



Sandra Shewry
Acting Director

State of California—Health and Human
Services Agency
**California Department of
Public Health**



GAVIN NEWSOM
Governor

AFL 17-__

September 28, 2020

TO: All Californians

SUBJECT: Outdoor Playgrounds and other Outdoor Recreational Facilities

Summary

COVID-19 continues to pose a severe risk to communities and requires all people in California to follow necessary precautions and to adapt the way they live and function in light of this ongoing risk. This guidance provides direction on usage of outdoor playgrounds and outdoor recreational facilities (hereafter facilities), to support a safe environment for children and families. It applies to outdoor playgrounds located in parks, campgrounds, and other publicly accessible locations. This guidance does not apply to indoor playgrounds or family entertainment centers.

Outdoor Playground Definition:

- Fully outdoors
- Publicly accessible
- Free to enter and use
- Operated by a city, state, county, or federal government
- Designed primarily to serve nearby residents within a half a mile
- Can provide State-mandated outdoor space for preschools (which could be scheduled in advance to avoid overlapping use)
- Typically includes recreational equipment, like play structures, slides, swings, etc. intended to enrich children's physical health and development

Visitors to outdoor community playgrounds must comply with the following requirements:

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
4. Consider coming on different times or days to avoid wait times and potential crowded times.

5. No eating or drinking in playground, to ensure face masks are worn at all times.
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present.
8. Limit visit to 30 min per day when others are present

Note: Facility operators should download and print this flyer to post at all outdoor playgrounds.

All playground facilities operators should review and follow these recommendations:

1. An adult must actively supervise each child at all times to make sure that children two years of age or older keep their face covering over their nose and mouth and stay 6 feet away from adults and children outside their household.
 - a. Children who are supervised by the same adult must stay together in the same play area or play structure at all times, to allow active supervision.
 - b. If an infant or child requires attention (nursing, diapering) that precludes an adult from actively supervising other children using the playground, the adult should ask the other children to leave the play structure/area and stay by the adult's side until needed care is complete.
2. People standing outside the playground, including people waiting to enter the playground, should remain 6 feet away from areas of the playground used by children and adults.
3. Maintain six-foot distancing between children and adults from different households including children using or waiting to use play structures or play areas, and families waiting to enter the playground.
4. Increase cleaning of frequently touched surfaces, daily as practicable.
5. To the extent feasible, provide handwashing stations or sanitizer to facilitate hand hygiene, especially during times of heavy usage. Use a hand sanitizer containing (60% ethanol or 70% isopropanol). Never use hand sanitizers with methanol due to its high toxicity to both children and adults.
6. Post the maximum number of children allowed at the entrance of each playground.
 - a. Determine and post the maximum occupancy of each play structure, (e.g., climbing structures, slides, swings, spinning structures, and sand areas) with 6 foot vertical and horizontal distancing.
 - b. Determine and post the maximum occupancy for supervising adults to ensure that each adult can maintain six feet of distance from other adults and children.
 - c. Provide directions on how to wait in line when maximum playground occupancy has been reached.
7. Mark playgrounds to help children and adults maintain 6 foot distancing.

- a. Mark spaces for families to stand while waiting to enter the playground. The spaces should be far enough apart to allow 6 feet of distance between households.
- b. For play structures or play areas that can hold more than one child while allowing 6 foot distancing:
 - i. Post the maximum number of children allowed on each structure/in each area to allow 6 foot distancing vertically and horizontally.
 - ii. For play structures or areas that can hold more than 1 child, consider marking with tape or other visual indicators to help children assess whether they are 6 feet apart.
- c. Mark designated spaces 6 feet apart for children to stand while waiting to use a play structure/area.

Additional Considerations

If there is a pre-scheduled activity that will access the playground, the playground must be closed to the broader public during that time.

Child care programs, schools, out-of-school time programs and other programs for children and youth where children must remain in cohorts may not use playgrounds during times when they are open to the public. However, if the playground operator permits, the childcare, school or other program may reserve a time for the exclusive use of the playground by the program. While on the playground, cohorts should maintain separation and avoid mixing.

California Department of Public Health
PO Box, 997377, MS 0500, Sacramento, CA 95899-7377
Department Website (cdph.ca.gov)



Page Last Updated : September 29, 2020



BANK OF THE WEST
BNP PARIBAS

P.O. Box 2830, Omaha, NE 68103-2830

Account Statement

August 14, 2020 - September 13, 2020

Page 1 of 4

At your service



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1-800-488-2265



1-800-659-5495 TTY

>008624 4939168 0001 008230 10Z
 CALWA RECREATION & PARK DISTRICT
 4545 E CHURCH AVE
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CLASSIC BUSINESS CHECKING Revenue

CALWA RECREATION & PARK DISTRICT

ACCOUNT SUMMARY

Beginning Balance	\$91,596.45
5 Credits	4,541.36
0 Deposits	0.00
26 Withdrawals	-14,164.81
7 Checks	-4,956.68
Ending Balance	\$77,016.32

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$82,219.91

For your protection:

Examine this statement promptly. Any discrepancy must be reported within 30 days. Consumer customers: A discrepancy regarding an electronic payment or line of credit must be reported within 60 days.

