

CITY OF LAGUNA WOODS

WARRANT REGISTER

June 26, 2024

ITEM 7.2

This Report Covers the Period 05/01/2024 through 05/31/2024

Date	Vendor Name	Description	Amount
Debit	Automatic Bank Debits:		
Debit 05/02/2024	GLOBAL PAYMENTS / OPEN EDGE	Credit Card Processing Fees / April 2024	2,973.55
Debit 05/02/2024	AUTHORIZE.NET	Online Credit Card Processing Fees / April 2024	12.00
Debit 05/02/2024	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program / May 2024	517.32
Debit 05/03/2024	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Periods Ended 04/05/2024 & 04/19/2024	488.38
Debit 05/07/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 04/05/2024	2,822.34
Debit 05/07/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 04/05/2024	2,865.54
Debit 05/08/2024	NAVIA BENEFIT SOLUTIONS, INC	125 Cafeteria Plan Administration / April 2024	200.00
Debit 05/08/2024	ADP TAX	Payroll Taxes / Pay Period Ended 05/03/2024	10,901.37
Debit 05/08/2024	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 05/03/2024	22,101.27
Debit 05/09/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / April 2024	40.27
Debit 05/10/2024	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 05/03/2024	2,800.00
Debit 05/10/2024	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / May 2024	278,822.12
Debit 05/13/2024	CALPERS - HEALTH	Employee Benefit Program / May 2024	9,803.18
Debit 05/14/2024	U.S. BANK	Bank Service Charges / April 2024	38.55
Debit 05/16/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / May 2024	114.95
Debit 05/21/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 04/19/2024	2,822.34
Debit 05/21/2024	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 04/19/2024	2,865.55
Debit 05/22/2024	ADP TAX	Payroll Taxes / Pay Period Ended 05/17/2024	10,815.13
Debit 05/22/2024	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 05/17/2024	22,607.87
Debit 05/23/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / May 2024	93.86
Debit 05/24/2024	MISSION SQUARE RETIREMENT	Employee Benefit Program / Pay Period Ended 05/17/2024	1,800.00
Debit 05/30/2024	NAVIA BENEFIT SOLUTIONS	Employee Benefit Program / May 2024	387.98
Check Number	Warrants:		
7526 05/03/2024	ACC BUSINESS	City Hall Internet Service / March 2024	608.66
7527 05/03/2024	AIRESPRING INC	City Hall Internet Service / April - May 2024	938.99
7528 05/03/2024	ALPHA CARD SYSTEM, LLC	Senior Mobility Program Supplies	2,044.25
7529 05/03/2024	ARC DOCUMENT SOLUTIONS, LLC.	Document Scanning / Printing Services	6,064.05
7530 05/03/2024	AT&T	Telephone / 458-3487 / April 2024	56.55
7531 05/03/2024	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / March 2024	2,424.00
7532 05/03/2024	ECONOMIC & PLANNING SYSTEMS, INC.	Planning Services / March 2024	1,731.25
7533 05/03/2024	EL TORO WATER DISTRICT	Water Service / January - February 2024	6,072.43
7534 05/03/2024	GEOSYNTEC CONSULTANTS, INC	Engineering Services	6,011.25
7535 05/03/2024	INTERWEST CONSULTING GROUP	Building Official, Permit Counter & Inspection Services / March 2024	82,792.00
7536 05/03/2024	PASCO DOORS	City Hall Maintenance	330.00
7537 05/03/2024	SHARESQUARED, INC.	Electronic Plan Review Project	277.50
7538 05/03/2024	SMITH ARCHITECTS	City Hall Refurbishment & Safety Project: Phase 4	2,451.10
7539 05/03/2024	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / March 2024	2,631.92
7540 05/03/2024	SOUTHERN CALIFORNIA EDISON	Electric Services / Calendar Year 2021-2024	6,704.02
7541 05/03/2024	TYLER TECHNOLOGIES, INC.	EnerGov Software Annual Maintenance Fees / June 2023 - May 2024	4,944.45
7542 05/03/2024	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	2,577.96
7543 05/03/2024	VOID	VOID	-
7544 05/03/2024	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / May 2024	68.43

