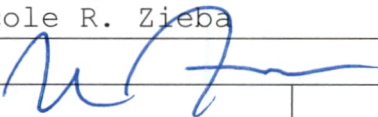




COVER SHEET

Organization Name: City of Reedley		
Name of Project: Pickleball for the Public		
Contact Person Name and Title: Taylor Cardenas, Recreation Coordinator		
Address: 100 N. East		
City: Reedley	State: California	Zip Code: 93654
Telephone #: 559-637-4203	Cellular #: 559-318-6034	Email: taylor.cardenas@reedley.ca.gov
Year Established: 1913		Federal ID #: 94-6000402
Type of Organization (check one): ☐ Corporation ☐ Proprietor ☐ Partnership ☐ Non-profit ☒ Government ☐ Faith-based ☐ Education ☐ Other (please describe) _____		
Select the zone(s) you intend to target: ☒ Zone 1 ☒ Zone 2 ☒ Zone 3 ☒ Zone 4 ☒ Zone 5 <i>(See Page 6 for a map of the District's zones)</i>		
Amount of Funding Requested: \$8,051		
Number of People to be Served/Impacted: 2,000 people		
I certify that the information contained in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant proposal is submitted with the full knowledge and endorsement of the governing board of this organization, which will act as fiscal agent and is empowered to enforce compliance with all contract conditions.		
Name: Nicole R. Zieba		Title: City Manager
Signature: 		Date: 2/27/25
NOTE: If the agency/organization has a governing board, please attach a letter of authorization from the board.		

Project Name: Pickleball for the Public



2/19/2025

Taylor Cardenas

Recreation Coordinator

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City of Reedley

Community Services Department
100 N. East Avenue
Reedley, CA 93654
(559) 637-4203
FAX (559) 637-7253

Narrative

Pickleball is one of the fastest growing sports in the United States. Currently The City of Reedley does not have any public pickleball courts. This is something that people have been asking for so they don't have to travel to other cities. Pickleball started at the Reedley Community Center in August 2023, from there it has received more and more interest. Since the installation of pickleball courts at Reedley High School, the City of Reedley has utilized those courts to have open pickleball play for the public.

A highlight for this program is the City of Reedley has received great feedback from the community! The courts at Reedley High School are the only pickleball courts in Reedley. Without Sierra Kings Health Care District support it would be very difficult to keep the pickleball courts open for the public. Over the course of the year there has been more and more people who are now starting to learn how to play pickleball. This sport can be played by anyone of any age which is what makes it so engaging is that the whole family is able to play no matter the ages.

One thing that the City of Reedley had to overcome was figuring out a way to stop the balls from rolling into the other courts since the courts are back-to-back. What the City of Reedley did was use 2 delineators and an orange mesh net to create a wall so the balls won't roll to the other court.

Playing pickleball is a great way to exercise and to stay healthy, it improves cardiovascular fitness, enhances agility, balance, and coordination. It also has great mental health benefits; it reduces stress and anxiety through active play.



City of Reedley

Community Services Department
100 N. East Avenue
Reedley, CA 93654
(559) 637-4203
FAX (559) 637-7253

Narrative

Currently the City of Reedley (City) does not have any pickleball or tennis courts for public use. Knowing how popular pickleball is, the City started hosting pickleball at the Reedley Community Center. It was available to the public 1 day a week for 2 hours. This option for public pickleball at the Community Center started in August 2023 with the City taping lines to create one court using masking tape. The interest continued to grow so the City invested in another net and started providing two courts. Most of the participants were seniors since it was open on a Wednesdays during the middle of the day. Pickleball continued at the Community Center until January 2024. This was phase 1 of working to offer a public option for pickleball in Reedley.

The second phase of public pickleball was updating the joint use agreement with Kings Canyon Unified School District (KCUSD) to allow public use on a school campus. KCUSD installed eight pickleball courts and has tennis courts right next to them. The City and KCUSD have a long-standing relationship and joint use agreement in place. The agreement was updated in November 2023 to include use of the pickleball courts, since this was something new and not listed in the previous joint use agreement. Public pickleball started at Reedley High School in February 2024 and continues today

The City opens the courts two days a week on Wednesday's and Saturday's from 7:30am-10:30am / 8:30am- 11:30am (depending on the time of the year). On Wednesday only the pickleball courts are open to the public and on Saturday the tennis and pickleball courts are open to the public. KCUSD requires that a City staff must be present during public play.

City staff arrives 30 minutes before the public shows up to set up the nets. KCUSD provides the City with access to the courts but the City is responsible for providing the nets and the pickleballs for the public to use. Depending on how many people are at pickleball dictates the number of nets that staff set up. Staff leaves one net open for people to warm up and for the beginners to learn the basics of pickleball.

From July 2024 – February 2025, the courts have opened 81 times with a total of 810 participants. This count includes returners and new people who have never played before. In July there was a big family who came out while visiting from out of town for a wedding and enjoyed playing pickleball on a Saturday. Since pickleball was moved from the Community Center to Reedley High School, staff has seen more people come to play from all different ages. Saturdays are the busier day and when a lot of community members come out. Summer and Fall are busier seasons since the weather is nicer.

Staff has received a lot of feedback from the community regarding how much it's appreciated to have somewhere in town to play pickleball. Before this was available, people traveled to neighboring cities in order to play such as Dinuba and Kingsburg.

The most challenging part is the weather during the colder months. When it's too cold outside there aren't many participants and when the courts are too wet, we have to cancel for safety reasons. Another challenge is there are 8 courts at Reedley High School but only 4 of the courts can be used due to there is no barrier between the courts. Without a barrier the balls roll into the other court during play. To address this issue, staff has created a fence with a delineator and an orange mesh net in the middle to stop the balls from rolling into the other courts. This is a temporary fix for the courts until the new courts within a public space are built.

The third phase to approaching a public option of pickleball in Reedley is for the City to construct pickleball courts within a public park. Once public courts become available, the City will no longer utilize the pickleball courts at Reedley High School for public open play.

The City is requesting Sierra Kings Health Care District to continue allocating funds to pay for the City employee who monitors and opens and closes the pickleball and tennis courts for the time period of July 1, 2025 – June 30, 2026 in the amount of \$8,051. This request includes the purchase of a pickleball net as the City is responsible for providing the nets and equipment during public time. This partnership has worked out nicely and one the City would like to see continue.



Attachment B MEASURABLE OUTCOMES PLAN

Program Name: Pickleball for the Public
 District Priority: Obesity
 District Goal: Open courts at a public park for the community

DISTRICT OBJECTIVE	TIME FRAME	PROGRAM ACTIVITIES	EVALUATION OUTCOMES	FREQUENCY OF DATA SUBMISSION	INDICATOR DESCRIPTION	SAMPLING STRATEGY
- Provide exercise opportunities through pickleball - Courts every Wednesday and Saturday for the whole FY 2025-26	July 2025 to June 2026	<u>Strategy #1</u> - Get more of the community involved	<u>Expected Outcome</u> (SO WHAT!)	- Quarterly	- # of days open - # of participants	
		<u>Method</u> - Advertise on social media and send it out on Mailchimp	<u>Evidence of Outcomes</u> - Participation			
			<u>Evaluation Tools:</u> Grantees will receive support from District Staff to determine specific evaluation tools. However, if the grantee currently uses an evaluation tool to determine measurable outcomes, please include.			
		<u>Strategy #2</u> - Provide a place to play pickleball	<u>Expected Outcome</u> -	- Quarterly	- # of days open - # of participants	



ATTACHMENT B - BUDGET FORM
PERIOD: July 1, 2025 thru June 30, 2026

APPLICANT/AGENCY NAME: City of Reedley
PROJECT TITLE: Pickleball Play for the Public

CATEGORIES		COLUMN A SKHCD FUNDS	COLUMN B OTHER FUNDS	COLUMN C TOTAL BUDGET
I. PERSONNEL				
LIST OF STAFF		FTE		
1	Part Time City of Reedley Employee	6,864		6,864
2				-
3				-
4				-
5				-
TOTAL SALARY/WAGES		6,864	-	6,864
BENEFITS (____%)		687		687
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ 7,551
II. OPERATING				
General Operating		500		500
Communications				-
Printing				-
Travel/Training				-
Subcontractor/Consultants				-
1				-
2				-
3				-
Other				-
1				-
2				-
3				-
OPERATING SUBTOTAL		\$ 500	\$ -	\$ 500
III.	TOTAL PERSONNEL AND OPERATING	\$ 8,051	\$ -	\$ 8,051
IV.	Indirect/Admin. (____%)			-
V.	Equipment			-
VI	TOTAL FUNDS REQUESTED	\$ 8,051	\$ -	\$ 8,051
If you are utilizing Subcontractor/Consultant(s), check this box and complete a separate Budget Form for each Subcontract/Consultant(s). Also, complete a Budget Justification using the guidelines found in the instructions.				
Other Funding Source(s):				
1		\$		
2		\$		
3		\$		
4		\$		
Total Other Funding Source(s)		\$ -		
NOTE: Total Other Funding Source(s) should match the total of Column B above.				



