



A Public Agency

# INFORMATIONAL ITEMS

## STAFF REPORT

---

**To:** SBWMA Board Members  
**From:** John Mangini, Senior Finance Manager  
**Date:** October 25, 2018 Board of Directors Meeting  
**Subject:** Check Register for September 2018

---

### Recommendation

This is an informational item only and no action is required. This report was requested by the Board members.

### Summary

The purpose of this report is to provide transparency to the Board and the public on the actual spending by the SBWMA. All payments made by check issued in September are listed on the attached report for review.

### Analysis

The SBWMA has a contract with the City of San Carlos for accounting services including the issuing of all payments and deposit of all receipts. In accordance with the City of San Carlos' policies, checks are normally issued every two weeks. All SBWMA invoices are approved for payment by the program manager and then by the Executive Director or Finance Manager. Total A/P spending for September 2018 was \$5,888,538.54 as detailed in **Attachment A**.

Certain ACH transactions such as payroll and some benefit payments are drawn directly from the bank and are therefore not included in these A/P reports.

If you have any questions on this, please contact Cyndi Urman or John Mangini. The format of the check registers is limited to what is available from the city's MUNIS accounting system.

### Attachments:

Attachment A – September 2018 Check Register Detail Reports

09/12/2018 11:51  
rgarcia

OF SAN CARLOS  
CASH DISBURSEMENTS JOURNAL S091418

SBWMA

1  
pcshdsb

CASH ACCOUNT:	S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC			
8322	09/14/2018	WIRE	3622 PAYMENT REMITTANCE C	82115	082818	08/28/2018		S091418	1,972.39
Invoice: 082818									
				122.61	S0113010	520503	VARIOUS EXPENSES		
				9.77	80113010	520335	CONFERENCES & MEETINGS		
				792.97	S0113010	520335	CURBSIDE BATTERY COLLECTION		
				111.58	80113010	520905	CURBSIDE BATTERY COLLECTION		
				662.23	80113010	520905	TENANT IMPROVEMENTS		
				115.00	80113010	520905	TENANT IMPROVEMENTS		
				108.00	S0113010	522718	TENANT IMPROVEMENTS		
				50.23	S0113010	520503	EDUCATION CENTER OPERATIONS		
							CONFERENCES & MEETINGS		
							CHECK	8322 TOTAL:	1,972.39
8323	09/14/2018	EFT	3 AARONSON DICKERSON C	82120	818043-SB. R	08/28/2018		8091418	9,933.00
Invoice: 818043-SB. R									
				9,933.00	S0113010	520312	BOARD COUNSEL		
							BOARD COUNSEL		
							CHECK	8323 TOTAL:	9,933.00
8324	09/14/2018	EFT	7603 COLORPRINT	81974	17239	08/17/2018		S091418	746.63
Invoice: 17239									
				746.63	S0113010	520309HDV01	PUBLIC SPACES PILOT		
							BUSINESS CONSULTANT (HFH)		
				81975	17396	08/27/2018		S091418	225.12
Invoice: 17396									
				225.12	S0113010	520309HDV01	PUBLIC SPACES PILOT		
							BUSINESS CONSULTANT (HFH)		
							CHECK	8324 TOTAL:	971.75
8325	09/14/2018	EFT	7624 KBA DOCUSYS INC.	82095	INV700836	08/24/2018		S091418	236.44
Invoice: INV700836									
				236.44	S0113010	520215	OFFICE EQUIPT COST		
							OFFICE EQUIPMENT COSTS		
							CHECK	8325 TOTAL:	236.44
8326	09/14/2018	EFT	8952 N & R PUBLICATIONS	82065	269715	08/23/2018		8091418	11,530.00
Invoice: 269715									
				5,765.00	S0113010	520604RES01	OUTREACH		
				5,765.00	S0113010	520604MF001	PUBLIC EDUCATION/OUTREACH/WORK		
							PUBLIC EDUCATION/OUTREACH/WORK		

