



CITY OF RIVERBANK
**REGULAR CITY COUNCIL AND
LOCAL REDEVELOPMENT AUTHORITY MEETING**
(The City Council also serves as the LRA Board)
City Hall Council Chambers
6707 Third Street • Riverbank • CA 95367

AGENDA
MONDAY, AUGUST 12, 2013 – 6:00 P.M.

CALL TO ORDER: Mayor/Chair Richard D. O'Brien

FLAG SALUTE: Mayor/Chair Richard D. O'Brien

ROLL CALL: Mayor/Chair Richard D. O'Brien
Vice Mayor/Chair Jeanine Tucker
Council/Authority Member Darlene Barber-Martinez
Council/Authority Member Cal Campbell
Council/Authority Member Dotty Nygard

CONFLICT OF INTEREST

Council/Authority Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

1. PRESENTATIONS

- Item 1.1:** Proclamation – Cardozo Middle School Science Building.
- Item 1.2:** Stanislaus Consolidated Fire Protection District (SCFPD) Update.
- Item 1.3:** Valley Vision Stanislaus Plan Update.

2. PUBLIC COMMENTS (No Action Can Be Taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please address the entire City Council/LRA Board and refrain from directing your comments to a single Council/Authority Member or the audience.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/Authority Board unless otherwise requested by an individual Council/Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 3.A: Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: Approval of the June 26, 2013, Special City Council Meeting Minutes.

Item 3.B-1: Approval of the July 22, 2013, Regular City Council Meeting Minutes.

Item 3.B-2: Approval of the July 8, 2013, Local Redevelopment Authority Minutes.

Item 3.C: **Second Reading by Title only and Consideration for Adoption of Ordinance 2013-001 to Repeal Chapter 151: Floodplain Management Under Title 15: Land Usage, and Adopt a Comprehensive Updated Chapter 151: Floodplain Management of the City of Riverbank Code of Ordinances** – It is recommended that the City Council consider adoption of Ordinance 2013-001 to repeal, in its entirety, Chapter 151: Floodplain Management, to be consistent with Federal requirements.

Item 3.D: **Removal of Max Melendez as a Planning Commissioner** – In response to a request from the Planning Commission, it is recommended that City Council remove Max Melendez as Planning Commissioner since he has not attended a Planning Commission meeting since February 2011. It is further recommended that the City Council direct staff to begin the process of advertising the Planning Commission vacancy in the Community by using the City web-site and local newspaper.

Item 3.E: **Natural Gas Contract, Commercial Energy of California** – It is recommended that the City Council authorize the City Manager to sign a one (1) year contract annually for up to four (4) years with Commercial Energy of California to supply natural gas to the City of Riverbank.

Item 3.F: **Agreement with Stantec Consulting Services to Complete the Demand Management Measures and Cost Benefit Analysis Component of the Urban Water Management Plan** – It is recommended that the City Council authorize the City Manager to enter into an agreement with Stantec Consulting Services to complete the Demand Management Measures and Cost Benefit Analysis components of Riverbank's Urban Water Management Plan in order to complete the document using funds budgeted for this purpose in the 2013-2014 Adopted Budget.

Item 3.G: **Authorize the City Manager to Execute an Agreement for Contract Planning Services with J.B. Anderson Land Use Planning.**

Recommendation:

It is recommended that City Council/LRA Board approve the Consent Calendar items by roll call vote.

4. UNFINISHED BUSINESS

There are no items to consider.

5. PUBLIC HEARINGS

There are no items to consider.

6. NEW BUSINESS

Item 6.1: Request for Direction on the Budget Advisory Committee Recommendations – It is recommended that the City Council provide direction regarding the Budget Advisory Committee recommendations.

Item 6.2: (LRA.) Consider Approval of Local Redevelopment Authority Community Advisory Committee Recommendations – It is recommended that the City of Riverbank Local Redevelopment Authority Board consider approving recommendations from representatives of the LRA Community Advisory Committee.

7. COMMENTS (Information only – No action)

Item 7.1: Staff Comments

Item 7.2: Council/Authority Member Comments

Item 7.3: Mayor/Chair Comments

8. CLOSED SESSION

Item 8.1: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Government Code § 54956.9: 1 potential case

Item 8.2: CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code § 54957.6
Agency representative: Jill Anderson, City Manager
Employee organizations: Riverbank Miscellaneous Employees
Riverbank Mid-Management Bargaining Unit

Recommendation:

It is recommended that City Council/LRA Board give direction to Staff on the Closed Session item(s).

9. REPORT FROM CLOSED SESSION

Item 9.1: Report from Closed Session Item 8.1: **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Item 9.2: Report out on Item 8.2: **CONFERENCE WITH LABOR NEGOTIATORS**

10. INFORMATIONAL ITEMS (Information Only – No Action)

Item 10.1: Warrant Registers for 07/17/13, 07/18/13, 07/25/13, 08/01/13 and Credit Card Statements for 06/24/13.

ADJOURNMENT (The next regular City Council meeting – August 26 at 6:pm.)

UPCOMING EVENTS:

Ongoing	§ <u>Recreational Swim</u> – Afternoons at Community Pool, check City website for times www.riverbank.org
Saturdays thru August 31	§ <u>Farmers' Market</u> – Mornings 8:30am - 12:30pm, located in parking lot between Cool Hand Luke's & Galaxy 12 Theatres (Contact Councilmember Nygard at 968-7989)
Due: August 16	§ <u>Budget Advisory Committee</u> - Applications are currently being accepted to fill 3 vacancies. Recruitment closes: August 16 th Contact Marisela Hernandez at 863-7110 for more information.
August 20	§ <u>Planning Commission Meeting:</u> City Hall North, Council Chambers, at 6:00 p.m.
Aug. 26-30	§ <u>Fall/Winter Activity Guides</u> – will be available at the Recreation office during the last week of August.
Begins September 3	§ <u>Tot Time</u> – for ages 3-5. Registration is now available online

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board 72 hours prior to the meeting.

Dated this 8th day of August, 2013

Annabelle Aguilar, CMC, City Clerk /LRA Secretary

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Notice Regarding Non-English Speakers: Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank City Council/LRA Board shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information: The City Council Members also serve as the LRA Board Members. The Riverbank City Council/LRA Board meets in the City Hall North Council Chambers. Regular City Council meetings are held on the 2nd and 4th Mondays of each month at 6:00 p.m. The Local Redevelopment Authority Board meets on an "as needed" basis. Meetings are held as indicated, unless otherwise noticed.

Council/LRA Agenda: The City Council/LRA Board agenda is posted pursuant to the California Brown Act, which only requires these agenda title pages to be posted. Additional documents may be provided by the City in its efforts of transparency to keep the public well informed. The agenda is posted for public review at the City's website www.riverbank.org, at the City Clerk's Office, and on the exterior of the North City Hall building's bulletin board, 6707 Third Street, Riverbank, CA. Subscription to receive the agenda can be purchased for a nominal fee through the City Clerk's Office.

Public Hearings: In general, a public hearing is an open consideration within a regular meeting of the City Council or a meeting of the LRA, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.

Questions: Contact the City Clerk at (209) 863-7122 or aaguilar@riverbank.org

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.1

SECTION 1: PRESENTATIONS

Meeting Date:	August 12, 2013
Subject:	Proclamation – Cardozo Middle School Science Building
From:	Jill Anderson, City Manager
Submitted by:	Luanne Bain, Administrative Assistant

RECOMMENDATION

It is recommended that the City Council read the Proclamation and present to representatives from Cardozo Middle School.

SUMMARY

Councilmember Darlene Barber-Martinez attended the ribbon-cutting ceremony of the new Science Building at Cardozo Middle School on August 6, 2013. Middle School students will enjoy the state-of-the art building and equipment as the new semester opens.

FINANCIAL IMPACT

There is no financial impact to this report.

ATTACHMENT

1. Proclamation

CITY OF RIVERBANK

PROCLAMATION

WHEREAS, our community recognizes that quality education is essential to community well-being; and

WHEREAS, our community long ago established public school systems designed to provide the best possible learning facilities for their children and for succeeding generations thereof; and

WHEREAS, said public school systems, while maintaining their original purpose of teaching young people to read, write, and figure, have through the years broadened and enhanced their curricula in response to changing economic and social trends; and

WHEREAS, Cardozo Middle School has taken additional steps to enhance the education which is to be afforded and available to every child in attendance; and

WHEREAS, Cardozo Middle School is to be commended for its new state-of-the-art Science Building.

NOW, THEREFORE, LET IT BE PROCLAIMED by the City Council of the City of Riverbank that the Cardozo Middle School Science Building will continue to educate our sons and daughters for generations to come.

August 12, 2013



Richard D. O'Brien, Mayor

Jeanine Tucker, Vice Mayor

Cal Campbell, Councilmember

Darlene Barber-Martinez, Councilmember

Dotty Nygard, Councilmember

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.2

SECTION 1: PRESENTATIONS

Meeting Date:	August 12, 2013
Subject:	Valley Vision Stanislaus Plan Update
From:	Jill Anderson, City Manager
Submitted by:	Luanne Bain, Administrative Assistant

RECOMMENDATION

It is recommended that the City Council receive the presentation provided this evening from Valley Vision Stanislaus Project Manager & StanCOG Associate Planner Jaylen French; Carlos Yamzon, StanCOG Executive Director; and Valley Vision Stanislaus Outreach Task Manager & Flint Strategies Consultant Kendall Flint.

SUMMARY

After seven months of gathering input and a comprehensive review of the future needs of the County, the Stanislaus Council of Governments (StanCOG) is ready to present the four proposed alternatives for the Valley Vision Stanislaus Plan; a long-range regional transportation plan that will provide the framework for investment in roads, freeways, public transit, bike trails, and other ways people move around our County for the next 28-years.

Three upcoming workshops will be held around the County to give the public the opportunity to review the alternatives and provide comments. The workshops will be held:

Wednesday, August 14, 6:30-8:30pm
City of Patterson
1 Plaza
Patterson CA

Tuesday, August 20, 6:30-8:30pm
City of Oakdale
111 South Second Avenue
Oakdale CA

Tuesday, August 27, 6:30-8:30pm
City of Ceres
2701 Fourth Street, Community Room
Ceres CA

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

There are no attachments to this report.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.3

SECTION 1: PRESENTATIONS

Meeting Date:	August 12, 2013
Subject:	Stanislaus Consolidated Fire Protection District (SCFPD) Update
From:	Jill Anderson, City Manager
Submitted by:	Luanne Bain, Administrative Assistant

RECOMMENDATION

It is recommended that the City Council receive the presentation provided by Michelle Guzman, SCFPD Board Representative for the City of Riverbank.

SUMMARY

Michelle Guzman is the Riverbank Representative of the Stanislaus Consolidated Fire Protection District (SCFPD), and she is here this evening to provide an update of the Board's most recent actions.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

There are no attachments to this report.

RIVERBANK CITY COUNCIL / LRA AGENDA ITEM NO. 3.A

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Waiver of Readings
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk / LRA Secretary

RECOMMENDATION

It is recommended that the City Council/LRA Board approve the waiver of readings of Ordinances and Resolutions, except by title.

SUMMARY

The approval of the waiver of readings will allow Ordinances and Resolutions to be introduced by title only and acted upon without the need to read the entire text of the item into the public record. The documents related to proposed Ordinances and Resolutions are available for review by the public on the City's website and in the City Clerk's office at City Hall (North).

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENTS

There are no attachments to this report.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.B

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Approval of the June 26, 2013, Special City Council Minutes
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk

RECOMMENDATION

It is recommended that the City Council approve the Special City Council Meeting Minutes as presented.

SUMMARY

The Draft Minutes of the June 26, 2013, special City Council meeting have been prepared for the City Council's review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENT:

1. June 26, 2013, Special Minutes



**CITY OF RIVERBANK
SPECIAL CITY COUNCIL MEETING
MINUTES
WEDNESDAY, JUNE 26, 2013**



The following minutes reflect action minutes, which may contain added clarification for the record. A copy of the verbatim recording may be obtained, for a fee, by contacting the Administration Department at (209) 863-7122.

CALL TO ORDER:

The City Council of the City of Riverbank met this date for a special City Council meeting at 6:00 p.m. at the Riverbank City Council Chamber, 6707 Third Street, Riverbank, California with Mayor Richard D. O'Brien presiding.

ROLL CALL:

Present: Mayor Richard D. O'Brien; Vice Mayor Jeanine Tucker
Councilmembers: Darlene Barber-Martinez, Cal Campbell, and Dotty Nygard

CONFLICT OF INTEREST

Council Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

No one spoke.

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken)

Pursuant to Government Code 54954.3, in reference to a special meeting, the public has the opportunity to address the City Council only on items appearing on this special meeting notice. Individual comments are limited to a **maximum of 5 minutes** per person and each person may speak once during this time. Time cannot be yielded to another person.

No one spoke.

2. PUBLIC HEARING

Item 2.1: Resolution to Adopt the Fiscal Year 2013/2014 Budget – It is recommended that City Council approve the resolution adopting the Fiscal Year 2013/2014 operating budget.

Jill Anderson, City Manager, introduced the item for discussion. Marisela Hernandez, Director of Finance presented the budget report (PowerPoint attached).

City Council and Staff discussed the budget items. Staff recommended waiting another year for the replacement of the Police Services generator based on a performance test that was conducted.

Mayor O'Brien opened the Public Hearing at 7:03 p.m.

- Mr. Charles Neal spoke in regards to the RPF process and the default of bond payments for the Redevelopment Agency projects.*

Mayor O'Brien closed the Public Hearing at 7:11 p.m.

ACTION: *Motion by (O'Brien / Tucker / passed 4-1 / nay – Barber-Martinez) to approve amending the budget to reflect the retention of the \$14,000 proposed to reduce the Grover Landscaping contract services, to approve the one-time expenditure for the Museum roof repair (\$4,000), and to approve the one-time expenditure for roof repair of North City Hall (\$8,400); motion carried by roll call vote.*

Mayor O'Brien was in agreement with Councilmember Nygard's request to revisit the Police Services contract in consideration of filling the two current vacancies for community safety. City Manager Anderson clarified that the budget could be amended as needed.

ACTION: *Motion by (Tucker / Campbell / passed *5-0) to approve an amended budget for Fiscal Year 2013/2014 as presented; motion carried by unanimous roll call vote.*

**Councilmember Barber-Martinez stated her affirmative vote was based on City Manager Anderson's statement of having the ability to amend the budget as needed.*

3. COMMENTS

Item 3.1: *Staff Comments: (Information Only – No Action)*

City Manager Anderson announced the LRA Industrial Park, Tenant Appreciation Day and the special community event on Wednesday evenings through July, and thanked everyone for their efforts in completion of the budget.

Item 3.2: Council Comments: (Information Only – No Action)

Councilmember Campbell invited everyone to a Historical Society event.

Councilmember Nygard commented on working together and taking steps towards financial stability.

Vice Mayor Tucker wished everyone a happy 4th of July.

Mayor O'Brien thanked Finance Director Hernandez, City Manager Anderson, and staff for the budget presentation; thanked Members of the Council for their patience throughout the budget process; and looked forward to the completion of the labor negotiations and budget outcome.

ADJOURNMENT

There being no further business, Mayor O'Brien adjourned the meeting at 7:23 p.m.

ATTEST:

Annabelle Aguilar, CMC
City Clerk

APPROVED:

Richard O'Brien
Mayor

Fiscal Year 2013-14 Budget Adoption

June 26, 2013

Presentation Overview

- General Fund
 - Outstanding Items
- Special Revenue Funds
- System Development Fee Funds
- Housing Funds
- Sewer Enterprise Funds
- Water Enterprise Funds

GENERAL FUND

General Fund Status

Reserve at July 1, 2013	\$968,045 (12.40%)
Add: Projected Revenues	+\$8,026,138
Less: Projected Expenditures	-\$7,995,987
Reserve at June 30, 2014	=\$998, 196 (12.44%)
Required 10% Reserve	\$802,614
Surplus to Reserve Requirement	\$195,582
Structural Surplus (Rev. less Exp.)	\$30,151

General Fund

Budget Workshop Direction

Included In the FY 2013-14 Budget-Current Proposed	Amount
Salary Savings for 2 Vacant Sheriff Positions	\$216,000
15% Decrease in Parks Grover Landscape Contract	\$14,000
Riverbank Museum Roof Repairs	\$4,000
City Hall North Roof Repairs	\$8,400

OUTSTANDING ITEMS

Outstanding Items

- **July 8, 2013** – Capital Improvement Program Presentation
- **August 12, 2013** – Review of the Budget Advisory Committee Recommendations

Outstanding Items

Police Services Generator

- Appropriation of \$29,000 was approved at the Budget Workshop.
- Staff has investigated the following options:
 - Purchase Used Generator from federal or military surplus sales
 - Generators do not meet current code
 - Thorough study of current generator by Industrial Electric to evaluate potential issues & estimated remaining useful life
 - No major issues found but we should closely monitor the generator for continued signs of deterioration. There may be difficulty in obtaining replacement parts
- Requesting delay of appropriation until 2014

Outstanding Items

Parks Landscape Contract

- 15% contract reduction proposed:

Current Contract Amount	\$93,800
Amended Contract Amount	\$79,800
Reduction	-\$14,000

- AWP – Mowing of Jacob Myer & Safreno Parks
 - Summer Season – Part Time staff available to address potential maintenance issues
 - Off-Season – Current Full-Time staff will need to address any issues.

Outstanding Items

Parks Landscape Contract

Impacts:

- Current staff will absorb the additional work (mowing of 4 parks) Full time staff will spend 2 days during off season mowing. At times this can be done every other week. Full time employee value: \$18,000.
- Maintenance of mower: 2-3 hours per week. Full time employee value: \$3,500
- Cost of fuel and fertilizer will increase dependent on use
- Park Aide Seasonal position will be mowing instead of assisting with weeding, garbage and restroom cleaning.
- Probable reduction in the level of responsiveness will be due to additional work.
 - Slower response on work orders, repairs, etc.
 - Possible reduction in overall park quality.
 - Building repairs done in-house will be less likely to occur.

Outstanding Items

Parks Landscape Contract

- Full-Time Staff – Mowing & Maintenance of the following (in addition to current duties):
 - Hutcheson, Pioneer, Whorton, Community Center/Teen Center, and Staley Parks
 - Claus Road Wall, Highway 108 Water Feature, Terminal Ave. Wall & Topeka E. of Jackson
- Future funding may be needed at mid-year for aeration & fertilization
- **July 22, 2013** – City Council agenda item to discuss direction on future RFP (Request for Proposal) for landscape services

Outstanding Item

Gilton Refuse Service Contract

- Cost is borne by the residents via the bi-monthly billing
 - Current Monthly Fee: \$17.50 (\$35.00 bi-monthly)
- General Fund does not contribute any funds towards this payment
 - Receives Franchise Fee Revenues from Gilton

	Amount
FY 2012-13 Budget	\$229,169
Received to Date	\$227,839
FY 2013-14 Budget	\$230,711

Outstanding Item

Gilton Refuse Service Contract

- April 22, 2013 – Gilton presentation made to the City Council
 - Council direction provided:
 - More publicity on the Blue Bag & CRT Recycling Program,
 - Explore renewing contract for three (3) years and evaluate contract annually to consider renewal or RFP,
 - Provide cost breakdown of several service options
 - Provide cost comparison matrix of options provided by other cities.

Outstanding Item

Gilton Refuse Service Contract

APRIL 2013 COMPARABLE RATES FOR LIKE SERVICES - SURROUNDING AREA

STANISLAUS COUNTY

CITY	EST. POP	90GAL RATE	PROVIDER	CURB GW	RC	OIL&FILTER	BULKY	EWASTE	HHW	CLEANUP	LEAF& LIMB	NOTES
RIVERBANK	22,898	\$17.50	GSW	CURB	BLUE BAG	DROP	NO	VOUCHER 2 / YR	DROP			
STAN CO	111,098	\$19.32	GSW	NO	CURB	CURB	CURB	DROP	DROP	NO	NO	PH SOON
STAN CO	111,098	\$20.98	TURLOCK	NO	CURB	CURB	CURB	DROP	DROP	NO	NO	PH SOON
CERES	45,801	\$21.16	BERTOLOTTI	NO	CURB EOW	CURB EOW	CURB 2X / YR	DROP OR VOUCHER	DROP	NO	EOW NO GRASS	
NEWMAN	10,554	\$21.50	BERTOLOTTI	NO	CURB EOW	CURB EOW	CURB 2X / YR	DROP OR VOUCHER	DROP	NO	EOW NO GRASS	
OAKDALE	20,922	\$21.69	GSW	CURB	BLUE BAG	DROP	CURB	VOUCHER 2 / YR	DROP			
STAN CO	111,098	\$22.32	TURLOCK	NO	CURB	CURB	CURB	DROP	DROP	NO	NO	PH SOON
STAN CO	111,098	\$23.62	BERTOLOTTI	NO	CURB	CURB	CURB	DROP	DROP	NO	NO	PH SOON
PATTERSON	20,610	\$25.93	BERTOLOTTI	CURB	CURB	DROP	CURB 2X / YR	DROP	DROP	NO		JULY 1 \$28.01
MODESTO	202,852	\$26.73	GSW & BERT	CURB	NO	CURB	CURB	DROP	DROP			
HUGHSON	6,791	\$33.64	WM	CURB EOW	CURB EOW	CURB EOW	NO	DROP	DROP	ANNUAL	NO	
WATERFORD	8,523	\$37.37	WM	CURB	CURB	CURB	NO	DROP	DROP	1X YR VOUCHER	NO	
TURLOCK	69,290	\$38.10	TURLOCK	CURB	CURB	CURB	NO	DROP	DROP	PERIODIC	NO	

Outstanding Item

ED Bank Loan

- \$750,000 Loan obtained for the Riverbank Industrial Complex
- Four (4) Companies were issued loans
- Repayment to County due November 2013
- **October 2013** – City Council agenda item to discuss direction on future repayment.

SPECIAL REVENUE FUNDS

Special Revenue Funds

- Legally Restricted to be spent on specific areas
- Examples:
 - Gas Tax Fund: Street Maintenance/Street Capital Projects
 - Also includes sidewalk, curb & gutter work
 - Storm Drain Fund: Storm Drain Maintenance/Repairs
 - Prop 1B Fund: Bridge Repair
 - Vehicle Tow Fund/Grants: Police Tow Fund collected from towed vehicles for traffic enforcement.
 - Worker's Comp Liability Fund: Workers' Comp Annual Premiums & Deductibles
 - General Liability Fund: Property & Liability Insurance Annual Premiums & Deductible
 - Quimby Park Fund: Park Development

Special Revenue Funds

- Major Projects Recommended:
 - Gas Tax
 - ADA Accessibility
 - Trailer Mounted Speed Sensor
 - Prop 1B Funds
 - 1st Street Bridge Repairs
 - General Liability Fund
 - Jacob Myer Safe Tree Cut

Special Revenue Funds

All Special Funds Activity:

Beginning Reserves	\$959,240
Add: Estimated Revenues	\$2,194,815
Less: Estimated Expenditures	\$2,407,279
Ending Reserve	\$746,776
Structural Deficit	\$212,464

Several Funds are designed to operate at a structural deficit due to the nature of the revenues received (one-time revenues, grants, or state allocations).

SYSTEM DEVELOPMENT FEE FUNDS

System Development Fee Funds

- Legally Restricted to be spent on projects identified in the approved System Development Fee program
- Revenues are paid by new development (residential & commercial)
- Examples:
 - Bridges/Roads Fund: Bridge & Road construction/re-construction
 - Overpass Fund: Construction of Overpass (reallocated to construction of underpass at Santa Fe)
 - Storm Drain: Construction of Storm Drain Infrastructure
 - Police/General Government: Construction of Police & General Government Facilities (such as new City Hall)
 - Crossroads Undergrounding: Collection of Fees for the undergrounding of utilities in the Crossroads area.

System Development Fee Funds

- Major Projects Recommended:
 - Streets/Public Works
 - Patterson Road Railroad Crossing Improvements
 - Storm Drainage
 - Central Ave. Storm Drain

System Development Fee Funds

All System Development Activity:

Beginning Reserves	\$4,963,958
Add: Estimated Revenues	\$71,400
Less: Estimated Expenditures	\$580,936
Ending Reserve	\$4,454,422
Structural Deficit	\$509,536

Funds are designed to operate at a structural deficit due to the nature of the revenues received (one-time revenues from new development).

HOUSING FUNDS

Housing Funds

- Funds account for all current outstanding loans to residents for the First-Time Home-Buyers Program & the Housing Rehabilitation Loan Program
 - Current Outstanding Loan Portfolio: \$11,202,600
- Loan repayments received must be used to provide future loans only as per City Council Adopted Guidelines
- Loan Terms typically are 30-year deferred loans

Housing Funds

All Housing Activity:

Beginning Reserves	\$462,392
Add: Estimated Revenues	\$119,727
Less: Estimated Expenditures	\$130,907
Ending Reserve	\$451,212
Structural Deficit	\$11,800

SEWER ENTERPRISE FUNDS

Sewer Enterprise Funds

- Legally Restricted to be spent on Sewer related items
- Revenues are paid by all city customers (residential, commercial, industrial)
- Fund Types:
 - Sewer Fund: Operational Fund of the Sewer Collection & Sewer Treatment for Maintenance
 - Sewer Debt Service: Accounts for revenues & expenditures associated with current bonds owed by the Sewer Fund
 - Sewer Capital Improvement Fund: Council approved fund for Sewer Emergency funds
 - Sewer System Development Fund: Development fees paid by new development for upgrades to the sewer system

Sewer Enterprise Funds

- Major Projects Recommended:
 - Sewer Fund
 - Smart Cover Installation
 - Splitting of utilities at Jackson Ave. Lift Station
 - Sewer Capital Improvement Fund
 - Funds allocated for major emergencies
- Sewer Bond Payment Due: \$340,838

Sewer Enterprise Funds

All Sewer Enterprise Activity:

Beginning Reserves	\$1,912,721
Add: Estimated Revenues	\$2,632,509
Less: Estimated Expenditures	\$2,694,272
Ending Reserve	\$1,850,958
Structural Deficit	\$61,793

WATER ENTERPRISE FUNDS

Water Enterprise Funds

- Legally Restricted to be spent on Water related items
- Revenues are paid by all city customers (residential, commercial, industrial)
- Fund Types:
 - Water Fund: Operational Fund of the water system for Maintenance
 - Water Capital Improvement Fund: Council approved fund for Sewer Emergency funds
 - Water Connection Fund: Funds paid to connect to the City's water system
 - Water System Development Fund: Development fees paid by new development for upgrades to the water system

Water Enterprise Funds

- Major Projects Recommended:
 - Water Fund
 - Splitting of Utilities at Jackson Ave. Well
 - Water Conservation Program
 - Water Capital Improvement Fund
 - Funds allocated for major emergencies
 - Water Connection Fund
 - Water Meter Reading System Upgrade

Water Enterprise Funds

All Water Enterprise Activity:

Beginning Reserves	\$2,634,554
Add: Estimated Revenues	\$1,743,630
Less: Estimated Expenditures	\$2,796,254
Ending Reserve	\$1,581,930
Structural Deficit	\$1,052,624

Recommendation

**It is recommended that the City
Council adopt the
Fiscal Year 2013-2014 Annual
Operating Budget**

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.B-1

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Approval of the July 22, 2013, Regular City Council Minutes
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk

RECOMMENDATION

It is recommended that the City Council approve the Regular City Council Meeting Minutes as presented.

SUMMARY

The Draft Minutes of the July 22, 2013, regular City Council meeting have been prepared for the City Council's review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENT:

1. July 22, 2013, Minutes



**CITY OF RIVERBANK
REGULAR CITY COUNCIL MEETING
MINUTES
MONDAY, JULY 22, 2013**



The following minutes reflect action minutes, which may contain added clarification for the record. A copy of the verbatim recording may be obtained, for a fee, by contacting the Administration Department at (209) 863-7122.

CALL TO ORDER:

The City Council of the City of Riverbank met this date in a regular session at 6:00 p.m. in the Riverbank City Council Chamber, 6707 Third Street, Riverbank, California, with Mayor Richard D. O'Brien presiding.

FLAG SALUTE: Mayor Richard D. O'Brien

ROLL CALL:

Present: Mayor Richard D. O'Brien; Vice Mayor Jeanine Tucker
Councilmembers: Darlene Barber-Martinez, Cal Campbell, and Dotty Nygard

CONFLICT OF INTEREST

Council Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

No one spoke.

1. PRESENTATIONS

Item 1.1: Recognition of City Employees for Outstanding Service.

Mayor O'Brien recognized Ken Plaster, Rigo Ramos, Justin Smith, Curtis Myer, Ray Pimentel, Juan Vigil, Rudy Cervantes, and Michael Riddell for their swift response to a grass fire.

Item 1.2: Stanislaus Regional Transit (staRT).

Ms. Eunice Lovi, Transit Manager for the Stanislaus Regional Transit provided an update on services.

2. PUBLIC COMMENTS (No Action Can Be Taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon by the City Council. For record purposes, state your name and City of residence. Please address the entire City Council and refrain from directing your comments to a single Member of the Council or the audience.

John Lutz, Riverbank Rotary Club Member, gave an update of the organizations activities.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 3.A: Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: Approval of the June 24, 2013, Regular City Council Meeting Minutes.

Item 3.B-1: Approval of the July 8, 2013, Regular City Council Meeting Minutes.

Item 3.C: **Memorandum of Understanding with Riverbank Unified School District to Provide an Afterschool Recreation Program** – It is recommended that the City Council approve the Memorandum of Understanding (MOU) to provide after school program services in partnership with the Riverbank Unified School District.

Item 3.D: **Resolution to Approve the 2013 Cheese & Wine Festival Boundary Map & Facility Fee Waiver Request** – It is recommended that the City Council approve the Cheese & Wine Festival boundary map and fee waiver request consistent with past actions of the City Council.

Recommendation: It is recommended that City Council approve the Consent Calendar items by roll call vote.

Mr. Charles Neal inquired about a new facility making cheese products.

ACTION: *By motion (Tucker / Nygard / passed 5-0) to approve Consent Calendar Items 3.A – 3.D as presented; motioned carried by unanimous roll call vote.*

4. UNFINISHED BUSINESS

There were no items to consider.

5. PUBLIC HEARINGS

Item 5.1: **First Reading by Title only of an Ordinance to Repeal Chapter 151: Floodplain Management Under Title 15: Land Usage, and Adopt a Comprehensive Updated Chapter 151: Floodplain Management of the City of Riverbank Code of Ordinances** – It is recommended that the City Council conduct a public hearing to consider approval of an ordinance to repeal, in its entirety, Chapter 151: Floodplain Management, under Title 15: Land Usage of the City of Riverbank Code of Ordinances and adopt a new comprehensive updated Chapter 151: Floodplain Management, consistent with Federal requirements. Said ordinance will again be presented for its second reading by title only at the next regular City Council meeting for adoption. (Public Hearing Notice was published on July 10, 2013)

Michael Riddell, Deputy Director of Development Services – Operations, presented the staff report; Council and Staff discussed the item.

Mayor O'Brien opened the Public Hearing at 6:28 p.m.

- *Mr. Charles Neal inquired the prevention of backed up sewage caused by flushing out the waterlines.*

Mayor O'Brien closed the Public Hearing at 6:30 p.m.

ACTION: *By motion (Barber Martinez / Tucker / passed 5-0) to approve the ordinance for its second reading as presented; motioned carried by unanimous roll call vote.*

Item 5.2: **Authorization to Submit the 2012-2013 Annual Program Income Report to the Community Development Block Grant Program for the Department of Housing and Community Development** – It is recommended that the City Council open the public hearing, hear the presentation and accept public comment, close the public hearing and authorize the submittal of the 2012-13 Annual Program Income Report. (Public Hearing Notice published July 10, 2013)

Marisela Hernandez, Director of Finance, presented the staff report; City Council and Staff discussed the item.

Mayor O'Brien opened the Public Hearing at 6:37:25 p.m.

- *No one spoke for or against the item.*

Mayor O'Brien closed the Public Hearing at 6:37:33 p.m.

ACTION: *By motion (Tucker / Campbell / passed 5-0) to adopt Resolution No. 2013-066 authorizing the Submission of the 2012-2013 Annual Program Income*

Report to the Community Development Block Grant Program for the Department of Housing and Community Development as presented; motioned carried by unanimous roll call vote.

Item 5.3: **Authorizing Approval to Submit the 2012-2013 Community Development Block Grant Annual Grantee Performance Reports** – It is recommended that the City Council open the public hearing, hear the presentation and public comment, close the public hearing, and authorize the submittal of the 2012-13 Community Development Block Grant (CDBG) Annual Grantee Performance Reports (Public Hearing Notice was published on July 10, 2013).

