Regular Meeting held on March 21, 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:** Prop 68 Update

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

**DA recapped prop 68 updates and provided a timeline for the construction of the project and goals that the District may want to bring up. Concession stand issue is if they can remain open, partially opened, or closed completely. DA stated those three options: food truck can use foundation in front of hall for business, phases of construction to allow food to remain open in earlier phases of construction or later. Storage of equipment front parking lot, the largest equipment is the grading and cutting of land. Director Perez commented that the space is 1/4<sup>th</sup> of the parking lot**



and asked if they can store equipment within the work area. Director Perez stated that parking will be limited. Director Guerra asked how long the project is estimated to take, DA stated a year. Director Perez stated that we are not able to take the word at this point. Requested that our concern is maintenance, DA stated that a follow up meeting will take place before groundbreaking to go over MT on new grounds. DA mentioned that park event rentals will decrease District revenue, stated central portion will be unavailable and some open to using the soccer fields for their rentals. Director Rosales asked about certain structures and their safety. DA went over some details on the equipment being installed.

#### **F. NEW BUSINESS**

1. SUBJECT: Introduction to i9 Sports and Potential District Partnership

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

i9 Team introduced their services and values of the their company. Discussed pricing and potential partnership and what that can look like. They mentioned their footprint in Bakersfield and answer some questions from the Board. DA mentioned that we have options for the partnership, but seeking direction from Board on whether to charge this org to use our fields or we pay and they service the area. Director Perez stated that he would like to see costs for the park and families on the services moving forward, would be nice to see the comps on the proposal, also providing a calendar with the activities and how those would be broken down in a calendar. Asked about staffing, they responded that they activity recruit as well as seek volunteers that are background checked and trained. Director Guerra asked if they feed soccer players into other programs and competition levels for fair play during the activity. DA stated that it would be a great option to provide consistent program services and expand outward as a partnership. Director Rosales asked what i9 stands for and stands for numerous words that encompass the core values that all start with an 'I' word. Director Guerra asked if they were the same programs that we are currently offering and made the point that this may overlap the other services. Director Perez, would like to see a blended program, set up and charge a small fee to them, and see what that may be able to look like, if we can have the sponsorship money for the first 25 kids and recruit for them as well.

#### **G. DISTRICT ADMINISTRATOR'S REPORT**

1. SUBJECT: Informational report on COVID 19 and other District information.

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

Reviewed all important updates on District.

#### **H. Director Communications/Agenda Items**



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**I. CLOSED SESSION: NONE**

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**K. ADJOURNMENT**

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**NEXT REGULAR MEETING: May 16, 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](http://www.calwarecreation.org) on April 14, 2023.



For the Meeting of: 05/16/2023  
Agenda Item No.: D-2

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Bank Account Information (all accounts)

**RECOMMENDATION:**

That the Board receive report on District finances for all accounts for the month of April.

**SUMMARY:**

District maintains three accounts: payroll, revenue, and county. Transparency for all accounts and all transactions are provided in this report.

**REASON FOR RECOMMENDATION:**

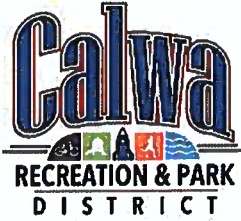
Inform Board on current District finances for all accounts.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

**Attachments:**

- Fresno County Account Document
- Reconciliation of PR and REV Accounts
- Detailed Report of PR and REV Accounts
- Detailed Report of Expenses and Revenue for the Month of April



For the Meeting of: 05/16/2023  
Agenda Item No.: D-2

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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Account	Total
Fresno County	\$801,090.62
BOW REV	\$46,220.97
BOW PR	\$7,578.28
RESTRICTED FUNDS (POOL DONATED FUNDS)	-\$88,758.46
<b>TOTALS</b>	<b>\$766,131.41</b>

Date	Check No.	Description	Category	Sub Category	Type	Memo	Debit	Credit	Balance
4/27/2023		DIRECTDEBIT THE HOME DEPOT R ONLINE PMT 042723 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-180.15		\$50,807.80
4/27/2023		POS ZOOM.US 888-799-9666 SAN JOSE CA ON 230427 #6024	Bills & Utilities	Telephone	POS		-15.99		\$50,987.95
4/27/2023		POS ADOBE *ACROPRO SUBS 4085596000 CA ON 230427 #6024	Entertainment	Shopping	POS		-14.99		\$51,003.94
4/26/2023	166	CHECK-HALL DEPOSIT REFUND	Uncategorized	Uncategorized	CHECK		-2.00		\$51,018.93
4/26/2023		POS UNIFIRST CORPORATION 978-658-8888 MA ON 230426 #6024	Uncategorized	Uncategorized	POS		-187.4		\$51,218.93
4/26/2023		POS 120938 FOODSCO FUEL # FRESNO CA ##6024	Auto & Transportation	Gas	POS		-130.02		\$51,406.33
4/26/2023		POS POWER BUSINESS TECHNOL AR@POWERCOPIE CA ON 230426 #6024	Business & Office	Office Supplies	POS		-8.95		\$51,536.35
4/26/2023		POS SP REVOLVE LED DULUTH GA ON 230426 #6024	Entertainment	Shopping	POS			1281.42	\$51,545.30
4/25/2023		DIRECTDEBIT CITY OF FRESNO ONLINE PMT 042523 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-247.14		\$50,263.88
4/25/2023	169	CHECK-HALL DEPOSIT REFUND	Uncategorized	Uncategorized	CHECK		-2.00		\$50,511.02
4/25/2023		POS BRADY IND LAS VEGAS LAS VEGAS NV ON 230425 #6024	Uncategorized	Uncategorized	POS		-79.41		\$50,711.02
4/25/2023		POS CANVA* 103764-1285158 CAMDEN DE ON 230423 #6024	Entertainment	Recreation	POS		-12.99		\$50,790.43
4/24/2023		XFER TO CHECKING ACCT # 097-005854 - IN PERSON	Uncategorized	Uncategorized	XFER		-20000		\$50,803.42
4/21/2023		POS 100443 FOODSCO FUEL # FRESNO CA ##6024	Auto & Transportation	Maintenance & Repair	POS		-25.15		\$70,803.42
4/21/2023		DEP	Uncategorized	Uncategorized	DEP			50000	\$70,828.57
4/20/2023		POS 655904 THE POSTAL STA FRESNO CA ##6024	Entertainment	Shopping	POS		-214.7		\$20,828.57
4/20/2023		POS 194801 THE HOME DEPOT #0 FRESNO CA ##6024	Household	Home Improvement	POS		-176.1		\$21,043.27
4/20/2023		POS RGS-LTR&T 888-5004801 MN ON 230420 #6024	Business & Office	Accounting & Payroll Services	POS		-100.4		\$21,219.37
4/19/2023		POS AMZN MKTP US*HV05E3GN1 AMZN.COM/BILL WA ON 230419 #6024	Entertainment	Books & Magazines	POS		-10.97		\$21,319.77
4/19/2023		POS AMAZON.COM*HV1U59E2 AMZN.COM/BILL WA ON 230419 #6024	Entertainment	Books & Magazines	POS		-37.23		\$21,330.74
4/18/2023		DIRECTDEBIT LEASE DIRECT WEB PAY 041823 79186596 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-1955.72		\$21,337.97
4/17/2023		DIRECTDEBIT PGANDE WEB ONLINE 041523 48455620033023 WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-1937.16		\$23,323.69
4/17/2023	167	CHECK-HALL DEPOSIT REFUND	Uncategorized	Uncategorized	CHECK		-2.00		\$25,260.85
4/17/2023		POS STARLINK INTERNET 310-6828100 CA ON 230417 #6024	Bills & Utilities	Cable & Satellite TV	POS		-110		\$25,460.85
4/14/2023		DEBIT PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE	Uncategorized	Uncategorized	DEBIT		-25		\$25,570.85
4/14/2023		POS 698803 AMAZON.COM*H8 SEATTLE WA ##6024	Bills & Utilities	Internet	POS		-108.32		\$25,595.85
4/14/2023		POS ALEX TIRE SHOP 2 FRESNO CA ON 230414 #6024	Auto & Transportation	Maintenance & Repair	POS		-20.6		\$25,704.17
4/14/2023		DIRECTDEP STRIPE TRANSFER 041423 ST-6928M123TOX7 CCD	Uncategorized	Uncategorized	DIRECTDEP			100	\$25,724.77
4/12/2023		CREDIT VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE	Uncategorized	Uncategorized	CREDIT			25	\$25,624.77
4/12/2023		POS 078159 TARGET T-2744 Fresno CA ##6024	Household	Groceries	POS		-209.05		\$25,599.77
4/12/2023		POS A1 EQUIPMENT RENTALS FRESNO CA ON 230412 #6024	Uncategorized	Uncategorized	POS		-114.49		\$25,808.82
4/12/2023		POS A1 EQUIPMENT RENTALS FRESNO CA ON 230412 #6024	Uncategorized	Uncategorized	POS		-1.03		\$25,923.31
4/12/2023		DIRECTDEBIT VERIZON ONLINE PMT 040723 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-71.42		\$25,924.34
4/7/2023		CHECK	Uncategorized	Uncategorized	CHECK		-1039.66		\$25,995.76
4/7/2023		CHECK-FRESNO FANCY FACES (FACEPAINTER)	Uncategorized	Uncategorized	CHECK		-106.53		\$27,035.42
4/7/2023	165	CHECK-FRESNO FANCY FACES (FACEPAINTER)	Business & Office	Office Supplies	POS		-432		\$27,141.95
4/7/2023		POS MSFT * E0700N0SGV MSBILL.INFO WA ON 230407 #6024	Business & Office	Office Supplies	POS		-30.43		\$27,573.95
4/7/2023		POS 97316 ARCO #470200 AMP FRESNO CA ##6024	Auto & Transportation	Gas	POS		-35.7		\$27,604.38
4/7/2023		POS LITTLE CAESARS 1161 00 559-489-0455 CA ON 230407 #6024	Entertainment	Restaurants & Dining	POS		-3.7		\$27,604.38
4/6/2023		DIRECTDEBIT JEFF PFEIFFER ONLINE PMT 040623 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-5.50		\$27,640.08
4/6/2023	162	CHECK	Uncategorized	Uncategorized	CHECK		-2.00		\$28,190.08
4/5/2023		DIRECTDEBIT BRADY INDUSTRIES ONLINE PMT 040523 CKF503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT		-432.31		\$28,390.08
4/5/2023		POS AMERIGUARD SEC. SYSTEM FRESNO CA ON 230405 #6024	Household	Home Improvement	POS		-51.99		\$28,872.39
4/5/2023		POS POWER BUSINESS TECHNOL AR@POWERCOPIE CA ON 230405 #6024	Business & Office	Office Supplies	POS		-29.25		\$28,874.38
4/4/2023		DEP	Uncategorized	Uncategorized	DEP			1250	\$28,903.63
4/4/2023		DIRECTDEBIT MIDVALLEY DISP REFUSE SVC 040423 15675500 PPD S	Uncategorized	Uncategorized	DIRECTDEBIT		-302.79		\$27,653.63
4/4/2023		DIRECTDEBIT LEASE DIRECT WEB PAY 040423 79297445 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-153.4		\$27,956.42
4/4/2023		DIRECTDEBIT TERMINIX CHECKS 040323 2304030000002 PPD S	Uncategorized	Uncategorized	DIRECTDEBIT		-66.6		\$28,109.82
4/4/2023	164	CHECK	Uncategorized	Uncategorized	CHECK		-150		\$28,176.42
4/4/2023		POS VISTAPRINT 8662074955 MA ON 230404 #6024	Uncategorized	Uncategorized	POS		-25.99		\$28,326.42
4/4/2023		POS 311986 AMAZON.COM*H59 SEATTLE WA ##6024	Bills & Utilities	Internet	POS		-19.49		\$28,352.41

