



LEMOORE CITY COUNCIL  
COUNCIL CHAMBER  
429 C STREET  
April 17, 2018

## **AGENDA**

***Please silence all electronic devices as a courtesy to those in attendance. Thank you.***

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### **PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda. Prior to addressing the Council, any handouts for Council will be provided to the City Clerk for distribution to the Council and appropriate staff.

### **7:30 pm REGULAR SESSION**

- a. CALL TO ORDER
- b. PLEDGE OF ALLEGIANCE
- c. INVOCATION
- d. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS

### **PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda. Prior to addressing the Council, any handouts for Council will be provided to the City Clerk for distribution to the Council and appropriate staff.

### **CEREMONIAL / PRESENTATION – Section 1**

No Ceremonial / Presentation

### **DEPARTMENT AND CITY MANAGER REPORTS – Section 2**

#### **2-1 Department & City Manager Reports**

### **CONSENT CALENDAR – Section 3**

Items considered routine in nature are placed on the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Council member or member of the public requests individual consideration.

- 3-1 Approval – Minutes – Regular Meeting – April 3, 2018
- 3-2 Approval – Minutes – Special Meeting – April 10, 2018
- 3-3 Approval – Senate Bill 1 Road Maintenance and Rehabilitation Account Project List for Fiscal Year 2018/2019 – Resolution 2018-15

- 3-4 Approval – Resolution 2018-16 to change Daphne Street to Daphne Lane within Tract 921
- 3-5 Approval – Removal of Downtown Merchants Advisory (DMA) Committee Member
- 3-6 Approval – Website Development Contract – Change Order No 1 in the amount of \$1,880
- 3-7 Approval – Lemoore City Council Rules of Procedure – Resolution 2018-17

#### PUBLIC HEARINGS – Section 4

Report, discussion and/or other Council action will be taken.

No Public Hearings

#### NEW BUSINESS – Section 5

Report, discussion and/or other Council action will be taken.

- 5-1 Discussion regarding Council Member Conduct (Olson)

#### CITY COUNCIL REPORTS AND REQUESTS – Section 6

- 6-1 City Council Reports / Requests

#### ADJOURNMENT

#### Upcoming Council Meetings

- City Council Regular Meeting, Tuesday, May 1, 2018
- City Council Regular Meeting, Tuesday, May 15, 2018

Agendas for all City Council meetings are posted at least 72 hours prior to the meeting at the City Hall, 119 Fox St., Written communications from the public for the agenda must be received by the City Clerk's Office no less than seven (7) days prior to the meeting date. The City of Lemoore complies with the Americans with Disabilities Act (ADA of 1990). The Council Chamber is accessible to the physically disabled. Should you need special assistance, please call (559) 924-6705, at least 4 business days prior to the meeting.

#### PUBLIC NOTIFICATION

I, Mary J. Venegas, City Clerk for the City of Lemoore, declare under penalty of perjury that I posted the above City Council Agenda for the meeting of April 17, 2018 at City Hall, 119 Fox Street, Lemoore, CA on April 13 2018.

//s//

Mary J. Venegas, City Clerk

**April 3, 2018 Minutes  
Study Session  
City Council Meeting**

**CALL TO ORDER:**

*At 5:30 p.m., the meeting was called to order.*

ROLL CALL: Mayor: MADRIGAL  
Mayor Pro Tem: NEAL  
Council Members: BLAIR, BROWN, CHEDESTER

City Staff and contract employees present: City Manager Olson; Assistant City Manager Speer; City Attorney Van Bindsbergen; Public Works Director Rivera; Police Chief Smith; Finance Director Corder; Parks and Recreation Director Glick; City Clerk Venegas.

**PUBLIC COMMENT**

*There was no Public Comment.*

**5:30 pm STUDY SESSION**

**SS-1 Lemoore Police Department Annual Report**

*Police Chief Smith thanked Executive Assistant Valerie Cazares for her amazing design skills at putting the LPD Annual Report together.*

*Police Chief Smith presented the 2017 Lemoore Police Department Annual Report and highlighted statistics throughout the year.*

*Adjourned at 6:16 p.m. for a short technical break to address speaker issue.  
Re-adjourned at 6:24 p.m.*

*Information only.*

**SS-2 Mobile Food Vendors**

*Community Development Director Holwell provided history on Mobile Food Vendors. Permanent food vendors came forward to disagree about food trucks as they are not paying same fees as permanent structures. Food trucks are allowed at events. Temporary use permit required. To have a truck without an event is not allowed. It is required to be within 200 feet of a business that allows use of restrooms. Semi-permanent at a location requires a permit.*

*Consensus by Councils was received to make no changes to current practices.*

**SS-3 Quarterly Financial Report for Quarter Ending December 31, 2017**

*Finance Director Corder presented the following regarding the Second Quarter Financial Report for Fiscal Year 2017-18:*

- *Performance Measures*
  - *Budget vs Actual*
  - *Actual vs Actual*
- *Budget vs Actual*
  - *General Fund expenditures at end of second quarter of 2018 are approximately 46% of budget*
  - *General fund revenues at end of second quarter of 2017 were approximately 15% of budget*
- *Second Quarter Summary*
  - *Expenditures - \$5,236,762*
  - *Revenues - \$3,902,875*

*Information only.*

*At 7:12 p.m., Council adjourned to Closed Session.*

#### CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation  
Government code Section 54956.9  
Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9  
One Case
2. Threat to Public Services  
Government Code Section 54957  
Consultation with City Attorney

#### ADJOURNMENT

*At 7:32 p.m., Council adjourned.*

### **April 3, 2018 Minutes Lemoore City Council Regular City Council Meeting**

#### **CALL TO ORDER:**

*At 7:35 p.m., the meeting was called to order.*

#### **ROLL CALL: Mayor:**

**MADRIGAL**

**Mayor Pro Tem:**

**NEAL**

**Council Members:**

**BLAIR, BROWN, CHEDESTER**

City Staff and contract employees present: City Manager Olson; Assistant City Manager Speer; City Attorney Van Bindsbergen; Public Works Director Rivera; Community Development Director Holwell; Police Chief Smith; Finance Director Corder; Parks and Recreation Director Glick; City Clerk Venegas; Management Analyst Beyersdorf; Quad Knopf Engineer Joyner.

## CLOSED SESSION REPORT OUT

*There was nothing to report out.*

### PUBLIC COMMENT

*Amy Ward, Chamber of Commerce CEO, stated she was invited to the Lincoln Military Housing expo. Mayor Madrigal and Assistant City Manager Speer attended as well. It was more successful than expected. Very pleased on feedback. The Annual Pizza Festival is Friday, April 13, 2018 from 5pm-10pm and Saturday, April 14, 2018 from 10am-10pm. There will be pizza and vendors. If interested in being a judge, please contact the Chamber. Mayor Madrigal thanked Ms. Ward for what she does and to keep doing what she is doing.*

*Todd Holishine with the American Legion inquired about the mural that will be placed on the Vet's hall wall. He requested information. Lynda Lahodny stated the mural would be placed on the wall of the Pad Thai building. Owners are supportive. The overall theme is the major ethnic and nationality groups that populate the City of Lemoore. The goal is to have all groups represented. Ms. Lahodny will attend a meeting of the American Legion to provide additional information.*

*Michael Day received the ballot regarding landscape. He asked who else is receiving as well as some insight on the timing of the public hearing.*

### CEREMONIAL / PRESENTATION – Section 1

*There were no Ceremonial / Presentations.*

### DEPARTMENT AND CITY MANAGER REPORTS – Section 2

#### 2-1 Department & City Manager Reports

*Public Works Director Rivera provided a flyer with the meeting dates and times for the public meetings for the LLMD zones. Thank you to Management Analyst Beyersdorf for the great flyer. The TTHM pilot program was approved by the state and the city will be moving forward.*

*Parks and Recreation Director Glick had a meeting with the Youth Sports Foundation on Thursday, March 22, 2018. The Foundation voted to return the sports facility over to the city. A ceremony will be held to hand the keys over to the mayor. User agreements for soccer and softball will be prepared. Met with Kings County Commission on Aging regarding meal program and the meetings are going well.*

*City Manager Olson will host a Community Roundtable at 6pm at the CMC. Should more than two Council members attend, it could be a Brown Act violation. Council Member Blair asked if different locations were considered and they have not. Congratulations to Frank Rivera on his appointment as the Public Works Director.*

### CONSENT CALENDAR – Section 3

- 3-1 Approval – Minutes – Regular Meeting – March 20, 2018
- 3-2 Approval – Second Reading – Adding Title 10 to the City's Municipal Code Relating to the Issuance of Enterprise Revenue Bonds – Ordinance 2018-02
- 3-3 Approval – Amendment to Agreement between the City of Lemoore and West Hills College for Campus Police Officer

- 3-4 Approval – Summarily Vacating a Right-of-Way along the South Side of the Southern Pacific Railroad from Production Avenue to Semas Avenue and from Semas Avenue to Belle Haven Drive – Resolution 2018-06
- 3-5 Approval – Fee Agreement with Larry F. Peake, Esq. regarding representation in the matter of Griswold, LaSalle, Cobb, Dowd & Gin vs. City of Lemoore

*Mayor Madrigal pulled Item 3-4 for separate consideration.*

*Motion by Council Member Chedester, seconded by Council Member Neal, to approve the Consent Calendar including Item 3-5 but excluding Item 3-4.*

*Ayes: Chedester, Neal, Brown, Blair, Madrigal*

- 3-4 Approval – Summarily Vacating a Right-of-Way along the South Side of the Southern Pacific Railroad from Production Avenue to Semas Avenue and from Semas Avenue to Belle Haven Drive – Resolution 2018-06

*Motion by Council Member Brown, seconded by Council Member Neal, to approve Item 3-4 as corrected.*

*Ayes: Brown, Neal, Chedester, Blair, Madrigal*

#### PUBLIC HEARINGS – Section 4

*There were no Public Hearings.*

#### NEW BUSINESS – Section 5

- 5-1 Budget Amendment – New Sewer Capital Improvement Project (CIP) – Sanitary Sewer Lift Station 9A

*Motion by Council Member Chedester, seconded by Council Member Neal, to approve a budget amendment of \$760,000 for a new Capital Improvement Project (CIP) to fund the construction of a new Lift Station 9A Facility.*

*Ayes: Chedester, Neal, Brown, Blair, Madrigal*

#### CITY COUNCIL REPORTS AND REQUESTS – Section 6

- 6-1 City Council Reports / Requests

*Council Member Blair does not appreciate not being recognized on her motion of the previous item. Meeting scheduled with member of community regarding issues at Senior Center. Traveled to Sacramento briefly. State Treasurer will be traveling to Dinuba and looking forward to that event. Talking to students at West Hills College on how council operates.*

*Council Member Brown thanked staff for all their hard word. Talked to Veteran's organization in Lemoore. Seeking consensus by Council to change City Park to Veteran's Memorial Park. Consensus by Council received.*

*Council Member Chedester thanked all staff and would see everyone out at the Pizza Festival.*

*Mayor Pro Tem Neal stated Council has been doing a marvelous job. Council and staff are working hand and hand.*

*Mayor Madrigal thanked all staff. Invited to speak at a Lions Club event. The opportunity to bring people together and talk about different partnerships. Thankful to be able to attend. The Lions Club District Meeting is April 28, 2018.*

ADJOURNMENT

*At 8:17 p.m., the meeting adjourned.*

*Approved the 17<sup>th</sup> day of April 2018.*

ATTEST:

APPROVED:

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Marisa Lourenco  
Deputy City Clerk

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Ray Madrigal  
Mayor

**April 10, 2018 Minutes  
Lemoore City Council  
Special City Council Meeting**

CALL TO ORDER:

*At 5:30 p.m., the meeting was called to order.*

ROLL CALL: Mayor: MADRIGAL  
Mayor Pro Tem: NEAL  
Council Members: BLAIR, BROWN, CHEDESTER

City Staff and contract employees present: City Manager Olson; Assistant City Manager Speer; City Attorney Van Bindsberge; Public Works Director Rivera; Community Development Director Holwell; Police Chief Smith; Parks and Recreation Director Glick; Finance Director Corder; City Clerk Venegas.

PUBLIC COMMENT

*There was no public comment.*

STUDY SESSION – Section 1

SS-1 Lemoore City Council Rules of Procedure (Olson)

*City Clerk Venegas presented the Rules of Procedure. Corrections were made as recommended at the previous City Council meeting for clarification such as “change member to council member” throughout. Formatting will be addressed in the final draft once all edits are accepted.*

*Consensus by Council was received on each page there was an addition or correction.*

Spoke:

*Tom Reed  
Chelsea Shannon  
Police Chief Darrell Smith  
Dr. Gayle Cromes, President of NAACP  
Crystal Jackson, NAACP representative  
Connie Wlaschin*

*Council Member Brown stated Council Member Blair’s implied threats to Lemoore Police Department regarding a recent traffic stop, inappropriate facebook posts and negative comments concerning the senior age of participants during council meeting and community meetings could create an unneeded risk to the city. Council Member Brown asked to place council member conduct on the next agenda. Consensus was received to place the item on the next agenda.*

*Council Member Chedester stated please be careful of what post on social media, whether personal or not.*

*Mayor Madrigal believes council is held to a higher standard.*



*Council Member Neal agrees with the Mayor. He posts positive council items on social media.  
Elected officials have a higher standard.*

ADJOURNMENT

*At 7:25 p.m., Council adjourned.*

*Approved the 17<sup>th</sup> day of April 2018.*

ATTEST:

APPROVED:

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Marisa Lourenco  
Deputy City Clerk

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Ray Madrigal  
Mayor



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## Staff Report

**Item No: 3-3**

**To: Lemoore City Council**

**From: Frank Rivera, Public Works Director**

**Date: April 4, 2018 Meeting Date: April 17, 2018**

**Subject: Senate Bill 1 (SB1) Road Maintenance and Rehabilitation Account Project List for Fiscal Year 2018/2019– Resolution 2018-15**

### **Strategic Initiative:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Safe & Vibrant Community | <input type="checkbox"/> Growing & Dynamic Economy |
| <input type="checkbox"/> Fiscally Sound Government           | <input type="checkbox"/> Operational Excellence    |
| <input type="checkbox"/> Community & Neighborhood Livability | <input type="checkbox"/> Not Applicable            |

### **Proposed Motion:**

Approve Resolution 2018-15, listing all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1.

### **Subject/Discussion:**

On April 28, 2017, the Governor signed Senate Bill 1, the Road Repair and Accountability Act of 2017. SB 1 increases per gallon fuel excise taxes, diesel fuel sales taxes and vehicle registration fees with inflationary adjustments to tax rates in future years for the purpose of addressing basic road maintenance, rehabilitation and roadway safety needs.

Effective November 2017, the State Controller deposited various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). A percentage of this new RMRA funding is apportioned by formula to eligible cities and counties.

SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, in order to be eligible for RMRA funding, statute requires cities and counties to provide basic annual RMRA project reporting to the California Transportation Commission (CTC). Per the program's requirements, jurisdictions are required to submit to the CTC by May 1, 2018, a resolution documenting

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the City Council's approval of a project list with locations, schedule, and estimated useful life of the project before they can receive RMRA funds.

QK, the City Engineer, used their pavement management program to advise the City of the roads in greatest need of rehabilitation. The proposed project list is ranked by priority, though the RMRA program does not require that the projects be completed in any specific order. The list is not all inclusive of the City's cost needs but is used as a basis to establish a project list and will be updated annually to meet the need of the City.

Project Description	Project Location	Estimated Useful Life	Anticipated Year of Construction
Cinnamon Dr: 19 1/2 Ave to Holly Ave	Cinnamon Drive from 19 1/2 Avenue to Holly Avenue	8-10 Years	2018/2019
19 1/2 Ave: Castle to Cinnamon	19 1/2 Avenue from Castle Way to Cinnamon Drive	8-10 Years	2018/2019
Hanford-Armona Rd: Hwy 41 to Fox	Hanford-Armona Road from Hwy 41 to Fox Street	8-10 Years	2019/2020
Hanford-Armona Rd: Belinda to Canal	Hanford-Armona Road from Belinda Drive to the Canal	8-10 Years	2019/2020
Silverado Dr: 19 1/2 to 19th	Silverado Drive from 19 1/2 Avenue to 19th Avenue	8-10 Years	2019/2020
19 1/2 Ave: Silverado to Bush	19 1/2 Avenue from Silverado Drive to Bush Avenue	8-10 Years	2019/2020
Cedar Lane: 19th to Vine	Cedar Lane from 19th Avenue to Vine Street	8-10 Years	2020/2021
Cinnamon Dr: Balboa to Hanford-Armona	Cinnamon Drive from Balboa to Hanford-Armona Road	8-10 Years	2020/2021

**Financial Consideration(s):**

The City has received \$16,509.55 of the \$150,387 anticipated for Fiscal Year 2017-2018 and will receive approximately \$437,885 for Fiscal Year 2018-2019. Construction will begin once the City has accumulated enough funds for a project.

**Alternatives or Pros/Cons:**

City Council could choose to modify the proposed project list.

**Commission/Board Recommendation:**

Not applicable.

**Staff Recommendation:**

Staff recommends City Council adopt Resolution 2018-15, approving the Fiscal Year 2018-2019 SB 1 Project List.

**Attachments:**

- ☒ Resolution: 2018-15
  - ☐ Ordinance:
  - ☐ Map
  - ☐ Contract
  - ☐ Other
- List:

**Review:**

- ☒ Asst. City Manager
- ☒ City Attorney
- ☒ City Clerk
- ☒ City Manger
- ☒ Finance

**Date:**

04/12/18  
04/13/18  
04/13/18  
04/13/18  
04/13/18

**RESOLUTION NO. 2018-15**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2018-19 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City, will receive an estimated \$437,885 in RMRA funding in Fiscal Year 2018-19 from SB 1; and

**WHEREAS**, this is the second year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1 ; and

**WHEREAS**, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City maintain and rehabilitate streets throughout the City this year and similar projects into the future; and

**WHEREAS**, this revenue will help us increase the overall quality of our road system; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Lemoore, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of projects is planned to be funded with Road Maintenance and Rehabilitation Account revenues:

<b>Project Description</b>	<b>Project Location</b>	<b>Estimated Useful Life</b>	<b>Anticipated Year of Construction</b>
Cinnamon Dr: 19 1/2 Ave to Holly Ave	Cinnamon Drive from 19 1/2 Avenue to Holly Avenue	8-10 Years	2018/2019
19 1/2 Ave: Castle to Cinnamon	19 1/2 Avenue from Castle Way to Cinnamon Drive	8-10 Years	2018/2019
Hanford-Armona Rd: Hwy 41 to Fox	Hanford-Armona Road from Hwy 41 to Fox Street	8-10 Years	2019/2020
Hanford-Armona Rd: Belinda to Canal	Hanford-Armona Road from Belinda Drive to the Canal	8-10 Years	2019/2020
Silverado Dr: 19 1/2 to 19th	Silverado Drive from 19 1/2 Avenue to 19th Avenue	8-10 Years	2019/2020
19 1/2 Ave: Silverado to Bush	19 1/2 Avenue from Silverado Drive to Bush Avenue	8-10 Years	2019/2020
Cedar Lane: 19th to Vine	Cedar Lane from 19th Avenue to Vine Street	8-10 Years	2020/2021
Cinnamon Dr: Balboa to Hanford-Armona	Cinnamon Drive from Balboa to Hanford-Armona Road	8-10 Years	2020/2021

**PASSED AND ADOPTED** by the City Council of the City of Lemoore at a regular meeting held on the 17<sup>th</sup> day of April 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

ATTEST:

APPROVED:

\_\_\_\_\_  
Marisa Lourenco, Deputy City Clerk

\_\_\_\_\_  
Ray Madrigal, Mayor



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## Staff Report

**Item No: 3-4**

**To: Lemoore City Council**

**From: Judy Holwell, Community Development Director**

**Steve Brandt, City Planner**

**Date: April 10, 2018**

**Meeting Date: April 17, 2018**

**Subject: Resolution 2018-16 to Change Daphne Street to Daphne Lane within Tract 921**

**Strategic Initiative:**

- |  |  |
|--|--|
| <input type="checkbox"/> Safe & Vibrant Community            | <input type="checkbox"/> Growing & Dynamic Economy |
| <input type="checkbox"/> Fiscally Sound Government           | <input type="checkbox"/> Operational Excellence    |
| <input type="checkbox"/> Community & Neighborhood Livability | <input checked="" type="checkbox"/> Not Applicable |

**Proposed Motion:**

Approve Resolution No. 2018-16, approving the name change from Daphne Street to Daphne Lane within Tract 921.

**Subject/Discussion:**

Tract 921 was recently recorded to create 64 single-family residential lots. When the map was recorded, it mistakenly showed Daphne Lane as Daphne Street. Because the street is called Daphne Lane north of the railroad track, and the General Plan calls for a crossing that will connect the two streets, this resolution will formally correct the street name to make the two names consistent. California Streets and Highways Code Section 5026 allows the City Council to change street names. There are currently no homes constructed along this section of the roadway, so no public notifications are needed. Daphne Lane runs north/south from the intersection of D Street and Bush Street.

City staff will submit the adopted resolution to the County Surveyor, who will make a note in the official County survey records and then forward to the County Recorder for public recording.

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**Financial Consideration(s):**

N/A

**Alternatives or Pros/Cons:**

N/A

**Commission/Board Recommendation:**

None.

**Staff Recommendation:**

Staff recommends that the City Council approve Resolution No. 2018-16, approving the name change from Daphne Street to Daphne Lane within Tract 921.

**Attachments:**

- ☒ Resolution: 2018-16
- ☐ Ordinance:
- ☐ Map
- ☐ Contract
- ☐ Other
- List:

**Review:**

- ☒ Asst. City Manager
- ☒ City Attorney
- ☒ City Clerk
- ☒ City Manger
- ☒ Finance

**Date:**

- 04/12/18
- 04/13/18
- 04/13/18
- 04/13/18
- 04/13/18



RECORDING REQUESTED BY:  
City Clerk  
City of Lemoore  
711 W. Cinnamon Drive  
Lemoore, CA 93245

Per Government Code 6103 – No Fee

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**RESOLUTION NO. 2018 – 16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
TO CHANGE DAPHNE STREET TO DAPHNE LANE WITHIN TRACT 921  
RECORDED IN VOLUME 26 OF LICENSED SURVEYOR’S PLATS, AT PAGE 10**

**WHEREAS**, the Final Subdivision Tract 921 of the Brisbane East subdivision has been recorded with the Kings County Recorder, in Volume 26 of Licensed Surveyor’s Plats, at Page 10; and

**WHEREAS**, the street name Daphne “Street” was incorrectly applied and recorded; and

**WHEREAS**, the new street should be corrected to Daphne “Lane” to reduce confusion for emergency services; and

**WHEREAS**, the California Streets and Highways Code Section 5026 allows City Council to change street names; and

**WHEREAS**, there is no requirement to hold a public hearing or provide notices, and because final occupancies have not been given, a public hearing is not being held.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Lemoore does hereby change the street name of Daphne Street to Daphne Lane for Tract 921.

**PASSED and ADOPTED** at a Regular Meeting of the City Council of the City of Lemoore held on the 17<sup>th</sup> day of April 2018 by the following votes:

AYES:

NOES:

ABSTAINING:

ABSENT:

ATTEST:

APPROVED:

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Marisa Lourenco, Deputy City Clerk

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Ray Madrigal, Mayor



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## Staff Report

**Item No: 3-5**

**To: Lemoore City Council**

**From: Michelle Speer, Assistant City Manager**

**Date: April 10, 2018 Meeting Date: April 17, 2018**

**Subject: Removal of Downtown Merchants Advisory (DMA) Committee Member**

**Strategic Initiative:**

- |   |  |
|---|--|
| <input type="checkbox"/> Safe & Vibrant Community                       | <input type="checkbox"/> Growing & Dynamic Economy         |
| <input type="checkbox"/> Fiscally Sound Government                      | <input checked="" type="checkbox"/> Operational Excellence |
| <input checked="" type="checkbox"/> Community & Neighborhood Livability | <input type="checkbox"/> Not Applicable                    |

**Proposed Motion:**

Approve the removal of Marlo Toralez from the Downtown Merchants Advisory Committee, and authorize the City Clerk to advertise the vacancy and call for volunteers for the DMA for a period of thirty (30) days.

**Subject/Discussion:**

City Council approved the appointment of Marlo Toralez to the Downtown Merchants Advisory Committee on June 6, 2017. Since her appointment to the DMA Ms. Toralez has not attended any of the DMA meetings, nor responded to any written communication from City Staff related to her appointment. To date, Ms. Toralez has not been sworn in, and attempts to contact her via phone and email have gone unanswered.

At this time, City Staff recommends that Ms. Toralez be removed from the Downtown Merchants Advisory Committee by City Council in accordance with City Ordinance 3-2-5. City Staff also requests that the City Council approve the recruitment of a new DMA member, and authorize the City Clerk to post the vacancy and call for volunteers for a period of thirty (30) days.

**Financial Consideration(s):**

Not applicable.

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**Alternatives or Pros/Cons:**

The City Council could choose to allow Ms. Toralez to remain on the committee until the end of her term, December 31, 2019.

**Commission/Board Recommendation:**

This item has not been addressed with the Downtown Merchants Advisory Committee, as the next regularly scheduled meeting is May 10, 2018.

**Staff Recommendation:**

Staff recommends City Council approve the removal of Marlo Toralez from the Downtown Merchants Advisory Committee, and authorize the City Clerk to advertise the vacancy and call for volunteers for a period of thirty (30) days.

