



Agenda Item No. 6c.

Staff Report

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

Recommendation

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

FUND	DEMAND NUMBERS	AMOUNT
PAYROLL	See below	\$ 185,704.58
OPERATING FUND	37340 - 37343, 34346, 37348 - 37429 excluding checks below	488,117.58
FACIL & EQUIP FUND	37372	535.00
GAS TAX FUND		-
ROADWAY FUND	37424	315.00
DRAINAGE FUND	37371	(5,047.50)
PERMIT DEPOSITS	37349	4,500.00
UNDERGRD UTILITY		-
Total Outflow (Total payroll, checks, EFTs)		<u>\$ 674,124.66</u>

PAYROLL

Check #	PAYABLE TO	4/5/24	4/19/24	TOTAL PAYROLL
Direct Deposits & checks	Employees	\$ 61,191.42	\$ 60,740.77	\$ - \$ 121,932.19
EFT	Fed Taxes - FWH, FICA, & Med.	27,311.66	26,976.57	- 54,288.23
EFT	Emply Dev Dept - SWH	4,690.91	4,616.03	- 9,306.94
EFT	Emply Dev Dept - SUI & ETT	88.33	88.89	- 177.22
		<u>\$ 93,282.32</u>	<u>\$ 92,422.26</u>	<u>\$ - \$ 185,704.58</u>

OPERATING FUND

Check #	Date	Payee	Amount
37340	4/1/24	Sun Life Assurance Co. of Canada	\$ 941.18
37341	4/1/24	Delta Dental of California	1,922.35
37342	4/1/24	Pacific Mobile Structures, Inc.	1,585.87
37343	4/1/24	Ross Valley Fire Department	208,324.83
37346	4/1/24	C.L.E.A.	224.00
EFT	4/1/24	Pacific Gas & Electric	2,164.51
37348	4/2/24	Robert Ludlow - planning fee refund	876.00
37350	4/2/24	ATCO Pest Control	342.06
37351	4/2/24	Burke, Williams & Sorensen, LLP - attorney-Jan	31,297.50
37352	4/2/24	Cagwin & Dorward - landscapers	1,937.84
37353	4/2/24	Downing Heating Inc.	450.00
37354	4/2/24	Elizabeth Ford - accountant	6,311.25
37355 Void	4/2/24	Void	-
37356	4/2/24	Jackson's	49.13
37357	4/2/24	Marin.Org - email/internet - Q3	3,981.42
37358	4/2/24	Marin Independent Journal	77.74
37359	4/2/24	Marin IT, Inc.	1,447.50
37360	4/2/24	Marin Municipal Water District	1,823.50
37361	4/2/24	North Bay Bottling	263.40
37362	4/2/24	North Bay Lighting &	34.96
37363	4/2/24	Pacific Gas & Electric	3,093.31
37364	4/2/24	Pickleball Organized LLC	5,460.00
37365	4/2/24	Quadient CXM USA Inc. - ap software	362.00
37366	4/2/24	Mark Resnick - recreation program	337.50
37367	4/2/24	Ross Valley Fire Dept. - fire inspection fees	5,794.97
37368	4/2/24	Shared Agency Risk Pool - workers comp Q4	34,484.75
37369	4/2/24	Verizon	211.90
37370	4/2/24	U.S. Bank Equipment Finance	1,540.29
EFT	4/2/24	Pacific Gas & Electric	119.99
EFT	4/3/24	California Public Emp. Retirement Sys.	5,720.57
EFT	4/3/24	California Public Emp. Retirement Sys.	4,986.95
EFT	4/3/24	California Public Emp. Retirement Sys.	4,999.85
EFT	4/3/24	California Public Emp. Retirement Sys.	3,841.42
EFT	4/3/24	CalPERS 457 Program	3,927.86
EFT	4/3/24	California Public Emp. Retirement Sys. - health	30,711.69
EFT	4/5/24	Paychex, Inc.	182.15
EFT	4/8/24	ExpertPay	167.30
EFT	4/8/24	WEX Bank - fuel	248.83
EFT	4/8/24	WEX Bank - fuel	1,004.97
EFT	4/9/24	Pacific Gas & Electric	427.80
EFT	4/9/24	Pacific Gas & Electric	443.23
EFT	4/10/24	Cardknox Development Inc.	2.50
37373	4/11/24	American Messaging	7.84
37374	4/11/24	American Sanitation Inc.	1,047.68
37375	4/11/24	Axon Enterprise, Inc. - software upgrade	3,221.12
37376	4/11/24	Cagwin & Dorward - landscapers	3,355.00
37377	4/11/24	Greenclean Building Maintenance, Inc.	395.00
37378	4/11/24	Lisa Harper - minute taker	180.00
37379	4/11/24	IDT Inc.	185.00
37380	4/11/24	Marin IT, Inc.	3,079.91
37381	4/11/24	Marin Sanitary Service - street sweeping	4,000.00
37382	4/11/24	Denny O'Keefe - recreation program	320.00
37383	4/11/24	Pacific Gas & Electric	828.01
37384	4/11/24	Deborah Ann Peecook - investigative services	350.00
37385	4/11/24	Pitney Bowes Bank Inc Purchase Power	201.00

