



## Regular Meeting Agenda

April 3, 2012

Placentia City Council  
Placentia City Council as Successor to the  
Placentia Redevelopment Agency  
Placentia Industrial Commercial  
Development Authority

Jeremy B. Yamaguchi  
Mayor

Chad P. Wanke  
Mayor Pro Tem

Joseph V. Aguirre  
Council Member

Scott W. Nelson  
Council Member

Constance M. Underhill  
Council Member

Patrick J. Melia  
City Clerk

Craig S. Green  
City Treasurer

Troy L. Butzlaff, ICMA-CM  
City Administrator

Andrew V. Arczynski  
City Attorney

**City of Placentia**  
**401 E Chapman Avenue**  
**Placentia, CA 92870**

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### *Mission Statement*

*The City Council is committed to keeping Placentia a pleasant place by providing a safe family atmosphere, superior public services and policies that promote the highest standards of community life.*

### *Vision Statement*

*The City of Placentia will maintain an open, honest, responsive and innovative government that delivers quality services in a fair and equitable manner while optimizing available resources.*

Copies of all agenda materials are available for public review in the Office of the City Clerk, online at [www.placentia.org](http://www.placentia.org), and at Placentia Library Reference Desk. Persons who have questions concerning any agenda item may call the City Clerk's Office, (714) 993-8231, to make inquiry concerning the nature of the item described on the agenda.

### **Procedures for Addressing the Council/Board Members**

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE that portion of the agenda is called. Testimony for Public Hearings will only be taken at the time of the hearing. Any person who wishes to speak on a Public Hearing item should fill out a "Speaker Request Form" and give it to the City Clerk BEFORE the item is called.

The Council and Board members encourage free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, the Council and Board discourage clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL AND BOARD MEMBERS ARE IN SESSION.

### **Special Accommodations**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City Staff to make reasonable arrangements to ensure accessibility.  
(28 CFR 35.102.35.104 ADA Title II)

In compliance with California Government Code § 54957.5, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

Study Sessions are open to the public and held in the City Council Chambers or City Hall Community Room. Executive Sessions are held in the Council Caucus Room. While the public may be in attendance during oral announcements preceding Executive Sessions, Executive Sessions are not open to the public.

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING AGENDA – EXECUTIVE SESSION  
April 3, 2012  
5:30 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

**CALL TO ORDER:**

**ROLL CALL:** Councilmember/Board Member Aguirre  
Councilmember/Board Member Nelson  
Councilmember/Board Member Underhill  
Mayor Pro Tem/Board Vice Chair Wanke  
Mayor/Board Chair Yamaguchi

**ORAL COMMUNICATIONS:**

At this time the public may address the City Council and Boards of Directors concerning any items on the Executive Session Agenda only.

The City Council and Boards of Directors will recess to the City Council Caucus Room for the purpose of conducting their Executive Session proceedings.

**CITY COUNCIL:**

1. Pursuant to Government Code Section 54956.9(a) for Conference with Legal Counsel Regarding Existing Litigation – Two (2) Items
  - a. Placentia Police Officers Association v. City of Placentia, Orange County Superior Court, Case No. 30-2011-00485327
  - b. City of Placentia vs. Woodruff, Spradlin & Smart, Orange County Superior Court Case No. 30-2010-00367949
2. Pursuant to Government Code Section 54956.9(c) for Conference with Legal Counsel Regarding Potential Litigation – Two (2) Items
3. Pursuant to Government Code Section 54957.6 Conference with City Labor Negotiator concerning Labor Negotiations with the following group:
  - a. Placentia Police Officers Association (PPOA)  
City Representatives: Troy L. Butzlaff, City Administrator

**SUCCESSOR AGENCY:** None

**ICDA:** None

**RECESS:** The City Council and Boards of Directors will recess to their 7:00 p.m. Regular Meeting.

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING AGENDA**

**April 3, 2012**

**7:00 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

**CALL TO ORDER:**

**ROLL CALL:** Councilmember/Board Member Aguirre  
Councilmember/Board Member Nelson  
Councilmember/Board Member Underhill  
Mayor Pro Tem/Board Vice Chair Wanke  
Mayor/Board Chair Yamaguchi

**INVOCATION:** Kenneth Milhander, Police Chaplain

**PLEDGE OF ALLEGIANCE:**

**PRESENTATIONS:**

**1. Requests for Commendations and Proclamations**

- a. Recognition of Event Coordinators for the Vietnam Memorial Wall "The Wall That Heals"  
Recipients: Event Coordinators Greg and Betty Gillaspay  
Presenter: Mayor Yamaguchi
- b. Proclamation Designating the Week of April 8 – 14, 2012, as National Public Safety Telecommunicators Week  
Recipients: Police Services Supervisor Beverly Schlieder  
Presenter: Mayor Yamaguchi

Recommended Action: It is recommended that the City Council:  
Approve requests as submitted and make presentations to those present

**EXECUTIVE SESSION REPORT:**

**CITY ADMINISTRATOR REPORT:**

**ORAL COMMUNICATIONS:**

At this time the public may address the City Council and Boards of Directors concerning any agenda item, which is not a public hearing item, or on matters within the jurisdiction of the City Council and Boards of Directors.

**CITY COUNCIL/BOARD MEMBERS COMMENTS AND REPORTS:**

The purpose of these reports is to provide information on projects and programs that are discussed at interagency board, committee, and commission meetings. No decisions are to be made on these issues. If a Council or Board Member would like formal action on any of the discussed items it will be placed on a future Council or Board Agenda.

**1. CONSENT CALENDAR (Items 1.a. through 1.h.):**

All items on the Consent Calendar are considered routine and are enacted by one motion approving the recommended action listed on the Agenda. Any Member of the City Council

and Boards of Directors or City Administrator may request an item be removed from the Consent Calendar for discussion. All items removed shall be considered immediately following action on the remaining items.

**COUNCIL/SUCCESSOR AGENCY/ICDA CONSENT CALENDAR:**

- a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**  
Financial Impact: None  
Recommended Action: Approve
- b. **Minutes**  
**City Council/Successor/ICDA Regular City Council Meeting – March 20, 2012**  
Recommended Action: Approve
- c. **City Fiscal Year 2011-12 Warrant Register for March 21, 2012 Through April 3, 2012**  
Financial Impact: \$10,024.13  
Recommended Action: Approve
- d. **Successor Agency Fiscal Year 2011-12 Warrant Register for March 21, 2012 Through April 3, 2012**  
Financial Impact: \$2,015,475.35  
Recommended Action: Approve

**COUNCIL CONSENT CALENDAR:**

- e. **Presentation of Single Audit Report and Management Letter for the Period Ended June 30, 2011**  
Financial Impact: None  
Recommended Action: It is recommended that the City Council:
  - 1) Receive and file the Single Audit Report and the Management Letter for the period ended June 30, 2011
- f. **Acceptance of Construction Work by Union Construction Company for the Gomez Community Center Renovation Project**  
Financial Impact: Expense: \$436,293  
Offsetting Revenue: \$436,293 CDBG & Park Development  
Budgeted: \$436,293 (Account No.: 333554-6185 J/L 6107040133)  
Recommended Action: It is recommended that the City Council:
  - 1) Accept the contract work by Union Construction Company for the Gomez Community Center Renovation Project in the total amount of \$436,293
  - 2) Authorize the City Administrator or designee to file a Notice of Completion with the Office of the Orange County Clerk-Recorder for the Project
  - 3) Authorize the City Administrator or his designee to release the retention in accordance with the terms of the contract
- g. **Approve Resolution to Adopt Establishment of an Overall Annual Anticipated Disadvantaged Business Enterprise Participation Level (AADPL) Goal of 8% for Federal Fiscal Year 2011/12**  
Financial Impact: None  
Recommended Action: It is recommended that the City Council:
  - 1) Adopt Resolution No. R-2012-10, a Resolution of the City Council of the City of Placentia, California, approving and adopting the Annual

Anticipated DBE Participation Level (AADPL) of 8% for Federal Fiscal Year 2011/12 (covering the period of October 1, 2011 through September 30, 2012)

- 2) Authorize the Mayor or City Administrator to execute all implementing DBE documents on behalf of the City to facilitate timely submission to the California Department of Transportation

**h. Approve Notice to Proceed with Baker Nowicki Design Studio for Phase II of Architectural Services Related to the Downtown Parking Structure**

Financial Impact: Expense: Phase II - \$115,075, Total Contract - \$328,786 (Account No.: 333552-6015)

Revenue: \$300,000 Gas Tax Bond Proceeds and \$28,786 Community Facilities District

Recommended Action: It is recommended that the City Council:

- 1) Authorize Staff to issue a Notice to Proceed to Baker Nowicki Design Studio for Phase II (Construction Documents) of the Project in an amount not-to-exceed \$115,075

**SUCCESSOR AGENCY CONSENT CALENDAR:** None

**ICDA CONSENT CALENDAR:** None

**2. PUBLIC HEARINGS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA:** None

**COUNCIL:** None

**SUCCESSOR AGENCY:** None

**ICDA:** None

**3. OLD BUSINESS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA OLD BUSINESS:** None

**COUNCIL OLD BUSINESS:** None

**SUCCESSOR AGENCY OLD BUSINESS:** None

**ICDA OLD BUSINESS:** None

**4. NEW BUSINESS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA NEW BUSINESS:** None

**COUNCIL NEW BUSINESS:**

**a. Resolution Adopting the Establishment of a Leave Bank Conversion Program for Unrepresented Management and Mid-management Employees**

Financial Impact: Reduction of future financial liability; administration expense of \$720 a year

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution No. R-2012-11, a Resolution of the City Council of the City of Placentia, California, adopting the establishment of the 401(a) Special Pay Plan for unrepresented management and mid-management employees

b. **Formation of Economic Development Committee**

Financial Impact: Nominal Staff costs resulting from meeting participation and preparation

Recommended Action: It is recommended that the City Council:

- 1) Review and discuss the formation of an Economic Development Committee
- 2) Adopt Resolution No. R-2012-12, a Resolution of the City Council of the City of Placentia, California, establishing an Economic Development Committee
- 3) Approve the bylaws for the Economic Development Committee and authorize City Staff take necessary action regarding appointment process of said Committee members

**SUCCESSOR AGENCY NEW BUSINESS:** None

**ICDA NEW BUSINESS:** None

**CITY COUNCIL/BOARD MEMBERS REQUESTS:**

Council/Board Members may make requests or ask questions of Staff. If a Council/Board Member would like to have formal action taken on a requested matter, it will be placed on a future Council or Board Agenda.

**ADJOURNMENT:**

The City Council/Successor Agency/ICDA Agency Board of Directors will adjourn to April 17, 2012.

**CERTIFICATION OF POSTING**

I, Tania Moreno, Deputy City Clerk for the City of Placentia and Assistant Secretary of the Industrial Commercial Development Authority, hereby certify that the Agenda for the April 3, 2012, meetings of the City Council, Successor Agency, and Industrial Commercial Development Authority was posted on March 29, 2012.

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Tania Moreno, Deputy City Clerk

**RECOGNITION OF VIETNAM MEMORIAL WALL “THE WALL THAT HEALS”  
CITY COUNCIL AGENDA APRIL 3, 2012**

Mayor to provide brief overview of partnership project with the special traveling Vietnam Veterans Memorial and Museum.

Mayor Yamaguchi to introduce video tribute to “The Wall That Heals.” Following video (approximately 5 minutes). Mayor to introduce and recognize Event Coordinators Greg and Betty Gillaspay. Mayor to present certificate of appreciation and copy of the video DVD to Gillaspay’s.

**Presenter: Mayor Yamaguchi**

**Recipients: Event Coordinators Greg and Betty Gillaspay**

**NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK  
CITY COUNCIL AGENDA APRIL 3, 2012**

Mayor Yamaguchi to introduce Police Services Supervisor Beverly Schlieder to be presented a Proclamation recognizing April 8 – 14, 2012 as National Public Safety Telecommunicators week.

**Presenter: Mayor Yamaguchi**

**Recipient: Police Services Supervisor Beverly Schlieder**

**PLACENTIA CITY COUNCIL  
PLACENTIA CITY COUNCIL AS SUCCESSOR TO THE  
PLACENTIA REDEVELOPMENT AGENCY  
PLACENTIA INDUSTRIAL COMMERCIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES – EXECUTIVE SESSION  
March 20, 2012  
5:30 p.m. – City Council Chambers  
401 E. Chapman Avenue, Placentia, CA**

**CALL TO ORDER:** Mayor/Board Chair Yamaguchi called the meeting to order at 5:34 p.m.

**ROLL CALL:**

**PRESENT:** Council/Agency Members Aguirre, Nelson, Underhill, Wanke, Yamaguchi

**ABSENT:** None

**ORAL COMMUNICATIONS:** None

**CITY COUNCIL:**

1. Pursuant to Government Code Section 54956.9(a) for Conference with Legal Counsel Regarding Existing Litigation – Two (2) Items
  - a. City of Placentia vs. Woodruff, Spradlin & Smart, Orange County Superior Court Case No. 30-2010-00367949
  - b. City of Cerritos, City of Placentia, et al. vs. State of California, Sacramento County Superior Court Case No. 34-2011-80000952
2. Pursuant to Government Code Section 54956.9(c) for Conference with Legal Counsel Regarding the Initiation of Litigation – One (1) Item
3. Pursuant to Government Code Section 54956.9(c) for Conference with Legal Counsel Regarding Potential Litigation – Two (2) Items
4. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8:
  - a. Property: 166 La Jolla Street, APN 344-24-103  
City Negotiator: Troy L. Butzlaff, City Administrator  
Negotiating Parties: Karagines Family and Sigalos Family Trust  
Under Negotiations: Price and Terms of Payment
  - b. Property: 2301 North Kraemer Blvd., APN: 336-30-101, 336-30-105, 336-54-111  
City Negotiator: Troy Butzlaff, City Administrator/Executive Director  
Negotiating Party: Mark Denny, Director Orange County Parks Department  
Under Negotiations: Price and Terms of Payment

**SUCCESSOR AGENCY:** None

**ICDA:** None

**RECESS:** The City Council/Successor Agency/ICDA recessed to the Regular Meeting at 7:02 p.m.

**CALL TO ORDER:**

PRESENT: Council/Agency Members Yamaguchi, Wanke, Aguirre, Nelson, Underhill  
ABSENT: None

**STAFF PRESENT:** City Administrator/Executive Director, Troy L. Butzlaff; City Attorney/Authority Counsel, Andrew V. Arczynski; Assistant City Administrator, Ken Domer; Director of Administrative and Community Services, Steve Pischel; Director of Public Works, Steve Drinovsky; Police Chief, Rick Hicks; Management Analyst, Eduardo De La Torre; City Clerk, Patrick Melia; Clerical Aide, Stephanie Sasaki

**INVOCATION:** Gary Drabek, Police Chaplain

**PLEDGE OF ALLEGIANCE:** Councilmember Nelson

**PRESENTATIONS:** None

**EXECUTIVE SESSION REPORT:**

City Attorney/Authority Counsel Arczynski reported the Council/Authority met in Executive Session to discuss the items listed on the agenda. He noted there were no reportable actions from Executive Session this evening.

**CITY ADMINISTRATOR REPORT:**

City Administrator Butzlaff announced the Grand Reopening of Kraemer Park on March 22<sup>nd</sup> at 5:00 p.m. and the Neighborhood Conversation meeting on March 22<sup>nd</sup> at 6:00 p.m. at the Backs Building. He announced an upcoming Study Session on March 27<sup>th</sup> at 6:00 p.m. to discuss with Orange County Local Agency Formation Commission, the concept of unincorporated County Islands.

**ORAL COMMUNICATIONS:**

Greg Sowards, Citizens for a Better Placentia representative, expressed his concerns regarding a recent public records request submitted to the City by Craig Green on behalf of the Citizens for a Better Placentia Committee. He noted that the request submitted by Mr. Green had no prior approval by the Citizens ommittee.

Craig Green, resident, spoke regarding item 4.a. and the construction costs of the new parking structure. He noted the public records request he recently submitted to the City is not on behalf of Citizens for a Better Placentia but his personal request.

Judy Morton, Anaheim resident, expressed her concerns regarding the pollution generated by Greenways of Placentia facility located in the City. She noted that the facility generates air pollution due to composting and mulching of green waste. She noted the importance of raising awareness on zoning issues, business license requirements, and health issues.

Discussion ensued between Council and Staff. They discussed the type of materials that are being composted and mulched.

City Administrator Butzlaff noted that Staff would provide a memorandum with an update and follow up with concerned citizens.

Patricia Daniels, Anaheim resident, expressed her concerns of the changing and growing operations of the Greenways of Placentia facility and the health issues. She noted that she obtained air quality reports from the Air Quality Management District.

Jeff Buchanan, resident, expressed his position that the City should take responsibility for street trees and sidewalk maintenance. He discussed past permit processes used to remove trees.

**CITY COUNCIL/BOARD MEMBERS COMMENTS AND REPORTS:**

Councilmember Underhill announced the upcoming Easter Eggcitement and Spring Carnival March 31<sup>st</sup> at Kraemer Park.

Councilmember Aguirre reported that he attended Career Day at Valadez Middle School. He noted that he was not able to attend "The Wall That Heals" opening ceremony, but visited the site following and was very impressed. He reported that Mayor Yamaguchi and he attended the Placentia Community Foundation meeting. He reported that he met with Jeff Buchanan and discussed trees and sidewalks maintenance.

Councilmember Nelson reported that he attended Career Day at Valadez Middle School. He noted that he was not able to attend "The Wall That Heals" opening ceremony, but thanked all involved.

Mayor Pro Tem Wanke attended the OC Waste Management Commission meeting. He also attended a luncheon with Chief Richter of the Orange County Fire Authority. He noted that was part of the San Jacinto Aqueduct tour. He was not able to attend "The Wall that Heals" ceremony, but thanked everyone involved.

Mayor Yamaguchi recognized the passing of retired Placentia Police Captain Ken Rowley and noted he attended the memorial service. He participated in "The Wall That Heals" opening ceremony and thanked the Gillepsy Family for their services. He congratulated the Girl Scouts of America on their 100<sup>th</sup> year anniversary celebrated at the Nixon Library. He also congratulated Placentia Troop Eagle Scouts Michael Botts and Dante Franceschi for obtaining their Eagle Scout award. He invited everyone to attend a retirement ceremony honoring Captain Lou Blankenship from Station 35 at the Orange County Fire Authority on March 22<sup>nd</sup>. He announced an upcoming town hall meeting being held by Congressman Ed Royce on March 24<sup>th</sup> in the Placentia City Council Chambers at 1:00 p.m.

**1. CONSENT CALENDAR (Items 1.a. through 1.g.):**

A motion was made by Councilmember Nelson, seconded by Mayor Pro Tem Wanke, to approve Consent Calendar Item Nos. 1.a. through 1.g. Mayor Pro Tem Wanke abstained on warrant number 6543 and affirmative on the balance of the consent calendar items.

**COUNCIL/SUCCESSOR AGENCY/ICDA CONSENT CALENDAR:**

- a. **Consideration to Waive Reading in Full of all Ordinances and Resolutions**  
Financial Impact: None  
Recommended Action: Approve  
**(APPROVED 5 – 0, as recommended)**
  
- b. **Minutes**  
**City Council/Successor/ICDA Regular City Council Meeting – March 6, 2012**  
Recommended Action: Approve  
**(APPROVED 5 – 0, as recommended)**
  
- c. **City Fiscal Year 2011-12 Warrant Register for March 7, 2012 Through March 20, 2012**

Financial Impact: \$527,548.08  
Recommended Action: Approve

- d. **(APPROVED 5 – 0, Mayor Pro Tem Wanke abstained on warrant item 6543)  
Successor Agency Fiscal Year 2011-12 Warrant Register for March 7, 2012  
Through March 20, 2012**  
Financial Impact: \$4,156.20  
Recommended Action: Approve  
**(APPROVED 5 – 0, as recommended)**

**COUNCIL CONSENT CALENDAR:**

- e. **2011 Housing Element Annual Progress Report**  
Financial Impact: None  
Recommended Action: It is recommended that the City Council:  
1) Receive and file the 2011 Housing Element Annual Progress Report  
**(APPROVED 5 – 0, as recommended)**
- f. **Approval of Plans and Specifications and Award of Contract to Pelagic Engineering for the Citywide Traffic Signal Battery Back-Up Project**  
Financial Impact: Expense: \$80,701.50 for construction  
Offsetting Revenue: \$80,701.50 Gas Tax Bond  
Budgeted: \$100,000 (Account No.: 333552-6185 J/L 61089)  
Recommended Action: It is recommended that the City Council:  
1) Approve plans and specifications prepared by Albert Grover & Associates (AGA) dated February 6, 2012, for the Citywide Traffic Signal System Battery Back-Up  
2) Award construction contract to the lowest responsive and responsible bidder, Pelagic Engineering for an amount not to exceed \$73,365  
3) Reject all other bids  
4) Authorize the City Administrator, or his designee, to approve construction change orders pursuant to the requirements set forth in the construction contract and in an aggregate amount not to exceed 10% of the project construction cost  
5) Authorize the City Administrator to execute contract documents on behalf of the City, in a form approved by the City Attorney  
**(APPROVED 5 – 0, as recommended)**
- g. **Authorize Right of Way Easement at Assessor Parcel Number 341-501-64 Alta Vista Street Northwest of Swail Drive for Electric Utility Purposes**  
Financial Impact: Revenue: \$3,000 for purchase offer (Account No.: 100000-4710)  
Recommended Action: It is recommended that the City Council:  
1) Authorize the City Administrator to sign and the City Clerk attest to the Grant of Easement for SCE to construct and use an area of approximately 370 square feet  
2) Accept the SCE offer in the amount of \$3,000 as described in the offer to purchase  
**(APPROVED 5 – 0, as recommended)**

**SUCCESSOR AGENCY CONSENT CALENDAR:** None

**ICDA CONSENT CALENDAR:** None

**2. PUBLIC HEARINGS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA:** None

**COUNCIL:** None

**SUCCESSOR AGENCY:** None

**ICDA:** None

**3. OLD BUSINESS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA OLD BUSINESS:** None

**COUNCIL OLD BUSINESS:** None

**SUCCESSOR AGENCY OLD BUSINESS:** None

**ICDA OLD BUSINESS:** None

**4. NEW BUSINESS:**

**COUNCIL/SUCCESSOR AGENCY/ICDA NEW BUSINESS:** None

**COUNCIL NEW BUSINESS:**

- a. **Resolution Accepting the Allocation of Costs Between the City and the Orange County Transportation Authority for the Design and Construction of a Downtown Parking Structure to Support the Planned Metrolink Station**

Financial Impact: Hard costs estimated at \$7.2 million. Actual costs of construction to be determined once project has been bid

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2012-08, a resolution of the City Council of the City of Placentia, California, accepting the allocation of costs between the City of Placentia and the Orange County Transportation Authority pertaining to the design and construction of a downtown parking structure in support of the planned Metrolink Station

City Administrator Butzlaff noted that item 4.a. requires further discussion and would be brought back to Council at a future date. He noted that Staff has determined that additional discussion is needed and clarifying language would be incorporated to the resolution in regards to allocation of costs.

Discussion ensued between Council and Staff.

Councilmember Nelson commended Staff on the work pertaining to the construction of the downtown parking structure.

- b. **Resolution Expressing Support for SB 1364 Relating to Water Corporations**

Financial Impact: None

Recommended Action: It is recommended that the City Council:

- 1) Adopt Resolution R-2012-09, a resolution of the City Council of the City of Placentia, California, expressing support for SB 1364 relating to water corporations

**(APPROVED 5 – 0, as recommended)**

Management Analyst De La Torre provided a brief staff report on item 4.b. He noted that the resolution expresses support for SB 1364 relating to water corporations.

Discussion ensued between Council and Staff. Council noted that other cities involved would receive a copy of the resolution. Council expressed support for SB 1364.

A motion was made by Mayor Yamaguchi, seconded by Councilmember Underhill, and carried (5 – 0) to adopt Resolution R-2012-09, a resolution of the City Council of the City of Placentia, California, expressing support for SB 1364 relating to water corporations.

**SUCCESSOR AGENCY NEW BUSINESS:** None

**ICDA NEW BUSINESS:** None

**CITY COUNCIL/BOARD MEMBERS REQUESTS:**

Mayor Pro Tem Wanke requested that Council give direction to Staff to invite Orange County Transportation Authority to the next City Council meeting and request them to report on the progress and timeline of the proposed train station.

Councilmember Nelson requested that Council give direction to Staff to request the Orange County Transportation Authority to provide a report on the grade separation and the OC Bridges Project.

**ADJOURNMENT:**

The City Council/Successor Agency/ICDA Agency Board of Directors adjourned to a Study Session on March 27, 2012 at 5:00 p.m.