**Attachments:**

- ☐ Resolution:
- ☐ Ordinance:
- ☐ Map
- ☐ Contract
- ☐ Other
- List:

**Review:**

- ☒ Asst. City Manager
- ☒ City Attorney
- ☒ City Clerk
- ☒ City Manger
- ☒ Finance

**Date:**

- 04/11/18
- 04/13/18
- 04/13/18
- 04/13/18
- 04/13/18



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## Staff Report

**Item No: 3-6**

**To: Lemoore City Council**

**From: Michelle Speer, Assistant City Manager**

**Date: April 11, 2018 Meeting Date: April 17, 2018**

**Subject: Website Development Contract – Change Order No. 1 in the amount of \$1,880**

**Strategic Initiative:**

- |   |  |
|---|--|
| <input type="checkbox"/> Safe & Vibrant Community             | <input type="checkbox"/> Growing & Dynamic Economy |
| <input checked="" type="checkbox"/> Fiscally Sound Government | <input type="checkbox"/> Operational Excellence    |
| <input type="checkbox"/> Community & Neighborhood Livability  | <input type="checkbox"/> Not Applicable            |

**Proposed Motion:**

Approve a change order for the website development contract, and authorize the Finance Director to approve the increased purchase order amount.

**Subject/Discussion:**

On October 3, 2017, City Council approved an agreement with Fortune Five Marketing for the development of a new City website. The original cost of the contract was \$9,970. Fortune Five Marketing has submitted a change order for \$1,880, to account for work associated with integrating social media platforms, integrated calendars, content creation including uploading of photos for individual pages, and increased/improved functionality, load speed and content transfer.

Throughout the process, Fortune Five Marketing has been working with City staff to ensure relevant, existing information is migrated to the new website. In doing so, they had to comb through over 14,000 files, links, documents, etc., which was more than originally anticipated. The time taken to evaluate the relevance of the files and to transfer to content was in excess of the original contract.

**Financial Consideration(s):**

The change order is an increase to the original project budget of \$1,880. The City Manager Professional Services Contract budget (4213-4310) has sufficient funds to cover the cost of the change order without requiring a budget amendment, or use of general fund reserves.

**Alternatives or Pros/Cons:****Pros:**

- Compensates the consultant for work performed in the development of the new website
- Increases the functionality of the website
- Provides integration with City of Lemoore social media platforms

**Cons**

- None noted

**Commission/Board Recommendation:**

Not applicable.

**Staff Recommendation:**

Staff recommends approval of the change order from Fortune Five Marketing for work associated with development of the new City website.

**Attachments:**

- ☐ Resolution:
- ☐ Ordinance:
- ☐ Map
- ☐ Contract
- ☒ Other  
List: Change Order

**Review:**

- ☒ Asst. City Manager
- ☒ City Attorney
- ☒ City Clerk
- ☒ City Manger
- ☒ Finance

**Date:**

- 04/11/18
- 04/13/18
- 04/13/18
- 04/13/18
- 04/13/18



Date: 3/9/2018

JOB Additional work to complete website

TO

Nathan Olson  
City of Lemoore  
711 W. Cinnamon Dr.  
Lemoore Ca 93245

Quantity	Description	Unit Price	Line Total
	Revision of the menu, database of files/templates, and pages to improve functionality, load speed, and reduce size of the website for transfer and to prevent additional hosting costs.	997.00	997.00
	Integrated Lemoore social media content with plugins to utilize the tools built to match boston.gov	500.00	500.00
	Content creation including updated photos for pages.	383.00	383.00
Subtotal			
Sales Tax			
Total			1880.00

Make all checks payable to Fortune Five Marketing  
With any questions please call Allen at 559-905-3005.  
Thank you for your business!



711 West Cinnamon Drive • Lemoore, California 93245 • (559) 924-6700 • Fax (559) 924-9003

## Staff Report

**Item No: 3-7**

**To: Lemoore City Council**

**From: Nathan Olson, City Manager**

**Date: April 11, 2018**

**Meeting Date: April 17, 2018**

**Subject: Lemoore City Council Rules of Procedure – Resolution 2018-17**

**Strategic Initiative:**

- |  |  |
|--|--|
| <input type="checkbox"/> Safe & Vibrant Community            | <input type="checkbox"/> Growing & Dynamic Economy         |
| <input type="checkbox"/> Fiscally Sound Government           | <input checked="" type="checkbox"/> Operational Excellence |
| <input type="checkbox"/> Community & Neighborhood Livability | <input type="checkbox"/> Not Applicable                    |

**Proposed Motion:**

Approve Resolution 2018-17, adopting the Lemoore City Council Rules of Procedure.

**Subject/Discussion:**

The Lemoore City Council directed staff to prepare a document that would provide clear direction to the mayor, council, staff and the public in the procedures of the City's legislative bodies.

A draft document was presented to City Council on March 20, 2018 and corrections/additions were done as requested. A study session was held on April 10, 2018 to present the second draft document. The third redlined version is attached as well as the final document.

**Financial Consideration(s):**

None.

**Alternatives or Pros/Cons:**

**Pros:**

- Provides clear direction to the mayor, council, staff and the public in the procedures of the City's legislative bodies.

**Cons:**

- None.

**Commission/Board Recommendation:**

None.

**Staff Recommendation:**

Approve Resolution 2018-17 adopting the Lemoore City Council Rules of Procedure which is effective immediately.

**Attachments:**

☒ Resolution: 2018-17

☐ Ordinance:

☐ Map

☐ Contract

☒ Other

List: Redlined Council Rules of Procedure  
Council Rules of Procedure

**Review:**

☒ Asst. City Manager

☒ City Attorney

☒ City Clerk

☒ City Manager

☒ Finance

**Date:**

04/12/18

04/13/18

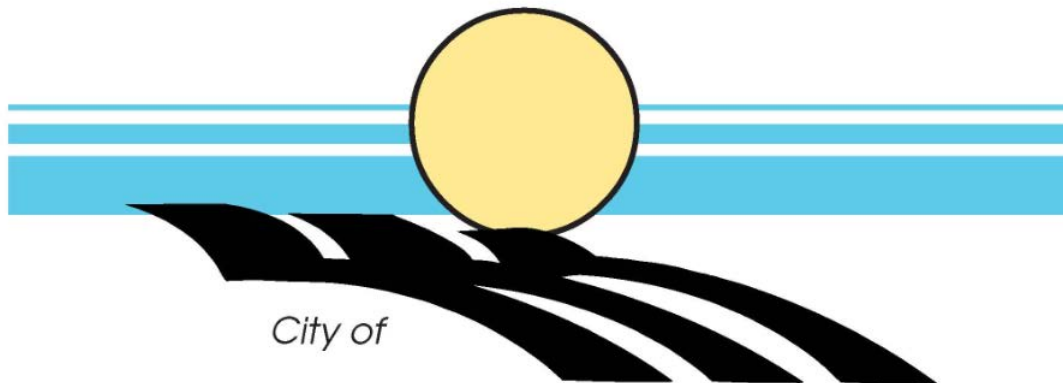
04/13/18

04/19/18

04/13/18



**DRAFT v3**



**LEMOORE**  
CALIFORNIA

## Lemoore City Council Rules of Procedure

Adopted on April 17, 2018

**Resolution No. 2018-XX**

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# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

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# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

## CHAPTER 1 – AUTHORITY/ADMINISTRATION

### A. General Authorities and Applicability

1. The Charter of the City of Lemoore provides that the city council shall determine its own rules and order of business.<sup>1</sup> When not in conflict with the Charter of the City of Lemoore, or the Constitution or laws of the State of California, including the Ralph M. Brown Act,<sup>2</sup> these City Council Rules of Procedure (“Rules”) shall be in effect upon adoption by resolution of the council.
2. Until such time as they are amended or new rules are adopted by resolution, these Rules shall govern the order and conduct of business of the council and other legislative bodies that meet concurrently with the council, as well as various council committees, and council-established boards and commissions (collectively, “legislative bodies”). Those council-established boards, commissions, and committees that are required by law to adopt rules of procedure shall adopt rules that are consistent with these Rules to the extent possible.

### B. General Administration

1. The council shall review and revise these Rules at least annually, or as needed.
2. During council discussions, deliberations, and proceedings, the mayor has the primary responsibility to ensure that council members, staff, and the public adhere to these Rules.
3. Any council member who thinks the Rules are being violated may make a “point of order” to [the Mayor or Mayor Pro Tem](#) to enforce the Rules.

### C. Amendment

Any rule may be adopted, altered, amended, or repealed by resolution at any time by a majority vote of the council, provided that at least a one-week notice of such proposed rule change is given to the council members.

### D. Suspension

Any rule may be temporarily suspended by a two-thirds vote of all council members present, being not less than four votes of the council.

### E. Rosenberg’s Rules of Order

To the extent these Rules do not address an issue of parliamentary procedure for legislative body meetings, *Rosenberg’s Rules of Order: Simple Parliamentary Procedures for the 21<sup>st</sup> Century* shall apply.

**CHAPTER 2 – DUTIES**

**A. Duties of Council Members and Staff**

1. Council members and city staff shall conduct the business of the City of Lemoore:
  - a. recognizing that stewardship of the public interest is of primary concern;
  - b. working for the common good of the people of Lemoore; and
  - c. assuring fair and equal treatment of all persons, claims, and transactions coming before the council, council committees, and council-established boards, commissions, and committees (legislative bodies).

**B. Duties of Mayor and Mayor Pro Tem**

1. The mayor shall be elected every two years from among the council members by a majority vote at the council's first meeting in January.
2. The mayor is:
  - d. the presiding officer of the city and of all meetings of the council;
  - e. the official head of the city for performance of duties lawfully delegated to the mayor by the charter;
  - f. referred to as "chair" or "chairperson" when acting as presiding officer of legislative body meetings other than the council;
  - g. considered a member of the council;
  - h. entitled to make and second motions on matters before the council and vote on actions, but shall possess no veto power over actions of the council;
  - i. the primary, but not the only, person responsible for interpreting the policies, programs, and needs of city government to the people; and for informing the people of any major change in policies or programs; and
  - j. empowered, but not exclusively empowered, to make recommendations to the council on all policies and programs that require council decisions; and to perform such other duties as prescribed by the charter.

3. The mayor pro tem shall be elected every two years from among the members of the council, other than the mayor, by a majority vote at the council's first meeting in January. In the absence of the mayor from the city or a council meeting, the mayor pro tem shall possess all powers of the office of the mayor, and be subject to all prescribed duties for that office.

- ~~3.~~ Council members may remove the council appointed mayor and/or mayor pro tem due to lack of confidence and/or violation of the Lemoore Code of ~~Conduct~~Conduct for City Council, Boards, Commissions and Committees. A consensus of at least three council members is required. If the mayor is removed, the mayor pro tem will take the position of mayor and a new mayor pro tem will be appointed by a

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

consensus of at least three council members. If the mayor pro tem is removed by council, a new mayor pro tem

## CHAPTER 3 – CONDUCT OF COUNCIL MEMBERS

### A. Norms and Expectations

1. Council members shall:

- a. put constituents first at all times;
- b. treat each other, staff, and the public with dignity, courtesy, and respect;
- c. value all opinions, be tolerant of new and different ideas, and encourage creativity and innovation;
- d. follow through on commitments and be accountable to each other;
- e. clarify when items are discussed in confidence and maintain appropriate confidentiality;
- f. be attentive to others, limiting interruptions and distractions;
- g. encourage dissent in debate while being mindful not to prolong discourse or block consensus;
- h. be candid with each other about ideas and feelings, and resolve conflicts directly;
- i. keep comments clear, concise, and on-topic to maximize opportunities for all to express themselves;
- j. continuously strive to improve how members work as a team;
- k. place clear and realistic demands on staff resources and time when requesting action;
- l. start and end meetings on time, work from an agenda, and be present, attentive, and prepared;
- m. present problems in a way that promotes discussion and resolution; and
- n. continually work to build trust in each other.

o. adhere to the City of Lemoore Code of Conduct for City Council and Boards and Commissions.<sup>8</sup>

~~by consensus of council, be censured for inappropriate comments.~~

2. Failure by any Council Member to follow these expectations could result in action taken by the City Council as a whole as allowed by law, including but not limited to public censure.

- a. Any action taken by the City Council against a Council Member shall require a consensus to add such an item to the agenda, including a request of the action to be taken. The item will then be placed on the agenda for the next regularly scheduled meeting at which time discussion and action can be taken.



## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

e. —

### **B. General Conduct**

1. Council members shall:
  - a. treat each other and everyone with courtesy and refrain from inappropriate behavior and derogatory comments;
  - b. be fair, impartial, and unbiased when voting on quasi-judicial actions;
  - c. raise his/her hand and wait to be acknowledged by the mayor before speaking;

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

- d. move to require the mayor to enforce these Rules, and the mayor shall do so upon an affirmative vote of a majority of the members present;
- e. preserve order and decorum during the meeting;
- f. not delay or interrupt the proceedings or the peace of the council, nor disturb any council member while speaking, by conversation or otherwise, nor disobey the [Rules of the Council](#) ~~orders of the council~~, or the mayor, except as otherwise herein provided;
- g. prohibit disclosure of confidential communications and authorize public censure for failure to comply;
- h. support the Rules established by the council
- i. not use social media during legislative body meetings; and
- j. abide by these Rules in conducting the business of the City of Lemoore.

### C. Conduct with Council Members

- 1. Council members shall:
  - a. value each other's time;
  - b. attempt to build consensus on an item through an opportunity for dialogue; but when this is not possible, the majority vote shall prevail and the majority shall show respect for the opinion of the minority;
  - c. have the right to dissent from, protest, or comment upon any action of the council;
  - d. respect each other's opportunity to speak and, if necessary, agree to disagree;
  - e. avoid offensive negative comments and shall practice civility and decorum during discussions and debate; and
  - f. assist the mayor's exercise of the affirmative duty to maintain order.

### D. Conduct with City Manager and Staff

- 1. Council members shall:
  - a. speak to the city manager directly on issues and concerns;
  - b. direct the city manager to implement council's policy decisions through the administrative functions of the city;
  - c. treat staff professionally and refrain from publicly criticizing individual employees;
  - d. avoid involvement in personnel issues except during council closed sessions regarding council-appointed staff such as the city manager, city attorney, city

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

treasurer, or city clerk, including hiring, firing, promoting, disciplining, and other personnel matters;

- e. discuss directly with the city manager, city attorney, city clerk, or city treasurer as appropriate, any displeasure with a department or staff; and
- f. request answers to questions on council agenda items from the city manager, city attorney, city clerk, city treasurer, department directors, or division managers prior to the meeting whenever possible.

### **E. Conduct with the Public**

- 1. Council members shall:
  - a. make the public feel welcome;
  - b. be impartial, respectful, and without prejudice toward the public;
  - c. listen courteously and attentively to public comment;
  - d. not argue back and forth with members of the public; and
  - e. make no promises to the public on behalf of the council.

### **F. Conduct with Other Agencies**

- 1. Council members shall:
  - a. project a positive image of the city when dealing with other agencies;
  - b. show tolerance and respect for other agencies' opinions and issues and, if necessary, agree to disagree;
  - c. represent official policies or positions of the council when designated as delegates of a legislative body;
  - d. explicitly state when their opinions and positions do not represent the council when representing their individual opinions and positions, and shall not allow the inference that they do; and
  - e. have the ability to lobby or discuss issues that have been adopted by legislative bodies or are standing policies of the legislative bodies with other legislators, government officials, applicants, or other interested persons.

### **G. Conduct with Boards and Commissions**

- 1. Council members shall:
  - a. treat all members of boards and commissions with appreciation and respect; and
  - b. refrain from participation at board and commission meetings with the purpose of influencing the outcome of those meetings.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **H. Conduct with the Media**

1. Council members shall not discuss, or go "off the record" with the media to discuss confidential or privileged information pertaining to closed sessions, or attorney-client privileged or attorney work product communications, including personnel, litigation, or real property negotiations.
2. Providing non-confidential, non-privileged background information is acceptable.

### **I. Ethical Conduct**

1. Council members shall receive at least two hours of training in ethics, conflicts of interest, open meetings laws, competitive bidding requirements, bias prohibitions, etc., in accordance with Government Code section 53234 et seq.<sup>2</sup> every two years.
2. Council members shall receive at least two hours of sexual harassment prevention training within six months of taking office, and every two years thereafter, in accordance with AB 1825 and AB 1661 (Government Code sections 12950.1 and 53237.1).
3. Council members shall conduct themselves in accordance with such training.

**CHAPTER 4 – CONDUCT OF CITY STAFF**

**2. General Conduct**

1. City staff shall:
  - a. prepare well-written staff reports and provide accompanying documents on all agenda items in accordance with the agenda format and preparation schedule;
  - b. be available for questions from members in accordance with the Brown Act prior to and during meetings;
  - c. respond to questions from the public during meetings only when requested to do so by council members or the city manager;
  - d. refrain from arguing with the public or council members; and
  - e. switch any electronic equipment such as pagers and cellular telephones to silent, airplane mode or off during council meetings.
2. Staff shall remain objective on issues and should not be advocates for issues unless so directed by the legislative body.
3. To the extent permitted by the Brown Act, the city manager and staff shall inform the mayor and council members of controversial, significant-impact issues that are coming before the legislative body. The information shall be provided at least two weeks prior to the legislative body's meeting, unless circumstances do not allow for such advance notice.
4. The city manager shall advise management staff of potentially political or controversial issues coming before the legislative body and direct staff to be present and appropriately prepared.
5. If requested, the city manager shall make available an informational briefing for council member for items affecting the city and items on, or potentially on, the council agenda. Briefings shall include necessary department staff and shall take place no later than three days preceding potential council action.

## CHAPTER 5 – CONDUCT OF THE PUBLIC

### A. General Conduct

1. Decorum.
  - a. Members of the public attending council meetings shall observe the same rules and decorum applicable to the council members and staff as noted in chapters 3 and 4 of these Rules.
  - b. No person shall engage in conduct that is intended to or is likely to provoke violent or riotous behavior, nor shall any person engage in conduct that disturbs the orderly conduct of the council meeting. Examples of disorderly conduct include feet-stamping, whistling, yelling or shouting, organized silent demonstrations, physically-threatening conduct, and similar demonstrations.
  - c. The mayor shall request that a person who is breaching the rules of decorum cease the conduct. If the person does not cease the conduct immediately, the mayor may order the person to leave the council meeting. The Lemoore Police Department shall assist the mayor in enforcing the rules of decorum, including removing disorderly persons upon order of the mayor.
2. Lobbyists shall identify themselves and the client(s), business, or organization they represent before speaking to the council.
3. Members of the public wishing to provide documents to the council shall comply with Rule 7.D.

### B. Addressing the City Council

1. Purpose of public comment. During regular meetings, the city provides opportunities for the public to address the council as a whole in order to listen to the public's opinions regarding agendized items and unagendized matters within the subject matter jurisdiction of the city. At all other meetings, public comment is limited to agendized items.
  - a. Public comments should not be addressed to individual council members nor to city officials, but rather to the council as a whole regarding city business.
  - b. While members of the public may speak their opinions on city business, personal attacks on council members and city officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the council.
  - c. Consistent with the Brown Act, the public comment periods on the agenda are not intended to be "Question and Answer" periods or conversations with the council and city officials. The limited circumstances under which members may respond to public comments are set out in Rule 8.D.2.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

- d. Members of the public with questions concerning Consent Calendar items may contact the staff person who provided the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.
  - e. The mayor may stop a member of the public whose comments are not confined to the agenda item being heard. During the Public Comment portion of the agenda, the mayor may stop a member of the public whose comments are not within the subject matter jurisdiction of the city. The member of the public will be advised of the correct way to bring their position before council.
2. Speaker time limits. In the interest of facilitating the council's conduct of the city's business, the following time limits apply to members of the public (speakers) who wish to address the council during the meeting.
- a. Matters not on the agenda. Three minutes per speaker.
  - b. Consent Calendar items. The consent calendar is considered a single item, and speakers are therefore subject to the three-minute time limit for the entire consent calendar. Consent calendar items can be pulled at a council member's request and will be considered individually, with up to three minutes of public comment per speaker.
  - c. Discussion Calendar items. Three minutes per speaker.
  - d. Time limits per meeting.
    - (i) Each speaker shall limit his/her remarks to the specified time allotment.
    - (ii) The mayor shall consistently utilize the timing system, which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and will flash red at the end of the allotted time.
    - (iii) In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group, but with no increase in time.
    - (iv) Speakers shall not concede any part of their allotted time to another speaker.
    - (v) The mayor, with consensus of council, may further limit, or expand, the time allotted for public comments per speaker or in total for the orderly conduct of the meeting; such limits shall be fairly applied.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

3. Comment cards. . Members of the public wishing to speak to the council are requested ~~to submit~~ to the city clerk a completed comment card indicating the agenda item or off- agenda item that they wish to address before the item is called.

### C. Electronic Devices

1. Members of the public shall turn their electronic devices that are capable of emitting sound – including cellular telephones, personal data devices, pagers, digital tablets, laptop computers, etc. – to the off- or silent-mode during council meetings.
2. Cameras. Cameras and recording equipment may be used during council meetings only if:
  - a. the devices are silent during use; and
  - b. the devices are used in a manner and at locations that do not impede walkways or others views of the meeting or disrupt the conduct of the meeting.

### D. Location of Speaker

1. Members of the public shall not approach the dais without the express consent of the mayor. ~~a council member.~~
2. Members of the public wishing to address the council must approach the podium when recognized by the mayor ~~and~~ speak only from the podium.
3. Members of the public should, but are not required, to clearly state their name and address before beginning comments.



## CHAPTER 6 – MEETING TYPES AND SCHEDULES

### A. Regular Meetings

1. The council shall meet the first and third Tuesday of each month generally beginning at 5:30 p.m. in the City Hall Council Chamber, 429 C Street, Lemoore, California, except as otherwise provided in the annually-adopted meeting schedule or as otherwise revised by the council. Study session will begin at 5:30 p.m. with regular meeting at 7:30 p.m.
2. Whenever possible, special workshops shall take place in the council chamber.

### B. Adjourned Meetings

As permitted by law, the council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the motion of adjournment.

### C. Special Meetings

~~The mayor or a~~ majority of the council members may call a special meeting by providing notice 24 hours in advance of the meeting to the mayor, to all council members, and to all media outlets and persons having requested in writing notification of such meetings pursuant to state law.

### D. Emergency Meetings

1. In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the legislative body may hold an emergency meeting without complying with either the 72-hour or 24-hour notice and posting requirements for regular and special meetings, but shall otherwise comply with the Brown Act procedures generally stated below.
2. Each local newspaper of general circulation and radio or television station that has requested notice of special meetings pursuant to the Brown Act, shall be notified by the mayor of the legislative body, or designee thereof, at least one hour prior to the emergency meeting, or in the case of a dire emergency, at or near the time that the mayor or designee notifies the c o u n c i l of the emergency meeting.
3. This notice shall be given by telephone call to the numbers provided in the most recent request for notification.
4. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the legislative body, or designee of the legislative body, shall notify those newspapers, radio stations, or television stations of the emergency meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

5. During an emergency meeting, the legislative body may meet in closed session pursuant to the Brown Act if agreed to by a two-thirds vote of the members present, being not less than four votes of the council.
6. All special meeting requirements in the Brown Act shall be applicable to an emergency meeting, with the exception of the 24-hour notice and posting requirement.
7. The minutes of an emergency meeting; a list of persons who the mayor or designee of the council, notified or attempted to notify; a copy of the roll call vote; and any actions taken at the meeting, shall be posted for a minimum of ten days in a public place as soon after the meeting as possible.

### **E. Closed Sessions**

1. Closed sessions generally shall be conducted on the first and third Tuesday of every month or during special meetings held immediately prior to regular meetings.
2. In accordance with the Brown Act, the public may speak regarding any closed session item prior to the closed session.
3. All closed session information, verbal or written, is privileged and confidential and shall not be shared with any person not at the closed session. Any council member sharing information in violation of this rule may be subject to censure by the council consistent with the council's confidentiality policy then in effect.
4. The city attorney shall report out in public session any reportable actions that were taken by council and the vote on such actions in accordance with the Brown Act.<sup>6</sup>

### **F. Public Hearings**

1. The city clerk shall set council hearing dates on all matters that require a notice and public hearing before the council, such as matters received from the planning division and appeals to the council.
2. Public hearings will not be withdrawn or continued without the full knowledge and concurrence of the council members within whose districts/jurisdiction the issue resides.
3. The council may refuse to grant a continuance of any hearing unless there is a valid legal reason why the hearing must be continued.
4. Continuances.
  - a. Any person (applicant, appellant, or designated representative) scheduled for a public hearing before the council:
    - (i) may obtain one continuance for a period not to exceed the second regular meeting after the original scheduled hearing date, as a matter of right, without personally appearing before the council on the scheduled hearing date, provided a written request for the continuance must be delivered to

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

the city clerk by noon on the day prior to the scheduled public hearing. Any person who has once obtained a continuance by any procedure, may not obtain a subsequent continuance by notifying the city clerk as provided in this Rule 6.F.a(i).

- (ii) who wants to obtain a continuance of the hearing beyond the second regular meeting after the original scheduled hearing date, or has not notified the city clerk as provided in Rule 6.F.4.a(i), may obtain a continuance only by appearing before the council at the time the original hearing is scheduled and requesting a continuance. This continuance is not a matter of right and will not be granted unless the council is satisfied that good cause exists for the continuance and that a substantial number of people will not be inconvenienced by such continuance.
  - (iii) who has once obtained a continuance of a hearing either by notice to the city clerk per Rule 6.F.4.a(i) or by personal appearance per Rule 6.F.4.a(ii), may obtain a further continuance only by appearing before the council at the scheduled hearing and satisfying the council that extraordinary circumstances exist that would justify this second continuance.
  - (iv) who has twice obtained a continuance of a hearing, may obtain an additional continuance only by appearing before the council at the scheduled hearing and satisfying the council that a miscarriage of justice would result from the refusal of the council to grant a continuance.
- b. City staff may obtain a continuance based on the need of the originating department or on behalf of a council member. Department staff may request, via the city clerk, as many continuances as needed to complete and ready the project or appeal for the hearing process; however, staff may not serve as a requestor on behalf of an applicant or appellant.
  - c. Any organized group of residents or neighborhood associations, not recognized as an applicant or appellant, may contact their council member and request a continuance as needed to complete and ready the project or appeal for the hearing process. The council member, in his or her sole discretion, may request the council approve the continuance for good cause.
  - d. At the meeting when the hearing is scheduled, but before the hearing starts, any council member may request the council approve a continuance.
  - e. Disputes regarding the length of a continuance will be decided by the council at the scheduled hearing if city staff or the city clerk cannot obtain mutual agreement between the parties beforehand.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **G. Teleconferenced Meetings**

Members of the public may address the council via teleconference or other electronic device only in conjunction with a members' attendance at a duly-noticed teleconference location set in accordance with the Brown Act.