**General Grant Contract
Contract Number 2025-08**

This **AGREEMENT** is dated this __1st__ day of __July__ 2025, by and between the **SIERRA KINGS HEALTH CARE DISTRICT** (the "DISTRICT"), and City of Reedley (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. The California Legislature passed the "Local Health Care District Law" in 1945 (codified Health and Safety Code § 32000, et al.) and the District Reorganization Act of 1965 (Public Resources Code § 56000, et al.). Sierra Kings Health Care District was duly established under these laws in 1962.

B. The DISTRICT is a "Nonprovider Health Care District," as described under Chapter 8 of the Local Health Care District Law (Health and Safety Code Sections 32495 et seq.), with the authority to create grants to organizations that promote health and wellness.

C. The DISTRICT has adopted a Strategic Plan to direct local investments that promote health and wellness and released a Request for Proposal (RFP)/Request pursuant to the strategic plan on February 5, 2025.

D. The CONTRACTOR submitted a proposal or application in response to an RFP to deploy services which the DISTRICT has determined furthers the DISTRICT's Strategic Plan.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein and the above recitals, which are hereby incorporated into this Agreement, it is mutually agreed to by the parties:

1. TERM

The first term of this Agreement shall be for a period commencing on July 1, 2025, and ending on July 31, 2026. Programming services and project expenses under Paragraphs 2 and 3 shall be completed by June 30, 2026.

2. SCOPE OF WORK

CONTRACTOR must provide the services to the satisfaction of the DISTRICT as set forth in the Measurable Outcomes Plan (Attachment A incorporated herein).

3. **COMPENSATION – GRANT AWARD**

DISTRICT shall reimburse CONTRACTOR with grant monies for project expenses in the amount as stated in Budget and Budget Justification (**Attachment B** incorporated herein). The maximum amount reimbursable under this Agreement shall not exceed **eight thousand fifty-one dollars (\$8,051)** unless otherwise requested and approved, as outlined in Paragraph 34 (Termination and Modification).

4. **INVOICES AND BIENNIAL REPORTS**

CONTRACTOR is required to submit Biannual Reports that include an Invoice and a List of Expenditures (**Attachment C** incorporated herein), a Measurable Outcomes Report (**Attachment D** herein) and any other datasets as per the Measurable Outcomes Plan in accordance with the following schedule.

<u>PERIOD</u>		<u>DUE DATE</u>
1 st Period	July 1, 2025 – December 31, 2025	January 20, 2026
2 nd Period	January 1, 2026 - June 30, 2026	July 20, 2026

CONTRACTOR shall submit Biannual Reports to the DISTRICT by noon on the due dates set forth above. CONTRACTOR shall submit Biannual Reports electronically to the contact person set forth herein. In the event the defined date is on a weekend or holiday, CONTRACTOR shall submit required documents on the next business day.

5. **PAYMENT**

CONTRACTOR will be reimbursed up to the stipulated payment, as per Paragraph 3, upon submittal of an Invoice and List of Expenditures as per Paragraph 4. Upon timely receipt of Biannual Reports, the DISTRICT shall reimburse CONTRACTOR no later than sixty (60) days following the accurate and complete submittal reflecting the prior period's work. DISTRICT reserves the right to withhold payment if it is suspected or observed that CONTRACTOR is not in compliance with service, reporting, or performance obligations pursuant to this Agreement. The DISTRICT will not reimburse any late fees or penalties incurred as a result of the CONTRACTOR's failure to pay expenses timely or sanctions due to compliance matters.

In the event this Agreement is terminated pursuant to Paragraph 34, payment will be determined and made as per Paragraph 34.

6. **SITE VISIT**

Scheduled Site Visits: DISTRICT and CONTRACTOR will schedule Biannual Site Visits to review Biannual Reports and will reveal all challenges and/or successes. Both parties shall sign acknowledging completion of site visits.

Unscheduled Site Visits: DISTRICT shall have the right, with or without notice, to conduct site visits at any time during CONTRACTOR's regular business hours at the location(s) where CONTRACTOR is providing program services under this Agreement. DISTRICT may, at its discretion, provide to CONTRACTOR a report indicating those areas in which CONTRACTOR must improve its performance, as well as areas of positive performance.

7. SUPPLANTATION OF FUNDS

No monies granted by the DISTRICT may be used to supplant federal, state, county, or other monies available to the CONTRACTOR for any purpose.

8. NON-APPROPRIATION OF FUNDS

DISTRICT reasonably believes that such tax revenue will be available to fully fund this Agreement for its term. In the event, however, no funds or insufficient funds are available for payments of the compensation described in Paragraph 3, the DISTRICT will immediately notify CONTRACTOR of such occurrences and this Agreement may be terminated by the DISTRICT, at its sole discretion, upon twenty (20) working days' notice. After this Agreement is terminated under these provisions, the DISTRICT shall have no obligation to make further payments, other than as stated in Paragraph 5 above.

9. EVALUATION

CONTRACTOR will work with DISTRICT staff to develop and implement an evaluation process (as per the Measurable Outcomes Plan) that determines performance measures, data collection, and regular data reporting guidelines. Further, CONTRACTOR understands that the evaluation process may be revised by the DISTRICT for refinement. In the event of a need for refinement, CONTRACTOR will be notified in writing and give no more than thirty (30) days total to work with DISTRICT staff and make modifications.

10. ATTRIBUTION – INTELLECTUAL PROPERTY

DISTRICT grants limited, non-exclusive, non-sub-licensable, worldwide license to use the DISTRICT's trademarks, trade names, copyrights, logos, and trade dress (collectively, "Trademarks") only as necessary to fulfill the CONTRACTOR's obligations under this Agreement. Except as expressly granted in this Agreement, no other rights or licenses or uses whatsoever in or to DISTRICT's Trademarks are granted to CONTRACTOR.

CONTRACTOR will ensure all applications, publications, media activities, posters, conferences, brochures, etc., used in the Project will include a statement that the Project is funded by the DISTRICT with the official DISTRICT logo.

In instances of mass production and/or commercial advertisements, CONTRACTOR will allow DISTRICT to preview materials.

DISTRICT may terminate the CONTRACTOR's License to use its Trademarks if it determines that CONTRACTOR's use of such Trademarks tarnishes, blurs, or dilutes the quality or good will associated with such Trademarks and such problem is not cured within ten (10) days of notice thereof.

11. CONFIDENTIALITY

Information obtained in performance of this Agreement may be confidential or sensitive. Confidential information is information which might identify a specific individual. Sensitive information may be financial or operational that requires the maintenance of the integrity and assurance of its accuracy and completeness. Confidential and sensitive information are not open to the public and may require special precautions and DISTRICT initiated training to protect it from unauthorized use, disclosure, modification, and destruction.

CONTRACTOR shall comply with all Federal, State, and County laws related to the confidentiality of information. CONTRACTOR shall not publish, disclose, use, or permit or cause to be published, disclosed, or used confidential information pertaining to an individual or recipient of services without the express written consent of the impacted individual and/or DISTRICT. Further, CONTRACTOR shall ensure that all employees with access to confidential information shall be provided adequate confidentiality training. The provisions set forth herein shall survive any termination or expiration of this Agreement.

12. DISCRIMINATION

CONTRACTOR will serve its target population in an environment that is free of discrimination and sensitive to differences of people working towards the common goal of improving health and wellness, including sensitivity to differences of gender, race, ethnicity, culture, class, age, physical ability, sexual orientation or other life experiences. To that end, CONTRACTOR must comply with all applicable laws providing equal employment opportunities. CONTRACTOR must not discriminate against any person on the grounds of race, color, creed, gender, gender identity, religion, marital status, registered domestic partners status, age, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, pregnancy, citizenship status, military or veteran status, or any other characteristics, sexual orientation, pregnancy, citizenship status, military or veteran status, or any other characteristic made unlawful by federal, state, or local laws.

13. INDEMNITY/HOLD HARMLESS

DISTRICT will defend, indemnify, and hold harmless CONTRACTOR, its agents, officers and employees, against all suits and claims, liabilities, and losses arising (including attorneys' fees)

from any omission, negligent act, or willful misconduct of DISTRICT and its officers, agents, or employees in the performance of this Agreement.

CONTRACTOR will defend, indemnify, and hold harmless the DISTRICT, its officers, directors, agents and employees, against all suits and claims, liabilities, and losses arising (including attorneys' fees) from any omission, negligent act, or willful misconduct of CONTRACTOR and its officers, agents, or employees in the performance of this Agreement.

14. INSURANCE

CONTRACTOR shall agree to maintain insurance in accordance with the provision of Attachment E herein.

15. GOVERNING LAW AND VENUE

This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement any rights and duties hereunder shall be in Fresno County, California.

16. AGENCY RELATIONSHIP

This Agreement is not intended to, and shall not be used to, create the relationship of principal-agent, master-servant, or employer-employee between the DISTRICT and CONTRACTOR or any of CONTRACTOR's subcontractors or employees, nor shall this Agreement create a partnership, joint venture, or association between the DISTRICT and CONTRACTOR.

CONTRACTOR shall perform all of the Project services as an independent contractor and not as an employee of the DISTRICT. CONTRACTOR understands and acknowledges that it, or any of its subcontractors or employees, shall not be entitled to any of the benefits of a DISTRICT employee including, but not limited to, vacations sick leave, administrative leave, health insurance, disability insurance, retirement, unemployment insurance and workers' compensation.