In South Dakota, Bank of the West operates under the name of Bank of the West California.





4CLASSIC BUSINESS CHECKING Revenue (continued)

ACCOUNT DETAIL

Credits	Amount	Description
08/14	\$25.00	SERVICE CHG REBATE VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE
08/20	3,700.00	MOBILE DEPOSIT REMOTE DEP TO CHECKING ***-**6408
08/27	500.00	MOBILE DEPOSIT REMOTE DEP TO CHECKING ***-**6408
09/03	102.60	MOBILE DEPOSIT REMOTE DEP TO CHECKING ***-**6408
09/11	213.76	MOBILE DEPOSIT REMOTE DEP TO CHECKING ***-**6408
5 credits for a total of \$4,541.36		

Withdrawals

Date	Amount	Description
08/14	\$5,000.00	ONLINE TRANSFER TRANSFER TO CHECKING ***-**5854
08/14	25.00	MONTHLY SVC CHG PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE
08/14	134.19	ELECTRONIC DBT THE HOME DEPOT R ONLINE PMT 081420 CKF412279708POS CCD
08/14	181.47	ELECTRONIC DBT AT&T (PAC BELL) ONLINE PMT 081420 CKF412279708POS CCD
08/14	550.00	ELECTRONIC DBT JEFF PFEIFFER ONLINE PMT 081420 CKF412279708POS CCD
08/17	145.26	DEBIT CARD POS THE MOWERS EDGE FRESNO CA ON 200817 #3381
08/17	106.07	ELECTRONIC DBT VERIZON ONLINE PMT 081720 CKF412279708POS CCD
08/17	134.27	ELECTRONIC DBT JOHN DEERE CREDIT ONLINE PMT 081720 CKF412279708POS CCD
08/19	7.52	DEBIT CARD POS CITY OF FRESNO DEV SER JEFFERSONVILL IN ON 200819 #3381
08/19	327.00	DEBIT CARD POS CITY OF FRESNO DEVELOP FRESNO CA ON 200819 #3381
08/19	85.05	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
08/20	246.70	ELECTRONIC DBT MID VALLEY DISP ONLINE PMT 082020 CKF412279708POS CCD
08/20	267.96	ELECTRONIC DBT THE FRESNO BEE ONLINE PMT 082020 CKF412279708POS CCD
08/21	37.33	DEBIT CARD POS AT&T*BILL PAYMENT 8003310500 TX ON 200821 #3381
08/25	80.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
08/26	215.90	POS PURCHASE 220912 JENSON & PILEG FRESNO CA ##3381
08/27	14.99	DEBIT CARD POS ZOOM.US 8887999666 CA ON 200827 #3381
08/28	14.99	DEBIT CARD POS ADOBE *800-833-6687 ADOBE.LY/ENUS CA ON 200828 #3381
08/28	36.12	POS PURCHASE 000006 AMAZON.COM*MU3 SEATTLE WA ##3381
09/01	390.00	ELECTRONIC DBT MONTOY LAW CORPO ONLINE PMT 090120 CKF412279708POS CCD
09/02	21.50	POS PURCHASE 823026 T J FOOD LIQUO FRESNO CA ##3381
09/02	5,000.00	ONLINE TRANSFER TRANSFER TO CHECKING ***-**5854
09/04	56.17	DEBIT CARD POS THE MOWERS EDGE FRESNO CA ON 200904 #3381
09/08	86.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
09/08	976.27	ELECTRONIC DBT PACIFIC GAS & EL ONLINE PMT 090820 CKF412279708POS CCD
09/09	24.35	POS PURCHASE 191578 AUTOZONE 4001 FRESNO CA ##3381
26 withdrawals for a total of \$14,164.81		

Checks Paid

Number	Date paid	Amount	Number	Date paid	Amount	Number	Date paid	Amount
985023	09/10	162.53	985040*	09/10	75.00	985050*	08/24	52.38
985027*	08/17	82.97	985046*	08/25	4,279.20			
985034*	08/17	150.00	985047	08/24	154.60			
7 checks paid for a total of \$4,956.68								

* Break in check number sequence.





IMPORTANT INFORMATION

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS
(For accounts that are maintained primarily for personal, family or household purposes.)

Telephone us at (800) 488-2265, or write us at Bank of the West*, Branch Service Center, P.O. Box 2573, Omaha, NE 68103-2573 as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. We will need to know the following:

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days for transactions involving new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

*In South Dakota, Bank of the West operates under the name of Bank of the West California.





