

**PLEASANT VALLEY RECREATION & PARK DISTRICT
CITY OF CAMARILLO, CITY HALL COUNCIL CHAMBERS
601 CARMEN DR., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
June 5, 2019**

5:30 P.M. CLOSED SESSION

1. CALL TO ORDER

A. Adjourn to Closed Session

B. CLOSED SESSION

1) Conference with Labor Negotiators

The Board will conduct a closed session, pursuant to Govt. Code Section 54957.6, with the District's negotiators, Mary Otten, Kathryn Drewry, Eric Storrie and Board Counsel, regarding labor negotiations with the employee organization, SEIU Local 721.

C. Reconvene into Regular Meeting

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #631

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. AMENDMENTS TO THE AGENDA - This is the time and place to change the order of the agenda, delete, or add any agenda item(s) and to remove any consent agenda items for discussion.

5. PRESENTATIONS

A. District Highlights

B. Senior Volunteer Recognition

6. PUBLIC COMMENT - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

7. CONSENT AGENDA – Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.

A. Minutes for Special Board Meetings of April 25, May 1, May 2 and May 16, 2019 and Regular Board Meeting of May 1, 2019

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

Approval of District's disbursements dated on or before May 24, 2019.

C. Financial Report

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for April 30, 2019.

D. Consideration and Adoption of Resolution No. 628 for Appropriation Amount Subject to Gann Limitation, FY 2019-2020

Every fiscal year staff brings a staff report and resolution asking the Board to adopt a resolution setting the Gann Limit for the upcoming fiscal year.

E. Approve Resolution No. 629 Terminating the Continuation of the Local Emergency that Resulted Due to the Hill Fire 2018

Over the past seven months all emergency repairs/replacements needed to get Camarillo Grove Park back in a safe operating status have taken place.

8. PUBLIC HEARING – A Public Hearing on the continuation of the Park Maintenance and Recreation Improvement District Assessment in FY 2019-2020.

A. Consideration and Adoption of Resolution No. 630 Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for FY 2019 - 2020 for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District

The final step in levying assessments for the upcoming fiscal year is the adoption of a resolution directing Assessment Levies for FY 2019-2020, confirming the diagram, and accepting the Engineer's Report.

Suggested Actions: A MOTION to Adopt Resolution No. 630 accepting the Engineer's Report and ordering the levy of assessment at \$41.32.

9. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of Preliminary Fiscal Year 2019-2020 Budgets for the General Fund, the Assessment District and Quimby Expenses

The preliminary FY 2019-2020 budgets were presented to the Board for discussion at three budget workshops in April and May.

Suggested Action: A MOTION to Approve the Preliminary FY 2019-2020 Budgets.

B. Consideration and Approval of Bid Award for the Pre-Fabricated Restroom Facilities to Public Restroom Company

Staff was directed to investigate the cost, location, as well as the possible design of a restroom facility to be located at Mel Vincent Park due to park usage.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into an agreement with Public Restroom Company for the portable restroom building located at Mel Vincent Park.

C. Consideration and Approval of Bid Award for Valle Lindo Restrooms Remodel Project to United Construction and Landscape, Inc.

Plans are to retrofit the existing restroom building at Valle Lindo Park to include separate ADA compliant men's and women's restrooms and a remodel of the attached pavilion.

Suggested Action: A MOTION to Approve the bid and award the project to United Construction and Landscape, Inc. for \$313,950 plus the 10% contingency for a total project cost of \$345,345.

D. Legislative Advocacy Policy

California Special Districts Association (CSDA) provides member Districts with access to a Legislative call each month to discuss potential legislation. This policy would allow the General Manager to submit letters on behalf of the District on certain principles as defined by the District Board.

Suggested Action: A Motion to Approve the Legislative Advocacy Policy as reviewed and approved by the Policy Committee.

10. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:

- A. Chairman Kelley
- B. Ventura County Special District Association/California Special District Association
- C. Ventura County Consolidated Oversight Board
- D. Santa Monica Mountains Conservancy
- E. Standing Committees – Finance, Liaison, Long Range Planning, Personnel and Policy
- F. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager's Report

11. ORAL COMMUNICATIONS- Informal items from Board Members or staff not requiring action.

12. ADJOURNMENT

Notes: The Board of Directors reserves the right to modify the order in which agenda items are heard. Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the Friday preceding the Wednesday Board meeting.

Announcement: Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

**Pleasant Valley Recreation and Park District
Minutes of Special Meeting
April 25, 2019**

1. CALL TO ORDER

Call to Order

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:05 p.m. by Chairman Kelley.

2. PLEDGE of ALLEGIANCE

3. ROLL CALL

Roll Call

All present.

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Clerk of the Board/Administrative Analyst Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Megan Hamlin, Recreation Supervisors Jane Raab and Lanny Binney; Park Supervisor Nick Marienthal, Human Resources Specialist Kathryn Drewry and Accounting Specialist Fil Santos.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

No comments.

6. FY 2019-2020 BUDGET WORKSHOP

A. District Overview

General Manager Mary Otten provided an overview of the District departments, Fund categories and the opportunities and challenges for FY 2018-2019. Discussion included: the rising costs of CalPERS (unfunded liability), tax apportionment calculations, need for City's projections, question on designation of supplemental tax revenue, decrease in ROPS payments, no election costs, and the addition of a grant writer for larger grants.

B. Administrative Services Department

Administrative Services Manager Leonore Young presented the Administrative Services Department Budget for FY2019-2020.

The projected 2019-2020 Budget for the Administrative Services Department:

Total Revenue	\$ 45,420
Total Expenditures	\$ 2,603,941

Discussion included: OPEB payments, PEMCHA, personnel increase for an additional Administrative Analyst, codification costs for digitalizing searchable board related items such as agendas and resolutions; current reserves and Foundation accomplishments.

C. Recreation Services Department

Recreation Services Manager Eric Storrie presented the Recreation Services Department Budget for FY2019-2020.

The projected 2019-2020 Budget for the Recreation Services Department:

Total Revenue	\$ 1,016,387
Total Expenditures	\$ 1,616,572

Discussion included: development of additional revenue generating programs, partnerships with YMCA, City of Camarillo, and Child Development Center; streamlining contract instructor process, popularity of Camp Funtastic, limiting class space and off site locations, marketing and positive presence in social media.

D. Other Budget Related Items

General Manager Mary Otten updated the Board regarding the Senior and Community Recreation Facility Project. The addition of a grant writer position could focus on the procurement of possible funds for the new center. The architects, LPA, Inc. are in the current budget and will be providing designs at the next community meeting.

7. ORAL COMMUNICATIONS

None.

8. ADJOURNMENT

Chairman Kelley adjourned the meeting at 6:53 p.m.

Respectfully submitted,

Karen Roberts
Recording Secretary

Approval,

Robert Kelley
Chairman

**Pleasant Valley Recreation and Park District
Minutes of Regular Meeting
May 1, 2019**

1. CALL TO ORDER

Call to Order

The regular meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:30 p.m. by Chairman Kelley.

A. ADJOURNED TO CLOSED SESSION

The Board adjourned to closed session at 5:30 p.m.

B. CLOSED SESSION

1) Conference with Labor Negotiators

Pursuant to Government Code Section 54957.6, the Board conducted a closed session with the District's negotiators, Mary Otten, Kathryn Drewry and Eric Storrie regarding labor negotiations with the employee organization, SEIU Local 721.

C. REGULAR MEETING RECONVENED

The regular meeting of the Pleasant Valley Recreation and Park District was reconvened at 6:00 p.m. General Manager Mary Otten reported that the Board voted 5-0 in favor of going to mediation with the employee organization, SEIU Local 721.

2. PLEDGE OF ALLEGIANCE

Mark Malloy led the pledge.

3. ROLL CALL

Roll Call

Ayes: Malloy, Mishler, Dixon, Magner, Chairman Kelley

Absent:

ALSO PRESENT: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Representative/Recording Board Secretary Karen Roberts, Administrative Analyst Megan Hamlin, Recreation Supervisors Lanny Binney and Jane Raab; Park Supervisor Nick Mariantal, Recreation Specialist Sarah Scrivano, Recreation Coordinator Katlyn Simber-Clickener, Kathleen Kelley, Bob Aaron and Rich Frank.

4. AMENDMENTS TO THE AGENDA

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Dixon to approve the agenda as presented.

**Motion to
Approve
Agenda**

Voting was as follows:

Ayes: Magner, Dixon, Malloy, Mishler, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

5. PRESENTATIONS

A. District Highlights

Recreation Coordinator Katlyn Simber-Clickener introduced Recreation Specialist Sarah Scrivano who presented the highlights of the District's May/June activities, programs and special events.

B. Eagles Soccer Club

Recreation Supervisor Lanny Binney introduced Kathleen Kelley, president of the Eagles Soccer Club, who presented the group's events for the year. The Eagles started up a new recreational fall and spring league for 5-7 year olds which will feed into the competitive 8U league. The Eagles had over 62 players in the recreational league and over 600 in the competitive league. Six teams play in the US soccer league. The Eagles' snack bar provides a service for parents to volunteer their time.

6. PUBLIC COMMENT

Chairman Kelley received one speaker card from Clerk of the Board Anthony Miller. Bob Aaron of Camarillo mentioned that the 3 minute rule for public comment is good, but that it is restrictive in terms of presenting information that the public would like to have the Board discuss and take action. Mr. Aaron stated that the Eagles Soccer Club has been dominating the District for years and would like the Board to address opportunities and funds for other youth not on these competitive teams. Mr. Aaron requested that the Board come up with a format that will allow for public presentations that are meaningful to the District.

7. CONSENT AGENDA

- A. Minutes for Regular Board Meeting of April 3, 2019 and Special Board Meeting of April 15, 2019
- B. Warrants, Accounts Payable & Payroll thru April 18, 2019
- C. Financial Report
- D. Approve Resolution No. 623 to Continue the Local Emergency that Resulted Due to the Hill Fire 2018
- E. Consideration and Adoption of Resolution No. 624, Declaring Intention to Levy Assessments for FY 2019-2020, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve the Consent Agenda.

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Motion: Carried

**Motion to
Approve Consent
Agenda**

Carried

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Rejection of all Bids for the Valle Lindo Restrooms Remodel Project
Park Services Manager Bob Cerasuolo requested that the Board reject all bids that were proposed for the Valle Lindo Restrooms Remodel Project. The lowest bid was \$100,000 over the engineer's estimate. To reduce the cost of construction, Leach Mounce Architects recommended removing the proposed tile work and changing the pavilion specification from aluminum to wood slats.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to reject all bids received for the Valle Lindo Park restrooms remodel project and authorize the General Manager to adjust the scope and re-advertise the project for construction bids.

**Motion to Reject
All Bids Received
for Valle Lindo
Restroom
Remodel**

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

B. Consideration and Approval for the Purchase of Park Tables for Camarillo Grove Park
Park Supervisor Nick Marienthal provided a recommendation for the General Manager to purchase 27 replacement tables for Camarillo Grove Park from Pilot Rock. The original tables were damaged in the Hill Fire of November 2018. A balance of \$35,116 from the \$73,000 paid from the District's insurance company is available to cover the costs of the tables. Discussion included coverage of staff overtime during the fire and supplies used at the fire command post at Freedom Center and the evacuation center at the Community Center.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Dixon to authorize and approve the General Manager to purchase replacement tables for Camarillo Grove Park from Pilot Rock in the amount of \$20,840.20.

**Motion to Approve
Purchase of Tables
For CG Park**

Voting was as follows:

Ayes: Magner, Dixon, Malloy, Mishler, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

C. Approving Resolution No. 625 Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act (PEMCHA) with Respect to a Recognized Employee Organization

Administrative Services Manager Leonore Young presented Resolution No. 625 to correct inadvertent errors in prior resolutions adopted by the District in 2013 addressing employer health care contributions.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve Resolution No. 625, fixing the employer contribution at an equal amount for employees and annuitants under the PEMCHA with respect to a recognized employee organization.

**Motion to
Approve Reso 625
Employer
Contribution
Under PEMCHA**

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Motion: Carried

Carried

D. Consideration and Direction Regarding Legislative Bill ACA 1

General Manager Mary Otten presented a draft letter written to California State Assembly Member Cecilia Aguiar-Curry regarding support of Legislative Bill ACA 1. CSDA is requesting support of the bill which will reduce the voter-approval threshold from two-thirds to 55% for local agencies to fund public infrastructures. Discussion included: the lower threshold as a more realistic target and a safety net for the District; and concern for the voters in a highly taxed state.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve the draft letter written to California State Assembly Member Cecilia Aguiar-Curry regarding support of Legislative Bill ACA 1.

**Motion to
Approve ACA 1
Support Letter
to CA State
Assembly**

Voting was as follows:

Ayes: Magner, Mishler, Malloy

Noes: Dixon, Chairman Kelley

Absent:

Motion: Carried

Carried

E. Consideration and Approval of Resolution No. 626, Adopting a District Grant Application Policy

Administrative Analyst Anthony Miller presented a resolution to adopt a proposed grant application policy. A large number of grants that the District may qualify for have not been pursued due to timing and coordination of application cycles. The policy will provide the General Manager flexibility to approve grant applications in a timely manner while allowing the Board to review larger funding requests. Discussion included: streamlining the application process, focusing on grant opportunities that support current programming, and assessing the grant amount authorized by the General Manager.

Chairman Kelley called for a motion. A motion was made by Director Mishler and seconded by Director Magner to approve Resolution No. 626, adopting the proposed District Grant Application Policy and replacing any noted monetary amount limit listed in the policy and resolution with the words "the General Manager's authorized purchasing limit".

**Motion to
Approve Reso
626, Grant Policy**

Voting was as follows:

Ayes: Mishler, Magner, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

9. INFORMATIONAL ITEMS

- A. Chairman Kelley – Chairman Kelley stated that the parks look great.
- B. Ventura County Special District Association/California Special District Association – Director Magner stated that the June 4th VCSDA meeting will take place at PVRPD's Senior Center. CSDA – Director Magner stated CSDA is looking for letters of opposition to SB13 which would limit developer impact fees. Also, CSDA has a video contest that is offering scholarships for high school and college students. Ms. Magner will be going to Legislative Days with General Manager Otten in Sacramento on May 20. Ms. Otten will represent Ventura County's special districts at the CSDA executive board dinner.
- C. Ventura County Consolidated Oversight Board – No meeting.
- D. Santa Monica Mountains Conservancy – Director Mishler reported that LA County and Ventura County are working together to look at alternative weed control other than the use of Round-Up which may be banned in the near future.
- E. Standing Committees – Finance – Director Malloy stated that the second tax check is in and we are up \$400 thousand dollars so far and that expenses are under budget. Liaison – Director Dixon reported that the first community meeting for the senior and community recreation facility project was held last week. The next community workshop will be held on June 6. Personnel – Director Magner stated that the committee discussions were evident in the recent budget workshop. Long Range Planning – Director Malloy reported that the committee received information regarding the LAFCo annexation process from the attorneys. Policy – Nothing to report.
- F. Foundation for Pleasant Valley Recreation and Parks – Director Magner stated that the fundraiser at Cronie's will be held on May 14 and that the Food Truck Festival will be held on May 25. The Foundation is looking for sponsorships for the Camarillo Grove Park fundraiser on August 17.
- G. General Manager's Report – General Manager Mary Otten reported that the Camarillo Grove Park playground report should come before the Board in June and that the shade structure at Nancy Bush Park should be up within a few weeks. Other happenings within the District are new irrigation and a backstop at Freedom Park and a May 8 Camarillo Grove Park site visit for the habitat funds grant consideration.

10. ORAL COMMUNICATIONS

Director Mishler attended the Rotary Club meeting and helped to plant 20 oak trees at Camarillo Grove Park. Several directors positively commented on the new playground at Nancy Bush Park and that PVRPD's presence on social media is having an impact.

11. ADJOURNMENT

Chairman Kelley adjourned the meeting at 7:30 p.m.

Respectfully submitted,

**Karen Roberts
Recording Secretary**

Approval,

**Robert Kelley
Chairman**

Pleasant Valley Recreation and Park District
Minutes of Special Meeting
May 1, 2019

1. CALL TO ORDER

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 7:30 p.m. by Chairman Kelley.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

All present.

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Megan Hamlin, Park Supervisor Nick Marienthal, and Recreation Supervisor Jane Raab.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

No comments.

6. NEW ITEMS-DISCUSSION/ACTION

A. Consideration and Bid Award for Architectural Design Services for the Arneill Ranch Park Renovation Project and Adopt Resolution No. 627 Authorizing a Concurrent Capital Budget Adjustment

Administrative Analyst Anthony Miller presented a request to select Withers & Sandgren, Ltd. for architectural design services for the Arneill Ranch Park Renovation Project. Mr. Miller introduced Lacey Withers, the principal landscape architect and project manager in the audience. Discussion included: the firm's familiarity with Proposition 68 grant eligibility requirements, the proposed project schedule, community involvement and favorable work experience.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve and authorize the General Manger to enter into an agreement with Withers & Sandgren, Ltd. for architectural design services for the Arneill Ranch Park Renovation Project.

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Motion: Carried

**Motion to
Approve Withers
& Sandgren for
Arneill Ranch
Park Reno Design**

Carried

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to adopt Resolution No. 627 approving a Capital Improvement Budget adjustment not to exceed \$105,472.67 for the design of the Arneill Ranch Park Renovation Project.

**Motion to Adopt
Reso 62, Capital
Budget Adj for
Design of Arneill
Ranch Park**

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Motion: Carried

Carried

7. ORAL COMMUNICATIONS

None.

8. ADJOURNMENT

Chairman Kelley adjourned the meeting at 7:43 p.m.

Respectfully submitted,

Approval,

**Karen Roberts
Recording Secretary**

**Robert Kelley
Chairman**

**Pleasant Valley Recreation and Park District
Minutes of Special Meeting
May 2, 2019**

1. CALL TO ORDER

Call to Order

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:04 p.m. by Chairman Kelley.

2. PLEDGE of ALLEGIANCE

3. ROLL CALL

Roll Call

All present.

Also present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Recreation Services Manager Eric Storrie, Park Services Manager Bob Cerasuolo, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Administrative Analyst Megan Hamlin, Park Supervisor Nick Marienthal and Parks Lead Brandon Lopez; Recreation Supervisors Jane Raab, Macy Trueblood and Lanny Binney; and Accounting Specialist Fil Santos.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

No comments.

6. FY 2018-2019 BUDGET WORKSHOP

General Manager Mary Otten updated the Board regarding tax apportionment calculations discussed in the April 25, 2019 Budget Workshop. The City is budgeting a 4.03% increase for taxes based on the number of new houses coming in for this next year. The District is currently at 2.25% and on target so far for this year. Staff is recommending 2.25% for FY 2019-2020. Discussion included: starting with a lower percentage and allowing for a budget adjustment at a later time, the increase in rubbish and refuse line item, and the city's determination which is based on consultants, polls and multiple revenue sources.

A. Park Services Department

Park Services Manager Bob Cerasuolo presented the Park Services Department Budget for FY 2019-2020.

The projected 2019-2020 Budget for the Park Services Department:

Total Revenue	\$ 442,670
Total Expenditures	\$ 3,678,323

Discussion included: utility usage, vehicle replacement, drop in personnel wages due to vacant key position, scholarships for CSDA General Manager Leadership Summit in June, increasing water costs, and the listing of total City fees within each project.

B. Capital Improvements

Park Services Manager Bob Cerasuolo presented the projected Capital Improvement Project list for FY 2019-2020.

1. Freedom Park Parking Lot & Skyway Drive	\$250,000
2. P.V. Fields Facility Painting	\$ 15,000
3. Lamps/Poles Replacement – Mission Oaks	\$ 53,000
4. L.E.D. Lighting Springville Tennis Courts	\$ 22,000
5. Two Fleet Vehicles	\$ 64,000
6. Community Center Kitchen	Mid-Year
7. Freedom Center Remediation	
 TOTAL	 \$404,000

Discussion included: New Zealand Christmas trees and eucalyptus varieties at Charter Oak Park, mid-year evaluation of Community Center kitchen based on architect designs, etc. and possible cost of up to \$200,000 for commercial kitchen renovation, qualification of Freedom Center remediation under Quimby or capital budget, and fleet replacement.

C. Fund 30 – Quimby Funds

General Manager Mary Otten reviewed the qualifications for using Quimby fees. Staff recommended that the public hearings for all of the proposed Quimby projects for FY 2019-2020 be done as the same time as the Budget hearing for efficiency.

Proposed FY 2019-2020 Quimby Projects:

1. Shower and Restrooms – Aquatic Center	\$ 500,000
2. Freedom Center Remodel ADA Restrooms	\$ 500,000
3. Camarillo Grove Upper Restroom ADA Compliance	\$ 50,000
4. Master Plan Arneill Ranch Park	\$ 400,000
5. Community Center Kitchen	Mid-Year
 TOTAL	 \$1,450,000

Discussion included: the need to have ADA compliancy within the District restrooms, popularity of Freedom Center for rentals, January 2020 sunset of \$1,000,000 (one million dollars) from the Comstock project fees which could be used for the Freedom Center and the Aquatic Center; possibility of using current Freedom Center restrooms for storage and replacing with pre-fabricated restrooms or converting the current Sunshine Room to restrooms; and locating the best spot for a pin drop at Arneill Ranch Park.

D. Fund 20 – Assessment District

Administrative Services Manager Leonore Young presented the Assessment District Budget for FY 2019-2020.

The projected 2019-2020 Budget for the Assessment District:

Total Revenue	\$ 1,151,522
Total Expenditures	\$ 1,143,542

Discussion included: assessments by zone of benefit, SCI consultation on assessment change with improvements, increasing tree care budget by at least \$5,000 for trees past their life expectancy, irrigation at Charter Oak Park, security cameras and possible cost of Wi-Fi at PV Fields, and county or city assistance with Willis Road paving at Freedom Park. A Board suggestion was made to wait until mid-year for any new proposed Quimby projects until there is better direction from the LPA, Inc. architects regarding the new senior and community recreation facility. The work at the Aquatic Center would be most affected because the work needs to be completed during the December/January period. After a concern of losing projects, it was discussed to continue planning for the Aquatic Center shower and restrooms renovation project and to bring the other Quimby projects back in September.

E. Other Budget Related Items

None.

7. ORAL COMMUNICATIONS

None.

8. ADJOURNMENT

Chairman Kelley adjourned the meeting at 7:44 p.m.

Respectfully submitted,

Karen Roberts
Recording Secretary

Approval,

Robert Kelley
Chairman

**Pleasant Valley Recreation and Park District
Minutes of Special Meeting
May 16, 2019**

1. CALL TO ORDER

Call to Order

The special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:00 p.m. by Chairman Kelley.

2. PLEDGE of ALLEGIANCE

3. ROLL CALL

Roll Call

All present.

Also present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Recreation Services Manager Eric Storrie, Park Services Manager Bob Cerasuolo, Administrative Analyst/Clerk of the Board Anthony Miller, Customer Service Lead/Recording Board Secretary Karen Roberts, Recreation Supervisors Jane Raab and Macy Trueblood; Park Supervisor Nick Marienthal and Recreation Coordinator Katlyn Simber-Clickener.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

No comments.

6. FY 2019-2020 BUDGET WORKSHOP

General Manager Mary Otten reviewed the Board recommendations on revenues and expenditures for Fiscal Year 2019-2020. Ms. Otten followed up on a few items that the Board had requested in the previous budget workshop. An additional \$38,000 was recommended for tree care and irrigation at Charter Oak Park. With 178 trees in the Charter Oak Park windrow, the tree removal and replacement program need to be assessed yearly.

The second follow up item was the feasibility of security cameras. Administrative Analyst Anthony Miller presented the costs of about \$4000+ plus installation and maintenance costs for cameras at PV Fields. Discussion included: need for an additional server to store images, resolution and face recognition, record retention and public record requests, vandalism and safety at restrooms, cost of Wi-Fi, motion sensitive cameras, and a recommendation to hold off on the purchase of a new server until the need is revealed.

The third follow-up item was the tax apportionment calculation. General Manager Mary Otten stated that the City of Camarillo is proposing a property tax revenue increase of 4.03%. Staff is recommending increasing the District's percentage from 1.75% to 2.25%.

The fourth follow-up item was regarding the changes to the Fund 10 expense budget. Ms. Otten presented an increase for grounds maintenance, rubbish and refuse, tree care, and a security system. Revenue exceeds expenses by \$29,201.

Ten thousand dollars (\$10,000) was added to the Capital Improvement Projects Budget for irrigation at Charter Oaks Park for the windrow. Discussion included the addition of an electronic marquee at the Community Center, the schedule of community workshops for the Arneill Ranch Park Renovation project, and an additional \$5,000 for tree care in Fund 20.

7. ORAL COMMUNICATIONS

Director Magner thanked those that attended the Foundation fundraiser at Cronies on Tuesday, May 14.

8. ADJOURNMENT

Chairman Kelley adjourned the meeting at 6:02 p.m.

Respectfully submitted,

Karen Roberts
Recording Secretary

Approval,

Robert Kelley
Chairman

Pleasant Valley Recreation and Park District
Finance Report
April 2019

	Date	Amount	
Accounts Payables:	4/1-4/11/2019	\$ 697,562.57	Accounts Payable
	4/25/2019	\$ 70,013.57	Accounts Payable
	Total	\$ 767,576.14	
Payroll (Total Cost):	4/4/2019	\$ 132,230.40	Payroll- 4/4/2019
	4/18/2019	\$ 133,727.04	Payroll- 4/18/2019
	Total	\$ 265,957.44	
Outgoing:Online Payments			
	4/1/2019	\$ 29,285.36	CALPERS (4/2019 Hlth. Insurance)
	4/1/2019	\$ 1,018.69	City Of Camarillo Water
	4/2/2019	\$ 2,941.91	Socal Gas Co.
	4/3/2019	\$ 3,299.06	WEX (76) Fuel
	4/5/2019	\$ 13,309.22	CALPERS (Ret. For PR 4/4/2019)
	4/5/2019	\$ 2,135.35	Guardian- 4/2019 Dental Insurance
	4/5/2019	\$ 1,767.08	The Hartford- 4/2019- BL, LTD, STD & ADD Insurance
	4/5/2019	\$ 1,758.27	City Of Camarillo Water
	4/8/2019	\$ 691.58	Grainger
	4/9/2019	\$ 141.50	Culligan Water
	4/10/2019	\$ 251.29	Grainger
	4/10/2019	\$ 13.90	Culligan Water
	4/10/2019	\$ 9,250.54	Southern CA Edison
	4/15/2019	\$ 85.28	Southern CA Edison
	4/19/2019	\$ 500.40	VSP Insurance
	4/19/2019	\$ 13,350.77	CALPERS (Ret. For PR 4/18/2019)
	4/19/2019	\$ 9,343.62	EJ Harrison
	4/22/2019	\$ 110.76	AFLAC
	4/22/2019	\$ 1,949.25	City Of Camarillo Water
	4/22/2019	\$ 1,259.81	Southern CA Edison
	4/24/2019	\$ 195.08	Sprint
	4/24/2019	\$ 10.61	Time Warner
	4/26/2019	\$ 2,684.21	Southern CA Edison
	4/26/2019	\$ 7,536.26	City Of Camarillo Water
	4/27/2019	\$ 365.79	Socal Gas Co.
	4/27/2019	\$ 7,545.40	City Of Camarillo Water
	Total	\$ 110,800.99	
Grand Total		\$ 1,144,334.57	

CASH REPORT

	4/30/2019 Balance	4/30/2018 Balance	
Restricted Funds			
Debt Service - Resrtricted	\$ 364,975.09	\$ 636,128.66	
457 Pension Trust Restricted	\$ 70,195.01	\$ 83,265.63	
Quimby Fee - Restricted	\$ 98,685.12	\$ 188,068.52	
Multi-Bank Securities Restricted	\$ 660,764.48	\$ 661,107.82	
Ventura County Pool - Restricted	\$ 4,824,796.92	\$ 5,056,879.54	
FCDP Checking	\$ 20,934.04	\$ 29,446.30	
Total	\$ 6,040,350.66	\$ 6,654,896.47	
Semi-Restricted Funds			
Assessment	\$ 788,477.93	\$ 227,845.05	
Capital Improvement	\$ 34,024.65	\$ 21,185.20	
Capital - Vehicle Replacement	\$ 50,843.80	\$ 40,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 21,613.44	
LAIF Capital	\$ 2,810,736.18	\$ 2,321,995.79	
Contingency - Dry Period	\$ 271,000.00	\$ 181,000.00	
Contingency - Computer	\$ 10,000.00	\$ 5,000.00	
Contingency - Repair/Oper/Admin	\$ 30,000.00		
Total	\$ 3,700,480.50	\$ 2,819,483.28	
Unrestricted Funds			
Contingency	\$ 765,878.79	\$ 563,660.97	
Cal Trust	\$ 1,420,589.17	\$ 1,919,429.73	
General Fund Checking	\$ 919,774.96	\$ 447,125.30	
Total	\$ 3,106,242.92	\$ 2,930,216.00	
Total of all Funds	\$ 12,847,074.08	\$ 12,404,595.75	\$ 442,478.33

	5/8/2019 Balance	5/31/2018 Balance	
Restricted Funds			
Debt Service - Resrtricted	\$ 364,975.09	\$ 636,263.69	
457 Pension Trust Restricted	\$ 70,195.01	\$ 82,283.31	
Quimby Fee - Restricted	\$ 98,685.12	\$ 188,451.86	
Multi-Bank Securities Restricted	\$ 660,764.48	\$ 631,006.00	
Ventura County Pool - Restricted	\$ 4,824,796.92	\$ 5,056,879.54	
FCDP Checking	\$ 20,934.04	\$ 29,446.30	
Total	\$ 6,040,350.66	\$ 6,624,330.70	
Semi-Restricted Funds			
Assessment	\$ 788,477.93	\$ 205,846.28	
Capital Improvement	\$ 30,905.65	\$ 91,660.26	
Capital - Vehicle Replacement	\$ 50,843.80	\$ 40,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 21,613.44	
LAIF Capital	\$ 2,810,736.18	\$ 2,254,955.79	
Contingency - Dry Period	\$ 271,000.00	\$ 181,000.00	
Contingency - Computer	\$ 10,000.00	\$ 5,000.00	
Contingency - Repair/Oper/Admin	\$ 30,000.00		
Total	\$ 4,008,361.50	\$ 2,800,919.57	
Unrestricted Funds			
Contingency	\$ 765,878.79	\$ 749,820.15	
Cal Trust	\$ 1,420,589.17	\$ 1,919,492.73	
General Fund Checking	\$ 862,886.08	\$ 357,900.54	
Total	\$ 3,049,354.04	\$ 3,027,213.42	
Total of all Funds	\$ 13,098,066.20	\$ 12,452,463.69	\$ 394,610.39

MBS – Multi Bank Securities

MBS - US Treasury Type	December 27 2017	January 11 2018	February 15 2018	March 15 2018	April 7 2018	May 10 2018	June 6 2018	July 11 2018	Aug 9 2018
US 3 Month	1.427%	1.393%	1.558%	1.728%	1.694%	1.842%	1.900%	1.922%	2.003%
US 6 Month	1.488%	1.540%	1.775%	1.893%	1.860%	2.000%	2.067%	2.085%	2.173%
US 1 Year	1.670%	1.715%	1.920%	1.988%	1.954%	2.175%	2.223%	2.260%	2.343%
US 2 Year	1.891%	1.973%	2.176%	2.287%	2.266%	2.526%	2.520%	2.582%	2.649%
US 3 Year	2.000%	2.074%	2.391%	2.425%	2.397%	2.667%	2.650%	2.672%	2.728%
US 5 Year	2.215%	2.329%	2.630%	2.627%	2.584%	2.526%	2.809%	2.752%	2.811%
	Sept 11 2018	Oct 15 2018	Nov 11 2018	Dec 11 2018	Jan 11 2019	Feb 11 2019	March 13 2019	April 9 2019	May 8 2019
US 3 Month	2.095%	2.228%	2.327%	2.344%	2.345%	2.375%	2.388%	2.376%	2.399%
US 6 Month	2.255%	2.395%	2.464%	2.475%	2.437%	2.432%	2.445%	2.375%	2.388%
US 1 Year	2.435%	2.567%	2.637%	2.595%	2.490%	2.458%	2.435%	2.332%	2.295%
US 2 Year	2.744%	2.853%	2.924%	2.754%	2.537%	2.490%	2.463%	2.346%	2.297%
US 3 Year	2.820%	2.941%	2.990%	2.751%	2.504%	2.467%	2.433%	2.294%	2.264%
US 5 Year	2.869%	3.012%	3.039%	2.726%	2.520%	2.475%	2.522%	2.306%	2.287%

Ventura County Pool

Investment Name	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug 2018
Ventura County Pool	1.345%	1.42%	1.552%	1.611%	1.781%	1.857%	1.963%	2.072%	2.136%
	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019
Ventura County Pool	2.135%	2.293%	2.433%	2.483%	2.757%	2.669%	2.655%	2.677%	

• Rates are determined at the end of the month

Local Agency Investment Fund (LAIF)

Investment Name	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug 2018
Local Agency Investment Fund (LAIF)	1.239%	1.350%	1.412%	1.524%	1.661%	1.755%	1.854%	1.944%	1.998%
	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019
Local Agency Investment Fund (LAIF)	2.160%	2.144%	2.208%	2.291%	2.355%	2.392%	2.436%	2.445%	

Cal Trust

Investment Name					January 2019	February 2019	March 2019	April 2019	
Cal Trust					2.54%	2.52%	2.52%	2.58%	

P.O. BOX 6343
FARGO ND 58125-6343

ACCOUNT NUMBER _____
STATEMENT DATE 03-22-2019
AMOUNT DUE \$5,764.14
NEW BALANCE \$5,764.14
PAYMENT DUE ON RECEIPT



000002442 01 SP 0.560 106481956823637 P

PLEASANT VALLEY REC. PRK
ATTN LEO YOUNG
1605 E BURNLEY ST
CAMARILLO CA 93010-4524

AMOUNT ENCLOSED
\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

000576414

use tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

PLEASANT VALLEY REC	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance
Company Total	\$0.00	\$5,993.66	\$0.00	\$0.00	\$0.00	\$229.52	\$0.00	\$5,764.14

NEW ACTIVITY

JANE RAAB		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$111.40	\$0.00	\$111.40

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-20	03-18	24789309078170400165080	FUN EXPRESS 800-2280122 NE	111.40

LEONORE YOUNG		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$822.09	\$0.00	\$822.09

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-27	02-25	24164079057255235122742	SUBWAY 00999912 305-6700041 FL	105.96
02-28	02-27	24431069058026691286751	ADOBE *ACROPRG SUBS 800-833-6687 CA	14.99
02-28	02-27	24445009059000685828992	CKE*CAMARILLO CUPCAK 389 CAMARILLO CA	30.00
03-04	03-02	24692169061100335627428	DLX FOR SMALLBUSINESS 800-865-1913 MN	133.47
03-11	03-09	24692169068100851372618	J2 *METROFAX 888-929-4141 CA	7.95
03-20	03-19	24625859078900011192392	SHERWEB 819-5626610 NY	464.72
03-22	03-20	24202989080030028946689	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	65.00

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	STATEMENT DATE 03/22/19	DISPUTED AMOUNT .00	PREVIOUS BALANCE	.00
SEND BILLING INQUIRIES TO: U.S. Bank National Association O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 5,764.14		PURCHASES & OTHER CHARGES	5,993.66
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	229.52
		PAYMENTS	.00	
		ACCOUNT BALANCE	5,764.14	

Company Name: PLEASANT VALLEY REC PRK

Corporate Account Number:

Statement Date: 03-22-2019

NEW ACTIVITY

ANNY RINNEY				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$176.98	\$0.00	\$176.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount
3-07	03-06	24231689066837000660826	SMART AND FINAL 400 CAMARILLO CA	157.15
3-18	03-16	24224439076101012930934	B AND B DO IT CENT CAMARILLO CA	19.83
ATLYN SIMBER-CLICKENER				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$50.00	\$0.00	\$50.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
2-27	02-26	24492159057637852620681	MOXI MUSEUM WWW.MOXI.ORG CA	50.00
ICK MARIENTHAL				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$138.20	\$0.00	\$138.20
Post Date	Tran Date	Reference Number	Transaction Description	Amount
3-07	03-06	24015179065000768959519	76 - GSE 76 LAS POSAS CAMARILLO CA	69.11
3-18	03-15	24015179074001978365397	76 - GSE 76 LAS POSAS CAMARILLO CA	69.09
RIC STORRIE				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$0.55	\$0.00	\$0.55
Post Date	Tran Date	Reference Number	Transaction Description	Amount
3-15	03-14	24445009074000723619263	USPS PO 0511580060 CAMARILLO CA	0.55
RANDON I OPFZ				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$218.79	\$698.77	\$0.00	\$479.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount
1-25	02-21	24692169053100747065860	THE HOME DEPOT 1012 CAMARILLO CA	86.63
1-01	02-27	24692169059100159927254	THE HOME DEPOT 1012 CAMARILLO CA	225.06
1-06	03-04	24610439064010179174929	THE HOME DEPOT #1012 CAMARILLO CA	168.29
1-13	03-12	74164079071069700281363	FEDEXOFFICE 00042978 CAMARILLO CA	87.52 CR
1-13	03-12	74164079071069700451099	FEDEXOFFICE 00042978 CAMARILLO CA	131.27 CR
1-13	03-12	24164079071069700451086	FEDEXOFFICE 00042978 CAMARILLO CA	87.52
1-13	03-12	24164079071069886833156	FEDEXOFFICE 00042978 CAMARILLO CA	131.27
MICHAEL CRUZ				
	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$348.93	\$0.00	\$348.93



Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number:
Statement Date: 03-22-2019

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-25	02-21	24692169053100747065894	THE HOME DEPOT 1012 CAMARILLO CA	93.22
02-28	02-26	24610439058010179202462	THE HOME DEPOT #1012 CAMARILLO CA	14.32
02-28	02-26	24692169058100614641012	THE HOME DEPOT #1012 CAMARILLO CA	98.64
03-01	02-27	24610439059010179161915	THE HOME DEPOT #1012 CAMARILLO CA	21.93
03-07	03-05	24610439065010179140853	THE HOME DEPOT #1012 CAMARILLO CA	38.84
03-11	03-07	24692169067100295246742	THE HOME DEPOT 1012 CAMARILLO CA	81.98

JOSEPH KEY	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$363.90	\$0.00	\$363.90

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-25	02-21	24692169053100747066124	THE HOME DEPOT 1012 CAMARILLO CA	255.75
03-21	03-19	24610439079010180398569	THE HOME DEPOT #1012 CAMARILLO CA	108.15

JOHN FLETCHER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$612.98	\$0.00	\$612.98

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-05	03-04	24436549064010285445609	RAINMASTER 650-6222200 CA	508.30
03-08	03-06	24610439066010179130267	THE HOME DEPOT #1012 CAMARILLO CA	52.22
03-22	03-21	24231689081091025124795	HARBOR FREIGHT TOOLS 10 CAMARILLO CA	25.68
03-22	03-20	24610439080010180419891	THE HOME DEPOT #1012 CAMARILLO CA	26.78

MARY OTTEN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$271.84	\$0.00	\$271.84

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03-07	03-07	24692169066100399946859	AMZN MKTP US*M15LT4YC1 AMZN.COM/BILL WA	256.84
03-08	03-06	24202989066030027885464	CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	15.00

TEVE REVELES	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$10.73	\$1,344.33	\$0.00	\$1,333.60

Post Date	Tran Date	Reference Number	Transaction Description	Amount
01-27	02-26	24801979057726271430041	WARREN DISTRIBUTING VENT VENTURA CA	128.08
01-27	02-26	24801979057726511518969	WARREN DISTRIBUTING VENT VENTURA CA	33.22
01-28	02-27	24801979058726531404819	WARREN DISTRIBUTING VENT VENTURA CA	259.56
01-01	02-28	24755429060150609775539	YAMA LAWMOWER SERVICE OXNARD CA	153.76
01-07	03-06	24224439066101027249900	BIG BRAND TIRE #5 CARMARILLO CA	321.84
01-08	03-06	24610439066010179128154	THE HOME DEPOT #1012 CAMARILLO CA	7.30
01-12	03-11	24801979070726251448941	WARREN DISTRIBUTING VENT VENTURA CA	48.03
01-13	03-12	74801979071726127899420	WARREN DISTRIBUTING SANTA FE SPRI CA	10.73 CR
01-13	03-12	24015179071001583839516	76 - GSE 76 LAS POSAS CAMARILLO CA	101.77
01-13	03-12	24755429072150724001734	YAMA LAWMOWER SERVICE OXNARD CA	66.76



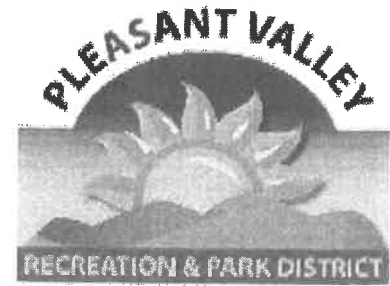
Company Name: PLEASANT VALLEY REC PRK
Corporate Account Number:
Statement Date: 03-22-2019

Department: 00000 Total: \$5,764.14
Division: 00000 Total: \$5,764.14

Bank Reconciliation

Board Audit

User: fsantos
 Printed: 04/18/2019 - 10:52AM
 Date Range: 04/01/2019 - 04/12/2019
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
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Fund: 10 General Fund

Department: 00 Non Departmentalized

0	MUFG UNION BANK , N.A.	MUFG: COPV INTEREST PAYMEN	04/11/2019	242,229.30
20922	US BANK	US BANK- CALCARD STATEMEN	04/05/2019	5,764.14
20931	JEANETTE BASSETT	J.BASSETT: PERMIT REFUND	04/11/2019	300.00
20941	CPRS	CPRS: MEMBERSHIP FOR L.BINNE	04/11/2019	150.00
20945	GINA ECKERT	G. ECKERT: PERMIT REFUND	04/11/2019	100.00
20948	FENCE FACTORY RENTALS	FENCE FACTORY: FENCE RENTAI	04/11/2019	350.55
20960	ERIN ROGERS	E.ROGERS: PERMIT REFUND	04/11/2019	50.00
20977	CAPRI	CAPRI: 18/19 WORKERS COMP.- 4	04/11/2019	54,148.25
20981	HUB INTERNATIONAL INSURANC	HUB INSURANCE: 03/2019 INSUR	04/11/2019	831.00

Total for Department: 00 Non Departmentalized

303,923.24

Department: 03 Recreation

0	LANNY BINNEY	L.BINNEY- 3/2019 MILEAGE REIM	04/11/2019	48.14
20923	USPS BULK MAILING	USPS: PERMIT #109/AG EXTRA CC	04/08/2019	298.54
20932	DEBBIE LEE BAVARO	D.BAVARO: INSTRUCTOR FEES/M	04/11/2019	110.50
20933	BINGO WEST #4	BINGO WEST#4: BINGO SUPPLIES	04/11/2019	159.16
20934	PATRICIA J. BOLLAND	P.BOLLAND: INSTRUCTOR FEES/	04/11/2019	650.00
20936	WENDY CASTELLANOS-WOLF	W.CASTELLANOS-WOLF: INSTRU	04/11/2019	514.80
20942	LORENZO J. CRAWFORD JR.	L.CRAWFORD: INSTRUCTOR FEE:	04/11/2019	312.00
20944	CHERYL DOWNS	C.DOWNS: INSTRUCTOR FEES/CE	04/11/2019	450.45
20950	KESIA GOMEZ	K.GOMEZ: INSTRUCTOR FEES/ZU	04/11/2019	163.80
20951	DANIEL E. HOWARD	D.HOWARD: INSTRUCTOR FEES/J	04/11/2019	91.00
20953	SUHASINI JOSHI	S.JOSHI: INSTRUCTOR FEES/BOLJ	04/11/2019	374.40
20955	ALISON LITTLE	A.LITTLE: INSTRUCTOR FEES/SP/	04/11/2019	211.25
20956	BRYAN MONKA	B.MONKA; INSTRUCTOR FEES: M	04/11/2019	689.00
20957	LUCILE B. MOSIER	L.MOSIER: INSTRUCTOR FEES/M/	04/11/2019	130.00
20962	KATIE SHINDEN	K.SHINDEN: INSTRUCTOR FEES/	04/11/2019	945.75
20964	BRIAN SMALLWOOD	B.SMALLWOOD: INSTRUCTOR FE	04/11/2019	741.00
20966	PAMELA ANN TAYLOR	P.TAYLOR: INSTRUCTOR FEES/ZU	04/11/2019	299.00
20967	CAMILLE TORGESON	C.TORGESON: INSTRUCTOR FEES	04/11/2019	790.40
20969	MARK TUSLER	M.TUSLER: INSTRUCTOR FEES/BI	04/11/2019	39.00
20972	W & S SERVICES	W&S DEPT.; SEWER CHARGE/CO-	04/11/2019	58.61
20973	HAROLD WYCKOFF	H.WYCKOFF: INSTRUCTOR FEES/	04/11/2019	204.75
20974	ODILE YEREVANIAN	O.YEREVANIAN: INSTRUCTOR FE	04/11/2019	587.60
20982	J. THAYER COMPANY	J.THAYER: SORTER, PAPER CLIP H	04/11/2019	37.36
20984	PETTY CASH - PLEASANT VALLE	PVPRD PETTY CASH: EXPENSES I	04/11/2019	100.83

Total for Department: 03 Recreation

8,007.34

Department: 04 Parks

20925	AGRI-TURF DISTRIBUTING LLC	AGRI-TURF DIST.: HERBICIDE FO	04/11/2019	687.94
20929	ASTRA INDUSTRIAL SERVICES IN	ASTRA IND.: BACKFLOW TESTKI	04/11/2019	564.14
20930	B & B DO IT CENTER	B&B: PAINTING SUPPLIES/CAM G	04/11/2019	1,061.24
20935	BRIGHTVIEW LANDSCAPE SERVI	BRIGHTVIEW LS SERV.: 03/2019 L	04/11/2019	25,127.50
20938	CITY OF OXNARD	CITY OF OXNARD: WASTE DISPO	04/11/2019	283.64
20939	COASTAL PIPCO IRRIGATION INC	COASTAL PIPCO: IRRIGATION VA	04/11/2019	73.61
20940	COUNTY OF VENTURA	COUNTY OF VENTURA: 01/2019 C	04/11/2019	25.00
20943	GARY CURTIS	CURTIS WELDING: WELD REPAIR	04/11/2019	120.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
20946	EMG HOLDINGS, LLC	EMG HOLDINGS: MAINTENANCE	04/11/2019	1,400.00
20947	EMPIRE CLEANING SUPPLY	EMPIRE: PAIL/FREEDOM PARK	04/11/2019	293.23
20948	FENCE FACTORY RENTALS	FENCE FACTORY: FENCE REPAIR	04/11/2019	1,767.89
20949	FERGUSON ENTERPRISES INC. #1	FERGUSON ENT: NEW URINAL P/	04/11/2019	16.52
20959	PACIFIC ROCK, INC.	PACIFIC ROCK: 3/4" REGULAR/CR	04/11/2019	123.51
20961	S&S SEEDS INC.	S&S SEEDS, INC.: MX-SPORTS TU	04/11/2019	646.50
20963	SITEONE LANDSCAPE SUPPLY LI	SITEONE LS SUPPLY: QUICK COU	04/11/2019	82.11
20965	TAFT ELECTRIC	TAFT ELECTRIC: REPAIR OF BRO	04/11/2019	5,636.71
20968	TRAFFIC TECHNOLOGIES LLC.	TRAFFIC TECH: 2"X2" QUICK PU	04/11/2019	210.97
20970	UNITED SITE SERVICES OF CA IN	UNITED SITE SERV: TEMP. RR RE	04/11/2019	247.54
20972	W & S SERVICES	W&S DEPT.; SEWER CHARGE/SH	04/11/2019	424.10
20975	ASTRA INDUSTRIAL SERVICES IN	ASTRA INDUSTRIAL: NEW BACK	04/11/2019	1,996.78
20976	CALIFORNIA ELECTRIC COMPAN	CA ELECTRIC CO.: REPAIR OF FAI	04/11/2019	675.00
20978	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW MUTAL WATER CO.:	04/11/2019	54.00
20981	HUB INTERNATIONAL INSURANC	HUB INSURANCE: 03/2019 INSUR	04/11/2019	-44.20
20985	SITEONE LANDSCAPE SUPPLY LI	SITEONE LS SUPPLY	04/11/2019	274.96
Total for Department: 04 Parks				41,748.69
Department: 05 Administration				
0	KAREN ROBERTS	K.ROBERTS: 3/2019 -MILEAGE RE	04/11/2019	25.17
20924	ADVANTAGE TELECOM/A+WIREL	ADVANTAGE TELECOM: 04/2019 T	04/11/2019	1,209.92
20926	ALESHIRE & WYNDER LLP	ALESHIRE & WYNDER: 02/2019 LI	04/11/2019	7,031.00
20927	ALLCONNECTED, INC.	ALLCONNECTED: AGREEMENT F	04/11/2019	1,781.00
20937	CENTERS FOR FAMILY HEALTH	CENTER FOR FAMILY HEALTH: EI	04/11/2019	150.00
20954	KONICA MINOLTA	KONICA MINOLTA	04/11/2019	987.12
20971	VENTURA COLLEGE	VENTURA COLLEGE: JOB FAIR	04/11/2019	40.00
20982	J. THAYER COMPANY	J.THAYER: VARIOUS OFFICE SUPI	04/11/2019	704.95
20984	PETTY CASH - PLEASANT VALLE	PVPRD PETTY CASH: EXPENSES J	04/11/2019	71.96
Total for Department: 05 Administration				12,001.12
Total for Fund:10 General Fund				365,680.39

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
20958	NATURAL GREEN LANDSACAPES	NATURAL GREEN L/S: 03/2019 L/S	04/11/2019	15,615.08
Total for Department: 00 Non Departmentalized				15,615.08
Total for Fund:20 Assessment Fund				15,615.08

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
20928	ARDALAN CONSTRUCTION COM	ARDALAN CONST.: APP#2/FREED	04/11/2019	188,367.90
20952	JORDAN, GILBERT & BAIN	JORDAN, GILBERT & BAIN: ARCF	04/11/2019	1,044.20
20979	CRITERION ENVIRONMENTAL IN	CRTIERION ENVIRONMNETAL; LJ	04/11/2019	555.00
20980	GAMETIME	GAMETIME: POURED-IN-PLACE S	04/11/2019	69,300.00
20983	MUSCO SPORTS LIGHTING	MUSCO SPORTS LIGHTING: APP.#	04/11/2019	57,000.00
Total for Department: 00				316,267.10
Total for Fund:30 Park Dedication Fund				316,267.10

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		697,562.57



P.O. BOX 6343
FARGO ND 58125-6343

ACCOUNT NUMBER _____
STATEMENT DATE 04-22-2019
AMOUNT DUE \$7,154.16
NEW BALANCE \$7,154.16
PAYMENT DUE ON RECEIPT _____

000002555 01 SP 0.560 106481987721629 P
PLEASANT VALLEY REC PRK
ATTN LEO YOUNG
1605 E BURNLEY ST
CAMARILLO CA 93010-4524

AMOUNT ENCLOSED
\$ _____
Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

⑆ 000715416 000715416

tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

ASANT VALLEY RFC	Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance
Company Total	\$5,764.14	\$7,325.13	\$0.00	\$0.00	\$0.00	\$170.97	\$5,764.14	\$7,154.16

CORPORATE ACCOUNT ACTIVITY

st	Tran	Date	Reference Number	Transaction Description	Amount
-11	04-10	74798269101000000001735		PAYMENT - THANK YOU 00000 C	5,764.14 PY
TOTAL CORPORATE ACTIVITY					\$5,764.14 CR

NEW ACTIVITY

st	Tran	Date	Reference Number	Transaction Description	Amount
05	04-04	24493989095400577000132		LAKESHORE LEARNING #38 VENTURA CA	4.12
15	04-11	24464079102105002201978		STAPLES - 00108369 CAMARILLO CA	21.43
18	04-16	24388949107630155456029		ALLIANT INSURANCE/SPEC 949-7560271 CA	496.00
19	04-18	24224439109102004612580		B AND B DO IT CENT CAMARILLO CA	16.06
22	04-20	24692169110100856835542		CAMARILLO-BIZ-TAXES 805-388-5307 CA	204.00
NE RAAB					
		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$0.00	\$741.61	\$0.00	\$741.61

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	STATEMENT DATE 04/22/19	DISPUTED AMOUNT .00	PREVIOUS BALANCE	5,764.14
SEND BILLING INQUIRIES TO: U.S. Bank National Association U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 7,154.16		PURCHASES & OTHER CHARGES	7,325.13
			CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	170.97
		PAYMENTS	5,764.14	
		ACCOUNT BALANCE	7,154.16	

Company Name: PLEASANT VALLEY REC PRK

Corporate Account Number:

Statement Date: 04-22-2019

NEW ACTIVITY

HONORE YOUNG CREDITS \$13.19 PURCHASES \$1,390.37 CASH ADV \$0.00 TOTAL ACTIVITY \$1,377.18

st ite	Tran Date	Reference Number	Transaction Description	Amount
-28	03-27	24431069086026645084100	ADOBE *ACROPRO SUBS 800-833-6687 CA	14.99
-04	04-03	24231689094837000267347	SMART AND FINAL 400 CAMARILLO CA	20.45
-05	04-03	24327439094274901849673	MARIE CALLENDERS CAMARILL CAMARILLO CA	55.89
-09	04-08	24492159098894988234199	LIEBERTCASS 310-981-2000 CA	75.00
-09	04-08	24692169098100606687207	J2 *METROFAX 888-929-4141 CA	7.95
-12	04-11	24492159101894110573915	LIEBERTCASS 310-981-2000 CA	75.00
-15	04-12	24492159103894173469801	BOXED.COM 646-669-8979 NY	370.53
-16	04-15	24492159105637041955735	CSDA CAREER CENTER HTTPSNAYLOR.C MD	105.00
-16	04-15	24492159105894279378888	CA PARK REC SOCIETY 916-665-2777 CA	75.00
-17	04-16	24231689107837000529659	SMART AND FINAL 400 CAMARILLO CA	74.94
-18	04-17	24224439108101037606537	COFFEE BEAN STORE CAMARILLO CA	50.90
-19	04-18	74492159108894375129864	BOXED.COM 6466698979 NY	13.19 CR
-19	04-18	24625859108900010370233	SHERWEB 819-5626610 NY	464.72

NNY BINNEY CREDITS \$0.00 PURCHASES \$392.19 CASH ADV \$0.00 TOTAL ACTIVITY \$392.19

st ite	Tran Date	Reference Number	Transaction Description	Amount
11	04-10	24231689101837000521355	SMART AND FINAL 400 CAMARILLO CA	119.97
11	04-10	24445009101000722947217	DOLLAR TREE CAMARILLO CA	10.73
11	04-10	24445009101000722947399	99-CENTS-ONLY #0113 CAMARILLO CA	10.73
12	04-10	24610439101010194870928	THE HOME DEPOT #1012 CAMARILLO CA	24.56
22	04-19	24492159109894430280052	BEACON ATHLETICS 800-747-5985 WI	226.20

TLYN SIMBER-CLICKNER CREDITS \$0.00 PURCHASES \$307.33 CASH ADV \$0.00 TOTAL ACTIVITY \$307.33

st ite	Tran Date	Reference Number	Transaction Description	Amount
28	03-27	24431069086083316244240	AMZN MKTP US*MW39IDMK0 AM AMZN.COM/BILL WA	10.00
28	03-28	24431069087083310989047	AMZN MKTP US*MW2JCSMPO AM AMZN.COM/BILL WA	91.68
28	03-28	24431069087083709009894	AMZN MKTP US*MW9NU8P72 AM AMZN.COM/BILL WA	101.08
29	03-28	24431069087083317338917	AMAZON.COM*MW5JV75F0 AMZN AMZN.COM/BILL WA	21.44
29	03-28	24692169087100961640513	AMZN MKTP US*MW32X8MZO AMZN.COM/BILL WA	17.55
18	04-17	24445009108000683497031	DOLLAR TREE CAMARILLO CA	9.58
18	04-17	24445009108000683497114	99-CENTS-ONLY #0113 CAMARILLO CA	18.23
18	04-17	24692169108100313346426	MICHAELS STORES 9525 CAMARILLO CA	12.85
18	04-17	24692169108100313346434	MICHAELS STORES 9525 CAMARILLO CA	6.44
22	04-19	24493989110400577000018	LAKESHORE LEARNING #36 VENTURA CA	18.48

K MARIENTHAL CREDITS \$0.00 PURCHASES \$369.85 CASH ADV \$0.00 TOTAL ACTIVITY \$369.85

st ite	Tran Date	Reference Number	Transaction Description	Amount
16	03-25	24015179084003353735564	76 - GSE 76 LAS POSAS CAMARILLO CA	77.81
18	03-26	24610439086010181496918	THE HOME DEPOT #1012 CAMARILLO CA	120.08

Company Name: PLEASANT VALLEY REC PRK

Corporate Account Number:

Statement Date: 04-22-2019

NEW ACTIVITY

ANTHONY MILLER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$441.93	\$0.00	\$441.93

