

**Handout****Agenda Item**

213

**Date**

July 1, 2021

**Las Gallinas Valley Sanitation District  
Warrant List 7/1/2021**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	7/1/2021	EFT1	ADP Payroll	112,503.36		112,503.36	6/18/2021 Payroll & Processing Charges
2	7/1/2021	18627	ADT Commerical Security	0.00	25.00	25.00	Monthly Gate Monitoting - July
3	7/1/2021	18628	Albert A. Webb Associates	6,496.00	-6,496.00	0.00	CEQA Support for Admin Building Site Selection
4	7/1/2021	ACH	Alliant Insurance Services	1,047.00		1,047.00	ACIP Crime-Annual Premium 7/1/21 TO 7/1/22
5	7/1/2021	18629	Allmax Software Support	1,360.00		1,360.00	Antero Maintenance Annual Support
6	7/1/2021	18630	AQUA- Science	0.00	29,040.00	29,040.00	Bioassay Tank Installation
7	7/1/2021	18631	Aramark Uniform Service	422.00		422.00	Laundry Services- Weeks 6/17 & 6/24
8	7/1/2021	ACH	Azteca Systems	29,750.00		29,750.00	Maintenance Renewal 7/1/2021-6/30/2022 - Annual Cost of a 3-year contract
9	7/1/2021	EFT2	Bank of Marin	47,335.64		47,335.64	July Loan Payment - Recycled Water Loan
10	7/1/2021	EFT	Bank of Marin Credit Card Services	20,811.34		20,811.34	Credit Card Purchases- 5/6/21 - 6/3/21
11	7/1/2021	18632	Bartel Assoiates	5,468.00		5,468.00	Progress on OPEB Valuation for CalPERS
12	7/1/2021	ACH	Bellecci & Associates	568.00		568.00	Kaiser Plan Review & Inspections Services - Invoiced Kaiser for Payment
13	7/1/2021	EFT	CalPERS 457 Plan	6,178.00		6,178.00	EE's Deferred Comp Payment - Paydate 6/18/2021
14	7/1/2021	EFT	CalPERS Health	33,841.27		33,841.27	CalPERS Health- Active & Employer Retiree Share -July
15	7/1/2021	EFT	CalPERS Retirement	19,621.01		19,621.01	EE & ER Payment to Retirement- Paydate 06/18/2021
16	7/1/2021	ACH	Caltest Analytical Labs	828.40		828.40	Outside Lab Testing - May
17	7/1/2021	18633	Cintas Corporation	125.34		125.34	Safewasher Service & Filter Replacement - May
18	7/1/2021	18634	Comet Building Maintenance	1,575.00	1,575.00	3,150.00	Janitorial Services for 300 Smith Ranch - April & July
19	7/1/2021	EFT	Direct Dental	0.00	1,174.97	1,174.97	EE Dental Payment
20	7/1/2021	EFT	Discovery Benefits	0.00	35.00	35.00	FSA EE Payment
21	7/1/2021	ACH	Downing Heating & Air Conditioning	1,866.00		1,866.00	HVAC Maintenance from May Through July
22	7/1/2021	18635	Freyer & Laureta	34,951.46		34,951.46	Misc. Pump Station Improvements
23	7/1/2021	ACH	Grainger	233.91		233.91	Disposable Gloves - Collections
24	7/1/2021	ACH	HDR Engineering	2,578.08		2,578.08	Biosolids Systems Improvement Analysis
25	7/1/2021	ACH	Inskeep, Stephen	180.00		180.00	Reimbursement-Operator III Exam with CWEA
26	7/1/2021	18636	Jackson's Hardware	369.08		369.08	Shop Supplies - Operations
27	7/1/2021	ACH	Kleinfelder	1,943.71		1,943.71	STPURWE- Construction Inspection & Materials Testing
28	7/1/2021	18637	Liebert Cassidy Whitmore	2,202.00		2,202.00	Misc. Legal Advice
29	7/1/2021	18638	Marin Ace	24.86		24.86	Misc. Supplies