BANK OF THE WEST
BNP PARIBAS

Account Statement

August 14, 2020 - September 13, 2020

Page 4 of 4

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BANK OF THE WEST
BNP PARIBAS

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Account Statement

September 14, 2020 - October 13, 2020

Page 1 of 4

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>017386 5131792 0002 008230 20Z
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CLASSIC BUSINESS CHECKING Revenue

CALWA RECREATION & PARK DISTRICT

ACCOUNT SUMMARY

Beginning Balance	\$77,016.32
2 Credits	525.00
1 Deposits	20,000.00
39 Withdrawals	-14,405.11
8 Checks	-50,999.56
Ending Balance	\$32,136.65

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$53,755.18

For your protection:

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4CLASSIC BUSINESS CHECKING Revenue (continued)

ACCOUNT DETAIL

Credits	Amount	Description
09/14	\$25.00	SERVICE CHG REBATE VALUED CUSTOMER MONTHLY SERVICE CHARGE REBATE
09/25	500.00	MOBILE DEPOSIT REMOTE DEP TO CHECKING ***-**6408
2 credits for a total of \$525.00		

Deposits

Date	Amount
09/29	\$20,000.00
1 deposit for a total of \$20,000.00	

Withdrawals

Date	Amount	Description
09/14	\$25.00	MONTHLY SVC CHG PREVIOUS PERIOD ACTIVITY RESULTED IN MONTHLY SERVICE CHARGE
09/14	104.43	ELECTRONIC DBT VERIZON ONLINE PMT 091420 CKF412279708POS CCD
09/14	180.69	ELECTRONIC DBT AT&T (PAC BELL) ONLINE PMT 091420 CKF412279708POS CCD
09/14	550.00	ELECTRONIC DBT JEFF PFEIFFER ONLINE PMT 091420 CKF412279708POS CCD
09/15	55.01	POS PURCHASE 647501 THE HOME DEPOT #0 CLOVIS CA ##3381
09/15	9.82	POS PURCHASE 647601 THE HOME DEPOT #0 CLOVIS CA ##3381
09/16	52.24	ELECTRONIC DBT THE HOME DEPOT R ONLINE PMT 091620 CKF412279708POS CCD
09/17	39.40	POS PURCHASE 010671 OFFICE DEPOT 0 FRESNO CA ##3381
09/18	31.31	DEBIT CARD POS VISTAPR*VISTAPRINT.COM 866-8936743 MA ON 200918 #3381
09/18	87.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
09/18	134.27	ELECTRONIC DBT JOHN DEERE CREDIT ONLINE PMT 091820 CKF412279708POS CCD
09/18	246.70	ELECTRONIC DBT MID VALLEY DISP ONLINE PMT 091820 CKF412279708POS CCD
09/21	37.33	DEBIT CARD POS AT&T*BILL PAYMENT 8003310500 TX ON 200921 #3381
09/23	90.68	DEBIT CARD POS INTUIT *CHECKS / FORMS 800-446-8848 CA ON 200923 #3381
09/24	5,000.00	ONLINE TRANSFER TRANSFER TO CHECKING ***-**5854
09/28	60.00	DEBIT CARD POS ALERT MEDICAL TRAINING CLOVIS CA ON 200927 #3381
09/28	60.00	DEBIT CARD POS ALERT MEDICAL TRAINING CLOVIS CA ON 200927 #3381
09/28	14.99	DEBIT CARD POS ZOOM.US 8887999666 CA ON 200928 #3381
09/28	14.99	DEBIT CARD POS ADOBE *800-833-6687 ADOBE.LY/ENUS CA ON 200928 #3381
09/28	85.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
09/28	47.42	POS PURCHASE 063501 THE HOME DEPOT 10 FRESNO CA ##3381
09/28	5,000.00	ONLINE TRANSFER TRANSFER TO CHECKING ***-**5854
09/30	48.56	DEBIT CARD POS JENSON & PILEGARD #2 FRESNO CA ON 200930 #3381
09/30	180.00	ELECTRONIC DBT MONTOY LAW CORPO ONLINE PMT 093020 CKF412279708POS CCD
09/30	191.68	ELECTRONIC DBT UNIFIRST ONLINE PMT 093020 CKF412279708POS CCD
10/02	84.35	POS PURCHASE 044001 ARCO #42744 FRESNO CA ##3381
10/05	93.90	POS PURCHASE 378185 AMAZON.COM*MK2 SEATTLE WA ##3381
10/05	75.54	POS PURCHASE 205517 TARGET T- 900 Sha Clovis CA ##3381
10/07	79.32	ELECTRONIC DBT THE HOME DEPOT R ONLINE PMT 100720 CKF412279708POS CCD
10/07	104.43	ELECTRONIC DBT VERIZON ONLINE PMT 100720 CKF412279708POS CCD
10/07	180.69	ELECTRONIC DBT AT&T (PAC BELL) ONLINE PMT 100720 CKF412279708POS CCD
10/08	79.00	DEBIT CARD POS IN *LIVE SCAN FRESNO F FRESNO CA ON 201008 #3381
10/08	14.03	POS PURCHASE 000077 AMAZON.COM*MK3 SEATTLE WA ##3381
10/08	53.95	POS PURCHASE 000005 AMAZON.COM*MK0 SEATTLE WA ##3381
10/08	39.93	DEBIT CARD POS VERIZON*DIGITAL CHAT E 800-922-0204 FL ON 201008 #3381
10/09	17.90	POS PURCHASE 000038 FOODSCO F 4838 E. FRESNO CA ##3381