17. STANDARD OF PERFORMANCE

CONTRACTOR represents that it has the skills, expertise, and licenses/permits necessary to perform the services under this Project. Accordingly, CONTRACTOR shall perform the Project in a manner and according to the standards observed by a competent practitioner of the same profession in which CONTRACTOR is engaged. All products of whatsoever nature which CONTRACTOR delivers to the DISTRICT pursuant to this Agreement shall be prepared in a first-class and workmanlike manner and shall conform to the standards of quality normally observed by a person practicing in CONTRACTOR's profession. CONTRACTOR shall correct or revise any errors or omissions, at the DISTRICT's request, without additional compensation. Permits and/or licenses shall be obtained and maintained by CONTRACTOR without additional compensation.

18. TAXES

DISTRICT shall not be responsible for paying any taxes on CONTRACTOR's behalf, and should the DISTRICT be required to do so by State, Federal, or Local taxing agencies, CONTRACTOR agrees to promptly reimburse the DISTRICT for the full value of such paid taxes plus interest and penalty, if any.

19. OWNERSHIP OF DOCUMENTS

DISTRICT shall be the owner of the following items incidental to this Agreement upon production, whether or not completed: the database and all data collected, all documents of any type whatsoever, and any material necessary for the practical use of the data and/or documents from the time of collection and/or production whether or not performance under this Agreement is completed or terminated prior to completion. CONTRACTOR shall not release any materials under this section except after prior written approval of the DISTRICT.

No materials produced in whole or in part under this Agreement shall be copyrighted in the United States or in any other country except as determined at the sole discretion of the DISTRICT. DISTRICT shall have the unrestricted authority to publish, disclose, distribute, and otherwise use in whole or in part, any reports, data, documents, or other materials prepared under this Agreement.

20. DATA SECURITY

All facilities and other resources used to store and/or process PII will employ reasonable and appropriate administrative, physical, and technical safeguards, to secure such data from unauthorized access, disclosure, alteration, and use. Such measures will be no less protective than those used to secure CONTRACTOR's own data of a similar type, and in no event less than reasonable in view of the type and nature of the data involved. CONTRACTOR shall uninstall any required software or network connections from their devices upon the completion of the work.

CONTRACTOR will ensure data is stored using industry-standard and up-to-date security tools and technologies such as anti-virus protections, advanced threat protection, and intrusion detection methods. CONTRACTOR will update its tools and technologies during the course of the Agreement as industry standards change and updated tools and technologies become available.

CONTRACTOR will ensure that its employees, subcontractors and agents who perform work under this Agreement receive appropriate instruction as to how to protect data consistent with the provisions of this Agreement. CONTRACTOR will perform background checks on all personnel who have potential to access Data. Background checks will be performed in accordance with the Fair Credit Reporting Act and will, at a minimum, include Social Security Number validation and trace or foreign equivalent, seven (7) year felony and misdemeanor criminal records of federal, state, or local courts, Office of Foreign Assets Control List (OFAC), Bureau of Industry and

Security List (BIS) and Office of Defense Trade Controls Debarred Persons List (DDTC).

21. SECURITY INCIDENT RESPONSE.

Upon becoming aware of any actual or reasonably suspected unauthorized access to or acquisition of computerized information that compromises the security, confidentiality, or integrity of the information, or the ability of DISTRICT to access the information ("Data Compromise"). Data Compromise also means a "Breach" as defined under relevant California or federal law for Protected Information. CONTRACTOR will: (1) promptly notify DISTRICT of any Data Compromise; (2) investigate the and provide COMMISSION with detailed information about the Data Compromise; (3) take reasonable steps to mitigate the effects and to minimize any damage resulting from the Data Compromise; (4) take prompt and appropriate corrective action aimed at preventing the reoccurrence of a similar Data Compromise in the future; and (5) hold DISTRICT harmless from any costs associated with a Data Compromise attributable to the actions or inactions of CONTRACTOR.

22. RECORDS, AUDIT, AND REVIEW

At the primary address for Project operation, CONTRACTOR shall keep and maintain all records pertaining to this Agreement for a period of no less than four (4) years following the termination of this Agreement. All accounting records shall be kept in accordance with generally accepted accounting practices. DISTRICT shall have the right to audit and review all such documents and records at any time during CONTRACTOR's regular business hours or upon reasonable notice.

23. SUBMISSIONAL OF FINANCIAL STATEMENTS

CONTRACTOR shall agree to submit an annual Agency audit, including management letter when applicable, in accordance with the provision of Grants Management Policy No. 5.14 (Attachment F) incorporated herein.

24. NON-EXCLUSIVE AGREEMENT

CONTRACTOR understands that this is not an exclusive Agreement and that the DISTRICT shall have the right to negotiate with, and enter into agreements with, others providing the same or similar services as those provided by CONTRACTOR as the DISTRICT desires.

DISTRICT understands that CONTRACTOR may be engaged in projects other than those funded through this Agreement.

25. ASSIGNMENT

CONTRACTOR shall not assign any of its rights nor transfer any of its obligations under this Agreement without the prior written consent of the DISTRICT. Any attempt to assign or transfer

without such consent shall be void and without legal effect and shall constitute grounds for immediate termination.

26. SUB-CONTRACTORS

CONTRACTOR shall supervise, monitor, and be responsible for all work performed by any and all subcontractors providing services for this Project as determined in this Agreement. CONTRACTOR shall not retain the services of a subcontractor to carry out the Project without DISTRICT's prior written approval.

27. MODIFICATION OF DISTRICT LAW

In the event laws governing work of the DISTRICT shall be modified during the period of this Agreement, the DISTRICT will give CONTRACTOR a minimum of thirty (30) days written notice in the event new requirements affect the existing Agreement and the parties will negotiate Agreement modifications. If the DISTRICT and CONTRACTOR are unable to agree to required changes, either party may terminate the Agreement with thirty (30) days written notice.

28. GRANTS MANAGEMENT POLICY

CONTRACTOR acknowledges it has read and understands the DISTRICT's grants management policies as stated in DISTRICT Policies and Procedures Handbook: Section V – Grants Management. Grant management policies no. 5.14, 5.15, and 5.17 are attached herein. A full listing of grants management policies can be found on the District's website at www.skhcd.org.

29. ALTERATION AND MODIFICATION OF AGREEMENT

No alterations or variation in the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement, not incorporated herein, shall be binding on any of the parties hereto. Any part of this Agreement may be modified or amended from time to time only by the written consent of the parties without, in any way, affecting the remainder of the Agreement.

30. SEVERABILITY

Unless material to this Agreement, any provisions, clause, or part herein found to be illegal or unenforceable shall not affect the legality of any other provisions, clause, or part, nor the Agreement itself.

31. PARAGRAPH HEADINGS

Both parties agree that paragraph headings are provided for organizational purposes only and not in any manner affect the scope, meaning, or intent of the provisions of the Agreement.

32. TOTALITY OF AGREEMENT

This Agreement, along with all Attachments, contain all of the terms and considerations agreed upon by the parties hereto. No other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either of the parties hereto

33. NOTICES

Any notices provided by either party to the other shall be deemed to have been fully given when made in writing and personally delivered, deposited at the United States Postal Services, or sent via email and addressed as follows:

TO: Sierra Kings Health Care District
1120 I Street
Reedley, CA 93654
ATTN: Chinayera Black Hardaman, MPA, CEO
cblack@skhcd.org

TO: **City of Reedley**
100 N East Ave
Reedley, CA 93654
ATTN: **Nicole Zieba, City Manager**

34. TERMINATION AND MODIFICATION

- a. Except as otherwise provided herein, the DISTRICT may, by written notice to CONTRACTOR, terminate this Agreement in whole or in part at any time, for cause. Upon receipt of notice, CONTRACTOR shall immediately discontinue Project services effected under this Agreement (unless the notice direct otherwise), and within thirty (30) working days, deliver to the DISTRICT all data, estimates, graphs, summaries, reports, and all other records, documents or paper as may have been accumulated or produced by CONTRACTOR.
- i. For Cause. DISTRICT may terminate this Agreement immediately upon the happening of any of the following:
 - Violation of any material provision of the Agreement;
 - Institution of proceedings by or against CONTRACTOR under the bankruptcy laws of the United States;
 - Discovery of the DISTRICT that the Agreement was obtained through fraud;
 - Suspension of business operations, failure or receivership of CONTRACTOR;
 - Any assignment of the Agreement with DISTRICT without prior approval;

- CONTRACTOR's failure to maintain any permits, licenses or personal qualifications, and/or qualified staff referred to in CONTRACTOR proposal and contract statement;
- CONTRACTOR failure to maintain the insurance coverage required by DISTRICT contract;
- CONTRACTOR failure to provide service or complete activities as specified in the proposal and/or the agreed upon Corrective Action Plan as addressed under Grants Management Policy No. 5.17 (attached hereto as **Attachment G**)
- Non-appropriation of funds as described in Paragraph 8 above; and/or,
- Inability of CONTRACTOR to adhere to State law modifications as described in Paragraph 27.

