



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, August 10, 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 Administrative Assistant Diana Sanchez, dsanchez@fortbragg.com.

ZOOM WEBINAR INVITATION

You are invited to a Zoom webinar.

When: Aug 10, 2022 04:00 PM Pacific Time (US and Canada)

Topic: Finance and Administration Committee

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89168517217>

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

*US: +1 669 444 9171 or +1 720 707 2699 (*6 mute/unmute, *9 raise hand)*

Webinar ID: 891 6851 7217

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. [22-388](#) Approve Minutes of June 8, 2022 Finance and Administration Committee Meeting

Attachments: [FAC 06082022](#)

- 2B. [22-309](#) Approve Minutes of June 21, 2022

Attachments: [FAC 06212022](#)

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

3. CONDUCT OF BUSINESS

- 3A. [22-401](#) Receive Report from the City's Sales Tax Consultant- Thomas Adams of Avenue Insights & Analytics on Quarter 1 2022 Sales Tax and Business Activity

Attachments: [Q1 2022 Sales Tax Update](#)

- 3B. [22-405](#) Receive Report, Review Proposed Fees Schedule and Consider Making a Recommendation to the City Council to Conduct a Public Hearing to Review City-Wide Fees for Fiscal Year 2022-2023

Attachments: [Staff Report](#)
[Proposed City Wide Fee Schedule FY 22/23](#)
[Public Comment 3B](#)

- 3C. [22-400](#) 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: [Q4 FY 2021-22 Staff Report Reportable Items](#)
[Treasurer's Report Q4 FY 21-22](#)
[Contracts Under \\$25K - 4-1-2022 - 6-30-2022](#)
[Change Orders Q4](#)
[Disbursements Q4 FY 21-22](#)

- 3D. [22-406](#) 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 5, 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).



City of Fort Bragg

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Text File

File Number: 22-388

Agenda Date: 8/10/2022

Version: 1

Status: Business

In Control: Finance and Administration Committee

File Type: Committee Minutes

Agenda Number: 1A.

Approve Minutes of June 8, 2022 Finance and Administration Committee Meeting



City of Fort Bragg

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Phone: (707) 961-2823
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Meeting Minutes Finance and Administration Committee

Wednesday, June 8, 2022

4:00 PM

Via Video Conference

MEETING CALLED TO ORDER

Chair Albin-Smith called the meeting to order at 4:00 PM

ROLL CALL

Present: 2 - Tess Albin-Smith and Marcia Rafanan

PLEASE TAKE NOTICE

1. APPROVAL OF MINUTES

1A. [22-269](#) Approve Minutes of April 13, 2022

This minutes were approved by the Committee as presented and will be forwarded for Council review.

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

3. CONDUCT OF BUSINESS

3A. [22-267](#) Receive Report and Make Recommendation to the City Council on the Establishment of a Section 115 Trust with Public Agency Retirement Services (PARS) for the Purpose of Pre-Funding the City's Future Unfunded Liability with California Public Employees' Retirement System (CALPERS)

Assistant Finance Director, Isaac Whippy gave a detailed presentation recommending that the City Council establish an IRS Section 115 Trust with Public Agency Retirement System (PARS). Also attending from PARS with additional information about the options for portfolio allocation were Ryan Nikasio, Vice President and Randall Yurchak, Senior Portfolio Manager.

Public Comment: None.

Discussion: After much discussion, the committee and staff made a recommendation to establish an IRS Section 115 Trust with PARS for the purpose of PreFunding a Portion of the City's contributions to the California Public Employees' Retirement System (CalPERS).

3B. [22-277](#) Receive Report Regarding Childcare for City Councilmembers

Human Resource Analyst, Juli Mortensen gave a detailed presentation about the options for providing assistance for child care for City Council Members.

Public Comment: None.

Discussion: The committee discussed raising the monthly stipend for City Council Members. Another option that was discussed was to give City Council Members and staff a Dependent Care Flexible Spending Account. This option could include a city contribution or not depending on Budget and City Council direction. It was recommended that the committee make a recommendation regarding this matter and send it to our legal team for review and then present to City Council.

3C. [22-274](#) Receive Oral Update from Staff on Departmental Activities

Department Update:

Assistant Finance Director Isaac Whippy updated on the following:

*Fee Schedule, awaiting General Plan Maintenance Study Result from Matrix Consultant.

*Water Rate Study.

*Water Smart Technology.

4. MATTERS FROM COMMITTEE / STAFF

ADJOURNMENT

Chair Albin-Smith adjourned the meeting at 5:28 PM.



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Text File

File Number: 22-309

Agenda Date: 8/10/2022

Version: 1

Status: Business

In Control: Finance and Administration Committee

File Type: Committee Minutes

Agenda Number: 2B.

Approve Minutes of June 21, 2022



City of Fort Bragg

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Meeting Minutes Finance and Administration Committee

Tuesday, June 21, 2022

3:00 PM

Via Video Conference

Special Meeting

MEETING CALLED TO ORDER

Chair Albin-Smith called the meeting to order at 3:20 PM.

ROLL CALL

Present: 2 - Tess Albin-Smith and Marcia Rafanan

1. PUBLIC COMMENTS ON SPECIAL AGENDA ITEMS

None.

2. CONDUCT OF BUSINESS

- 2A. [22-288](#) Receive City Manager's Report Regarding Waiving Water and Wastewater Capacity Fees for Businesses in the Central Business District

City Manager Spaur gave the staff report on this agenda item and asked for Committee input on the deferral of capacity fees. Committee consensus was that the fee deferral should apply to all businesses in the Central Business District (CBD), but be available citywide for existing restaurants or former restaurants on sites anywhere outside the CBD. The Committee Members mentioned a new restaurant business that may be established on the property where the old Piedmont Hotel used to be located. City Manager Spaur said he would request that Assistant City Engineer O'Connor provide the Committee with information on what capacity fees would be for the former Piedmont site. Mr. Spaur will bring forward the Committee's recommendations to City Council at their meeting of June 27, 2022.

Public Comment: None.

ADJOURNMENT

Chair Albin-Smith adjourned the meeting at 3:40 PM.



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Text File

File Number: 22-401

Agenda Date: 8/10/2022

Version: 1

Status: Business

In Control: Finance and Administration Committee

File Type: Staff Report

Agenda Number: 3A.

Receive Report from the City's Sales Tax Consultant- Thomas Adams of Avenue Insights & Analytics on Quarter 1 2022 Sales Tax and Business Activity

City of Fort Bragg Q1 2022 Sales Tax Update



Thomas Adams

August 10, 2022

Sales Tax Performance & Comparisons



Top 25 Sales Tax Producers (~ 66% of total local businesses sales tax revenue)

ARCO AM/PM MINI MARTS

NOYO HARBOR INN

BOATYARD TOBACCO

O'REILLY AUTO PARTS

CANCLINI TV & APPLIANCE

REDWOOD COAST FUELS

CHEVRON SERVICE STATIONS

RESTAURANTE LOS GALLITOS

CVS/PHARMACY

RINO SERVICE STATIONS

DENNY'S RESTAURANTS

RITE AID DRUG STORES

DOLLAR TREE STORES

ROSSI BUILDING MATERIALS

GEO AGGREGATES

SAFEWAY STORES

HARVEST MARKET

SINCLAIR SERVICE STATIONS

KEMPPE LIQUID GAS

SPORT CHRYSLER-JEEP-DODGE

MCDONALD'S RESTAURANTS

TACO BELL

MENDO MILL & LUMBER COMPANY

THE BREWERY SHOP

TRUE VALUE HARDWARE

City of Fort Bragg

Local Business Sales Tax Drivers

Primary Drivers

- **Food (Markets & Restaurants): 33%**
- **Transportation (Auto Sales & Gas Stations): 21%**
- **Retail: 19%**
- **Construction: 18%**
- **Business to Business: 8%**

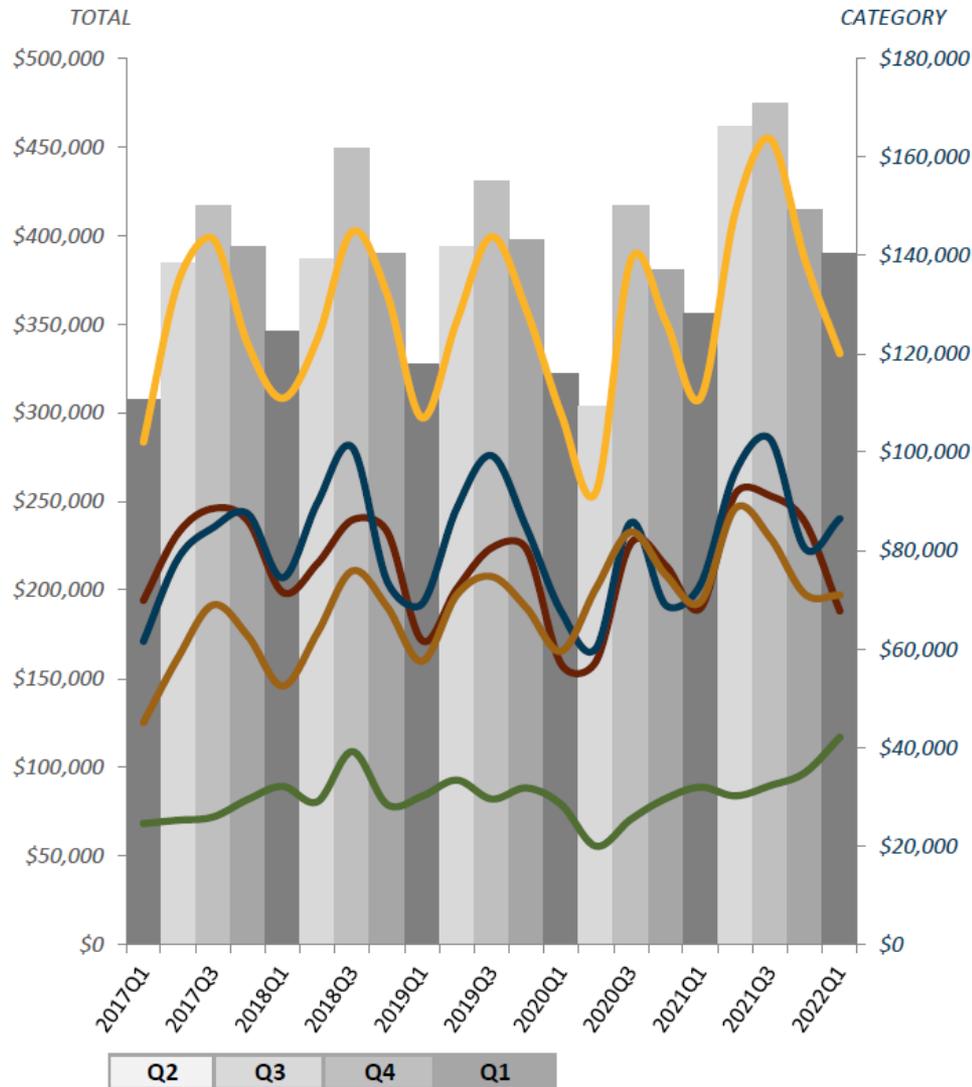
Others

- **Miscellaneous: 1%**

Fort Bragg 1% Sales Tax Performance

	YE 2019Q1	YE 2020Q1	YE 2021Q1	YE 2022Q1
Total Receipts	\$1,770,876	\$1,707,450	\$1,817,411	\$2,128,296
Net Pools/Admin/Adj	\$217,302	\$163,564	\$359,958	\$392,390
Local Businesses	\$1,553,574	\$1,543,887	\$1,457,452	\$1,735,906
General Retail	\$309,324	\$290,171	\$284,398	\$336,224
Food Products	\$506,937	\$506,918	\$468,599	\$571,470
Restaurants	275,877	267,482	219,761	317,212
Transportation	\$333,716	\$340,235	\$288,025	\$365,599
Service Stations	184,203	200,659	165,962	229,153
Construction	\$265,430	\$273,761	\$300,814	\$313,371
Business To Business	\$126,824	\$123,236	\$107,098	\$139,523
Miscellaneous	\$11,342	\$9,565	\$8,520	\$9,718

Fort Bragg – Q1 Economic Performance



TOTAL				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$389,537	9.5%	\$33,770	19.4%	\$282,917

GENERAL RETAIL				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$67,770	-0.8%	-\$566	18.2%	\$51,827
% of 2022Q1 Total:		17.4%		

FOOD PRODUCTS				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$120,043	8.1%	\$9,010	22.0%	\$102,871
% of Total:		30.8%		

TRANSPORTATION				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$86,488	18.3%	\$13,354	26.9%	\$77,574
% of Total:		22.2%		

CONSTRUCTION				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$70,962	1.9%	\$1,325	4.2%	\$12,557
% of Total:		18.2%		

BUSINESS TO BUSINESS				
2022Q1	QoQ %Δ	QoQ \$Δ	YoY %Δ	YoY \$Δ
\$42,085	31.6%	\$10,105	30.3%	\$32,425
% of Total:		10.8%		

QoQ = 22Q1 / 21Q1

YoY = YE 22Q1 / YE 21Q1

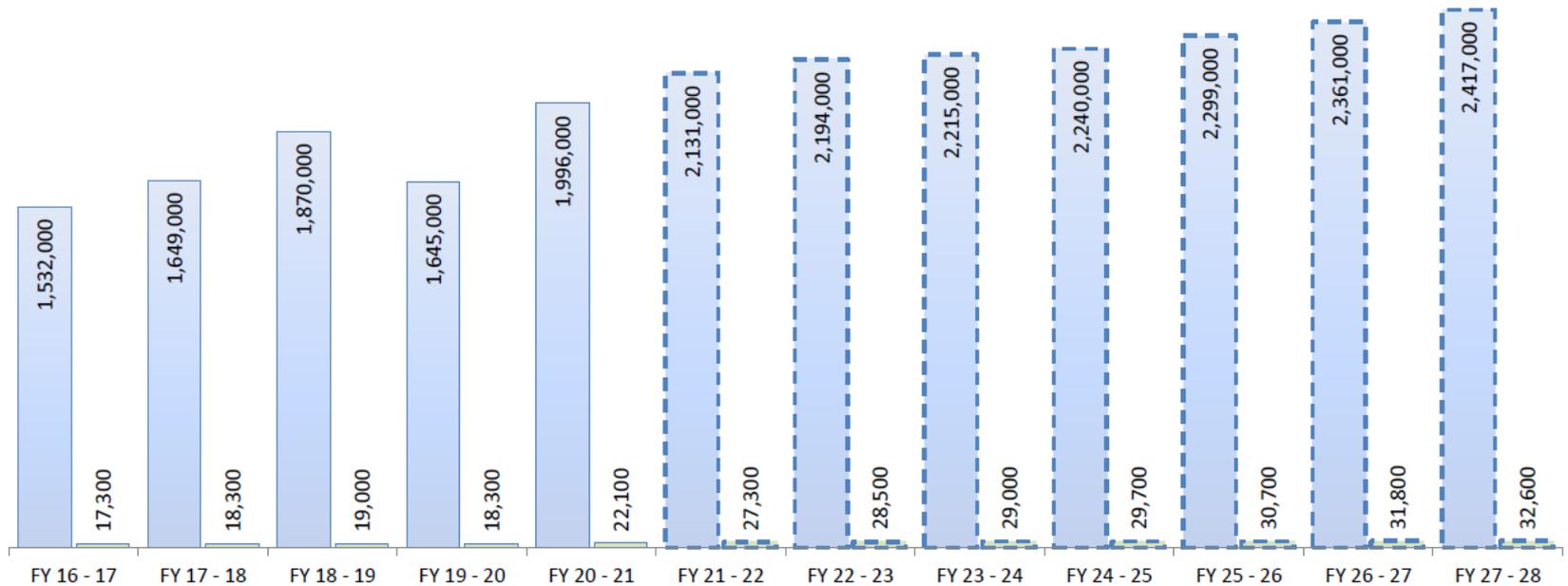
Sales Tax Future?



Fort Bragg 1% Sales Tax Forecast (Soft Landing)

Bradley Burns	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	1,996,000	2,131,000	2,194,000	2,215,000	2,240,000	2,299,000	2,361,000	2,417,000
Percent Change	21.3%	6.8%	3.0%	1.0%	1.1%	2.6%	2.7%	2.4%

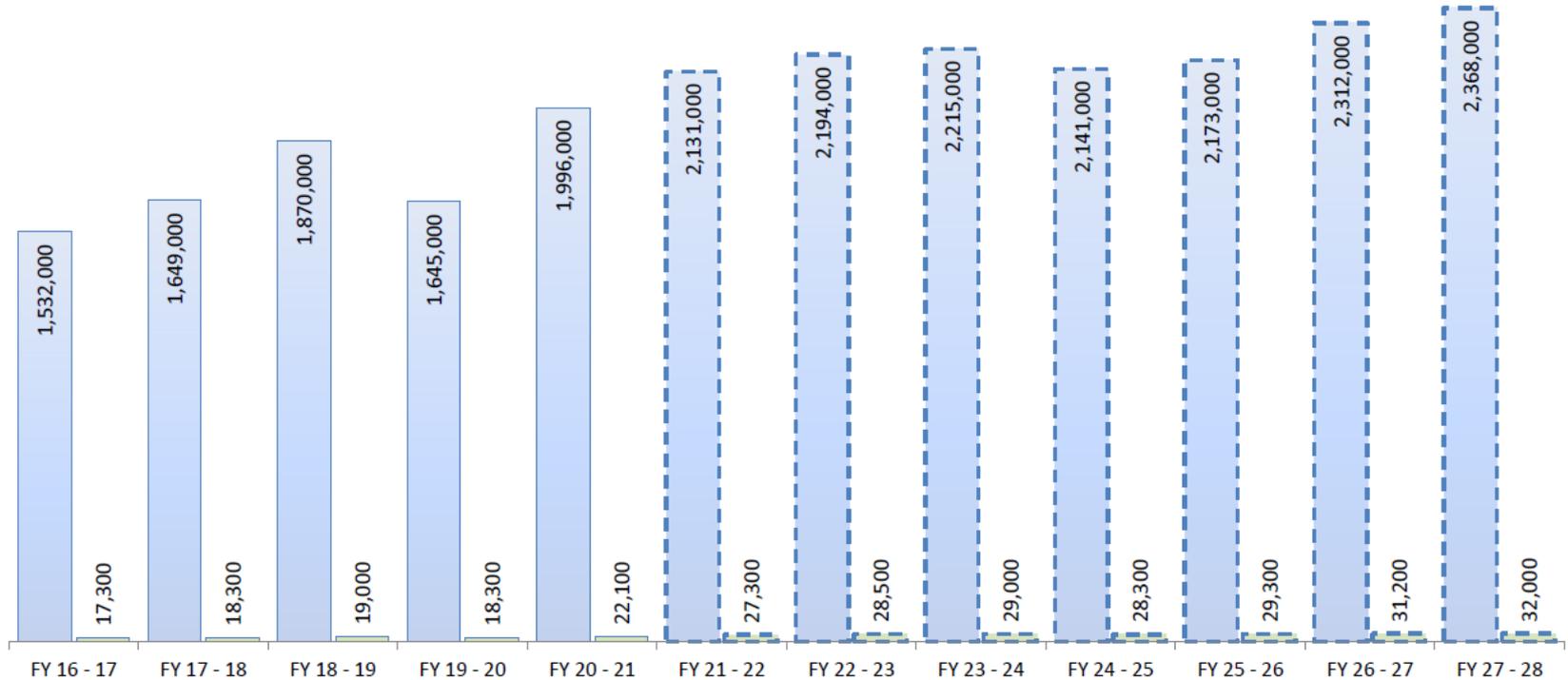
Prop 172	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	22,100	27,300	28,500	29,000	29,700	30,700	31,800	32,600
Percent Change	20.8%	23.5%	4.4%	1.8%	2.4%	3.4%	3.6%	2.5%



Fort Bragg 1% Sales Tax Forecast (Recession)

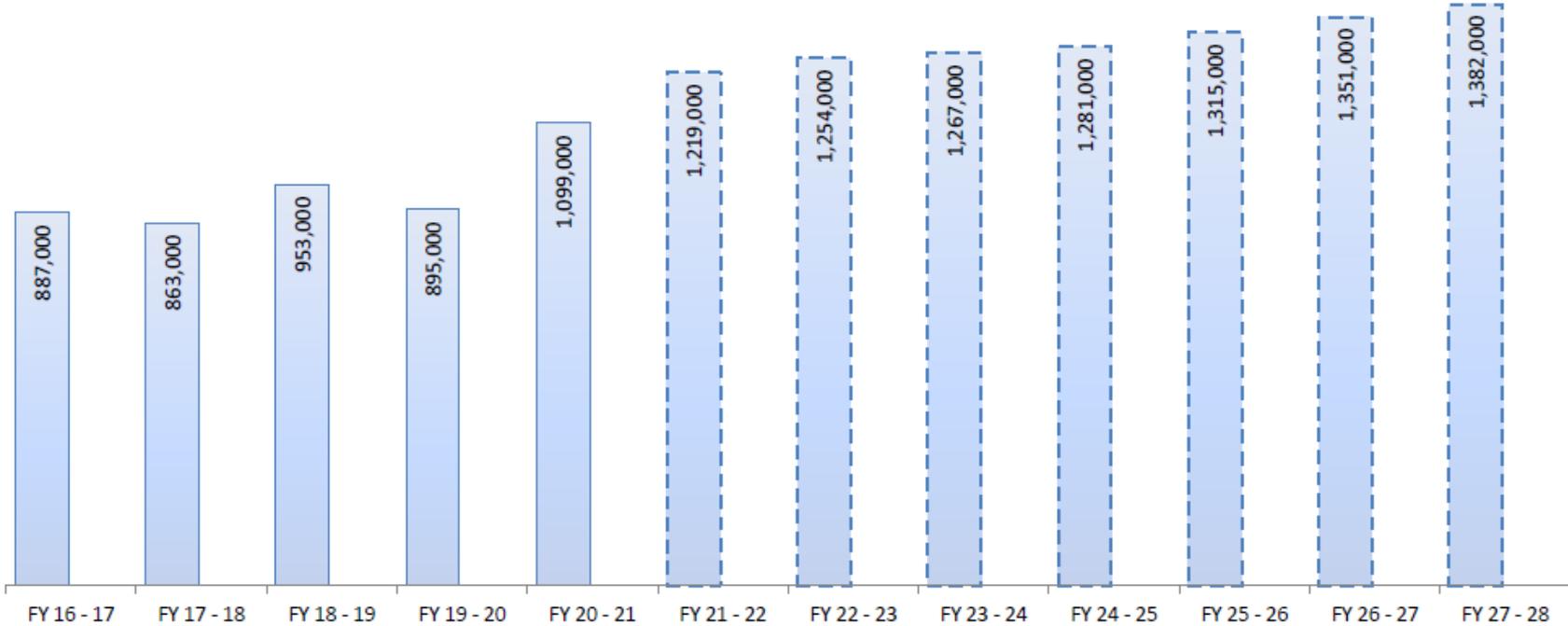
Bradley Burns	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	1,996,000	2,131,000	2,194,000	2,215,000	2,141,000	2,173,000	2,312,000	2,368,000
Percent Change	21.3%	6.8%	3.0%	1.0%	-3.3%	1.5%	6.4%	2.4%