4CLASSIC BUSINESS CHECKING Revenue (continued)

ACCOUNT DETAIL

Withdrawals	Amount	Description
09/09	\$286.13	ELECTRONIC DBT ZOOM IMAGING SOL ONLINE PMT 100920 CKF412279708POS CCD
10/09	903.19	ELECTRONIC DBT PACIFIC GAS & EL ONLINE PMT 100920 CKF412279708POS CCD
10/13	45.53	DEBIT CARD POS THE MOWERS EDGE FRESNO CA ON 201012 #3381
39 withdrawals for a total of \$14,405.11		

Checks Paid

Number	Date paid	Amount	Number	Date paid	Amount	Number	Date paid	Amount
985024	10/01	162.53	985057	09/24	20,361.46	985065*	10/06	22,500.00
985048*	09/16	82.97	985059*	09/18	63.20	985066	09/28	135.56
985056*	09/24	2,660.00	985060	09/22	5,033.84			

8 checks paid for a total of \$50,999.56

* Break in check number sequence.





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BANK OF THE WEST
BNP PARIBAS

P.O. Box 2830, Omaha, NE 68103-2830

Account Statement

September 1, 2020 - September 30, 2020

Page 1 of 4

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>000419 5061066 0001 008230 20Z
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REGULAR BUSINESS CHECKING Payroll

CALWA RECREATION & PARK DISTRICT

ACCOUNT SUMMARY

Beginning Balance	\$4,546.25
3 Credits	15,000.00
1 Deposits	20,000.00
8 Withdrawals	-11,645.23
0 Checks	0.00
Ending Balance	\$27,901.02

EARNINGS SUMMARY

Interest this statement period	\$0.00
Interest credited year-to-date	\$0.00
Annual percentage yield earned	0.00%
Average monthly balance	\$7,793.25

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4REGULAR BUSINESS CHECKING Payroll (continued)

ACCOUNT DETAIL

Credits

<i>Date</i>	<i>Amount</i>	<i>Description</i>
09/02	\$5,000.00	ONLINE TRANSFER TRANSFER FROM CHECKING ***-**6408
09/24	5,000.00	ONLINE TRANSFER TRANSFER FROM CHECKING ***-**6408
09/28	5,000.00	ONLINE TRANSFER TRANSFER FROM CHECKING ***-**6408

3 credits for a total of \$15,000.00

Deposits

<i>Date</i>	<i>Amount</i>
09/29	\$20,000.00

1 deposit for a total of \$20,000.00

Withdrawals

<i>Date</i>	<i>Amount</i>	<i>Description</i>
09/01	\$525.61	ELECTRONIC DBT ADP Tax ADP Tax 090120 RRJIG 090118A01 CCD
09/01	2,145.80	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 090120 580040800817JIG CCD
09/11	69.14	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 091120 2RJIG 4839302 CCD
09/15	538.18	ELECTRONIC DBT ADP Tax ADP Tax 091520 RRJIG 091519A01 CCD
09/15	2,174.60	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 091520 645074456898JIG CCD
09/25	69.14	ELECTRONIC DBT ADP PAYROLL FEES ADP - FEES 092520 2RJIG 7730894 CCD
09/29	2,002.80	ELECTRONIC DBT ADP Tax ADP Tax 092920 RRJIG 092920A01 CCD
09/29	4,119.96	ELECTRONIC DBT ADP WAGE PAY WAGE PAY 092920 546078097714JIG CCD

8 withdrawals for a total of \$11,645.23





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BANK OF THE WEST
BNP PARIBAS

Account Statement

September 1, 2020 - September 30, 2020

Page 4 of 4

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Peoplesoft
MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 1
Run Date 10/02/2020
Run Time 10:22:20

Report ID: GLSF9109
Program: GLSF9109

Fiscal Year 2021
Through Period 3

Fund:	4660	Beginning Balance	Year-to-Date	Transaction	Current Balances
Calwa Park And Recreation Dist		Debit Accts	Debits	Credits	Debits Accts
Subclass: 10000		Credit Accts			Credit Accts
General Subclass					
0110 Cash In Treasury		320,752.85	0.00	33,566.43	287,186.42
0315 Interest Receivable		1,338.86	0.00	1,338.86	0.00
1435 Due To Other Governmental		0.00	0.00	0.00	0.00
1480 Fiduciary Closing		1,619,309.92	0.00	0.00	1,619,309.92
2230 Fund Balance - Unassigned		1,644,884.96	0.00	0.00	1,644,884.96
3008 Suppl-Prior Secured		-2,942,103.17	40,000.00	0.00	-2,982,103.17
3011 Suppl-Current Secured		0.00	0.00	172.86	172.86
3017 Property Taxes-Curr Unsec		0.00	0.00	1,605.21	1,605.21
3030 Penalties & Costs-Delinq T		0.00	0.00	3,245.76	3,245.76
3380 Interest		0.00	0.00	70.88	70.88
SUB CLASS TOTAL		322,091.71	40,000.00	40,000.00	287,186.42

