

CITY OF LAGUNA WOODS
WARRANT REGISTER
December 20, 2023

ITEM 6.3

This Report Covers the Period 11/01/2023 through 11/30/2023

Date	Vendor Name	Description	Amount
Debit			
<i>Automatic Bank Debits:</i>			
11/02/2023	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / October 2023	1,927.17
11/02/2023	AUTHORIZE.NET	Online Credit Card Processing Fees / October 2023	12.00
11/02/2023	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / November 2023	472.44
11/02/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / October 2023	348.56
11/03/2023	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 10/06/2023 & 10/20/2023	462.96
11/08/2023	NAVIA BENEFIT SOLUTIONS	125 Cafeteria Plan Administration / October 2023	100.00
11/07/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/06/2023	3,516.10
11/07/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/06/2023	2,314.36
11/08/2023	ADP TAX	Payroll Taxes / Pay Period Ended 11/03/2023	7,886.48
11/08/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 11/03/2023	18,983.98
11/09/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / November 2023	924.65
11/09/2023	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / November 2023	253,453.70
11/09/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 11/03/2023	2,170.00
11/10/2023	CALPERS - HEALTH	Employee Benefit Program / November 2023	7,846.79
11/15/2023	U.S. BANK	Bank Service Charges / October 2023	58.76
11/21/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/20/2023	3,294.67
11/21/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 10/20/2023	2,007.47
11/21/2023	ADP TAX	Payroll Taxes / Pay Period Ended 11/17/2023	7,904.58
11/21/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 11/17/2023	19,317.20
11/22/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 11/17/2023	1,420.00
Check			
Number	<i>Warrants:</i>		
7085	11/03/2023	ACC BUSINESS	608.66
7086	11/03/2023	AT&T	50.58
7087	11/03/2023	CAPTIONING UNLIMITED	600.00
7088	11/03/2023	CSMFO	135.00
7089	11/03/2023	FIRST RESPONSE AIR CONDITIONING & HEATING INC.	671.26
7090	11/03/2023	GOVERNMENT FINANCE OFFICERS	135.00
7091	11/03/2023	PETTY CASH	-
7092	11/03/2023	RUTAN & TUCKER, LLP	11,872.90
7093	11/09/2023	360CIVIC	200.00
7094	11/09/2023	BRIGHTVIEW LANDSCAPE SERVICES, INC.	30,387.67
7095	11/09/2023	CIVIL SOURCE	18,635.00
7096	11/09/2023	COUNTY OF ORANGE	636.00
7097	11/09/2023	CSMFO	135.00
7098	11/09/2023	EL TORO WATER DISTRICT	9,208.76
7099	11/09/2023	EPIC IO TECHNOLOGIES, INC.	171.45
7100	11/09/2023	PV MAINTENANCE INC	11,920.62
7101	11/09/2023	RINGCENTRAL, INC.	1,803.97
7102	11/09/2023	SOUTHERN CALIFORNIA GAS COMPANY	14.30
7103	11/09/2023	SWEEPING CORPORATION OF AMERICA	4,350.00
7104	11/09/2023	TONY'S LOCKSMITH & SAFE SERV.	622.44

