



Oceano Community Services District

1655 Front Street, P.O. Box 599, Oceano, CA 93475

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Date: March 14, 2018

To: Board of Directors

From: Carey Casciola, Business and Accounting Manager

Subject: Agenda Item #8(c): Recommendation to Approve Cash Disbursements - **REVISED**

Recommendation

It is recommended that your Board approve the attached cash disbursements.

Discussion

The following is a summary of the attached cash disbursements:

Description	Check Sequence*	Amounts
	56828 - 56856	
Disbursements Requiring Board Approval prior to Payment:		
Regular Payable Register – paid 03/14/2018*	56837 - 56856	\$42,720.15
Subtotal:		\$42,720.15
Reoccurring Payments for Board Review (authorized by Resolution 2016-07):		
Payroll Disbursements – pay period ending 03/03/2018	N/A	\$27,543.48
Reoccurring Utility Disbursements – paid 02/28/2018	56828 - 56832	\$5,028.30
Reoccurring Health/Benefits – paid 02/28/2018	56833 - 56836	\$6,047.36
Subtotal:		\$38,619.14
Grand Total:		\$81,339.29

***Note:** the payable register includes \$273.00 for a travel related cash advancement for Backflow Testing Certification training. Documentation for the travel/training is attached.

Other Agency Involvement: n/a

Other Financial Considerations: Amounts are within the authorized Fund level budgets.

Results

The Board's review of cash disbursements is an integral component of the District's system of internal controls and promotes a well governed community.

Attachments:

- Training & Travel Authorization Request
- California Rural Water Association – AWE Backflow Tester Cert Training
- American Water Works Association – Backflow Exam
- 2018 IRS Travel Per Diem Rates
- Best Western Plus Credit Card Authorization Form

Payroll Summary Report
Board of Directors - Agenda Date March 14, 2018 - REVISED

	(*)	
<u>Gross Wages</u>	2/17/2018	3/3/2018
Regular	\$22,977.14	\$22,967.23
Overtime Wages	\$682.48	\$1,074.75
Stand By	\$700.00	\$700.00
	<u>\$24,359.62</u>	<u>\$24,741.98</u>
<u>Disbursements</u>		
Net Wages	\$18,317.80	\$18,719.27
State and Federal Agencies	\$4,849.10	(**) \$4,909.92
CalPERS - Normal	\$3,914.29	\$3,914.29
Total Disbursements processed with Payroll	<u>\$27,081.19</u>	<u>\$27,543.48</u>
Health & Other (Disbursed with reoccurring bills)	\$3,553.40	\$3,553.40
	<u>\$30,634.59</u>	<u>\$31,096.88</u>
Total District Payroll Related Costs		

(*) Previously reported in prior Board Meeting packet - provided for comparison.

(**) \$4,898.66 was reported in the original Board Packet which was short by \$11.26.