End of Report

Report ID: GLSF9109
Program: GLSF9109

PeopleSoft
MONTHLY GENERAL LEDGER TRIAL BALANCE

Page No. 2
Run Date 10/02/2020
Run Time 10:22:20

Fiscal Year 2021
Through Period 3

Fund: 4660
Calwa Park And Recreation Dist
Subclass: 10000
General Subclass

Beginning Balance
Debit Accts Credit Accts

Year-to-Date Transaction
Debits Credits

Current Balances
Debits Accts Credit Accts

GRAND TOTALS 322,091.71 322,091.71 40,000.00 40,000.00 287,186.42 287,186.42

End of Report

Journal Date	Jrnl Src	Jrnl ID	Header Description	Line Ref	Debit Amount	Credit Amount
Fund: 4660 Calwa Park And Recreation Dist SUBCLASS: 10000 ACCOUNT: 0110						
Sub class: 10000 General Subclass						
Account: 0110						
Cash In Treasury						
			Beginning Balance	321,267.33		
			09/09/2020 AUD 0001931160 21-CURRENT UNSECURED PRIOR 02435-00		3,245.76	
			09/22/2020 ALO 0001932551 4th QTR-2nd INT DISTB		1,242.39	40,000.00
			09/28/2020 REC 0001933615 Op Fund Entry - Main			
			09/30/2020 AUD 0001933814 21 - CURRENT SECURED SUPPL CSS12		1,245.18	
			09/30/2020 AUD 0001933820 21 - CURRENT SECURED SUPPL CSS1		185.76	
			Account Total	5,919.09		40,000.00
			Ending Balance	287,186.42		
Account: 0315			Beginning Balance	1,242.39		1,242.39
			09/22/2020 ALO 0001932549 4th QTR-2nd INT DISTB ACCR		0.00	1,242.39
			Interest Receivable			
			Ending Balance	0.00		
Account: 2230			Beginning Balance	2,942,103.17		
			09/28/2020 REC 0001933615 Op Fund Entry - Main		40,000.00	0.00
			Fund Balance - Unassigned		40,000.00	
			Ending Balance	2,982,103.17		
Account: 3011			Beginning Balance	-174.27		1,245.18
			09/30/2020 AUD 0001933814 21 - CURRENT SECURED SUPPL CSS12			185.76
			09/30/2020 AUD 0001933820 21 - CURRENT SECURED SUPPL CSS1			1,430.94
			Suppl-Current Secured		0.00	
			Ending Balance	-1,605.21		
Account: 3017			Beginning Balance	0.00		3,245.76
			09/09/2020 AUD 0001931160 21-CURRENT UNSECURED PRIOR 02435-00			3,245.76
			Property Taxes-Curr Unsec Pr		0.00	
			Ending Balance	-3,245.76		
Account: 3380			Beginning Balance	0.00		1,242.39
			09/22/2020 ALO 0001932549 4th QTR-2nd INT DISTB ACCR		1,242.39	
			09/22/2020 ALO 0001932551 4th QTR-2nd INT DISTB			
			Interest			
			Ending Balance			1,242.39
				Subclass Total	47,161.48	47,161.48
				Fund Total	47,161.48	47,161.48



CALWA RECREATION & PARK DISTRICT MEETING AGENDA

www.calwarecreation.org

REGULAR BOARD MINUTES NOTICE AND AGENDA September 15, 2020

TIME – 5:30 P.M.

IMPORTANT NOTE:

- Residents may participate via Zoom by entering meeting code: 442 630 5086
- Comments will also be accepted by email at Info@calwarecreation.org

BOARD CHAIRPERSON

Raul Guerra, Chair

DISTRICT ADMINISTRATOR

vacant

BOARD VICE CHAIR

Mary L. Rosales Vice Chair

DISTRICT COUNSEL

Hilda Cantú Montoy

BOARD MEMBERS

Jose Luis Sanchez, Board Member

Gabriela Mares, Board Member

Esmeralda Zamora, Board Member

The Calwa Recreation and Park District Board of Directors welcomes you to its meetings and encourages you to participate. This agenda contains a brief general description of each item that will be considered by the Board. All participants who call in are asked to silence pagers, cell phones, and other devices that may disrupt the Board meeting. The Board may consider and act on an agenda item in any order it deems appropriate.

CALL TO ORDER AND ROLL CALL

Meeting was called to order at 5:36 p.m. by Chairperson Raul Guerra and roll call was as follows:

Board Chairperson Raul Guerra was present
Board Vice Chair Mary L. Rosales was present
Board Member Jose Luis Sanchez was present
Board Member Gabriela Mares was present
Board Member Esmeralda Zamora was present

A. INVOCATION AND FLAG SALUTE

Invocation and flag salute were led by Vice Chair Mary L. Rosales.

