

## CITY OF LAGUNA WOODS

## WARRANT REGISTER

ITEM 6.3

January 15, 2020

This Report Covers the Period 12/01/2019 through 12/31/2019

Date	Vendor Name	Description	Amount	
<b>Debit</b>	<b>Automatic Bank Debits</b>			
12/04/2019	BUSINESS PLANS, INCORPORATED	Employee Benefit Program / December 2019	130.40	
12/10/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/08/2019	1,107.96	
12/10/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/08/2019	2,369.54	
12/10/2019	BUSINESS PLANS, INCORPORATED	Employee Benefit Program / December 2019	950.37	
12/11/2019	CALPERS - HEALTH	Employee Benefit Program / December 2019	3,564.95	
12/12/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 12/6/2019	1,084.61	
12/12/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/6/2019	17,166.04	
12/12/2019	ADP TAX	Payroll Taxes / Pay Period Ended 12/6/2019	6,682.58	
12/13/2019	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 11/08/2019 and 11/22/2019	343.10	
12/13/2019	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / December 2019	229,863.39	
12/15/2019	U.S. BANK	Bank Service Charges / December 2019	67.15	
12/18/2019	BUSINESS PLANS, INCORPORATED	Employee Benefit Program / December 2019	416.63	
12/23/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/22/2019	2,369.54	
12/23/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/22/2019	1,258.95	
12/26/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/20/2019	14,750.77	
12/26/2019	ADP TAX	Payroll Taxes / Pay Period Ended 12/20/2019	5,710.29	
12/26/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 12/20/2019	1,084.61	
<b>Check Number</b>	<b>Warrants:</b>			
3530	12/06/2019	360 BUSINESS CONSULTING	Website Hosting / November 2019	200.00
3531	12/06/2019	AT&T	Telephone / 458-3487 / November 2019	21.67
3532	12/06/2019	AT&T	Telephone / 452-0600 / November 2019	1,492.48
3533	12/06/2019	AT&T	Telephone / 639-0500 / November 2019	213.35
3534	12/06/2019	BOUTWELL FAY LLP	Legal Services / October 2019	510.00
3535	12/06/2019	BUSINESS PLANS, INCORPORATED	125 Cafeteria Plan Administration / November 2019	100.00
3536	12/06/2019	CALIFORNIA INTERNET LP	City Hall Internet Service / January 2020	349.00
3537	12/06/2019	CAPTIONING UNLIMITED	Closed Captioning Services / November 2019	200.00
3538	12/06/2019	CITY OF LAGUNA BEACH	Animal Control and Shelter Services / November 2019	9,425.00
3539	12/06/2019	CIVIL SOURCE	Traffic Engineering / October 2019	18,860.00
3540	12/06/2019	DELTA DENTAL OF CALIFORNIA	Employee Benefits Program / December 2019	246.13
3541	12/06/2019	EL TORO WATER DISTRICT	Water Service / October 2019	4,464.96
3542	12/06/2019	MANAGED HEALTH NETWORK	Employee Benefits Program / December 2019	14.63
3543	12/06/2019	MUNICIPAL CODE CORP	Codification of Ordinances	794.07
3544	12/06/2019	PETTY CASH	Replenish Petty Cash / November 2019	0.00
3545	12/06/2019	RICOH USA, INC.	Copier Lease / December 2019	214.20
3546	12/06/2019	RUTAN & TUCKER, LLP	Legal Services / July - August 2019	8,850.00
3547	12/06/2019	SIEMENS MOBILITY, INC.	Traffic Maintenance / September - October 2019	3,210.00
3548	12/06/2019	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / November 2019	1,631.62
3549	12/06/2019	ST. NICHOLAS CATHOLIC CHURCH	ADA Pedestrian Accessibility Improvement Project: Phase 2	686.80
3550	12/06/2019	STATE WATER RESOURCES	Annual Permit Fee / October 2019 - September 2020	8,539.00
3551	12/06/2019	SUNSET PROPERTY SERVICES	Street Sweeping Services / November 2019	2,832.00
3552	12/06/2019	TEAM ONE MANAGEMENT	Janitorial Services / November 2019	1,166.02
3553	12/06/2019	TYLER BUSINESS FORMS	Office Supplies	89.93
3554	12/06/2019	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / December 2019	122.28
3555	12/06/2019	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / November 2019	2,554.85
3556	12/06/2019	YOLIE TRIPPY	Reimbursement - Notary Expenses	144.00

