

# AGENDA

## REGULAR MEETING

### PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, April 26, 2004  
6:30 P.M.

Library Conference Room

The Purpose of the Placentia Library District is to provide library services and materials that are responsive to the informational, recreational, educational, and cultural needs of all members of the community.

To accomplish this goal the Library:

- ☞ Acquires, organizes and maintains a collection of print and non-print materials to meet the informational, recreational, educational, and cultural reading, listening and viewing needs of the residents of the District and other eligible users.
- ☞ Provides qualified staff to assist the public with the use of the collection and the information contained therein.
- ☞ Provides and operates a library facility that is free of physical barriers, to house the collection and services, to provide reading and study space for users, and to provide space for Library and community programs.
- ☞ Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside or have resided in Placentia.

**AGENDA DESCRIPTIONS:** *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

**REPORTS AND DOCUMENTATION:** *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.*

1. Roll Call Administrative Assistant
2. Adoption of Agenda 

*This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).*

Presentation: Library Director  
Recommendation: Adopt by Motion

3. Minutes of the March 22, 2004 Regular Meeting and the March 29, 2004 Work Session. *Betty/Gee*

Presentation: Library Director  
Recommendation: Approve by Motion

4. Oral Communications

*At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.*

*In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.*

*In accordance with California Government Code Section 54954.3, members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board.*

*Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized by Government Code Section 54954.2(b).*

REPORTS

5. Board President Report

*Annual Meeting - Laraine  
Suzanne Morby with Peggy - Judy Dickin  
Curt Pennington.*

*The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.*

6. Trustee Reports

*Betty - Friends Board meeting + fund raising. Budget - Fundraising  
Gee - Annual meeting bond*

*The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.*

7. Library Director's Report

*Rock Presentation  
Chamber Music  
Staff presented - Report  
Placentia Star*

*The Library Director will report on library issues of general interest and on meetings attended on behalf of the District.*

8. Friends of Placentia Library Board of Directors Report

*- Thom Racine*

9. Placentia Library Foundation Board of Directors Report

*- new president - strategies +  
activities -  
allocate Funding.*

*include  
Budget Sheet  
Bum*

CLAIMS (Items 10 – 13)

*Paggs*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 10 – 13 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.*

10. Nonstandard Claims in excess of \$300. (Approve)

No Nonstandard Claims were processed during this report period.

11. Claims forwarded by the Library Director. (Approve)

Claims 4582, 4583, 4584, 4585, 4586, 4587 and 4588 forwarded by Library Director for a total of \$29,382.27.

12. Current Claims and Payroll (Approve)

Claims 4589, 4590, 4591, 4592, 4593 and 4594 for a subtotal for Claims of \$21,273.83; and Payrolls 4595 for \$30,603.80, 4596 for \$30,603.80 and 4597 for \$30,603.80 for a subtotal for Payrolls of \$91,811.40; with a combined total of Claims and Payroll of \$113,085.23.

13. FY2003-2004 Cash Flow Analysis through January 19, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 14 - 18)

*Gael Paggs*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 14 – 18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.*

14. Financial Reports for March 2004 (Receive & File)  
15. Office General Ledger & Check Registers for March 2004 (Receive & File)  
16. Acquisitions Report for March 2004 (Receive & File)  
17. Collection Agency Report for March 2004 (Receive & File)  
18. Gifts Report for March 2004 (Receive & File)

**GENERAL CONSENT CALENDAR (Items 19 – 34b)**

*Peggy) Gae . but 33 / 34a*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 19 – 34b may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

19. Building Maintenance Report for March 2004. (Receive & File)
20. Personnel Report for March 2004. (Receive, File, and Ratify Appointments)
21. Volunteer Report for March 2004. (Receive & File)
22. Circulation Report for March 2004. (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Legislative Alerts from the California Special Districts Association and the California Library Association (Receive & File)
25. Status Report on the Two Percent Assessment Appeals Case. (Receive & File)
26. Status Report on Partnerships with Community Organizations. (Receive & File)
27. Status Report on Active Grant Applications. (Receive & File)
28. Poet Laureate Report. (Receive & File)
29. Meeting Notice and Agenda for the March 25 and April 22, 2004 Orange County Council of Governments Board of Directors Meetings and the Minutes of the February 26 and March 25, 2004 Meetings. The next meeting is Thursday, May 27, 2004 at 9:00 A.M. (Receive & File)
30. Report from Sandra Stark on the Special District Risk Management Authority Board Meeting held on March 24, 2004. (Receive & File)
31. Mid-Year Literacy Services Report to the State Library of California. (Receive & File)
32. Meeting Notice for the quarterly meeting of the Independent Special Districts of Orange County for Thursday, April 29, 2004 at 11:30 A.M. at the Municipal Water District of Orange County. (Receive & File)
33. Preliminary Report for the Proposed Amendments to the Redevelopment Plans Merging the Alpha, River Valley, Plaza, Commercial/Industrial, West Anaheim Commercial Corridors, and Stadium Redevelopment Projects as distributed by the Anaheim Redevelopment Agency. (Receive & file)
34. Letter from Costa Mesa Sanitary District dated March 18, 2004 requesting the District's support of the candidacy of Arlene Schafer for the Local Area Formation Commission of Orange County in the upcoming election. (Receive & File)

*Setty / [unclear]*

34a. Application to the State Library of California for a Library Services and Technology Act (LSTA) Grant for \$6,000 for Korean, Chinese, Vietnamese and Spanish language materials. (Receive & File)

34b. Proposed Local Area Formation Commission (LAFCO) of Orange County budget allocations for Fiscal Year 2004-2005 showing no increase to funding agencies' contributions and Placentia Library's contribution of \$1,000. (Receive & File)

**CONTINUING BUSINESS**

35. Legislative Issues and a Review of the Status of the State Budget and State Library Budget.

Presentation: Library Director  
Recommendation: Action to be determined by the Library Board of Trustees

36. Policy Handbook Review

Presentation: Library Director  
Recommendation: Action to be determined by the Library Board of Trustees

37. This Agenda Item has been withdrawn.

**NEW BUSINESS**

38. Format and Content of Director's Report

Presentation: Trustee De Vecchio  
Recommendation: Action to be determined by the Library Board of Trustees

39. Resolution to Cover Volunteers in Placentia Library District's Workers' Compensation Program. The California Public Entity Insurance Authority (CPEIA) now requires confirmation of coverage for volunteers of member agencies. This resolution does not change existing District policy regarding coverage of volunteers for workers' compensation.

Presentation: Library Director  
Recommendation: Read Resolution 04-01 by Title Only *Peggy / Gae*  
Adopt Resolution 04-01 *Peggy / Gae*.

40. Travel Authorization for the California Special Districts Association (CSDA) Government Affairs Day, California Special Districts Association (CSDA) Government Affairs Day and LOCAL Coalition's Legislative Action Days, May 12-13, 2004 in Sacramento.

Presentation: Library Director  
Recommendation: Determine who will attend the CSDA Legislative Day and the LOCAL Coalition Legislative Action Days program in Sacramento on May 12 - 13,

2004 and authorize payment of registration and travel expenses from the General Fund.

**STAFF REPORTS** (Items 41 – 47)

*Carol Bell*

*Items 41 – 47 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the Staff Reports Item is adopted. Items removed must then each have a separate motion.*

41. Program Committee Report for March 2004 (Roberts)
42. Children's Services Report for March 2004 (Gurkweitz)
43. Placentia Library Literacy Services Report for March 2004 (Roberts)
44. Placentia Library Web Site Report for March 2004 (Roberts)
45. Technology Report for March 2004 (Shook)
46. Publicity Materials Produced in March 2004. (Millonzi)
47. Safety Committee Minutes for March 2004 (Matas)

**CLOSED SESSION**

48. Closed Session to Discuss a Personnel Matter

*Pursuant to California Government Code Section 54957 a closed session will be held to discuss the evaluation of performance of an employee, the Library Director, a personnel matter.*

**ADJOURNMENT**

49. Agenda Preparation for the May Regular Meeting, which will be held on Monday, May 24, 2004 at 6:30 P.M.
50. Review of Action Items.

*No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.*

51. Adjourn

\*\*\*\*\*CERTIFICATION OF POSTING\*\*\*\*\*

I, Donna Siloti, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the April 26, 2004 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, April 22, 2004.

*Donna Siloti*

# PLACENTIA LIBRARY BOARD CALENDAR

April 2004 - March 2005

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## April

- 5 6:30 PM Friends Board Meeting, Escobosa
- 14 7:00 PM Foundation Board Meeting
- 18 5:01 PM National Library Week through Apr 25
- 19 7:00 PM Friends Annual Meeting

- 6:30 PM Library Board Meeting
- 21 CLA Legislative Day, Sacramento
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## May

- 3 6:30 PM Friends Board Meeting, DeVecchio
- 12 8:30 AM CSDA Government Affairs LOCAL Days, Sacramento, through May 13
- 17 6:30 PM Library Board Meeting
- 23 Library Closed for Monday Holiday
- 24 Library Closed for Memorial Day

- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## June

- 7 6:30 PM Friends Board Meeting, Wood
- 21 6:30 PM Library Board Meeting
- 24 American Library Association Annual Conference, Orlando, through June 30
- 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## July

- 4 Library Closed for Independence Day
- 15 7:00 PM Foundation Board Meeting
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

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# PLACENTIA LIBRARY BOARD CALENDAR

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## July

29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## August

23 6:30 PM Library Board Meeting

26 9:00 AM Orange County Council of Governments, OC Sanitation District

## September

5 Library Closed for Monday Holiday

6 6:30 PM Friends Board Meeting, Dinsmore

Library Closed for Labor Day

20 6:30 PM Library Board Meeting

23 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

28 CSDA Annual Conference, Indian Wells (Palm Springs), through Sep 30

30 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## October

4 6:30 PM Friends Board Meeting, Shkoler

7 1:02 PM Foundation Board Meeting

9 9:00 AM Heritage Parade

25 6:30 PM Library Board Meeting

28 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

## November

1 6:30 PM Friends Board Meeting, Escobosa

11 Library Closed for Veterans Day

12 California Library Association Annual Conference, San Jose, through Nov 15

22 6:30 PM Library Board Meeting

25 Library Closed for Thanksgiving

## December

3 7:15 AM Chamber of Commerce Citizen of the Year Breakfast

6 6:30 PM Friends Board Meeting, DeVecchio

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## December

- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## January

- 3 6:30 PM Friends Board Meeting, Wood
- 13 1:03 PM Foundation Board Meeting -- Annual Meeting
- 24 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## February

- 7 6:30 PM Friends Board Meeting, Dinsmore
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## March

- 5 9:30 AM Friends of Placentia Library Author's Luncheon featuring Thom Racina
- 7 6:30 PM Friends Board Meeting, Shkoler
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

Oct 2004

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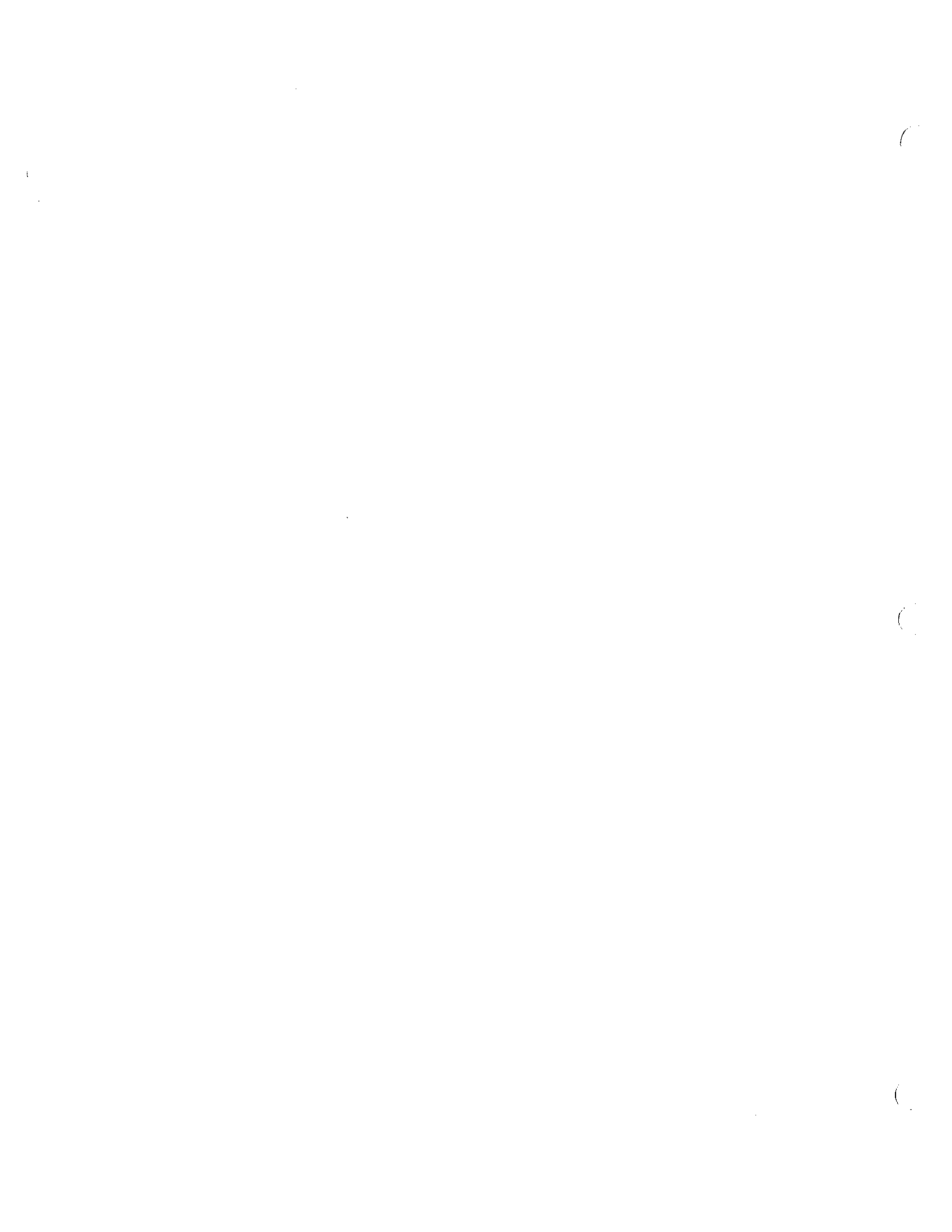
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**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
March 22, 2004**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on March 22, 2004 at 6:37 P.M.
- ROLL CALL**
- Members Present:** President Al Shkoler; Secretary Betty Escobosa; Trustees Richard DeVecchio and Peggy Dinsmore; and Library Director Elizabeth Minter.
- Members Absent:** Trustee Gaeten Wood
- Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, President of the Friends of the Library Eleanore Rankin, and Administrative Assistant Donna Siloti.
- ADOPTION OF AGENDA** It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to adopt the Agenda as printed.
- |                 |  |
|-----------------|--|
| <b>AYES:</b>    | Shkoler, Escobosa, DeVecchio, Dinsmore |
| <b>NOES:</b>    | None                                   |
| <b>ABSTAIN:</b> | None                                   |
| <b>ABSENT:</b>  | Wood                                   |
- MINUTES** It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to approve the Minutes of the February 23, 2004 Regular Meeting, the February 23, 2004 Work Session, and the March 15, 2004 Work Session.
- |                 |  |
|-----------------|--|
| <b>AYES:</b>    | Shkoler, Escobosa, DeVecchio, Dinsmore |
| <b>NOES:</b>    | None                                   |
| <b>ABSTAIN:</b> | None                                   |
| <b>ABSENT:</b>  | Wood                                   |
- ORAL COMMUNICATIONS** No members of the public requested to address the Board.
- PRESIDENT'S REPORT**
- President Shkoler reported that he attended the Staff Meeting on March 10. Representatives from First American Trust, the company that manages the Library's pension plan, gave a presentation and answered questions from the staff. President Shkoler said that he did not feel that it was necessary for the representatives to make a presentation to the Board.
- President Shkoler reported that he, along with most of the other trustees, attended the PLUM Award Ceremonies. Literacy Coordinator Jim Roberts was honored by the Placentia-Yorba Linda Unified School District as Community Volunteer of the Year.
- President Shkoler reported that he attended an activity at the Richard Nixon Library celebrating the Girl Scout's and Pat Nixon's Birthdays. Various ethnic dance groups performed and there were a variety of booths.

**TRUSTEE REPORTS**

Secretary Escobosa congratulated Jim Roberts on receiving the PLUM Award.

Trustee Dinsmore added her congratulations to Jim Roberts. She also reported that she attended the Chamber Mixer at California National Bank. Literacy Coordinator Jim Roberts reported that he also attended the mixer and Branch Manager Maria Solis told him the Bank has community grant money available.

Trustee DeVecchio did not address the Board.

**LIBRARY  
DIRECTOR'S  
REPORT**

Library Director Minter reported that Library Aide Ruth Peterson is back at work after a stay in the hospital. Library Clerk Beatrice Quintanar will be going into the hospital for surgery soon.

Library Director Minter reported that a Technology Report has been included in the Board Book.

Library Director Minter reported that the Public Services staff has recommended a major redesign of the Library's website, which has not had any major changes in six years. They are studying other library websites and seeking bids for the work.

Library Director Minter reported that as part of the Orange County Reads One Book Program, the Library sponsored "Read Around the Clock," where volunteers read aloud and sponsors' donations were accepted.

Library Director Minter reported that the Independent Special District Library Directors are planning to meet to discuss current legislative issues.

Library Director Minter congratulated President of the Friends Eleanore Rankin for being named the local feature columnist at the News Times.

Trustee Dinsmore reported that former Volunteer Coordinator Jillian Rakos was still listed as a contact in the News Times. Library Director Minter reported that Pat Irot has previously contacted the paper to request the correction and will do so again.

**FRIENDS OF  
PLACENTIA  
LIBRARY REPORT**

President of the Friends Eleanore Rankin reported that this year's Author's Luncheon was very successful, making approximately \$9,500 for the Placentia Library Foundation. Tenet Healthcare Foundation also presented a \$3,000 check to the Foundation at the Luncheon.

Eleanore Rankin also reported that she and Pat Irot attended Anaheim Public Library's Foundation Fundraiser. They had three mystery authors answering questions from the audience and conducted both silent and live auctions. Library Director Minter reported that Anaheim Library's Director told her they made approximately \$10,000 on the event.

**PLACENTIA  
HISTORY ROOM  
REPORT**

The History Room Oversight Committee consisting of Pat Irot, Pat Jertberg, and Maria Schmidt reported that they plan on retiring at the end of the year. They staff the History Room two nights a week and catalogue and preserve historic materials. Library Director Minter said that other staffing arrangements will need to be made and these arrangements will be determined following the outcome of the budget negotiations.

Library Director Minter reported that the next big project for the History Room is to get its copies of the local newspapers digitized. She said that Online Computer Library Center (OCLC) has a branch that will make a full text readable copy. We will seek grant money to fund the project.

**CLAIMS**

It was moved by Trustee Dinsmore and seconded by Trustee DeVecchio to approve Agenda Items 11 through 14.

Nonstandard Claims: No Nonstandard Claims in excess of \$300.

Claim 4569 forwarded by Library Trustees for a total of \$35,900; and Claims 4567, 4568, 4570, 4571, 4572, and 4573 forwarded by Library Director for a total of \$13,010.89; with a combined total of \$48,910.89 for this report.

Claims 4574, 4575, 4576, 4577, 4578 and 4579 for a subtotal for Claims of \$20,936.17; and Payrolls 4580 for \$30,603.80 and 4581 for \$30,603.80 for a subtotal for Payrolls of \$61,207.60; with a combined total of Claims and Payroll of \$82,143.77.

FY2003-2004 Cash Flow Analysis through March 22, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

AYES:	Shkoler, Escobosa, DeVecchio, Dinsmore
NOES:	None
ABSTAIN:	None
ABSENT:	Wood

**FINANCIAL  
REPORTS**

It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to receive and file Agenda Items 15 through 19.

Secretary Escobosa expressed concern that several accounts on the Financial Reports are over budget. Library Director Minter reported that the overages in those accounts were made up in other accounts that are under budget, such as Salaries. She reported that Computer Maintenance is over budget because of the need to upgrade the Administrative computers so that they could interface with Anaheim Public Library's system and the expense of the LAN upgrade.

Financial Reports for February 2004

Office General Ledger & Check Registers for February 2004

Acquisitions Report for February 2004

Collection Agency Report for February 2004

Gifts Report for February 2004

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore  
NOES: None  
ABSTAIN: None  
ABSENT: Wood

**GENERAL CONSENT  
CALENDAR**

It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to receive and file Agenda Items 20 through 31.

Building Maintenance Report for February 2004.

Personnel Report for February 2004

Volunteer Report for February 2003

Circulation Report for February 2003

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Library Association.

Status Report on the Two Percent Assessment Appeals Case.

Status Report on Partnerships with Community Organizations.

Status Report on Active Grant Applications.

Poet Laureate Report.

Meeting Notice and Agenda for the February 26, 2004 Orange County Council of Governments. The next meeting is Thursday, March 25, 2004 at 9:00 A.M.

Report to the staff on the status of the investments in the Placentia Library District Money Purchase Pension Plan (Pension Fund) by First American Trust, effective January 31, 2004, presented March 10, 2004.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore  
NOES: None  
ABSTAIN: None  
ABSENT: Wood

**LEGISLATIVE  
ISSUES**

Library Director Minter distributed the latest e-mails from California Special Districts Association (CSDA) and California Library Association



(CLA) concerning recent legislative developments. She reported that the State Legislature is still talking about realigning property taxes. They are also considering making Special District Libraries a local responsibility. This concept was studied previously by the Legislature with the results included in the Little Hoover Commission Report. Library Director Minter will provide copies of the report to the trustees. She urged the trustees to watch for additional updates.

Library Director Minter reported that it looks like there may be two referendums on the November ballot concerning allocation of property taxes. She feels that it is unlikely the Legislature will pass any legislation regarding property tax shifts prior to the November election.

**TRAVEL/TRAINING  
AUTHORIZATIONS**

It was determined that President Shkoler will attend the Independent Special District Selection Committee Meeting on April 29, 2004 and vote on behalf of Placentia Library District. It was also determined that the Placentia Library District would not nominate a candidate to the Independent Special District Selection Committee.

**DATE & TIME FOR  
APRIL BOARD  
MEETING**

It was moved by Secretary Escobosa and seconded by Trustee DeVecchio to change the date of the April Board Meeting to Monday, April 26, 2004 at 6:30 P.M.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore  
NOES: None  
ABSTAIN: None  
ABSENT: Wood

**STAFF REPORTS**

It was moved by Trustee Dinsmore and seconded by Trustee DeVecchio to approve Agenda Items 35-40.

Program Committee Report for February 2004.

Children's Services Report for February 2004.

Placentia Library Literacy Services Report for February 2004.

Placentia Library Web Site Report for February 2004.

Publicity Materials produced for February 2004.

Safety Committee Minutes for February 2004.

AYES: Shkoler, Escobosa, DeVecchio, Dinsmore  
NOES: None  
ABSTAIN: None  
ABSENT: Wood

The Regular Library Board Meeting was suspended at 7:34 P.M.

**CLOSED SESSION**

Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held at 7:40 P.M. to discuss a personnel matter regarding the Library Directory.

The Closed Session ended at 8:43 P.M. No Action was taken.

The Worksession that was scheduled to be held after this meeting was rescheduled for Monday, March 29, 2004 at 9:00 A.M. in the Conference Room.

**AGENDA  
PREPARATION**

Agenda Preparation for the April Regular Meeting will be held on Monday, April 26, 2004 at 6:30 P.M. President Shkoler requested that a closed session be included at the end of the Agenda.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for March 22, 2004 adjourned at 8:44 PM.

**APRIL  
MEETING**

The April Regular Library Board Meeting will be held on Monday, April 26, 2004 at 6:30 P.M. in the Library Conference Room.

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Betty Escobosa  
Secretary  
Library Board of Trustees

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Al Shkoler  
President  
Library Board of Trustees

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
March 29, 2004**

**CALL TO ORDER**                      President Shkoler called the Special Meeting of the Placentia Library District Board of Trustees to order on March 29, 2004 at 9:05 A.M.

**ROLL CALL**                              **Members Present:** President Al Shkoler; Secretary Betty Escobosa; Trustees Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts and Administrative Assistant Donna Siloti.

**ADOPTION OF  
AGENDA**                                  No action was taken on the Agenda.

**ORAL  
COMMUNICATIONS**                      No members of the public requested to address the Board.

**REVIEW OF  
PLACENTIA  
LIBRARY DISTRICT  
POLICY HANDBOOK**                      Board of Trustees discussed and revised Section 2240 through Section 2327 of the Placentia Library District Policy Manual. Library Director Minter will present the revised Personnel Section of the Policy Manual at the Regular Board meeting scheduled for April 26, 2004.

**ADJOURNMENT**                          President Shkoler adjourned the Special Meeting of the Board of Trustees of the Placentia Library District at 10:58 A.M.

\_\_\_\_\_  
Betty Escobosa  
Secretary  
Library Board of Trustees

\_\_\_\_\_  
Al Shkoler  
President  
Library Board of Trustees





MINUTES April 5, 2004

### FRIENDS OF PLACENTIA BOARD MEETING

President , Eleanor Rankin called the meeting to order. The following Directors were present: Eleanor Rankin, Ginny Sanatar, Virginia Walker, Jill Botha, Renee Scott, Frances Stoller, Pat Irot, Barbara Hemmerling, Brenda Benner, and Camille Himes. Elizabeth Minter, Jim Roberts and Laranne Millonzi represented the staff. Betty Escobosa represented the Trustees. NadineBlansett was a guest. The **minutes** of the March meeting were approved as corrected. **Treasurer**-Camille Himes reported a balance of \$10,609.38. **Financial Secretary**- Ginny Sanatar, reported deposits for March of \$1,383.80. **Bills**- There were no bills presented. **Budget for year 2004**-Eleanor worked out a proposed budget for this year. It lists our usual expenses and anticipates when they will be due. This paper is attached to these minutes. This will allow us to see what obligations are coming and we will better know how many discretionary dollars we may have.

**President's Report:** 1) Trustee's meeting- Ellie attended on March 22. She reported that \$9,500 was the net profit from the Author's event and an additional \$3,000 check was received from Placentia-Linda Hospital. 2) Foundation meeting --There has not been a meeting since our last report. Ellie will attend on April 14. 3) Author's Brunch- Trustees participating as Celebrity Waiters were Peggy Dinsmore, Betty Escobosa, Al Shkoler, and Gaeten Wood. From the Foundation, Michael Ebenhock, served as a Celebrity Waiter and Jean Lasley, arrived later and briefly addressed those in attendance. Those from the Friend's board who served as waiters were Brenda Benner, Camille Himes and Barbara Hemmerling. Eleanor gave each person at this Friends Board Meeting an opportunity to critique the event. The responses were very favorable as they have been from the general public. One area that we need to plan for carefully in the future is the sale of the author's books. There can be a snag when the author brings copies and the library orders copies. We sold the second highest number of tickets since the beginning this fund raiser. 4) Annual meeting will be Monday April 19. Ginny Sanatar reported that her committee has met and things are in order. Our speaker will be Bill Diepenbrock of the Placentia News-Times. The theme of this Annual Meeting will be "Volunteers Bring Sweet Rewards". Laranne Millonzi has the Appreciation Certificates. Invitations will include an RSVP to facilitate planning. All directors have agreed to have their names on the ballot (with the exception of Jill Botha whose resignation takes effect at that meeting.) Nadine Blansett has agreed to have her name on the ballot. This will give us the required number of members.

**Children's Librarian**- Caroline Gurkweitc, was introduced. She told us of her plans for the Summer Reading Program. The theme is "Ride a Wild Tale". She gave us the list of

Special Summer Events and explained a little about each one. She is enthusiastic about her plans for this and other programs in her department.

**Chair Reports:** 1) Volunteers and Bookstore-Pat Irot reported that a few vacancies exist in the Book Store. The new magazine rack has been delivered. The old one will be discarded. We can store magazines in the rack used for National Geographics. Perhaps we will purchase a second rack since the new one is smaller than we expected. 2) Publicity- Pat Irot's letter to the News-Times correcting some facts about the Christmas Books 2003, was printed. Pat continues to place appropriate items in the local newspaper. 3) Second Sunday Book Sale April 18 will be Ginny Sanatar and Virginia Walker. May 16 will be Ellie Rankin and Camille Himes. Unsold books will be taken care of as last month.

**Trustee**-Betty Escobosa thanked us for the hard work we do for the library. The profits from the Author's Brunch all go to the Foundation. It is our service project for them.

**Library Reports:** Elizabeth Minter 1) The window treatment in the Community Room is the next face-lift project. Experts are giving advice and a decision will be made soon. 2) American Business Women's Association, Stars Chapter, has nominated our library employee, Katie Maddox, to be honored as an outstanding American Business Woman. Elizabeth asked the Friends Board to pay the cost for her family to attend this dinner event at the Foxfire. Barbara Hemmerling made a motion to pay \$140 to cover the cost for Katie's husband, daughter, and parents. Ginny Sanatar seconded this motion. The motion carried. 2) Jim Roberts reported that there were 7 hours of Read Around the Clock with "Funny in Farsi". He and Laranne will involve the school district next year. The district was not given enough notice to participate this year.

**Announcements**-1) Pat Irot and Ellie Rankin went to the Anaheim Library Foundation's Mystery Writers Luncheon. There were three authors with a moderator asking questions. 2) Elizabeth and Ellie attended an Orange County Reads event, at Cal State Fullerton. Firoozeh Dumas was a guest 3) A discussion was held on the preferred time to start our meetings. An informal hand count showed that 7 PM is best.

Next meeting Monday May 3 7PM

PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
April 26, 2004

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Donna Siloti





PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director and Library Trustees  
April 26, 2004

	DATE	CLAIM NUMBER	AMOUNT
LIBRARY DIRECTOR	March 25, 2004	4582	12,896.66
	March 25, 2004	4583	205.01
	March 31, 2004	4584	3,455.44
	March 31, 2004	4585	162.22
	April 7, 2004	4586	2,980.82
	April 7, 2004	4587	7,026.54
	April 14, 2004	4588	2,655.58
TOTAL BY LIBRARY DIRECTOR			<u>\$ 29,382.27</u>

Prepared by Donna Siloti

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

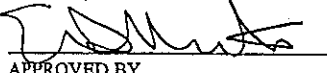
THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

3/31/04

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Objt/ Rev			Doc Number	SC
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	4270		1900	00		42.00		
N03659F Southern California Water 500 Cameron St Placentia, CA 92870	2/19/04-3/17/04		2800	00		135.89		
N06556A CNA Group Benefits 75 Remittance Dr., Ste. 1641 Chicago, IL 60675-1641	4/1/04-5/1/04		0300	00		269.77		
N06619E Orange County Fire Authority P.O. Box 51985 Irvine, CA 92619-1985	S0115134		1700	00		280.00		
N09141 Dick's Lock & Safe 111 W. Chapman Ave. Placentia, CA 92870	89277		1400	00		233.22		
N22769A ABN AMRO, Incorporated 3859 Paysphere Circle Chicago, IL 60674	281894		2200	00		7,371.08		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	4/1/04-5/1/04		0300	00		4,542.90		
N28353 Donna Siloti c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	1/20/04-2/5/04		2700	01		10.13		
	3/3/04-3/17/04		2700	01		11.67		
						21.80		

The claims listed above (totaling \$12,896.66) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670


THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

3/31/04

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Rev			Doc Number	SC
N28413A	7462		1300	00		105.00		
Copy America	8090		1300	00		16.67		
3564 E. Enterprise Dr.	8091		1300	00		16.67		
Anaheim, CA 92807	8092		1300	00		16.67		
	8093		1300	00		50.00		
						205.01		

The claims listed above (totaling \$205.01) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

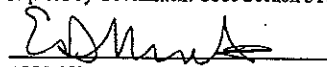
THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

4/9/04

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N01074 The Gas Company PO Box C Monterey Park, CA 91756	2/23/04-3/23/04		2800	00		565.73		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	April 2004		0300	00		186.30		
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	472779		1800	00		104.42		
N03997H Home Depot Credit Services Dept 32-2503078994 P.O. Box 6031 The Lakes, NV 88901-6031	3/21/04		1000	00		178.64		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	445841		1800	00		136.38		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	1564903		1800	00		30.10		
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 9020 Des Moines, IA 50368-9020	4/21/04		1800	00		1,254.78		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	4055019202320322		1800	00		631.72		
			1803	00		6.60		
			2700	01		360.77		
						999.09		

The claims listed above (totaling \$3,455.44) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

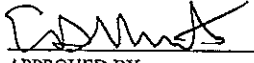
THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

4/9/04

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N20042 Fortis Benefits P.O. Box 806644-1 Kansas City, MO 64180-6644	4/1/04-5/1/04		0300	00		105.00		
N28413A Copy America 3564 E. Enterprise Dr. Anaheim, CA 92807	8204		1800	00		57.22		

The claims listed above (totaling \$162.22) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

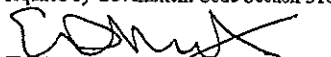
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	085143		1800	00		29.50		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	T2296770 714-223-1698		0700	01		343.12		
	T2301079 714-524-8408		0700	08		41.46		
	T2314549 714-253-2062		0700	01		268.97		
						653.55		
N05294B Rolo Rooter 1183 N. Kraemer Place Anaheim, CA 92806	236032		1400	00		277.27		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	April 2004		1900	00		35.00		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	3/31/04		1900	00		55.50		
N06785 Hecior Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	062788		1400	00		1,100.00	2	
N06808E Postage by Phone (Pinney Bowes) Reserve Account P.O. Box 952856 St. Louis, MO 63195-2856	4/7/04		1803	00		830.00		

The claims listed above (totaling \$2,980.82) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

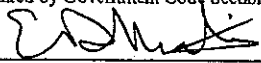
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N09141 Dick's Lock & Safe 111 W. Chapman Ave. Placentia, CA 92870	89356		1400	00		122.38		
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	3/26/04		1900	01		277.28	2	
N25348 Ana Maria Garcia 1962 W. La Palma Ave Anaheim, CA 92801 SSN 608-40-2381	3/26/04		1900	01		194.48	2	
N26342A Inter-Tel Technologies P.O. Box 53240 Phoenix, AZ 85072-3240	1269735		1400	00		455.50		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	5/1/04-6/1/04		0300	00		5,976.90		

The claims listed above (totaling \$7,026.54) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

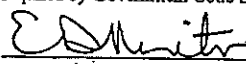
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	T2344893		0700	00		131.94		
	714-528-1906							
	T2344908		0700	01		35.86		
	714-528-8236					167.80		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	1577559		1800	00		639.89		
N06638B Certified Termite & Pest Control, Inc. 1860 Miraloma Ave., Ste. F Placentia, CA 92870	2004-000421		1400	00		90.00		
N06965 Paychex 200 E. Sandpointe, Ste. 100 P.O. Box 25159 Santa Ana, CA 92799	20040401		1900	00		405.55		
N15508 Cosmoslink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821	200404-58		1900	00		15.00		
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	140647		1900	00		267.74		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	5/1/04-5/31/04		0300	00		619.60		
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	February 2004		1900	00		450.00	2	

The claims listed above (totaling \$2,655.58) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section, 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED B



PLACENTIA LIBRARY DISTRICT  
Current Claims and Payroll  
April 26, 2004

TYPE	REPORT NUMBER	AMOUNT
CURRENT CLAIMS	4589	11,686.91
	4590	3,801.65
	4591	1,646.54
	4592	1,546.30
	4593	1,250.36
	4594	1,342.07
TOTAL CURRENT CLAIMS		<u>\$21,273.83</u>
PAYROLL	4595	30,603.80
	4596	30,603.80
	4597	30,603.80
		<u>\$91,811.40</u>
TOTAL		<u><u>\$113,085.23</u></u>

Prepared by: Donna Siloti

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03642A NewsBank P.O. Box 1130 Chester, VT 05413	RN398558		2400	03		9,290.00		
N03643A Recorded Books, LLC P.O. Box 64900 Ballimore, MD 21264-4900	1977462 1990712		2400	05		249.34 85.99 335.33		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	4384		1900	00		42.00		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Office Petty Cash 2/24/04-4/20/04		1800	00		10.32		
			1803	00		6.04		
						16.36		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Cking 3/17/04-4/20/04		0900	00		69.93		
			0900	08		71.79		
			1800	00		106.56		
			1900	00		50.00		
			2700	01		90.00		
			2700	03		307.00		
						695.28		
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	7330591-AP04		2100	00		134.74		
N03832A Books on Tape P.O. Box 25122 Santa Ana, CA 92799-5122	5645201P 5656124P 5658076P 5688423P 5698921P 5699335P 5699335PA		2400	05		372.82		
			2400	05		96.98		
			2400	05		127.15		
			2400	05		256.88		
			2400	05		87.49		
			2400	05		242.65		
			2400	05		-10.77		
						1,173.20		

The claims listed above (totaling \$11,686.91) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	480488		1800	00		16.95		
	U760626		2400	01		447.40		
	U760628		2400	01		225.28		
	U760629		2400	01		234.59		
	U765265		2400	01		53.67		
	U765266		2400	01		16.54		
	U777918		2400	01		152.51		
	U777919		2400	01		27.64		
	U777920		2400	01		37.91		
	U777921		2400	01		270.47		
	U777922		2400	01		50.56		
	U777923		2400	01		23.38		
	U777924		2400	01		341.93		
	U777925		2400	01		166.65		
	U777926		2400	01		25.30		
	U777927		2400	01		59.36		
	U777928		2400	01		37.92		
	U777929		2400	01		115.86		
	U777930		2400	01		37.92		
	U777931		2400	01		22.36		
	U780641		2400	01		43.99		
	U780642		2400	01		23.33		
	U780643		2400	01		315.59		
	U780644		2400	01		18.48		
	U780645		2400	01		67.55		
	U780646		2400	01		18.09		
	U780647		2400	01		12.60		
	U790675		2400	01		19.45		
	U790676		2400	01		53.55		
	U790677		2400	01		33.03		
U790678		2400	01		139.25			
U790679		2400	01		33.03			
U790680		2400	01		29.57			
U790681		2400	01		21.39			
U790682		2400	01		23.37			
U790683		2400	01		229.07			
U795974		2400	01		54.42			
U795975		2400	01		8.82			
U802045		2400	01		246.41			
U802046		2400	01		11.72			
U802047		2400	01		22.36			
U802048		2400	01		12.38			
						3,801.65		

The claims listed above (totaling \$3,801.65) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,801.65

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	U802049		2400	01		19.45		
	U802050		2400	01		66.22		
	U811626		2400	01		34.88		
						120.55		
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	07221507		2400	02		259.16		
	07265892		2400	02		68.87		
	07306959		2400	02		135.12		
	07321414		2400	02		24.41		
	07337461		2400	02		20.39		
	07394687		2400	02		30.87		
	87930326		2400	01		38.39		
	87930327		2400	01		45.36		
	87930328		2400	01		13.88		
	87930329		2400	01		6.02		
	87930330		2400	01		33.83		
	87933278		2400	05		172.40		
	88004797		2400	01		16.97		
	88004798		2400	01		12.09		
	88004799		2400	01		16.79		
	88004800		2400	01		16.85		
	88004801		2400	01		19.43		
	88004802		2400	01		16.22		
	88004803		2400	01		13.34		
	88004804		2400	01		17.56		
	88004805		2400	01		15.25		
	88025648		2400	01		66.75		
	88025649		2400	01		15.02		
88043425		2400	01		58.12			
88091837		2400	01		63.22			
88098775		2400	01		14.66			
88098776		2400	01		17.30			
88098777		2400	01		18.81			
88098778		2400	01		16.71			
88098779		2400	01		16.69			
88098780		2400	01		15.93			
88098781		2400	01		139.26			
88098782		2400	01		30.47			
88098783		2400	01		12.66			
88130480		2400	01		17.74			
88189041		2400	01		12.67			
88203797		2400	01		16.78			
						1,525.99		

The claims listed above (totaling \$1,646.54) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	88203798		2400	01		32.87		
	88203799		2400	01		14.83		
	88203800		2400	01		49.51		
	88203801		2400	01		15.85		
	88203802		2400	01		33.59		
	88203803		2400	01		33.43		
	88203804		2400	01		16.17		
	88203805		2400	01		241.34		
	88273973		2400	01		17.54		
	88273974		2400	01		49.78		
	88273975		2400	01		16.77		
	88273976		2400	01		16.91		
	88273977		2400	01		16.78		
	88273978		2400	01		16.18		
	88273979		2400	01		50.28		
	88273980		2400	01		105.99		
	88273981		2400	01		16.74		
	88273982		2400	01		15.59		
	88273983		2400	01		152.00		
	88273984		2400	01		34.56		
	88273985		2400	01		15.97		
	88273986		2400	01		17.30		
	88273987		2400	01		16.71		
	88279683		2400	01		17.88		
88330328		2400	01		24.36			
88330329		2400	01		11.89			
88330330		2400	01		16.31			
88330331		2400	01		16.43			
88330333		2400	01		35.80			
88330334		2400	01		8.20			
					1,127.56			
N03845A Marshall Cavendish PO Box 2001 Tarrytown, NY 10591-9001	R 664561		2400	01		160.80		
N05294B Roto Rooter 1183 N. Kraemer Place Anaheim, CA 92806	242905		1400	00		257.94		

The claims listed above (totaling \$1,546.30) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N06771 The H.W. Wilson Company 950 University Ave. Bronx, NY 10452-4297	55859631		2400	04		278.08		
N06819 American Library Association 77-6499 Chicago, IL 60678-6499	Mary Strazdas May 2004		1600	00		185.00		
N09111A EBSCO Subscription Services PO Box 92901 Los Angeles, CA 90009-2901	0243960		2400	04		345.57		
N09284 JEFFCO, INC. Attn: Accounts Receivable 1671 S. Research Loop Tuscon, AZ 85710-6795	393380		1800	00		33.95		
N22357 William Brown 122 Anned Dr. Placentia, CA SSN 517-20-2681	179801		1400	00		128.79		
N25796A BWI (Book Wholesalers, Inc.) PO Box 91691 Chicago, IL 60693	1731788		2400	01		119.00		
N27838 BBC Audiobooks America P.O. Box 1450 Hampton, NH 03843-1450	148786		2400	05		59.96		
N28413A Copy America 3564 E. Enterprise Dr. Anaheim, CA 92807	8331 8332 8333 8334		1300 1300 1300 1300	00 00 00 00		16.67 16.67 16.67 50.00		
						100.01		

The claims listed above (totaling \$1,250.36) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,250.36

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Rev			Doc Number	SC
(need vendor #) Greenwood Publishing Group P.O. Box 5007 Westport, CT 06881-5007	2332197		2400	01		449.98		
(need vendor #) Rainbow Resource Directory 1330 E. 223rd St., Suite 523 Carson, CA 90745	0026412-IN		2400	01		59.07		
(need vendor #) World Book, Inc. P.O. Box 856009 Louisville, KY 40285-6009	1235590		2400	01		833.02		

The claims listed above (totaling \$1,342.07) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,342.07

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/26/04  
REPORT NO 4595

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
WELLS FARGO BANK Placentia Main Office Branch 8845 for Placentia Library District	05/13/04 Pay period # 23 April 30, 2004 May 13, 2004		0100	00		28,428.98		
Account # 2011939659 Route #121000248	FICA		0200	00		2,174.82		
<b>PLEASE WIRE ON THURSDAY, May 13, 2004</b>								

The claims listed above (totaling \$30,603.80) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

Page Total 30,603.80



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/26/04  
REPORT NO 4596

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
WELLS FARGO BANK Placentia Main Office Branch 8845 for Placentia Library District	05/27/04 Pay period # 24 May 14, 2004 May 27, 2004		0100	00		28,428.98		
Account # 2011939659 Route #121000248	FICA		0200	00		2,174.82		
<b>PLEASE WIRE ON THURSDAY, May 27, 2004</b>								

The claims listed above (totaling \$30,603.80) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

30,603.80

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/26/04  
REPORT NO 4597

Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/	Sub	Rept	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Obj/ Rev			Doc Number	SC
WELLS FARGO BANK Placentia Main Office Branch 8845 for Placentia Library District	06/10/04 Pay period # 25 May 28, 2004 June 10, 2004		0100	00		28,428.98		
Account # 2011939659 Route #121000248	FICA		0200	00		2,174.82		
<b>PLEASE WIRE ON THURSDAY, June 10, 2004</b>								

The claims listed above (totaling \$30,603.80) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

30,603.80

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *Edm*  
**SUBJECT:** Cash Flow Analysis  
**DATE:** April 26, 2004

**BACKGROUND:**

The Cash Flow Analysis for the General Fund for Fiscal Year 2003-2004 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2003-2004 is Attachment B.

