MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Board Tour 5:00 p.m. – October 10, 2013

We have agreed to meet at the Community Center at 5:00 p.m. for a tour of the Community Center.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #4 – October 10, 2013 Board Meeting

Presentation of Semi-Annual Bond Oversight Committee Report

Bond Oversight Committee Chair Norm Vanhole will be presenting the semi-annual bond oversight committee report. The information is attached to your packet.

Pleasant Hill Recreation & Park District (PHR&PD) Citizens Bond Oversight Committee For Measure E Projects

Semi-Annual Report as of June 30, 2013 **Date Published: September 19, 2013**

I. Introduction

This is the semi-annual report of the Citizens Bond Oversight Committee (BOC) for the period ending June 30, 2013. This report summarizes the work of the Committee and its review of the District expenditures pertaining to Measure E Bond Projects for the period beginning January 1, 2013 and ending June 30, 2013.

II. History and Overview of the Citizens Bond Oversight Committee

The District placed a bond measure on the ballot in August 2009 for the residents of the District to consider funding for a new Senior Center, Teen Center, Community Center, Pleasant Hill Oaks Park upgrades and additional restrooms at Pleasant Hill Park, Rodgers-Smith Park, and Brookwood Park. Bond Measure E passed on a 75.7% vote. The total Bond amount was not to exceed twenty eight million dollars ($28,000,000). It was stated in the Measure that an independent community oversight committee be appointed by the District Board to monitor Bond expenditures.

III. Committee Membership

The Bond Oversight Committee (BOC) is made up of the following members: Frank Gorham, Lisa Hagopian, Erin Hirst, Harold Jeffrey, Marie Simons, Norman Vanhole, and Leo Vardas.

BOC Sub Committees are as follows:

- Communications: Norman Vanhole and Marie Simons
- Audit: Leo Vardas and Harold Jeffrey
- Construction: Frank Gorham
- Budget: Lisa Hagopian and Erin Hirst

IV. Duties of the Committee

1. Review the Capital Improvement Budget Expenditure Plan for the Measure E projects beginning in the fiscal year 2009/2010 through the end of the construction projects.
2. Monitor all plans and expenditures to ensure the funds are spent in accordance with Measure E.
3. Review construction expenditures to ascertain whether the construction expenditures are consistent with the budget.
4. Review any major changes in costs previously approved by the District.
5. Report to the voters and the people of the District semi-annually regarding the revenues and expenditures of Measure E funds.

6. Review an annual Measure E financial report to ensure the funds are spent in accordance with Measure E.

V. Bond Oversight Committee Activities

The Bond Oversight Committee met on January 17, March 21, April 17 and June 26, 2013 during this six month timeframe. The meeting on December 12, 2012 was rescheduled to January 17, 2013 due to the VIP Senior Center Open House originally planned for the same date. Minutes for all four meetings have been approved and are attached for review.

At the meeting on April 17, 2013, the BOC approved the Semi-Annual Report for the period beginning July 1, 2012 through the end of December 31, 2012. This report was published on April 17, 2013 and Committee Chair Vanhole presented the report to the District Board on May 9, 2013.

The Semi-Annual Report for the period beginning January through the end of June 30, 2013 is scheduled for review and approval at the BOC meeting on September 19,2013.

VI. Subcommittee Reports

Budget Subcommittee

The Budget Subcommittee comprised of Lisa Hagopian and Erin Hirst reviewed construction project change orders: 1) to ensure funds are spent in accordance with Measure E Expenditure Policy; 2) to report impacts of change orders to individual project budgets as well as the overall Measure E budget. The documents reviewed included the following:

1. Construction change orders #29 through #30 with McFadden Construction pertaining to the final close-out of the Senior and Teen Centers
2. Critical Solutions six change orders #40 through #45 related to all projects
3. Diamond Beach Inc. DBA Acoustic Specialties two change orders #1 and #2 related to the Senior Center
4. Pacific General Engineering four contract change orders (Co.#1 for each) and one contract change order (Co.#2) all related to the Senior Center
5. Page + Moris one change order #6 related to the Community Center
6. Matriscope Engineering Labs, Inc. contract change order #2 for the Community Center
7. DL Falk (Community Center) construction contract three change orders #9 through #11
8. Abey Arnold Associate change order #2 for the Pleasant Oaks Park
9. Jerry Haag one change order #6 related to the Pleasant Oaks Park
10. Goodland Landscape Construction (Pleasant Oaks Park) contract two change orders #1 and #2

There were a total of twenty-two change orders, concerning ten firms processed for a six month period beginning January 1 and ending June 30, 2013.

In summary, for all five of the Measure E fund projects, (Teen Center $3.57M, Senior Center $10.05M, Community Center $11.3M, Pleasant Oaks Park $4.2M, Rehabilitation of Park Bathrooms $0) there is budgeted an overall Measure E project budget fund deficiency of <$80,983>. *(Please see Attachment A for further detail of the review by the Budget Subcommittee)*

Construction Subcommittee

The role and responsibilities of the Construction Subcommittee comprised of Frank Gorham are to: 1) monitor construction contract bond expenditures during the construction phase to ensure proper allocation of Bond Funds; 2) monitor construction contract change orders (CCO) utilizing bond funds; 3) ensure both construction contract expenditures and CCO funds are clearly segregated between Bond and Non-bond expenditures and 4) report back to the BOC and the general public regarding questions, findings and conclusions related to construction phase bond expenditures.

This subcommittee is not tasked with ensuring the materials and method of construction are in compliance with the contract documents including the general provisions and the special provisions. This subcommittee is also not responsible for ensuring progress payments are accurate in regard to the actual measured quantities, nor is this subcommittee responsible for identifying or selecting items to be deleted in order to fund extra work. These responsibilities are fulfilled by the PHR&PD and/or its representatives.

Before this reporting period, construction of both the Senior Center and Teen Center had been completed and both buildings are now in full operation. As of the date of this report there was one final payment issued to McFadden Construction for the Senior Center and Teen Center for the amount of $150,000. This payment was made under the terms and conditions of the Claim Settlement Agreement approved March 11, 2013 between the PHR&PD and McFadden Construction. After this payment is made a Notice of Completion will be filed and all retentions will be released.

On May 2, 2013, the District held a bid opening for construction of Pleasant Oaks Park and Goodland Landscape Construction of Tracy was named the apparent low bidder. On May 5, 2013 the contract was awarded to Goodland Landscape Construction for the sum of $3,260,000 and construction began in June 2013.

Construction of the Community Center is progressing quickly and as of the June invoice the project is approximately 50% complete in terms of contract dollars spent. The current exterior work includes miscellaneous site work, completing the roofing, exterior windows are installed, and the second course of stucco is being applied. The interior includes electrical, sheet rock installation and HVAC. All extra work and contract change orders for the Community Center were funded through available contingencies. During

this reporting period, the Committee received a total of eight invoices for review. It should be noted there were two payment invoices received for both March and June.

Construction of the Pleasant Oaks Park has begun and the nature of the work includes clearing, grubbing and rough grading. Only one invoice has been submitted to date.

In summary for the period of January through June 30, 2013 the Construction Subcommittee reviewed eight invoices for the Community Center and one invoice for the Pleasant Oaks Park as follows:

The amounts (including change orders) for the Community Center were $630,082.85 for January, $443,134.97 for February, $461,947.58 for March, $489,958.94 for April, $321,259.51 for May and $947,722.26 for June for a total of $3,294,106.11. The amount for the Pleasant Oaks Park was $397,007.55 for June. There are no objections to the contract change order payments made for this period and all payments made qualify for bond measure funds. *(Please see Attachment B for further detail of the review by the Construction Subcommittee.)*

Audit Subcommittee

The role and responsibilities of the Audit Subcommittee comprised of Leo Vardas and Harold Jeffrey are to: 1) monitor bond expenditures and review an annual Measure E financial report; 2) review any major changes in costs previously approved by the District and 3) report to voters and people of the District semi-annually regarding revenues and expenditures of Measure E funds. Findings and conclusions are as follows:

The Audit Subcommittee's analysis of the District's general ledger record of Measure E expenditures for the six month period ending June 30, 2013, showed bond fund payments were $4,807,659.53 and revenue (interest earned on unspent bond proceeds) was $12,196.43. This interest amount when added to interest earned the first six months of the fiscal year ($23,689.56) brought the total interest earned for the fiscal year to $35,885.99. The cumulative Measure E expenditures since inception at June 30, 2013, for all projects were $21,665,110.08. Also since the inception of the projects; invested Measure E funds have earned a total of $215,320.

In summary, selective tests of January through June 2013 invoices examined by the Audit Subcommittee were deemed appropriate for payment from Measure E bond funds. *(Please see Attachment C and C-1 for further detail of the review by the Audit Subcommittee.)*

Communication Subcommittee

The Communication Subcommittee comprised of Norman Vanhole and Marie Simons prepared the January 17, March 21, April 17 and June 26, 2013 BOC meeting minutes that are attached for review. In addition, this Subcommittee prepared the Semi-Annual

Report for the period of July through December 31, 2012 for presentation at the District Board meeting on May 9, 2013.

The Communication Subcommittee encourages District residents to visit the Pleasant Hill Recreation & Park District's website or call the District office at (925) 682-0896 to review all pertinent BOC activities and public information, including agendas, meeting minutes and reports. In addition, the website has a "fact sheet" on the Measure E Bond Projects and the projects activities and construction progress updates. The BOC also invites the public to attend the BOC's meetings.

VII. Summary

As of June 30, 2013 based on the information provided to the BOC, total budgeted expenses (incurred and forecasted) exceed available funds by <$80,983> to complete all projects.

Based upon the information provided by District staff to the Subcommittees, the BOC believes the District continues to generally comply with their mandated requirements and fiscal policies by appropriately spending Measure E funds on the voter approved bond projects.

The BOC thanks District staff for their responsiveness to all questions and documents requested by the members during this reporting period.

Submitted By:

The Pleasant Hill Recreation & Park District Citizens Bond Oversight Committee

Attachments:

1. January 17, 2013 Meeting Minutes
2. March 21, 2013 Meeting Minutes
3. April 17, 2013 Meeting Minutes
4. June 26, 2013 Meeting Minutes
5. Attachment A – Budget Subcommittee Report for January to June 30, 2013
6. Attachment B – Construction Subcommittee Report for January to June 30, 2013
7. Attachment C - Audit Subcommittee Report for January to June 30, 2013
8. Attachment C-1 - Measure E Expenditure Payments Spreadsheet through June 30, 2013

Pleasant Hill Recreation & Park District

Date: September 19, 2013
To: Bond Oversight Committee, Measure E Bond Program
From: Budget Subcommittee – Erin Hirst & Lisa Hagopian
Subject: Report for January 1 to June 30, 2013

BACKGROUND:
The purpose of the Budget Sub-committee is to review construction expenditures as outlined by Measure E, and assigned to the District Bond Oversight Committee. Within those responsibilities the Budget Sub-committee reviews project change orders to: a) to ensure funds are spent in accordance with Measure E Expenditure Policy; b) report impacts of change orders to individual project budget(s) as well as overall Measure E budget.

ACTIVITY:
Description of Documents Reviewed: There were a total of 22 change orders, involving ten firms processed for the first half of 2013.

Findings: There were two change orders issued for McFadden Construction. Change orders 29 & 30 were in regards to the final close-out of Senior and Teen Center Building Projects. These changes resulted in a net contract reduction of $12,146, bringing the total contract amount to $10,219,287.

Diamond Beach Inc. DBA Acoustic Specialties' contract was increased by two change orders, (Nos. 1 & 2) totaling $13,448. Both change orders were in regards to adding acoustical panels to several rooms in the Senior Center. The resulting contract amount was $19,464.

Pacific General Engineering had 4 contract change orders (Co.#1 for each) and 1 contract change order (Co.#2) for a total change order amount of $20,559.59, resulting in a revised contract total of $124,094.79.

The contract with Critical Solutions, Inc. was increased by six change orders (Nos. 40-45). Change orders were predominately related to changes in construction management services for the Senior and Teen Centers, Community Center, and Pleasant Oaks Park. In summary these changes resulted in an increase of $79,896, and a new contract total of $2,155,579. This new total includes $15,000 of non-Bond costs.

Page + Moris' contract was increased by one change order, (No. 6) in the amount of $1,750, for an adjusted total contract amount of $58,150.11 This change order was the result of additional work required regarding furniture cost estimating with the Community Center project.

Matriscope Engineering Lab's contract for the Community Center was increased by one change order, (No. 2) in the amount of $11,844 for additional special testing related to structural steel,

masonry/CMU and structural wood framing at the site. This change increased their contract to $44,482.

DL Falk's contract for construction of the Community Center was increased by three change orders, (Nos. 9-11) for a total amount of $44,660.13. All changes orders were in regards to adjustments to the scope of work at the Community Center; this brings the current contract amount to $8,359,940.49.

Abey Arnold Associate's contract was increased by one change order, (No.2) in the amount of $7,000 for additional design work regarding the expansion of the infield area of Field #5 in the Pleasant Oak Park project. This resulted in an adjusted contract value of $263,770.

The contract with Jerry Haag and Associates was increased by one amendment, (No. 6) for the amount of $10,000, and added 794 calendar days to the contract. This amendment provided for consulting services to help modify the negative declaration measure with the Pleasant Oaks Park project. This change resulted in an adjusted contract amount of $105,209. This new contract total includes $13,540 of non-Bond costs.

