

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. A

Fiscal Services
College Area

Proposal:

That the Governing Board review and discuss the 2012-2013 Monthly Financial Reports for the period ending April 30, 2013, prior to year-end closing.

Background:

The Board routinely reviews financial data regarding expenses and revenues to monitor District fiscal operations.

Budgetary Implications:

None.

RESOLUTION: BE IT RESOLVED, that the 2012-2013 Monthly Financial Reports for the period ending April 30, 2013, prior to year-end closing be accepted.

Recommended By:



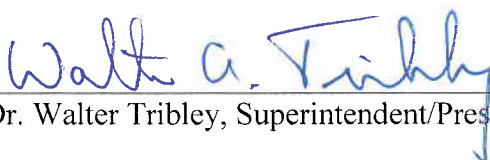
Stephen Ma, Vice President for Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula College

Fiscal Year 2012-13 Financial and Budgetary Report April 30, 2013

Enclosed please find attached the financial reports for the month ending April 30, 2013 for your review and approval. The financial report is an internal management report submitted to the Board of Trustees to compare actual financial activities to the approved budgets.

Operating Fund net revenue through April 30, 2013 is \$32,351,466 which is 72% of the operating budget for this fiscal year. Expenditures year-to-date total \$33,839,935 which is 75.4% of the operating budget for this fiscal year, for a net difference of \$1,488,469.

Highlights of financial activities year-to-date are as follows:

Revenues

- The April apportionment payment was received this month for \$303,255.
- The District receives a percentage of the total certified state apportionment revenue each month. The certified state apportionment is the largest revenue source of the District. This makes up 92.4% of the Unrestricted General Fund revenue.
- Property Taxes received this month of \$5.3M.
- Other local revenue received this month include: student fees and charges.
- Second quarter lottery funds were received of \$238,664.

Expenditures

Overall the District operating funds expenditures continue to track as projected.

Self Insurance Fund

- Self Insurance actual expenditures are at 82.5% of what has been budgeted for this fiscal year. We will continue to track this fund closely each month.

Parking Fund

- Parking Revenue is at 145% of budget.

Fiduciary Funds

- All Fiduciary Funds are tracking close to budget.

Cash Balance:

The total cash balance for all funds is \$40,503,774 including bond cash of \$26,749,070 and \$13,754,704 for all other funds. Operating funds cash is \$5,324,658. Cash balance in the General Fund is at \$4.3M for the month ending April 30, 2013. For month ending April 30, the district received the second installment of property taxes equivalent to \$5.3M. This improves our cash position through the end of the fiscal year.

Other:

The Chancellor's Office recently advised districts that 2012-13 apportionment release schedule would be severely compromised because of redevelopment agency tax revenue shortfall. The projected statewide shortfall is estimated at \$327M of which MPC's portion is approximately \$2M. The education trailer bill language assures the community college system will be held harmless from this shortfall in 2012-13, but funding will be deferred until very late into the fiscal year. The Chancellor's Office has advised all districts to be very conservative in managing cash flow for the balance of the year. The revised P1 report issued in early March shows a deficit coefficient of 0.935103 or a revenue shortfall of \$2,274,519. The final revenue shortfall is expected to shrink to approximately \$300,000 subject to Chancellor's Office verification.

Monterey Peninsula Community College

Monthly Financial Report

April 30, 2013

Summary of All Funds

<u>Funds</u>	<u>Beginning</u> <u>Fund Balance</u>	<u>Revised Budgets</u> <u>2012 - 2013</u>		<u>Ending</u> <u>Fund Balance</u>	<u>Year to Date Actual</u> <u>2012 - 2013</u>			<u>% Actual</u> <u>to Budget</u>		<u>Cash</u> <u>Balance</u>
	<u>07/01/12</u>	<u>Revenue</u>	<u>Expense</u>	<u>6/30/2013</u>	<u>Revenue</u>	<u>Expense</u>	<u>Encumbrances</u>	<u>Rev</u>	<u>Exp</u>	<u>4/30/13</u>
General - Unrestricted	\$3,814,300	\$38,143,002	\$38,143,002	\$3,814,300	\$27,484,187	\$29,002,991	1,948,465	72.1%	81.1%	\$4,342,210
General - Restricted	0	5,387,523	5,387,520	3	3,457,679	3,927,717	149,591	64.2%	75.7%	0
Child Dev - Unrestricted	0	397,970	397,970	0	280,257	287,994	0	70.4%	72.4%	32,675
Child Dev - Restricted	0	226,805	226,805	0	212,814	175,611	13,430	93.8%	83.3%	0
Student Center	214,409	265,200	265,200	214,409	174,094	114,857	19,533	65.6%	50.7%	473,899
Parking	92,179	512,000	481,028	123,151	742,435	330,765	14,596	145.0%	71.8%	475,874
Subtotal Operating Funds	\$4,120,888	\$44,932,500	\$44,901,525	\$4,151,863	\$32,351,466	\$33,839,935	\$2,145,615	72.0%	75.4%	\$5,324,658
Self Insurance	8,736,186	6,632,229	8,050,809	7,317,606	3,872,549	6,638,399	4,226	58.4%	82.5%	6,467,023
Capital Project	980,493	774,331	1,672,080	82,744	276,791	686,744	48,566	35.7%	44.0%	1,118,617
Building	54,046,985	200,000	31,021,614	23,225,371	0	12,362,301	5,782,767	0.0%	58.5%	26,749,070
Debt Service	52,285	275,324	275,324	52,285	275,739	275,324	0	100.2%	100.0%	52,760
Revenue Bond	20,905	18,525	18,525	20,905	18,553	18,525	0	100.2%	100.0%	21,720
Associated Student	50,475	90,274	90,274	50,475	89,296	50,071	0	98.9%	55.5%	122,294
Financial Aid	12,881	5,500,000	5,500,000	12,881	5,068,480	5,068,480	0	92.2%	92.2%	39,417
Scholarship & Loans	272,948	2,500,000	2,500,000	272,948	2,423,213	2,312,737	0	96.9%	92.5%	267,583
Trust Funds	293,917	600,000	600,000	293,917	635,420	272,931	0	105.9%	45.5%	295,480
Orr Estate	61,262	50,000	50,000	61,262	11,255	23,969	0	22.5%	47.9%	45,152
Total all Funds	\$68,649,225	\$61,573,183	\$94,680,151	\$35,542,257	\$45,022,762	\$61,549,416	\$7,981,174	73.1%	65.0%	\$40,503,774

***** BOARD REPORT *****

GENERAL FUND (Unrestricted)

Fund 01

Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13				BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUES							
8100 FEDERAL	3,310	10,700	0	3,041	7,659	28.4%	
8600 STATE	12,931,258	20,130,023	545,127	7,381,015	12,749,008	36.7%	
8800 COUNTY / LOCAL	17,116,493	15,947,048	5,637,884	18,202,551	(2,255,503)	114.1%	
8900 INTERFUND TRANSFER IN	2,409,887	2,055,231	0	1,897,580	157,651	N/A	
TOTAL REVENUE :	<u>\$32,460,947</u>	<u>\$38,143,002</u>	<u>\$6,183,011</u>	<u>\$27,484,187</u>	<u>\$10,501,164</u>	72.1%	
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	UNENCUMBERED BALANCE	PERCENT	
CERTIFICATED SALARIES							
1100 TEACHER SALARIES	5,933,452	6,024,498	551,845	4,956,771	1,067,727	82.3%	
1200 NON TEACHER SALARIES	2,771,752	2,703,052	227,709	2,171,053	531,999	80.3%	
1300 HOURLY TEACHER	5,193,991	5,049,536	541,962	4,539,532	510,004	89.9%	
1400 OTHER HOURLY SALARIES	190,805	251,356	18,626	238,910	12,446	95.0%	
TOTAL CERTIFICATED :	<u>\$14,090,000</u>	<u>\$14,028,442</u>	<u>\$1,340,142</u>	<u>\$11,906,266</u>	<u>\$2,122,176</u>	84.9%	
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	5,727,428	5,877,715	483,037	4,856,899	1,020,816	82.6%	
2200 INSTRUCTIONAL AIDES	726,424	802,222	70,692	657,495	144,727	82.0%	
2300 HOURLY NON INSTRUCTIONAL	414,719	326,863	35,894	378,919	(52,056)	115.9%	
2400 HOURLY INSTRUCTIONAL	614,207	646,462	53,308	492,619	153,843	76.2%	
	<u>\$7,482,777</u>	<u>\$7,653,262</u>	<u>\$642,931</u>	<u>\$6,385,931</u>	<u>\$1,267,330</u>	83.4%	

***** BOARD REPORT *****

GENERAL FUND (Unrestricted) continued

Fund 01

Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$4,633,248</u>	<u>\$4,507,911</u>	<u>\$457,266</u>	<u>\$3,597,954</u>	<u>\$143,214</u>	<u>\$766,743</u>	83.0%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	203,924	226,533	16,600	141,800	25,146	59,587	73.7%
4500 OTHER SUPPLIES	395,590	391,468	40,704	367,580	70,860	(46,972)	112.0%
4700 FOOD	3,682	5,560	0	1,778	0	3,782	32.0%
TOTAL SUPPLIES & OTHER :	<u>\$603,196</u>	<u>\$623,561</u>	<u>\$57,304</u>	<u>\$511,158</u>	<u>\$96,006</u>	<u>\$16,397</u>	97.4%
OTHER							
5100 CONTRACTED SERVICES	1,215,925	2,086,814	188,022	759,231	1,105,460	222,122	89.4%
5200 TRAVEL	123,823	142,389	11,847	103,914	3,835	34,640	75.7%
5300 DUES AND SUBSCRIPTIONS	114,973	169,113	100	165,420	0	3,693	97.8%
5400 INSURANCE	359,152	351,099	5,818	402,629	0	(51,530)	114.7%
5500 UTILITIES & HOUSEKEEPING	1,083,794	1,217,328	108,524	953,991	440,326	(176,989)	114.5%
5600 RENTS & LEASES	516,160	634,791	31,775	510,848	59,054	64,889	89.8%
5700 LEGAL AND AUDIT	115,709	117,400	6,930	54,047	29,572	33,781	71.2%
5800 OTHER SERVICES	325,533	394,173	4,714	299,644	59,850	34,678	91.2%
TOTAL OTHER :	<u>\$3,855,071</u>	<u>\$5,113,107</u>	<u>\$357,730</u>	<u>\$3,249,725</u>	<u>\$1,698,097</u>	<u>\$165,285</u>	96.8%
CAPITAL OUTLAY							
6200 BUILDING IMPROVEMENT	22,596	24,127	7,759	23,774	3,588	(3,235)	113.4%
6300 CAPITAL BOOKS & SOFTWARE	137,530	99,790	167	98,373	1,436	(18)	100.0%
6400 EQUIPMENT	113,032	50,873	0	41,605	6,124	3,144	93.8%
TOTAL CAPITAL OUTLAY :	<u>\$273,158</u>	<u>\$174,790</u>	<u>\$7,926</u>	<u>\$163,751</u>	<u>\$11,148</u>	<u>(\$109)</u>	100.1%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	6,416,031	6,041,929	0	3,188,205	0	2,853,724	52.8%
7600 OTHER PAYMENTS TO STUDE	0	0	0	0	0	0	N/A
TOTAL TRANSFERS :	<u>\$6,416,031</u>	<u>\$6,041,929</u>	<u>\$0</u>	<u>\$3,188,205</u>	<u>\$0</u>	<u>\$2,853,724</u>	52.8%
TOTAL EXPENSE & TRANSFERS :	<u>37,353,480</u>	<u>38,143,001</u>	<u>2,863,299</u>	<u>29,002,991</u>	<u>1,948,465</u>	<u>7,191,545</u>	81.1%
REVENUE OVER EXPENSE :	<u>(\$4,892,533)</u>	<u>\$1</u>	<u>\$3,319,712</u>	<u>(\$1,518,804)</u>	<u>(\$1,948,465)</u>	<u>\$3,309,620</u>	

***** BOARD REPORT *****
GENERAL FUND (Restricted)

Fund 01
Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUES								
8100 FEDERAL	1,671,077	2,204,777	184,700	1,210,136		0	994,641	54.9%
8600 STATE	2,030,740	2,472,468	0	1,721,776		0	750,692	69.6%
8800 COUNTY / LOCAL	386,725	643,602	28,652	525,767		0	117,835	81.7%
8900 INTERFUND TRANSFER IN	0	66,676	0	0		0	66,676	0.0%
TOTAL REVENUE :	\$4,088,542	\$5,387,523	\$213,352	\$3,457,679		0	\$1,929,844	64.2%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES		UNENCUMBERED BALANCE	PERCENT	
CERTIFICATED SALARIES								
1100 TEACHER SALARIES	45,587	8,385	762	6,861		0	1,524	81.8%
1200 NON TEACHER SALARIES	863,825	999,971	85,291	815,572		0	184,399	81.6%
1300 HOURLY TEACHER	50,218	62,521	5,494	40,137		0	22,384	64.2%
1400 OTHER HOURLY SALARIES	131,327	269,987	15,621	167,843		0	102,144	62.2%
TOTAL CERTIFICATED :	\$1,090,957	\$1,340,864	\$107,168	\$1,030,413		\$0	\$310,451	76.8%
CLASSIFIED SALARIES								
2100 NON INSTRUCTIONAL	488,557	580,453	48,139	473,973		0	106,480	81.7%
2300 HOURLY NON INSTRUCTIONAL	311,708	321,201	32,059	298,661		0	22,540	93.0%
2400 HOURLY INSTRUCTIONAL	123,520	171,150	13,143	135,247		0	35,903	79.0%
TOTAL CLASSIFIED :	\$923,785	\$1,072,804	\$93,341	\$907,881		\$0	\$164,923	84.6%

*** BOARD REPORT ***
GENERAL FUND (Restricted) continued
Fund 01
Monterey Peninsula College

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					
		REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	PERCENT
3XXX TOTAL FRINGE BENEFITS :	<u>\$358,699</u>	<u>\$413,202</u>	<u>\$34,043</u>	<u>\$338,949</u>	<u>\$0</u>	<u>\$74,253</u>	82.0%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	12,850	137,072	6,001	19,533	1,382	116,157	15.3%
4500 OTHER SUPPLIES	29,054	74,509	3,645	30,620	5,631	38,258	48.7%
4700 FOOD	<u>23,389</u>	<u>18,114</u>	<u>891</u>	<u>12,522</u>	<u>0</u>	<u>5,592</u>	<u>69.1%</u>
TOTAL SUPPLIES & OTHER :	<u>\$65,293</u>	<u>\$229,695</u>	<u>\$10,537</u>	<u>\$62,675</u>	<u>\$7,013</u>	<u>\$160,007</u>	30.3%
OTHER							
5100 CONTRACTED SERVICES	418,930	601,054	152,151	475,052	126,048	(46)	100.0%
5200 TRAVEL	394,410	416,197	4,404	267,365	5,040	143,792	65.5%
5300 DUES AND SUBSCRIPTIONS	475	3,620	0	5,730	0	(2,110)	158.3%
5400 INSURANCE	43,639	45,522	0	45,339	0	183	99.6%
5500 UTILITIES & HOUSEKEEPING	242	500	11	106	144	250	50.0%
5600 RENTS & LEASES	7,311	31,751	985	32,975	1,695	(2,919)	109.2%
5800 OTHER SERVICES	<u>170,616</u>	<u>202,918</u>	<u>29,850</u>	<u>132,920</u>	<u>6,071</u>	<u>63,927</u>	<u>68.5%</u>
TOTAL OTHER :	<u>\$1,035,623</u>	<u>\$1,301,562</u>	<u>\$187,401</u>	<u>\$959,487</u>	<u>\$138,998</u>	<u>\$203,077</u>	84.4%
CAPITAL OUTLAY							
6300 CAPITAL BOOKS & SOFTWARE	0	0	0	0	0	0	0.0%
6400 EQUIPMENT	<u>47,003</u>	<u>250,857</u>	<u>180</u>	<u>46,819</u>	<u>3,580</u>	<u>200,458</u>	<u>20.1%</u>
TOTAL CAPITAL OUTLAY :	<u>\$47,003</u>	<u>\$250,857</u>	<u>\$180</u>	<u>\$46,819</u>	<u>\$3,580</u>	<u>\$200,458</u>	20.1%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	433,953	544,647	43,114	460,386	0	84,261	84.5%
7500 STUDENT FINANCIAL AID PYMT	11,405	20,560	0	8,491	0	12,069	41.3%
7600 OTHER PYMTS TO STUDENTS	<u>30,153</u>	<u>213,329</u>	<u>41,908</u>	<u>112,616</u>	<u>0</u>	<u>100,713</u>	<u>52.8%</u>
TOTAL TRANSFERS :	<u>\$475,511</u>	<u>\$778,536</u>	<u>\$85,022</u>	<u>\$581,493</u>	<u>\$0</u>	<u>\$197,043</u>	74.7%
TOTAL EXPENSE & TRANSFERS :	<u>3,996,871</u>	<u>5,387,520</u>	<u>517,692</u>	<u>3,927,717</u>	<u>149,591</u>	<u>1,310,212</u>	75.7%
REVENUE OVER EXPENSE :	<u>\$91,671</u>	<u>\$3</u>	<u>(\$304,340)</u>	<u>(\$470,038)</u>	<u>(\$149,591)</u>	<u>\$619,632</u>	

***** BOARD REPORT *****
Child Development Fund
Fund 04 Unrestricted
Monterey Peninsula College
April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013				BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE			
REVENUE							
8660 Cal Early Childhood Mentor Prog	0	0	0	0	0	0	0.0%
8800 LOCAL	60,354	61,848	1,519	49,279	0	12,569	79.7%
8900 OTHER	450,978	336,122	0	230,978	0	105,144	68.7%
TOTAL REVENUE:	511,332	397,970	1,519	280,257	0	\$117,713	70.4%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2100 NON INSTRUCTIONAL	102,431	73,343	4,464	60,105	0	13,238	82.0%
2200 INSTRUCTIONAL AIDES	132,760	97,978	8,762	82,410	0	15,568	84.1%
2300 NON INSTRUCTIONAL TEMP	593	9,578	(4,189)	0	0	9,578	0.0%
2400 HOURLY INSTRUCTIONAL	55,299	57,950	3,461	38,448	0	19,502	66.3%
TOTAL CLASSIFIED:	\$291,083	\$238,849	\$12,498	\$180,963	\$0	\$57,886	75.8%
3XXX TOTAL FRINGE BENEFITS :	\$74,804	\$61,052	\$3,945	\$45,458	\$0	\$15,594	74.5%
SUPPLIES & OTHER							
4300 INSTRUCTIONAL SUPPLIES	0	270	0	0	0	270	0.0%
4500 OTHER SUPPLIES	0	2,009	0	36	0	1,973	1.8%
TOTAL SUPPLIES & OTHER:	\$0	\$2,279	\$0	\$36	\$0	\$2,243	1.6%
OTHER							
5400 INSURANCE	0	0	0	0	0	0	0.0%
5600 RENTS, LEASES, AND REPAIRS	0	900	0	0	0	900	0.0%
TOTAL OTHER :	\$0	\$900	\$0	\$0	\$0	\$900	0.0%
OTHER SERVICES AND EXPENSES							
5800 UNSPECIFIC	\$0	\$1,000	\$0	\$0	\$0	\$1,000	0.0%
TOTAL UNSPECIFIC	\$0	\$1,000	\$0	\$0	\$0	\$1,000	0.0%
TRANSFERS							
7300 INTERFUND TRANSFER OUT	127,896	93,889	4,910	61,537	0	32,352	65.5%
TOTAL TRANSFERS:	\$127,896	\$93,889	\$4,910	\$61,537	\$0	\$32,352	65.5%
TOTAL EXPENSE & TRANSFER:	\$493,783	\$397,969	\$21,353	\$287,994	\$0	\$109,975	72.4%
REVENUE OVER EXPENSE :	\$17,549	\$1	(\$19,834)	(\$7,737)	\$0	\$7,738	