Marisela Hernandez, Director of Finance, presented the staff report; City Council and Staff discussed the item.

Mayor O'Brien opened the Public Hearing at 6:45 p.m.

· *Mr. Charles Neal spoke in opposition of using the funds for payment of the City's building doors to comply with ADA requirements.*

Mayor O'Brien closed the Public Hearing at 6:47 p.m.

ACTION: *By motion (Nygard / Tucker / passed 5-0) to adopt Resolution No. 2013-067 authorizing Approval to Submit the 2012-2013 Community Development Block Grant Annual Grantee Performance Reports as presented; motioned carried by unanimous roll call vote.*

6. NEW BUSINESS There were no items to consider.

Item 6.1: **Chamber of Commerce Request to hold a Blues & Bibs Event at the Community Center Park** – It is recommended that the City Council review the request submitted by the Riverbank Chamber of Commerce and give staff direction.

Sue Fitzpatrick, Director of Parks and Recreation, presented the staff report.

ACTION: *By motion (Nygard / Tucker / passed 5-0) to approve the request of the Riverbank Chamber of Commerce to hold a Blues and Bibs Event at the Community Center Park, which is to include the security measures, as presented; motioned carried by unanimous roll call vote.*

Item 6.2: **Resolution Approving the SB 610 Water Supply Assessment for Development of the Riverbank Army Ammunition Plant Project as Envisioned in the Draft Specific Plan for the Property** – It is recommended that the City Council adopt Resolution approving the SB

610 Water Supply Assessment for development of the Riverbank Army Ammunition Plant as envisioned in the draft Specific Plan for the property.

Pam Carder, LRA Project Specialist, presented the staff report; City Council and Staff discussed the item.

Public Comment: Mr. Charles Neal spoke in opposition of approving this item without first approving the draft Specific Plan for the Riverbank Army Ammunition Plant.

ACTION: By motion (O'Brien / Barber-Martinez / passed 5-0) to adopt Resolution No. 2013-068 approving the SB 610 Water Supply Assessment for Development of the Riverbank Army Ammunition Plant Project as Envisioned in the Draft Specific Plan for the Property as presented; motioned carried by unanimous roll call vote.

Item 6.3: **Resolution Supporting the Creation of the Lower Stanislaus River Trail Improvement Plan** – It is recommended that the City Council adopt a resolution to demonstrate the City's commitment to working with the U.S. Army Corps of Engineers and National Park Service, as well as the Cities of Oakdale and Ripon, to create a Working Committee to develop a Lower Stanislaus River Trail Improvement Plan in order to increase connectivity on and along the lower Stanislaus River. If the resolution is adopted, it is recommended that the City Council appoint one member of the City Council, as well as an alternate, to participate in future planning meetings.

Jill Anderson, City Manager presented the staff report.

Public Comment: Mr. Charles Neal spoke in favor of this item.

ACTION: By motion (Barber-Martinez / Tucker / passed 5-0) to adopt Resolution No. 2013-069 to support the creation of the lower Stanislaus River Trail Improvement Plan as presented, with Councilmember Nygard and Councilmember Campbell to decide who would serve as the primary and secondary member, as well as Councilmember Barber-Martinez to serve as needed; motioned carried by unanimous roll call vote.

Item 6.4: **Designation of Voting Delegate and Alternate to Attend the 2013 League of California Cities Annual Conference** – It is recommended that City Council designate a Voting Delegate and, if deemed necessary, an alternate Voting Delegate to attend the 2013 League of California Cities Annual Conference on September 18-20 in Sacramento to participate in the process of considering issues and taking action on resolutions that establish League policy.

City Manager Anderson presented the staff report.

ACTION: *By motion (Nygard / Tucker / passed 5-0) to Designate Mayor O'Brien as the Voting Delegate and Councilmember Barber-Martinez as the alternate; motioned carried by unanimous roll call vote.*

Item 6.5: **Strategic Plan Update** – It is recommended that the City Council consider the report on the City's strategic planning work and provide comment as it deems appropriate.

City Manager Anderson presented the strategic plan update; City Council and Staff discussed the item.

Item 6.6: **Request for Direction Regarding the Preparation and Distribution of a RFP or a RFQ for the City's Landscaping Services** – It is recommended that the City Council continue to work with the City's current landscape contractor, Grover Landscape Services, for the 2013-2014 Fiscal Year and direct staff to prepare a Request for Qualifications for distribution in December 2013 to obtain information on the qualifications of firms interested in providing landscape services to the City of Riverbank.

City Manager Anderson presented the strategic plan update; City Council and Staff discussed the item.

Councilmember Nygard spoke in favor of an RFP/RFQ process to allow for a fair and equitable opportunity for all interested businesses to provide landscape services to the City.

Public Comment:

- *Mr. Charles Neal spoke in opposition of conducting an RFP/RFQ process.*
- *Mr. Ric McGinnis agreed with Mr. Neal.*
- *Mr. "Fast Eddy" spoke in opposition of conducting an RFP/RFQ process.*

ACTION: *By motion (Tucker / Campbell / passed 4-1: Nygard - no) to keep the current agreement and revisit the RFP/RFQ recommendation for fiscal year 2014/2015; motioned carried by roll call vote.*

7. COMMENTS

Item 7.1: Staff Comments: (Information Only – No Action)

- Finance Director Hernandez announced the current recruitment of Budget Advisory Committee members.
- Parks and Recreation Director Fitzpatrick announced the Wednesday evening Community Center Event.
- City Manager Anderson announced the National Night Out event and the soon to be available finalized budget document.

Item 7.2: Council Comments: (Information Only – No Action)

- Councilmember Campbell commented on following up with discussions on donations for the Historical Museum's roof, and staff's good work in response to a water leak.
- Councilmember Barber-Martinez commented on the North County Corridor meeting, the Summer Action Program, the enjoyment of the Wednesday Night out events, and on the evening's positive City Council meeting.
- Councilmember Nygard commented on the Get Fit Program, the Farmer's Market, the Health and Safety event, attendance of the August 20th Planning Commission meeting for the decision on a request to serve alcohol at the Galaxy Theatre, the tragic loss of Bruno Diaz and Thomas Starky, and on the evening's productive meeting.
- Vice Mayor Tucker commented on the success and enjoyment of the Wednesday Night Out events, the communities interest in serving on the Budget Advisory Committee, and community attendance and interest in the North County Corridor meetings.

Item 7.3: Mayor's Comments: (Information Only – No Action)

Mayor O'Brien commented on beginning regional talks with the nine surrounding cities on several issues to start planning, a scheduled Valley Vision meeting on August 13th, getting the City's planning emphasis back on track, and the posting of AAUW signs on City property.

City Manager Anderson responded to some of the comments and thanked Mr. Scott Petite and Councilmember Nygard for their contributions in providing community events.

MAYOR O'BRIEN ANNOUNCED THE ITEMS AND RECESSED TO CLOSED SESSION AT 8:28 P.M.

8. CLOSED SESSION

Item 8.1: **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to subdivision (b) of Government Code § 54956.9: 1 potential case

Item 8.2: **PUBLIC EMPLOYMENT**
Pursuant to Government Code § 54957
Title: Police Chief

Item 8.3: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code § 54956.9(a)
Name of Case: Barham Construction, Inc. v. City of Riverbank
Court of Appeals of California, Fifth District
Case No. F058692 and Case No. F059499

Recommendation: It is recommended that City Council provide direction to Staff on the Closed Session items.

MAYOR O'BRIEN RECONVENED THE CITY COUNCIL MEETING AT 9:08 P.M.

9. REPORT FROM CLOSED SESSION

Item 9.1: Report from Closed Session Item 8.1: **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Item 9.2: Report from Closed Session Item 8.2: **PUBLIC EMPLOYMENT**

Item 9.3: Report from Closed Session Item 8.3: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

ACTION: *Mayor O'Brien announced that direction was given to Staff on Items 9.1, 9.2, and 9.3.*

10. INFORMATIONAL ITEMS (Information Only – No Action)

Item 10.1: Warrant Registers for 06/28/13, 07/03/13, 07/05/13, 07/10/13, 07/11/13 and Credit Card Statements for 05/22/13.

ADJOURNMENT

There being no further business, Mayor O'Brien adjourned the meeting at 9:09 p.m.

ATTEST:

Annabelle H. Aguilar, CMC
City Clerk

APPROVED:

Richard D. O'Brien
Mayor

DRAFT

**RIVERBANK LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 3.B-2**

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Approval of the July 8, 2013, Local Redevelopment Authority Minutes
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk / LRA Secretary

RECOMMENDATION

It is recommended that the LRA Board approve the LRA meeting Minutes as presented.

SUMMARY

The Draft Minutes of the July 8, 2013, Local Redevelopment Authority meeting have been prepared for the LRA Board's review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENT:

1. July 8, 2013, LRA Minutes



**CITY OF RIVERBANK
LOCAL REDEVELOPMENT AUTHORITY
MINUTES
MONDAY, JULY 8, 2013**



The following minutes reflect action minutes, with added clarification for the record. A copy of the verbatim recording may be obtained, for a fee, by contacting the Administration Department at (209) 863-7122.

CALL TO ORDER:

The Local Redevelopment Authority (LRA) Board of the City of Riverbank met this date in a session at 6:15 p.m. at the Riverbank Council Chambers, 6707 Third Street, Riverbank, California with Chair Richard D. O'Brien presiding.

ROLL CALL:

Present: Chair Richard D. O'Brien; Vice Chair Jeanine Tucker
Authority Members: Darlene Barber-Martinez, Cal Campbell,
and Dotty Nygard

CONFLICT OF INTEREST

Authority Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

No one spoke.

1. PRESENTATIONS

There were no presentations.

2. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the LRA. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time. Time cannot be yielded to another person. Under State Law, matters presented under this item cannot be discussed or acted upon at this time by the LRA.

No one spoke.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the Local Redevelopment Authority unless otherwise requested by an individual Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 3.A: **Waive Readings.** All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: Approval of the April 22, 2013, Local Redevelopment Authority Minutes.

Item 3.B-1: Approval of the June 10, 2013, Local Redevelopment Authority Minutes.

Recommendation: It is recommended that the LRA Board approve the Consent Calendar by roll call vote.

ACTION: *By motion (Tucker / Nygard / passed 5-0) to approve Consent Calendar Item 3.A through Item 3.B-1 as presented; motion carried by unanimous roll call vote.*

4. UNFINISHED BUSINESS *There were no items to consider.*

5. PUBLIC HEARINGS *There were no items to consider.*

6. NEW BUSINESS

Item 6.1: **Local Redevelopment Authority Community Advisory Committee Recommendations to the Local Redevelopment Authority Board** - It is recommended that the City of Riverbank Local Redevelopment Authority ("LRA") Board of Directors ("Board") receive a report consisting of several recommendations from representatives of the LRA Community Advisory Committee ("Committee") and provide direction to staff on those recommendations. The report and recommendations are presented by the following three members of the Committee:

- Michael Ijams
- Robert Guardiola
- Carla Strong

Debbie Olson, LRA Executive Director, presented the staff report and introduced each member of the LRA Community Advisory Committee who proceeded to make their presentations to the Board.

Item 6.2: **Resolution to Approve an Environmental Services Cooperative Agreement that Replaces the Previously Approved Supplemental Lease Agreement to Army Lease No. DACA05-1-10-525 to Remediate and Remove Surplus Army Personal Property** - It is recommended that the Local Redevelopment Authority ("LRA") Board of Directors ("BOD") approve execution of an Environmental Service(s) Cooperative Agreement ("ESCA") as an alternative contracting vehicle and replacement to the previously approved Lease Amendment to Remediate and Remove surplus Army Personal Property.

Debbie Olson, LRA Executive Director, presented the staff report.

ACTION: *By motion (Barber-Martinez / Tucker / passed 5-0); to adopt Resolution No. 2013-007 to Approve an Environmental Services Cooperative Agreement that Replaces the Previously Approved Supplemental Lease Agreement to Army Lease No. DACA05-1-10-525 to Remediate and Remove Surplus Army Personal Property as presented; motion carried by roll call vote.*

7. COMMENTS

Item 7.1: Staff Comments: (Information Only – No Action)

Ms. Olsen announced that through grant funds they are able to purchase electric vehicles and bicycles.

Item 7.2: Authority Comments: (Information Only – No Action)

Mayor O'Brien thanked the Community Advisory Committee for their hard work and presentations.

ADJOURNMENT

There being no further business, Chair O'Brien adjourned the meeting at 6:52 p.m.

ATTEST:

APPROVED:

Annabelle H. Aguilar, CMC, Secretary

Richard D. O'Brien, Chair

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.C

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 22, 2013
Subject:	Second Reading by Title Only to Consider Adoption of Ordinance 2013-001 to Repeal Chapter 151: Floodplain Management Under Title 15: Land Usage, and Adopt a Comprehensive Updated Chapter 151: Floodplain Management of the City of Riverbank Code of Ordinances
From:	Jill Anderson, City Manager
Submitted by:	Michael Riddell, Deputy Development Services Director/Operations Annabelle Aguilar, CMC, City Clerk

RECOMMENDATION

It is recommended that the City Council consider adoption of Ordinance 2013-001 to repeal, in its entirety, Chapter 151: Floodplain Management, under Title 15: Land Usage of the City of Riverbank Code of Ordinances and adopt a new comprehensive updated Chapter 151: Floodplain Management, consistent with Federal requirements.

SUMMARY

Ordinance No. 2013-001 was introduced by title only and given its first reading at the July 22, 2013, regular City Council meeting. A public hearing was conducted and after discussion of the item, motion was made by Councilmember Barber-Martinez, second by Vice Mayor Tucker, to approve a second reading of the Ordinance by title only and consider its adoption at the next regular City Council meeting (August 22, 2013).

FINANCIAL IMPACT

The proposed floodplain management ordinance will have no direct financial impact to the City.

ATTACHMENT

1. Ordinance 2013-001

CITY OF RIVERBANK

ORDINANCE NO. 2013-001

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVERBANK TO
REPEAL CHAPTER 151: FLOODPLAIN MANAGEMENT UNDER TITLE 15 LAND
USAGE, AND ADOPT A COMPREHENSIVE UPDATED CHAPTER 151:
FLOODPLAIN MANAGEMENT OF THE CITY OF RIVERBANK CODE OF
ORDINANCES**

The City Council of the City of Riverbank does hereby ordain as follows:

Repeal Chapter 151: Floodplain Management, in its entirety, under Title 15: Land Usage, of the Riverbank Code of Ordinances; and

Adopt a comprehensive updated Chapter 151: Floodplain Management under Title 15: Land Usage, of the Riverbank Code of Ordinances, consistent with Federal requirements, which shall read as follows:

CHAPTER 151: FLOODPLAIN MANAGEMENT

Section

Statutory Authorization, Findings of Fact, Purpose and Methods

- 151.01 Statutory Authorization
- 151.02 Findings of Fact
- 151.03 Statement of Purpose
- 151.04 Methods of Reducing Flood Losses

Definitions

- 151.05 Definitions

General Provisions

- 151.06 Lands to Which This Ordinance Applies
- 151.07 Basis for Establishing the Areas of Special Flood Hazard
- 151.08 Compliance
- 151.09 Abrogation and Greater Restrictions
- 151.10 Interpretation
- 151.11 Warning and Disclaimer of Liability
- 151.12 Severability

Administration

- 151.13 Designation of the Floodplain Administrator
- 151.14 Duties and Responsibilities of the Floodplain Administrator
- 151.15 Development Permit
- 151.16 Appeals

Provisions for Flood Hazard Reduction

- 151.17 Standards of Construction
- 151.18 Standards for Utilities
- 151.19 Standards for Subdivisions and Other Proposed Development
- 151.20 Standards for Manufactured Homes
- 151.21 Standards for Recreational Vehicles
- 151.22 Floodways

Variance Procedure

- 151.23 Nature of Variances
- 151.24 Conditions for Variances
- 151.25 Appeal Board

STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND METHODS

151.01 STATUTORY AUTHORIZATION.

The Legislature of the State of California has in Government Code Sections 65302, 65560, and 65800 conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City Council of the City of Riverbank does hereby adopt the following floodplain management regulations.

151.02 FINDINGS OF FACT.

(A) The flood hazard areas of City of Riverbank are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

(B) These flood losses are caused by uses that are inadequately elevated, flood proofed, or protected from flood damage. The cumulative effect of obstructions in areas of special flood hazards which increase flood heights and velocities also contributes to flood losses.

151.03 STATEMENT OF PURPOSE.

It is the purpose of this ordinance to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by legally enforceable regulations applied uniformly throughout the community to all publicly and privately owned land within flood prone, mudslide [i.e. mudflow] or flood related erosion areas. These regulations are designed to:

- (A) Protect human life and health;
- (B) Minimize expenditure of public money for costly flood control projects;
- (C) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (D) Minimize prolonged business interruptions;
- (E) Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in areas of special flood hazard;
- (F) Help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future blighted areas caused by flood damage;
- (G) Ensure that potential buyers are notified that property is in an area of special flood hazard; and
- (H) Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.

151.04 METHODS OF REDUCING FLOOD LOSSES.

In order to accomplish its purposes, this ordinance includes regulations to:

- (A) Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or flood heights or velocities;
- (B) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- (C) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;
- (D) Control filling, grading, dredging, and other development which may increase flood damage;

(E) Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards in other areas.

DEFINITIONS

151.05 DEFINITIONS

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance it's most reasonable application.

A ZONE - see "Special flood hazard area".

ACCESSORY STRUCTURE means a structure that is either:

(1) Solely for the parking of no more than 2 cars; or

(2) A small, low cost shed for limited storage, less than 150 square feet and \$1,500 in value.

ACCESSORY USE means a use which is incidental and subordinate to the principal use of the parcel of land on which it is located.

ALLUVIAL FAN means a geomorphologic feature characterized by a cone or fan-shaped deposit of boulders, gravel, and fine sediments that have been eroded from mountain slopes, transported by flood flows, and then deposited on the valley floors, and which is subject to flash flooding, high velocity flows, debris flows, erosion, sediment movement and deposition, and channel migration.

APEX means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

APPEAL means a request for a review of the Floodplain Administrator's interpretation of any provision of this ordinance.

AREA OF SHALLOW FLOODING means a designated AO or AH Zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

AREA OF SPECIAL FLOOD HAZARD - See ***SPECIAL FLOOD HAZARD AREA***.

BASE FLOOD means a flood which has a one percent (1%) chance of being equaled or exceeded in any given year (also called the "100-year flood"). Base flood is the term used throughout this ordinance.

BASE FLOOD ELEVATION (BFE) means the elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-30, VE and V1-V30 that indicates the water surface elevation resulting from a flood that has a one percent (1%) or greater chance of being equaled or exceeded in any given year.

BASEMENT means any area of the building having its floor sub grade - i.e., below ground level - on all sides.

BUILDING - see **STRUCTURE**.

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

ENCROACHMENT means the advance or infringement of uses, plant growth, fill, excavation, buildings, permanent structures or development into a floodplain which may impede or alter the flow capacity of a floodplain.

EXISTING MANUFACTURED HOME PARK or SUBDIVISION means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before January 27, 1997.

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK or SUBDIVISION means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FLOOD, FLOODING, or FLOOD WATER means:

(1) A general and temporary condition of partial or complete inundation of normally dry land areas from the overflow of inland or tidal waters; the unusual and rapid accumulation or runoff of surface waters from any source; and/or mudslides (i.e., mudflows); and

(2) The condition resulting from flood-related erosion.

FLOOD BOUNDARY and FLOODWAY MAP (FBFM) means the official map on which the Federal Emergency Management Agency or Federal Insurance Administration has delineated both the areas of special flood hazards and the floodway.

FLOOD INSURANCE RATE MAP (FIRM) means the official map on which the Federal Emergency Management Agency or Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY means the official report provided by the Federal Insurance Administration that includes flood profiles, the Flood Insurance Rate Map, the Flood Boundary and Floodway Map, and the water surface elevation of the base flood.

FLOODPLAIN or FLOOD-PRONE AREA means any land area susceptible to being inundated by water from any source - see **FLOODING**.

FLOODPLAIN ADMINISTRATOR is the Building Official of the City of Riverbank a power of which is to administer and enforce the floodplain management regulations.

FLOODPLAIN MANAGEMENT means the operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including but not limited to emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

FLOODPLAIN MANAGEMENT REGULATIONS means this ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as grading and erosion control) and other application of police power which control development in flood-prone areas. This term describes federal, state or local regulations in any combination thereof which provide standards for preventing and reducing flood loss and damage.

FLOOD PROOFING means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents. For guidelines on dry and wet flood proofing, see FEMA Technical Bulletins TB 1-93, TB 3-93, and TB 7-93.

FLOODWAY means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot. Also referred to as **Regulatory Floodway**.

FLOODWAY FRINGE means that area of the floodplain on either side of the "Regulatory Floodway" where encroachment may be permitted.

FRAUD AND VICTIMIZATION as related to Section 151.23 of this ordinance means that the variance granted must not cause fraud on or victimization of the public. In examining this requirement, the Riverbank City Council will consider the fact that every newly constructed building adds to government responsibilities and remains a part of the community for fifty to one-hundred years. Buildings that are permitted to be

constructed below the base flood elevation are subject during all those years to increased risk of damage from floods, while future owners of the property and the community as a whole are subject to all the costs, inconvenience, danger, and suffering that those increased flood damages bring. In addition, future owners may purchase the property, unaware that it is subject to potential flood damage, and can be insured only at very high flood insurance rates.

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

GOVERNING BODY is the local governing unit, i.e. county or municipality that is empowered to adopt and implement regulations to provide for the public health, safety and general welfare of its citizenry.

HARDSHIP as related to Section 151.23 of this ordinance means the exceptional hardship that would result from a failure to grant the requested variance. The City Council requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE means any structure that is:

(1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

(2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

(3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

(4) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either by an approved state program as determined by the Secretary of the Interior or directly by the Secretary of the Interior in states without approved programs.

LEVEE means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control or divert the flow of water so as to provide protection from temporary flooding.

LEVEE SYSTEM means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accord with sound engineering practices.

LOWEST FLOOR means the lowest floor of the lowest enclosed area, including basement (see **BASEMENT** definition).

(1) An unfinished or flood resistant enclosure below the lowest floor that is usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lowest floor provided it conforms to applicable non-elevation design requirements, including, but not limited to:

- (a) The flood openings standard in Section 151.17(C)(3).
- (b) The anchoring standards in Section 151.17(A);
- (c) The construction materials and methods standards in Section 151.17(B); and
- (d) The standards for utilities in Section 151.18.

(2) For residential structures, all sub grade enclosed areas are prohibited as they are considered to be basements (see **BASEMENT** definition). This prohibition includes below-grade garages and storage areas.

MANUFACTURED HOME means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

MANUFACTURED HOME PARK or SUBDIVISION means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE is defined in the City of Riverbank substantial damage/improvement procedures. See Section 151.04.

MEAN SEA LEVEL means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

NEW CONSTRUCTION for floodplain management purposes means structures for which the "start of construction" commenced on or after January 27, 1997 and includes any subsequent improvements to such structures.

NEW MANUFACTURED HOME PARK or SUBDIVISION means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after January 27, 1997.

OBSTRUCTION includes, but is not limited to, any dam, wall, wharf, embankment, levee, dike, pile, abutment, protection, excavation, channelization, bridge, conduit, culvert, building, wire, fence, rock, gravel, refuse, fill, structure, vegetation or other material in, along, across or projecting into any watercourse which may alter, impede, retard or change the direction and/or velocity of the flow of water, or due to its location, its propensity to snare or collect debris carried by the flow of water, or its likelihood of being carried downstream.

ONE-HUNDRED-YEAR FLOOD or "100-year flood" - see **BASE FLOOD**.

PROGRAM DEFICIENCY means a defect in a community's floodplain management regulations or administrative procedures that impairs effective implementation of those floodplain management regulations.

PUBLIC SAFETY and NUISANCE as related to Section 151.06 of this ordinance, means that the granting of a variance must not result in anything which is injurious to safety or health of an entire community or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

RECREATIONAL VEHICLE means a vehicle which is:

- (1) Built on a single chassis;
- (2) Four hundred square feet or less when measured at the largest horizontal projection;
- (3) Designed to be self-propelled or permanently towable by a light-duty truck; and
- (4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

REGULATORY FLOODWAY means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

REMEDY A VIOLATION means to bring the structure or other development into compliance with State or local floodplain management regulations, or if this is not possible, to reduce the impacts of its noncompliance. Ways that impacts may be reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise

deterring future similar violations, or reducing State or Federal financial exposure with regard to the structure or other development.

RIVERINE means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

SHEET FLOW AREA - see **AREA OF SHALLOW FLOODING**.

SPECIAL FLOOD HAZARD AREA (SFHA) means an area in the floodplain subject to a one percent (1%) or greater chance of flooding in any given year. It is shown on an FHB or FIRM as Zone A, AO, A1-A30, AE, A99, or, AH.

START OF CONSTRUCTION includes substantial improvement and other proposed new development and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufacture home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE means a walled and roofed building that is principally above ground; this includes a gas or liquid storage tank or a manufactured home.

SUBSTANTIAL DAMAGE means damage of any origin sustained by a structure whereby the cost of restoring the structure to it's before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

(1) Any project for improvement of a structure to correct existing violations or state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

(2) Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."

VARIANCE means a grant of relief from the requirements of this ordinance which permits construction in a manner that would otherwise be prohibited by this ordinance.

VIOLATION means the failure of a structure or other development to be fully compliant with this ordinance. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

WATERCOURSE means a lake, river, creek, stream, wash, arroyo, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

GENERAL PROVISIONS

151.06 LANDS TO WHICH THIS ORDINANCE APPLIES.

This ordinance shall apply to all areas of special flood hazards within the jurisdiction of the City of Riverbank.

151.07 BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD.

The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) in the "Flood Insurance Study (FIS) for City of Riverbank" dated September 25, 2003, with accompanying Flood Insurance Rate Maps (FIRM's) and Flood Boundary and Floodway Maps (FBFM's), dated September 25, 2003, and all subsequent amendments and/or revisions, are hereby adopted by reference and declared to be a part of this ordinance. This FIS and attendant mapping is the minimum area of applicability of this ordinance and may be supplemented by studies for other areas which allow implementation of this ordinance and which are recommended to the City Council by the Floodplain Administrator. The study, FIRM's and FBFM's are on file at Riverbank City Hall – Administration, 6707 Third Street, Riverbank, California, 95367.

151.08 COMPLIANCE.

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the requirements (including violations of conditions and

safeguards) shall constitute a misdemeanor. Nothing herein shall prevent the City Council from taking such lawful action as is necessary to prevent or remedy any violation.

151.09 ABROGATION AND GREATER RESTRICTIONS.

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

151.10 INTERPRETATION.

In the interpretation and application of this ordinance, all provisions shall be:

- (A) Considered as minimum requirements;
- (B) Liberally construed in favor of the governing body; and
- (C) Deemed neither to limit nor repeal any other powers granted under State statutes.

151.11 WARNING AND DISCLAIMER OF LIABILITY.

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of City Council, any officer or employee thereof, the State of California, or the Federal Emergency Management Agency, for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

151.12 SEVERABILITY.

This ordinance and the various parts thereof are hereby declared to be severable. Should any section of this ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any portion thereof other than the section so declared to be unconstitutional or invalid.

ADMINISTRATION

151.13 DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR.

The City Manager is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accord with its provisions.

151.14 DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

The duties and responsibilities of the Floodplain Administrator shall include, but not be limited to the following:

(A) *Permit Review.* Review all development permits to determine:

(1) Permit requirements of this ordinance have been satisfied, including determination of substantial improvement and substantial damage of existing structures;

(2) All other required State and Federal permits have been obtained;

(3) The site is reasonably safe from flooding;

(4) The proposed development does not adversely affect the carrying capacity of areas where base flood elevations have been determined but a floodway has not been designated. This means that the cumulative effect of the proposed development when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood more than 1 foot at any point within the City of Riverbank; and

(5) All Letters of Map Revision (LOMR's) for flood control projects are approved prior to the issuance of building permits. Building Permits must not be issued based on Conditional Letters of Map Revision (CLOMR's). Approved CLOMR's allow construction of the proposed flood control project and land preparation as specified in the "start of construction" definition.

(B) *Development of Substantial Improvement and Substantial Damage Procedures.*

(1) Using FEMA publication FEMA 213, "Answers to Questions About Substantially Damaged Buildings," develop detailed procedures for identifying and administering requirements for substantial improvement and substantial damage, to include defining "Market Value."

(2) Assure procedures are coordinated with other departments/divisions and implemented by community staff.

(C) *Review, Use and Development of Other Base Flood Data.*

When base flood elevation data has not been provided in accordance with Section 151.07, the Floodplain Administrator shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal or state agency, or other source, in order to administer Section 151.17.

NOTE: A base flood elevation may be obtained using one of two methods from the FEMA publication, FEMA 265, "Managing Floodplain Development in Approximate Zone

A Areas – A Guide for Obtaining and Developing Base (100-year) Flood Elevations” dated July 1995.

(D) Notification of Other Agencies.

(1) Alteration or relocation of a watercourse:

(a) Notify adjacent communities and the California Department of Water Resources prior to alteration or relocation;

(b) Submit evidence of such notification to the Federal Emergency Management Agency; and

(c) Assure that the flood carrying capacity within the altered or relocated portion of said watercourse is maintained.

(2) Base Flood Elevation changes due to physical alterations:

(a) Within 6 months of information becoming available or project completion, whichever comes first, the floodplain administrator shall submit or assure that the permit applicant submits technical or scientific data to FEMA for a Letter of Map Revision (LOMR).

(b) All LOMR's for flood control projects are approved prior to the issuance of building permits. Building Permits must not be issued based on Conditional Letters of Map Revision (CLOMR's). Approved CLOMR's allow construction of the proposed flood control project and land preparation as specified in the “start of construction” definition.

Such submissions are necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements are based on current data.

(3) Changes in corporate boundaries:

Notify FEMA in writing whenever the corporate boundaries have been modified by annexation or other means and include a copy of a map of the community clearly delineating the new corporate limits.

(E) Documentation of Floodplain Development. Obtain and maintain for public inspection and make available as needed the following:

(1) Certification required by Section 151.15 and Section 151.15(E) (lowest floor elevations);

(2) Certification required by Section 151.17(C)(2) (elevation or flood proofing of nonresidential structures);

- (3) Certification required by Sections 151.17(C)(3) (wet flood proofing standard);
 - (4) Certification of elevation required by Section 151.19(A)(3) (subdivisions and other proposed development standards);
 - (5) Certification required by Section 151.22(B) (floodway encroachments); and
 - (6) Maintain a record of all variance actions, including justification for their issuance, and report such variances issued in its biennial report submitted to the Federal Emergency Management Agency.
- (F) *Map Determination.* Make interpretations where needed, as to the exact location of the boundaries of the areas of special flood hazard, where there appears to be a conflict between a mapped boundary and actual field conditions. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section 151.16.
- (G) *Remedial Action.* Take action to remedy violations of this ordinance as specified in Section 151.08.
- (H) *Biennial Report.* Complete and submit Biennial Report to FEMA.
- (I) *Planning.* Assure community's General Plan is consistent with floodplain management objectives herein.

151.15 DEVELOPMENT PERMIT.

A development permit shall be obtained before any construction or other development, including manufactured homes, within any area of special flood hazard established in Section 151.07. Application for a development permit shall be made on forms furnished by the City of Riverbank. The applicant shall provide the following minimum information:

- (A) Plans in duplicate, drawn to scale, showing:
 - (1) Location, dimensions, and elevation of the area in question, existing or proposed structures, storage of materials and equipment and their location;
 - (2) Proposed locations of water supply, sanitary sewer, and other utilities;
 - (3) Grading information showing existing and proposed contours, any proposed fill, and drainage facilities;
 - (4) Location of the regulatory floodway when applicable;
 - (5) Base flood elevation information as specified in Section 151.07 or Section 151.14(C);
 - (6) Proposed elevation in relation to mean sea level, of the lowest floor

(including basement) of all structures; and

- (7) Proposed elevation in relation to mean sea level to which any nonresidential structure will be flood proofed, as required in Section 151.17(C)(2) of this ordinance and detailed in FEMA Technical Bulletin TB 3-93.

(B) Certification from a registered civil engineer or architect that the nonresidential flood proofed building meets the flood proofing criteria in Section 151.17(C)(2).

