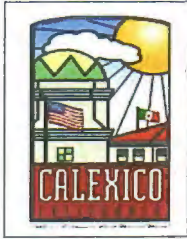


**AGENDA
ITEM**

9



AGENDA STAFF REPORT

DATE: April 5, 2023

TO: Mayor and City Council

APPROVED BY: Esperanza Colio, City Manager *Esperanza Colio*

REVIEWED BY: Sandy Fonseca, Interim Finance Director *SF*

PREPARED BY: Norma Gerardo, Recreation Manager *Norma Gerardo*

SUBJECT: Discussion on Summer Pool Program Options and Adoption of Corresponding Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act (ARPA)

Recommendation:

It is recommended that the City Council of the City of Calexico approve one (1) of the options below:

Program Option No. 1: 10-Week Program

- a. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act (ARPA) in the amount of \$63,153.21.

Program Option No. 2: 8-Week Program

- a. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act Funds (ARPA) in the amount of \$52,051.92.

Background:

On or about May 14, 2014, the Calexico Unified School District and the City of Calexico entered into a Memorandum of Understanding for the design, planning, construction, and operation of the swimming pool facilities and related facilities on the Calexico High School campus, located at 1030 Encinas Avenue, Calexico, California 92231. The pool facilities were completed and are in use by the School District and the City.

On June 15, 2022, the City Council of the City of Calexico approved a Joint Use Agreement with the Calexico Unified School District to share certain costs and responsibilities for operating the pool facilities for a community summer pool program for a term of three (3) years.

The 2022 Summer Pool Program ran from June 29, 2022, through August 20, 2022, for a term of eight (8) weeks and a total cost of

| |
|------------------------|
| AGENDA ITEM |
| 9 |

\$46,161.70. The City and the School District received sponsorships in the amount of \$10,600.00, reducing the total cost to the City to \$35,561.70.

The Recreation Department offered free swimming classes to preschoolers, school-age children, and adults. It also provided open swim, lap swim, water aerobics, and three Family Fun Fridays.

2022 Pool Program Statistics

| Activity | Attendance |
|------------------------|-------------------|
| Swimming Classes | 240 |
| Water Aerobics | 683 |
| Lap Swim | 140 |
| Fun Family Fridays (3) | 359 |
| Open Swim | 4,094 |
| Total Entrance | 5,516 |

Discussion & Analysis:

This year's Summer Pool Program will once again offer swimming classes to preschoolers, school-age children, and adults. It will also provide open pool access, lap swim, water aerobics, and Family Fun Fridays. The program will require one (1) Pool Manager, one (1) Pool Cashier, six (6) Water Safety Instructors, six (6) Lifeguards, one (1) Water Aerobics Instructor, and one (1) Recreation Leader.

Program Option No.1: 10-Week Program

Runs from June 13, 2023, to August 18, 2023, for a total of ten (10) weeks. The residents of Calexico will have 272 hours of pool access for a total estimated cost of \$63,153.21.

Program Option No. 2: 8-Week Program

Runs from June 27, 2023, to August 18, 2023, for a total of eight (8) weeks. This program option runs for the same number of weeks as in last year. The residents of Calexico will have 224 hours of pool access for a total estimated cost of \$52,051.92.

It is recommended that the City Council of the City of Calexico selects a program option and adopts corresponding Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act (ARPA) from Outreach Specialist to Other Operating Contracts.

Fiscal Impact:

American Rescue Plan Act Funds (ARPA)

| Option No. 1 | |
|----------------------|--------------------|
| 255-91-910-55025-000 | \$63,153.21 |
| TOTAL | \$63,153.21 |

| Option No. 2 | |
|----------------------|-------------|
| 255-91-910-55025-000 | \$52,051.92 |
| TOTAL | \$52,051.92 |

Coordinated With:

Finance Department.
Calexico Unified School District.

Attachment:

1. Program Schedule.
2. Option 1:
 - a. Cost Estimate Breakdown
 - b. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act Funds (ARPA) in the amount of \$63,153.21.
3. Option 2:
 - a. Cost Estimate Breakdown
 - b. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act Funds (ARPA) in the amount of \$52,051.92.

