

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director *elm*

DATE: May 21, 1996

**SUBJECT: 3rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1995-1996**

**BACKGROUND:**

Attached is a copy of the District's 3rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1995-1996.

Filing this report is required in order for the District to remain eligible for future California Literacy Campaign Matching Grants.

**RECOMMENDATION:**

Receive and file.



CALIFORNIA LIBRARY LITERACY SERVICE  
Adult Learner Activity Report (Fiscal Year <sup>95-96</sup> )

PLACENTIA LIBRARY DISTRICT	_____	1st Quarter July-September	_____	2nd Quarter October-December
Name of Library	<u>  X  </u>	3rd Quarter January-March	_____	4th Quarter April-June

- Instructions:  
 1. Submit one original plus two copies of this report with other reports required.  
 2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from last quarter's AL report)	1.	76	76
2. Adult Learners who began during quarter	2.	10	10
3. Adult Learners who left during quarter			
a. Learners who met goal	3a.	5	
b. Learners who became physically inaccessible this quarter	3b.	2	
c. Learners who left program for other reasons	3c.	8	
d. Learners who left program WITHOUT notification	3d.	0	
e. TOTAL (Sum of items #3a thru #3d)	3e.		15
4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d)	4.	86	86
5. Adult Learners referred to other programs (never instructed) this quarter	5.	3	3

CUMULATIVE SUMMARY			TOTAL
6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #6 from previous quarter)	6.	196	196
7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #7 from previous quarter)	7.	8	8

END OF QUARTER STATUS			TOTAL
8. Adult Learners receiving instruction at the end of quarter (#1 plus #2 minus #3e)	8.	71	71
9. Prospective Adult Learners awaiting instruction at end of quarter	9.	35	35

Adult Learner Activity Report (continued)...

Characteristics of Adult Learners receiving instruction at end of quarter.  
\*\*\* BE SURE that TOTALS for ethnicity, age, and gender EACH equal item #8 on previous page.\*\*\*

10. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	28	1	31	0	0	11	0	0	71

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	6	31	19	8	2	4	1	71

12. Gender	Male	Female	TOTAL
	16	55	71

Double Check:  
Do Items #10, #11, & #12 = #8 on previous page?

Placentia Library District

Name of Library

*K. Matas*

Signature of person submitting this report

Literacy Coordinator

4-23-96

Title

Date

Katie Matas

Contact Person

Literacy Coordinator

(714) 524-8408

Title

Phone

CALIFORNIA LIBRARY LITERACY SERVICE  
 Tutor Activity Report (Fiscal Year <sup>95-96</sup> )

PLACENTIA LIBRARY DISTRICT

Name of Library	—	1st Quarter July-September	—	2nd Quarter October-December
	<u>X</u>	3rd Quarter January-March	—	4th Quarter April-June

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: Budget Office- Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from last quarter's Tutor report)	1.		56
2. Tutors who began instructing during quarter	2.		9
3. Tutors who left during quarter			
a. Tutors who left with notification	3a.	13	
b. Tutors who left WITHOUT notification	3b.	0	
c. TOTAL tutors who left (Sum of items #3a and #3b)	3c.		13
4. Total tutors who instructed during quarter (#1 plus #2 minus #3c (without notification only))	4.		65
5. Number of tutors trained during quarter	5.		14
6. Number of pre-service tutor workshops offered during quarter	6.		1

CUMULATIVE SUMMARY			TOTAL
7. Cumulative total tutors who instructed this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #7 from previous quarter)	7.		92
8. Cumulative total tutors trained this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #8 from previous quarter)	8.		38

END OF QUARTER STATUS			TOTAL
9. Tutors instructing at end of quarter (#1 plus #2 minus #3c)	9.		52
10. Prospective tutors awaiting training/matching at end of quarter	10.		6

CALIFORNIA LIBRARY LITERACY SERVICE  
Tutor Activity Report (Fiscal Year 95-96)

Tutor Activity Report (continued)...

Characteristics of tutors receiving instruction at end of quarter.

\*\*\* BE SURE that TOTALS for ethnicity, age, and gender EACH equal item #9 on previous page.\*\*\*

11. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	4	0	4	0	1	43	0	0	52

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	3	10	16	13	6	4	0	52

13. Gender	Male	Female	TOTAL
	5	47	52

Double Check:

Do Items #10, #11, & #12 = #9 on previous page?

14a. Number of library branches used for literacy instruction during quarter	3
14b. Number of additional sites used for literacy instruction during quarter	10

Legislative districts in which instruction occurred during quarter	
a: State Assembly District #(s):	72
b: State Senate District #(s):	33
c: U.S. Congressional District #(s):	39

Placentia Library District

Name of Library

*Katie Matas*  
Signature of person submitting this report

Literacy Coordinator  
Title

4-23-96  
Date

Katie Matas  
Contact Person

Literacy Coordinator  
Title

(714) 524-8408  
Phone

CALIFORNIA LIBRARY LITERACY SERVICE  
Quarterly Action Plan (Fiscal Year 95-96)

Name of Library	<input type="checkbox"/> 1st Quarter	<input type="checkbox"/> 2nd Quarter
Placentia Library District	July-September	October-December
	<input checked="" type="checkbox"/> 3rd Quarter	<input type="checkbox"/> 4th Quarter
	January-March	April-June

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

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**1. What were your principal challenges for this past quarter?**

1. Recruiting and retaining new tutors.
2. Providing support to the tutors and students in the program.
3. Promoting the use of computer software in conjunction with tutoring sessions.

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**2. How did you address these challenges?**

1. Offered a 15-hour tutor training course.
2. Served on the Chamber of Commerce Business Showcase committee and participated in other Chamber functions.
3. Recruited a volunteer computer tutor who will be available to train students and tutors.
4. Attended the Technology, Reading & Learning Difficulties conference to obtain ideas for using computers and to view new software.
5. Offered a monthly citizenship exam as a service to the community and a way of advertising the literacy program to a new pool of potential volunteers and learners.
6. Put literacy program information into a referral booklet to be distributed by a realty company to all new home buyers.

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**3. Based on these actions, what do you see as the principal challenges you face in the next quarter?**

1. Recruiting and retaining new tutors.
2. Providing support to the tutors and students in the program.
3. Promoting the use of computer software in conjunction with tutoring sessions.

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**4. What local alliance formation activities occurred this quarter?**

1. Continued participation in the Placentia Community Network.
2. Continued communication with local businesses through the Placentia Chamber of Commerce.
3. Worked with local Adult Education to provide classes for students in the Families for Literacy Program.
4. Worked with California State University, Fullerton to provide internship opportunities for students in the Human Services and Communications departments.
5. Participated in a local homeless intervention shelter's support services counsel to evaluate the shelter's services and promote cooperation between community service providers.

Quarterly Action Plan (continued)

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**5. What were your communication strategies for this quarter with respect to target audience, methods, and desired outcomes?**

1. To include information on the literacy program in the city newsletter, the local cable TV channel, and in press releases to local newspapers.
2. To list tutor training classes in the community college adult education catalog.
3. To participate in Placentia Chamber functions.
4. Contact tutors by phone to request monthly tutoring hours.
5. To attend Placentia Community Network and Homeless Intervention Shelter Support Services Counsel meetings.

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**6. How were strategies implemented and what outcomes were achieved?**

1. The city newsletter is distributed to every home in Placentia thereby providing every resident with information about the literacy program. The same is true of press releases in local newspapers.
2. Wide circulation of the Adult Education catalog gave the literacy program broad exposure.
3. Participation in Chamber of Commerce functions provides the literacy program with visibility in the local business community.
4. Information sharing through the Placentia Community Network makes information on volunteer needs and resources available to the community.
5. Homeless Intervention Shelter residents are made aware of the literacy program through shelter staff and library orientation tours.

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**7. Based on outcomes attained, what do you plan for next quarter?**

1. Offer a 15-hour tutor training workshop.
2. Offer a 4-hour in service to tutors.
3. Participate in the Placentia Chamber Business Showcase and other functions.
4. Participate in the Friends of the Library volunteer week activities.
5. Have literacy staff instruct tutors and students in the use of literacy computer software.

Placentia Library District

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**Name of Library**

*K. Matas*

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**Signature of person submitting this report**

Literacy Coordinator                      4/23/96

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**Title    Date**

Katie Matas

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**Contact Person**

Literacy Coordinator                      (714) 524-8408

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**Title    Phone**



# CALIFORNIA LIBRAR LITERACY SERVICE

In-Kind Resource Development (Fiscal Year 95-96)

Placentia Library District

Name of Library

1st Quarter  
July-September

2nd Quarter  
October-December

3rd Quarter  
January-March

4th Quarter  
April-June

- Instructions:
1. Submit one original plus two copies of this report with other reports required.
  2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

	Church / Service Groups	Business	Education	County / Municipal	Foundation	Other	This Qtr's Total Resources	TOTAL YEAR-TO-DATE	This Year's Goals	
<b>I. IN-KIND SERVICES</b> (In Dollar Equivalents)										
a) Space	\$0.00	\$0.00	\$0.00	\$830.00	\$0.00	\$0.00	\$830.00	\$2,520.00	\$5,000.00	
b) Materials	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00	\$96.00	\$1,000.00	
c) Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	
d) Printing	\$0.00	\$0.00	\$0.00	\$69.00	\$0.00	\$0.00	\$69.00	\$238.00	\$1,500.00	
e) Professional Services	\$0.00	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00	\$1,050.00	\$1,500.00	
f) Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	
Column Totals for QTR	\$0.00	\$70.00	\$375.00	\$899.00	\$0.00	\$0.00	\$1,344.00			
Column Totals for YTD	\$0.00	\$96.00	\$1,050.00	\$2,758.00	\$0.00	\$0.00	\$3,904.00			
<b>2. VOLUNTEER HOURS</b>										
a) Literacy Instruction							1151	2852	4000	
a) Talent/Support Serv.							410	1043	2000	
a) In-Service							99	403	1000	
<b>TOTALS</b>										
								1151	2852	4000
								410	1043	2000
								99	403	1000

**Katie Matas**  
Contact Person

*Katie Matas*  
Signature of person submitting report

**Literacy Coordinator**  
Title

**Literacy Coordinator** Title  
4/23/96 Date

**(714) 524-8408** Telephone Number

# CALIFORNIA LIBRARY LITERACY SERVICE

## Quarterly Financial Report (Fiscal Year 95-96)


Placentia Library District  1st Quarter July-September  2nd Quarter October-December  3rd Quarter January-March  4th Quarter April-June

Name Of Library \_\_\_\_\_

- Instructions:
- Submit one original plus two copies of this report with other reports required.
  - Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

BUDGET CATEGORIES	BUDGET			EXPEND. THIS QTR.			EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)	
1. Personnel	1,391	40,827	42,218	-0-	9,495	-0-	29,502	29,502	
2. Library Materials	-0-	1,000	1,000	-0-	-0-	-0-	-0-	-0-	
3. Operations	7,000	5,380	12,380	853	105	3,611	2,198	5,809	
4. Equipment	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	
5. Indirect	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	
6. Total	8,391	47,207	55,598	853	9,600	3,611	31,700	35,311	

"OPERATIONS" DETAIL	BUDGET			EXPEND. THIS QTR.			EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)	
3a. Contract Services	650	350	1,000	500	-0-	604	-0-	604	
3b. Travel	1,100	1,500	2,600	-0-	-0-	53	-0-	53	
3c. Office Supplies	750	430	1,180	-0-	-0-	750	1,309	2,059	
3d. Printing	1,900	-0-	1,900	39	-0-	1,117	-0-	1,117	
3e. Instr. Resources	500	2,250	2,750	-0-	105	500	889	1,389	
3r. Communications	1,500	500	2,000	176	-0-	349	-0-	349	
3g. Other	510	350	860	138	-0-	238	-0-	238	
TOTAL	7,000	5,380	12,380	853	105	3,611	2,198	4,809	

  
Signature of Representative of Fiscal Agent or of Library receiving funds

Elizabeth D. Minter  
Library Director  
April 30, 1996

Title \_\_\_\_\_  
Date \_\_\_\_\_

Charlene Dumitru  
Contact Person

Admin. Ass't (714) 528-1925  
Title \_\_\_\_\_ Phone \_\_\_\_\_

\*Sources of "other" funds of \$200 or more attached.

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *EM*  
DATE: May 21, 1996  
SUBJECT: Staff responses to patron complaints

**BACKGROUND:**

Patron complaints were received in April concerning the Library's policy of filling all local reserves for a book before sending it to another library on interlibrary loan (Attachment A), and the requirement of a deposit of \$1 for a vending machine card (Attachment B).

The new telephone system was installed on May 1. Immediately after the installation technician left at 5:00 P.M. staff realized that live calls were not being sent to the extensions, everything was going into the voice mail. This problem was resolved in about ninety minutes and was fixed the next morning.

The voice mail system froze after doing system maintenance after midnight on Sunday, May 12. An emergency service call was placed when the outage was discovered at NOON and the system was operational shortly after the Library opened at 1:00.

The repair technicians came to fix a problem with the Literacy extension and had the system out of service for part of the afternoon on May 13. During this period a number of informal comments were received about the telephone system.

**RECOMMENDATION:**

Receive and file.



SUGGESTION  
OR  
COMPLAINT FORM

The following situation has been noted: I had a book on "reserve" for 2 months  
at Placentia Library - I was 1st on list - Placentia Library <sup>was closed</sup>  
called up library & librarian told me the book was checked out & some-  
one else in the YL system was waiting for it & as a Placentia patron  
I would have to wait for the book to come to the Placentia  
suggest this as a way to help the situation:

I don't think this is fair - I would <sup>think</sup> 1st come 1st served  
no matter what library system - every thing is in the  
same data base - As was explained YL is a larger library  
& they get new copies 1st, so from now on I think the local thing to

Date 12/24/94 Name Kelcy Bryan do is reserve there  
Address 3124 Quartz Lane #4 Fullerton Ca

Thank you  
for your time

4268

April 26, 1996

Ms. Kelcy Bryan  
3124 Quartz Lane, #4  
Fullerton, CA 92631

Dear Ms. Bryan;

Thank you for your comments of April 24, 1996, regarding the Library's reserve book system.

Placentia, Yorba Linda, and Anaheim Public Libraries are three separate and independent libraries that share a common circulation system and online catalog. The three libraries purchase their own books from their local budgets and do not share any "ownership rights" in each other's collections. However, as you know, we do share materials from our collections through an interlibrary loan delivery system.

When a library purchases a book it is presumed that its own constituency has the first right to use that book. This policy is particularly fair in a situation like ours where Placentia, as a result of the 1983 property tax shift enacted in the State Budget, has approximately 1/8th the book budget as Yorba Linda. If we didn't have this policy the new items purchased by Yorba Linda would spend all their time traveling in the van from library to library instead of circulating to the borrowers at Yorba Linda. Items are not sent out on interlibrary loan until all of the local requests have been filled, regardless of the date of the request. In a large library system, like Anaheim or Orange County, items would pass from branch to branch in the order that the requests were received, but would not go to libraries outside the system until all local requests have been filled.

Since I do not know the title of the book you requested I am unable to do any additional research on why your request was not filled at Placentia. Whenever you encounter this type of problem you should ask to speak with one of the librarians at our Reference Desk as they make all of the selection and purchasing decisions for Placentia's collection. If we know that a patron has been waiting for a specific title we will normally try to purchase the title for our own collection.

If you have any further questions or comments please give me a call at 528-1925.

Yours truly,

Elizabeth D. Minter  
Library Director

SUGGESTION  
OR  
COMPLAINT FORM

The following situation has been noted: the Princeton Card cost is excessive  
and unjustified for patrons of "our" library. The library is already  
making a "substantial" profit on each copy. They cannot justify  
charging the \$1 per card. We resent the gouging by the library.

I suggest this as a way to help the situation: Either Discontinue the \$1 charge  
for the card or eliminate the card system entirely. It  
should sufficient to get a charge per copy without compounding  
the cost with a \$1 card fee. Please Do not make me  
use other libraries that are nearby and more "reasonable"

Date April 25 1994 Name Richard Scott

Address 1501 ROBUE ST.

April 26, 1996

Mr. Richard Scott  
1501 Rogue Street  
Placentia, CA 92670

Dear Mr. Scott;

Thank you for your comments of April 25, 1996, regarding the Library's debit card system. The Library selected the Vendacard system with the goal of providing convenience for Library users in that the same card is used for all of the printers and photocopiers. I am sorry that you are finding its use disturbing.

The Library does require a \$1.00 deposit for each card since they cost the Library approximately 67¢ apiece. This deposit is fully refundable when the card is returned to the Circulation Desk if the card is still in useable condition. There is a notice of the deposit refund printed on each card, although I realize that we recently received a shipment of cards that do not have the imprinting and that we are having to use them until the imprinted replacements are received, hopefully by the end of next week.

The cost per copy has not changed for either the laser printers at 10¢ per page, or the photocopiers at 15¢ per page. The value that is deposited on the card is reduced with each use. Value can be added to each card in \$1 increments at the vending machine. Any value remaining on a returned card is not refundable, although you are free to sell your card to another Library user. During the recent income tax season many photocopier users shared the use of value added to both regular and loaner cards.

For Library users who do not wish to purchase a card for use over the long term, there are "loaner cards" available at the Circulation Desk. These cards have no value on them so the borrower, like a card purchaser, must add the value in \$1 increments. The use of this option is explained in section 4 of the notice posted on the Vendacard machine. No deposit is required for a "loaner card".

Emptying multiple coin boxes, providing change at the Circulation Desk, and counting and rolling coins are time consuming, and therefore expensive, processes that take staff time away from providing basic Library services. Local banks no longer provide the courtesy service of electric coin sorting and counting machines so everything must be done manually. The Vendacard system enables the Library to provide printing and copying services at multiple locations throughout the building with one card provided at a central location.

I will forward your recommendation to the Library Board of Trustees for its consideration. If you have any further questions or comments please give me a call at 528-1925.

Yours truly,

Elizabeth D. Minter  
Library Director



TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director *edm*

DATE: May 21, 1996

**SUBJECT: Receipt of letter from Orange County Investment Pool Attorney Patrick Shea recommending submission of ballots of acceptance for the Orange County Bankruptcy's Debtor's Plan of Adjustment, and submission of the three ballots for Placentia Library District to Hennigan, Mercer & Bennett, Los Angeles.**

**BACKGROUND**

At its meeting on April 16, 1996 the Library Board authorized the Library Director to submit the affirmative votes of the Library Board of Trustees and sign the acceptance of the Plan of Adjustment for Classes B-12, A-5, B-14, A-20, and C-2, subject to the receipt of an affirmative recommendation from Patrick Shea, Counsel to Orange County Investment Pool. If the affirmative recommendation was not received the Library Director was to bring the ballots back to the Library Board for reconsideration.

Patrick Shea's letter of April 23, 1996, is Attachment A.

The ballots were prepared, faxed and mailed to Hennigan, Mercer & Bennett, Los Angeles. The ballots are Attachment B.