Prop 172	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	22,100	27,300	28,500	29,000	28,300	29,300	31,200	32,000
Percent Change	20.8%	23.5%	4.4%	1.8%	-2.4%	3.5%	6.5%	2.6%



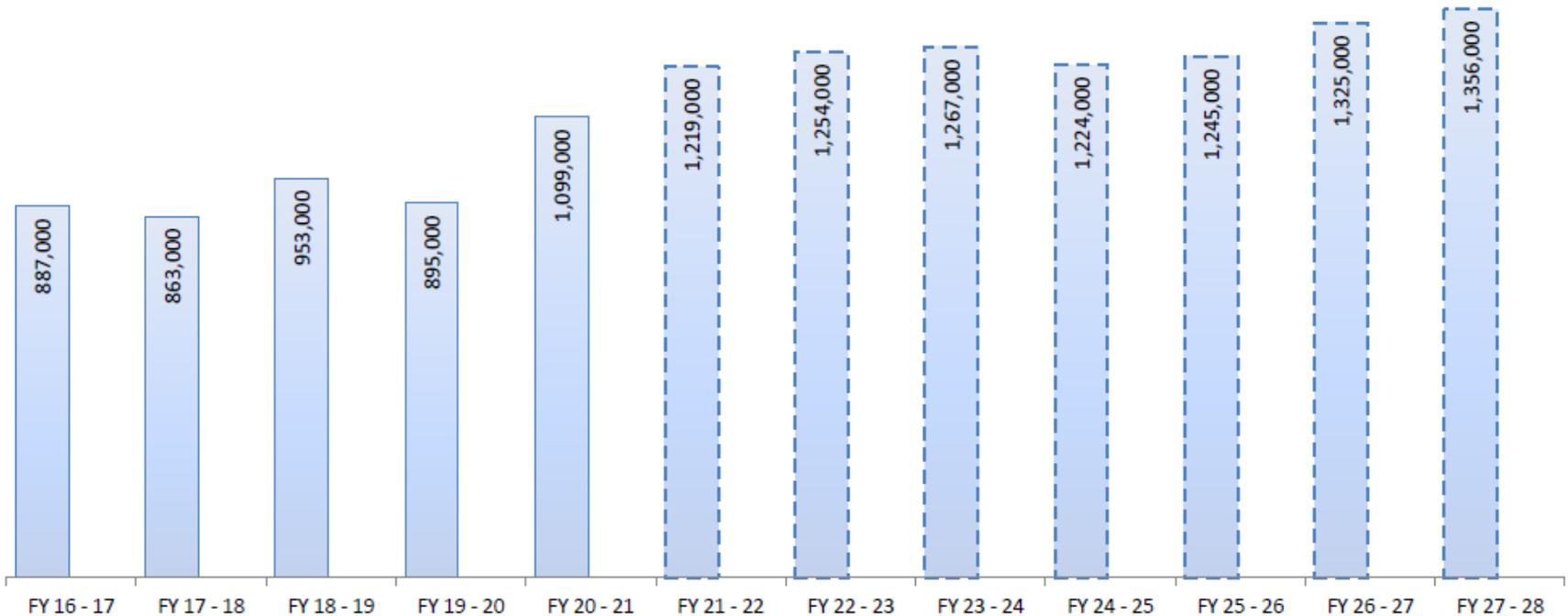
Fort Bragg 1/2% 'Add-on' Forecast (Soft Landing)

Voter Approved	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	1,099,000	1,219,000	1,254,000	1,267,000	1,281,000	1,315,000	1,351,000	1,382,000
Percent Change	22.8%	10.9%	2.9%	1.0%	1.1%	2.7%	2.7%	2.3%



Fort Bragg 1/2% 'Add-on' Forecast (Recession)

Voter Approved	FY 20 - 21	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28
Cash Projection	1,099,000	1,219,000	1,254,000	1,267,000	1,224,000	1,245,000	1,325,000	1,356,000
Percent Change	22.8%	10.9%	2.9%	1.0%	-3.4%	1.7%	6.4%	2.3%



Sales Tax Future Caveats – Uncertainty...

- **The Pandemic Recession is Different – No Playbook**
Primary impacts to date: restaurants, gas, apparel
- **Regional Impacts Vary** – Greater Impact on areas reliant on International Tourism, Business Travel, Office Workers
- **Uncertain Virus/Health Impacts** – Variants etc. create future uncertainty
- **Uncertain Economic Pathway** – Consumer Behavior, Unemployment Trends, Supply Chains, Energy Markets, Inflation, Interest Rates, ‘New Normal’?

Legislative Activity – State Budget Passed

- State budget completed end of June, but Governor and Legislature will continue to negotiate on various aspects and details throughout session
- Bills have had their ‘first cut’ from 4,000 to 1,800 and will be going to committee in August for discussion and amendments.
- Various land use control bills related to housing and STRs from Wicks, Portantino, & Flora etc. (League opposes)
- Dodd Climate Change Resilience most noteworthy of environmental leg bills
- Sales Tax Exemption bills from Levine (Covid) and Grayson (manufacturing) both being closely watched by League
- State budget includes a variety of ‘treasure’ for taxpayers & local governments
 - State ‘relief’ payments of \$9.5 billion (checks of \$200 to \$1,050 to be sent in October to 17.5 million CA tax filers)
 - \$2.3 billion in fiscal relief to small businesses and non-profits
 - \$1.95 billion in emergency rental assistance for low-income households
 - \$1.4 billion for past due utility bills
 - \$700 million for Homeless Encampment Resolution grants over two years
 - \$2.5 billion in funding for a wide variety of affordable housing programs
 - \$25 million for a competitive grant program for local gun buyback
 - \$19.3 climate & energy package (determined in future legislation)

Thank you...Questions?



City of Fort Bragg

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Text File

File Number: 22-405

Agenda Date: 8/10/2022

Version: 1

Status: Business

In Control: Finance and Administration Committee

File Type: Staff Report

Agenda Number: 3B.

Receive Report, Review Proposed Fees Schedule and Consider Making a Recommendation to the City Council to Conduct a Public Hearing to Review City-Wide Fees for Fiscal Year 2022-2023



AGENCY: Finance & Admin

MEETING DATE: August 10, 2022

DEPARTMENT: Finance/CDD/Admin/PD

PRESENTED BY: I.Whippy/C.O'Neal

AGENDA ITEM SUMMARY

TITLE:

RECEIVE REPORT, REVIEW PROPOSED FEES SCHEDULE AND CONSIDER MAKING A RECOMMENDATION TO THE CITY COUNCIL TO CONDUCT A PUBLIC HEARING TO REVIEW CITY-WIDE FEES FOR FISCAL YEAR 2022-2023

ISSUE:

The City reviews and update the City's Fees, consistent with the goal to ensure, with only a few exceptions, that fees for City services are sufficient to fully recover the cost of providing those services. The attached proposed fees have been prepared to meet this strategic objective. The last Study was prepared and presented in May 2019, with a few additions and changes to fees for Planning Fees and Small Cell Wireless Facilities Fees in 2020 and 2021. During the 2019 fee schedule review, Staff researched and discussed the historical context of changing fees on an annual basis based on the time each activity described in the fee schedule took to complete. The conversation evolved to asking the question of why the City does a full analysis of fees charged every year and whether this best serves the Public. Staff time for each task and the cost of any external supplies or services are factored into the estimated average cost of performing the service.

The City's fees generate a relatively small portion of the overall forecasted revenue, less than 2% or \$148,000 for the City's General Fund. On the other hand, the amount of staff time required for a full annual analysis is fairly significant, including time spent by Staff throughout the organization. The time expenditure is concentrated in the Finance and City Manager's departments but includes time spent by each of the City's department heads and input from Staff at all levels.

The Finance and Administration Committee reviewed the proposed change to updating fees and recommended that a full analysis only be conducted every three years and that every other year, fees and charges (excluding water, sewer, and drainage capacity fees) are increased by the San Francisco-Oakland-Hayward CPI-U index. Historically, water, sewer, and drainage capacity fees have been increased using Engineering News Record-20 City Construction Cost Index (consistent with Resolution 2412-2000) to adjust impact fees. In September of 2021, the California Legislature passed Assembly Bill (AB) 602 and the Governor signed it into law. AB 602 creates some new requirements for impact fees that went into effect July 1, 2022. Accordingly, staff is not proposing any increases to impact fees at this time and instead intends to hire a consultant to perform a nexus study prior to any proposed changes.

Like prior studies, the attached fee schedule includes a calculation of the cost of providing services offered by the Community Development Department, the Public Works/Engineering Department, General Administrative services, and the Police Department and, with few exceptions, full-cost recovery recommended levels for fees the City charges and deposits collected for the listed services.

Legal Requirements

State law contains a number of provisions that affect a City's establishing and updating City fees. They can be summarized generally as follows:

- (i) A City may set fees to recover the full cost of providing services, but fees cannot be levied in excess of the cost of service or for general revenue purposes.
- (ii) A Cost of Service Study may be used as the basis to calculate and set fees to recover the full cost of providing services and to make findings that the fees reflect a reasonable estimate of the cost of providing the applicable services.
- (iii) As for the process of adopting fees, State law requires that changes to the City's fees be presented to the City Council at a Public Hearing in accordance with Government Code section 66016, which requires that there be two publications of the meeting notice in the local newspaper, advance notice is provided to any party that requests to be notified of any proposed fee adjustments, and that the full package of the proposal is made available to the Public no less than fourteen days prior to the Hearing.
- (iv) In addition, approved changes may take effect no less than 60 days after approval.

Following the review and receiving direction from the Finance & Administration Committee, Staff will publish and provide the noticing requirements for the proposed changes herein and bring the proposed fees before the City Council on September 12, 2022, to conduct a Public Hearing. If approved, Staff recommends that any changes approved pursuant to this item become effective on December 1, 2022, which is 60+ days from the conclusion of the Public Hearing and approval.

Cost Recovery Strategy

Some of the City's fees use a "Developer Deposit Account (DDA)," which is a Deposit against time and materials" approach for recovering the cost of providing many services- in particular, those where the amount of time/cost can vary greatly depending upon circumstances - and where the costs are generally higher; "flat fees" are utilized where the cost of service is typically less, more predictable, where the City Council has decided not to recover the full cost of service, and/or when cost recovery is prescribed or limited to a specific dollar amount by statute.

When an applicant requests a service administered with a deposit against time and materials, they complete a processing agreement, acknowledging the deposit and that they will be charged the actual time and materials costs for the work performed. They also agree to provide additional deposits if the costs exceed the initial deposit collected. The Finance Department sends a statement each quarter showing the individual charges to the project, and the Applicant can follow up with the Planning or Engineering Department with any questions about the work being performed. Using a deposit against time and materials approach provides a more effective means of holding the City and the Applicant accountable for the costs of processing applications that can range from simple and uncomplicated to complicated, controversial, and costly. It also assures the Applicant that the City is not collecting fees in excess of the cost of providing the service. It is not the easiest method to administer, but the advantages outweigh the cost.

This language is consistent with the Council's past policy that developers, rather than taxpayers, should pay for the costs associated with the City's processing of development applications.

ANALYSIS:

Staff time and other costs incurred in conducting City business (such as processing of development and other applications, inspections, agenda and packet preparation, and most other services) are generally measurable and are provided for the benefit of individuals as opposed to the benefit of the community as a whole. Hence, fees for these activities are not taxes, but rather, they are fees for

services. The 2022-23 fee schedule update includes the following noteworthy changes:

A. Miscellaneous City Services Fees and Charges

Increases in fees and charges for miscellaneous City services are governed by Government Code Section 66018. Miscellaneous fees and charges are limited to the amount necessary to cover the service's cost. If fees in excess of the cost are collected, they must be used to reduce the service charge cost. Excess fees cannot become a source of revenue for the General Fund. Section 66018 requires a public hearing to be noticed and held before the adoption of the fee increases. Actual costs can vary significantly from year to year based on staffing or the cost of supplies. Staffing costs can vary with turnover. Newer employees typically start at lower pay ranges and with a much lower pension benefit cost (due to the CalPERS pension reform of 2014).

By transitioning to a cost of living index most years, significant ups and downs in fees can be avoided.

- One category where fees are proposed to be reduced slightly or remain unchanged is Business License Fees, Appeal of Administrative Decision, and Letter of Public Convenience, or Necessity. Staffing changes in the Finance Department and Administration Department in the last three years resulted in a lower cost to provide this service.
- Minor changes are proposed to Public Safety Fees.
- No Changes to Copy Fees as they are more than local print shops and higher than other comparable cities' copying fees.
- The fee structure for Film Permits has been simplified in recent years by eliminating much of the verbiage and, instead, relying on a deposit account to recover City costs.
- No changes are proposed for the Old Rec Center Gym use fees.
- No Changes are proposed to Public Safety Fees.
- Custodian charges for Town Hall use are proposed to increase due to personnel costs for Maintenance position costs and similarly for the AV Tech use and setup fees.
- No Changes are proposed to the Water Conservation Fees

B. Planning and Development Fees

Most of the changes to the Planning & Development fees result from changes in personnel costs. Some have increased as the person performing tasks has changed positions, and several have decreased as newer Staff perform the services. Other times fees change due to a recalculation of staff time associated with task completion, and sometimes it is a combination of both. Itemized below are notable changes to the Planning Department fees.

1. Fees that have increased due to changes in personnel costs include Hearing costs, coastal development permits, and use permits.
2. Conversely, Fees that decreased due to personnel changes include; Building Permit plan checks for CDD staff and emergency permits.
3. Fees that have changed due to recalculation of time and task performance include GIS Mapping fees, sign permit fees, and several administrative permit fees.
4. The following fees have changed primarily due to code changes or the method by which a service is performed:
 - a. Address: The cost to assign a street address was removed, and the proposed fee called "address label" now only includes the costs of paper and mailing per the addressing section of the municipal code.

- b. Zoning Letter: The cost to prepare a zoning letter was listed in previous iterations of the fee schedule but left off in the last iteration. It is being included back in as it is a relevant fee for a task that is completed by Staff upon request.
 - c. Parking In-Lieu Fees: Continue to be extended to assist new and expanding businesses in the Central Business District. A resolution has been presented to Council to extend the temporary waiver each December since 2012, and Staff is working on an update to the parking codes in the CBD using an MCOG planning grant to make recommendations to modify this fee process.
 - d. Cannabis: both cannabis business permit and permit renewal fees were newly added in keeping with code updates authorized by FBMC 9.30.080, which were not previously included in the fee schedule.
 - e. Design review costs have increased due to changes to the design guidelines.
5. Code enforcement fees are being removed entirely. This change is in response to proposed modifications to chapter 6 and chapter 1 of the FBMC, which will move away from fees and change to administrative penalties consistent with California State Codes. Staff recommends leaving one fee line item for code enforcement for the cost of abatement, which will be charged at Staff fully loaded rates.
 6. Finally, Staff recommended some changes to the method of fee collection by either collecting a developer deposit (DDA) or changing back to a flat fee when the DDA method was more cumbersome than useful for a particular fee like certificates of compliance and lot line adjustments.

C. Public Works Fees

1. The grading and stormwater fee should be changed to a flat fee, as the time to review and condition a grading permit is fairly standard with no significant variation.
2. Fees that have gone up due to changes in personnel costs include; the processing fee for street and parade closures due to both personnel cost increases and the time associated with review and coordination; encroachment permit review and issuance fee, annual encroachment permit, annual backflow test, and grease trap application and inspection fees.
3. The oversize load permit fee is new, as we have seen a significant increase in modular and manufactured home installations. This fee would be coupled with the \$80 encroachment permit fee, and it covers the cost of time to review and coordinate the route and schedule an oversize load being delivered to town.
4. With the wastewater treatment plant upgrade, the improvement district can now provide septage receiving services. A new tipping fee for this service has been proposed.
5. While both water and sewer capacity fees have increased in accordance with the Engineering News-Record (ENR) Construction Cost Index by 8.0% between January 2021 and 2022 there are no proposed increases at this time. Instead staff will hire a consultant to perform a nexus study and those fee changes will be brought forward at another time. (ENR Attachment #1)
 - a. Also, per Resolution 4094-2018, the multi-family unit discount multiplier has been incorporated into the proposed fee schedule. It is 0.86 percent of the capacity charge for a single-family home.
6. Water and sewer connection costs have increased incrementally due to increases in personnel costs and the costs of materials and supplies.

- a. The high-demand meter was removed from the proposed fees schedule as it is no longer available.
- b. The cost to install the 4" and 6" meters is recommended to be charged as a flat fee instead of a deposit. Installation and costs in not typically variable enough to justify the extra staff time associated with processing deposits and refunds.
- c. The discount fee associated with the installation of a water and sewer service at the same time is being discontinued. Previously assumed cost savings were related to the potential for dual trenching and mobilizing. Due to the required horizontal separation and frequency of water and sewer lines being on opposite sides of the property, there is little to no reduction in costs borne by the City to perform a dual installation, thus, no discount can be afforded to the customer.

FISCAL IMPACT:

Although the exact fiscal effect of the proposed fee changes cannot be accurately estimated, changes in the fees charged for various planning and development fees as well as miscellaneous city services, reflect changes in the cost of providing those services. The fees impacted by the rate changes proposed in the attached resolutions account for approximately 2% of the City's total revenue or \$148,000 for the fiscal year 2022/23.

RECOMMENDED ACTION:

Following the committee's review and discussion, the following action is recommended:

Make a Recommendation to City Council to conduct the Public Hearing on September 12, 2022, and consider adopting the updated fees for various Planning and Development Services, and Miscellaneous City/District services.

ALTERNATIVE ACTION(S):

Conduct the review and direct Staff to provide additional analysis or changes to the proposed fees for action at a future meeting.

ATTACHMENTS:

Proposed Fee Schedule

CONSISTENCY

These fee updates are consistent with established City Council policy requiring full cost-recovery for services provided.

IMPLEMENTATION/TIMEFRAMES:

If approved, the fees will become effective on December 1, 2022. The Consolidated Fee Schedule will be updated and distributed to City staff and will be posted on the City's website.

NOTIFICATION:

None.



CITY OF FORT BRAGG

2022/23 PROPOSED FEES

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

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CITY OF FORT BRAGG
2022/23 PROPOSED FEES

INTRODUCTION

The City of Fort Bragg charges fees to offset the cost of providing various services. Some fees are reviewed on an annual basis to assure that full cost-recovery is provided consistent with established City Council/Improvement District board policies.

The City and District have a policy of recovering the full costs reasonably incurred in providing miscellaneous services of a voluntary and limited nature, such that those receiving the miscellaneous services pay the associated costs and general taxes are not diverted from general services of a broad nature to subsidize unfairly and inequitably such miscellaneous services.

Pursuant to Government Code Section 66018, the specific fees or increases to fees to be charged for such services must be adopted by the City Council and the Municipal Improvement District Board after providing notice and holding a public hearing.

