



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Montgomery and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Bruce Moe, Finance Director

**DATE:** September 16, 2008

**SUBJECT:** Consideration of Financial Reports:  
A) Ratification of Demands: September 4, 2008

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### **RECOMMENDATION:**

Staff recommends that the City Council ratify the attached schedule of demands, and receive and file this report.

### **FISCAL IMPLICATION:**

The financial reports are designed to communicate fiscal activity based upon adopted and approved budget appropriations. No further action of a fiscal nature is requested.

The total value of the demands for this period is \$2,049,627.21. This includes the warrant register, payroll and payroll related disbursements.

### **DISCUSSION:**

Staff prepares a variety of financial reports for City Council and Finance Subcommittee review and approval. This statement includes the following report:

**Ratification of Demands:** Every two weeks staff prepares a comprehensive listing of all disbursements, with staff certification that the expenditure transactions listed have been reviewed and are within budgeted appropriations. Staff recommends that the City Council ratify the attached schedule of demands.

Attachments: A. Warrant Registers September 4, 2008

3:58:14PM  
09/04/2008

**CITY OF MANHATTAN BEACH  
WARRANT REGISTER**

WARRANT BATCH NUMBER:                    **wr 6b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
9082008	09/08/2008	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	239,168.83
<b>SUBTOTAL</b>					<b>239,168.83</b>
477877	09/04/2008	N	4IMPRINT INC	PROMOTIONAL ITEMS	1,012.79
477878	09/04/2008	N	A-Z BUS SALES INC	V#1007 - DAR BUS	87,823.07
477879	09/04/2008	N	ADAMSON POLICE PRODUCTS	POLICE EQUIPMENT	290.92
477880	09/04/2008	N	ADMINSURE INC	WC & LIABILITY ADMIN	9,972.00
477881	09/04/2008	N	ADOLPH KIEFER & ASSOCIATES	POOL EQUIPMENT	58.90
477882	09/04/2008	N	ADVENTURES AMERICA	BUS TRIPS	4,670.00
477883	09/04/2008	N	AIR CLEANING SYSTEMS	MISC SUPPLIES	508.93
477884	09/04/2008	N	AIR SOURCE INDUSTRIES INC	PARAMEDIC EQUIPMENT	139.70
477885	09/04/2008	N	JIM ALDINGER	REIMBURSEMENT	40.90
477886	09/04/2008	N	ALLSTAR INTERIOR LANDSCAPE INC	INTERIOR PLANT MAINTENANCE	554.56
477887	09/04/2008	N	ALNA ENVELOPE COMPANY	PRINTING SERVICES	921.15
477888	09/04/2008	N	RITA LOUISE ANACKER	CONTRACTOR	240.80
477889	09/04/2008	N	SERGIO ANGEL	REFUND	475.00
477890	09/04/2008	N	APPLE ONE	TEMP EMP SERVICES	2,580.28
477891	09/04/2008	N	ARMORCAST PRODUCTS COMPANY	METER BOXES	5,224.71
477892	09/04/2008	N	JIM ARNDT	REIMBURSEMENT	1,417.50
477893	09/04/2008	N	ARTS MANHATTAN	GRANT AGREEMENT	10,432.48
477894	09/04/2008	N	AT&T	REVERSE 911	93.64