**RECOMMENDATION**

Receive & File



LAW OFFICES OF  
PILLSBURY MADISON & SUTRO LLPLOS ANGELES  
NEW YORK  
SACRAMENTO  
SAN FRANCISCO  
WASHINGTON, DC  
TOKYOSUITE 1800  
101 WEST BROADWAY

SAN DIEGO, CALIFORNIA 92101-8218

TELEPHONE (619) 234-5000

FACSIMILE (619) 236-1995

MENLO PARK  
ORANGE COUNTY  
SAN DIEGO  
SAN JOSE  
HONG KONGWRITER'S OFFICE AND  
DIRECT DIAL NUMBER  
(619) 544-3177

April 23, 1996

VIA FACSIMILETO: ORANGE COUNTY INVESTMENT POOL  
PARTICIPANTS' DISTRIBUTION LISTRe: (1) Settlement of "Option B" Pool-Related Claims  
(2) Merrill Lynch Litigation Survey  
(3) Balloting on Plan of Adjustment

Dear Pool Participant:

For the past several months the Pool Committee, and its professionals, have acted to encourage and facilitate the settlement of the remaining Pool-Related Claims of the "Option B" Pool Participants. That effort was successful this past week and a written Settlement Agreement has been approved by the Option B Committee and its members, the County, and the Pool Committee. That agreement will be noticed for approval by the Bankruptcy Court, and you will each receive notice of that motion and a copy of the Settlement Agreement.

The Pool Committee has instructed me to provide you with a brief account of the background leading up to, and the substantive terms of, the Option B Settlement Agreement.

You will recall that under the Comprehensive Settlement Agreement ("CSA"), Pool Participants were given the option of receiving a menu of structured compensation ("Option A") (pro rata cash from the Pool, proceeds of Recovery Notes, Settlement Secured Claims, and Repayment Claims) and a full allowance, without contest, of Option A deficiency claims, in exchange for an assignment of third-party Pool-Related Claims. Alternatively, under Option B, a Participant would receive a pro rata portion of the Pool proceeds only, with no allowance of the remaining deficiency claim, but with a reservation of litigation rights against the County and third-parties responsible for the Pool losses. Only 14 Pool Participants elected Option B, including all non-Orange County Pool Participants, and five Orange County Pool Participants (City of Buena Park, City of Yorba Linda, the Yorba Linda Redevelopment Agency, the Yorba Linda Water District and the Santiago County Water District).

ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 2

Following the distributions of cash under the CSA, the County considered its options for a Plan of Adjustment addressing all County debt, including the allowed Option A Claims (approximately \$800,000,000). When the Measure R sales tax initiative failed, the County concluded that it would be unable to accomplish a Plan of Adjustment that committed it to payment in full of all its debt.

The County appealed to the state legislature for assistance in the form of diversion of tax revenues otherwise earmarked for cities and special districts, and/or for the ability to invade the capital reserves of cities and special districts, in order to assist it in accomplishing a Plan of Adjustment which would provide for the full repayment of municipal debt. The County found support from the Orange County legislative delegation, some members of which were of the opinion that Pool Participants should not be entitled to seek full deficiency reimbursement from the County under any circumstances.

To minimize the impact of the resulting Recovering Legislation on the economic vitality of Orange County's municipalities and special districts, the Pool Committee sought to negotiate limitations on the extent of the Recovery Legislation. As part of that effort, the terms of that legislation were negotiated with the County premised upon an agreement by Option A Pool Participants to convert their remaining deficiency claims from recourse to non-recourse status. In return, the diversion of tax revenue from Pool Participants would be limited to an agreed-upon amount from only the Orange County Transportation Authority, and there would be no invasion of the capital reserves of cities and special districts. The County would agree not to propose or support any further tax revenue or capital reserve diversions from Pool Participants. The Pool Committee also obtained agreements from the County to immediately release to Option A Pool Participants their existing interests in County Administered Accounts and certain Withheld Proceeds (approximately \$100,000,000).

The agreements between the County and the Pool Participants are reflected in the provisions of the Recovery Legislation enacted in the fall of last year, and the Joint Agreement which was recently approved by overwhelming numbers of Option A Pool Participants.

At the hearing on the County's Disclosure Statement which took place on March 20, the position of the Option Bs became a potential impediment to confirmation of the Plan of Adjustment. In fact, the sacrifices of the Option A Participants had enhanced the County's economic condition to the extent that the

ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 3

negotiating position of the Option Bs was enhanced. However, the County and the Pool Committee were committed not to allow the earlier constructive efforts of the various municipalities in Orange County reflected in the CSA and the Joint Agreement to permit the remaining few to take unfair economic advantage.

When early negotiations failed, the County and the Pool Committee raised objections to various claims asserted by the Option B Pool Participants. Also, the County and the Pool Committee further investigated the possible need for the appointment of a State Trustee under the Recovery Legislation for the singular purpose of voting the interests of the Option B Pool Participants in favor of the Plan of Adjustment.

New negotiations regarding Option B treatment under the Plan of Adjustment began again in earnest several weeks ago. Various menus of structured compensation were proposed and considered. Ultimately, a package was agreed to which provided \$7.5 million in cash (essentially the same amount of cash recovered by Option A Pool Participants from the Recovery Bonds sold and distributed under the CSA last August), \$8.0 million in 6.5% unsecured general warrants of the County amortized over 10 years and paid annually in arrears, and \$9.0 million in claims to be paid from litigation proceeds after (1) the first \$380,000,000 is paid to Schools and Option A Pool Participants, and (2) all of the deficiencies in County Administered Accounts that benefit Orange County Schools and Municipalities (approximately \$25 million) have been refilled. That package of compensation is in full satisfaction of all the Option B Pool Participants' claims against the County.

The Option B Pool Participants and the County agreed not to resolve the litigation issues that existed between them relating to their respective pursuits of third parties for recovery of the losses sustained by the investment Pool. The Option B Pool Participants assert that they are entitled to pursue the recovery of their proportionate share of losses directly, while the County pursues recovery of Pool losses under various state and federal theories and pursuant to orders and rulings of the Bankruptcy Court in the pending bankruptcy case. That controversy was intentionally left unresolved for now, and its impact on the respective litigations of the County and Option B Pool Participants is uncertain. However, as part of the Settlement Agreement, the Option B Pool Participants assert an entitlement to pursue recoveries (at their own expense) on certain personal claims to which the County does not object.

During the course of the negotiations with the Option B Pool Participants, and immediately after announcement of the

ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 4

settlement, there was a great deal of discussion as to whether the Option B Pool Participants had fared "better" than the Option A Pool Participants under the CSA and the Joint Agreement. Such a comparison is difficult, if not impossible, because the parties had different risks before them which, to a large extent, dictated these decisions to Option A or Option B status and the ultimate economic result of the decisions by Pool Participants will not be known until third-party litigation is completed.

If that analysis must be done, the following should be kept in mind. Option A Pool Participants located in Orange County need to remember that at the time of the Recovery Legislation in October of last year, and later upon presentation of the Joint Agreement this year, the legislative delegation in Sacramento representing Orange County supported the County's proposal to accomplish a Plan of Adjustment by diverting tax revenues and invading capital reserves otherwise belonging to Pool Participants. The Orange County legislative delegation did not support requiring the County of Orange to liquidate any of its assets in order to pay its obligations to Pool Participants. Whether the County of Orange had the ability to ultimately pay Pool Participants the entire amount of their deficiency claims, over time, as it might otherwise have been required to do under appropriate circumstances in a Plan of Adjustment, the political influences in this case would not allow that approach to be seriously considered. Furthermore, the legislative delegations of other California communities were primarily concerned only with the payment of Orange County municipal debt in order to avoid an adverse credit reaction to all municipalities in the state and thus were generally in support of localizing the "pain" of the Orange County bankruptcy to the community of Orange County. In other words, it is very unlikely that Orange County cities, schools and special districts would have been able to hold and enforce rights under an "Option B" selection, even if they chose Option B earlier in the case. Also to be considered in comparing an Option A menu of compensation vs. an Option B menu of compensation is the fact that the Option B Pool Participants have paid substantial sums in their own litigation costs and are obligated now to continue to pay those costs in the future. Additionally, Option B Pool Participants have agreed to pay their litigation counsel a percentage of their recoveries, thus complicating the ultimate return to them for purposes of comparison.

The Option B Pool Participants have chosen a different course, with different costs and potentially different returns. Under the Settlement Agreement reached with the Option Bs, they begin at the same cash position as Option As, receive interest

ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 5

and amortization payments on \$8 Million of Warrants for a period of 10 years, but receive no litigation proceeds from the Orange County litigation until after \$405,000,000 is collected and distributed to the Option A Pool Participants. It is thus possible to argue that there is some enhanced value to Option B if no litigation proceeds are ever realized by the County. However, if litigation proceeds are realized by the County it can be equally argued that Option A Pool Participants fare better up to the first \$405,000,000 of litigation proceeds. Option Bs may, however, obtain recoveries on their personal claims in their separate litigations at different times and in different amounts from the recoveries of the County, thus complicating the equation even further.

What can be said of the Option B settlement is that it is a constructive proposal that is not inconsistent with the treatment of Option As, and is in the best interest of the County in advancing the confirmation of the Plan of Adjustment.

## II. Merrill Lynch Litigation.

There are two items of general information for Pool Participants relating to the Merrill Lynch litigation. First, the survey circulated to all Pool Participants relating to the Merrill Lynch litigation has now been completed and has been returned to the County and Merrill Lynch attorneys.

There were very few Pool Participants who were unable to timely respond to the survey. I sincerely appreciate the very substantial amount of work that was done by each of you in obtaining the information required, and in working with the attorneys in my firm, and with Mr. Beall in the Sheppard Mullin firm, in order to respond as quickly and completely as you did. (If you are one of the very few agencies that were unable to respond timely, you will receive a follow-up call from me shortly.)

The second matter of interest to Pool Participants regarding the Merrill Lynch litigation is the April 19, 1996 decision of United States District Court Judge Gary L. Taylor denying the motions of Merrill Lynch and KPMG Peat Marwick to withdraw the pending litigations from the Bankruptcy Court and transfer them to the U.S. District Court.

As a result of Judge Taylor's ruling, both the Merrill Lynch lawsuit and the KPMG lawsuit remain as adversary proceedings in the Bankruptcy Court. In reaching his decision, Judge Taylor ruled that withdrawal of the reference was discretionary, as opposed to mandatory. In refusing to withdraw

ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 6

the reference, Judge Taylor relied upon a number of facts, mainly the fact that Judge Ryan has developed a detailed knowledge of the case and implemented a comprehensive discovery plan. The District Court concluded that judicial economy was best served by keeping these adversary proceedings in the Bankruptcy Court.

Accordingly, the comprehensive discovery plan adopted by the Bankruptcy Court in the Merrill Lynch case remains intact. You will recall that under this discovery plan, Merrill Lynch will probably be scheduled for trial sometime in late Spring or early Summer 1997. Merrill Lynch and/or KPMG Peat Marwick may make another motion to withdraw the reference at the time of trial based upon claims of entitlement to a jury, but that round of motions is likely to be well into the future.

### III. Balloting on the Plan of Adjustment.

I have received many telephone calls and fax inquiries regarding the various ballots which accompanied the Plan of Adjustment received by each Pool Participant. While I am unable to answer all of your questions regarding the ballots, there are some uniform comments which can be made.

Ballots have been distributed according to the number and types of claims either reflected on the County's records or asserted by entities filing proofs of claim in this case. Pool-Related Claims (i.e., claims related to the deficiencies asserted against the County as a result of losses sustained by the Investment Pool) should, for the most part, be voted in favor of the plan because virtually all of the Pool Participants will be governed either by their individual agreements under the Joint Agreement and/or the Option B Settlement Agreement. Since the Plan of Adjustment proposed by the County is not inconsistent with the provisions of either of those two agreements, Pool-Related Claims are likely to be voted overwhelmingly in favor of the County's plan.

Many Pool Participants also have asserted other types of claims in this case. Those Pool Participants should have received other ballots relating to these other claims as part of the package of materials provided to them by the County. Since the Pool Committee does not separately represent Pool Participants with respect to such non-Pool-Related Claims, the Committee is not in a position to provide general advice relating to these ballots. However, one question which has frequently come up relates to the provision on the ballot for the voting Participant to insert the amount of the claim being voted. Often, Pool Participants are not exactly certain of the



ORANGE COUNTY INVESTMENT POOL  
April 23, 1996  
Page 7

amount being voted and do not want to fill in an amount on the ballot which could be construed as being inconsistent with the correct amount of the Pool Participant's claim in that classification.

The County has apparently inserted a line to identify the amount of claim on the ballot in order to provide it with the opportunity to calculate not just the number of claimants in each classification voting in favor of the plan, but also the aggregate amount of claims being voted in favor of the plan per classification. However, if you are voting these claims in favor of the County's Plan of Adjustment, there is no need to insert the amount of the claim if you do not know it precisely. I am certain the County will, if necessary, find out the amount of your claim for purposes of your ballot by referring to the proof(s) of claim you filed in the case, or the County documentation giving rise to the inclusion of that type of ballot in your package of materials. If the County needs you to fill in an amount on your ballot, I am certain they will call and ask you for further assistance in that regard.

If you are voting against the Plan with respect to these non-Pool-Related Claims, you will simply have to enlist the help of your independent counsel to advise you with respect to that course of action and the appropriate amount to reflect on the line referring to your claim.

#### IV. Summary.

Now that the Option B settlement has occurred, the County will be filing the appropriate motions to approve the Joint Agreement and to approve the Option B Settlement Agreement. This will free up over \$100,000,000 of cash to Pool Participants. This will also clear the way for confirmation of the Plan of Adjustment on May 15.

If you have any questions regarding any of the above, please respond by fax to the undersigned.

Thank you for your continued support of the Committee in this case.

Very sincerely,



Patrick C. Shea

cc: Official Investment Pool Participants Committee and Counsel



UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF CALIFORNIA

In re )  
 )  
COUNTY OF ORANGE, a political )  
subdivision of the State of California, )  
 )  
 )  
 )  
 )  
 )  
 )  
Debtor. )

CASE NO. SA 94-22272 JR CHAPTER 9

BALLOT FOR ACCEPTING OR REJECTING  
DEBTOR'S PLAN OF ADJUSTMENT (CLASSES  
A-20 AND C-2: REPAYMENT CLAIMS HELD  
BY NON-SCHOOLS)



V1 A-20 C-2 130588

PLACENTIA LIBRARY  
411 E. Chapman  
Placentia, CA 92670

PLEASE READ AND FOLLOW THE ATTACHED INSTRUCTIONS CAREFULLY.  
PLEASE COMPLETE, SIGN, AND DATE THIS BALLOT AND RETURN IT  
PROMPTLY USING THE ENCLOSED PRE-ADDRESSED ENVELOPE. (Terms used in  
this Ballot are defined in the attached Instructions.)

STEP 1 (AMOUNT OF CLAIM):

The undersigned is a holder of Class A-20 claim(s) against the County of Orange in the full claimed amount of \$\_\_\_\_\_ (enter dollar amount), and a Class C-2 claim in the full claimed amount of \$\_\_\_\_\_ (enter dollar amount).

STEP 2 (VOTING):

The undersigned votes with respect to the "Plan of Adjustment" ("Plan") as follows:

Class A-20	Class C-2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
To ACCEPT the Plan	To ACCEPT the Plan
<input type="checkbox"/>	<input type="checkbox"/>
To REJECT the Plan	To REJECT the Plan

**STEP 3 (SIGNATURE):**

By signing the Ballot, the undersigned certifies that he or she has been provided with a copy of the Disclosure Statement and the Plan.

Placentia Library District

*Print or type name of creditor*

Elizabeth D. Minter

*Signature*

Elizabeth D. Minter, Library Director

*If by authorized agent, name and title*

411 E. Chapman Ave., Placentia, CA 92670

*Address of Creditor (Please provide business address if you would like your personal address to remain confidential)*

**THIS BALLOT MUST BE RECEIVED BY THE VOTING AGENT BY  
5:00 P.M., PACIFIC TIME, ON APRIL 29, 1996  
OR THE VOTE TRANSMITTED HEREBY MAY NOT BE COUNTED.**

UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF CALIFORNIA

In re	)	CASE NO.	SA 94-22272 JR	CHAPTER 9
	)			
COUNTY OF ORANGE, a political	)	BALLOT FOR ACCEPTING OR REJECTING		
subdivision of the State of California,	)	DEBTOR'S PLAN OF ADJUSTMENT		
	)	(CLASSES A-5 AND B-14: SETTLEMENT		
Debtor.	)	SECURED CLAIMS)		



V1 A-5 B-14 130588

PLACENTIA LIBRARY  
411 E. Chapman  
Placentia, CA 92670

PLEASE READ AND FOLLOW THE ATTACHED INSTRUCTIONS CAREFULLY.  
PLEASE COMPLETE, SIGN, AND DATE THIS BALLOT AND RETURN IT  
PROMPTLY USING THE ENCLOSED PRE-ADDRESSED ENVELOPE. (Terms used in  
this Ballot are defined in the attached Instructions.)

STEP 1 (AMOUNT OF CLAIM):

The undersigned is a holder of Class A-5 claim(s) against the County of Orange in the full claimed amount of \$\_\_\_\_\_ (enter dollar amount), and a Class B-14 claim in the full claimed amount of \$\_\_\_\_\_ (enter dollar amount).

STEP 2 (VOTING):

The undersigned votes with respect to the "Plan of Adjustment" ("Plan") as follows:

Class A-5		Class B-14	
<input checked="" type="checkbox"/>	To ACCEPT the Plan	<input checked="" type="checkbox"/>	To ACCEPT the Plan
<input type="checkbox"/>	To REJECT the Plan	<input type="checkbox"/>	To REJECT the Plan

**STEP 3 (ELECTION — OPTIONAL FOR CLAIMANTS WHOSE B-14 CLAIMS EXCEED \$1000):**

If your aggregate Class B-14 claim(s) exceed(s) \$1000, you may elect to reduce your aggregate claim(s) to \$1000 and be treated in Class B-28 under the Plan, even if you have voted to reject the Plan. By making this election, you will receive \$1000 in cash on the Effective Date of the Plan. The election waives your right to participate in Class B-14. **Do not check the box in this Step unless you want to make the election and be treated in Class B-28.**

The undersigned whose aggregate Class B-14 claim(s) exceed(s) \$1000 hereby:


ELECTS to be in Class B-28 and to receive \$1000 in cash on the Effective Date of the Plan in lieu of any other distributions.

If you are eligible to make the Step 3 election but do not do so, your claim(s) will be treated in Class B-14, unless your claim(s) already is/are less than or equal to \$1000, in which case your claim(s) automatically will be treated in Class B-28. Note also that if you elect to be treated in Class B-28, you will receive no more than \$1000 regardless of the total amount of your Class B-14 claim(s).

**STEP 4 (SIGNATURE):**

By signing the Ballot, the undersigned certifies that he or she has been provided with a copy of the Disclosure Statement and the Plan.

Placentia Library District  
*Print or type name of creditor*

  
*Signature*

Elizabeth D. Minter, Library Director  
*If by authorized agent, name and title*

411 E. Chapman Avenue, Placentia, CA 92670  
*Address of Creditor (Please provide business address if you would like your personal address to remain confidential)*

**THIS BALLOT MUST BE RECEIVED BY THE VOTING AGENT BY  
5:00 P.M., PACIFIC TIME, ON APRIL 29, 1996  
OR THE VOTE TRANSMITTED HEREBY MAY NOT BE COUNTED.**

UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF CALIFORNIA

In re )  
 )  
COUNTY OF ORANGE, a )  
political subdivision of the State )  
of California, )  
 )  
Debtor. )

CASE NO. SA 94-22272 JR CHAPTER 9

BALLOT FOR ACCEPTING OR REJECTING  
DEBTOR'S PLAN OF ADJUSTMENT (CLASS B-  
12: NON-SCHOOL MUNICIPALITY COUNTY-  
ADMINISTERED ACCOUNT CLAIMS)



V1 B-12

245085

Placentia Library  
411 E. Chapman  
Placentia, CA 92670

PLEASE READ AND FOLLOW THE ATTACHED INSTRUCTIONS CAREFULLY.  
PLEASE COMPLETE, SIGN, AND DATE THIS BALLOT AND RETURN IT  
PROMPTLY USING THE ENCLOSED PRE-ADDRESSED ENVELOPE. (Terms used in  
this Ballot are defined in the attached Instructions.)