4/4/2023	POS TARGET 00027441 FRESNO CA ON 230404 #6024	Household	Groceries	POS	-29.07	\$28,371.90
4/3/2023	DIRECTDEBIT MONTROY LAW CORPO ONLINE PMT 040323 CKE503215666POS WEB S	Uncategorized	Uncategorized	DIRECTDEBIT	-1935	\$28,400.97
4/3/2023	DIRECTDEBIT GETSTREAMLINE.CO GETSTREAML 040323 ST-X3115461T4W3 CCD	Uncategorized	Uncategorized	DIRECTDEBIT	-75	\$30,335.97
4/3/2023	POS 078025 TARGET T-0275 Fresno CA #6024	Household	Groceries	POS	-68.64	\$30,410.97
4/3/2023	POS 148001 THE HOME DEPOT #0 FRESNO CA #6024	Household	Home Improvement	POS	-40.04	\$30,479.61
4/3/2023	POS 322401 THE HOME DEPOT #0 FRESNO CA #6024	Household	Home Improvement	POS	-21.58	\$30,519.65

12:02 PM

05/04/23

**Calwa Recreation and Park District**  
**Reconciliation Summary**  
**Bank of the West Payroll, Period Ending 04/30/2023**

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	<u>Apr 30, 23</u>	
<b>Beginning Balance</b>		609.93
<b>Cleared Transactions</b>		
Checks and Payments - 10 items	-16,059.15	
Deposits and Credits - 2 items	30,000.00	
	<u>13,940.85</u>	
<b>Total Cleared Transactions</b>		
<b>Cleared Balance</b>		<u>14,550.78</u>
<b>Register Balance as of 04/30/2023</b>		14,550.78
<b>Ending Balance</b>		14,550.78



**Calwa Recreation and Park District**  
**Reconciliation Detail**  
**Bank of the West Payroll, Period Ending 04/30/2023**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						609.93
<b>Cleared Transactions</b>						
<b>Checks and Payments - 10 items</b>						
Check	04/05/2023	11170	Mary L. Rosales	X	-182.90	-182.90
Check	04/07/2023		ADP	X	-89.00	-271.90
Check	04/11/2023		ADP	X	-5,507.66	-5,779.56
Check	04/11/2023		ADP	X	-1,662.15	-7,441.71
Check	04/13/2023	11171	Saide Alvarado	X	-682.27	-8,123.98
Check	04/13/2023		Raul Guerra	X	-182.90	-8,306.88
Check	04/21/2023		ADP	X	-84.03	-8,390.91
Check	04/25/2023		ADP	X	-5,335.23	-13,726.14
Check	04/25/2023		ADP	X	-1,589.34	-15,315.48
Check	04/27/2023	11172	Saide Alvarado	X	-743.67	-16,059.15
<b>Total Checks and Payments</b>					-16,059.15	-16,059.15
<b>Deposits and Credits - 2 items</b>						
Check	03/27/2023		Payroll Transfer	X	10,000.00	10,000.00
Deposit	04/21/2023		Payroll Transfer	X	20,000.00	30,000.00
<b>Total Deposits and Credits</b>					30,000.00	30,000.00
<b>Total Cleared Transactions</b>					13,940.85	13,940.85
<b>Cleared Balance</b>					13,940.85	14,550.78
<b>Register Balance as of 04/30/2023</b>					13,940.85	14,550.78
<b>Ending Balance</b>					<u>13,940.85</u>	<u>14,550.78</u>



Date	Check No.	Description	Category	Sub Category	Type	Memo	Debit	Credit	Balance
4/27/2023	11172	CHECK-EE SALARY SA	Uncategorized	Uncategorized	CHECK		-743.67		\$14,550.78
4/25/2023		DIRECTDEBIT ADP WAGE PAY WAGE PAY 042523 7490636915531IG CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-5335.23		\$15,294.45
4/25/2023		DIRECTDEBIT ADP Tax ADP Tax 042523 RRIJG 042509A01 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-1589.34		\$20,629.68
4/21/2023		DIRECTDEBIT ADP PAYROLL FEES ADP FEES 042123 435067923822 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-84.03		\$22,219.02
4/21/2023		XFER FROM CHECKING ACCT # 070-584388 - IN PERSON	Uncategorized	Uncategorized	XFER			20000	\$22,303.05
4/13/2023	11171	CHECK-EE SALARY SA	Uncategorized	Uncategorized	CHECK		-682.27		\$2,303.05
4/13/2023	11169	CHECK-DIRECTGOR STIPEND RG	Uncategorized	Uncategorized	CHECK		-182.9		\$2,985.32
4/11/2023		DIRECTDEBIT ADP WAGE PAY WAGE PAY 041123 9436252334191IG CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-5507.66		\$3,168.22
4/11/2023		DIRECTDEBIT ADP Tax ADP Tax 041123 RRIJG 041108A01 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-1662.15		\$8,675.88
4/7/2023		DIRECTDEBIT ADP PAYROLL FEES ADP FEES 040723 788088859364 CCD	Uncategorized	Uncategorized	DIRECTDEBIT		-89		\$10,338.03
4/5/2023	11170	CHECK-DIRECTGOR STIPEND MR	Uncategorized	Uncategorized	CHECK		-182.9		\$10,427.03