I am recommending that no funds be transferred at this time.

**RECOMMENDATION:**

Receive & File the Cash Flow Analysis for Fiscal Year 2003-2004 through April 26, 2004.



Placentia Library District  
FY2003-2004 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/03		Beginning Balance			518,205.57
06/19/03	4463	Payroll to wire Jul 10, 2003		29,765.42	488,440.15
06/19/03	4464	General		910.99	487,529.16
06/30/03	4466	General		11,784.44	475,744.72
06/30/03	4467	General		10,235.12	465,509.60
06/30/03	4468	Payroll to wire Jul 24, 2003		30,603.80	434,905.80
06/30/03	4469	Payroll to wire Aug 7, 2003		30,603.80	404,302.00
07/03/03	4470	General by Library Director		2,350.74	401,951.26
07/03/03	4471	General by Library Director		2,594.89	399,356.37
07/03/03	4472	General by Library Director		3,139.44	396,216.93
07/10/03	4473	General by Library Director		973.96	395,242.97
07/17/03		Secured 2002-2003 #9	16,611.57	41.53	411,813.01
07/17/03		Supplemental 1985+ #1	4,111.95		415,924.96
07/17/03		Delinquent Supplemental	1,567.37		417,492.33
07/17/03		Supplemental 1984	1.73		417,494.06
07/21/03		Teeter Plan Delinquent Secured	14,296.23		431,790.29
07/21/03	4474	General		1,997.58	429,792.71
07/21/03	4475	General		2,706.79	427,085.92
07/21/03	4476	General		5,989.29	421,096.63
07/21/03	4477	Payroll to wire Aug 21, 2003		30,603.80	390,492.83
07/21/03	4478	Payroll to wire Sep 4, 2003		30,603.80	359,889.03
07/24/03	4479	General by Library Director		15,136.23	344,752.80
07/30/03		Library Passport Revenue, Jul	13,829.94		358,582.74
07/30/03		Library Revenue, Jul	1,495.70		360,078.44
07/30/03		Interest	4.48		360,082.92
07/31/03	4480	General by Library Director		3,859.76	356,223.16
07/31/03	4481	General by Library Director		1,229.51	354,993.65
08/07/03	4482	General by Library Director		2,600.86	352,392.79
08/13/03		Supplemental 1985+ #1	6,370.64		358,763.43
08/14/03	4483	General by Library Director		1,041.56	357,721.87
08/14/03	4484	General by Library Director		3,590.30	354,131.57
08/25/03	4485	General		17,771.94	336,359.63
08/25/03	4486	General		2,124.88	334,234.75
08/25/03	4487	General		37,278.11	296,956.64
08/25/03	4488	Payroll to wire Sep 18, 2003		30,603.80	266,352.84
08/25/03	4489	Payroll to wire Oct 2, 2003		30,603.80	235,749.04
08/27/03		Library passport Revenue, Aug	11,900.81		247,649.85
08/27/03		Library revenue, Aug	1,595.67		249,245.52
08/27/03		Non-Govt Grant	1,000.00		250,245.52
08/27/03		Interest	3.90		250,249.42
08/28/03		Interest, Jun accrual	(87.83)		250,161.59
08/28/03	4490	General by Library Director		1,646.04	248,515.55
08/28/03	4491	General by Library Director		5,223.77	243,291.78
08/28/03	4492	General by Library Director		180.00	243,111.78
08/29/03		Interest, Jul	563.41	54.08	243,621.11
09/03/03	4493	General by Library Director		3,155.44	240,465.67
09/03/03	4494	General by Library Director		375.84	240,089.83
09/04/03		State Timber Yield	0.57		240,090.40
09/10/03	4495	General by Library Director		3,564.46	236,525.94

Placentia Library District  
FY2003-2004 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/10/03	4496	General by Library Director		1,923.32	234,602.62
09/17/03		Library passport Revenue, Sep	6,361.54		240,964.16
09/17/03		State Library ILL Reimbursement	4,161.78		245,125.94
09/17/03		Library revenue, Sep	1,211.75		246,337.69
09/17/03		Interest	3.37		246,341.06
09/18/03		Unsecured 1st	52,712.49	131.78	298,921.77
09/18/03		Supplemental 1985+ #2	1,377.41		300,299.18
09/22/03	4497	General		12,557.47	287,741.71
09/22/03	4498	General		8,512.25	279,229.46
09/22/03	4499	Payroll to wire Oct 16, 2003		30,603.80	248,625.66
09/22/03	4500	Payroll to wire Oct 30, 2003		30,603.80	218,021.86
09/24/03		Literacy Grants through Foundation (2)	7,000.00		225,021.86
09/24/03		Library passport Revenue, Sep	5,085.30		230,107.16
09/24/03		State Library ILL Reimbursement	2,498.12		232,605.28
09/24/03		Library revenue, Sep	518.79		233,124.07
09/25/03	4501	General by Library Director		2,709.95	230,414.12
09/25/03	4502	General by Library Director		10,082.91	220,331.21
09/30/03		Interest, Aug	410.18	44.58	220,696.81
10/01/03	4503	General by Library Director		2,127.02	218,569.79
10/01/03	4504	General by Library Director		46.50	218,523.29
10/09/03	4505	General by Library Director		5,402.39	213,120.90
10/09/03	4506	General by Library Director		10,814.24	202,306.66
10/15/03		Supplemental # 3	6,669.98		208,976.64
10/20/03	4507	General		6,799.75	202,176.89
10/20/03	4508	General		13,343.69	188,833.20
10/20/03	4509	Payroll to wire Nov 13, 2003		30,603.80	158,229.40
10/20/03	4510	Payroll to wire Nov 26, 2003		30,603.80	127,625.60
10/20/03	4511	Payroll to wire Dec 11, 2003		30,603.80	97,021.80
10/23/03		Library passport Revenue, Oct	11,757.36		108,779.16
10/23/03		Library revenue, Oct	2,145.48		110,924.64
10/23/03		Interest, Bank of the West	4.01		110,928.65
10/23/03	4512	General by Library Director		10,016.04	100,912.61
10/23/03	4513	General by Library Director		546.09	100,366.52
10/28/03		Interest, Sep	373.65	37.43	100,702.74
10/30/03	4514	General by Library Director		8,643.14	92,059.60
10/30/03	4515	General by Library Director		6,063.01	85,996.59
11/03/03	4516	General by Library Director		18,196.22	67,800.37
11/05/03	4517	General by Library Director		1,193.18	66,607.19
11/13/03	4518	General by Library Director		10,320.04	56,287.15
11/13/03	4519	General by Library Director		1,840.56	54,446.59
11/17/03		Library passport Revenue, Oct/Nov	8,282.41		62,729.00
11/17/03		Library revenue, Oct/Nov	1,621.84		64,350.84
11/17/03		Raytheon for Literacy	1,003.25		65,354.09
11/17/03		Interest, Bank of the West	3.86		65,357.95
11/20/03		Supplemental #4	3,187.20		68,545.15
11/24/03	4520	General		2,222.45	66,322.70
11/24/03	4521	General		8,296.79	58,025.91
11/24/03	4522	General		8,739.20	49,286.71
11/24/03	4523	General		1,913.95	47,372.76

Placentia Library District  
FY2003-2004 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/24/03	4524	Payroll to wire Dec 23, 2003		30,603.80	16,768.96
11/24/03	4525	Payroll to wire Jan 8, 2004		30,603.80	-13,834.84
11/25/03		Secured # 1	128,455.44	321.14	114,299.46
11/25/03	4526	General by Library Director		4,006.46	110,293.00
11/25/03	4527	General by Library Director		7,614.01	102,678.99
11/26/03		Interest, Oct.	272.08	29.62	102,921.45
12/04/03		Library passport Revenue, Nov	5,165.65		108,087.10
12/04/03		State Library ILL	4,006.56		112,093.66
12/04/03		Library revenue, Nov	1,078.61		113,172.27
12/04/03	4528	General by Library Director		918.81	112,253.46
12/04/03	4529	General by Library Director		3,717.32	108,536.14
12/10/03		Secured #2	251,220.69	628.05	359,128.78
12/10/03		Homeowner's Subvention	1,044.47		360,173.25
12/11/03	4530	General by Library Director		4,944.40	355,228.85
12/11/03	4531	General by Library Director		713.23	354,515.62
12/13/03		Library revenue, Nov/Dec	(81.80)		354,433.82
12/16/03		Interest, Oct.	272.08		354,705.90
12/18/03		Secured #3	244,599.03	611.50	598,693.43
12/18/03		Supplemental #5	4,326.82		603,020.25
12/18/03		Timber Yield Tax	0.11		603,020.36
12/22/03	4532	General		18,484.23	584,536.13
12/22/03	4533	General		1,523.89	583,012.24
12/22/03	4534	General		33,177.85	549,834.39
12/22/03	4535	General		4,416.57	545,417.82
12/22/03	4536	General		12,781.08	532,636.74
12/22/03	4537	Payroll to wire Jan 22, 2004		30,603.80	502,032.94
12/22/03	4538	Payroll to wire Feb 5, 2004		30,603.80	471,429.14
12/23/03		Interest, Nov	187.75	20.71	471,596.18
12/23/03	4539	General by Library Director		4,615.38	466,980.80
12/23/03	4540	General by Library Director		19,653.93	447,326.87
12/30/03	4541	General by Library Director		2,391.28	444,935.59
12/31/03		State Library Literacy Grant	51,194.00		496,129.59
12/31/03		Library passport Revenue, Dec	6,898.35		503,027.94
12/31/03		Library revenue, Dec	1,468.38		504,496.32
12/31/03		Interest, Bank of the West	3.44		504,499.76
01/06/04	4542	General by Library Director		3,011.46	501,488.30
01/07/04	4543	General by Library Director		2,955.50	498,532.80
01/08/04		Homeowner's Subvention	7,659.48		506,192.28
01/12/04	4544	General by Library Director		3,190.00	503,002.28
01/15/04		Library Revenue, Mighty Ducks Grant	10,000.00		513,002.28
01/15/04		Library passport Revenue, Dec/Jan	4,917.65		517,919.93
01/15/04		Library revenue, Dec/Jan	777.40		518,697.33
01/15/04		Interest, Bank of the West	3.77		518,701.10
01/19/04	4545	General		38,237.61	480,463.49
01/19/04	4546	General		11,983.35	468,480.14
01/19/04	4547	General		1,252.19	467,227.95
01/19/04	4548	General		1,884.29	465,343.66
01/19/04	4549	General		3,562.76	461,780.90
01/19/04	4550	Payroll to wire Feb 19, 2004		10,000.00	451,780.90

Placentia Library District  
FY2003-2004 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/19/04	4551	Payroll to wire Mar 4, 2004		30,603.80	421,177.10
01/20/04		Secured #4	36,635.51	91.59	457,721.02
01/20/04		Supplemental #6	7,492.52		465,213.54
01/20/04		Unsecured 2nd	3,808.59	9.52	469,012.61
01/22/04	4552	General by Library Director		1,907.83	467,104.78
01/22/04	4553	General by Library Director		7,552.12	459,552.66
01/23/04		Coding correction/Interest	(272.08)		459,280.58
01/28/04		Interest Dec	574.44		459,855.02
01/29/04		Canceled check	9.94	56.73	459,808.23
01/29/04	4554	General by Library Director		3,016.02	456,792.21
01/29/04	4555	General by Library Director		1,271.00	455,521.21
02/04/04		Library Passport Revenue, Jan	10,550.92		466,072.13
02/04/04		Library Revenue, Jan	2,085.57		468,157.70
02/04/04		State Library OCLC Grant	69.00		468,226.70
02/04/04	4556	General by Library Director		1,804.38	466,422.32
02/04/04	4557	General by Library Director		2,212.43	464,209.89
02/05/04		Public Utility #1	11,786.34	29.47	464,180.42
02/12/04	4558	General by Library Director		3,513.62	460,666.80
02/12/04	4559	General by Library Director		7,067.53	453,599.27
02/19/04		Special District Augmentation Fund # 1	4,060.00		457,659.27
02/19/04		Supplemental #7	870.52		458,529.79
02/23/04	4560	General		6,381.75	452,148.04
02/23/04	4561	General		3,784.84	448,363.20
02/23/04	4562	General		1,205.49	447,157.71
02/23/04	4563	General		9,509.84	437,647.87
02/23/04	4564	General		4,855.19	432,792.68
02/23/04	4565	Payroll to wire Mar 18, 2004		30,603.80	402,188.88
02/23/04	4566	Payroll to wire Apr 1, 2004		30,603.80	371,585.08
02/24/04		Interest Jan	722.12	66.71	371,518.37
02/25/04		Library Passport Revenue, Feb	12,326.62		383,844.99
02/25/04		Library Revenue, Feb	1,636.52		385,481.51
02/25/04		Interest, Bank of the West	7.68		385,489.19
02/25/04	4567	General by Library Director		1,446.99	384,042.20
02/25/04	4568	General by Library Director		814.67	383,227.53
02/25/04	4569	General by Library Trustees		35,900.00	347,327.53
03/03/04	4570	General by Library Director		2,160.44	345,167.09
03/03/04	4571	General by Library Director		4,240.45	340,926.64
03/09/04		State Library - Foundation Funds	23,537.00		364,463.64
03/09/04		Library Passport Revenue, Feb	6,703.65		371,167.29
03/09/04		Library Revenue, Feb	762.48		371,929.77
03/10/04	4572	General by Library Director		4,304.65	367,625.12
03/10/04	4573	General by Library Director		43.69	367,581.43
03/16/04		Library Passport Revenue, Mar	8,457.48		376,038.91
03/16/04		State Library - Interlibrary Loan	3,393.79		379,432.70
03/16/04		Library Revenue, Grant - Mervyn's Literacy	1,000.00		380,432.70
03/16/04		Library Revenue, Mar	997.14		381,429.84
03/16/04		Interest - Bank of the West	3.92		381,433.76
03/18/04		Secured #5	73,062.61		454,496.37
03/18/04		Supplemental #8	2,771.27	182.66	457,084.98



Placentia Library District  
 FY2003-2004 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/19/04		Interest - Feb	552.80	54.34	457,583.44
03/22/04	4574	General		8,540.29	449,043.15
03/22/04	4575	General		4,216.79	444,826.36
03/22/04	4576	General		1,196.62	443,629.74
03/22/04	4577	General		3,149.02	440,480.72
03/22/04	4578	General		1,672.02	438,808.70
03/22/04	4579	General		2,161.43	436,647.27
03/22/04	4580	Payroll to wire Apr 15, 2004		30,603.80	406,043.47
03/22/04	4581	Payroll to wire Apr 29, 2004		30,603.80	375,439.67
03/25/04	4582	General by Library Director		12,896.66	362,543.01
03/25/04	4583	General by Library Director		205.01	362,338.00
03/31/04	4584	General by Library Director		3,455.44	358,882.56
03/31/04	4585	General by Library Director		162.22	358,720.34
04/07/04	4586	General by Library Director		2,980.82	355,739.52
04/07/04	4587	General by Library Director		7,026.54	348,712.98
04/14/04	4588	General by Library Director		2,655.58	346,057.40
04/26/04	4589	General		11,686.91	334,370.49
04/26/04	4590	General		3,801.65	330,568.84
04/26/04	4591	General		1,646.54	328,922.30
04/26/04	4592	General		1,546.30	327,376.00
04/26/04	4593	General		1,250.36	326,125.64
04/26/04	4594	General		1,342.07	324,783.57
04/26/04	4695	Payroll to wire May 13, 2004		30,603.80	294,179.77
04/26/04	4596	Payroll to wire May 27, 2004		30,603.80	263,575.97
04/26/04	4597	Payroll to wire Jun 10, 2004		30,603.80	232,972.17
					232,972.17



Placentia Library District  
Property Tax Apportionments  
Fiscal Year 2003-2004

<b>Date</b>	<b>Category</b>	<b>Amount</b>
08/14/03	Prior Year Secured Taxes & Penalties #1 Jul	
08/14/03	Supplemental #1 Jul	
09/11/03	Prior Year Secured Taxes & Penalties #2 Aug	
09/19/03	Supplemental #2 Aug	
09/19/03	Unsecured collections at 8/31/02, #1	80% - 85%
10/16/03	Prior Year Secured Taxes & Penalties #3 Sep	
10/16/03	Supplemental #3 Sep	
11/13/03	Prior Year Secured Taxes & Penalties #4 Oct	
11/21/03	Supplemental #4 Oct	
11/26/03	Current secured #1	7% - 10%
12/11/03	Current secured #2	20% - 25%
12/11/03	Homeowners Property Tax Relief	15%
12/11/03	Prior Year Secured Taxes & Penalties #5 Nov	
12/19/03	Current secured #3	10% - 15%
12/19/03	Supplemental #5 Nov	
01/09/04	Homeowners Property Tax Relief	35%
01/15/04	Prior Year Secured Taxes & Penalties #6 Dec	
01/21/04	Supplemental #6 Dec	
01/21/04	Unsecured collections at 12/31/03, #2	5% - 10%
02/06/04	State-Assessed Public Utility, #1	49% - 50%
02/10/04	Prior Year Secured Taxes & Penalties #7 Jan	
02/19/04	Current secured #4	4% - 7%
02/20/04	Supplemental #7 Jan	
03/11/04	Prior Year Secured Taxes & Penalties #8 Feb	
03/19/04	Current secured #5	5% - 7%
03/19/04	Supplemental #8 Feb	
04/09/04	Unsecured collections at 03/31/04, #3	1% - 3%
04/15/04	Prior Year Secured Taxes & Penalties #9 Mar	
04/15/04	Supplemental #9 Mar	
04/20/04	Current secured #6	15% - 20%
05/11/04	<b>Homeowners Property Tax Relief</b>	<b>35%</b>
05/13/04	<b>Prior Year Secured Taxes &amp; Penalties #10 Apr</b>	
05/21/04	<b>Current secured #7</b>	<b>15% - 20%</b>
05/21/04	<b>Supplemental #10 Apr</b>	
05/27/04	State-Assessed Public Utility, #2	49% - 50%
06/11/04	Homeowners Property Tax Relief	15%
06/17/04	Prior Year Secured Taxes & Penalties #11 May	
06/17/04	Prior Year Unsecured	
06/17/04	Supplemental #11 May	
06/17/04	Unsecured collections at 05/31/04, Final	3% - 6%
07/16/04	Current secured final for FY04	1% - 3%
07/16/04	Delinquent Supplemental, FY04	
07/16/04	Prior Year Secured Taxes & Penalties, FY02 #12 Jun	
07/16/04	Supplemental, FY04 #12 Jun	
07/20/04	Secured Teeter Actual Final Delinquencies, FY03	2% - 4%



**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 April 26, 2004

	Fiscal Year 2003-2004						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-03	118,846.09	10,052.98	160,401.17	518,205.57	9,809.52	817,315.33	299,109.76
31-Jul-03	118,833.87	10,051.95	160,384.68	451,500.55	9,808.51	750,579.56	299,079.01
31-Aug-03	118,967.59	10,063.26	160,509.55	400,642.44	9,819.55	700,002.39	299,359.95
30-Sep-03	119,075.36	10,072.38	160,654.95	314,934.39	9,828.45	614,565.53	299,631.14
31-Oct-03	119,194.54	10,082.47	160,815.76	197,523.75	9,838.29	497,454.81	299,931.06
30-Nov-03	119,298.06	10,091.23	160,955.42	235,572.22	9,846.84	535,763.77	300,191.55
31-Dec-03	119,635.03	10,119.72	161,410.07	611,904.10	9,874.66	912,943.58	301,039.48
31-Jan-04	119,750.61	10,129.50	161,566.01	545,332.06	9,884.20	846,662.38	301,330.32
28-Feb-04	119,875.17	10,140.04	161,734.07	523,002.49	9,894.48	824,646.25	301,643.76
31-Mar-04	119,984.08	10,149.26	161,881.01	492,191.83	9,903.47	794,109.65	301,917.82
30-Apr-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-May-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Jun-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

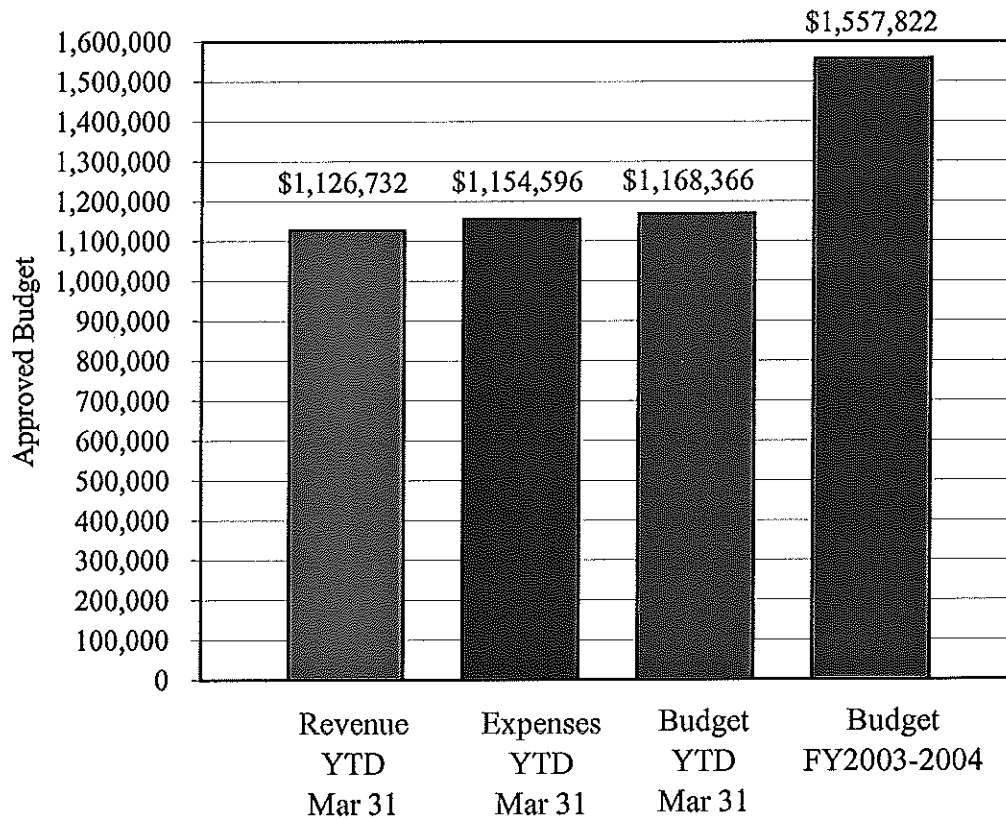
	Fiscal Year 2002-2003						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-02	116,469.13	9,851.91	83,082.86	400,156.81	9,613.35	619,174.06	219,017.25
31-Jul-02	116,690.88	9,870.66	158,241.04	295,366.21	9,631.65	589,800.44	294,434.23
31-Aug-02	117,136.61	9,908.36	158,556.42	242,666.09	9,668.43	537,935.91	295,269.82
30-Sep-02	117,340.18	9,925.58	158,738.30	257,235.56	9,685.23	552,924.85	295,689.29
31-Oct-02	117,520.37	9,940.82	158,982.06	151,028.27	9,700.10	447,171.62	296,143.35
30-Nov-02	117,721.94	9,957.87	109,254.75	270,464.24	9,716.74	517,115.54	246,651.30
31-Dec-02	117,922.61	9,974.85	109,530.50	561,461.29	9,733.30	808,622.55	247,161.26
31-Jan-03	118,098.77	9,989.75	109,707.45	500,247.02	9,747.85	747,790.84	247,543.82
28-Feb-03	118,273.90	10,004.57	109,870.14	466,653.34	9,762.30	714,564.25	247,910.91
31-Mar-03	118,435.92	10,018.28	110,020.65	477,099.56	9,775.67	725,350.08	248,250.52
30-Apr-03	118,579.99	10,030.47	110,154.49	550,760.45	9,787.56	799,312.96	248,552.51
31-May-03	118,720.13	10,042.33	160,284.68	629,234.54	9,799.12	928,080.80	298,846.26
30-Jun-03	118,846.09	10,052.98	160,401.17	518,205.57	9,809.52	817,315.33	299,109.76
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00



# PLACENTIA LIBRARY DISTRICT

## Fiscal Year 2003 - 2004

### General Fund Cash Flow







PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 Mar 2004	FY2002-2003 Mar 2003	FY2003-2004 % EXP BUD
6210-00	Prop. Taxes - current secured	1,147,522	733,973.28	681,800.97	73,062.61	71,054.05	63.96%
6210-01	Public Utility	22,500	11,786.34	11,127.47	0.00	0.00	52.38%
6210-04	Teeter Plan - current delinquent	0	0.00	(60.93)	0.00	0.00	
	<b>TOTAL PROP. TAXES - CURRENT SECURED</b>	<b>1,170,022</b>	<b>745,759.62</b>	<b>692,867.51</b>	<b>73,062.61</b>	<b>71,054.05</b>	<b>63.74%</b>
6220	<b>PROP. TAXES - CURRENT UNSECURED</b>	<b>57,500</b>	<b>56,521.08</b>	<b>54,527.97</b>	<b>0.00</b>	<b>0.00</b>	<b>98.30%</b>
6230-00	Prop. Taxes - Prior Secured	13,000	0.00	14,166.49	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	16,611.57	0.00	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	14,500	14,296.23	14,824.78	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES - PRIOR SECURED</b>	<b>27,500</b>	<b>30,907.80</b>	<b>28,991.27</b>	<b>0.00</b>	<b>0.00</b>	<b>112.39%</b>
6240	<b>TOTAL PROP. TAXES PRIOR UNSECURED</b>	<b>750</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
6250	<b>TAXES - SPECIAL DISTRICT AUGMENTATION</b>	<b>8,000</b>	<b>4,060.00</b>	<b>3,915.00</b>	<b>0.00</b>	<b>0.00</b>	
6260	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
6280-00	Property taxes current supplemental	40,000	33,066.36	27,885.04	2,771.27	2,266.11	82.67%
6280-01	Final supplemental for prior years	0	4,113.68	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES SUPPLEMENTAL - CURREN</b>	<b>40,000</b>	<b>37,180.04</b>	<b>27,885.04</b>	<b>2,771.27</b>	<b>2,266.11</b>	<b>92.95%</b>
6300	<b>PROP. TAXES SUPPLEMENTAL - PRIOR</b>	<b>1,300</b>	<b>1,567.37</b>	<b>1,363.50</b>	<b>0.00</b>	<b>0.00</b>	<b>120.57%</b>
6540	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>TOTAL TAXES</b>	<b>1,305,072</b>	<b>875,995.91</b>	<b>809,550.29</b>	<b>75,833.88</b>	<b>73,320.16</b>	<b>67.12%</b>

REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 Mar 2004	FY2002-2003 Mar 2003	FY2003-2004 % EXP BUD
6610-00	Interest	8,500	3,603.26	4,862.82	556.72	657.24	42.39%
6610-01	Interest - old bond fund	0	3.77	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	8,500	3,607.03	4,862.82	556.72	657.24	42.44%
6690	STATE - HOMEOWNER PROP TAX RELIEF	16,250	8,703.95	8,169.27	0.00	0.00	53.56%
6970-00	State - ILL & Direct Loan Reimbursement	10,000	14,060.25	11,875.98	3,393.79	3,776.54	140.60%
6970-01	State - CA Foundation Funds	0	23,537.00	46,377.00	23,537.00	46,377.00	
6970-02	State - CA Literacy Campaign	22,000	51,194.00	24,725.00	0.00	24,725.00	232.70%
6970-03	State - Family Literacy	10,000	0.00	6,030.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	10,000	0.00	130,680.00	0.00	0.00	
6970-05	State - Project Grants	0	69.00	11,676.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	0	0.68	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	52,000	88,860.93	231,363.98	26,930.79	74,878.54	170.89%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	30,000	17,313.53	22,612.60	1,759.62	2,109.31	57.71%
7670-01	Local Revenue -- Passport	146,000	112,237.68	84,553.66	15,161.13	14,111.30	76.88%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	0	20,003.25	13,000.00	1,000.00	2,000.00	
	TOTAL LOCAL REVENUE	176,000	149,554.46	120,166.26	17,920.75	18,220.61	84.97%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	9.94	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,557,822	1,126,732.22	1,174,112.62	121,242.14	167,076.55	72.33%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
0100	Salaries & Wages	694,508.00	503,957.65	449,308.50	55,260.98	53,224.60	72.56%
0200	Retirement (Social Security & Pension Contribution)	98,130.00	70,129.68	75,726.49	4,349.64	4,071.68	71.47%
	Health & Life Insurance/Blue Shield CA	51,886.00	32,186.40	25,103.89	3,887.76	(444.01)	62.03%
	Long Term Disability/CNA	3,300.00	2,601.87	2,076.76	538.59	0.00	78.84%
	Life Insurance/Fortis & Protective Life	1,405.00	1,698.75	791.20	105.00	253.75	120.91%
	Vision Service Plan/VSP	2,682.00	1,720.74	1,442.16	186.30	186.30	64.16%
	Dental/Ameritas	7,597.00	6,432.30	3,924.40	526.30	600.50	84.67%
0300	Total Employee Insurance	66,870.00	44,640.06	33,338.41	5,243.95	596.54	66.76%
0310	Unemployment Insurance	0.00	140.00	394.00	0.00	0.00	
0350	Workers Compensation - General	10,000.00	9,683.00	3,127.00	0.00	0.00	96.83%
	TOTAL SALARIES & EMPLOYEE BENEFITS	869,508.00	628,550.39	561,894.40	64,854.57	57,892.82	72.29%
0700-00	Communications - Telephone	1,750.00	1,052.51	1,050.76	285.23	0.00	60.14%
0700-01	Communications - Modern/Fax	7,600.00	6,890.20	3,895.55	682.94	63.93	90.66%
0700-02	Communications - Internet/Database	800.00	0.00	504.87	0.00	0.00	0.00%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700.00	1,939.50	862.00	431.00	0.00	71.83%
0700-07	Communications - ELLI Grant	0.00	0.00	250.00	0.00	250.00	
0700-08	Communications - Adult Literacy	1,500.00	977.09	973.99	44.00	156.54	65.14%
	Total Communications	14,350.00	10,859.30	7,537.17	1,443.17	470.47	75.67%
0900-00	Food - General Fund	350.00	298.36	68.06	149.42	0.00	
0900-07	Food - ELLI Grant	0.00	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	150.00	225.37	85.21	122.86	0.00	
0090-09	Food - Families for Literacy	0.00	403.57	68.63	105.30	0.00	
	Total Food	500.00	927.30	221.90	377.58	0.00	185.46%
1000-00	Household Expense	4,250.00	2,361.23	2,564.22	1,197.21	0.00	55.56%
1100-00	Insurance - Liability	11,000.00	11,120.12	7,614.40	0.00	0.00	101.09%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000.00	1,957.27	2,127.49	902.76	917.52	65.24%
1300-01	Maintenance of Equipment - General Fund (Computer)	20,000.00	40,030.00	11,304.37	0.00	0.00	200.15%
1300-07	Maintenance of Equipment - ELLI Grant	0.00	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500.00	0.00	234.63	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	23,500.00	41,987.27	13,666.49	902.76	917.52	178.67%
	HVAC	7,500.00	2,571.44	5,689.88	0.00	0.00	34.29%
	Carpet Cleaning	2,750.00	522.72	430.98	0.00	0.00	19.01%
	Groundskeeping, City of Placentia	27,500.00	20,256.62	17,409.92	3,704.61	0.00	73.66%
	Plumbing	3,000.00	2,650.01	1,033.97	786.42	105.75	88.33%
	Electrical	1,500.00	5,140.51	1,442.49	0.00	0.00	342.70%
	Cleaning Service	13,700.00	9,900.00	8,800.00	1,100.00	1,100.00	72.26%
	Locksmith	1,000.00	297.72	1,307.54	233.22	124.68	29.77%
	Other (Includes Fire Alarm & Seismic Retrofit Project)	6,000.00	8,957.59	2,188.82	1,424.31	801.23	149.29%
1400-00	Total Maintenance of Building & Grounds	62,950.00	50,296.61	38,303.60	7,248.56	2,131.66	79.90%
1600-00	Memberships - General Fund	2,200.00	3,482.00	1,618.00	195.00	0.00	158.27%
1600-07	Memberships - ELLI Grant	0.00	0.00	125.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	550.00	100.00	480.00	0.00	0.00	
1600-09	Memberships - Families for Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Memberships	2,750.00	3,582.00	2,223.00	195.00	0.00	130.25%
1700-00	Miscellaneous Expense - General Fund	0.00	4,991.58	3,285.00	280.00	0.00	
1700-07	Miscellaneous Expense - ELLI Grant	0.00	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Families for Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0.00	4,991.58	3,285.00	280.00	0.00	

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
1800-00	Library Supplies	12,000.00	7,782.58	7,991.78	397.68	1,049.29	64.85%
	Printing	11,500.00	9,668.22	5,883.18	1,814.94	2,50.95	84.07%
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00	
	Publications	1,100.00	463.82	861.55	195.00	0.00	42.17%
	Paper	700.00	388.53	184.43	0.00	0.00	55.50%
	Drinking Water Service	350.00	251.50	220.00	29.50	27.50	71.86%
	Other Office Supplies	10,000.00	8,953.08	5,418.02	1,032.78	830.30	89.53%
	Total Office Supply Expense - General Fund	35,650.00	27,507.73	20,358.96	3,469.90	2,158.04	77.16%
1800-07	ELLI Grant Supply Expense	0.00	255.71	921.33	0.00	20.27	
1803-00	Printing	1,500.00	1,712.25	0.00	570.75	0.00	
1803-01	Publications	2,500.00	1,639.63	4,045.59	1,189.71	0.00	
1803-08	Paper	0.00	0.00	0.00	0.00	0.00	
1803-09	Other Office Supplies	1,500.00	0.00	306.93	0.00	0.00	
	Total Adult Literacy Office Supply Expense	5,500.00	3,351.88	4,352.52	1,760.46	0.00	60.94%
1800-09	Supply Expense Families for Literacy	2,500.00	1,576.84	108.54	102.60	0.00	
	Total Office Expense	43,650.00	32,692.16	25,941.35	5,332.96	2,178.31	74.90%
1803-00	Postage Expense - General Fund	4,500.00	2,582.12	2,772.70	10.30	0.00	57.38%
1803-01	Postage Expense - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100.00	37.00	50.00	0.00	0.00	37.00%
1803-09	Postage Expense - Families for Literacy	150.00	42.50	50.00	5.50	0.00	
	Total Postage Expense	4,750.00	2,661.62	2,872.70	15.80	0.00	56.03%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
	Care Resources (Employee Assistance)	420.00	280.00	280.00	0.00	35.00	66.67%
	Pension Contribution & Operating Expenses	7,000.00	5,345.13	5,126.63	0.00	0.00	76.36%
	Anaheim Consortium Automated Library System	34,000.00	32,222.53	30,169.74	0.00	0.00	94.77%
	Anaheim Consortium Computer Technical & Consulting Services	0.00	0.00	0.00	0.00	0.00	
	Clipping Service	504.00	430.00	331.71	84.00	84.00	85.32%
	Interest Allocation & Tax Collection Charges by Orange County	8,500.00	7,508.73	7,329.22	54.34	60.18	88.34%
	Advertising (Including WEB Site)	4,000.00	1,522.50	1,127.52	15.00	0.00	38.06%
	Medical Exams	1,200.00	610.00	984.00	111.00	166.50	50.83%
	Collection Services - Accounts Receivable	2,250.00	1,843.90	1,189.54	257.25	0.00	81.95%
	Audit & Accounting Services	5,250.00	5,420.00	4,385.00	0.00	0.00	103.24%
	Payroll Preparation	3,600.00	2,580.51	2,371.56	246.55	542.50	71.68%
	Election Expenses	0.00	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500.00	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	14,000.00	30,308.39	8,947.17	1,250.00	4,299.02	216.49%
1900-00	Total Specialized Services - General Fund	84,224.00	88,071.69	62,242.09	2,018.14	5,187.20	104.57%
1900-01	Specialized Services - Partnerships for Change Grant	0.00	1,867.30	0.00	471.76	0.00	
1900-07	Specialized Services - ELLI Grant	0.00	0.00	471.74	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	5,000.00	3,860.00	5,204.99	0.00	834.14	77.20%
1900-09	Specialized Services - Families for Literacy	500.00	1,150.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	12,500.00	2,005.71	1,764.06	182.66	27.82	16.05%
	Total Specialized Services	102,224.00	96,954.70	69,682.88	2,672.56	6,049.16	94.85%
2000-00	Legal Notices - General Fund	650.00	192.24	137.70	0.00	0.00	29.58%
2000-01	Legal Notices - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
	Total Legal Notices	650.00	192.24	137.70	0.00	0.00	29.58%
2100-00	Rents/Leases-Equipment	400.00	568.40	313.58	8.66	0.00	

