



**AGENDA**  
**CITY OF GUSTINE**  
**CITY COUNCIL**  
COUNCIL CHAMBERS, CITY HALL  
352 5<sup>th</sup> STREET GUSTINE, CALIFORNIA  
**NOVEMBER 20, 2018 – 6:30 P.M.**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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*Please take a moment to silence your cell phones.*

**ROLL CALL**

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Council Members: Craig – Turner – Oliveira – Mayor Pro Tem Nagy - Mayor Oliveira

**PRESENTATIONS**

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1. **Merced County Literacy Coalition**  
Dr. Steve Tietjen and Hub Walsh

**PUBLIC COMMENT**

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*At this time, any person may comment on any item which is not on the agenda. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD. Action will not be taken on the topic unless deemed an urgency matter by a 3/5 vote of the City Council. Topics not considered an urgency matter may be referred to City staff and/or placed on a subsequent agenda for consideration, by a 3/5 vote of the City Council.*

*Members of the public, who have questions regarding a specific agenda item, may comment on that item before consideration of that item, when recognized by the Mayor.*

**GUSTINE HIGH SCHOOL STUDENT REPRESENTATIVE REPORT**

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**CONSENT CALENDAR**

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*All matters listed under the Consent Calendar are considered routine and may be approved by one action of the City Council, unless any member of the City Council wishes to remove an item for separate consideration.*

*Are there any items on the consent calendar that any member of the public would like to comment on?*

2. **Minutes of the May 15, 2018 Regular Meeting**  
*Recommendation: Review and approve*
3. **Minutes of the November 6, 2018 Regular Meeting**  
*Recommendation: Review and approve*
4. **Warrant List**  
*Recommendation: Review and approve*
5. **Treasurer's Report – October 2018**  
*Recommendation: Review and file*

**ADMINISTRATIVE AGENDA**

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6. **Consider Approval of Accounting Technician Job Description**
  1. Receive Staff Report
  2. Receive public comment
  3. Consider a motion to approve job description and authorize addition to classification schedule

**7. PUBLIC HEARING – Consider Waiving the First Reading of an Ordinance Amending Gustine Zoning and Subdivision Code Sections Relating to Administrative Citations for Continuing Violations**

1. Receive Staff Report
2. Open the public hearing
3. Receive public comment
4. Close the public hearing
5. Consider a motion to waive the first reading of an ordinance amending the Gustine Zoning and Subdivision Code sections relating to administrative citations for continuing violations

**CITY DEPARTMENT REPORTS**

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**COMMISSIONER REPORTS**

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**CITY MANAGER REPORT**

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**CITY COUNCIL REPORTS**

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**CLOSED SESSION**

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1. **CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager: Employee organization: City of Gustine Clerks Association.**
2. **CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager: Employee organization: City of Gustine Public Works Association.**
3. **CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager: Employee organization: City of Gustine Police Officers Association.**

**ADJOURNMENT**

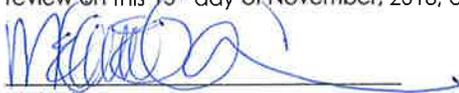
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**Note:**

1. *In compliance with the Americans with Disabilities Act, a disabled person requesting a disability-related modification or accommodation to participate in this meeting, must contact City Hall at (209) 854-6471 or (209) 854-2127 (fax). Requests must be made as early as possible, preferably one-full business day before the start of the meeting.*
2. *Any document provided to a majority of the City Council regarding any open session item on this agenda is available for public inspection during normal business hours at the front counter of City Hall located at 352 5<sup>th</sup> Street, Gustine, CA. Documents or writings received after the general distribution of the agenda are also available for inspection.*

**CERTIFICATION**

I, Melanie Correa, Deputy City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at the Gustine City Hall, 352 5<sup>th</sup> Street, Gustine CA and made available for public review on this 15<sup>th</sup> day of November, 2018, at or before 5:00 p.m.



Melanie Correa

**MINUTES OF  
REGULAR MEETING  
MAY 15, 2018**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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Mayor Oliveira called the meeting to order at 6:30 P.M.

**ROLL CALL**

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Council Members: Turner, Oliveira, Mayor Pro Tem Nagy and Mayor Oliveira

Staff Present: City Manager Doug Dunford, Finance Director Jami Westervelt, Interim Public Works Director Stan Murdock, Police Chief Milt Medeiros, Fire Chief Pat Borrelli, Recreation Coordinator Tiffany Vitorino and City Attorney Joshua Nelson,

Gustine High School Student Representative Aubrie Hazan gave her report on recent and upcoming school events and activities.

**PRESENTATIONS**

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**1. Certificate of Recognition for Wolfsen's Meat & Sausage, Inc.**

Mayor Oliveira announced the certificate. City Manager Dunford advised that Donna Vance would not be present at the meeting because she was ill.

**2. Certificate of Recognition for Gustine Volunteer Fire Department**

Mayor Pro Tem Nagy and Mayor Oliveira presented the Gustine Volunteer Fire Department with a certificate of recognition.

**3. Proclamation in Recognition of National Public Works Week**

Council member Oliveira presented the proclamation to Interim Public Works Director Murdock.

City Manager Dunford introduced Patricia Ramos-Anderson, who introduced herself as a candidate for Merced County Supervisor District 5. Ms. Ramos-Anderson gave a brief presentation on her background and on her interest in running for Supervisor.

**PUBLIC COMMENT**

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There was no public comment.

**CONSENT CALENDAR**

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**4. Minutes of the April 17, 2018 Regular Meeting**

*Recommendation: Review and approve*

**5. Warrants**

*Recommendation: Review and approve*

**6. Treasurer's Report – April 2018**

*Recommendation: Review and file*

Mayor Oliveira introduced the consent calendar. There was no public comment. Mayor Pro Tem Nagy made a motion to approve the consent calendar. The motion

was seconded by Council member Oliveira and carried 4-0 with Council member Hasness absent.

## **ADMINISTRATIVE AGENDA**

### **7. PUBLIC HEARING - Consider Resolution Proposing Rate Increase for Refuse Service**

1. *Receive Staff Report*
2. *Open the Public Hearing*
3. *Close the Public Hearing*
4. *Consider a motion to approve the resolution*

Finance Director Westervelt presented the staff report. The Mayor opened the public hearing at 6:55 P.M. Melanie Gomes, 1065 Brentwood Gustine, expressed her concern with the five-year term. She expressed her concerns with the services provided to Gustine residents by Gilton. She urged Council to instead consider a three-year rate increase term. Ken Rose, 1400 Meredith Ave Gustine, he expressed his disappointment with no option for a smaller can for senior households. He further expressed his concern with no recycle option from Gilton. Rik Nagle, 404 Jensen Rd Gustine, provided his input on the possibility for a dumpster to assist with cost savings at Green Acres Mobil Home Park. Maria Medeiros, 195 Sycamore Ave Gustine, recommended that the rate increase should be sent to a vote of the town. She inquired what the costs for refuse service were, what the increase was projected to be. Mayor Oliveira offered his input. The public hearing was closed at 7:15 P.M. There was some discussion from Council. Council member Turner made a motion to approve the resolution. The motion was seconded by Mayor Pro Tem Nagy and carried 4-0 with Council member Hasness absent.

### **8. DISCUSSION: Planning, Engineering and Construction Fees Update**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Conduct Council discussion*

Finance Director Westervelt presented the staff report. Terry Madsen, Clear Source Financial, gave a detailed overview of the process to update the planning, engineering and construction fees. Tony Marchese, Schmidt Rd Gustine and Airport Commission Chairman, inquired for clarification on who the collector of the proposed fees was, to which Mr. Madsen provided clarification. There was some discussion from Council.

### **9. PUBLIC HEARING - Introduction and Waiver of the First Reading of an Ordinance Amending the Gustine Municipal and Zoning Map to Implement the Gustine Housing Element Program 1-H**

1. *Receive Staff Report*
2. *Open the Public Hearing*
3. *Close the Public Hearing*
4. *Consider a motion to introduce and waive the first reading of an ordinance implementing the Gustine General Plan Housing Element Program 1-H*

Ken Rose- spoke out of order

No Motion made – later discussed bringing back to June 5<sup>th</sup> meeting with other options

City Manager Dunford introduced Martin Carver, who presented the staff report. The Mayor opened the public hearing at 7:47 P.M. Miriam Goshgarian, 910 Sylvia Gustine, advised that prior to this meeting, she had not been notified of this item.

She expressed her opposition to the Planning Commission's recommendation. Rich Ford, 1155 Payne Ave Gustine, expressed his concern about potential foot traffic and the hazards posed by crossing the railroad tracks. He further expressed concern over potential industrial businesses overlooking Gustine with housing being next to zoned industrial property. Melanie Gomes, 1065 Brentwood Gustine, advised of her attendance at the prior Planning Commission meeting, she further expressed concern for a safe route to school for children from the proposed area to local schools. The Mayor closed the public hearing at 7:57 P.M. There was a lengthy discussion from Council. Mr. Carver attested to the procedures to re-zone a parcel of land that is not within the City's limits. City Manager Dunford provided additional information on other options that were researched. Mayor Oliveira directed staff to continue this item to the June 5, 2018 Council meeting with additional options.

**10. Consider Resolution Adopting General Plan Amendment**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to approve the resolution*

Mayor Oliveira opened public comment for this item. Rich Ford, 1155 Payne Ave Gustine, expressed concern with more residential zoning being approved in an industrial-use area. After some discussion, Mayor Pro Tem Nagy made a motion to continue this item along with item #9 to the June 5, 2018 meeting for further consideration. The motion was seconded by Council member Oliveira and carried 4-0 with Council member Hasness absent.

**11. Consider Co-Sponsorship and Donation Request Toward Fireworks Event**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to authorize co-sponsorship for annual Fourth of July Fireworks Event*

Council member Oliveira excused himself from the Chambers at 8:12 P.M. due to conflict of interest. City Manager Dunford presented the staff report. Rich Ford, 1155 Payne Ave Gustine, provided background on the formation of the Fireworks committee. The Committee is concerned about their personal liability. City Manager Dunford provided information. Council member Turner made a motion to authorize co-sponsorship for Fireworks event. The motion was seconded by Mayor Pro Tem Nagy and carried 4-0 with Council member Hasness absent. Council member Oliveira returned to the Chambers at 8:18 P.M.

**12. PUBLIC HEARING - Consider Resolution Imposing New Development Impact Fees**

1. *Receive Staff Report*
2. *Open the Public Hearing*
3. *Close the Public Hearing*
4. *Consider a motion to approve the resolution*

Finance Director Westervelt presented the staff report and introduced Alison Boulet of Harris & Associates, who gave a presentation on the development fee updates. The Mayor opened the public hearing at 8:27 P.M. There was no public comment. The public hearing was closed at 8:27 P.M. There was a discussion from Council. Mayor Pro Tem Nagy made a motion to approve the resolution. The motion was seconded by Council member Oliveira and carried 3-1-0 with Council member Turner in opposition and Council member Hasness absent.

