



**Agenda Item No. 8b.**

**Staff Report**

**Date:** October 12, 2023  
**To:** Mayor Brekhus and Councilmembers  
**From:** Christa Johnson, Town Manager  
**Subject:** Approve Demands of September 2023

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**Recommendation**

It is recommended that the Town Council approve the September 2023 demands as part of the Consent Calendar.

**Attachments**

1. Demands

# ATTACHMENT 1

List of Demands of the Town of Ross for the month of September 2023 presented to the Town Council at their regular meeting on October 12, 2023 for approval.

FUND	DEMAND NUMBERS	AMOUNT
PAYROLL	See below	\$ 176,359.59
OPERATING FUND	36769 - 36772, 36778 - 36838 excluding checks below	425,706.44
FACIL & EQUIP FUND	36804	3,053.75
GAS TAX FUND		-
ROADWAY FUND	36808	11,488.00
DRAINAGE FUND	36805, 36806, 36807	45,763.00
PERMIT DEPOSITS		-
UNDERGRD UTILITY		-
<b>Total Outflow (Total payroll, checks, EFTs)</b>		<b>\$ 662,370.78</b>

**PAYROLL**

Check #	PAYABLE TO	09/08/23	09/22/23	TOTAL PAYROLL
Direct Deposits & checks	Employees	\$ 58,204.70	\$ 61,514.47	\$ 119,719.17
EFT	Fed Taxes - FWH, FICA, & Med.	22,560.86	24,563.48	47,124.34
EFT	Emply Dev Dept - SWH	4,806.22	4,704.12	9,510.34
EFT	Emply Dev Dept - SUI & ETT	1.85	3.89	5.74
		<b>\$ 85,573.63</b>	<b>\$ 90,785.96</b>	<b>\$ 176,359.59</b>

## OPERATING FUND

Check #	Date	Payee	Amount
36769	9/1/23	Ross Valley Fire Department	208,324.83
36770	9/1/23	Pacific Mobile Structures, Inc.	1,322.82
36771	9/1/23	Delta Dental of California	1,604.94
36772	9/1/23	Sun Life Assurance Co. of Canada	865.03
36778	9/1/23	American Sanitation Inc.	1,047.68
36779	9/1/23	AT & T	552.84
36780	9/1/23	Bay Alarm Company	200.01
36781	9/1/23	Burke, Williams & Sorensen, LLP - attorney	23,128.00
36782	9/1/23	C.L.E.A.	189.00
36783	9/1/23	Cosmo Alleycats - Town dinner msuic	1,850.00
36784	9/1/23	DC Electric Group, Inc.	172.84
36785	9/1/23	Elizabeth Ford - accountant	6,210.00
36786	9/1/23	Ed Gurka - arborist	360.00
36787	9/1/23	Lisa Harper - minutes	510.00
36788	9/1/23	HdL Software, LLC	180.00
36789	9/1/23	Marin County Sheriff's Office	15.00
36790	9/1/23	Marin IT, Inc.	1,777.50
36791	9/1/23	Denny O'Keefe - tennis court maintenance	320.00
36792	9/1/23	Pacific Gas & Electric	2,525.40
36793	9/1/23	Pickleball Organized LLC	906.75
36794	9/1/23	Ross Valley Fire Department - fire inspect fees	23,303.61
36795	9/1/23	Staples Business Credit	535.50
36796	9/1/23	T & B Sports	1,371.88
36797	9/1/23	U.S. Armor - police equipment	1,784.59
36798	9/1/23	Uline	359.17
36799	9/1/23	Verizon	249.66
36800	9/1/23	Wells Fargo	1,559.03
36801	9/1/23	U.S. Bancorp Equipment Finance, Inc.	1,374.65
36802	9/1/23	Void Check	
36803	9/1/23	Ross Historical Society	495.00
EFT	9/6/23	California Public Emp. Retirement Sys. - health	25,746.11
EFT	9/6/23	WEX - Public Works - fuel	144.05
EFT	9/7/23	WEX - Police - fuel	1,461.68
EFT	9/7/23	Pacific Gas & Electric	15.11
EFT	9/7/23	Pacific Gas & Electric	67.05
EFT	9/8/23	California Public Emp. Retirement Sys.	4,349.14
EFT	9/8/23	California Public Emp. Retirement Sys.	3,957.42
EFT	9/8/23	California Public Emp. Retirement Sys.	3,448.64
EFT	9/8/23	California Public Emp. Retirement Sys.	6,874.03
EFT	9/8/23	CalPERS 457 Program	3,894.03
EFT	9/8/23	Paychex, Inc.	149.10
EFT	9/11/23	Payroll Resource Group/PRG - cafeteria plan	85.00
EFT	9/11/23	ExpertPay - garnishment	167.30
EFT	9/12/23	Cardknox Development Inc.	2.50
EFT	9/13/23	Pacific Gas & Electric	10.91
EFT	9/13/23	Pacific Gas & Electric	155.48
36809	9/19/23	Elizabeth Boaz	57.00
36810	9/19/23	American Messaging	7.84
36811	9/19/23	AT & T	893.25
36812	9/19/23	Burke, Williams & Sorensen, LLP - attorney	678.50
36813	9/19/23	Cagwin & Dorward - Ross Common maint.	8,774.42
36814	9/19/23	Ed Gurka - arborist	263.75
36815	9/19/23	Lisa Harper - minutes	270.00
36816	9/19/23	Jeffries Public Safety Consulting	1,750.00
36817	9/19/23	Marin Independent Journal	131.43
36818	9/19/23	Marin IT, Inc.	400.00
36819	9/19/23	Marin Sanitary Service - street sweeping	5,000.00
36820	9/19/23	County of Marin MCSTOPPP - storm water	11,428.50
36821	9/19/23	North Bay Bottling	230.00