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000.00	101,485.46	58,208.29	43,271.08	0.00	96.65%
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0.00	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	131,840.00	45,335.54	31,489.92	11,381.89	0.00	34.39%
2400-02	Special Department Expense - Video	0.00	2,710.79	0.00	0.00	0.00	
2400-03	Special Department Expense - Electronic	0.00	21,393.69	31,790.29	0.00	0.00	
2400-04	Special Department Expense - Periodicals	0.00	7,528.14	7,766.01	20.56	0.00	
2400-05	Special Department Expense - Audio	0.00	7,692.24	4,599.56	3,047.60	0.00	
2400-07	Special Department Expense - ELLI Grant	0.00	815.73	1,623.98	0.00	448.31	
2400-08	Special Department Expense - Adult Literacy	2,000.00	1,811.96	5,579.93	0.00	600.00	90.60%
2400-09	Special Department Expense - Families for Literacy	0.00	2,940.65	794.08	0.00	0.00	
	Total Special Department Expense	133,840.00	90,228.74	83,643.77	14,450.05	1,048.31	67.42%
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	2,500.00	3,334.70	2,093.56	2,145.00	0.00	133.39%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500.00	2,105.56	3,165.40	303.66	224.36	46.79%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500.00	0.00	0.00	0.00	0.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	750.00	1,110.00	399.00	90.00	0.00	148.00%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	0.00	22.32	393.68	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000.00	0.00	1,025.35	0.00	0.00	0.00%
2700-09	Transportation/Travel - Meetings - Families for Literacy	0.00	52.56	209.22	0.00	61.92	
	Total Transportation/Travel - Meetings	10,250.00	6,625.14	7,286.21	2,538.66	286.28	64.64%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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April 26, 2004

OBJECT CODE	DESCRIPTION	FY2003-2004 BUDGETED	FY2003-2004 YTD	FY2002-2003 YTD	FY2003-2004 MAR 2004	FY2002-2003 MAR 2003	FY2003-2004 % EXP BUD
2800-00	Electricity	60,000.00	34,456.39	14,500.67	6,007.54	0.00	57.43%
	Gas	3,500.00	2,584.29	1,140.48	944.90	514.96	73.84%
	Water	3,750.00	2,704.75	2,300.72	311.74	134.95	72.13%
	Total Utilities	67,250.00	39,745.43	17,941.87	7,264.18	649.91	59.10%
	<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>587,314.00</b>	<b>497,279.30</b>	<b>341,444.13</b>	<b>87,198.23</b>	<b>13,731.62</b>	<b>84.67%</b>
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	4,000.00	5,725.84	5,383.80	0.00	0.00	143.15%
4000-00	Equipment - General Fund	20,000.00	23,040.76	5,420.29	0.00	0.00	115.20%
4000-07	Equipment - ELLI Grant	0.00	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	0.00	0.00	2,726.01	0.00	0.00	
4000-09	Equipment - Families for Literacy	0.00	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0.00	0.00	0.00	0.00	0.00	
	Total Equipment	20,000.00	23,040.76	8,146.30	0.00	0.00	115.20%
4200-00	Structures/Improvements	0.00	0.00	462.25	0.00	0.00	
	<b>TOTAL EQUIPMENT EXPENSE</b>	<b>20,000.00</b>	<b>23,040.76</b>	<b>8,608.55</b>	<b>0.00</b>	<b>0.00</b>	<b>115.20%</b>
5200	PROVISION FOR CONTINGENCIES	77,000.00	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	
	<b>TOTAL EXPENSES</b>	<b>1,557,822.00</b>	<b>1,154,596.29</b>	<b>917,330.88</b>	<b>152,052.80</b>	<b>71,624.44</b>	<b>74.12%</b>
	ELLI Grant Summary Object Code 07	0	1,094	3,786	0	719	2.40
	CLC Summary Object Code 08	16,300	10,363	20,713	1,927	1,591	
	FFL Grant Summary Object Code 09	3,150	6,166	1,230	213	62	
	<b>TOTAL LITERACY (Excluding Personnel)</b>	<b>19,450</b>	<b>17,623</b>	<b>25,729</b>	<b>2,141</b>	<b>2,371</b>	



04/19/04

**Placentia Library District**  
**Balance Sheet**  
 As of March 31, 2004

	<u>Mar 31, 04</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
County Exempt - Checking	4,953.38
County Exempt - Savings	5,276.88
General Fund - Checking	14,214.09
General Fund - Savings	3,406.35
Literacy Fund - Savings	7,136.68
Payroll Checking - Wells Fargo	15,770.40
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	<u>21,830.67</u>
<b>Total Payroll Checking (CDs)</b>	<u>43,661.34</u>
<b>Total Checking/Savings</b>	<u>94,419.12</u>
<b>Total Current Assets</b>	<u>94,419.12</u>
<b>TOTAL ASSETS</b>	<u><u>94,419.12</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Retained Earnings	35,656.65
Total Capital	69,741.09
Net Income	<u>-10,978.62</u>
<b>Total Equity</b>	<u>94,419.12</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>94,419.12</u></u>

Placentia Library District  
 Profit & Loss by Class  
 March 2004

04/19/04

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
<b>Income</b>					
COE Friends - Summer Reading	4,000.00	0.00	0.00	0.00	4,000.00
COE Interest	1.35	0.00	0.00	0.00	1.35
COE Life Insur Suplmt(EDM)	39.88	0.00	0.00	0.00	39.88
COE Meeting Room Income	320.00	0.00	0.00	0.00	320.00
COE Passport Chck Reimbursement	5,414.60	0.00	0.00	0.00	5,414.60
COE Test Proctoring Income	30.00	0.00	0.00	0.00	30.00
GF Bankcard Deposit	0.00	7,680.18	0.00	0.00	7,680.18
GF Cash Register - Copy/Debit	0.00	426.80	0.00	0.00	426.80
GF Cash Register - Fines	0.00	2,210.53	0.00	0.00	2,210.53
GF Cash Register - Lost Items	0.00	119.09	0.00	0.00	119.09
GF Cash Register - Misc.	0.00	4.00	0.00	0.00	4.00
GF Cash Register - Reserves	0.00	114.25	0.00	0.00	114.25
GF Fed Work Study Reimbursement	0.00	3,177.63	0.00	0.00	3,177.63
GF Interest	0.00	6.90	0.00	0.00	6.90
GF Non Government Grant	0.00	1,000.00	0.00	0.00	1,000.00
GF Passport Revenue	0.00	24,486.08	0.00	0.00	24,486.08
GF State Library Reimbursements	0.00	3,393.79	0.00	0.00	3,393.79
GF State of CA Foundation Funds	0.00	23,537.00	0.00	0.00	23,537.00
GF Transfers from County	0.00	417.83	0.00	0.00	417.83
LIT Book Sales	0.00	0.00	25.86	0.00	25.86
LIT Interest Inc - Savings	0.00	0.00	1.81	0.00	1.81
PA Wire Transfer from County	0.00	0.00	0.00	61,207.60	61,207.60
<b>Total Income</b>	<b>9,805.83</b>	<b>66,574.08</b>	<b>27.67</b>	<b>61,207.60</b>	<b>137,615.18</b>
<b>Expense</b>					
COE Bank fees	17.00	0.00	0.00	0.00	17.00
COE Friend's Director's Fund	180.00	0.00	0.00	0.00	180.00
COE Meeting Room Maintenance	311.04	0.00	0.00	0.00	311.04
COE Passport Expenses	5,503.25	0.00	0.00	0.00	5,503.25
GF Bank Return Check Item/Fees	0.00	4.00	0.00	0.00	4.00
GF Bankcard Service Charge	0.00	162.89	0.00	0.00	162.89
GF Food	0.00	141.72	0.00	0.00	141.72
GF Office Expense	0.00	-0.28	0.00	0.00	-0.28
GF Postage	0.00	8.46	0.00	0.00	8.46
GF Transfer to COE	0.00	2,457.30	0.00	0.00	2,457.30
GF Transfer to GF Savings	0.00	3,004.18	0.00	0.00	3,004.18
GF Transfers to County	0.00	60,835.30	0.00	0.00	60,835.30
GF Travel Staff	0.00	20.00	0.00	0.00	20.00
GF Travel Trustees	0.00	167.00	0.00	0.00	167.00
PA Empl 457 Plan Contribution	0.00	0.00	0.00	3,311.52	3,311.52
PA Employee 125 Co-Pay	0.00	0.00	0.00	655.14	655.14
PA Employee Life Insurance	0.00	0.00	0.00	39.88	39.88

**Placentia Library District  
Profit & Loss by Class  
March 2004**

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
PA Payroll Taxes	0.00	0.00	0.00	15,797.67	15,797.67
PA Salaries	0.00	0.00	0.00	41,192.48	41,192.48
<b>Total Expense</b>	<b>6,011.29</b>	<b>66,800.57</b>	<b>0.00</b>	<b>60,996.69</b>	<b>133,808.55</b>
<b>Net Income</b>	<b>3,794.54</b>	<b>-226.49</b>	<b>27.67</b>	<b>210.91</b>	<b>3,806.63</b>

Placentia Library District  
 Profit & Loss by Class  
 July 2003 through March 2004

04/19/04

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
COE Directors Fund (Friends)	1,000.00	0.00	0.00	0.00	1,000.00
COE Friends - Summer Reading	4,000.00	0.00	0.00	0.00	4,000.00
COE Friends Contributions	1,385.30	0.00	0.00	0.00	1,385.30
COE Interest	9.64	0.00	0.00	0.00	9.64
COE Life Insur Suplmt(EDM)	398.80	0.00	0.00	0.00	398.80
COE Meeting Room Income	4,200.00	0.00	0.00	0.00	4,200.00
COE Miscellaneous Income	0.10	0.00	0.00	0.00	0.10
COE Passport Chck Reimbursement	33,209.35	0.00	0.00	0.00	33,209.35
COE Staff Appreciation Reimb	368.45	0.00	0.00	0.00	368.45
COE Test Proctoring Income	420.00	0.00	0.00	0.00	420.00
GF Bankcard Deposit	0.00	38,861.01	0.00	0.00	38,861.01
GF Cash Register - Childrens	0.00	374.00	0.00	0.00	374.00
GF Cash Register - Copy/Debit	0.00	2,357.75	0.00	0.00	2,357.75
GF Cash Register - Fines	0.00	13,795.33	0.00	0.00	13,795.33
GF Cash Register - Lost Items	0.00	904.80	0.00	0.00	904.80
GF Cash Register - Misc.	0.00	147.23	0.00	0.00	147.23
GF Cash Register - Reserves	0.00	886.35	0.00	0.00	886.35
GF County Reimbursements	0.00	2,998.94	0.00	0.00	2,998.94
GF Fed Work Study Reimbursement	0.00	16,398.59	0.00	0.00	16,398.59
GF Interest	0.00	40.85	0.00	0.00	40.85
GF Miscellaneous Income	0.00	1,141.52	0.00	0.00	1,141.52
GF Non Government Grant	0.00	20,003.25	0.00	0.00	20,003.25
GF Office Expense Reimbursement	0.00	31.10	0.00	0.00	31.10
GF Passport Revenue	0.00	122,214.33	0.00	0.00	122,214.33
GF Return Check Fee	0.00	55.00	0.00	0.00	55.00
GF Rotary	0.00	10.36	0.00	0.00	10.36
GF Special Grants	0.00	1,500.00	0.00	0.00	1,500.00
GF State Library Grants	0.00	51,263.00	0.00	0.00	51,263.00
GF State Library Reimbursements	0.00	14,060.25	0.00	0.00	14,060.25
GF State of CA Foundation Funds	0.00	23,537.00	0.00	0.00	23,537.00
GF Transfer from Foundation AAB	0.00	869.35	0.00	0.00	869.35
GF Transfers from County	0.00	4,303.66	0.00	0.00	4,303.66
GF Typewriter Income	0.00	9.15	0.00	0.00	9.15
LIT Book Sales	0.00	0.00	1,241.28	0.00	1,241.28
LIT Interest Inc - Savings	0.00	0.00	14.86	0.00	14.86
PA Interest Inc - CD's	0.00	0.00	0.00	855.96	855.96
PA Wire Transfer from County	0.00	0.00	0.00	560,030.02	560,030.02
PA Wire Transfer from Paychex	0.00	0.00	0.00	87.33	87.33
Total Income	44,991.64	315,762.82	1,256.14	560,973.31	922,983.91

**Placentia Library District**  
**Profit & Loss by Class**  
 July 2003 through March 2004

04/19/04

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
<b>Expense</b>					
COE Bank fees	105.00	0.00	0.00	0.00	105.00
COE Child'n's Summer Rding Prgm	1,332.19	0.00	0.00	0.00	1,332.19
COE Children's Camp Library	462.10	0.00	0.00	0.00	462.10
COE Friend's Director's Fund	1,023.38	0.00	0.00	0.00	1,023.38
COE Library Board Expenses	63.70	0.00	0.00	0.00	63.70
COE Life Insurance payment	651.95	0.00	0.00	0.00	651.95
COE Meeting Room Maintenance	1,555.20	0.00	0.00	0.00	1,555.20
COE Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
COE Passport Expenses	33,683.00	0.00	0.00	0.00	33,683.00
COE Staff Appreciation	736.90	0.00	0.00	0.00	736.90
GF Advertising Expense	0.00	160.00	0.00	0.00	160.00
GF Bank Return Check Item/Fees	0.00	28.00	0.00	0.00	28.00
GF Bankcard Service Charge	0.00	1,368.86	0.00	0.00	1,368.86
GF Food	0.00	825.32	0.00	0.00	825.32
GF Insurance	0.00	-31.10	0.00	0.00	-31.10
GF Library Materials (books)	0.00	120.00	0.00	0.00	120.00
GF Literacy	0.00	2,655.64	0.00	0.00	2,655.64
GF Memberships	0.00	45.00	0.00	0.00	45.00
GF Miscellaneous	0.00	-53.98	0.00	0.00	-53.98
GF Office Expense	0.00	1,024.94	0.00	0.00	1,024.94
GF Postage	0.00	132.76	0.00	0.00	132.76
GF Prof & Spec Services	0.00	494.47	0.00	0.00	494.47
GF Transfer to COE	0.00	18,132.09	0.00	0.00	18,132.09
GF Transfer to Foundation	0.00	50.00	0.00	0.00	50.00
GF Transfer to GF Savings	0.00	14,649.78	0.00	0.00	14,649.78
GF Transfer to Literacy Savings	0.00	103.44	0.00	0.00	103.44
GF Transfers to County	0.00	271,977.22	0.00	0.00	271,977.22
GF Travel Staff	0.00	-1,070.76	0.00	0.00	-1,070.76
GF Travel Trustees	0.00	612.00	0.00	0.00	612.00
LIT Tutor Training Materials	0.00	0.00	2,155.00	0.00	2,155.00
PA Bank fees	0.00	0.00	0.00	70.00	70.00
PA Empl 457 Plan Contribution	0.00	0.00	0.00	28,526.14	28,526.14
PA Employee 125 Co-Pay	0.00	0.00	0.00	5,336.65	5,336.65
PA Employee Life Insurance	0.00	0.00	0.00	398.80	398.80
PA Payroll Taxes	0.00	0.00	0.00	153,067.34	153,067.34
PA Salaries	0.00	0.00	0.00	393,571.50	393,571.50
<b>Total Expense</b>	<b>39,613.42</b>	<b>311,223.68</b>	<b>2,155.00</b>	<b>580,970.43</b>	<b>933,962.53</b>
<b>Net Income</b>	<b>5,378.22</b>	<b>4,539.14</b>	<b>-898.86</b>	<b>-19,997.12</b>	<b>-10,978.62</b>

## Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 03/31/2004

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						3,428.78
<b>Cleared Transactions</b>						
<b>Checks and Payments - 76 Items</b>						
Check	12/30/2003	4779	Elizabeth D Minter	X	-11.10	-11.10
Check	2/17/2004	4850	Passport Services	X	-55.00	-66.10
Check	2/18/2004	4852	Passport Services	X	-55.00	-121.10
Check	2/18/2004	4851	Passport Services	X	-55.00	-176.10
Check	2/19/2004	4856	Passport Services	X	-55.00	-231.10
Check	2/19/2004	4855	Passport Services	X	-55.00	-286.10
Check	2/19/2004	4853	Passport Services	X	-55.00	-341.10
Check	2/19/2004	4854	Passport Services	X	-55.00	-396.10
Check	2/21/2004	4857	Passport Services	X	-55.00	-451.10
Check	2/21/2004	4858	Passport Services	X	-115.00	-566.10
Check	2/22/2004	4860	Passport Services	X	-55.00	-621.10
Check	2/22/2004	4859	Passport Services	X	-110.00	-731.10
Check	2/23/2004	4861	Passport Services	X	-115.00	-846.10
Check	2/24/2004	4863	Passport Services	X	-190.00	-1,036.10
Check	2/24/2004	4862	Passport Services	X	-55.00	-1,091.10
Check	2/25/2004	4865	Passport Services	X	-95.00	-1,186.10
Check	2/25/2004	4866	Passport Services	X	-230.00	-1,416.10
Check	2/25/2004	4869	Passport Services	X	-55.00	-1,471.10
Check	2/25/2004	4868	Passport Services	X	-55.00	-1,526.10
Check	2/25/2004	4864	Passport Services	X	-55.00	-1,581.10
Check	2/25/2004	4870	Passport Services	X	-55.00	-1,636.10
Check	2/25/2004	4871	Passport Services	X	-13.65	-1,649.75
Check	2/25/2004	4867	Passport Services	X	-315.00	-1,964.75
Check	2/28/2004	4872	Passport Services	X	-115.00	-2,079.75
Check	3/2/2004	4874	Passport Services	X	-110.00	-2,189.75
Check	3/2/2004	4873	Passport Services	X	-55.00	-2,244.75
Check	3/3/2004	4876	Passport Services	X	-95.00	-2,339.75
Check	3/3/2004	4875	Passport Services	X	-115.00	-2,454.75
Check	3/4/2004	4878	Passport Services	X	-55.00	-2,509.75
Check	3/4/2004	4877	Passport Services	X	-175.00	-2,684.75
Check	3/4/2004	4879	Passport Services	X	-115.00	-2,799.75
Check	3/6/2004	4882	Passport Services	X	-55.00	-2,854.75
Check	3/6/2004	4883	Passport Services	X	-40.00	-2,894.75
Check	3/6/2004	4881	Passport Services	X	-55.00	-2,949.75
Check	3/6/2004	4880	Passport Services	X	-55.00	-3,004.75
Check	3/6/2004	4884	Passport Services	X	-110.00	-3,114.75
Check	3/7/2004	4885	Passport Services	X	-55.00	-3,169.75
Check	3/7/2004	4886	Passport Services	X	-55.00	-3,224.75
Check	3/8/2004	4888	Passport Services	X	-55.00	-3,279.75
Check	3/8/2004	4887	Passport Services	X	-110.00	-3,389.75
Check	3/9/2004	4889	Passport Services	X	-55.00	-3,444.75
Check	3/10/2004	4890	Passport Services	X	-115.00	-3,559.75
Check	3/11/2004	4892	Passport Services	X	-55.00	-3,614.75
Check	3/14/2004	4895	Passport Services	X	-165.00	-3,779.75
Check	3/14/2004	4894	Passport Services	X	-120.00	-3,899.75
Check	3/14/2004	4893	Passport Services	X	-100.00	-3,999.75
Check	3/15/2004	4897	Passport Services	X	-55.00	-4,054.75
Check	3/15/2004	4896	Passport Services	X	-40.00	-4,094.75
Check	3/15/2004	4898	Passport Services	X	-55.00	-4,149.75
Check	3/15/2004	4900	Passport Services	X	-150.00	-4,299.75
Check	3/15/2004	4899	Passport Services	X	-55.00	-4,354.75
Check	3/16/2004	4902	Passport Services	X	-40.00	-4,394.75
Check	3/16/2004	4901	Passport Services	X	-55.00	-4,449.75
Check	3/17/2004	4905	Passport Services	X	-80.00	-4,529.75
Check	3/17/2004	4904	Passport Services	X	-128.65	-4,658.40
Check	3/18/2004	4909	Passport Services	X	-120.00	-4,778.40
Check	3/18/2004	4908	Passport Services	X	-110.00	-4,888.40
Check	3/18/2004	4910	Passport Services	X	-128.65	-5,017.05
Check	3/18/2004	4911	Passport Services	X	-68.65	-5,085.70
Check	3/18/2004	4913	Passport Services	X	-55.00	-5,140.70
Check	3/18/2004	4907	Passport Services	X	-55.00	-5,195.70
Check	3/20/2004	4914	Passport Services	X	-128.65	-5,324.35
Check	3/20/2004	4916	Passport Services	X	-110.00	-5,434.35
Check	3/20/2004	4915	Passport Services	X	-230.00	-5,664.35
Check	3/21/2004	4918	Passport Services	X	-55.00	-5,719.35

**Placentia Library District  
Reconciliation Detail  
County Exempt - Checking, Period Ending 03/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Check	3/21/2004	4917	Passport Services	X	-110.00	-5,829.35
Check	3/22/2004	4919	Passport Services	X	-128.65	-5,958.00
Check	3/23/2004	4922	Passport Services	X	-115.00	-6,073.00
Check	3/23/2004	4920	Passport Services	X	-55.00	-6,128.00
Check	3/23/2004	4921	Passport Services	X	-55.00	-6,183.00
Check	3/24/2004	4924	Passport Services	X	-55.00	-6,238.00
Check	3/24/2004	4925	Passport Services	X	-110.00	-6,348.00
Check	3/24/2004	4923	Passport Services	X	-115.00	-6,463.00
Check	3/25/2004	4929	Passport Services	X	-115.00	-6,578.00
Check	3/31/2004			X	-11.00	-6,589.00
Check	3/31/2004		Bank of the West	X	-6.00	-6,595.00
Total Checks and Payments					-6,595.00	-6,595.00
<b>Deposits and Credits - 25 Items</b>						
Deposit	3/3/2004			X	95.00	95.00
Deposit	3/4/2004			X	290.00	385.00
Deposit	3/8/2004			X	810.00	1,195.00
Deposit	3/8/2004			X	55.00	1,250.00
Deposit	3/8/2004			X	220.00	1,470.00
Deposit	3/8/2004			X	110.00	1,580.00
Deposit	3/9/2004			X	110.00	1,690.00
Deposit	3/10/2004			X	55.00	1,745.00
Check	3/11/2004	4891	PLUM	X	0.00	1,745.00
Deposit	3/11/2004			X	170.00	1,915.00
Deposit	3/15/2004			X	385.00	2,300.00
Deposit	3/16/2004			X	170.00	2,470.00
Deposit	3/17/2004			X	208.65	2,678.65
Deposit	3/18/2004			X	270.00	2,948.65
Deposit	3/22/2004			X	110.00	3,058.65
Deposit	3/22/2004			X	128.65	3,187.30
Deposit	3/22/2004			X	90.00	3,277.30
Deposit	3/22/2004			X	55.00	3,332.30
Deposit	3/23/2004			X	1,647.30	4,979.60
Deposit	3/24/2004			X	4,000.00	8,979.60
Deposit	3/25/2004			X	55.00	9,034.60
Deposit	3/29/2004			X	170.00	9,204.60
Deposit	3/29/2004			X	165.00	9,369.60
Deposit	3/29/2004			X	55.00	9,424.60
Deposit	3/31/2004			X	80.00	9,504.60
Total Deposits and Credits					9,504.60	9,504.60
Total Cleared Transactions					2,909.60	2,909.60
Cleared Balance					2,909.60	6,338.38
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 16 Items</b>						
Check	11/8/2003	4698	Passport Services		-110.00	-110.00
Check	3/18/2004	4906	PLUM		-270.00	-380.00
Check	3/18/2004	4969	Passport Services		-55.00	-435.00
Check	3/25/2004	4927	Passport Services		-55.00	-490.00
Check	3/25/2004	4930	Passport Services		-55.00	-545.00
Check	3/25/2004	4926	Passport Services		-55.00	-600.00
Check	3/25/2004	4928	Passport Services		-55.00	-655.00
Check	3/27/2004	4931	Passport Services		-55.00	-710.00
Check	3/28/2004	4935	Passport Services		-55.00	-765.00
Check	3/28/2004	4932	Passport Services		-55.00	-820.00
Check	3/28/2004	4933	Passport Services		-110.00	-930.00
Check	3/28/2004	4934	Passport Services		-110.00	-1,040.00
Check	3/29/2004	4936	Passport Services		-110.00	-1,150.00
Check	3/30/2004	4937	Passport Services		-40.00	-1,190.00

## Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 03/31/2004

Type	Date	Num	Name	Clr	Amount	Balance
Check	3/31/2004	4939	Passport Services		-80.00	-1,270.00
Check	3/31/2004	4938	Passport Services		-115.00	-1,385.00
Total Checks and Payments					-1,385.00	-1,385.00
Total Uncleared Transactions					-1,385.00	-1,385.00
Register Balance as of 03/31/2004					1,524.60	4,953.38
<b>New Transactions</b>						
<b>Checks and Payments - 29 items</b>						
Check	4/1/2004	4941	Passport Services		-115.00	-115.00
Check	4/1/2004	4940	Passport Services		-55.00	-170.00
Check	4/1/2004	4942	Passport Services		-55.00	-225.00
Check	4/3/2004	4943	Passport Services		-110.00	-335.00
Check	4/4/2004	4944	Passport Services		-95.00	-430.00
Check	4/5/2004	4946	Passport Services		-55.00	-485.00
Check	4/5/2004	4945	Passport Services		-55.00	-540.00
Check	4/5/2004	4947	Passport Services		-55.00	-595.00
Check	4/6/2004	4949	Passport Services		-55.00	-650.00
Check	4/6/2004	4948	Passport Services		-55.00	-705.00
Check	4/7/2004	4951	Passport Services		-55.00	-760.00
Check	4/7/2004	4950	US Postmaster Pla...		-57.50	-817.50
Check	4/8/2004	4958	Passport Services		-135.00	-952.50
Check	4/8/2004	4957	Passport Services		-230.00	-1,182.50
Check	4/8/2004	4955	Passport Services		-55.00	-1,237.50
Check	4/8/2004	4954	Passport Services		-55.00	-1,292.50
Check	4/8/2004	4953	Passport Services		-55.00	-1,347.50
Check	4/8/2004	4952	Passport Services		-55.00	-1,402.50
Check	4/8/2004	4956	Passport Services		-55.00	-1,457.50
Check	4/10/2004	4960	Passport Services		-40.00	-1,497.50
Check	4/10/2004	4959	Passport Services		-150.00	-1,647.50
Check	4/12/2004	4961	Passport Services		-110.00	-1,757.50
Check	4/12/2004	4963	Passport Services		-115.00	-1,872.50
Check	4/12/2004	4962	Passport Services		-55.00	-1,927.50
Check	4/13/2004	4964	Passport Services		-55.00	-1,982.50
Check	4/13/2004	4966	Passport Services		-100.00	-2,082.50
Check	4/13/2004	4967	Passport Services		-55.00	-2,137.50
Check	4/13/2004	4968	Passport Services		-115.00	-2,252.50
Check	4/13/2004	4965	Passport Services		-55.00	-2,307.50
Total Checks and Payments					-2,307.50	-2,307.50
<b>Deposits and Credits - 6 items</b>						
Deposit	4/7/2004				1,228.65	1,228.65
Deposit	4/7/2004				55.00	1,283.65
Deposit	4/12/2004				190.00	1,473.65
Deposit	4/13/2004				57.50	1,531.15
Deposit	4/13/2004				110.00	1,641.15
Deposit	4/14/2004				110.00	1,751.15
Total Deposits and Credits					1,751.15	1,751.15
Total New Transactions					-556.35	-556.35
<b>Ending Balance</b>					<b>968.25</b>	<b>4,397.03</b>

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**Placentia Library District  
Reconciliation Detail**  
County Exempt - Savings, Period Ending 03/31/2004

Agenda Item 15  
County Exempt Savings  
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Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						5,196.69
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	3/3/2004	1518	Greg's Carpet & Up...	X	-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Deposits and Credits - 12 Items</b>						
Deposit	3/1/2004			X	30.00	30.00
Deposit	3/4/2004			X	30.00	60.00
Deposit	3/4/2004			X	70.00	130.00
Deposit	3/10/2004			X	35.00	165.00
Deposit	3/10/2004			X	19.94	184.94
Deposit	3/11/2004			X	30.00	214.94
Deposit	3/15/2004			X	30.00	244.94
Deposit	3/16/2004			X	65.00	309.94
Deposit	3/18/2004			X	30.00	339.94
Deposit	3/24/2004			X	19.94	359.88
Deposit	3/25/2004			X	30.00	389.88
Deposit	3/31/2004			X	1.35	391.23
<b>Total Deposits and Credits</b>					391.23	391.23
<b>Total Cleared Transactions</b>					235.71	235.71
<b>Cleared Balance</b>					235.71	5,432.40
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	3/30/2004	1519	Greg's Carpet & Up...		-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Total Uncleared Transactions</b>					-155.52	-155.52
<b>Register Balance as of 03/31/2004</b>					80.19	5,276.88
<b>New Transactions</b>						
<b>Deposits and Credits - 4 Items</b>						
Deposit	4/1/2004				30.00	30.00
Deposit	4/7/2004				54.94	84.94
Deposit	4/7/2004				30.00	114.94
Deposit	4/8/2004				30.00	144.94
<b>Total Deposits and Credits</b>					144.94	144.94
<b>Total New Transactions</b>					144.94	144.94
<b>Ending Balance</b>					<u>225.13</u>	<u>5,421.82</u>

*EWK*  
*4/14/04*

## Placentia Library District Reconciliation Detail

General Fund - Checking, Period Ending 03/31/2004

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						12,452.13
<b>Cleared Transactions</b>						
<b>Checks and Payments - 16 Items</b>						
Check	2/19/2004	4817	County of Orange	X	-120.00	-120.00
Check	2/26/2004	4822	CM School Supply	X	-74.29	-194.29
Check	2/29/2004	4823	Jim Roberts	X	-53.99	-248.28
Check	3/1/2004		Bank of the West	X	-152.55	-400.83
Check	3/2/2004	4825	Mary Strazdas	X	-8.46	-409.29
Check	3/2/2004	4824	Marie Schmidt	X	-5.92	-415.21
Check	3/2/2004		Bank of the West	X	-5.84	-421.05
Check	3/3/2004	4826	Placentia Library Di...	X	-810.00	-1,231.05
Check	3/3/2004	4827	Placentia Library G...	X	-3,004.18	-4,235.23
Check	3/9/2004	4828	Placentia Glass & S...	X	-18.62	-4,253.85
Check	3/17/2004	4830	Sam's Club	X	-69.93	-4,323.78
Check	3/17/2004	4829	Placentia Chamber ...	X	-25.00	-4,348.78
Check	3/22/2004		Bank of the West	X	-4.50	-4,353.28
Check	3/22/2004	4832	Placentia Library Di...	X	-1,647.30	-6,000.58
Check	3/23/2004	4833	Fry's Electronics	X	-37.68	-6,038.26
Check	3/24/2004	4834	Placentia Chamber ...	X	-30.00	-6,068.26
<b>Total Checks and Payments</b>					-6,068.26	-6,068.26
<b>Deposits and Credits - 40 Items</b>						
Deposit	3/1/2004			X	177.00	177.00
Deposit	3/1/2004			X	587.76	764.76
Deposit	3/1/2004			X	29.14	793.90
Deposit	3/1/2004			X	123.00	916.90
Deposit	3/2/2004			X	147.00	1,063.90
Deposit	3/3/2004			X	321.60	1,385.50
Deposit	3/4/2004			X	196.00	1,581.50
Deposit	3/4/2004			X	204.01	1,785.51
Deposit	3/5/2004			X	2.00	1,787.51
Deposit	3/8/2004			X	214.60	2,002.11
Deposit	3/8/2004			X	189.00	2,191.11
Deposit	3/9/2004			X	417.83	2,608.94
Deposit	3/9/2004			X	129.00	2,737.94
Deposit	3/10/2004			X	97.20	2,835.14
Deposit	3/11/2004			X	17.70	2,852.84
Deposit	3/12/2004			X	35.80	2,888.64
Deposit	3/15/2004			X	30.00	2,918.64
Deposit	3/15/2004			X	180.00	3,098.64
Deposit	3/15/2004			X	29.14	3,127.78
Deposit	3/16/2004			X	755.00	3,882.78
Deposit	3/17/2004			X	120.00	4,002.78
Deposit	3/18/2004			X	389.00	4,391.78
Deposit	3/18/2004			X	99.09	4,490.87
Deposit	3/19/2004			X	29.14	4,520.01
Deposit	3/19/2004			X	230.50	4,750.51
Deposit	3/22/2004			X	174.30	4,924.81
Deposit	3/22/2004			X	283.68	5,208.49
Deposit	3/22/2004			X	120.00	5,328.49
Deposit	3/23/2004			X	322.00	5,650.49
Deposit	3/23/2004			X	534.50	6,184.99
Deposit	3/25/2004			X	210.00	6,394.99
Deposit	3/25/2004			X	237.00	6,631.99
Deposit	3/25/2004			X	90.00	6,721.99
Deposit	3/26/2004			X	152.00	6,873.99
Deposit	3/29/2004			X	87.00	6,960.99
Deposit	3/29/2004			X	84.52	7,045.51
Deposit	3/30/2004			X	387.50	7,433.01
Deposit	3/30/2004			X	262.00	7,695.01

**Placentia Library District  
Reconciliation Detail  
General Fund - Checking, Period Ending 03/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	3/30/2004			X	87.00	7,782.01
Deposit	3/31/2004			X	316.00	8,098.01
Total Deposits and Credits					8,098.01	8,098.01
Total Cleared Transactions					2,029.75	2,029.75
Cleared Balance					2,029.75	14,481.88
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 4 Items</b>						
Check	10/28/2003	4769	Debra Haag		-64.00	-64.00
Check	3/18/2004	4831	PLUM		-120.00	-184.00
Check	3/30/2004	4835	ISDOC		-12.00	-196.00
Check	3/31/2004	4836	Sam's Club		-71.79	-267.79
Total Checks and Payments					-267.79	-267.79
Total Uncleared Transactions					-267.79	-267.79
Register Balance as of 03/31/2004					1,761.96	14,214.09
<b>New Transactions</b>						
<b>Checks and Payments - 6 Items</b>						
Check	4/6/2004	4839	Placentia Library G...		-3,716.26	-3,716.26
Check	4/6/2004	4837	Placentia Library Di...		-1,228.65	-4,944.91
Check	4/6/2004	4838	Placentia Library Di...		-35.00	-4,979.91
Check	4/8/2004	4842	Cornell University LI...		-15.00	-4,994.91
Check	4/8/2004	4841	Photography by Joh...		-53.88	-5,048.79
Check	4/13/2004	4843	ABWA		-50.00	-5,098.79
Total Checks and Payments					-5,098.79	-5,098.79
<b>Deposits and Credits - 2 Items</b>						
Deposit	4/1/2004				387.59	387.59
Check	4/8/2004	4840	Sam's Club			387.59
Total Deposits and Credits					387.59	387.59
Total New Transactions					-4,711.20	-4,711.20
<b>Ending Balance</b>					<b>-2,949.24</b>	<b>9,502.89</b>

*Edmund K  
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**Placentia Library District  
Reconciliation Detail  
General Fund - Savings, Period Ending 03/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						5,707.08
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 Items</b>						
Check	3/4/2004	1228	Orange County Aud...	X	-31,258.13	-31,258.13
Check	3/15/2004	1229	Orange County Aud...	X	-15,449.31	-46,707.44
Check	3/16/2004	1230	Cristina David	X	-30.00	-46,737.44
Check	3/26/2004		Bank of the West	X	-120.00	-46,857.44
Check	3/26/2004		Bank of the West	X	-4.00	-46,861.44
<b>Total Checks and Payments</b>					<b>-46,861.44</b>	<b>-46,861.44</b>
<b>Deposits and Credits - 47 Items</b>						
Deposit	3/1/2004			X	414.37	414.37
Deposit	3/1/2004			X	1,036.55	1,450.92
Deposit	3/1/2004			X	660.00	2,110.92
Deposit	3/1/2004			X	630.00	2,740.92
Deposit	3/2/2004			X	23,537.00	26,277.92
Deposit	3/2/2004			X	626.80	26,904.72
Deposit	3/3/2004			X	501.75	27,406.47
Deposit	3/4/2004			X	648.50	28,054.97
Deposit	3/8/2004			X	3,004.18	31,059.15
Deposit	3/8/2004			X	277.95	31,337.10
Deposit	3/8/2004			X	330.00	31,667.10
Deposit	3/8/2004			X	1,098.50	32,765.60
Deposit	3/8/2004			X	816.00	33,581.60
Deposit	3/9/2004			X	3,393.79	36,975.39
Deposit	3/9/2004			X	958.80	37,934.19
Deposit	3/10/2004			X	1,596.98	39,531.17
Deposit	3/10/2004			X	613.75	40,144.92
Deposit	3/11/2004			X	1,000.00	41,144.92
Deposit	3/11/2004			X	1,120.30	42,265.22
Deposit	3/15/2004			X	850.04	43,115.26
Deposit	3/15/2004			X	780.00	43,895.26
Deposit	3/15/2004			X	455.14	44,350.40
Deposit	3/15/2004			X	120.00	44,470.40
Deposit	3/16/2004			X	738.80	45,209.20
Deposit	3/17/2004			X	1,006.00	46,215.20
Deposit	3/17/2004			X	120.00	46,335.20
Deposit	3/18/2004			X	1,580.65	47,915.85
Deposit	3/18/2004			X	547.74	48,463.59
Deposit	3/22/2004			X	662.00	49,125.59
Deposit	3/22/2004			X	552.88	49,678.47
Deposit	3/22/2004			X	723.15	50,401.62
Deposit	3/22/2004			X	420.00	50,821.62
Deposit	3/22/2004			X	540.00	51,361.62
Deposit	3/23/2004			X	545.57	51,907.19
Deposit	3/24/2004			X	668.89	52,576.08
Deposit	3/25/2004			X	736.20	53,312.28
Deposit	3/25/2004			X	150.00	53,462.28
Deposit	3/29/2004			X	842.00	54,304.28
Deposit	3/29/2004			X	451.19	54,755.47
Deposit	3/29/2004			X	450.00	55,205.47
Deposit	3/29/2004			X	856.80	56,062.27
Deposit	3/29/2004			X	420.00	56,482.27
Deposit	3/30/2004			X	480.00	56,962.27
Deposit	3/30/2004			X	757.45	57,719.72
Deposit	3/30/2004			X	62.50	57,782.22
Deposit	3/31/2004			X	899.45	58,681.67
Deposit	3/31/2004			X	6.90	58,688.57
<b>Total Deposits and Credits</b>					<b>58,688.57</b>	<b>58,688.57</b>
<b>Total Cleared Transactions</b>					<b>11,827.13</b>	<b>11,827.13</b>
<b>Cleared Balance</b>					<b>11,827.13</b>	<b>17,534.21</b>