09/12/2018 11:51  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S091418

lapcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE VENDOR NAME	DOCUMENT	INVOICE DTL	DESC				
							CHECK	8326 TOTAL:	11,530.00
8327	09/14/2018	EFT 1419 THE OFFICE CITY	81968	IN-1526892	09/05/2018		S091418	259.22	
Invoice: IN-1526892			259.22	S0113010 520201	OFFICE SUPPLY				
					OFFICE SUPPLIES				
							CHECK	8327 TOTAL:	259.22
8328	09/14/2018	EFT 725 CITY OF SAN CARLOS	82063	79951226	09/04/2018		S091418	4,570.56	
Invoice: 79951226			4,570.56	S0113010 520203	RENT				
					RENT				
							CHECK	8328 TOTAL:	4,748.76
8329	09/14/2018	EFT 5512 SOUTH BAY RECYCLING	81989	2018-07V2	08/24/2018		S091418	1,781,973.23	
Invoice: 2018-07V2			1,674,691.48	S0113010 520202	BANK FEES				
					BANK FEES AND SERVICES				
							CHECK	8329 TOTAL:	1,781,973.23
			30,277.69	S0113010 522713	VARIOUS EXPENSES				
			-48,735.95	S0113010 522713	DISPOSAL & PROCESSING COSTS				
			81,252.61	S0113010 522717	DISPOSAL & PROCESSING COSTS				
			15,811.76	S0113010 522712	BUYBACK PAYMENTS				
			-1,978.06	S0113010 480008	OPERATOR COMPENSATION SBR				
			18,850.00	S0113010 522714	MISCELLANEOUS				
			2,224.17	S0113010 520207	SHOREWAY FACILITY COST				
			9,579.53	S0113010 520202SHORE	EQUIPMENT CHARGES				
			1,674,691.48	S0113010 522712	BANK FEES AND SERVICES				
					OPERATOR COMPENSATION SBR				
							CHECK	8330 TOTAL:	14,002.50
8330	09/14/2018	PRTD 5326 ASCENT ENVIRONMENTAL	81973	18010100.01-3	08/21/2018		S091418	14,002.50	
Invoice: 18010100.01-3			14,002.50	S0113010 520311CIWMB	EAR CAL RECYCLE REPORTS				
					CIWMB ANNUAL REPORTS				
							CHECK	8330 TOTAL:	14,002.50
8331	09/14/2018	PRTD 4841 COMCAST CABLE COMMUN	81966	0447972-082418	08/24/2018		S091418	248.57	
Invoice: 0447972-082418			248.57	S0113010 520107	UTILITIES & PHONE				
					UTILITIES & PHONE				

09/12/2018 11:51  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S091418

3  
apcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	FO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC		
					CHECK		8331 TOTAL:	248.57
8332	09/14/2018	PRTD	5342 DAILY POST	70356	82064	08/24/2018	S091418	2,925.00
	Invoice: 70356			2,925.00	80113010	520309BATT BATTERY PLANNING BUSINESS CONSULTANT (HFH)		
					CHECK		8332 TOTAL:	2,925.00
8333	09/14/2018	PRTD	7504 E-RECYCLING OF CALIF	80114	82089	08/03/2018	S091418	48.93
	Invoice: 80114			48.93	S0113010	480025 E-RECYCLE E-RECYCLING		
					82090	80167 08/24/2018	8091418	98.15
	Invoice: 80167			98.15	S0113010	480025 E-RECYCLING E-RECYCLING		
					82091	80124 08/24/2018	8091418	95.37
	Invoice: 80124			95.37	S0113010	480025 E-RECYCLING E-RECYCLING		
					CHECK		8333 TOTAL:	242.45
8334	09/14/2018	PRTD	8755 JOANNA ROSALES	090618JR	81984	09/06/2018	S091418	74.03
	Invoice: 090618JR			52.16	80113010	520801 VEHICLES, OFFICE SUPPLIES & CONFERENCES		
				7.02	80113010	520201 MILEAGE REIMBURSEMENT		
				14.85	80113010	520503 OFFICE SUPPLIES CONFERENCES & MEETINGS		
					CHECK		8334 TOTAL:	74.03
8335	09/14/2018	PRTD	8878 JULIA AU	090618JA	81965	09/06/2018	S091418	22.10
	Invoice: 090618JA			22.10	80113010	520503 CONFERENCES & MEETINGS CRRA CONFERENCES & MEETINGS		
					CHECK		8335 TOTAL:	22.10
8336	09/14/2018	PRTD	7802 KBA DOCUSYS INC	5526184	82096	08/25/2018	8091418	502.27
	Invoice: 5526184			502.27	80113010	520215 OFFICE EQUIPT COST OFFICE EQUIPMENT COSTS		

