



AGENDA
REGULAR CITY COUNCIL MEETING
WEDNESDAY NOVEMBER 9, 2011
7:00 PM REGULAR SESSION
City Council Chambers, City Hall, 201 W. Sierra Avenue

The Cotati City Council welcomes you to its meetings that are generally scheduled for the 2nd and 4th Wednesday of every month. Your interest and participation are encouraged and appreciated.

City Council meeting agendas, minutes and audio recordings (podcast) are posted on the City's website at www.ci.cotati.ca.us. For questions about the agenda or to receive the City Council Agenda by e-mail, contact the Deputy City Clerk at ttaylor@ci.cotati.ca.us or 707-665-3622.

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda.

Any writings or documents provided to a majority of the Cotati City Council regarding any item on this agenda will be made available for public inspection in the City Manager's office located at 201 West Sierra Avenue, Cotati, California, during normal business hours.

Disabled Accommodation: Upon request, this agenda will be made available in appropriate formats to persons with disabilities as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the Deputy City Clerk at (707) 665-3622 at least 48 hours in advance of the meeting.

Waiver Warning: If you challenge decisions/direction of the City Council of the City of Cotati in court, you may be limited to raising only those issues you or someone else raised at public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Cotati at, or prior to, the public hearing(s).

Those wishing to address the Council are asked to complete a speaker card and give it to the Deputy City Clerk. Please limit comments to three minutes or as the Mayor directs. When you are called, step to the podium and state your name and address for the record. Persons wishing to address the Council are not required to identify themselves (Gov't. Code § 54953.3); however, this information assists the Mayor by ensuring that all persons wishing to address the Council are recognized and it assists the Deputy City Clerk in preparing the City Council meeting minutes.

7:00 PM REGULAR SESSION

CALL TO ORDER OF REGULAR CITY COUNCIL MEETING

ROLL CALL

PLEDGE OF ALLEGIANCE

- 1. APPROVAL OF MINUTES OF OCTOBER 26, 2011 REGULAR MEETING AND NOTICE OF WAIVING OF READING OF ALL RESOLUTIONS AND ORDINANCES INTRODUCED AND/OR ADOPTED UNDER THIS AGENDA (City Manager) (Action)**

ANNOUNCEMENTS

The Cotati Historical Society Museum is open regularly on Saturdays from 1:00 – 4:00 p.m. and the 2nd Wednesday of each month from 5:30-8:30 p.m. For more information call 707-794-0304.

HONORARY MAYOR

Samuel Randall of Phoenix High School

SONOMA STATE UNIVERSITY REPRESENTATIVE REPORT

Collin Yballa, Sonoma State University Associated Students Vice President of Finance

PRESENTATIONS

David Rabbitt, Sonoma County Supervisor 2nd District will present a report to the Council

Cotati Creek Critters will present a report on current activities to the City Council

CITY MANAGER'S REPORT

APPROVAL OF FINAL AGENDA

CITIZEN BUSINESS

Any member of the public wishing to speak to the Council on any item or items listed on the Consent Calendar or any item or items not listed on the agenda that are within the subject matter jurisdiction of the Council may do so at this time. Pursuant to the Brown Act, the Council is not allowed to consider issues or take action on any item not listed on the agenda during this period. Comments of any member of the public are normally restricted to a total of three (3) minutes in length per person for matters not on the agenda and a total of three (3) minutes per person in length for items on the Consent Calendar.

DIRECTION ON FUTURE AGENDA ITEMS

CONSENT CALENDAR

2. ADOPTION OF AN ORDINANCE AMENDING SECTION 9.36 PROHIBITING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY AND ON PRIVATE PROPERTY WITHOUT THE OWNER'S CONSENT (City Manager) (Action)

It is recommended that the City Council adopt a previously introduced ordinance to prohibit the consumption of alcoholic beverages on public property and on private property without the owner's consent.

REGULAR AGENDA (NO ITEMS)

PUBLIC HEARING

3. INTRODUCTION OF AN ORDINANCE AMENDING AND RENUMBERING CHAPTER 2.32, PERSONNEL, OF THE COTATI MUNICIPAL CODE (Administrative Services) (Action)

It is recommended that the City Council introduce an Ordinance Amending and Renumbering Chapter 2.32 of the Cotati Municipal Code Relating to Personnel

ADJOURNMENT OF REGULAR MEETING OF THE CITY COUNCIL AND CALL TO ORDER OF JOINT MEETING OF CITY COUNCIL AND COTATI COMMUNITY REDEVELOPMENT AGENCY BOARD OF DIRECTORS

CONSENT CALENDAR (JOINT MEETING)

The following items listed on the Consent Calendar are considered routine in nature and require little or no further discussion by the Council, public or applicant and action may be taken by the City Council by a single motion. Unless already having done so under Citizen Business, any member of the public may comment at this time on items on this Consent Calendar prior to the Council's consideration of the Consent Calendar. Comments on the Consent Calendar are normally restricted to a total of three (3) minutes in length per person. Any member of the Council may request that any listed item be removed from the Consent Calendar. That item shall be placed on the Regular Agenda section of the Council meeting and considered by the Council as other matters on the Regular Agenda portion of the Agenda.

**4. WARRANTS AND AUDITED CLAIMS OCTOBER 13, 2011 – OCTOBER 26, 2011
(Administrative Services) (Action)**

This motion receives and files the warrants and audited claims (the A/P Check Registers) as submitted.

ADJOURNMENT OF JOINT MEETING; RECONVENING OF REGULAR MEETING OF CITY COUNCIL

CITY COUNCIL REPORTS (Discussion)

ADJOURNMENT

Certification of Posting of the Agenda: I declare under penalty of perjury that I am employed by the City of Cotati and that I posted this agenda on the bulletin boards of City Hall, Veterans' Memorial Building and the U.S. Post Office on or before November 4, 2011.

/s/ Tamara Taylor, Deputy City Clerk



**MINUTES
REGULAR CITY COUNCIL MEETING
WEDNESDAY OCTOBER 26, 2011
7:00 PM REGULAR SESSION
City Council Chambers, City Hall, 201 W. Sierra Avenue**

7:00 PM REGULAR SESSION

CALL TO ORDER OF REGULAR CITY COUNCIL MEETING

Mayor Orchard called the meeting to order at 7:00 p.m.

ROLL CALL

Councilmembers present: Dell'Osso, and Gilardi, Vice Mayor Harvey and Mayor Orchard.
(Councilmember Landman absent).

Staff present:, Director of Administrative Services Jone Hayes, Assistant to the City Manager Marsha Sue Lustig, City Engineer/Director of Public Works Damien O'Bid, Police Chief Michael Parish, City Attorney Rich Rudnansky, Deputy City Clerk Tamara Taylor and City Manager Dianne Thompson.

PLEDGE OF ALLEGIANCE

Mayor Orchard led the pledge of allegiance.