**Las Gallinas Valley Sanitation District  
Warrant List 7/1/2021**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	7/1/2021	ACH	Marin Independent Journal	136.10		136.10	Publication of the Sewer Service Charge Ordinance
31	7/1/2021	18639	Marin Sanitary Service	0.00	757.00	757.00	Removal of Temp Debris Box
32	7/1/2021	18640	Miksis Services	4,650.00		4,650.00	Remove Gravel from 18" CMP
33	7/1/2021	18641	North Bay Gas	577.93		577.93	Purchase Nitrogen
34	7/1/2021	18642	North Bay Petroleum	1,821.99		1,821.99	Diesel and Unleaded Fuels
35	7/1/2021	18643	Operating Engineers	487.36		487.36	Union Dues- Paydate 7/2/21
36	7/1/2021	ACH	Orion Protection Services	318.50		318.50	Nightly Patrol Smith Ranch Rd. Service for June
37	7/1/2021	18645	Owen Equipment Company	1,754.15		1,754.15	Nozzle Assembly
38	7/1/2021	18646	Pacific Crest Group	495.00	247.50	742.50	HR Related Services
39	7/1/2021	18647	Pacific Gas & Electric	5,880.29		5,880.29	Electricity at Plant - 4/28/221 - 5/26/21
40	7/1/2021	18648	Pacific Gas & Electric	23.82		23.82	Solar - 4/28/21 - 5/26/21
41	7/1/2021	18649	Rathlin Properties	8,829.00		8,829.00	Rent for Offices at 101 Lucas Valley Rd - July
42	7/1/2021	ACH	Regional Government Services	2,500.75		2,500.75	Financial & Org. Development Services - May
43	7/1/2021	18650	Safety Kleen Systems	27.21		27.21	Recycle Used Oil Filters
44	7/1/2021	EFT	Sunlife Financial	2,196.92		2,196.92	EE's AD&D, Disability and Life Insurance-July 2021
45	7/1/2021	18651	T & T Valve & Instrument	6,268.67		6,268.67	Replacement of Valves in Reclamation
46	7/1/2021	18652	TPx Communications	672.39		672.39	Phone Services- May
47	7/1/2021	18653	United Site Services	556.95		556.95	Porta Potties
48	7/1/2021	ACH	Univar Solutions	3,516.91		3,516.91	Sodium Hypochlorite
49	7/1/2021	EFT	US Bank Equipment Finance	0.00	1,458.50	1,458.50	Quarterly Payment- Financing for Copy Machines
50	7/1/2021	EFT	Vision Service Plan	433.80		433.80	Vision Plan- July
51	7/1/2021	18654	Water Components & Building Supply	320.47		320.47	Misc. Supplies
52	7/1/2021	ACH	WECO Industries	2,871.47		2,871.47	Swivel Reel, Misc. Supplies
53	7/1/2021	18655	Woodland Center Auto Supply	70.55		70.55	Gloves for Plant

Las Gallinas Valley Sanitation District Warrant List 7/1/2021						
Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items

Do not change any formulas below this line.

TOTAL \$ 376,689.69    \$ 27,816.97    \$ 404,506.66

EFT1	EFT1 = Payroll (Amount Required)	112,503.36	112,503.36			Approval:
EFT2	EFT2 = Bank of Marin loan payments	47,335.64	47,335.64			Finance
PC	Petty Cash Checking	0.00	0.00			
>1	Checks (Operating Account)	85,429.52	110,578.02			GM
N/A	Checks - Not issued	0.00	0.00			
EFT	EFT = Vendor initiated "pulls" from LGVSD	83,082.34	85,750.81			Board
ACH	ACH = LGVSD initiated "push" to Vendor	48,338.83	48,338.83			
Total		<u>\$ 376,689.69</u>	<u>\$ 404,506.66</u>			

Difference: \$ -

STPURWE Costs 1,943.71

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## Las Gallinas Valley Sanitary District