Regarding the construction at Pleasant Oaks Park, Goodland Landscape Construction requested two change orders, (Nos. 1 &2) totaling $158,785.28. Change order #1 was for $138,000 and added Bid Alternate #1, Group Picnic Area, and Bid Alternate #3, Play Area, into the project scope. These two change orders brought the current contract amount to $3,418,785.28.

Conclusion:

For the five Measure E Fund projects, (Teen Center $3.57M, Senior Center$10.05M, Community Center $11.3M, Pleasant Oaks Park $4.2M, Rehabilitation of Park Bathrooms $0) there is a budgeted overall Measure E project budget fund deficiency of ($80,983).

ATTACHEMENT-B

MEMORANDUM

Submitted: August 28, 2013

Revised: September 14, 2013

To: **Norm Vanhole, Chair Pleasant Hill Recreation & Park District Citizen's Bond Oversight Committee (BOC), Measure E Funds**

From: **Francis G. Gorham**

Subject: **Construction Subcommittee Report Period Ending June 2013 For Senior Center/Teen Center & the Community Center**

Subcommittee Responsibilities:

The role and responsibilities of the Construction Subcommittee are to (1) monitor construction contract bond expenditures during the construction phase to ensure proper allocation of Bond Funds (2) monitor construction contract change orders (CCOs) utilizing bond funds (3) ensure both construction contract expenditures and CCO funds are clearly segregated between Bond and Non-bond expenditures and (4) report back to the Bond Oversight Committee and the general public regarding questions, findings and conclusions related to construction phase bond expenditures.

This committee is not tasked with ensuring the materials and method of construction are in compliance with the contract documents including the general provisions and the special provisions. This committee is not responsible for ensuring progress payments are accurate in regard to the actual measured quantities, nor is this committee responsible for identifying or selecting items to be deleted in order to fund extra work. These responsibilities are fulfilled by the District and/or its representatives.

Background Information:

The District's contract for the construction of the Senior Center (SC) and the Teen Center (TC) was awarded on June 6, 2011 and executed or approved on June 17, to McFadden Construction Inc. of Stockton. The contract was awarded for $10,027,750.00. During this reporting period the Construction Bond Oversight Committee received a copy of the Settlement Agreement and payment for $150,000.

On July 17th 2012 the District held a bid opening for construction of the Community Center (CC) and D.L. Falk Construction of Hayward was named the apparent low bidder. On July 25th the contract was awarded to D.L. Falk Construction for the sum of $8,222,500.00 and construction began shortly thereafter. During this reporting period of January to June 2013 the Committee received a total of 8 CC invoices for review. It should be noted that there were two separate payment invoices submitted for both March and June.

On May 2nd 2013 the District held a bid opening for construction of Pleasant Oaks Park and Goodland Landscape Construction of Tracy was named the apparent low bidder. On May 5th the contract was awarded to Goodland Landscape Construction for the sum of $3,260,000.00 and construction began in June.

Summary and Findings:

As of the date of this report there was one final payment issued to Mcfadden Construction for the SC/TC for the amount of $150,000.00. This payment was made under the terms and conditions of the Claim Settlement Agreement date March 11th, 2013 between the Pleasant Hill Recreation and Park District Board and Mcfadden Construction. After this payment is made a Notice of Completion will be filed and all retentions will be released.

The Construction Sub-committee is satisfied with Contract Progress Payments made this period in accordance with the approved Schedule of Values for the Pleasant Hill Community Center (CC). The amounts paid under the CC contract adequately reflect industry standards in regard to the prosecution and progress of work. There are no objections to the Contract Change Order payments made for this period and all payments made qualify for bond measure funds.

Construction of Pleasant Oaks Park by Goodland Landscape Construction has begun and there was one invoice for clearing and grubbing and initial grading activities. There are no objections made to payments made this period and there was no contract change order work.

CC Condensed Payment Summary

(January to March)

Construction Subcommittee Report Period Ending 6/30/13

Community Center	Origional Bid	January Pay[1] (Invoice 6)	Febuary Pay[1] (Invoice 7)	March Pay[1] (Invoice 8-9)
SOV Paymnt	$8,222,500.00	$618,676.26	$438,609.44	$168,680.00
Exec CCOs	$0.00	$11,406.59	$4,525.53	$1,576.77
Misc/Adjust	$0.00	$0.00	$0.00	$291,690.81
Total	**$8,222,500.00**	**$630,082.85**	**$443,134.97**	**$461,947.58**

Total SOV Payments January to March (w/o CCOs [1])	$1,517,656.51
Total CCOs this Period (January-March)	$17,508.89
Total Payment This Period (January-March)	**$1,535,165.40**
Total CCOs Paid Previously (August to December)	$37,567.46
Total Previous Payments August -December (w/o CCOs [1])	$1,112,117.20
Total Payments to date[1] (Inc CCO Total)	**$2,684,850.06**
CCO Total To Date	$55,076.35

CCO Summary Chart

CCO Number	CCO Paid this Qtr	Description	BF=Bnd Fnds NBF=NonBnd	CCOs Paid to Date
CCO-4	$19,000.00	Additive Dance	BF	$19,000.00
CC0-14	$1,143.77	4 TO 6" SS	BF	$1,143.77
CCO-17	-$9,567.00	PVC Stub ups slab	BF	-$9,567.00
CCO-21	$454.00	Ftg Step Change	BF	$454.00
CCO-26	$1,200.00	Planter wall height	BF	$1,200.00
CCO-27	$428.62	Elect premium time	BF	$428.62
CC0-28	$323.97	Column Blockouts	BF	$323.97
CCO-29	$2,097.53	Added rebar	BF	$2,097.53
CCO-31	$2,024.85	Rain mit for slab	BF	$2,024.85
CCO-32	$403.15	exterior wall curb	BF	$403.15
CCO Total	**$17,508.89**			**$55,076.35**

CC Condensed Payment Summary

(April to June)

Construction Subcommittee Report Period Ending 6/30/13

Community Ctr	Origional Bid	April[1] (Inv-10)	May[1] (Inv-11)	June[1] (Inv 12-13)
SOV Paymnt	$8,222,500.00	$489,958.94	$306,726.20	$200,235.30
Exec CCOs	$0.00	$0.00	$14,533.31	$63,250.88
Misc/Adjust	$0.00	$0.00	$0.00	$684,236.08
Total	**$8,222,500.00**	**$489,958.94**	**$321,259.51**	**$947,722.26**

Total SOV Payments April to June (w/o CCOs [1])	$1,681,156.52
Total CCOs this Period (April-June)	$77,784.19
Total Payments This Period (April to June)	**$1,758,940.71**
Total Previous CCOs Paid (August to March)	$55,076.35
Total Previous Payments (w/o CCOs [1])	$2,629,773.71
Total Payments to date[1] (Inc CCO Total)	**$4,443,790.77**
CCO Total To Date	$132,860.54

CCO Summary Chart

CCO-No	CCO Paid this Qtr	Description	BF=Bnd Fnds	CCOs Paid to Date
CCO-4	$30,000.00	Additive Dance	??	$30,000.00
CCO-6	$20,830.87	Combined CCOs	BF	$20,830.87
CCO-15	$1,000.00	Add Trap Primer	BF	$1,000.00
CCO-25	$2,780.00	Pedestal Revisions	BF	$2,780.00
CCO-26	$7,756.00	Planter wall height	BF	$7,756.00
CCO-33	$1,320.10	Add Dedicate Circuit	BF	$1,320.10
CCO-34	$902.07	Revise Glu Lam	BF	$902.07
CCO-35	$1,959.86	Drill Hangers	BF	$1,959.86
CCO-36	$2,037.27	Add Gutter	BF	$2,037.27
CCO-38	$1,555.78	Add PSL Support	BF	$1,555.78
CC0-40	$170.33	Relocate HDU	BF	$170.33
CC0-41	$2,329.00	50amp Circuit	BF	$2,329.00
CCO-42	$1,710.66	Fur Wall Out	BF	$1,710.66
CCO-44	$516.02	Revise Frame	BF	$516.02
CCO-45	$453.29	Plate above Glu Lam	BF	$453.29
CC0-46	$1,445.00	Prepare Pad	BF	$1,445.00
CCO-47	$2,800.00	Cold Weather	BF	$2,800.00
CCO-48	($1,782.00)	Reduction	BF	($1,782.00)
CCO Total	$77,784.25			$132,860.60

PO-Parks Condensed Payment Summary

Pleasant Oaks Park	Origional Bid	June (Invoice-1)	July (Invoice-2)	August (Invoice-3)
SOV	**$3,260,000.00**	**$377,157.17**	**$0.00**	**$0.00**
Executed CCO	$0.00	$0.00	$0.00	$0.00
Misc Adjust	$0.00	$19,850.38	$0.00	$0.00
TOTAL	**$3,260,000.00**	**$397,007.55**	**$0.00**	**$0.00**
Total SOV Payments June (w/o CCOs)				$397,007.55
Total CCOs this Period -June				$0.00
Total Previous CCOs Paid				0
Total Previous Payment (w/o CCOs)				$0.00
Total Payments to date (including CCOs)				$397,007.55
CCO Total To Date				$0.00
CCO Summary Chart				
CCO Number	**CCO Paid This Qtr**	**Decription**	**BF=Bond Fund Bond Funds Not**	**CCO paid to date**
N/A	$0	None	N/A	$0
CCO Total	$0			$0

Conclusion:

As of this reporting period, construction of the Senior Center and the Teen Center is complete and both buildings are now in full operation. The final claim settlement payment will initiate Contract Acceptance and filing of a Notice of Completion.

Construction of the Community Center (CC) is progressing quickly and as of the June invoice the project is approximately 50% complete in terms of contract dollars spent. The current exterior work includes misc site work, completing the roofing, installing exterior windows, and applying the second course of stucco. The interior work includes electrical, sheet rock installation and HVAC. All extra work and Contract Change Orders for the CC to date have been funded through available contingencies.

Construction of the Pleasant Oaks Park has begun and the nature of the work includes Clearing and Grubbing and rough grading. Only one invoice has been submitted to date.

ATTACHMENT C

MEMORANDUM

September 9, 2013

Norm Vanhole, Chair
Pleasant Hill Recreation & Park District
Citizen's Bond Oversight Committee for
Measure E Projects

Subject: BOC Audit Subcommittee Report of Monitoring Measure E Financial Activities January to June 2013

Subcommittee Responsibilities

The role and responsibilities of the Audit Subcommittee are to 1) monitor bond expenditures and review an annual Measure E financial report, 2) review any major changes in costs previously approved by the District and 3) report to voters and people of the District semi-annually regarding revenues and expenditures of Measure E funds.

Background and Activity

Pleasant Hill Recreation & Park District (District) prepares a general ledger that is the official accounting system for revenues and expenditures and keeps a separate record of Measure E outlays for each construction project and for each fiscal year ending June 30. The Audit Subcommittee developed and enhanced a software application that analyzes the details recorded in the general ledger and produces listings that expedite tracing invoice payments to underlying documents each fiscal year quarter. The results of monitoring Measure E expenditures for two consecutive quarters are incorporated in the BOC semi-annual report to the District Board of Directors (Board) and made available to the general public.

Findings and Conclusions

A. The Subcommittee's analysis of the District's general ledger record of Measure E expenditures for the period January to June 2013 showed the bond fund outlay was $4,807,659.53. Revenue (interest earned on invested, i.e. unspent, bond proceeds) for the period was $ 12,196.43. This interest amount when added to interest earned the first six months of the fiscal year (23,689.56) brought total interest earned for the entire year to $35,885.99. **Measure E expenditures since the beginning of all bond project work until June 30, 2013 is equal to $21,665,110.08.** Also since the beginning of the projects, invested Measure E funds have earned $215,320. During this reporting period, funding for the bond projects-- specifically the Teen Center-- was increased by a transfer of $150,000 from the Measure WW fund [East Bay Regional Park District] into the Measure E fund.

The Teen Center grand opening took place October 20, 2012. At June 30, 2013, total bond outlay for the Teen Center was $3,607,219.05. The Senior Center grand opening was delayed until January 5, 2013. At June 30, 2013 total bond outlay for the Senior Center was $10,281,813.52

Construction of the Community Center continues. Total bond outlay at June 30, 2013 for the Center was $6,947,824.30. Design and construction work for the Pleasant Oaks Park project is proceeding. Total bond outlay at June 30, 2013 for the Park was $828,253.21.

B. The Audit Subcommittee extended the December 2012 examination of invoices (236) paid from Measure E funds. In May 2013, information supporting an additional 146 invoices was examined. These bond fund outlays were deemed proper Measure E expenditures.

In June 2013, the subcommittee repeated at three selected dates a test of the agreement of cumulative total Measure E expenditures listed on the District's Excel spreadsheet record of bond fund payments with the corresponding total payments shown in the general ledger since the inception of all project work. The Excel spreadsheet is an important tool in matching bond fund payments to the related construction feature in the Master Program budget report kept by the District's construction management contractor to apprise the Pleasant Hill Recreation Board of progress made. The result of the test was favorable. At March 31, 2013, the difference was $1,159 out of $19,301,308 of bond fund payments (less than one-hundredth of one percent). At other dates the difference was even less-- $454 out of $16,857,451 (December 31,2012) and $76 out of $11,969,443 (June 30, 2012).