Notwithstanding any other payment provision of this Agreement, the DISTRICT shall pay CONTRACTOR for services performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made; or, as outlined within **Attachment G**. In no event shall CONTRACTOR be paid an amount in excess of the full price under this Agreement. CONTRACTOR shall furnish to the DISTRICT such financial information as, in the sole judgement and discretion of the DISTRICT, is necessary to determine the reasonable value of the services rendered by CONTRACTOR. The decision of the DISTRICT shall be final. The foregoing is cumulative and shall not affect any right or remedy, which the DISTRICT may have in law or equity.

- b. In the event the DISTRICT fails to pay CONTRACTOR all or any part of the payment set forth in **Attachment B**, CONTRACTOR may, at any time at CONTRACTOR'S option, terminate this Agreement if such failure is not remedied by the DISTRICT within thirty (30) days written notice to the DISTRICT of such late payment.
- c. Budget Modification. District will consider requests for budget modification through a Budget Modification Request as found in **Attachment H** incorporated herein as per Grants Management Policy No. 5-15 as found in **Attachment I** herein.

35. AMERICANS WITH DISABILITIES ACT

CONTRACTOR assures the DISTRICT that it complies with the Americans with Disabilities ACT (ADA) of 1990 which prohibits discrimination on the basis of disability as well as with all applicable regulations and guidelines issued pursuant to the ADA

36. AUTHORITY AND COPIES OF AGREEMENT

The undersigned certifies and warrants on his or her own behalf that as the signatory to this Agreement, he or she has the authority to execute this Agreement on behalf of their respective

entity. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. This Agreement is executed in counterparts, each of which shall be deemed a duplicate original.

IN WITNESS HEREOF, the parties have affixed their signatures hereto the day and year first above written.

DISTRICT

CONTRACTOR

REVIEWED AND RECOMMENDED
FOR APPROVAL:

By: Chinayera Black Hardaman
Chinayera Black Hardaman, MPA
Chief Executive Officer
Sierra Kings Health Care District

By: Nicole Zieba
Nicole Zieba
City Manager
City of Reedley

APPROVED AS TO LEGAL FORM FOR THE
SIERRA KINGS HEALTH CARE DISTRICT:

By: Regina A. Garza
Legal Counsel

Attachment A – Measurable Outcomes Plan
Attachment B – Budget and Justification
Attachment C – Invoice and List of Expenditures (GL)
Attachment D – Measurable Outcomes Report
Attachment E – Insurance
Attachment F – Grants Management Policy No. 5.14 – Annual Financial Audit
Attachment G – Grants Management Policy No. 5.17– Compliance
Attachment H – Budget Modification Request Form
Attachment I – Grants Management Policy No. 5.15 – Budget Modification Threshold
Attachment - City of Reedley Proposal



Attachment A MEASURABLE OUTCOMES PLAN

Program Name: Pickleball for the Public
District Priority: Obesity
District Goal: Open courts at a public park for the community

DISTRICT OBJECTIVE	TIME FRAME	PROGRAM ACTIVITIES	EVALUATION OUTCOMES	FREQUENCY OF DATA SUBMISSION	INDICATOR DESCRIPTION	SAMPLING STRATEGY
- Provide exercise opportunities through pickleball - Courts every Wednesday and Saturday for the whole FY 2025-26	July 2025 to June 2026	<u>Strategy #1</u> - Provide a place to play pickleball 104 times of the year.	<u>Expected Outcome</u> The public will increase physical activity by playing pickleball	- Biannual	- # of days open - # of participants	100%
		<u>Method</u> - Open and monitor the courts twice a week on Wednesday and Saturday mornings	<u>Evidence of Outcomes</u> 104 open pickleball courts			
			<u>Evaluation Tools:</u> Participation Employees will take attendance every time the courts are open to keep track of the number of participants			



ATTACHMENT B – BUDGET & JUSTIFICATION

BUDGET INSTRUCTIONS

DO NOT MODIFY THIS BUDGET TEMPLATE. THESE ARE THE ONLY ALLOWABLE LINE ITEMS

1. COLUMN A – SKHCD FUNDS

Insert budget totals for each line item in which you are requesting funding from SKHCD. Include the full-time equivalent (FTE) to be charged to SKHCD only. Also, include the appropriate percentages under Benefits and Admin/Indirect on the form.

2. COLUMN B - OTHER FUNDS

List ALL other sources of revenue that will be used to finance this project. It is important to demonstrate any/all leveraged funds to have a better understanding of the total cost of running this project.

3. COLUMN C - TOTAL BUDGET AMOUNT

This is the total budget allocated to each line item (Column A + Column B = Column C). This column will self-populate. Please assure accuracy before submitting the Budget Form.

4. PERSONNEL

This cost reflects staff providing a direct service. Identify each position/classification to be funded under the grant, the salary, full time equivalency (FTE), and contribution/responsibilities within the program. Example: three (3) part time home visitors (1.5 FTEs) with a salary of \$15,000 annually per person (1.5 FTEs * \$15,000 = \$22,500). Include a description of each position's role & responsibility in relation to this project.

5. BENEFITS

List benefits as a percentage of the total salary allocations. Example: (\$22,500 * 30% Benefits= \$6,750).

6. OPERATING EXPENSES

A. General Expenses: This includes the total of consumable items, i.e. office supplies, maintenance, postage, program materials, assessment tools, etc. Itemize each item and related costs in the Budget Justification.

B. Communications: The costs of telephone, fax, cellular telephone, pagers, etc. List SKHC's percentage of total costs and itemize in the Budget Justification.

C. Printing: The costs of duplication and reproduction of materials. List SKHCD's percentage of total costs and itemize in the Budget Justification.

D. Travel/Training: The cost of travel and or training and its benefit to the project. Your agency should be able to identify appropriate trainings and workshops for the year based on activities and goals listed on the Measurable Outcomes Report. Travel should be calculated at your current agency's rate * the estimated miles to be travelled * number of personnel. Trainings would follow the same format: registration costs * number of attendees * hotel costs. Example:

Correct – Mileage: To provide home visitation services, community outreach, and attend project-related meetings at approximately 500 miles per month (500 miles * 12 mos * .58 (current state rate) = \$3,480

Incorrect – Mileage: \$3,480

E. Subcontract/Consultant: List all consultants and related costs. Also, complete a separate Budget Form for each subcontractor/consultant which breaks down related costs i.e., rate per hour, per diem, travel expenses, etc. Identify the expertise contributed to the project.

F. Other Costs: Define the source(s) of all costs over and above operational expenses that are related to the project and services provided. Field trips, food costs, book purchases, technology purchases (if it doesn't fall under Equipment Purchase parameters) could be included here. The cost breakdown must follow the Travel/Training guidelines.

7. TOTAL PERSONNEL & OPERATING

Calculate total Personnel and Operating costs based upon figures outlined above.

8. INDIRECT/ADMINISTRATIVE COSTS

Indirect and administrative cost rates will be applied against salaries, benefits, and operating expenses, excluding any capital expenses. In no instance will the indirect cost rate charged be greater than 10% of eligible contract costs. In no instance will the administrative cost rate charged be greater than 5% of eligible grant amounts. Identify the percentage being used for both indirect and administrative costs.

9. EQUIPMENT COSTS

List any items to be purchased that have useful life of more than four years and an acquisition cost of \$1,000 or more per unit. Project funds may not be used to reimburse the contractor for equipment already purchased.

10. TOTAL FUNDS REQUESTED

Calculate Total Project Expenses across Column A, B, and C.

JUSTIFICATION/NARRATIVE INSTRUCTIONS

A separate narrative must be attached to the Budget Form. Please use a word document to outline the guidelines written above for



ATTACHMENT B - BUDGET FORM
PERIOD: July 1, 2025 thru June 30, 2026

APPLICANT/AGENCY NAME: City of Reedley
PROJECT TITLE: Pickleball Play for the Public

CATEGORIES		COLUMN A SKHCD FUNDS	COLUMN B OTHER FUNDS	COLUMN C TOTAL BUDGET
I. PERSONNEL				
LIST OF STAFF	FTE			
1 Part Time City of Reedley Employee		6,864		6,864
2				-
3				-
4				-
5				-
TOTAL SALARY/WAGES		6,864	-	6,864
BENEFITS (____%)		687		687
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ 7,551
II. OPERATING				
General Operating		500		500
Communications				-
Printing				-
Travel/Training				-
Subcontractor/Consultants				-
1				-
2				-
3				-
Other				-
1				-
2				-
3				-
OPERATING SUBTOTAL		\$ 500	\$ -	\$ 500
III. TOTAL PERSONNEL AND OPERATING		\$ 8,051	\$ -	\$ 8,051
IV. Indirect/Admin. (____%)				-
V. Equipment				-
VI. TOTAL FUNDS REQUESTED		\$ 8,051	\$ -	\$ 8,051
☐ If you are utilizing Subcontractor/Consultant(s), check this box and complete a separate Budget Form for each Subcontract/Consultant(s). Also, complete a Budget Justification using the guidelines found in the instructions.				
Other Funding Source(s):				
1		\$		
2		\$		
3		\$		
4		\$		
Total Other Funding Source(s)		\$ -		
NOTE: Total Other Funding Source(s) should match the total of Column B above.				