STEP 1 (AMOUNT OF CLAIM):

The undersigned is a holder of a Class B-12 claim against the County of Orange in the  
full claimed amount of \$\_\_\_\_\_ (enter dollar amount).

STEP 2 (VOTING):

The undersigned votes with respect to the "Plan of Adjustment" ("Plan") as follows:

Class B-12

To ACCEPT the Plan

To REJECT the Plan

STEP 3 (SIGNATURE):

By signing the Ballot, the undersigned certifies that he or she has been provided with a copy of the Disclosure Statement and the Plan.

Placentia Library District

*Print or type name of creditor*

Elizabeth D. Minter

*Signature*

Elizabeth D. Minter, Library Director

*If by authorized agent, name and title*

411 E. Chapman Ave., Placentia, CA 92670

*Address of Creditor (Please provide business address if you would like your personal address to remain confidential)*

THIS BALLOT MUST BE RECEIVED BY THE VOTING AGENT BY  
5:00 P.M., PACIFIC TIME, ON APRIL 29, 1996  
OR THE VOTE TRANSMITTED HEREBY MAY NOT BE COUNTED.



VOTING INFORMATION AND INSTRUCTIONS  
FOR COMPLETING THE BALLOT

1. This Ballot (the "Ballot") is to be used for casting votes to accept or reject the "Plan of Adjustment" (the "Plan") proposed by the County of Orange and for electing treatment thereunder. Pursuant to the Plan the secured portion of your claim against the County is classified and treated in Class A-20, and that portion of your claim that is unsecured as a result in a deficiency in the value of the property securing your Class A-20 Claim is classified and treated in Class C-2.
2. This Ballot summarizes certain information that is in the Plan and the accompanying Disclosure Statement which have been mailed to you. Please refer to the Plan and the Disclosure Statement for further information.
3. The Plan can be confirmed by the Bankruptcy Court and thereby made binding on you if it is accepted by the holders of two-thirds in amount and more than one-half in number of claims of those actually voting in each class of claims. In the event the requisite acceptances are not obtained, the Bankruptcy Court may nevertheless confirm the Plan if it finds that the Plan accords fair and equitable treatment to the class or classes rejecting it and otherwise satisfies the requirements of section 1129(b) of the Bankruptcy Code as applicable to the County Chapter 9 Case.
4. FOR YOUR VOTE TO BE COUNTED AS VOTING FOR OR AGAINST THE PLAN, YOU MUST FULLY COMPLETE THE BALLOT, INDICATE EITHER ACCEPTANCE OR REJECTION OF THE PLAN IN THE APPROPRIATE SPACE, SIGN AND RETURN THIS BALLOT TO THE VOTING AGENT. DULY EXECUTED ORIGINAL BALLOTS MUST BE ACTUALLY RECEIVED BY THE VOTING AGENT BEFORE 5:00 P.M., PACIFIC TIME, APRIL 29, 1996. IF A BALLOT IS RECEIVED AFTER THIS DEADLINE, IT MAY BE DISREGARDED. BALLOTS MUST BE RETURNED TO THE VOTING AGENT AT THE FOLLOWING ADDRESS:  
  
Kathy Bowman, Legal Assistant  
Hennigan, Mercer & Bennett  
601 South Figueroa Street, Suite 3300  
Los Angeles, CA 90017
5. If a Ballot is not completed in its entirety so that all the required information and signatures are provided, the Ballot shall not be counted unless the Court orders otherwise.
6. If you hold claims in more than one class, you will receive more than one Ballot, labeled for different classes of claims. Each Ballot votes only your claims marked on the Ballot. Your vote will be counted in determining acceptance or rejection of the Plan by a particular class only if you fill out and return the Ballot labeled for that class in accordance with the instructions on that Ballot.

7. If you complete and return more than one Ballot to be counted for the same claim, the Ballot received closest to, but on or before, the deadline to return Ballots shall be the Ballot that is counted.
8. Do not return any securities, instruments, or other documentation with the Ballot.
9. If your Ballot is damaged, or if you have any questions concerning voting procedures, please write to the Voting Agent or call her at (213) 694-1190.
10. The Ballot is for voting purposes only and does not constitute and shall not be deemed to constitute a proof of claim or an amendment to a proof of claim.

**IF YOU HAVE ANY QUESTIONS REGARDING THIS BALLOT OR THE  
VOTING PROCEDURES, PLEASE CALL THE VOTING AGENT AT 213-694-1190**

**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *edm*  
**DATE:** May 21, 1996  
**SUBJECT:** Transmittal of Election Information to the Registrar of Voters of Orange County

**BACKGROUND:**

The Transmittal of Election Information for Special District form has been completed and returned to the Registrar of Voters of Orange County. (Attachment A)

The information submitted is identical to that approved by the Library Board two years ago.

Changes can be submitted until June 1, 1996.

**RECOMMENDATION:**

Ratify Submission and Receive & File.

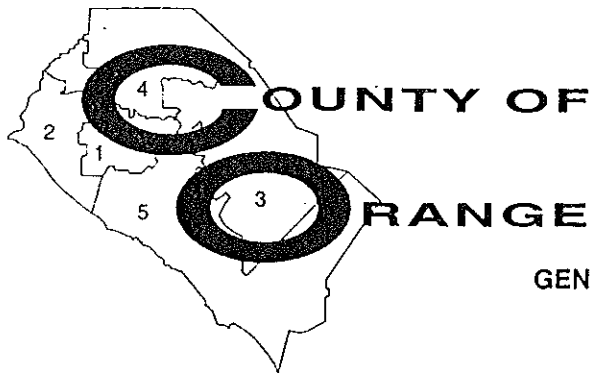


ROBERT A. GRIFFITH, Director  
General Services Agency

ROBERT G. LOVE, Deputy Director  
General Services Agency

ROSALYN LEVER, Registrar of Voters  
GSA/Registration and Elections

Mailing Address:  
P.O. Box 11298  
Santa Ana, California 92711



**GENERAL SERVICES AGENCY**

1300 S. Grand Avenue  
Santa Ana, California 92705  
(714) 567-7600  
TDD (714) 567-7608  
FAX (714) 567-7627

To: Manager/Director  
From: Registrar of Voters  
Date: April 25, 1996  
Subject: Election Information for November 5, 1996  
General Election

Enclosed is a Transmittal of Election Information form to be completed and returned to the Registrar of Voters office by June 1, 1996.

On the Transmittal of Election form please list the names of directors whose term will be up for election in November 5, 1996, including any board member appointed since your last election. Appointed members must file for the two year unexpired term if they were appointed to fill a vacancy which would not have been scheduled for election until 1998.

You are also asked if the district will or will not pay for Statements of Qualification by candidates for the district and the number of words the district authorizes may be used in such statements (200/400 words).

Pursuant to Elections Code §10522 the District is required to submit a current map showing the boundaries of the district and the boundaries of the divisions of the district, if any.

Candidate filing is July 15 through August 9, 1996, 5:00 p.m. The Candidate Handbook will be completed mid June. If you have any questions please call me at 567-7568.

Very truly yours,

A handwritten signature in cursive script, appearing to read 'Suzanne Slupsky', is written over a horizontal line.

Suzanne Slupsky  
Election Section Supervisor

SS  
Enclosures

TRANSMITTAL OF ELECTION INFORMATION  
SPECIAL DISTRICT  
(EC §10509, §10522)

Placentia Library District \_\_\_\_\_ DISTRICT

To the Registrar of Voters of Orange County:

Attached hereto is a map showing the boundaries of this district and the boundaries of the divisions of the district, if any, in which a director is to be elected at the general district election to be held November 5, 1996.

THE ELECTIVE OFFICES FOR WHICH A GENERAL ELECTION WILL BE HELD WITHIN THE SPECIAL DISTRICT ON NOVEMBER 5, 1996 ARE:

\_\_\_\_\_ directors to be elected at large

3 Trustees \_\_\_\_\_ to be elected at large  
(other office)

Directors to be elected in the following divisions:

One director in division \_\_\_\_\_

One director in division \_\_\_\_\_

One director in division \_\_\_\_\_

One director in division \_\_\_\_\_

One assessor \_\_\_\_\_

Please list below the names of the incumbents/appointed incumbents for the above positions:

Margaret V. Dinsmore  
\_\_\_\_\_

Robin J. Masters  
\_\_\_\_\_

Al Shkoler  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The district authorizes the candidate's statement to contain no more than:  
(200) or (400) words. (Circle one)

The district (will) (will not) pay for candidate's statement of qualification.  
(Circle one)

Dated May 2, 1996

E. D. Smith  
Library Director  
~~Secretary~~ of the Placentia Library

\_\_\_\_\_ District

(District Seal)

NOTE: The above information and boundary map must be filed in the office of the Registrar of Voters by June 1, 1996.

The secretary may personally deliver on or before the above date or may deliver by certified mail if it will be received by the Registrar of Voters in the ordinary course of the mails on or before the above date. (EC §10504)

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *elm*  
DATE: May 21, 1996  
SUBJECT: Legislative and State Budget Activities

**BACKGROUND:**

Report for California Special Districts Association 1996 Governmental Affairs Day

I attended the California Special Districts Association 1996 Governmental Affairs Day in Sacramento on Monday, May 6, 1996. In my opinion it was the best organized and presented legislative event that I have ever attended. Instead of cramming in a wide range of bills and subjects the day focused on three topics that have been identified by the CSDA Legislative Committee and Lobbyist (Ralph Heim) to be the most critical for this legislative session.

In addition to the general briefing by Ralph Heim (Attachment A) we had presentations from Assemblyman Fred Aguiar (Rep., Chino), Speaker Pro Tempore of the Assembly; Senator Bill Leonard (Rep., Inland Empire), member of many Senate policy committee including those dealing with State spending, and also member of the California Constitution Revision Commission (CCRC); and Assemblyman Dick Rainey (Rep., Contra Costa County), Chairman of the Assembly Local Government Committee. Assemblyman Rainey was substituting for Assembly Speaker Curt Pringle.

*CSDA Lobbyist Ralph Heim's General Comments*

The three main issues for this year are:

California Constitution Revision Commission (CCRC)

Consolidation Bills

Bills relating to reversing provisions of the Educational Relief Augmentation Fund (ERAF)

The momentum of downsizing is a force of its own. Public officials have been watching it happen in the private sector for years now so there is a general sense that it is inevitable.

The budget surplus that has been talked about from time to time by the media is a myth. President Clinton has notified Governor Wilson that he will not be receiving the \$3 billion he budgeted from the Federal Government for expenses dealing with the illegal immigrant problems. This will create a shortfall for 1996-1997 estimated now to be \$1.6 billion.

The Assembly Speaker and Senate President have appointed 14 Conference Committees to deal with a wide range of policy issues. These need to be closely watched as they may ultimately

replace all of the regular policy committees. It is unheard of to have this type of structure in place so early in the legislative session.

Keep getting the message about local funding out to the public. Special districts are too disconnected from our constituencies. He encouraged the use of community discussion groups to explore the use of district resources.

Assemblyman Phil Isenberg: "The worst thing we ever did was to bail out local governments after Prop 13." Had the State not bailed us out the crisis would have happened at the time of Prop 13 and the public would not be so confused about the relationship of our current fiscal problems to the 1978 election.

It's going to be a long, hot summer. Term limits means that those at the end of their terms are changing their attitudes and can vote what they believe. They are less sensitive to interest groups and less willing to yield to party leadership requests.

*California Constitution Revision Commission (CCRC)*

Had too broad a focus.

Was supposed to be consensus driven but most of the items voted out were on bare majority votes.

Local charter concept is probably going to be the main focus. **THIS HAS VERY DANGEROUS POTENTIAL.** It doesn't mandate consolidation but it does mandate county wide local studies that will be funded by the local agencies. The current language says that the State will "share" the costs in an unspecified amount or percentage. This will in effect become another unfunded State mandate.

We need to talk (with legislators and our constituencies) about the stupid stuff:

The current proposal is for local commissions of a minimum of 15 members.

Elected officials must be in the minority

Cities in each county selects 3 elected council members and three at large members.

Board of supervisors in each county selects 3 supervisors and three at large members.

School districts select 1 elected school trustee and one at large member.

Independent special districts select 1 elected official and one at large member.



Special districts have only 2 representatives regardless of the number of special districts in the county.

There are 8 counties in California that have only 1 city.

What is fair about how special districts are going to pay for this?

The charge to these charter commissions is to reduce total number of independent units of government (cities, counties, school districts and independent special districts) by 10%; and to provide a 5% overall savings for all units of government. Even though this proposal will go to the voters it will be phrased in such a way that no one in a right mind would vote no.

*Senator Leonard's Comments:*

Recommendations are now on a fast track,

The 23 members of the Commission have never all been present for a meeting.

Most of the problems with government are the people who are in office or managers. You can't eliminate corruption by revising the structure of the Constitution.

Many of the Commission's proposals are in complete conflict with the premise of Home Rule.

### *Consolidation*

On the issue of consolidation we haven't lost the fight yet BUT WE ARE DANGEROUSLY CLOSE.

Assembly Speaker Pringle and Senate President Lockyear wholeheartedly agree on one thing -- there are too many independent special districts. Pringle was quoted as saying that LAFCO in Orange County is dysfunctional...I supported the Gotch Bill (broadening LAFCO's powers and putting special districts on LAFCO) but we made a mistake letting special districts on LAFCO...they are hurting, not helping the process."

Pringle's expectations of the Gotch Bill:

That Independent Special Districts would rush to get representation -- it many counties this has not happened.

That LAFCO's would immediately begin consolidation processes -- it has not happened.

*"Cannibalization will continue, driven by desire for your tax base."*

We were urged to meet with legislators in our constituencies and to help candidates meet their constituents in our districts.

*Educational Relief Augmentation Fund (ERAF)*

AB 2797 (Aguilar) and SB 1865 (Craven)

Identical language. Has a clear nexus back to the ERAF shift in that it reverses back the growth to local government. Not a large amount of money but makes a philosophical statement.

AB2828 (Sweeney)

At the end of the fiscal year, after schools get their share (54%) of any leftover funds, local governments would get 50% of the remainder.

I met with Assemblyman Ackerman in the afternoon. We discussed most of the issues but mainly focused on why we are a special district instead of a city library and how the various proposals would impact us. I invited him to spend an afternoon at the Library during the term break this fall and he agreed.

I returned to the Conference Room in the evening for the reception. Assembly Speaker Curt Pringle and Assemblyman Scott Baugh both attended with several aides. I was standing by the door talking with Ralph Heim when Speaker Pringle arrived. After greeting me he turned to Ralph and several other Orange County special district officials and said: "Not all the Orange County Districts hate me, the Library Districts like me!"

CSDA Legislative Committee

CSDA has scheduled a Legislative Committee meeting for Chapter and type-of-district representatives on June 14, 1996. Buena Park Library Director Colleen McGregor and I plan to attend this meeting along with Mike Belote of California Advocates. The purpose of this meeting is to review bills and to develop strategy for the Constitution Revision proposals that affect special districts.

California Library Association Legislative Update

Attachment B.

**RECOMMENDATION**

That two representatives from the Library Board meet with Assemblyman Ackerman in his Fullerton Office on a Friday to discuss the District and its legislative concerns.

*Sandra Pegg*

P.02  
05/14/96

15:32 CAL SPECIAL DIST. → 9164415859

# Heim, Noack, Kelly & Spahrn

GOVERNMENTAL RELATIONS

Ralph A. Heim  
Russell W. Noack  
Anne Kelly  
Leslie S. Spahrn  
Paul J. Lunardi  
John Caldwell

**May 6, 1996**

**TO: Participants, CSDA Governmental Affairs Day**  
**FROM: Ralph A. Heim, Legislative Advocate**  
**RE: Legislative Report**

Welcome to CSDA's Annual Sacramento Governmental Affairs Day. We sincerely appreciate your understanding the importance of coming to Sacramento to discuss issues of importance to special districts with your legislators.

While CSDA is concentrating on a number of critical issues, we are following many others that are of interest to special districts. We have attached hereto the bills that the CSDA Legislative Committee and Board believe deserve our Priority #1 attention. Of these Priority #1 bills, a number deserve special mention.

**Assembly Bill 2797 (Aguilar) and Senate Bill 1865 (Craven) propose to return the growth associated with the property tax shifted to schools (ERAF) back to cities, counties and special districts. The bills enjoy broad support within the Legislature and within the State's business community.**

**A third bill related to the property tax shift, Assembly Bill 2828 (Sweeney), would allocate 50% of any State General Fund surplus to cities, counties and special districts. CSDA strongly supports these three bills designed to reverse the policy of the recent property tax shifts.**

**A second issue of critical importance to CSDA and all special districts is that of special district consolidation. Last year, Senate President Pro Tem Lockyer introduced Senate Bill 1232, which proposed to legislatively consolidate two special districts in Alameda County with voter approval. SB 1232 is currently in a conference committee.**

**This year, two additional special district consolidation bills have been introduced. The first, Senate Bill 1951 by Senator Mello, initially proposed to eliminate the Board of the Monterey Peninsula Water Management District, and turn their functions over to a board comprised of city and county officials. SB 1951 was recently substantially amended and CSDA and the District no longer oppose this legislation.**

**The remaining consolidation bill, Assembly Bill 2109 by Speaker Curt Pringle, proposes to consolidate 25 water and sewer special districts in Orange County, void of the existing LAFCO process which the Speaker argues is incapable of addressing the issue of special district consolidation in Orange County.**

1121 L Street, Suite 100  
Sacramento, CA 95814  
Tel (916) 442-4584  
Fax (916) 441-4925

P.03  
05/14/96

236  
15:32

6585T449T6  
CAL SPECIAL DIST. 9164415859

**Participants, CSDA Governmental Affairs Day**  
**Re: Legislative Report**  
**May 6, 1996**  
**Page 2**

**Assembly Bill 2109 has passed the Assembly Committee on Local Government, and is pending in the Assembly Committee on Appropriations.**

**In addition to the many proposals of interest to special districts, CSDA is also monitoring a number of initiatives currently in circulation for the November ballot. At this writing, it appears that the Jarvis Taxpayers' Organization-sponsored "Right to Vote on Taxes" initiative has qualified for placement on the November ballot. All special districts need to understand the potential impact of this initiative on their ability to impose benefit assessments, taxes and/or fees. CSDA Legal Counsel, David McMurchie, has prepared a detailed analysis of the initiative, which is available to CSDA members.**

**Again, my sincere thanks for your attendance at this important event, and we hope you will find the program and your visits with your legislators productive.**

**RAH/kmg**

**Attachment**

05/15/96 17:29:21  
MAY-15-96 WED 14:16

->

818 683 8897 Metro

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P. 01  
Agenda Item 28  
Attachment B

# MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING - 925 L STREET - SUITE 1400  
SACRAMENTO, CA 95814 - (916) 448-2106 - FAX (916) 448-4808

May 15, 1996

**TO:** CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS  
**FROM:** Mike Dillon, Lobbyist  
**RE:** ACTIVE WEEK FOR CLA

## I. SB 1958 PASSES SENATE APPROPRIATIONS

On Monday afternoon, the Senate Appropriations Committee passed SB 1958 on a vote of 10 ayes to 2 noes. While a number of individuals were present to state support for SB 1958, Committee Chair Patrick Johnston attempted to limit comments to only those questions raised at the previous weeks hearing. Additionally, CLA had distributed a memo to all members of the committee during the week, which responded to the issues raised. Senator Mello offered amendments which would give counties the option of placing a 1/4¢ sales tax for a period not to exceed five years before the voters, or an 1/8¢ sales tax for ten years. Voting in support of the measure were Senators Johnston, Alquist, Leslie, Dills, Hughes, Kelley, Killea, Leonard, Mello, and Polanco. Voting "no" were Senators Peace and Mountjoy. Senator Lewis was absent at the time of the vote. Thanks to Starrett Kreissman, Library Director Stanislaus County, who was present to answer questions on the Stanislaus County experience, in instituting the 1/8 cents sales tax under that county's specific authorization.