Report ID: GLSF9100  
 Program: GLSF9100

Fund: 4660 Calwa Park And Recreation Dist  
 SUBCLASS: 10000 ACCOUNT: 0110

Account:	Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
Sub class: 10000	General Subclass						
Account: 0110	Beginning Balance						
	04/06/2023	AUD	0002049158	23 - PRIOR SECURED SUPPLEM	2435-00	722,702.44	
	04/11/2023	AUD	0002049471	2023 OAA: Current Unsecure	CUS 22-23	701.70	
	04/17/2023	AUD	0002050134	23 - TEETER 2ND FY 2022-20	02435-00	57.29	
	04/19/2023	ALO	0002050335	3RD QTR-1st INT DISTR		125,923.10	
	04/20/2023	AUD	0002050659	23-Current Secured Supplem	CSS 9	164.08	
	04/20/2023	AUD	0002050670	23 - PRIOR SECURED SUPPLEM	2435-00	657.65	
	04/20/2023	REC	0002050700	Op Fund Entry - Main		601.70	
	04/25/2023	AUD	0002051777	2023 OAA: CUI 21-22 2ND &	CUI FY21-2	282.66	
				Ending Balance		801,090.62	
Account: 2230	Cash In Treasury						
				Account Total		128,388.18	
				Ending Balance		801,090.62	
Account: 2230	Beginning Balance						
	04/20/2023	REC	0002050700	Op Fund Entry - Main		3,812,103.17	
				Ending Balance		50,000.00	
Account: 3008	Fund Balance - Unassigned						
				Account Total		3,862,103.17	
				Ending Balance		50,000.00	
Account: 3009	Beginning Balance						
	04/06/2023	AUD	0002049158	23 - PRIOR SECURED SUPPLEM	2435-00	0.00	
	04/20/2023	AUD	0002050670	23 - PRIOR SECURED SUPPLEM	2435-00	572.26	
				Ending Balance		435.27	
Account: 3009	Suppl-Prior Secured						
				Account Total		1,007.53	
				Ending Balance		1,007.53	
Account: 3010	Beginning Balance						
	04/11/2023	AUD	0002049471	2023 OAA: Current Unsecure	2435-00	0.00	
				Ending Balance		57.29	
Account: 3010	Suppl-Current Unsecured						
				Account Total		57.29	
				Ending Balance		57.29	
Account: 3011	Beginning Balance						
	04/17/2023	AUD	0002050134	23 - TEETER 2ND FY 2022-20	02435-00	-151,367.33	
				Ending Balance		-151,367.33	
Account: 3011	Property Taxes-Current Secured						
				Account Total		-151,367.33	
				Ending Balance		-151,367.33	
Account: 3030	Beginning Balance						
	04/20/2023	AUD	0002050659	23-Current Secured Supplem	CSS 9	-5,479.74	
				Ending Balance		-5,479.74	
Account: 3030	Suppl-Current Secured						
				Account Total		-6,137.39	
				Ending Balance		-6,137.39	
Account: 3030	Beginning Balance						
	04/06/2023	AUD	0002049158	23 - PRIOR SECURED SUPPLEM	2435-00	0.00	
	04/20/2023	AUD	0002050670	23 - PRIOR SECURED SUPPLEM	2435-00	129.44	
				Ending Balance		166.43	
Account: 3030	Penalties & Costs-Delinq Taxes						
				Account Total		295.87	
				Ending Balance		295.87	

End of Report

Report ID: GISF9100  
 Program: GISF9100

PeopleSoft  
 MONTHLY GENERAL LEDGER TRANSACTION REGISTER

Page No. 2  
 Run Date 05/02/2023  
 Run Time 08:21:27

Journal Dates 04/01/2023 through 04/30/2023

Fund: 4660 Calwa Park And Recreation Dist SUBCLASS: 10000 ACCOUNT: 3380

Account:	Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
Interest	04/19/2023	ALO	0002050335	3RD QTR-1st INT DISTR			164.08
	04/25/2023	AUD	0002051777	2023 OAA: CUI 21-22 ZND &			282.66
				Account Total		0.00	446.74
Ending Balance						-6,390.70	
				Subclass Total		178,388.18	178,388.18
				Fund Total		178,388.18	178,388.18

End of Report

Report ID: GLSF9109  
 Program: GLSF9109

Peoplesoft  
 MONTHLY GENERAL LEDGER TRIAL BALANCE

Fiscal Year 2023  
 Through Period 10

Page No. 1  
 Run Date 05/02/2023  
 Run Time 08:21:27

Fund:	4660	Beginning Balance		Year-to-Date		Transaction		Current Balances	
Calwa Park And Recreation Dist		Debit Accts	Credit Accts	Debits	Credits	Debits Accts	Credit Accts	Debits Accts	Credit Accts
Subclass: 10000									
General Subclass									
0110	Cash In Treasury	800,742.87	0.00	347.75	0.00	0.00	0.00	801,090.62	0.00
0315	Interest Receivable	2,574.21	0.00	0.00	2,574.21	0.00	0.00	0.00	0.00
1435	Due To Other Governmental	0.00	1,619,309.92	0.00	0.00	0.00	1,619,309.92	0.00	1,619,309.92
1480	Fiduciary Closing	0.00	2,686,110.33	0.00	0.00	0.00	2,686,110.33	0.00	2,686,110.33
2230	Fund Balance - Unassigned	0.00	-3,502,103.17	0.00	0.00	0.00	-3,502,103.17	0.00	-3,502,103.17
3005	RDA ABX1 26 Property Tax	0.00	0.00	360,000.00	0.00	0.00	0.00	0.00	0.00
3006	Rdev Tax Increm Reimb	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3008	Suppl-Prior Secured	0.00	0.00	0.00	1,007.53	0.00	0.00	0.00	1,007.53
3009	Suppl-Current Unsecured	0.00	0.00	0.00	57.29	0.00	0.00	0.00	57.29
3010	Property Taxes-Current Sec	0.00	0.00	0.00	277,290.43	0.00	0.00	0.00	277,290.43
3011	Suppl-Current Secured	0.00	0.00	0.00	6,137.39	0.00	0.00	0.00	6,137.39
3015	Property Taxes-Current Uns	0.00	0.00	0.00	17,634.78	0.00	0.00	0.00	17,634.78
3017	Property Taxes-Curr Unsec	0.00	0.00	0.00	575.19	0.00	0.00	0.00	575.19
3030	Penalties & Costs-Delinq T	0.00	0.00	0.00	295.87	0.00	0.00	0.00	295.87
3380	Interest	0.00	0.00	0.00	6,390.70	0.00	0.00	0.00	6,390.70
3565	State-I/L Homeowners Prop	0.00	0.00	0.00	1,341.53	0.00	0.00	0.00	1,341.53
5804	ABX126 Other Revenue	0.00	0.00	0.00	150.95	0.00	0.00	0.00	150.95
	SUB CLASS TOTAL	803,317.08	803,317.08	360,347.75	360,347.75	360,347.75	801,090.62	801,090.62	801,090.62

End of Report

Report ID: GLSF9109  
Program: GLSF9109

Peoplesoft  
MONTHLY GENERAL LEDGER TRIAL BALANCE  
Fiscal Year 2023  
Through Period 10

Page No. 2  
Run Date 05/02/2023  
Run Time 08:21:27

Fund:	4660	Beginning Balance	Year-to-Date Transaction	Current Balances
Calwa Park And Recreation Dist		Debit Accts	Credit Accts	Debits Accts
SubClass: 10000				Credit Accts
General Subclass				

GRAND TOTALS	803,317.08	803,317.08	360,347.75	360,347.75	801,090.62	801,090.62
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End of Report



