

**CITY OF FULLERTON  
MONTHLY PROCUREMENT CARD RECONCILIATION REPORT  
TRANSACTION LOG**

Month: September  
Year: 2016

Card Holder Name: Wolfgang Knabe Department: Fire

Last 4 Digits of Pro Card: 2120

Card Holder Signature:  Date: 10/11/16

Approving Official:  Date: 10-27-16

Attach monthly billing statement and original receipts.

	Date	Key	Object	Price	Supplier	Description	Rec/Invoice#
1.	9/14/2016	10240	6426 <del>6202</del>	\$31.96	Chevron	Fuel for city vehicle	
2.	9/12/2016	10240	626 <del>6202</del>	\$40.72	Shell Oil	Fuel for city vehicle	
3.	9/13/2016	10240	6212	\$261.96	Yosemite Lodge	Travel accomodation	
4.	9/13/2016	10240	6212	\$153.18	Yosemite Lodge	Travel accomodation	
5.	9/13/2016	10240	6212	\$262.32	Miners Roadhouse	Meal	
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
15.							
16.							
17.							
18.							
19.							
20.							

Total of all Charges: \$750.14

1. Review the statement for accuracy. Match your log to the statement.
2. Note any differences between the transaction log and the statement.
3. Write the account code for each transaction on the statement.
4. Attach the receipts to the statement in the order they appear on the statement.
5. Include a copy of your transaction log
6. Sign and date the certification block on the last page of the statement.
7. Forward the packet to the approving official within 3 days.



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

CITY OF FULLERTON

ACCOUNT NUMBER [REDACTED] 58  
 STATEMENT DATE 09-22-16  
 TOTAL ACTIVITY \$ 750.14

000013048 01 AT 0.399 106481689304005 P

WOLFGANG KNABE  
 CITY OF FULLERTON  
 303 W. COMMONWEALTH AVE.  
 FULLERTON CA 92832-1710

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

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 10/16/16 Approver [Signature] Date 10-17-16

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
09-14	09-14	CHEVRON 0307223 MARIPOSA CA PUR ID: 1 TAX: 0.00	24692166258000042881293	5542	31.96 ✓
09-15	09-12	SHELL OIL 57441292307 SELMA CA PUR ID: 44705630 TAX: 3.27	24316056258548447056308	5542	40.72 ✓
09-15	09-13	YOSEMITE VIEW LODGE EL PORTAL CA 087706 ARRIVAL: 09-13-16	24692166259000454465022	7011	261.96 ✓
09-15	09-13	YOSEMITE VIEW LODGE EL PORTAL CA 087707 ARRIVAL: 09-13-16	24692166259000454465345	7011	153.18 ✓
09-16	09-13	MINERS ROADHOUSE 1 MARIPOSA CA PUR ID: TAX: 0.00	24224436260101009188167	5812	262.32 ✓

Default Accounting Code: NO DAC				
CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 09-22-16	DISPUTED AMOUNT \$ .00	PREVIOUS BALANCE	\$ .00
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES	\$750.14
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
			TOTAL ACTIVITY	\$750.14

Welcome to Shell

SHELL  
2806 FLORAL  
SELMA, CA  
93662  
57441292307  
09/12/2016 145185375  
11:29:55 PM

PUMP# 14  
REGULAR CR 14.045G  
PRICE/GAL \$2.899

FUEL TOTAL \$ 40.72

CREDIT \$ 40.72

XXXX XXXX XXXX 5458  
VISA  
Swiped  
APPROVED  
AUTH # 082999  
INV # 514547



Bonus Savings  
Join Fuel Rewards...  
and earn \$0.10/gal  
when you buy Shell  
V-Power HiTROt. See  
www.fuelrewards.com  
for terms/conditions  
- Offer ends 10/2.