## II. POSITIVE STEP FOR PLF

Yesterday afternoon, the Assembly Budget Subcommittee on Education voted unanimously to add \$11.7 million to the Non-Proposition 98 General Fund Augmentation Checklist to bring the Public Library Foundation (PLF) funding to \$20.6 million for the coming budget year. The current level of funding for the PLF is approximately \$8.9 million.

In the 1988-89 budget, \$20.6 million was provided for the PLF Program. It was subsequently reduced over the years by Governor Deukmejian and then Governor Wilson. Members of the Budget Subcommittee and key legislative staff have been telling CLA that full funding of the PLF in the amount of \$50 million is "out of the question," given the fact the State is currently facing a deficit of approximately \$1.6 billion on the Non-98 side of the budget. While the Legislative Analyst is predicting revenues may be at least \$1 billion higher than the Governor's January estimates, cuts will still have to be made in some programs to balance the budget. Our readers will recall that 60% of any new state revenues automatically go to K-14 education under the Proposition 98 formula. Consequently, we have been urging legislators to at least return the PLF to the 1988-89 level, as a first step.

Post-It™ brand fax transmittal memo 7671		# of pages ▶ 2
To	MCLS / SLS DIRECTORS	From
cc	REN HAYDEN HUNTINGTON BEACH PL	Co.
cc	ROB RICHARD SANTA ANA PL	Phone #
cc	SUC CURZON, CEUN	Fax #
		818/683-8244
		818/683-8097

05/15/96 17:29:59  
MAY-15-96 WED 14:17

-&gt;

818 683 8897 Metro

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P. 02Agenda Item 28  
Attachment B  
Page 2

The hearing was led off by Dr. Kevin Starr, State Librarian; and CLA lobbyist, Mike Dillon. Testifying in support of the PLF augmentation were Henry Bates, Library Director-Mendocino County and Co-Chair of CLA's Legislative Committee; Jim Kirks, Director-North State Cooperative Library System; Ed Kierzykowski, Director-San Bernardino County Library; Michael Garafalo, Library Administrator-East County Region-L.A. County Public Library; and Kim Neel, President of the Friends of the Twenty-Nine Palms Library. Committee members appeared receptive to the comments of each of CLA's witnesses, who provided graphic testimony about the severe cuts their libraries have suffered in recent years. After announcing his decision to place \$11.7 million on the Augmentation List, Chairman Richter asked the position of the Governor's Department of Finance. The response of the representative was "we support the numbers currently provided in the Governor's Budget (the \$8.9 million)."

The action of the committee to place the \$11.7 million on the Augmentation Checklist is only the first step. It would have been preferable to have the money placed directly in the budget itself. However, in recent years, partly to relieve the pressure of the moment, both the Assembly and Senate have developed so-called "augmentation lists" to which all requests for funding for additional programs beyond the Governor's Budget, are placed. This includes both Proposition 98 school district requests and Non-98 General Fund requests. Prior to finalizing their budgets, committee chairs and the leadership of each house will determine which items are to be funded. At this point, CLA is cautiously optimistic as Assemblyman Gary Miller, Chairman of the 21-member Assembly Budget Committee, has indicated his support to CLA for the \$11.7 million augmentation.

On Monday, May 20th, the Senate Budget Subcommittee on Education will be considering the PLF issue.

mv/  
outyme 314

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *EM*  
 DATE: May 21, 1996  
 SUBJECT: Vending Equipment Purchase Authorization

**BACKGROUND:**

At its meeting on April 16, 1996 the Library Board authorized the purchase of 2 LAN computer workstations, the router, and 2 XCP card readers at a cost not to exceed \$13,080.85 with \$6,500.00 to be paid directly by Santiago Library System, \$2,586.00 for the card reader costs to be paid from FUND 702, and the balance, not to exceed \$3,994.85, to be paid from FUND 707. These items have been ordered and are scheduled for installation the week of May 20.

As staff was preparing to add the Reference Desk Internet computer and the computer with the talking book capabilities (Arkenstone software) to the LAN, we realized that we need to have two more vending units. Also, when final prices for the purchases approved last month were received the software for the vending units was \$75.00 more than the original estimate.

The following vending equipment is needed to complete the LAN configuration:

Item	Unit Cost	Total Cost
2 XCP Model 5879 Card Readers	\$1,050.00	2,100.00
3 OCS Software with Dongle for XCP Card Readers	225.00	675.00
CA/Orange County Sales Tax		215.06
<b>TOTAL</b>		<b><u>\$2,990.06</u></b>

**RECOMMENDATION:**

Authorize the purchase 2 XCP Model 5879 Card Readers and 3 OCS Software packages with Dongles at a cost not to exceed \$2,990.06, to be paid from FUND 702 and reimbursed with vending revenue proceeds.

*AL (Robin)*

( )

( )

( )

11/11/11

2



TO: Peggy Dinsmore, Library Board President  
 FROM: Elizabeth D. Minter, Library Director  
 DATE: May 21, 1996  
 SUBJECT: Salary History for Library Director

The Library Director was appointed on August 19, 1991 at a salary of \$60,000.

A merit increase of 8.3% was awarded in March, 1992 for a salary of \$65,000.

A 4.2% COLA was awarded in July, 1992 to all staff. The Library Director was included for a salary of ~~\$70,800~~ <sup>\$67,730</sup>

The Library Director declined all discussion of a merit increase in Fiscal Year 1992-1993 because of the severe budget cuts and pending staff layoffs.

The 3% COLA granted to staff effective January 1, 1994, did not include the Library Director.

A merit increase of 4.5% was awarded in March, 1994, which when adjusted for the COLA granted to the staff in January, 1994 provided a net merit increase of 1.5% for a salary of ~~\$72,072~~ <sup>\$70,800</sup>  
 a 1.8% COLA was awarded July, 1994. The Lib. Dir. was included ~~for salary of~~ <sup>\$72,472</sup>  
 A 3% COLA was awarded in July, 1992 to all staff. The Library Director was included for a salary of \$74,234.

The staff COLA for Fiscal Year 1996-1997, as stipulated in the Memorandum of Understanding, will be 2%. If the Library Director is included the change for the current salary will be approximately \$1,485 for a total of \$75,719.

Merit Adj.	Cur. Adj. \$74,234	Salary May 96	COLA Adj. 2%	Salary Jul 96
0.0%	0	74,234	1,485	75,719
1.0%	742	74,976	1,500	76,476
2.0%	1,485	75,719	1,514	77,233
2.5%	1,856	76,090	1,522	77,612
3.0%	2,227	76,461	1,529	77,990
4.0%	2,969	77,203	1,544	78,747
5.0%	3,712	77,946	1,559	79,505

Any changes will need to be followed up next month with a Resolution amending the Exempt Employees Salary Schedule.

*Closed session notes*

11/11/11

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CONFIDENTIAL WAGE / SALARY HISTORY

DATES		POSITION AND CLASSIFICATION	WORK LOCATION	RATE OF PAY		REASON FOR CHANGE
FROM	TO			AMOUNT	PER	
8/19/91		Library Director	60,000 AN	31.25 hr		
3/17/92			65,000 AN	5,416.67 mo		
7/1/92			67,730 annual	32.56 hr		4.2% COLA
3/21/94			70,800 annual			effective Jan 1, 1994 Review - Based Action
7/1/94			72,072 annual	34.65 hr		1.8% COLA off 7-1-94
7/1/95			74,234 annual	35.69 hr		3% COLA 7-1-95



TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *EDM*  
DATE: May 21, 1996  
SUBJECT: Evaluation of Library Director

**BACKGROUND:**

At its meeting on April 16, 1996 the Library Board requested an agenda item to discuss the evaluation of the Library Director.

A copy of the executive management evaluation form used by the City of Placentia is Attachment A.

**RECOMMENDATION:**

Determine an evaluation process and timetable for the Library Director.



# CITY OF PLACENTIA

## MANAGEMENT PERFORMANCE EVALUATION

Employee Name \_\_\_\_\_

Job Class \_\_\_\_\_

Department \_\_\_\_\_

Reporting period: From \_\_\_\_\_ To \_\_\_\_\_ Current Salary \$ \_\_\_\_\_ per month

### INSTRUCTIONS

1. In advance of an upcoming appraisal, the employee to be rated should obtain a copy of this form and complete the self-rating sections.
2. The rater should independently complete each item on the form, attaching additional sheets as necessary. Upon completion, the rater should obtain the employee's self-ratings and include them in the appropriate boxes with the evaluation.
3. The rating scale at the bottom of this page should be used as a guide in making ratings. Consider each performance dimension separately and do not allow your rating on one dimension to influence your judgement on others. For each, provide specific examples or critical incidents of performance to explain and support your rating.
4. In Section 3, the employee and the rater should list, comment on, and independently evaluate progress made on the previously-agreed-to goals.
5. The rater should use the "Summary Comments" and "Development Program" spaces at the end of the form to comment on any significant differences in ratings between the employee and the rater, and to recommend methods of improving performance.
6. Based upon the City's Merit Salary Program for Unrepresented Management Job Classes, the rater should make a salary recommendation for the employee, and recommend whether or not a probationer be granted permanent status, if applicable.
7. After completing the form and obtaining the City Administrator's approval signature, the rater should present the form to the employee and its contents should be fully discussed between them. The employee should be given a copy of the evaluation, and the original should be forwarded to Personnel for salary implementation and inclusion in the employee's file.

### RATING SCALE

**BELOW EXPECTATIONS** The employee's performance does not meet the standards for the classification. Improvement is needed in the specific areas noted in the comments.

**MEETS EXPECTATIONS** Results show job responsibilities are being performed **competently**.

**EXCEEDS EXPECTATIONS** Results show achievement which is valuable to the organization, and is beyond the job's objectives. Such performance exceeds what is reasonably expected of an individual in this job classification, who is fully performing the position's responsibilities.

## SECTION 1: GENERAL MANAGEMENT

1. **Employee Sick Leave** - Maintains satisfactory work unit sick leave record. Identifies patterns, if any, and initiates programs to reduce usage. Insures that sick leave is used only for legitimate purposes.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

2. **Overtime Administration** - Uses overtime prudently, for legitimate reasons as evidenced by average overtime hours per employee, dollar cost, and similar statistics.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

3. **Vehicle Accidents** - Maintains satisfactory vehicle accident record, as evidenced by miles driven per accidents per vehicle, and similar statistics.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

4. **Employee Safety** - Maintains a satisfactory record within work unit, as evidenced by number and type of lost time injuries, cost per injury, and similar statistics. Establishes programs to promote safety consciousness and reduce accidents.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

5. **Fiscal Management** - Uses financial resources in the most cost-effective manner. Does not exceed budget appropriations. Exercises effective method to control expenditures and offers suggestions to reduce budget.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

6. **Personnel Turnover** - Maintains satisfactory work unit turnover record, as evidenced by rate of turnover, reasons for turnover, and similar statistics. Minimizes negative turnover.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

7. **Employee Relations** - Maintains a positive, harmonious work atmosphere in work unit. Effectively deals with conflicts and grievances within.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			



**SECTION 1: GENERAL MANAGEMENT (Continued)**

8. **Problem Issues** - Keeps <sup>City Board</sup> ~~City~~ Administrator informed of potential problem areas and minimizes the necessity of the ~~City Administrator~~ <sup>Board</sup> to address problems associated with work unit.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

9. **Assignments** - Completes assignments in an acceptable manner, and within state deadlines. Promptly answers inquiries and is responsive to complaints.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

10. **Work Unit Productivity** - Maintains a high level of productivity within work unit. Looks for ways and makes necessary adjustments to expand or improve service without increase in manpower.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

11. **Affirmative Action Compliance** - Complies with the spirit of the City's program goals, and adheres to the policy of equal employment opportunity.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

12. **Employee Development** - Trains employees to better perform their current duties and to assume more responsibilities. Effectively uses performance evaluation.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

13. **Leadership Ability** - Exercises the ability to achieve desired results through other people. Willing to assume responsibility.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

14. **Supervisory Skills** - Exercises sound supervisory practices which include reviewing work of subordinates, taking corrective action when necessary, delegating authority, etc.

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

## SECTION 2: PERSONAL CHARACTERISTICS

1. **Imagination** - Does person show originality in approaching problems? Does this person create effective solutions? Is this person able to visualize the implications of various approaches?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

2. **Objectivity** - Is this person unemotional and unbiased? Does this person take a rational, impersonal viewpoint based on facts and qualified opinions?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

3. **Drive** - Is this person energetic and willing to spend whatever time is necessary to do a good job? Does this person have good mental and physical stamina?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

4. **Decisiveness** - Is this person able to reach timely decisions and initiate action, but not be compulsive?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

5. **Attitude** - Is this person enthusiastic? Cooperative? Willing to adapt?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

6. **Firmness** - Does this person have the courage of his/her convictions? Is this person firm when convinced, but not stubborn?

	Below Expectations	Meets Expectations	Exceeds Expectations
Employee			
Supervisor			
Comments: _____			

**SECTION 2: PERSONAL CHARACTERISTICS (Continued)**

	Below Expectations	Meets Expectations	Exceeds Expectations
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7. **Communication** - Does this person communicate effectively and sufficiently, both orally and in writing, to all appropriate levels of the organization?

Employee			
Supervisor			
Comments: _____			

8. **Problem-solving Ability** - Does this person solve problems and issues facing him/her in a timely and effective manner?

Employee			
Supervisor			
Comments: _____			

9. **Organization** - Does this person effectively organize and plan his/her work?

Employee			
Supervisor			
Comments: _____			

10. **Interpersonal Sensitivity** - Is this person sensitive to the feelings of others and able to establish and maintain positive, effective working relationships with employees and the public?

Employee			
Supervisor			
Comments: _____			

11. **Technical Knowledge** - Does this person possess the technical knowledge commensurate with the position he/she holds?

Employee			
Supervisor			
Comments: _____			

**SECTION 3: ACHIEVEMENT OF WORK UNIT MISSION; GOALS AND OBJECTIVES**

Each <sup>by the</sup> management employee formulates a work unit mission statement and goals and objectives on a fiscal year basis, with the concurrence of the City Administrator.

These mutually-agreed-upon objectives, responsibilities and work goals become jointly understood standards for later evaluation of performance in terms of results achieved in accordance with the following criteria:

1. Evaluation of preparation and analysis of goals themselves.
2. Were goals attained?
3. Method by which attained.
4. Obtained in timely manner.
5. Objectives reached within the estimated costs.

List, comment on, and evaluate the progress made on each of the goals in the space provided below. Use an additional page if necessary.

- Goals No. 1. Develop and implement public service CD-Rom  
COMMENTS: \_\_\_\_\_
2. Proposed plan of Personnel Handbook  
COMMENTS: Proposed ~~over~~ No funds available
3. Fixed asset inventory  
COMMENTS: Personal done but employees not done
4. Assist Foundation with its operations and  
COMMENTS: grants
5. \_\_\_\_\_  
COMMENTS: \_\_\_\_\_
6. \_\_\_\_\_  
COMMENTS: \_\_\_\_\_
7. \_\_\_\_\_  
COMMENTS: \_\_\_\_\_

	Not Met	Met	Exceeded
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Employee Supervisor		✓	
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Employee Supervisor	✓		
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Employee Supervisor	✓		
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Employee Supervisor		✓	
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Employee Supervisor			
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Employee Supervisor			
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Employee Supervisor			
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# OVERALL EVALUATION

RECOMMEND PROBATIONER BE GRANTED PERMANENT STATUS YES <input type="checkbox"/> NO <input type="checkbox"/>
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	Below Expectations	Meets Expectations	Exceeds Expectations
Employee Supervisor			

Summary Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Development Program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BASED UPON THIS EVALUATION, RECOMMEND EMPLOYEE'S SALARY BE ADJUSTED BY \_\_\_\_%.

RATER'S SIGNATURE

CITY ADMINISTRATOR'S SIGNATURE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

THIS REPORT HAS BEEN DISCUSSED WITH ME AND I HAVE RECEIVED A COPY.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *eh*  
 DATE: May 21, 1996  
 SUBJECT: Travel Authorizations

*Sally/Erin*

**BACKGROUND:**

1. Ratify travel for Library Director Minter to attend the California Special District Association (CSDA) Governmental Affairs Day in Sacramento on Monday, May 6, 1996, at a cost of \$445.38.

Cost Summary

Registration	\$ 95.00
Lodging	99.68
Air Travel	195.00
Local Transportation	18.00
Mileage	37.70
<u>Total</u>	<u>\$445.38</u>

2. For Library Director Minter, Principal Librarian Ammar, and Administrative Assistant Dumitru to attend the CSDA personnel workshop (Attachment A) in Ontario on Friday, June 7, 1996, at a cost of \$285 for 3 registrations, plus mileage.

Participation to be funded through the District's Staff Development Account with the Santiago Library System. The current balance in this account is approximately \$1,200.

3. For Library Director Minter to attend the CSDA Legislative Committee Meeting in Sacramento on Friday, June 14, 1996, at a cost not to exceed \$343.00.

Cost Summary

Lodging	70.00
Air Travel	195.00
Meals	30.00
Local Transportation	18.00
<u>Mileage/Parking</u>	<u>30.00</u>
<u>Total</u>	<u>\$343.00</u>

Participation to be funded through the District's Staff Development Account with the Santiago Library System. The current balance in this account is approximately \$1,200.

**RECOMMENDATION**

1. Ratify travel for Library Director Minter to attend the California Special District Association (CSDA) Governmental Affairs Day in Sacramento on Monday, May 6, 1996, at a cost of \$445.38 to be paid from the General Fund.
2. Approve travel expenses for Library Director Minter, Principal Librarian Ammar, and Administrative Assistant Dumitru to attend the CSDA personnel workshop in Ontario on Friday, June 7, 1996, at a cost of \$285 for 3 registrations, plus mileage, to be paid from the District's Staff Development Account with the Santiago Library System.
3. Approve travel expenses for Library Director Minter to attend the CSDA Legislative Committee Meeting in Sacramento on Friday, June 14, 1996, at a cost not to exceed \$343.00, to be paid from the District's Staff Development Account with the Santiago Library System.



# “MANAGING WITHIN THE LAW IN THE 90s” A COMPREHENSIVE, INTERACTIVE TRAINING SESSION

RED LION HOTEL, SACRAMENTO - JUNE 6, 1996

COUNTRY SUITES BY AYRES, ONTARIO - JUNE 7, 1996

## PURPOSE

“Managing Within the Law in the 90s” is a comprehensive, interactive training session designed specifically for special district staff, directors and legal counsels. In today’s world, all local government employers need to keep current on personnel issues—and they change so rapidly. One wrong move can land your district in a courtroom. Never before has CSDA had the opportunity to offer such a comprehensive personnel workshop. This training session will prepare your staff and directors to manage within the law in the 90s.

Quick Study sessions will be offered on: violence in the workplace, avoiding wrongful discharge claims and substance abuse and privacy.