ATTACHMENT #1

2023 Summer Recreation Pool Program Schedule

First Half - XXX - July 22

| | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | SUNDAY |
|--------------|--|----------------------------|----------------------------|----------------------------|--|-------------|----------------------|
| 8am - 9am | Pool Restricted to Summer School & After School Programs | | | | | | Closed for Chemicals |
| 9am - 10am | | | | | | | |
| 10am - 11am | | | | | | | |
| 11am - 12 pm | | | | | | | |
| 12pm -1pm | | | | | | | |
| 1pm - 2pm | | | | | | | |
| 2pm - 3pm | | | | | | | |
| 3pm - 4pm | | | | | | | |
| 5pm - 6pm | | | | | | | |
| 6pm-7pm | Pool Closed | Public Swim | Public Swim | Public Swim | Public Swim & Family Nights (3 Fridays) | Public Swim | |
| 7pm-8pm | | Water Aerobics Lap Swim | Water Aerobics Lap Swim | Water Aerobics Lap Swim | | | |
| 8pm-9pm | | | | | | | |

Second Half - July 25 - August 18 (19 Days)

| | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | SUNDAY |
|--------------|-------------|----------------------------|----------------------------|----------------------------|--|------------------|----------------------|
| 8am - 9am | Pool Closed | Swimming Lessons | Swimming Lessons | Swimming Lessons | Swimming Lessons | Swimming Lessons | Closed for Chemicals |
| 9am - 10am | | | | | | | |
| 10am - 11am | | | | | | | |
| 11am - 12 pm | | | | | | | |
| 12pm -1pm | | | | | | | |
| 1pm - 2pm | | | | | | | |
| 2pm - 3pm | | | | | | | |
| 3pm - 4pm | | | | | | | |
| 5pm - 6pm | | Public Swim | Public Swim | Public Swim | Public Swim & Family Nights (2 Fridays) | Public Swim | |
| 6pm-7pm | | Water Aerobics Lap Swim | Water Aerobics Lap Swim | Water Aerobics Lap Swim | | | |
| 7pm-8pm | | | | | | | |
| 8pm-9pm | | | | | | | |

ATTACHMENT #2a

2023 Summer Recreation Pool Program: Estimated Cost Option 1 - Full Program

| Itemized Expenditures June 13 to July 22 (30 Days) | | | | | | |
|---|----------------|-------------|-----------------|---------------------|--|--|
| Staffing Services: 5-Hour Shift | | | | | | |
| Position | # | Hourly Rate | Total Hours: | Total Expense: | | |
| Pool Tech | 1 | \$ 32.90 | 240 | \$ 2,632.00 | | |
| Pool Cashier 4.5-hour shift | 1 | \$ 15.50 | 135 | \$ 2,092.50 | | |
| Pool Manager | 1 | \$ 25.00 | 150 | \$ 3,750.00 | | |
| Pool Manager - Staff Training 2 hr | 2 | \$ 25.00 | 4 | \$ 100.00 | | |
| Lifeguard | 6 | \$ 20.00 | 900 | \$ 18,000.00 | | |
| Lifeguard - Staff Training 2 hr | 6 | \$ 20.00 | 12 | \$ 240.00 | | |
| | | | | \$ 26,814.50 | | |
| Supplies/Materials/Services: | | | | | | |
| Expenditure Type | operating days | Full Cost | 1/3 of the Cost | Total Expense: | | |
| Pool Parts & Supplies | 30 | \$ 135.87 | \$ 45.29 | \$ 1,358.73 | | |
| Maintenance & Repairs | 30 | \$ 11.53 | \$ 3.84 | \$ 115.27 | | |
| | | | | \$ 1,473.99 | | |
| \$ | | | | 28,288.49 | | |

| Itemized Expenditures July 25 - August 18 (19 Days) | | | | | | |
|---|---|-------------|--------------|---------------------|--|--|
| Staffing Services A.M. Session (16 Days): 5-Hour Shift | | | | | | |
| Position | # | Hourly Rate | Total Hours: | Total Expense: | | |
| Pool Tech | 1 | \$ 32.90 | 128 | \$ 1,403.73 | | |
| Pool Manager | 1 | \$ 25.00 | 80 | \$ 2,000.00 | | |
| Lifeguard / Water Safety Instructor | 6 | \$ 21.00 | 480 | \$ 10,080.00 | | |
| | | | | \$ 13,483.73 | | |

