



City of Fort Bragg

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Meeting Agenda Finance and Administration Committee

Monday, August 16, 2021

4:00 PM

Town Hall, 363 N. Main Street

Special Meeting

MEETING CALLED TO ORDER

ROLL CALL

PLEASE TAKE NOTICE

This Committee meeting is presented in a hybrid format, both in-person at Town Hall and virtually via Zoom. The Governor's executive Orders N-25-20, N-29-20, and N-08-21 suspend certain requirements of the Brown Act. Committee Members and staff may choose to participate in person or by video conference.

The meeting will be live-streamed on the City's website at <https://city.fortbragg.com/> and on Channel 3. Public Comment regarding matters on the agenda may be made in person at Town Hall or by joining the Zoom video conference and using the Raise Hand feature when the Chair calls for public comment. Any written public comments received after agenda publication will be forwarded to the Committee Members as soon as possible after receipt and will be available for inspection at City Hall, 416 N. Franklin Street, Fort Bragg, California. All comments will become a permanent part of the agenda packet on the day after the meeting or as soon thereafter as possible, except those written comments that are in an unrecognized file type or too large to be uploaded to the City's agenda software application. Public comments may be submitted to Administrative Assistant Cristal Munoz, cmunoz@fortbragg.com.

ZOOM WEBINAR INVITATION

Link to join Webinar

<https://us06web.zoom.us/j/88082353296>

TO SPEAK DURING PUBLIC COMMENT PORTIONS OF THE AGENDA VIA ZOOM, PLEASE JOIN THE MEETING AND USE THE RAISE HAND FEATURE WHEN THE CHAIR OR ACTING CHAIR CALLS FOR PUBLIC COMMENT ON THE ITEM YOU WISH TO ADDRESS.

1. APPROVAL OF MINUTES

1A. [21-450](#) Approve Minutes of April 14, 2021

Attachments: [FAC 04142021](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- 3A. [21-437](#) Receive Report from Thomas Adams of Avenue Insights & Analytics on Quarter 1 2021 Sales Tax and Business Activity

Attachments: [Q1 2021 Financial Outlook & Sales Tax](#)

- 3B. [21-440](#) Oral Update on Unfunded Accrued Liability (UAL) Lease Revenue Bond Debt Issuance

- 3C. [21-434](#) Receive Reportable Items Report: Includes Treasury Report, Approved Intradepartmental Budget Transfers, Contracts Under \$25k Approved by the City Manager, Contract Change Orders Not Exceeding 10% of Contract, and Disbursements Listing

Attachments: [Treasurer's Report Q3-4 FY 20-21](#)
[Disbursements Q3 FY 20-21](#)
[Disbursements Q4 FY 20-21](#)
[Contracts Under \\$25K - 1-1-2021 - 3-31-2021](#)
[Contracts Under \\$25K - 4-1-2021 - 6-30-2021](#)

- 3D. [21-439](#) Committee Report Request

Attachments: [PRA Summary Report Q3+4 FY 20-21](#)

- 3E. [21-449](#) Receive Oral Update from Staff on Departmental Activities

4. MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

STATE OF CALIFORNIA)
)ss.
COUNTY OF MENDOCINO)

I declare, under penalty of perjury, that I am employed by the City of Fort Bragg and that I caused this agenda to be posted in the City Hall notice case on August 13, 2021.

Cristal Munoz, Administrative Assistant

NOTICE TO THE PUBLIC

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- *Such documents are also available on the City of Fort Bragg's website at <http://city.fortbragg.com> subject to staff's ability to post the documents before the meeting*

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If you need assistance to ensure your full participation, please contact the City Clerk at (707) 961-2823. Notification 48 hours in advance of any need for assistance will enable the City to make reasonable arrangements to ensure accessibility.

This notice is in compliance with the Americans with Disabilities Act (28 CFR, 35.102-35.104 ADA Title II).