B. APPROVAL OF AGENDA

Agenda was approved, Motion was made by Board Member Jose Luis Sanchez, Seconded by Board Chairperson Raul Guerra. Roll call vote was as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes

5-0 approved and 0-opposed

C. PUBLIC COMMENTS

Members of the public wishing to address the District may do so when the item is called. In order to allow time for all comments, each individual is limited to three minutes, with a fifteen (15) minute maximum per group, per item, per meeting. When addressing the Board, you are requested to come forward to the speaker's microphone, state your name and address, and then proceed with your comments. All speakers are requested to wait until recognized by the Board Chair.

None

D. OLD BUSINESS

1. COVID-19 Update – Discussion and Direction by Board on any potential changes to Park operations **(Informational)**

No update, Board Member Jose Luis Sanchez did share that community is wondering if were open and when Calwa Park will reopen. Board Members discussed that at the time it is best that the park remain closed to the public due to Covid-19 but due to repairs that are being carried out due to the fire that occurred this past February in the outside bathrooms.

E. NEW BUSINESS

1. Bank Account information (all accounts) **(Informational)**
2. Approval of Board Meeting Minutes **(A)**
Minutes- August 18, 2020

Bank account updates were given, and meeting minutes were approved. Motion was made by Chairperson Raul Guerra, Seconded by Vice Chair Mary L. Rosales and roll call vote was as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes

5-0 approved and 0-opposed

3. Update on Swimming Pool Project **(Informational)**

Swimming pool project updates were read to board members. Board Members were updated on current invoice that needed to be paid out for swimming pool construction. Board Member instruction to Calwa staff was to schedule a meeting with Ari Hernandez regarding the swimming pool project to discuss current swimming pool budget and donations.

4. Update on Fire and Construction of bathrooms **(Informational)**

Fire and Construction of bathrooms were read to board members and there were no questions from the Calwa Board Members regarding the Fire and Construction item for Calwa staff.

F. Consideration and Approval of Agreement for Employment Of District Administrator with Adam Ramos(A)

Board Chairperson Raul Guerra read a Board Announcement - the proposed Agreement for Employment of District Administrator Adam Ramos and then it was opened to public comment. No public comment was made.

Motion was made by Board Vicechair Mary L. Rosales and Seconded by Board Chairperson Raul Guerra. Roll call was as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes

G. Authorize execution Deed easement of Barton Street to City of Fresno Resolution 2020-7 (A)

Authorization execution Deed easement of Barton Street to City of Fresno was approved so that the Deed of easement could be signed by Board Chairperson Raul Guerra. Motion was made by Board Chairperson Raul Guerra and Seconded by Board Member Esmeralda Zamora. Roll call votes were as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a yes

Board Member Esmeralda Zamora vote was a yes

5-0 approved and 0-opposed

H. Consider approval of Calwa Park to be used as Covid-19 testing site on September 18, 2020 by Center for Public Health Preparedness or on other dates (A)

Board Member Jose Luis Sanchez suggested that Board members allow there to be Covid-19 testing at Calwa Park and for it to be allowed used depending on a case by case decision. The use of Calwa Park was to be as is and would not be providing a generator or anything else for the use of Covid-19 testing.

Motion was made Board Member Jose Luis Sanchez and Seconded by Board Member Esmeralda Zamora. Roll call vote was as follows:

Board Chairperson Raul Guerra vote was a yes

Board Vice Chair Mary L. Rosales vote was a yes

Board Member Jose Luis Sanchez vote was a yes

Board Member Gabriela Mares vote was a No

Board Member Esmeralda Zamora vote was a yes

4-0 approved and 1-opposed

I. CLOSED SESSION

None

J. REPORT OF FINAL ACTIONS TAKEN IN CLOSED SESSION

K. ADJOURNMENT

Meeting was adjourned at 6:29 p.m.

Generally, agenda packets and other public documents are available for inspection by the public at the District Office located at 4545 E. Church Avenue, Fresno, CA. However, due to current COVID-19 emergency, the office is closed. You may request meeting agendas by email, you can ask to be added to the mailing list by calling (559) 264-6867 or send your request by email to info@calwarecreation.org. The agenda packet is posted at www.calwarecreation.org.

NEXT REGULAR MEETING:

October 20, 2020

Certification of Posting

State of California

County of Fresno

Calwa Recreation and Park District

I declare under penalty of perjury that I am employed by the Calwa Recreation and Park District and that I posted this Agenda on the bulletin board in the Calwa Recreation District Office, on the front door window of the District Office, and on the website at www.calwarecreation.org on September 11, 2020.