09/12/2018 11:51 | CITY OF SAN CARLOS  
 rgarcia | A/P CASH DISBURSEMENTS JOURNAL S091418

P 4  
 apcshdsb

CASH ACCOUNT: S000		110020	WELLS FARGO BANK						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				DOCUMENT	INVOICE DTL	DESC			
						CHECK		8336 TOTAL:	502.27
8337	09/14/2018	PRTD	8095 JOE LA MARIANA	090718JL	090718JL	09/07/2018		S091418	605.00
Invoice: 090718JL				81978					
				90.00	S0113010 520105	CELL PHONE, PROFF DUES, CONFERENCES & MEETINGS			
				295.00	S0113010 520501	CELL PHONES			
				220.00	S0113010 520503	PROFESSIONAL DUES & MEMEBERSHS			
						CONFERENCES & MEETINGS			
						CHECK		8337 TOTAL:	605.00
8338	09/14/2018	PRTD	9020 LUXOR FLOORS, INC	1548	1548	08/24/2018		S091418	276.10
Invoice: 1548				82074					
				276.10	S0113010 520905	OFFICE IMPROVEMENTS			
						TENANT IMPROVEMENTS			
						CHECK		8338 TOTAL:	276.10
8339	09/14/2018	PRTD	4383 MARSHALL MORAN	90718	90718	09/06/2018		S091418	2,176.00
Invoice: 90718				82119					
				2,176.00	S0113010 520309HFM01	FINANCE MGR SUPPORT			
						BUSINESS CONSULTANT (HFH)			
						CHECK		8339 TOTAL:	2,176.00
8340	09/14/2018	PRTD	449 PITNEY BOWES	3102386056	3102386056	08/23/2018		S091418	128.00
Invoice: 3102386056				81970					
				128.00	S0113010 520215	OFFICE EQUIP COST			
						OFFICE EQUIPMENT COSTS			
						CHECK		8340 TOTAL:	128.00
8341	09/14/2018	PRTD	2795 MICHAELS STEAM CLEAN	13278	13278	08/31/2018		S091418	570.00
Invoice: 13278				82098					
				570.00	S0113010 520905	OFFICE MAINTENANCE			
						TENANT IMPROVEMENTS			
						CHECK		8341 TOTAL:	570.00
8342	09/14/2018	PRTD	680 SAN MATEO COUNTY TAX	11020	11020	07/20/2018		S091418	345.97
Invoice: 11020				82094					
				345.97	S0113010 520324	PROPERTY TAX			
						PROPERTY TAX			

09/12/2018 11:51  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S091418 SBWMA

P 5  
apcsndsb

CASH ACCOUNT: S000 110020 WELLS FARGO BANK  
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET  
DOCUMENT INVOICE DTL DESC

