

Date Client Project Project Code Task Notes Hours Billable? Invoiced? Approved? First Name Last Name Department
Employee? Billable Rate Billable Amount

6/1/17 City of Santa Clara Strategic Comms Stadium Authority Communications Conduct follow up with Chronicle on Gillmor
op-ed; provide update to Gillmor 0.5 Yes No No Peter Hillan Yes 450 225 6/2/17 City of Santa Clara Strategic Comms Stadium
Authority Communications Call with Robert Haugh about 49ers, Stadium Authority. 1 Yes No No Peter Hillan Yes 450 450
6/2/17 City of Santa Clara Strategic Comms City Communications Call with Liz Brown to outline public forums for city
manager. 1 Yes No No Peter Hillan Yes 450 450 6/5/17 City of Santa Clara Strategic Comms City Communications Draft
invitation for public comment on city manager; send to Liz Brown 1 Yes No No Peter Hillan Yes 450 450 6/6/17 City of Santa
Clara Strategic Comms Stadium Authority Communications Attend City Council meeting to stay current on Stadium Authority
matters, other current 5 Yes No No Peter Hillan Yes 450 2250 6/7/17 City of Santa Clara Strategic Comms Stadium Authority
Communications Call with Gillmor about media updates. 0.5 Yes No No Peter Hillan Yes 450 225

6/7/17 City of Santa Clara Strategic Comms City Communications

Call with Liz Brown, Maria, Michael on logistics, materials for city manager public comment forums. 1 Yes No No Peter Hillan
Yes 450 450

6/7/17 City of Santa Clara Strategic Comms City Communications

Call with Maria Le to discuss status of city's social-digital channels overall, specifics for city manager forums. 0.75 Yes No No
Peter Hillan Yes 450 337.5 6/8/17 City of Santa Clara Strategic Comms City Communications Additional edits to community
manager forum invitation; confer with Liz, Marie, Michael. 1 Yes No No Peter Hillan Yes 450 450 6/8/17 City of Santa Clara
Strategic Comms Stadium Authority Communications Coordinate media inquiry response about stadium authority for Mayor
Gillmor. 1 Yes No No Peter Hillan Yes 450 450 6/9/17 City of Santa Clara Strategic Comms Stadium Authority Communications
Coordinate media response on stadium authority issues for Gillmor 2 Yes No No Peter Hillan Yes 450 900 6/12/17 City of Santa
Clara Strategic Comms Stadium Authority Communications Coordinate media response about stadium authority issues after SF
Chronicle piece. 1.5 Yes No No Peter Hillan Yes 450 675 6/13/17 City of Santa Clara Strategic Comms City Communications
Email update with Liz Brown about city manager public forum results. 0.25 Yes No No Peter Hillan Yes 450 112.5 6/15/17 City
of Santa Clara Strategic Comms Stadium Authority Communications Provide media inquire response for stadium authority for
Mayor Gillmor 1 Yes No No Peter Hillan Yes 450 450 6/19/17 City of Santa Clara Strategic Comms Stadium Authority
Communications Call with City Manager about reporting structure. 0.25 Yes No No Peter Hillan Yes 450 112.5 6/19/17 City of
Santa Clara Strategic Comms Stadium Authority Communications Calls with local broadcast outlets about Stadium Authority
coverage. 1 Yes No No Peter Hillan Yes 450 450 6/28/17 City of Santa Clara Strategic Comms Stadium Authority
Communications Call with Haugh to discuss Stadium Authority meeting plans. 0.75 Yes No No Peter Hillan Yes 450 337.5

6/30/17 City of Santa Clara Strategic Comms City Communications

Call with Richard Kerrigan of Project Finance Advisory Limited to discuss Swim Center messaging, communications. 0.5 Yes
No No Peter Hillan Yes 450 225 6/30/17 City of Santa Clara Strategic Comms City Communications Call with Richard Kerrigan
on Swim Project 0.5 Yes No No Lynn Stinson Yes 400 200 TOTAL \$

9,200.00