	Apr-23	23-Apr	
<b>Employee Cost</b>			<b>APR-23 Income</b>
Employee Salaries	\$ 15,000.00		<b>District Income</b>
	<b>\$ 12,268.83</b>	Zumba Rent	\$ 565.00
Payroll Taxes	\$ 1,600.00	Karate Rent	\$150.00
	<b>\$ 1,188.82</b>	Recycle Rent	\$700.00
Payroll Fees	\$ 170.00	Concession Rent	\$1,200.00
	<b>\$ 173.03</b>	Hall Rentals	\$1,525.00
Director Stipends	\$ 500.00	Field Rentals	\$100.00
	<b>\$ 360.80</b>	Boxing Rent	\$200.00
Workers Compensation	\$ -	Donations	\$35
	\$ -	Picnic Rentals	\$ 205.00
HR Services	\$ 100.00	Tax Deposits	\$ 128,330.89
		Yard Sale	\$ -
<b>Total Act:</b>	<b>\$ 13,991.48</b>	Online Payments	\$ -
<b>Total Est:</b>	<b>\$ 17,370.00</b>	Refunds	\$ 57.98
DIFFERENCE	<b>\$ 3,378.52</b>	Art Wall	
<b>Expenses</b>		<b>TOTALS</b>	<b>\$ 133,068.87</b>
Audit	\$ -		
Cleaning Supplies	\$ 300.00		
	<b>\$ 511.72</b>		
District Counsel	\$ 1,000.00		
	<b>\$ 1,935.00</b>		
District Board Elections	\$ -		
	<b>\$ 1,039.66</b>		
Electricity	\$ 3,000.00		
Electrical Field Lighting Loan	\$ 1,955.72		
	<b>\$ 1,955.72</b>		
Equipment Fuel	\$ 125.00		
	<b>\$ 185.60</b>		
Event Costs	\$ 800.00		
	<b>\$ 150.00</b>		
Fresno Co. Service Fees	\$ -		
Liability Insurance	\$ -		
Internet	\$ 185.00		

	\$ 110.00
Landline Phone	\$ 185.00
	\$ 100.40
Mobile Phone	\$ 130.00
	\$ 71.42
Memberships	\$ -
	\$ 432.00
Mileage	\$ -
Office Equipment (printer lease/services)	\$ 145.00
	\$ 153.40
Office Supplies	\$ 150.00
	\$ 101.42
Professional Development	\$ -
Recreation Programs	\$ 300.00
	\$ 239.94
Repairs & Maintance	\$ 3,500.00
	\$ 1,920.52
Security	\$ -
Security Monitoring System (Ameriguard)	\$ 52.00
	\$ 51.99
Technology Services	\$ 105.00
	\$ 118.97
Website/Social Media Protection Services	\$ -
	\$ -
Trash Disposal	\$ 278.00
	\$ 302.79
Water	\$ 800.00
	\$ 247.14
Swimming Pool Maintanance	\$ -
	\$ -
TOTAL EST	\$ 13,010.72
TOTAL ACTUALS	\$ 9,627.69
DIFFERENCE	\$ 3,383.03





For the Meeting of: 5/16/2023

Agenda Item No.: F-1

## **CALWA RECREATION & PARK DISTRICT REPORT TO THE BOARD**

---

**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Draft Preliminary District Budget for FY 23-24

### **RECOMMENDATION:**

That the Board receive report, discuss, and provide direction, for the preparation of the Preliminary Budget for adoption at June Board meeting.

### **SUMMARY:**

As the 22-23 fiscal year comes to a close, review of the District financial standing and budget preparation are required for the next fiscal year 23-24. The District and its Board have secured funding through several outlets as well as the normal tax apportionments annually to remain in a positive net position for the last three years. This is due to several factors but are not limited to: decrease in administrative staff, decrease in line items on the budget in relation to income deposited, and increase use of donations and grants. In the FY 22-23 we saw a tax apportionment total of **\$406,304.64**, and the District set a budget of **\$445,238.00 with an additional revenue of \$43,925.50** which resulted in the District remaining under budget.

This year we are anticipating a 2-3% increase in tax apportionments and have yet to receive all deposits. The largest deposits come in December, April, and June of the FY. This year we have received the two of the three for a total of **\$359,660.23 with an additional revenue of \$48,302.50 from park services and sales**. The June 2023 deposits are estimated for an additional \$65,000-\$67,000.00 to come to the District with a total estimated deposit from all tax apportionments at **\$425,000.00**. The Budget will be drafted with the tax apportionments being the boundary in which the District will try to not exceed.

### ***Suggested New Items in the FY 23-24 Budget: (will not see in attached budget)***

- General Reserve Fund
- Major construction projects: Soccer Complex, Swimming Pool, and Misc.
- Travel Fund for Professional Development
- Community Outreach County and City Side Projects
- Recreational Programming-Outsourced

### ***Line Items that will be Removed in FY 23-24 Budget:***

- Online Social Media Protection Services saving District \$2500.00



For the Meeting of: 5/16/23  
Agenda Item No.: F-1

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

---

**REASON FOR RECOMMENDATION:**

For the Board to receive report, discuss, and provide direction, for the preparation of the Preliminary Budget for adoption at June Board meeting.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

**Attachments:**

- Actual Costs of Employees and Operations for FY 22-23 Up to May 2023.
- Rough Budget for FY 23-24







	\$ 184.74	\$ 146.82	\$ 146.82	\$ 200.38	\$ 146.82	\$ 146.82	\$ 146.82	\$ 146.82	\$ 146.82	\$ 153.40	\$ 1,566.26
Office Supplies	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,500.00
Professional Development	\$ 183.55	\$ 39.66	\$ 165.58	\$ 119.69	\$ 48.74	\$ 91.75	\$ 127.11	\$ 122.02	\$ 115.97	\$ 101.42	\$ 1,106.39
	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
Recreation Programs	\$ 400.00	\$ 300.00	\$ 300.00	\$ 80.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 793.95
	\$ -	\$ -	\$ 216.88	\$ -	\$ 558.96	\$ 492.79	\$ -	\$ 170.11	\$ -	\$ 239.94	\$ 1,978.68
Repairs & Maintenance	\$ 3,750.00	\$ 4,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 37,750.00
	\$ 2,316.69	\$ 3,843.15	\$ 1,984.82	\$ 5,051.01	\$ 2,107.89	\$ 4,107.01	\$ 5,904.12	\$ 1,612.69	\$ 3,132.99	\$ 1,920.52	\$ 31,980.69
Security	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Monitoring System (Ameriguard)	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 520.00
	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 81.99	\$ 819.90
Technology Services	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 1,050.00
	\$ 117.97	\$ 117.97	\$ 134.16	\$ 117.97	\$ 117.97	\$ 117.97	\$ 134.16	\$ 247.97	\$ 118.97	\$ 118.97	\$ 1,344.08
Website/Social Media Protection Services	FREE Promo	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 2,241.00
	\$ -	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 249.00	\$ 2,241.00
Trash Disposal	\$ 300.00	\$ 278.00	\$ 278.00	\$ 300.00	\$ 278.00	\$ 300.00	\$ 278.00	\$ 278.00	\$ 278.00	\$ 278.00	\$ 2,846.00
	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 272.80	\$ 2,797.98
Water	\$ 4,500.00	\$ 5,500.00	\$ 5,500.00	\$ 4,500.00	\$ 5,000.00	\$ 1,500.00	\$ 900.00	\$ 500.00	\$ 700.00	\$ 800.00	\$ 29,400.00
	\$ 3,895.03	\$ 4,893.09	\$ 4,837.80	\$ 3,179.23	\$ 4,738.52	\$ 1,338.12	\$ 270.40	\$ 414.84	\$ 268.89	\$ 247.14	\$ 23,777.76
Swimming Pool Maintenance	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EST	\$ 16,697.72	\$ 20,009.72	\$ 21,710.72	\$ 16,907.72	\$ 20,410.72	\$ 13,157.72	\$ 11,760.72	\$ 19,860.72	\$ 11,910.72	\$ 13,010.72	\$ 165,437.20
TOTAL ACTUALS	\$ 14,792.73	\$ 17,789.94	\$ 19,931.99	\$ 18,890.24	\$ 17,258.97	\$ 19,519.78	\$ 12,911.51	\$ 18,945.21	\$ 12,496.91	\$ 9,627.69	\$ 169,143.97
	\$ 1904.99	\$ 2240.78	\$ 4,778.73	\$ (1,982.52)	\$ 3,151.75	\$ (6,368.96)	\$ (1,150.79)	\$ 915.51	\$ (686.19)	\$ 3,393.03	\$ 6,293.23



