



# Oceano Community Services District

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

(805) 481-6730 FAX (805) 481-6836

**Date:** May 9, 2018

**To:** Board of Directors

**From:** Carey Casciola, Business and Accounting Manager

**Subject:** Agenda Item #9(A) Addendum: Recommendation to Approve Cash Disbursements

## 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
	56938 - 56969	
<b>Disbursements Requiring Board Approval prior to Payment:</b>		
Regular Payable Register – paid 04/25/2018	56947 - 56969	\$26,726.18
	Subtotal:	26,726.18
<b>Reoccurring Payments for Board Review (authorized by Resolution 2016-07):</b>		
Payroll Disbursements – pay period ending	N/A	\$27,910.05
Reoccurring Utility Disbursements – paid 04/25/2018	56938 - 59342	\$7,460.27
Reoccurring Health/Benefits – paid 04/25/2018	56943 - 56946	\$6,047.36
	Subtotal:	\$41,417.68
	<b>Grand Total:</b>	<b>\$68,143.86</b>

**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.

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
1-1001-000	5/07/2018	CHECK	056947	PETTY CASH	50.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056948	AUTOSYS, INC.	270.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056949	WHITE, KAREN M.	300.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056950	USA BLUEBOOK	84.50CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056951	DIVERSIFIED PROJECT SERVICES I	2,562.50CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056952	ARROYO GRANDE CHEVROLET	99.26CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056953	BURDINE PRINTING & GRAPHICS	1,795.16CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056954	CENTRAL COAST PRINTING	334.57CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056955	ARAMARK	139.66CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056956	CENTRAL COAST TECHNOLOGY CONSU	316.06CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056957	WINEMA INDUSTRIAL & SAFETY SUP	283.41CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056958	GSI WATER SOLUTIONS, INC.	2,758.26CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056959	ONE COOL EARTH	2,500.00CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056960	SHORE-TEK	712.77CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056961	J.B. DEWAR, INC.	333.52CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056962	FERGUSON ENTERPRISES, INC #135	146.84CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056963	MINER'S ACE HARDWARE, INC.	181.27CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056964	QUILL CORPORATION	734.88CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056965	R. BAKER, INC.	5,161.41CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056966	SOUTH COUNTY SANITARY SERV	807.76CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056967	STATEWIDE TRAFFIC SAFETY & SIG	161.66CR	OUTSTND	A	0/00/0000
1-1001-000	5/07/2018	CHECK	056968	MOSS, LEVY & HARTZHEIM	6,000.00CR	OUTSTND	A	0/00/0000

COMPANY: 99 - POOLED CASH FUND  
ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
TYPE: All  
STATUS: All  
FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
CLEAR DATE: 0/00/0000 THRU 99/99/9999  
STATEMENT: 0/00/0000 THRU 99/99/9999  
VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 056947 THRU 056969

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	5/07/2018	CHECK	056969	AQUA-METRIC	992.69CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	26,726.18CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	26,726.18CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

**Payroll Summary Report**  
**Board of Directors - Agenda Date May 9, 2018**

	(*)	
<u>Gross Wages</u>	4/14/2018	4/28/2018
Regular	\$23,009.52	\$23,054.88
Overtime Wages	\$912.35	\$1,342.98
Stand By	\$700.00	\$700.00
	<u>\$24,621.87</u>	<u>\$25,097.86</u>
<u>Disbursements</u>		
Net Wages	\$18,624.56	\$18,984.83
State and Federal Agencies	\$4,808.80	\$5,107.21
CalPERS - Normal	\$3,915.94	\$3,818.01
Total Disbursements processed with Payroll	<u>\$27,349.30</u>	<u>\$27,910.05</u>
Health & Other (Disbursed with reoccurring bills)	\$3,553.40	\$3,553.40
	<u>\$30,902.70</u>	<u>\$31,463.45</u>

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

COMPANY: 99 - POOLED CASH FUND  
 ACCOUNT: 1-1001-000 POOLED CASH OPERATING  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 056938 THRU 056942

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1-1001-000	4/25/2018	CHECK	056938	HIRIARTE'S INDOOR CLEANING SER	825.00CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056939	RABOBANK EQUIPMENT LEASE	755.60CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056940	DE LAGE LANDEN FINANCIAL SERVI	157.66CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056941	ADVANTAGE ANSWERING PLUS, INC	51.67CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056942	PACIFIC GAS & ELECTRIC	5,670.34CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	7,460.27CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	7,460.27CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		

COMPANY: 99 - POOLED CASH FUND  
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 TYPE: All  
 STATUS: All  
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CHECK DATE: 0/00/0000 THRU 99/99/9999  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 056943 THRU 056946

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK: -----								
1-1001-000	4/25/2018	CHECK	056943	BLUE SHIELD OF CALIFORNIA	4,736.32CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056944	THE LINCOLN NATIONAL LIFE INSU	1,058.88CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056945	VSP VISION	105.80CR	OUTSTND	A	0/00/0000
1-1001-000	4/25/2018	CHECK	056946	SEIU LOCAL 620	146.36CR	OUTSTND	A	0/00/0000
TOTALS FOR ACCOUNT 1-1001-0				CHECK	TOTAL:	6,047.36CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	6,047.36CR		
				DEPOSIT	TOTAL:	0.00		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	0.00		
				SERVICE CHARGE	TOTAL:	0.00		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	0.00		