## OBJECTIVES

### PARTICIPANTS WILL:

- Learn how to avoid wrongful claims;
- Learn the most effective techniques in protecting your employees against violence in the workplace;
- Improve skills on how to conduct an in-house investigation;
- Review anti-discrimination and reasonable accommodation law;
- Improve how your district personnel is managed by reviewing the *most common mistakes by employers*.

**CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

**“MANAGING WITHIN THE LAW OF THE 90s”  
A COMPREHENSIVE, INTERACTIVE TRAINING SESSION  
TENTATIVE AGENDA**

**FRIDAY**

<p>8:30 a.m.           <b>Registration/Check-in</b> (Breakfast beverages and muffins)</p> <p>9:00 a.m.           Welcome &amp; Introductions</p> <p>9:15 a.m.           Diversity and Equal Opportunity</p> <p>10:15 a.m.          Quick Study: Violence in the Workplace</p> <p>11:00 a.m.          How to Conduct an In-House Investigation</p> <p>12:00 p.m.          Lunch (included in registration)</p>	<p>1:00 p.m.           Sexual Harassment Prevention</p> <p>2:15 p.m.           Quick Study: Substance Abuse and Privacy</p> <p>2:45 p.m.           Quick Study: Avoiding Wrongful Discharge Claims</p> <p>3:00 p.m.           Managing in The 90s: Tips for a New Approach</p> <p>4:00 p.m.           Questions/Answers /Evaluation</p>
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**REGISTRATION FORM**

**“MANAGING WITHIN THE LAW IN THE 90s”  
A COMPREHENSIVE, INTERACTIVE TRAINING SESSION**

**CHECK ONE:**

<input type="checkbox"/> <b>WORKSHOP #1</b> JUNE 6, 1996 RED LION HOTEL SACRAMENTO	<input type="checkbox"/> <b>WORKSHOP #2</b> JUNE 7, 1996 COUNTRY SUITES BY AYRES ONTARIO
--	--

**FEES**

CSDA Member	\$ 95	\$ _____
(includes luncheon and breakfast beverages)		
NON-CSDA Member	\$125	\$ _____
(includes luncheon and breakfast beverages)		

Total Enclosed : \$ \_\_\_\_\_

NAME \_\_\_\_\_

DISTRICT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

TELEPHONE (     ) \_\_\_\_\_

FAX (     ) \_\_\_\_\_

**PLEASE RETURN TO:**  
 CSDA  
 1121 L Street, Suite 508.  
 Sacramento, CA 95814  
 (916) 442-7887  
 FAX (916) 442-7889

\_\_\_\_ VISA  
 \_\_\_\_ MASTERCARD  
 PRINT ACCOUNT NAME \_\_\_\_\_  
 ACCOUNT # \_\_\_\_\_  
 EXPIRATION DATE \_\_\_\_\_  
 AUTHORIZED SIGNATURE \_\_\_\_\_

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *edm*  
DATE: May 21, 1996  
SUBJECT: 1996 Staff Appreciation Dinner

**BACKGROUND:**

The 1995 Staff Appreciation Dinner was held at the home of Board Secretary Sandra Stark.

No plans have yet been made for the 1996 Dinner.

**RECOMMENDATION:**

Set a date, location and budget for the Staff Appreciation Dinner.



TO: Elizabeth Minter, Library Director  
FROM: Suad Ammar, Principal Librarian  
DATE: May 21, 1996  
SUBJECT: **Program Committee Report for the Month of April 1996**

**National Library Week:** The Friends of the Placentia Library and the Library presented "The Stars of the Library Galaxy" in recognition of National Library Week, on Monday April 15. Tea was served with snack food.

Peggy Dinsmore, President of the Library Board of Trustees, welcomed the guests at the reception that was given in honor of:

- The volunteers who have accumulated 50 hours or more during the year.
- Ruth Cain, a long time Friend who has recently retired, was honored and presented with a certificate of recognition.
- Placentia authors:  
Leland Bellot, P.h.D., Charles Frazee, P.h.D., Dorothy Freeman, Carol Gallo, Steven Kaye, Kathy Collard Miller, Marcial Prado, P.h.D., Clairee Tynes and Victoria Weselich.
- The Star Readers who shared their favorite selections with the audience:  
Stephanie Baldwin, Miss Placentia; Carol Downey, the Mayor of the City of Placentia; Dorothy Freeman, author; Carol Gallo, Executive Director of the Placentia Chamber of Commerce and author; A.C. "Pat" Irot, President of the Friends of the Library; Kathy Collard Miller, author; Amber Sehi, Placentia Student and winner of the Orange County Writing contest and Carl Westberg representing H.I.S. House.

Dr. Joseph Arnold was the Master of Ceremonies, he opened and closed with readings from Mark Twain.

**Volunteer Workshops:** Pat Irot, President of the Friends of the Library proposed the idea of a series of workshops for volunteers in recognition of National Volunteer Week, and to celebrate the contributions of the Library volunteers "Present, Past and Future". She planned and executed this idea with the help of Gloria Clark, the Volunteer Coordinator, and Suad Ammar, the Principal Librarian. Six workshops were offered on Thursday April 25,

Program Committee Report for the Month of April, 1996 Page 2

between 11:00 a.m. and 1:45 p.m. The workshops covered the following subjects:

- 1- How to help the Friends with the book sales.
- 2- How books make their way to the Library shelves.
- 3- How to mend damaged books
- 4- How Library decisions are made
- 5- The Literacy Program and how to become a tutor.
- 6- How to use the Library's new technology.

The kick-off was presented by Carol Geisbauer, Director of the Non-profit Resource Center at the Volunteer Center of Greater Orange County. Elizabeth Minter, Library Director welcomed the sixteen participants and the Friends who attended the workshops.

The evaluations reflected a satisfied group, many participants wished they could have attended all workshops and asked that the workshops be repeated next year.

**Placentia Chamber of Commerce Mixer:** The Library hosted the Chamber Mixer on Thursday April 18. Four training stations were staffed by Reference librarians who gave guests individualized training on the new "Electronic Reference resources," while the rest networked and wondered around discovering the Library. Two Best Sellers were given as door prizes.

TO: Elizabeth Minter, Library Director  
 FROM: Suad Ammar, Principal Librarian  
 DATE: May 21, 1996  
 SUBJECT: Program Committee Report for the Month of April 1996.

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	APRIL 96	
	#	#
<i>ADULT SERVICES</i>		
National Library Week	1	58
National Volunteer Day Workshop	1	23
Placentia Chamber Mixer	1	35
Placentia Pride	1	0
<i>CHILDREN'S SERVICES</i>		
Afterschool Special	4	49
Class Visits	27	171
Story Hour	9	138
<i>LITERACY SERVICES</i>		
Citizenship Exam	1	17
Conversation Group	5	24
ESL Tutor Workshop	1	6
Tutor Training Workshop	1	12
Families For Literacy	3	69





TO: Elizabeth Minter, Library Director  
FROM: Cheryl Willauer,<sup>cw</sup> Library Assistant in Children's  
DATE: May 21, 1996  
SUBJECT: April Activities in the Children's Department

**Preschool Storytime** - The Spring storytime session started April 1 with the theme of the storytime theme of "Things That Go". Nine story times were given with a total of 138 children attending.

**After School Specials** - Four after school crafts session were held with 49 children attending.

**Summer Reading Program** - The theme for the summer reading program is Camp Read S'more. The Santiago Library System, Serra Cooperative and MCLS Libraries are all sharing the theme and Wells Fargo Bank is sponsoring the Reading Logs and Certificates. Our Way Out Wednesday programs are all booked, and the Children's Department is very grateful to the Friends of Placentia Library for funding all seven programs. The flyer that will be distributed to all Placentia school children promoting the Summer Reading Program is almost ready for printing.



TO: Elizabeth Minter, Library Director  
FROM: Cheryl Willauer<sup>cw</sup>, Library Assistant  
DATE: May 21, 1996  
SUBJECT: Publicity materials produced for April 1996

**Information on the Placentia Library cable channel #53:**

1. National Library Week Celebration of the "Stars of the Library Galaxy."
2. Friends of the Library Annual Booksale in May.
3. Spring session of Story Time for Children.
4. Community Network to meet.
5. Literacy asking for volunteers to take the tutor training program.
6. After School Specials for children 7-12 years old.
7. Library Hours.
8. Volunteers needed for the Library.
9. Placentia Library Trustees.
10. Citizenship test given once a month, contact the Literacy Office.

**Newspaper articles published:**

1. Saluting a special lady - Ruth Cain.
2. National Library Week will be celebrated at the Placentia Library.
3. Volunteers at the Library were honored.
4. Editorial - Expand library hours (Orange County branches)
5. Placentia's authors and library volunteers honored for their love of the written word.
6. Library hosts monthly citizenship exam.
7. City resume of Placentia.
8. Council happy with library fee legislation.
9. Volunteers in the stacks.
10. Study describes library inefficiency.
11. Achieving Women - Pat Irot honored.
12. One thing is still right with O.C. Libraries: The Staff.
13. Library Solutions

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly

APR - 4 1996

**SALUTING A SPECIAL LADY:**  
Ruth Cain, long a devoted, industrious member of the Friends of the Library board, will be honored as a Director Emeritus at the Friends annual meeting at the Placentia Library, April 15. National Library Week is April 15 through 19. In addition to the annual meeting, local published writers will be recognized (be sure to call Suad, 528-1906, she has a special invitation and information for you).

More information on the Celebrity Author's Luncheon where Elizabeth George wow'd the audience: Got the word Assemblyman Dick Ackerman was maitre'd and Saundra Stark, library trustee and library foundation president, collected the largest total tip amount.

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

The Register  
Daily APR 11 1996

**PLACENTIA 332**

National Library Week will be celebrated at 5 p.m. Monday with a "Stars of the Library Galaxy." The family-oriented event features local authors, library volunteers and staff who will be on hand for an afternoon tea and recognition ceremony. The library volunteers' annual meeting takes place at 7:30 p.m., including the election of a new board of directors. Director Emeritus Ruth Cain will be honored, and surprise "celebrity readers" will contribute selections from their favorite litera-

ture. The library is at 411 E. Chapman Ave. Call (714) 528-1906.

- Sharilyn Miller  
(714) 704-3704

**pacific clippings** Agenda Item 35

post office box 11789 Page 2

santa ana, calif. 92711

The Register

Daily

APR 11 1996

## **Expand library hours**

Thank you for writing articles concerning the needs of our county libraries. We are behind in the implementation of cost techniques. The library hours do not need to be cut back, but, alternatively, they need to expand their weekend hours and remain open until 11 p.m. With the high number of professional retirees, we could do this with volunteers, charge a small entrance fee to the libraries, and obtain a reserve police officer to be present in the evening hours for security. They also could serve soft drinks and coffee outside so we can get more people to participate in using the vast services that can be provided.

If you go to some of our major bookstores, you see large crowds of people with children milling about while you see our libraries with padlocks on the doors. The taxpayer is not getting a fair shake.

Ronald P. Kreber

Laguna Niguel

Mr. Kreber is presiding judge of the Municipal Court of South Orange County Judicial District.

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News

Weekly

APR - 8 1996

## **briefly**

### **Library hosts monthly citizenship exam**

Attention citizenship applicants: you can take the citizenship exam at the Placentia Library if you are eligible to apply for U.S. citizenship within the next year, have studied U.S. history and government, and are at an intermediate or advanced level of English proficiency.

The library, at 411 E. Chapman Ave., offers the citizenship exam at 8:30 a.m. Saturday. For information, call 524-8408.

Placentia News  
Weekly APR 20 1996

### Placentia's authors and library volunteers honored for their love of the written word

By Sharilyn Miller  
Placentia News-Times 332

A galaxy of Placentia "stars" were honored Monday night at the library's annual ceremony, in recognition of this week's National Library Week.

Volunteers, staff, local authors and "celebrity" readers came out for an evening of literature readings and received certificates of appreciation from longtime volunteer Pat Irot, Friends of the Library president.

"We're really proud of our volunteers," Irot said as she handed out the certificates and noted the number of hours each had served. "They've been a long and sustaining force here for us. They mend and clean books, shelve them, check them in, you name it."

Volunteers were not the only ones lauded. Ruth Cain was designated Director Emeritus and recognized for her 16 years of service as a trustee of the board of directors for the Placentia Library District. Cain was responsible for starting the library's popular annual book sale and honor-system book store in the front lobby.

In addition, 14 Placentia authors were recognized for their achievements in publishing both fiction and non-fiction for adults and children. Gordon Bakken, Leland Bellot, Maureen Burton, Jan Frank, Charles Frazee, Dorothy Freeman, Carol Gallo,



Cain

Steven Kaye, Kathy Miller, April Ottavian, Marcial Prado, David Skates, Clairee Tynes and Victoria Weselich all received certificates of appreciation.

"Authors and libraries belong together," said Irot. "We need to take pride in the authorship in our community."

As the crowd of guests

munched on cookies and finger sandwiches, library Director Elizabeth Minter introduced the staff. Principal Librarian Suad Amar with 20 years of service to the library, was followed by Senior Librarian Cindy McClain, Reference Librarian Julie Shook, Adult Literacy Coordinator Katie Mattis, Volunteer Coordinator Gloria Clark, and Fam-

ilies for Literacy Coordinator Janine Walters.

Peggy Dinsmore, president of the Placentia Library District board of trustees, welcomed the crowd and introduced actor Joseph Arnold, who gave an impression of Mark Twain and then proceeded to introduce the "star" readers of the evening.

### pacific clippings

post office box 11789  
santa ana, calif. 92711

The Register  
Daily APR 20 1996

### PLACENTIA 332

Volunteers at the library were honored this week at the library's annual ceremony, in recognition of National Library Week. Volunteers came out for an evening of literature readings and received certificates of appreciation from longtime volunteer Pat Irot, Friends of the Library president. Placentia authors were recognized for their achievements. "Authors and libraries belong together," Irot said.

- Sharilyn Miller  
(714) 704-3704

The Register  
 Daily APR 29 1995

332

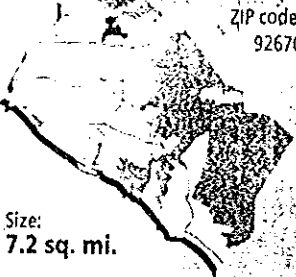
## CITY RESUME

### STATISTICS

Population	45,339*
Median income	\$50,945
People under age 18	26%
Percent unmarried	33%

\* 1995 estimate

## PLACENTIA

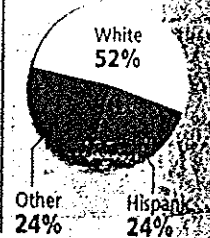


### HOUSING

Median home value	\$252,800
Average rent	\$814
Housing units	14,370
Housing vacancy	2.61%
People per household	3.22

2.91 countywide

### DEMOGRAPHICS



### BUSINESSES\*

Total	644
Total as a percent of county	1.1%
Total employed	8,905
Employed as a percent of total county	0.8%

#### Top 5 private employers

Placentia Linda Hospital	300
Knott's Berry Farm Foods	200
Hartwell Corp.	197
Control Air Conditioning	180
A-1 Carbide Corp.	100

\*Some information is based on ZIP code boundaries.

### TOP THREE MAJOR BUSINESS ACTIVITIES

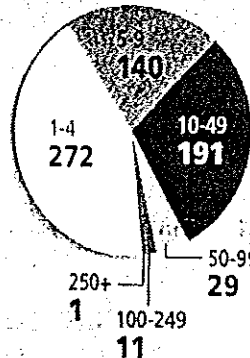
	No. of firms	Percent
Retail trade	114	17.7%
Services: Hotels, personal, business	114	17.7
Manufacturing	94	14.6

### FIRM TYPE

Single location	463
Headquarters	44
Franchises	22
Divisions	9
Branches	106

### FIRM SIZE

By number of employees



### TAXABLE SALES

\$253 million in 1994, up 5.3 percent from 1993.

### BUSINESS LICENSE FEES

For a new retail, wholesale or service business license the flat fee is \$33, good until the end of the calendar year. For general contractors it's \$105; subcontractors, \$60. For professional businesses the fee is \$60 per professional, \$13 per nonprofessional in company, good for the fiscal year.

### SPECIAL BUSINESS AREAS

For retail areas you'll find:  
 • Placida Santa Fe, at Santa Fe Street and Bradford Avenue.  
 • There are some major retail centers along Yorba Linda Boulevard.  
 Industrial areas can be found in southern Placentia.

## ITEMS OF INTEREST

Early Spanish settlers called the area "peor que nada," meaning "worse than nothing." The word "Placentia" could be a derivative of a Spanish word meaning "pleasure" or "pleasant." The city says the name means "pleasant place." The city hosts its annual Festival of Arts and Cultures Street Faire in August and Heritage Days Festival and Parade in October.

## TELEPHONE

**INFOSTORE:** Register InfoStore sells City Resumes for O.C. cities, Long Beach, Oceanside, La Mirada and Corona. Individual resumes are \$5. A package of all cities is \$25. Call (714) 565-6077 to order.

**City Hall:**  
 401 E. Chapman Ave. .... 993-8117  
**Chamber of Commerce:**  
 201 E. Yorba Linda Blvd., Suite C .... 528-1873  
**Telephone:**  
 Pacific Bell ..... (800) 300-2355  
**Electricity:**  
 So. California Edison Co. .... (800) 655-4555

**Gas:**  
 So. California Gas Co. .... (800) 427-2000  
**Water:**  
 So. California Water Co. .... 528-1452  
 Yorba Linda Water District ..... 777-3018  
**Trash:**  
 Placentia Disposal ..... 238-3300

Compiled by Melodie Nyman Posada.  
 Some business data provided by Inside Prospects, Costa Mesa, 631-0234

Note: Area code is 714 unless otherwise stated.

## pacific clippings

post office box 11789  
santa ana, calif. 92711

Daily Pilot  
Daily APR 23 1996

# Council happy with library fee legislation

332

■ Bill sponsored by Sen. Ross Johnson would allow city to charge non-residents and not lose state funding.

By Evan Henson, *Daily Pilot*

NEWPORT BEACH - City leaders declared themselves satisfied with the progress of a newly sponsored bill, which would give them the green light to charge non residents a fee to use city libraries.

On Monday night, the Newport Beach City Council listened to a presentation on the Senate bill authored by Sen. Ross Johnson, which heads to a legislative committee Wednesday.

No council vote or action was required Monday, but both Mayor Hedges and Norma Glover said the bill, if approved, might go a long way to solving one of the city's longstanding problems.

Nearly half the people who use the library do not live in Newport Beach. Thus, Newport Beach residents pay a much greater percentage of the costs than non-residents.

Library officials have con-

sidered withdrawing from the Santiago Library System, a move which might cost the city up to \$300,000 annually in state reimbursement.

Johnson's bill would let the state Board of Library Services waive the board's prohibitions of non-resident fees if it was

determined that any given library was incurring an unreasonable financial demand from non-residents.

Norma Glover

Recent changes to the Johnson bill also impose an annual fee cap of \$25 per library card for non-residents. However, both Hedges and Glover said they would prefer that no amount be specified in the legislation since it would then take a state act to amend the figure.

The bill reaches its first committee, the Senate Education Committee, Wednesday in Sacramento. City Councilman Tom Edwards and City Librarian LaDonna Kienitz will testify at the hearing.



EDITORIALS

## Volunteers in the stacks

32  
**H**ere's some grist for the runoff elections for the 1st and 3rd county supervisorial districts: What do the candidates think about the idea floated last week to raise property taxes to help shore up local public libraries?