DOCUMENT	INVOICE DTL DESC	CHECK	8342 TOTAL:	345.97
8343 09/14/2018 PRD 5875 SCAPES INC	18458 08/31/2018 S091418	82100	315.00	315.00
Invoice: 18458	315.00 S0113010 522714 SHOREWAY FACILITY COST SHOREWAY FACILITY COST	CHECK	8343 TOTAL:	315.00
8344 09/14/2018 PRD 3022 SCS ENGINEERS	330130 07/31/2018 S091418	82084	497.00	497.00
Invoice: 330130	497.00 S0113010 520608 CLIMATE REGISTRY CLIMATE CHANGE POLICY OPTIONS	CHECK	8344 TOTAL:	497.00
8345 09/14/2018 PRD 5443 SPECIALTY'S CAPE & B	T2423-19925905 08/30/2018 S091418	81972	286.82	286.82
Invoice: T2423-19925905	286.82 S0113010 520503 CONFERENCES & MEETINGS CONFERENCES & MEETINGS	CHECK	8345 TOTAL:	286.82
NUMBER OF CHECKS 24		*** CASH ACCOUNT TOTAL ***		1,834,841.60

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	16	23,216.81
TOTAL WIRE TRANSFERS	1	1,972.39
TOTAL EFT'S	7	1,809,652.40

\*\*\* GRAND TOTAL \*\*\* 1,834,841.60

CP	✓
ARP	✓
EFT	✓
E	✓

RG  
9/12/18  
9/12/18  
9/12/18  
9/12/18  
9/12/18

ACHS09140001.txt

09/17/2018 13:33 | CITY OF SAN CARLOS  
 ebundang | A/P CASH DISBURSEMENTS JOURNAL S092018

*SB-WIRE*

| P 1  
 | apcshdsb

CASH ACCOUNT: S000	I10020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME	DOCUMENT	INVOICE DTL DESC				
8346	09/20/2018	WIRE 2223 THE BANK OF NEW YORK	82140	OCT2018-2009A	09/17/2018		S092018	343,708.33
		Invoice: OCT2018-2009A	343,708.33	S011 114467	OCT 2018 BNY BOND 2009A INVESTMENT BNY 2009AB INTEREST			
							CHECK 8346 TOTAL:	343,708.33
8347	09/20/2018	WIRE 8579 IPFS CORPORATION	82141	NJN-783692 #3	09/17/2018		S092018	72,229.77
		Invoice: NJN-783692 #3	72,229.77	S0113010 520710	SHOREWAY INSURANCE PREMIUM INSURANCE SHOREWAY			
							CHECK 8347 TOTAL:	72,229.77
NUMBER OF CHECKS					2	*** CASH ACCOUNT TOTAL ***		415,938.10
TOTAL WIRE TRANSFERS					2	COUNT	AMOUNT	
							415,938.10	
							*** GRAND TOTAL ***	415,938.10