### **H. Televised Meetings**

Meetings held in the council chambers are generally telecast via facebook live and available on the city's official website.

**CHAPTER 7- MEETING AGENDAS**

**A. Requirements for Agenda Item Submission**

1. The city manager and city clerk shall develop the agenda for council meetings in consultation with the mayor and mayor pro tem.
2. Council members may submit items for inclusion on a future agenda by orally making the request under City Council Report and Requests and receiving a concurrence of council.
3. Council members may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
4. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda
5. Outside agencies may submit agenda items in accordance with the following:
  - a. Items from outside agencies must be sponsored for agenda placement by council members or department staff; and
  - b. All agenda items must be submitted in accordance with the agenda packet submission and preparation requirements.

**B. Declaration of Policy**

1. No ordinance, resolution, motion, or item of business shall be introduced or acted upon at a meeting of a legislative body of the city without it appearing on a duly noticed and posted agenda in accordance with the Brown Act. Exceptions to this rule are limited to those provided by state law.
2. No ordinance, resolution, motion, or item of business will be considered that:
  - a. does not affect the conduct of the business of the City of Lemoore or its powers or duties as a municipal corporation, or
  - b. supports or disapproves of any legislation or action
    - (i) of the State of California;
    - (ii) of the Congress of the United States; or
    - (iii) before any officer or agency of the state or nation,unless the proposed legislation or action, if adopted, will affect the conduct of the municipal business or the powers or duties of the City of Lemoore or its officers or employees.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

- c. Rule 7.B.2 may be invoked only before public comment or council deliberation on the matter and by three affirmative votes on the question: "Shall the council consider this matter?"

### **C. Procedures for Submission of Reports**

1. A written staff report should be prepared and submitted to agenda review in accordance with the agenda review procedure.
2. Staff reports shall include a section reflecting review by the city attorney as appropriate.

"Continued" items do not require a new report if there are no changes other than the agenda date. If there is any other change, a new report meeting all applicable requirements must be submitted.

### **D. Written Communications from the City and the Public**

1. The city clerk shall manage communications to council members regarding meeting topics to ensure compliance with the Brown Act.
  - a. Except for records exempt from disclosure under the California Public Records Act<sup>4</sup> and otherwise by law, agendas or any other writings distributed to all or a majority of the council members for discussion or consideration at a public meeting are disclosable to the public, and shall be made available upon request without delay.
  - b. Materials distributed to the council members during the meeting shall be available for viewing by the public during the meeting if the materials were prepared by the city or a council member, or at the conclusion of the meeting if prepared by another person.<sup>5</sup>
2. Interested parties or their authorized representatives may address the council by written communications regarding agenda items.
  - a. Written communications received by the city clerk prior to posting of agenda will be included in the agenda packet material. Written communications received by the city clerk after that deadline will be delivered to council members at the city council meeting if related to an item on that meeting agenda.
  - b. Documents (10 copies recommended) that members of the public submit to the city council at the meeting shall be given directly to the city clerk for distribution and shall not be given directly to the council. The documents will be available to the public.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **E. Preparation of the Agenda Packet**

1. No later than noon on the Friday prior to each regularly scheduled meeting, the city clerk shall finalize the agenda packet.
2. Agenda Packet Contents.
  - a. The agenda packet shall include the agenda, the staff reports, draft resolutions and ordinances, contracts, and other attachments. Items noted as "To Be Delivered" on the agenda will be delivered prior to the start of the council meeting and published to the city's website no later than the following day. No item shall be required to be considered by the council if the applicable written material is not delivered to the council before the agenda item is discussed and made available to the public at the same time.
  - b. Corrections or supplements to a staff report or other written materials already included in the agenda packet may be delivered separately.
  - c. All agreements on the agenda shall be available for review by the council and the public prior to the meeting, or at the meeting location during the meeting, unless determined otherwise by the city attorney.
  - d. Unless waived by a 2/3 vote of council, all labor agreements and all agreements greater than \$1,000,000 shall be posted on the city's website and be made available to the public at least 10 days prior to council action.

### **F. Distribution of the Packet**

1. The city clerk shall distribute the agenda packet to the council members and persons requesting copies of the agenda packet no later than Friday at noon prior to the regularly scheduled meeting.

Paper or electronic copies of the agenda packet shall be available for the news media and other such organizations, agencies, institutions, or persons who so subscribe.

### **G. Posting of Agenda**

1. The city clerk shall post the agenda of each regular or adjourned regular meeting of the legislative body at least 72 hours in advance of the meeting in a location that is freely accessible to members of the public as required by the Brown Act.
2. The city clerk shall maintain an affidavit indicating the location, date, and time of posting each agenda.
3. Agendas will generally be published to the city's website by the end of business on the Friday before regular meetings.
4. Agenda reports including attachments, exhibits, and agreements will generally be published to the city's website by end of business on the Friday before regular meetings.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

5. If technical difficulties occur, the agenda and reports will be published on the city's website as soon as those difficulties are resolved.

### **H. Failure to Meet Agenda Deadlines**

1. The city clerk shall not, without the consent of the city manager or city attorney, accept any agenda item or revised agenda item after the deadlines established and noted in these Rules.

### **I. Exceptions to the Agenda Requirement**

1. Matters not included on the published agenda may be discussed and acted upon by the legislative body only in the following situations:
  - a. at a meeting during which a majority of the council members determine in open session that the matter in question constitutes an "emergency"<sup>6</sup>; or
  - b. Upon a determination by two-thirds of the council members, or if less than two-thirds are present by unanimous vote of the council members present, that:
    - i) there is a need to take immediate action; and
    - ii) the need for action came to the attention of the city after the agenda had been posted; or
  - c. the item was posted for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

### **J. Types of Agenda Items**

1. Closed Sessions-confidential discussions with the legislative body as permitted by the Brown Act.
2. Ceremonial Matters-the presentation and receipt of ceremonial resolutions and celebrations not requiring formal legislative body action.
3. Administrative Matters-consent items making clerical corrections to previous legislative documents and to ensure accurate legislative history.
4. Consent Calendar-considered one item, consisting of matters routine in nature and not likely to be subject to debate or inquiry by the council members or the public; typically adopted in one motion.
5. Public Hearings-duly noticed hearings as mandated by local, state, or federal law, providing an opportunity for public review and comment of a proposed action by the council.
6. New Business-non-routine items requiring an oral presentation and discussion before action is taken.



## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

7. Information Items-items when staff is required by federal or state law or city code to inform council of an issue when authority has been delegated to a person, position, board, or commission.
8. Public Comment-oral communications from the public regarding matters not on the agenda but within the subject matter jurisdiction of the city.
9. City Council Reports and Requests:
  - a. Brief oral or written reports summarizing meeting or conference attendance at city expense, as required by AB 1234;<sup>7</sup>
  - b. Requests that city manager or staff report on various issues;
  - c. Requests to place items on a future council meeting agenda (consensus by council must be received);
  - d. Reports on district and citywide activities or news.

### **K. Ordinances and Non-Binding Resolutions**

1. Ordinances on the agenda may be passed for publication or adopted in accordance with established procedures.
2. Ordinance changes during the review and adoption process.
  - a. The text of an ordinance receiving the necessary votes to bring the matter to council shall be the text that is included in the published agenda as pass-for-publication.
  - b. The text of an ordinance passed for publication shall be the text that is included in the published agenda for the meeting at which the adoption of the ordinance is discussed.
  - c. Notwithstanding subsections a, b, and c, typographical and clerical errors may be corrected at any time during the ordinance review and adoption process.
  - d. If a staff member intends to make a substantive (i.e., anything not typographical or clerical) change to an ordinance after it is included in a published agenda, at or before the time the ordinance adoption item is called on the agenda the staff member shall distribute sufficient written copies of the proposed change so that all other members, the council members, relevant city staff, and the public audience have copies.
  - e. Consideration of a proposed substantive change from the ordinance text that was included in the published agenda shall be continued until the next regular council meeting unless another meeting date is approved by council.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

- f. If the council's motion to adopt an ordinance includes a change to the ordinance text from that published in the agenda, prior to the vote the city attorney or city clerk shall repeat verbatim the proposed change or otherwise indicate the change is reflected in the circulated written copy of the change.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

### CHAPTER 8 – CONDUCT OF MEETING

#### A. Call to Order – Mayor

1. The mayor, or in the mayor's absence the mayor pro tem, shall take the chair at the hour appointed for the meeting and shall immediately call the meeting of the council to order.
2. In the absence of the mayor and mayor pro tem, the clerk shall call the meeting to order and a mayor *pro tempore* shall be appointed from the members present.
3. Upon the arrival of the mayor, the mayor pro tem or mayor pro tempore shall immediately relinquish the chair at the conclusion of the business then before the council.

#### B. Roll Call/Attendance

1. A majority of the members of the council then in office and present within the city limits of Lemoore shall constitute a quorum.
2. Before the council proceeds with the business before it, the city clerk shall call the role and note the council members present for the minutes. The late arrival of council members shall be entered into the minutes.
3. A council member shall be considered present at a meeting if the member is either physically in the council chamber or is participating in the meeting through teleconference in accordance with the Brown Act. Meeting attendance of council members through teleconference will be permitted on a case by case basis. determined by the majority of council.
4. Council members attending a council meeting through a teleconference are counted when determining a quorum unless they are not within the city limits of Lemoore
5. Council members must be physically present at the council chamber dais or teleconference location to vote. Proxy or absentee voting is not permitted.

#### C. Order of Discussion

The order of business is typically carried out as listed on the agenda or as set out below; however, the mayor may reorder the items, unless council members object. Council members may request items be reordered by motion.

1. Public Comment will be held at the beginning of the meeting.
2. Consent Calendar items removed for discussion
  - a. Council members or the city manager may request that an item be removed from the Consent Calendar for separate consideration
  - b. Members of the public wishing to have an item removed from the Consent Calendar for separate consideration may make a request to a council member or the city manager prior to the beginning of council meeting.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

- c. All matters remaining on the Consent Calendar shall be approved by a single action, such single action to have the legal effect of individual action on each matter.
  - d. If Consent Calendar items are removed, they shall be discussed immediately after adoption of the balance of the Consent Calendar.
3. Public Hearings.
- a. The order of public hearings will generally be as follows:
    - (i) Staff comments, information, and reports, followed by council member questions.
    - (ii) Proponent, if applicable, speaks, followed by council member questions.
    - (iii) Opponent, if applicable, speaks, followed by council member questions.
    - (iv) If the public hearing is on an appeal that does not require council *de novo* review, then the appellant (opponent) speaks before the applicant (proponent) in accordance with the allotted time.
    - (v) Public comments.
    - (vi) If the public hearing is a *de novo* review appeal, the applicant speaks in rebuttal, but if not a *de novo* review appeal, the appellant speaks in rebuttal.
    - (vii) Closure of public comment.
    - (viii) Further council member discussion
    - (ix) Motion to close public hearing and take action. See Rule 6.F regarding continuances.
  - b. The mayor may direct speakers to avoid repetition in order to permit maximum information to be provided the council within the time allotted to the hearing.
4. New Business.
- a. The order of discussion after introduction of an item by the mayor will generally be as follows:
    - (i) Staff comments, information, and reports, followed by questions from the council members.
    - (ii) Public comments and information, followed by questions from the council members.
    - (iii) Member discussion, motion, and action.
  - b. Once the item is placed before the council for discussion, motion, or action, no member of staff or the public shall be allowed to address the council without the consent of the mayor or council members.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

### D. Oral Communications from the Audience

5. As required by the Brown Act, a portion of each council meeting agenda will provide an opportunity for members of the public to address the council on any agendized item, including closed session and consent calendar items. Regular meeting agendas also will provide for public comment on any unagendized matter that is within the subject matter jurisdiction of the city.
6. In response to public comment on non-agendized items, the council members may individually:
  - a. briefly respond to statements made or questions posed by members of the public;
  - b. ask questions for clarification;
  - c. provide a reference to staff or other resources for factual information or response;
  - d. request staff, with consensus of council, to report to the council at a subsequent meeting; and
  - e. request staff, with consensus of council, to place a matter of business on a future agenda as needed.

### E. Quorum Call

1. During the course of the meeting, should the presiding officer note a quorum is lacking, the mayor shall call this fact to the attention of the city clerk.
2. The mayor then shall issue a quorum call. If a quorum has not been restored within two minutes of a quorum call, the mayor may declare a recess for a reasonable period of time in order to reestablish a quorum.
3. If no quorum is reestablished within a reasonable time, the mayor shall adjourn the meeting.

### F. Obtaining the Floor

1. Any council member wishing to speak must first obtain the floor by being recognized by the mayor. The mayor shall recognize any council member who seeks the floor when appropriately entitled to do so.
2. With the concurrence of the mayor, a council member holding the floor may address a question to another council member and that council member may respond while the floor is still held by the member asking the question. A council member may opt not to answer a question while another member has the floor.

### G. Motions

1. *Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century* shall be used for the management of motions.

# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

## H. Voting

### 1. Requirements for Action.

- a. Unless a higher vote is required by the city charter, the city code, or otherwise by law, the affirmative votes of at least three members of the council shall be required:
  - (i) for the council to take action on an item of business;
  - (ii) to pass any ordinance, resolution, or motion; or
  - (iii) to make or approve any order for the payment of money requiring council approval.
- b. Any ordinance declared by the council to be necessary as an emergency measure and containing a statement of the facts constituting such emergency as provided in the city charter may be introduced and adopted at the same meeting if passed by at least four affirmative votes, even if only four council members are present

### 2. Voting Disqualification.

- a. A council member shall not vote upon any matter on which the member is disqualified due to a conflict of interest, or any quasi-judicial action regarding that in which the member is biased.
- b. A council member shall openly state an abstention due to a conflict of interest or bias.
- c. A council member who is abstaining due to a financial conflict of interest shall publicly identify the financial interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
- d. As to any other conflict of interest, the council member's determination may be accompanied by an oral or written disclosure of the conflict of interest.
- e. A council member who is disqualified by a conflict of interest in any matter shall not remain on the dais during the discussion and shall not vote on that matter. However, the council member may remain on the dais for Consent Calendar items if the council member states the abstention from the vote due to the described conflict of interest before the Consent Calendar is voted on in one motion.

### 3. Voting.

- a. Voting is requested by the mayor with a roll call vote.~~shall be done using by the mayor with a roll call vote.~~

## CHAPTER 9 – COUNCIL REQUESTS

### A. General

1. Council requests that deal with policy issues and council requests that may be construed as direction shall be directed to the city manager, except for general inquiries or questions, in which case the council may go to the department directors or key staff in the City Manager's Office. Council members may also deal directly with the city attorney, ~~city clerk, city treasurer,~~ or other staff appointed by the council.
2. Council requests requiring funding must go through the city manager. The city manager shall respond in a timely manner.
3. Council requests to prepare or consider new ordinances or non-binding resolutions shall be made in accordance with Rule 7A.



## CHAPTER 10 – VACANCIES

### A. Deemed Vacancies

1. Absence from five consecutive regular meetings without good cause shall operate to vacate the seat of the council member so absent. Good cause shall mean any absence which is due to illness, injury, accident or other reasons which prevent attendance not of willful intent.
2. A vacancy also occurs when any of the events prescribed in California Government Code § 1770 occur before the expiration of the council member term.<sup>[JUM1]</sup>

### B. Procedures for Filling Vacancies

1. A vacancy in the office of council member shall be filled within 60 days from the commencement of the vacancy by appointment or by calling a special election to fill the vacancy.
  - a. If the council fills the vacancy by appointment, the person appointed to fill the vacancy shall reside in the district so vacant, be otherwise qualified, and shall hold office pursuant to one of the following:
    - i. If the vacancy occurs in the first half of the term of office and at least 130 days prior to the next general municipal election, the person appointed to fill the vacancy shall hold office until the next general municipal election and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the original term of office.
    - ii. If the vacancy occurs in the first half of the term of office, but less than 130 days prior to the next general municipal election, or if the vacancy occurs in the second half of the term of office, the person appointed to fill the vacancy shall hold office for the unexpired term of the former incumbent.
  - b. If the council calls a special election, the special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person elected to fill a vacancy must reside in the district so vacant and be otherwise qualified. A person elected to fill a vacancy holds office for the unexpired term of the former incumbent.
2. Notwithstanding the appointment procedures in this Chapter 10, an appointment shall not be made to fill a vacancy on a city council seat if the appointment would result in a majority of the members serving on the council having been appointed.

**A. Procedures**

1. ~~Absence from five consecutive regular meetings without good cause [UM2] shall operate to vacate the seat of the mayor or council member so absent. Allowances shall be made for absences caused by illness, injury, accident or other reasons which prevent attendance not of willful intent; and~~
2. ~~A vacancy in the office of council member~~  
~~or mayor~~
  - i. ~~shall be filled by special election called by the council, unless~~
  - ii. ~~the vacancy occurs within one year of the next general election at which that office would normally be filled, in which case the vacancy shall be filled by appointment. The city clerk shall be directed to perform council-determined procedures and take the necessary actions to accomplish the recruitment and appointment of a candidate.~~

## CHAPTER 11– FACILITIES

### A. Council Chamber Capacity

Council chamber attendance is limited to the posted seating capacity. The city manager shall appropriately regulate entrance to the council chamber when the council chamber capacity is likely to be exceeded. If possible, the meeting will be relocated to accommodate a larger crowd. When legislative bodies are in session, members of the public shall not remain standing in the seating area or aisles of the council chamber. Sitting on the floor is not permitted. The Lemoore Police Department shall enforce this chapter.

For health and safety reasons of the public, council may relocate the meeting as necessary.-

**CHAPTER 12 - CITY COUNCIL  
COMMITTEES/REGIONAL ORGANIZATIONS**

**A. General**

1. The mayor will recommend possible appointments to council of members to standing committees, ad hoc committees, regional organizations, and joint powers agencies. Consensus of council is required.~~shall make all appointments to council standing committees, subject to the approval of the council. The mayor shall make all appointments to council ad hoc committees.~~
2. A standing committee is a permanent committee of the council established to consider subjects of a particular class, with regularly scheduled meeting dates and times.
3. An ad hoc committee is a temporary committee of the council established for a special purpose and of limited duration.
4. Standing and ad hoc committees have fact-finding, informative, and recommendatory powers only, and such other powers as delegated by the council.
5. The council intends that council committees, to the extent possible, conduct a full hearing on any matter referred to that committee before the committee refers the matter back to the council.
6. The city clerk shall maintain and keep on file a list of the standing committees, ad hoc committees, regional organizations, and joint powers agencies to which council members are appointed.

**~~B. Standing Committees~~**

~~1. General Guidelines~~

- ~~a. Standing committee appointments shall be made by the mayor in January of even years.~~
- ~~b. Standing committees shall meet in the council chamber to allow for video streaming and website access of meetings.~~
- ~~c. Standing committees are subject to the Brown Act. Standing committee agendas shall be prepared, posted, and distributed in accordance with the Brown Act stating the time and place of the meeting and the subject matters to be discussed.~~
- ~~d. A council member who is not a member of the standing committee may attend a standing committee meeting, provided the member attends only as an observer, does not testify or otherwise participate in any discussion, and sits amongst the public.~~
- ~~e. Except as provided in subsection f, all items on a standing committee's agenda shall first be referred to the committee by the council for review, with a recommendation returned to the council within 120 days, subject to the~~

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

~~exceptions set forth below or as otherwise modified by the council.~~

- ~~f. With approval of the city manager or committee chair, an item may be sent directly to a standing committee without council referral. If a matter is so referred to a standing committee, the committee agenda shall note that fact on the face of the agenda and the committee chair shall notify the council. Such referrals are not required to be forwarded to the council unless council action is recommended by the standing committee.~~
- ~~g. The city manager shall assign staff to assist the committee chair with the operation of the committee.~~
- ~~h. The committee chair shall approve committee agendas and be provided draft reports prior to being published.~~

### **C.B. Ad Hoc Committees**

1. Establishment.
  - a. The ~~mayor or a~~ majority of the council may request the creation of an ad hoc committee
  - b. The city manager or department director, together with the city attorney, shall work with the appropriate supporting department(s) and determine the scope and approximate duration the ad hoc committee will be needed.
  - c. The department director shall submit a request to the mayor, with a copy to the city clerk, requesting the creation of and appointment of up to four members to an ad hoc committee. All ad hoc committee member recommendations must have the consensus of council.
2. Scheduling; Meetings.
  - a. Once an ad hoc committee has been established, all meeting requests shall be directed to the city clerk for coordination with member's calendars and to set a meeting location. Once confirmed, the city clerk shall notify the council members, city manager (or designee), and the city attorney (or designee) of the meeting details.
  - b. Council members who are not members of an ad hoc committee shall not attend meetings of that ad hoc committee.
3. Dissolution.
  - a. Once an ad hoc committee has completed its task, the supporting department shall submit a report to the mayor, with a copy to the city clerk, stating completion of the ad hoc committee tasks and request the dissolution of the ad hoc committee.
  - b. An ad hoc committee is automatically dissolved one year after its first meeting, unless it is dissolved earlier under Rule 12.C.3.a.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

- c. The City Clerk will provide a periodic report to Council announcing the dissolution of ad hoc committees.

### **D.C. Regional Organizations**

The mayor shall appoint council representatives to the regional organizations and joint powers agencies listed in the documents maintained by the city clerk, with consensus of council.~~subject to council approval.~~

**CHAPTER 13– BOARDS,  
AND COMMISSIONS AND COUNCIL  
COMMITTEES**

**A. Vacancies and Appointments**

1. When any vacancy occurs on a board, ~~or~~ commission or council committee, the city clerk shall announce that vacancy pursuant to the standard outreach procedures. For routine vacancies, the announcement is made approximately two months prior to the date on which the vacancy is to occur. For non-routine vacancies, the announcement is made as soon as possible in order to maintain viable memberships on the various boards and commissions. The vacancy will be advertised for no less than 30 days. The City Clerk's Office maintains the board and commission files, and performs all clerical and administrative support tasks related to the application process.
2. At the close of the application period, all applications received for the vacancy are referred by the clerk to the mayor for review and recommendation.
3. After reviewing the submitted nomination(s), the mayor shall make a recommendation ~~to fill the vacancy at the next regular council meeting.~~ All applications will be included with the recommended nomination to council.
4. At the next regular council meeting, the council shall vote whether to confirm the appointment. Consensus of at least two council members is required.
5. If the council does not approve the appointment, discussion shall take place and another recommendation shall be made. Council shall vote whether to confirm the new appointment.
6. At the direction of the council, all vacancies, application periods, and close of application periods for boards and commissions shall be monitored and maintained by the city clerk in compliance with the Maddy Act.14
7. In making nominations and appointments to city boards and commissions, the mayor and council members should consider persons of various ethnicities, ages, genders, education, and occupational experience as reflected in the general population of the city; and should, as appropriate for the vacancy, consider persons from all districts of the city.

- 1 California Government Code, § 54950 et seq.
- 2 California Government Code, § 53234 et seq.
- 3 California Government Code, § 6250 et seq.
- 4 California Government Code, § 54957.5(b).
- 5 Government Code section 54957.5(b)
- 6 California Government Code, § 54956.5.
- 7 AB 1234, codified at California Government Code, § 53232.3.
- 8 City of Lemoore Code of Conduct for City Council, ~~and~~ Boards, ~~and~~ Commissions and Council Committees (Attachment A)



**et seq.** *abbr. Lat.*

et sequens (and the following one or ones)

**Non-Binding Resolution**

A non-binding resolution is a resolution in which the council declares its position and opinions on an issue, policy, or other matter that the council lacks legal authority to establish or regulate, but that the council determines is of such importance that the council should make the symbolic gesture of adopting a resolution declarative of council's position.

**Quasi-judicial**

Quasi-judicial action means any council action that implicates constitutionally protected property or liberty interests, such as issuance or denial of discretionary land use permits, subdivision maps, business licenses, and other similar action in which a property interest is at stake and the council is charged with applying legal standards to a specific factual situation.

# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

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**RESOLUTION NO. 2018-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
ADOPTING COUNCIL RULES OF PROCEDURE**

**WHEREAS**, the City Council for the City of Lemoore desires to establish the rules and procedures governing its proceedings; and

**WHEREAS**, the City Council for the City of Lemoore has formulated a set of rules to govern its proceedings; and

**WHEREAS**, the rules formulated by the Council for the City of Lemoore are set forth in the document entitled “Lemoore City Council Rules of Procedure” which is attached hereto and incorporated herein by this reference.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Lemoore hereby adopts and establishes the rules pertaining to its meetings as are set for the in the attached document entitled “Lemoore City Council Rules of Procedure”.

**BE IT FURTHER RESOLVED**, that all other resolutions pertaining to the rules governing the proceedings of the City Council of the City of Lemoore are hereby rescinded.