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JEREMY B. YAMAGUCHI  
MAYOR/AGENCY CHAIR

ATTEST:

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PATRICK J. MELIA, CITY CLERK/AGENCY  
SECRETARY

**City of Placentia**  
**Successor Agency - Warrant Register**  
**For 04/03/2012**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
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**Grand Total: 10,024.13**

Warrant Totals by ID	
AP	9,852.40
EP	171.73
IP	0.00
OP	0.00

Warrant Totals by Fund	
405-Low & Moderate Housing	2,299.60
410-RDA Capital Projects	7,724.53

Void Total: 0.00  
Warrant Total: 10,024.13

Warrant Total: 10,024.13

LEGEND	
EP	Electronic Payment
MW IP	Machine Written (Immediate Pay)
MW OH	Machine Written (Open Hold)
RV	Reversed Warrant

**1.c.**  
**April 3, 2012**

**City of Placentia**  
**Successor Agency - Warrant Register**  
**For 03/27/2012**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0035-2170 Deferred Comp Payable - ICMA	PY01006	171.73	2995/1201006		00003345	03/23/2012
			<b>Vendor Total:</b>		<b>171.73</b>				
			<b>Type Total:</b>		<b>171.73</b>				
MW IP	A-1 FENCE COMPANY V007378	CHAIN LINK FENCE INSTALLATIO	347536-6130 Repair & Maint/Facilities	ITK0315A	1,798.00	58049	P06644	00075914	03/15/2012
			<b>Vendor Total:</b>		<b>1,798.00</b>				
MW IP	ARCZYNSKI, ANDREW V V005588	FEB CITY ATTORNEY FEES	347536-6005 Legal Services	ITK0315A	501.60	030712A	P05674	00075915	03/15/2012
			<b>Vendor Total:</b>		<b>501.60</b>				
MW IP	ARCZYNSKI, ANDREW V V005588	FEB CITY ATTORNEY FEES	357536-6005 Legal Services	ITK0315A	2,006.40	030712A	P05674	00075915	03/15/2012
			<b>Vendor Total:</b>		<b>2,006.40</b>				
MW OH	DALEY & HEFT ATTORNEY V005914	LEGAL SERVICES-DOWNTOWN/M	357536-6099 / 61018-6099 Other Professional Services	TK0324C	567.00	39941	P06592	00075987	04/03/2012
			<b>Vendor Total:</b>		<b>567.00</b>				
MW OH	KOSMONT COMPANIES V006131	FEB REAL ESTATE ADVISORY SR	357536-6001 Management Consulting Services	TK0324C	4,784.40	11018.0.14	P05409	00076005	04/03/2012
			<b>Vendor Total:</b>		<b>4,784.40</b>				
MW IP	US BANK CORPORATE PAYI V005008	RDA WORKSHOP REG-DOMER	357536-6099 Other Professional Services	ITK0315A	195.00	FEBRUARY 12		00075936	03/15/2012
			<b>Vendor Total:</b>		<b>195.00</b>				
			<b>Type Total:</b>		<b>9,852.40</b>				
			<b>Warrant Total:</b>		<b>10,024.13</b>				

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Type Vendor Name/ID Description Account/Description Batch ID Amount Invoice# PO # Check # Check Date

Grand Total: 2,015,475.35

Warrant Totals by ID	
AP	1,946,783.08
EP	68,692.27
IP	0.00
OP	0.00

Fund Name	Warrant Totals by Fund	Void Total:
101-General Fund	1,425,616.69	0.00
225-Asset Seizure	2,477.70	
265-Landscape Maintenance	358.48	
275-Sewer Maintenance	3,248.78	
280-Misc Grants Fund	29,278.88	
401-City Capital Projects	100,306.91	
501-Refuse Administration	213,935.20	
601-Employee Health & Welfare	186,921.60	
605-Risk Management	12,368.68	
615-Information Technology	7,021.54	
620-Citywide Services	21,941.97	
701-Special Deposits	11,998.92	
	<b>Warrant Total: 2,015,475.35</b>	

LEGEND	
EP	Electronic Payment
MW IP	Machine Written (Immediate Pay)
MW OH	Machine Written (Open Hold)
RV	Reversed Warrant

Warrant Total: 2,015,475.35

1.d.  
April 3, 2012

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For 03/27/2012**

Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
EP	ACOSTA, JOAQUIN E000017	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003255	03/22/2012
				<b>Vendor Total:</b>	<b>258.00</b>				
EP	ALDWIR, MAMOUN E000113	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,187.00	APRIL 12		00003256	03/22/2012
				<b>Vendor Total:</b>	<b>1,187.00</b>				
EP	ANDERSON, MARLA E000071	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	888.00	APRIL 12		00003257	03/22/2012
				<b>Vendor Total:</b>	<b>888.00</b>				
EP	ARMSTRONG, JOHN T E000046	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,145.00	APRIL 12		00003258	03/22/2012
				<b>Vendor Total:</b>	<b>1,145.00</b>				
EP	BABCOCK, CHARLES A E000015	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	286.00	APRIL 12		00003259	03/22/2012
				<b>Vendor Total:</b>	<b>286.00</b>				
EP	BEALS, SHARLENE E000076	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003260	03/22/2012
				<b>Vendor Total:</b>	<b>258.00</b>				
EP	BONESCHANS, DENNIS E000020	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003261	03/22/2012
				<b>Vendor Total:</b>	<b>258.00</b>				
EP	BUNNELL, DONALD E000062	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	628.00	APRIL 12		00003262	03/22/2012
				<b>Vendor Total:</b>	<b>628.00</b>				
EP	BURGNER, ARTHUR E000074	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	628.00	APRIL 12		00003263	03/22/2012
				<b>Vendor Total:</b>	<b>628.00</b>				
EP	CHANDLER, JOHN P E000109	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	877.00	APRIL 12		00003264	03/22/2012
				<b>Vendor Total:</b>	<b>877.00</b>				

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EP	CHANG, ROBERT E000107	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	877.00 1,187.00	APRIL 12		00003265	03/22/2012
EP	COBBETT, GEOFFREY E000007	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	1,187.00 758.00	APRIL 12		00003266	03/22/2012
EP	COOK, ARLENE M E000018	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	758.00 628.00	APRIL 12		00003267	03/22/2012
EP	D'AMATO, ROBERT E000056	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	628.00 888.00	APRIL 12		00003268	03/22/2012
EP	DAVID, PRESTON E000112	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	888.00 888.00	APRIL 12		00003269	03/22/2012
EP	DAVIS, CAROLYN E000005	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	888.00 628.00	APRIL 12		00003270	03/22/2012
EP	DELOS SANTOS, JAMIE E000045	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	628.00 888.00	APRIL 12		00003271	03/22/2012
EP	DICKSON, ROBERTA JO E000011	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	888.00 258.00	APRIL 12		00003272	03/22/2012
EP	DOWNEY, CAROL E000082	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	258.00 628.00	APRIL 12		00003273	03/22/2012
EP	DURNIL, RODNEY	APRIL MEDICAL REIMBURSEMENT	395083-5161	<b>Vendor Total:</b> R032212	628.00 888.00	APRIL 12		00003274	03/22/2012

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	E000036		Health Insurance Premiums						
EP	ECKENRODE, NORMAN E000029	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	888.00 628.00	APRIL 12		00003275	03/22/2012
EP	ELSTRO, ANN M E000027	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 628.00	APRIL 12		00003276	03/22/2012
EP	ESCOBOSA, LILLIAN E000055	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 628.00	APRIL 12		00003277	03/22/2012
EP	ESPINOZA, ROSALINDA E000016	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 388.00	APRIL 12		00003278	03/22/2012
EP	FIGUEROA, DANIEL E000057	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	388.00 388.00	APRIL 12		00003279	03/22/2012
EP	FISCHER, HAROLD A E000023	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	388.00 628.00	APRIL 12		00003280	03/22/2012
EP	FRICKE, JUERGEN E000075	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 680.00	APRIL 12		00003281	03/22/2012
EP	FULLER, GLENN H E000081	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	680.00 666.00	APRIL 12		00003282	03/22/2012
EP	GALLANT, KAREN E000008	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	666.00 684.29	APRIL 12		00003283	03/22/2012
				Vendor Total:	684.29				

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
EP	GARNER, JO ANN E000047	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	628.00	APRIL 12		00003284	03/22/2012
				<b>Vendor Total:</b>	<b>628.00</b>				
EP	GARNER, KITTY E000080	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	888.00	APRIL 12		00003285	03/22/2012
				<b>Vendor Total:</b>	<b>888.00</b>				
EP	GOMEZ, DANIEL E000049	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	758.00	APRIL 12		00003286	03/22/2012
				<b>Vendor Total:</b>	<b>758.00</b>				
EP	GRIMM, DENNIS L E000042	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	409.00	APRIL 12		00003287	03/22/2012
				<b>Vendor Total:</b>	<b>409.00</b>				
EP	HOCH, ELEANOR M E000078	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003288	03/22/2012
				<b>Vendor Total:</b>	<b>258.00</b>				
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0010-2170 Deferred Comp Payable - ICMA	PY01006	7,852.83	2995/1201006		00003345	03/23/2012
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0043-2170 Deferred Comp Payable - ICMA	PY01006	50.00	2995/1201006		00003345	03/23/2012
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0029-2170 Deferred Comp Payable - ICMA	PY01006	64.50	2995/1201006		00003345	03/23/2012
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0048-2170 Deferred Comp Payable - ICMA	PY01006	119.25	2995/1201006		00003345	03/23/2012
EP	ICMA RETIREMENT TRUST V000496	P/E 3/17/12 PD DATE 3/23/12	0037-2170 Deferred Comp Payable - ICMA	PY01006	122.00	2995/1201006		00003345	03/23/2012
				<b>Vendor Total:</b>	<b>8,208.58</b>				
EP	IRVINE, SUZETTE E000019	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	758.00	APRIL 12		00003289	03/22/2012
				<b>Vendor Total:</b>	<b>758.00</b>				
EP	JENKINS, ROBERT	APRIL MEDICAL REIMBURSEMENT	395083-5161	R032212	800.00	APRIL 12		00003290	03/22/2012

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	E000084		Health Insurance Premiums						
EP	JOHNSON, SHARON E000099	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	800.00 628.00	APRIL 12		00003291	03/22/2012
EP	JONES, ROBERT E000053	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 225.99	APRIL 12		00003292	03/22/2012
EP	JUDD, TERRELL E000115	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	225.99 1,187.00	APRIL 12		00003293	03/22/2012
EP	KIRKLAND, RICHARD L E000110	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	1,187.00 388.00	APRIL 12		00003294	03/22/2012
EP	LABORDE, JOHN G E000039	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	388.00 628.00	APRIL 12		00003295	03/22/2012
EP	LITTLE, DIANE M E000098	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 409.00	APRIL 12		00003296	03/22/2012
EP	LOWREY, B.J E000041	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	409.00 279.00	APRIL 12		00003297	03/22/2012
EP	MAERTZWEILER, MICHAEL E000032	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	279.00 628.00	APRIL 12		00003298	03/22/2012
EP	MANNING, VEDA M E000063	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	628.00 258.00	APRIL 12		00003299	03/22/2012
				Vendor Total:	258.00				

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EP	MARMOLEJO, PACO E000068	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,187.00	APRIL 12		00003300	03/22/2012
		<b>Vendor Total:</b>			<b>1,187.00</b>				
EP	MILANO, JAMES E000054	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	758.00	APRIL 12		00003301	03/22/2012
		<b>Vendor Total:</b>			<b>758.00</b>				
EP	MILLER, RICHARD E000106	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	877.00	APRIL 12		00003302	03/22/2012
		<b>Vendor Total:</b>			<b>877.00</b>				
EP	MONTOOTH, MARLENE E000021	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003303	03/22/2012
		<b>Vendor Total:</b>			<b>258.00</b>				
EP	MOORE, LARRY W E000044	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,187.00	APRIL 12		00003304	03/22/2012
		<b>Vendor Total:</b>			<b>1,187.00</b>				
EP	NAJERA, ROBERT JR E000065	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	888.00	APRIL 12		00003305	03/22/2012
		<b>Vendor Total:</b>			<b>888.00</b>				
EP	NISSEN, JANICE E000073	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003306	03/22/2012
		<b>Vendor Total:</b>			<b>258.00</b>				
EP	OLEA, ARLENE J E000014	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,187.00	APRIL 12		00003307	03/22/2012
		<b>Vendor Total:</b>			<b>1,187.00</b>				
EP	ORTEGA, MANUEL E E000100	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	740.00	APRIL 12		00003308	03/22/2012
		<b>Vendor Total:</b>			<b>740.00</b>				
EP	PALMER, GEORGE E000094	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	877.00	APRIL 12		00003309	03/22/2012
		<b>Vendor Total:</b>			<b>877.00</b>				

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EP	PASCUA, RAYNALD E000114	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	877.00	1,187.00	APRIL 12	00003310	03/22/2012
EP	PASPALL, MIHAJLO E000085	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	1,187.00	563.98	APRIL 12	00003311	03/22/2012
EP	PEREZ, ROBERT E000111	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	563.98	225.99	APRIL 12	00003312	03/22/2012
EP	PICHON, WALTER E000103	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	225.99	286.00	APRIL 12	00003313	03/22/2012
EP	PONCE, EDMUND M E000040	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	286.00	258.00	APRIL 12	00003314	03/22/2012
EP	REDIFER, KIM R E000022	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	258.00	791.00	APRIL 12	00003315	03/22/2012
EP	RENDEN, BRIAN E000083	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	791.00	1,126.00	APRIL 12	00003316	03/22/2012
EP	REYES, ROGER T E000024	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	1,126.00	758.00	APRIL 12	00003317	03/22/2012
EP	RICE, RUSSELL J E000059	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	Vendor Total: R032212	758.00	888.00	APRIL 12	00003318	03/22/2012
EP	RISHER, THOMAS A	APRIL MEDICAL REIMBURSEMENT	395083-5161	Vendor Total: R032212	888.00	758.00	APRIL 12	00003319	03/22/2012

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	E000013		Health Insurance Premiums						
EP	RITCHIE, SYLVIA E000072	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>758.00</b> 628.00	APRIL 12		00003320	03/22/2012
EP	RIVERA, AIDA E000026	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>628.00</b> 258.00	APRIL 12		00003321	03/22/2012
EP	ROACH, MICHAEL E000105	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>258.00</b> 1,145.00	APRIL 12		00003322	03/22/2012
EP	ROBB, SANDRA E000043	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>1,145.00</b> 758.00	APRIL 12		00003323	03/22/2012
EP	ROBERTSON, JAMES S E000093	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>758.00</b> 271.44	APRIL 12		00003324	03/22/2012
EP	RODARTE, JOE R E000034	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>271.44</b> 666.00	APRIL 12		00003325	03/22/2012
EP	ROKOSZ, KEN A E000035	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>666.00</b> 388.00	APRIL 12		00003326	03/22/2012
EP	ROSE, RICHARD D E000050	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>388.00</b> 998.00	APRIL 12		00003327	03/22/2012
EP	SALE, LEE R E000031	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>998.00</b> 888.00	APRIL 12		00003328	03/22/2012
				<b>Vendor Total:</b>	<b>888.00</b>				

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EP	SANCHEZ, LAURA E000058	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003329	03/22/2012
		<b>Vendor Total:</b>			<b>258.00</b>				
EP	SANGOLUISA, ZORA G E000048	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	258.00	APRIL 12		00003330	03/22/2012
		<b>Vendor Total:</b>			<b>258.00</b>				
EP	SCHULTZ, DANIEL E000070	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	388.00	APRIL 12		00003331	03/22/2012
		<b>Vendor Total:</b>			<b>388.00</b>				
EP	SOMOYA, JOHN P E000089	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	791.00	APRIL 12		00003332	03/22/2012
		<b>Vendor Total:</b>			<b>791.00</b>				
EP	SOTO, PHILIP J E000052	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	628.00	APRIL 12		00003333	03/22/2012
		<b>Vendor Total:</b>			<b>628.00</b>				
EP	SPRAGUE, GARY A E000064	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,145.00	APRIL 12		00003334	03/22/2012
		<b>Vendor Total:</b>			<b>1,145.00</b>				
EP	TAYLOR, DAVID M E000088	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	877.00	APRIL 12		00003335	03/22/2012
		<b>Vendor Total:</b>			<b>877.00</b>				
EP	THOMANN, DARYLL L E000101	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	628.00	APRIL 12		00003336	03/22/2012
		<b>Vendor Total:</b>			<b>628.00</b>				
EP	TOTH, STEVE E000067	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	791.00	APRIL 12		00003337	03/22/2012
		<b>Vendor Total:</b>			<b>791.00</b>				
EP	TRIFOS, WILLIAM E000104	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	R032212	1,126.00	APRIL 12		00003338	03/22/2012
		<b>Vendor Total:</b>			<b>1,126.00</b>				

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EP	VERSTYNEN, WILLIAM E000092	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>1,126.00</b>	388.00 APRIL 12		00003339	03/22/2012
EP	WAHL, KATHLEEN A E000030	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>388.00</b>	127.00 APRIL 12		00003340	03/22/2012
EP	WIEST, STEPHEN E000079	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>127.00</b>	628.00 APRIL 12		00003341	03/22/2012
EP	WORDEN, LARRY M E000116	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>628.00</b>	1,126.00 APRIL 12		00003342	03/22/2012
EP	ZAMORA, JERRY E000037	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>1,126.00</b>	877.00 APRIL 12		00003343	03/22/2012
EP	ZINN, JOHN E000009	APRIL MEDICAL REIMBURSEMENT	395083-5161 Health Insurance Premiums	<b>Vendor Total:</b> R032212	<b>877.00</b>	888.00 APRIL 12		00003344	03/22/2012
MW OH	A-1 AUTO BODY AND TOWING SERVICES V005848	OCT CSUFPD TOWING SERVICES	103041-6181 Towing Services	<b>Vendor Total:</b> TK0324A	<b>888.00</b>	68,692.27			
MW OH	A-1 AUTO BODY AND TOWING SERVICES V005848	DEC CSUFPD TOWING SERVICES	103041-6181 Towing Services	TK0324A	825.00	COT 11 CSUFP	P05416	00075957	04/03/2012
MW OH	A-1 AUTO BODY AND TOWING SERVICES V005848	DEC TOWING SERVICES	103041-6181 Towing Services	TK0324A	330.00	DEC 11 CSUFP	P05416	00075957	04/03/2012
MW OH	A-1 AUTO BODY AND TOWING SERVICES V005848	NOV TOWING SERVICES	103041-6181 Towing Services	TK0324A	4,229.00	DEC 2011	P05416	00075957	04/03/2012
MW OH	A-1 AUTO BODY AND TOWING SERVICES V005848	NOV TOWING SERVICES	103041-6181 Towing Services	TK0324A	3,791.75	NOV 11	P05416	00075957	04/03/2012
MW OH	A-1 AUTO BODY AND TOWING SERVICES	NOV TOWING SERVICES	103041-6181	TK0324A	346.50	NOV 11 CSUFP	P05416	00075957	04/03/2012

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	V005848		Towing Services						
MW OH	A-1 AUTO BODY AND TOWI	OCT TOWING SERVICES	103041-6181	TK0324A	3,882.50	OCT 11	P05416	00075957	04/03/2012
	V005848		Towing Services						
			<b>Vendor Total:</b>		<b>13,404.75</b>				
MW OH	ABANOBI, NKEIRUKA	DEPOSIT REFUND-AGUIRRE	100000-4385 / 79160-4385	TK0324A	100.00	76797		00075958	04/03/2012
	V008224		Facility Rental						
			<b>Vendor Total:</b>		<b>100.00</b>				
MW IP	ADMINSURE	JAN WORKERS COMP CLAIMS ADJ	404580-6025	ITK0323A	3,197.18	5728	P06584	00075938	03/22/2012
	V004980		Third Party Administration						
			<b>Vendor Total:</b>		<b>3,197.18</b>				
MW OH	ALBERT GROVER & ASSOC	FEB BATTERY BACK UP PROJECT	333552-6185 / 6108940033-6185	TK0324A	750.00	01249-IN	P05930	00075959	04/03/2012
	V007111		Construction Services						
			<b>Vendor Total:</b>		<b>750.00</b>				
MW OH	ALL CITY MANAGEMENT SI	1/29-2/11 CROSSING GUARD SRVS	103041-6099	TK0324A	7,873.60	25837	P05415	00075960	04/03/2012
	V000005		Other Professional Services						
MW OH	ALL CITY MANAGEMENT SI	2/12-2/25 CROSSING GUARD SRVS	103041-6099	TK0324A	6,298.88	26030	P05415	00075960	04/03/2012
	V000005		Other Professional Services						
			<b>Vendor Total:</b>		<b>14,172.48</b>				
MW OH	ANAHEIM FULLERTON TOW	DEC TOWING SERVICES	103041-6181	TK0324A	4,826.25	DEC 2011	P05558	00075961	04/03/2012
	V006631		Towing Services						
			<b>Vendor Total:</b>		<b>4,826.25</b>				
MW OH	ANAHEIM ICE	WINTER INSTRUCTOR PAYMENT	104071-6060 / 79314-6060	TK0324A	23.40	WINTER 2012	P06651	00075962	04/03/2012
	V000318		Instructional Services						
			<b>Vendor Total:</b>		<b>23.40</b>				
MW OH	ANTHONY & SYLVAN POOL	POOL BOND RELEASE-1928 E. TYL	0044-2045	TK0324A	500.00	030612	P06605	00075963	04/03/2012
	V000052		Construction Deposits(Swim)						
MW OH	ANTHONY & SYLVAN POOL	POOL BOND RELEASE-305 N. THOI	0044-2045	TK0324A	500.00	030612A	P06610	00075963	04/03/2012
	V000052		Construction Deposits(Swim)						
			<b>Vendor Total:</b>		<b>500.00</b>				
MW OH	ANTHONY & SYLVAN POOL	POOL BOND RELEASE-918 DORAL	0044-2045	TK0324A	500.00	030612C	P06612	00075963	04/03/2012

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MW OH	V00052	ANTHONY & SYLVAN POOL BOND RELEASE-110 CYPRE:	Construction Deposits(Swim)	TK0324A	500.00	030612B	P06613	00075963	04/03/2012
			0044-2045						
			Construction Deposits(Swim)						
				<b>Vendor Total:</b>	<b>2,000.00</b>				
MW OH	ARAMARK UNIFORM SERV	PW UNIFORMS	103650-6360	TK0324A	119.61	502-6737286	P06574	00075964	04/03/2012
	V004232		Uniforms						
MW OH	ARAMARK UNIFORM SERV	PW UNIFORMS	103650-6360	TK0324A	170.87	502-6737385	P06574	00075964	04/03/2012
	V004232		Uniforms						
MW OH	ARAMARK UNIFORM SERV	PW UNIFORMS	103650-6360	TK0324A	170.87	502-6756405	P06574	00075964	04/03/2012
	V004232		Uniforms						
MW OH	ARAMARK UNIFORM SERV	PW UNIFORMS	103650-6360	TK0324A	79.18	502-6756406	P06574	00075964	04/03/2012
	V004232		Uniforms						
				<b>Vendor Total:</b>	<b>540.53</b>				
MW IP	ARCZYNSKI, ANDREW V	FEB CITY ATTORNEY FEES	101005-6005	ITK0315A	22,053.34	030712	P06635	00075915	03/15/2012
	V005588		Legal Services						
				<b>Vendor Total:</b>	<b>22,053.34</b>				
MW IP	AT&T	FEB PHONE CHARGES	431010-6215	ITK0315A	1,233.81	030112		00075916	03/15/2012
	V004144		Telephone						
MW IP	AT&T	FEB PHONE CHARGES	0010-1220	ITK0315A	7.72	030112		00075916	03/15/2012
	V004144		Accts Rec/Plac Library Dist						
MW IP	AT&T	FEB PHONE CHARGES	296561-6215	ITK0315A	122.54	030112		00075916	03/15/2012
	V004144		Telephone						
				<b>Vendor Total:</b>	<b>1,364.07</b>				
MW OH	ATHENS SERVICES	FEB STREET SWEEPING	374387-6099	TK0324A	13,763.75	3899190212	P05873	00075965	04/03/2012
	V006622		Other Professional Services						
				<b>Vendor Total:</b>	<b>13,763.75</b>				
MW OH	BAYRICH CONSTRUCTION	POOL BOND RELEASE-928 SPYGL	0044-2045	TK0324B	500.00	030612	P06631	00075966	04/03/2012
	V003828		Construction Deposits(Swim)						
				<b>Vendor Total:</b>	<b>500.00</b>				
MW OH	BLAIS & ASSOCIATES	FEB GRANT RESEARCH SRVS	101511-6001	TK0324B	250.00	02-2012-PC1	P06497	00075967	04/03/2012

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	V008128		Management Consulting Services						
MW OH	BONDADCHUA, SHEILA V005458	DEPOSIT REFUND-BACKS	100000-4385 / 79161-4385 Facility Rental	Vendor Total: TK0324B	250.00	150.00 76743		00075968	04/03/2012
MW OH	BORE, REBECCA V001804	WINTER INSTRUCTOR PAYMENT	104071-6060 / 79348-6060 Instructional Services	Vendor Total: TK0324B	150.00	591.50 WINTER 12	P06600	00075969	04/03/2012
MW OH	BREA ELECTRIC COMPANY V007990	SCHOOL CROSSING SIGN	103652-6310 Street Signs	Vendor Total: TK0324C	591.50	117.48 124538	P06593	00075970	04/03/2012
MW OH	BREA ELECTRIC COMPANY V007990	ELECTRICAL WORK IN PD DISPATCH	103043-6137 Repair Maint/Equipment	TK0324B	730.00	17723	P06643	00075970	04/03/2012
MW OH	BREA ELECTRIC COMPANY V007990	PD GATE REPAIR	103043-6137 Repair Maint/Equipment	TK0324B	1,145.00	17723	P06643	00075970	04/03/2012
MW OH	BRUCKER, SANDRA V008221	CLASS REFUND	100000-4340 / 79448-4340 Recreation Programs	Vendor Total: TK0324B	1,992.48	69.00 76851		00075971	04/03/2012
MW OH	BURKE WILLIAMS & SOREN V006247	FEB LEGAL SERVICES	101005-6005 Legal Services	Vendor Total: TK0324B	69.00	20,776.69 154605	P06417	00075972	04/03/2012
MW OH	CALIFORNIA FORENSIC PHI V000232	FEB BLOOD DRAWS	103040-6055 Medical Services	Vendor Total: TK0324B	20,776.69	2,558.25 02.29.2012	P06019	00075973	04/03/2012
MW OH	CALIFORNIA POOLS & SPAS V000227	POOL BOND RELEASE-161 ROCK R	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324B	2,558.25	500.00 030612	P06630	00075974	04/03/2012
MW IP	CALIFORNIA PUBLIC EMPLOYEES V006234	APRIL MEDICAL INSURANCE PREMIUM	395000-4715 ISF Health Ins Reimbursement	Vendor Total: ITK0323A	500.00	108,868.17 1000000131052		00075939	03/22/2012