C. The audit subcommittee noted that the Pleasant Oaks Park construction contractor has agreed to have the District withhold five percent of each approved construction invoice in lieu of depositing the withheld amount with an escrow holder. The construction contractor's first approved invoice for $397,007.55 in June 2013 resulted in a bond Measure E payment of $377,157.17. The District is holding the balance of the approved invoice amount, $19,850.38, and made an entry for the same amount into its general ledger account for the Pleasant Oaks Park project to reflect all Measure E expenditures for the project.

Submitted by BOC Audit Subcommittee

Leo Vardas and Harold Jeffrey

Attachment C-1

Measure E Expenditure Payments To Contractor/Consultant Organizations Serving The Bond Measure Construction Projects at June 30, 2013

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE ONE				
	|original group|										
A	Harriman & Associates		THIS LINE	1,049,654.37	0.00	0.00	744,272.18	305,382.19	Initial	808,203.00	Architectural design development & construction docmentation for Meas. E Senior and Teen Centers |excludes $2,358 non-bond funded C.O. 27|
	Harriman Kinyon Architects |Jan 12, 2012|										
	Fiscal Year 2009/2010			125,167.21			93,065.28	32,101.93	C.O. 1-26		
	Fiscal Year 2010/2011			655,668.44			463,082.95	192,585.49	& 28-34	246,444.50	
	Fiscal Year 2011/2012			227,834.22	0.00	0.00	154,549.29	73,284.93			
	Fiscal Year 2012/2013			40,984.50	0.00	0.00	33,574.66	7,409.84			
									Total	1,054,647.50	
	Jul-Sep 2012			21,206.71	0.00	0.00	15,348.29	5,858.42			
	Oct-Dec 2012			18,226.37	0.00	0.00	18,226.37	0.00			
	Jan-Mar 2013			0.00	0.00	0.00	0.00	0.00			
	Apr-Jun 2013			1,551.42	0.00	0.00	0.00	1,551.42			
	# 18399 Apr			1,551.42				1,551.42			
B	Critical Solutions, Inc.		THIS LINE	1,963,749.70	663,062.91	76,904.85	905,120.86	318,661.08	Initial	1,697,901.00	Meas. E project mangement, design phase & construction administration services
	Fiscal Year 2009/2010			49,332.86	17,394.73	4,799.52	16,740.43	10,398.18			
	Fiscal Year 2010/2011			376,289.70	68,536.00	10,041.43	216,176.56	81,535.71			
	Fiscal Year 2011/2012			803,125.82	189,770.44	8,138.28	443,983.48	161,233.62	C.O. 1-21	145,559.00	
	Fiscal Year 2012/2013			735,001.32	387,361.74	53,925.62	228,220.39	65,493.57	Subtotal	1,843,460.00	
									C.O. 22		[Non-Meas E work C.O. $10K]
	Jul-Sep 2012			222,633.07	80,653.53	2,695.27	102,157.17	37,127.10	C.O. 23-45	297,119.00	
	Oct-Dec 2012			195,160.88	97,947.15	4,319.89	68,440.23	24,453.61			
	Jan-Mar 2013			183,230.59	117,521.35	11,634.84	50,209.93	3,864.47			
	Apr-Jun 2013			133,976.78	91,239.71	35,275.62	7,413.06	48.39			
	# 18383 Apr			47,066.85	32,724.48	8,531.93	5,762.05	48.39			
	# 18448 May			41,243.56	31,167.75	8,518.80	1,557.01		Total	2,140,579.00	
	# 186369 Jun			45,666.37	27,347.48	18,224.89	94.00				
C	Dahlin Group		THIS LINE	1,051,807.18	1,051,807.18	0.00	0.00	0.00	Initial	996,300.00	Architectural design development & construction docmentation for Meas. E Community Center
	Fiscal Year 2009/2010			96,895.47	96,895.47	0.00	0.00	0.00	C.O. 9	100,105.00	
	Fiscal Year 2010/2011			163,794.30	163,794.30	0.00	0.00	0.00			
	Fiscal Year 2011/2012			576,092.08	576,092.08	0.00	0.00	0.00	Total	1,096,405.00	
	Fiscal Year 2012/2013			215,025.33	215,025.33	0.00	0.00	0.00			
	Jul-Sep 2012			100,228.19	100,228.19	0.00	0.00	0.00			
	Oct-Dec 2012			34,956.89	34,956.89	0.00	0.00	0.00			
	Jan-Mar 2013			59,270.10	59,270.10	0.00	0.00	0.00			
	Apr-Jun 2013			20,570.15	20,570.15	0.00	0.00	0.00			
	# 18384 Apr			6,882.95	6,882.95	0.00	0.00	0.00			
	# 18567 Jun-1			6,816.00	6,816.00	0.00	0.00	0.00			
	# 18707 Jun-2			6,871.20	6,871.20	0.00	0.00	0.00			

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
D	Jerry Haag		THIS LINE	87,326.37	30,213.31	19,726.00	29,200.64	8,186.42	a /	Initial	66,725.00	Geotechnical services for Meas. E Senior & Teen Center projects; also services for temporary relocation of selected Community Center activities to Winslow Center [excludes $13,540 non-bond work]
		Fiscal Year 2009/2010		64,068.04	24,644.07	11,089.11	21,946.61	6,388.25		C.O. 5	13,801.50	
		Fiscal Year 2010/2011		16,883.33	5,569.24	2,261.89	7,254.03	1,798.17		Ltr auth	1,142.50	
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00				
		Fiscal Year 2012/2013		6,375.00	0.00	6,375.00	0.00	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		4,625.00		4,625.00				C.O. 6	10,000.00	consultg serves- MND noise redctn
		Apr-Jun 2013		1,750.00	0.00	1,750.00	0.00	0.00				
		# 18398 Apr		1,750.00		1,750.00				Total	91,669.00	
E	Mark Cornelius		THIS LINE	94,572.00	35,837.05	6,999.63	37,533.57	14,201.75	b /			Legal services related to Meas. E projects
		Fiscal Year 2009/2010		21,045.50	5,236.10	1,827.76	8,730.73	5,250.91				
		Fiscal Year 2010/2011		27,842.50	8,473.67	2,991.59	12,739.85	3,637.39				
		Fiscal Year 2011/2012		36,225.00	16,376.11	1,742.14	13,290.07	4,816.68				
		Fiscal Year 2012/2013		9,459.00	5,751.17	438.14	2,772.92	496.77				
		Jul-Sep 2012		3,395.00	2,050.07	113.16	903.44	328.33				
		Oct-Dec 2012		2,590.00	2,009.45	154.58	321.78	104.19				
		Jan-Mar 2013		1,620.00	1,296.00	108.00	158.40	57.60				
		Apr-Jun 2013		1,854.00	395.65	62.40	1,389.30	6.65				
		# 18446 May-1		720.00	54.00		666.00					
		# 18513 May-2		486.00	20.65	26.40	432.30	6.65				
		# 18635 Jun		648.00	321.00	36.00	291.00					
F	PRA		THIS LINE	180,413.75	62,685.00	0.00	81,000.08	36,728.67	c /			Geotechnical observations and testing services related to Meas. E projects
		Fiscal Year 2009/2010		18,526.93	7,526.93		6,875.00	4,125.00	SC TN	Initial	11,000.00	
		Fiscal Year 2010/2011		11,322.00	3,392.00		4,985.20	2,944.80		C.O. 2	7,600.00	
		Fiscal Year 2011/2012		113,199.82	18,981.07	0.00	69,238.88	24,979.87		Total	18,600.00	
		Fiscal Year 2012/2013		37,365.00	32,785.00	0.00	(99.00)	4,679.00				
									CC	Initial	10,600.00	
		Jul-Sep 2012		18,140.00	14,090.00	0.00	4,050.00	0.00	c /	C.O. 1-5	19,300.00	
		Oct-Dec 2012		8,035.00	7,505.00	0.00	(4,149.00)	4,679.00		Total	29,900.00	
		Jan-Mar 2013		7,740.00	7,740.00	0.00	0.00	0.00				
		Apr-Jun 2013		3,450.00	3,450.00	0.00	0.00	0.00	all sites	Initial	60,000.00	Onsite geotechnical observtns SC-TC additonal observations Dec'11- May'12
		# 18739 Jun		3,450.00	3,450.00	0.00	0.00	0.00		C.O. 2	39,900.00	
										Total	99,900.00	
										Initial	40,000.00	
									TOTAL	ALL cntrcts	188,400.00	[See note c /. pg 17 regarding paymts]

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE THREE					
G	TEECom		THIS LINE	54,217.54	2,861.70	796.02	34,000.79	16,559.03		Initial	77,700.00	Technology system design services for Meas. E projects
		Fiscal Year 2009/2010								C.O. 1	(2,129.14)	
		Fiscal Year 2010/2011		51,296.98	4,406.85	642.96	26,784.44	19,462.73				
		Fiscal Year 2011/2012		(250.72)	(1,545.15)	153.06	5,218.40	(4,077.03)		Total	75,570.86	
		Fiscal Year 2012/2013		3,171.28	0.00	0.00	1,997.95	1,173.33				
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00				
		Oct-Dec 2012		2,336.74	0.00	0.00	1,472.18	864.56				
		Jan-Mar 2013		834.54	0.00	0.00	525.77	308.77				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				
H	Abey Arnold & Assoc		THIS LINE	246,960.00	0.00	246,960.00	0.00	0.00				
		Fiscal Year 2009/2010		17,000.00		17,000.00			e /	Vndr agrmt	2,100.00	Preliminary deveopment work
		Fiscal Year 2010/2011		(14,900.00)		(14,900.00)						
		Fiscal Year 2011/2012		37,977.00		37,977.00			e /	Initial	248,750.00	Architectural design development & construction docmentation for Meas. E Pleasant Oaks Park
		Fiscal Year 2012/2013		206,883.00	0.00	206,883.00	0.00	0.00				
		Jul-Sep 2012		51,458.50	0.00	51,458.50	0.00	0.00		C.O. 2	15,020.00	Added work: PH Pinng + ARC request
		Oct-Dec 2012		25,096.00	0.00	25,096.00	0.00	0.00				
		Jan-Mar 2013		98,338.50	0.00	98,338.50	0.00	0.00		Total	263,770.00	
		Apr-Jun 2013		31,990.00	0.00	31,990.00	0.00	0.00				
		# 18365 Apr		13,280.00		13,280.00						
		# 18754 Jun		18,710.00		18,710.00						
J	Paige-Moris		THIS LINE	16,637.13	0.00	0.00	11,279.43	5,357.70		Initial	50,466.00	Design of Meas. E Senior & Teen Center building interiors (excludes services related to movable furniture and equipment)
		Fiscal Year 2009/2010								C.O. 6	7,684.11	
		Fiscal Year 2010/2011		15,207.68			10,235.98	4,971.70				
		Fiscal Year 2011/2012		887.80			501.80	386.00		Total	58,150.11	
		Fiscal Year 2012/2013		541.65	0.00	0.00	541.65	0.00				
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00				
		Oct-Dec 2012		541.65	0.00	0.00	541.65	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE FOUR					
K	PERMCO		THIS LINE	3,000.00	0.00	3,000.00	0.00	0.00		Initial	3,000.00	Determine property corners and encroachments related to Meas. E Pleasant Oaks Park project
		Fiscal Year 2009/2010		3,000.00		3,000.00						
		Fiscal Year 2010/2011		0.00	0.00	0.00	0.00	0.00				
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00				
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
L	Omni		THIS LINE	959.00	0.00	0.00	959.00	0.00	f/			
		Fiscal Year 2009/2010										
		Fiscal Year 2010/2011		959.00			959.00					
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00				
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
M	Antai Solutions		THIS LINE	7,565.00	1,213.36	139.77	4,969.76	1,242.11	f/			
		Fiscal Year 2009/2010										
		Fiscal Year 2010/2011		2,975.00	977.36	139.77	1,746.99	110.88				
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00				
		Fiscal Year 2012/2013		4,590.00	236.00	0.00	3,222.77	1,131.23				
		Jul-Sep 2012		590.00	236.00	0.00	289.00	65.00				
		Oct-Dec 2012		4,000.00			2,933.77	1,066.23				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
		[NEW GROUP]										
N-1	RGA Environmental		THIS LINE	12,070.00	5,773.71	0.00	4,630.64	1,665.65	g/	Initial	11,450.00	Observation & inspection services for hazards abatement at 3 demolition sites
		Fiscal Year 2010/2011		11,450.00	5,100.00		4,600.00	1,750.00				
		Fiscal Year 2011/2012		620.00	673.71		30.64	(84.35)	m/	C.O. 1	620.00	Added work at Comm Ctr
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00				
										Total	12,070.00	
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
N-2	Millenium		THIS LINE	7,750.00	2,150.00	1,700.00	2,000.00	1,900.00	g /	Initial	9,650.00	Environmental site assessment services for all Meas. E projects
	Fiscal Year 2010/2011			7,750.00	2,150.00	1,700.00	2,000.00	1,900.00				
	Fiscal Year 2011/2012			0.00	0.00	0.00	0.00	0.00				
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				
N-3	Chandler Tree Removal		THIS LINE	11,620.00	0.00	0.00	6,970.00	4,650.00	f /			Meas. E site clearing (tree removal) services for Senior & Teen Center projects
	Fiscal Year 2010/2011			11,620.00			6,970.00	4,650.00				
	Fiscal Year 2011/2012			0.00	0.00	0.00	0.00	0.00				
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				
N-4	Hamilton Tree Service		THIS LINE	17,449.00	6,499.00	10,950.00	0.00	0.00	f /			Meas. E site clearing (tree removal) -- services for Community Center project
	Fiscal Year 2010/2011			3,499.00	3,499.00							
	Fiscal Year 2011/2012			0.00	0.00	0.00	0.00	0.00				
	Fiscal Year 2012/2013			13,950.00	3,000.00	10,950.00	0.00	0.00				
	Jul-Sep 2012			3,000.00	3,000.00	0.00	0.00	0.00				services for Community Center project
	Oct-Dec 2012			10,950.00	0.00	10,950.00	0.00	0.00				services for Pleasant Oaks Park project
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				
N-5	Associated Right of Way		THIS LINE	1,980.00	0.00	0.00	1,980.00	0.00	g /	Initial	6,000.00	Real estate & right of way services related to Meas. E projects
	Fiscal Year 2010/2011			1,980.00			1,980.00					
	Fiscal Year 2011/2012			0.00	0.00	0.00	0.00	0.00				
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				
N-6	Janus Corp		THIS LINE	40,555.00	16,618.18	0.00	22,356.65	1,580.17	g /	Initial	33,435.00	Hazardous materials abatement services for Meas. E projects
	Fiscal Year 2010/2011			20,646.11	10,312.73		9,360.95	972.43		C.O. 1	7,120.00	
	Fiscal Year 2011/2012			19,908.89	6,305.45	0.00	12,995.70	607.74				
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
										Total	40,555.00	
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE SIX					
N-7	Far West Sanitation		THIS LINE	7,547.06	0.00	0.00	5,535.36	2,011.70	h /			Temporary restroom facilities at Pleasant Hill park during Teen Center construction
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012		4,219.38	0.00	0.00	3,094.70	1,124.68				
		Fiscal Year 2012/2013		3,327.68	0.00	0.00	2,440.66	887.02				
		Jul-Sep 2012		2,949.07	0.00	0.00	2,162.97	786.10				
		Oct-Dec 2012		378.61			277.69	100.92				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-8	PARC Services, Inc.		THIS LINE	215,140.90	215,140.90	0.00	0.00	0.00	g /	Initial	216,000.00	Meas. E site clearing (demolition of existing Community Center) services
		Fiscal Year 2010/2011								C.O. 3	(859.00)	
		Fiscal Year 2011/2012		215,140.90	215,140.90	0.00	0.00	0.00				
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00				
										Total	215,141.00	
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-9	Architectural Energy Corp		THIS LINE	27,855.00	10,100.00	0.00	17,755.00	0.00	g /	Initial	32,000.00	CAL Green commissioning services for Meas. E project building systems
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012		15,534.41	9,000.00		6,534.41					
		Fiscal Year 2012/2013		12,320.59	1,100.00	0.00	11,220.59	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		11,220.59	0.00	0.00	11,220.59	0.00				
		Apr-Jun 2013		1,100.00	1,100.00	0.00	0.00	0.00				
		# 18687 Jun		1,100.00	1,100.00							
N-10	WRA Inc.		THIS LINE	19,094.66	9,177.94	1,396.76	6,591.98	1,927.98	g /	**Initial	8,900.00	Arborist services during construction of Meas. E Senior & Teen Center projects |** Effctv 7/21/11|
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012		10,869.85	3,049.89	0.00	6,078.28	1,741.68				
		Fiscal Year 2012/2013		8,224.81	6,128.05	1,396.76	513.70	186.30				
									n/	*Initial	5,850.00	Arborist services supporting Meas. E Community Center project
		Jul-Sep 2012		2,358.50	1,658.50		513.70	186.30				
		Oct-Dec 2012		1,271.28	1,271.28	0.00	0.00	0.00		C.O. 1	5,525.00	Non-bond task $125 is excluded from Meas. E authorized dollars
		Jan-Mar 2013		795.00	795.00	0.00	0.00	0.00				
		Apr-Jun 2013		3,800.03	2,403.27	1,396.76	0.00	0.00				
		# 18550 May		660.50	350.00	310.50				Total	11,375.00	
		# 18246 Mar		3,139.53	2,053.27	1,086.26						
										TOTAL ALL entrcts	20,275.00	

