

**Memorandum**

**TO:** Harbor Commissioners

**FROM:** David Doyle & Belen Cruz

**RE: Bills & Claims for Period Ending 4/1/15**

Total Disbursements being submitted for your review: \$ 141,044.20

These include:

Handchecks in the amount of: \$ 72,275.60

Payables in the amount of: \$ 68,768.60

<u>Dept. Code</u>	<u>Description</u>		<u>Page Reference</u>
101	Harbor Commission	\$ 981.76	2
103	Administration	\$ 2,003.35	2
201	Pillar Point Harbor	\$ 9,177.73	2
301	Oyster Point Marina	\$ 2,320.10	2
	Payroll Related	\$ 126,561.26	2
	Total for Review	\$ 141,044.20	2

Notes:

Handchecks Written for:

Payroll Related \$ 70,476.82

Invoices with Due Dates on or Before Board Meeting \$ 1,798.78

Total Handchecks Written \$ 72,275.60

BILLS CLAIMS FOR 4/1/15 BOARD MEETING

VENDOR	DESCRIPTION	AMOUNT	PAYROLL RELATED	HARBOR COMM 101	ADMIN 103	PILLAR POINT 201	OYSTER POINT 301
ADP, INC.	PAYROLL PROCESSING	772.26		117.01	140.41	304.23	210.61
BEN ANDREWS	REFUND DEPOSIT	187.09				187.09	
ARAMARK UNIFORM SERVICES	UNIFORM SERVICES	541.37					541.37
AT & T LONG DISTANCE	TELEPHONE/COMMUNICATIONS	195.63				113.08	82.55
AT&T	TELEPHONE/COMMUNICATIONS	11.83				11.83	
RANDY BANKORD	REIMBURSE UNIFORM EXPENSE	249.96				249.96	
BLUE RIBBON SUPPLY	OPERATING SUPPLIES	810.68				810.68	
SABRINA BRENNAN	REIMBURSE TRAVEL EXPENSES	643.66		643.66			
CLARK PEST CONTROL	CONTRACTUAL SERVICES	75.00					75.00
CLEARLITE TROPHIES	EMPLOYEE APPRECIATION	21.80		21.80			
COMCAST	TELEPHONE/COMMUNICATIONS	397.53			397.53		
FEDEX	CONTRACTUAL SERVICES	154.13		154.13			
DEBRA GALARZA	REIMBURSE TRAVEL EXPENSES	151.08			151.08		
GRAINGER	OPERATING SUPPLIES	133.04					133.04
GREENLEAF	GARBAGE SERVICE	1,001.46				1,001.46	
HENDERSON MARINE SUPPLY, INC	REPAIRS & MAINTENANCE	587.69				587.69	
HOLMAN PROFESSIONAL COUNSELING CENTERS	EMPLOYEE ASSISTANCE PROGRAM SERVICES	289.00		45.16	54.18	103.86	85.80
IRVINE & JACHENS INC.	UNIFORM SERVICES	266.33				266.33	
MICHAEL JEFFRIES	REFUND DEPOSIT	1,000.00				1,000.00	
PAUL LOURENCO	REFUND DEPOSIT	523.62				523.62	
JAKE MANISCALCO	REFUND DEPOSIT	223.12				223.12	
MARINE LIEN SALE SERVICE	COLLECTION EXPENSE	160.00					160.00
MISSION UNIFORM SERVICE, INC.	UNIFORM SERVICES	397.08				397.08	
OFFICE DEPOT, INC.	OFFICE SUPPLIES	242.73				242.73	
OPERATING ENGINEERS TRUST	HEALTH INSURANCE	30,413.00	30,413.00				
PG&E	UTILITIES	2,187.10				2,187.10	
PITNEY BOWES, INC.	POSTAGE EXPENSE	5.00			5.00		
PURCHASE POWER	POSTAGE EXPENSE	1,000.00			1,000.00		
STANDARD INSURANCE	LIFE & LTD INSURANCE	3,311.44	3,311.44				
STAPLES ADVANTAGE	OFFICE SUPPLIES	132.40			132.40		
TEAMSTERS 856 HEALTH & WELFARE FUND	HEALTH INSURANCE	22,360.00	22,360.00				
TURBO DATA SYSTEMS, INC	CITATION PROCESSING	29.94				27.24	2.70
VERIZON	TELEPHONE/COMMUNICATIONS	293.63			76.40	179.03	38.20
SUB-TOTAL OF PAYMENTS TO BE PROCESSED 4/1		68,768.60	56,084.44	981.76	1,957.00	8,416.13	1,329.27
ARROWHEAD MOUNTAIN WATER	CONTRACTUAL SERVICES	57.33					57.33
CALPERS	PAYROLL DEDUCTION PAYABLE	48,549.82	48,549.82				
CALPERS SUPPLEMENTAL INCOME	PAYROLL DEDUCTION PAYABLE	18,054.00	18,054.00				
CINTAS CORPORATION	OPERATING SUPPLIES	32.76					32.76
COASTSIDE.NET	TELEPHONE/COMMUNICATIONS	399.00				399.00	
COMCAST	TELEPHONE/COMMUNICATIONS	410.11					410.11
FEDERAL PUBLISHING LIMITED INC	OSHA/EPA COMPLIANCE JOURNAL	198.50				198.50	
FIRSTCHOICE	CONTRACTUAL SERVICES	46.35			46.35		
NEXTEL COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	152.03					152.03
OPERATING ENGINEERS LOCAL NO.3	PAYROLL DEDUCTION PAYABLE	1,140.00	1,140.00				
PACIFIC OCCUPATIONAL HEALTH CLINIC	RECRUITING EXPENSE	174.50					174.50
PITNEY BOWES GLOBAL FIN SVCS	POSTAGE METER LEASE	328.20				164.10	164.10
TEAMSTERS UNION LOCAL 856	PAYROLL DEDUCTION PAYABLE	433.00	433.00				
VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTION PAYABLE	2,300.00	2,300.00				
TOTAL HANDCHECKS		72,275.60	70,476.82	-	46.35	761.60	990.83
TOTAL BILLS & CLAIMS		141,044.20	126,561.26	981.76	2,003.35	9,177.73	2,320.10
			PAYROLL	COMM	ADMIN	PPH	OPM