CP	✓
APC	X
EFL	X
...	✓

*EB* 9/17/18  
*apc* 9/17/18  
*EB* 9/17/18  
*Michael Fab* 9/20/18



09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

SBWMA

P 1  
apcshdsb

CASH ACCOUNT: S000 110020 WELLS FARGO BANK  
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				DOCUMENT	INVOICE DTL	DESC			
8348	09/28/2018	EFT	5524 KATHLEEN B BENTON	82189	2017214	09/17/2018		S092818	679.75
Invoice: 2017214				679.75	S0113010 520335	BATTERY OUTREACH CURBSIDE BATTERY COLLECTION			
						CHECK	8348 TOTAL:		679.75
8349	09/28/2018	EFT	5556 BFI OF CALIFORNIA IN	82151	4227-000051289	08/31/2018		S092818	842,947.19
Invoice: 4227-000051289				842,947.19	S0113010 522713	DISPOSAL OX - AUG 2018 DISPOSAL & PROCESSING COSTS			
						CHECK	8349 TOTAL:		842,947.19
8350	09/28/2018	EFT	152 NEWBY ISLAND COMPOST	82154	4278-100004747	08/31/2018		S092818	271,183.25
Invoice: 4278-100004747				271,183.25	S0113010 522713	DISPOSAL - NEWBY AUG 2018 DISPOSAL & PROCESSING COSTS			
						CHECK	8350 TOTAL:		271,183.25
8351	09/28/2018	EFT	8741 CARLOS MORENO	82169	092118CM	09/21/2018		S092818	59.81
Invoice: 092118CM				59.81	S0113010 520801	MILEAGE MILEAGE REIMBURSEMENT			
						CHECK	8351 TOTAL:		59.81
8352	09/28/2018	EFT	8952 N & R PUBLICATIONS	82167	0270649	09/13/2018		S092818	8,160.00
Invoice: 0270649				5,250.00	S0113010 520335	BATTERIES, RESIDENTIAL, MULTIFAMILY CURBSIDE BATTERY COLLECTION			
				1,455.00	S0113010 520604RES01	PUBLIC EDUCATION/OUTREACH/WORK			
				1,455.00	S0113010 520604MP001	PUBLIC EDUCATION/OUTREACH/WORK			
						CHECK	8352 TOTAL:		8,160.00
8353	09/28/2018	EFT	8293 PREMIER ACCESS INSUR	82150	17242-100118	09/10/2018		S092818	898.35
Invoice: 17242-100118				898.35	S0113010 512850	PREMIER BENEFITS BENEFITS - GUARDIAN LIFE			
						CHECK	8353 TOTAL:		898.35

09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

P 2  
apcshdsb

CASH ACCOUNT: S000 110020 WELLS FARGO BANK  
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
				DOCUMENT	INVOICE DTL	DESC				
8354	09/28/2018	EFT	5446 RECOLOGY SAN MATEO C	05312018	PRJ 105	05/31/2018		S092818	13,565.00	
			Invoice: 05312018 PRJ 105	82156						
				13,565.00	S2251000 570300SF053	SHOREWAY FACILITY COST FACILITIES IMPROVEMENTS				
					08312018 PRJ 121	08/31/2018		S092818	2,350.00	
			Invoice: 08312018 PRJ 121	82160						
				2,350.00	S0113010 522714	SHOREWAY MAINTENANCE SHOREWAY FACILITY COST				
					08312018 PRJ 119	08/31/2018		S092818	700.00	
			Invoice: 08312018 PRJ 119	82161						
				700.00	S0113010 522714	SHOREWAY MAINTENANCE SHOREWAY FACILITY COST				
					08312018 PRJ 106	08/31/2018		S092818	490.00	
			Invoice: 08312018 PRJ 106	82162						
				490.00	S0113010 522714	SHOREWAY FACILITY COST SHOREWAY FACILITY COST				
					08312018 PRJ 122	08/31/2018		S092818	960.00	
			Invoice: 08312018 PRJ 122	82163						
				960.00	S0113010 522714	SHOREWAY FACILITY COST SHOREWAY FACILITY COST				
					08312018 PRJ 124	08/31/2018		S092818	1,520.37	
			Invoice: 08312018 PRJ 124	82164						
				1,520.37	S0113010 522714	SHOREWAY FACILITY COST SHOREWAY FACILITY COST				
								CHECK	8354 TOTAL:	19,585.37
8355	09/28/2018	EFT	5512 SOUTH BAY RECYCLING	2018-08	V2	09/20/2018		S092818	1,894,703.85	
			Invoice: 2018-08 V2	82155						
				38,473.29	S0113010 522713	VARIOUS EXPENSES				
				-46,132.62	S0113010 522713	DISPOSAL & PROCESSING COSTS				
				83,929.30	S0113010 522717	DISPOSAL & PROCESSING COSTS				
				12,914.13	S0113010 522712	BUYBACK PAYMENTS				
				-2,200.94	S0113010 480008	OPERATOR COMPENSATION SBR				
				3,795.75	S0113010 522714	MISCELLANEOUS				
				2,224.17	S0113010 520207	SHOREWAY FACILITY COST				
				9,806.10	S0113010 520202SHORE	EQUIPMENT CHARGES				
				1,791,894.67	S0113010 522712	BANK FEES AND SERVICES				
						OPERATOR COMPENSATION SBR				
								CHECK	8355 TOTAL:	1,894,703.85

