



Agenda Item No. 9b.

Staff Report

Date: November 9, 2023
To: Mayor Brekhus and Council Members
From: Christa Johnson, Town Manager
Subject: Approve Demands of October 2023

Recommendation

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

Attachments

1. Demands

List of Demands of the Town of Ross for the month of October 2023 presented to the Town Council at their regular meeting on November 9, 2023 for approval.

FUND	DEMAND NUMBERS	AMOUNT
PAYROLL	See below	\$ 171,764.18
OPERATING FUND	36835 - 36837, 36839 - 36911 excluding checks below	433,237.99
FACIL & EQUIP FUND	36874	5,690.25
GAS TAX FUND		-
ROADWAY FUND	36872, 36893, 3906	499,460.39
DRAINAGE FUND	36863, 36873, 3905	32,053.40
PERMIT DEPOSITS	36840, 36875	17,892.00
UNDERGRD UTILITY	36899	2,047.38
Total Outflow (Total payroll, checks, EFTs)		\$ 1,162,145.59

PAYROLL

Check #	PAYABLE TO	10/6/23	10/20/23	TOTAL PAYROLL
Direct Deposits & checks	Employees	\$ 60,369.59	\$ 56,903.06	\$ 117,272.65
EFT	Fed Taxes - FWH, FICA, & Med.	23,668.64	22,406.90	46,075.54
EFT	Emply Dev Dept - SWH	4,362.59	4,037.55	8,400.14
EFT	Emply Dev Dept - SUI & ETT	6.56	9.29	15.85
		\$ 88,407.38	\$ 83,356.80	\$ - \$ 171,764.18

OPERATING FUND

Check #	Date	Payee	Amount
36835	10/2/23	Delta Dental of California	1,933.26
36836	10/2/23	Pacific Mobile Structures, Inc.	1,322.82
36837	10/2/23	Ross Valley Fire Department	208,324.83
36839	10/2/23	Sun Life Assurance Co. of Canada	865.03
36841	10/2/23	Cyndie Martel	32.58
36842	10/2/23	American Sanitation Inc.	1,047.68
36843	10/2/23	AT&T Mobility	100.08
36844	10/2/23	ATA Towing	320.00
36845	10/2/23	ATCO Pest Control	316.25
36846	10/2/23	Burke, Williams & Sorensen, LLP - attorneys	16,148.50
36847	10/2/23	CSG Consultants, Inc. - planning	6,108.75
36848	10/2/23	DC Electric Group, Inc.	725.92
36849	10/2/23	Void Check	-
36850	10/2/23	Greenclean Building Maintenance, Inc.	1,385.00
36851	10/2/23	Chelsea Marie Hill	200.00
36852	10/2/23	Hinderliter de Llamas & Associates	450.00
36853	10/2/23	Jackson's	72.08
36854	10/2/23	Marin IT, Inc.	1,793.00
36855	10/2/23	Marin Municipal Water District	3,579.70
36856	10/2/23	Pacific Gas & Electric	3,065.11
36857	10/2/23	Pitney Bowes Global Financial Svcs LLC	201.00
36858	10/2/23	Staples Business Credit	158.13
36859	10/2/23	U.S. Bank Equipment Finance	1,980.16
36860	10/2/23	Verizon	83.22
EFT	10/2/23	Pacific Gas & Electric	3,252.98
36861	10/4/23	Pacific Gas & Electric	774.46
36862	10/4/23	Void Check	-
36864	10/4/23	Community Media Center of Marin	1,282.50
36865	10/4/23	IDT Inc.	218.75
36866	10/4/23	North Bay Bottling	216.00
36867	10/4/23	American Messaging	7.85
36868	10/4/23	C.L.E.A.	189.00
36869	10/4/23	Ross Valley Fire Department - fire inspect fees	6,660.09
36870	10/4/23	Verizon	208.05
EFT	10/4/23	California Public Emp. Retirement Sys. - health	25,898.93
36871	10/5/23	Wells Fargo - credit card - Recreation	1,559.03
EFT	10/6/23	California Public Emp. Retirement Sys.	7,053.56
EFT	10/6/23	California Public Emp. Retirement Sys.	4,353.94
EFT	10/6/23	California Public Emp. Retirement Sys.	4,026.19
EFT	10/6/23	California Public Emp. Retirement Sys.	3,817.77
EFT	10/6/23	CalPERS 457 Program	3,894.07
EFT	10/6/23	Wright Express Fleet	143.34
EFT	10/6/23	Paychex, Inc.	188.95
36876	10/10/23	Advanced Etiquette - recreation program	2,172.00
36877	10/10/23	Bananas at Large, Inc - Town dinner event	1,998.00
36878	10/10/23	Department of Conservation - SMIP fees	1,670.60
36879	10/10/23	California Building Standards Comm. - BSARF fees	494.00
36880	10/10/23	Crown Trophy Petaluma	17.05
36881	10/10/23	Fara's Auto Inc.	131.29
36882	10/10/23	HdL Software, LLC	180.00
36883	10/10/23	Marin Independent Journal	56.67
36884	10/10/23	Pickleball Organized LLC	9,380.00
36885	10/10/23	Pitney Bowes Bank Inc Purchase Power	207.50
36886	10/10/23	TGA Junior Golf Camp	882.70
36887	10/10/23	Wells Fargo	314.89
36888	10/10/23	Eric Robbe	370.71
36889	10/10/23	Denny O'Keefe	320.00
36890	10/10/23	Ross School District - lease payment and rent	11,074.47
36891	10/10/23	Kentfield School District - rec program rent	1,307.44
EFT	10/10/23	Pacific Gas & Electric	15.63