**13. Consider Authorizing City Manager to Execute Recipient Funding Agreement for Measure V Funding**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to authorize the City Manager to execute recipient funding agreement for Measure V funding*

City Manager Dunford presented the staff report. Ken Rose, 1400 Meredith Ave Gustine, inquired whether the sidewalk rehabilitation in front of Green Acres Mobil Home Park would be moved up in the schedule. Council member Oliveira made a motion to authorize the City Manager to execute the funding agreement. The motion was seconded by Mayor Pro Tem Nagy and carried 4-0 with Council member Hasness absent.

**14. Consider Resolution Approving Local Transportation Fund Claim**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to approve the resolution*

City Manager Dunford presented the staff report. There was no public comment. Council member Oliveira made a motion to approve the resolution. The motion was seconded by Mayor Pro Tem Nagy and carried 4-0 with Council member Hasness absent.

**15. Consider Authorizing City Manager to Enter Computer Leasing Agreement**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to authorize the City Manager to enter an agreement to lease computers*

Mayor Oliveira advised that item #15 was being pulled from the agenda.

**16. Consider Request for Use of City Streets for Fourth of July in the Park Event**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to authorize the use of City streets for the Fourth of July in the Park event*

City Manager Dunford presented the staff report. There was no public comment. Council member Oliveira made a motion to authorize the use of City streets. The motion was seconded by Mayor Pro Tem Nagy and carried 4-0 with Council member Hasness absent.

**CITY DEPARTMENT REPORTS**

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Fire Chief Borrelli advised of the upcoming Fill the Boot fundraiser.

Police Chief Medeiros advised that he had nothing to report.

Interim Public Works Director Murdock reported on the ongoing pool repairs. Recreation Coordinator Vitorino reported on the upcoming summer programs and the potential for a summer street fair to be held downtown.

Finance Director Westervelt gave an update on the bid process for the Goman Center rehabilitation project.

## **COMMISSIONER REPORTS**

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Airport Commission Chairman Marchese advised that he had nothing to report.

## **CITY MANAGER REPORTS**

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City Manager Dunford advised of the upcoming Merced County LAFCO meeting. He reported on his attendance at the One Voice meeting. He reported that the Hillview sidewalk project was progressing. Lastly, he reported on the success of the recent Gustine Business Owner meeting.

## **CITY COUNCIL REPORTS**

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Council member Turner advised that he had nothing to report.

Council member Oliveira shared the positive response he had received while in Washington D.C. for One Voice. He reminded everyone of the upcoming A to Z Foundation Fishing Day at Schmidt Park. Lastly, he invited everyone to attend the local Memorial Day events.

Mayor Pro Tem Nagy advised of his attendance at the One Voice trip in Washington D.C. He reported on the delegations meeting with the Department of Wildlife as it related to the City's egret issue. He reported on additional funding coming to Gustine from Measure V.

Mayor Oliveira advised of his recent AVID interviews at Gustine High School. He remarked on the caliber of students coming out of Gustine High School. Mayor Oliveira requested City trees be attended to. Lastly, he requested that staff bring a cannabis related item forward for consideration.

## **CLOSED SESSION**

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- 1. CONFERENCE WITH LABOR NEGOTIATORS- Pursuant to Government Code Section 54957.6 Agency Negotiator: City Manager: Employee organization: City of Gustine Clerks Association.**
- 2. CONFERENCE WITH LABOR NEGOTIATORS- Pursuant to Government Code Section 54957.6 Agency Negotiator: City Manager: Employee organization: City of Gustine Public Works Association.**
- 3. CONFERENCE WITH LABOR NEGOTIATORS- Pursuant to Government Code Section 54957.6 Agency Negotiator: City Manager: Employee organization: City of Gustine Police Officers Association.**
- 4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION- Title: City Manager.**
- 5. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case**

In open session it was reported that there was no reportable action.

## **ADJOURNMENT**

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Council member Turner made a motion to adjourn the meeting. The motion was seconded by Mayor Pro Tem Nagy. The meeting adjourned at 9:17 P.M.

**ATTEST:**

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**CITY CLERK**

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**MAYOR OLIVEIRA**

**MINUTES OF  
REGULAR MEETING  
NOVEMBER 6, 2018**

**CALL TO ORDER - PLEDGE OF ALLEGIANCE**

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Mayor Oliveira called the meeting to order at 6:30 P.M. and conducted the pledge of allegiance.

**ROLL CALL**

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Council Members: Turner, Craig, Oliveira, Mayor Pro Tem Nagy, Mayor Oliveira

Staff Present: City Manager Doug Dunford, Finance Director Jami Westervelt, Police Chief Milt Medeiros, Recreation Coordinator Tiffany Vitorino, City Attorney Josh Nelson, Interim Public Works Director Stan Murdock, Interim Public Works Director Dan Arnold, Maintenance Worker Dennis Castro, Fire Chief Pat Borrelli, and Deputy City Clerk/Human Resources Manager Melanie Correa

**PRESENTATIONS**

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**1. Employee Introduction**

Amanda Trigo, Administrative Assistant

Deputy City Clerk Correa introduced Amanda Trigo. Mrs. Trigo expressed her gratitude and excitement for the opportunity to work for the City.

**2. Operation Christmas Child**

Tamara Edwards

Tamara Edwards and Shelley Lackey gave a brief presentation on the Operation Christmas Child project.

**PUBLIC COMMENT**

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Mike Rasmussen, 10321 Willow Street Jamestown. Distributed the Southeast Gustine Master Plan to Council. Mr. Rasmussen congratulated the City Manager for his hard work in getting the annexation project approved. Mr. Rasmussen advised of the difference in Phase I map locations. Mr. Rasmussen inquired whether Council would be willing to hold a special meeting to correct the discrepancy. There was some discussion from Mayor Pro Tem Nagy and City Manager Dunford, where clarification was given. City Manager Dunford advised that he would schedule a meeting with Mr. Rasmussen to share the actual approved maps.

**CONSENT CALENDAR**

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**3. Minutes of the October 16, 2018 Regular Meeting**

*Recommendation: Review and approve*

**4. Warrant List**

*Recommendation: Review and approve*

**5. Approve and Waiver of Second Reading of Ordinance Amending Gustine Zoning Map and Zoning Districts**

*Recommendation: Review, Approve and Waive Second Readings*

The Mayor introduced the consent calendar. Sherri Marisgli, 820 North Ave Gustine, advised of a typographical error on the acquisition of the Toste

property. The acquisition date should reference November 2018. City Attorney Nelson advised that the document was correct in stating that the property had not yet been acquired, but that the correction would be made. Council member Oliveira made a motion to approve the consent calendar, with the correction of the typographical error in Exhibit A for item 5. The motion was seconded by Council member Craig and carried 5-0.

## **ADMINISTRATIVE AGENDA**

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### **6. PUBLIC HEARING – Consider Waiving the First Reading of an Ordinance Amending Gustine Zoning and Subdivision Code Sections Relating to Temporary Sign Standards**

1. *Receive Staff Report*
2. *Open the public hearing*
3. *Receive public comment*
4. *Close the public hearing*
5. *Consider a motion to waive the first reading of an ordinance amending the Gustine Zoning and Subdivision Code sections relating to temporary sign standards*

City Manager Dunford presented the staff report. The Mayor opened the public hearing at 6:52 P.M. There was no public comment. The public hearing was closed at 6:53 P.M. Mayor Pro Tem Nagy advised that the flagpole height restriction would be enforced on a complaint driven policy. Council member Oliveira made a motion to waive the first reading of an ordinance amending the Gustine Zoning and Subdivision code sections relating to temporary sign standards. The motion was seconded by Council member Craig and carried 4-1 with Mayor Pro Tem Nagy in opposition.

### **7. Consider Approval of Employment Agreement for Public Works Supervisor**

1. *Receive Staff Report*
2. *Receive Public Comment*
3. *Consider a motion to approve employment agreement*

City Manager Dunford presented the staff report and distributed an amended employment agreement. There was no public comment. City Attorney Nelson advised that copies of the employment agreement were available by request. Mayor Oliveira made a motion to approve the employment agreement. The motion was seconded by Council member Craig and carried 5-0.

## **COMMISSIONER REPORTS**

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Airport Commission Chairman Alexander advised that he had nothing to report.

## **CITY DEPARTMENT REPORTS**

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Fire Chief Borrelli thanked City staff for their help with submitting a grant application for a new fire engine. He advised that his department would be holding Hazardous Materials training for certification in the coming weeks.

Police Chief Medeiros gave a report on the various activities his department participated in at local schools for Red Ribbon Week. He advised of the various upcoming events and parades. Chief Medeiros discussed the several options his department has to maintain clean police vehicles. Council member Oliveira inquired about the ongoing issue with traffic congestion around the schools, to which Chief Medeiros provided information. City Manager Dunford offered

information as well. Mayor Oliveira offered a suggestion to assist with the vehicle cleaning.

Interim Public Works Director Murdock advised of the recent Cal Trans inspection of the airport. He advised that the leaf pickup vehicle had been inspected. He shared that leaf pickup this year would be handled on a quadrant basis. Mr. Murdock advised on the status of the water tower project. Mr. Murdock thanked the Council for the pleasure to work for Gustine. Council member Oliveira inquired whether an insert could be placed in the utility bills informing the community of the water tower status.

Recreation Coordinator Vitorino gave an update on the success of the Fishing Derby. She further updated on the success of the Trunk or Treat event. She gave an update on the upcoming Christmas in the Park event to be held on December 19<sup>th</sup>.

### **CITY MANAGER REPORTS**

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City Manager Dunford advised that the Southeast Annexation project had been approved by the Merced LAFCO Board at their recent meeting. He expanded on the success of the growth of the Trunk or Treat event. He advised of the upcoming Chamber Downtown Mixer, and the Veteran's Day parade on Sunday November 11<sup>th</sup>. City Manager Dunford inquired which Council members would be able to attend the ribbon cutting of the new transit center on November 15<sup>th</sup>.

### **CITY COUNCIL REPORTS**

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Council member Turner thanked Chief Medeiros for his research and information. He further thanked City Manager Dunford for his work on the annexation approval.

Council member Oliveira offered congratulations to Recreation Coordinator Vitorino for the successful Trunk or Treat event. He advised that the Westside Healthcare Task Force judging contest would be held on Friday November 9<sup>th</sup> in the Gustine Council Chambers.

Council member Craig attested to the success of the Trunk or Treat event, he extended gratitude to the Gustine Police Department for their presence at the event. Council member Craig pleaded to the community to get involved with the Sober Grad Night program in Gustine. He shared that the Sober Grad Committee struggles with volunteers to assist with the fundraising events.

