



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



# Staff Report

## City of Manhattan Beach

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

**THROUGH:** David N. Carmany, City Manager

**FROM:** Bruce Moe, Finance Director

**DATE:** September 20, 2011

**SUBJECT:** Consideration of Financial Reports:  
A) Ratification of Demands: September 15, 2011  
B) Portfolio for the Month Ending August 31, 2011

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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 included herein, are designed to communicate fiscal activity based upon adopted and approved budget appropriations. No further action of a fiscal nature is requested as part of this report.

The total value of the demands for this period is \$1,844,810.53. This includes the warrant register, payroll and payroll related disbursements.

### BACKGROUND:

Finance staff prepares a variety of financial reports for City Council and Finance Subcommittee review and approval. In the effort to streamline and enhance the reporting process, staff has combined all financial reports under one common agenda title as presented in this document. A brief discussion of the enclosed reports follows:

### DISCUSSION:

**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.

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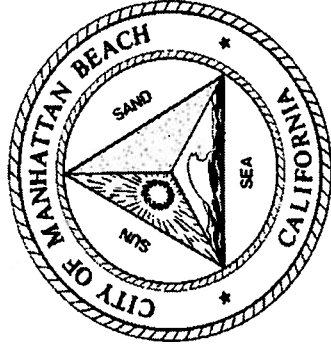
**Investment Portfolio:** Detailed investment reports are provided to the City's Finance Subcommittee, with summary reporting to City Council. The month end portfolio includes a certification by the Finance Director that all investments comply with established Financial Policies and provide sufficient liquidity to support projected expenditures.

Please note that while the percentage of the investment portfolio deposited in LAIF (52.3%) exceeds the policy maximum of 50%, the Finance Subcommittee approved a temporary extension over 50% to accommodate additional liquidity while investment decisions are determined in the current volatile market conditions.

We hope that City Council finds these reports clear and informative as a basis for reviewing the City's financial status.

- Attachments:
- A. Warrant Registers for September 15, 2011
  - B. Portfolio for the Month Ending August 31, 2011

# City of Manhattan Beach



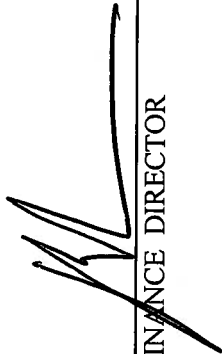
## Ratification of Demands Register September 15, 2011

Attachment A

**CITY OF MANHATTAN BEACH**  
WARRANT REGISTER

WARRANT(S) WR 7B  
DATED: 09/15/2011

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF \$1,844,810.53 HAVE BEEN REVIEWED AND THAT SAID CLAIMS OR DEMANDS ARE ACCURATE, ARE IN CONFORMANCE WITH THE ADOPTED BUDGET, AND THAT THE FUNDS ARE AVAILABLE THEREOF.

  
\_\_\_\_\_  
FINANCE DIRECTOR

THIS 20TH DAY OF SEPTEMBER

  
\_\_\_\_\_  
CITY MANAGER

WARRANT REGISTER (S)	WR 7B	WARRANT(S)	7B	853,988.68
		PREPAID WIRES / MANUAL CKS	7B	313,500.22
		<b>SUBTOTAL WARRANTS</b>		<u>1,167,488.90</u>
		VOIDS	7B	(21.75)
		PAYROLL	PY	677,343.38
		<b>TOTAL WARRANTS</b>		<u><u>1,844,810.53</u></u>

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9/15/2011

CITY OF MANHATTAN BEACH  
WARRANT REGISTER  
CHECKS EQUAL TO OR ABOVE  
\$2,500.00

WARRANT BATCH NUMBER:

wr 7b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
91411	9/14/2011	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL LIABILITY	15,558.65
91511	9/15/2011	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL WORKERS COMP	85,769.18
91911	9/19/2011	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	203,421.39
<b>SUBTOTAL</b>					<b>304,749.22</b>
496724	9/15/2011	N	BENESYST INC	CHILD125 (CHILD 125 PLAN): Payment	11,128.32
496735	9/15/2011	N	CA TEAMSTERS LOCAL 911	AGENCY FEE (MISC): Payment	5,029.00
496743	9/15/2011	N	CHARLES ABBOTT ASSOCIATES INC	TRAFFIC ENGINEERING SERVICES CONTR.	9,860.00
496745	9/15/2011	N	CHIELLA	EARNINGS WITHHOLDING	2,758.00
496746	9/15/2011	N	CLEANSTREET	STREETSWEEPING & EXTRAS	10,707.63
496747	9/15/2011	N	CORAL BAY HOME LOANS	SKATEBOARDING INSTRUCTOR	4,971.80
496751	9/15/2011	N	DELTA DENTAL PLAN	DENTAL INSURANCE PREMIUMS	25,647.05
496752	9/15/2011	N	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL MAINTENANCE	2,735.12
496756	9/15/2011	N	DYE	CONTRACT PERSONNEL-ADMIN	2,687.10
496778	9/15/2011	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	52,297.92
496779	9/15/2011	N	ICMA RETIREMENT TRUST 401	DEFERRED COMP 109766: Payment	3,757.42
496780	9/15/2011	N	IMPRES TECHNOLOGY SOLNS INC	WIRELESS ACCESS POINTS EQUIPMENT	9,005.59
496782	9/15/2011	N	INFOSEND INC	WATER BILL PRINT/MAIL & PORTAL MAIN	3,077.56
496784	9/15/2011	N	INTERNATIONAL SURF FESTIVAL	MEDALS & T-SHIRTS-6 MAN VOLLEYBALL	3,392.00
496789	9/15/2011	N	JENKINS & HOGIN LLP	LEGAL SERVICES	36,299.04
496792	9/15/2011	N	KARMA CROSSFIT	FITNESS INSTRUCTOR	5,306.00
496796	9/15/2011	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	6,301.66
496804	9/15/2011	N	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	19,178.10
496809	9/15/2011	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): Payment	4,063.31