Personal

Employee Rate	# of Hours	# of Weeks	# of Emp.	Total Salary	10% Benefits	TOTAL
\$16.50	8	52	1	\$6,864.00	\$ 686.40	\$7,550.40

Operating

Description	Amount	Units	Total
Net	\$219.99		1 \$219.99
12 pack of balls	\$34.99		1 \$34.99
Paddles	\$79.99		2 \$159.98
Delineators	\$37.80		2 \$75.60
Total			\$490.56

Grant Total \$8,040.96



Instructions for Submitting Quarterly Invoices

This workbook contains a worksheet for each quarter of the contract period: July 1, 2022, through June 30, 2023. The invoice must be completed in its entirety with a data and signature of the authorized agent as indicated in your contract. Further, a General Ledger (itemized list of expenditures) and/or receipts must be attached for your invoice to be processed.

1. Enter the Agency Name.
2. Enter the Project Name.
3. Enter your District assigned contract number.
4. Enter the Contact Person.
5. Enter the Telephone Number.
6. Enter the Date Submitted.
7. In Column A, "Approved Budget", enter the approved budget as per your signed contract. If you have been granted a budget modification, the "Approved Budget" column should reflect the new budget for that quarter and all subsequent quarters.
8. In Column B, "Current Quarter Expenses", enter all eligible current quarter expenses as per your approved (or modified) contract budget.
9. Columns C, D, and E should automatically populate. Please confirm accuracy of the calculations as it is your responsibility to manage grant funds to ensure not to exceed budgeted amounts.
10. If the invoice is not filled out in its entirety (all relevant cells must be populated), your invoice will be returned. This may delay timely payment.
11. The invoice must be signed and dated by the agency's authorized agent as per the executed contract.

Invoices are due by noon on the 20th of the month following the end of the quarter. Refer to Paragraph 4 of the executed contract for more specific dates.

PLEASE NOTE:

- A. Payment processing shall only occur after all required quarterly reporting is submitted to the District. Late or incomplete quarterly reporting may delay payment.
- B. Adjustments to the approved budget will come into effect only AFTER the date of an approved Budget Modification Request Form.
- C. Once an invoice has been submitted, approved, and reimbursed by the Sierra Kings Health Care District, no additional claims for payment may be requested for that quarter.

Quarterly Invoices shall be mailed or delivered to:

Sierra Kings Health Care District
1011 G. Street
Reedley, CA 93654
ATTN: Merari Gutierrez



FIRST QUARTER INVOICE

APPLICANT/AGENCY NAME: City of Reedley CONTACT: Taylor Cardenas, Recreation
 PROJECT TITLE: Pickleball Play for the Public TELEPHONE: (559) 637-4203
 DISTRICT CONTRACT NO: 2025-08 DATE SUBMITTED: _____

CATEGORIES		COLUMN A SKHCD Approved Budget	COLUMN B Current Quarter Expenses	COLUMN C Year-to-Date Expenses	COLUMN D Budget Balance	COLUMN E % Expended
I. PERSONNEL						
LIST OF STAFF		FTE				
1	Part Time City of Reedley Employee	6,864		-	6,864	0%
2				-	-	0%
3				-	-	0%
4				-	-	0%
5				-	-	0%
TOTAL SALARY/WAGES		6,864	-	-	6,864	0%
BENEFITS (30%)		687	-	-	687	0%
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ -	\$ 7,551	0%
II. OPERATING						
General Operating		500		-	500	0%
Communications				-	-	0%
Printing				-	-	0%
Travel/Training				-	-	0%
Subcontractor/Consultants				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
Other				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
OPERATING SUBTOTAL		\$ 500	\$ -	\$ -	\$ 500	0%
III. TOTAL PERSONNEL AND OPERATING		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
IV. Indirect/Admin. (10%)				-	-	0%
V. Equipment				-	-	0%
VI. TOTAL FUNDS REQUESTED		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
Print Name: _____ Title: _____ Date: _____ Authorized Signature: _____						
FOR SKHCD USE ONLY						
☐ Current Audit on File ☐ Current Insurance on File ☐ Current Reporting Documents on File ☐ Making Progress Towards Deliverables		☐ Approved ☐ Not Approved Authorized Signature: _____ Date: _____				



SECOND QUARTER INVOICE

APPLICANT/AGENCY NAME: City of Reedley CONTACT: Taylor Cardenas, Recreation
 PROJECT TITLE: Pickleball Play for the Public TELEPHONE: (559) 637-4203
 DISTRICT CONTRACT NO: 2025-08 DATE SUBMITTED: _____

CATEGORIES		COLUMN A SKHCD Approved Budget	COLUMN B Current Quarter Expenses	COLUMN C Year- to-Date Expenses	COLUMN D Budget Balance	COLUMN E % Expended
I. PERSONNEL						
LIST OF STAFF	FTE					
1 Part Time City of Reedley Employee		6,864		-	6,864	0%
2				-	-	0%
3				-	-	0%
4				-	-	0%
5				-	-	0%
TOTAL SALARY/WAGES		6,864	-	-	6,864	0%
BENEFITS (30%)		687	-	-	687	0%
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ -	\$ 7,551	0%
II. OPERATING						
General Operating		500		-	500	0%
Communications				-	-	0%
Printing				-	-	0%
Travel/Training				-	-	0%
Subcontractor/Consultants				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
Other						
1				-	-	0%
2				-	-	0%
3				-	-	0%
OPERATING SUBTOTAL		\$ 500	\$ -	\$ -	\$ 500	0%
III. TOTAL PERSONNEL AND OPERATING		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
IV. Indirect/Admin. (10%)				-	-	0%
V. Equipment				-	-	0%
VI. TOTAL FUNDS REQUESTED		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
Print Name: _____ Title: _____ Date: _____ Authorized Signature: _____						
FOR SKHCD USE ONLY						
☐ Current Audit on File ☐ Current Insurance on File ☐ Current Reporting Documents on File ☐ Making Progress Towards Deliverables		☐ Approved ☐ Not Approved Authorized Signature: _____ Date: _____				



THIRD QUARTER INVOICE

APPLICANT/AGENCY NAME: City of Reedley CONTACT: Taylor Cardenas, Recreation
 PROJECT TITLE: Pickleball Play for the Public TELEPHONE: (559) 637-4203
 DISTRICT CONTRACT NO: 2025-08 DATE SUBMITTED: _____

CATEGORIES		COLUMN A SKHCD Approved Budget	COLUMN B Current Quarter Expenses	COLUMN C Year- to-Date Expenses	COLUMN D Budget Balance	COLUMN E % Expended
I. PERSONNEL						
LIST OF STAFF	FTE					
1 Part Time City of Reedley Employee		6,864		-	6,864	0%
2				-	-	0%
3				-	-	0%
4				-	-	0%
5				-	-	0%
TOTAL SALARY/WAGES		6,864	-	-	6,864	0%
BENEFITS (30%)		687	-	-	687	0%
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ -	\$ 7,551	0%
II. OPERATING						
General Operating		500		-	500	0%
Communications				-	-	0%
Printing				-	-	0%
Travel/Training				-	-	0%
Subcontractor/Consultants				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
Other				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
OPERATING SUBTOTAL		\$ 500	\$ -	\$ -	\$ 500	0%
III. TOTAL PERSONNEL AND OPERATING		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
IV. Indirect/Admin. (10%)				-	-	0%
V. Equipment				-	-	0%
VI. TOTAL FUNDS REQUESTED		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
Print Name: _____ Title: _____ Authorized Signature: _____ Date: _____						
FOR SKHCD USE ONLY						
☐ Current Audit on File ☐ Current Insurance on File ☐ Current Reporting Documents on File ☐ Making Progress Towards Deliverables		☐ Approved ☐ Not Approved Authorized Signature: _____ Date: _____				



FOURTH QUARTER INVOICE

APPLICANT/AGENCY NAME: City of Reedley CONTACT: Taylor Cardenas, Recreation
 PROJECT TITLE: Pickleball Play for the Public TELEPHONE: (559) 637-4203
 DISTRICT CONTRACT NO: 2025-08 DATE SUBMITTED: _____

CATEGORIES		COLUMN A SKHCD Approved Budget	COLUMN B Current Quarter Expenses	COLUMN C Year- to-Date Expenses	COLUMN D Budget Balance	COLUMN E % Expended
I. PERSONNEL						
LIST OF STAFF		FTE				
1	Part Time City of Reedley Employee	0.4	6,864	-	6,864	0%
2				-	-	0%
3				-	-	0%
4				-	-	0%
5				-	-	0%
TOTAL SALARY/WAGES			6,864	-	6,864	0%
BENEFITS (30%)			687	-	687	0%
PERSONNEL SUBTOTAL		\$ 7,551	\$ -	\$ -	\$ 7,551	0%
II. OPERATING						
General Operating		500		-	500	0%
Communications				-	-	0%
Printing				-	-	0%
Travel/Training				-	-	0%
Subcontractor/Consultants				-	-	0%
1				-	-	0%
2				-	-	0%
3				-	-	0%
Other						
1				-	-	0%
2				-	-	0%
3				-	-	0%
OPERATING SUBTOTAL		\$ 500	\$ -	\$ -	\$ 500	0%
III. TOTAL PERSONNEL AND OPERATING		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
IV. Indirect/Admin. (10%)				-	-	0%
V. Equipment				-	-	0%
VI. TOTAL FUNDS REQUESTED		\$ 8,051	\$ -	\$ -	\$ 8,051	0%
Print Name: _____ Title: _____ Authorized Signature: _____ Date: _____						
FOR SKHCD USE ONLY						
☐ Current Audit on File ☐ Current Insurance on File ☐ Current Reporting Documents on File ☐ Making Progress Towards Deliverables		☐ Approved ☐ Not Approved		Authorized Signature: _____ Date: _____		



MEASURABLE OUTCOMES REPORT

Program Name: City of Reedley Pickleball Courts for Public

Quarter: 1

Strategy #1: Open pickleball courts at KCUSD for public use			
	Method: Open and monitor pickleball courts at KCUSD 2 x per week for 1 year		
Unit Description: # of open courts	Total Target Units of Service: 104 Open Courts	Units Achieved this Quarter:	Units Achieved Year-to-Date:
Progress Notes			Date Entered
Quarter 1: Attach # of participant data.			
Quarter 2: Attach # of participant data.			
Quarter 3: Attach # of participant data.			
Quarter 4: Attach # of participant data.			