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**Placentia Library District  
Reconciliation Detail  
General Fund - Savings, Period Ending 03/31/2004**

Agenda Item 15  
General Fund Savings  
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Type	Date	Num	Name	Cir	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	3/30/2004	1231	Orange County Aud...		-14,127.86	-14,127.86
Total Checks and Payments					-14,127.86	-14,127.86
Total Uncleared Transactions					-14,127.86	-14,127.86
Register Balance as of 03/31/2004					-2,300.73	3,406.35
<b>New Transactions</b>						
<b>Deposits and Credits - 20 Items</b>						
Deposit	4/1/2004				701.71	701.71
Deposit	4/5/2004				50.00	751.71
Deposit	4/5/2004				416.29	1,168.00
Deposit	4/5/2004				660.00	1,828.00
Deposit	4/5/2004				390.00	2,218.00
Deposit	4/5/2004				968.10	3,186.10
Deposit	4/6/2004				180.00	3,366.10
Deposit	4/6/2004				809.75	4,175.85
Deposit	4/6/2004				98.75	4,274.60
Deposit	4/7/2004				756.00	5,030.60
Deposit	4/7/2004				3,716.26	8,746.86
Deposit	4/8/2004				577.25	9,324.11
Deposit	4/8/2004				330.00	9,654.11
Deposit	4/12/2004				90.55	9,744.66
Deposit	4/12/2004				511.00	10,255.66
Deposit	4/12/2004				690.00	10,945.66
Deposit	4/13/2004				2,176.35	13,122.01
Deposit	4/13/2004				978.60	14,100.61
Deposit	4/14/2004				240.00	14,340.61
Deposit	4/14/2004				774.55	15,115.16
Total Deposits and Credits					15,115.16	15,115.16
Total New Transactions					15,115.16	15,115.16
<b>Ending Balance</b>					<b>12,814.43</b>	<b>18,521.51</b>

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**Placentia Library District  
Reconciliation Detail  
Literacy Fund - Savings, Period Ending 03/31/2004**

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Literacy Fund Savings  
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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
<b>Beginning Balance</b>						7,109.01
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 3 Items</b>						
Deposit	3/22/2004			X	12.93	12.93
Deposit	3/31/2004			X	12.93	25.86
Deposit	3/31/2004			X	1.81	27.67
Total Deposits and Credits					<u>27.67</u>	<u>27.67</u>
Total Cleared Transactions					<u>27.67</u>	<u>27.67</u>
Cleared Balance					<u>27.67</u>	<u>7,136.68</u>
Register Balance as of 03/31/2004					27.67	7,136.68
<b>New Transactions</b>						
<b>Deposits and Credits - 2 Items</b>						
Deposit	4/5/2004				646.50	646.50
Deposit	4/6/2004				100.00	746.50
Total Deposits and Credits					<u>746.50</u>	<u>746.50</u>
Total New Transactions					<u>746.50</u>	<u>746.50</u>
<b>Ending Balance</b>					<u><u>774.17</u></u>	<u><u>7,883.18</u></u>

*2004  
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**Placentia Library District  
Reconciliation Detail  
Payroll Checking - Wells Fargo, Period Ending 03/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						18,993.67
<b>Cleared Transactions</b>						
<b>Checks and Payments - 34 Items</b>						
Check	2/11/2004	3924	Denetra Gipson	X	-60.44	-60.44
Check	2/11/2004	3923	Hubert Chim	X	-652.78	-713.22
Check	2/25/2004	3954	Hilda Rivera	X	-284.88	-998.10
Check	2/25/2004	3935	Esther P. Guzman	X	-272.85	-1,270.95
Check	2/25/2004	3953	Angelica Alatorre	X	-145.06	-1,416.01
Check	2/25/2004	3932	Dorothy J. Cummings	X	-54.59	-1,470.60
Check	2/25/2004	3957	Nationwide Retirem...	X	-1,655.76	-3,126.36
Check	2/25/2004	3943	Beatrice V. Quintanar	X	-307.82	-3,434.18
Check	3/9/2004		Paychex	X	-17,040.52	-20,474.70
Check	3/10/2004	3994	Nationwide Retirem...	X	-1,655.76	-22,130.46
Check	3/10/2004	3988	Lorraine Gunderson	X	-288.25	-22,418.71
Check	3/10/2004	3989	Shantay Iosia	X	-345.46	-22,764.17
Check	3/10/2004	3990	Melissa Porter	X	-335.88	-23,100.05
Check	3/10/2004	3991	Hilda Rivera	X	-311.59	-23,411.64
Check	3/10/2004	3992	Orange County Aud...	X	-327.57	-23,739.21
Check	3/10/2004	3993	Placentia Library Di...	X	-19.94	-23,759.15
Check	3/10/2004	3985	Angelica Alatorre	X	-217.59	-23,976.74
Check	3/10/2004	3975	Joshua Robbins	X	-172.41	-24,149.15
Check	3/10/2004	3974	Pamela Radeka	X	-151.11	-24,300.26
Check	3/10/2004	3973	Beatrice V. Quintanar	X	-307.82	-24,608.08
Check	3/10/2004	3964	Alexander Hernandez	X	-121.56	-24,729.64
Check	3/10/2004	3963	Joyce G. Hampton	X	-331.10	-25,060.74
Check	3/10/2004	3962	Esther P. Guzman	X	-272.85	-25,333.59
Check	3/10/2004		Paychex	X	-8,008.01	-33,341.60
Check	3/10/2004	3958	Gary Bell	X	-222.62	-33,564.22
Check	3/10/2004	3978	Soham Shah	X	-118.44	-33,682.66
Check	3/10/2004	3959	Dorothy J. Cummings	X	-227.80	-33,910.46
Check	3/23/2004		Paychex	X	-16,891.50	-50,801.96
Check	3/24/2004	4000	Joyce G. Hampton	X	-331.10	-51,133.06
Check	3/24/2004		Paychex	X	-7,789.66	-58,922.72
Check	3/24/2004	4026	Melissa Porter	X	-211.56	-59,134.28
Check	3/24/2004	4027	Hilda Rivera	X	-401.07	-59,535.35
Check	3/24/2004	4028	Orange County Aud...	X	-327.57	-59,862.92
Check	3/24/2004	4029	Placentia Library Di...	X	-19.94	-59,882.86
<b>Total Checks and Payments</b>					<b>-59,882.86</b>	<b>-59,882.86</b>
<b>Deposits and Credits - 2 Items</b>						
Deposit	3/4/2004			X	30,603.80	30,603.80
Deposit	3/18/2004			X	30,603.80	61,207.60
<b>Total Deposits and Credits</b>					<b>61,207.60</b>	<b>61,207.60</b>
<b>Total Cleared Transactions</b>					<b>1,324.74</b>	<b>1,324.74</b>
<b>Cleared Balance</b>					<b>1,324.74</b>	<b>20,318.41</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 16 Items</b>						
Check	3/10/2004	3986	Hubert Chim		-459.37	-459.37
Check	3/10/2004	3987	Denetra Gipson		-60.44	-519.81
Check	3/24/2004	4030	Nationwide Retirem...		-1,655.76	-2,175.57
Check	3/24/2004	4025	Shantay Iosia		-345.46	-2,521.03
Check	3/24/2004	4024	Lorraine Gunderson		-293.56	-2,814.59
Check	3/24/2004	4023	Denetra Gipson		-96.71	-2,911.30
Check	3/24/2004	4022	Hubert Chim		-290.12	-3,201.42
Check	3/24/2004	4021	Angelica Alatorre		-217.59	-3,419.01
Check	3/24/2004	4014	Soham Shah		-116.87	-3,535.88
Check	3/24/2004	4011	Joshua Robbins		-172.41	-3,708.29
Check	3/24/2004	4010	Beatrice V. Quintanar		-217.82	-3,926.11
Check	3/24/2004	4001	Alexander Hernandez		-124.67	-4,050.78
Check	3/24/2004	3996	Trang Goebel		-30.89	-4,081.67
Check	3/24/2004	3995	Dorothy J. Cummings		-143.62	-4,225.29

10:13 AM  
04/14/04

**Placentia Library District  
Reconciliation Detail  
Payroll Checking - Wells Fargo, Period Ending 03/31/2004**

Agenda Item 15  
Payroll Fund Checking-WF  
Page 16 of 16

Type	Date	Num	Name	Clr	Amount	Balance
Check	3/24/2004	3999	Esther P. Guzman		-272.85	-4,498.14
Check	3/28/2004	2028	Soham Shah		-49.87	-4,548.01
Total Checks and Payments					-4,548.01	-4,548.01
Total Uncleared Transactions					-4,548.01	-4,548.01
Register Balance as of 03/31/2004					-3,223.27	15,770.40
<b>New Transactions</b>						
<b>Checks and Payments - 18 Items</b>						
Check	4/6/2004		Paychex		-16,697.10	-16,697.10
Check	4/7/2004	4034	Esther P. Guzman		-272.85	-16,969.95
Check	4/7/2004	4035	Joyce G. Hampton		-331.10	-17,301.05
Check	4/7/2004	4036	Alexander Hernandez		-124.67	-17,425.72
Check	4/7/2004	4044	Beatrice V. Quintanar		-312.82	-17,738.54
Check	4/7/2004	4045	Joshua Robbins		-151.00	-17,889.54
Check	4/7/2004	4055	Hubert Chim		-314.31	-18,203.85
Check	4/7/2004	4056	Denetra Gipson		-101.58	-18,305.43
Check	4/7/2004	4057	Lorraine Gunderson		-323.60	-18,629.03
Check	4/7/2004	4058	Shantay Iosia		-361.37	-18,990.40
Check	4/7/2004	4059	Melissa Porter		-114.29	-19,104.69
Check	4/7/2004	4060	Hilda Rivera		-384.36	-19,489.05
Check	4/7/2004	4061	Orange County Aud...		-327.57	-19,816.62
Check	4/7/2004	4062	Placentia Library Di...		-19.94	-19,836.56
Check	4/7/2004	4063	Natlionwide Retirem...		-1,655.76	-21,492.32
Check	4/7/2004	4031	Dorothy J. Cummings		-155.66	-21,647.98
Check	4/7/2004	2029	Paychex		-7,746.45	-29,394.43
Check	4/7/2004	4054	Angelica Alatorre		-217.59	-29,612.02
Total Checks and Payments					-29,612.02	-29,612.02
<b>Deposits and Credits - 1 Item</b>						
Deposit	4/1/2004				30,603.80	30,603.80
Total Deposits and Credits					30,603.80	30,603.80
Total New Transactions					991.78	991.78
<b>Ending Balance</b>					<b>-2,231.49</b>	<b>16,762.18</b>

*Sumit  
4/14/04*



ACQUISITIONS REPORT FOR THE MONTH OF MARCH 2004  
Prepared by: Julie Shook, Technical Services Manager

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	2,142.50	126	0.00	0	2,142.50	126	146.90	8	2,289.40	134
Adult Circulating Non-Fiction	5,257.19	240	0.00	0	5,257.19	240	354.75	13	5,611.94	253
Adult Reference	2,782.56	32	0.00	0	2,782.56	32	478.40	6	3,260.96	38
Adult Print Continuities	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuities	9,290.00	6	0.00	0	9,290.00	6	0.00	0	9,290.00	6
Total Adult Non-Fiction	17,529.55	278	0.00	0	17,529.55	278	833.15	19	18,362.70	297
TOTAL ADULT PRINT MATERIALS	19,472.05	404	0.00	0	19,472.05	404	980.05	27	20,452.10	431
Adult Audio/Music	1,724.40	16	0.00	0	1,724.40	16	485.00	31	2,209.40	47
Adult Audio Books	1,502.36	28	0.00	0	1,502.36	28	64.00	1	1,566.36	29
Total Adult Audio	1,674.76	44	0.00	0	1,674.76	44	549.00	32	2,223.76	74
Adult Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	45.00	2	45.00	2
Total Adult Video	0.00	0	0.00	0	0.00	0	45.00	2	45.00	2
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	1,674.76	44	0.00	0	1,674.76	44	594.00	34	2,268.76	78
TOTAL ADULT MATERIALS	21,146.81	448	0.00	0	21,146.81	448	1,574.05	61	22,720.86	509
Juvenile Fiction	248.70	12	0.00	0	248.70	12	0.00	0	248.70	12
Juvenile Circulating Non-Fiction	82.59	3	0.00	0	82.59	3	0.00	0	82.59	3
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuities	190.66	2	0.00	0	190.66	2	0.00	0	190.66	2
Juvenile Electronic Continuities	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	273.25	5	0.00	0	273.25	5	0.00	0	273.25	5
TOTAL JUVENILE PRINT MATERIALS	521.95	17	0.00	0	521.95	17	0.00	0	521.95	17
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	96.98	3	0.00	0	96.98	3	0.00	0	96.98	3
Total Juvenile Audio	96.98	3	0.00	0	96.98	3	0.00	0	96.98	3
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	96.98	3	0.00	0	96.98	3	0.00	0	96.98	3
TOTAL JUVENILE MATERIALS	618.93	20	0.00	0	618.93	20	0.00	0	618.93	20
Total Fiction	2,391.20	138	0.00	0	2,391.20	138	146.90	8	2,538.10	146
Total Non-Fiction	17,602.89	283	0.00	0	17,602.89	283	833.15	19	18,435.95	302
Total Audio	1,771.74	47	0.00	0	1,771.74	47	549.00	32	2,320.74	79
Total Video	0.00	0	0.00	0	0.00	0	45.00	2	45.00	2
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	21,765.74	468	0.00	0	21,765.74	468	1,574.05	61	23,339.79	529

OUTSTANDING ORDERS AS OF MARCH 31, 2004

General Fund Amount	Adopt-A-Book Amount	TOTAL Amount
\$16,339.96	\$3,377.75	\$19,717.69

ACQUISITIONS REPORT FOR FISCAL YEAR 2003-2004 THROUGH THE MONTH OF MARCH 2004  
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	7,236.69	452	424	5,165.70	342	310	12,402.39	794	734	1,638.23	80	79	14,040.62	874	813
Adult Circulating Non-Fiction	11,054.04	535	516	7,102.89	326	314	18,156.93	861	830	5,851.40	242	236	24,008.33	1,103	1,066
Adult Reference	12,576.76	79	56	2,267.05	33	29	14,843.81	112	85	1,740.90	40	36	16,584.71	152	121
Adult Print Communications	308.59	10	10	0.00	0	0	308.59	10	10	0.00	0	0	308.59	10	10
Adult Electronic Communications	30,284.69	17	17	0.00	0	0	30,284.69	17	17	0.00	0	0	30,284.69	17	17
Total Adult Non-Fiction	54,224.08	641	599	9,369.94	359	343	63,594.02	1,000	942	7,592.30	282	272	71,186.32	1,282	1,214
TOTAL ADULT PRINT MATERIALS	61,460.77	1,093	1,093	14,535.64	701	653	75,996.41	1,794	1,676	9,230.53	362	351	85,226.94	2,156	2,027
Adult Audio/Music	172.40	16	16	0.00	0	0	172.40	16	16	2,170.00	142	133	2,342.40	158	149
Adult Audio Books	6,523.94	110	106	2,733.72	49	42	9,257.66	159	148	601.00	19	19	9,858.66	178	167
Total Adult Audio	6,696.34	126	122	2,733.72	49	42	9,430.06	175	164	2,771.00	161	152	12,201.06	336	316
Adult Video Educational	2,257.31	57	35	1,692.16	118	65	3,949.47	175	100	245.00	15	14	4,194.47	190	114
Adult Video Entertainment	0.00	0	0	553.90	39	23	553.90	39	23	824.00	44	44	1,377.90	83	67
Total Adult Video	2,257.31	57	35	2,246.06	157	88	4,503.37	214	123	1,069.00	59	58	5,572.37	273	181
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	8,953.65	183	157	4,979.78	206	130	13,933.43	389	287	3,840.00	220	210	17,773.43	609	497
TOTAL ADULT MATERIALS	70,414.42	1,276	1,250	19,515.42	907	783	89,529.84	2,183	1,963	13,070.53	582	561	103,000.37	2,765	2,524
Juvenile Fiction	2,153.78	139	128	299.37	18	18	2,453.15	157	146	618.52	62	61	3,071.47	219	207
Juvenile Circulating Non-Fiction	14,925.96	624	620	338.43	20	20	15,264.39	644	640	401.26	33	27	15,665.65	677	667
Juvenile Reference	431.27	11	11	239.16	4	4	670.43	15	15	0.00	0	0	670.43	15	15
Juvenile Print Communications	615.32	5	4	285.87	2	2	901.19	7	6	0.00	0	0	901.19	7	6
Juvenile Electronic Communications	399.00	1	1	0.00	0	0	399.00	1	1	0.00	0	0	399.00	1	1
Total Juvenile Non-Fiction	16,371.55	641	636	863.46	26	26	17,235.01	667	662	401.26	33	27	17,636.27	700	689
TOTAL JUVENILE PRINT MATERIALS	18,525.33	780	764	1,162.83	44	44	19,688.16	824	808	1,019.58	95	88	20,707.74	919	896
Juvenile Audio/Music	0.00	0	0	15.00	1	1	15.00	1	1	0.00	0	0	15.00	1	1
Juvenile Audio Books	2,209.80	56	56	1,417.57	36	33	3,627.37	92	89	0.00	0	0	3,627.37	92	89
Total Juvenile Audio	2,209.80	56	56	1,432.57	37	34	3,642.37	93	90	0.00	0	0	3,642.37	93	90
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	577.00	42	41	577.00	42	41
Juvenile Video Entertainment	0.00	0	0	39.33	1	1	39.33	1	1	712.00	54	53	751.33	55	54
Total Juvenile Video	0.00	0	0	39.33	1	1	39.33	1	1	1,289.00	96	94	1,328.33	97	95
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	2,209.80	56	56	1,471.90	38	35	3,581.70	94	91	1,289.00	96	94	4,970.70	190	185
TOTAL JUVENILE MATERIALS	20,735.13	836	820	2,634.73	82	79	23,369.86	918	899	2,308.58	191	182	25,678.44	1,109	1,081
Total Fiction	9,390.47	591	552	5,465.07	360	328	14,855.54	951	880	2,256.55	142	140	17,112.09	1,093	1,020
Total Non-Fiction	70,595.63	1,282	1,235	10,233.40	385	369	80,829.03	1,667	1,604	7,993.56	315	299	88,822.59	1,982	1,903
Total Audio	8,906.14	182	178	4,166.29	86	76	13,072.43	268	254	2,771.00	161	152	15,843.43	429	406
Total Video	2,257.31	57	35	2,285.39	158	80	4,542.70	215	124	2,358.00	155	152	6,900.70	370	276
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	91,149.55	2,112	2,000	22,150.15	989	862	112,299.70	3,101	2,862	15,379.11	773	745	128,678.81	3,874	3,605

Summary of Current Status of Unique Management Accounts  
April 1, 2004

FY 03-04	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	521	6	903.37	0
August	10	531	4	585.44	0
September	10	535	3	815.23	0
October	18	548	6	952.92	0
November	15	554	3	475.41	0
December	21	568	3	1004.41	0
January	12	582	7	973.55	0
February	22	595	9	806.35	0
March	12	609	6	936.35	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0.00	0
<b>TOTAL YTD</b>	<b>136</b>	<b>0</b>	<b>47</b>	<b>7453.03</b>	<b>0</b>

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 04/01/2004 11:54 PM TC

SUMMARY STATUS REPORT

PAGE: 129

MS JULIE SHOOK  
PLACENTIA LIBRARY DISTRICT  
411 EAST CHAPMAN AVENUE  
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT

DATES LISTED: 01/01/1900 TO 03/31/2004

Accounts Submitted	: 951	Dollars Submitted	: 87,161.91	Dollars Received	: 30,178.44
Bankruptcies	: 4	Dollars in Bankruptcy	: 389.55	Material Returned	: 12,853.95
Incorrect Addresses	: 114	Dollars in Skips	: 6,949.15	Dollars Waived	: 2,514.88
Disputes/Suspends	: 1	Dollars in Dispute	: 0.00	Total Activated	: 58,686.32
Accounts in Process	: 832	Dollars in Process	: 77,481.16	% of Dollars Activated	: 75.74%
# of Accounts Activated	: 609				
% of Accounts Activated	: 73.20%				



TO: Board of Trustees  
FROM: Elizabeth Minter, Library Director *EM*  
DATE: April 26, 2004  
SUBJECT: GIFT REPORT

The following gifts were received from March 1, 2004 through March 31, 2004.

**ADOPT A BOOK DONATIONS**

Eleanor Fumanti	Fay Hastings
Jane Murray	Shirley Fishel
Carole Sypherd	Emily Palacios
Pat & Barbara McHugh	Janice Hendusni
Jim & Peggy Dinsmore	Boeing
Marie Tourne	Deborah Nichols
James & Virginia Walker	Peggy Vincent
Peggy Hammer	Yesenia Gomez
Julie Shook	RC & Patricia Shook
Patricia Cutting	Judith Porter
Lillian Gaitan	Teri Niebuhr
Patricia Morrison	Judy Braden-Patko
Susan Brown	Christine Ruppel
Katherine Cruz	Debi Walker
Priscilla Kastner	Carolyn Holmes
Marcia Pavone	Barbara Young
Jeanette Schwartzkopf	Barbara Hatch
Ted Farkas	Mercedes Johnson
Marvin & Mary Reid	Sally Young
Donna Melone	Elizabeth Mead
Joan Cashia	Pamela Walrod
Barbara Hemmerling	Kathyanne Gallagher
Walter Plegel	Eleanor Barbour
Margaret Horrocks	Lois Geeter
Jacqueline Campbell	Marion Hetherington
Clairee Tynes	Yvonne McHugh
Janet Kirwin	Janice Henderson
Renee Scott	Diane Cooper
Lillian Bart	Josephine Anderson
Juanita Godwin	Lynda Baker
Carol Downey	Marita Tooley

William & Jill Dale	Nadine Laborde
Dianne Jackson	Toby Silberfarb
Dorothy Cummings	Carol Bravo
Carol Holland	Connie Underhill
Jane Overall	Margarete Barnes
Mafla	Hugh & Gae Wood
Barry Brown	Mary Ziegler
Deborah Hancock	Marie Schmidt
Donna Siloti	Margaret Sevre
Barbara Phillips	Union Bank of California
Cash Donors/Author's Lunch	

**TOTAL ADOPT A BOOK DONATIONS:** \$4,019.01

**BOOK ENDOWMENT FUND**

Jim & Peggy Dinsmore	Claudio & Veronica Silva
Betty Escpbosa	Dave & Elaine Van Deventer
Mary Strazdas	Brenda Benner
Aldeane Cassidy	Donald & Janet Long
Jo Ann Nelson	Estella Wnek
Carol Peterson	Laura Webb
Virginia Sanatar	Nancy Lone
Diane Martlaro	Al & Gloria Shkoler
Abby Cook	Gillian Botha
Jim Roberts	Margaret Kendrick
Zoe Berry	Brianna Chappell
Leland & Mary Castner	Patricia Wojcik
Cash Donors/Author's Lunch	

**TOTAL BOOK ENDOWMENT FUND** \$1,995.00

**GENERAL FUND DONATIONS**

Tenet Healthcare Foundation	Michael Ebenhoch
Placentia Rotary Club	

**TOTAL GENERAL FUND DONATIONS:** \$3,280.00

**TOTAL ALL DONATIONS** \$9,294.01


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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director   
**SUBJECT:** Building Maintenance Report for March 2004  
**DATE:** April 26, 2004

**HVAC:** No service calls in March

**Plumbing:** 03/03/04 – Replace faucet in Break Room  
03/09/04 – Replace water heater in Staff Men’s Restroom  
03/30/04 – Reconnect water pipe and remove water heater under sink in Meeting Room

**Electrical:** No service calls in March

**Exterminator:** No service calls in March

**General Contractor:** No service calls in March

**Carpet Cleaners:** 03/26/04 – Clean Meeting Room carpet

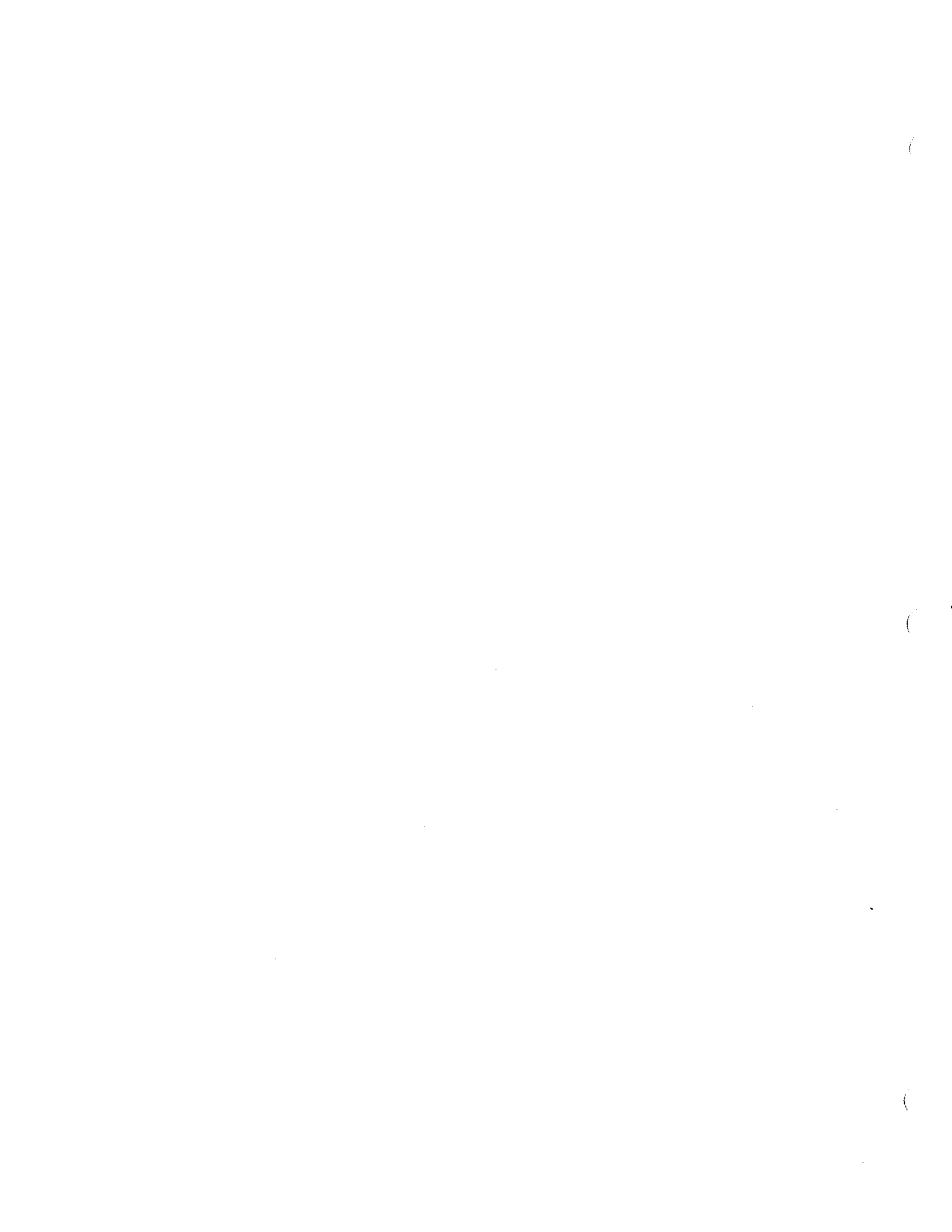
**Telephone:** 03/24/04 – Replace telephone in Literacy

**Locksmith:** 03/16/04 – Replace ten locks in employee lockers that were missing keys

**Fire Department:** 03/01/04 – Annual Inspection, no violations

**Police Department** 03/16/04 – Library Locked Down due to police activity in Civic Center parking lot

Prepared by: Donna Siloti





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Personnel Report for March 2004  
**DATE:** April 26, 2004

**RESIGNATIONS:**

Sohom Shah - Page

**APPOINTMENTS:**

None

**OPEN POSITIONS:**

Page

**WORKERS' COMPENSATION LEAVE:**

None

Prepared by: Donna Siloti

# PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Organization Chart for Fiscal Year 2003-2004  
Presented May 12, 2003

Library Staff  
(19.48 FTE)

## LIBRARY BOARD

Library Director (1.00 FTE)  
Minter

**Technical Services**  
(8.38 FTE)  
Technical Services Manager  
(.75 FTE)  
Shook

**Circulation Services**  
(6.38 FTE)  
Librarian (1.00 FTE)  
Gomez  
Library Clerk II (1.00 FTE)  
Wnek  
Library Clerk I (1.50 FTE)  
Quintanar (1.00 FTE)  
Vacant Sat. (.50 FTE)  
Library Aide/(Lead Shelver) (2.00 FTE)  
Guzman  
Peterson  
Stryk  
Vacant Sat. (.50 FTE)  
Library Student Assistant (Shelvers) (.50 FTE)  
Substitute Clerk (.38 FTE)

**Acquisitions & Processing Services**  
(1.25 FTE)  
Library Assistant (.25 FTE)  
Matas  
Library Clerk (.50 FTE)  
Perez  
Library Aide (.50 FTE)  
Hampton

**Administrative Services**  
(2.75 FTE)  
Administrative Assistant (1.00 FTE)  
Siloti  
Library Assistant (Volunteer Coordinator) (1.00 FTE)  
Millonzi  
Library Clerk (.50 FTE)  
Perez  
Library Aide (.25 FTE)  
Vacant

**Adult Services**  
(2.66 FTE)  
Technical Services Manager (.25 FTE)  
Shook  
Librarian (1.25 FTE)  
Strazdas (.75 FTE)  
Vacant Sat (.50 FTE)  
Library Assistant (.75 FTE)  
Matas (.50 FTE)  
Phillips (.25 FTE)  
Substitute Librarian (.41 FTE)


**Children's Services**  
(1.65 FTE)  
Librarian (1.00 FTE)  
Gurkweitz  
Library Assistant (.25 FTE)  
Phillips & Matas  
Substitute Librarian (.40 FTE)

**Literacy Services**  
(2.79 FTE)  
Public Services Manager/  
Literacy Coordinator (.75 FTE)  
Roberts  
Librarian (1.00 FTE)  
Goldfarb  
Library Assistant (.50 FTE)  
Eliminated  
Substitute Library Assistant

**Public Services**  
(7.35 FTE)  
Public Services Manager (.25 FTE)  
Roberts

TO: Elizabeth Minter, Library Director

FROM: Laranne Millonzi, Development Director and Volunteer Coordinator

SUBJECT: Volunteer Report for Month of March 2004 

CUMULATIVE RECORD OF VOLUNTEER HOURS (excluding Literacy services)

REGULAR	FY03/04 March	FY03/04 YTD	Starting	Cumulative
Andrade, Linda	4.00	66.50	Sep-95	824.00
Backes, Theresa	3.50	54.00	Jun-98	390.75
Bart, Lillian	14.00	92.00	May-01	360.75
Bass, Donna	0.00	0.00	Jul-02	2.00
Blansett, Nadine	22.00	144.00	Mar-03	165.50
Boelman, Marge	4.00	19.75	Apr-01	165.50
Botha, Jill	0.00	20.00	Nov-01	64.00
Clugston, Patricia	4.00	60.25	Jun-98	493.00
Cravotta, Leo	0.00	0.00	May-99	46.50
Davis, Sandy	7.00	71.00	Jul-03	71.00
Dell, Lyla	11.75	235.00	Aug-98	1,065.25
Doezie, Debra	8.00	23.00	Jan-04	23.00
Farkas, Theodore	0.00	50.00	?	50.00
Fioroni, Pete	6.00	48.00	Mar-97	318.25
Fitzgerald, Joan	0.00	48.75	Oct-93	2,174.75
Fraze, Kathy	0.00	2.00	Jul-02	7.00
Godwin, Nita	8.00	65.25	Feb-96	360.25
Haagen, John	0.00	36.25	Jan-00	103.25
Hathaway, Eugenia	4.00	18.00	Nov-03	18.00
Hemmerling, Barbara	11.50	89.50	Sep-95	695.50
Henderson, Jan	0.00	9.00	Oct-03	9.00
Himes, Camille	0.00	5.00	Jul-03	5.00
Horrocks, Marjorie	4.00	20.00	Oct-95	286.00
Hunsinger, Debbie	0.00	6.00	Jul-02	55.00
Irot, Pat	50.00	384.00	Feb-96	3,517.50
Jertberg, Pat	15.00	125.50	Apr-98	1,031.25
Jertberg, Jerry	0.00	0.00	Jan-02	21.00
Lee, Wilma	2.00	4.75	Feb-04	4.75
Lone-Tollefson, Nancy	20.50	162.00	Jan. 03	232.50
Lord, Audrey	0.00	0.00	Jul-00	385.75
Mehta, Neela	0.00	0.00	Jun-02	109.25
Mignot, Shirley	0.00	0.00	Sep-95	472.00
Myers, Claire	7.50	80.00	Oct-95	1,294.25
Olson, Bob	2.00	22.00	Sep-95	488.00
Pence, Carol	3.00	3.00	Mar-04	3.00
Pence, Thomas	0.00	28.50	Jan-99	301.50
Peterson, Ruth	0.00	0.00	Mar-02	213.00
Phillips, Barbara	0.00	6.50	Apr-03	15.00
Rankin, Eleanore	40.00	232.00	May-02	535.50
Reid, Barbara	0.00	0.00	Jul-02	7.50
Rodriguez, Carmen	6.00	60.00	Feb-00	258.00
Salem, Rose	6.00	54.00	Oct-00	281.75
Sanatar, Ginny	0.00	100.00	Mar-02	114.00
Sandoval, Gerry	8.00	70.00	Aug-02	150.00
Schlichter, Allan	0.00	0.00	Oct-93	882.50
Schwartzkopf, Jan	0.00	0.00	Mar-01	40.75
Schmidt, Marie	26.00	156.50	Apr-98	609.75
Scott, Linda	1.25	17.50	Jul-03	17.50
Segovia, Inez	12.00	93.50	Jun-03	93.50
Shaw, Dixie	0.00	6.00	May-94	218.50
Silverman, Pat	8.00	74.00	Jul-03	74.00
Stoffer, Frances	0.00	10.00	May-96	148.00
Thum, Margo	6.00	34.00	Nov-03	34.00
Tollefson, Jerry	0.00	22.00	Jul-03	22.00
Walker, Jim	0.00	1.50	Nov-03	1.50
Walcek, John	0.00	6.00	Dec-04	6.00
Walker, Virginia	0.00	9.00	Mar-99	142.25
Wymer, Betty	11.75	102.25	Jan-96	1,022.50
Zamora, Mary	2.50	8.50	Jan-04	8.50
<b>TOTAL</b>	<b>339.25</b>	<b>3056.25</b>		<b>20,510.00</b>

**CUMULATIVE RECORD OF TEMPORARY VOLUNTEER HOURS (excluding Literacy Services)**

	FY03/04		FY03/04		
	March	YTD	March	YTD	
Arzu, Robert	5.00	40.00	Lemos, Vanessa	0.00	40.00
Benites, Brenda	0.00	40.00	Liu, Denise	0.00	38.50
Fabian Bermudez	11.00	11.00	Lopez, Edgar	0.00	47.00
Jessica Bermudez	9.00	9.00	Maru, Vik	0.00	14.00
Bishtawi, Stephen	0.00	12.00	Matahashi, Kiyo	20.00	24.50
Blaine, Ami	1.00	7.00	Miladi, Omid	0.00	20.00
Boris, Tara	0.00	12.25	Miranda, Aurora	0.00	5.50
Born, Ashley	0.00	14.00	Negrete, Adriana	0.00	10.50
Cervantes, Anna	0.00	40.00	Nekoranec, Rachel	0.00	9.00
Cervantes, Jakeline	0.00	40.00	Ortiz, William	2.50	18.00
Cha, Helen	0.00	9.50	Park, Jung	6.00	68.50
Chau, David	0.00	24.25	Pond, Cassie	0.00	19.50
Chun, Andrea	6.00	40.25	Robbins, Hugh	17.00	32.00
Chun, Sophia	0.00	13.75	Rodriguez, Daniel	0.00	26.50
Cordero, Isaac	0.00	15.00	Rodriguez, Rene	0.00	9.75
Coy, Joey	18.50	18.50	Rodriguez, Yvonne	0.00	7.00
Doezie, Ryan	8.00	23.00	Ryang, Michelle	0.00	11.25
Eng, Jonathan	0.00	22.00	Rosete, Jeremy	0.00	13.00
Eng, Lawrence	0.00	41.25	Shah, Soham	0.00	22.75
Flores, Melvin	3.00	7.00	Enrique Soto	1.00	1.00
Ford, Chris	0.00	32.25	Speer, Sheryl	5.50	20.00
Francis, John	0.00	6.00	Suh, Stacy	7.75	10.75
Fukunaga, Alysa	0.00	12.50	Tan, Hannah	1.00	24.00
Guerra, Philip	0.00	28.75	Thomas, Tiffany	0.00	17.00
Jaini, Durga	0.00	5.25	Tjoarman, Arlene	0.00	25.50
Javier, Vonn	0.00	6.25	Tran, Michael	0.00	110.50
Jiye, Angela	0.00	10.50	Valencia, Adrianna	0.00	10.50
Khan, Marina	1.00	4.00	Vargas, Diego	17.75	32.75
Kou, Albert	1.00	9.25	Wardlaw, Sarah	0.00	13.00
Lamberson, Annie	0.00	14.25	Waterson, Elizabeth	0.00	11.50
Lee, Edward	0.00	20.00	Young, Monty	0.00	2.00
			Zuniga, Jazmin	8.00	12.00
<b>TOTAL</b>	<b>63.50</b>	<b>588.75</b>	<b>TOTAL</b>	<b>86.50</b>	<b>727.75</b>
<b>TOTAL Library Volunteer Hours</b>		<b>489.25</b>			
<b>TOTAL Literacy Volunteer Hours</b>		<b>1275.75</b>			
<b>TOTAL VOLUNTEERS HOURS</b>		<b>1765.00</b>			

REGULAR VOLUNTEERS are committed to an on-going program each week  
LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.  
TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

	Regular/Temp. Volunteers				Literacy Volunteers			
	FY00/01	FY01/02	FY02/03	FY03/04	FY00/01	FY01/02	FY02/03	FY03/04
July	562.00	623.00	693.50	735.25	658.00	1026.50	644.00	865.00
August	563.25	834.25	386.00	551.50	662.00	847.00	513.00	829.00
September	248.00	802.75	386.00	385.00	581.00	605.00	518.00	808.00
October	385.00	1029.80	442.50	388.75	614.00	550.00	516.00	820.00
November	369.25	1457.30	388.25	388.25	685.50	550.00	510.00	805.00
December	205.25	203.50	260.00	359.50	564.00	586.00	504.00	853.00
January	387.25	356.50	425.00	439.00	797.00	586.00	504.00	975.00
February	376.75	359.75	492.00	496.25	617.00	600.00	534.00	1472.00
March	377.25	399.00	340.00	489.25	622.50	600.00	767.00	1275.75
April	457.25	299.75	533.25		656.00	600.00	502.00	
May	393.00	371.50	355.50		1,204.50	588.00	500.00	
June	<u>580.75</u>	<u>454.00</u>	<u>554.75</u>		<u>1,050.50</u>	<u>639.00</u>	<u>3368.00</u>	
	<b>4905.00</b>	<b>7191.10</b>	<b>5256.75</b>		<b>8,712.00</b>	<b>7777.50</b>	<b>9380.00</b>	