1. APPROVAL OF MINUTES OF OCTOBER 12, 2011 REGULAR MEETING AND NOTICE OF WAIVING OF READING OF ALL RESOLUTIONS AND ORDINANCES INTRODUCED AND/OR ADOPTED UNDER THIS AGENDA (City Manager) (Action)

Moved by Councilmember Dell'Osso, seconded by Vice Mayor Susan Harvey and passed 4-0-1 (Councilmember Landman absent) to approve the minutes of the October 12, 2011 Regular meeting as presented and to waive reading of all resolutions and ordinances introduced and/or adopted under this agenda.

ANNOUNCEMENTS

iGrow Sonoma is sponsoring 'Growing Together', a Sonoma County Community Garden Summit on Saturday November 5 from 1 to 5 pm at the First Methodist Church located at 1551 Montgomery Avenue in Santa Rosa. The purpose of the summit is to help strengthen the community garden movement in Sonoma County. More information about the summit and about how to become involved in a community garden can be found on the web at igrowsonoma.org.

The Cotati Historical Society Museum is open regularly on Saturdays from 1:00 – 4:00 p.m. and the 2nd Wednesday of each month from 5:30-8:30 p.m. The Historical Society is sponsoring a History Night on Thursday October 27 at 7:00 p.m. in the Cotati Room at the Ray Miller Community Center. Admission is free to this annual event. For more information call 707-794-0304.

The Rohnert Park-Cotati library has a number of regular and special programs in October including storytimes for children, and a pumpkin carving contest for teens. For adults there is a Master Gardeners presentation and a book discussion group. For details and information on all the programs call the library at 584-9121 or visit their website at sonomalibrary.org.

The Cotati-Rohnert Park Unified School District will be conducting a Town Hall meeting at 7:00 p.m. on November 15th to discuss 1990 Bond Measure and Facilities. For more information see www.crpud.org.

HONORARY MAYOR

Justin Littleton of Rancho Cotati High School provided a verbal report to the Council. Mayor Orchard presented him with a certificate of commendation and a City pin.

SONOMA STATE UNIVERSITY REPRESENTATIVE REPORT

Collin Yballa, Sonoma State University Associated Students Vice President of Finance provided a verbal report to the Council.

CITY MANAGER'S REPORT

City Manager Dianne Thompson reported on Police Department activity and provided updates on the Charles Street ADA improvement project, the CalTrans Commerce Boulevard improvement project and the City's bond rating..

APPROVAL OF FINAL AGENDA

No changes.

CITIZEN BUSINESS

The following individuals addressed the Council:

Louis Callas (opposed to roundabouts)

Rick Stewart (regarding alternatives for Old Redwood Highway)

Janet Gingher (regarding restrictions placed on Spanky's bar)

Greg Karraker (regarding the Old Redwood Highway project)

George Barich (regarding speaker time limits, newspaper display at City Hall and rules of decorum) and requested that item no. 2 on the Consent calendar (adoption of Revenue ordinances) be pulled for discussion.

Roileen Miller (regarding roundabouts and the United Nations flag, alternative to Old Redwood Highway project)

Neville Hormuz (opposed to roundabouts, regarding Old Redwood Highway alternatives, expressed concern about the City Manager)

Kathryn Wickstrom (regarding roundabouts and pedestrian safety)

Kent Fossgreen (opposed to roundabouts, expressed concern about the City Manager)

Patty Minnis (opposed to roundabouts; expressed concern about the City Manager)

Mayor Orchard commented briefly about statements made during Citizen Business.

DIRECTION ON FUTURE AGENDA ITEMS

None.

CONSENT CALENDAR

Moved by Vice Mayor Susan Harvey, seconded by Councilmember Gilardi and passed 4-0-1 (Councilmember Landman absent) to approve item 2 on the Consent Calendar.

2. ADOPTION OF TWO ORDINANCES AMENDING TITLE 3 – REVENUE AND FINANCE OF THE COTATI MUNICIPAL CODE, SECTIONS 3.28 AND 3.08 (Administrative Services) (Action)

Ordinance number 832 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI AMENDING SECTION 3.28 OF THE COTATI MUNICIPAL CODE RELATING TO CLAIMS AGAINST THE CITY; and

Ordinance No. 833 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI AMENDING SECTION 3.08 OF THE COTATI MUNICIPAL CODE RELATING TO DOCUMENTARY TRANSFER TAX

REGULAR AGENDA (NO ITEMS)

PUBLIC HEARING

3. INTRODUCTION OF AN ORDINANCE AMENDING SECTION 9.36 PROHIBITING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY AND ON PRIVATE PROPERTY WITHOUT THE OWNER'S CONSENT (City Manager) (Action)

Marsha Sue Lustig, Assistant to the City Manager, presented the staff report.

Mayor Orchard opened the public hearing. The following individuals commented;

George Barich (opposed)

Greg Karraker (questioned locations affected by the ordinance)

Louis Callas (opposed)

There being no one else wishing to speak, Mayor Orchard closed the public hearing.

Chief Parish described the proposal and responded to questions from the Council.

Discussion ensued.

Moved by Councilmember Gilardi, seconded by Vice Mayor Susan Harvey and passed 4-0-1 (Councilmember Landman absent) introduce an ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI AMENDING SECTION 9.36, PROHIBITING CONSUMPTION OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY AND ON PRIVATE PROPERTY WITHOUT THE OWNER'S CONSENT

ADJOURNMENT OF REGULAR MEETING OF THE CITY COUNCIL AND CALL TO ORDER OF JOINT MEETING OF CITY COUNCIL AND COTATI COMMUNITY REDEVELOPMENT AGENCY BOARD OF DIRECTORS

Mayor Orchard adjourned the Regular meeting at and called to order the Joint meeting 8:00 p.m.

CONSENT CALENDAR (JOINT MEETING)

Moved by Councilmember Gilardi, seconded by Vice Mayor Susan Harvey and passed 4-0-1 (Councilmember Landman absent) to approve item 2 on the Joint Consent Calendar.

4. WARRANTS AND AUDITED CLAIMS SEPTEMBER 29, 2011 – OCTOBER 12, 2011 (Administrative Services) (Action)

This motion receives and files the warrants and audited claims (the A/P Check Registers) as submitted.

ADJOURNMENT OF JOINT MEETING; RECONVENING OF REGULAR MEETING OF CITY COUNCIL

Mayor Orchard adjourned the Joint meeting and reconvened the Regular meeting at 8:01 p.m.

CITY COUNCIL REPORTS (Discussion)

Councilmembers reported on recent and upcoming activities, including reports from meetings attended at City expense.

ADJOURNMENT

Mayor Orchard adjourned the meeting at 8:07 p.m.

Respectfully submitted,

Tamara Taylor, Deputy City Clerk

City Council Agenda Consent Calendar

Subject: Adoption of an Ordinance Amending Section 9.36 Prohibiting the Consumption of Alcoholic Beverages on Public Property and on Private Property Without the Owner's Consent

Date: November 9, 2011

Written by: Marsha Sue Lustig, Assistant to the City Manager

Recommendation

It is recommended that the City Council adopt an ordinance to prohibit the consumption of alcoholic beverages on public property and on private property without the owner's consent.