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								PAGE SEVEN				
N-11	Matriscope Enginrg Labs, Inc.		THIS LINE	102,946.20	38,604.78	0.00	39,550.12	24,791.30	g /	Initial	36,000.00	Special inspection materials testing services related to Meas. E Senior & Teen Center projects
	Fiscal Year 2010/2011											
	Fiscal Year 2011/2012			49,144.92			26,366.12	22,778.80				
	Fiscal Year 2012/2013			53,801.28	38,604.78	0.00	13,184.00	2,012.50		C.O. 3	29,485.00	Additional special testing
										Total	65,485.00	
	Jul-Sep 2012			0.00	0.00	0.00	0.00	0.00				
	Oct-Dec 2012			27,639.41	13,484.61	0.00	10,269.40	3,885.40		Initial	29,322.00	Special inspection materials testing services for Meas. E Community Ctr
	Jan-Mar 2013			25,802.17	25,120.17	0.00		682.00				
	Apr-Jun 2013			359.70	0.00	0.00	2,914.60	(2,554.90)				
	# 18470 May-1			(250.80)			(125.40)	(125.40)		C.O. 2	15,160.00	Additional special testing
	# 18470 May-2			610.50				610.50		Total	44,482.00	
	Adjustmt Jun			0.00			3,040.00	(3,040.00)				
									TOTAL ALL entrcts		109,967.00	
N-12	McInerey		THIS LINE	125,171.43	9,699.75	0.00	114,941.23	530.45	b /			Legal services related to Meas. E design and construction phases
	Fiscal Year 2010/2011											
	Fiscal Year 2011/2012			57,261.96	2,812.50		54,143.01	306.45				
	Fiscal Year 2012/2013			67,909.47	6,887.25	0.00	60,798.22	224.00				
	Jul-Sep 2012			13,704.25	4,449.75	0.00	9,030.50	224.00				
	Oct-Dec 2012			22,396.50	0.00	0.00	22,396.50	0.00				
	Jan-Mar 2013			29,249.50	562.50	0.00	28,687.00	0.00				
	Apr-Jun 2013			2,559.22	1,875.00	0.00	684.22	0.00				
	# 18471 May-1			585.86	562.50		23.36	0.00				
	# 18562 May-2			660.86			660.86	0.00				
	# 18665 Jun			1,312.50	1,312.50							
N-13	Stone Tree & Lndscp		THIS LINE	3,080.00	0.00	0.00	1,700.00	1,380.00	f /			Tree preservation services for Meas. E Community Center project
	Fiscal Year 2010/2011											
	Fiscal Year 2011/2012			3,080.00			1,700.00	1,380.00				
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				
N-14	TRUCREW Inc.		THIS LINE	16,625.00	0.00	0.00	16,625.00	0.00	g /	Initial	20,000.00	Excavation work related to connecting new Sen Ctr to sewer main on Gregory
	Fiscal Year 2010/2011											
	Fiscal Year 2011/2012			16,625.00			16,625.00					
	Fiscal Year 2012/2013			0.00	0.00	0.00	0.00	0.00				
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00				
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00				

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
N-15	GNU Group		THIS LINE	12,842.19	5,048.73	0.00	4,984.69	2,808.77			
		Fiscal Year 2010/2011							Plan Initial	4,400.00	Planning and design of building signage required for all Meas. E projects (excludes District only signage)
		Fiscal Year 2011/2012		12,196.56	5,048.73		4,601.19	2,546.64			
		Fiscal Year 2012/2013		645.63	0.00	0.00	383.50	262.13			
		Jul-Sep 2012		397.31			236.00	161.31			
		Oct-Dec 2012		248.32			147.50	100.82	Desgn Initial	13,832.00	
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			
									TOTAL ALL entrcts	18,232.00	
N-15A	Vomar [non-perform signage]										
		Sep 2012 Bid bond refund	THIS LINE	(5,426.00)			(3,541.00)	(1,885.00)			FY 2012/2013 transaction
N-16	W W Gregory		THIS LINE	1,045.00	1,045.00	0.00	0.00	0.00	f/		Right of way services related to Community Ctr proj
		Fiscal Year 2010/2011		0.00	0.00	0.00	0.00	0.00			
		Fiscal Year 2011/2012		1,045.00	1,045.00						
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00			
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00			
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			
N-17	Bellecci & Associates, Inc.		THIS LINE	9,610.83	2,600.83	3,950.00	3,060.00	0.00	f/ Initial	15,584.00	Technical assistance for Meas E project [stormwater pollution prevention]
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012		2,600.83	2,600.83	0.00	0.00	0.00			
		Fiscal Year 2012/2013		7,010.00	0.00	3,950.00	3,060.00	0.00			
		Jul-Sep 2012		3,060.00	0.00	0.00	3,060.00	0.00			
		Oct-Dec 2012		0.00	0.00	0.00	0.00	0.00			
		Jan-Mar 2013		2,392.00	0.00	2,392.00	0.00	0.00			
		Apr-Jun 2013		1,558.00	0.00	1,558.00	0.00	0.00			
		# 18504 May		1,558.00		1,558.00					
N-18	ICM		THIS LINE	23,476.24	0.00	0.00	23,476.24	0.00	f/		Install SR Ctr kitchen equipment
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012									
		Fiscal Year 2012/2013		23,476.24	0.00	0.00	23,476.24	0.00			
		Jul-Sep 2012		11,738.12	0.00	0.00	11,738.12	0.00			
		Oct-Dec 2012		11,738.12			11,738.12				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			

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							PAGE NINE				
N-19	Milani & Associates	THIS LINE		8,198.00	7,014.00	0.00	869.00	315.00	f/		Survey & related eng. tasks Comm Ctr
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			8,198.00	7,014.00	0.00	869.00	315.00			
	Jul-Sep 2012			1,650.00	1,650.00	0.00	0.00	0.00			
	Oct-Dec 2012			2,136.00	2,136.00						
	Jan-Mar 2013			1,998.00	814.00	0.00	869.00	315.00			
	Apr-Jun 2013			2,414.00	2,414.00	0.00	0.00	0.00			
	# 18473 May			2,414.00	2,414.00						
N-20	Pacific General Engineering	THIS LINE		124,094.79	0.00	0.00	76,631.73	47,463.06	q/	Small Cntrts	Nine specific tasks Sr &/or Tn Ctrs for concrete paving, curbs & other work.
	Fiscal Year 2010/2011									1 - May	4,414.50
	Fiscal Year 2011/2012									C.O. 1	1,248.50
	Fiscal Year 2012/2013			124,094.79	0.00	0.00	76,631.73	47,463.06		1 - Sep	24,600.00
										3 - Oct	28,747.00
	Jul-Sep 2012			33,053.00			26,263.00	6,790.00		1 - Nov	4,170.00
	Oct-Dec 2012			59,938.13			27,374.73	32,563.40		2 - Dec	22,283.14
	Jan-Mar 2013			31,103.66			28,994.00	2,109.66		Subtotal	85,463.14
	Apr-Jun 2013			0.00			(6,000.00)	6,000.00			
	Adjust May			0.00			(3,000.00)	3,000.00		Three C.O.s	
	Adjust Jun			0.00			(3,000.00)	3,000.00		Jan 2013	13,879.09
										Mar 2013	19,330.00
										C.O. 1	5,423.00
										Total	124,095.00
N-21	Anderson Carpets	THIS LINE		31,862.00	0.00	0.00	31,862.00	0.00	p/		Floor covering SR Ctr multipurpose rm
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			31,862.00	0.00	0.00	31,862.00	0.00			
	Jul-Sep 2012			0.00	0.00	0.00	0.00	0.00			
	Oct-Dec 2012			16,164.00	0.00	0.00	16,164.00	0.00			
	Jan-Mar 2013			15,698.00	0.00	0.00	15,698.00	0.00			
	Apr-Jun 2013			0.00	0.00	0.00	0.00	0.00			
N-22	Aquatech Consultancy Inc.	THIS LINE		14,128.75	0.00	0.00	12,128.75	2,000.00	p/	Initial	4,850.00	Water test services SR & TN Ctrs
	Fiscal Year 2010/2011									C.O. 2	8,421.00
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			14,128.75	0.00	0.00	12,128.75	2,000.00		Total	13,271.00
	Jul-Sep 2012				0.00	0.00	0.00	0.00			
	Oct-Dec 2012			10,270.56	0.00	0.00	8,270.56	2,000.00			
	Jan-Mar 2013			3,858.19	0.00	0.00	3,858.19	0.00			
	Apr-Jun 2013			0.00	0.00	0.00	0.00	0.00			