| Staffing Services P.M. Session (19 Days Overlapping the A.M. Session): 5-Hr Shift | | | | | | |
|--|---|-------------|--------------|---------------------|--|--|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | | |
| Pool Tech | 1 | \$ 32.90 | 24 | \$ 263.20 | | |
| Pool Manager | 1 | \$ 25.00 | 95 | \$ 2,375.00 | | |
| Pool Manager - Staff Training 2 hr | 2 | \$ 25.00 | 4 | \$ 100.00 | | |
| Lifeguard | 6 | \$ 20.00 | 570 | \$ 11,400.00 | | |
| Lifeguard - Staff Training 2 hr | 6 | \$ 20.00 | 12 | \$ 240.00 | | |
| Pool Cashier 4.5-hour shift | 1 | \$ 15.50 | 85.5 | \$ 1,325.25 | | |
| | | | | \$ 15,703.45 | | |

| Supplies/Materials/Services: | | | | | | |
|-------------------------------------|----------------|-----------|-----------------|------------------|--|--|
| Expenditure Type | operating days | Full Cost | 1/3 of the Cost | Total Expense: | | |
| Pool Parts & Supplies | 19 | \$ 135.87 | \$ 45.29 | \$ 860.53 | | |
| Maintenance & Repairs | 19 | \$ 11.53 | \$ 3.84 | \$ 73.00 | | |
| \$ | | | | 933.53 | | |
| | | | | 30,120.71 | | |

| CITY Itemized Expenditures June 13 to July 22 (30 Days) | | | | | | |
|--|---|-------------|------------------|--------------------|--|--|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | | |
| Water Aerobics Instructor | 1 | \$ 23.50 | 17 | \$ 395.50 | | |
| Rec Leader for Family Fridays (3 times) | 1 | \$ 22.50 | 15 | \$ 337.50 | | |
| | | | | \$ 737.00 | | |
| Supplies/Materials/Services: | | | | | | |
| DJ Services for Family Fridays (3 times) | 3 | \$ 250.00 | | \$ 750.00 | | |
| Consession Stand Supplies | 3 | \$ 150.00 | | \$ 450.00 | | |
| Materials & Supplies for Family Fridays | 1 | \$ 1,500.00 | One-Time Expense | \$ 1,500.00 | | |
| | | | | \$ 2,700.00 | | |
| Cost to City | | \$ | | 3,437.00 | | |

| CITY Itemized Expenditures July 25 - August 18 (19 Days) | | | | | | |
|---|---|-------------|--------------|------------------|--|--|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | | |
| Water Aerobics Instructor | 1 | \$ 23.50 | 12 | \$ 282.00 | | |
| Rec Leader for Family Fridays (2 times) | 1 | \$ 22.50 | 10 | \$ 225.00 | | |
| | | | | \$ 507.00 | | |

| Supplies/Materials/Services: | | | | | | |
|--|---|-----------|--|---|--|--|
| DJ Services for Family Fridays (2 times) | 2 | \$ 250.00 | | \$ 500.00 | | |
| Consession Stand Supplies | 2 | \$ 150.00 | | \$ 300.00 | | |
| | | | | \$ 800.00 | | |
| Cost to City | | \$ | | 1,307.00 | | |
| | | | | Total Both Sessions: \$ 4,744.00 | | |

Combined Total - Both Sessions: \$ 63,153.21

ATTACHMENT #2b



BUDGET AMENDMENT RESOLUTION NO. _____
 BUDGET AMENDMENT RESOLUTION OF THE CITY COUNCIL
 OF THE CITY OF CALEXICO AUTHORIZING AN AMENDMENT
 TO THE FINAL BUDGET FOR FISCAL YEAR 2022-23

WHEREAS, the Final Budget for Fiscal Year 2022-23 was adopted by Resolution No. 2022-48 of the City Council on August 10, 2022; and

WHEREAS, the City Council has authorized the amendment of the Final Budget, in accordance with proper governmental accounting and financial reporting practices; and

NOW THEREFORE, the City Council of the City of Calexico hereby resolves and authorizes the following action(s)

AMENDMENTS TO ADOPTED BUDGET:

1) Record Revenue Estimates(s)

| Fund No. | Department | Division | | Account | Sub-Account | Amount |
|--------------|------------|----------|--|---------|-------------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | 0 |

2) Record Appropriation(s)

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|--------------------------|---------|-------------|----------------|
| 255 | 91 | 910 | Outreach Specialist | 56000 | 000 | \$ (63,153.21) |
| 255 | 91 | 910 | Other Operating Contract | 52025 | 000 | \$ 63,153.21 |
| Total | | | | | | \$ - |

3) Record Transfer of Funds:

FROM:

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|-----------------------|---------|-------------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | \$ - |

TO:

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|-----------------------|---------|-------------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | \$ - |

5)Purpose of Budget Amendment:

Allocation of resources for 2023 Summer Pool Program

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calexico at the regular meeting this 5th day of April, 2023.