## OPERATING FUND

Check #	Date	Payee	Amount
36822	9/19/23	Pacific Gas & Electric	848.14
36823 Void	9/19/23	Void Check	-
36824	9/19/23	Pitney Bowes Bank Inc Purchase Power	201.00
36825	9/19/23	Ross Property Owners Assoc - annual support	29,000.00
36826	9/19/23	Sierra Pacific Turf Supply, Inc.	3,665.86
36827	9/19/23	SRS Private Investigations	185.00
36828	9/19/23	Wells Fargo - credit cards - Rec,Admin,&PW	4,110.93
36829 Void	9/19/23	Void Check	-
36830	9/19/23	AT&T Mobility	269.58
EFT	9/20/23	California Public Emp. Retirement Sys.	6,865.02
EFT	9/20/23	California Public Emp. Retirement Sys.	4,345.62
EFT	9/20/23	California Public Emp. Retirement Sys.	3,929.78
EFT	9/20/23	California Public Emp. Retirement Sys.	3,693.49
EFT	9/21/23	CalPERS 457 Program	3,894.03
EFT	9/21/23	Connect Care	5.92
EFT	9/22/23	Paychex, Inc.	159.30
EFT	9/25/23	ExpertPay - garnishment	167.30
EFT	9/27/03	Wells Fargo - credit card - Police Chief	212.45
EFT	9/27/03	Wells Fargo - credit card - Town Manager	236.25
EFT	9/27/03	Wells Fargo - credit card - Public Works	76.90
DM	9/27/23	Wells Fargo	15.00
36831-36834	9/27/23	Void Checks	-
36835	10/1/23	October check	-
36836	10/1/23	October check	-
36837	10/1/23	October check	-
36838	9/27/23	City of Sausalito	220.00
EFT	9/29/23	Pacific Gas & Electric	96.90
			425,706.44

## FACILITIES &amp; EQUIPMENT FUND

Check #	Date	Payee	Amount
36804	9/19/23	Moe Engineering, Inc. - ADA transition plan	3,053.75
			<u>3,053.75</u>

## GAS TAX FUND

Check #	Date	Payee	Amount
			-
			<u>-</u>

## ROADWAY FUND

Check #	Date	Payee	Amount
36808	9/19/23	BKF Engineers - Laurel Grove Safe pathway	11,488.00
			<u>11,488.00</u>

## DRAINAGE FUND

Check #	Date	Payee	Amount
36805	9/19/23	Hardiman Construction, Inc. - drainage improvements	32,000.00
36806	9/19/23	Harrison Engineering, Inc. - Bolinas Ave	11,547.50
36807	9/19/23	Moe Engineering, Inc.	2,215.50
			<u>45,763.00</u>

## PERMIT DEPOSITS

Check #	Date	Payee	Amount
			-
			<u>-</u>

## UNDERGROUND UTILITY ACCOUNT

Check #	Date	Payee	Amount
			-
			<u>-</u>