OPERATING FUND

Check #	Date	Payee	Amount
37386	4/11/24	Quadient CXM USA Inc. - ap software	362.00
37387	4/11/24	Santa Rosa Uniform & Career Apparel Inc	533.58
37388	4/11/24	State of California Dept of Justice	83.00
37389	4/11/24	Verizon	42.38
37390	4/11/24	Wells Fargo - credit cards - Admin, PW. & Rec	4,065.54
EFT	4/11/24	Wells Fargo - bank fee	112.31
37391	4/12/24	AT & T	582.26
37392	4/12/24	Hinderliter de Llamas & Associates	195.00
37393	4/12/24	PLAN JPA - insurance claim	2,225.00
37394	5/01/24	May check	-
37395	5/01/24	May check	-
37396	5/01/24	May check	-
37397	5/01/24	May check	-
EFT	4/12/24	Pacific Gas & Electric	11.24
EFT	4/12/24	Pacific Gas & Electric	119.63
EFT	4/15/24	Payroll Resource Group/PRG	85.00
EFT	4/17/24	Optum Financial	7.03
EFT	4/17/24	California Public Emp. Retirement Sys.	5,800.65
EFT	4/17/24	California Public Emp. Retirement Sys.	5,524.25
EFT	4/17/24	California Public Emp. Retirement Sys.	4,889.68
EFT	4/17/24	California Public Emp. Retirement Sys.	3,886.31
EFT	4/18/24	CalPERS 457 Program	3,927.86
EFT	4/19/24	Paychex, Inc.	159.30
EFT	4/22/24	ExpertPay - garnishment	132.98
37398	4/24/24	Christopher or Maryam Barrett	6,000.00
37399	4/24/24	AT & T	2.97
37400	4/24/24	AT&T Mobility	102.75
37401	4/24/24	Bartlett Tree Experts	266.00
37402	4/24/24	Burke, Williams & Sorensen, LLP - attorney-Feb	12,690.00
37403	4/24/24	Department of Conservation - SMIP fees	549.03
37404	4/24/24	California Building Standards Comm.	156.60
37405	4/24/24	CPRS - recreation class/training	555.00
37406	4/24/24	CSG Consultants, Inc. - plan review	2,295.00
37407	4/24/24	DC Electric Group, Inc.	193.54
37408	4/24/24	Dyett & Bhatia - housing element consultants	5,171.08
37409	4/24/24	Fara's Auto Inc.	1,351.12
37410	4/24/24	Ed Gurka - arborist	820.00
37411	4/24/24	HdL Software, LLC	90.00
37412 Void	4/24/24	Void	-
37413	4/24/24	Horizon	72.72
37414	4/24/24	Jackson Square Properties - fee refund	450.00
37415	4/24/24	Marin.Org - email/internet Q2	3,977.70
37416	4/24/24	Marin IT, Inc.	400.00
37417	4/24/24	Ian McAvoy - recreation program	2,401.75
37418	4/24/24	Erin Mozaffarian - planning fee refund	3,264.00
37419	4/24/24	Pacific Gas & Electric	239.89
37420	4/24/24	Pitney Bowes Global Financial Svcs LLC	192.71
37421	4/24/24	Preferred Alliance, Inc.	42.00
37422	4/24/24	Santa Rosa Uniform & Career Apparel Inc	90.62
37423	4/24/24	Jeff Sutherland - Ross Common field maint	3,925.00
37425	4/24/24	AT&T Mobility	270.18
37426	4/24/24	Home Depot Credit Services	821.82
37427	4/24/24	Mendocino County Sheriff's Office	66.00
37428	4/26/24	Pacific Gas & Electric	287.25
37429	4/29/24	William T. Higgins	13,804.70
EFT	4/29/24	Wells Fargo - credit card - Police	3,674.37
EFT	4/29/24	Wells Fargo - credit card - Public Works	1,012.72
EFT	4/29/24	Wells Fargo - credit card - Town Manager	840.63
		Total Operating Fund	<u>\$ 488,117.58</u>

FACILITIES & EQUIPMENT FUND

Check #	Date	Payee	Amount
37372	4/11/24	Moe Engineering, Inc.- ADA tranistion plan	535.00
			<u>\$ 535.00</u>

GAS TAX FUND

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

ROADWAY FUND

Check #	Date	Payee	Amount
.37424	4/24/24	Imprints Landscape Architecture - safe pathway	315.00
			<u>\$ 315.00</u>

DRAINAGE FUND

Check #	Date	Payee	Amount
37093 Void	4/1/24	LVI Engineering Inc. - orig check date 1/4/24	(6,022.50)
37371	4/11/24	Moe Engineering, Inc. - Winship Bridge	975.00
			<u>\$ (5,047.50)</u>

PERMIT TIME COMPLETION DEPOSITS

Check #	Date	Payee	Amount
37349	4/2/24	Paul & Deborah Sagues	4,500.00
			<u>\$ 4,500.00</u>

UNDERGROUND UTILITY ACCOUNT

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