Attachment E – Insurance

STANDARD INSURANCE PROVISIONS

(For contracts NOT requiring professional liability insurance and NOT involving construction projects or property rental regarding grants under the Sierra Kings Health Care District)

All insurance coverage is to be placed with insurers which:

- A. Have a Best's rating of no less than AVII; and,
- B. Are admitted insurance companies in the State of California. All other insurers require the prior approval of the DISTRICT. Such insurance coverage shall be maintained during the term of this Agreement.

All insurance policies shall name DISTRICT as an additional insured. A copy of the endorsement evidencing that DISTRICT has been added as named additional insured on the policy, must be attached to/included in the certificate of insurance.

All insurance policies shall provide that no cancellation, major change in coverage, or expiration shall be effective or occur until at least thirty (30) days after receipt of such notice is received by DISTRICT.

Without limiting CONTRACTOR'S indemnification of DISTRICT, CONTRACTOR shall procure the following required insurance coverage at its sole cost and expense:

1. Worker's Compensation Insurance

CONTRACTOR is independent and not an employee of the DISTRICT. Statutory Workers' Compensation and Employers Liability Insurance shall cover all CONTRACTOR'S staff while performing any work incidental to the performance of this Agreement.

In the event CONTRACTOR is self-insured, it shall furnish a copy of Certificate of Consent to Self-Insure issued by the Department of Industrial Relations for the State of California.

This provision does not apply if CONTRACTOR has no employees as defined in Labor Code §3350 et seq. during the entire period of this Agreement and CONTRACTOR submits a written statement to the DISTRICT stating that fact.

2. General and Automobile Liability Insurance

The general liability insurance shall include personal injury liability coverage, coverage for all premises and operations of CONTRACTOR, and contractual liability coverage for this Agreement between DISTRICT and CONTRACTOR.

The automobile liability insurance shall cover all owned, non-owned and hired motor vehicles which are operated on behalf of CONTRACTOR pursuant to CONTRACT'S activities hereunder. DISTRICT, their officers, employees, and agents shall be named as Additional Insured on any policy.

The limit of liability of said policy or policies for general and automobile liability insurance shall not be less than One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage.

Personal injury liability coverage shall also be in the amount of not less than One Million Dollars (\$1,000,000) per occurrence and aggregate.

Said policy or policies shall include a 'severability of interest' or 'cross liability' clause, or equivalent wording. Said policy or policies shall contain a provision of the following form: "Such insurance as is afforded by this policy shall be primary and contributory to the full limits stated in the declarations, and if DISTRICT has other valid and collectible insurance for a loss covered by this policy, that other insurances shall be excess only."

CONTRACTOR shall submit certificate(s) of insurance and endorsements documenting the required insurance as specified above, prior to this Agreement becoming effective. Current certificate(s) of insurance shall be maintained at all times in the officer of the designated DISTRICT representative as a condition precedent to any payment by DISTRICT under this Agreement. The approval of insurance shall neither relieve nor decrease the liability of CONTRACTOR. Upon written request by DISTRICT, CONTRACTOR shall provide a certified copy of any insurance policy to DISTRICT within ten (10) working days.

Failure to comply with the insurance requirements, as specified above, shall place CONTRACTOR in default.

Attachment F – Grants
Management Policy No. 5.14 –
Annual Financial Audit

5.14 SIERRA KINGS HEALTH CARE DISTRICT
GRANTS MANAGEMENT
POLICIES AND PROCEDURES

YEAR-END FINANCIAL AUDIT:

Year-end financial audits afford an added layer of fiscal oversight for grant making for the Sierra Kings Health Care District (referred to as the District)

PURPOSE:

The purpose of the policy is to institute the expectation that District grantees (contracted programs) shall undergo an agency independent financial audit each year to demonstrate good stewardship of funding and offer an added layer of fiscal oversight.

POLICY:

It is the policy of the District that all grantees of funding in excess of Ten Thousand Dollars (\$10,000) shall submit an *organizational* financial audit, performed by and independent party, within one hundred twenty (120) days following the close of the fiscal year. The District may require a program-specific financial audit to be conducted within ninety (90) days for the following reasons:

1. In the event that an *organizational* audit reflects material weaknesses and/or unfavorable statements regarding internal controls; or,
2. Should materials concerns regarding fiscal responsibility arise during regular program monitoring procedures (i.e., site visits, invoice review, inconsistent expenditures, etc.), the District may require a *program specific* fiscal audit at the expense of the District.

The District hereby establishes that grantees (funded programs) at, or below, Ten Thousand Dollars (\$10,000) will be exempt from such year-end audit requirements. Instead, all audit-exempt programs will be required to submit to the District *all* documentation (i.e., invoices, receipts, payroll records, etc.) reflective of *all* expenditures associated with the contracted goods or services.

Recognizing that small and/or start-up community and faith-based organization may not conduct year-end audits. The District reserves the rights to assess these scenarios on a case-by-case basis. In the event the District approves these types of agencies for funding, a line-item will be built into their funding to afford an audit at the close of the contract.

Written: July 28, 2020	Revised:
Reviewed:	

**Attachment G – Grants
Management Policy No. 5.17 –
Non-Compliance**

5.17a SIERRA KINGS HEALTH CARE DISTRICT
GRANTS MANAGEMENT
POLICIES AND PROCEDURES

NON-COMPLIANCE:

To assure maximum efficiency in the use of District funds issued through grant making by the Sierra Kings Health Care District. (referred to as the District)

PURPOSE:

The purpose of this policy is to define the process to be used in the event of non-compliance.

POLICY

Non-Compliance: Programmatic

It is the policy of the District that all grantees enter into a performance-based contract prior to receipt of any funds. Subsequent reimbursements will be contingent upon satisfactory performance and contract compliance. In the event of programmatic non-compliance (program implementation), the District staff shall adhere to the following protocol:

1. Identify non-compliance or contract deficiency.
2. Present non-compliance or deficiency to grantee (contracted program)
3. In collaboration with grantee, develop a *Non-Compliance Action Plan* to be signed by both the District's Chief Executive Officer and an authorized agent of the grantee (contracted program).
4. The Program Manager (or designee) shall monitor progress made on the *Non-Compliance Action Plan*.
5. Failure to adhere to stipulations outlined in the *Non-Compliance Action Plan*, shall result in:
 - a. Follow-up correspondence from the District Program Manager reiterating expectations.
 - b. If non-compliance continues, the District's Chief Executive Officer may freeze all funds to the project and consult with the District to consider next steps, which might include project termination.

Non-Compliance: Reporting

It is the policy of the District that all grantees submit documentation (i.e., quarterly report, invoice, year-end audit, etc.) in a timely manner as stipulated in the performance-based contract. Subsequent reimbursements will be contingent upon satisfactory reporting and documentation. In the event of reporting non-compliance

(fiscal/administrative responsibilities), the District staff shall adhere to the following protocol:

1. Upon 7 days following the due date, the grantee shall be contacted by telephone and offered a reminder of the failure to submit required reporting and documentation.
2. In the event such documentation is not submitted upon fifteen (15) days following the due date, the contractor shall be notified in writing regarding the failure to submit required reporting and documentation. The grantee will be allowed fifteen (15) days from the date of the correspondence to submit all required reporting and documentation. Correspondence should clearly state that if required documentation is not received within the fifteen-day period, a freeze shall be applied to all grant funds.
3. In the event such reporting and documentation is not submitted by the grantee within the allowed time, the District's Program Manager shall attempt to make contact with the grantee, via telephone or in person, to seek clarification as to the delinquency. During this contact (conversation) the District's Program Manager shall make clear to the grantee that if this matter is not resolved within seven (7) business days, contract termination proceedings shall begin. This contact (conversation) shall be followed-up immediately with written correspondence reiterating the timeline and implications. Email correspondence the same day and indicate that the hard copy is to follow in US mail.
4. In the event required reporting and documentation is not received within the allowed time, the District's Chief Executive Officer shall begin grantee termination proceedings as follows:
 - a. Determine the total amount of funds issued to the grantee to date.
 - b. Determine the total amount due to the grantee as of the date of the contract freeze.
 - c. Issue documentation to legal counsel and the full Board noting the circumstances with a recommendation for contract termination. Note the total amount due to the grantee shall be included in the recommendation as a fiscal settlement. The Chief Executive Officer shall seek clearance from legal counsel prior to proceeding.