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MW IP	CALIFORNIA PUBLIC EMPL V006234	APRIL MEDICAL INSURANCE PREI	395083-5161 Health Insurance Premiums	ITK0323A	12,816.71	1000000131052		00075939	03/22/2012
				<b>Vendor Total:</b>	<b>121,684.88</b>				
MW OH	CALIFORNIA STATE DISBUF V004813	P/E 3/17/12 PD DATE 3/23/12	0029-2196 Garnishments W/H	PY01006	20.77	2700/1201006		00075945	03/23/2012
MW OH	CALIFORNIA STATE DISBUF V004813	P/E 3/17/12 PD DATE 3/23/12	0010-2196 Garnishments W/H	PY01006	1,293.38	2700/1201006		00075945	03/23/2012
MW OH	CALIFORNIA STATE DISBUF V004813	P/E 3/17/12 PD DATE 3/23/12	0048-2196 Garnishments W/H	PY01006	31.15	2700/1201006		00075945	03/23/2012
				<b>Vendor Total:</b>	<b>1,345.30</b>				
MW OH	CALIFORNIA STATE UNIVEI V006510	DEC CSUF PD IMPOUNDS	103041-6183 CSUF PD Reimburse Impound Fet	TK0324B	574.56	DEC 11 CSUF P05560		00075975	04/03/2012
				<b>Vendor Total:</b>	<b>574.56</b>				
MW OH	CANO, ANGELINA V008219	DEPOSIT REFUND-BACKS	100000-4385 / 79161-4385 Facility Rental	TK0324B	150.00	76740		00075976	04/03/2012
				<b>Vendor Total:</b>	<b>150.00</b>				
MW OH	CARDENAS, JOEL V002648	APRIL MONTHLY EXPENSES	103650-5001 Salaries/Full-Time Regular	TK0324E	50.00	APRIL 12		00075977	04/03/2012
				<b>Vendor Total:</b>	<b>50.00</b>				
MW OH	CARO, MARK V008218	DEPOSIT REFUND-BACKS	100000-4385 / 79161-4385 Facility Rental	TK0324B	150.00	76741		00075978	04/03/2012
				<b>Vendor Total:</b>	<b>150.00</b>				
MW OH	CARWASH OF AMERICA V000771	PD/CITY CAR WASHES	433658-6301 Special Department Supplies	TK0324B	291.66	0201A	P06054	00075979	04/03/2012
				<b>Vendor Total:</b>	<b>291.66</b>				
MW OH	CCAC V000209	MEMBERSHIP-MORENO	101002-6255 Dues & Memberships	TK0324B	60.00	031412	P06599	00075980	04/03/2012
MW OH	CCAC V000209	MEMBERSHIP-MELIA	101002-6255 Dues & Memberships	TK0324B	160.00	031412	P06599	00075980	04/03/2012

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MW OH	CCMS INC. V007045	MAR 1-15 CITY CLERK CONSULTING	333523-6899 / 30022-6899 Other Capital Outlay	Vendor Total: TK0324B	220.00	12-05	P06496	00075981	04/03/2012
MW IP	CENTURY PAVING INC V007927	RETENTION-SANTA FE PARKING	333554-6185 / 6106340011-6185 Construction Services	Vendor Total: ITK0323A	2,035.00	14901 RET	P05960	00075940	03/22/2012
MW OH	CITY OF TUSTIN V005980	CALPACS MEMBERSHIP 2012	101512-6255 Dues & Memberships	Vendor Total: TK0324B	6,173.40	013112	P06547	00075982	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	JAN LIEN SERVICES	103041-6182 Lien Services	Vendor Total: TK0324B	275.00	166A	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	JAN LIEN SERVICES	103041-6182 Lien Services	TK0324B	12.50	168	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	100.00	172	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	37.50	174D	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	75.00	177	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	12.50	177B	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	150.00	183A	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	FEB LIEN SERVICES	103041-6182 Lien Services	TK0324B	50.00	187	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	MARCH LIEN SERVICES	103041-6182 Lien Services	TK0324B	87.50	193A	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES V005847	MARCH LIEN SERVICES	103041-6182 Lien Services	TK0324B	12.50	194B	P05559	00075983	04/03/2012

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MW OH	CLEAR CHOICE LIEN SALES MARCH LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	50.00	198B	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES FEB LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	125.00	3348	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES FEB LIEN SALE SERVICES V005847		103041-6182 Lien Services	TK0324B	75.00	3351	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES FEB LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	25.00	3351A	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES MARCH LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	50.00	3352	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES FEB LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	15.00	6081	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES FEB LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	7.50	6086	P05559	00075983	04/03/2012
MW OH	CLEAR CHOICE LIEN SALES MARCH LIEN SERVICES V005847		103041-6182 Lien Services	TK0324B	15.00	6100	P05559	00075983	04/03/2012
MW OH	COMMUNITY HEALTH CHA P/E 3/17/12 PD DATE 3/23/12 V000192		0010-2194 CHAD	Vendor Total:	1,050.00				
MW OH	COMMUNITY HEALTH CHA P/E 3/17/12 PD DATE 3/23/12 V000192		0037-2194 CHAD	PY01006	14.00	2640/1201006		00075946	03/23/2012
MW OH	COMMUNITY VETERINARY VETERINARY CARE FOR K9 V000181		103041-6301 Special Department Supplies	Vendor Total:	15.00				
MW OH	COMMUNITY VETERINARY VETERINARY CARE FOR K9 V000181		103041-6301 Special Department Supplies	TK0324B	323.25	173127	P06595	00075984	04/03/2012
MW IP	COUNTY OF ORANGE TREA 2ND QTR ANIMAL CARE SRVS V000715		103045-6280 Animal Control Services	Vendor Total:	323.25				
MW OH	COUNTY OF ORANGE TREA FEB OCATS SERVICES V000715		103043-6299 Other Purchased Services	ITK0315A	14,692.00	AC12-90047	P05406	00075917	03/15/2012
MW OH	COUNTY OF ORANGE TREA FEB OCATS SERVICES V000715		103043-6299 Other Purchased Services	TK0324B	784.00	SH31358	P05805	00075985	04/03/2012
				Vendor Total:	15,476.00				

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MW OH	CRYSTAL POOL & SPAS V008200	POOL BOND RELEASE-1264 CAMP.	0044-2045 Construction Deposits(Swim)	TK0324B	500.00	030612	P06620	00075986	04/03/2012
				<b>Vendor Total:</b>	<b>500.00</b>				
MW IP	DATA TICKET INC. V006119	NOV CITATION PROCESSING	102533-6290 Dept. Contract Services	ITK0315A	26.00	38851	P05957	00075918	03/15/2012
MW IP	DATA TICKET INC. V006119	DEC CITATION PROCESSING	102533-6290 Dept. Contract Services	ITK0315A	210.00	39234	P05957	00075918	03/15/2012
MW IP	DATA TICKET INC. V006119	JAN CITATION PROCESSING	102533-6290 Dept. Contract Services	ITK0315A	244.00	39671	P05957	00075918	03/15/2012
MW IP	DATA TICKET INC. V006119	FEB CITATION PROCESSING	102533-6290 Dept. Contract Services	ITK0315A	468.00	40144	P05957	00075918	03/15/2012
MW IP	DATA TICKET INC. V006119	FEB CITATION PROCESSING	102533-6290 Dept. Contract Services	ITK0315A	2,820.00	40200	P05957	00075918	03/15/2012
				<b>Vendor Total:</b>	<b>3,768.00</b>				
MW OH	DE LA TORRE, EDUARDO V003527	APRIL MONTHLY EXPENSES	101511-5001 Salaries/Full-Time Regular	TK0324E	5.00	APRIL 12		00075988	04/03/2012
MW OH	DE LA TORRE, EDUARDO V003527	APRIL MONTHLY EXPENSES	374386-5001 Salaries/Full-Time Regular	TK0324E	25.00	APRIL 12		00075988	04/03/2012
MW OH	DE LA TORRE, EDUARDO V003527	APRIL MONTHLY EXPENSES	101514-5001 Salaries/Full-Time Regular	TK0324E	20.00	APRIL 12		00075988	04/03/2012
				<b>Vendor Total:</b>	<b>50.00</b>				
MW OH	DELL MARKETING L.P. V000301	DELL 24" MONITORS/MODEM	422023-6135 Repair/Maint Off Furn & Eqp	TK0324C	921.54	XFPIM4988	P06551	00075989	04/03/2012
				<b>Vendor Total:</b>	<b>921.54</b>				
MW IP	DEPARTMENT OF JUSTICE V000213	JAN LIVESCANS	101512-6099 Other Professional Services	ITK0315A	160.00	893004	P05891	00075919	03/15/2012
				<b>Vendor Total:</b>	<b>160.00</b>				
MW IP	DISTINGUISHED PEST CON V003466	PEST/RODENT SERVICES	433654-6130 Repair & Maint/Facilities	ITK0315A	1,030.00	8674	P05487	00075920	03/15/2012
				<b>Vendor Total:</b>	<b>1,030.00</b>				

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MW OH	DOEDING, WENDY V006376	CLASS REFUND	100000-4340 / 79448-4340 Recreation Programs	TK0324C	68.00	76747		00075990	04/03/2012
MW IP	EARTHQUAKE MANAGEMEM V007486	EMERGENCY SUPPLIES	501514-6301 / 20010-6301 Special Department Supplies	ITK0323A	815.88	B9758A		00075941	03/22/2012
MW OH	EMPIRE PIPE CLEANING AN V003109	FEB SEWER CLEANING	484376-6120 R & M/Sewer & Storm Drain	TK0324C	2,760.00	8908	P05491	00075991	04/03/2012
MW OH	ENTERPRISE FLEET SERVIC V003312	MARCH PD LEASE VEHICLES	103042-6165 / 50070-6165 Vehicle Rental	TK0324C	1,650.75	FBN211142	P05644	00075992	04/03/2012
MW OH	ESTABROOK, BOB V008202	POOL BOND RELEASE-109	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030512	P06627	00075993	04/03/2012
MW OH	EVERGREEN OIL INC V000364	WASTE OIL PICK-UP	0043-1505 Auto Supply Inventory	TK0324C	65.00	WOC64781	P05429	00075994	04/03/2012
MW OH	FABBRI, HEATHER V005638	DEPOSIT REFUND-TRI CITY	100000-4385 / 79188-4385 Facility Rental	TK0324C	50.00	76746		00075995	04/03/2012
MW IP	FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	19.62	173137	P05474	00075921	03/15/2012
MW IP	FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	47.16	173726	P05474	00075921	03/15/2012
MW IP	FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	746.62	C37124	P05474	00075921	03/15/2012
MW IP	FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	639.90	C37232	P05474	00075921	03/15/2012
MW IP	FAIRWAY FORD	VEHICLE PARTS	0043-1505	ITK0315A	80.81	C37233	P05474	00075921	03/15/2012

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MW IP	V000376 FAIRWAY FORD V000376	VEHICLE PARTS	Auto Supply Inventory 0043-1505 Auto Supply Inventory	ITK0315A	79.80	C37409	P05474	00075921	03/15/2012
MW IP	V000376 FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	621.89	C37426	P05474	00075921	03/15/2012
MW IP	V000376 FAIRWAY FORD V000376	VEHICLE PARTS	0043-1505 Auto Supply Inventory	ITK0315A	355.41	C38118	P05474	00075921	03/15/2012
MW OH	V000396 FERGUSON PRAET & SHERN V000396	FEB LEGAL SERVICES	404582-6006 / 10022-6006 Litigation	TK0324C	2,460.50	14641	P06512	00075996	04/03/2012
MW IP	V008132 FIDELITY SECURITY LIFE V008132	MARCH VISION PREMIUMS	395083-5164 Optical Insurance Premiums	ITK0315A	1,020.10	752031		00075922	03/15/2012
MW IP	V008132 FIDELITY SECURITY LIFE V008132	MARCH VISION PREMIUMS	395000-4740 ISF Employee Optical Costs	ITK0315A	1,722.05	752031		00075922	03/15/2012
MW OH	V000404 FRANCHISE TAX BOARD V000404	P/E 3/17/12 PD DATE	0010-2196 Garnishments W/H	PY01006	410.37	2710/1201006		00075947	03/23/2012
MW IP	V000928 GOLDEN STATE WATER CO. V000928	JAN-MAR WATER CHARGES	296561-6335 Water	ITK0315A	81.48	030712		00075923	03/15/2012
MW IP	V000928 GOLDEN STATE WATER CO. V000928	JAN-MAR WATER CHARGES	431010-6335 Water	ITK0315A	366.06	030712		00075923	03/15/2012
MW OH	V006983 GREAT WEST V006983	P/E 3/17/12 PD DATE	0010-2172 Deferred Comp Pay. - Gr West	PY01006	637.65	2607/1201006		00075948	03/23/2012
MW OH	V006983 GREAT WEST V006983	P/E 3/17/12 PD DATE	0029-2172 Deferred Comp Pay. - Gr West	PY01006	21.36	2607/1201006		00075948	03/23/2012
MW OH	V006983 GREAT WEST V006983	P/E 3/17/12 PD DATE	0048-2172 Deferred Comp Pay. - Gr West	PY01006	48.93	2607/1201006		00075948	03/23/2012

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MW OH	HENDRICKSON, ERIC V007376	APRIL MONTHLY EXPENSES	102021-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	707.94	50.00 APRIL 12		00075997	04/03/2012
MW OH	IMPERIAL SPRINKLER SUPP V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	Vendor Total: TK0324C	50.00	45.43 1394320	P06565	00075998	04/03/2012
MW OH	IMPERIAL SPRINKLER SUPP V006506	IRRIGATION SUPPLIES	103655-6301 Special Department Supplies	TK0324C	132.08	1395311	P06565	00075998	04/03/2012
MW OH	IMPRESSIONS PRINTING V000517	PD BUSINESS CARDS	103040-6315 Office Supplies	Vendor Total: TK0324C	177.51	59.26 15402	P05606	00075999	04/03/2012
MW IP	IMPRESSIONS PRINTING V000517	BUSINESS CARDS-C. GREEN	101003-6245 Meetings & Conferences	ITK0315A	29.63	15401	P06637	00075924	03/15/2012
MW OH	INTELLI-TECH V004736	HP LASERJET TONER	102020-6315 Office Supplies	Vendor Total: TK0324C	88.89	414.84 12648	P06550	00076000	04/03/2012
MW OH	JP WATER DESIGNS V008191	POOL BOND RELEASE-102 HIBISCI	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324C	414.84	500.00 030612	P06606	00076001	04/03/2012
MW OH	KBI & ASSOCIATES V002106	PYB BASKETBALL SHIRTS	104071-6301 Special Department Supplies	Vendor Total: TK0324C	500.00	375.53 13126	P06601	00076002	04/03/2012
MW OH	KEEN, DAVID V004024	REIMBURSEMENT-SUPPLIES	103043-6301 Special Department Supplies	Vendor Total: TK0324C	375.53	27.99 001	P06649	00076003	04/03/2012
MW OH	KEY GOVERNMENT FINANC V007864	NETWORK/PHONE UPGRADES	333523-6840 / 30016-6840 Machinery & Equipment	Vendor Total: TK0324C	27.99	3,000.92 153495001203	P05812	00076004	04/03/2012
				Vendor Total:	3,000.92				

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MW OH	LANSLEY, ROBERT V008216	DEPOSIT REFUND-TRI CITY	100000-4385 / 79188-4385 Facility Rental	TK0324C	100.00	76745		00076006	04/03/2012
			<b>Vendor Total:</b>		<b>100.00</b>				
MW OH	LE-NGUYEN, MAGGIE V007345	APRIL MONTHLY EXPENSES	102021-5001 Salaries/Full-Time Regular	TK0324E	50.00	APRIL 12		00076007	04/03/2012
			<b>Vendor Total:</b>		<b>50.00</b>				
MW OH	LEE, JOHNNY V008222	DEPOSIT REFUND-OBERLE	100000-4385 / 79179-4385 Facility Rental	TK0324C	100.00	76799		00076008	04/03/2012
			<b>Vendor Total:</b>		<b>100.00</b>				
MW IP	LEGAL SHIELD V008104	FEB LEGAL SERVICES	0010-2192 Police Legal Services	ITK0315A	485.85	31212A		00075925	03/15/2012
MW IP	LEGAL SHIELD V008104	FEB LEGAL SERVICES	0029-2192 Police Legal Services	ITK0315A	11.80	31212A		00075925	03/15/2012
MW IP	LEGAL SHIELD V008104	FEB LEGAL SERVICES	0048-2192 Police Legal Services	ITK0315A	33.80	31212A		00075925	03/15/2012
MW IP	LEGAL SHIELD V008104	FEB LEGAL SERVICES	0037-2192 Police Legal Services	ITK0315A	12.44	31212A		00075925	03/15/2012
MW IP	LEGAL SHIELD V008104	FEB LEGAL SERVICES	0043-2192 Police Legal Services	ITK0315A	14.96	31212A		00075925	03/15/2012
			<b>Vendor Total:</b>		<b>558.85</b>				
MW OH	LEGEND POOLS V002177	POOL BOND RELEASE-1008 ACACI	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030612	P06623	00076009	04/03/2012
MW OH	LEGEND POOLS V002177	POOL BOND RELEASE-1006 MAGN	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030612A	P06628	00076009	04/03/2012
			<b>Vendor Total:</b>		<b>1,000.00</b>				
MW OH	LIEBERT CASSIDY WHITMC V000597	ETHICS TRAINING	101512-6250 Staff Training	TK0324C	2,000.00	146989	P06585	00076010	04/03/2012
			<b>Vendor Total:</b>		<b>2,000.00</b>				
MW OH	LITRELL, LANCE V008198	POOL BOND RELEASE-120 VINA D	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030612	P06618	00076011	04/03/2012

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MW OH	LOMELL, RODRIGO V008201	POOL BOND RELEASE-1454 GARC	0044-2045 Construction Deposits(Swim)	<b>Vendor Total:</b> TK0324C	<b>500.00</b> 500.00	030612	P06624	00076012	04/03/2012
MW OH	LOS ANGELES PHILHARMO V003280	HOLLYWOOD BOWL EXCURSION	104071-6270 / 79506-6270 Excursions	<b>Vendor Total:</b> TK0324C	<b>500.00</b> 863.00	030812	P06589	00076013	04/03/2012
MW OH	MAKOWSKI, ROBERT V005712	APRIL MONTHLY EXPENSES	374386-5001 Salaries/Full-Time Regular	<b>Vendor Total:</b> TK0324E	<b>863.00</b> 25.00	APRIL 12		00076014	04/03/2012
MW OH	MAKOWSKI, ROBERT V005712	APRIL MONTHLY EXPENSES	484356-5001 Salaries/Full-Time Regular	TK0324E	25.00	APRIL 12		00076014	04/03/2012
MW OH	MARIPOSA HORTICULTUR V000647	FEB LANDSCAPE SERVICES	0010-1220 Accts Rec/Plac Library Dist	<b>Vendor Total:</b> TK0324C	<b>50.00</b> 1,452.49	54529	P06568	00076015	04/03/2012
MW OH	MARIPOSA HORTICULTUR V000647	LANDSCAPE SERVICES	103655-6115 Landscaping	TK0324C	48,347.28	54529	P06568	00076015	04/03/2012
MW OH	MASTERPIECE POOLS & SP V001896	POOL BOND RELEASE-2145 MIGN	0044-2045 Construction Deposits(Swim)	<b>Vendor Total:</b> TK0324C	<b>49,799.77</b> 500.00	030612	P06621	00076016	04/03/2012
MW OH	MASTERPIECE POOLS & SP V001896	POOL BOND RELEASE-1514 RAY	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030612A	P06622	00076016	04/03/2012
MW OH	MASTERPIECE POOLS & SP V001896	POOL BOND RELEASE-1443 MUNO	0044-2045 Construction Deposits(Swim)	TK0324C	500.00	030512	P06625	00076016	04/03/2012
MW OH	MASUDA, MARVIN V008192	POOL BOND RELEASE-403 TIDLAN	0044-2045 Construction Deposits(Swim)	<b>Vendor Total:</b> TK0324C	<b>1,500.00</b> 500.00	030612	P06607	00076017	04/03/2012
MW OH	MAYS, DERRELL V008193	POOL BOND RELEASE-717 ROYAL	0044-2045 Construction Deposits(Swim)	<b>Vendor Total:</b> TK0324C	<b>500.00</b> 500.00	030612	P06609	00076018	04/03/2012

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MW OH	MCCONAHA, MICHAEL V002517	APRIL MONTHLY EXPENSES	103550-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	500.00	50.00 APRIL 12		00076019	04/03/2012
MW OH	MORENO, TANIA V007723	APRIL MONTHLY EXPENSES	101002-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	50.00	25.00 APRIL 12		00076020	04/03/2012
MW OH	MORENO, TANIA V007723	APRIL MONTHLY EXPENSES	101513-5001 Salaries/Full-Time Regular	TK0324E	25.00	25.00 APRIL 12		00076020	04/03/2012
MW OH	MORT, MARIETTA V008220	CLASS REFUND	100000-4340 / 79448-4340 Recreation Programs	Vendor Total: TK0324C	50.00	89.00 76712		00076021	04/03/2012
MW OH	MOYER, MELISSA V007520	FACILITY REFUND-TRI CITY	100000-4385 / 79188-4385 Facility Rental	Vendor Total: TK0324C	89.00	160.00 76822		00076022	04/03/2012
MW OH	MULROONEY, JULIE V001849	POOL BOND RELEASE-133 SAN LU	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324C	160.00	500.00 030612	P06626	00076023	04/03/2012
MW OH	NAZAROFF, NICOLE V008217	DEPOSIT REFUND-WHIITEN	100000-4385 / 79195-4385 Facility Rental	Vendor Total: TK0324D	500.00	150.00 76744		00076024	04/03/2012
MW OH	NELSON, SCOTT V003479	TRAVEL REIMBURSEMENT-POLIC	101001-6245 Meetings & Conferences	Vendor Total: TK0324D	150.00	317.98 031212	P06654	00076025	04/03/2012
MW OH	NGUYEN, MICHAEL V005291	APRIL MONTHLY EXPENSES	102021-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	317.98	50.00 APRIL 12		00076026	04/03/2012
MW OH	NICKS, JONATHAN V004909	APRIL MONTHLY EXPENSES	104072-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	50.00	50.00 APRIL 12		00076027	04/03/2012

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				<b>Vendor Total:</b>	<b>50.00</b>				
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	101513-6315 Office Supplies	TK0324D	77.30	039462I	P05511	00076028	04/03/2012
MW IP	OFFICE INDUSTRIES V007477	RECYCLED PAPER	374386-6315 Office Supplies	ITK0315A	838.60	038917	P06288	00075926	03/15/2012
MW OH	OFFICE INDUSTRIES V007477	LASERFICHE SUPPLIES	333523-6899 / 30022-6899 Other Capital Outlay	TK0324D	65.10	039461I	P06500	00076028	04/03/2012
MW OH	OFFICE INDUSTRIES V007477	LASERFICHE SUPPLIES	333523-6899 / 30022-6899 Other Capital Outlay	TK0324D	51.47	039463I	P06500	00076028	04/03/2012
MW OH	OFFICE INDUSTRIES V007477	OFFICE SUPPLIES	103550-6315 Office Supplies	TK0324D	61.36	039275I	P06639	00076028	04/03/2012
				<b>Vendor Total:</b>	<b>1,093.83</b>				
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	173.90	94319.2	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	58.50	94606	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	CREDIT	0043-1505 Auto Supply Inventory	TK0324D	-59.26	94607	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	59.59	94998	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	119.19	95000	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	119.19	96418	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	3.31	96813	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	35.17	97254	P05479	00076029	04/03/2012
MW OH	ONE STOP PARTS SOURCE V007231	VEHICLE PARTS	0043-1505 Auto Supply Inventory	TK0324D	185.89	98702	P05479	00076029	04/03/2012

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			<b>Vendor Total:</b>		<b>695.48</b>				
MW IP	ONWARD ENGINEERING V008092	JAN ENG SRVS STREET IMPROVEM	333552-6015 / 6110540033-6015 Engineering Services	ITK0315A	3,090.00	1654	P06347	00075927	03/15/2012
MW IP	ONWARD ENGINEERING V008092	FEB ENG SRVS STREET IMPROVEM	333552-6015 / 6110540033-6015 Engineering Services	ITK0315A	2,530.00	1682	P06347	00075927	03/15/2012
			<b>Vendor Total:</b>		<b>5,620.00</b>				
MW OH	ORANGE COUNTY EMPLOY V000699	P/E 3/17/12 PD DATE 3/23/12	0043-2176 PCEA/OCEA Assoc Dues	PY01006	19.24	2610/1201006		00075949	03/23/2012
MW OH	ORANGE COUNTY EMPLOY V000699	P/E 3/17/12 PD DATE 3/23/12	0037-2176 PCEA/OCEA Assoc Dues	PY01006	5.77	2610/1201006		00075949	03/23/2012
MW OH	ORANGE COUNTY EMPLOY V000699	P/E 3/17/12 PD DATE 3/23/12	0029-2176 PCEA/OCEA Assoc Dues	PY01006	11.52	2610/1201006		00075949	03/23/2012
MW OH	ORANGE COUNTY EMPLOY V000699	P/E 3/17/12 PD DATE 3/23/12	0048-2176 PCEA/OCEA Assoc Dues	PY01006	23.09	2610/1201006		00075949	03/23/2012
MW OH	ORANGE COUNTY EMPLOY V000699	P/E 3/17/12 PD DATE 3/23/12	0010-2176 PCEA/OCEA Assoc Dues	PY01006	277.08	2610/1201006		00075949	03/23/2012
			<b>Vendor Total:</b>		<b>336.70</b>				
MW IP	ORANGE COUNTY FIRE AU1 V000704	3RD QTR VEHICLE REPLACEMENT	503901-6842 Vehicles	ITK0327A	28,393.00	S0247073	P06706	00075956	03/28/2012
MW IP	ORANGE COUNTY FIRE AU1 V000704	3RD QTR PARAMEDIC CONTRACT	103044-6190 Fire Authority Services	ITK0327A	1,207,897.25	S0247073	P06706	00075956	03/28/2012
MW IP	ORANGE COUNTY FIRE AU1 V000704	3RD QTR FACILITIES MAINT	103044-6130 Repair & Maint/Facilities	ITK0327A	1,077.08	S0247073	P06706	00075956	03/28/2012
			<b>Vendor Total:</b>		<b>1,237,367.33</b>				
MW IP	ORANGE COUNTY SANITAT V000698	2ND QTR FOG/BMP INSPECTIONS	484356-6099 Other Professional Services	ITK0315A	170.20	45533	P06604	00075928	03/15/2012
MW OH	ORANGE COUNTY SHERIFF V005007	P/E 3/17/12 PD DATE 3/23/12	0048-2196 Garnishments W/H	PY01006	22.50	2714/1201006		00075950	03/23/2012
MW OH	ORANGE COUNTY SHERIFF	P/E 3/17/12 PD DATE 3/23/12	0029-2196	PY01006	15.00	2714/1201006		00075950	03/23/2012

