

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 17, 2024

ITEM 7.2

This Report Covers the Period 12/01/2023 through 12/31/2023

	Date	Vendor Name	Description	Amount
Debit		Automatic Bank Debits:		
Debit	12/04/2023	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / November 2023	1,884.83
Debit	12/04/2023	AUTHORIZE.NET	Online Credit Card Processing Fees / November 2023	12.00
Debit	12/04/2023	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / December 2023	472.44
Debit	12/06/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/03/2023	2,778.01
Debit	12/06/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/03/2023	2,099.32
Debit	12/06/2023	ADP TAX	Payroll Taxes / Pay Period Ended 12/01/2023	7,589.02
Debit	12/06/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/01/2023	18,478.19
Debit	12/07/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / December 2023	358.85
Debit	12/08/2023	NAVIA BENEFIT SOLUTIONS	125 Cafeteria Plan Administration / November 2023	100.00
Debit	12/08/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 12/01/2023	2,170.00
Debit	12/08/2023	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 11/03/2023 & 11/17/2023	438.66
Debit	12/11/2023	CALPERS - HEALTH	Employee Benefit Program / December 2023	7,846.79
Debit	12/14/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / December 2023	1,519.68
Debit	12/14/2023	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / December 2023	253,453.70
Debit	12/19/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/17/2023	2,778.01
Debit	12/19/2023	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 11/17/2023	2,145.03
Debit	12/20/2023	ADP TAX	Payroll Taxes / Pay Period Ended 12/15/2023	7,537.44
Debit	12/20/2023	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 12/15/2023	18,711.82
Debit	12/21/2023	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 12/15/2023	1,420.00
Debit	12/22/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / December 2023	324.73
Debit	12/29/2023	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / December 2023	971.20
Check Number		Warrants:		
7159	12/08/2023	360CIVIC	Website Hosting / November 2023	200.00
7160	12/08/2023	AT&T	Telephone / 458-3487 / November 2023	64.09
7161	12/08/2023	EPIC IO TECHNOLOGIES, INC.	City Hall Internet Service / December 2023	201.45
7162	12/08/2023	IBUILD SPECTRUM INC.	City Hall/Public Library Project	36,230.95
7163	12/08/2023	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / September 2023	7,045.00
7164	12/08/2023	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	6,700.00
7165	12/08/2023	PARK CONSULTING GROUP, INC	Software Consulting Services / November 2023	875.00
7166	12/08/2023	PETTY CASH	Replenish Petty Cash / November 2023	-
7167	12/08/2023	PSOMAS	Planning Services / June - September 2023	6,099.61
7168	12/08/2023	RINGCENTRAL, INC.	Telephone Services / December 2023	800.25
7169	12/08/2023	STAPLES	Office & Janitorial Supplies	256.18
7170	12/08/2023	TRIPEPI, SMITH AND ASSOCIATES, INC.	Broadcasting Services / November 2023	1,258.75
7171	12/08/2023	WM CURBSIDE, LLC	HHW & Sharps Program / November 2023	5,037.83
7172	12/15/2023	ABOUND FOOD CARE	Edible Food Recovery Program Services / November 2023	380.92
7173	12/15/2023	AETNA BEHAVIORAL HEALTH, LLC	Employee Benefit Program / January 2024	19.14
7174	12/15/2023	AT&T	Telephone / 583-1105 / November 2023	30.95
7175	12/15/2023	AT&T	White Pages / December 2023	4.28
7176	12/15/2023	AT&T	Telephone / 581-9821 / November 2023	71.53
7177	12/15/2023	COUNTY OF ORANGE	Automated Fingerprint ID System / December 2023	636.00
7178	12/15/2023	COUNTY OF ORANGE	Replacement for Check #7053 dated October 20, 2023 in the amount of \$42,061.49	-
7179	12/15/2023	GEOSYNTEC CONSULTANTS, INC	Engineering Services	3,493.50

