



# City of Fort Bragg

416 N Franklin Street  
Fort Bragg, CA 95437  
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## Meeting Agenda Finance and Administration Committee

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Wednesday, April 13, 2022

4:00 PM

Via Video Conference

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### 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](mailto:dsanchez@fortbragg.com).*

### ZOOM WEBINAR INVITATION

*You are invited to a Zoom webinar.  
When: Apr 13, 2022 04:00 PM Pacific Time (US and Canada)  
Topic: Finance and Admin Committee*

*Please click the link below to join the webinar:  
<https://us06web.zoom.us/j/89553763236>*

*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. [22-172](#) Minutes of February 9, 2022

**Attachments:** [FAC 02092022](#)

### 2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

### 3. CONDUCT OF BUSINESS

- 3A. [22-174](#) 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: [Q3 FY 2021-22 Staff Report Reportable Items](#)  
[Contracts Under \\$25K - 1-1-2022 - 3-31-2022](#)  
[Disbursement Listing Q3](#)  
[Treasurer's Report Q3 FY 21-22](#)  
[Change Orders Q3 FY21-22](#)

- 3B. [22-179](#) 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 April 8, 2022.

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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).*