FINAL CRPD: BUDGET FY 23/24													
	23-Jul	23-Aug	23-Sep	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	YTD Totals
Employee Cost	\$ 16,000.00	\$ 37,000.00	\$ 35,000.00	\$ 35,250.00	\$ 35,500.00	\$ 35,500.00	\$ 35,000.00	\$ 35,250.00	\$ 35,500.00	\$ 35,000.00	\$ 35,000.00	\$ 37,000.00	\$ 387,000.00
Employee Salaries													
Payroll Taxes	\$ 1,450.00	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,885.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 19,885.00
Payroll Fees	\$ 280.00	\$ 250.00	\$ 170.00	\$ 170.00	\$ 240.00	\$ 170.00	\$ 170.00	\$ 180.00	\$ 180.00	\$ 170.00	\$ 160.00	\$ 170.00	\$ 2,280.00
Director Stipends	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 7,500.00
Workers Compensation	\$ 22,954.97												\$ 22,954.97
HR Services	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00
<b>Total:</b>	<b>\$ 41,754.97</b>	<b>\$ 40,800.00</b>	<b>\$ 37,370.00</b>	<b>\$ 37,650.00</b>	<b>\$ 38,085.00</b>	<b>\$ 38,370.00</b>	<b>\$ 37,370.00</b>	<b>\$ 37,830.00</b>	<b>\$ 38,380.00</b>	<b>\$ 37,370.00</b>	<b>\$ 37,860.00</b>	<b>\$ 39,870.00</b>	<b>\$ 249,889.97</b>
Expenses													
Audit				\$ 11,000.00									\$ 11,000.00
Cleaning Supplies	\$ 700.00	\$ 300.00	\$ 500.00	\$ 400.00	\$ 500.00	\$ 400.00	\$ 300.00	\$ 380.00	\$ 500.00	\$ 300.00	\$ 600.00	\$ 350.00	\$ 5,300.00
District Counsel	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 900.00	\$ 800.00	\$ 8,500.00
District Board Elections		\$ 500.00											\$ 500.00
Electricity	\$ 3,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 2,800.00	\$ 3,200.00	\$ 37,400.00
Electrical Field Lighting Loan	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 1,955.72	\$ 21,422.92
Equipment Fuel	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 200.00	\$ 200.00	\$ 125.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,875.00
Event Costs	\$ 150.00	\$ 800.00	\$ 180.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 150.00	\$ 300.00	\$ 100.00	\$ 800.00	\$ 250.00	\$ 100.00	\$ 5,000.00
Fresno Co. Service Fees													\$
Liability Insurance	\$ 18,970.04												\$ 18,970.04
Internet	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 2,280.00
Landline Phone	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 1,440.00
Mobile Phone	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00	\$ 960.00
Memberships												\$ 1,500.00	\$ 1,500.00
Mileage	\$ 200.00												\$ 200.00
Office Equipment (printer lease/services)	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00	\$ 1,740.00
Office Supplies	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,800.00
Professional Development		\$ 1,500.00											\$ 1,500.00
Recreation Programs	\$ 400.00	\$ 300.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 350.00	\$ 4,000.00
Repairs & Maintenance	\$ 3,750.00	\$ 4,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,250.00	\$ 44,000.00
Security		\$ 500.00											\$ 500.00
Security Monitoring System (Amitequard)	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 52.00	\$ 624.00
Technology Services	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 2,055.00
Technology Memberships					\$ 1,500.00								\$ 1,500.00
Trash Disposal	\$ 310.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 310.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 280.00	\$ 310.00	\$ 280.00	\$ 3,540.00

CSDA MEMBERSHIP REGISTRAR

\*Emails and Directors Err







For the Meeting of: 05/16/2023  
Agenda Item No.: F-2

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Field Agreement Extension for Central Valley Football League

**RECOMMENDATION:**

That the Board receive report, discuss, and approve extension to Agreement with Central Valley Football League.

**SUMMARY:**

Mr. Harris is currently under an agreement with the District to operate their flag football leagues on Saturdays for children aged 6-14. Upon completion of this current agreement, he has requested to extend the agreement another month. All details can be found in the attached Field Use Agreement. After review and observations from the Board, the District received positive comments about the programs starting season. There were no negative or critical comments from the community or District DA and support staff. It is recommended that the District extend the agreement for an additional month. They will continue to utilize Field 1, with one request. First, instead of the games being held on Saturday mornings the request has been made to move the program to Friday evenings. The District can accommodate this request and this will ease morning parking traffic for soccer and rental services on Saturdays, aside from that request the language in the agreement reestablished the rules and expectations of the District.

**REASON FOR RECOMMENDATION:**

Extend the flag football agreement and continue to provide recreational programs to the community.

**FISCAL IMPACT:**

District will receive a field use fee of \$375.00/month.

Attachments: Field Use Agreement





## CALWA RECREATION AND PARK DISTRICT FIELDS USE AGREEMENT

This License Agreement, hereinafter referred to as "Agreement," is made and entered into by and between the Calwa Recreation & Park District, a California Special District, hereinafter referred to as "District," and Darnell Harris and Marie Harris representing Central Valley NFL Flag, hereinafter referred to as "Licensee."

### **DISTRICT AND LICENSEE AGREE AS FOLLOWS:**

1. **Term:** This Agreement shall commence on June 1, 2023, and terminate on July 1, 2023, unless terminated earlier as provided in this Agreement. If Licensee wishes to renew for another 1-month period, Licensee shall provide notice to District twenty (20) days before the 1-month period ends. Upon receipt of renewal request, the Board of Directors will determine whether to renew the term.
2. **Premises:** District, on the dates and times set forth herein, and subject to the terms and conditions of this Agreement, hereby grants to Licensee a license to use Soccer Field 1, hereinafter referred to as "Field," solely to conduct flag football organized games for multiple teams of various age groups.
  - a. District agrees to permit exclusive field use of the single field, Field 1.
  - b. Licensee agrees to accept the fields in its "as-is" condition "with all faults."

District will provide field repairs that are a result of the normal wear and tear of field use and provide repairs to unlevel areas if needed.
  - c. District agrees to provide adequate lighting in Field 1 and external restrooms.
3. **Licensee's Requirements:** Licensee shall:
  - a. Use the Premises to perform organized flag football games use only. Any other use may only be permitted in writing by the District Administrator.
  - b. Be responsible for chalking or painting the fields lines for Field 1 only.
  - c. Conduct games on Field 1 only.
  - d. Provide, unless otherwise agreed upon by both parties, and be solely responsible for, all necessary equipment, records, and clean-up to insure effective instruction and safety of all players.
  - e. Calwa Residents who can verify physical address will be entitled to a discounted league registration fee of 10% off.
  - f. Licensee further agrees that District shall not at any time be liable for damage to Licensee property in or upon the facility, even when left

outside dates and times of permitted use.

- g. Keep accurate enrollment records, including the players name, contact information (i.e., address, phone numbers, email, etc.) and attendance record, and name of parents if a minor. Licensee shall provide a copy of these records to District seasonal basis.
  - h. Licensee will be responsible for the operations of their practices or games. District will have no right to direct, supervise, or control the day-to-day operations or activities of the practices or games provided by Licensee.
  - i. Licensee shall only provide services to children ages 5-12; adults will not be permitted to organize or participate in any organized games during gameday operation hours.
  - j. Licensee shall use the Fields in a manner which shall not cause interference with the use or occupancy of the other portions of the building by District or others in any way. Licensee's use hereunder will be done in such a manner so as not to interfere with or impose any additional expense upon District in maintaining the fields.
  - k. Licensee shall be respectful to other park use and participants and shall require that participants who are not following District rules are asked to leave the field.
  - l. Substitute coaches shall not be permitted. Only Licensee and registered coaching staff may conduct games/practices.
  - m. All coaches are required to have mandatory background checks, Licensee is not required to provide documentation of each coach to District.
  - n. Licensee shall not assign or sublease this License Agreement to anyone.
  - o. Licensee shall follow all COVID-19 protocols that District has in place.
  - p. Licensee shall ensure that all flag football associates, patrons, parents, and family attending games remain on Field 1 and understand that Fields 3 and 4 are reserved for soccer activities.
  - q. Parental/guardian code of conduct will be required, and a copy must be provided to District.
4. **Dates and Times of Permitted Use:** The games will commence at 5:30 p.m. and end at 8:30 p.m. on Fridays starting on 06-02-23. Field use shall reflect agreed hours and not exceed agreed times.
- a. Failure to vacate the premises outside of the permitted dates and times of use shall constitute a breach of this contract.
  - b. Licensee shall submit a written game schedule to District Administrator for approval.
  - c. No alcohol is allowed while participating in games/practices from any individual(s) in association with attending flag football games. This directly extends into District parking lot. Inability to control this will result in breach of contract and result in termination of this agreement.