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

City of Fort Bragg				
Master Fee Schedule				
Schedule of Animal Care & Control Fees				
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees
Adoption, Surrender Impoundment and Medical Fees				
1	Adoption Fees		Set by MCHS*	Set by MCHS*
2	Protective Custody Hold		Set by County	Set by County
3	Spay/Neuter Fees		Set by MCHS*	Set by MCHS*
4	Vaccinations/Medications/Tests/Microchip		Set by MCHS	Set by MCHS
5	Veterinary Services		Set by MCHS	Set by MCHS
6	Feed & Care Fees		Set by MCHS	Set by MCHS
Impound/Redemption Fee - Unaltered				
7	1st Offense		\$40	\$40
8	2nd Offense		\$60	\$60
9	3rd and Subsequent Offenses		\$100	\$100
Impound/Redemption Fee - Altered				
10	1st Offense		\$20	\$20
11	2nd Offense		\$40	\$40
12	3rd and Subsequent Offenses		\$60	\$60
Surrender Fees:				
13	Stray Animals		Set by MCHS	Set by MCHS
14	Owner Surrender		Set by MCHS	Set by MCHS
Hearing Fees				
15	Vicious Potentially Dangerous Animal Hearing Fee		\$500	\$500
Dog Licenses				
16	Altered		\$25	\$25
17	Unaltered		\$55	\$55
18	Duplicate License/Tag		\$5	\$5
19	Delinquent Licensing Penalty - altered		Double license fee	Double license fee
20	Delinquent Licensing Penalty - unaltered		Double license fee	Double license fee
21	Potentially Dangerous/Vicious Dog License		\$100	\$100

*Mendocino Coast Humane Society

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

Schedule of FINANCE FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
Reports, Billing, etc.						
22	Audit Reports - complete set	\$34	\$35	\$36	\$34	-6%
23	Audit Reports - subsets	\$17	\$15	\$16	\$16	0%
24	Replace Lost Accounts Payable or Payroll Check	\$43	\$42	\$42	\$42	0%
25	Return Check (Charge for return of bad check from bank or financial institution + staff time)	\$42	\$40	\$42	\$42	0%
26	Budget Document copy	\$69	\$65	\$68	\$69	2%
27	Utility Bill Payment by phone	\$7	\$5	\$5	\$5	0%
28	Utility Bill - Final Notice Penalty	\$58	\$62	\$64	\$58	-10%
29	Utility Profile Fee (one free in 12-month period) + Printing	\$57	\$57	\$57	\$57	0%
Business License Fees:						
30	Initial License	\$83	\$110	\$87	\$83	-5%
31	Expedited B/License - 2 days or less	\$158	-	\$149	\$158	6%
32	Initial License for Home Occupation	\$53	\$70	\$58	\$53	-9%
33	Change of Name	\$13	\$20	\$13	\$13	0%
34	Change of Ownership	\$70	\$95	\$78	\$70	-10%
35	Change of Business Location	\$94	\$92	\$92	\$93	1%
36	Duplicate License	\$10	\$10	\$10	\$10	0%
37	Bingo License	\$10	\$10	\$10	\$10	0%
38	License Renewal (annually)	\$79	\$79	\$79	\$79	0%
39	License Renewal for Home Occupancy (annually)	\$60	\$61	\$61	\$60	-2%
40	Non-Profit Business License	\$46	\$45	\$45	\$45	0%
41	Small, one-time jobs (under \$2,000)	-	\$20	\$20	\$20	0%
42	Vehicle Delivery Business - Operational Rate (annually)	-	\$50	\$50	\$50	0%
Tobacco Sellers License Fees:						
43	Annual License	\$187	\$195	\$185	\$187	1%
44	Change of Business Location	\$45	\$50	\$42	\$43	2%
45	Change of Name	\$16	\$15	\$15	\$15	0%
46	Change of Ownership	\$43	\$50	\$42	\$43	2%

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

Schedule of MISCELLANEOUS FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
Appeal Fees						
47	Appeal of Water Bill	\$201.87	\$200	\$200	\$200	0%
48	Appeal of Administrative Decision	\$415	\$445	\$445	\$415	-7%
Certification of Documents						
49	First Page (includes copy), Each additional page \$0.25	\$11	\$11	\$11	\$11	0%
Copy Fees Charged to the Public						
50	Aerial Photographs	-	Cost of Reproduction + 15%	Cost of Reproduction + 15%	Cost of Reproduction + 15%	0%
Black & White Copies:						
51	8 ½ x 11 & 8 ½ x 14 (per page)	-	\$0.25	\$0.25	\$0.25	0%
52	11 x 17 (per page)	-	\$0.40	\$0.40	\$0.40	0%
Color Copies:						
53	8 ½ x 11 & 8 ½ x 14 (per page)	-	\$0.45	\$0.45	\$0.45	0%
54	11 x 17 (per page)	-	\$0.75	\$0.75	\$0.75	0%
Engineering Plans						
55	Black & White Copies:	-	\$3	\$3	\$3	0%
56	Color Copies	-	\$5	\$5	\$5	0%
57	Electronic Response to Records Request (flash drive only)	\$27	\$5	\$5	\$5	0%
58	Electric Charging Station Fee (1st hour Free)	-	Free: 1st Hour and \$1.50 (per hour thereafter)	Free: 1st Hour and \$1.50 (per hour thereafter)	Free: 1st Hour and \$1.50 (per hour thereafter)	0%
59	Letter of Public Convenience or Necessity	\$203	\$235	\$210	\$203	-3%
60	Letter of Public Convenience or Necessity - Public Hearing	\$582	\$680	\$680	\$581	-15%
61	Publications and Reports	-	Cost of Printing + 15%	Cost of Printing + 15%	Cost of Printing + 15%	0%
62	Zoning Maps, General Plan Maps, Other Maps	-	Cost of Reproduction + 25%	Cost of Reproduction + 25%	Cost of Reproduction + 25%	0%
Film Permit Fees						
Permit Processing Fee:						
63	Major Event		\$50	\$50	\$50	0%
64	Minor Event		\$100	\$100	\$100	0%
65	Event Deposit Account:					
NOTE: A deposit account will be set up to cover cost of employees & equipment required during filming. Deposit amount will be established by City Manager on a case-by-case basis.						

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PLANNING AND DEVELOPMENT FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
General Information and Letters						
66	Address Label	\$12	\$32	\$33	\$12	-64%
67	Inclusionary Housing Fees (Interim)	Determined at time of application				
68	Research Fee (Hourly)	\$53	\$55	\$55	\$53	-4%
69	Pre-application Analysis & Meetings(s)	\$339	Costs Incurred; \$550 Deposit	Costs Incurred \$550 Deposit	\$340	n/a
70	Geographic Information System (GIS) Site Map	\$53	\$20	\$21	\$55	162%
Technical Advisory Committee Review (Fee waived for non-profit events)						
71	Minor	\$556		\$630	\$560	-11%
72	Major	Costs Incurred	Costs Incurred	Costs Incurred	Costs Incurred	0%
73	Zoning Letter (Hourly)	\$192	\$115	\$104	\$190	83%
Parking In-Lieu Fees						
74	Existing Commercial Building		Fee waived	Fee waived	Fee waived	0%
75	New Commercial Building		Fee waived	Fee waived	Fee waived	0%
Note: The City Council adopted Resolution No. 4482-2021 establishing a temporary moratorium on the collection of Parking-In-Lieu Fees through December 31, 2022						
Appeals						
76	Appeal Fee for Code Enforcement Actions *Note: If appeal is sustained, fee will be refunded		Equal to Code Enforcement Fee	Equal to Code Enforcement Fee	Equal to Code Enforcement Fee	0%
77	Appeal of Planning Commission Decision to City Council* (This fee is to file the appeal Only, Appeal process costs will be covered by a DDA Account)	-	\$1,000	\$1,000	\$1,000	0%
78	Additional Appeal Fee to the Applicant for Planning Commission Decision to the City Council for Permits that require CEQA Review (EIR)	-	\$10,000	\$10,000	\$10,000	0%
79	Additional Appeal Fee to the Applicant for Planning Commission Decision to the City Council for Permits that require CEQA Review (MND or CatEX)	-	\$3,000	\$3,000	\$3,000	0%
80	Appeal of Administrative Permit to Planning Commission	\$ 452	\$390	\$375	\$375	0%
81	Appeal of Sign Permit to Planning Commission	\$ 218	\$210	\$218	\$220	1%
Building Permit Fees						
Public Works- Engineering Review						
82	New construction (120 sf - 1000 sf)	\$159	n/a	\$150	\$159	6%
83	New construction (>1000 sf)	\$255	n/a	\$245	\$255	4%
84	New Construction- Requiring Water/Sewer Review	\$95	n/a	\$90	\$95	6%
85	Fire Sprinklers, Grease Trap, backflow	\$127	n/a	\$120	\$127	6%
86	Commercial Remodels-Change of Use (Increased capacity)	\$95	n/a	\$90	\$95	6%
87	Frontage, driveway, parking, circulation, flatwork	\$159	n/a	\$150	\$159	6%

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PLANNING AND DEVELOPMENT FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
Community Development Department (CDD-Planning Review)						
88	Over the Counter Permit	\$55	\$158	\$55	\$55	-1%
89	Interior Remodel	\$81	n/a	\$110	\$81	-27%
90	Residential Site Plan Review	\$80	n/a	\$125	\$80	-36%
91	Commercial Site Development/Land Use Review	\$160	n/a	\$250	\$160	-36%
Non-Departmental						
92	Demolition	\$118	-	\$115	\$118	3%
93	Amendment to Plan set or Conditions (voluntary or corrections)	\$86	-	\$85	\$86	2%
94	Complex Project requiring costs incurred (min initial deposit)*	DDA	-	*\$2,000	*\$2,000	0%
95	General Plan Maintenance Fee	-	1.5% of Valuation	Waived by Res # 4471-2021	Waived by Res # 4471-2021	0%
96	Waste Management Checklist processing Fee	54.52	\$40	\$40	\$55	38%
Note: Waste recycling deposits are refunded based on a pro-rated percentage of the recycling target met.						
Sign Permit Fees						
97	Permanent & Temporary	\$54	\$50	\$30	\$50	67%
98	Political (Refundable Deposit)	\$100	\$100	\$100	\$100	0%
99	Planning Commission Sign Permit (no public hearing required)	\$325	\$200	\$208	\$324	56%
Administrative Permits*						
100	Administrative Coastal Development Permit	\$1,449	\$1,100	\$1,143	\$1,450	27%
101	Administrative Design Review	\$687	\$580	\$603	\$685	14%
102	Administrative Design Review (Public Art, Murals, Paint Colors)	\$40	\$30	\$40	\$40	0%
103	Administrative Variance	\$775	\$580	\$603	\$775	29%
104	Amendment to Administrative Permit (major/minor)	\$460	\$580	\$603	\$460	-24%
105	Certificate of Compliance	\$856	\$805	\$805	\$855	6%
106	Floodplain Development Permit	\$662	\$580	\$603	\$662	10%
107	Limited Term Permits not requiring TAC review	\$164	\$150	\$156	\$165	6%
108	Mobile Vending Unit Permit (includes business license fee)	\$650	\$571	\$571	\$650	14%
	Annual Renewal - Mobile Vending Unit Fee	\$500	\$500	\$500	\$500	0%
109	Minor Use Permit	\$1,159	\$930	\$966	\$1,160	20%
110	Medical Marijuana Cultivation Minor Use Permit	\$398	\$610	Costs Incurred	DDA	0%
111	Cannabis Business Permit	\$863	New	New	\$865	0%
112	Cannabis Business Permit Renewal	\$269	New	New	\$270	0%
113	Public Hearing (requested for Administrative Permit)	\$963	\$1,000	\$1,018	\$960	-6%
114	Amendment to Design Review, CDP, Use Permit (Minor - no environmental and public hearing required)	\$457	\$480	Costs Incurred	DDA	0%
115	Emergency Permit	\$444	\$461	\$634	\$445	-30%
Permits Requiring Planning Commission Review*						
116	Hearing Cost (in addition to permit fee, below)	\$1,180	\$900	\$935	\$1,180	26%
117	Adult-Oriented Business Permit	\$1,110	DDA	DDA	DDA	n/a
118	Certificate of Appropriateness	\$394	\$440	\$440	\$395	-10%
119	Coastal Development Permit	\$1,449	\$1,143	\$1,188	\$1,450	22%
120	Coastal Development Permit for Second Units	\$723	\$800	\$800	\$725	-9%
121	Design Review	\$687	\$603	\$627	\$685	9%
122	Use Permit	\$1,159	\$966	\$1,004	\$1,160	16%

*Charged for DDA Complex projects which exceeds scope of Review covered by the proposed fee schedule.

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PLANNING AND DEVELOPMENT FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change	
Developer Deposit Account Projects						
123	Cannabis Manufacturing Use Permit	-	Costs Incurred	Costs Incurred	Costs Incurred	n/a
124	Variance	\$775	\$722	\$750	\$775	3%
Planning Permit Extension*						
125	Non-subdivision; does not require a public hearing	\$120	\$150	\$150	\$120	-20%
126	Non-subdivision; requires a public hearing before the Director	\$470	\$300	\$300	\$470	57%
127	Non-subdivision; requires a public hearing before the Planning Commission	\$1,156	\$1,242	\$1,242	\$1,155	-7%
128	Annexation		DDA	DDA	DDA	
129	Development Agreement		DDA	DDA	DDA	
130	Environmental Review: Negative Declaration; Environmental Impact Report		DDA	DDA	DDA	
131	General Plan Amendment		DDA	DDA	DDA	
132	Local Coastal Plan Amendment		DDA	DDA	DDA	
133	Mitigation Monitoring		DDA	DDA	DDA	
134	Planned Development Permit		DDA	DDA	DDA	
135	Rezoning		DDA	DDA	DDA	
136	Specific Plan		DDA	DDA	DDA	
Subdivisions						
	Subdivision Map:					
137	Extension of Time	120	\$170	\$177	\$120	-32%
138	Final Map	-	DDA	DDA	DDA	
139	Improvement Plan, Plan Check, Construction Inspector	-	DDA	DDA	DDA	
140	Minor Subdivision (<5 Parcels)	-	DDA	DDA	DDA	
141	Major Subdivision (>5 Parcels)	-	DDA	DDA	DDA	
142	Parcel Merger	-	DDA	DDA	DDA	
143	Parcel Map	-	DDA	DDA	DDA	
144	Reversion to Acreage	-	DDA	DDA	DDA	
145	Certificate of Compliance	856	DDA	DDA	\$855	
146	Lot Line Adjustment	496	DDA	DDA	\$495	
Code Enforcement fees						
147	Cost of Abatement Nuisances by City Forces		N/a	N/a	Costs Incurred	

*At the discretion of the Community Development Director , applicants may require to

NOTE: At the discretion of the Director, a deposit account may be required in lieu of a flat fee for any planning permit(s) deemed likely to substantially exceed the City's typical costs in processing the permit.

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PUBLIC SAFETY FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
Alarm Fees- Charged for excessive false alarms						
148	After third false alarm in calendar year	-	\$50	\$50	\$50	0%
149	After fourth false alarm in calendar year	-	\$100	\$100	\$100	0%
150	After fifth false alarm in calendar year	-	\$200	\$200	\$200	0%
151	Reinstatement bond, annually	-	\$500	\$500	\$500	0%
Miscellaneous Recordings & Copies						
152	Civil Subpoena Appearance Fee (Audio tape recording copy)	-	\$275 + additional time/rate adjustment	\$275 + additional time/rate adjustment	\$275 + additional time/rate adjustment	0%
153	Fingerprinting fee	\$23	\$30	\$30	\$30	0%
154	Digital photographs (evidence)	-	\$27 + cost of photo supplies (\$1/sheet of photo paper or digital CD copy+postage if mailed).	\$27 + cost of photo supplies (\$1/sheet of photo paper or digital CD copy+postage if mailed).	\$27 + cost of photo supplies (\$1/sheet of photo paper or digital CD copy+postage if mailed).	0%
155	Insurance Letter for Crime Report	\$26	\$25	\$25	\$25	0%
156	Record clearance checks	\$56	\$57	\$57	\$57	0%
157	Vehicle accident report - video tape copy	-	\$25	\$25	\$25	0%
Miscellaneous Storage fees						
158	Stored Evidence Vehicle Fee (when stored onsite; per day)	\$13	\$12	\$12	\$12	0%
159	Repossessed Vehicle Release	-	\$15	\$15	\$15	0%
160	Gun Storage Fee	\$71	\$70	\$70	\$70	0%
161	Vehicle Release (for towed vehicle) - normal release NOTE: Tow Charge when applicable is due to City prior to release of vehicle by local tow company	\$102	\$100	\$100	\$100	0%
Parking Citation Penalties & Violations						
162	Administrative Fee (for cancelling a violation issued when person fails to display their handicap placard)	-	\$25	\$25	\$25	0%
163	Blocking a driveway	-	\$45	\$45	\$45	0%
164	Disabled Parking Space w/o Disabled Plate or Placard	-	\$285	\$285	\$285	0%
165	Electric Vehicle Charging Violation (More than 4 hours)	-	\$45	\$45	\$45	0%
166	Non-Electric Vehicle Parked in EV Parking space	-	\$45	\$45	\$45	0%
167	Small, one-time jobs (under \$2,000)	-	\$45	\$45	\$45	0%
168	No Parking	-	\$45	\$45	\$45	0%
169	Off Street Parking Violation	-	\$45	\$45	\$45	0%
170	Parked More than 18" from Curb	-	\$45	\$45	\$45	0%
171	Parked on Sidewalk	-	\$45	\$45	\$45	0%
172	Parking in Alley	-	\$45	\$45	\$45	0%
173	Parking Space Markings	-	\$45	\$45	\$45	0%
174	Permit Parking Only	-	\$45	\$45	\$45	0%
175	Red zone	-	\$45	\$45	\$45	0%
176	Timed Parking Zone	-	\$45	\$45	\$45	0%
177	Wrong side of Road	-	\$45	\$45	\$45	0%
178	Yellow loading Road	-	\$45	\$45	\$45	0%
168	72- Hour continuous Parking (parking violation)	-	\$75	\$75	\$75	0%

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

Schedule of PUBLIC SAFETY FEES						
CATEGORY		Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fees	% Change
Skate Park Facility Violations						
169	First offense	-	\$5	\$5	\$5	0%
170	Second violation within a year	-	\$10	\$10	\$10	0%
171	Third or further violation within a year	-	\$25	\$25	\$25	0%
Licenses						
172	Bicycle License	No fee	No fee	No fee	No fee	0%
Taxicab Fees:						
173	Initial Permit Application Fee	\$ 135.30	\$135	\$135	\$135	0%
174	Initial Taxi Driver Background Check	\$ 119.38	110 +DOJ	110 +DOJ	110 +DOJ	0%
<i>Annual Renewal License Fee:</i>						
175	For first vehicle	-	\$50	\$50	\$50	0%
176	Additional vehicle(s)	-	\$10	\$10	\$10	0%
Dance Fees						
177	Public dance, per event	-	\$75	\$75	\$75	0%
178	Dances at a fixed place of business where alcoholic beverages are sold, annually	-	\$300	\$300	\$300	0%
179	Dances at fixed place of business where alcoholic beverages are not sold, annually	-	\$150	\$150	\$150	0%
180	Dances, as defined in the FBMC Section 5.12.080		No fee	No fee	No fee	0%

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PUBLIC WORKS FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
Miscellaneous Fees						
181	Grading & Storm Water Protection Permit Fee	\$ 397	Actual cost incurred for staff review and approval; \$300 deposit	Actual cost incurred for staff review and approval; \$300 deposit	\$395	0%
Streets and Facility Fees						
<u>Street Furniture Permit Fees:</u>						
182	First Year		\$155	\$155	\$155	0%
183	Renewal: Subsequent Years		\$55	\$55	\$55	0%
184	Processing Fee for Parade/Street Closure	\$350	\$270	\$270	\$350	0%
Deposit to Borrow City-Owned Equipment						
185	Barricades (deposit, per barricade)	-	30% of cost of borrowed barricades (i.e number borrowed x \$35 x 30%)	30% of cost of borrowed barricades (i.e number borrowed x \$35 x 30%)	30% of cost of borrowed barricades (i.e number borrowed x \$35 x 30%)	0%
186	36" Reflective Traffic Cone (deposit, per cone)	-	30% of cost of borrowed cones (i.e number borrowed x \$25 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$25 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$25 x 30%)	0%
187	28" Reflective Traffic Cone (deposit, per cone)	-	30% of cost of borrowed cones (i.e number borrowed x \$15 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$15 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$15 x 30%)	0%
188	18" Reflective Traffic Cone (deposit, per cone)	-	30% of cost of borrowed cones (i.e number borrowed x \$10 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$10 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$10 x 30%)	0%
189	12" Reflective Traffic Cone (deposit, per cone)	-	30% of cost of borrowed cones (i.e number borrowed x \$8 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$8 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$8 x 30%)	0%
190	No Parking Tripod (deposit, per tripod)	-	30% of cost of borrowed cones (i.e number borrowed x \$30 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$30 x 30%)	30% of cost of borrowed cones (i.e number borrowed x \$30 x 30%)	0%

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PUBLIC WORKS FEES					
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change
Public Works Fees					
191	D-2 Rate for Hourly Supervision of Contractors Modifying City Water System	-	-	Fully loaded staff rate of employee(s) performing work; deposit required.	Fully loaded staff rate of employee(s) performing work; deposit required.
192	Pot Holing		Costs Incurred	Costs Incurred	Costs Incurred
193	Preparation Fee for Borrowing City Equipment	78.97	-	-	\$80
					100%
Encroachment Permit Fees					
Performance Bond					
(Bonded, licensed contractors shall not be required to comply with the deposits specified)					
194	Deposit	-	\$500	\$500	\$500
195	For excavation within paved roadway, alley, or easement areas	-	\$2/square foot	\$2/square foot	\$2/square foot
196	For excavation within unpaved roadway, alley, or easement areas	-	\$1/square foot	\$1/square foot	\$1/square foot
197	For excavation within parkway or sidewalk area, whether or not improved with concrete sidewalk	-	\$5/square foot	\$5/square foot	\$5/square foot
198	For all other public improvements	-	Use estimated construction cost determined by the developer and approved by the City Engineer	Use estimated construction cost determined by the developer and approved by the City Engineer	Use estimated construction cost determined by the developer and approved by the City Engineer
199	Permit Review & Issuance Fee	-	\$80	\$80	\$95
					0%
					0%
					0%
					0%
					0%
					19%
Permit Inspection Fee					
200	Annual Encroachment Permit	\$95.00	\$95	\$90	\$95
201	Trenching	\$63.64	\$50 (1st 100 lf) + \$0.25/lf afterwards	\$50 (1st 100 lf) + \$0.25/lf afterwards	\$50 (1st 100 lf) + \$0.25/lf afterwards
202	Sidewalk Closure (façade improvements, sidewalk sales, etc)	See fee calc tab	\$70	\$70	\$70
203	Street Closure	\$161.04	-	-	\$160
204	Inspection Fees - Repairs & Replacements	\$79.56	65	65	80
205	Miscellaneous Permits (not covered elsewhere; per location)		\$100	\$100	\$100
206	Parking (per week; per space)		\$25	\$25	\$25
207	Sidewalk, Curb & Gutter, Ramp, Conform Paving & Driveway	\$63.64	\$0.10/sf	\$0.10/sf	\$0.10/sf
208	Oversize Load Permit	\$15.00	-	-	\$15
209	Fine for Working without Encroachment Permit		Double cost of permit	Double cost of permit	Double cost of permit
					6%
					100%
					23%
					0%
					0%
					0%
					New fee