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496810	9/15/2011	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	5,732.58
496811	9/15/2011	N	MANERI SIGN CO INC	TRAFFIC SIGNAGE	4,802.98
496813	9/15/2011	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,003.92
496814	9/15/2011	N	MASTROSIMONE	CONTRACT SERVICES-SR MGMT ANALYSI	2,670.00
496816	9/15/2011	N	MBPOA RETIREE	MD TRUST (MED TRUST): Payment	2,875.00
496818	9/15/2011	N	MC GOWAN	NPDES PERMIT AND TMDL CONSULTING	10,808.03
496822	9/15/2011	N	MELAD AND ASSOCIATES INC	PLAN CHECKS & INSPECTIONS	11,666.19
496824	9/15/2011	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE MAINTENANCE	9,367.00
496825	9/15/2011	N	MERRIMAC ENERGY GROUP	AUTOMOTIVE FUELS	28,693.73
496828	9/15/2011	N	NATIONAL MEDIA INC	ADVERTISING	4,819.00
496840	9/15/2011	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION: Payment	178,242.34
496859	9/15/2011	N	SOUTHERN CALIFORNIA EDISON	STREET LIGHTING	25,486.96
496860	9/15/2011	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	104,361.52
496864	9/15/2011	N	SSBRA	SOCCER OFFICIALS	3,705.00
496872	9/15/2011	N	STETSON ENGINEERS INC	URBAN WATER MANAGEMENT PLAN	10,916.75
496877	9/15/2011	N	THE GAS COMPANY	MONTHLY GAS CHARGES	3,919.84
496881	9/15/2011	N	TURBO DATA SYSTEMS INC	PARKING CITATION PROCESSING-AUG 201	15,098.63
496883	9/15/2011	N	U S POSTAL SERVICE(HASLER)	POSTAGE METER REFILL	6,000.00
496885	9/15/2011	N	UNION BANK OF CALIFORNIA	P/T EMP RETIREMENT CONTRIB: Payment	2,748.28
496890	9/15/2011	N	US BANK	UAD ADMIN FEES	2,970.00
496896	9/15/2011	N	VERIZON CALIFORNIA INC	TELEPHONE SERVICE	17,388.98
496900	9/15/2011	N	WATER REPLENISHMENT DISTRICT	GROUNDWATER PRODUCTION & ASSESSM	56,512.84

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496905	9/15/2011	N	WILLDAN INC	INSPECTION SERVICE-PACIFIC AVE	27,036.25
496907	9/15/2011	N	WITTMAN ENTERPRISES LLC	AMBULANCE BILLING-JULY 2011	4,000.38
496909	9/15/2011	N	WORLDPASS TRAVEL GROUP LLC	BUS TRIP-PARKS & RECREATION	6,223.00
496912	9/15/2011	N	XEROX CORPORATION	COPIER LEASE (VARIOUS DEPARTMENTS)	6,401.24
SUBTOTAL					777,653.06
10177	9/1/2011	H	US BANK	UAD BOND CALL	5,150.00
SUBTOTAL					5,150.00
COMBINED TOTAL					1,087,552.28

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

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91411	9/14/2011	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL LIABILITY	15,558.65
91511	9/15/2011	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL WORKERS COMP	85,769.18
91911	9/19/2011	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	203,421.39
SUBTOTAL					304,749.22
496711	9/15/2011	N	AIR SOURCE INDUSTRIES INC	PARAMEDIC EQUIPMENT	291.70
496712	9/15/2011	N	JOHN ALEXIADES	PARKS & RECREATION REFUND	50.00
496713	9/15/2011	N	ALNA ENVELOPE COMPANY	WAREHOUSE INVENTORY	318.15
496714	9/15/2011	N	JOSE ANAYA	PARKS & RECREATION REFUND	50.00
496715	9/15/2011	N	JOHN ANDERSON	REIMBURSEMENT-TRAVEL EXPENSE	1,214.06
496716	9/15/2011	N	ANI ACQUISITION SUB DOCULYNX	DOCUMENT IMAGING CONTRACT SERVIC	193.37
496717	9/15/2011	N	ANIMAL EMERGENCY MEDICAL CTR	EMERGENCY VET SERVICES	225.00
496718	9/15/2011	N	APPLE ONE	TEMPORARY EMPLOYEE SERVICES	725.69
496719	9/15/2011	N	AQUA-FLO	IRRIGATION SUPPLIES CONTRACT	321.88
496720	9/15/2011	N	ART TO GROW ON	ART 7 CERAMIC INSTRUCTOR	840.00
496721	9/15/2011	N	BRAD WADE BARBER	VOLLEYBALL INSTRUCTOR	475.00
496722	9/15/2011	N	BAY ANIMAL HOSPITAL INC	VET SERVICES	92.50
496723	9/15/2011	N	VLADIMIR OR PAVEL BELKIN	CITATION REFUND	48.00
496724	9/15/2011	N	BENESYST INC	CHILD125 (CHILD 125 PLAN): Payment	11,128.32
496725	9/15/2011	N	BENESYST INC	FLEX ADMIN SERVICES-OCT 2011	578.50
496726	9/15/2011	N	MAGGIE BERMAN	CASH KEY REFUND	12.25
496727	9/15/2011	N	THIERRY BLANGY	PARKS & RECREATION REFUND	50.00
496728	9/15/2011	N	BODY & MIND COE-DYNAMICS INC	FITNESS INSTRUCTOR	224.00
496729	9/15/2011	N	DON J BRAUNECKER	VOLLEYBALL INSTRUCTOR	500.00