(C) For a crawl-space foundation, location and total net area of foundation openings as required in Section 151.17 of this ordinance and detailed in FEMA Technical Bulletins 1-93 and 7-93.

(D) Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.

(E) All appropriate certifications listed in Section 151.14 of this ordinance.

151.16 APPEALS.

The City Council of the City of Riverbank shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

PROVISIONS FOR FLOOD HAZARD REDUCTION

151.17 STANDARDS OF CONSTRUCTION.

In all areas of special flood hazards the following standards are required:

(A) *Anchoring.*

All new construction and substantial improvements of structures, including manufactured homes, shall be adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

(B) *Construction Materials and Methods.*

All new construction and substantial improvements of structures, including manufactured homes, shall be constructed:

(1) With flood resistant materials, and utility equipment resistant to flood damage for areas below the base flood elevation;

(2) Using methods and practices that minimize flood damage;

(3) With electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding; and

(4) Within Zones AH or AO, so that there are adequate drainage paths around structures on slopes to guide flood waters around and away from proposed structures.

(C) Elevation and Flood proofing.

(1) Residential construction.

All new construction or substantial improvements of residential structures shall have the lowest floor, including basement:

(a) In AE, AH, A1-30 Zones, elevated to or above the base flood elevation.

(b) In an AO zone, elevated above the highest adjacent grade to a height equal to or exceeding the depth number specified in feet on the FIRM, or elevated at least 2 feet above the highest adjacent grade if no depth number is specified.

(c) In an A zone, without BFE's specified on the FIRM [unnumbered A zone], elevated to or above the base flood elevation; as determined under Section 151.14(C).

Upon the completion of the structure, the elevation of the lowest floor, including basement, shall be certified by a registered civil engineer or licensed land surveyor, and verified by the community building inspector to be properly elevated. Such certification and verification shall be provided to the Floodplain Administrator.

(2) Nonresidential construction.

All new construction or substantial improvements of nonresidential structures shall either be elevated to conform to Section 151.17(C)(1) or:

(a) Be flood proofed, together with attendant utility and sanitary facilities, below the elevation recommended under Section 151.17(C)(1), so that the structure is watertight with walls substantially impermeable to the passage of water;

(b) Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and

(c) Be certified by a registered civil engineer or architect that the standards of Sections 151.17(C)(2)(a) and 151.17(C)(2)(b) are satisfied. Such certification shall be provided to the Floodplain Administrator.

(3) Flood openings.

All new construction and substantial improvements of structures with fully enclosed areas below the lowest floor (excluding basements) that are usable solely for parking of

vehicles, building access or storage, and which are subject to flooding, shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwater. Designs for meeting this requirement must meet the following minimum criteria:

(a) For non-engineered openings:

(1) Have a minimum of two openings on different sides having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;

(2) The bottom of all openings shall be no higher than one foot above grade;

(3) Openings may be equipped with screens, louvers, valves or other coverings or devices provided that they permit the automatic entry and exit of floodwater; and

(4) Buildings with more than one enclosed area must have openings on exterior walls for each area to allow flood water to directly enter; or

(b) Be certified by a registered civil engineer or architect.

(4) Manufactured homes.

(a) See Section 151.20.

(5) Garages and low cost accessory structures.

(a) Attached garages.

(1) A garage attached to a residential structure, constructed with the garage floor slab below the BFE, must be designed to allow for the automatic entry of flood waters. See Section 151.17(C)(3). Areas of the garage below the BFE must be constructed with flood resistant materials. See Section 151.17(B).

(2) A garage attached to a nonresidential structure must meet the above requirements or be dry flood proofed. For guidance on below grade parking areas, see FEMA Technical Bulletin TB-6.

(b) Detached garages and accessory structures.

(1) **Accessory structures** used solely for parking (2 car detached garages or smaller) or limited storage (small, low-cost sheds), as defined in Section 151.05, may be constructed such that its floor is below the base flood elevation (BFE), provided the structure is designed and constructed in accordance with the following requirements:

(a) Use of the accessory structure must be limited to parking or limited storage;

(b) The portions of the accessory structure located below the BFE must be built using flood-resistant materials;

(c) The accessory structure must be adequately anchored to prevent flotation, collapse and lateral movement;

(d) Any mechanical and utility equipment in the accessory structure must be elevated or flood proofed to or above the BFE;

(e) The accessory structure must comply with floodplain encroachment provisions in Section 151.22; and

(f) The accessory structure must be designed to allow for the automatic entry of flood waters in accordance with Section 151.17(C)(3).

(2) Detached garages and accessory structures not meeting the above standards must be constructed in accordance with all applicable standards in Section 151.17.

151.18 STANDARDS FOR UTILITIES.

(A) All new and replacement water supply and sanitary sewage systems shall be designed to minimize or eliminate:

(1) Infiltration of flood waters into the systems; and

(2) Discharge from the systems into flood waters.

(B) On-site waste disposal systems shall be located to avoid impairment to them, or contamination from them during flooding.

151.19 STANDARDS FOR SUBDIVISIONS AND OTHER PROPOSED DEVELOPMENT.

(A) All new subdivision proposals and other proposed development, including proposals for manufactured home parks and subdivisions, greater than 50 lots or 5 acres, whichever is the lesser, shall:

(1) Identify the Special Flood Hazard Areas (SFHA) and Base Flood Elevations (BFE).

(2) Identify the elevations of lowest floors of all proposed structures and pads on the final plans.

(3) If the site is filled above the base flood elevation, the following as-built information for each structure shall be certified by a registered civil engineer or licensed land surveyor and provided as part of an application for a Letter of Map Revision based on Fill (LOMR-F) to the Floodplain Administrator:

- (a) Lowest floor elevation;
- (b) Pad elevation; and
- (c) The lowest adjacent grade.

(B) All subdivision proposals and other proposed development shall be consistent with the need to minimize flood damage.

(C) All subdivision proposals and other proposed development shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage.

(D) All subdivisions and other proposed development shall provide adequate drainage to reduce exposure to flood hazards.

151.20 STANDARDS FOR MANUFACTURED HOMES.

(A) All manufactured homes that are placed or substantially improved, on sites located:

- (1) Outside of a manufactured home park or subdivision;
- (2) In a new manufactured home park or subdivision;
- (3) In an expansion to an existing manufactured home park or subdivision; or

(4) In an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood, shall:

(a) Within Zones A1-30, AH, and AE on the community's Flood Insurance Rate Map, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely fastened to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(B) All manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A1-30, AH, and AE on the community's Flood Insurance Rate Map that are not subject to the provisions of Section 151.20(A) will be securely fastened to an adequately anchored foundation system to resist flotation, collapse, and lateral movement, and be elevated so that either the:

(1) Lowest floor of the manufactured home is at or above the base flood elevation; or

(2) Manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade.

Upon the completion of the structure, the elevation of the lowest floor including basement shall be certified by a registered civil engineer or licensed land surveyor, and verified by the community building inspector to be properly elevated. Such certification and verification shall be provided to the Floodplain Administrator.

151.21 STANDARDS FOR RECREATIONAL VEHICLES.

(A) All recreational vehicles placed in Zones A1-30, AH, and AE will either:

(1) Be on the site for fewer than 180 consecutive days; or

(2) Be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or

(3) Meet the permit requirements of Section 151.15 of this ordinance and the elevation and anchoring requirements for manufactured homes in Section 151.20(A).

151.22 FLOODWAYS.

Since floodways are an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

(A) Until a regulatory floodway is adopted, no new construction, substantial development, or other development (including fill) shall be permitted within Zones A1-30 and AE, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other development, will not increase the water surface elevation of the base flood more than 1 foot at any point within the City of Riverbank.

(B) Within an adopted regulatory floodway, the City of Riverbank shall prohibit encroachments, including fill, new construction, substantial improvements, and other development, unless certification by a registered civil engineer is provided demonstrating that the proposed encroachment shall not result in any increase in flood levels during the occurrence of the base flood discharge.

(C) If Sections 151.22(A) & 151.22(B) are satisfied, all new construction, substantial improvement, and other proposed new development shall comply with all other applicable flood hazard reduction provisions of Section 151.17.

VARIANCE PROCEDURE

151.23 NATURE OF VARIANCES.

The issuance of a variance is for floodplain management purposes only. Insurance premium rates are determined by statute according to actuarial risk and will not be modified by the granting of a variance.

The variance criteria set forth in this section of the ordinance are based on the general principle of zoning law that variances pertain to a piece of property and are not personal in nature. A variance may be granted for a parcel of property with physical characteristics so unusual that complying with the requirements of this ordinance would create an exceptional hardship to the applicant or the surrounding property owners. The characteristics must be unique to the property and not be shared by adjacent parcels. The unique characteristic must pertain to the land itself, not to the structure, its inhabitants, or the property owners.

It is the duty of the City Council to help protect its citizens from flooding. This need is so compelling and the implications of the cost of insuring a structure built below flood level are so serious that variances from the flood elevation or from other requirements in the flood ordinance are quite rare. The long term goal of preventing and reducing flood loss and damage can only be met if variances are strictly limited. Therefore, the variance guidelines provided in this ordinance are more detailed and contain multiple provisions that must be met before a variance can be properly granted. The criteria are designed to screen out those situations in which alternatives other than a variance are more appropriate.

151.24 CONDITIONS FOR VARIANCES.

(A) Generally, variances may be issued for new construction, substantial improvement, and other proposed new development to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing that the procedures of Sections 151.13 and 151.17 of this ordinance have been fully considered. As the lot size increases beyond one-half acre, the technical justification required for issuing the variance increases.

(B) Variances may be issued for the repair or rehabilitation of ***Historic Structures*** (as defined in Section 151.05 of this ordinance) upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

(C) Variances shall not be issued within any mapped regulatory floodway if any increase in flood levels during the base flood discharge would result.

(D) Variances shall only be issued upon a determination that the variance is the "minimum necessary" considering the flood hazard, to afford relief. "Minimum necessary" means to afford relief with a minimum of deviation from the requirements of this ordinance. For example, in the case of variances to an elevation requirement, this means the City Council need not grant permission for the applicant to build at grade, or even to whatever elevation the applicant proposes, but only to that elevation which the City Council believes will both provide relief and preserve the integrity of the local ordinance.

(E) Any applicant to whom a variance is granted shall be given written notice over the signature of a community official that:

(1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and

(2) Such construction below the base flood level increases risks to life and property. It is recommended that a copy of the notice shall be recorded by the Floodplain Administrator in the Office of the Stanislaus County Recorder and shall be recorded in a manner so that it appears in the chain of title of the affected parcel of land.

(F) The Floodplain Administrator will maintain a record of all variance actions, including justification for their issuance, and report such variances issued in its biennial report submitted to the Federal Emergency Management Agency.

151.25 APPEAL BOARD.

(A) In passing upon requests for variances, the City Council shall consider all technical evaluations, all relevant factors, standards specified in other sections of this ordinance, and the:

(1) Danger that materials may be swept onto other lands to the injury of others;

(2) Danger of life and property due to flooding or erosion damage;

(3) Susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the existing individual owner and future owners of the property;

(4) Importance of the services provided by the proposed facility to the community;

(5) Necessity to the facility of a waterfront location, where applicable;

(6) Availability of alternative locations for the proposed use which are not subject to flooding or erosion damage;

(7) Compatibility of the proposed use with existing and anticipated development;

(8) Relationship of the proposed use to the comprehensive plan and floodplain management program for that area;

(9) Safety of access to the property in time of flood for ordinary and emergency vehicles;

(10) Expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site; and

(11) Costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water system, and streets and bridges.

(B) Variances shall only be issued upon a:

(1) Showing of good and sufficient cause;

(2) Determination that failure to grant the variance would result in exceptional "hardship" to the applicant; and

(3) Determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, or extraordinary public expense, create a nuisance (see "Public safety and nuisance"), cause "fraud and victimization" of the public, or conflict with existing local laws or ordinances.

(C) Variances may be issued for new construction, substantial improvement, and other proposed new development necessary for the conduct of a functionally dependent use provided that the provisions of Sections 151.24.A through are satisfied and that the structure or other development is protected by methods that minimize flood damages during the base flood and does not result in additional threats to public safety and does not create a public nuisance.

(D) Upon consideration of the factors of Section 151.23 and the purposes of this ordinance, the City Council may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.

This Ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in a newspaper of general circulation at least fifteen (15) days prior to its effective date.

The foregoing ordinance was introduced at a regular meeting of the City Council of the City of Riverbank held on July22, 2013. Said ordinance was given a second reading at a regular meeting of said Council on August 12, 2013, and Councilmember NAME seconded by Councilmember NAME, moved the adoption of said ordinance, and upon roll call was carried by the following _____ vote:

AYES:

NAYS:

ABSENT

ABSTAIN:

ATTEST:

APPROVED:

Annabelle H. Aguilar, CMC
City Clerk

Richard D. O'Brien
Mayor

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.D

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject/ Title:	Removal of Max Melendez as a Planning Commissioner
From:	Jill Anderson, City Manager
Submitted by:	John B. Anderson, Planning Consultant

RECOMMENDATION

In response a request from the Planning Commission, it is recommended that City Council remove Max Melendez as Planning Commissioner since he has not attended a Planning Commission meeting since February 2011. It is further recommended that the City Council direct staff to begin the process of advertising the Planning Commission vacancy in the Community by using the City web-site and local newspaper.

SUMMARY

The Planning Commission has requested that the City Council take action to remove Max Melendez from the position of Planning Commissioner because he has not been at a meeting since June 2011. Furthermore, Mr. Melendez has been unresponsive to repeated attempts to contact him regarding Planning Commission matters and his interest in participating. The effort to contact Mr. Melendez has included phone calls, emails, correspondence sent via currier mail, and certified mail. As a result, the Planning Commission is asking that the City Council remove Mr. Melendez from the Commission at this time and take the necessary steps to appoint a new commissioner.

Section 32.37 (B) of the Riverbank Code of Ordinances states a member of the Commission may be removed from office by a majority vote of the Council, or by the Mayor, subject to approval of the Council. A member who fails, without the authorization or permission of the Commission, to attend three consecutive meetings in a row or four meetings in one calendar year is subject to removal, and the Mayor and City Council shall be so notified by the Planning Commission. Mr. Melendez has not attended a meeting since June 2011.

BACKGROUND

The Planning Commission plays an important role in the City by assisting in the implementation of public policy, especially those issued related to community and economic development. State Government Code 65101 enables cities to create Planning Commissions. Locally, Section 32.40 of the Riverbank Code of Ordinances (Code) articulates the important duties of the Planning Commission.

FINANCIAL IMPACT

There is no financial impact associated with the recommended action.

ATTACHMENTS

A copy of City Ordinance 32.35 – 32.40 is attached for your reference.

PLANNING COMMISSION

§ 32.35 COMMISSION ESTABLISHED.

A Planning Commission is hereby established in and for the city.

(‘67 Code, § 2-2-1) (Ord. 81-18, passed 12-14-81)

§ 32.36 MEMBERS.

(A) The Planning Commission shall have five voting members, all of whom shall be registered voters in the county, and all shall reside within the city postal zip code area, and such ex officio members as are so designated by the Council. Ex officio members shall be city officers and city employees and shall be nonvoting members.

(Ord. 87-17, passed 9-14-87; Am. Ord. 95-09, passed 8-28-95; Am. Ord. 96-07, passed 11-12-96)

(B) The members shall be appointed by the Mayor and approved by the Council. The members shall receive reasonable expenses incurred in performing the duties of the Commission. The members may receive compensation. The amount of the compensation shall be fixed by the Council from time to time.

(C) The Planning Commission shall select a Chairperson and Vice Chairperson from among its appointed members. The term of these offices shall be one year. These officers shall perform such duties as required by the city code.

(D) The Community Development Director shall act as Secretary to the Commission when the position has been filled by appointment and authorization of the City Council. In the absence of a Community Development Director, the Commission shall select a Secretary who need not be a member of the Commission.

(Ord. 81-18, passed 12-14-81)

(‘67 Code, § 2-2-2)

§ 32.37 TERM OF OFFICE.

(A) The terms of the Planning Commission members shall be established by resolution of the City Council and may be changed from time to time in the same manner. All vacancies shall be filled for the unexpired term. A member of the Commission may be removed from office by a majority vote of the Council, or by the Mayor, subject to approval of the Council.

(B) A member who fails, without the authorization or permission of the Commission, to attend three consecutive meetings in a row or four meetings in one calendar year is subject to removal, and the Mayor and City Council shall be so notified by the Commission.

('67 Code, § 2-2-3) (Ord. 92-01, passed 3-9-92)

§ 32.38 MEETINGS.

(A) The Planning Commission shall meet at least once a month at such time and place as it may fix by resolution.

(B) Special meetings may be called at any time by the Chairperson or by any three members by written notices served upon the members 24 hours before the proposed time of such meetings.

('67 Code, § 2-2-4)

§ 32.39 RULES; STAFF SUPPORT.

(A) The Planning Commission shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings and determinations which record shall be on file in the Clerk's office and shall be a public record.

(Ord. 81-18, passed 12-14-81)

(B) Staff support services shall be provided by a Community Development Director who shall be appointed by the City Manager with the approval of the City Council.

(Ord. 81-18, passed 12-14-81; Am. Ord. 85-08, passed 7-22-85)

('67 Code, § 2-2-5)

§ 32.40 POWERS AND DUTIES.

The Planning Commission shall have the power and it shall be its duty:

(A) To cause to be prepared and recommend for adoption a comprehensive long term general plan for the physical development of the city, and of any land outside its boundaries, as provided for by the conservation and planning laws of the state. Such plan shall be known as the general plan of the city, and may comprise any, all or any combination of the plans specified in Cal. Gov't Code §§ 65300 *et seq.*

(B) To cause to be prepared plans based on the general plan and drafts of such regulations, programs and legislation as may in its judgment be required for the systematic execution of the general plan and to recommend such plans and measures to the Council for adoption.

(C) To act as the advisory agency for the city in connection with the administration of the Subdivision and Map Act of the state.

(D) To investigate and recommend to the Council plans for the improvement and beautification of the city, such as the opening, straightening, widening, closing or parking of public streets; the location and improvement of public buildings and public works.

(E) To perform the duties of Planning Commission required under Cal. Gov't Code §§ 65000 *et seq.* and the city code.

(F) To perform such other duties as may be imposed upon it by the Council by ordinance or resolution.

(67 Code, § 2-2-6) (Ord. 81-18, passed 12-14-81)

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.E

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Natural Gas Contract, Commercial Energy of California
From:	Jill Anderson, City Manager
Submitted by:	Michael Riddell, Deputy Development Service Director

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to sign a one (1) year contract annually for up to four (4) years with Commercial Energy of California to supply natural gas to the City of Riverbank.

SUMMARY

The City contracts with Commercial Energy of California to supply natural gas to the City of Riverbank. This includes providing natural gas for heating, the City's CNG facility, and commercial sales thru our CNG fueling station. Commercial Energy has worked with the City for several years and has continued to provide competitive prices, as well as flexible options.

Commercial Energy has three (3) pricing options with in there contract. These are 3 A "Energy Safe" this would guarantee the city a fixed price for the term of the contract. 3 B "Winter Capped" price which means the city would pay a fixed price from December 2013 to February 2014 and a variable market rate the remainder of the contract. Or 3 C "Market Price" which means the city will pay the going market rate per therm from month to month.

It is recommended that the City select 3 C "Market Rate" at this time due to the market trends. This enables the City to get best available rates. The City has the right to switch plan options at any time during the contract to any of the two (2) other rate plans offered. The most probable scenario would be to switch to the "Energy Safe" plan if we sense an increase in the cost of natural gas.

By executing this one (1) year contract annually for the next four (4) years the City of Riverbank will be able to achieve cost saving for funds that will be expended for the cities natural gas heating and also the CNG facility. The Commercial Energy average

market rate for the period covering September 2012 to August 2013 was \$0.445 per therm. Pacific Gas & Electric average rate for the same time period was \$0.454 per therm. The price differential creates an annual savings of approximately \$225 a year, as demonstrated on the attached spread sheet. The City has enjoyed the competitive pricing from Commercial Energy in the past and is looking to continue this advantageous relationship.

FISCAL IMPACT

The proposed contract with Commercial Energy will allow the City to continue to manage its natural gas costs and keep the cost at a rate lower than PG&E. The funds expended in this contract are budgeted for in the fiscal year 2013 – 2014. In the following fiscal years the funds will also be budgeted for annually.

ATTACHMENT

1. Example of the Contract
2. Annual Rates - Commercial Energy vs. Pacific Gas & Electric.



City of Riverbank
6707 3rd Street
Riverbank, CA 95367

July 24th, 2013

RE: NATURAL GAS PURCHASE AGREEMENT AMENDMENT

BY THIS AMENDMENT of the Natural Gas Purchase Agreement between Commercial Energy of Montana, Inc., dba Commercial Energy of California (Seller), and City of Riverbank (Buyer), the following contract changes (2 pages) have been mutually approved (please select one of the price options):

1. The term of the Agreement is extended from September 1st, 2013 until August 31st, 2014.
2. Natural gas will be measured and billed on the basis of therms delivered to the Buyer's meter(s). Interstate transportation and gas storage costs paid to Pacific Gas & Electric Company (Utility) as part of Utility's procurement costs will be borne by Seller. Buyer's monthly price paid to Seller does not include Utility's customer charge(s) or transportation charge(s). Those charges are published from time-to-time by Utility.
3. Please initial one of the pricing offers below which is effective September 1st, 2013 :
 - a. **ENERGY SAFE™ (Fixed) PRICE:**
Buyer is guaranteed a fixed price of \$0.505 per therm for all natural gas delivered for a term. There are no true-ups or after the fact reconciliations.
 - b. **WINTER CAPPED PRICE:**
Buyer pays for each therm of natural gas delivered each month at a monthly price that is capped at \$0.555 per therm only from December 1, 2013 through February 28, 2014. Monthly natural gas price is determined by taking the month's PG&E Citygate Monthly Index Price (as published in Natural Gas Intelligence, Inc. - www.intelligencepress.com) plus Seller's risk management fee of \$0.065 per therm and the monthly Stranded Pipeline Capacity Charge (SPCC) of \$0.015 per therm and only capped from December 1, 2013 through February 28, 2014. Buyer's monthly price paid to Seller does not include Utility's shrinkage allowance
 - c. **MARKET PRICE:**
Buyer pays for each therm of natural gas delivered at a monthly price based on the month's PG&E Citygate Monthly Index Price (as published in NGI - www.intelligencepress.com) plus Seller's risk management fee of \$0.055 per therm and the monthly Stranded Pipeline Capacity Charge (SPCC) of \$0.015 per therm. Buyer's monthly price paid to Seller does not include Utility's shrinkage allowance.
4. **UTILITY SERVICE RATE ADJUSTMENT:** Seller will perform for the Buyer an audit of Utility charges for transportation, transmission, or distribution delivery services, and utility user taxes for electricity and natural gas. Should Seller find a potential reduction in these fees, Seller will provide Buyer with a findings letter to reduce these fees, as well as to obtain potential refund(s) from Utility for previous overcharges. If Seller is successful in obtaining either reductions in fees or refunds from Utility, Seller will receive 33% of the savings generated for a period of 24 months. Seller's costs to capture these savings and/or refunds will be borne by Seller.



5. **MONITORING and VERIFICATION:** Buyer will provide to Seller all necessary or sufficient information to assist Seller in meeting Seller's balancing and nominating duties on behalf of Buyer, including authorizing Seller the right to access Buyer's Utility SmartMeter Accounts to retrieve, analyze, store, and compile hourly consumption data. Buyer will provide Seller its passwords, usernames, and/or login information required for Buyer to access the data from the Utility. Username: _____ Password: _____ Seller is responsible for obtaining and maintaining, at its sole cost and expense, any hardware, equipment, third party software, or other support and maintenance services related to the foregoing.
6. **EXTENSION:** If neither party sends a written non-renewal notice to the other party at least fifteen (15) days prior to the beginning of the last delivery month, this Agreement automatically extends monthly at: (1) the same terms as in this Agreement; or (2) the Market Price terms as in this Agreement, whichever is greater, plus Seller's risk management fee of 5.0% on the PG&E Citygate Monthly Index Price (as published in Natural Gas Intelligence, Inc. - www.intelligencepress.com) plus the monthly Stranded Pipeline Capacity Charge (SPCC) published in Table 6 of the Crossborder Energy Study (currently \$0.023/therm from April 1, 2013 until March 31, 2014). Buyer's monthly price paid to Seller does not include Utility's shrinkage allowance.

This offer is valid if initialed, signed and returned via fax by **July 26th, 2013** by 5pm Pacific Time. Should you have any questions, please call me. Thank you again for your business.

OFFERED BY:
Commercial Energy of Montana Inc.

ACCEPTED BY:
City of Riverbank

Date: _____
Curry Stypula, Vice President/General Manager

Date: _____
Authorized Signer



City of Riverbank
6707 3rd Street
Riverbank, CA 95367

July 24th, 2013

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5. **MONITORING and VERIFICATION:** Buyer will provide to Seller all necessary or sufficient information to assist Seller in meeting Seller's balancing and nominating duties on behalf of Buyer, including authorizing Seller the right to access Buyer's Utility SmartMeter Accounts to retrieve, analyze, store, and compile hourly consumption data. Buyer will provide Seller its passwords, usernames, and/or login information required for Buyer to access the data from the Utility. Username: _____ Password: _____
Seller is responsible for obtaining and maintaining, at its sole cost and expense, any hardware, equipment, third party software, or other support and maintenance services related to the foregoing.
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This offer is valid if initialed, signed and returned via fax by **July 26th, 2013** by 5pm Pacific Time. Should you have any questions, please call me. Thank you again for your business.

OFFERED BY:
Commercial Energy of Montana Inc.

ACCEPTED BY:
City of Riverbank

Date: _____
Curry Stypula, Vice President/General Manager

Date: _____
Authorized Signer

**City of Riverbank
GAS PROCUREMENT - SUPPLY**



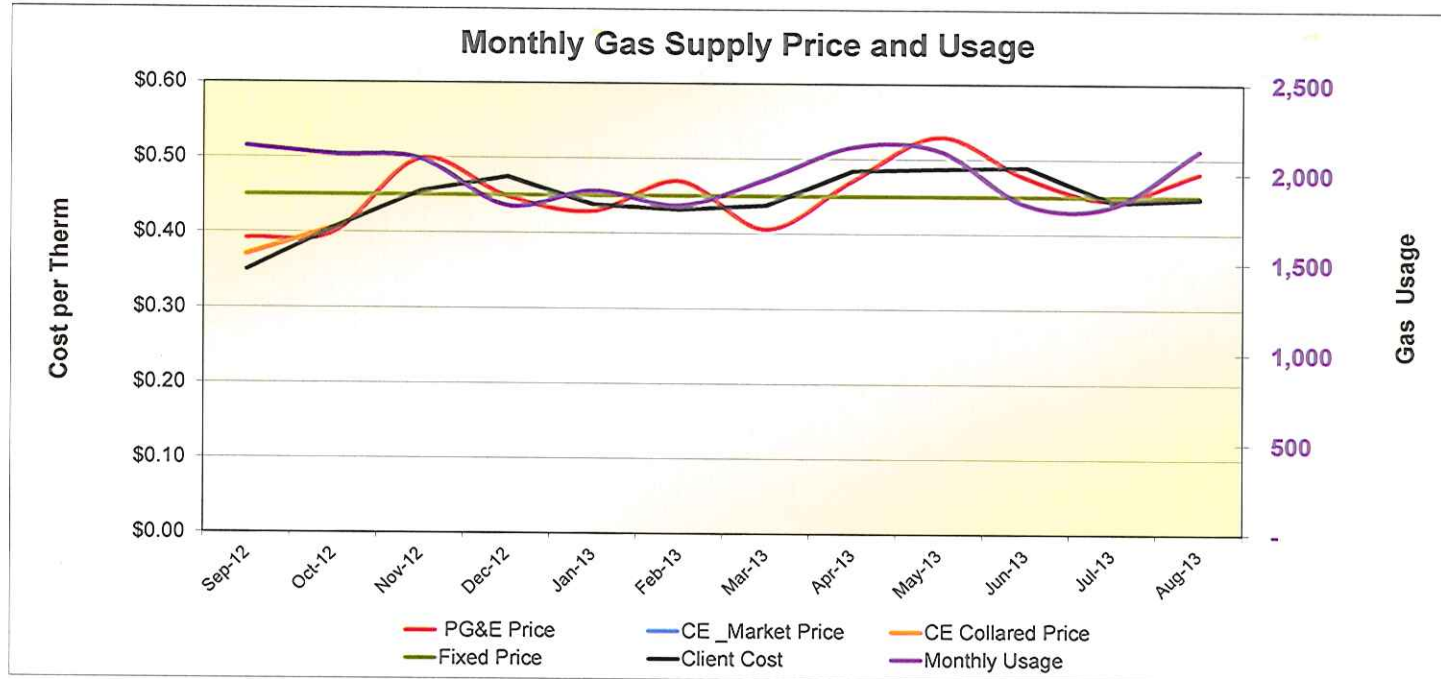
PG&E Monthly Posted Procurement Charge



Commercial Energy Gas Supply

Date	Volume	Utility	Supply Cost	Market	Fixed	Collared	Market	Fixed	Collared	Customer Cost	Total Cost
September-12	2,144	\$0.39195	\$ 840.29	\$ 0.350	\$ 0.450	\$ 0.370	\$ 750.20	\$ 964.74	\$ 793.23	\$ 0.350	\$ 750.20
October-12	2,100	\$0.39972	\$ 839.38	\$ 0.406	\$ 0.450	\$ 0.406	\$ 852.28	\$ 944.96	\$ 852.28	\$ 0.406	\$ 852.28
November-12	2,075	\$0.49830	\$ 1,034.10	\$ 0.455	\$ 0.450	\$ 0.455	\$ 944.82	\$ 933.86	\$ 944.82	\$ 0.455	\$ 944.82
December-12	1,818	\$0.44897	\$ 816.13	\$ 0.475	\$ 0.450	\$ 0.475	\$ 863.14	\$ 818.01	\$ 863.14	\$ 0.475	\$ 863.14
January-13	1,901	\$0.42920	\$ 815.77	\$ 0.438	\$ 0.450	\$ 0.438	\$ 832.09	\$ 855.30	\$ 832.09	\$ 0.438	\$ 832.09
February-13	1,821	\$0.46958	\$ 855.03	\$ 0.432	\$ 0.450	\$ 0.432	\$ 785.90	\$ 819.38	\$ 785.90	\$ 0.432	\$ 785.90
March-13	1,968	\$0.40566	\$ 798.38	\$ 0.438	\$ 0.450	\$ 0.438	\$ 861.61	\$ 885.65	\$ 861.61	\$ 0.438	\$ 861.61
April-13	2,149	\$0.47093	\$ 1,012.13	\$ 0.484	\$ 0.450	\$ 0.484	\$ 1,040.60	\$ 967.15	\$ 1,040.60	\$ 0.484	\$ 1,040.60
May-13	2,129	\$0.52969	\$ 1,127.90	\$ 0.487	\$ 0.450	\$ 0.487	\$ 1,037.47	\$ 958.21	\$ 1,037.47	\$ 0.487	\$ 1,037.47
June-13	1,831	\$0.47567	\$ 871.15	\$ 0.489	\$ 0.450	\$ 0.489	\$ 896.03	\$ 824.13	\$ 896.03	\$ 0.489	\$ 896.03
July-13	1,824	\$0.44562	\$ 813.01	\$ 0.442	\$ 0.450	\$ 0.442	\$ 807.27	\$ 821.00	\$ 807.27	\$ 0.442	\$ 807.27
August-13	2,132	\$0.48113	\$ 1,025.55	\$ 0.448	\$ 0.450	\$ 0.448	\$ 953.88	\$ 959.19	\$ 953.88	\$ 0.448	\$ 953.88
TOTALS:	23,892	\$0.45407	\$ 10,848.80	\$ 0.445	\$ 0.450	\$ 0.447	\$ 10,625.32	\$ 10,751.58	\$ 10,668.34	\$ 0.445	\$ 10,625.32

Contract Expiration: August 31, 2013



COSTS TO DATE	
PG&E Supply	\$ 10,848.80
CE Supply	\$ 10,625.32
SAVINGS vs. PG&E	\$ 223.49

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.F

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Agreement with Stantec Consulting Services to Complete the Demand Management Measures and Cost Benefit Analysis Component of the Urban Water Management Plan
From:	Jill Anderson, City Manager
Submitted by:	Marisela Hernandez, Director of Finance Kathleen Cleek, Sr. Management Analyst

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into an agreement with Stantec Consulting Services to complete the Demand Management Measures and Cost Benefit Analysis components of Riverbank's Urban Water Management Plan in order to complete the document using funds budgeted for this purpose in the 2013-2014 Adopted Budget.

