

CITY OF LAGUNA WOODS
WARRANT REGISTER
05/15/2019

ITEM 6.3

This Report Covers the Period 04/09/2019 through 05/06/2019

Date	Vendor Name	Description	Amount
Debit	Automatic Bank Debits:		
Debit 04/10/2019	BUSINESS PLANS	Employee Benefit Program / March 2019	0.05
Debit 04/12/2019	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Period Ended 03/29/2019	303.52
Debit 04/16/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 04/12/2019	13,465.12
Debit 04/16/2019	ADP TAX	Payroll Taxes / Pay Period Ended 04/12/2019	6,266.19
Debit 04/17/2019	BUSINESS PLANS	Employee Benefit Program / April 2019	416.62
Debit 04/26/2019	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Period Ended 04/12/2019	159.28
Debit 04/30/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 04/26/2019	15,177.12
Debit 04/30/2019	ADP TAX	Payroll Taxes / Pay Period Ended 04/26/2019	7,184.79
Debit 05/01/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Periods Ended 3/29/19 & 04/12/2019	5,343.10
Debit 05/01/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Periods Ended 3/29/19 & 04/12/2019	1,771.06
Check	Warrants:		
2915 04/17/2019	360 BUSINESS CONSULTING	Website Hosting / March 2019	200.00
2916 04/17/2019	ACCONTEMPS	Temporary Accountant Services / Week Ending March 29, 2019	2,887.50
2917 04/17/2019	ANAHEIM COMMUNITY PUBLISHING	Graphic Design / October 2018 - March 2019	606.00
2918 04/17/2019	AT&T	White Pages / April 2019	4.48
2919 04/17/2019	BALLIET, MICHAEL	Waste Management Consulting Services / March 2019	1,166.25
2920 04/17/2019	CAA	Water Quality Services / March 2019	2,046.00
2921 04/17/2019	COMPUTER SERVICE COMPANY	Traffic Signal Maintenance / March 2019	868.00
2922 04/17/2019	EDYTHE GUZIK	Taxi Voucher Refund	506.80
2923 04/17/2019	EL TORO WATER DISTRICT	Water Service / February 2019	1,500.09
2924 04/17/2019	FOREST PRINTING & COPYING INC	Printing Services	226.28
2925 04/17/2019	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / March 2019	2,113.75
2926 04/17/2019	KONE INC.	City Hall Elevator Maintenance / April 2019	267.64
2927 04/17/2019	MARC DONOHUE	Administrative Services / March 2019	325.00
2928 04/17/2019	MICHAEL BAKER INTERNATIONAL	Planning Services / February 2019	8,163.75
2929 04/17/2019	OFFICE DEPOT	Office Supplies / March 2019	422.06
2930 04/17/2019	PV MAINTENANCE INC	Streets, City Hall & Park Maintenance / March 2019	18,997.34
2931 04/17/2019	RED HAWK FIRE & SECURITY, LLC	Fire & Security System Maintenance / March 2019	950.05
2932 04/17/2019	SOUTHERN CALIFORNIA EDISON	Electric Services / March 2019	2,602.96
2933 04/17/2019	STAPLES	Office & Janitorial Services / March 2019	215.64
2934 04/17/2019	SUNSET PROPERTY SERVICES	Street Sweeping Services / March 2019	2,832.00
2935 04/17/2019	TALIMAR SYSTEMS, INC	Office Furniture	715.16
2936 04/17/2019	THE GAS COMPANY	Gas Service - City Hall / March 2019	77.31
2937 04/17/2019	WILLDAN ENGINEERING	Code Enforcement Services / February 2019	2,262.00
2937 04/17/2019	WILLDAN ENGINEERING	Building Official Services / February 2019	12,000.00
2937 04/17/2019	WILLDAN ENGINEERING	Building Inspection Services / February 2019	2,880.00
2938 04/17/2019	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / March 2019	3,148.00
2939 03/25/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended April 12, 2019	384.61
2940 04/18/2019	ACCONTEMPS	Temporary Accountant Services / Week Ending April 5, 2019	2,887.50
2941 04/18/2019	ANGELQUE FLANAGAN	Reimbursement / Mileage	7.88
2942 04/18/2019	AT&T	Telephone / 581-3974 / March 2019	45.18
2943 04/18/2019	AT&T	Telephone / 583-1105 / March 2019	20.72
2944 04/18/2019	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / February - March 2019	28,230.00
2945 04/18/2019	CALIBER SIGNS & IMAGING INC	Signage for Dog Park	306.52
2945 04/18/2019	CALIBER SIGNS & IMAGING INC	Signage for Shredding Event	1,930.30

