

Town of Pitkin
Check Detail
September 1 - 9, 2019

Type	Date	Name	Account	Original Amount
Check	09/09/2019	Rachel New	1001 · Cash - Operating	-300.00
			5040 · Service Provided - Mayor	300.00
TOTAL				300.00
Check	09/09/2019	James McDonald	1001 · Cash - Operating	-500.00
			5060 · Service Provided - Legal	500.00
TOTAL				500.00
Check	09/09/2019	Sara Gibb	1001 · Cash - Operating	-902.81
			6900.1 · Wages - Town Clerk	977.60
			2210 · FICA , Medicare, & FIT P...	-149.58
			6510 · FICA & Medicare Expense	74.79
TOTAL				902.81
Check	09/09/2019	Sara Gibb RE	1001 · Cash - Operating	-120.85
			6020 · Election Expenses	65.85
			6960 · Environmental Health	55.00
TOTAL				120.85
Check	09/09/2019	Western Lumber,...	1001 · Cash - Operating	-172.08
			5360.2 · Parks & Rec - New Equi...	172.08
TOTAL				172.08
Check	09/09/2019	GCEA	1001 · Cash - Operating	-41.79
			5260.2 · Town Hall - Utilities	41.79
TOTAL				41.79
Check	09/09/2019	Brad Wick	1001 · Cash - Operating	-275.00
			5050 · Service Provided - Town T...	275.00
TOTAL				275.00
Check	09/09/2019	The Paper Clip	1001 · Cash - Operating	-8.38
			6960 · Environmental Health	8.38
TOTAL				8.38

RACHEL NEW

INVOICE

970-232-0315
pitkinmayor@gmail.com

422 Main Street
Pitkin, Colorado
81241

Attention: Sara Gibb
Town of Pitkin

PO Box 9
Pitkin, Colorado, 81241
Date: 9/9/2019

Invoice # 6 September
Term: 1 month

Description	Quantity	Unit Price	Cost
Mayor	1	\$ 300	\$ 300
Total			\$ 300

Sincerely,

Rachel New

Employee: Sara Gibb
Position: Clerk/Treasurer
Period: August 1- August 31, 2019

Clerk/treasurer:

8/1/19 1.37h (Election - phone calls; Website, email)

8/2/19 1.53h

Phone call; Email; Election; Election; Election; Meeting. Prep, posting, draft resolution

8/4/19 2.25h (Election; Meeting)

8/5/19 1.77h

Election, postings ; Documents ; Bow, PO, election, website

8/6/19 1.73h

Finances ; Phone call; Post cancellation notice NCC; Meeting prep, election

8/7/19 0.93h (Email ; Email, phone calls, meeting prep, election)

8/8/19 2.97h

Meeting prep, filing, phone calls, email, computer updates ; Computer ; Phone call; Election, phone call, meeting prep, election

8/9/19 4.82h

0.32h subtracted (paused)

Election, phone calls, meeting prep, finances, reports, website, filing, retrieve items from town hall,

8/11/19 1.93h (Email; Meeting prep, email, website, election)

0.18h subtracted (paused)

8/12/19 2.78h (Email, phone call, meeting prep ; Meeting)

8/13/19 0.77h (Paperwork, bills, election)

8/14/19 0.48h (Finances, website)

8/15/19 0.25h (Email)

8/16/19 1.12h

Email; Election, Town Hall to meet constituent ; Email; Phone calls ; Phone call; Email

8/18/19 0.12h (Website, election)

8/19/19 1.48h

Website, email, conversation with Mayor, phone calls; Website, email, phone call; Phone call

8/20/19 0.67h

Election, constituent visit, agenda, email, phone call

8/21/19 3.85h

Website, email, election; Email, election; Constituent; Phone call; Posting, mail; Email; Zoning board meeting

8/22/19 5.7h

Election, minutes, email, phone calls; Election; Election; Election; Phone call; Email, phone call; Meeting prep; Special meeting

8/23/19 1.58h (Election, email, finances ; Phone call; Election)

8/24/19 1.07h (Filing)

8/26/19 1.47h

Election, email, phone calls, CIRSA; Phone call; Phone call, election, email; Election

8/27/19 1.83h

0.67h subtracted (paused)

Finances ; Meet at Town Hall, SM, RR

Phone call; Bow; Ballots, finances

8/28/19 1.17h (PO, paper clip; Ballots)

8/29/19 2.15h (Phone call; Phone call; Email, election; Election)

0.15h subtracted (paused)

8/30/19 3.1h

1.35h subtracted (paused)

Website, election; Phone call, election ; Phone call; Election; Election ; PO- clerk suggested I mail from Gunny 2/ international mail; Meet constituent at Town Hall; PO Gunny ; Election (Postings)

Total: 48.88h

EHA

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GUNNISON
200 N WISCONSIN ST
GUNNISON, CO 81230-2626
074086-0777
(800)275-8777
08/28/2019 12:12 PM

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Product	Qty	Unit Price	Price
US Flag Coil/100	1	\$55.00	\$55.00
Total:			\$55.00

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Debit Card Remit'd \$55.00
(Card Name:VISA)
(Account #:XXXXXXXXXX9766)
(Approval #)
(Transaction #:122)
(Receipt #:017303)
(Debit Card Purchase:\$55.00)
(Cash Back:\$0.00)
(AID:A0000000980840 Chip)
(AL:US DEBIT)
(PIN:Verified)

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YOUR OPINION COUNTS

Receipt #: 840-58000351-1-4481562-1
Clerk: 06