**PASSED AND ADOPTED** by the City Council of the City of Lemoore at a Regular Meeting held on 17<sup>th</sup> day of April 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

---

Marisa Lourenco  
Deputy City Clerk

---

Ray Madrigal  
Mayor



## Lemoore City Council Rules of Procedure

Adopted on April 17, 2018

**Resolution No. 2018-17**

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# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

## CHAPTER 1 – AUTHORITY/ADMINISTRATION

### A. General Authorities and Applicability

1. The Charter of the City of Lemoore provides that the city council shall determine its own rules and order of business.<sup>1</sup> When not in conflict with the Charter of the City of Lemoore, or the Constitution or laws of the State of California, including the Ralph M. Brown Act,<sup>2</sup> these City Council Rules of Procedure (“Rules”) shall be in effect upon adoption by resolution of the council.
2. Until such time as they are amended or new rules are adopted by resolution, these Rules shall govern the order and conduct of business of the council and other legislative bodies that meet concurrently with the council, as well as various council committees, and council-established boards and commissions (collectively, “legislative bodies”). Those council-established boards, commissions, and committees that are required by law to adopt rules of procedure shall adopt rules that are consistent with these Rules to the extent possible.

### B. General Administration

1. The council shall review and revise these Rules at least annually, or as needed.
2. During council discussions, deliberations, and proceedings, the mayor has the primary responsibility to ensure that council members, staff, and the public adhere to these Rules.
3. Any council member who thinks the Rules are being violated may make a “point of order” to the Mayor or Mayor Pro Tem to enforce the Rules.

### C. Amendment

Any rule may be adopted, altered, amended, or repealed by resolution at any time by a majority vote of the council, provided that at least a one-week notice of such proposed rule change is given to the council members.

### D. Suspension

Any rule may be temporarily suspended by a two-thirds vote of all council members present, being not less than four votes of the council.

### E. Rosenberg’s Rules of Order

To the extent these Rules do not address an issue of parliamentary procedure for legislative body meetings, *Rosenberg’s Rules of Order: Simple Parliamentary Procedures for the 21<sup>st</sup> Century* shall apply.

**CHAPTER 2 – DUTIES**

**A. Duties of Council Members and Staff**

1. Council members and city staff shall conduct the business of the City of Lemoore:
  - a. recognizing that stewardship of the public interest is of primary concern;
  - b. working for the common good of the people of Lemoore; and
  - c. assuring fair and equal treatment of all persons, claims, and transactions coming before the council, council committees, and council-established boards, commissions, and committees (legislative bodies).

**B. Duties of Mayor and Mayor Pro Tem**

1. The mayor shall be elected every two years from among the council members by a majority vote at the council's first meeting in January.
2. The mayor is:
  - d. the presiding officer of the city and of all meetings of the council;
  - e. the official head of the city for performance of duties lawfully delegated to the mayor by the charter;
  - f. referred to as "chair" or "chairperson" when acting as presiding officer of legislative body meetings other than the council;
  - g. considered a member of the council;
  - h. entitled to make and second motions on matters before the council and vote on actions, but shall possess no veto power over actions of the council;
  - i. the primary, but not the only, person responsible for interpreting the policies, programs, and needs of city government to the people; and for informing the people of any major change in policies or programs; and
  - j. empowered, but not exclusively empowered, to make recommendations to the council on all policies and programs that require council decisions; and to perform such other duties as prescribed by the charter.
3. The mayor pro tem shall be elected every two years from among the members of the council, other than the mayor, by a majority vote at the council's first meeting in January. In the absence of the mayor from the city or a council meeting, the mayor pro tem shall possess all powers of the office of the mayor, and be subject to all prescribed duties for that office.
4. Council members may remove the council appointed mayor and/or mayor pro tem due to lack of confidence and/or violation of the Lemoore Code of Conduct for City Council, Boards, Commissions and Committees. A consensus of at least three council members is required. If the mayor is removed, the mayor pro tem will take the position of mayor and a new mayor pro tem will be appointed by a consensus

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

of at least three council members.

**CHAPTER 3 – CONDUCT OF COUNCIL MEMBERS**

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **A. Norms and Expectations**

1. Council members shall:
  - a. put constituents first at all times;
  - b. treat each other, staff, and the public with dignity, courtesy, and respect;
  - c. value all opinions, be tolerant of new and different ideas, and encourage creativity and innovation;
  - d. follow through on commitments and be accountable to each other;
  - e. clarify when items are discussed in confidence and maintain appropriate confidentiality;
  - f. be attentive to others, limiting interruptions and distractions;
  - g. encourage dissent in debate while being mindful not to prolong discourse or block consensus;
  - h. be candid with each other about ideas and feelings, and resolve conflicts directly;
  - i. keep comments clear, concise, and on-topic to maximize opportunities for all to express themselves;
  - j. continuously strive to improve how members work as a team;
  - k. place clear and realistic demands on staff resources and time when requesting action;
  - l. start and end meetings on time, work from an agenda, and be present, attentive, and prepared;
  - m. present problems in a way that promotes discussion and resolution; and
  - n. continually work to build trust in each other.
  - o. adhere to the City of Lemoore Code of Conduct for City Council and Boards and Commissions.<sup>8</sup>
2. Failure by any council member to follow these expectations could result in action taken by the City Council as a whole as allowed by law, including but not limited to public censure.
  - a. Any action taken by the City Council against a council member shall require a consensus to add such an item to the agenda, including a request of the action to be taken. The item will be then placed on the agenda for the next regularly scheduled meeting at which time discussion and action can be taken.

### **B. General Conduct**

1. Council members shall:
  - a. treat each other and everyone with courtesy and refrain from inappropriate behavior and derogatory comments;
  - b. be fair, impartial, and unbiased when voting on quasi-judicial actions;

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

- c. raise his/her hand and wait to be acknowledged by the mayor before speaking;
- d. move to require the mayor to enforce these Rules, and the mayor shall do so
- e. move to require the mayor to enforce these Rules, and the mayor shall do so upon an affirmative vote of a majority of the members present;
- f. preserve order and decorum during the meeting;
- g. not delay or interrupt the proceedings or the peace of the council, nor disturb any council member while speaking, by conversation or otherwise, nor disobey the Rules of the Council, or the mayor, except as otherwise herein provided;
- h. prohibit disclosure of confidential communications and authorize public censure for failure to comply;
- i. support the Rules established by the council
- j. not use social media during legislative body meetings; and
- k. abide by these Rules in conducting the business of the City of Lemoore.

### **C. Conduct with Council Members**

- 1. Council members shall:
  - a. value each other's time;
  - b. attempt to build consensus on an item through an opportunity for dialogue; but when this is not possible, the majority vote shall prevail and the majority shall show respect for the opinion of the minority;
  - c. have the right to dissent from, protest, or comment upon any action of the council;
  - d. respect each other's opportunity to speak and, if necessary, agree to disagree;
  - e. avoid offensive negative comments and shall practice civility and decorum during discussions and debate; and
  - f. assist the mayor's exercise of the affirmative duty to maintain order.

### **D. Conduct with City Manager and Staff**

- 1. Council members shall:
  - a. speak to the city manager directly on issues and concerns;
  - b. direct the city manager to implement council's policy decisions through the administrative functions of the city;
  - c. treat staff professionally and refrain from publicly criticizing individual employees;
  - d. avoid involvement in personnel issues except during council closed sessions regarding council-appointed staff such as the city manager, city attorney, city

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

treasurer, or city clerk, including hiring, firing, promoting, disciplining, and other personnel matters;

- e. discuss directly with the city manager, city attorney, city clerk, or city treasurer as appropriate, any displeasure with a department or staff; and
- f. request answers to questions on council agenda items from the city manager, city attorney, city clerk, city treasurer, department directors, or division managers prior to the meeting whenever possible.

### **E. Conduct with the Public**

- 1. Council members shall:
  - a. make the public feel welcome;
  - b. be impartial, respectful, and without prejudice toward the public;
  - c. listen courteously and attentively to public comment;
  - d. not argue back and forth with members of the public; and
  - e. make no promises to the public on behalf of the council.

### **F. Conduct with Other Agencies**

- 1. Council members shall:
  - a. project a positive image of the city when dealing with other agencies;
  - b. show tolerance and respect for other agencies' opinions and issues and, if necessary, agree to disagree;
  - c. represent official policies or positions of the council when designated as delegates of a legislative body;
  - d. explicitly state when their opinions and positions do not represent the council when representing their individual opinions and positions, and shall not allow the inference that they do; and
  - e. have the ability to lobby or discuss issues that have been adopted by legislative bodies or are standing policies of the legislative bodies with other legislators, government officials, applicants, or other interested persons.

### **G. Conduct with Boards and Commissions**

- 1. Council members shall:
  - a. treat all members of boards and commissions with appreciation and respect; and
  - b. refrain from participation at board and commission meetings with the purpose of influencing the outcome of those meetings.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **H. Conduct with the Media**

1. Council members shall not discuss, or go "off the record" with the media to discuss confidential or privileged information pertaining to closed sessions, or attorney-client privileged or attorney work product communications, including personnel, litigation, or real property negotiations.
2. Providing non-confidential, non-privileged background information is acceptable.

### **I. Ethical Conduct**

1. Council members shall receive at least two hours of training in ethics, conflicts of interest, open meetings laws, competitive bidding requirements, bias prohibitions, etc., in accordance with Government Code section 53234 et seq.<sup>2</sup> every two years.
2. Council members shall receive at least two hours of sexual harassment prevention training within six months of taking office, and every two years thereafter, in accordance with AB 1825 and AB 1661 (Government Code sections 12950.1 and 53237.1).
3. Council members shall conduct themselves in accordance with such training.



**CHAPTER 4 – CONDUCT OF CITY STAFF**

**A. General Conduct**

1. City staff shall:
  - a. prepare well-written staff reports and provide accompanying documents on all agenda items in accordance with the agenda format and preparation schedule;
  - b. be available for questions from members in accordance with the Brown Act prior to and during meetings;
  - c. respond to questions from the public during meetings only when requested to do so by council members or the city manager;
  - d. refrain from arguing with the public or council members; and
  - e. switch any electronic equipment such as pagers and cellular telephones to silent, airplane mode or off during council meetings.
2. Staff shall remain objective on issues and should not be advocates for issues unless so directed by the legislative body.
3. To the extent permitted by the Brown Act, the city manager and staff shall inform the mayor and council members of controversial, significant-impact issues that are coming before the legislative body. The information shall be provided at least two weeks prior to the legislative body's meeting, unless circumstances do not allow for such advance notice.
4. The city manager shall advise management staff of potentially political or controversial issues coming before the legislative body and direct staff to be present and appropriately prepared.
5. If requested, the city manager shall make available an informational briefing for council member for items affecting the city and items on, or potentially on, the council agenda. Briefings shall include necessary department staff and shall take place no later than three days preceding potential council action.

## CHAPTER 5 – CONDUCT OF THE PUBLIC

### A. General Conduct

1. Decorum.
  - a. Members of the public attending council meetings shall observe the same rules and decorum applicable to the council members and staff as noted in chapters 3 and 4 of these Rules.
  - b. No person shall engage in conduct that is intended to or is likely to provoke violent or riotous behavior, nor shall any person engage in conduct that disturbs the orderly conduct of the council meeting. Examples of disorderly conduct include feet-stamping, whistling, yelling or shouting, organized silent demonstrations, physically-threatening conduct, and similar demonstrations.
  - c. The mayor shall request that a person who is breaching the rules of decorum cease the conduct. If the person does not cease the conduct immediately, the mayor may order the person to leave the council meeting. The Lemoore Police Department shall assist the mayor in enforcing the rules of decorum, including removing disorderly persons upon order of the mayor.
2. Lobbyists shall identify themselves and the client(s), business, or organization they represent before speaking to the council.
3. Members of the public wishing to provide documents to the council shall comply with Rule 7.D.

### B. Addressing the City Council

1. Purpose of public comment. During regular meetings, the city provides opportunities for the public to address the council as a whole in order to listen to the public's opinions regarding agendized items and unagendized matters within the subject matter jurisdiction of the city. At all other meetings, public comment is limited to agendized items.
  - a. Public comments should not be addressed to individual council members nor to city officials, but rather to the council as a whole regarding city business.
  - b. While members of the public may speak their opinions on city business, personal attacks on council members and city officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the council.
  - c. Consistent with the Brown Act, the public comment periods on the agenda are not intended to be "Question and Answer" periods or conversations with the council and city officials. The limited circumstances under which members may respond to public comments are set out in Rule 8.D.2.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

- d. Members of the public with questions concerning Consent Calendar items may contact the staff person who provided the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.
  - e. The mayor may stop a member of the public whose comments are not confined to the agenda item being heard. During the Public Comment portion of the agenda, the mayor may stop a member of the public whose comments are not within the subject matter jurisdiction of the city. The member of the public will be advised of the correct way to bring their position before council.
2. Speaker time limits. In the interest of facilitating the council's conduct of the city's business, the following time limits apply to members of the public (speakers) who wish to address the council during the meeting.
- a. Matters not on the agenda. Three minutes per speaker.
  - b. Consent Calendar items. The consent calendar is considered a single item, and speakers are therefore subject to the three-minute time limit for the entire consent calendar. Consent calendar items can be pulled at a council member's request and will be considered individually, with up to three minutes of public comment per speaker.
  - c. Discussion Calendar items. Three minutes per speaker.
  - d. Time limits per meeting.
    - (i) Each speaker shall limit his/her remarks to the specified time allotment.
    - (ii) The mayor shall consistently utilize the timing system, which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and will flash red at the end of the allotted time.
    - (iii) In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group, but with no increase in time.
    - (iv) Speakers shall not concede any part of their allotted time to another speaker.
    - (v) The mayor, with consensus of council, may further limit, or expand, the time allotted for public comments per speaker or in total for the orderly conduct of the meeting; such limits shall be fairly applied.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

3. Comment cards. Members of the public wishing to speak to the council are requested to submit to the city clerk a completed comment card indicating the agenda item or off- agenda item that they wish to address before the item is called.

### **C. Electronic Devices**

1. Members of the public shall turn their electronic devices that are capable of emitting sound – including cellular telephones, personal data devices, pagers, digital tablets, laptop computers, etc. – to the off- or silent-mode during council meetings.
2. Cameras. Cameras and recording equipment may be used during council meetings only if:
  - a. the devices are silent during use; and
  - b. the devices are used in a manner and at locations that do not impede walkways or others views of the meeting or disrupt the conduct of the meeting.

### **D. Location of Speaker**

1. Members of the public shall not approach the dais without the express consent of the mayor.
2. Members of the public wishing to address the council must approach the podium when recognized by the mayor and speak only from the podium.
3. Members of the public should, but are not required, to state their name and address before beginning comments.

## CHAPTER 6 – MEETING TYPES AND SCHEDULES

### A. Regular Meetings

1. The council shall meet the first and third Tuesday of each month generally beginning at 5:30 p.m. in the City Hall Council Chamber, 429 C Street, Lemoore, California, except as otherwise provided in the annually-adopted meeting schedule or as otherwise revised by the council. Study session will begin at 5:30 p.m. with regular meeting at 7:30 p.m.
2. Whenever possible, special workshops shall take place in the council chamber.

### B. Adjourned Meetings

As permitted by law, the council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the motion of adjournment.

### C. Special Meetings

A majority of the council members may call a special meeting by providing notice 24 hours in advance of the meeting to the mayor, to all council members, and to all media outlets and persons having requested in writing notification of such meetings pursuant to state law.

### D. Emergency Meetings

1. In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the legislative body may hold an emergency meeting without complying with either the 72-hour or 24-hour notice and posting requirements for regular and special meetings, but shall otherwise comply with the Brown Act procedures generally stated below.
2. Each local newspaper of general circulation and radio or television station that has requested notice of special meetings pursuant to the Brown Act, shall be notified by the mayor of the legislative body, or designee thereof, at least one hour prior to the emergency meeting, or in the case of a dire emergency, at or near the time that the mayor or designee notifies the council of the emergency meeting.
3. This notice shall be given by telephone call to the numbers provided in the most recent request for notification.
4. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the legislative body, or designee of the legislative body, shall notify those newspapers, radio stations, or television stations of the emergency meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

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5. During an emergency meeting, the legislative body may meet in closed session pursuant to the Brown Act if agreed to by a two-thirds vote of the members present, being not less than four votes of the council.
6. All special meeting requirements in the Brown Act shall be applicable to an emergency meeting, with the exception of the 24-hour notice and posting requirement.
7. The minutes of an emergency meeting; a list of persons who the mayor or designee of the council, notified or attempted to notify; a copy of the roll call vote; and any actions taken at the meeting, shall be posted for a minimum of ten days in a public place as soon after the meeting as possible.

### **E. Closed Sessions**

1. Closed sessions generally shall be conducted on the first and third Tuesday of every month or during special meetings held immediately prior to regular meetings.
2. In accordance with the Brown Act, the public may speak regarding any closed session item prior to the closed session.
3. All closed session information, verbal or written, is privileged and confidential and shall not be shared with any person not at the closed session. Any council member sharing information in violation of this rule may be subject to censure by the council consistent with the council's confidentiality policy then in effect.
4. The city attorney shall report out in public session any reportable actions that were taken by council and the vote on such actions in accordance with the Brown Act.<sup>6</sup>

### **F. Public Hearings**

1. The city clerk shall set council hearing dates on all matters that require a notice and public hearing before the council, such as matters received from the planning division and appeals to the council.
2. Public hearings will not be withdrawn or continued without the full knowledge and concurrence of the council members within whose districts/jurisdiction the issue resides.
3. The council may refuse to grant a continuance of any hearing unless there is a valid legal reason why the hearing must be continued.
4. Continuances.
  - a. Any person (applicant, appellant, or designated representative) scheduled for a public hearing before the council:
    - (i) may obtain one continuance for a period not to exceed the second regular meeting after the original scheduled hearing date, as a matter of right, without personally appearing before the council on the scheduled hearing date, provided a written request for the continuance must be delivered to

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

the city clerk by noon on the day prior to the scheduled public hearing. Any person who has once obtained a continuance by any procedure, may not obtain a subsequent continuance by notifying the city clerk as provided in this Rule 6.F.a(i).

- (ii) who wants to obtain a continuance of the hearing beyond the second regular meeting after the original scheduled hearing date, or has not notified the city clerk as provided in Rule 6.F.4.a(i), may obtain a continuance only by appearing before the council at the time the original hearing is scheduled and requesting a continuance. This continuance is not a matter of right and will not be granted unless the council is satisfied that good cause exists for the continuance and that a substantial number of people will not be inconvenienced by such continuance.
  - (iii) who has once obtained a continuance of a hearing either by notice to the city clerk per Rule 6.F.4.a(i) or by personal appearance per Rule 6.F.4.a(ii), may obtain a further continuance only by appearing before the council at the scheduled hearing and satisfying the council that extraordinary circumstances exist that would justify this second continuance.
  - (iv) who has twice obtained a continuance of a hearing, may obtain an additional continuance only by appearing before the council at the scheduled hearing and satisfying the council that a miscarriage of justice would result from the refusal of the council to grant a continuance.
- b. City staff may obtain a continuance based on the need of the originating department or on behalf of a council member. Department staff may request, via the city clerk, as many continuances as needed to complete and ready the project or appeal for the hearing process; however, staff may not serve as a requestor on behalf of an applicant or appellant.
  - c. Any organized group of residents or neighborhood associations, not recognized as an applicant or appellant, may contact their council member and request a continuance as needed to complete and ready the project or appeal for the hearing process. The council member, in his or her sole discretion, may request the council approve the continuance for good cause.
  - d. At the meeting when the hearing is scheduled, but before the hearing starts, any council member may request the council approve a continuance.
  - e. Disputes regarding the length of a continuance will be decided by the council at the scheduled hearing if city staff or the city clerk cannot obtain mutual agreement between the parties beforehand.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **G. Teleconferenced Meetings**

Members of the public may address the council via teleconference or other electronic device only in conjunction with a members' attendance at a duly-noticed teleconference location set in accordance with the Brown Act.

### **H. Televised Meetings**

Meetings held in the council chambers are generally telecast via facebook live and available on the city's official website.



**CHAPTER 7- MEETING AGENDAS**

**A. Requirements for Agenda Item Submission**

1. The city manager and city clerk shall develop the agenda for council meetings in consultation with the mayor and mayor pro tem.
2. Council members may submit items for inclusion on a future agenda by orally making the request under City Council Report and Requests and receiving a concurrence of council.
3. Council members may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
4. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda
5. Outside agencies may submit agenda items in accordance with the following:
  - a. Items from outside agencies must be sponsored for agenda placement by council members or department staff; and
  - b. All agenda items must be submitted in accordance with the agenda packet submission and preparation requirements.

**B. Declaration of Policy**

1. No ordinance, resolution, motion, or item of business shall be introduced or acted upon at a meeting of a legislative body of the city without it appearing on a duly noticed and posted agenda in accordance with the Brown Act. Exceptions to this rule are limited to those provided by state law.
2. No ordinance, resolution, motion, or item of business will be considered that:
  - a. does not affect the conduct of the business of the City of Lemoore or its powers or duties as a municipal corporation, or
  - b. supports or disapproves of any legislation or action
    - (i) of the State of California;
    - (ii) of the Congress of the United States; or
    - (iii) before any officer or agency of the state or nation,unless the proposed legislation or action, if adopted, will affect the conduct of the municipal business or the powers or duties of the City of Lemoore or its officers or employees.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

- c. Rule 7.B.2 may be invoked only before public comment or council deliberation on the matter and by three affirmative votes on the question: "Shall the council consider this matter?"

### **C. Procedures for Submission of Reports**

1. A written staff report should be prepared and submitted to agenda review in accordance with the agenda review procedure.
2. Staff reports shall include a section reflecting review by the city attorney as appropriate.

"Continued" items do not require a new report if there are no changes other than the agenda date. If there is any other change, a new report meeting all applicable requirements must be submitted.

### **D. Written Communications from the City and the Public**

1. The city clerk shall manage communications to council members regarding meeting topics to ensure compliance with the Brown Act.
  - a. Except for records exempt from disclosure under the California Public Records Act<sup>4</sup> and otherwise by law, agendas or any other writings distributed to all or a majority of the council members for discussion or consideration at a public meeting are disclosable to the public, and shall be made available upon request without delay.
  - b. Materials distributed to the council members during the meeting shall be available for viewing by the public during the meeting if the materials were prepared by the city or a council member, or at the conclusion of the meeting if prepared by another person.<sup>5</sup>
2. Interested parties or their authorized representatives may address the council by written communications regarding agenda items.
  - a. Written communications received by the city clerk prior to posting of agenda will be included in the agenda packet material. Written communications received by the city clerk after that deadline will be delivered to council members at the city council meeting if related to an item on that meeting agenda.
  - b. Documents (10 copies recommended) that members of the public submit to the city council at the meeting shall be given directly to the city clerk for distribution and shall not be given directly to the council. The documents will be available to the public.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **E. Preparation of the Agenda Packet**

1. No later than noon on the Friday prior to each regularly scheduled meeting, the city clerk shall finalize the agenda packet.
2. Agenda Packet Contents.
  - a. The agenda packet shall include the agenda, the staff reports, draft resolutions and ordinances, contracts, and other attachments. Items noted as "To Be Delivered" on the agenda will be delivered prior to the start of the council meeting and published to the city's website no later than the following day. No item shall be required to be considered by the council if the applicable written material is not delivered to the council before the agenda item is discussed and made available to the public at the same time.
  - b. Corrections or supplements to a staff report or other written materials already included in the agenda packet may be delivered separately.
  - c. All agreements on the agenda shall be available for review by the council and the public prior to the meeting, or at the meeting location during the meeting, unless determined otherwise by the city attorney.
  - d. Unless waived by a 2/3 vote of council, all labor agreements and all agreements greater than \$1,000,000 shall be posted on the city's website and be made available to the public at least 10 days prior to council action.

### **F. Distribution of the Packet**

1. The city clerk shall distribute the agenda packet to the council members and persons requesting copies of the agenda packet no later than Friday at noon prior to the regularly scheduled meeting.

Paper or electronic copies of the agenda packet shall be available for the news media and other such organizations, agencies, institutions, or persons who so subscribe.

### **G. Posting of Agenda**

1. The city clerk shall post the agenda of each regular or adjourned regular meeting of the legislative body at least 72 hours in advance of the meeting in a location that is freely accessible to members of the public as required by the Brown Act.
2. The city clerk shall maintain an affidavit indicating the location, date, and time of posting each agenda.
3. Agendas will generally be published to the city's website by the end of business on the Friday before regular meetings.
4. Agenda reports including attachments, exhibits, and agreements will generally be published to the city's website by end of business on the Friday before regular meetings.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

5. If technical difficulties occur, the agenda and reports will be published on the city's website as soon as those difficulties are resolved.

### **H. Failure to Meet Agenda Deadlines**

1. The city clerk shall not, without the consent of the city manager or city attorney, accept any agenda item or revised agenda item after the deadlines established and noted in these Rules.

### **I. Exceptions to the Agenda Requirement**

1. Matters not included on the published agenda may be discussed and acted upon by the legislative body only in the following situations:
  - a. at a meeting during which a majority of the council members determine in open session that the matter in question constitutes an "emergency"<sup>6</sup>; or
  - b. Upon a determination by two-thirds of the council members, or if less than two-thirds are present by unanimous vote of the council members present, that:
    - i) there is a need to take immediate action; and
    - ii) the need for action came to the attention of the city after the agenda had been posted; or
  - c. the item was posted for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

### **J. Types of Agenda Items**

1. Closed Sessions-confidential discussions with the legislative body as permitted by the Brown Act.
2. Ceremonial Matters-the presentation and receipt of ceremonial resolutions and celebrations not requiring formal legislative body action.
3. Administrative Matters-consent items making clerical corrections to previous legislative documents and to ensure accurate legislative history.
4. Consent Calendar-considered one item, consisting of matters routine in nature and not likely to be subject to debate or inquiry by the council members or the public; typically adopted in one motion.
5. Public Hearings-duly noticed hearings as mandated by local, state, or federal law, providing an opportunity for public review and comment of a proposed action by the council.
6. New Business-non-routine items requiring an oral presentation and discussion before action is taken.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

7. Information Items-items when staff is required by federal or state law or city code to inform council of an issue when authority has been delegated to a person, position, board, or commission.
8. Public Comment-oral communications from the public regarding matters not on the agenda but within the subject matter jurisdiction of the city.
9. City Council Reports and Requests:
  - a. Brief oral or written reports summarizing meeting or conference attendance at city expense, as required by AB 1234;<sup>7</sup>
  - b. Requests that city manager or staff report on various issues;
  - c. Requests to place items on a future council meeting agenda (consensus by council must be received);
  - d. Reports on district and citywide activities or news.

