

**CITY OF LAGUNA WOODS**  
**WARRANT REGISTER**  
**March 20, 2024**

ITEM 7.2

This Report Covers the Period 02/01/2024 through 02/29/2024

Date	Vendor Name	Description	Amount
<b>Debit</b>			
<i>Automatic Bank Debits:</i>			
02/01/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / January 2024	145.39
02/02/2024	AUTHORIZE.NET	Online Credit Card Processing Fees / January 2024	12.00
02/02/2024	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / January 2024	2,283.08
02/02/2024	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / February 2024	472.44
02/02/2024	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 12/29/2023 & 01/12/2024	433.80
02/02/2024	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 01/26/2024	2,420.00
02/08/2024	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / January 2024	200.00
02/08/2024	CALPERS - RETIREMENT	California Employers' Pension Prefunding Trust Contribution	163,555.00
02/08/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / February 2024	47.30
02/09/2024	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / February 2024	253,453.70
02/09/2024	U.S. BANK	Bank Service Charge	45.00
02/12/2024	CALPERS - HEALTH	Employee Benefit Program / February 2024	8,895.33
02/13/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 01/12/2024	2,896.32
02/13/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 01/12/2024	1,992.00
02/14/2024	ADP TAX	Payroll Taxes / Pay Period Ended 02/09/2024	9,016.79
02/14/2024	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 02/09/2024	19,154.45
02/14/2024	U.S. BANK	Bank Service Charges / January 2024	96.82
02/15/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / February 2024	414.94
02/16/2024	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 02/09/2024	1,420.00
02/21/2024	ADP PAYROLL SERVICES	Payroll Processing Fees / Quarterly and Year End Processing	125.10
02/27/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 01/26/2024	2,865.53
02/27/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 01/26/2024	1,992.00
02/28/2024	ADP TAX	Payroll Taxes / Pay Period Ended 02/23/2024	8,872.16
02/28/2024	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 02/23/2024	18,661.35
02/29/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / February 2024	106.13
02/29/2024	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 02/23/2024	1,750.00
<b>Check</b>			
<b>Number</b>			
<i>Warrants:</i>			
7319	02/09/2024	ABOUND FOOD CARE	392.33
7320	02/09/2024	AETNA BEHAVIORAL HEALTH, LLC	19.14
7321	02/09/2024	ALISO CREEK MINUTEMAN PRESS	290.92
7322	02/09/2024	BUREAU VERITAS NORTH AMERICA INC	21,932.57
7323	02/09/2024	CHASE DESIGN, INC.	3,787.50
7324	02/09/2024	EPIC IO TECHNOLOGIES, INC.	634.95
7325	02/09/2024	FIRST RESPONSE AIR CONDITIONING & HEATING INC.	4,898.27
7326	02/09/2024	IBUILD SPECTRUM INC.	168,813.68
7327	02/09/2024	RINGCENTRAL, INC.	800.18
7328	02/09/2024	SAFE AND SOUND SECURITY, INC.	1,590.00
7329	02/09/2024	SOUTHERN CALIFORNIA SHREDDING,	645.00
7330	02/09/2024	SWEEPING CORPORATION OF AMERICA	4,350.00
7331	02/16/2024	AT&T	64.01
7332	02/16/2024	AT&T	29.38
7333	02/16/2024	AT&T	4.30