Signature



Calwa Recreation and Park District

***Renaissance Restroom Repair Budget**

***Swimming Pool Budget *Renaissance Gas Pipe Repair Budget**

As of OCT, 16 2020

Pool Completion Budget (Work Already Completed)

Vendor	Cost	Date	Invoice
City of Fresno Permit	334.52	8/17/20	126241759
C-III (Demo/Debris Removal)	48,000.00	12/25/19	390
C-III (Tree removal)	2,820.00	12/25/19	390
C-III (Permit Pool Demo)	709.00	12/25/20	392
C-III (Cut Grade/Dig New Depths)	22,500.00	09/10/20	400
Yellow Dog (Sign)	172.76		27486
Total Donations:	168,700.00	-	-
Total Expenses:	74,536.28	-	-
Remaining:	94,163.72	-	-

Pool Budget Remaining Expenses (Work to be completed)a

Remaining Estimated Expenses:	Estimated	Actual (TBD)
Pool		
Steel	11,000.00	
Gunite	30,978.00	
Tile	7,400.00	
Equipment Handicap Lift	7,200.00	
Pool Finish	24,750.00	
Concrete Deck	19,296.00	
Plumbing/Electrical	18,000.00	
Compaction Testing	3,500.00	
<i>Contingency 5% *</i>	<i>8,435.00 *</i>	
Total Remaining Expenses	122,124.00	
Differential (not including 5% contingency)	-27,961.00	

* 5% amount taken from total donations 5%(168,700): \$8,435.00

Fire Bathroom Repair Budget

Vendor	Cost	Date	Invoice
Renaissance	1,000	4-30-20	27-2284
"	1,000	Deductible SDRMA	-
"	20,361.46	-	27-3533
"	432.56	10/09/20	Grainger Supply
Total Claim Check Amt:	41,722.92	-	-
Total Expenses:	22,794.02	-	-
Total Remaining:	18,928.90	-	-

Gas Piping Repair Budget

Vendor	Cost	Date	Invoice #
Renaissance	500.00	07/15/20	27-2938
"	2,660.00	09/09/20	27-3534
Total Expenses:	3,160.00	-	-
Contracted Total:	5,820.00	Signed 07/15/2020	-
Remaining Balance:	2,660.00	-	-

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	YTD TOTAL	Total	Dollar	Percentage Left
Employee Cost																
Employee Salaries	\$ 17,647.00	\$ 15,547.00	\$ 16,547.00	\$ 22,878.00	\$ 15,547.00	\$ 15,547.00	\$ 15,547.00	\$ 15,547.00	\$ 15,547.00	\$ 22,879.00	\$ 16,547.00	\$ 19,102.00	\$ 208,882.00	\$ 208,882.00	100.00%	
Payroll Taxes	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 2,169.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 1,392.00	\$ 2,169.00	\$ 1,392.00	\$ 1,392.00	\$ 18,258.00	\$ 18,258.00	100.00%	
Payroll Fees	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 208.00	\$ 2,496.00	\$ 2,496.00	100.00%	
Director Salaries	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 7,500.00	\$ 7,500.00	100.00%	
Workers Compensation	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	100.00%	
HR Miscellaneous	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 144.00	\$ 1,728.00	\$ 1,728.00	100.00%	
Total	\$ 28,466.00	\$ 18,366.00	\$ 19,866.00	\$ 25,974.00	\$ 17,866.00	\$ 17,866.00	\$ 17,866.00	\$ 17,866.00	\$ 17,866.00	\$ 25,974.00	\$ 18,991.00	\$ 22,046.00	\$ 248,389.00	\$ 248,389.00	100.00%	
Expenses																
Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	100.00%	
Bank Fees	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 264.00	\$ 264.00	100.00%	
Cleaning Supplies	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 400.00	\$ 500.00	\$ 300.00	\$ 350.00	\$ 500.00	\$ 800.00	\$ 350.00	\$ 500.00	\$ 500.00	\$ 6,400.00	\$ 6,400.00	100.00%	
District Counsel	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	100.00%	
District Board Elections	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	100.00%	
Electricity	\$ 3,095.00	\$ 2,650.00	\$ 3,750.00	\$ 2,750.00	\$ 2,610.00	\$ 3,050.00	\$ 2,750.00	\$ 3,150.00	\$ 2,800.00	\$ 3,650.00	\$ 3,150.00	\$ 2,898.00	\$ 36,198.00	\$ 36,198.00	100.00%	
Equipment Fuel	\$ 114.00	\$ 150.00	\$ 140.00	\$ 118.00	\$ 125.00	\$ 65.00	\$ 180.00	\$ 150.00	\$ 130.00	\$ 118.00	\$ 97.00	\$ 118.00	\$ 1,595.00	\$ 1,595.00	100.00%	
Event Costs	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 2,700.00	\$ 2,700.00	100.00%	
Festiva Co Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	100.00%	
Liability Insurance	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%	
Internet	\$ 180.00	\$ 170.00	\$ 210.00	\$ 156.00	\$ 210.00	\$ 210.00	\$ 200.00	\$ 166.00	\$ 210.00	\$ 210.00	\$ 170.00	\$ 201.00	\$ 2,303.00	\$ 2,303.00	100.00%	
Landline Phone	\$ 120.00	\$ 160.00	\$ 120.00	\$ 120.00	\$ 160.00	\$ 150.00	\$ 130.00	\$ 120.00	\$ 160.00	\$ 250.00	\$ 160.00	\$ 210.00	\$ 1,570.00	\$ 1,570.00	100.00%	
Mobile Phone	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 1,440.00	\$ 1,440.00	100.00%	
Memberships	\$ -	\$ 620.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,920.00	\$ 1,920.00	100.00%	
Mileage	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	100.00%	
Office Equipment	\$ 210.00	\$ 170.00	\$ 170.00	\$ 100.00	\$ 180.00	\$ 175.00	\$ 170.00	\$ 200.00	\$ 275.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 2,100.00	\$ 2,100.00	100.00%	
Office Supplies	\$ 85.00	\$ 100.00	\$ 50.00	\$ 170.00	\$ 180.00	\$ 296.00	\$ 70.00	\$ 50.00	\$ 270.00	\$ 131.00	\$ 85.00	\$ 85.00	\$ 1,572.00	\$ 1,572.00	100.00%	
Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	100.00%	
Recreation programs	\$ 600.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 308.00	\$ 450.00	\$ 450.00	\$ 450.00	\$ 4,858.00	\$ 4,858.00	100.00%	
Repairs and Maintenance	\$ 2,500.00	\$ 2,500.00	\$ 8,000.00	\$ 4,800.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 52,300.00	\$ 52,300.00	100.00%	
Security	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 2,350.00	\$ 2,350.00	100.00%
Security Monitoring System	\$ 10.00	\$ 10.00	\$ 10.00	\$ 260.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 260.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 620.00	\$ 620.00	100.00%	