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PUBLIC WORKS FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
Water Enterprise Fees						
Backflow Prevention Device Fees:						
210	Inspection Fee - New Backflow Installation	\$60		\$60	\$60	
211	Annual test fee if performed by City personnel (should the device fail the test, customer is responsible for repairs & would receive one follow-up retest at no charge)	\$133	\$125	\$105	\$130	24%
212	Annual fee for private business who wishes to be listed as a Backflow Prevention Device Tester (upon filing the proper documentation with the City Clerk)		\$225	\$225	\$225	0%
213	Temporary backflow device for special events	\$100	100	100	\$ 100	0%
Grease Trap/Interceptors:						
214	Initial Application Fee	\$166	\$155	\$145	\$160	
Public Works Fees						
215	Annual Inspection Fee	\$95	\$85	\$80	\$95	19%
Sanitary Sewer Fees						
216	Permit and inspection of connections to the sanitary sewer system per residential or nonresidential unit	\$162	\$145	\$150	\$160	7%
217	Permit and inspection of apartment connections to the sanitary sewer system	-	\$140 + \$10 per each unit in excess of 5 units	\$140 + \$10 per each unit in excess of 5 units	\$160 + \$10 per unit in excess of 5 units	
218	Extension of sewer mains or other work required, such as setting manholes or installing pump stations, to extend service to an area or parcel to accommodate a connection	-	Actual cost of work; \$70 for written cost estimate	Actual cost of work; \$70 for written cost estimate	Actual cost of work; \$70 for written cost estimate	
219	During Normal Operation Hours	-	Minimum charge of one hour; hourly rate is based on the current rate of employee, including	Minimum charge of one hour; hourly rate is based on the current rate of employee, including	Minimum charge of one hour; hourly rate is based on the current rate of employee, including benefits & overhead	
220	If After Hours*	-	Minimum charge to cover up to 3 hours; rate is based on three times the current overtime rate of employee, including benefits & overhead. Hourly rate	Minimum charge to cover up to 3 hours; rate is based on three times the current overtime rate of employee, including benefits & overhead. Hourly rate thereafter, rate	Minimum charge to cover up to 3 hours; rate is based on three times the current overtime rate of employee, including benefits & overhead. Hourly rate thereafter, rate is based on the current overtime	

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PUBLIC WORKS FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
<u>Treated Wastewater Disposal Fee</u>						
221	Septage Receiving Station Tipping Fees		-	-	\$0.20/ gallon and a \$40 gate fee	
<u>Water Enterprise Fees</u>						
222	Water Charges for Voluntary Water Sales (per Hundred Cubic Feet (HCF))	-	\$15.54	\$15.54	\$16.32	5%
223	Water Account Deposit	-	\$150	\$150	\$150	0%
224	Water Hydrant Meter Rental Deposit	-	\$950	\$950	\$950	0%
225	Water Hydrant Meter Rental (per month)	\$0	\$25	\$25	\$25	0%
226	Water Line Testing and Forms	-	Cost Incurred	Cost Incurred	Cost Incurred	0%
227	Water Meter Split Evaluation	\$73	\$65	\$65	\$70	8%
228	Water Turn On/Off at Customer Request	\$34	\$30	\$30	\$35	17%
229	Water Turn On After Hours*	\$206	\$200	\$200	\$200	0%
*after hours is considered after 2:30 on regular business; and anytime on weekends and holidays						
230	Greywater Reuse Application Fee	-	\$47	\$50	\$50	0%

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

City of Fort Bragg				
Master Fee Schedule				
Schedule of WATER CAPACITY & CONNECTION FEES				
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee
WATER CAPACITY CHARGE	-	\$4,631	\$4,631	\$4,631
Multi-Family Unit Capacity Charge (Res# 4094-2018)	-	-	\$3,983	\$3,983
WATER SERVICE CONNECTION FEES				
Sewer Service Type			Over 30 feet, \$/ft.	2022/23 Proposed Fee
3/4" Single Service			\$38.30	\$2,624
1" Single Service			\$40.87	\$3,165
1" Single Service Split into 2 5/8" x 3/4"			\$43.16	\$4,121
1 1/2" Single Service			\$44.82	\$4,030
2" Single Service Split into 5 5/8" x 3/4"			\$56.34	\$5,721
2" Service Disc Meter - Low Demand			\$50.81	\$4,560
4" Service			\$42.01	\$7,597
6" Service			\$54.75	\$10,980
METER ONLY INSTALL				
Size	Actual Costs	2019/20 Fees	2019/2020 Adopted Fees	2022/23 Proposed Fee
5/8" x 3/4"	-	\$738	\$738	\$950
1"	-	\$1,123	\$1,123	\$1,210
1" Single Service Split into 2 - 5/8" x 3/4"	-	\$1,123	\$1,123	\$1,639
1-1/2"	-	\$1,911	\$1,911	\$2,144
2"		\$2,986	\$2,986	\$2,062
4"	-	Time & Materials	Time & Materials	\$4,949
6"	-	Time & Materials	Time & Materials	\$7,203
METER SPLIT				
2 5/8" x 3/4" meters on existing service	-	\$1,188	\$1,188	\$1,259
Meter split with street crimp in cement sidewalk	-	\$1,548	\$1,548	\$1,580

0%
0%

FORT BRAGG CITY COUNCIL RESOLUTION NO.3989-2017 DATED MARCH 27,2017

- 1.The City will not required separate water and/or sewer connections for any Accessory Dwelling Unit(ADU)
2. If a property owner chooses not to establish a separate water connection and/or a separate sewer connection for an ADU, a connection fee must be paid accordance with the City's adopted fee schedule.
3. The City will not require payment of water or sewer capacity fees for any ADU

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

City of Fort Bragg						
Master Fee Schedule						
Schedule of SEWER CAPACITY & CONNECTION FEES						
	CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change
	SEWER CAPACITY CHARGE	-	\$3,640	\$3,640	\$3,640	0%
SEWER SERVICE CONNECTION FEES						
Sewer Service Type						
	Sewer Connection Only (no water)			Over 30 feet, \$/ft.	Fee includes 30 feet of pipeline	
	4" Lateral, 4' Deep			\$73.29	\$2,199	
	4" Lateral, 6' Deep			\$90.47	\$2,714	
	4" Lateral, 8' Deep			\$116.62	\$3,498	
	4" Lateral, 10' Deep			\$145.18	\$4,355	
	6" Lateral, 4' Deep			\$84.46	\$2,534	
	6" Lateral, 6' Deep			\$102.13	\$3,064	
	6" Lateral, 8' Deep			\$128.62	\$3,858	
	6" Lateral, 10' Deep			\$157.68	\$4,730	

FORT BRAGG CITY COUNCIL RESOLUTION NO.3989-2017 DATED MARCH 27,2017

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2. If a property owner chooses to establish a separate water connection and/or a separate sewer connection for an ADU, a connection fee must be paid accordance with the City's adopted fee schedule.
3. The City will not require payment of water or sewer capacity fees for any ADU

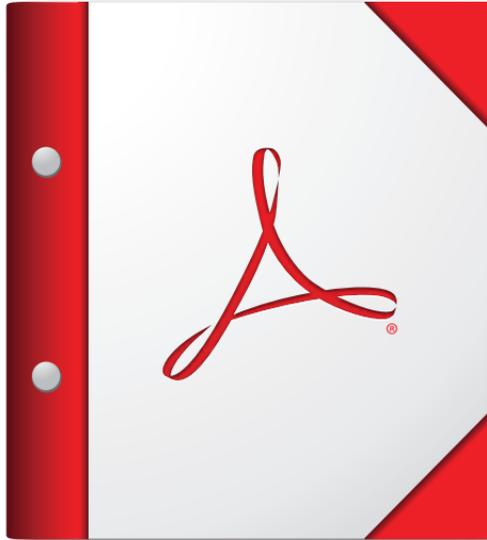
Schedule of DRAINAGE FEES						
	CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change
LAND USE CLASSIFICATION						
	RVH, RH, RM		\$0.15013	\$0.15013	\$0.1501	0%
	RL		\$0.37054	\$0.37054	\$0.3705	0%
	RS, RR		\$0.37054	\$0.37054	\$0.3705	0%
	CN, CO, CBD, CG, CH		\$0.14623	\$0.14623	\$0.1462	0%
	IH, IL, HD, IT		\$0.14623	\$0.14623	\$0.1462	0%
	PR		\$0.14361	\$0.14361	\$0.1436	0%
	PF		\$0.05068	\$0.05068	\$0.0507	0%
	OS		\$0.21541	\$0.21541	\$0.2154	0%

CITY OF FORT BRAGG
2022/23 PROPOSED FEES

Schedule of WATER CONSERVATION PENALTIES						
	CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change
WATER CONSERVATION PENALTIES						
	CATEGORY				PENALTY	
	Penalties for Violation:					
STAGE:1						
1.	First Offense:					
	a.Minor Offense				\$20 + written warning	
	b.Major Offense				\$100 + written warning	
2.	Second Offense:					
	a.Minor Offense				\$100	
	b.Major Offense				\$500	
3.	Third or Subsequent Offense:					
	a.Minor Offense				\$500	
	b.Major Offense				\$1,000	
STAGE:2						
1.	First Offense:					
	a.Minor Offense				\$100	
	b.Major Offense				\$250	
2.	Second Offense:					
	a.Minor Offense				\$250	
	b.Major Offense				\$500	
3.	Third or Subsequent Offense:					
	a.Minor Offense				\$500	
	b.Major Offense				\$1,000	
STAGE: 3 & 4						
1.	First Offense				\$500	
2.	Second Offense				\$1,000	
3.	Third or Subsequent Offense					
	The City Manager may instruct staff to shut off the water service to				\$1,000	

**CITY OF FORT BRAGG
2022/23 PROPOSED FEES**

Schedule of PARKS & FACILITIES USAGE FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
TOWN HALL						
Additional Use Beyond Basic 12 Hours (per hour)	-	\$120	\$10	\$10	0%	
Basic Use Fee (each 12 hours)		\$125	\$125	\$125	0%	
Non-Profit Use Fee (each 12 hours)	-	\$60	\$60	\$60	0%	
Custodian Charge (per hour during normal hours of work)	\$78.71	\$62	\$62	\$78	26%	
Custodian Charge (per hour; Overtime Rate)	\$216.12	\$186	\$186	\$216	16%	
Deposit for Alcohol Use	-	\$500	\$500	\$500	0%	
Security/Cleaning & Key Deposit		\$200	\$200	\$200	0%	
AV Equipment Use & Setup Fee (hourly) Min. 2 hours. \$44/hourly charge thereafter	\$155	\$135	\$135	\$140	4%	
AV Tech after hours charge (hourly) - Per event	\$182	\$178	\$178	\$182	2%	
<i>Normal Hours: 8am - 5pm (Mon-Fri), excluding holidays.</i>			<i>After hours: Other than Normal Hours noted above.</i>			
FILM PERMIT FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
PERMIT PROCESSING FEE						
Minor Events (up to 7 days)	\$50	\$50	\$50	\$50	0%	
Major Events (over 7 days)	\$100	\$100	\$100	\$100	0%	
Event Deposit Account:	-	A deposit account will be set up to cover cost of employees & equipment	A deposit account will be set up to cover cost of employees & equipment	A deposit account will be set up to cover cost of employees & equipment required during	0%	
GYM USE						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
Basic Use Fee (per hour)	-	\$20	\$20	\$20	0%	
Daily Use Fee (12 hours)	-	\$100	\$100	\$100	0%	
Extended Use Fee	-	Fee established on case-by-case basis by City Manager	Fee established on case-by-case basis by City Manager	Fee established on case-by-case basis by City Manager	0%	
Non-Profit Use Fee (for up to 3 hours of use)	-	\$25	\$25	\$25	0%	
SMALL CELL WIRELESS FACILITIES FEES						
CATEGORY	Actual Costs	2019/20 Fees	Current Adopted Fees	2022/23 Proposed Fee	% Change	
Small Cell Wireless Permit Application Fees						
Collocated Small Cell Wireless Facilities (up to five cells)	-	-	\$500	\$500	0%	
Collocated Small Cell Wireless Facilities (per cell beyond five)	-	-	\$100	\$100	0%	
New Pole or Structure for Small Cell Wireless Facility (per pole)	-	-	\$1,000	\$1,000	0%	
Master License Agreement (MLA) Administrative Fee	-	-	Actual Cost/DDA	Actual Cost/DDA	0%	
Additional actual costs related to processing Small Cell Wireless Facilities applications	-	-	Actual Cost/DDA	Actual Cost/DDA	0%	
Annual Administrative Review, Inspection, Monitoring & Reporting	-	-			0%	
Small Cell Attached to City-Owned Pole or Structure	-	-	\$270	\$270	0%	
Small Cell Not Attached to City-Owned Pole or Structure	-	-	\$270	\$270	0%	
Small Cell Covered by MLA	-	-	Per MLA	Per MLA	0%	
297 Additional actual costs related to administering small cell wireless facilities	-	-	Actual Cost	Actual Cost	0%	



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City of Fort Bragg

416 N Franklin Street
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Text File

File Number: 22-400

Agenda Date: 8/10/2022

Version: 1

Status: Business

In Control: Finance and Administration Committee

File Type: Staff Report

Agenda Number: 3C.

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



CITY OF FORT BRAGG

416 N. FRANKLIN, FORT BRAGG, CA 95437
PHONE 707/961-2823 FAX 707/961-2802

FINANCE AND ADMINISTRATION COMMITTEE ITEM SUMMARY REPORT

MEETING DATE: AUGUST 10, 2022
TO: Finance and Administration Committee
AGENDA ITEM TITLE: Receive Reportable Items Report

BACKGROUND AND OVERVIEW:

Municipal Code and fiscal policies of the City of Fort Bragg require certain items to be reported to the Finance and Administration Committee each Fiscal Quarter. Items required to be reported are:

- 1) The City's investment portfolio- Treasurer's Report
- 2) Approved intradepartmental budget transfers
- 3) Contracts under \$25,000 which are approved by the City Manager
- 4) Change orders approved by the City Manager per Purchasing Policies and Procedures
- 5) List of disbursements

The reportable items for Quarter four of the Fiscal Year 2021/22 have been compiled to be presented today.

There were no approved intradepartmental budget transfers for the Quarter.

RECOMMENDATION:

The committee accept the Quarter's report ended June 30, 2022, for information purposes only.

ALTERNATIVES:

Request additional information related to reportable items.

ATTACHMENTS:

1. Treasurer's Report (Investment Portfolio)
2. Contracts under \$25k Report
3. Change Orders Report
4. Disbursements Listing

CITY OF FORT BRAGG

TREASURER'S REPORT

June 30, 2022



OVERVIEW

The City's investment objectives in order of priority are to provide safety, ensure the preservation of capital, provide sufficient liquidity for cash needs and earn a competitive rate of return (yield) within the confines of the California Government Code and the City Investment Policy.

- **Safety** – Safety of principal is the foremost objective of the investment program. Investments for the City will be made in a manner that seeks to ensure the preservation of capital in the overall Portfolio.
- **Liquidity** – The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.
- **Yield** – The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints, liquidity needs, and cash flow characteristics of the Portfolio.

To view the City's Investment and Fiscal policy, refer to the City's Annual Budget.

Reports on the City's investment portfolio and cash position are developed by the Finance Director/City Treasurer and reviewed by the Finance & Administration Committee quarterly.

California statutes authorize cities to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 – Financial Affairs. The table below identifies the investment types that are authorized for the City by the California Government Code (or the City's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. During the quarter ended, the City's permissible investments included the following instruments:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Investment Fund (State Pool)	N/A	Unlimited	\$50 Million
U.S. Treasury Obligations	5 years	Unlimited	None
U.S. Government Agency Issues	5 years	Unlimited	None
Repurchase Agreements	90 days	10%	None
Bankers' Acceptances (must be dollar denominated)	270 days	40%	None
Commercial Paper - A rated minimum	180 days	15%	None
Certificates of Deposits - FDIC insured	5 years	50%	None
General obligations of any State or Political subdivision - AA rated minimum	5 years	30%	None
Money market mutual funds holding - Cash and U.S. Government Obligations	N/A	None	None

Governmental Accounting Standards Board Statement 31 requires the City to recognize the fair market value of its investments at the end of each fiscal year. The market values of investments included in this report were obtained from the State Controller's office for Local Agency Investment Funds (LAIF) and from the City's registered investment advisor STIFEL.



ANALYSIS

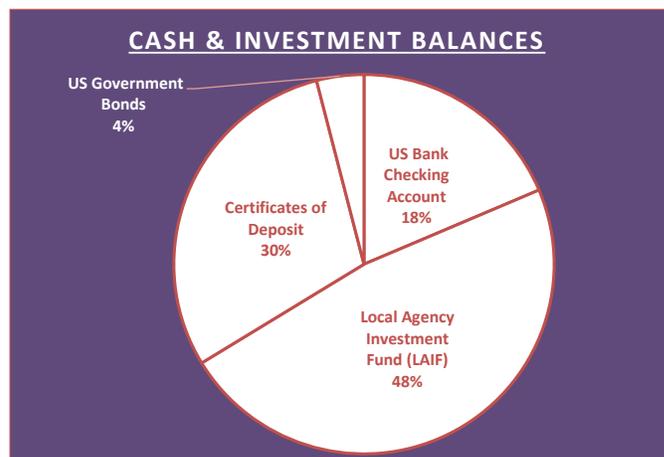
As of June 30, 2022, the City's Cash and Investment portfolio balances at market value were \$22.9 million, an increase of 17 percent from the prior quarter. The investment portfolio consists primarily of CDs purchased at a maximum of \$250k, Government Bonds, and investments in the California Local Agency Investment Fund (LAIF).

LAIF interest rates have begun climbing back up from 25 basis points to 75 basis points at the end of the fourth quarter as the Treasury yields have increased. The weighted average rate of return on CDs was 2.66%, and the weighted average rate of return on the entire Portfolio is over 2 basis points (2.03%).

CHECKING AND INVESTMENT BALANCE

Portfolio	Q1	Q2	Q3	Q4	% Yield
US Bank Checking Account	4,149,305	2,353,295	2,953,342	\$ 4,279,196	0.16% *
Local Agency Investment Fund (LAIF)	12,938,679	12,946,558	10,954,086	10,963,909	0.75%
Certificates of Deposit	3,564,402	3,786,081	4,199,670	6,829,805	2.66% **
US Government Bonds	-	985,945	938,035	923,790	1.68%
Total	\$ 20,652,386	\$ 20,071,879	\$ 19,045,133	\$ 22,996,700	

*Earnings Allowance ** Weighted Average



	FY 21/22 Budget	Actual 6/30/22	Budget Variance
Interest Income - All Funds	\$ 167,865	\$ 137,488	\$ (30,377)

The net investment income earned for the first quarter year was \$69,063, including Interest earned of \$137,488 and market value adjustments (Unrealized Gains) of \$206,551 as required by GASB 31. The daily change in the market is temporary, as the City mostly holds its CDs investments until maturity when they can be redeemed at par value.



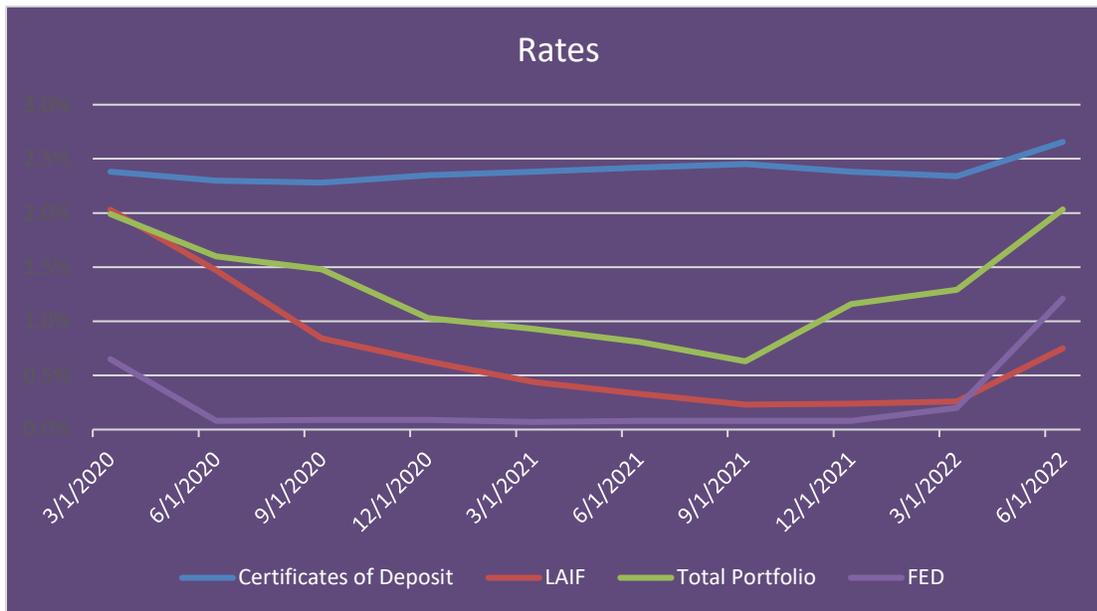
INVESTMENT LIQUIDITY

The Portfolio is highly liquid, with 66% available within 30 days and 9% within one year.

