



Agenda Item No. 6b.

Staff Report

Date: May 6, 2024
To: Mayor Kircher and Council Members
From: Christa Johnson, Town Manager
Subject: Approve Demands of March 2024

Recommendation

It is recommended that the Town Council approve the March 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 March 2024 presented to the Town Council at their regular meeting on May 6, 2024 for approval.

FUND	DEMAND NUMBERS	AMOUNT
PAYROLL	See below	\$ 191,790.06
OPERATING FUND	37250 - 37253, 37266 - 37347 excluding checks below	442,660.06
FACIL & EQUIP FUND	37268	1,936.50
GAS TAX FUND		-
ROADWAY FUND	37304, 37330	24,966.88
DRAINAGE FUND	37269, 37309, 37344, 37345	50,884.40
PERMIT DEPOSITS		-
UNDERGRD UTILITY	37318	18,510.40
Total Outflow (Total payroll, checks, EFTs)		<u>\$ 730,748.30</u>

PAYROLL

Check #	PAYABLE TO	3/8/24	3/22/24	TOTAL PAYROLL
Direct Deposits & checks	Employees	\$ 62,360.14	\$ 63,134.89	\$ -
EFT	Fed Taxes - FWH, FICA, & Med.	28,471.54	27,833.31	-
EFT	Emply Dev Dept - SWH	5,029.45	4,756.51	-
EFT	Emply Dev Dept - SUI & ETT	82.32	121.90	-
		<u>\$ 95,943.45</u>	<u>\$ 95,846.61</u>	<u>\$ -</u>
				<u>\$ 191,790.06</u>

OPERATING FUND

Check #	Date	Payee	Amount
37250	3/1/24	Ross Valley Fire Department	208,324.83
37251	3/1/24	Pacific Mobile Structures, Inc.	1,585.87
37252	3/1/24	Delta Dental of California	1,922.35
37253	3/1/24	Sun Life Assurance Co. of Canada	941.18
EFT	3/1/24	Pacific Gas & Electric	112.19
37267	3/4/24	Maureen Borthwick - reinmb new web software et	6,345.86
EFT	3/5/24	California Public Emp. Retirement Sys. - health	30,716.15
EFT	3/6/24	WEX Bank - fuel	1,001.45
EFT	3/6/24	WEX Bank - fuel	248.34
EFT	3/6/24	CalPERS 457 Program	3,927.86
EFT	3/6/24	California Public Emp. Retirement Sys.	5,770.22
EFT	3/6/24	California Public Emp. Retirement Sys.	4,399.98
EFT	3/6/24	California Public Emp. Retirement Sys.	4,879.88
EFT	3/6/24	California Public Emp. Retirement Sys.	4,110.75
EFT	3/8/24	Paychex, Inc.	162.70
37270 Void	3/11/24	Void	-
37271	3/11/24	American Messaging	7.85
37272	3/11/24	AT & T	163.03
37273-37275 Void	3/11/24	Void	-
37276	3/11/24	Fara's Auto Inc.	159.31
37277	3/11/24	Elizabeth Ford - accountant	6,176.25
37278	3/11/24	Gladwell Gov Services Inc.- record retention polic	600.00
37279-37280 Void	3/11/24	Void	-
37281	3/11/24	County of Marin - ADU workbook and Design Sta	27,132.62
37282	3/11/24	Marin Independent Journal	214.74
37283 Void	3/11/24	Void	-
37284	3/11/24	Marin Sanitary Service - street sweeping	4,000.00
37285	3/11/24	Nerviani Paving, Inc. - asphalt reapi on pathway	4,680.00
37286	3/11/24	North Bay Bottling	264.00
37287	3/11/24	Northbay Roofing - roof and gutter repair	10,000.00
37288	3/11/24	Denny O'Keefe - tennis court maint.	320.00
37289 Void	3/11/24	Void	-
37290	3/11/24	Pitney Bowes Bank Inc Purchase Power	200.97
37291	3/11/24	Schaaf & Wheeler - engineering services	2,750.00
37292	3/11/24	U.S. Bank Equipment Finance	1,374.65
37293 Void	3/11/24	Void	-
37294	3/11/24	Steven Teijein Jr. - recreation program	2,435.30
37295	3/11/24	Enbridgement, Inc. - recreation program	5,632.25
37296	3/11/24	Home Depot Credit Services	87.14
37297-37299 Void	3/11/24	Void	-
EFT	3/11/24	Cardknox Development Inc.	2.50
EFT	3/11/24	ExpertPay	167.30
EFT	3/11/24	Pacific Gas & Electric	303.29
EFT	3/11/24	Pacific Gas & Electric	609.67
37300	3/12/24	PLAN JPA - claim	7,584.80
37301	3/13/24	Benjamin Dewar - planning fee refund	1,745.00
EFT	3/14/24	Pacific Gas & Electric	11.28
EFT	3/14/24	Pacific Gas & Electric	129.77
EFT	3/19/24	Optum Financial	7.03
EFT	3/20/24	California Public Emp. Retirement Sys.	5,775.42
EFT	3/20/24	California Public Emp. Retirement Sys.	4,407.24
EFT	3/20/24	California Public Emp. Retirement Sys.	5,021.46
EFT	3/20/24	California Public Emp. Retirement Sys.	4,059.45
37302	3/21/24	Christa Johnson	472.22
37303	3/21/24	Deborah Piliero - planning fee refund	3,186.00
37305	3/21/24	ChargePoint, Inc. - EV station annual fee	3,085.00