Mayor Pro Tem Nagy advised of his attendance at the ground breaking ceremony for the new gymnasium at Gustine Middle School. He reminded everyone of the events scheduled for Veterans Day on the 11<sup>th</sup>. Lastly, he thanked the Rotary Club for the candidates night.

Mayor Oliveira thanked Recreation Coordinator Vitorino for everything she does.

### **CLOSED SESSION**

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- 1. CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager: Employee organization: City of Gustine Clerks Association.**

2. **CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager; Employee organization: City of Gustine Public Works Association.**
3. **CONFERENCE WITH LABOR NEGOTIATOR. Pursuant to Government Code Section 54957.6. Agency Negotiator: City Manager; Employee organization: City of Gustine Police Officers Association.**
4. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR- Pursuant to Government Code Section 54956.8 Agency Negotiator: City Manager; Property: Assessor's Parcel No. 020-044-004; Negotiating Parties: Maureen O'Rourke; Under negotiation: Price and terms of payment**

In open session it was reported that there was no reportable action.

**ADJOURNMENT**

Mayor Pro Tem Nagy made a motion to adjourn the meeting. The motion was seconded by Council member Oliveira. The meeting adjourned at 7:48 P.M.

**ATTEST:**

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**CITY CLERK**

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**MAYOR OLIVEIRA**



# Warrant List By Vendor Name

Post Dates 11/07/2018 - 11/20/2018

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
<b>Vendor: A &amp; A PORTABLES INC</b>				
A & A PORTABLES INC	1-733630	44689	SOCCER FIELD PORTABLES	132.06
<b>Vendor A &amp; A PORTABLES INC Total:</b>				<b>132.06</b>
<b>Vendor: A PLUS PLUMBING</b>				
A PLUS PLUMBING	7676	44690	SNAKE MAINLINE OLSON	220.00
A PLUS PLUMBING	7677	44690	SNAKE MAINLINE SOUTH	125.00
A PLUS PLUMBING	7678	44690	CLEAN SEWER DEBRIS ON	150.00
A PLUS PLUMBING	7698	44690	SNAKE MAIN LINE AT HEN	125.00
A PLUS PLUMBING	7699	44690	SNAKE MAINLINE AT SCH	125.00
A PLUS PLUMBING	7724	44690	SNAKE MANHOLE TO FREE	125.00
<b>Vendor A PLUS PLUMBING Total:</b>				<b>870.00</b>
<b>Vendor: ACE HARDWARE OF GUSTINE</b>				
ACE HARDWARE OF GUSTI	398076	44691	WELL #4 REPAIRS	2.17
ACE HARDWARE OF GUSTI	398453	44691	LIBRARY CLEANING SUPPLI	12.30
ACE HARDWARE OF GUSTI	398579	44691	PARK IRRIGATION REPAIR	26.27
ACE HARDWARE OF GUSTI	398585	44691	PARK IRRIGATION REPAIR	10.15
ACE HARDWARE OF GUSTI	398586	44691	TOOLS FOR WATER REPAIR	25.97
ACE HARDWARE OF GUSTI	398601	44691	PARK IRRIGATION REPAIR	4.64
ACE HARDWARE OF GUSTI	398707	44691	REPAIR WELL #4	22.48
ACE HARDWARE OF GUSTI	399023	44691	PARK IRRIGATION REPAIR	8.06
ACE HARDWARE OF GUSTI	399062	44691	PARK IRRIGATION REPAIR	13.83
ACE HARDWARE OF GUSTI	399068	44691	IRRIGATION REPAIR MARQ	0.31
ACE HARDWARE OF GUSTI	399099	44691	PARK IRRIGATION REPAIR	28.12
ACE HARDWARE OF GUSTI	399102	44691	PW DEPT OPP SUPPLIES	1.10
ACE HARDWARE OF GUSTI	399102	44691	PW DEPT OPP SUPPLIES	0.95
ACE HARDWARE OF GUSTI	399102	44691	PW DEPT OPP SUPPLIES	0.88
ACE HARDWARE OF GUSTI	399102	44691	PW DEPT OPP SUPPLIES	2.20
ACE HARDWARE OF GUSTI	399102	44691	PW DEPT OPP SUPPLIES	2.21
ACE HARDWARE OF GUSTI	399134	44691	PARK IRRIGATION REPAIR	3.66
ACE HARDWARE OF GUSTI	399135	44691	PARK CLEANING SUPPLIES	13.61
ACE HARDWARE OF GUSTI	399151	44691	PARK IRRIGATION REPAIR	6.04
ACE HARDWARE OF GUSTI	399185	44691	LIFT STATION REPAIRS	12.09
ACE HARDWARE OF GUSTI	399195	44691	LIFT STATION REPAIR PART	2.97
ACE HARDWARE OF GUSTI	399211	44691	NORTH AVE LIFT STATION	7.45
ACE HARDWARE OF GUSTI	399215	44691	NORTH AVE LIFT STATION	5.08
ACE HARDWARE OF GUSTI	399248	44691	SEWER TRUCK TRAILER RE	40.11
ACE HARDWARE OF GUSTI	399291	44691	RETURN - PARTS NORTH A	-1.50
ACE HARDWARE OF GUSTI	399301	44691	IRRIGATION REPAIRS	7.12
ACE HARDWARE OF GUSTI	399598	44691	PW DEPT OPP SUPPLIES	2.19
ACE HARDWARE OF GUSTI	399598	44691	PW DEPT OPP SUPPLIES	1.90
ACE HARDWARE OF GUSTI	399598	44691	PW DEPT OPP SUPPLIES	1.75
ACE HARDWARE OF GUSTI	399598	44691	PW DEPT OPP SUPPLIES	4.38
ACE HARDWARE OF GUSTI	399598	44691	PW DEPT OPP SUPPLIES	4.37
ACE HARDWARE OF GUSTI	399611	44691	WATER SYSTEM PRESSURE	22.27
ACE HARDWARE OF GUSTI	399719	44691	PW - BATTERIES 20PK	2.60
ACE HARDWARE OF GUSTI	399719	44691	PW - BATTERIES 20PK	2.25
ACE HARDWARE OF GUSTI	399719	44691	PW - BATTERIES 20PK	2.08
ACE HARDWARE OF GUSTI	399719	44691	PW - BATTERIES 20PK	5.19

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
ACE HARDWARE OF GUSTI	399719	44691	PW - BATTERIES 20PK	5.19
ACE HARDWARE OF GUSTI	399739	44691	IRRIGATION REPAIR PARTS	25.92
ACE HARDWARE OF GUSTI	399741	44691	KEY FOR TOILET DISPENSE	4.31
ACE HARDWARE OF GUSTI	399751	44691	SEWER DEPT SUPPLIES	5.40
ACE HARDWARE OF GUSTI	399760	44691	WD-40	6.05
ACE HARDWARE OF GUSTI	399764	44691	IRRIGATION REPAIR	19.45
ACE HARDWARE OF GUSTI	399793	44691	NORTH AVE LIFT STATION	12.10
ACE HARDWARE OF GUSTI	399797	44691	IRRIGATION REPAIR @ BO	14.05
ACE HARDWARE OF GUSTI	399901	44691	SLEDGE HAMMER - SEWE	32.46
ACE HARDWARE OF GUSTI	399933	44691	BORRELLI PARK IRRIGATIO	1.94
ACE HARDWARE OF GUSTI	399935	44691	PARTS FOR PRESSURE TES	24.44
ACE HARDWARE OF GUSTI	399942	44691	POOL REPAIR PART	2.15
ACE HARDWARE OF GUSTI	400048	44691	REPAIR PIPE FITTING ON S	1.83
ACE HARDWARE OF GUSTI	400478	44691	PART FOR BATHROOM REP	3.89
ACE HARDWARE OF GUSTI	400512	44691	PW MOTOR VEHICLE SUPP	0.91
ACE HARDWARE OF GUSTI	400512	44691	PW MOTOR VEHICLE SUPP	0.79
ACE HARDWARE OF GUSTI	400512	44691	PW MOTOR VEHICLE SUPP	0.71
ACE HARDWARE OF GUSTI	400512	44691	PW MOTOR VEHICLE SUPP	1.82
ACE HARDWARE OF GUSTI	400512	44691	PW MOTOR VEHICLE SUPP	1.82
ACE HARDWARE OF GUSTI	400553	44691	PW DEPT OPP SUPPLIES	1.88
ACE HARDWARE OF GUSTI	400553	44691	PW DEPT OPP SUPPLIES	1.63
ACE HARDWARE OF GUSTI	400553	44691	PW DEPT OPP SUPPLIES	1.50
ACE HARDWARE OF GUSTI	400553	44691	PW DEPT OPP SUPPLIES	3.76
ACE HARDWARE OF GUSTI	400553	44691	PW DEPT OPP SUPPLIES	3.77
ACE HARDWARE OF GUSTI	400554	44691	PW MOTOR VEHICLE	0.49
ACE HARDWARE OF GUSTI	400554	44691	PW MOTOR VEHICLE	0.42
ACE HARDWARE OF GUSTI	400554	44691	PW MOTOR VEHICLE	0.39
ACE HARDWARE OF GUSTI	400554	44691	PW MOTOR VEHICLE	0.97
ACE HARDWARE OF GUSTI	400554	44691	PW MOTOR VEHICLE	0.97
ACE HARDWARE OF GUSTI	400646	44691	TOOLS FOR PARK RESTRO	4.31
ACE HARDWARE OF GUSTI	400655	44691	TOOLS FOR PARK RESTRO	4.31
<b>Vendor ACE HARDWARE OF GUSTINE Total:</b>				<b>496.88</b>
<b>Vendor: ADRIAN CORONADO</b>				
ADRIAN CORONADO	REIMB FACILITY RENTAL	44694	REIMB- FACILITY RENTAL	2.50
ADRIAN CORONADO	REIMB FACILITY RENTAL	44694	REIMB- FACILITY RENTAL	130.10
<b>Vendor ADRIAN CORONADO Total:</b>				<b>132.60</b>
<b>Vendor: AMERIPRIDE</b>				
AMERIPRIDE	1502253004	44695	FD CLEANING SUPPLIES	81.00
<b>Vendor AMERIPRIDE Total:</b>				<b>81.00</b>
<b>Vendor: APPLGATE TEEPLES DRILLING CO. INC</b>				
APPLGATE TEEPLES DRILL	21215	44696	SEWER LINE CLEANING	2,137.50
<b>Vendor APPLGATE TEEPLES DRILLING CO. INC Total:</b>				<b>2,137.50</b>
<b>Vendor: ARAMARK UNIFORM SERVICES INC</b>				
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	3.16
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	3.16
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	6.33
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	5.70
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	13.29
ARAMARK UNIFORM SERV	636393001	44697	PW UNIFORMS	25.95
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	5.70
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	0.94
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	0.95
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	1.89