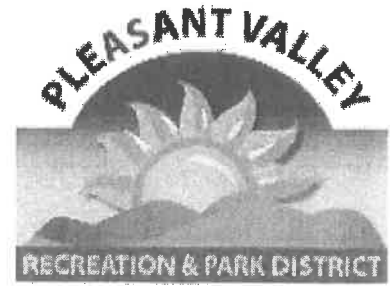
Post Date	Tran Date	Reference Number	Transaction Description	Amount
4-01	03-29	24692169088100771662516	WWW COSTCO COM 800-955-2292 WA	169.44
4-04	04-02	24138299093207299600017	BAJA FRESH 30632 CAMARILLO CA	102.95
4-16	04-15	24231689106837000647965	SMART AND FINAL 400 CAMARILLO CA	23.81
4-17	04-15	24013399106002167672195	TOPPERS PIZZA PLACE 2 ONL CAMARILLO CA	145.73

Department: 00000 Total:	\$7,154.16
Division: 00000 Total:	\$7,154.16

Bank Reconciliation

Board Audit

User: fsantos
 Printed: 04/26/2019 - 8:17AM
 Date Range: 04/15/2019 - 04/25/2019
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
20995	COMMUNITY OPTIONS INTEGRA	COMMUNITY OPTIONS: PERMIT I	04/25/2019	50.00
21007	PLEASANT VALLEY SCHOOL DIS	PVSD: PERMIT REFUND	04/25/2019	300.00
21012	ELIZABETH WINSLOW	E.WINSLOW: PERMIT REFUND	04/25/2019	50.00
21013	AMERICAN RED CROSS	AMERICAN RED CROSS: PERMIT	04/25/2019	300.00
21017	RISING PHOENIX	RISING PHOENIX: PERMIT REFUN	04/25/2019	50.00
21018	VANESSA SOTELO	V.SOTELO: PERMIT REFUND	04/25/2019	50.00

Total for Department: 00 Non Departmentalized 800.00

Department: 03 Recreation

0	BEVERLY DRANSFELDT	B.DRANSFELDT: MILEAGE REIM	04/25/2019	13.34
0	JULIA NAVARRO	J.NAVARRO: MILEAGE REIMBUR	04/25/2019	27.26
0	MITCHELL BEINFEST	M.BEINFEST: MILEAGE REIMBU	04/25/2019	19.60
20993	CASEY PRINTING	CASEY PRINTING: 05/2019-08/2015	04/25/2019	13,997.49
20997	JENNIFER ERSONMEZ	J.ERSONMEZ: INSTRUCTOR FEES	04/25/2019	171.60
20999	BARBARA G. GAGE	B.GAGE: INSTRUCTOR FEES/ART	04/25/2019	154.70
21000	KESIA GOMEZ	K.GOMEZ:INSTRUCTOR FEES/ZU	04/25/2019	140.40
21003	KIDZ LOVE SOCCER	KIDZ LOVE SOCCER: INSTRUCTC	04/25/2019	1,148.55
21014	JENNIFER ERSONMEZ	J.ERSONMEZ: INSTRUCTOR FEES	04/25/2019	114.40
21015	J. THAYER COMPANY	J.THAYER: SIGN HOLDER	04/25/2019	76.71
21016	TOMLINSON RAUSCHER	T.RAUSCHER: INSTRUCTOR FEES	04/25/2019	113.75
21019	PAMELA ANN TAYLOR	P.TAYLOR: INSTRUCTOR FES/TO	04/25/2019	265.20
21020	DUNCAN YOUNG	D.YOUNG: INSTRUCTOR FEES/ IN	04/25/2019	702.00
21023	BINGO WEST #4	BINGO WEST#4: BINGO SUPPLIES	04/25/2019	647.47
21029	ADM GROUP INC.	ADM GROUP: INSTRUCTOR FEES.	04/25/2019	938.60
21031	AMERICAN RED CROSS	AMERICAN RED CROSS: LG FOR	04/25/2019	569.00
21034	USPS BULK MAILING	USPS: PERMIT# PI 109 - BULK MA	04/25/2019	58.40

Total for Department: 03 Recreation 19,158.47

Department: 04 Parks

0	NICK MARIENTHAL	N.MARIENTHAL: WORKBOOTS R	04/25/2019	150.00
20990	AMERICAN RESOURCE RECVY	AMERICAN RESOURCE RECVY; 0	04/25/2019	947.39
20991	BATTERIES PLUS BULBS 320	BATTERIES+BULBS: VEHICLE BA	04/25/2019	107.53
20992	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE/WOC	04/25/2019	2,523.90
20994	COASTAL PIPCO IRRIGATION INC	COASTAL PIPCO: IRRIGATION SU	04/25/2019	64.92
20996	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPPLY: JAN	04/25/2019	2,195.68
20998	FLO-SERVICES INC.	FLO-SERVICES: 3/2019 PREVENTA	04/25/2019	2,288.75
21004	LINCOLN AQUATICS	LINCOLN AQUATICS; MURIATIC /	04/25/2019	911.02
21005	NATURAL GREEN LANDSACAPES	NAT. GREEN LS: PHASE II FENCE	04/25/2019	21,376.35
21006	PEACH HILL SOILS INC.	PEACH HILL SOILS: 1CY MOCHA	04/25/2019	84.19
21008	SITEONE LANDSCAPE SUPPLY LI	SITEONE: NODE CONTROLLER &	04/25/2019	122.51
21010	THE DETAIL DOCTOR	THE DETAIL DR.; POWER WASH P	04/25/2019	625.00
21015	J. THAYER COMPANY	J.THAYER: 1" BINDER	04/25/2019	13.90
21022	B & B DO IT CENTER	B&B: SIL.SEALANT, HEX KEY SE	04/25/2019	427.22
21024	BLACK GOLD INDUSTRIES	BLACK GOLD INDUSTRIES: PETR	04/25/2019	150.00
21025	COUNTY OF VENTURA	COUNTY OF VENTURA: 02/2019 C	04/25/2019	87.50
21026	WILLIAM DRUMMOND	W.DRUMMOND: BEE SWARM REP	04/25/2019	150.00
21027	PHOENIX GROUP INFORMATION	PHOENIX INFO SYS.: PCSC FOR M	04/25/2019	210.38

Check No.	Vendor/Employee	Transaction Description	Date	Amount
21028	VISTA FORD OF OXNARD	VISTA FORD: VEHICLE REPAIR/#2	04/25/2019	856.97
21032	FERGUSON ENTERPRISES INC. #1	FERGUSON ENT.: R1003A 3.5 CLS:	04/25/2019	126.04
21033	THE DETAIL DOCTOR	THE DETAIL DR:PWR WASHED PI	04/25/2019	650.00
Total for Department: 04 Parks				34,069.25
Department: 05 Administration				
21009	STATE OF CALIFORNIA DEPT. OF	ST. OF CA DEPT. OF JUSTICE; FIN	04/25/2019	32.00
21015	J. THAYER COMPANY	J.THAYER: WINDOW ENVELOPES	04/25/2019	392.25
21021	ALESHIRE & WYNDER LLP	ALESHIRE & WYNDER: 03/2019 LI	04/25/2019	4,611.50
21030	ALLCONNECTED, INC.	ALLCONNECTED:PREPAID SERVI	04/25/2019	900.00
Total for Department: 05 Administration				5,935.75
Total for Fund:10 General Fund				59,963.47

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
21001	GREAT WESTERN RECREATION	GREAT WESTERN REC: TRASH RE	04/25/2019	6,136.02
21002	GREAT WESTERN RECREATION	GREAT WESTERN REC: PEDESTAI	04/25/2019	3,271.84
Total for Department: 00 Non Departmentalized				9,407.86
Total for Fund:20 Assessment Fund				9,407.86

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
21011	VENTURA COUNTY STAR	VC STAR: NOTICE CALLING FOR	04/25/2019	642.24
Total for Department: 00				642.24
Total for Fund:30 Park Dedication Fund				642.24

Check No.	Vendor/Employee	Transaction Description	Date	Amount
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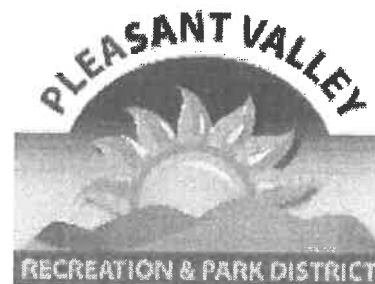
Grand Total

70,013.57

Bank Reconciliation

Board Audit

User: fsantos
 Printed: 05/10/2019 - 1:24PM
 Date Range: 05/01/2019 - 05/13/2019
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
0	MUFG UNION BANK , N.A.	MUFG UNION BANK: COPS ANNU	05/13/2019	2,250.00
21040	US BANK	US BANK: CALCARD STATEMEN	05/02/2019	7,154.16
21048	CAMARILLO COUNCIL OF PTAS	CAMARILLO COUNCIL PTAS: PER	05/09/2019	300.00
21059	FENCE FACTORY RENTALS	FENCE FACTORY: TEMP FENCE- I	05/09/2019	382.58
21065	HUB INTERNATIONAL INSURANC	HUB ISNURANCE- 04/2019 INSUR.	05/09/2019	1,893.00
21074	CRYSTAL MARTIN	C.MARTIN: PERMIT REFUND/REP	05/09/2019	50.00
21075	ANA MAYER	A.MAYER: PERMIT REFUND/ REP	05/09/2019	50.00

Total for Department: 00 Non Departmentalized 12,079.74

Department: 03 Recreation

0	BEVERLY DRANSFELDT	B.DRANSFELDT: MILEAGE REIM	05/09/2019	12.76
0	CHERYL PETERSON	C.PETERSON: 3/2019 MILEAGE RE	05/09/2019	16.24
0	CONNOR SOUDANI	C.SOUDANI: 4/2019 MILEAGE REI	05/09/2019	44.66
0	LANNY BINNEY	L.BINNEY: 4/2019 MILEAGE REIM	05/09/2019	30.16
21046	PATRICIA J. BOLLAND	P.BOLLAND: INSTRUCTOR FEES/	05/09/2019	903.50
21047	BSN SPORTS, LLC	BSN: DUDLEY THUNDER OPTIC Y	05/09/2019	2,043.63
21049	CANON SOLUTIONS AMERICA IN	CANNON SOLUTIONS:24X50 OUT	05/09/2019	449.36
21050	WENDY CASTELLANOS-WOLF	W.CASTELLANOS-WOLF: INSTRU	05/09/2019	561.60
21056	DIAL SECURITY	DIAL SECURITY: SECURITY SERV	05/09/2019	175.00
21061	TORREY KAHANA GIESE	T.GIESE: INSTRUCTOR FEES/WAT	05/09/2019	265.81
21062	CLIFTON G. GORE JR.	C.GORE: INSTRUCTOR FEES/TAI (05/09/2019	2,392.00
21063	DEBRA GREENWOOD	D.GREENWOOD: INSTRUCTOR FI	05/09/2019	297.78
21064	DANIEL E. HOWARD	D.HOWARD: INSTRUCTOR FEES/J	05/09/2019	364.00
21066	MENDAL HYDE	M.HYDE: INSTRUCTOR FEES/WAI	05/09/2019	302.85
21067	J. THAYER COMPANY	J.THAYER: COLORED FASTENER I	05/09/2019	59.25
21071	ALISON LITTLE	A.LITTLE: INSTRUCTOR FEES/SP/	05/09/2019	268.45
21076	BRYAN MONKA	B.MONKA: INSTRUCTOR FEES/ M	05/09/2019	1,352.00
21080	BRET NIEDENS	B.NIEDENS: INSTRUCTOR FEES/P	05/09/2019	113.75
21081	DEBORAH NORRIS	D.NORRIS: INSTRUCTOR FEES/PI	05/09/2019	1,342.90
21082	KARLA PANIAGUA	K.PANIAGUA: CLASS REFUND/RE	05/09/2019	101.00
21084	KATIE SHINDEN	K.SHINDEN:INSTRUCTOR FEES/ F	05/09/2019	448.50
21087	NANCE TAPLEY-PECK	PECK FARMS: INSTRUCTOR FEES	05/09/2019	808.50
21091	W & S SERVICES	W&S: SEWER SERVICE- 3/31/19-4/	05/09/2019	58.61
21092	HAROLD WYCKOFF	H.WYCKOFF: INSTRUCTOR FEES/	05/09/2019	245.70

Total for Department: 03 Recreation 12,658.01

Department: 04 Parks

0	GRAINGER	GRAINGER: MIDDLE PANEL BRA	05/10/2019	1,673.27
21042	ALL PHASE ELECTRIC	ALL PHASE ELECTRIC: POST TOP	05/09/2019	531.96
21045	B & B DO IT CENTER	B&B:TOPPER FOR SPRINGVILLE)	05/09/2019	1,045.48
21053	CITY OF OXNARD-CITY TREASUF	CITY OF OXNARD: WASTE DISPO	05/09/2019	92.96
21054	COASTAL PIPCO IRRIGATION INC	COASTAL PIPCO: IRRIGATION SU	05/09/2019	125.13
21055	CRESTVIEW MUTUAL WATER CO.	CRESTVIEW WATER: WATER SERV	05/09/2019	54.00
21057	EMG HOLDINGS, LLC	EMG HOLDINGS: SIGN MAINTEN.	05/09/2019	1,400.00
21058	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPPLY: JANI	05/09/2019	4,784.96
21059	FENCE FACTORY RENTALS	FENCE FACTORY: TEMP FENCE- I	05/09/2019	303.82
21060	FERGUSON ENTERPRISES INC. #1	FERGUSON ENTERPRISES: REPAI	05/09/2019	378.11

Check No.	Vendor/Employee	Transaction Description	Date	Amount
21065	HUB INTERNATIONAL INSURANC	HUB ISNURANCE- 04/2019 INSUR	05/09/2019	-87.18
21070	LINCOLN AQUATICS	LNCOLN AQUATICS: CHLORINE T	05/09/2019	335.57
21073	M & B SERVICES INC.	M&B SERVICES INC: UNCLOGGEI	05/09/2019	170.00
21083	PLAYPOWER LT FARMINGTON IN	PLAYPOWER: PG PARTS/VALLE L	05/09/2019	3,140.91
21085	SITEONE LANDSCAPE SUPPLY LI	SITEONE: IRRIGATION SUPPLIES/	05/09/2019	671.01
21086	SUPERIOR POOL PRODUCTS LLC	SUPERIOR POOL PRODUCTS: #1 I	05/09/2019	91.12
21089	TURF STAR INC.	TURF STAR: SCARIFIER & VALVE	05/09/2019	763.29
21090	UNITED SITE SERVICES OF CA IN	UNITED SITE SERVICES: TEMP. R	05/09/2019	247.54
21091	W & S SERVICES	W&S: SEWER SERVICE- 3/31/19-4/	05/09/2019	424.10
Total for Department: 04 Parks				16,146.05
Department: 05 Administration				
0	MUFG UNION BANK , N.A.	MUFG UNION BANK: COPS ADMI	05/13/2019	105.00
0	KATHRYN DREWRY	K.DREWRY: MILELAGE REIMBUF	05/09/2019	29.35
21038	VCSDA	VCSDA: MTH 4/2/19- MALLOY, MI	05/01/2019	80.00
21039	ACORN NEWSPAPERS	ACORN: COMMUNITY WORKSHC	05/09/2019	244.80
21041	ADVANTAGE TELECOM/A+WIREI	ADVANTAGE TELECOM: 05/2019 T	05/09/2019	1,210.03
21043	ALLCONNECTED, INC.	ALLCONNECTED: 5/2019 COMP. N	05/09/2019	881.00
21051	CENTERS FOR FAMILY HEALTH	CENTERS FOR FAMILY HEALTH: J	05/09/2019	70.00
21052	CITY OF CAMARILLO- CASHIER	CITY OF CAMARILLO: USE OF CH	05/09/2019	559.56
21067	J. THAYER COMPANY	J.THAYER:STAPLER, BINDER CLI	05/09/2019	94.47
21069	KONICA MINOLTA	KONICA MINOLTA; 4/2019 MAINT	05/09/2019	1,108.72
21072	LPA INC.	LPA: ARCHITECTURAL SERVICES	05/09/2019	7,394.41
21079	NICOLAY CONSULTING GROUP	NICOLAY CONS.FOR ACTUARIAL	05/09/2019	2,500.00
21082	KARLA PANIAGUA	K.PANIAGUA: CLASS REFUND/RE	05/09/2019	3.00
21088	TOTALFUNDS	TOTALFUNDS: POSTAGE	05/09/2019	500.00
Total for Department: 05 Administration				14,780.34
Total for Fund:10 General Fund				55,664.14

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
21078	NATURAL GREEN LANDSACAPES	NATURAL GREE L/S: 4/2019 L/S SE	05/09/2019	15,615.08
Total for Department: 00 Non Departmentalized				15,615.08
Total for Fund:20 Assessment Fund				15,615.08

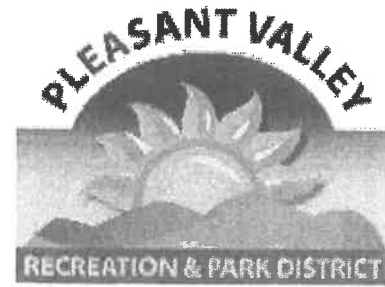
Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
21044	ARDALAN CONSTRUCTION COM	ARDALAN CONST.: APP#3 FREED	05/09/2019	150,514.20
21068	JORDAN, GILBERT & BAIN	JORDAN, GILBERT & BAIN: REIM	05/09/2019	2,593.25
21077	MUSCO SPORTS LIGHTING	MUSCO SPORTS LIGHTING: FREE	05/09/2019	6,295.80
Total for Department: 00				159,403.25
Total for Fund:30 Park Dedication Fund				159,403.25

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		230,682.47

Bank Reconciliation

Board Audit

User: fsantos
 Printed: 05/24/2019 - 8:35AM
 Date Range: 05/23/2019 - 05/23/2019
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Non Departmentalized				
21105	CITY OF CAMARILLO- CASHIER	CITY OF CAMARILLO: CONCERT	05/23/2019	250.00
21110	FRONTIER HIGH SCHOOL	FRONTIER HS: PERMIT REFUND	05/23/2019	300.00
21115	HERALD PRINTING, LTD.	HERALD PRINTING: SCS UTILITY	05/23/2019	949.83
21120	RICARDO MAGANA	R.MAGANA: PERMIT REFUND	05/23/2019	50.00
21121	KRISTEN MALDONADO	K.MALDONADO: PERMIT REFUND	05/23/2019	50.00
21126	SAN DIEGO FAMILY HOUSING, LI	SAN DIEGO FAMILY HOUSING LL	05/23/2019	350.00
21127	TOMAS SANCHEZ	T.SANCHEZ: PERMIT REFUND	05/23/2019	100.00
21131	VENTURA COUNTY FIRE DEPART	VC FIRE DEPT.: DEPOSIT REFUND	05/23/2019	150.00

Total for Department: 00 Non Departmentalized 2,199.83

Department: 03 Recreation

0	SARAH KNICKLE	S.KNICKLE: MILEAGE REIMBURS	05/23/2019	48.72
21096	MONIQUE ABRAHAMSEN	M.ABRAHAMSEN: INSTRUCTOR I	05/23/2019	27.30
21098	AMERICAN RED CROSS	AMERICAN RED CROSS: ADULT &	05/23/2019	180.00
21101	BINGO WEST #4	BINGO WEST #4: BINGO SUPPLIE	05/23/2019	352.75
21107	BRUCE COLELL	B.COLELL: INSTRUCTOR FEES/SP	05/23/2019	72.80
21111	BARBARA G. GAGE	B.GAGE: INSTRUCTOR FEES/ART	05/23/2019	132.60
21112	TORREY KAHANA GIESE	T.GIESE: INSTRUCTOR FEES/WAT	05/23/2019	65.81
21114	DEBRA GREENWOOD	D.GREENWOOD: INSTRUCTOR FE	05/23/2019	43.88
21116	MENDAL HYDE	M.HYDE: INSTRUCTOR FEES/WAI	05/23/2019	65.81
21117	J. THAYER COMPANY	J,THAYER: LASER PRINT PRINTA	05/23/2019	112.59
21124	PLEASANT VALLEY SCHOOL DIS	PVSD: FIELD FACILTY INVOICE/C	05/23/2019	7,067.80
21125	TOMLINSON RAUSCHER	T.RAUSCHER: INSTRUCTOR FEES	05/23/2019	97.50
21129	CAMILLE TORGESON	C.TORGESON: INSTRUCTOR FEES	05/23/2019	386.10
21133	ANN M. WRIGHT	ANN WRIGHT: INSTRUCTOR FEE	05/23/2019	193.70
21140	DANIEL E. HOWARD	D.HOWARD: INSTRUCTOR FEES/	05/23/2019	191.10
21146	KATIE SHINDEN	K.SHINDEN: INSTRUCTOR FEES/	05/23/2019	1,053.00
21149	DAVID TORFEH	D.TORFEH: INSTRUCTOR FEES/ B	05/23/2019	19.50
21151	DUNCAN YOUNG	D.YOUNG: INSTRUCTOR FEES/ TC	05/23/2019	542.75
21152	ADM GROUP INC.	ADM GROUP: INSTRUCTOR FEES	05/23/2019	988.00
21153	LUCILE B. MOSIER	L.MOSIER: INSTRUCTOR FEES/M	05/23/2019	520.00

Total for Department: 03 Recreation 12,161.71

Department: 04 Parks

0	GRAINGER	GRAINGER: SPLIT RING HANGER	05/23/2019	189.74
21097	AIRWORKS SOLUTIONS INC.	AIROWRKS: HEATER SERVICE- G	05/23/2019	125.00
21099	AMERICAN RESOURCE RECVY	AMERICAN RESOURCE RECVY: 0	05/23/2019	947.39
21100	B & B DO IT CENTER	B&B: PAINT SUPPLIES/COMM CTI	05/23/2019	282.11
21102	BUFFUM'S SAFE & LOCK SVC	BUFFUM'S SAFE & LOCK: KEY FC	05/23/2019	85.80
21103	BURKE OVERHEAD DOOR	BURKE OVERHEAD DOOR: REMC	05/23/2019	2,780.00
21104	CAMROSA WATER DISTRICT	CAMROSA: WATER SERVICE- WO	05/23/2019	15,002.14
21106	COASTAL PIPCO IRRIGATION INC	COASTAL PIPCO: PRESSURE WAS	05/23/2019	21.19
21108	DIAL SECURITY	DIAL SECURITY:SEC. SERV.- 4/27/	05/23/2019	100.00
21109	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPP.: JANIT	05/23/2019	260.51
21117	J. THAYER COMPANY	J,THAYER: TONER CARTRIDGES/	05/23/2019	347.45
21118	LPA INC.	LPA INC.: ARCHI SERV.- 4/1-30/201	05/23/2019	23,160.29
21119	M & B SERVICES INC.	M&B SERVICES: IRRIGATION PUN	05/23/2019	2,790.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
21122	PACIFIC ROCK, INC.	PACIFIC ROCK: 3/4" REGULAR CR	05/23/2019	527.61
21123	PEACH HILL SOILS INC.	PEACH HILL SOIL: 4CY SEED TOP	05/23/2019	126.56
21128	SITEONE LANDSCAPE SUPPLY LL	SITEONE: IRRIGATION SUPPLIES/	05/23/2019	1,063.03
21132	VENTURA COUNTY STAR	VC STAR: NOTICE REQUESTING I	05/23/2019	840.72
21134	B & B DO IT CENTER	B&B: JIGSAW BLADE & PROPANE	05/23/2019	64.22
21135	BATTERIES PLUS BULBS 320	BATTERIES+BULBS: VEHICLE BA	05/23/2019	50.64
21136	BOETHING TREELAND FARMS IN	BOETHING TREELAND FARMS: Q	05/23/2019	1,515.26
21137	EMG HOLDINGS, LLC	EMG HOLDINGS, LLC: SIGN MAINT	05/23/2019	1,400.00
21138	EMPIRE CLEANING SUPPLY	EMPIRE CLEANING SUPPLY: JAI	05/23/2019	53.85
21139	FERGUSON ENTERPRISES INC. #1	FERGUSON ENT.: WATER HEATER	05/23/2019	241.63
21141	KASTLE KARE	KASTLE KARE: GOPHER CLEAN (05/23/2019	400.00
21142	DOUG MARONEY	D/MARONEY: BOOTS REIMBURSE	05/23/2019	300.00
21144	PERFORMANCE GARDENS	PERFORMANCE GARDENS: LIMO	05/23/2019	68.64
21145	RJ THOMAS MFG. CO., INC.	RJ THOMAS MFG. CO: TABLES, BI	05/23/2019	8,441.80
21147	SIERRA COMMERCIAL PLUMBING	SIERRA COMM. PLUMBING:TS HC	05/23/2019	148.50
21148	SITEONE LANDSCAPE SUPPLY LL	SITEONE: COMPOST SPREADER &	05/23/2019	299.84
21150	UNITED SITE SERVICES OF CA INC	UNITED SITE SERVICES: TEMP. R	05/23/2019	247.54

Total for Department: 04 Parks

61,881.46

Department: 05 Administration

21117	J. THAYER COMPANY	J,THAYER: VIEW RING BINDERS/)	05/23/2019	450.33
21130	VCSDA	VCSDA: FOR MEETING ON 6/4/19-	05/23/2019	80.00

Total for Department: 05 Administration

530.33

Total for Fund:10 General Fund

76,773.33

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Assessment Fund				
Department: 00 Non Departmentalized				
21143	NATURAL GREEN LANDSACAPES	NATURAL GREEN LANDSCAPE: 5	05/23/2019	15,615.08
Total for Department: 00 Non Departmentalized				15,615.08
Total for Fund:20 Assessment Fund				15,615.08

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 30 Park Dedication Fund				
Department: 00				
21113	LESLIE S. GILMER III	L.GILMER (SG MASONRY): PILAS	05/23/2019	6,475.00
21132	VENTURA COUNTY STAR	VC STAR: NOTICE CALLING FOR	05/23/2019	207.39
Total for Department: 00				6,682.39
Total for Fund:30 Park Dedication Fund				6,682.39

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		99,070.80

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: June 5, 2019

SUBJECT: FINANCE REPORT APRIL 2019

RECOMMENDATION

It is recommended the Board review and approve the District's Financial Statements for April 2019 regarding Fund 10, Fund 20 and Fund 30.

ANALYSIS OF COMPARATIVE FINANCIAL THROUGH APRIL 30, 2019

Attached you will find the District's Statements of Revenues and Expenditures for the period of July 1, 2018 through April 30, 2019 with a year-to-date comparison for the period of July 1, 2017 through April 30, 2018. The percentage rate used for the 2018-2019 fiscal year budget is 84% for Period 10 of the fiscal year.

REVENUES

Total revenue for the 10th month ending April 30, 2019 for Fund 10 (General Fund) has an overall increase of \$657,511 over prior year; the primary reason for the increase is Tax Apportionment, accounts #5110-5240 (\$348,534), Rental (\$146,933), Hill Fire Revenue from the insurance company (\$49,355), Public Fees (\$86,682) and Other/Purchase Discount Taken (\$22,082).

Total revenue for the 10th month ending April 30, 2019 for Fund 20 (Assessment District) is at 98.7% of budget. The Assessment District is on target for meeting its budget of \$1,109,053 for Assessment revenue, with tax revenue continuing to come in during the months of May and June, along with reporting interest earning for the quarter ending June 30, 2019.

Fund 30 (Park Dedication Fee) is at 622.7% of budget due to the interest earnings on the investments, along with receiving Park Dedication Fees (\$85,533) which is a line item for which the District does not budget.

EXPENDITURES

Personnel Expenditures have increased by \$319,431 for FY 2018-2019 in comparison to personnel expense for the same time period as last year. This increase is primarily due to Full Time Wages (\$100,091), PERS Unfunded Liability (\$73,519), increase in Workers Compensation (\$59,411), increase in Retirement (\$26,875) and an overall increase to various other payroll accounts.

Service and Supply Expenditures for Fund 10 have increased \$174,499 which is primarily due to the Collection Fee for Tax Apportionment (\$115,606), Building Repair (\$45,365) and other numerous services and supplies accounts.

Fund 20 is at 66.7% in Personnel and 79.0% in Service and Supplies. Currently, Fund 20 is below budget at 70%.

Fund 30 Services and Supplies has no budget and no expenses for the month of April 2019.

Capital projects for fiscal year 2018-2019 are progressing and at 58% of budget.

Quimby Fees fee projects are at 31.1% of budget.

FISCAL IMPACT

Overall the District is under the approved budget for Fund 10 by 9.2% and Fund 20 is below budget by 5.4%. Staff is constantly reviewing ways to make the District run effectively and efficiently while staying within the approved budget.

RECOMMENDATION

It is recommended the Board review and approve the Financial Statements for April 30, 2019 regarding Fund 10, Fund 20 and Fund 30.

ATTACHMENTS

- 1) Financial Statement of Revenues and Expenditures as of April 30, 2019 Fund 10
(3 pages)
- 2) Financial Statement of Revenue and Expenditures as of April 30, 2019 Fund 20
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of April 30, 2019 Fund 30
(1 page)

General Ledger
Fund 10 General Fund
April 2019 84%

Description	Account	Period	Amount	One Year Prior	Actual	Year to Date	Budget	Budget Remaining	% of Budget Used			
Revenue												
Tax Apport Cur Year Secured	5110	\$	2,780,101.99	\$	5,865,370.23	\$	6,221,139.53	\$	6,506,450.00	\$	285,310.47	95.61%
Tax Apport Cur Year Unsec	5120	\$	-	\$	104,473.45	\$	115,812.89	\$	-	\$	115,812.89	0.00%
Tax Apport Prior Year Sec	5130	\$	-	\$	37,380.77	\$	33,044.37	\$	-	\$	33,044.37	0.00%
Tax Apport Prior Year Unsec	5140	\$	-	\$	4,556.00	\$	10,361.51	\$	-	\$	10,361.51	0.00%
Tax Decded Sales	5150	\$	-	\$	45.52	\$	10.03	\$	-	\$	10.03	0.00%
Cur Supplemental Pass Thru	5210	\$	-	\$	61,419.51	\$	57,863.76	\$	-	\$	57,863.76	0.00%
HOPTR	5230	\$	-	\$	23,304.76	\$	22,956.10	\$	-	\$	22,956.10	0.00%
HOPTR Prior Year	5231	\$	-	\$	15,982.52	\$	-	\$	-	\$	-	0.00%
Supplemental Assessment Roll	5240	\$	-	\$	140.99	\$	19.43	\$	-	\$	19.43	0.00%
Interest Earnings	5310	\$	343.03	\$	18,027.54	\$	44,004.15	\$	18,300.00	\$	25,704.15	240.46%
MBS Interest Earnings	5320	\$	-	\$	533.67	\$	-	\$	-	\$	-	0.00%
Dividends CAPRI Prior Years	5460	\$	-	\$	9,711.62	\$	9,382.00	\$	-	\$	9,382.00	0.00%
Hill Fire 2018	5465	\$	-	\$	-	\$	49,333.34	\$	-	\$	49,333.34	0.00%
Park Patrol Citations	5506	\$	-	\$	2,612.78	\$	7,453.85	\$	4,510.00	\$	2,943.85	165.27%
Plan Check Fee	5507	\$	-	\$	-	\$	-	\$	100.00	\$	100.00	0.00%
Contract ClassesPublic Fees	5510	\$	30,741.00	\$	147,984.53	\$	173,071.01	\$	232,539.00	\$	59,467.99	74.43%
Public Fees	5511	\$	55,747.80	\$	206,742.41	\$	293,424.84	\$	393,842.00	\$	100,417.16	74.50%
Swim Passes	5513-5529	\$	5,339.00	\$	46,538.58	\$	40,275.97	\$	71,695.00	\$	31,419.03	56.18%
Rental	5530	\$	48,287.45	\$	196,924.07	\$	343,916.64	\$	417,196.00	\$	73,279.36	82.44%
Cell Tower Revenue	5535	\$	7,642.57	\$	70,344.97	\$	76,162.76	\$	83,534.00	\$	7,371.24	91.18%
Annual Passes	5536	\$	-	\$	-	\$	122.00	\$	-	\$	122.00	0.00%
Parking Fees	5540	\$	2,391.10	\$	16,054.63	\$	12,831.42	\$	10,470.00	\$	2,361.42	122.55%
Indemnity Revenue	5545	\$	-	\$	1,000.00	\$	-	\$	-	\$	-	0.00%
Dues	5550	\$	46.00	\$	1,417.00	\$	1,201.00	\$	2,160.00	\$	959.00	55.60%
Activity Guide Revenue	5555	\$	-	\$	10,624.50	\$	11,325.75	\$	16,000.00	\$	4,674.25	70.79%
Sponsorships	5558	\$	1,600.00	\$	-	\$	2,100.00	\$	-	\$	2,100.00	0.00%
Special Event	5561	\$	-	\$	-	\$	-	\$	11,000.00	\$	11,000.00	0.00%
Staffing Cost Recovery	5563	\$	210.00	\$	3,543.00	\$	7,710.16	\$	5,000.00	\$	2,710.16	154.20%
Special Event Permits	5564	\$	500.00	\$	300.00	\$	1,106.00	\$	1,000.00	\$	106.00	110.60%
Donations	5570	\$	45.00	\$	83,326.45	\$	75,639.50	\$	90,870.00	\$	15,230.50	83.24%
Grant HCF	5573	\$	-	\$	2.00	\$	1.00	\$	-	\$	1.00	0.00%
Other/Purchase Discount Taken	5575	\$	6,731.68	\$	56,174.76	\$	78,256.70	\$	64,615.00	\$	13,641.70	121.11%
Credit Card Processing Fee	5576	\$	81.20	\$	-	\$	221.97	\$	-	\$	221.97	0.00%
Cash Over/Under	5580	\$	55.00	\$	85.00	\$	99.00	\$	-	\$	99.00	0.00%
Incentive Income	5585	\$	19.13	\$	1,915.10	\$	2,129.79	\$	1,600.00	\$	529.79	133.11%
Reimbursement ROPS	5600	\$	-	\$	294,735.81	\$	282,734.93	\$	190,000.00	\$	92,734.93	148.81%
Reimb Needs Assessment	5605	\$	-	\$	35,200.00	\$	516.00	\$	-	\$	516.00	0.00%
Revenue		\$	2,939,881.95	\$	7,316,472.17	\$	7,973,983.40	\$	8,120,881.00	\$	146,897.60	98.19%
YTD Comparison						\$	657,511.23					
Expense												
Full Time Salaries	6100	\$	159,595.82	\$	1,649,562.69	\$	1,749,653.45	\$	2,401,820.00	\$	652,166.55	72.85%
Overtime Salaries	6101	\$	1,798.07	\$	15,405.53	\$	29,362.98	\$	38,536.00	\$	9,173.02	76.20%
Car Allowance	6105	\$	830.74	\$	7,818.73	\$	8,729.40	\$	10,800.00	\$	2,070.60	80.83%
Cell Phone Allowance	6108	\$	1,104.00	\$	11,796.82	\$	12,587.86	\$	15,900.00	\$	3,312.14	79.17%
PartTime Salaries	6110	\$	41,878.49	\$	438,004.20	\$	463,368.97	\$	726,323.00	\$	262,954.03	63.80%
Retirement	6120	\$	27,416.28	\$	274,306.30	\$	301,181.78	\$	440,350.00	\$	139,168.22	68.40%
457 Pension	6121	\$	135.22	\$	7,176.84	\$	7,176.84	\$	7,445.00	\$	268.16	96.40%
Employee Insurance	6130	\$	17,954.23	\$	177,882.85	\$	186,529.70	\$	350,837.00	\$	164,307.30	53.17%
Workers Compensation	6140	\$	13,214.90	\$	108,486.45	\$	167,897.84	\$	212,453.00	\$	44,555.16	79.03%
Unemployment Insurance	6150	\$	-	\$	-	\$	5,225.00	\$	2,200.00	\$	3,025.00	237.50%
Loan Pension Obligation	6160	\$	20,300.83	\$	198,369.78	\$	203,008.30	\$	243,610.00	\$	40,601.70	83.33%
PERS Unfunded Liability	6170	\$	-	\$	245,195.00	\$	318,714.00	\$	318,714.00	\$	-	100.00%
Personnel		\$	284,228.58	\$	3,134,005.19	\$	3,453,436.12	\$	4,768,988.00	\$	1,321,601.88	72.41%
YTD Comparison						\$	319,430.93					
Telephone	6210	\$	1,014.85	\$	9,305.55	\$	9,805.01	\$	11,456.00	\$	1,650.99	85.59%
Internet Services	6220	\$	2,654.87	\$	19,170.61	\$	25,297.66	\$	54,758.00	\$	29,460.34	46.20%
Pool Chemicals	6310	\$	1,337.71	\$	4,684.94	\$	5,408.95	\$	12,000.00	\$	6,591.05	45.07%
Janitorial Supplies	6320	\$	2,488.91	\$	38,955.03	\$	40,782.70	\$	52,200.00	\$	11,417.30	78.13%
Kitchen Supplies	6330	\$	77.03	\$	248.38	\$	501.52	\$	1,400.00	\$	898.48	35.82%
Food Supplies	6340	\$	80.12	\$	2,880.80	\$	5,710.48	\$	10,575.00	\$	4,864.52	54.00%

General Ledger
Fund 10 General Fund
April 2019 84%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Water Maint & Service	6350	\$ 155.40	\$ 685.05	\$ 933.48	\$ 1,080.00	\$ 146.52	86.43%
Laundry/Wash Service	6360	\$ -	\$ 40.00	\$ 199.50	\$ 380.00	\$ 180.50	52.50%
Medical Supplies	6380	\$ -	\$ -	\$ -	\$ 650.00	\$ 650.00	0.00%
Insurance Liability	6410	\$ -	\$ 97,158.00	\$ 115,144.00	\$ 111,732.00	\$ 3,412.00	103.05%
Equipment Maintenance	6500	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	0.00%
Fuel	6510	\$ 3,558.16	\$ 28,689.13	\$ 34,772.76	\$ 43,000.00	\$ 8,227.24	80.87%
Vehicle Maintenance	6520	\$ 3,044.51	\$ 27,300.67	\$ 27,219.01	\$ 35,400.00	\$ 8,180.99	76.89%
Office Equipment Maintenance	6530	\$ -	\$ 400.00	\$ -	\$ 200.00	\$ 200.00	0.00%
Computer Equip Maintenance	6540	\$ 28.53	\$ 1,625.06	\$ 28.53	\$ 2,400.00	\$ 2,371.47	1.19%
Building Repair	6610	\$ 13,041.31	\$ 43,281.65	\$ 88,646.94	\$ 96,200.00	\$ 7,553.06	92.15%
Bldg Equip Maint/Repair	6620	\$ -	\$ 24,416.27	\$ 3,889.09	\$ 22,875.00	\$ 18,985.91	17.00%
Improvements/Maintenance	6630	\$ -	\$ 27,984.90	\$ 19,157.63	\$ 24,000.00	\$ 4,842.37	79.82%
Hill Fire 2018	6640	\$ 22,658.57	\$ -	\$ 37,883.71	\$ -	\$ 37,883.71	0.00%
Incidental Costs Assess	6709	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%
Grounds Maintenance	6710	\$ 7,515.25	\$ 55,196.71	\$ 64,368.15	\$ 87,980.00	\$ 23,611.85	73.16%
Tree Care Assess	6719	\$ -	\$ 225.00	\$ 13,119.00	\$ 10,000.00	\$ 3,119.00	131.19%
Contracted LS Services	6720	\$ 25,127.50	\$ 650.94	\$ 25,959.60	\$ -	\$ 25,959.60	0.00%
Park Amenities Assess	6722	\$ -	\$ 974.87	\$ -	\$ -	\$ -	0.00%
Park Signage (Branding)	6725	\$ -	\$ 5,519.50	\$ 485.29	\$ 15,000.00	\$ 14,514.71	3.24%
Contracted Pest Control	6730	\$ -	\$ 675.00	\$ 1,100.00	\$ 2,000.00	\$ 900.00	55.00%
Rubbish & Refuse	6740	\$ 10,724.65	\$ 55,138.70	\$ 50,137.78	\$ 65,760.00	\$ 15,622.22	76.24%
Vandalism/Theft	6750	\$ 48.17	\$ 453.77	\$ 48.17	\$ 2,000.00	\$ 1,951.83	2.41%
Memberships	6810	\$ -	\$ 12,433.18	\$ 12,424.63	\$ 14,315.00	\$ 1,890.37	86.79%
Office Expense	6900	\$ -	\$ 14.99	\$ -	\$ -	\$ -	0.00%
Office Supplies	6910	\$ 1,250.27	\$ 16,549.91	\$ 13,036.91	\$ 29,934.00	\$ 16,897.09	43.55%
Postage Expense	6920	\$ 396.85	\$ 23,172.99	\$ 11,997.06	\$ 26,900.00	\$ 14,902.94	44.60%
Advertising Expense	6930	\$ 79.89	\$ 8,381.56	\$ 11,583.60	\$ 12,240.00	\$ 656.40	94.64%
Printing Charges	6940	\$ 987.12	\$ 8,977.35	\$ 11,706.04	\$ 14,048.00	\$ 2,341.96	83.33%
ActiveNet Charges	6950	\$ 5,902.43	\$ 41,370.29	\$ 42,942.66	\$ 55,758.00	\$ 12,815.34	77.02%
Approp Redev/Collection Fees	6960	\$ 273,064.53	\$ 374,062.83	\$ 489,668.40	\$ 399,740.00	\$ 89,928.40	122.50%
Minor Furn Fixture & Equip	6980	\$ -	\$ 1,033.76	\$ 1,110.04	\$ 1,533.00	\$ 422.96	72.41%
Comp Hardware/Software Exp	6990	\$ 895.99	\$ 7,352.47	\$ 9,300.08	\$ 13,264.00	\$ 3,963.92	70.12%
Fingerprint Fees (HR)	7010	\$ 32.00	\$ 1,001.00	\$ 680.00	\$ 2,440.00	\$ 1,760.00	27.87%
Fire & Safety Insp Fees	7020	\$ -	\$ 1,990.10	\$ 4,052.43	\$ 3,925.00	\$ 127.43	103.25%
Permit & Licensing Fees	7030	\$ -	\$ 6,276.29	\$ 8,537.79	\$ 11,150.00	\$ 2,612.21	76.57%
State License Fee	7040	\$ -	\$ 341.25	\$ 755.00	\$ 400.00	\$ 355.00	188.75%
Professional Services	7100	\$ -	\$ 400.00	\$ 1,400.00	\$ 1,000.00	\$ 400.00	140.00%
Legal Services	7110	\$ 11,642.50	\$ 36,915.87	\$ 50,972.00	\$ 69,150.00	\$ 18,178.00	73.71%
Typeset and Print Services	7115	\$ 13,997.49	\$ 36,119.83	\$ 38,743.29	\$ 45,900.00	\$ 7,156.71	84.41%
Instructor Services	7120	\$ 12,780.30	\$ 100,541.23	\$ 106,308.55	\$ 168,426.00	\$ 62,117.45	63.12%
PERS Admin Fees	7125	\$ 74.21	\$ 1,145.23	\$ 716.84	\$ 1,550.00	\$ 833.16	46.25%
Audit Services	7130	\$ -	\$ 8,800.00	\$ 9,960.00	\$ 17,260.00	\$ 7,300.00	57.71%
Medical & Health Svcs (HR)	7140	\$ 150.00	\$ 1,810.00	\$ 1,475.00	\$ 5,500.00	\$ 4,025.00	26.82%
Security Services	7150	\$ -	\$ 6,173.19	\$ 3,772.88	\$ 5,400.00	\$ 1,627.12	69.87%
Entertainment Services	7160	\$ -	\$ 1,337.53	\$ 2,174.99	\$ 5,000.00	\$ 2,825.01	43.50%
Business Services	7180	\$ 383.49	\$ 55,932.60	\$ 85,027.72	\$ 88,600.00	\$ 3,572.28	95.97%
Umpire/Referee Services	7190	\$ -	\$ 860.00	\$ 1,150.00	\$ 2,065.00	\$ 915.00	55.69%
Subscriptions	7210	\$ -	\$ 1,778.92	\$ 662.27	\$ 4,508.00	\$ 3,845.73	14.69%
Rents and Leases	7300	\$ -	\$ 2,413.28	\$ -	\$ -	\$ -	0.00%
Rents & Leases Equip	7310	\$ 727.72	\$ 14,728.95	\$ 25,031.32	\$ 40,210.00	\$ 15,178.68	62.25%
Bldg/Field Leases & Rental	7320	\$ -	\$ 20.00	\$ -	\$ 120.00	\$ 120.00	0.00%
Event Supplies	7410	\$ -	\$ 868.68	\$ 1,006.23	\$ 2,000.00	\$ 993.77	50.31%
Supplies	7420	\$ 111.40	\$ 4,480.02	\$ 5,534.36	\$ 5,300.00	\$ 234.36	104.42%
Bingo Supplies	7430	\$ 806.63	\$ 6,425.22	\$ 6,857.98	\$ 8,500.00	\$ 1,642.02	80.68%
Sporting Goods	7440	\$ 19.83	\$ 5,621.94	\$ 2,415.38	\$ 8,586.00	\$ 6,170.62	28.13%
Arts and Craft Supplies	7450	\$ -	\$ 1,930.91	\$ 237.44	\$ 1,940.00	\$ 1,702.56	12.24%
Training Supplies	7460	\$ 471.84	\$ 908.53	\$ 1,366.82	\$ 2,650.00	\$ 1,283.18	51.58%
Camp Supplies	7470	\$ -	\$ 318.50	\$ 1,143.82	\$ 2,200.00	\$ 1,056.18	51.99%
Small Tools	7500	\$ 134.89	\$ 5,783.93	\$ 5,931.58	\$ 6,100.00	\$ 168.42	97.24%
Safety Supplies	7510	\$ -	\$ 2,107.41	\$ 1,092.07	\$ 4,690.00	\$ 3,597.93	23.29%
Uniform Allowance	7610	\$ -	\$ 6,853.24	\$ 6,953.39	\$ 12,600.00	\$ 5,646.61	55.19%
Safety Clothing	7620	\$ 150.00	\$ 1,656.17	\$ 1,480.47	\$ 6,054.00	\$ 4,573.53	24.45%
Conference&Seminar Staff	7710	\$ 65.00	\$ 16,182.83	\$ 11,350.22	\$ 21,775.00	\$ 10,424.78	52.13%
Conference&Seminar Board	7715	\$ -	\$ 912.97	\$ 355.00	\$ 2,280.00	\$ 1,925.00	15.57%
Conference&Seminar Travel Exp	7720	\$ 90.69	\$ 3,583.82	\$ 8,616.27	\$ 11,643.00	\$ 3,026.73	74.00%

General Ledger
Fund 10 General Fund
April 2019 84%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Out of Town Travel Board	7725	\$ -	\$ 1,386.59	\$ 1,418.82	\$ 7,085.00	\$ 5,666.18	20.03%
Private Vehicle Mileage	7730	\$ 275.45	\$ 2,116.08	\$ 2,483.12	\$ 2,503.00	\$ 19.88	99.21%
Transportation Charges	7740	\$ -	\$ 228.01	\$ 150.08	\$ 1,110.00	\$ 959.92	13.52%
Buses/Excursions	7750	\$ -	\$ 3,329.02	\$ 15,927.54	\$ 23,950.00	\$ 8,022.46	66.50%
Tuition/Book Reimbursement	7760	\$ -	\$ -	\$ 925.73	\$ -	\$ 925.73	0.00%
Utilities Gas	7810	\$ 3,307.70	\$ 20,081.31	\$ 21,090.16	\$ 27,488.00	\$ 6,397.84	76.72%
Utilities Water	7820	\$ 22,868.48	\$ 543,510.16	\$ 451,930.53	\$ 816,188.00	\$ 364,257.47	55.37%
Utilities Electric	7830	\$ 13,279.84	\$ 161,991.77	\$ 148,162.35	\$ 237,062.00	\$ 88,899.65	62.50%
Airport Assessment Exp	7840	\$ -	\$ 2,843.00	\$ -	\$ 10,000.00	\$ 10,000.00	0.00%
Awards and Certificates	7910	\$ 369.00	\$ 9,060.86	\$ 8,405.47	\$ 16,940.00	\$ 8,534.53	49.62%
Meals for Staff Training	7920	\$ 211.92	\$ 1,524.61	\$ 2,330.78	\$ 2,810.00	\$ 479.22	82.95%
Employee Morale	7930	\$ 30.00	\$ 595.67	\$ 416.37	\$ 4,250.00	\$ 3,833.63	9.80%
COP Debt PV Fields	7950	\$ 242,434.38	\$ 246,409.38	\$ 242,434.38	\$ 242,435.00	\$ 0.62	100.00%
Reserve Vehicle Fleet	7970	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
Reserve Computer Fleet	7971	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	100.00%
Reserve Designated Project	7972	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	0.00%
Reserve Dry Period	7973	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -	100.00%
Reserve Repair/Oper/Admin	7975	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	100.00%
Services and Supplies		\$ 700,547.38	\$ 2,426,305.76	\$ 2,600,804.82	\$ 3,326,921.00	\$ 1,050,806.64	78.17%
YTD Comparison				\$ 174,999.06			

Capital	8400	\$ -	\$ 610.96	\$ -	\$ -	\$ -	0.00%
Equip/Facility Replacement	8420	\$ -	\$ 33,358.52	\$ -	\$ 7,000.00	\$ 7,000.00	0.00%
Needs Assessment	8422	\$ -	\$ 87,651.39	\$ 1,032.00	\$ -	\$ 1,032.00	0.00%
Bob Kildee Parking Lot	8423	\$ -	\$ 166,295.00	\$ -	\$ -	\$ -	0.00%
PV Fields Parking Lot	8424	\$ -	\$ 14,624.00	\$ -	\$ -	\$ -	0.00%
Hardwalls GM/HR Offices	8425	\$ -	\$ 15,528.45	\$ -	\$ -	\$ -	0.00%
Charter Oak Windrow	8426	\$ -	\$ 11,025.00	\$ -	\$ -	\$ -	0.00%
Bob Kildee PounPlay	8429	\$ -	\$ 17,600.00	\$ -	\$ -	\$ -	0.00%
Cam Grve Dog PkArtificial Turf	8430	\$ -	\$ 19,312.93	\$ -	\$ -	\$ -	0.00%
Freedom Pk Baseball Flds Desig	8432	\$ -	\$ 13,346.08	\$ -	\$ -	\$ -	0.00%
Aquatics Tankless Wtr Heaters	8433	\$ -	\$ 21,514.22	\$ -	\$ -	\$ -	0.00%
Auditorium Patio	8434	\$ -	\$ 12,393.08	\$ -	\$ -	\$ -	0.00%
Auditorium Restroom Remodel	8435	\$ -	\$ 20,420.61	\$ 2,786.93	\$ -	\$ 2,786.93	0.00%
Springville Dog Park Wall	8436	\$ -	\$ -	\$ 78,292.99	\$ 84,993.00	\$ 6,700.01	92.12%
Bob Kildee Pavilion Replacemen	8437	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Mission Oaks Roof	8438	\$ -	\$ 17,866.00	\$ -	\$ -	\$ -	0.00%
Auditorium Ducting/Replacement	8439	\$ -	\$ 22,275.00	\$ -	\$ -	\$ -	0.00%
Office Design/Carpent/Server	8440	\$ -	\$ 27,913.41	\$ -	\$ -	\$ -	0.00%
Admin Bldg Roofs #6,#7,Admin	8441	\$ -	\$ 133,091.00	\$ -	\$ -	\$ -	0.00%
Pool Plaster/Fiberglass Resurf	8448	\$ -	\$ -	\$ 161,829.73	\$ 161,615.00	\$ 214.73	100.13%
Pool Slide Metal Support	8449	\$ 158.04	\$ -	\$ 56,227.37	\$ 56,070.00	\$ 157.37	100.28%
Bob Kildee Restroom Roof	8450	\$ 335.00	\$ -	\$ 15,948.00	\$ 15,613.00	\$ 335.00	102.15%
Freedom RR/Concession Roof	8451	\$ -	\$ -	\$ 23,459.60	\$ 23,460.00	\$ 0.40	100.00%
Charter Oak Tree Windrow	8452	\$ -	\$ -	\$ 6,562.50	\$ 10,000.00	\$ 3,437.50	65.63%
PV Fields Painting Phase I	8453	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	0.00%
Comm Ctr Exterior Restrooms	8454	\$ -	\$ -	\$ 18,884.46	\$ 40,000.00	\$ 21,115.54	47.21%
Bob Kildee Irrigation Pump	8455	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	0.00%
Mtr EnclosurEncnt,Fhill,Adolf	8456	\$ -	\$ -	\$ 18,307.01	\$ 24,000.00	\$ 5,692.99	76.28%
Arneill Rnch Park Picnic Area	8457	\$ -	\$ -	\$ 23,507.52	\$ 25,400.00	\$ 1,892.48	92.55%
Pitts Ranch Park Pavilion	8458	\$ -	\$ -	\$ 44,490.00	\$ 82,030.00	\$ 37,540.00	54.24%
Bob Kildee Irrigation Meter	8462	\$ -	\$ -	\$ 4,440.15	\$ -	\$ 4,440.15	0.00%
LPA Architects CC/Gym/Sr Ctr	8463	\$ -	\$ -	\$ -	\$ 228,538.00	\$ 228,538.00	0.00%
Capital		\$ 493.04	\$ 634,825.65	\$ 455,768.26	\$ 783,719.00	\$ 345,883.10	58.15%
YTD Comparison				\$ (179,057.39)			

Total Expenses		\$ 984,775.96	\$ 5,560,310.95	\$ 6,054,240.94	\$ 8,095,909.00	\$ 2,372,408.52	74.78%
YTD Comparison				\$ 493,929.99			

General Ledger
Fund 20 Assessment District
April 2019 84%

Description	Account	Period	Amount	One Year Prior	Actual	Year to Date	Budget	Budget Remaining	% of Budget Used			
Revenue												
Interest Earnings	5310	\$	112.50	\$	928.32	\$	536.44	\$	275.00	\$	261.44	195.07%
Assessment Revenue	5500	\$	456,293.58	\$	1,046,419.58	\$	1,094,140.60	\$	1,108,778.00	\$	14,637.40	98.68%
Revenue		\$	456,406.08	\$	1,047,347.90	\$	1,094,677.04	\$	1,109,053.00	\$	14,898.84	98.70%
YTD Comparison						\$	47,329.14					
Expense												
Full Time Salaries	6100	\$	1,483.36	\$	51,030.48	\$	14,429.60	\$	21,232.00	\$	6,802.40	67.96%
Car Allowance	6105	\$	-	\$	925.61	\$	-	\$	-	\$	-	0.00%
Cell Phone Allowance	6108	\$	-	\$	150.42	\$	-	\$	-	\$	-	0.00%
Retirement	6120	\$	234.59	\$	8,829.70	\$	2,316.87	\$	3,752.00	\$	1,435.13	61.75%
Employee Insurance	6130	\$	247.90	\$	7,787.74	\$	2,095.58	\$	3,707.00	\$	1,611.42	56.53%
Workers Compensation	6140	\$	176.05	\$	5,150.19	\$	1,635.42	\$	2,026.00	\$	390.58	80.72%
Personnel		\$	2,141.90	\$	73,874.14	\$	20,477.47	\$	30,717.00	\$	10,239.53	66.66%
YTD Comparison						\$	(53,396.67)					
Incidental Costs Assess	6709	\$	-	\$	15,426.15	\$	17,276.34	\$	31,660.00	\$	14,383.66	54.57%
Grounds Maintenance	6710	\$	-	\$	-	\$	6.64	\$	-	\$	6.64	0.00%
Tree Care Assess	6719	\$	-	\$	35,985.50	\$	32,475.00	\$	30,000.00	\$	2,475.00	108.25%
Contracted LS Services	6720	\$	34,502.00	\$	313,430.93	\$	350,212.64	\$	473,568.00	\$	123,355.36	73.95%
Park Amenities Assess	6722	\$	6,136.02	\$	31,510.50	\$	14,287.44	\$	20,000.00	\$	5,712.56	71.44%
ActiveNet Charges	6950	\$	-	\$	54.00	\$	78.00	\$	60.00	\$	18.00	130.00%
Approp Redev/Collection Fees	6960	\$	6,177.53	\$	-	\$	7,733.59	\$	7,500.00	\$	233.59	103.11%
COP Debt PV Fields	7950	\$	42,617.42	\$	327,382.50	\$	426,174.20	\$	511,409.00	\$	85,234.80	83.33%
Expense		\$	89,432.97	\$	723,789.58	\$	848,243.85	\$	1,074,197.00	\$	231,419.61	78.97%
YTD Comparison						\$	124,454.27					
Total Expenses		\$	91,574.87	\$	797,663.72	\$	868,721.32	\$	1,104,914.00	\$	241,659.14	78.62%
YTD Comparison						\$	71,057.60					

General Ledger
Fund 30 Park Dedicaiton Fee (Quimby)
April 2019 84%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue							
Interest Earnings	5310	\$ 28.45	\$ 30,219.02	\$ 51,101.03	\$ 23,600.00	\$ 27,501.03	216.53%
MBS Interest Earnings	5320	\$ -	\$ 14,563.29	\$ 10,323.59	\$ -	\$ 10,323.59	0.00%
Park Dedication Fees	5400	\$ -	\$ -	\$ 85,533.16	\$ -	\$ 85,533.16	0.00%
Revenue		\$ 28.45	\$ 44,782.31	\$ 146,957.78	\$ 23,600.00	\$ 123,357.78	622.70%
YTD Comparison				\$ 102,175.47			
Expense							
ActiveNet Charges		\$ -	\$ 30.00	\$ -	\$ -	\$ -	0.00%
Services and Supplies		\$ -	\$ 30.00	\$ -	\$ -	\$ -	0.00%
YTD Comparison							
Capital							
Valle Lindo Restroom/Pavilion	8444	\$ 1,347.87	\$ -	\$ 40,107.87	\$ 425,000.00	\$ 384,892.13	9.44%
Nancy Bush Park Playground	8445	\$ 69,300.00	\$ -	\$ 206,623.94	\$ 250,000.00	\$ 43,376.06	82.65%
Nancy Bush Park Picnic Area	8446	\$ -	\$ -	\$ 29,585.62	\$ 45,600.00	\$ 16,014.38	64.88%
Nancy Bush Park Pavilion	8447	\$ -	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00	0.00%
Freedom Baseball Fields	8459	\$ 246,412.10	\$ -	\$ 344,718.53	\$ 1,100,000.00	\$ 755,281.47	31.34%
Mel Vincent Park Restrooms	8460	\$ 642.24	\$ -	\$ 642.24	\$ 110,000.00	\$ 109,357.76	0.58%
Expense		\$ 317,702.21	\$ -	\$ 621,678.20	\$ 1,995,600.00	\$ 1,373,921.80	31.15%
YTD Comparison				\$ 621,678.20			

Park Dedication Fees (Quimby) CASH

Date Received	Amount	Developer	Amount Used	Amount Earmarked	Balance	Sunset Date
7/31/2014	\$ 615,709.00	AMLI	\$ 276,317.43	\$ -	\$ 339,391.57	7/31/2019
1/15/2015	\$ 2,250,489.00	Fairfield Camarillo LLC	\$ 344,718.53	\$ -	\$ 1,905,770.47	1/31/2020
8/8/2016	\$ 2,649,209.00	Elacora Mission Oaks	\$ 189,887.74	\$ -	\$ 2,459,321.26	8/8/2021
8/10/2016	\$ 474,353.00	KB Homes	\$ 642.24	\$ -	\$ 473,710.76	8/10/2021
6/7/2018	\$ 21,612.25	Crestview	\$ -	\$ -	\$ 21,612.25	6/7/2023
6/29/2018	\$ 96,391.39	Aldersgate Construction	\$ -	\$ -	\$ 96,391.39	6/29/2023
1/11/2019	\$ 50,291.16	Aldersgate Construction	\$ -	\$ -	\$ 50,291.16	1/11/2024
3/7/2019	\$ 35,242.00	Habitat for Humanity	\$ -	\$ -	\$ 35,242.00	3/7/2024
Total	\$ 6,193,296.80		\$ 811,565.94	\$ -	\$ 5,381,730.86	

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: June 5, 2019

**SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION
NO. 628 FOR APPROPRIATION AMOUNT SUBJECT TO
GANN LIMITATION, FY 2019-2020**

SUMMARY

Every fiscal year staff brings a staff report and resolution asking the Board to adopt a resolution setting the Gann Limit for the upcoming fiscal year 2019-2020.