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	V005007		Garnishments W/H						
MW OH	ORANGE COUNTY SHERIFF	P/E 3/17/12 PD DATE 3/23/12	0010-2196	PY01006	112.50	2714/1201006		00075950	03/23/2012
	V005007		Garnishments W/H						
			<b>Vendor Total:</b>		<b>150.00</b>				
MW OH	ORANGE COUNTY SHERIFF	FTO-REGISTRATION	103041-6250	TK0324D	80.00	004	P06648	00076030	04/03/2012
	V007556		Staff Training						
			<b>Vendor Total:</b>		<b>80.00</b>				
MW OH	ORTEGA, JEANETTE	APRIL MONTHLY EXPENSES	101572-5001	TK0324E	50.00	APRIL 12		00076031	04/03/2012
	V007724		Salaries/Full-Time Regular						
			<b>Vendor Total:</b>		<b>50.00</b>				
MW OH	ORTEGA, JOSE LUIS	DEPOSIT REFUND-KRAEMER	100000-4385 / 79175-4385	TK0324D	100.00	76800		00076032	04/03/2012
	V006737		Facility Rental						
			<b>Vendor Total:</b>		<b>100.00</b>				
MW OH	PARKHOUSE TIRE INC.	TIRES	0043-1505	TK0324D	3,312.27	1020097316	P05478	00076033	04/03/2012
	V004472		Auto Supply Inventory						
			<b>Vendor Total:</b>		<b>3,312.27</b>				
MW IP	PARS	MARCH PARS TRUST ADMIN SRV	395083-6025	ITK0315A	400.00	22500		00075929	03/15/2012
	V006999		Third Party Administration						
			<b>Vendor Total:</b>		<b>400.00</b>				
MW OH	PARS SOURCE	VEHICLE/EQUIPMENT PARTS	0043-1505	TK0324D	13.32	54080	P05477	00076034	04/03/2012
	V000817		Auto Supply Inventory						
			<b>Vendor Total:</b>		<b>13.32</b>				
MW OH	PCEA C/O NORTH ORANGE	P/E 3/17/12 PD DATE 3/23/12	0043-2176	PY01006	2.00	2615/1201006		00075951	03/23/2012
	V000679		PCEA/OCEA Assoc Dues						
			<b>Vendor Total:</b>		<b>2.00</b>				
MW OH	PCEA C/O NORTH ORANGE	P/E 3/17/12 PD DATE 3/23/12	0029-2176	PY01006	1.20	2615/1201006		00075951	03/23/2012
	V000679		PCEA/OCEA Assoc Dues						
			<b>Vendor Total:</b>		<b>0.60</b>				
MW OH	PCEA C/O NORTH ORANGE	P/E 3/17/12 PD DATE 3/23/12	0037-2176	PY01006	28.80	2615/1201006		00075951	03/23/2012
	V000679		PCEA/OCEA Assoc Dues						
			<b>Vendor Total:</b>		<b>28.80</b>				

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MW OH	V000679	PCEA C/O NORTH ORANGE · P/E 3/17/12 PD DATE 3/23/12	PCEA/OCEA Assoc Dues	PY01006	2.40	2615/1201006		00075951	03/23/2012
	V000679		0048-2176 PCEA/OCEA Assoc Dues	<b>Vendor Total:</b>	<b>35.00</b>				
MW OH	V001568	PLACENTIA FOUNDERS SOC BRADFORD HOUSE INSURANCE	404582-6201 Liability Insurance Premiums	TK0324D	6,711.00	31512	P06652	00076035	04/03/2012
	V000839		0010-2180 Police Mgmt Assn Dues	<b>Vendor Total:</b>	<b>6,711.00</b>				
MW OH	V003519	PLACENTIA POLICE OFFICE P/E 3/17/12 PD DATE 3/23/12	0010-2178 Placentia Police Assoc Dues	PY01006	921.97	2625/1201006		00075952	03/23/2012
	V000794		431010-6230 Printing & Binding	<b>Vendor Total:</b>	<b>921.97</b>				
MW IP	V000822	PLACENTIA, CITY OF UNDERCOVER CASH REPLENISHM	213041-6301 Special Department Supplies	ITK0323A	2,018.00	03.16.2012	P05553	00075942	03/22/2012
	V007408		431010-6230 Printing & Binding	<b>Vendor Total:</b>	<b>183.18</b>				
MW OH	V008141	PLACENTIA-YORBA LINDA MARCH DENTAL INSURANCE	395083-5162 Dental Insurance Premiums	ITK0323A	1,046.40	MAR 12		00075943	03/22/2012
	V008141		395000-4720 ISF Dental Ins Reimbursement	<b>Vendor Total:</b>	<b>324.86</b>				
MW IP	V006760	PRIORITY MAILING SYSTEM POSTAGE MACHINE RENTAL	431010-6175 Office Equipment Rental	ITK0315A	693.00	INV221580	P06636	00075930	03/15/2012
				<b>Vendor Total:</b>	<b>1,610.88</b>				

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				<b>Vendor Total:</b>	<b>693.00</b>				
MW IP	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103043-6360 Uniforms	ITK0315A	238.64	R502493500018	P05417	00075931	03/15/2012
MW IP	QUARTERMASTER UNIFORMI SUPPORT SRVS DIV UNIFORMS V005761		103043-6360 Uniforms	ITK0315A	64.64	R502545101013	P05417	00075931	03/15/2012
MW IP	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	ITK0315A	115.90	R502634701012	P05417	00075931	03/15/2012
MW IP	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	ITK0315A	122.81	R502636401017	P05417	00075931	03/15/2012
MW IP	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	ITK0315A	170.21	R502636500016	P05417	00075931	03/15/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	TK0324D	62.48	R502878001038	P05417	00076038	04/03/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	TK0324D	43.09	R502889001043	P05417	00076038	04/03/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	TK0324D	49.55	R503048801018	P05417	00076038	04/03/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	TK0324D	38.78	R503075801022	P05417	00076038	04/03/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103041-6360 Uniforms	TK0324D	43.09	R503082101010	P05417	00076038	04/03/2012
MW OH	QUARTERMASTER UNIFORMI PD UNIFORMS V005761		103042-6360 Uniforms	TK0324D	64.64	R503086800013	P05417	00076038	04/03/2012
				<b>Vendor Total:</b>	<b>1,013.83</b>				
MW OH	QUESADA, STEPHANIE V008215	CLASS REFUND	100000-4340 / 79448-4340 Recreation Programs	TK0324D	68.00	76748		00076039	04/03/2012
				<b>Vendor Total:</b>	<b>68.00</b>				
MW OH	RAMIREZ, ANDRES V008213	TOIC TRAINING-BUTTS	103041-6250 Staff Training	TK0324D	105.00	036	P06650	00076040	04/03/2012
MW OH	RAMIREZ, ANDRES	TOIC TRAINING-PERRY	103041-6250	TK0324D	105.00	036	P06650	00076040	04/03/2012

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	V008213		Staff Training						
MW OH	RAMIREZ, ANDRES V008213	TOIC TRAINING-PASCARELLA	103040-6250 Staff Training	TK0324D	105.00	036	P06650	00076040	04/03/2012
		<b>Vendor Total:</b>			<b>315.00</b>				
MW OH	REGENCY INVESTIGATION: CONTRACTOR BACKGROUND CHI V008212		103550-6015 Engineering Services	TK0324D	3,825.00	2726	P06640	00076041	04/03/2012
		<b>Vendor Total:</b>			<b>3,825.00</b>				
MW OH	REPUBLIC WASTE SERVICE FEB REFUSE COLLECTION V007205		374386-6101 Disposal	TK0324D	199,140.04	FEB 12	P05789	00076042	04/03/2012
		<b>Vendor Total:</b>			<b>199,140.04</b>				
MW OH	RIVERSIDE SHERIFF'S DEPT INTERMEDIATE TRAFFIC-REG V008103		103041-6250 Staff Training	TK0324D	196.00	002	P06647	00076043	04/03/2012
		<b>Vendor Total:</b>			<b>196.00</b>				
MW OH	RODRIGUEZ, DESIREE V006489	FALL TUITION REIMBURSEMENT	431010-5150 Tuition Reimbursement	TK0324D	1,580.51	FALL 2011	P06504	00076044	04/03/2012
		<b>Vendor Total:</b>			<b>1,580.51</b>				
MW OH	RUIZ, JOEY V003489	BOOT REIMBURSEMENT	103650-6360 Uniforms	TK0324D	49.99	030412	P06641	00076045	04/03/2012
		<b>Vendor Total:</b>			<b>49.99</b>				
MW OH	SANCHEZ, DANYELLE V003402	APRIL MONTHLY EXPENSES	101512-5001 Salaries/Full-Time Regular	TK0324E	50.00	APRIL 12		00076046	04/03/2012
		<b>Vendor Total:</b>			<b>50.00</b>				
MW OH	SANCHIS, ALITA V005165	DEPOSIT REFUND-AGUIRRE	100000-4385 / 79160-4385 Facility Rental	TK0324D	100.00	76742		00076047	04/03/2012
		<b>Vendor Total:</b>			<b>100.00</b>				
MW OH	SCHWARTZ, MONIQUE V004447	APRIL MONTHLY EXPENSES	102531-5001 Salaries/Full-Time Regular	TK0324E	50.00	APRIL 12		00076048	04/03/2012
		<b>Vendor Total:</b>			<b>50.00</b>				
MW OH	SCIENTIA CONSULTING GR: MARCH MDC SERVICES		103043-6099	TK0324D	1,254.00	6690	P05871	00076049	04/03/2012
		<b>Vendor Total:</b>			<b>1,254.00</b>				

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	V005617		Other Professional Services						
MW OH	SEVILLA, GERMAN V008223	DEPOSIT REFUND-BACKS	100000-4385 / 79161-4385 Facility Rental	Vendor Total: TK0324D	1,254.00	150.00 76798		00076050	04/03/2012
MW OH	SHORELINE POOLS V008199	POOL BOND RELEASE-430 CHEYE	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324D	150.00	500.00 030612	P06619	00076051	04/03/2012
MW OH	SHORELINE POOLS V008199	POOL BOND RELEASE-337 FLEMING	0044-2045 Construction Deposits(Swim)	TK0324D	500.00	030612A	P06629	00076051	04/03/2012
MW OH	SMITH, WARD V002806	APRIL MONTHLY EXPENSES	103040-5001 Salaries/Full-Time Regular	Vendor Total: TK0324E	1,000.00	50.00 APRIL 12		00076052	04/03/2012
MW IP	SPRINT V006126	FEB RELAY SERVICES	431010-6215 Telephone	Vendor Total: ITK0315A	50.00	574.62 030112		00075932	03/15/2012
MW OH	SPRINT TELEPHONY PCS LF V008230	REFUND-BUSINESS LICENSE	100000-4101 Gross Receipts	Vendor Total: TK0324D	574.62	243.00 022012		00076053	04/03/2012
MW OH	STERLING PROPERTIES V008229	REFUND-BUSINESS LICENSE	100000-4101 Gross Receipts	Vendor Total: TK0324D	243.00	1,120.15 032212		00076054	04/03/2012
MW OH	SWAN POOLS V001378	POOL BOND RELEASE-429 SWAIL	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324D	1,120.15	500.00 030612	P06614	00076055	04/03/2012
MW OH	SYNOPTIK INC V007863	MARCH IT SUPPORT SERVICES	422023-6290 Dept. Contract Services	Vendor Total: TK0324D	500.00	6,100.00 214467	P05811	00076056	04/03/2012
MW IP	T-MOBILE	FEB CELL PHONE CHARGES	431010-6215	Vendor Total: ITK0315A	6,100.00	941.74 030212		00075933	03/15/2012

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	V004339		Telephone						
MW IP	T-MOBILE V004339	FEB CELL PHONE CHARGES	431010-6215 Telephone	ITK0315A	850.64	030312		00075933	03/15/2012
			<b>Vendor Total:</b>		<b>1,792.38</b>				
MW IP	TRILLIUM V007952	FEB CNG FUEL	433658-6340 Natural Gas	ITK0315A	8.27	2012-0022	P05981	00075934	03/15/2012
			<b>Vendor Total:</b>		<b>8.27</b>				
MW OH	TURBO DATA SYSTEMS INC V001238	FEB CITATION PROCESSING	103041-6099 Other Professional Services	TK0324D	1,290.92	18663	P05838	00076057	04/03/2012
MW IP	UNION CONSTRUCTION CO. V007997	FEB CONST SRVS-GOMEZ	333554-6185 / 6107040023-6185 Construction Services	ITK0323A	74,498.56	05	P06120	00075944	03/22/2012
			<b>Vendor Total:</b>		<b>1,290.92</b>				
			<b>Vendor Total:</b>		<b>74,498.56</b>				
MW IP	UNITED RENTALS NORTHW V001082	CONCRETE REPLACEMENT	103652-6301 Special Department Supplies	ITK0315A	259.33	101282574-001	P05459	00075935	03/15/2012
MW OH	UNITED WAY OF ORANGE C V001062	P/E 3/17/12 PD DATE 3/23/12	0037-2193 Charity	PY01006	1.00	2635/1201006		00075954	03/23/2012
MW OH	UNITED WAY OF ORANGE C V001062	P/E 3/17/12 PD DATE 3/23/12	0010-2193 Charity	PY01006	14.00	2635/1201006		00075954	03/23/2012
			<b>Vendor Total:</b>		<b>259.33</b>				
			<b>Vendor Total:</b>		<b>15.00</b>				
MW IP	US BANK CORPORATE PAYI V005008	WHITTEN POOL REPAIR SUPPLIES	103655-6301 Special Department Supplies	ITK0315A	80.02	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAYI V005008	PARKING LOT CHAIN	103655-6301 Special Department Supplies	ITK0315A	11.81	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAYI V005008	TONER	103650-6315 Office Supplies	ITK0315A	82.96	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAYI V005008	RACES MEETING SUPPLIES	101514-6245 Meetings & Conferences	ITK0315A	8.98	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAYI V005008	MMASC MEMBERSHIP-DE LA TOR	101511-6255	ITK0315A	75.00	FEBRUARY 12		00075936	03/15/2012

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	V005008		Dues & Memberships						
MW IP	US BANK CORPORATE PAY1	2 CHAIRS FOR PD	213041-6840 Machinery & Equipment	ITK0315A	217.48	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	CHAIR FOR PD	213041-6840 Machinery & Equipment	ITK0315A	107.74	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	CSI CANON CAMERA	103043-6301 / 50081-6301 Special Department Supplies	ITK0315A	861.99	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	CAMERA ACCESSORIES	103043-6301 / 50081-6301 Special Department Supplies	ITK0315A	145.42	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	PD EXAM GLOVES	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	532.88	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	IMPRINT DVD'S-PD LOGO	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	489.38	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	REPAIR PAS EQUIPMENT	103043-6137 / 50040-6137 Repair Maint/Equipment	ITK0315A	349.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	EVIDENCE BOXES	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	41.79	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	EVIDENCE PACKAGING SUPPLIES	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	687.79	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	EVIDENCE PACKAGING SUPPLIES	103041-6301 / 50040-6301 Special Department Supplies	ITK0315A	178.80	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	PD DRY CLEANING SRVS	103043-6360 / 50040-6360 Uniforms	ITK0315A	13.02	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	DRY GAS TANK FOR PD	103041-6301 / 50040-6301 Special Department Supplies	ITK0315A	205.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	MISC SUPPLIES	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	296.18	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	HEADSET FIELD CASES	103041-6301 / 50120-6301 Special Department Supplies	ITK0315A	39.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY1	FINGERPRINT KIT CASES	103043-6301 / 50081-6301 Special Department Supplies	ITK0315A	44.00	FEBRUARY 12		00075936	03/15/2012

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MW IP	US BANK CORPORATE PAY/ V005008	NARCOTICS TESTING KITS	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	159.92	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SUPPLIES	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	39.74	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	DOUBLE FLEX CUFFS	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	92.63	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	PD REMOTE GATE OPENERS	103043-6301 / 50100-6301 Special Department Supplies	ITK0315A	132.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	OFFICE SUPPLIES	104071-6301 Special Department Supplies	ITK0315A	32.76	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SR. CENTER SUPPLIES	101572-6301 Special Department Supplies	ITK0315A	26.79	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC PROGRAM SUPPLIES	104071-6301 Special Department Supplies	ITK0315A	166.32	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SR. CENTER SUPPLIES	101572-6301 Special Department Supplies	ITK0315A	34.39	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	HERITAGE TROPHY ENGRAVING	0044-2067 / 79392-2067 Heritage Committee	ITK0315A	40.95	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	HERITAGE TROPHY ENGRAVING	0044-2067 / 79392-2067 Heritage Committee	ITK0315A	399.75	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SR. CENTER SUPPLIES	101572-6301 Special Department Supplies	ITK0315A	156.21	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CPRS CONF REG-ZAMBRANO	104071-6245 Meetings & Conferences	ITK0315A	389.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC PROGRAM SUPPLIES	104071-6301 Special Department Supplies	ITK0315A	8.58	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC PROGRAM SUPPLIES	104071-6301 Special Department Supplies	ITK0315A	15.39	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	STATE OF THE CITY GRAPHICS	0044-2041 Public,Education,Govt Fees	ITK0315A	58.22	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SUPPLIES	102020-6245	ITK0315A	8.98	FEBRUARY 12		00075936	03/15/2012

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	V005008		Meetings & Conferences						
MW IP	US BANK CORPORATE PAYI	CPRS MEMBERSHIP-NICKS	104071-6255	ITK0315A	155.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Dues & Memberships						
MW IP	US BANK CORPORATE PAYI	CPRS CONF REG-NICKS	104071-6245	ITK0315A	179.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Meetings & Conferences						
MW IP	US BANK CORPORATE PAYI	STATE OF THE CITY-PD STAFF	103040-6250	ITK0315A	225.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Staff Training						
MW IP	US BANK CORPORATE PAYI	SWAT TRAINING SUPPLIES-HUNTI	103042-6301	ITK0315A	27.43	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	BREAKROOM SUPPLIES	103041-6301	ITK0315A	97.60	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	SWAT TRAINING SUPPLIES-HUNTI	103042-6301	ITK0315A	98.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	PD MOTIVATIONAL POSTER	103041-6301	ITK0315A	80.07	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	IRRIGATION SUPPLIES	103655-6301	ITK0315A	15.56	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	LIBRARY PLANTER SUPPLIES	103655-6301	ITK0315A	29.42	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	CREDIT	103655-6301	ITK0315A	-176.67	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	HOSE CONNECTION PARTS	103655-6301	ITK0315A	136.81	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	AIR FARE-HICKS	103040-6250	ITK0315A	385.60	FEBRUARY 12		00075936	03/15/2012
	V005008		Staff Training						
MW IP	US BANK CORPORATE PAYI	OFFICER BADGE	103043-6301 / 50040-6301	ITK0315A	127.57	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	OFFICER BADGE	103041-6301 / 50040-6301	ITK0315A	207.30	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	LEADERSHIP TRAINING-SMITH	103040-6250	ITK0315A	45.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Staff Training						

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MW IP	US BANK CORPORATE PAY/ V005008	LEADERSHIP TRAINING-MCWILLI	103041-6250 Staff Training	ITK0315A	45.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	IRRIGATION PUMP	103655-6350 Small Tools/Equipment	ITK0315A	226.28	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	TONER	103040-6315 Office Supplies	ITK0315A	61.19	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	FLAG FOR CITY HALL	103655-6301 Special Department Supplies	ITK0315A	334.03	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	OFFICE SUPPLIES	103040-6315 Office Supplies	ITK0315A	31.22	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	AIR FARE-HOLTSLAW	103043-6245 Meetings & Conferences	ITK0315A	205.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	OFFICE SUPPLIES	103040-6315 Office Supplies	ITK0315A	16.15	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	ROOF REPAIR SUPPLIES	103655-6301 Special Department Supplies	ITK0315A	56.61	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	AIR FARE-CONFERENCE	101001-6245 Meetings & Conferences	ITK0315A	407.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	AIR FARE-CONFERENCE	103040-6245 Meetings & Conferences	ITK0315A	407.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	MISC SUPPLIES	101001-6301 Special Department Supplies	ITK0315A	15.94	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	AIR FARE-CONFERENCE	101511-6245 Meetings & Conferences	ITK0315A	190.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CREDIT	101001-6245 Meetings & Conferences	ITK0315A	-184.80	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CAL CHIEFS REG-HICKS	103040-6245 Meetings & Conferences	ITK0315A	399.31	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CAL CHIEFS REG-HICKS	103040-6250 Staff Training	ITK0315A	100.69	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	IRRIGATION SUPPLIES	103655-6301	ITK0315A	191.61	FEBRUARY 12		00075936	03/15/2012

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Warrant Register  
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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	PARK TOT SWINGS	103655-6301	ITK0315A	340.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	PARK TOT SWINGS	103655-6301	ITK0315A	340.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	PARK TOT SWINGS	103655-6301	ITK0315A	342.44	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	TONER	103650-6315	ITK0315A	170.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Office Supplies						
MW IP	US BANK CORPORATE PAYI	TONER	103650-6315	ITK0315A	36.27	FEBRUARY 12		00075936	03/15/2012
	V005008		Office Supplies						
MW IP	US BANK CORPORATE PAYI	FILE CABINET	103650-6355	ITK0315A	114.74	FEBRUARY 12		00075936	03/15/2012
	V005008		Small Furniture & Fixture						
MW IP	US BANK CORPORATE PAYI	LIGHT POLE FUSES	433654-6399	ITK0315A	6.36	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAYI	SECURITY KEYS	433654-6399	ITK0315A	30.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAYI	LIGHTS-DOWNTOWN	103655-6301	ITK0315A	43.30	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	TABLE REPAIR SUPPLIES	103655-6301	ITK0315A	72.60	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	LIGHT COVERS	103655-6301	ITK0315A	84.91	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	CA GANG INVESTIGATION DUES	103042-6250	ITK0315A	25.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Staff Training						
MW IP	US BANK CORPORATE PAYI	TRAINING AMMUNITION	103041-6301	ITK0315A	1,162.62	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						
MW IP	US BANK CORPORATE PAYI	INSTALL GLASS IN DOOR	213041-6840	ITK0315A	134.48	FEBRUARY 12		00075936	03/15/2012
	V005008		Machinery & Equipment						
MW IP	US BANK CORPORATE PAYI	RECOIL AIR HOSE	103041-6301	ITK0315A	12.92	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW IP	US BANK CORPORATE PAY/ V005008	WATER SERVICE	103043-6301 Special Department Supplies	ITK0315A	226.28	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	SALES TAX/PREVIOUS PURCHASE	103655-6350 Small Tools/Equipment	ITK0315A	648.69	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	COUNCIL DINNER 1/24/12	101001-6245 Meetings & Conferences	ITK0315A	39.80	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	COUNCIL DINNER 2/7/12	101001-6245 Meetings & Conferences	ITK0315A	54.67	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CAPE 2012 REG-HOLTSLAW	103043-6250 Staff Training	ITK0315A	175.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	IACP ANNUAL DUES	103040-6255 Dues & Memberships	ITK0315A	290.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	OFFICE SUPPLIES	103040-6315 Office Supplies	ITK0315A	287.94	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	INSTALL CARPET/WINDOW BLIND	333554-6185 / 6109240021-6185 Construction Services	ITK0315A	2,050.46	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	DUTY AMMUNITION	103041-6301 Special Department Supplies	ITK0315A	802.40	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	PAYPAL CONF REG-DOMER	102534-6099 Other Professional Services	ITK0315A	495.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	OFFICE SUPPLIES	103550-6315 Office Supplies	ITK0315A	53.08	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	GASOLINE	101511-5199 Other Employee Benefits	ITK0315A	70.09	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	GASOLINE	101511-5199 Other Employee Benefits	ITK0315A	68.46	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	FASTRAK	101511-5199 Other Employee Benefits	ITK0315A	35.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	GASOLINE	101511-5199 Other Employee Benefits	ITK0315A	66.86	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY/ V005008	CONFERENCE MEAL	101511-6245	ITK0315A	21.19	FEBRUARY 12		00075936	03/15/2012

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V005008		Meetings & Conferences						
MW IP	US BANK CORPORATE PAY	CONFERENCE MEAL	101511-6245	ITK0315A	66.76	FEBRUARY 12		00075936	03/15/2012
	V005008		Meetings & Conferences						
MW IP	US BANK CORPORATE PAY	GASOLINE	101511-5199	ITK0315A	69.96	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Employee Benefits						
MW IP	US BANK CORPORATE PAY	NAME PLATE	103550-6315	ITK0315A	17.36	FEBRUARY 12		00075936	03/15/2012
	V005008		Office Supplies						
MW IP	US BANK CORPORATE PAY	GFOA MEMBERSHIP	102020-6255	ITK0315A	435.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Dues & Memberships						
MW IP	US BANK CORPORATE PAY	MISC SUPPLIES	102020-6245	ITK0315A	28.26	FEBRUARY 12		00075936	03/15/2012
	V005008		Meetings & Conferences						
MW IP	US BANK CORPORATE PAY	SHIPPING CHARGES	102020-6325	ITK0315A	24.00	FEBRUARY 12		00075936	03/15/2012
	V005008		Postage						
MW IP	US BANK CORPORATE PAY	CREDIT	433654-6399	ITK0315A	-37.66	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	MISC PW SUPPLIES	433654-6399	ITK0315A	219.65	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	MISC ELECTRICAL SUPPLIES	433654-6399	ITK0315A	47.17	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	DRYWALL	433654-6399	ITK0315A	92.87	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	MISC PW SUPPLIES	433654-6399	ITK0315A	129.54	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	DEADBOLTS	433654-6399	ITK0315A	352.34	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	MISC PW SUPPLIES	433654-6399	ITK0315A	90.92	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	DOOR TRANSFORMER	433654-6399	ITK0315A	333.36	FEBRUARY 12		00075936	03/15/2012
	V005008		Other Supplies						
MW IP	US BANK CORPORATE PAY	FUTSAL SUPPLIES	104071-6301 / 79105-6301	ITK0315A	54.01	FEBRUARY 12		00075936	03/15/2012
	V005008		Special Department Supplies						