Written: January 26, 2021	Revised: 12/13/22
Reviewed:	



BUDGET MODIFICATION REQUEST FORM

INSTRUCTIONS

DO NOT MODIFY THIS BUDGET TEMPLATE. THESE ARE THE ONLY ALLOWABLE LINE ITEMS

1. COLUMN A – SKHCD FUNDS

Insert budget totals for each line item as per your approved budget. Include the full-time equivalent (FTE) to be charged to SKHCD only. Also, include the appropriate percentages under Benefits and Admin/Indirect on the form.

2. COLUMN B - OTHER FUNDS

List ALL proposed modification for each relevant line item. If you are requesting to increase to a line item simply insert the correct amount, i.e., **\$1,000**. If you are requesting to decrease to a line item, insert the correct amount as a negative number, i.e., **(\$1,000)**.

3. COLUMN C & D - TOTAL BUDGET AMOUNT

This is the total budget and percentage allocated to each line item. These columns will self-populate. Please assure accuracy before submitting the Budget Modification Request Form.

DEFINITIONS

4. PERSONNEL

This cost reflects staff providing a direct service. Identify each position/classification that is funded under the grant, the salary, full time equivalency (FTE), and contribution/responsibilities within the program. Example: three (3) part time home visitors (1.5 FTEs) with a salary of \$15,000 annually per person (1.5 FTEs * \$15,000 = \$22,500). Include a description of each position's role & responsibility in relation to this project.

5. BENEFITS

List benefits as a percentage of the total salary allocations. Example: (\$22,500 * 30% Benefits= \$6,750).

6. OPERATING EXPENSES

A. General Expenses: This includes the total of consumable items, i.e. office supplies, maintenance, postage, program materials, assessment tools, etc. Itemize each item and related costs in the Budget Justification.

B. Communications: The costs of telephone, fax, cellular telephone, pagers, etc. List SKHC's percentage of total costs and itemize in the Budget Justification.

C. Printing: The costs of duplication and reproduction of materials. List SKHCD's percentage of total costs and itemize in the Budget Justification.

D. Travel/Training: The cost of travel and or training and its benefit to the project. Your agency should be able to identify appropriate trainings and workshops for the year based on activities and goals listed on the Measurable Outcomes Report. Travel should be calculated at your current agency's rate * the estimated miles to be travelled * number of personnel. Trainings would follow the same format: registration costs * number of attendees * hotel costs. Example:

Correct – Mileage: To provide home visitation services, community outreach, and attend project-related meetings at approximately 500 miles per month (500 miles * 12 mos * .58 (current state rate) = \$3,480

Incorrect – Mileage: \$3,480

E. Subcontract/Consultant: List all consultants and related costs. Also, complete a separate Budget Form for each subcontractor/consultant which breaks down related costs i.e., rate per hour, per diem, travel expenses, etc. Identify the expertise contributed to the project.

F. Other Costs: Define the source(s) of all costs over and above operational expenses that are related to the project and services provided. Field trips, food costs, book purchases, technology purchases (if it doesn't fall under Equipment Purchase parameters) could be included here. The cost breakdown must follow the Travel/Training guidelines.

7. TOTAL PERSONNEL & OPERATING

Calculate total Personnel and Operating costs based upon figures outlined above.

8. INDIRECT/ADMINISTRATIVE COSTS

Indirect and administrative cost rates will be applied against salaries, benefits, and operating expenses, excluding any capital expenses. In no instance will the indirect cost rate charged be greater than 10% of eligible contract costs. In no instance will the administrative cost rate charged be greater than 5% of eligible grant amounts. Identify the percentage being used for both indirect and administrative costs.

9. EQUIPMENT COSTS

List any items to be purchased that have useful life of more than four years and an acquisition cost of \$1,000 or more per unit. Project funds may not be used to reimburse the contractor for equipment already purchased.

10. TOTAL FUNDS REQUESTED

Calculate Total Project Expenses across Column A, B, and C.



ATTACHMENT H - BUDGET MODIFICATION REQUEST FORM
PERIOD: July 1, 2025 thru June 30, 2026

APPLICANT/AGENCY NAME: City of Reedley
PROJECT TITLE: Pickleball Play for the Public

CATEGORIES		COLUMN A APPROVED SKHCD FUNDS	COLUMN B PROPOSED MODIFICATION	COLUMN C PERCENTAGE % CHANGE	COLUMN D TOTAL BUDGET
I. PERSONNEL					
LIST OF STAFF	FTE				
1 Part Time City of Reedley Employee	0.4			0%	-
2				0%	-
3				0%	-
4				0%	-
5				0%	-
TOTAL SALARY/WAGES		-	-	0%	-
BENEFITS (____%)				0%	-
PERSONNEL SUBTOTAL		\$ -	\$ -	0%	\$ -
II. OPERATING					
General Operating				0%	-
Communications				0%	-
Printing				0%	-
Travel/Training				0%	-
Subcontractor/Consultants				0%	-
1				0%	-
2				0%	-
3				0%	-
Other				0%	-
1				0%	-
2				0%	-
3				0%	-
OPERATING SUBTOTAL		\$ -	\$ -	0%	\$ -
III. TOTAL PERSONNEL AND OPERATING		\$ -	\$ -	0%	\$ -
IV.	Indirect/Admin. (____%)			0%	-
V.	Equipment			0%	-
VI. TOTAL FUNDS REQUESTED		\$ -	\$ -	0%	\$ -
☐ If you are utilizing Subcontractor/Consultant(s), check this box and complete a sperate Budget Form for each Subcontract/Consultant(s). Also, complete a Budget Justification using the guidelines found in the instructions.					
Other Funding Source(s):					
1		\$			
2		\$			
3		\$			
4		\$			
Total Other Funding Source(s)		\$	-		
NOTE: Total Other Funding Source(s) should match the total of Column B above.					

**Attachment I – Grants
Management Policy No. 5.15 –
Budget Modification Threshold**

5.15 SIERRA KINGS HEALTH CARE DISTRICT
GRANTS MANAGEMENT
POLICIES AND PROCEDURES

BUDGET MODIFICATION THRESHOLD:

Authorizing the establishment of modification thresholds for all grant contracts executed by the Sierra Kings Health Care District (referred to as the District)

PURPOSE:

The purpose of the policy is to institute a threshold for modifications. By establishing such a threshold, the process for non-material budget modifications will be streamlined under the authority of the Chief Executive Officer such that grantees may not experience pauses in program delivery.

POLICY:

It is the policy of the District that the Chief Executive Officer will have the discretion to consider and authorize requests for non-material grant budget modifications as follows:

1. Informal Requests
All transfers of a budget line item that is less than forty percent (40%), or Ten Thousand Dollars (\$10,000), of that line item.
2. Formal Requests
All transfers in excess of forty percent (40%), or Ten Thousand Dollars (\$10,000), will require formal action by the District during a public meeting.

PROCEDURES:

1. All grantees will provide a completed *Budget Modification Request Form* accompanied by a brief written justification to the Chief Executive Officer reflecting the requested transfer.
2. All informal requests for a budget modification meeting the threshold of less than forty percent (40%), or Ten Thousand Dollars (\$10,000), will be considered by the Chief Executive Officer. District staff will notify grantees of the decision in a timely manner.
3. All formal requests for a budget modifications in excess of the threshold criteria (greater than forty percent (40%) or Ten Thousand Dollars (\$10,000)) will be considered by the District during a regularly scheduled public meeting. Staff will notify grantees of the District's decision in a timely manner.

- 4. All budget modification requests should occur in advance of implementing expenditures outside of the approved budget as per the contract.
- 5. All requests for budget modifications must be submitted at least forty-five (45) days prior to the completion of the term of the contract.

Written: January 26, 2021	Revised:
Reviewed:	



City of Reedley

Community Services Department
100 N. East Avenue
Reedley, CA 93654
(559) 637-4203
FAX (559) 637-7253

Narrative

Pickleball is one of the fastest growing sports in the United States. Currently The City of Reedley does not have any public pickleball courts. This is something that people have been asking for so they don't have to travel to other cities. Pickleball started at the Reedley Community Center in August 2023, from there it has received more and more interest. Since the installation of pickleball courts at Reedley High School, the City of Reedley has utilized those courts to have open pickleball play for the public.

A highlight for this program is the City of Reedley has received great feedback from the community! The courts at Reedley High School are the only pickleball courts in Reedley. Without Sierra Kings Health Care District support it would be very difficult to keep the pickleball courts open for the public. Over the course of the year there has been more and more people who are now starting to learn how to play pickleball. This sport can be played by anyone of any age which is what makes it so engaging is that the whole family is able to play no matter the ages.

One thing that the City of Reedley had to overcome was figuring out a way to stop the balls from rolling into the other courts since the courts are back-to-back. What the City of Reedley did was use 2 delineators and an orange mesh net to create a wall so the balls won't roll to the other court.