BACKGROUND

Article XIII B of the California Constitution specifies that appropriations made by governmental entities may increase annually by the change in population and the change in the California per capita personal income.

While the percent change in California per capita personal income used in setting the 2019-2020 appropriations limit is a statewide figure, the District population increase, is the percent change in population for the City of Camarillo. The City population and California per capita personal income changes are provided by the State Department of Finance.

In calculating the appropriation amount subject to limitation, fiscal year 1978-1979 was designated as the base year in the amount of \$1,769,843 with adjustments to be made in subsequent years according to the criteria as referenced above. Staff has computed the limitation amount of \$11,792,330 for fiscal year 2019-2020 as indicated in Attachment 2. Attachment 1 is a proposed resolution setting the amount.

ANALYSIS

Every May the Department of Finance puts out the estimate of the percentage change in population to local governments. Each local jurisdiction must use the percentage change in population in conjunction with the change in the cost of living or price factor to calculate the appropriations limit for the upcoming fiscal year. The new appropriations limit is calculated by staff and presented to the Board via consent item. Special Districts are required by law to calculate their appropriations limit and present the calculation with their annual audit.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 628 setting the FY 2019-2020 appropriations amount subject to the Gann limits.

ATTACHMENT

- 1) Resolution No. 628 (1 page)
- 2) FY 2019-2020 Appropriations Limit (1 page)

RESOLUTION NO. 628

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PLEASANT VALLEY RECREATION AND PARK DISTRICT
ESTABLISHING THE ANNUAL APPROPRIATIONS SUBJECT
TO THE LIMITATION SET FORTH IN ARTICLE XIII B
OF THE CONSTITUTION OF THE STATE OF CALIFORNIA

WHEREAS, Article XIII B of the California Constitution established the total annual appropriations subject to limitations for the State and for local government; and

WHEREAS, said limitation is defined as the appropriations limit of such entities for the prior year adjusted for changes in per capita personal income and population of said entities; and

WHEREAS, the Board of Directors of the Pleasant Valley Recreation and Park District wishes to establish the appropriations subject to limitation for the fiscal year 2019-2020,

NOW, THEREFORE, the Board of Directors of the Pleasant Valley Recreation and Park District does hereby resolve as follows:

1. The appropriations subject to limitation for the Pleasant Valley Recreation and Park District for the fiscal year 1978 -1979 was \$1,769,843.

2. The appropriations subject to limitation pursuant to Article XIII B of the California Constitution for the Pleasant Valley Recreation and Park District for the fiscal year 2019-2020 is \$11,792,330.

3. Said appropriations subject to limitation include adjustments pursuant to Section 3 of Article XIII B of the California Constitution as of the date of this resolution.

PASSED AND ADOPTED this 5th day of June 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ROBERT KELLEY, CHAIRMAN
PLEASANT VALLEY RECREATION AND PARK DISTRICT

ATTESTED:

NEAL DIXON, SECRETARY
PLEASANT VALLEY RECREATION AND PARK DISTRICT

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
2019-2020 APPROPRIATION LIMIT**

California Per Capita Personal Income percentage change:	3.85%		
Converted to a ratio:	$\frac{3.85 + 100}{100}$	=	1.0385
PVRPD Estimated change in population:	2.09%		
Converted to a ratio:	$\frac{2.09 + 100}{100}$	=	1.0209
Calculation: 2019-2020 ratio of change	1.0385×1.0209	=	1.0602
1978-1979 Appropriation Limitation			1,769,843
2018-2019 Appropriation Limitation			11,122,741
2019-2020 appropriation limit 11,122,741.00 (2018-2019 limitation) X 1.0602 (2019-2020 ratio of change)		=	<u>11,792,330</u>

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: June 5, 2019

**SUBJECT: APPROVE RESOLUTION NO. 629 TERMINATING THE
CONTINUATION OF THE LOCAL EMERGENCY THAT
RESULTED DUE TO THE HILL FIRE 2018**

SUMMARY

On November 8, 2018 the District sustained significant damage to the Camarillo Grove Park due to a vegetation fire. A Local and Federal Emergency was declared which would allow the District to receive assistance for the necessary replacement and repairs needed at Camarillo Grove Park to return the park to its original status prior to the fire. The following resolutions have been approved to continue the local emergency:

Resolution No. 603	Declare Local Emergency	11/16/2018
Resolution No. 605	Continue Local Emergency	12/06/2018
Resolution No. 609	Continue Local Emergency	01/02/2019
Resolution No. 612	Continue Local Emergency	02/06/2019
Resolution No. 616	Continue Local Emergency	03/06/2019
Resolution No. 621	Continue Local Emergency	04/03/2019
Resolution No. 623	Continue Local Emergency	05/01/2019

BACKGROUND

On the afternoon of November 8, 2018, a vegetation fire started in Hill Canyon, Thousand Oaks, CA. The fire spread due to high Santa Ana winds and burned into Camarillo Grove Park, a park owned by the Pleasant Valley Recreation and Park District. The park sustained significant damage to the dog park, trees, fencing, and signage. The park trail system of 1.75 miles was also damaged and a play structure was a total loss.

On November 9, 2018, California Parks and Recreation Indemnity (CAPRI) was notified by District staff of the damage that Camarillo Grove Park sustained due to the fire and the necessary paperwork along with photos sent to CAPRI.

On November 16, 2018, the Board of Directors approved Resolution No. 603, declaring a local emergency which would allow Pleasant Valley Recreation and Park District to be eligible for either state or federal funding when it becomes available. The Local Emergency declaration must be reviewed by the Board of Directors at each regular board meeting and each time the emergency can either be declared to be continued or to be terminated.

On December 6, 2018, the Board of Directors approved Resolution No. 605 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On January 2, 2019, the Board of Directors approved Resolution No. 609 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On February 6, 2019, the Board of Directors approved Resolution No. 612 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On March 6, 2019, the Board of Directors approved Resolution No. 616 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On April 3, 2019, the Board of Directors approved Resolution No. 621 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On May 1, 2019, the Board of Directors approved Resolution NO. 623 to continue the local emergency for the replacement/repairs needed to Camarillo Grove Park

ANALYSIS

After staff undertook an assessment of the damage to the park, a call out was posted on social media asking for volunteers to help with the cleanup. Between staff and volunteers, clearing dead/burned trees and vegetation has started, including the placement of sandbags on the trail to help prevent erosion in the event of future rain storms. West Coast Arborist has assessed the trees and a total of 90 to 100 trees need to be trimmed and 22 trees need to be removed.

The General Manager, Park Services Manager and Administrative Services Manager met with CAPRI insurance and McLarens Insurance the week of November 26, 2018 to assess the damage and coverage regarding the claim.

The District has been assigned a disaster recovery number and has begun the process with Federal Emergency Management Agency (FEMA) regarding any cost the District's insurance carrier may not cover.

The debris removal is almost completed at the park and the District is working on replacing fencing, artificial turf, some trees (saplings) along with working on getting the play structure replaced. Staff is meeting weekly with a Cal OES/FEMA representative to review progress of the repairs/replacement.

On March 8, 2019 the District was notified via mail by FEMA that the District's request for Public Assistance for the November 2018 California Wildfires had been approved. District staff along with insurance representatives continue to move forward with the repairs and replacement at the park.

Over the past seven months all emergency repairs/replacements needed to get Camarillo Grove Park back in a safe operating status have taken place. All other repairs/replacements are either being handled by McLarens Insurance, Federal Emergency Management Assistance (FEMA) or the District. The District's expenses are being covered by the advanced payment of \$73,000 from CAPRI which is the initial layer of coverage under the Memorandum of Coverage.

FISCAL IMPACT

No fiscal impact with this action.

RECOMMENDATION

It is recommended the Board approve Resolution No. 629 terminating the continuation of the local emergency that was declared on November 16, 2018 in order to allow staff to start/complete necessary repairs and/or maintenance to Camarillo Grove Park which sustained significant damage during the Hill Fire on November 8, 2018.

ATTACHMENTS

- 1) Resolution No. 629 (2 pages)

RESOLUTION NO. 629

A RESOLUTION OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT DECLARING THAT LOCAL EMERGENCY (2018 HILL FIRE) CONDITIONS WHICH REQUIRED REPAIRS AT CAMARILLO GROVE PARK WITHOUT NOTICE FOR BIDS CONTINUE PURSUANT TO CALIFORNIA PUBLIC CONTRACT CODE SECTION 22050 HAVE ENDED

WHEREAS, at a special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District conducted on Friday, November 16, 2018, the Board of Directors adopted Resolution No. 603 to authorize emergency repairs to Camarillo Grove Park without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050; and

WHEREAS, the spread of the Hill Fire to Camarillo Grove Park caused destruction which created an emergency which required immediate repairs to prevent flooding and landslides when the winter rains started and did not permit the District the minimum three-month delay which would result from the District undertaking a competitive solicitation for bids for this repair work; and

WHEREAS, the Board of Directors heard a report from District staff on the status of the repairs to Camarillo Grove Park, which report justified why the emergency would not permit the delay which would result from seeking competitive bids and why the immediate repair of the park is necessary to respond to the emergency; and

WHEREAS, pursuant to Public Contract Code section 22050(c), the Board of Directors has reviewed the District's emergency action to determine whether there is a need to continue the emergency repairs without giving notice for bids to award a contract for this repair work; and

WHEREAS, at the regular meetings of the Board of Directors conducted on December 6, 2018, January 2, 2019, February 6, 2019, March 6, 2019, April 3, 2019 and May 1, 2019 the Board adopted Resolution No.'s 605, 609, 612, 616, 621 and 623, respectively, to declare that the emergency conditions remain; to approve the work necessary to make repairs to Camarillo Grove Park without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050; and

WHEREAS, as of May 1, 2019 the emergency repair work needed to prevent flooding and landslides during the winter rains at Camarillo Grove Park as a result of fire damage is complete.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Recitals above are true and correct and hereby incorporated by reference as if fully set forth herein.

Section 2. That the emergency conditions requiring the immediate repair work at Camarillo Grove Park are no longer present as the work has been completed.

Section 3. That the Clerk of the Board shall certify to the adoption of this resolution.

Ayes:

Noes:

Absent:

Robert Kelley, Chairman, PVRPD Board of Directors

ATTESTED:

Dr. Neal Dixon, Secretary, PVRPD Board of Directors

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: June 5, 2019

**SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION
NO. 630, APPROVING ENGINEER'S REPORT,
CONFIRMING DIAGRAM AND ASSESSMENT AND
ORDERING LEVY OF ASSESSMENT FOR FY 2019-2020
FOR THE PARK MAINTENANCE AND RECREATION
IMPROVEMENT DISTRICT FOR THE PLEASANT
VALLEY RECREATION AND PARK DISTRICT**

SUMMARY

Every fiscal year staff brings a staff report and resolution asking the Board to adopt a resolution to approve the engineer's report, confirm the diagram and assessment and order a levy of assessment for fiscal year 2019-2020 for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District and ordering a levy of assessment of \$41.32.

BACKGROUND

On April 4, 2001, by Resolution No. 356, after receiving a weighted majority of 58.7% of ballots in support of the proposed assessment, the Board of Directors ordered the formation of and levied the first assessment entitled, the Pleasant Valley Recreation and Park District Park Maintenance and Recreation Improvement Assessment District.

The assessments have been levied each year since FY 2001-2002. They have been used to improve and develop local parks and to enhance the maintenance of existing parks. In addition, the assessment revenues were anticipated to also be used to assist with the maintenance of new parks, including Pleasant Valley Fields.

On February 6, 2019, the Board adopted Resolution No. 611, directing the preparation of an Engineer's Report for the District and initiating the procedures for the continuation of the Assessment District for FY 2019-2020.

On May 1, 2019 the Board adopted Resolution No. 624, declaring intention to levy assessments for FY 2019-2020, preliminarily approving the Engineer's Report, and providing for Notice of Hearing for the Public Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District.

ANALYSIS

To continue to levy the assessments, the Board, on February 6, 2019 directed SCI Group, Inc. the assessment engineer, to prepare an Engineer's Report for FY 2019-2020. This Engineer's Report,

which includes the proposed budget and the updated proposed assessment for each parcel in the District, was completed and filed with the District's Legal Counsel on April 24, 2019.

FISCAL IMPACT

The Board has the authority to approve an annual adjustment to the assessment rate by an amount equal to the change in the Los Angeles Consumer Price Index (CPI), not to exceed 3%. The assessment rate for FY 2019-2020 is \$41.32 per single family equivalent benefit unit (\$1.20 increase from last fiscal year rate) which is an assessment rate increase of 3.0%. To achieve the recommended 3.0% increase, SCI staff utilized the CPI indicator as of December 31, 2018.

Pending Board approval, this increase will provide assessment revenue sufficient for park maintenance programs including tree maintenance and amenity repairs, administrative staff, landscape services and the ongoing fund for the Pleasant Valley Fields debt service. The budget for the services and improvements that would be funded by the proposed assessments was developed by staff in cooperation with SCI.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 630 accepting the Engineer's Report and ordering the levy of assessment at \$41.32.

ATTACHMENT

- 1) Resolution No. 630 (4 pages)
- 2) Engineer's Report for FY 2019-2020 (39 pages)

RESOLUTION NO. 630

**A RESOLUTION APPROVING ENGINEER'S REPORT,
CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING
LEVY OF ASSESSMENT FOR FISCAL YEAR 2019-20
FOR THE PARK MAINTENANCE AND RECREATION
IMPROVEMENT DISTRICT FOR THE
PLEASANT VALLEY RECREATION AND PARK DISTRICT**

RESOLVED, by the Board of Directors of the Pleasant Valley Recreation and Park District (the "Board"), State of California, that

WHEREAS, on April 4th, 2001 by its Resolution No. 356 this Board ordered the formation of and levied the first assessment within the Pleasant Valley Recreation and Park District, Park Maintenance and Recreation Improvement District (the "Assessment District") pursuant to Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); and

WHEREAS, the purpose of the Assessment District is for the installation, maintenance and servicing of improvements to the Pleasant Valley Recreation and Park District described in annual Engineer's Report; and

WHEREAS, by its Resolution No. 611, A Resolution Directing Preparation of the Engineer's Report for the Pleasant Valley Recreation and Park District, Park Maintenance and Recreation Improvement District, this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972 and Article XIID of the California Constitution; and

WHEREAS, the report was duly made and filed with the Clerk of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 5, 2019 at the hour of 6:00 p.m. at the City of Camarillo, City Hall Council Chambers, 601 Carmen Dr., Camarillo, California, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of assessments were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to

order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED, that:

1. The public interest, convenience and necessity require that the levy be made.
2. The land within the Assessment District will be specially benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Clerk of the Board, which map is made a part hereof by reference thereto.
3. The assessment is levied without regard to property valuation.
4. The Engineer's Report as a whole and each part thereof, to wit:
 - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
 - (b) the diagram showing the Assessment District, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the Assessment District; and
 - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Assessment District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto;

are finally approved and confirmed.

5. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.
6. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2019-20 is hereby levied. For further

particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.

7. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.
8. Immediately upon the adoption of this resolution, but in no event later than the second Monday in August following such adoption, the Clerk of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Ventura. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Pleasant Valley Recreation and Park District.
9. Upon receipt of the moneys representing assessments collected by the County, the General Manager shall deposit the moneys in the Assessment District Treasury to the credit of the improvement fund previously established under the distinctive designation of the Assessment District. Moneys in the improvement fund shall be expended only for the maintenance, servicing, construction or installation of the improvements.
10. The assessments levied are in conformance with Proposition 218.

PASSED AND ADOPTED this 5th day of June, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ROBERT KELLEY, CHAIRMAN
PLEASANT VALLEY RECREATION AND PARK DISTRICT

ATTESTED:

NEAL DIXON, SECRETARY
PLEASANT VALLEY RECREATION AND PARK DISTRICT



PLEASANT VALLEY RECREATION AND PARK DISTRICT
PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT

FINAL ENGINEER'S REPORT

FISCAL YEAR 2019-20

MAY 2019

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972
AND ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

ENGINEER OF WORK:
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INTRODUCTION

OVERVIEW

The Pleasant Valley Recreation and Park District (the "Park District") currently provides park facilities and recreational programs for its service area of 26,400 parcels. The Park District currently owns, operates and maintains 28 neighborhood, community, and regional parks which are distributed throughout the Park District. (For locations of the Park District's facilities, see the Diagram following in this Report.)

The Park District's facilities are summarized as follows:

DISTRICT PARKS

- ❖ **ADOLFO PARK**, (3.0 acres), 3601 N. Adolfo.
- ❖ **ARNEILL RANCH PARK**, (5.0 acres), 1301 Sweetwater.
- ❖ **BIRCHVIEW PARK**, (0.7 acres), 5564 Laurel Ridge Lane, Birchview/Laurel Ridge.
- ❖ **CALLEGUAS CREEK PARK**, (3.0 acres), 675 Avenida Valencia.
- ❖ **CAMARILLO OAK GROVE PARK**, (24.55 acres), 6968 Camarillo Springs Road.
- ❖ **CARMENITA PARK**, (1.0 acres), 1506 Sevilla.
- ❖ **CHARTER OAK PARK**, (5.7 acres), 2500 Charter Oak Drive.
- ❖ **COMMUNITY CENTER PARK**, (12.9 acres), 1605 E. Burnley Street, Carmen/Burnley.
- ❖ **DOS CAMINOS PARK**, (4.4 acres), 2198 N. Ponderosa Road, Las Posas/Ponderosa.
- ❖ **ENCANTO PARK**, (3.0 acres), 5300 Encanto.
- ❖ **FOOTHILL PARK**, (2.3 acres), 1501 Cranbrook Street.
- ❖ **FREEDOM PARK**, (33.9 acres), 275 E. Pleasant Valley Road, Skyway/Eubanks.
- ❖ **HERITAGE PARK**, (9.0 acres), 1630 Heritage Trail, Joshua Trail/Heritage Trail.
- ❖ **LAS POSAS EQUESTRIAN PARK**, (2.0 acres), 2084 Via Veneto, El Tuaca/Via Veneto.
- ❖ **LAURELWOOD PARK**, (1.5 acres), 2127 Dexter, Mobil/Dexter.
- ❖ **LOKKER PARK**, (7.0 acres), 848 Vista Coto Verde, Calle Higuera/Avenida Sultura.
- ❖ **MEL VINCENT PARK**, (5.0 ACRES), 668 CALISTOGA ROAD.
- ❖ **MISSION OAKS PARK**, (20.2 acres), 5501 Mission Oaks Boulevard, Mission Oaks/Oak Canyon.
- ❖ **NANCY BUSH PARK**, (3.4 acres), 1150 Bradford.

- ❖ **PITTS RANCH PARK**, (10.0 acres), 1400 Flynn Road.
- ❖ **BOB KILDEE COMMUNITY PARK**, (13.0 acres), 1030 Temple Avenue, Ponderosa/Temple.
- ❖ **QUITO PARK**, (5.0 acres), 7073 Quito Court, Calle Dia/Quito.
- ❖ **SPRINGVILLE PARK**, (5.0 acres), 801 Via Zamora.
- ❖ **TRAILSIDE PARK**, (0.5 acres), 5462 Cherry Ridge Drive, Willow View/Maple View.
- ❖ **VALLE LINDO PARK**, (10.0 acres), 889 Aileen Street, Valle Lindo/Aileen.
- ❖ **PLEASANT VALLEY FIELDS**, (55.0 acres), 3777 Village at the Park Drive.
- ❖ **WOODCREEK PARK**, (5.0 acres), 1200 Woodcreek Road, Lynwood/Woodcreek.
- ❖ **WOODSIDE PARK**, (5.0 acres), 247 Japonica Avenue, Ridgeview/Japonica.

ASSESSMENT PROCESS

In 2001, due to the combination of limited revenues, a growing community and expanding park acreage, the Park District projected that it would not be able to adequately maintain its current and future parks and recreation facilities. Therefore, the Board proposed the establishment of an assessment district to provide adequate revenues for park maintenance services as well as for expanding and improving park facilities to meet the growing demand placed on the parks.

In February and March 2001 the Board conducted an assessment ballot proceeding pursuant to the requirements of Article XIII D of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscaping and Lighting Act of 1972. During this ballot proceeding, property owners in the District were provided with a notice and ballot for the proposed parks assessment ("the Parks Maintenance and Recreation Improvement District" or the "Improvement District"). A 45-day period was provided for balloting and a public hearing was conducted on March 21st, 2001. At the public hearing, all ballots returned within the 45-day balloting period were tabulated. It was determined at the public hearing that the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted). The final balloting result was 58.7% weighted support in favor of the benefit assessments for the Pleasant Valley Recreation and Park District's Park Maintenance and Recreation Improvement District.

As a result, the Board gained the authority to approve the levy of the assessments for the fiscal year 2001-02 and to continue to levy them in future years. The authority granted by the ballot proceeding includes an annual adjustment in the assessment levies equal to the annual change in the Consumer Price Index for the Los Angeles Area, not to exceed 3%.

ENGINEER'S REPORT AND CONTINUATION OF ASSESSMENTS

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report, budgets and proposed assessments for the upcoming fiscal year. After the Engineer's Report is completed, the Board may preliminarily approve the Engineer's Report and proposed assessments and establish the date for a public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board adopted on February 6, 2019.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements and services ("Improvements") that would be funded by the proposed 2019-20 assessments, determine the benefits received by property from the improvements and services within the Park District and the method of assessment apportionment to lots and parcels within the Park District. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the *California Streets and Highways Code* (the "Act") and Article XIID of the California Constitution (the "Article").

The Board preliminarily approved this Engineer's Report and the continuation of the assessments by resolution. A notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution preliminarily approving the Engineer's Report and establishing the date for a public hearing is used for this notice.

Following the minimum 10-day time period after publishing the notice, a public hearing is held for the purpose of allowing public testimony about the proposed continuation of the assessments. This hearing is currently scheduled for June 5, 2019. At this hearing, the Board would consider approval of a resolution confirming the continuation of the assessments for fiscal year 2019-20. If the assessments are so confirmed and approved, the levies would be submitted to the County Auditor/Controller by August 2019 for inclusion on the property tax roll for fiscal year 2019-20.

LEGISLATIVE ANALYSIS

PROPOSITION 218

This assessment is formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now codified as Articles XIII C and XIID of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including property-owner balloting, for the imposition, increase and extension of assessments, and these requirements are satisfied by the process used to establish this assessment.

SILICON VALLEY TAXPAYERS ASSOCIATION, INC. V SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant legal document in further legally clarifying Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
- The services and/or improvements funded by assessments must be clearly specified and identified
- Special benefits are directly received by and provide a direct advantage to property in the assessment district
- The assessments must be proportional to the special benefits conferred

This Engineer's Report is consistent with the SVTA vs. SCCOSA decision and with the requirements of Article 13C and 13D of the California Constitution because the improvements to be funded are clearly defined; the benefiting properties in the Improvement District enjoys close and unique proximity, access and views to the Improvements; the Improvements serve as an extension of usable land area for benefiting properties in the Improvement District and such special benefits provide a direct advantage to property in the Improvement District that is not enjoyed by the public at large or other property; and the assessments are proportional to the special benefits conferred.

DAHMS V. DOWNTOWN POMONA PROPERTY

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

BONANDER V. TOWN OF TIBURON

On December 31, 2009, the 1st District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

BEUTZ V. COUNTY OF RIVERSIDE

On May 26, 2010 the 4th District Court of Appeal issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park

maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified and separated from the special benefits.

GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIIC and XIID of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the improvements are directly available to and will directly benefit property in the Improvement District; and the improvements provide a direct advantage to property in the Improvement District that would not be received in absence of the assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the improvements will directly benefit property in the Improvement District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. The Engineer's Report is consistent with *Bonander* because the assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

PLANS & SPECIFICATIONS

The Pleasant Valley Recreation and Park District maintains park facilities in locations throughout its boundaries.

The work and improvements (the "Improvements") proposed to be undertaken by the Pleasant Valley Recreation and Park District's Park Maintenance and Recreation Improvement District (the "Improvement District") and the cost thereof paid from the levy of the annual assessment provide special benefit to Assessor Parcels within the Improvement District as defined in the Method of Assessment herein. In addition to the definitions provided by the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, playground equipment, hard court surfaces, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, park grounds and facilities, drainage systems, lighting, fencing, entry monuments, basketball courts, tennis courts, gymnasiums, senior centers, running tracks, swimming pools, landscape corridors, trails, other recreational facilities, security patrols to protect the Improvements, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Pleasant Valley Recreation and Park District. Any plans and specifications for these improvements have been filed with the General Manager of the Pleasant Valley Recreation and Park District and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation (such as grading, leveling, cutting and filling) sod, landscaping, irrigation systems, sidewalks and drainage, lights, playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of any improvement, including repair, removal or replacement of all or any part of any improvement; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste, and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current, or energy, gas or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements; or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the Improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment. (Streets & Highways Code §22526).

The assessment proceeds will be exclusively used for Improvements within the Improvement District plus Incidental expenses. Reference is made to the Summary of District's Improvement Plans section in the following section of this Report and the more detailed budgets and improvement plans of the Park District, which are on file with the Pleasant Valley Recreation and Park District.

FISCAL YEAR 2019-20 ESTIMATE OF COST AND BUDGET

INTRODUCTION

Following are the proposed Improvements, and resulting level of improved parks and recreation facilities, for the Improvement District. As previously noted, the baseline level of service included a declining level of parks and recreation facilities due to shortages of funds for the Park District. Improvements funded by the assessments are over and above the previously declining baseline level of service. The formula below describes the relationship between the final level of improvements, the existing baseline level of service, and the enhanced level of improvements to be funded by the proposed assessment.

$$\text{Final Level of Improvements} = \text{Baseline Level of Improvements} + \text{Enhanced Level of Improvements}$$

SUMMARY OF DISTRICT'S IMPROVEMENT PLANS

Projects have been chosen throughout the Park District in order to ensure that all properties in the narrowly drawn Park District boundaries will receive improved access to better maintained and improved parks in their area. A detailed project improvement plan has been developed and is available for review at the Park District offices.

TABLE 1 - ESTIMATE OF COST, FY 2019-20

	Total Budget	
Installation, Maintenance & Servicing Costs		
Capital Improvements	\$857,434	
Equipment and Facility Replacement	\$64,000	
Services and Supplies	\$2,168,167	
Maintenance and Operations of Improvements ¹	\$2,099,918	
Subtotal - Installation, Maintenance and Servicing	\$5,189,519	
Administrative Costs:		
Assessment Administration and County Charges	\$21,966	
Allowance for Uncollectible Assessments	\$14,380	
Subtotals - Incidentals	\$36,346	
Total for Installation, Maintenance, Servicing and Administration	\$5,225,865	
Total Benefit of Improvements	\$5,225,865	
Single Family Equivalent Units (SFE)	27,842	
Benefit Received per SFE Unit	\$187.70	
Less:		
District Contribution for General Benefits ²	(\$1,306,466.25)	
District Contribution for Special Benefits	(\$2,775,856.75)	
Beginning Fund Balance (July 1, 19)	(\$669,959)	
Contribution to Reserve Fund/Improvement Fund/Contingency ³	\$676,851	
	(\$4,075,431)	
Net Cost of Installation, Maintenance and Servicing (Net Amount to be Assessed)	\$1,150,434	
Budget Allocation to Property		
Total Assessment Budget*	\$1,150,434	
	Unadjusted	Adjusted
	SFE	SFE
Single Family Equivalent Benefit Units - Zone A	26,809.81	26,809.81
Single Family Equivalent Benefit Units - Zone B	495.24	123.81
Single Family Equivalent Benefit Units - Zone C	1,816.89	908.45
Adjusted SFE Units		27,842.07
Assessment per Single Family Equivalent Unit		\$41.32

* All assessments are rounded to lower even penny. Therefore, the budget amount may slightly differ from the assessment rate

Notes to Estimate of Cost:

1. The item, Maintenance and Operation of Improvements provides funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Improvements include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed.
2. As determined in the following section, at least 25% of the cost of Improvements must be funded from sources other than the assessments to cover any general benefits from the Improvements. Therefore, out of the total cost of Improvements of \$5,225,865, the District must contribute at least \$1,306,466 from sources other than the assessments. The District will contribute much more than this amount, which more than covers any general benefits from the Improvements.
3. This amount is the projected ending fund balance as of June 30, 2020. The Fund Balance shown includes operating reserves and the Capital Improvement Reserve Fund.
4. The Act stipulates that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the Improvement District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Report. Any balance remaining at the end of the fiscal year, July 1, must be carried over to the next fiscal year. The funds shown under contribution to Reserve Fund / Improvement Fund / Contingency are primarily being accumulated for future capital improvement and capital renovation needs.

METHOD OF APPORTIONMENT

METHOD OF APPORTIONMENT

This section of the Engineer's Report explains the special and general benefits to be derived from the Improvements to park facilities and District maintained property throughout the Park District, and the methodology used to apportion the total assessment to properties within the Improvement District.

The Improvement District consists of all Assessor Parcels within the boundaries of the Pleasant Valley Recreation and Park District. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above the general benefits conferred to real property in the Improvement District or to the public at large. Special benefit is calculated for each parcel in the Improvement District using the following process:

1. Identification of all benefit factors derived from the Improvements
2. Identification of the direct advantages (special benefits) received by property in the Improvement District
3. Calculation of the proportion of these benefits that are general
4. Determination of the relative special benefit within different areas within the Improvement District
5. Determination of the relative special benefit per property type
6. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit must be funded from another source. This special benefit is received by property over and above any general benefits from the Improvements. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

"The determination of whether or not a lot or parcel will benefit from the improvements shall be made pursuant to the Improvement Act of 1911 (Division 7 (commencing with Section 5000)) [of the Streets and Highways Code, State of California]."

Proposition 218, as codified in Article XIID of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel, in contrast to a general benefit which provides indirect or derivative advantages. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit. (Art. XIID, sections 2(i) & 4(f).) The SVTA v. SCCOSA decision further clarifies that special benefits must provide a direct advantage to benefiting property and that examples of a special benefit include proximity to a park, expanded or improved access to open space or views of open space.

BENEFIT FACTORS

The special benefits from the Improvements are listed below:

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part because it is cost prohibitive to provide large open land areas on property in the Improvement District, the residential, commercial and other benefiting properties in the Improvement District do not have large outdoor areas and green spaces. The parks in the Improvement District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPR A"), neighborhood parks in urban areas have a service

area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within this service radii close proximity and easy access to such public land areas. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the Improvements - and this advantage is not received by other properties or the public at large.

Moreover, almost every neighborhood park in the Improvement District does not provide a restroom or parking lot. Such public amenities were specifically excluded from neighborhood parks because neighborhood parks are designed to be an extension of usable land area specifically for properties in close proximity, and not the public at large or other non-proximate property. The occupants of proximate property do not need to drive to their local park and do not need restroom facilities because they can easily reach their local neighborhood park and can use their own restroom facilities as needed. This is further tangible evidence of the effective extension of land area provided by the Improvements to proximate parcels in the Improvement District and the unique direct advantage the parcels within the Improvement District receive from the Improvements.

An analysis of the service radii for the Improvements finds that all properties in the Improvement District enjoy the distinct and direct advantage of being close and proximate to parks within the Improvement District. As noted in the following section, several Zones of Benefit have been specifically drawn within the Improvement District to further recognize the unique levels of proximity and special benefits to properties in the Improvement District. The benefiting properties in the Improvement District therefore uniquely and specially benefit from the Improvements and several unique areas of special benefits have been narrowly drawn.

PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES

Only the specific properties within close proximity to the Improvements are included in the Improvement District. Therefore, property in the Improvement District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Improvement District do not share.

In absence of the assessments, the Improvements would not be provided and the parks and recreation areas in the Improvement District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Improvement District, they provide a direct advantage and special benefit to property in the Improvement District.

ACCESS TO IMPROVED PARKS, OPEN SPACE AND RECREATIONAL AREAS

Since the parcels in the Improvement District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved parks, open space and recreation areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Improvement District.

IMPROVED VIEWS

The Park District, by maintaining the landscaping at its park, recreation and open space facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when the Improvements are accessed or passed. Therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Improvement District.

BENEFIT FINDING

In summary, real property located within the boundaries of the Improvement District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, open space, landscaped corridors, greenbelts, trail systems and other public resources funded by the Assessments. The Improvements are specifically designed to serve local properties in the Improvement District, not other properties or the public at large. The public at large and other properties outside the Improvement District receive only limited benefits from the Improvements because they do not have proximity, good access or views of the Improvements. These are special benefits to property in the Improvement District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

GENERAL VERSUS SPECIAL BENEFIT

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section.

In other words:

Total Benefit	=	General Benefit	+	Special Benefit
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There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not “particular

and distinct" and are not "over and above" benefits received by other properties. SVTA vs. SCCOSA provides some clarification by indicating that general benefits provide "an indirect, derivative advantage" and are not necessarily proximate to the improvements.

In this report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements "over and above" this general, baseline level and the general benefits estimated in this section are over and above the baseline.

A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to real property outside of improvement district	+	Benefit to real property inside of improvement district	+	Benefit to public at large
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Special benefit, on the other hand, is defined in the state constitution as "a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large." The SVTA v. SCCOSA decision indicates that a special benefit is conferred to a property if it "receives a direct advantage from the improvement (e.g., proximity to a park)." In this assessment, as noted, properties in the Improvement District have close and unique proximity, views and access to the Improvements and uniquely improved desirability from the Improvements. Other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the Improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special, and is only minimally received by property outside the Improvement District or the public at large.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer's Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer's Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments. However, in this Report, the general benefit is more conservatively estimated and described, and then budgeted so that it is funded by sources other than the Assessment.

CALCULATING GENERAL BENEFIT

In this section, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT

Properties within the Improvement District receive almost all of the special benefits from the Improvements because properties in the Improvement District enjoy unique close proximity and access to the Improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the Improvements, but outside of the boundaries of the Improvement District, may receive some benefit from the Improvements. Since this benefit is conferred to properties outside the Improvement District boundaries, it contributes to the overall general benefit calculation and will not be funded by the Assessments.

The properties outside the Improvement District and within the proximity radii for neighborhood parks in the Improvement District receive benefits from the Improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are geographically on only one side of the Improvements and are over twice the average distance from the Improvements compared to properties in the Assessment District. The general benefit to property outside of the Improvement District is calculated as follows with the parcel and data analysis performed by SCI Consulting Group.

Assumptions:

3,616 parcels outside the district but within either 0.5 miles of a neighborhood park or 2.0 miles of a community park within the Improvement District.

25,370 parcels in the Improvement District.

50% relative benefit compared to property within the Improvement District.

Calculation of General Benefit to Property Outside the Improvement District

$$(3,616 / (25,370 + 3,615)) * 0.5 = 6.2\%$$

Although it can reasonably be argued that Improvements inside, but near the Park District boundaries are offset by similar park and recreational improvements provided outside, but near the Park District's boundaries, we use the more conservative approach of finding that 6.2% of the Improvements may be of general benefit to property outside the Improvement District.

BENEFIT TO PROPERTY *INSIDE* THE DISTRICT THAT IS *INDIRECT AND DERIVATIVE*

The “indirect and derivative” benefit to property within the Improvement District is particularly difficult to calculate. A solid argument can be presented that all benefit within the Improvement District is special, because the Improvements are clearly “over and above” and “particular and distinct” when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the Improvement District.

Nevertheless, the SVTA vs. SCCOSA decision indicates there may be general benefit “conferred on real property located in the district”. A measure of the general benefits to property within the Assessment area is the percentage of land area within the Improvement District that is publicly owned and used for regional purposes such as major roads, rail lines and other regional facilities because such properties used for regional purposes could provide indirect benefits to the public at large. Approximately 2.0% of the land area in the Improvement District is used for such regional purposes, so this is a measure of the general benefits to property within the Improvement District.

BENEFIT TO THE PUBLIC AT LARGE

The general benefit to the public at large can be estimated by the proportionate amount of time that the Park District’s parks and recreational facilities are used and enjoyed by individuals who are not residents, employees, customers or property owners in the Park District¹. A survey of park and recreation facility usage conducted by SCI Consulting Group found that less than 5% of the Park District’s facility usage is by those who do not live or work within District boundaries.² When people outside the Improvement District use parks, they diminish the availability of parks for people within the Improvement District. Therefore, another 5% of general benefits are allocated for people within the Improvement District. Combining these two measures of general benefits, we find that 10% of the benefits from the Improvements are general benefits to the public at large.

TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, we find that approximately 18.2% of the benefits conferred by the Improvements may be general in nature and should be funded by sources other than the assessment.

¹ . When District facilities are used by those individuals, the facilities are not providing benefit to property within the Park District. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the Park District facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses Park District facilities but does not reside, work, shop or own property within the Park District boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.

² . A total of 200 park users were surveyed on different days and times during the months of November and December 2000. Nine respondents (4.5%) indicated that they did not reside or work within the Park District.

General Benefit Calculation

6.2% (Outside the Assessment District)
+ 2.0% (Inside the district – indirect and derivative)
+ 10.0% (Public at Large)
= 18.2% (Total General Benefit)

Although this analysis finds that 18.2% of the assessment may provide general benefits, the Assessment Engineer establishes a requirement for a minimum contribution from sources other than the assessments of 25%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits.

The Park District's total budget for maintenance and improvement of its parks and recreational facilities is \$5,225,865. Of this total budget amount, the Park District will contribute \$4,082,323 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 78% of the total budget for maintenance and improvements and constitutes far more than the amount attributable to the general benefits from the Improvements.

ZONES OF BENEFIT

The Pleasant Valley Recreation and Park District's parks and recreation facilities are generally concentrated in the areas encompassing the City of Camarillo. The outlying, generally more rural areas of the Park District have limited park and recreation facilities and properties in these areas (collectively "area") are generally less proximate to the Improvements. Therefore, this area receives relatively lesser special benefits from the assessments than properties located within the City of Camarillo. This area of lesser benefit is defined to include all parcels within District boundaries that are located outside of the City limits, excluding the upper northwest section of the unincorporated areas of the Park District, generally known as the Heights and Spanish Hills³. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this Report. All parcels within the City of Camarillo or within the unincorporated areas described as the Heights or Spanish Hills are classified into Zone of Benefit A or Zone A.

Relative proximity and access to the Park District's facilities is a measure of the level of special benefit conferred by the assessments. Parcels in Zone B are approximately four times farther removed from the Park District's facilities as those within Zone A; therefore

³ . The area of Heights and Spanish Hills is generally located in the northwest unincorporated section of the Park District. The Las Posas Equestrian Park and Springville Park is located within this area. In addition, this area has similar proximity to the Park District's parks and facilities as do other parcels within the City of Camarillo.

these properties are determined to receive 1/4 (25%) the level of benefit as those within Zone A.

Leisure Village and The Springs are two retirement communities generally located on the eastern side of the City of Camarillo. Both communities provide their own recreational facilities and programs to their residents, and the Park District does not own or maintain facilities within the two communities. Consequently, the recreational facilities and services offered by Leisure Village and The Springs offset some of the benefits provided by the Park District's facilities, so these properties receive lower levels of special benefit. Although the residents and employees of Leisure Village and The Springs use facilities within each community, they also can and do utilize the Park District's facilities and programs, such as the Senior Center, Community Center, and Pleasant Valley pool.

A survey of property owners conducted by Godbe Research and Analysis in August 2000, found that property owners in these communities utilized Park District facilities generally approximately at one-half the frequency of property owners outside these communities. Using relative frequency of use as a measure of benefit, the Engineer has determined that a benefit of 1/2 the level of benefit as those within Zone A is appropriate. Therefore, properties in Leisure Village and The Springs are classified into Zone of Benefit C or Zone C and are determined to receive a benefit of 1/2 (50%) the level of benefit as those within Zone A.

The summary of parcels and assessments by Zone of Benefit is listed in the following table.

TABLE 2 - SUMMARY OF PARCELS AND ASSESSMENTS BY ZONE OF BENEFIT

	<i>Zone of Benefit</i>			<i>Total</i>
	<i>A</i>	<i>B</i>	<i>C</i>	
Total Parcels	23,289	774	2,398	26,461
SFE Units (Unadjusted for Benefit Weighting)	26,809.81	495.24	1,816.89	29,121.94
Benefit Adjustment Factor	100%	25%	50%	
Assessment Rate per SFE	\$41.32	\$10.33	\$20.66	
Total Assessment	\$1,107,781.35	\$5,115.83	\$37,536.95	\$1,150,434.13

The Zones of Benefit are shown on the Assessment Diagram and are listed for each parcel on the Assessment Roll.

Assessed properties within the Improvement District are within the industry-accepted proximity/service area for parks and recreation facilities. As noted, these proximity radii were specifically established to only encompass properties with good proximity and access to local parks and in effect make local parks within the proximity radii an extension of

usable land area for the properties in the area. Since all parcels in the Improvement District have good access and proximity to the Improvements and the benefits to relatively closer proximity are offset by other factors, additional proximity is not considered to be a factor in determining benefit within each Zone of Benefit. In other words, the boundaries of the Improvement District and the Zones of Benefit have been narrowly drawn to include only properties that have good proximity and access and will specially benefit from the Improvements.

The SVTA vs. SCCOSA, 44 Cal.4th 431, 456, decision indicates:

In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not “particular and distinct” and are not “over and above” the benefits received by other properties “located in the district.”

We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district’s property values).

In the Improvement District, the advantage that each parcel receives from the Improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment. Therefore, the even spread of assessment throughout each narrowly drawn Zone of Benefit is indeed consistent with the SVTA vs. SCCOSA decision and satisfies the “direct relationship to the ‘locality of the improvement.’” standard.

METHOD OF ASSESSMENT AND PROPORTIONALITY

As previously discussed, the assessments provide specific Improvements that confer direct and tangible special benefits to properties in the Improvement District. These benefits can partially be measured by the occupants on property in the Improvement District because such parcel population density is a measure of the relative benefit a parcel receives from the Improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.

It should be noted that many other types of “traditional” assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population

density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property.⁴

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial and other properties also receive direct benefits from the Improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So the potential population of employees or residents is a measure of the special benefits received by the property.) Larger parcels, therefore, receive an increased benefit from the assessments.

Finally, the special benefits derived from the assessments are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such

⁴ For example, in *Federal Construction Co. v. Ensign* (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."

as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the Park District's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

In conclusion, the Assessment Engineer determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential, its location and its proximity to parks and recreational facilities. Furthermore, the proportional special benefit derived by each identified parcel is apportioned based upon the following:

1. The entirety of the capital cost of the Improvements;
2. The maintenance and operation expenses of the Improvements;
3. And the cost of the property-related service being provided.

This method is further described below.

Pursuant to the Landscape and Lighting Act of 1972 and Article XIID of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the Improvements shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the Improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

Each parcel's benefit is determined by the difference between the general and special benefits being conferred on the properties by the Improvements; and the proportion of the special benefit conferred on the various land uses within the Assessment District. This method is further depicted below.

EQUATION 1 – SPECIAL BENEFIT APPORTIONMENT FACTORS

<p>Special Benefit $\approx \sum$ (Special Benefit apportionment factors including use property type, size, location, and proximity to Improvements)</p>

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a "benchmark" property, a single family detached dwelling on one parcel (one "Single Family Equivalent Unit" or "SFE"). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefits and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. In this Engineer's Report, all properties are assigned an SFE value, which is each property's

relative special benefit in relation to a single family home on one parcel (the benchmark parcel). The formula for this special benefit assignment is as follows.

EQUATION 2 – RELATIVE SPECIAL BENEFIT (SFE)

$$\text{Relative Special Benefit} \approx \frac{\text{Special Benefit for a Specific Parcel}}{\text{Special Benefit for the Benchmark Parcel}}$$

Finally, to apportion the cost of Improvements to each parcel the total cost of the Improvements funded by the Assessments is divided by the total SFE benefit units assigned to all parcels. The resulting rate per SFE unit is then multiplied by the SFE units assigned to a parcel to determine the proportional assessment for each parcel.

EQUATION 3 – ASSESSMENT APPORTIONMENT

$$\text{Assessment for Parcel} = \frac{\text{Entire Cost of Improvements}}{\text{Total SFE Benefit Units}} * (\text{SFE Benefit Units for Parcel})$$

METHOD OF APPORTIONMENT

RESIDENTIAL PROPERTIES

Certain residential properties in the Improvement District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the improvements in proportion to the number of dwelling units that occupy each property and the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home. The population density factors for the Pleasant Valley Recreation and Park District, as depicted below, provide the basis for determining the SFE factors for residential properties. Using the total population in a certain property type in the area of the Park District from the 1990 Census and dividing it by the total number of such households, finds that approximately 3.32 persons occupy each single family residence, whereas an average of 2.16 persons occupy each multi-family residence. Using the ratio of one SFE for each single-family residence, which equates to one SFE for every 3.32 persons, 0.65 SFE would equate to one multi-family unit or 0.65 SFE for every 2.16 residents. Likewise, each condominium unit receives 0.71 SFE and each mobile home receives 0.51 SFE.

TABLE 3 - RESIDENTIAL DENSITY AND ASSESSMENT FACTORS

	<i>Total Population</i>	<i>Occupied Households</i>	<i>Persons per Household</i>	<i>SFE Factor</i>
Single Family Residential	34,333	10,343	3.32	1.00
Condominium	9,464	4,030	2.35	0.71
Multi-Family Residential	5,633	2,602	2.16	0.65
Mobile Home on Separate Lot	1,712	1,014	1.69	0.51

Source: 1990 Census, city of Camarillo (the most recent data available when the Improvement District was established).

The single family equivalency factor of 0.65 per dwelling unit for multifamily residential properties applies to such properties with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore the benefit for properties in excess of 20 units is determined to be 0.65 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial properties.

In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

In comparison, the average number of people residing in a single family home in the area is 3.32. Since the average lot size for a single family home in the Park District is approximately 0.27 acres, the average number of residents per acre of residential property is 12.30.

The employee density per acre is generally 2 times the population density of single family residential property per acre (24 employees per acre / 12.3 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 2 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 2 employees is the basis for

allocating commercial/industrial benefit. Table 4 shows the average employees per acre of land area or portion thereof for commercial and industrial properties and lists the relative SFE factors per quarter acre for properties in each land use category.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per quarter acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres.

Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

TABLE 4 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS

<i>Type of Commercial/Industrial Land Use</i>	<i>Average Employees Per Acre ¹</i>	<i>SFE Units per 1/4 Acre ²</i>
Commercial	24	1.00
Office	68	2.83
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.04

1. Source: San Diego Association of Governments Traffic Generators Study.
2. The SFE factors for commercial and industrial parcels are applied by the quarter acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties; however, at a lower rate due to the lack of improvements on the property. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the Fiscal Year 2000-01 assessed valuation data from the County of Ventura, found that 35% of the assessed value of improved properties is classified as the land value. It is reasonable to assume, therefore, that approximately 35% of the benefits are related to the underlying land and 65% are related to the improvements and the day to day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.35 per parcel.

As properties are approved for development, their value increases. Likewise, the special benefits received by vacant property increases as the property is approved for development, or becomes closer to being improved. When property is approved for development with a final map, the property has passed the final significant hurdle to development and can shortly undergo construction. Since the property is nearing the point

of development, its special benefits increase. In addition, these properties are generally sold soon after completion of improvements, so the properties receive the additional benefit of desirability from prospective buyers due to the special benefits provided by proximity to improved parks and recreational facilities of the Park District. It is therefore determined that property with final map approval receives 50% of the relative benefit to improved property of similar use-type.

OTHER PROPERTIES

Article XIID provides that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the assessment.

All properties that are specially benefited are assessed. Other publicly owned property that is used for business purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Improvements and are assessed an SFE benefit factor of 0.

DURATION OF ASSESSMENT

As noted previously, the Board gained the authority to approve the levy of the assessments for the fiscal year 2001-02 and to continue to levy them in future years. It is proposed that the Assessment be levied for fiscal year 2019-20 and continued every year thereafter, so long as the parks and recreational areas need to be improved and maintained. Pleasant Valley Recreation and Park District requires funding from the Assessments for its Improvements in the Improvement District. The Assessment can continue to be levied annually after the Pleasant Valley Recreation and Park District Board of Directors approves an annually updated Engineer's Report, budget for the Assessment, Improvements to be provided, and other specifics of the Assessment. In addition, the District Board of Directors must hold an annual public hearing to continue the Assessment.

APPEALS AND INTERPRETATION

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the General Manager or her or his designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the General Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the General Manager or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been

filed with the County for collection, the General Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the General Manager or her or his designee, shall be referred to the Board of the Pleasant Valley Recreation and Park District and the decision of the Board of the Pleasant Valley Recreation and Park District shall be final.

ASSESSMENT

WHEREAS, on February 6, 2019 the Pleasant Valley Recreation and Park District Board of Directors adopted its Resolution Designating Engineer of Work, and Directing Preparation of the Engineer's Report for the Pleasant Valley Recreation and Park District, County of Ventura, California;

WHEREAS, said Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Improvement District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Improvement District, to which Resolution and the description of the Improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of said Pleasant Valley Recreation and Park District, hereby make the following assessment to cover the portion of the estimated cost of the improvements, and the costs and expenses incidental thereto to be paid by the Improvement District.

The amount to be paid for the Improvements and the expense incidental thereto, to be paid by the Improvement District for the fiscal year 2019-20 is generally as follows:

TABLE 5 - SUMMARY COST ESTIMATE

	<i>F. Y. 2019-20</i> <u>Budget</u>
Parks Maintenance	\$4,332,085
Parks Improvements	\$857,434
Contingency and Reserve	\$676,851
Incidental Expenses	\$36,346
TOTAL BUDGET	<u>\$5,902,716</u>
Less:	
Beginning Fund Balance (July 1, 19)	(\$669,959)
Park District Contribution	<u>(\$4,082,323)</u>
NET AMOUNT TO ASSESSMENTS	<u>\$1,150,434</u>

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of the Improvement District. The distinctive number of each parcel or lot of land in the said Improvement District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within said Improvement District, in accordance with the special benefits to be

received by each parcel or lot, from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the Los Angeles Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

The change in the CPI from December 2017 to December 2018 was 3.24%. Therefore, the maximum authorized assessment rate for fiscal year 2019-20 is increased by 3.00% which equates to \$41.32 per single family equivalent benefit unit. The estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2019-20 at the rate of \$41.32. The assessment ballot proceeding conducted in 2001 authorized an annual adjustment in the assessment levies equal to the annual change in the CPI, not to exceed 3%. The maximum authorized assessment rate for fiscal year 2019-20 is within the limits of the authorized CPI increase.

The assessment is made upon the parcels or lots of land within the Improvement District in proportion to the special benefits to be received by the parcels or lots of land, from said improvements.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Ventura for the fiscal year 2019-20. For a more particular description of the property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2019-20 for each parcel or lot of land within the Improvement District.

Dated: April 17, 2019

Engineer of Work



A handwritten signature in black ink, appearing to read "John W. Bliss".

By _____
John Bliss, License No. C52091

ASSESSMENT DIAGRAM

The Improvement District includes all properties within the boundaries of the Pleasant Valley Recreation and Park District. The boundaries of the Improvement District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Improvement District are those lines and dimensions as shown on the maps of the Assessor of the County of Ventura, for fiscal year 2019-20, and are incorporated herein by reference, and made a part of this Diagram and this Report.

(This page intentionally left blank.)

FILED IN THE OFFICE OF THE GENERAL MANAGER OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT, COUNTY OF VENTURA, CALIFORNIA, THIS ____ DAY OF ____ 2019.

GENERAL MANAGER _____

RECORDED IN THE OFFICE OF THE GENERAL MANAGER OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT, COUNTY OF VENTURA, CALIFORNIA, THIS 2019. ____ DAY OF ____

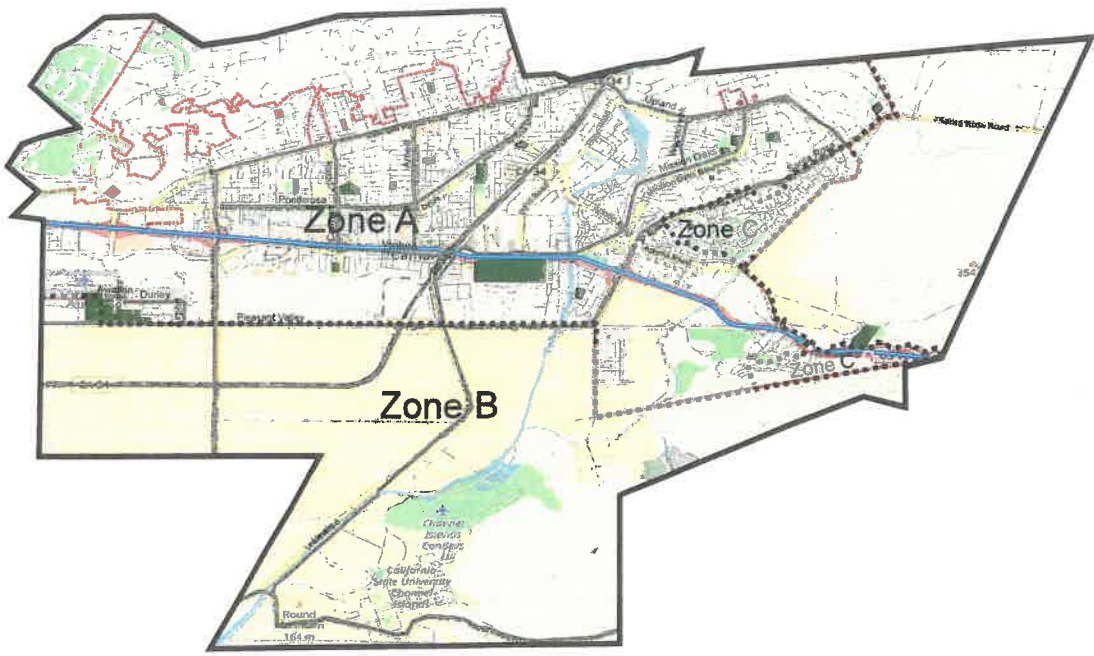
GENERAL MANAGER _____

AN ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM ON THE ____ DAY OF ____ 2019 FOR FISCAL YEAR 2018-20 AND SAID ASSESSMENT DIAGRAM AND THE ASSESSMENT ROLL FOR SAID FISCAL YEAR WERE FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF VENTURA ON THE ____ DAY OF ____ 2018. REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

GENERAL MANAGER _____

FILED THIS ____ DAY OF ____ 2019, AT THE HOUR OF ____ O'CLOCK ____ M. IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF VENTURA, STATE OF CALIFORNIA, AT THE REQUEST OF THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT.

