

CITY OF LAGUNA WOODS  
WARRANT REGISTER  
May 19, 2021

ITEM 6.3

This Report Covers the Period 04/01/2021 through 04/30/2021

	Date	Vendor Name	Description	Amount
<b>Debit</b>		<b>Automatic Bank Debits:</b>		
Debit	04/01/2021	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 03/26/2021	1,488.46
Debit	04/02/2021	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / March 2021	628.26
Debit	04/02/2021	AUTHORIZE.NET	Online Credit Card Processing Fees / March 2021	12.00
Debit	04/06/2021	BUSINESS PLANS	Employee Benefit Program / April 2021	895.43
Debit	04/09/2021	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / April 2021	241,139.80
Debit	04/09/2021	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 3/12/2021 and 3/26/2021	377.24
Debit	04/13/2021	CALPERS - HEALTH	Employee Benefit Program / April 2021	6,778.54
Debit	04/13/2021	BUSINESS PLANS	Employee Benefit Program / April 2021	125.00
Debit	04/13/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 3/12/2021	1,900.44
Debit	04/13/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 3/12/2021	2,993.56
Debit	04/14/2021	U.S. BANK	Bank Service Charges / March 2021	181.97
Debit	04/15/2021	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 04/09/2021	18,834.13
Debit	04/15/2021	ADP TAX	Payroll Taxes / Pay Period Ended 04/09/2021	8,673.69
Debit	04/16/2021	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 04/09/2021	1,488.46
Debit	04/21/2021	BUSINESS PLANS	Employee Benefit Program / April 2021	15.00
Debit	04/27/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 3/26/2021	1,936.91
Debit	04/27/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 3/26/2021	2,993.56
Debit	04/27/2021	BUSINESS PLANS	Employee Benefit Program / April 2021	240.67
Debit	04/28/2021	BUSINESS PLANS	Employee Benefit Program / April 2021	30.00
Debit	04/29/2021	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 04/23/2021	18,809.32
Debit	04/29/2021	ADP TAX	Payroll Taxes / Pay Period Ended 04/23/2021	8,661.09
Debit	04/30/2021	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 04/23/2021	1,488.46
<b>Check Number</b>		<b>Warrants:</b>		
4723	04/02/2021	EQUITY TITLE COMPANY	Title Report	475.00
4724	04/05/2021	AT&T	Telephone / 452-0600 / March 2021	1,981.65
4725	04/05/2021	AT&T	Telephone / 639-0500 / March 2021	226.18
4726	04/05/2021	AT&T	Telephone / 458-3487 / March 2021	42.01
4727	04/05/2021	BOUTWELL FAY LLP	Legal Services / February 2021	425.00
4728	04/05/2021	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / February 2021	7,086.25
4729	04/05/2021	DELTA DENTAL OF CALIFORNIA	Employee Benefits Program / April 2021	450.05
4730	04/05/2021	MANAGED HEALTH NETWORK	Employee Benefits Program / April 2021	18.81
4731	04/05/2021	RUTAN & TUCKER, LLP	Legal Services / February 2021	9,883.50
4732	04/05/2021	TYLER TECHNOLOGIES, INC.	Permit Software License Fee / Calendar Year 2021	1,031.25
4732	04/05/2021	TYLER TECHNOLOGIES, INC.	Permit Software Maintenance Fee / February 2021 - January 2022	250.00
4733	04/05/2021	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / April 2021	83.95
4734	04/07/2021	SOUTHERN CALIFORNIA EDISON	Electric Services / March 2021	2,275.62
4735	04/07/2021	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / March 2021	1,519.45
4736	04/07/2021	SOUTHERN CALIFORNIA EDISON	Electric Services / March 2021	3,554.46
4737	04/16/2021	360 BUSINESS CONSULTING	Website Hosting / March 2021	200.00
4738	04/16/2021	AT&T	White Pages / April 2021	4.53
4739	04/16/2021	AT&T	Telephone / 581-9821 / March 2021	113.93