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
477895	09/04/2008	N	AT&T MOBILITY	SOFTWARE FOR BLACKBERRIES	3,246.69
477896	09/04/2008	N	AT&T MOBILITY	CELLULAR CHARGES	1,010.12
477897	09/04/2008	N	BAHIA RESORT HOTEL	REGISTRATION	597.38
477898	09/04/2008	N	BANK OF AMERICA	LETTER OF CREDIT/RCC	10,259.92
477899	09/04/2008	N	TRACY BLENDER	CONTRACTOR	1,512.00
477900	09/04/2008	N	SARAH ELIZABETH BOESCHEN	RECORDING SERVICES	280.00
477901	09/04/2008	N	BRENNTAG PACIFIC INC	LIQUID CHLORINE	3,515.99
477902	09/04/2008	N	BRIT WEST SOCCER INC	CONTRACTOR	40,393.50
477903	09/04/2008	N	INA R BUCKNER-BARNETTE	CONTRACTOR	375.00
477904	09/04/2008	N	CALBO	MEMBERSHIP RENEWAL	215.00
477905	09/04/2008	N	CALIFORNIA CITY MGT FOUNDATION	MEMBERSHIP DUES	400.00
477906	09/04/2008	N	CAM SERVICES INC	JANITORIAL SERVICES CONTRACT	21,731.68
477907	09/04/2008	N	CANON BUSINESS SOLUTIONS INC	CANON COPIER MAINTENANCE - MGMT S	141.08
477908	09/04/2008	N	CAPITAL CASH REGISTERS INC	OFFICE MACHINE REPAIRS	159.44
477909	09/04/2008	N	CARMEN'S UNIFORMS	POLICE/FIRE UNIFORM SUPPLY	2,638.61
477910	09/04/2008	N	LINDA CHEN	REFUND	98.00
477911	09/04/2008	N	CHEVRON	GASOLINE	659.53
477912	09/04/2008	N	CHILDREN'S INSTITUTE INC	FUNDRAISER FOR NON-PROFIT	2,170.00
477913	09/04/2008	N	CITY OF MANHATTAN BEACH	PETTY CASH	571.34
477914	09/04/2008	N	CLEANSTREET	STREET MAINTENANCE	2,966.63
477915	09/04/2008	N	CMTA	REGISTRATION	250.00

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477916	09/04/2008	N	LINDY COE-JUELL	REIMBURSEMENT	50.90
477917	09/04/2008	N	SHEILA A CORDOVA	CONTRACTOR	240.00
477918	09/04/2008	N	DAPPER TIRE CO	TIRES	1,522.62
477919	09/04/2008	N	LATOYA DAWSON	CONTRACTOR	900.00
477920	09/04/2008	N	DE BILIO DISTRIBUTORS INC	JAIL SUPPLIES	293.57
477921	09/04/2008	N	STEPHEN DEBOARD	CONTRACTOR	500.00
477922	09/04/2008	N	DELL MARKETING LP	LAPTOPS	3,862.04
477923	09/04/2008	N	DELTA DENTAL PLAN	INSURANCE PREMIUM	20,915.16
477924	09/04/2008	N	DESIGN & CONSTRUCTION	PUBLICATION	67.15
477925	09/04/2008	N	GEOFF DOLAN	REIMBURSEMENT	37.00
477926	09/04/2008	N	DUNCAN PRINTING CO	PRINTING SERVICES	206.76
477927	09/04/2008	N	ECON-O-PLATE INC	PRINTING SERVICES	3,556.15
477928	09/04/2008	N	EDDINGS BROTHERS INC	AUTO PARTS & SUPPLIES	1,134.81
477929	09/04/2008	N	FIRE INFO SUPPORT SERVICES INC	ONE-YEAR RENEWAL OF FIRE RMS SUPP	3,200.00
477930	09/04/2008	N	FIRST LEGAL SUPPORT SERVICES	ATTORNEY/COURIER SERVICE	206.07
477931	09/04/2008	N	MARI FIX	CONTRACTOR	120.00
477932	09/04/2008	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	1,400.94
477933	09/04/2008	N	FRANCHISE TAX BOARD	EARNINGS WITHHOLDING	40.00
477934	09/04/2008	N	LORRI FRENCH	REFUND	8.00
477935	09/04/2008	N	CARLA FRITSCH	REFUND	100.00
477936	09/04/2008	N	GALLS, AN ARAMARK CO LLC	POLICE UNIFORMS/SUPPLIES	146.05