*** BOARD REPORT ***
 Child Development Fund
 Fund 04 Restricted
 Monterey Peninsula College
 April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUE								
8100 FEDERAL	62,117	19,675	1,775	46,837	0	(27,162)	238.1%	
8690 STATE	122,656	157,130	22,907	115,977	0	41,153	73.8%	
8800 LOCAL	0	50,000	0	50,000	0	0	100.0%	
TOTAL REVENUE:	\$184,773	\$226,805	\$24,682	\$212,814	\$0	\$13,991	93.8%	
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
CLASSIFIED SALARIES								
2100 NON INSTRUCTIONAL	0	6,949	496	5,608	0	1,341	0.0%	
2200 INSTRUCTIONAL AIDES	112,038	61,324	5,667	63,161	0	(1,837)	103.0%	
2300 HOURLY NON INSTRUCTIONAL	0	0	4,991	6,497	0	(6,497)	0.0%	
2400 HOURLY INSTRUCTIONAL	0	31,649	3,487	19,295	0	12,354	0.0%	
TOTAL CLASSIFIED:	\$112,038	\$99,922	\$14,641	\$94,561	\$0	\$5,361	94.6%	
3XXX TOTAL FRINGE BENEFITS :	\$33,816	\$26,169	\$2,762	\$22,983	\$0	\$3,186	87.8%	
SUPPLIES & OTHER								
4300 INSTRUCTIONAL SUPPLIES	0	0	0	0	0	0	0.0%	
4500 OTHER SUPPLIES	2,483	2,087	5	1,047	4,653	(3,613)	50.2%	
4700 FOOD	17,023	16,400	1,174	9,723	8,777	(2,100)	59.3%	
TOTAL SUPPLIES & OTHER:	\$19,506	\$18,487	\$1,179	\$10,770	\$13,430	(\$5,713)	58.3%	
OTHER								
5400 INSURANCE	0	299	0	0	0	299	0.0%	
5600 RENTS & LEASES	0	0	0	0	0	0	0.0%	
5800 OTHER SERVICES	0	0	0	0	0	0	0.0%	
TOTAL OTHER :	\$0	\$299	\$0	\$0	\$0	\$299	0.0%	
SITES AND SITE IMPROVEMENTS								
6100 SITE IMPROVEMENT	\$0	\$2,675	\$0	\$0	\$0	\$2,675	0.0%	
TOTAL IMPROVEMENT:	\$0	\$2,675	\$0	\$0	\$0	\$2,675	0.0%	
TRANSFERS								
7300 INTERFUND TRANSFER OUT	63,300	47,297	1,261	47,297	0	0	100.0%	
7500 STUDENT FINANCIAL AID PYM	0	31,956	0	0	0	31,956	0.0%	
TOTAL TRANSFERS:	\$63,300	\$79,253	\$1,261	\$47,297	\$0	\$31,956	59.7%	
TOTAL EXPENSE & TRANSFER:	\$226,660	\$226,805	\$19,843	\$175,611	\$13,430	\$37,764	83.3%	
REVENUE OVER EXPENSE :	(\$43,887)	\$0	\$4,839	\$37,203	(\$13,430)	(\$23,773)		

*** BOARD REPORT ***

COLLEGE CENTER FUND

Fund 47

Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					BALANCE DUE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUE								
8800 COUNTY / LOCAL	153,759	265,200	2,563	173,297		91,903	65.3%	
8860 INTEREST	1,101	0	0	797		(797)	N/A	
TOTAL REVENUE :	\$154,860	\$265,200	\$2,563	\$174,094		\$91,106	65.6%	
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
CLASSIFIED								
2100 NON INSTRUCTIONAL	20,666	22,710	1,892	18,925	0	3,785	83.3%	
2300 HOURLY NON INSTRUCTIONAL	484	0	0	0	0	0	N/A	
TOTAL CLASSIFIED :	\$21,149	\$22,710	\$1,892	\$18,925	\$0	\$3,785	83.3%	
3XXX TOTAL FRINGE BENEFITS :	\$6,355	\$6,851	\$571	\$5,709	\$0	\$1,142	83.3%	
SUPPLIES & OTHER								
4500 OTHER SUPPLIES	(2,993)	1,150	(101)	(121)	121	1,150	0.0%	
TOTAL SUPPLIES & OTHER :	(\$2,993)	\$1,150	(\$101)	(\$121)	\$121	\$1,150	0.0%	
OTHER								
5100 CONTRACT SERVICES	0	0	0	0	0	0	0.0%	
5200 TRAVEL	836	1,500	0	(67)	0	1,567	-4.5%	
5300 MEMBERSHIP	0	75	0	75	0	0	100.0%	
5400 INSURANCE	17,545	17,545	0	0	0	17,545	0.0%	
5500 UTILITIES & HOUSEKEEPING	114,479	148,626	7,230	50,242	19,142	79,242	46.7%	
5600 RENTS & LEASES	4,959	10,898	1,134	4,690	270	5,938	45.5%	
5800 OTHER SERVICES	5,000	5,000	5,000	5,000	0	0	100.0%	
TOTAL OTHER :	\$142,820	\$183,644	\$13,364	\$59,940	\$19,412	\$104,293	43.2%	
CAPITAL OUTLAY								
6400 EQUIPMENT	3,875	3,000	0	1,640	0	1,360	54.7%	
TOTAL CAPITAL OUTLAY :	\$3,875	\$3,000	\$0	\$1,640	\$0	\$1,360	54.7%	
TRANSFERS								
7100 DEBT RETIREMENT	18,975	18,525	0	18,525	0	0	100.0%	
7300 INTERFUND TRANSFER	11,784	29,320	0	10,240	0	19,080	34.9%	
TOTAL TRANSFERS :	\$30,759	\$47,845	\$0	\$28,765	\$0	\$19,080	60.1%	
TOTAL EXPENSE & TRANSFERS :	\$201,964	\$265,200	\$15,727	\$114,857	\$19,533	\$130,810	50.7%	
REVENUE OVER EXPENSE :	(\$47,104)	(\$0)	(\$13,164)	\$59,237	(\$19,533)	(\$39,704)		

*** BOARD REPORT ***
 Parking Fund
 Fund 39
 Monterey Peninsula College
 April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-2013					BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUE	Y-T-D REVENUE				
REVENUE								
8800 COUNTY / LOCAL	605,072	512,000	18,927	742,435	0	(230,435)	145.0%	
TOTAL REVENUE:	\$605,072	\$512,000	\$18,927	\$742,435	\$0	(\$230,435)	145.0%	
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET	
CLASSIFIED SALARIES								
2100 NON INSTRUCTIONAL	145,867	149,919	12,665	125,589	0	24,330	83.8%	
2300 HOURLY NON INSTRUCTIONAL	7,550	60,744	4,205	49,065	0	11,679	80.8%	
TOTAL CLASSIFIED :	\$153,418	\$210,663	\$16,870	\$174,654	\$0	\$36,009	82.9%	
3XXX TOTAL FRINGE BENEFITS :	\$44,355	\$61,057	\$4,731	\$47,152	\$0	\$13,905	77.2%	
SUPPLIES & OTHER								
4500 OTHER SUPPLIES :	\$7,438	11,600	476	6,622	2,992	1,986	57.1%	
TOTAL SUPPLIES & OTHER:	\$7,438	\$11,600	\$476	\$6,622	\$2,992	\$1,986	57.1%	
OTHER								
5100 CONTRACTS	0	0	0	0	0	0	0.0%	
5200 TRAVEL & CONFERENCE	0	1,100	0	400	0	700	0.0%	
5500 UTILITIES & HOUSEKEEPING	1,189	5,000	284	1,911	324	2,765	0.0%	
5600 RENTS & LEASES	7,717	47,261	2,458	5,525	0	41,736	11.7%	
TOTAL OTHER:	\$8,906	\$53,361	\$2,742	\$7,836	\$324	\$45,201	14.7%	
CAPITAL OUTLAY								
6400 EQUIPMENT	33,031	35,523	0	16,064	11,280	8,179	45.2%	
TOTAL CAPITAL OUTLAY:	\$33,031	\$35,523	\$0	\$16,064	\$11,280	\$8,179	45.2%	
TRANSFERS								
7300 INTERFUND TRANSFER OUT	86,416	108,824	7,844	78,437	0	30,387	72.1%	
TOTAL TRANSFERS:	\$86,416	\$108,824	\$7,844	\$78,437	\$0	\$30,387	72.1%	
TOTAL EXPENSE & TRANSFER:	\$333,564	\$481,028	\$32,663	\$330,765	\$14,596	\$135,667	71.8%	
REVENUE OVER EXPENSE :	\$271,508	\$30,972	(\$13,736)	\$411,670	(\$14,596)	(\$366,102)		

*** BOARD REPORT ***

Self Insurance Fund
Fund 35
Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13				UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE		
REVENUE							
8800 COUNTY / LOCAL	453,314	476,317	67,889	532,749		(56,432)	111.8%
8860 INTEREST	48,980	0	0	0		0	N/A
8900 INTERFUND TRANSFER IN	<u>6,364,749</u>	<u>6,155,912</u>	<u>57,129</u>	<u>3,339,801</u>		<u>2,816,111</u>	54.3%
TOTAL REVENUE :	<u>\$6,867,044</u>	<u>\$6,632,229</u>	<u>\$125,017</u>	<u>\$3,872,549</u>		<u>\$2,759,680</u>	58.4%
EXPENSE							
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
3XXX TOTAL FRINGE BENEFITS	<u>\$5,881,225</u>	<u>\$6,571,069</u>	<u>\$460,696</u>	<u>\$5,188,536</u>	<u>\$0</u>	<u>\$1,382,533</u>	79.0%
4500 NON-INSTRUCTIONAL SUPPLIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	N/A
OTHER							
5100 CONTRACTED SERVICES	122,914	0	296	31,283	4,226	(35,509)	N/A
5800 OTHER SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL OTHER :	<u>\$122,914</u>	<u>\$0</u>	<u>\$296</u>	<u>\$31,283</u>	<u>\$4,226</u>	<u>(\$35,509)</u>	N/A
INTERFUND TRANSFER OUT							
7300 TRANSFER OUT	<u>1,896,564</u>	<u>1,479,740</u>	<u>0</u>	<u>1,418,580</u>	<u>0</u>	<u>61,160</u>	N/A
TOTAL EXPENSE :	<u>\$7,900,702</u>	<u>\$8,050,809</u>	<u>\$460,992</u>	<u>\$6,638,399</u>	<u>\$4,226</u>	<u>\$1,408,184</u>	82.5%
REVENUE OVER EXPENSE :	<u>(\$1,033,659)</u>	<u>(\$1,418,580)</u>	<u>(\$335,975)</u>	<u>(\$2,765,849)</u>	<u>(\$4,226)</u>	<u>\$1,351,495</u>	

*** BOARD REPORT ***

Capital Projects Fund
Fund 14
Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13				UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE		
REVENUES							
8600 STATE	30	720,693	0	11,240		709,453	N/A
8800 COUNTY / LOCAL	203,019	53,638	13,754	265,551		(211,913)	N/A
8900 INTERFUND TRANSFER IN	224,874	0	0	0		0	N/A
TOTAL REVENUE :	\$427,923	\$774,331	13,754	276,791		\$497,540	35.7%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
CLASSIFIED SALARIES							
2300 HOURLY NON INSTRUCTION	0	0	0	106	0	(106)	N/A
TOTAL OTHER :	\$0	\$0	\$0	\$106	\$0	(\$106)	0.0%
3XXX TOTAL FRINGE BENEFITS :	\$0	\$0	\$0	\$12	\$0	(\$12)	0.0%
SUPPLIES							
4300 INSTRUCTIONAL SUPPLIES	8,371	11,269	0	0	0	11,269	0.0%
4500 NON-INSTRUCTIONAL SUPPLIE	37,036	16,907	0	11,274	0	5,633	66.7%
TOTAL OTHER :	\$45,406	\$28,176	\$0	\$11,274	\$0	\$16,902	0.0%
OTHER							
5100 CONTRACTED SERVICES	600	92,198	8,441	22,691	6,304	63,203	24.6%
5300 DUES AND MEMBERSHIPS	1,250	0	0	0	0	0	N/A
5400 INSURANCE	51,205	0	0	0	0	0	N/A
5600 RENTS, LEASES, REPAIRS	58,354	17,470	585	24,265	4,707	(11,502)	138.9%
5700 LEGAL, ELECTION, AND AUDIT	0	6,327	0	0	0	6,327	0.0%
5800 OTHER SERVICES AND EXPEN	0	0	0	0	0	0	0.0%
TOTAL OTHER :	\$111,409	\$115,994	\$9,026	\$46,956	\$11,011	\$58,028	50.0%
CAPITAL OUTLAY							
6100 SITES	0	57,691	0	25,648	0	32,043	44.5%
6200 BUILDING IMPROVEMENTS	0	709,424	0	0	0	709,424	0.0%
6400 EQUIPMENT	39,948	124,144	62,960	123,748	37,555	(37,160)	99.7%
TOTAL CAPITAL OUTLAY :	\$39,948	\$891,259	\$62,960	\$149,396	\$37,555	\$704,307	21.0%
INTERFUND TRANSFER OUT							
7300 TRANSFER OUT	513,323	636,651	0	479,000	0	157,651	N/A
TOTAL EXPENSE :	\$710,086	\$1,672,080	\$71,986	\$686,744	\$48,566	\$779,237	44.0%
REVENUE OVER EXPENSE :	\$282,163	\$897,749	(\$58,232)	(\$409,953)	\$48,566	\$936,770	

BUILDING

**Building Fund
Fund 48
Monterey Peninsula College**

April 30, 2013

BOND PROJECTS	REVISED PROJECT BUDGET	PURCHASE ORDER OUTSTANDING	2012-13	
			2012-2013 PAYMENTS	BUDGET BALANCE BUDGET-PO'S-PYMT
1. Arts Complex	\$0	112,000	105,099	-\$217,099
2. College Center Building	\$0	135,150	366,379	-\$501,529
3. Furniture & Equipment	\$567,463	323,174	467,490	-\$223,201
4. Humanities, Bus Hum - Student Services Buildi	\$2,569,000	2,888,874	436,986	-\$756,860
5. Infrastructure 3 / Miscellaneous	\$1,026,163	36,676	362,007	\$627,480
6. Life Science & Physical Science	\$5,438,815	1,849,059	2,755,374	\$834,382
7. Marina Education Center	\$3,713,511	0	0	\$3,713,511
8. Music Building	\$0	0	22,500	-\$22,500
9. PE Phase II - Gym/Locker Room	\$1,666,132	132,202	2,163,783	-\$629,853
10. Physical Science Building	\$9,705,029	0	0	\$9,705,029
11. Pool/ Tennis Courts	\$381,100	4,455	35,912	\$340,733
12. PSTC Parker Flats	\$0	13,949	1,026	-\$14,975
13. Student Services Building	\$219,194	0	0	\$219,194
14. Swing Space	\$0	32,192	415,580	-\$447,772
15. Theater Building	\$5,735,207	152,660	5,009,749	\$572,798
16. General Institutional Bond Management	\$0	102,376	220,416	-\$322,792
Total Bond Projects:	\$31,021,614	\$5,782,967	\$12,362,301	\$13,595,174
Initial Bond Funds Received 6/30/03		\$40,000,000		
County office interest Received from inception		\$5,774,241		
LAIF interest from inception		\$1,514,006		
Bond Refinancing 05-06		\$4,240,051		
Bond Funds Received 1/24/08		\$104,999,300		
Lehman Brothers Investment loss		(\$1,878,835)		
Balance Used in 12-13		(\$12,362,301)		
Balance Used in 11-12		(\$16,955,602)		
Balance Used in 10-11		(\$16,422,183)		
Balance Used in 09-10		(\$13,542,031)		
Balance Used in 08-09		(\$16,415,556)		
Balance Used in 07-08		(\$19,317,846)		
Balance Used in 06-07		(\$20,713,267)		
Balance Used in 05-06		(\$7,641,016)		
Balance Used in 04-05		(\$2,815,134)		
Balance Used in 03-04		(\$2,626,246)		
Balance Used in 02-03		(\$625,834)		
Available Bond Funds		\$25,211,747		

*** BOARD REPORT ***

Other Debt Service Fund
Fund 29
Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13				UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES			
REVENUES							
8600 STATE	0	0	0	0	0	0	N/A
8860 LOCAL/COUNTY	26,401	0	0	415	(415)		N/A
8900 INTERFUND TRANSFER IN	<u>275,324</u>	<u>275,324</u>	<u>0</u>	<u>275,324</u>	<u>0</u>		100.2%
TOTAL REVENUE :	<u>\$301,725</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$275,739</u>	<u>(\$415)</u>		100.2%
OBJECT CLASSIFICATION	2011-2012 ACTUAL	REVISED BUDGET	CURRENT EXPENDITURE	Y-T-D EXPENDITURE	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
Transfers							
7200 LONG TERM DEBT	<u>275,324</u>	<u>275,324</u>	<u>68,831</u>	<u>275,324</u>	<u>0</u>	<u>0</u>	100.0%
TOTAL CAPITAL OUTLAY :	<u>\$275,324</u>	<u>\$275,324</u>	<u>\$68,831</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$0</u>	100.0%
TOTAL EXPENSE :	<u>\$275,324</u>	<u>\$275,324</u>	<u>\$68,831</u>	<u>\$275,324</u>	<u>\$0</u>	<u>\$0</u>	100.0%
REVENUE OVER EXPENSE :	<u>\$26,401</u>	<u>\$0</u>	<u>(\$68,831)</u>	<u>\$415</u>	<u>\$0</u>	<u>(\$415)</u>	

***** BOARD REPORT *****

College Revenue Bond Interest & Redemption

Fund 46

Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-2012 ACTUAL	2012-13					
		REVISED BUDGET	CURRENT REVENUES	Y-T-D REVENUES	ENCUMBERED BALANCE	UNENCUMBERED BALANCE	Y-T-D ACTUAL TO BUDGET
REVENUES							
8800 LOCAL	19,002	18,525	0	18,525		0	100.0%
8860 INTEREST	145	0	0	28		(28)	N/A
TOTAL REVENUE :	<u>\$19,147</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$18,553</u>		<u>(\$28)</u>	100.1%
DEBT RETIREMENT							
7100 DEBT RETIREMENT	18,975	18,525	0	18,525	0	0	100.0%
TOTAL DEBT RETIREMENT :	<u>\$18,975</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$0</u>	100.0%
TOTAL EXPENSE :	<u>\$18,975</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$18,525</u>	<u>\$0</u>	<u>\$0</u>	100.0%
REVENUE OVER EXPENSE :	<u>\$172</u>	<u>\$0</u>	<u>\$0</u>	<u>\$28</u>	<u>\$0</u>	<u>(\$28)</u>	

***** BOARD REPORT *****

Associated Student Fund

Monterey Peninsula College

April 30, 2013

OBJECT CLASSIFICATION	2011-12			CURRENT MTH REVENUE	2012-13		BALANCE DUE	PERCENT
	PRIOR YEAR ACTUAL	FORECAST BUDGET	REVISED BUDGET		Y-T-D REVENUE	ENCUMBERED BALANCE		
REVENUES								
8000	BEGINNING BALANCE	0	9,000	9,000	0	0	9,000	0.0%
8001	ASMP CARD SALES	65,323	50,000	50,000	1,810	61,963	-11,963	123.9%
8005	CAFETERIA/D & L VENDING	8,238	2,119	2,119	0	7,163	-5,044	338.0%
8006	INTEREST	144	155	155	10	151	4	97.7%
8010	MISCELLANEOUS	0	0	0	0	0	0	0.0%
8011	STUDENT REPRESENTATIVE FEES	7,357	11,000	11,000	354	12,349	-1,349	0.0%
8013	BOOKSTORE CONTRACT	5,000	5,000	5,000	0	0	5,000	0.0%
8014	PRIOR YEAR ADJUSTMENT	0	0	0	0	0	0	0.0%
8015	BUS PASS	13,757	13,000	13,000	0	7,670	5,330	0.0%
4999	OTHER INCOME	0	0	0	0	0	0	0.0%
	TOTAL REVENUE:	\$99,819	\$90,274	\$90,274	2,174	89,296	\$978	98.9%
EXPENSES								
8011 A	STUDENT REPRESENTATIVE FEE	0	8,689.00	9,049.00	1,155.00	3,020.80		
8011 B	SRC REP	0	5,000.00	5,000.00	83.05	1,441.05		
#4000	ASMP COUNCIL							
	ASMP COMMUNITY OUTREACH FUND	500	500	500	0	0	500.00	0.0%
	ASMP GENERAL FUND	1,646	1,000	1,000	66	849	151	84.9%
	ASMP OFFICE SUPPLIES FUND	10,713	8,200	8,200	762	7,240	960	0.0%
	ASMP PROMOTIONS FUND	0	0	0	0	0	0	0.0%
	ASMP STIPEND FUND	12,460	12,700	12,700	0	4,180	8,520	32.9%
	ASMP STUDENT BENEFITS FUND	20,854	17,700	17,700	-450	15,208	2,492	85.9%
#4007	STUDENT REP. COUNCIL							
	SRC STIPEND FUND	2,294	3,000	3,000	0	0	3,000	0.0%
#4010	ACTIVITIES COUNCIL							
	AC GENERAL FUND	5,472	5,000	5,000	900	7,244	-2,244	144.9%
	AC PROMOTIONAL ITEM FUND	1,606	650	450	500	1,060	-610	235.6%
	AC STIPENDS	2,040	1,600	1,440	0	640	800	44.4%
#4104	INTER CLUB COUNCIL-ICC							
	***ICC CLUB ACTIVITY FUND	6,494	7,500	5,940	556	1,666		
	ICC COMMUNITY ACTIVITY FUND	5,454	6,500	10,395	883	4,204		
	ICC EQUIPMENT FUND	1,360	1,500	990	0	0		
	ICC CLUB EQUIPMENT FUND	587	2,400	1,980	163	548		
	ICC SEED MONEY	4,099	6,000	5,940	616	2,722		
	ICC START UP FUNDS (\$200.00)	-1,766	2,335	990	0	50		
6560	BANK SERVICES							
	BANK CHARGES	9	0	0	0	0		
	TOTAL EXPENSES:	\$73,821	\$90,274	\$90,274	5,234	50,071	\$13,570	55.5%
	REVENUE OVER EXPENSE:	\$25,998	\$0	\$0	\$3,059	\$139,367	\$12,593	
	BEGINNING BALANCE WITH Y-T-D REVENUE					47,882		
	INCOME TO DATE					89,296		
	EXPENSE TO DATE					(50,071)		
	EST. ENDING BALANCE					87,107		

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. B

Administrative Services
College Area

Proposal:

That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Theater Walkway and Retaining Wall Project, DSA Application No. 01-112727, File No. 27-C1.