COUNTY AUDITOR, COUNTY OF VENTURA



Legend

- Interstate
- Major Road
- Local Road
- Parks
- District Boundary Line
- City boundaries
- Zone of Benefit Boundary

SC1 Consulting Group
4745 Margels Blvd
Fairfield, Ca 94534
707-430-4300

Note:
REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF VENTURA FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

**Pleasant Valley Recreation and Park District
Park Maintenance and Recreation Improvement District
Assessment Diagram**

APPENDIX A - 2019-20 ASSESSMENT ROLL

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: June 5, 2019

**SUBJECT: CONSIDERATION AND APPROVAL OF PRELIMINARY
FISCAL YEAR 2019-2020 BUDGETS FOR THE
GENERAL FUND, THE ASSESSMENT DISTRICT AND
QUIMBY EXPENSES**

SUMMARY

Every year staff brings a report and budget before the Board of Directors requesting the Board to approve the next fiscal year's budget. Staff is asking the Board to approve FY 2019-2020 General Fund, Assessment District and Quimby budgets for the Pleasant Valley Recreation and Park District.

BACKGROUND

On April 25th, May 2nd, and May 16th, Pleasant Valley Recreation and Park District held public workshops on the proposed budgets, totaling approximately \$8.1 million in expenses for the General Fund budget, \$1.1 million in expenses for the Assessment District Budget and \$1.4 million in expenses for the Quimby Fund. The public received notice of these workshops through the posting of agendas.

The proposed operating budgets for FY 2019-2020 strive to continue to move the Pleasant Valley Recreation and Park District along the path of fiscal sustainability.

The General Fund budget as presented is balanced with an excess of \$29,201 in the general fund. The introduction of the preliminary budgets as well as the workshops has allowed the Board and the general public an opportunity to review and provide additional comments before adoption of the budgets on July 3, 2019.

The Assessment District budget is balanced at \$1,151,522 in revenue with \$1,118,408 in personnel, services and supplies. This equates to revenue exceeding expense by a total of \$2,980.

The Quimby Fees Funds has an expense budget of \$500,000. These expenses are capital improvement projects for the District.

Personnel changes in budget expense line items:

1. Moved all Part-Time Year-Round employees to account #6100 (Full Time Wages)
2. Added Administrative Analyst Position

Major changes to the District Wide budget include:

Revenue

a) Increase in Public Fees	\$ 65,779
b) Increase in Property Tax Revenue	\$ 55,422
c) Increase in Interest Earnings	\$ 28,200
d) Decrease in ROPS Revenue	(\$ 90,000)

Expenses

a) Decrease in Personnel Expense	(\$ 17,420)
b) Increase in CalPERS Unfunded Liability Expense	\$ 29,846
c) Increase in Collection Fees	\$ 59,715
d) Increase in Liability Insurance	\$ 32,198
e) Decrease in Business Services	(\$ 26,812)
f) Dept 520 Professional Services	\$ 15,000

ANALYSIS

The analysis is comparative from the approved FY 2018-2019 Operating Budget for Fund 10.

Fund 10 -General Fund

The following items should be noted when reviewing the budget:

1. The preliminary General Fund budget contains an overall increase in revenue of \$93,568 which reflects an increase in 1) Public Fees (\$65,779), 2) Tax Apportionment (\$55,422), 3) Public Fees Entry-Swim (\$31,340), 4) Interest Earnings (\$28,200), and a decrease in 5) ROPS Reimbursement (\$90,000).
2. Total revenues are \$8,214,449 and total operating expenditures are \$8,185,248 which equates to an excess over budget of \$29,201.
3. Personnel expenditures have decreased by \$17,420 primarily due to a combination of factors
 - a. Employees in a higher salary bracket have left the District and the District has filled those positions with employees starting at the lower end of the pay bracket. This allowed the District to budget for another Administrative Analyst.
 - b. The District is only budgeting for the employees that take District medical insurance; in the past the District has budgeted for all employees' medical insurance.
 - c. The District had a worker's compensation incident that should "fall off" in the next year, therefore when that occurs the District's rates should decrease slightly.
4. Services and Supplies have increased \$106,759 due to 1) Collection Fees (\$59,715), 2) Insurance Liability (\$32,198) and 3) Tree Care (\$18,000)

Fund 20 - Assessment District

The analysis for Fund 20 (Assessment District) is as follows:

1. Balanced budget with an excess of \$2,980
2. Revenue has increased \$42,469 due to 3% increase in Assessment Tax
3. Personnel has decreased \$583
4. Services and Supplies has increased \$44,211 due to 1) Tree Care (\$25,000) and 2) Contracted Landscaping Services (\$16,000)

Fund 30 – Quimby Fees

Fund 30 (Quimby Fees) is a fee that is received from developers in lieu of land and may only be used for developing new parks/recreation facilities or rehabilitating existing neighborhood or Community Park/Recreational Facilities. The District does not budget for revenue for Quimby

Fees but does budget for expenses. The following project is planned for FY 2019-2020 and the project will be paid with Quimby Funds equating to \$500,000.

- a. Shower and Restrooms at the Aquatics Center

Capital Improvement Program (CIP)

In 2013, the District developed a 5-year Capital Improvement Plan (2013-2018) and in January 2019 extended the plan to 2013-2019. This plan included facilities and parks that would require modification, replacement and improvement over the six years. The document was designed to provide the Board of Directors information regarding short and long term capital projects for improvements and future infrastructure needs. The CIP budget, which will derive its funds from Capital funds, will include 7 projects for FY 2019-2020 with a combined total of \$464,000.

The Capital Outlay projects are:

- a) Freedom Park Parking Lot & Skyway Drive
- b) Pleasant Valley Fields Painting
- c) Lamps/Pole Replacement at Mission Oaks Park
- d) L.E.D. Lighting at Springville Tennis Courts
- e) 2 Fleet Vehicles
- f) Community Center Kitchen
- g) Freedom Center Remediation
- h) Charter Oak Irrigation System
- i) Community Center Marquee

FISCAL IMPACT

Approval of the Preliminary FY 2019-2020 Budget will allow staff to proceed with the development of the Final 2019-2020 Budgets for review and adoption at the July 3, 2019 Board meeting. There is no fiscal impact associated with this action.

RECOMMENDATION

It is recommended that the Board approve Preliminary Fiscal Year 2019-2020 Budgets.

ATTACHMENT

- 1) FY 2019-2020 Preliminary Budgets Summary Sheets
 - a. Fund 10 (3 pages)
 - b. Recreation Department (2 pages)
 - c. Department 000 (1 page)
 - d. Department 301 (1 page)
 - e. Department 310 (1 page)
 - f. Department 320 (1 page)
 - g. Department 370 (1 page)
 - h. Department 410 (2 pages)
 - i. Department 503 (1 page)
 - j. Department 505 (2 pages)
 - k. Department 520 (1 page)
 - l. Fund 20 Assessment District (1 page)
 - m. Fund 30 Park Dedication Fees (1 page)

General Ledger
District Wide Budget Summary
Entire Fund 10

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5110	Tax Apport Cur Year Secured	\$ 5,865,370.23	\$ 6,506,450.00	\$ 6,515,290.00	\$ 6,561,872.00	\$ 6,561,872.00
5120	Tax Apport Cur Year Unsec	\$ 104,473.45	\$ -	\$ -	\$ -	\$ -
5130	Tax Apport Prior Year Sec	\$ 170,191.94	\$ -	\$ -	\$ -	\$ -
5140	Tax Apport Prior Year Unsec	\$ 4,556.00	\$ -	\$ -	\$ -	\$ -
5150	Tax Deeded Sales	\$ 45.52	\$ -	\$ -	\$ -	\$ -
5210	Cur Supplemental Pass Thru	\$ 109,624.52	\$ -	\$ -	\$ -	\$ -
5215	Supplemental Redemption	\$ 6,355.06	\$ -	\$ -	\$ -	\$ -
5230	HOPTR	\$ 46,549.12	\$ -	\$ -	\$ -	\$ -
5231	HOPTR Prior Year	\$ 15,982.52	\$ -	\$ -	\$ -	\$ -
5240	Supplemental Assessment Roll	\$ 342.40	\$ -	\$ -	\$ -	\$ -
5310	Interest Earnings	\$ 46,559.19	\$ 18,300.00	\$ 46,500.00	\$ 46,500.00	\$ 46,500.00
5320	MBS Interest Earnings	\$ 533.67	\$ -	\$ -	\$ -	\$ -
5460	Dividends CAPRI Prior Years	\$ 9,711.62	\$ -	\$ -	\$ -	\$ -
5506	Park Patrol Citations	\$ 3,903.77	\$ 4,510.00	\$ 4,950.00	\$ 4,950.00	\$ 4,950.00
5507	Plan Check Fee	\$ -	\$ 100.00	\$ -	\$ -	\$ -
5510	Contract ClassesPublic Fees	\$ 274,108.40	\$ 232,539.00	\$ 255,485.00	\$ 255,485.00	\$ 255,485.00
5511	Public Fees	\$ 369,361.55	\$ 393,842.00	\$ 459,621.00	\$ 459,621.00	\$ 459,621.00
5513	Swim PassAdult Splash (20)	\$ 9,269.43	\$ 8,568.00	\$ -	\$ -	\$ -
5514	Swim PassSenior Splash (10)	\$ 1,287.00	\$ 2,079.00	\$ -	\$ -	\$ -
5516	Swim Pass Senior Splash (20)	\$ 4,633.43	\$ 5,049.00	\$ -	\$ -	\$ -
5517	Swim PassSenior Fitness(10)	\$ 1,125.00	\$ 1,620.00	\$ -	\$ -	\$ -
5518	Swim PassSenior Fitness (20)	\$ 10,926.00	\$ 10,692.00	\$ -	\$ -	\$ -
5520	Public FeesEntry Fees	\$ 25,659.82	\$ 25,655.00	\$ 56,995.00	\$ 56,995.00	\$ 56,995.00
5524	Swim PassAdult Splash (10)	\$ 3,232.00	\$ 6,426.00	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ 3,326.25	\$ 3,446.00	\$ 3,446.00	\$ 3,446.00	\$ 3,446.00
5526	Swim PassAdult Fitness (10)	\$ 425.00	\$ 1,200.00	\$ -	\$ -	\$ -
5527	Swim PassAdult Fitness (20)	\$ 977.00	\$ 4,320.00	\$ -	\$ -	\$ -
5528	Swim PassesSwimWorkout (10)	\$ 500.00	\$ 960.00	\$ -	\$ -	\$ -
5529	Swim PassesSwimWorkout (20)	\$ 786.00	\$ 1,680.00	\$ -	\$ -	\$ -
5530	Rental	\$ 436,962.00	\$ 417,196.00	\$ 423,769.00	\$ 423,769.00	\$ 423,769.00
5535	Cell Tower Revenue	\$ 85,160.17	\$ 83,534.00	\$ 91,704.00	\$ 91,704.00	\$ 91,704.00
5536	Annual Passes	\$ 5,590.30	\$ -	\$ -	\$ -	\$ -
5540	Parking Fees	\$ 21,384.27	\$ 10,470.00	\$ 12,312.00	\$ 12,312.00	\$ 12,312.00
5545	Indemnity Revenue	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
5550	Dues	\$ 1,964.00	\$ 2,160.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
5555	Activity Guide Revenue	\$ 11,274.50	\$ 16,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
5561	Special Event	\$ -	\$ 11,000.00	\$ -	\$ -	\$ -
5563	Staffing Cost Recovery	\$ 3,759.30	\$ 5,000.00	\$ 16,880.00	\$ 16,880.00	\$ 16,880.00
5564	Special Event Permits	\$ 403.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5565	Gain/(Loss) LAIF Investments	\$ (4,001.33)	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ 85,570.45	\$ 90,870.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
5573	Grant HCF	\$ 16,504.00	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 86,967.07	\$ 64,615.00	\$ 68,015.00	\$ 68,015.00	\$ 68,015.00
5576	Credit Card Processing Fee	\$ 75.00	\$ -	\$ -	\$ -	\$ -
5580	Cash Over/Under	\$ 165.00	\$ -	\$ -	\$ -	\$ -
5585	Incentive Income	\$ 2,530.99	\$ 1,600.00	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00
5600	Reimbursement ROPS	\$ 294,682.81	\$ 190,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
5606	Reimb - Needs Assessment	\$ 44,141.50	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 8,183,948.92	\$ 8,120,881.00	\$ 8,167,867.00	\$ 8,214,449.00	\$ 8,214,449.00
	Expense					
6100	Full Time Salaries	\$ 2,235,141.99	\$ 2,401,820.00	\$ 2,650,972.00	\$ 2,650,972.00	\$ 2,650,972.00
6101	Overtime Salaries	\$ 22,371.09	\$ 38,536.00	\$ 32,508.00	\$ 32,508.00	\$ 32,508.00
6105	Car Allowance	\$ 10,821.19	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00	\$ 10,800.00
6108	Cell Phone Allowance	\$ 14,735.24	\$ 15,900.00	\$ 15,420.00	\$ 15,420.00	\$ 15,420.00
6110	PartTime Salaries	\$ 625,972.84	\$ 726,323.00	\$ 510,254.00	\$ 510,254.00	\$ 510,254.00
6120	Retirement	\$ 371,687.39	\$ 440,350.00	\$ 450,140.00	\$ 450,140.00	\$ 450,140.00
6121	457 Pension	\$ 7,447.28	\$ 7,445.00	\$ 7,445.00	\$ 7,445.00	\$ 7,445.00
6130	Employee Insurance	\$ 223,196.13	\$ 350,837.00	\$ 297,737.00	\$ 297,737.00	\$ 297,737.00
6140	Workers Compensation	\$ 143,825.43	\$ 212,453.00	\$ 172,200.00	\$ 172,200.00	\$ 172,200.00
6150	Unemployment Insurance	\$ 1,782.00	\$ 2,200.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
6160	Loan Pension Obligation	\$ 238,020.00	\$ 243,610.00	\$ 250,532.00	\$ 250,532.00	\$ 250,532.00
6170	PERS Unfunded Liability	\$ 245,195.00	\$ 318,714.00	\$ 348,560.00	\$ 348,560.00	\$ 348,560.00
	Personnel	\$ 4,140,195.58	\$ 4,768,988.00	\$ 4,751,568.00	\$ 4,751,568.00	\$ 4,751,568.00

General Ledger
District Wide Budget Summary
Entire Fund 10

Account	Description	Two Year Prior Actual	One Year Prior Budget	Requested	Proposed	Approved
		17-18	18-19	19-20	19-20	19-20
6210	Telephone	\$ 12,481.66	\$ 11,456.00	\$ 16,476.00	\$ 16,476.00	\$ 16,476.00
6220	Internet Services	\$ 23,770.61	\$ 54,758.00	\$ 26,724.00	\$ 26,724.00	\$ 26,724.00
6230	IT/Hardware	\$ -	\$ -	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
6240	Computer Hardware/Software	\$ -	\$ -	\$ 25,264.00	\$ 25,264.00	\$ 25,264.00
6310	Pool Chemicals	\$ 5,808.65	\$ 12,000.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
6320	Janitorial Supplies	\$ 46,652.98	\$ 52,200.00	\$ 53,400.00	\$ 53,400.00	\$ 53,400.00
6330	Kitchen Supplies	\$ 869.42	\$ 1,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
6340	Food Supplies	\$ 3,983.26	\$ 10,575.00	\$ 18,800.00	\$ 18,800.00	\$ 18,800.00
6350	Water Maint & Service	\$ 969.52	\$ 1,080.00	\$ 1,176.00	\$ 1,176.00	\$ 1,176.00
6360	Laundry/Wash Service	\$ 356.00	\$ 380.00	\$ 680.00	\$ 680.00	\$ 680.00
6380	Medical Supplies	\$ -	\$ 650.00	\$ 850.00	\$ 850.00	\$ 850.00
6410	Insurance Liability	\$ 97,943.00	\$ 111,732.00	\$ 143,930.00	\$ 143,930.00	\$ 143,930.00
6500	Equipment Maintenance	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
6510	Fuel	\$ 39,563.42	\$ 43,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6520	Vehicle Maintenance	\$ 33,171.64	\$ 35,400.00	\$ 35,400.00	\$ 35,400.00	\$ 35,400.00
6530	Office Equipment Maintenance	\$ 577.59	\$ 200.00	\$ 600.00	\$ 600.00	\$ 600.00
6540	Computer Equip Maintenance	\$ 1,975.05	\$ 2,400.00	\$ -	\$ -	\$ -
6610	Building Repair	\$ 60,656.10	\$ 96,200.00	\$ 93,250.00	\$ 93,250.00	\$ 93,250.00
6620	Bldg Equip Maint/Repair	\$ 30,137.88	\$ 22,875.00	\$ 10,240.00	\$ 10,240.00	\$ 10,240.00
6630	Improvements/Maintenance	\$ 41,292.47	\$ 24,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
6710	Grounds Maintenance	\$ 74,444.93	\$ 87,980.00	\$ 86,280.00	\$ 91,280.00	\$ 91,280.00
6719	Tree Care Assess	\$ 14,175.00	\$ 10,000.00	\$ -	\$ 28,000.00	\$ 28,000.00
6720	Contracted LS Services	\$ 650.94	\$ -	\$ -	\$ -	\$ -
6725	Park Signage (Branding)	\$ 40,605.71	\$ 15,000.00	\$ -	\$ -	\$ -
6730	Contracted Pest Control	\$ 1,925.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
6740	Rubbish & Refuse	\$ 66,896.31	\$ 65,760.00	\$ 69,150.00	\$ 73,586.00	\$ 73,586.00
6750	Vandalism/Theft	\$ 453.77	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6810	Memberships	\$ 12,583.18	\$ 14,315.00	\$ 16,245.00	\$ 16,245.00	\$ 16,245.00
6900	Office Expense	\$ 14.99	\$ -	\$ -	\$ -	\$ -
6910	Office Supplies	\$ 21,060.14	\$ 29,934.00	\$ 23,671.00	\$ 23,671.00	\$ 23,671.00
6920	Postage Expense	\$ 29,021.04	\$ 26,900.00	\$ 22,540.00	\$ 22,540.00	\$ 22,540.00
6930	Advertising Expense	\$ 11,267.34	\$ 12,240.00	\$ 5,840.00	\$ 5,840.00	\$ 5,840.00
6940	Printing Charges	\$ 12,564.44	\$ 14,048.00	\$ 13,598.00	\$ 13,598.00	\$ 13,598.00
6950	ActiveNet Charges	\$ 59,645.28	\$ 55,758.00	\$ 61,209.00	\$ 61,209.00	\$ 61,209.00
6960	Approp Redev/Collection Fees	\$ 374,062.83	\$ 399,740.00	\$ 459,269.00	\$ 459,455.00	\$ 459,455.00
6980	Minor Furn Fixture & Equip	\$ 1,033.76	\$ 1,533.00	\$ 1,233.00	\$ 1,233.00	\$ 1,233.00
6990	Comp Hardware/Software Exp	\$ 11,566.73	\$ 13,264.00	\$ -	\$ -	\$ -
7010	Fingerprint Fees (HR)	\$ 2,116.90	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00
7020	Fire & Safety Insp Fees	\$ 2,240.10	\$ 3,925.00	\$ 4,275.00	\$ 4,275.00	\$ 4,275.00
7030	Permit & Licensing Fees	\$ 6,849.29	\$ 11,150.00	\$ 11,730.00	\$ 11,730.00	\$ 11,730.00
7040	State License Fee	\$ 341.25	\$ 400.00	\$ 800.00	\$ 800.00	\$ 800.00
7100	Professional Services	\$ 400.00	\$ 1,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
7110	Legal Services	\$ 48,835.89	\$ 69,150.00	\$ 78,000.00	\$ 78,000.00	\$ 78,000.00
7115	Typeset and Print Services	\$ 48,421.80	\$ 45,900.00	\$ 40,400.00	\$ 40,400.00	\$ 40,400.00
7120	Instructor Services	\$ 180,255.50	\$ 168,426.00	\$ 162,847.00	\$ 162,847.00	\$ 162,847.00
7125	PERS Admin Fees	\$ 1,361.59	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
7130	Audit Services	\$ 17,800.00	\$ 17,260.00	\$ 20,175.00	\$ 20,175.00	\$ 20,175.00
7140	Medical & Health Svcs (HR)	\$ 3,780.00	\$ 5,500.00	\$ 9,250.00	\$ 9,250.00	\$ 9,250.00
7150	Security Services	\$ 6,417.60	\$ 5,400.00	\$ 5,500.00	\$ 9,530.00	\$ 9,530.00
7160	Entertainment Services	\$ 1,337.53	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
7180	Business Services	\$ 60,246.35	\$ 88,600.00	\$ 61,788.00	\$ 61,788.00	\$ 61,788.00
7190	Umpire/Referee Services	\$ 1,395.00	\$ 2,065.00	\$ 1,877.00	\$ 1,877.00	\$ 1,877.00
7210	Subscriptions	\$ 3,585.01	\$ 4,508.00	\$ 4,712.00	\$ 4,712.00	\$ 4,712.00
7300	Rents and Leases	\$ (2,413.28)	\$ -	\$ -	\$ -	\$ -
7310	Rents & Leases Equip	\$ 20,127.66	\$ 40,210.00	\$ 41,750.00	\$ 41,750.00	\$ 41,750.00
7320	Bldg/Field Leases & Rental	\$ 9,607.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
7410	Event Supplies	\$ 1,768.97	\$ 2,000.00	\$ 2,245.00	\$ 2,245.00	\$ 2,245.00
7420	Supplies	\$ 5,294.64	\$ 5,300.00	\$ 9,250.00	\$ 9,250.00	\$ 9,250.00
7430	Bingo Supplies	\$ 8,086.63	\$ 8,500.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
7440	Sporting Goods	\$ 8,340.87	\$ 8,586.00	\$ 7,900.00	\$ 7,900.00	\$ 7,900.00
7450	Arts and Craft Supplies	\$ 3,425.68	\$ 1,940.00	\$ 2,430.00	\$ 2,430.00	\$ 2,430.00
7460	Training Supplies	\$ 1,048.53	\$ 2,650.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
7470	Camp Supplies	\$ 1,036.94	\$ 2,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00

General Ledger
District Wide Budget Summary
Entire Fund 10

Account	Description	Two Year Prior Actual	One Year Prior Budget	Requested	Proposed	Approved
		17-18	18-19	19-20	19-20	19-20
7500	Small Tools	\$ 6,340.92	\$ 6,100.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
7510	Safety Supplies	\$ 3,077.15	\$ 4,690.00	\$ 6,855.00	\$ 6,855.00	\$ 6,855.00
7610	Uniform Allowance	\$ 8,717.43	\$ 12,600.00	\$ 12,450.00	\$ 12,450.00	\$ 12,450.00
7620	Safety Clothing	\$ 3,523.61	\$ 6,054.00	\$ 6,054.00	\$ 6,054.00	\$ 6,054.00
7710	Conference&Seminar Staff	\$ 18,187.11	\$ 21,775.00	\$ 27,510.00	\$ 27,510.00	\$ 27,510.00
7715	Conference&Seminar Board	\$ 972.97	\$ 2,280.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00
7720	Conference&Seminar Travel Exp	\$ 5,010.09	\$ 11,643.00	\$ 13,117.00	\$ 13,117.00	\$ 13,117.00
7725	Out of Town Travel Board	\$ 2,209.63	\$ 7,085.00	\$ 6,556.00	\$ 6,556.00	\$ 6,556.00
7730	Private Vehicle Mileage	\$ 2,739.55	\$ 2,503.00	\$ 4,287.00	\$ 4,287.00	\$ 4,287.00
7740	Transportation Charges	\$ 316.63	\$ 1,110.00	\$ -	\$ -	\$ -
7750	Buscs/Excursions	\$ 19,000.46	\$ 23,950.00	\$ 26,700.00	\$ 26,700.00	\$ 26,700.00
7760	Tuition/Book Reimbursement	\$ 287.47	\$ -	\$ -	\$ -	\$ -
7810	Utilities Gas	\$ 23,839.69	\$ 27,488.00	\$ 26,283.00	\$ 26,283.00	\$ 26,283.00
7820	Utilities Water	\$ 767,968.74	\$ 816,188.00	\$ 825,373.00	\$ 825,373.00	\$ 825,373.00
7830	Utilities Electric	\$ 216,891.67	\$ 237,062.00	\$ 240,864.00	\$ 240,864.00	\$ 240,864.00
7840	Airport Assessment Exp	\$ 10,583.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7910	Awards and Certificates	\$ 13,974.46	\$ 16,940.00	\$ 20,995.00	\$ 20,995.00	\$ 20,995.00
7920	Meals for Staff Training	\$ 2,333.73	\$ 2,810.00	\$ 2,610.00	\$ 2,610.00	\$ 2,610.00
7930	Employee Morale	\$ 595.67	\$ 4,250.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
7950	COP Debt PV Fields	\$ 647,128.00	\$ 242,435.00	\$ 229,760.00	\$ 229,760.00	\$ 229,760.00
7970	Reserve Vehicle Fleet	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7971	Reserve Computer Fleet	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
7972	Designated Project	\$ 20,000.00				
7973	Reserve Dry Period	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
7975	Reserve Repair/Oper/Admin		\$ 30,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
	Expense	\$ 3,452,586.07	\$ 3,326,921.00	\$ 3,392,028.00	\$ 3,433,680.00	\$ 3,433,680.00
	Revenue	\$ 8,183,948.92	\$ 8,120,881.00	\$ 8,167,867.00	\$ 8,214,449.00	\$ 8,214,449.00
	Expense	\$ 7,592,781.65	\$ 8,095,909.00	\$ 8,143,596.00	\$ 8,185,248.00	\$ 8,185,248.00
	Revenue over Expense	\$ 591,167.27	\$ 24,972.00	\$ 24,271.00	\$ 29,201.00	\$ 29,201.00
8400	Capital	\$ 610.96	\$ -	\$ 340,000.00	\$ 350,000.00	\$ 400,000.00
8420	Equip/Facility Replacement	\$ 33,358.52	\$ 7,000.00	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00
8423	Bob Kildee Parking Lot	\$ 166,295.00	\$ -	\$ -	\$ -	\$ -
8424	PV Fields Parking Lot	\$ 14,624.00	\$ -	\$ -	\$ -	\$ -
8425	Hardwalls GM/HR Offices	\$ 15,528.45	\$ -	\$ -	\$ -	\$ -
8426	Charter Oak Windrow	\$ 11,025.00	\$ -	\$ -	\$ -	\$ -
8429	Bob Kildee PournPlay	\$ 17,600.00	\$ -	\$ -	\$ -	\$ -
8430	Cam Grve Dog PkArtificial Turf	\$ 19,312.93	\$ -	\$ -	\$ -	\$ -
8431	Shop DriveWay	\$ 33,347.18	\$ -	\$ -	\$ -	\$ -
8432	Freedom Pk Baseball Flds Desig	\$ 17,650.41	\$ -	\$ -	\$ -	\$ -
8433	Aquatics Tankless Wtr Heaters	\$ 21,514.22	\$ -	\$ -	\$ -	\$ -
8434	Auditioum Patio	\$ 12,393.08	\$ -	\$ -	\$ -	\$ -
8435	Auditorium Restroom Remodel	\$ 28,342.52	\$ -	\$ -	\$ -	\$ -
8436	Springville Dog Park Wall	\$ 6,700.00	\$ 84,993.00	\$ -	\$ -	\$ -
8437	Bob Kildee Pavilion Replacemen	\$ 52,689.00	\$ -	\$ -	\$ -	\$ -
8438	Mission Oaks Roof	\$ 17,866.00	\$ -	\$ -	\$ -	\$ -
8439	Auditorium Ducting/Replacement	\$ 22,275.00	\$ -	\$ -	\$ -	\$ -
8440	Office Design/Carpet/Server	\$ 27,913.41	\$ -	\$ -	\$ -	\$ -
8441	Admin Bldg Roofs #6,#7,Admin	\$ 133,091.00	\$ -	\$ -	\$ -	\$ -
8443	Pickle Ball CtsPaint/Repair	\$ 51,510.73	\$ -	\$ -	\$ -	\$ -
8448	Pool Plaster/Fiberglass Resurf	\$ -	\$ 161,615.00	\$ -	\$ -	\$ -
8449	Pool Slide Metal Support	\$ -	\$ 56,070.00	\$ -	\$ -	\$ -
8450	Bob Kildee Restroom Roof	\$ -	\$ 15,613.00	\$ -	\$ -	\$ -
8451	Freedom RR/Concession Roof	\$ -	\$ 23,460.00	\$ -	\$ -	\$ -
8452	Charter Oak Tree Windrow	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
8453	PV Fields Painting Phase I	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
8454	Comm Ctr Exterior Restrooms	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -
8455	Bob Kildee Irrigation Pump	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
8456	Mtr EnclosurEncnt,Phill,Adolf	\$ -	\$ 24,000.00	\$ -	\$ -	\$ -
8457	Arneill Rnch Park Picnic Area	\$ -	\$ 25,400.00	\$ -	\$ -	\$ -
8458	Pitts Ranch Park Pavilion	\$ -	\$ 82,030.00	\$ -	\$ -	\$ -
8463	LPA Architect CC/GYM/Sr Ctr	\$ -	\$ 228,538.00			
	Capital	\$ 703,647.41	\$ 783,719.00	\$ 404,000.00	\$ 414,000.00	\$ 464,000.00

**General Ledger
District Wide Budget Summary
Recreation Department Wide**

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
Revenue						
5510	Contract ClassesPublic Fees	\$ 271,293.40	\$ 232,539.00	\$ 255,485.00	\$ 255,485.00	\$ 255,485.00
5511	Public Fees	\$ 369,361.55	\$ 393,842.00	\$ 459,621.00	\$ 459,621.00	\$ 459,621.00
5513	Swim PassAdult Splash (20)	\$ 9,269.43	\$ 8,568.00	\$ -	\$ -	\$ -
5514	Swim PassSenior Splash (10)	\$ 1,287.00	\$ 2,079.00	\$ -	\$ -	\$ -
5516	Swim Pass Senior Splash (20)	\$ 4,633.43	\$ 5,049.00	\$ -	\$ -	\$ -
5517	Swim PassSenior Fitness(10)	\$ 1,125.00	\$ 1,620.00	\$ -	\$ -	\$ -
5518	Swim PassSenior Fitness (20)	\$ 10,926.00	\$ 10,692.00	\$ -	\$ -	\$ -
5520	Public FeesEntry Fees	\$ 25,659.82	\$ 25,655.00	\$ 56,995.00	\$ 56,995.00	\$ 56,995.00
5524	Swim PassAdult Splash (10)	\$ 3,232.00	\$ 6,426.00	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ 3,326.25	\$ 3,446.00	\$ 3,446.00	\$ 3,446.00	\$ 3,446.00
5526	Swim PassAdult Fitness (10)	\$ 425.00	\$ 1,200.00	\$ -	\$ -	\$ -
5527	Swim PassAdult Fitness (20)	\$ 977.00	\$ 4,320.00	\$ -	\$ -	\$ -
5528	Swim PassesSwimWorkout (10)	\$ 500.00	\$ 960.00	\$ -	\$ -	\$ -
5529	Swim PassesSwimWorkout (20)	\$ 786.00	\$ 1,680.00	\$ -	\$ -	\$ -
5530	Rental	\$ 221,269.26	\$ 206,160.00	\$ 179,690.00	\$ 179,690.00	\$ 179,690.00
5536	Annual Passes	\$ 5,590.30	\$ -	\$ -	\$ -	\$ -
5550	Dues	\$ 1,964.00	\$ 2,160.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
5555	Activity Guide Revenue	\$ 11,274.50	\$ 16,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
5561	Special Event	\$ -	\$ 11,000.00	\$ -	\$ -	\$ -
5563	Staffing Cost Recovery	\$ 3,759.30	\$ 5,000.00	\$ 16,880.00	\$ 16,880.00	\$ 16,880.00
5564	Special Event Permits	\$ 403.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5570	Donations	\$ 8,637.45	\$ 20,870.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
5573	Scholarships	\$ 4.00	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Take	\$ 6,810.20	\$ 1,995.00	\$ 3,270.00	\$ 3,270.00	\$ 3,270.00
5585	Incentive Income	\$ 273.52	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 962,787.41	\$ 962,261.00	\$ 1,016,387.00	\$ 1,016,387.00	\$ 1,016,387.00
Expense						
6100	Full Time Salaries	\$ 460,574.51	\$ 488,851.00	\$ 605,849.00	\$ 605,849.00	\$ 605,849.00
6101	Overtime Salaries	\$ 1,753.80	\$ 2,000.00	\$ -	\$ -	\$ -
6108	Cell Phone Allowance	\$ 4,220.63	\$ 4,380.00	\$ 3,120.00	\$ 3,120.00	\$ 3,120.00
6110	PartTime Salaries	\$ 385,269.58	\$ 449,774.00	\$ 378,780.00	\$ 378,780.00	\$ 378,780.00
6120	Retirement	\$ 77,540.41	\$ 90,935.00	\$ 100,988.00	\$ 100,988.00	\$ 100,988.00
6121	457 Pension	\$ 6,401.24	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00
6130	Employee Insurance	\$ 35,122.83	\$ 54,063.00	\$ 58,463.00	\$ 58,463.00	\$ 58,463.00
6140	Workers Compensation	\$ 29,096.91	\$ 35,506.00	\$ 24,814.00	\$ 24,814.00	\$ 24,814.00
	Personnel	\$ 999,979.91	\$ 1,131,909.00	\$ 1,178,414.00	\$ 1,178,414.00	\$ 1,178,414.00
6210	Telephone	\$ 105.83	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00
6320	Janitorial Supplies	\$ 65.80	\$ -	\$ -	\$ -	\$ -
6330	Kitchen Supplies	\$ 869.42	\$ 1,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
6340	Food Supplies	\$ 3,983.26	\$ 10,575.00	\$ 18,800.00	\$ 18,800.00	\$ 18,800.00
6360	Laundry/Wash Service	\$ 212.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00
6380	Medical Supplies	\$ -	\$ 650.00	\$ 850.00	\$ 850.00	\$ 850.00
6500	Equipment Maintenance	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
6530	Office Equipment Maintenance	\$ 577.59	\$ 200.00	\$ 600.00	\$ 600.00	\$ 600.00
6540	Computer Equip Maintenance	\$ 349.99	\$ -	\$ -	\$ -	\$ -
6610	Building Repair	\$ 65.00	\$ -	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
6620	Bldg Equip Maint/Repair	\$ 226.25	\$ 2,115.00	\$ -	\$ -	\$ -
6710	Grounds Maintenance	\$ 90.00	\$ -	\$ -	\$ -	\$ -
6740	Rubbish & Refuse	\$ -	\$ -	\$ -	\$ -	\$ -
6750	Vandalism/Theft	\$ -	\$ -	\$ -	\$ -	\$ -
6810	Memberships	\$ 1,141.18	\$ 1,135.00	\$ 2,715.00	\$ 2,715.00	\$ 2,715.00
6910	Office Supplies	\$ 5,205.49	\$ 12,800.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
6920	Postage Expense	\$ 24,603.49	\$ 21,520.00	\$ 18,940.00	\$ 18,940.00	\$ 18,940.00
6930	Advertising Expense	\$ 9,938.96	\$ 10,500.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
6980	Minor Furn Fixture & Equip	\$ -	\$ 300.00	\$ -	\$ -	\$ -
6990	Comp Hardware/Software Exp	\$ 176.94	\$ -	\$ -	\$ -	\$ -
7020	Fire & Safety Insp Fees	\$ 250.00	\$ 1,850.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
7030	Permit & Licensing Fees	\$ 3,369.78	\$ 8,150.00	\$ 9,430.00	\$ 9,430.00	\$ 9,430.00
7100	Professional Services	\$ 400.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
7115	Typeset and Print Services	\$ 48,421.80	\$ 45,900.00	\$ 40,400.00	\$ 40,400.00	\$ 40,400.00
7120	Instructor Services	\$ 180,255.50	\$ 167,926.00	\$ 162,347.00	\$ 162,347.00	\$ 162,347.00
7140	Medical & Health Svcs (HR)	\$ -	\$ -	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
7150	Security Services	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7160	Entertainment Services	\$ 1,337.53	\$ 4,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
7180	Business Services	\$ 5,249.00	\$ 15,350.00	\$ 14,400.00	\$ 14,400.00	\$ 14,400.00
7190	Umpire/Referee Services	\$ (1,018.28)	\$ 2,065.00	\$ 1,877.00	\$ 1,877.00	\$ 1,877.00
7210	Subscriptions	\$ 577.89	\$ 890.00	\$ 950.00	\$ 950.00	\$ 950.00
7300	Rents and Leases	\$ 4,637.38	\$ -	\$ -	\$ -	\$ -
7310	Rents & Leases Equip	\$ 1,540.00	\$ 24,010.00	\$ 25,550.00	\$ 25,550.00	\$ 25,550.00
7320	Bldg/Field Leases & Rental	\$ 9,607.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
7410	Event Supplies	\$ 1,768.97	\$ 2,000.00	\$ 2,245.00	\$ 2,245.00	\$ 2,245.00
7420	Supplies	\$ 5,294.64	\$ 5,300.00	\$ 9,250.00	\$ 9,250.00	\$ 9,250.00
7430	Bingo Supplies	\$ 8,086.63	\$ 8,500.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
7440	Sporting Goods	\$ 5,794.36	\$ 6,570.00	\$ 5,900.00	\$ 5,900.00	\$ 5,900.00
7450	Arts and Craft Supplies	\$ 3,425.68	\$ 1,940.00	\$ 2,430.00	\$ 2,430.00	\$ 2,430.00
7460	Training Supplies	\$ 1,048.53	\$ 1,850.00	\$ 1,945.00	\$ 1,945.00	\$ 1,945.00

**General Ledger
District Wide Budget Summary
Recreation Department Wide**

Account	Description	Two Year Prior Actual	One Year Prior Budget	Requested	Proposed	Approved
7470	Camp Supplies	\$ 1,036.94	\$ 2,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7500	Small Tools	\$ 13.99	\$ 100.00	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ 2,027.12	\$ 4,090.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
7610	Uniform Allowance	\$ 2,513.14	\$ 4,450.00	\$ 4,050.00	\$ 4,050.00	\$ 4,050.00
7710	Conference&Seminar Staff	\$ 4,526.15	\$ 7,320.00	\$ 9,550.00	\$ 9,550.00	\$ 9,550.00
7720	Conference&Seminar Travel E	\$ 3,155.05	\$ 5,182.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
7730	Private Vehicle Mileage	\$ 2,220.07	\$ 2,049.00	\$ 3,624.00	\$ 3,624.00	\$ 3,624.00
7740	Transportation Charges	\$ -	\$ 300.00	\$ -	\$ -	\$ -
7750	Buses/Excursions	\$ 19,000.46	\$ 23,950.00	\$ 26,700.00	\$ 26,700.00	\$ 26,700.00
7810	Utilities - Gas	\$ 411.87	\$ -	\$ -	\$ -	\$ -
7820	Utilities - Water	\$ 720.02	\$ -	\$ -	\$ -	\$ -
7910	Awards and Certificates	\$ 13,587.75	\$ 16,030.00	\$ 20,085.00	\$ 20,085.00	\$ 20,085.00
7920	Meals for Staff Training	\$ 124.81	\$ 500.00	\$ -	\$ -	\$ -
7930	Employee Morale	\$ 165.66	\$ 1,250.00	\$ -	\$ -	\$ -
	Expense	\$ 377,160.64	\$ 426,837.00	\$ 438,158.00	\$ 438,158.00	\$ 438,158.00
	Capital					
8420	Equip/Facility Replacement	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -
	Capital	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -
	Revenue Total	\$ 962,787.41	\$ 962,261.00	\$ 1,016,387.00	\$ 1,016,387.00	\$ 1,016,387.00
	Expense Total	\$ 1,377,140.55	\$ 1,558,746.00	\$ 1,616,572.00	\$ 1,616,572.00	\$ 1,616,572.00
	Total	\$ (414,353.14)	\$ (596,485.00)	\$ (600,185.00)	\$ (600,185.00)	\$ (600,185.00)

General Ledger
District Wide Budget Summary
Dept 000

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
Revenue						
5110	Tax Apport Cur Year Secured	\$ 5,865,370.23	\$ 6,506,450.00	\$ 6,515,290.00	\$ 6,561,872.00	\$ 6,561,872.00
5120	Tax Apport Cur Year Unsec	\$ 104,473.45	\$ -	\$ -	\$ -	\$ -
5130	Tax Apport Prior Year Sec	\$ 170,191.94	\$ -	\$ -	\$ -	\$ -
5140	Tax Apport Prior Year Unsec	\$ 4,556.00	\$ -	\$ -	\$ -	\$ -
5150	Tax Deeded Sales	\$ 45.52	\$ -	\$ -	\$ -	\$ -
5210	Cur Supplemental Pass Thru	\$ 109,624.52	\$ -	\$ -	\$ -	\$ -
5215	Supplemental Redemption	\$ 6,355.06	\$ -	\$ -	\$ -	\$ -
5230	HOPTR	\$ 46,549.12	\$ -	\$ -	\$ -	\$ -
5231	HOPTR Prior Year	\$ 15,982.52	\$ -	\$ -	\$ -	\$ -
5240	Supplemental Assessment Roll	\$ 342.40	\$ -	\$ -	\$ -	\$ -
5310	Interest Earnings	\$ 46,559.19	\$ 18,300.00	\$ 46,500.00	\$ 46,500.00	\$ 46,500.00
5320	MBS Interest Earnings	\$ 533.67	\$ -	\$ -	\$ -	\$ -
5460	Dividends CAPRI Prior Years	\$ 9,711.62	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 3,867.35	\$ -	\$ -	\$ -	\$ -
5585	Incentive Income	\$ 2,040.26	\$ 1,300.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
5600	Reimbursement ROPS	\$ 294,523.81	\$ 190,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
	Revenue	\$ 6,680,726.66	\$ 6,716,050.00	\$ 6,663,390.00	\$ 6,709,972.00	\$ 6,709,972.00
Expense						
7950	COP Debt PV Fields	\$ 246,409.38	\$ 242,435.00	\$ 229,760.00	\$ 229,760.00	\$ 229,760.00
	Expense	\$ 246,409.38	\$ 242,435.00	\$ 229,760.00	\$ 229,760.00	\$ 229,760.00
	Revenue Total	\$ 6,680,726.66	\$ 6,716,050.00	\$ 6,663,390.00	\$ 6,709,972.00	\$ 6,709,972.00
	Expense Total	\$ 246,409.38	\$ 242,435.00	\$ 229,760.00	\$ 229,760.00	\$ 229,760.00
	Grand Total	\$ 6,434,317.28	\$ 6,473,615.00	\$ 6,433,630.00	\$ 6,480,212.00	\$ 6,480,212.00

General Ledger
District Wide Budget Summary
Dept 301

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5510	Contract ClassesPublic Fees	\$ 21,045.25	\$ 9,900.00	\$ 35,129.00	\$ 35,129.00	\$ 35,129.00
5511	Public Fees	\$ 142,821.31	\$ 152,906.00	\$ 177,721.00	\$ 177,721.00	\$ 177,721.00
5513	Swim PassAdult Splash (20)	\$ 9,269.43	\$ 8,568.00	\$ -	\$ -	\$ -
5514	Swim PassSenior Splash (10)	\$ 1,287.00	\$ 2,079.00	\$ -	\$ -	\$ -
5516	Swim Pass Senior Splash (20)	\$ 4,633.43	\$ 5,049.00	\$ -	\$ -	\$ -
5517	Swim PassSenior Fitness(10)	\$ 1,125.00	\$ 1,620.00	\$ -	\$ -	\$ -
5518	Swim PassSenior Fitness (20)	\$ 10,926.00	\$ 10,692.00	\$ -	\$ -	\$ -
5520	Public FeesEntry Fees	\$ 25,659.82	\$ 25,655.00	\$ 56,995.00	\$ 56,995.00	\$ 56,995.00
5524	Swim PassAdult Splash (10)	\$ 3,232.00	\$ 6,426.00	\$ -	\$ -	\$ -
5525	Vending Concessions	\$ 555.22	\$ 720.00	\$ 720.00	\$ 720.00	\$ 720.00
5526	Swim PassAdult Fitness (10)	\$ 425.00	\$ 1,200.00	\$ -	\$ -	\$ -
5527	Swim PassAdult Fitness (20)	\$ 977.00	\$ 4,320.00	\$ -	\$ -	\$ -
5528	Swim PassesSwimWorkout (10)	\$ 500.00	\$ 960.00	\$ -	\$ -	\$ -
5529	Swim PassesSwimWorkout (20)	\$ 786.00	\$ 1,680.00	\$ -	\$ -	\$ -
5530	Rental	\$ 23,896.00	\$ 24,335.00	\$ 15,870.00	\$ 15,870.00	\$ 15,870.00
5563	Staffing Cost Recovery	\$ -	\$ -	\$ 10,380.00	\$ 10,380.00	\$ 10,380.00
5575	Other/Purchase Discount Taken	\$ 3,113.01	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 250,251.47	\$ 256,110.00	\$ 296,815.00	\$ 296,815.00	\$ 296,815.00
	Expense					
6100	Full Time Salaries	\$ 67,998.58	\$ 73,111.00	\$ 77,562.00	\$ 77,562.00	\$ 77,562.00
6108	Cell Phone Allowance	\$ 781.26	\$ 1,140.00	\$ 780.00	\$ 780.00	\$ 780.00
6110	PartTime Salaries	\$ 219,756.51	\$ 234,609.00	\$ 222,182.00	\$ 222,182.00	\$ 222,182.00
6120	Retirement	\$ 12,704.02	\$ 14,266.00	\$ 14,633.00	\$ 14,633.00	\$ 14,633.00
6130	Employee Insurance	\$ 6,088.12	\$ 6,873.00	\$ 7,138.00	\$ 7,138.00	\$ 7,138.00
	Personnel	\$ 307,328.49	\$ 329,999.00	\$ 322,295.00	\$ 322,295.00	\$ 322,295.00
6140	Workers Compensation	\$ 15,390.66	\$ 11,324.00	\$ 7,554.00	\$ 7,554.00	\$ 7,554.00
6320	Janitorial Supplies	\$ 65.80	\$ -	\$ -	\$ -	\$ -
6340	Food Supplies	\$ 789.11	\$ 480.00	\$ 900.00	\$ 900.00	\$ 900.00
6500	Equipment Maintenance	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
6530	Office Equipment Maintenance	\$ 400.00	\$ -	\$ -	\$ -	\$ -
6610	Building Repair	\$ 65.00	\$ -	\$ -	\$ -	\$ -
6620	Bldg Equip Maint/Repair	\$ 226.25	\$ -	\$ -	\$ -	\$ -
6710	Grounds Maintenance	\$ 90.00	\$ -	\$ -	\$ -	\$ -
6810	Memberships	\$ 220.00	\$ 225.00	\$ 400.00	\$ 400.00	\$ 400.00
6910	Office Supplies	\$ 905.84	\$ 2,000.00	\$ 250.00	\$ 250.00	\$ 250.00
6930	Advertising Expense	\$ 1,209.00	\$ -	\$ -	\$ -	\$ -
6990	Comp Hardware/Software Exp	\$ 176.94	\$ -	\$ -	\$ -	\$ -
7115	Typeset and Print Services	\$ 650.07	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
7120	Instructor Services	\$ 16,478.76	\$ 19,742.00	\$ 22,834.00	\$ 22,834.00	\$ 22,834.00
7180	Business Services	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ 600.00
7410	Event Supplies	\$ 1,763.98	\$ 2,000.00	\$ 2,245.00	\$ 2,245.00	\$ 2,245.00
7460	Training Supplies	\$ 708.53	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7500	Small Tools	\$ -	\$ 100.00	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ 1,274.48	\$ 2,290.00	\$ 4,600.00	\$ 4,600.00	\$ 4,600.00
7610	Uniform Allowance	\$ 1,182.02	\$ 2,150.00	\$ 2,150.00	\$ 2,150.00	\$ 2,150.00
7710	Conference&Seminar Staff	\$ 465.00	\$ 90.00	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00
7720	Conference&Seminar Travel Exp	\$ 946.61	\$ -	\$ -	\$ -	\$ -
7730	Private Vehicle Mileage	\$ 345.41	\$ 392.00	\$ 905.00	\$ 905.00	\$ 905.00
7910	Awards and Certificates	\$ 2,116.49	\$ 1,455.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
7920	Meals for Staff Training	\$ 96.53	\$ -	\$ -	\$ -	\$ -
7930	Employee Morale	\$ -	\$ 250.00	\$ -	\$ -	\$ -
	Expense	\$ 45,566.48	\$ 44,798.00	\$ 48,158.00	\$ 48,158.00	\$ 48,158.00
Revenue Total		\$ 250,251.47	\$ 256,110.00	\$ 296,815.00	\$ 296,815.00	\$ 296,815.00
Expense Total		\$ 352,894.97	\$ 374,797.00	\$ 370,453.00	\$ 370,453.00	\$ 370,453.00
Grand Total		\$ (102,643.50)	\$ (118,687.00)	\$ (73,638.00)	\$ (73,638.00)	\$ (73,638.00)

General Ledger
District Wide Budget Summary
Dept 310

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5510	Contract ClassesPublic Fees	\$ 54,621.78	\$ -	\$ -	\$ -	\$ -
5511	Public Fees	\$ 78,405.00	\$ 81,215.00	\$ 88,400.00	\$ 88,400.00	\$ 88,400.00
5530	Rental	\$ 182,648.26	\$ 174,480.00	\$ 151,820.00	\$ 151,820.00	\$ 151,820.00
5536	Annual Passes	\$ 5,590.30				
5563	Staffing Cost Recovery	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
5570	Donations	\$ 52.00	\$ 270.00	\$ -	\$ -	\$ -
	Revenue	\$ 321,317.34	\$ 255,965.00	\$ 241,720.00	\$ 241,720.00	\$ 241,720.00
	Expense					
6100	Full Time Salaries	\$ 82,698.71	\$ 84,376.00	\$ 63,584.00	\$ 63,584.00	\$ 63,584.00
6108	Cell Phone Allowance	\$ 781.80	\$ 780.00	\$ 390.00	\$ 390.00	\$ 390.00
6110	PartTime Salaries	\$ 60,364.12	\$ 46,304.00	\$ 12,292.00	\$ 12,292.00	\$ 12,292.00
6120	Retirement	\$ 15,181.05	\$ 19,519.00	\$ 11,165.00	\$ 11,165.00	\$ 11,165.00
6130	Employee Insurance	\$ 814.31	\$ 3,586.00	\$ 4,458.00	\$ 4,458.00	\$ 4,458.00
6140	Workers Compensation	\$ 4,198.12	\$ 5,280.00	\$ 1,912.00	\$ 1,912.00	\$ 1,912.00
	Personnel	\$ 164,038.11	\$ 159,845.00	\$ 93,801.00	\$ 93,801.00	\$ 93,801.00
6610	Building Repair	\$ -	\$ -	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
6620	Bldg Equip Maint/Repair	\$ -	\$ 2,115.00	\$ -	\$ -	\$ -
6810	Memberships	\$ 220.00	\$ 220.00	\$ 260.00	\$ 260.00	\$ 260.00
6910	Office Supplies	\$ 190.74	\$ 500.00	\$ 250.00	\$ 250.00	\$ 250.00
6920	Postage Expense	\$ -	\$ 200.00	\$ -	\$ -	\$ -
7120	Instructor Services	\$ 48,354.04	\$ -	\$ -	\$ -	\$ -
7180	Business Services	\$ 1,799.00	\$ 1,800.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
7190	Umpire/Referee Services	\$ 1,395.00	\$ 2,065.00	\$ 1,877.00	\$ 1,877.00	\$ 1,877.00
7310	Rents & Leases Equip	\$ -	\$ 10,710.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00
7320	Bldg/Field Leases & Rental	\$ 9,542.00				
7440	Sporting Goods	\$ 5,611.91	\$ 6,200.00	\$ 5,600.00	\$ 5,600.00	\$ 5,600.00
7460	Training Supplies	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ 190.84	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
7610	Uniform Allowance	\$ 33.75	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
7710	Conference&Seminar Staff	\$ 1,198.87	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
7730	Private Vehicle Mileage	\$ 933.33	\$ 392.00	\$ 237.00	\$ 237.00	\$ 237.00
7810	Utilities - Gas	\$ 411.87				
7820	Utilities - Water	\$ 720.03				
7910	Awards and Certificates	\$ 11,398.40	\$ 13,500.00	\$ 15,090.00	\$ 15,090.00	\$ 15,090.00
7930	Employee Morale	\$ -	\$ 250.00	\$ -	\$ -	\$ -
	Expense	\$ 82,199.78	\$ 39,132.00	\$ 39,494.00	\$ 39,494.00	\$ 39,494.00
Revenue Total		\$ 321,317.34	\$ 255,965.00	\$ 241,720.00	\$ 241,720.00	\$ 241,720.00
Expense Total		\$ 246,237.89	\$ 198,977.00	\$ 133,295.00	\$ 133,295.00	\$ 133,295.00
Grand Total		\$ 75,079.45	\$ 56,988.00	\$ 108,425.00	\$ 108,425.00	\$ 108,425.00

General Ledger
District Wide Budget Summary
Dept 320

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5510	Contract ClassesPublic Fees	\$ 173,369.85	\$ 199,719.00	\$ 191,266.00	\$ 191,266.00	\$ 191,266.00
5511	Public Fees	\$ 68,817.33	\$ 88,635.00	\$ 94,850.00	\$ 94,850.00	\$ 94,850.00
5570	Donations	\$ 30.00	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 253.56	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 242,470.74	\$ 288,354.00	\$ 286,116.00	\$ 286,116.00	\$ 286,116.00
	Expense					
6100	Full Time Salaries	\$ 55,626.46	\$ 61,004.00	\$ 95,517.00	\$ 95,517.00	\$ 95,517.00
6101	Overtime Salaries	\$ 1,504.32	\$ 1,000.00	\$ -	\$ -	\$ -
6108	Cell Phone Allowance	\$ 936.30	\$ 540.00	\$ -	\$ -	\$ -
6110	PartTime Salaries	\$ 58,624.01	\$ 98,934.00	\$ 78,252.00	\$ 78,252.00	\$ 78,252.00
6120	Retirement	\$ 9,260.73	\$ 12,600.00	\$ 15,114.00	\$ 15,114.00	\$ 15,114.00
6121	457 Pension	\$ 6,401.24	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00
6130	Employee Insurance	\$ 197.36	\$ 3,351.00	\$ 6,185.00	\$ 6,185.00	\$ 6,185.00
6140	Workers Compensation	\$ 3,022.28	\$ 6,348.00	\$ 4,379.00	\$ 4,379.00	\$ 4,379.00
	Personnel	\$ 135,572.70	\$ 190,177.00	\$ 205,847.00	\$ 205,847.00	\$ 205,847.00
6210	Telephone	\$ 105.83	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00
6340	Food Supplies	\$ 537.21	\$ 845.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6380	Medical Supplies	\$ -	\$ 650.00	\$ 850.00	\$ 850.00	\$ 850.00
6810	Memberships	\$ 256.18	\$ 360.00	\$ 925.00	\$ 925.00	\$ 925.00
6910	Office Supplies	\$ 191.80	\$ 300.00	\$ 250.00	\$ 250.00	\$ 250.00
6930	Advertising Expense	\$ 258.00	\$ -	\$ -	\$ -	\$ -
7120	Instructor Services	\$ 102,856.75	\$ 133,286.00	\$ 120,487.00	\$ 120,487.00	\$ 120,487.00
7180	Business Services	\$ 2,990.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00
7310	Rents & Leases Equip	\$ 520.00	\$ 800.00	\$ 500.00	\$ 500.00	\$ 500.00
7410	Event Supplies	\$ 4.99	\$ -	\$ -	\$ -	\$ -
7420	Supplies	\$ 436.68	\$ 1,000.00	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
7440	Sporting Goods	\$ 121.30	\$ 250.00	\$ 300.00	\$ 300.00	\$ 300.00
7450	Arts and Craft Supplies	\$ 995.21	\$ 900.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
7460	Training Supplies	\$ 140.00	\$ 500.00	\$ 795.00	\$ 795.00	\$ 795.00
7470	Camp Supplies	\$ 1,036.94	\$ 2,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7500	Small Tools	\$ 13.99	\$ -	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ 221.01	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7610	Uniform Allowance	\$ 377.07	\$ 850.00	\$ 850.00	\$ 850.00	\$ 850.00
7710	Conference&Seminar Staff	\$ 505.00	\$ -	\$ -	\$ -	\$ -
7720	Conference&Seminar Travel Exp	\$ 446.52	\$ -	\$ -	\$ -	\$ -
7730	Private Vehicle Mileage	\$ 386.04	\$ 491.00	\$ 800.00	\$ 800.00	\$ 800.00
7750	Buses/Excursions	\$ 4,006.78	\$ 5,500.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
7910	Awards and Certificates	\$ -	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
7930	Employee Morale	\$ -	\$ 250.00	\$ -	\$ -	\$ -
	Expense	\$ 116,407.30	\$ 154,602.00	\$ 145,977.00	\$ 145,977.00	\$ 145,977.00
Revenue Total		\$ 242,470.74	\$ 288,354.00	\$ 286,116.00	\$ 286,116.00	\$ 286,116.00
Expense Total		\$ 251,980.00	\$ 344,779.00	\$ 351,824.00	\$ 351,824.00	\$ 351,824.00
Grand Total		\$ (9,509.26)	\$ (56,425.00)	\$ (65,708.00)	\$ (65,708.00)	\$ (65,708.00)

