



CITY OF FORT BRAGG

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FINANCE AND ADMINISTRATION COMMITTEE ITEM SUMMARY REPORT

MEETING DATE: May 2, 2018
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 on a quarterly basis. Items required to be reported are:

- 1) The City's investment portfolio
- 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 the 3rd quarter of Fiscal Year 2017-18 have been compiled to be presented today.

There were no approved intradepartmental budget transfers for the quarter. Because disbursements listings were not reported to the FAC for the 1st and 2nd quarters the list presented today includes the 1st and 2nd quarter as well as the 3rd quarter.

RECOMMENDATION:

Accept report.

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
5. Questions from public with answers