



Agenda Item No. 8b.

Staff Report

Date: February 15, 2024
To: Mayor Brekhus and Council Members
From: Christa Johnson, Town Manager
Subject: Approve Demands of January 2024

Recommendation

It is recommended that the Town Council approve the January 2024 demands as part of the Consent Calendar.

Attachments

1. Demands

ATTACHMENT 1

List of Demands of the Town of Ross for the month of January 2024 presented to the Town Council at their regular meeting on February 15, 2024 for approval.

FUND	DEMAND NUMBERS	AMOUNT
PAYROLL	See below	\$ 195,051.86
OPERATING FUND	37075, 37087 - 37089, 37095 - 37171 excluding checks below	464,399.61
FACIL & EQUIP FUND		-
GAS TAX FUND		-
ROADWAY FUND	37092, 37131, 37132, 37154	5,188.90
DRAINAGE FUND	37093, 37094, 37130, 37155	16,136.75
PERMIT DEPOSITS		-
UNDERGRD UTILITY	37100, 37157	20,083.34
Total Outflow (Total payroll, checks, EFTs)		<u>\$ 700,860.46</u>

PAYROLL

Check #	PAYABLE TO	1/12/24	1/26/24	TOTAL PAYROLL
Direct Deposits & checks	Employees	\$ 65,875.27	\$ 62,244.54	\$ -
EFT	Fed Taxes - FWH, FICA, & Med.	28,228.58	26,730.23	-
EFT	Emply Dev Dept - SWH	5,175.28	4,626.84	-
EFT	Emply Dev Dept - SUI & ETT	1,509.77	661.35	-
		<u>\$ 100,788.90</u>	<u>\$ 94,262.96</u>	<u>\$ -</u>
				<u>\$ 195,051.86</u>

OPERATING FUND

Check #	Date	Payee	Amount
37075	1/1/24	Ross Valley Fire Department	208,324.83
37087	1/1/24	Sun Life Assurance Co. of Canada	948.27
37088	1/1/24	Delta Dental of California	1,922.35
37089	1/1/24	Pacific Mobile Structures, Inc.	1,585.87
EFT	1/2/24	ExpertPay - garnishment	167.30
EFT	1/3/24	California Public Emp. Retirement Sys. - health	30,716.15
37095	1/4/24	Christa Johnson	640.26
37096	1/4/24	American Messaging	7.85
37097	1/4/24	AT&T Mobility	270.18
37098	1/4/24	Burke, Williams & Sorensen, LLP - attorneys	19,870.50
37099	1/4/24	C.L.E.A.	224.00
37101	1/4/24	DC Electric Group, Inc.	518.55
37102	1/4/24	Fara's Auto Inc.	537.00
37103	1/4/24	Elizabeth Ford - accountant	5,028.75
37104	1/4/24	Ed Gurka - arborist	851.25
37105	1/4/24	HdL Software, LLC - business license admin	7,725.00
37106	1/4/24	Hinderliter de Llamas & Associates	450.00
37107	1/4/24	Marin County Tax Collector	96.00
37108	1/4/24	Marin IT, Inc.	1,757.50
37109	1/4/24	North Bay Bottling	246.00
37110	1/4/24	Pacific Gas & Electric	3,812.79
37111	1/4/24	Ross School District - Ross Common maint.	2,496.68
37112	1/4/24	Ross Valley Fire Department - fire insp fees	13,836.24
37113	1/4/24	Shared Agency Risk Pool - workers comp	34,484.75
37114	1/4/24	Staples Business Credit	175.36
37115	1/4/24	U.S. Bank Equipment Finance	1,756.87
37116	1/4/24	Verizon	211.00
EFT	1/8/24	Pacific Gas & Electric	530.05
EFT	1/8/24	Pacific Gas & Electric	365.02
EFT	1/8/24	WEX Bank - fuel	878.44
EFT	1/8/24	WEX Bank - fuel	530.01
EFT	1/10/24	CalPERS 457 Program	3,908.57
EFT	1/10/24	California Public Emp. Retirement Sys.	3,794.39
EFT	1/10/24	California Public Emp. Retirement Sys.	4,961.66
EFT	1/10/24	California Public Emp. Retirement Sys.	4,382.33
EFT	1/10/24	California Public Emp. Retirement Sys.	6,794.16
37117 Void	1/11/24	Void	-
37118	1/11/24	ATCO Pest Control	342.06
37119	1/11/24	Central Square - Trakit software	7,397.78
37120	1/11/24	Community Media Center of Marin - videographer	2,018.75
37121	1/11/24	HdL Coren & Cone	1,000.00
37122	1/11/24	Marin IT, Inc.	400.00
37123	1/11/24	Marin Sanitary Service - street sweeping	4,000.00
37124	1/11/24	Ian McAvoy - recreation program	1,959.75
37125	1/11/24	PLAN JPA - claim	4,078.14
37126	1/11/24	Transbay Lock, Inc.	181.00
37127	1/11/24	Wells Fargo - public works and admin credit card	3,046.08
37128	1/11/24	Home Depot Credit Services	348.70
37129	1/11/24	Pitney Bowes Global Financial Svcs LLC	201.00
EFT	1/11/24	Cardknox Development Inc.	2.50
EFT	1/12/24	Pacific Gas & Electric	112.72
EFT	1/12/24	Paychex, Inc.	668.25
EFT	1/16/24	Payroll Resource Group/PRG - cafeteria plan	260.00
37133	1/17/24	Hayden Haveland	33.00
37134	1/17/24	Julie McMillan	110.00
37135	1/18/24	Wells Fargo - recreation credit card	1,619.22
37136	1/18/24	Alek Cordeiro - recreation program	1,404.00
37137	1/18/24	AT & T	580.88
37138	1/18/24	Bay Alarm Company	196.40
37139	1/18/24	CA Bldg Standards	369.00
37140	1/18/24	Department of Conservation	1,237.34