BACKGROUND

In 1983, the Urban Water Management Plan (UWMP) Act was established to require urban water suppliers (agencies serving more than 3,000 connections or more than 3,000 acre-feet per year) to document and plan for the availability of water resources into the future, as well as to begin implementing measures to reduce water use and waste water. The UWMP will act as the City's water supply assessment document needed for approval of future land use entitlements. It also documents how much water would be available in the event that urban expansion is considered in the future.

The UWMP includes a general discussion of Riverbank's history, along with an overview of its demographics, water supply sources, water demand, reliability and water shortage contingency planning, and demand-side management (conservation) measures. A draft of the plan will be presented to the community and the City Council at a future public hearing before the final document is adopted and presented to the California De Water Resources for approval.

In 2010, the City of Riverbank began the process of completing the necessary tasks associated with updating the City's UWMP. Due to budget constraints a contract was executed with ECO:LOGIC Engineering Consultants (business name has changed to

Stantec Consulting Services) to complete the first 6 sections, which consisted of the introduction, service area information, water system demand measures, water system supply information, water recycling, water supply reliability and water shortage contingency planning components of the City's Urban Water Management Plan.

To finalize this plan and meet the requirements of the California Water Code Division 6, the City would like to finalize this plan by contracting with Stantec Consulting Services to complete the Demand Management Measures and Cost Benefit Analysis, which are the water conservation techniques that all urban water suppliers must implement and is the final components needed to finalize the City's Urban Water Management Plan in full and conform to Water Code Section 10631 and the Department of Water Resources.

The UWMP is essentially the City's water conservation plan by laying out current and future supply and demand, required water use goals, and the measures the City is going to take from now and into the future to meet those required water use goals. The finalization and acceptance of this document by DWR will enable the City to be eligible for state grants and loans associated with water system planning and capital improvement projects.

FINANCIAL IMPACT

No new fund appropriation is being requested. Funds in the amount of \$20,000 were set aside in the Fiscal Year 2012-2013 budget to complete the final component needed to bring the plan into compliance with the Urban Water Management Planning Act.

Fiscal Year 2012-2013 – Water Fund #114 – Professional Services \$20,000.

ATTACHMENTS:

The proposed Consultant Agreement is attached to this report.



CONSULTANT AGREEMENT

Preparation of Urban Water Management Plan
Section 7 DMM Analyses and Presentation to Council

This Agreement is made and entered into this ____ day of
____, ²⁰¹³~~2005~~, by and between Stantec Consulting Services, Inc.
"CONSULTANT" and the City of Riverbank "CITY" regarding "PROJECT".

WITNESSETH:

The CITY desires to retain the services of CONSULTANT
regarding services for the "PROJECT".

CONSULTANT desires to perform the services requested by the
CITY regarding the Project on the terms and conditions set forth
below.

NOW, THEREFORE, the parties agree as follows:

1. Description of Work

CONSULTANT shall perform the work set forth in Attachment A,
attached hereto and made a part hereof. Consultant shall perform
the services consistent with that level of care and skill
ordinarily exercised by other professional consultants under
similar circumstances at the time the services are performed. No
other representation, warranty or guarantee, express or implied, is
included or intended by this Agreement.

CONSULTANT shall provide all labor, equipment, material and
supplies required or necessary to properly, competently and

1 completely perform the work or render the services under this
2 Agreement. CONSULTANT shall determine the method, details and
3 means of doing the work or rendering the services.

4 2. Compensation

5 The total cost of the work described in Paragraph 1 hereof
6 shall not exceed \$20,000. Compensation shall be on a time-and-
7 expense basis, based on the work described in Exhibit A and the fee
8 schedule attached hereto and made a part hereof (Exhibit B).

9 3. Term and Time For Completion

10 This Agreement shall become effective on the date first
11 hereinabove written and will continue in effect until the services
12 provided herein have been completed, unless sooner terminated as
13 provided in Paragraph 8.

14 4. Payment For Services

15 CONSULTANT shall submit to the CITY monthly itemized bills for
16 the services rendered. If the work is satisfactorily completed,
17 the CITY shall pay such bill within thirty (30) days of its
18 receipt. Should CITY dispute any portion of any bill, CITY shall
19 pay the undisputed portion within the time stated above, and at
20 same time advise CONSULTANT in writing of the disputed portion.

21 5. Compliance With Laws

22 CONSULTANT agrees that it shall conduct its work and perform
23 its services in compliance with all laws and regulations of
24 Stanislaus County, California, and any officer, department or
25 agency thereof, as well as other laws and regulations as may be
26 applicable thereto.

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1 6. Errors and Omissions Insurance

2 CONSULTANT shall have such errors and omissions insurance as
3 shall protect the CITY, its officers, directors, employees and
4 agents from claims based on alleged errors or negligent acts or
5 omissions which may arise from CONSULTANT's operations or
6 performance under this Agreement, whether claims be made during or
7 subsequent to the term of this Agreement, and whether such
8 operations or performance be by CONSULTANT or its employees,
9 consultants, agents or anyone else directly or indirectly employed
10 by any of the foregoing. The amount of this insurance shall not be
11 less than \$1,000,000.

12 Said policy shall be continued in full force and effect during
13 the term of this Agreement and for a period of five (5) years
14 following the completion of the services provided for in this
15 Agreement. In the event of termination of said policy, new
16 coverage shall be obtained for the required period to insure for
17 the prior acts of CONSULTANT during the course of performing
18 services under the terms of this Agreement.

19 CONSULTANT shall provide to CITY a certificate of insurance on
20 a form acceptable to CITY indicating the deductible or self-
21 retention amounts and the expiration date of said policy, and shall
22 provide renewal certificates within ten (10) days after expiration
23 of each policy term.

24 7. General Insurance

25 CONSULTANT shall, at its expense, maintain in effect at all
26 times during the duration of this Agreement not less than the
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1 following coverage and limits of insurances:

2 A. Workers Compensation CONSULTANT shall carry such
3 insurance as will protect CITY and CONSULTANT from claims
4 under Workers Compensation and Employers Liability Acts;
5 such insurance to be maintained as to the type and amount
6 in strict compliance with State statutes. This insurance
7 shall also waive all right to subrogation against CITY,
8 its employees, directors, officers and agents.

9 B. General Liability. CONSULTANT shall obtain and keep in
10 full force and effect general liability insurance
11 including provisions for contractual liability, personal
12 injury, independent consultants and broad form property
13 damage coverages. This insurance shall be on a
14 comprehensive occurrence basis form with a stand cross
15 liability clause or endorsement. The limit for this
16 insurance shall be no less than \$1,000,000 per occurrence
17 for bodily injury, personal injury and property damage.
18 If commercial General Liability Insurance or other form
19 with a general aggregate limit is used, either the
20 general aggregate limit shall apply separately to this
21 project/location or the general aggregate limit shall be
22 twice the required occurrence limit.

23 C. Automobile Liability. CONSULTANT shall maintain
24 automobile liability insurance with coverage for any
25 vehicle including those owned, leased, rented or
26 borrowed. This insurance shall have a standard cross
27

1 liability clause or endorsement. The limit amount for
2 this insurance shall be no less than \$1,000,000 per
3 occurrence combined single limit for bodily injury and
4 property damage.

5 D. Certificates of Insurance. Promptly upon execution of
6 this Agreement and prior to commencement of any work,
7 CONSULTANT shall provide CITY with certificates of
8 insurance evidencing that all insurance and/or
9 endorsements required by this Agreement have been
10 obtained and are in full force and effect. Approval of
11 the insurance by CITY shall not relieve or decrease any
12 liability of CONSULTANT. The certificates and policies
13 shall provide that thirty (30) days' written notice of
14 any cancellation of the insurance policies will be
15 provided to CITY. In addition, in the event any change
16 is made in the insurance carrier, policies or nature of
17 coverage required under this Agreement, CONSULTANT shall
18 notify CITY prior to making such changes.

19 Such insurance shall include a provision for endorsement
20 naming CITY, its officers, directors, employees and
21 agents as additional insureds with respect to liability
22 arising out of the performance of any work under this
23 Agreement, and providing that such insurance is primary
24 insurance with respect to the interest of CITY and that
25 any other insurance maintained by CITY is excess and not
26 contributing insurance with the insurance required
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1 hereunder.

2 8. Indemnification and Hold Harmless

3 CONSULTANT shall protect, indemnify, hold harmless and defend
4 CITY, its directors, officers, employees and agents, from any and
5 all claims, fines, demands, costs, expenses (including but not
6 limited to attorneys' fees and costs of litigation or arbitration),
7 liability, losses, penalties, causes of action, awards, suits or
8 judgments for damages of any nature whatsoever (hereinafter
9 collectively referred to as "Claims") to the extent arising out of
10 the breach of this Agreement in whole or in part by, or willful or
11 fraudulent misconduct or negligent acts, errors or omissions by
12 CONSULTANT, its employees, agents or consultants, or the agent,
13 employee or consultant of any one of them in the performance of
14 their duties or in their operations under this Agreement, but not
15 including the sole or active negligence or the willful misconduct
16 of CITY.

17 Neither termination of this Agreement nor completion of the
18 acts to be performed under this Agreement shall release CONSULTANT
19 from its obligations to indemnify as to any claims so long as the
20 event upon which such Claims is predicated shall have occurred
21 prior to the effective date of any such termination or completion
22 and arose out of or was in any way connected with performance or
23 operations under this Agreement by CONSULTANT, its employees,
24 agents or consultants, or the employee, agent or consultant of any
25 one of them.

26 Submission of insurance certificates or other proof of
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1 compliance with the insurance requirements in this Agreement does
2 not relieve CONSULTANT from liability under this indemnification
3 and hold harmless clause. The obligation of this indemnity article
4 shall apply whether or not such insurance policies shall have been
5 determined to be applicable to any of such damages or claims for
6 damages.

7 9. Termination

8 This Agreement may be terminated at any time and for any
9 reason by CITY upon five (5) days' advance written notice. In the
10 event of such termination, CONSULTANT is to be fairly compensated
11 for all work performed to the date of termination as calculated by
12 CITY based on Paragraph 2 hereof, provided that such compensation
13 shall not in any case exceed the maximum sum set forth in Paragraph
14 2 hereof. Compensation under this paragraph shall not include
15 costs related to lost profit associated with the expected
16 completion of the work or other such payments relating to the
17 benefit of the bargain.

18 10. Attorneys' Fees

19 In the event that any arbitration, litigation or other action
20 or proceeding of any nature between CITY and CONSULTANT becomes
21 necessary to enforce or interpret all or any portion of this
22 Agreement or because of an alleged breach by either party of any of
23 the terms hereof, it is mutually agreed that the losing or
24 defaulting party shall pay the prevailing party's reasonable
25 attorneys' fees, costs and expenses incurred in connection with the
26 prosecution or defense of such action or proceeding.

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1 11. Entire Agreement

2 This writing constitutes the entire Agreement between the
3 parties relative to the services specified herein, and no
4 modifications hereof shall be effective unless and until such
5 modification is evidenced by a writing signed by both parties to
6 this Agreement. There are no understandings, agreements,
7 conditions, representations, warranties or promises with respect to
8 the subject matter of this Agreement except those contained in or
9 referred to in this writing.

10 12. Independent CONSULTANT

11 It is expressly understood and agreed by the parties hereto
12 that CONSULTANT's relationship to CITY is that of an independent
13 consultant. All persons hired by CONSULTANT and performing the
14 work shall be consultant's employees or agents. CITY shall not be
15 obligated in any way to pay any wages or other claims by any such
16 employees or agents or any other person by reason of this
17 Agreement. CONSULTANT shall be solely liable to such employees and
18 agents for losses, costs, damage of injuries by said employees or
19 agents during the course of the work.

20 13. Conflicts of Interest

21 CONSULTANT (including its employees and subconsultants) shall
22 not maintain or acquire any direct or indirect interest that
23 conflicts with the performance of this Agreement. In the event that
24 CONSULTANT maintains or acquires such a conflicting interest, any
25 contract (including this Agreement) involving CONSULTANT's
26 conflicting interest may be terminated by CITY.

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1 14. Ownership of Work

2 All original documents prepared by CONSULTANT for this
3 Agreement, whether complete or in progress, are the property of the
4 CITY, and shall be given to CITY at the completion of CONSULTANT's
5 services, or upon demand from the CITY. No such documents shall be
6 revealed or made available by CONSULTANT to any third party without
7 the prior written consent of the CITY. CONSULTANT shall be allowed
8 to retain copies of all documents prepared under this Agreement.
9 The City agrees to waive any and all claims against Consultant
10 arising from any such unauthorized reuse, misuse or alteration.

11 15. Successors and Assignment

12 This Agreement shall be binding on the heirs, successors,
13 executors, administrators and assigns of the parties; however,
14 CONSULTANT agrees that it will not assign, transfer, convey or
15 otherwise dispose of this Agreement or any part thereof, or its
16 rights, title or interest therein, or its power to execute the same
17 without the prior written consent of CITY.

18 16. Severability

19 If any provision of this Agreement is held to be
20 unenforceable, the remainder of this Agreement shall be severable
21 and not affected thereby.

22 17. Waiver of Rights

23 Any waiver at any time by either party hereto of its rights
24 with respect to a breach or default, or any other matter arising in
25 connection with this Agreement, shall not be deemed to be a waiver
26 with respect to any other breach, default or matter.

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1 18. Remedies Not Exclusive

2 The use by either party of any remedy specified herein for the
3 enforcement of this Agreement is not exclusive and shall not
4 deprive the party using such remedy of, or limit the application of
5 any remedy provided by law.

6 19. Notices

7 All notices, statements, reports, approvals or requests or
8 other communications that are required either expressly or by
9 implication to be given by either party to the other under this
10 Agreement shall be in writing and signed for each party by such
11 officers as each may, from time to time, authorize in writing to so
12 act. All such notices shall be deemed to have been received on the
13 date of delivery if delivered personally or three (3) days after
14 mailing if enclosed in a properly addressed and stamped envelope
15 and deposited in the U.S. post office for delivery. Unless and
16 until formally notified otherwise, all notices shall be addressed
17 to the parties at their addresses shown below:

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CITY

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City of Riverbank
Attention: Kathleen Cleek
6707 Third Street
Riverbank, CA 95367-2396

21

22

23

CONSULTANT

24

Stantec Consulting Services, Inc.
Attention: Joe DiGiorgio
3875 Atherton Road
Rocklin, CA 95765

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1 20. Sub-Consultants

2 No subcontract shall be awarded or an outside consultant
3 engaged by CONSULTANT unless prior written approval is obtained
4 from CITY.

5 ///

6 ///

7 **IN WITNESS WHEREOF** the parties execute this Agreement on
8 the day and year first hereinabove written.

9

10

11 CITY OF RIVERBANK

STANTEC CONSULTING SERVICES, INC.

12

By _____
13 Jill Anderson
City Manager

By _____
Dave Bennett
Regional Practice Leader

14

15

Consultant
Taxpayer ID No.: _____

16

APPROVED AS TO CONTENT:
17 DIRECTOR OF FINANCE

18

By _____
19 Marisela Hernandez
Director of Finance

20

APPROVED AS TO FORM:

21

22

By _____
Doug White
23 Attorney

24

25

26

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Stantec

Stantec Consulting Services Inc.
3875 Atherton Road
Rocklin CA 95765
Tel: (916) 773-8100
Fax: (916) 773-8448

May 10, 2013

City of Riverbank
6617 Third Street
Riverbank, CA 95367-2303

Attention: Kathleen Cleek

Dear Kathleen,

Reference: **2010 Urban Water management Plan (UWMP) Update
Proposal for Additional Authorization – Section 7 DMM Analyses**

It was a pleasure meeting with you and Michael Riddell to discuss completion of the 2010 UWMP in full conformance with Water Code Section 10631, and DWR guidance. Based on this and subsequent discussions we are requesting additional authorization for tasks that were specifically excluded from the scope of services in our initial authorization request (as ECO:LOGIC) dated April 2, 2010. The tasks that you have requested additional services for include completion of the Section 7 Water Demand Management Measures (DMMs), to include the cost benefit analyses (CBA) for DMMs the City does not intend to implement at this time, as well as preparation of a presentation for the public hearing, which is required before the City Council can formally adopt the UWMP.

These additional tasks are described in more detail below (beginning as Task 5 so as to be delineated from Tasks 1-4 in our original authorization):

Task 5– UWMP Section 7, DMM Description and Cost Benefit Analyses

Task 5.1 - Water Survey Programs for Single-Family Residential and Multi-Family Residential Customers

We understand the City does not intend to implement this program so a CBA will be prepared and presented in UWMP Section 7.2.1. For this analysis we require the following information from the City:

- The unit cost of delivered water (\$/AF, or \$/MG) including all water supply related costs. Since you do not buy your water this would be the annual cost of operation divided by the average annual water delivered.
- Total cost per hour for a City employee to perform surveys and inspections. This should include all benefit costs and not just hourly wages.
- Total cost per mile for a City vehicle.
- The number of residential units built before, and after, 1993. Plumbing codes were changed effective in 1993 to require water saving fixtures, therefore surveying newer homes provides less potential water savings benefits.

Stantec

May 10, 2013
Attn: Kathleen Cleek
Page 2 of 4

**Reference: 2010 Urban Water management Plan (UWMP) Update
Proposal for Additional Authorization – Section 7 DMM Analyses**

Task 5.2 - Residential Plumbing Retrofit

We understand the City does not intend to implement this program so a CBA will be prepared and presented in UWMP Section 7.2.2. Information provided for Task 5.1 will suffice for this analysis.

Task 5.3 - System Water Audits, Leak Detection, and Repair

We understand the City has implemented this program and only minor editing of UWMP Section 7.2.3 is required.

Task 5.4 - Metering with Commodity Rates for All New Connections and Retrofit of Existing Connections

We understand the City has implemented this program and only minor editing of UWMP Section 7.2.4 is required.

Task 5.5 - Large Landscape Conservation Programs and Incentives

We understand the City does not intend to implement this program so a CBA will be prepared and presented in UWMP Section 7.2.5. We understand the City does not have any significant large landscape users served by the water system. That understanding, plus information provided for Task 5.1, will suffice for this analysis.

Task 5.6 – High Efficiency Washing Machine Rebate Program

We understand the City does not intend to implement this program so a CBA will be prepared and presented in UWMP Section 7.2.6. Information provided for Task 5.1 will suffice for this analysis.

Task 5.7 - Public Information Programs

We understand the City does intend to implement this program. UWMP Section 7.2.7 will be edited to include a description of the currently planned program.

Task 5.8 - School Education Programs

We understand the City does intend to implement this program. UWMP Section 7.2.8 will be edited to include a description of the currently planned program.

Task 5.9 - Conservation Programs for Commercial, Industrial, and Institutional Accounts

We understand the City does not intend to fully implement this program because the small number of applicable users, but will institute conservation pricing for such users. UWMP Section 7.2.9 will be edited to reflect this approach. Information provided for Task 5.1, along with typical water use for the applicable accounts, will be required for this analysis.

Stantec

May 10, 2013
Attn: Kathleen Cleek
Page 3 of 4

**Reference: 2010 Urban Water management Plan (UWMP) Update
Proposal for Additional Authorization – Section 7 DMM Analyses**

Task 5.10 - Wholesale Agency Programs

The City is not a water wholesaler therefore this program is not applicable. No additional work is required.

Task 5.11 - Conservation Pricing

We understand the City does intend to implement this program as described in UWMP Section 7.2.11. No additional work is required.

Task 5.12 - Water Conservation Coordinator (WCC)

We understand you will serve as the WCC. UWMP Section 7.2.12 will be edited to reflect current City plans.

Task 5.13 – Water Waste Prohibition

The City has implemented this DMM. No additional work is required.

Task 5.14 - High Efficient Toilet Replacement

We understand the City does not intend to implement this program so a CBA will be prepared and presented in UWMP Section 7.2.14. Information provided for Task 5.1 will suffice for this analysis.

Stantec proposes to perform the Task 5 work described above on a time and materials basis, per our current rate sheet (attached) for a fee not to exceed \$17,500, without prior written authorization. This work, including submitting a revised UWMP Section 7.2 for City review will be completed within 30 days after receiving written notice to proceed, and the above requested information.

Task 6 – Respond to DWR review comments

Upon City approval of the DRAFT UWMP Stantec proposes to submit the DRAFT UWMP, including the Section 7.2 DMM CBA for review by DWR personnel. We suggest this step be taken before the public hearing and adoption of the UWMP by the City Council as DWR may request additional information and/or modifications to the UWMP due to DWR policy changes since our initial work was authorized. If the public hearing has already been done and substantive changes are then made due to DWR review, the hearing process may need to start again. Of course, if DWR review comments require modifications due to errors or omissions from our Tasks 1-5 work, they will be addressed at no additional cost to the City.

We request the City authorize up to \$500 for Stantec to submit the UWMP to DWR staff, coordinate a timely review, respond to their review comments and questions, and revise the DRAFT UWMP as necessary for their approval. Stantec will complete any such revisions to the DRAFT UWMP within two weeks of receipt of DWR review comments, and any additional information that may be required from City staff.

Task 7 – Preparation of the Public Workshop Presentation

Stantec proposes to prepare a PowerPoint presentation describing the UWMP process which is suitable for delivery at the public hearing. We understand the public hearing will occur at a City Council meeting to be

Stantec

May 10, 2013
Attn: Kathleen Cleek
Page 4 of 4

**Reference: 2010 Urban Water management Plan (UWMP) Update
Proposal for Additional Authorization – Section 7 DMM Analyses**

scheduled after DWR has approved the DRAFT UWMP document. We will require 2 weeks to provide a DRAFT presentation which we can begin upon completion of Task 6 DWR review. We expect the public workshop would be scheduled so that we would have at least one week to finalize the DRAFT presentation based on City staff review of the DRAFT presentation.

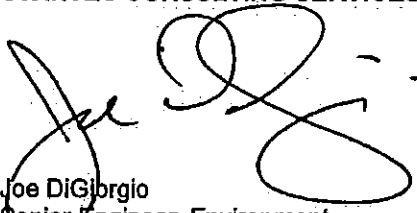
Stantec proposes to prepare a minimal presentation that presents only the material required for the Council to understand the purpose, conclusions of the UWMP work, and the obligations that the City is committing to by adopting the UWMP for a price not to exceed \$2,000. The work excludes the preparation of new graphic figures specifically for the presentation and will rely on bullet point lists and already prepared graphics as necessary. Please note, Stantec will attend the public hearing under the initial April 2010 authorization fee limit, and is not requesting additional authorization for that aspect of this presentation work.

The total request for additional authorization to perform Tasks 5, 6, and 7, as described above, totals \$20,000. The intent of this requested additional authorization is to provide a complete document that meets DWR approval and can be adopted by the City Council thereby satisfying the requirements of the Water Code and enabling the City to take full advantage of State funding assistance on public improvement projects. Please note that this authorization request and our current scope of services do not cover significant modifications to the UWMP that may result after the public hearing process. If there are modifications necessary that require our assistance we will request additional authorization at such time it becomes necessary and as requested by City staff.

Please call if you have any questions or require any additional information,

Respectfully,

STANTEC CONSULTING SERVICES INC.



Joe DiGiorgio
Senior Engineer, Environment
Tel: (916) 773-8100
Fax: (916) 773-8448
Joe.DiGiorgio@stantec.com

Attachment: 2013 Standard Rate Sheet

C.



Stantec

2013 Fee Schedule

LEVEL	HRLY RATE	DESCRIPTION
1	\$52	Entry-level position
2	\$59	• Works under the supervision of a senior professional • Recent graduate from an appropriate post-secondary program or equivalent • Generally, less than four years experience
3	\$65	Junior-level position
4	\$72	• Independently carries out assignments of limited scope using standard procedures, methods and techniques • Assists senior staff in carrying out more advanced procedures
5	\$80	• Completed work is reviewed for feasibility and soundness of judgment • Graduate from an appropriate post-secondary program or equivalent • Generally, four years work experience
6	\$87	Fully qualified professional position
7	\$95	• Carries out assignments requiring general familiarity within a broad field of the respective profession • Makes decisions by using a combination of standard methods and techniques
8	\$104	• Actively participates in planning to ensure the achievement of objectives • Works independently to interpret information and resolve difficulties • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, six years experience
9	\$113	First level supervisor or first complete level of specialization
10	\$122	• Provides applied professional knowledge and initiative in planning and coordinating work programs • Adapts established guidelines as necessary to address unusual issues
11	\$133	• Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, nine years experience
12	\$144	Highly-specialized technical professional or supervisor of groups of professionals
13	\$156	• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise • Participates in short and long range planning to ensure the achievement of objectives
14	\$167	• Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures • Reviews and evaluates technical work • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, ten years experience with extensive, broad experience
15	\$177	Senior level consultant or management function
16	\$196	• Recognized as an authority in a specific field with qualifications of significant value • Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise
17	\$231	• Independently conceives programs and problems for investigation • Participates in discussions to ensure the achievement of program and/or project objectives • Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, fifteen years experience with extensive professional and management experience
18	\$272	Senior level management position under review by Vice President or higher
19	\$357	• Recognized as an authority in a specific field with qualifications of significant value • Responsible for long range planning within a specific area of practice or region • Makes decisions which are far reaching and limited only by objectives and policies of the organization • Plans/approves projects requiring significant human resources or capital investment • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, fifteen years experience with extensive professional and management experience

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.G

SECTION 3: CONSENT CALENDAR

Meeting Date:	August 12, 2013
Subject:	Authorize the City Manager to Execute an Agreement for Contract Planning Services with J.B. Anderson Land Use Planning
From:	Jill Anderson, City Manager
Submitted by:	Marisela Hernandez, Director of Finance

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to execute an agreement with J.B. Anderson Land Use Planning for professional planning services.

SUMMARY

The City is beginning to see an increase demand for land use planning services, including home improvements, business development, and requests for consultations regarding potential new commercial and housing projects. This renewed interest in development related activities is taking place when the City has only one staff member in the Planning Division of Development Services, and no professional planners on staff. As a result, the 2013-2014 Budget includes funds for professional contract planning services.

John Anderson, of JB Anderson Land Use Planning, was contacted to assist the City with land-use planning and development activities. Mr. Anderson, (no relation to the City Manager, Jill Anderson) has been providing limited services for approximately six weeks and an agreement has been developed to formalize the terms of the working relationship, while providing the flexibility associated with a consulting arrangement.

BACKGROUND

Beginning in summer 2009, the City took action to address its fiscal challenges by reducing staffing levels city-wide, which included the City's Planning Department. At that time, the City's Planning Department consisted of the following positions:

- Community Development Director (re-classified to the Director of Development Services)

- Sr. Community Development Specialist
- Associate Planner

As new housing & commercial development reached a stand-still due to the declining economy, and as General Fund revenues began to drastically decline, the City came to the decision that in order to overcome increasingly large structural deficits a Reduction in Force (RIF) was necessary and the Associate Planner was laid-off. This left only the Director of Development Services and the Sr. Community Development Specialist as the only staff members assigned to the Planning Division. Earlier this year, the Director of Development Services position became vacant. This has left a void in the Planning Division at a time when important planning projects are beginning to occur. These projects include, but are not limited to, the following:

- Claribel Widening Project
- North County Corridor
- New housing development interest
- New commercial development interest
- Update of the Riverbank Zoning Code
- Completion of the Downtown Specific Plan

The current City-employed staffing configuration for the Planning Division is at a non-sustainable level. Over the past year, it has become apparent that due to staffing configurations the department has experienced significant organizational and operational difficulties that hinder it from providing the desired professional planning services to the community. In addition, the vacancy of the Director of Development Services position has caused management to take a closer look at the current configuration of the Planning Division and the Development Services Department as a whole.

Although no final decision has been made as to the future organization of the department, it is apparent that a planning presence is sorely needed in the City. To this end, the City Manager has contacted the firm of J.B. Anderson Land Use Planning. It is a local firm located in Ripon, CA that has worked, and currently works, for several neighboring cities including the cities of Ceres and Waterford. The principal of the firm, John Anderson and his staff are familiar with the regional planning issues that exist within Stanislaus County and will provide the City with the planning presence necessary at this time.

SCOPE OF WORK & COST PROPOSAL

The City Manager and J.B. Anderson Land Use Planning have negotiated the following terms to the proposed contract:

1. J.B. Anderson staff to provide professional planning services for 32 hours per month, which will include at least eight (8) visits to Riverbank City Hall.

2. Visits will be during normal business hours two days per week.
3. Retainer will be \$2,400 per month.
4. Separate proposals will be prepared for any special projects requested by the City (i.e. Zoning Code Update or Adoption of the Downtown Specific Plan, large scale commercial or housing developments).

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to execute an agreement for Contract Planning Services with J.B. Anderson Land Use Planning.

FINANCIAL IMPACT

During the adoption of the Fiscal Year 2013-14 Annual Budget an appropriation of \$50,000 was approved for Contract Planning, therefore no new appropriation is being requested at this time. The amount appropriated is directly offset by the salary savings of the vacant Director of Development Services position.

ATTACHMENT

1. J.B. Anderson Land Use Planning and Environmental Consulting Services Statement of Qualifications.



**LAND USE PLANNING AND ENVIRONMENTAL
CONSULTING SERVICES**

STATEMENT OF QUALIFICATIONS

*Celebrating 19 Years
Of Excellence in the Central Valley*

Section 1 INTRODUCTION

J.B. Anderson Land Use Planning is a full service Land Use and Environmental Planning Firm located in Ripon, California. Established in 1993, J.B. Anderson Land Use Planning has provided Land Use and Environmental Planning services in California through a host of Public Agencies and Municipalities. J.B. Anderson Land Use Planning Offices are located at the following address: 139 S. Stockton Avenue, Ripon California 95366. All professional Land Use and Environmental Planning Services are provided from this office.

J.B. Anderson Land Use Planning has provided Land Use and Environmental Planning Services in various jurisdictions within the Central Valley and Sierra Nevada Foothills, including, Stanislaus, San Joaquin, Merced, Madera, Tuolumne, And Mariposa. As a value added component, our Firm offers clients a wide range of Land Use and environmental planning services. We provide short and long-range Land Use Planning and Environmental services on Projects ranging from Public Works Improvements, Conditional Use Permits, to multi-thousand acre Master or Community Plans.

Our firm supports a highly educated and experienced staff with experience in Land Use Planning, Land Management, and environmental review and compliance in accordance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Continuity and knowledge earmarks our work for a positive humanitarian approach to growth and development in each jurisdiction we have the opportunity to provide our expertise in.

SERVICE AND AREAS OF EXPERTISE

PUBLIC POLICY OF CURRENT AND ADVANCED PLANNING

- Housing Elements
- AB 170 – Air Quality Elements
- AB 32 Compliance
- SB 375 Compliance
- Zoning Ordinance Amendments
- Specific Plans
- Community Plans
- Municipal Service Reviews
- Conditional Use Permits
- Variance Applications

CONTACT STAFF SERVICES

- Project Management and Staffing for Current and Advanced Planning Projects
- Staff Reports
- Public Outreach Programs
- Planning Commission/City Council Presentations

ENVIRONMENTAL PLANNING

- CEQA/NEPA Compliance Documents
- Technical Peer Review Assistance
- Air Quality Modeling and Permitting
- Green House Gas Emissions Evaluation

Section 2 LAND USE AND ENVIRONMENTAL PLANNING SERVICES

Established in 1993, J.B. Anderson Land Use Planning has provided land use and environmental consulting services within various jurisdictions in the Central Valley and Sierra Nevada Foothills. Our Firm specializes in managing current and advanced Planning projects from Use Permit Applications to General Plan Housing Elements. Our Staff is well versed and experienced in preparing and processing Housing Element Updates, Use Permits, Zoning Ordinance Amendments and Updates, CEQA and NEPA compliance documents, and Specific Plan management and Technical Peer Review. Working in various jurisdictions allows our Staff to stay apprised of local land use issues affecting each jurisdiction. Acting as an extension of Planning Department Staff, our Firm focuses on customer service and efficiency combined with local land use expertise.

In addition, our Staff is well experienced in preparing NEPA documents such as Environmental Assessments, Environmental Impact Statements, etc. and CEQA documents such as Initial Studies, Negative Declarations, and Environmental Impact Reports throughout the Central Valley and Sierra Nevada Foothills. This allows our Staff to be up to date and aware of environmental issues affecting each geographical area.