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477937	09/04/2008	N	GEOSYNTEC CONSULTANTS INC	CONSULTING SERVICES	1,836.82
477938	09/04/2008	N	JEFFREY GOODRICH	REIMBURSEMENT	236.05
477939	09/04/2008	N	GRANICUS	MEDIA STREAMING	1,939.18
477940	09/04/2008	N	DIAA GUIRGUIS	REIMBURSEMENT	129.00
477941	09/04/2008	N	HARRIS & ASSOCIATES INC	PROFESSIONAL SERVICES	2,550.00
477942	09/04/2008	N	ANNIE HARTOUNIAN	CONTRACTOR	240.00
477943	09/04/2008	N	HDL COREN & CONE	CONTRACT SERVICES	115.76
477944	09/04/2008	N	SHELLEY HEFFLER	CONTRACTOR	240.00
477945	09/04/2008	N	HEWLETT-PACKARD CO	SERVERS	13,464.77
477946	09/04/2008	N	KEVAN B HILL	CONTRACTOR	1,178.10
477947	09/04/2008	N	HINDERLITER DE LLAMAS & ASSOC	CONTRACT SERVICES	1,695.32
477948	09/04/2008	N	DEBORAH A HOM	CONTRACTOR	415.00
477949	09/04/2008	N	HOME DEPOT CREDIT SERVICES	MISC SUPPLIES	1,310.03
477950	09/04/2008	N	KIMBERLY HOOVER	REFUND	75.00
477951	09/04/2008	N	HSBC BUSINESS SOLUTIONS	MISC SUPPLIES	567.94
477952	09/04/2008	N	HUNTINGTON BCH MOTORSPORTS INC	MOTORCYCLE PARTS	914.07
477953	09/04/2008	N	STEPHEN ROSS HYDE	CONTRACTOR	910.00
477954	09/04/2008	N	DAVID IBARRA	REIMBURSEMENT	106.62
477955	09/04/2008	N	ICMA RETIREMENT TRUST - 401	401A - 108075: Payment	1,046.51
477956	09/04/2008	N	ICMA RETIREMENT TRUST - 401	401A - 109365: Payment	3,074.72
477957	09/04/2008	N	ICMA RETIREMENT TRUST - 457	DEF COMP (DEFERRED COMP): Payment	56,340.40

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477958	09/04/2008	N	ICMA RETIREMENT TRUST 401	401A - 109766: Payment	<b>3,867.38</b>
477959	09/04/2008	N	INDEPENDENT CITIES ASSOCIATION	MEMBERSHIP DUES	<b>1,533.00</b>
477960	09/04/2008	N	RONALD JACKSON	CONTRACTOR	<b>240.00</b>
477961	09/04/2008	N	ALFRED L JOHNSON	CONTRACTOR	<b>448.00</b>
477962	09/04/2008	N	KAESER AND BLAIR INC	PROMOTIONAL SUPPLIES	<b>641.02</b>
477963	09/04/2008	N	TRACEY KIELTY	CONTRACTOR	<b>240.00</b>
477964	09/04/2008	N	PETER KORDA	REFUND	<b>126.00</b>
477965	09/04/2008	N	LAURA KRUG	CONTRACTOR	<b>240.00</b>
477966	09/04/2008	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	<b>2,446.39</b>
477967	09/04/2008	N	L A ICE VENTURES LLC	CONTRACTOR	<b>617.40</b>
477968	09/04/2008	N	VIC LARSON	CONTRACTOR	<b>648.00</b>
477969	09/04/2008	N	LEAGUE OF CALIFORNIA CITIES	REGISTRATION	<b>530.00</b>
477970	09/04/2008	N	LEAGUE OF CALIFORNIA CITIES	REGISTRATION	<b>140.00</b>
477971	09/04/2008	N	LINCOLN EQUIPMENT INC	POOL EQUIPMENT	<b>355.61</b>
477972	09/04/2008	N	MONA-LISA LIND	CONTRACTOR	<b>309.00</b>
477973	09/04/2008	N	LITTLE CO OF MARY HOSPITAL	MEDICAL SERVICES	<b>105.00</b>
477974	09/04/2008	N	ANNA LUKE	REIMBURSEMENT	<b>573.00</b>
477975	09/04/2008	N	GINA LUTTENEGER	REIMBURSEMENT	<b>106.09</b>
477976	09/04/2008	N	LYNN KLEINER'S MUSIC RHAP INC	CONTRACTOR	<b>240.00</b>
477977	09/04/2008	N	M B EDUCATION FOUNDATION	DONATION - NICK TELL	<b>90.97</b>
477978	09/04/2008	N	M B POLICE OFFICERS ASSOCIA	DUES % (POLICE - %): Payment	<b>3,297.50</b>