General Ledger
District Wide Budget Summary
Dept 370

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5510	Contract ClassesPublic Fees	\$ 21,171.02	\$ 22,920.00	\$ 29,090.00	\$ 29,090.00	\$ 29,090.00
5511	Public Fees	\$ 69,590.21	\$ 56,136.00	\$ 61,100.00	\$ 61,100.00	\$ 61,100.00
5525	Vending Concessions	\$ 2,771.03	\$ 2,726.00	\$ 2,726.00	\$ 2,726.00	\$ 2,726.00
5530	Rental	\$ 15,125.00	\$ 7,345.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
5550	Dues	\$ 1,564.00	\$ 2,160.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
5570	Donations	\$ 4,056.45	\$ 600.00	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 3,168.63	\$ 1,995.00	\$ 3,270.00	\$ 3,270.00	\$ 3,270.00
5585	Incentive Income	\$ 273.52	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 117,719.86	\$ 93,882.00	\$ 110,186.00	\$ 110,186.00	\$ 110,186.00
	Expense					
6100	Full Time Salaries	\$ 126,330.49	\$ 122,997.00	\$ 92,389.00	\$ 92,389.00	\$ 92,389.00
6108	Cell Phone Allowance	\$ 1,145.88	\$ 1,140.00	\$ 390.00	\$ 390.00	\$ 390.00
6110	PartTime Salaries	\$ 22,191.82	\$ 30,180.00	\$ 29,854.00	\$ 29,854.00	\$ 29,854.00
6120	Retirement	\$ 20,411.31	\$ 21,033.00	\$ 15,619.00	\$ 15,619.00	\$ 15,619.00
6130	Employee Insurance	\$ 14,706.55	\$ 21,198.00	\$ 8,780.00	\$ 8,780.00	\$ 8,780.00
6140	Workers Compensation	\$ 3,778.19	\$ 5,500.00	\$ 3,081.00	\$ 3,081.00	\$ 3,081.00
	Personnel	\$ 188,564.24	\$ 202,048.00	\$ 150,113.00	\$ 150,113.00	\$ 150,113.00
6330	Kitchen Supplies	\$ 869.42	\$ 1,200.00	\$ 900.00	\$ 900.00	\$ 900.00
6340	Food Supplies	\$ 845.55	\$ 5,750.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00
6530	Office Equipment Maintenance	\$ -	\$ 200.00	\$ 600.00	\$ 600.00	\$ 600.00
6540	Computer Equip Maintenance	\$ 349.99	\$ -	\$ -	\$ -	\$ -
6810	Memberships	\$ 300.00	\$ 230.00	\$ 280.00	\$ 280.00	\$ 280.00
6910	Office Supplies	\$ 925.56	\$ 500.00	\$ 250.00	\$ 250.00	\$ 250.00
6920	Postage Expense	\$ 367.71	\$ 1,020.00	\$ 400.00	\$ 400.00	\$ 400.00
6930	Advertising Expense	\$ 92.00	\$ -	\$ -	\$ -	\$ -
6980	Minor Furn Fixture & Equip	\$ -	\$ 300.00	\$ -	\$ -	\$ -
7020	Fire & Safety Insp Fees	\$ 250.00	\$ 350.00	\$ -	\$ -	\$ -
7030	Permit & Licensing Fees	\$ -	\$ 950.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7120	Instructor Services	\$ 12,565.95	\$ 14,898.00	\$ 19,026.00	\$ 19,026.00	\$ 19,026.00
7180	Business Services	\$ -	\$ 350.00	\$ -	\$ -	\$ -
7210	Subscriptions	\$ 577.89	\$ 890.00	\$ 950.00	\$ 950.00	\$ 950.00
7310	Rents & Leases Equip	\$ 1,020.00	\$ 4,500.00	\$ -	\$ -	\$ -
7420	Supplies	\$ 68.27	\$ 300.00	\$ 125.00	\$ 125.00	\$ 125.00
7430	Bingo Supplies	\$ 8,086.63	\$ 8,500.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
7440	Sporting Goods	\$ 61.15	\$ 120.00	\$ -	\$ -	\$ -
7450	Arts and Craft Supplies	\$ 391.42	\$ 1,040.00	\$ 480.00	\$ 480.00	\$ 480.00
7460	Training Supplies	\$ -	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
7510	Safety Supplies	\$ 340.79	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
7610	Uniform Allowance	\$ 307.02	\$ 150.00	\$ 100.00	\$ 100.00	\$ 100.00
7710	Conference&Seminar Staff	\$ 425.00	\$ -	\$ -	\$ -	\$ -
7720	Conference&Seminar Travel Exp	\$ 450.05	\$ 82.00	\$ -	\$ -	\$ -
7730	Private Vehicle Mileage	\$ 64.05	\$ 98.00	\$ -	\$ -	\$ -
7750	Buses/Excursions	\$ 14,993.68	\$ 18,450.00	\$ 19,700.00	\$ 19,700.00	\$ 19,700.00
7910	Awards and Certificates	\$ -	\$ 175.00	\$ 625.00	\$ 625.00	\$ 625.00
7930	Employee Morale	\$ 10.71	\$ 250.00	\$ -	\$ -	\$ -
	Expense	\$ 43,362.84	\$ 60,853.00	\$ 66,186.00	\$ 66,186.00	\$ 66,186.00
Revenue Total		\$ 117,719.86	\$ 93,882.00	\$ 110,186.00	\$ 110,186.00	\$ 110,186.00
Expense Total		\$ 231,927.08	\$ 262,901.00	\$ 216,299.00	\$ 216,299.00	\$ 216,299.00
Grand Total		\$ (114,207.22)	\$ (169,019.00)	\$ (106,113.00)	\$ (106,113.00)	\$ (106,113.00)
Capital						
8420	Equip/Facility Replacement	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -
	Capital	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -

General Ledger
District Wide Budget Summary
Dept 410

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
Revenue						
5506	Park Patrol Citations	\$ 3,903.77	\$ 4,510.00	\$ 4,950.00	\$ 4,950.00	\$ 4,950.00
5507	Plan Check Fee	\$ -	\$ 100.00	\$ -	\$ -	\$ -
5510	Contract ClassesPublic Fees	\$ 2,915.00	\$ -	\$ -	\$ -	\$ -
5530	Rental	\$ 211,732.74	\$ 206,036.00	\$ 244,079.00	\$ 244,079.00	\$ 244,079.00
5535	Cell Tower Revenue	\$ 85,160.17	\$ 83,534.00	\$ 91,704.00	\$ 91,704.00	\$ 91,704.00
5540	Parking Fees	\$ 21,384.27	\$ 10,470.00	\$ 12,312.00	\$ 12,312.00	\$ 12,312.00
5545	Indemnity Revenue	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
5570	Donations	\$ 76,933.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
5575	Other/Purchase Discount Taken	\$ 34,401.20	\$ 19,600.00	\$ 19,325.00	\$ 19,325.00	\$ 19,325.00
5585	Incentive Income	\$ 217.21	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
5600	Reimbursement ROPS	\$ 159.00	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 437,806.36	\$ 394,550.00	\$ 442,670.00	\$ 442,670.00	\$ 442,670.00
Expense						
6100	Full Time Salaries	\$ 1,102,561.16	\$ 1,334,159.00	\$ 1,373,733.00	\$ 1,322,592.00	\$ 1,322,592.00
6101	Overtime Salaries	\$ 19,087.02	\$ 33,536.00	\$ 30,008.00	\$ 30,008.00	\$ 30,008.00
6105	Car Allowance	\$ 4,810.02	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
6108	Cell Phone Allowance	\$ 8,651.53	\$ 9,180.00	\$ 9,180.00	\$ 9,180.00	\$ 9,180.00
6110	PartTime Salaries	\$ 180,237.61	\$ 180,380.00	\$ 95,474.00	\$ 95,474.00	\$ 95,474.00
6120	Retirement	\$ 202,334.60	\$ 251,075.00	\$ 244,630.00	\$ 237,146.00	\$ 237,146.00
6121	457 Pension	\$ 1,046.04	\$ 1,045.00	\$ 1,045.00	\$ 1,045.00	\$ 1,045.00
6130	Employee Insurance	\$ 136,257.05	\$ 222,500.00	\$ 170,805.00	\$ 170,805.00	\$ 170,805.00
6140	Workers Compensation	\$ 107,537.08	\$ 161,495.00	\$ 140,109.00	\$ 140,109.00	\$ 140,109.00
	Personnel	\$ 1,762,522.11	\$ 2,198,170.00	\$ 2,069,784.00	\$ 2,011,159.00	\$ 2,011,159.00
6210	Telephone	\$ 1,032.51	\$ 1,320.00	\$ 1,760.00	\$ 1,760.00	\$ 1,760.00
6310	Pool Chemicals	\$ 5,808.65	\$ 12,000.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
6320	Janitorial Supplies	\$ 46,587.18	\$ 52,200.00	\$ 53,400.00	\$ 53,400.00	\$ 53,400.00
6350	Water Maint & Service	\$ 241.55	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00
6360	Laundry/Wash Service	\$ 144.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00
6510	Fuel	\$ 39,563.42	\$ 43,000.00	\$ 48,000.00	\$ 48,000.00	\$ 48,000.00
6520	Vehicle Maintenance	\$ 33,171.64	\$ 35,400.00	\$ 35,400.00	\$ 35,400.00	\$ 35,400.00
6610	Building Repair	\$ 60,591.10	\$ 96,200.00	\$ 91,000.00	\$ 91,000.00	\$ 91,000.00
6620	Bldg Equip Maint/Repair	\$ 29,911.63	\$ 20,760.00	\$ 10,240.00	\$ 10,240.00	\$ 10,240.00
6630	Improvements/Maintenance	\$ 41,292.47	\$ 24,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
6710	Grounds Maintenance	\$ 74,354.93	\$ 87,980.00	\$ 86,280.00	\$ 91,280.00	\$ 91,280.00
6719	Tree Care Assess	\$ 14,175.00	\$ 10,000.00	\$ -	\$ 28,000.00	\$ 28,000.00
6720	Contracted LS Services	\$ 650.94	\$ -	\$ -	\$ -	\$ -
6730	Contracted Pest Control	\$ 1,925.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
6740	Rubbish & Refuse	\$ 66,896.31	\$ 65,760.00	\$ 69,150.00	\$ 73,586.00	\$ 73,586.00
6750	Vandalism/Theft	\$ 453.77	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6810	Memberships	\$ 175.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
6910	Office Supplies	\$ 4,776.16	\$ 5,100.00	\$ 3,696.00	\$ 3,696.00	\$ 3,696.00
6930	Advertising Expense	\$ 993.38	\$ -	\$ -	\$ -	\$ -
6940	Printing Charges	\$ 1,534.79	\$ 2,700.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
6990	Comp Hardware/Software Exp	\$ 86.31	\$ -	\$ -	\$ -	\$ -
7020	Fire & Safety Insp Fees	\$ 1,990.10	\$ 2,075.00	\$ 2,525.00	\$ 2,525.00	\$ 2,525.00
7030	Permit & Licensing Fees	\$ 3,479.51	\$ 3,000.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
7040	State License Fee	\$ 341.25	\$ 400.00	\$ 800.00	\$ 800.00	\$ 800.00
7150	Security Services	\$ 2,187.50	\$ 2,700.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
7180	Business Services	\$ 3,602.48	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
7210	Subscriptions	\$ 942.90	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00
7310	Rents & Leases Equip	\$ 13,950.28	\$ 16,200.00	\$ 16,200.00	\$ 16,200.00	\$ 16,200.00
7440	Sporting Goods	\$ 2,546.51	\$ 2,016.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
7500	Small Tools	\$ 6,326.93	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
7510	Safety Supplies	\$ 763.12	\$ -	\$ -	\$ -	\$ -
7610	Uniform Allowance	\$ 6,129.91	\$ 7,650.00	\$ 7,900.00	\$ 7,900.00	\$ 7,900.00
7620	Safety Clothing	\$ 3,523.61	\$ 6,054.00	\$ 6,054.00	\$ 6,054.00	\$ 6,054.00
7710	Conference&Seminar Staff	\$ 4,086.56	\$ 3,150.00	\$ 7,550.00	\$ 7,550.00	\$ 7,550.00
7720	Conference&Seminar Travel Exp	\$ 655.24	\$ 331.00	\$ 1,424.00	\$ 1,424.00	\$ 1,424.00
7760	Tuition/Book Reimbursement	\$ 287.47	\$ -	\$ -	\$ -	\$ -

General Ledger
District Wide Budget Summary
Dept 410

Account	Description	Two Year Prior Actual	One Year Prior Budget	Requested	Proposed	Approved
7810	Utilities Gas	\$ 23,427.82	\$ 27,488.00	\$ 26,283.00	\$ 26,283.00	\$ 26,283.00
7820	Utilities Water	\$ 767,248.71	\$ 816,188.00	\$ 825,373.00	\$ 825,373.00	\$ 825,373.00
7830	Utilities Electric	\$ 216,891.67	\$ 237,062.00	\$ 240,864.00	\$ 240,864.00	\$ 240,864.00
7840	Airport Assessment Exp	\$ 10,583.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7910	Awards and Certificates	\$ -	\$ -	\$ -	\$ -	\$ -
7920	Meals for Staff Training	\$ 200.76	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7930	Employee Morale	\$ -	\$ 500.00	\$ -	\$ -	\$ -
	Expense	\$ 1,493,531.07	\$ 1,607,474.00	\$ 1,608,539.00	\$ 1,645,975.00	\$ 1,645,975.00
Revenue Total		\$ 437,806.36	\$ 394,550.00	\$ 442,670.00	\$ 442,670.00	\$ 442,670.00
Expense Total		\$ 3,256,053.18	\$ 3,805,644.00	\$ 3,678,323.00	\$ 3,657,134.00	\$ 3,657,134.00
Grand Total		\$ (2,818,246.82)	\$ (3,411,094.00)	\$ (3,235,653.00)	\$ (3,214,464.00)	\$ (3,214,464.00)
8400	Capital	\$ 610.96	\$ -	\$ 340,000.00	\$ 350,000.00	\$ 400,000.00
8420	Equip/Facility Replacement	\$ 33,358.52	\$ -	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00
8423	Bob Kildee Parking Lot	\$ 166,295.00	\$ -	\$ -	\$ -	\$ -
8424	PV Fields Parking Lot	\$ 14,624.00	\$ -	\$ -	\$ -	\$ -
8425	Hardwalls GM/HR Offices	\$ 15,528.45	\$ -	\$ -	\$ -	\$ -
8426	Charter Oak Windrow	\$ 11,025.00	\$ -	\$ -	\$ -	\$ -
8427	Cam Grove Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ -
8429	Bob Kildee PoomPlay	\$ 17,600.00	\$ -	\$ -	\$ -	\$ -
8430	Cam Grve Dog PkArtificial Turf	\$ 19,312.93	\$ -	\$ -	\$ -	\$ -
8431	Shop DriveWay	\$ 33,347.18	\$ -	\$ -	\$ -	\$ -
8432	Freedom Pk Baseball Flds Desig	\$ 17,650.41	\$ -	\$ -	\$ -	\$ -
8433	Aquatics Tankless Wtr Heaters	\$ 21,514.22	\$ -	\$ -	\$ -	\$ -
8434	Auditorium Patio	\$ 12,393.08	\$ -	\$ -	\$ -	\$ -
8435	Auditorium Restroom Remodel	\$ 28,342.52	\$ -	\$ -	\$ -	\$ -
8436	Springville Dog Park Wall	\$ 6,700.00	\$ 84,993.00	\$ -	\$ -	\$ -
8437	Bob Kildee Pavilion Replacemen	\$ 52,689.00	\$ -	\$ -	\$ -	\$ -
8438	Mission Oaks Roof	\$ 17,866.00	\$ -	\$ -	\$ -	\$ -
8439	Auditorium Ducting/Replacement	\$ 22,275.00	\$ -	\$ -	\$ -	\$ -
8440	Office Design/Carpet/Server	\$ 27,913.41	\$ -	\$ -	\$ -	\$ -
8441	Admin Bldg Roofs #6,#7,Admin	\$ 133,091.00	\$ -	\$ -	\$ -	\$ -
8442	Park Sign Project	\$ -	\$ -	\$ -	\$ -	\$ -
8443	Pickle Ball CtsPaint/Repair	\$ 51,510.73	\$ -	\$ -	\$ -	\$ -
8444	Valle Lindo Restroom/Pavilion	\$ -	\$ -	\$ -	\$ -	\$ -
8445	Nancy Bush Park Playground	\$ -	\$ -	\$ -	\$ -	\$ -
8446	Nancy Bush ParkPicnic Area	\$ -	\$ -	\$ -	\$ -	\$ -
8447	Nancy Bush ParkPavilion	\$ -	\$ -	\$ -	\$ -	\$ -
8448	Pool Plaster/Fiberglass Resurf	\$ -	\$ 161,615.00	\$ -	\$ -	\$ -
8449	Pool Slide Metal Support	\$ -	\$ 56,070.00	\$ -	\$ -	\$ -
8450	Bob Kildee Restroom Roof	\$ -	\$ 15,613.00	\$ -	\$ -	\$ -
8451	Freedom RR/Concession Roof	\$ -	\$ 23,460.00	\$ -	\$ -	\$ -
8452	Charter Oak Tree Windrow	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
8453	PV Fields Painting Phase I	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
8454	Comm Ctr Exterior Restrooms	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -
8455	Bob Kildee Irrigation Pump	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
8456	Mtr EnclosurEncnt,Fhill,Adolf	\$ -	\$ 24,000.00	\$ -	\$ -	\$ -
8457	Ameill Rnch Park Picnic Area	\$ -	\$ 25,400.00	\$ -	\$ -	\$ -
8458	Pitts Ranch Park Pavilion	\$ -	\$ 82,030.00	\$ -	\$ -	\$ -
8459	Freedom Baseball Fields	\$ -	\$ -	\$ -	\$ -	\$ -
8460	Mel Vincent Park Restrooms	\$ -	\$ -	\$ -	\$ -	\$ -
8461	Nancy Bush Slab I	\$ -	\$ -	\$ -	\$ -	\$ -
8462	Bob Kildee Irrigation Meter	\$ -	\$ -	\$ -	\$ -	\$ -
	LPA Architects CC/Gym/Sr Ctr	\$ -	\$ 228,538.00	\$ -	\$ -	\$ -
	Capital	\$ 703,647.41	\$ 776,719.00	\$ 404,000.00	\$ 414,000.00	\$ 464,000.00

**General Ledger
District Wide Budget Summary
Dept 503**

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5510	Contract ClassesPublic Fees	\$ 1,085.50	\$ -			
5511	Public Fees	\$ 9,727.70	\$ 14,950.00	\$ 37,550.00	\$ 37,550.00	\$ 37,550.00
5555	Activity Guide Revenue	\$ 11,274.50	\$ 16,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
5561	Special Event	\$ -	\$ 11,000.00	\$ -	\$ -	\$ -
5563	Staffing Cost Recovery	\$ 3,759.30	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
5564	Special Event Permits	\$ 403.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5570	Donations	\$ 4,499.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
5573	Scholarships	\$ 4.00	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 275.00	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 31,028.00	\$ 67,950.00	\$ 81,550.00	\$ 81,550.00	\$ 81,550.00
6100	Full Time Salaries	\$ 127,920.26	\$ 147,363.00	\$ 276,797.00	\$ 276,797.00	\$ 276,797.00
6101	Overtime Salaries	\$ 249.48	\$ 1,000.00	\$ -	\$ -	\$ -
6108	Cell Phone Allowance	\$ 575.39	\$ 780.00	\$ 1,560.00	\$ 1,560.00	\$ 1,560.00
6110	PartTime Salaries	\$ 24,333.12	\$ 39,747.00	\$ 36,200.00	\$ 36,200.00	\$ 36,200.00
6120	Retirement	\$ 19,983.30	\$ 23,517.00	\$ 44,457.00	\$ 44,457.00	\$ 44,457.00
6130	Employee Insurance	\$ 13,316.49	\$ 19,055.00	\$ 31,902.00	\$ 31,902.00	\$ 31,902.00
6140	Workers Compensation	\$ 2,707.66	\$ 7,054.00	\$ 7,888.00	\$ 7,888.00	\$ 7,888.00
	Personnel	\$ 189,085.70	\$ 238,516.00	\$ 398,804.00	\$ 398,804.00	\$ 398,804.00
6330	Kitchen Supplies	\$ -	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
6340	Food Supplies	\$ 1,811.39	\$ 3,500.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00
6360	Laundry/Wash Service	\$ 212.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 500.00
6530	Office Equipment Maintenance	\$ 177.59	\$ -	\$ -	\$ -	\$ -
6740	Rubbish & Refuse	\$ -	\$ -	\$ -	\$ -	\$ -
6810	Memberships	\$ 145.00	\$ 100.00	\$ 850.00	\$ 850.00	\$ 850.00
6910	Office Supplies	\$ 2,991.55	\$ 9,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
6920	Postage Expense	\$ 24,235.78	\$ 20,300.00	\$ 18,540.00	\$ 18,540.00	\$ 18,540.00
6930	Advertising Expense	\$ 8,379.96	\$ 10,500.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
7020	Fire & Safety Insp Fees	\$ -	\$ 1,500.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
7030	Permit & Licensing Fees	\$ 3,369.78	\$ 7,200.00	\$ 8,430.00	\$ 8,430.00	\$ 8,430.00
7100	Professional Services	\$ 400.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
7115	Typeset and Print Services	\$ 47,771.73	\$ 45,000.00	\$ 39,500.00	\$ 39,500.00	\$ 39,500.00
7140	Medical & Health Svcs (HR)	\$ -	\$ -	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
7150	Security Services	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7160	Entertainment Services	\$ 1,337.53	\$ 4,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
7180	Business Services	\$ 460.00	\$ 7,500.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00
7300	Rents and Leases	\$ 2,413.28	\$ -	\$ -	\$ -	\$ -
7310	Rents & Leases Equip	\$ 4,637.38	\$ 8,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
7320	Bldg/Field Leases & Rental	\$ 65.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00
7420	Supplies	\$ 4,789.69	\$ 4,000.00	\$ 7,475.00	\$ 7,475.00	\$ 7,475.00
7450	Arts and Craft Supplies	\$ 2,039.05	\$ -	\$ -	\$ -	\$ -
7510	Safety Supplies	\$ -	\$ 300.00	\$ 150.00	\$ 150.00	\$ 150.00
7610	Uniform Allowance	\$ 613.28	\$ 950.00	\$ 600.00	\$ 600.00	\$ 600.00
7710	Conference&Seminar Staff	\$ 1,932.28	\$ 7,200.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
7720	Conference&Seminar Travel Exp	\$ 1,311.87	\$ 5,100.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
7730	Private Vehicle Mileage	\$ 491.24	\$ 676.00	\$ 1,682.00	\$ 1,682.00	\$ 1,682.00
7740	Transportation Charges	\$ -	\$ 300.00	\$ -	\$ -	\$ -
7760	Tuition/Book Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -
7910	Awards and Certificates	\$ 72.86	\$ 880.00	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
7920	Meals for Staff Training	\$ 28.28	\$ 500.00	\$ -	\$ -	\$ -
7930	Employee Morale	\$ 154.95	\$ 250.00	\$ -	\$ -	\$ -
	Expense	\$ 109,841.47	\$ 138,776.00	\$ 145,897.00	\$ 145,897.00	\$ 145,897.00
Revenue Total		\$ 31,028.00	\$ 67,950.00	\$ 81,550.00	\$ 81,550.00	\$ 81,550.00
Expense Total		\$ 298,927.17	\$ 377,292.00	\$ 544,701.00	\$ 544,701.00	\$ 544,701.00
Grand Total		\$ (267,899.17)	\$ (309,342.00)	\$ (463,151.00)	\$ (463,151.00)	\$ (463,151.00)

General Ledger
District Wide Budget Summary
Dept 505

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5530	Rental	\$ 3,960.00	\$ 5,000.00	\$ -	\$ -	\$ -
5565	Gain/(Loss) LAIF Investments	\$ 4,001.33	\$ -	\$ -	\$ -	\$ -
5575	Other/Purchase Discount Taken	\$ 41,888.32	\$ 43,020.00	\$ 45,420.00	\$ 45,420.00	\$ 45,420.00
5576	Credit Card Processing Fee	\$ 75.00	\$ -	\$ -	\$ -	\$ -
5580	Cash Over/Under	\$ 165.00	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 50,089.65	\$ 48,020.00	\$ 45,420.00	\$ 45,420.00	\$ 45,420.00
	Expense					
6100	Full Time Salaries	\$ 557,068.77	\$ 578,810.00	\$ 671,391.00	\$ 722,531.00	\$ 722,531.00
6101	Overtime Salaries	\$ 1,530.27	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
6105	Car Allowance	\$ 6,011.17	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
6108	Cell Phone Allowance	\$ 1,863.08	\$ 2,340.00	\$ 3,120.00	\$ 3,120.00	\$ 3,120.00
6110	PartTime Salaries	\$ 59,994.70	\$ 96,169.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
6120	Retirement	\$ 88,953.05	\$ 98,340.00	\$ 104,521.00	\$ 112,006.00	\$ 112,006.00
6130	Employee Insurance	\$ 51,767.65	\$ 74,274.00	\$ 68,469.00	\$ 68,469.00	\$ 68,469.00
6140	Workers Compensation	\$ 6,672.46	\$ 15,452.00	\$ 7,277.00	\$ 7,277.00	\$ 7,277.00
6150	Unemployment Insurance	\$ 1,782.00	\$ 2,200.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
6160	Loan Pension Obligation	\$ 54,815.59	\$ 243,610.00	\$ 250,532.00	\$ 250,532.00	\$ 250,532.00
6170	PERS Unfunded Liability	\$ 245,195.00	\$ 318,714.00	\$ 348,560.00	\$ 348,560.00	\$ 348,560.00
	Personnel	\$ 1,075,653.74	\$ 1,438,909.00	\$ 1,503,370.00	\$ 1,561,995.00	\$ 1,561,995.00
6210	Telephone	\$ 11,343.32	\$ 9,936.00	\$ 14,316.00	\$ 14,316.00	\$ 14,316.00
6220	Internet Services	\$ 23,770.61	\$ 54,758.00	\$ 26,724.00	\$ 26,724.00	\$ 26,724.00
6230	IT/Hardware	\$ -	\$ -	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
6240	Computer Hardware/Software	\$ -	\$ -	\$ 25,264.00	\$ 25,264.00	\$ 25,264.00
6350	Water Maint & Service	\$ 727.97	\$ 600.00	\$ 696.00	\$ 696.00	\$ 696.00
6410	Insurance Liability	\$ 97,943.00	\$ 111,732.00	\$ 143,930.00	\$ 143,930.00	\$ 143,930.00
6540	Computer Equip Maintenance	\$ 1,625.06	\$ 2,400.00	\$ -	\$ -	\$ -
6725	Park Signage (Branding)	\$ 40,605.71	\$ 15,000.00	\$ -	\$ -	\$ -
6810	Memberships	\$ 11,267.00	\$ 12,780.00	\$ 13,130.00	\$ 13,130.00	\$ 13,130.00
6900	Office Expense	\$ 14.99	\$ -	\$ -	\$ -	\$ -
6910	Office Supplies	\$ 11,078.49	\$ 12,034.00	\$ 16,475.00	\$ 16,475.00	\$ 16,475.00
6920	Postage Expense	\$ 4,417.55	\$ 5,380.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
6930	Advertising Expense	\$ 335.00	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00	\$ 1,740.00
6940	Printing Charges	\$ 11,029.65	\$ 11,348.00	\$ 11,798.00	\$ 11,798.00	\$ 11,798.00
6950	ActiveNet Charges	\$ 59,645.28	\$ 55,758.00	\$ 61,209.00	\$ 61,209.00	\$ 61,209.00
6960	Approp Redev/Collection Fees	\$ 374,062.83	\$ 399,740.00	\$ 459,269.00	\$ 459,455.00	\$ 459,455.00
6980	Minor Furn Fixture & Equip	\$ 1,033.76	\$ 1,233.00	\$ 1,233.00	\$ 1,233.00	\$ 1,233.00
6990	Comp Hardware/Software Exp	\$ 11,303.48	\$ 13,264.00	\$ -	\$ -	\$ -
7010	Fingerprint Fees (HR)	\$ 2,116.90	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00	\$ 2,440.00
7110	Legal Services	\$ 48,835.89	\$ 69,150.00	\$ 78,000.00	\$ 78,000.00	\$ 78,000.00
7120	Instructor Services	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7125	PERS Admin Fees	\$ 1,361.59	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
7130	Audit Services	\$ 17,800.00	\$ 17,260.00	\$ 20,175.00	\$ 20,175.00	\$ 20,175.00
7140	Medical & Health Svcs (HR)	\$ 3,780.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
7150	Security Services	\$ 4,230.10	\$ 2,700.00	\$ 2,700.00	\$ 6,730.00	\$ 6,730.00
7160	Entertainment Services	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
7180	Business Services	\$ 51,394.87	\$ 69,050.00	\$ 43,188.00	\$ 43,188.00	\$ 43,188.00
7210	Subscriptions	\$ 2,064.22	\$ 3,138.00	\$ 3,282.00	\$ 3,282.00	\$ 3,282.00
7460	Training Supplies	\$ -	\$ 800.00	\$ 555.00	\$ 555.00	\$ 555.00
7510	Safety Supplies	\$ 286.91	\$ 600.00	\$ 605.00	\$ 605.00	\$ 605.00
7600	Special Department Expense	\$ -	\$ -	\$ -	\$ -	\$ -
7610	Uniform Allowance	\$ 74.38	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
7710	Conference&Seminar Staff	\$ 9,574.40	\$ 11,305.00	\$ 10,410.00	\$ 10,410.00	\$ 10,410.00
7715	Conference&Seminar Board	\$ 972.97	\$ 2,280.00	\$ 4,450.00	\$ 4,450.00	\$ 4,450.00
7720	Conference&Seminar Travel Exp	\$ 1,199.80	\$ 6,130.00	\$ 5,693.00	\$ 5,693.00	\$ 5,693.00
7725	Out of Town Travel Board	\$ 2,209.63	\$ 7,085.00	\$ 6,556.00	\$ 6,556.00	\$ 6,556.00
7730	Private Vehicle Mileage	\$ 519.48	\$ 454.00	\$ 663.00	\$ 663.00	\$ 663.00
7740	Transportation Charges	\$ 316.63	\$ 810.00	\$ -	\$ -	\$ -
7910	Awards and Certificates	\$ 386.71	\$ 910.00	\$ 910.00	\$ 910.00	\$ 910.00
7920	Meals for Staff Training	\$ 2,008.16	\$ 1,810.00	\$ 2,110.00	\$ 2,110.00	\$ 2,110.00
7930	Employee Morale	\$ 430.01	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00

General Ledger
District Wide Budget Summary
Dept 505

Account	Description	Two Year Prior Actual	One Year Prior Budget	Requested	Proposed	Approved
7970	Reserve Vehicle Fleet		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
7971	Reserve Computer Fleet		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
7972	Designaated Project					
7973	Reserve Dry Period		\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
7975	Reserve Repair/Oper/Admin	\$ -	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
	Expense	\$ 809,766.35	\$ 1,050,175.00	\$ 1,100,571.00	\$ 1,104,787.00	\$ 1,104,787.00
Revenue Total		\$ 50,089.65	\$ 48,020.00	\$ 45,420.00	\$ 45,420.00	\$ 45,420.00
Expense Total		\$ 1,885,420.09	\$ 2,489,084.00	\$ 2,603,941.00	\$ 2,666,782.00	\$ 2,666,782.00
Grand Total		\$ (1,835,330.44)	\$ (2,441,064.00)	\$ (2,558,521.00)	\$ (2,621,362.00)	\$ (2,621,362.00)

General Ledger
District Wide Budget Summary
Dept 520

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5573	Grant - HCF	\$ 16,500.00				
	Revenue	\$ 16,500.00	\$ -	\$ -	\$ -	\$ -
	Expense					
7100	Professional Services	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
	Expense	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Revenue Total		\$ 16,500.00	\$ -	\$ -	\$ -	\$ -
Expense Total		\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Grand Total		\$ 16,500.00	\$ -	\$ (15,000.00)	\$ (15,000.00)	\$ (15,000.00)

General Ledger
District Wide Budget Summary
Fund 20

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
5310	Interest Earnings	\$ 1,007.15	\$ 275.00	\$ 1,078.00	\$ 1,078.00	\$ 1,078.00
5500	Assessment Revenue	\$ 1,067,075.27	\$ 1,108,778.00	\$ 1,150,444.00	\$ 1,150,444.00	\$ 1,150,444.00
	Revenue	\$ 1,068,082.42	\$ 1,109,053.00	\$ 1,151,522.00	\$ 1,151,522.00	\$ 1,151,522.00
	Expense					
6100	Full Time Salaries	\$ 57,413.28	\$ 21,232.00	\$ 21,093.00	\$ 21,093.00	\$ 21,093.00
6120	Retirement	\$ 9,934.74	\$ 3,752.00	\$ 3,896.00	\$ 3,896.00	\$ 3,896.00
6130	Employee Insurance	\$ 9,146.53	\$ 3,707.00	\$ 3,025.00	\$ 3,025.00	\$ 3,025.00
6140	Workers Compensation	\$ 5,810.22	\$ 2,026.00	\$ 2,120.00	\$ 2,120.00	\$ 2,120.00
	Personnel	\$ 82,304.77	\$ 30,717.00	\$ 30,134.00	\$ 30,134.00	\$ 30,134.00
6709	Incidental Costs Assess	\$ 15,426.15	\$ 31,660.00	\$ 33,346.00	\$ 33,346.00	\$ 33,346.00
6719	Tree Care Assess	\$ 35,985.50	\$ 30,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
6720	Contracted LS Services	\$ 431,822.42	\$ 473,568.00	\$ 489,568.00	\$ 489,568.00	\$ 489,568.00
6722	Park Amenities Assess	\$ 32,565.02	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
6950	ActiveNet Charges	\$ 54.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
6960	Approp Redev/Collection Fees	\$ -	\$ 7,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
7950	COP Debt PV Fields	\$ 247,859.38	\$ 511,409.00	\$ 517,434.00	\$ 517,434.00	\$ 517,434.00
	Expense	\$ 763,712.47	\$ 1,074,197.00	\$ 1,113,408.00	\$ 1,118,408.00	\$ 1,118,408.00
	Revenue Total	\$ 1,068,082.42	\$ 1,109,053.00	\$ 1,151,522.00	\$ 1,151,522.00	\$ 1,151,522.00
	Expense Total	\$ 846,017.24	\$ 1,104,914.00	\$ 1,143,542.00	\$ 1,148,542.00	\$ 1,148,542.00
	Grand Total	\$ 222,065.18	\$ 4,139.00	\$ 7,980.00	\$ 2,980.00	\$ 2,980.00

General Ledger
District Wide Budget Summary
Fund 30

Account	Description	Two Year Prior Actual 17-18	One Year Prior Budget 18-19	Requested 19-20	Proposed 19-20	Approved 19-20
	Revenue					
5310	Interest Earnings	\$ 55,684.52	\$ 23,600.00	\$ 43,900.00	\$ 43,900.00	\$ 43,900.00
5320	MBS Interest Earnings	\$ 15,238.89	\$ -	\$ -	\$ -	\$ -
5400	Park Dedication Fees	\$ 118,003.64	\$ -	\$ -	\$ -	\$ -
	Revenue	\$ 188,927.05	\$ 23,600.00	\$ 43,900.00	\$ 43,900.00	\$ 43,900.00
	Expense					
6950	ActiveNet Charges	\$ 30.00	\$ -	\$ -	\$ -	\$ -
	Expense	\$ 30.00	\$ -	\$ -	\$ -	\$ -
8400	Capital			\$ 1,450,000.00	\$ 500,000.00	\$ 500,000.00
8444	Valle Lindo Restroom/Pavilion	\$ -	\$ 425,000.00	\$ -	\$ -	\$ -
8445	Nancy Bush Park Playground	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -
8446	Nancy Bush Park Picnic Area	\$ -	\$ 45,600.00	\$ -	\$ -	\$ -
8447	Nancy Bush Park Pavilion	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -
8459	Freedom Baseball Fields	\$ -	\$ 1,100,000.00	\$ -	\$ -	\$ -
8460	Mel Vincent Park Restrooms	\$ -	\$ 110,000.00	\$ -	\$ -	\$ -
8461	Nancy Bush Slab I	\$ -	\$ -	\$ -	\$ -	\$ -
	Capital	\$ 30.00	\$ 1,995,600.00	\$ 1,450,000.00	\$ 500,000.00	\$ 500,000.00
Revenue Total		\$ 188,927.05	\$ 23,600.00	\$ 43,900.00	\$ 43,900.00	\$ 43,900.00
Expense Total		\$ 30.00	\$ 1,995,600.00	\$ -	\$ -	\$ -
Grand Total		\$ 188,897.05	\$ 1,972,000.00	\$ 43,900.00	\$ 43,900.00	\$ 43,900.00

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Bob Cerasuolo, Park Services Manager

DATE: June 5, 2019

**SUBJECT: CONSIDERATION AND APPROVAL OF BID AWARD
FOR THE PRE-FABRICATED RESTROOMS
FACILITIES AT MEL VINCENT PARK TO PUBLIC
RESTROOM COMPANY**

SUMMARY

Mel Vincent Park was built by Comstock Homes as part of the developer requirements for the first phase of the Springville Housing Development. As part of the 2018-2019 budget process, the Board provided staff with direction to investigate the cost, location, as well as the possible design of a restroom facility to be located at Mel Vincent Park due to park usage.

BACKGROUND

During the development of the 2018-2019 budget process, the Board requested staff to explore options to add a pre-fabricated restroom at Mel Vincent Park. The park was constructed by Comstock Stock Homes in 2017 and then was dedicated to the Pleasant Valley Recreation and Park District as part of the developer's requirements within the Springville Phase I project.

This park was opened in the spring of 2017 as a five (5) acre park. It was designed with amenities that could reach all ages - a pavilion which holds 30 people, four (4) individual picnic tables, two (2) playgrounds for various age groups, an outdoor fitness area with four (4) fitness machines, two (2) sand volleyball courts, a walking path, a circular basketball court with four (4) hoops, a drinking fountain and two (2) acres of open space. During the construction phase of the park, staff requested the developer to add the utilities for a future restroom building if the need arose. The location of the utilities and connections lies between the parking lot and the basketball courts on the western edge of the park. As already stated, Mel Vincent Park has a multitude of amenities which encourages visitors to stay in the park for longer periods of times. It is used heavily, but the park lacks a nearby public restroom.

At the January 2, 2019 Board meeting, staff presented two options for the pre-fabricated restroom building and the Board decided on option #2. The building will be an 8-foot by 18-foot structure with two single restroom stalls each having a toilet and sink along with the plumbing chase.

The District would be responsible for all city fees, compaction tests and ensuring the utilities are stubbed and operational at the site of install.

On April 3, 2019 the Board approved the specifications for the pre-fabricated restroom facility and authorized the General Manager to initiate the public bidding process. A Request for Proposals (RFP) was sent out on April 8, 2019. There was no job walk on this project as it is a pre-fabricated

building and bids closed on May 8, 2019 with only one bid being received. There were other inquiries however, no other vendor submitted bids to meet specifications.

ANALYSIS

One of the added benefits of adding a restroom to this park is the potential to recover a small portion of the costs of the restroom and increase the rentability of the pavilion. When patrons are examining places to rent for birthday parties and family picnics, two key components when choosing a location are pavilions which have shade as well as restrooms. Since the park's opening in the spring of 2017, it has generated a nominal amount of revenue for the rental of the pavilion.

The prefabricated restroom building specialist will provide the District or the general contractor final building design, architectural drawings, and engineering calculations under the responsibility of a licensed structural engineer, in compliance with all local, state and federal codes. The design/build supplier shall construct the building offsite as a permanently relocatable building, transport it to the final required destination, and install the building turnkey which will be located on a 10' x 20' concrete pad. The District will be responsible to place utilities within six (6) feet of the building as well as ensure the pad is compacted to City codes.

Once this project is approved it will take the vendor approximately 2 months to build, ship and install.

FISCAL IMPACT

Funding for this project will come from the FY 2018-2019 Quimby Funds. Funding of \$135,000 was allocated for this project with the bid at one hundred twenty-seven thousand, two hundred twenty-seven dollars (\$127,227). It will cost the District \$4,500 for permitting fees, soils test and utility costs for a total cost of \$131,727. The District's Quimby Funds currently has sufficient funds of five million, six hundred ninety-eight thousand, six hundred-forty dollars (\$5,698,640) to pay for this project.

RECOMMENDATION

It is recommended the Board approve and authorize the General Manager to enter into an agreement with Public Restroom Company for the portable restroom building located at Mel Vincent Park.

ATTACHMENTS

- 1) Site Map (1 page)
- 2) Bid Sheet (2 pages)
- 3) Contract (11 pages)



PLEASANT VALLEY RECREATION & PARK DISTRICT

**MEL VINCENT PRE-FABRICATED RESTROOM PROJECT
SPEC NO. MV-1**

BID SCHEDULE

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT COST	TOTAL ITEM AMOUNT	NOTE
1.	Pre-Fabricated Restroom Building	1	EA	\$127,227	\$127,227	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT COST	TOTAL ITEM AMOUNT	NOTE
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
TOTAL BID AMOUNT IN FIGURES					\$ 127,227	
TOTAL BID AMOUNT IN WORDS _____						
One hundred twenty-seven thousand two hundred twenty-seven dollars						

The Public Restroom Company, Charles E. Kaufman IV, Vice President
Bidder Name

Charles E. Kaufman IV
Signature of Bidder

Dated 1/27/19

CONTRACT FOR PUBLIC RESTROOM AGREEMENT

PLEASANT VALLEY RECREATION & PARK DISTRICT

1605 E. Burnley Street

Camarillo, CA 93010

Telephone (805) 482-1996 - FAX (805) 482-3468

Important terms of this **Construction Work** ("Agreement") are printed on the following pages. For your protection, make sure that you read and understand all provisions before signing. The terms and conditions are incorporated in this document and will constitute a part of the contract between the parties when signed.

TO: Public Restroom Company
2587 Business Parkway
Minden, Nevada 89423

DATE: 6/05/19

Pleasant Valley Recreation & Park District ("District") retains Contractor, and Contractor agrees to perform the following work (the "work") per its attached proposal (incorporated herein) dated 6/05/2019. In the event of any conflict between the terms of Contractor's proposal, the terms of this agreement shall govern.

DESCRIPTION OF WORK

Vendor will deliver and install a pre-fab restroom building and hook up all utilities that will be stubbed up by others.

Contract price: \$127,227.00

(Time and Materials) (Maximum Not-to-Exceed)

Completion date/Working Days Allowed: 60 working days

Instructions: Please sign and return both originals along with appropriate insurance documentation. Upon acceptance by District a copy will be signed and promptly returned to you. Insert below the names of your authorized on-site representatives.

District:
Pleasant Valley Recreation and Park District
1605 E. Burnley St.
Camarillo, CA 93010

Contractor:
Public Restroom Company
2587 Business Parkway
Minden, Nevada 89423

By: _____
Mary Otten
General Manager

By: _____
Name:
Title:

ATTEST: _____
Anthony Miller
Clerk of Board

By: _____
Name:
Title:

DRAFT

**PLEASANT VALLEY RECREATION & PARK DISTRICT
PUBLIC RESTROOM COMPANY
TERMS AND CONDITIONS**

Scope of Construction Work - Contractor shall diligently undertake and perform the construction work described in its proposal referenced above. District reserves the right in its discretion to award work outside the scope of Contractor's proposal to other contractors. Contractor represents and warrants that it, and applicable subcontractors, currently possesses the contractor's license(s) **CSLB 8229666 B** is required by the State of California for performance of the type of work to be undertaken pursuant to this Agreement. At all times during the term of this Agreement, Contractor shall maintain in good standing such license(s) with the State of California. This contract prohibits work by contractors or subcontractors who are ineligible under [Lab C §§1777.1 and 1777.7](#).

The District will compensate the Contractor for utilities relocation work not shown on the District's plans and agrees that liquidated damages shall not be imposed for any delay caused by the District's or a public utility's failure to provide for removal or relocation of utility facilities.

Term of Agreement - All work to be done under this contract shall be completed within **Sixty (60) consecutive working days**, exclusive of maintenance periods, beginning on the date stipulated in the written Notice to Proceed issued by the Project Manager. Unless otherwise earlier terminated as specified elsewhere herein, this Agreement shall commence on the date first set forth above and shall expire on the completion date set forth above.

Liquidated Damages in the amount of \$200/day will apply to this project.

Authorized Representatives - Contractor shall not accept direction or orders from any person other than the District's General Manager or any District authorized representative(s) listed on the signature page hereto.

Payment Terms - District shall pay compensation to Contractor on a time and material reimbursement basis for a maximum not-to-exceed amount of One Hundred Twenty Seven Thousand Two Hundred Twenty Seven Dollars (\$127,227.00) in accordance with Contractor's proposal referenced above. District shall pay Contractor within thirty (30) days after receipt of an undisputed and properly submitted payment request from the contractor, with the exception of any disputed amount(s) which may be withheld until resolution of the dispute, or the District will pay Contractor interest at the legal rate on any delayed progress payment. Any payment request not to be a proper payment request suitable for payment shall be returned to Contractor as soon within 7 days of receipt with a document stating in writing the reasons why the payment request is not proper. No payment made pursuant to this Agreement shall be conclusive evidence of Contractor's performance of the Agreement, either wholly or in part, and no payment shall be construed to be an acceptance of Contractor's work.

Changes to Work, Method, Cost, etc. - Any change in the scope of work, method of performance, nature of materials or price thereof, or any other matter materially affecting the performance or nature of the work, will not be paid for or accepted by District unless such change, deletion or addition is

approved in advance, in writing, or by a supplemental or amended change order executed by District's General Manager or authorized representative listed hereto.

Prevailing Wages Requirements - In entering into a public works contract, or a subcontract, to supply goods, services, or materials pursuant to a public works contract, the Contractor and all subcontractors agree to follow the State Labor standards, and federal standards when applicable. State Labor standards provisions, including prevailing wage requirements, will be enforced and the general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to undertake all work contemplated in this Agreement. Contractor and all subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement). The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>). The prevailing rate of per diem wages are on file at the Pleasant Valley Recreation & Park District, Department of Parks, 1605 E. Burnley Street, Camarillo, CA 93010, will be posted at the job site, and are available to any interested party on request. Contractor shall comply with all statutory requirements relating to certified copies of payroll records, including maintenance of the records, their certification, and their availability for inspection. The statutory penalties for failing to pay prevailing wages and/or comply with wages and hour laws will be enforced. Contractor agrees that eight hours' labor constitutes a legal day's work.

Employment of Apprentices - Contractor and any subcontractor under the Contractor must comply with the requirements of California Labor Code Sections 1777.5 and 1777.6 regarding the employment of apprentices. The Contractor shall have full responsibility for compliance with said Labor Code sections for all apprenticeable occupations, regardless of any other contractual or employment relationships alleged to exist.

Award of Contract - Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations, pursuant to Labor Code Section 1725.5, subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded).

Independent Contractor - It is the express intention of the parties that Contractor is an independent contractor and not District's employee; and that the employees of Contractor, and Contractor's subcontractors and their respective employees, are not District employees and are not entitled to any of the rights, benefits or privileges attributable to District employees. Contractor shall have control of the means, methods and details of performance of its work and services and shall only be subject to the general direction and supervision of District's General Manager or authorized representative listed hereto to ensure the results contracted for are achieved. The parties do not intend and shall not act as agents, employees or partners of one another.

Termination of Agreement - During its term, this Agreement may be sooner terminated by written notice of termination as follows:

A. By either party, in the event the defaulting party fails to cure a material breach of this Agreement within five (5) days of receipt of a written notice from the non-defaulting party of such material breach.

B. By District, without cause and without penalty or cost to District, immediately upon written notice, given in the sole discretion of District's General Manager or authorized representative. Termination without cause does not excuse District's obligation to compensate Contractor reasonably for work performed up until termination.

C. In the event of termination as provided in this section, District without penalty may relet or award the work to another Contractor or perform such work itself.

Indemnification - To the fullest extent permitted by law, Contractor shall defend, indemnify and hold District and its directors, officers, employees and agents, from and against:

A. Any and all claims, damages, lawsuits, actions, costs, expenses, losses or liabilities, including reasonable attorneys' and experts' fees and costs incurred in litigation (hereinafter collectively "claims"), in law or equity, of every kind or nature whatsoever, but not limited to injury or death of any person or damage to or the destruction of any property of any person, including District, its directors, officers, employees, or agents, or Contractor or its employees, agents or subcontractors, arising out of or in any manner directly or indirectly related to the work to be performed under this Agreement including prevailing wages, however caused, except and only to the extent caused by the active negligence, sole negligence or willful misconduct of District, its directors, officers, employees or agents.

B. Any and all actions, proceedings, damages, costs, expenses, penalties, fines, or liabilities, in law or equity, of every kind and nature whatsoever, arising out of, resulting from, or on account of any violation of any applicable federal, state or local governmental law, ordinance, rule or regulation, compliance with which is Contractor's responsibility.

C. Submission of insurance certificates or other proof of insurance shall not relieve Contractor from liability under these provisions. Contractor's indemnification obligations herein shall apply whether or not Contractor's insurance policies shall have been determined to apply to any such claims. These indemnification obligations shall survive the expiration or termination of this Agreement.

The District will timely notify Contractor of any third-party claims received related to this Agreement.

Laws, Regulations and Permits - At its expense, Contractor shall give all notices and (unless otherwise provided herein) obtain all permits for the work required by law, and comply with all applicable laws, ordinances, rules and regulations pertaining to the conduct of the work. Contractor shall be liable for all violations of law in connection with its performance of the work. If Contractor observes that any drawings or specifications provided are at variance with any law or ordinance, rule or regulation, Contractor shall promptly notify District's General Manager or authorized representative in writing and any necessary changes shall be made by written instruction or change order. If Contractor performs any work knowing it to be contrary to such laws, ordinances, rules or regulations and without giving notice to the District's General Manager or authorized representative, Contractor shall bear all costs arising

therefrom.

Safety - Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. Contractor shall designate, in writing, a responsible representative at the worksite whose duty shall be the prevention of accidents, and the maintenance and supervision of safety precautions and programs. This person shall be Contractor's superintendent unless otherwise designated in writing by Contractor.

In carrying out its work, Contractor shall at all times exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Contractor shall comply with all applicable federal, state and local statutory and regulatory requirements, including State of California Department of Industrial Relations (Cal/OSHA) regulations; construction safety orders and safety orders; and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act. Safety precautions, as applicable, shall include but shall not be limited to: adequate life protection and lifesaving equipment; first aid; adequate illumination; instructions in accident prevention for all employees, such as the use of machinery guards, safe walkways, scaffolds, fall protection, ladders, bridges, gang planks, confined space procedures, trenching and shoring, and other safety devices; equipment and wearing apparel as are necessary or lawfully required to prevent accidents, injuries, or illnesses; and adequate facilities for the proper inspection and maintenance of all safety measures.

Contractor shall be responsible for the safeguarding of all utilities. At least two (2) working days before beginning work, Contractor shall call the Underground Service Alert (USA) in order to determine the location of sub-structures. Contractor shall immediately notify District and the utility owner if Contractor disturbs, disconnects, or damages any utility.

For any work involving excavation of trenches of five (5) feet or more in depth, Contractor shall comply with the requirements of Section 6705 of the California Labor Code (including but not limited to preparation and submission of excavation/trench safety plans), which provisions are incorporated herein as if fully set forth. For any work pertaining to the digging of trenches or other excavations extending deeper than four (4) feet below the surface and the discovery of hazardous waste or subsurface or unknown latent physical conditions differing materially from those ordinarily encountered, Contractor shall comply with the requirements of California Public Contract Code Section 7104, which provisions are incorporated herein as if fully set forth.

Commercial General Liability and Automobile Liability Insurance - Contractor shall provide to District and shall maintain at all times during the performance of this Agreement, the following commercial general liability and automobile liability insurance:

Coverage - Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Automobile Liability Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limits - The Contractor shall maintain limits no less than the following:

1. General Liability - One million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to District) or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit.

Required Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. District, its directors, officers, employees and agents are to be given insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of the activities performed by or on behalf of Contractor, products and completed operations of the Contractor; premises owned, occupied or used by Contractor; and automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no special limitations on the scope of protection afforded to District, its directors, employees, or agents.
2. For any claims related to the work, Contractor's insurance shall be primary insurance as respects District, its directors, officers, employees, or agents. Any insurance, self-insurance, or other coverage maintained by District, or its directors, officers, employees, or agents shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to District, its directors, officers, employees, or agents.
4. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this Agreement shall state, or be endorsed to state, that coverage shall not be canceled by the insurance carrier or Contractor, except after thirty (30) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to District.

Such liability insurance shall indemnify Contractor and its subcontractors against loss from liability imposed by law upon, or assumed under contract by, Contractor or its subcontractors for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.

The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground

excavation, and removal of lateral support.

The automobile liability policy shall cover all owned, non-owned, and hired automobiles.

All of the insurance shall be provided on policy forms and through companies satisfactory to District.

Deductibles and Self-Insured Retentions - Any deductible or self-insured retention must be declared to and approved by District. At the option of District, the insurer shall either reduce or eliminate such deductibles or self-insured retentions as respects District, its directors, officers, employees and agents; or Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Acceptability of Insurers - Insurance is to be placed with insurers meeting current A.M. Best rating of no less than A-VII or equivalent or as otherwise approved by District.

Workers' Compensation Insurance - By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Contractor will comply with such provisions before commencing the performance of the work of this Agreement. Before starting work on this project, Contractor shall sign and file with the District this statement acknowledging these obligations:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Workers' Compensation and Employer's Liability Insurance - Contractor and all subcontractors shall insure (or be a qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. Contractor shall provide employer's liability insurance in the amount of, at least, \$1,000,000 each accident, \$1,000,000 disease policy limit, and \$1,000,000 disease each employee. Contractor's Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of District for all work performed by Contractor, its employees, agents and subcontractors.

Responsibility for Work - Until the completion and final acceptance by District of all the work under and implied by this Agreement, the work shall be under Contractor's responsible care and charge. Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erectations, and repairs occasioned or rendered necessary by causes of any nature, except those beyond Contractor's control.

Contractor shall waive all rights of subrogation by any insurer of Contractor against District, its directors, officers, employees, and agents. Contractor shall procure and provide endorsement(s) to District to this effect.

Examination and Audit - All documents and records that relate in any way to this Agreement shall be maintained for a period of four years after the final payment under this Agreement. These records shall be subject to the examination and audit by the District and by the State Auditor, at the request of the

District or as part of any audit of the District, for a period of three years after final payment under the Agreement.

Evidences of Insurance - Prior to execution of the Agreement, Contractor shall file with District a certificate of insurance (Acord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this Agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative and evidence of waiver of rights of subrogation against District. Such evidence shall also include confirmation that coverage includes or has been modified to include Required Provisions 1-5.

Contractor shall, upon demand of District, deliver to District such policy or policies of insurance and the receipts for payment of premiums thereon.

Continuation of Coverage - If any of the required coverages expire during the term of this Agreement, Contractor shall deliver the renewal certificate(s) including the general liability, additional insured endorsement and evidence of waiver of rights of subrogation against District at least ten (10) days prior to the expiration date.

Subcontractors - In the event that (with District's approval) Contractor employs other contractors (subcontractors) as part of the work covered by this Agreement, it shall be Contractor's responsibility to require and confirm that each subcontractor meets the minimum insurance requirements specified above. Contractor shall promptly pay all subcontractors and materials suppliers consistent with law.

Notices - All notices, requests, demands and other communications under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if personally served or on the second day after mailing if mailed by first-class mail, registered or certified, return receipt requested, postage prepaid and properly addressed to the signatories of the parties as set forth above. Any party may change their address for the purpose of this paragraph by giving the other party written notice of the new address in the above manner.

Anti-Discrimination - Contractor shall not exclude from its employment in the performance of this Agreement any person on the grounds of race, creed, color, sex, age, marital status, sexual orientation or place of national origin. Contractor shall comply with all applicable local, state and federal laws relating to equal employment opportunity rights.