OPERATING FUND

Check #	Date	Payee	Amount
37141	1/18/24	Cagwin & Dorward	7,340.51
37142	1/18/24	Lisa Harper - minute taker	45.00
37143	1/18/24	Independent Investigative Consultants	990.00
37144	1/18/24	David Jeffries	250.00
37145	1/18/24	League of California Cities	1,795.00
37146	1/18/24	Ross School District - Ross Common maint	4,942.40
37147	1/18/24	Southern Marin Fire Protection District	171.05
EFT	1/18/24	Optum Financial	5.92
37148	1/19/24	ALCOPRO Drug & Alcohol Testing Products	892.93
37149	1/19/24	AT&T Mobility	270.42
37150	1/19/24	Bay Area PL Services	71.00
37151	1/19/24	Fara's Auto Inc.	579.78
37152	1/19/24	Kim Turner, LLC	149.00
37153	1/19/24	Marin County Tax Collector	5.78
37156	1/25/24	Mark Resnick	67.00
37158	1/25/24	DC Electric Group, Inc.	228.14
37159	1/25/24	Hagel Supply Co.	96.21
37160	1/25/24	Marin Municipal Water District	1,320.25
37161	1/25/24	Pacific Gas & Electric	401.66
37162	1/25/24	Ross School District	1,456.41
37163	1/25/24	Ross Valley Fire Dept - fuel reduction - MWPA	12,880.00
37164	1/25/24	Roto-Rooter Plumbers	460.00
37165	1/25/24	Kyle and Kathryn Rosseau - planning fee return	5,857.00
EFT	1/26/24	California Public Emp. Retirement Sys.	5,827.05
EFT	1/26/24	California Public Emp. Retirement Sys.	4,964.42
EFT	1/26/24	California Public Emp. Retirement Sys.	4,566.05
EFT	1/26/24	California Public Emp. Retirement Sys.	4,402.90
EFT	1/26/24	Paychex, Inc.	162.70
EFT	1/26/24	Paychex, Inc.	77.70
37166-37170	2/01/24	February checks	-
37171	1/29/24	Sandrck Jackson	138.10
EFT	1/29/24	CalPERS 457 Program	3,927.86
EFT	1/29/24	Wells Fargo - credit card - Town Manager	1,537.27
EFT	1/29/24	Wells Fargo - credit card - Police Chief	136.08
EFT	1/30/24	Payroll Resource Group/PRG - cafeteria plan	267.34
EFT	1/31/24	Pacific Gas & Electric	1,744.18
		Total Operating Fund	<u>464,399.61</u>

FACILITIES & EQUIPMENT FUND

Check #	Date	Payee	Amount
			-

GAS TAX FUND

Check #	Date	Payee	Amount
			-

ROADWAY FUND

Check #	Date	Payee	Amount
37092	1/4/24	Nerviani Paving, Inc.	800.00
37131	1/17/24	BKF Engineers	3,045.50
37132	1/17/24	Imprints Landscape Architecture	343.40
37154	1/25/24	Maggiora & Ghilotti, Inc.	1,000.00
			<u>5,188.90</u>

DRAINAGE FUND

Check #	Date	Payee	Amount
37093	1/4/24	LVI Engineering Inc.	6,022.50
37094	1/4/24	Harrison Engineering, Inc.	3,955.70
37130	1/17/24	Moe Engineering, Inc.	4,402.25
37155	1/25/24	LVI Engineering Inc.	1,756.30
			<u>16,136.75</u>

PERMIT TIME COMPLETION DEPOSITS

Check #	Date	Payee	Amount
			-

UNDERGROUND UTILITY ACCOUNT

Check #	Date	Payee	Amount
37100	1/4/24	CSW/Stuber-Stroeh Engr Group, Inc.	2,729.84
37157	1/25/24	CSW/Stuber-Stroeh Engr Group, Inc.	17,353.50
			<u>20,083.34</u>