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477979	09/04/2008	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	7,879.82
477980	09/04/2008	N	MAIN STREET TOURS INC	TOURS/EVENTS	5,654.50
477981	09/04/2008	N	MANHATTAN STITCHING COMPANY	EMBROIDERY/PRINTING SERVICES	1,911.69
477982	09/04/2008	N	HELEN MARISH	CONTRACTOR	240.00
477983	09/04/2008	N	MATTHEW BENDER & CO INC	LIBRARY UPDATE	140.94
477984	09/04/2008	N	MBPOA RETIREE	MD TRUST (MED TRUST): Payment	3,605.00
477985	09/04/2008	N	MARCUS L MILLER	CONTRACTOR	500.00
477986	09/04/2008	N	MARIA FATIMA MIRANDA	CONTRACTOR	240.00
477987	09/04/2008	N	RICHARD MONTGOMERY	REIMBURSEMENT	72.90
477988	09/04/2008	N	MORTON SAFETY	PAINTING SUPPLIES	770.73
477989	09/04/2008	N	NAES ACQUISITION CORP	ELEVATOR MAINTENANCE	3,181.13
477990	09/04/2008	N	KAREN NAKASHIMA	CONTRACTOR	240.00
477991	09/04/2008	N	NASRO	MEMBERSHIP RENEWAL	40.00
477993	09/04/2008	N	NEW TANGRAM LLC	DESK CHAIRS FOR CITY HALL	23,883.22
477994	09/04/2008	N	KATJA NEWMAN	REFUND	50.00
477995	09/04/2008	N	NOBEL SYSTEMS INC	GIS TECH SERVICES	4,816.00
477996	09/04/2008	N	NRPA	REGISTRATION	905.00
477997	09/04/2008	N	OFFICE RESOURCES INC	TEMP EMP SERVICES	385.00
477998	09/04/2008	N	ORANGE COUNTY SHERIFF'S DEPT	REGISTRATION	70.00
477999	09/04/2008	N	PARADISE AWARDS	AWARDS, TROPHIES, PLAQUES	1,464.82
478000	09/04/2008	N	DAVID L PARADZIK	CONTRACTOR	400.00

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478001	09/04/2008	N	WILLIAM PATTERSON	REFUND	48.00
478002	09/04/2008	N	PC MALL GOV INC	ADOBE SOFTWARE	1,195.55
478003	09/04/2008	N	STEVEN PICO	REFUND	125.00
478004	09/04/2008	N	LARISA PILINSKY	CONTRACTOR	120.00
478005	09/04/2008	N	PLUMBERS DEPOT INC	WASTEWATER PARTS, SUPPLIES, MISC I	125.14
478006	09/04/2008	N	POSTMASTER	POSTAGE	2,114.73
478007	09/04/2008	N	WAYNE POWELL	REIMBURSEMENT	450.00
478008	09/04/2008	N	PRIORITY MAILING SYSTEMS INC	POSTAGE MACHINE SUPPLIES	217.84
478009	09/04/2008	N	PUBLIC AGENCY TRAINING COUNCIL	REGISTRATION	1,180.00
478010	09/04/2008	N	PUBLIC EMPLOYEES'	PERS (PERS RET DED): Payment	70,207.80
478011	09/04/2008	N	PURE SURFING EXPERIENCE INC	CONTRACTOR	9,888.20
478012	09/04/2008	N	DEANNA QUESADA	CONTRACTOR	3,628.00
478013	09/04/2008	N	READY REPRODUCTIONS INC	PRINTING SERVICES	1,687.62
478014	09/04/2008	N	RED WING SHOE STORE	SAFETY WORK BOOTS	3,301.71
478015	09/04/2008	N	REES ELECTRONICS	OFFICE EQUIPMENT	758.11
478016	09/04/2008	N	DIANE E REEVES	CONTRACTOR	240.00
478017	09/04/2008	N	CORLEEN S ROCHLITZ	CONTRACTOR	78.00
478018	09/04/2008	N	LISA ROSENBERG	REFUND	95.00
478019	09/04/2008	N	SAFEWAY INC - VONS DIVISION	MISC SUPPLIES	26.35
478020	09/04/2008	N	SAN DIEGO POLICE EQUIPMENT	POLICE EQUIPMENT & SUPPLIES	1,030.75
478021	09/04/2008	N	JESSICA SAPER	CONTRACTOR	1,688.00