09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

P 3  
apcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC		
8356	09/28/2018	EFT	3892 T324 INC	IN90580607	09/15/2018		S092818	3,016.75
			Invoice: IN90580607	82168		WEBSITE		
				3,016.75 S0113010 520338		WEBSITE SUPPORT		
						CHECK	8356 TOTAL:	3,016.75
8357	09/28/2018	EFT	5558 ZANKER ROAD RESOURCE	201808380	08/31/2018		S092818	333,773.58
			Invoice: 201808380	82153		DISPOSAL - ZANKER AUG 2018		
				333,773.58 S0113010 522713		DISPOSAL & PROCESSING COSTS		
						CHECK	8357 TOTAL:	333,773.58
8358	09/28/2018	PRTD	8830 AAA BUSINESS SUPPLIE	2030752-0	09/06/2018		S092818	7,499.79
			Invoice: 2030752-0	82191		LONG RANGE PLAN		
				7,499.79 S0113010 520340LRPUL		LONG RANGE PLAN		
						CHECK	8358 TOTAL:	7,499.79
8359	09/28/2018	PRTD	3151 THE ALMANAC	60131	08/31/2018		S092818	1,000.00
			Invoice: 60131	82187		BATTERY PLANNING		
				1,000.00 S0113010 520309BATT		BUSINESS CONSULTANT (HFH)		
						CHECK	8359 TOTAL:	1,000.00
8360	09/28/2018	PRTD	776 AT&T	6505967146-091318	09/13/2018		S092818	537.50
			Invoice: 6505967146-091318	82179		SHOREWAY FACILITY COST		
				537.50 S0113010 522714		SHOREWAY FACILITY COST		
						CHECK	8360 TOTAL:	537.50
8361	09/28/2018	PRTD	2223 THE BANK OF NEW YORK	252-2135383	09/03/2018		S092818	1,650.00
			Invoice: 252-2135383	82176		BANK FEES		
				1,650.00 S0113010 520202		BANK FEES AND SERVICES		
						CHECK	8361 TOTAL:	1,650.00
8362	09/28/2018	PRTD	6921 CLASSIC GRAPHICS	40248	09/19/2018		S092818	9,296.41
			Invoice: 40248	82183		RESIDENTIAL OUTREACH		

09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

P 4  
apcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC		
-----								
				9,296.41	S0113010	520604RES01	PUBLIC EDUCATION/OUTREACH/WORK	
							CHECK	8362 TOTAL: 9,296.41
8363	09/28/2018	PRTD	7504 E-RECYCLING OF CALIF	82172	80480		09/07/2018	S092818 30.70
			Invoice: 80480	30.70	S0113010	480025	E-RECYCLING E-RECYCLING	
				82173	80482		09/07/2018	S092818 85.73
			Invoice: 80482	85.73	S0113010	480025	E-RECYCLING E-RECYCLING	
				82174	80409		09/07/2018	S092818 135.44
			Invoice: 80409	135.44	S0113010	480025	E-RECYCLING E-RECYCLING	
				82175	80514		09/20/2018	S092818 689.48
			Invoice: 80514	689.48	S0113010	480025	E-RECYCLING E-RECYCLING	
							CHECK	8363 TOTAL: 941.35
8364	09/28/2018	PRTD	9019 EDGAR & ASSOCIATES,	82159	18EA246		09/11/2018	S092818 9,338.75
			Invoice: 18EA246	9,338.75	S0113010	520340LRP01	LONG RANGE PLAN LONG RANGE PLAN	
							CHECK	8364 TOTAL: 9,338.75
8365	09/28/2018	PRTD	4424 FOSTER CITY ISLANDER	82188	9818-1015		09/08/2018	S092818 385.00
			Invoice: 9818-1015	385.00	S0113010	520309BATT	BATTERY PLANNING BUSINESS CONSULTANT (HFH)	
							CHECK	8365 TOTAL: 385.00
8366	09/28/2018	PRTD	8718 MADISON GUZMAN	82170	092118MG		09/21/2018	S092818 76.10
			Invoice: 092118MG	76.10	S0113010	522718	ED CENTER EDUCATION CENTER OPERATIONS	
							CHECK	8366 TOTAL: 76.10