06/17/21

## Reconciliation Detail

6204 - Credit Card at Elan Financial, Period Ending 06/05/2021

Type	Date	Name	Memo	Amount	Balance
<b>Beginning Balance</b>					14,190.48
<b>Cleared Transactions</b>					
<b>Charges and Cash Advances - 61 items</b>					
Credit Card ...	05/06/2021	Fisher Scientific Comp...	DE Tubes SAHAR GOLSHANI;	-227.94	-227.94
Credit Card ...	05/06/2021	Craigslist	Job Ad for Operator AMY SCHULTZ;	-75.00	-302.94
Credit Card ...	05/06/2021	Sonic.net	Web fees AMY SCHULTZ;	-19.95	-322.89
Credit Card ...	05/07/2021	Amazon.com	Phase Rotation Meter GREG PEASE;	-480.70	-803.59
Credit Card ...	05/07/2021	O'Reilly	Cherry Picker for Pulling Pumps GREG PEASE;	-305.89	-1,109.48
Credit Card ...	05/07/2021	Evoqua Water Techno...	Misc. Lab Supplies SAHAR GOLSHANI;	-271.42	-1,380.90
Credit Card ...	05/07/2021	Hach Company	Pipet Tips SAHAR GOLSHANI;	-140.68	-1,521.58
Credit Card ...	05/07/2021	Amazon.com	Lab Office Supplies SAHAR GOLSHANI;	-35.32	-1,556.90
Credit Card ...	05/07/2021	Target	Creamer for Office AMY SCHULTZ;	-19.47	-1,576.37
Credit Card ...	05/10/2021	IDEXX Distribution, Inc	Test kits SAHAR GOLSHANI;	-1,725.12	-3,301.49
Credit Card ...	05/10/2021	Amazon.com	Insulation multimeter with Clamp GREG PEASE;	-1,005.09	-4,306.58
Credit Card ...	05/10/2021	Comcast	Monthly Subscription AMY SCHULTZ;	-360.45	-4,667.03
Credit Card ...	05/10/2021	Amazon.com	Lab Office Supplies SAHAR GOLSHANI;	-51.96	-4,718.99
Credit Card ...	05/10/2021	Fisher Scientific Comp...	FORCEP Flat Tip SAHAR GOLSHANI;	-23.44	-4,742.43
Credit Card ...	05/10/2021	Zoom	Monthly Subscription AMY SCHULTZ;	-14.99	-4,757.42
Credit Card ...	05/11/2021	Online Education	Anti Harrassment Training- EE's AMY SCHULTZ;	-227.05	-4,984.47
Credit Card ...	05/11/2021	Zoom	Monthly Sub for Dale AMY SCHULTZ;	-14.99	-4,999.46
Credit Card ...	05/12/2021	Revolve LED	LED Area Light for Pole GREG PEASE;	-529.60	-5,529.06
Credit Card ...	05/12/2021	Hach Company	Ammonia SAHAR GOLSHANI;	-392.95	-5,922.01
Credit Card ...	05/12/2021	Hach Company	Syringes SAHAR GOLSHANI;	-323.38	-6,245.39
Credit Card ...	05/12/2021	Underground	Hose Adapter ROBERT B FERNANDES;	-112.46	-6,357.85
Credit Card ...	05/12/2021	Amazon.com	Window crank for CNG truck ROBERT J BUCHH...	-19.65	-6,377.50
Credit Card ...	05/13/2021	Amazon.com	2-Pack Power Beam GREG PEASE;	-436.98	-6,814.48
Credit Card ...	05/13/2021	Fisher Scientific Comp...	Alcojet Detergent SAHAR GOLSHANI;	-232.19	-7,046.67
Credit Card ...	05/13/2021	Fisher Scientific Comp...	Wide mouth bottle SAHAR GOLSHANI;	-153.20	-7,199.87
Credit Card ...	05/14/2021	Amazon.com	Electrical Tester GREG PEASE;	-513.46	-7,713.33
Credit Card ...	05/14/2021	Platt Electric Supply	Electrical Supplies GREG PEASE;	-138.40	-7,851.73
Credit Card ...	05/17/2021	Fisher Scientific Comp...	Desi-Can Canister SAHAR GOLSHANI;	-197.69	-8,049.42
Credit Card ...	05/17/2021	Online Education	Anti Harassment Training- MGRS AMY SCHULTZ;	-95.70	-8,145.12
Credit Card ...	05/17/2021	Fisher Scientific Comp...	Humidity Sponges SAHAR GOLSHANI;	-84.88	-8,230.00
Credit Card ...	05/17/2021	Amazon.com	Web Camera ROBERT M LIEBMANN;	-76.46	-8,306.46
Credit Card ...	05/17/2021	Fastrak	Bridge toll in standby car AMY SCHULTZ;	-50.00	-8,356.46
Credit Card ...	05/17/2021	Cellular Alarm	Alarm Service for Captains Cove #1 GREG PEASE;	-49.99	-8,406.45
Credit Card ...	05/17/2021	Cellular Alarm	Alarm Service for Captains Cove #5 GREG PEA...	-49.99	-8,456.44
Credit Card ...	05/19/2021	Amazon.com	Amazon Prime Account- 7 Users TERESA LERCH;	-545.16	-9,001.60
Credit Card ...	05/19/2021	Shell oil	Fuel for District Vehicle MIKE D PRINZ;	-44.47	-9,046.07
Credit Card ...	05/20/2021	Miscellaneous	1:1 with C. Yezman MIKE D PRINZ;	-43.89	-9,089.96
Credit Card ...	05/20/2021	Marinwood Market	Vegetalbe oil for smoke testing GREG PEASE;	-9.98	-9,099.94
Credit Card ...	05/21/2021	California Water Envir...	Mechanical Tech Cert ROBERT M LIEBMANN;	-96.00	-9,195.94
Credit Card ...	05/21/2021	Fisher Scientific Comp...	Wire Brush SAHAR GOLSHANI;	-32.91	-9,228.85
Credit Card ...	05/21/2021	Amazon.com	Office Supplies AMY SCHULTZ;	-14.19	-9,243.04
Credit Card ...	05/24/2021	Hach Company	Misc. Lab Supplies SAHAR GOLSHANI;	-1,431.11	-10,674.15
Credit Card ...	05/24/2021	Sam Renewal Support	Access to GVNT Grants AMY SCHULTZ;	-349.00	-11,023.15
Credit Card ...	05/24/2021	Terminix	Pest Control 9AMY SCHULTZ;	-344.00	-11,367.15
Credit Card ...	05/24/2021	Panera Bread	Recruitment/Interview Lunch TERESA LERCH;	-110.95	-11,478.10
Credit Card ...	05/24/2021	California Water Envir...	Collections Cert for C. Gill AMY SCHULTZ;	-101.00	-11,579.10
Credit Card ...	05/24/2021	Platt Electric Supply	Misc. Supplies ANTHONY J ASARO JR;	-45.82	-11,624.92
Credit Card ...	05/24/2021	Amazon.com	Laptop HDMI Adapter ROBERT M LIEBMANN;	-26.36	-11,651.28
Credit Card ...	05/25/2021	FLEetio	Fleet Management software GREG PEASE;	-174.00	-11,825.28
Credit Card ...	05/25/2021	Call Center Sales	New Message Center AMY SCHULTZ;	-46.94	-11,872.22
Credit Card ...	05/26/2021	Instrumart	Effluent Flow Meter ROBERT M LIEBMANN;	-4,414.79	-16,287.01
Credit Card ...	05/26/2021	US Cargo Control	Slings CHRISTOPHER J GILL;	-1,220.43	-17,507.44
Credit Card ...	05/26/2021	Miscellaneous	Car wash - bad smell district vehicle ROBERT M ...	-154.99	-17,662.43
Credit Card ...	05/28/2021	Northgate Ready Mix	Cement for Reclamation GREG PEASE;	-1,562.40	-19,224.83
Credit Card ...	05/28/2021	Dell Marketing LP	Extended Server Warranty AMY SCHULTZ;	-658.00	-19,882.83
Credit Card ...	05/28/2021	Hach Company	Sodium Thiosulfate SAHAR GOLSHANI;	-27.05	-19,909.88
Credit Card ...	06/01/2021	Alhambra	Water delivery AMY SCHULTZ;	-220.72	-20,130.60
Credit Card ...	06/01/2021	Comcast	Monthly Subscription AMY SCHULTZ;	-144.87	-20,275.47
Credit Card ...	06/01/2021	Fisher Scientific Comp...	Wire Brush SAHAR GOLSHANI;	-91.42	-20,366.89
Credit Card ...	06/02/2021	Treasury Software	Monthly Charge AMY SCHULTZ;	-39.95	-20,406.84
Credit Card ...	06/03/2021	Evoqua Water Techno...	DI Water Tanks AMY SCHULTZ;	-404.50	-20,811.34
<b>Total Charges and Cash Advances</b>				<b>-20,811.34</b>	<b>-20,811.34</b>
<b>Payments and Credits - 9 items</b>					
Bill	05/05/2021	Bank of Marin Cardme...	Memo:WEB AUTOMTC; 00000;	14,002.54	14,002.54