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	1.70
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	3.97
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	7.74
ARAMARK UNIFORM SERV	636407022	44697	PW UNIFORMS	1.70
<b>Vendor ARAMARK UNIFORM SERVICES INC Total:</b>				<b>82.18</b>
<b>Vendor: BAKER SUPPLIES AND REPAIRS</b>				
BAKER SUPPLIES AND REP	53925	44698	EDGER REPAIR	96.65
<b>Vendor BAKER SUPPLIES AND REPAIRS Total:</b>				<b>96.65</b>
<b>Vendor: CALIFORNIA STATE DISBURSEMENT UNIT</b>				
CALIFORNIA STATE DISBUR	PR- 10/27/18	5778	PAYROLL DEDUCTIONS	351.34
CALIFORNIA STATE DISBUR	PR- 11/10/18	5801	PAYROLL DEDUCTIONS	351.34
<b>Vendor CALIFORNIA STATE DISBURSEMENT UNIT Total:</b>				<b>702.68</b>
<b>Vendor: CAPITOL ADVOCACY PARTNERS</b>				
CAPITOL ADVOCACY PART	2018-3CGUS	44699	FIRE DEPT GRANT PREPAR	7,500.00
<b>Vendor CAPITOL ADVOCACY PARTNERS Total:</b>				<b>7,500.00</b>
<b>Vendor: CENTRAL SANITARY SUPPLY</b>				
CENTRAL SANITARY SUPPL	925903	44700	PARK SOAP DISPENSER	101.07
<b>Vendor CENTRAL SANITARY SUPPLY Total:</b>				<b>101.07</b>
<b>Vendor: CSG CONSULTING - PRECISION</b>				
CSG CONSULTING - PRECIS	21106	44701	PLANNING SERVICES 9/1 -	410.00
CSG CONSULTING - PRECIS	B1847	44701	PERMIT ISSUANCE AND PL	1,431.72
CSG CONSULTING - PRECIS	B1847	44701	PERMIT ISSUANCE AND PL	1,366.63
<b>Vendor CSG CONSULTING - PRECISION Total:</b>				<b>3,208.35</b>
<b>Vendor: DICK FORD'S TRACTOR REPAIR</b>				
DICK FORD'S TRACTOR REP	154685	44702	WWTP SUPPLIES	30.39
<b>Vendor DICK FORD'S TRACTOR REPAIR Total:</b>				<b>30.39</b>
<b>Vendor: DIVERSIFIED RISK/HUB INTERNATIONAL</b>				
DIVERSIFIED RISK/HUB INT	EVENT INSURANCE OCTOB	44703	EVENT INSURANCE OCTOB	770.36
<b>Vendor DIVERSIFIED RISK/HUB INTERNATIONAL Total:</b>				<b>770.36</b>
<b>Vendor: DOM SOLAR LESSOR I, LP</b>				
DOM SOLAR LESSOR I, LP	9376022	44704	WW ELECTRIC 10/1/2018 -	12,705.04
<b>Vendor DOM SOLAR LESSOR I, LP Total:</b>				<b>12,705.04</b>
<b>Vendor: DOWNSTREAM AVIATION LP</b>				
DOWNSTREAM AVIATION	69656b	44705	FUEL TRANSACTION DOW	18.00
<b>Vendor DOWNSTREAM AVIATION LP Total:</b>				<b>18.00</b>
<b>Vendor: EMPLOYMENT DEVELOPMENT DEPT</b>				
EMPLOYMENT DEVELOPM	PR- 8/31/18 SAFETY SHOE	5800	PAYROLL TAXES	14.00
<b>Vendor EMPLOYMENT DEVELOPMENT DEPT Total:</b>				<b>14.00</b>
<b>Vendor: GEORGE OSNER, AICP URBAN PLANNING</b>				
GEORGE OSNER, AICP URB	OCTOBER 2018 / ANNEXA	44706	SOUTHEAST ANNEXATION	990.00
<b>Vendor GEORGE OSNER, AICP URBAN PLANNING Total:</b>				<b>990.00</b>
<b>Vendor: GILTON SOLID WASTE MANAGEMENT INC</b>				
GILTON SOLID WASTE MA	OCTOBER 2018 BINS	44707	TRASH BINS	284.60
<b>Vendor GILTON SOLID WASTE MANAGEMENT INC Total:</b>				<b>284.60</b>
<b>Vendor: GOUVEIA ENGINEERING INC</b>				
GOUVEIA ENGINEERING I	7914	44708	SR 140/33 ROUNDABOUT	3,226.25
GOUVEIA ENGINEERING I	7915	44708	SR 140/33 ROUNDABOUT	2,955.00
GOUVEIA ENGINEERING I	7917	44708	5TH ST/4TH AVE ROUNDA	493.75
GOUVEIA ENGINEERING I	7918	44708	SCHMIDT PARK CLASS 1 TR	5,638.75
<b>Vendor GOUVEIA ENGINEERING INC Total:</b>				<b>12,313.75</b>
<b>Vendor: GUERREROS TIRE AND AUTO REPAIR INC.</b>				
GUERREROS TIRE AND AU	10112018	44709	PW NEW TIRE FOR GATOR	15.00

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
GUERREROS TIRE AND AU	10112018	44709	PW NEW TIRE FOR GATOR	13.00
GUERREROS TIRE AND AU	10112018	44709	PW NEW TIRE FOR GATOR	12.00
GUERREROS TIRE AND AU	10112018	44709	PW NEW TIRE FOR GATOR	30.00
GUERREROS TIRE AND AU	10112018	44709	PW NEW TIRE FOR GATOR	30.00
<b>Vendor GUERREROS TIRE AND AUTO REPAIR INC. Total:</b>				<b>100.00</b>
<b>Vendor: HALYCON CREEK INC. (DBA MID VALLEY I.T.)</b>				
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	27.20
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	27.20
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	136.00
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	40.80
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	40.80
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	27.20
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	40.80
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	204.00
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	272.00
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	272.00
HALYCON CREEK INC. (DBA	2019593	44710	MONTHLY I.T. SUPPORT- D	272.00
HALYCON CREEK INC. (DBA	2019597	44710	PD MONTHLY I.T. SUPPORT	2,040.00
<b>Vendor HALYCON CREEK INC. (DBA MID VALLEY I.T.) Total:</b>				<b>3,400.00</b>
<b>Vendor: HILMAR LUMBER INC</b>				
HILMAR LUMBER INC	311146	44711	REPAIR BASEBALL FIELD SI	3.39
HILMAR LUMBER INC	311146	44711	REPAIR BASEBALL FIELD SI	2.94
HILMAR LUMBER INC	311146	44711	REPAIR BASEBALL FIELD SI	2.71
HILMAR LUMBER INC	311146	44711	REPAIR BASEBALL FIELD SI	6.78
HILMAR LUMBER INC	311146	44711	REPAIR BASEBALL FIELD SI	6.78
<b>Vendor HILMAR LUMBER INC Total:</b>				<b>22.60</b>
<b>Vendor: IEH-JL ANALYTICAL</b>				
IEH-JL ANALYTICAL	447605	44712	WATER SAMPLES	866.00
IEH-JL ANALYTICAL	448075	44712	WWTP SAMPLES	389.00
IEH-JL ANALYTICAL	449524	44712	WWTP SAMPLES	186.50
<b>Vendor IEH-JL ANALYTICAL Total:</b>				<b>1,441.50</b>
<b>Vendor: L. N. CURTIS &amp; SONS</b>				
L. N. CURTIS & SONS	INV228167	44713	PD BADGE PATCH	235.67
<b>Vendor L. N. CURTIS &amp; SONS Total:</b>				<b>235.67</b>
<b>Vendor: MARTIN L. CARVER</b>				
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	10.94
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	10.94
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	98.44
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	98.44
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	12.03
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	4.20
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	13.82
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	30.06
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	56.25
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	24.68
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	52.50
MARTIN L. CARVER	1647	44714	HOUSING ELEMENT - ZONI	25.20
<b>Vendor MARTIN L. CARVER Total:</b>				<b>437.50</b>
<b>Vendor: MODERN WILDLIFE SOLUTIONS</b>				
MODERN WILDLIFE SOLUT	6199	44715	GOPHER ABATEMENT - OC	300.00
<b>Vendor MODERN WILDLIFE SOLUTIONS Total:</b>				<b>300.00</b>
<b>Vendor: MODESTO OVER HEAD DOOR, INC.</b>				
MODESTO OVER HEAD DO	65026	44716	PW DEPT OPP SUPPLIES	34.41

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
MODESTO OVER HEAD DO	65026	44716	PW DEPT OPP SUPPLIES	29.82
MODESTO OVER HEAD DO	65026	44716	PW DEPT OPP SUPPLIES	27.53
MODESTO OVER HEAD DO	65026	44716	PW DEPT OPP SUPPLIES	68.82
MODESTO OVER HEAD DO	65026	44716	PW DEPT OPP SUPPLIES	68.82
<b>Vendor MODESTO OVER HEAD DOOR, INC. Total:</b>				<b>229.40</b>
<b>Vendor: MUNICIPAL CMS</b>				
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	48.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	48.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	240.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	72.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	72.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	48.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	72.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	360.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	480.00
MUNICIPAL CMS	8851	44717	ANNUAL WEBSITE HOSTIN	480.00
<b>Vendor MUNICIPAL CMS Total:</b>				<b>2,400.00</b>
<b>Vendor: NUNES AUTO CARE</b>				
NUNES AUTO CARE	021484	44718	PD - REPLACE TIRES	98.00
<b>Vendor NUNES AUTO CARE Total:</b>				<b>98.00</b>
<b>Vendor: OPERATING ENGINEERS LOCAL #3</b>				
OPERATING ENGINEERS L	PR- 10/27/18	44719	PAYROLL DEDUCTIONS	92.00
OPERATING ENGINEERS L	PR- 10/27/2018	44719	PAYROLL DEDUCTIONS	294.00
<b>Vendor OPERATING ENGINEERS LOCAL #3 Total:</b>				<b>386.00</b>
<b>Vendor: O'REILLY AUTOMOTIVE STORES, INC.</b>				
O'REILLY AUTOMOTIVE ST	5714-146030	44720	PW DEPT OPP SUPPLIES - S	1.95
O'REILLY AUTOMOTIVE ST	5714-146030	44720	PW DEPT OPP SUPPLIES - S	1.69
O'REILLY AUTOMOTIVE ST	5714-146030	44720	PW DEPT OPP SUPPLIES - S	1.56
O'REILLY AUTOMOTIVE ST	5714-146030	44720	PW DEPT OPP SUPPLIES - S	3.89
O'REILLY AUTOMOTIVE ST	5714-146030	44720	PW DEPT OPP SUPPLIES - S	3.89
O'REILLY AUTOMOTIVE ST	5718-145297	44720	PW VEHICLE SUPPLIES	4.22
O'REILLY AUTOMOTIVE ST	5718-145297	44720	PW VEHICLE SUPPLIES	3.66
O'REILLY AUTOMOTIVE ST	5718-145297	44720	PW VEHICLE SUPPLIES	3.36
O'REILLY AUTOMOTIVE ST	5718-145297	44720	PW VEHICLE SUPPLIES	8.44
O'REILLY AUTOMOTIVE ST	5718-145297	44720	PW VEHICLE SUPPLIES	8.44
O'REILLY AUTOMOTIVE ST	5718-148045	44720	ANTI-FREEZE FOR GRASSH	15.14
<b>Vendor O'REILLY AUTOMOTIVE STORES, INC. Total:</b>				<b>56.24</b>
<b>Vendor: PARREIRAS AUTO REPAIR</b>				
PARREIRAS AUTO REPAIR	41306	44721	FD SERVICE FIRE ENGINE R	249.22
<b>Vendor PARREIRAS AUTO REPAIR Total:</b>				<b>249.22</b>
<b>Vendor: POLICE OFFICERS ASSOC</b>				
POLICE OFFICERS ASSOC	PR- 10/27/18	44722	PAYROLL DEDUCTIONS	300.00
POLICE OFFICERS ASSOC	PR- 11/10/18	44722	PAYROLL DEDUCTIONS	300.00
<b>Vendor POLICE OFFICERS ASSOC Total:</b>				<b>600.00</b>
<b>Vendor: PUBLIC EMP RETIREMENT SYSTEM</b>				
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	47.74
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	59.70
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	41.54
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	410.09
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	322.74
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	156.15