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7105	11/21/2023	ABOUND FOOD CARE	Edible Food Recovery Program Services / October 2023	380.92
7106	11/21/2023	AETNA BEHAVIORAL HEALTH, LLC	Employee Benefit Program / December 2023	12.18
7107	11/21/2023	ALPHA CARD SYSTEM, LLC	Senior Mobility Program Supplies	587.24
7108	11/21/2023	AT&T	Telephone / 583-1105 / October 2023	29.96
7109	11/21/2023	AT&T	White Pages / November 2023	4.28
7110	11/21/2023	AT&T	Telephone / 581-9821 / October 2023	55.32
7111	11/21/2023	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2023	7,875.07
7112	11/21/2023	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2022-23	3,000.00
7113	11/21/2023	CALIFORNIA MUNICIPAL STATISTICS, INC.	ACFR Services / Fiscal Year 2022-23	400.00
7114	11/21/2023	CALIFORNIA YELLOW CAB	Senior Mobility Program Transportation Services / October 2023	24,929.80
7115	11/21/2023	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / September - October 2023	19,168.00
7116	11/21/2023	FUSCOE ENGINEERING, INC.	Engineering Services / October 2023	3,750.00
7117	11/21/2023	INTERPRETING SERVICES INTERNATIONAL, LLC	Translation Services	2,359.76
7118	11/21/2023	ITERIS, INC	Traffic Engineering / October 2023	8,198.00
7119	11/21/2023	KONE INC.	City Hall Elevator Maintenance / November 2023	232.31
7120	11/21/2023	MARC DONOHUE	Administrative Services / November 2023	300.00
7121	11/21/2023	ORANGE COUNTY REGISTER-NOTICES	Public Notices / October 2023	4,454.35
7122	11/21/2023	POLINA OLSHANSKY	Project Deposit Refund	2,500.00
7123	11/21/2023	RICOH USA, INC.	Building Printer Usage / August - October 2023	97.42
7124	11/21/2023	RICOH USA, INC.	Copier Lease / December 2023	246.57
7125	11/21/2023	RJM DESIGN GROUP	Landscape Architectural Services / October 2023	3,383.30
7126	11/21/2023	RUTAN & TUCKER, LLP	Legal Services / October 2023	18,139.65
7127	11/21/2023	SAFEGUARD BUSINESS SYSTEMS	Printing Services	450.00
7128	11/21/2023	SOUTHERN CALIFORNIA EDISON	Electric Services / September - October 2023	7,228.27
7129	11/21/2023	SOUTHERN CALIFORNIA SHREDDING,	Shredding Services / October 2023	470.00
7130	11/21/2023	STAPLES	Office & Janitorial Supplies	553.14
7131	11/21/2023	TRIPEPI, SMITH AND ASSOCIATES, INC.	Audio Visual Production Support Services / October 2023	1,852.50
7132	11/21/2023	TYLER BUSINESS FORMS	2023 AP Vendor 1099 Filing Forms	165.84
7133	11/21/2023	VERIZON WIRELESS	Building iPads Data Plans / October 2023	120.03
7134	11/21/2023	WM CURBSIDE, LLC	HHW & Sharps Program / October 2023	3,479.64
7135	11/30/2023	4LEAF, INC	Planning Services	3,000.00
7136	11/30/2023	ACC BUSINESS	City Hall Internet Service / October 2023	608.66
7137	11/30/2023	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / October 2023	6,119.50
7138	11/30/2023	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / June - September 2023	10,657.07
7139	11/30/2023	CAPTIONING UNLIMITED	Closed Captioning / November 2023	200.00
7140	11/30/2023	CIVIL SOURCE	Engineering Services / October 2023	16,931.25
7141	11/30/2023	CLEARSOURCE FINANCIAL	Fee Study Services	5,180.00
7142	11/30/2023	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance	2,606.80
7143	11/30/2023	GEOSYNTEC CONSULTANTS, INC	Engineering Services	14,082.75
7144	11/30/2023	INTERWEST CONSULTING GROUP	Replacement for Check #7058 dated October 20, 2023	223,531.20
7145	11/30/2023	KIMLEY HORN & ASSOCIATES, INC	Traffic Engineering Services	17,200.00
7146	11/30/2023	OMNI ENTERPRISE INC	Janitorial Services / October 2023	2,150.00
7147	11/30/2023	PARK CONSULTING GROUP, INC	Software Consulting Services / October 2023	1,618.75
7148	11/30/2023	RECREATION BRANDING SERVICES	Graphic Design Services	567.90

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7149 11/30/2023	RINGCENTRAL, INC.	Telephone Services / November 2023	823.30
7150 11/30/2023	SCHMIDT DESIGN GROUP, INC.	Landscape Architectural Services	2,500.00
7151 11/30/2023	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / October 2023	2,774.21
7152 11/30/2023	STATE WATER RESOURCES	Annual NPDES Permit Fee / Fiscal Year 2023-24	10,602.00
7153 11/30/2023	SUN TAMERS WINDOW TINTING	City Hall Refurbishment & Safety Project: Phase 5	19,883.67
7154 11/30/2023	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	1,906.24
7155 11/30/2023	VOID	VOID	-
7156 11/30/2023	UNITED STORM WATER, INC	Catch Basin Cleaning / October 2023	7,654.00
7157 11/30/2023	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / December 2023	68.43
7158 11/30/2023	WILLDAN ENGINEERING	Code Enforcement Services / October 2023	11,585.00
Total Bank Debits and Warrants:			\$ 903,254.76

Petty Cash Expenditures Paid Out (See Note 2)

AIM Mail Center Printing Services

	\$52.00
Total Petty Cash:	\$52.00

TOTAL \$ 903,306.76

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 November 2023, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and McCary.

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 #7154 to U.S. Bank totaling \$1,906.24:

	Flowerful	Veteran's Day Memorial Flowers	\$307.10
	LinkedIn	Job Posting	\$23.21
	GovernmentJobs.com	Job Posting	\$199.00
	OC Clerk-Recorder	Document Recording Fee	\$91.00
	Walmart	Office Supplies & Activities	\$7.09
	Walmart	Office Supplies & Activities	\$39.48
	Costco	Office Supplies & Activities	\$28.99
	Ready Rubber Stamps	Notary Expenses	\$58.08
	JM Trophies and Awards	Councilmember Name Badges	\$6.00
	NotaryStamp.Com	Notary Expenses	\$103.03
	Home Depot	City Hall Maintenance	\$51.33
	National Notary Association	Membership & Dues	\$136.00
	OC Clerk-Recorder	Recording Fee	\$35.00
	Stamps.com	Postage	\$29.99
	Microsoft	Office 365 Subscription	\$162.00
	Microsoft	Office 365 Subscription	\$475.00
	Zoom	Video Conferencing	\$31.98
	Network Solutions	Domain Registration	\$121.96
Total Credit Card Reimbursement:			\$1,906.24

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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.

 Digitally signed by Elizabeth
Torres
Date: 2023.12.14 17:54:36 -08'00'

Elizabeth Torres, Administrative Services Director/City Treasurer