Raul Ureña, Mayor

ATTEST:

GABRIELA T. GARCIA, City Clerk

APPROVED AS TO FORM:

CARLOS CAMPOS, City Attorney

STATE OF CALIFORNIA)
CITY OF CALEXICO) ss.
COUNTY OF IMPERIAL)

I, Gabriela T. Garcia, City Clerk of the City of Calexico, do hereby certify under the penalty of perjury, that the foregoing Resolution No. 2022-___, was duly adopted by the City Council at a meeting of said City Council held on the 15th day of February, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

GABRIELA T. GARCIA, City Clerk
City of Calexico

ATTACHMENT #3a

2023 Summer Recreation Pool Program: Estimated Cost Option 2 - Same as Last Year

| Itemized Expenditures June 27 to July 22 (19 Days) | | | | | |
|--|----------------|-------------|-----------------|----------------|---------------------|
| Staffing Services: 5-Hour Shift | | | | | |
| Position | # | Hourly Rate | Total Hours: | Total Expense: | |
| Pool Tech | 1 | \$ 32.90 | 152 | \$ 1,666.93 | |
| Pool Cashier 4.5-hour shift | 1 | \$ 15.50 | 85.5 | \$ 1,325.25 | |
| Pool Manager | 1 | \$ 25.00 | 95 | \$ 2,375.00 | |
| Pool Manager - Staff Training 2 hr | 2 | \$ 25.00 | 4 | \$ 100.00 | |
| Lifeguard | 6 | \$ 20.00 | 570 | \$ 11,400.00 | |
| Lifeguard - Staff Training 2 hr | 6 | \$ 20.00 | 12 | \$ 240.00 | |
| | | | | | \$ 17,107.18 |
| Supplies/Materials/Services: | | | | | |
| Expenditure Type | operating days | Full Cost | 1/3 of the Cost | Total Expense: | |
| Pool Parts & Supplies | 19 | \$ 135.87 | \$ 45.29 | \$ 860.53 | |
| Maintenance & Repairs | 19 | \$ 11.53 | \$ 3.84 | \$ 73.00 | |
| | | | | | \$ 933.53 |
| | | | | | 18,040.71 |

| Itemized Expenditures July 25 - August 18 (19 Days) | | | | | |
|--|---|-------------|--------------|----------------|---------------------|
| Staffing Services A.M. Session (16 Days): 5-Hour Shift | | | | | |
| Position | # | Hourly Rate | Total Hours: | Total Expense: | |
| Pool Tech | 1 | \$ 32.90 | 128 | \$ 1,403.73 | |
| Pool Manager | 1 | \$ 25.00 | 80 | \$ 2,000.00 | |
| Lifeguard / Water Safety Instructor | 6 | \$ 21.00 | 480 | \$ 10,080.00 | |
| | | | | | \$ 13,483.73 |

| Staffing Services P.M. Session (19 Days Overlapping the A.M. Session): 5-Hr Shift | | | | | |
|---|----------------|-------------|-----------------|----------------|---------------------|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | |
| Pool Tech | 1 | \$ 32.90 | 24 | \$ 263.20 | |
| Pool Manager | 1 | \$ 25.00 | 95 | \$ 2,375.00 | |
| Pool Manager - Staff Training 2 hr | 2 | \$ 25.00 | 4 | \$ 100.00 | |
| Lifeguard | 6 | \$ 20.00 | 570 | \$ 11,400.00 | |
| Lifeguard - Staff Training 2 hr | 6 | \$ 20.00 | 12 | \$ 240.00 | |
| Pool Cashier 4.5-hour shift | 1 | \$ 15.50 | 85.5 | \$ 1,325.25 | |
| | | | | | \$ 15,703.45 |
| Supplies/Materials/Services: | | | | | |
| Expenditure Type | operating days | Full Cost | 1/3 of the Cost | Total Expense: | |
| Pool Parts & Supplies | 19 | \$ 135.87 | \$ 45.29 | \$ 860.53 | |
| Maintenance & Repairs | 19 | \$ 11.53 | \$ 3.84 | \$ 73.00 | |
| | | | | | \$ 933.53 |
| | | | | | 30,120.71 |