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478022	09/04/2008	N	ROBERT SARINANA	CONTRACTOR	896.00
478023	09/04/2008	N	SBPEC	MEMBERSHIP DUES	100.00
478024	09/04/2008	N	SBRPCA	MOBLE DATA COMPUTERS & RADIOS	1,900.00
478025	09/04/2008	N	SCOTT D SEALEY	POND MAINTENANCE	90.00
478026	09/04/2008	N	SEAOC CONVENTION	REGISTRATION	550.00
478027	09/04/2008	N	TIMOTHY JAMES SHRIVER	CONTRACTOR	240.00
478028	09/04/2008	N	SIG SAUER INC	WEAPON PARTS	284.16
478029	09/04/2008	N	SIGNPRO CORPORATION	CITY SIGNS / DECALS	242.48
478030	09/04/2008	N	SIGNVERTISE	BANNERS, DECALS, SIGNAGE	237.07
478031	09/04/2008	N	SMART & FINAL	MISC SUPPLIES	1,001.95
478032	09/04/2008	N	SOCIAL VOCATIONAL SERVICES INC	GROUNDS MAINTENANCE	360.80
478033	09/04/2008	N	SOUTH BAY FORD INC	AUTO PARTS & SERVICE	582.71
478034	09/04/2008	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRICITY CHGS	5,734.46
478035	09/04/2008	N	SPRINT	WIRELESS INTERNET	99.98
478036	09/04/2008	N	STANDARD INSURANCE COMPANY	INSURANCE PREMIUM	658.89
478037	09/04/2008	N	STANDARD INSURANCE COMPANY	INSURANCE PREMIUM	10,225.59
478038	09/04/2008	N	STANDARD TEL	TELEPHONE SUPPORT MAINT	6,308.44
478039	09/04/2008	N	MICHAEL STARS	REFUND	839.70
478040	09/04/2008	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	350.00
478041	09/04/2008	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	87.69
478042	09/04/2008	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	71.85