No Assigns or Subcontractors Without Consent of District - Contractor shall not assign this Agreement, or utilize subcontractors in the performance of the work, without the written consent of District's General Manager. District may withhold such consent in its sole discretion.

No Waiver - No failure by District in asserting any of its rights or remedies as to any default of Contractor shall operate as a waiver of the default, or any subsequent or other default by Contractor, or of any of District's rights or remedies. No such delay shall deprive District of its right to institute and maintain any actions or proceedings which may be necessary to protect, assert, or enforce any rights or remedies arising out of this Agreement or the performance thereof.

Partial Invalidity - If any term, covenant, condition or provision of this Agreement is found by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions herein shall

remain in full force and effect and shall not be affected, impaired or invalidated thereby.

Integration - No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. No oral understanding or agreement not incorporated herein shall be binding on any of the parties.

Rules of Interpretation - The terms of this Agreement have been negotiated by the parties and the language used herein shall be deemed to be the language chosen by the parties to express their mutual intent. This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument to be drafted, or in favor of the party receiving a particular benefit under this Agreement. No rule of strict construction shall be applied against any party to this Agreement.

California Law - This Agreement shall be interpreted and construed pursuant to the laws of the State of California. Any provisions of law which are applicable to this Agreement, even if not specifically included herein, are incorporated by reference herein as if set forth in full, and Contractor shall comply with such provisions.

Disputes - Any dispute between the parties shall be filed and heard in a court of competent jurisdiction in the County of Ventura.

District Employees - Contractor agrees that no employee of District shall be employed by Contractor during the period this Agreement is in effect.

Guarantee - Contractor hereby guarantees that the entire work constructed and/or performed by it under this Agreement will meet fully all requirements thereon as to quality of workmanship and of materials furnished by Contractor. If District notifies Contractor of any defects in quality of workmanship or materials within one (1) year following the completion of work, Contractor at its expense, with no charge to District, shall repair such work and/or replace such materials.

Payment Bond - If the cost of the construction work exceeds \$25,000.00, Contractor shall furnish to District a payment bond, in a form satisfactory to District, from a surety insurer admitted in California. Premiums for the payment bond shall be compensable to Contractor (without markup).

Retention - The District will deduct a five percent (5%) retention from all progress payments as specified in Section 9-3.2 of the Standard Specifications for Public Works Construction. The District in accordance with Public Contract Code Sect. 22300 shall permit the substitution of securities for any moneys withheld by the District. The District hereby incorporates herein all of the provisions set forth in Public Contract Code Sect. 22300.

Resolutions of Claims - When a Public Works claim is made to the District, the District will conduct a reasonable review of the claim and, within 45 days, provide the claimant with a written statement identifying what portion of the claim is disputed and what portion is undisputed, and both parties shall work to resolve the claim as by Public Contract Code 9204. Said Code Sections shall apply for the purpose of filing claims and civil actions for claims as defined in Section 20104 of the Public Contract Code.

Counterparts - This Agreement may be executed in counterparts, a complete set of which shall be deemed an original and one single document. Signatures may be transmitted via facsimile or electronic transmission and are deemed given as of the date of transmittal.

This document shall become a valid contract only when accepted by Contractor, and subsequently by District, and together with the Contractor's Proposal shall constitute the entire agreement between the parties.

DRAFT

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Bob Cerasuolo, Park Services Manager

DATE: June 5, 2019

**SUBJECT: CONSIDERATION AND APPROVAL OF BID AWARD
FOR VALLE LINDO PARK RESTROOMS REMODEL
PROJECT TO UNITED CONSTRUCTION AND
LANDSCAPE, INC.**

SUMMARY

The Board appropriated Quimby funds in the amount of \$425,000 to design and remodel the existing restrooms at Valle Lindo Park. As part of the required modifications, Leach Mounce Architects designed plans to retrofit the existing building to include separate ADA compliant men's and women's restrooms and the attached pavilion. The low bidder for the project is United Construction and Landscape, Inc.

BACKGROUND

On October 3, 2018 the Board approved the Request for Proposals (RFP) for the architectural design of the Valle Lindo restroom remodel. At the December 6, 2018 Board meeting, staff asked the Board to approve the selected architect to design and draw new construction plans for the Valle Lindo restrooms.

On February 6, 2019 the architectural plans were presented to the District Board. The Board approved the design concepts with the ability to either accommodate a second urinal or install a trough to accommodate multiple users due to the usage at Valle Lindo Park. Leach Mounce Architects redesigned the door entry while adding the trough and maintaining the ADA requirements for the men's restroom.

On March 6, 2019 the Board approved the bid specifications for the remodeling of the restrooms at Valle Lindo Park. The design plans will consist of a women's restroom with three (3) toilet stalls, a sink and a changing table; the men's restroom will have one (1) toilet, one (1) trough, a sink and a changing table and both will meet ADA requirements. The exterior of the building will be sand blasted to bring back the original look of the block walls and the pavilion will have 2' x 6' lumber for added shade.

At the May 1, 2019 Board meeting, staff asked that all bids be rejected as the bids came in over budget on this project. The architect as well as staff have identified a few components of the project that could be redesigned or further clarified in an attempt to reduce the cost of construction which could include removal of tile work, changing specifications for pavilion and clarifying stucco repair. These updates could result in a construction bid closer to the engineer's estimate.

ANALYSIS

Staff held a mandatory job walk on May 20, 2019. Eight contractors attended the job walk, seven (7) general contractors and one (1) electrical contractor. All bids were due at 2:00 pm on May 28, 2019. We received five (5) bids for this project. The bids ranged from \$342,650 to \$462,700.

Vendor	Bid Amount
United Construction & Landscape Inc.	\$342,650
G2K Construction	\$349,000
Draper Contractors	\$356,600
Ardalan Construction	\$411,150
SBS Corporation	\$462,700

The architects' estimate for this project was two hundred sixty-nine thousand seven hundred dollars (\$269,700) with a 15% contingency of forty thousand four hundred fifty-five dollars (\$40,455) for a total construction cost of \$310,155. The architectural contract was fifty-nine thousand eight hundred and fifty dollars (\$59,850) for a total estimated project cost of \$370,005.

United Construction and Landscape Inc.'s final bid included the bid alternate to include the aluminum shade structure with the final cost of \$342,650. Should the Board decide to eliminate the aluminum shade structure and install wood, the bid price would then be \$313,950.

This project will update the current restrooms and pavilion with a more modern, maintenance friendly restroom as well as become ADA compliant.

TIMELINE

Within ten (10) days of the District's contract award, the contractor shall submit a Preliminary Construction Schedule, outlining the various items of work.

Contract award: June 5, 2019
Approximate start date: July 1, 2019
Project completion date no later than: Sept 30, 2019

FISCAL IMPACT

Funding for this project will come from the FY 2018-2019 Quimby Funds. The total expense breakdown is United Construction and Landscape Inc.'s cost of \$313,950 for the project with a 10% contingency fund of \$31,395, plus the architect's fee of \$59,850. The total cost of the project will be \$405,195. The District Board of Directors has allocated \$425,000 in Quimby fees from the AMLI Spanish Hills and KB Homes Springville developments. Fees from the AMLI Spanish Hill development will be exhausted first with the remaining expenses sourced from KB Homes Springville fees. The District's Quimby Funds currently stand at five million, three hundred twenty-five thousand, five hundred sixty-one dollars (\$5,325,561).

RECOMMENDATION

It is recommended that the Board of Directors approve the bid and award the project to United Construction and Landscape Inc. for \$313,950 plus the 10% contingency for a total project cost of \$345,345.

ATTACHMENTS

- 1) Contract (72 pages)
- 2) Bid Abstract (1 page)
- 3) Job Qualifications (1 page)
- 4) Project Plans (19 pages)

PLEASANT VALLEY RECREATION AND PARK DISTRICT

**CONTRACT DOCUMENTS
SPECIFICATIONS AND STANDARD DRAWINGS**

VALLE LINDO RESTROOM REMODEL

FISCAL YEAR 2018-2019

SPEC NO. VL-2019-2

BID OPENING: May 6, 2019

1605 E. Burnley Street
Camarillo, CA 93010

Phone: (805) 482-1996 / Fax: (805) 482-3468

PLEASANT VALLEY RECREATION & PARK DISTRICT
CALIFORNIA

CONTRACT DOCUMENTS,
SPECIFICATIONS AND STANDARD DRAWINGS

FOR THE

VALLE LINDO RESTROOM REMODEL

SPEC NO. VL-2019-2

FISCAL YEAR 2018-2019

IN THE CITY OF CAMARILLO, CALIFORNIA

Approved by:

Bob Cerasuolo,
Park Services Manager

PLEASANT VALLEY RECREATION & PARK DISTRICT

Valle Lindo Restroom Remodel

SPEC NO. VL-2019-2

FISCAL YEAR 2018-2019

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**PLEASANT VALLEY RECREATION & PARK DISTRICT
NOTICE INVITING SEALED BIDS**

FOR THE

**VALLE LINDO RESTROOM REMODEL
SPEC NO. VL-2019-2**

PUBLIC NOTICE IS HEREBY GIVEN THAT:

Sealed bids will be received at the Office of the Pleasant Valley Recreation and Park District, 1605 E. Burnley Ave. Camarillo, CA 93010, up to **the hour of 2:00 pm on Tuesday, May 28, 2019** at which time they will be publicly opened and read aloud in the Office of the Pleasant Valley Recreation and Park District, 1605 E. Burnley Ave. Camarillo, CA 93010, for performing the following work:

**VALLE LINDO RESTROOM REMODEL
SPEC NO. VL-2019-2**

All in accordance with the plans, specifications, and other contract documents on file in the Parks Department of the Pleasant Valley Recreation & Park District.

The words **“VALLE LINDO RESTROOM REMODEL, SPEC. NO. VL-2019-2 shall appear on the envelope of each sealed bid, and each sealed envelope shall be addressed to the Park Services Manager, 1605 E. Burnley Street, Camarillo, CA 93010.**

MANDATORY INFORMATIONAL PRE-BID MEETING. There will be a Mandatory Informational Pre-Bid meeting **TUESDAY, May 20, 2019, at 10:00 A.M., at the project site, 889 Aileen St. Camarillo, CA 93010.**

DESCRIPTION OF WORK: The work to be done consists of furnishing all materials, equipment, tools, labor, and incidentals as required in the Plans, Specifications and Contract documents for said VALLE LINDO RESTROOM REMODEL. The work will take place at 889 Aileen St. Camarillo, California, and other related work as described in the Specifications and Contract Documents, by reference, made a part hereof. **VALLE LINDO RESTROOM REMODEL is subject to compliance monitoring and enforcement by the Department of Industrial Relations.**

TIME LINE FOR THE PROJECT:

Request for Proposals released,	May 6, 2019
Mandatory job walk,	May 20, 2019 10:00 a.m.
Questions in by,	May 24, 2019
Proposals must be received by,	May 28, 2019, 2:00 p.m.
Contract award,	June 5, 2019
Project start date approx.	July 1, 2019
Project completion date no later than,	September 30, 2019
Rain Days will be reviewed	

**THE PROJECT MANAGER'S ESTIMATE FOR THIS VALLE LINDO
RESTROOM REMODEL IS: \$310,155.**

COMPLETION OF WORK: All work to be done under this contract shall be completed within **Ninety-Two (92) consecutive working days, This job and all Invoices will be turned in by October 15, 2019** on the date stipulated in the written "Notice to Proceed" to be issued by the Project Manager.

LIQUIDATED DAMAGES: Liquidated damages of \$250/day will apply to this VALLE LINDO RESTROOM REMODEL. See Special Provisions for detailed information on liquidated damages.

OBTAINING CONTRACT DOCUMENTS: Plans, Specifications, and contract documents may be obtained on the District's website at: <http://www.pvrpd.org/Parks/Capital>. Paper copies are also available at: Parks Department, 1605 E. Burnley Street, Camarillo, CA 93010, (805) 482-5396, upon payment of a \$75.00 non-refundable fee if picked up, or payment of a \$100.00 non-refundable fee, if mailed. If a FedEx number is provided or alternative shipping fees are paid, the District will send the documents for the pickup price.

STATE LABOR STANDARDS & WAGE REQUIREMENTS: In entering into a public works contract, or a subcontract, to supply goods, services, or materials pursuant to a public works contract, the Contractor and all subcontractors agree to follow the State Labor standards. State Labor standards provisions, including prevailing wage requirements, will be enforced such that the general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to execute the contract to all workers employed in the execution of the contract. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) as further described in Article IX of the Agreement. The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>). The prevailing rate of per diem wages are on file at the Pleasant Valley Recreation & Park District, Department of Parks, 1605 E. Burnley Street, Camarillo, CA 93010, and are available to any interested party on request.

AWARD OF CONTRACT: Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5, subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded).

SUBCONTRACTOR'S LIST: Bidder understands that if he or she fails to specify a subcontractor for any portion of the work to be performed under the contract, he or she shall be deemed to have agreed to perform such portion himself and that he or she shall not be permitted to sublet or subcontract that portion of the work except in cases of public emergency or necessity. In compliance with the provisions of Section 4100 through 4107 of the Public Contract Code of the State of the California and any amendments thereto, the undersigned bidder has set forth on the form provided therefor, the name and location of the place of business of each subcontractor who will perform work or labor or render services to the prime contractor, in or about the construction of or improvements to be performed, under the contract documents to which the attached bid is responsive including special fabrication and installation,, and the portion of the work which will be done by each subcontractor for each subcontract in excess of one-half of one percent (1/2%) of this total bid or, in the case of bids for the construction of street and highways, including bridges, in excess of one-half of one percent (1/2%) of this total bid \$10,000.00, whichever is greater. Additionally, once a subcontractor has been listed in the bid, another

subcontractor may not be substituted unless the appropriate statutory procedure is followed and the District consents to the substitution.

BID GUARANTY: Bids must be accompanied by cash, or by cashier's or certified check made payable to the Pleasant Valley Recreation & Park District, or by a **bid bond** executed by an admitted surety insurer on the bond form provided herein, in the amount of **ten percent (10%)** of the amount of bid price, made payable to the Pleasant Valley Recreation & Park District as a guarantee that the bidder, whose bid is accepted, will promptly execute the contract, secure payment of workers' compensation insurance, and furnish a satisfactory **faithful performance bond** in the amount of **one hundred percent (100%)** of the total bid price and a **payment bond** (labor and material bond) in the amount of **one hundred percent (100%)** of the total bid price which complies with all of the requirements of Civil Code Section 9554.

RETENTION: The District will deduct a five percent (5%) retention from all progress payments as specified in Section 9-3.2 of the Standard Specifications for Public Works Construction. The District in accordance with Public Contract Code Sect. 22300 shall permit the substitution of securities for any moneys withheld by a public agency to ensure performance under a contract. The District hereby incorporates herein all of the provisions set forth in Public Contract Code Sect. 22300.

CONTRACTOR'S LICENSE: At the time of "Award of the Contract", the Prime Contractor must have a valid California State Contractor's License with a classification of "**B**" in accordance with provisions of California Business and Professions Code Sections 7000 through 7145 and the contractor shall warrant that it and all subcontractors are properly licensed, which includes each entity having a local business license.

DISTRICT'S RIGHTS RESERVED: The District reserves the right to reject any and all bids or to waive any irregularities or informalities in any bids or in the bidding, should it deem this necessary for the public good, and also the bid of the bidder who has been delinquent or unfaithful in any former contract with the Pleasant Valley Recreation & Park District. No bidder may withdraw his or her bid for a period of **sixty (60) days** after the date from the opening thereof.

BID REGISTRATION: Only registered plan holders will be permitted to submit a bid for the VALLE LINDO RESTROOM REMODEL. To register to bid on this project, email the Park Services Manager at bobc@pvrrpd.org 72 hours prior to bids being due with the following information: Name of company, company address, name of contact, phone number, fax number, and contact's email address. The subject line of the email must state: **BID REGISTRATION FOR VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2.**

BID QUESTIONS: All bid questions shall be submitted by email to both the **Parks Services Manager** at bobc@pvrrpd.org and Architect Matt Huntington at [Matt Huntington matt@leachmouncearchitects.com](mailto:matt@leachmouncearchitects.com) no later than Friday, May 24, 2019, at 12 p.m. for the benefit of all proposed bidders; in advance of bid date for a response.

INSTRUCTIONS TO BIDDERS

BID REGISTRATION: Only registered plan holders will be permitted to submit a bid for the VALLE LINDO RESTROOM REMODEL. To register to bid on this project, email Bob Cerasuolo, Park Services Manager, at bobc@pvrpd.org least 72 hours prior to bids being due with the following information: Name of company, company address, name of contact, phone number, fax number, and contact's email address. The subject line of the email must state: **BID REGISTRATION FOR VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2.**

BID FORM: All bids shall be submitted on the Bid Forms provided herein for the VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2. All information requested therein must be clearly and legibly set forth in the manner and form indicated. The District will not consider any bid not meeting these requirements.

DELIVERY OF BIDS: The bids shall be delivered by the time and to the place stipulated in the "Notice Inviting Sealed Bids." It is the bidder's sole responsibility to see that his or her bid is received in proper time. Any bid received after the scheduled closing time for receipt of bids will be returned to the bidder unopened. Bidders or their authorized agents are invited to be present at bid opening.

MODIFICATIONS AND ALTERNATIVE BIDS: Unauthorized conditions, limitations, or provisos attached to a bid will render it unresponsive and may cause its rejection. The complete bid forms shall be without alterations or erasures, unless each such correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the bid. Alternative bids will not be considered unless called for. No oral, telegraphic, or telephonic bid or modifications will be considered.

WITHDRAWAL OF BID: The bid may be withdrawn upon request by the bidder without prejudice to himself prior to, but not after the time fixed for opening of bids, provided that the request is in writing, has been executed by the bidder or his or her duly authorized representative, and is filed with the Clerk of the Board. **No bid may be withdrawn during the period of sixty (60) days after the opening of bids.**

BID GUARANTY: Each bid shall be accompanied by cash, or a cashier's or certified check, or by a bid bond in the amount of **ten percent (10%)** of the amount named in the bid. Said check or bond shall be made payable to the District and shall be given as a guarantee that the bidder, if awarded the work, will enter into a contract within fifteen (15) days after written notice of the award and will furnish the necessary bonds as hereinafter provided. In case of refusal or failure to enter into said contract, the check or bond, as the case may be, shall be forfeited to the District. No bidder's bond will be accepted unless it conforms substantially to the form furnished by the District, which is bound herein, and is properly filled out and executed.

DISCREPANCIES IN BIDS: In case of discrepancy between numeric and handwritten amounts, the handwritten amount shall prevail. In case of discrepancy between the unit cost and the total set forth for that item, the unit cost shall prevail, provided however, if the amount set forth as a

unit cost is ambiguous, unintelligible, or uncertain for any cause, or if is omitted, or in the case of unit basis items, is the same amount as the entry in the "Total Item Amount" column, then the amount set forth in the "Total Item Amount" column for the item shall prevail in accordance with the following:

- (1) As to lump sum items, the amount set forth in the "Total Item Amount" column shall be the item price.
- (2) As to unit basis items, the amount set forth in the "Total Item Amount" column shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit costs.

If the "Total Contract Amount" does not equal the sum of the item totals, then the Project Manager, after resolving any discrepancy in the item price totals, shall sum the total column and the resultant amount shall be considered the "Total Contract Amount".

COMPETENCY OF BIDDERS: In selecting the lowest responsible bidder, consideration will be given not only to the financial standing but also to the general competency of the bidder for the performance of the work covered by the plans and specifications. To this end, each bid shall be supported by a statement of the bidder's experience on the form entitled "**Information Required of Bidder**" bound herein. No bid will be awarded to a Contractor who, at the time of the bid opening and "Award of the Contract", is not licensed in accordance with the laws of the State of California under applicable provisions of the Business and Professions Code or from a Contractor who has failed to demonstrate the attributes of trustworthiness, quality, fitness, capacity and experience to satisfactorily perform the public works contract. The Contractor shall include the Contractor's license number, license classification, and license expiration date on the form furnished herein entitled "Information Required of Bidders." The licensing requirements for Contractors shall apply also to Subcontractors. In addition, any contractor or subcontractor who is ineligible under [Lab C §§1777.1](#) and [1777.7](#) is prohibited from working on this VALLE LINDO RESTROOM REMODEL.

SUBCONTRACTOR'S LIST: Bidder understands that if he or she fails to specify a subcontractor for any portion of the work to be performed under the contract, he or she shall be deemed to have agreed to perform such portion himself and that he or she shall not be permitted to sublet or subcontract that portion of the work except in cases of public emergency or necessity. In compliance with the provisions of Section 4100 through 4107 of the Public Contract Code of the State of the California and any amendments thereto, the undersigned bidder has set forth on the form provided therefor, the name and location of the place of business of each subcontractor who will perform work or labor or render services to the prime contractor, in or about the construction of or improvements to be performed, under the contract documents to which the attached bid is responsive including special fabrication and installation,, and the portion of the work which will be done by each subcontractor for each subcontract in excess of one-half of one percent (1/2%) of this total bid or, in the case of bids for the construction of street and highways, including bridges, in excess of one-half of one percent (1/2%) of this total bid \$10,000.00, whichever is greater. Additionally, once a subcontractor has been listed in the bid, another

subcontractor may not be substituted unless the appropriate statutory procedure is followed and the District consents to the substitution.

BIDDER'S EXAMINATION OF SITE: Each bidder shall examine carefully the site of the proposed work and the contract documents herein. It will be assumed that the bidder has investigated and is satisfied as to the conditions to be encountered; as to the character, quality, and quantity of the materials to be furnished; and as to the requirements of the contract, specifications, and drawings. The name of the individual who examined the site of the work and the date of such examination shall be stated in the form entitled "Information Required of Bidder" in the space provided therefor.

EQUIVALENT MATERIALS: Approval of equipment and materials offered as equivalents to those specified must be obtained in writing from the District. Requests for consideration of equivalents must be submitted in writing allowing five (5) working days for complete consideration of all specifications, samples, references, tests, and other details to the full satisfaction of the District.

TAXES: No mention shall be made in the bid of Sales Tax, Use Tax, or any other tax, as all amounts bid will be deemed and held to include any such taxes that may be applicable.

DISQUALIFICATION OF BIDDERS: More than one bid from an individual, firm partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that any bidder is interested in more than one bid for the work contemplated will cause the rejection of all bids in which such bidder is interested. If there is reason for believing that collusion exists among the bidders, all bids will be rejected and none of the participants in such collusion will be considered in future bids. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bidders, will disqualify a Bidder.

RETURN OF BID GUARANTIES: Within **ten (10) days** after award of the contract, the District will return the bid guaranties made by check accompanying each of the bids except for the three (3) lowest bidders. All other bid guaranties made by check will be held until the contract has been finally executed. They will then be returned to the respective bidders whose bids they accompany. Bid guaranties made by bond shall be void according to the bid bond language, page D-1.

AWARD OF CONTRACT: Bids will be compared on the basis of the lowest possible cost and the contract, if awarded, will be awarded to a responsible bidder whose bid complies with the requirements of these specifications. The award, if made, will be made within **sixty (60) days** after the opening of the bids, provided that the award may be made after said period if the successful bidder shall not have given the District written notice of the withdrawal of his or her bid.

EXECUTION OF CONTRACT: The bidder to whom award is made shall execute a written contract with the District on the form agreement provided and shall secure all insurance and bonds as herein provided within **fifteen (15) days** from the date of written notice of the award. Failure or refusal to enter into a contract as herein provided, or to conform to any of the stipulated

requirements in connection therewith shall be just cause for the annulment of the award and the forfeiture of the bid guaranty.

If the successful bidder refuses or fails to execute the contract, the District may award the contract to the second lowest responsible bidder. If the second lowest responsible bidder refuses or fails to execute the contract, the District may award the contract to the third lowest responsible bidder. On the failure or refusal of such second or third lowest bidder to execute the contract, such bidder's guaranty shall be likewise forfeited to the District. The work may then be re-advertised.

INSURANCE: Certificates in the amounts required shall be furnished by the Contractor to the District and approved by the District prior to the commencement of work.

The Contractor and its subcontractors shall maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, Contractor agrees to amend, supplement, or endorse the existing coverage to do so.

Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to Contractor or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to District.

Contractor shall provide the following types and amounts of insurance:

Without limiting Contractor's indemnification of District, and prior to commencement of Work, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and, in a form, satisfactory to District:

General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and \$2,000,000 completed operations aggregate. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. Contractor shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property

damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers' compensation insurance. Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for Contractor's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor's employees.

Contractor shall submit to District, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of District, its officers, agents, employees and volunteers.

Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a Contractor's Pollution Liability form or other form acceptable to District providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the VALLE LINDO RESTROOM REMODEL site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three (3) years after VALLE LINDO RESTROOM REMODEL completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The District, its officials, officers, agents, and employees, shall be included as insureds under the policy.

Builder's risk insurance. Upon commencement of construction and with approval of District, Contractor shall obtain and maintain builder's risk insurance for the entire duration of the VALLE LINDO RESTROOM REMODEL until only the District has an insurable interest. The Builder's Risk coverage shall include the coverages as specified below.

The named insureds shall be Contractor and District, including its officers, officials, employees, and agents. All subcontractors (excluding those solely responsible for design Work) of any tier and suppliers shall be included as additional insureds as their interests may appear. Contractor shall not be required to maintain property insurance for any portion of the VALLE LINDO RESTROOM REMODEL following transfer of control thereof to District. The policy shall contain a provision that all proceeds from the builder's risk policy shall be made payable to the District. The District will act as a fiduciary for all other interests in the VALLE LINDO RESTROOM REMODEL.

The policy shall be provided for replacement value on an "all risk" basis for the completed value of the VALLE LINDO RESTROOM REMODEL. There shall be no coinsurance penalty or provisional limit provision in any such policy. The policy must include: (1) coverage for any ensuing loss from faulty workmanship, Nonconforming Work, omission or deficiency in design or specifications; (2) coverage against machinery accidents and operational testing; (3) coverage for removal of debris, and insuring the buildings, structures, machinery, equipment, materials, facilities, fixtures and all other properties constituting a part of the VALLE LINDO RESTROOM REMODEL; (4) Ordinance or law coverage for contingent rebuilding, demolition, and increased costs of construction; (5) transit coverage (unless insured by the supplier or receiving contractor), with sub-limits sufficient to insure the full replacement value of any key equipment item; (6) Ocean marine cargo coverage insuring any VALLE LINDO RESTROOM REMODEL materials or supplies, if applicable; (7) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the Site or any staging area. Such insurance shall be on a form acceptable to District to ensure adequacy of terms and sub limits and shall be submitted to the District prior to commencement of construction.

Other provisions or requirements

Proof of insurance. Contractor shall provide certificates of insurance to District as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by District's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with District at all times during the term of this contract. District reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Contractor, his agents,

representatives, employees or subcontractors. Contractor must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. District and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

Primary/noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by District shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of District before the District's own insurance or self-insurance shall be called upon to protect it as a named insured.

District's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, District has the right but not the duty to obtain the insurance it deems necessary and any premium paid by District will be promptly reimbursed by Contractor or District will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, District may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the District's risk manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against District, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against District and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non-estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the District to inform Contractor of non-compliance with any requirement imposes no additional obligations on the District nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features, or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the District requires and shall be entitled to coverage for the higher limits maintained by the. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to District with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that District and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to District and approved of in writing.

Separation of insureds. A severability of interest's provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. Contractor agrees to ensure that its subconsultants, subcontractors, and any other party involved with the VALLE LINDO RESTROOM REMODEL who is brought onto or involved in the VALLE LINDO RESTROOM REMODEL by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the VALLE LINDO RESTROOM REMODEL will be submitted to District for review.

Agency's right to revise requirements. The District reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the Contractor, the District and Contractor may renegotiate Contractor's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by District. District reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by District.

Timely notice of claims. Contractor shall give District prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

BONDS: The required bonds in the amounts required shall be furnished by the Contractor to the District and approved by the District prior to the commencement and throughout the duration of the work.

The Contractor shall secure with a responsible corporate surety or corporate sureties, satisfactory bonds conditioned upon faithful performance by the Contractor, of all requirements under the contract and upon the payment of claims of material supplier and laborers thereunder. The **Faithful Performance Bond** shall be in the sum of not less than **one hundred percent (100%)** of the estimated aggregate amount of the payments to be made under the contract computed on the basis of the prices stated in the bid. The **Payment Bond (Labor and Material Bond)** shall be in the sum of not less than **one hundred percent (100%)** of the estimated aggregate amount of the payments to be made under the contract computed on the basis of the prices stated in the bid.

The payment bond shall contain the original notarized signature of an authorized officer of the surety and affixed thereto shall be a certified and current copy of his power of attorney. **The payment bond shall be unconditional and remain in force during the entire term of the contract** agreement and shall be null and void only if the Contractor completely and faithfully pays all subcontractors and suppliers

SUFFICIENCY OF INSURER OR SURETY FOR PAYMENT BOND AND PERFORMANCE BOND: All insurers are to be rated A or better according to the most recent Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the District due to unique circumstances. All sureties shall be admitted surety insurers authorized to do business in the State of California by the Insurance Commissioner. Should the District object to the sufficiency of the insurer or surety the Contractor shall immediately deliver to the District the following documents:

- (a) A copy of the "Certificate of Authority" of the Insurer or Surety issued by the Insurance Commissioner, which authorizes the Insurer or Surety to transact surety insurance in the State of California; or
- (b) A certificate from the Clerk of the County of Ventura that the "Certificate of Authority" of the Insurer or Surety has not been surrendered, revoked, canceled, annulled, or suspended or, in the event the "Certificate of Authority" of the Insurer or Surety has been suspended, that renewed authority has been granted.

Failure of Contractor to timely deliver these documents shall require the District to refrain from entering the agreement, as Contractor will be deemed to have failed to ensure the sufficiency of the Insurer or Surety to the satisfaction of the District, as required by the provisions of the Bond and Undertaking Law, Code of Civil Procedure 995.660. Upon receipt of any bonds, District shall contact the bond company to verify the bond's validity.

EVIDENCE OF RESPONSIBILITY: Upon the request of the District, a bidder whose bid is under consideration for the award of the contract shall submit promptly to the District satisfactory

evidence showing the bidder's financial resources, his or her construction experience, and his or her organization and plant facilities available for the performance of the contract.

EMPLOYMENT OF APPRENTICES: Attention is directed to the provisions in Sections 1777.5 and 1777.6 of the California Labor Code concerning employment of apprentices by the Contractor, or any Subcontractor under the Contractor. The Contractor, and any Subcontractor under the Contractor, shall comply with the requirements of said sections in the employment of apprentices; however, the Contractor shall have full responsibility for compliance with said Labor Code sections for all apprenticeable occupations, regardless of any other contractual or employment relationships alleged to exist.

WAGE RATES: In entering into a public works contract, or a subcontract, to supply goods services, or materials pursuant to a public works contract, the Contractor, or subcontractor, offers and agrees to follow the State Labor standards. State Labor standards provisions, including prevailing wage requirements, will be enforced. The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>). The general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to execute the contract to all workers employed in the execution of the contract. The prevailing rate of per diem wages are on file at the Pleasant Valley Recreation & Park District, Department of Parks, 1605 E. Burnley Street, Camarillo, CA 93010, and are available to any interested party on request.

SAFETY PERMIT: The Contractor, and not the District, shall be responsible for performing safety inspections for this VALLE LINDO RESTROOM REMODEL. Particular attention is called to Subsection 7-10.4.1 of the Standard Specifications for Public Works Construction, which requires orders issued by the California Division of Occupational Health and Safety(Cal/OSHA). The Contractor, if needed, shall secure a permit for excavation and trenching from Cal/OSHA and shall file a copy of such permit with the Project Manager prior to commencement of work.

OTHER PERMITS, FEES, AND LICENSES: The Contractor shall, prior to the start of construction, obtain a "Construction Permit" from the District. This will be a **NO FEE Permit**. In addition, the Contractor, and **ALL** sub-contractors, shall possess a **City business license** at the time of application for the Construction Permit and for the duration of the contract. The amount of the business license fee may be obtained from the City of Camarillo.

BID FORM

FIRM NAME: _____

POINT OF CONTACT: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

FOR THE

VALLE LINDO RESTROOM REMODEL

SPEC NO. VL-2019-2

FISCAL YEAR 2018-2019

PLEASANT VALLEY RECREATION & PARK DISTRICT

BID FOR THE
VALLE LINDO RESTROOM REMODEL
SPEC NO. VL-2019-2

TO THE PLEASANT VALLEY RECREATION & PARK DISTRICT:

This Bid is submitted in accordance with the advertised "Notice Inviting Sealed Bids" to perform all work and improvements therein described, and to furnish all labor and materials, equipment and incident insurance necessary therefor, in accordance with the specifications therefor known as "VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2" which are on file in the office of the Parks of the Pleasant Valley Recreation & Park District.

Definition of Terms (for a complete definition of terms, see Standard Specifications for Public Works Construction, 2015 Edition):

- CYCubic yard
- EAEach
- LFLinear foot
- LSLump sum
- SFSquare foot
- SYSquare yard
- TONTon

The undersigned Bidder hereby proposes and agrees to enter into a contract to perform the work and improvements therein mentioned to the satisfaction of and under the supervision of the Parks of the Pleasant Valley Recreation & Park District, duly appointed for said work in the matter of the construction and installation of "VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2", for the sum set forth in the following schedule:

NOTE: The estimated quantities shown herein are approximate and to be used only for comparison of bids. Payment for quantities will be made for actual materials used on the job and based on the unit costs shown below. The District reserves the right to increase or decrease the amount of any quantity shown and to delete all or any item from the contract.

**PLEASANT VALLEY RECREATION & PARK DISTRICT
VALLE LINDO RESTROOM REMODEL
SPEC NO. VL-2019-2**

BID SCHEDULE

ITEM NO.	DESCRIPTION	LUMP SUM	UNIT	UNIT COST	TOTAL ITEM AMOUNT	NOTE
1.	Compliance with NPDES					
2.	Mobilization					
3.	Structural block installation					
4.	Concrete Flooring and Walkways					
5.	Common Work Results for Electrical					
6.	Grounding and Bonding					
7.	New Roof					
8.	Plumbing					
9.	Plumbing Fixtures					
10.	Sandblasting Block					
11.	Facia Boards					
12.	Doors and Trim					
13.	Stucco Patching to match existing / color TBD					
14.	Painting White interior / exterior TBD					
15.	Pavilion Cover					

ITEM NO.	DESCRIPTION	LUMP SUM	UNIT	UNIT COST	TOTAL ITEM AMOUNT	NOTE
16.	Bid Alternate for Pavilion Cover					
17.	Floors and coping Two – part Epoxy not a water based product					
18.	Partitions					
TOTAL BID AMOUNT IN FIGURES					\$	
TOTAL BID AMOUNT IN WORDS _____						

The grand totals submitted are subject to verification. Grand Total of Lump Sums will be verified and if any discrepancy is found, the verified grand total lump sums will be the basis of award.

Bidder must fill in number and date of *all* addenda or enter the word "*none*" if appropriate.

The following addenda are acknowledged and attached:

NO.	DATED	NO.	DATED

I make the above bid and certify or declare under penalty of perjury that the statements made in this bid, and below my signature, are true and correct.

DATED _____ AT _____

COMPANY NAME _____

SIGNATURE _____ TITLE _____
(Sole Owner, Partner, Corporate Officer) *

*Person signing must be listed on records of Contractors State License Board or authorized company signatory.

RESOLUTION OF CONSTRUCTION CLAIMS

(To Be Executed By Bidder and Submitted With Bid)

When a Public Works claim is made to the District, the District will conduct a reasonable review of the claim and, within 45 days, provide the claimant with a written statement identifying what portion of the claim is disputed and what portion is undisputed and both parties shall work to resolve the claim as by Public Contract Code 9204. (A copy of Section 9204 may be found in the Special Provisions, under "Resolution of Construction Claims").

Additionally, in all Public Works claims, which may arise between the Contractor and the District which do not exceed the sum of three hundred seventy-five thousand dollars (\$375,000), the requirements of California Public Contract Code, Section 20104 through 20104.6, inclusive, shall apply. (A copy of said Code Sections may be found in the Special Provisions, under "Resolution of Construction Claims of \$375,000 or Less".) Said Code Sections shall apply for the purpose of filing claims and civil actions for claims as defined in Section 20104 of the Public Contract Code.

The bidder's signature is required to verify he/she has reviewed the Code Sections.

Bidder Name

Signature of Bidder

Dated

BID BOND
(10% of the Bid Amount)

KNOW ALL MEN BY THESE PRESENTS that we _____
as Principal, hereinafter referred to as "Contractor" and _____
as Surety, are held and firmly bound unto the Pleasant Valley Recreation & Park District,
hereinafter called the "District," in the sum of
_____ Dollars (\$ _____), for the
payment of which sum well and truly to be made, we bind ourselves, our heirs, executors,
administrators, and successors, jointly and severally, firmly by these presents. The conditions of
this obligation are such that whereas the Contractor submitted to the District a certain Bid, attached
hereto and hereby made a part hereof, to enter into a contract in writing for the _____

and will furnish all required certificates of insurance and bonds as required by the Contract.

NOW, THEREFORE, if said Bid shall be rejected; or in the alternate, if said Bid is accepted, and the Contractor (i) executes and delivers a contract in the prescribed form of the Agreement, (ii) delivers certificates evidencing that the required insurance is in effect, (iii) executes and delivers Performance and Payment Bonds in the forms prescribed, and (iv) in all other respects performs the agreement created by the acceptance of said Bid, then this obligation shall be void; otherwise this obligation shall remain in full force and effect, it being expressly understood and agreed that the liability of the Surety for any and all default of the Contractor hereunder shall be the amount of this obligation as herein stated. In the event suit is brought upon this bond by District and judgment is recovered, Surety shall pay all costs incurred by District in said suit, including a reasonable attorney's fee to be fixed by the court.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall in no way be impaired or affected by an extension of the time within which the District may accept such a bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this ____ day of _____, 2019, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

ATTEST:

(Contractor)

(Address)

(By)

(Title)

ATTEST:

(Surety)

(Address)

(By)

(Title)

(To be filled in by Surety):

The rate of premium on this bond is \$ _____ per thousand.

The total amount of premium charged is \$ _____

NOTARY PUBLIC ATTACH CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

INFORMATION REQUIRED OF BIDDERS

The bidder is required to supply the following information.

(Additional sheets may be attached if necessary.)

- (1) Address: _____
- (2) Telephone: _____
- (3) Type of Firm: _____
(Individual, Partnership, or Corporation)
- (4) Contractor's State License Classification _____ Expiration date _____
- (5) Corporate organized under the laws of the State of: _____
- (6) Is 51% or more of the business owned by: American Indian (), Asian (), Black (), Hispanic (), Female (), Other (Specify) _____
- (7) List the names and addresses of all members of the firm, or names and titles of all officers of the corporation.

- (8) Number of years of experience as a Contractor in construction work. _____
- (9) List at least Three (3) completed Facilities within the last seven (7) years

Contract Amount	Class of Work	Date Completed	Name, Contact, Address and Telephone No. of Client
\$ _____	_____	_____	_____

Contract Amount	Class of Work	Date Completed	Name, Contact, Address and Telephone No. of Client
\$ _____	_____	_____	_____

Contract Amount	Class of Work	Date Completed	Name, Contact, Address and Telephone No. of Client
\$ _____	_____	_____	_____

(10) List the name of the person who inspected the site of the proposed work for your firm:

Date of Inspection: _____

(11) If requested by the District, the Bidder shall furnish a notarized financial statement, financial data, or other information and reference sufficiently comprehensive to permit an appraisal of Bidder's current financial condition.

(12) List the name and address of all **subcontractors who will perform work** in or about the VALLE LINDO RESTROOM REMODEL and indicate what part of the work will be done by each such Subcontractor.

NAME: _____

ADDRESS: _____

LICENSE NO. & CLASS: _____

WORK TO BE PERFORMED: _____

NAME: _____

ADDRESS: _____

LICENSE NO. & CLASS: _____

WORK TO BE PERFORMED: _____

NAME: _____

ADDRESS: _____

LICENSE NO. & CLASS: _____

WORK TO BE PERFORMED: _____

NAME: _____

ADDRESS: _____

LICENSE NO. & CLASS: _____

WORK TO BE PERFORMED: _____

NAME: _____

ADDRESS: _____

LICENSE NO. & CLASS: _____

WORK TO BE PERFORMED: _____

List the name and address of **Major Equipment Suppliers** who will provide equipment or major components for the VALLE LINDO RESTROOM REMODEL.

NAME: _____
ADDRESS: _____
EQUIPMENT TO BE PROVIDED: _____

NAME: _____
ADDRESS: _____
EQUIPMENT TO BE PROVIDED: _____

NAME: _____
ADDRESS: _____
EQUIPMENT TO BE PROVIDED: _____

NAME: _____
ADDRESS: _____
EQUIPMENT TO BE PROVIDED: _____

NAME: _____
ADDRESS: _____
EQUIPMENT TO BE PROVIDED: _____

(13) The Contractor shall furnish the following information concerning bid depository or registry services used in obtaining subcontractor bid figures for this Bid. Additional sheets may be attached if necessary.

A. Were bid depository or registry services used in obtaining subcontractor bid figures in order to compute your bid? Yes () No ()

B. If the answer to "A." is "Yes," forward a copy of the rules of each bid depository you used in the preparation of this Bid.

C. Did you have any source of subcontractor bids other than bid depositories? Yes () No ()

D. Has any person or group threatened you with subcontractor boycotts, union boycotts, or other sanctions to attempt to convince you to use the services or abide by the rules of one or more bid depositories? Yes () No ()

E. If the answer to "D" is "Yes", please explain the following details:

(a) Date: _____

(b) Name of person or group: _____

(c) Job involved (if applicable): _____

(d) Nature of threats: _____

(e) Additional comments: _____

(TO ACCOMPANY BID)

In accordance with Public Contracting Code Section 10162, the bidder shall complete, under penalty of perjury, the following questionnaire:

QUESTIONNAIRE

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on or completing a Federal, State, or local government project because of a violation of law or a safety regulation?

Yes _____ No _____

If the answer is yes, explain the circumstances in the following space:

Note: This questionnaire constitutes a part of the Bid, and a signature on the Bid shall be constituted a signature on this questionnaire.

CONTRACTOR LICENSE AFFIDAVIT

STATE OF CALIFORNIA)
COUNTY OF _____) ss.

_____, being first duly sworn, deposes
Name

and says that he or she is _____ of _____,
Title **Name of Firm**

the party making the foregoing bid, is a licensed Contractor, a duly authorized partner of a Joint Venture which holds a license as a Partnership, or a duly authorized principal and/or representative of a Corporation which holds a license as a Corporation, and that he or she understands the information shown below shall be included with the bid, and understands that any bid not containing this information, or if this information is subsequently proven to be false, shall be considered non-responsive and shall be rejected by the Pleasant Valley Recreation & Park District.

Contractor's State License Number and Classification

License Expiration Date

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Subscribed at: _____
(City and County, State)

on _____, 20_____.

Signature

State License Number and Classification

Street Address **City** **State** **Zip Code**

Telephone Number

**NONCOLLUSION DECLARATION TO BE EXECUTED
BY
BIDDER AND SUBMITTED WITH BID**

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

AGREEMENT

THIS AGREEMENT made and entered into by and between the **PLEASANT VALLEY RECREATION & PARK DISTRICT, CALIFORNIA**, hereinafter referred to as the "**District**" and _____ hereinafter referred to as the "**Contractor**".

WITNESSETH: That the parties hereto do mutually agree as follows:

ARTICLE I: For and in consideration of the payments and agreements hereinafter mentioned to be made and performed by said District, said Contractor agrees with said District to construct the work under the District's specification entitled "VALLE LINDO RESTROOM REMODEL, SPEC NO. VL-2019-2" and to perform and complete in a good and workmanlike manner all the work pertaining thereto shown on the drawings and described in the specifications herein, to furnish at his or her own proper cost and expense all tools, equipment, labor, and materials necessary therefor, except such material and equipment as in said specifications as expressly stipulated to be furnished by said District, and to do everything required by this Agreement and the said specifications and drawings.

ARTICLE II: For furnishing all said materials and labor, furnishing and removing all plant, temporary works or structures, tools and equipment and doing all the work contemplated and embraced in this Agreement, also for all loss and damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen difficulties which may arise from or be encountered in the prosecution of the work until its acceptance by said District, and for all risks of every description connected with the work; also for all expenses incurred by or in consequence of the suspension or discontinuance of work, except such as in the said specifications are expressly stipulated to be borne by said District, and for well and faithfully completing the work the whole thereof, in the manner shown and described in said drawings and specifications and in accordance with the requirements of the Project Manager, said District will pay and said Contractor shall receive in full compensation therefor the prices named in the Bidding Schedule of the Bid hereto attached.

ARTICLE III: All work to be done under this contract shall be completed within **Eighty-Four (84) consecutive working days**, beginning on the date stipulated in the written Notice to Proceed issued by the Project Manager. Any changes in time and/or price are to be submitted to the District Project Manager, in writing, within 3 days of the occurrence giving rise to the request and shall request a formal decision from the District within 3 days and shall include data supporting the request.

ARTICLE IV: The District hereby promises and agrees with said Contractor to employ, and does hereby employ, said Contractor to provide the materials and to do the work according to the terms and conditions herein contained and referred to for the price aforesaid, and hereby contracts to pay for the same, at the time, in the manner, and upon the conditions set forth in said specifications; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE V: The Notice Inviting Sealed Bids, the Instructions to Bidders, the Bid, the Specifications, and the Drawings mentioned therein, all addenda issued prior to the opening of the bid by the District, all contract change orders issued after execution of the Contract Agreement, the Special Provisions, Non-Collusion Declaration, Faithful Performance Bond, Payment Bond, all of which are essential parts of this contract, are hereby incorporated in and made part of this Agreement.

ARTICLE VI: Contractor acknowledges the provisions of Labor Code Section 1860 requiring every employer to be insured against liability for worker's compensation, or to undertake self-insurance in accordance with the provisions of that code and certifies that it is in compliance with such provisions.

ARTICLE VII: The Contractor shall supply the District with Certificates evidencing all required insurance policies as described in the Instructions to Bidders.

ARTICLE VIII: The Contractor certifies that he or she is aware of the provisions of Public Contract Code Section 6109 and that any contractor or subcontractor who is ineligible under [Lab C §§1777.1](#) and [1777.7](#) is prohibited from working on this Project.

ARTICLE IX: Contractor acknowledges and agrees to comply with the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft, classification, or type of workman needed to execute this contract. State general prevailing wage determination as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>) and the contractor shall post all required job site notices. The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced. This contract is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor agrees that eight hours' labor constitutes a legal day's work.

The Contractor hereby agrees that the Contractor, and any subcontractor under the Contractor, shall pay not less than the general prevailing rate of per diem wages, as determined by the Director of the Department of Industrial Relations, to all workers employed in the execution of this contract as required under Subsection 7-2.2 of the Standard Specifications for Public Works Construction, and shall submit weekly to the District, certified copies of the payroll records for all said workers and shall comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by [Labor Code Section 1776](#) and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction. In addition, the Contractor and any subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly. The Labor Commissioner may at any time require the contractors and subcontractors to furnish electronic certified payroll records.

The prevailing rate of per diem wages are on file at the Pleasant Valley Recreation & Park District, Department of Public Works, 1605 E. Burnley Street, Camarillo, CA 93010, and are available to any interested party on request. The Contractor is required to post at the job site the prevailing

rate of per diem wages as determined by the Director of the Department of Industrial Relations and other notices prescribed by regulation.

Contractor and any subcontractor under the Contractor must comply with the requirements of California Labor Code Sections 1777.5 and 1777.6 regarding the employment of apprentices.

ARTICLE X: The Contractor hereby agrees to indemnify and defend the District, its officers, agents, and employees against, and to hold and save them and each of them harmless from, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions, or liabilities (hereinafter "Claims or Liabilities") that may be asserted or claimed by any person, firm, or entity arising out of or in connection with this Agreement, the construction of the project, any alleged breach or breach of any provision set forth in this Agreement or the plans or specifications for the project, design defects, any alleged violation or violation of any federal, state, or local, law, ordinance, statute, rule, regulation, or order, any failure or alleged failure to secure any applicable regulatory permit, license, or agreement, and the errors and omissions, willful misconduct, or negligence, whether said negligence is concurrent, active or passive, of the Contractor, its officers, agents, employees, or any other persons, except that the Contractor shall not be required to indemnify, defend, and hold harmless the District, its officers, agents, and employees against Claims or Liabilities caused by the negligence or willful misconduct or active negligence of the District, its officers, agents, or employees.

ARTICLE XI: The District, in accordance with Public Contract Code Section 22300, shall permit the substitution of securities for any moneys withheld by the District to secure performance under a contract. The District hereby incorporates herein all of the provisions set forth in Public Contract Code Section 22300.

ARTICLE XII: In the performance of this agreement, the Contractor shall not engage in, nor permit others he or she may hire to engage in, discrimination in the employment of persons because of their race, religious creed, color, or national origin, except as provided in Government Code Section 12940. Violation of this provision may result in the imposition of penalties as provided in Labor Code Section 1735.

ARTICLE XIII: Contractor will be compensated for any utility relocation required as part of the project which is not shown on the plans and Contractor will not be assessed liquidated damages for any delays caused by the District's or a public utility's failure to provide for removal or relocation of utility facilities.

ARTICLE XIV: The Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the contract and such other records as may be deemed necessary by the District to assure proper accounting for all funds, both federal and non-federal shares. These records will be made available for audit purposes to the District or any authorized representative and will be retained for 3 years after the expiration of this contract, unless permission to destroy them is granted by the District.

ARTICLE XV: No officer or employee of the District shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the

Agreement which affects his or her financial interest or the financial interest of any corporation, partnership or association in which he or she is interested, in violation of any State statute or regulation. Similarly, Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

ARTICLE XVI: The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

ARTICLE XVII: Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Ventura, State of California, or any other appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

ARTICLE XVIII: District will timely notify Contractor of any third-party claim received by the District relating to this Agreement.

[Signatures on next page]

**DISTRICT: PLEASANT
VALLEY RECREATION &
PARK DISTRICT, CALIFORNIA**

Dated _____, 2019

By: _____
_____, Chairman

ATTEST:

_____, Clerk of the Board

Dated _____, 2019

CONTRACTOR: _____

By: _____
AUTHORIZED REPRESENTATIVE

TITLE

By: _____
AUTHORIZED REPRESENTATIVE

TITLE

(Attach acknowledgment for each
Authorized Representative of Contractor.)

Address: _____

Phone: _____

Fax: _____

Email: _____

**LABOR AND MATERIAL BOND
(PAYMENT BOND)**

WHEREAS, the PLEASANT VALLEY RECREATION & PARK DISTRICT, ("District"), has awarded to _____, as Contractor ("Contractor"), a Contract for the work entitled and described as follows:

VALLE LINDO RESTROOM REMODEL

SPEC NO. VL-2019-2

WHEREAS, said Contractor is required to furnish a bond in conjunction with said Contract, to secure the payment of claims of laborers, mechanics, material men, and other persons as provided by law;

NOW, THEREFORE, we the undersigned Contractor and Surety, are held and firmly bound unto the District in the sum of _____ (\$ _____), this amount being not less than one hundred percent (100%) of the total contract price, lawful money of the United States of America, for payment of which sum well and truly be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay a reasonable attorney's fee to the District in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractor fails to pay: (1) for any work, materials, services, provisions, provender, or other supplies, or for the use of implements of machinery, used in, upon, for, or about the performance of the work to be done, or for any work or labor thereon of any kind; (2) for work performed by any of the persons named in Civil Code Section 9100; (3) for any amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract; and/or (4) for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and/or its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work and labor, then the Surety herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100 so as to give a right of action to such persons or their assigns in any suit brought upon the bond. Moreover, if the District or any entity or person entitled to file stop payment notices is required to engage the services of an attorney in connection with the enforcement of this bond, each shall be liable for the reasonable attorney's fees incurred, with or without suit, in addition to the above sum.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of

such change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20____.

_____ CONTRACTOR _____ SURETY

ADDRESS OF SURETY

CITY STATE ZIP

TELEPHONE

BY: _____
(CONTRACTOR SEAL)

BY: _____
(CONTRACTOR SEAL)

**CONTRACTOR'S CERTIFICATE
REGARDING WORKERS' COMPENSATION**

Labor Code Section 3700

"Every employer except the state shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

(c) For any county, city, city and county, municipal corporation, public district, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

For purposes of this section, "state" shall include the superior courts of California."

I am aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONTRACTOR

By: _____
AUTHORIZED REPRESENTATIVE

TITLE

(In accordance with Article 5 {commencing at Section 1860}, Chapter 1, Part 7, Division 2, of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

APPRENTICESHIP REQUIREMENTS

Labor Code, Division 2, Part 7, Chapter 1, Section 1773.3 “Notice; Required information” states:

"(a)(1) An awarding agency shall provide notice to the Department of Industrial Relations of any public works contract subject to the requirements of this chapter, within five (5) days of the award.

(2) The notice shall be transmitted electronically in a format specified by the department and shall include the name of the contractor, any subcontractor listed on the successful bid, the bid and contract award dates, the contract amount, the estimated start and completion dates, job site location, and any additional information the department specifies that aids in the administration and enforcement of this chapter.

(b) In lieu of responding to any specific request for contract award information, the department may make the information provided by awarding bodies pursuant to this section available for public review on its Internet Web site."

Also note **Labor Code Sections 1776(g), 1777.5 and 1777.7.**

NOTICE

THE CONTRACTOR WILL BE REQUIRED TO FURNISH THE PLEASANT VALLEY RECREATION & PARK DISTRICT WITH THE CLASSIFICATIONS OF LABORERS TO BE USED FOR THE COMPLETION OF THIS VALLE LINDO RESTROOM REMODEL WITHIN THREE (3) WORKING DAYS AFTER NOTIFICATION OF AWARDING OF CONTRACT.

PLEASANT VALLEY RECREATION & PARK DISTRICT

GENERAL PROVISIONS

SCOPE OF WORK: This project will commence within the Pleasant Valley Recreation & Park District. The work to be done consists of furnishing all materials, equipment, tools, labor, and incidentals as required by the Plans, Specifications, and Contract Documents. The general items of work are provided by Plans, Specifications and Contract Documents.

LOCATION OF WORK: The work will take place at 889 Aileen St, in Camarillo, California

STANDARD SPECIFICATIONS: The Standard Specifications of the District are contained in the 2015 Edition of the Standard Specifications for Public Works Construction, with amendments and supplements, as written and promulgated by the Joint Cooperative Committee of the Southern California Chapter of the American Public Works Association and the Southern California District of the Associated General Contractors of California. Copies of these Standard Specifications are available from the publisher, Building News, Incorporated, 990 Park Center Drive, Suite E, Vista, California 92081; telephone (760) 734-1113.

The Standard Specifications set forth above will control the General Provisions, Construction Materials, and Construction Methods for this Contract, except as amended by the Plans, Special Provisions, or other Contract Documents. The following Special Provisions are supplementary and in addition to the provisions of the Standard Specifications unless otherwise noted and the section numbers of the Special Provisions coincide with those of the said Standard Specifications. Only those sections requiring elaborations, amendments, specifying of the options, or additions are called out.

LEGAL ADDRESS OF CONTRACTOR: The address given in the Contractor's bid on which the contract is founded is hereby designated as the place to which all notices, letters, and other communications to the Contractor shall be mailed or delivered. Unless otherwise required by law, the mailing to or delivering at the above-named place of any notice, letter, or other communication by the District to the Contractor shall be deemed sufficient service thereof upon the Contractor. The date of said service shall be the date of such mailing or delivery. Such address may be changed at any time by a written notice signed by the Contractor and delivered to the Project Manager.

RECOVERY OF DAMAGES: The making of an estimate and payment in accordance therewith shall not preclude the District from demanding and recovering from the Contractor such damages as it may sustain by reason of the Contractor's failure to comply with the Specifications.

MONIES MAY BE RETAINED: The District may keep any monies which would otherwise be payable at any time hereunder and apply the same, or so much as may be necessary therefor, to the payment of any expenses, losses, or damages, as determined by the Project Manager, incurred by the District, for which the Contractor is liable under the contract.

SALES AND/OR TAXES: Except as may be otherwise specifically provided herein, all sales and/or use taxes assessed by federal, state, or local authorities on materials used or furnished by the Contractor in performing the work hereunder shall be paid by the Contractor.

ALLOWABLE VARIATION: When in these Specifications a maximum or minimum, either in size, percentage, or thickness or relating to quality, character, or other matter, is allowed or prescribed, the work shall be accepted as in compliance if within such maximum or minimum so allowed thereby.

PROTECTION OF PUBLIC UTILITIES: The Contractor shall not be assessed liquidated damages for delay in completion of the project when such delay is caused by failure of the District or owner of a public utility to provide for removal or relocation of existing utility facilities. This Agreement is subject to Government Code Sections 4215 and 4126 – 4216.9. Contractor must notify utilities and obtain an identification number before excavation or be subject to liability for damages to subsurface installations.

EMERGENCY INFORMATION: The names, addresses, and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Parks Department, the District Fire Department, and the County Sheriff's Department prior to beginning work.