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7180	12/15/2023	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / October 2023	2,782.50
7181	12/15/2023	KONE INC.	City Hall Elevator Maintenance / December 2023	232.31
7182	12/15/2023	LSA ASSOCIATES, INC.	Planning Services / October 2023	26.00
7183	12/15/2023	MARC DONOHUE	Administrative Services / December 2023	350.00
7184	12/15/2023	OMNI ENTERPRISE INC	Janitorial Services / November 2023	1,850.00
7185	12/15/2023	RUTAN & TUCKER, LLP	Legal Services / November 2023	14,435.52
7186	12/15/2023	SAFE AND SOUND SECURITY, INC.	Surveillance Camera Installation	6,324.50
7187	12/15/2023	SHARESQUARED, INC.	Document Tracking Project	5,365.00
7188	12/15/2023	SOUTHERN CALIFORNIA EDISON	Electric Services / October - November 2023	7,891.66
7189	12/15/2023	SOUTHERN CALIFORNIA EDISON	Replacement for Check #7128 dated November 21, 2023 in the amount of \$7,228.27	-
7190	12/15/2023	SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / November 2023	22.81
7191	12/15/2023	SOUTHERN CALIFORNIA SHREDDING,	HHW & Sharps Program / November 2023	420.00
7192	12/15/2023	VERIZON WIRELESS	Building iPads Data Plans / November 2023	120.03
7193	12/20/2023	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / November 2023	3,422.50
7194	12/20/2023	BOUTWELL FAY LLP	Legal Services / November 2023	212.50
7195	12/20/2023	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / November 2023	1,445.10
7196	12/20/2023	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / Fiscal Year 2022-23	3,000.00
7197	12/20/2023	CALIFORNIA YELLOW CAB	Taxi Services / November 2023	24,332.10
7198	12/20/2023	CHASE DESIGN, INC.	Website Maintenance / December 2023	1,500.00
7199	12/20/2023	COUNTY OF ORANGE	South Orange County Watershed Cost-Share / Fiscal Year 2023-24	6,821.87
7200	12/20/2023	EL TORO WATER DISTRICT	Water Service / October 2023	4,442.91
7201	12/20/2023	FUSCOE ENGINEERING, INC.	Engineering Services / November 2023	3,892.50
7202	12/20/2023	GOVERNMENT FORMS & SUPPLIES LLC	Office Supplies	386.68
7203	12/20/2023	HARDY & HARPER, INC	Pavement Management Project / Fiscal Year 2023-24	210,087.14
7204	12/20/2023	ITERIS, INC	Traffic Engineering / November 2023	3,432.00
7205	12/20/2023	MARQUE URGENT CARE	Employee Health Services	110.00
7206	12/20/2023	PRACTICAL DATA SOLUTIONS	IT Support Services / September - November 2023	15,444.93
7207	12/20/2023	PV MAINTENANCE INC	Street, City Hall & Park Maintenance / November 2023	9,645.94
7208	12/20/2023	RECREATION BRANDING SERVICES	Graphic Design Services	387.44
7209	12/20/2023	RICOH USA, INC.	Copier Lease / January 2024	246.57
7210	12/20/2023	RJM DESIGN GROUP	Landscape Architectural Services / November 2023	2,168.74
7211	12/20/2023	SMITH ARCHITECTS	City Hall Refurbishment & Safety Project: Phase 4	7,000.00
			Total Bank Debits and Warrants:	\$ 740,294.40

TOTAL \$ 740,294.40

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 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. There were no petty cash transactions for this period. The petty cash replenishment on December 8, 2023 was for November 2023 petty cash expenditures.
Note 3 - The petty cash expenditure paid out, as reported on the December 20, 2023 warrant register was incorrect. \$18.85 was paid to AIM Mail Center for printing services, not \$52.00.
Note 4 - No credit card transactions were paid during this time period.

**CITY OF LAGUNA WOODS
WARRANT REGISTER
January 17, 2024**

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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: 2024.01.11
19:09:15 -08'00'

Elizabeth Torres, Administrative Services Director/City Treasurer