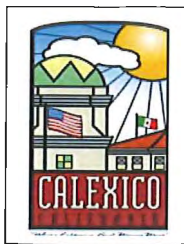


**AGENDA
ITEM**

22



AGENDA STAFF REPORT

DATE: April 20, 2023

TO: Mayor and City Council

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

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

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 approves one (1) of the options below:

Program Option No. 1: 10-Week Program

- a. Approve the Use of FY 2022-23 Measure H Recreation Program Funds in the amount of \$35,000.00.
- b. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act (ARPA) in the amount of \$28,153.21.

Program Option No. 2: 8-Week Program

- a. Approve the Use of FY 2022-23 Measure H Recreation Program Funds in the amount of \$30,000.00.
- b. Adopt Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act Funds (ARPA) in the amount of \$17,051.92.

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

AGENDA ITEM

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, 2023, through August 20, 2023, for a term of eight (8) weeks and a total cost of \$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, approves the use of FY 2022-23 Measure H Recreation Program Funds in the amount of \$35,000.00, and adopts corresponding Budget Amendment Resolution for Fund No. 255 – American Rescue Plan Act (ARPA) from Park Infrastructure to Summer Pool Program.

Fiscal Impact:

American Rescue Plan Act Funds (ARPA)

Option No. 1	
120-50-520-53029-000	\$35,000.00
255-91-914-56000-000	\$28,153.21
TOTAL	\$63,153.21

Option No. 2	
120-50-520-53029-000	\$35,000.00
255-91-914-56000-000	\$17,051.92
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 \$28,153.21.
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 \$17,051.92.

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	Pool Closed	Public Swim	Public Swim	Public Swim	Public Swim & Family Nights (3 Fridays)	Public Swim	
6pm-7pm		Water Aerobics Lap Swim	Water Aerobics Lap Swim	Water Aerobics Lap Swim			
7pm-8pm							
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

CITY Itemized Expenditures June 13 to July 22 (30 Days)				
Position	#	Hourly Rate	Total Hours:	Total Expense:
Water Aerobics Instructor	1	\$ 23.50	17	\$ 399.50
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

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

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
				4,744.00

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	86.5	\$ 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

Combined Total - Both Sessions: \$ 63,153.21			
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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	914	Park Infrastructure	56000	000	\$ (28,153.21)
255	50	520	Summer Pool Program	52025	001	\$ 28,153.21
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 20th 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 20th day of April, 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
Cost to City		\$		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
Cost to City		\$		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						\$ -

2) Record Appropriation(s)

Fund No.	Department	Division/ Project	Project/ Account Name	Account	Sub-Account	Amount
255	91	914	Park Infrastructure	56000	000	\$ (17,051.92)
255	50	520	Summer Pool Program	52025	001	\$ 17,051.92
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 20th 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)

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AYES:
NOES:
ABSENT:
ABSTAIN:

GABRIELA T. GARCIA, City Clerk
City of Calexico