That question ought to be put by debate-goers, or any other interested voters, to Assemblyman Mickey Conroy and to prosecutor Todd Spitzer, who are battling for the 3rd District seat, and to Garden Grove Councilman Mark Leyes and Westminster Mayor Chuck Smith, vying for the seat in the 1st District.

The answer we'd be happiest to hear would be one that suggests something more creative than that knee-jerk proposal for raising taxes.

Yes, the county's 27-branch library system is in a financial bind, one of the side-effects of the state's action a few years back in seizing a big chunk of property-tax revenue from the counties. But why, oh, why are higher taxes always the first resort that many government operatives would like us to check into?

The same report — prepared for the county by a private consulting firm — that calls for a possible property-tax increase also suggests organizational consolidations, the formation of a special district to run the libraries, or turning them over to the cities.

This at least points in the right direction. With dozens of libraries in the area, not just those run by the county but also facilities operated by cities or by community colleges or those at Cal State Fullerton, some kind of inventive teamwork would seem a natural strategy for gaining savings by pooling resources and getting economies of scale.

(The worst of those ideas is for establishing a special district, another layer of redundant government whose board members aren't directly accountable to the people but who would still potentially have the power to raise taxes.)

How about still other options that somehow never get mentioned in news stories — or by the bureaucrats pushing new taxes — such as charging people a nominal sum to borrow books, or at least asking a free-will offering? Or encouraging private funding for one or more libraries, à la Andrew Carnegie?

Then there is the possibility of making use on a much broader basis of volunteers — retired librarians, for instance, but "lay people" as well.

The possibilities in trimming personnel costs this way will be belittled only by public-employee unions and their allies. Unfortunately, too many of our elected officials jump when

The county's 27-branch library system is in a financial bind. But why are higher taxes always the first resort of many government operatives?

those unions bark. A good way to find out whether this is true also of any of the candidates running for supervisor this time would be to ask them the question directly: Sir, how do you feel about cutting costs and broadening community involvement in the libraries by recruiting volunteer workers on a much more intensive basis?

Indeed, since the outset of the bankruptcy, this newspaper has called on the Board of Supervisors to establish a major effort to stimulate volunteerism for agencies private and public — and so far there's been no response — zip, zero, nada — from the five dynamos on the board. Are they deaf, or just hoping we'll go away — voluntarily?

Larry Tenney, chairman of the board of directors at the Volunteer Center of Orange County, has sketched a similar opportunity for Orange County, noting how San Diego County officials have made a systematic effort to utilize volunteers to support county programs and services. "I did a little homework ... and discovered that in San Diego County they are saving \$20 million a year using volunteers," Mr. Tenney said in a letter to the *Register* last year. "A county volunteer coordinator recruits, trains, and places hundreds of volunteers who play roles ranging from janitorial services and grounds maintenance to secretarial support and law clerks."

He offered the idea to the supes on a silver platter: "With San Diego as the model, the County of Orange and the Volunteer Center ought to collaborate on a program that has the potential to either save local taxpayers \$20 million per year or add another \$20 million in services to Orange County taxpayers without costing them a dime."

Why not start by focusing on the area's very real library needs, in a manner that strengthens and enhances things without tapping overburdened taxpayers?

What do you say, Messrs. Spitzer, Conroy, Leyes, and Smith?

For that matter, what do the sitting board members say? Or rather, why aren't they saying anything? Could someone please volunteer an answer?



## pacific clippings

post office box 11789  
santa ana, calif. 92711

The Register  
Daily APR 12 1996

# Study describes library inefficiency

337

**LIBRARIES:** Cities hear consultant describe depth of budget woes.

By ANN PEPPER  
The Orange County Register

COSTA MESA — Leaders from the 22 cities with county branch libraries got their first official briefing Thursday on a study intended to help them decide the future of the Orange County Public Library.

The message: Change the structure of the system or face cuts that threaten its viability.

The study, by John Heiss of Cupertino consultants David M. Griffith & Associates, offered alternatives for operating the 27-branch system more efficiently.

The hottest topic in the meeting was the report's suggestion that the county Board of Supervisors create a quasi-independent Library Advisory Board to run the system. The proposal would cut about \$1.7 million in county overhead costs from the library budget and give cities more control over library staffing, purchasing and programs. A second option would create an independent joint-powers authority.

Many council members remained unconvinced that the options offered served their cities best.

"I'm still very skeptical about staying under the wing of county government, unless it can be guaranteed they will take away the county overhead (costs)," Costa Mesa Mayor Joe Erickson said.

Heiss said that without an infusion of new money, the library will stay in the black only with critical cuts in programs and services. Officials said Thursday that the proposed 1996-97 county library budget calls for eliminating 18 jobs.

The new budget would slash by 25 percent spending for books, periodicals and on-line access.

"This is as low as (the library budget) can possibly go and remain viable," county Librarian John Adams said.

No decisions were made at the gathering, a meeting of the Orange County Division of the League of California Cities. Individual city councils will take up the issue, although their votes are advisory. The report goes to the county Board of Supervisors — which has the final decision — in the next few weeks.

## pacific clippings

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly APR - 4 1996

**ACHIEVING WOMEN:** Almost 70 family members, friends, co-workers and Business and Professional Women's Organization members came together in February to honor three outstanding women at their Annual Awards Dinner.

"We couldn't help but be impressed by the list of dignitaries who brought proclamations and letters of congratulations to our Woman of Achievement, A.C. "Pat" Irot," said Gloria Shkoler. Pat is an associate professor at the University of Redlands and educational consultant at the Placentia Yorba Linda United School District. She is president and very active in all areas of

**NEWCOMERS:** Welcome to Placentia Bud and Marie Spaulding. Marie's hobbies include reading, figure skating and baseball. Bud, who is a native Californian, enjoys golf and watching football. (Hang in there Bud, exhibition games start in August!) Dina Roller over at Hacienda Mobile Park along with her neighbors, friends and us, say "Hello" to Bud and Marie!

Los Angeles Times  
OC Edition  
Daily APR 14 1996

# One Thing Is Still Right With O.C. Libraries: The Staff



Survey of patrons shows appreciation for job being done despite handicaps imposed by cuts in funding.

By JOHN ADAMS

As National Library Week approaches, residents of Orange County have become accustomed to seeing their county library described in the local press as "embattled," "beleaguered" and even "fighting for life."

Though the financial problems facing the library (caused by the state Legislature's 1993 tax shift and aggravated by the county's bankruptcy) are indeed serious, it seems appropriate to focus for just a moment on what is still right about Orange County's libraries: the people who work in them and the public's perception of those library workers.

In January, the Orange County Public Library conducted a user survey to determine what people thought of the library, what services were most valued and what most needed improvement. In an era of constantly declining library dollars, deciding what to cut from the program is a difficult task and customer input is crucial. Surveys were placed on checkout counters in all 27 branch libraries.

Though the survey makes no pretense of "scientific sampling," it does reflect the opinions of 1,800 library customers who felt strongly enough about their library to fill in a form.

Not surprisingly, major problems were identified. Reduced hours at some libraries, fewer new books and databases and decreasing numbers of children's programs were all cited. On the plus side, however, an overwhelming majority (94%) of library customers judged the staff as "courteous, knowledgeable and helpful," and 80% ranked the library staff as a 5 on a scale of 1 to 5.

For nearly 75 years now, residents of Orange County have counted on their librarians and libraries for assistance in meeting their information needs. Founded in 1922 with eight branches, the library system today operates 27 libraries serving 1.4 million people. The system's 75th year, however, promises to be a crucial one.

The past few years have not been easy ones for Orange County librarians. There are a lot fewer of them these days. In 1993, before the state shifted about \$6 million of Orange County property taxes away from the library, there were 403 employees. Today there are 324, and on July 1 there will be only 306. Yet, at a majority of libraries, service hours are the same as they were in 1993. This feat has been accomplished by the tremendous dedication of library staffers and to an infusion of community volunteers to keep the library doors open.

Nearly 100,000 hours of volunteer help is being donated to Orange County libraries this year; without such assistance, a number of libraries would be closed.

Librarians in Orange County also have fewer tools to work with today. Since 1993, the book budget for the 27 branches has been cut from \$6 million to half that amount, and in the coming year, additional cuts will have to be made.

The daily work for Orange County library people has changed too. Staffers who used to keep checkout lines moving rapidly now have to act as cashiers, collecting a multitude of new user fees and increased charges for services that used to be free. Librarians who held story hours for kids and answered reference questions are now recruiting and training vol-

unteers. Branch managers who used to plan services programs and carefully select new items for the public are now out raising money and attempting to explain to angry taxpayers why their library isn't what it used to be.

Over the next few months, elected officials of the county and cities will be exploring options for future public library service. Discussions will consider who should be responsible for libraries, how they should be governed and what service priorities should be. While much of the discussion will be political, it should not be forgotten that the problems facing our libraries are basically financial in nature and that, ultimately, only the recovery of the money taken by the state can provide the full recovery of the library system.

For the sake of the dedicated men and women of the Orange County Public Library—who every day are "courteous, knowledgeable and helpful" and, more important, for the 750,000 library cardholders who use their libraries for educational needs, business research and cultural enlightenment—let's hope the process is productive.

John Adams is county librarian.

*The problems facing our libraries are basically financial in nature and . . . only the recovery of the money taken by the state can provide the full recovery of the library system.*

# Library solutions

<sup>332</sup>  
**T**he latest report on operation of the county library system, as you pointed out in your editorial ["Volunteers in the stacks," Opinion, April 1], does indeed lapse into the same old song-and-dance of higher taxes for public services that produced the Measure R sales tax proposal last year. I opposed Measure R, and I oppose this latest attempt to justify higher taxes for the same reason — there is already sufficient revenue in the combined layers of government to provide quality, accessible library (and other) services, if this revenue is allocated in a responsible manner.

The Orange County Library District has suffered funding reductions from a recent high of \$27 million to a projected \$17 million next year. Yet adequate funding can be restored to our library system without raising taxes. Here are some ways to accomplish this:

► **Volunteers:** Since the library district budget problems began, the use of volunteers has increased by almost 70 percent, with nearly 100,000 hours volunteered. In Garden Grove, our volunteer efforts have increased by an incredible volume, rising from 1,610 volunteer hours one year ago (for three branches) to 5,539 volunteer hours. This fact proves that with a concerted effort, volunteerism can easily rise to meet more of the need for staffing, relieving funding for other aspects of the library system.

► **Get our fair share of state funding:** We already pay thousands of dollars in taxes to the state and federal governments. There is currently a public library fund at the state level, established in 1983. The intent of this fund was to assist localities in funding libraries, with the locals paying 90 percent and the state providing 10 percent, in order to help keep libraries open and essentially free for the public. The state has never met the full obligation under this law, and last year provided less than 18 percent of the total statewide program requirement to meet their 10 percent obligation. Any additional funding from this program could help in operation of the Orange County Library District.

Perhaps an even more justifiable assist from the state would be to restore the local funding that the state shifted to school districts in its darkest budget days a few years ago. If the state were to restore the special district augmentation funds that were allocated to libraries locally, then an additional \$6 million would be available to the libraries without a tax increase. Remember, we never stopped paying these taxes; the state shifted them in schools to help balance the state budget.

► **Limited user fees:** Of course, the state could also help by modifying state law to allow more cost recovery on the local level. Although I am a proponent of essentially free public libraries, limited user fees for services, especially more unique services, could be employed to offset part of the cost of operation of the libraries. State law now prohibits public libraries from charging the cost of several basic services. With nominal user fees, it is estimated that an additional \$1 million could be raised.

► **Partnerships:** As I pointed out, much of the local library funding was shifted by the state to schools to help balance the state budget. Now that the schools have the libraries' money, perhaps the schools should partner with the county or cities to help provide library services.

And, of course, there is always the private sector. Although libraries are not very good profit centers, the private sector can help out with gifts, grants, and sponsorships.

**Mark Leyes**  
 Garden Grove

Mr. Leyes is a Garden Grove city councilman and candidate for Orange County supervisor in the First District.

**I**n the *Register's* April Fool's Day editorial regarding county public libraries, several options for restoring the library system's level of service "that somehow never gets mentioned in news stories" were recommended. The first of these was to recruit volunteer workers "on a much more intensive basis." In the past year, the library system has received additional help from volunteers to the degree that we have increased this type of assistance by some 70 percent — for a total approaching nearly 100,000 hours per year.

The *Register* also suggests "charging people a nominal sum to borrow books" (which would violate state law and arguably create a case of double taxation) or "at least asking a free will offering." Since its inception the library's "Gold Card" program, with the help of local businesses, has raised almost \$25,000 in this manner.

The library is extremely grateful for the generous help which is being provided by the community, especially during the past three years of financial cutbacks. The *Register* is right, however, about one thing: These efforts by citizens for some reason do not get mentioned in news stories — at least, not in the *Register*.

**John Adams**  
 Santa Ana

Mr. Adams is county librarian at the Orange County Public Library.

**pacific clippings**

post office box 11789  
 santa ana, calif. 92711

The Register  
 Daily APR - 7 1996



TO: Elizabeth Minter, Library Director  
FROM: Katie Matas, Literacy Coordinator *KLM*  
DATE: May 21, 1996  
SUBJECT: **Placentia Library Literacy Services Report for the month of April**

**Program Statistics**

Active tutors: 55

Active students: 75

Students waiting to be matched: 36

Percentage of tutors reporting (April hours): 70%

Tutoring hours reported: 230.5

Other volunteer hours reported: 224.5

Total volunteer hours: 455

**Citizenship Exam.** The citizenship exam was administered Saturday, April 20, 1996. Seventeen people took the exam. The next exam is scheduled for Saturday, May 18, 1996.

**One-day English as a Second Language Workshop.** A half day workshop was held Saturday, April 27, 1996 for tutors who work with students whose first language is not English. A variety of techniques was introduced and each participant was given a booklet with ideas for tutoring activities.

**Tutor Training.** The first session of a 15-hour tutor training workshop was held April 30, 1996. Twelve people attended the first session.

**Conversation Groups.** The twice-a-week conversation groups continued to meet throughout the month of April. The last meeting will be held May 12, 1996. New groups will be formed as volunteer leaders become available.

**Other Networking Activities.** Literacy Coordinator Matas represented PLLS at the Chamber Mixer and Placentia Community Network. Literacy Coordinator Matas also participated in the Friends of the Library Volunteer Day activities.



TO: Elizabeth D. Minter, Library Director  
FROM: Jeannine Walters, Families For Literacy Coordinator *JW*  
DATE: May 21, 1996  
SUBJECT: Families For Literacy Report for the month of April

**Program statistics.**

Attendance

April 3	11 Adults	17 Children	28 Total
April 10	Spring Break		
April 17	10 Adults	12 Children	22 Total
April 24	8 Adults	11 Children	19 Total

Books Distributed

April 3	29 books
April 17	37 books
April 24	23 books

**Programs.** An Easter party was held on April 3. Parents made rabbit Easter egg baskets out of grocery bags.

**Funding.** A check in the amount of \$104.65 was received from the California State Library Foundation Families For Literacy Fund. Twenty-seven books for family distribution were purchased with these funds.





SAFETY COMMITTEE MEETING  
APRIL 30, 1996  
MINUTES

Agenda Item 38

I. Call to Order: 4:15p.m.

II. Members attending: Jerry Conn  
Esther Guzman  
Cindy McClain  
Jeannine Walters

III. Old Business

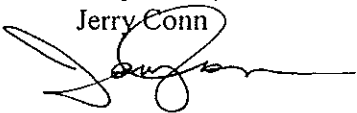
1. Two new Sharp copiers have been installed; continue to use the vendacopy card system.
2. Foam padding has been added to the Check-Out Desk; has been successful in alleviating muscle fatigue for clerks who stand for longer periods of time.
3. Staff work areas have been cleaned and organized by employees in workroom, and cubicle areas.

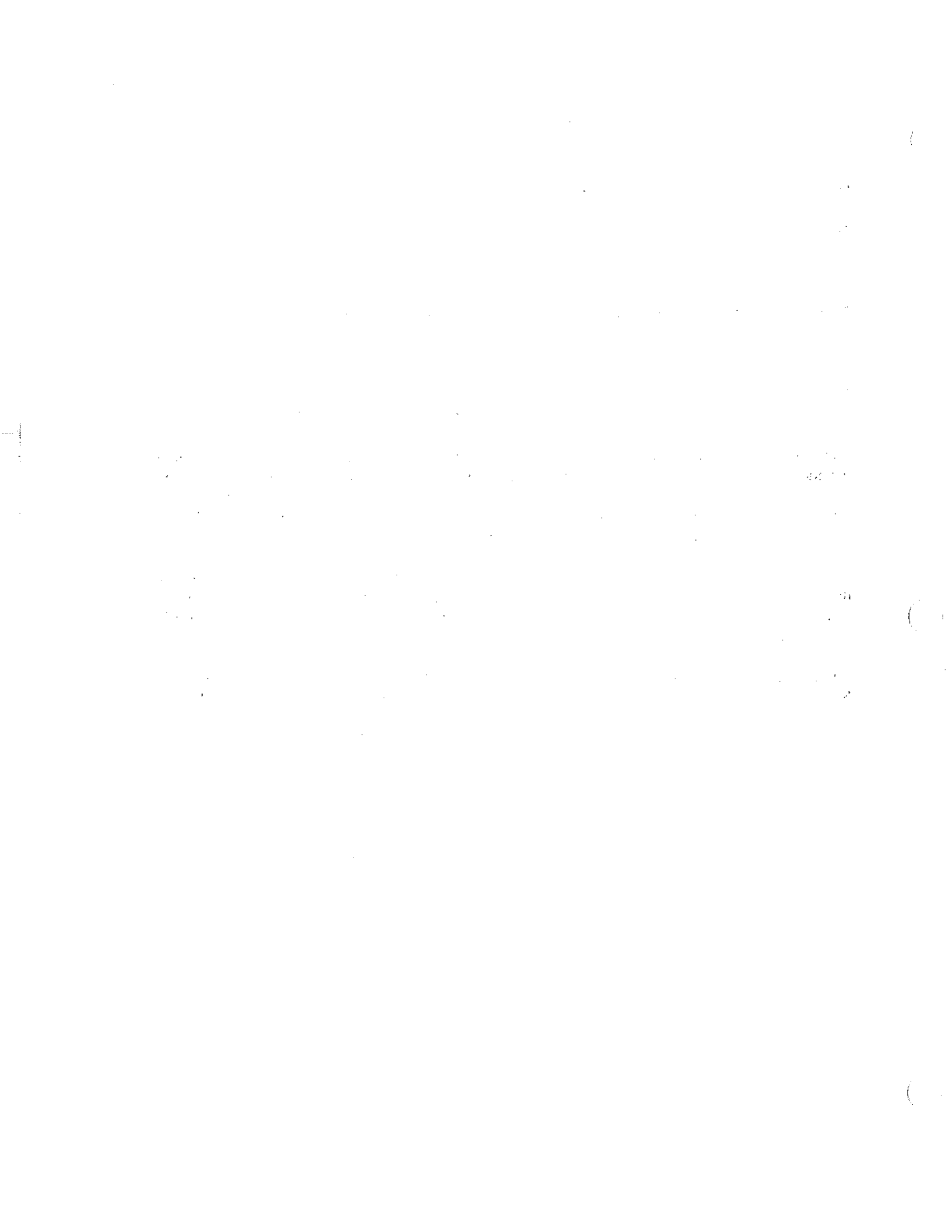
IV. New Business

1. There is a new policy of keeping the employee entrance locked during business hours, this is a safety net as a result from the recent theft incidents.
2. Staff continues to be aware of the police profile description of the computer criminal sketch.
3. Pad-locks have been installed on every computer and copy machine within the building, and to date there has not been any sign of theft or tampering.