09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

P 5  
apcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC			
8367	09/28/2018	PRTD	8585 SHELTER DESIGN BUILD	2277		07/05/2018		S092818	770.00
	Invoice: 2277			82178					
				770.00	S0113010	520905	OFFICE IMPROVEMENTS TENANT IMPROVEMENTS		
							CHECK	8367 TOTAL:	770.00
8368	09/28/2018	PRTD	4383 MARSHALL MORAN	92018		09/21/2018		S092818	7,288.00
	Invoice: 92018			82177					
				7,288.00	S0113010	520309HPM01	FINANCE MGR SUPPORT BUSINESS CONSULTANT (HPH)		
							CHECK	8368 TOTAL:	7,288.00
8369	09/28/2018	PRTD	8690 NICOLE LEE	091818NL		09/18/2018		S092818	28.70
	Invoice: 091818NL			82171					
				28.70	S0113010	520801	VEHICLE MILEAGE AND TOLLS MILEAGE REIMBURSEMENT		
							CHECK	8369 TOTAL:	28.70
8370	09/28/2018	PRTD	2035 NORTHERN CALIFORNIA	1335		09/18/2018		S092818	65.00
	Invoice: 1335			82185					
				65.00	S0113010	520502	TRAINING TRAINING		
							CHECK	8370 TOTAL:	65.00
8371	09/28/2018	PRTD	8845 PUBLIC STORAGE	100118-103118-E603		09/21/2018		S092818	395.00
	Invoice: 100118-103118-E603			82165					
				395.00	S0113010	520340LRPU1	LONG RANGE PLAN LONG RANGE PLAN		
				580.00	S0113010	520340LRPU1	LONG RANGE PLAN LONG RANGE PLAN		
							CHECK	8371 TOTAL:	975.00
8372	09/28/2018	PRTD	5557 RECOLOGY BLOSSOM VAL	180831		09/06/2018		S092818	215,207.87
	Invoice: 180831			82152					
				215,207.87	S0113010	522713	DISPOSAL - BVO AUG 2018 DISPOSAL & PROCESSING COSTS		

09/28/2018 10:16 | CITY OF SAN CARLOS  
 rgarcia | A/P CASH DISBURSEMENTS JOURNAL S092818

P 6  
 apcshdsb

CASH ACCOUNT: S000	110020	WELLS FARGO BANK	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE	VENDOR NAME	DOCUMENT	INVOICE DTL	DESC			
							CHECK	8372 TOTAL:	215,207.87
8373	09/28/2018	PRTD	3022 SCS ENGINEERS	333392	08/31/2018		S092818	607.00	
				82181					
			Invoice: 333392	607.00	S0113010	520608	CLIMATE REGISTRY CLIMATE CHANGE POLICY OPTIONS		
				333394	08/31/2018		S092818	4,290.00	
				82182					
			Invoice: 333394	4,290.00	S0113010	520309HCS02	FRANCHISE ADMINISTRATION BUSINESS CONSULTANT (HPH)		
							CHECK	8373 TOTAL:	4,897.00
8374	09/28/2018	PRTD	4519 SHRED-IT USA	8125545944	09/07/2018		S092818	118.96	
				82193					
			Invoice: 8125545944	118.96	S0113010	520201	OFFICE SUPPLY OFFICE SUPPLIES		
							CHECK	8374 TOTAL:	118.96
8375	09/28/2018	PRTD	5443 SPECIALTY'S CAFE & B	T2423-20023983	09/13/2018		S092818	93.76	
				82192					
			Invoice: T2423-20023983	93.76	S0113010	520503	9/13/18 TAC MTG CONFERENCES & MEETINGS		
							CHECK	8375 TOTAL:	93.76
8376	09/28/2018	PRTD	8956 JOHN WARD VERDUCCI	17248	09/08/2018		S092818	81.75	
				82186					
			Invoice: 17248	81.75	S0113010	520335	BATTERY PLANNING CURBSIDE BATTERY COLLECTION		
							CHECK	8376 TOTAL:	81.75
8377	09/28/2018	PRTD	8773 SWANA CALIFORNIA GOL	090618	09/06/2018		S092818	2,500.00	
				82184					
			Invoice: 090618	2,500.00	S0113010	520511	SPONSORSHIPS SPONSORSHIP AND DONATIONS		
							CHECK	8377 TOTAL:	2,500.00