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Date	Vendor Name	Description	Amount
7545 05/10/2024	ABOUND FOOD CARE	Edible Food Recovery Services / April 2024	392.33
7546 05/10/2024	AETNA BEHAVIORAL HEALTH, LLC	Employee Benefit Program / June 2024	20.88
7547 05/10/2024	AMAZON CAPITAL SERVICES	Office & Janitorial Supplies	224.81
7548 05/10/2024	CAPTIONING UNLIMITED	Closed Captioning / April 2024	400.00
7549 05/10/2024	CIVICPLUS, LLC	Annual Subscription / Fiscal Year 2024-25	350.00
7550 05/10/2024	GEOSYNTEC CONSULTANTS, INC	Engineering Services	4,814.75
7551 05/10/2024	GOGO, INC.	Code Enforcement & Water Quality Software / Fiscal Year 2024-25	2,856.00
7552 05/10/2024	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / April 2024	525.00
7553 05/10/2024	JOHN L. HUNTER & ASSOCIATES, INC	Water Quality Services / February 2024	1,461.25
7554 05/10/2024	MISSION SQUARE RETIREMENT	Quarterly Plan Fee / April - June 2024	125.00
7555 05/10/2024	OMNI ENTERPRISE INC	Janitorial Services / April 2024	5,750.00
7556 05/10/2024	ORANGE COUNTY REGISTER-NOTICES	Public Notices / April 2024	280.48
7557 05/10/2024	PARK CONSULTING GROUP, INC	Software Consulting Services / April 2024	1,625.00
7558 05/10/2024	PORT 53 TECHNOLOGIES, INC.	Computer Software	4,162.32
7559 05/10/2024	SOUTHERN CALIFORNIA EDISON	Electric Services / March - April 2024	7,054.94
7560 05/10/2024	SOUTHERN CALIFORNIA GAS COMPANY	Gas Service - City Hall / April 2024	35.82
7561 05/10/2024	SOUTHERN CALIFORNIA SHREDDING,	Shredding Services / April 2024	420.00
7562 05/10/2024	SWEEPING CORPORATION OF AMERICA	Street Sweeping Services / April 2024	4,350.00
7563 05/17/2024	AT&T	Telephone / 583-1105 / April 2024	28.95
7564 05/17/2024	AT&T	White Pages / May 2024	4.30
7565 05/17/2024	AT&T	Telephone / 581-9821 / April 2024	58.89
7566 05/17/2024	BRIGHTVIEW LANDSCAPE SERVICES, INC.	City Hall Maintenance / April 2024	1,340.00
7567 05/17/2024	CHASE DESIGN, INC.	Website Design Services	150.00
7568 05/17/2024	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / April 2024	9,584.00
7569 05/17/2024	EPIIC IO TECHNOLOGIES, INC.	City Hall Internet Service / May 2024	201.45
7570 05/17/2024	GEOSYNTEC CONSULTANTS, INC	Engineering Services	807.50
7571 05/17/2024	JACOB GREEN & ASSOCIATES, INC.	Emergency Operations Plan Consulting Services	9,500.00
7572 05/17/2024	KONE INC.	City Hall Elevator Maintenance / May 2024	232.31
7573 05/17/2024	MARC DONOHUE	Administrative Services / May 2024	250.00
7574 05/17/2024	NV5, INC.	Engineering Services	26,025.00
7575 05/17/2024	RICOH USA, INC.	Building Copier Usage / February - April 2024	80.11
7576 05/17/2024	RINGCENTRAL, INC.	Telephone Services / May 2024	798.07
7577 05/17/2024	TRIEPEI, SMITH AND ASSOCIATES, INC.	Broadcasting Services / April 2024	593.75
7578 05/17/2024	WM CURBSIDE, LLC	HHW & Sharps Program / April 2024	3,856.21
7579 05/17/2024	Y & Y CONSTRUCTION	Waste Diversion Deposit Refund	250.00
7580 05/23/2024	ADT COMMERCIAL	City Hall Maintenance	475.00
7581 05/23/2024	BEAR ELECTRICAL SOLUTIONS, INC.	Traffic Signal Maintenance / April 2024	6,744.00
7582 05/23/2024	CALIFORNIA YELLOW CAB	Senior Mobility Program Services / April 2024	42,939.60
7583 05/23/2024	COUNTY OF ORANGE	Water Quality Support Services	1,548.02
7584 05/23/2024	FINANCIAL CREDIT NETWORK	Collection Activity Commissions	62.00
7585 05/23/2024	FUSCOE ENGINEERING, INC.	Engineering Services / April 2024	4,621.25
7586 05/23/2024	ITERIS, INC	Traffic Engineering / April 2024	4,191.00
7587 05/23/2024	MICHAEL BAKER INTERNATIONAL	Planning Services / May 2024	10,500.00
7588 05/23/2024	OCEAN BLUE ENVIRONMENTAL SERVICES, INC.	Crime Scene Clean-Up	1,068.50
7589 05/23/2024	RJM DESIGN GROUP	Landscape Architectural Services / April 2024	20,699.80