Respectfully submitted,

Jerry Conn





TO: Elizabeth Minter, Library Director  
FROM: Suad Ammar, Principal Librarian  
DATE: May 21, 1996  
SUBJECT: **Placentia Pride Council Report for the Month of April 1996.**

"Pre-Natal Care" was the topic to be presented by Dr. Victor De La Peña at the Whitten Center on Thursday April 18, at 7:00 P.M. Nobody attended. The presentation was cancelled.

The Council met on Thursday April 25, with four members in attendance. A letter of resignation by President Suad Ammar was presented, Suad will continue to be a member representing the Library.

The Pride Salute program continues to be a success, it is scheduled through December, awarded organizations' displays occupy the display case in the Library foyer every month.

The Board members discussed the Council's current status, the small number of active members, and the poor program attendance. It was decided that the Council not disband, at least not until the end of 1996, the lecture series should be reviewed after each program so that a decision would be made if the series would continue or not.

"Home Emergencies-How to respond" is the title of the next program presented by Doctor Michael Salem and the O.C.F.D. Paramedics on Thursday May 30, all the members are distributing flyers to insure good attendance at this program.



Approximate Payment Due Participants

Participant	1		2		3		4 = 1 + 2 + 3		5		6		7 = 4 + 5 + 6	
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due							
<b>SCHOOLS</b>														
Anaheim Elementary School	\$26,034.84	\$14,782.29	\$1,563,140.01	\$1,603,957.14	\$0.00	\$490,410.78	\$2,094,367.92							
Anaheim High School	63,007.11	35,774.72	1,476,898.97	1,575,680.80	0.00	463,349.75	2,039,030.55							
Area Wide School Tax - LA	219.97	124.90	0.00	344.86	0.00	0.00	344.86							
Brea H.O.P.E.	5,967.01	3,388.00	0.00	9,355.01	0.00	0.00	9,355.01							
Brea-Olinda USD	24,776.78	14,067.97	560,133.89	598,978.64	0.00	175,731.59	774,710.23							
Buena Park Elementary School	14,280.00	8,108.02	267,953.10	290,341.12	0.00	84,065.13	374,406.25							
Capistrano USD	201,028.85	114,141.78	2,813,559.27	3,128,729.90	3,242.45	880,246.19	4,012,218.54							
B of A - Capistrano USD CFD 87-1	35,842.09	20,350.73	0.00	56,192.83	0.00	0.00	56,192.83							
B of A - Capistrano USD CFD 88-1	940.43	533.96	0.00	1,474.39	0.00	0.00	1,474.39							
Capistrano USD CFD 90-1	2,426.85	1,377.94	0.00	3,804.78	0.00	0.00	3,804.78							
B of A - Capistrano USD CFD 92-1	9,207.25	5,227.78	0.00	14,435.03	0.00	0.00	14,435.03							
Capo Laguna Regional Occupational Program	1,061.09	602.47	0.00	1,663.56	0.00	0.00	1,663.56							
Centralia Elementary School	28,608.95	16,243.84	483,176.07	528,028.86	0.00	151,587.02	679,615.88							
Coast Community College	75,496.65	42,185.64	1,556,834.95	1,674,517.24	0.00	488,562.29	2,163,079.53							
Coastline Regional Occupational Program	5,210.43	2,958.42	0.00	8,168.85	0.00	0.00	8,168.85							
Codesp - JPA	873.39	495.90	0.00	1,369.29	0.00	0.00	1,369.29							
B of A - Cypress Elementary School	1,611.17	914.80	0.00	2,525.97	0.00	0.00	2,525.97							
Cypress Elementary School	20,958.48	11,899.99	462,260.60	495,119.07	0.00	145,027.07	640,146.14							
Fountain Valley Elementary School	18,468.99	10,486.48	692,885.48	721,840.95	0.00	217,380.75	939,221.70							
Fullerton Elementary School	16,824.19	9,552.59	1,094,741.49	1,121,118.27	0.00	343,456.93	1,464,575.20							
Fullerton Union High School	86,207.84	48,947.83	1,394,520.64	1,529,676.31	0.00	437,503.24	1,967,179.55							
Garden Grove USD	181,305.41	102,943.16	4,702,268.03	4,986,516.60	0.00	1,475,250.90	6,461,767.50							
Greater Anaheim Special Education	5,757.82	3,269.22	0.00	9,027.05	0.00	0.00	9,027.05							
Huntington Beach Elementary School	30,386.03	17,252.84	509,234.06	556,872.93	0.00	159,762.18	716,635.11							
Huntington Beach Union High	67,205.62	38,158.59	1,523,096.00	1,628,460.21	0.00	477,843.02	2,106,303.23							
Irvine USD	322,712.45	183,232.28	2,103,427.63	2,609,372.36	0.00	659,917.57	3,269,289.93							
Irvine USD CFD 85-1	2,337.07	1,326.96	0.00	3,664.03	0.00	0.00	3,664.03							
Irvine USD CFD 86-1	21,986.49	12,483.68	0.00	34,470.17	0.00	0.00	34,470.17							
Irvine USD CFD 86-1A	9,411.60	4,821.08	0.00	14,232.69	0.00	0.00	14,232.69							
Irvine USD ChildCare Project	2,500.06	1,419.50	0.00	3,919.56	0.00	0.00	3,919.56							
La Habra Elementary School	43,648.78	24,783.28	507,826.33	576,258.39	0.00	159,319.63	735,578.02							
Laguna Beach USD	23,422.96	13,324.10	307,383.45	344,130.51	0.00	96,430.24	440,560.75							
Los Alamitos USD	33,137.27	18,814.96	843,581.06	895,533.29	0.00	264,658.14	1,160,559.47							
Los Alamitos USD CFD 90-1	8,030.75	4,559.77	7,708.24	20,298.75	368.04	2,417.79	22,716.54							
Lowell Joint Elementary	791.84	449.60	74,163.28	75,404.72	0.00	23,267.51	98,672.23							
Madera County	18,282.99	10,380.87	0.00	28,663.86	0.00	0.00	28,663.86							
Magnolia Elementary	19,476.91	11,058.77	538,604.58	569,140.27	0.00	168,977.44	738,117.71							
B of A - Newport-Mesa USD CFD 90-1	610.98	346.91	1,490.88	2,448.77	0.00	467.70	2,916.47							

Columns 1 - 4 represent amounts which were made available as a result of the Joint Agreement. Pursuant to the Joint Agreement, payment of these amounts is required to be made within 30 days following the entry of an order approving the Joint Agreement. The Committee is negotiating with the County to have the distribution occur as quickly as possible, and we will notify you when the distribution will occur.

Columns 5 and 6 represent amounts which are to be paid pursuant to the County's Plan of Adjustment. Column 5 will be distributed soon after the Effective Date of the County's Plan of Adjustment, and the Committee will notify you when that distribution will occur. Column 6 represents amounts which will be paid from the County's available cash flows. The distribution dates and amounts are not known at this time.

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OCIP  
Approximate Payment Due Participants

Participant	1	2	3	4 = 1 + 2 + 3	5	6	7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5.6]	Total Due
Newport-Mesa USD	271,514.94	154,163.11	1,976,338.26	2,402,016.30	240.00	620,026.90	3,022,283.20
No. O.C. Self-fund Work	45,800.68	26,005.11	0.00	71,805.79	0.00	0.00	71,805.79
No. O.C. Self-ins Fund	12,921.17	7,336.50	0.00	20,257.67	0.00	0.00	20,257.67
North O.C. Regional Occupational Program	6,598.99	3,746.83	0.00	10,345.81	633,893.00	0.00	644,238.81
North Orange County Community College	283,850.35	161,167.02	2,608,796.17	3,053,813.54	50,000.00	0.00	3,922,263.41
O.C. Department of Education	229,275.44	130,180.00	1,702,968.98	2,062,424.42	65,151.31	534,264.42	2,661,840.15
O.C. Fringe Benefits	16,585.37	9,416.98	0.00	26,002.35	0.00	0.00	26,002.35
O.C. Schools H&W Benefits	3,775.66	2,143.78	0.00	5,919.43	0.00	0.00	5,919.43
Ocean View Elementary	29,787.69	16,913.12	842,893.25	889,594.06	0.00	0.00	889,594.06
Orange USD	65,555.08	37,221.43	2,515,426.49	2,618,203.01	0.00	264,442.58	1,154,036.64
Placentia-Yorba USD	278,895.27	158,305.08	2,717,817.37	3,155,017.72	0.00	789,171.32	3,407,374.33
Rancho Santiago Community College	55,284.98	31,390.19	1,812,772.68	1,899,447.85	0.00	852,663.51	4,007,681.23
Saddleback Community College	81,219.70	46,115.63	1,565,854.49	1,693,189.82	83,633.20	568,725.36	2,551,806.41
Saddleback USD CFD 86-1	11,736.20	6,663.68	0.00	18,399.88	397,965.80	491,256.90	2,582,412.52
Saddleback USD CFD 88-2	4,691.22	2,663.62	0.00	7,354.84	0.00	0.00	7,354.84
Saddleback USD CFD 89-1	11,427.71	6,488.52	20,801.03	38,717.26	0.00	0.00	38,717.26
Saddleback USD CFD 88-2	9,415.67	5,346.11	0.00	14,761.78	0.00	6,525.22	45,242.48
Saddleback USD CFD 89-3	11,057.22	6,278.17	0.00	17,335.39	0.00	0.00	17,335.39
Saddleback USD CFD 89-4	5,104.79	2,898.44	0.00	8,003.24	0.00	0.00	8,003.24
Saddleback Valley USD	154,957.64	87,983.19	2,671,365.16	2,914,305.99	0.00	0.00	2,914,305.99
San Joaquin Elementary	9.48	5.38	9.90	24.76	0.00	0.00	24.76
Santa Ana USD	164,932.75	93,646.94	5,412,989.51	5,671,569.20	0.00	0.00	5,671,569.20
Savanna Elementary	11,659.74	6,620.27	238,257.78	256,537.79	38,713.88	3.10	7,369,798.96
School Commercial Revolving	8,190.40	4,650.42	0.00	12,840.81	0.00	74,748.88	331,286.67
School Payroll Revolving	21,081.97	11,970.10	0.00	33,052.08	0.00	0.00	33,052.08
Schools Excess Liability Fund	158,695.24	90,105.26	0.00	248,800.50	0.00	0.00	248,800.50
Shandon USD	598.87	340.03	0.00	938.91	0.00	0.00	938.91
So. O.C. Propalia JT. PWRS	9,750.03	5,535.96	0.00	15,285.99	0.00	0.00	15,285.99
Teachers Retirement Annuity	51,264.48	29,107.39	0.00	80,371.88	0.00	0.00	80,371.88
Tustin High School	11.47	6.51	5.36	23.33	0.00	1.67	25.00
Tustin USD	29,601.53	16,807.41	1,080,273.38	1,126,682.33	0.00	0.00	1,126,682.33
B of A - Tustin USD CFD 88-1	2,525.43	1,441.90	0.00	3,967.33	0.00	0.00	3,967.33
Tustin USD CFD 88-1	9,481.47	5,375.47	11,636.04	26,492.98	0.00	0.00	26,492.98
West O.C. Self-Fund Work	29,593.30	16,802.74	0.00	46,396.03	0.00	3,650.50	30,143.48
Westminster Elementary	44,968.03	25,532.34	915,833.70	986,334.07	0.00	0.00	986,334.07
MM USD CFD 90-91	1.47	0.84	0.00	2.31	0.00	287,325.50	1,273,659.57
Rossmoor USD	17.45	9.90	0.00	27.35	0.00	0.00	27.35
Foothill Cir Plan - Schools	16,746.37	9,508.40	0.00	26,254.76	0.00	0.00	26,254.76
O.C. Development Agency - Schools	5,283.24	2,999.76	0.00	8,283.00	0.00	0.00	8,283.00
Yorba Linda Elementary School	160.87	91.34	1,341.59	1,593.80	0.00	420.90	2,014.70
<b>SUB-TOTAL SCHOOLS</b>	<b>3,584,086.74</b>	<b>2,033,776.51</b>	<b>49,580,269.15</b>	<b>55,198,132.40</b>	<b>1,273,207.68</b>	<b>15,513,841.37</b>	<b>71,985,181.45</b>
<b>WATER</b>							
Aliso Water District	68,443.04	52,175.80	0.00	120,618.84	0.00	0.00	120,618.84
Capistrano Beach County Water District	12,091.56	9,217.69	8,861.74	30,171.00	768.18	2,780.24	33,719.42
Capistrano Valley Water District	10,152.87	7,739.78	33,395.73	51,288.38	135.71	10,477.40	61,901.49
Coastal Municipal Water	3,914.05	2,983.77	0.00	6,897.82	0.00	0.00	6,897.82
Invine Ranch Water District	1,577,738.07	1,202,748.44	599,719.47	3,380,205.98	117,315.04	188,136.30	3,685,657.32

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**OCIP**  
**Approximate Payment Due Participants**

Participant	1	2	3	4 = 1 + 2 + 3	5	6	7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due
Los Alamitos County Water District	1,110.68	846.70	7,323.87	9,281.25	0.00	2,297.75	11,579.00
B of A - Moulton Niguel Water District	138,028.68	104,552.75	617,679.34	860,260.78	12,672.61	193,787.23	1,066,720.62
Moulton Niguel Water District	75,294.01	49,121.49	0.00	124,415.50	0.00	0.00	124,415.50
Municipal Water	23,531.16	17,938.38	472.56	41,942.10	0.00	148.26	42,090.36
O.C. Water District	606,953.65	462,695.59	249,648.94	1,319,298.18	6,124.33	78,323.41	1,403,745.92
Santa Margarita Water District	59,332.27	45,159.79	765,301.36	869,793.42	4,126.19	240,087.94	1,114,007.55
Santiago County Water District	B	B	0.00	0.00	0.00	0.00	0.00
South Coast Water District	45,958.82	35,035.53	63,890.34	144,884.69	2,099.60	20,044.59	167,028.88
Tri-Cities Water District	12,838.63	9,787.20	13,481.82	36,107.65	0.00	4,229.70	40,337.35
Yorba Linda Water District	B	B	0.00	0.00	0.00	0.00	0.00
<b>SUB-TOTAL WATER</b>	<b>2,635,387.49</b>	<b>2,000,002.92</b>	<b>2,359,775.18</b>	<b>6,995,165.60</b>	<b>143,241.66</b>	<b>740,312.82</b>	<b>7,878,720.08</b>
<b>SANITATION</b>							
Capistrano Beach Sanitary	9,144.43	6,971.02	5,281.66	21,397.10	0.00	1,657.04	23,054.14
Costa Mesa Sanitary District	14,847.60	11,318.69	116,795.27	142,961.56	0.00	36,642.68	179,604.24
Dana Point Sanitary District	0.16	0.12	114,711.09	114,711.38	0.00	35,988.81	150,700.19
Garden Grove Sanitary District	27,946.12	21,304.01	27,158.83	76,408.95	1,911.34	8,520.66	86,840.95
Midway City Sanitary District	32,187.09	23,800.40	66,816.16	122,803.65	0.00	20,962.53	143,766.18
O.C. Sanitation District	2,340,917.85	1,801,418.23	1,399,518.64	5,481,854.72	16,559.14	420,253.03	5,918,666.89
South Laguna Sanitary District	59.78	45.57	0.00	105.35	0.00	0.00	105.35
Sunset Beach Sanitary District	4,106.56	3,130.53	5,909.28	13,146.38	0.00	1,853.94	15,000.32
<b>SUB-TOTAL SANITATION</b>	<b>2,429,209.59</b>	<b>1,867,988.57</b>	<b>1,676,190.93</b>	<b>5,973,389.09</b>	<b>18,470.48</b>	<b>525,878.69</b>	<b>6,517,738.26</b>
<b>CFDs</b>							
Aliso Viejo CFD 88-1	36,113.74	25,467.84	113,775.37	175,356.95	0.00	35,695.25	211,052.20
Aliso Viejo CFD 88-1A	272,957.04	190,742.32	0.00	463,699.36	0.00	0.00	463,699.36
Baker Ranch CFD 87-6	7,402.84	5,603.21	4,278.96	17,285.01	0.00	1,342.46	18,627.47
Coto de Caza CFD 87-8	109,017.31	76,434.43	14,349.26	199,801.00	0.00	4,501.84	204,302.84
Dimensions CFD 87-1	569.61	433.98	9,248.51	10,252.10	0.00	2,901.57	13,153.67
Foothill Ranch CFD 87-4	45,515.23	31,927.97	28,100.08	105,543.28	0.00	8,815.95	114,359.23
Lomas Laguna CFD 88-2	4,625.74	3,081.66	0.00	7,707.41	0.00	0.00	7,707.41
Los Alisos CFD 87-7	11,534.37	8,068.23	1,259.45	20,862.05	0.00	395.13	21,257.18
Mission Viejo CFD 87-3	89,999.45	63,022.09	21,637.83	174,659.37	0.00	6,788.53	181,447.90
Portola Hills CFD 87-2	7,589.76	5,785.86	8,404.47	21,780.09	0.00	2,636.77	24,416.86
Portola Hills CFD 87-2A	11,401.83	1,707.61	0.00	13,109.44	0.00	0.00	13,109.44
Rancho Santa Margarita CFD 86-1	23,258.63	15,943.85	19,532.35	58,734.83	0.00	6,127.96	64,862.79
Rancho Santa Margarita CFD 86-1A	4,581.67	3,211.63	0.00	7,793.30	0.00	0.00	7,793.30
Rancho Santa Margarita CFD 86-2	12,342.17	9,408.74	0.00	21,750.91	0.00	0.00	21,750.91
Rancho Santa Margarita CFD 86-2B	2,574.98	1,805.30	0.00	4,380.28	0.00	0.00	4,380.28
Rancho Santa Margarita CFD 87-5A	5,668.33	4,014.87	2,319.87	12,003.07	0.00	727.82	12,730.89
Rancho Santa Margarita CFD 87-5B	22,824.75	15,828.24	12,135.68	50,788.67	0.00	3,807.39	54,596.06
Rancho Santa Margarita CFD 87-5C	49,811.19	34,291.53	3,416.35	87,519.07	0.00	1,071.53	88,590.60
Rancho Santa Margarita CFD 87-5D	34,867.12	24,415.65	2,658.54	61,941.31	0.00	834.08	62,775.39
Rancho Santa Margarita CFD 87-5E	7,052.63	4,931.24	3,325.89	15,309.76	0.00	1,043.44	16,353.20
Santa Teresa CFD 87-9	4,665.72	1,854.86	2,798.79	9,319.38	0.00	878.08	10,197.46
Dimensions CFD 87-1	2.27	1.59	0.00	3.86	0.00	0.00	3.86
Dimensions CFD 87-1	62.16	43.43	0.00	105.60	0.00	0.00	105.60
Unnamed CFD	0.04	0.03	0.00	0.07	0.00	0.00	0.07