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496730	9/15/2011	N	RICHARD BRIANT	DRAMA INSTRUCTOR	661.50
496731	9/15/2011	N	LEIGH BRYAN	CASH KEY REFUND	25.00
496732	9/15/2011	N	BUBBLES PET SPA	K9 GROOMING	296.43
496733	9/15/2011	N	KYLE BURGOWNE	VOLLEYBALL INSTRUCTOR	475.00
496734	9/15/2011	N	CA MUNICIPAL ADJUDICATION SRVC	ADMINISTRATIVE HEARING OFFICER SER	561.00
496735	9/15/2011	N	CA TEAMSTERS LOCAL 911	AGENCY FEE (MISC): Payment	5,029.00
496736	9/15/2011	N	CALIFORNIA PORTLAND CEMENT CO	CONCRETE	742.28
496737	9/15/2011	N	CALIFORNIA SEAGRAVE INC	FIRE APPARATUS SERVICES	1,200.00
496738	9/15/2011	N	CANBERRA DOVER INC	DETECTOR SERVICE/REPAIR	87.77
496739	9/15/2011	N	KEVIN CARNEY	CITATION REFUND	48.00
496740	9/15/2011	N	EMILY CARR	CITATION REFUND	48.00
496741	9/15/2011	N	CATO	MEMBERSHIP DUES	30.00
496742	9/15/2011	N	BERNARD A CEBALLOS	HULA DANCE INSTRUCTOR	756.00
496743	9/15/2011	N	CHARLES ABBOTT ASSOCIATES INC	TRAFFIC ENGINEERING SERVICES CONTR	9,860.00
496744	9/15/2011	N	CHEVRON	GASOLINE	1,068.10
496745	9/15/2011	N	MARY CHIELLA	EARNINGS WITHHOLDING	2,758.00
496746	9/15/2011	N	CLEANSTREET	STREETSWEEPING & EXTRAS	10,707.63
496747	9/15/2011	N	CORAL BAY HOME LOANS	SKATEBOARDING INSTRUCTOR	4,971.80
496748	9/15/2011	N	SANTIAGO A CORNEJO	TENNIS COURT MONTHLY WASHING	1,296.00
496749	9/15/2011	N	R CRAIG CROTTY	ARBORIST SERVICES	375.00
496750	9/15/2011	N	CULLIGAN	WATER FILTER LEASE	34.40
496751	9/15/2011	N	DELTA DENTAL PLAN	DENTAL INSURANCE PREMIUMS	25,647.05

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CITY OF MANHATTAN BEACH  
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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496752	9/15/2011	N	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL MAINTENANCE	2,735.12
496753	9/15/2011	N	DUNCAN PKG TECHNOLOGIES INC	PARKING METER RECHARGE STATION CO	39.00
496754	9/15/2011	N	HEATHER DURHAM-ARCHER	YOGA INSTRUCTOR	945.00
496755	9/15/2011	N	DUTHIE GENERATOR SERVICE INC	GENERATOR RENTAL	1,613.92
496756	9/15/2011	N	JOHN STANLEY DYE	CONTRACT PERSONNEL-ADMIN	2,687.10
496757	9/15/2011	N	EXPERIAN	JOB APPLICANT CREDIT CHECKS	77.24
496758	9/15/2011	N	THEODORE FATUROS	CONTRACT PERSONNEL-PLANNING	680.00
496759	9/15/2011	N	SHANNON FAYNSOD	PARKS & RECREATION REFUND	144.00
496760	9/15/2011	N	DANIEL C GACAD	INSTRUCTOR-KARATE	227.50
496761	9/15/2011	N	GARDA CL WEST INC	ARMORED SERVICES-AUG 2011	653.08
496762	9/15/2011	N	DANIEL GIALOMBARDO	PARKS & RECREATION REFUND	50.00
496763	9/15/2011	N	ROGER B GOFF	PARKING METER REFUND	0.75
496764	9/15/2011	N	THOMAS GOMEZ	CITATION REFUND	79.00
496765	9/15/2011	N	CINDY GREBLIUNAS	VOLLEYBALL INSTRUCTOR	500.00
496766	9/15/2011	N	KIMY HARBIN	CASH KEY REFUND	55.25
496767	9/15/2011	N	HARRIS & ASSOCIATES INC	ASSESSMENT ENGINEERING SERVICES	1,750.00
496768	9/15/2011	N	JACQUELINE HARRIS	REIMBURSEMENT-2011 ANN CODE ENF SE	113.00
496769	9/15/2011	N	HOME DEPOT CREDIT SERVICES	MISC SUPPLIES	299.19
496770	9/15/2011	N	HONEYWELL INTERNATIONAL INC	HVAC MAINTENANCE & REPAIR	922.56
496771	9/15/2011	N	LAURA OR DAVID NASH HOWARD	CITATION REFUND	48.00
496772	9/15/2011	N	HSBC RETAIL CREDIT (USA) INC	MISC SUPPLIES-COSTCO	2,291.39
496773	9/15/2011	N	HSBC RETAIL CREDIT (USA) INC	ANNUAL MEMBERSHIP	100.00