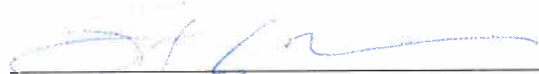
Background:

According to standard procedure for public works projects, a filing of a Notice of Completions is required to be filed within the County of the project's location. Upon the Board's approval to authorize the filing of the Notice of Completion with the County, a 35 day period will follow in which sub-contractors, vendors and related material suppliers formally satisfy all liens and unpaid bills. After the 35 days, the District will release any remaining funds to the contractor minus adequate funds to satisfy outstanding issues.


Budgetary Implications: None.

RESOLUTION: BE IT RESOLVED, That the Board authorize the District to file a Notice of Completion of Contract with the County of Monterey for the Theater Walkway and Retaining Wall Project, DSA Application No. 01-112728, File No. 27-C1.

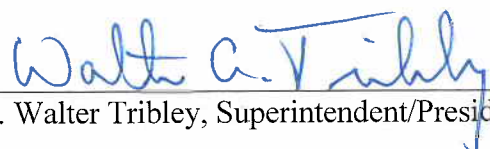
Recommended By:


Stephen Ma, Vice President for Administrative Services

Prepared By:


Suzanne Ammons, Administrative Assistant

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. C

Administrative Services
College Area

Proposal:

That the Governing Board review a change in discount pricing for Parking Permit fees, to be the same price regardless of the number of units in which a student is enrolled. Semester permits will continue to be \$50.00; or \$30.00 for students receiving Board of Governors fee waivers. Permits will continue to be \$25.00 per summer session. Annual permits will continue to be \$90.00; or \$60.00 for students receiving Board of Governors fee waivers. The change will take effect for the fall 2013 semester.

Background:


The above rates have been in effect since fall 2012. For the past several years the college provided a discount for non-fee waiver students who were enrolled in six or fewer units.

Education Code Section 76360 provides that all parking fees collected shall be deposited in the designated fund of the district, and shall be expended only for parking services or for purposes of reducing the costs to students and employees of the college of using public transportation to and from the college. The section defines "parking services" to mean the purchase, construction, and operation and maintenance of parking facilities for vehicles and motor vehicles as defined in Sections 415 and 670 of the Vehicle Code.

Budgetary Implications: The change in discount may generate some additional parking revenue, which offsets the costs of maintaining and operating MPC parking facilities.


INFORMATION ONLY: Review the change in discount pricing for Parking Permits, to take effect for the fall 2013 semester.

Recommended By:



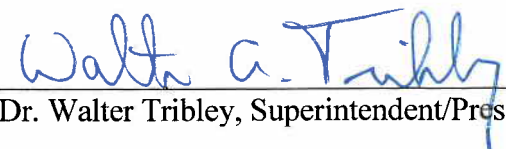
Stephen Ma, Vice President for Administrative Services

Prepared By:



Connie Andrews, Budget Analyst

Agenda Approval:



Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. D

Fiscal Services
College Area

Proposal:

That the Governing Board reviews the attached County of Monterey Investment Report for the quarter ending March 31, 2013

Background:

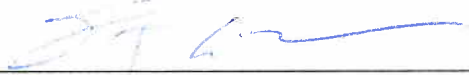
The majority of the funds are on deposit with the Monterey County Treasury pursuant to Ed Code. The County Treasurer provides a quarterly report to participating agencies detailing asset allocation and investment performance. The portfolio's net earned income yield for the period ending March 31, 2013, was 0.49%. Approximately 94% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. The remaining 6.13% is invested in corporate debt and is rated in the higher levels of investment grade.

Budgetary Implications:

None.


INFORMATION: County of Monterey Investment Report for the quarter ending March 31, 2013.

Recommended By:



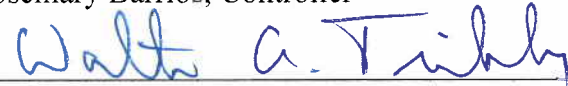
Stephen Ma, Vice President for Administrative Services

Prepared By:



Rosemary Barrios, Controller

Agenda Approval:



Dr. Walter Tribley, Superintendent/President



Monterey County

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Upon motion of Supervisor Potter, seconded by Supervisor Salinas and carried by those members present, the Board of Supervisors hereby:

Received and accepted the Treasurer's Report of Investments for the quarter ending March 31, 2013.

PASSED AND ADOPTED on this 23rd day of April 2013, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker and Potter
NOES: None
ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 76 for the meeting on April 23, 2013.

Dated: April 26, 2013
File Number: 13-0356

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By Denise Homarek
Deputy



Monterey County

04-23-13

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Report

Legistar File Number: 13-0356

Introduced: 4/8/2013

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

Receive and Accept the Treasurer's Report of Investments for the quarter ending March 31, 2013

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and accept the Treasurer's Report of Investments for the quarter ending March 31, 2013.

SUMMARY:

Government Code Section 53646 (b)(1) states the Treasurer may submit a quarterly report of investments. The attached Exhibit A provides a narrative portfolio review of economic and market conditions that support the investment activity during the January - March period. Exhibit B describes the investment portfolio position by investment type as of March 31, 2013. Exhibit C is a listing of historical Monterey County Treasury Pool yields versus benchmarks. Exhibit D describes the investment portfolio by maturity range, and Exhibit E is an overview of the short term funds that the Treasurer invests in overnight, liquid assets.

DISCUSSION:

During the January to March quarter the Treasury bond curve changed very little in the 1 month - 5 year term. Yields in maturities of six months to three years were down slightly, while very short term bonds with maturity dates under six months and longer term maturities of five years and over were slightly higher. The Federal Reserve continued their plans to expand their Quantitative Easing program, and continued their assurances that they will keep the Fed Funds Rate at or below 0.25. During January and February, the federal government was unable to come to an agreement on budget cuts, which caused the automatic sequestration of \$85 billion in federal spending at the beginning of March and furthered the perception that they are unable to develop solutions to an already difficult recovery. At the end of March, the ongoing financial issues in the EU flared up again, this time in Cyprus. After the Cyprian government refused to adopt the originally proposed austerity measures to receive a bailout from the EU, they later enacted legislation that will break up their second largest bank and restructure the largest. The measures will also allow them to impose large losses on bank deposits larger than \$100,000 Euros. They also placed capitol controls on the amount of funds that could be withdrawn from the banks each day, as well as the amount of funds that each person is allowed to carry out of the country. All of these factors helped contribute to a continued flight to safety and increased investment in U.S. fixed income securities.

On March 31, 2013 the Monterey County investment portfolio contained an amortized cost basis of \$980,877,313 spread among 78 separate securities and funds. The par value of those

funds was \$979,715,931, with a market value of \$982,078,321 or 100.12% of amortized book value. The portfolio's net earned income yield for the period was 0.49%. The portfolio produced estimated income of \$1,224,338 for the quarter which will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 514 days.

The investment portfolio was in compliance with all applicable provisions of state law and the adopted investment policy, and contained sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

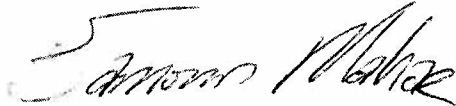
OTHER AGENCY INVOLVEMENT:

A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by GC 53607.

FINANCING:

The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as the Federal Reserve is expected to continue keeping short term interest rates at the current rate of 0.00 - 0.25%.

Prepared by: Eamonn M. Mahar, Investment Officer, x5490



Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5474



cc:
County Administrative Office
County Counsel
Auditor-Controller - Internal Audit Section
All depositors
Treasury Oversight Committee

Attachments:

Exhibit A - Investment Portfolio Review - 03.31.13
Exhibit B - Portfolio Management Report - 03.31.13
Exhibit C - Monterey County Historical Yields vs. Benchmarks
Exhibit D - Aging Report - 04.01.13
Exhibit E - Overnight (Liquid) Asset Distribution

Exhibit A

Investment Portfolio Review Quarter Ending March 31, 2013

OVERVIEW – January 1 – March 31, 2013

During the January to March quarter the Treasury bond curve changed very little in the 1 month – 5 year term. Yields in maturities of six months to three years were down slightly, while very short term bonds with maturity dates under six months and longer term maturities of five years and over were slightly higher. The Federal Reserve continued their plans to expand their Quantitative Easing program, and continued their assurances that they will keep the Fed Funds Rate at or below 0.25. During January and February, the federal government was unable to come to an agreement on budget cuts, which caused the automatic sequestration of \$85 billion in federal spending at the beginning of March and furthered the perception that they are unable to develop solutions to an already difficult recovery. At the end of March, the ongoing financial issues in the EU flared up again, this time in Cyprus. After the Cyprian government refused to adopt the originally proposed austerity measures to receive a bailout from the EU, they later enacted legislation that will break up their second largest bank and restructure the largest. The measures will also allow them to impose large losses on bank deposits larger than \$100,000 Euros. They also placed capitol controls on the amount of funds that could be withdrawn from the banks each day, as well as the amount of funds that each person is allowed to carry out of the country. All of these factors helped contribute to a continued flight to safety and increased investment in U.S. fixed income securities.

The County Treasury was able to outperform all of the portfolio benchmarks due to a consistent investment strategy that ladders short term debt to provide liquidity, while also taking advantage of higher rates by buying small amounts of longer term corporate and callable debt structures. The following indicators reflect key aspects of the County's investment portfolio in light of the above noted conditions:

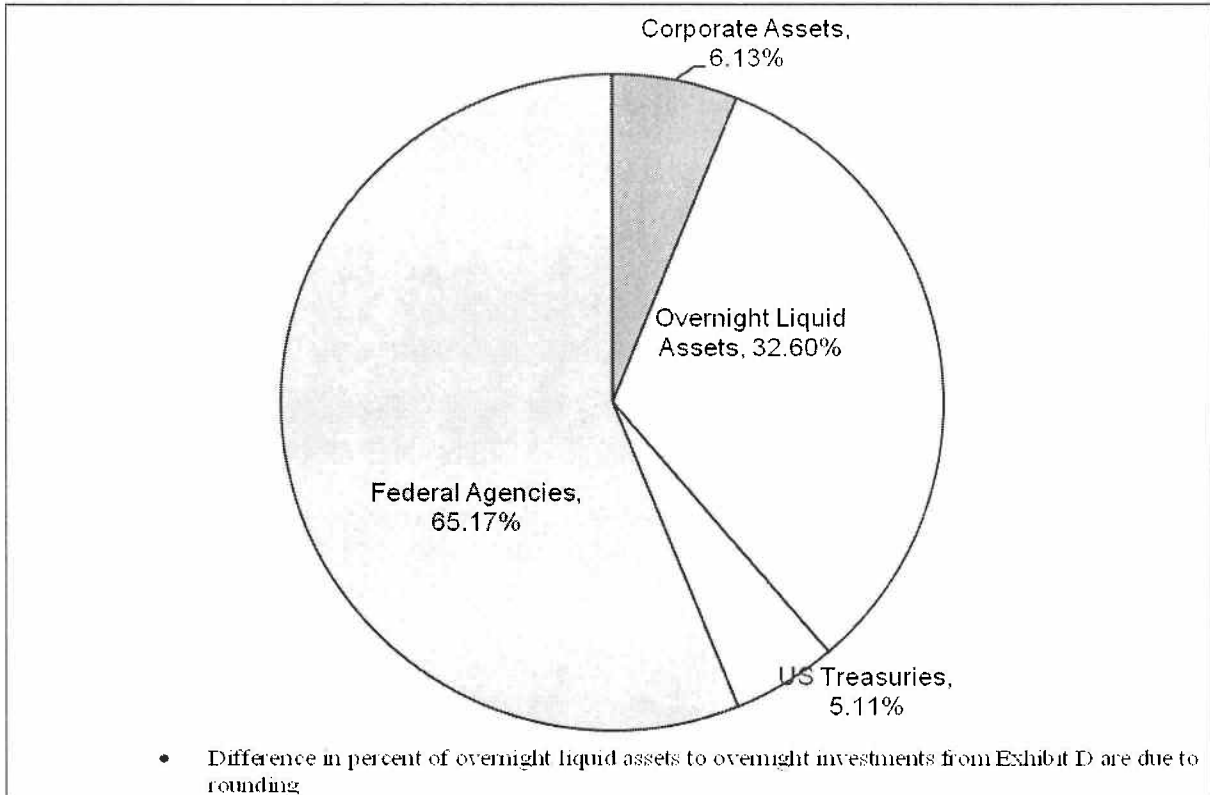
1. Market Access – The U.S. Treasury continued to issue substantial amounts of debt instruments. The continued large issuance is due to their efforts to stimulate the economy by providing funding for financial institutions, social programs, and ongoing military funding requirements. Access to U.S. Treasuries and Agency debt has been plentiful, but yields have continued to remain low as investors seek safe havens from an uncertain world market. These issues have continued to keep yields low on Treasury bonds from January through March.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds, Certificates of Deposits and highly rated (A1, P1), short term Commercial Paper. In addition, the Treasurer continues to keep a high level of overnight liquid

assets, reflecting the need to maintain increased levels of available cash to ensure our ability to meet any cash flow needs.

2. Diversification - The Monterey County Treasurer's portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the pie chart below:



3. Credit Risk – Approximately 94% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (6.13%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or they are guaranteed by the U.S. Treasury.
4. Liquidity Risk – Liquidity risk, as measured by the ability of the county's Treasury to meet withdrawal demands on invested assets, was adequately managed during the January to March quarter. The portfolio's average weighted maturity was 514 days, and a large percentage (32.60%) of assets was held in immediately available funds.

PORTFOLIO CHARACTERISTICS

	<u>December 31, 2013</u>	<u>March 31, 2013</u>
Total Assets	\$1,033,515,337	\$980,877,313
Market Value	\$1,034,828,004	\$982,078,231
Days to Maturity	425	514
Yield	0.49%	0.49%
Estimated Earnings	\$1,211,697	\$1,224,338

FUTURE STRATEGY

The U.S. Treasury has continued a policy of heavy borrowing for stimulus programs, military funding and other additional needs. Despite the downgrade of U.S. debt by Standard and Poor's last year and the continued uncertainty in global markets; investors continue to prefer the safety of U.S. debt to other investment options.

Continued uncertainty about Congress' ability to work together and find a comprehensive solution to financial issues, and poor economic news from many areas of the world have continued to reinforce the cautious, risk averse attitude of investors. The increasing regulations on financial institutions; overall uncertainty in the ability of the U.S. government work together combined with an overall slowdown of the global economy continues to drag on our economic recovery. This is clearly reflected in the Federal Reserve's new mandate for continued low rates until specific economic targets are met. The current stability and slow but steady improvement of the U.S. economy ensures that our debt products will remain a safe haven for investors for the foreseeable future, which is good for our overall economic outlook, but ensures continued low rates until underlying conditions change.

In the near term the Treasurer believes short term yields will remain extremely low and will not begin to rise until there is a longer history of consistent improvement in the unemployment rate, or the Federal Reserve starts to see significant inflation in the core Consumer Price Index. The Treasurer's rolling investment ladder will access the short term Treasury and Agency market with expected yields over the next 90 days of less than one-half percent. In our efforts to continue to provide the safest vehicles for Treasury investments, the Treasurer will maintain a portfolio weighted with U.S. Treasuries, Federal Agency securities, and other highly liquid assets.

Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Money Market Accts-GC 53601(k)(2)												
SYS11672	11672	BlackRock			86,216,000.88	86,216,000.88	86,216,000.88	0.130			1	
SYS11801	11801	CalTrust			100,000,000.00	100,000,000.00	100,000,000.00	0.305	Aaa	AAA	1	
SYS11830	11830	Federated			0.00	0.00	0.00	0.101	Aaa	AAA	1	
SYS11578	11578	Fidelity Investments			4,932,312.88	4,932,312.88	4,932,312.88	0.080	Aaa	AAA	1	
Subtotal and Average			185,826,347.53		191,148,313.76	191,148,313.76	191,148,313.76				1	
State Pool-GC 53601(p)												
SYS11361	11361	LAIF			50,000,000.00	50,000,000.00	50,000,000.00	0.290			1	
SYS11422	11422	LAIF			0.00	0.00	0.00	0.322			1	
Subtotal and Average			70,095,644.44		50,000,000.00	50,000,000.00	50,000,000.00				1	
CAMP-GC 56301(p)												
SYS10379	10379	Calif. Asset Mgmt			75,500,000.00	75,500,000.00	75,500,000.00	0.139		AAA	1	
SYS11457	11457	Calif. Asset Mgmt			0.00	0.00	0.00	0.128		AAA	1	
SYS11526	11526	Calif. Asset Mgmt			3,067,617.42	3,067,617.42	3,067,617.42	0.144		AAA	1	
Subtotal and Average			92,232,028.50		78,567,617.42	78,567,617.42	78,567,617.42				1	
Negotiable CDs - GC 53601 (i)												
78009NGU4	11863	RBC Capital Markets		06/25/2012	10,000,000.00	9,990,000.00	10,000,000.00	1.500	Aa	AA	815	06/25/2015
Subtotal and Average			18,122,273.10		10,000,000.00	9,990,000.00	10,000,000.00				815	
Medium Term Notes - GC 53601(k)												
36962G4N1	11701	General Electric		08/11/2010	10,000,000.00	10,073,000.00	10,000,000.00	1.060	A	AA	862	08/11/2015
36962G4X9	11738	General Electric		01/07/2011	5,000,000.00	5,063,000.00	5,003,360.56	2.100	A	AA	281	01/07/2014
36962G4X9	11749	General Electric		03/09/2011	5,000,000.00	5,063,000.00	5,003,687.23	2.100	A	AA	281	01/07/2014
36962G5W0	11855	General Electric		04/27/2012	5,000,000.00	5,170,000.00	4,994,665.39	2.300	A	AA	1,487	04/27/2017
36962G5W0	11856	General Electric		04/27/2012	5,000,000.00	5,170,000.00	5,006,108.33	2.300	A	AA	1,487	04/27/2017
89233P5S1	11839	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,190,000.00	5,085,130.43	2.050	Aa	AA	1,382	01/12/2017
89233P5Z5	11840	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,046,000.00	5,011,551.50	1.000	Aa	AA	687	02/17/2015
Subtotal and Average			40,498,139.14		40,000,000.00	40,775,000.00	40,104,503.44				917	
Commercial Paper Disc.- GC 53601(h)												
89233GT71	11879	Toyota Motor Corporation		09/27/2012	10,000,000.00	9,996,900.00	9,993,486.11	0.350	P-1	A-1	67	06/07/2013
Subtotal and Average			9,989,159.72		10,000,000.00	9,996,900.00	9,993,486.11				67	

Portfolio INVT
AP
PM (PRF_PM2) 7.3.0

Run Date: 04/03/2013 - 11.51

Report Ver: 7.3.3b

Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
31331KHL7	11763	Federal Farm Credit Bank		04/15/2011	10,000,000.00	10,003,200.00	10,000,192.50	0.850	Aaa	AA	14	04/15/2013
3133EAKP2	11844	Federal Farm Credit Bank		04/04/2012	10,000,000.00	9,990,800.00	10,000,000.00	1.360	Aaa	AA	1,464	04/04/2017
3133EAPB8	11857	Federal Farm Credit Bank		05/02/2012	10,000,000.00	10,010,900.00	10,000,000.00	1.230	Aaa	AA	1,492	05/02/2017
3133EAF86	11864	Federal Farm Credit Bank		08/07/2012	10,000,000.00	10,020,700.00	10,000,000.00	0.970	Aaa	AA	1,589	08/07/2017
3133EAF60	11867	Federal Farm Credit Bank		08/06/2012	10,000,000.00	10,008,600.00	10,000,000.00	0.430	Aaa	AA	857	08/06/2015
3133EAFZ8	11868	Federal Farm Credit Bank		08/03/2012	10,000,000.00	10,000,400.00	10,000,000.00	0.625	Aaa	AA	1,087	03/23/2016
3133ECD35	11902	Federal Farm Credit Bank		01/17/2013	10,000,000.00	9,997,800.00	9,999,435.94	0.150	Aaa	AA	291	01/17/2014
31331KAH3	11909	Federal Farm Credit Bank		03/19/2013	10,000,000.00	10,085,900.00	10,086,033.14	1.125	Aaa	AA	332	02/27/2014
3133XQU34	11767	Federal Home Loan Bank		04/28/2011	10,000,000.00	10,058,200.00	10,045,687.16	3.625	Aaa	AA	58	05/29/2013
3133795A3	11853	Federal Home Loan Bank		04/20/2012	10,000,000.00	10,000,500.00	10,000,000.00	0.220	Aaa	AA	18	04/19/2013
313379BY4	11858	Federal Home Loan Bank		05/01/2012	10,000,000.00	10,000,000.00	9,999,458.77	0.125	Aaa	AA	29	04/30/2013
313378YY1	11860	Federal Home Loan Bank		05/08/2012	10,000,000.00	10,000,500.00	10,000,153.55	0.240	Aaa	AA	15	04/16/2013
313379FZ7	11865	Federal Home Loan Bank		07/30/2012	10,000,000.00	10,001,200.00	10,000,595.04	0.230	Aaa	AA	43	05/14/2013
313376DF9	11869	Federal Home Loan Bank		08/23/2012	10,000,000.00	10,002,300.00	10,001,591.25	0.310	Aaa	AA	45	05/16/2013
3133XXYX9	11872	Federal Home Loan Bank		08/29/2012	10,000,000.00	10,039,900.00	10,037,169.86	1.875	Aaa	AA	81	06/21/2013
313379D89	11873	Federal Home Loan Bank		08/29/2012	10,000,000.00	9,999,900.00	9,999,540.98	0.125	Aaa	AA	32	05/03/2013
313380RB5	11877	Federal Home Loan Bank		09/14/2012	10,000,000.00	10,001,000.00	10,000,000.00	0.180	Aaa	AA	74	06/14/2013
313380EC7	11878	Federal Home Loan Bank		09/17/2012	10,000,000.00	9,968,500.00	9,956,619.74	0.750	Aaa	AA	1,621	09/08/2017
313380XB8	11881	Federal Home Loan Bank		10/17/2012	10,000,000.00	10,000,400.00	9,997,341.67	0.625	Aaa	AA	1,295	10/17/2016
3133803P0	11883	Federal Home Loan Bank		11/07/2012	10,000,000.00	10,003,700.00	10,001,753.11	0.250	Aaa	AA	109	07/19/2013
313370TW8	11888	Federal Home Loan Bank		12/05/2012	10,000,000.00	10,539,900.00	10,502,880.35	2.000	Aaa	AA	1,257	09/09/2016
313379Z36	11889	Federal Home Loan Bank		12/06/2012	10,000,000.00	10,003,200.00	10,001,933.97	0.250	Aaa	AA	95	07/05/2013
313380S40	11895	Federal Home Loan Bank		12/12/2012	10,000,000.00	10,002,500.00	10,001,055.31	0.190	Aaa	AA	171	09/19/2013
313381K46	11896	Federal Home Loan Bank		12/20/2012	10,000,000.00	10,001,500.00	10,000,000.00	0.170	Aaa	AA	172	09/20/2013
313381LS2	11897	Federal Home Loan Bank		01/07/2013	10,000,000.00	10,000,500.00	9,999,661.54	0.150	Aaa	AA	179	09/27/2013
313379QS1	11898	Federal Home Loan Bank		01/09/2013	10,000,000.00	10,005,100.00	10,004,643.46	0.250	Aaa	AA	158	09/06/2013
313381WC5	11900	Federal Home Loan Bank		01/15/2013	10,000,000.00	9,995,900.00	9,997,081.11	0.125	Aaa	AA	289	01/15/2014
313376UF0	11901	Federal Home Loan Bank		01/16/2013	10,000,000.00	10,016,200.00	10,017,176.94	0.375			303	01/29/2014
3133805T0	11904	Federal Home Loan Bank		01/23/2013	10,000,000.00	10,007,400.00	10,009,968.96	0.270	Aaa		297	01/23/2014
313381ZH1	11905	Federal Home Loan Bank		02/21/2013	10,000,000.00	9,988,500.00	10,000,000.00	1.200	Aaa	AA	1,787	02/21/2018
3133825F6	11907	Federal Home Loan Bank		02/27/2013	10,000,000.00	10,007,400.00	10,000,000.00	1.300	Aaa	AA	1,793	02/27/2018
313382DF7	11908	Federal Home Loan Bank		03/06/2013	10,000,000.00	9,995,000.00	9,995,265.33	0.125	Aaa	AA	330	02/25/2014
313380EE3	11910	Federal Home Loan Bank		03/19/2013	10,000,000.00	10,006,100.00	10,008,407.66	0.250	Aaa	AA	319	02/14/2014
3134G3DZ0	11820	Federal Home Loan Mtg Corp		12/14/2011	10,000,000.00	10,013,600.00	10,000,000.00	1.250	Aaa	AA	1,170	06/14/2016
3134G3RV4	11838	Federal Home Loan Mtg Corp		03/21/2012	10,000,000.00	10,059,600.00	10,000,000.00	0.800	Aaa	AA	903	09/21/2015
3137EADC0	11852	Federal Home Loan Mtg Corp		04/18/2012	10,000,000.00	10,122,000.00	9,973,994.83	1.000	Aaa	AA	1,437	03/08/2017

Portfolio INVT
AP
PM (PRF_PM2) 7.3.0

Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
Fed Agcy Coupon Sec - GC 53601(f)												
3134G3WB2	11862	Federal Home Loan Mtg Corp		06/07/2012	10,000,000.00	10,018,600.00	10,000,000.00	1.300	Aaa	AA	1,528	06/07/2017
3137EACJ6	11866	Federal Home Loan Mtg Corp		08/02/2012	10,000,000.00	10,006,600.00	10,005,526.62	1.625	Aaa	AA	14	04/15/2013
3134G3H52	11871	Federal Home Loan Mtg Corp		09/12/2012	10,000,000.00	10,017,200.00	10,000,000.00	1.000	Aaa	AA	1,625	09/12/2017
3134G3K33	11875	Federal Home Loan Mtg Corp		09/27/2012	10,000,000.00	10,010,500.00	9,997,383.33	0.700	Aaa	AA	1,275	09/27/2016
3134G3S50	11887	Federal Home Loan Mtg Corp		11/30/2012	10,000,000.00	10,015,500.00	10,022,995.83	0.625	Aaa	AA	1,310	11/01/2016
3135G0HV8	11837	Federal National Mtg Assn		03/06/2012	10,000,000.00	10,067,900.00	9,976,416.67	1.200	Aaa	AA	1,435	03/06/2017
3135G0NX7	11870	Federal National Mtg Assn		09/13/2012	10,000,000.00	10,014,500.00	10,000,000.00	1.000	Aaa	AA	1,442	03/13/2017
3136G0B26	11874	Federal National Mtg Assn		09/27/2012	10,000,000.00	10,032,200.00	10,000,000.00	1.000	Aaa	AA	1,640	09/27/2017
3135G0NH2	11876	Federal National Mtg Assn		09/13/2012	10,000,000.00	10,023,200.00	9,994,667.42	0.950	Aaa	AA	1,605	08/23/2017
3136G04Q1	11884	Federal National Mtg Assn		11/20/2012	10,000,000.00	10,178,200.00	10,184,239.06	1.500	Aaa	AA	1,694	11/20/2017
3136G06Z9	11885	Federal National Mtg Assn		12/13/2012	10,000,000.00	9,990,700.00	10,000,000.00	0.650	Aaa	AA	1,352	12/13/2016
3136G14N6	11890	Federal National Mtg Assn		01/02/2013	10,000,000.00	9,970,400.00	9,992,913.06	0.750	Aaa	AA	1,549	06/28/2017
3135G0BR3	11893	Federal National Mtg Assn		12/12/2012	10,000,000.00	10,013,300.00	10,011,719.83	0.500	Aaa	AA	130	08/09/2013
31398AX31	11894	Federal National Mtg Assn		12/12/2012	10,000,000.00	10,042,700.00	10,041,587.90	1.250	Aaa	AA	141	08/20/2013
3135G0TK9	11899	Federal National Mtg Assn		01/30/2013	10,000,000.00	10,014,900.00	10,000,000.00	1.050	Aaa	AA	1,765	01/30/2018
3135G0PP2	11903	Federal National Mtg Assn		01/18/2013	10,000,000.00	10,027,100.00	10,031,567.78	1.000	Aaa	AA	1,633	09/20/2017
3135G0UH4	11906	Federal National Mtg Assn		02/22/2013	10,000,000.00	10,023,700.00	10,000,000.00	1.200	Aaa	AA	1,788	02/22/2018
3135G0AP8	11911	Federal National Mtg Assn		03/28/2013	10,000,000.00	10,107,400.00	10,097,354.10	1.250	Aaa	AA	332	02/27/2014
Subtotal and Average			533,057,304.67		540,000,000.00	541,533,400.00	540,994,013.77				805	
US Treasury Note-GC 53601(b)												
912828NN6	11771	U.S. Treasury		05/16/2011	10,000,000.00	10,026,200.00	10,011,096.52	1.000	Aaa	AA	105	07/15/2013
912828NH9	11880	U.S. Treasury		10/12/2012	10,000,000.00	10,021,100.00	10,019,531.25	1.125	Aaa	AA	75	06/15/2013
912828NN6	11882	U.S. Treasury		11/01/2012	10,000,000.00	10,026,200.00	10,023,391.72	1.000	Aaa	AA	105	07/15/2013
912823RD4	11891	U.S. Treasury		12/10/2012	10,000,000.00	10,000,000.00	9,997,975.86	0.125	Aaa	AA	152	08/31/2013
912828NU0	11892	U.S. Treasury		12/10/2012	10,000,000.00	10,023,400.00	10,022,064.01	0.750	Aaa	AA	136	08/15/2013
Subtotal and Average			50,106,891.23		50,000,000.00	50,096,900.00	50,074,059.36				115	
Federal Agency Step Up-GC 53601(f)												
3136G07K1	11886	Federal National Mtg Assn		12/06/2012	10,000,000.00	9,970,100.00	9,995,319.44	0.700	Aaa	AA	1,710	12/06/2017
Subtotal and Average			12,661,862.59		10,000,000.00	9,970,100.00	9,995,319.44				1,710	

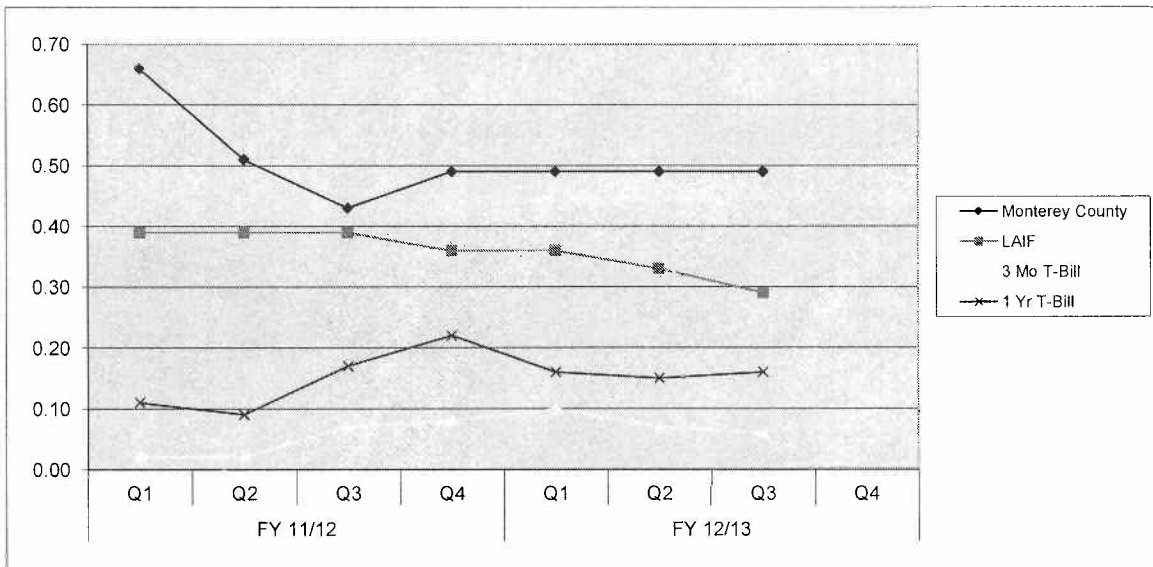
Exhibit B

Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

Page 4

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity
			Total and Average		979,715,931.18	982,078,231.18	980,877,313.30				514

Exhibit C Monterey County Historical Yields vs. Benchmarks



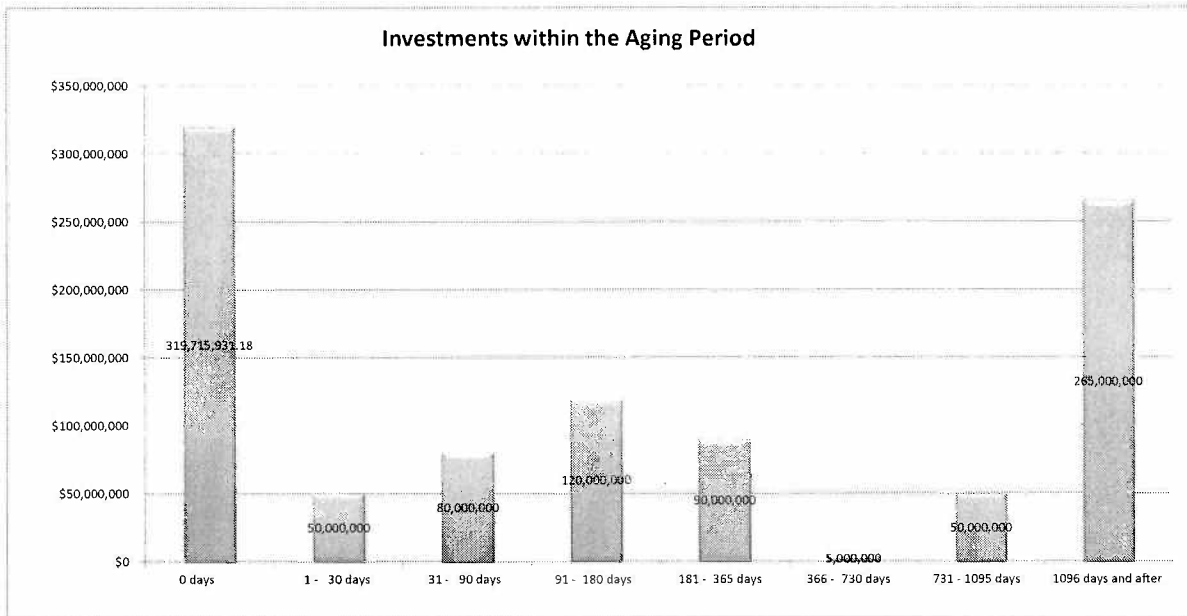
Quarterly Yield	FY 11/12				FY 12/13			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Monterey County	0.66	0.51	0.43	0.49	0.49	0.49	0.49	
LAIF	0.39	0.39	0.39	0.36	0.36	0.33	0.29	
3 Mo T-Bill	0.02	0.02	0.07	0.08	0.10	0.07	0.06	
1 Yr T-Bill	0.11	0.09	0.17	0.22	0.16	0.15	0.16	

- The 3Mo and 1 Yr T-Bill yields are obtained from the B of A Merrill Lynch Global Bond Indices



Exhibit D
Monterey County
Aging Report
By Maturity Date
As of April 1, 2013

Aging Interval:	Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
0 days (04/01/2013 - 04/01/2013)	319,715,931.18	32.63%	319,715,931.18	319,715,931.18
1 - 30 days (04/02/2013 - 05/01/2013)	50,000,000.00	5.10%	50,005,331.44	50,010,800.00
31 - 90 days (05/02/2013 - 06/30/2013)	80,000,000.00	8.17%	80,097,601.65	80,120,500.00
91 - 180 days (07/01/2013 - 09/28/2013)	120,000,000.00	12.25%	120,116,883.23	120,148,300.00
181 - 365 days (09/29/2013 - 04/01/2014)	90,000,000.00	9.19%	90,217,770.97	90,337,700.00
366 - 730 days (04/02/2014 - 04/01/2015)	5,000,000.00	0.51%	5,011,551.50	5,046,000.00
731 - 1095 days (04/02/2015 - 03/31/2016)	50,000,000.00	5.10%	50,000,000.00	50,131,600.00
1096 days and after (04/01/2016 -)	265,000,000.00	27.05%	265,712,243.33	266,567,400.00
Total for 78 Investments		100.00	980,877,313.30	982,078,231.18



Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. E

Administrative Services
College Area

Proposal:

That the Governing Board authorize a Notice of Intent to enter into a lease agreement with the Monterey Bay Certified Farmers Market, Inc., at \$186.54 per week for the period of July 1, 2013 through June 30, 2014 and direct staff to publish the Notice of Intent in a newspaper of general circulation once a week for three consecutive weeks commencing with the week of May 27, 2013.