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478043	09/04/2008	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	<b>70.38</b>
478044	09/04/2008	N	STEVE'S INC	KEY DUPLICATIONS	<b>231.22</b>
478045	09/04/2008	N	SULLY-MILLER CONTRACTING CO	2005-07 STREET PROJECT	<b>88,043.64</b>
478046	09/04/2008	N	SUN BADGE CO	BADGES	<b>999.88</b>
478047	09/04/2008	N	SUNTRUST LEASING CORPORATION	MONTHLY LEASE	<b>5,192.37</b>
478048	09/04/2008	N	T3 MOTION INC	ELECTRIC MOBILITY VEHICLES	<b>18,586.07</b>
478049	09/04/2008	N	HOPE TALMON	CONTRACTOR	<b>500.00</b>
478050	09/04/2008	N	MARGARET YUKO TAN	CONTRACTOR	<b>240.00</b>
478051	09/04/2008	N	DOROTHY TAYLOR	CONTRACTOR	<b>240.00</b>
478052	09/04/2008	N	VERLEE TAYLOR	CONTRACTOR	<b>240.00</b>
478053	09/04/2008	N	THE "SAVE OUR SERVICES" FUND	SOS FUND: Payment	<b>4.00</b>
478054	09/04/2008	N	THE GAS COMPANY	MONTHLY GAS CHARGES	<b>4,524.96</b>
478055	09/04/2008	N	THE LIFEGUARD STORE	POOL EQUIPMENT & SUPPLIES	<b>777.76</b>
478056	09/04/2008	N	TRAFFIC CONTROL SERVICE INC	TRAFFIC CONTROL DEVICE RENTAL	<b>5,789.66</b>
478057	09/04/2008	N	UCN INC/EXPRESS TEL	LONG DISTANCE SERVICE	<b>571.88</b>
478058	09/04/2008	N	UNDERGROUND SERVICE ALERT	UNDERGROUND SCHEMATIC NOTIFICA	<b>150.00</b>
478059	09/04/2008	N	UNION BANK OF CALIFORNIA	PARS (PARS): Payment	<b>4,903.36</b>
478060	09/04/2008	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	<b>21.75</b>
478061	09/04/2008	N	UNITED SITE SVCS OF CA INC	PORTABLE RESTROOMS	<b>218.97</b>
478062	09/04/2008	N	UNITED STATES TREASURY	EARNINGS WITHHOLDING	<b>1,000.00</b>
478063	09/04/2008	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	<b>3,599.61</b>

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478064	09/04/2008	N	US BANK	UAD ADMIN FEE	2,970.00
478065	09/04/2008	N	VALENTINO'S PIZZA	FOOD CATERING (PIZZA)	770.62
478066	09/04/2008	N	VALLEY POWER SYSTEMS INC	FIRE TRUCK SERVICE AGREEMENT	1,225.00
478067	09/04/2008	N	VANTAGEPOINT TRANSFER AGENTS	RHS Employer contributon: Payment	1,023.58
478068	09/04/2008	N	VANTAGEPOINT TRANSFER AGENTS	RETMNT HLTH SAVINGS: Payment	2,336.96
478069	09/04/2008	N	VANTAGEPOINT TRANSFER AGENTS	RHS benefit: Payment	285.41
478070	09/04/2008	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	760.15
478071	09/04/2008	N	VECTOR RESOURCES INC	CISCO SWITCH	31,590.68
478072	09/04/2008	N	VERIZON CALIFORNIA INC	TELEPHONE SERVICE	7,716.00
478073	09/04/2008	N	VISION SERVICE PLAN	INSURANCE PREMIUM	3,098.31
478074	09/04/2008	N	JAMES F WALDAHL	REFUND	50.00
478075	09/04/2008	N	CRAIG T WALTERS	RECRUITMENT REIMBURSEMENT	341.04
478076	09/04/2008	N	MITCH WARD	REIMBURSEMENT	40.90
478077	09/04/2008	N	WEST BASIN MUNICIPAL WATER DIS	WATER PURCHASE	275,638.14
478078	09/04/2008	N	WEST PAYMENT CENTER	PUBLICATIONS	688.45
478079	09/04/2008	N	WESTERN PACIFIC PULP & PAPER	SHREDDING SERVICES	119.00
478080	09/04/2008	N	WIRED ACCESSORIES INC	MOBILE PHONE ACCESSORIES	299.78
478081	09/04/2008	N	XEROX CORPORATION	COPIER LEASE	1,302.80
478082	09/04/2008	N	XEROX CORPORATION	COPIER MAINTENANCE	11.00
478083	09/04/2008	N	XEROX DIRECT	XEROX MULTIFUNCTION MACHINE SUP	409.16
478084	09/04/2008	N	JENNIFER ZINS	EARNINGS WITHHOLDING	184.62

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SUBTOTAL					<b>1,015,621.54</b>
COMBINED TOTAL					<b>1,254,790.37</b>

**PAYMENT LEGEND:**  
T = Wire Transfers  
N = System Printed Checks  
H = Hand Written Checks