- d. No drug use is allowed while participating in games/practices from any individual(s) in association with attending flag football games. This directly extends into District parking lot. Inability to control this will result in breach of contract and result in termination of this agreement.
  - e. All trash must be cleaned up by Licensee prior to every field use.
  - f. Licensee will be responsible for marking out their field boundaries and is allowed to use spray paint or chalk on fields.
  - g. Licensee may host tournaments for an adjusted park rental fee, TBD with District Administrator if applicable on future dates and will require new Field Use Agreement with District.
  - h. District will give a two week notice when the park will be used for community outreach events or whole/half park rentals. District will provide a prorated reimbursement for day(s) lost due to events or park rentals.
5. **License Fee:** Licensee shall make payments in the amount of \$375/month to the District as a license fee for the use of Field 1. The amount will be due on or before the 1<sup>st</sup> of every month.
6. **Independent Contractor:** Licensee enters into this Agreement, and will remain throughout the term of this Agreement, as an independent contractor. Licensee agrees that they are not and will not become employees, partners, agents, or principals of District while this Agreement is in effect. Licensee is responsible for providing, at their own expense, disability, unemployment, and other insurance, workers' compensation, training, permits and licenses for themselves and for their employees and subcontractors.
7. **Compliance with Laws and Regulations:** Licensee shall, at Licensee's expense, faithfully observe and comply with all District, Municipal, State and Federal laws, regulations, rules, requirements, and orders (collectively referred to as "Rules"), now in force or which may hereafter be in force pertaining to Hall, its building or use thereof.
8. **Indemnification and Insurance:**
- 8.1 Indemnification.
- Licensee shall indemnify, defend, and hold harmless District, its officers, agents and employees from and against any and all loss, cost (including attorneys' fees), damage, expense and liability (including statutory liability and liability under workers' compensation laws) in connection with claims, judgements, damages, penalties, fines, liabilities, losses, suits administrative proceedings, arising out of any act of neglect by Licensee', its agents, employees, contractors, Lessees, participants, representatives, in, on or about the Hall. This indemnity shall survive the termination of this Agreement.



Licensee hereby releases District from any and all liability or responsibility to Licensee or anyone claiming through or under Licensee by way of subrogation or otherwise for any loss or damage to equipment or property of Licensee covered by any insurance then in force.

- a. Licensee acknowledges that District has advised them that while it is not a requirement of this agreement, general liability insurance protects Licensee from claims for financial, personal injury, property damage and other damages by students. Failure on the part of Licensee to secure general liability insurance does not in any way transfer the responsibility or burden for having such to District.
- b. District shall not at any time be liable for damage or injury to person or property in or upon the facility during the license periods.
- c. Licensee agrees to have class participants sign waivers provided by the District for indemnification and release of liabilities. District may prohibit entry to classes by individuals refusing to sign waivers. It is the responsibility of Licensee to ensure that all participants sign and turn in waivers to District personnel.

#### 8.2 Insurance.

During the term of this Agreement, Licensee shall maintain public liability, property damage, and workers' compensation insurance for injuries to persons or damages to property related to the use of District Property. Coverage shall be at least as broad as Insurance Services from CG 00 01 covering CGL on an "occurrence" basis, including property damage, bodily injury, and personal injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies with the general aggregate limit shall apply separately to this location or the general aggregate limit shall be twice the required occurrence limit. The District and its principals, agents, and employees shall be named as additional insured.

9. **Restoration:** If any damage occurs to Field 1 or any other Field, fixtures or equipment, or if any repairs or replacements need to be made to those as a result of Licensee exercise of its rights under this Agreement, Licensee shall pay District for any such damage, repairs or replacements upon demand by District.
10. **Assignment and Sublicensing:** Licensee shall not assign any interest in this Agreement or otherwise transfer or sublicense the Hall or any part thereof the use of the Fields to any party. All legal obligations and responsibilities assigned to Licensee in this Agreement are hence transferred to the substitute for the agreed period but may not exceed two weeks.



11. **Termination:** This Agreement may be terminated based upon any one or more of the following events:
  - a. Termination for Convenience with 20 days' notice to the other party.
  - b. With 5 days' notice for failure of Licensee to pay the License Fee by the last day of the month.
  - c. With 5 days' notice for Licensee' failure to perform any of the terms and conditions of this Agreement.
  
12. **Notices:** Any notices required to be given under this agreement by either party to the other may be effected by personal delivery in writing. Mailed notices must be addressed to the parties at the addresses appearing with the signatures of this Agreement, but each party may change the address by giving written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of the day of mailing.
  
13. **Attorneys Fees:** If any legal action, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, the prevailing party will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.
  
14. **Venue:** Any lawsuit arising from this Agreement shall be filed in Fresno County, California.
  
15. **Waiver of Default:** The failure of any party to enforce against the other a provision of this Agreement shall not constitute a waiver of that party's right to enforce such a provision at a later time and shall not serve to vary the terms of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in Fresno, California.

**CALWA RECREATION AND PARK DISTRICT**



\_\_\_\_\_  
Adam Ramos, District Administrator  
**Calwa Recreation and Park District**

Date: \_\_\_\_\_

\_\_\_\_\_  
Darnell Harris, Owner  
**Central Valley NFL Flag**

Date: \_\_\_\_\_

\_\_\_\_\_  
Marie Harris, Owner  
**Central Valley NFL Flag**

Date: \_\_\_\_\_



For the Meeting of: 05/16/2023  
Agenda Item No.: F-3

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Park Rental Agreement for A Hopeful Encounter's: Fresno Spring Festival Showdown for Hope.

**RECOMMENDATION:**

That the Board receive report, discuss, and approve Park Rental Agreement with A Hopeful Encounter for the Fresno Spring Festival Showdown for Hope.

**SUMMARY:**

For the last couple of years, Susan Xiong, and her local non-profit A Hopeful Encounter, have used the Park to host their free community event called "A Showdown for Hope". This event hosts local resource vendors, commercial vendors, food trucks, and sports tournaments for communities across the city. This event was held around the same time last year. Susan and her team have consistently enforced and respected the parks space and its community annually with this event and have been no issues with this event in years past. This event is subject to a park use charge of \$500.00 for the use of the park for this event; this is a single use charge.

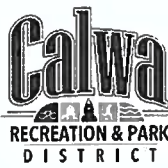
This event does not conflict with any other programming or agreements.

**REASON FOR RECOMMENDATION:**

**FISCAL IMPACT:**

District will receive a park use fee from the nonprofit of \$500.00.

Attachments: Park Use Agreement



## AGREEMENT BETWEEN CALWA RECREATION AND PARK DISTRICT AND SUSAN XIONG

### "SHOWDOWN FOR HOPE"

This Agreement ("Agreement") is made and entered into this 16th day of May 2023, by and between the Calwa Recreation and Park District, a special district (hereinafter called "District"), and Susan Xiong representing A Hopeful Encounter Inc. (hereinafter called "Permittee")

### RECITALS

- A. District provides groups with the opportunity to have special events; and
- B. Permittee has held a Showdown for Hope in the past and is interested in holding a special event regarding the (2023) Showdown for Hope on District Property; and
- C. District and Permittee wish to enter this Agreement to have Permittee hold the Showdown for Hope at Calwa Park, also referenced as "Premises."

