



CALWA RECREATION & PARK DISTRICT SPECIAL MEETING AGENDA

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NOTICE AND CALL FOR SPECIAL BOARD MEETING

DATE — Thursday January 23, 2020

TIME - 6:30 P.M.

CALWA PARK HALL— 4545 E. CHURCH AVE., FRESNO, CALIFORNIA

BOARD CHAIRPERSON

Raul Guerra, Chair

DISTRICT ADMINISTRATOR

Felix Ortiz

BOARD VICE CHAIR

Mary L. Rosales Vice Chair

DISTRICT COUNSEL

Hilda Cantu Montoy

BOARD MEMBERS

Jose Luis Sanchez, Board Member

Gabriela Mares, Board Member

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

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

A. Call to Order and Roll Call

Meeting was called to order at 6:35 P.M. and roll call was as follows: Board Chairperson Raul Guerra was present; Board Vice Chair Mary L. Rosales was present; Board Member Jose Luis Sanchez was present; Board Member Gabriela Mares was present; Board Member Esmeralda Zamora was present.

B. Invocation and Flag Salute

Invocation was led by Board Vicechair Mary L. Rosales and Flag Salute was led by Board Chairperson Raul Guerra.

C. Approval of Agenda

Agenda was approved with item F to be moved after item G. Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Gabriela Mares. 5-0 approved and 0-opposed.

D. Ceremonial Matters and Presentations

Each presentation is limited to five (5) minutes.

None

E. PUBLIC COMMENT

Members of the public wishing to address the District on an item that is not on the agenda may do so now. No action will be taken by the Board this evening. But items presented may be referred to the Administrator for follow up and a report. In order to allow time for all comments, each individual is limited to three minutes, with a

fifteen (15) minute maximum per group, per item, per meeting. When addressing the Board, you are requested to come forward to the speaker's microphone, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board Chair.

None

F. CONSENT CALENDAR (all items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. For any discussion of an item on the Consent Calendar, it will be enacted at the request of any member of the Board and made a part of the regular agenda.

1. Minutes, November 19, 2019
2. Financials, December 31, 2019
3. Special Meeting Minutes, December 9, 2019
4. December 17, 2019 Cancellation Notice
5. Resolution 20-01, Amending Park Facilities Fees, (increase for non-residence)

Consent Calendar was tabled for the next meeting to be held on January 30, 2020.

G. OLD BUSINESS

1. Update on Prop. 68 Grant— **FBHC**

Sandra Celedon and Cecilia Soto came to present before Board members about Prop. 68 Grant. Cecilia is going to be our direct contact with anything to do with Prop 68. She would oversee contacting us for any meetings that will be held for either the Calwa Park Master Plan or Prop 68. We will be having a Master Plan Meeting January 29, 2020 from 11:30 am -2:30 pm. Calwa Park has made it into the second rounds of Prop. 68 Grant so will be holding more community meetings and stake holders' meetings here at Calwa Park and some may be held off site. Final round of announcements will be made in March of 2020 and if selected the project would be completed in March of 2020.

2. Consider Resolution of the Board of Directors of the Calwa Recreation and Park District Adopting Findings for a Categorical Exemption Relating to Proposition 68 Grant Application — **(A) Staff**

CEQA resolution is to be passed and then the exemption is to be filed and sent to Sandra Celedon so that she could update the representative of the Prop. 68 Grant of where we were at with the CEQA process.

Motion was made by Board Member Jose Luis Sanchez and Seconded by Board Member Esmeralda Zamora. 5-0 approve; 0-opposed.

3. Update on Swimming Pool Construction. — **Louis Brosi of C-III Con**

Louis was not present but direction to staff was to ask for an update about swimming pool project for board members.

4. Discussion of Karate Program and District Relationship with Vincent Santana and direction to staff. — **(A) Staff**

Mr. Santana came to present before board about his karate program so that he could be considered to have a contract with Calwa Park as he didn't have one. Mr. Santana was willing to not hold karate class on Wednesday evenings, but he didn't want to switch Saturday mornings for Sunday morning. It was mentioned that if a hall rental came up then Mr. Santana would be notified, and he would cancel his class as the rental would have priority.

Direction to staff: To start discussion as to what the terms would be that would be put in a contract between Calwa Park and Mr. Vincent Santa. Mr. Santana's daughter was to send over schedule and other paperwork to Calwa Park office staff.

Calwa office staff asked for Mr. Santana to provide a calendar of when karate would not use the hall so Calwa staff would be able to know ahead of time when they wouldn't be using the hall.

5. Update on Retrofitting all Soccer Field Lights. — **Staff**

We have been in contact with Tom Fernet who we have submitted PG&E bills of prior months and have provided other information so that he can help put together information about parks electricity usage concerning the soccer field usage. We have also been in contact with Youran Kim who would be helping Calwa Park through the process. We are waiting to see the conclusions of the study and to see whether we are granted the loan so that it can be presented to the Board Members of Calwa Park to review.

H. NEW BUSINESS

1. Consider and Approve Organization Chart and Job Description for the following positions: District Administrator, Administrative Assistant, Accounting/Office Manager, Program Coordinator, Maintenance Supervisor, and Maintenance Employee. **(A) Staff**

Comparison of old and new Job Description for District Administrator to be tabled for next board meeting January 30, 2020.

2. Consider Actions Necessary for management and operations of Park during Vacancy of District Administrator such as:

A. Designating certain staff members to be responsible for decisions generally made by the District Administrator; and/or

After resuming the board meeting after the closed-door session, the Calwa Board proceeded to appoint Veronica Luchessa as Interim District Administrator for the time being.

Motion was made by Board Chairperson Raul Guerra and Seconded by Board Vice Chair Mary L. Rosales, 5-0 approved and 0-opposed.

B. Hiring Extra Help

Staff was directed to not hire any new employees for now for any new positions for the time being.

3. Consider and approve a Recruitment Process for District Administrator such as:

- (1) Review and approve job description
- (2) Recruitment Timeline
- (3) Folder with Application and Job Description
- (3) Posting Job Opening: office, website, Special Districts Association
- (4) Place Fresno Bee Ad
- (5) Other

Item H3 was tabled for next meeting on January 30, 2020.

I. CLOSED SESSION

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

Went into closed session at 7:48 P.M. and resumed back at 8:15 P.M.

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

K. ADJOURNMENT

Meeting was adjourned at 9:03 P.M.

Agenda packets and other public documents are available for inspection by the public at the District Office located at 4545 E. Church Avenue, Fresno, CA. To receive meeting agendas by email, you can ask to be added to the mailing list by calling (559) 264-6867 or send your request by email to info@calwarecreation.org.

Any writings or documents provided to a majority of the Board Members less than 72 hours before a regular meeting regarding any item on this agenda will be made available for public inspection during normal business hours, at District Office and posted on the District

wall. The documents will also be made available on the District's website at www.calwarecreation.org.

NEXT REGULAR MEETING:

February 18, 2020

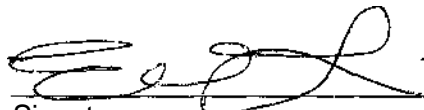
Certification of Posting

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 Special Meeting Agenda on the bulletin board in the Calwa Recreation District Office, on the front door window of the District Office, and on the District website at calwarecreation.org on January 22-, 2020.



Signature