

Capitola City Council

Agenda Report



Meeting: November 22, 2022

From: Finance Department

Subject: Approval of City Check Registers Dated October 14, October 28, and November 10, 2022.

Recommended Action: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
10/14/2022	101713	101805	98	\$ 366,035.45
10/28/2022	101882	101992	118	\$ 374,226.07
11/10/2022	102091	102188	104	\$ 303,812.14

The main account check register dated September 30, 2022, ended with check #101712. Checks numbered 101806 to 101881 were voided/renumbered due to printing errors. Checks numbered 101993 to 102090 were voided/renumbered due to printing errors.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
10/14/2022	5807	5808	94	\$ 202,472.34
10/28/2022	5809	5809	97	\$ 194,948.94
11/10/2022	20724	20815	92	\$ 175,879.23

The payroll account check register dated September 30, 2022, ended with EFT #20535.

Following is a list of payments issued for more than \$10,000 and descriptions of the expenditures:

Check/EFT	Issued to	Dept	Description	Amount
5807	Employee		Final check 10/7/22	\$ 17,316.90
101741	Dell Marketing LP	CM	Office 365 software license	\$ 17,039.40
101784	SCCo Animal Shelter	PD	Quarterly animal services contribution	\$ 24,147.60
101785	SCCo Dept of Public Works	PW/CDD	Household hazardous waste program, Zone V pass through, Zone V master plan update	\$ 60,449.16
101787	Santa Cruz Regional 911	PD	First half capital/debt 22/23	\$ 27,978.00
1397	CalPERS Member Services Division	CM	PERS contributions PPE 10/1/22	\$ 56,577.76
1399	Internal Revenue Service	CM	Federal taxes & Medicare PPE 10/1/22	\$ 32,243.11
1401	VOYA Financial	CM	Employee 457 contributions	\$ 23,481.39

			PPE 10/1/22	
101908	Donald W Alley	PW	Soquel Lagoon monitoring	\$ 11,267.22
101939	MV Transportation Inc	PW	August & September beach shuttle service	\$ 28,651.20
101943	Pacific Gas & Electric	PW	October utilities	\$ 12,419.06
101957	SCCo Auditor-Controller	Fin	September citation processing	\$ 21,511.00
101965	Soquel Creek Water District	PW	September water service	\$ 19,173.48
1402	CalPERS Health Insurance	CM	November health insurance	\$ 59,568.27
1403	CalPERS Member Services Division	CM	PERS contributions PPE 10/15/22	\$ 57,458.28
1404	Employment Development Department	CM	State taxes PPE 10/15/22	\$ 11,909.54
1405	Internal Revenue Service	CM	Federal taxes & Medicare PPE 10/15/22	\$ 40,662.26
5809	Employee		Final check 10/28/22	\$ 13,332.83
102105	Burke Williams & Sorensen LLP	CM	July, August, & September legal services	\$ 55,680.00
102108	Capitola-Soquel Chamber of Commerce	Fin	July – September TOT	\$ 11,160.45
102152	Phoenix Group Information Systems	PD	Mobile printer & case for parking, Sept 2022 processing	\$ 13,581.55
102168	Soquel Creek Water District	PW	November water service	\$ 15,455.48
1409	CalPERS Member Services Division	CM	PERS contributions PPE 10/29/22	\$ 56,626.38
1410	Employment Development Department	CM	State taxes PPE 10/29/22	\$ 11,055.49
1411	Internal Revenue Service	CM	Federal taxes & Medicare PPE 10/29/22	\$ 36,413.29

Attachments:

1. 10-14-22 Check Register
2. 10-28-22 Check Register
3. 11-10-22 Check Register

Report Prepared By: Leda Laidlaw-Hunter, Accountant I

Reviewed By: Julia Moss, City Clerk and Jim Malberg, Finance Director

Approved By: Jamie Goldstein, City Manager