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW IP	US BANK CORPORATE PAY] V005008	LIFEGUARD TRAINING-MUNOZ	104071-6250 / 79514-6250 Staff Training	ITK0315A	185.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	LIFEGUARD TRAINING-SASKI	104071-6250 / 79514-6250 Staff Training	ITK0315A	185.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	MISC PROGRAM SUPPLIES	104071-6301 Special Department Supplies	ITK0315A	54.22	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	OFFICE SUPPLIES	104071-6301 / 79191-6301 Special Department Supplies	ITK0315A	45.23	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	CPRS CONF REG-ORTIZ	104071-6245 Meetings & Conferences	ITK0315A	389.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	SR. CENTER SUPPLIES	101572-6301 / 79278-6301 Special Department Supplies	ITK0315A	65.17	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	TIRES	433658-6301 Special Department Supplies	ITK0315A	689.56	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	NAFA MEMBERSHIP	433658-6255 Dues & Memberships	ITK0315A	475.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	SMOG TEST	0043-1505 Auto Supply Inventory	ITK0315A	35.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	BATTERY CHARGES/ANALIZER	433658-6350 Small Tools/Equipment	ITK0315A	600.86	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	FRONT END ALIGNMENT	433658-6301 Special Department Supplies	ITK0315A	65.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	BENCH VISE	433658-6350 Small Tools/Equipment	ITK0315A	429.60	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	JEEP TRANSMISSION	0043-1505 Auto Supply Inventory	ITK0315A	1,593.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	JEEP TRANSMISSION	0043-1505 Auto Supply Inventory	ITK0315A	1,593.00	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	LANDSCAPE SUPPLIES	0043-1505 Auto Supply Inventory	ITK0315A	262.06	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY] V005008	KEYPAD-CNG STATION	433658-6137	ITK0315A	92.51	FEBRUARY 12		00075936	03/15/2012

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V005008		Repair Maint/Equipment						
MW IP	US BANK CORPORATE PAY	ELECTRIC POLE COVERS	103655-6301 Special Department Supplies	ITK0315A	30.37	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	PAINT, DRILL BIT	103655-6301 Special Department Supplies	ITK0315A	74.04	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	BALLASTS	103655-6301 Special Department Supplies	ITK0315A	116.67	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	PAINT, DRILL BIT	103655-6301 Special Department Supplies	ITK0315A	39.91	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	OUTSIDE FIGUS	103655-6301 Special Department Supplies	ITK0315A	27.97	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	BELL LIGHTS	103655-6301 Special Department Supplies	ITK0315A	137.15	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	TABLE REPAIR SUPPLIES	103655-6301 Special Department Supplies	ITK0315A	3.19	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	DRINKING FOUNTAIN ANCHORS	103655-6301 Special Department Supplies	ITK0315A	24.89	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	DRINKING FOUNTAIN	103655-6301 Special Department Supplies	ITK0315A	106.73	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	FLAG FOR CITY HALL	103655-6301 Special Department Supplies	ITK0315A	296.31	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	PARK LIGHTS	103655-6301 Special Department Supplies	ITK0315A	39.78	FEBRUARY 12		00075936	03/15/2012
MW IP	US BANK CORPORATE PAY	FOTO CONTROL REPLACEMENT	103655-6301 Special Department Supplies	ITK0315A	67.30	FEBRUARY 12		00075936	03/15/2012
				<b>Vendor Total:</b>	<b>28,315.41</b>				
MW OH	VANTAGEPOINT TRANSFER	P/E 3/17/12 PD DATE 3/23/12	0048-2170 Deferred Comp Payable - ICMA	PY01006	12.46	2606/1201006		00075955	03/23/2012
MW OH	VANTAGEPOINT TRANSFER	P/E 3/17/12 PD DATE 3/23/12	0029-2170 Deferred Comp Payable - ICMA	PY01006	8.31	2606/1201006		00075955	03/23/2012
MW OH	VANTAGEPOINT TRANSFER	P/E 3/17/12 PD DATE 3/23/12	0010-2170	PY01006	320.37	2606/1201006		00075955	03/23/2012

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
	V007191		Deferred Comp Payable - ICMA						
MW OH	VINTAGE POOLS & SPAA V008203	POOL BOND RELEASE-900 DORAL	0044-2045 Construction Deposits(Swim)	Vendor Total: TK0324D	341.14 500.00	030612	P06632	00076058	04/03/2012
MW OH	VULCAN MATERIALS COMI PAVING ASPHALT V001102		103652-6301 Special Department Supplies	Vendor Total: TK0324D	500.00 223.78	674283	P05473	00076059	04/03/2012
MW OH	VULCAN MATERIALS COMI PAVING ASPHALT V001102		103652-6301 Special Department Supplies	TK0324D	447.55	678478	P05473	00076059	04/03/2012
MW OH	WEST COAST ARBORISTS IN V001124	FEB CITY TREE TRIMMING	103655-6115 Landscaping	Vendor Total: TK0324D	671.33 4,974.90	78770	P06653	00076060	04/03/2012
MW OH	WILLDAN ASSOCIATES V001127	JAN TRAFFIC ENGINEERING SERV	333523-6017 / 61086-6017 Special Studies	Vendor Total: TK0324D	4,974.90 630.00	00611271	P06591	00076061	04/03/2012
MW OH	WILLDAN ENGINEERING V006688	JAN TRAFFIC ENGINEERING SRVS	103550-6015 Engineering Services	Vendor Total: TK0324D	630.00 1,680.00	006-11266	P05498	00076062	04/03/2012
MW OH	WILLDAN ENGINEERING V006688	JAN TRAFFIC ENGINEERING SRVS	103550-6015 Engineering Services	TK0324D	2,100.00	006-11270	P05498	00076062	04/03/2012
MW OH	WILLDAN ENGINEERING V006688	PREP OF BID DOCUMENTS	103550-6015 Engineering Services	TK0324D	2,270.00	00511429	P06293	00076062	04/03/2012
MW IP	WILLDAN FINANCIAL SERV CAP AND USER FEES V005723		333554-6099 / 30017-6099 Other Professional Services	Vendor Total: ITK0315A	6,050.00 5,432.00	010-15982	P06466	00075937	03/15/2012
MW OH	WM CURBSIDE INC V000230	FEB FEB USED OIL COLLECTION	504315-6301 / 20037-6301 Special Department Supplies	Vendor Total: TK0324D	5,432.00 70.00	1591	P06217	00076063	04/03/2012
				Vendor Total:	70.00				

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Type	Vendor Name/ID	Description	Account/Description	Batch ID	Amount	Invoice#	PO #	Check #	Check Date
MW OH	ZUMAR INDUSTRIES INC V001156	STREET SIGNS	103652-6310 Street Signs	TK0324D	527.98	136671	P05472	00076064	04/03/2012
				<b>Vendor Total:</b>	<b>527.98</b>				
				<b>Type Total:</b>	<b>1,946,783.08</b>				
				<b>Warrant Total:</b>	<b>2,015,475.35</b>				



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL/BOARD OF DIRECTORS

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF FINANCE

DATE: APRIL 3, 2012

SUBJECT: **PRESENTATION OF THE SINGLE AUDIT REPORT AND MANAGEMENT LETTER FOR THE PERIOD ENDED JUNE 30, 2011**

FISCAL  
IMPACT:      EXPENSE:            NONE  
                  BUDGETED:            NONE

### **SUMMARY:**

The City of Placentia engaged Haskell and White, an independent audit firm, to audit the financial statements and supporting documentation of the City's financial activities for the fiscal year ended June 30, 2011. The financial statements were submitted to both the City Council Ad Hoc Financial Audit Oversight Committee and Financial Audit Oversight Committee (FAOC) on March 22, 2012 for their review and comment. This action request that the City Council receive and file the Single Audit Report and the Management Letter for the period ended June 30, 2011.

### **RECOMMENDATION:**

It is recommended that the City Council and Agency Board of Directors take the following action:

1. Receive and file the Single Audit Report and the Management Letter for the period ended June 30, 2011.

### **DISCUSSION:**

Following the close of each fiscal year, the City's external auditors conduct an audit of the City's financial records and prepare the Single Audit Report and provide a letter of recommendations for improving the internal controls which is outlined in the Management Letter. The paramount objective of general purpose external financial reporting is accountability. The goal of a financial statement audit is to provide users of these reports reasonable assurance from an independent source that the information presented in the statements is reliable.

**1.e.**  
**April 3, 2012**

The City's external auditors, Haskell and White, have completed their audit of the City's financial records in accordance with generally accepted auditing standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the auditors plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The CAFR and Redevelopment Agency Financial Report have been reviewed and approved by the City Council and Agency Board of Directors on December 20, 2011. The Single Audit Report and Management Letter were reviewed and approved by the City Council Ad Hoc Financial Audit Oversight Committee and the Financial Audit Oversight Committee on March 22, 2012. Attached hereto are the Single Audit Report and Management Letter.

The Single Audit Report was submitted to the State Controller's Office by the established deadline March 31, 2012. Failure to submit this report would have resulted in the sanctions imposed by the State Controller.

Submitted by:

  
\_\_\_\_\_  
Karen Ogawa  
Director of Finance

Reviewed and approved:

  
\_\_\_\_\_  
Troy L. Butzlaff, ICMA-CM  
City Administrator

Attachment: Single Audit Report  
Management Letter

**CITY OF PLACENTIA,  
CALIFORNIA**

**SINGLE AUDIT REPORT**

**JUNE 30, 2011**

# CITY OF PLACENTIA, CALIFORNIA

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

To the City Council  
City of Placentia, California

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Placentia, California (the "City") as of and for the year ended June 30, 2011, which collectively comprise the City's basic financial statements and have issued our report thereon dated March 28, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies, or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2011-01 through 2011-05 to be material weaknesses.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged

with governance. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2011-06 through 2011-09 to be significant deficiencies.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we reported to management of the City in a separate letter dated March 28, 2012.

The City's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit the City's response and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of management, City Council, others within the entity, Federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

*Haskell + White LLP*

HASKELL & WHITE, LLP

March 28, 2012  
Irvine, California

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS  
THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133**

To the City Council  
City of Placentia, California

**Compliance**

We have audited the City of Placentia's, California (the "City") compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2011. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the City's management. Our responsibility is to express an opinion on the City's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the City's compliance with those requirements.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2011.

**Internal Control Over Compliance**

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the City's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of

internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

#### **Schedule of Expenditures of Federal Awards**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 2011, and have issued our report thereon dated March 28, 2012, which contained unqualified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

This report is intended solely for the information and use of management, City Council, Federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*Haskell + White LLP*

HASKELL & WHITE, LLP

March 28, 2012  
Irvine, California

**CITY OF PLACENITA, CALIFORNIA**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2011**

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>Catalog of Federal Domestic Assistance (CFDA)</u>	<u>Pass-Through Grant Identification Number</u>	<u>Federal Expenditures</u>
<b>U.S. Department of Housing and Urban Development</b>			
Passed through the County of Orange: CDBG Entitlement Grants Cluster:	14.218	Various	\$ 450,125
<b>U.S. Department of Transportation</b>			
Passed through the California Department of Transportation: Highway Bridge Program Funds	20.205	STPL-5269(018)	58,301
<b>U.S. Department of Justice</b>			
Edward Byrne Memorial Justice Assistance Grant (JAG)	16.738	Various	27,393
<b>U.S. Department of Energy</b>			
ARRA Energy Efficiency and Conservation Block Grant	81.128	DE-EE0002728	<u>23,114</u>
Total Expenditures of Federal Awards			<u>\$ 558,933</u>

See accompanying notes to Schedule of Expenditures of Federal Awards.

**CITY OF PLACENTIA, CALIFORNIA**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2011**

*NOTE #1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES*

A. Scope of Presentation

The accompanying schedule presents only the expenditures incurred by the City of Placentia, California (the "City") that are reimbursable under federal programs of federal financial assistance. For purposes of this schedule, federal awards include both federal financial assistance received directly from a federal agency, as well as federal funds received indirectly by the City from non-federal organizations. Only the portion of program expenditures reimbursable with such federal funds are reported in the accompanying schedule. Program expenditures in excess of the maximum federal reimbursement authorized or the portion of program expenditures that were funded with state, local or other non-federal funds are excluded from the accompanying schedule.

B. Basis of Accounting

The expenditures included in the accompanying schedule were reported on the modified accrual basis of accounting. Under the modified accrual basis of accounting, expenditures are recognized when the City becomes obligated for a payment as a result of the receipt of the related goods or services. Expenditures reported include any property or equipment acquisitions incurred under the Federal program.

C. Sub-recipients

There were no sub-recipients of federal awards for the year ended June 30, 2011.

D. General

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the City of Placentia, California (the City). The City's reporting entity is defined in Note #1 of the City's financial statements. All federal awards received directly from federal agencies, as well as federal awards passed through other governmental agencies to the City are included in the accompanying schedule.

E. Relationship to Basic Financial Statements

Federal awards revenues are generally reported within the City's financial statements under the financial statement caption "Intergovernmental" for the General and Special Revenue Funds.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**I. SUMMARY OF AUDITORS' RESULTS**

**FINANCIAL STATEMENTS**

Type of auditors' report issued:	<u>Unqualified</u>
Internal control over financial reporting:	
Material weaknesses identified?	<u>Yes</u>
Significant deficiencies identified?	<u>Yes</u>
Noncompliance material to financial statements noted?	<u>No</u>

**FEDERAL AWARDS**

Internal control over major programs:	
Material weaknesses?	<u>No</u>
Significant deficiencies?	<u>None Reported</u>
Type of auditors' report issued on compliance for major programs:	<u>Unqualified</u>
Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)?	<u>No</u>
Identification of major programs:	<u>CFDA Number:    Name of Federal Program or Cluster</u>
	14.218    CDBG Entitlement Grants Cluster
	20.205    Highway Planning and Construction

Dollar threshold used to distinguish between Type A and Type B programs: \$ 300,000

Auditee qualifies as low-risk auditee? No

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**II. FINANCIAL STATEMENT FINDINGS**

The following findings represent significant deficiencies, material weaknesses, and/or instances of noncompliance related to the financial statements that are reported in accordance with *Government Audit Standards*.

**FINDING 2011-1, MATERIAL WEAKNESS**

**OVERSIGHT BY THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT**

Criteria or Specific Requirement:

The City should have adequate internal control systems over financial reporting.

Condition Found:

The City Council and City Management did not take sufficient steps to ensure that the prior year findings were implemented. The following 2010 material weaknesses and significant deficiencies were not completely remediated as of June 30, 2011:

1. Year End Closing – City should have sufficient resources and adequate oversight to perform the year end closing procedures timely.
2. Capital Asset Inventory – City should ensure adequate controls for monitoring assets owned and assets purchased.
3. Reporting of Federal Expenditures – City did not have adequate internal controls relating to the preparation and presentation of the Schedule of Expenditures of Federal Awards.
4. Stale Dated Checks – City should adopt a policy to address stale dated checks.
5. Documentation of Inventory – City should adopt procedures to document the inventory observation

In addition, new material weaknesses were noted.

Cause:

The City did not resolve all of the prior year findings which were documented in the City's June 30, 2010 single audit report and certain other processes were not effective during the fiscal year ended June 30, 2011.

The June 30, 2010 audit was completed on March 11, 2011 and control deficiencies noted by the audit firm were reported by to the City on March 11, 2011. The City Staff and the Finance Committee developed a plan to address each control deficiencies. Due to the limited amount of time from March 11, 2011 until June 30, 2011, not all control deficiencies were remediated.

Improvements were noted to have been made during the fiscal year ended June 30, 2011, however continued efforts are required to continue to remediate all control deficiencies.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-1, MATERIAL WEAKNESS (CONTINUED)**

**OVERSIGHT BY THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT  
(CONTINUED)**

Effect:

As currently designed, the City's internal control systems would not prevent or detect and correct on a timely basis all material misstatements in the entity's financial statements.

Recommendation:

The City Council and the City's management team should continue to work to develop a plan to address the findings in this letter. The plan should include specifics relating to levels of review, timelines and reporting structure to ensure that the findings are addressed in a timely manner. In developing this plan, we recommend that the City consider the following objectives:

- Those charged with governance are actively involved and have significant influence over the entity's internal control environment and its financial reporting.
- Management, through its attitudes and actions, demonstrates character, integrity, and ethical values. Sound integrity and ethical values, particularly of top management, are developed and set the standard of conduct for the organization and financial reporting.
- Management's philosophy and operating style are consistent with a sound control environment and have a pervasive effect on the entity. Management analyzes the risks and benefits of new activities, assesses turnover among employees, investigates and resolves improper business practices, views accounting as a means to monitor and control the various activities of the organization, and adopts accounting policies that reflect the economic realities of the governmental unit.
- The organizational structure of the entity is appropriately designed to promote a sound control environment. Authority and responsibility, appropriate reporting lines, and free flow of information across the governmental unit provide unfettered influence to effectively run the entity and support effective financial reporting.
- Human resource policies and procedures send messages to employees regarding expected levels of integrity, ethical behavior, and competence.
- The entity assigns authority and responsibility to provide a basis for accountability and control.
- The entity is committed to competence in the requirements of particular jobs and in translating those requirements into knowledge and skills.

Views of Responsible Officials and Planned Corrective Action:

The City has been progressively addressing various control deficiencies that have been noted by its independent auditors. Although substantial progress has been made and a number of the control deficiencies have been mitigated due to timing issues specifically as a result of not receiving the prior year's audit until March 11, 2011, management was unable to remediate all of the control deficiencies. Management plans to develop additional checklists to better facilitate the year end closing process and to insure that all control deficiencies have been addressed in a timely manner.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-2, MATERIAL WEAKNESS**

**TIMELY SUBMITTAL OF CASH AND INVESTMENT REPORTS TO THE CITY  
COUNCIL**

Criteria or Specific Requirement:

The City should provide financial information to the City Council in a timely manner. This information is critical for the City Council to monitor the ongoing financial health of the City.

Condition Found:

During the interim and year-end phase of the audit, it was noted that in February 2011 the City Council received the December 2010 cash investment report certified by the City Treasurer. On November 15, 2011, the City Council received the certified January through June 2011 cash and investments reports. As of December 31, 2011, the City Council had not received the certified July through December 2011 cash and investment reports.

Cause:

The investment reports are not being certified and presented to the City Council in a timely manner.

Effect:

The certified cash and investment reports are essential to monitoring the cash and investment balances of the City. Given the cash position of the City over the past few years, cash flow and position are critical metrics to operations. The City Council's decisions related to the spending of capital and the allocation of resources could benefit from the receipt of timely financial data.

Recommendation:

We recommend that the City Council request monthly certified cash and investment reports from the City Treasurer in a timely manner. In order to accomplish timely reporting, the City Council should consider setting deadlines for the City Treasurer. In establishing the deadlines, the City should consider that the City Treasurer must work closely with City finance department personnel to obtain the information and supporting documentation.

Views of Responsible Officials and Planned Corrective Action:

Monthly cash and investment reports will be certified in a timely manner.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-3, MATERIAL WEAKNESS**

**SUPPORTING DOCUMENTATION WAS NOT PROVIDED FOR VARIOUS ACCOUNTS**

Criteria or Specific Requirement:

The City should have support for all accounts in the general ledger.

Condition Found:

During the audit it was noted that support or reconciliations could not be provided for certain accounts in the City's general ledger.

Cause:

The City does not have control procedures in place to ensure all accounts are properly reconciled and supported.

Effect:

Supporting documentation is critical to the City's ability to:

- Substantiate the existence of assets and the occurrence of liabilities.
- Document the procedures performed to ensure completeness of liabilities.
- Validate rights of ownership of assets and the performance of obligations related to liabilities.
- Support the valuation or allocation of assets and liabilities.
- Provide accuracy and classification of assets and liabilities.
- Document the procedures performed to ensure a proper cutoff for reporting assets, liabilities, revenues and expenditures.

Additionally, material errors could exist in these accounts and not be detected.

Recommendation:

We recommend that the City evaluate each account balance in each fund to determine if supporting documentation exists. Supporting documentation can include detailed listings, memorandums, staff reports submitted to City Council, actuarial evaluations and fair value calculations, and inventories performed by third parties.

Views of Responsible Officials and Planned Corrective Action:

City was unable to provide supporting documentation due to the fact that some of the accounts had been inactive since fiscal year 2002-03 and the records were not readily accessible. City will evaluate significant account balances and confirm appropriate supporting documentation exists.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-4, MATERIAL WEAKNESS**

**YEAR-END CLOSE PROCESS**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure the year end closing process is performed within a timely manner to allow for the preparation of financial statements and other management reports. Additionally, management should provide the appropriate level of review over the financial closing process.

Condition Found:

The year-end closing procedures were completed in a timeframe which resulted in the financial statements being issued six months after year-end. We noted that the closing procedures did not include a sufficient review of all schedules and supporting documents before they were provided to the audit team. All accounting issues were not detected and/or resolved during the year-end closing procedures.

Cause:

The City does not have a formal closing process to ensure all accounts are supported, reconciled and reviewed. Insufficient staffing may have also contributed to this weakness. Several control deficiencies throughout various accounts contributed to this material weakness. Although all the conditions were not considered to be material weaknesses individually, due to the number and nature of the conditions identified, we consider the year-end closing process to be a material weakness.

Due to the June 30, 2010 audit being completed on March 11, 2011, there was a limited amount of time from March 11, 2011 to June 30, 2011 to remediate all control deficiencies. Midway through the fiscal year, there was an increase in staffing levels with the addition of an Accountant and a Management Analyst; however due to the limited time not all of the 2010 control deficiencies were resolved by June 30, 2011.

Effect:

As a result of the above noted condition, several material adjustments were required.

Recommendation:

We recommend that the City thoroughly evaluate the year-end closing procedures to develop a comprehensive, detailed checklist of procedures to perform. The checklist should include reviews of reconciliations, detailed listings, and supporting documentation by a supervisor or manager to ensure accuracy and completeness. The checklist should also incorporate dates by which procedures should be performed.

Views of Responsible Officials:

Current staffing levels should provide efficient resources to further refine the year end closing procedures. City will continue to develop additional processes to enhance the review processes.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-5, MATERIAL WEAKNESS**

**CAPITAL ASSETS**

Criteria or Specific Requirement:

Capital assets purchased and owned by the City should be tracked by the City to ensure they are either appropriately capitalized or removed.

Condition Found:

In 2011, the City engaged a third party to inventory the depreciable assets of the City, and compile a detailed listing of the depreciable assets as of June 30, 2011. Based on the detailed listings, the City wrote-off equipment of approximately \$1,000,000 from the governmental activities, and \$700,000 from the internal service funds.

During our audit, we noted that ongoing controls related to fixed assets should be strengthened to ensure the fixed asset listing is maintained. Specifically, we believe stronger controls are needed to monitor and record the retirement of fixed assets and to reconcile fixed asset sub ledgers to the general ledger.

We further noted that the City used excel to maintain the detailed listing of capital assets. The use of excel can lead to the deletion of capital assets without being detected by City personnel and it can lead to errors in the calculation of depreciation expense and accumulated depreciation.

Cause:

This was noted as a material weakness in the prior year. In response, management hired a third party to inventory the depreciable assets of the City, and compile a detailed listing of the depreciable assets as of June 30, 2011. Based on the detailed listings, the City wrote-off equipment of approximately \$1,000,000 from the governmental activities, and \$700,000 from the internal service funds.

Process and controls have not been implemented to maintain this list and to capture all disposals of assets. Due to inadequate staffing levels prior to the fiscal year, a reconciliation of the capital assets listing and inventory listing were not prepared sufficiently.

Effect:

A material misstatement could occur within the capital asset accounts and not be detected by the City's personnel. Additionally, weak controls related to capital asset accounts subjects the City to a higher risk of misappropriation of assets.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-5, MATERIAL WEAKNESS (CONTINUED)**

**CAPITAL ASSETS (CONTINUED)**

Recommendation:

We recommend that the City:

- Develop internal controls to ensure that detailed listings are maintained timely, accurately, and agree to the general ledger.
- Annually provide each department a detailed listing of the depreciable assets within that department for review and certification by the department head that the assets are present, in use, and not impaired.
- Use capital assets software or the module within the accounting software to maintain the listing of capital assets.

Views of Responsible Officials:

City has developed internal controls to ensure capital assets are maintained timely, accurately, and agree to the general ledger as well has department certification of accuracy. City is currently exploring the accounting system fixed asset module that is available through its accounting system provider.

**FINDING 2011-6, SIGNIFICANT DEFICIENCY**

**SCHEDULE OF FEDERAL EXPENDITURES**

Criteria or Specific Requirement:

OMB Circular A-133 in Subpart C states that the City shall:

- (a) Identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass-through entity.
- (b) Maintain internal control over Federal programs that provides reasonable assurance that the City is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs.
- (c) Comply with laws, regulations, and the provisions of contracts or grant agreements related to each of its Federal programs.
- (d) Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.

Condition Found:

The initial single audit schedule of federal expenditures (the "SEFA") provided by the City was found to contain errors. Several revisions were needed to correct the schedule.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-6, SIGNIFICANT DEFICIENCY (CONTINUED)**

**SCHEDULE OF FEDERAL EXPENDITURES (CONTINUED)**

Cause:

Although the City does have procedures for the preparation of the SEFA, sufficient review of the SEFA was not performed to ensure all amounts presented were accurate. A similar condition was noted in last year's report on internal controls.

Effect:

Grant management and reporting is critical to compliance with grant requirements. Failure to comply with grant requirements can result in disallowed costs that require reimbursement, questioned costs that result in ineligibility of future funding, and findings. This also creates an increase in the risk that the schedule of expenditures is incorrectly presented.

