

CITY OF LAGUNA WOODS
WARRANT REGISTER
July 21, 2021

ITEM 6.3

This Report Covers the Period 6/01/2021 through 6/30/2021

Date	Vendor Name	Description	Amount	
Debit				
<i>Automatic Bank Debits:</i>				
06/02/2021	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / May 2021	571.73	
06/02/2021	AUTHORIZE.NET	Credit Card Processing Fees / May 2021	12.00	
06/08/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	319.77	
06/08/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 05/07/2021	2,993.56	
06/08/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 05/07/2021	1,894.83	
06/09/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	51.88	
06/10/2021	ADP TAX	Payroll Taxes / Pay Period Ended 06/04/2021	9,748.27	
06/10/2021	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 06/04/2021	18,226.07	
06/11/2021	CALPERS - HEALTH	Employee Benefit Program / June 2021	6,778.54	
06/11/2021	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 05/07/2021 and 5/21/2021	368.72	
06/14/2021	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 6/04/2021	1,788.46	
06/14/2021	U.S. BANK	Bank Service Charges / May 2021	127.52	
06/15/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	61.06	
06/16/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	32.30	
06/22/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 05/21/2021	2,993.56	
06/22/2021	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 05/21/2021	2,001.45	
06/24/2021	ADP TAX	Payroll Taxes / Pay Period Ended 06/18/2021	7,630.74	
06/24/2021	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 06/18/2021	15,578.03	
06/25/2021	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 6/18/2021	1,788.46	
06/29/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	116.94	
06/30/2021	BUSINESS PLANS	Employee Benefit Program / June 2021	195.32	
Check				
<i>Warrants:</i>				
4855	06/04/2021	AMAZON CAPITAL SERVICES	Office Supplies	85.00
4856	06/04/2021	AT&T	Telephone / 458-3487 / May 2021	45.65
4857	06/04/2021	AT&T	Telephone / 639-0500 / May 2021	227.26
4858	06/04/2021	AT&T	Telephone / 452-0600 / May 2021	1,974.55
4859	06/04/2021	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / May 2021	2,300.77
4860	06/04/2021	ECONOLITE SYSTEMS	Traffic Signal Maintenance / January 2022 - December 2023	2,168.00
4861	06/04/2021	NEW MILLENNIUM CONSTRUCTION SERVICES, INC.	City Hall Refurbishment & Safety Project: Phase 2	5,494.52
4862	06/04/2021	NUVIS	Landscape Architectural Services / April 2021	193.75
4863	06/04/2021	PETTY CASH	Replenish Petty Cash / May 2021	-
4864	06/04/2021	PROTELESIS	Telephone System Maintenance / May 2021	299.00
4865	06/07/2021	PARAMITA PAUL	Payroll Check / Pay Period Ending 06/04/2021	3,492.05
4866	06/09/2021	360 BUSINESS CONSULTING	Website Hosting / April - May 2021	400.00
4867	06/09/2021	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / May 2021	15,266.75
4868	06/09/2021	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / May 2021	9,087.17
4869	06/09/2021	COUNTY OF ORANGE	Automated Fingerprinting ID System / June 2021	726.00
4870	06/09/2021	DAVID GREGG	Photography	225.00
4871	06/09/2021	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / May 2021	736.25
4872	06/09/2021	MARC DONOHUE	Administrative Services / May 2021	300.00
4873	06/09/2021	MICHAEL BAKER INTERNATIONAL	Planning Services / May 2021	731.94

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4874	06/09/2021	ORANGE COUNTY REGISTER-NOTICES	Public Notices / May 2021	1,224.00
4875	06/09/2021	PASCO DOORS	City Hall Maintenance	270.00
4876	06/09/2021	PV MAINTENANCE INC	Park Maintenance Service / May 2021	4,923.65
4877	06/09/2021	RICOH USA, INC.	Copier Usage / May 2021	163.44
4878	06/09/2021	SOUTHERN CALIFORNIA EDISON	Electric Services / March - May 2021	11,738.97
4879	06/09/2021	STAPLES	Office & Janitorial Supplies	1,944.98
4880	06/09/2021	SUNSET PROPERTY SERVICES	Street Sweeping Services / May 2021	2,832.00
4881	06/09/2021	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	1,033.91
4882	06/09/2021	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / June 2021	83.95
4883	06/18/2021	ADT COMMERCIAL	Fire Sprinkler Inspection	930.00
4884	06/18/2021	AT&T	Telephone / 583-1105 / May 2021	23.67
4885	06/18/2021	AT&T	White Pages / June 2021	4.53
4886	06/18/2021	AT&T	Telephone / 581-9821 / May 2021	118.59
4887	06/18/2021	BALLIET, MICHAEL	Waste Management Consulting Services / May 2021	2,847.50
4888	06/18/2021	CALIFORNIA YELLOW CAB	Taxi Voucher Services / May 2021	1,080.00
4888	06/18/2021	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / May 2021	2,463.00
4889	06/18/2021	CIVIL SOURCE	Engineering Services / May 2021	9,135.00
4890	06/18/2021	CLEARSOURCE FINANCIAL	Fee Study & Cost Allocation Consulting Services	1,050.00
4891	06/18/2021	COMMERCIAL DOOR METAL SYSTEMS, INC.	City Hall Maintenance	2,009.00
4892	06/18/2021	DERRICK STALEY	Building Permit Refund	197.00
4893	06/18/2021	EL TORO WATER DISTRICT	Water Services / April 2021	3,354.38
4894	06/18/2021	ITERIS, INC	Traffic Engineering / May 2021	2,625.00
4895	06/18/2021	KONE INC.	City Hall Elevator Maintenance / June 2021	225.00
4896	06/18/2021	MATRIX IMAGING PRODUCTS, INC.	Document Scanning Services	6,266.36
4897	06/18/2021	MICHAEL BAKER INTERNATIONAL	Planning Services / April 2021	18,656.28
4898	06/18/2021	MUNICIPAL CODE CORP	Codification of Ordinances	791.90
4899	06/18/2021	NUVIS	Landscape Architectural Services / April 2021	930.00
4900	06/18/2021	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	2,782.68
4901	06/18/2021	ON POINT LAND SURVEYING, INC	Survey Document Preparation	450.00
4902	06/18/2021	ORANGE COUNTY EXECUTIVE PORTRAITS	Councilmember Portrait	284.00
4903	06/18/2021	ORKIN	Pest Control Services / June 2021	750.00
4904	06/18/2021	PETTY CASH	Increase Cash Drawer	-
4905	06/18/2021	PV MAINTENANCE INC	Streets, City Hall & Park Maintenance / April - May 2021	33,936.04
4906	06/18/2021	RECREATION BRANDING SERVICES	Graphic Design Services	426.00
4907	06/18/2021	RUTAN & TUCKER, LLP	Legal Services / February - April 2021	10,792.76
4908	06/18/2021	SAGECREST PLANNING AND ENVIRONMENTAL	Planning Services / May 2021	3,060.00
4909	06/18/2021	SIEMENS MOBILITY, INC.	Traffic Signal Maintenance / May 2021	1,099.00
4910	06/18/2021	THE GAS COMPANY	Gas Service - City Hall / May 2021	14.79
4911	06/18/2021	WILLDAN ENGINEERING	Building Official, Permit Counter & Inspection Services / April - May 2021	113,295.00
4911	06/18/2021	WILLDAN ENGINEERING	Code Enforcement Services / May 2021	2,204.00
4912	06/24/2021	KEY CODE MEDIA, INC.	Television Broadcast Equipment	2,493.22
4913	06/24/2021	MARC DONOHUE	Replacement for Check #4972 dated April 30, 2021	400.00
4914	06/24/2021	NEW MILLENNIUM CONSTRUCTION SERVICES, INC.	City Hall Refurbishment & Safety Project: Phase 2	8,828.96
4915	06/24/2021	OMNI ENTERPRISE INC	Janitorial Services / May 2021	2,560.00