Background

At its Regular meeting on October 12, 2011, the Cotati City Council introduced an ordinance to prohibit the consumption of alcoholic beverages on public property and on private property without the owner's consent.

Analysis/Discussion

This ordinance is being presented as part of the City of Cotati's strategy to ensure a vibrant and diverse economy. The ordinance will help keep the streets and parks more attractive to citizens, visitors and potential new businesses.

Financial Considerations

N/A

Environmental Issues

N/A

Attachment:

1. Proposed ordinance

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI
AMENDING SECTION 9.36, PROHIBITING CONSUMPTION OF ALCOHOLIC
BEVERAGES ON PUBLIC PROPERTY AND ON PRIVATE PROPERTY
WITHOUT THE OWNER'S CONSENT**

WHEREAS, the City of Cotati ("City") has experienced and continues to experience a high volume of calls to its Police Department related to the consumption of alcoholic beverages at businesses and in the public right-of-ways throughout the City; and

WHEREAS, the majority of the incidents which the Police Department responds to are nuisance activities such as public inebriation, fights and other violence, driving under the influence of alcohol, littering, loitering, noise, and vandalism; and

WHEREAS, the City Council finds that these behaviors impact the health, safety, and general welfare in surrounding areas including residential neighborhoods and nearby businesses; and

WHEREAS, the City wishes to reduce the number of nuisance calls to which the Police Department responds.

NOW, THEREFORE, the City Council of the City of Cotati does ordain as follows:

SECTION 1. Section 9.36 of the City of Cotati Municipal Code is amended as follows:

Chapter 9.36 - CONDUCT IN PARKS, PLAZAS, STREETS AND SIDEWALKS AND OTHER PLACES

SECTION 2. Section 9.36.100 is deleted and replaced as follows:

9.36.100 – Ban on Consumption of Alcoholic Beverages in Certain Locations

(A) Definition

As used in this Chapter:

"Alcoholic beverage" includes alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume, and which is capable of human consumption either alone, when diluted, mixed, or combined with other substances and sales that requires a State Department of Alcoholic Beverage Control license.

(B) Prohibition on Consumption – The purpose of this ordinance is to prohibit the consumption of alcoholic beverages in public.

(1) No person shall consume any alcoholic beverage on any public highway, road, street, alley, lane, way, sidewalk, parking lot, park, or other public place. For purposes of this section, possession of any can, bottle, or other receptacle containing any alcoholic beverage which has been opened, or seal broken, and the contents of which has been partially removed, or with any other indicia of consumption, shall be prima facie evidence of a violation of this section;

(2). On private property which is intended for public use and open to the public without first having secured the express permission of the owner, the owner’s agent, or the person in lawful possession of the property;

(3) On the posted premises of, including the posted parking lot immediately adjacent to, any retail package off-sale alcoholic beverage licensee licensed pursuant to Division 9 (commencing with Section 23000) of the Business and Professions Code of California, or on any public sidewalk immediately adjacent to the licensed and posed premises. Visible notices shall be posted on the premises of each retail package off-sale alcoholic beverage licensee and on the parking lot and the public sidewalk immediately adjacent to the licensed premises indicating that the provisions of this subsection are applicable; or

(4) In any public park, parkway, playground, any building, recreation center, recreation area, or any parking lot adjacent to any of the foregoing recreation facilities owned, leased or under the control of the City of Cotati, unless such person has obtained a permit for consumption of alcoholic beverages from the City of Cotati.

(C) Penalties

Violation of this Section is considered an infraction.

SECTION 3. Environmental Determination. The City Council finds that this ordinance is not subject to the California Environmental Quality Act (“CEQA”) because the ordinance is not a project within the meaning of Section 15378 of the State CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations) for it has no potential for resulting in physical change in the environment, directly or ultimately, the ordinance is categorically exempt for CEQA under Section 15308 as a regulatory action taken by the City pursuant to its police power authorized in Article XI, Section 7 of the California Constitution to assure the health, safety and welfare of the City, and the Ordinance is not subject to CEQA under the general rule CEQA applies only to projects which have the potential for causing a significant effect of the environment, either directly or indirectly.

SECTION 4. Severability. If any section, subsection, sentence, clause or phrase or work in this ordinance is for any reason held to be unconstitutional, unlawful or otherwise invalid by a court of competent jurisdiction, such decision shall not affect the validity of

the remaining portions of this ordinance. The City Council hereby declares that it would have passes and adopted this ordinance and each and all provisions thereof irrespective of the fact that any one or more of said provisions may be declared unconstitutional, unlawful or otherwise invalid.

SECTION 5. Effective Date. This ordinance shall take effect thirty (30) days from its passage. Before the expiration of fifteen (15) days after its passage, this ordinance, or a summary thereof, as provided in California Government Code Section 36933, shall be published at least once in a newspaper of general circulation published and circulated in the City of Cotati.

IT IS HEREBY CERTIFIED that the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Cotati, on the 26th day of October 2011, and legally adopted on the 9th day of November 2011, by the following vote, to wit:

DELL'OSSO _____
GILARDI _____
HARVEY _____
LANDMAN _____
ORCHARD _____

APPROVED: _____
Mayor Janet Orchard

ATTEST: _____
Tamara Taylor, Deputy City Clerk

APPROVED AS TO FORM _____
Rich Rudnansky, City Attorney

Certificate of the City Clerk
Required by California Government Code §40806

This document is a true and correct copy of City of Cotati Ordinance number _____ and has been published or posted pursuant to law.

Tamara Taylor, Deputy City Clerk

City Council Agenda Public Hearing

Subject: Introduction of an Ordinance Amending and Renumbering Chapter 2.32, Personnel, of the Cotati Municipal Code

Date: November 9, 2011

Written by: Jone Hayes, Director of Administrative Services

Recommendation

It is recommended that the City Council introduce an Ordinance Amending and Renumbering Chapter 2.32 of the Cotati Municipal Code Relating to Personnel.

Background

On November 6, 1973 the City Council of the City of Cotati adopted Ordinance 182 which established a Personnel System and set forth guidelines for the administration thereof. One of the provisions of the ordinance was that the City adopt Personnel Rules by resolution. The first Personnel Rule resolution was adopted in 1977 and has subsequently been revised and amended eleven times.

During the same period, the City Council also adopted several Ordinances which amended this chapter of the Cotati Municipal Code. At some point, policies, rules and regulations began to routinely be established by resolution only, with the associated updating of the Municipal Code not completed. At this time Chapter 2.32 is significantly outdated.

Analysis/Discussion

The City feels that it is more efficient and appropriate to utilize resolutions to define Personnel rules, policies and procedures and is desirous of eliminating the need to update the Municipal Code each time there is a revision. Additionally, there is an established process for routinely updating the Personnel Rules and reviewing changes with the impacted employee bargaining units.

The proposed ordinance removes outdated language, updates legal requirements and adds reference to the Personnel Rules for all sections for which current regulations, policies and practices are currently defined in the existing rules.

Financial Considerations

None.

Environmental Issues

None.