### **K. Ordinances and Non-Binding Resolutions**

1. Ordinances on the agenda may be passed for publication or adopted in accordance with established procedures.
2. Ordinance changes during the review and adoption process.
  - a. The text of an ordinance receiving the necessary votes to bring the matter to council shall be the text that is included in the published agenda as pass-for-publication.
  - b. The text of an ordinance passed for publication shall be the text that is included in the published agenda for the meeting at which the adoption of the ordinance is discussed.
  - c. Notwithstanding subsections a, b, and c, typographical and clerical errors may be corrected at any time during the ordinance review and adoption process.
  - d. If a staff member intends to make a substantive (i.e., anything not typographical or clerical) change to an ordinance after it is included in a published agenda, at or before the time the ordinance adoption item is called on the agenda the staff member shall distribute sufficient written copies of the proposed change so that all other members, the council members, relevant city staff, and the public audience have copies.
  - e. Consideration of a proposed substantive change from the ordinance text that was included in the published agenda shall be continued until the next regular council meeting unless another meeting date is approved by council.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

- f. If the council's motion to adopt an ordinance includes a change to the ordinance text from that published in the agenda, prior to the vote the city attorney or city clerk shall repeat verbatim the proposed change or otherwise indicate the change is reflected in the circulated written copy of the change.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

### CHAPTER 8 – CONDUCT OF MEETING

#### A. Call to Order – Mayor

1. The mayor, or in the mayor's absence the mayor pro tem, shall take the chair at the hour appointed for the meeting and shall immediately call the meeting of the council to order.
2. In the absence of the mayor and mayor pro tem, the clerk shall call the meeting to order and a mayor *pro tempore* shall be appointed from the members present.
3. Upon the arrival of the mayor, the mayor pro tem or mayor pro tempore shall immediately relinquish the chair at the conclusion of the business then before the council.

#### B. Roll Call/Attendance

1. A majority of the members of the council then in office and present within the city limits of Lemoore shall constitute a quorum.
2. Before the council proceeds with the business before it, the city clerk shall call the roll and note the council members present for the minutes. The late arrival of council members shall be entered into the minutes.
3. A council member shall be considered present at a meeting if the member is either physically in the council chamber or is participating in the meeting through teleconference in accordance with the Brown Act. Meeting attendance of council members through teleconference will be permitted on a case by case basis, determined by the majority of council.
4. Council members attending a council meeting through a teleconference are counted when determining a quorum unless they are not within the city limits of Lemoore
5. Council members must be physically present at the council chamber dais or teleconference location to vote. Proxy or absentee voting is not permitted.

#### C. Order of Discussion

The order of business is typically carried out as listed on the agenda or as set out below; however, the mayor may reorder the items, unless council members object. Council members may request items be reordered by motion.

1. Public Comment will be held at the beginning of the meeting.
2. Consent Calendar items removed for discussion
  - a. Council members or the city manager may request that an item be removed from the Consent Calendar for separate consideration
  - b. Members of the public wishing to have an item removed from the Consent Calendar for separate consideration may make a request to a council member

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

or the city manager prior to the beginning of council meeting.

- c. All matters remaining on the Consent Calendar shall be approved by a single action, such single action to have the legal effect of individual action on each matter.
- d. If Consent Calendar items are removed, they shall be discussed immediately after adoption of the balance of the Consent Calendar.

### 3. Public Hearings.

- a. The order of public hearings will generally be as follows:
  - (i) Staff comments, information, and reports, followed by council member questions.
  - (ii) Proponent, if applicable, speaks, followed by council member questions.
  - (iii) Opponent, if applicable, speaks, followed by council member questions.
  - (iv) If the public hearing is on an appeal that does not require council *de novo* review, then the appellant (opponent) speaks before the applicant (proponent) in accordance with the allotted time.
  - (v) Public comments.
  - (vi) If the public hearing is a *de novo* review appeal, the applicant speaks in rebuttal, but if not a *de novo* review appeal, the appellant speaks in rebuttal.
  - (vii) Closure of public comment.
  - (viii) Further council member discussion
  - (ix) Motion to close public hearing and take action. See Rule 6.F regarding continuances.
- b. The mayor may direct speakers to avoid repetition in order to permit maximum information to be provided the council within the time allotted to the hearing.

### 4. New Business.

- a. The order of discussion after introduction of an item by the mayor will generally be as follows:
  - (i) Staff comments, information, and reports, followed by questions from the council members.
  - (ii) Public comments and information, followed by questions from the council members.
  - (iii) Member discussion, motion, and action.
- b. Once the item is placed before the council for discussion, motion, or action, no member of staff or the public shall be allowed to address the council without the consent of the mayor or council members.



## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **D. Oral Communications from the Audience**

5. As required by the Brown Act, a portion of each council meeting agenda will provide an opportunity for members of the public to address the council on any agenda item, including closed session and consent calendar items. Regular meeting agendas also will provide for public comment on any unagenda item that is within the subject matter jurisdiction of the city.
6. In response to public comment on non-agenda items, the council members may individually:
  - a. briefly respond to statements made or questions posed by members of the public;
  - b. ask questions for clarification;
  - c. provide a reference to staff or other resources for factual information or response;
  - d. request staff, with consensus of council, to report to the council at a subsequent meeting; and
  - e. request staff, with consensus of council, to place a matter of business on a future agenda as needed.

### **E. Quorum Call**

1. During the course of the meeting, should the presiding officer note a quorum is lacking, the mayor shall call this fact to the attention of the city clerk.
2. The mayor then shall issue a quorum call. If a quorum has not been restored within two minutes of a quorum call, the mayor may declare a recess for a reasonable period of time in order to reestablish a quorum.
3. If no quorum is reestablished within a reasonable time, the mayor shall adjourn the meeting.

### **F. Obtaining the Floor**

1. Any council member wishing to speak must first obtain the floor by being recognized by the mayor. The mayor shall recognize any council member who seeks the floor when appropriately entitled to do so.
2. With the concurrence of the mayor, a council member holding the floor may address a question to another council member and that council member may respond while the floor is still held by the member asking the question. A council member may opt not to answer a question while another member has the floor.

### **G. Motions**

1. *Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century* shall be used for the management of motions.

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

### H. Voting

1. Requirements for Action.
  - a. Unless a higher vote is required by the city charter, the city code, or otherwise by law, the affirmative votes of at least three members of the council shall be required:
    - (i) for the council to take action on an item of business;
    - (ii) to pass any ordinance, resolution, or motion; or
    - (iii) to make or approve any order for the payment of money requiring council approval.
  - b. Any ordinance declared by the council to be necessary as an emergency measure and containing a statement of the facts constituting such emergency as provided in the city charter may be introduced and adopted at the same meeting if passed by at least four affirmative votes, even if only four council members are present
2. Voting Disqualification.
  - a. A council member shall not vote upon any matter on which the member is disqualified due to a conflict of interest, or any quasi-judicial action regarding that in which the member is biased.
  - b. A council member shall openly state an abstention due to a conflict of interest or bias.
  - c. A council member who is abstaining due to a financial conflict of interest shall publicly identify the financial interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
  - d. As to any other conflict of interest, the council member's determination may be accompanied by an oral or written disclosure of the conflict of interest.
  - e. A council member who is disqualified by a conflict of interest in any matter shall not remain on the dais during the discussion and shall not vote on that matter. However, the council member may remain on the dais for Consent Calendar items if the council member states the abstention from the vote due to the described conflict of interest before the Consent Calendar is voted on in one motion.
3. Voting.
  - a. Voting is requested by the mayor with a roll call vote.

**CHAPTER 9 – COUNCIL REQUESTS**

**A. General**

1. Council requests that deal with policy issues and council requests that may be construed as direction shall be directed to the city manager, except for general inquiries or questions, in which case the council may go to the department directors or key staff in the City Manager's Office. Council members may also deal directly with the city attorney or other staff appointed by the council.
2. Council requests requiring funding must go through the city manager. The city manager shall respond in a timely manner.
3. Council requests to prepare or consider new ordinances or non-binding resolutions shall be made in accordance with Rule 7A.

**CHAPTER 10 – VACANCIES**

**A. Deemed Vacancies**

1. Absence from five consecutive regular meetings without good cause shall operate to vacate the seat of the council member so absent. Good cause shall mean any absence which is due to illness, injury, accident or other reasons which prevent attendance not of willful intent; and
2. A vacancy also occurs when any of the events prescribed in California Government Code § 1770 occur before the expiration of the council member term.

**B. Procedures for Filling Vacancies**

1. A vacancy in the office of council member shall be filled within 60 days from the commencement of the vacancy by appointment or by calling a special election to fill the vacancy.
  - a. If the council fills the vacancy by appointment, the person appointed to fill the vacancy shall reside in the district so vacant, be otherwise qualified, and shall hold office pursuant to one of the following:
    - i. If the vacancy occurs in the first half of the term of office and at least 130 days prior to the next general municipal election, the person appointed to fill the vacancy shall hold office until the next general municipal election and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the original term of office.
    - ii. If the vacancy occurs in the first half of the term of office, but less than 130 days prior to the next general municipal election, or if the vacancy occurs in the second half of the term of office, the person appointed to fill the vacancy shall hold office for the unexpired term of the former incumbent.
  - b. If the council calls a special election, the special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person elected to fill a vacancy must reside in the district so vacant and be otherwise qualified. A person elected to fill a vacancy holds office for the unexpired term of the former incumbent.
2. Notwithstanding the appointment procedures in this Chapter 10, an appointment shall not be made to fill a vacancy on a city council seat if the appointment would result in a majority of the members serving on the council having been appointed.

**CHAPTER 11– FACILITIES**

**A. Council Chamber Capacity**

Council chamber attendance is limited to the posted seating capacity. The city manager shall appropriately regulate entrance to the council chamber when the council chamber capacity is likely to be exceeded. If possible, the meeting will be relocated to accommodate a larger crowd. When legislative bodies are in session, members of the public shall not remain standing in the seating area or aisles of the council chamber. Sitting on the floor is not permitted. The Lemoore Police Department shall enforce this chapter.

For health and safety reasons of the public, council may relocate the meeting as necessary.

**CHAPTER 12 - CITY COUNCIL  
COMMITTEES/REGIONAL ORGANIZATIONS**

**A. General**

1. The mayor will recommend possible appointments to council of members to standing committees, ad hoc committees, regional organizations, and joint powers agencies. Consensus of council is required.
2. A standing committee is a permanent committee of the council established to consider subjects of a particular class, with regularly scheduled meeting dates and times.
3. An ad hoc committee is a temporary committee of the council established for a special purpose and of limited duration.
4. Standing and ad hoc committees have fact-finding, informative, and recommendatory powers only, and such other powers as delegated by the council.
5. The council intends that council committees, to the extent possible, conduct a full hearing on any matter referred to that committee before the committee refers the matter back to the council.
6. The city clerk shall maintain and keep on file a list of the standing committees, ad hoc committees, regional organizations, and joint powers agencies to which council members are appointed.

**B. Ad Hoc Committees**

1. Establishment.
  - a. The majority of the council may request the creation of an ad hoc committee
  - b. The city manager or department director, together with the city attorney, shall work with the appropriate supporting department(s) and determine the scope and approximate duration the ad hoc committee will be needed.
  - c. The department director shall submit a request to the mayor, with a copy to the city clerk, requesting the creation of and appointment of up to four members to an ad hoc committee. All ad hoc committee member recommendations must have the consensus of council.
2. Scheduling; Meetings.
  - a. Once an ad hoc committee has been established, all meeting requests shall be directed to the city clerk for coordination with member's calendars and to set a meeting location. Once confirmed, the city clerk shall notify the council members, city manager (or designee), and the city attorney (or designee) of the meeting details.
  - b. Council members who are not members of an ad hoc committee shall not attend meetings of that ad hoc committee.

## **CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE**

### **3. Dissolution.**

- a. Once an ad hoc committee has completed its task, the supporting department shall submit a report to the mayor, with a copy to the city clerk, stating completion of the ad hoc committee tasks and request the dissolution of the ad hoc committee.
- b. An ad hoc committee is automatically dissolved one year after its first meeting, unless it is dissolved earlier under Rule 12.C.3.a.
- c. The City Clerk will provide a periodic report to Council announcing the dissolution of ad hoc committees.

### **C. Regional Organizations**

The mayor shall appoint council representatives to the regional organizations and joint powers agencies listed in the documents maintained by the city clerk, with consensus of council.

**CHAPTER 13 – BOARDS, COMMISSIONS  
AND COMMITTEES**

**A. Vacancies and Appointments**

1. When any vacancy occurs on a board, commission or council committee, the city clerk shall announce that vacancy pursuant to the standard outreach procedures. For routine vacancies, the announcement is made approximately two months prior to the date on which the vacancy is to occur. For non-routine vacancies, the announcement is made as soon as possible in order to maintain viable memberships on the various boards and commissions. The vacancy will be advertised for no less than 30 days. The City Clerk's Office maintains the board and commission files, and performs all clerical and administrative support tasks related to the application process.
2. At the close of the application period, all applications received for the vacancy are referred by the clerk to the mayor for review and recommendation.
3. After reviewing the submitted nomination(s), the mayor shall make a recommendation to fill the vacancy at the next regular council meeting. All applications will be included with the recommended nomination to council.
4. At the next regular council meeting, the council shall vote whether to confirm the appointment. Consensus of at least two council members is required.
5. If the council does not approve the appointment, discussion shall take place and another recommendation shall be made. Council shall vote whether to confirm the new appointment.
6. At the direction of the council, all vacancies, application periods, and close of application periods for boards and commissions shall be monitored and maintained by the city clerk in compliance with the Maddy Act.<sup>14</sup>
7. In making nominations and appointments to city boards and commissions, the mayor and council members should consider persons of various ethnicities, ages, genders, education, and occupational experience as reflected in the general population of the city; and should, as appropriate for the vacancy, consider persons from all districts of the city.



- 1 California Government Code, § 54950 et seq.
- 2 California Government Code, § 53234 et seq.
- 3 California Government Code, § 6250 et seq.
- 4 California Government Code, § 54957.5(b).
- 5 Government Code section 54957.5(b)
- 6 California Government Code, § 54956.5.
- 7 AB 1234, codified at California Government Code, § 53232.3.
- 8 City of Lemoore Code of Conduct for City Council, Boards, Commissions and Council Committees (Attachment A)

**et seq.** *abbr. Lat.*

et sequens (and the following one or ones)

**Non-Binding Resolution**

A non-binding resolution is a resolution in which the council declares its position and opinions on an issue, policy, or other matter that the council lacks legal authority to establish or regulate, but that the council determines is of such importance that the council should make the symbolic gesture of adopting a resolution declarative of council's position.

**Quasi-judicial**

Quasi-judicial action means any council action that implicates constitutionally protected property or liberty interests, such as issuance or denial of discretionary land use permits, subdivision maps, business licenses, and other similar action in which a property interest is at stake and the council is charged with applying legal standards to a specific factual situation.



**CITY OF LEMOORE  
CODE OF CONDUCT FOR CITY COUNCIL, BOARDS,  
COMMISSIONS AND COUNCIL COMMITTEES**

The Code of Conduct is supplemental to the Lemoore Municipal Code and the Code of Ethics and applies to the City Council and all members of City advisory boards, commissions and committees. The Code of Conduct describes how Lemoore officials treat each other and work together for the common good of the community. Conducting the City's business in an atmosphere of respect and civility is the underlying theme in this code. City Officials are responsible for holding themselves and each other accountable for displaying actions and behaviors that consistently model the ideals expressed in the code.

Implicit in the Code of Conduct is recognition of the worth of individual members and an appreciation for their individual talents, perspectives and contributions. The Code will ensure an atmosphere where individual members, staff and the public are free to express their ideas and work to their full potential.

*As a City Official of the City of Lemoore, I agree to these principles of conduct.*

*We consistently demonstrate the principles of professionalism, respect and civility in working for the greater good of Lemoore.*

*We assure fair and equal treatment of all people.*

*We conduct ourselves both personally and professionally in a manner that is above reproach.*

*We refrain from abusive conduct, personal charges or verbal attacks on the character or motives of Council members, commissioners, staff and the public.*

*We take care to avoid personal comments that could offend others.*

*We show no tolerance for intimidating behaviors.*

*We listen courteously and attentively to all public discussions and treat all people the way we wish to be treated.*

*We serve as a model of leadership and civility to the community.*

*Our actions inspire public confidence in Lemoore government.*

*Keeping in mind the common good as the highest purpose, we will focus on holding efficient meetings that achieve constructive solutions for the public benefit.*

## CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

*We work as a team to solve problems and render decisions that are based on the merits and substance of the matter.*

*We respect differences and views of other people.*

*We adhere to the principles and laws governing the Council / Manager form of government and treat all staff with respect and cooperation.*

*We will refrain from interfering with the administrative functions and professional duties of staff.*

*We will not publicly criticize individual staff but will privately communicate with the City Manager any concerns about a Department or Department Head or Staff person.*

*We will refrain from negotiating or making commitments without the involvement and knowledge of the City Manager.*

*We will work with staff in a manner that consistently demonstrates mutual respect.*

*We will not discuss personnel issues, undermine management direction, or give or imply direction to staff.*

*We will communicate directly with the City Manager, Department Heads or Designated Staff contacts when asking for information, assistance or follow up.*

*We will not knowingly blindsides one another in public and will contact staff prior to a meeting with any questions or issues.*

*We will not attend City Staff Meetings unless requested by staff.*

I acknowledge that I have received and read this Code of Conduct.

---

Name

---

Date

# CITY OF LEMOORE-COUNCIL RULES OF PROCEDURE

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## Staff Report

**To:** Lemoore City Council  
**From:** Janie Venegas, City Clerk / Human Resources Manager  
**Date:** April 13, 2018 **Meeting Date:** April 17, 2018  
**Subject:** Activity Update

<b>Strategic Initiative:</b>	<input type="checkbox"/> Safe & Vibrant Community	<input type="checkbox"/> Growing & Dynamic Economy
	<input type="checkbox"/> Fiscally Sound Government	<input type="checkbox"/> Operational Excellence
	<input type="checkbox"/> Community & Neighborhood Livability	<input checked="" type="checkbox"/> Not Applicable

### Reports

- |                               |                |
|-------------------------------|----------------|
| ➤ Warrant Register – FY 17/18 | March 29, 2018 |
| ➤ Warrant Register – FY 17/18 | April 6, 2018  |
| ➤ Warrant Register – FY 17/18 | April 11, 2018 |

# Warrant Register 3-28-18

PEI  
DATE: 04/02/2018  
TIME: 08:33:18

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4211 - CITY COUNCIL

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		5,862.00	.00	FEBRUARY 18 SERVICES
TOTAL						.00	5,862.00	.00	
TOTAL					CITY COUNCIL	.00	5,862.00	.00	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		1,440.00	.00	FEBRUARY 18 SERVICES
9 /18	03/29/18	21		57120	6377 THE CRISCOM COMP		3,750.00	.00	APRIL 18 CALI ADVOCAC
9 /18	03/29/18	21		57120	6377 THE CRISCOM COMP		3,750.00	.00	FEB18 CALI LOBBYING
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		4,298.04	.00	FEBRUARY 18 SERVICES
9 /18	03/29/18	21	8233	-01 57130	6904 FORTUNE FIVE VEN		1,994.00	-1,994.00	FORTUNE FIVE MARKETING-WE
TOTAL					PROFESSIONAL CONTRACT SVC	.00	15,232.04	-1,994.00	
TOTAL					CITY MANAGER	.00	15,232.04	-1,994.00	

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DATE: 04/02/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4214 - CITY CLERK'S OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4330									
9 /18	03/29/18	21		57146	5236 KINGS COUNTY REC		339.00	.00	JANUARY2018
TOTAL						.00	339.00	.00	
TOTAL					CITY CLERK'S OFFICE	.00	339.00	.00	

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DATE: 04/02/2018  
TIME: 08:33:18

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 4  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		36.00	.00	FEBRUARY 18 SERVICES
TOTAL						.00	36.00	.00	
TOTAL						.00	36.00	.00	

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CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 5  
 AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
 ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4216 - PLANNING

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
	9 /18	03/29/18	21	57145	2540 COUNTY OF KINGS		2,108.55	.00	LAFCO EXPENSES
	9 /18	03/29/18	21	57158	5609 LOZANO SMITH, LL		954.00	.00	FEBRUARY 18 SERVICES
	9 /18	03/29/18	21	57184	0858 STATE BOARD OF E		1,200.00	.00	BOARD EQUA. FEE
TOTAL					PROFESSIONAL CONTRACT SVC	.00	4,262.55	.00	
TOTAL					PLANNING	.00	4,262.55	.00	

PEI  
DATE: 04/02/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 6  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		108.00	.00	COM ETR COOLER/BUNGEE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		141.44	.00	PUNCH DOWN TOOL/KEY
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		146.30	.00	WHT GFCI/BLKELECTAPE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		169.38	.00	16PK AAABATTERIES
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		180.14	.00	HEAD 17LB TAMPER
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		9.11	.00	WTHR STRIP
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		9.35	.00	WHT T CAP/THREADED
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		9.63	.00	2PK GLUE TRAP
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		9.63	.00	FUR FILTER
9 /18	03/29/18	21		57112	2045 BUDDY'S TROPHIES		10.73	.00	12X2 SILV ALUM NATHAN
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		31.39	.00	DRYDEX/SRYTEXSPRAY/
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		34.23	.00	KEYBLANK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		21.62	.00	WHT LTX SEALANT/SAND
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		23.23	.00	PUTTY KNIVES/ROOFCEME
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		28.39	.00	PRIMER SPRAY/TRAY SET
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		42.88	.00	U BULB
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		42.88	.00	ENER 8PK D BATTERY
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		53.59	.00	LED A19 BULB
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		71.98	.00	BLU TAPE/ROLLER/BRUSH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		82.52	.00	AA ALK BATTERY/9V
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		20.12	.00	LGS BLK ENAMEL
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		21.40	.00	LOCK KEY BLANK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		18.20	.00	BATTERIES/EYEBOLT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.49	.00	ENAMEL
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.93	.00	24X5 CLOTH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.37	.00	HARDWARE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		15.53	.00	3PK GRAY/LIGHT CONTRO
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		4.28	.00	LOCK KEY BLANK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.34	.00	LTX GLOVES
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.67	.00	PAINT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		6.95	.00	COLOROX SPRAY/BLEACH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		7.49	.00	GLAZ COMPOUND
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		7.58	.00	NUT&BOLTS
TOTAL					OPERATING SUPPLIES	.00	1,379.77	.00	
4310					PROFESSIONAL CONTRACT SVC				
9 /18	03/29/18	21		57103	1259 ADVANCED PEST CO		50.00	.00	BREAK ROOM ROACHES
9 /18	03/29/18	21		57176	5287 RES COM PEST CON		38.00	.00	411 W D ST PEST CTRL
9 /18	03/29/18	21		57125	6283 ERIK SURWILL		1,369.50	.00	JANI WORK FEB-3/2018
TOTAL					PROFESSIONAL CONTRACT SVC	.00	1,457.50	.00	
4350					REPAIR/MAINT SERVICES				
9 /18	03/29/18	21		57133	1257 GIBSON ENTERPRIS		97.00	.00	GATE SERVICE CALL
TOTAL					REPAIR/MAINT SERVICES	.00	97.00	.00	
TOTAL					MAINTENANCE DIVISION	.00	2,934.27	.00	

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PEI - FUND ACCOUNTING

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 7  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4350									REPAIR/MAINT SERVICES

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DATE: 04/02/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 8  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
9 /18	03/29/18	21	8390	-01 57193	6944 US NIGHT VISION		3,095.00	-3,095.00	USNV PVS-14A GEN 3 AUTO-G
9 /18	03/29/18	21	8390	-02 57193	6944 US NIGHT VISION		224.39	-224.39	SALES TAX
9 /18	03/29/18	21	8390	-03 57193	6944 US NIGHT VISION		20.00	-20.00	SHIPPING
TOTAL						.00	3,339.39	-3,339.39	
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		4,950.00	.00	FEBRUARY 18 SERVICES
TOTAL						.00	4,950.00	.00	
4320									
9 /18	03/29/18	21	8391	-01 57105	6945 AVENAL GUN CLUB		800.00	-800.00	MEMBERSHIPS FOR LPD OFFIC
9 /18	03/29/18	21		57113	6127 CALIFORNIA NARCO		25.00	.00	CERTIF. FEE NARCOTIC
9 /18	03/29/18	21		57113	6127 CALIFORNIA NARCO		25.00	.00	CERTIF. FEE NARCOTIC
TOTAL						.00	850.00	-800.00	
4360									
9 /18	03/29/18	21		57142	6348 JONATHAN GILES		70.00	.00	PER DIEM TRAINING
9 /18	03/29/18	21		57177	T2034 ROGELIO AVELAR		70.00	.00	PER DIEM TRAINING
9 /18	03/29/18	21		57195	T2239 WILLIAM JASON ST		70.00	.00	PERDIEM TRAINING
9 /18	03/29/18	21		57148	T2228 KODY ROGERS		70.00	.00	PER DIEM TRAINING
TOTAL						.00	280.00	.00	
TOTAL						.00	9,419.39	-4,139.39	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 9  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4222 - FIRE