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496774	9/15/2011	N	HUNTINGTON BCH MOTORSPORTS INC	MOTORCYCLE PARTS & SERVICE	1,652.89
496775	9/15/2011	N	ANN HUTCHINSON	PARKS & RECREATION REFUND	50.00
496776	9/15/2011	N	STEPHEN ROSS HYDE	MASTERS SWIM COACH	805.00
496777	9/15/2011	N	ICMA RETIREMENT TRUST - 401	DEFERRED COMP 109365: Payment	2,487.27
496778	9/15/2011	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	52,297.92
496779	9/15/2011	N	ICMA RETIREMENT TRUST 401	DEFERRED COMP 109766: Payment	3,757.42
496780	9/15/2011	N	IMPRES TECHNOLOGY SOLNS INC	WIRELESS ACCESS POINTS EQUIPMENT	9,005.59
496781	9/15/2011	N	INDEPENDENT CITIES ASSOCIATION	PRESIDENT INSTALLATION DINNER	210.00
496782	9/15/2011	N	INFOSEND INC	WATER BILL PRINT/MAIL & PORTAL MAIN	3,077.56
496783	9/15/2011	N	INTERNAP NETWORK SERVICES CORP	INTERNET ACCESS	1,574.24
496784	9/15/2011	N	INTERNATIONAL SURF FESTIVAL	MEDALS & T-SHIRTS-6 MAN VOLLEYBALL	3,392.00
496785	9/15/2011	N	IRON MOUNTAIN INFO MNGMT INC	RECORDS STORAGE	863.35
496786	9/15/2011	N	ITS PARTNERS LLC	IS STAFF VIRTUAL TRAINING CLASS	2,000.00
496787	9/15/2011	N	IVA SOLUTIONS INC	SECURITY SYSTEMS REPAIR	1,416.82
496788	9/15/2011	N	JAROTH INC	PAY PHONE SERVICES	70.00
496789	9/15/2011	N	JENKINS & HOGIN LLP	LEGAL SERVICES	36,299.04
496790	9/15/2011	N	VICTORIA H JOHNSON	WATER AEROBICS INSTRUCTOR	242.00
496791	9/15/2011	N	CATHY L KAREN	KNITTING INSTRUCTOR	72.00
496792	9/15/2011	N	KARMA CROSSFIT	FITNESS INSTRUCTOR	5,306.00
496793	9/15/2011	N	JEFF OR BRITTANY KLEIN	CITATION REFUND	48.00
496794	9/15/2011	N	L A COUNTY CLERK/RECORDER	FIRE STATION NO. 1 SHOWER REPAIR	75.00
496795	9/15/2011	N	L A COUNTY CLERK/RECORDER	2011 SLURRY SEAL PROJECT	75.00

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CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496796	9/15/2011	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	6,301.66
496797	9/15/2011	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	71.76
496798	9/15/2011	N	L A COUNTY MTA	JULY 2011-TAP PROGRAM	776.00
496799	9/15/2011	N	L A COUNTY MTA	JULY 2011-BUS PASSES SOLD	435.00
496800	9/15/2011	N	L A COUNTY SHERIFF'S DEPT	POLICE DEPT JAIL FOOD	315.00
496801	9/15/2011	N	LERN	REGISTRATION-LERN ANNUAL CONFEREN	595.00
496802	9/15/2011	N	DAVID LEVEILLE	CITATION REFUND	48.00
496803	9/15/2011	N	MARK LEYMAN	CASH KEY REFUND	25.50
496804	9/15/2011	N	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	19,178.10
496805	9/15/2011	N	LIFECARE SYSTEMS INC	MEDICAL SERVICES	50.00
496806	9/15/2011	N	ANNE LIN	PARKS & RECREATION REFUND	332.50
496807	9/15/2011	N	HOWARD A LOWE	CASH KEY REFUND	83.25
496808	9/15/2011	N	M B EDUCATION FOUNDATION	EARNINGS WITHHOLDING	124.20
496809	9/15/2011	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): Payment	4,063.31
496810	9/15/2011	N	M B WATER DEPARTMENT	MONTHLY WATER CHARGES	5,732.58
496811	9/15/2011	N	MANERI SIGN CO INC	TRAFFIC SIGNAGE	4,802.98
496812	9/15/2011	N	MANHATTAN STITCHING COMPANY	EMBROIDERY/PRINTING SERVICES	563.26
496813	9/15/2011	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,003.92
496814	9/15/2011	N	VINCE MASTROSIMONE	CONTRACT SERVICES-SR MGMT ANALYST	2,670.00
496815	9/15/2011	N	MATTHEW BENDER & CO INC	LIBRARY UPDATE	23.71
496816	9/15/2011	N	MBPOA RETIREE	MD TRUST (MED TRUST): Payment	2,875.00
496817	9/15/2011	N	FIONA MC CARTHY	CITATION REFUND	48.00