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							PAGE TEN					
N-23	Bay Alarm		THIS LINE	32,459.72	1,722.00	0.00	16,737.52	14,000.20	p/	Initial	23,737.00	CCTV & alarm SR & TN Ctrs
										C.O. 1	222.81	Added equipmt incl sales tax
										Total	23,959.81	
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		32,459.72	1,722.00	0.00	16,737.52	14,000.20		Initial	5,692.00	Required fire alarm SR & Tn Ctrs
										C.O. 1	1,085.91	Added equipmt incl sales tax
										Total	6,777.91	
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00				
		Oct-Dec 2012		30,737.72			16,737.52	14,000.20				
		Jan-Mar 2013		0.00	0.00	0.00	0.00	0.00		TOTAL ALL entrcts	30,737.72	
		Apr-Jun 2013			1,722.00	0.00	0.00	0.00				
		# 18503 May		861.00	861.00							
		# 18556 Jun		861.00	861.00							
N-24	J & R Fence		THIS LINE	6,745.00	0.00	0.00	4,471.00	2,274.00	p/			
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		6,745.00	0.00	0.00	4,471.00	2,274.00				Temporary fence SR and TN Ctr
		Jul-Sep 2012		6,745.00			4,471.00	2,274.00				
		Oct-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-25	National Construction Rentals		THIS LINE	3,120.52	0.00	0.00	3,120.52	0.00	p/			Restore fence SR Ctr
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		3,120.52	0.00	0.00	3,120.52	0.00				
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00				
		Oct-Dec 2012		3,120.52	0.00	0.00	3,120.52	0.00				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-26	Parker Communications		THIS LINE	24,663.94	9,948.48	0.00	12,021.08	2,694.38	p/	Initial	20,726.00	Deposit & bal install phone system and equipment for Comm, SR and TN Ctrs
										Ltr change	3,937.94	Add applic sales tx & upgrades for Meas. E portion
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		24,663.94	9,948.48	0.00	12,021.08	2,694.38				
										Total	24,663.94	
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00				
		Oct-Dec 2012		24,663.94	9,948.48		12,021.08	2,694.38				
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00				

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE ELEVEN				
N-27	PCCI		THIS LINE	10,834.78	0.00	0.00	10,834.78	0.00	f/		Support services to legal team
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012									
		Fiscal Year 2012/2013		10,834.78	0.00	0.00	10,834.78	0.00			
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00			
		Oct-Dec 2012		2,224.34	0.00	0.00	2,224.34	0.00			
		Jan-Mar 2013		4,233.75	0.00	0.00	4,233.75	0.00			
		Apr-Jun 2013		4,376.69			4,376.69				
		# 18478 May-1 [3-31 inv.]					4,376.00				
		# 18478 May-2					0.69				
N-28	R-Computer		THIS LINE	1,128.78	424.26	0.00	567.52	137.00	p/		Computer for security & HVAC systms in Meas. E project buildings
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012									
		Fiscal Year 2012/2013		1,128.78	424.26	0.00	567.52	137.00			
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00			
		Oct-Dec 2012		1,128.78	424.26	0.00	567.52	137.00			
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			
N-29	Spinitar [Prsntn Products, Inc.]		THIS LINE	90,427.89	0.00	0.00	72,049.97	18,377.92	p/	Initial 124,719.90	Audio-video equipment & installation for SR and TN Ctrs -- [INCLUDES NON MEAS. E AUTHRZD DOLLARS]
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012									
		Fiscal Year 2012/2013		90,427.89	0.00	0.00	72,049.97	18,377.92			
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00			
		Oct-Dec 2012		73,421.15	0.00	0.00	50,172.49	23,248.66			
		Jan-Mar 2013		12,858.29	0.00	0.00	17,729.03	(4,870.74)			
		Apr-Jun 2013		4,148.45	0.00	0.00	4,148.45	0.00			
		## 7959 Apr		4,148.45			4,148.45				
N-30	Subtronic Corp		THIS LINE	3,978.75	0.00	2,318.75	1,660.00	0.00	p/		
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012									
		Fiscal Year 2012/2013		3,978.75	0.00	2,318.75	1,660.00	0.00			
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00			
		Oct-Dec 2012		1,660.00			1,660.00				
		Jan-Mar 2013		2,318.75	0.00	2,318.75	0.00	0.00			
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00			

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Pisnt Oaks Pk	Sen Ctr	Teen Ctr		Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
N-31	Acoustic Specialties		THIS LINE	18,445.00	0.00	0.00	18,445.00	0.00	p/	Initial	6,016.00	Sound dampening Sr Ctr
										C.O. 2	13,448.00	
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		18,445.00	0.00	0.00	18,445.00	0.00		Total	19,464.00	
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		18,445.00	0.00	0.00	18,445.00	0.00				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-32	Ellis & Ellis		THIS LINE	74,850.60	0.00	0.00	48,847.97	26,002.63	p/			Fabricate/ install signage
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		74,850.60	0.00	0.00	48,847.97	26,002.63				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		74,850.60	0.00	0.00	48,847.97	26,002.63				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-33	First Digital Solutions		THIS LINE	2,639.75	0.00	0.00	2,639.75	0.00	p/			
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		2,639.75	0.00	0.00	2,639.75	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		2,639.75	0.00	0.00	2,639.75	0.00				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-34	Woodwork Insurance Inspections		THIS LINE	1,700.00	0.00	0.00	1,700.00	0.00	p/			
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		1,700.00	0.00	0.00	1,700.00	0.00				
							1,700.00					
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		1,700.00	0.00	0.00	1,700.00	0.00				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				
N-35	Wulff, R		THIS LINE	9,000.00	0.00	0.00	9,000.00	0.00	p/			
		Fiscal Year 2010/2011										
		Fiscal Year 2011/2012										
		Fiscal Year 2012/2013		9,000.00	0.00	0.00	9,000.00	0.00				
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00				
		Jan-Mar 2013		9,000.00	0.00	0.00	9,000.00	0.00				
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00				

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Pisnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
								PAGE THIRTEEN			
N-36	Pacific Metro Electric, Inc.		THIS LINE	4,729.14	0.00	0.00	4,729.14	0.00	p/		Required to assist sound damping work
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			4,729.14	0.00	0.00	4,729.14	0.00			
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00			
	Jan-Mar 2013			0.00	0.00	0.00	0.00	0.00			
	Apr-Jun 2013			4,729.14	0.00	0.00	4,729.14	0.00			
	# 18536 May			4,729.14			4,729.14				
	[OTHER ACTIVITIES]										
P	Small Payments under $250		THIS LINE	19,929.07	5,524.19	1,285.07	7,794.50	5,325.31			
	Fiscal Year 2009/2010			901.76	127.33	48.50	472.78	253.15			
	Fiscal Year 2010/2011			5,705.04	1,744.66	58.32	2,515.12	1,386.94			
	Fiscal Year 2011/2012			10,764.17	2,836.80	73.33	4,252.01	3,602.03			
	Fiscal Year 2012/2013			2,558.10	815.40	1,104.92	554.59	83.19			
	Jul-Sep 2012			806.35	294.19	189.82	322.34	0.00			
	Oct-Dec 2012			893.03	385.48	192.11	232.25	83.19			
	Jan-Mar 2013			697.36	135.73	561.63	0.00	0.00			
	Apr-Jun 2013			161.36	0.00	161.36	0.00	0.00			
	# 18371 Apr			161.36		161.36					
	Q-- PYMTS/FEES $250 OR MORE										
Q-1	General		THIS LINE	97,569.59	52,492.79	1,663.13	35,315.52	8,098.15			
	Fiscal Year 2009/2010			900.00	300.00		300.00	300.00			
	Fiscal Year 2010/2011			22,585.54	4,627.60	47.22	15,661.73	2,248.99			
	Fiscal Year 2011/2012			44,234.89	32,992.49		8,467.16	2,775.24			
	Fiscal Year 2012/2013			29,849.16	14,572.70	1,615.91	10,886.63	2,773.92			
	Jul-Sep 2012			13,088.96	7,817.32	500.00	4,451.66	319.98			
	Oct-Dec 2012			10,091.60	6,285.57		1,352.09	2,453.94			
	Jan-Mar 2013			6,173.81	469.81	621.12	5,082.88	0.00			
	Apr-Jun 2013			494.79	0.00	494.79	0.00	0.00			
	#18273 Apr			373.16		373.16					
	#18516 May			121.63		121.63					
Q-2	City PH		THIS LINE	141,650.00	60,201.94	20,791.49	46,856.62	13,799.95			
	Fiscal Year 2009/2010			50,000.00	19,201.52	9,315.59	17,300.38	4,182.51			
	Fiscal Year 2010/2011			31,450.00	11,472.00	4,659.00	11,236.49	4,082.51			
	Fiscal Year 2010/2011--Eq			12,200.00	12,200.00						
	Fiscal Year 2011/2012			30,000.00	11,472.00	4,659.00	10,173.00	3,696.00			
	Fiscal Year 2012/2013			18,000.00	5,856.42	2,157.90	8,146.75	1,838.93			
	Jul-Sep 2012			0.00	0.00	0.00	0.00	0.00			
	Oct-Dec 2012			18,000.00	5,856.42	2,157.90	8,146.75	1,838.93			
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00			

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	General Ledger Name	Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
Q-3	Contra Costa County	THIS LINE		19,543.70	8,334.00	0.00	6,159.95	5,049.75			
	Fiscal Year 2009/2010										
	Fiscal Year 2010/2011			8,741.50			4,308.25	4,433.25			
	Fiscal Year 2011/2012			8,106.20	5,914.00		2,192.20				
	Fiscal Year 2012/2013			2,696.00	2,420.00	0.00	(340.50)	616.50			
	Jul-Sep 2012			1,532.00	1,532.00	0.00	0.00	0.00			
	Oct-Dec 2012			1,504.50	888.00			616.50			
	Jan-Mar 2013			0.00	0.00	0.00	0.00	0.00			
	Apr-Jun 2013			(340.50)	0.00	0.00	(340.50)	0.00			
	Adjust for refund May			(340.50)			(340.50)				
Q-4	CA EPA & Water Res. Bd	THIS LINE		1,940.50	200.00	853.00	652.50	235.00			
	Fiscal Year 2009/2010										
	Fiscal Year 2010/2011			375.00			275.00	100.00			
	Fiscal Year 2011/2012			512.50			377.50	135.00			
	Fiscal Year 2012/2013			1,053.00	200.00	853.00	0.00	0.00			
	Jul-Sep 2012			200.00	200.00	0.00	0.00	0.00			
	Oct-Dec 2012			0.00	0.00	0.00	0.00	0.00			
	Jan-Mar 2013			853.00	0.00	853.00	0.00	0.00			
	Apr-Jun 2013			0.00	0.00	0.00	0.00	0.00			
Q-5	Central San	THIS LINE		68,851.55	2,789.00	0.00	54,175.67	11,886.88			
	Fiscal Year 2009/2010										
	Fiscal Year 2010/2011			69,062.55			57,175.67	11,886.88			
	Fiscal Year 2011/2012			(2,550.00)	450.00		(3,000.00)				
	Fiscal Year 2012/2013			2,339.00	2,339.00	0.00	0.00	0.00			
	Jul-Sep 2012			2,339.00	2,339.00	0.00	0.00	0.00			
	Oct-Dec 2012			0.00	0.00	0.00	0.00	0.00			
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00			
Q-6	Fire Districts	THIS LINE		8,456.98	3,119.30	0.00	3,161.09	2,176.59			
	Fiscal Year 2009/2010										
	Fiscal Year 2010/2011			5,122.68			2,946.09	2,176.59			
	Fiscal Year 2011/2012			3,119.30	3,119.30						
	Fiscal Year 2012/2013			215.00	0.00	0.00	215.00	0.00			
	Jul-Sep 2012			0.00	0.00	0.00	0.00	0.00			
	Oct-Dec 2012			215.00	0.00	0.00	215.00	0.00			
	Jan-Jun 2013			0.00	0.00	0.00	0.00	0.00			
Q-7	Flood Cntrl	THIS LINE		43,881.00	4,500.00	29,381.00	10,000.00	0.00			
	Fiscal Year 2009/2010										
	Fiscal Year 2010/2011			10,000.00			10,000.00				
	Fiscal Year 2011/2012			4,500.00	4,500.00						
	Fiscal Year 2012/2013			29,381.00	0.00	29,381.00	0.00	0.00			
	Jul-Dec 2012			0.00	0.00	0.00	0.00	0.00			
	Jan-Mar 2013			29,381.00	0.00	29,381.00	0.00	0.00			
	Apr-Jun 2013			0.00	0.00	0.00	0.00	0.00			