09/28/2018 10:16  
rgarcia

CITY OF SAN CARLOS  
A/P CASH DISBURSEMENTS JOURNAL S092818

W

7  
pcshdsb

NUMBER OF CHECKS 30 \*\*\* CASH ACCOUNT TOTAL\*\*\* 3,637,758.84

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	20	262,750.94
TOTAL EFT'S	10	3,375,007.90

\*\*\* GRAND TOTAL\*\*\* 3,637,758.84

CP	<input checked="" type="checkbox"/>
ARP	<input checked="" type="checkbox"/>
EFT	<input type="checkbox"/>
Em:ail	<input type="checkbox"/>

PREPARED BY: RG DATE: 9/28/18  
 CHECKED BY: ag DATE: 9/28/18  
 APPROVED BY: ag DATE: 9/28/18  
Michael 12/4/18

ACHS09280001.txt

## STAFF UPDATE

---

### Potential Future Board Agenda Items

*(Meetings at San Carlos Library Conference Room)*

#### **November 15, 2018**

- Annual Board and TAC Holiday Thank You Lunch
- Resolution Approving Bond Refunding Services Contract with Financial Advisor
- Resolution approving 2019 Merit Pool Increase for unrepresented employees
- Resolution Approving Revised Reserve Policy
- Resolution Approving 2019 Shoreway Tip Fee Recommendations
- Resolution Approving unbudgeted additional 1FTE at mid-year FY18/19 Budget
- Resolution Approving 2019 Board Meeting Calendar
- Two-Year Post Fire Report
- Quarterly Investment Report
- Report on Amendment One Discussions
- Discussion on Discontinuing Business Recycling Reporting Ordinance

#### **December, 2018 – No Board Meeting**

#### **January 24, 2019\***

- Election of Board Chair and Vice Chair for 2019
- Resolution Approving SBWMA Financial Audit Reports for Fiscal Year 2018
- Resolution Approving 2019 Board of Directors Meeting Calendar
- Resolution Approving for “Amendment One” items
- Resolution Approving 2019 Public Education Plan
- Resolution Approving Bond Refunding
- Resolution Approving Quarterly Approval of SBR Sort Labor
- Resolution Approving Capital Improvement Plan
- Report on Zero Landfill Committee Programs
- Resolution Approving 3-Year Administrative Services Contract
- Resolution Approving Website Contract
- Mid-Year FY18/19 Budget Review
- Report on Collaboration with Stop Waste RFP for Legislative Services

#### **February 28, 2019\***

- Resolution Approving of Landfill Services Contract
- In-Schools Pilot Program Update (Long Range Plan)
- Report on Public Spaces Pilot Program
- 2016-2017 Schools Environmental Education Program Review



- 2019 Rate Survey

**March 28, 2019\***

- TBD

**April 25, 2019\***

- Resolution Approving FY19/20 Shoreway Facility Insurance
- Review of the First Draft of the FY2019-2020 Budget
- Member Agency Elected Body Approval of Bond Refunding

**May 23, 2019\***

- Resolution Approving FY2019-2020 Budget
- Member Agency Elected Body Approval of Bond Refunding

*\*Pending Board Approval at the November 2018 Board Meeting*