Background:


The Monterey Bay Certified Farmers Market, Inc. is an Internal Revenue Code (IRC) Section 521 farmers' cooperative organization. A farmers' cooperative organization, under provisions of IRC 521, is operated for the purpose of marketing the products of its members or other producers, and returning to them the proceeds of sales, less necessary market expenses, on the basis of either the quantity or the value of the products furnished by them.

In accordance with Education Code Section 81378.1, the Board may enter into a lease agreement with the Monterey Bay Certified Farmers' Market inc. for a period of between six days and five years. Prior to entering into a lease agreement pursuant to the provisions of Section 81378.1 the Board is to identify how fair market value is determined and publicly advertise its intent to enter into a lease. The attached resolution developed to comply with the requirements of Education Code section 81378.1, has been utilized in previous years with this lease agreement approval. Both parties may terminate this agreement and must do so in writing with a minimum of thirty days notice.

The Monterey Bay Certified Farmers Market, Inc. has leased a parking lot from the District for many years for the purpose of selling produce to the local community. The current agreement provides for a rental fee of \$175 per week and the last fee increase occurred in July 1, 2006. The rental rate charged by Cabrillo College to this same market operator is \$300 per week, and was last renegotiated in 2010-11. Cabrillo College's Farmers Market has nearly twice the number of vendors as the MPC market. The Alvarado Street Farmers Market (Old Monterey Business Association) last raised their fees by approximately 5% for 2010-11 as well. While no rental fee increase is being recommended to the current fee of \$175 per week, MPC began charging the Monterey Bay Certified Farmers Market an additional \$600 for the year for use of college personnel to assist with traffic and parking enforcement efforts expended during the first two weeks of fall and spring semesters. This fee is divided over the twelve months and added to the weekly \$175 rental fee for a total of \$186.54.

Budgetary Implications: This agreement generates approximately \$9,350 in income per year, from which \$600 will be used to offset the cost of parking and traffic enforcement.

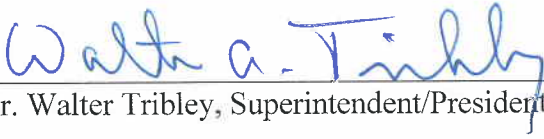
RESOLUTION: BE IT RESOLVED, That the Board authorize a Notice of Intent to enter into a lease agreement with the Monterey Bay Certified Farmers Market, Inc., at \$186.54 per week for the period of July 1, 2013 through June 30, 2014 and direct staff to publish the Notice of Intent in a newspaper of general circulation once a week for three consecutive weeks commencing with the week of May 27, 2013.

Recommended By: 

Stephen Ma, Vice President for Administrative Services

Prepared By: 

Suzanne Ammons, Administrative Assistant

Agenda Approval: 

Dr. Walter Tribley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. F

Academic Affairs
College Area

Proposal:

To approve the proposed courses which have proceeded through the institutional curriculum development process to the point of recommendation to the Board.

Background:

The courses listed below are recommended by the Curriculum Advisory Committee and endorsed by the MPC administration.

Budgetary Implications:

When offered, related courses and programs generate instructor and support costs, which are offset by student attendance driven income.

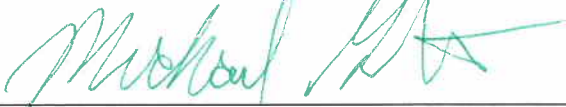
RESOLUTION: BE IT RESOLVED, that the following new courses be approved:

FIRE 242, Fire Prevention 1
PFIT 19B, Body Sculpting II
PHED 6B, Soccer II
PHED 42B, Athletic Training Field Experience II
PHED 61B, Elements of Football II
THEA 35A, Musical Theatre Production – Contemporary
THEA 60A, Studio Theatre – Comedy
THEA 70A, Dance Theatre - Contemporary

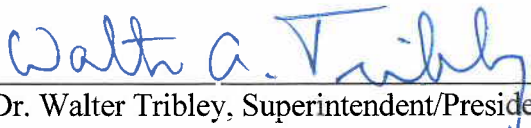
Recommended By:


Celine Pinet, Vice President of Academic Affairs

Prepared By:


Michael Gilmartin, Dean of Instructional Planning

Agenda Approval:


Dr. Walter Tribley, Superintendent/President

PROPOSED COURSES

FIRE 242

Fire Prevention 1

2 units

2 hours lecture

Justification

This course will take the place of the current FIRE 113, Fire Prevention 1A and FIRE 114 Fire Prevention 1B. These changes will occur at the State level.

Description

This course covers the Company Officer certification track and the Capstone Task Book process. It equips students with knowledge and skills related to the Company Officer's role in fire prevention, the relationship between life safety and building construction, the elements of a quality company inspection program, and the addressing of complex hazards encountered during an inspection. The course applies to State Certification as Company Officer.

PFIT 19B

Body Sculpting II

0.5 unit

2 hours lab

Justification

To meet new guidelines regarding course leveling and repeatability.

Description

This course is a continuation of Body Sculpting I. Students are introduced to intermediate muscle resistance exercises and flexibility activities with an emphasis on proper technique and alignment. Students improve muscle endurance, core strength, and functional movement.

PHED 6B

Soccer II

0.5 unit

1.5 hours lab

Justification

To meet new guidelines regarding course leveling and repeatability.

Description

This course is a continuation of Soccer I. Students develop intermediate level skills in offensive and defensive soccer techniques. Intermediate level soccer strategies for team play is introduced.

PHED 42B**Athletic Training Field Experience II**

2 units

6 hours lecture

Justification

To meet new guidelines regarding course leveling and repeatability.

Description

This course is a continuation of Physical Education 42A. Students learn additional techniques for the practical application of athletic training skills as applied in the athletic training room and at athletic events.

PHED 61B**Elements of Football II**

2 units

2 hours lecture

Justification

To meet new guidelines regarding course leveling and repeatability.

Description

This is a continuation of Elements of Football I. Students learn more advanced offensive and defensive strategies and techniques used in the game of football.

THEA 35A**Musical Theatre Production - Contemporary**

3 units

9 hours lab

Justification

This course will be part of a "family" of musical theatre performance series. Once accepted, it will replace/augment THEA 35.

Description

This course approaches the staging applications and techniques for singing and acting in a contemporary (post-1970) musical theatre production.

THEA 60A**Studio Theatre – Comedy****3 units****9 hours lab****Justification**

To streamline and group theatre productions into more functional families of courses. Once adopted, these courses will supplant currently listed production courses THEA 60 - 63.

Description

This course provides instruction and supervised participation in rehearsal and performance elements and techniques for an intimate, black box style stage comedy production.

THEA 70A**Dance Theatre - Contemporary****2 units****6 hours lab****Justification**

This course supplements and augments THEA 35A with an exclusive focus on dance performance. It is designed to be offered in concurrence with that course.

Description

This course approaches the rehearsal and staging applications and techniques for performing a dancing role in a contemporary (post-1970) musical theatre production.

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. G

Human Resources
College Area

Proposal:

That the Governing Board receive the annual report on employee demographics.

Background:

A component goal for Human Resources, recommended by the Equal Employment Opportunity Advisory Committee, is an annual presentation to the Board of Trustees on the demographics of the employees at Monterey Peninsula College. The report will be delivered at the Board meeting by Barbara Lee, Associate Dean of Human Resources.

Fiscal Implications:

None.

INFORMATION: Employee Demographics Report.

Recommended By: Barbara Lee
Barbara Lee, Associate Dean of Human Resources

Prepared By: Barbara Lee
Barbara Lee, Associate Dean of Human Resources

Agenda Approval: Walter A. Tribbley
Dr. Walter Tribbley, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. H

Human Resources
College Area

Proposal:

That the Governing Board employ and ratify the employment agreement with _____ to serve as the Interim Director, Public Safety Training Center from _____ until the vacant position is filled or December 31, 2013.

Background:

With the retirement of Natalie Rodda at the end of June, it is necessary to employ an interim administrator to continue the operations of the Public Safety Training Center while recruitment and selection processes take place. Following the solicitation of applications, screening, interviewing and reference checks it is recommended that _____ be employed as the Interim Director under the terms and conditions of the attached contract.

Salary placement is Step _____, Director, on the Administrative Salary Schedule with a monthly salary of _____. Health benefits do not apply to this position.

Budgetary Implications:

Included in budget.

[X] RESOLUTION: BE IT RESOLVED, that the Governing Board employ _____ as the Interim Director, Public Safety Training Center, effective _____ until the vacant position is filled or December 31, 2013; and,

BE IT FURTHER RESOLVED, that the Governing Board ratify the attached employment agreement between _____ and Monterey Peninsula College District.

Recommended By: [Signature]
Dr. Céline Pinet, Vice President for Academic Affairs

Prepared By: [Signature]
Barbara Lee, Associate Dean of Human Resources

Agenda Approval: [Signature]
Dr. Walter Tribley, Superintendent/President

EMPLOYMENT AGREEMENT

May 24, 2013

THIS AGREEMENT is made between _____, Interim Director of the Public Safety Training Center, and the Board of Trustees of the Monterey Peninsula Community College District.

The Board hereby employs the Interim Director of the Public Safety Training Center in a temporary management position, pursuant to Section 72411 of the Education Code. The Interim Director of the Public Safety Training Center accepts such employment, in accordance with the following terms and conditions:

1. This Agreement shall be effective as of _____, 2013, and shall end no later than December 31, 2013. The intent is to have the Interim Director of the Public Safety Training Center work until the individual hired for the currently vacant position of Director of the Public Safety Training Center begins work. This Agreement may be extended or it may be terminated prior to December 31, 2013, as mutually agreed to by both parties.

The Interim Director of the Public Safety Training Center shall be responsible for performing the day-to-day functions of the position as described in the attached job description.

2. Compensation will be paid based on the Administrative Salary Schedule, Director, Step _____, and shall be pro-rated based on number of days worked (based on 246 workdays per year.)

Monthly Salary Rate:

Annual Salary Rate:

3. Compensation shall be paid in accordance with applicable laws, rules and regulations.
4. The Interim Director of the Public Safety Training Center shall not receive health and welfare benefits.
5. Vacation leave shall accrue at the rate of 1.833 days per month for the term of this agreement. Vacation accrued and unused shall be paid following the termination of this agreement.
6. Sick leave shall accrue at the rate of 1.0 days per month. Unused sick leave shall not be paid upon separation from the District.
7. The District shall reimburse the Interim Director of the Public Safety Training Center for actual and necessary expenses which s/he incurs within the scope of employment in accordance with applicable District policy.
8. This contract may be terminated by the Interim Director of the Public Safety Training Center or the Board with thirty (30) days notice.
9. This contract may not be assigned without the consent of the Board.
10. This assignment is temporary and provides no eligibility to permanent status with the Monterey Peninsula Community College District.

11. The terms and conditions of this agreement may be changed by mutual agreement of the Interim Director of the Public Safety Training Center and the Board.
12. To the extent applicable, this Agreement is subject to the provisions of Government Code Sections 53243-53243.4 which require reimbursement under the circumstances stated therein.
13. This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event of litigation, venue shall be in the Superior Court for the County of Monterey, State of California.
14. This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained in this agreement. This Agreement is intended by the parties to be the sole instrument governing the relationship between the parties unless a provision of law, now or hereinafter enacted, is specifically applicable to this Agreement or to the Board/Interim Superintendent/President relationship.
15. This Agreement may be modified or superseded only by a written instrument executed by both of the parties.

IN WITNESS WHEREOF, the parties have entered into this agreement as of the date this agreement is signed by both parties.

**INTERIM DIRECTOR OF THE PUBLIC
SAFETY TRAINING CENTER**

**CHAIR
BOARD OF TRUSTEES**

Date

Mr. Charles Brown

Date

MONTEREY PENINSULA COLLEGE

DIRECTOR, PUBLIC SAFETY TRAINING CENTER

JOB SUMMARY

Under general direction, plan and participate in a variety of complex and responsible support activities related to the MPC Fire Technology program, the California State Fire Academy, and the Public Safety Training Center (PSTC). Responsible for overall administration of the Fire Technology/Fire Academy programs. Receive limited supervision within a broad framework of standard District policies and procedures. Coordinate fire technology, the fire academy and public safety programs; initiate and exercise good judgment in the application and follow through of California State Fire Academy and Public Safety Training Center policies and procedures; interpret and explain college policies, procedures, standards and requirements; establish and maintain good public relations with staff, students, other agencies and the community at large.

EXAMPLE OF DUTIES

Essential Functions include but are not limited to the following:

Initiate hiring procedures to recruit qualified instructors for classes; serve on hiring committees for potential instructors for courses.

Meet with instructors to facilitate instructional needs; provide instructors payroll information; coordinate with instructors for submission of all grade and attendance reports in a timely manner.

Assign classes to part-time instructors; monitor teaching loads; monitor time card deadlines and process paperwork for part-time instructors.

Evaluate faculty in the Fire Technology program, Emergency Medical Technician (EMT) program, and others as assigned.

Obtain and set-up training sites, facilities and specialized equipment for conducting instructional training exercises; staff and monitor training incident safety officers and support equipment; obtain insurance certificates for this type of training.

Serve as a source of information regarding the policies and procedures of the public safety training programs; provide information where judgment, knowledge and interpretations are necessary.

Prepare yearly class schedule; schedule room usage; monitor teacher loads; provide scheduling/course establishment information to the college for publication in the course schedule and catalog, and to South Bay Regional Public Safety Training Consortium and/or other contractors and local agencies for inclusion in their websites; create and prepare flyers for statewide marketing to ensure sufficient enrollment; negotiate lodging for out of town students; provide course outlines as needed.

Develop new course outlines for submission to the Curriculum Advisory Committee and the Chancellors Office; appear before Curriculum Advisory Committee to explain courses and answer questions pertaining to course approvals; update course outlines for consistency with code requirements and ensure inclusion of student learning outcomes (SLOs) and that SLO assessments are performed which are appropriate for the courses offered at the PSTC.

Develop and monitor contracts and courses with the State Fire Marshal, South Bay Regional Public Safety Training Consortium, and other agencies or contractors.

Engage in resource development to acquire donations of fire equipment and grant funding for additional fire training offerings. Maintain Accredited Regional Training Program status through the State Fire Marshal's Office as required by State Fire Training.

Chair the Fire Technology Advisory Committee and work with local fire protection agencies and jurisdictions to insure that the program is meeting their needs for entry level and officer level personnel.

Provide supervision and management for staff at the PSTC Center including full-time and adjunct faculty, administrative support staff and others as necessary. Serve as liaison with the administrative offices, on and off campus, campus committees and departments and with students; serve as a liaison between the college and the associations, agencies, and vendors involved with instruction at the PSTC.

Prepare a variety of letters and documents which may include but are not limited to: program review documents, State Fire Agency and ACCJC accreditation documents, statistical reports, letters and minutes of meetings; composing and preparing memos and other correspondence;

Prepare Action Plans and Program Review; participate in budget development and justification; post and make budget entries to spreadsheet and database systems; monitor budget; arrange and post budget transfers and justifications, where necessary.

Coordinate delivery of public safety training provided by South Bay Regional Public Safety Training Consortium and other agencies or contractors at the PSTC or at other areas within the college.

Coordinate preparation of workshops and meetings; deliver and coordinate orientations to Basic Academy recruits; use computer to input and produce reports; set up and maintain filing system; maintain mailing lists, card indexes, time cards and time reports.

Communicate absence of instructors as necessary; meet and provide instructions to students regarding absent instructor's assignments.

Attend Fire Marshal's state level staff meetings, local public safety training officers' and other association meetings regarding support services as assigned.

Coordinate registration, preparation of workshops, meetings and other activities related to the functioning of the assigned instructional programs; coordinate press releases, posters, tickets and mailings, schedule audio-visual services.

Supervise clerical staff and volunteers.

Process administrative details not requiring the immediate attention of the Dean.

Coordinate and communicate as necessary with other public safety training organizations, and other MPC faculty assigned to the site, including supporting site access.

Coordinate and communicate as necessary with MPC grounds, maintenance, security, and information technology staff regarding facilities and operational needs.

Other Functions

Participate on college committees as required.

Perform other related duties as required.

EMPLOYMENT STANDARDS**Education:**

- Master's Degree or the equivalent **AND**
- One year of administrative experience, formal training, internship, or leadership in an area related to this administrative assignment **AND**
- Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, cultural, disability, and religious backgrounds, and sexual orientation of community college faculty, staff and students.

Knowledge

Knowledge of or ability to learn specific functions, policies, rules and regulations of the State Fire Marshal's Office, California State Fire Codes, and local and regional fire protection agencies; processes and procedures used by fire service and law enforcement managers, elected officials, labor and community representatives in providing fire and emergency services to jurisdiction; basic logistical elements in meeting planning, on-site meeting management, and lodging arrangements; contract review, financial management and adult learning styles; current office methods and practices including filing systems, letter and report writing using word processing, spreadsheet and/or database programs as needed; mathematical computations; office management techniques and procedures; public and human relations skills.

Knowledge of teaching/training methods; program and curriculum development; multimedia presentation modalities; e-mail applications; internet applications, including distance learning and hybrid methodology; social media, networking, mobile technology instructional hardware and software; troubleshooting techniques.

Abilities

Ability to: manage programs; develop, manage, and administer budgets; supervise and evaluate staff; teach and train a wide variety of employees and adapt to different learning styles; analyze problems and implement or recommend solutions as appropriate; write reports and other documents as needed; listen effectively; demonstrate expertise and innovative use of hardware and software concepts and principles; keep current with new and emerging technologies in an educational environment; adapt to new software applications; apply specialized computer knowledge to instructional delivery systems; analyze system behavior and correctly and quickly interpret and resolve complex computer problems; analyze, understand the implementation of, and maintenance of advanced network architectures; communicate effectively in both oral and written form; establish and maintain effective working relationships and work well with a wide range of individuals.

PHYSICAL EFFORT/WORK ENVIRONMENT:

Light to moderate physical effort; occasional standing or walking; periodic handling of lightweight parcels of 10 or more pounds. Predominantly indoor work environment, however, participation in administration of skills testing will be outdoors.

LICENSES AND CERTIFICATES:

A valid Class C California driver's license and evidence of appropriate automobile insurance based on DMV regulations. Employee must be insurable by the college's insurance carrier while employed in this classification.

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

President's Office
College Area

New Business Agenda Item No. I

Proposal:

That the Governing Board approve certain technical adjustments to trustee area boundaries as requested by the Monterey County Elections Department.

Background:

At the September 27, 2011 meeting, the Board adopted the final redistricting plan for adjustment of trustee area boundaries to address population changes recorded in the 2010 Census. In accordance with Section 5 of the Voting Rights Act, the plan was submitted to the U.S. Department of Justice (DOJ) for review and concurrence that the changes did not have a discriminatory purpose or effect. The plan was accepted by DOJ on April 25, 2012.

The new trustee area boundaries are now being implemented for the upcoming November 2013 trustee election and Monterey County Elections has requested additional technical adjustments. In a letter dated April 8, 2013, the Elections Department identified a few locations where the new trustee area boundaries were inconsistent with city limits, neighborhoods, or existing precinct boundaries, and suggested using existing precinct boundaries to remedy these discrepancies. These technical adjustments would touch four of the five trustee areas, with trustee area 2 (Marina) being the only district not affected.

The District's demographic consultant for the 2010 Census redistricting plan, Dr. Jeanne Gobalet, Lapkoff & Gobalet Demographic Research, Inc., has evaluated the effects of these proposed changes on the adopted plan and determined there is no significant impact. Population distribution between the 5 trustee areas would be slightly improved, lowering the deviation from 9.4 percent to 9.0 percent (the allowed deviation is 10 percent). The effect on minority groups protected under the Voting Rights Act would be insignificant and the shares of Hispanics and persons with Spanish surnames would remain the same. Also, the demographic characteristics of the 5 trustee areas would not be very different from the original plan.

