

CITY OF LAGUNA WOODS

ITEM 6.3

WARRANT REGISTER

February 16, 2022

This Report Covers the Period 01/01/2022 through 01/31/2022

Date	Vendor Name	Description	Amount
Debit	Automatic Bank Debits:		
Debit 01/03/2022	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / December 2021	653.01
Debit 01/04/2022	AUTHORIZE.NET	Online Credit Card Processing Fees / December 2021	12.00
Debit 01/04/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 12/03/2021	3,003.94
Debit 01/04/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 12/03/2021	1,966.19
Debit 01/06/2022	ADP TAX	Payroll Taxes / Pay Period Ended 12/31/2021	9,020.36
Debit 01/06/2022	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/31/2021	18,398.29
Debit 01/07/2022	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 12/31/2021	2,838.46
Debit 01/07/2022	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 12/03/2021 & 12/17/2021	379.14
Debit 01/11/2022	CALPERS - HEALTH	Employee Benefit Program / January 2022	7,501.22
Debit 01/11/2022	BUSINESS PLANS	Employee Benefit Program / January 2022	49.64
Debit 01/12/2022	BUSINESS PLANS	Employee Benefit Program / January 2022	37.26
Debit 01/14/2022	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / January 2022	255,071.73
Debit 01/15/2022	U.S. BANK	Bank Service Charges / December 2021	83.76
Debit 01/19/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 12/17/2021	3,003.94
Debit 01/19/2022	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 12/17/2021	1,952.67
Debit 01/19/2022	BUSINESS PLANS	Employee Benefit Program / January 2022	7.70
Debit 01/19/2022	BUSINESS PLANS	Employee Benefit Program / January 2022	416.67
Debit 01/20/2022	ADP TAX	Payroll Taxes / Pay Period Ended 01/14/2022	8,834.35
Debit 01/20/2022	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 01/14/2022	17,903.29
Debit 01/21/2022	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 01/14/2022	2,838.46
Check Number	Warrants:		
5374 01/07/2022	ACC BUSINESS	City Hall Internet Service / November 2021	603.58
5375 01/07/2022	AT&T	Telephone / 452-0600 / December 2021	2,161.71
5376 01/07/2022	AT&T	Telephone / 639-0500 / December 2021	222.70
5377 01/07/2022	AT&T	Telephone / 458-3487 / December 2021	44.13
5378 01/07/2022	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2021	1,342.09
5379 01/07/2022	CALIFORNIA BLDG STANDARDS COMM	Building Permit Fee Assessment / October - December 2021	477.00
5380 01/07/2022	CALIFORNIA INTERNET LP	City Hall Internet Service / February 2022	349.00
5381 01/07/2022	DEPARTMENT OF CONSERVATION	Strong Motion Instrumentation & Seismic Hazard Mapping Fee / October - December 2021	1,067.16
5382 01/07/2022	J&M TROPHIES	Plaques	66.81
5383 01/07/2022	MANAGED HEALTH NETWORK	Employee Benefit Program / January 2022	18.81
5384 01/07/2022	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	3,190.00
5385 01/07/2022	OMNI ENTERPRISE INC	Janitorial Services / November 2021	2,320.00
5386 01/07/2022	PASCO DOORS	City Hall Maintenance	420.00
5387 01/07/2022	PETTY CASH	Replenish Petty Cash / December 2021	-
5388 01/07/2022	RICOH USA, INC.	Copier Lease / January 2022	214.20
5389 01/07/2022	STATE WATER RESOURCES	Annual Storm Water Permit Fee / October 2021 - September 2022	10,602.00
5390 01/07/2022	SUNSET PROPERTY SERVICES	Street Sweeping Services / December 2021	3,480.00
5391 01/07/2022	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	3,113.76
5392 01/07/2022	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / December 2021	4,306.75
5393 01/14/2022	360CIVIC	Website Hosting / December 2021	200.00