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Date	Vendor Name	Description	Amount	
7334	02/16/2024	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / December 2023	1,512.16
7335	02/16/2024	CALIFORNIA YELLOW CAB	Senior Mobility Transportation Services / January 2024	29,568.60
7336	02/16/2024	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / January 2024	9,584.00
7337	02/16/2024	CMTA	CMTA Conference Registration	475.00
7338	02/16/2024	FUSCOE ENGINEERING, INC.	Engineering Services / January 2024	920.00
7339	02/16/2024	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / January 2024	350.00
7340	02/16/2024	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / November 2023	810.00
7341	02/16/2024	KONE INC.	City Hall Elevator Maintenance / February 2024	232.31
7342	02/16/2024	MARC DONOHUE	Administrative Services / February 2024	200.00
7343	02/16/2024	NV5, INC.	Engineering Services / November 2023	27,716.25
7344	02/16/2024	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	670.00
7345	02/16/2024	ORANGE COUNTY REGISTER-NOTICES	Public Notices / January 2024	3,562.79
7346	02/16/2024	RICOH USA, INC.	Building Printer Usage / November 2023 - January 2024	73.33
7347	02/16/2024	ROBERT CAMERON	Building Plan Review Refund	322.00
7348	02/16/2024	SOUTHERN CALIFORNIA EDISON	Electric Services / December 2023 - January 2024	7,506.35
7349	02/16/2024	SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / January 2024	189.24
7350	02/16/2024	STAPLES	Office & Janitorial Supplies	1,124.52
7351	02/16/2024	TRIPLEPI, SMITH AND ASSOCIATES, INC.	Broadcasting Services / January 2024	2,803.76
7352	02/16/2024	VERIZON WIRELESS	Building iPads Data Plans / January 2024	120.03
7353	02/16/2024	WILLDAN ENGINEERING	Code Enforcement Services / January 2024	8,400.00
7354	02/16/2024	WM CURBSIDE, LLC	HHW & Sharps Program / January 2024	4,271.09
7355	02/23/2024	DC PLUMBING, HEATING AND AIR CONDITIONING	City Hall Maintenance	2,358.55
7356	02/23/2024	ITERIS, INC	Traffic Engineering / January 2024	4,036.00
7357	02/23/2024	NV5, INC.	Engineering Services / January 2024	4,380.00
7358	02/23/2024	OBR ARCHITECTURE, INC.	City Hall/Public Library Project	6,030.00
7359	02/23/2024	OMNI ENTERPRISE INC	Janitorial Services / January 2024	3,125.00
7360	02/23/2024	ONDEMAND, INC.	City Hall Internet Service	899.00
7361	02/23/2024	PASCO DOORS	City Hall Maintenance	330.00
7362	02/23/2024	RICOH USA, INC.	Copier Lease / March 2024	246.57
7363	02/23/2024	RJM DESIGN GROUP	Landscape Architectural Services / January 2024	13,535.25
7364	02/23/2024	TONY'S LOCKSMITH & SAFE SERV.	Locksmith Services	235.78
7365	02/29/2024	4LEAF, INC	Planning Services / January 2024	9,048.00
7366	02/29/2024	ADVANCED PERMIT SERVICES	Building Permit Refund	72.00
7367	02/29/2024	APRIL BAUMGARTEN	City Hall/Public Library Event Reimbursement	350.00
7368	02/29/2024	ARC DOCUMENT SOLUTIONS, LLC.	Document Scanning	3,330.53
7369	02/29/2024	BALLIET, MICHAEL	Waste Management Consulting Services / January 2024	2,187.50
7370	02/29/2024	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / January 2024	17,172.98
7371	02/29/2024	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / December 2023	8,814.23
7372	02/29/2024	CHARGEPOINT INC	City Hall Electric Vehicle Charging Infrastructure Project	5,762.50
7373	02/29/2024	CHASE DESIGN, INC.	Website Design Services	1,500.00
7374	02/29/2024	COUNTY OF ORANGE	Automated Fingerprint ID System / February 2024	636.00
7375	02/29/2024	HDL COREN & CONE	Property Tax Forecast / Fiscal Year 2024-25	2,415.00
7376	02/29/2024	INTERWEST CONSULTING GROUP	Building Official, Permit Counter & Inspection Services / January 2024	84,072.00
7377	02/29/2024	PSOMAS	Planning Services / December 2023 - January 2024	166.00
7378	02/29/2024	PV MAINTENANCE INC	Maintenance Services / January 2024	15,455.02

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Date	Vendor Name	Description	Amount	
7379	02/29/2024	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / January 2024	3,009.57
7380	02/29/2024	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	3,120.89
7381	02/29/2024	VOID	VOID	-
7382	02/29/2024	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / March 2024	45.62
			<b>Total Bank Debits and Warrants:</b>	<b>\$ 1,002,324.28</b>

**TOTAL \$ 1,002,324.28**

**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 February 2024, 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. No petty cash transactions were paid during this time period.

Note 3 - The table below summarizes credit card expenditures paid via Check #7380 to U.S. Bank totaling \$3,120.89:

Microsoft	Office 365 Subscription	\$162.00	
Microsoft	Office 365 Online Services	\$475.00	
Zoom	Video Conferencing	\$31.98	
WP Media	Website License	\$59.00	
WPEngine	Website Hosting Subscription	\$808.57	
League of California Cities	Employee Development Services	\$150.00	
City of Santa Ana	Parking	\$2.00	
Koll Center	Parking	\$1.75	
Stamps.com	Postage	\$29.99	
CEAOC	Membership Dues	\$50.00	
Trader Joe's	City Hall/Public Library Grand Opening / Supplies	\$25.83	
Flowerful	City Hall/Public Library Grand Opening / Supplies	\$279.07	
GovernmentJobs.com	Job Posting	\$199.00	
American Planning Association	Job Posting	\$395.00	
Smart & Final	City Hall/Public Library Grand Opening / Supplies	\$145.69	
Walmart	City Hall/Public Library Grand Opening / Supplies	\$11.28	
Staples	City Hall/Public Library Grand Opening / Supplies	\$80.79	
Sabrosada	City Hall/Public Library Grand Opening / Breakfast for Staff	\$54.77	
CalChamber	Office Supplies	\$110.13	
Home Depot	Office Supplies	\$8.56	
Aldi	Office Supplies	\$14.00	
J & M Trophies	Councilmember Name Tags	\$26.48	
		<b>Total Credit Card Reimbursement:</b>	<b>\$3,120.89</b>

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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: 2024.03.13 17:17:41 -07'00'

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Elizabeth Torres, Administrative Services Director/City Treasurer