### AGREEMENT

1. Use of Park Location. District gives permission to Permittee, use of Calwa Park for its Showdown for Hope ("Event"). The Event will be held on May 27th-28th, 2023 ("Event Days"). The Park shall be available on May 26th at 2:00pm for set up, and the event shall take place on May 27<sup>th</sup>-28<sup>th</sup> 2022, with a takedown time on May 28<sup>th</sup>, not to exceed 8pm of May 29th, 2022.
2. Location and site plan. A site plan which depicts where activities will take place and is attached hereto as Exhibit "A" and incorporated by reference. Only the areas shown on the Site Plan may be used.
3. Payment.  
Permittee shall pay the District as follows:
  - a. Cleaning/Repair Deposit: District shall provide the park and deposit as an "in-kind" donation. Failure to adhere to rules stated in "6. Terms and Conditions" shall result in a \$700 charge to Susan Xiong and A Hopeful Encounter Inc.
  - b. Park Rental for the Event Days shall be \$500.00. This Agreement shall not be effective and binding until signed by both parties and until the \$500.00 payment is received by the District. The balance of \$500.00 shall be paid five (5) days before the Event Day.
  - c. If assistance is needed from an employee using District Equipment, a cost of \$250.00 per day will be implemented, this charge has been donated by the District as an in-kind gift.
  - d. Permittee shall contact Mid- Valley Distribution or other qualified and legitimate waste business to order a 10-yard bin for trash pick-up due to event.
    - a. Documentation proof in the form of payment receipts or invoices must be provided to district 5 days before the event date.
4. Contracts, Permits, and Licenses.
  - A. Permittee shall obtain and pay for all permits and licenses which Permittee may be required to obtain or pay for to carry on any and all of Permittee's operations in connection with the Event. All permits and licenses must be submitted to the District Office (10) days before the event.
  - B. Permittee shall obtain insurance as required by Section 8 of this Agreement and shall provide a Certificate of Insurance to the District Office ten (10) days before the Event Day.
5. Operation. During the term of this Agreement, Permittee shall manage and operate the Event. The hours of operation shall be 7:00 am until 7:00 pm. Event hours 8:00 am to 6:00pm. The Permittee must ensure that everyone leaves the premises by closing time. It is anticipated that 1,500 attendees (estimate) will attend the event.
6. Terms and Conditions. The Permittee is required to meet the following terms and conditions:
  - a. Only the areas shown on the Site Plan will be used. The Hall will be used only for event date 5-27-23.



b. Permittee shall obtain and pay for 4 security guards from a local firm. A copy of the contract with the security guard company must be submitted to the District Office by five (5) days before the Event Day.

d. No alcohol, cigarettes, marijuana or unlawful drugs may be brought in and/or used on premises. Failure to implement this term may result in deduction from deposit.

e. The contact person must attend a "Walk Through" Inspection of premises with designated District personnel. The walk-through must be held before the day of event. The contact person must also attend walk-through inspection of premises after the event.

f. Back restrooms, nearest the soccer fields will be closed. It is the responsibility of the Permittee to have 4 portable bathrooms available for this event. (Requirements may change based upon new estimates of attendees.)

g. The District shall be notified immediately of any emergencies regarding serious injury to persons and to District facilities such as plumbing, electricity, structural damages, or dangerous conditions.

h. No canopy or tent which utilizes drilling may be used on the District Parking lots or paved areas.

I. The Calwa Concession Stand shall be allowed to remain open during the event.

j. The following contact person shall be present during the entire event:

(I) Name: Susan Xiong

(ii) Mobile Phone: 559-840-6425

(iii) Address: 3253 E Shields Ave, Fresno, CA 93726

(iv) Email Address: susanxiong@ahopefulencounter.org

k. Any repairs to the Premises shall be made within ten (10) days after the Event has been completed.

I. All activities will be subject to park rules and will be enforced by Calwa Park personnel. However, Permittee is responsible for ensuring that park rules and the terms and conditions of this Agreement are met.

m. Failure to comply with Calwa Park Rules and Regulations will result in early termination of the Event and forfeiture of all fees and deposits paid to Calwa Recreation and Park District. A copy of the Calwa Park Rules and Regulations has been provided to Permittee.

n. The Permittee will forfeit the right to use Park premises and/or facilities for any breach of this Agreement.

o. No vehicles will be allowed on District grass areas, all vehicles must remain in the District's parking lot or designated areas along Barton and Florence Aves.

p. District is allowed to capture photos and video and showcase on Districts social media or District website for promotional/marketing purposes.

r. Water connections will only be located in two locations of District and will be available upon request

i. One located behind the restaurant and second located in central portion of the park

s. Permittee agrees to having an open public event free of charge.

7. Default. If Permittee fails to make payments as set forth in this Agreement, District will consider that a breach of the Agreement. If Permittee fails to deliver required permits and contracts per the Agreement, District will consider that a breach of the Agreement and the Event may not be held.

8. Insurance. During the term of this Agreement, Permittee shall maintain public liability, property damage, and workers' compensation insurance for injuries to persons or damages to property related to the operation of the Showdown for Hope including set up and persons or damages to property related to the operation of the Showdown for Hope Event including set up and take down activities pursuant to this Agreement. Coverage shall be at least as broad as Insurance Services from CG 00 01 covering CGL on an "occurrence" basis, including property damage, bodily injury, and personal injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies with the general aggregate limit shall apply separately to this location or the general aggregate limit shall be twice the required occurrence limit. The District and its principals, agents, and employees shall be named as additional insured.

9. Indemnification. Permittee shall hold harmless, defend, and indemnify District and its officers, officials, employees, and volunteers from and against any and all liability, loss, damage, expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with Permittee's performance hereunder or its failure to comply with any of its obligations contained in the Agreement, except such loss or damage which was caused by the sole negligence or willful misconduct of the District.

10. Clean up. The responsibility of clean-up shall include a thorough clean-up of the Park area on a regular basis, but in no event not less than once every day at closing time by Permittee. District Staff may assist with clean up, but

will not be solely responsible for clean-up of the premises after event. If District Staff indicate that they WERE solely responsible for clean-up, a charge of \$250.00 will be invoiced to A Hopeful Encounter.

11. Cancellation. Permittee has NO right to cancel this Agreement, due to the date of acceptance of this agreement.

12. Entire Agreement. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior and contemporaneous agreements, representations, negotiations, and understandings of the parties, oral or written.

13. Amendment. This Agreement shall not be amended, modified, revoked, or terminated, and no obligation, duty or liability of any party may be related, discharged, or waived except by a written instrument duly executed by the parties.

14. Assignment. The rights, duties, and obligations of this Agreement shall not be assigned or delegated by Permittee without the prior written consent of District, in its sole discretion. Any assignment which District has not consented to shall be fees that have been deferred shall become immediately due and payable. Except as expressly provided, this Agreement shall insure to the benefit of and bind all successors in interest to the Property.

15. Attorneys' Fees. In the event of any arbitration, legal action, or other proceeding between the parties with respect to this Agreement, or the use, enjoyment, operation, or condition of this Agreement (an "Action"), the prevailing party shall be entitled to payment from the non-prevailing party of its reasonable attorneys' fees, arbitration fees, court costs, and litigation expenses, as without limitation, a party: (a) who agrees to dismiss an Action on the other party's performance of the covenants allegedly breached, (b) who obtains substantially the relief it has sought, or (c) against whom an Action is dismissed (with or without prejudice).

16. Venue. Any Action arising out of this Agreement shall be brought in Fresno County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

17. Recitals. All recitals at the beginning of this Agreement are accurate and shall constitute an integral part of this Agreement, and this Agreement shall be construed in light of those recitals.

18. Headings. The headings of the various sections of this Agreement are included solely for reference purposes and are not intended for any purpose whatsoever to modify, explain, or place any construction on any construction on any of the provisions of this Agreement.

19. Counterparts. The Agreement may be executed in counterparts, each of which shall constitute an original, but all of which together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon provided such signature page is attached to any other counterpart identical thereto except having additional signature pages executed by the other party.

20. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

"District" Representative  
Calwa Recreation and Park District  
Adam J. Ramos  
District Administrator

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

"Permittee" Representative  
Susan Xiong

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



For the Meeting of: 5/16/2023

Agenda Item No.: F-4

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Update on RFP for Architect/Engineering Services for Calwa Pool Project.