| CITY Itemized Expenditures June 27 to July 22 (19 Days) | | | | | |
|---|---|-------------|------------------|----------------|--------------------|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | |
| Water Aerobics Instructor | 1 | \$ 23.50 | 11 | \$ 258.50 | |
| Rec Leader for Family Fridays (2 times) | 1 | \$ 22.50 | 10 | \$ 225.00 | |
| | | | | | |
| | | | | | \$ 483.50 |
| Supplies/Materials/Services: | | | | | |
| DJ Services for Family Fridays (2 times) | 2 | \$ 250.00 | | \$ 500.00 | |
| Consession Stand Supplies | 2 | \$ 150.00 | | \$ 300.00 | |
| Materials & Supplies for Family Fridays | 1 | \$ 1,300.00 | One-Time Expense | \$ 1,300.00 | |
| | | | | | \$ 2,100.00 |
| | | | | | \$ 2,583.50 |

| CITY Itemized Expenditures July 25 - August 18 (19 Days) | | | | | |
|--|---|-------------|--------------|----------------|--------------------|
| Position | # | Hourly Rate | Total Hours: | Total Expense: | |
| Water Aerobics Instructor | 1 | \$ 23.50 | 12 | \$ 282.00 | |
| Rec Leader for Family Fridays (2 times) | 1 | \$ 22.50 | 10 | \$ 225.00 | |
| | | | | | |
| | | | | | \$ 507.00 |
| Supplies/Materials/Services: | | | | | |
| DJ Services for Family Fridays (2 times) | 2 | \$ 250.00 | | \$ 500.00 | |
| Consession Stand Supplies | 2 | \$ 150.00 | | \$ 300.00 | |
| | | | | | |
| | | | | | \$ 800.00 |
| | | | | | \$ 1,307.00 |
| | | | | | \$ 3,890.50 |

| |
|---|
| Combined Total - Both Sessions: \$ 52,051.92 |
|---|

ATTACHMENT #3b



BUDGET AMENDMENT RESOLUTION NO. _____
 BUDGET AMENDMENT RESOLUTION OF THE CITY COUNCIL
 OF THE CITY OF CALEXICO AUTHORIZING AN AMENDMENT
 TO THE FINAL BUDGET FOR FISCAL YEAR 2022-23

WHEREAS, the Final Budget for Fiscal Year 2022-23 was adopted by Resolution No. 2022-48 of the City Council on August 10, 2022; and

WHEREAS, the City Council has authorized the amendment of the Final Budget, in accordance with proper governmental accounting and financial reporting practices; and

NOW THEREFORE, the City Council of the City of Calexico hereby resolves and authorizes the following action(s)

AMENDMENTS TO ADOPTED BUDGET:

1) Record Revenue Estimates(s)

| Fund No. | Department | Division | | Account | Sub-Account | Amount |
|--------------|------------|----------|--|---------|-------------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | 0 |

2) Record Appropriation(s)

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|--------------------------|---------|-------------|----------------|
| 255 | 91 | 910 | Outreach Specialist | 56000 | 000 | \$ (52,051.92) |
| 255 | 91 | 910 | Other Operating Contract | 52025 | 000 | \$ 52,051.92 |
| Total | | | | | | \$ - |

3) Record Transfer of Funds:

FROM:

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|-----------------------|---------|-------------|--------|
| | | | | | | - |
| | | | | | | |
| | | | | | | |
| Total | | | | | | \$ - |

TO:

| Fund No. | Department | Division/ Project | Project/ Account Name | Account | Sub-Account | Amount |
|--------------|------------|----------------------|-----------------------|---------|-------------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total | | | | | | \$ - |

5) Purpose of Budget Amendment:

Allocation of resources for 2023 Summer Pool Program

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calexico at the regular meeting this 5th day of April, 2023.

Raul Ureña, Mayor

ATTEST:

GABRIELA T. GARCIA, City Clerk

APPROVED AS TO FORM:

CARLOS CAMPOS, City Attorney

STATE OF CALIFORNIA)
CITY OF CALEXICO) ss.
COUNTY OF IMPERIAL)

I, Gabriela T. Garcia, City Clerk of the City of Calexico, do hereby certify under the penalty of perjury, that the foregoing Resolution No. 2022-___, was duly adopted by the City Council at a meeting of said City Council held on the 15th day of February, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

GABRIELA T. GARCIA, City Clerk
City of Calexico