OPERATING FUND

Check #	Date	Payee	Amount
EFT	10/10/23	Pacific Gas & Electric	73.40
EFT	10/10/23	ExpertPay - garnishment	167.30
EFT	10/10/23	Wright Express Fleet	1,503.04
36892	10/11/23	BACR/JPCC - Prandi Children's Center	995.00
36894	10/12/23	Wells Fargo - credit card - Recreation	3,975.52
36895	10/12/23	Shared Agency Risk Pool - workers comp Qtr2	34,484.75
EFT	10/12/23	Pacific Gas & Electric	11.28
EFT	10/12/23	Payroll Resource Group/PRG	85.00
EFT	10/12/23	Pacific Gas & Electric	141.20
EFT	10/13/23	Cardknox	2.50
36896	10/13/23	AT&T Mobility	270.18
36897	10/13/23	Cagwin & Dorward	3,355.00
36898	10/13/23	CSG Consultants, Inc. - planning	4,826.25
36900	10/13/23	Ed Gurka - arborist	900.00
36901	10/13/23	ICMA Membership	1,200.00
36902	10/13/23	The Tree Man, LLC - creek maintenance	5,200.00
36903	10/13/23	Netfile, Inc.	500.00
36904	10/13/23	Enbridgement, Inc. - rec program	5,144.75
36907	10/17/23	AT & T	560.22
36908	10/17/23	Lisa Harper	90.00
36909	10/17/23	The Permanente Medical Group Inc.	65.00
36910	10/17/23	Barbara Reher	31.24
36911	10/17/23	Cyndie Martel	63.84
EFT	10/18/23	Optum Financial	5.92
EFT	10/19/23	California Public Emp. Retirement Sys.	7,008.52
EFT	10/19/23	California Public Emp. Retirement Sys.	4,235.38
EFT	10/19/23	California Public Emp. Retirement Sys.	3,969.55
EFT	10/19/23	California Public Emp. Retirement Sys.	3,921.08
EFT	10/19/23	CalPERS 457 Program	3,894.03
EFT	10/20/23	Paychex, Inc.	159.30
EFT	10/23/23	ExpertPay - garnishment	167.30
EFT	10/25/23	Payroll Resource Group/PRG - cafeteria plan	383.61
DM	10/26/23	Wells Fargo - wire xfer fee	15.00
EFT	10/31/23	Wells Fargo - credit card - Police Chief	627.31
EFT	10/31/23	Wells Fargo - credit card - Public Works	654.01
			433,237.99

FACILITIES & EQUIPMENT FUND

Check #	Date	Payee	Amount
36874	10/10/23	Moe Engineering, Inc. - ADA transition plan	5,690.25
			<u>5,690.25</u>

GAS TAX FUND

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

ROADWAY FUND

Check #	Date	Payee	Amount
36872	10/10/23	BKF Engineers - Laurel Grove safe pathway	5,062.27
36893	10/11/23	Maggiora & Ghilotti - Laurel Grove safe pathway	406,650.54
36906	10/17/23	Maggiora & Ghilotti - Laurel Gr & Shady Lane pathways	87,747.58
			<u>499,460.39</u>

DRAINAGE FUND

Check #	Date	Payee	Amount
36863	10/4/23	Dana Lee - drainage ditch repair	8,994.40
36873	10/10/23	Moe Engineering, Inc.	1,134.00
36905	10/17/23	Schaaf & Wheeler - storm drain master plan	21,925.00
			<u>32,053.40</u>

PERMIT DEPOSITS

Check #	Date	Payee	Amount
36840	10/2/23	Ron Abta	7,012.00
36875	10/10/23	1210 Lombard LLC	10,880.00
			<u>17,892.00</u>

UNDERGROUND UTILITY ACCOUNT

Check #	Date	Payee	Amount
36899	10/13/23	CSW/Stuber-Stroeh Engr Group, Inc.	2,047.38
			<u>2,047.38</u>