Aging Interval	Market Value	% Portfolio
< 30 Days	\$ 15,243,105	66%
31 days - 1 Year	1,988,431	9%
1 - 2 years	2,182,759	9%
2 - 4 Years	2,132,462	9%
4 - 5 Years	1,449,944	6%
	\$ 22,996,700	

HISTORICAL RATE TREND

The graph below depicts the historical interest rate trend for the entire Portfolio and certificates of deposits.



Investment in Local Agency Investment Fund (LAIF)

The City is a voluntary participant in the California Local Agency Investment Fund (LAIF), which is regulated by the California Government Code Section under the oversight of the Local Investment Advisory Board (Board). The Board consists of five members as designated by state statute and is chaired by the State Treasurer, responsible for the day-to-day administration of LAIF.



Investment in Certificates of Deposits

Holding	Par Value	Market Value	Est. Yield	Maturity Date
Commenity Capital	249,000	249,433	3.12%	08/15/22
Farmers State Bank Ind	247,000	247,296	2.33%	09/19/22
Mountain America Fed Credit Union	249,000	249,411	2.38%	11/30/22
American Express BK	247,000	247,514	2.43%	12/05/22
Knoxville TVA	249,000	249,286	2.37%	01/26/23
Belmont Savings Bank	248,000	248,625	2.66%	02/28/23
Citibank	246,000	246,785	2.85%	04/11/23
First Tech Federal Credit Union	249,000	250,081	3.18%	06/14/23
Goldman Sachs	245,000	246,156	3.27%	08/15/23
Jefferson Financial Credit Union	246,000	247,097	3.27%	10/19/23
State Bank of India	249,000	234,675	0.79%	10/28/24
Synchrony Bank	249,000	234,508	0.74%	10/24/24
Lafayette Federal Credit Union	249,000	246,966	3.02%	12/16/24
Barclays Bank	247,000	236,354	1.74%	03/17/25
Live Oak Banking Co	247,000	246,669	3.08%	05/23/25
Commexus Credit Union	249,000	246,308	3.03%	05/27/25
Morgan Stanley PVT	246,000	244,025	3.13%	05/27/25
Meritrust Credit Union	249,000	249,000	3.35%	07/05/25
Bankers Bank	249,000	244,030	2.81%	11/06/25
True Sky Fedl	248,000	232,011	1.51%	02/04/26
Beal Bank	247,000	237,382	2.28%	04/01/26
Baxter Credit Union	249,000	246,249	3.08%	06/22/26
Greenstate Credit Union	249,000	234,361	2.18%	03/01/27
Capital One NA	246,000	241,806	3.10%	05/04/27
Capital One Bank	246,000	241,806	3.10%	05/04/27
Numerica Credit Union	249,000	245,250	3.15%	05/04/27
Discover Bank	246,000	243,375	3.23%	05/19/27
Morgan Stanley Bank	246,000	243,346	3.23%	05/26/27
Total Certificates of Deposit	\$ 6,935,000	\$ 6,829,805		



Contracts - \$25,000 & Under

April 1, 2022 - June 30, 2022

Date	Consultant/ Contractor	Project	Not to Exceed Amount	Term
4/4/2022	PYRO SPECTACULARS NORTH. INC. 5301 Lang Avenue McClellan, CA 95652	Independence Day fireworks	\$19,500.00	4/15/2022 – 7/3/2022
4/8/2022	GRANICUS 408 Saint Peter St., Suite 600 Saint Paul, MN 55102	Video encoding, live cast, and ClearCaster software	\$8,468.00	4/8/2022 – 4/29/2022
4/18/2022	SHN CONSULTING ENGINEERS 335 S. Main Street Willits, CA 95490	Construction support services for CDBG-funded Parents and Friends Cypress Street Project	\$25,000.00	4/18/2022 – 8/31/2023
4/27/2022	METROPOLITAN PLANNING GROUP 51 E. Campbell Avenue #1247 Campbell, CA 95009	Environmental consulting and input on CEQA determinations	\$5,000.00	4/27/2022 – 9/30/2023
5/3/2022	JACOBSZON & ASSOCIATES, INC. 117 Clara Avenue Ukiah, CA 95482	Biological and botanical assessment and report for 860 Hazelwood Street	\$6,600.00	5/3/2022 – 9/30/2022
6/10/2022	COLANTUONO, HIGHSMITH, WHATLEY 420 Sierra College Drive, Suite 140 Grass Valley, CA 95945-5091	Draft transactions and use tax ordinance	\$25,000.00	6/10/2022 – Completion
6/13/2022	SUPERIOR PUMP & DRILLING 1251 N. Main Street Fort Bragg, CA 95437	Water Well at C.V. Starr Center	\$14,732.00	6/13/2022 – 12/31/2024
6/16/2022	KNORR SYSTEMS, INC. 2221 S. Standard Avenue Santa Ana, CA 92707	Replacement of C.V. Starr Center's BECS Automated Chemical Controller	\$15,996.44	6/16/2022 – 12/31/2022
6/22/2022	SYDNEY M. WOOLLARD, MAI, SRPA 19140 Pacific Drive Fort Bragg, CA 95437	Appraisal of property at 30900 West Highway 20 and 19671 Summers Lane	\$4,000.00	6/22/2022 – 10/31/2022
6/22/2022	MARIE JONES CONSULTING 16312 Old Caspar RR Fort Bragg, CA 95437	Planning and environmental review for 1280 N. Main Street	\$6,120.00	\$6/22/2022 – 9/30/2024
6/27/2022	STANLEY ACCESS TECHNOLOGIES 1312 Dupont Court Manteca, CA 95336	Installation of Two M-Force Operator Headers for Swing Doors at C.V. Starr Center	\$6,912.00	6/27/2022 – 8/31/2022



PW Contract Change Orders Approved by City Manager (not CC)

April through June 2022

Date	Project Name & Contractor	Change Order No. and Description	Amount
06/15/2022	2022 Streets Project; R.E.Y. Engineers, Inc.	CCO #2: develop 30% design and cost estimate to extend Hazelwood Street	\$6,500.00
June 2022	Pyro Spectaculars North, Inc.	CCO #1: Increase to insurance cost for 2022 Firework Event	\$3,000.00

Bank Reconciliation

Board Audit

User: iwhippy
 Printed: 08/03/2022 - 5:29PM
 Date Range: 04/01/2022 - 06/30/2022
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 110 General Fund				
Department: 0000				
9949	CALIFORNIA INTERGOVERNMENT	VSP Wilder March 2022	04/05/2022	90,148.52
9968	Moba Events	LP Refund	04/08/2022	100.50
9977	UNITED STATES POSTAL SERVICE	Prepaid Postage for City Hall and PD	04/08/2022	3,600.00
9999	RICHARD D. JONES APLC	Code Enforcement	04/15/2022	202.50
10004	MENDOCINO COAST HOSPITALITY	Winter Shelter	04/15/2022	1,200.00
10008	MOTEL 6 FORT BRAGG	Winter Shelter March 2022	04/15/2022	1,750.32
10012	PACIFIC GAS & ELECTRIC CO.	Acct#0783031547-4 Serv. 02/18/22-03/	04/15/2022	176.14
10037	CALIFORNIA INTERGOVERNMENT	EAP - May 2022	04/19/2022	184.60
10054	MOTEL 6 FORT BRAGG	Winter Shelter 04/01/22 - 04/15/22	04/22/2022	4,959.24
10071	ALTERNITY GROUP	Life May 2022	04/29/2022	1,026.07
10072	CALIFORNIA INTERGOVERNMENT	VSP May 2022	04/29/2022	84,990.72
10075	ISOLVED BENEFIT SOLUTIONS	FSA March 2022	04/29/2022	73.50
10076	MYERS-STEVENSON TOOHEY & CO.,	PD LTD May 2022	04/29/2022	297.00
10135	MOTEL 6 FORT BRAGG	Winter Shelter April 16-30, 2022- (Fin	05/06/2022	3,646.50
10162	RINEHART DISTRIBUTING INC.	Refund for overpaid BP # 22-16	05/12/2022	110.00
10191	CHRISTINE CHURCHILL	Est. TOT & Penalties exceed actual an	05/20/2022	2,995.05
10202	RICHARD D. JONES APLC	Code Enforcement	05/20/2022	270.00
10209	PACIFIC GAS & ELECTRIC CO.	Acct #0783031547-4 03/22/22-04/20/	05/20/2022	192.78
10219	ALTERNITY GROUP	Life Ins WORD RETRO May 2022	05/27/2022	1,083.26
10221	CALIFORNIA INTERGOVERNMENT	EAP JUNE 2022 Count = 63	05/27/2022	178.92
10232	CV STARR COMMUNITY CENTER	Refund for overpayment on USBank S	05/27/2022	6,064.65
10319	FORT BRAGG POLICE ASSN.	FBPA dues	06/15/2022	800.00
10348	MENDOCINO FILM FESTIVAL	Deposit Refund for Equipment Return	06/17/2022	528.00
10382	RICHARD D. JONES APLC	575 S Whipple St	06/24/2022	22.50
10392	REMIF INSURANCE-EAP	Feb 2022 EAP PR Batch 102.01.2022	06/24/2022	181.76
10398	AFLAC	AFLAC	06/28/2022	1,305.54
20220402	EMPOWER Retirement	Def Comp PR Batch 101.04.2022	04/04/2022	3,330.00
20220416	CA PUBLIC EMPLOYEES RETIREM	PERS-Safety PEPRA	04/15/2022	8,451.54
20220417	CA PUBLIC EMPLOYEES RETIREM	PERS-Misc PEPRA	04/15/2022	11,386.27
20220418	CA PUBLIC EMPLOYEES RETIREM	PERS-Safety Classic	04/15/2022	2,625.00
20220419	CA PUBLIC EMPLOYEES RETIREM	PERS-Misc Classic	04/15/2022	5,575.49
20220420	UNITED STATES TREASURY	Fed PR Taxes PR Batch 102.04.2022	04/15/2022	46,811.17
20220430	UNITED STATES TREASURY	PR Tax PR Batch 103.04.2022	04/29/2022	43,985.02
20220433	CA PUBLIC EMPLOYEES RETIREM	PERS Batch 103.04.2022 MC	05/11/2022	5,638.89
20220434	CA PUBLIC EMPLOYEES RETIREM	PERS Batch 103.04.2022	05/11/2022	11,360.32
20220435	CA PUBLIC EMPLOYEES RETIREM	PERS Batch 103.04.2022 SP	05/11/2022	7,981.73
20220436	CA PUBLIC EMPLOYEES RETIREM	PERS Batch 103.04.2022 SC	05/11/2022	2,560.83
20220516	CA PUBLIC EMPLOYEES RETIREM	Payday 05-13-2022 Safe PEPRA	05/16/2022	7,384.39
20220517	CA PUBLIC EMPLOYEES RETIREM	Payday 05-13-2022 Misc PEPRA	05/16/2022	11,352.21
20220518	CA PUBLIC EMPLOYEES RETIREM	Payday 05-13-2022 Misc Classic	05/16/2022	5,605.61
20220519	CA PUBLIC EMPLOYEES RETIREM	Payday 05-13-2022 Safe Classic	05/16/2022	2,581.50
20220520	UNITED STATES TREASURY	PR Taxes 05-13-2022	05/16/2022	41,499.19
20220521	EMPLOYMENT DEVELOPMENT DI	PR PIT Taxes 5/13/22	05/17/2022	6,700.88
20220522	EMPLOYMENT DEVELOPMENT DI	PR SDI Taxes 5/13/22	05/17/2022	1,437.23
20220532	EMPOWER Retirement	Def Comp PR Batch 102.05.2022	05/27/2022	3,355.00
20220611	UNITED STATES TREASURY	PR 101.06.2022	06/14/2022	38,187.68
20220630	EMPLOYMENT DEVELOPMENT DI	PIT 102.06.2022	06/24/2022	6,251.33
20220631	EMPLOYMENT DEVELOPMENT DI	SDI 102.06.2022	06/24/2022	1,272.45
20220635	CA PUBLIC EMPLOYEES RETIREM	PERS Adj for Police Holiday Pay	06/27/2022	400.98
20220636	CA PUBLIC EMPLOYEES RETIREM	PERS Adj for Police Holiday Pay	06/27/2022	2,892.06

Check No.	Vendor/Employee	Transaction Description	Date	Amount
20220637	CA PUBLIC EMPLOYEES RETIREM	PERS Adj for Police Holiday Pay	06/27/2022	5,501.11
Total for Department: 0000				490,215.95
Department: 4110 City Council				
9933	LINDY PETERS	Travel Reimbursement- Ukiah RT & L	04/01/2022	82.86
9983	CALIFORNIA INTERGOVERNMENT	City Council-WC Q4 Contribution FY	04/15/2022	86.94
10024	TESS ALBIN-SMITH	Travel Reimbursement- Confrence-Yo	04/15/2022	1,182.63
10134	JESSICA MORSELL-HAYE	Travel Reimbursement- Yosemite Poli	05/06/2022	1,490.71
10237	HARVEST MARKET	CM Meeting	05/27/2022	278.10
10262	ARTS COUNCIL OF MENDOCINO C	Ceramic Mosaic by Layne Roytman@	06/03/2022	15,475.00
10343	LEAGUE OF CALIFORNIA CITIES	Redwood Empire Division Mtg (05/0	06/17/2022	55.00
Total for Department: 4110 City Council				18,651.24
Department: 4130 City Manager				
9917	BRUCE ANDERSON	Online advertising	04/01/2022	144.96
9943	THE COAST KOZT-FM	broadcast 03/31/22 to 04/07/22	04/01/2022	200.00
9956	BRUCE ANDERSON	Recruitment	04/08/2022	21.00
9983	CALIFORNIA INTERGOVERNMENT	Admin-WC Q4 Contribution FY21	04/15/2022	1,738.80
9984	CALIFORNIA NEWSPAPERS PARTN	HR- Recruitment	04/15/2022	473.01
9999	RICHARD D. JONES APLC	Attorney Fees	04/15/2022	16,172.64
10001	JUNE LEMOS	Travel Reimbursement- City Clerks of	04/15/2022	301.95
10009	OCCU-MED, LTD.	Pre Employment Medical- J.Archimed	04/15/2022	1,547.09
10021	David Spaur	Travel Reim- Meeting League of Citie	04/15/2022	140.66
10025	THE COAST KOZT-FM	Recruitment- IT Admin Opening	04/15/2022	60.00
10048	CALIFORNIA NEWSPAPERS PARTN	The Ukiah Daily Journal- REf#000665	04/22/2022	3,833.98
10055	PECKHAM & MCKENNEY	City of FB Professional Fee Retainer I	04/22/2022	18,000.00
10092	RICHARD D. JONES APLC	Mendocino RR	04/29/2022	10,000.00
10096	OCCU-MED, LTD.	Pre Employment- C.Word CSO	04/29/2022	942.00
10130	Kevin Kearney	Travel Expense Reimbursement- Inter	05/06/2022	814.00
10131	LIEBERT, CASSIDY, WHITMORE	Legal Services Matter # FO287-00005	05/06/2022	2,265.00
10190	CALIFORNIA NEWSPAPERS PARTN	Ukiah Daily Journal Acct #2114123- F	05/20/2022	546.70
10202	RICHARD D. JONES APLC	Mendocino RR	05/20/2022	10,952.00
10203	JOSEPH KERBY	Reimburse candidate's travel expenses	05/20/2022	1,564.00
10212	REGIONAL GOVERNMENT SERVIC	Contract Service for April 2022	05/20/2022	3,810.10
10214	THE COAST KOZT-FM	Job Opening Anouncement April 2022	05/20/2022	40.00
10238	RICHARD D. JONES APLC	Mendocino RR	05/27/2022	10,000.00
10239	LEAGUE OF CA CITIES	Membership dues for Redwod Empire	05/27/2022	165.00
10296	PECKHAM & MCKENNEY	Recruitment Services for the Position o	06/10/2022	9,000.00
10333	STATE OF CALIFORNIA DOJ	HR- Fingerprint APPS/FBI	06/17/2022	81.00
10334	CALIFORNIA NEWSPAPERS PARTN	Ukiah Daily Journal- Ref #000666463	06/17/2022	2,732.76
10350	OCCU-MED, LTD.	Exam-J.Ford	06/17/2022	320.81
10356	THE COAST KOZT-FM	Gov Acct 1 & Treatment Plant Emp-A	06/17/2022	200.00
10382	RICHARD D. JONES APLC	Mendocino RR	06/24/2022	32,413.00
10384	KUTAK ROCK LLP	Legal Services & Support to acquire &	06/24/2022	23,480.11
10396	THE COAST KOZT-FM	GOVERNMENT ACCT 1	06/24/2022	200.00
10414	FEDERAL EXPRESS CORP	DELIVERED 6/4/22 - CITY CLERK	06/30/2022	196.21
10420	LIEBERT, CASSIDY, WHITMORE	FOR PROFESSIONAL SERVICES RI	06/30/2022	909.00
Total for Department: 4130 City Manager				153,265.78
Department: 4150 Finance				
9983	CALIFORNIA INTERGOVERNMENT	Fin-WC Q4 Contribution FY21	04/15/2022	1,260.63
10080	LAURA BIANCHI LIMBIRD	Tableau Training Sprinkbrook	04/29/2022	900.00
10087	GARDA CL WEST, INC	City Hall	04/29/2022	525.50
10105	SURETY AUTHORITY INC	\$50k bond Isaac treasures- Reissue che	04/29/2022	265.00
10121	LAURA BIANCHI LIMBIRD	Refund for Standing Desk	05/06/2022	762.13
10196	GARDA CL WEST, INC	Client #683973- Srvc April 2022- 04/2	05/20/2022	538.62
10274	FBHS SAFE & SOBER	check reissue fee	06/10/2022	-42.00
10277	GARDA CL WEST, INC	Client #683973 June 2022 Services	06/10/2022	518.14
10339	GARDA CL WEST, INC	City Hall- Excess Premise time 05/04/	06/17/2022	13.12

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10349	MUNISERVICES, LLC	Suta Services/District Tax	06/17/2022	547.69
10412	DAVID WELLHOUSE & ASSOCIATI	PREPARATION & FILING OF STAT	06/30/2022	1,200.00
20220410	CA PUBLIC EMPLOYEES RETIREM	2022 Replacement Benefit C. Jackson.	04/05/2022	300.87
Total for Department: 4150 Finance				6,789.70
Department: 4190 Non-departmental				
9920	BARTEL ASSOCIATES, LLC	Funding Valuation period 01/01/22 to 0	04/01/2022	5,265.00
9930	MENDO LITHO	#10 no window w/o indicia	04/01/2022	516.87
9932	(**USE ODP Business instead) OFFIC	Office supplies	04/01/2022	125.13
9942	SUBURBAN PROPANE L.P.	Acct#1426-185571 City Hall	04/01/2022	218.51
9944	TOSHIBA AMERICA BUSINESS SOI	Fin. & Admin Copiers Overage	04/01/2022	2,406.60
9945	VERIZON BUSINESS	PW- 02/18/22-03/18/22	04/01/2022	666.31
9949	CALIFORNIA INTERGOVERNMENT	Retiree Vision April 2022	04/05/2022	20,593.20
9957	ARAMARK UNIFORM SERVICES, I	City Hall- Mats/Towels	04/08/2022	38.42
9961	DEEP VALLEY SECURITY	Quarterly Monitoring- Period Covered	04/08/2022	480.00
9981	BETHANY BREWER	City Hall- Workplace Wellness Program	04/15/2022	550.00
10002	MCA DIRECT	Office Supplies	04/15/2022	118.72
10010	(**USE ODP Business instead) OFFIC	Office Supplies	04/15/2022	62.09
10012	PACIFIC GAS & ELECTRIC CO.	Acct#9377500806-8 Guest House Srvc	04/15/2022	4,247.55
10015	QUILL CORPORATION	Supplies	04/15/2022	168.65
10034	RHOADS AUTO PARTS INC	Minimum svc charge	04/15/2022	1.00
10036	AMWINS GROUP BENEFITS INC	Retiree Medical May 2022	04/19/2022	10,224.00
10044	AT&T CALNET	Acct#9391053102 Srvc 03/11/22-04/0	04/22/2022	19.41
10049	Marissa Colombi	Graffiti Removal Reimbursement for 5	04/22/2022	75.00
10051	INTEGRITY SHRED	City Hall Shred	04/22/2022	60.00
10057	QUADIENT LEASING USA, INC	City Hall Postage machine lease	04/22/2022	830.30
10058	QUILL CORPORATION	Office Supplies	04/22/2022	71.80
10063	SUBURBAN PROPANE L.P.	Acct#1426-185571 City Hall Propane	04/22/2022	508.84
10072	CALIFORNIA INTERGOVERNMENT	Retiree Dental May 2022	04/29/2022	20,593.20
10079	AT&T CALNET	Acct #9391053103 - City Hall 03/13/2	04/29/2022	604.90
10094	MENDO LITHO	City Hall- #10 Windows/ No Indicia	04/29/2022	529.96
10095	METROPOLITAN PLANNING GROU	Professional Services through 03/31/22	04/29/2022	1,117.50
10097	(**USE ODP Business instead) OFFIC	Office Supplies	04/29/2022	48.29
10104	SUBURBAN PROPANE L.P.	Acct #1426-185571 City Hall Propane	04/29/2022	717.02
10106	VERIZON BUSINESS	Acct #942334932-00002 Public Works	04/29/2022	665.09
10111	RHOADS AUTO PARTS INC	Minimum svc charge	05/09/2022	1.00
10112	ROSSI'S BLDG MATERIALS	OJ GAFFITI - GAL PAINT (GREEN)	05/09/2022	92.61
10121	LAURA BIANCHI LIMBIRD	Refund for Beanbag wrist rest	05/06/2022	15.10
10143	TOSHIBA AMERICA BUSINESS SOI	Fin. & Admin Copiers Lease	05/06/2022	1,681.55
10147	BETHANY BREWER	Personal training for CH	05/12/2022	400.00
10153	JULI MORTENSEN	Drings for ERC Fiesta 5/4/22 (Beverag	05/12/2022	23.49
10164	SUBURBAN PROPANE L.P.	City Hall Propane	05/12/2022	388.44
10167	TOSHIBA AMERICA BUSINESS SOI	PD COPIER LEASE	05/12/2022	611.59
10187	ARAMARK UNIFORM SERVICES, I	Acct #939141000 April 2022 Services	05/20/2022	38.42
10188	AT&T CALNET	Acct #9391053102- Serv 04/11/22-05/	05/20/2022	19.33
10201	INTEGRITY SHRED	City Hall shredding	05/20/2022	60.00
10209	PACIFIC GAS & ELECTRIC CO.	Acct #0783031547-4 03/22/22-04/20/	05/20/2022	4,548.05
10217	WHISPERING PINES WATER	City Hall Water	05/20/2022	146.50
10219	ALTERNITY GROUP	LTD RETRO premium Moreno, O'Nea	05/27/2022	8.60
10220	AMWINS GROUP BENEFITS INC	Retiree Med June 2022	05/27/2022	10,224.00
10227	AT&T CALNET	Acct #9391053103 City Hall 04/13/22	05/27/2022	612.80
10233	DKF SOLUTIONS GROUP LLC	Monthly Subscription fee for May and	05/27/2022	1,050.00
10245	QUILL CORPORATION	City Hall -Supplies	05/27/2022	206.77
10249	THE RENTAL PLACE	ERC May 2022 Event	05/27/2022	60.00
10254	SUBURBAN PROPANE L.P.	Acct #1426-185571- City Hall	05/27/2022	492.00
10264	AMAZON CAPITAL SERVICES	Office Supplies	06/10/2022	51.72
10269	BETHANY BREWER	City Hall- Workplace Wellness Program	06/10/2022	350.00
10288	COUNTY OF MENDOCINO AUDITC	Property Tax Admin Srvc Reimb. 202	06/10/2022	3,384.28
10291	ODP BUSINESS SOLUTIONS LLC	Office Supplies	06/10/2022	458.08
10311	TOSHIBA AMERICA BUSINESS SOI	Fin & Admin Copiers-Lease	06/10/2022	1,681.55
10315	VERIZON BUSINESS	PW-Services 04/19/22-05/18/22	06/10/2022	1,409.68
10330	ARAMARK UNIFORM SERVICES, I	Acct #939141000- City Hall- Mats	06/17/2022	38.42