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Date	Vendor Name	Description	Amount
5394	01/14/2022 AT&T	White Pages / January 2022	4.59
5395	01/14/2022 AT&T	Telephone / 583-1105 / December 2021	22.91
5396	01/14/2022 AT&T	Telephone / 581-9821 / December 2021	120.04
5397	01/14/2022 COUNTY OF ORANGE	Automated Fingerprint ID System / January 2022	636.00
5398	01/14/2022 COUNTY OF ORANGE	Surveyor Services	385.67
5399	01/14/2022 COUNTY OF ORANGE	South Orange County Watershed Management Area Cost-Share / Fiscal Year 2021-22	3,369.59
5400	01/14/2022 GOVERNMENT FINANCE OFFICERS	Annual Comprehensive Financial Report Review Fee	460.00
5401	01/14/2022 MARC DONOHUE	Administrative Services / December 2021	150.00
5402	01/14/2022 MICHAEL BAKER INTERNATIONAL	Planning Services / December 2021	6,305.50
5403	01/14/2022 OCEAN BLUE ENVIRONMENTAL SERVICES, INC.	Crime Scene Cleanup	921.50
5404	01/14/2022 ONEOC	Edible Food Recovery Program Services / November - December 2021	739.66
5405	01/14/2022 PV MAINTENANCE INC	Street, City Hall & Park Maintenance Services / December 2021	11,810.54
5406	01/14/2022 RICOH USA, INC.	Copier Usage / December 2021	99.36
5407	01/14/2022 STAPLES	Office & Janitorial Supplies	227.88
5408	01/14/2022 THE GAS COMPANY	Gas Service - City Hall / December 2021	351.15
5409	01/14/2022 VERIZON WIRELESS	Building Division iPads Data Plans / December 2021	72.09
5410	01/21/2022 CALIFORNIA YELLOW CAB	Taxi Voucher Services / December 2021	846.00
5410	01/21/2022 CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / December 2021	67.00
5411	01/21/2022 CIVIL SOURCE	Engineering Services / November 2021	8,402.50
5412	01/21/2022 COUNTY OF ORANGE	800 MHz Communication Charges / October - December 2021	264.00
5413	01/21/2022 EL TORO WATER DISTRICT	Water Service / November 2021	3,476.88
5414	01/21/2022 JOHN L. HUNTER & ASSOCIATES, INC	NPDES Inspection Services / December 2021	197.50
5415	01/21/2022 KONE INC.	City Hall Elevator Maintenance / January 2022	225.00
5416	01/21/2022 LSA ASSOCIATES, INC.	Planning Services / December 2021	534.75
5417	01/21/2022 MATRIX IMAGING PRODUCTS, INC.	Document Scanning Services	2,965.97
5418	01/21/2022 ORANGE COUNTY REGISTER-NOTICES	Public Notices / December 2021	1,476.00
5419	01/21/2022 PARK CONSULTING GROUP, INC	Software Consulting Services / December 2021	7,368.75
5420	01/21/2022 PRACTICAL DATA SOLUTIONS	IT Support Services / December 2021	4,741.51
5421	01/21/2022 RJM DESIGN GROUP	Landscape Architectural Services / December 2021	9,975.00
5422	01/21/2022 SAGECREST PLANNING AND ENVIRONMENTAL	Planning Services / December 2021	420.00
5423	01/21/2022 SOUTHERN CALIFORNIA EDISON	Electric Services / November 2021	6,131.70
5424	01/21/2022 TYLER TECHNOLOGIES, INC.	Annual Maintenance Fee - Financial Software / February 2022 - January 2023	106.00
5425	01/21/2022 WILLDAN ENGINEERING	Code Enforcement Services / December 2021	2,520.00
5426	01/21/2022 IBUILD SPECTRUM INC.	City Hall/Public Library Project	135,542.70
5427	01/28/2022 ACC BUSINESS	City Hall Internet Service / December 2021	603.58
5428	01/28/2022 BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / December 2021	15,266.75
5429	01/28/2022 CALIFORNIA DEPT. OF TAX & FEE ADMINISTRATION	Use Tax Filing / 2021 Calendar Year	41.00
5430	01/28/2022 CITY OF LAGUNA BEACH	Animal Control & Shelter Services / December 2021	9,264.00
5431	01/28/2022 CIVIL SOURCE	Engineering Services / December 2021	15,980.00
5432	01/28/2022 COUNTY OF ORANGE	800 MHz Communication Charges / January - March 2022	826.00
5433	01/28/2022 DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / February 2022	581.71
5434	01/28/2022 MANAGED HEALTH NETWORK	Employee Benefit Program / February 2022	18.81
5435	01/28/2022 NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / January 2022	100.00
5436	01/28/2022 OMNI ENTERPRISE INC	Janitorial Services / December 2021	2,480.00
5437	01/28/2022 RICOH USA, INC.	Copier Lease / February 2022	214.20

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WARRANT REGISTER
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Date	Vendor Name	Description	Amount	
5438	01/28/2022	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / December 2021	2,278.59
5439	01/28/2022	TONY'S LOCKSMITH & SAFE SERV.	City Hall Maintenance	190.00
5440	01/28/2022	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / February 2022	120.18
			Total Bank Debits and Warrants:	\$ 591,182.09
 <i>Petty Cash Expenditures Paid Out</i> (See Note 2)				
	Orange County Clerk-Recorder	Retrieval of Recorded Documents	\$15.00	
	Orange County Clerk-Recorder	Document Recording	\$50.00	
			Total Petty Cash:	\$65.00
			TOTAL	\$ 591,247.09

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 January 2022, 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 #5391 to U.S. Bank totaling \$3,113.76:

Microsoft	Office 365 Subscription	\$318.15
Adobe	Computer Software	\$84.95
Zoom	Video Conferencing	\$69.98
Microsoft	Office 365 Online Services	\$1,680.00
Dropbox	Website Services	\$720.00
FedEx	Postage	\$167.90
Mrdirect	City Hall Maintenance	\$67.88
Coffee Bean & Tea Leaf	Refreshments	\$4.90
		Total Credit Card Reimbursement:
		\$3,113.76

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

2/10/22
Dated