The adopted trustee area maps and Dr. Gobalet's analysis, including the letter and boundary adjustment maps from Monterey County Elections, are attached for review. It is recommended the Board adopt the technical adjustments proposed by the Elections Department. Following adoption, the changes will be submitted to the Department of Justice for preclearance by the Elections Department.

Budgetary Implications:

None. The demographic consultant's evaluation work was included in the original contract.

RESOLUTION: **BE IT RESOLVED,** That Resolution No. 2012-2013/130 to make technical adjustments to Monterey Peninsula Community College District trustee area boundaries, as recommended by the Monterey County Elections Department, be approved.

Recommended By: Walter A. Tribley
Walter Tribley, Superintendent/President

Prepared By: Vicki Nakamura
Vicki Nakamura, Assistant to the President

Agenda Approval: Walter A. Tribley
Walter Tribley, Superintendent/President

/c:/my docs/board/Trustee Area Boundary Adjustments 2013-5-22.doc

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 2012-2013/130

**RESOLUTION ADOPTING TECHNICAL ADJUSTMENTS TO TRUSTEE AREA BOUNDARIES
ESTABLISHED IN THE REDISTRICTING PLAN FOR THE
MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**

WHEREAS, the Governing Board of the Monterey Peninsula Community College District adopted a redistricting plan on September 27, 2011 to adjust trustee area boundaries based on population changes recorded in the 2010 Census; and

WHEREAS, the U.S. Department of Justice reviewed and provided preclearance of the redistricting plan on April 25, 2012; and

WHEREAS, the Monterey County Elections Department notified the District on April 8, 2013 of some inconsistencies with the new trustee area boundaries and city limits, neighborhoods, and existing election precincts, and recommended using existing precinct boundaries as a remedy to resolve these discrepancies; and

WHEREAS, the District's redistricting consultant, Lapkoff & Gobalet Demographic Research, Inc., reviewed and evaluated the recommended technical adjustments to the trustee area boundaries; and

WHEREAS, the adjusted version of the plan would have a lower population deviation of 9.0 percent compared to 9.4 percent of the original plan; and

WHEREAS, the differences relevant to the Federal Voting Rights Act requirements are insignificant, with the shares of Hispanics and persons with Spanish surnames remaining essentially the same in the adjusted version; and

WHEREAS, there is no significant difference in the demographic characteristics of the trustee areas; and

WHEREAS, the consultant's overall conclusion is the technical adjustments have no impact on the adopted plan;

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Monterey Peninsula Community College District approves the adjustments recommended by the Monterey County Elections Department.

ADOPTED AND APPROVED this 22nd day of May, 2013.

BOARD OF TRUSTEES OF THE MONTEREY PENINSULA
COMMUNITY COLLEGE DISTRICT




Charles Brown, Chair

ATTEST:

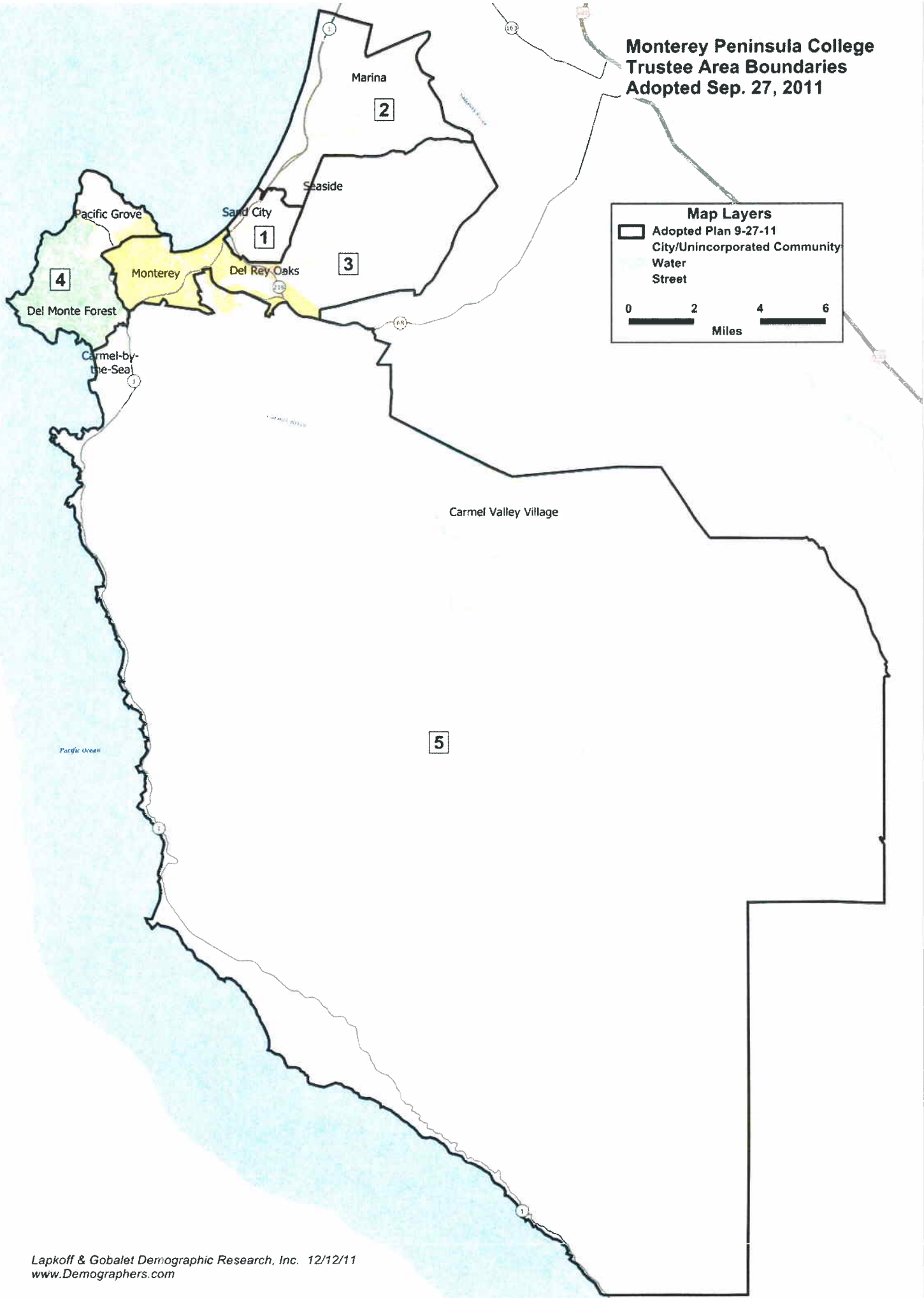
Walter Tribley, Ph.D., Secretary

**Monterey Peninsula College
Trustee Area Boundaries
Adopted Sep. 27, 2011**

Map Layers

-  Adopted Plan 9-27-11
-  City/Unincorporated Community
-  Water
-  Street

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Miles



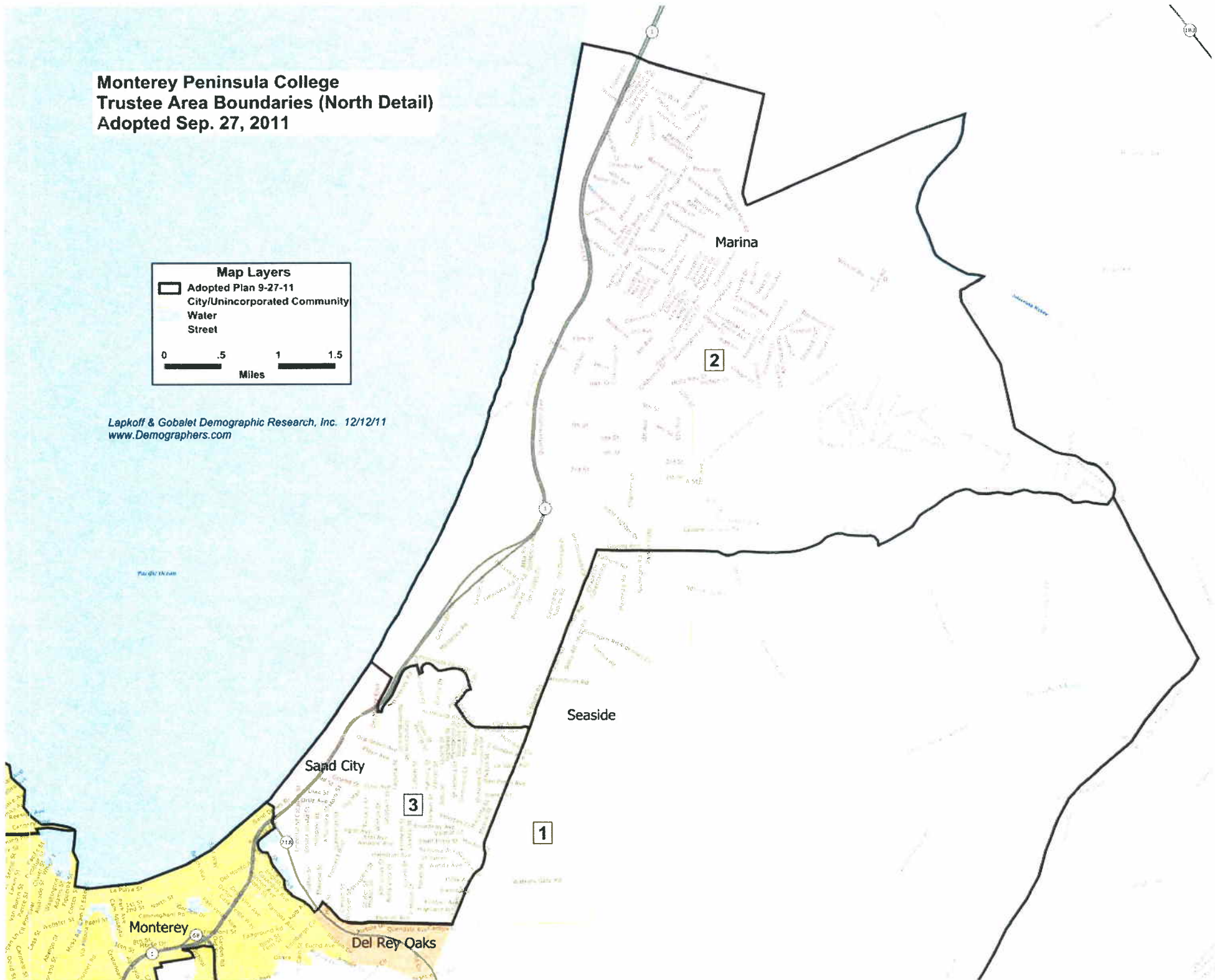
**Monterey Peninsula College
Trustee Area Boundaries (North Detail)
Adopted Sep. 27, 2011**

Map Layers

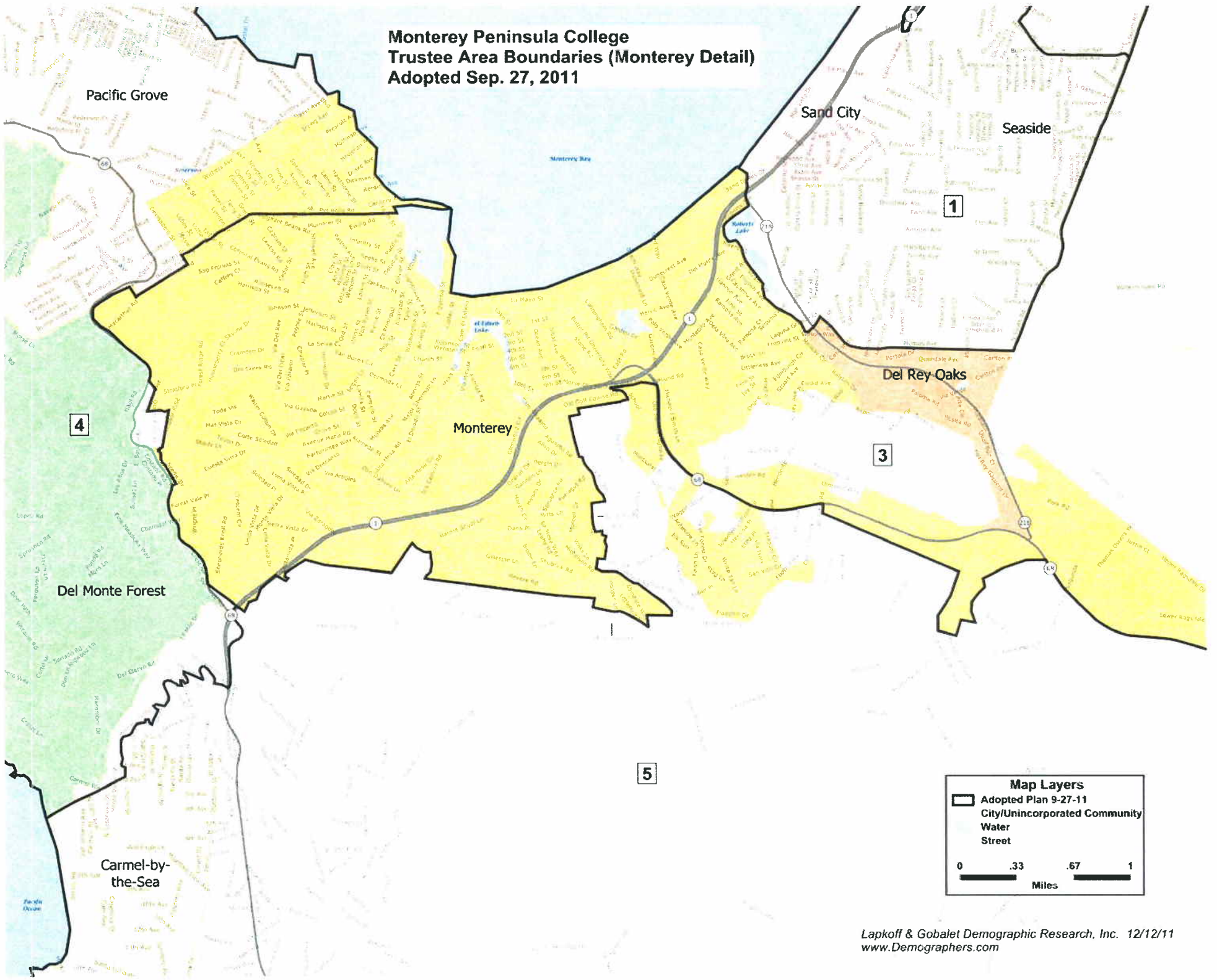
- Adopted Plan 9-27-11
- City/Unincorporated Community
- Water
- Street

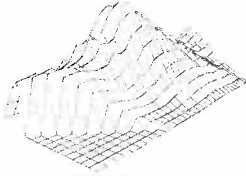
0 .5 1 1.5
Miles

Lapkoff & Gobalet Demographic Research, Inc. 12/12/11
www.Demographers.com



**Monterey Peninsula College
Trustee Area Boundaries (Monterey Detail)
Adopted Sep. 27, 2011**





Monterey Peninsula Community College District
Technical Adjustments for 2011 Trustee Area Plan

May 10, 2013

On September 27, 2011, the Monterey Peninsula Community College District's (MPCCD) Board of Trustees adopted a plan to realign the trustee election district boundaries in order to meet legal requirements. The U.S. Department of Justice precleared that plan.

The Monterey County Election Department (MCED) is now implementing the adopted, precleared plan for use in the 2013 Trustee elections. MCED personnel have asked some questions about the effects of making some technical adjustments to the adopted plan in order to conform to its existing precinct boundaries (see Appendix A). These adjustments are needed because the MCED's precincts are based on real estate parcel data, whereas the trustee area districting plan was based on U.S. Census 2010 block geography, as required by the U.S. Department of Justice and the State of California.

In order to assess the demographic effects of these technical adjustments, we have estimated the populations of Census blocks that have been split by trustee area boundaries in the adopted plan. For each split block, we first investigated whether the block was populated, and, if so, we estimated the share of the block's total housing units in each portion of the split block. We applied the proportions of each block's housing units to all of the population variables used in developing the redistricting plan. For example, if half of a block's housing units were in each trustee area, we assigned half of the block's population to each area. Appendix B shows data for the blocks that were adjusted. Of the 16 Census blocks split by precinct boundaries, only four had populations split by those boundaries.

The only difference between the adopted and adjusted versions of the plan that is of interest is that the adjusted version has a slightly lower (and better) total deviation (9.0 percent rather than 9.4 percent). All of the differences relevant to Federal Voting Rights Act requirements are insignificant. The shares of Hispanics and persons with Spanish surnames are virtually the same in the adjusted plan as they were in the original.

It turns out that these technical adjustments do not make a significant difference in the demographic characteristics of the adopted plan. Table 1 compares the plan as adopted, the plan with technical adjustments, and the differences between the two. Please note that this comparison is based on estimated housing and population shares in each portion of a split block.

In our opinion, the technical adjustments have no material impact on the adopted plan.

Appendix A

Correspondence from Monterey County Elections Department

MONTEREY COUNTY ELECTIONS

PO Box 4400
Salinas, CA 93912

1370-B South Main Street
Salinas, CA 93901

831-796-1499 Phone
831-755-5485 Fax

www.MontereyCountyElections.us

elections@co.monterey.ca.us

Linda Tulett
Registrar of Voters

Claudio Valenzuela
Assistant Registrar of Voters



April 8, 2013

Monterey Peninsula Community College District Board of Trustees
980 Fremont St
Monterey CA 93940

Re: Monterey Peninsula Community College District Trustee Area Boundaries

Dear Honorable Members of the Board of Trustees,

The Monterey County Elections Department (MCED) is seeking clarification of Monterey Peninsula Community College District (MPCCD) Trustee Areas.

The MPCCD submitted the updated Trustee Area boundaries to the MCED for the upcoming election of Board Members of the District at the November 5, 2013 Election. Analysis by the MCED of the new MPCCD Trustee Area boundaries shows some inconsistencies with city limits, neighborhoods, properties, houses and well established elections precincts.

A report of the analysis and maps are attached to this letter. We request your assistance in resolving these inconsistencies.

Please respond as soon as possible. Updating election precinct boundaries is very time intensive and requires the MCED to accomplish this prior to the opening of the official nomination period, beginning on July 15, 2013. Additionally, because Monterey County is subject to Section 4 and 5 of the Voting Rights Act, preclearance must be obtained by the Department of Justice prior to implementation.

The MCED needs clarification so we can determine that candidates seeking election to the Board are appropriately assigned to the correct Trustee Area and that voters may have the opportunity to cast ballots in contests according to where they live.