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10352	ODP BUSINESS SOLUTIONS LLC	Office Supplies	06/17/2022	92.03
10353	PACIFIC GAS & ELECTRIC CO.	Acct #9377500806-8 Guest House Srv	06/17/2022	167.41
10371	AT&T CALNET	CH Phone lines 5/13-6/12/22	06/24/2022	627.97
10395	SUBURBAN PROPANE L.P.	CH Propane	06/24/2022	242.69
10421	MENDO LITHO	2,500 #10'S ENVELOPES W/ WINDC	06/30/2022	456.68
10425	ODP BUSINESS SOLUTIONS LLC	GEN OFFICE SUPPLIES	06/30/2022	212.97
10431	VERIZON BUSINESS	PUB WORKS CELL- 5/19/22-6/18/22	06/30/2022	703.01
20220619	EMPLOYMENT DEVELOPMENT DI	Interest on prev. late payment see men	06/14/2022	487.44
Total for Department: 4190 Non-departmental				102,567.54
Department: 4200 Police - Operations				
9918	AT&T CALNET	PD-Tipster Line 02/11/22 to 03/10/22	04/01/2022	43.44
9922	STATE OF CALIFORNIA DOJ	PD- Blood Alcohol Analysis Feb 2022	04/01/2022	700.00
9924	DATA TICKET, INC.	Citation Processing Feb 2022	04/01/2022	296.74
9926	FORT BRAGG ADVOCATE NEWS-S	PD subscription renewal for 52 weeks	04/01/2022	145.60
9929	KATELYN HOLAWAY	Travel Advance-Initial CPR Class 04/01/2022	04/01/2022	209.49
9934	QUILL CORPORATION	PD-Supplies	04/01/2022	217.43
9945	VERIZON BUSINESS	PD- 02/18/22-03/18/22	04/01/2022	666.31
9947	Carson Word	Travel Advance- Initial CPR Class Eur	04/01/2022	209.49
9967	MENDO MILL & LUMBER CO	PD-supplies	04/08/2022	74.54
9972	QUADIENT LEASING USA, INC	PD- Lease 05/01/22 to 07/31/22	04/08/2022	419.40
9974	SANTA ROSA JUNIOR COLLEGE	EVOC TRAINING- J.SHAW	04/08/2022	236.50
9982	STATE OF CALIFORNIA DOJ	PD- fingerprints/Cust of Rcrds/Child A	04/15/2022	1,439.00
9983	CALIFORNIA INTERGOVERNMENT	PD Operations-WC Q4 Contribution F	04/15/2022	22,126.23
9986	COLLEGE OF THE REDWOODS	Academy Enrollment Fees- T.Baker, I	04/15/2022	2,882.00
9988	DASH MEDICAL GLOVES INC.	PD- gloves	04/15/2022	558.21
9991	JAROD FRANK	Travel Reimbursement- Modified Vehi	04/15/2022	194.00
9996	IMAGE SALES, INC.	PD- ID Card Production	04/15/2022	21.71
9997	INTEGRITY SHRED	PD Shred	04/15/2022	60.00
10003	MENDOCINO AUTOMOTIVE TOW	PD- Tow to FBPd Chevy Bolt yr 2021	04/15/2022	285.00
10005	MENDOCINO COAST HUMANE SO	Animal Service Contract for the month	04/15/2022	2,625.00
10007	MIKE'S CLASSIC CAR WASH	PD Car Wash Jan-March 2022	04/15/2022	141.00
10018	JOSEPH SHAW	Travel Reimbursement- Field Training	04/15/2022	857.50
10029	Carson Word	Travel Reimbursement- PC 832 Arrest	04/15/2022	1,171.47
10044	AT&T CALNET	Acct#9391053102 Srvc 03/11/22-04/	04/22/2022	771.56
10058	QUILL CORPORATION	PD- Office Supplies	04/22/2022	174.13
10061	SANTA ROSA JUNIOR COLLEGE	AJ 351 Driver Trainingfor Lopez & W	04/22/2022	473.00
10063	SUBURBAN PROPANE L.P.	Acct #1426-185589 PD Propane	04/22/2022	932.83
10068	WEST PUBLISHING CORPORATION	PD - Online/Software Subscription Ch	04/22/2022	225.75
10069	WHISPERING PINES WATER	PD Water	04/22/2022	68.00
10079	AT&T CALNET	Acct #9391053103 - PD 03/13/22-04/1	04/29/2022	577.09
10091	IMAGE SALES, INC.	PD- Badges for Charles P Gilchrist	04/29/2022	21.99
10094	MENDO LITHO	PD- business cards for Ferris & Zavala	04/29/2022	167.67
10101	SPORT CHRYSLER JEEP DODGE	2018 Chrysler Pacifica Van for Social	04/29/2022	44,996.05
10103	STERICYCLE	PD Steri Safe Compliance Solutions	04/29/2022	157.62
10106	VERIZON BUSINESS	Acct #942334932-00002 PD	04/29/2022	665.09
10119	ALL IN ONE AUTO REPAIR & TOW	Tow ticket #83754- Chevy Express tow	05/06/2022	800.00
10125	STATE OF CALIFORNIA DOJ	PD- Blood Alcohol Analysis	05/06/2022	560.00
10127	DATA TICKET, INC.	Citation Processing- March 2022	05/06/2022	226.80
10135	MOTEL 6 FORT BRAGG	PD- FG2200512	05/06/2022	67.88
10138	Performa Labs Inc	Training	05/06/2022	4,400.00
10141	SANTA ROSA UNIFORM & CAREE	Uniform for CSO Carson Word	05/06/2022	298.71
10144	CITY OF UKIAH	PD Dispatch Services Jan- March 2022	05/06/2022	185,293.74
10151	INTEGRITY SHRED	Doc Shredding	05/12/2022	60.00
10152	MENDOCINO COAST HUMANE SO	Animal Services Contract April 2022	05/12/2022	2,625.00
10165	SYMBOL ARTS LLC	4 Badges w/customer seal - 35th anniv	05/12/2022	518.81
10188	AT&T CALNET	Acct #9391053102- Serv 04/11/22-05/	05/20/2022	19.34
10189	STATE OF CALIFORNIA DOJ	PD- Fingerprint Apps/FBI, 15/30 SRC	05/20/2022	508.00
10193	DATA TICKET, INC.	Citation Processing April 2022	05/20/2022	168.65
10194	MICHAEL DAVIS	Training for CSO Word for Firearm tra	05/20/2022	300.00
10200	IMAGE SALES, INC.	PD- ID Card Production- badge for C.	05/20/2022	21.99
10207	ORCA TOWING	PD TOW	05/20/2022	641.25

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10210	QUILL CORPORATION	PD- supplies	05/20/2022	182.83
10215	RIPALOG, LLC	RIPALog Srvc base License/Annual S	05/20/2022	5,400.00
10216	WEST PUBLISHING CORPORATION	PD- Online/Software Subscription Ch	05/20/2022	225.75
10217	WHISPERING PINES WATER	PD Water	05/20/2022	28.00
10227	AT&T CALNET	Acct #9391053111 PD 04/13/22-05/12	05/27/2022	1,337.45
10229	STATE OF CALIFORNIA DOJ	Cust #215258- PD- Blood Alcohol An	05/27/2022	525.00
10240	MENDO LITHO	CRU Forms	05/27/2022	153.55
10244	QUADIENT LEASING USA, INC	PD- Lease 06/10/22 - 09/09/22	05/27/2022	138.88
10245	QUILL CORPORATION	PD -Supplies	05/27/2022	371.23
10251	SANTA ROSA JUNIOR COLLEGE	Enrollment Fee- AJ 355 PC 832 Arres	05/27/2022	86.00
10253	STERICYCLE	PD- Steri Safe Compliance Solutions	05/27/2022	157.62
10254	SUBURBAN PROPANE L.P.	Acct #1426-185589 PD	05/27/2022	985.68
10261	STUART ZELLER	Refund for difference in Civil Court a	05/27/2022	141.27
10267	RORY BEAK	Crisis Intervention Training, Oakland-	06/10/2022	1,095.28
10284	INTEGRITY SHRED	PD -Shred	06/10/2022	60.00
10297	PHOENIX FIRE DEFENCE	PD- Dry Chem.Extinguisher Annual S	06/10/2022	400.73
10299	QUILL CORPORATION	PD- Office Supplies- Ink	06/10/2022	66.61
10309	SYMBOL ARTS LLC	PD- Badge/35th Anniversary Batdge T	06/10/2022	150.65
10316	Carson Word	Travel Request/Advance-C.Word-PC &	06/10/2022	769.60
10332	BRAGGADOON SIGNS & GRAPHIC	PD- Care Response Unit Logo/Vehicle	06/17/2022	1,092.45
10333	STATE OF CALIFORNIA DOJ	PD- Fingerprints/Cust of Rcrds/Child	06/17/2022	1,298.00
10334	CALIFORNIA NEWSPAPERS PARTN	Ukiah Daily Journal- Ref #000666417	06/17/2022	599.01
10338	DATA TICKET, INC.	Citation Processing- May 2022	06/17/2022	54.21
10341	IMAGE SALES, INC.	PD- ID Card Production Badges for Fc	06/17/2022	21.99
10346	MENDO LITHO	PD- Business Cards- C.Word/A.Miles	06/17/2022	217.75
10359	WEST PUBLISHING CORPORATION	PD- Online/Software Subscription Ch	06/17/2022	225.75
10365	ROSSI'S BLDG MATERIALS	PD - RD carpet cleaner, rd spot and pr	06/22/2022	77.26
10371	AT&T CALNET	Phones	06/24/2022	1,309.24
10381	IMAGE SALES, INC.	Busines Cards	06/24/2022	46.50
10391	REMIFF	WC & LIABILITY DEDUCTIBLE	06/24/2022	10,904.44
10405	AT&T CALNET	ACCT # 9391053106: 5/11/22-6/10/22	06/30/2022	43.18
10408	STATE OF CALIFORNIA DOJ	CUST# 215258- BLOOD ALCOHOL	06/30/2022	315.00
10411	DASH MEDICAL GLOVES INC.	BLACK NITRILE EXAM GLOVES:	06/30/2022	260.50
10422	MENDOCINO COAST HUMANE SO	MAY 22 SERVICES	06/30/2022	2,625.00
10431	VERIZON BUSINESS	POLICE DEPART CELL- 5/19/22-6/1	06/30/2022	703.01
Total for Department: 4200 Police - Operations				313,390.43
Department: 4320 Community Development				
9965	MARIE JONES CONSULTING	Cannibas Ordiance, Tiny Homes	04/08/2022	6,078.00
9983	CALIFORNIA INTERGOVERNMENT	PD Admin-WC Q4 Contribution FY21	04/15/2022	869.40
10048	CALIFORNIA NEWSPAPERS PARTN	The Ukiah Daily Journal- REF#000666	04/22/2022	490.23
10132	MARIE JONES CONSULTING	Cannabis Project	05/06/2022	3,000.00
10204	JOHN MALSOM LIVING TRUST	Refund-pre application withdrawn for	05/20/2022	238.00
10287	MARIE JONES CONSULTING	May 2022 Services	06/10/2022	2,580.00
10289	METROPOLITAN PLANNING GROU	On Call Environmental Consulting Ser	06/10/2022	4,028.75
10334	CALIFORNIA NEWSPAPERS PARTN	Ukiah Daily Journal- Ref #000666660	06/17/2022	957.37
Total for Department: 4320 Community Developmen				18,241.75
Department: 4321				
10016	RANTALA HEATING & SHEET MET	Custom Copper Ridge CAP	04/15/2022	190.02
10045	BRAGGADOON SIGNS & GRAPHIC	Kiosks	04/22/2022	255.17
10056	PYRO SPECTACULARS NORTH, IN	2022 Fireworks Event: Sat 07/02/22-P	04/22/2022	1,500.00
10081	BRAGGADOON SIGNS & GRAPHIC	Blue Economy Poster	04/29/2022	673.25
10107	GRAINGER INC.	Cork Sheet	05/09/2022	334.99
10112	ROSSI'S BLDG MATERIALS	Street Kiosk - Plywood	05/09/2022	1,609.57
10146	BRAGGADOON SIGNS & GRAPHIC	Kiosk	05/12/2022	87.10
10149	CREATIVE THINKING	Creative Marketing Agency Services f	05/12/2022	27,841.46
10199	HIDDEN TREASURES T-SHIRT COM	Shirts	05/20/2022	1,989.32
10265	DALEN ANDERSON	Blue Economy Symposium	06/10/2022	1,350.00
10272	GINA CONTOLINI	Blue Economy Symposium-presenter	06/10/2022	369.73
10273	CREATIVE THINKING	Creative Marketing Agency Services f	06/10/2022	16,834.13

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10285	KW SALTWATER GRILL	Blue Symposium Event	06/10/2022	866.58
10344	KEVIN MARQUEZ JOHNSON	Blue Economy Symposium Reimburs	06/17/2022	734.36
10365	ROSSI'S BLDG MATERIALS	down town - cdx plywood, con ht rw (06/22/2022	193.50
10376	GARY B FLEENER	BLUE ECONOMY TRAVEL REIMB'	06/24/2022	283.93
10378	GOOD MORNING GRAPHICS	Printing	06/24/2022	808.94
10379	DAVID GURNEY	First Friday Cafe Musicina	06/24/2022	50.00
Total for Department: 4321				55,972.05
Department: 4330 Engineering				
9983	CALIFORNIA INTERGOVERNMENT	CDD-WC Q4 Contribution FY21	04/15/2022	1,173.69
10137	CHANTELL O'NEAL	Communications Headset reimbursem	05/06/2022	39.96
Total for Department: 4330 Engineering				1,213.65
Department: 4390 Community Contributions				
9931	NOYO CENTER FOR MARINE SCIE	Measure AA/AB allocation for FY22 -	04/01/2022	15,000.00
Total for Department: 4390 Community Contribution				15,000.00
Department: 4392 Parks & Facilities				
9923	COAST HARDWARE & RADIO SHA	USB CABLE	04/01/2022	21.76
9946	WAXIE SANITARY SUPPLY	PW- Costal Trail - Mil Black Max	04/01/2022	1,785.62
9985	CARROTT-TOP INDUSTRIES, INC.	PW- Counterweight Pole/Flagpole	04/15/2022	532.70
10030	GRAINGER INC.	braided halyard, white	04/15/2022	88.79
10035	ROSSI'S BLDG MATERIALS	Parks - latex gloves, pliers, windex	04/15/2022	146.96
10107	GRAINGER INC.	SNAP HOOK	05/09/2022	20.19
10109	MENDO MILL & LUMBER CO	Reacher graber tool	05/09/2022	71.33
10112	ROSSI'S BLDG MATERIALS	PARK - TRAP HAV A HART, KARS	05/09/2022	61.47
10154	NORVELL'S	Gal N12274 Platinum	05/12/2022	67.22
10161	THE RENTAL PLACE	Boomlife rental	05/12/2022	218.40
10226	AMAZON CAPITAL SERVICES	Ditch Mower	05/27/2022	1,995.68
10242	CHANTELL O'NEAL	Supplies for Playground table park pro	05/27/2022	24.80
10250	ROSS RECREATION EQUIP CO. INC	PW- supplies	05/27/2022	1,287.95
10303	THE RENTAL PLACE	PW- late fee	06/10/2022	-33.69
10360	GRAINGER INC.	Valencia - Low voltage wall plate, whi	06/22/2022	38.14
10361	HARE CREEK NURSERY & POWER	Flowers & potting soil	06/22/2022	70.81
10365	ROSSI'S BLDG MATERIALS	Pomo Park - handsplit rails & posts	06/22/2022	832.49
Total for Department: 4392 Parks & Facilities				7,230.62
Department: 4520 Street Maintenance				
9969	PACIFIC GAS & ELECTRIC CO STR	Acct #7607664068-9 St.Lights 02/15/2	04/08/2022	1,734.50
9979	AKEFF CONSTRUCTION SERVICES	Disposal Fee- Sweeper/Concrete	04/15/2022	6,900.00
10035	ROSSI'S BLDG MATERIALS	Ride away - quik link, bolt cutter	04/15/2022	32.89
10157	PACIFIC GAS & ELECTRIC CO STR	Street Lights 03-17-22-04-15-22	05/12/2022	7,770.16
10294	PACIFIC GAS & ELECTRIC CO STR	Acct #7607664068-9 Street Lights 04/	06/10/2022	8,017.90
10387	MENDOCINO COUNCIL OF GOVER	Add Alley Pavement Index to Streets C	06/24/2022	11,187.00
10426	PACIFIC GAS & ELECTRIC CO STR	STREET LIGHTS ACCT#760766406	06/30/2022	6,269.35
Total for Department: 4520 Street Maintenance				41,911.80
Department: 4522 Streets-Storm Drains				
10360	GRAINGER INC.	Fire extinguisher, water	06/22/2022	149.79
Total for Department: 4522 Streets-Storm Drains				149.79
Department: 4570 Corporation Yard				
9932	(**USE ODP Business instead) OFFIC	PW-Office supplies	04/01/2022	169.44
9938	EZRA RINESMITH	DMV Comercial permit	04/01/2022	50.00
9940	SOLID WASTES OF WILLITS, INC	Disposal of metals and APP	04/01/2022	50.88

Check No.	Vendor/Employee	Transaction Description	Date	Amount
9957	ARAMARK UNIFORM SERVICES, I	PW-Uniforms	04/08/2022	694.52
9983	CALIFORNIA INTERGOVERNMENTAL	Engineering-WC Q4 Contribution FY2	04/15/2022	5,129.46
10020	SOLID WASTES OF WILLITS, INC	Cust#33-411065-0 Disposal	04/15/2022	167.13
10035	ROSSI'S BLDG MATERIALS	Safety - wkhkse jn ind bl	04/15/2022	32.32
10078	Justin Archimede	Boot Cost Reimbursement	04/29/2022	250.00
10090	HAYWIRE, INC	2XL Grundens WW HI Vis	04/29/2022	255.86
10112	ROSSI'S BLDG MATERIALS	ACRYLIC	05/09/2022	-33.30
10187	ARAMARK UNIFORM SERVICES, I	Acct #939141000 April 2022 Services	05/20/2022	437.77
10282	ALFREDO HUERTA	Boot Cost Reimbursement-A.Huerta	06/10/2022	185.05
10305	SOLID WASTES OF WILLITS, INC	PW- Waste Disposal of Metals	06/10/2022	18.18
10330	ARAMARK UNIFORM SERVICES, I	Acct #939141000- Public Works- Mat	06/17/2022	508.62
10342	JIFFY's TRUCK RENTAL	truck Driving class-E.Rhinesmith	06/17/2022	1,695.00
10360	GRAINGER INC.	vest black (XL, 2XL)	06/22/2022	421.82
10391	REMIF	WC & LIABILITY DEDUCTIBLE	06/24/2022	96.29
Total for Department: 4570 Corporation Yard				10,129.04
Department: 4840 Traffic Safety				
10012	PACIFIC GAS & ELECTRIC CO.	Acct#0783031547-4 Serv. 02/18/22-0:	04/15/2022	550.57
10110	PACE SUPPLY CORP. 03381-00	USA - MARKING PAINT WHITE	05/09/2022	95.03
10112	ROSSI'S BLDG MATERIALS	DOWNTOWN - DRILL BIT, HWH C	05/09/2022	89.99
10209	PACIFIC GAS & ELECTRIC CO.	Acct #0783031547-4 03/22/22-04/20/	05/20/2022	558.34
10317	ZUMAR INDUSTRIES INC	PW-Equipment	06/10/2022	2,868.05
10353	PACIFIC GAS & ELECTRIC CO.	Acct #9065437985-9 Signal Main @ I	06/17/2022	130.52
10362	MENDO MILL & LUMBER CO	Marking paint (red)	06/22/2022	8.26
10365	ROSSI'S BLDG MATERIALS	Traffic and safety - punch pin kei	06/22/2022	19.59
Total for Department: 4840 Traffic Safety				4,320.35
Total for Fund:110 General Fund				1,239,049.69

