

City of Fort Bragg

416 N Franklin Street Fort Bragg, CA 95437 Phone: (707) 961-2823 Fax: (707) 961-2802

Meeting Agenda Finance and Administration Committee

Wednesday, February 9, 2022 4:00 PM Via Video Conference

MEETING CALLED TO ORDER

ROLL CALL

PLEASE TAKE NOTICE

Due to state and county health orders and to minimize the spread of COVID-19, Committee Members and staff will be participating in this meeting via video conference. The Governor's executive Orders N-25-20, N-29-20, and N-15-21 suspend certain requirements of the Brown Act and allow the meeting to be held virtually.

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 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, during normal business hours. 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 Diana Sanchez, dsanchez@fortbragg.com.

ZOOM WEBINAR INVITATION

You are invited to a Zoom webinar.

When: Feb 9, 2022 04:00 PM Pacific Time (US and Canada) Topic: Finance and Administration Committee Meeting

Please click the link below to join the webinar: https://us06web.zoom.us/j/83917896595 Or Telephone:

US: +1 720 707 2699 or +1 253 215 8782 (*6 mute/unmute, *9 raise hand)

Webinar ID: 839 1789 6595

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. <u>22-055</u> Approve Minutes of December 8, 2021

Attachments: FAC 12082021

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

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3. CONDUCT OF BUSINESS

3A. 22-051 Receive Report from Thomas Adams of Avenue Insights & Analytics on

Quarter 2 2021 Sales Tax and Business Activity

Attachments: Q1 FY 21-22 Sales Tax and Financial Outlook

3B. 22-050 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: Q2 FY 2021-22 Staff Report Reportable Items

<u>Treasurer's Report Q2 FY 21-22</u> <u>Contracts Under \$25K Q2 FY 21-22</u>

<u>Disbursements Q2 FY 21-22</u> FAC CCO Log Oct to Dec 2021

3C. 22-054 Receive Update on the Expiration of the State Moratorium on Water Shut-offs

Attachments: Staff Report Resumption of Water Shut-offs

Water Shut Off Policy

3D. 22-052 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 February 3, 2022.

Diana Sanchez Administrative Assistant

NOTICE TO THE PUBLIC

DISTRIBUTION OF ADDITIONAL INFORMATION FOLLOWING AGENDA PACKET DISTRIBUTION:

- Materials related to an item on this Agenda submitted to the Council/District/Agency after distribution of the agenda packet are available for public inspection in the lobby of City Hall at 416 N. Franklin Street during normal business hours.
- 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

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

It is the policy of the City of Fort Bragg to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities.

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).