Attachments:

1. Proposed Ordinance - Clean
2. Proposed Ordinance - Redlined

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI
AMENDING AND RENUMBERING CHAPTER 2.32 OF THE
COTATI MUNICIPAL CODE RELATING TO PERSONNEL**

WHEREAS, the City Council is authorized under the provisions of Ordinance 182 to adopt rules and regulations for the administration of the personnel system created in said Ordinance;

WHEREAS, the City Council has subsequently adopted the following resolutions:

- Resolution 77-59, Personnel System Rules and Regulations of the City of Cotati
- Resolution 78-5 Amending Rule XIV Rules of Appeal to Personnel Board
- Resolution 79-29 Assumption by the City Council of the Duties of the Personnel Board
- Resolution 82-62 To Provide for a Six Month Probationary Period for Non-Safety Employees
- Resolution 82-66, To Provide for a Twenty-four Month Probationary Period for Safety Personnel
- Resolution 96-15 Amending the Personnel System Rules and Regulations
- Resolution 96-30 Amending the Personnel System Rules and Regulations
- Resolution 97-01 Amending the Personnel System Rules and Regulations
- Resolution 97-71 Amending the Personnel System Rules and Regulations
- Resolution 06-75 Repealing and Superseding Resolution Nos. 77-59, 78-5, 79-29, 82-62, 82-66, 96-30 and 97-71, Establishing the Personnel Rules of the City of Cotati
- Resolution 2009-57 Repealing and Superseding Resolution No. 06-75 Establishing the Personnel Rules of the City of Cotati; and,

WHEREAS, the City Council has also adopted the following ordinances:

- Ordinance 284 Amending the Personnel Ordinance to Effect the Assumption by the City Council of the Duties of the Personnel Board
- Ordinance 343 Amending Chapter 2.32.090 of the Municipal Code Providing for a Probationary Period of Six Months for Non-Safety Personnel
- Ordinance 347 Amending Chapter 2.32.090 of the Municipal Code Providing for a Probationary Period of Twenty-four Months for Safety Personnel; and,

WHEREAS, it has been determined that certain sections of the Municipal Code Chapter 2.32 are outdated and require revision to accurately reflect current City practices, recommended policies, practices and procedures and legal requirements; and,

WHEREAS, it has been determined that certain sections of the adopted Personnel Rules Resolution conflicts with Municipal Code sections established with the Ordinances above; and,

WHEREAS, the Personnel Rules Resolution is a more appropriate document for defining the City’s personnel system and the City has implemented, and is desirous of maintaining, the practice of routinely updating the Resolution and reviewing with City employees;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COTATI DOES ORDAIN AS FOLLOWS:

SECTION 1.

Section 2.32.010 - Definitions is deleted.

Section 2.32.040 - Personnel Officer designated-Powers and duties is amended to read as follows:

- A. Administer all the provisions of this chapter and of the personel rules not specifically reserved for the City Council.
- B. Prepare and recommend to the City Council personnel rules, and revisions and amendments to such rules.
- C. Prepare or cause to be prepared a position classification plan, including class specifications, and revisions of the plan. The plan, and any revisions thereof, shall become effective upon approval by the City Council.
- D. Provide for the publishing or posting of notice of open positions, the receiving of applications therefore, and the conducting of interviews and grading of tests as required, and the appointment to the appropriate position.
- E. Prepare a plan of compensation, and revisions thereof, covering all classifications. The plan, and any provisions thereof, shall become effective upon approval by the council.
- F. Consult with appropriate supervisory personnel during the personnel selection process.

Section 2.32.050 – City Council powers and duties is deleted.

Section 2.32.080 – Appointments is amended to read as follows:

Appointments to vacant positions shall be made in accordance with the Personnel Rules.

Section 2.32.090 – Discrimination prohibited is amended to read as follow:

The Personnel Rules shall contain a policy prohibiting discrimination and harassmt based on protected classification.

Section 2.32.100 – Probationary Period is amended to read as follows:

All regular appointments, including promotional appointments, shall be subject to a probationary period of six months or longer as determined by, and in accordance with, the Personnel Rules.

An employee rejected during the probationary period from a position to which he/she has been promoted shall be reinstated to the previous position unless he is discharged in the manner provided in the Personnel Rules.

Section 2.32.140 – Demotion, dismissal, reduction in pay and suspension conditions is amended to add as follows:

Any demotion, dismissal, reduction in pay or suspension shall be made in accordance with the Personnel Rules

Section 2.32.150 – Lay-Off and Re-Employment

Whenever in the judgment of the City Council it becomes necessary in the interest of economy, or because the necessity for a position no longer exists, the City Council may abolish or reduce any position or employment in the competitive service; and the employee holding such position for employment may be laid off without taking disciplinary action and without the right of appeal.

Layoffs and re-employment shall be made in accordance with the Personnel Rules.

Section 2.32.160 - Termination is amended to read as follows:

Terminations shall be made in accordance with the Personnel Rules.

Section 2.32.170 - Right of Appeal is amended to read as follows:

All appeals shall be processed in accordance with the requirements and procedures as set forth in the Personnel Rules.

Sections 2.32.010 through 2.32.180 are renumbered as follows:

- 2.32.010–Personnel system adopted-Purpose
- 2.32.020–Rules and regulations
- 2.32.030–Personnel officer designated-Powers and duties
- 2.32.040-Exceptions to Chapter applicability
- 2.32.050–Status of present employees
- 2.32.060–Appointment Procedures
- 2.32.070–Discrimination prohibited
- 2.32.080–Probationary period
- 2.32.090–Attendance and leave provisions
- 2.32.100–Contracts for special services
- 2.32.110–Appropriation of funds
- 2.32.120-Demotion, dismissal, reduction in pay and suspension conditions
- 2.32.130-Layoff and reemployment
- 2.32.140-Termination

- 2.32.150-Right of appeal
- 2.32.160-Prohibited political activities
- 2.32.170-Permitted political activities
- 2.32.180-Solicitation of contributions permitted

SECTION 2: Severability. The provisions of this chapter are hereby declared to be severable. If any provision, clause, word, sentence, or paragraph of this chapter or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this Chapter.

SECTION 3: Effective Date. This ordinance shall take effect on the 31st day following its adoption.

IT IS HEREBY CERTIFIED that the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Cotati on the 9th day of November, 2011 by the following vote, to wit:

DELL'OSSO	_____
GILARDI	_____
HARVEY	_____
LANDMAN	_____
ORCHARD	_____

Approved: _____
 Janet Orchard, Mayor

Attest: _____
 Tamara Taylor, Deputy City Clerk

Approved as to form:

 Rich Rudnansky, City Attorney

Certificate of the City Clerk
Required by California Government Code §40806

This document is a true and correct copy of City of Cotati Ordinance number _____ and has been published or posted pursuant to law.