Playing pickleball is a great way to exercise and to stay healthy, it improves cardiovascular fitness, enhances agility, balance, and coordination. It also has great mental health benefits; it reduces stress and anxiety through active play.



City of Reedley

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Narrative

Currently the City of Reedley (City) does not have any pickleball or tennis courts for public use. Knowing how popular pickleball is, the City started hosting pickleball at the Reedley Community Center. It was available to the public 1 day a week for 2 hours. This option for public pickleball at the Community Center started in August 2023 with the City taping lines to create one court using masking tape. The interest continued to grow so the City invested in another net and started providing two courts. Most of the participants were seniors since it was open on a Wednesdays during the middle of the day. Pickleball continued at the Community Center until January 2024. This was phase 1 of working to offer a public option for pickleball in Reedley.

The second phase of public pickleball was updating the joint use agreement with Kings Canyon Unified School District (KCUSD) to allow public use on a school campus. KCUSD installed eight pickleball courts and has tennis courts right next to them. The City and KCUSD have a long-standing relationship and joint use agreement in place. The agreement was updated in November 2023 to include use of the pickleball courts, since this was something new and not listed in the previous joint use agreement. Public pickleball started at Reedley High School in February 2024 and continues today

The City opens the courts two days a week on Wednesday's and Saturday's from 7:30am-10:30am / 8:30am- 11:30am (depending on the time of the year). On Wednesday only the pickleball courts are open to the public and on Saturday the tennis and pickleball courts are open to the public. KCUSD requires that a City staff must be present during public play.

City staff arrives 30 minutes before the public shows up to set up the nets. KCUSD provides the City with access to the courts but the City is responsible for providing the nets and the pickleballs for the public to use. Depending on how many people are at pickleball dictates the number of nets that staff set up. Staff leaves one net open for people to warm up and for the beginners to learn the basics of pickleball.

From July 2024 – February 2025, the courts have opened 81 times with a total of 810 participants. This count includes returners and new people who have never played before. In July there was a big family who came out while visiting from out of town for a wedding and enjoyed playing pickleball on a Saturday. Since pickleball was moved from the Community Center to Reedley High School, staff has seen more people come to play from all different ages. Saturdays are the busier day and when a lot of community members come out. Summer and Fall are busier seasons since the weather is nicer.

Staff has received a lot of feedback from the community regarding how much it's appreciated to have somewhere in town to play pickleball. Before this was available, people traveled to neighboring cities in order to play such as Dinuba and Kingsburg.

The most challenging part is the weather during the colder months. When it's too cold outside there aren't many participants and when the courts are too wet, we have to cancel for safety reasons. Another challenge is there are 8 courts at Reedley High School but only 4 of the courts can be used due to there is no barrier between the courts. Without a barrier the balls roll into the other court during play. To address this issue, staff has created a fence with a delineator and an orange mesh net in the middle to stop the balls from rolling into the other courts. This is a temporary fix for the courts until the new courts within a public space are built.

The third phase to approaching a public option of pickleball in Reedley is for the City to construct pickleball courts within a public park. Once public courts become available, the City will no longer utilize the pickleball courts at Reedley High School for public open play.

The City is requesting Sierra Kings Health Care District to continue allocating funds to pay for the City employee who monitors and opens and closes the pickleball and tennis courts for the time period of July 1, 2025 – June 30, 2026 in the amount of \$8,051. This request includes the purchase of a pickleball net as the City is responsible for providing the nets and equipment during public time. This partnership has worked out nicely and one the City would like to see continue.



ATTACHMENT D – STATEMENT OF NON-SUPPLANTATION

Project Name: Pickleball for the Public

I, Taylor Cardenas of City of Reedley, hereby
Name Name of Agency

state that the funds requested in this application do not supplant any existing revenue sources.

A handwritten signature in blue ink, appearing to read "Taylor Cardenas", is written over a horizontal line.

Signature

2/19/2025

Date

Taylor Cardenas

Print Name

Recreation Coordinator

Title



REEDLEY CITY COUNCIL

- ☒ Consent
- ☐ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 3

DATE: February 25, 2025

TITLE: APPROVE THE FOLLOWING ACTIONS ASSOCIATED WITH FUNDING PROVIDED BY SIERRA KINGS HEALTH CARE DISTRICT(SKHCD):

- A) APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN A SPECIAL INITIATIVE-GRANT AGREEMENT AND RELATED DOCUMENTS ACCEPTING FUNDING TO PROVIDE FREE SWIM LESSONS IN THE SUMMER OF 2025
- B) APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN A RENEWAL GRANT APPLICATION AND RELATED DOCUMENTS REQUESTING AND ACCEPTING FUNDING FOR COSTS ASSOCIATED WITH PUBLIC PICKLEBALL
- C) APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN A RENEWAL GRANT APPLICATION AND RELATED DOCUMENTS REQUESTING AND ACCEPTING FUNDING FOR FREE SWIM LESSONS IN THE SUMMER OF 2026

SUBMITTED: Sarah Reid
Community Services Director

APPROVED: Nicole R. Zieba
City Manager

RECOMMENDATION

Approve the following actions associated with the funding provided by Sierra Kings Health Care District (SKHCD): A) Approve and authorize the City Manager to sign a Special Initiative-Grant Agreement and related documents accepting funding to provide free swim lessons for qualifying families in the summer of 2025; B) Approve and authorize the City Manager to sign a Renewal Grant Application and related documents requesting and accepting funding for costs associated with public pickleball; C) Approve and authorize the City Manager to sign a Renewal Grant Application and related documents requesting and accepting funding for free swim lessons for qualifying families in the summer of 2026.

EXECUTIVE SUMMARY

Every summer the Community Services Department (CSD) offers a fee-based swim lesson program to the public. The fee to participate does create a challenge for low-income families. For the past four years the City of Reedley has received a Mini-Grant from Sierra Kings Health Care District (SKHCD) to offer one week of free swim lessons for qualifying families. In 2021 there were 128 participants, 2022 there were 141 participants, 2023 there were 142 participants and in 2024, 141 participants were served.

In the summer of 2024, the free swim lessons were offered the first week of July. Offering the free swim lessons at the beginning of the season as done in past summers, worked out better than hosting the free swim lessons mid-summer. The free swim lessons provide staff the ability to train new lifeguards and doesn't disrupt the flow of the fee-based swim lessons. Staff also recognized more consistent participation in June as opposed to July as many people missed their lessons last summer. After sharing this feedback with SKHCD, it was recommended for the City of Reedley to apply for the Special Initiative-Grant Agreement in the amount of \$5,000 because there is no grant cycle for applying like the Renewal Grant Application process. This grant will allow the City of Reedley to get back on track for keeping the free swim lessons in June since the funding can be spent this fiscal year. The free swim lessons will be offered June 16-20 with the federal holiday of June 19 off. There will be four days of 30-minute lessons serving 141 participants.

Staff is requesting authorization to apply for a Renewal-Grant Application to fund the free swim lessons in the summer of 2026. Applications are due March 11, 2025, and staff is requesting \$5,000 to offer free swim lessons to low-income residents. If awarded, the grant funding will support 141 youth over a four-day period, meeting 30 minutes per day during the beginning of the swim lesson season in June. Because this week has a federal holiday, June 19, the pool is closed and will not be available for swim lessons. The budget will include staff time, facility use fees and student recognition certificates.

Swimming has many positive results including supporting a healthy lifestyle, reducing stress and learning a lifesaving skill that youth will carry with them for a lifetime. During the swim instruction, staff will also provide water safety tips and literature based around exercising safe habits by the river.

Last year was the first time the City of Reedley received funding to host pickleball for the public on the courts located at Reedley High School. This is available twice a week on Wednesday and Saturday during the hours of 8:30am-11:30am. These hours are adjusted to earlier in the morning during the hot months of the year. Because of the Joint Use Agreement with Kings Canyon Unified School District, the City of Reedley is allowed to use the courts at no cost but must provide a City of Reedley employee to monitor the courts use. This has worked out very well and has provided a place to play pickleball within the City of Reedley since there are currently no courts in public spaces.

SKHCD is requesting the City of Reedley submit a Renewal-Grant Application to continue this funding for July 1, 2025-June 30, 2026. The CSD oversees this program within the departments Adult Sports and hires part time recreation staff to work on Wednesday and Saturday for four hours per day. Staff would like to continue this partnership with SKHCD and KCUSD until the

time there are public pickleball courts available.

FISCAL IMPACT

Offering the free swim lessons in June of 2025 was assumed in the City of Reedley 2024-25 Budget so no action is required if awarded this funding.

Staff will assume the expenditures and revenues associated with offering the free swim lessons from June 15-June 18, 2026 for the total of \$5,000 in the City of Reedley 2025-26 Proposed Budget.

Staff will assume the expenditures and revenues associated with the cost for personnel and minimum supplies to host pickleball on Wednesday and Saturday from July 1, 2025-June 30, 2026 for the total amount of \$8,051.00 in the City of Reedley 2025-26 Proposed Budget.

ATTACHMENTS

1. Example of SPECIAL INITIATIVE-GRANT AGREEMENT
2. RENEWAL-GRANT RFP NO. 2025-18 associated with Public Pickleball
3. RENEWAL-GRANT RFP NO. 2025-18 associated with Low-Income Swim Lessons