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Date	Vendor Name	Description	Amount	
2946	04/18/2019	CALIFORNIA YELLOW CAB	Taxi Voucher Services / March 2019	4,570.00
2947	04/18/2019	COUNTY OF ORANGE	Automated Fingerprint ID System / April 2019	658.00
2948	04/18/2019	HSW RR, INC	City Hall Maintenance	1,380.89
2949	04/18/2019	ICMA RETIREMENT CORPORATION	Plan Fee / 4th Quarter Fiscal Year 2018-19	125.00
2950	04/18/2019	KFORCE INC	Temporary Accountant Services / Week Ending March 22, 2019	1,120.16
2951	04/18/2019	MAUREEN KANE & ASSOCIATES, INC	City Clerks Association of California Training / Trippy	1,550.00
2952	04/18/2019	MUNICIPAL CODE CORP	Municipal Code Hosting / April 2019 - March 2020	500.00
2953	04/18/2019	NATIONAL CONSTRUCTION RENTALS, INC.	Fence Rental for Dog Park / April 2019	38.16
2954	04/18/2019	NEW MILENNIUM CONSTRUCTION SERVICES, INC.	City Hall Restroom Repair & Improvement Project	16,142.37
2955	04/18/2019	NOTARY SUPER STORE	Office Supplies	71.70
2956	04/18/2019	RICOH USA, INC.	Copier Usage / March 2019	286.15
2957	04/18/2019	TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance	225.00
2958	04/18/2019	UNITED STATES FIRE INSURANCE COMPANY	Dog Park Relocation Project / March 2019	20,883.87
2959	04/22/2019	PETTY CASH	Replenish Petty Cash	0.00
2960	04/29/2019	COUNTY OF ORANGE	Law Enforcement Services / April 2019	229,526.49
2961	04/30/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended April 26, 2019	384.61
2962	05/03/2019	APRIL BAUMGARTEN	Replacement for Check #2606 dated December 3, 2018	47.68
2963	05/02/2019	ACCOMTEMPS	Temporary Accountant Services / Week Ending April 12, 2019	2,887.50
2964	05/02/2019	AMERICAN ROYAL CROWN	Waste Diversion Deposit Refund	250.00
2965	05/02/2019	BUSINESS PLANS, INCORPORATED	125 Cafeteria Plan Administration / April 2019	100.00
2966	05/02/2019	CALIFORNIA BLDG STANDARDS COMM	Building Permit Fee Assessment / January - March 2019	223.00
2967	05/02/2019	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / March 2019	8,884.00
2968	05/02/2019	CIVIL SOURCE	Building Inspection & Counter Services / March 2019	34,880.25
2969	05/02/2019	COMPUTER SERVICE COMPANY	Traffic Maintenance / March 2019	4,949.89
2969	05/02/2019	COMPUTER SERVICE COMPANY	Traffic Maintenance / July 2017	280.00
2969	05/02/2019	COMPUTER SERVICE COMPANY	Traffic Maintenance / July 2018	280.00
2970	05/02/2019	COUNTY OF ORANGE	City Boundary Review Services	2,774.00
2971	05/02/2019	CSG CONSULTANTS INC	Building Plan Review Services / March 2019	2,507.50
2972	05/02/2019	DEPARTMENT OF CONSERVATION	Strong Motion Instrumentation & Seismic Hazard Mapping Fee / January - March 2019	866.21
2973	05/02/2019	FIRST AMERICAN TITLE COMPANY	City Boundary Review Services	1,200.00
2974	05/02/2019	FOREST PRINTING & COPYING INC	Printing Services	64.65
2975	05/02/2019	KI D. KIM	Waste Diversion Deposit Refund	250.00
2976	05/02/2019	MACEACHERN COMPANY	Waste Diversion Deposit Refund	500.00
2977	05/02/2019	MANAGED HEALTH NETWORK	Employee Benefits Program / May 2019	12.54
2978	05/02/2019	MICHAEL BAKER INTERNATIONAL	Planning Services / March 2019	10,160.00
2979	05/02/2019	MR. VIDEO	Office Supplies	95.40
2980	05/02/2019	ORANGE COUNTY REGISTER-NOTICES	Public Notices / March 2019	1,221.00
2981	05/02/2019	RICHARD J MAERTZ	Waste Diversion Deposit Refund	250.00
2982	05/02/2019	RICOH USA, INC.	Copier Lease / May 2019	214.20
2983	05/02/2019	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	618.81
2984	05/02/2019	VAN DYKE LANDSCAPE ARCHITECTS	Landscape Architectural Services / March 2019	6,290.00
2985	05/02/2019	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / May 2019	122.28
2986	05/02/2019	WILLDAN ENGINEERING	Code Enforcement Services / March 2019	2,784.00
2986	05/02/2019	WILLDAN ENGINEERING	Building Official Services / March 2019	13,080.00
2987	05/02/2019	Y & Y CONSTRUCTION	Waste Diversion Deposit Refund	250.00