## CUMULATIVE RECORD OF LITERACY VOLUNTEER HOURS

REGULAR	FY03/04 March	FY03/04 YTD	Cumulative		FY03/04 March	FY03/04 YTD	Cumulative
Ablir, Victoria	-	30.00	39.00	Glines, Ellen	-	24.00	36.00
Acevedo, Maria	12.00	114.00	150.00	Gomez, Juanita	6.00	54.00	54.00
Acherman, Saul	20.00	64.00	64.00	Gonzalez, Rosemarie	40.00	138.00	138.00
Aguirre, Alyssa	6.00	22.00	22.00	Gonzalez, Emmanuel	-	24.00	48.00
Azizan, Sarah	6.00	22.00	22.00	Gonzalez, Luis	-	24.00	36.00
Barnet, Dominique	32.00	64.00	64.00	Gonzalez, Natasha	-	18.00	81.00
Bayne, Linda	-	30.00	160.00	Goodman, Dale	-	36.00	3,441.00
Bazeil, Laura	-	30.00	90.00	Guerrero, Christine	6.00	48.00	60.00
Becerril, Esther	-	24.00	42.00	Guerrero, Lavone	6.00	48.00	66.00
Becil, Emily	-	18.00	72.00	Gunderson, Lorraine	30.00	114.00	114.00
Belekjian, Maria	6.00	72.00	90.00	Hamacher, Holly	6.00	48.00	60.00
Bello, Dominic	12.00	66.00	66.00	Hatch, Bill	6.00	48.00	117.00
Bernardino, Maria	6.00	54.00	78.00	Hatch, Katie	6.00	25.00	25.00
Bhatt, Banj	6.00	22.00	22.00	Hawkins, Christina	6.00	48.00	56.00
Bonasuro, Amber	-	30.00	96.00	Healey, Kathleen	6.00	48.00	258.00
Bowen, Laura	-	24.00	30.00	Heer, Kim	6.00	48.00	275.00
Brackett, Jim	6.00	54.00	135.00	Henao, Stephanie	6.00	34.00	34.00
Broctonde, Shannon	20.00	56.00	56.00	Hernandes, Melissa	6.00	32.00	32.00
Brzovic, Kathy	6.00	54.00	72.00	Hernandez, Maria	24.00	96.00	96.00
Bui, Tiffany	-	18.00	36.00	Hilleweart, Heather	6.00	48.00	60.00
Bull, Sophie	-	18.00	96.00	Hopkins, Amanda	-	128.00	28.00
Busam, Mary	-	30.00	63.00	Hou, Xiao-Fei	-	30.00	30.00
Cadambi, Aruna	6.00	25.00	38.00	Howell, Anne	6.00	48.00	66.00
Callaway, Sean	6.00	24.00	24.00	Hu, Lisa	-	24.00	82.00
Casdorff, Tracy	-	24.00	36.00	Humple, Phyllis	4.00	32.00	162.00
Castillo, Alicia	6.00	22.00	22.00	Hugar, Jessica	-	30.00	87.00
Cha, Sally	6.00	54.00	72.00	Hutain, Jenny	6.00	19.00	19.00
Chandrasekaram, Vinolie	-	36.00	64.00	Hutton, Katherine (Kate)	6.00	48.00	276.00
Chen, April	6.00	54.00	159.00	Imbler, Wolf	-	24.00	42.00
Chen, Ebsen	6.00	74.00	74.00	Inta, Lisa	6.00	48.00	54.00
Chen, Wen	6.00	54.00	66.00	Iosia, Shantay	30.00	96.00	96.00
Chim, Hubert	20.00	90.00	192.00	Jenkins, Adam	6.00	23.00	23.00
Choi, Eugene	6.00	24.00	24.00	Jeon, Ashley	6.00	18.00	18.00
Choi, Jason	-	24.00	78.00	Jara, Sandra	32.00	112.00	112.00
Chopna, Reema	-	24.00	42.00	Jung, Daniel	12.00	54.00	54.00
Coffee, Nancy	6.00	54.00	391.00	Kamat, Rujvi	6.00	18.00	18.00
Coffer, Capri	-	42.00	42.00	Kao, Elaine	6.00	18.00	18.00
Covey, Debra	-	18.00	66.00	Kelly, Jerry	-	24.00	105.00
Cucefloglu, Haken	-	18.00	36.00	Khamphanh, Molly	6.00	48.00	66.00
Curtis, Daniel	-	24.00	192.00	Kilpatrick, Amy	-	24.00	39.00
DeFrietas, Genie	40.00	130.00	130.00	Kishida, Rita	-	18.00	72.00
de LaTorre, Angelica	40.00	134.00	134.00	Kornreich, Seth	6.00	14.00	14.00
Dhupan, Ankush	-	18.00	48.00	Kraus, Jennifer	-	18.00	60.00
Diaz, Cynthia	-	24.00	52.00	Krisinger, Elizabeth	-	24.00	78.00
Diaz, Monica	-	24.00	70.00	Lasker, Marilyn	-	-	217.00
Donofrio, Susan	6.00	48.00	117.00	Le, Daniel	-	24.00	30.00
Dorris, Rosita	-	18.00	36.00	Lee, Wilma	-	18.00	72.00
Draper, Krispa	6.00	54.00	132.00	Leslie, Sandra	6.00	48.00	278.00
Dudrey, Kristin	6.00	36.00	36.00	Licano, Katie	-	18.00	66.00
Dudka, Julia	-	23.00	23.00	Livezey, June	-	66.00	212.00
Duffy, William	30.00	92.00	92.00	Loon, Chris	-	24.00	30.00
Duran, Paul	54.00	204.00	204.00	Lopez, Maria	-	30.00	84.00
Eckels, Krys	6.00	54.00	72.00	Luckett, Emily	-	24.00	36.00
Economou, Christina	6.00	54.00	66.00	Maguire, Joanne	-	-	54.00
Elmore, Sylvia	-	30.00	84.00	Malkowicz, Edward	12.00	96.00	268.00
Espinosa, Jacyln	-	18.00	30.00	Marquez, Jeff	6.00	25.00	25.00
Farno, Fariba	-	30.00	102.00	Margarit, Georgiana	-	-	18.00
Finley, Virginia	6.00	52.00	74.00	Martlaro, Diane	6.00	102.00	564.00
Fitsimons-Diaz, Chelsea	6.00	54.00	99.00	Massaro, Lauren	6.00	48.00	66.00
Franco, Hilda	24.00	102.00	156.00	McBain, Frances	6.00	48.00	60.00
Fuentes, Carlos	6.00	54.00	60.00	McBentz, Kathy	6.00	48.00	146.00
Gallagher, Kenni	-	18.00	30.00	McGrath, Patricia	6.00	48.00	60.00
Gardner, Jeanette	28.00	67.00	67.00	McLeod, Shivon	-	36.00	42.00
Gast, Polly	-	42.00	36.00	Medland, Karen	-	-	146.00
Gillespie, Justin	-	24.00	16.00	Mehla, Ami	6.00	18.00	18.00
Gimby, Walter	6.00	28.00	36.00	Miller, Michelle	6.00	27.00	27.00
Glines, Alexl	-	24.00	36.00				

Literacy Hours continued

REGULAR	FY03/04 March	FY03/04 YTD	Cumulative	REGULAR	FY03/04 March	FY03/04 YTD	Cumulative
Min, Nara	6.00	16.00	16.00	Trotter, Cynthia	6.00	54.00	129.00
Meza, Jack	-	-	116.00	Truong, Christine	6.00	54.00	123.00
Mohr, Kelsey	-	24.00	99.00	Truong, Will	-	18.00	81.00
Monreal, Greg	-	24.00	36.00	Uribe, Yajaira	-	30.00	60.00
Montoya, Tania	6.00	38.00	38.00	Valle, Ana	-	30.00	55.00
Mostatabi, Roxana	-	24.00	42.00	Vasani, Sheena	-	30.00	42.00
Murray, Edward	-	-	230.00	Vasquez, Johanna	-	30.00	57.00
Nava, Marcella	30.00	138.00	138.00	Veltre, Robin	-	22.00	22.00
Navarro, Nicole	6.00	54.00	72.00	Villegas, Matt	6.00	28.00	28.00
Negoraneck, Rachel	6.25	6.25	6.25	Vu, Anna	6.00	27.00	27.00
Negrete, Adriana	6.00	19.00	19.00	Vu, Elizabeth	-	6.00	108.00
Nguyen, Martin	6.00	24.00	24.00	Vukovick, Kathy	6.00	54.00	19.80
Nguyen, Tyler	6.00	38.00	38.00	Weimer, MacKenzie	6.00	25.00	25.00
Okamura, Lynn	-	18.00	75.00	Wright, Sydney	6.00	21.00	21.00
Osona, Jonatnan	6.00	30.00	30.00				
Paez, Vicki	6.00	54.00	90.00				
Patel, Deepa	6.00	54.00	220.00				
Patel, Vani	6.00	54.00	72.00				
Patino, Ashley	-	18.00	36.00				
Patino, Nicole	-	18.00	42.00				
Pelto, Ernest	6.00	54.00	185.00				
Peyre, Isa	-	36.00	78.00				
Pineda, Guadalupe	-	18.00	66.00				
Porter, Melissa	24.00	84.00	84.00				
Precht, Jeanette	6.00	54.00	145.00				
Rangel, Jacky	6.00	48.00	48.00				
Renno, Carolyn	6.00	27.00	27.00				
Ring, Diane	-	28.00	88.00				
Rivera, Felleny	6.00	34.00	34.00				
Rivera, Hilda	24.00	96.00	96.00				
Robbins, Hugh	27.50	27.50	27.50				
Rodriguez, Claudia	-	30.00	42.00				
Rodriguez, David	-	24.00	72.00				
Rodriguez, Kenia	-	70.00	120.00				
Rodriguez, Maria	-	30.00	42.00				
Sabo, Melissa	6.00	24.00	24.00				
Sanders, Asia	12.00	50.00	50.00				
Sanders, Paget	24.00	72.00	72.00				
Sandoval, Lizbeth	6.00	36.00	97.00				
Saulifer, Gregory	24.00	102.00	102.00				
Schaal, Linda	6.00	54.00	195.00				
Serles, Tammi	12.00	30.00	30.00				
Sgobba, Jackie	12.00	96.00	126.00				
Shah, Jay	-	24.00	72.00				
Shah, Soham	6.00	57.00	63.00				
Shah, Sweny	-	42.00	132.00				
Shan, Kheyati	6.00	37.00	37.00				
Skimizu, Ken	12.00	102.00	409.00				
Sosa, Mathew	-	18.00	38.00				
Speakman, Sarah	6.00	38.00	83.00				
Studer, Michelle	-	24.00	24.00				
Stutts, Lisa	6.00	31.00	31.00				
Stulzman, Mark	6.00	54.00	62.00				
Tarrios, Jennifer	-	-	24.00				
Teeter, Robert	-	18.00	78.00				
Thatcher, Kaitlyn	-	-	26.00				
Thieu, Dominique	-	12.00	12.00				
Thomas, Peggy	6.00	54.00	101.00				
Tierney, Ryan	24.00	96.00	96.00				
Todker, Vanita	6.00	22.00	22.00				
Tomlin, Jennifer	-	36.00	61.00				
Tran, Victor	-	24.00	36.00				
Tranquill, Jill	-	30.00	48.00				
				<b>Total</b>	<b>1,275.75</b>	<b>8,671.75</b>	<b>19,988.55</b>

Placentia Library District  
Circulation Report  
April 1, 2004

Agenda Item 22

	FY03-04 YTD	FY02-03 YTD	% Change FY03 TO FY04	FY03-04 March	FY02-03 March
1st Time Checkouts	108,050	108,595	-0.50%	13,989	13,685
Phone Renewals	17,058	13,638	25.08%	2,249	1,676
In-Building Renewals	3,842	3,519	9.18%	341	684
TOTAL RENEWALS	20,900	17,157	21.82%	2,590	2,360
TOTAL CHECKOUTS	128,950	125,752	2.54%	16,579	16,045
On-Time Checkins	111,822	114,138	-2.03%	14,302	14,032
Late Checkins	9,075	11,098	-18.23%	1,273	1,360
TOTAL CHECKINS	120,897	125,236	-3.46%	15,575	15,392
Holds Placed	2,418	3,530	-31.50%	424	147
Holds Cancelled	66	817	-91.92%	13	373
Holds Filled	3,111	3,157	-1.46%	375	133
Patrons Registered	3,183	3,665	-13.15%	483	231
Titles Added	3,969	6,746	-41.17%	440	1,054
Volumes Added	4,180	8,480	-50.71%	486	1,068
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	54,138	57,371	-5.64%	6,760	6,189
Juvenile Print	59,397	63,119	-5.90%	7,988	7,952
Total Print	113,535	120,490	-5.77%	14,748	14,141
Audio	6,815	6,322	7.80%	978	422
Visual	10,620	10,249	3.62%	1,471	967
Total Audio Visual	17,435	16,571	5.21%	2,449	1,389
TOTAL CIRCULATION	130,970	137,061	-4.44%	17,197	15,530
Placentia Circulation	81,067	70,822	14.47%	10,378	9,612
%Placentia Circulation	61.90%	51.67%		60.35%	61.89%
Anaheim/Yorba Linda Circulation	22,346	17,913	24.75%	2,932	3,010
%Anaheim/Yorba Linda Circulation	17%	13.07%		17%	19%
TYPES OF ACTIVE BORROWERS					
Adult	91,025	82,166	10.78%	11,786	10,806
Young Adult	2,249	3,536	-36.40%	261	274
Juvenile	26,434	28,847	-8.36%	3,197	3,309
New Borrower	10,001	8,621	16.01%	1,745	1,190
Non Resident	0	1,231	N/A	0	0
Other (staff)	2,082	2,145	-2.94%	207	218
TOTAL ACTIVE BORROWERS	131,791	126,546	4.14%	17,196	15,797
TOTAL REGISTERED BORROWERS	164,682	152,164	8.23%	17,141	16,824
ATTENDANCE	308,245	339,034	-9.08%	40,223	38,742
Adult Reference-In Building	8,452	8,126	4.01%	1,310	1,103
Adult Reference-Telephone	1,354	1,315	2.97%	188	203
Children's Reference-In Building	5,686	7,260	-21.68%	1,097	980
Children's Reference-Telephone	199	2,349	-91.53%	6	40
Total Adult Reference	9,806	9,441	3.87%	1,498	1,306
Total Children's Reference	5,885	9,609	-38.76%	1,103	1,020
Total In Building Reference	14,138	15,386	-8.11%	2,407	2,083
Total Telephone Reference	1,553	3,664	-57.61%	194	243
TOTAL REFERENCE	15,691	19,050	-17.63%	2,601	2,326





PLACENTIA INVOICES

PERIOD COVERED FY2001-2002	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-01	09/07/01	5,321.46	0.00	621.76	107.50			6,050.72
Aug-01	10/08/01	5,964.66	0.00	650.52	107.50			6,722.68
Sep-01	11/07/01	6,525.77	2,611.93	797.12	107.50			10,042.32
Oct-01	12/04/01	5,550.58	1,150.57	0.00	0.00			6,701.15
Nov-01		0.00	0.00	0.00	0.00			0.00
Dec-01	02/07/02	8,594.24	2,698.49	0.00	107.50			0.00
Jan-02	03/07/02	4,376.26	1,255.57	0.00	0.00			5,631.83
Feb-02	04/05/02	2,901.15	1,163.56	0.00	0.00			4,064.71
Mar-02	05/14/02	3,918.49	1,150.57	713.31	107.50		6.49	5,896.36
Apr-02	06/11/02	4,891.06	1,347.90	713.31	107.50		14.64	7,074.41
May-02	07/12/02	3,338.44	1,499.16	713.31			8.14	5,559.05
Jun-02	08/16/02	5,961.61	1,178.68	651.87	107.50		8.20	7,907.86
<b>TOTAL</b>		<b>57,343.72</b>	<b>14,056.43</b>	<b>4,861.20</b>	<b>752.50</b>	<b>0.00</b>	<b>37.47</b>	<b>65,651.09</b>
<b>AVG</b>		<b>4,778.64</b>	<b>1,171.37</b>	<b>405.10</b>	<b>62.71</b>			<b>5,470.92</b>

PERIOD COVERED FY2002-2003	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-02	07/10/20	5,200.62	1,638.37	650.63			8.18	7,497.80
Aug-02	08/16/02	5,961.61	1,178.68	651.87	107.50		8.20	7,907.86
Sep-02	09/17/02	5,200.62	1,638.37	650.63				7,489.62
Oct-02	10/11/02		1,195.57	650.63			8.17	1,854.37
Nov-02	11/15/02		1,461.17	650.61	107.50		16.35	2,235.63
Dec-02	12/13/03		1,150.57	650.63	537.50			2,338.70
Jan-03	01/16/03		1,632.69	650.63			8.15	2,291.47
Feb-03	02/11/03		1,269.07	762.39				2,031.46
Mar-03	03/17/03		1,177.30	762.39	107.50		10.55	2,057.74
Apr-03	04/07/03	35,884.16	1,263.68	762.39	269.45		7.17	38,186.85
May-03	06/05/03	3,712.49	1,150.57	650.77	107.50		7.20	5,628.53
Jun-03	07/24/03	4,522.91	1,150.57	650.77	207.50		7.20	6,538.95
<b>TOTAL</b>		<b>60,482.41</b>	<b>15,906.61</b>	<b>8,144.34</b>	<b>1,444.45</b>	<b>0.00</b>	<b>81.17</b>	<b>86,058.98</b>
<b>AVG</b>		<b>5,040.20</b>	<b>1,325.55</b>	<b>678.70</b>	<b>120.37</b>		<b>6.76</b>	<b>7,171.58</b>

PERIOD COVERED FY2003-2004	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-03	08/07/03	5,933.96	1,566.39	604.52			7.20	8,112.07
Aug-03	09/08/03	5,103.96	1,370.47	604.52	215.00		7.19	7,301.14
Sep-03	10/13/03	2,650.78	1,150.57	604.52	107.50		7.19	4,520.56
Oct-03	11/10/03	4,002.21	1,150.57	604.52	107.50		7.24	5,872.04
Nov-03	12/12/03	3,276.82	2,064.00	604.52	1,520.17		7.23	7,472.74
Dec-03	01/13/04	2,950.98	1,407.66	705.74	155.00			5,219.38
Jan-04	02/10/04	2,987.54	1,150.57	568.93	107.50		7.23	4,821.77
Feb-04	03/08/04	3,020.00	1,150.57	619.54	107.50		7.20	4,904.81
Mar-04	04/08/04	3,046.38	1,150.57	619.54	107.50		7.45	4,931.44
Apr-04								0.00
May-04								0.00
Jun-04								0.00
<b>TOTAL</b>		<b>32,972.63</b>	<b>12,161.37</b>	<b>5,536.35</b>	<b>2,427.67</b>	<b>0.00</b>	<b>57.93</b>	<b>53,155.95</b>
<b>AVG</b>		<b>3,663.63</b>	<b>1,351.26</b>	<b>615.15</b>	<b>269.74</b>		<b>6.44</b>	<b>5,906.22</b>

TOTAL DOLLARS SPENT

FY2001-2002	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-01	1,000.58	234.00	8.94	1,243.52	621.76
Aug-01	1,000.58	294.00	6.46	1,301.04	650.52
Sep-01	1,235.76	354.00	4.47	1,594.23	797.12
Oct-01	0.00	0.00	0.00	0.00	0.00
Nov-01	0.00	0.00	0.00	0.00	0.00
Dec-01	0.00	0.00	0.00	0.00	0.00
Jan-02	0.00	0.00	0.00	0.00	0.00
Feb-02	0.00	0.00	0.00	0.00	0.00
Mar-02	1,297.62	129.00	0.00	1,426.62	713.31
Apr-02	1,297.62	129.00	0.00	1,426.62	713.31
May-02	1,297.62	129.00	0.00	1,426.62	713.31
Jun-02	1,127.26	174.00	2.48	1,303.74	651.87
TOTAL	8,257.04	1,443.00	22.35	9,722.39	4,861.20
AVG	688.09	120.25	1.86	810.20	405.10

TOTAL DOLLARS SPENT

FY2002-2003	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-02	1,127.26	174.00	0.00	1,301.26	650.63
Aug-02	1,127.26	174.00	2.48	1,303.74	651.87
Sep-02	1,127.26	174.00	0.00	1,301.26	650.63
Oct-02	1,127.26	174.00	0.00	1,301.26	650.63
Nov-02	1,127.26	174.00	0.00	1,301.26	650.63
Dec-02	1,127.26	174.00	0.00	1,301.26	650.63
Jan-03	1,127.26	174.00	0.00	1,301.26	650.63
Feb-03	1,350.78	174.00	0.00	1,524.78	762.39
Mar-03	1,350.78	174.00	0.00	1,524.78	762.39
Apr-03	1,350.78	174.00	0.00	1,524.78	762.39
May-03	1,127.53	174.00	0.00	1,301.53	650.77
Jun-03	1,127.53	174.00	0.00	1,301.53	650.77
TOTAL	14,198.22	2,088.00	2.48	16,288.70	8,144.35
AVG	1,183.19	174.00	0.21	1,357.39	678.70

TOTAL DOLLARS SPENT

FY2003-2004	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-03	1,035.04	174.00	0.00	1,209.04	604.52
Aug-03	1,035.04	174.00	0.00	1,209.04	604.52
Sep-03	1,035.04	174.00	0.00	1,209.04	604.52
Oct-03	1,035.04	174.00	0.00	1,209.04	604.52
Nov-03	1,035.04	174.00	0.00	1,209.04	604.52
Dec-03	1,207.48	204.00	0.00	1,411.48	705.74
Jan-04	963.86	174.00	0.00	1,137.86	568.93
Feb-04	1,050.08	189.00	0.00	1,239.08	619.54
Mar-04	1,050.08	189.00	0.00	1,239.08	619.54
Apr-04				0.00	0.00
May-04				0.00	0.00
Jun-04				0.00	0.00
TOTAL	9,446.70	1,626.00	0.00	11,072.70	5,536.35
AVG	1,049.63	180.67	0.00	1,230.30	615.15

DOLLARS BY TYPE OF WORKER

FY2001-2002	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-01	282.16	226.72	59.86	0.00	431.84	1,000.58
Aug-01	282.16	226.72	59.86	0.00	431.84	1,000.58
Sep-01	352.70	283.40	59.86	0.00	539.80	1,235.76
Oct-01	0.00	0.00	0.00	0.00	0.00	0.00
Nov-01	0.00	0.00	0.00	0.00	0.00	0.00
Dec-01	0.00	0.00	0.00	0.00	0.00	0.00
Jan-02	0.00	0.00	0.00	0.00	0.00	0.00
Feb-02	0.00	0.00	0.00	0.00	0.00	0.00
Mar-02	382.24	293.00	63.58	0.00	558.80	1,297.62
Apr-02	382.24	293.00	63.58	0.00	558.80	1,297.62
May-02	382.24	293.00	63.58	0.00	558.80	1,297.62
Jun-02	382.24	234.40	63.58	0.00	447.04	1,127.26
TOTAL	2,445.98	1,850.24	433.90	0.00	3,526.92	8,257.04
AVG	203.83	154.19	36.16	0.00	293.91	688.09

DOLLARS BY TYPE OF WORKER

FY2002-2003	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Aug-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Sep-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Oct-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Nov-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Dec-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Jan-03	382.24	234.40	63.58	0.00	447.04	1,127.26
Feb-03	382.24	234.40	63.58	0.00	670.56	1,350.78
Mar-03	382.24	234.40	63.58	0.00	670.56	1,350.78
Apr-03	382.24	234.40	63.58	0.00	670.56	1,350.78
May-03	382.24	234.40	63.58	0.00	447.04	1,127.26
Jun-03	382.24	234.40	63.58	0.00	447.04	1,127.26
TOTAL	4,586.88	2,812.80	762.96	0.00	6,035.04	14,197.68
AVG	382.24	234.40	63.58	0.00	502.92	1,183.14

DOLLARS BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Aug-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Sep-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Oct-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Nov-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Dec-03	284.72	300.60	60.56	0.00	561.60	1,207.48
Jan-04	213.54	240.48	60.56	0.00	119.28	633.86
Feb-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Mar-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Apr-04						0.00
May-04						0.00
Jun-04						0.00
TOTAL	2,348.94	2,284.56	545.04	0.00	3,938.16	9,116.70
AVG	260.99	253.84	60.56	0.00	437.57	1,012.97

TIME BY TYPE OF WORKER

FY2001-2002	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-01	8.00	8.00	2.00	0.00	16.00	34.00
Aug-01	8.00	8.00	2.00	0.00	16.00	34.00
Sep-01	10.00	10.00	2.00	0.00	20.00	42.00
Oct-01	0.00	0.00	0.00	0.00	0.00	0.00
Nov-01	0.00	0.00	0.00	0.00	0.00	0.00
Dec-01	0.00	0.00	0.00	0.00	0.00	0.00
Jan-02	0.00	0.00	0.00	0.00	0.00	0.00
Feb-02	0.00	0.00	0.00	0.00	0.00	0.00
Mar-02	8.00	10.00	2.00	0.00	20.00	40.00
Apr-02	8.00	10.00	2.00	0.00	20.00	40.00
May-02	8.00	10.00	2.00	0.00	20.00	40.00
Jun-02	8.00	8.00	2.00	0.00	16.00	34.00
TOTAL	58.00	64.00	14.00	0.00	128.00	264.00
AVG	4.83	5.33	1.17	0.00	10.67	22.00


TIME BY TYPE OF WORKER

FY2002-2003	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-02	8.00	8.00	2.00	0.00	16.00	34.00
Aug-02	8.00	8.00	2.00	0.00	16.00	34.00
Sep-02	8.00	8.00	2.00	0.00	16.00	34.00
Oct-02	8.00	8.00	2.00	0.00	16.00	34.00
Nov-02	8.00	8.00	2.00	0.00	16.00	34.00
Dec-02	8.00	8.00	2.00	0.00	16.00	34.00
Jan-03	8.00	8.00	2.00	0.00	16.00	34.00
Feb-03	8.00	8.00	2.00	0.00	24.00	42.00
Mar-03	8.00	8.00	2.00	0.00	24.00	42.00
Apr-03	8.00	8.00	2.00	0.00	24.00	42.00
May-03	8.00	8.00	2.00	0.00	16.00	34.00
Jun-03	8.00	8.00	2.00	0.00	16.00	34.00
TOTAL	96.00	96.00	24.00	0.00	216.00	432.00
AVG	8.00	8.00	2.00	0.00	18.00	36.00

TIME BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-03	8.00	8.00	2.00	0.00	16.00	34.00
Aug-03	8.00	8.00	2.00	0.00	16.00	34.00
Sep-03	8.00	8.00	2.00	0.00	16.00	34.00
Oct-03	8.00	8.00	2.00	0.00	16.00	34.00
Nov-03	8.00	8.00	2.00	0.00	16.00	34.00
Dec-03	8.00	10.00	2.00	0.00	20.00	40.00
Jan-04	6.00	8.00	2.00	0.00	16.00	32.00
Feb-04	6.00	9.00	2.00	0.00	18.00	35.00
Mar-04	6.00	9.00	2.00	0.00	18.00	35.00
Apr-04						0.00
May-04						0.00
Jun-04						0.00
TOTAL	66.00	76.00	18.00	0.00	152.00	312.00
AVG	7.33	8.44	2.00	0.00	16.89	34.67

To: eminter@placentiallibrary.org  
From: gneill@csda.net  
Subject: CSDA Legislative Update - April 16, 2004

 CSDA Legislative Information

## CSDA Legislative Update - April 16, 2004

### GOVERNOR ENGAGES LOCAL GOVERNMENTS

On the eve of the filing sufficient signatures to qualify the **Local Taxpayers and Public Safety Protection Act** sponsored by the California Special Districts Association, League of California Cities and the California State Association of Counties, the Governor's Office and the Department of Finance have opened a dialogue with the League, CSAC and CSDA to discuss the Governor's proposed property tax shift (ERAF) proposal, among other elements of local government finance. In his January budget proposal, the Governor included a property tax shift of approximately \$1.3 billion, approximately \$100 million of which would come from special districts. The proposed shift would be on-going and would provide no constitutional protections on local revenues as contained in the Local Taxpayers and Public Safety Protection Act.

Shortly after the Governor released his property tax shift proposal, the Legislative Analyst released a report urging the Legislature to reject the Governor's proposal and adopt one that would hit special districts \$400 million per year – on-going – and allowing county boards of supervisors to determine the shift allocations among special districts within each county. This proposal also did not contain constitutional protections.

The Governor's Office and Department of Finance has commenced discussions with the executive directors of the League of California Cities, California State Association of Counties and CSDA's Catherine Smith. These discussions are expected to continue over the next few weeks and CSDA will endeavor to keep the membership apprised of the direction of these discussions.

### SENATE BILL 1272 GOES TO HEARING ON APRIL 21

Senate Bill 1272 by Senator Ortiz relating to special district governance will be heard in the Senate Local Government Committee on April 21. The bill is supported by State Controller Steve Westly and the California School Employees Association and opposed by CSDA, unless amended. Scores of special districts have been writing letters to the Committee expressing opposition, concerns, and even support if specific amendments are adopted. Senate Bill 1272 was amended on April 12, amendments that improved a number provisions, but left many of the troubling provisions unchanged. Areas of improvement include the conflicts of interest section and those relating to the audit requirements. More work is needed on the audit provisions and those relating to board member compensation and benefits. For example, SB 1272 still limits stipends to \$100 per day for each day's attendance at board meetings as defined in the Brown Act, or for each day's service as a board member when requested by the governing board, with a limit of 6 compensable days a month. SB 1272 repeals the statutory provisions that allow specific special districts to increase their stipends by adopting local ordinances.

SB 1272 requires board members and district employees to be reimbursed in accordance with the IRS accountable plan guidelines, provided they do not exceed the standard travel reimbursement rates for state employees. Finally, SB 1272 prohibits special districts from providing group life insurance or health/welfare benefits to board members who are first appointed or first elected to a term of office beginning on or after January 1, 2005, unless the board members participates on a self-pay basis.

CSDA has, and will continue to, work with Senator Ortiz to craft "reform" language that sets a broad range of policy reforms that can be implemented at the local level, rather than the restrictive, prescriptive and overly broad micro-managing provisions contained in the bill.

## **CONSTITUTIONAL AMENDMENT TO PROTECT LOCAL TAXPAYERS HEADS TOWARD BALLOT; COALITION TURNS IN MORE THAN 1.1 MILLION SIGNATURES**

***Californians to Protect Local Taxpayers and Public Safety***, the coalition formed by CSDA, the League of California Cities and the California State Association of Counties to collect signatures and qualify the Local Taxpayers and Public Safety Protection Act for the November ballot, today turned in petitions with **1.1 million signatures** to county registrars. That's nearly twice the 568,109 valid signatures needed, and virtually assures that the measure will qualify for the ballot.

"The submission of these signatures puts us one step closer to protecting our local services," said CSDA President Bill Miller, General Manager North of the River Municipal Water District. "We are prepared to wage an aggressive campaign between now and November to educate the voters about this initiative. We are confident that, come Election Day, the majority of California voters will vote 'Yes' to protect local services and keep more of their local tax dollars at home."

## **WORKERS COMPENSATION REFORM BILL APPROVED BY LEGISLATURE**

After working well into the night on Wednesday, Gov. Schwarzenegger and the legislative leadership announced that they had reached agreement on a workers compensation reform bill. The bill, SB 899 by Sen. Charles Poochigian (R-Fresno) passed the Legislature this morning by an overwhelming 77 to 3 vote in the Assembly and 33 to 3 in the Senate.

According to the Governor's Office, the reforms addressed by the new legislation include:

### **INDEMNITY PAYMENTS AND STATEWIDE FIXES**

- Reduction in the cost to businesses through managing medical costs and restructuring indemnity payments.
- Creation of fair and impartial treatment under the law for employers by refining the "liberal construction statute".
- Elimination of subjective "work capacity guidelines" and replacement with objective earning capacity ratings.
- Curbs in the abuse of permanent disability benefits by limiting awards for those who are able to return to work.
- Prohibitions against multiple permanent disability awards for the same injury.
- Requirements that disputing parties use a single evaluator to perform disability evaluations, thereby eliminating expensive manipulation of the system with dueling doctors.
- Encourages return-to-work opportunities for injured workers by reducing costs to businesses that accommodate injured workers in the workplace.
- Prohibitions against workers receiving disability payments for injuries, or portions of injuries, occurring outside of work.
- Caps on temporary disability payments after two years.

- Reinforcement of controls created in SB 228 so that over-utilization of the system is truly curtailed.
- Eliminating the onerous penalty provision in Labor Code 5814 so that penalties are assessed on the actual late payment rather than the entire claim.
- Elimination of the SB 228 requirement that insurers inspect the safety program of every business, including those with miniscule safety risks. Instead, it requires the inspection of high hazard workplaces.
- Shifts in benefits from minor to more severe injuries. This proposal will have significant savings since most injuries in the system are rated as minor.

#### MEDICAL TREATMENT

- Provisions for the use of objective American Medical Association guides on evaluating impairment ratings to improve the consistency of disability awards.
- Provisions that require workers to use employer-specified network physicians for the entire duration of their treatment.
- Establishment of an independent medical review process so that doctors, not lawyers, make treatment decisions.
- Permanent and total repeal of the primary treating physician presumption.
- Allows workers to seek immediate medical treatment, reducing the potential for expensive litigation in the system. This provision does not expand benefits beyond those allowable in current law.

**\*\*This update is brought to you exclusively as a CSDA member benefit\*\***  
CSDA...keeping special districts informed!

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To: [eminter@placentialibrary.org](mailto:eminter@placentialibrary.org)  
From: [gneill@cnda.net](mailto:gneill@cnda.net)  
Subject: Write to Your Legislators Re: Special District Reform Legislation (SB1272)

Below you will find a sample letter on Senate Bill 1272 by Senator Deborah Ortiz relating to special district reform. This bill will be heard in the Senate Local Government Committee in only a few days, and they need to know what we think of it! Please fill in the blank parts of this letter with the relevant information, such as your district's name, and fax it to the individuals listed below the letter. If you feel you cannot fax it to all of them, the most crucial are those with asterisks by their names. To be listed on the Senate Local Government Committee analysis, all letters must be received by Peter Detwiler by the close of business Wednesday.

To find the text of the bill, go to [www.leginfo.ca.gov](http://www.leginfo.ca.gov), click on 'Bill Information' and search for the bill number.

Remember, your own words are always best! So feel free to modify the letter for your district and add other issues relating to SB 1272 as you see fit.

Thank you for your prompt attention to this most important bill.

Geoffrey Neill  
Public Affairs Assistant  
California Special Districts Association  
877/924-CSDA  
[gneill@cnda.net](mailto:gneill@cnda.net)

The Honorable Tom Torlakson, Chair  
Senate Committee on Local Government  
State Capitol, Room 5061  
Sacramento, CA 95814

**Re: Senate Bill 1272 (Ortiz) -- Oppose Unless Amended**

Dear Senator Torlakson:

On behalf of (DISTRICT NAME), I am writing to register the district's opposition to SB 1272 (Ortiz), which relates to special district reform, as amended \_\_\_\_\_. (DISTRICT NAME) joins the California Special Districts Association and special districts from throughout the state in respectfully opposing this bill.

We support practices that ensure high ethical standards, judicious use of district funds and whistleblower protections. We also appreciate the April 12<sup>th</sup> amendments agreed to by the author that improve several elements of the bill. However, there are still a number of provisions in the bill that require us to oppose SB 1272 at this time.

One key provision involves new compensation and meeting restrictions for members of district boards



of directors. The service area and budget resources of special districts in California vary widely, and SB 1272's "one-size-fits-all" approach does not take that into account. In some cases, SB 1272 greatly *expands* the amount some districts can pay directors under their enabling legislation. Other districts will find it difficult to send directors to state regulatory hearings, outside meetings on behalf of the district, and educational events at which they can learn about practices and technology that will benefit district residents.

Just as in the private sector, we believe it is proper and essential to offer appropriate compensation for directors who may have to take time off work to attend legitimate district events. We also support the option of offering benefits, which would not be allowed under SB 1272, as an incentive to recruit quality and involved residents on district boards.

[ADDITIONAL LOCAL DISTRICT TEXT HERE]

While we must regretfully oppose SB 1272 at this time, it is our desire to work with Sen. Ortiz to address our remaining concerns with this bill. We appreciate your assistance and will be happy to provide you with any additional information you may need regarding our Oppose Unless Amended position on this legislation.

Sincerely,

XXXXX

cc: The Honorable Deborah Ortiz  
Honorable Members, Senate Committee on Local Government  
Peter Detwiler, Consultant, Senate Committee on Local Government  
Ryan Eisberg, Republican Consultant, Local Government Issues

**Fax your letter to members of the Senate Committee on Local Government**

*Tom Torlakson, Chair	State Capitol, Room 5061	916-445-2527
Bob Margett, Vice Chair	State Capitol, Room 3082	916-324-0922
Dick Ackerman	State Capitol, Room 4066	916-445-9754
Dennis Hollingsworth	State Capitol, Room 2048	916-447-9008
Mike Machado	State Capitol, Room 3086	916-323-2304
Don Perata	State Capitol, Room 313	916-327-1997
Nell Soto	State Capitol, Room 4074	916-445-0128

**Fax a copy to Senator Deborah Ortiz**

\*Senator Deborah Ortiz      State Capitol, Room 5114      916-323-2263

**Fax a copy to Committee Consultants**

*Peter Detwiler	State Capitol, Room 410	916-322-0298
Ryan Eisberg (Republican)	1020 N Street, #234	916-445-3105

**All capitol offices are located in Sacramento, CA 95814**

**\*Fax a copy to your local Senator if they are not a member of the Senate Committee on Local Government.**

To: eminter@placentalibrary.org  
From: gneill@csda.net  
Subject: CSDA Weekly Legislative Update for April 2, 2004

CSDA Legislative Information

## **CSDA Weekly Legislative Update for April 2, 2004**

### **LOCAL INITIATIVE CHUGGING ALONG**

Proponents of the Local Taxpayers and Public Safety Protection Act report that they are about 2/3 of the way to their signature-gathering goal of 1 million. With just under two weeks to go until they turn them in to county registrars for qualification, they have collected over 600,000 signatures.

The campaign also reports a number of new endorsers, including the California Association of Sanitation Agencies; the American Federation of State, County and Municipal Employees (AFSCME), a member of AFL-CIO; the California Association for Local Economic Development; and many more. Several California legislators have already endorsed the measure, including Russ Bogh, Ellen M. Corbett, Jeffrey Denham, Bob Dutton, Bonnie Garcia, Guy S. Houston, John Longville, Barbara Matthews, Gene Mullin, Allan Nakanishi, Nicole M. Parra, Tom Torlakson and Patricia Wiggins.

The campaign also reports having a successful fundraising event in Redondo Beach on Wednesday, March 31, and is looking forward to upcoming fundraisers in Tustin, Riverside and Napa Valley.

For more information about the Local Initiative, visit [www.ProtectLocalServices.com](http://www.ProtectLocalServices.com).

### **SENATORS MEET TO DISCUSS TAX SWAPS**

On Wednesday, the Local Government Member Working Group met to discuss tax swaps and local financing options. Attending were Senators Torlakson, Johnson, Ducheny and Margett. Assembly Members Campbell and Steinberg were also present to discuss their constitutional amendments that they introduced yesterday. Assembly Constitutional Amendment # 30 embodies the measure, which would realign sales tax, vehicle license fee (VLF) and property tax revenues among cities, counties and schools. Senators Torlakson and Johnson announced that they introduced Senate Constitutional Amendments # 21 and # 22, both relating to local government finance. Senator Torlakson also announced that the Senate Local Government Committee will consider the Senate Constitutional Amendments on April 14, along with a discussion on the concepts raised by the Working Group over the past month.