The MCED contact person for districts and precincts is Chuck Cassinelli.
Phone: 831-796-1494, Email: CassinelliCL@Co.Monterey.CA.US

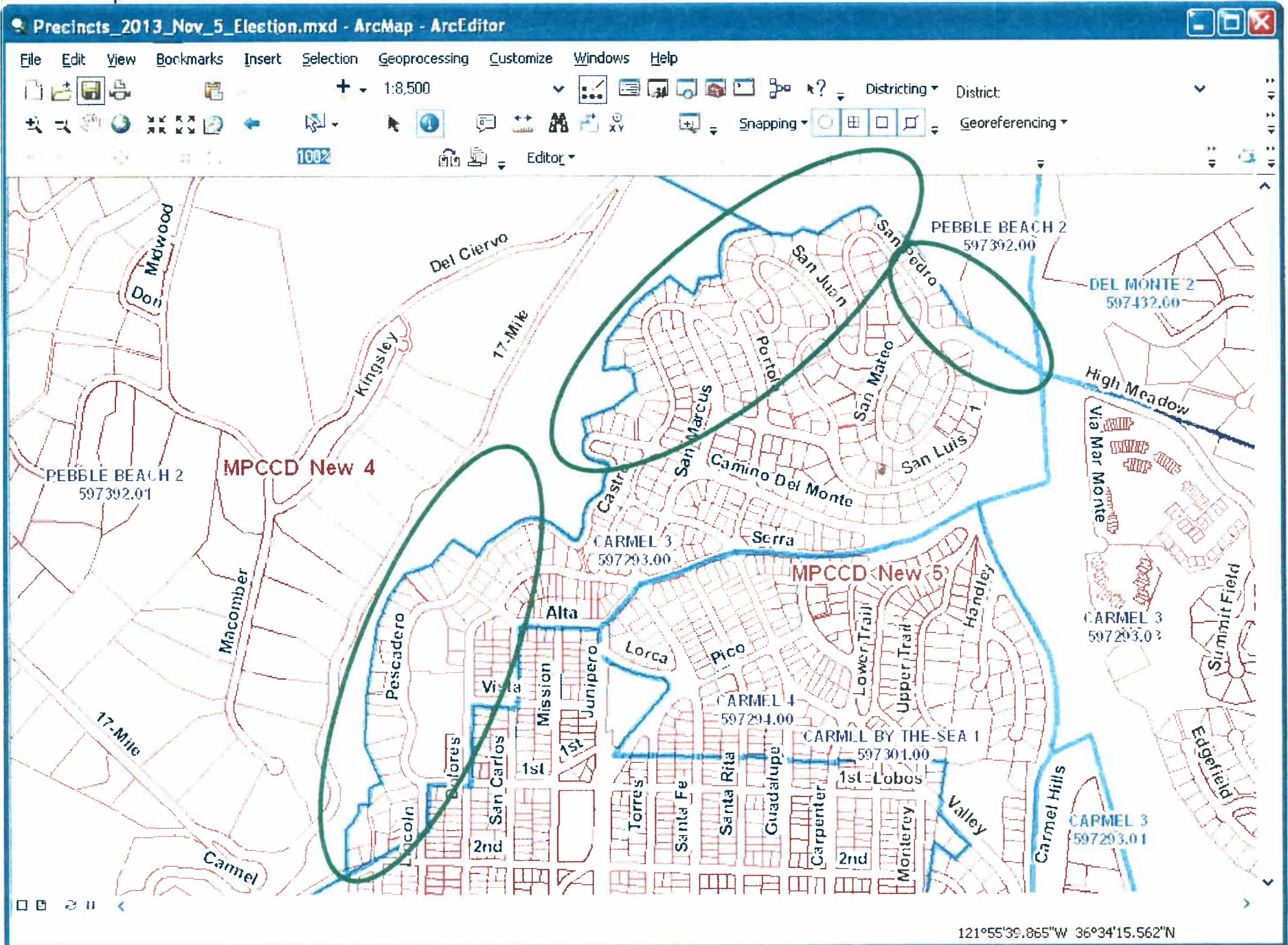
Respectfully yours,

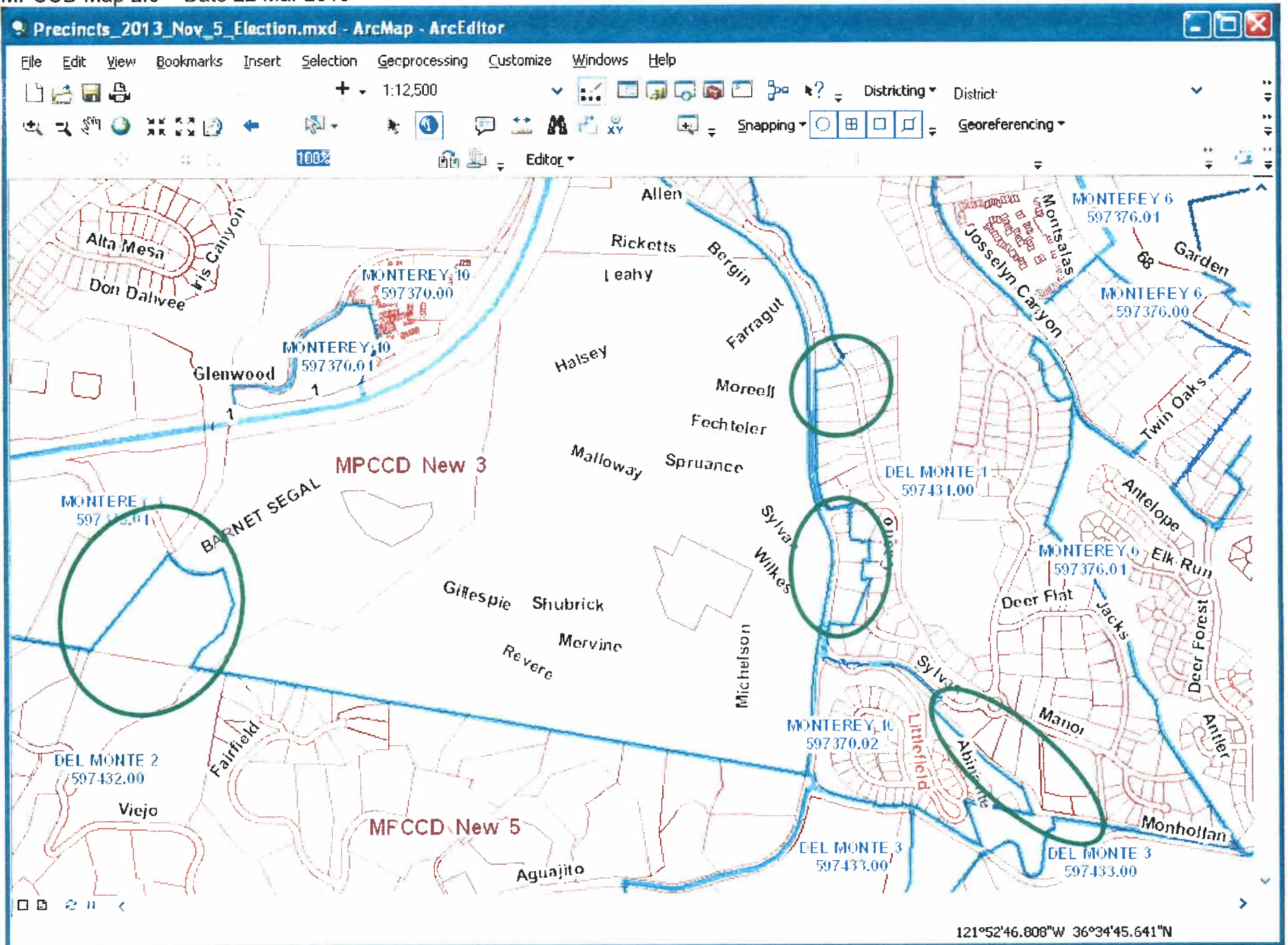
Claudio Valenzuela
Assistant Registrar of Voters, County of Monterey

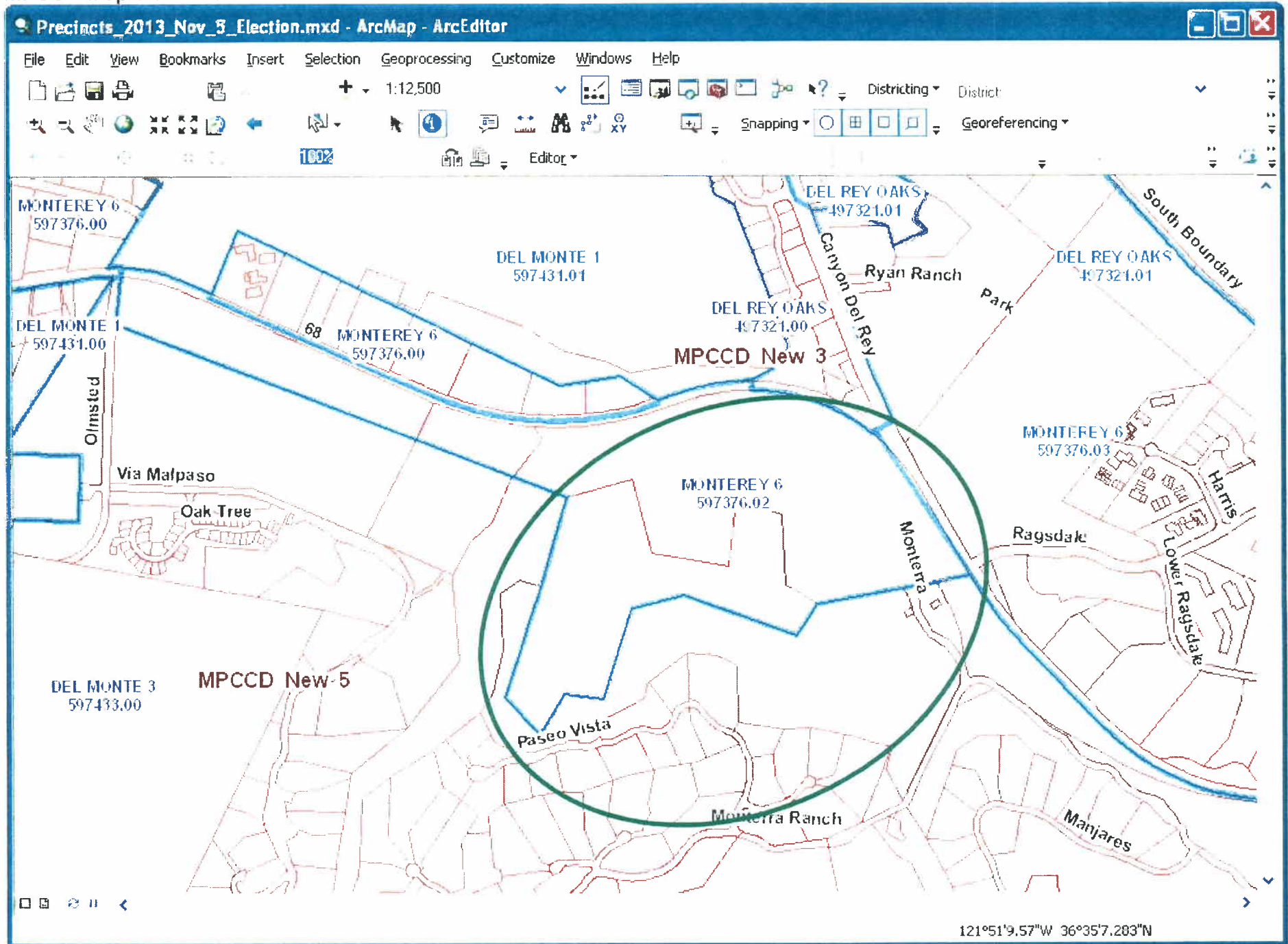
CC Kathryn Reimann, Senior Deputy County Counsel

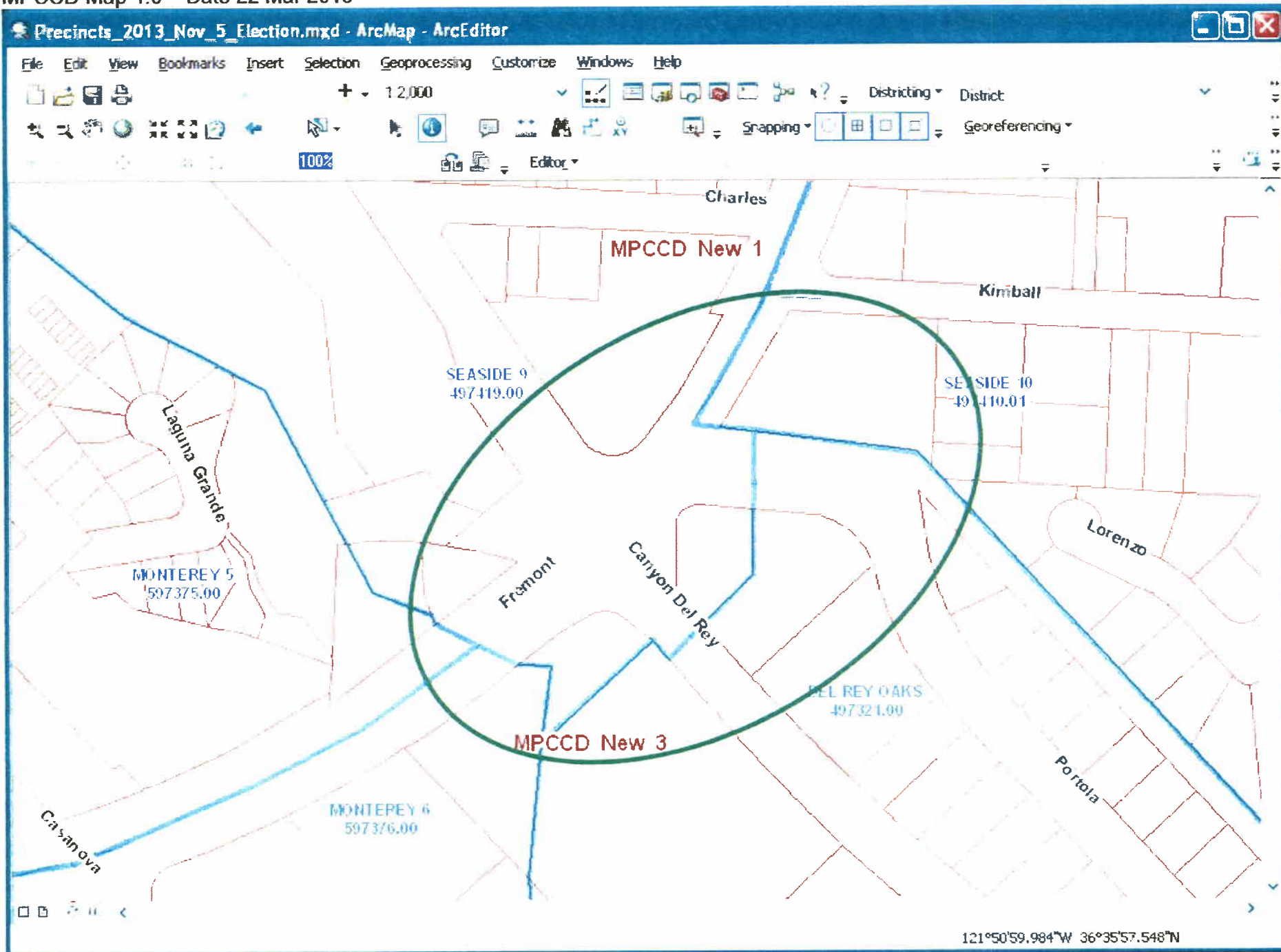
Monterey Peninsula CCD in need of Clarification 2013-03-22

Line Item	Issue	Suggested Remedy	Map	Location
1	Trustee Boundaries, from use of Census Block Lines, cut through a Neighborhood, Houses and a Precinct	Use the Existing Precinct Boundary (Dark Blue Lines) which follows the Former MPCCD TA 4 and 5 Boundaries	MPCCD Map 1.0 Date 22 Mar 2013	North of Carmel-by-the-Sea and East of 17 Mile Dr.
2	Trustee Boundaries, from use of Census Block Lines, cut through City Limits, Properties, Houses and Precincts	Use the Existing Precinct Boundary (Dark Blue Lines) which follows the City Limits of Monterey	MPCCD Map 2.0 Date 22 Mar 2013	South Central Area of the City of Monterey
3	Trustee Boundaries, from use of Census Block Lines, cut through City Limits, Properties, Houses and Precincts	Use the Existing Precinct Boundary (Dark Blue Lines) which follows the City Limits of Monterey	MPCCD Map 3.0 Date 22 Mar 2013	East Area of the City of Monterey, South of Del Rey Oaks
4	Trustee Boundaries, from use of Census Block Lines, cut through City Limits, Properties and Precincts	Use the Existing Precinct Boundary (Dark Blue Lines) which follows the City Limits of Del Rey Oaks, Monterey and Seaside	MPCCD Map 4.0 Date 22 Mar 2013	Fremont St. where the Cities of Del Rey Oaks, Monterey and Seaside meet









Appendix B

List of blocks split by precinct boundaries

Census block	MCED Map_number	Trustee Areas affected	Adjustment	Population of whole block before adjustment
060530117001000	1	TA 4 & 5	21 homes moved from TA4 to TA5	43
060530117001008	1	TA 4 & 5	54 homes moved from TA4 to TA5	82
060530132001087	2	TA 3 & 5	no homes moved	116
060530132001090	2	TA 3 & 5	no homes in the block	0
060530132002022	2	TA 3 & 5	no homes moved	9
060530132002024	2	TA 3 & 5	2 homes moved from TA3 to TA5	34
060530132002025	2	TA 3 & 5	no homes moved	41
060530132002026	2	TA 3 & 5	no homes moved	8
060530132002028	2	TA 3 & 5	5 homes moved from TA3 to TA5	77
060530132001029	3	TA 3 & 5	no homes in the block	0
060530132001037	3	TA 3 & 5	no homes moved	6
060530132001038	3	TA 3 & 5	no homes in the block	0
060530132001040	3	TA 3 & 5	no homes moved	25
060530134001001	4	TA 1 & 3	no homes moved	314
060530134001009	4	TA 1 & 3	no homes moved	29
060530134001010	4	TA 1 & 3	no homes moved	75

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. J

Superintendent/President's
Office

Proposal:

The Governing Board must adopt a resolution calling for an election and forward it to the County Superintendent of Schools no later than July 5, 2013 (Statutory Deadline).

Background:

On April 29, 2013, a letter was sent by Melissa Lomeli-Sesma, Program Manager, Candidates and Campaigns, Monterey County Elections, stating that it was time to adopt a resolution calling for the November 5, 2013 school board elections. Enclosed were: 1) A blank "Statement of Election Facts" form to be filled out and returned to the Elections Department; 2) a "Resolution Checklist" to assist in ensuring the resolution includes all requirements; and 3) an election calendar with information about important dates that may be of interest to potential candidates and the public. The County Superintendent of Schools must receive adopted resolutions calling the election no later than July 5, 2013 (Education Code § 5322) to ensure that the County Superintendent of Schools meets the legal notification of election requirements on July 8, 2013 (Education Code §§ 5324, 5325). A copy of the resolution and statement of election facts must be delivered to the Monterey County Elections as soon as possible.

Per Elections Code § 10002, the district shall reimburse the county in full for the election services performed.

Budgetary Implications:

Monterey County Elections has estimated the cost to be \$4.50 to \$5.00 per voter, estimating the total cost of the election to be between \$97,825.50 and \$108,695. The district will budget \$100,000 in the 2013-2014 budget to cover the cost of this election.

RESOLUTION: BE IT RESOLVED, that the following resolution be adopted by the Governing Board:

**RESOLUTION ORDERING ELECTION,
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,
REQUESTING CONSOLIDATION OF THE ELECTION, AND
SPECIFICATIONS OF THE ELECTION ORDER**

MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT

WHEREAS, pursuant to Education Code Section 5322, whenever a school district election is ordered, the governing board of the district or the board or officer authorized to make such designations shall, concurrently with or after the order of election, but not less than 123 days prior to the date set for the election in the case of an election for governing board members, or at least 88 days prior to the date of the election in the case of an election on a measure, including a bond measure, by resolution delivered to the county superintendent of schools and the officer conducting the election specify the date of the election and the purpose of the election;

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election;

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, pursuant to Education Code Section 5342 and Elections Code Section 10400, such election for school districts may be either completely or partially consolidated;

WHEREAS, various district, county, and statewide and other political subdivision elections have been or may be called to be held on November 5, 2013;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Governing Board of Monterey Peninsula Community College District hereby orders an election to be called and consolidated with any and all elections also called to be held on November 5, 2013 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the School District request to the Board of Supervisors of the County of Monterey to order such consolidation under Elections Code Section 10400; and

BE IT FURTHER RESOLVED AND ORDERED that said School Board hereby requests the Board of Supervisors to permit the Monterey County Elections Department to provide any and all services necessary for conducting the election; and

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Education Code Section 5322, the authority for the specifications of the election order, the governing body of the Monterey Peninsula Community College District hereby orders an election to be held with the following specifications:

The election shall be held on Tuesday, November 5, 2013.