ACCOUNT DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220				OPERATING SUPPLIES				
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		47.78	.00	HARDWARE
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		54.67	.00	
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		34.82	.00	AERO CLEAN SYSTEM
9 /18 03/29/18 21 8392	-01	57122	0126 L.N. CURTIS & SO		1,656.00	-1,656.00		4XR MULTIGAS DETECTORS
9 /18 03/29/18 21 8392	-02	57122	0126 L.N. CURTIS & SO		120.06	-120.06		SALES TAX
9 /18 03/29/18 21 8392	-03	57122	0126 L.N. CURTIS & SO		19.51	-19.51		SHIPPING
9 /18 03/29/18 21 8372	-01	57116	2161 CASCADE FIRE		4,590.00	-4,590.00		DEX-PRO GLOVES
9 /18 03/29/18 21 8372	-02	57116	2161 CASCADE FIRE		332.78	-332.78		SALES TAX
TOTAL				OPERATING SUPPLIES	.00	6,855.62	-6,718.35	
4230				REPAIR/MAINT SUPPLIES				
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		8.56	.00	LOCK KEY BLANK
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		66.03	.00	RED ENAMEL
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		104.09	.00	ARMOR CONECTOR/PLUG/9
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		167.72	.00	12OZ RED PAINT/FILTER
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		35.14	.00	NUTS&BOLTS
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		36.44	.00	POCKHIGHLIGHTER ASST
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		31.08	.00	STUD FINDER/TORPEDO L
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		43.51	.00	COUNTYERSINK/NUTS&BOL
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		43.93	.00	WALL DR STOP/ALUDRBOT
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		2.68	.00	DRAWE/CAB LOCK/SSCAB
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		2.99	.00	18BUTT CONNECTOR
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		14.98	.00	MP BASIC POLY BRUSH/
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		12.62	.00	HAND/NAIL BRUSH
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		17.15	.00	18" BULLDOZER PUSH BR
9 /18 03/29/18 21			57156	0304 LEMOORE HARDWARE		19.27	.00	LOCK KEY BLANK
TOTAL				REPAIR/MAINT SUPPLIES	.00	606.19	.00	
4310				PROFESSIONAL CONTRACT SVC				
9 /18 03/29/18 21			57158	5609 LOZANO SMITH, LL		198.00	.00	FEBRUARY 18 SERVICES
TOTAL				PROFESSIONAL CONTRACT SVC	.00	198.00	.00	
TOTAL				FIRE	.00	7,659.81	-6,718.35	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 10  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		904.26	.00	FEBRUARY 18 SERVICES
TOTAL						.00	904.26	.00	
TOTAL						.00	904.26	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 11  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		15.00	.00	MWR .155 TRIM LINE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		30.01	.00	TRIM LINE
TOTAL						.00	45.01	.00	
4310									
9 /18	03/29/18	21	8046	-01 57127	5758 MARK FERNANDES		115.87	-115.87	MAINTENANCE OF LANDSCAPE
9 /18	03/29/18	21	8046	-01 57127	5758 MARK FERNANDES		269.47	-269.47	MAINTENANCE OF LANDSCAPE
9 /18	03/29/18	21	8046	-02 57127	5758 MARK FERNANDES		38.60	-38.60	ADDITIONAL COST TO FIX, R
9 /18	03/29/18	21	8046	-02 57127	5758 MARK FERNANDES		89.77	-89.77	ADDITIONAL COST TO FIX, R
9 /18	03/29/18	21	8046	-03 57127	5758 MARK FERNANDES		60.53	-60.53	POLICE DISPATCH LANDSCAPE
9 /18	03/29/18	21	8046	-03 57127	5758 MARK FERNANDES		140.76	-140.76	POLICE DISPATCH LANDSCAPE
9 /18	03/30/18	21	5291	-01	5291 CEN-CAL PAVING,		.00	-6,214.00	PROVIDE LABOR AND MATERIA
TOTAL						.00	715.00	-6,929.00	
4350									
9 /18	03/30/18	21	8164	-01	5291 CEN-CAL PAVING,		.00	-6,214.00	PROVIDE LABOR AND MATERIA
TOTAL						.00	.00	-6,214.00	
TOTAL						.00	760.01	-13,143.00	

PEI  
DATE: 04/02/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 12  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4241 - PARKS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
					OPERATING SUPPLIES				
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		32.16	.00	TOIL SEAT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		12.32	.00	BRS HOLE PLATE
9 /18	03/29/18	21		57183	6117 SIGN WORKS		145.41	.00	.080" ALUMINUM BLANK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		253.05	.00	PLAS TOIL SEAT/BLKCAN
TOTAL					OPERATING SUPPLIES	.00	442.94	.00	
TOTAL					PARKS	.00	442.94	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 13  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
9 /18	03/29/18	21		57123	6856 DIZTINCT GRAFFIX		315.32	.00	GILDAN 50/50 1YS,1YM,
9 /18	03/29/18	21		57178	6669 RTS RACE TIMING		625.00	.00	ST PATTY 5K
9 /18	03/29/18	21		57112	2045 BUDDY'S TROPHIES		106.18	.00	5KTROPHY(STPATSDAY)
9 /18	03/29/18	21	8116	-01 57118	6150 CLASSIC SOCCER		2,244.74	-2,244.74	YOUTH SPORTS JERSEYS - 20
9 /18	03/29/18	21	8116	-01 57118	6150 CLASSIC SOCCER		2,612.61	-2,612.61	YOUTH SPORTS JERSEYS - 20
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		12.84	.00	KEYBLANK
TOTAL					OPERATING SUPPLIES	.00	5,916.69	-4,857.35	
4310					PROFESSIONAL CONTRACT SVC				
9 /18	03/29/18	21		57104	6924 ASHLY MARIE WIER		49.00	.00	MAR18 YOGA/PILATES/ST
9 /18	03/29/18	21		57186	6810 STEPHANIE BILLIN		63.00	.00	PEEWEE MUSIC MAR18
9 /18	03/29/18	21		57164	6891 MEAGHAN HAHN		64.40	.00	POUND CLASS MARCH18
9 /18	03/29/18	21		57185	5235 STATE DISBURSEME		86.00	.00	GLASPIE MARCG 2018
9 /18	03/29/18	21		57126	T2225 FELLIPE OLIVEIRA		90.00	.00	YOUTH SOCCER REF
9 /18	03/29/18	21		57140	6888 JESSE CHAVARRIA		75.00	.00	ADULT SOCCER UMP
9 /18	03/29/18	21		57102	6848 ADRIAN CALDERA		77.00	.00	REC LEADER
9 /18	03/29/18	21		57111	6763 BRYCE HERNANDEZ		132.00	.00	YOUTH SOCCER SCRKEEP
9 /18	03/29/18	21		57160	6946 MANUEL AGUINIGA		112.00	.00	YOUTH SOCCER REF
9 /18	03/29/18	21		57180	6703 SALVADOR VARGAS		199.50	.00	ADULT SFTBLL UMP
9 /18	03/29/18	21		57182	T2217 SHANEE RANESSES		672.58	.00	REC DANCE
9 /18	03/29/18	21		57169	6892 PAUL GADEA		672.58	.00	LEMOORE REC DANCE
9 /18	03/29/18	21		57134	5962 JASON GLASPIE		541.20	.00	BOXING MARCH 18
9 /18	03/29/18	21		57144	T2043 JULIO GONZALEZ		297.50	.00	DRAMA MARCH18
9 /18	03/29/18	21		57106	0040 LARRY AVILA		384.00	.00	IND SOCCER REF/ ATTEN
9 /18	03/29/18	21		57129	6731 FLORENCE COLBY		397.60	.00	ZUMBA MARCH18
9 /18	03/29/18	21		57139	T2044 ISIAH JOHNSTON		233.75	.00	YOUTH SOCCER SCRKEEP
9 /18	03/29/18	21		57159	6762 LUZ PULIDO		214.50	.00	YOUTH SOCR SCOREKEEP
TOTAL					PROFESSIONAL CONTRACT SVC	.00	4,361.61	.00	
TOTAL					RECREATION	.00	10,278.30	-4,857.35	

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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4297 - HUMAN RESOURCES

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		1,098.00	.00	FEBRUARY 18 SERVICES
TOTAL						.00	1,098.00	.00	
TOTAL						.00	1,098.00	.00	
TOTAL						.00	59,228.57	-30,852.09	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 15  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000K	COST OF REVENUE-KITCHEN								
9 /18	03/29/18	21		57109	6438 PEPSI BEVERAGES		264.93	.00	13 CASES
9 /18	03/29/18	21		57109	6438 PEPSI BEVERAGES		456.81	.00	28 CASES
9 /18	03/29/18	21		57187	6440 SYSCO		363.08	.00	KITCHEN SUPPLIES
9 /18	03/29/18	21		57190	6442 SLUSH PUPPIE PRO		145.80	.00	SUPR FRENCH 2/5 LB
9 /18	03/29/18	21	8019	-01 57187	6440 SYSCO		505.78	-505.78	FOOD STUFF FOR RESTAURANT
9 /18	03/29/18	21	8019	-01 57187	6440 SYSCO		521.95	-521.95	FOOD STUFF FOR RESTAURANT
TOTAL	COST OF REVENUE-KITCHEN					.00	2,258.35	-1,027.73	
4000P	COST OF REVENUE-PRO SHOP								
9 /18	03/29/18	21	8213	-01 57115	6476 CALLAWAY		910.90	-910.90	GOLF CLUBS, HATS, GLOVES,
9 /18	03/29/18	21	8213	-01 57115	6476 CALLAWAY		2,654.44	-2,654.44	GOLF CLUBS, HATS, GLOVES,
9 /18	03/29/18	21		57101	6450 TITLEIST		140.03	.00	GOLF SUPPLIES
9 /18	03/29/18	21		57101	6450 TITLEIST		112.31	.00	GOLF SUPPLIES
9 /18	03/29/18	21		57110	6491 BRIDGESTONE GOLF		116.51	.00	FLOVE FIT WHIT LARGE
9 /18	03/29/18	21		57137	6854 HIREKO		176.72	.00	GOLF SUPPLIES
9 /18	03/29/18	21		57115	6476 CALLAWAY		195.77	.00	WD RH BIG BERTHA
9 /18	03/29/18	21		57101	6450 TITLEIST		166.36	.00	GOLF SUPPLIES
9 /18	03/29/18	21		57135	6453 GLOBAL TOUR GOLF		226.61	.00	GOLF SUPPLIES
9 /18	03/29/18	21		57101	6450 TITLEIST		34.39	.00	LATEPAYMENT CHARGE
TOTAL	COST OF REVENUE-PRO SHOP					.00	4,734.04	-3,565.34	
4220K	OPERATING SUPPLIES-KITCH								
9 /18	03/29/18	21		57117	6624 CINTAS		38.15	.00	KITCHEN SUPPLIES
9 /18	03/29/18	21		57188	0634 TERMINAL AIR BRA		50.00	.00	PEST CTRL GC
9 /18	03/29/18	21		57117	6624 CINTAS		51.02	.00	KITCHEN SUPPLIES
TOTAL	OPERATING SUPPLIES-KITCH					.00	139.17	.00	
4220M	OPERATING SUPPLIES MAINT.								
9 /18	03/29/18	21		57194	6206 WILBUR-ELLIS COM		91.16	.00	RANGER PRO
9 /18	03/29/18	21		57149	0286 LAWRENCE TRACTOR		64.57	.00	WOODCUTTER
9 /18	03/29/18	21		57166	0361 ORTON'S EQUIPMEN		14.16	.00	INTEREST CHARGES
9 /18	03/29/18	21		57121	5663 CROP PRODUCTION		238.36	.00	DACONIL ACTION
9 /18	03/29/18	21		57166	0361 ORTON'S EQUIPMEN		472.17	.00	REMANCLTC/CORE/BEARIN
9 /18	03/29/18	21		57161	6914 MANUEL GARCIA		160.88	.00	SET TOP SUPPORTS
9 /18	03/29/18	21		57157	6526 LEMOORE AUTO SUP		186.57	.00	WORK LAMP
9 /18	03/29/18	21		57191	5379 TURF STAR		127.20	.00	GOLF SUPPLIES
9 /18	03/29/18	21	8268	-01 57121	5663 CROP PRODUCTION		568.43	-568.43	GOLF COURSE MAINTENANCE S
9 /18	03/29/18	21	8268	-01 57121	5663 CROP PRODUCTION		764.16	-764.16	GOLF COURSE MAINTENANCE S
9 /18	03/29/18	21	8311	-01 57128	6827 FIG GARDEN ROCKE		755.83	-755.83	SOIL AMENDMENTS (SAND FOR
TOTAL	OPERATING SUPPLIES MAINT.					.00	3,443.49	-2,088.42	
4220P	OPERATING SUPPLIES-PRO SH								
9 /18	03/29/18	21		57175	6672 RANGE SERVANT AM		296.50	.00	TOKENS
TOTAL	OPERATING SUPPLIES-PRO SH					.00	296.50	.00	
4291	MISCELLANEOUS EXPENSES								

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CITY OF LEMOORE  
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PAGE NUMBER: 16  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4291									
9 /18	03/29/18	21		57147	6844 KNIGHT GUARD ALA		55.00	.00	ALARM MONITORING
9 /18	03/29/18	21		57147	6844 KNIGHT GUARD ALA		55.00	.00	ALARM MONITORING
9 /18	03/29/18	21		57147	6844 KNIGHT GUARD ALA		55.00	.00	ALARM MONITORING
TOTAL						.00	165.00	.00	
4309									
9 /18	03/29/18	21		57170	T1885 THOMAS RINGER		1,398.47	.00	EMPLY TAXES
9 /18	03/29/18	21		57170	T1885 THOMAS RINGER		12,871.77	.00	EMPLY PAYROLL
TOTAL						.00	14,270.24	.00	
4340									
9 /18	03/29/18	21		57167	0363 P G & E		2,886.17	.00	GC02/02/18-03/05/18
9 /18	03/29/18	21		57189	0423 SOCALGAS		8.37	.00	02/12/218-03/14/18 GC
9 /18	03/29/18	21		57189	0423 SOCALGAS		14.79	.00	02/12/18-03/14/18 GC
TOTAL						.00	2,909.33	.00	
4350									
9 /18	03/29/18	21	8267	-01 57161	6914 MANUEL GARCIA		2,987.10	-2,987.10	MAJOR EQUIPMENT REPAIR WO
TOTAL						.00	2,987.10	-2,987.10	
4380									
9 /18	03/29/18	21	8032	-01 57173	6447 PNC EQUIPMENT FI		4,491.25	-4,491.25	EQUIPMENT LEASE-GOLF CART
TOTAL						.00	4,491.25	-4,491.25	
TOTAL						.00	35,694.47	-14,159.84	
TOTAL						.00	35,694.47	-14,159.84	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO033018'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4010									REGULAR SALARIES
9 /18	03/29/18	21		57119	T1444 JOE CORREIA		166.24	.00	REIMBURSE BOOTS
9 /18	03/29/18	21		57181	T2392 SERGIO TAFOLLA		172.74	.00	REIMBURSE BOOTS
9 /18	03/29/18	21		57163	6269 MATTHEW MARTINEZ		172.74	.00	REIMBURSE BOOTS
TOTAL						.00	511.72	.00	
4220									OPERATING SUPPLIES
9 /18	03/29/18	21		57136	0521 GRAINGER		147.87	.00	SOLENOID VALVE, BRASS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		35.33	.00	SILL SEAL/CAULK GUN
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		69.69	.00	STRPER CUTTER/TOOL BX
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		100.06	.00	CLOTH ROLL/CYLINDERS
9 /18	03/29/18	21	8243	-01 57192	6058 UNIVAR		963.22	-963.22	BLANKET PO MONTHLY PURCHA
9 /18	03/29/18	21	8243	-01 57192	6058 UNIVAR		1,274.21	-1,274.21	BLANKET PO MONTHLY PURCHA
9 /18	03/29/18	21	8243	-01 57192	6058 UNIVAR		1,641.75	-1,641.75	BLANKET PO MONTHLY PURCHA
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		12.11	.00	BRPUSHFIT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		8.67	.00	GALV PLUGS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		11.25	.00	NYL TWINE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		11.79	.00	BLK CABLE TIE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		11.79	.00	SAW BLADE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		10.71	.00	HACKSAW
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		9.63	.00	CONCRETE MIX
9 /18	03/29/18	21		57108	2410 BENNETT & BENNET		14.80	.00	4X2 PVC REDUCING TEE
9 /18	03/29/18	21		57108	2410 BENNETT & BENNET		14.90	.00	FF GASKET FIBER FILL
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.15	.00	NUTS & BOLTS
9 /18	03/29/18	21		57141	6860 JOHN SOUZA		13.36	.00	VALLEYWATERTOUR(LYFT)
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		15.00	.00	80Z TFR PASTE/TEFLON
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.40	.00	HAMM BIT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		13.49	.00	BLK GLOVES
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		16.08	.00	STRAIGHT BIBB
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		16.39	.00	SUPER GLUE/GSKT MAKER
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		17.02	.00	SOCKET ADAPTERS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		17.15	.00	FLEX BLK SEALANT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		17.15	.00	TRUCK ROPE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		15.00	.00	18" IN/OUT PUSH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		15.07	.00	BLK HD PLUG
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		17.15	.00	BULLDOZER PUSH BROOM
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		18.22	.00	NYLO UMBRELLA
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		18.22	.00	NYLON UMBRELLA
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		19.26	.00	CONCRETE MIX
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		19.28	.00	COLD CHISELS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		19.29	.00	MINI UTIL SAW
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		19.61	.00	VOLT TESTER/WING CONN
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		21.44	.00	UMBRELLA ASSTD
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		20.55	.00	SHRINKTUBINGS/ALUCOMP
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		-18.22	.00	REFUND (BROKEN)
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		1.06	.00	KEYBLANK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		3.21	.00	SCREW BOLT

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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO033018'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220			OPERATING SUPPLIES	(cont'd)					
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		3.74	.00	3/4X3 BOLT SNAP
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		2.99	.00	14-FEM DISCONNECT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		8.11	.00	HARDWARE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		8.16	.00	COP TUBE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		12.40	.00	GALV NIPPLE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		12.42	.00	BLADE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		7.06	.00	GALV NIPPLE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		7.28	.00	ELEC TAPE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		6.42	.00	TRASH BAGS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.35	.00	MP LUBRICANT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.35	.00	GALV HEX BUSHING
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.35	.00	MP LUBRICANT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		4.28	.00	DUCT TAPE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		2.46	.00	GALV NIPPLE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		4.58	.00	COUPLING/DEG ELBOW
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		44.93	.00	TUBE/GALVNIP/HEXBUSH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		45.01	.00	BLK EXT CORD
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		47.67	.00	COUPLING/TAPE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		41.55	.00	LUBRIC. BRUSH/SCRAPER
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		41.88	.00	GALV NIPPLES
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		94.36	.00	TIE DOWN/WTR COOLER
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		38.59	.00	COVER PADLOCK/PAD KEY
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		34.30	.00	LUBRICANT/ ROUNDSPRAY
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		32.54	.00	GLAV PIPE STRAP/BUSHI
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		32.16	.00	RAZRBACK SHOVEL
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		32.16	.00	2PK COVER PADLOCK
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		30.51	.00	CONCRETE/POLYWRAP/HAR
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		31.26	.00	NUTS&BOLTS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		25.73	.00	WORK GLOVE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		26.79	.00	ODOR ELIM./VINYL PROT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		26.79	.00	TWISTED LINE
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		27.86	.00	SAFE GLASSES
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		21.95	.00	STUDS
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		22.51	.00	IPC HOLE SAW
TOTAL			OPERATING SUPPLIES			.00	5,473.61	-3,879.18	
4310			PROFESSIONAL CONTRACT SVC						
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		23.58	.00	HULA-HO WEEDER
9 /18	03/29/18	21		57162	4051 MATSON ALARM CO.		42.50	.00	MONTHLY SRVC 04/2018
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		216.00	.00	FEBRUARY 18 SERVICES
TOTAL			PROFESSIONAL CONTRACT SVC			.00	282.08	.00	
4320			MEETINGS & DUES						
9 /18	03/29/18	21		57114	1999 CALIFORNIA RURAL		620.00	.00	MEMB DUES 04/17-04/18
TOTAL			MEETINGS & DUES			.00	620.00	.00	

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CITY OF LEMOORE  
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PAGE NUMBER: 19  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
4340									UTILITIES
9 /18	03/29/18	21		57171	6627 PG&E NON ENERGY		1,196.93	.00	JAN18 NUCLEAR DECOMMI
9 /18	03/29/18	21		57171	6627 PG&E NON ENERGY		481.72	.00	03/01/2018-03/31/2018
9 /18	03/29/18	21		57167	0363 P G & E		16,761.82	.00	01/23/2018-02/21/2018
TOTAL						.00	18,440.47	.00	
TOTAL						.00	25,327.88	-3,879.18	

PEI  
DATE: 04/02/2018  
TIME: 08:33:18

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 20  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4251 - UTILITY OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/29/18	21	8325	-01 57174	6729 PRIDESTAFF, INC.		900.00	-900.00	ACCOUNTING CLERK TEMP
TOTAL						.00	900.00	-900.00	
TOTAL						.00	900.00	-900.00	
TOTAL						.00	26,227.88	-4,779.18	

PEI  
DATE: 04/02/2018  
TIME: 08:33:18

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 21  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 056 - REFUSE  
BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4010									
9 /18	03/29/18	21		57131	6533 FRANCISCO VELOZ		200.00	.00	REIMBURSE BOOTS
TOTAL						.00	200.00	.00	
4230									
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		11.51	.00	NUTS&BOLTS/MALEADAPTE
TOTAL						.00	11.51	.00	
TOTAL						.00	211.51	.00	
TOTAL						.00	211.51	.00	

PEI  
DATE: 04/02/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 22  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4010									
9 /18	03/29/18	21		57172	T885 ROBIN PLUEARD		200.00	.00	REIMBURSE BOOTS
TOTAL						.00	200.00	.00	
4220									
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		11.97	.00	U-BOLT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		43.47	.00	LUO PAINT/COMET/BARH
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		47.68	.00	DBL TISSUE/BULB
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		49.43	.00	REPL CORD/PVCPIPE/CEM
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		79.32	.00	RAZORBACK SHOVEL
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		54.23	.00	PLAS PAIL/HEATGUN/
9 /18	03/29/18	21		57143	0242 JORGENSEN COMPAN		40.00	.00	TRAINING SCBA TEST
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		35.22	.00	BLAECH/LUBE/HAND SANI
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		23.58	.00	HOLE SAW
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		25.72	.00	WHT LATCH BOX
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		4.38	.00	BUSHING/PVCTERM ADAPT
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		5.67	.00	SCREWDRIVER
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		1.28	.00	SCR CONNECTOR
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		-4.92	.00	
9 /18	03/29/18	21		57156	0304 LEMOORE HARDWARE		18.21	.00	PAPERT TOWELS
9 /18	03/29/18	21		57141	6860 JOHN SOUZA		13.36	.00	VALLEYWATERTOUR(LYFT)
TOTAL						.00	448.60	.00	
4230									
9 /18	03/29/18	21		57132	6445 GARY V. BURROWS,		121.84	.00	RANDO HD 46
TOTAL						.00	121.84	.00	
4310									
9 /18	03/29/18	21		57158	5609 LOZANO SMITH, LL		15,065.49	.00	FEBRUARY 18 SERVICES
TOTAL						.00	15,065.49	.00	
4320									
9 /18	03/29/18	21		57114	1999 CALIFORNIA RURAL		620.00	.00	MEMB DUES 04/17-04/18
TOTAL						.00	620.00	.00	
TOTAL						.00	16,455.93	.00	
TOTAL						.00	16,455.93	.00	

PEI  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 23  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 205 - LLMD ZONE 5 WILDFLOWER  
BUDGET UNIT - 4855 - LLMD ZONE 5 WILDFLOWER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8063	-05	6459 CLEAN CUT LANDSC		.00	-87.35	LLMD- ZONE 5 - WILDFLOWER
TOTAL						.00	.00	-87.35	
TOTAL						.00	.00	-87.35	
TOTAL						.00	.00	-87.35	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 24  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 208 - LLMD ZONE 8 COUNTY CLUB  
BUDGET UNIT - 4858 - LLMD ZONE 8 COUNTY CLUB

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8064	-01	5637 ELITE MAINTENANC		.00	-600.02	LLMD ZONE 8 DIVISION PARK
TOTAL						.00	.00	-600.02	
4350									
9 /18	03/30/18	21	8147	-01	5637 ELITE MAINTENANC		.00	-7,580.00	ZONE 8 TREE TRIMMING IN C
9 /18	03/30/18	21	8206	-01	5637 ELITE MAINTENANC		.00	-1,276.63	TREE TRIMMING IN COUNTRY
9 /18	03/30/18	21	8206	-02	5637 ELITE MAINTENANC		.00	-451.37	TREE TRIMMING IN COUNTRY
TOTAL						.00	.00	-9,308.00	
TOTAL					LLMD ZONE 8 COUNTY CLUB	.00	.00	-9,908.02	
TOTAL					LLMD ZONE 8 COUNTY CLUB	.00	.00	-9,908.02	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 25  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 209 - LLMD ZONE 9 LA DANTE ROSE  
BUDGET UNIT - 4859 - LLMD ZONE 9 LA DANTE ROSE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8063	-06	6459 CLEAN CUT LANDSC		.00	-50.60	LLEMD- ZONE 9 LA DANTE
TOTAL						.00	.00	-50.60	
TOTAL						.00	.00	-50.60	
TOTAL						.00	.00	-50.60	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 26  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 210 - LLMD ZONE 10 AVALON  
BUDGET UNIT - 4860 - LLMD ZONE 10 AVALON

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8063	-07	6459 CLEAN CUT LANDSC		.00	-445.73	LLMD- ZONE 10 AVALON
TOTAL						.00	.00	-445.73	
TOTAL						.00	.00	-445.73	
TOTAL						.00	.00	-445.73	

PEI  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 27  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 212 - LLMD ZONE 12 SUMMERWIND  
BUDGET UNIT - 4862 - LLMD ZONE 12 SUMMERWIND