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06/17/21

### Las Gallinas Valley Sanitary District

## Reconciliation Detail

6204 · Credit Card at Elan Financial, Period Ending 06/05/2021

Type	Date	Name	Memo	Amount	Balance
Credit Card ...	05/10/2021	Trans action fee	Transaction fee refund Dale	1.31	14,003.85
Credit Card ...	05/10/2021	Trans action fee	Transaction fee refund	1.37	14,005.22
Credit Card ...	05/10/2021	Trans action fee	Transaction fee refund	1.39	14,006.61
Credit Card ...	05/10/2021	Trans action fee	Transaction fee refund	1.39	14,008.00
Credit Card ...	05/10/2021	Prov FR CR	Fraud Charges refund DALE MCDONALD;	43.93	14,051.93
Credit Card ...	05/10/2021	Prov FR CR	Fraud Charges refunded DALE MCDONALD;	45.80	14,097.73
Credit Card ...	05/10/2021	Prov FR CR	Fraud Charges refunded DALE MCDONALD;	46.35	14,144.08
Credit Card ...	05/10/2021	Prov FR CR	Fraud Charges Refund DALE MCDONALD;	46.40	14,190.48
Total Cleared Transactions				-6,620.86	-6,620.86
Cleared Balance				6,620.86	20,811.34
Register Balance as of 06/05/2021				6,620.86	20,811.34
Ending Balance				<u>6,620.86</u>	<u>20,811.34</u>