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Date	Vendor Name	Description	Amount	
4740	04/16/2021	AT&T	Telephone / 583-1105 / March 2021	23.49
4741	04/16/2021	BALLIET, MICHAEL	Waste Management Consulting Services / February 2021	977.50
4742	04/16/2021	BOUTWELL FAY LLP	Legal Services / March 2021	765.00
4743	04/16/2021	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / March 2021	1,319.90
4744	04/16/2021	CALIFORNIA BLDG STANDARDS COMM	Building Permit Fee Assessment / January - March 2021	653.40
4745	04/16/2021	CALIFORNIA INTERNET LP	City Hall Internet Service / May 2021	349.00
4746	04/16/2021	CALIFORNIA YELLOW CAB	Taxi Voucher Services / March 2021	1,293.00
4746	04/16/2021	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / March 2021	2,990.00
4747	04/16/2021	CAPTIONING UNLIMITED	Closed Captioning Services / April 2021	400.00
4748	04/16/2021	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / March 2021	9,087.17
4749	04/16/2021	CLEARSOURCE FINANCIAL	Fee Study and Cost Allocation Consulting Services	9,750.00
4750	04/16/2021	COUNTY OF ORANGE	Automated Fingerprint Identification System / April 2021	726.00
4751	04/16/2021	COUNTY OF ORANGE	800 MHz Communication Charges / April - June 2021	869.00
4752	04/16/2021	DEPARTMENT OF CONSERVATION	Strong Motion Instrumentation & Seismic Hazard Mapping Fee / January - March 2021	711.44
4753	04/16/2021	EL TORO WATER DISTRICT	Water Service / February 2021	2,127.18
4754	04/16/2021	FOREST PRINTING & COPYING INC	Printing Services	317.86
4755	04/16/2021	GWENN NORTON-PERRY	Planning Services / March 2021	520.00
4756	04/16/2021	HINDERLITER DE LLAMAS & ASSOCIATES	Sales & Use Tax Consulting Services / 3rd Quarter 2020	750.00
4757	04/16/2021	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / March 2021	2,517.50
4758	04/16/2021	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Inspection Services / January 2021	475.00
4759	04/16/2021	KONE INC.	City Hall Elevator Maintenance / April 2021	225.00
4760	04/16/2021	MATRIX IMAGING PRODUCTS, INC.	Document Scanning Services	7,129.17
4761	04/16/2021	MUNICIPAL CODE CORP	Municode Annual Subscription / April 2021 - March 2022	500.00
4762	04/16/2021	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	590.00
4763	04/16/2021	PARK CONSULTING GROUP, INC	Software Implementation Services / March 2021	8,312.50
4764	04/16/2021	PETTY CASH	Replenish Petty Cash / March 2021	-
4765	04/16/2021	PRACTICAL DATA SOLUTIONS	IT Support Services / March 2021	2,663.00
4766	04/16/2021	PROTELESIS	Telephone System Maintenance / March 2021	299.00
4767	04/16/2021	RICOH USA, INC.	Copier Usage / March 2021	103.44
4768	04/16/2021	STAPLES	Office and Janitorial Supplies	426.39
4769	04/16/2021	SUNSET PROPERTY SERVICES	Street Sweeping Services / March 2021	3,540.00
4770	04/16/2021	THE GAS COMPANY	Gas Service - City Hall / March 2021	111.46
4771	04/16/2021	TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance / April 2021	125.00
4772	04/16/2021	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	418.36
4773	04/16/2021	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / March 2021	2,309.50
4774	04/23/2021	BALLIET, MICHAEL	Waste Management Consulting Services / March 2021	1,190.00
4775	04/23/2021	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / March 2021	15,266.75
4776	04/23/2021	CALRECYCLE	Return Unspent Funds - Used Oil Payment Program / Fiscal Year 2016-17	5,000.00
4777	04/23/2021	DELTA DENTAL OF CALIFORNIA	Employee Benefits Program / May 2021	450.05
4778	04/23/2021	ICMA RETIREMENT CORPORATION	Quarterly Plan Fee / 4th Quarter Fiscal Year 2020-21	125.00
4779	04/23/2021	ITERIS, INC	Traffic Engineering / March 2021	4,390.00
4780	04/23/2021	MICHAEL BAKER INTERNATIONAL	Planning Services / March 2021	14,208.31
4781	04/23/2021	MONARCH ENVIRONMENTAL COMPANIES, INC.	Arborist Services / January 2021	1,200.00
4782	04/23/2021	OMNI ENTERPRISE INC	Janitorial Services / March 2021	3,840.00