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	131.64
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	84.65
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	51.86
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	66.02
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	348.49
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	9.62
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	96.78
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	38.51
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	261.00
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	16.93
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	26.02
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	17.33
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	48.61
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	270.89
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	369.95
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	1,017.75
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	262.43
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	266.14
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	1,157.76
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	39.03
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	69.18
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	19.26
PUBLIC EMP RETIREMENT	100000015415726	5793	RETIREMENT CONTRIB- FY	61.06
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	84.65
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	47.74
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	59.70
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	41.54
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	410.09
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	322.74
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	156.15
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	131.64
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	51.86
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	66.20
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	348.49
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	9.63
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	96.77
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	38.51
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	261.00
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	16.93
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	26.02
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	17.33
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	48.61
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	270.89
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	369.95
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	1,017.75
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	262.43

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	266.14
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	1,157.76
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	39.03
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	69.18
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	19.26
PUBLIC EMP RETIREMENT	100000015444327	5795	RETIREMENT CONTRIB- FY	60.88
PUBLIC EMP RETIREMENT	100000015444333	5796	RETIREMENT CONTRIB- FY	12,019.14
PUBLIC EMP RETIREMENT	100000015444338	5794	RETIREMENT CONTRIB- FY	19.47
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	84.65
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	47.74
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	59.70
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	59.70
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	41.54
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	410.09
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	322.74
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	156.15
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	131.64
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	51.86
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	66.20
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	348.49
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	9.63
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	96.77
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	38.51
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	261.00
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	16.93
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	26.02
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	17.33
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	48.61
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	270.89
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	369.95
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	1,017.75
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	262.43
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	266.14
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	115.54
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	1,157.76
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	42.33
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	39.03
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	69.18
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	19.26
PUBLIC EMP RETIREMENT	100000015478244	5817	RETIREMENT CONTRIB- FY	1.18
PUBLIC EMP RETIREMENT	100000015478247	5816	RETIRMENT CONTRIB- FY	12,019.14
PUBLIC EMP RETIREMENT	100000015478254	5818	RETIREMENT CONTRIB- FY	19.47
PUBLIC EMP RETIREMENT	PR- 11/10/18EECLASSICMI	5809	RETIREMENT CONTRIBUTI	1,718.43
PUBLIC EMP RETIREMENT	PR- 11/10/18EECLASSICSA	5810	RETIREMENT CONTRIBUTI	563.62
PUBLIC EMP RETIREMENT	PR- 11/10/18EEPEPRAMIS	5808	RETIREMENT CONTRIBUTI	266.55
PUBLIC EMP RETIREMENT	PR- 11/10/18EEPEPRASAF	5807	RETIREMENT CONTRIBUTI	909.53
PUBLIC EMP RETIREMENT	PR- 11/10/18ERCLASSICMI	5813	RETIREMENT CONTRIBUTI	2,212.93
PUBLIC EMP RETIREMENT	PR- 11/10/18ERCLASSICSA	5814	RETIREMENT CONTRIBUTI	1,124.55

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
PUBLIC EMP RETIREMENT	PR- 11/10/18ERPEPRAMIS	5812	RETIREMENT CONTRIBUTI	291.75
PUBLIC EMP RETIREMENT	PR- 11/10/18ERPEPRASAF	5811	RETIREMENT CONTRIBUTI	920.23
PUBLIC EMP RETIREMENT	PR-10/27/18EECLASSICMI	5786	RETIREMENT CONTRIBUTI	1,709.94
PUBLIC EMP RETIREMENT	PR-10/27/18EECLASSICSA	5787	RETIREMENT CONTRIBUTI	463.51
PUBLIC EMP RETIREMENT	PR-10/27/18EEPEPRAMIS	5785	RETIREMENT CONTRIBUTI	254.19
PUBLIC EMP RETIREMENT	PR-10/27/18EEPEPRASAFE	5784	RETIREMENT CONTRIBUTI	942.96
PUBLIC EMP RETIREMENT	PR-10/27/18ERCLASSICMI	5790	RETIREMENT CONTRIBUTI	2,197.42
PUBLIC EMP RETIREMENT	PR-10/27/18ERCLASSICSA	5791	RETIREMENT CONTRIBUTI	928.65
PUBLIC EMP RETIREMENT	PR-10/27/18ERPEPRAMIS	5789	RETIREMENT CONTRIBUTI	278.22
PUBLIC EMP RETIREMENT	PR-10/27/18ERPEPRASAFE	5788	RETIREMENT CONTRIBUTI	954.06
<b>Vendor PUBLIC EMP RETIREMENT SYSTEM Total:</b>				<b>58,194.58</b>

**Vendor: RABOBANK, CARDMEMBER SERVICES**

RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	65.00
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	32.50
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	32.50
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	13.00
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	227.50
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	227.50
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	32.50
RABOBANK, CARDMEMBE	10042018 MC LEAGUE OF	44723	LEAGUE OF CALIFORNIA R	19.50
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.50
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.76
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	2.30
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	3.45
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.50
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.76
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	2.30
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	3.45
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	22.94
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.48
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	4.59
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	6.88
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.50
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.76
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	2.30
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	3.45
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	22.94

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.48
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	4.59
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	6.88
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	22.94
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.48
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	4.59
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	6.88
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	53.62
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	26.81
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	26.81
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	10.72
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	187.67
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	187.67
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	26.81
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE OF CA - RENAISSA	16.09
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	11.50
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.76
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	2.30
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	40.26
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	5.75
RABOBANK, CARDMEMBE	10042018 MC RENAISSAN	44723	LEAGUE CA CITIES HOTEL	3.45
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	22.94
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	11.48
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	4.59
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	80.31
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	11.47
RABOBANK, CARDMEMBE	10042018 MC RENAISSNC	44723	LEAGUE CA CITIES HOTEL	6.88
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	4.13
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	4.13
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	20.66
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	6.20
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	6.20
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	4.13
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	6.19
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	30.99
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	41.32
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	41.32
RABOBANK, CARDMEMBE	11052018 ALL DEPT FEES	44723	ALL DEPT FEES	41.32
RABOBANK, CARDMEMBE	11052018 DD CA POLICE C	44723	PD POLICE CHIEF REGISTR	675.00
RABOBANK, CARDMEMBE	11052018 DD COSTCO	44723	COUNCIL MTG / TRUNK O	19.96
RABOBANK, CARDMEMBE	11052018 DD COSTCO	44723	COUNCIL MTG / TRUNK O	6.98

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	71.71
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	71.71
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	71.71
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	71.71
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	1,183.15
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	1,183.15
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	717.06
RABOBANK, CARDMEMBE	11052018 DD JIVE COMM	44723	TELEPHONES ALL OFFICES	35.85
RABOBANK, CARDMEMBE	11052018 DD SUBWAY CO	44723	PW SUPERVISOR INTERVIE	3.94
RABOBANK, CARDMEMBE	11052018 DD SUBWAY CO	44723	PW SUPERVISOR INTERVIE	3.94
RABOBANK, CARDMEMBE	11052018 DD SUBWAY CS	44723	CSO INTERVIEW PANEL LU	37.95
RABOBANK, CARDMEMBE	11052018 FRGN TRANS FE	44723	CHRISTMAS IN THE PARK S	3.59
RABOBANK, CARDMEMBE	11052018 MC COSTCO	44723	FISHING DAY SUPPLIES	283.98
RABOBANK, CARDMEMBE	11052018 MC DOLLAR GE	44723	FISHING DAY SUPPLIES	38.52
RABOBANK, CARDMEMBE	11052018 MC DOLLAR GE	44723	FISHING DAY SUPPLIES	22.58
RABOBANK, CARDMEMBE	11052018 MC DOLLAR GE	44723	TRUNK OR TREAT SUPPLIE	123.37
RABOBANK, CARDMEMBE	11052018 MC DOLLAR GE	44723	CITY CLERK SUPPLIES	10.83
RABOBANK, CARDMEMBE	11052018 MC NOBHILL	44723	HEALTHCARE MEETING	19.72
RABOBANK, CARDMEMBE	11052018 MC ORTIENTAL	44723	TRUNK OR TREAT SUPPLIE	254.16
RABOBANK, CARDMEMBE	11052018 MC PARTY CITY	44723	FISHING DAY TABLE CLOTH	32.35
RABOBANK, CARDMEMBE	11052018 MC PAYPAL MA	44723	CHRISTMAS IN THE PARK S	179.99
RABOBANK, CARDMEMBE	11052018 MC SAVEMART	44723	CITY CLERK MEETING & TR	14.99
RABOBANK, CARDMEMBE	11052018 MC SIMPLY DO	44723	HEALTHCARE MEETING	27.75
RABOBANK, CARDMEMBE	11052018 MC SUBWAY	44723	CSO INTERVIEW PANEL LU	5.15
<b>Vendor RABOBANK, CARDMEMBER SERVICES Total:</b>				<b>8,120.76</b>
<b>Vendor: ROBERT HALF INTERNATIONAL</b>				
ROBERT HALF INTERNATIO	52058191	44725	PT ACCOUNTANT HRLY HE	35.42
ROBERT HALF INTERNATIO	52058191	44725	PT ACCOUNTANT HRLY HE	8.86
ROBERT HALF INTERNATIO	52058191	44725	PT ACCOUNTANT HRLY HE	336.49
ROBERT HALF INTERNATIO	52058191	44725	PT ACCOUNTANT HRLY HE	336.49
ROBERT HALF INTERNATIO	52058191	44725	PT ACCOUNTANT HRLY HE	168.24
<b>Vendor ROBERT HALF INTERNATIONAL Total:</b>				<b>885.50</b>
<b>Vendor: STATE STREET BANK &amp; TRUST COMPANY</b>				
STATE STREET BANK & TRU	PR- 10/27/18	5792	PAYROLL DEDUCTIONS	825.00
STATE STREET BANK & TRU	PR- 11/10/18	5815	PAYROLL DEDUCTIONS	825.00
<b>Vendor STATE STREET BANK &amp; TRUST COMPANY Total:</b>				<b>1,650.00</b>
<b>Vendor: TESEI PETROLEUM</b>				
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	53.92
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	675.54
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	137.24
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	29.41
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	143.63
TESEI PETROLEUM	102601	44726	FUEL FD/PD/PW VEHICLE	144.11
<b>Vendor TESEI PETROLEUM Total:</b>				<b>1,183.85</b>
<b>Vendor: VERIZON WIRELESS</b>				
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	0.47
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	56.04
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	101.20