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8063	-08	6459 CLEAN CUT LANDSC		.00	-1,011.74	LLMD ZONE 12 SUMMERWIND
TOTAL						.00	.00	-1,011.74	
TOTAL						.00	.00	-1,011.74	
TOTAL						.00	.00	-1,011.74	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 28  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 213 - LLMD ZONE 13 CORNERSTONE  
BUDGET UNIT - 4863 - LLMD ZONE 13 CORNERSTONE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /18	03/30/18	21	8063	-09	6459 CLEAN CUT LANDSC		.00	-101.21	LLMD ZONE 13 COVINGTON
TOTAL						.00	.00	-101.21	
TOTAL						.00	.00	-101.21	
TOTAL						.00	.00	-101.21	
TOTAL						.00	.00	-101.21	
TOTAL						.00	137,818.36	-61,395.76	

PEI  
DATE: 04/02/2018  
TIME: 08:31:51

CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999'AND transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020	ACCOUNTS PAYABLE						
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		274.19	MEDAL OF HONOR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		37.30	MEDAL OF HONOR CITATION B
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		274.19	MEDAL OF VALOR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		37.30	MEDAL OF VALOR CITATION B
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		411.28	LIFE SAVING MEDAL
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		55.96	LIFE SAVING MEDAL CITATIO
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		274.19	MEDAL OF DISTINCTION
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		37.30	MEDAL OF DISTINCTION CITA
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		93.26	POLICE CIATION BAR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		186.52	MILITARY HONORABLE SERVIC
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		121.91	SALES TAX
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET		5.60	SHIPPING
TOTAL	ACCOUNTS PAYABLE				.00	1,809.00	
2290	ASSET FORFEITURE						
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	274.19		MEDAL OF HONOR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	37.30		MEDAL OF HONOR CITATION B
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	274.19		MEDAL OF VALOR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	37.30		MEDAL OF VALOR CITATION B
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	411.28		LIFE SAVING MEDAL
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	55.96		LIFE SAVING MEDAL CITATIO
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	274.19		MEDAL OF DISTINCTION
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	37.30		MEDAL OF DISTINCTION CITA
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	93.26		POLICE CIATION BAR
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	186.52		MILITARY HONORABLE SERVIC
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	121.91		SALES TAX
9	/18	03/29/18	21 57107	6897 BADGE AND WALLET	5.60		SHIPPING
TOTAL	ASSET FORFEITURE				1,809.00	.00	
TOTAL	GENERAL FUND				1,809.00	1,809.00	

PEI  
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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999'AND transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 090 - TRUST & AGENCY

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020							
9 /18	03/29/18	21	57165	T2383 MIGALY MILLAN		200.00	REFUND VET HALL
9 /18	03/29/18	21	57168	T2393 PATRICIA KEYS		250.00	REFUND CIVIC
TOTAL				ACCOUNTS PAYABLE	.00	450.00	
2300							
9 /18	03/29/18	21	57165	T2383 MIGALY MILLAN	200.00		REFUND VET HALL
9 /18	03/29/18	21	57168	T2393 PATRICIA KEYS	250.00		REFUND CIVIC
TOTAL				CUSTOMER DEPOSITS	450.00	.00	
TOTAL				TRUST & AGENCY	450.00	450.00	
TOTAL REPORT					2,259.00	2,259.00	

PEI  
DATE: 04/02/2018  
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CITY OF LEMOORE  
REVENUE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT31

SELECTION CRITERIA: transact.account between '3000' and '3999' and transact.batch='P0033018'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION	
3681								
	9 /18	03/29/18	210	57179	T2389 RUIMIN CHEN	-20.00	CLASS CANCELLED	
	9 /18	03/29/18	210	57124	T2390 ELIZABETH GILLIOM	-25.00	REFUND CLASS CANCEL	
	9 /18	03/29/18	210	57138	T2391 IJEOMA NNADI	-25.00	REFUND TENNIS CAMP	
TOTAL					RECREATION FEES	.00	-70.00	.00
TOTAL					GENERAL FUND	.00	-70.00	.00
TOTAL					GENERAL FUND	.00	-70.00	.00
TOTAL					REPORT	.00	-70.00	.00

# Warrant Register 4-6-18

PEI  
DATE: 04/06/2018  
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## CITY OF LEMOORE EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='vm040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21		57229	0297 LEMOORE CANAL &		230.00	.00	ASSESSMENT FOR STOCK
10/18	04/06/18	21	8322	-01 57223	2849 KINGS COUNTY ECO		1,666.67	-1,666.67	CONTRACT PAYMENTS 6 MONTH
TOTAL						.00	1,896.67	-1,666.67	
4340									
10/18	04/06/18	21		57201	5516 AT&T		101.83	.00	939-103-6913
10/18	04/06/18	21		57201	5516 AT&T		127.37	.00	939-103-4009
10/18	04/06/18	21		57201	5516 AT&T		35.96	.00	939-103-4005
TOTAL						.00	265.16	.00	
4360									
10/18	04/06/18	21		57237	T1356 NATHAN OLSON		128.93	.00	PER DIEM
TOTAL						.00	128.93	.00	
TOTAL						.00	2,290.76	-1,666.67	

RUN DATE 04/06/2018 TIME 14:20:13

PEI - FUND ACCOUNTING

PEI  
DATE: 04/06/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4214 - CITY CLERK'S OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4320									
10/18	04/06/18	21		57221	T2394 JANIE VENEGAS		55.37	.00	PER DIEM
TOTAL						.00	55.37	.00	
4330									
10/18	04/06/18	21		57227	6080 LEE CENTRAL CALI		306.15	.00	NOTICE OF PUBLIC
TOTAL						.00	306.15	.00	
TOTAL						.00	361.52	.00	



PEI  
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TIME: 14:20:12

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/06/18	21		57238	5396 OFFICE DEPOT		62.18	.00	PAPER
TOTAL						.00	62.18	.00	
4310									
10/18	04/06/18	21		57218	1610 HINDERLITER, DE		1,647.41	.00	SALES TAX 1ST QTR
TOTAL						.00	1,647.41	.00	
4340									
10/18	04/06/18	21		57201	5516 AT&T		22.48	.00	939-103-4005
10/18	04/06/18	21		57201	5516 AT&T		127.29	.00	939-103-6913
TOTAL						.00	149.77	.00	
4360									
10/18	04/06/18	21		57217	T2247 HEATHER CORDER		45.00	.00	PER DIEM
TOTAL						.00	45.00	.00	
TOTAL						.00	1,904.36	.00	

RUN DATE 04/06/2018 TIME 14:20:13

PEI - FUND ACCOUNTING

PEI  
DATE: 04/06/2018  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 4  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4010									
10/18	04/06/18	21		57216	T922 RAY GREENLEE		200.00	.00	REIMBURSEMENT BOOTS
TOTAL						.00	200.00	.00	
4220									
10/18	04/06/18	21		57232	5333 MEDALLION SUPPLY		33.38	.00	PLUG-ON CB
10/18	04/06/18	21		57232	5333 MEDALLION SUPPLY		462.38	.00	HIGH OUTPUT 4' LED TU
TOTAL						.00	495.76	.00	
4310									
10/18	04/06/18	21		57211	6948 EDWARD TALAVERA		440.00	.00	JANITORIAL WORK 3/12
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		160.00	-160.00	MONTHLY LANDSCAPE SERVICE
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		225.00	-225.00	MONTHLY LANDSCAPE SERVICE
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		500.00	-500.00	MONTHLY LANDSCAPE SERVICE
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		575.00	-575.00	MONTHLY LANDSCAPE SERVICE
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		575.00	-575.00	MONTHLY LANDSCAPE SERVICE
10/18	04/06/18	21 8393	-01	57245	5638 SHINEN LANDSCAPE		650.00	-650.00	MONTHLY LANDSCAPE SERVICE
TOTAL						.00	3,125.00	-2,685.00	
4340									
10/18	04/06/18	21		57251	0423 SOCALGAS		536.96	.00	02/15/18-03/19/18
10/18	04/06/18	21		57251	0423 SOCALGAS		369.81	.00	02/20/18-03/21/18
10/18	04/06/18	21		57251	0423 SOCALGAS		48.52	.00	02/15/18-03/19/18
10/18	04/06/18	21		57201	5516 AT&T		3.06	.00	939-103-4007
10/18	04/06/18	21		57251	0423 SOCALGAS		194.65	.00	02/15/18-03/19/18
10/18	04/06/18	21		57251	0423 SOCALGAS		172.53	.00	02/15/18-03/19/18
10/18	04/06/18	21		57251	0423 SOCALGAS		210.13	.00	02/20/18-03/21/18
10/18	04/06/18	21		57251	0423 SOCALGAS		259.17	.00	02/15/18-03/19/18
TOTAL						.00	1,794.83	.00	
TOTAL						.00	5,615.59	-2,685.00	

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PEI - FUND ACCOUNTING

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		3.75	.00	US POST OFFICE-RETURN
TOTAL						.00	3.75	.00	
4220U									
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		118.00	.00	G.LANDRUS-3 INVOICES-
TOTAL						.00	118.00	.00	
4310									
10/18	04/06/18	21		57213	5814 CITY OF HANFORD		14,665.14	.00	DISPATCH SVC APR 2018
TOTAL						.00	14,665.14	.00	
4320									
10/18	04/06/18	21		57258	6345 VOHNE LICHE KENN		300.00	.00	TRAINING MARCH 2018
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		19.75	.00	SAVEMART-NAACP MEETIN
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		42.00	.00	PER DIEM-3 OFCRS. GAN
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		30.00	.00	L.ROCHA-CLEARs TRAINI
TOTAL						.00	391.75	.00	
4340									
10/18	04/06/18	21		57201	5516 AT&T		22.09	.00	939-103-4003
10/18	04/06/18	21		57201	5516 AT&T		172.84	.00	939-103-3999
10/18	04/06/18	21		57256	0116 VERIZON WIRELESS		1,559.18	.00	02/17/18-03/16/18
10/18	04/06/18	21		57201	5516 AT&T		340.40	.00	939-103-4008
TOTAL						.00	2,094.51	.00	
4360									
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		27.00	.00	M.GONSALVES-PERISH SK
10/18	04/06/18	21		57228	0300 LEM CITY-PETTY C		28.00	.00	M.PESCATORE-PERISHABL
TOTAL						.00	55.00	.00	
4380									
10/18	04/06/18	21		57254	5842 U.S. BANCORP EQ		798.22	.00	PD COPIER
TOTAL						.00	798.22	.00	
TOTAL						.00	18,126.37	.00	

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PEI - FUND ACCOUNTING

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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4222 - FIRE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
	10/18	04/06/18	21	57213	5814 CITY OF HANFORD		10,998.86	.00	DISPATCH SVC APR 2018
TOTAL						.00	10,998.86	.00	
4340									
	10/18	04/06/18	21	57256	0116 VERIZON WIRELESS		190.05	.00	02/24/18-03/23/18
	10/18	04/06/18	21	57201	5516 AT&T		96.26	.00	939-103-4001
	10/18	04/06/18	21	57201	5516 AT&T		84.86	.00	939-103-6913
TOTAL						.00	371.17	.00	
TOTAL						.00	11,370.03	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4224 - BUILDING INSPECTION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
10/18	04/06/18	21		57201	5516 AT&T		3.06	.00	939-103-4007
TOTAL						.00	3.06	.00	
TOTAL						.00	3.06	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
									PROFESSIONAL CONTRACT SVC
10/18	04/06/18	21	8101	-01 57242	0876 QUAD KNOPF, INC.		248.94	-248.94	L160354 - DOLLAR GENERAL
10/18	04/06/18	21	8105	-01 57242	0876 QUAD KNOPF, INC.		486.00	-486.00	L170149 TRACT 921 #1,2,3
10/18	04/06/18	21	8222	-01 57242	0876 QUAD KNOPF, INC.		587.46	-587.46	170152 TRACT 920 #1,2,3,4
10/18	04/06/18	21	8271	-01 57242	0876 QUAD KNOPF, INC.		361.80	-361.80	170343-SR41 AND HANFORD A
TOTAL						.00	1,684.20	-1,684.20	
									PROFESSIONAL CONTRACT SVC
4340									
									UTILITIES
10/18	04/06/18	21		57201	5516 AT&T		4.07	.00	939-103-4007
10/18	04/06/18	21		57201	5516 AT&T		84.86	.00	939-103-6913
TOTAL						.00	88.93	.00	
									UTILITIES
TOTAL						.00	1,773.13	-1,684.20	
									PUBLIC WORKS

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8040	-02 57212	6869 MILLENNIUM FUNDI		1,401.60	-1,401.60	3 CONTRACT STAFF PERSONNE
10/18	04/06/18	21	8040	-02 57212	6869 MILLENNIUM FUNDI		1,401.60	-1,401.60	3 CONTRACT STAFF PERSONNE
TOTAL						.00	2,803.20	-2,803.20	
4340									
10/18	04/06/18	21		57239	0363 P G & E		17.76	.00	02/14/18-03/15/18
10/18	04/06/18	21		57239	0363 P G & E		58.49	.00	02/15/18--03/16/18
10/18	04/06/18	21		57239	0363 P G & E		77.71	.00	02/10/18-03/13/18
TOTAL						.00	153.96	.00	
TOTAL						.00	2,957.16	-2,803.20	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4241 - PARKS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/06/18	21		57259	0474 WEST VALLEY SUPP		27.03	.00	MARKING FLAGS
TOTAL						.00	27.03	.00	
TOTAL						.00	27.03	.00	



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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
	10/18	04/06/18	21	8397	-01 57255	6112 VARSITY SCOREBOA	2,000.00	-2,000.00	LITTLE LEAGUE SCOREBOARD
TOTAL						.00	2,000.00	-2,000.00	
4310									
	10/18	04/06/18	21	57240	5587 BRENT RUSSELL PA		5.00	.00	BANK FEE FOR RETURN
	10/18	04/06/18	21	57240	5587 BRENT RUSSELL PA		147.00	.00	PHOTOGRAPHY-JAN18
	10/18	04/06/18	21	57231	6371 MANUEL VELARDE		191.80	.00	KARATE-MARCH 2018
	10/18	04/06/18	21	57230	6947 LUIS SANCHEZ		155.00	.00	SOCCER REFRE 3/5-3/17
	10/18	04/06/18	21	57220	T2188 ISAAC BIXLER		228.25	.00	SPRING BREAK CAMP
TOTAL						.00	727.05	.00	
4340									
	10/18	04/06/18	21	57201	5516 AT&T		50.92	.00	939-103-6913
TOTAL						.00	50.92	.00	
TOTAL						.00	2,777.97	-2,000.00	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4296 - INFORMATION TECHNOLOGY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/06/18	21		57226	6711 LEARNCOM, LLC		120.00	.00	REMOTE PROGRAMING
TOTAL						.00	120.00	.00	
TOTAL						.00	120.00	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4297 - HUMAN RESOURCES

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
10/18	04/06/18	21		57244	T795 JESUS RIOS		100.00	.00	REIMBURSE DMV PHYSICA
10/18	04/06/18	21		57252	T2185 UNITED HEALTH CE		200.00	.00	PHYSICAL
10/18	04/06/18	21		57225	6717 LAW & ASSOCIATES		600.00	.00	BACKGROUND CHECK
10/18	04/06/18	21		57203	0057 RICHARD A BLAK,		375.00	.00	POST PRE-EMPLOYMENT S
TOTAL					PROFESSIONAL CONTRACT SVC	.00	1,275.00	.00	
4320					MEETINGS & DUES				
10/18	04/06/18	21		57250	2836 THE BODY SHOP HE		200.00	.00	MARCH 2018 MEMBERSHIP
TOTAL					MEETINGS & DUES	.00	200.00	.00	
4360					TRAINING				
10/18	04/06/18	21		57222	6949 KINGS COUNTY EAC		25.00	.00	ANNUAL MEMBERSHIP
TOTAL					TRAINING	.00	25.00	.00	
TOTAL					HUMAN RESOURCES	.00	1,500.00	.00	
TOTAL					GENERAL FUND	.00	48,826.98	-10,839.07	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 028 - CITY GRANTS- CAP PROJ  
BUDGET UNIT - 5024 - SIDEWALK 191-2 TO CINNAMO

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21		57202	6733 BLACKBURN CONSUL		419.50	.00	19.5 SIDEWALK TESTING
TOTAL						.00	419.50	.00	
TOTAL						.00	419.50	.00	
TOTAL						.00	419.50	.00	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 030 - OTHER GRANTS  
BUDGET UNIT - 5010 - S. VINE ST RECONSTRUCTION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8356	-02 57242	0876 QUAD KNOPF, INC.		4,780.00	-4,780.00	180065- SUMMER 2018 STREE
TOTAL						.00	4,780.00	-4,780.00	
TOTAL						.00	4,780.00	-4,780.00	
TOTAL						.00	4,780.00	-4,780.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 035 - CITY GRANTS - CDBG & HOME  
BUDGET UNIT - 5721 - SENIOR CENTER FACILITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4317									
10/18	04/06/18	21	8045	-01 57205	6101 CARVALHO CONSTRU		65,727.32	-71,544.92	14-CDBG-9884 SENIOR CENTE
TOTAL						.00	65,727.32	-71,544.92	
TOTAL						.00	65,727.32	-71,544.92	
TOTAL						.00	65,727.32	-71,544.92	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 040 - FLEET MAINTENANCE  
BUDGET UNIT - 4265 - FLEET MAINTENANCE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
10/18	04/06/18	21		57201	5516 AT&T		2.56	.00	939-103-4007
TOTAL						.00	2.56	.00	
TOTAL						.00	2.56	.00	
TOTAL						.00	2.56	.00	

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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='vm040618'  
ACCOUNTING PERIOD: 10/18

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000K									
	10/18	04/06/18	21	57248	6440 SYSCO		377.19	.00	FOOD SUPPLIES
	10/18	04/06/18	21	57248	6440 SYSCO		541.01	-541.01	FOOD STUFF FOR RESTAURANT
TOTAL						.00	918.20	-541.01	
4000P									
	10/18	04/06/18	21	57197	6450 TITLEIST		34.39	.00	GOLF SUPPLIES
	10/18	04/06/18	21	57215	6473 TEAM GOLF		315.16	.00	GOLF SUPPLIES
	10/18	04/06/18	21	8078	6450 TITLEIST		561.00	-561.00	GOLF BALLS, CLUBS, GLOVES
	10/18	04/06/18	21	8078	6450 TITLEIST		1,041.25	-1,041.25	GOLF BALLS, CLUBS, GLOVES
	10/18	04/06/18	21	57257	6595 VERN WASKOM COMP		64.09	.00	WINN EXCEL SOFT BLACK
	10/18	04/06/18	21	57257	6595 VERN WASKOM COMP		176.13	.00	NEW DECADE MULTI
	10/18	04/06/18	21	57257	6595 VERN WASKOM COMP		107.69	.00	DRI-TRAC MIDS
TOTAL						.00	2,299.71	-1,602.25	
4220K									
	10/18	04/06/18	21	57207	6624 CINTAS		58.81	.00	KITCHEN SUPPLIES
	10/18	04/06/18	21	57249	6812 TERMINIX COMMERC		50.00	.00	PEST CONTROL GOLF
TOTAL						.00	108.81	.00	
4220M									
	10/18	04/06/18	21	57208	5663 CROP PRODUCTION		238.36	.00	DACONIL ACTION
TOTAL						.00	238.36	.00	
4310									
	10/18	04/06/18	21	57243	6548 RINGER, TOM		6,500.00	.00	MGMNT SVC MAR 2018
TOTAL						.00	6,500.00	.00	
TOTAL						.00	10,065.08	-2,143.26	
TOTAL						.00	10,065.08	-2,143.26	



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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
									OPERATING SUPPLIES
10/18	04/06/18	21	8243	-01 57253	6058 UNIVAR		510.85	-510.85	BLANKET PO MONTHLY PURCHA
10/18	04/06/18	21	8243	-01 57253	6058 UNIVAR		2,383.91	-2,383.91	BLANKET PO MONTHLY PURCHA
10/18	04/06/18	21	8400	-01 57209	3095 CRUSHA MOTOR & E		5,454.00	-5,454.00	150HP ELECTRIC MOTOR REWI
10/18	04/06/18	21	8400	-02 57209	3095 CRUSHA MOTOR & E		23.00	-23.00	MISC. HARDWARE
10/18	04/06/18	21	8400	-03 57209	3095 CRUSHA MOTOR & E		310.00	-310.00	LABOR- TEAR DOWN MOTOR AN
10/18	04/06/18	21	8400	-04 57209	3095 CRUSHA MOTOR & E		199.38	-199.38	SALES TAX
TOTAL						.00	8,881.14	-8,881.14	
4310									
									PROFESSIONAL CONTRACT SVC
10/18	04/06/18	21		57213	5814 CITY OF HANFORD		3,666.29	.00	DISPATCH SVC APR 2018
TOTAL						.00	3,666.29	.00	
4320									
									MEETINGS & DUES
10/18	04/06/18	21	8394	-01 57246	6886 SOUTH FORK KINGS		5,261.26	-5,261.26	3&4 QUARTER BUDGET BILLIN
TOTAL						.00	5,261.26	-5,261.26	
4340									
									UTILITIES
10/18	04/06/18	21		57201	5516 AT&T		39.08	.00	939-106-1027
10/18	04/06/18	21		57239	0363 P G & E		4,307.77	.00	02/06/18-03/07/18
10/18	04/06/18	21		57199	6639 AT&T		318.58	.00	INTERNET
10/18	04/06/18	21		57201	5516 AT&T		100.69	.00	939-103-4000
10/18	04/06/18	21		57251	0423 SOCALGAS		83.89	.00	02/20/18-03/21/18
10/18	04/06/18	21		57201	5516 AT&T		20.37	.00	939-103-4011
10/18	04/06/18	21		57201	5516 AT&T		3.56	.00	939-103-4007
TOTAL						.00	4,873.94	.00	
4350									
									REPAIR/MAINT SERVICES
10/18	04/06/18	21	8091	-01 57242	0876 QUAD KNOPF, INC.		243.00	-243.00	170096- OVERSIGHT FOR REH
TOTAL						.00	243.00	-243.00	
4360									
									TRAINING
10/18	04/06/18	21		57204	1999 CALIFORNIA RURAL		500.00	.00	CERTIFICATION REVIEW
10/18	04/06/18	21		57210	6239 COUNTY OF KINGS		50.00	.00	WORKER SAFETY TRAININ
TOTAL						.00	550.00	.00	
TOTAL						.00	23,475.63	-14,385.40	

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4251 - UTILITY OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/06/18	21		57238	5396 OFFICE DEPOT		248.74	.00	PAPER
TOTAL						.00	248.74	.00	
4310									
10/18	04/06/18	21 8325	-01	57241	6729 PRIDESTAFF, INC.		900.00	-900.00	ACCOUNTING CLERK TEMP
TOTAL						.00	900.00	-900.00	
4340									
10/18	04/06/18	21		57201	5516 AT&T		93.34	.00	939-103-6913
10/18	04/06/18	21		57201	5516 AT&T		16.48	.00	939-103-4005
TOTAL						.00	109.82	.00	
TOTAL					UTILITY OFFICE	.00	1,258.56	-900.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 21  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 5208 - WATER MASTER PLAN

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8106	-01 57242	0876 QUAD KNOPF, INC.		12,259.98	-12,259.98	170160- WATER MASTER PLAN
TOTAL						.00	12,259.98	-12,259.98	
TOTAL						.00	12,259.98	-12,259.98	
TOTAL						.00	36,994.17	-27,545.38	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 22  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 056 - REFUSE  
BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
	10/18	04/06/18 21		57213	5814 CITY OF HANFORD		3,666.28	.00	DISPATCH SVC APR 2018
	10/18	04/06/18 21		57196	6724 84 RECYCLING		150.00	.00	BOL#1995
TOTAL						.00	3,816.28	.00	
4330									
	10/18	04/06/18 21		57219	5546 INFOSEND		749.07	.00	FREE REFUSE INSERTS
TOTAL						.00	749.07	.00	
4340									
	10/18	04/06/18 21		57201	5516 AT&T		2.03	.00	939-103-4007
TOTAL						.00	2.03	.00	
TOTAL					REFUSE	.00	4,567.38	.00	
TOTAL					REFUSE	.00	4,567.38	.00	

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 24  
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SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC (cont'd)				
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		210.00	-210.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		210.00	-210.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		250.00	-250.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		250.00	-250.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		340.00	-340.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		575.00	-575.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		575.00	-575.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		600.00	-600.00	ADDITIONAL BLANKET FUNDS
10/18	04/06/18	21	8349	-02 57236	6245 MOORE TWINING AS		4,197.50	-4,197.50	ADDITIONAL BLANKET FUNDS
TOTAL					PROFESSIONAL CONTRACT SVC	.00	15,566.78	-11,900.50	
4320					MEETINGS & DUES				
10/18	04/06/18	21		57247	2344 STATE WATER RESO		150.00	.00	J MENDOZA CERTIFICATI
TOTAL					MEETINGS & DUES	.00	150.00	.00	
4340					UTILITIES				
10/18	04/06/18	21		57201	5516 AT&T		2.03	.00	939-103-4007
10/18	04/06/18	21		57201	5516 AT&T		20.37	.00	939-103-4010
10/18	04/06/18	21		57198	6200 AT&T		32.49	.00	939-105-2729
TOTAL					UTILITIES	.00	54.89	.00	
4360					TRAINING				
10/18	04/06/18	21		57210	6239 COUNTY OF KINGS		80.00	.00	WORKER SAFETY TRAIN
TOTAL					TRAINING	.00	80.00	.00	
TOTAL					SEWER	.00	15,851.67	-11,900.50	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 25  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 5305 - WASTEWATER & WATER MASTER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8106	-02 57242	0876 QUAD KNOPF, INC.		8,287.92	-8,287.92	170160 - WASTEWATER MASTE
TOTAL						.00	8,287.92	-8,287.92	
TOTAL						.00	8,287.92	-8,287.92	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 5506 - STORM DRAIN MASTER PLAN