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Date	Vendor Name	Description	Amount
3557	12/12/2019 AT&T	White Pages / December 2019	4.48
3558	12/12/2019 BALLIET, MICHAEL	Waste Management Consulting Services / November 2019	1,232.50
3559	12/12/2019 BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2019	510.38
3560	12/12/2019 CAA	Water Quality Services / November 2019	288.00
3561	12/12/2019 CALIFORNIA YELLOW CAB	Taxi Voucher Services / November 2019	2,834.00
3562	12/12/2019 HINDERLITER DE LLAMAS & ASSOCIATES	Sales & Use Tax Consulting Services / 2nd Quarter 2019	750.00
3563	12/12/2019 IRWIN B BORNSTEIN, CPA	Financial Consulting Services / November 2019	1,045.00
3564	12/12/2019 KASA CONSTRUCTION	Water Efficient Median Improvement Project	139,333.79
3565	12/12/2019 MARC DONOHUE	Administrative Services / November 2019	200.00
3566	12/12/2019 NEW MILLENNIUM CONSTRUCTION SERVICES, INC.	City Hall Refurbishment & Safety Project	2,872.58
3567	12/12/2019 ORANGE COUNTY REGISTER-NOTICES	Public Notices / November 2019	1,384.00
3568	12/12/2019 PRACTICAL DATA SOLUTIONS	IT Support Services / November - December 2019	11,108.33
3569	12/12/2019 PROTEL COMMUNICATIONS, INC	Telephone System Maintenance / November 2019	299.00
3570	12/12/2019 PV MAINTENANCE INC	Streets, City Hall & Park Maintenance / November 2019	12,963.13
3571	12/12/2019 RICOH USA, INC.	Copier Usage / November 2019	147.13
3572	12/12/2019 RUTAN & TUCKER, LLP	Legal Services / September - October 2019	6,947.50
3573	12/12/2019 SOUTH ORANGE COUNTY SURGICAL MEDICAL GROUP	Deposit Balance Refund	456.00
3574	12/12/2019 SOUTHERN CALIFORNIA EDISON	Electric Services / November 2019	4,920.79
3575	12/12/2019 STAPLES	Office & Janitorial Supplies / November 2019	450.29
3576	12/12/2019 THE GAS COMPANY	Gas Service - City Hall / November 2019	34.91
3577	12/12/2019 TYLER TECHNOLOGIES, INC.	Permitting Software / November 2019	906.25
3578	12/12/2019 U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	1,223.77
3579	12/18/2019 ALEXANDRA GIGNOUX	Taxi Voucher Refund	10.00
3580	12/18/2019 ALLIED MECHANICAL AIR SYS, INC	City Hall Maintenance / 3rd Quarter 2019	375.00
3581	12/18/2019 ARNOLD GRAHAME	Taxi Voucher Refund	12.00
3582	12/18/2019 AT&T	Telephone / 581-9821 / November 2019	58.31
3583	12/18/2019 AT&T	Telephone / 583-1105 / November 2019	21.38
3584	12/18/2019 BOUTWELL FAY LLP	Legal Services / November 2019	255.00
3585	12/18/2019 BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2018-19	1,700.00
3586	12/18/2019 CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / November 2019	5,968.00
3587	12/18/2019 CLEARSOURCE FINANCIAL	Cost Allocation Consulting Services	1,800.00
3588	12/18/2019 COUNTY OF ORANGE	NPDES Cost-Share / Fiscal Year 2019-20	32,005.54
3589	12/18/2019 COUNTY OF ORANGE	Automated Fingerprint ID System / December 2019	784.00
3590	12/18/2019 CSG CONSULTANTS INC	Building Plan Check Services / November 2019	4,845.00
3591	12/18/2019 KONE INC.	City Hall Elevator Maintenance / December 2019	277.57
3592	12/18/2019 MICHAEL BAKER INTERNATIONAL	Planning Services / November 2019	8,253.75
3593	12/18/2019 PARK CONSULTING GROUP, INC	Software Implementation Services / November 2019	6,000.00
3594	12/18/2019 PROTEL COMMUNICATIONS, INC	Phone Maintenance / December 2019	179.00
3595	12/18/2019 RED HAWK FIRE & SECURITY, LLC	Fire and Security Monitoring / January - March 2020	240.00
3596	12/18/2019 RUTAN & TUCKER, LLP	Legal Services / November 2019	870.00
3597	12/18/2019 SIEMENS MOBILITY, INC.	Traffic Maintenance / November 2019	4,870.87
3598	12/18/2019 VAN DYKE LANDSCAPE ARCHITECTS	Dog Park Relocation Project / November 2019	4,240.00
3598	12/18/2019 VAN DYKE LANDSCAPE ARCHITECTS	Water Efficient Median Improvement Project / November 2019	2,120.00
3598	12/18/2019 VAN DYKE LANDSCAPE ARCHITECTS	Landscape Architectural Services / November 2019	1,072.50
3599	12/23/2019 APRIL BAUMGARTEN	Mileage Reimbursement / July - December 2019	771.63
3600	12/23/2019 BUSINESS PLANS, INCORPORATED	125 Cafeteria Plan Administration / December 2019	100.00
3601	12/23/2019 CAPTIONING UNLIMITED	Closed Captioning Services / December 2019	200.00

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
January 15, 2020**

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Date	Vendor Name	Description	Amount
3602	12/23/2019	CIVIL SOURCE	32,070.94
3603	12/23/2019	DC PLUMBING, HEATING AND AIR CONDITIONING	2,625.15
3604	12/23/2019	LANCE, SOLL & LUNGHARD LLP	5,650.00
3605	12/23/2019	PARK CONSULTING GROUP, INC	4,281.25
3606	12/23/2019	RUTAN & TUCKER, LLP	2,962.50
<b>Total Bank Debits and Warrants:</b>			<b>\$ 670,384.09</b>
<b>Petty Cash Expenditures Paid Out</b> (See Note 2)			
		OC Clerk - Recorder	\$36.00
		FedEx Office	\$29.03
		FedEx Office	\$29.58
		Home Depot	\$15.79
<b>Total Petty Cash:</b>			<b>\$110.40</b>
<b>TOTAL</b>			<b>\$ 670,494.49</b>

**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 December 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 #3578 to U.S. Bank totaling \$1,223.77:

GoDaddy.Com	Website Domain Renewal	\$199.99
ESRI	GIS Software License	\$500.00
Amazon	Office Supplies	\$340.48
Ready Rubber Stamps	Notary Supplies / City Clerk	\$47.30
National Notary Association	Bond and Insurance for Notary / City Clerk	\$136.00
<b>Total Credit Card Reimbursement:</b>		<b>\$1,223.77</b>

**Administrative Services Director/City Treasurer's Certification**

I, Elizabeth Torres, 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; and
- That the City is in compliance with California Government Code Section 27108.

  
Elizabeth Torres, Administrative Services Director/City Treasurer

1/9/20  
Dated