**Warrant List**

Post Dates: 11/07/2018 - 11/20/2018

Vendor Name	Payable Number	Payment Number	Description (Item)	Amount
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	13.89
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	48.02
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	29.77
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	16.01
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	29.78
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	56.04
VERIZON WIRELESS	9817108330	44727	CELL SERVICE	160.10
<b>Vendor VERIZON WIRELESS Total:</b>				<b>511.32</b>
<b>Vendor: WASHINGTON STATE SUPPORT REGISTRY</b>				
WASHINGTON STATE SUPP	PR- 10/27/18	44728	PAYROLL DEDUCTION	142.71
WASHINGTON STATE SUPP	PR- 11/10/18	44728	PAYROLL DEDUCTION	142.71
<b>Vendor WASHINGTON STATE SUPPORT REGISTRY Total:</b>				<b>285.42</b>
<b>Vendor: WRECO</b>				
WRECO	P16034.000-2	44729	SR 140/33 ROUNDABOUT	702.64
<b>Vendor WRECO Total:</b>				<b>702.64</b>
<b>Grand Total:</b>				<b>124,157.31</b>

**Report Summary**

**Fund Summary**

Fund	Payment Amount
001 - GENERAL FUND	38,557.42
002 - UTILITY TAX FUND	29.77
009 - COMMUNITY CENTER FUND	738.88
011 - GAS TAX 2106 FUND	84.65
016 - SWIM POOL FUND	345.53
017 - CITY WIDE LIGHTING & LAND	1,465.75
019 - RECREATION FUND	1,264.86
020 - SURFACE TRANS SERV FUND	13,016.39
021 - ST/SIDEWALK MAINT	1,220.24
034 - FIRE SERVICE FUND	7,500.00
059 - STORM DRAIN	1,047.21
060 - WATER FUND	9,171.36
061 - SEWER FUND	26,359.32
062 - REFUSE	2,342.89
063 - AIRPORT FUND	519.20
093 - INSURANCE TRUST FUND	900.46
099 - PAYROLL TRUST FUND	19,374.64
101 - GENERAL GOVERNMENT IMPACT FEES	12.03
102 - POLICE IMPACT FEES	4.20
103 - FIRE IMPACT FEES	13.82
104 - PARKS IMPACT FEE	30.06
105 - STORM DRAIN IMPACT FEES	56.25
106 - WATER IMPACT FEES	24.68
107 - SEWER IMPACT FEES	52.50
108 - REGIONAL TRANSPORTATION IMPACT FEES	25.20
<b>Grand Total:</b>	<b>124,157.31</b>

**Account Summary**

Account Number	Account Name	Payment Amount
001-0000-430.041-00	PLANNING DEPOSIT (PR	990.00
001-0000-430.051-00	PARK & FACILITY FEES	2.50
001-0110-520.010-00	DEPT OPERATING SUPPL	4.13
001-0110-530.091-00	MEETINGS & TRAINING	67.43
001-0110-530.201-00	OTHER CONTRACT SERVI	75.20
001-0120-510.000-00	PERS	169.30
001-0120-530.011-00	TELEPHONE & INTERNET	35.85
001-0140-500.010-00	SALARIES - PART TIME E	35.42
001-0140-510.000-00	PERS	143.22
001-0140-520.010-00	DEPT OPERATING SUPPL	4.13
001-0140-530.011-00	TELEPHONE & INTERNET	36.32
001-0140-530.201-00	OTHER CONTRACT SERVI	75.20
001-0142-510.000-00	PERS	238.80
001-0142-520.010-00	DEPT OPERATING SUPPL	10.83
001-0142-530.011-00	TELEPHONE & INTERNET	35.85
001-0142-530.091-00	MEETINGS & TRAINING	14.99
001-0150-510.000-00	PERS	124.62
001-0150-520.010-00	DEPT OPERATING SUPPL	16.61
001-0150-520.011-00	UNIFORM ALLOWANCE	4.10
001-0150-520.040-00	FUEL	53.92
001-0150-530.011-00	TELEPHONE & INTERNET	127.75
001-0210-510.000-00	PERS	25,307.49
001-0210-520.010-00	DEPT OPERATING SUPPL	256.33
001-0210-520.030-00	MOTOR VEHICLE EXPEN	98.00
001-0210-520.040-00	FUEL	675.54
001-0210-530.011-00	TELEPHONE & INTERNET	101.20
001-0210-530.089-00	COMMUNITY PROMOTI	183.58
001-0210-530.091-00	MEETINGS & TRAINING	931.38

## Account Summary

Account Number	Account Name	Payment Amount
001-0210-530.201-00	OTHER CONTRACT SERVI	2,416.00
001-0220-520.010-00	DEPT OPERATING SUPPL	81.00
001-0220-520.030-00	MOTOR VEHICLE EXPEN	249.22
001-0230-510.000-00	PERS	968.22
001-0230-530.011-00	TELEPHONE	13.89
001-0230-530.091-00	MEETINGS & TRAINING	43.10
001-0410-510.000-00	PERS	126.99
001-0410-530.009-00	OTHER PROFESSIONAL S	1,852.66
001-0410-530.011-00	TELEPHONE	35.85
001-0410-530.094-00	PLANNING/CONSTRUCT	1,366.63
001-0610-510.000-00	PERS	468.45
001-0610-520.010-00	DEPT OPERATING SUPPL	365.61
001-0610-520.011-00	UNIFORM ALLOWANCE	4.11
001-0610-520.030-00	MOTOR VEHICLE EXPEN	20.62
001-0610-530.011-00	TELEPHONE	83.87
001-0610-530.072-00	OTHER EQUIPMENT REP	96.65
001-0610-530.201-00	OTHER CONTRACT SERVI	544.86
002-0147-530.011-00	TELEPHONE	29.77
009-0150-510.000-00	PERS	394.92
009-0150-520.010-00	DEPT OPERATING SUPPL	6.20
009-0150-520.040-00	FUEL	137.24
009-0150-530.011-00	TELEPHONE	87.72
009-0150-530.201-00	OTHER CONTRACT SERVI	112.80
011-0120-510.000-00	PERS	84.65
016-0613-510.000-00	PERS	155.58
016-0613-520.010-00	DEPT OPERATING SUPPL	13.26
016-0613-530.011-00	TELEPHONE	101.49
016-0613-530.201-00	OTHER CONTRACT SERVI	75.20
017-0120-510.000-00	PERS	198.42
017-0120-530.091-00	MEETINGS & TRAINING	128.19
017-0610-510.000-00	PERS	1,045.47
017-0610-520.011-00	UNIFORM ALLOWANCE	8.22
017-0610-520.040-00	FUEL	29.41
017-0610-530.011-00	TELEPHONE	56.04
019-0142-510.000-00	PERS	28.88
019-0613-510.000-00	PERS	290.32
019-0613-520.010-00	DEPT OPERATING SUPPL	761.15
019-0613-530.011-00	TELEPHONE	71.71
019-0613-530.201-00	OTHER CONTRACT SERVI	112.80
020-0310-530.009-00	OTHER PROFESSIONAL S	13,016.39
021-0120-510.000-00	PERS	126.99
021-0120-530.091-00	MEETINGS & TRAINING	128.27
021-0142-510.000-00	PERS	115.53
021-0310-510.000-00	PERS	783.00
021-0310-520.010-00	DEPT OPERATING SUPPL	41.18
021-0310-520.011-00	UNIFORM ALLOWANCE	7.40
021-0310-520.030-00	MOTOR VEHICLE EXPEN	17.87
034-0220-530.009-00	OTHER PROFESSIONAL S	7,500.00
059-0120-510.000-00	PERS	50.79
059-0120-530.091-00	MEETINGS & TRAINING	51.28
059-0140-500.010-00	SALARIES - PART TIME E	8.86
059-0140-510.000-00	PERS	78.06
059-0142-510.000-00	PERS	51.99
059-0730-510.000-00	PERS	145.83
059-0730-520.010-00	DEPT OPERATING SUPPL	69.00
059-0730-520.030-00	MOTOR VEHICLE EXPEN	16.46
059-0730-530.009-00	OTHER PROFESSIONAL S	10.94
059-0730-530.201-00	OTHER CONTRACT SERVI	564.00