Recommendation:

We recommend that the City implement procedures to monitor all federal awards in order to ensure the schedule of expenditures of federal awards captures all federal awards expended. We also recommend that a detailed review of the schedule be performed at the close of every period.

Views of Responsible Officials:

City has implemented procedures to monitor all grant programs, including federally awarded programs, to monitor, maintain, and verify eligibility of expenditures.

**FINDING 2011-7, SIGNIFICANT DEFICIENCY**

**DEFERRED REVENUE**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure the year end closing process is performed within a timely manner to allow for the preparation of financial statements and other management reports. Additionally, management should provide the appropriate level of review over the financial closing process.

Condition Found:

During our audit, we noted that deferred revenue, and related accounts receivable, in the Miscellaneous Grants fund was overstated. The City calculated deferred revenue for each outstanding grant by subtracting total grant expenditures from grant payments received. However, deferred revenue is limited to the grant award.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-7, SIGNIFICANT DEFICIENCY (CONTINUED)**

**DEFERRED REVENUE (CONTINUED)**

Cause:

We believe this condition occurred because the City does not have comprehensive close procedures and supporting schedules are not reviewed or need to be reviewed more thoroughly after they are prepared.

Effect:

The overstatement of deferred revenue and accounts receivable could result in City personnel expecting to be reimbursed for funds expended when the entire grant award has already been received. Additionally, it could lead to a misstatement in the City's financial statements.

Recommendation:

We recommend that the City develop internal controls for the review of schedules and supporting documentation that includes the recalculation of amounts.

Views of Responsible Officials:

Current staffing levels should provide efficient resources to further refine the year end closing procedures. City will continue to develop additional processes to enhance the review process.

**FINDING 2011-8, SIGNIFICANT DEFICIENCY**

**LONG-TERM DEBT**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure events that transpired during the period have been properly accounted for in the City's financial records. Controls should be in place to identify one-time transactions that could have complex or unusual accounting treatment. Additionally, management should provide the appropriate level of review over the financial closing process.

Condition Found:

In 2011, the City issued the 2011 Gas Tax COPS for \$5,900,000. To record the transaction, the City relied on the cash with fiscal agent's bank statements. However, prior to the transfer of funds to the fiscal agent, a cash disbursement from the debt proceeds was made for approximately \$58,000 for an insurance policy. The result was an understatement of the expense and proceeds from debt issuance.

In addition, the City did not identify the debt discount of approximately \$171,000, and did not include the discount in the long-term debt rollforward schedule.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-8, SIGNIFICANT DEFICIENCY (CONTINUED)**

**LONG-TERM DEBT (CONTINUED)**

Cause:

The City does not have a formal closing process to ensure all accounts are supported, reconciled and reviewed. Insufficient staffing may have also contributed to this weakness.

Due to the June 30, 2010 audit being completed on March 11, 2011, there was a limited amount of time from March 11, 2011 to June 30, 2011 to remediate all control deficiencies. Midway through the fiscal year, there was an increase in staffing levels with the addition of an Accountant and a Management Analyst; however due to the limited time not all of the 2010 control deficiencies were resolved by June 30, 2011.

Effect:

As a result of the two conditions, the City was unable to reconcile the amount of debt issued to the net cash proceeds.

Recommendation:

We recommend that the City use debt official statements to identify all costs of issuance, debt discounts, and that the City reconcile net cash proceeds to the amount of debt issued. Additionally, we recommend a checklist of closing procedures be prepared and utilized to ensure all accounts have been reconciled and reviewed and to ensure all events are properly recorded.

Views of Responsible Officials:

Management plans to develop additional checklists to better facilitate the year end closing process.

**FINDING 2011-9, SIGNIFICANT DEFICIENCY**

**SAFE-GUARDING OF CASH**

Criteria or Specific Requirement:

The City should have procedures and policies in place to ensure the safe-guarding of all City assets.

Condition Found:

During the review of cash handling procedures, we noted the following conditions:

- There are no surprise cash counts of the cash drawers in the Finance Department or Community Services. By not having surprise cash counts, custodians of the cash drawers could temporarily misappropriate the cash without the City's knowledge.
- Deposits are placed in unsecured deposit bags. Unsecured deposit bags allow for cash and checks to be removed after the deposit is prepared.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**FINDING 2011-9, SIGNIFICANT DEFICIENCY (CONTINUED)**

**SAFE-GUARDING OF CASH (CONTINUED)**

- City personnel transport the deposits to the bank unescorted by security or police personnel. City personnel could be subjected to great bodily harm if robbed.
- On several occasions, we noted that the Finance Department cash drawer is not locked. An unlocked cash drawer could allow City personnel to misappropriate cash from the City.

Cause:

Insufficient controls related to the safe-guarding of cash.

Effect:

The following scenarios could result due to weaknesses in the control environment as it is currently designed:

- By not having surprise cash counts, custodians of the cash drawers could temporarily misappropriate the cash without the City's knowledge.
- Unsecured deposit bags allow for cash and checks to be removed after the deposit is prepared.
- City personnel could be subjected to great bodily harm if robbed.
- An unlocked cash drawer could allow City personnel to misappropriate cash from the City.

Recommendation:

We recommend the following:

- Perform monthly surprise counts on the cash drawers. A second cash drawer could be used for the day while the surprise cash count is performed, and citizens making payments would not be inconvenienced.
- Use secured deposit bags where the bank has the only key to open the bag.
- Have someone from the police department escort the City personnel to the bank. A police officer is not required, only someone with a police radio (e.g. a Community Service Office) in case of emergency.
- Lock all cash drawers when not processing transactions.

Views of Responsible Officials:

Management will perform surprise counts on cash drawers and cash drawers are locked.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None reported.

**CITY OF PLACENTIA, CALIFORNIA**

**SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2011**

Prior Year Finding		
<u>Number</u>	<u>Description</u>	<u>Status</u>
2010-1	Oversight by those Charged With Governance and Management	Improved and partially implemented. See Current Year Finding 2011-1.
2010-2	Financial Condition	Implemented.
2010-3	Cash Management/Borrowing Agreement	Implemented.
2010-4	Bank Statement and Fiscal Agent Reconciliations	Implemented.
2010-5	Year-End Closing	Not implemented. See Current Year Findings 2011-3 and 2011-4.
2010-6	General Fund Reimbursement by Agency	Implemented.
2010-7	Allocated Costs	Implemented.
2010-8	Agency Capital Assets and Properties	Implemented.
2010-9	Prior Period Adjustment/Loan Payable/Interest Payable	Implemented.
2010-10	Capital Asset Inventory	Not implemented. See Current Year Finding 2011-5.
2010-11	Reporting of Federal Expenditures	Not implemented. See Current Year Finding 2011-6.

To the Honorable City Council of the City of Placentia  
Placentia, California

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Placentia (the "City") as of and for the year ended June 30, 2011, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the following deficiencies in the City's internal control to be material weaknesses:

#### **FINDING 2011-1, MATERIAL WEAKNESS**

#### **OVERSIGHT BY THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT**

##### Criteria or Specific Requirement:

The City should have adequate internal control systems over financial reporting.

##### Condition Found:

The City Council and City Management did not take sufficient steps to ensure that the prior year findings were implemented. The following 2010 material weaknesses and significant deficiencies were not completely remediated as of June 30, 2011:

**FINDING 2011-1, MATERIAL WEAKNESS (CONTINUED)**

**OVERSIGHT BY THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT (CONTINUED)**

1. Year End Closing – City should have sufficient resources and adequate oversight to perform the year end closing procedures timely.
2. Capital Asset Inventory – City should ensure adequate controls for monitoring assets owned and assets purchased.
3. Reporting of Federal Expenditures – City did not have adequate internal controls relating to the preparation and presentation of the Schedule of Expenditures of Federal Awards.
4. Stale Dated Checks – City should adopt a policy to address stale dated checks.
5. Documentation of Inventory – City should adopt procedures to document the inventory observation

In addition, new material weaknesses were noted.

Cause:

The City did not resolve all of the prior year findings which were documented in the City's June 30, 2010 single audit report and certain other processes were not effective during the fiscal year ended June 30, 2011.

The June 30, 2010 audit was completed on March 11, 2011 and control deficiencies noted by the audit firm were reported by to the City on March 11, 2011. The City Staff and the Finance Committee developed a plan to address each control deficiencies. Due to the limited amount of time from March 11, 2011 until June 30, 2011, not all control deficiencies were remediated.

Improvements were noted to have been made during the fiscal year ended June 30, 2011, however continued efforts are required to continue to remediate all control deficiencies.

Effect:

As currently designed, the City's internal control systems would not prevent or detect and correct on a timely basis all material misstatements in the entity's financial statements.

Recommendation:

The City Council and the City's management team should continue to work to develop a plan to address the findings in this letter. The plan should include specifics relating to levels of review, timelines and reporting structure to ensure that the findings are addressed in a timely manner. In developing this plan, we recommend that the City consider the following objectives:

- Those charged with governance are actively involved and have significant influence over the entity's internal control environment and its financial reporting.
- Management, through its attitudes and actions, demonstrates character, integrity, and ethical values. Sound integrity and ethical values, particularly of top management, are developed and set the standard of conduct for the organization and financial reporting.

**FINDING 2011-1, MATERIAL WEAKNESS (CONTINUED)**

**OVERSIGHT BY THOSE CHARGED WITH GOVERNANCE AND MANAGEMENT (CONTINUED)**

- Management's philosophy and operating style are consistent with a sound control environment and have a pervasive effect on the entity. Management analyzes the risks and benefits of new activities, assesses turnover among employees, investigates and resolves improper business practices, views accounting as a means to monitor and control the various activities of the organization, and adopts accounting policies that reflect the economic realities of the governmental unit.
- The organizational structure of the entity is appropriately designed to promote a sound control environment. Authority and responsibility, appropriate reporting lines, and free flow of information across the governmental unit provide unfettered influence to effectively run the entity and support effective financial reporting.
- Human resource policies and procedures send messages to employees regarding expected levels of integrity, ethical behavior, and competence.
- The entity assigns authority and responsibility to provide a basis for accountability and control.
- The entity is committed to competence in the requirements of particular jobs and in translating those requirements into knowledge and skills.

Views of Responsible Officials and Planned Corrective Action:

The City has been progressively addressing various control deficiencies that have been noted by its independent auditors. Although substantial progress has been made and a number of the control deficiencies have been mitigated due to timing issues specifically as a result of not receiving the prior year's audit until March 11, 2011, management was unable to remediate all of the control deficiencies. Management plans to develop additional checklists to better facilitate the year end closing process and to insure that all control deficiencies have been addressed in a timely manner.

**FINDING 2011-2, MATERIAL WEAKNESS**

**TIMELY SUBMITTAL OF CASH AND INVESTMENT REPORTS TO THE CITY COUNCIL**

Criteria or Specific Requirement:

The City should provide financial information to the City Council in a timely manner. This information is critical for the City Council to monitor the ongoing financial health of the City.

Condition Found:

During the interim and year-end phase of the audit, it was noted that in February 2011 the City Council received the December 2010 cash investment report certified by the City Treasurer. On November 15, 2011, the City Council received the certified January through June 2011 cash and investments reports. As of December 31, 2011, the City Council had not received the certified July through December 2011 cash and investment reports.

**FINDING 2011-2, MATERIAL WEAKNESS (CONTINUED)**

**TIMELY SUBMITTAL OF CASH AND INVESTMENT REPORTS TO THE CITY COUNCIL (CONTINUED)**

Cause:

The investment reports are not being certified and presented to the City Council in a timely manner.

Effect:

The certified cash and investment reports are essential to monitoring the cash and investment balances of the City. Given the cash position of the City over the past few years, cash flow and position are critical metrics to operations. The City Council's decisions related to the spending of capital and the allocation of resources could benefit from the receipt of timely financial data.

Recommendation:

We recommend that the City Council request monthly certified cash and investment reports from the City Treasurer in a timely manner. In order to accomplish timely reporting, the City Council should consider setting deadlines for the City Treasurer. In establishing the deadlines, the City should consider that the City Treasurer must work closely with City finance department personnel to obtain the information and supporting documentation.

Views of Responsible Officials and Planned Corrective Action:

Monthly cash and investment reports will be certified in a timely manner.

**FINDING 2011-3, MATERIAL WEAKNESS**

**SUPPORTING DOCUMENTATION WAS NOT PROVIDED FOR VARIOUS ACCOUNTS**

Criteria or Specific Requirement:

The City should have support for all accounts in the general ledger.

Condition Found:

During the audit it was noted that support or reconciliations could not be provided for certain accounts in the City's general ledger.

Cause:

The City does not have control procedures in place to ensure all accounts are properly reconciled and supported.

**FINDING 2011-3, MATERIAL WEAKNESS (CONTINUED)**

**SUPPORTING DOCUMENTATION WAS NOT PROVIDED FOR VARIOUS ACCOUNTS  
(CONTINUED)**

Effect:

Supporting documentation is critical to the City's ability to:

- Substantiate the existence of assets and the occurrence of liabilities.
- Document the procedures performed to ensure completeness of liabilities.
- Validate rights of ownership of assets and the performance of obligations related to liabilities.
- Support the valuation or allocation of assets and liabilities.
- Provide accuracy and classification of assets and liabilities.
- Document the procedures performed to ensure a proper cutoff for reporting assets, liabilities, revenues and expenditures.

Additionally, material errors could exist in these accounts and not be detected.

Recommendation:

We recommend that the City evaluate each account balance in each fund to determine if supporting documentation exists. Supporting documentation can include detailed listings, memorandums, staff reports submitted to City Council, actuarial evaluations and fair value calculations, and inventories performed by third parties.

Views of Responsible Officials and Planned Corrective Action:

City was unable to provide supporting documentation due to the fact that some of the accounts had been inactive since fiscal year 2002-03 and the records were not readily accessible. City will evaluate significant account balances and confirm appropriate supporting documentation exists.

**FINDING 2011-4, MATERIAL WEAKNESS**

**YEAR-END CLOSE PROCESS**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure the year end closing process is performed within a timely manner to allow for the preparation of financial statements and other management reports. Additionally, management should provide the appropriate level of review over the financial closing process.

**FINDING 2011-4, MATERIAL WEAKNESS (CONTINUED)**

**YEAR-END CLOSE PROCESS (CONTINUED)**

Condition Found:

The year-end closing procedures were completed in a timeframe which resulted in the financial statements being issued six months after year-end. We noted that the closing procedures did not include a sufficient review of all schedules and supporting documents before they were provided to the audit team. All accounting issues were not detected and/or resolved during the year-end closing procedures.

Cause:

The City does not have a formal closing process to ensure all accounts are supported, reconciled and reviewed. Insufficient staffing may have also contributed to this weakness. Several control deficiencies throughout various accounts contributed to this material weakness. Although all the conditions were not considered to be material weaknesses individually, due to the number and nature of the conditions identified, we consider the year-end closing process to be a material weakness.

Due to the June 30, 2010 audit being completed on March 11, 2011, there was a limited amount of time from March 11, 2011 to June 30, 2011 to remediate all control deficiencies. Midway through the fiscal year, there was an increase in staffing levels with the addition of an Accountant and a Management Analyst; however due to the limited time not all of the 2010 control deficiencies were resolved by June 30, 2011.

Effect:

As a result of the above noted condition, several material adjustments were required.

Recommendation:

We recommend that the City thoroughly evaluate the year-end closing procedures to develop a comprehensive, detailed checklist of procedures to perform. The checklist should include reviews of reconciliations, detailed listings, and supporting documentation by a supervisor or manager to ensure accuracy and completeness. The checklist should also incorporate dates by which procedures should be performed.

Views of Responsible Officials:

Current staffing levels should provide efficient resources to further refine the year end closing procedures. City will continue to develop additional processes to enhance the review processes.

## **FINDING 2011-5, MATERIAL WEAKNESS**

### **CAPITAL ASSETS**

#### Criteria or Specific Requirement:

Capital assets purchased and owned by the City should be tracked by the City to ensure they are either appropriately capitalized or removed.

#### Condition Found:

In 2011, the City engaged a third party to inventory the depreciable assets of the City, and compile a detailed listing of the depreciable assets as of June 30, 2011. Based on the detailed listings, the City wrote-off equipment of approximately \$1,000,000 from the governmental activities, and \$700,000 from the internal service funds.

During our audit, we noted that ongoing controls related to fixed assets should be strengthened to ensure the fixed asset listing is maintained. Specifically, we believe stronger controls are needed to monitor and record the retirement of fixed assets and to reconcile fixed asset sub ledgers to the general ledger.

We further noted that the City used excel to maintain the detailed listing of capital assets. The use of excel can lead to the deletion of capital assets without being detected by City personnel and it can lead to errors in the calculation of depreciation expense and accumulated depreciation.

#### Cause:

This was noted as a material weakness in the prior year. In response, management hired a third party to inventory the depreciable assets of the City, and compile a detailed listing of the depreciable assets as of June 30, 2011. Based on the detailed listings, the City wrote-off equipment of approximately \$1,000,000 from the governmental activities, and \$700,000 from the internal service funds.

Process and controls have not been implemented to maintain this list and to capture all disposals of assets. Due to inadequate staffing levels prior to the fiscal year, a reconciliation of the capital assets listing and inventory listing were not prepared sufficiently.

#### Effect:

A material misstatement could occur within the capital asset accounts and not be detected by the City's personnel. Additionally, weak controls related to capital asset accounts subjects the City to a higher risk of misappropriation of assets.

**FINDING 2011-5, MATERIAL WEAKNESS (CONTINUED)**

**CAPITAL ASSETS (CONTINUED)**

Recommendation:

We recommend that the City:

- Develop internal controls to ensure that detailed listings are maintained timely, accurately, and agree to the general ledger.
- Annually provide each department a detailed listing of the depreciable assets within that department for review and certification by the department head that the assets are present, in use, and not impaired.
- Use capital assets software or the module within the accounting software to maintain the listing of capital assets.

Views of Responsible Officials:

City has developed internal controls to ensure capital assets are maintained timely, accurately, and agree to the general ledger as well as department certification of accuracy. City is currently exploring the accounting system fixed asset module that is available through its accounting system provider.

\*\*\*\*\*

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in the City's internal control to be significant deficiencies:

**FINDING 2011-6, SIGNIFICANT DEFICIENCY**

**SCHEDULE OF FEDERAL EXPENDITURES**

Criteria or Specific Requirement:

OMB Circular A-133 in Subpart C states that the City shall:

- (a) Identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass-through entity.
- (b) Maintain internal control over Federal programs that provides reasonable assurance that the City is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs.
- (c) Comply with laws, regulations, and the provisions of contracts or grant agreements related to each of its Federal programs.
- (d) Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.

**FINDING 2011-6, SIGNIFICANT DEFICIENCY (CONTINUED)**

**SCHEDULE OF FEDERAL EXPENDITURES (CONTINUED)**

Condition Found:

The initial single audit schedule of federal expenditures (the "SEFA") provided by the City was found to contain errors. Several revisions were needed to correct the schedule.

Cause:

Although the City does have procedures for the preparation of the SEFA, sufficient review of the SEFA was not performed to ensure all amounts presented were accurate. A similar condition was noted in last year's report on internal controls.

Effect:

Grant management and reporting is critical to compliance with grant requirements. Failure to comply with grant requirements can result in disallowed costs that require reimbursement, questioned costs that result in ineligibility of future funding, and findings. This also creates an increase in the risk that the schedule of expenditures is incorrectly presented.

Recommendation:

We recommend that the City implement procedures to monitor all federal awards in order to ensure the schedule of expenditures of federal awards captures all federal awards expended. We also recommend that a detailed review of the schedule be performed at the close of every period.

Views of Responsible Officials:

City has implemented procedures to monitor all grant programs, including federally awarded programs, to monitor, maintain, and verify eligibility of expenditures.

**FINDING 2011-7, SIGNIFICANT DEFICIENCY**

**DEFERRED REVENUE**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure the year end closing process is performed within a timely manner to allow for the preparation of financial statements and other management reports. Additionally, management should provide the appropriate level of review over the financial closing process.

**FINDING 2011-7, SIGNIFICANT DEFICIENCY (CONTINUED)**

**DEFERRED REVENUE (CONTINUED)**

Condition Found:

During our audit, we noted that deferred revenue, and related accounts receivable, in the Miscellaneous Grants fund was overstated. The City calculated deferred revenue for each outstanding grant by subtracting total grant expenditures from grant payments received. However, deferred revenue is limited to the grant award.

Cause:

We believe this condition occurred because the City does not have comprehensive close procedures and supporting schedules are not reviewed or need to be reviewed more thoroughly after they are prepared.

Effect:

The overstatement of deferred revenue and accounts receivable could result in City personnel expecting to be reimbursed for funds expended when the entire grant award has already been received. Additionally, it could lead to a misstatement in the City's financial statements.

Recommendation:

We recommend that the City develop internal controls for the review of schedules and supporting documentation that includes the recalculation of amounts.

Views of Responsible Officials:

Current staffing levels should provide efficient resources to further refine the year end closing procedures. City will continue to develop additional processes to enhance the review process.

**FINDING 2011-8, SIGNIFICANT DEFICIENCY**

**LONG-TERM DEBT**

Criteria or Specific Requirement:

The City should have adequate staffing, policies and procedures in place to ensure events that transpired during the period have been properly accounted for in the City's financial records. Controls should be in place to identify one-time transactions that could have complex or unusual accounting treatment. Additionally, management should provide the appropriate level of review over the financial closing process.

**FINDING 2011-8, SIGNIFICANT DEFICIENCY (CONTINUED)**

**LONG-TERM DEBT (CONTINUED)**

Condition Found:

In 2011, the City issued the 2011 Gas Tax COPS for \$5,900,000. To record the transaction, the City relied on the cash with fiscal agent's bank statements. However, prior to the transfer of funds to the fiscal agent, a cash disbursement from the debt proceeds was made for approximately \$58,000 for an insurance policy. The result was an understatement of the expense and proceeds from debt issuance.

In addition, the City did not identify the debt discount of approximately \$171,000, and did not include the discount in the long-term debt rollforward schedule.

Cause:

The City does not have a formal closing process to ensure all accounts are supported, reconciled and reviewed. Insufficient staffing may have also contributed to this weakness.

Due to the June 30, 2010 audit being completed on March 11, 2011, there was a limited amount of time from March 11, 2011 to June 30, 2011 to remediate all control deficiencies. Midway through the fiscal year, there was an increase in staffing levels with the addition of an Accountant and a Management Analyst; however due to the limited time not all of the 2010 control deficiencies were resolved by June 30, 2011.

Effect:

As a result of the two conditions, the City was unable to reconcile the amount of debt issued to the net cash proceeds.

Recommendation:

We recommend that the City use debt official statements to identify all costs of issuance, debt discounts, and that the City reconcile net cash proceeds to the amount of debt issued. Additionally, we recommend a checklist of closing procedures be prepared and utilized to ensure all accounts have been reconciled and reviewed and to ensure all events are properly recorded.

Views of Responsible Officials:

Management plans to develop additional checklists to better facilitate the year end closing process.

**FINDING 2011-9, SIGNIFICANT DEFICIENCY**

**SAFE-GUARDING OF CASH**

Criteria or Specific Requirement:

The City should have procedures and policies in place to ensure the safe-guarding of all City assets.

**FINDING 2011-9, SIGNIFICANT DEFICIENCY (CONTINUED)**

**SAFE-GUARDING OF CASH (CONTINUED)**

Condition Found:

During the review of cash handling procedures, we noted the following conditions:

- There are no surprise cash counts of the cash drawers in the Finance Department or Community Services. By not having surprise cash counts, custodians of the cash drawers could temporarily misappropriate the cash without the City's knowledge.
- Deposits are placed in unsecured deposit bags. Unsecured deposit bags allow for cash and checks to be removed after the deposit is prepared.
- City personnel transport the deposits to the bank unescorted by security or police personnel. City personnel could be subjected to great bodily harm if robbed.
- On several occasions, we noted that the Finance Department cash drawer is not locked. An unlocked cash drawer could allow City personnel to misappropriate cash from the City.

Cause:

Insufficient controls related to the safe-guarding of cash.

Effect:

The following scenarios could result due to weaknesses in the control environment as it is currently designed:

- By not having surprise cash counts, custodians of the cash drawers could temporarily misappropriate the cash without the City's knowledge.
- Unsecured deposit bags allow for cash and checks to be removed after the deposit is prepared.
- City personnel could be subjected to great bodily harm if robbed.
- An unlocked cash drawer could allow City personnel to misappropriate cash from the City.

Recommendation:

We recommend the following:

- Perform monthly surprise counts on the cash drawers. A second cash drawer could be used for the day while the surprise cash count is performed, and citizens making payments would not be inconvenienced.
- Use secured deposit bags where the bank has the only key to open the bag.
- Have someone from the police department escort the City personnel to the bank. A police officer is not required, only someone with a police radio (e.g. a Community Service Office) in case of emergency.
- Lock all cash drawers when not processing transactions.

**FINDING 2011-9, SIGNIFICANT DEFICIENCY (CONTINUED)**

**SAFE-GUARDING OF CASH (CONTINUED)**

Views of Responsible Officials:

Management will perform surprise counts on cash drawers and cash drawers are locked.

This communication is intended solely for the information and use of management the City Council, and others within the City, and is not intended to be and should not be used by anyone other than these specified parties.

*Haskell + White LLP*

HASKELL & WHITE LLP

March 28, 2012



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DEPUTY DIRECTOR OF COMMUNITY SERVICES

DATE: April 3, 2012

SUBJECT: **ACCEPTANCE OF CONSTRUCTION WORK BY UNION CONSTRUCTION COMPANY FOR THE GOMEZ COMMUNITY CENTER RENOVATION PROJECT**

FISCAL IMPACT:

EXPENSE:	\$436,293.00	CONSTRUCTION
OFFSETTING REVENUE:	\$436,293.00	CDBG & PARK DEVELOPMENT
BUDGETED:	\$436,293.00	(ACCOUNT NO.: 333554-6185 J/L 6107040133)

### **SUMMARY:**

The project involved renovating the floors, doors, windows, kitchen, restrooms, activity rooms and creating approximately 1,000 square feet of additional space in the Gomez Community Center. This action authorizes filing of a "Notice of Completion" with the Office of the Orange County Clerk-Recorder's in the amount of \$436,293.00 and approves final payments to Union Construction Company.