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4916	06/30/2021	ACC BUSINESS	City Hall Internet Service / May 2021	603.58
4917	06/30/2021	ADT COMMERCIAL	Annual Sprinkler Inspection / Calendar Year 2021	358.13
4918	06/30/2021	AT&T	Telephone / 452-0600 / June 2021	1,974.83
4919	06/30/2021	AT&T	Telephone / 458-3487 / June 2021	45.65
4920	06/30/2021	AT&T	Telephone / 639-0500 / June 2021	227.26
4921	06/30/2021	BOUTWELL FAY LLP	Legal Services / May 2021	212.50
4922	06/30/2021	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2020-2021	9,500.00
4923	06/30/2021	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance / May 2021	750.00
4924	06/30/2021	FOREST PRINTING & COPYING INC	Senior Mobility Program Printing / Fiscal Year 2021-2022	4,116.05
4925	06/30/2021	G2 CONSTRUCTION, INC	Catch Basin Maintenance / June 2021	2,200.00
4926	06/30/2021	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / June 2021	100.00
4927	06/30/2021	NUVIS	Landscape Architectural Services / May 2021	503.75
4928	06/30/2021	OFFICE DEPOT	Office Supplies	728.16
4929	06/30/2021	ORKIN	Pest Control Services / June 2021	4,640.00
4930	06/30/2021	PARK CONSULTING GROUP, INC	Software Implementation Consulting / May 2021	3,456.25
4931	06/30/2021	PRACTICAL DATA SOLUTIONS	IT Support Services / April 2021	5,288.00
4932	06/30/2021	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / May 2021	1,577.01
4933	06/30/2021	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 4)	642.99
			Total Bank Debits and Warrants: \$	408,411.82

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 June 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. No petty cash transactions were paid during this time period. The petty cash replenishment on June 4, 2021 was to replenish the overdrawn cash drawers for taxi voucher refunds. The petty cash replenishment on June 18, 2021 was to increase the amount of cash in cash register.

Note 3 - The table below summarizes credit card expenditures paid via Check #4881 to U.S. Bank totaling \$1,033.91:

Microsoft	Office 365 Subscription	\$303.63
Adobe	Computer Software	\$78.50
Zoom	Video Conferencing	\$54.99
Duo Security	Computer Software	\$120.00
FedEx	Postage	\$41.48
Bai Design	City Hall Refurbishment & Safety Project: Phase 2	\$28.00
Guitar Center	City Hall Refurbishment & Safety Project: Phase 2	\$12.92
USPS	Postage	\$20.95
National Notary Association	Membership Dues	\$238.00
Home Depot	Office Supplies	\$25.75
United States Flag Store	Office Supplies	\$118.30
Home Goods	Credit for Returned Office Supplies	(\$8.61)
Total Credit Card Reimbursement:		\$1,033.91

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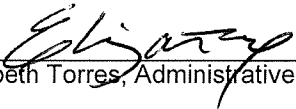
Note 4 - The table below summarizes credit card expenditures paid via Check #4933 to U.S. Bank totaling \$642.99:

	Microsoft	Office 365 Subscription	\$287.50
	Adobe	Computer Software	\$78.50
	Zoom	Video Conferencing	\$54.99
	Duo Security	Computer Software	(\$36.00)
	Michael's	Office Supplies	\$96.95
	Fast Signs	Office Supplies	\$91.59
	Sinks Direct	Office Supplies	\$69.46
		Total Credit Card Reimbursement:	\$642.99

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

7/15/21
Dated