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8106	-03 57242	0876 QUAD KNOPF, INC.		14,400.00	-14,400.00	170160 - STORM WATER MAST
TOTAL						.00	14,400.00	-14,400.00	
TOTAL						.00	14,400.00	-14,400.00	
TOTAL						.00	38,539.59	-34,588.42	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 27  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 160 - 2016 BOND FUND  
BUDGET UNIT - 5202 - TTHM PROJECT

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8093	-01 57242	0876 QUAD KNOPF, INC.		2,266.30	-2,266.30	L140425- TTHM PROGRAM
TOTAL						.00	2,266.30	-2,266.30	
TOTAL						.00	2,266.30	-2,266.30	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 28  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 160 - 2016 BOND FUND  
BUDGET UNIT - 5203 - NEW SOUTHEAST WELL

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8099	-01 57242	0876 QUAD KNOPF, INC.		11,901.37	-11,901.37	L160238 - SOUTHEAST WELL
TOTAL						.00	11,901.37	-11,901.37	
TOTAL						.00	11,901.37	-11,901.37	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 29  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '249' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 160 - 2016 BOND FUND  
BUDGET UNIT - 5222 - ADD WATER TANK WELL 7

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/06/18	21	8100	-01 57242	0876 QUAD KNOFF, INC.		1,515.96	-1,515.96	L160239 - WATER TANK WELL
TOTAL						.00	1,515.96	-1,515.96	
TOTAL						.00	1,515.96	-1,515.96	
TOTAL						.00	15,683.63	-15,683.63	
TOTAL						.00	225,606.21	-167,124.68	

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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '1011' and '2011'AND transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
1550							
	10/18	04/06/18	21 57214	3022 FIRST BANKCARD	31,090.64		VISA STATEMENT
TOTAL					31,090.64	.00	
TOTAL				GENERAL FUND	31,090.64	.00	
TOTAL REPORT					31,090.64	.00	

PEI  
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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999'AND transact.batch='vm040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020			ACCOUNTS PAYABLE				
10/18	04/06/18	21	57224	1619 KUSTOM SIGNALS, INC.		271.63	PRO LASER III
TOTAL			ACCOUNTS PAYABLE		.00	271.63	
2279			STORED VEH. FINES/TRF.OFF				
10/18	04/06/18	21	57224	1619 KUSTOM SIGNALS, INC.	271.63		PRO LASER III
TOTAL			STORED VEH. FINES/TRF.OFF		271.63	.00	
TOTAL			GENERAL FUND		271.63	271.63	
TOTAL REPORT					271.63	271.63	

PEI  
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CITY OF LEMOORE  
REVENUE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT31

SELECTION CRITERIA: transact.account between '3000' and '3999' and transact.batch='VM040618'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION
3291	ANIMAL LICENSE - 1 YEAR						
10/18	04/06/18	210	57206	T2395 CHRISTOPHER WILLI		-15.00	REFUND DOG LICENSE
TOTAL	ANIMAL LICENSE - 1 YEAR				.00	-15.00	.00
3681	RECREATION FEES						
10/18	04/06/18	210	57233	T2378 MONICA ALLEN		-60.00	REISSUE REFUND CHECK
TOTAL	RECREATION FEES				.00	-60.00	.00
TOTAL	GENERAL FUND				.00	-75.00	.00
TOTAL	GENERAL FUND				.00	-75.00	.00
TOTAL REPORT					.00	-75.00	.00

# Warrant Register 4-11-18

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4211 - CITY COUNCIL

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		103.30	.00	COPY COUNTS MAR18
TOTAL						.00	103.30	.00	
TOTAL					CITY COUNCIL	.00	103.30	.00	

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PEI - FUND ACCOUNTING

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
10/18	04/11/18	21		57321	6405 I DESIGN & PRINT		59.39	.00	BUSINESSCARDSCM OLSON
TOTAL						.00	59.39	.00	
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		1,904.21	.00	COPY COUNTS MAR18
TOTAL						.00	1,904.21	.00	
TOTAL					CITY MANAGER	.00	1,963.60	.00	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4214 - CITY CLERK'S OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/11/18	21		57295	5236 KINGS COUNTY REC		394.00	.00	03/01/2018-04/03/2018
TOTAL						.00	394.00	.00	
4320									
10/18	04/11/18	21		57290	T2394 JANIE VENEGAS		337.63	.00	PER DIEM CONFERENCE
TOTAL						.00	337.63	.00	
TOTAL					CITY CLERK'S OFFICE	.00	731.63	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 4  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4335									
10/18	04/11/18	21	8171	-02 57306	6838 NEOPOST		490.89	-490.89	POSTAGE MACHINE
TOTAL						.00	490.89	-490.89	
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		146.19	.00	COPY COUNTS MAR18
TOTAL						.00	146.19	.00	
4389									
10/18	04/11/18	21		57319	6104 US BANK		22.00	.00	MARCH BILLING
TOTAL						.00	22.00	.00	
TOTAL						.00	659.08	-490.89	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4216 - PLANNING

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		377.24	.00	COPY COUNTS MAR18
TOTAL						.00	377.24	.00	
TOTAL						.00	377.24	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
10/18	04/11/18	21		57278	1547 VERITIV OPERATIN		455.44	.00	TOWEL/ PLV ROLLS
10/18	04/11/18	21		57278	1547 VERITIV OPERATIN		491.02	.00	PLY SCOTT/TOWELS
10/18	04/11/18	21		57278	1547 VERITIV OPERATIN		149.35	.00	CLEANER/DEODORANT BLU
TOTAL					OPERATING SUPPLIES	.00	1,095.81	.00	
4310					PROFESSIONAL CONTRACT SVC				
10/18	04/11/18	21		57272	6948 EDWARD TALAVERA		528.00	.00	03/26/18-04/08/18 JAN
10/18	04/11/18	21 8404	-01	57314	6309 SOCIAL VOCATIONA		3,475.00	-3,475.00	MONTHLY JANITORIAL SERVIC
10/18	04/11/18	21 8404	-01	57314	6309 SOCIAL VOCATIONA		565.00	-565.00	MONTHLY JANITORIAL SERVIC
TOTAL					PROFESSIONAL CONTRACT SVC	.00	4,568.00	-4,040.00	
4380					RENTALS & LEASES				
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		.13	.00	COPY COUNTS MAR18
TOTAL					RENTALS & LEASES	.00	.13	.00	
TOTAL					MAINTENANCE DIVISION	.00	5,663.94	-4,040.00	

PEI  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4380									
10/18	04/11/18	21		57268	1817 C.A. REDING COMP		199.33	.00	COPIER MARCH 2018
TOTAL						.00	199.33	.00	
TOTAL						.00	199.33	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4224 - BUILDING INSPECTION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		76.61	.00	COPY COUNTS MAR18
TOTAL						.00	76.61	.00	
TOTAL						.00	76.61	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4320									
	10/18	04/11/18 21	8086	-02 57324	6783 VIRTUAL PROJECT		500.00	-500.00	MONTHLY BILLING FOR 1 YEA
TOTAL						.00	500.00	-500.00	
4380									
	10/18	04/11/18 21		57283	5977 GREATAMERICA FIN		4.93	.00	COPY COUNTS MAR18
TOTAL						.00	4.93	.00	
TOTAL						.00	504.93	-500.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/11/18	21	8040	-02 57274	6869 MILLENNIUM FUNDI		1,401.60	-1,212.68	3 CONTRACT STAFF PERSONNE
TOTAL						.00	1,401.60	-1,212.68	
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		6.00	.00	COPY COUNTS MAR18
TOTAL						.00	6.00	.00	
TOTAL					STREETS	.00	1,407.60	-1,212.68	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
	10/18	04/11/18 21		57271	6150 CLASSIC SOCCER		195.20	.00	ADULT HANNOVER JERSEY
TOTAL		OPERATING SUPPLIES				.00	195.20	.00	
4310									
	10/18	04/11/18 21		57300	6762 LUZ PULIDO		200.75	.00	YOUTHINDR SOCCERKEEP
	10/18	04/11/18 21		57289	T2044 ISAIAS JOHNSTON		220.00	.00	YOUTH INDR SOCCEKP
	10/18	04/11/18 21		57266	T1316 FORD, BRIANNE		365.75	.00	REC LEADER
	10/18	04/11/18 21		57323	T2315 VICTORIA CHAVEZ		253.00	.00	REC LEADER
	10/18	04/11/18 21		57301	6946 MANUEL AGUINIGA		265.00	.00	YOUTH INDRSOCCER REF
	10/18	04/11/18 20		57299	6947 LUIS SANCHEZ		-75.00	.00	YOUTH INDRSOCCER REF
	10/18	04/11/18 21		57263	0040 LARRY AVILA		793.50	.00	SOCCER REF/ATTNDNT
	10/18	04/11/18 21		57267	6763 BRYCE HERNANDEZ		71.50	.00	YOUTH INDRSOCCERSCRKP
	10/18	04/11/18 21		57299	6947 LUIS SANCHEZ		75.00	.00	YOUTH INDRSOCCER REF
	10/18	04/11/18 21		57277	T2225 FELLIPE OLIVEIRA		90.00	.00	YOUTH INDRSOCCER REF
TOTAL		PROFESSIONAL CONTRACT SVC				.00	2,259.50	.00	
4380									
	10/18	04/11/18 21		57283	5977 GREATAMERICA FIN		418.15	.00	COPY COUNTS MAR18
TOTAL		RENTALS & LEASES				.00	418.15	.00	
TOTAL		RECREATION				.00	2,872.85	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4296 - INFORMATION TECHNOLOGY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/11/18	21		57291	5183 BRYCE JENSEN		2,319.98	.00	TECH SERVICES MAR-18
TOTAL						.00	2,319.98	.00	
TOTAL						.00	2,319.98	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4297 - HUMAN RESOURCES

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
	10/18	04/11/18	21	57273	6115 EMPLOYEE RELATIO		44.85	.00	BACKGROUND REPORT
	10/18	04/11/18	21	57275	6805 ERISA COMPLIANCE		225.00	.00	ACAREPORTINGAPR-DEC18
	10/18	04/11/18	21	57317	T2185 UNITED HEALTH CE		200.00	.00	TREVINO,ERC 203423242
TOTAL					PROFESSIONAL CONTRACT SVC	.00	469.85	.00	
4320									
	10/18	04/11/18	21	57316	2836 THE BODY SHOP HE		200.00	.00	MARCH 2018
TOTAL					MEETINGS & DUES	.00	200.00	.00	
TOTAL					HUMAN RESOURCES	.00	669.85	.00	
TOTAL					GENERAL FUND	.00	17,549.94	-6,243.57	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO041318'  
ACCOUNTING PERIOD: 10/18

FUND - 040 - FLEET MAINTENANCE  
BUDGET UNIT - 4265 - FLEET MAINTENANCE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		.12	.00	COPY COUNTS MAR18
10/18	04/11/18	21		57298	0306 LEMOORE HIGH SCH		4,928.78	.00	MARCNG TIME/FAST FILL
10/18	04/11/18	21		57298	0306 LEMOORE HIGH SCH		5,011.85	.00	FEBCNG FAST/SLOW FILL
TOTAL					OPERATING SUPPLIES	.00	9,940.75	.00	
4220F					OPERATING SUPPLIES FUEL				
10/18	04/11/18	21	8317	-01 57282	6445 GARY V. BURROWS,		8,974.21	-8,974.21	BLANKET PO 2ND HALF OF FI
TOTAL					OPERATING SUPPLIES FUEL	.00	8,974.21	-8,974.21	
4230					REPAIR/MAINT SUPPLIES				
10/18	04/11/18	21		57284	5181 HAAKER EQUIPMENT		107.25	.00	VA 52846HD
10/18	04/11/18	21	8236	-01 57312	0535 RUCKSTELL CALIF		914.58	-914.58	PIVOT ARM WELD RIGHT
10/18	04/11/18	21	8236	-02 57312	0535 RUCKSTELL CALIF		914.58	-914.58	PIVOT ARM WELD LEFT
10/18	04/11/18	21	8236	-03 57312	0535 RUCKSTELL CALIF		145.88	-145.88	SALES TAX
10/18	04/11/18	21		57293	2671 KELLER MOTORS		61.45	.00	RESISTOR
10/18	04/11/18	21		57305	0345 MORGAN & SLATES		17.37	.00	PROCESSING LABOR
10/18	04/11/18	21		57297	0286 LAWRENCE TRACTOR		7.79	.00	QUICK CLAMP/TRIPLE T
10/18	04/11/18	21		57293	2671 KELLER MOTORS		47.83	.00	N-MIRROR
10/18	04/11/18	21		57279	1505 FRESNO TRUCK CEN		23.00	.00	MIRROR-M2,BRIGHT,HEA
10/18	04/11/18	21		57285	6146 HANFORD CHRYSLER		109.69	.00	AC/AF HOSE HEAT
10/18	04/11/18	21		57285	6146 HANFORD CHRYSLER		109.69	.00	HOSE HEAT SPEC ORDER
10/18	04/11/18	21		57312	0535 RUCKSTELL CALIF		118.51	.00	EYE BOLT
TOTAL					REPAIR/MAINT SUPPLIES	.00	2,577.62	-1,975.04	
4350					REPAIR/MAINT SERVICES				
10/18	04/11/18	21	8170	-01 57303	6012 MCCANN & SON'S H		1,278.46	-1,278.46	BLANKET PURCHASE ORDER RE
10/18	04/11/18	21	8170	-02 57303	6012 MCCANN & SON'S H		126.71	-126.71	BLANKET PURCHASE ORDER RE
TOTAL					REPAIR/MAINT SERVICES	.00	1,405.17	-1,405.17	
TOTAL					FLEET MAINTENANCE	.00	22,897.75	-12,354.42	
TOTAL					FLEET MAINTENANCE	.00	22,897.75	-12,354.42	

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000K									COST OF REVENUE-KITCHEN
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		1,569.45	.00	BUENO BEV
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		363.07	.00	TAYLORMADE
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		419.90	.00	DONAGHY
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		584.90	.00	BUENO BEV
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		657.65	.00	DONAGHY
TOTAL						.00	3,594.97	.00	
4000P									COST OF REVENUE-PRO SHOP
10/18	04/11/18	21		57320	6508 US KIDS GOLF, LL		259.60	.00	GOLF SUPPLIES
10/18	04/11/18	20		57260	6450 TITLEIST		-57.00	.00	GOLF SUPPLIES
10/18	04/11/18	21		57269	6476 CALLAWAY		165.02	.00	GOLF SUPPLIES
10/18	04/11/18	21		57260	6450 TITLEIST		57.00	.00	GOLF SUPPLIES
10/18	04/11/18	21	8402 -01	57307	6452 NIKE USA, INC.		1,311.77	-1,311.77	CAPS, APPAREL, SHOES
10/18	04/11/18	21	8403 -01	57322	6595 VERN WASKOM COMP		647.94	-647.94	GRIPS, ACCESSORIES
TOTAL						.00	2,384.33	-1,959.71	
4220F									OPERATING SUPPLIES FUEL
10/18	04/11/18	21	8020 -01	57282	6445 GARY V. BURROWS,		1,209.16	-1,209.16	MAINTENANCE EQUIPMENT FUE
TOTAL						.00	1,209.16	-1,209.16	
4220K									OPERATING SUPPLIES-KITCH
10/18	04/11/18	21		57270	6624 CINTAS		43.79	.00	KITCHEN SUPPLIES
TOTAL						.00	43.79	.00	
4220M									OPERATING SUPPLIES MAINT.
10/18	04/11/18	21		57325	6523 WEST VALLEY SUPP		172.01	.00	SUPPLIES
10/18	04/11/18	21		57276	5866 FASTENAL COMPANY		163.80	.00	GOLF SUPPLIES
10/18	04/11/18	21		57294	6475 KERN TURF SUPPLY		145.28	.00	700MID RNG SPRDR BLUE
10/18	04/11/18	21		57297	0286 LAWRENCE TRACTOR		229.45	.00	DRIVETUBE/AUTOCUT25/
10/18	04/11/18	21		57265	6521 BILLINGSLEY TIRE		219.64	.00	MOUNT/DISMOUNT
TOTAL						.00	930.18	.00	
4309									STAFFING/TOM RINGER
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		280.00	.00	MARK FRANTZ
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		125.00	.00	MAURO FLORES
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		1,406.90	.00	EMPLY TAXES
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		13,382.52	.00	EMPLY PAYROLL
10/18	04/11/18	21		57309	T1885 THOMAS RINGER		3,302.58	.00	WORKMANS COMP
TOTAL						.00	18,497.00	.00	
4310									PROFESSIONAL CONTRACT SVC
10/18	04/11/18	21		57311	6548 RINGER, TOM		108.00	.00	MARCH18-GOLF LESSONS
10/18	04/11/18	21		57286	6573 JAMES HUDGEON		622.35	.00	MARCH2018 LESSONS
10/18	04/11/18	21		57262	6574 TONY ALANIZ JR.		415.35	.00	MARCH18- LESSONS
TOTAL						.00	1,145.70	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 16  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
4340									
10/18	04/11/18	21		57308	0363 P G & E		9.53	.00	02/27/2018-03/27/2018
TOTAL						.00	9.53	.00	
TOTAL						.00	27,814.66	-3,168.87	
TOTAL						.00	27,814.66	-3,168.87	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 17  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
									OPERATING SUPPLIES
10/18	04/11/18	21	8243	-01 57318	6058 UNIVAR		546.20	-546.20	BLANKET PO MONTHLY PURCHA
10/18	04/11/18	21	8243	-01 57318	6058 UNIVAR		722.90	-722.90	BLANKET PO MONTHLY PURCHA
10/18	04/11/18	21	8243	-01 57318	6058 UNIVAR		977.35	-977.35	BLANKET PO MONTHLY PURCHA
10/18	04/11/18	21	8243	-01 57318	6058 UNIVAR		1,231.80	-1,231.80	BLANKET PO MONTHLY PURCHA
10/18	04/11/18	21	8243	-01 57318	6058 UNIVAR		1,274.21	-1,274.21	BLANKET PO MONTHLY PURCHA
TOTAL						.00	4,752.46	-4,752.46	
4380									
									RENTALS & LEASES
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		60.40	.00	COPY COUNTS MAR18
TOTAL						.00	60.40	.00	
TOTAL						.00	4,812.86	-4,752.46	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 18  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 4251 - UTILITY OFFICE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/18	04/11/18	21		57288	5546 INFOSEND		3,932.83	.00	STATEMENTS
10/18	04/11/18	21	8325	-01 57310	6729 PRIDESTAFF, INC.		900.00	-900.00	ACCOUNTING CLERK TEMP
10/18	04/11/18	21	8325	-01 57310	6729 PRIDESTAFF, INC.		945.00	-945.00	ACCOUNTING CLERK TEMP
TOTAL					PROFESSIONAL CONTRACT SVC	.00	5,777.83	-1,845.00	
4380									
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		108.10	.00	COPY COUNTS MAR18
TOTAL					RENTALS & LEASES	.00	108.10	.00	
TOTAL					UTILITY OFFICE	.00	5,885.93	-1,845.00	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 19  
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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO041318'  
ACCOUNTING PERIOD: 10/18

FUND - 050 - WATER  
BUDGET UNIT - 5209 - SCADA UPDATE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
									PROFESSIONAL CONTRACT SVC
10/18	04/11/18	21	8252	-01 57287	6858 INDUSTRIAL AUTOM		3,159.91	-3,160.06	UPGRADE VFD
10/18	04/11/18	21	8252	-02 57287	6858 INDUSTRIAL AUTOM		.30	- .30	CONTROL PANELS
10/18	04/11/18	21	8252	-03 57287	6858 INDUSTRIAL AUTOM		7,392.26	-7,392.61	ELECTRICAL INSTALLATION
10/18	04/11/18	21	8252	-04 57287	6858 INDUSTRIAL AUTOM		739.98	-740.01	COMMISSIONING
10/18	04/11/18	21	8252	-05 57287	6858 INDUSTRIAL AUTOM		.05	- .05	SALES TAX
10/18	04/11/18	21	8252	-06 PI-001907	6858 INDUSTRIAL AUTOM		.00	.00	FREIGHT
10/18	04/11/18	21	8002	-02 57287	6858 INDUSTRIAL AUTOM		14,956.52	-14,956.52	PROVIDE SCADA SYSTEM DESI
TOTAL						.00	26,249.02	-26,249.55	
									PROFESSIONAL CONTRACT SVC
TOTAL						.00	26,249.02	-26,249.55	SCADA UPDATE
TOTAL						.00	36,947.81	-32,847.01	WATER

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 20  
AUDIT11

SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='PO041318'  
ACCOUNTING PERIOD: 10/18

FUND - 056 - REFUSE  
BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4010									
									REGULAR SALARIES
10/18	04/11/18	21		57281	T818 JOSE GALLEGOS		161.89	.00	REIMBURSE BOOTS
10/18	04/11/18	21		57264	2446 CHRISTOPHER BANU		200.00	.00	REIMBURSE BOOTS
10/18	04/11/18	21		57313	T1596 SERRATO, ALFONSO		200.00	.00	REIMBURSE BOOTS
TOTAL						.00	561.89	.00	
									REGULAR SALARIES
4220									
									OPERATING SUPPLIES
10/18	04/11/18	21		57280	6751 FURTADO WELDING		103.28	.00	SAFETY VEXTL/XL
TOTAL						.00	103.28	.00	
									OPERATING SUPPLIES
4230									
									REPAIR/MAINT SUPPLIES
10/18	04/11/18	21	8406	-01 57312	0535 RUCKSTELL CALIF		370.50	-370.50	FUEL SHUT OFF SOLENOID
10/18	04/11/18	21	8406	-02 57312	0535 RUCKSTELL CALIF		400.00	-400.00	ROAD CALL
10/18	04/11/18	21	8406	-03 57312	0535 RUCKSTELL CALIF		900.00	-900.00	ROAD CALL
10/18	04/11/18	21	8406	-04 57312	0535 RUCKSTELL CALIF		275.00	-275.00	ROAD CALL
10/18	04/11/18	21	8406	-05 57312	0535 RUCKSTELL CALIF		30.47	-30.47	SALES TAX
TOTAL						.00	1,975.97	-1,975.97	
									REPAIR/MAINT SUPPLIES
4310									
									PROFESSIONAL CONTRACT SVC
10/18	04/11/18	21	8053	-01 57296	0234 KINGS WASTE AND		98,316.59	-98,316.59	FISCAL 17-18 BLANKET PURC
TOTAL						.00	98,316.59	-98,316.59	
									PROFESSIONAL CONTRACT SVC
4380									
									RENTALS & LEASES
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		3.92	.00	COPY COUNTS MAR18
TOTAL						.00	3.92	.00	
									RENTALS & LEASES
TOTAL						.00	100,961.65	-100,292.56	
									REFUSE
TOTAL						.00	100,961.65	-100,292.56	
									REFUSE

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.fund between '001' and '247' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 060 - SEWER& STORM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
									OPERATING SUPPLIES
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		-4,000.00	4,000.00	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		-3,000.00	3,000.00	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		-2,000.00	2,000.00	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		-2,000.00	2,000.00	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		-2,000.00	2,000.00	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		1,821.80	-1,821.80	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		3,821.80	-3,821.80	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		3,821.80	-3,821.80	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		3,887.60	-3,887.60	BLANKET PURCHASE ORDER FY
10/18	04/11/18	21	8178	-01 57315	2072 THATCHER COMPANY		5,720.20	-5,720.20	BLANKET PURCHASE ORDER FY
TOTAL						.00	6,073.20	-6,073.20	
4380									
									RENTALS & LEASES
10/18	04/11/18	21		57283	5977 GREATAMERICA FIN		28.82	.00	COPY COUNTS MAR18
TOTAL						.00	28.82	.00	
TOTAL						.00	6,102.02	-6,073.20	
TOTAL						.00	6,102.02	-6,073.20	
TOTAL						.00	212,273.83	-160,979.63	

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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999'AND transact.batch='p0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 090 - TRUST & AGENCY

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020			ACCOUNTS PAYABLE				
10/18	04/11/18	21	57292	6788 KART		54.00	BUS PASSES LOCAL/OUT
10/18	04/11/18	21	57302	T2397 MARLENE MACEDO		150.00	VET HALL REFUND
10/18	04/11/18	21	57261	T2398 ADRIANA SOTO		250.00	CIVIC REFUND
TOTAL			ACCOUNTS PAYABLE		.00	454.00	
2300			CUSTOMER DEPOSITS				
10/18	04/11/18	21	57302	T2397 MARLENE MACEDO	150.00		VET HALL REFUND
10/18	04/11/18	21	57261	T2398 ADRIANA SOTO	250.00		CIVIC REFUND
TOTAL			CUSTOMER DEPOSITS		400.00	.00	
2313			KART				
10/18	04/11/18	21	57292	6788 KART	54.00		BUS PASSES LOCAL/OUT
TOTAL			KART		54.00	.00	
TOTAL			TRUST & AGENCY		454.00	454.00	
TOTAL REPORT					454.00	454.00	

PEI  
DATE: 04/11/2018  
TIME: 16:05:19

CITY OF LEMOORE  
REVENUE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT31

SELECTION CRITERIA: transact.account between '3000' and '3999' and transact.batch='P0041318'  
ACCOUNTING PERIOD: 10/18

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION
3880	MISCELLANEOUS						
10/18	04/11/18	210	57304	T2396 MIRIAM SIDE		-81.00	BUSINESS APP REFUND
TOTAL	MISCELLANEOUS				.00	-81.00	.00
TOTAL	GENERAL FUND				.00	-81.00	.00
TOTAL	GENERAL FUND				.00	-81.00	.00
TOTAL REPORT					.00	-81.00	.00