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
								PAGE FIFTEEN			
Q-8	Contra Costa Water		THIS LINE	304,845.62	119,679.00	0.00	135,646.43	49,520.19			
		Fiscal Year 2009/2010									
		Fiscal Year 2010/2011		10,000.00			7,334.43	2,665.57			
		Fiscal Year 2011/2012		296,794.00	119,679.00		129,903.71	47,211.29			
		Fiscal Year 2012/2013		(1,948.38)	0.00	0.00	(1,591.71)	(356.67)			
		Jul-Sep 2012		(1,948.38)	0.00	0.00	(1,591.71)	(356.67)			
		Oct-Dec 2012		0.00	0.00	0.00	0.00	0.00			
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			
Q-9	Pacific Gas & Elec.		THIS LINE	41,466.00	30,266.00	1,200.00	7,334.43	2,665.57			
		Fiscal Year 2009/2010									
		Fiscal Year 2010/2011		10,000.00			7,334.43	2,665.57			
		Fiscal Year 2011/2012		30,266.00	30,266.00						
		Fiscal Year 2012/2013		1,200.00	0.00	1,200.00	0.00	0.00			
		Jul-Sep 2012		0.00	0.00	0.00	0.00	0.00			
		Oct-Dec 2012		200.00	0.00	200.00	0.00	0.00			
		Jan-Mar 2013		1,000.00	0.00	1,000.00	0.00	0.00			
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00			
	MEMO TOTAL ALL "Q"		THIS LINE	728,204.94	281,582.03	53,888.62	299,302.21	93,432.08			
		Fiscal Year 2009/2010		50,900.00	19,501.52	9,315.59	17,600.38	4,482.51			
		Fiscal Year 2010/2011		179,537.27	28,299.60	4,706.22	116,272.09	30,259.36			
		Fiscal Year 2011/2012		414,982.89	208,392.79	4,659.00	148,113.57	53,817.53			
		Fiscal Year 2012/2013		82,784.78	25,388.12	35,207.81	17,316.17	4,872.68			
R	Relocating costs except ADP		THIS LINE	20,126.55	8,304.42	0.00	11,822.13	0.00			Temporary property storage costs pending completion of Senior & Community Center projects
		Fiscal Year 2009/2010									
		Fiscal Year 2010/2011		9,971.65	2,145.65		7,826.00				
		Fiscal Year 2011/2012		4,947.49	3,095.79		1,851.70				
		Fiscal Year 2012/2013		5,207.41	3,062.98	0.00	2,144.43	0.00			
		Jul-Sep 2012		1,849.74	1,210.84	0.00	638.90	0.00			
		Oct-Dec 2012		1,390.54	530.42		860.12				
		Jan-Mar 2013		1,169.64	600.18	0.00	569.46	0.00			
		Apr-Jun 2013		797.49	721.54	0.00	75.95	0.00			
		#18287 Apr-1		75.95			75.95				
		#18346 Apr-2		189.88	189.88						
		#18407 May-1		189.88	189.88						
		#18475 May-2		75.95	75.95						
		#18589 Jun-1		189.88	189.88						
		#18589 Jun-2		75.95	75.95						
S	M. Wojcik- Relocating ADP		THIS LINE	32,361.99	19,394.64	360.50	11,653.99	952.86			
		Fiscal Year 2009/2010									
		Fiscal Year 2010/2011		32,361.99	19,394.64	360.50	11,653.99	952.86			
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00			
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00			
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00			
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
							PAGE SIXTEEN				
T	Trench to SC- eq rent/mtls		THIS LINE	5,088.15	0.00	0.00	5,088.15	0.00			
		Fiscal Year 2009/2010									
		Fiscal Year 2010/2011		5,088.15			5,088.15				
		Fiscal Year 2011/2012		0.00	0.00	0.00	0.00	0.00			
		Fiscal Year 2012/2013		0.00	0.00	0.00	0.00	0.00			
		Jul-Dec 2012		0.00	0.00	0.00	0.00	0.00			
		Jan-Jun 2013		0.00	0.00	0.00	0.00	0.00			
		|CONSTRUCTION|									
U	McFadden Construction		THIS LINE	9,144,787.22	0.00	0.00	6,781,579.94	2,363,207.28	Initial		Lump-sum cost construction of Meas. E Senior & Teen Center projects. Work began July 2011.
									w/o CO 1	10,027,750.00	
									C.O. 2-7	(249,344.00)	
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012		6,561,402.48	0.00	0.00	4,444,698.10	2,116,704.38	C.O. 8-22	285,451.00	
		Fiscal Year 2012/2013		2,583,384.74	0.00	0.00	2,336,881.84	246,502.90	C.O. 23-30	5,430.00	
									BD Settlement	150,000.00	
		Jul-Sep 2012		2,105,171.76	0.00	0.00	1,761,194.10	343,977.66			
		Oct-Dec 2012		239,941.72			146,950.57	92,991.15			
		Jan-Mar 2013		273,439.81			273,439.81		k/ Total	10,219,287.00	
		Apr-Jun 2013		(35,168.55)	0.00	0.00	155,297.36	(190,465.91)			
		Adjustment Jun-1		0.00			155,297.36	(155,297.36)	With CO1	150,000.00	
		Adjustment Jun-2		(35,168.55)				(35,168.55)	Total	10,369,287.00	
U-1	Bank of Sacramento Escrow 10%		THIS LINE	1,003,511.89	0.00	0.00	719,115.90	284,395.99			Senior & Teen Center construction contract requires ten percent be withheld from approved and paid construction invoices and remitted to an Escrow holder.
		Fiscal Year 2010/2011									
		Fiscal Year 2011/2012		730,221.04			494,329.04	235,892.00			
		Fiscal Year 2012/2013		273,290.85	0.00	0.00	224,786.86	48,503.99			
		Jul-Sep 2012		233,963.27	0.00	0.00	196,514.90	37,448.37			
		Oct-Dec 2012		27,172.48			16,116.86	11,055.62			
		Jan-Mar 2013		12,155.10	0.00	0.00	12,155.10	0.00			
		Apr-Jun 2013		0.00	0.00	0.00	0.00	0.00			
	MEMO Total McFadden & Escrow			10,183,467.66	0.00	0.00	7,345,398.48	2,838,069.18			
	|WITHOUT CHANGE ORDER #01|									
		Fiscal Year 2011/2012		7,291,623.52	0.00	0.00	4,939,027.14	2,352,596.38			
		Jul-Sep 2012 |FY 2013|		2,339,135.03		1,957,709.00	381,426.03			
		Oct-Dec 2012 |FY 2013|		267,114.20		163,067.43	104,046.77			
		Jan-Mar 2013				285,594.91		285,594.91	0.00		
		Apr-Jun 2013				(35,168.55)		155,297.36	(190,465.91)		

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
	[CONSTRUCTION] cont.										
V	D L Falk Construction, Inc.	THIS LINE		4,221,601.22	4,221,601.22	0.00	0.00	0.00	Initial	8,222,500.00	Lump-sum cost construction of Meas. E Community Center Project. Agreement dated 7/26/12. Work commenced August 2012
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			4,221,601.22	4,221,601.22	0.00	0.00	0.00	C.O. 1-11	137,440.49	
	Jul-Sep 2012			400,656.13	400,656.13	0.00	0.00	0.00			
	Oct-Dec 2012			691,544.29	691,544.29	0.00	0.00	0.00	Total	8,359,940.49	
	Jan-Mar 2013			1,458,407.13	1,458,407.13	0.00	0.00	0.00			
	Apr-Jun 2013			1,670,993.67	1,670,993.67	0.00	0.00	0.00			
	#18387 Apr			465,460.99	465,460.99	0.00	0.00	0.00			
	#18517 May			305,196.53	305,196.53	0.00	0.00	0.00			
	#18517 Jun-1			190,223.53	190,223.53	0.00	0.00	0.00			
	#18569 Jun-2			710,112.62	710,112.62	0.00	0.00	0.00			
V-1	Calif. Bank of Commerce Escrow [5%]	THIS LINE		222,189.54	222,189.54	0.00	0.00	0.00			Community Center construction contract [CO #02] requires five percent be withheld from approved and paid construction invoices and remitted to an Escrow holder.
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			222,189.54	222,189.54	0.00	0.00	0.00			
	Jul-Sep 2012			21,087.16	21,087.16	0.00	0.00	0.00			
	Oct-Dec 2012			36,397.07	36,397.07	0.00	0.00	0.00			
	Jan-Mar 2013			76,758.27	76,758.27	0.00	0.00	0.00			
	Apr-Jun 2013			87,947.04	87,947.04	0.00	0.00	0.00			
	#18375 Apr			24,497.95	24,497.95	0.00	0.00	0.00			
	#18507 May			16,062.98	16,062.98	0.00	0.00	0.00			
	#18507 Jun-1			10,011.77	10,011.77	0.00	0.00	0.00			
	#18560 Jun-2			37,374.34	37,374.34	0.00	0.00	0.00			
	MEMO Total D L Falk & Escrow			4,443,790.76	4,443,790.76	0.00	0.00	0.00			
	Jul-Sep 2012 [FY 2013]			421,743.29	421,743.29	0.00	0.00	0.00			
	Oct-Dec 2012 [FY 2013]			727,941.36	727,941.36	0.00	0.00	0.00			
	Jan-Mar 2013 [FY 2013]			1,535,165.40	1,535,165.40	0.00	0.00	0.00			
	Apr-Jun 2013 [FY 2013]			1,758,940.71	1,758,940.71	0.00	0.00	0.00			
W	Goodland Landscape Construction Inc.	THIS LINE		377,157.17	0.00	377,157.17	0.00	0.00	Initial	3,260,000.00	Clearing/regrading site; installing irrigation & athletic structures; adding curb & road work including parking
	Fiscal Year 2010/2011										
	Fiscal Year 2011/2012										
	Fiscal Year 2012/2013			377,157.17	0.00	377,157.17	0.00	0.00	C.O. 2	158,785.28	
	Jul 2012-Mar 2013			0.00	0.00	0.00	0.00	0.00			
	Apr-Jun 2013			377,157.17	0.00	377,157.17	0.00	0.00	Total	3,418,785.28	
	#18580 Jun			377,157.17		377,157.17					
W-1	District Withheld Amounts [5%] from Approved Goodland invoices	THIS LINE		19,850.38	0.00	19,850.38	0.00	0.00	r/		Pleasant Oaks Park construction contract provides for District to withhold five percent from approved Goodland Landscape invoices [Held with remaining Meas E funds to pay future project invoices]
	Fiscal Year 2012/2013			19,850.38	0.00	19,850.38	0.00	0.00			
	Apr-Jun 2013					19,850.38					
	#18580 Jun			19,850.38		19,850.38					

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
	|CONSTRUCTION| cont.										
	MEMO Total Goodland Landscape approved invoices for current completed work										|Total incl District withheld amount|
	Apr-Jun 2013			397,007.55		397,007.55			r/		|Also total for FY 2012/2013|
	General Ledger Adjustments										
	FY 2009/2010-- Reallocate			0.00	(19.81)	869.69	188.75	(1,038.63)			
	TOTAL ALL "Key" Orgztns	THIS LINE		21,665,110.08	6,947,824.30	828,253.21	10,281,813.52	3,607,219.05			
	Fiscal Year 2009/2010			446,837.77	171,306.34	47,950.17	165,619.96	61,961.30			
	Fiscal Year 2010/2011			1,596,948.14	327,795.70	8,002.68	912,231.30	348,918.46			
	Fiscal Year 2011/2012			9,925,656.79	1,259,676.94	52,742.81	5,912,195.39	2,701,041.65			
	Fiscal Year 2012/2013			9,695,667.38	5,189,045.32	719,557.55	3,291,766.87	495,297.64			
	Measure E Expenditures										
	July to September 2012										
	Listed Analysis Above |pgs 1-17|			3,269,626.71	643,152.68	54,956.75	2,138,212.38	433,304.90			
	Recorded in General Ledger			3,269,626.71	643,152.68	54,956.75	2,138,212.38	433,304.90			
	Differences			0.00	0.00	0.00	0.00	0.00			
	October to December 2012										
	Listed Analysis Above |pgs 1-17|			1,618,381.14	911,570.37	43,070.48	444,802.59	218,937.70			
	Recorded in General Ledger			1,618,381.14	911,570.37	43,070.48	444,802.59	218,937.70			
	Differences			0.00	0.00	0.00	0.00	0.00			
	January to March 2013										
	Listed Analysis Above |pgs 1-17|			2,463,857.10	1,749,490.24	151,833.84	534,063.63	28,469.39			
	Recorded in General Ledger			2,463,857.10	1,749,490.24	151,833.84	534,063.63	28,469.39			
	Differences			0.00	0.00	0.00	0.00	0.00			
	April to June 2013										
	Listed Analysis Above |pgs 1-17|			2,343,802.43	1,884,832.03	469,696.48	174,688.27	(185,414.35)			
	Recorded in General Ledger			2,343,802.43	1,884,832.03	469,696.48	174,688.27	(185,414.35)			
	Differences			(0.00)	0.00	0.00	0.00	(0.00)			
	RECAP										
	SIX MOS 1-1-13 to 6-30-13			4,807,659.53	3,634,322.27	621,530.32	708,751.90	(156,944.96)			
	FY up to 3-31-13			7,351,864.95	3,304,213.29	249,861.07	3,117,078.60	680,711.99			
	Fiscal Year Ended 6-30-13			9,695,667.38	5,189,045.32	719,557.55	3,291,766.87	495,297.64			

COMMENT

Measure E Expenditures per
Independent Accountant's Report
for FY 2009/2010 is $ 446,838.
for FY 2010/2011 is $1,596,948.
for FY 2011/2012 is $9,925,657.
for FY 2012/2013 is not available

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

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Notes

a / Contractor Haag is continuing Measure E work for the District at the Pleasant Oaks Park site | sound mitigation study and reporting|

b / Legal adviser work is arranged as needed on a continuing basis at an agreed rate per hour.

c / District has separate agreements for the Senior/Teen Center projects and for the Community Center project and a new contract scope for all three projects effective June 23, 2011. Payments to PRA from Measure E funds have remained within authorized amounts during current BOC reporting period |January -June 2013|.