Tamara Taylor, Deputy City Clerk

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COTATI
AMENDING AND RENUMBERING CHAPTER 2.32 OF THE
COTATI MUNICIPAL CODE RELATING TO PERSONNEL**

WHEREAS, the City Council is authorized under the provisions of Ordinance 182 to adopt rules and regulations for the administration of the personnel system created in said Ordinance;

WHEREAS, the City Council has subsequently adopted the following resolutions:

- Resolution 77-59, Personnel System Rules and Regulations of the City of Cotati
- Resolution 78-5 Amending Rule XIV Rules of Appeal to Personnel Board
- Resolution 79-29 Assumption by the City Council of the Duties of the Personnel Board
- Resolution 82-62 To Provide for a Six Month Probationary Period for Non-Safety Employees
- Resolution 82-66, To Provide for a Twenty-four Month Probationary Period for Safety Personnel
- Resolution 96-15 Amending the Personnel System Rules and Regulations
- Resolution 96-30 Amending the Personnel System Rules and Regulations
- Resolution 97-01 Amending the Personnel System Rules and Regulations
- Resolution 97-71 Amending the Personnel System Rules and Regulations
- Resolution 06-75 Repealing and Superseding Resolution Nos. 77-59, 78-5, 79-29, 82-62, 82-66, 96-30 and 97-71, Establishing the Personnel Rules of the City of Cotati
- Resolution 2009-57 Repealing and Superseding Resolution No. 06-75 Establishing the Personnel Rules of the City of Cotati; and,

WHEREAS, the City Council has also adopted the following ordinances:

- Ordinance 284 Amending the Personnel Ordinance to Effect the Assumption by the City Council of the Duties of the Personnel Board
- Ordinance 343 Amending Chapter 2.32.090 of the Municipal Code Providing for a Probationary Period of Six Months for Non-Safety Personnel
- Ordinance 347 Amending Chapter 2.32.090 of the Municipal Code Providing for a Probationary Period of Twenty-four Months for Safety Personnel; and,

WHEREAS, it has been determined that certain sections of the Municipal Code Chapter 2.32 are outdated and require revision to accurately reflect current City practices, recommended policies, practices and procedures and legal requirements; and,

WHEREAS, it has been determined that certain sections of the adopted Personnel Rule Resolutions conflict with Municipal Code sections established with the Ordinances above; and,

WHEREAS, the Personnel Rules Resolution is a more appropriate document for defining the City's personnel system and the City has implemented, and is desirous of maintaining, the practice of routinely updating the Resolution and reviewing with City employees;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COTATI DOES ORDAIN AS FOLLOWS:

SECTION 1.

Section 2.32.010 Definitions is deleted.

Section 2.32.040 Personnel Officer designated-Powers and duties is amended to read as follows:

- ~~A. Attend all meetings of the city council, as required by this chapter, and serve as its secretary.~~
- A. ~~B.~~ Administer all the provisions of this chapter and of the personel rules not specifically reserved for the City Council.
- B. ~~C.~~ Prepare and recommend to the City Council personnel rules, and revisions and amendments to such rules.
- C. ~~D.~~ Prepare or cause to be prepared a position classification plan, including class specifications, and revisions of the plan. The plan, and any revisions thereof, shall become effective upon approval by the City Council.
- ~~C.D.~~ E Provide for the publishing or posting of notice of ~~tests for~~ open positions, ~~in the competitive service~~, the receiving of applications therefore, and the conducting of **interviews** and grading of tests **as required**, ~~the certification to the appointing power of a list of all persons eligible for appointment to the appropriate position in the competitive service~~ and the appointment to the appropriate position.
- E. ~~F.~~ Prepare a plan of compensation, and revisions thereof, covering all classifications ~~in the competitive service~~. The plan, and any provisions thereof, shall become effective upon approval by the council.
- F. ~~G.~~ Consult with appropriate supervisory personnel during the personnel selection process.

Section 2.32.050 – City Council powers and duties is deleted.

Section 2.32.080 – Appointments is amended to read as follows:

~~A. Appointments to vacant positions in the competitive service shall be made in accordance with the personnel rules. Appointments and promotions shall be based on merit and fitness to be ascertained so far as practicable by competitive examination. Examinations may be used and conducted to aid in the selection of qualified employees and shall consist of selection techniques which will test fairly the qualifications of candidates such as achievement and aptitude tests,~~

~~written tests, personal interview, performance tests, physical ability tests, evaluation of daily work performance, work samples, or any combinations of these or other tests. The probationary period shall be considered an extension of the examination process. Physical and medical tests may be given as a part of any examination.~~

~~B. In any examination the Personnel Officer may include, in addition to competitive tests, a qualifying test or tests, and set minimum standards therefore.~~

~~C. Examinations shall not be required for reinstatement of an employee to the same or comparable class, for which he is qualified and from which he was separated as a result of a resignation in good standing or a reduction in force.~~

~~D. Appointments shall be made by the City Council, or by the officer in whom the power to make appointments is vested.~~

~~E. When appointment is to be made to a vacancy in the competitive service, the Personnel Officer shall transmit to the appointing power, the names of all persons on the appropriate certified employment list, in the order in which they appear on the list.~~

~~F. In the absence of appropriate employment lists, a temporary appointment may be made in accordance with the personnel rules.~~

~~G. Emergency appointments shall be made in accordance with State law and the personnel rules. Appointments to vacant positions shall be made in accordance with the Personnel Rules.~~

Section 2.32.090 – Discrimination prohibited is amended to read as follow:

~~No person in the competitive service, or seeking admission thereto, shall be employed, promoted, demoted or discharged, or in any way favored or discriminated against because of political opinions or affiliations, race, color, ancestry, national origin, religious creed, sex or because of the exercise of his rights under Section 3502 of the Government Code.~~

The Personnel Rules shall contain a policy prohibiting discrimination and harassment based on protected classification.

Section 2.32.100 – Probationary Period is amended to read as follows:

All regular appointments, including promotional appointments, shall be subject to a probationary period of six months or longer as determined by, and in accordance with, the Personnel Rules.

An employee rejected during the probationary period from a position to which he/she has been promoted shall be reinstated to the previous position unless he is discharged in the maner provided in the Personnel Rules.

~~All regular appointments, including promotional appointments to the competitive service as a full time, non safety employee shall be for a probationary period of not less than six months. All regular appointments, including promotional appointments, to the competitive service other than as a full time, non safety employee and other than as a safety employee shall be for a probationary period of not less than twelve months. All regular appointments, including promotional appointments, to the competitive service As a safety employee shall be for a probationary period of not less than twenty four months.~~

~~B. During the probationary period. The employee may be rejected by the appointing authority at any time without the right of appeal or hearing.~~

~~C. Any employee rejected during the probationary period from a position to which he has been promoted shall be reinstated to a position in the class from which he was promoted unless he is discharged from the City service as provided in this chapter and the personnel rules.~~

~~D. An employee in the competitive service promoted or transferred to a position not included in the competitive service shall be reinstated to a position in the class from which he was promoted or transferred if action is taken to reject him unless he is discharged in the manner provided in this ordinance and the personnel rules for positions in the competitive~~

Section 2.32.140 – Demotion, dismissal, reduction in pay and suspension conditions is amended to addas follows:

Any demotion, dismissal, reduction in pay or suspension condition shall be made in accordance with the Personnel Rules