**SUMMARY:**

Legal and DA along with Ron Allred, drafted the RFP for the Swimming Pool Project regarding the architectural updates to the project. This RFP was opened for companies to submit proposals on March 28<sup>th</sup> and remained opened until April 30<sup>th</sup>. Unfortunately, after the thirty-two days' time period, the District did not receive any proposals from any companies that were invited to submit. After discussions with Legal, DA and Legal agreed to extend the submission deadline to May 31<sup>st</sup>, 2023. Legal also suggested that DA reach out to companies that were invited to submit proposals and inquire about the RFP submission process for the project. DA has reached out to some companies with the common response being no scheduling ability to take on new projects. DA has reached out to other companies that are based out of the Central Valley California area to submit a proposal. DA and Legal will have a new update on May 31<sup>st</sup>, 2023 and remain hopeful of at least one firm providing an RFP for the pool project.

County of Fresno documentation has been provided and a formal letter was provided to update the County of Fresno on the status of the project.

**RECOMMENDATION:**

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

**REASON FOR RECOMMENDATION:**

Update the Board on the status of the pool project.

**FISCAL IMPACT:**

Fiscal impact will not impact District funds due to the Fresno County ARPA award as well as donations received to cover remaining expenses.

Attachments:

NA



For the Meeting of: 5/16/2023  
Agenda Item No.: G-1

**CALWA RECREATION & PARK DISTRICT  
REPORT TO THE BOARD**

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**TO:** Board of Directors

**FROM:** District Administrator, Adam Ramos

**SUBJECT:** Informational Report on all District updates, and other information.

**RECOMMENDATION:**

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

**SUMMARY:**

See attached District Administrator report on updates regarding District updates, and other information.

**REASON FOR RECOMMENDATION:**

Inform Board on updates regarding District updates and other information.

**FISCAL IMPACT:**

There is no fiscal impact resulting from this report.

**Attachments:**

- DA Report





## Calwa Recreation and Park District

### DA Park Updates May 18, 2023 Regular Board Meeting

#### Staff

Juana Torres or Program and Events Coordinator has submitted her two-week notice to resign from her position here at the District. The District and DA thanks her immensely for her hard work and dedication to the District and her peers, and after discussions with her on the option for the District to provide a counter offer, it appears that the District is not able to match what her new employer will provide. Her last day of employment will be May 19, 2023. The District will provide a small plaque to showcase our appreciation and she has extended her time to volunteer at certain events if time permits. DA has updated job posting on Fresno State Parks and Recreation Department as well as Indeed.com for potential candidates. In the meantime, Programs will continue with our part time staff, Gabby until another person can fill position and all other responsibilities will be covered by DA.

The office will be closed on May 22, 2023 in recognition of Memorial Day, all full time staff will have the paid day off. An announcement to the community will be provided on our Facebook page and website on 5/19/23.

#### Events

##### COMPLETED EVENTS

Earth Day and Calwa Clean Up Event: On April 22<sup>nd</sup>, we had over 25 volunteers that registered for our Calwa Clean Up Event, the District and its volunteers picked up over 30 bags of trash surrounding the park and the neighborhoods from 10am-12pm. The park is in discussions with the County of Fresno to lead a clean up event for the county side of Calwa.

Assemblymember Arambula Resource/Health Fair: April 25<sup>th</sup>, the park partnered with Assembly member Arambula to host over 25 resource and community-based outreach vendors. Fresno State mobile health unit was present as well as a food distribution for the community from the Poverllo House.

May 5<sup>th</sup> Cultiva la Salud: partnered with the District to host a small health vaccine clinic here at the hall on May 5<sup>th</sup>, it went from 3pm-6pm and provided the community the chance for vaccines and other health resources.

##### UPCOMING EVENTS

Movie in the Park: May 26<sup>th</sup>, 2023 will be a Movie in the Park Event here at Calwa Park. We are going to host a movie night on Field 1 and let families come out to watch a family friendly movie that has yet to be determined. Flyer will be provided to Board in a couple of weeks, the date was changed from early May to late May. May be postponed due to staffing, yet to be determined.

NFL Flag Football Extension: is interested in signing another agreement for the month of June 2023. After a meeting with Mr. Harris, we discussed how the program was going. He stated that



he was doing great and that the program is expanding, thus the interest in extending the agreement for June 2023. This agreement will be in place for May agenda, and the pricing on the month's use was the same as the initial agreement, which is \$375 per month, per field. They are only interested in using Field 1.

A Hopeful Encounter: Showdown for Hope: has requested to rent the park for their upcoming event. The park has hosted the Showdown for Hope for the last 2 years and they have been amazing renters with timely agreements and all of the Districts and Board recommendations applied to their events. All paperwork is being provided until the event and the board will vote on agreement at upcoming May meeting. The dates requested for the event are May 27 and 28, the delay in the agreement was due to Prop 68 team and their construction timeline, it was previously stated that it would conflict with May dates but after an update this is no longer the case and Hopeful Encounter was open to using the park again.

### **Programs**

#### **UPCOMING PROGRAMS**

- DA is in discussions with i9 Sports, which is a company that provides organized and structured sports leagues for children aged 4-14. The Board has heard the proposals and DA and i9 Sports are in discussions regarding costs, will bring back to the Board for direction once financial numbers are discussed at June meeting.
- Summer Camp will take place (June 12-June 29) and (July 10-July 27), staff will be Juana and Gabby and they will host multiple camp sessions with different themes. Flyers have been created but will distribute once we get closer to the dates.
- Toddler Indoor Soccer has added another day for the week, bringing the total of available classes to two for the week on Monday and Thursday from 5:15pm-5:45pm. It does not conflict with any other programming and will be staffed by Gaby who is currently leading the Monday soccer classes under the Supervision of our Program Coordinator Juana.

### **Financials**

- DA is in progress drafting the newest Budget for the next fiscal year will have preliminary budget presented in May meeting.
- The last tax apportionment county deposit did take place in April for a deposit total of \$128,388.18. Please see financial section of Regular Board Meeting Supporting Documents D. (2) for details.

### **Maintenance Updates**

- DA did purchase 20 padlocks that are keyed alike, locks have been replaced throughout the Park and all staff have been supplied with that key.
- New windows were purchased for the cracked windows inside of the hall, a total of 3. There currently was a window that needed the glass replaced, it has instead been replaced with a painted piece of plywood, a new window has been purchased and includes installation. Inside of the hall where two cracked windows/glass that needed to be replaced. The replaced two update those three areas is estimated for \$700.00. This company has previously installed all of the outdated windows along the hall wall side.



- Watering schedule for the park is on the three-day schedule per the City of Fresno's requirements. Districts schedule is watering on Tuesday, Thursday, and Saturday.
- External Hall is going to have a new paint facelift that we will work on within the next few days.
- A new front sign has been purchased per the direction of the Board from previous board meetings. MT Staff and DA are working on how we can best present the new sign, it is the staffs highest priority since the current wood sign is out of date and structurally not safe. The greenery has been removed and will be replaced with new drought tolerant landscaping. The previous sign was chipping, wood was decaying, and paint was no longer visible. Photos are available upon request.

#### **Miscellaneous**

- A few new campers has set up on Barton Ave once again, we have had these issues in the past and are in the process of talking with the Fresno PD and reporting on the Fresgo App on having them removed, they typically remove themselves once reported within a few days. There were removed last time, but reappeared again.
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#### **Open Project Updates**

- **POOL**  
DA and District Counsel did release the RFP on March 28,2023 and gave a 30-day window to all companies interested in bidding. Unfortunately, after 30 days, the District did not receive any proposals. Legal Counsel and DA determined that it would be best to extend the date deadline to May 28<sup>th</sup>, 2023. DA is actively reaching out to companies that received the RFP and inquiring on the reasoning behind the lack of interest. DA and Legal are confident that we can have at least one proposal in place before the end of the month. A detailed report on some of the next steps will be provided and discussed at the next meeting.
- **SOCCER COMPLEX**  
Soccer complex documentation is all final, we were recently given permission by the State to finalize our notary documentation and will submit all documentation once finalized. A notary date through Fresno County, is scheduled for May 18<sup>th</sup>, 2023, once completed and submitted, District will discuss the RFP with Board at May board meeting, before RFP released.

*These are the current important updates from the District and DA.*