OPERATING FUND

Check #	Date	Payee	Amount
37306	3/21/24	CSG Consultants, Inc. - plan checks	4,488.75
37307	3/21/24	Dunnigan Psychological & Threat	625.00
37308	3/21/24	Jackson's	70.99
37310	3/21/24	Marin IT, Inc.	553.50
37311	3/21/24	Pacific Gas & Electric	3,561.85
37312	3/21/24	Wells Fargo	2,995.52
37313	3/21/24	Hinderliter de Llamas & Associates	90.00
37314	3/21/24	AT & T	584.83
37315	3/21/24	AT&T Mobility	370.54
37316	3/21/24	ATCO Pest Control	342.06
37317	3/21/24	Crown Trophy Petaluma	42.22
37319	3/21/24	Eastman Investigative LLC	1,500.00
37320	3/21/24	Fara's Auto Inc.	762.54
37321	3/21/24	Ed Gurka - arborist	363.75
37322	3/21/24	Lisa Harper - minute taker	315.00
37323	3/21/24	Kidscontent TinkerTech - recreation program	6,233.50
37324	3/21/24	Marin IT, Inc.	412.98
37325	3/21/24	Mark Resnick - recreation program	1,650.00
37326	3/21/24	Ross Property Owners Assoc - reimb permit fee	433.00
37327	3/21/24	Ross Valley Fire Dept - fire inspection fees	974.16
37328	3/21/24	Sierra Pacific Turf Supply, Inc.	3,923.50
37329	3/21/24	Staples	1,291.20
EFT	3/21/24	Payroll Resource Group/PRG - cafeteria plan	85.00
EFT	3/21/24	Payroll Resource Group/PRG - cafeteria plan	429.29
EFT	3/21/24	CalPERS 457 Program	3,927.86
EFT	3/22/24	Paychex, Inc.	188.10
37331	3/22/24	Academic Chess - recreation program	7,248.50
37332	3/22/24	Greenclean Building Maintenance, Inc.	990.00
37333	3/22/24	Hinderliter de Llamas & Associates	450.00
37334	3/22/24	Ian McAvoy - recreation program	4,706.00
37335	3/22/24	Beaver Tree Serv.-urban forestry plan/tree maint	9,040.00
37336	3/27/24	Cagwin & Dorward - park maintenance	3,355.00
37337	3/22/24	DC Electric Group, Inc.	172.84
37338	3/22/24	Marin Municipal Water District	112.74
37339	3/22/24	Pacific Gas & Electric	423.66
37340-37343	4/01/24	January checks	-
37346	4/01/24	January check	-
37347	3/25/24	Dunnigan Psychological & Threat	25.00
EFT	3/25/24	ExpertPay - garnishment	167.30
EFT	3/27/24	Wells Fargo - credit card - Town Manager	1,429.70
EFT	3/27/24	Wells Fargo - credit card - Police Chief	868.77
EFT	3/27/24	Wells Fargo - credit card - Public Works	240.26
		Total Operating Fund	<u>442,660.06</u>

FACILITIES & EQUIPMENT FUND

Check #	Date	Payee	Amount
37268	3/11/24	Moe Engineering, Inc.	1,936.50
			<u>1,936.50</u>

GAS TAX FUND

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

ROADWAY FUND

Check #	Date	Payee	Amount
37304	3/21/24	BKF Engineers - Laurel Grove work	24,716.88
37330	3/22/24	Imprints Landscape Architecture - Laurel Grove	250.00
			<u>24,966.88</u>

DRAINAGE FUND

Check #	Date	Payee	Amount
37229 Void	03/01/24	Quincy Engineering - void - orig chk date 02/13/24	(17,552.24)
37269	3/11/24	Quincy Engineering - Winship Bridge	7,168.32
37309	3/21/24	LVI Engineering - Shady Lane/El Camino Bueno	43,900.00
37344	3/25/24	Harrison Engineering, Inc. - Bolinas Ave project	1,346.80
37345	3/25/24	Quincy Engineering - Winship Bridge	16,021.52
			<u>50,884.40</u>

PERMIT TIME COMPLETION DEPOSITS

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

UNDERGROUND UTILITY ACCOUNT

Check #	Date	Payee	Amount
37318	3/21/24	CSW/Stuber-Stroeh Engr Group, Inc.	18,510.40
			<u>18,510.40</u>