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 117 Housing Trust Fund				
Department: 0000				
10252	SHN CONSULTING ENGINEERS	City of FB Free ADU Prgm-Building f	05/27/2022	500.00
10393	SHN CONSULTING ENGINEERS	CITY OF FORT BRAGG FREE ADU	06/24/2022	500.00
				1,000.00
Total for Department: 0000				1,000.00
				1,000.00
Total for Fund:117 Housing Trust Fund				1,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 119 Development Projects Fund				
Department: 0000				
576	RICHARD D. JONES APLC	Kashiwada	04/15/2022	80.88
577	CALIFORNIA NEWSPAPERS PARTN	Acct#2114123- Ref #0006655890 The	04/22/2022	544.13
578	METROPOLITAN PLANNING GROU	Professional Services through 03/31/20	04/29/2022	110.00
579	HELIX Environmental Planning	Professional Service through April 24,	05/06/2022	2,963.75
580	MARIE JONES CONSULTING	CONSULTING FEES Transfer Station	05/06/2022	2,598.00
581	RICHARD D. JONES APLC	Kashiwada	05/20/2022	22.50
582	HELIX Environmental Planning	Professional Services through May 20,	06/10/2022	4,146.25
583	MARIE JONES CONSULTING	Services May 2022	06/10/2022	4,560.00
584	CALIFORNIA NEWSPAPERS PARTN	Ukiah Daily Journal Ref #0006668826	06/17/2022	313.13
10397	HUGO FLORES	DDA REFUND ACCOUTN BALANC	06/27/2022	198.59
Total for Department: 0000				15,537.23
Total for Fund:119 Development Projects Fund				15,537.23

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 125 St Mandated Disab Access Fee				
Department: 0000				
9968	Moba Events	LP Refund	04/08/2022	4.00
Total for Department: 0000				4.00
Total for Fund:125 St Mandated Disab Access Fee				4.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 167 Police Asset Seizure Revenue				
Department: 4215 State Asset Forfeiture				
9960	BETHANY BREWER	PD- Workplace Wellness Program	04/08/2022	750.00
10124	BETHANY BREWER	PD- Work place wellness program	05/06/2022	600.00
10269	BETHANY BREWER	PD Workplace Wellness Program	06/10/2022	800.00
10347	MENDOCINO CO SHERRIFF	PD-Donation to Search & Rescue	06/17/2022	1,000.00
10406	BRAGGADOON SIGNS & GRAPHIC	PRINTS FOR PD	06/30/2022	1,016.50
10413	DOWN RANGE INDOOR TRAININC	GENERAL POLOS W/ EMBROIDER	06/30/2022	493.35
Total for Department: 4215 State Asset Forfeiture				4,659.85
Department: 4216 St.asset Forfeiture-educatn				
9962	FORT BRAGG HIGH SCHOOL	Donation for Piver Classic-Basketball	04/08/2022	500.00
10050	EPIC GRAPHICS	Donation to FBMS for shirts	04/22/2022	300.00
10274	FBHS SAFE & SOBER	donation for class of 2022	06/10/2022	500.00
Total for Department: 4216 St.asset Forfeiture-educat				1,300.00
Total for Fund:167 Police Asset Seizure Revenue				5,959.85

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 175 Successor Agency				
Department: 4810 Redevelopment Agency				
10027	US BANK	2015 Tax Allocation refunding bond	04/15/2022	1,760.00
Total for Department: 4810 Redevelopment Agency				1,760.00
Total for Fund:175 Successor Agency				1,760.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 329 Other State Grants				
Department: 4873				
10047	BURLINGTON ASSOCIATES IN COI	Professional Service Agreement-Techr	04/22/2022	4,125.00
Total for Department: 4873				4,125.00
Total for Fund:329 Other State Grants				4,125.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 330 Other Federal Grants				
Department: 6125				
10060	REGIONAL GOVERNMENT SERVIC	Contract Service for March 2022	04/22/2022	4,420.00
10302	REGIONAL GOVERNMENT SERVIC	EDA Mill Stie	06/10/2022	3,230.00
				7,650.00
Total for Department: 6125				7,650.00
				7,650.00
Total for Fund:330 Other Federal Grants				7,650.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 333 CDBG 2017				
Department: 4869				
10393	SHN CONSULTING ENGINEERS	PFI RCFE CDBG	06/24/2022	5,040.00
Total for Department: 4869				5,040.00
Department: 5041				
9958	KASH BOODJEH	Design Service Parents & Friends; #17	04/08/2022	14,063.52
9963	FORT BRAGG UNIFIED SCHOOL	School Impact fees for PFI RCFE- fee:	04/08/2022	2,507.76
10006	MENDOCINO COUNTY PLANNING	Permit #BF_2021-0759/0761/0762 PF	04/15/2022	15,518.52
10122	KASH BOODJEH	Design Service Parents & Friends; #17	05/06/2022	1,550.00
10173	ENVIRONMENTAL HEALTH MEND	Ffee for septic tank found @350 Cypr	05/18/2022	324.00
10372	KASH BOODJEH	Design Service Parents & Friends; #17	06/24/2022	2,313.40
10409	CITY OF FORT BRAGG	ENCROACHMENT PERMIT FEES F	06/30/2022	198.00
Total for Department: 5041				36,475.20
Total for Fund:333 CDBG 2017				41,515.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 334 CDBG 2020				
Department: 5060				
10042	ASA ANALYSIS & COMMUNICATI	Professional Services- March 2022	04/22/2022	3,598.50
10370	ASA ANALYSIS & COMMUNICATI	Professional Services-Technical Analy	06/24/2022	16,704.03
Total for Department: 5060				20,302.53
Department: 5062				
10307	Valerie Stump	Travel Reimbursement- CACEO Code	06/10/2022	778.00
10429	SPRINGBROOK FINANCE HOLDIN	Service Agreement w/Springbrook to ε	06/30/2022	189.00
Total for Department: 5062				967.00
Total for Fund:334 CDBG 2020				21,269.53

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 335 CDBG- COVID Grants				
Department: 5065				
10113	FERRELLGAS	Utility Billing Assistance Prgm Pymts-	05/05/2022	333.07
10114	FT BRAGG WATER WORKS	Utility Billing Assistance Prgm Pymts-	05/05/2022	1,689.46
10115	PACIFIC GAS & ELECTRIC CO.	Utility Billing Assistance Prgm Pymts-	05/05/2022	450.93
10116	SUBURBAN PROPANE L.P.	Utility Billing Assistance Prgm Pymts-	05/05/2022	414.37
10117	WASTE MANAGEMENT, INC.	Utility Billing Assistance Prgm Pymts-	05/05/2022	112.17
10185	PACIFIC GAS & ELECTRIC CO.	Utility Billing Assistance Program Pay	05/20/2022	420.30
10186	WASTE MANAGEMENT, INC.	Utility Billing Assistance Program Pay	05/20/2022	38.96
10377	FT BRAGG WATER WORKS	UTILITY BILLING ASSISTANCE PI	06/24/2022	3,000.00
10416	FT BRAGG WATER WORKS	UB ASSISTANCE PROGRAM PAYM	06/30/2022	500.00
Total for Department: 5065				6,959.26
Department: 5066				
9970	PARKER, LUCAS AND ASSOCIATE:	CDBG - Services B/Assistance Loan F	04/08/2022	1,812.50
10158	PARKER, LUCAS AND ASSOCIATE:	CDBG - Services B/Assistance Loan F	05/12/2022	3,552.50
10295	PARKER, LUCAS AND ASSOCIATE:	CDBG - Srves B/Assist Loan Prgm-Ju	06/10/2022	3,480.00
Total for Department: 5066				8,845.00
Total for Fund:335 CDBG- COVID Grants				15,804.26

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 420 Maple Street & SD Rehab				
Department: 0000				
9955	AKEFF CONSTRUCTION SERVICES	Release retention to Akeff held for Prj	04/08/2022	67,880.09
Total for Department: 0000				67,880.09
Total for Fund:420 Maple Street & SD Rehab				67,880.09

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 421 2022 Street Rehab				
Department: 4870				
10139	R.E.Y ENGINEERS INC	Prepare Plans and Specs for 2022 Streets	05/06/2022	31,248.41
10300	R.E.Y ENGINEERS INC	Services through April 2022-Streets Rehab	06/10/2022	58,113.59
10390	R.E.Y ENGINEERS INC	Prepare Plans and Specs for 2022 Streets	06/24/2022	19,982.00
Total for Department: 4870				109,344.00
Total for Fund:421 2022 Street Rehab				109,344.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 520 Facilities Maint & Repair				
Department: 4393 Maint & Repair				
10030	GRAINGER INC.	Single button enty/ exit transmitter	04/15/2022	162.53
10095	METROPOLITAN PLANNING GROU	Historic Resources Evaluation Service	04/29/2022	1,464.50
10109	MENDO MILL & LUMBER CO	Puty knife x2, spackl drydex	05/09/2022	27.89
10112	ROSSI'S BLDG MATERIALS	CITY HALL - RING WAX EXTRA T	05/09/2022	24.78
10241	METROPOLITAN PLANNING GROU	Professional Services through 01/31/2	05/27/2022	2,454.00
10247	RANTALA HEATING & SHEET MET	PW- Blower wheel/blower motor/run c	05/27/2022	914.28
10289	METROPOLITAN PLANNING GROU	Professional Services through 02/28/2	06/10/2022	1,584.00
10290	NORTH COAST PLUMBING HEATI	Plumbing Labor @City Hall	06/10/2022	150.00
10360	GRAINGER INC.	Ventilator turbine	06/22/2022	323.17
10362	MENDO MILL & LUMBER CO	Staple coaxl, cord cvr strip	06/22/2022	20.66
10365	ROSSI'S BLDG MATERIALS	PD - Ptrap chrm, tube extension, cobra	06/22/2022	334.61
Total for Department: 4393 Maint & Repair				7,460.42
Total for Fund:520 Facilities Maint & Repair				7,460.42

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 521 Technology Maint & Repair				
Department: 4394 Maint & Replacement				
9983	CALIFORNIA INTERGOVERNMENT	IT & Admin-WC Q4 Contribution FY:	04/15/2022	260.82
9987	COMCAST	Acct#8155300560126401 PD Internet	04/15/2022	742.05
9993	GOVINVEST INC	Annual Subscription 03/23/22 - 03/22/	04/15/2022	7,000.00
9998	J4 SYSTEMS	IT- Billable Services for system engine	04/15/2022	1,837.50
10014	PORT53 TECHNOLOGIES INC	L-FPR1010T-TMC-1Y Cisco FPR101	04/15/2022	932.18
10019	DEBORAH SMITH	Services March 2022- Networking Sec	04/15/2022	5,062.50
10044	AT&T CALNET	Acct#9391053099 Services 03/11/22-(04/22/2022	167.08
10052	J4 SYSTEMS	WSUS Server	04/22/2022	2,475.00
10082	CDW GOVERNMENT, INC	Warranty On-Site	04/29/2022	9,830.22
10083	CODE PUBLISHING COMPANY	Project #354829- Municipal code- Cur	04/29/2022	102.75
10089	GRANICUS, INC	GovMeeting LiveCast Set Upand Con	04/29/2022	1,627.78
10106	VERIZON BUSINESS	Acct #942334932-00002 Equipment	04/29/2022	1,054.06
10126	CODE PUBLISHING COMPANY	Project #356492- Code of Ordience- W	05/06/2022	225.00
10148	COMCAST	PEG & CH Internet	05/12/2022	742.05
10163	DEBORAH SMITH	IT Management Services, April-June 2	05/12/2022	6,925.00
10192	COAST HARDWARE & RADIO SHA	100 ft patch cord	05/20/2022	68.58
10228	BRIGHTLY SOFTWARE, INC.	07/01/22-06/30/2023 Continual Softw	05/27/2022	6,914.99
10304	DEBORAH SMITH	Services	06/10/2022	8,862.50
10335	CODE PUBLISHING COMPANY	Title 18 Inland Development code-Cur	06/17/2022	112.50
10337	COMCAST	Acct #8155-30-056-0112468 Srvc 06	06/17/2022	742.05
10388	PARCEL QUEST	Parcel Quest Subscription	06/24/2022	4,497.00
10394	SPRINGBROOK FINANCE HOLDIN	Standar Services May 2022	06/24/2022	141.75
10405	AT&T CALNET	ACCT # 9391053112: 5/20/22-6/19/22	06/30/2022	-94.68
Total for Department: 4394 Maint & Replacement				60,228.68
Total for Fund:521 Technology Maint & Repair				60,228.68

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 522 Fleet Services				
Department: 4550 Fleet Services				
9928	HANSEL FORD	Buckle Asy/belt	04/01/2022	284.69
9935	REDWOOD COAST FUELS	PW- Diesel	04/01/2022	3,793.15
9936	REDWOOD FORD	PW- Service Sale on 02/28/22	04/01/2022	1,943.51
9937	THE RENTAL PLACE	PW Propane	04/01/2022	27.11
9939	ROUND TREE GLASS	PD-GBY WINDSHIELD for 09' Ford	04/01/2022	329.56
9983	CALIFORNIA INTERGOVERNMENT	Fleet-WC Q4 Contribution FY21	04/15/2022	217.35
9990	FISHER WIRELESS SERVICES, INC	PW- On Glass antenna/VHF Glass Mo	04/15/2022	335.06
9995	HANSEL FORD	PW-Cannister	04/15/2022	312.24
10000	LEHR AUTO ELECTRIC & EMERGE	PW- Magnetic Mic Kit	04/15/2022	137.97
10011	O'REILLY AUTOMOTIVE	PW- VPower Plug	04/15/2022	42.94
10013	PETERSON CATERPILLAR INC.	Caterpillar Model 420 Backhoe loader	04/15/2022	137,179.18
10023	TERRY EQUIPMENT INC	PW- Pub Blended Filaments	04/15/2022	1,119.53
10026	UNITED ROTARY BRUSH CORP	PW- Blue Steel Snapon	04/15/2022	809.95
10031	HARE CREEK NURSERY & POWER	PW- Trash pump, switch rotary	04/15/2022	19.95
10034	RHOADS AUTO PARTS INC	Clutch kit	04/15/2022	822.68
10059	REDWOOD COAST FUELS	Acct #18062- PD Fuel	04/22/2022	2,553.26
10086	FORT BRAGG DIESEL	PW- Diesel	04/29/2022	116.51
10093	LEHR AUTO ELECTRIC & EMERGE	PW Equipment	04/29/2022	525.36
10098	PETERSON CATERPILLAR INC.	PW- PARTS	04/29/2022	3,690.17
10099	REDWOOD COAST FUELS	Acct #17765 -PW FUEL- MARCH 20	04/29/2022	2,072.56
10100	THE RENTAL PLACE	PW- Propane/Fuel	04/29/2022	24.84
10108	HARE CREEK NURSERY & POWER	ARMATURE - MAGNETO	05/09/2022	38.55
10111	RHOADS AUTO PARTS INC	pd500 - padset ford sho x2, rotor ford 1	05/09/2022	1,115.72
10140	REDWOOD COAST FUELS	PD- Fuel	05/06/2022	2,308.54
10156	O'REILLY AUTOMOTIVE	Connector it, heat shrink, connector	05/12/2022	189.54
10160	REDWOOD COAST FUELS	Fuel	05/12/2022	1,276.66
10166	TERRY EQUIPMENT INC	Pivot rods, dirt shoes	05/12/2022	1,186.85
10198	HANSEL FORD	PW- equipment	05/20/2022	66.74
10205	MENDO MILL & LUMBER CO	Cust No#407289 - Chipkey I-Ford150	05/20/2022	145.11
10208	O'REILLY AUTOMOTIVE	PW64- SUPPLIES	05/20/2022	26.11
10211	REDWOOD COAST FUELS	Acct #18062- PD fuel	05/20/2022	2,092.55
10235	FORT BRAGG DIESEL	PW- Crank Case Filter	05/27/2022	417.21
10243	OWEN EQUIPMENT SALES	PW- Valve Lever GAT	05/27/2022	474.69
10248	REDWOOD COAST FUELS	PD Fuel	05/27/2022	3,232.38
10260	WEX BANK	Acct #0496-00-5279654-8 PD- April 2	05/27/2022	129.16
10270	BRIDGESTONE AMERICAS INC	PD- Firehawk pursuit 103W	06/10/2022	1,301.58
10286	LEHR AUTO ELECTRIC & EMERGE	PW- POWER TIMER	06/10/2022	388.00
10292	O'REILLY AUTOMOTIVE	PW-Supplies	06/10/2022	39.15
10293	OWEN EQUIPMENT SALES	PW-Equipment	06/10/2022	33.39
10301	REDWOOD COAST FUELS	Acct #17765- PW fuel	06/10/2022	3,304.66
10310	TERRY EQUIPMENT INC	PW- Seal Kit-Front	06/10/2022	192.23
10351	OCEAN VIEW RV	PW10- Led CL/MRK Light	06/17/2022	40.97
10354	REDWOOD COAST FUELS	PD- Fuel	06/17/2022	2,560.54
10360	GRAINGER INC.	threaded sealant tube (white)	06/22/2022	31.17
10361	HARE CREEK NURSERY & POWER	Impeller, seal assy, packing end plate	06/22/2022	117.71
10362	MENDO MILL & LUMBER CO	Nipple galv, couple redc	06/22/2022	11.54
10364	RHOADS AUTO PARTS INC	WWT62 - Oil Fil	06/22/2022	1,793.36
10365	ROSSI'S BLDG MATERIALS	PW Shop - paper key tags	06/22/2022	46.40
10427	REDWOOD COAST FUELS	PD GAS 6/01/22-6/15/22	06/30/2022	2,729.76
Total for Department: 4550 Fleet Services				181,647.84
Total for Fund:522 Fleet Services				181,647.84

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 610 Water Works O & M				
Department: 0000				
10118	AKEFF CONSTRUCTION SERVICES	Return meter deposit- Meter returned	05/06/2022	950.00
10136	NOR-CAL PIPELINE SERVICES	Refund of unused Hydrant Meter Depo	05/06/2022	950.00
10174	KAREN ALLEGRE	Refund Check 017151-000, 442 S HA	05/20/2022	67.83
10175	ASIAN BUFFET	Refund Check 013765-000, 450 S FR/	05/20/2022	431.82
10176	TAMBRA BAKER	Refund Check 010802-003, 315 CHE	05/20/2022	20.74
10177	CARL COOK	Refund Check 017623-000, 442 S HA	05/20/2022	99.85
10178	TINA ELIASON	Refund Check 014775-000, 553 1/2 N	05/20/2022	111.11
10179	FAIZAN CORP	Refund Check 014104-000, 1004 S M	05/20/2022	220.11
10180	ANNE KUHN	Refund Check 016383-000, 370 S WH	05/20/2022	50.81
10181	ERIC MILLER	Refund Check 017875-000, 157 S LIN	05/20/2022	153.91
10182	CODY OLIVAS	Refund Check 017089-000, 151 EBB	05/20/2022	49.02
10183	MINDY SLAUGHTER	Refund Check 016997-000, 162 1/2 N	05/20/2022	50.63
10184	SHAWN & LESLIE SMITH	Refund Check 013421-000, 425 RED	05/20/2022	150.00
10322	DEAN BLOYD	Refund Check 017552-000, 325 ALD	06/17/2022	57.47
10323	DOUGLAS BUZBY	Refund Check 012883-000, 361 S WH	06/17/2022	75.13
10324	BARBARA CIRO	Refund Check 006381-000, 475 S LIN	06/17/2022	208.12
10325	COUNTRY INN B&B	Refund Check 013502-000, 632 N MA	06/17/2022	1,098.16
10326	KASSANDRA EVANS	Refund Check 017238-000, 148 N SA	06/17/2022	47.70
10327	FERRELL GAS	Refund Check 011940-000, 136 N MA	06/17/2022	119.84
10328	Oasis	Refund Check 015970-000, 141 BOA	06/17/2022	59.53
10329	DONALD SPEER	Refund Check 006097-000, 455 1/2 N	06/17/2022	6.18
Total for Department: 0000				4,977.96
Department: 4610 Water Administration				
9930	MENDO LITHO	#10 envelopes w/window & indicia	04/01/2022	777.98
9941	SPRINGBROOK FINANCE HOLDIN	Code & Contract Mgmt Subscription	04/01/2022	1,550.00
9964	GOOD MORNING GRAPHICS	#9 Envelopes/double sided envelopes	04/08/2022	479.05
9983	CALIFORNIA INTERGOVERNMENT	Water-WC Q4 Contribution FY21	04/15/2022	4,651.29
10043	AT&T	Acct#235 281-3608 076 2 Water Alarm	04/22/2022	67.94
10062	SPRINGBROOK FINANCE HOLDIN	Online payments/subscriptions	04/22/2022	526.82
10066	UNITED STATES POSTAL SERVICE	Permit #15 Acct for Bulk Mailing for l	04/22/2022	500.00
10079	AT&T CALNET	Acct #9391053103 - Water Adm 03/13	04/29/2022	138.99
10102	SPRINGBROOK FINANCE HOLDIN	IVR Subscription Civic Pay06/07/22-1	04/29/2022	1,155.00
10142	SPRINGBROOK FINANCE HOLDIN	CivicPay Pymt pad w/printer hardware	05/06/2022	304.85
10145	AT&T	Water alarm	05/12/2022	67.94
10150	GOOD MORNING GRAPHICS	#9 ENVELOPES LA UB	05/12/2022	269.46
10159	QUILL CORPORATION	perforated paper for UB	05/12/2022	84.32
10227	AT&T CALNET	Acct #9391053112 Scada Lline 04/20/2	05/27/2022	140.02
10259	UNITED STATES POSTAL SERVICE	Dep.to USPS Permit #15 Acct for Bull	05/27/2022	750.00
10279	GOOD MORNING GRAPHICS	Billing Statement Processing	06/10/2022	683.01
10306	SPRINGBROOK FINANCE HOLDIN	Online pymt processing/subscription	06/10/2022	495.32
10331	AT&T	Acct #235-281-3608-076-2 Srvc 06/0	06/17/2022	67.94
10371	AT&T CALNET	WTR ADM Phone lines 5/13-6/12/22	06/24/2022	68.93
10394	SPRINGBROOK FINANCE HOLDIN	Civic Pay April 2022	06/24/2022	578.32
10405	AT&T CALNET	ACCT # 9391053112: 5/20/22-6/19/22	06/30/2022	70.54
10417	GOOD MORNING GRAPHICS	10,000 #9 LA LOCKBOX ENVELOP	06/30/2022	1,252.06
10421	MENDO LITHO	10,000 W/ WINDOWS W/ INDICIA	06/30/2022	777.99
10430	UNITED STATES POSTAL SERVICE	Permit #15 for bulk mailing for UB ste	06/30/2022	750.00
Total for Department: 4610 Water Administration				16,207.77
Department: 4611 Water Maintenance				
9919	BADGER METER INC.	Beacon MBL Hosting Srvc/Orion Cel	04/01/2022	793.37
10033	PACE SUPPLY CORP. 03381-00	Repair clamp	04/15/2022	239.82
10110	PACE SUPPLY CORP. 03381-00	Water - 3/4 CTS PJ LF BRS COMP C	05/09/2022	800.32
10120	BADGER METER INC.	Beacon Hosting Srvc Unit/Orion Cell	05/06/2022	193.37
10255	GARY A SWANSON	Hauled Transfer Asphalt from Healdsb	05/27/2022	577.50
10256	SYAR INDUSTRIES INC	PW-supplies	05/27/2022	2,117.00
10266	BADGER METER INC.	Beacon MBL Hosting/Orion Cellular/f	06/10/2022	1,093.37