Check the following that apply:

X **BE IT FURTHER RESOLVED AND ORDERED** that the Monterey County Elections Department conduct the election for the following two OFFICES on the November 5, 2013 ballot:

District/ Trustee Area	Name	Address	Term Expires
Trustee Area 1	Charles Brown	1315 Mescal Street Seaside, CA 93955	November 2013
Trustee Area 2	Margaret-Anne Coppernoll	308 Costa Del Mar Road Marina, CA 93933	November 2013

No election will be held if there are an insufficient number of nominees.

The qualifications of a nominee of an elective officer of the school district are as follows (i.e. a registered voter in the district, trustee area, etc.):

(Candidate must be a registered voter and a resident of the Trustee area) _____

The Candidate's Statement of Qualifications shall be limited to (X) 200 words or () 400 words and will be paid for by the () District or (X) candidate.

Date of last map change: 5/22/2013 (pending Board approval). A current map showing the boundaries within the County of the school district and the divisions of the school district, if any, is attached.

BE IT FURTHER RESOLVED AND ORDERED that the Monterey County Elections Department is ordered that in the event of a tie vote, the candidate will be selected by (Education Code 5016(b)):

 Run-off Election

X By Lot

PASSED AND ADOPTED by the Monterey Peninsula Community College District, County of Monterey, State of California, this 22nd day of May, 2013, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

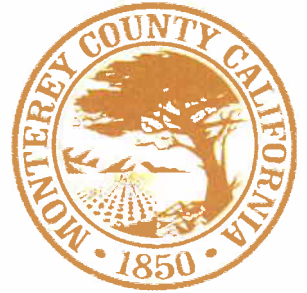
ABSENT: _____

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By: Shawn Anderson
Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval: Walter Tribley
Dr. Walter Tribley, Superintendent/President

MONTEREY COUNTY ELECTIONS



PO Box 4400
Salinas, CA 93912

1370-B South Main Street
Salinas, CA 93901

831-796-1499 Phone
831-755-5485 Fax

www.MontereyCountyElections.us

elections@co.monterey.ca.us

Linda Tulett
Registrar of Voters

Claudio Valenzuela
Assistant Registrar of Voters

Monday, April 29, 2013

Monterey Peninsula Community College District
980 Fremont Street
Monterey, CA 93940

RE: NOVEMBER 5, 2013 GENERAL ELECTION

It is time to plan for the November 5, 2013 district elections in Monterey County. The County Superintendent of Schools must receive adopted resolutions calling the election no later than July 5, 2013¹. This is to ensure that the County Superintendent of Schools meets the legal notification of election requirements on July 8, 2013². Please forward a copy of the resolution to the Elections Department as soon as possible.

The following documents are included to assist your governing body in calling the election.

1. A blank "STATEMENT OF ELECTION FACTS" form to be filled out and returned to the Elections Department;
2. A "RESOLUTION CHECKLIST" to assist you in making sure your resolution includes all requirements; and
3. An election calendar with information about important dates that may be of interest to potential candidates and the public. Feel free to copy the election calendar for distribution.

Per Elections Code § 10002 the district shall reimburse the county in full for the election services performed. To help your district budget for this election we have estimated the cost to be \$4.50 to \$5.00 per voter, estimating the total cost to be between \$97,825.50 and \$108,695.

This is only an estimate based on the number of voters in your district as of April 1, 2013; the actual cost may be more or less than what is quoted here.

Our records indicate the following board members are up for election in Monterey County this year. If your records are different, please notify us as quickly as possible:

TA 1: Charles Brown

TA 2: Margaret-Anne Coppernoll

Sincerely,

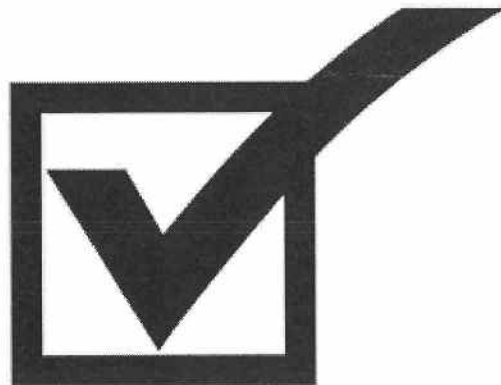
Melissa Lomeli-Sesma
Program Manager, Candidates and Campaigns
sesmam@co.monterey.ca.us

¹ Education Code § 5322

² Education Code §§ 5324, 5325

RESOLUTION CHECKLIST:

- Order the election
- Request that Monterey County Elections conduct the election
- Request the date on which the election is to be held
- Specify the number of seats up for election
- Specify word count on the candidate statement per Elections Code §13307
- Specify whether the District or candidate will pay for the candidate statement
- Request that the election be consolidated with any other jurisdiction within Monterey County holding an election on the same day
- Specify how tie votes will be determined per Education Code § 5016



STATEMENT OF ELECTION FACTS

FULL LEGAL NAME OF DISTRICT/CITY AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

MAIL SHOULD BE ADDRESSED TO: _____ TITLE: _____

MAILING ADDRESS: _____ TELEPHONE: _____

FAX: _____ E-MAIL: _____ WEBSITE: _____

MEMBERS OF THE GOVERNING BOARD

NAME	ADDRESS	DISTRICT WARD OR TRUSTEE (If applicable)	DATE ELECTED/AIL*, OR APPOINTED TO FILL A VACANCY	TERM ENDS (Please indicate full/short term)	IF APPOINTED TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?

*AIL= Appointed-in-lieu of Election

Name and Address of the Presiding Officer: _____
Name Address

Name and Address of the Secretary: _____
Name Address

Check the box which applies to your district:

- The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.
- There have been no boundary changes since the last election.

The limitation on the number of words in a candidate statement will be: 200 words 400 words

The entity charged for the candidate statement sent to each voter will be the: District Candidate

In case of a tie vote, the winner will be determined by: Lot Runoff election

Signature of Presiding Officer

Date

MONTEREY COUNTY ELECTIONS

November 5, 2013

SCHOOLS AND SPECIAL DISTRICTS ELECTION CALENDAR

# DAYS PRIOR	DATE	ACTION TAKEN
131	June 27, 2013	<p>Initiative Measure Qualification The last day for an initiative measure to qualify for the ballot. Cal. Const. Article II, §8(c); EC §9013 Also, the last day for the Legislature to adopt a constitutional amendment, bond measure or other legislative measure to appear on the ballot. EC §9040</p>
130	June 28, 2013	<p>Consolidation of School Elections By this date the County Superintendent of Schools shall notify the Governing Boards of all School Districts under his jurisdiction that a consolidated election is required to be held. Ed Code 5340, 5342</p>
127 113	July 1, 2013 July 15, 2013	<p>Cities Publish Election Notice. Between these dates, any city that is consolidating an election will publish a Notice of Election. EC §§12101, 12111</p>
125	July 3, 2013	<p>Special District Resolution Calling for Election Last date for a District Secretary to deliver the Notice of Election to ROV. ROV to have mailed packet of sample resolutions, etc. to Districts at least two months prior this date. The Notice is to contain elective offices to be filled, who is to pay cost of candidates' statements and word limitation plus current map or description of district boundaries. EC§10509, 10522, 10524</p>
123	July 5, 2013	<p>School Resolution to Superintendent By this date the School District Governing Boards shall have adopted their resolutions designating the election particulars and have delivered same to the County Superintendent having jurisdiction. Ed Code 5322 Statutory deadline for schools.</p>
120	July 8, 2013	<p>County Superintendent to Call Election Only the County Superintendent may formally call a regular school district election and must do so by this date delivering the resolution to ROV regardless of whether or not he has received all resolutions from the schools under his jurisdiction. Ed Code 5324, 5325</p>
120 90	July 8, 2013 August 7, 2013	<p>Notice of Election Between these dates, the County shall Publish Notice of Election (date of election, offices to be filled, where nomination papers are available, and deadline for filing required forms). Notice of central counting place may be combined. EC §§12109, 12112; GC §6061; Ed.C §5363</p>
114	July 14, 2013	<p>City Vacancy Last day for the remaining Council to an call election to fill a vacancy. Clerk shall immediately publish notice of election. EC §§12101-02; GC §36512</p>
113 88	July 15, 2013 August 9, 2013	<p>Declarations of Candidacy/Nomination Papers - Between these dates, eligible candidates for <u>all</u> offices may obtain and file required nomination forms, submit statement and payment. EC §§13, 100, 104, 333, 8020, 8024, 8028, 8040, 8041, 8061, 8067, 10220, 10224-10227, 10407, 10510-10516, 10602, 10705, 13107, 13307-13308, Code of Civil Procedure Section 2015.5, Govt Code 87200-87201</p>
	August 1, 2011*	<p>Semi-Annual Campaign Statement Semi-Annual Campaign and Supplemental Independent Expenditure Statements due GC §§84200.4(a), 84203.5</p>

# DAYS PRIOR	DATE	ACTION TAKEN
88	August 9, 2013	<p>Candidate filing period closes. Last day for candidate whose filing period ends this day to withdraw declaration/nomination papers from the election. EC §§10224, 10510, 10603(b)</p> <p>Last day to Submit Resolutions of Consolidation Final deadline for the governing body of a district, city, school or other political subdivision which requests consolidation of a local election for candidates or measures to file the request with the county Elections Department. EC 10401, 10402</p>
88 78	August 9, 2013 August 19, 2013	<p>Public Examination Period 10-calendar day examination period begins at 5:00 p.m for documents filed as of the 88th day prior to the election. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Includes resolutions, ordinances, impartial analyses, tax rate statements, declarations, and candidate statements. EC §§9190, 9295, 9380, 9509, 13313</p>
87 83	August 10, 2013 August 14, 2013	<p>Extended Candidate Filing Period for Declarations of Candidacy/Nomination Papers. If an <u>eligible</u> Incumbent does not file or fails to qualify by 5:00 p.m. candidates other than the Incumbent may obtain and file all required nomination forms. EC §§ 8022(b), 8024</p>
85	August 12, 2013	<p>Withdrawal of Candidate Statement Last day for a candidate who's filing period ended on the 88th day to withdraw candidate statement. EC §13307(a)(3)</p>
83	August 14, 2013	<p>Withdrawal of a Ballot Measure Last day for local jurisdiction to amend or withdraw ballot measure. EC §§9604-05</p> <p>Extended candidate filing period closes (non-incumbents only). Last day for candidate who filed during extended period to withdraw declaration/nomination papers from election. EC §§8022(b), 8024</p>
82	August 15, 2013	<p>Random Alpha Drawing To determine order of names on ballot and measure letter assignment. EC §§13111, 13112, 13116</p> <p>Last day for a candidate who's filing period ended on the 83rd day to withdraw candidate statement. EC §13307(a)(3)</p>
81	August 16, 2013	<p>Last Day to file Measure Arguments Last day to file Primary Arguments in favor of or against local ballot measures EC §§9162-9164, 9281-9283, 9286, 9315-9316, 9501-9502, 9600-9601</p> <p>(City Vacancy) Last day for city to file certified list of candidates, includes names and ballot designations, with the county elections office. EC §10403</p>

# DAYS PRIOR	DATE	ACTION TAKEN
81 71	August 16, 2013 August 26, 2013	Public Review Period for Measure Arguments 10-calendar day review period - begins at 5:00 p.m. for primary arguments in favor of or against local ballot measures. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar-day public examination period. EC §§9190, 9295, 9380, 9509
78	August 19, 2013	Public Review Period Ends 10-calendar day public review period ends at 5:00 p.m. for all public documents filed as of the 88th day prior to the scheduled election. Includes resolutions, ordinances, tax rate statements, declarations, and candidate statements. EC §§9190, 9295, 9380, 9509, 13313
71	August 26, 2013	Last Day to File Rebuttal Arguments Last day to file Rebuttal Arguments in favor of or against local ballot measures. Impartial Analysis regarding local ballot measures due. EC §§9160, 9280, 9313, 9314, 9500, 9163-9164, 9167, 9281-9286, 9316-9317, 9502, 9504, 9600-9601
		Public Review Period Ends 10-calendar day public review period ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures. EC §§9190, 9295, 9380, 9509
71 61	August 26, 2013 September 5, 2013	Public Review Period for Rebuttal Arguments 10-calendar day review period - begins at 5:00 p.m. for rebuttal arguments in favor of or against local ballot measures. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar-day public examination period. EC §§ 9190, 9295, 9380, 9509
61	September 5, 2013	Public Review Period Ends for Measure Arguments 10-calendar day public review period ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures, impartial analysis. EC §§ 9190, 9295, 9380, 9509
60 7	September 6, 2013 October 29, 2013	Registered Overseas Voter Federal Election - Between these dates, a Registered Overseas Voter may apply for a Special Vote by Mail (Absentee) Ballot. EC §§3302, 3304, 3306
57 14	September 9, 2013 October 22, 2013	Statements of Write-in Candidacy Between these dates, any qualified person may obtain and file nomination forms to be a Write-In candidate for public office. Filing fee is not required. EC §§8600-8605
40 10	September 26, 2013 October 26, 2013	Counties may begin to mail County Voter Information Pamphlet Mail pamphlets to voters which provides for local issues and polling place notification. EC §§9094(c), 13303-13304
40	September 26, 2013	First Pre-Election Statement Due Last day to file campaign statements for candidates and committees participating in the Election. GC §§84200.4(b), 84203.5
29 7	October 7, 2013 October 29, 2013	Vote by Mail Ballots Between these dates, any registered voter may obtain a Vote by Mail Ballot EC §3001

# DAYS PRIOR	DATE	ACTION TAKEN
16 1	October 20, 2013 November 4, 2013	Late Contribution/Independent Expenditure Report During this time late contribution/independent expenditure reports must be filed by FAX, telegram, mailgram, guaranteed overnight mail or deliver in person. GC §§84203, 84204 24-Hour Statement of Organization Filing Requirement – Recipient Committees & Slate Mailer Organizations. During the 16 days immediately preceding an election, any person or entity that qualifies as a recipient committee or slate mailer organization must file a Form 410 within 24 hours by telegram or personal delivery. GC §§84101, 84108
15	October 21, 2013	Voter Registration Closes. EC §§ 2102, 2107
14 7	October 22, 2013 October 29, 2013	New Citizens Registration Period A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting, and shall declare they have established residency in California. New citizens vote a regular ballot. EC §§331, 3500, 3501
12	October 24, 2013	Second Pre-Election Statement Due Last day to file campaign statements for candidates and committees participating in the Election. GC §§84200.4(b), 84203.5
10	October 26, 2013	The last day for county elections to mail Voter Information Pamphlets EC §9094(c)
7	October 29, 2013	Notice of polling places . Last day for County to publish polling a list of polling places and poll workers on their web site. EC §§12105, 12106
0	November 5, 2013	Election Day EC §§1000, 1001, 1100, 1200, 14212 Polls open at 7 a.m. and close at 8 p.m. Last day for county elections office to receive Vote by Mail Ballots either by mail or in person. Post mark does not count. Ballots must be turned in by 8:00 p.m. to the county where the voter is registered. EC §§3017, 3020, 3311
(+2) (+20)	November 7, 2013 November 25, 2013	Official Canvass - The official canvass of precinct returns is to be completed during this time. EC §§15300 - 15304, 15320, 15340 - 15342, 15350, 15360
	November 25, 2013	Last day for County to certify election results EC §15372

Footnotes

EC: California Elections Code Book

GC: California Government Code Book

EdC.: California Education Code Book

* the deadline falls on a weekend or holiday and has been moved to the next business day.

All above California Code Books may be referenced online at: www.leginfo.ca.gov/calaw.html

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. K

Student Services
College Area

Proposal:

That the Governing Board approve the expulsion of MPC student #745.

Background:

Student #745 has violated the MPC Standards of Conduct, specifically:

- Pursuit of studies with honesty and integrity
- Respect for rights of others
- Courteous treatment of everyone, and
- Theft or damage to property of the college or member of the college community.

The recommendation of expulsion of student #745 comes after a meeting between the student and the Vice President of Student Services. A written notice of the expulsion had been mailed to the student.

The student requested a hearing of appeal to the Disciplinary Committee which was held on April 17, 2013. Upon review of all evidence and the student's statement, the Disciplinary Committee recommended that the expulsion be upheld.

Budgetary Implications:

None.

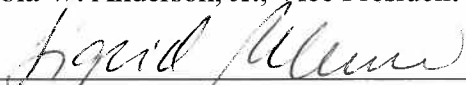
Resolution: That the Governing Board approve the expulsion of MPC student #745.

Recommended By:




Carsbia W. Anderson, Jr., Vice President of Student Services

Prepared By:



Sigrid Klein, Administrative Assistant to the Vice President

Agenda Approval:



Dr. Walter Tribble, Superintendent/President

Monterey Peninsula Community College District

Governing Board Agenda

May 22, 2013

New Business Agenda Item No. L

Superintendent/President
College Area

Proposal:

To review the attached Calendar of Events.

Background:

The Trustees request that the Calendar of Events be placed on each regular Governing Board meeting agenda for review and that volunteer assignments be made so that the Trustees become more visible on campus.

Trustees will attend meetings as observers and will not represent the Board's view on issues/topics.

Budgetary Implications:

None.

INFORMATION: Calendar of Events.

Recommended By: Dr. Walter Tribley, Superintendent/President

Prepared By:

Shawn Anderson

Shawn Anderson, Executive Assistant to Superintendent/President and Governing Board

Agenda Approval:

Walter A. Tribley
Dr. Walter Tribley, Superintendent/President

MPC Governing Board 2013 Calendar of Events

MAY, 2013

Friday, May 17 CalWORKS,EOPS/CARE & TRiO/SSS Annual Recognition Celebration, 3:00-5:00pm, Music Hall, MU 101 (Park in Lot B, Free Parking)

Saturday, May 18 Hungry and Homeless in Paradise Symposium, 9:00am-1:30pm, MPC LF103

Monday, May 20 MPCF Scholarship Awards Ceremony, 2:00-4:00pm, LF103

Wednesday, May 22 **Tour of MPC Gym (1st Floor) and Theatre, 10:30am**

Wednesday, May 22 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

Friday, May 24 MPC Employee Recognition BBQ, 11:45am, Amphitheater

Monday, May 27 Memorial Day Holiday

JUNE, 2013

Thursday, June 6 Latino Recognition Ceremony, 6:00-8:00pm, LF103

Thursday, June 6 Asian Student Assn Ceremony, 6:00-7:30pm, **Sakura Buffet (Salinas)**

Thursday, June 6 **Fire Academy Graduation, 3:30pm, CSUMB Ballroom**

Friday, June 7 Kente Ceremony, 7:00pm, MU101 and 102

Saturday, June 8 Faculty Retirement Breakfast, 8:30am, **The Marriott-Ferrantes Bayview Room**

Saturday, June 8 Commencement at 12:00 in Amphitheatre; line-up at 11:30am in Gym

Saturday, June 8 Nurse Pinning Ceremony, 3:00pm, Amphitheatre

Wednesday, June 26 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

JULY, 2013

Thursday, July 4 Independence Day Holiday

Wednesday, July 24 Regular Board Meeting, Marina Education Center
1:30pm: Closed Session, 3:00pm: Regular Meeting

AUGUST 28, 2013

Thursday, August 22 **Fall Flex Day Breakfast and Presentations: 8:00am-12:00pm;**
Lunch: 12-1:20pm, Caroline Page Garden

Monday, August 26 **Fall Semester Begins**

Wednesday, August 28 Regular Board Meeting, Public Safety Training Center, Seaside
1:30pm: Closed Session, 3:00pm: Regular Meeting

SEPTEMBER 25, 2013

Wednesday, September 25 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

OCTOBER 23, 2013

Wednesday, October 23 Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room

MPC Governing Board 2013 Calendar of Events

NOVEMBER 20, 2013

Wednesday, November 20* Regular Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Regular Meeting - Sam Karas Room
*Date moved to 3rd Wednesday due to Thanksgiving holiday

DECEMBER 11, 2013

Wednesday, December 11 Regular Annual Organizing Board Meeting, MPC Library & Technology Center
1:30pm: Closed Session - Stutzman Room
3:00pm: Annual Organizing Meeting and Swearing-In Ceremony