Proximate Payment Due Participants

Participant	1	2	3	4 = 1 + 2 + 3	5	6	7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due
Foothill Ranch CFD 87-4	7,104.78	4,964.27	0.00	12,069.04	0.00	0.00	12,069.04
Dimensions CFD 87-1	0.02	0.01	0.00	0.03	0.00	0.00	0.03
Foothill Ranch CFD 87-4	61.70	43.11	0.00	104.81	0.00	0.00	104.81
Ranch San Marg CFD 86-1a	72,712.68	55,430.65	0.00	128,143.33	0.00	0.00	128,143.33
Rancho Santa Margarita CFD 87-5A	0.00	0.00	0.00	0.01	0.00	0.00	0.01
Rancho Santa Margarita CFD	0.30	0.21	0.00	0.51	0.00	0.00	0.51
Rancho Santa Margarita CFD 87-5B	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rancho Santa Margarita 87	69.71	48.70	0.00	118.41	0.00	0.00	118.41
Rancho Santa Margarita 87	178.06	124.41	0.00	302.47	0.00	0.00	302.47
Los Alisos CFD 87-7	0.07	0.05	0.00	0.12	0.00	0.00	0.12
Portola Hills CFD 87-2	48.26	33.72	0.00	81.97	0.00	0.00	81.97
Mission Viejo CFD 87-3	1.42	0.99	0.00	2.41	0.00	0.00	2.41
Foothill Ranch CFD 87-4	1.06	0.74	0.00	1.80	0.00	0.00	1.80
Rancho Santa Margarita CFD 87-5A	161.19	112.63	0.00	273.82	0.00	0.00	273.82
Rancho Santa Margarita CFD 87-5B	15.55	10.87	0.00	26.42	0.00	0.00	26.42
Rancho Santa Margarita CFD 87-5C	2.12	1.48	0.00	3.60	0.00	0.00	3.60
Baker Ranch CFD 87-6	7.55	5.28	0.00	12.83	0.00	0.00	12.83
Coto de Caza CFD 87-8	8.99	6.28	0.00	15.27	0.00	0.00	15.27
Santa Teresita CFD 87-9	2.85	1.99	0.00	4.84	0.00	0.00	4.84
Aliso Viejo CFD 88-1	128.96	90.10	0.00	219.06	0.00	0.00	219.06
Lomas Laguna CFD 88-2	1.81	1.26	1,225.11	1,228.18	0.00	0.00	1,228.18
Rancho Santa Margarita CFD 86-1	1,923.02	1,343.66	0.00	3,266.68	0.00	384.36	1,612.54
Rancho Santa Margarita CFD 86-2	1,955.78	1,366.55	6,067.01	9,389.33	0.00	0.00	3,266.68
Dimensions CFD 87-1	29.25	20.44	0.00	49.70	0.00	1,903.43	11,292.76
Portola Hills CFD 87-2	112.64	78.70	0.00	191.34	0.00	0.00	49.70
Mission Viejo CFD 87-3	1,156.61	808.15	0.00	1,964.76	0.00	0.00	191.34
Rancho Santa Margarita CFD 87-5A	193.43	135.16	0.00	328.59	0.00	0.00	1,964.76
Rancho Santa Margarita CFD 87-5B	7.46	5.22	0.00	12.68	0.00	0.00	1,964.76
Baker Ranch CFD 87-6	526.76	368.06	0.00	894.82	0.00	0.00	328.59
Los Alisos CFD 87-7	1,827.54	1,276.94	0.00	3,104.48	0.00	0.00	12.68
Coto de Caza CFD 87-8	61.97	43.30	0.00	105.27	0.00	0.00	894.82
Santa Teresita CFD 87-9	1,239.44	866.02	0.00	2,105.46	0.00	0.00	3,104.48
Aliso Viejo CFD 88-1	51.63	36.08	0.00	87.71	0.00	0.00	105.27
Foothill Cir Plan - CFDs	2,331.59	1,777.43	0.00	4,109.01	0.00	0.00	2,105.46
Excess Investment Earnings	2,971.71	2,265.41	0.00	5,237.12	0.00	0.00	87.71
Golden Lantern Reassessment	0.00	0.00	0.00	0.00	0.00	0.00	4,109.01
County Infrastructure PR	10,338.04	7,880.94	0.00	18,218.98	0.00	0.00	5,237.12
County Infrastructure PR	31,219.02	21,813.41	0.00	53,032.43	0.00	0.00	0.00
Transportation Corridor	522.48	398.30	0.00	920.79	0.00	0.00	18,218.98
Lomas Laguna CFD 88-2	929.58	649.52	0.00	1,579.09	0.00	0.00	53,032.43
<b>SUB-TOTAL CFDs</b>	<b>902,343.64</b>	<b>630,036.22</b>	<b>254,533.52</b>	<b>1,786,913.38</b>	<b>0.00</b>	<b>79,855.59</b>	<b>1,579.09</b>
<b>NON-OC MUNICIPALITIES</b>							<b>1,866,768.97</b>
City of Claremont	B	B	0.00	0.00	0.00	0.00	0.00
City of Atascadero	B	B	0.00	0.00	0.00	0.00	0.00
City of Milpitas	B	B	0.00	0.00	0.00	0.00	0.00
City of Montebello	B	B	0.00	0.00	0.00	0.00	0.00
City of Montebello RDA	B	B	0.00	0.00	0.00	0.00	0.00

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**OCIP**  
Approximate Payment Due Participants

Participant	1	2	3	4 = 1 + 2 + 3	5	6	7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due
City of Mountain View	B	B	0.00	0.00	0.00	0.00	0.00
City of Santa Barbara	B	B	0.00	0.00	0.00	0.00	0.00
City of Santa Barbara RDA	B	B	0.00	0.00	0.00	0.00	0.00
Cuyama Community Service District	6,181.45	4,712.27	0.00	10,893.72	0.00	0.00	10,893.72
<b>SUB-TOTAL NON-OC MUNICIPALITIES</b>	6,181.45	4,712.27	0.00	10,893.72	0.00	0.00	10,893.72
<b>OTHERS</b>							
Bank of California/Pars	82,994.49	63,268.72	0.00	146,263.21	0.00	0.00	146,263.21
Buena Park Library	2,872.98	2,190.14	31,700.97	36,764.09	0.00	9,945.69	46,709.78
Capistrano Bay Community Service	955.89	728.70	5,966.28	7,650.87	0.00	1,871.83	9,522.70
Placentia Library	2,987.06	2,277.11	23,709.92	28,974.08	0.00	7,438.61	36,412.69
Rossmore Community Service	3,708.15	2,826.81	28,435.14	34,970.10	935.13	7,985.94	43,891.17
Three Arch Bay Community Service	614.44	468.40	9,558.91	10,641.75	0.00	2,998.95	13,640.70
Emerald Bay Community Service	9,199.38	7,012.91	10,270.81	26,483.10	0.00	3,222.30	29,705.40
O.C. Cemetery District	32,540.79	24,660.91	17,755.81	74,957.51	0.00	5,570.63	80,528.14
Optima of Orange County	5,126.01	3,907.68	0.00	9,033.69	11,458.32	0.00	20,492.01
Orange County Employee Retirement System	672,256.98	512,477.91	0.00	1,184,734.89	29,746.75	0.00	1,214,481.64
Santa Ana River Flood Protection Agency	383.46	292.32	0.00	675.78	0.00	0.00	675.78
Silverado Modjeska Park	1,219.69	929.80	813.26	2,962.75	0.00	255.15	3,217.90
Southeast Regional Reclamation Authority	38,008.36	28,974.70	0.00	66,983.07	0.00	0.00	66,983.07
Southern California Coastal Water Research	4,667.59	3,558.22	0.00	8,225.81	0.00	0.00	8,225.81
Special District Risk Management Authority	6,208.75	4,733.08	0.00	10,941.83	0.00	0.00	10,941.83
Vector Control District	11,257.01	8,581.50	61,821.34	81,659.85	0.00	19,395.49	101,055.34
CSA - Agean Hills #12	24.16	18.42	0.97	43.55	0.00	0.30	43.85
Capistrano Bay Park	490.12	373.63	19,730.94	20,594.69	0.00	6,190.27	26,784.96
HC/D Self-Help Program	1.50	1.14	0.00	2.64	0.00	0.00	2.64
JTPA - FY 88-90 Int	0.08	0.06	0.00	0.15	0.00	0.00	0.15
Laguna Beach Water District	456.07	347.68	69,963.36	70,767.11	14,590.71	7,463.41	92,821.23
Newport Beach Library	175.33	133.66	0.00	308.99	0.00	0.00	308.99
O.C. Fixed Guideway Agency	2.43	1.85	0.00	4.28	0.00	0.00	4.28
O.C. Marine Institute	10.40	7.92	7,961.09	7,979.41	2,497.67	0.00	10,477.08
Santiago Library System	9.25	7.05	0.00	16.29	0.00	0.00	16.29
Unknown	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unknown	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Law Library, O.C.	40,431.19	30,821.68	0.00	71,252.86	0.00	0.00	71,252.86
Surfside Colony Storm Water	1,219.24	929.46	856.06	3,004.76	0.00	268.58	3,273.34
Volunteer Center of O.C. West	192.29	146.59	0.00	338.88	0.00	0.00	338.88
<b>SUB-TOTAL OTHERS</b>	918,013.09	699,678.06	288,544.84	1,906,235.99	59,228.58	72,607.15	2,038,071.72
<b>OC MUNICIPALITIES</b>							
City of Anaheim	550,878.34	578,724.96	2,250,911.69	3,380,514.99	147,050.97	618,782.82	4,146,348.78
City of Anaheim Hazardous Material Response	301.46	316.70	0.00	618.15	0.00	0.00	618.15
City of Anaheim Public Financing Authority	62,396.25	65,552.45	0.00	127,950.71	0.00	0.00	127,950.71
City of Anaheim RDA	30,949.06	32,513.52	369,387.08	432,849.65	38,759.34	77,089.18	548,698.17
City of Brea	22,784.15	23,935.87	2,092,618.59	2,139,338.61	296,747.19	389,833.32	2,825,919.12
City of Brea RDA	12,613.90	13,251.53	1,329,148.80	1,355,014.24	357,418.57	59,564.43	1,771,997.24
City of Buena Park	B	B	0.00	0.00	0.00	0.00	0.00
City of Buena Park RDA	B	B	0.00	0.00	0.00	0.00	0.00

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OCIP  
Approximate Payment Due Participants

Participant	1		2		3		4 = 1 + 2 + 3		5		6		7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due						
City of Costa Mesa	10,983.23	11,538.43	1,612,584.22	1,635,085.88	2,723.60	505,902.34	2,143,711.82						
City of Costa Mesa RDA	2,166.57	2,276.08	73,658.57	78,101.22	0.00	23,106.37	101,207.59						
City of Cypress	22,242.30	23,366.64	152,644.27	198,253.21	0.00	47,860.35	246,113.56						
City of Dana Point	59,564.55	62,575.51	124,937.79	247,077.84	6,706.57	36,484.59	290,269.00						
City of Fountain Valley	23,188.00	24,360.14	536,404.33	583,952.46	25,792.13	168,244.31	777,988.90						
City of Fountain Valley CDA	93,906.46	98,653.38	50,802.47	243,362.31	0.00	15,814.36	259,176.67						
City of Fullerton	86,710.57	91,101.52	1,640,483.11	1,818,302.60	53,002.41	488,780.41	2,360,085.42						
City of Huntington Beach	166,880.85	175,316.59	1,494,828.40	1,837,025.85	48,004.22	442,693.08	2,327,723.15						
City of Irvine	785,134.78	824,822.94	4,340,658.21	5,950,615.93	728,586.43	735,590.41	7,414,792.77						
City of La Habra	30,897.83	32,459.70	658,280.73	721,638.26	2,020.37	206,045.16	929,703.79						
City of La Palma	21,023.35	22,086.07	352,910.52	396,019.93	1,785.06	110,554.64	508,359.63						
City of Laguna Beach	29,462.12	30,951.42	3,278,090.15	3,338,503.69	24,408.87	1,014,540.16	4,377,452.72						
City of Laguna Hills	3,394.64	3,566.24	271,688.10	278,648.97	8,326.16	83,569.42	370,544.55						
City of Laguna Niguel	68,693.31	72,165.72	714,505.86	855,364.88	103,548.46	124,645.10	1,083,558.44						
City of Lake Forest	35,722.82	37,528.59	431,722.25	504,973.66	7,126.93	133,974.57	646,075.16						
City of Los Alamitos	8,113.79	8,523.94	352,345.89	368,983.62	0.00	110,532.32	479,515.94						
City of Mission Viejo	67,921.36	71,354.75	629,689.05	768,965.15	14,867.88	194,589.13	978,422.16						
City of Mission Viejo CDA	2,898.58	3,045.11	8,908.33	14,852.02	0.00	2,791.02	17,643.04						
B of A - City of Newport Beach	2,777.26	2,842.48	0.00	5,619.73	0.00	0.00	5,619.73						
City of Newport Beach	66,498.77	64,588.79	1,095,327.46	1,226,415.03	1,267.05	343,596.73	1,571,278.81						
City of Orange	50,933.74	53,508.41	1,346,360.11	1,450,802.25	370,166.32	181,006.09	2,001,974.66						
City of Orange RDA	55,585.38	58,395.19	187,941.88	301,922.46	0.00	58,890.36	360,812.82						
City of Placentia	78,180.21	82,132.18	609,739.69	770,052.08	4,542.13	190,846.11	965,440.32						
City of San Clemente	134,981.23	141,804.46	790,354.70	1,067,140.39	96,163.99	171,245.23	1,334,549.61						
City of Santa Ana	481,899.61	459,837.30	1,538,487.76	2,480,224.67	130,352.06	411,625.44	3,022,202.17						
City of Santa Ana RDA	128,430.65	134,922.76	269,898.59	533,252.00	26,500.28	58,006.45	617,758.73						
City of Seal Beach	7,698.41	8,087.56	180,899.62	196,685.59	11,661.51	45,568.13	253,915.23						
City of Stanton	11,113.44	11,675.22	226,318.22	249,106.88	3,072.14	67,917.00	320,096.02						
City of Tustin	868.12	912.00	944,454.89	946,235.01	27,281.69	283,510.76	1,257,027.46						
City of Villa Park	4,805.51	5,048.43	36,798.59	46,652.54	483.60	11,538.62	58,674.76						
City of Westminster	539.00	566.25	276,442.79	277,548.04	15,527.71	72,504.90	365,580.65						
City of Yorba Linda	B	B	0.00	0.00	0.00	0.00	0.00						
City of Yorba Linda RDA	B	B	0.00	0.00	0.00	0.00	0.00						
<b>SUB-TOTAL OC MUNICIPALITIES</b>	<b>3,223,149.00</b>	<b>3,334,308.83</b>	<b>30,270,212.67</b>	<b>36,827,670.50</b>	<b>2,553,893.64</b>	<b>7,487,243.31</b>	<b>46,868,807.45</b>						
<b>OCTA</b>													
Local Transportation Authority	4,316,230.33	3,100,271.99	0.00	7,416,502.32	0.00	0.00	7,416,502.32						
Service Authority for Abandoned Vehicles	10,996.75	8,383.09	0.00	19,379.84	0.00	0.00	19,379.84						
Service Authority for Freeway Emergencies	31,083.81	23,695.95	0.00	54,779.77	0.00	0.00	54,779.77						
O.C. Transit District	481,882.97	360,747.28	135,903.49	978,533.74	2,707.61	42,494.96	1,023,736.31						
O.C. Transportation Authority	1,283,372.33	978,346.06	0.00	2,261,718.40	75,367.12	0.00	2,337,085.52						
<b>SUB TOTAL OCTA</b>	<b>6,123,566.19</b>	<b>4,471,444.38</b>	<b>135,903.49</b>	<b>10,730,914.06</b>	<b>78,074.73</b>	<b>42,494.96</b>	<b>10,851,483.75</b>						
<b>TCA</b>													
Foothill Eastern TCA	69,232.20	52,381.75	167,692.90	289,306.85	0.00	52,611.03	341,917.88						
San Joaquin Hills TCA	1,748,106.44	1,227,020.42	2,161,692.95	5,136,819.82	617,787.02	60,410.30	5,815,017.14						
<b>SUB-TOTAL TCA</b>	<b>1,817,338.64</b>	<b>1,279,402.17</b>	<b>2,329,385.85</b>	<b>5,426,126.67</b>	<b>617,787.02</b>	<b>113,021.33</b>	<b>6,156,935.02</b>						





OCIP  
Approximate Payment Due Participants

Participant	1	2	3	4 = 1 + 2 + 3	5	6	7 = 4 + 5 + 6
	Withheld Proceeds Distributed [1]	Additional Cash Recovery [2]	County Administered Accounts [3]	Total Joint Agreement Payment	Amounts Paid After Effective Date [4]	Amounts Paid From Available Cash [5,6]	Total Due
SUB-TOTAL NON-SCHOOLS	\$18,055,189.09	\$14,287,573.42	\$37,314,546.49	\$69,657,309.00	\$3,470,696.11	\$9,061,413.85	\$82,189,418.96
GRAND TOTAL	\$21,639,275.83	\$16,321,349.93	\$86,894,815.65	\$124,855,441.40	\$4,743,903.79	\$24,575,255.22	\$154,174,600.41

- [1] - Collected Withheld Proceeds total \$35,289,780.47, plus estimated interest of \$2,710,219.53 computed through June 15, 1996. The interest will be revised for the actual interest earned through the date of distribution. Of the total, approximately 68 percent is allocated to the Non-County Pool Participants and approximately 32 percent is allocated to the County. Of the 68 percent allocable to the Non-County Pool Participants, approximately 22 percent is allocable to the Schools. The amounts shown are net of the Professional Fee Reserve replenishment for the Schools and the Cities.
- [2] - An additional cash recovery of \$25,289,787.21 from the liquidation of the Orange County Investment Pool was located subsequent to the Comprehensive Settlement Agreement. The Non-County Pool Participants' share of this amount, 61.59 percent, was used to reduce, on a pro rata basis, the Repayment Claims payable from the fourth litigation tranche under the County's Plan of Adjustment. Of the total, approximately 12.46 percent is allocable to the Schools. Included in this column is \$1,200,212.79 of interest estimated through June 15, 1996. The interest will be revised to include the actual interest earned through the date of distribution.
- [3] - Includes payment under the Joint Agreement of the cash portion (75.0233 percent) of certain County-Administered Accounts, including Tax and Fee Accounts, Superior Court, Road EMA AHFP, Municipal Court, etc., but only to the extent a Pool Participant has these types of County-Administered Account claims. Included in these amounts is interest estimated through April 30, 1996. The interest will be revised for the actual interest earned through the date of distribution. The 75.0233 percent does not yet reflect the increase in value for replenishment of County-Administered Accounts to the extent the County receives a portion of the \$35 million of Withheld Proceeds and the \$25.3 million of Additional Cash Recovery.
- [4] - Includes the B-10 liabilities (the unpaid portion or 24.9767 percent of the Schedule 1 County-Administered Account Claims) and 100 percent of both the B-26 liabilities (Senior Unsecured Claims or "vendor" claims) and the B-28 liabilities (Unsecured Claims of \$1,000 or less, or which have been reduced to \$1,000), but only to the extent a Pool Participant has these types of claims.
- [5] - Represents the unpaid deficiencies in County-Administered Accounts. Includes the B-11 liabilities (the unpaid portion or 24.9767 percent of the School County-Administered Account Claims) and the B-12 liabilities (the unpaid portion or 24.9767 percent of the Non-School County-Administered Account Claims), but only to the extent a Pool Participant has these types of claims. Payment is from available cash after the Effective Date over a period up to 20 years. Available cash includes the County's share of the third tranche of Net Litigation Proceeds.
- [6] - This does not include Settlement Secured Claims of the Non-School Pool Participants or the balance of the Repayment Claims which are to be paid from Net Litigation Proceeds nor does it include Withheld Proceeds which may be collected subsequently.