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496818	9/15/2011	N	KATHLEEN C MC GOWAN	NPDES PERMIT AND TMDL CONSULTING	10,808.03
496819	9/15/2011	N	KRISTEN MC NEILL	CASH KEY REFUND	41.50
496820	9/15/2011	N	PATRICK MEJIA	CASH KEY REFUND	163.25
496821	9/15/2011	N	RUDY MEJIA	REIMBURSEMENT-PARAMEDIC LICENSE	200.00
496822	9/15/2011	N	MELAD AND ASSOCIATES INC	PLAN CHECKS & INSPECTIONS	11,666.19
496823	9/15/2011	N	MELROY COMPANY INC	CONCRETE WORK	590.00
496824	9/15/2011	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE MAINTENANCE	9,367.00
496825	9/15/2011	N	MERRIMAC ENERGY GROUP	AUTOMOTIVE FUELS	28,693.73
496826	9/15/2011	N	HENRIETTA MOSLEY	PARKS & RECREATION REFUND	24.00
496827	9/15/2011	N	MSA	MEMBERSHIP DUES	75.00
496828	9/15/2011	N	NATIONAL MEDIA INC	ADVERTISING	4,819.00
496829	9/15/2011	N	NATIONAL SAFETY COUNCIL	SUBSCRIPTION RENEWAL	36.00
496830	9/15/2011	N	NET TRANSCRIPTS INC	TRANSCRIPTION SERVICE	487.20
496831	9/15/2011	N	MILLIE NEWTON	REIMBURSEMENT	64.52
496832	9/15/2011	N	NINYO & MOORE GEOTECHNICAL AND	HAZARDS REVIEW-MB VILLAGE SHOPPING	1,200.00
496833	9/15/2011	N	PETER NOLAN	CASH KEY REFUND	11.75
496834	9/15/2011	N	ORIGINAL WATERMAN INC	JUNIOR GUARD PROGRAM UNIFORM	1,632.93
496835	9/15/2011	N	P F SERVICES INC	EQUIPMENT INSPECTION/REPAIR	2,109.62
496836	9/15/2011	N	KAMILA PAVLASKOVA	VOLLEYBALL INSTRUCTOR	500.00
496837	9/15/2011	N	PREFERRED AERIAL & CRANE	AUTOMOTIVE REPAIR SERVICE	495.00
496838	9/15/2011	N	PRE-PAID LEGAL SERVICES INC	PREPAID LEGAL: Payment	126.60
496839	9/15/2011	N	PRUDENTIAL OVERALL SUPPLY	UNIFORM RENTAL SERVICE	1,018.14

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**CITY OF MANHATTAN BEACH  
WARRANT REGISTER**

WARRANT BATCH NUMBER: **WT 7b**

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496840	9/15/2011	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION: Payment	178,242.34
496841	9/15/2011	N	WILLIAM PURCELL	CASH KEY REFUND	65.75
496842	9/15/2011	N	ELIZABETH RILEY	PARKS & RECREATION REFUND	23.00
496843	9/15/2011	N	SCOTT ROBERT	GOLF INSTRUCTOR	1,662.50
496844	9/15/2011	N	GARY A ROSENFELD	REFUND PLAN CHECK FEES	470.00
496845	9/15/2011	N	S&J SUPPLY COMPANY INC	WATERWORKS FITTINGS	215.11
496846	9/15/2011	N	SAFEWAY INC - VONS DIVISION	MISC SUPPLIES	78.27
496847	9/15/2011	N	MIKE SANDOVAL	CASH KEY REFUND	21.75
496848	9/15/2011	N	LORELEI SATTERFIELD	CASH KEY REFUND	75.75
496849	9/15/2011	N	SBRPCA	COMMUNICATIONS EQUIPMENT	209.42
496850	9/15/2011	N	HEATHER D SCHREIBER	EARNINGS WITHHOLDING	523.41
496851	9/15/2011	N	LINDA S SCHUETZE	FINGERPRINT IDENTIFICATION	750.00
496852	9/15/2011	N	SCPPOA	MEMBERSHIP RENEWAL	30.00
496853	9/15/2011	N	SHELL	GASOLINE	356.88
496854	9/15/2011	N	DAVID SHENBAUM	REIMBURSEMENT-TRAVEL EXPENSE	631.73
496855	9/15/2011	N	SIMS WELDING SUPPLY CO INC	WELDING SUPPLIES	80.37
496856	9/15/2011	N	SMART & FINAL	MISC SUPPLIES	426.33
496857	9/15/2011	N	MARIE SOLYMOSSI	BEE REMOVAL SERVICES	340.00
496858	9/15/2011	N	SOUTH BAY FORD INC	AUTO PARTS & SERVICE	1,379.31
496859	9/15/2011	N	SOUTHERN CALIFORNIA EDISON	STREET LIGHTING	25,486.96
496860	9/15/2011	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	104,361.52
496861	9/15/2011	N	SPARKLETTES	BOTTLE DRINKING WATER	101.90

12:41:32PM  
9/15/2011

CITY OF MANHATTAN BEACH  
WARRANT REGISTER

WARRANT BATCH NUMBER:

WT 7b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496862	9/15/2011	N	SPCA LA	ANIMAL SHELTERING SERVICES	425.00
496863	9/15/2011	N	SPRINT COMMUNICATIONS CO LP	MOBILE CONNECTION	82.98
496864	9/15/2011	N	SSBRA	SOCCER OFFICIALS	3,705.00
496865	9/15/2011	N	STANDARD REGISTER CO	RFP# 768-09, PRINTING SERVICES CONTRA	635.75
496866	9/15/2011	N	CHRISTINE STARCZAK	VOLLEYBALL INSTRUCTOR	500.00
496867	9/15/2011	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	1,586.26
496868	9/15/2011	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	321.23
496869	9/15/2011	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	111.69
496870	9/15/2011	N	STATE OF CALIFORNIA	LIVE SCAN FINGERPRINTS	939.00
496871	9/15/2011	N	STEPHAN T HONDA MD INC	MEDICAL EXAMS	120.00
496872	9/15/2011	N	STETSON ENGINEERS INC	URBAN WATER MANAGEMENT PLAN	10,916.75
496873	9/15/2011	N	STEVEN GAUTREAU PRO CHIRO CORP	FITNESS INSTRUCTOR	1,225.00
496874	9/15/2011	N	RICHARD SULLIVAN	CITATION REFUND	48.00
496875	9/15/2011	N	SULLY-MILLER CONTRACTING CO	ASPHALT/EMULSION	97.34
496876	9/15/2011	N	MICHAEL A TAYLOR	EMPLOYEE REIMBURSEMENT	200.00
496877	9/15/2011	N	THE GAS COMPANY	MONTHLY GAS CHARGES	3,919.84
496878	9/15/2011	N	THE LIFE GUARD STORE	AQUATICS SUPPLIES	515.00
496879	9/15/2011	N	TIME WARNER CABLE	CABLE SERVICES	69.89
496880	9/15/2011	N	THOMAS EDWARD TRULOVE	CERAMICS INSTRUCTOR	1,644.50
496881	9/15/2011	N	TURBO DATA SYSTEMS INC	PARKING CITATION PROCESSING-AUG 201	15,098.63
496882	9/15/2011	N	TURNOUT MAINTENANCE CO LLC	UNIFORM ACCESSORIES	1,092.35
496883	9/15/2011	N	U S POSTAL SERVICE(HASLER)	POSTAGE METER REFILL	6,000.00

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9/15/2011

CITY OF MANHATTAN BEACH  
WARRANT REGISTER

WARRANT BATCH NUMBER:

WT 7b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496884	9/15/2011	N	UNDERGROUND SERVICE ALERT	UNDERGROUND SCHEMATIC NOTIFICATION	127.50
496885	9/15/2011	N	UNION BANK OF CALIFORNIA	P/T EMP RETIREMENT CONTRIB: Payment	2,748.28
496886	9/15/2011	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	40.00
496887	9/15/2011	N	UNITED STATES SWIMMING INC	2012 SWIM TEAM MEMBERSHIP	150.00
496888	9/15/2011	N	UNITED STATES TREASURY	EARNINGS WITHHOLDING	382.61
496889	9/15/2011	N	UNITED STATES TREASURY	EARNINGS WITHHOLDING	77.00
496890	9/15/2011	N	US BANK	UAD ADMIN FEES	2,970.00
496891	9/15/2011	N	USA MOBILITY WIRELESS INC	PAGER AGREEMENT	12.42
496892	9/15/2011	N	VANTAGEPOINT TRANSFER AGENTS	RETMT HLTH SAVINGS CONTRIB: Paymer	934.66
496893	9/15/2011	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85
496894	9/15/2011	N	NOELL VARNER	CASH KEY REFUND	24.75
496895	9/15/2011	N	VECTOR RESOURCES INC	SWITCH POWER SUPPLIES	2,380.19
496896	9/15/2011	N	VERIZON CALIFORNIA INC	TELEPHONE SERVICE	17,388.98
496897	9/15/2011	N	VISION INTERNET PROVIDERS INC	WEBSITE MAINTENANCE	2,200.00
496898	9/15/2011	N	WALTERS WHOLESAL ELECTRIC CO	ELECTRICAL SUPPLIES	583.72
496899	9/15/2011	N	SURESH WARRIER	PARKS & RECREATION REFUND	300.00
496900	9/15/2011	N	WATER REPLENISHMENT DISTRICT	GROUNDWATER PRODUCTION & ASSESSM	56,512.84
496901	9/15/2011	N	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	449.14
496902	9/15/2011	N	JEREMY WENNINGER	CASH KEY REFUND	55.00
496903	9/15/2011	N	WESTWOOD BUILDING MATERIALS	BLDG MATERIALS/CEMENT	75.16
496904	9/15/2011	N	KEVIN WILKINS	REIMBURSEMENT EXPENSE	400.00
496905	9/15/2011	N	WILLDAN INC	INSPECTION SERVICE-PACIFIC AVE	27,036.25

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9/15/2011

CITY OF MANHATTAN BEACH  
WARRANT REGISTER

WT 7b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
496906	9/15/2011	N	ROBYN WILLEY-PRATT	PARKS & RECREATION REFUND	50.00
496907	9/15/2011	N	WITTMAN ENTERPRISES LLC	AMBULANCE BILLING-JULY 2011	4,000.38
496908	9/15/2011	N	NAN WOLLMAN	ART EXHIBIT PREPARER	1,112.81
496909	9/15/2011	N	WORLDPASS TRAVEL GROUP LLC	BUS TRIP-PARKS & RECREATION	6,223.00
496910	9/15/2011	N	WYENN & ASSOCIATES DBA	POLYGRAPH EXAM	750.00
496911	9/15/2011	N	BOB WYMS	PARKS & RECREATION REFUND	25.00
496912	9/15/2011	N	XEROX CORPORATION	COPIER LEASE (VARIOUS DEPARTMENTS)	6,401.24
496913	9/15/2011	N	JENNIFER ZINS	EARNINGS WITHHOLDING	184.62
<b>SUBTOTAL</b>					<b>853,988.68</b>
10177	9/1/2011	H	US BANK	UAD BOND CALL	5,150.00
10178	9/13/2011	H	L A COUNTY DEPT OF PUB HEALTH	PLAN CHECK APP FEE JOSLYN	1,979.00
10179	9/13/2011	H	L A COUNTY DEPT OF PUB HEALTH	PLAN CHECK APP FEE MANHATTAN HGH1	1,622.00
<b>SUBTOTAL</b>					<b>8,751.00</b>
<b>COMBINED TOTAL</b>					<b>1,167,488.90</b>