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Date	Vendor Name	Description	Amount
7590 05/23/2024	VERIZON WIRELESS	Building iPads Data Plans / March - April 2024	240.06
7591 05/23/2024	WILLDAN ENGINEERING	Code Enforcement Services / April 2024	6,720.00
7592 05/30/2024	ALPHA CARD SYSTEM, LLC	Senior Mobility Program Software	479.88
7593 05/30/2024	ARC DOCUMENT SOLUTIONS, LLC.	Printing Services	219.87
7594 05/30/2024	BUREAU VERITAS NORTH AMERICA INC	Building Plan Review Services / January - March 2024	27,409.60
7595 05/30/2024	CAPTIONING UNLIMITED	Closed Captioning / May 2024	300.00
7596 05/30/2024	CHASE DESIGN, INC.	Website Design Services / May 2024	1,162.50
7597 05/30/2024	COASTAL CURRENT ELECTRIC	Cancelled Permit Refund	204.00
7598 05/30/2024	COMMERCIAL DOOR OF ORANGE COUNTY, INC.	City Hall Maintenance	1,861.63
7599 05/30/2024	ECONOMIC & PLANNING SYSTEMS, INC.	Planning Services / April 2024	618.75
7600 05/30/2024	INTERWEST CONSULTING GROUP	Building Official, Permit Counter & Inspection Services / April 2024	82,876.50
7601 05/30/2024	RECREATION BRANDING SERVICES	Graphic Design Services	99.00
7602 05/30/2024	RUTAN & TUCKER, LLP	Legal Services / February - April 2024	36,713.22
7603 05/30/2024	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / April 2024	2,561.65
7604 05/30/2024	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 4)	2,979.34
7605 05/30/2024	VOID	VOID	-
7606 05/30/2024	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program / June 2024	68.43
Total Bank Debits and Warrants:			\$ 850,595.10

Petty Cash Expenditures Paid Out (See Note 2)

Elizabeth Torres Parking Reimbursement

\$20.00
Total Petty Cash: \$20.00

TOTAL \$ 850,615.10

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 May 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.

Note 3 - The table below summarizes credit card expenditures paid via Check #7542 to U.S. Bank totaling \$2,577.96:

Stamps.com	Postage	\$29.99
Green Thumb International	Landscape Maintenance	\$208.95
Home Depot	Landscape Maintenance	\$5.37
Land's End	Office Supplies	\$151.95
Zoom	Video Conferencing	\$31.98
Microsoft	Office 365 Subscription	\$162.00
Microsoft	Office 365 Online Services	\$475.00
Sinch Mailgun	Computer Software	\$27.54
Home Depot	City Hall Maintenance	\$128.68
Amazon.com	Office Supplies	\$123.36
Home Depot	City Hall Refurbishment & Safety Project: Phase 4	\$1,062.28
Amazon.com	Earth Day Event Supplies	\$50.05
Constant Contact	Digital Marketing	\$120.81
Total Credit Card Reimbursement:		\$2,577.96

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Date	Vendor Name	Description	Amount
Note 4 - The table below summarizes credit card expenditures paid via Check #7604 to U.S. Bank totaling \$2,979.34:			
	Stamps.com	Postage	\$29.99
	FedEx	Postage	\$108.60
	GovernmentJobs.com	Job Posting	\$199.00
	APA California	Job Posting	\$250.00
	Flowerful	Memorial Day Event Floral Arrangement	\$344.80
	Pizza Guys	Staff Training Luncheon	\$394.60
	Evacuation Map Store	City Hall Emergency Site Maps	\$411.00
	Microsoft	Office 365 Subscription	\$162.00
	Microsoft	Office 365 Online Services	\$475.00
	Zoom	Video Conferencing	\$31.98
	Sinch Mailgun	Computer Software	\$35.00
	Davis Colors	El Toro Road & Moulton Parkway Water Quality Treatment Project	\$12.41
	Studio Two Black Diamond	Printing Services	\$57.24
	MCA Direct	Election Supplies	\$138.90
	Secretary of State	State Filing Fee / Civic Support Fund	\$20.00
	Smart Sign	Office Supplies	\$51.65
	Coffee Bean & Tea Leaf	Office Supplies	\$34.22
	Land's End	Office Supplies	\$222.95
		Total Credit Card Reimbursement:	<u>\$2,979.34</u>

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: 2024.06.12
 17:59:07 -07'00'

Elizabeth Torres, Administrative Services Director/City Treasurer