

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

GENERAL OBLIGATION BONDS

AGREED-UPON PROCEDURES REPORT

JUNE 30, 2010

Independent Accountants' Report on Applying  
Agreed-Upon Procedures

Citizens' Bond Oversight Committee  
and Governing Board  
Chabot-Las Positas Community College District  
Pleasanton, California

We have performed the procedures enumerated below, which were agreed to by the management of the Chabot-Las Positas Community College District (District), solely to assist you with respect to verifying if the use of the 2004 General Obligation Bond funds for the period of July 1, 2009 to June 30, 2010 is in compliance with election documents, District resolutions, master plan, and the revised master plan. Management of the District is responsible for compliance with election documents, District resolutions, master plan, and the revised master plan. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

**Agreed Upon Procedures Performed**

1. Verify that the expenditures of funds were accounted for separately in the accounting records to allow for accountability.
2. Verify that the net funds from the sale of the General Obligation Bonds were deposited in total into the District's accounts by obtaining the settlement statement for the new bond issue and verifying amounts deposited into the General Obligation Bonds and Bond Interest and Redemption funds.
3. Select 25% of the expenditures and verify that the funds expended complied with the purpose that was specified to the registered voters of the District through election materials, district resolutions, master plan, and revised master plans.

4. Select 100% of bond fund expenditures for salary and benefit costs for District staff and verify that a reasonable method is used for allocating costs to the bond funds.
5. Verify that the District's internal control procedures over processing of bond expenditures are operating according to District policies.
6. Verify that the State and District policies were followed in the awarding of bids and expenditure of the funds.

### **Results of Procedures**

1. Expenditures of the general obligation bonds were accounted for separately in the General Obligation Bonds fund of the District.
2. There were no bond proceeds in the current year as no new bonds were issued.
3. Our review of the expenditures for the period July 1, 2009 through June 30, 2010 did not reveal any items that were paid from the general obligation bond funds that did not comply with the purpose of the Bonds that were approved by the registered voters of the District on March 2, 2004. See supplemental information for list of expenditures reviewed.
4. Our review of the salary and benefit costs for the period July 1, 2009 through June 30, 2010 revealed that salaries and benefits are allocated to the bond funds by use of reasonable methods.
5. Our review of the internal control procedures followed on selected invoices revealed no exceptions to the basic internal control policies of the District.
6. Our review of the awarding of contracts and the disbursement of funds revealed no exceptions to the policies of the State and the District.

We were not engaged to and did not conduct an audit, the objective of which would be the expression of an opinion on the specified elements, accounts or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Chabot-Las Positas Community College District and is not intended to be and should not be used by anyone other than the specified party.

*Nystrom & Company LLP*

October 21, 2010

SUPPLEMENTAL INFORMATION

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

SUPPLEMENTAL INFORMATION  
EXPENDITURES REVIEWED

JULY 1, 2009 TO JUNE 30, 2010

Vendor	Description from Invoice or Estimated Payable Form	Service Period or Delivery Date	Amount
C Overaa & Co.	Las Positas College Center for the Arts	8/21/2009	\$ 2,117,212
C Overaa & Co.	Las Positas College Center for the Arts	9/10/2009	1,908,333
C Overaa & Co.	Las Positas College Center for the Arts	11/19/2009	1,959,983
C Overaa & Co.	Las Positas College Center for the Arts	12/9/2009	2,098,563
C Overaa & Co.	Las Positas College Center for the Arts	12/9/2009	1,904,241
C Overaa & Co.	Las Positas College Center for the Arts	1/22/2010	2,335,883
C Overaa & Co.	Las Positas College Center for the Arts	4/15/2010	1,161,765
C Overaa & Co.	Las Positas College Center for the Arts	6/16/2010	1,022,811
Roebbelen Contracting, Inc.	Chabot College community and student services center	9/23/2009	2,599,189
Roebbelen Contracting, Inc.	Chabot College community and student services center	9/23/2009	2,037,236
Roebbelen Contracting, Inc.	Chabot College community and student services center	10/23/2009	1,770,781
Roebbelen Contracting, Inc.	Chabot College community and student services center	11/19/2009	1,923,918
Roebbelen Contracting, Inc.	Chabot College community and student services center	12/11/2009	1,023,001
			<u>\$ 23,862,916</u>