EMPLOYMENT OF APPRENTICES: The Contractor's attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by the Contractor or any Subcontractor under the Contractor. The Contractor, and any subcontractor under the Contractor, shall comply with the requirements of all statutory provisions relating to the employment of apprentices. Information relative to apprenticeship standards and administration of the apprenticeship program may be obtained from the Director of Industrial Relations, P.O. Box 603, San Francisco, California 94101 or from the Division of Apprenticeship Standards and its branch offices.

PENALTIES FOR DISCRIMINATION IN EMPLOYMENT: Any Contractor who shall be found in violation of the nondiscrimination provisions of the State of California Fair Employment Practices Act or similar provisions of federal law or executive order in the performance of any contract with the District shall be found in material breach of such contract and the District shall have power to cancel or suspend the Contractor, in whole or in part, or to deduct from the amount payable to such Contractor the sum of twenty-five dollars (\$25.00) for each person for each calendar day during which such person was discriminated against, as damages for said breach of contract; or both. Only a finding of the State of California Fair Employment Practices Commission or the equivalent federal agency or officer shall constitute evidence of a violation of contract under this section.

The Contractor shall enclose with his or her bid a Compliance Report stating that he or she will pursue an affirmative course of action as required by the affirmative action guidelines.

PROVISIONS REQUIRED BY LAW DEEMED INSERTED: Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein, and the contract shall be read and enforced as though it were included herein. If through mistake

or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the contract shall forthwith be physically amended to make such insertion or correction.

PAYROLL RECORDS: The Contractor's attention is directed to the following provisions of Labor Code Section 1776, "Payroll record of wages paid; Inspections; Forms; Effect of noncompliance; Penalties". The Contractor shall be responsible for the compliance with these provisions by his or her subcontractors.

"(a) Each contractor and subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

- (1) The information contained in the payroll record is true and correct.
- (2) The employer has complied with the requirements of Sections 1771, 1811, and 1815 for any work performed by his or her employees on the public works project.

(b) The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours at the principal office of the contractor on the following basis:

- (1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.
- (2) A certified copy of all payroll records enumerated in subdivision (a) shall be made available for inspection or furnished upon request to a representative of the body awarding the contract and the Division of Labor Standards Enforcement of the Department of Industrial Relations.
- (3) A certified copy of all payroll records enumerated in subdivision (a) shall be made available upon request to the public for inspection or for copies thereof. However, a request by the public shall be made through either the body awarding the contract or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to paragraph (2), the requesting party shall, prior to being provided the records, reimburse the costs of preparation by the contractor, subcontractors, and the entity through which the request was made. The public may not be given access to such records at the principal office of the contractor.

(c) Unless required to be furnished directly to the Labor Commissioner in accordance with paragraph (3) of subdivision (a) of Section 1771.4, the certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement or shall contain the same information as the forms provided by the division. The payroll records may consist of printouts of payroll data that are maintained as computer records, if printouts contain the same information as the forms provided by the division and the printouts are verified in the manner specified subdivision (a).

(d) A contractor or subcontractor shall file a certified copy of the records enumerated in subdivision (a) with the entity that requested the records within 10 days after receipt of a written request.

(e) Except as provided in subdivision (f), any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by the awarding body or the Division of Labor Standards Enforcement shall be marked or obliterated to prevent disclosure of an individual's name, address, and social security number. The name and address of the contractor awarded the contract or the subcontractor performing the contract shall not be marked or obliterated. Any copy of records made available for inspection by, or furnished to, a multiemployer Taft-Hartley trust fund (29 U.S.C. Sec. 175a) shall be marked or obliterated only to prevent disclosure of an individual's full social security number but shall provide the last four digits of the social security number. Any copy of records made available for inspection by, or furnished to, a joint labor-management committee established pursuant to the federal Labor Management Cooperation Act of 1978 (29 U.S.C. Sec. 175a) shall be marked or obliterated only to prevent disclosure of an individual's social security number.

(f)(1) Notwithstanding any other provision of law, agencies that are included in the Joint Enforcement Strike Force on the Underground Economy established pursuant to Section 329 of the Unemployment Insurance Code and other law enforcement agencies investigating violations of law shall, upon request, be provided nonredacted copies of certified payroll records. Any copies of records or certified payroll made available for inspection and furnished upon request to the public by an agency included in the Joint Enforcement Strike Force on the Underground Economy or to a law enforcement agency investigating a violation of law shall be marked or redacted to prevent disclosure of an individual's name, address, and social security number.

(2) An employer shall not be liable for damages in a civil action for any reasonable act or omission taken in good faith in compliance with this subdivision.

(g) The contractor shall inform the body awarding the contract of the location of the records enumerated under subdivision (a), including the street address, city, and county, and shall, within five working days, provide a notice of a change of location and address.

(h) The contractor or subcontractor has 10 days in which to comply subsequent to receipt of written notice requesting the records enumerated in subdivision (a). In the event that the contractor or subcontractor fails to comply within the 10-day period, he or she shall, as a penalty to the state or political subdivision on whose behalf the contract is made or awarded, forfeit one hundred dollars (\$100) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. A contractor is not subject to a penalty assessment pursuant to this section due to the failure of a subcontractor to comply with this section.

(i) The body awarding the contract shall cause to be inserted in the contract stipulations to effectuate this section.

(j) The director shall adopt rules consistent with the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code) and the

Information Practices Act of 1977 (Title 1.8 (commencing with Section 1798) of Part 4 of Division 3 of the Civil Code) governing the release of these records, including the establishment of reasonable fees to be charged for reproducing copies of records required by this section.”

ASSIGNMENT OF ANTITRUST ACTIONS: The Contractor's attention is directed to the following provision of the Public Contracts Code, Section 7103.5, which shall be applicable to the Contractor and his or her subcontractors:

"(b) In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 Division 7 of Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.”

CONSTRUCTION SCHEDULES: Prior to issuing the “Notice to Proceed”, the Project Manager will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods, and clarify inspection procedures. The Contractor must provide to the Project Manager, at the time of the preconstruction meeting, a schedule in the form of a Gantt Chart for review and approval. Any change in the construction schedule will require the Contractor to provide revised charts of those changes to the Project Manager within two (2) working days. The "Notice to Proceed" will be issued upon approval of the project schedule. Requests for changes in the schedule shall be submitted by the Contractor to the Project Manager in writing for approval at least 48 hours prior to the scheduled operations on the streets affected.

The schedule shall be broken down into activities by street with durations no greater than one week. No more than 15% of the activities may be on the critical path of the baseline schedule. The Project Manager will review the baseline schedule and the Contractor will make any reasonable changes requested to make the schedule acceptable.

If at any time completion is ten or more working days behind schedule, the Contractor shall submit a recovery schedule, subject to approval, showing how the original completion date will be met.

CONSTRUCTION WORKING HOURS: The Contractor's regular hours of work will be from 7:00 AM to 7:00 PM on all work days as defined in Section 6-7.2 (S.S.P.W.C.).

EQUIVALENT MATERIALS: Approval of equipment and materials offered as equivalents to those specified must be obtained in writing from the District prior to the opening of bids. Requests for consideration of equivalents must be submitted in writing allowing five (5) working days for complete consideration of all specifications, samples, references, tests, and other details to the full satisfaction of the District.

SPECIAL PROVISIONS

PLEASANT VALLEY RECREATION & PARK DISTRICT

VALLE LINDO RESTROOM REMODEL FISCAL YEAR 2018-2019

SPEC NO. VL-2019-2

1. GENERAL

A. THE REQUIREMENT: All work embraced herein shall be accomplished in accordance with the applicable portions of the "Standard Specifications for Public Works Construction" 2015 edition, plus any supplements, published, herein referred to as "Standard Specifications," except as modified by the General Conditions, these Special Provisions, Standard Drawings and the Project Plans. In addition to the above, the Contractor shall comply with the requirements of the following:

- (1) Notice Inviting Sealed Bids
- (2) Instructions to Bidders
- (3) Bid
- (4) Bid Bond
- (5) Information Required of Bidder
- (6) Agreement
- (7) Faithful Performance Bond
- (8) Payment Bond (Labor and Material Bond)

B. DEFINITION OF TERMS: Wherever in the Standard Specifications terms are used, they shall be understood to mean and refer to the following:

- (1) District – The Pleasant Valley Recreation & Park District
- (2) Board - The District's governing board
- (3) Project Manager – The District's Parks Manager, acting either directly or through authorized agents. Also referred to herein as District Project Manager.
- (4) Other terms appearing in the Standard Specifications, the General Conditions, and these Special Provisions shall have the intent and meaning specified in Section 1 of the Standard Specifications.

C. SCOPE AND CONTROL OF THE WORK:

PROJECT PLANS: The location of the work, its general nature, extent, form and detail of the various features are shown on drawings accompanying and made a part of these specifications.

2.5 PLANS AND SPECIFICATIONS

2-5.1 General. The Contractor shall maintain a control set of Plans and Specifications on the project site at all times. All final locations determined in the field, and any deviations from the Plans and Specifications, shall be marked in red on this control set to show the as-built conditions. Upon completion of all work, the Contractor shall return the control set to the Project Manager. Final payment will not be made until this requirement is met.

Section 2 is amended by adding thereto the following new Subsection 2-5.4 Record Drawings:

2-5.4 Record Drawings.

All corrections on record drawings shall be done in red ink. Record drawings shall be a control set of the construction plans kept on the site for daily recording of "as built" conditions. Show dimensioned locations of all buried facilities, such as drains, sumps, pipe, valves, electrical conduits, and irrigation wires.

Dimensions must be taken from above ground permanent architectural objects, not plants or irrigation heads. All dimensions, notes, etc., shall be legible.

Record drawings shall be reviewed prior to all progress payment requests and submitted prior to final inspection.

D. COMPLETION OF WORK:

(1) All work to be done under this contract shall be completed within Eighty-Four days (84) **consecutive working days**, exclusive of maintenance periods, beginning on the date stipulated in the written "Notice to Proceed" issued by the Project Manager.

(2) In the event that the Project Manager is of the opinion that the work is being inadequately or improperly prosecuted in any respect, he or she may demand that the Contractor improve or change the prosecution of the work in such manner as to assure proper and timely completion.

E. FINAL INVOICE AND PAYMENT:

(1) Whenever in the opinion of the Project Manager the Contractor shall have completely performed the contract on his or her part, the Project Manager shall notify the District that the contract has been completed in its entirety. He or she shall request that the District accept the work and that the District of the Board be authorized to file, on behalf of the District, in the office of the Ventura County Recorder, a notice of completion of the work herein agreed to be done by the Contractor. The Contractor will then submit to the Project Manager for approval a written statement of the final quantities of contract items

for inclusion in the final invoice. Upon receipt of such statement, the Project Manager shall check the quantities included therein and shall authorize the Contractor to submit an invoice which in the Project Manager's opinion shall be just and fair, covering the amount and value of the total amount of work done by the Contractor, not including the work that has already been invoiced by the Contractor. District will pay this invoice less any amounts District is required to withhold as described elsewhere in the Contract Documents.

(2) On the expiration of sixty (60) calendar days after recordation of the acceptance of the project by Ventura County Recorder, the District shall pay to the Contractor the amount remaining after deducting from the amount or value stated in the invoice all prior payments to the Contractor and all amounts to be kept and retained under the provisions of the contract and 150% of all disputed amounts, and shall release the faithful performance bond and the labor and material bond once all applicable disputes have been resolved. The District will comply with Public Contract Code Section 7107 and other applicable law regarding the release of retention.

F. RETENTION: The District will deduct a five percent (5%) retention from all progress payments as specified in Section 9-3.2 of the Standard Specifications for Public Works Construction.

G. SUBSTITUTION OF SECURITIES FOR RETENTION: Public Contract Code Section 22300 is hereby incorporated by reference. The substitution of securities for any moneys withheld by a public agency to ensure performance under a contract shall be permitted by the District.

H. NO PERSONAL LIABILITY: No agent of the Pleasant Valley Recreation & Park District shall be personally responsible for any liability arising under the contract. No claim shall be made or filed, and neither the District nor any of its agents shall be liable for, or held to pay money, except as specifically provided in the contract.

I. UNPAID CLAIMS: If, upon or before the completion of the work herein agreed to be performed or at any time prior to the expiration of the period within which claims of lien may be filed for record as prescribed by Civil Code Section 8416, any person or persons claiming to have performed any labor or furnished any material, supplies, or services toward the performance or completion of this contract or that they have agreed to do so, shall file with the District a verified statement of such claim, stating in general terms the kind of labor and materials and the name of the person to or for whom the same was done or furnished, or both, and the amount in value, as near as may be, of that already done or furnished, or both, together with a statement that the same has not been paid, or if any person or persons shall bring against the District or against any agent or agents thereof any action to enforce such claim, the District shall until the discharge thereof withhold from the moneys under its control so much of said moneys due or to become due the Contractor under this contract as shall be sufficient to satisfy and discharge the amount in such notice or under such action claimed to be due, together with the costs thereof; provided, that if the District shall in its discretion permit the Contractor to file such additional bond as is authorized by Civil Code Section 9364 in a sum equal to 125% of the amount of the claim, said moneys shall not thereafter be withheld on account of such claim.

J. ADDITIONAL SURETY: If during the continuance of the contract any of the sureties upon the faithful performance bond in the opinion of the Project Manager are or become insufficient, he or she may require additional sufficient sureties which the Contractor shall furnish to the satisfaction of the Project Manager within fifteen (15) days after notice and, in default thereof, the contract may be suspended and the work completed as provided in Section 6 of the Standard Specifications.

K. NOISE CONTROL REQUIREMENTS: The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances that apply to any work performed pursuant to the contract.

Each internal combustion engine, used for any purpose on the job or related to the job, shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the project without said muffler. The noise level from the Contractor's operations, between the hours of 7:00 A.M. and 7:00 P.M., shall not exceed 86 dBA at a distance of fifty (50) feet. This requirement in no way relieves the Contractor from responsibility for complying with the District Code Chapter 8.20 "Noise Control" regulating noise level. Said noise level requirements shall apply to all equipment on the job or related to the job, including but not limited to trucks, transmit mixers, or transient equipment that may or may not be owned by the Contractor. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety laws for the protection of personnel.

Full compensation for conforming to the requirements of this section shall be considered as included in the unit cost for the various contract items of work involved, and no additional compensation will be allowed therefor.

L. PERMITS AND LICENSES: The Contractor shall procure all permits and licenses, pay all charges and fees, and give all notices necessary and incident to the due and lawful prosecution of the work. The Contractor shall also ensure that all subcontractors obtain required permits and licenses.

The Environmental Quality Act of 1970 (Chapter 1433, Stats. 1970), as amended by Chapter 1154, Stats. 1972, may be applicable to permits, licenses, and other authorizations which the Contractor must obtain from local agencies in connection with performing the work of the contract. The Contractor shall comply with all applicable environmental laws and regulations and conditions on the project in obtaining such permits, licenses, and other authorizations, and they shall be obtained in sufficient time to prevent delays to the work, and in undertaking the construction of the project. Contractor shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

In the event that the District has obtained permits, licenses, or other authorizations applicable to the work in conformance with the requirements in said Environmental Quality Act of 1970, the Contractor shall comply with the provisions of said permits, licenses, and other authorizations.

M. PAYMENTS: Attention is directed to Subsection 9-3 of the Standard Specifications for partial payment and final payment requirements. No partial payment will be made for any materials on hand which are furnished but not incorporated in the work.

N. LEGAL ACTIONS AGAINST THE DISTRICT: In the event litigation is brought against the District concerning compliance by the District with State or Federal laws, rules, or regulations applicable to highway work, the provisions of this section shall apply.

(1) If, pursuant to court order, the District prohibits the Contractor from performing all or any portion of the work, the delay will be considered a right of way delay within the meaning of Subsection 6-6 of the Standard Specifications unless the contract is terminated as hereinafter provided, in which event compensation payable to the Contractor shall be determined in accordance with said termination provisions.

(2) If, pursuant to court order (other than an order to show cause) the District is prohibited from requiring the Contractor to perform all or any portion of the work, the District may, if it so elects, eliminate the enjoined work pursuant to Section 3 of the Standard Specifications or terminate the contract in accordance with Subsections 6-3 and 6-5 of the Standard Specifications.

(3) If the final judgment in the action prohibits the District from requiring the Contractor to perform all or any portion of the work, the District will either eliminate the enjoined work pursuant to Section 3 of the Standard Specifications or terminate the contract in accordance with Subsections 6-3 and 6-5 of the Standard Specifications.

(4) Termination of the contract and the total compensation payable to the Contractor in the event of termination shall be governed by the following:

(a) The Project Manager will issue the Contractor a written notice specifying that the contract is to be terminated. Upon receipt of said written notice and, except as otherwise directed in writing by the Project Manager, the Contractor shall:

[1] Stop all work under the contract, except that portion of the work specifically directed to be completed prior to acceptance.

[2] Perform work the Project Manager deems necessary to secure the for termination.

[3] Remove equipment and plan from the site of the work.

[4] Take such action as is necessary to protect materials from damage.

[5] Notify all Subcontractors and suppliers that the contract is being terminated and that their contracts of orders are not to be further performed unless otherwise authorized in writing by the Project Manager.

[6] Provide the Project Manager with an inventory list of all materials previously produced, purchased, or ordered from suppliers for use in the work and not yet used in the work, including its storage location and such other information as the Project Manager may request.

[7] Dispose of materials not yet used in the work as directed by Project Manager. It shall be the Contractor's responsibility to provide the District with good title to all materials purchased by the District hereunder, including materials for which partial payment has been made as provided in Subsection 9-3.2 of the Standard Specifications, and with bills of sale or other documents of title for such materials.

[8] Subject to the prior written approval of the Project Manager, settle all outstanding liabilities and all claims arising out of subcontracts or orders for materials terminated hereunder. To the extent directed by the Project Manager, the Contractor shall assign to the District all the right, title, and interest of the Contractor under subcontracts or orders for materials terminated hereunder.

[9] Furnish the Project Manager with the documentation required to be furnished by the Contractor under the provisions of the contract including, on projects as to which Federal funds are involved, all documentation required under the Federal requirements included in the contract.

[10] Take such other actions as the Project Manager may direct.

(b) Acceptance of the contract as hereinafter specified shall not relieve the Contractor of responsibility for damage to materials except as follows:

[1] The Contractor's responsibility for damage to materials for which partial payment has been made as provided in Subsection 9-3.2 of the Standard Specifications, and for materials furnished by the District for use in the work and unused, shall terminate when the Project Manager certifies that such materials have been stored in the manner and at the locations he or she has directed.

[2] The Contractor's responsibility for damage to materials purchased by the District subsequent to the issuance of the notice that the contract is to be terminated shall terminate when title and delivery of the materials has been taken by the District.

[3] When the Project Manager determines that the Contractor has completed the work under the contract directed to be completed prior to termination and such other work as may have been ordered to secure the project for termination, he or she will recommend that the Project Manager formally accept the contract, and immediately upon and after such

acceptance by the Project Manager, the Contractor will not be required to perform any further work thereon and shall be relieved of his or her contractual responsibilities for injury to persons or property which occurs after the formal acceptance of the by the Project Manager.

(c) The total compensation to be paid to the Contractor shall be determined by the Project Manager on the basis of the following:

[1] The reasonable cost to the Contractor, without profit, for all work performed under the contract, including mobilization, demobilization, and work done to secure the project for termination. Reasonable cost will include a reasonable allowance for project overhead and general administrative overhead not to exceed a total of seven percent (7%) of direct costs of such work.

When in the opinion of the Project Manager, the cost of a contract item of work is excessively high due to costs incurred to remedy or replace defective or rejected work, the reasonable cost to be allowed will be the estimated reasonable cost of performing such work in compliance with the requirements of the plans and specifications and the excessive actual cost shall be disallowed.

[2] A reasonable allowance for profit on the cost of the work performed as determined under Subsection (a), provided the Contractor establishes to the satisfaction of the Project Manager that it is reasonably probable that he or she would have made a profit had the contract been completed and provided further that the profit allowed shall in no event exceed four percent (4%) of said cost.

[3] The reasonable cost to the Contractor of handling material returned to the vendor, delivered to the District, or otherwise disposed of as directed by the Project Manager.

[4] A reasonable allowance for the Contractor's administrative costs in determining the amount payable due to termination of the contract.

All records of the Contractor and his or her subcontractors, necessary to determine compensation in accordance with the provisions of this section, shall be open to inspection or audit by representatives of the District at all times after issuance of the notice that the contract is to be terminated and for a period of three years, and such records shall be retained for that period.

After acceptance of the work by the Project Manager, the Project Manager may make payments on the basis of interim estimates pending issuance of the Final Estimate when in his or her opinion the amount thus paid, together with all amounts previously paid, will not result in total compensation in

excess of that to which the Contractor will be entitled. All payments, including payment upon the Final Estimate, shall be subject to deduction for prior payments and amounts, if any, to be kept or retained under the provisions of the contract.

The provisions of this section shall be included in all subcontracts.

O. TRENCHING: In accordance with Section 6705 of the California Labor Code,

“No contract for public works involving an estimated expenditure in excess of twenty-five thousand dollars (\$25,000), for the excavation of any trench or trenches five feet or more in depth, shall be awarded unless it contains a clause requiring submission by the Contractor and acceptance by the awarding body or by a registered civil or structural Project Manager employed by the awarding body, to whom authority to accept has been delegated, in advance of excavation, of a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural Project Manager.

“Nothing in this section shall be deemed to allow the use of a shoring, sloping, or protective system less effective than that required by the Construction Safety Orders.

“Nothing in this section shall be construed to impose tort liability on the awarding body or any of its employees”

“The terms "public works" and "awarding body," as used in this section, shall have the same meaning as in Sections 1720 and 1722, respectively, of the Labor Code.”

In addition, pursuant to Public Contracts Code § 7104, if the project involves digging trenches or other excavations that extend deeper than four feet below the surface:

“(a) That the contractor shall promptly, and before the following conditions are disturbed, notify the local public entity, in writing, of any:

“(1) Material that the contractor believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

“(2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

“(3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

“(b) That the local public entity shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the contractor’s cost of, or the time required for, performance of any part of the work shall issue a change order under the procedures described in the contract.

“(c) That, in the event that a dispute arises between the local public entity and the contractor whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in the contractor’s cost of, or time required for, performance of any part of the work, the contractor shall not be excused from any scheduled completion date provided for by the contract, but shall proceed with all work to be performed under the contract. The contractor shall retain any and all rights provided either by contract or by law which pertain to the resolution of disputes and protests between the contracting parties.”

Full compensation for sheeting, shoring, bracing, sloping, and all other provisions required for worker protection shall be considered as included in the contract price shown in the appropriate Bid Item, and no additional compensation will be allowed therefor.

P. CHANGES IN WORK:

The following is hereby added to Section 3-3.2.3 Mark-up:

“Contractor shall only apply the following mark-up: Pursuant to subsections 3-3.2.3.1 Work by the Contractor and 3-3.2.3.2 Work by the Subcontractor the Contractor’s total mark-up is not to exceed 12%.

Q. CONTROL OF MATERIALS:

4-1 MATERIALS AND WORKMANSHIP

4-1.1 General. The Contractor and all subcontractors, suppliers, and vendors shall guarantee that all work performed under this contract fully meets the requirements thereof as to quality of workmanship. Should any defects become evident within a period of one year from the date of the acceptance of the work by the District’s Board, the Contractor shall, at his or her own expense, make any repair or replacement necessary to restore the work to full compliance with these Special Provisions.

Such repair and replacement shall be made promptly upon receipt of written notice from the Project Manager. If the Contractor fails to make such repair and replacement promptly, the Project Manager may cause the work to be done and the costs incurred thereby shall become the liability of the Contractor and his or her Surety.

If, in the opinion of the Project Manager, defective work creates a dangerous condition or requires immediate correction or attention to prevent further loss by the District or to prevent interruption of operations of the District, the District will

attempt to give the notice required by this article. If the Contractor cannot be contacted or does not comply with the Project Manager's request for correction within a reasonable time as determined by the Project Manager, the District may, notwithstanding the provisions of this article, proceed to make such correction or attention and the costs of such correction or attention shall be charged against the Contractor.

The foregoing obligation shall be secured by the surety bond in a form approved by the Project Manager in an amount not less than ten (10%) of the final contract price or \$1,000.00, whichever is greater, and shall be delivered to the Project Manager prior to final acceptance of the work. Payment for fulfilling the requirements of this section shall be considered as included in the unit cost for the various contract items of work, and no additional compensation will be allowed therefor.

4-1.4 Test of Materials. Except as elsewhere specified, the District will bear the cost of testing material and/or workmanship that meets or exceeds the requirements indicated in the project specifications contained herein, Standard Specifications and the Special Provisions. The cost of all other tests, including the retesting of material or workmanship that fails to pass the first test, shall be borne by the Contractor.

4-1.5 Certification. A Certificate of Compliance shall be furnished prior to the use of any materials for which these specifications or the special provisions require that such a certificate be furnished. In addition, when so authorized in these specifications or in the Special Provisions, the Project Manager may permit the use of certain materials or assemblies prior to sampling and testing if accompanied by a Certificate of Compliance. The certificate shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved comply in all respects with the requirements of the specifications. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the certificate.

4-1.6 Trade Names or Equals. Approval of equipment and materials offered as equivalents to those specified must be obtained, in writing, as set forth in the Instructions to Bidders.

R. LIQUIDATED DAMAGES: Section 6-9 of the Standard Specifications is hereby amended as follows:

“(1) Time is of the essence with respect to the performance by Contractor of its duties. Failure of the Contractor to complete the work within the time allowed will result in damages being sustained by the District. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day, or portion thereof, in excess of the time specified for completion of the work (as adjusted), the Contractor shall pay to the District, or the District may deduct from any payments due or to become due to Contractor, the sum of \$250.

Execution of the contract under these specifications shall constitute agreement by the District and the Contractor that the specified liquidated damages per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to complete the work within the allotted time, that such sum is liquidated damages and shall not be construed as a penalty, and that such sum may be deducted from payments due the Contractor if such delay occurs.”

S. CONFERENCES AND MEETING: When and as directed by the Project Manager, the Contractor shall attend all conferences and meetings that the Project Manager deems necessary for the proper progress of work under this contract.

T. UNDERGROUND SERVICE ALERT: Except in an emergency, the Contractor, prior to conducting any excavation or resurfacing, shall contact the appropriate regional notification center, at least two working days prior to commencing that excavation or resurfacing. The regional notification center shall provide an inquiry center and shall notify any member, if known, who has a subsurface installation in the area of the proposed excavation or resurfacing.

Underground Service Alert may be contacted by calling 1-800-422-4133.

U. RESOLUTION OF ALL CONSTRUCTION CLAIMS:

“9204. Legislative findings and declarations regarding timely and complete payment of contractors for public works projects; claims process

- (a) The Legislature finds and declares that it is in the best interests of the state and its citizens to ensure that all construction business performed on a public works project in the state that is complete and not in dispute is paid in full and in a timely manner.
- (b) Notwithstanding any other law, including, but not limited to, Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2, Chapter 10 (commencing with Section 19100) of Part 2, and Article 1.5 (commencing with Section 20104) of Chapter 1 of Part 3, this section shall apply to any claim by a contractor in connection with a public works project.
- (c) For purposes of this section:
 - (1) “Claim” means a separate demand by a contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following:
 - (A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by a public entity under a contract for a public works project.
 - (B) Payment by the public entity of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract for a public works project and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled.

- (C) Payment of an amount that is disputed by the public entity.
- (2) "Contractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who has entered into a direct contract with a public entity for a public works project.
- (3) (A) "Public entity" means, without limitation, except as provided in subparagraph (B), a state agency, department, office, division, bureau, board, or commission, the California State University, the University of California, a city, including a charter city, county, including a charter county, city and county, including a charter city and county, district, special district, public authority, political subdivision, public corporation, or nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency.
- (B) "Public entity" shall not include the following:
- (i) The Department of Water Resources as to any project under the jurisdiction of that department.
 - (ii) The Department of Transportation as to any project under the jurisdiction of that department.
 - (iii) The Department of Parks and Recreation as to any project under the jurisdiction of that department.
 - (iv) The Department of Corrections and Rehabilitation with respect to any project under its jurisdiction pursuant to Chapter 11 (commencing with Section 7000) of Title 7 of Part 3 of the Penal Code.
 - (v) The Military Department as to any project under the jurisdiction of that department.
 - (vi) The Department of General Services as to all other projects.
 - (vii) The High-Speed Rail Authority.
- (4) "Public works project" means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.
- (5) "Subcontractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who either is in direct contract with a contractor or is a lower tier subcontractor.
- (d) (1) (A) Upon receipt of a claim pursuant to this section, the public entity to which the claim applies shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, a public entity and a contractor may, by mutual agreement, extend the time period provided in this subdivision.
- (B) The claimant shall furnish reasonable documentation to support the claim.
- (C) If the public entity needs approval from its governing body to provide the claimant a written statement identifying the disputed portion and the undisputed

portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the public entity shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the claimant a written statement identifying the disputed portion and the undisputed portion.

(D) Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, paragraph (3) shall apply.

(2) (A) If the claimant disputes the public entity's written response, or if the public entity fails to respond to a claim issued pursuant to this section within the time prescribed, the claimant may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute.

(B) Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the claimant sharing the associated costs equally. The public entity and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

(C) For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

(D) Unless otherwise agreed to by the public entity and the contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.

(E) This section does not preclude a public entity from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program, if mediation under this section does not resolve the parties' dispute.

(3) Failure by the public entity to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.

(4) Amounts not paid in a timely manner as required by this section shall bear interest at 7 percent per annum.

(5) If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against a public entity because privity of contract does not exist, the contractor may present to the public entity a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to the public entity shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the contractor shall notify the subcontractor in writing as to whether the contractor presented the claim to the public entity and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

(e) The text of this section or a summary of it shall be set forth in the plans or specifications for any public works project that may give rise to a claim under this section.

(f) A waiver of the rights granted by this section is void and contrary to public policy, provided, however, that (1) upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable; and (2) a public entity may prescribe reasonable change order, claim, and dispute resolution procedures and requirements in addition to the provisions of this section, so long as the contractual provisions do not conflict with or otherwise impair the timeframes and procedures set forth in this section.

(g) This section applies to contracts entered into on or after January 1, 2017.

(h) Nothing in this section shall impose liability upon a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.

(i) This section shall remain in effect only until January 1, 2020, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2020, deletes or extends that date."

RESOLUTION OF CONSTRUCTION CLAIMS OF \$375,000 OR LESS:

“20104. Application of article; provisions included in plans and specifications

(a) (1) This article applies to all public works claims of three hundred seventy-five thousand dollars (\$375,000) or less which arise between contractor and a local agency.

(2) This article shall not apply to any claims resulting from a contract between a contractor and a public agency when the public agency has elected to resolve any disputes pursuant to Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2.

(b) (1) "Public work" means "public works contract" as defined in Section 1101 but does not include any work or improvement contracted for by the State or the Regents of the University of California.

(2) "Claim" means a separate demand by the contractor for (A) a time extension, (B) payment of money or damages arising from work done by or on behalf of, the contractor pursuant to the contract for a public work and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled to, or (C) an amount the payment of which disputed by the local agency.

(c) The provisions of this article or a summary thereof shall be set forth in the plans or specifications for any work which may give rise to a claim under this article.

(d) This article applies only to contracts entered into on or after January 1, 1991.”

“20104.2. Claims; requirements; tort claims excluded

For any claim subject to this article, the following requirements apply:

(a) The claim shall be in writing and include the documents necessary to substantiate the claim. Claims must be filed on or before the date of final payment. Nothing in this subdivision is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims.

(b) (1) For claims of less than fifty thousand dollars (\$50,000), the local agency shall respond in writing to any written claim within 45 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the local agency may have against the claimant.

(2) If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of the local agency and the claimant.

(3) The local agency's written response to the claim, as further documented, shall be submitted to the claimant within 15 days after receipt of the further documentation or within a period of time no greater than that taken by the claimant in producing the additional information, whichever is greater.

(c) (1) For claims of over fifty thousand dollars (\$50,000) and less than or equal to three hundred seventy-five thousand dollars (\$375,000), the local agency shall respond in writing to all written claims within 60 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim the local agency may have against the claimant.

(2) If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of the local agency and the claimant.

(3) The local agency's written response to the claim, as further documented, shall be submitted to the claimant within 30 days after receipt of the further documentation, or within a period of time no greater than that taken by the claimant in producing the additional information or requested documentation, whichever is greater.

(d) If the claimant disputes the local agency's written response, or the local agency fails to respond within the time prescribed, the claimant may so notify the local agency, in writing, either within 15 days of receipt of the local agency's response or within 15 days of the local agency's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, the local agency shall schedule a meet and confer conference within 30 days for settlement of the dispute.

(e) Following the meet and confer conference the claim or any portion remains in dispute, the claimant may file a claim as provided in Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the claimant submits his or her written claim pursuant to subdivision (a) until the time that claim is denied as a result of the meet and confer process, including any period of time utilized by the meet and confer process.

(f) This article does not apply to tort claims and nothing in this article is intended nor shall be construed to change the time periods for filing tort claims or actions specified by Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code.”

“20104.4. Civil action procedures; mediation and arbitration; trial de novo; witnesses

The following procedures are established for all civil actions filed to resolve claims subject to this article:

(a) Within 60 days, but no earlier than 30 days, following the filing or responsive pleadings, the court shall submit the matter to nonbinding mediation unless waived by mutual stipulation of both parties. The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court or by stipulation of both parties.

If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator.

(b) (1) If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, notwithstanding Section 1141.11 of that code. The Civil Discovery Act (Title 4 (commencing with Section 2016.010), of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration.

(2) Notwithstanding any other provision of law, upon stipulation of the parties, arbitrators appointed for purposes of this article shall be experienced in construction law, and, upon stipulation of the parties, mediators and arbitrators shall be paid necessary and reasonable hourly rates of pay not to exceed their customary rate, and such fees and expenses shall be paid equally by the parties, except in the case of arbitration where the arbitrator, for good cause, determines a different division. In no event shall these fees or expenses be paid by state or county funds.

(3) In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, any party who after receiving an arbitration award requests a trial de novo but does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, pay the attorney's fees of the other party arising out of trial de novo.

(c) The court may, upon request by any party, order any witnesses to participate in the mediation or arbitration process.”

“20104.6. Payment on undisputed portion of claim; interest on arbitration award or judgment

(a) No local agency shall fail to pay money as to any portion of a claim which is undisputed except as otherwise provided in the contract.

(b) In any suit filed under Section 20104.4, the local agency shall pay interest at the legal rate on any arbitration award or judgment. The interest shall begin to accrue on the date the suit is filed in a court of law.”

W. WORKING HOUR RESTRICTIONS: Eight hours' labor is a legal day's work. Any workers time of service is restricted to eight hours during any calendar day and forty hours during any calendar week, unless overtime compensation is paid at not less than one and one-half times the basic rate of pay. The Contractor or Subcontractor shall, as a penalty to the District forfeit twenty-five dollars (\$25) for each worker employed in the execution of the contract by the respective Contractor or subcontractor for each calendar day during which the worker is required or permitted to work more than eight hours in any one calendar day and forty hours in any one calendar week in violation of the law.

X. EXAMINATION AND AUDIT: All documents and records that relate in any way to this Agreement shall be maintained for a period of three years after the final payment under this Agreement. These records shall be subject to the examination and audit by the District and by the State Auditor, at the request of the District or as part of any audit of the District, for a period of three years after final payment under the Agreement.

Y. DELAYS AND EXTENSIONS OF TIME

6-6.4 Written Notice and Report. The first sentence of subsection 6-6.4 is hereby deleted and replaced with the following:

“If the Contractor desires payment for a delay as specified in Subsection 6-6.3 of the Standard Specifications, it shall notify the Project Manager in writing within 3 days of the beginning of the delay. If the Contractor desires an extension of time as specified in Subsection 6-6.2 of the Standard Specifications, it shall notify the Project Manager in writing within 3 days of the beginning of the delay. Such notice shall specify the nature of the delay, cause, and the conditions that set the beginning time for the delay.”

Z. PROTECTION AND RESTORATION OF EXISTING IMPROVEMENTS

The second paragraph of Subsection 7-9 of the Standard Specifications is hereby deleted and replaced with the following:

“The Contractor shall relocate, repair, replace, or reestablish all existing improvements within the VALLE LINDO RESTROOM REMODEL area which are not designated for removal (e.g., curbs, sidewalks, driveways, fences, walls, sprinkler systems, signs, utility installations, pavements, structures, grass, etc.) which are damaged or removed as a result of his or her operations or as required by the Plans and Specifications.

Where existing traffic striping, pavement markings, and curb markings are damaged, or their reflectivity reduced by the Contractor's operations, such striping or markings shall also be considered as existing improvements and the Contractor shall repaint or replace such improvements.

Relocations, repairs, replacements, or reestablishments shall be at least equal to the existing improvements and shall match such improvements in finish and dimensions unless otherwise specified.”

The last paragraph of Subsection 7-9 of the Standard Specifications is hereby deleted and replaced with the following:

“All costs to the Contractor for protecting, removing, restoring, relocating, repairing, replacing, or reestablishing existing improvements shall be included in the unit cost for the various items of work and no additional compensation will be allowed therefore.”

2. PUBLIC CONVENIENCE AND SAFETY

A. GENERAL: In addition to the requirements specified in Part 6 of the Standard Specifications, traffic control shall conform to the provisions of the latest edition of the State of California, Department of Transportation, "Manual of Traffic Controls."

The Contractor shall give one-week advance notice prior to the start of construction to all residences and businesses facing or siding on the construction area. Said notice shall be in writing on the Contractor's letterhead and shall explain in concise terms the extent and nature of the Work, the anticipated schedule, and office and emergency telephone numbers where the Contractor's representative can be reached.

Should the Contractor appear to be neglectful or negligent in furnishing warning and protective measures, the Project Manager may direct attention to the existence of a hazard and the necessary warning and protective measures shall be furnished and installed immediately by the Contractor at his or her expense.

Should the Project Manager point out the inadequacy of warning and protective measures, such action on the part of the Project Manager shall not relieve the Contractor from responsibility for public safety or abrogate his or her obligation to furnish and pay for these devices.

If the Contractor cannot be contacted or if attention is directed to the existence of a hazard and the Contractor fails to provide the necessary safety devices, said devices will be placed, or caused to be placed, by the District. The cost of placement to these devices shall be the sole responsibility of the Contractor and shall be paid for at the rate of \$50 per call-out plus \$25 per traffic control device for each 24 hours, or fraction thereof, that the device is required. Said costs shall be deducted from the total contract price for the work.

Prior to beginning any construction, the Contractor shall furnish the Project Manager with local emergency phone numbers where he or she or a representative may be contacted during non-working hours or days for the purpose of replacing or providing additional warning or safety devices as directed by the Project Manager.

B. UTILITIES: It is anticipated that the existing utilities will not interfere with the Contractor's construction operations. However, the Contractor shall exercise due care to ensure that the utility facilities are not damaged during his or her operations and must notify utilities and obtain an identification number before excavation or be subject to liability for damages to subsurface installations. When in doubt, the Contractor shall contact the utility concerned before proceeding further.

Upon completion of the project, the Contractor shall be responsible to remove all painted utility markings, whether done by him or her or the respective utility owners on behalf of the contractor for this project work, from the surfaces of sidewalks, driveway approaches, curbs and gutters using the removal method acceptable to the Project Manager. Any damage to sidewalks, driveway approaches, curbs and gutters due to the Contractor's removal operation shall be repaired at the Contractor's expense and to the satisfaction of the Project Manager. Payment for removing utility markings shall be included in other items of work, and no additional compensation will be allowed

therefore.

C. LOCATION: The location and existence of any underground utility or substructure, if shown on Plans, was obtained from a search of available records. No guarantee is made or implied that the information is complete or accurate. It shall be the Contractor's responsibility alone to determine the exact location of underground utilities or substructures of every nature and to protect them from damage. The Contractor shall excavate and expose all high-risk underground facilities.

The Contractor shall notify the owners of all utilities and substructures as set forth in the General Provisions.

D. RELOCATION: The second sentence of the last paragraph of Subsection 5-4 of the Standard Specifications is hereby deleted and replaced with the following:

When not otherwise required by the Plans and Specifications and when directed by the Project Manager, the Contractor shall arrange for the relocation of service connections, as necessary, between the meter and property line, or between the meter and limits of construction.

The Contractor shall be compensated for the costs of locating and repairing, removing and relocating utility facilities, provided that any damage is not due to the failure of the Contractor or subcontractor to exercise reasonable care and the utility facilities were not indicated in the plans and specifications with reasonable accuracy. The Contractor shall not be assessed liquidated damages for delay in completion of the VALLE LINDO RESTROOM REMODEL, when such delay was caused by the failure of the District or the owner of the utility to provide for removal or relocation of such utility facilities.

E. DELAYS: The second paragraph of Subsection 5-5 is hereby deleted and replaced with the following two paragraphs:

The Contractor will not be entitled to damages or additional payment for delays attributable to utility relocations or alterations if correctly located, noted and completed in accordance with Subsection 5-1. The Contractor shall ascertain further detailed information to coordinate his or her work to this effect.

All notification of utility companies shall be by the Project Manager based on Contractor's request as submitted to the Project Manager at least 72 hours in advance of the needed work. Any costs for delay of the Contractor or utility companies in this regard shall be assigned to the Contractor, if these costs are a result of the Contractor's request being untimely in any respect, except for the utility company not responding at their agreed time.

F. AIR POLLUTION CONTROL

Section 7-8.2, "Air Pollution", of the Standard Specifications is supplemented by the following:

“The Contractor shall comply with all air pollution control rules, regulations, ordinances and statutes which apply to any work performed pursuant to the contract including any air pollution control, rules, regulations, ordinances and statutes specified in Section 11017 of the Government Code.

In the absence of any applicable air pollution control rules, regulations, ordinances or statutes governing solvents, all solvents, including but not limited to the solvent portions of paints, thinners, curing compounds, and liquid asphalt used on the project shall comply with the applicable material requirements of the County Air Pollution Control District. All containers of paint, thinner, curing compound or liquid asphalt shall be labeled to indicate that the contents fully comply with said requirements.”

G. WATER POLLUTION: The Contractor shall comply with the requirements of Subsection 7-8.6 of the Standard Specifications and shall conduct his or her operations so as to prevent Portland cement, mud, silt or other materials from entering the surface drainage structures of the adjoining street and any underground storm drainage system.

Full compensation for prevention of water pollution and all required control work for preservation, clean-up and restoration of damaged property shall be considered as included in the unit cost for the various contract items of work, and no additional compensation will be allowed therefor.

H. PROJECT APPEARANCE: The Contractor shall maintain a neat appearance to the work.

Full compensation for conforming to the provisions of this section not otherwise provided for shall be considered as included in unit cost for the various contract items of work involved and no additional compensation will be allowed therefor.

I. WORK HOURS: The Contractor's working hours shall be limited to the hours between 7:00 a.m. and 7:00 p.m., excluding recognized holidays. Deviation from normal working hours will not be allowed without prior consent of the District Project Manager.

In the event work is allowed by the Project Manager outside of the normal working hours, at the request of and for the benefit of the Contractor, inspection service fees may be levied against the Contractor at a rate of \$50.00 per hour, including travel time where applicable. The above charge may also be levied if inspection services are deemed necessary by the Project Manager as a matter of public safety or to otherwise insure the quality of the work.

J. CONSTRUCTION YARD: It shall be the Contractor's responsibility to locate any storage sites for materials and equipment needed and such sites must be approved in advance by the Project Manager and must be free of objectionable material. The Contractor must submit to the Project Manager for approval any and all agreement(s) between the Contractor and the property owner(s) of said storage site(s) and/or construction site(s) for approval prior to the start of construction. Said agreement(s) must provide for the restoration of the site(s) by the Contractor.

No equipment or material used for staging shall be allowed to be stored on any District property or city streets during non-work time unless approved by the District. If the contractor is approved by the District to store equipment and/or material onsite the contractor will install and maintain a 6-foot fence around the Work Area for improved safety and security. The fence must be locked when personnel for contractor are not present. Signs shall be posted and maintained on each side of the perimeter of the fencing to warn the public of safety risks and prohibiting trespassing. If an offsite location is chosen and if such location is used, it shall be submitted in writing and approved by the District Project Manager. All costs associated with such staging and location shall be included in other bid items of work and no additional compensation will be allowed thereof.

K. SANITARY CONVENIENCE: Necessary sanitary facilities for the use of the workmen performing the work, properly secluded from public observation and in compliance with health ordinances and laws, shall be constructed and maintained by Contractor, in a manner approved by the Project Manager, and the use of such facilities shall be strictly enforced by the Contractor.

L. INSPECTION: The Project Manager, or his or her authorized agent, shall at all times have access to work during construction and shall be furnished, to the extent possible, complete information and all documentation to ascertain full knowledge regarding the progress, workmanship and character of materials used and employed in the work. Whenever required, the Contractor shall furnish to the District for test, and free of charge, samples of any one of the materials proposed to be used in the work. Said samples shall be delivered by the Contractor at the place within the District designated by the Project Manager. Rejected material must be immediately removed from the work by the Contractor and shall not again be brought back to the site of the improvement.

The Contractor shall notify the Project Manager or his or her authorized agent forty-eight (48) hours in advance when he or she will require inspection for either material or work to be done.

The inspection of the work shall not relieve the Contractor of any of his or her obligations to fulfill the contract as prescribed. Defective work shall be made good, and unsuitable materials may be rejected, notwithstanding the fact that such defective work and unsuitable materials have been previously overlooked by the Project Manager or his or her authorized agent and accepted or estimated for payment.

M. RESPONSIBILITY OF THE DISTRICT: The District shall not be held responsible for the care or protection of any material or parts of the work prior to final acceptance, except as expressly provided for in these Contract Documents.

N. RECYCLING OF MATERIALS: Contractor's Obligation. Recycling of asphalt concrete, Portland cement concrete, aggregate base, and green waste (trees and shrubs) is required. The Contractor is required to recycle at least 50% of all recyclable materials. All recycled materials shall be weighed on a certified weigh scale with weight tickets showing project name. RECORDS OF DISPOSAL, INCLUDING WEIGHT OF MATERIALS, SHALL BE SUBMITTED TO THE DISTRICT ON A MONTHLY BASIS.

Prior to commencing work, the Contractor shall complete the "Construction and Demolition Waste Reduction and Recycling Plan" form and submit it to the Parks Department for review and approval. The Contractor will be expected to follow the approved Plan and document results during construction. At the completion of activities, the Contractor shall submit the "Construction and Demolition Waste Reduction and Recycling Report" form to the Public Works Department for review and approval of compliance with the Plans. The above-referenced forms are provided in Appendix 2.

The Contractor is obligated, under this contract, to recycle the waste material through an approved recycling plant. **In the event the Contractor fails to comply with the C&D requirements (at least 50%), three percent (3%) of the approved contract amount will be forfeited to the District by Contractor as a penalty.**

Payment for Recycling of Materials shall be included in the unit cost for the various contract items of work and no additional compensation will be allowed therefor.

O. TRAFFIC AND ACCESS: The Contractor shall notify the occupants of all affected properties at least 48 hours prior to any temporary obstruction of access. Vehicular access to property line shall be maintained, except as required for construction for a reasonable period of time. No overnight closure of any driveway will be allowed, except as permitted by the Project Manager. Temporary ramps for driveways shall be provided and maintained by the end of each working day and during the weekends. Temporary driveway ramps shall be constructed with crushed miscellaneous base as directed by the Project Manager.

Contractor shall maintain vehicular, bicycle, and pedestrian traffic access through the project area at all times. A minimum of one 12-foot wide traffic lane and a minimum of one 4-foot wide all-weather paved pedestrian walkway shall be provided at all times, except as permitted by the Project Manager. During times when less than 2 lanes of traffic are provided, contractor shall provide traffic control for the entire duration there is less than 2 lanes. The traffic lanes shall be maintained on all-weather pavement and shall remain unobstructed.

P. STREET CLOSURES, DETOURS, BARRICADES, PARKING: Street closures will not be allowed, except as specifically permitted by the Project Manager.

The Contractor shall prepare any traffic control or detour plans that may be required as directed by the Project Manager.

Lane transitions shall conform to the Caltrans Traffic Manual, Section 5-08.4, "Transition Area."

Temporary traffic channelization shall be accomplished with delineators. Temporary striping will not be allowed unless specifically permitted by the Project Manager. The Contractor shall prepare any plans that may be required for temporary striping to the satisfaction of the Project Manager. In no event will temporary striping be allowed on finished pavement surfaces which are to remain.

The Contractor shall schedule an employee to police the temporary delineators and barricades within the travel way during weekday, nonworking hours and over Saturdays, Sundays, and

holidays. Any corrective work required to be done by District forces shall be back charged to the Contractor based on the actual costs, plus District overhead and withheld from the final payment.

As specified in the General Provisions, the schedule shall be submitted to the Project Manager for approval prior to commencing work. This schedule shall allow affected people ample "on-street" parking within a reasonable distance from their homes and businesses. Requests for changes in the schedule shall be made in accordance with the General Provisions.

Temporary "No Parking" signs shall be posted at least 24 hours, but no more than 48 hours, in advance of the work. The signs shall be placed no more than 250 feet apart on each side of the street and at shorter intervals if conditions warrant. Signs shall be posted only for the areas necessary to accomplish the work. The Contractor shall provide the signs and will be responsible for adding the dates and hours of closure to the signs, removal of the signs, and furnishing and placing of barricades, if necessary, for posting of signs. All signs shall be removed within 48 hours after the effective date.

Payment for STREET CLOSURES, DETOURS, BARRICADES, PARKING shall be considered as included in the unit cost for bid item: "Traffic Control" no additional compensation will be allowed therefor.

Qualifications/Requirements	Proposal #1	Proposal #2	Proposal #3	Proposal #4	Proposal #5
Categories	United Cons.	G2K Cons.	Draper Cons.	Ardalan Cons.	SBS Cons.
Current California Contractor License	Yes	Yes	Yes	Yes	Yes
Classifications	A,B,C12,C27	Class B	Class A,B,C8	Class A,B	Class B
Sub-Contractor Qualifications	C10,C36,C61,D34	B,C10	C10		C39,A,B,C2,C21,C22
Workers Compensation	Yes	Yes	Yes	Yes	Yes
Contractor's Bond	Yes	Yes	Yes	Yes	Yes
Insurance	Yes	Yes	Yes	Yes	Yes
References	Excellent	Excellent	Excellent	Excellent	Excellent
Location	Northridge	Agoura Hills	Moorpark	Thousand Oaks	Camarillo
Cost	\$342,650	\$349,000	\$356,600	\$411,150	\$462,700



CITY OF CAMARILLO
VALLE LINDO PARK
RESTROOM REMODEL

Table with 2 columns: Description, Date

Table with 2 columns: Description, Date

Table with 2 columns: Description, Date

Table with 2 columns: Description, Date

Table with 2 columns: Description, Date

TITLE SHEET

SHEET

T 1.00

VALLE LINDO PARK RESTROOM REMODEL

5-16-19

PROJECT DESCRIPTION

AN EXISTING PARK RESTROOM TO BE REMODELED INTO A MENS AND WOMANS RESTROOM. NEW PLUMBING WORK AND ELECTRICAL WORK, INFILL OF (E) CMU WALLS, NEW DOORS, NEW ROOF, INCLUSION OF SUN SHADES AND REPLACEMENT OF DAMAGED WOOD.

THERE IS AN ADDITIVE ALTERNATE FOR THE BIDDING OF THIS PROJECT - ALUMINUM SHADE DEVICES AS SHOWN IN THESE DOCUMENTS

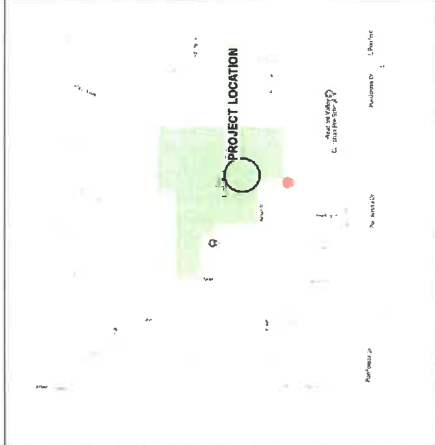
PROJECT DATA

OCCUPANCY CLASSIFICATION: B
AREA OF WORK:
APPROX. 505 SF
BUILDING SIZE:
505 SF
BUILDING CODE DATA
2016 BUILDING CODE
2016 ELECTRICAL CODE
2016 MECHANICAL CODE
2016 PLUMBING CODE
2016 ENERGY CODE
2016 CA. FIRE CODE
2016 CA. GREEN BUILDING CODE
TITLE 24, PART 2, CCOR
ALL OTHER APPLICABLE LOCAL AND STATE CODES

BUILDING INFO.

OCCUPANCY: B (ANCILLARY)
CONSTRUCTION TYPE: V-B

PROJECT LOCATION MAP



DRAWING INDEX

ARCHITECTURAL
T1.00 - TITLE SHEET
A1.00 - SITE PLAN
A1.01 - DEMO PLAN
A2.00 - PROPOSED FLOOR PLAN
A3.00 - ACCESSIBILITY INFORMATION

STRUCTURAL
S1 - GENERAL DETAILS AND NOTES
S2 - FOUNDATION
S3 - DETAILS

PLUMBING
P1.00 - PLUMBING NOTES / SCHEDULES
P2.00 - PLUMBING DEMO PLANS
P2.01 - PLUMBING FLOOR PLANS

ELECTRICAL
E1.00 - ELECTRICAL NOTES / SYMBOLS
E2.00 - ELECTRICAL DEMOLITION PLAN
E3.00 - ELECTRICAL PANEL SCHEDULES

PROJECT TEAM

ARCHITECT
LEACH MOUNCE ARCHITECTS
1885 KNOLL DRIVE, VENTURA CA 93003
PROJ. MGR: MATT HUNTINGTON
805-495-5322

MURKIN/ELECTRICAL ENGINEER
2441 HONOLULU AVE, MONTROSE CA
PROJ. MGR: KEVIN KRAUT
818-259-9444

CONSTRUCTION NOTES

1. CONTRACTOR SHALL VERIFY ALL MATERIALS AND EXISTING EQUIPMENT SIZES MEANS OF INSTALLATION IN EXISTING SPACES, ROUTING, CONNECTION TO EXISTING CONDITION AND PROVIDE ALLOWANCE IN THE BID FOR ANY FIELD ADJUSTMENTS NECESSARY TO ENSURE FULL AND PROPER INSTALLATION. PROVIDE INSTALLATION METHODS, TRIM, FINISHES, ETC., COMPATIBLE WITH AND SIMILAR TO ORIGINAL INSTALLATION.

2. CONTRACTOR SHALL PATCH AND REPAIR ALL AREAS AFFECTED BY DEMOLITION EXISTING. ALL WORK SHALL CONFORM WITH STANDARD TRADE PRACTICES AND APPLICABLE CODES.

4. THOROUGHLY CLEAN ALL AREAS AFFECTED BY CONSTRUCTION AND REMODELING WORK.

5. SEE ELECTRICAL PLANS FOR ALL ELECTRICAL INFORMATION.

6. SEE SPECIFICATIONS, PLANS AND SCHEDULES FOR ADDITIONAL GENERAL REQUIREMENTS.

7. INFILL OF EXISTING OPENINGS SHALL BE CONSTRUCTED SO THAT THE NEW SURFACE IS FLUSH WITH THE EXISTING ADJACENT SURFACES. FOR WORK AFFECTING AREAS OUTSIDE OF THE MAIN SCOPE OF WORK, MAINTAIN AS MUCH OF THE ORIGINAL FINISH AS POSSIBLE. PATCH AND REPAIR FINISHES TO MATCH EXISTING.

8. CONTRACTOR SHALL SET UP STAGING AREA INCLUDING MATERIAL STORAGE OFFSITE OR LOCATION AS DIRECTED BY THE CITY. WORK VEHICLES MAY BE MOVED OFFSITE AND DISPOSED DAILY IN ACCORDANCE WITH SPECIFICATIONS.

10. THIS IS AN ACTIVE PUBLIC BUS TRANSFER STATION AND ALL CAUTION SHALL BE TAKEN IN THIS REGARD.

11. CONTRACTORS WORK SHALL NOT IMPIDE IN THE OPERATION OF THE BUS STATION OR THE OPERATION OF THE PUBLIC ACCESS TO THE AREA.

12. THIS PROJECT SHALL COMPLY WITH TITLE 24 AND 2013 CALIFORNIA BUILDING CODE (CBC), CALIFORNIA MECHANICAL CODE (CMC), CALIFORNIA PLUMBING CODE (CPL), CALIFORNIA ELECTRICAL CODE (CEC), AND CALIFORNIA ENERGY CODE (CEC).

CONTRACTOR TO CONTACT KAREN SADLACK (OR BELOW) ENVIRONMENTAL SERVICES SUPERVISOR 209-4571 PRIOR TO START OF PROJECT FOR PRE-CON MEETING.

NO SWPPP WILL BE REQUIRED. CONTRACTOR SHALL CONTACT #897-6917, MARK JOHNSON PRIOR TO START OF WORK FOR A PERMITS.