### **RECOMMENDATION:**

It is recommended that the City Council take the following actions:

1. Accept the contract work by Union Construction Company for the Gomez Community Center Renovation Project in the total amount of \$436,293.00, and
2. Authorize the City Administrator or designee to file a Notice of Completion with the Office of the Orange County Clerk-Recorder's for the Project, and
3. Authorize the City Administrator or his designee to release the retention in accordance with the terms of the contract.

### **DISCUSSION:**

On August 2, 2011, the City Council awarded a contract to Union Construction for the Gomez Community Center Renovation Project. The project was completed on March 26, 2012 installing new floors, doors, windows, upgrading the kitchen, upgrading the restrooms, and creating approximately 1,000 square feet of additional activity space in the facility. The project has greatly improved the building creating more opportunities to support multiple programs and events such as tutoring, Friendly Center Services, recreation programs, community meetings, and rentals. The City is prepared to accept the contractor's work and file a Notice of Completion with the Office of the Orange County Clerk-Recorder for this project. In addition, staff is prepared to release all amounts held in retention, totaling \$43,629.30.

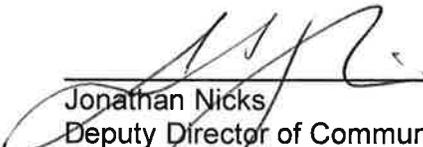
**1.f.**  
**April 3, 2012**

**FISCAL IMPACT:**

The City utilized funds from the Community Development Block Grant program and Park Development funds for the total project cost of \$436,293.00. No City General Funds were used or allocated towards this project.

Prepared by:

Reviewed and approved:

  
\_\_\_\_\_  
Jonathan Nicks  
Deputy Director of Community Services

  
\_\_\_\_\_  
Troy L. Butzlaff, ICMA-CM  
City Administrator

Reviewed by:

  
\_\_\_\_\_  
Stephen D. Pischel  
Director of Administrative and Community Services

Attachment: Notice of Completion



**DO NOT RECORD**

**REQUIREMENTS AS TO NOTICE OF COMPLETION**

A notice of completion must be filed for record WITHIN 10 DAYS after completion of the work of improvement (to be computed exclusive of the day of completion), as provided in Civil code Section 3093.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in-interest at the date the notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in two or more persons as joint tenants or tenants in common, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one co-tenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

Note that any Notice of Completion signed by a successor in interest shall recite the names and addresses of his transferor or transferors.

In paragraphs 3 and 5, the full address called for should include street number, city, county and state.

As to paragraphs 6 and 7, this form should be used only where the notice of completion covers the work of improvement as a whole. If the notice is to be given only of completion of a particular contract, where the work of improvement is made pursuant to two or more original contracts, then this form must be modified as follows (1) Strike the words "A work of improvement" from paragraph 6 and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g., "The foundations for the improvements"); (2) Insert the name of the contractor under the particular contract in paragraph 7.

In paragraph 7 of the notice, insert the name of the contractor for the work of improvement as a whole. No contractor's name need be given if there is no general contractor, e.g., on so-called "owner-builder jobs."

In paragraph 8, insert the full, legal description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 9, show the street address, if any, assigned to the property by any competent public or governmental authority.

This standard form covers most usual problems in the field indicated. Before you sign, read it, fill in all blanks, and make changes proper to your transaction. Consult a lawyer if you doubt the form's fitness for your purpose.





# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF PUBLIC WORKS

DATE: APRIL 3, 2012

SUBJECT: APPROVE RESOLUTION TO ADOPT ESTABLISHMENT OF AN OVERALL ANNUAL ANTICIPATED DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION LEVEL (AADPL) GOAL OF 8% FOR FEDERAL FISCAL YEAR 2011/12

FISCAL  
IMPACT: NONE

### **SUMMARY:**

In order to maintain eligibility to receive federal transportation funds, the City is required to establish an Annual Anticipated Disadvantaged Business Enterprise Participation Level (AADPL) and corresponding Availability Advisory Percentages for Disadvantaged Business Enterprise (DBE) participation on U.S. Department of Transportation (DOT)-assisted contracts for Federal Fiscal Year 2011/12.

### **RECOMMENDATION:**

It is recommended that the City Council take the following actions:

1. Adopt Resolution R-2012- "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACENTIA APPROVING AND ADOPTING THE ANNUAL ANTICIPATED DBE PARTICIPATION LEVEL (AADPL) OF 8% FOR FEDERAL FISCAL YEAR (FFY) 2011/2012" establishing the Overall Annual DBE Participation Level of 8% for Federal Fiscal Year 2011/12 (covering the period of October 1, 2011 through September 30, 2012).
2. Authorize the Mayor or City Administrator to execute all implementing DBE documents on behalf of the City to facilitate timely submission to the California Department of Transportation.

### **DISCUSSION:**

On May 1, 2006, the City of Placentia implemented a wholly race-neutral Disadvantaged Business Enterprise (DBE) program in accordance with directives issued by the California Department of Transportation (Caltrans). The directive was

**1.g.  
April 3, 2012**

ANNUAL DBE PARTICIPATION LEVEL

APRIL 3, 2012

Page 2 of 2

issued as a result of a decision from the Ninth Circuit Court of Appeals and guidelines promulgated by the Federal Highway Administration (FHWA) in response to that decision. The decision mandated that evidence of discrimination in the transportation contracting industry must be documented in order to implement a DBE race-conscious program. After careful analysis, Caltrans and FHWA concluded that the Caltrans lacked sufficient evidence to satisfy the strict scrutiny and newly established evidentiary standards established by the Ninth Circuit to request a waiver from US DOT to continue its use of race-conscious measures to meet the State's Overall DBE Goal.

To provide evidence of discrimination in the transportation contracting industry, Caltrans prepared an "Availability and Disparity Study" that revealed Caltrans should return to a Race Conscious DBE Program. The Disparity Study results indicated "statistically significant" underutilization in four of the six groups presumed to be disadvantaged as defined by the Code of Federal Regulations, 49 CFR Part 26. The four groups were African American, Asian Pacific American, Native American and Women. Hispanic Male and Subcontinent Asian male groups did not show statistically significant underutilization. The Disparity Study results require local agencies to split out their AADPLs into Race Neutral and Race Conscious portions. The Race Conscious portion of the AADPL is limited to the four underutilized groups. The Race Neutral portion of the AADPL is inclusive of all six groups. The Federal Highway Administration requires all local agencies receiving federal-aid funds through Caltrans must use a race-conscious DBE Program.

The City did not have previous plans to use Federal Funds requiring a DBE submittal during the current Federal Fiscal Year, however as a result of future projects potentially using these funds the City has established an AADPL of 8% for FFY 2011/12 for its DOT-assisted contracts. The "DBE Availability Advisory Percentages" represent the level of DBE participation that could reasonably be expected on individual federal-aid contracts.

**FISCAL IMPACT:**

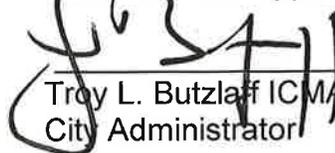
There is no fiscal impact.

Submitted by:



Steve Drinovsky  
Director of Public Works

Reviewed and approved:



Troy L. Butzlaff ICMA-CM  
City Administrator

Attachments:

1. Resolution R-2012-
2. Interim Exhibit 9-B

RESOLUTION NO. R-2012-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PLACENTIA APPROVING AND ADOPTING THE ANNUAL  
ANTICIPATED DBE PARTICIPATION LEVEL (AADPL) OF 8%  
FOR FEDERAL FISCAL YEAR (FFY) 2011/12

A. Recitals.

(i) The City Council of the City of Placentia, California (the "City") hereby finds, determines, declares, and resolves as follows:

(ii) The City of Placentia is required to develop and submit an Annual Anticipated DBE Participation Level (AADPL), including DBE Availability Advisory Percentages for DOT-assisted contracts, as a condition of federal financial assistance, pursuant to the State of California's Department of Transportation's (Caltrans) Race-Conscious Program directives; and

(iii) In accordance with DBE regulations, the City of Placentia has developed a narrowly tailored Annual Anticipated DBE Participation Level (AADPL) of 8% for FFY 2011/12; and

(iv) City Council adoption is required to ensure compliance with Department of Transportation federal funding requirements, provisions and financial responsibilities; and

B. Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Placentia City Council does hereby adopt the Annual Anticipated DBE Participation Level (AADPL) goal of 8% for FFY 2011/12; authorize the Mayor to execute this resolution and submit such to Caltrans, on behalf of the City of Placentia; and authorize the Mayor or City Engineer to execute any implementing documents on behalf of the City.

PASSED and ADOPTED this 3<sup>rd</sup> day of April 2012.

---

JEREMY B. YAMAGUCHI, MAYOR

ATTEST:

PATRICK J. MELIA, City CLERK

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, PATRICK J. MELIA, City Clerk of the City of Placentia, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Placentia, held on the 3rd day of April, 2012, by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

PATRICK J. MELIA, CITY CLERK

APPROVED AS TO FORM:

ANDREW V. ARCZYNSKI, CITY ATTORNEY

## INTERIM EXHIBIT 9-B LOCAL AGENCY DBE ANNUAL SUBMITTAL FORM

April 4, 2012

The information for exhibit 9-B presented herein, in accordance with Title 49 of the Code of Federal Regulations (CFR), Part 26, and the State of California Department of Transportation Disadvantaged Business Enterprise (DBE) Program Plan.

The City of Placentia, submits our annual 9-B information for the Federal Fiscal Year 2011/2012, beginning on October 1, 2011 and ending on September 30, 2012.

### Disadvantaged Business Enterprise Liaison Officer (DBELO)

The City of Placentia (DBELO) is Michael McConaha, 401 East Chapman Avenue, Placentia, CA 92870, phone number 714-993-8131, fax number 714-961-0283 and email address is mmconaha@placentia.org.

### Planned Race Neutral Measures

(Please detail the race neutral measures your local agency plans to implement for the upcoming Federal Fiscal Year per 49 CFR, Part 26.51 and Section V of the California Department of Transportation DBE Program Implementation Agreement for Local Agencies.)

Race-neutral means include, but are not limited to, the following:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE, and other small businesses, participation (e.g., unbundling large contracts to make them more accessible to small businesses, requiring or encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces);
2. Providing assistance in overcoming limitations such as inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing);
3. Providing technical assistance and other services;
4. Carrying out information and communication programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists of bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate);
5. Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses;
6. Providing services to help DBEs, and other small businesses, improve long-term development, increase opportunities to participate in a variety of types of work, handle increasingly significant projects, and achieve eventual self-sufficiency;
7. Establishing a program to assist new, start-up firms, particularly in fields in which DBE participation has historically been low;
8. Ensuring distribution of your DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors; and
9. Assisting DBEs, and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

Prompt Pay

Federal regulation (49 CFR 26.29) requires one of three methods be used in federal-aid contracts to ensure prompt and full payment of any retainage kept by the prime contractor or subcontractor to a subcontractor. (Attached is a listing of the three methods. On the attachment, please designate which prompt payment provision the local agency will use.)

Prompt Pay Enforcement Mechanism

49 CFR, Part 26.29(d) requires providing appropriate means to enforce prompt payment. These means may include appropriate penalties for failure to comply with the terms and conditions of the contract. The means may also provide that any delay or postponement of payment among the parties may take place only for good cause with the local agency's prior written approval.

The City of Placentia shall require contractors and subcontractors to be timely paid as set forth in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10-days is applicable unless a longer period is agreed to in writing. Any delay or postponement of payment over 30 days may take place only for good cause and with the agency's prior written approval. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies of that Section. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance, and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeremy B. Yamaguchi, Mayor  
City of Placentia

\_\_\_\_\_  
714-993-8117  
Phone Number

\_\_\_\_\_  
(Signature of Caltrans District Local Assistance Engineer [DLAE])

\_\_\_\_\_  
Date

## (Attachment)

**Prompt Payment of Withheld Funds to Subcontractors**

Federal regulation (49 CFR 26.29) requires one of the following three methods be used in federal-aid contracts to ensure prompt and full payment of any retainage kept by the prime contractor or subcontractor to a subcontractor.

Please check the box of the method chosen by the local agency to ensure prompt and full payment of any retainage.

- Method 1:** No retainage will be held by the agency from progress payments due to the prime contractor. Prime contractors and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
- Method 2:** No retainage will be held by the agency from progress payments due the prime contractor. Any retainage kept by the prime contractor or by a subcontractor must be paid in full to the earning subcontractor in 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
- Method 3:** The agency shall hold retainage from the prime contractor and shall make prompt and regular incremental acceptances of portions, as determined by the agency of the contract work and pay retainage to the prime contractor based on these acceptances. The prime contractor or subcontractor shall return all monies withheld in retention from all subcontractors within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the agency. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating prime contractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative or judicial remedies otherwise available to the contractor or subcontractor in the event of: a dispute involving late payment or nonpayment by the contractor; deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL

FROM: CITY ADMINISTRATOR

DATE: APRIL 3, 2012

SUBJECT: APPROVE NOTICE TO PROCEED WITH BAKER NOWICKI DESIGN STUDIO FOR PHASE II OF ARCHITECTURAL SERVICES RELATED TO THE DOWNTOWN PARKING STRUCTURE

FISCAL IMPACT: EXPENSE: Phase II -- \$115,075 Total Contract -- \$328,786 (ACCOUNT #333552-6015)  
REVENUE: \$300,000 Gas Tax Bond Proceeds and \$28,786 Community Facilities District

### **SUMMARY:**

On December 6, 2011 the City Council awarded a contract to Baker Nowicki Design Studio for architectural services related to the design of a downtown parking structure. The downtown parking structure, which is being designed to accommodate a minimum of 350 parking stalls, represents a significant part of the City's overall parking plans to satisfy its obligations to provide at least 450 parking spaces for the proposed Metrolink Station. The design contract awarded to Baker Nowicki was broken into two phases. Phase I, which entailed the design of schematic drawings and an estimate of probable construction costs, is now complete. Completion of Phase I satisfies the requirement to submit 35% design drawings to Orange County Transportation Authority (OCTA) by March 31, 2012. Baker Nowicki Design Studio is now prepared to proceed with Phase II, which includes the preparation of full and complete working drawings and construction cost estimates for all aspects of the parking structure including: structural; system; mechanical and electrical systems; vehicle detector loop locations; bollards and protective devices; security systems; parking technology requirements; and design, proposed materials and products sheets. Completion of this phase will satisfy the requirement to submit 100% working drawings and specifications for the parking structure to OCTA by August 31, 2012. This action authorizes City staff to issue a Notice to Proceed to the design firm for Phase II (Construction Documents) of the Project in an amount not-to-exceed \$115,075.

### **RECOMMENDATION:**

It is recommended that the City Council take the following action:

1. Authorize staff to issue a Notice to Proceed to Baker Nowicki Design Studio for Phase II (Construction Documents) of the Project in an amount not-to-exceed \$115,075.

### **DISCUSSION:**

The City has been working with the Orange County Transportation Authority (OCTA) for a number of years on the design and construction of a Metrolink Station in the City's downtown business area. The Metrolink Station is scheduled to commence construction in 2013 and is anticipated to be completed in early 2015.

As one of the development conditions to construct this station, OCTA is requiring that the City secure a minimum of 450 parking spaces. To help satisfy this parking requirement, the City has purchased several parcels of land throughout the downtown area over the past few years that can be used for both surface and structured parking.

**1.h.**  
**April 3, 2012**

On December 6, 2011, the City Council awarded a contract to Baker Nowicki Design Studio for architectural services related to the design of a 350-stall downtown parking structure on City-owned property off of Main Street adjacent to the proposed Metrolink Station. Construction of this parking structure will not only enable the City to largely satisfy its parking obligation to OCTA for the Metrolink Station, but the parking structure will also provide additional parking opportunities for downtown businesses. The design firm's scope of services was broken into two phases, each requiring a notice to proceed before commencing work. Phase I, which entailed the design of schematic drawing including and an estimate of probable costs, is now complete. A site plan showing the proposed layout of the parking structure, ground floor plan reflecting ingress and egress, and several perspective views of the parking structure are attached. A complete set of the 35% conceptual drawings have been delivered to OCTA and are on file in the Public Works Department.

Phase II of the project is much more complex and labor intensive. This phase includes the preparation of full and complete working drawings and construction cost estimates for all aspects of the parking structure including: structural; system; mechanical and electrical systems; vehicle detector loop locations; bollards and protective devices; security systems; parking technology requirements; and design, proposed materials and products sheets. Phase II costs are \$115,075.

Baker Nowicki Design Studio is prepared to proceed with Phase II upon written authorization to proceed. Staff is recommending that the City Council authorize City staff to issue a Notice to Proceed to the design firm for Phase II (Construction Documents). By issuing a Notice to Proceed for Phase II at this time the City will keep the project on schedule and insure the delivery of 100% working drawings to OCTA by the imposed August 31, 2012 deadline.

**FISCAL IMPACT:**

The total cost for all phases, including agency permitting and construction administration, is \$328,786. Funding for this contract has been allocated from the Gas Tax Bond that the City Council approved last year, as well as the Community Facilities District Fund.

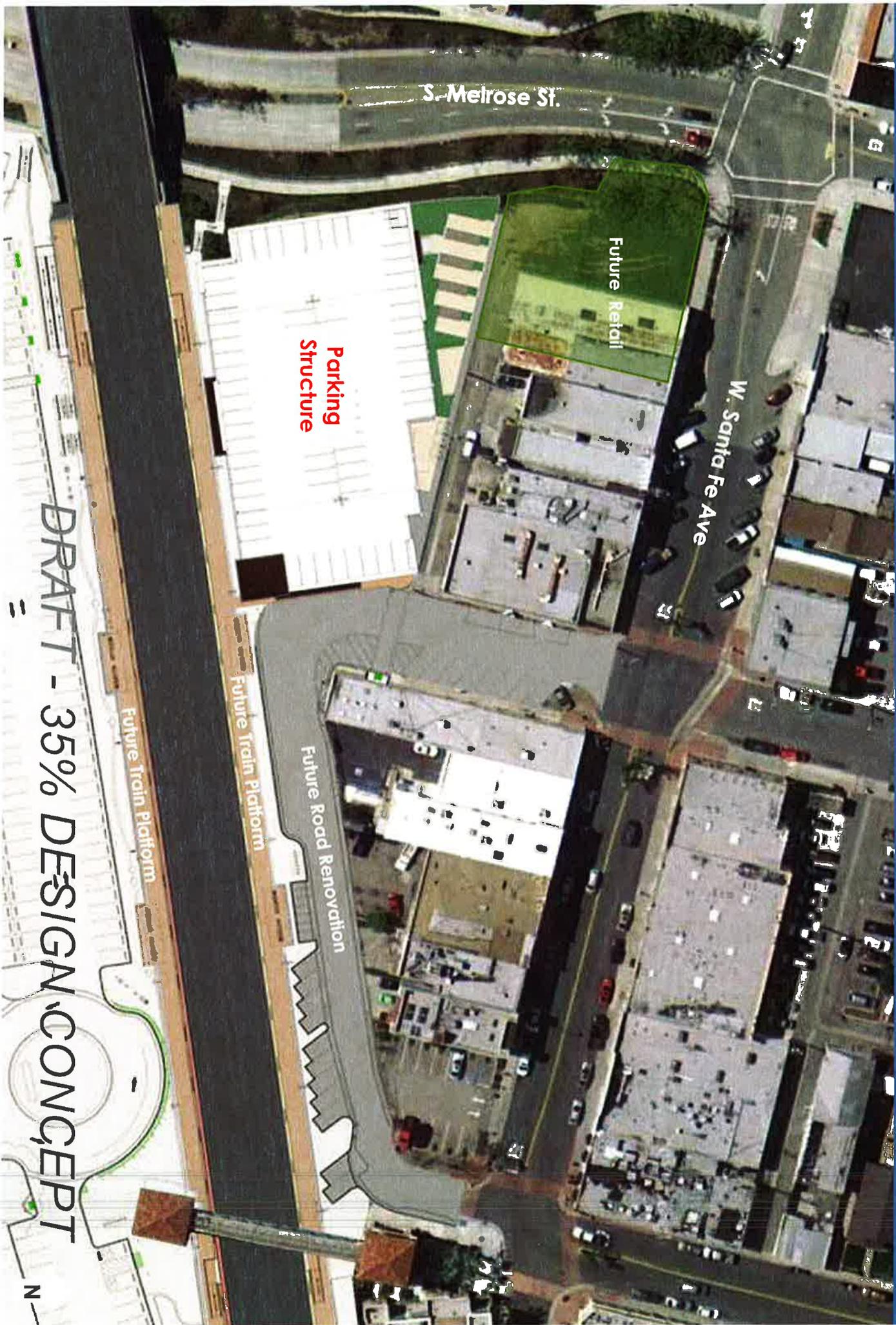
Prepared and Approved by:

  
\_\_\_\_\_  
Troy L. Butzlaff, ICMA-CM  
City Administrator

Attachment: Site Plan and Perspective Views of Parking Structure

# Site Plan -- Placentia Parking Structure

**BakerNowicki**  
Engineering & Architecture

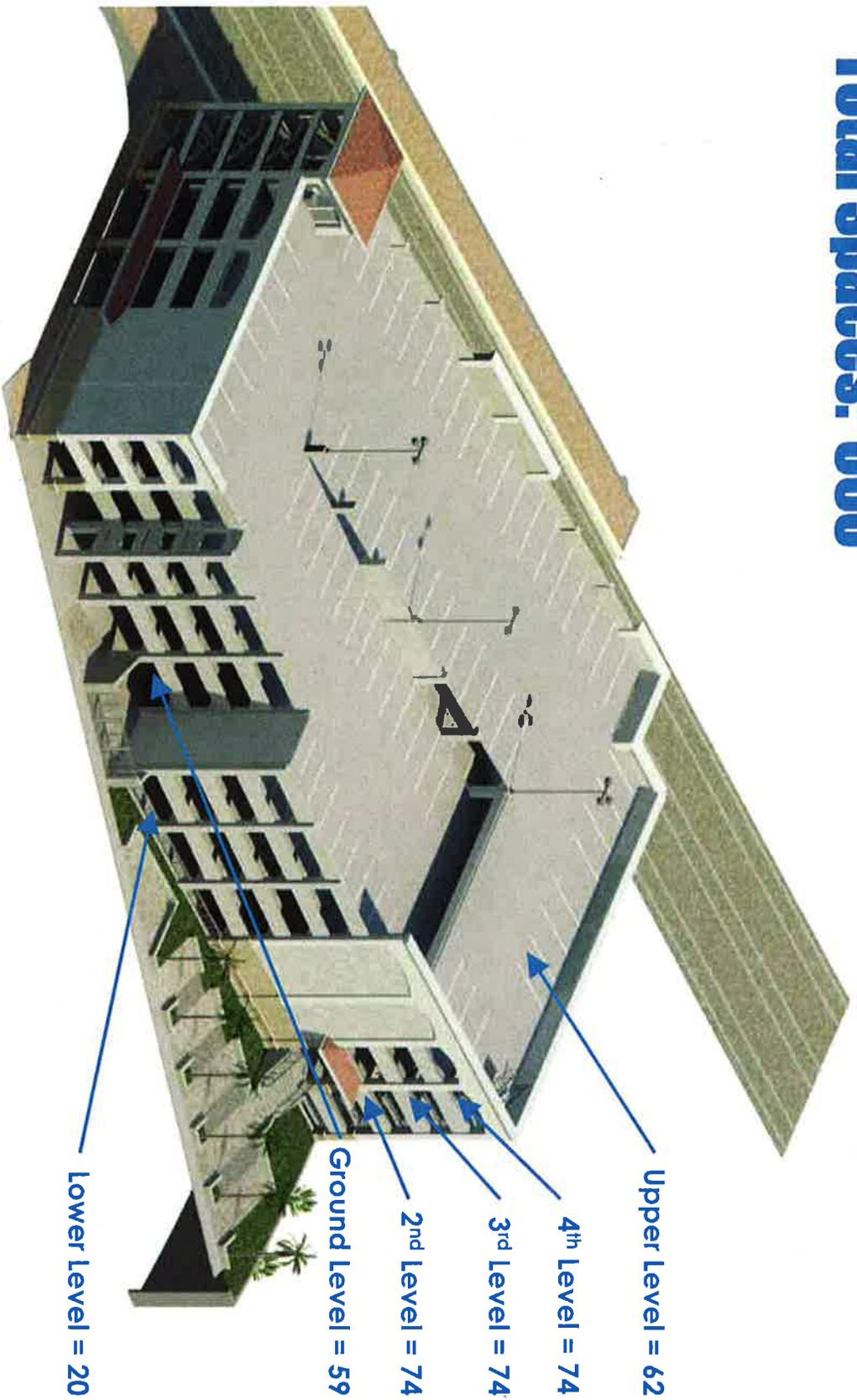


DRAFT - 35% DESIGN CONCEPT

N

# Overall Parking Structure

## TOTAL SPACES: 363



Levels: 5

Size: 126,593 SF

Height:

Top of Parapet 52'

Top of Elevator 59'