Specifically, our Firm offers the following land use and public policy consulting services:

- Project Management and Staffing for Current and Advanced Planning Projects
- Staff Reports and Coordination with other Departments
- Policy Documents (i.e. General Plan Elements, Specific Plans, etc.)
- Environmental Compliance documents (i.e. CEQA and NEPA)
- Public Outreach Programs
- Planning Commission/City Council Presentations

REPRESENTATIVE EXPERIENCE

Batiari Parcel Map Application (Calaveras County)

J.B. Anderson Land Use Planning has recently been retained to assist Calaveras County Planning Staff in the processing and preparation of CEQA compliance documents for the proposed Batiari Parcel Map Application. As an extension of County Planning staff, JBA Staff are managing and preparing the Project's Initial Study and proposed Negative Declaration. JBA Staff is working closely with County Planning staff in the successful processing of the Project, and is expected to complete the CEQA process in spring 2013.

Contact: Ms. Darcy Goulart
Planner III
County of Calaveras
891 Mountain Ranch Road
San Andreas, California 95249
(209) 754-6394
dgoulart@co.calaveras.ca.us

Silver Tip Village Resort (County of Mariposa):

J.B. Anderson Land Use Planning was retained by the County of Mariposa to provide Contract Planning Services for Project known as the Silver Tip Village Resort, located in the Community of Fish Camp. The Silver Tip Village Project consists of 47.3 acres and is located at the intersection of State Route 41 and Fish Camp Lane. The Silver Tip Village Resort included applications for an amendment to the Fish Camp Town Planning Area Specific Plan, a Planned Unit Development, a Conditional Use Permit, and a Land Division. The Project is the development and operation of a resort hotel and conference center which would consist of a four-story, 137-room hotel, conference center, 30 cabins, four small conference centers, a two-story commercial center, eight "shop owner living units," a tennis court, swimming pool, decorative ponds, an on-site wastewater treatment and disposal system, a water system and storage tank(s), and related facilities to serve the proposed development. J.B. Anderson Land Use Planning provided management on all conditions of approval with CEQA mitigation measures and provides administrative staff review to process all project modifications to the approved project including the drafting of new CEQA documentation to acknowledge said modifications.

Contact: Ms. Sarah Williams
Planning Director
5100 Bullion Street
Mariposa, California 95338
(209) 742-1216 Office
swilliams@mariposacounty.org

Murphy's Rocky Hills II Subdivision (Calaveras County):

J.B. Anderson Land Use Planning has been retained to provide project management and land planning services for Calaveras County in the processing of the Murphy's Rocky Hills Subdivision Project. The Subject property is located in the Murphy's Townsite north of two (2) existing residential subdivisions Golden Acres and Meritage Estates. It is purported that public water and sewer are available to serve the subject property. The applicant requested a modification of the County General Plan and Murphy's & Douglas Flat Community Plan to allow for the creation of an 82 lot single family subdivision of approximately 44.2 acres.

Contact: Ms. Darcy Goulart
Planner III
County of Calaveras
891 Mountain Ranch Road
San Andreas, California 95249
(209) 754-6394
dgoulart@co.calaveras.ca.us

City of Ceres 2009-2014 Housing Element Update (City of Ceres)

J.B. Anderson Land Use Planning was retained by the City of Ceres to manage and prepare an update to the City's General Plan Housing Element in accordance with State Law. Our Firm successfully worked on behalf of City Planning Services staff in preparing this update, and acted as the primary contact between the City and the State Department of Housing and Community Development. Major updates to the City's Housing Element included an updated regional housing needs inventory and the creation of new Policies and Programs in compliance with State Housing Law. This update process also included an extensive public participation program and presentations to the City's Planning Commission and City Council. The City of Ceres 2009-2014 Housing Element was certified by the State HCD in June 2012.

Contact: Mr. Tom Westbrook
City Planner
City of Ceres
2220 Magnolia Street Ceres,
California 95307
(209) 538-5778
twestbrook@ci.ceres.ca.us

City of Livingston 2009-2014 Housing Element Update (City of Livingston):

J.B. Anderson Land Use Planning was retained by the City of Livingston to manage and prepare an update to the City's Housing Element and associated Mitigated Negative Declaration. Our Firm successfully worked on behalf of the City to coordinate with California Department of Housing and Community Development Staff (HCD) in updating the City's Housing Element to comply with new legislation adopted by the State (i.e. Senate Bill 2). The 2009-2014 Housing Element was certified by HCD in 2010.

Contact: Ms. Donna Kenney, AICP Community
Development Director
1416 C Street
Livingston, California 95334
(209) 394-5510 Office
donna@livingstoncity.com

Mariposa County 2009-2014 Housing Element (County of Mariposa):

J.B. Anderson Land Use Planning was retained by the County of Mariposa to prepare and manage the update to the County's Housing Element. Our Firm successfully led an extensive public participation program and update to the County's Housing Element, and acted as the primary contact between the County and the State Department of Housing and Community Development in the review and certification of the County's Housing Element. Primary updates to the County's Housing Element included an update to the County's regional housing inventory and updated Policies and Programs to comply with State Housing Law. The County's Housing Element Update was certified by the State HCD in 2011.

Contact: Ms. Sarah Williams
Planning Director
5100 Bullion Street Mariposa,
California 95338
(209) 742-1216 Office
swilliams@mariposacounty.org

City of Waterford Contract Planning Services (Stanislaus County)

J.B. Anderson Land Use Planning has been retained by the City of Waterford to provide contract Land Use and Environmental Planning services. JBA Staff is acting as an extension of City of Waterford staff, and provides oversight and daily tasks related to current and advanced planning projects. This includes the processing Land Use Applications (i.e. Use Permits, Tentative Maps), preparation of CEQA compliance documents, and preparing policy documents such as the Housing Element Update.

Contact: Mr. Tim Ogden
City Manager
City of Waterford
101 E Street
Waterford, California 95386
(209) 874-2328 ext. 103
togden@cityofwaterford.org

GENERAL PLAN UPDATE EXPERIENCE

John B. Anderson, principal of the firm JB Anderson Land Use Planning, has been a professional planner since 1984 and in his capacity as a professional planner has had the opportunity to participate in General Plan text and Map changes. Representing Private Parties, John B. Anderson has participated in special study sessions, public hearings and re-drafts of the General Plans associated with the Cities of Patterson, Escalon, Oakdale, Ripon, Manteca, Tracy, Turlock, Newman, Modesto as well as Riverbank. The same can be said about update efforts focused on the Counties of Merced, Mariposa, Stanislaus and San Joaquin.

Specific Experience working as a Staff Planner or Planning Commissioner on General Plan Updates are detailed below by jurisdiction.

County of Tuolumne.

Working as a Planner III during 1987-88, John B. Anderson critiqued the Tuolumne General Plan Policies and Implementation measures to accept the work performed on the County Wildlife Element managed by the Assistant

Director of Planning, Mrs. Laurie Borup. The work performed by Mr. Anderson was part of a larger effort to establish key Policies associated with the establishment of a new optional General Plan Element to ensure Wildlife Protection and Preservation.

City of Ceres.

In the capacity of a Planning Commissioner and at times as the Chairman, John B. Anderson worked with Planning Staff headed by Mr. Charlie Woods between 1994 and 1997 to completely re-write the Ceres General Plan. The City of Ceres held thirty (30) or more public workshops and hearings to clarify the policy direction of the community. Mr. Anderson's planning experience was called upon by the City of Ceres to present text revision for whole sections of the General Plan for incorporation into the final General Plan.

City of Waterford.

As consulting Planner Director between 1994 and 2001, John B. Anderson worked with a special General Plan Steering Committee commissioned by the City Council to evaluate the existing General Plan and to make technical updates to the existing General Plan. Areas of primary focus included parks, trails and open space along the Tuolumne River corridor. The City of Waterford also had a number of zoning compatibility issues created by the existing General Plan which needed to be corrected. The end result of our effort was a technical update to the General Plan filed IN 2001. The City of Waterford Vision 2025 General Plan has since been completely updated as a result of a new Council and Planning Consultant.

Housing Element Updates (various Cities and County).

Through the previous Planning Period and Housing Element cycle of 2009-2014, J.B. Anderson Land Use Planning was retained by various Local Agencies to manage and prepare updates to their respective General Plan Housing Elements. Our Firm was retained by the Cities of Livingston and Ceres and the County of Mariposa to prepare updates to their respective General Plan Housing Elements in accordance with State Housing Law. These updates involved various levels of public outreach coordination, including public workshops, online web surveys, and questionnaire distribution. J.B. Anderson Land Use Planning successfully prepared these updates, and achieved State Certification from the California Housing and Community Development Department for each Local Agency.

Section 3 KEY PERSONNEL

John B. Anderson - President

Mr. Anderson holds a Bachelor of Science degree in Natural Resource Planning and B.A. in Geography with an emphasis in Cartography from Humboldt State University - Arcata, California. Mr. Anderson has extensive knowledge and understanding of the California Environmental Quality Act (CEQA), California Zoning and Development Laws, Surface Mining and Reclamation Act (SMARA), California Subdivision Map Act, Williamson Act, and California Government Code as well as over 28-years' experience in public and private sector planning. Mr. Anderson's experience is with preparation of Budgets, Investigation of planning regulations for Applications of planning regulations for current planning projects and on-going monitoring of legislative issues.

Employment History:

1993 to Present	J. B. Anderson Land Use Planning - President
1990-1993	Anderson Homes-Forward Planner Stanislaus
1988-1990	County-Associate Planner
1984-1988	Tuolumne County-Planner III

Special Experience:

1990-1997	City of Ceres-Planning Commissioner (Chair for 2-terms)
1993-2001	City of Waterford-Planning Director
1997 - 1999	City of Livingston-Planning Director

Mark Niskanen – Senior Planner

Mr. Niskanen holds a Bachelor Degree from San Diego State University in Public Administration, with an emphasis in City and Regional Planning. With almost twelve (12) years of professional planning experience in the Central Valley, Mr. Niskanen is experienced and well versed in Federal, State, and Local Policies and Regulations related to land use development and environmental issues.

As Senior Planner, Mr. Niskanen is responsible for Project Management, and has worked on a variety of public agency land use and environmental planning projects. Most notably, Mr. Niskanen managed and prepared Housing Element Updates on behalf of the Cities of Livingston and Ceres, as well as the County of Mariposa. These Housing Element Update involved extensive public participation programs in addition to presentations made to Planning Commissions, City Councils, and the Board of Supervisors. Most recently, Mr. Niskanen is responsible for preparing CEQA compliance documents and acting as an extension of County of Calaveras staff in the processing of Land Use Applications.

Employment History:

2002 to Present	J. B. Anderson Land Use Planning – Senior Planner
2001-2002	URS Corporation-Environmental Planner

Special Experience:

2008 to Present	Ongoing Attendance and Participation in AB32 and SB375 Workshops
2008 to Present	Ongoing Attendance and Participation- The Valley Futures Forum
2002-2004	American Planning Association – California Chapter, Central Section Sub-Committee

EXHIBIT A

SCOPE OF WORK AND COST PROPOSAL

FOR THE CITY OF RIVERBANK

TASK 1 PRIMARY PLANNING AND GENERAL SERVICES

JBA staff will provide professional planning services for the City of Riverbank for a maximum of 32 hours per month and include at least eight (8) visits to Riverbank City hall per month to conduct planning duties. These visits will be during normal business hours two days per week. This service will also involve conducting business remotely as well, meaning by phone and e-mail. JBA staff will be accessible and will return all messages within 24 hours. JBA staff will report directly to the City Manager and attend City Staff meetings, all Planning Commission Hearings, and City Council Hearings as directed. The primary contact person will be John B. Anderson; however, Mark Niskanen or other professionally trained planners shall be available at times when Mr. Anderson is unavailable. It will be JBA staff's responsibility to be well versed in all of the current functions of City business as to not confuse the public and our future planning applicants. JBA staff will submit a monthly Planning Department Report to the City Manager to be used as a management tool to control the work effort of JBA staff and to allow JBA's work effort to be assigned to top priorities as determined by the City Manager. The monthly retainer costs to the City of Riverbank for this service will be \$2,400 billed per month which will be billed at the beginning of each month. JBA Planning shall prepare a monthly statement of work to reconcile the work hours performed on City tasks. Extra work such as the preparation of CEQA Initial Studies and MMND will be defined in a Workscope and agreed to in advance on any work being performed or billed.

At the City Manager's option work defined under this task may be transferred to tasks described below in Tasks 2 and 3. At this time it is anticipated that 25% of the work described under Task 1 may be transferred to Tasks 2 and/or 3. The monthly Planning Report will assist the City in defining any work shifts needed.

TASK 2 SPECIAL PROJECTS FOR THE CITY OF RIVERBANK

JBA Staff shall prepare a detailed proposal and budget for any and all special projects as directed by the City Manager including Update of Zoning Code to comply with the and the Adoption of the Downtown Specific Plan, consultation with the project proponents on various projects, lend expertise with the Claribel Widening Transportation Project, and/or participation in the discussion with Stanislaus County

and CALTRANS on the North County Transportation Corridor. JBA will negotiate with the City the hourly rates used in the budget for these projects depending on the complexity of the work to be performed. For City sponsored work the hourly rate shall be \$75 per hour. As a basis for rate negotiations for other complex special projects, JBA's current hourly Fee Rates for Public Clients is attached as Exhibit B.

TASK 3 APPLICANT DRIVEN SPECIAL PROJECTS OF LARGE SCALE

In the event an applicant proposes a large complex project such as a new Commercial Development Project or a large Multi-Use Master Plan or Specific Plan, JBA Staff will prepare a Workscope and budget for the proposal. JBA will staff the project with professional planners to represent the City of Riverbank. The hourly rate used in the budget for these large projects shall be the Fee Rate for Public Clients attached as Exhibit B or as negotiated with the City. JBA will work with City staff to review and update the Planning Processing Fee schedule to reflect actual costs of services provided and an opportunity to allow the execution of cost participation agreements for large scale projects. The planning fee analysis will represent the real cost of services with recommendations for processing fee changes. The City Council will have the opportunity to determine the appropriate processing fees based on the economy and the amount of General Fund subsidy desired.

ASSUMPTIONS

- 1) City will provide office space, supplies and materials for the planning purposes including internet service. We assume all planning forms and documents are available electronically in a manner that can easily be accessed
- 2) City to provide personnel for technical assistance for the publishing of public notices, filing documents, record keeping, public agency notifications, neighbor notifications, PC minutes, PC Resolutions, PC meeting set-up and take down and other duties as assigned. Having technical assistance is a critical consideration in the rates given to the City of Riverbank above.
- 3) JBA Staff will present all staff reports and technical documents to the City for the publishing of agendas and posting of such. City staff will be responsible for the mailing and posting of all materials on the City web-site as agreed.
- 4) City staff shall be responsible for all record keeping and file management. In this regard, all files for active projects shall be kept in the City offices for public record keeping.
- 5) JBA Planning will be given the opportunity to bid on future CEQA related matters associated with future public works projects. This may include permitting of infrastructure projects through various resource agencies. Proposals for services will be provided in advance at competitive rates.



EXHIBIT B
FEE RATE SCHEDULE for Public Clients

EFFECTIVE January 1, 2013

<u>PERSON</u>	<u>TITLE</u>	<u>RATE SCHEDULE</u>
John B. Anderson	President	\$140.00/Hour
Mark Niskanen	Senior Planner / Vice President	\$88.00/Hour
Tarise Adorador	Administrative Assistant	\$48.00/Hour

Note Terms of Payment: Client shall pay Consultant in full for all charges and expenses set forth on the Invoice within 10 days of the date of the Invoice. If Client fails to pay all amounts owed within 10 days of the date of the Invoice, Client shall pay a finance charge on the unpaid balance at the rate of 10% per annum. Rates are subject to change. Proper notice of rate changes will be forwarded in a timely manner.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date:	August 12, 2013
Subject:	Request for Direction on the Budget Advisory Committee Recommendations
From:	Jill Anderson, City Manager
Submitted by:	Marisela Hernandez, Director of Finance

RECOMMENDATION

It is recommended that the City Council provide direction regarding the Budget Advisory Committee recommendations.

SUMMARY

On June 24, 2013 the Budget Advisory Committee, represented by Chair Donna King, presented to the City Council their recommendations for the Fiscal Year 2013-2014. It is recommended that the City Council provide direction to staff regarding the proposed Budget Advisory Committee recommendations.

BACKGROUND

During the course of the budget preparation process the Budget Advisory Committee met on a monthly, and sometimes bi-monthly, basis in order to review all of the proposed budgets that were presented to the City Council for adoption at the June 26, 2013 meeting. One of the functions of the Budget Advisory Committee, as listed on the by-laws established by the City Council is that:

The Committee will discuss and make recommendations in an advisory role to the City Council on any projects, programs and policies related to the City's operating budget that the City Council deems appropriate, including, but not limited to, the Preliminary and Final Operating Budgets, Mid-Year Budgets, and Annual Audits.

At the June 24, 2013 Budget Workshop, Budget Advisory Committee Chair Donna King presented the Committee recommendations to the City Council.

BUDGET ADVISORY RECOMMENDATIONS

1. The City of Riverbank should review the potential of transitioning the bi-monthly utility billing to a monthly billing.

Committee Rationale: *By moving to a monthly billing there will be less opportunity for residents to become delinquent in their payment. A monthly billing will also provide a greater opportunity for seniors and low-income residents to more easily manage the payment.*

Analysis: The City recognizes the merits of this recommendation and agrees that by transitioning to a monthly billing the City will see decreases in delinquencies. Unfortunately, at this time the City is not at the staffing level necessary to read water meters on a monthly basis. Currently the Water Division staff dedicates three weeks of every other month to this function. Should the City decide to move forward, current staff would only have one week per month to perform other Water Division duties including water well maintenance, water meter maintenance, water line maintenance, valve exercising, and other state mandated regulations necessary to keep our water system in compliance. Currently the Development Services Department is preparing a Request for Proposal for alternative water meter reading systems that will allow the City to remotely capture meter readings and would facilitate the transition to a monthly billing. It is recommended that this recommendation be postponed to a future date.

2. A utility rate study should be performed on the Water and Sewer rates to ensure that revenues are sufficient to cover current operating expenditures and future capital needs.

Committee Rationale: *The City last conducted a rate study in 2006. A rate study would ensure that revenues are sufficient to cover current operating expenditures & future needs. Should a rate increase be considered, the City should incrementally raise rates.*

Analysis: At the adoption of the Final Operating Budget on June 26, 2013 it was noted that both the Water & Sewer Enterprise funds were projected to end the Fiscal Year 2013-14 with a structural deficit where current revenues were anticipated to be less than current expenditures.

The City last conducted a Sewer Rate Study in 2009 in which it was proposed that rates would increase by \$5.90 over a three year period. A final vote by the City Council failed to pass the proposed increase. Since 2009 no further rate studies have been performed. Increases in State Regulations as well as delayed maintenance and necessary capital improvement projects have been taxing on the limited funds available.

The City has not performed a Water Rate Study for over 20 years. In the past, rate adjustments were implemented as a means to provide additional

funding for debt service and to provide sufficient funding for operations. Similar to the Sewer Fund, there have been significant increases in state regulations that must be implemented.

3. The City should conduct an asset assessment of all city-owned property & equipment for potential sale of property and equipment that is not being utilized. Any sale should be via an open, advertised sale to the public. The City should endeavor to complete this task by the 3rd Quarter of the 2013-14 Fiscal Year.

Committee Rationale: *The City could benefit from the revenue received from the sale of surplus equipment/property. Advertising the sale of these items via the internet would alleviate the liability of the potential fraudulent sale of the assets.*

Analysis: The City currently has approximately 1,200 pieces of “equipment” that is being depreciated within our accounting system. Conducting an assessment would involve significant staff time and may not yield the amount of revenue believed, particularly for older equipment that may have little to no value.

4. The City Council and the Riverbank Historical Society should formulate a plan for the use of the Museum Annex by the end of the 2013 calendar year.

Committee Rationale: *A plan for the use of the Museum Annex should be devised to begin improving the appearance of the currently vacant building.*

Analysis: The building is in need of major renovations and the Riverbank Historical Society has expressed an interest in improving the building. The City Council can consider including this as an objective in the upcoming strategic planning session.

5. The City of Riverbank should investigate opting-out of the National Industrial Pension Fund for new employees hired. The City should also investigate eliminating this benefit for all current employees in the future.

Committee Rationale: *Opting-out would reduce overall employee costs to the City.*

Analysis: Currently, the City is required to participate in the National Industrial Pension Fund based on a 10 year contract signed in March 2011. If directed, the Human Resources Division may investigate the feasibility of not providing this benefit in the future for new and current employees.

Any determinations made regarding this Pension program would be subject to the Meet & Confer process with both labor groups.

6. The City should investigate transitioning to a Defined Contribution Retirement System that will be sustainable in the future.

Committee Rationale: *Transitioning to a defined contribution retirement system would reduce future employee expenditures and would allow the city to stand on a sound financial footing.*

Analysis: Currently the City of Riverbank participates in the CalPERS Retirement Program. This program is considered a “defined benefit” pension program which is a pension plan under which an employee receives a set monthly amount upon retirement, guaranteed for their life or the joint lives of the member and their spouse. This benefit may also include a cost-of-living increase each year during retirement. The monthly benefit amount is based upon the participant’s wages and length of service.

A “defined contribution” plan is a retirement savings program under which an employer promises certain contributions to a participant’s account during employment, but with no guaranteed retirement benefit. The ultimate benefit is based exclusively upon the contributions to, and investment earnings of the plan. The benefit ceases when the account balance is depleted, regardless of the retiree’s age or circumstances. Examples of such plans are 457, 401(k), and 403(b) plans.

The current contributions made to the CalPERS retirement system are based on a percentage of gross earnings. Moving towards a defined contribution program could potentially save the City funds in that the contribution made may be negotiated as a fixed dollar amount or a lower percentage of earnings. This item would also be subject to the Meet & Confer process with the labor groups. In addition, there are significant legal and financial issues associated with altering the arrangement with CalPERS or withdrawing from the system altogether. Based on the experience of other cities that have explored withdrawing from CalPERS, it is estimated that the associated costs would likely be in excess of \$10 million.

RECOMMENDATION

It is recommended that the City Council provide direction regarding the Budget Advisory Committee recommendations.

FINANCIAL IMPACT

There is no financial impact associated with this report. Should the City Council direct staff to investigate the recommendations further, the priority level of this work will need to be determined in the context of the City’s current projects and strategic goals.

ATTACHMENT

1. June 2013 Budget Advisory Committee Memorandum



**BUDGET ADVISORY COMMITTEE
MEMORANDUM**

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: RIVERBANK BUDGET ADVISORY COMMITTEE
SUBJECT: COMMITTEE RECOMMENDATIONS
DATE: JUNE 2013
CC:

Honorable Mayor and Members of the City Council,

The Budget Advisory Committee has been meeting on a monthly (and sometimes bi-monthly) basis with the goal of formulating recommendations for Council that should be taken into consideration and that may provide the City with solutions to closing current and future budget deficits.

Having reviewed all of the department budgets over the past several months, the Committee has now formulated recommendations that will allow the City to move towards a more balanced budget. The recommendations that are being presented to you hope to create a long-term impact on the City's budget, thereby allowing the City to balance its budget and not use reserves to cover expenses. This will allow the City to bring its expenditures down to be more in line with current revenues.

Recommendations

1. The City of Riverbank should review the potential of transitioning the bi-monthly utility billing to a monthly billing.

Rationale: By moving to a monthly billing there will be less opportunity for residents to become delinquent in their payment. A monthly billing will also provide a greater opportunity for seniors and low-income residents to more easily manage the payment.

2. A utility rate study should be performed on the Water and Sewer rates to ensure that revenues are sufficient to cover current operating expenditures and future capital needs.

Rationale: The City last conducted a rate study in 2006. A rate study would ensure that revenues are sufficient to cover current operating expenditures & future needs. Should a rate increase be considered, the City should incrementally raise rates.

3. The City should conduct an asset assessment of all city-owned property & equipment for potential sale of property and equipment that is not being utilized. Any sale should be via an open, advertised sale to the public. The City should endeavor to complete this task by the 3rd Quarter of the 2013-14 Fiscal Year.

Rationale: The City could benefit from the revenue received from the sale of surplus equipment/property. Advertising the sale of these items via the internet would alleviate the liability of the potential fraudulent sale of the assets.

4. The City Council and the Riverbank Historical Society should formulate a plan for the use of the Museum Annex by the end of the 2013 calendar year.

Rationale: A plan for the use of the Museum Annex should be devised to begin improving the appearance of the currently vacant building.

5. The City of Riverbank should investigate opting-out of the National Industrial Pension Fund for new employees hired. The City should also investigate eliminating this benefit for all current employees in the future.

Rationale: Opting-out would reduce overall employee costs to the City.

6. The City should investigate transitioning to a Defined Contribution Retirement System that will be sustainable in the future.

Rationale: Transitioning to a defined contribution retirement system would reduce future employee expenditures and would allow the city to stand on a sound financial footing.

With these recommendations, the Committee hopes to be able to provide the City Council with ideas that will help provide a more balanced budget and will help with the long-term financial stability of the City.

Sincerely,

The Budget Advisory Committee

Chair Donna King

Committee Member Suzanne Dean

Vice-Chair Dan Roman

Committee Member Joan Stewart

Committee Member Evelyn Halbert

Committee Member Erick Winchester

Committee Member Arlene Figueroa

RIVERBANK LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 6.2

SECTION 6: NEW BUSINESS

Meeting Date:	August 12, 2013
Subject:	Consider Local Redevelopment Authority Community Advisory Committee Recommendations
From:	Jill Anderson, City Manager
Submitted by:	Debbie Olson, LRA Executive Director

RECOMMENDATION:

It is recommended that the City of Riverbank Local Redevelopment Authority (“LRA”) Board of Directors (“Board”) consider the recommendations from representatives of the LRA Community Advisory Committee (“Committee”) and provide direction.

BACKGROUND

On June 11, 2012, the Board took action to form a Citizen Advisory Committee to assist the Board in supporting the City’s mission, goals and vision and the reuse of the former Riverbank Army Ammunition Plant. The following individuals applied and were appointed to the Committee:

Dennis Zinner
Roger Baker
Robert Guardiola
Michael Ijams

George Larson
Cary Pope
Larry King

Stu Gilman
Carla Strong
Darlene Barber-Martinez

The Committee began meeting the second Tuesday of the month at the LRA Office in November 2012. The November 6, 2012, election created a vacancy on the Committee when Darlene Barber-Martinez was elected to a vacant City Council seat. Ms. Barber-Martinez submitted her resignation but was designated by the City Council as a liaison to the Committee. Mr. Joe Heaney, who had an application on file, was selected to fill the vacancy left by Councilmember Barber-Martinez.

Over an eight-month period from November 2012 through June 2013, the Committee met at the LRA Office to review and discuss topics of relevance and concern to the smooth operation of the LRA and the Riverbank Industrial Complex. As a culmination to the meetings, the Committee prepared a list of recommendations to present to the LRA Board.

On July 8, 2013, at a regular LRA Board meeting, members of the Committee presented (7) seven recommendations for LRA Board member's consideration.

At this time, staff is bringing back several of these items for review, discussion and direction.

COMMITTEE RECOMMENDATIONS

The Committee's seven recommendations are briefly presented below in no particular order. An attachment to the staff report provides a bit more insight into each recommendation.

The CAC recommends that:

- 1.) The LRA Board direct staff to prepare for review and approve a set of organizational bylaws to better clarify purpose, governing structure, organizational rules, business activities and operations of the LRA;
- 2.) A regional perspective be included in strategic planning for cohesion with other Central Valley projects and to strengthen and reinforce alliances across the region;
- 3.) LRA staff be directed to re-release the request for qualifications ("RFQ") for a Master Developer;
- 4.) Formalize a small business incubator/accelerator at the Riverbank Industrial Complex;
- 5.) Create an exempt classification for LRA staff, wholly funded with LRA revenues apart from the General Fund or other City enterprise funds;
- 6.) Expand revenue generation opportunities to include short-term tenants with few employees (e.g., warehousing, self-storage, server farms, etc.); and,
- 7.) Use LRA resources to develop a simple but distinct logo for the Riverbank Industrial Complex.

While all of these recommendations are important, some of them need to proceed before others (such as number 3 before number 1) and some of them require a good deal of work to accomplish.

To begin the process of implementing some of these recommendations, it is recommended that the Board provide the following direction:

1. **Re-release the request for qualifications (RFQ) for a Master Developer.**
Re-release of the RFQ will allow this month-long process to begin so that it can be completed prior to transfer of the property.
2. **Begin work on a process to formalize a small business incubator/accelerator including standards to be followed in approving such a business.** This needs to be done to provide consistency in accepting/encouraging such businesses.
3. **Begin work on a simple but distinct logo for the Industrial Park.**
Although marketing is not active for the site because of the presence of equipment and the near-term need to remove siding from the buildings, a logo

- will be needed in the near future when these restrictions are no longer present.
4. **Propose rules for allowing short-term, revenue generating tenants that don't provide jobs to bridge the need for revenue until the restrictions mentioned in number 3 above are removed.** Without the ability to install long-term manufacturing uses that can continue to run when the siding and roofs are removed from the buildings, revenue options are limited. However, warehousing, as an example, could use the space and provide additional revenues until more job-creating uses can be attracted.
 5. **Include a regional perspective in strategic planning process.** The LRA anticipates a Strategic Planning Process in the 2013/14 fiscal year. During that process, this recommendation should be included in the discussion.

The remaining recommendations can be brought back at a future date for fuller discussion and direction as required.

FISCAL IMPACT

There is no direct impact to the General Fund. LRA staff time and resources will be necessary if the Board approves implementation of some or all recommendations. However, the 5 recommended first steps above, can be handled in the coming fiscal year.

ATTACHMENTS

A list of the recommendations prepared and presented to the LRA Board by members of the Community Advisory Committee is attached to this report for your reference.

LOCAL REDEVELOPMENT AUTHORITY

Community Advisory Committee Recommendations

Presented by Michael Ijams:

- 1.) The CAC recommends that the LRA Board of Directors direct staff to investigate and undertake the preparation of a set of bylaws for consideration and approval. These bylaws would:
 - a. Define and describe the purpose of the organization and the roles and responsibility of key positions in the organizations
 - b. Clarify the governing structure, organizational rules and intergovernmental relationships
 - c. Support mission, vision and values of the community and governing board
 - d. Maintain consistency in the running of the organization and help to avoid conflict
 - e. Promote transparency in business activities and operations of the organization
 - f. Provide educational background to LRA and City staff, the public and to incoming City Council/LRA Board Members
 - g. Facilitate greater input from interested parties and community stakeholders and leaders

The bylaws would also add to the legitimacy of the agency and provide an increased level of credibility to granting organizations.

- 2.) The CAC recommends that the LRA work closely and cooperatively with representatives of a variety of regional projects and other local agencies in order to maximize the potential for regional impact to the economic development activities at the Riverbank Industrial Complex. Organizations with regional impact such as the North County Corridor Project, StanCOG, the local Chambers of Commerce, the Stanislaus Economic Development and Workforce Alliance should be specifically targeted for collaborative engagement.

The LRA Board of Directors and staff should enhance strategic communications and interaction with these organizations in an effort to achieve a high level of coordination that would be mutually beneficial and provide a multiplier effect for the cumulative impact of all planning and business development activities in the region.

- 3.) The CAC recommends investigating all reasonable alternatives for successful development of the Riverbank Industrial Complex. Specifically, CAC recommends initiating a new Request for Qualifications (RFQ) for a Master Developer Services Agreement.

The LRA Board can determine from the responses to an RFQ if there are qualified management organizations willing to enter into an agreement and provide experienced management and expedite capital improvements to enhance and promote economic development growth at a faster pace.

LOCAL REDEVELOPMENT AUTHORITY

Community Advisory Committee Recommendations

Presented by Carla Strong:

- 1.) The CAC recommends that the LRA develop a policy that provides a balanced approach to supporting businesses in various stages of development. The Committee recommends the LRA continue to market and outreach space to traditional manufacturing and service companies but consider setting aside space and advancing specific incentives for small growing businesses and startups. In essence, formalizing a business incubator/accelerator.