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

Report of Warrant Disbursements  
wr 7b

Fund	Description	Amount
100	General	766,054.47
201	Street Light	29,233.84
205	Streets & Highways	28,863.25
210	Asset Forfeiture	666.16
230	Prop A	4,970.71
401	Capital Improvements	4,553.00
501	Water	103,833.86
502	Storm	10,952.08
503	Waste Water	3,529.39
510	Refuse	310.62
520	Parking	22,764.67
521	County Parking Lot	1,502.20
522	State Pier Lots	4,354.72
601	Insurance	101,327.83
605	Information Services	17,200.01
610	Vehicle Fleet	35,171.41
615	Building Maintenance	23,496.28
710	UAD Debt Service	8,120.00
802	Trust Deposit	584.40
wr 7b		<u>1,167,488.90</u>
		<u><u>1,167,488.90</u></u>

**CITY OF MANHATTAN BEACH PAYROLL**  
**PAY PERIOD: 08/27/11 TO 09/09/11**  
**PAY DATE: 09/16/11**

**NET PAY 677,343.38**

08/27/2011      09/09/2011      CITY OF MANHATTAN BEACH PAYROLL REPORT  
 PAYROLL PERIOD ENDING DATE      09/09/2011

FUND	DESCRIPTION	AMOUNT
100	General Fund	851,850.24
201	Street Lighting & Landscape Fund	1,072.85
210	Asset Forfeiture Fund	797.17
230	Prop. A Fund	13,185.19
501	Water Fund	30,030.67
502	Stormwater Fund	2,556.88
503	Wastewater Fund	8,209.77
510	Refuse Fund	4,565.14
520	Parking Fund	1,566.95
521	County Parking Lots Fund	439.58
522	State Pier and Parking Lot Fund	439.57
601	Insurance Reserve Fund	5,513.57
605	Information Systems Fund	18,917.64
610	Fleet Management Fund	8,115.16
615	Building Maintenance & Operations Fund	10,217.37
801	Pension Trust Fund	6,667.92
		<u>964,145.67</u>
	Gross Pay	286,802.29
	Deductions	<u>677,343.38</u>
	Net Pay	

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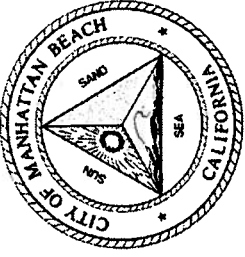
Bank code: union

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
490730	08/19/2010	28781 MIKE SANDOVAL	V	09/15/2011	128724	08/16/2010	21.75	21.75

union Total: 21.75

1 checks in this report

Total Checks: 21.75




# City of Manhattan Beach

## Investment Portfolio

August 2011

As Finance Director for the City of Manhattan Beach, I hereby certify that these investments are in compliance with the City's investment policy. Sufficient liquidity has been maintained to meet budget expenditure requirements for the current six month period.



---

Bruce Moe, Director of Finance

Attachment B

**CITY OF MANHATTAN BEACH**  
**August 31, 2011**

**Investments**

	<b>Book Value</b>
LAIF	\$29,700,000.00
Medium Term Notes	5,179,000.00
Federal Agency Issues-Coupon	20,757,870.54
<b>Subtotal Investments</b>	<b><u>55,636,870.54</u></b>

**Demand Deposit/Petty Cash**

Cash in Bank	\$988,842.98
Petty Cash	2,179.70
<b>Total Demand Deposit</b>	<b><u>991,022.68</u></b>

**Subtotal City Cash & Investments**

**56,627,893.22**

**Bond Funds Held in Trust**

Police/Fire (Bond)	817,075.00
Metlox	871,500.00
Marine	28,746.27
RCC Facility	169,262.92
Pension Bond	71,907.85
Water/Wastewater	565,416.32
Utility Assessment Dist	2,207,855.16
<b>Subtotal Bonds Held in Trust</b>	<b><u>4,731,763.52</u></b>
<b>Treasurer's Balance</b>	<b><u>61,359,656.74</u></b>

**CITY OF MANHATTAN BEACH**  
**Portfolio Management**  
**Portfolio Summary**  
**August 1, 2011 through August 31, 2011**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
LAI	29,700,000.00	29,700,000.00	29,700,000.00	53.38	1	1	0.402	0.408
Medium Term Notes	5,000,000.00	5,117,160.00	5,179,000.00	9.31	1,238	268	2.732	2.770
Federal Agency Issues - Coupon	20,000,000.00	21,122,420.00	20,757,870.55	37.31	1,587	1,276	1.965	1.993
<b>Investments</b>	<b>54,700,000.00</b>	<b>55,939,580.00</b>	<b>55,636,870.55</b>	<b>100.00%</b>	<b>708</b>	<b>502</b>	<b>1.202</b>	<b>1.219</b>
<b>Cash and Accrued Interest</b>								
Passbook/Checking (not included in yield calculations)	988,842.98	988,842.98	988,842.98		1	1	0.000	0.000
Accrued Interest at Purchase		6,434.03	6,434.03					
Subtotal		995,277.01	995,277.01					
<b>Total Cash and Investments</b>	<b>55,688,842.98</b>	<b>56,934,857.01</b>	<b>56,632,147.56</b>		<b>708</b>	<b>502</b>	<b>1.202</b>	<b>1.219</b>

