



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

SPECIAL BOARD MEETING MINUTES

NOTICE AND AGENDA

April 21, 2020

TIME – 6:30 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

Raul Guerra, Chair

DISTRICT ADMINISTRATOR

vacant

BOARD VICE CHAIR

Mary L. Rosales Vice Chair

DISTRICT COUNSEL

Hilda Cantú 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 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 6:30 p.m. by Board Chairperson Raul Guerra and Roll Call was follow:

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

A. INVOCATION AND FLAG SALUTE

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

B. APPROVAL OF AGENDA

Agenda was approved with roll call vote as follows:

Board Chairperson Raul Guerra's vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez's vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes

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.

None

D. OLD BUSINESS

COVID-19 update

1. Review new state and local executive orders
 - a. Pending update on employee benefits due to Covid-19
District counsel shared that employee's temperature should be being taken. Federal laws applicable to Calwa but they cover all public employees, District Counsel was going to send rules.

2. Consider Staff Hours and Potential Lay Offs revisited by Ad hoc to adjust as needed **(A)**

- a. Discussion of offsite work hours for employees **(A)**

Ad Hoc recommended keep hours for employees the same, they have asked employees to submit daily tasks of each staff members to be turned in. Office assistant was going to be allowed to work from home on Tuesday's and Thursday's; Monday, Wednesday and Friday's work in Calwa office taking it week by week with Ad Hoc being flexible as to making appointments to where Erica comes into office as needed and then replaces the day with a work from home day.

Motion was made by Board Member Gabriela Mares and Seconded by Jose Luis Sanchez.

Roll call vote was as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chairperson Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes
5-0 approved and 0- opposed

b. Discussion of potential hire to help with maintaining Quickbooks and Financials in office through Mike Cuttone's office **(A)**
Office Staff was to contact temp agencies to see if they are open and available to send someone out to update finances in QuickBooks. with Board Chairperson executing agreement to move along with hiring.

Motion was made by Board Chairperson Raul Guerra and Seconded by Board Vice Chair Mary L. Rosales.

Roll call vote was as follows:

Board Chairperson Raul Guerra vote was a yes
Board Vice Chairperson Mary L. Rosales vote was a yes
Board Member Jose Luis Sanchez vote was a yes
Board Member Gabriela Mares vote was a yes
Board Member Esmeralda Zamora vote was a yes
4-0 approved and 0- opposed

NEW BUSINESS

1. Bank Account information of all accounts

Calwa Staff updated balances on Bank of The West accounts and Fresno County accounts.

2. Roll Over Budget for FY 20-21(A)

Board Chairperson Raul Guerra had suggested that Calwa Board Members consider doing a rollover budget for the upcoming fiscal year 20-21. The roll over budget would be the exact copy of this year's fiscal year budget, keep same projected budget amounts. Office staff was instructed to print out last years budget and for 20/21 and present. Once a District Administrator was hired, they could bring a new budget in September.

Motion was made by Board Vice Chairperson Mary L. Rosales Seconded by Board Member Jose Luis Sanchez

Roll Call vote was as follows:

Board Chairperson Raul Guerra's vote was a yes
Board Vice Chairperson Mary L. Rosales vote was a yes
Board Member Jose Luis Sanchez's vote was a yes
Board Member Gabriela Mares votes was a yes
Board Member Esmeralda Zamora's vote was a yes
5-0 approved and 0- opposed

3. Informational updates on Park

a. Update on Swimming Pool Project

Calwa Staff updated Board Members with information provided from Steve Rapada. He had e-mailed Kaiser for an extension for swimming pool completion as well as that they were still raising money to cover the remaining costs of new swimming pool being built. An update was given that a swimming pool permit had been paid by Councilmen Luis Chavez to keep the process moving forward.

b. Update on Fire and Construction of bathrooms

Calwa Staff contacted Clark from Renaissance repair company and he shared that he was waiting to hear from the City of Fresno about the permits that they also had to be looked at by a historical representative to be approved but he didn't see it being an issue since we were a community center.

Staff was instructed to tell Clark to get gather more estimates on the pipe repair. Ad Hoc was to be made eligible to approve and push through with estimate to get work done.

Motion was made by Board Vice Chairperson Mary L. Rosales and Seconded by Board Member Esmeralda Zamora.

Roll call vote was as follows:

Board Chairperson Raul Guerra's votes was a yes

Board Vice Chairperson Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez's vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora's vote was a yes

5-0 approved and 0- opposed

c. Update on Funding Information for Calwa Park

Board Chairperson Raul Guerra shared that the property taxes payment would not be delayed but that the apportionment payments of property taxes may be delayed as well as a decrease in the amount that we received.

4. Gas Leaks Emergency: Consider adoption of Resolution Of The Board of Directors of the Calwa Park And Recreation District Declaring Emergency And Authorizing Immediate Action To Procure The Necessary Equipment, Services, And Supplies Without Giving Notice For Competitive Bids Due To Emergency Health And Safety Issues Which Do Not Permit A Delay Resulting From Formal Competitive Bids **(A)**

District Counsel had us add this item since she understood that we needed to take this precautionary step but it was clarified that we didn't have to.

Meeting was adjourned at 8:56 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 closed. 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:

May 19, 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 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 April 17, 2020.

Signature