A space allocation with specific criteria for inclusion in a Riverbank Industrial Complex incubator/accelerator could be developed for a percentage of businesses involved in this program. Incentives may be developed and geared specifically for supporting this select group of tenants. Those might include (among other kinds of support):

- a. Small business training, such as writing a business plan, developing a marketing plan, applying for funding
 - b. Reduced utility costs
 - c. Access to technical, financial and personnel support
 - d. Use of existing office equipment to defray startup costs (i.e., office furniture, high speed copier, plotter, Wi-Fi, software, etc.)
 - e. Partnerships with business mentors
- 2.) CAC recommends the City create an exempt classification for LRA staff funded wholly with LRA revenues. This would allow the LRA to:
 - a. Retain fiscal control of all grant funds, with BoD oversight
 - b. Acknowledge the quasi-independent nature of the LRA from City departments and General Fund expenditures
 - c. Ensures that the LRA is able to exercise all rights and responsibilities required by contractual agreements and federal mandate
 - d. Hire additional staff and continue conveyance and reuse work unimpeded by fiscal constraints of the City's budget

While reductions in City staff, salaries and work hours may be necessary to avoid a financial crisis in the City's General Fund, the LRA is fully supported by funds derived from outside sources. Funds reduced from the LRA-funded budget do not accrue as savings for the City, and in truth, serve to impede the agency's ability to fully execute the LRA Board's policy direction and fulfill Agency responsibilities. Additionally, a better alignment with job descriptions and LRA responsibilities for key personnel is recommended to aid it job posting and succession planning.

Significant grant funds have gone unexpended, positions unfilled and progress on the project stalled due to combining LRA staff with City personnel. Failure to expend grant funds allocated for LRA purposes must be de-obligated and returned. Granting agencies do not view this positively, in part because the grant funds do not return to the granting agency. Over the past five years, the LRA estimates they were required to de-obligate just under \$500,000, with over \$300,000 attributable to hiring freezes, furloughs and salary reductions. This leads to

lower grant awards in the following rounds and lack of confidence in the project by grant staff, inability to complete contractual obligations and a loss of project momentum.

LOCAL REDEVELOPMENT AUTHORITY

Community Advisory Committee Recommendations

Presented by Robert Guardiola:

- 1.) The CAC recommends that the LRA develop plans for promoting the use of existing buildings and exterior space at the Riverbank Industrial Complex for short-to-medium term tenants that may not advance long-term job creation.

Businesses that need warehouse space, parking or temporary storage may not generate the employment numbers or training advantages that a manufacturing business might offer. However, enhanced revenue generation from these businesses could be used to invest in upgrades or renovate other spaces on the site that would be highly attractive to job-intensive manufacturing businesses.

- 2.) The CAC recommends that the LRA Board of Directors allocate funding in the LRA budget to contract with a qualified media or public relations firm to develop a simple, but distinct logo and branding strategy for the Riverbank Industrial Complex. The objective is to differentiate the facility from the former Riverbank Army Ammunition Plant and issues surrounding military uses and abuses.

Once developed, all future stationary, print matter, signage and messaging could be used to reinforce the branding development and expansion efforts.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 10.1

SECTION 10: INFORMATIONAL ITEM

Meeting Date:	August 12, 2013
Subject/ Title:	Warrant Registers for 07/17/13, 07/18/13, 07/25/13, 08/01/13 and Credit Card Statements for 06/24/13
From:	Jill Anderson, City Manager
Submitted by:	Marisela Hernandez, Director of Finance/City Treasurer

RECOMMENDATION:

It is recommended that the City Council review as an informational item the warrant registers for 07/17/13, 07/18/13, 07/25/13, 08/01/13, and Credit Card Statements for 06/24/13.

SUMMARY:

The warrant register presented to the City Council is a listing of all expenditures paid. Major expenditures presented on the warrant registers include the following:

07/17/2013 Warrant

Check No.	Vendor & Description	Funding Source	Amount
40345	Costanzo & Associates: Skate Park Litigation	Risk Management Fund 138	\$1,368.69
40352	JB Anderson: Contract Planning Services	General Fund 101	\$637.50
40353	Liebert, Cassidy, Whitmore: Personnel Legal Services	General Fund 101	\$1,575.00

07/18/2013 Warrant

Check No.	Vendor & Description	Funding Source	Amount
40375	Lener Rodriguez: Wednesday Night Out Entertainment	Donations	\$125.00
40380	Technical Difference, Inc.: Annual	General Fund	\$1,221.04

	Maintenance for Personnel Software	101	
40382	US Bank: Debt Service for DLA Series A & Series B August Bond Payment	DLA Tax Revenues	\$203,979.79

07/25/2013

Check No.	Vendor & Description	Funding Source	Amount
40385	US Bank: Debt Service for 2005 Wastewater Treatment Plant Bonds	Sewer Debt Service Fund 107	\$297,762.50
40391	CPRS: Membership Fees for Parks & Rec Association (2 employees)	Recreation Fund 134	\$355.00
40413	Stanislaus County: August ED Bank Loan Payment for Downtown Beautification Project	General Fund 101	\$53,650.00

08/01/2013

Check No.	Vendor & Description	Funding Source	Amount
40423	Alliance: Annual Contribution for Alliance Services	General Fund 101	\$3,171.00
40445	Riverbank Senior Associates: HOME Loan for the Riverbank Senior Apartments	HOME Grant Fund 213	\$123,753.00

FINANCIAL IMPACT:

Reductions in various funds for payment of expenses.

ATTACHMENTS: (List attachments in order of placement)

1. Warrant Registers: 07/17/13, 07/18/13, 07/25/13, and 08/01/13
2. Credit Card Statements: 06/24/13

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<u>CHECK #</u>	<u>GL NUMBER</u>	<u>VENDOR #</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	Time:	<u>AMOUNT</u>
40342	106-424.000-706.026	99450	ARROWHEAD	BOTTLED WATER		34.18
40342	101-412.000-706.026	99450	ARROWHEAD	BOTTLED WATER		8.60
						42.78
40343	101-000.000-200.210	103726	CALIFORNIA BUILDING STAN	BUILDING STANDARDS REPO		145.80
						145.80
40344	106-423.000-704.022	01064	COMTEL	INSTALLATION FEE		95.00
						95.00
40345	138-461.000-706.034	1000082	COSTANZO & ASSOCIATES	LEGAL SERVICES		1,368.69
						1,368.69
40346	106-424.000-706.029	02002	DENAIR LUMBER COMPANY,	BUILDING MAINTENANCE		63.84
						63.84
40347	101-000.000-200.220	40043	DEPARTMENT OF CONSERV	STRONG MOTION FEE		552.23
						552.23
40348	101-408.000-706.014	22045	DEPARTMENT OF JUSTICE	FINGERPRINT APPS		96.00
						96.00
40349	106-424.000-706.029	100164	GRAINGER	BUILDING MAINTENANCE		32.10
40349	106-424.000-706.029	100164	GRAINGER	BUILDING MAINTENANCE		88.58
40349	106-424.000-706.029	100164	GRAINGER	BUILDING MAINTENANCE		46.57
40349	106-424.000-706.029	100164	GRAINGER	BUILDING MAINTENANCE		77.92
40349	106-424.000-706.029	100164	GRAINGER	BUILDING MAINTENANCE		19.77
						264.94
40350	114-433.000-702.030	17950	GROENIGER #1423	EQUIPMENT MAINTENANCE		1,221.14
						1,221.14
40351	177-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		64.02
						64.02
40352	101-405.000-702.032	105281	J.B. ANDERSON	PLANNING SERVICES		637.50
						637.50
40353	101-404.000-702.033	99440	LIEBERT CASSIDY WHITMOR	LEGAL SERVICES		1,575.00
						1,575.00

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40354	220-590.000-704.021	32627	MID	UTILITIES		65.92
40354	106-424.000-704.021	32627	MID	UTILITIES		23,393.76
40354	173-590.000-704.021	32627	MID	UTILITIES		44.66
40354	220-590.000-704.021	32627	MID	UTILITIES		101.34
40354	220-590.000-704.021	32627	MID	UTILITIES		2.14
						23,607.82
40355	114-433.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		15,953.60
40355	175-590.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		156.36
40355	101-414.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		1,427.12
40355	101-409.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		3,094.25
40355	106-423.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		2,553.71
40355	106-424.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		28.50
40355	102-418.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		6,510.91
40355	101-407.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		1,844.03
40355	118-441.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		2,876.41
40355	118-441.000-704.021	39021	PACIFIC GAS & ELECTRIC	UTILITIES		420.95
						34,865.84
40356	118-441.000-703.066	46820	SAFE T LITE	JMP EXPENSE		153.11
						153.11
40357	106-424.000-703.049	104536	SALIDA AG CHEM INC.	CHEMICALS		1,323.79
						1,323.79
40358	112-000.000-200.200	80007	STANISLAUS CO. AUDITORS O	COUNTY IMPACT FEES		57,412.54
						57,412.54
40359	114-433.000-702.031	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		44.39
40359	119-442.000-704.022	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		45.00
40359	118-441.000-703.066	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		53.80
40359	118-441.000-706.026	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		157.57
40359	196-496.000-707.003	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		7.99
40359	101-403.000-706.037	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		150.00
40359	213-597.042-702.053	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		541.11
40359	101-412.000-706.036	103158	U.S. BANK CORPORATE PAYME	CREDIT CARD CHARGES		137.00

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40361	101-414.000-706.029	100877	CENTRAL SANITARY SUPPL	BUILDING MAINTENANCE		28.74
						28.74
40362	101-407.000-702.032	102990	CHARTER COMMUNICATION	COMMUNICATIONS - TEEN		79.99
40362	101-409.000-702.034	102990	CHARTER COMMUNICATION	COMMUNICATIONS - POLICE		6.14
40362	101-402.000-703.025	102990	CHARTER COMMUNICATION	COMMUNICATIONS		49.33
40362	101-408.000-706.026	102990	CHARTER COMMUNICATION	COMMUNICATIONS		49.33
40362	101-403.000-702.032	102990	CHARTER COMMUNICATION	COMMUNICATIONS		49.33
						234.12
40363	119-442.000-706.028	103284	FASTENAL COMPANY	SMALL TOOLS		101.22
						101.22
40364	213-597.041-702.053	13300	FEDEX	POSTAGE		23.70
						23.70
40365	154-000.000-160.016	70039	FIRST AMERICAN TITLE COMP	OVER PAYMENT CITY LOAN P		70.00
						70.00
40366	119-442.000-705.040	103365	FLORY INDUSTRIES, INC.	VEHICLE MAINTENANCE		17.28
						17.28
40367	114-000.000-200.170	105229	G.HEDGECK, INC.	OVERPAYMENT REFUND		37.92
						37.92
40368	114-000.000-200.171	105286	GUTIERREZ/JOSE MIGUEL//	DEPOSIT REFUND		48.20
						48.20
40369	114-000.000-200.171	105287	HIGLEY/STEPHEN TODD//	DEPOSIT REFUND		20.48
						20.48
40370	101-408.000-706.014	88047	JOBS AVAILABLE INC.	RENEWAL		45.00
						45.00
40371	114-000.000-200.171	105288	MCCARTHY/KELLEY//	DEPOSIT REFUND		0.83
						0.83
40372	114-000.000-200.171	105289	MCNAMEE/ALAN//	DEPOSIT REFUND		27.15
						27.15
40373	118-441.000-702.032	45073	PETTY CASH	RECREATION		13.22

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40373	134-459.000-703.027	45073	PETTY CASH	RECREATION		57.04
40373	101-414.000-703.050	45073	PETTY CASH	RECREATION		70.56
						140.82
40374	114-000.000-200.171	105290	PHOENIX EQUITY PARTNERS	DEPOSIT REFUND		4.61
						4.61
40375	118-441.000-706.026	105291	RODRIGUEZ/LENER//	ENTERTAINMENT		125.00
						125.00
40376	201-000.000-200.080	105083	SEECCHANGE HEALTH INSUR	HEALTH INSURANCE - AUG 2		30,215.00
						30,215.00
40377	118-441.000-706.079	105189	SOARES/RALPH//	LAUNDRY & CELL PHONE ST		70.00
						70.00
40378	201-000.000-200.082	1000039	STANISLAUS FOUNDATION	DENTAL LIABILITY		608.70
						608.70
40379	118-441.000-706.026	103910	SWANK MOTION PICTURES, I	MOVIE RENTAL		371.00
						371.00
40380	101-408.000-702.030	10000180	TECHNICAL DIFFERENCE, IN	ANNUAL SUPPORT RENEWA		1,221.04
						1,221.04
40381	106-424.000-706.027	99604	TIGERT/JAMES//	BOOT ALLOWANCE		150.00
						150.00
40382	227-000.000-010.008	10151	U.S. BANK	DLA DEBT SERVICE		40,795.96
40382	226-000.000-010.008	10151	U.S. BANK	DLA DEBT SERVICE		163,183.83
						203,979.79
40383	114-000.000-200.171	105292	YEPEZ SIERRA/JOSE EDUARDO	DEPOSIT REFUND		1.66
						1.66
				CHECK RUN TOTAL		237,542.26

CHECK #	GL NUMBER	VENDOR #	VENDOR NAME	DESCRIPTION	Time:	AMOUNT
40385	107-000.000-010.008	10151	U.S. BANK	REFUND REVENUE BONDS		297,762.50
						297,762.50
40386	102-418.000-706.036	102888	APWA	MEMBERSHIP RENEWAL		42.25
40386	106-423.000-706.036	102888	APWA	MEMBERSHIP RENEWAL		42.25
40386	106-424.000-706.036	102888	APWA	MEMBERSHIP RENEWAL		42.25
40386	114-433.000-706.036	102888	APWA	MEMBERSHIP RENEWAL		42.25
						169.00
40387	101-407.000-702.032	103079	BAY ALARM COMPANY	ALARM SERVICES		785.35
						785.35
40388	114-433.000-702.030	100853	BORGES & MAHONEY CO.	EQUIPMENT MAINTENANCE		289.75
						289.75
40389	114-000.000-200.150	105293	BREMSETH/KAREN NADEAN	DEPOSIT REFUND		60.00
						60.00
40390	101-412.000-704.021	102990	CHARTER COMMUNICATION	COMMUNICATIONS - PW		13.68
						13.68
40391	134-459.000-706.037	101118	CPRS	MEMBERSHIP DUES		170.00
40391	134-459.000-706.037	101118	CPRS	MEMBERSHIP DUES		185.00
						355.00
40392	101-405.000-701.005	103782	DEGELE/JOHN//	PLANNING COMMISSION		100.00
						100.00
40393	106-424.000-706.036	30047	DEPT. OF PUBLIC HEALTH	CERTIFICATION RENEWAL		60.00
						60.00
40394	119-442.000-705.041	100750	DONLEE PUMP COMPANY	VEHICLE FUEL		150.00
						150.00
40395	119-442.000-705.041	104435	E.R. VINE & SONS, INC.	VEHICLE FUEL		3,920.83
						3,920.83
40396	102-418.000-706.050	103284	FASTENAL COMPANY	SAFETY EQUIPMENT		3.90
40396	114-433.000-706.029	103284	FASTENAL COMPANY	BUILDING MAINTENANCE		692.43
						696.33

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40410	114-000.000-200.171	105296	SHENC/GARY ALBERT//	DEPOSIT REFUND		4.90
						<u>4.90</u>
40411	114-433.000-702.030	95164	SHORE CHEMICAL COMPAN	EQUIPMENT MAINTENANCE		776.85
						<u>776.85</u>
40412	119-442.000-705.040	95086	SIGNS BY RANDY	VEHICLE MAINTENANCE		356.81
						<u>356.81</u>
40413	101-000.000-200.195	99170	STANISLAUS COUNTY	REPAYMENT: BEAUTIFICAT		50,000.00
40413	101-439.000-702.032	99170	STANISLAUS COUNTY	REPAYMENT: BEAUTIFICAT		3,650.00
						<u>53,650.00</u>
40414	201-000.000-200.082	1000039	STANISLAUS FOUNDATION	DENTAL LIABILITY		559.50
						<u>559.50</u>
40415	101-405.000-701.005	99163	STEWART/JOAN//	PLANNING COMMISSION		100.00
						<u>100.00</u>
40416	101-414.000-703.049	95028	SUNRISE ENVIRONMENTAL	CHEMICALS		155.12
						<u>155.12</u>
40417	114-433.000-706.073	81009	T'S & TOPS	EMBROIDERY		306.73
						<u>306.73</u>
40418	101-405.000-701.005	103783	VILLAPUDUA/CARLOS//	PLANNING COMMISSION		100.00
						<u>100.00</u>
40419	201-000.000-200.084	56390	VISION SERVICE PLAN	VISION PREMIUM		793.44
						<u>793.44</u>
				CHECK RUN TOTAL		<u>364,432.43</u>

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40421	151-477.000-707.101	88025	A & A PORTABLES INC.	TEMPORARY FENCING		307.00
						307.00
40422	101-414.000-702.030	105298	AIR KOOL	EQUIPMENT MAINTENANCE		263.25
						263.25
40423	101-405.000-702.034	100353	ALLIANCE	ANNUAL INVESTMENT		3,171.00
						3,171.00
40424	114-000.000-200.171	105300	AMERICAN BUILDING CONC	DEPOSIT REFUND		6.13
						6.13
40425	114-000.000-200.171	105299	CALDERON/MIGUEL//	DEPOSIT REFUND		2.65
						2.65
40426	114-433.000-706.038	100572	CDPH-OCP	EDUCATION & TRAINING		50.00
						50.00
40427	118-441.000-703.066	100877	CENTRAL SANITARY SUPPL	JANITORIAL SUPPLIES - JMP		416.90
						416.90
40428	118-441.000-703.066	102446	CNH CAPITAL	JMP EXPENSE		47.36
40428	119-442.000-705.040	102446	CNH CAPITAL	VEHICLE MAINTENANCE		66.30
						113.66
40429	119-442.000-705.041	104158	COMMERCIAL ENERGY	VEHICLE FUEL - JULY		1,208.21
						1,208.21
40430	101-401.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-402.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-403.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-405.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-406.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-408.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	101-412.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.03
40430	134-459.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.04
40430	197-439.000-702.053	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		14.04
40430	101-401.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42
40430	101-402.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42

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<u>CHECK #</u>	<u>GL NUMBER</u>	<u>VENDOR #</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	Time:	<u>AMOUNT</u>
40430	101-403.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42
40430	101-405.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42
40430	101-406.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42
40430	101-408.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.42
40430	101-412.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.43
40430	134-459.000-702.031	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.43
40430	197-439.000-702.053	95220	DE LAGE LANDEN FINANCIA	PROPERTY TAX		8.43
						202.10
40431	118-000.000-672.005	105301	DOMINO/LISA//	DEPOSIT REFUND		100.00
						100.00
40432	118-441.000-703.030	103664	ENOS/DIANA//	AQUATIC ZUMBA INSTRUCT		604.52
						604.52
40433	101-000.000-600.090	13300	FEDEX	POSTAGE		24.41
						24.41
40434	114-000.000-200.171	105229	G.HEDGECOCK, INC.	DEPOSIT REFUND		39.28
						39.28
40435	102-418.000-702.036	17801	GILTON SOLID WASTE MGMT	STREET SWEEPING - JULY 20		7,098.71
40435	101-000.000-200.160	17801	GILTON SOLID WASTE MGMT	REFUSE SERVICE		204,729.27
						211,827.98
40436	101-408.000-703.025	95266	GOLDEN VALLEY AWARDS	NAME PLATES		61.09
						61.09
40437	220-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		315.03
40437	220-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		130.92
40437	175-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		2,650.00
40437	173-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		1,025.00
40437	177-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		200.00
40437	178-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		50.00
40437	173-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		50.00
40437	101-413.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		625.00
40437	220-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		11,083.00

VENDOR APPROVAL SUMMARY REPORT

Date: 8/1/2013

2:38:45PM

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<u>CHECK #</u>	<u>GL NUMBER</u>	<u>VENDOR #</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	Time:	<u>AMOUNT</u>
40437	172-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		425.00
40437	171-590.000-706.029	99588	GROVER LANDSCAPE SERV	LANDSCAPE MAINTENANCE		300.00
						16,853.95
40438	118-441.000-706.035	104013	HUB INTERNATIONAL INSUR	RENTAL INSURANCE		107.40
						107.40
40439	101-414.000-706.029	90073	KELLY MOORE PAINTS CO. I	BUILDING MAINTENANCE		548.67
						548.67
40440	118-000.000-672.005	105031	LINDZY/MARY//	DEPOSIT REFUND		100.00
						100.00
40441	173-590.000-704.021	32627	MID	UTILITIES		31.90
						31.90
40442	118-000.000-200.150	102508	MOORE/WILLIAM//	DEPOSIT REFUND		200.00
						200.00
40443	101-403.000-702.032	103000	MUNISERVICES, LLC	SALES TAX REPORTING SYS		500.00
						500.00
40444	101-407.000-702.032	88042	NORQUIST	HEATING & AIR MAINTENANC		70.00
40444	101-407.000-702.032	88042	NORQUIST	HEATING & AIR MAINTENANC		75.00
40444	101-407.000-702.032	88042	NORQUIST	HEATING & AIR MAINTENANC		19.27
						164.27
40445	213-597.042-702.059	105226	RIVERBANK SENIOR ASSOCI	PROJECT DRAWDOWN #2		123,753.00
						123,753.00
40446	118-441.000-706.026	104594	SHIRTWORLD	SCIENCE CAMP T-SHIRTS		280.78
						280.78
40447	101-405.000-706.037	100913	SMALLEN/JANET//	TRAVEL ALLOWANCE		35.02
						35.02
40448	101-000.000-600.090	05019	STANISLAUS CO. CLERK REC	LIEN RELEASE		15.00
						15.00
40449	101-409.000-702.060	102745	STANISLAUS CO. SHERIFF'S D	LAW ENFORCEMENT - JULY 2		293,423.83
						293,423.83

VENDOR APPROVAL SUMMARY REPORT

Date: 8/1/2013

2:38:45PM

Page: 4

<u>CHECK #</u>	<u>GL NUMBER</u>	<u>VENDOR #</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	Time:	<u>AMOUNT</u>
40450	201-000.000-200.082	1000039	STANISLAUS FOUNDATION	DENTAL LIABILITY		3,185.50
						3,185.50
40451	101-414.000-703.049	95028	SUNRISE ENVIRONMENTAL	CHEMICALS		103.62
40451	114-433.000-702.030	95028	SUNRISE ENVIRONMENTAL	CHEMICALS		79.22
						182.84
40452	118-441.000-706.026	103910	SWANK MOTION PICTURES, I	MOVIE RENTAL		271.00
						271.00
40453	201-000.000-200.086	104161	THE LINCOLN NATIONAL LI	LIFE INSURANCE		427.45
						427.45
40454	118-441.000-703.030	103393	TORRES/DAISY E.//	BALLET FOLKLORICO		518.00
						518.00
40455	101-413.000-702.032	101173	UNDERGROUND SERVICE AL	MEMBERSHIP RENEWAL		360.60
						360.60
40456	114-433.000-706.026	102989	USA MOBILITY WIRELESS, I	STAND BY PAGER		0.53
						0.53
40457	220-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		599.38
40457	177-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		240.69
40457	178-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		186.89
40457	175-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		283.67
40457	179-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		224.83
40457	171-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		184.94
40457	172-590.000-702.032	33010	WILLDAN FINANCIAL SERVI	LANDSCAPE & LIGHTING		175.22
						1,895.62
CHECK RUN TOTAL						661,253.54



P.O. BOX 6343
FARGO ND 58125-6343



000002827 1 MB 0.405 106481175372653 P

CITY OF RIVERBANK
ILDA SALDANA
CITY OF RIVERBANK
6707 THIRD ST
RIVERBANK CA 95367-2305

ACCOUNT NUMBER

STATEMENT DATE

06-24-2013

AMOUNT DUE

\$4,658.76

NEW BALANCE

\$4,658.76

PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED

\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEM
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
CITY OF RIVERBANK 0054	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance	
Company Total	\$5,262.11	\$2,932.22	\$0.00	\$0.00	\$0.00	\$113.31	\$3,422.26	\$4,658.76	

MARKETING MESSAGES

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

CORPORATE ACCOUNT ACTIVITY				
CITY OF RIVERBANK -0054			TOTAL CORPORATE ACTIVITY \$3,422.26 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-17	06-17	74798263168000000000383	PAYMENT - THANK YOU 00000 C	3,422.26 PY

NEW ACTIVITY				
JEFFREY D. HIGHTOWER -0555	CREDITS	\$0.00	PURCHASES	\$89.39
			CASH ADV	\$0.00
			TOTAL ACTIVITY	\$89.39

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER -0054		ACCOUNT SUMMARY	
	STATEMENT DATE 06/24/13	DISPUTED AMOUNT .00	PREVIOUS BALANCE PURCHASES & OTHER CHARGES	5,262.11 2,932.22
SEND BILLING INQUIRIES TO: U.S. Bank National Association ND C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 4,658.76		CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	113.31
			PAYMENTS	3,422.26
			ACCOUNT BALANCE	4,658.76



Company Name: CITY OF RIVERBANK
Corporate Account Number: 0054
Statement Date: 06-24-2013

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-28	05-27	24692163147000910154049	CLEAR 888-253-2794 WA	44.39	
05-29	05-28	24692163148000280271828	CLEAR 888-253-2794 WA	45.00	
SUE FITZPATRICK			CREDITS	PURCHASES	CASH ADV
-4280			\$0.00	\$219.36	\$0.00
					TOTAL ACTIVITY
					\$219.36
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-10	06-06	24088023158158233781205	ESIGNS 800-4945850 MI	53.80	
06-13	06-12	24164073163929080017504	SMARTNFINAL40211104023 MODESTO CA	73.33	
06-13	06-12	24164073163929080017512	SMARTNFINAL40211104023 MODESTO CA	62.28	
06-14	06-12	24427333164710024966687	SAVE MART #105 RIVE RIVERBANK CA	21.96	
06-24	06-21	24692163172000830363215	NETFLIX.COM NETFLIX.COM CA	7.99	
MARISELA HERNANDEZ			CREDITS	PURCHASES	CASH ADV
-4298			\$0.00	\$828.11	\$0.00
					TOTAL ACTIVITY
					\$828.11
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-29	05-28	24301373148118000166066	CALIFORNIA SOCIETY OF MUN 916-2312137 CA	150.00	
06-03	05-31	24399003151503099414651	BESTBUY.COM 00009944 888-2378289 MN	541.11	
06-10	06-07	24412953158014000046105	AMERICAN PUBLIC WORKS DAN.PAVLICH@C MO	137.00	
TRACIE J ANDERSON			CREDITS	PURCHASES	CASH ADV
-6343			\$0.00	\$27.93	\$0.00
					TOTAL ACTIVITY
					\$27.93
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-05	06-04	24427333155720004613556	O'BRIENS SUPERMARKE RIVERBANK CA	27.93	
ANNABELLE AGUILAR			CREDITS	PURCHASES	CASH ADV
8580			\$113.31	\$934.25	\$0.00
					TOTAL ACTIVITY
					\$820.94
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-23	05-20	24789303142142273580500	CITY OF MODESTO NINTH ST MODESTO CA	1.00	
05-24	05-22	24164073143868083350006	DOLRTREE 2840 00028407 RIVERBANK CA	27.98	
05-24	05-21	24789303143143283030204	CITY OF MODESTO NINTH ST MODESTO CA	2.00	
05-27	05-24	24001753145207618800130	THE MODESTO BEE 209-578-2216 CA	790.00	
05-31	05-30	24164073150091008271575	TARGET 00020966 RIVERBANK CA	14.31	
05-31	05-29	24610433150010178034684	THE HOME DEPOT #1842 RIVERBANK CA	9.66	
06-03	05-31	74164073152105001248266	STAPLES 00114017 RIVERBANK CA	8.91 CR	
06-03	05-30	24164073151105115913009	STAPLES 00114017 RIVERBANK CA	17.82	
06-03	06-01	24164073153868017000005	DOLRTREE 2840 00028407 RIVERBANK CA	4.31	
06-04	06-03	24427333154720004698459	O'BRIENS SUPERMARKE RIVERBANK CA	18.91	
06-04	06-03	24427333154720004698467	O'BRIENS SUPERMARKE RIVERBANK CA	6.00	
06-05	06-03	24427333155710023480616	SAVE MART #105 RIVE RIVERBANK CA	34.08	
06-05	06-03	24427333155710023480665	SAVE MART #105 RIVE RIVERBANK CA	6.18	



Company Name: CITY OF RIVERBANK	
Corporate Account Number:	0054
Statement Date: 06-24-2013	

NEW ACTIVITY					
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-10	06-05	24789303158158294073706	CITY OF MODESTO NINTH ST MODESTO CA	2.00	
06-20	06-18	74610433170010184049503	THE HOME DEPOT 6601 MODESTO CA	104.40 CR	
MICHAEL RIDDELL			CREDITS	PURCHASES	CASH ADV
100-9639			\$0.00	\$680.18	\$0.00
			TOTAL ACTIVITY		\$680.18
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-12	06-10	24254773162472667659031	UNEEIT.COM 877-2642641 AZ	319.33	
06-13	06-12	24492153163849842080231	FIRSTAIDCPR 760-944-1048 CA	258.01	
06-24	06-22	24164073174105978353973	STAPLS7101968373000002 877-8267755 NJ	102.84	
DEBORAH OLSON			CREDITS	PURCHASES	CASH ADV
5712			\$0.00	\$153.00	\$0.00
			TOTAL ACTIVITY		\$153.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
06-13	06-11	24223693163980009831875	EL ROSAL #9 RIVERBANK CA	127.00	
06-24	06-21	24323003172602226581907	PAPERLESS POST 212-242-1234 NY	26.00	

Department: 00000 Total: \$2,818.91
Division: 00000 Total: \$2,818.91



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF RIVERBANK

ACCOUNT NUMBER 0555
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 89.39

000012232 1 AT 0.384 106481175467674 P

JEFFREY D HIGHTOWER
CITY OF RIVERBANK
6707 THIRD STREET
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

for JD Hightower
Cardholder Date Approver Date

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
05-28	05-27	CLEAR 888-253-2794 WA PUR ID: evsrtae 00341030 TAX: 0.00	24692163147000910154049	4816	44.39
05-29	05-28	CLEAR 888-253-2794 WA PUR ID: 8p3i0yy 01250481 TAX: 0.00	24692163148000280271828	4816	45.00

- ① 114-433.000-702.031 (WATER/E. TACKETT)
② 119-442.000-704.022 (MOTOR POOL/C. MYER)

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER -0555		ACCOUNT SUMMARY
	STATEMENT DATE 06-24-13	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES \$89.39
			CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$.00
		TOTAL ACTIVITY	\$89.39



How to reach us...
Online Live Chat 24x7 www.clearwire.com
Or call 888.253.2794

Invoice Date: 06/27/2013
Invoice Number: 4-130626-381
Customer ID: 341030
Amount Due: \$44.39
Due Date: 06/27/2013
Amount Enclosed:

Water system Eric Tackett
city of riverbank city of riverbank
6707 3RD ST
RIVERBANK, CA 95367-2396

Clearwire
Clear: Dept CH 14365
Palatine, IL 60055-4365

114-433.000-702.031 (WATER / ERIC)



Previous Balance	\$44.39
Payments, Thank You	\$-44.39
Adjustments	\$0.00
Finance Charges	\$0.00
Current Charges	\$43.98
Amount Due	\$44.39

Invoice Date	Inv. Number	Customer ID	Amount Due	Due Date	Page
06/27/2013	4-130626-381	341030	\$44.39	06/27/2013	1 of 2

Summary Of Current Charges

Charge Description	Amount
WiMAX Wireless Access	\$43.98
Other Charges	\$0.00
Other Fees and Non-Government-Mandated Surcharges	\$0.00
Taxes and Government-Mandated Surcharges	\$0.41

Invoice Detail

Payments

Description	Amount
05/27/2013 Credit/Debit Card Payment 42*****0555	\$44.39
Total Payments	\$44.39

Service Charges For Account #345871

WiMAX Wireless Access

Service	Amount
06/26/2013 cityofriverbank XX_Upgrade Home 5.0/500 \$36.9	\$36.99
06/26/2013 cityofriverbank Device Protection Program \$2.	\$1.99
06/26/2013 cityofriverbank SGDN5313AA - Leased	\$5.00
Total WiMAX Wireless Access	\$43.98

Misc Charges

Service	Amount
Total Misc Charges	\$0.00

Taxes and Government-Mandated Surcharges

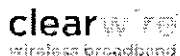
Taxes and Government-Mandated Surcharges for Account #345871

Description	Amount
06/26/2013 STATE SALES TAX	\$0.31

Invoice Date	Inv. Number	Customer ID	Amount Due	Due Date	Page
06/27/2013	4-130626-381	341030	\$44.39	06/27/2013	2 of 2
06/26/2013	COUNTY SALES TAX				\$0.06
06/26/2013	DISTRICT TAX (STCL)				\$0.01
06/26/2013	CITY SALES TAX				\$0.03
	Total Taxes and Government-Mandated Surcharges				\$0.41

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2



How to reach us...
Online Live Chat 24x7 www.clearwire.com
Or call 888.253.2794

Invoice Date:	06/28/2013
Invoice Number:	4-130627-5722
Customer ID:	1250481
Amount Due:	\$45.00
Due Date:	06/28/2013
Amount Enclosed:	

City of Riverbank
Linda Cummings
6707 3rd St
Riverbank, CA 95367

Clearwire
Clear: Dept CH 14365
Palatine, IL 60055-4365

119-442.000-704.022 (HOTEL POOL / CURTAINS)



Previous Balance	\$45.00
Payments, Thank You	\$-45.00
Adjustments	\$0.00
Finance Charges	\$0.00
Current Charges	\$45.00
Amount Due	\$45.00

Invoice Date	Inv. Number	Customer ID	Amount Due	Due Date	Page
06/28/2013	4-130627-5722	1250481	\$45.00	06/28/2013	1 of 1

Summary Of Current Charges

Charge Description	Amount
WiMAX Wireless Access	\$45.00
Other Charges	\$0.00
Other Fees and Non-Government-Mandated Surcharges	\$0.00
Taxes and Government-Mandated Surcharges	\$0.00

Invoice Detail

Payments

Description	Amount
05/28/2013 Credit/Debit Card Payment 42*****0555	\$45.00
Total Payments	\$45.00

Service Charges For Account #1550317

WiMAX Wireless Access

Service	Amount
06/27/2013 kqualle XX_4G Home Internet - No Contract Ser	\$45.00
Total WiMAX Wireless Access	\$45.00

Misc Charges

Service	Amount
Total Misc Charges	\$0.00



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343



CITY OF RIVERBANK

ACCOUNT NUMBER -4280
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 219.36

000012233 1 AT 0.384 106481175467675 P

SUE FITZPATRICK
CITY OF RIVERBANK
6707 THIRD STREET
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Date 7-10-13 Approver [Signature] Date 7/10/13

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
06-10	06-06	ESIGNS 800-4945850 MI PUR ID: 5295216896 TAX: 0.00	24088023158158233781205	5099	53.80
06-13	06-12	SMARTNFINAL40211104023 MODESTO CA PUR ID: 00000000000000000000 TAX: 0.00	24164073163929080017504	5411	73.33
06-13	06-12	SMARTNFINAL40211104023 MODESTO CA PUR ID: 00000000000000000000 TAX: 0.00	24164073163929080017512	5411	62.28
06-14	06-12	SAVE MART #105 RIVE RIVERBANK CA PUR ID: 06175510105VPRY7002498125 TAX: 0.00	24427333164710024966687	5411	21.96
06-24	06-21	NETFLIX.COM NETFLIX.COM CA PUR ID: 2971717188 TAX: 0.00	24692163172000830363215	5968	1.99
			<i>Movie Night Banner #118,441.706.026</i>		
			<i>Pool Concessions #118,441.706.026</i>		
			<i>Teen Center Concessions #118,441.706.026</i>		
			<i>Pool Concessions #118,441.706.026</i>		
			<i>Teen Center Fund #196,496.000.707</i>		

Default Accounting Code:

CUSTOMER SERVICE CALL	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
800-344-5696	-4280		PREVIOUS BALANCE	\$.00
	06-24-13	\$.00	PURCHASES & OTHER CHARGES	\$219.36
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE		CASH ADVANCES	\$.00
	\$ 0.00		CASH ADVANCE FEE	\$.00
	DO NOT REMIT		CREDITS	\$.00
			TOTAL ACTIVITY	\$219.36

Order # 1098119563 June 6, 2013

Status - PAID



Movie Night 2013
3' x 6' Vinyl Banner

Quantity 1
\$43.99

Special instructions

Billing Address	Payment Method	Shipping Address	Shipping Method	
Sue Fitzpatrick 6707 Third Street Riverbank, CA, 95367 United States 209-863-7140	Credit Card	Kerrie Webb City of Riverbank Parks and Recreation 6707 Third Street Riverbank, CA, 95367 United States 209-863-7149	Ground Estimated Delivery Production Shipping Estimated Delivery in	1 Day 4 Days 5 Business Days Products Shipping Grand Total
				\$43.99 \$9.81 \$53.80

JMP FUND

#118.441.703.066

Teen Center

Smart&Final.