**Total Earnings** August 31 Month Ending  
 Current Year 75,286.12

\_\_\_\_\_  
 BRUCE A. MOE, FINANCE DIRECTOR

Reporting period 08/01/2011-08/31/2011

Run Date: 09/13/2011 - 14:24

No fiscal year history available

Portfolio CITY  
 CP  
 PM (PRF\_PM1) SymRept 6.42  
 Report Ver. 5.00



**CITY OF MANHATTAN BEACH**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**August 31, 2011**

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM	Days to Maturity	Maturity Date
LAIF									365		
SYS3000	3000	Local Agency Invest. Fund	07/01/2000	29,700,000.00	29,700,000.00	29,700,000.00	0.408		0.408	1	
		<b>Subtotal and Average</b>		<b>29,700,000.00</b>	<b>29,700,000.00</b>	<b>29,700,000.00</b>			<b>0.408</b>	<b>1</b>	
<b>Money Market Fund</b>											
SYSGMRA39907	GMRA39907	Union Bank of California	10/09/2008	0.00	0.00	0.00	0.350		0.350	1	
		<b>Subtotal and Average</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>0.000</b>	<b>0</b>	
<b>Medium Term Notes</b>											
060505AR5	MTN0057	BANKAMERICA CORP	03/11/2008	1,000,000.00	1,015,030.00	1,029,540.00	4.875	A2	4.150	380	09/15/2012
17314JAP8	MTN0061	CITIBANK NA	03/30/2010	1,000,000.00	1,000,520.00	1,006,740.00	1.250	AAA	0.790	21	09/22/2011
36962G3K8	MTN0058	GENERAL ELECTRIC CAPITAL	03/20/2008	2,000,000.00	2,094,220.00	2,107,900.00	5.250	AA2	3.950	414	10/19/2012
949744AAA	MTN0062	WELLS FARGO & CO SRNT	03/30/2010	1,000,000.00	1,007,390.00	1,034,820.00	3.000		0.920	99	12/09/2011
		<b>Subtotal and Average</b>		<b>5,000,000.00</b>	<b>5,117,160.00</b>	<b>5,179,000.00</b>			<b>2.770</b>	<b>268</b>	
<b>Federal Agency Issues - Coupon</b>											
31331Y2Q2	FAC0185	FED FARM CR BK	03/26/2010	1,000,000.00	1,071,170.00	1,075,090.00	4.250	AAA	1.880	676	07/08/2013
31331SNP4	FAC0194	FED FARM CR BK	07/14/2010	2,000,000.00	2,257,240.00	2,178,240.53	4.550	AAA	2.177	1,280	03/04/2015
31331J6P3	FAC0199	FED FARM CR BK	12/28/2010	3,000,000.00	3,020,550.00	3,000,000.00	2.450	AAA	2.450	1,579	12/28/2015
3133XJRR6	FAC0181	Federal Home Loan Bank	09/18/2009	1,000,000.00	1,020,120.00	1,003,360.00	1.950	AAA	1.840	441	11/15/2012
3133XSAE8	FAC0186	Federal Home Loan Bank	03/26/2010	2,000,000.00	2,136,080.00	2,109,020.00	3.625	AAA	2.030	778	10/18/2013
313373ZW5	FAC0200	Federal Home Loan Bank	06/13/2011	1,000,000.00	1,003,830.00	1,000,000.00	2.250	AAA	2.250	1,747	06/13/2016
313373SZ6	FAC0202	Federal Home Loan Bank	08/29/2011	1,000,000.00	1,036,390.00	1,043,310.00	2.125	AAA	1.233	1,744	06/10/2016
3137EACD9	FAC0198	Federal Home Loan Mortgage	12/22/2010	2,000,000.00	2,141,360.00	2,094,470.68	3.000	AAA	1.576	1,061	07/28/2014
3134GZSW3	FAC0201	Federal Home Loan Mortgage	07/27/2011	3,000,000.00	3,027,000.00	3,000,000.00	2.050	AAA	2.050	1,791	07/27/2014
3128X3L76	FAC0191	Freddie Mac	06/04/2010	2,000,000.00	2,277,320.00	2,173,355.07	5.000	AAA	2.325	1,169	11/13/2014
31398AZV7	FAC0197	Fannie Mae	09/20/2010	2,000,000.00	2,131,360.00	2,081,024.27	2.625	AAA	1.482	1,176	11/20/2014
		<b>Subtotal and Average</b>		<b>20,000,000.00</b>	<b>21,122,420.00</b>	<b>20,767,870.55</b>			<b>1.993</b>	<b>1,276</b>	
		<b>Total and Average</b>		<b>64,700,000.00</b>	<b>65,939,680.00</b>	<b>65,636,870.55</b>			<b>1.219</b>	<b>602</b>	

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**CITY OF MANHATTAN BEACH  
 Portfolio Management  
 Portfolio Details - Cash  
 August 31, 2011**

CUSIP	Investment #	Issuer	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM	Days to 365 Maturity
<b>Money Market Fund</b>										
SY39903-39902	39901	UNION BANK	06/01/2003	988,842.98	988,842.98	988,842.98			0.000	1
		<b>Subtotal and Average</b>	<b>Accrued Interest at Purchase</b>		6,434.03	6,434.03				1
		<b>Subtotal</b>			995,277.01	995,277.01				
		<b>Total Cash and Investments</b>		55,688,842.98	56,934,857.01	56,632,147.56			1.219	502