### **SPECIAL DISTRICT "REFORM" MEASURE TO UNDERGO AMENDMENTS**

Following a meeting on Thursday with Senator Ortiz' staff and interested parties, including CSDA, it appears that Senate Bill 1272 will undergo significant amendments prior to its first hearing on April 21 in the Senate Local Government Committee. A number of forthcoming amendments will greatly improve provisions contained in the introduced version of SB 1272, but much work remains to enable CSDA to remove its opposition to the bill as introduced.

### **FIRE EQUIPMENT SALES TAX BILL CONSIDERED**

On Wednesday, the Senate Revenue and Taxation Committee considered Senate Bill 1126 by Senator Tom McClintock, which would exempt specified purchases by local fire protection agencies (including special districts) from the state's sales tax. The Committee received testimony and postponed a vote until a later hearing. The Board of Equalization estimates that such an exemption would cost the state's

General Fund \$16.5 million annually.

**CSDA'S GOVERNMENT AFFAIRS DAY AND LOCAL LEGISLATIVE ACTION DAYS  
THE SHERATON GRAND HOTEL, SACRAMENTO, MAY 12-13, 2004**

In an effort to present a united front, CSDA has partnered our Government Affairs Day (GAD) with the LOCAL Coalition's Legislative Action Days. GAD will prepare you to address all the changes this year has to offer and equip you to plan for your district's future. CSDA is sending out the rallying cry for all special district representatives to embrace their role as a crucial element to the government system, and to understand that only when working together can we truly fulfill our legislative potential.

We have an exciting line up of speakers to address the proposed changes that will affect your special district. Some of the confirmed speakers are Senator Deborah Ortiz speaking on her Special District Reform Legislation (SB 1272) and the Honorable John Garamendi will address Worker's Compensation Reform. Ralph Heim, CSDA Legislative Advocate, will apprise you of all the goings-on in the State Capitol and provide you with an up-close-and-personal perspective that only he can provide.

For a detailed agenda and to register for this important program, please watch your mail for a brochure or follow this link to learn more online: [www.csda.net/GAD\\_reg.htm](http://www.csda.net/GAD_reg.htm).

**\*\*This update is brought to you exclusively as a CSDA member benefit\*\*  
CSDA...keeping special districts informed!**

1215 K Street, Suite 930 \* Sacramento, CA 95814  
(916) 442-7887 \* (916) 442-7889 fax  
(877) 924-CSDA \* [www.csda.net](http://www.csda.net)


To: eminter@placentiallibrary.org

From: gneill@cgsda.net

Subject: CSDA Weekly Legislative Update - March 26, 2004

Date: Fri, 26 Mar 2004 16:37:25 -0800

X-OriginalArrivalTime: 27 Mar 2004 00:43:04.0093 (UTC) FILETIME=[76B5CCD0:01C41394]

 CSDA Legislative Information

## CSDA Weekly Legislative Update - March 26, 2004

### Senators Meet on Special Districts

On Thursday, March 26, the group of Senators working on local government finance/reform issues met to discuss special districts. The entire session was devoted to discussing a host of special district issues, including, but not limited to, (1) the number of special districts – independent and dependent; (2) services provided by special districts; (3) special district reserves; (4) property tax revenues of enterprise special districts; and (5) a presentation by CALAFCO relating to service reviews and issues surrounding consolidation of special districts.

Senators attending Thursday's session were Senators Tom Torlakson, Ross Johnson and Bruce McPherson. The next meeting of this working group is March 31 and the agenda will focus on proposals relating to "swaps" of sales/VLF/property tax between cities and counties. We also learned from Assembly Member Steinberg's staff that special districts will be included in the revenue protection provisions of the constitutional amendment that Assembly Members Steinberg and Campbell will introduce shortly. Their constitutional amendment will mirror the provisions of the so-called "Hertzberg Home Rule" initiative, principally drafted by former Assembly Speaker Hertzberg.

Finally, Senator Torlakson announced that the Senate Local Government Committee would begin hearings on the issues considered by the Senators over the past few weeks, with the first hearing scheduled for April 14.

### Special District Reform Legislation – SB 1272 (Ortiz)

After reading of one local special district's criminal practices in the Sacramento Bee, Senator Ortiz (D – Sacramento) decided to carry a special district reform bill, now published as SB 1272. The original text of this bill only dealt with auditing standards, but was amended this week (as expected) to include a far broader range of issues, including governance and conflict of interest. The bill, as amended, went into print Wednesday. Here is a summary of the long-awaited amendments:

1. Require the governing board of each district to conduct an annual ethics orientation course;
2. Require each board member to attend ethics orientation at least once every 2 years;
3. Strengthen conflict of interest provisions;
4. Provide whistleblower protections and penalize, with up to \$10,000 fines, for reprisals or intimidation of employees or persons reporting questionable actions;
5. Limit compensation to \$100 per meeting/limit of 6 meetings per month. Meeting is re-defined to fall under the Brown Act;
6. Limit reimbursement to state reimbursement rates;
7. No special district may provide health, group life and welfare benefits to directors elected/appointed after January 2005, unless the director pays 100% of listed benefits;
8. Require IRS accountable plan for reimbursements—all reimbursements must be backed-up by receipts;
9. Require auditor to meet directly with board in open session;
10. Require districts to change auditors/accounts every 5 years;

11. Revoke the authority of auditors to conduct audits for 3 years when an independent audit finds that they failed to conduct a thorough and complete audit;
12. Require the auditor to promptly notify the state controller of any compliance violations;
13. Authorize the state controller to audit any district that is not in compliance with prescribed standards at the expense of the district.

This summary was provided by Senator Ortiz's office. Senate Bill 1272 will be heard on April 21 by the Senate Local Government Committee.

We need to hear from you about how SB 1272 will affect your district. Write to us at [gneill@csla.net](mailto:gneill@csla.net) or CSDA, 1215 K St., Ste. 930, Sacramento, CA 95814 and tell us what you think of the bill. Please try to be as constructive and as specific as possible. We want to know how this bill would affect your district financially, and how you think the bill could be improved, if at all. Remember, the sooner we get your comments, the better chances we have of using them in a productive way. You can find the text of the bill by going to [www.leginfo.ca.gov](http://www.leginfo.ca.gov), then clicking on "Bill Information" and searching for 1272. If you do not have internet access, or have troubles with that site, call us at 877/924-CSDA (2732) and we can fax or mail the bill to you.

To unsubscribe from these email updates, or to sign up others from your district (the more the merrier!), please contact Geoffrey Neill at [gneill@csla.net](mailto:gneill@csla.net) or toll-free at 877.924.CSDA (2732). Please specify your district, your position with the district and your email address in all communication.

**\*\*This update is brought to you exclusively as a CSDA member benefit\*\***  
CSDA...keeping special districts informed!

1215 K Street, Suite 930 \* Sacramento, CA 95814  
(916) 442-7887 \* (916) 442-7889 fax  
(877) 924-CSDA \* [www.csla.net](http://www.csla.net)

From: "Jeri Takeda" <jtakeda@mcls.org>  
 To: "'MCLS/SLS/SSCLS/Associate Member Directors'" <mclshq@mcls.org>  
 Cc: "Susan McGlamery ...snip...  
 "smacgregor" <smacgregor@mcls.org>, "palger" <palger@mcls.org>  
 Subject: FW: [CALIX:2114] NEWS FROM THE CAPITOL

-----Original Message-----

>From: owner-calix@listproc.sjsu.edu  
 >[mailto:owner-calix@listproc.sjsu.edu] On Behalf Of Susan Negreen  
 >Sent: Tuesday, March 30, 2004 5:46 PM  
 >To: CLA Listserve- CALIX  
 >Subject: [CALIX:2114] NEWS FROM THE CAPITOL  
 >  
 >March 30, 2004  
 >  
 >TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS  
 >  
 >FROM: Mike Dillon, CLA Lobbyist  
 > Christina Dillon, CLA Lobbyist  
 >  
 >RE: NEWS FROM THE CAPITOL  
 >  
 >  
 >I. LIBRARY BOND BILL PASSES FIRST COMMITTEE WITH BI-PARTISAN  
 >SUPPORT  
 >  
 >Last week, the Senate Education Committee considered SB 1161 by Senator  
 >Dede Alpert (D-San Diego) which would provide \$2 billion in general  
 >obligation bonds for the construction and renovation of public  
 >libraries, subject to voter approval on the November 2004 ballot. In  
 >her opening remarks, Senator Alpert, who is also a member of the Senate  
 >Education Committee, called SB 1161 "a very important measure for  
 >California's libraries." She then noted that while Proposition 14,  
 >approved by the voters in 2000, to provide \$350 million in bonds for  
 >library construction, has been "a wonderful thing for library  
 >communities around the state.there were \$550 million worth of requests  
 >in the last cycle." Senator Alpert, as a member of the bond  
 >construction board, has been troubled by the enormous amount of requests  
 >for funding, and the inability to award a sufficient number of grants  
 >due to the lack of available bond dollars.  
 >  
 >Noting the sensitivity of the state's current fiscal climate, Senator  
 >Alpert acknowledged that the "\$2 billion contained in the measure now is  
 >a dream, and probably an unrealistic one. However, I hope to keep the  
 >measure alive and continue talks with the legislature and the  
 >Administration." Senator Alpert said that she would be willing to  
 >consider different structures for the bond, such as placing half of the  
 >dollar amount on the November ballot, and the second half on the March  
 >2006 ballot, similar to what was done with the school bond. She added,

>"Because we waited a decade to put a library bond on the ballot, we had  
>so much pent up demand." Senate Education Chair, Senator John  
>Vasconcellos noted that if Senator Alpert was hoping to place SB 1161 on  
>the November ballot, "We would have to move it through the process  
>quickly, although I am not opposed to doing that."

>  
>Testifying in support of the measure was Anne Cain, CLA Legislative  
>Chair and Contra Costa County Library Director; Ann Cousineau, Chair of  
>the 2000 bond effort and Solano County Library Director; and Susan  
>Hildreth, CLA President and San Francisco Public Library Director. The  
>lobbyist for the school library association, Jeff Frost, also lent his  
>support, calling the joint use piece of the existing bond "very  
>beneficial."

>  
>Senator Vasconcellos, as a courtesy, allowed Senator Alpert to put her  
>bill up for a vote, rather than place the bill on the traditional  
>Education Committee "suspense file," due to its large cost. He added,  
>"SB 1161 is not going to suspense because to fast track it to the  
>ballot, Senator Alpert needs to negotiate with the Governor." The bill  
>passed out on a bi-partisan, unanimous vote of those present, with the  
>following Senators voting "aye:" Chairman Vasconcellos, Vice Chair  
>Bruce McPherson, Richard Alarcon, Dede Alpert, Wes Chesbro, Jeff Denham,  
>Betty Karnette, Pete Knight, Gloria Romero, and Jack Scott.

>  
>II. ASSEMBLY HEARING ON TELECONNECT FUNDING - ASSEMBLYWOMAN  
>PROPOSES BUDGET LANGUAGE REGARDING MANDATORY INTERNET FILTERS

>  
>Last week the Assembly Budget Subcommittee Number 4 on General  
>Government met to consider the issue of the Teleconnect Program under  
>the Public Utilities Commission budget. As the background paper for the  
>subcommittee hearing references, "The Teleconnect Program provides  
>discounts on telephone service, and other advanced telecommunication  
>services that provide access to the Internet (such as DSL services) to  
>schools, libraries, and qualifying hospitals, health clinics, and  
>community-based organizations. Currently, the program provides a 50  
>percent discount regardless of the particular qualifying service or  
>recipient. The service carrier applies this discount to the qualifying  
>entity's telecommunications bill. The service carrier then submits  
>claims to the PUC to be reimbursed for the discounts provided."

>  
>The issues before the subcommittee were: 1) Is the Teleconnect Program  
>successful, and if so, should it be continued? 2) The legislature  
>"borrowed" \$150 million from the program last year to help balance the  
>state Budget. Should General Fund dollars be provided to help backfill  
>the "loan" that has yet to be repaid to the Teleconnect Fund, and should  
>the PUC use its authorization to increase the surcharge rates? 3)  
>Should libraries participating in the Teleconnect Program be required to  
>participate in E-Rate as a condition of receiving funding? 4) Should  
>Teleconnect discounts be targeted based on need (e.g. inner cities,  
>rural areas, low-income communities, etc.)?

>

>Currently, the Department of Finance is recommending that the  
>subcommittee neither authorize a modest backfill for the Teleconnect  
>Program, nor authorize the PUC to increase the surcharge on rates to  
>fund the program. Subcommittee Chairman, Assemblyman John Dutra  
>inquired of the DOF, "Is it your intent to kill the program?" The  
>representative from Finance stated, "No, but the PUC data and the actual  
>expenditures have been wildly different. We are not comfortable making  
>a finding that the PUC needs additional funds." The PUC has received  
>complaints that the Teleconnect should not have had such a significant  
>unspent surplus of over \$150 million last year, when the dollars were  
>supposed to be available for schools, libraries, and other applicants.  
>Chairman Dutra told the DOF, "Without the surcharge, it kills the  
>program. There is no impact on the General Fund. And, unless you are  
>going to write a check personally, it kills the program." The  
>Department countered, "We feel they can restructure the program and do  
>it within existing resources." The PUC agreed that there have been  
>problems with the accounting side of the Teleconnect Fund, noting that  
>the "numbers have been all over the map. The problem is invoices from  
>carriers, etc. We think it is resolved now." Subcommittee member,  
>Assemblywoman Sarah Reyes argued, "Isn't it true they can get E-Rate  
>dollars? It is a much easier process than Teleconnect. I agree with  
>the Administration that we can't ever get accurate information from the  
>PUC. There was a huge surplus unused last year and we took it. It is  
>frustrating knowing that some can go to E-Rate under the easier system."

>  
>The comments by Assemblywoman Reyes sparked opposition from the school,  
>library, and community-based organization representatives, who countered  
>that E-Rate applications are incredibly difficult and complicated to  
>fill out - with even the Department of Finance representative adding  
>that it takes 40 hours to complete the application. During testimony by  
>CLA, we added that in addition to the complexity of the applications,  
>many libraries choose to not participate in E-Rate because it requires  
>filtering of Internet terminals as a condition of receiving funds, and  
>CLA believes filtering is a local control issue. Almost immediately  
>after CLA had concluded testimony, Assemblywoman Reyes stated, "I am  
>supportive of Budget Trailer Bill language to require filters in  
>libraries as a condition of receiving Teleconnect Funds. There is no  
>reason children should be looking at porn. Mr. Bermudez (referencing  
>subcommittee member Assemblyman Rudy Bermudez) and I were just talking  
>about it." (It should be noted that Assemblywoman Reyes authored  
>legislation in 2001 to require libraries that receive state funds and  
>provide Internet access to minors to purchase, install, and maintain  
>filtering software that limits access to obscene or pornographic  
>material. The bill was strongly opposed by CLA, and ultimately died in  
>the Assembly Appropriations Committee.) The subcommittee did not  
>address Assemblywoman Reyes' comments regarding Internet filters, but  
>CLA will be working to oppose any efforts to link the Teleconnect funds  
>with mandatory installation of Internet filters.

>  
>Lastly, Assemblywoman Reyes noted that she would "not be supporting  
>anything on the digital divide until some of my communities take part in



>this [Teleconnect Program]." She highlighted several communities in the  
>Fresno area including Mendota and others that "aren't connected and  
>don't even have a library." Note: CLA was subsequently told that  
>Mendota is serviced by the Fresno County library.

>  
>If you would be affected by Assemblywoman Reyes' proposal, please take a  
>moment today to write Assembly Budget Subcommittee Chair, John Dutra and  
>urge he and his subcommittee reject efforts to draft Budget Trailer Bill  
>language linking the Teleconnect Fund eligibility to the mandatory  
>installation of Internet filters.

>  
>The Honorable John Dutra  
>Chair, Assembly Budget Subcommittee Number 4 on General Government  
>State Capitol  
>Sacramento, CA. 95814

>  
>  
>III. SENATE LOCAL GOVERNMENT WORKING GROUP - DISCUSSION OF SPECIAL  
>DISTRICTS AND MORE FINANCING "TOOLS" FOR LIBRARIES?

>  
>Recently we reported that Senator Tom Torlakson has engaged a working  
>group of city, county, and special district lobbyists to assist him and  
>other members of the Senate Local Government Committee in coming up with  
>a massive local government reform plan that would protect local revenue  
>and perhaps give locals more tools and discretion over their funding.  
>Last week, Senators Torlakson, Ross Johnson, and Bruce McPherson, along  
>with the working group, heard presentations regarding special districts:  
>what constitutes an "enterprise" district vs. a "non enterprise"  
>district, how many are reliant upon the property tax, and what kind of  
>services they provide.

>  
>During discussion regarding removing special districts from the property  
>tax, the lobbyist representing the special districts noted that fire  
>protection districts are 70% reliant on the property tax, and mosquito  
>vector control at 80%. CLA added that the libraries, most notably the  
>so-called "ERAF Orphan" libraries, that are heavily dependent upon the  
>property tax, would suffer tremendously. Senator Torlakson posed the  
>question, "Why should you all be exempt from a property tax shift?" A  
>representative from the water agencies responded, "Independent special  
>districts did not create the state's spending problem. Please don't  
>come to local taxpayers and ratepayers to solve the problem."

>  
>The last portion of the meeting focused on the debate between fees and  
>taxes. Senator Torlakson noted, "With the fees, you don't have  
>Proposition 218 issues, you go to ratepayers, you have hearings, etc.  
>Do the cities, counties and special districts need better tools like  
>fees or taxes? Is there consensus with the cities, counties, and  
>special districts regarding enabling local governments to face voters  
>with proposals using a lower vote threshold, where the tax is targeted  
>for specific services?" The representative for the California State  
>Association of Counties noted that the constitution currently requires a

>2/3rds vote for a specific tax, and only a majority vote for a general  
>tax increase, (the "Trust Me Taxes") when history shows it should be  
>just the opposite. Senator Torlakson later asked, "Regarding  
>libraries, for example - why not a 55 percent vote for passage of their  
>issues? Why not put that on the table? Why should just schools have  
>that authority? Libraries provide important educational, after-school  
>services. This Governor is very big on after-school programs. One  
>school in my district, shut down the school library and there are no  
>after school services because of the \$2 billion cut to Proposition 98  
>(school funding). Can we give more tools to libraries, and parks and  
>recreation districts?" We thanked Senator Torlakson for raising the  
>issue, and said that we would welcome additional revenue raising options  
>for libraries.

>  
>Senator Torlakson concluded by noting that the working group would spend  
>the next meeting, (to be held later this week) addressing the issue of  
>revenue swaps (i.e. trading a portion of the sales tax and the vehicle  
>license fee, for an equivalent amount of the property tax). He said  
>that the intent of the working group was to get as much work  
>accomplished before the legislature's Easter Break, which commences  
>April 2 and runs through April 11. Senator Torlakson is proposing to  
>have recommendations incorporated into a legislative vehicle by April  
>14. We will keep you posted as details continue to develop relative to  
>the working group.

**FOR IMMEDIATE RELEASE**

April 1, 2004

**CONTACT:** Sarah Dalton  
916/654-1483

## **State Librarian of California, Dr. Kevin Starr Retires April 1, 2004**

**SACRAMENTO** — Effective today, April 1, 2004, Dr. Kevin Starr is retiring as State Librarian of California after ten years of service at the California State Library.

Commenting on his tenure at the California State Library, Starr says, "For the past decade, it has been my honor and privilege to serve the people of California through librarianship. In the ten years that I've been State Librarian, I've tried to increase the visibility of the California State Library and the public libraries of California as these institutions serve the people and the heritage of our great state."

Governor Arnold Schwarzenegger has named Starr "State Librarian Emeritus." Governor Schwarzenegger says in an official proclamation to Starr that

"Your commitment to our state has earned you the respect and deep appreciation of your students, colleagues and fellow Californians. Therefore, it is my distinct honor to bestow on you the title of State Librarian Emeritus."

Starr said it has been his "pleasure to work with Governor Schwarzenegger and First Lady Maria Shriver." "As brief as our relationship has been," Starr says, "I am convinced that they will each find a place of honor in the history of our great state."

About his plans for the future, Starr says he will teach full-time at the University of Southern California, Department of History. Starr reports "three books under contract, one of which will complete my *Americans in the California Dream* series."

### **Biographical Sketch of Dr. Kevin Starr:**

Kevin Starr is the seventh State Librarian of California since 1900. After graduation from the University of San Francisco in 1962, Starr served two years as a lieutenant in a tank battalion in Germany. Upon release from the service, Starr entered Harvard University where he took his MA degree in 1965 and his PhD in 1969 in American Literature. He also holds the Master of Library Science degree from UC Berkeley and has done post-doctoral work at the Graduate Theological Union. Starr has served as the City Librarian of San Francisco.

Starr currently holds the rank of University Professor at the University of Southern California in Los Angeles and, is a contributing editor to the Opinion section of the Los Angeles Times. The author of numerous newspaper and magazine articles, Starr has written ten books, six of which are part of his *Americans* and the *California Dream* series. His writing has won him a Guggenheim Fellowship, membership in the Society of American Historians, and the Gold Medal of the Commonwealth Club of California.

###



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *ZDM*  
**SUBJECT:** Two Percent Assessment Appeal Case  
**DATE:** April 26, 2004

**BACKGROUND:**

The California Court of Appeals ruled in favor of Orange County, and all of its taxing agencies, on March 26, 2004.

This ruling could be appealed to the California Supreme Court. The appeal would need to be filed by the end of April 2004 so we should know soon if this process is at an end.

The newspaper coverage is included in Attachments A and B.

**RECOMMENDATION:**

Receive & File



NewsBank InfoWeb

America's Newspapers

Estimated printed pages: 3

The Orange County Register

March 27, 2004

Edition: 1

Section: News

Page: Jump

County had \$413 million at stake Case file // The issue: Could property valuations rise more than 2 percent in a given year?

Author: DENNIS FOLEY

Article Text:

Taxpayer-advocate groups and government leaders statewide have been waiting for Friday's appeals-court ruling in an Orange County case that challenged an interpretation of Proposition 13.

Q. What was at issue?

A. Each year, the county assessor evaluates every parcel of **property** and sends notices to **property** owners setting the taxable value.

He was challenged by one **property** owner who was assessed a 4 percent increase over the prior year.

That **property** owner, attorney Robert Pool of Seal Beach, said Prop. 13 limited increases to 2 percent.

Assessor Webster Guillory argued that the state constitution and **tax** code allowed assessors to increase values more than 2 percent in some years to recapture value lost during poor market conditions.

Q. How did we get to this point?

A. Pool won his challenge with a county assessment appeals board, which meant he was owed a refund of \$100.

But the county sued its appeals board, which opened the door for Pool to join the suit in Superior Court.

Superior Court Judge John M. Watson sided with Pool, and late in 2001 ruled the assessor's practice unconstitutional.

Early in 2002, Guillory asked the county Board of Supervisors to appeal the case.

Supervisors refused, but they allocated money for Guillory to hire his own attorneys to do so. Supervisors also allocated money to Treasurer-Tax Collector John Moorlach, who would have to process any **tax** refunds that might result from the case.

Q. What's at stake?

A. Plenty. A year ago, county Auditor-Controller David Sundstrom calculated how much money would be returned to taxpayers if every person whose values had been increased through the disputed method were given a full refund. His estimate: \$413 million. Further, the county's **property-tax** base would be reduced \$167 million, shrinking future **tax** receipts. If applied statewide, the estimated refunds to taxpayers totaled \$10 billion. Using Watson's interpretation also would have changed the way all 58 county assessors do things. Moorlach said a \$10 billion reduction in government revenue, given the state's current financial troubles, would have forced Gov. Arnold Schwarzenegger and the Legislature to raise **taxes**.

Q. What about individual taxpayers?

A. Every case would be different, but for Jacob Paperman of Placentia, the refund would have amounted to about \$250 a year since his 2000-2001 home assessment, which increased 17.5 percent. His home's value declined in the mid-1990s and has increased by 2 percent or less every year except 2000-2001.

"It just seemed so large an increase," said Paperman, 78, a retired California State University, Fullerton, accounting professor. "I guess I can afford it. I won't say I am entirely disappointed by the court's ruling. With the current state of finances, the county would have been near financial disaster."

John Coupal, head of the Howard Jarvis Taxpayer Association, called Friday's decision "unfortunate for taxpayers. This is a warning to anyone who has received a reduction that assessors throughout California will be ratcheting up **property taxes**."

Q. So, is this case over?

A. Unknown. Pool said he will file a petition to the state Supreme Court, which he can do in about 30 days. "But the harsh reality is that the Supreme Court receives about 1,000 petitions of appellate cases a year and selects about 100," he said. "It's entirely in their discretion."

Still, he said, "it ain't over until it's over, as they say."

Q. Who's paying for all this?

A. The appeals court ruled that each side must pay its own legal expenses. Pool was represented by partners in his law firm.

The assessor has spent \$950,000 defending his practices and the treasurer more than \$271,000 arguing that he should not be part of the suit and that it should not be a class action.

That was **tax** money.

(714) 285-2862

or dfoley@ocregister.com.



Case file

Background: Superior Court Judge John M. Watson startled government officials when he ruled in 2001 that the assessor was violating Proposition 13's constitutional limit by increasing some **property** owners' home values by more than 2 percent in a given year.

Assessors statewide have been lowering **property** assessments during down market years and recouping values when the economy improved.

Assessor Webster Guillory appealed, and the county auditor estimated that if Watson's ruling stood, local governments and schools might be liable for refunds to taxpayers of \$413 million.

What's new: The 4th District Court of Appeal in Santa Ana ruled unanimously that Watson erred, supporting the assessor's practice. Read the ruling at [www.courtinfo.ca.gov/courts/courtsofappeal/4thDistrictDiv3/](http://www.courtinfo.ca.gov/courts/courtsofappeal/4thDistrictDiv3/).

What's next: Possible appeal to California Supreme Court.

Memo:

assess.s0327

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Record Number: 66987426

Article Bookmark(OpenURL Compliant):County had \$413 million at stake Case file // The issue: Could property valuations rise more than 2 percent in a given year?  
(The Orange County Register, March 27, 2004)  
[http://docs.newsbank.com/openurl?ctx\\_ver=z39.88-2004&rft\\_id=info:sid/iw.newsbank.com:NewsBank:OCRB&rft\\_val\\_format=info:ofi/fmt:kev:mtx:ctx&rft\\_dat=101C8BDF79DBF97A&svc\\_dat=InfoWeb:aggregated3&req\\_dat=0DD3136CACE4DEA](http://docs.newsbank.com/openurl?ctx_ver=z39.88-2004&rft_id=info:sid/iw.newsbank.com:NewsBank:OCRB&rft_val_format=info:ofi/fmt:kev:mtx:ctx&rft_dat=101C8BDF79DBF97A&svc_dat=InfoWeb:aggregated3&req_dat=0DD3136CACE4DEA)

NewsBank InfoWeb

**America's Newspapers**

Estimated printed pages: 1

The Orange County Register

March 27, 2004

Edition: 1

Section: News

Page: Cover

State dodges bullet as court rejects property tax refunds // Seal Beach homeowner's earlier Prop. 13 victory had put billions in California coffers at risk.

Dateline: SANTA ANA

Article Text:

SANTA ANA An appeals court ruling on Friday snuffed out a nascent effort by local tax fighters to change how property taxes are calculated, saving the state billions of dollars in refunds -- at least for now.

The 4th District Court of Appeal overturned a December 2001 decision by Superior Court Judge John M. Watson that said Proposition 13 limits property assessment increases to 2 percent in any year. The appeals court said Watson's ruling defied the state constitution, amended by Proposition 8, a refinement of Prop. 13 that allows increases greater than 2 percent to make up for property value lost during slumping or stagnant years.

Had the earlier ruling stood, county taxpayers would have been entitled to more than \$400 million in refunds. Statewide, refunds were estimated at \$10 billion. Given the state's budget crisis, that likely would have forced the governor and the Legislature to raise taxes, county Treasurer-Tax Collector John Moorlach said.

Losing Seal Beach homeowner Robert Pool plans to appeal.

(714) 285-2862 or [dfoley@ocregister.com](mailto:dfoley@ocregister.com).

MORE ON NEWS 4

Robert Pool

Memo:

assessmain.0327

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NewsBank InfoWeb

America's Newspapers

Estimated printed pages: 4

Los Angeles Times

March 27, 2004

Edition: Home Edition

Section: California

Page: B-1

Index Terms:

ORANGE COUNTY

SANTA ANA (CA)

COURT RULINGS

PROPERTY ASSESSMENT

PROPOSITION 13 (PROPERTY TAX)

California

Prop. 13 Ruling Means No Tax Refund

Judges reverse a decision that could have made counties return \$10 billion collected under their reading of the law.

Author: Jean O. Pasco; Times Staff Writer Metro Desk

Article Text:

A state appeals court in Santa Ana on Friday spared governments across California a potential \$10-billion hit by upholding how Orange and other counties assess **property taxes**.

The 4th District Court of Appeal said the technique used by Orange County in assessing **taxes**, called recapturing, and which is also used by counties across California, is constitutional under Proposition 13, the landmark **property tax** limit approved by voters in 1978.

The process allows the **tax** assessor to increase the value of **property** above Proposition 13's annual 2% limit after it has lost value or stayed flat in previous years, in order to recover revenues lost because of the temporary market decline.

"The temporary nature of any reassessment for a decline in value cannot be overstressed," Presiding Justice David G. Sills wrote for the court.

The ruling overturns an earlier decision by Orange County Superior Court Judge John M. Watson that invalidated the commonly accepted practice.

Had the appellate court upheld Watson's ruling, the state estimated that as much as \$10 billion in **property tax** revenue would have had to have been refunded to **property** owners whose assessments increased more than 2% in a year.

The case involved Seal Beach homeowner Rob Pool, a **tax** attorney who vowed to ask the state Supreme Court to review the unanimous decision released Friday.

The appellate justices were intimidated by the possibility of a flood of refund requests, he said, which representatives for state and local government argued in court briefs that they could not afford.

"I still think it's all about the money," Pool said. "They're not dealing with the pure language of the [law]."

"For the state of California, this was proper and just," said Orange County Assessor Webster J. Guillory.

Local government officials statewide were concerned about a contrary outcome, said Tom Wilson, chairman of the Orange County Board of Supervisors.

If the justices had upheld Watson's 2001 ruling, the county's general fund would have had to repay \$18.6 million in **property taxes**, county Auditor-Controller David E. Sundstrom estimated.

"I'm sure officials all over the state are cheering," Wilson said. "This sets a precedent and gives us a measure of relief. We've had enough to deal with from the state budget."

State officials were also relieved.

"The ruling means the state doesn't have a multibillion-dollar threat to its budget," said H.D. Palmer, spokesman for the Department of Finance.

"The fiscal threat was substantial, at a time we're already trying to close a budget gap of \$14 billion."

Pool and his wife, Renee Bezaire, were sued by Orange County in 1998 after successfully arguing before a local assessment appeals board that the 4% increase in their home's assessment that year violated Proposition 13's provisions.

The couple and their attorney, Pool's law partner David Gangloff, argued that Proposition 13 limited assessment increases to no more than 2% over the previous year, regardless of whether the **property's** value had recovered from a stagnant real-estate market.

Guillory and his attorney, Robert D. Luskin, argued that the 2% annual limit applied overall to each year since the **property** was purchased.

Even if there had been a temporary drop in value, they said, assessors were allowed to "recapture" the 2% annual amount that hadn't been collected once the **property** regained its value.

The appellate court's 17-page decision sided with Guillory's argument. The 2% annual limit on **property** assessment increases, they said, was tied to the original purchase price, not to the previous year's assessment.

However, the overall increase could not exceed more than 2% for each year after the **property** was purchased or underwent major construction.

The judges did a thorough job in studying the language of Proposition 13 and a second measure, Proposition 8, which was passed in 1978, said Orange County Treasurer John M.W. Moorlach.

Proposition 8 allowed for **property** assessments to be reduced in case of fire or other disaster.

The language of Proposition 13 "was sitting there the whole time and Judge Watson didn't get it," Moirlach said.

Despite the potential loss to the county, Watson's ruling was popular among homeowners who had been hit with double-digit percentage increases in their **property** assessments.

Watson made the case a class-action, meaning it applied to all county **property** owners who had their **property** assessments recaptured.

Among those disappointed by Friday's ruling was Nedra Crocker, a retired graphics artist from Fullerton, who has appealed her home's assessment several times. After she would win a reduction in value, the county would return the following year and recapture it, she said.

"Every year is a renewed fight," she said, even as neighbors who more recently bought their homes during a period of depressed prices saw their increases rise no more than 2% each year.

In an apparent show of sympathy with homeowners, the Orange County Board of Supervisors voted 4 to 1 against appealing Watson's ruling.

Supervisors said it was up to the assessor to defend his assessment practices, and Guillory's office filed the appeal.

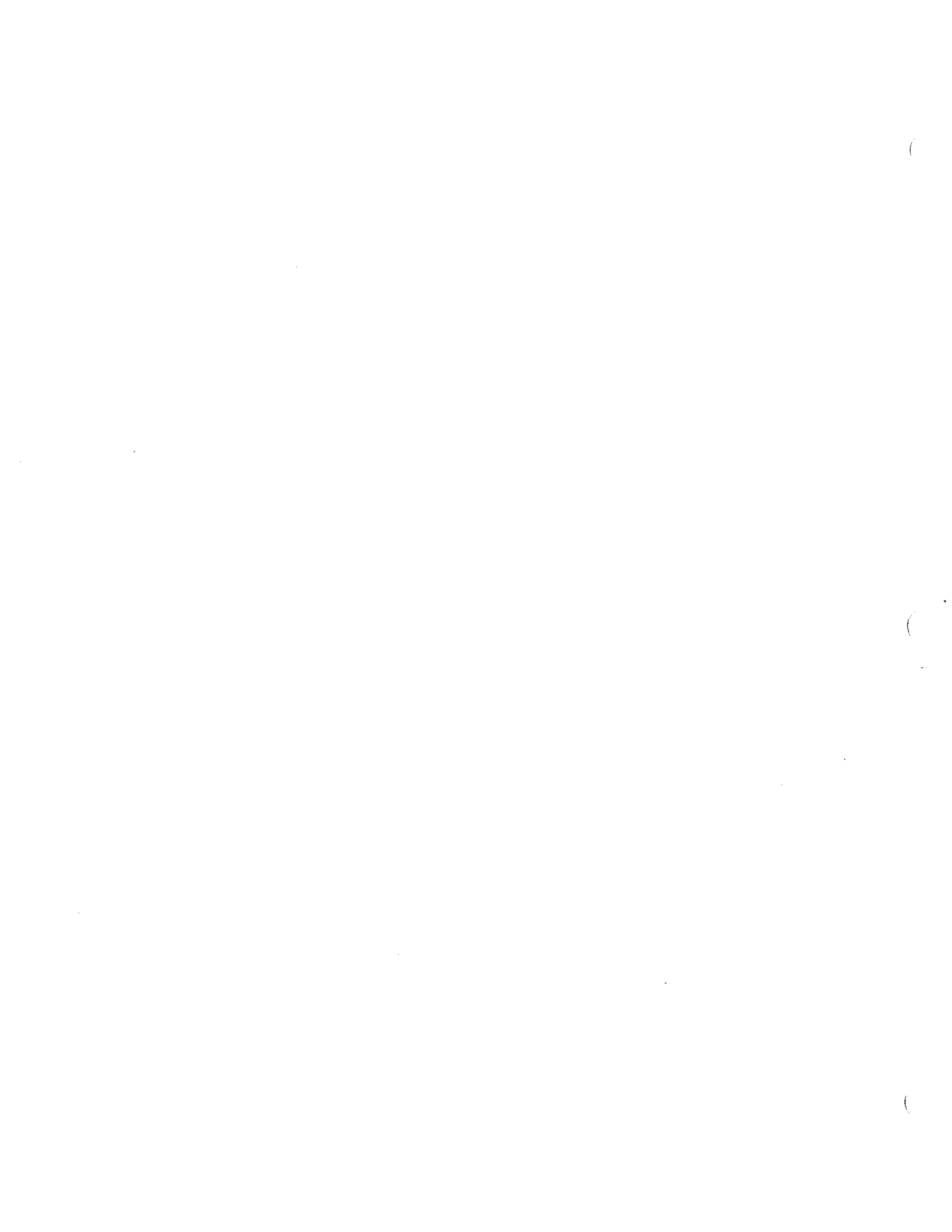
In a brief filed with the appellate court, state finance officials estimated that \$5.3 billion in refunds would have come from the state to reimburse refunds given by school districts.

County and city governments would lose \$4.7 billion from refunds and would suffer from a future drop in their **tax** base.

The state refund estimates were based on four years' worth of repayments -- the maximum allowed under the statute of limitations -- even though Watson's ruling potentially extended refunds back to 1978, the year Proposition 13 was passed.


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Record Number: 000019766

Article Bookmark(OpenURL Compliant):[CaliforniaProp. 13 Ruling Means No Tax RefundJudges reverse a decision that could have made counties return\\$10 billion collected under their reading of the law. \(Los Angeles Times, March 27, 2004\)](http://docs.newsbank.com/openurl?ctx_ver=z39.88-2004&rft_id=info:sid/iw.newsbank.com:NewsBank:LATB&rft_val_format=info:ofi/fmt:kev:mtx:ctx&rft_dat=10198F99B58C320B&svc_dat=InfoWeb:aggregated3&req_dat=0DD3136CACEC4DEA)  
[http://docs.newsbank.com/openurl?ctx\\_ver=z39.88-2004&rft\\_id=info:sid/iw.newsbank.com:NewsBank:LATB&rft\\_val\\_format=info:ofi/fmt:kev:mtx:ctx&rft\\_dat=10198F99B58C320B&svc\\_dat=InfoWeb:aggregated3&req\\_dat=0DD3136CACEC4DEA](http://docs.newsbank.com/openurl?ctx_ver=z39.88-2004&rft_id=info:sid/iw.newsbank.com:NewsBank:LATB&rft_val_format=info:ofi/fmt:kev:mtx:ctx&rft_dat=10198F99B58C320B&svc_dat=InfoWeb:aggregated3&req_dat=0DD3136CACEC4DEA)



**Agenda Item 26**

**TO:** Elizabeth Minter, Library Director

**FROM:** Jim Roberts, Public Services Manager/Literacy Coordinator 

**DATE:** April 20, 2004

**SUBJECT:** **Status of Placentia Library Literacy Services (PLLS) Partnerships with the Community.**

Provided below is a list of active PLLS partnerships/coalitions in the community. Those with an asterisk (\*) are pending and have not yet begun.

- Placentia Rotary Reading Enrichment Program (PRREP) is a coalition of the Placentia/Yorba Linda Unified School District, Placentia Rotary and the PLLS. We currently have 61 high school volunteer tutors participating in PRREP.
- Reach Out and Read is a national pediatric literacy program and a partnership with St. Jude Medical Center. At Whitten Center, two PLLS volunteers read to children of low income parents while the children are waiting to see the pediatric nurse.
- Spanish Literacy is a coalition with Placentia Human Services, Placentia Head Start, and the Library and offers Spanish literacy classes to an under-served population.
- Federal Work Study (FWS) is a partnership between Western State University College of Law and Cal State Fullerton and the Library where qualified FWS students work part-time at the Library and at Rio Vista and Ruby Drive Elementary Schools, primarily tutoring children. PLLS presently has 23 FWS staff from Western State and 7 from Cal State Fullerton for a total of 30.
- Cal State Fullerton and PLLS have two partnerships:
  1. The Department of Human Services Intern Program, and 2. Service Learning.
- PLLS and Fullerton College have a Service Learning partnership. Several instructors require 10-40 hours of community service and PLLS is a participating agency.
- *EVEN START* collaboration with Ruby Drive Elementary School during FY 2003-04 has begun.
- \*Last year, PLLS contacted Troy Tech, a specialized program at Troy High School, to be listed as a community partner in their intern program. Juniors at Troy Tech have a 150 hour intern requirement. Although we have not had any interns from Troy Tech to date, PLLS is now listed as an eligible agency.
- \*PLLS is also listed as a participating agency for interns with Valencia High School's Val Tech, but since Val Tech started this school year, there won't be any potential interns until school year 2004-05.