© 2016 Shell

Mariposa Chevron, 00387223  
5177 HWY 148  
MARIPOSA, CA

09/13/2016 07:15:29 PM 454120111

XXXXXXXXXXXX5458 VISA  
INVOICE E/2348179  
AUTH 043566

PUMP# 5  
UNLEAD REG CR 10.658G  
PRICE/GAL 2.999

FUEL TOTAL \$ 31.96

Subtotal = \$ 31.96  
Tax = \$ 0.00  
Total = \$ 31.96

CREDIT \$ 31.96  
Learn how to  
EARN REWARDS  
with a Chevron  
or Texaco  
Credit Card  
see application  
for details



Miner's Roadhouse  
5159 Hwy 140  
Mariposa, CA  
209-966-2444

Miner's Roadhouse  
5159 Hwy 140  
Mariposa, CA  
209-966-2444

Server: Danielle                      DOB: 09/13/2016  
07:07 PM                                      09/13/2016  
21/1    3/30029

SALE

VISA    1048590  
Card #XXXXXXXXXX5458  
Magnetic card present: KNABE WOLFGANG  
Card Entry Method: S

Approval: 060879

Amount:                      \$ 222.32  
+ Tip:                                      40  
= Total:                                      262.32

I agree to pay the above  
total amount according to the  
card issuer agreement.

X \_\_\_\_\_

THANK YOU  
FOR YOUR BUSINESS!  
%15=30.88  
%18=37.05  
%20=41.17

>> Customer Copy <<

Server: Danielle                      09/13/2016  
21/1    7:07 PM  
Guests: 12                                      #30029

Reprint #: 1

Ranch steak 14oz (3 @23.95)	71.85
Country Fried Steak	14.25
New York Steak 13oz (2 @18.95)	37.90
BYJB Burger	16.85
avocado	
cheddar	
jacon	
chili	
onion rings	
BYJB Burger	14.50
cheddar	
avocado	
jacon	
BYJB Burger	13.65
cheddar	
jacon	
Meatloaf	12.95
BBQ Brisket	15.95
1/2 Cobb Salad	7.95

12 Items

Subtotal                                      205.85  
Tax    16.47

Total    222.32

VISA #XXXXXXXXXX5458                      222.32  
Auth:060879

+ Tip:    \_\_\_\_\_

= Total:    \_\_\_\_\_

X \_\_\_\_\_

Balance Due                                      0.00

**Julia James**

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**From:** Julia James  
**Sent:** Thursday, November 03, 2016 9:54 AM  
**To:** Wolfgang Knabe  
**Cc:** Joe Felz  
**Subject:** RE: ProCard Statement

I say this because the guys were up there on vacation and this was not City work-related. The donations account would be a good call, but I will leave it to you and Joe. I'm just doing my job.

*Julia James*  
Director of Administrative Services  
City of Fullerton  
303 W. Commonwealth Ave.  
Fullerton, Ca 92832  
714.738.6522

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**From:** Wolfgang Knabe  
**Sent:** Thursday, November 03, 2016 9:44 AM  
**To:** Julia James  
**Cc:** Joe Felz  
**Subject:** RE: ProCard Statement

Julia  
Don't see how it is a gift of public funds? We used fire department resources with fire department volunteers to help fire department members. All the PIO, media, and other interactions were on behalf of Fullerton Fire. But it's yours and Joe's call. Another option is we have a donations account that can be used. There is no taxpayer connection and no restriction as long as it is tied to fire. Thanks

Wolfgang Knabe  
Fire Chief  
Cities of Fullerton/Brea

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**From:** Julia James  
**Sent:** Thursday, November 03, 2016 9:37 AM  
**To:** Wolfgang Knabe  
**Cc:** Joe Felz  
**Subject:** ProCard Statement

Wolf,  
In reviewing your September pro-card statement I see that you charged the trip to Yosemite to find the missing Firefighters to the City. We will need to have that reimbursed as it otherwise is considered a gift of public funds, since it did not pertain to City-related business.

Thanks

*Julia James*  
Director of Administrative Services  
City of Fullerton