Accessible Spaces: 8

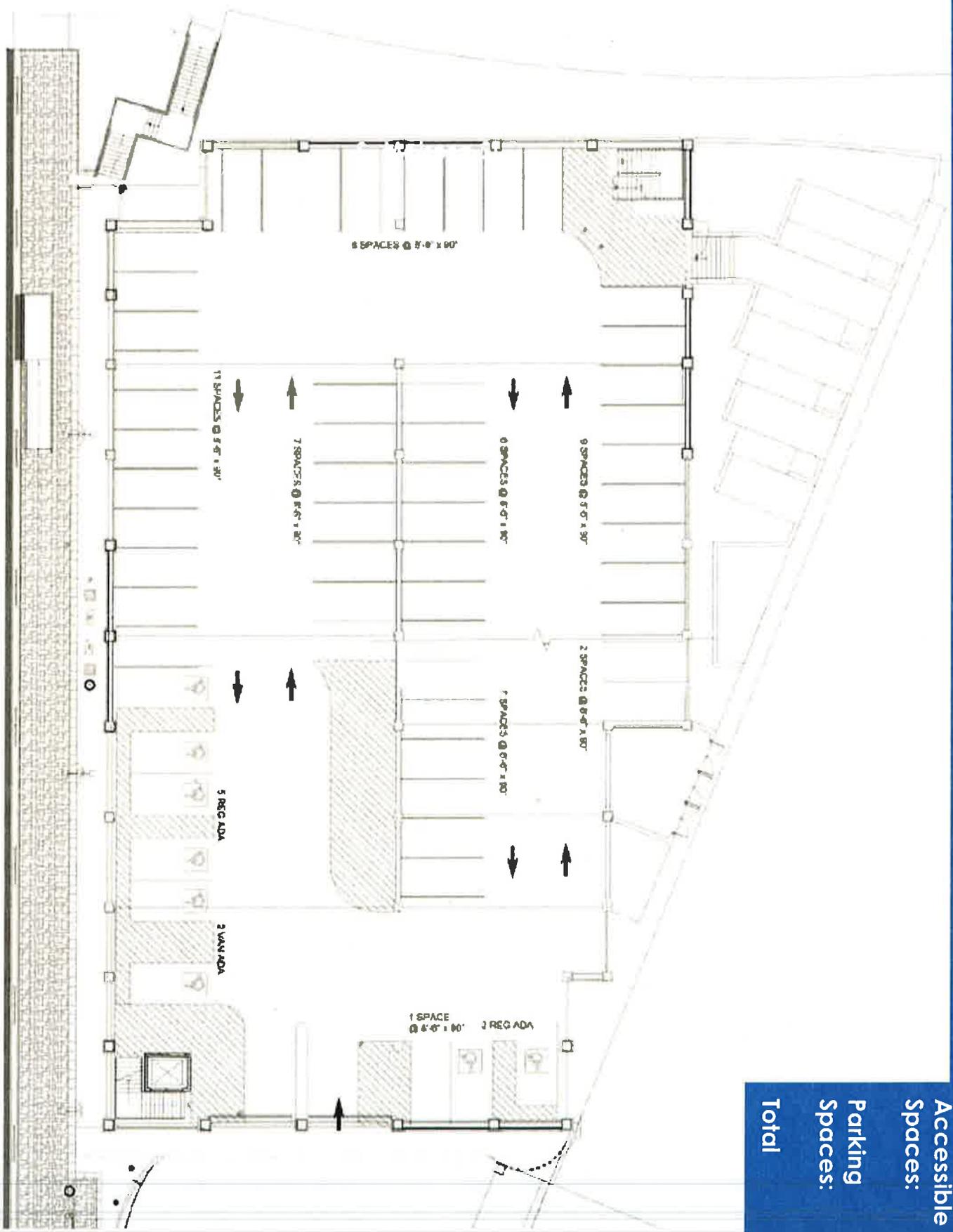
Parking Spaces: 355

Total Spaces 363

DRAFT - 35% DESIGN CONCEPT

# Ground Floor Plan

## DRAFT - 35% DESIGN CONCEPT

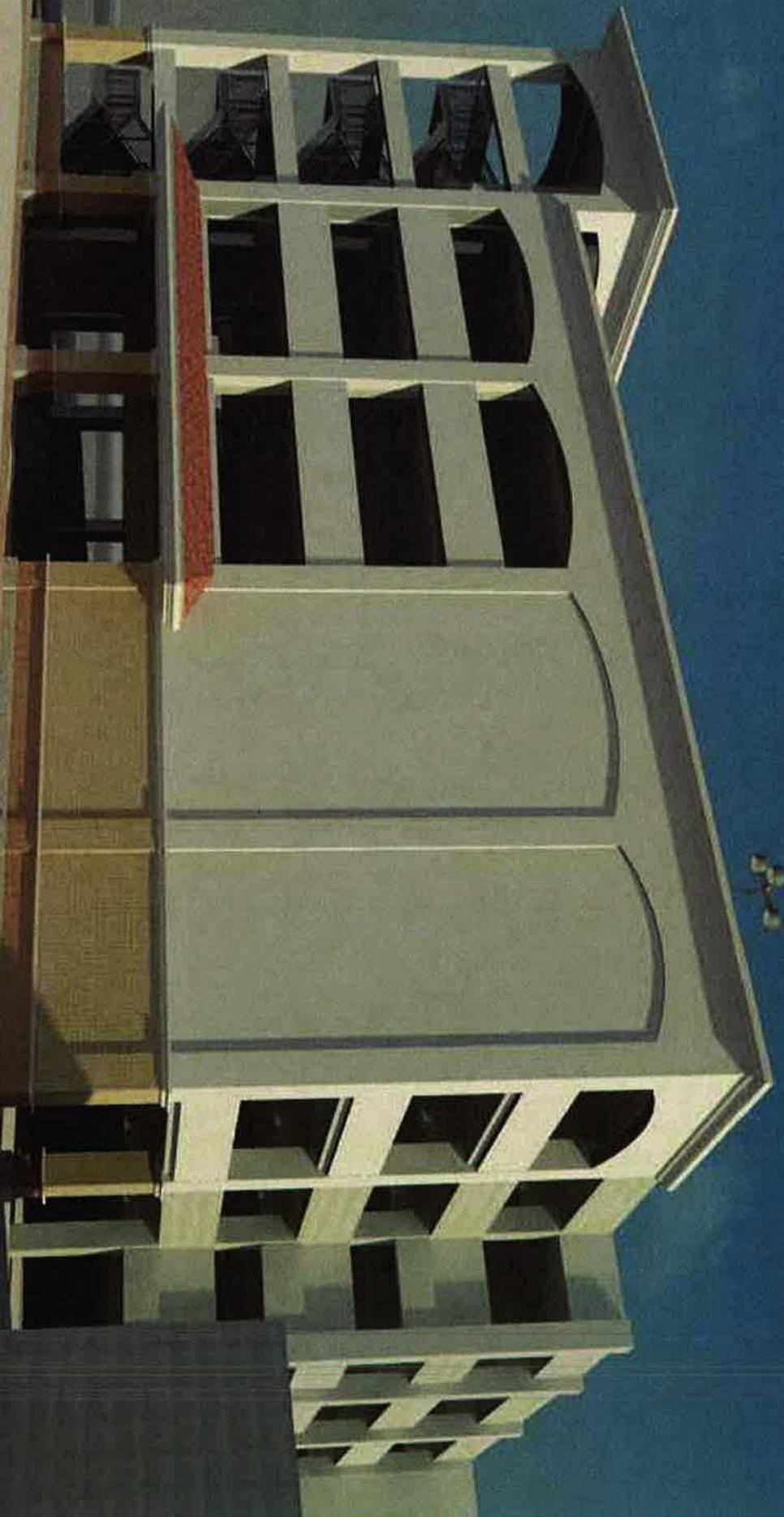


Accessible Spaces:	8
Parking Spaces:	51
Total	59



# Drive Entry Perspective

**BakerNowicki**  
design studio



DRAFT - 35% DESIGN CONCEPT

# Walkway Entry Perspective

DRAFT - 35% DESIGN CONCEPT

**BakerNowicki**  
designstudio



# Train Track Perspective

*DRAFT - 35% DESIGN CONCEPT*

**BakerNowicki**  
design studio





# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL

VIA: CITY ADMINISTRATOR

FROM: DIRECTOR OF ADMINISTRATIVE SERVICES  
AND COMMUNITY SERVICES

DATE: APRIL 3, 2012

SUBJECT: RESOLUTION ADOPTING THE ESTABLISHMENT OF A LEAVE BANK  
CONVERSION PROGRAM FOR UNREPRESENTED MANAGEMENT AND  
MID-MANAGEMENT EMPLOYEES

FINANCIAL

IMPACT: REDUCTION OF FUTURE LEAVE BANK LIABILITY  
ADMINISTRATION EXPENSE OF \$720/YEAR

### **SUMMARY:**

MidAmerica Administrative and Retirement Plan Solutions, Inc., through Envoy Plan Services, Inc., is providing the City with a Leave Bank Conversion Program that will help reduce the liability of accrued leave bank hours. The Leave Bank Conversion Program is deemed a Special Pay Plan by Envoy and approved through the IRS as a 401(a) plan. In order to participate in the program, the City must approve a resolution that establishes the program for specific employee groups. Both the unrepresented Management and Mid-Management employee groups have agreed to participate in the plan. Additional groups may be added in the future through negotiations and City Council approval.

### **RECOMMENDATION:**

It is recommended that City Council take the following action:

1. Adopt Resolution No. R-2012-\_\_\_\_, A Resolution of the City Council of the City of Placentia, California, adopting the establishment of the 401(a) Special Pay Plan for unrepresented management and mid-management employees.

### **DISCUSSION:**

As the City continues to explore progressive and innovative means to help reduce the financial burdens that are currently borne by the City when an employee separates from service, Staff is presenting for Council consideration a Leave Bank Conversion Program. The Leave Bank Conversion Program allows employees to contribute unused bank hours into a retirement savings plan. The current proposal would require the entire Management and Mid-Management group, which is currently comprised of eighteen (18) employees, to contribute any hours in excess of 260 hours into the bank annually. The hours contributed would be reduced in value by twenty percent, which assists in lowering the City's total exposure. In addition to lowering the exposure, a new hard cap on leave banks would be established at the 260 hour total.

**4.a.**  
**April 3, 2012**

The funds would be invested in a guaranteed interest annuity with American United Life Insurance Company, a One America Financial Partner. The interest rate of return for the year 2012 is 2.70% with a guarantee to be no less than 2.5% through 2014. Should the employee separate from the organization, the account would be portable and accessible.

Envoy Plan Services is currently the only plan provider offering this plan and services to school districts and municipalities.

**FISCAL IMPACT:**

There will be a savings in leave liability payments as well as a lowering of long-term liability with the creation of lower leave bank caps. The City administrative costs for the program will be \$40 per participant per year, with administrative costs totaling \$720 dollars per year for all current participants. The administrative costs will be funded through the twenty percent leave bank reduction. Upon separation the entire \$40 per year administrative cost will be borne by the employee.

Prepared and submitted by:

Reviewed and approved by:



\_\_\_\_\_  
Stephen D. Pischel,  
Director of Administrative Services  
and Community Services



\_\_\_\_\_  
Troy L. Butzlaff, ICMA-CM  
City Administrator

Attachments: Resolution No., R-2012-\_\_\_\_  
Special Pay Plan Summary

RESOLUTION NO. R-2012-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PLACENTIA, CALIFORNIA, ADOPTING THE ESTABLISHMENT OF  
THE 401(a) SPECIAL PAY PLAN FOR UNREPRESENTED  
MANAGEMENT AND MID-MANAGEMENT EMPLOYEES**

**A. Recitals.**

(i). Employees separating from service with the City of Placentia are paid the leave bank hours accrued and not used at the time of retirement or resignation.

(ii). Such payments are subject to Social Security taxes and Federal and State taxes at the supplemental rate.

(iii). These leave bank payments can be deposited in a 401(a) plan as an employer contribution.

(iv). Employees that separate from service at the age of 55 or older may withdraw these funds from the 401(a) plan immediately without incurring excise tax penalties.

(v). The employee groups that have agreed to participate in this plan, Unrepresented Management and Mid-Management, will do so effective on or after April 28, 2012.

(vi). The employee groups not participating as of April 28, 2012 may elect, at a later date to participate in the plan.

**B. Resolution.**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. In all respects as set forth in the Recitals, Part A., of this Resolution.

2. This City Council does hereby adopt the establishment of the 401(a) Special Pay Plan through Envoy Plan Services, Inc. and with plan administration provided by MidAmerica Administrative and Retirement Plan Solutions, Inc.

PASSED AND ADOPTED this 3rd day of April, 2012.

JEREMY YAMAGUCHI, MAYOR

ATTEST:

PATRICK J. MELIA, CITY CLERK

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, Patrick J. Melia, City Clerk of the City of Placentia, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Placentia, held on the 3rd day of April, 2012, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

PATRICK J. MELIA,  
CITY CLERK

APPROVED AS TO FORM:

ANDREW V ARCZYNSKI,  
CITY ATTORNEY

# City of Placentia Special Pay Plan

## Plan Highlights

**Effective Date:** The effective date of the Plan is April 28, 2012.

**Limitation Year:** The Limitation Year is based on a calendar year.

**Eligibility:** All employees automatically become a participant in the Plan upon satisfying the following conditions:

- All employees in the following employee groups:
  - Management and Mid-Management

**Contribution Types:** Mandatory Employer contributions as described below:

- Current accumulated unused leave bank as of 04/28/2012 in excess of 260 hours will have a factor of 0.80 applied resulting in 80% of the excess leave bank to be paid into the Plan in five (5) equal annual contributions; upon separation from service 100% of any remaining balance will be paid into the Plan; and
- At the end of each succeeding calendar quarter, the accumulated leave bank will be audited, and leave bank in excess of 260 hours will have a factor of 0.80 applied resulting in 80% of the excess leave bank to be paid into the Plan; and
- Floating Holiday hours will be paid into the Plan at 100% annually; and
- Separation from Service:
  - Employees age 55 and older on the date of separation: The first 260 hours of unused accumulated leave bank will be paid into the Plan at 100%; and all unused accumulated leave bank in excess of 260 hours will have a factor of 0.80 applied resulting in 80% of the excess leave bank to be paid into the Plan; and
  - Employees age 54 and younger on the date of separation: The first 260 hours of unused accumulated leave bank will be paid in cash at 100%; and all unused accumulated leave bank in excess of 260 hours will have a factor of 0.80 applied resulting in 80% of the excess leave bank to be paid into the Plan.
- Where applicable, leave bank hours in excess of 80% will have a value of zero (\$0).
- Leave bank includes Vacation, Exceptional Vacation, Floating Holiday, Comp Time, and FLSA

**Contribution Limit:** IRC Section 415 limit of \$50,000 for calendar year 2012; as indexed annually by IRS.

**Contribution Frequency:** Annual, quarterly and discretionary Employer contributions may be made into the Plan subject to maximum annual contribution limits.

**Investments:** Funds are invested in a guaranteed interest annuity with American United Life Insurance Company, a OneAmerica Financial Partner (AUL). The interest rate may change annually each January; in 2012 the rate is 2.70% and is guaranteed to be not less than 2.5% through 2014. Thereafter, the interest rate is guaranteed never to fall below the standard NAIC rate. The interest guarantees are based on the claims paying ability of AUL, rated A (Excellent).

**Distribution Options:** Distribution payments must be a minimum of \$500 unless available funds are less than \$500. Any benefit payable which is not more than \$500 shall be paid in a lump sum. The following forms of distributions are permitted for amounts over \$500:

- Installments – annually, quarterly, or monthly
- Lump Sum Distribution

**Loan Policy:** The maximum loan amount cannot exceed 50% of your vested account balance or \$50,000 coordinated with all plans sponsored by the Employer; minimum loan amount cannot be less than \$1,000; and only one (1) outstanding loan is permitted at any time.

**Reports:** Annual statements are mailed approximately 6 to 8 weeks after your plan year end; and 24/7 Internet access.

**Plan Type:** Internal Revenue Code Section 401(a)

**Contact:** To access account information, request forms, or for plan related questions, contact MidAmerica toll-free at (800) 430-7999 or via the Internet at [www.midamerica.biz](http://www.midamerica.biz). For local plan information and questions contact Envoy Plan Services, Inc. toll-free at 800-248-8858 ext. 251 or via email [SpPay@envoyplanservices.com](mailto:SpPay@envoyplanservices.com).

**Please mail all forms to:** MidAmerica Administrative & Retirement Solutions, Inc., Attn: SP ADMIN,  
211 E. Main Street, Suite 100, Lakeland, FL 33801.

**Please refer to the Plan Document for more information on the Plan. In the event of a discrepancy, the Plan Document will prevail.**



# Placentia City Council

## AGENDA REPORT

TO: CITY COUNCIL  
VIA: CITY ADMINISTRATOR  
FROM: ASSISTANT CITY ADMINISTRATOR  
DATE: APRIL 3, 2012  
SUBJECT: **FORMATION OF AN ECONOMIC DEVELOPMENT COMMITTEE**

FISCAL  
IMPACT: NOMINAL STAFF COSTS RESULTING FROM MEETING PARTICIPATION AND PREPARATION.

### **SUMMARY:**

At the February 7, 2012 City Council meeting, it was requested by Councilmember Scott Nelson that the City Administrator review the creation of a City Council appointed committee to deal with economic development issues within the City. This action would adopt a resolution creating the Economic Development Committee and establish bylaws that set up a process in which to make appointments to the committee.

### **RECOMMENDATION:**

It is recommended that the City Council take the following action:

- 1.) Review and discuss the formation of an Economic Development Committee;
- 2.) Adopt Resolution R-2012-\_\_\_\_, "A Resolution of the City Council of the City of Placentia Establishing an Economic Development Committee;" and,
- 3.) Approve the bylaws for the Economic Development Committee and authorize City Staff to take necessary action regarding appointment process of said Committee members.

### **DISCUSSION:**

On February 7, 2012, Councilmember Scott Nelson requested, and the City Council concurred, to direct the City Administrator to research and bring back a proposal to establish an economic development committee. The purpose of the proposed Economic Development Committee is to advise the City Council on business issues and to design, develop, and implement a comprehensive economic development program for the City of Placentia.

As proposed, the Economic Development Committee would be composed of nine (9) regular members and two (2) alternate members appointed by the Mayor and approved by the City Council. Committee members and alternates need not be Placentia residents, but must represent a business located in Placentia. The Committee shall be comprised of one representative from each of the following organizations and/or groups:

**4.b.**  
**April 3, 2012**

Establishment of an Economic Development Committee

April 3, 2012

Page 2 of 2

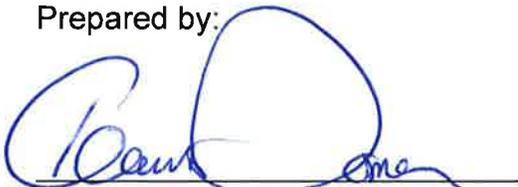
- Placentia Chamber of Commerce (Two Members)
- Placentia Yorba Linda Unified School District
- Real Estate Industry
- Hotels/Accommodations
- Restaurants

And one representative from each of the following business categories:

- Retail Business
- Manufacturing Business
- Service Industry

Economic development activities are deemed to be a critical need within the City of Placentia in order to establish a consistent and effective emphasis on business assistance and financial stability for City revenues, primarily through the development and retention of sales tax generating businesses. Historically, the City has been considered a higher quality bedroom community with a larger industrial base. Commercially zoned land use is comparatively minimal and opportunities for enhancing the commercial viability of available and underutilized land uses need to be planned carefully to maintain the high residential character of the City while increasing its underlying fiscal position. The creation of the Economic Development Committee will provide the needed community representation and assist the City Council in future decisions regarding economic development needs. The Committee will be subject to the Ralph A. Brown Act and all meetings will be duly noticed and open to the public.

Prepared by:



Kenneth A. Domer  
Assistant City Administrator,  
Development Services

Reviewed and approved by:



Troy L. Butzlaff, ICMA-CM  
City Administrator

Attachments:

Resolution R-2012-\_\_\_\_  
Draft bylaws

**RESOLUTION NO. R-2012-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACENTIA,  
CALIFORNIA, ESTABLISHING AN ECONOMIC DEVELOPMENT COMMITTEE.**

**A. Recitals.**

(i). The City Council has determined that the establishment of a standing committee regarding economic development will be beneficial to the City.

(ii). The provisions of the Ralph M. Brown Act shall apply to the Economic Development Committee as a standing committee of the City Council.

(iii). All legal prerequisites to the adoption of this Resolution have occurred.

**B. Resolution.**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. In all respects as set forth in the Recitals, Part A., of this Resolution.

2. The purpose of the Economic Development Committee is to advise the City Council on business issues and to design, develop, and implement a comprehensive economic development program for the City of Placentia.

3. The Economic Development Committee will be composed of nine (9) regular members and two (2) alternate members appointed by the Mayor and approved by the City Council. The City Council determined that Committee members and alternates need not be Placentia residents, but must represent a business located in Placentia.

4. The Economic Development Committee shall be comprised of one representative from each of the following organizations and/or groups: Placentia Chamber of Commerce (Two Members); Placentia Yorba Linda Unified School District; Real Estate Industry; Hotels/Accommodations; Restaurants; and one representative from each of the following business categories: Retail Business; Manufacturing Business; and Service Industry.

5. The term of office for the Economic Development Committee members and treatment of vacancies shall be as provided for in the City Council approved bylaws.

6. The Economic Development Committee shall hold regular meetings on the 4<sup>th</sup> Tuesday of each month, at 6:00 p.m. The Committee shall not meet during the months of July and December. Meeting times and locations may be amended, as needed, through amendment by the City Council.

7. The provisions of the Ralph M. Brown Act shall apply to the Economic Development Committee as a standing committee of the City Council.

PASSED, ADOPTED AND APPROVED this 3<sup>rd</sup> day of April, 2012.

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JEREMY B. YAMAGUCHI,  
MAYOR

Attest:

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PATRICK J. MELIA, CITY CLERK

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, Patrick J. Melia, City Clerk of the City of Placentia, do hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council of the City of Placentia held on the 3<sup>rd</sup> day of April, 2012 by the following vote:

AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:

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PATRICK J. MELIA,  
CITY CLERK

APPROVED AS TO FORM:

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ANDREW V. ARCZYNSKI,  
CITY ATTORNEY

## **DRAFT**

### **ECONOMIC DEVELOPMENT COMMITTEE**

The Placentia Economic Development Committee was established by the Placentia City Council on April 3, 2012.

#### **Section 1. Purpose**

The purpose of the Economic Development Committee is to advise the City Council on business issues and to design, develop, and implement a comprehensive economic development program for the City of Placentia.

#### **Section 2. Membership**

The Economic Development Committee is composed of nine (9) regular members and two (2) alternate members appointed by the Mayor and approved by the City Council. Committee members and alternates need not be Placentia residents, but must represent a business located in Placentia. The Committee shall be comprised of one representative from each of the following organizations and/or groups:

- Placentia Chamber of Commerce (Two Members)
- Placentia Yorba Linda Unified School District
- Real Estate Industry
- Hotels/Accommodations
- Restaurants

And one representative from each of the following business categories:

- Retail Business
- Manufacturing Business
- Service Industry

In addition, the City Council may appoint a Council liaison to serve on the Economic Development Committee in a non-voting capacity.

#### **Section 3. Term of Office and Removal**

The term of office for the Economic Development Committee members will be three years, or until reappointed or a successor is appointed. The term of office for alternates is two years or until reappointed or a successor is appointed. Members and alternates are expected to attend all meetings. When any member or alternate has three or more unexcused absences in a 12-month period, the Committee shall forward this information to the City Council for review and possible removal of the member or alternate from the Committee. Any member or alternate of the Economic Development Committee may be

removed from office by a majority vote of the City Council at a regularly scheduled Council meeting.

Members and alternates may apply for reappointment by submitting a letter or email of interest to the City Clerk with a copy to the Committee Chair one month prior to the expiration of his/her term of office. Any member or alternate of the Committee who wishes to resign should submit a letter of resignation or email to the City Clerk with a copy to the Committee Chair.

#### Section 4. Vacancies

Vacancies will be filled for the unexpired portion of the term in the same manner as the original appointment.

#### Section 5. Officers

A Chair and Vice Chair will be selected annually at the first meeting of the calendar year from the appointed members for a term of one year. The Chair will call for meetings and preside over all sessions. In the absence of the Chair, the Vice Chair will preside. In the absence of both the Chair and Vice Chair, the member with the longest continuous service on the Committee will preside.

#### Section 6. Meetings

The Economic Development Committee shall hold regular meetings on the 4<sup>th</sup> Tuesday of each month, at 6:00 p.m. The Committee shall not meet during the months of July and December. All meetings are subject to the Brown Act and shall be open to the public. Should a scheduled meeting occur on a holiday, said meeting will be deferred to the same day of the following week or to a date agreed upon by a majority of the Committee. Special meetings of the Economic Development Committee may be called by a majority of the members, Chair, or City Council. Notice of any special meeting shall be given as required by law. Except as otherwise provided by these Bylaws, the Committee will follow the latest edition of Robert's Rules of Order for the orderly conduct of meetings.

#### Section 7. Quorum

Any five (5) members of the Committee shall constitute a quorum for the transaction of business.

#### Section 8. Voting and Seating of Alternates

Voting authority is extended to nine regular members. An alternate member shall vote only if seated in the absence of a regular member. In the event that a regular member is absent, alternate members shall be seated in order of their alternate position. If a

member arrives after an alternate has been seated, the alternate shall remain as the voting member until the end of the meeting.

#### Section 9. Duties of Committee to be Advisory Only

The Committee is empowered to advise and make recommendations to the Mayor and City Council, and as appropriate to the Industrial Commercial Development Authority (ICDA), Planning Commission other Commissions or Committees of the City on such matters as may be specifically referred to the Committee by the Mayor or City Council including but not limited to:

- Determining new strategies for economic development within the City;
- Identifying constraints and incentives to economic development;
- Identifying new sources of revenue for the consideration of the City Council and/or the ICDA; and
- Serve as a focal point for the community and the City on economic development projects and issues.

The Committee shall deliver an annual report to the City Council in written and oral form on or about the first meeting in February of every year, and when appropriate, during other times as directed by the Mayor or Council.

The Economic Development Committee may from time to time provide its reports and recommendations regarding strategies for economic development and other matters that will improve the overall business climate within the community and enhance the attractiveness of the City to future business prospects.

Nothing herein contained shall be construed as a limitation on the power of the City Council or the administrative staff of the City in their supervision or authority over property or personnel under their jurisdictions.

#### Section 10. Assistance of Staff

The City Administrator of the City of Placentia shall provide the Economic Development Committee with such information and staff assistance as the Economic Development Committee may from time to time request subject to the limitations imposed by the City Council. The staff member designated by the City Administrator shall attend meetings of the Economic Development Committee and submit such reports as said Economic Development Committee may request and as deemed necessary or desirable, subject to limitations imposed by the City Council.