The Smaller Faster Warehouse Store

*** Welcome To Our Modesto Store ***
Store # 402

See Us On The WEB www.smartandfinal.com

Cashier: ILENE

DATE 06/12/13

TIME 08:56:33

500t Orig Flavor V 11.99 F
Hot Cheetos Crunch 11.99 F
Airheads Vnty Club 8.59 F
Starburst Skittles 17.49 F
5.17 lb @ \$.05 / lb ***
Bananas .24 F
Was \$.63/lb/YOU SAVED --> \$ 3.02
Mixed Fruit 5.99 F
Mixed Fruit 5.99 F

SUBTOTAL 62.28
SALES TAX .00
TOTAL 62.28

Visa TENDER 62.28
Acct # *****4280
APPRVL CODE 016078
Cas Ref# 11
CASH CHANGE .00

TOTAL NUMBER OF ITEMS THIS VISIT--> 7

Smart & Final Store # 402
801 9th Street
Modesto, CA 95354

DATE 06/12/13 TIME 08:43:15
Account # *****4280
Tender Type Credit
Reference # 142855
APPRVL CODE 016078
Reason Code RM00 Total 62.28
Trans # 73 Cash back .00

#118-441-706.026
08:57:29 OP# 128419 06/12/13
Term:4 Trans # 73 Store # 402

THANK YOU FOR SHOPPING
YOUR MODESTO SMART&FINAL
STORE MANAGER: MARCO LOPEZ
1 (209) 525-4115

We want to know your thoughts,
so we can serve you better.

Complete our customer survey
and be entered to win a

\$500 SmartCash Card

Please visit
<http://www.smartandfinal.com/survey>
Enter code 121055
within 5 days of this shop!

Pool

Smart&Final.

The Smaller Faster Warehouse Store

*** Welcome To Our Modesto Store ***
Store # 402

See Us On The WEB www.smartandfinal.com

Cashier: ILENE

DATE 06/12/13

TIME 08:55:32

Airheads Vnty Club 8.59 F
Airheads Vnty Club 8.59 F
Starburst Skittles 17.49 F
Super Red Ropes 9.49 F
Hot Cheetos Crunch 11.99 F
Wonka Laffy Taffy Vn 9.19 F
Sour Punch Twists 7.99 F

SUBTOTAL 73.33
SALES TAX .00
TOTAL 73.33

Visa TENDER 73.33
Acct # *****4280
APPRVL CODE 084251
Cas Ref# 10
CASH CHANGE .00

TOTAL NUMBER OF ITEMS THIS VISIT--> 7

Smart & Final Store # 402
801 9th Street
Modesto, CA 95354

DATE 06/12/13 TIME 08:42:08
Account # *****4280
Tender Type Credit
Reference # 142854
APPRVL CODE 084251
Reason Code RM00 Total 73.33
Trans # 72 Cash back .00

08:56:26 OP# 128419 06/12/13
Term:4 Trans # 72 Store # 402

THANK YOU FOR SHOPPING
YOUR MODESTO SMART&FINAL
STORE MANAGER: MARCO LOPEZ
1 (209) 525-4115

#118-441-706.026

We want to know your thoughts,
so we can serve you better.

Complete our customer survey
and be entered to win a

\$500 SmartCash Card

Please visit
<http://www.smartandfinal.com/survey>
Enter code 121055
within 5 days of this shop!

SAVE MART SUPERMARKETS

2237 Claribel Rd. Pool
Riverbank Ca
Try Our Pharmacy at (209) 863-1483
Save Mart (209) 863-1480

Cashier: Tony A Clerk# 5702
06/12/13 09:34:15

GROCERY

OTTER POPS	5.49 F
OTTER POPS	5.49 F
OTTER POPS	5.49 F
OTTER POPS	5.49 F
SUBTOTAL	21.96
TOTAL TAX	.00

TOTAL

21.96

CREDIT CARDS	TENDER	21.96
Acct:*****4280		
APPRVL CODE 051545		
CASH	CHANGE	.00

Pool

NUMBER OF ITEMS 4

A/C# 71411 XXXXXXXXXXXXXXX5427

Thank You for Using Your
S.H.A.R.E.S Card

Previous SHARES Point Balance 0
SHARES Points earned this visit 22
SHARES Points Balance this month 22

#118,441.706.026

Trx:11 Term:3 Store:105 09:35:00

Our Customer Support Team looks
forward to hearing from you
8-7 Mon-Fri and 8-4 Sat-Sun
(800) 692-5710



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF RIVERBANK

ACCOUNT NUMBER -4298
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 828.11

000012234 1 AT 0.384 106481175467676 P

MARISELA HERNANDEZ
CITY OF RIVERBANK
6707 THIRD STREET
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder

Date

Approver

Date

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
05-29	05-28 ①	CALIFORNIA SOCIETY OF MUN 916-2312137 CA PUR ID: 1000148794769 TAX: 0.00	24301373148118000166066	8641	150.00
06-03	05-31 ②	BESTBUY.COM 00009944 888-2378289 MN PUR ID: 000000000000000000 TAX: 34.81	24399003151503099414651	5732	541.11
06-10	06-07 ③	AMERICAN PUBLIC WORKS DAN.PAVLICH@C MO PUR ID: VPC08F30663E TAX: 0.00	24412953158014000046105	5969	137.00

- ① Intermediate Gov't Acct. Workshop for D. Marrell 101-403.000-706.037
② Microsoft Tablet for Annual Property Inspections (Housing Grant) 13-597.042-702.053
③ Handbooks for Development Services 101-412.000-706.036

Default Accounting Code:

CUSTOMER SERVICE CALL	ACCOUNT NUMBER		ACCOUNT SUMMARY	
	-4298			
800-344-5696	STATEMENT DATE	DISPUTED AMOUNT	PREVIOUS BALANCE \$.00	
	06-24-13	\$.00	PURCHASES & OTHER CHARGES \$828.11	
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00	
			CASH ADVANCE FEE \$.00	
			CREDITS \$.00	
			TOTAL ACTIVITY \$828.11	

Thank you for registering online. This is an automated message acknowledging successful registration. Please save or print this for your records.

-----Registration Details-----
Event: Intermediate Governmental Accounting
Association: Cal. Society of Muni. Finance Officers
Registered On: 28 May 13 - 10:23am Pacific Time
Payment Status: Confirmed

-----Event Details-----
Start: 18 June 13 (Tue) - 8:00am Local Time
End: 18 June 13 (Tue) - 5:00pm Local Time
Duration: 9.0 Hours
Location: City of Merced
Address: 678 W. 18th Street
City/State: Merced, CA 95340
Location Phone: 805-388-5358
Primary Contact: Teri Albrecht
Contact Phone: (209) 385-4753
Contact Email: albrechttt@cityofmerced.org

-----Cancellation Policy-----
All registration fees are non-refundable and are valid for the dates of this meeting only. If you are unable to attend, you may send someone from your organization in your place. Please ask your replacement to be prepared to present a business card at the registration desk.

-----Payment Notes-----
CSMFO accepts online payments by Visa, and Master Card. Make checks payable to CSMFO
Mail checks to:
CSMFO, 1215 K Street #2290,
Sacramento, CA 95814

-----Registrant Information-----
First Name: Dawndi
Last Name: Morrell
Member Type: Municipal
Comp/Org: Riverbank
Address1: 6707 Third Street
City/State: Riverbank, CA 95367
Email: dmorrell@riverbank.org
Phone: 209-863-7112
Guests: 0
Guest Info:

-----Payment Summary-----
Payment Note: Training

Payment Method: Online Payment
Payment Type: Online Credit Card
Your Cost: \$150.00
Guest Cost: \$0.00
Fees:
Discounts:
GRAND TOTAL: \$150.00

-----Credit Card Information-----
Type: VI
Number: XXXXXXXXXXXX4298
Exp Date: 04/14
CC Name: Marisela Hernandez

-----Invoice Details-----
Issue Date: 28 May 13
Issued By: Cal. Society of Muni. Finance Officers
Address: CSMFO, 1215 K Street, Suite 940
City/State: Sacramento, CA 95814
Phone: 877-282-9183
Order ID: 148794

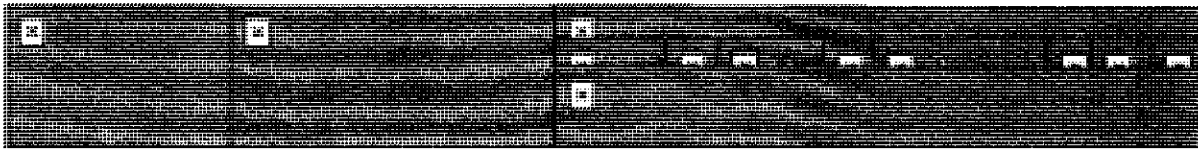
-----End of Invoice/Receipt-----
If you have any registration problems, please contact Justin Lewis at justin.lewis@staff.csmfo.org.

101-403-706-037

Marisela Hernandez

From: Best Buy <BestBuyInfo@emailinfo.bestbuy.com>
Sent: Friday, May 31, 2013 5:04 PM
To: Marisela Hernandez
Subject: We received your order; but please wait to pick up

View: [Mobile](#) | [Web](#) | [Español](#)



Thank you for your order

Hello Marisela,

Thank you! We've received your order and will fulfill it as soon as possible. [See your order status.](#)

Please wait to pick up your order

We'll be sending another e-mail notifying you when your order is ready for pickup.

Thanks for shopping at Best Buy.

Sincerely,

Lisa Smith
Vice President
Best Buy Customer Care

Need Help?

[Payment & Pricing](#)

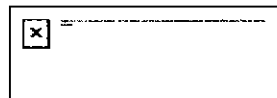
[Shipping & Store Pickup](#)

[Returns & Refunds](#)

How-to Videos

[Checking Order Status](#)

[Using Store Pickup Plus](#)



ORDER DETAILS

Order date: 05/31/2013

BESTBUY.COM

Order number: BBY01-584100026838

QTY PRODUCT DESCRIPTION

STATUS

1 Microsoft - Surface RT with 32GB Memory
SKU: 7411049

*Confirming store inventory at
RIVERBANK CA. Estimated Pickup
Date: May 31*

Riverbank Ca
2339 CLARIBEL RD
RIVERBANK, CA 95367

Questions about your order?

Call us at 1-888-BEST BUY (1-888-237-8289). For faster service, please have your order number handy. To cancel your order, [learn more here.](#)

Order Total: \$541.11

Laura Graybill

From: Kathleen Cleek
Sent: Monday, June 10, 2013 12:34 PM
To: Laura Graybill
Subject: FW: APWA Bookstore Order #190585

FYI

101-412.000-706.036
OK to
Pay

From: APWA Bookstore [mailto:apwabookstore@apwa.net]
Sent: Friday, June 07, 2013 3:13 PM
To: Kathleen Cleek
Subject: APWA Bookstore Order #190585

Marisela's
Credit Card

Thank you very much for your order.

Confirmation.

Order Information:

Order Number: 190585
Member Type: Member
Member Number: 659266

Billing Info:

City of Riverbank Public Works
Kathleen Cleek
Email: kcleek@riverbank.org
Phone: (209) 869-7128
6707 3rd St
Riverbank, CA 95367-2305

Shipping Info:

City of Riverbank Public Works
Kathleen Cleek
Email: kcleek@riverbank.org
Phone: (209) 869-7128
6707 3rd St
Riverbank, CA 95367

Qty.	Product Code	Title	Price
1	PB.XWAT	Work Area Traffic Control Handbook (2012 Ed.)	\$11.00
1	PB.XCDI1	Construction Dictionary: Illustrated	\$84.00
1	PB.AMPW	Management of Public Works Construction Projects	\$15.00
1	PB.AFSF	Financing Stormwater Utilities	\$12.00

Subtotal: \$122.00
Standard Shipping: \$15.00
TOTAL: \$137.00

Payment Info:

Card Type: VISA

Comments:

Sign Out Jobs Help

Cart

DISCOVER APWA DISCOVER PUBLIC WORKS BE INVOLVED GET CONNECTED LEARN & GROW SOLUTIONS BY TOPIC

Checkout

Step 1 Contact Info	Step 2 Shipping Info	*Step 3* Payment Info	Step 4 Final Confirmation
------------------------	-------------------------	--------------------------	------------------------------

Order Details

Title	Each	Quantity	Total
Work Area Traffic Control Handbook (2012 Ed.)	\$11.00	1	\$11.00
Construction Dictionary: Illustrated	\$84.00	1	\$84.00
Management of Public Works Construction Projects	\$15.00	1	\$15.00
Financing Stormwater Utilities	\$12.00	1	\$12.00
Subtotal:			\$122.00
Standard Shipping:			\$15.00
TOTAL:			\$137.00

Payment InformationPay by Credit Card: ☒

Card Type: SELECT

Name on card:

Card Number:

(numbers only)

Exp. Month/Year: MONTH / YEAR

Card Verification Number:

Card Billing ZIP/Postal

Code:

(Please enter the ZIP/Postal Code that appears on the credit card bill.)

Pay by Purchase Order: ☐

Purchase Order Number:

APWA must receive a copy of the Government (Local, State/Provincial or Federal) Purchase Order or prepayment prior to fulfillment.
Please fax your PO to 816-472-1610.

I hereby certify that I have the authority to make purchases on behalf of the Agency or Municipality issuing the Purchase Order (P.O., Warrant, etc) referenced above for my online order; I have in fact provided APWA with a valid P.O. reference number; the P.O. includes applicable freight & handling charges and appropriate pricing for publications and products based on stated pricing per the APWA online bookstore and such P.O. will serve as a legally binding document for the Agency or Municipality to make payment to APWA upon delivery of such goods and/or services.

If you are paying by Purchase Order, please type your first and last name below to certify that you have read, understand and agree to the above paragraph.

Continue to Confirmation >>

Your Basket

Member: \$122.00
Non-Member: \$155.00

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(While quantities last)

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© 2011 American Public Works Association

ORDERED 6/7/13

Maribel's Card

101-412.000-706.036

BNI® Building News

990 Park Center Drive Suite E
Vista, California 92081
Phone (888)264-2665
Fax (760)734-1540

Packing Slip

Date	S.O. No.
6/10/2013	22021

Ship To

City of Riverbank
Public Works
Ms Kathleen Cleek
6707 3rd st
Riverbank Ca 95367

Account #	P.O. No.	Ship Date	Ship Via
300035	190585	6/10/2013	FedEx

Item	Description	Shipped	Ordered
9781557017550 1557013659	BNI Watchbook 2012 BNI Construction Dictionary Illustrated w CD-ROM		1 1
RECEIVED JUN 12 2013			

--

American Public Works Association
P.O. Box 802296
Kansas City, MO 64180-2296
(816) 472-6100

PACKING SLIP

Warehouse:

Ship To: Ms. Kathleen Cleek
6707 3rd St
Riverbank, CA 95367

Sold To: Ms. Kathleen Cleek
Sr Admin Analyst
City of Riverbank Public Works
6707 3rd St
Riverbank, CA 95367-2305

Phone #: (209) 869-7128

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date	Total Weight
659266		06/07/2013	190585	30 Days		2.15

Qty Ordered	Qty Shipped	Back-Ordered	Item Code Description	Unit Price	Extended Price
1	1		PB.XWAT Work Area Traffic Control Handbook (2012 Ed.)		
1	1		PB.XCDI1 Construction Dictionary: Illustrated		
(The following purchased publications will be delivered by another shipper: PB.XWAT & PB.XCDI1)					
RECEIVED JUN 13 2013					

Line Item Total	Freight	Handling	Other	Tax	Subtotal	Amount Received	Amount Due

PACKING SLIP

Sold To: Ms. Kathleen Cleek
Sr Admin Analyst
City of Riverbank Public Works
6707 3rd St
Riverbank, CA 95367-2305

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date	Total Weight	
659266		06/07/2013	190585	30 Days		2.15	
Qty Ordered	Qty Shipped	Back-Ordered	Item Code Description	Unit Price	Extended Price		
1	1		PB.AMPW Management of Public Works Construction Projects				
1	1		PB.AFSF Financing Stormwater Utilities				
Line Item Total	Freight	Handling	Other	Tax	Subtotal	Amount Received	Amount Due



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343



CITY OF RIVERBANK

ACCOUNT NUMBER 6343
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 27.93

000012235 1 AT 0.384 106481175467677 P

TRACIE J ANDERSON
CITY OF RIVERBANK
6707 3RD ST
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder [Signature] Date 7-10-13 Approver W. Hernandez Date 7/10/13

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
06-05	06-04	O'BRIENS SUPERMARKE RIVERBANK CA PUR ID: 00639700001VPRY7004197664 TAX: 0.00	24427333155720004613556	5411	27.93

REFRESHMENTS FOR THE JUNE 4 ELECTION MEETING
AT THE COMMUNITY CENTER (MUSKY COOKIES)

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER -6343		ACCOUNT SUMMARY
	STATEMENT DATE 06-24-13	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES \$27.93
			CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$.00
			TOTAL ACTIVITY \$27.93

Please remember to:

- Enclose your check or money order, payable in U.S. dollars, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your check or money order.
- Make checks payable to: Corporate Payment Systems
P.O. Box 790428
St. Louis, MO 63179-0428

Please enter new address or telephone number here:

Name

Address

City

State

Zip

()
Home Phone

()
Business Phone

O'Brien's Market

...the best place for fresh!

Welcome to
O'Brien's Market
Riverbank
(209) 869-9050

Purchase. \$ 27.93

VISA #SXXXXXXXXXX6343
Auth # 001282
Lane # 07- Cashier # 62
06/04/13 19:39 Ref/Seq # 074736
Mrch=983421 Term=001 IC=CC
EPS Sequence # 074736

BAKERY

12CT CHOCOLATE CHIP	\$2.99	F
12CT CHOCOLATE CHIP	\$2.99	F
12CT PEANUT BUTTER C	\$2.99	F
12CT WHITE CHOC. MAC	\$2.99	F
LOFTHOUSE GINGER SNA	\$3.99	F
LOFTHOUSE COOKIES-OA	\$3.99	F

GROCERY

MULTIPACK 20 CT CLAS	\$7.99	F
----------------------	--------	---

BALANCE DUE \$27.93

VISA \$27.93

IS1 XXXXXXXXXXXX6343

Auth Code = 001282

CHANGE \$0.00

Total number of items sold = 7

BILLING INQUIRIES

Before disputing or questioning a charge on your statement, take the following actions:

- Determine if other employees of the corporation / institution may have participated in the transaction.
- Review your receipts for the amount in question as it may have posted to your statement with a different merchant name.
- Attempt to contact the merchant to resolve the issue.

To dispute the transaction, phone Corporate Payment Systems Customer Service at the telephone number on the front of this statement and have the following information available:

- The date and dollar amount of the transaction you are questioning.
- An explanation of why you believe there is an error along with any documentation you may have to support your claim.
- The date you contacted the merchant to attempt to resolve this issue and the merchant's response.

Many inquiries can be corrected over the phone, but phoning alone does not preserve your rights. To preserve your rights, we must receive your written communication no later than 60 days after we sent you the first bill on which the error or problem appeared. Please send a letter with your name, account number and the above information to: CORPORATE PAYMENT SYSTEMS, P.O. BOX 6335, FARGO, ND 58125-6335. You do not have to pay the amount of the charge that is in dispute while we are investigating; however, you are obligated to pay any charges that are not in question. While we investigate your dispute, we cannot report you as delinquent or take any action to collect the amount you question.

CASHIER NAME: Cristina
C0062 #6659 19:39:49 4JUN2013
S00002 R007



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343



CITY OF RIVERBANK

ACCOUNT NUMBER 8580
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 820.94

000012238 1 AT 0.384 106481175467680 P

ANNABELLE AGUILAR
CITY OF RIVERBANK
6707 3RD ST
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

RECEIVED

JUL - 1 2013

BY: _____
CITY OF RIVERBANK

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

on this statement, unless annotated to the contrary, are true, correct and for
authorized.
Cardholder 27/10/13 Date Approver 7/10/13 Date

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
05-23	05-20 ①	CITY OF MODESTO NINTH ST MODESTO CA	24789303142142273580500	7523	1.00 ✓
05-24	05-22 ②	DOLRTREE 2840 00028407 RIVERBANK CA PUR ID: 00000000000000000000 TAX: 1.71	24164073143868083350006	5331	27.98 ✓
05-24	05-21 ③	CITY OF MODESTO NINTH ST MODESTO CA	24789303143143283030204	7523	2.00 ✓
05-27	05-24 ④	THE MODESTO BEE 209-578-2216 CA PUR ID: 0000000012 TAX: 0.00	24001753145207618800130	7311	790.00
05-31	05-30 ⑤	TARGET 00020966 RIVERBANK CA PUR ID: 00000000000000000000 TAX: 1.01	24164073150091008271575	5411	14.31 ✓
05-31	05-29 ⑥	THE HOME DEPOT #1842 RIVERBANK CA PUR ID: ELECTION TAX: 0.68	24610433150010178034684	5200	9.66 ✓
06-03	05-31 ⑦	STAPLES 00114017 RIVERBANK CA PUR ID: 000292153 TAX: 0.63	74164073152105001248266	5943	8.91CR ✓

Default Accounting Code: 101-408.000-706.066

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 8580		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	06-24-13	\$.00	PREVIOUS BALANCE \$.00	
			PURCHASES & OTHER CHARGES \$934.25	
			CASH ADVANCES \$.00	
			CASH ADVANCE FEE \$.00	
			CREDITS \$113.31	
		AMOUNT DUE \$ 0.00 DO NOT REMIT	TOTAL ACTIVITY \$820.94	



Account Name:	ANNABELLE AGUILAR
Company Name:	CITY OF RIVERBANK
Account Number:	8580
Statement Date:	06-24-13

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
06-03	05-30 ⑧	STAPLES 00114017 RIVERBANK CA PUR ID: 000159046 TAX: 1.26	24164073151105115913009	5943	17.82 ✓
06-03	06-01 ⑨	DOLRTREE 2840 00028407 RIVERBANK CA PUR ID: 000000000000000000 TAX: 0.27	24164073153868017000005	5331	4.31 ✓
06-04	06-03 ⑩	O'BRIENS SUPERMARKE RIVERBANK CA PUR ID: 00639700001VPRY7004118553 TAX: 0.00	24427333154720004698459	5411	18.91 ✓
06-04	06-03 ⑪	O'BRIENS SUPERMARKE RIVERBANK CA PUR ID: 00639700001VPRY7004118554 TAX: 0.00	24427333154720004698467	5411	6.00 ✓
06-05	06-03 ⑫	SAVE MART #105 RIVE RIVERBANK CA PUR ID: 06175510105VPRY7002349277 TAX: 0.00	24427333155710023480616	5411	34.08 ✓
06-05	06-03 ⑬	SAVE MART #105 RIVE RIVERBANK CA PUR ID: 06175510105VPRY7002349282 TAX: 0.00	24427333155710023480665	5411	6.18 ✓
06-10	06-05 ⑭	CITY OF MODESTO NINTH ST MODESTO CA	24789303158158294073706	7523	2.00 ✓
06-20	06-18 ⑮	THE HOME DEPOT 6601 MODESTO CA PUR ID: N TAX: 7.40	74610433170010184049503	5200	104.40CR ✓

- ① - Parking - Elections to verify signatures
- ② - Election Supplies - for precinct signage.
- ③ - Parking - Elections to verify signature.
- ④ - "Remember to Vote" ADS in MODESTO BEE & VIDA
- ⑤ - Elections Supplies
- ⑥ - Elections Supplies
- ⑦ - Elections Supplies
- ⑧ - Elections Supplies
- ⑨ - Elections Supplies
- ⑩ - Election Night - public gathering - Community Center (Charge for cookie trays)
- ⑪ - " " " " " " " " " " " "
- ⑫ - Snacks provided to precinct workers & water too.
- ⑬ - Election night refreshments.
- ⑭ - Parking - Co. ROV to check signatures.
- ⑮ - Returned item.

209-578-2107

modbee.com

1325 H Street • P.O. BOX 3928 • MODESTO, CA 95352

CITY OF RIVERBANK
ATTN DONNA
6617 3RD ST
RIVERBANK CA 95367

Admin?

ADVERTISING		PAGE	1
INVOICE NUMBER		INVOICE DATE	
00787489		06/02/13	
BILL FROM		BILL TO	
05/06/13		06/02/13	
BILL ACCT NUMBER	ADVERTISER NUMBER	REPRESENTATIVE	
53702202	53702202	110	
ADVERTISER NAME			
CITY OF RIVERBANK			

DATE	AD NUMBER	DESCRIPTION	SAU DIMENSIONS	TIMES	UNITS	RATE	AMOUNT
05/28	045596001	BALANCE FORWARD					.00
06/02	S69621113	PAYMENT THANK YOU	2.0X 4.00"	3	8.00IN		670.00CR
		SMALL BUSINESS PKG					335.00
						TOTAL DUE	335.00CR
		PREVIOUS AMOUNT OWED:					.00
		NEW CHARGES THIS PERIOD:					335.00
		NEW TAXES THIS PERIOD:					.00
		CASH THIS PERIOD:					670.00
		DEBIT ADJUSTMENTS THIS PERIOD:					.00
		CREDIT ADJUSTMENTS THIS PERIOD:					.00
***** **YOUR TEARSHEETS ARE NOW AVAILABLE ELECTRONICALLY.** **IF YOU NEED PAPER COPIES, PLEASE CONTACT** **YOUR SALES REPRESENTATIVE**							
#Ad remember to Vote on 6/4/13							

* 7-9-13
Notes on Back

Election Invoice - Prepaid with Credit Card
Ad ran 6/2 at a cost of \$ 335.00 leaving
a credit due to billing cycle cut off date
Second Ad ran 6/3 at a cost of \$335.00 thus
using the remaining \$335. Credit. *MM*

modbee.com

ADVERTISING INVOICE and STATEMENT

Net payment is due the 20th. A late charge of 1 1/2% per month (18% per annum) will be assessed on all balances unpaid beyond 30 days of invoice date.

The Modesto Bee		BILLING PERIOD		ADVERTISING / CLIENT NAME	
modbee.com		05/06/13 06/02/13		CITY OF RIVERBANK	
ADVERTISING INVOICE and STATEMENT					
TERMS OF PAYMENT		INVOICE NUMBER		BILLING ACCOUNT NUMBER	
Retail		NET 20		00787489	
OVER 90 DAYS		OVER 60 DAYS		OVER 30 DAYS	
CURRENT		TOTAL AMOUNT DUE		53702202	
.00		.00		.00	
.00		.00		335.00CR	
PAGE	BILLING DATE	BILLED ACCOUNT NAME AND ADDRESS		REMITTANCE ADDRESS	
1	06/02/13	CITY OF RIVERBANK ATTN: DONNA 6617 3RD ST RIVERBANK CA 95367		The Modesto Bee P O Box 11986 Fresno, CA 93776-1986	

☐ VISA ☐ M/C ☐ Discover ☐ Check enclosed

Credit card number

Card expires

[illegible]

□ □ □ □

RETURN THIS STUB

04002030000000000000537022020000000000000000000000000000953678

(4)

7-9-13 (10:15 am)

I spoke with Megan (Modesto Bee - Billing Dept) to inquire about the \$790.00 charge. According to her the following charges occurred:

Per this invoice

\$ 670.00 = cost for "Remember to Vote" ad to run twice and Internet Ad too.