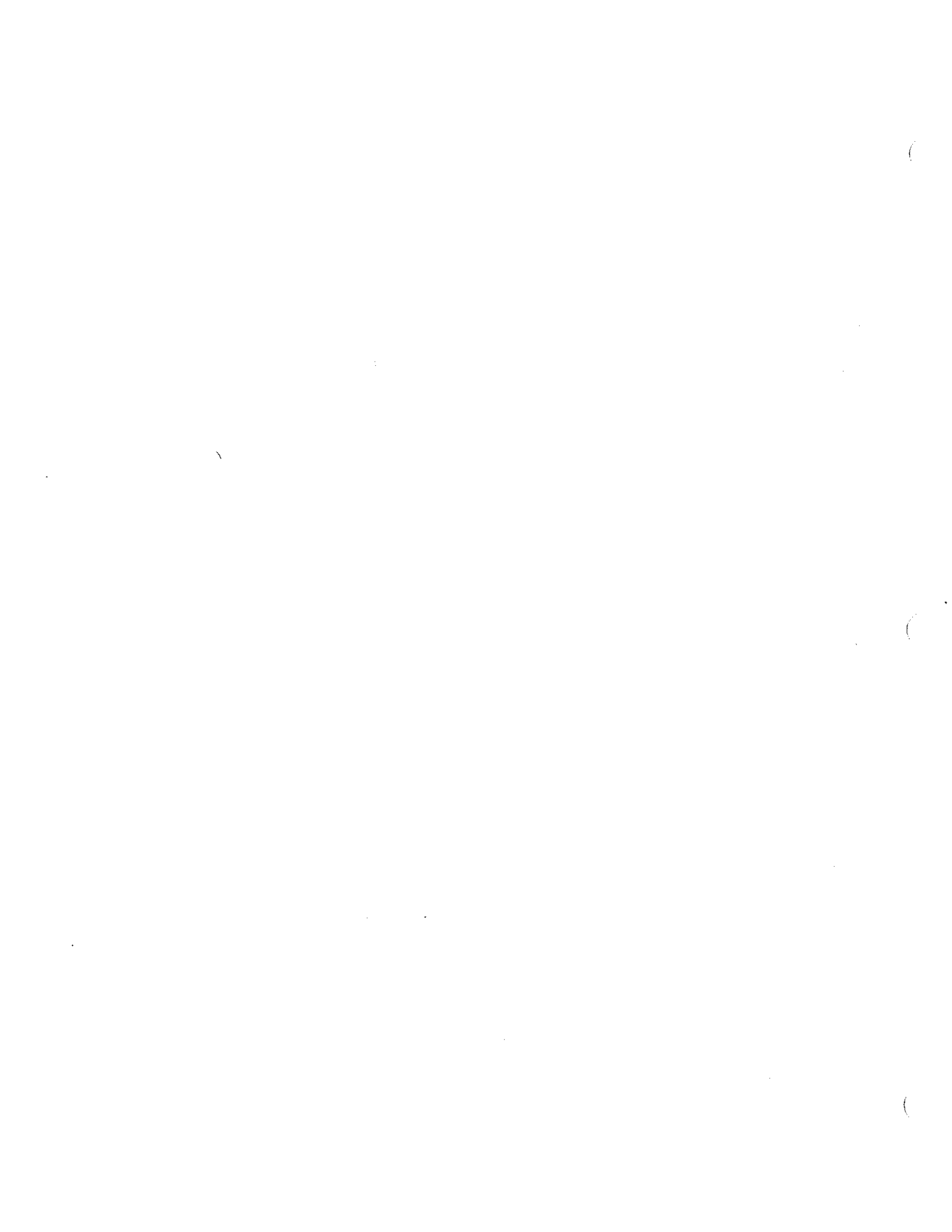
To: Elizabeth Minter, Library Director  
 From: Jim Roberts, Public Services Manager/Literacy Coordinator *JR*  
 Date: April 20, 2004  
 Subject: **Status Report on Active Grant Applications**

**Open/Received Grants**

Source	Amount Requested	Date Requested	ELLI	Spanish Literacy	FFL	Children's	AMT Received
Disney	\$5,000	6/30/03	\$5,000				
Bank of America	\$25,000	3/31/03	\$25,000				
Wells Fargo	\$2,000	5/7/03		\$2,000			\$1,000
Wells Fargo	\$2,000	6/26/03			\$2,000		
Target	\$5,000	6/25/03			\$5,000		\$2,000
Mervyn's	\$2,500	7/7/03			\$2,500		\$1,000
Mighty Ducks	\$10,000	4/16/03	\$10,000				\$10,000
Mazda	\$25,000	5/27/03	\$25,000				
Sprint	\$25,000	5/27/03	\$25,000				
<b>Total:</b>	<b>\$101,500</b>		<b>\$90,000</b>	<b>\$2,000</b>	<b>\$9,500</b>		<b>\$14,000</b>


**Grants Denied/Withdrawn**

Source	Amount	Date Requested	ELLI	Spanish Literacy	FFL	Children's
Target	\$3,000	6/25/03			\$3,000	
Verizon	\$25,000	3/26/03	\$25,000			
Coca-Cola	\$25,000	3/26/03	\$25,000			
Weingart	\$50,000	5/3/03	\$50,000			
Angels Care	\$25,000	4/16/03	\$25,000			
Ralphs	\$25,000	5/27/03	\$25,000			
Public Welfare	\$50,000	4/30/03	\$50,000			
RGK	\$25,000	4/14/03	\$25,000			
<b>Total:</b>	<b>\$228,000</b>		<b>\$225,000</b>		<b>\$3,000</b>	



**Agenda Item 28**

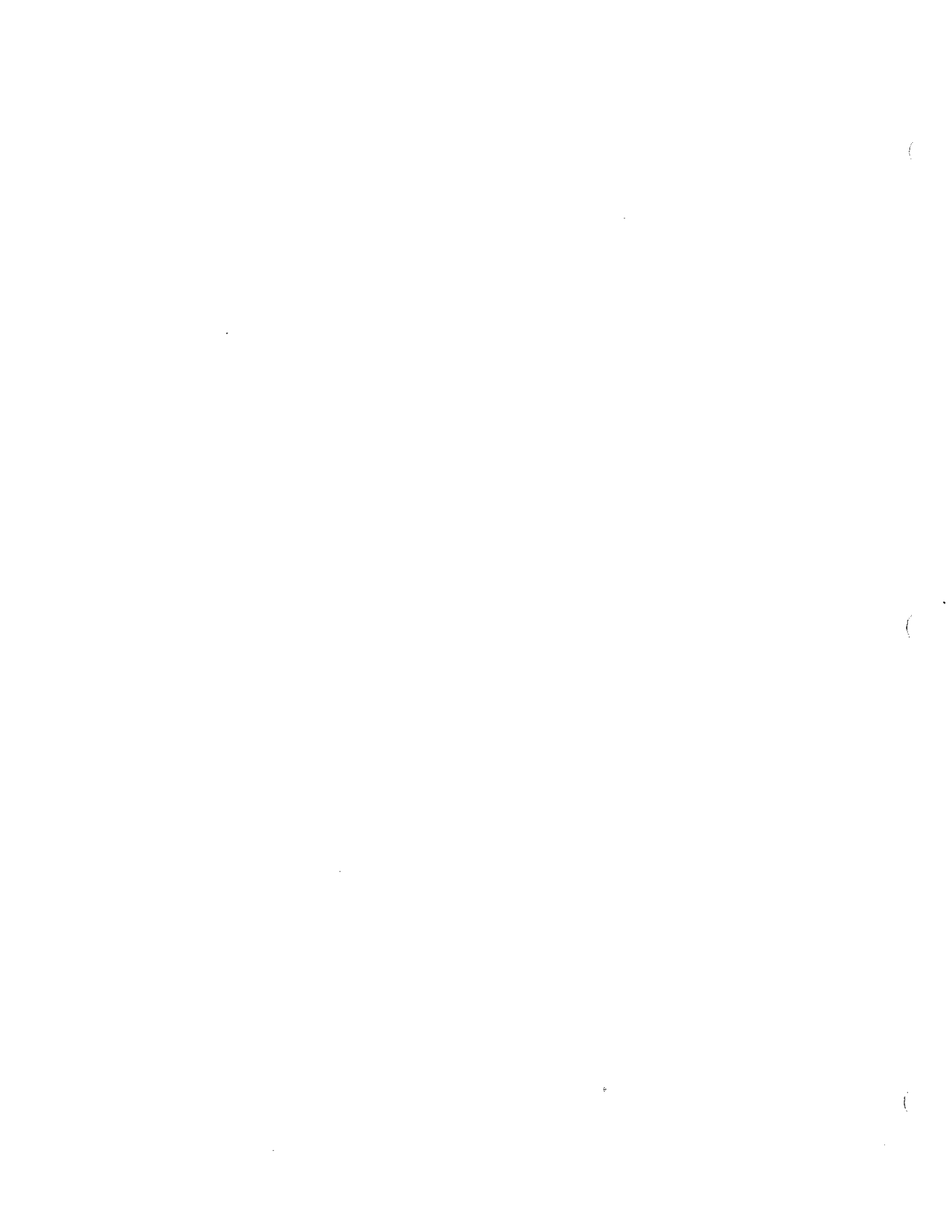
TO: Elizabeth Minter, Library Director

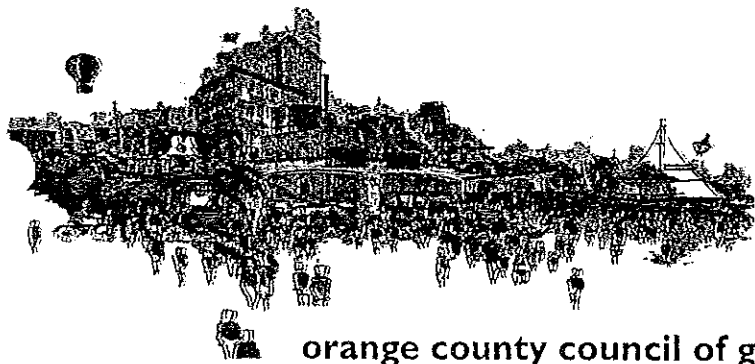
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: April 20, 2004

**SUBJECT: . Poet Laureate Report.**

The Program Committee and the Poet Laureate sponsored a community poetry reading on Sunday, March 21 from 1:30-3:00 PM. Twenty-one poetry readers participated and it was a fun event. Readers ages ranged from teenagers to seniors. Next school year we may organize similar events.





orange county council of governments

## Regular Meeting of the BOARD OF DIRECTORS

Please note – There is a special Southland Policy Dialogue scheduled to follow this Board meeting, which should adjourn at 9:30 a.m. All Boardmembers are asked to stay for the Dialogue, which will begin at 9:30 a.m. and end at approximately 12:00 p.m. Please see the enclosed information regarding the Dialogue.

### Meeting Date / Location

Thursday, March 25, 2004  
 9:00 a.m. – 9:30 a.m.  
 Orange County Sanitation District  
 10844 Ellis Avenue  
 Mountain Valley, California

cities  
 Aliso Viejo  
 Anaheim  
 Brea  
 Buena Park  
 Costa Mesa  
 Cypress  
 Dana Point  
 Fountain Valley  
 Fullerton  
 Garden Grove  
 Huntington Beach  
 Irvine  
 La Habra  
 La Palma  
 Laguna Beach  
 Laguna Hills  
 Laguna Niguel  
 Laguna Woods  
 Lake Forest  
 Los Alamitos  
 Mission Viejo  
 Newport Beach  
 Orange  
 Placentia  
 Rancho Santa  
 Margarita  
 San Clemente  
 San Juan  
 Capistrano  
 Santa Ana  
 Seal Beach  
 Stanton  
 Tustin  
 Villa Park  
 Westminster  
 Yorba Linda

### AGENDA ITEM

### STAFF

### PAGE

Agenda descriptions are intended to give notice to members of the public by providing a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The Board of Directors may take any action which it deems appropriate on the agenda item and is not limited in any way by the recommended action.

### PLEDGE OF ALLEGIANCE

#### I. CALL TO ORDER / ROLL CALL

(Chair Lou Bone)

Lou Bone, Chair, District 17  
 Richard Dixon, Vice-Chair, District 13  
 Cathryn DeYoung, District 22  
 Tod Ridgeway, District 14  
 Libby Cowan, District 15  
 Vacant, District 16  
 Alta Duke, District 18  
 Richard Chavez, District 19  
 Ron Bates, District 20  
 Art Brown, District 21  
 Bev Perry, District 22  
 Debbie Cook, District 64

Tim Keenan, Cities At-Large  
 Bill Campbell, County At-Large  
 Phil Anthony, ISDOC  
 Peter Herzog, OCD, LOCC  
 Shirley McCracken, OCSD  
 Denis Bilodeau, OCTA  
 Chris Norby, SCAG-County Rep. (*not activated*)  
 Bill Craycraft, SCAQMD – Cities Representative  
 Jim Silva, SCAQMD – County Representative  
 Dave Swerdlin, TCAs  
 Owen Holmes, University Representative  
 Al Hollinden, Private Sector

County of Orange

agencies  
 Costa Mesa Sanitary District  
 East Orange Water District  
 El Toro Water District  
 Irvine Ranch Water District  
 OC Sanitation District  
 OC Transportation Authority  
 OC Water District  
 Transportation Corridor  
 Agencies

#### II. OATH OF OFFICE

(Clerk of the Board)

An oath of office will be administered to members and alternates present who are joining the OCCOG Board of Directors.  
 600 West Santa Ana Boulevard, Suite 214, Santa Ana, California 92701 714/972-0077 714/972-1816 fax  
 occog@occities.org www.occities.org/occog

### III. PUBLIC COMMENTS

At this time members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

Any person wishing to address the Board on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Board of Directors in writing and only pertinent points presented orally.

### IV. CONSENT CALENDAR

All matters listed under the Consent Calendar are routine and will be enacted by one vote without separate discussion unless Members of the Board, the public, or staff request specific items be removed from the Consent Calendar for separate action or discussion.

- |    |  |                                  |    |
|----|--|----------------------------------|----|
| A. | Minutes from February 26, 2004,<br>Board Meeting | (Clerk of the Board)             | 5  |
|    | <i>Recommended Action:</i> Approve minutes.      |                                  |    |
| B. | Report on the OCCOG TAC                          | (Joel Rosen,<br>OCCOG TAC Chair) | 13 |
|    | <i>Recommended Action:</i> Receive report.       |                                  |    |
| C. | Air Quality Report                               | (Annabel Cook)                   | 19 |
|    | <i>Recommended Action:</i> Receive report.       |                                  |    |
| D. | Growth Visioning Program                         | (Heather Dion)                   | 23 |
|    | <i>Recommended Action:</i> Receive and file.     |                                  |    |
| E. | Reduce Orange County Congestion<br>Program       | (Matthew Henkes)                 | 25 |
|    | <i>Recommended Action:</i> Receive and file.     |                                  |    |
| F. | Inter-Regional Partnership Update                | (Heather Dion)                   | 27 |
|    | <i>Recommended Action:</i> Receive and file.     |                                  |    |

### V. ACTION ITEMS

- |    |   |                |    |
|----|---|----------------|----|
| A. | Draft 2004 Regional Transportation Plan   | (Annabel Cook) | 29 |
|    | <i>Recommended Action:</i> Support OCTA's comments regarding the Draft 2004 Regional Transportation Plan. |                |    |

- B. Appoint OCCOG Subregional Representatives (Annabel Cook)  
to SCAG Policy Committees

Recommended Action: Appoint OCCOG Subregional  
Representatives to SCAG Policy Committees.

VI. REPORTS

- A. Report from OCCOG Chair (Chair Bone) 43

Recommended Action: Receive and file.

VII. MATTERS FROM BOARD MEMBERS (Chair Bone)

VIII. MATTERS FROM MEMBER AGENCIES (Chair Bone)

IX. MATTERS FROM STAFF (Chair Bone)

XI. ADJOURNMENT

Next Meeting: Thursday, April 22, 2004, 9:00 a.m.



ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. A.

STAFF REPORT

**Subject:** Minutes from February 26, 2004 OCCOG Board of Directors Meeting

**Summary:** Attached are the minutes from the February 26, 2004 OCCOG Board of Directors meeting.

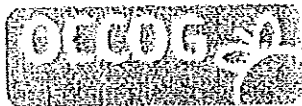
**Recommendation:** Approve minutes.

**Attachment:** Minutes from February 26, 2004 OCCOG Board of Directors Meeting

**Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844

000005





ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

MINUTES OF A REGULAR MEETING OF THE  
ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

BOARD OF DIRECTORS

HELD

February 26, 2004

A regular meeting of the Orange County Council of Governments was called to order at 9:10 a.m. by Chair Lou Bone at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice-Chair Richard Dixon.

I. CALL TO ORDER / ROLL CALL

Roll was taken by the Clerk of the Board.

PRESENT:

Lou Bone, Chair, District 17  
Richard Dixon, Vice-Chair, District 13  
Alta Duke, District 18  
(arrived at 9:20 a.m.)  
Ron Bates, District 20  
Art Brown, District 21  
Bev Perry, District 22  
Debbie Cook, District 64  
Tim Keenan, Cities At-Large  
Bill Campbell, County At-Large  
(arrived at 9:20 a.m.)  
Phil Anthony, ISDOC  
Shirley McCracken, OCSD  
Denis Bilodeau, Alternate, OCTA  
Dave Swerdlin, TCAs  
Susan Katsaros, University Representative  
(arrived at 9:35 a.m.)  
Al Hollinden, Private Sector

ABSENT:

Cathryn DeYoung, District 12  
Tod Ridgeway, District 14  
Libby Cowan, District 15  
Richard Chavez, District 19  
Peter Herzog, OCD, LOCC  
Chris Norby, SCAG-County-Rep.  
Bill Craycraft, SCAQMD-Cities Rep.  
Jim Silva, SCAQMD – County Rep.

VACANT:

District 16

000007

## II. OATH OF OFFICE

The Clerk of the Board administered the Oath of Office to Denis Bilodeau, Alternate, OCTA.

## III. PUBLIC COMMENTS

There were no public comments.

## IV. CONSENT CALENDAR

It was moved by Board Member Perry and seconded by Board Member Swerdlin, to approve Consent Calendar Items A-C. The motion carried unanimously, with Board Members DeYoung, Ridgeway, Cowan, Chavez, Herzog, Norby, Craycraft, and Silva absent from the meeting.

### A. Minutes from November 20, 2003, and January 22, 2004, Board Meetings

Action: Approved minutes, with Board Member Bates abstaining on the minutes of January 22, 2004, due to his absence from the meeting.

### B. Report on the OCCOG TAC

Action: Received report.

### C. Air Quality Report

Action: Received report.

## V. ACTION ITEMS

### A. Adoption of Orange County Projections 2004.

Annabel Cook provided background information on this item.

Action: Board Member Dixon moved, Board Member Perry seconded, and the motion carried unanimously, to adopt Orange County Projections 2004 at the County and RSA levels, and transmit OCP 2004 to the Southern California Association of Governments for incorporation into SCAG's growth forecast.

Vice-Chair Dixon thanked Bill Gayk for all of his hard work and efforts on behalf of Orange County.

## VI. REPORTS

### A. Review of the 2004 Regional Transportation Plan

Annabel Cook provided background information on this item.

Vice-Chair Dixon reported that there will be a presentation on the 2004 RTP at the OCTax Board of Director's meeting on Thursday, March 25, 2004, at 4:00 p.m. at the Orange County Board of Education headquarters. He further inquired that if the OCCOG Board takes a position, can the Board take a position in support of OCTA's action.

Board Member Perry reported that she supported Board Member Dixon's idea of supporting OCTA's letter. She indicated that on page 3 of OCTA's comment letter on the Draft 2004 RTP (page 37 of the agenda packet), the High Speed Rail/Maglev is shown as a study line and is on the map.

Chair Bone requested a presentation on the Maglev system at an upcoming OCCOG Board meeting.

Vice-Chair Dixon indicated that it is important that OCTax looks at this issue due to innovative funding issues in the RTP that have not been included in the past.

Action: Board Member Keenan moved, Vice-Chair Dixon seconded, and the motion carried unanimously, that the Board receive and file OCTA's comment letter regarding the Draft 2004 Regional Transportation Plan.

### B. Growth Visioning Program

Heather Dion provided background information on this item, reporting that the OCCOG Growth Visioning Workshop is scheduled for Wednesday, March 3, 2004, from 10:30 a.m. to 3:00 p.m. at the Tustin Community Center. She indicated that there are five OCCOG Board members currently attending, and 50% of registrations thus far are from elected officials.

Chair Bone encouraged Board members to invite their respective Community Development departments and staffs to attend the workshop.

Board Member Perry suggested encouraging planning commissioners to attend the workshop as well.

Chair Bone inquired as to whether any developers had registered for the workshop, and Ms. Dion reported that there were no developers registered at this time.

Annabel Cook reported that the workshop is geared towards elected officials and decision makers, including planning commissioners and planning staffs. She indicated that the next step in the Growth Visioning process would be to schedule a workshop targeted towards stakeholders, including outreach to special districts. Board Member Perry reported that there are a few builders in particular with expertise in the areas of mixed use and infill development, including The Olson Company, KB Home, and CIM Group that would be a valuable resource for those cities currently working on infill/redevelopment maps.

000009

Board Member Anthony reported that CenterStone Communities is another builder with expertise in the areas of mixed use and infill development.

Action: Board Member Anthony moved, Board Member Bates seconded, and the motion carried unanimously, that the Board receive and file the Growth Visioning Program report.

**C. Reduce Orange County Congestion Program**

Matthew Henkes provided background information on this item, and reported that the next ROCC Technical Advisory Group meeting will be held on Tuesday, March 2, 2004, following the TAC meeting.

Action: Board Member Brown moved, Board Member Perry seconded, and the motion carried unanimously, that the Board receive and file the Reduce Orange County Congestion Program report.

**D. Inter-Regional Partnership Update**

Heather Dion provided background information on this item, and reported that WRCOG and OCCOG are currently working on internal reviews and revisions to the Mixed-Use and Infill Toolkit, and a final draft will be presented to the IRP Policy Committee on April 16, 2004. Ms. Dion also reported that a wrap-up/review of accomplishments of the Inter-Regional Partnership will take place in June, 2004.

Action: Board Member Perry moved, Vice-Chair Dixon seconded, and the motion carried unanimously, that the Board receive and file the Inter-Regional Partnership update report.

**E. Report from OCCOG Chair – Federal Advocacy Update**

Chair Bone reported that he, along with Vice-Chair Dixon and Board Member Perry, traveled to Washington, D.C. on January 26-28, 2004, and met with several legislators, including Barbara Boxer, Gary Miller, Chris Cox, Dana Rohrabacher, Loretta Sanchez, and Ken Calvert, regarding Federal Advocacy issues.

Chair Bone reported that letters regarding representation from Council Members for SCAG policy committees will be mailed next week, and decisions regarding appointments should be made within thirty days.

**VII. MATTERS FROM BOARD MEMBERS**

1. Board Member Perry reported that the next Leadership Symposium meeting will be held on Friday, April 30, 2004, and OCCOG Board members will be invited to attend to discuss next steps.
2. Board Member Perry asked Annabel Cook to provide an update regarding the Compass process at the March 25, 2004 OCCOG Board meeting.

3. Board Member Bates discussed the Compass process and the relationship between natural changes based on demographics vs. what has to be done in order to effectuate change.
4. Board Member Alternate Bilodeau reported that he just recently returned from Washington, D.C. with three water district representatives, and they attended a meeting with all six Congressional representatives to discuss water issues in Orange County.
5. Board Member Cook reported that the SCAG Compass meeting will be held on Friday, February 27, 2004, at the Port of Los Angeles, from 8:30 a.m. to 1:30 p.m.
6. Board Member Perry discussed the Compass policy dialogue scheduled following the March 25, 2004 OCCOG Board meeting, and asked staff to send a notification separate from the OCCOG meeting agenda to all Board members and alternates, delegates, special districts and agencies, and OCTA Board members regarding the dialogue.
7. Board Member Perry reported that SCAG selects two members from Southern California to participate in the leadership program, and Board Member Cook was one of two members selected for participation. She asked Board Member Cook to provide an update of the leadership program at an upcoming OCCOG Board meeting.

#### VIII. MATTERS FROM MEMBER AGENCIES

No matters were discussed.

#### IX. MATTERS FROM STAFF

1. Annabel Cook reminded the Board that the OCCOG Growth Visioning Workshop is scheduled for Wednesday, March 3, 2004, from 10:30 a.m. to 3:00 p.m. at the Tustin Community Center

#### X. ADJOURNMENT

Chair Bone adjourned the meeting at 10:03 a.m. to the next regular meeting, to be held on Thursday, March 25, 2004, beginning at 9:00 a.m., at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

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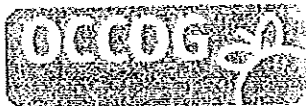
CHAIR OF THE ORANGE COUNTY COUNCIL OF  
GOVERNMENTS BOARD OF DIRECTORS

ATTEST:

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CLERK OF THE BOARD

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. B.

STAFF REPORT

**Subject:** Report on March 2, 2004, OCCOG TAC Meeting

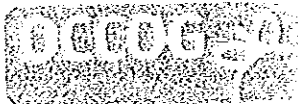
**Summary:** The OCCOG Technical Advisory Committee (TAC) Chair Joel Rosen and OCCOG staff has provided the OCCOG Board with the most recent OCCOG TAC minutes for review.

**Recommendation:** Receive report.

**Attachment:** Minutes from the March 2, 2004, OCCOG TAC meeting

**Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

MINUTES OF A REGULAR MEETING OF THE ORANGE COUNTY COUNCIL OF  
GOVERNMENTS

TECHNICAL ADVISORY COMMITTEE

HELD

March 2, 2004

A regular meeting of the Orange County Council of Governments Technical Advisory Committee was called to order at 10:00 a.m. by Heather Sowers at the City of Orange Water Department, 189 South Water Street, Orange, CA 92866.

I. CALL TO ORDER/INTRODUCTIONS

Heather Sowers

Roll was taken by sign-in sheet.

II. PUBLIC COMMENTS

There were no public comments

III. REPORTS

a. Update on OCCOG Board Meeting

Heather Dion

Action: Receive report

Heather Dion (OCCOG) reported that the OCCOG Board adopted OCP 2004 for use as the Orange County growth forecast. The OCCOG Board was highly complementary of all staff involved in the OCP adoption process especially Bill Gayk. Additionally, the Board requested to take action supporting OCTA's position on the draft 2004 RTP at the next meeting.

b. Orange County Projections Update

Bill Gayk

Action: Receive report

Bill Gayk reported that the OCP 2004 was officially adopted by the OCCOG Board and will be transmitted to SCAG.

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c. ROCC Update

Matthew Henkes

Action: Receive report

The Reduce Orange County Congestion (ROCC) Technical Advisory Group held its first meeting on February 3, 2004. At that meeting, the ROCC Group began developing the criteria for project proposals. Currently, \$1 million are earmarked by the federal government for Orange County projects that seek to reduce congestion. Dollars are reimbursement funds. There is a four-year window for OCCOG to submit the application which includes the selected projects to the FHA. Once the money has been allocated by the federal government to selected projects, local governments will have one year to use the allotted money. Pat Dapkus, Heather Sowers and Richard Marcus (OCCOG TAC members) are also serving on the ROCC Group.

d. Inter-Regional Partnership Report

Heather Dion

Action: Receive report

Heather Dion handed out a copy of the final report update for the Inter-Regional Partnership (IRP). The IRP will conclude June 2004. Currently, staff is doing internal reviews of all reports for the final Policy Committee meeting that will take place at the Corporate Yard in Corona on April 16, 2004.

e. Air Quality Update

Annabel Cook

Action: Receive report

Annabel Cook began her report about the MATES III Study that measures toxic contaminants in several regions, including Orange County, where there is only one monitoring site in the Anaheim area. A list of sites is available for review.

Next, Ms. Cook reported that Linda Daily of Huntington Beach has volunteered to serve as the Orange County cities representation to the MSRC. Ms. Daily has experience in public works in the area of contracts and grants.

Finally, the California Air Resources Board (CARB) has released an Air Quality Land-Use Handbook that describes incompatible land-uses for air quality management. This is available in its third draft form on their website. This document also provides local jurisdictions with examples of mixed-use and infill development possibilities. CARB needs help in distributing this resource to local governments.

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f. SCAG Compass Review

Joe Carreras

Action: Receive report

Joe Carreras of SCAG presented a summary of the Compass Program including an interim report on what the program is trying to achieve; this report is available at OCCOG for review.

Mr. Carreras made the point that Orange County responses to the Compass process, on average, have been more technical than other regions. It is important to remember that the project will be more schematic and conceptual in nature and that there will be plenty of time for additional input in April and May of 2004.

The large Compass maps were distributed to OCCOG TAC members at the meeting to review and to indicate where there were differences in land-use and projected development. Participants were encouraged to draw on the maps and make corrections based on expert knowledge of their own communities. The maps were then collected and returned to SCAG for corrections.

IV. MATTERS FROM COMMITTEE MEMBERS

There were no additional matters from committee members.

V. MATTERS FROM STAFF

There were no additional matters from staff members.

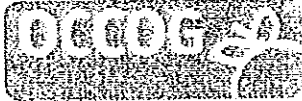
VI. ADJOURNMENT

Heather Sowers

Next Meeting: Tuesday, April 6, 2004 at the City of Orange, City Hall, Conference Room C.

City of Orange  
City Hall, Conference Room C  
300 East Chapman  
Orange, CA 92866

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. C.

STAFF REPORT

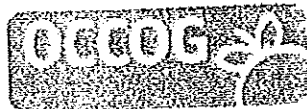
**Subject:** Air Quality Report

**Summary:** An update on air quality issues of importance to OCCOG and the region is provided.

**Recommendation:** Receive report.

**Attachment:** March 2004 Report

**Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844



ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

AIR QUALITY UPDATE  
March 2004

**SCAQMD Conducting Outreach for Draft Model Air Quality Element**

The South Coast Air Quality Management District (SCAQMD) is holding a series of outreach sessions regarding a draft Model Air Quality Element (MAQE) for consideration by local jurisdictions in the adoption or amendment of their general plans. This draft document has been developed as part of SCAQMD's Environmental Justice program. It contains a wide range of options for local governments to meet their particular needs and is entirely voluntary. One outreach session will be held at the April 6, 2004, OCCOG TAC meeting. Once this round of outreach is completed, the draft MAQE will be presented to the AQMD Governing Board. If approved, SCAQMD staff plans to present the MAQE to city and county governments within Orange, Los Angeles, Riverside and San Bernardino counties for their voluntary consideration.

**SCAQMD to Provide \$12 Million for Clean School Buses**

The SCAQMD adopted in February 2004 a Clean School Bus Initiative, committing \$12 million to replace and retrofit diesel buses. The school bus initiative will provide funding to help purchase clean-burning natural gas-powered buses as well as particulate traps for installation on diesel-powered buses. Specifically, the initiative will provide:

- \$7.2 million, and up to \$60,000 per CNG bus purchased, resulting in the replacement of at about 120 diesel buses. Public schools and private companies will be eligible for the funding, with public schools receiving first priority. Public schools can receive an additional \$12,000 per bus for natural gas fueling infrastructure. Buses eligible for replacement must be 1986 and older models, with 1976 and older models given priority. Replaced diesel buses must be completely destroyed by crushing; and
- \$4.8 million -- \$6,500 per diesel bus -- for installation of retrofit particulate traps capable of reducing particulate matter by more than 85 percent. The traps are effective only on 1994 and newer model buses. Both public and private fleets are eligible, and most 1994 and newer public school buses already have been retrofitted with the traps. The funding, which also includes \$500 per fleet for the initial incremental cost of low-sulfur diesel fuel, is expected to place more than 650 particulate traps on buses.

## MSRC's Local Government Match Program Still Accepting Applications

The Mobile Source Air Pollution Reduction Review Committee's (MSRC) Local Government Match Program has \$3 million available for cities and counties. Under this program, the MSRC is co-funding projects that utilize local municipalities' AB 2766 Subvention Funds by providing a funding match for projects in specific areas including:

- o Alternative fuel infrastructure;
- o Medium and heavy-duty alternative fuel vehicles;
- o Park-and-ride facilities; and
- o Video-conferencing equipment.

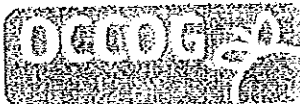
The deadline for applications is April 9, 2004. Applications can be downloaded by logging onto [www.msrc-cleanair.org](http://www.msrc-cleanair.org).

## OCCOG's Subregional Work Program Sponsored by the SCAQMD

OCCOG continues its work with the SCAQMD, a partnership started in 2002 that provides OCCOG with funding to develop a model air quality element and to provide outreach assistance to local governments in the subregion. Through this funding the following has occurred:

- A draft model air quality element (MAQE) has been developed by OCCOG and Western Riverside COG. The MAQE has been distributed to cities and other interested parties for review and comment, and a final MAQE will be distributed to local governments in early 2004. The MAQE can be considered by cities and counties as a tool to assist local communities address air quality issues. Adoption of MAQEs by local governments is **entirely voluntary**. OCCOG will host a workshop in the Summer of 2004 to present the MAQE.
- The OCCOG Alternative Fuel Vehicle and Infrastructure Program is continuing, with a recent workshop being provided on Moyer Funding. Any OCCOG member agency may request support and assistance under this program

For additional information on air quality issues, please contact Annabel Cook at (714) 571-5844.



ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. D.

STAFF REPORT

**Subject:** Growth Visioning Workshop Update

**Summary:** The OCCOG Growth Visioning Workshop was held Wednesday, March 3, 2004 at the Tustin Community Center. There were approximately 100 people who attended, which included thirteen elected officials, representatives from twenty-six cities, Caltrans, OCTA, special districts, and the development community. The feedback received from participants was extremely positive.

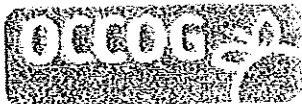
OCCOG staff will be working with the consultants to outline the final report, which is expected in mid-April. The final report will outline the process staff and participants engaged in leading up to the workshop, and the actual exercises undertaken at the workshop. In addition, OCCOG staff will use the final report to begin formulating next steps for the OCCOG's Growth Visioning Program.

**Recommendation:** Receive report.

**Attachment:** None

**Staff Contact:** Heather Dion, Regional Issues Analyst, 917/972-0077

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. E.

STAFF REPORT

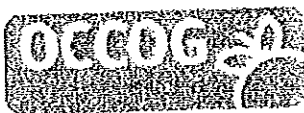
**Subject:** Reduce Orange County Congestion Program (ROCC)

**Summary:** The ROCC Technical Advisory Group held their second meeting on Tuesday, March 2, 2004. Chair Jim Hart of Rancho Santa Margarita led the committee in a discussion of the criteria and the development of a point system for ranking the project proposals. The committee agreed to a 100 point system with the potential for bonus points in certain areas. The committee adjourned their meeting until Tuesday, March 23, 2004 at which time they will review the first draft of the project criteria. The committee anticipates submitting the criteria to the Board of Directors at the April meeting of the Board.

**Recommendation:** Receive Report.

**Attachment:** None

**Staff Contact:** Matthew Henkes, Policy Analyst, (714) 972-0077



ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV. F.

STAFF REPORT

**Subject:** Inter-Regional Partnership

**Summary:** The IRP will conclude in June 2004. OCCOG and WRCOG staff are in the process of finalizing the mixed-use toolkit, the website-ready database with Inland Empire Economic Partnership, and the final report that will be submitted to HCD in July.

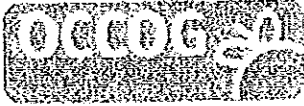
OCCOG staff is continuing to conduct an internal revision and review process. These revisions are then being passed to the the IRP TAC, who is meeting on a monthly basis to provide technical review and feedback to staff. Additionally, the IRP Policy Committee has two remaining meetings, April 16, 2004 and June 18, 2004. Final products and reports will also be made available to the OCCOG Board.

**Recommendation:** Receive report.

**Attachment:** None

**Staff Contact:** Heather Dion, Regional Issues Analyst, 917/972-0077

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM V. A.

STAFF REPORT

**Subject:** Draft 2004 Regional Transportation Plan (RTP)

**Summary:** The Southern California Association of Governments (SCAG), as the region's federally-designated Metropolitan Planning Organization, is responsible for updating the Regional Transportation Plan (RTP) for the region every three years. The current Draft 2004 RTP is scheduled for adoption in April 2004. The RTP update reflects population, housing, employment, environmental, land-use forecasts and technology changes. This regional planning document is required by a number of state and federal mandates and requirements, which include the ISTEA, Clean Air Act and the California Clean Air Act. According to SCAG, the RTP "is a long term vision document that outlines transportation goals, objectives, and policies for the SCAG Region."

OCCOG, as one of SCAG's 13 subregions and a major stakeholder in regional transportation issues, provides a forum for discussing the draft RTP, assists SCAG in coordinating Orange County outreach efforts and joins with the Orange County Transportation Authority (OCTA) in reviewing and commenting on the plan.

During the past several months, SCAG has held over 40 outreach events for the Draft 2004 RTP in Orange County at which comments regarding the draft plan were collected. Draft RTP presentations have been conducted for OCCOG, special districts, business organizations and community groups. SCAG staff has fulfilled every request that OCCOG has made for presentations and outreach.

In addition, OCCOG, OCTA and the Center for Demographic Research has held a series of meetings to discuss RTP projection issues and specific transportation projects in the RTP. SCAG staff has been very cooperative in this process and has worked with the Orange County team to develop the Orange County Projections 2004 for use as Orange County's projections for incorporation into SCAG's growth forecast.

OCTA, as the County's transportation agency, has taken a lead in conducting a thorough review of the draft plan. OCTA's comment

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letter regarding the Draft 2004 RTP is attached to this report.

At its February 2004 meeting, the OCCOG Board received a briefing regarding the Draft 2004 RTP and at that time requested that the Board take action in March 2004 to support OCTA's comments.

**Recommendation:** Support OCTA's comments regarding the Draft 2004 Regional Transportation Plan.

**Attachment:** OCTA's February 3, 2004, Draft 2004 RTP Comment Letter

**Staff Contact:** Annabel Cook, Regional Issues Consultant, (714) 571-5844



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Ex-Officio Member

EXECUTIVE OFFICE

Arthur T. Leahy  
Chief Executive Officer

February 3, 2004

Mr. Mark Pisano  
Executive Director  
Southern California Association of Governments  
818 West Seventh Street, 12<sup>th</sup> floor  
Los Angeles, CA 90017-3435

**Subject: Comments on Draft 2004 Regional Transportation Plan**

Dear Mr. Pisano:

Thank you for the opportunity to offer Orange County Transportation Authority's (OCTA) comments on the Southern California Association of Governments (SCAG) Draft 2004 Regional Transportation Plan (RTP). The OCTA Board voted 11-0 on January 12, 2004, to approve the comments composed by OCTA's Strategic Planning staff. We found the plan to be well written and SCAG's staff and consultant's cooperative during the preparation and review of the Draft 2004 RTP. OCTA appreciates that the document contains all of our regionally significant projects. The Draft 2004 RTP reflects Orange County's local priorities as documented in OCTA's long-range planning document, "Directions 2030."