d / |Footnote no longer needed |Janus|

e / Non Measure E expenditure discovered after close of FY 2009/2010 was corrected in general ledger the following fiscal year. Minor services in FY 2009/2010 arranged by email and telephone under agreement existing before Measure E voter approval. PH Rec Board approved new Contract 2-9-2012 for $248,750 with Abbey Arnold for planning/design of Pleasant Oaks Park.

f / Minor services arranged by email and telephone and invoiced upon completion of work including N-3, N-4 and N-13.

g / New 2011 contracts entered into-- N-1 Jan20, N-2 Oct 29, N-5 Apr 5, N-6 May 5, N-9 Jul 14, N-10 Jul 21, N-11 Jul 14, N-14 Jul 11, and N-15 (two agreemts) Oct 10 and Dec 1. Contract N-8 Sep 15 for demolition work commenced in Oct and finished in Dec 2011.

h / Minor temporary restroom services |N-7| during Senior/Teen Center project construction arranged by email and telephone.

j / Independent Contractor agreement effective April 26, 2008 continued to December 31, 2010 for telecommunication services for the District including support to Measure E projects as assigned and at agreed hourly rates.

k / Senior Center project work related to Change Order No. 1--Bocce courts and Horseshoe pit for $150,000 is funded by non-Measure E funds and is noted separate from the authorized Meas. E contract amount. Total authorized |all funds| $10,369,287.

m / |Footnote no longer needed |RGA Environmental|

n/ |Footnote no longer needed |WRA, Inc.|

p/ New 2012 and later contracts - Anderson Carpet Oct xx; Aquatech Consultancy, Inc. Sep 26; Bay Alarm Nov 1; J & R Fence Sep xx National Construction Rentals Oct xx; Parker Communications Dec 3; PCCI Oct 18; R-Computer Oct 30; Spinitar Jul 31; Subtronic |various- May, Aug, Nov|; Acoustic Specialties | |; Ellis & Ellis | |; First Digital Solutions | |; Woodwork Insurance Inspections | |; R. Wulff | |; and Pacific Metro Electric, Inc. | |

q/ New 2012 contracts with Pacific General Engineering |eight from May to Dec with change orders including three in January 2013 and one in March 2013.

r/ All remaining Measure E funds are invested until used to pay invoices. Ninety-five percent of June 2013 invoice approved for $397,007.55 was paid to contractor. $19,850.38 of remaining Meas. E funds |five percent of invoice| is held by District as guaranty of contractor's work performance and is not available to pay for other Meas. E project work.

MEASURE E EXPENDITURE PAYMENTS TO CONTRACTOR/CONSULTANT ORGANIZATIONS SERVING THE BOND MEASURE CONSTRUCTION PROJECTS

At June 30, 2013 FINAL

Key	Name	General Ledger Expenditures	Accum. Dollars Paid	Total Dollars Paid	Measure E Expenditures by Project: Comm Ctr	Plsnt Oaks Pk	Sen Ctr	Teen Ctr	Initial & Added Amt thru C.O #	Authorized Contract Dollars	WORK SCOPE
MEMO COMPUTATIONS											
	Jan-Mar 2013 thru pg 12				213,119.12	119,417.09	242,816.38	28,469.39			
	Jan-Mar 2013 pg 13 to pg17				1,536,371.12	32,416.75	291,247.25	0.00			
	TOTAL			2,463,857.10	1,749,490.24	151,833.84	534,063.63	28,469.39			
	Apr-Jun 2013 thru pg 10				125,169.78	72,032.78	6,401.18	5,051.56			
	Apr-Jun 2013 pg 11 to pg17				1,759,662.25	397,663.70	168,287.09	(190,465.91)			
	TOTAL			2,343,802.43	1,884,832.03	469,696.48	174,688.27	(185,414.35)			
MEMO COMPUTATIONS											
	FY 2012/2013										
	Pages one to eleven			1,796,278.70	715,988.06	286,237.27	624,721.12	169,332.25			
	Pages 12 to 13 |Org N-31 to N-36|			111,364.49	0.00	0.00	85,361.86	26,002.63			
	Page |rest of| 13 to End			7,788,024.19	4,473,057.26	433,320.28	2,581,683.89	299,962.76			
	TOTAL			9,695,667.38	5,189,045.32	719,557.55	3,291,766.87	495,297.64			

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #5 – October 10, 2013 Board Meeting

Fundraising Report

Staff will give an update on fundraising activities. Recreation Supervisor Kendra Luke will be on hand to give an update on Wine, Women and Shoes.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #6 – October 10, 2013 Board Meeting

Updates on Bond Projects

- **Senior Center**
- **Community Center**
- **Pleasant Oaks Park**

The General Manager and staff will give updates on the bond projects.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #9 – October 10, 2013 Board Meeting

Consent Calendar (ACTION)

a. **To Approve Bills to be Paid**
b. **To Approve Minutes of July 25, 2013**
c. **To Approve Resolution 2013-10-10A, Transferring Monies from the Park Landscape Assessment Fund for Assessment Districts 1-5 to the General Fund**
d. **To Approve Resolution 2013-10-10B, Transferring Monies from the Landscaping & Lighting District #6 to the General Fund**

Pleasant Hill
julie

Accounts Payable
Computer Check Register Totals

Printed: 10/03/13 14:51

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18939	10/10/2013	AEC	Architectural Energy Coporatio	2,400.00	000000
18940	10/10/2013	Aflac	Aflac	88.40	000000
18941	10/10/2013	AmerSta	American Stage Tours	2,964.00	000000
18942	10/10/2013	AmFid	American Fidelity	2,442.80	000000
18943	10/10/2013	Antai	Antai Solutions LLC	6,859.00	000000
18944	10/10/2013	BayAlar	Bay Alarm Company	1,302.30	000000
18945	10/10/2013	BelAsso	Bellecci & Associates, Inc.	2,772.00	000000
18946	10/10/2013	BerBob	Robert B. Berggren	350.00	000000
18947	10/10/2013	BillAce	Bill's Ace Hardware	771.91	000000
18948	10/10/2013	Bomac	Bomac's, Inc.	1,380.75	000000
18949	10/10/2013	BonaSan	Sandra Bonato	400.00	000000
18950	10/10/2013	CaliBan	California Bank of Commerce	34,708.06	000000
18951	10/10/2013	CassGen	Genesis Cassidy	10.00	000000
18952	10/10/2013	CCC	County Of Contra Costa	15.67	000000
18953	10/10/2013	CCPhon	Contra Costa Phone Service	220.00	000000
18954	10/10/2013	CCTimes	Contra Costa Times	105.60	000000
18955	10/10/2013	CCWat	Contra Costa Water District	143.61	000000
18956	10/10/2013	Cleansou	Cleansource	178.90	000000
18957	10/10/2013	Cole	Cole Supply Co., Inc.	169.35	000000
18958	10/10/2013	CommPool	Commercial Pool Systems, Inc.	431.77	000000
18959	10/10/2013	ConSoft	Concord Softball Umpires	12,760.00	000000
18960	10/10/2013	Cresco	Cresco Equipment Rentals	200.74	000000
18961	10/10/2013	Critical	Critical Solutions, Inc	49,894.10	000000
18962	10/10/2013	Dahlin	Dahlin Group	6,816.00	000000
18963	10/10/2013	Danv	Danville, Town of	3,820.07	000000
18964	10/10/2013	Desacar	Carol Nelson Desaulniers	100.00	000000
18965	10/10/2013	DevMtnur	Devil Mountain Wholesale Nurse	546.84	000000
18966	10/10/2013	DLFalk	DL Falk	659,453.09	000000
18967	10/10/2013	DonDen	Dennis A. Donaghu	200.00	000000
18968	10/10/2013	Eames	Eames Hardware & Supply	157.35	000000
18969	10/10/2013	EBMUD	East Bay Mud	6,511.60	000000
18970	10/10/2013	Ewing	Ewing Irrigation	373.54	000000
18971	10/10/2013	FastSign	Fast Signs	163.30	000000
18972	10/10/2013	FranTx	Franchise Tax Board	564.85	000000
18973	10/10/2013	GlovBob	Bobby Glover	200.00	000000
18974	10/10/2013	Grainger	Grainger	14.09	000000
18975	10/10/2013	HamTree	Hamilton Tree Service	3,900.00	000000
18976	10/10/2013	HydeP	Hyde Printing & Graphics	216.91	000000
18977	10/10/2013	IdealSer	Ideal Service Company, Inc.	2,906.33	000000
18978	10/10/2013	Javis,Fa	Jarvis Fay Doporto & Gibson LL	41.76	000000
18979	10/10/2013	LealAsh	Ashleigh Leal	500.00	000000
18980	10/10/2013	Leslie	Leslie's Pool Supplies Inc.	116.96	000000
18981	10/10/2013	LincEqu	Lincoln Equipment, Inc.	653.96	000000
18982	10/10/2013	Matrisc	Matriscope Engineering Labs	1,839.54	000000
18983	10/10/2013	MCE	MCE Corporation	5,600.00	000000
18984	10/10/2013	MobiMod	Mobile Modular Mngmnt Corp	75.95	000000
18985	10/10/2013	MurdDeb	Debbie Murdock	1,410.50	000000
18986	10/10/2013	Nextel	Nextel Communications/Sprint	665.40	000000
18987	10/10/2013	PERS	PERS	16,033.87	000000
18988	10/10/2013	PG&E	Pacific Gas & Electric Co	6,274.20	000000
18989	10/10/2013	PhCit	Pleasant Hill, City of	2,000.00	000000
18990	10/10/2013	PleaHill	Pleasant Hill Rec & Park Distr	113,291.06	000000
18991	10/10/2013	PurcRh	PRA Group	5,660.00	000000
18992	10/10/2013	R-Comput	R-Computer	2,981.00	000000
18993	10/10/2013	RossRec	Ross Recreation Equipment	297.74	000000
18994	10/10/2013	SanchezW	Walter C Sanchez	100.00	000000

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18995	10/10/2013	SandSaf	Sanderson Safety Supply Co	103.00	000000
18996	10/10/2013	ShessZac	Zac Shess	200.00	000000
18997	10/10/2013	SiePac	Sierra Pacific Tours	1,555.00	000000
18998	10/10/2013	SpecProd	Specialty AC Products	13,383.48	000000
18999	10/10/2013	SterSher	Sherry Sterrett	971.80	000000
19000	10/10/2013	UNIVAR	UNIVAR USA Inc	222.45	000000
19001	10/10/2013	USBank	U.S. Bank	2,478.15	000000
19002	10/10/2013	USBankP	U.S. Bank Corporate Payment	17,292.71	000000
19003	10/10/2013	Valic	Valic	1,350.00	000000
19004	10/10/2013	WRA	WRA	1,699.79	000000

			CHECK TOTAL:	**$1,003,311.25**	

Board of Directors Meeting Minutes
July 25, 2013
DRAFT

The July 25, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:00 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE
Board Chair Glover led the Pledge of Allegiance.

ROLL CALL
BOARD PRESENT: Glover, Donaghu, Bonato, Shess, Sterrett

STAFF PRESENT: Berggren, Lischeske, Blair, Young, Miller, Bradley

PUBLIC COMMENT
None

TO CONSIDER PLEASANT HILL BASEBALL ASSOCIATION STORAGE FACILITY AT PLEASANT OAKS PARK (ACTION)

The General Manager reported that the Land and Facility Development Committee consisting of Board Members Dennis Donaghu and Zac Shess have met on a number of occasions with the Pleasant Hill Baseball Association regarding finding a suitable location at the Pleasant Oaks Park site for the storage facility.

Board Member Donaghu stated that after careful review of various sites within the park, the Committee and the Baseball Association came to a consensus that the best location for the shed would be adjacent to the north parking lot. Donaghu commented that the placement of the shed would reduce the parking by three spaces.

Mark Rolandelli was present; and commented that the recommended placement of the shed would be less visible if placed by the north parking lot. He stated that he has spoken with the neighbor closest to this area, and that the neighbor's main concern was if he would still be able to access his gate. He commented that the District would also be using the shed for storage of some of the smaller park equipment used to maintain the Pleasant Oaks site.

Board Member Bonato expressed concern regarding the new parking design and the safety of children crossing the street. Rolandelli commented that cars having been parking on the street for a long time and that the new parking design, along with increased signage, will make it safer for children to cross the street.

Board Member Sterrett asked about the design of the building itself. Rolandelli explained that the building will have ramps for access of the equipment, and that the outside of the unit is hoped to be vandal proof.

Board Member Bonato asked about signage and landscaping for the building. She would like to soften the look of the building so that it is not so industrial looking. Rolandelli and the General

Manager stated that signage and landscaping will help to "soften" the look of the building, but that it will need to be built tough to discourage vandals.

Board Chair Glover thanked the Pleasant Hill Baseball Association and the District staff for all their hard work on the plans for this site.

Upon motion of Board Members Bonato & Donaghu, the Board approved the proposed utility building on Hawthorne Drive in Pleasant Oaks Park to be constructed by Pleasant Hill Baseball Association as presented. Including the parking along Hawthorne Drive in exchange for the lost parking spaces within the parking lot contingent on the parties agreeing on appropriate legal relationship with respect to the ownership and maintenance of the building and placement of signage on the exterior of the building to be approved by District staff.

TO CONSIDER DATE FOR BOARD TOUR OF THE COMMUNITY CENTER AND PLEASANT OAKS PARK

The General Manager stated that he will be scheduling the annual Board tour of facilities for August 22, 2013 at 4:45.