## Account Summary

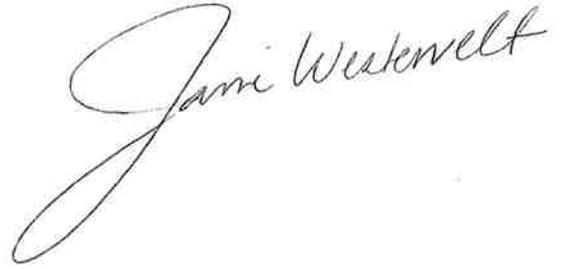
Account Number	Account Name	Payment Amount
060-0120-510.000-00	PERS	812.67
060-0120-530.091-00	MEETINGS & TRAINING	897.45
060-0140-500.010-00	SALARIES - PART TIME E	336.49
060-0140-510.000-00	PERS	1,109.85
060-0142-510.000-00	PERS	346.62
060-0710-510.000-00	PERS	3,053.25
060-0710-520.010-00	DEPT OPERATING SUPPL	189.31
060-0710-520.011-00	UNIFORM ALLOWANCE	17.26
060-0710-520.030-00	MOTOR VEHICLE EXPEN	41.23
060-0710-520.040-00	FUEL	143.63
060-0710-530.009-00	OTHER PROFESSIONAL S	98.44
060-0710-530.011-00	TELEPHONE	1,343.25
060-0710-530.091-00	MEETINGS & TRAINING	3.94
060-0710-530.201-00	OTHER CONTRACT SERVI	752.00
060-0710-540.030-00	MACHINERY & EQUIPME	25.97
061-0120-510.000-00	PERS	787.29
061-0120-530.091-00	MEETINGS & TRAINING	897.45
061-0140-500.010-00	SALARIES - PART TIME E	336.49
061-0140-510.000-00	PERS	798.42
061-0142-510.000-00	PERS	346.62
061-0520-510.000-00	PERS	3,473.28
061-0520-520.010-00	DEPT OPERATING SUPPL	309.17
061-0520-520.011-00	UNIFORM ALLOWANCE	33.69
061-0520-520.030-00	MOTOR VEHICLE EXPEN	41.23
061-0520-520.040-00	FUEL	144.11
061-0520-530.009-00	OTHER PROFESSIONAL S	98.44
061-0520-530.011-00	TELEPHONE	1,183.15
061-0520-530.060-00	ELECTRIC	12,705.04
061-0520-530.091-00	MEETINGS & TRAINING	3.94
061-0520-530.201-00	OTHER CONTRACT SERVI	5,201.00
062-0120-510.000-00	PERS	126.99
062-0120-530.091-00	MEETINGS & TRAINING	128.19
062-0140-500.010-00	SALARIES - PART TIME E	168.24
062-0140-510.000-00	PERS	117.09
062-0510-520.000-00	OFFICE SUPPLIES	41.32
062-0510-520.011-00	UNIFORM ALLOWANCE	7.40
062-0510-530.009-00	OTHER PROFESSIONAL S	284.60
062-0510-530.011-00	TELEPHONE & INTERNET	717.06
062-0510-530.201-00	OTHER CONTRACT SERVI	752.00
063-0120-510.000-00	PERS	207.54
063-0120-530.009-00	OTHER PROFESSIONAL S	18.00
063-0120-530.091-00	MEETINGS & TRAINING	76.91
063-0142-510.000-00	PERS	57.78
063-0340-510.000-00	PERS	123.12
063-0340-530.011-00	TELEPHONE	35.85
093-0000-220.070	INSURANCE TRUST	900.46
099-0000-220.050	PERS PAYABLE	15,736.54
099-0000-220.071	POA DEDUCT PAYABLE	600.00
099-0000-220.081	UNION DUES PAYABLE	386.00
099-0000-220.090	DISABILITY (SDI) PAYABL	14.00
099-0000-220.092	CAL PERS 457 DEF COMP	1,650.00
099-0000-220.097	CALIFORNIA STATE DISB	702.68
099-0000-220.098	WASHINGTON SUPPORT	285.42
101-0140-530.009-00	OTHER PROFESSIONAL S	12.03
102-0210-530.009-00	OTHER PROFESSIONAL S	4.20
103-0220-530.009-00	OTHER PROFESSIONAL S	13.82
104-0610-530.009-00	OTHER PROFESSIONAL S	30.06
105-0730-530.009-00	OTHER PROFESSIONAL S	56.25

**Account Summary**

Account Number	Account Name	Payment Amount
106-0710-530.009-00	OTHER PROFESSIONAL S	24.68
107-0520-530.009-00	OTHER PROFESSIONAL S	52.50
108-0310-530.009-00	OTHER PROFESSIONAL S	25.20
	<b>Grand Total:</b>	<u>124,157.31</u>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	124,157.31
	<u>124,157.31</u>





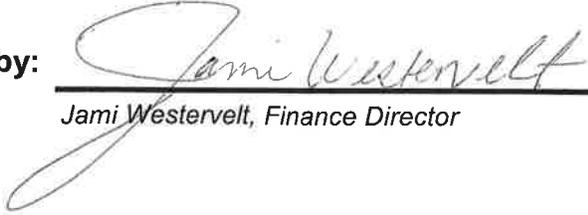
## TREASURER'S REPORT

Period Ending October 31, 2018

The following investment and cash information pertains to the period ending October 31, 2018:

<u>Institution</u>	<u>Acct#</u>	<u>Investment Type</u>	<u>Interest Rate</u>	<u>Balance</u>
<b>Investments</b>				
State of California LAIF	000-100.055	Pooled	2.140%	\$5,995,123.28
<b>Non Interest Bearing Items</b>				
Tri-Counties Bank	099-100.004	Payroll Account		\$535,571.72
Tri-Counties Bank	000-100.100	General Checking		\$810,423.85
<i>Subtotal</i>				\$1,345,995.57
<b>Total Cash and Investments</b>				<b>\$7,341,118.85</b>

Prepared by:

  
\_\_\_\_\_  
Jami Westervelt, Finance Director



## COUNCIL AGENDA ITEM

### NOVEMBER 20, 2018

**PREPARED BY:** Jami Westervelt, Finance Director

**SUBJECT:** Approve Accounting Technician Job Description

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#### BACKGROUND/DISCUSSION

At its last goal-setting session, Council discussed the need to secure additional accounting staff and an Accountant position was approved in the 2018/19 fiscal year budget. A recruitment took place but no qualified candidates were identified for hire.

The City had a difficult time competing for higher-level accountant candidates in a tight market and at the low end of the pay scale. Additional accounting personnel is crucial for the City. The Finance Director has recently used temporary staff through an agency in an attempt to have assistance on the most basic tasks in the interim. This is not a feasible solution long-term with negatives that include lack of accountability, qualifications and continuity.

While staff prefers to hire at the more-qualified Accountant level if possible, flexibility in hiring at a lower level would provide the City with more options. It may also draw a larger pool of applicants, as candidates earlier on in their careers may be more willing to look at a lower pay range in exchange for the opportunity to grow and stay with the City if they perform well.

During the previous interview process, panelists were impressed with some of the applicants overall but they did not meet the minimum requirements for the Accountant position. If this should happen on this next recruitment, having the Technician job approved would allow the City to hire at the level and pay suitable to the work being done.

It is important to note that this item is **NOT** approving an additional hire. This approval would simply provide the flexibility to hire at a lower level if a suitable candidate at a lower level results from the recruitment process. The advertisement for the position would make it clear that the City is hiring one individual at either of the levels listed, dependent upon education, experience and skills.

#### FISCAL IMPACT

No negative financial impacts are anticipated as the hire will not exceed the one position approved by Council in the 2018/19 budget. However, if a candidate is hired at the Accounting Technician level, this would provide a cost savings in personnel over a hire at the Accountant level position.

**RECOMMENDATION**

Council approve the attached job description for the Accounting Technician and authorize the City Manager to add the job to the classification schedule.

**EXHIBIT(S)**

- A) Accounting Technician Job Description

**APPROVED BY:**

  
\_\_\_\_\_  
for DOUG DUNFORD, CITY MANAGER

# CITY OF GUSTINE



## **JOB TITLE: ACCOUNTING TECHNICIAN**

The City seeks a self-directed individual with education and some experience in accounting to serve the vital role of Accounting Technician for the City of Gustine. Performs moderately complex accounting and technical support duties and reports to the Finance Director. The City seeks a detail-oriented self-starter with a drive to learn and desire to thrive in a fast-paced environment working with minimal supervision.

**JOB TITLE:** Full-time; Non-Exempt

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This position provides key, hands-on assistance in the City's financial, auditing, and accounting activities. The following tasks are representative and are not to be considered all-inclusive.

#### General Accounting Functions

- Reviews balancing of and/or balances daily cash register; examines receipts for accuracy and completeness; and resolves and/or assists in resolving deposit discrepancies
- Reviews daily cashing reports for accuracy and approves for updating to the general ledger.
- Performs monthly, quarterly, and yearly reconciliations per the direction and specifications of the supervisor.
- Undertakes basic journal entry preparation as well as adjustments during reconciliation as needed with minimal training.
- Researches accounting/finance issues including pulling records, analyzing data and preparing spreadsheets for reporting to the supervisor.
- Assists in research by polling other agencies and/or utilizing Internet research as a tool.
- Develops and/or formats accounting, financial, budgetary and statistical reports, forms and documents.
- Performs any or all tasks related to Accounts Payable and Accounts Receivable, ranging from entry to final review.
- Corresponds with vendors regarding Accounts Payable discrepancies.
- Develops professional letters and other correspondence for follow up and documentation on financial issues.
- Assists with the preparation of financial reports, including using the accounting software to run reports requested by the Finance Director and insuring the reports are correctly run
- Develops spreadsheets for tracking progress, spending, and other items as needed and routinely updates with developing information
- Provides assistance in tracking grants and contracts agreements and spending

#### Budgeting and Audit Functions

- Provides assistance to Finance Director as requested prior to, during and after the budget and auditing processes.
- Enters budgets into the system and/or reviews the work of others to assure the accuracy of entries into the software.
- Acts as reviewer to budgets as a vital second "set of eyes" and looking for inconsistencies, omissions and errors.
- Assists with review and amendments to the annual budget, working with the Finance Director.
- Prepares spreadsheets, financial statements, and schedules; conducts data entry and compiles information; analyzes various accounts; and reviews coding of revenues and expenditures.

#### General Functions

- Contacts customers as requested by Finance Director

- Reviews reports and items as requested by Finance Director.
- Provides backup to City Hall front including front counter cashiering and answering phones. This function would be in a limited capacity and at the absence of other staff.

## **DESIRED MINIMUM QUALIFICATIONS:**

### **Education & Experience:**

- Minimum AA degree in Accounting which can be substituted for three or more years of experience working in a hands-on a position consisting primarily of accounting duties with the degree preferred.
- Preference will be given to candidates with hands-on, directly-relatable governmental accounting experience as well as those with Bachelor's degree in Accounting or related field that includes emphasis is accounting.

### **Knowledge, Skills, & Abilities:**

- Knowledge of modern accounting principles, practices, and methods.
- Basic understanding of the structure of City Government.
- Working knowledge of fund accounting and the difference between restricted and unrestricted funding sources and concepts used in government accounting.
- Applicable federal, California, and local laws, codes, and regulations.
- Ability to analyze accounting records and identify differences and discrepancies.
- Ability to enter items correctly and quickly.
- Ability to proof own work as well as work of others for errors.
- Knowledge of record keeping principles and procedures, including those pertaining to accounting such as backup to journal entries and accounting transactions.
- Ability to utilize software programs to pull up reports.
- Ability to maintain complex specialized records and prepare narrative and related reports.
- Understanding of basic tenants of accounting in order to recommend solutions.
- Skilled in managing multiple priorities and initiating, planning, and organizing projects.
- Ability to self-manage priorities and maintain project records.
- Extensive experience using Microsoft Excel, requiring the use of spreadsheets to assist in research and problem solving.
- Must possess comfort with learning new software systems and processes. Experience learning a specialized software program "on-the-job" is desirable.
- Knowledge and experience in Microsoft Word, Outlook and related office programs.
- Ability to communicate clearly, succinctly and effectively with others both orally and in writing.
- Ability to maintain effective working relationships in a small-office environment.
- Proven customer service skills—both with the general public and with "customers" within the organization.