Section 2.32.150 – Lay-Off and Re-Employment

~~A. Whenever in the judgment of the City Council it becomes necessary in the interest of economy, or because the necessity for a position no longer exists, the City Council may abolish or reduce any position or employment in the competitive service; and the employee holding such position for employment may be laid off without taking disciplinary action and without the right of appeal.~~

~~B. Seniority shall be observed in effecting such reduction in personnel and the order of lay off shall be in the reverse order of cumulative time served in the City service upon the effective date of the lay off. Lay off shall be made within classes of positions, and no regular or probationary employee shall be laid off from his position in any department while any emergency, temporary, or provisional employee is serving in the same class in that department.~~

~~C. However, when in the opinion of the Personnel Officer the interests of the City can best be served by the lay off or the reduction of any employees with seniority status, and upon the Personnel Officer's recommendation, the City Council may lay off those individuals without regard to their seniority.~~

~~D. For the purpose of determining order of lay off, total cumulative time shall include time served on military leave of absence.~~

~~E. Employees to be laid off shall be given at least fourteen (14) days prior notice.~~

~~F. The names of regular and probationary employees laid off or demoted in lieu of lay off shall be placed upon re-employment lists for those classes which, in the opinion of the Personnel Officer, require basically the same qualifications, duties, and responsibilities of the class from which the lay off or demotion in lieu of lay off was made.~~

~~G. Names of persons laid off shall be placed upon re-employment lists in order of their competency, and shall remain on such lists for a period of one year unless re-employed sooner. For re-employment purposes, competency of a person laid off shall be determined by the head of the department in which such person worked, subject to the approval of the Personnel Officer.~~

~~H. Persons whose names are placed on re-employment lists in accordance with this section, and who are re-employed within the prescribed period, shall be regarded as having been on leave of absence during this period of absence and entitled to all benefits accruing from such leave.~~

Whenever in the judgment of the City Council it becomes necessary in the interest of economy, or because the necessity for a position no longer exists, the City Council may abolish or reduce any position or employment in the competitive service; and the employee holding such position for employment may be laid off without taking disciplinary action and without the right of appeal.

Layoffs and re-employment shall be made in accordance with the Personnel Rules.

Section 2.32.160 Termination is amended to read as follows:

Terminations shall be made in accordance with the Personnel Rules.

Section 2.32.170 Right of Appeal is amended to read as follows:

~~Any employee in the competitive service shall have the right to appeal within 15 working days to the City Council relative to any disciplinary action, working conditions, suspensions, demotion, or alleged violation of this chapter adopted thereunder, except in those instances where the right of appeal is specifically prohibited by this chapter or the rules adopted thereunder. Thereupon, the City Council shall make an investigation as it may deem necessary and within 45 days after the request for appeal was filed shall render its decision. The decision rendered by the City Council shall be final. All appeals shall be concluded as expeditiously as possible and in accordance with the requirements and procedures as set forth in personnel rules and regulations adopted pursuant to this chapter.~~

All appeals shall be processed in accordance with the requirements and procedures as set forth in the Personnel Rules.

Chapter Sections are renumbered as follows:

- 2.32.010 ~~2.32.020~~ – Personnel system adopted-Purpose
- 2.32.020 ~~2.32.030~~ – Rules and regulations
- 2.32.030 ~~2.32.040~~ – Personnel officer designated-Powers and duties
- 2.32.040 ~~2.32.060~~ - Exceptions to Chapter applicability
- 2.32.050 ~~2.32.070~~ – Status of present employees
- 2.32.060 ~~2.32.080~~ – Appointment Procedures
- 2.32.070 ~~2.32.090~~ – Discrimination prohibited
- 2.32.080 ~~2.32.100~~ – Probationary period
- 2.32.090 ~~2.32.110~~ – Attendance and leave provisions
- 2.32.100 ~~2.32.120~~ – Contracts for special services
- 2.32.110 ~~2.32.130~~ – Appropriation of funds
- 2.32.120 ~~2.32.140~~ - Demotion, dismissal, reduction in pay and suspension conditions
- 2.32.130 ~~2.32.150~~ - Layoff and reemployment
- 2.32.140 ~~2.32.160~~ - Termination
- 2.32.150 ~~2.32.170~~ – Right of appeal
- 2.32.160 ~~2.32.180~~ – Prohibited political activities
- 2.32.170 ~~2.32.190~~ – Permitted political activities
- 2.32.180. ~~2.32.200~~ – Solicitation of contributions permitted

SECTION 2: Severability. The provisions of this chapter are hereby declared to be severable. If any provision, clause, word, sentence, or paragraph of this chapter or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this Chapter.

SECTION 3: Effective Date. This ordinance shall take effect on the 31st day following its adoption.

IT IS HEREBY CERTIFIED that the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Cotati on the 9th day of November, 2011 by the following vote, to wit:

DELL’OSSO	_____
GILARDI	_____
HARVEY	_____
LANDMAN	_____
ORCHARD	_____

Approved: _____
Janet Orchard, Mayor

Attest: _____
Tamara Taylor, Deputy City Clerk

Approved as to form:

Rich Rudnansky, City Attorney

Certificate of the City Clerk
Required by California Government Code §40806

*This document is a true and correct copy of City of Cotati
Ordinance number _____ and has been published or
posted pursuant to law.*

Tamara Taylor, Deputy City Clerk

Joint Meeting of City Council and Redevelopment Agency Board of Directors Agenda Consent Calendar

Subject: Receive and File Warrants and Audited Claims for October 13, 2011 – October 26, 2011

Date: November 9, 2011

Written by: Jone Hayes, Director of Administrative Services

Recommendation

It is recommended that the City Council receive and file the warrants and audited claims (the A/P Check Registers) as submitted.

Background

Warrants (checks) are created by City Staff in compliance with the following Municipal Code Sections:

2.12.160 Expenditure control--Purchasing.

It shall be the duty of the city manager to see that no expenditures shall be submitted or recommended to the city council except on approval of the city manager or his authorized representative. The city manager, or his authorized representative, shall be responsible for the purchase of all supplies for all the departments or divisions of the city. (Ord. 97 §7.9, 1968).

3.36.010 Expenditures--Compliance required.

All expenditures of city funds in connection with purchases must be made strictly in accordance with the duly adopted budget, and in order that budgetary control may be effectively exercised, the procedures in this chapter shall be followed. (Ord. 575 §1(part), 1992).

Analysis/Discussion

Warrants and Audited Claims listings (now identified as the A/P Check Registers) list all warrants issued for the period indicated. Per Council action on July 11, 2007 all warrants are released as they are created.

All expenditures of City funds in connection with purchases of services or materials are strictly in accordance with the duly adopted budget and / or Council actions amending the adopted

budget. Expenditures have been approved for payment by either the City Manager or by Department Heads.

Financial Considerations

The following is the totals for the Warrants and Audited Claims (the A/P Check Register) issued for the period of October 13, 2011 – October 26, 2011:

October 26, 2011	\$ 460,231.64
October 26, 2011	<u>246.73</u>
	\$ 460,478.37

Environmental Issues

None.