Total Bank Debits and Warrants: \$ 525,388.93

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WARRANT REGISTER
05/15/2019**

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Date	Vendor Name	Description	Amount
<i>Petty Cash Expenditures Paid Out</i> (See Note 2)			
	FedEx Office	Binding Services	\$29.58
	USPS	Postage	\$25.50
	Orange County Civic Center	Parking	\$11.00
	Home Depot	Office Supplies	\$86.18
	Home Depot	Dog Park Supplies	\$4.60
	J&M Trophies	Dog Park Supplies	\$85.05
	Kwikeys Lock & Security Services	Office Supplies	\$29.22
	SlteOne Landscape Supply	Dog Park Relocation Project	\$163.49
Total Petty Cash:			\$434.62
TOTAL			\$ 525,823.55

NOTES:

Note 1 - City Councilmembers are eligible to receive either a salary or vehicle reimbursement allowance in the amount of \$300 per month (\$3,600 per year). Such compensation is included in the City's regular payroll (see "ADP Payroll Services" under "Automatic Bank Debits"), unless waived by the Councilmember. For the month of April 2019, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and Rainey.

Note 2 - Petty cash is reported as cash is paid out, not when the fund is replenished.


Note 3 - The table below summarizes credit card expenditures paid via Check #2983 to U.S. Bank totaling \$618.81:

FedEx	Postage	\$130.97
Tomo Sushi	Volunteer Appreciation Luncheon	\$156.49
USPS	Postage	\$51.00
Stater Bros.	Volunteer Appreciation Luncheon	\$37.77
American Planning Association	Meeting Registration / Pennington	\$15.00
Fast Signs	City Hall Restroom Repair & Improvement Project	\$227.58
Total Credit Card Reimbursement:		\$618.81

Administrative Services Director/City Treasurer's Certification

I, Elizabeth Torres, Interim Administrative Services Director/City Treasurer, do hereby certify:

- In accordance with California Government Code Section 37202, I hereby certify to the accuracy of the demands on cash summarized within.
- That the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months.
- That the City is in compliance with California Government Code Section 27108.


Elizabeth Torres, Interim Administrative Services Director/City Treasurer

5/9/19
Dated