On November 20, 2003, OCTA Strategic Planning staff met with SCAG's planning staff and presented a comprehensive matrix of comments on specific OCTA transportation projects and on general assumptions outlined in the Draft 2004 RTP. The matrix, which was officially transmitted to SCAG's planning staff on December 2, 2003, highlighted omissions and errors in the Draft 2004 RTP regarding numerous OCTA projects. The matrix included proposed changes and corrections to affected OCTA projects. In addition, to requesting the incorporation of OCTA comments on the aforementioned matrix, the following are OCTA's major comments regarding the Draft 2004 RTP:

**Growth Assumptions**

OCTA appreciates SCAG staff's willingness to work with OCTA, the Orange County Council of Governments, and the Center for Demographic Research to ensure that the growth assumptions for Orange County's population, households and employment in the 2004 Draft RTP are consistent with the locally approved growth forecasts. A consistent set of growth projections

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Mr. Mark Pisano  
February 3, 2004  
Page 2

between SCAG and Orange County is critical for major planning projects, environmental documentation, and transportation modeling efforts.

### **Land Use Policies**

OCTA is concerned about SCAG's strategies for implementing the land use policies in the 2004 RTP. Specifically, OCTA does not agree with the proposed regional role in linking land use and transportation projects/funding, as described in the following comment:

"Align evaluation of projects within the RTP and the tenets of the Growth Vision as a method of funding decisions." (Page 151, Draft 2004 RTP)

OCTA is generally supportive of linking land use and transportation funding. For example, Orange County cities have worked closely with OCTA to link land use and transportation through techniques such as the Master Plan of Arterial Highways, and the Growth Management requirements of Measure M. However, the proposed RTP language defines a regional role that we do not support. OCTA recommends removing the proposed language from the document, or rewording it to clearly state support for land use and transportation linkages at the local level.

### **Financial Assumptions**

OCTA and SCAG revenue forecasts for the Draft RTP specific to Orange County are not the same. Orange County's projected revenues between 2002 and 2030 period are approximately \$758 billion greater than SCAG's projected revenues. Based upon discussion with SCAG staff, OCTA understands that differences in underlying assumptions is the reason for the differences in projected local, state and federal sources. SCAG assumes significantly less long-term revenues from state and federal sources because of an assumption that air quality mandates will result in alternate vehicle and fuel usage that will generate fewer gas tax dollars. Additionally, SCAG includes gas tax subvention dollars only for regionally significant arterials, whereas OCTA includes 100 percent of these revenues. In addition, the SCAG revenue forecasts assume that the region's growing senior population will create a shift in spending patterns and reduced tax revenues. On the expenditure side, SCAG assumes a commensurate lesser amount. Since the Draft 2004 RTP includes all of Orange County's transportation project nominations, OCTA acknowledges the projected revenue variances without prejudice against the plan.

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Mr. Mark Pisano  
February 3, 2004  
Page 3

### **Regional Planning/Coordinating Agencies**

The Draft 2004 RTP includes multiple references to Joint Powers Authority type agencies for the implementation of various regional projects (e.g., dedicated truckways, freight railway system). The Final 2004 RTP should clarify these as conceptual, and acknowledge that further planning and organizational structures would have to be developed when the timing is appropriate.

### **High Speed Rail/Maglev**

The Draft 2004 RTP maps showing the Maglev system (Figure 4.9) should include all proposed state and regional projects in addition to SCAG's planned system to provide the reader with the regional context of multiple ongoing planning efforts. The Cal-Nevada High Speed Rail Commission has an adopted alignment that Figure 4.9 should show in the Final 2004 RTP.

### **Specific Projects**

- Santa Ana Freeway (Interstate 5 [I-5]) South Regionally Significant Transportation Improvement Study (RSTIS): OCTA requests that the Final 2004 RTP include a long-range planning study for the I-5 South corridor. OCTA did not include this study in its original list of project nominations, but the OCTA Board of Directors has identified it as a priority.
- Garden Grove Freeway (State Route 22 [SR-22])/San Diego Freeway (Interstate 405 [I-405]) High Occupancy Vehicle (HOV) Direct Connector: Exhibit 4.1 of the Draft 2004 RTP shows HOV Direct Connector improvements at both the SR-22/I-405 and the I-405/San Gabriel Freeway (Interstate 605 [I-605]). The 2004 RTP list of projects includes both design and construction for the I-405/I-605 connector. The list of projects defines however, the SR-22/I-405 project as "design HOV to HOV Lane Connectors" (Tier 2 ORA000193). Based upon discussion with SCAG staff, we understand that the Draft 2004 RTP includes construction of this HOV connector in the transportation demand modeling. In the Final 2004 RTP, please revise the language to clarify the project includes both design and construction.

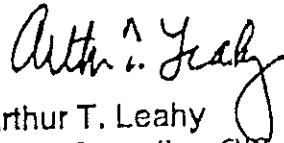
Once again, thank you for the opportunity to comment on the Draft 2004 RTP and for addressing our comments and concerns.

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Mr. Mark Pisano  
February 3, 2004  
Page 4

If you have questions, please call Director or Strategic Planning Dave Elbaum at (714) 560-5327 or Section Manager of Long-Range Strategies Richard Marcus at (714) 560-5832.

Sincerely,

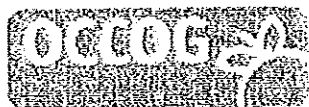


Arthur T. Leahy  
Chief Executive Officer

ATL:rm

c: OCTA Board of Directors

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ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM V. B.

STAFF REPORT

**Subject:** Appoint OCCOG Subregional Representatives to SCAG Policy Committees

**Summary:** OCCOG staff sent, in early March 2004, a letter to all elected officials in Orange County announcing that the OCCOG Board of Directors was accepting nominations for subregional representatives to be appointed to the Southern California Association of Governments (SCAG) policy committees. The letter stated that: there are seven OCCOG subregional vacancies; nominees can come from any SCAG-member city; and the vacancies are not policy committee-specific, therefore, appointments can be made to any of the committees, including Transportation and Communications Committee (TCC), the Energy and Environment Committee (EEC), and Community, Economic and Human Development Committee (CEHD).

By the nomination deadline of March 19, 2004, OCCOG received three letters requesting appointments. They are as follows:

- Councilmember Gil Coerper requesting appointment to TCC or CEHD;
- Councilmember Doug Davert requesting appointment to CEHD; and
- Councilmember Bob Hernandez requesting appointment to TCC.

OCCOG staff has attached the three nomination letters for your review and consideration. Please note that all three nominees are from SCAG-member cities.

If the OCCOG Board appoints these three individuals, four vacancies will remain. OCCOG staff recommends that a second notice be sent soliciting nominees and extending the deadline for nominations.

**Recommendation:** Appoint OCCOG Subregional Representatives to SCAG Policy Committees

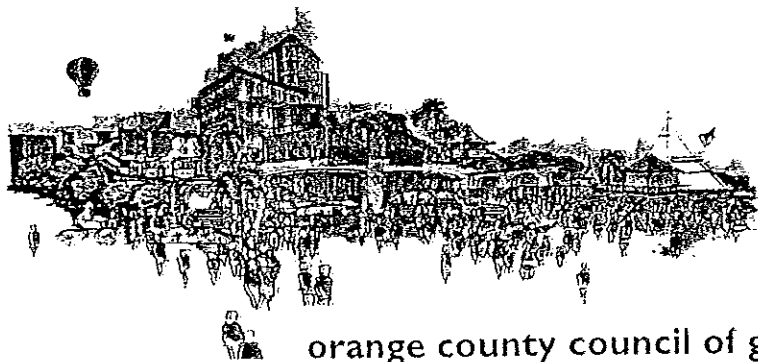
**Attachment:**

1. Copy of letter requesting nominations
2. Copy of document showing current OCCOG representation at SCAG

000035

3. Letters requesting consideration for nomination as an OCCOG representative to SCAG's policy committees

**Staff Contact:** Annabel Cook, Regional Issues Consultant – (714) 571-5844



March 5, 2004

The Honorable Mayor/Council Member

Title

City of

Address

Address

Dear :

On behalf of the Orange County Council of Governments (OCCOG), I am pleased to announce that the OCCOG Board of Directors is accepting nominations for subregional representatives to be appointed to the Southern California Association of Governments (SCAG) policy committees. Currently, there are seven OCCOG subregional vacancies and nominees can come from any SCAG member city.

The vacancies are not policy committee specific; therefore, appointments can be made to any of the committees. The SCAG policy committees include the following:

- *Transportation and Communications Committee (TCC)*, which is involved in such issues as developing the Regional Transportation Plan, goods movement and high speed rail;
- *Energy and Environment Committee (EEC)*, which addresses issues such as natural resources, conservation and energy; and
- *Community, Economic and Human Development Committee (CEHD)*, which is engaged in housing issues, livable communities and "growth visioning."

Policy committees generally meet from 10:30 a.m. to 12:00 p.m. on the first Thursday of the month at the SCAG office in Los Angeles. Although the committee meetings only last about one-and-a-half hours, the monthly time commitment can vary based on a representative's interests and level of involvement. SCAG provides each subregional representative a \$70.00 per-meeting-day stipend for participation and service to these committees.

If you are interested in being considered for appointment as an OCCOG subregional representative, please send a letter to me, addressed to the OCCOG offices, expressing your interest in an appointment and noting on which policy committee you would like to serve. All nominations must be received by Friday, March 19, 2004.

Attached is a list of the current OCCOG Regional Council and policy committee members. This list was provided by SCAG staff and is part of SCAG's official records. If you observe errors on this list, or if you have any questions related to the SCAG appointment process, please contact Annabel Cook, OCCOG Regional Issues Consultant, at 714-972-0077.

Thank you for your consideration of service to OCCOG and your support of regional efforts.

Sincerely,

Lou Bone  
Chair, Orange County Council of Governments  
Mayor Pro Tem, City of Tustin

- cities**
- Aliso Viejo
  - Anaheim
  - Brea
  - Buena Park
  - Costa Mesa
  - Cypress
  - Dana Point
  - Fountain Valley
  - Fullerton
  - Garden Grove
  - Huntington Beach
  - Irvine
  - La Habra
  - La Palma
  - Laguna Beach
  - Laguna Hills
  - Laguna Niguel
  - Laguna Woods
  - Lake Forest
  - Los Alamitos
  - Mission Viejo
  - Newport Beach
  - Orange
  - Placentia
  - Rancho Santa Margarita
  - San Clemente
  - San Juan Capistrano
  - Santa Ana
  - Seal Beach
  - Stanton
  - Tustin
  - Villa Park
  - Westminster
  - Yorba Linda

County of Orange

- agencies**
- Costa Mesa Sanitary District
  - East Orange Water District
  - El Toro Water District
  - Irvine Ranch Water District
  - OC Sanitation District
  - OC Transportation Authority
  - OC Water District
  - Transportation Corridor Agencies

000037





## ORANGE COUNTY COUNCIL OF GOVERNMENTS

### Representatives to the Southern California Association of Governments

Pursuant to the Southern California Association of Governments (SCAG) bylaws, each SCAG district has one Regional Council seat and one policy committee seat. Additionally, Regional Council Members can participate on any policy committee that they choose. Regional Council Members are selected by a vote of the SCAG-member cities in each district. Policy committee seats are filled through an appointment by the subregional board and are called Subregional Representatives.

The Orange County Council of Governments (OCCOG), the Orange County subregion to SCAG, has 12 SCAG Districts within its boundaries, allowing for 12 Regional Council seats and 12 subregional seats on policy committees. Please note that two OCCOG SCAG Districts, District 15 and 16, currently have no SCAG-member cities; and, thus, there are only 10 Regional Council Members from the 12 Orange County Districts at this time. Also note that nine of the 10 Regional Council Member currently serve on a policy committee.

There are currently seven vacant Subregional Representative seats that will be filled by appointment from the OCCOG Board of Directors.

#### Regional Council Members

Ron Bates – District 20  
Debbie Cook – District 64  
Lou Bone – District 17  
Art Brown – District 21  
Cathryn DeYoung – District 12

Richard Dixon – District 13  
Alta Duke – District 18  
Richard Chavez – District 19  
Bev Perry – District 22  
Tod Ridgeway – District 14

#### Transportation and Communications Committee Members

Ron Bates – Regional Council Member  
Lou Bone – Regional Council Member  
Cathryn DeYoung – Regional Council Member  
Richard Dixon – Regional Council Member

Peter Herzog – Subregional Representative  
Tim Keenan – Subregional Representative  
Patsy Marshall – Subregional Representative  
Tod Ridgeway – Regional Council Member

#### Energy and Environment Committee

Art Brown – Regional Council Member  
Debbie Cook – Regional Council Member

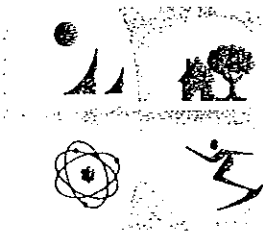
Norman Eckenrode – Subregional Representative

#### Community, Economic and Human Development Committee

Richard Chavez – Regional Council Member  
Alta Duke – Regional Council Member

Kathy McCullough – Subregional Representative  
Bev Perry – Regional Council Member

DUPLICATE  
2/5  
LIFE ABUSE



# City of Huntington Beach

2000 MAIN STREET

CALIFORNIA 92648

Gil Coerper  
City Council Member

December 16, 2003

*Copy*

Board of Directors  
Orange County Council of Governments  
c/o The Orange County Division of the  
League of California Cities  
600 W. Santa Ana Blvd., Suite 214  
Santa Ana, CA 92701

Dear Directors:

I understand the Board will be considering requests for appointment to the Southern California Association of Government (SCAG) Regional Council subcommittees in January.

I respectfully request your consideration for appointment to the Transportation and Communications Subcommittee.

As I begin my second year as a member of the Huntington Beach City Council, I am anxious to learn more about regional issues effecting Southern California. It my desire one day to serve as the 64<sup>th</sup> District representative on the SCAG. In preparation, it would be beneficial to gain an understanding of the issues addressed by SCAG. Serving on one of the Regional Council subcommittees would help me to do this.

Should a position on the Transportation and Communication Committee be unavailable, I would be happy to serve as a member of the Community, Economic and Human Development Committee instead.

I appreciate your review of this request.

Sincerely,

A handwritten signature in cursive script that reads "Gil Coerper".

Gil Coerper  
Council Member

Xc: City Council  
City Administrator

000039

Waitakere, New Zealand



Office of the City Council

# City of Tustin

300 Centennial Way  
Tustin, CA 92780  
www.tustinca.org  
(714) 573-3010  
FAX (714) 838-1602

March 12, 2004

The Honorable Lou Bone  
Chairman, Orange County Council of Governments  
300 Centennial Way  
Tustin, CA 92780

Tony Kawashima  
Mayor

Lou Bone  
Mayor Pro Tem

Doug Davert  
Councilmember

Tracy Worley Hagen  
Councilmember

Jeffery M. Thomas  
Councilmember

Re: SCAG CEHD Policy Committee-Subregional Appointment

Dear Chairman Bone:

This letter shall serve to express my sincere interest in being appointed to the Southern California Association of Governments (SCAG) Community, Economic and Human Development Committee (CEHD) as a subregional representative from the Orange County Council of Governments (OCCOG). I would appreciate your consideration.

As you know, I have broad experience in community and regional issues. My service as a member of the Tustin City Council, the Tustin Planning Commission, and my experience as a practicing attorney for nearly 12 years have prepared me well for this position. In my service to the City of Tustin, I have experienced first hand the issues of housing needs and the creation of sustainable, livable communities. Tustin's reuse of the former Marine Corps Air Station, Tustin has provided me with valuable insight into the areas with which this committee is concerned.

I have attached a copy of my resume for your review. Thank you for your consideration. I look forward to serving our region on this important policy committee.

Very truly yours,

Doug Davert  
Councilmember

Attachment

000040

## Doug Davert - Tustin City Council

### PERSONAL:

Tustin area resident since 1968, active in the community as volunteer, donor and public official  
Married, Two Daughters ages 4 and 2

### EDUCATION:

Loyola Law School, Loyola Marymount University, Juris Doctor 1992  
Chapman University, Bachelor of Arts 1987  
Santa Ana College, Associate of Arts 1985  
Tustin Unified Schools 1970-1983 (K-12)

### EMPLOYMENT:

Davert & Loe, Lawyers, Partner/Attorney 1992-Present (Licensed in CA, TX, and DC)  
Practice emphasizing real estate, land use, and business matters

### COMMUNITY SERVICE:

#### CITY OF TUSTIN:

City Council  
Member 2002-present  
Planning Commission  
Chairman 2002, Vice-Chairman 1999-2000, 2001-2002, Member 1997-2000, 2001-2002  
Tustin Old Town Association  
Member, Board of Directors, 2001- 2002  
Tustin Area Council for Fine Arts  
Member, Board of Directors, 2002- 2004  
Secretary, 2002- 2003  
Tustin Pride Committee  
Member 1996-1999, Secretary 1998, Chair, Christmas Tree Recycling Program 96-98  
Community Development Block Grant Citizen Participation Committee  
Member/Participant 1998-2000, 2002, 2004  
Citizens' Police Academy - Tustin Police Department  
Graduate 1997  
Tustin Community Foundation  
Member, Advisory Committee 1997-2003

#### COUNTY OF ORANGE:

Trustee, Orange County Vector Control District 2003-Present  
-Member, Budget & Finance Committee 2004  
-Member, Supplemental Services Committee 2003  
Alternate Director, Orange County Fire Authority 2003-Present  
Alternate Director, Orange County Sanitation District 2003-Present  
Second Alternate Member, Orange County Council of Governments 2003-Present

#### LEAGUE OF CALIFORNIA CITIES:

Participant, Forum for New Council Members and Mayors, Sacramento, January 2003

#### TUSTIN SCHOOLS:

Tustin Public Schools Foundation  
Member, Board of Directors 1994-1998  
Vice-President, Board of Directors 1995-1996  
Volunteer, Dinosaur Dash 1993-Present  
Co-Chair, Dinosaur Dash 1994 & 1995  
Evaluator, Classroom Grants Program 1998-1999  
Co-Chair, Classroom Grants Program 1999-2000  
Tustin Unified School District  
Liaison from Tustin City Council to Board of Education, 2004-Present  
Volunteer, Tustin High School Grad Night 1995-1996 & 1998  
Volunteer, Foothill High School Grad Night 1994  
Member, TUSD Strategic Plan Committee 1996

#### OTHER:

Judge Pro-Tem, Long Beach/Los Angeles Superior Courts 1995-Present  
Judge, Moot Court Competition, Chapman University School of Law 1999  
Member, Board of Directors, Buckhorn Camp 1991-1994  
Vice-President, Board of Directors, Buckhorn Camp 1992-1994  
Civic Member, Tustin Area Chamber of Commerce 1999-Present  
Member, American Planning Association 1999-2003

#### RECOGNITION:

Recognized, Tustin Unified School District Board of Education  
for Dinosaur Dash participation 1993-1999  
Nominated, Times Orange County Volunteer of Distinction Award 1995  
Recipient, "Volunteer in People (VIP)" Award, Volunteer Center of Greater  
Orange County and KEZY-FM 1995  
Recognized, Long Beach Municipal/Superior Court  
for service to the court as Judge Pro-Tem 1995-2002  
Proclamations, Tustin City Council  
for service to City of Tustin as Planning Commissioner 2000, 2002

000041



CITY OF ANAHEIM  
OFFICE OF THE MAYOR  
AND CITY COUNCIL

CURT PRINGLE, Mayor  
TOM TAIT, Mayor Pro Tem  
SHIRLEY McCracken, Council Member  
RICHARD CHAVEZ, Council Member  
BOB HERNANDEZ, Council Member

March 16, 2004

The Honorable Lou Bone  
Chair, O.C. Council of Governments  
600 W. Santa Ana Blvd., Suite 214  
Santa Ana, CA 92701

**SUBJECT: SCAG COMMITTEE APPOINTMENT OPPORTUNITY -  
TRANSPORTATION AND COMMUNICATIONS COMMITTEE**

Dear Lou:

Thank you for your recent letter announcing the OCCOG Board accepting nominations for subregional representatives to SCAG policy committees.

In the coming months and years, transportation will continue to be the lynchpin for the quality of life in Southern California, and consequently, I request an appointment to the Transportation and Communications Committee (TCC). I feel I am a good candidate to serve on the TCC, as I currently serve on the Transportation Corridor Agency (TCA) Board of Directors and as you probably know, as an Anaheim Council Member, I have been an ardent advocate for the Anaheim Regional Transportation Intermodal Center (ARTIC) which will serve as the regional hub for all current and future transportation alternatives in our region.

It would be an honor and privilege to serve on the TCC and I feel that I would add a great deal to the Committee.

Should you have any questions or concerns, please feel free to contact me or Phillip Tsunoda, Manager of Government Relations for the City of Anaheim at (714) 765-5162.

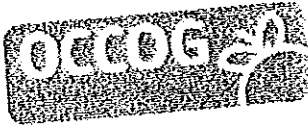
I thank you in advance for your consideration and look forward to speaking with you soon.

Sincerely,

A handwritten signature in cursive script, appearing to read "Bob Hernandez".

Bob Hernandez  
Council Member

000042



ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM VI. A.

STAFF REPORT

**Subject:** OCCOG Chair Update

**Summary:** The OCCOG Chair will provide a report to the OCCOG Board of Directors.

**Recommendation:** Receive Report.

**Attachment:** None

**Staff Contact:** Annabel Cook, Regional Issues Consultant, (714)972-0077



# SOUTHLAND POLICY DIALOGUE

## ORANGE COUNTY

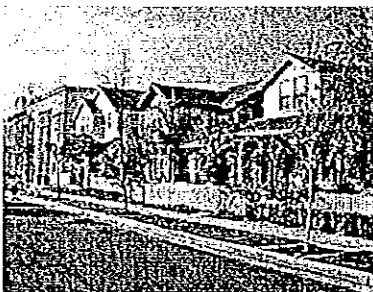
Southern California Compass is a vision-based regional planning and policy exercise for the Southland. At 13 public workshops during 2003, local residents worked together to envision a future in which population and job growth can take place over the next 25 years.



The decisions and compromises made in these sessions have been incorporated into a proposed Growth Vision for the Southland, built on four Regional Growth Principles:

1. Improve **mobility** for all residents
2. Foster **livability** in all communities
3. Enable **prosperity** for all people
4. Promote **sustainability** for future generations

Now, Compass is returning to local communities to discuss the implementation of the Growth Vision in a series of five sessions called the Southland Policy Dialogues. At the Policy Dialogues, local civic leaders will:



- ▶ Review the results of the map-based workshops and key elements of the Growth Vision and 2004 RTP
- ▶ Identify barriers to effective implementation of the Growth Vision
- ▶ Consider short- and long-term implementation strategies
- ▶ Generate ideas for action and priorities for the SCAG workplan

DATE: Thursday, March 25

TIME: 9:30 AM - 12:00 PM

VENUE: O.C. Sanitation District  
10844 Ellis Avenue  
Fountain Valley

*Regional Partners:* Orange County  
Council of Governments, Orange  
County Business Council, WRCOG,  
OCCOG-Inter-regional Partnership

I want to attend the Compass  
Southland Policy Dialogue!

NAME \_\_\_\_\_

EMAIL \_\_\_\_\_

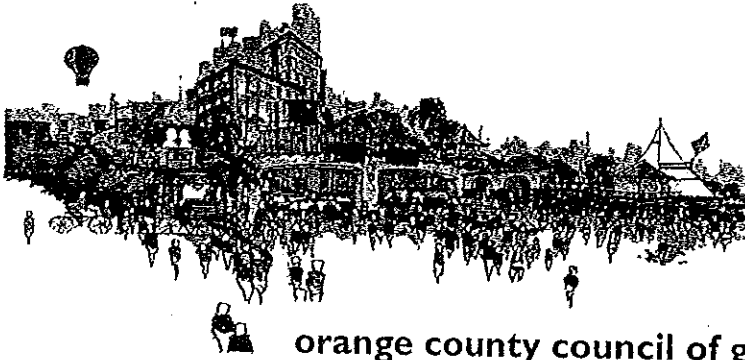
ORGANIZATION \_\_\_\_\_

TITLE \_\_\_\_\_

PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

Please RSVP by faxing this form to  
Jason Weiner at (415) 445-8974 or e-  
mailing your information to  
jweiner@ccrl.org.



orange county council of governments  
Regular Meeting of the  
**BOARD OF DIRECTORS**

Meeting Date / Location

Thursday, April 22, 2004  
9:00 a.m. – 11:00 a.m.  
Orange County Sanitation District  
10844 Ellis Avenue  
Fountain Valley, California

AGENDA ITEM

STAFF

PAGE

Agenda descriptions are intended to give notice to members of the public by providing a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The Board of Directors may take any action which it deems appropriate on the agenda item and is not limited in any way by the recommended action.

- cities
- Aliso Viejo
- Anaheim
- Brea
- Buena Park
- Costa Mesa
- Cypress
- Dana Point
- Fountain Valley
- Fullerton
- Garden Grove
- Huntington Beach
- Irvine
- La Habra
- La Palma
- Laguna Beach
- Laguna Hills
- Laguna Niguel
- Laguna Woods
- Lake Forest
- Los Alamitos
- Mission Viejo
- Newport Beach
- Orange
- Piacentia
- Rancho Santa Margarita
- San Clemente
- San Juan Capistrano
- Santa Ana
- Seal Beach
- Stanton
- Tustin
- Villa Park
- Westminster
- Yorba Linda

County of Orange

- agencies
- Costa Mesa Sanitary District
- East Orange Water District
- El Toro Water District
- Irvine Ranch Water District
- OC Sanitation District
- OC Transportation Authority
- OC Water District
- Transportation Corridor Agencies

**PLEDGE OF ALLEGIANCE**

**I. CALL TO ORDER / ROLL CALL**

(Chair Lou Bone)

- Lou Bone, Chair, District 17
- Richard Dixon, Vice-Chair, District 13
- Cathryn DeYoung, District 12
- Tod Ridgeway, District 14
- Vacant, District 15
- Vacant, District 16
- Alta Duke, District 18
- Richard Chavez, District 19
- Ron Bates, District 20
- Art Brown, District 21
- Bev Perry, District 22
- Debbie Cook, District 64

- Tim Keenan, Cities At-Large
- Bill Campbell, County At-Large
- Phil Anthony, ISDOC
- Peter Herzog, OCD, LOCC
- Shirley McCracken, OCSD
- Denis Bilodeau, OCTA
- Chris Norby, SCAG-County Rep. *(not activated)*
- Bill Craycraft, SCAQMD – Cities Representative
- Jim Silva, SCAQMD–County Representative
- Dave Swerdlin, TCAs
- Owen Holmes, University Representative
- Al Hollinden, Private Sector

**II. OATH OF OFFICE**

(Clerk of the Board)

An oath of office will be administered to members and alternates present who are joining the OCCOG Board of Directors.



### III. PUBLIC COMMENTS

At this time members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

Any person wishing to address the Board on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Board of Directors in writing and only pertinent points presented orally.

### IV. CONSENT CALENDAR

All matters listed under the Consent Calendar are routine and will be enacted by one vote without separate discussion unless Members of the Board, the public, or staff request specific items be removed from the Consent Calendar for separate action or discussion.

- |    |   |                                  |    |
|----|---|----------------------------------|----|
| A. | <b>Minutes from March 25, 2004,<br/>Board Meeting</b> | (Clerk of the Board)             | 05 |
|    | <i>Recommended Action:</i> Approve minutes.           |                                  |    |
| B. | <b>Report on the OCCOG TAC</b>                        | (Tracy Sato,<br>OCCOG TAC Chair) | 11 |
|    | <i>Recommended Action:</i> Receive report.            |                                  |    |
| C. | <b>Air Quality Report</b>                             | (Annabel Cook)                   | 17 |
|    | <i>Recommended Action:</i> Receive report.            |                                  |    |
| D. | <b>Growth Visioning Program</b>                       | (Heather Dion)                   | 21 |
|    | <i>Recommended Action:</i> Receive and file.          |                                  |    |

### V. ACTION ITEMS

- |    |  |                                      |    |
|----|--|--------------------------------------|----|
| A. | <b>Approve Reduce Orange County Congestion<br/>Program Criteria and Call for Projects</b>                  | (Dr. Jim Hart,<br>Chair, ROCC Group) | 23 |
|    | <i>Recommended Action:</i> Approve Reduce Orange County Congestion Program criteria and call for projects. |                                      |    |

### V. Presentation

- |    |  |                             |    |
|----|--|-----------------------------|----|
| A. | <b>Contemporary Infill Development</b>     | (Tom Bak,<br>Trammell Crow) | 41 |
|    | <i>Recommended Action:</i> Receive report. |                             |    |

VI. REPORTS

- A. Update on SCAG's Overall Work Program for 2004-2005 (Michael Gold) 43

Recommended Action: Receive and file.

- B. Inter-Regional Partnership Update (Heather Dion) 45

Recommended Action: Receive and file.

- C. Report from OCCOG Chair (Chair Bone) 47

Recommended Action: Receive and file.

- VIII. MATTERS FROM BOARD MEMBERS (Chair Bone)

- IX. MATTERS FROM MEMBER AGENCIES (Chair Bone)

- X. MATTERS FROM STAFF (Chair Bone)

- XI. ADJOURNMENT

Next Meeting: Thursday, May 27, 2004, 9:00 a.m.

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**ORANGE COUNTY  
COUNCIL OF GOVERNMENTS**

Agenda Item 29  
April 22, 2004  
Page 39 of 74

**ITEM IV. A.**

**STAFF REPORT**

**Subject:** Minutes from March 25, 2004 OCCOG Board of Directors Meeting

**Summary:** Attached are the minutes from the March 25, 2004 OCCOG Board of Directors meeting.

**Recommendation:** Approve minutes.

**Attachment:** Minutes from March 25, 2004 OCCOG Board of Directors Meeting

**Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844

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**000005**



**ORANGE COUNTY  
COUNCIL OF GOVERNMENTS**

**MINUTES OF A REGULAR MEETING OF THE  
ORANGE COUNTY  
COUNCIL OF GOVERNMENTS**

**BOARD OF DIRECTORS**

**HELD**

**March 25, 2004**

A regular meeting of the Orange County Council of Governments was called to order at 9:04 a.m. by Chair Lou Bone at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Board Member Tod Ridgeway.

**I. CALL TO ORDER / ROLL CALL**

Roll was taken by the Deputy Clerk of the Board.

**PRESENT:**

Lou Bone, Chair, District 17  
Richard Dixon, Vice-Chair, District 13  
Tod Ridgeway, District 14  
Alta Duke, District 18  
Art Brown, District 21  
Bev Perry, District 22  
Debbie Cook, District 64  
Tim Keenan, Cities At-Large  
Phil Anthony, ISDOC  
Peter Herzog, OCD, LOCC  
Shirley McCracken, OCSD  
Dave Swerdlin, TCAs  
Al Hollinden, Private Sector

**ABSENT:**

Cathryn DeYoung, District 12  
Libby Cowan, District 15  
Richard Chavez, District 19  
Ron Bates, District 20  
Bill Campbell, County At-Large  
Denis Bilodeau, OCTA  
Chris Norby, SCAG-County Rep.  
Bill Craycraft, SCAQMD-Cities Rep.  
Jim Silva, SCAQMD – County Rep  
Owen Holmes, University Rep.

**VACANT:**

District 16

**II. OATH OF OFFICE**

The Deputy Clerk of the Board administered the Oath of Office to Arlene Schafer, Alternate, Independent Special Districts of Orange County, and John Beauman, Alternate, District 22.

### III. PUBLIC COMMENTS

There were no public comments.

### IV. CONSENT CALENDAR

It was moved by Board Member Brown and seconded by Board Member Duke, to approve Consent Calendar Items A-F. The motion carried unanimously, with Board Members DeYoung, Cowan, Chavez, Bates, Campbell, Bilodeau, Norby, Craycraft, Silva and Holmes absent from the meeting.

#### A. Minutes from February 26, 2004

Action: Approved minutes, with Board Member Ridgeway and Herzog abstaining due to their absence from the February 26, 2004, meeting.

#### B. Report on the OCCOG TAC

Action: Received report.

#### C. Air Quality Report

Action: Received report.

#### D. Growth Visioning Program

Action: Received report.

#### E. Reduce Orange County Congestion Program

Action: Received report.

#### F. Inter-Regional Partnership Update

Action: Received report.

### V. ACTION ITEMS

#### A. Draft 2004 Regional Transportation Plan

Annabel Cook provided background information on this item.

Action: Board Member Brown moved, Board Member Keenan seconded, and the motion carried unanimously, to support OCTA's comments regarding the Draft 2004 Regional Transportation Plan.

000007

**B. Appoint OCCOG Subregional Representatives to SCAG Policy Committees**

Annabel Cook provided background information on this item.

Action: Board Member Herzog moved, Board Member Dixon seconded, and the motion carried unanimously, to appoint the following individuals as OCCOG Subregional representatives to SCAG Policy Committees:

- Councilmember Gil Coerper to the Community, Economic and Human Development (CEHD) Policy Committee;
- Councilmember Doug Davert to the CEHD Policy Committee;
- Councilmember Bob Hernandez to the Transportation and Communications Policy Committee; and
- Councilmember Marilynn Poe to the CEHD Policy Committee.

OCCOG staff was directed to send a second Subregional Representative solicitation letter for the remaining three vacancies, indicating that only appointments to CEHD and the Energy and Environment Policy Committees are being sought. Board Member Perry stated, as SCAG President, that OCCOG should make an effort to appoint representatives to all three policy committees – CEHD, TCC and EEC – so that a balance of representation can be achieved.

**VI. REPORTS**

**E. Report from OCCOG Chair**

Chair Bone reminded the Board that after the Board meeting's adjournment, there would be a special SCAG Compass Program Southland Policy Dialogue and that everyone was welcome to attend.

**VII. MATTERS FROM BOARD MEMBERS**

No matters were discussed.

**VIII. MATTERS FROM MEMBER AGENCIES**

No matters were discussed.

**IX. MATTERS FROM STAFF**

Annabel Cook reminded the Board that completed Form 700s were due on April 1, 2004.

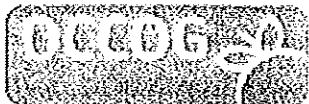
**X. ADJOURNMENT**

Chair Bone adjourned the meeting at 9:32 a.m. to the next regular meeting, to be held on Thursday, April 22, 2004, beginning at 9:00 a.m., at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

\_\_\_\_\_  
CHAIR OF THE ORANGE COUNTY COUNCIL OF  
GOVERNMENTS BOARD OF DIRECTORS

ATTEST:

\_\_\_\_\_  
CLERK OF THE BOARD



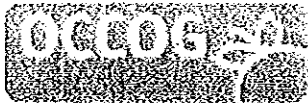
ORANGE COUNTY  
COUNCIL OF GOVERNMENTS

ITEM IV, B.

STAFF REPORT

- Subject:** Report on April 6, 2004, OCCOG TAC Meeting
- Summary:** The OCCOG Technical Advisory Committee (TAC) Chair Joel Rosen and OCCOG staff has provided the OCCOG Board with the most recent OCCOG TAC minutes for review.
- Recommendation:** Receive report.
- Attachment:** Minutes from the April 6, 2004, OCCOG TAC meeting
- Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844

000011



**ORANGE COUNTY  
COUNCIL OF GOVERNMENTS**

**MINUTES OF A REGULAR MEETING OF THE ORANGE COUNTY COUNCIL OF  
GOVERNMENTS**

**TECHNICAL ADVISORY COMMITTEE**

**HELD**

**April 6, 2004**

A regular meeting of the Orange County Council of Governments Technical Advisory Committee was called to order at 10:00 a.m. by Joel Rosen at the City of Orange, City Hall, Conference Room C; 300 East Chapman, Orange, CA 92866

**I. CALL TO ORDER/INTRODUCTIONS**

**Joel Rosen**

Roll was taken by sign-in sheet.

**II. PUBLIC COMMENTS**

There were no public comments

**III. REPORTS**

**a. Election for OCCOG TAC Chair**

**Annabel Cook**

*Action:* Receive report

---

Annabel Cook introduced the issue of electing a new TAC Chair to replace Joel Rosen who has served as TAC Chair since the formation of OCCOG. Joel Rosen administered the election. Tracy Sato was elected unanimously as the new TAC Chair although she was not present. Pat Dapkus will serve as TAC Vice-Chair.

**b. Report on the March 25, 2004, OCCOG  
Board Meeting**

**Heather Dion**

*Action:* Receive report

The OCCOG Board approved supporting OCTA's comments regarding the SCAG 2004 Regional Transportation Plan. Those comments were forwarded to SCAG. The Regional Council approved the RTP on April 1, 2004.

**000013**



Additionally, there was a very positive turnout for the Compass Southland Policy Dialogues. Comments from these dialogues were incorporated into the SCAG Compass report. A copy of the Compass Draft Growth Vision Preliminary Summary was distributed.

**c. Orange County Projections Update**

**Dr. Bill Gayk**

Action: Receive report

The Orange County Projections 2004 were adopted by the OCCOG Board in February and SCAG incorporated these projections SCAG's growth forecast for Orange County. A report summarizing OCP 2004 will be made available in approximately one month to Orange County cities. The OCCOG Board has requested that a letter be distributed to elected officials, staff and city managers, explaining the adoption process. A presentation about the adoption process for city managers is in the works.

**d. Housing Inventory Supply**

**Deborah Stickley-Diep**

Action: Receive report

Deborah Stickley-Diep of CDR presented an update of the Housing Inventory Supply (HIS) on behalf of Scott Martin from CDR. A hard-copy of the HIS PowerPoint presentation was distributed to the group and a full presentation on the HIS, presented by Scott Martin, is available to cities upon request.

The HIS process was formerly a responsibility of the County, passed to CDR, to maintain a record of housing units throughout the County. Beginning with census data, information is Geo-coded (by address) and updated annually by CDR. Cities should submit housing inventory data on a quarterly basis, although some cities submit information each month. This report is submitted to the California State Department of Finance at the end of the year.

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Included in the agenda are two documents concerning the Automated Housing Permit Tracking for filing housing inventory reports and a Residential Activity Report Instruction sheet. The first document explains the "automated option," an electronic form of filing regular housing inventory reports. The second document explains the procedures and submission process for the Housing Inventory Supply survey. TAC members recommended that the TAZ column be added to the document.

**e. ROCC**

**Heather Sowers**

Action: Receive report

Heather Sowers presented on behalf of the Reduce Orange County Congestion Technical Advisory Group. OCCOG has been appropriated \$900,000 in federally earmarked funds for local projects that reduce traffic congestion in Orange County.

Presently, the ROCC Group is developing the selection criteria to evaluate proposals. The criteria are now in draft form and will be presented to the Board on April 22, 2004.

Notices regarding the availability of the requests for proposals will be emailed to TAC members, city clerks, city staff and city managers. Any member cities of OCCOG are eligible to apply for grants. Partnerships between cities are encouraged.

**f. Growth Visioning**

**Heather Dion**

Action: Receive report

The OCCOG Growth Visioning Workshop was well attended. Approximately 100 people from 26 cities, CalTrans, OCTA, water districts and the private development community, including 13 elected officials, participated in the growth visioning exercises at the Tustin Community Center. Participant feedback has been very positive.

A final report, to be prepared by the Solimar Research Group, will be reviewed by staff and presented to the OCCOG Board in the next two months.

**g. Air Quality Update**

**Annabel Cook**

Action: Receive report

Annabel Cook presented three items to the TAC members regarding the Air Quality Update. First, there will be a National Alternative Fuel Vehicle Day Odyssey on April 8, 2004 at the South Coast Air Quality Management District and co-sponsored by OCCOG. This free event will showcase efficient choices in transportation by the Air Quality Management District and automakers. The district will be covering rules and regulations and compliance issues for AFV fleets and filling stations.

Second, the SCAQMD is holding a series of Draft Model Air Quality Element public consultation meetings. These meetings are designed to discuss the draft model elements with the public and collect comments. The ultimate adoption of an Air Quality Element by a city or the county is entirely voluntary. The next meeting will be held on Thursday, April 15, 2004 in San Bernadino.

Last, SCAQMD is supporting SB 1397 to regulate federal sources of air pollution. Specifically, SB 1397 would give local governments the ability to regulate the emissions of federal sources such as trains, planes and ships. A handout was distributed.

#### **IV. MATTERS FROM COMMITTEE MEMBERS**

There were no additional matters from committee members.

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