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

The General Manager distributed copies of the updated Bond Projects budget and the current change order list. He reported that most of the change order issues listed have been resolved.

COMMUNITY CENTER

- The Truss issue is scheduled to go into mediation.
- The paving will be completed July 30th and 31st.
  Board Member Donaghu asked when the glass work will begin. The General Manager said he will find out and let the Board know.
- The General Manager shared the latest budget for the Wine, Women & Shoes Fundraising Event. The Board would like a monthly report on this event, and would like to see the fundraising coordinators hours included in future budget figures.

PLEASANT OAKS PARK

- The General Manager reported that there is a potential exposure issue with the gas lines at the park. The General Manager commented that the hope is that the bioswell can be built around the gas lines so the lines do not have to be relocated. If the line does need to be relocated, the General Manager is hoping that the city of Pleasant Hill will deem the project a "franchise" move so that PG&E will need to do the work.
- Park Bond Coordinator Lynn Spatz was present and distributed catalogs showing potential playground equipment for the park which had been requested from the Board at the previous meeting.

Board Chair Glover started the regular meeting at 7:00 p.m.

PUBLIC COMMENT

None

CONSENT CALENDAR (ACTION)

a. **TO APPROVE BILLS TO BE PAID**
b. **TO APPROVE MINUTES OF APRIL 25, 2013, AND MAY 30, 2013**

Board Member Bonato complimented staff on the thoroughness of the minutes.
Upon motion of Board Members Bonato & Donaghu, the Board approved the Consent Calendar.

TO CONSIDER RESOLUTION 2013-07-25A RESCINDING RESOLUTION 2013-06-13, APPROVING THE FORM AND AUTHORIZING AND DIRECTING THE EXECUTION OF CERTAIN LEASE FINANCING DOCUMENTS RELATING TO THE REFUNDING OF THE DISTRICT'S 1997 CERTIFICATES OF PARTICIPATION AND THE REFUNDING OF THE DISTRICT'S 1999 CERTIFICATES OF PARTICIPATION AND APPROVING THE FORM AND AUTHORIZING THE DISTRIBUTION OF A PRELIMINARY PRIVATE PLACEMENT MEMORANDUM, ALL IN CONNECTION WITH THE OFFERING AND SALE OF CERTIFICATES OF PARTICIPATION RELATING THERETO, AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS WITH RESPECT THERETO (ACTION)

The General Manager stated that recently interest rates have risen dramatically. He commented that the District has had continued discussions with Jeff Land, Rick Brandis and Briant Quint who have all agreed that the District would receive more favorable interest rates by shifting from a public bond company to a private bond company. This way the District could lock in an interest rate and secure better savings.

Rick Brandis was present. He commented that if the Board approved the agenda item the closing date for the documents would be August 1, 2013. Board Member Bonato asked if there would be additional risk of the District using a private company versus a public company. Brandis commented that the process would actually be easier. Bonato asked how the prepayment process would work with the private corporation. Brandis explained that the rates would be locked in for eight years as opposed to ten years. He stated that payments would be made bi-annually.

Upon motion of Board Members Donaghu & Sterrett, the Board approved to consider resolution 2013-07-25a rescinding resolution 2013-06-13, approving the form and authorizing and directing the execution of certain lease financing documents relating to the refunding of the district's 1997 certificates of participation and the refunding of the district's 1999 certificates of participation and approving the form and authorizing the distribution of a preliminary private placement memorandum, all in connection with the offering and sale of certificates of participation relating thereto, and authorizing and directing certain actions with respect thereto.

TO CONSIDER REQUEST FROM COMMUNITY EMERGENCY RESPONSE TEAM (CERT) TO UTILIZE PLEASANT HILL PARK AS AN ASSEMBLY AREA (ACTION)

The General Manager stated that the District received a request from the Community Emergency Response Team (CERT) regarding the utilization of Pleasant Hill Park as an assembly area for the Pleasant Hill's CERT team. He commented that CERT has also requested to store some equipment on the Park site in the storage container behind the pool area in preparation for a potential disaster that could occur in this area. The General Manager said that the required Memorandum of Understanding is currently being reviewed by District Attorney Mark Cornelius.

Jim Bonato, from the Pleasant Hill CERT Team, was present. He updated the Board on the history of the group, and stated that the group has broken the City into four different assembly areas to be activated in a disaster.

The Board Members commented that they appreciated all the hard work this group has done in the preparation of a potential disaster in the Pleasant Hill area.

Upon motion of Board Members Donaghu & Sterrett, the Board gave approval for the General Manager to sign the memorandum of understanding between CERT and the District subsequent to the District's Attorney's approval of the wording in the document.

TO CONSIDER REQUEST FROM COMMUNITY EMERGENCY RESPONSE TEAM (CERT) TO UTILIZE PLEASANT HILL PARK PARKING AREA FOR A PUBLIC AWARENESS DAY (ACTION)

Don Mayo, CERT representative, was present. He stated that CERT is requesting the use of Pleasant Hill Park's parking lot for their Public Awareness Day on Saturday, November 2, 2013. He gave the Board information on this Community disaster preparedness event. He commented that he hoped that the Teens would have the Snack Shack open for the event, and that the Seniors would have a registration table at the event to sign up new members.

The General Manager stated that he would like Mayo to work with Recreation Superintendent Tina Young, and Park Supervisor Tom Bradley on the logistics of the event.

Upon motion of Board Members Sterrett & Donaghu, the Board approved the request from the Community Emergency Response Team to utilize the Pleasant Hill Park's parking lot for their Public Awareness Day on November 2, 2013, and for the District to become a co-sponsor of the event.

PUBLIC HEARING
PRELIMINARY BUDGET FISCAL YEAR 2013-2014

No public was present to comment on this item. The Public Hearing was closed.

TO CONSIDER RESOLUTION 2013-07-25B ADOPTING FINAL BUDGET FOR FISCAL YEAR 2013-2014 (ACTION)

The General Manager reviewed the resolution and commented that as requested the budget will be re-visited in the fall by the Board.

Board Member Bonato commented that she would like to have some scheduled study sessions with the Board to discuss budget items. Board Member Shess commented that he would like to see an outline of what would be highlighted at these study sessions; he would like the meetings as structured as possible.

Upon motion of Board Members Bonato & Donaghu, the Board approved resolution 2013-07-25B adopting final budget for fiscal year 2013-14 as amended and presented by staff.

REPORT FROM PROGRAM COMMITTEE
a. TO REVIEW FALL PROGRAMS AND THE SPOTLIGHT

Board Member Sterrett reviewed the fall programs included in the upcoming Spotlight as presented by staff to the Program Committee at their July 15th meeting. Sterrett distributed the updated monthly report on the Teen Center completed by supervisor Katrina Hunn. Sterrett commended Hunn for her thoroughness of the report. She distributed a report from Senior Center Supervisor Kendra Luke on the Senior Trip program.

REPORT ON CONTRA COSTA SPECIAL DISTRICTS QUARTERLY MEETING

Board Member Sterrett attended the quarterly meeting for the Contra Costa Special Districts Association on Monday July 15, 2013. Sterrett reported that at this meeting Federal Glover spoke regarding his goal of developing the marine water ways of Contra Costa. She commented that she felt this was one of the best programs that she has attended.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- She acknowledged the great accomplishment of the Senior Center's 3000 memberships.
- She felt the joint meeting with the City of Pleasant Hill was good, but not long enough.
- She attended the Chamber of Commerce's Affordable Care Act conference which she found very informative.

Donaghu made the following announcements/questions:

- He felt the joint meeting with the City of Pleasant Hill was very light.
- He attended the Chamber of Commerce Board Meeting. The Chamber has hired a part-time employee to help Ann Luke with her duties. They will be subleasing part of their office to the Community Focus.

Bonato made the following announcements/questions:

- She acknowledged the accomplishment of the Senior Center membership numbers.
- She reported that she met with AT&T and the City of Pleasant Hill at Dinosaur Park to discuss placement options for a cell tower at the park. She attended a meeting in Kensington regarding cell towers; they have proposed putting antennas on poles in their area. She announced that she learned a lot at the meeting in regards to alternative designs for the cell towers.

Shess made the following announcements/questions:

- He announced that this Saturday is the Blues & Brews Festival.
- He is on a baseball team that is now playing in Pleasant Hill, and he commented on how great the fields are in Pleasant Hill.
- He drove by the "story" poles at Pleasant Hill Park, and was very excited to see the progress there.
- He said he too was a little disappointed in the joint meeting with the City of Pleasant Hill.

Glover made the following announcements/questions:

- He reported that he will be meeting with the General Manager and Hospice regarding the tree lighting in Pleasant Hill.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He said that the District received a check for $120.00 from the Garden Study Club for planting in the Pleasant Hill Park.
- He announced that the District received a check from the Sherman Acres Home Owners Association in the amount of $2,890.55 for the purchase of new items for the park site

ADJOURNMENT

Board Chair Glover adjourned the meeting at 9:03 p.m.

_____

Robert B. Berggren, Clerk of the Board

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane
Pleasant Hill, CA 94523
(925) 682-0896
(925) 682-1633 fax
pleasanthillrec.com

IN THE MATTER OF **RESOLUTION 2013-10-10A**
TRANSFERRING MONIES FROM THE PARK LANDSCAPE ASSESSMENT FUND FOR ASSESSMENT DISTRICTS 1 - 5 TO THE GENERAL FUND

THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT DOES FIND:

WHEREAS, the District has expended $67,589.23 for the maintenance of the assessment districts established for this purpose;

THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Pleasant Hill Recreation & Park District directs the Auditor of Contra Costa County to transfer $67,589.23 from Fund #3736 to the General Fund #3735.

PASSED AND ADOPTED on October 10, 2013, by the following vote:

AYES:
NOES:
ABSENT:

Bobby Glover, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on October 10, 2013.

Robert B. Berggren, Clerk of the Board

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane
Pleasant Hill, CA 94523
(925) 682-0896
(925) 682-1633 fax
pleasanthillrec.com

IN THE MATTER OF **RESOLUTION 2013-10-10B**
TRANSFERRING MONIES FROM THE LANDSCAPE & LIGHTING DISTRICT #6 TO THE GENERAL FUND

THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT DOES FIND:

WHEREAS, the District has expended $622,061.87 maintenance of the assessment district established for this purpose;

THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Pleasant Hill Recreation & Park District directs the Auditor of Contra Costa County to transfer $622,061.87 from Fund #3738 to the General Fund #3735.

PASSED AND ADOPTED on October 10, 2013, by the following vote:

AYES:
NOES:
ABSENT:

Bobby Glover, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on October 10, 2013.

Robert B. Berggren, Clerk of the Board

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #10 – October 10, 2013 Board Meeting

Report from D.O.G. Owners

Representative Lori Tassano will be on hand to give an update and report on the membership and activities of the Pleasant Hill D.O.G. Owners.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #11 – October 10, 2013 Board Meeting

To Review Strategic Business Plan Committee's Recommended Management Goals

Strategic Business Plan Facilitator Korey Riley has attached the information on the management goals.

Pleasant Hill Recreation and Park District

Memo

To: Robert B. Berggren, General Manager

From: Korey Riley, Aquatics Supervisor II

Date: October 3, 2013

Re: Strategic Business Plan: Report on Management Goals

The Strategic Business Plan Committee consists of Korey Riley, Tina Young, Mark Blair, Carrie Miller, Tom Bradley, Kendra Luke and Board Members Sandy Bonato and Zac Shess. The Committee has been meeting twice a month since March to develop a working plan to implement the goals of the Business Plan.

As with the Recreation Service Goals, for the Management Goals, the Committee's process was first to prioritize and rank the goals. Some goals were combined as a result of this prioritization. We then discussed further refinement of the top ranked goals, with the intention of editing the language of each goal into a useful, logical statement. As of our September 5 meeting, the Committee has developed four Management goals, shown below.

The Committee is now looking for Board approval so we can move forward and assign tasks in order to achieve these goals.

#1 Explore opportunities to contract out on-going maintenance and operational duties including but not limited to park maintenance and turf maintenance.

#2 Upon determination of cost recovery levels (from Recreation Service Goals):

- Develop budgets for each of the three new facilities, Senior Center, Teen Center and Community Center, which are based on 100% usage. Investigate scenarios for each facility down to the 50% usage level.
- Develop a maximum budget for the full utilization of aquatic facilities.

#3 Increase opportunities for professional development and team learning for staff and board members including:

a. Creating a plan for legal, mandatory, professional development and technical skills training;
b. Evaluate current training opportunities and identify employee and District needs;
c. Ensure that training and growth are aligned with District's vision, mission , and goals;
d. Provide clear information to staff about professional development and advancement opportunities;
e. Increase opportunities for cross-training across divisions when feasible or possible.

#4 Continue refining Administration and supervisory responsibilities to work as efficiently as possible with reduced staff.

- Complete staff evaluations from New Job Responsibilities Re-org chart, and create staffing levels and positions most needed for the next 2 years.
- Communicate new job responsibilities with all District staff explaining the upcoming changes prior to the implementation of the reorganization.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 1, 2013

RE: Agenda Item #12 – October 10, 2013 Board Meeting

Report on California Special District Association Conference

Board Member Sherry Sterrett will report on the CSDA Conference that was held in Monterey, California September 16 – 19.