GENERAL NOTES

1. ANY DIFFERENCE BETWEEN THE EXISTING CONSTRUCTION AS OBSERVED IN THE FIELD AND THE DRAWINGS SHALL BE REPORTED TO THE CITY BEFORE PROCEEDING WITH THE WORK.

2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS PRIOR TO STARTING WORK. THE CITY SHALL BE NOTIFIED OF ANY DISCREPANCIES OR INCONSISTENCIES. THE CONTRACTOR IS RESPONSIBLE FOR CHECKING AND COORDINATING ALL DIMENSIONS.

3. IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO INSURE THAT ALL APPLICABLE STATE LAWS ARE STRICTLY ENFORCED AND TO MAINTAIN A SAFE CONSTRUCTION SITE.

4. BIDDERS MUST VISIT THE BUILDING SITE AND FAMILIARIZE THEMSELVES WITH THE EXISTING CONDITIONS PRIOR TO BIDDING. THE CITY SHALL BE NOTIFIED OF ANY DISCREPANCIES OR INCONSISTENCIES PRIOR TO THE ATTENTION OF THE CITY AS A PART OF CORRECTIONS BEFORE PROCEEDING WITH CONSTRUCTION.

5. ANY DAMAGE DONE TO EXISTING IMPROVEMENTS DURING THE COURSE OF THIS WORK SHALL BE REPAIRED BY THE CONTRACTOR AT HIS OWN EXPENSE WITH NO ADDITIONAL COST TO THE CITY.

6. MAINTAIN EXISTING, RELOCATE, OR PROVIDE NEW ACCESS AS REQUIRED FOR ALL CLEAN OUTS, JUNCTION BOXES, ACCESS OPENINGS, ETC.

7. CHANGES TO THE APPROVED DRAWINGS AND SPECIFICATIONS SHALL BE MADE BY AN ADDENDUM OR A CHANGE ORDER APPROVED BY THE CITY.

8. CONTRACTOR IS RESPONSIBLE AND SHALL BECOME FAMILIAR WITH ALL WORK SPECIFICATIONS AND SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. INCLUDE REMOVAL OF ALL ITEMS NECESSARY TO ACCOMMODATE THE NEW CONSTRUCTION. WHERE EXISTING FINISHES REMAIN, SAW CUT IN A STRAIGHT LINE, AT EXISTING JOINTS AND PREVENT DAMAGE TO REMAINING MATERIALS.

9. ALL WORK SHOWN ON PLANS IS NEW (N) TO BE INSTALLED BY CONTRACTOR UNDER THIS CONTRACT UNLESS NOTED EXISTING (E).

10. ALL WORK SHOWN HEREIN SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS AND SHALL BE SUBJECT TO THE CITY'S STANDARD SPECIFICATIONS AND THE CITY OF SAN BUENAVENTURA STANDARD CONSTRUCTION DETAILS.

11. IN ACCORDANCE WITH PROVISIONS OF CALIFORNIA PUBLIC CONTRACT CODE SECTION 3302, THE OWNER HAS DETERMINED THAT THE CONTRACTOR SHALL POSSESS AND BE RESPONSIBLE FOR THE REMOVAL OF ALL EXISTING MATERIALS AND EQUIPMENT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT AND PRESERVE ALL EXISTING UTILITIES AND EQUIPMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND PAYING THE BUSINESS LICENSE FEES OF THE CITY OF SAN BUENAVENTURA BEFORE ENTERING INTO CONTRACT WITH THE CITY.

12. PROVIDE (1) ADA COMPLIANT PORTABLE RESTROOM FOR ENTIRE PROJECT.

DEMOLITION NOTES

1. IN ALL AREAS THAT ARE PART OF THE SCOPE OF WORK UNDER THIS CONTRACT THE CONTRACTOR IS TO REMOVE ALL MEC. MATERIALS AND ACCESSORIES FROM WALLS, CEILING, FLOORS AND CEILING. THIS INCLUDES ALL EXISTING MATERIALS AND EQUIPMENT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT AND PRESERVE ALL EXISTING UTILITIES AND EQUIPMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND PAYING THE BUSINESS LICENSE FEES OF THE CITY OF SAN BUENAVENTURA BEFORE ENTERING INTO CONTRACT WITH THE CITY.

2. CONTRACTOR SHALL HAVE THE FIRST RIGHT OF SALVAGE OF ITEMS SHOWN FOR DEMOLITION.

3. REMOVE EXISTING FLOOR FINISHES, MATS, ETC. EXPOSE TO THE EXISTING SUB FLOOR. REMOVE ALL EXISTING FINISHES AS INDICATED ON THE FINISH SCHEDULE.

4. REMOVE EXISTING UNFINISHED CEILING FINISHES AS TO BE REMOVED. CAS OFF BELOW FINISH FLOOR. WITHIN WALL AND/OR ABOVE SUSPENDED CEILING AS NECESSARY AND PER CODE FOR PREPARATION OF NEW FINISHES.

5. SEE SPECIFICATIONS, SECTION 0209 FOR OTHER ITEMS REGARDING SELECTIVE DEMOLITION.

6. SEE ELECTRICAL PLANS FOR ADDITIONAL DEMOLITION ITEMS.

7. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL CLEARANCES AND CONDITIONS FOR DISPOSAL OF REMOVED MATERIALS SEE SPECIFICATIONS.

8. CONTRACTOR SHALL BECOME FAMILIAR WITH AND BE RESPONSIBLE FOR ALL WORK UNDER THIS CONTRACT BEFORE COMMENCING THE DEMOLITION WORK. WORK SHALL INCLUDE REMOVAL OF ALL ITEMS NECESSARY TO ACCOMMODATE THE NEW CONSTRUCTION. WHERE EXISTING FINISHES REMAIN, SAW CUT IN A STRAIGHT LINE, AT EXISTING JOINTS AND PREVENT DAMAGE TO REMAINING MATERIALS.

FIRE NOTES

1. SMOKE DRAWINGS OF THE AUTOMATIC FIRE ALARM SYSTEM SHALL BE SUBMITTED TO THE CITY OF VENTURA FOR REVIEW AND APPROVAL.

2. THE FIRE ALARM SYSTEM SHALL BE SUPERVISED AS REQUIRED BY CFC CHAPTER 10.

3. THE FIRE ALARM SYSTEM SHALL CONFORM TO ARTICLE 780, CA. ELEC. CODE. INSTALLATION OF THE SYSTEM SHALL NOT BEGIN UNTIL DETAILED PLANS AND SPECIFICATIONS HAVE BEEN APPROVED BY THE CITY OF VENTURA. A TEST OF THE ENTIRE SYSTEM SHALL BE MADE IN THE PRESENCE OF THE ENFORCING FIRE AGENCY.

4. SENS

A. ALL SENSORS SHALL HAVE THERMISTOR, HIGH INTRINSIC SAFETY, BASED AND OF THE VENDOR'S CHOICE. SENSORS SHALL BE INSTALLED IN ACCORDANCE WITH ALL ACCESSIBILITY AND TITLE 24 REQUIREMENTS. LETTER STYLE SHALL BE HELVETICA. SIGNS SHALL BE OF UV STABLE PLASTIC AND SHALL BE MOUNTED WITH SCREWS (TAMPER RESISTANT FOR EXTERIOR DOORS) AND SET IN BEZEL.

5. SMOKE CONSTRUCTION & PV 2. HYDRANTS SHALL BE CONSTRUCTED ON A PAVED SURFACE (10' BEYOND ON ALL SIDES) AND SHALL BE CIRCUMSCRIBED BY VEGETATION.

6. FIRE ALARM SYSTEM MUST BE COMPLIANT WITH ACCESSIBILITY REQUIREMENTS.

7. INTERIOR FINISHES MUST MEET flame spread and smoke development requirements of CALIFORNIA BUILDING CODE CHAPTER 7.

8. FIRE DAMPER SHALL BE INSTALLED STRICTLY IN ACCORDANCE WITH THE SPECIFICATION. MANUFACTURER'S SPECIFICATIONS SHALL BE MADE AVAILABLE TO THE INSPECTING AUTHORITY. DETAILS SHOWWARE FOR REFERENCE ONLY.

9. ALL ELECTRICALLY CONTROLLED OR POWERED DOORS SHALL BE CAPABLE OF RELEASE BY A PUSH OR PULL DEVICE LOCATED AT A HEIGHT ON THE DOOR EASILY OBTAINABLE BY STAFF. ONE KEY SHALL BE ALL THAT IS REQUIRED TO UNLOCK DOOR AND IT SHALL NOT BE NECESSARY TO USE LADDERS, STOOLS, OR SIMILAR EQUIPMENT TO REACH THE LOCKING DEVICE.

10. THE FIRE ALARM SYSTEM SHALL CONFORM TO ARTICLE 780 OF CALIFORNIA ELECTRICAL CODE AND NFPA 72.

11. UPON COMPLETION OF THE INSTALLATION OF THE FIRE ALARM SYSTEM, A SATISFACTORY TEST OF THE ENTIRE SYSTEM SHALL BE MADE IN THE PRESENCE OF THE ENFORCING AGENCY OR THEIR AUTHORIZED REPRESENTATIVE.

12. PLEASE NOTE, ANY REFERENCE TO THE FIRE ALARM SYSTEM ON THESE PLANS SHALL BE REFERRED TO THE FIRE ALARM SYSTEM IS DEFERRED FOR APPROVAL BY THE COUNTY FOLLOWING RECEIPT OF DETAILED PLANS.

13. BEFORE REQUESTING FINAL APPROVAL OF THE INSTALLATION THE INSTALLING CONTRACTOR SHALL FURNISH A WRITTEN STATEMENT TO THE COUNTY TO THE EFFECT THAT THE SYSTEM HAS BEEN FULLY INSTALLED AND COMPLETELY TESTED IN ACCORDANCE WITH THE APPLICABLE CODES.

14. AUDIBILITY AND VISIBILITY OF NOTIFICATION OR NOTIFICATION APPLIANCES MAY BE FIELD VERIFIED. RELOCATION OF APPLIANCES AND/OR ADDITIONAL APPLIANCES MAY BE BASED ON FIELD TESTING.

15. THE FIRE ALARM SYSTEM AUDIBLE SIGNAL SHALL BE THREE-PULSE TEMPORAL PATTERN AS REQUIRED BY NFPA 72 SECTION 3.8.4.1.2.

16. A DESCRIPTION OF THIS TEMPORAL PATTERN MAY BE FOUND IN NFPA 72 APPENDIX "A" SECTION A.3.8.4.1.2.



CITY OF CAMARILLO
VALLE LINDO PARK
RESTROOM REMODEL

PROJECT NO.	2022-001
DATE	07/20/22
DRAWN BY	...
CHECKED BY	...
DATE	...

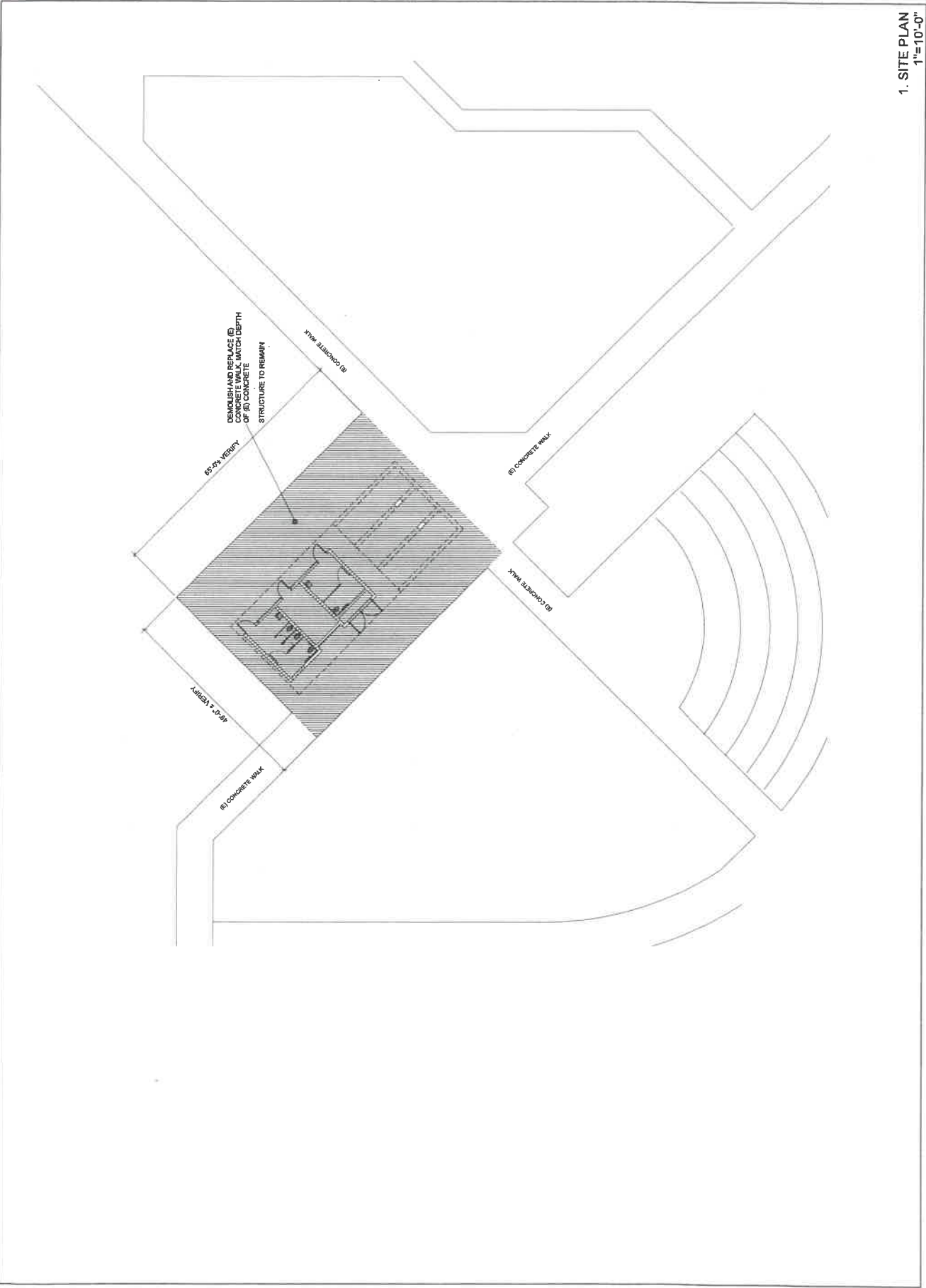
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2	ISSUED FOR CONSTRUCTION	...
3	ISSUED FOR AS-BUILT	...

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	07/20/22
2	ISSUED FOR CONSTRUCTION	...
3	ISSUED FOR AS-BUILT	...

PROJECT NO.	2022-001
DATE	07/20/22
DRAWN BY	...
CHECKED BY	...
DATE	...

SITE PLAN

SHEET
A 1.00



1. SITE PLAN
1"=10'-0"



**CITY OF CAMARILLO
VALLE LINDO PARK
RESTROOM REMODEL**

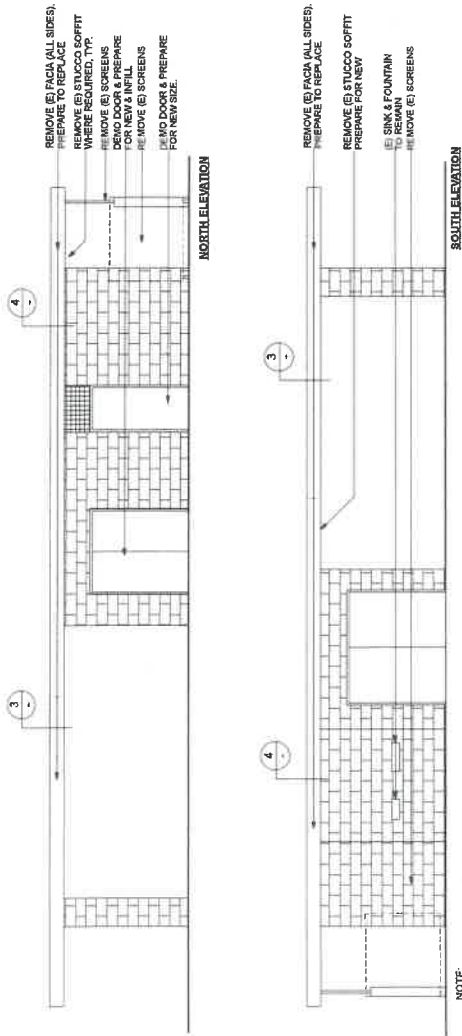
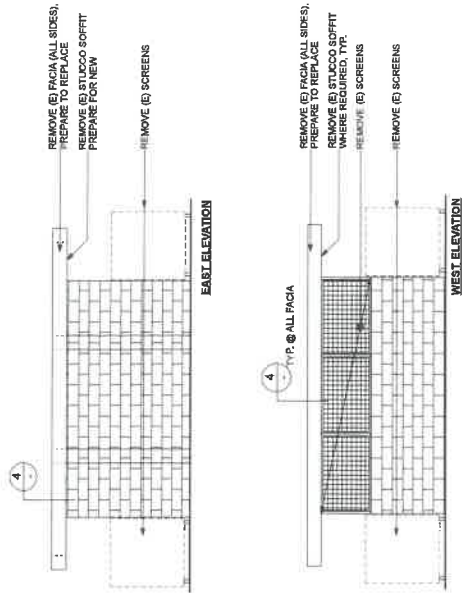
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DESIGNED BY:	PROJECT NAME:
DRAWN BY:	
CHECKED BY:	
DATE:	

NO.	DATE	DESCRIPTION

DEMOLITION PLAN

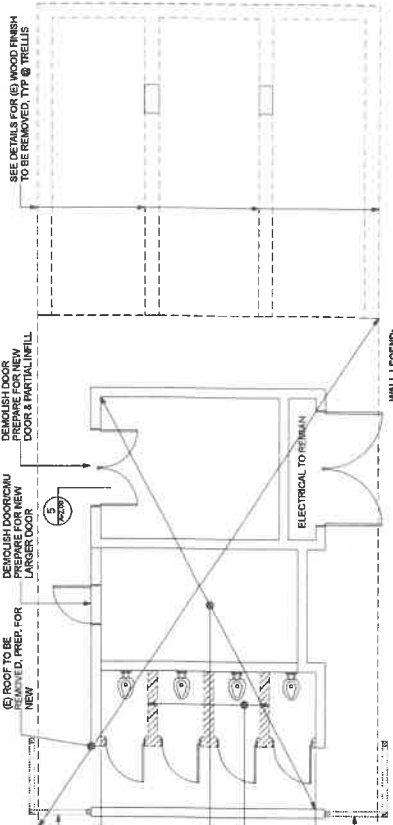
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A 1.01



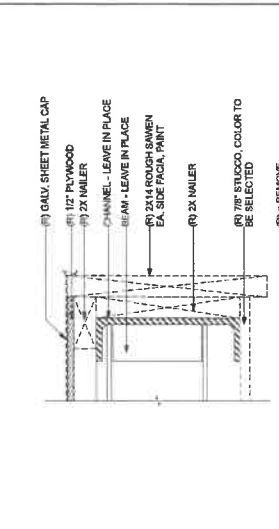
**2. EXIST / DEMO ELEVATIONS
1/4"=1'-0"**

NOTE:
FOR NEW PLUMBING INSTALLATION
PROVIDE CORING THROUGH FOOTINGS
AS REQUIRED - PROVIDE LOCATIONS
PRIOR TO ANY WORK BEING PERFORMED
PROVIDE CONCRETE FLOOR REMOVAL
AS REQUIRED BY PLUMBING DRAWINGS
ALL PAINT IN WORK AREAS TO BE STRIPPED
AND REPAIRED WITH ANTI GRAFFITI
FINISHES AS REQUIRED BY PLUMBING
DRAWINGS.
FILL AND PATCH ALL CONCRETE /
ASPHALT WHERE REMOVED TO
MATCH EXISTING
REMOVE WOOD DIVIDERS

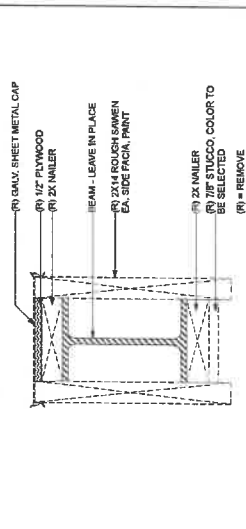


NOTE:
REMOVE ALL EXISTING PAINT FROM CMU.
SANDBLAST ALL EXTERIOR & INTERIOR CMU
FOR NEW PAINT AND ANTI GRAFFITI
COATING.

**1. EXIST. DEMO FLOOR PLAN
1/4"=1'-0"**



**4. FACIA DEMOLITION
1/4"=1'-0"**



**3. BEAM DEMOLITION
1/4"=1'-0"**

NO.	DATE	BY	DESCRIPTION

NO.	DATE	BY	DESCRIPTION

ACCESSIBILITY INFO	

SHEET	A 3.00
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1. ADA WALL SIGNAGE
 SCALE: 1/8" = 1'-0"

NOTES:
 1. MOUNT SIGN AT CENTERLINE OF DOOR AND 5'-0" ABOVE FINISH FLOOR.
 2. SIGNS TO BE 1/4" THICK IN CONTRASTING COLOR TO DOOR COLOR.
 CSC SECTION 703.4.2

2. PERMANENT ROOM SIGN
 SCALE: 1/8" = 1'-0"

NOTES:
 1. WALL MOUNT CENTERED 46" ABOVE FINISH FLOOR, ON LATCH SIDE OF DOOR.
 2. SIGN TO BE 1/4" THICK AND BACKGROUND TO HAVE HORIZONTAL FINISH AND CONTRASTING COLOR TO WALL AND SIGNAGE.
 3. SEE DAMAGE DESIGN DRAWINGS FOR SIZE, MATERIALS AND LAYOUT.

3. TOILET WALL SIGN
 SCALE: 1/8" = 1'-0"

NOTES:
 1. WALL MOUNT CENTERED 46" ABOVE FINISH FLOOR, ON LATCH SIDE OF DOOR.
 2. SIGN TO BE 1/4" THICK AND BACKGROUND TO HAVE HORIZONTAL FINISH AND CONTRASTING COLOR TO WALL.

4. URINAL CLEARANCES
 SCALE: 1/8" = 1'-0"

NOTES:
 1. WALL MOUNT PRESSURE TO OPERATE FLUSH VALVE IS 1 POUND.
 2. WALL WITHIN 24" OF FRONT AND REAR OF URINAL SHALL BE FINISHED WITH AN ANTI-SLIP SURFACE.
 3. URINAL HEIGHT AND NOT ADVERSELY AFFECTED BY ADJUSTER.

5. TOILET CLEARANCE
 SCALE: 1/8" = 1'-0"

NOTES:
 1. TOILET TO BE 15" HIGH FROM FINISH FLOOR TO TOP OF SEAT.
 2. FLOOR MOUNTED TOILET SHALL BE 15" HIGH FROM FINISH FLOOR TO TOP OF SEAT.
 3. TOILET SHALL BE 15" HIGH FROM FINISH FLOOR TO TOP OF SEAT.
 4. TOILET SHALL BE 15" HIGH FROM FINISH FLOOR TO TOP OF SEAT.

6. ACCESSIBLE MOUNTING HEIGHTS
 SCALE: 1/8" = 1'-0"

NOTES:
 1. SWITCHES, OUTLETS, AND TELEPHONES SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.
 2. TELEPHONE SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.
 3. SWITCHES, OUTLETS, AND TELEPHONES SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.

7. LAVATORY CLEARANCES
 SCALE: 1/8" = 1'-0"

NOTES:
 1. INCLUDE HOT WATER AND DRAIN PIPE.
 2. LAVATORY SHALL BE MOUNTED AT A HEIGHT OF 34" TO 38" FROM FINISH FLOOR.
 3. LAVATORY SHALL BE MOUNTED AT A HEIGHT OF 34" TO 38" FROM FINISH FLOOR.

8. DOOR CLEARANCES
 SCALE: 1/8" = 1'-0"

NOTES:
 1. DOOR SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.
 2. DOOR SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.

9. ACCESSIBLE ROUTE CLEARANCE
 SCALE: 1/8" = 1'-0"

NOTES:
 1. ACCESSIBLE ROUTE SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.
 2. ACCESSIBLE ROUTE SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.

10. ACCESSIBLE ROUTE CLEARANCE
 SCALE: 1/8" = 1'-0"

NOTES:
 1. ACCESSIBLE ROUTE SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.
 2. ACCESSIBLE ROUTE SHALL BE MOUNTED AT A HEIGHT OF 48" TO 60" FROM FINISH FLOOR.

11. ACCESSIBILITY NOTES

1. ACCESSIBLE WATER CLOSET COMPARTMENT, A WATER CLOSET FIXTURE LOCATED IN A COMPARTMENT WITH A MINIMUM CLEARANCE OF 60" FROM THE CENTERLINE OF THE WATER CLOSET TO THE CENTERLINE OF THE WATER CLOSET. THE OTHER SIDE OF THE WATER CLOSET SHALL PROVIDE 18" INCHES (457 MM) FROM THE CENTERLINE OF THE WATER CLOSET TO THE CENTERLINE OF THE WATER CLOSET. THE OTHER SIDE OF THE WATER CLOSET SHALL PROVIDE 18" INCHES (457 MM) FROM THE CENTERLINE OF THE WATER CLOSET TO THE CENTERLINE OF THE WATER CLOSET. THE OTHER SIDE OF THE WATER CLOSET SHALL PROVIDE 18" INCHES (457 MM) FROM THE CENTERLINE OF THE WATER CLOSET TO THE CENTERLINE OF THE WATER CLOSET.

Sheet: 236/252

Sheet: 236/252

CITY OF CAMARILLO VALLE LINDO PARK RESTROOM REMODEL

DATE	01/11/2017
PROJECT	RESTROOM REMODEL
CLIENT	CITY OF CAMARILLO
DESIGNER	TURPIN & RATTAN
SCALE	1/8" = 1'-0"

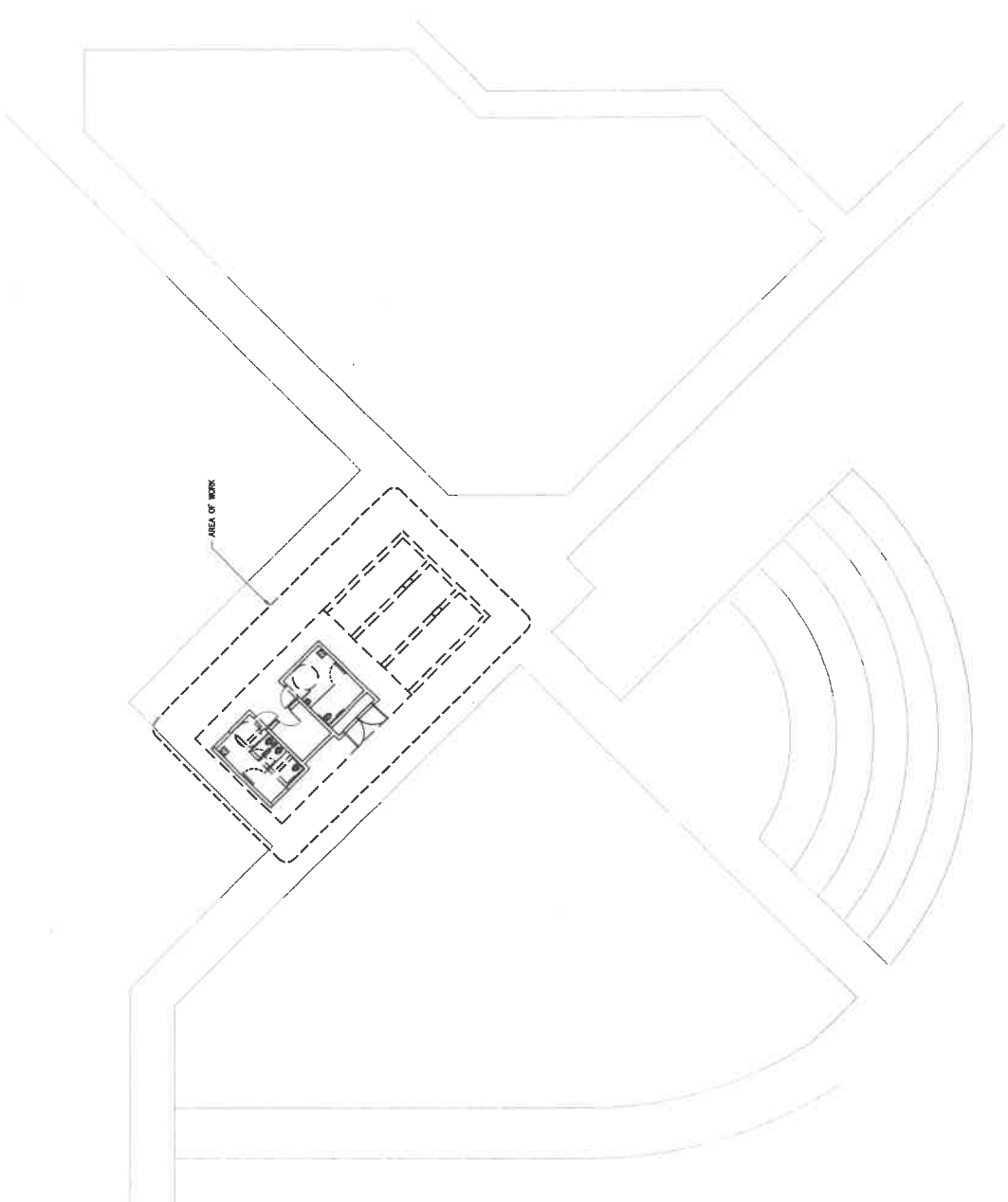
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1	01/11/2017	ISSUED FOR PERMITS

NO.	DATE	DESCRIPTION
1	01/11/2017	ISSUED FOR PERMITS

SITE PLAN - PLUMBING

SHEET
P 2.00

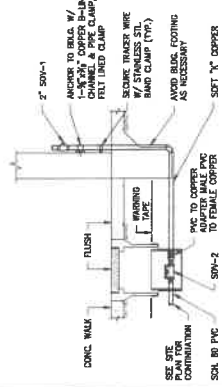
TURPIN & RATTAN
18362.M00
ENGINEERS, INC.
CONSULTING ENGINEERS
8441 HONDOLLA AVENUE, SUITE 800
CAMARILLO, CA 93015
818 / 849 / 0444 FAX 818 / 1487



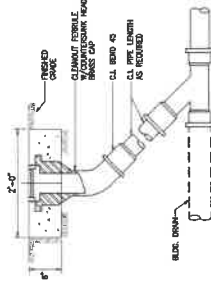
PARTIAL SITE PLAN - PLUMBING
SCALE: 1/8" = 1'-0"

DATE:	DATE:	DATE:
BY:	BY:	BY:
CHECKED BY:	CHECKED BY:	CHECKED BY:

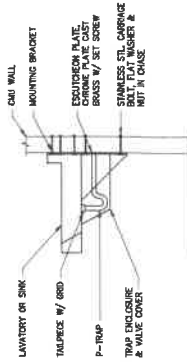
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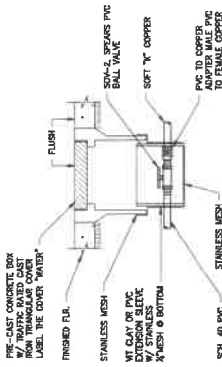
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SCALE: NOT TO SCALE



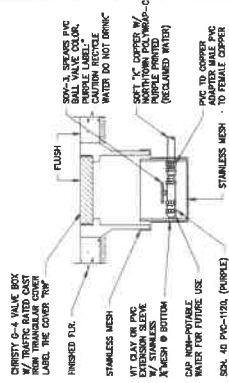
2 GRADE CLEANOUT
SCALE: NOT TO SCALE



3 ADA COMPLIANCE DRAIN
SCALE: NOT TO SCALE



4 WATER SOV-2
SCALE: NOT TO SCALE



5 NONE POTABLE
WATER SOV-3
SCALE: NOT TO SCALE



TURPIN & RATTAN
ENGINEERS, INC.
CONSULTING ENGINEERS
8441 HONDOLILLI AVENUE, SUITE 300
CAMARILLO, CA 93015
818/348-7244 FAX 818/348-1487

Sheet: 241/252

Project: 18368-MDD

CITY OF CAMARILLO VALLE LINDO PARK RESTROOM REMODEL

DATE:	
SCALE:	
PROJECT NO.:	
CLIENT:	
DESIGNER:	
DATE:	

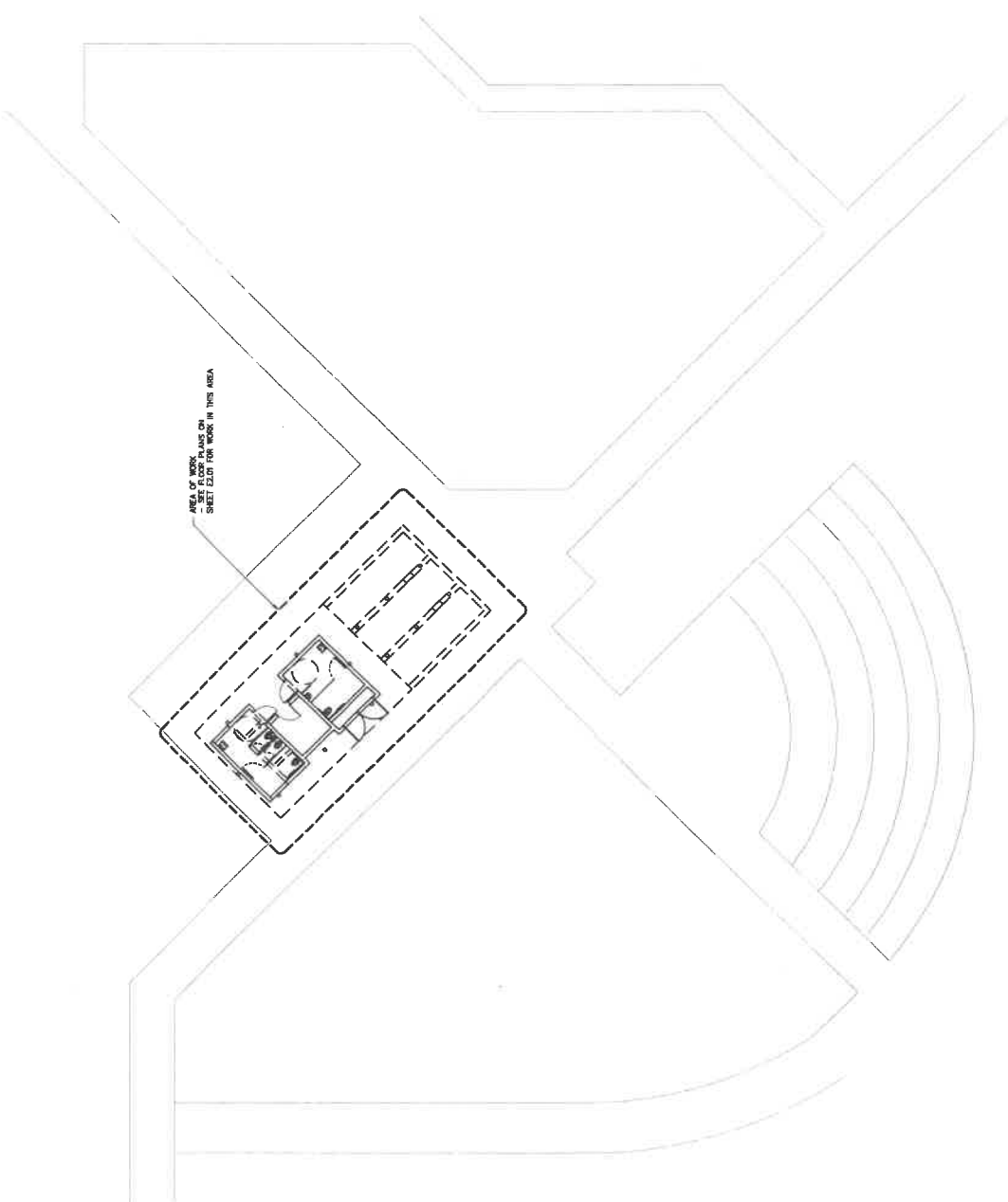
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10	REVISION

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10	REVISION

SITE PLAN - ELECTRICAL

SHEET
E 2.00

TURPIN & RATTAN
18368-MDD
CONSULTING ENGINEERS
2441 HONOLULU AVENUE, SUITE 300
CAMARILLO, CA 94941
818/887-1424 FAX 818/887-1487



PARTIAL SITE PLAN - ELECTRICAL
SCALE: 3/32" = 1'-0"

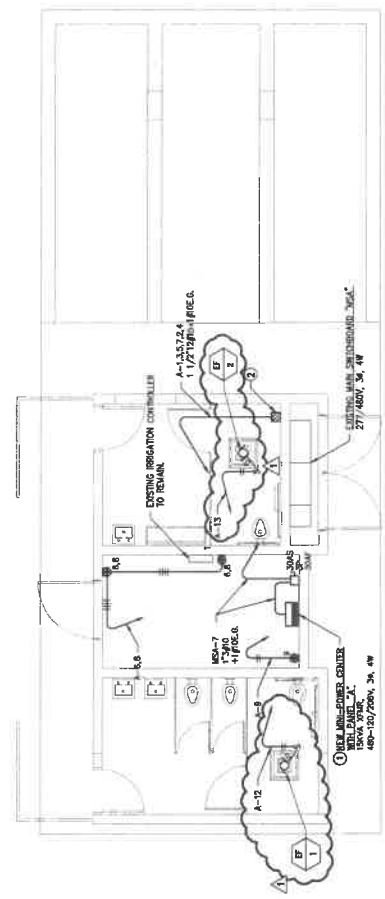
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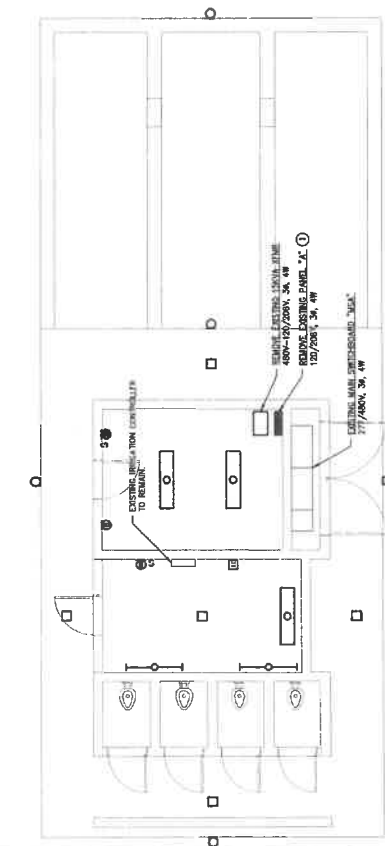
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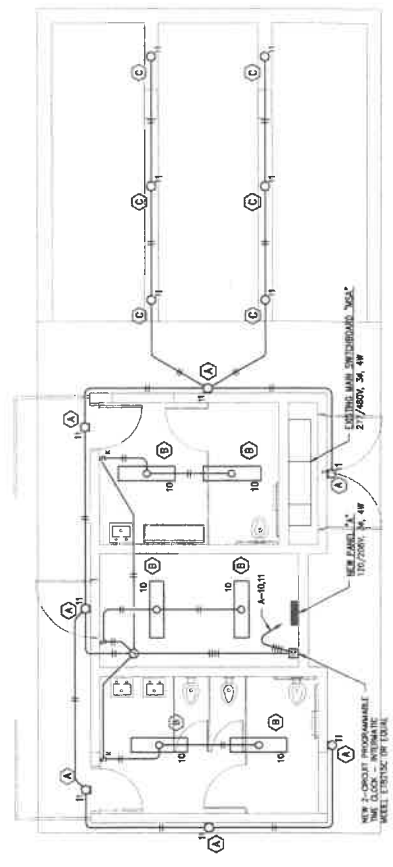
DATE	DESCRIPTION



FLOOR PLAN - POWER
SCALE 1/4" = 1'-0"



FLOOR PLAN - ELECTRICAL DEMOLITION
SCALE 1/4" = 1'-0"



FLOOR PLAN - LIGHTING
SCALE 1/4" = 1'-0"

KEY NOTES - THIS SHEET ONLY

- 1 REFER TO PANEL SCHEDULE ON SHEET ELEC-1 FOR EXISTING CIRCUITS AS SHOWN ON EXISTING PANEL SCHEDULE. PANEL SCHEDULE RESULTS TO BE OBTAINED FROM THE FIELD AND EXISTING CIRCUITS AS SHOWN ON EXISTING PANEL SCHEDULE. REFER TO PANEL SCHEDULES FOR ADDITIONAL INFORMATION.
- 2 REMOVE EXISTING SODA MACHINE AND EXISTING SODA MACHINE. REMOVE EXISTING SODA MACHINE. REMOVE EXISTING SODA MACHINE. REMOVE EXISTING SODA MACHINE.
- 3 REMOVE EXISTING IRRIGATION CONTROLLER. REMOVE EXISTING IRRIGATION CONTROLLER. REMOVE EXISTING IRRIGATION CONTROLLER.

NEW PANEL "A"

LOCATION	FA	FB	FC	FD	FE	FF	FG	FH	FI	FJ	FK	FL	FM	FN	FO	FP	FQ	FR	FS	FT	FTOTAL	
IRRIGATION CONTROLLER	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000	500	1000
CONTRACTORS & RELAYS	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
SODA MACHINE	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
RECEPTACLE AT STAGE	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
STORAGE ROOM	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
EXTERIOR LIGHTING	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
SPARE	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300	150	300
SUBTOTAL	1000	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300
TOTAL VOLT-AMPERES/PHASE	6400 + 150 VA = 6550 VA																					
TOTAL PANEL VOLT-AMPERES	5,690 + 150 VA = 5,840 VA																					
PC- 1,300 VA	AMP- 16.24																					

PART 5 - COORDINATION

Indoor Lighting

DATE OF SUBMITTAL: 07/20/11

PROJECT NO: 11-000000

PROJECT NAME: RESTROOM REMODEL

CLIENT: CITY OF CAMARILLO

DESIGNER: TURPIN & RATTAN

DATE: 07/20/11

1. GENERAL NOTES:

1.1. ALL CALCULATIONS SHALL BE IN ACCORDANCE WITH THE 2010 IBC AND 2010 ASHRAE 90.1.

1.2. ALL CALCULATIONS SHALL BE IN ACCORDANCE WITH THE 2010 IBC AND 2010 ASHRAE 90.1.

1.3. ALL CALCULATIONS SHALL BE IN ACCORDANCE WITH THE 2010 IBC AND 2010 ASHRAE 90.1.

2. COMPLIANCE RESULTS:

Item	Code	Requirement	Compliance
1	90.1	Lighting Power Density (LPD)	Compliant
2	90.1	Lighting Power Density (LPD)	Compliant
3	90.1	Lighting Power Density (LPD)	Compliant

3. ADDITIONAL LIGHTING ALLOWANCES:

3.1. ADDITIONAL LIGHTING ALLOWANCES: FACED WALL DISPLAY

3.2. ADDITIONAL LIGHTING ALLOWANCES: FACED WALL DISPLAY

3.3. ADDITIONAL LIGHTING ALLOWANCES: FACED WALL DISPLAY

4. POWER ADJUSTMENT FACTORS:

4.1. POWER ADJUSTMENT FACTORS: FACED WALL DISPLAY

4.2. POWER ADJUSTMENT FACTORS: FACED WALL DISPLAY

4.3. POWER ADJUSTMENT FACTORS: FACED WALL DISPLAY

5. LIGHTING SYSTEMS:

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39.3. LIGHTING SYSTEMS: FACED WALL DISPLAY

CITY OF CAMARILLO
VALLE LINDO PARK
RESTROOM REMODEL

TITLE 24 CALCULATIONS
- OUTDOOR

SHEET

E3.01

TURPIN & RATTAN
ENGINEERS, INC.
CONSULTING ENGINEERS
2441 HENDRICKS AVENUE, SUITE 100
CAMARILLO, CA 93015
805 / 499-7444 FAX 805 / 499-7487



DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

1. GENERAL INFORMATION
 1.1. PROJECT TYPE: [] REPAIR/ALTERATION [X] NEW CONSTRUCTION
 1.2. PROJECT DESCRIPTION: RESTROOM REMODEL
 1.3. PROJECT LOCATION: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

2. CALCULATION INFORMATION
 2.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 2.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 2.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

3. CALCULATION RESULTS
 3.1. CALCULATION RESULTS: [] PASS [X] FAIL
 3.2. CALCULATION RESULTS: [] PASS [X] FAIL
 3.3. CALCULATION RESULTS: [] PASS [X] FAIL

4. CALCULATION SUMMARY
 4.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 4.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 4.3. CALCULATION SUMMARY: [] PASS [X] FAIL

DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

5. CALCULATION INFORMATION
 5.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 5.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 5.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

6. CALCULATION RESULTS
 6.1. CALCULATION RESULTS: [] PASS [X] FAIL
 6.2. CALCULATION RESULTS: [] PASS [X] FAIL
 6.3. CALCULATION RESULTS: [] PASS [X] FAIL

7. CALCULATION SUMMARY
 7.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 7.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 7.3. CALCULATION SUMMARY: [] PASS [X] FAIL

DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

8. CALCULATION INFORMATION
 8.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 8.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 8.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

9. CALCULATION RESULTS
 9.1. CALCULATION RESULTS: [] PASS [X] FAIL
 9.2. CALCULATION RESULTS: [] PASS [X] FAIL
 9.3. CALCULATION RESULTS: [] PASS [X] FAIL

10. CALCULATION SUMMARY
 10.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 10.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 10.3. CALCULATION SUMMARY: [] PASS [X] FAIL

DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

11. CALCULATION INFORMATION
 11.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 11.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 11.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

12. CALCULATION RESULTS
 12.1. CALCULATION RESULTS: [] PASS [X] FAIL
 12.2. CALCULATION RESULTS: [] PASS [X] FAIL
 12.3. CALCULATION RESULTS: [] PASS [X] FAIL

13. CALCULATION SUMMARY
 13.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 13.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 13.3. CALCULATION SUMMARY: [] PASS [X] FAIL

DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

14. CALCULATION INFORMATION
 14.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 14.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 14.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

15. CALCULATION RESULTS
 15.1. CALCULATION RESULTS: [] PASS [X] FAIL
 15.2. CALCULATION RESULTS: [] PASS [X] FAIL
 15.3. CALCULATION RESULTS: [] PASS [X] FAIL

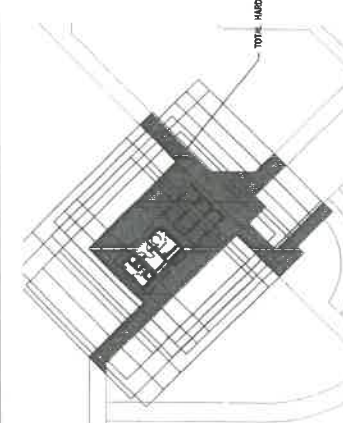
16. CALCULATION SUMMARY
 16.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 16.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 16.3. CALCULATION SUMMARY: [] PASS [X] FAIL

DATE OF CALCULATION: 09/24/2013
PROJECT: RESTROOM REMODEL
PROJECT ADDRESS: 1000 N. VALLE LINDO PARK, CAMARILLO, CA 93015

17. CALCULATION INFORMATION
 17.1. CALCULATION TYPE: [] GENERAL [X] SPECIFIC
 17.2. CALCULATION METHOD: [] AS-BUILT [X] AS-PROPOSED
 17.3. CALCULATION PERIOD: [] 1 YEAR [X] 2 YEARS [] 3 YEARS [] 4 YEARS [] 5 YEARS

18. CALCULATION RESULTS
 18.1. CALCULATION RESULTS: [] PASS [X] FAIL
 18.2. CALCULATION RESULTS: [] PASS [X] FAIL
 18.3. CALCULATION RESULTS: [] PASS [X] FAIL

19. CALCULATION SUMMARY
 19.1. CALCULATION SUMMARY: [] PASS [X] FAIL
 19.2. CALCULATION SUMMARY: [] PASS [X] FAIL
 19.3. CALCULATION SUMMARY: [] PASS [X] FAIL



TITLE 24 CALCULATIONS - OUTDOOR

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Anthony Miller, Administrative Analyst

DATE: June 5, 2019

SUBJECT: LEGISLATIVE ADVOCACY POLICY

SUMMARY

Due to several instances where legislation that affected the District was considered in the State Legislature, the District Board has been asked to respond with letters of support or opposition on multiple occasions. However, due to the monthly Board meeting schedule, the Board is not always able to submit letters of support or opposition in a timely fashion. This policy would allow the General Manager to submit letters on behalf of the District on certain principles as defined by the District Board. The Policy Committee reviewed the proposed policy on two occasions and after minor edits, has recommended it for approval.

BACKGROUND

California Special Districts Association (CSDA) provides member Districts with access to a Legislative call each month to discuss potential legislation considered in Sacramento that affects special districts. Occasionally, CSDA will ask its members to submit letters of support or opposition to certain pieces of legislation. However, on at least two occasions in the preceding year, the District was unable to submit letters in a timely fashion as the legislation had already died in committee or been moved to a new step in the deliberative process.

ANALYSIS

In accordance with California Government Codes §54964 and §53060.5 and the court opinion reached in *Stanson v. Mott* (1976), the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited. However, the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions which will affect the public agency expending the funds.

Through research into CSDA recommendations, California Association of Recreation and Park Districts (CARPD), analyzing District issues, and the City of Camarillo's guidelines, staff proposed a series of priorities under the ADVOCACY PRIORITIES section of this policy. This policy will enable the General Manager to immediately respond to CSDA legislative alerts and recommendations without needing to take the issue to the Board for discussion at a regular meeting. This policy will not prevent the Board from choosing to take these matters up during regular meetings. However, it will allow the General Manager

to submit basic Board opinions in a timely fashion to Sacramento and avoid delays associated with discussing the legislation at regular meetings.

Additionally, feedback from the Policy Committee has been included ensuring that all measures regarding raising taxes or the creation of new taxes are required to be presented to the full board for discussion. The Policy Committee has reviewed and approved the included DISTRICT PRIORITIES, which are the guidelines by which the General Manager will submit letters of support or opposition.

FISCAL IMPACT

There is no direct fiscal impact associated with adopting this policy.

RECOMMENDED ACTION

It is recommended the Board of Directors approve the Legislative Advocacy Policy as reviewed and approved by the Policy Committee.

ATTACHMENTS

- 1) Legislative Advocacy Policy (5 pages)



PLEASANT VALLEY RECREATION AND PARK DISTRICT

LEGISLATIVE ADVOCACY POLICY Board Approved June 5, 2019

PURPOSE

The purpose of the policy is to guide Pleasant Valley Recreation and Park District (“District”) officials and staff in considering legislative or regulatory proposals that are likely to have an impact on the District, and to allow for a timely response to important legislative issues. Although the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited, the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions which will affect the public agency expending the funds.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to District staff with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with "one voice" as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the District General Manager discretion to advocate in the District’s best interests in a manner consistent with the goals and priorities adopted by the Board of Directors. This policy is intended to be manageable, consistent, and tailored to the specific needs and culture of the District.

POLICY GOALS

- Advocate the District’s legislative interests at the State, County, and Federal levels.
- Inform and provide information to the Board of Directors and District staff on the legislative process and key issues and legislation that could have a potential impact on the District.
- Serve as an active participant with other local governments, the California Special Districts Association, and local government associations on legislative and regulatory issues that are important to the District and the region.

POLICY PRINCIPLES

The Board of Directors recognizes the need to protect District interests and local control, and to identify various avenues to implement its strategic and long-term goals. It is the policy of the District to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors.

This policy provides the District General Manager the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Directors to set ADVOCACY PRIORITIES to provide policy guidance. The Board of Directors shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without Board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the District, the matter shall be brought before the Board of Directors at a regularly scheduled board meeting for formal direction from the Board of Directors.

Generally, the District will not address matters that are not pertinent to the District's local government services, such as social issues or international relations issues.



PLEASANT VALLEY RECREATION AND PARK DISTRICT

LEGISLATIVE ADVOCACY POLICY Board Approved June 5, 2019

LEGISLATIVE ADVOCACY PROCEDURES

It is the policy of the District to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the District.

Monitoring legislation is a shared function of the Board of Directors and General Manager. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The General Manager will act on legislation utilizing the following procedures:

1. The General Manager shall review requests that the District take a position on legislative issues to determine if the legislation aligns with the District's current approved Advocacy Priorities.
2. The General Manager will conduct a review of positions and analysis completed by the California Special Districts Association and other local government associations when formulating positions.
3. If the matter aligns with the approved priorities, the District response shall be supplied in the form of a letter to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the District, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the General Manager. The General Manager shall advise staff to administer the form of advocacy, typically via letters signed by the General Manager on behalf of the Board of Directors.
4. All draft legislative position letters initiated by the General Manager shall state whether the District is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action. If possible, the letter should include examples of how a bill would specifically affect the District, e.g. "the funding the District will lose due to this bill could pay for X capital improvements."
 - a. Support - legislation in this area advances the District's goals and priorities.
 - b. Oppose - legislation in this area could potentially harm, negatively impact or undo positive momentum for the District, or does not advance the District's goals and priorities.
5. The General Manager may also provide a letter of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation. Letters of concern or interest are to be administered through the General Manager.
6. When a letter is sent to a state or federal legislative body, the appropriate federal or state legislators representing the District shall be included as a copy or "cc" on the letter. The appropriate contacts at the California Special Districts Association and other local government associations, if applicable, shall be included as a "cc" on legislative letters.



PLEASANT VALLEY RECREATION AND PARK DISTRICT

LEGISLATIVE ADVOCACY POLICY Board Approved June 5, 2019

7. A position may be adopted by the General Manager if any of the following criteria are met:
 - a. The position is consistent with the adopted ADVOCACY PRIORITIES;
 - b. The position is consistent with that of organizations to which the District is a member, such as the California Special Districts Association; or
 - c. The position is approved by the Board of Directors.
8. All measures relating to increases in taxation or the creation of new taxes must be brought before the District Board of Directors regardless of the position of the California Special Districts Association or other groups of which Pleasant Valley Recreation and Park District is a member.
9. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Directors at the next regularly scheduled Board Meeting. When appropriate, the General Manager will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Directors.

ADVOCACY PRIORITIES

The following priorities have been determined within the Policy Committee and shall be considered for periodic review.

I. Revenue, Finances, and Taxation

- Support legislation which protects special districts' resources from the shift or diversion of revenues without the consent of the affected districts.
- Support legislation that protects and preserves special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources.
- Support legislation that creates dedicated funding streams at the regional, state, or federal levels that allow the District to maximize local revenues, offset and leverage capital expenditures, and maintain District goals and standards.
- Support legislation that increases public funding for parks and recreation projects and programs.
- Support legislation which encourages local governments to assess impact fees to mitigate potential increases in local park system usage.

II. Governance and Accountability

- Support legislation that enhances special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits all approaches.



PLEASANT VALLEY RECREATION AND PARK DISTRICT

LEGISLATIVE ADVOCACY POLICY Board Approved June 5, 2019

- Support legislation which protects meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.
- Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.
- Promote legislation that supports local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining LAFCO authority over local government jurisdictional reorganizations and/or consolidations.

III. Human Resources and Personnel

- Oppose legislation that impedes local administration of labor relations, and legislation that would require, impose, or expand compulsory binding arbitration for public employees.
- Oppose legislation that increases the cost of benefits or the cost of administering benefits.
- Oppose legislation that requires local governments to provide specific benefits to employees.
- Oppose legislation that removes local authority to determine the level of benefits to be provided to employees.
- Oppose legislation that reduces local control over public employee disputes and/or imposes regulations from an outside governmental agency or special interest group.
- Oppose legislation that imposes restrictive and overburdensome reporting of employee benefits and payroll.
- Support legislation which maintains special districts' ability to exercise local flexibility by minimizing state mandated contract requirements.
- Oppose any measure that would hinder the ability of special districts to maximize local resources and efficiencies through the use of contracted services.

IV. Infrastructure, Innovation, and Investment

- Support legislation that encourages prudent planning for investment and maintenance of long-term infrastructure.
- Support legislation that preserves contracting flexibility and fiscal tools and incentives needed to help special districts meet changing demands.
- Oppose legislation imposing restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.



**PLEASANT VALLEY
RECREATION AND PARK DISTRICT**

**LEGISLATIVE ADVOCACY POLICY
Board Approved June 5, 2019**

V. Successor Agencies/Redevelopment

- Support legislation that reduces the amount of Redevelopment Property Tax Trust Fund (RPTTF) revenues allocable to successor agencies.
- Oppose legislation that returns local governments' ability to enact property tax increment financing or other redevelopment tools.
- Oppose legislation that re-authorizes Redevelopment Agencies in any form.
- Support legislation which requires Successor Agencies to wind down current holdings and redistribute funding to affected local agencies.

10. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:

- A. Chairman Kelley
- B. Ventura County Special District Association/California Special District Association
- C. Ventura County Consolidated Oversight Board
- D. Santa Monica Mountains Conservancy
- E. Standing Committees – Finance, Liaison, Long Range Planning, Personnel and Policy
- F. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager's Report