## **TOOLS AND EQUIPMENT USED**

General office equipment, including but not limited to: computer, printer, telephone, fax machine, and copy machine. Computer software including but not limited to: financial and/or accounting software and word-processing, spreadsheets, website, and database programs.

## **PHYSICAL REQUIREMENTS OF JOB**

Position requires frequent repetitive motions including, but not limited to hand, wrist, and finger movements; daily walking, reaching, standing, talking, hearing, and seeing. Also requires frequent sitting with occasional lifting, carrying, pushing, and/or pulling up to 10 pounds.

## **WORKING CONDITIONS**

Job duties are generally performed in an indoor office setting with environmental controls. Work assignments may include limited evenings, weekends and holidays as needed.

The position incumbent works in a fast-paced office environment characterized by frequent deadlines, interruptions, and complex decision making processes. Work is performed with minimal direction and supervision. Work routinely requires independent judgment and most problems are difficult with precedent occasionally available. The incumbent must be capable of working effectively with coworkers and members of the public. Concentration and focus are required to complete complex, detail oriented tasks.



## COUNCIL AGENDA ITEM

NOVEMBER 20, 2018

**PREPARED BY:** Doug Dunford, City Manager

**SUBJECT:** Consider Ordinance to Amend Administrative Citation Ordinance

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### **BACKGROUND/DISCUSSION:**

The City's administrative citation procedures are set forth in Chapter 7, Title 2 of the Gustine Municipal Code. The procedures govern how the City imposes administrative fines for violations of the Municipal Code, including how citations are issued, when payment is due, and how an appeal hearing will proceed in the event a person contests a citation.

Government Code section 53069.4 authorizes the City to use the administrative citation procedure for continuing violations of building, plumbing, electrical, or other similar structural or zoning issues that do not create an immediate danger to health or safety, so long as the person responsible is provided a reasonable opportunity to correct the violation(s) prior to imposition of the fine. Effective January 1, 2019, Assembly Bill 2164 amends Government Code section 53069.4 to authorize cities to immediately impose a fine – without providing an opportunity to correct the violation(s) – if the violations are a result of, or to facilitate, illegal cultivation of cannabis.

The proposed ordinance updates the existing administrative citation procedures to clarify and address the process applicable to continuing violations of building, plumbing, electrical, or other similar structural or zoning issues. In particular, the ordinance will allow the City to immediately impose fines for violations that result from illegal cannabis cultivation in the City. Specifically, the ordinance will allow the City to use the administrative citation procedure in the following ways:

- If the violations do not create an immediate danger to health or safety, a "first offense warning" must be issued to allow the responsible person a reasonable opportunity to correct the violations. If the violations are not timely corrected, a fine may be issued in accordance with the rest of the procedures in Chapter 7.

- If the violations create an immediate danger to health or safety, the fine may be imposed immediately (no requirement to provide extra time to cure the violation).

- If the violations are a result of, or to facilitate, the illegal cultivation of cannabis, the fine may be imposed immediately, pursuant to Gov. Code section 53069.4 (no requirement to provide extra time to cure the violation, except in limited circumstances set forth in State law).

**FISCAL IMPACT:**

None at this point.

**RECOMMENDATION:**

Consider whether Council wishes to amend the administrative citation procedures as set forth above. If so, the recommendation is to introduce and waive the first reading of the attached Ordinance No. 2018-XX, which amends Sections 2-7-1 and 2-7-9 of the Gustine Municipal Code.

**ATTACHMENT:**

A) Draft ordinance

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUSTINE AMENDING SECTIONS 2-7-1 AND 2-7-9 OF THE GUSTINE MUNICIPAL CODE REGARDING ADMINISTRATIVE CITATIONS FOR CONTINUING VIOLATIONS**

WHEREAS, Government Code section 53069.4 authorizes the City Council to establish by ordinance the use of administrative fines for violations of the municipal code; and

WHEREAS, a person responsible for continuing violations of building, plumbing, electrical, or other similar structural or zoning issues that do not create an immediate danger to health or safety must be provided a reasonable period of time to correct the violations prior to the imposition of the fine; and

WHEREAS, Assembly Bill 2164, recently approved by the Governor and effective January 1, 2019, authorizes immediate imposition of fines and penalties if continuing violations of building, plumbing, electrical, or similar zoning requirements exist as a result of, or to facilitate, the illegal cultivation of cannabis; and

WHEREAS, the City's administrative citation procedure is set forth in Chapter 7 of the Gustine Municipal Code and governs the enforcement of the City's Code; and

WHEREAS, the City Council therefore desires to update its existing administrative citation procedure to clarify and address the process applicable to continuing violations of building and zoning violations, including violations caused by illegal cultivation of cannabis.

**THE CITY COUNCIL OF THE CITY OF GUSTINE DOES ORDAIN AS FOLLOWS:**

**Section 1.** Section 2-7-1 of the Gustine Municipal Code is hereby amended to read in full as set forth below (new language underlined and deletions shown by ~~strikethrough~~):

**Sec. 2-7-1. - Declaration of purpose.**

(a) The city council finds that the enforcement of this code, the zoning code and applicable state codes throughout the city is an important public service. Code enforcement is vital to the protection of the public's health, safety, and

quality of life. The council recognizes that enforcement starts with the drafting of precise regulations that can be effectively applied in administrative enforcement hearings and judicial proceedings. The council further finds that a comprehensive code enforcement system that uses a combination of administrative and judicial remedies is critical to gain compliance with code regulations. Failure to comply with enforcement actions may ultimately require the city attorney to file litigious action to gain compliance.

(b) The city council finds there is a need for an alternative method of enforcement for minor violations of this code and applicable state codes. The council further finds that an administrative citation program is an appropriate alternative method of enforcement for such minor violations.

(c) The procedures established in this chapter shall be in addition to criminal, civil, or any other legal remedy established by law, which may be pursued to address violations of this code or applicable state codes.

(d) The administrative citations process set forth in this title shall also apply to continuing violations of this Code or the Zoning Code that pertain to building, plumbing, electrical, or other similar structural or zoning issues as set forth in Section 2-7-9, subsections (b) and (c).

**Section 2.** Section 2-7-9 of the Gustine Municipal Code is hereby amended to read in full as set forth below (new language underlined and deletions shown by ~~strike through~~):

**Sec. 2-7-9. – Administrative citation specifications.**

(a) Fines for violations of the City Code or appropriate state code will be assessed through an administrative citation, issued by the enforcement official. The citation form shall be in a format approved by the city manager, and shall provide at a minimum:

(1) A header block, declaring the citation to be a city administrative citation.

(2) Each citation shall be individually numbered, and no number shall be duplicated on another citation.

(3) Each citation shall have an information block, providing for the following information to be entered upon issuance as appropriate:

a. Day, date, and time of issuance.

b. Report number.

c. Location of violation.

d. Name, D.O.B., ID#.

e. Height, weight, hair color, eye color, ethnicity/sex.

f. Address, phone.

g. Vehicle license #, year, model, month/year of reg., make, color, style.

h. Issuing officer's name and ID number.

(4) A violations block, designating which codes are being cited, identifying by code number, violation description, and fine amount. As pre-approved by the chief of police, a percentage of the codes enforced may be pre-designated on the citation, their application to an individual circumstance being indicated by a check box. The violations block shall also include adequate space to enter several non-pre-designated violations, along with the appropriate fine amounts.

(5) A fine summary block, in which the fines indicated in the violations block are totaled as to amount.

(6) A payment block, designating where fines shall be paid, within what time period, and what additional penalties may be assessed for failure to meet time

constraints. This block shall also include notice as to the appeal process, and shall designate not only the process by which to initiate an appeal, but time limitations therewith as follows, said statement being presented in all caps and boldface type, to wit, "NOTICE! FAILURE TO REQUEST AN APPEAL WITHIN TEN DAYS OF ISSUANCE OF THIS CITATION WILL BE CONSIDERED A WAIVER OF YOUR RIGHT TO APPEAL."

(7) A service block, indicating by check box if the citation was posted at the scene, personally served, or mailed. Notices that are designated as 'served' shall be deemed to have been served by issuing officer.

(8) Citations shall be published as three-part carbon forms, with the top two forms being forwarded upon completion to the chief of police for enforcement administration, and the bottom copy to be served to the offender in a manner prescribed in this title.

(b) Notwithstanding any other provision of this Chapter, fines for violations pertaining to building, plumbing, electrical, or other similar structural or zoning issues that do not create an immediate danger to health or safety may be imposed as administrative citations, as follows:

(1) Whenever the enforcement official determines that a violation has occurred, the enforcement official shall issue a first offense warning as a prerequisite to issuance of a first administrative citation. The first offense warning shall, in addition to the requirements set forth in subsection (a) above, identify how the violation(s) can be corrected and provide a date by which the violation(s) must be corrected. The stated period of time to correct the violation must be reasonable and appropriate to the violation as determined by the enforcement official, but in no event less than seven (7) days. A first offense warning shall not be required for

violations posing an immediate danger to the public health or safety.

(2) Any person receiving a first offense warning for a continuing violation may file a written petition with the city clerk for consideration by the city manager for an extension of time to correct the identified violation(s). The written petition must be received before expiration of the correction period set forth in the warning. The city manager may grant an extension of time if the request is timely received and there is sufficient evidence to support the need for additional time to reasonably correct the violation(s).

(3) If a violation is not corrected in the time specified in a first offense warning or applicable extension, the enforcement official may issue an administrative citation in accordance with the procedures in this Chapter.

(c) A first offense warning shall not be required, and an administrative citation may be immediately imposed, if the violation of building, plumbing, electrical, or other similar structural, health and safety, or zoning requirements exist as a result of, or to facilitate, the illegal cultivation of cannabis. However, a reasonable period of time for correction or remedy of the violation shall be provided if all of the following are true:

(1) A tenant is in possession of the property that is the subject of the administrative citation;

(2) The rental property owner or agent can provide evidence that the rental or lease agreement prohibits the cultivation of cannabis; and

(3) The rental property owner or agent did not know the tenant was illegally cultivating cannabis and no complaint, property inspection, or other information caused the rental property owner or agent to have actual notice of the illegal cannabis cultivation.

**Section 3.** This Ordinance shall take effect thirty (30) days after its adoption.

**Section 4.** The City Clerk shall publish this Ordinance as required by law.

**Section 5.** If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

**APPROVED AND ADOPTED** this \_\_\_ day of December 2018, by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Mel Oliveira, Mayor

**ATTEST:**

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Melanie Correa, Deputy City Clerk