Attachments:

1. Check Registers - 2 dated 10/26/11

PACKET: 00559 Regular Payments

VENDOR SET: 01

BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
AFL01	AFLAC I-518350	P6156 EMP PREMIUMS - OCT 2011	R	10/26/2011		779.12CR	061218
AHE01	MYLES AHEAD I-102511	RFD PARK RENTAL DEP - 8/27/11	R	10/26/2011		350.00CR	061219
AME08	AMERICAN MEDICAL RESPONSE I-149911	BLOOD DRAWS - SEPT 2011	R	10/26/2011		400.00CR	061220
BLA04	BLAIRWORKS I-3241	WEBSITE UPDATES - AUG/SEPT	R	10/26/2011		520.00CR	061221
BLU01	BLUE CROSS OF CALIF. I-192499F	1231HA - NOV 2011	R	10/26/2011		30,659.13CR	061222
BOU01	STEVE BOURNS I-101011	TRAVEL REIMB 10/3 - 10/4/11	R	10/26/2011		430.47CR	061223
CAL41	CAL COAST CREDIT SERVICE I-081511	HERNANDEZ 08-2250-01	R	10/26/2011		53.00CR	061224
CIT09	CITY OF SANTA ROSA I-202286	SUBREG WSTWTR SYSTEM-OCT	R	10/26/2011		133,058.33CR	061225
CIT19	CITY OF ROHNERT PARK I-100711 I-100711A	008789-000 8/1 - 9/30/11 008789-001 8/1 - 9/30/11	R R	10/26/2011 10/26/2011		435.20CR 462.32CR	061226 061226
COM05	COMCAST I-101111	8155 30 0410042329 10/16-11/15	R	10/26/2011		74.90CR	061227
COM05	COMCAST I-101111A	8155 30 0410042469 10/16-11/15	R	10/26/2011		41.24CR	061228
COM08	THE COMMUNITY VOICE I-11833 I-11834 I-11841 I-11842 I-11848 I-11851	PHN - CLAIMS ORDINANCE PHN - TRANSFER TAX PHN - NICHOLAS CT PHN - PRONZINI PHN - MERCY MEDICAL DISPENSARY AD - GENERAL PLAN UPDATE	R R R R R R	10/26/2011 10/26/2011 10/26/2011 10/26/2011 10/26/2011 10/26/2011		312.00CR 312.00CR 195.00CR 195.00CR 175.50CR 264.00CR	061229 061229 061229 061229 061229 061229

PACKET: 00559 Regular Payments

VENDOR SET: 01

BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
COM22	COMMAND STRATEGIES CONSULTING I-16	PD INVESTIGATION	R	10/26/2011		8,596.31CR	061230
CUL01	CULLIGAN I-101811	#98186 - WELL 2 HI-CAP RENTAL	R	10/26/2011		39.25CR	061231
CUM01	CUMMINS WEST I-007-59685	LOW PRO REPAIR	R	10/26/2011		948.02CR	061232
DAI01	DAILY JOURNAL CORPORATION I-A2191476	SCO FINANCIAL REPORT	R	10/26/2011		70.30CR	061233
DEP10	DEPARTMENT OF JUSTICE I-872335	FINGERPRINT APPS - SEPT 2011	R	10/26/2011		64.00CR	061234
DRA03	DRAF TECH I-389299 I-391052 I-391468	ORH STREET IMPROVEMENTS ORH STREET IMPROVEMENTS ORH STREET IMPROVEMENTS	R R R	10/26/2011 10/26/2011 10/26/2011		13.02CR 874.51CR 431.29CR	061235 061235 061235
EMP06	EMPLOYEE RELATIONS NETWORK I-57595	SS# VERIFY - GARCIA (JANITOR)	R	10/26/2011		8.50CR	061236
ERS01	ERS INDUSTRIAL SERVICES, INC. I-2	WELL 1A/3 TRMT FAC REHAB	R	10/26/2011		116,375.29CR	061237
ESP01	ESP & ALARMS, INC. I-17915	CORP YD/WATER TOWER JUL-SEPT	R	10/26/2011		180.00CR	061238
FIS01	FISHMAN SUPPLY CO. I-852947 I-853927	JANITORIAL SUPPLIES HAND SOAP	R R	10/26/2011 10/26/2011		654.65CR 60.07CR	061239 061239
FRI01	FRIEDMAN'S I-14291489	SHOVEL - PW	R	10/26/2011		57.23CR	061240
GIU01	ALICIA GIUDICE I-2011-6	INTERMODAL FACILITY - OCT 2011	R	10/26/2011		1,187.50CR	061241
GRA01	GRAINGER, INC. I-9654373811 I-9654950345	PW SUPPLIES - WELL 1A PW SUPPLIES - WELL 1A	R R	10/26/2011 10/26/2011		29.92CR 18.39CR	061242 061242

PACKET: 00559 Regular Payments
 VENDOR SET: 01
 BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
HOR02	HORIZON/AUTOMATIC RAIN						
	I-1S030340	FALLETTI PK (CREEK CRITTERS)	R	10/26/2011		125.85CR	061243
	I-1S030766	PW SUPPLIES	R	10/26/2011		46.58CR	061243
HOU02	HOUSING LAND TRUST OF SONOMA COUNTY						
	I-1583-15	RYAN LN WORKFORCE HOUSING	R	10/26/2011		2,479.75CR	061244
INT14	INTERACTIVE COMPUTER DESIGNS INC.						
	I-31692	INSITE FEES - OCT 2011	R	10/26/2011		117.00CR	061245
JUD01	JUDICIAL DATA SYSTEM CORP						
	I-2456	PARKING CITATIONS - SEPT 2011	R	10/26/2011		100.00CR	061246
KAG01	JOSEPH KAGAN						
	I-102611	REACO MTGS - 2/09-5/11 (18)	R	10/26/2011		430.00CR	061247
LEA02	LEAGUE OF CALIF CITIES						
	I-97660	ANN'L CONF - ORCHARD - 9/23/11	R	10/26/2011		250.00CR	061248
LEX04	LEXISNEXIS RISK DATA MANAGEMENT INC.						
	I-1022911-20110930	MISC INFO SEARCHES - SEPT 2011	R	10/26/2011		30.00CR	061249
LIE01	LIEBERT CASSIDY WHITMORE						
	I-140216	CO200-00001 GENERAL - SEPT	R	10/26/2011		1,012.00CR	061250
	I-140217	CO200-00014 - PD INVESTIGATION	R	10/26/2011		1,572.00CR	061250
	I-140218	CO200-00015 PITCHES MOTIONS	R	10/26/2011		1,303.08CR	061250
LPS01	LPS						
	I-5131A	KEVLAR VEST	R	10/26/2011		987.35CR	061251
MCC09	MCCAULEY BROTHERS TERMITE & PEST SVC						
	I-13397385	PEST CONTROL - SEPT 2011	R	10/26/2011		145.00CR	061252
MCL01	MCLEA'S TIRE & AUTOMOTIVE						
	I-6041392	#20 - LOF/TRANSMISSION FLUSH	R	10/26/2011		234.05CR	061253
MED02	MEDIA GRAPHICS, INC.						
	I-14662	COMM/COMP FORMS - PD (1,000)	R	10/26/2011		555.02CR	061254
MEY02	MEYERS NAVE						
	I-2011090101	LEGAL SVCS - SEPT 2011	R	10/26/2011		5,570.30CR	061255
	I-2011090102	COST RECOVERY - SEPT 2011	R	10/26/2011		826.80CR	061255
	I-2011090103	GILMAN RANCH - SEPT 2011	R	10/26/2011		8,588.80CR	061255
	I-2011090104	REDEVELOPMENT - SEPT 2011	R	10/26/2011		365.17CR	061255