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10278	GEO AGGREGATES LLC	PW-3/4" Class II Base (Native)	06/10/2022	322.48
10360	GRAINGER INC.	Food grade anti - seize can	06/22/2022	112.89
10363	PACE SUPPLY CORP. 03381-00	Copper pipe transfer	06/22/2022	4,940.88
10365	ROSSI'S BLDG MATERIALS	Water - leader hose	06/22/2022	28.36
10374	CALIFORNIA RURAL WATER ASSC	Dist Certification for Ezra Rinesmith	06/24/2022	750.00
Total for Department: 4611 Water Maintenance				11,969.36
Department: 4612 Water Treatment				
9942	SUBURBAN PROPANE L.P.	Acct#1426-185604 Water Treatment P	04/01/2022	370.91
9957	ARAMARK UNIFORM SERVICES, I	Water Plant-Uniforms	04/08/2022	198.18
10012	PACIFIC GAS & ELECTRIC CO.	Acct#8468596277-5 Summers Ln Rev	04/15/2022	10,651.05
10017	RYAN PROCESS	TMG20D-400 Membrane Filters	04/15/2022	20,349.38
10022	SUPERIOR PUMP & DRILLING, INC	AP#008-280-62- CV STARR WELL	04/15/2022	1,000.00
10028	WOODY'S WELD-ALL	Repair Water Pipe at willow Street Sta	04/15/2022	237.50
10030	GRAINGER INC.	Hex nut	04/15/2022	296.40
10035	ROSSI'S BLDG MATERIALS	WT - Supplies - broom x2, powerlock	04/15/2022	53.74
10046	BRENTAG PACIFIC INC	8 totes of CC950's and Ins. and Securit	04/22/2022	13,965.00
10084	COMCAST	Acct# 8155 30 056 0247660- Service0	04/29/2022	202.25
10085	HEATH DANIELS	Reimbursement for Water Certificate r	04/29/2022	105.00
10107	GRAINGER INC.	Circuit Breaker	05/09/2022	276.22
10108	HARE CREEK NURSERY & POWER	TOOLS - BIKE HANDLE STEEL DR	05/09/2022	453.06
10110	PACE SUPPLY CORP. 03381-00	EFBP2- BLIND FLG CAST IRON, FI	05/09/2022	3,342.96
10112	ROSSI'S BLDG MATERIALS	CHEMICALS - SALT SOFTNR PELI	05/09/2022	602.40
10123	BRELJE & RACE LABORATORIES,	197 Dana st Stage 2SMP	05/06/2022	540.00
10155	OCEAN VIEW RV	Loop 4 way flate 38 in	05/12/2022	21.56
10156	O'REILLY AUTOMOTIVE	Connector it, heat shrink, connector	05/12/2022	35.35
10187	ARAMARK UNIFORM SERVICES, I	Acct #939141000 April 2022 Services	05/20/2022	167.52
10209	PACIFIC GAS & ELECTRIC CO.	Acct #0783031547-4 03/22/22-04/20/	05/20/2022	10,677.94
10213	RYAN PROCESS	Chemical scale	05/20/2022	2,065.65
10226	AMAZON CAPITAL SERVICES	Ditch Mower	05/27/2022	1,995.68
10231	COMCAST	Acct #8155 30 056 0247660 - Corp Ya	05/27/2022	202.25
10268	BRELJE & RACE LABORATORIES,	Lab-handling & disposal of waste/Bac	06/10/2022	120.00
10314	USA BLUE BOOK	Maint.	06/10/2022	458.54
10330	ARAMARK UNIFORM SERVICES, I	Acct #939141000- Water Plant- Mats	06/17/2022	250.28
10340	HERUM/CRABTREE/SUNTAG	Streambed Alteration Permits-Review	06/17/2022	448.80
10360	GRAINGER INC.	Water Plant - Wall plate, recessed pow	06/22/2022	1,712.19
10362	MENDO MILL & LUMBER CO	Battery: AAA & AA	06/22/2022	35.14
10363	PACE SUPPLY CORP. 03381-00	Flg spool	06/22/2022	1,375.71
10389	PNC BANK	INTEREST (LOAN TRANS FROM B	06/24/2022	9,922.56
10403	US Bank National Association	Drinking Water State Revolving fund-	06/28/2022	52,889.08
10410	COMCAST	CORP YARD/WW INTERNET 6/17/2	06/30/2022	202.25
10418	IDEXX LABORATORIES, INC.	COLIFORM AND E.COLI	06/30/2022	291.88
Total for Department: 4612 Water Treatment				135,516.43
Total for Fund:610 Water Works O & M				168,671.52

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 651 Water Capital Projects				
Department: 6006 Water Treatment Plant				
10281	HDR ENGINEERING, INC	Water Treatment Plant Upgrade - Desi	06/10/2022	11,032.50
Total for Department: 6006 Water Treatment Plant				11,032.50
Department: 6007 Raw Water Line Replacement				
10048	CALIFORNIA NEWSPAPERS PARTN	The Ukiah Daily Journal- REF#000665	04/22/2022	256.67
10336	COLEMAN ENGINEERING INC	Prjct FTBG18-001 Water Replacemen	06/17/2022	27,187.50
Total for Department: 6007 Raw Water Line Replacem				27,444.17
Department: 6130				
10360	GRAINGER INC.	Desal - Primer, pipe cement, strut char	06/22/2022	2,448.36
Total for Department: 6130				2,448.36
Total for Fund:651 Water Capital Projects				40,925.03

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 710 Wastewater O & M				
Department: 0000				
10175	ASIAN BUFFET	Refund Check 013765-000, 450 S FR/	05/20/2022	133.92
Total for Department: 0000				133.92
Department: 4710 Wastewater Administration				
9930	MENDO LITHO	#10 envelopes w/window & indicia	04/01/2022	777.99
9941	SPRINGBROOK FINANCE HOLDIN	Code & Contract Mgmt Subscription	04/01/2022	1,550.00
9964	GOOD MORNING GRAPHICS	#9 Envelopes/double sided envelopes	04/08/2022	479.05
10062	SPRINGBROOK FINANCE HOLDIN	Online payments/subscriptions	04/22/2022	526.83
10079	AT&T CALNET	Acct #9391053103- WW Adm 03/13/2	04/29/2022	79.85
10102	SPRINGBROOK FINANCE HOLDIN	IVR Subscription Civic Pay06/07/22-	04/29/2022	1,155.00
10142	SPRINGBROOK FINANCE HOLDIN	CivicPay Pymt pad w/printer hardware	05/06/2022	304.85
10150	GOOD MORNING GRAPHICS	#9 ENVELOPES LA UB	05/12/2022	269.47
10159	QUILL CORPORATION	perforated paper for UB	05/12/2022	84.33
10227	AT&T CALNET	Acct #9391053103 WW ADM 04/13/2	05/27/2022	81.05
10279	GOOD MORNING GRAPHICS	#9 Envelope/Double sided	06/10/2022	479.05
10306	SPRINGBROOK FINANCE HOLDIN	Online pymt processing/subscription	06/10/2022	495.33
10371	AT&T CALNET	WW ADM Phone lines 5/13-6/12/22	06/24/2022	80.41
10394	SPRINGBROOK FINANCE HOLDIN	Civic Pay April 2022	06/24/2022	578.33
10417	GOOD MORNING GRAPHICS	10,000 #9 LA LOCKBOX ENVELOP	06/30/2022	1,252.07
10421	MENDO LITHO	10,000 W/ WINDOWS W/ INDICIA	06/30/2022	777.98
Total for Department: 4710 Wastewater Administratio				8,971.59
Department: 4711 Wastewater Maintenance				
9921	BMC PROTECT	Gloves	04/01/2022	388.29
9927	GEO AGGREGATES LLC	PW Supplies	04/01/2022	1,924.32
9937	THE RENTAL PLACE	PW-Skidsteer Loader/Demo Hammer/	04/01/2022	576.00
9979	AKEFF CONSTRUCTION SERVICES	Rock-Picked up in yard/Rock Delivere	04/15/2022	1,296.30
9992	GEO AGGREGATES LLC	PW- Supplies	04/15/2022	1,568.47
10033	PACE SUPPLY CORP. 03381-00	Clay coupling, PCV DWV WYE, coup	04/15/2022	1,272.36
10067	USA BLUE BOOK	WWT- Supplies	04/22/2022	107.83
10088	GEO AGGREGATES LLC	Supplies	04/29/2022	2,923.88
10255	GARY A SWANSON	Hauled Transfer Asphalt from Healdsb	05/27/2022	577.50
10256	SYAR INDUSTRIES INC	PW-supplies	05/27/2022	2,117.15
10303	THE RENTAL PLACE	Cust #61290-PW-Skidsteer Loader/De	06/10/2022	546.00
10363	PACE SUPPLY CORP. 03381-00	3 PVC DWV Threaded Blug, 2 PVC I	06/22/2022	1,584.98
10365	ROSSI'S BLDG MATERIALS	Sewer - Y long abs, cement abs to pvc	06/22/2022	97.94
Total for Department: 4711 Wastewater Maintenance				14,981.02
Department: 4712 Wastewater Treatment				
9925	FEDERAL EXPRESS CORP	Acct #1657-9297-1 Delivered03/16/22	04/01/2022	64.47
9942	SUBURBAN PROPANE L.P.	Acct#1426-185597 Waste Water Facili	04/01/2022	236.76
9949	CALIFORNIA INTERGOVERNMENT	Retiree April 2022	04/05/2022	1,975.92
9957	ARAMARK UNIFORM SERVICES, I	Sewer Plant- Mats/Towels	04/08/2022	418.01
9959	BRELJE & RACE LABORATORIES,	BOD/ Responsible handling and dispo	04/08/2022	92.00
9966	MCMMASTER-CARR SUPPLY CO.	Nonwhitening Cement for Acrylic	04/08/2022	21.96
9971	POLYDYNE, INC	WWTP- Clarifloc	04/08/2022	1,470.60
9973	THE RENTAL PLACE	WWTP- Gas Oxy Refill	04/08/2022	94.93
9975	SOLID WASTES OF WILLITS, INC	Acct #411065	04/08/2022	126.00
9976	TWO SHORT SALES	WWTP- supplies	04/08/2022	783.90
9978	USA BLUE BOOK	WWTP- Hach Nitrite/Ammonia Reage	04/08/2022	385.38
9980	BRELJE & RACE LABORATORIES,	BOD/Responsible handling and dispo	04/15/2022	482.00
9983	CALIFORNIA INTERGOVERNMENT	WWT-WC Q4 Contribution FY21	04/15/2022	5,955.39
9989	FEDERAL EXPRESS CORP	Acct#1657-9297-1 Delivered 03/30/22	04/15/2022	81.09
9994	HACH COMPANY	Lab- Nitrite TNT	04/15/2022	749.34
10012	PACIFIC GAS & ELECTRIC CO.	Acct#0783031547-4 Serv. 02/18/22-0:	04/15/2022	18,065.28
10030	GRAINGER INC.	Dry wire, white	04/15/2022	4,472.57

Check No.	Vendor/Employee	Transaction Description	Date	Amount
10032	MENDO MILL & LUMBER CO	Janitorial & barn lights supplies	04/15/2022	265.21
10034	RHOADS AUTO PARTS INC	credit memo on new water pump	04/15/2022	-169.73
10035	ROSSI'S BLDG MATERIALS	Waste Water Plant - Dryer	04/15/2022	495.09
10036	AMWINS GROUP BENEFITS INC	Retiree Medical May 2022	04/19/2022	5,538.00
10053	MATSON BUILDING MATERIALS	WWT- Supplies	04/22/2022	510.07
10064	SYNAGRO-WWT, INC	Trans of biosolids to agribultural fields	04/22/2022	30,513.69
10065	THOMPSON GAS	WWT- fill on 03/28/22 Inv#15067497	04/22/2022	22.70
10066	UNITED STATES POSTAL SERVICE	Permit #15 Acct for Bulk Mailing for 1	04/22/2022	500.00
10072	CALIFORNIA INTERGOVERNMENTAL	Retiree Dental May 2022	04/29/2022	1,975.92
10085	HEATH DANIELS	Boot Cost Reimbursement	04/29/2022	244.95
10107	GRAINGER INC.	FLEXIBLE COUPLING	05/09/2022	954.18
10109	MENDO MILL & LUMBER CO	ACE PUMP SUMP	05/09/2022	239.74
10111	RHOADS AUTO PARTS INC	WWT - CHAIN	05/09/2022	3.58
10123	BRELJE & RACE LABORATORIES,	Influent & Effluent	05/06/2022	92.00
10128	FEDERAL EXPRESS CORP	Acct # 1657-9297-1 Delivered 04/06/2	05/06/2022	144.15
10129	HACH COMPANY	Ammonia, TNT+, HR (2-47 MG/L)	05/06/2022	500.43
10187	ARAMARK UNIFORM SERVICES, I	Acct #939141000 April 2022 Services	05/20/2022	351.80
10195	FEDERAL EXPRESS CORP	Acct#1657-9297-1 Delivery 04/27/22	05/20/2022	71.34
10197	HACH COMPANY	Acct #268614 Lab- supplies	05/20/2022	621.35
10209	PACIFIC GAS & ELECTRIC CO.	Acct #0783031547-4 03/22/22-04/20/	05/20/2022	15,384.04
10220	AMWINS GROUP BENEFITS INC	Retiree Med June 2022	05/27/2022	5,538.00
10230	COAST HARDWARE & RADIO SHAW	WW- supplies	05/27/2022	80.55
10234	FEDERAL EXPRESS CORP	Acct #1657-9297-1 Delivery 005/04/2	05/27/2022	160.49
10236	HACH COMPANY	WW- Supplies	05/27/2022	165.02
10246	ALDEN RAMOS	Boot Cost Reimbursement	05/27/2022	209.99
10257	SYNAGRO-WWT, INC	Trans of biosolids to agribultural fields	05/27/2022	12,646.80
10258	THOMPSON GAS	Acct #4517766 - WasteWater	05/27/2022	54.72
10259	UNITED STATES POSTAL SERVICE	Dep.to USPS Permit #15 Acct for Bull	05/27/2022	750.00
10263	ADVANCED ANALYTICAL SOLUTIONS	Supplies-	06/10/2022	251.76
10268	BRELJE & RACE LABORATORIES,	Lab- BOD/handling & disposal of was	06/10/2022	602.00
10275	FEDERAL EXPRESS CORP	Acct #1657-9297-1 late fee for Inv #7-	06/10/2022	220.76
10276	FORT BRAGG ELECTRIC INC	Proj:WWTP Electrical Breaker Additio	06/10/2022	5,856.39
10279	GOOD MORNING GRAPHICS	Billing Statement Processing	06/10/2022	203.97
10280	HACH COMPANY	Lab- Stablcal Ampule Calibration Kit	06/10/2022	301.20
10283	HWY 20 FEED	Acct #0001272- Lime Barn Grade	06/10/2022	1,746.00
10298	POLYDYNE, INC	Clarifloc	06/10/2022	1,724.10
10308	SUBURBAN PROPANE L.P.	Acct #1426-185597 Waste Water Facil	06/10/2022	239.37
10312	UNIVAR USA INC.	sodium Hypochlorite	06/10/2022	6,184.10
10330	ARAMARK UNIFORM SERVICES, I	Acct #939141000- Lab- Uniforms	06/17/2022	494.06
10345	MCMMASTER-CARR SUPPLY CO.	WWTP- Easy-to machine Stainless Ste	06/17/2022	49.20
10355	THE RENTAL PLACE	PW- propane	06/17/2022	23.72
10357	TWO SHORT SALES	Supplies	06/17/2022	221.60
10358	USA BLUE BOOK	Customer #712768	06/17/2022	89.64
10360	GRAINGER INC.	Air filter x2	06/22/2022	2,244.54
10361	HARE CREEK NURSERY & POWER	HUS XP 1 Gal 2.6 oz x 2	06/22/2022	25.78
10362	MENDO MILL & LUMBER CO	Flat washer, screw bolt, outdoor broom	06/22/2022	705.81
10365	ROSSI'S BLDG MATERIALS	Water - tarp poly brown/ green	06/22/2022	1,549.97
10373	BRELJE & RACE LABORATORIES,	NH3, DISPOSAL FEE	06/24/2022	899.51
10375	FEDERAL EXPRESS CORP	SHIPMENT FROM 5-22-2022	06/24/2022	82.48
10380	HWY 20 FEED	SODIUM BICARBONATE	06/24/2022	837.90
10385	MERLE LARSON	BOOT REIMBURSEMENT FY21/22	06/24/2022	186.40
10386	MCMMASTER-CARR SUPPLY CO.	DRIER - STRUT CHANNEL (10&6F	06/24/2022	1,636.51
10391	REMIF	WC & LIABILITY DEDUCTIBLE	06/24/2022	4,163.66
10404	HUMBERTO ARELLANO	BOOT REIBURSEMENT REQUEST	06/30/2022	250.00
10407	BRELJE & RACE LABORATORIES,	BODx2, HANDLING & DISPOSAL I	06/30/2022	102.00
10414	FEDERAL EXPRESS CORP	DELIVERED 6/2/22 & 6/8/22 - LAB	06/30/2022	162.29
10415	CODY FILOSI	BOOT REIMBURSEMENT REQUES	06/30/2022	179.59
10418	IDEXX LABORATORIES, INC.	ENTER OCOCCI	06/30/2022	291.88
10430	UNITED STATES POSTAL SERVICE	Permit #15 for bulk mailing for UB sta	06/30/2022	750.00

Total for Department: 4712 Wastewater Treatment

145,615.87

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Total for Fund:710 Wastewater O & M		169,702.40

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 714 Non-Routine Maintenance-WWtr				
Department: 4713				
10017	RYAN PROCESS	Kuntze total chlorine analyzer- #2 (uni	04/15/2022	6,265.04
10133	MCMASTER-CARR SUPPLY CO.	Strut Channel Bracket, High/Low Prof	05/06/2022	412.65
10280	HACH COMPANY	All weather Refrigerated Autosampler	06/10/2022	6,834.75
Total for Department: 4713				13,512.44
Total for Fund:714 Non-Routine Maintenance-WWtr				13,512.44

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 716 WW Treatment Plant - Rehab				
Department: 7004				
10206	NOR-CAL PIPELINE SERVICES	March 2022 - Project #NC00049	05/20/2022	91,223.75
10424	NOR-CAL PIPELINE SERVICES	Awarded 2021 Cure-in-place Pipe Proj	06/30/2022	75,591.50
Total for Department: 7004				166,815.25
Total for Fund:716 WW Treatment Plant - Rehab				166,815.25

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 810 CV Starr Center				
Department: 4812 CV Starr Center				
10271	CASH CARPET SERVICE INC	90% pymt until proj finalizes- (Install	06/10/2022	28,733.94
10383	KNORR SYSTEMS INC	Boiler replacemnt & install for the CV	06/24/2022	21,705.80
10419	KNORR SYSTEMS INC	Change Order #1-Boiler replcmt & ins	06/30/2022	30,438.82
				80,878.56
Total for Department: 4812 CV Starr Center				80,878.56
				80,878.56
Total for Fund:810 CV Starr Center				80,878.56

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		2,420,740.99



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File Type: Staff Report

Agenda Number: 3D.

Receive Oral Update from Staff on Departmental Activities