Also collected cost for VIDA (Spanish language Newspaper AD)

<u>120.00</u>
<u>\$ 790.00 = TOTAL COST</u>

Alia

Vida

ADVERTISING INVOICE and STATEMENT

Vida en el Valle		BILLY PERRO		ADVERTISING CLIENT NAME	
ADVERTISING INVOICE and STATEMENT		05/06/13 06/02/13		CITY/RIVERBANK	
SELLER ACCOUNT NUMBER		TOTAL AMOUNT DUE		UNAPPLIED AMOUNT	
R10030		\$0.00		TERMS OF PAYMENT	
CURRENT NET AMOUNT DUE		30 DAYS		DUE ON RECEIPT	
\$0.00		\$0.00		30 DAYS	
\$0.00		\$0.00		OVER 60 DAYS	
\$0.00		\$0.00		\$0.00	
\$0.00		\$0.00		\$0.00	

PAGE#	BILLING DATE	BILLED ACCOUNT NAME AND ADDRESS	REMITTANCE ADDRESS
1	06/02/13	CITY OF RIVERBANK 6707 3RD STREET RIVERBANK CA 95367	VIDA en el Valle P.O. BOX 12941 FRESNO CA 93779-2941

☐ VISA ☐ M/C ☐ Discover ☐ Check enclosed

Credit card number

Card expires

022020300RI003000953670

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

10	DATE	11	NEWSPAPER REFERENCE	12	13	14	DESCRIPTION-OTHER COMMENTS/CHARGES	15	SALE PRICE IN DOLLAR UNITS	16	TOTAL PER RATE	17	GROSS AMOUNT	18	NET AMOUNT
05/29	V1347501						BALANCE FORWARD						.00		
							ROTA	2X	4.0				120.00		
							MAIN	8.00	IN		15.00				
05/31	0039300028						PAYMENT THANK YOU						120.00-		
												TOTAL DUE			.00
							PREVIOUS AMOUNT OWED:						.00		
							NEW CHARGES THIS PERIOD:						120.00		
							CASH THIS PERIOD:						120.00		
							DEBIT ADJUSTMENTS THIS PERIOD:						.00		
							CREDIT ADJUSTMENTS THIS PERIOD:						.00		

							"THE LATINO VOICE OF THE SAN JOAQUIN VALLEY"								
							CALL TODAY TO RESERVE YOUR SPACE!								
							CALL TODAY FOR MORE INFORMATION 559-441-6769								

STATEMENT OF ACCOUNT AGING OF PAST DUE AMOUNT

STATEMENT OF ACCOUNT					TOTAL AMOUNT DUE	
21	CURRENT NET AMOUNT DUE	22	30 DAYS	60 DAYS	OVER 90 DAYS	*UNAPPLIED AMOUNT
	\$0.00		\$0.00	\$0.00	\$0.00	.00
						\$0.00

Vida

1626 E Street, Fremont, CA 95705
TEL (558) 441-8265 (558) 441-8262
(558) 441-8261

VACANT

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24	26	ADVERTISER INFORMATION						
	1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
	05/06/13 06/02/13		RI0030		RI0030		CITY/RIVERBANK	

RIVERBANK - 209-863-1270
05/30/2013 11:07 AM EXPIRES 08/28/13

TRAN	IN TIME	OUT TIME	FEE	CC #
------	---------	----------	-----	------

3195	05/20	10:17	05/20	11:05	\$1.00	3580
------	-------	-------	-------	-------	--------	------

HARDWARE-AUTOMOTIVE

085040395	MASKING TAPE	T	\$6.58
	2 @ \$3.29 ea		

STATIONERY-OFFICE

081060485	BINDER RING	T	\$6.72
	3 @ \$2.24 ea		

SUBTOTAL \$13.30

T = CA TAX	7.6250% on	\$13.30	\$1.01
------------	------------	---------	--------

TOTAL	\$14.31
-------	---------

*8580 VISA CHARGE	\$14.31
-------------------	---------

PO#XXXXX

RECEIPT

TRAN	IN TIME	OUT TIME	FEE	CC #
------	---------	----------	-----	------

3934 05/21 08:21 05/21 10:47 \$2.00 2580

5230 SQUIRE WELLS RD, RIVERBANK, CA 95367
STORE MGR ANTHONY GOMEZ (209) 863-1370

1842 00057 69591 05/29/13 02:38 PM
CASHIER SELF CHECK OUT - SCQT57

030699141265 MASON LINE <A> 8.98
#18 X 800'-TWISTED MASON LINE

SUBTOTAL	8.98
----------	------

SUBTOTAL	8.99
SALES TAX	0.68

TOTAL	\$9.66
-------	--------

XXXXXXXXXXXX8580 VISA 9.66
AUTH CODE 074706/5570166 TA

P.Q.#/JOB NAME: ELECTION

RECEIPT

TRAN	IN TIME	OUT TIME	FEE	CC #
------	---------	----------	-----	------

1456 06/05 09:27 06/05 11:26 \$2.06 8588



1842 57 69591 05/29/2013 5073

**Dollar Tree Stores, Inc.** ®

Store# 2840
2250 Patterson Road
Riverbank CA 95367-9647
(209) 863-0539

[illegible]

Sub Total	\$26.00
SALES TAX	\$1.98
Total	\$27.98
Visa	\$27.98
*****8580	\$

*****8580
Auth. Code: 045298

7

STAPLES

that was easy.

Low prices. Every item. Every day.

2347 Claribel Road

RIVERBANK, CA 95367

(209) 863-1301

RETURN	1652325 7 002 92153
	1401 05/31/13 02:30
QTY SKU	PRICE

REWARDS NUMBER 2066490430

***** START RETURN *****

Original transaction information:

REG: 1 TRANS: 59046

DATE: 05/30/13 STORE: 1401

1	STAPLES 1.5IN BK R	
	718103013055	-3.79
1	STAPLES 1IN BOOK R	
	718103013031	-4.49
***** END RETURN *****		
SUBTOTAL		-8.28

Standard Tax 7.625% -0.63

TOTAL \$-8.91

Visa -8.91

Card No.: XXXXXXXXXXXX8580 [S]

Auth No.: 182787

3 SAVE MART SUPERMARKETS

2237 Claribel Rd.

Riverbank Ca

Try Our Pharmacy at (209) 863-1483

Save Mart (209) 863-1480

Cashier: Esteban Clerk# 72313

05/03/13 16:51:30

DAIRY-DELI-FROZEN

MM FRUIT PUNCH	2.99 F
Regular Price	3.99
+DAIRY DELI CRV>24Z	.10 F
MM FRUIT PUNCH	2.99 F
Regular Price	3.99
+DAIRY DELI CRV>24Z	.10 F
SUBTOTAL	6.18
TOTAL TAX	.00

TOTAL 6.18

CREDIT CARDS	TENDER	6.18
Acct:XXXXXXXXXX8580		
APPRVL CODE 065523		
CASH	CHANGE	.00

NUMBER OF ITEMS 4

Total Savings on Sale Items 2.00

YOU SAVED A TOTAL OF	2.00
THAT IS A SAVINGS OF	24%

1 x 39 Term:8 Store:105 16:52:13

Our Customer Support Team looks forward to hearing from you

8-7 Mon-Fri and 8-4 Sat-Sun

(800) 692-5710

4

STAPLES

that was easy.

Low prices. Every item. Every day.

2347 Claribel Road

RIVERBANK, CA 95367

(209) 863-1301

1652325 14 001 59046

1401 05/30/13 11:17

PRICE

SALE

QTY SKU

REWARDS NUMBER 2066490430

1	STAPLES 1.5IN BK R	3.79
	718103013055	
1	STAPLES 1.5IN BK R	3.79
	718103013055	
1	STAPLES 1IN BOOK R	4.49
	718103013031	
1	STAPLES 1IN BOOK R	4.49
	718103013031	16.56
SUBTOTAL		1.26

Standard Tax 7.625%

TOTAL \$17.82

Visa 17.82

Card No.: XXXXXXXXXXXX8580 [S]

Auth No.: 097985

TOTAL ITEMS 4

12



Welcome to
O'Brien's Market
Riverbank
(209) 869-9050

Purchase \$ 6.00

VISA #SXXXXXXXXXXXX8580
Auth # 091979
Lane # 10 Cashier # 110
06/03/13 17:06 Ref/Seq # 107871
Mrch=983421 Term=001 IC=CC
EPS Sequence # 107871

BAKERY
BAKERY \$6.00 F

BALANCE DUE \$6.00
VISA \$6.00
[S] XXXXXXXXXXXXXXX8580
Auth Code = 091979
CHANGE \$0.00

Total number of items sold = 1

CASHIER NAME: Deli Till
C0110 #4353 17:06:14 3JUN2013
S00002 R010

12



2237 Claribel Rd.
Riverbank Ca
Try Our Pharmacy at (209) 863-1483
Save Mart (209) 863-1480

Cashier: Wanda W Clerk# -1324

06/03/13 16:37:24

GROCERY
4 @ 3/ 9.99 13.32 F
WTR-24P NESTLE 21.96
Regular Price
4 @ 1/ 1.20
+GROC CRV NO TX 24P 4.80 F
BAKERY
HS BLUEBERRY SCNE 3.99 F
HS SCN ORNG CRNBRY 3.99 F
HS SCN ORNG CRNBRY 3.99 F
HS SCN ORNG CRNBRY 3.99 F
SUBTOTAL 34.08
TOTAL TAX .00

TOTAL 34.08

CREDIT CARDS TENDER 34.08
Acct:XXXXXXXXXXXX8580
APPRVL CODE 042508
CASH CHANGE .00

NUMBER OF ITEMS 12

Total Savings on Sale Items 8.64

YOU SAVED A TOTAL OF 8.64
THAT IS A SAVINGS OF 20%

Trx:296 Term:3 Store:105 16:38:00

Our Customer Support Team looks
forward to hearing from you
8-7 Mon-Fri and 8-4 Sat-Sun
(800) 692-5710

12



Welcome to
O'Brien's Market
Riverbank
(209) 869-9050

Purchase \$ 18.91
VISA #061157 #SXXXXXXXXXXXX8580
Auth # 061157 Cashier # 110
Lane # 10 Ref/Seq # 107870
06/03/13 17:05
Mrch=983421 Term=001 IC=CC
EPS Sequence # 107870

BAKERY \$6.95 F
BAKERY \$11.96 F
4 @ \$2.99

BALANCE DUE \$18.91
VISA \$18.91
[S] XXXXXXXXXXXXXXX8580
Auth Code = 061157
CHANGE \$0.00

Total number of items sold = 5

CASHIER NAME: Deli Till
C0110 #4352 17:05:11 3JUN2013
S00002 R010

(15)



**More saving.
More doing.®**

1617 N. CARPENTER RD. MODESTO, CA 95351
WE INSTALL AND DELIVER! ASK FOR DETAILS!

6601 00024 17780 06/18/13 05:22 PM
CASHIER CECILIA - CXJ4038
* ORIG REC: 1842 059 77798 05/14/13 TA *

832794004038 MAILBOX	-97.00
SUBTOTAL	-97.00
SALES TAX	-7.40
TOTAL	-\$104.40
XXXXXXXXXXXX8580 VISA	-104.40
INVOICE 5241110	TA

REFUND-CUSTOMER COPY

BUY ONLINE PICK-UP IN STORE
AVAILABLE NOW ON HOMEDEPOT.COM.
CONVENIENT, EASY AND MOST ORDERS
READY IN LESS THAN 2 HOURS!

(9)



DOLLAR TREE STORES, INC.®

Store# 2840 (209) 863-0533

2250 Patterson Road
Riverbank, CA 95367-0547

DESCRIPTION	QTY	PRICE	TOTAL
BLACK FOAM BOARD	1	1.00	1.00
BLACK FOAM BOARD	1	1.00	1.00
BLACK FOAM BOARD	1	1.00	1.00
BLACK FOAM BOARD	1	1.00	1.00

SUB TOTAL	\$4.00
SALES TAX	-\$0.31
TOTAL	\$4.31
VISA	\$4.31
AMOUNT PAID (8580)	S

Auth. Code: 030562

Thank You for Shopping at Dollar Tree
Where Everything is \$1.00
Now Shop On-Line at DollarTree.com

1700 02840 04 004 62022
Sales Associate: Yolanda

6/01/13 14:50



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

CITY OF RIVERBANK

ACCOUNT NUMBER 4246-0400-1893-9639
STATEMENT DATE 06-24-13
TOTAL ACTIVITY \$ 680.18

000012236 1 AT 0.384 106481175467678 P

MICHAEL RIDDELL
CITY OF RIVERBANK
6707 3RD ST
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official use.

Cardholder Michael Riddell Date 7/11/13 Approver [Signature] Date 7/11/13

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
06-12	06-10	UNEEIT.COM 877-2642641 AZ PUR ID: 202649 TAX: 0.00	24254773162472667659031	5085	319.33
06-13	06-12	FIRSTAIDCPR 760-944-1048 CA PUR ID: 9284207930 TAX: 0.00	24492153163849842080231	5912	258.01
06-24	06-22	STAPLS7101968373000002 877-8267755 NJ PUR ID: PUBLIC WORKS TAX: 7.29	24164073174105978353973	5111	102.84

Default Accounting Code:		
CUSTOMER SERVICE CALL	ACCOUNT NUMBER	
800-344-5696	4246-0400-1893-9639	
	STATEMENT DATE	DISPUTED AMOUNT
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	06-24-13	\$.00
	AMOUNT DUE	
	\$ 0.00	
	DO NOT REMIT	
	TOTAL ACTIVITY	
	PREVIOUS BALANCE	\$.00
	PURCHASES & OTHER CHARGES	\$680.18
	CASH ADVANCES	\$.00
	CASH ADVANCE FEE	\$.00
	CREDITS	\$.00

CITY OF Riverbank
PAYMENT VOUCHER

US BANKCORP SERVICE CENTER
PO BOX 6343
FARGO, ND 58125-6343

STATEMENT DATE _____

24-Jun-13

Michael Riddell

CARDHOLDER NAME

PURCHASE DATE	MERCHANT NAME	DESCRIPTION OF PURCHASES	ACCOUNT #	LINE ITEM AMOUNT
10-Jun-13	Unedit.Com	2 - Yellow Umbrellas, Water Dept	114.433.000.706.050	\$319.33
12-Jun-13	First Aid Store	6 - First Aid Kits, Water Dept	114.433.000.706.050	\$258.01
22-Jun-13	Staples	Memory Card, Camera Case, Fleet	119.442.000.705.040	\$38.30
22-Jun-13	Staples	3 - Rolls Label Tape, Water	114.433.000.703.025	\$64.54
			STATEMENT TOTAL	\$680.18

I CERTIFY THAT ALL PURCHASES LISTED ON THE ATTACHED STATEMENT DATED AS ABOVE, UNLESS ANNOTATED TO THE CONTRARY, ARE TRUE AND CORRECT AND WERE MADE FOR OFFICIAL PURPOSES. PAYMENT IS AUTHORIZED.

CARD HOLDER

DATE

APPROVING OFFICIAL SIGNATURE

DATE _____



UNEEDIT.com UNEEDIT.com
 Industrial Equipment, P. O. Box 16078
 Office Supplies & Phoenix, AZ 85011-6078
 Restaurant Needs (877) 264-2641

Purchasing Information:

E-mail Address: kmossman@riverbank.org

Billing Address:
 CITY OF RIVERBANK
 MICHAEL RIDDELL
 6707 THIRD STREET
 RIVERBANK, CA 95367

Shipping Address:
 CITY OF RIVERBANK
 KIM MOSSMAN
 2901 HIGH STREET
 RIVERBANK, CA 95367

Billing Phone:
 209-869-7128

Shipping Phone:
 209-869-7128

Order Grand Total: \$319.33

Payment Method: Credit card

Order Summary:

Shipping Details:

Order #:	<u>202649</u>
Order Date:	06/10/2013 - 13:28
Shipping Method:	Free Shipping
Products Subtotal:	\$336.14
Free Shipping:	\$0.00
SAVE 5% OFF PURCHASE:	-\$16.81
Shipping surcharge:	\$0.00

Total for this Order:	\$319.33

Products on order:

2 x Wilson Industries Welding Umbrellas Wilson Umbrellayellow
Canvas 7-1/2' Dia - \$336.14 (\$168.07 each)
 SKU: 146-3019284

Print invoice

Close window

Kim Mossman

From: notifications@unedit.com on behalf of UNEEDIT.com <CS@UNEEDIT.COM>
Sent: Monday, June 10, 2013 1:31 PM
To: Kim Mossman
Subject: Account details for City of Riverbank at UNEEDIT.com

City of Riverbank,

Thank you for registering at UNEEDIT.com. You may now log in to <https://www.unedit.com/user> using the following username and password:

username: City of Riverbank
password: fyNGuCXFZu

You may also log in by clicking on this link or copying and pasting it in your browser:

<https://www.unedit.com/user/reset/6129/1370896279/80b1dbda65ba0ee33398dfde985095f1>

This is a one-time login, so it can be used only once.

After logging in, you will be redirected to <https://www.unedit.com/user/6129/edit> so you can change your password.

-- UNEEDIT.com team

Kim Mossman

From: notifications@unedit.com on behalf of UNEEDIT.com <CS@UNEEDIT.COM>
Sent: Monday, June 10, 2013 1:31 PM
To: Kim Mossman
Subject: [POSSIBLE SPAM] Your Order at UNEEDIT.com
Importance: Low



UNEEDIT.com

Industrial Equipment, Office Supplies & Restaurant
Needs

UNEEDIT.com
P. O. Box 16078
Phoenix, AZ 85011-6078
(877) 264-2641

Thanks for your order, Michael!

An account has been created for you with the following details:

Username: City of Riverbank
Password: fyNGuCXFZu

Here's a little thank you to apply to your next order. Use **PROMO13 and receive 5% off your next purchase.**

Want to manage your order online?

If you need to check the status of your order, please visit our home page at UNEEDIT.com and click on "My account" in the menu or login with the following link:

<https://www.unedit.com/user>

Purchasing Information:

E-mail Address: kmossman@riverbank.org

Billing Address:
CITY OF RIVERBANK
MICHAEL RIDDELL
6707 THIRD STREET
RIVERBANK, CA 95367

Shipping Address:
CITY OF RIVERBANK
KIM MOSSMAN
2901 HIGH STREET
RIVERBANK, CA 95367

Billing Phone:
209-869-7128

Shipping Phone:
209-869-7128

Order Grand Total: \$319.33

Payment Method: Credit card

Order Summary:

Shipping Details:

Order #: 202649
Order Date: 06/10/2013 - 13:28
Shipping Method: Free Shipping
Products Subtotal: \$336.14
Free Shipping: \$0.00
SAVE 5% OFF PURCHASE: -\$16.81
Shipping surcharge: \$0.00

Total for this Order: \$319.33

Products on order:

**2 x Wilson Industries Welding Umbrellas Wilson Umbrellayellow Canvas
7-1/2' Dia - \$336.14 (\$168.07 each)
SKU: 146-3019284**

Where can I get help with reviewing my order?

To learn more about managing your orders on UNEEDIT.com, please visit our [help page](#).

Please note: This e-mail message is an automated notification. Please do not reply to this message.

Thanks again for shopping with us.

UNEEDIT.com

Industrial Equipment, Office Supplies & Restaurant Needs

FROM
SHIP TO

UNEEDIT.COM
2243 North Plaza Drive
Visalia, CA 93291-6485

*** PACKING SLIP ***



1120572100

City Of Riverbank
2901 High Street
Attn: Kim Mossman
Riverbank, CA 95367
(000)000-0000

SOLD TO
City Of Riverbank
2901 High Street
Attn: Kim Mossman
Riverbank, CA 95367
(000)000-0000

PAGE: 1
TYPE: SO
FOB: DPP
PLCD BY: ERIC
DATE: 06/11/13
TIME: 14:37

Order#	Your PO#	Customer#	Ship VIA	Trailer#
11205721 - 00	202649		UPS GRD COML	

Line#	Product Number	Vendor Description	Each Weight	Uom	Order Qty	Ship Qty	Unit Price Extended
-------	----------------	--------------------	-------------	-----	-----------	----------	---------------------

This Order Is Contained in the Following Carton(s):
C008253191

1* 146-3019284 WILSON INDUSTRI 8.000 EA 2 2
 WILSON UMBRELLA
 1EA YELLOW CANVAS 7-1/2' DIA
Carton #: C008253191 Qty: 2.00 EA
Discontinued product - all back orders will be cancelled.

Last Page

Total Weight: 16.00

Thank You for Your Business!!

Kim Mossman

From: info@FirstAidStore.com
Sent: Wednesday, June 12, 2013 10:47 AM
To: Kim Mossman
Subject: [POSSIBLE SPAM] Order# 144301 with FirstAidStore.com
Importance: Low

FirstAidStore.com**Questions? 877-534-7782**

Hello Michael Riddell

Thank you for shopping with us! We're very happy you decided to shop at FirstAidStore.com. Our goal is to exceed your expectations both online and offline.

A copy of your order # (144301) can be found at the bottom of this email.

For Your Information - You should receive a confirmation that your order has been shipped in the next few days, in the mean time, we wanted you to know that:

Your order may come in separate packages, but don't worry, we send from multiple locations to ensure the quickest delivery possible

You can check the status of your order, find your tracking information (please allow up to 1-5 business days), return an item and more by visiting FirstAidStore.com

We're Here to Make You Happy - Our first priority is your satisfaction so if you have any questions or concerns please contact our Customer Service team by email (info@FirstAidStore.com) or by phone (877-534-7782) between 10am - 10pm (EST) / 7am - 7pm (PST) Monday through Friday (We LOVE talking to our customers!)

Thanks Again! - As we said before, we're excited that you chose to shop with FirstAidStore.com - we have over 50,000 CPR, first aid, safety and disaster products available and we work with our vendors to bring you the best possible deals from First Aid Only, North, Genuine First Aid and over 100 other brands

Order Number: 144301**Order Date:** 6/12/2013**Reference #:****Billing Address:**

Michael Riddell
City of Riverbarkn
6707 Third Street
Riverbank, California 95367
United States

Shipping Address:

Eric Tackett
City of Riverbank
2901 High Street
Riverbank, California 95367
United States

Item Code	Description	Quantity	Unit Price	Ext. Price
740001	Deluxe First Aid & Emergency Preparedness	6	\$38.00	\$228.00

SubTotal: \$228.00

Tax: \$18.24

Shipping: \$11.77

Total: \$258.01

Thanks,

FirstAidStore.com Customer Service

Phone: 877-534-7782 (9am to 6pm EST / 6am to 5pm PST Monday through Friday)

Email: Our Friendly Customer Service Team at info@FirstAidStore.com

Website: www.FirstAidStore.com

Safe Shopping Guarantee:

FirstAidStore.com takes great pride in offering a safe and secure online shopping experience. We also respect your privacy and we're committed to protecting it.



FirstAidStore.com
877-5-FirstAid
(877-534-7782)

565 Westlake St., Bldg 100
Encinitas, California 92024
info@FirstAidStore.com
www.FirstAidStore.com
877-534-7782

Website Order #144301

6/12/2013

Billing

Address Michael Riddell
City of Riverbank
6707 Third Street
Riverbank, CA 95367
United States
Email kmossman@riverbank.org
Phone (209) 869-7128

Shipping

Address Eric Tackett
City of Riverbank
2901 High Street
Riverbank, CA
95367
United States
Method FedEx Ground

Payment

Type Visa
Amount \$258.01
Name Michael Riddell
Number XXXX-XXXX-XXXX-
Address 6707 Third Street
95367

Items

Code	Description	Qty	Unit Price	Ext. Price
740001	Deluxe First Aid & Emergency Preparedness	6	38.00	\$228.00
Special Instructions (none)				Sub Total \$228.00
				Tax \$18.24
				Shipping \$11.77
				Total \$258.01

Shipments

Pending

6/12/2013



FirstAidStore.com™
877-5-FirstAid
(877-534-7782)

FirstAidStore.com
565 Westlake St., Bldg 100
Encinitas, California 92024
877-534-7782
info@FirstAidStore.com

Pack Sheet

Shipping Order # : **140706**
Ship Via : FedEx Ground
Customer # : 106923
Contact :
Phone : 209-869-7128

Shipping Address

Eric Tackett
City of Riverbank
2901 High Street
Riverbank, CA 95367

Sales Order # : **144301**

Order Date : 6/12/2013

Terms :

Ref # :

Request Date :

Code	Description	Ordered	BO	Shipped
740001	Deluxe First Aid & Emergency Preparedness	6	0	6
Sales Order # 144301		6	0	6
Shipping Order # 140706		6	0	6



that was easy:

To reach Customer Service,
please dial 1-877-826-7755.

REFER TO THIS ORDER NO. FOR ALL INQUIRIES

CUSTOMER NO.	SHIP DATE	ORDER NO.
0001042361	6/21/13	7101968373-000002
PURCHASE ORDER NO.	RELEASE NO.	
COST CENTER	REQUISITIONER	
PUBLIC WORKS		

Staples Advantage

SHIPPING LOCATION: Stockton, CA FC

CARRIER ROUTE: FLT/COU /ST

CITY OF RIVERBANK
KIM MOSSMAN
2901 HIGH ST
RIVERBANK, CA 95367
Contact: (209) 869-7128 - KIM MOSSMAN

CITY OF RIVERBANK
6707 3RD ST
RIVERBANK, CA 95367

TOTAL PACKAGES: MULTI

PAGE: 1

SPECIAL INSTRUCTIONS

① 119-442.000.705.040

Line	ITEM NUMBER	ITEM / MODEL DESCRIPTION / NUMBER	UNIT of MEAS	QTY ORDERED	QTY SHIPPED	B/O qty	Your Price	Extended Amount
1	177047	① ✓ FUJI FINEPIX T550 DIG CAM BLK /FPT550BLK Material Safety Data Sheets (MSDS) may be found by visiting http://sds.staples.com/msds/177047.pdf We are shipping this item direct to you from our supplier.	EA	1	0	1	139.95	.00 Back Order
2	674392	① ✓ SANDISK 4GB SD HC MEMORY CARD /SDSDB-004G-A46	EA	1	1	0	20.49	20.49
3	801789	① ✓ CASE LOGIC SLDC-201 BLACK BAG /SLDC-201	EA	1	1	0	15.09	15.09
4	325148	② ✓ TZE-FX231 12MM BLKONWHT FLEXID/TZe-FX231	EA	2	2	0	19.99	39.98
5	325147	② ✓ TZE-FX631 12MM BLK ON YW FLXID/TZe-FX631	EA	1	1	0	19.99	19.99
6	756743	② SMART-SIZE PACKAGING /756743	EA	1	1	0		.00
Merchandise Total.....								95.55
Delivery.....								.00
Tax.....								7.29

② 114-433.000.703.025



that was easy:

Next
& Previous

Check your order status online by
selecting My Order Status from the
My Orders drop down.

PAYMENT METHOD:

TOTAL VALUE
OF ORDER: 102.84

0016

004

002

Thank You For Your Order! Staples, Inc.

THIS IS NOT AN INVOICE



that was easy:

To reach Customer Service,
please dial 1-877-826-7755.

REFER TO THIS ORDER NO. FOR ALL INQUIRIES		
CUSTOMER NO.	SHIP DATE	ORDER NO.
0001042361	6/21/13	7101968373-000002
PURCHASE ORDER NO.		RELEASE NO.
COST CENTER		REQUISITIONER
PUBLIC WORKS		

Staples Advantage

SHIPPING LOCATION: Stockton, CA FC

CARRIER ROUTE: FLT/COU /ST

CITY OF RIVERBANK
KIM MOSSMAN
2901 HIGH ST
RIVERBANK, CA 95367
Contact: (209) 869-7128 - KIM MOSSMAN

CITY OF RIVERBANK
6707 3RD ST
RIVERBANK, CA 95367

TOTAL PACKAGES: MULTI

PAGE: 1

SPECIAL INSTRUCTIONS

Line	ITEM NUMBER	ITEM / MODEL DESCRIPTION / NUMBER	UNIT of MEAS	QTY ORDERED	QTY SHIPPED	B/O qty	Your Price	Extended Amount
1	177047	FUJI FINEPIX T550 DIG CAM BLK /FPT550BLK	EA	1	0	1	139.95	.00
Material Safety Data Sheets (MSDS) may be found by visiting http://sds.staples.com/msds/177047.pdf We are shipping this item direct to you from our supplier.								
2	674392	SANDISK 4GB SD HC MEMORY CARD /SDSDB-004G-A46	EA	1	1	0	20.49	20.49
3	801789	CASE LOGIC SLDC-201 BLACK BAG /SLDC-201	EA	1	1	0	15.09	15.09
4	325148	TZE-FX231 12MM BLKONWHT FLEXID/TZe-FX231	EA	2	2	0	19.99	39.98
5	325147	TZE-FX631 12MM BLK ON YW FLXID/TZe-FX631	EA	1	1	0	19.99	19.99
6	756743	SMART-SIZE PACKAGING /756743	EA	1	1	0		.00
Merchandise Total.....								95.55
Delivery.....								.00
Tax.....								7.29



Check your order status online by
selecting My Order Status from the
My Orders drop down.

PAYMENT METHOD:

TOTAL VALUE
OF ORDER: 102.84

STAPLES ADVANTAGE4510 ALITALIA AVENUE
STOCKTON CA 95206

SHIP TO

CITY OF RIVERBANK
2901 HIGH ST

RIVERBANK

CA 95367

U3UYHT 06/21/2013
477GXVF
ORDER#: 7101968373-000-002
CUSTOMER PO#:
PO RELEASE#:
DELIVER TO: KIM MOSSMAN
PHONE: (000)0000000

FLT COUST

REF#:7101968373-000-002

UTD WRAP & LABEL ORDER

Item Number Ordered As	Description	UM	Quantity		Unit Price	Price
			Ord	Ship		
CLG SLDC-201	CASE,CAMERA,COMPACT,BK 003000	EA	1	1		

THANK YOU FOR YOUR ORDER

SEE REVERSE SIDE

FOR RETURNS INFORMATION

PAGE NO:
LAST PAGE:1
1

PL INSIDE

Items should be returned after obtaining a Return Authorization...

- With this Packing List
- To the Return Address noted on the front of the form
- Free from markings
- In the original carton and packaging

SHIP TO:
CITY OF RIVERBANK
KIM MOSSMAN
2901 HIGH ST
RIVERBANK CA 95367

Thank You

SHIP FROM:
STAPLES NSP FGT COLLECT
PO BOX 102409
Columbia SC 29224

QTY	BO	ITEM #	UPC	DESCRIPTION
1	0	FPT550BLK	0074101017861	FinePix T550 16MP 12 X Black

CARTON SUMMARY

CARTON #

TRACK #

1

1Z51V2520348116913

Shipped FghtColl	Dept DS	Cust. PO# MR9703	SlsPrsn HY1	Dept CPD	Appr			
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KIM MOSSMAN*

PgPes: 1 SA: Hbg Auth:
TtlPes: 1 Wght: .7 lbs - @ 18:58
VPM: SOLIS

Complete receipt acknowledged. All Shorta



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343



CITY OF RIVERBANK

ACCOUNT NUMBER	7-5712
STATEMENT DATE	06-24-13
TOTAL ACTIVITY	\$ 153.00

000012237 1 AT 0.384 106481175467679 P

DEBORAH OLSON
CITY OF RIVERBANK LRA
6707 THIRD STREET
RIVERBANK CA 95367-2305

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

As of May 31, 2013 U.S. Bank National Association ND is merging into U.S. Bank National Association. This merger will have no effect upon the services you receive from U.S. Bank.

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Card#

Approver

Date

7/10/13

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
06-13	06-11	EL ROSAL #9 RIVERBANK CA	24223693163980009831875	5812	127.00
06-24	06-21	PAPERLESS POST 212-242-1234 NY PUR ID: 22658190 TAX: 0.00	24323003172602226581907	5943	26.00

197-430-000-702-032 - \$127.00 (LAC)

197-430-000-702-053 - \$26.00 (Pres)

Default Accounting Code:

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER -5712		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION ND P.O. BOX 6335 FARGO, ND 58125-6335	06-24-13	\$.00	PREVIOUS BALANCE	\$.00
			PURCHASES & OTHER CHARGES	\$153.00
			CASH ADVANCES	\$.00
			CASH ADVANCE FEE	\$.00
			CREDITS	\$.00
		AMOUNT DUE \$ 0.00 DO NOT REMIT	TOTAL ACTIVITY	\$153.00



Order: #1970763

Paperless Post

151 West 25th Street, 9th Floor
New York, NY 10001
help@paperlesspost.com
www.paperlesspost.com

Billing Information

Cardholder: Debbie Olson
Card type: Visa
Ends with: 5712
Expires: 12/2013

Paid on June 21st, 2013

300 Coins

Quantity: 1

Price: \$26.00

Subtotal: \$26.00

Total: \$26.00

Jaime
6060-4292
Tues 6/11 @ 5pm

12 Beef w/ red sauce

12 chick w/ green

Rice Beans

reg Green Salad

Tues 6/11 @ 5pm

ALTA EL ROSAL 9

Authentic Mexican Cuisine & Cocktails
2542 PATTERSON RD
RIVERBANK, CA. 95367

IN 4:09:54 CHECK#T001/89371

OUT 4:34:58 DATE 6/11/2013

WAITER CRISTAL ROOM 2

GUEST# 1 TABLE 102

UNITS	DESCRIPTION	PRICE	SUBTOTAL
1	SPECIAL ORDER	118.00	118.00
SUBTOTAL			118.00
7.625			870.25
DUE			127.00