PACKET: 00559 Regular Payments

VENDOR SET: 01

BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
MSI01	MSI LITHO						
	I-111081	WATER SURVEYS (333)	R	10/26/2011		915.00CR	061256
	I-P111081	POSTAGE - WATER SURVEY (333)	R	10/26/2011		236.32CR	061256
NEX01	NEXTEL COMMUNICATIONS						
	I-262519522-089	9/7 - 10/6/11	R	10/26/2011		257.70CR	061257
OMN01	OMNI-MEANS						
	I-31668	DSP - AUG 2011	R	10/26/2011		29,760.00CR	061258
	I-31732	DSP - SEPT 2011	R	10/26/2011		34,289.18CR	061258
PAC08	PACE SUPPLY						
	C-CM011280092	SUPPLY RETURN - PW	R	10/26/2011		47.77	061259
	I-011333630	PW SUPPLIES	R	10/26/2011		3,390.91CR	061259
	I-01138762	PW SUPPLIES	R	10/26/2011		91.94CR	061259
POW01	POWER INDUSTRIES						
	I-S052176	PW SUPPLIES	R	10/26/2011		114.62CR	061260
REL05	RELIANCE TOWING						
	I-21672	TOWING - LOW PRO	R	10/26/2011		623.00CR	061261
REM01	R.E.M.I.F						
	I-102511	LTD/LIFE/DENTAL/VISION/EAP	R	10/26/2011		5,541.14CR	061262
REP01	REPUBLIC ITS						
	I-119270	SIGNAL MAINTENANCE - SEPT 2011	R	10/26/2011		740.11CR	061263
	I-119271	SIGNAL REPAIRS - SEPT 2011	R	10/26/2011		485.55CR	061263
RHF01	R.H.F. INC.						
	I-61864	RADAR CERT / TESTING	R	10/26/2011		80.00CR	061264
SAK03	RENNE SLOAN HOLTZMAN SAKAI LLP						
	I-19541	JEFF WALTERS CALPERS APPEAL	R	10/26/2011		3,706.50CR	061265
SAN13	SANTA ROSA JUNIOR COLLEGE						
	I-AR12-00461	RANGE TRAINING 9/2, 9/26/11	R	10/26/2011		380.00CR	061266
SEB02	SEBASTOPOL POLICE EXPLORER POST						
	I-102611	EXPLORER RENDEZVOUS 11/4-11/6	R	10/26/2011		220.00CR	061267
SEN03	SENSUS TECHNOLOGIES						
	I-ZA12009475	SYSTEM SUPPORT 12/11 - 12/12	R	10/26/2011		1,513.71CR	061268

PACKET: 00559 Regular Payments
 VENDOR SET: 01
 BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
SON31	SONOMA COUNTY PUBLIC SAFETY CONSORTIUM I-12-10	CAD/RMS O&S 50% / 100% REPL	R	10/26/2011		38,012.00CR	061269
SON38	SONOMA COUNTY TRANSPORTATION AUTHORITY I-02-101411	11/12 CITY CONTRIBUTION	R	10/26/2011		3,976.00CR	061270
SON40	SONOMA COUNTY AUDITOR-CONTROLLER I-121328	JUSTICE ACCESS 7/1 - 9/30/11	R	10/26/2011		603.00CR	061271
SON41	SONOMA COMPOST CO. I-56708	MULCH - MINI PARK	R	10/26/2011		65.00CR	061272
TEL02	TELSTAR INSTRUMENTS INC. I-67885	WELL 1A-BELLOWS REPL/ACID WASH	R	10/26/2011		1,538.23CR	061273
THE01	THE 24 HOUR HEALTH CLUB I-102611	HEALTH CLUB DUES - OCT 2011	R	10/26/2011		170.00CR	061274
TRU01	TRUGREEN LANDCARE I-7160022	LANDSCAPE SVCS - OCT 2011	R	10/26/2011		3,900.00CR	061275
UND01	UNDERGROUND SERVICE ALERT I-11110007	UTILITY MARKING FAXES JUL-SEPT	R	10/26/2011		138.00CR	061276
UNI07	UNITED SITE SERVICES, INC. I-114-215987	PORTOLET RENTAL - VETS PARK	R	10/26/2011		115.21CR	061277
USB01	U.S. BANK CORPORATE PAYMENT SYSTEM I-092211	4246 0445 5564 9833 - SEPT	R	10/26/2011		4,709.02CR	061278
YOU03	YOUR COMPUTER HEROES, LLC I-5033	NETWORK SVCS - SEPT 2011	R	10/26/2011		1,140.00CR	061279
ZAM01	ROSA ZAMUDIO I-102511	RFD DEP LESS CLNG FEE - 10/22	R	10/26/2011		502.96CR	061280

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	63	0.00	460,231.54	460,231.54
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	63	0.00	460,231.54	460,231.54

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 00559 Regular Payments

VENDOR SET: 01

BANK : AP AP - CASH CLEARING (POOL)

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	10/2011	97,024.02CR
008	10/2011	20.00CR
012	10/2011	131,872.30CR
013	10/2011	2,090.36CR
018	10/2011	138,401.03CR
019	10/2011	14,632.48CR
021	10/2011	3,976.00CR
024	10/2011	12.47CR
026	10/2011	8,588.80CR
034	10/2011	52,955.65CR
035	10/2011	3,815.07CR
036	10/2011	1,505.50CR
037	10/2011	3,294.35CR
070	10/2011	1,392.30CR
202	10/2011	130.77CR
205	10/2011	520.44CR
=====		
ALL		460,231.54CR

PACKET: 00558 US - Refund
 VENDOR SET: 01 City of Cotati
 BANK: AP AP - CASH CLEARING (POOL)

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#
1	I-000201110260352	MATHIESEN, CYNTHIA MATHIESEN, CYNTHIA	R	10/26/2011		92.08	061215
1	I-000201110260353	PIPKIN, RYAN PIPKIN, RYAN	R	10/26/2011		56.50	061216
1	I-000201110260354	ARCHBOLD, HEATHER ARCHBOLD, HEATHER	R	10/26/2011		98.15	061217

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	246.73	246.73
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	246.73	246.73

PACKET: 00558 US - Refund
VENDOR SET: 01 City of Cotati
BANK: ALL

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	246.73	246.73
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	246.73	246.73

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
012	10/2011	246.73CR
=====		
ALL		246.73CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0