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4783	04/23/2021	WILLDAN ENGINEERING	Code Enforcement Services / March 2021	3,596.00
4784	04/30/2021	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / March 2021	11,202.50
4785	04/30/2021	CIVIL SOURCE	Engineering Services / March 2021	11,302.50
4786	04/30/2021	COUNTY OF ORANGE	800 MHz Communication Charges / January - March 2021	333.08
4787	04/30/2021	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance / April 2021	709.26
4788	04/30/2021	GOLDEN RAIN FOUNDATION	Deposit Permit Refund	2,199.18
4789	04/30/2021	KEY CODE MEDIA, INC.	City Hall Television Broadcast Improvement Project	417.64
4790	04/30/2021	LSA ASSOCIATES, INC.	Planning Services / March 2021	23,217.00
4791	04/30/2021	MANAGED HEALTH NETWORK	Employee Benefits Program / May 2021	18.81
4792	04/30/2021	MARC DONOHUE	Administrative Services / April 2021	400.00
4793	04/30/2021	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / April 2021	100.00
4794	04/30/2021	ORANGE COUNTY REGISTER-NOTICES	Public Notices / March 2021	100.00
4795	04/30/2021	PV MAINTENANCE INC	Streets, City Hall & Park Maintenance / March 2021	20,925.06
4796	04/30/2021	RICOH USA, INC.	Copier Lease / May 2021	214.20
4797	04/30/2021	SHELBY ELECTRIC INC.	City Hall Maintenance / April 2021	1,916.82
4798	04/30/2021	SIEMENS MOBILITY, INC.	Traffic Maintenance / March 2021	2,565.00
4799	04/30/2021	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 4)	4,169.69
4800	04/30/2021	WILLDAN ENGINEERING	Building Official, Permit Counter & Inspection Services / March 2021	57,847.50
			<b>Total Bank Debits and Warrants:</b>	<b>\$ 599,593.24</b>
 <b>Petty Cash Expenditures Paid Out</b> (See Note 2)				
		Dollar Tree	City Hall Maintenance	\$13.54
		Amazon	City Hall Maintenance	\$19.82
			<b>Total Petty Cash:</b>	<b>\$33.36</b>
			<b>TOTAL</b>	<b>\$ 599,626.60</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 April 2021, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne and Tao.

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 #4772 to U.S. Bank totaling \$418.36:

UPS Store	Printing Services	\$8.60
Amazon	Office Supplies	\$21.54
Adobe	Office Supplies	\$78.50
Microsoft	Office 365 Subscription	\$262.50
Zoom	Video Conferencing	\$14.99
FedEx	Postage	\$32.23
		<b>Total Credit Card Reimbursement:</b>
		<b>\$418.36</b>

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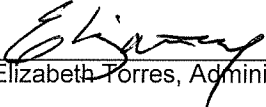
Note 4 - The table below summarizes credit card expenditures paid via Check #4799 to U.S. Bank totaling \$4,169.69:

	Microsoft Office 365 Subscription	\$262.50
	Adobe Office Supplies	\$78.50
	Microsoft Calling Plan	\$178.19
	Zoom Video Conferencing	\$95.79
	ContractSafe Contract Management Software	\$2,870.40
	CSMFO Budgeting Webinar	\$300.00
	Dell Office Supplies	\$64.64
	Home Goods Office Supplies	\$8.61
	Michaels Office Supplies	\$5.65
	United States Flag Store City Hall Flags	\$236.60
	USPS Postage	\$7.00
	Amazon Janitorial Supplies	\$61.81
	<b>Total Credit Card Reimbursement:</b>	<b>\$4,169.69</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

5/13/21  
Dated