BOARD MEETING DATE: October 20, 2020

To: Board of Directors
From: Adam Ramos, District Administrator
Subject: Conflict of Interest Code
Attachments: Resolution
Conflict of Interest Code

RECOMMENDATION:

That the Board of Directors approve the Resolution Adopting a New Conflict of Interest Code.

EXECUTIVE SUMMARY:

The Political Reform Act requires the District to review and update its Conflict of Interest Code every five years to determine if the code is accurate or if it must be amended. We note that the County requires that districts adopt a model sample code. The deadline for notifying the Clerk to the Fresno County Board of Supervisors was October 1, 2020. This office has been in contact with the County Clerk and they were advised that the Board would consider adoption at this Board meeting.

CONFLICT-OF-INTEREST CODE FOR

Calwa Recreation and Park District

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict-of-interest code and may be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure requirements shall constitute the conflict-of-interest code of the **Calwa Recreation and Park District (District)**.

The Form 700s for designated positions, other than the members of the **District's Board of Directors** and **District Administrator**, shall be filed with the **District**. The **Board of Directors** and **District Administrator** are to file their original Form 700s directly with the Clerk of the Board for the Fresno County Board of Supervisors using the electronic filing system. If the Form 700s are not filed electronically, the paper Form 700 and waiver shall be filed with the **District** and, upon receipt of these paper Form 700s with waivers, the **District** shall make and retain a copy and forward the original to the Clerk of the Board of Supervisors.

The **District** shall retain a copy of all electronically filed Form 700s, a copy of all paper Form 700s with waivers and the original Form 700s of designated positions and shall make the Form 700s available for public review, inspection, and reproduction. (Gov. Code section 81008.)

The provisions of all Conflict of Interest Codes and amendments thereto previously adopted by the Agency are hereby superseded.

APPENDIX A

Public Officials Who Manage Public Investments

It has been determined that positions listed below manage public investments **and will file a statement of economic interests pursuant to Government Code Section 87200**. These positions are listed for informational purposes only:

- None

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
• Member of the Board of Directors	1
• District Administrator	1
• Consultants/New Positions	*

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the disclosure requirements in this code subject to the following limitation:

The **District Administrator** may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The **District Administrator's** determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Sec. 81008.)

APPENDIX B DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to their assigned disclosure category(ies).

Disclosure Category 1

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency; and investments and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.

Disclosure Category 2

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Disclosure Category 3

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

Disclosure Category 4

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division or department.

Disclosure Category 5

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that filed a claim against the agency during the previous two years, or have a claim pending.

Disclosure Category 6

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources of the type to request an entitlement to use agency property or facilities, including, but not limited to:

- a license
- utility permit
- station vendor permit

RESOLUTION NO. 2020-7

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALWA RECREATION AND PARK DISTRICT ADOPTING A NEW CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq. requires state and local public agencies to adopt conflict of interest codes; and

WHEREAS, Government Code Section 87306.5 requires that all local agencies periodically review and update their conflict of interest codes; and

WHEREAS, under Government Code Section 82011, the County Board of Supervisors serves as the Conflict of Interest Reviewing Body for local agencies other than cities within the County; and

WHEREAS, the County has determined that all local agencies are required to utilize the County's Model Conflict of Interest Code.

NOW, THEREFORE, the Board of Directors of the Calwa Recreation and Park District resolves as follows:

- Section 1. The foregoing recitals are true and correct.
- Section 2. The Board hereby adopts the Conflict of Interest Code attached hereto as Exhibit A.
- Section 3. All prior resolutions regarding a Conflict of Interest Code are superseded and have no further force and effect.
- Section 4. This resolution shall be effective upon adoption.

CERTIFICATION

The foregoing Resolution No. 2020—7 was adopted at a regular meeting on October 20, 2020, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENCES: _____

Secretary of the Board of Directors