

SEWER AUTHORITY MID-COASTSIDE  
Staff Report

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**Subject / Title:**

Approve Disbursements – September 2009

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**Fiscal Impact:**

\$175,816.44 from Check Detail report.

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**Discussion/Report:**

*The wire transfers, payroll, and electronic debits made in August 2009 were as follows for:*

- Payroll and Payroll Taxes \$142,106.04
- CalPERS Retirement & Deferred Comp Wire Transfers \$ 18,223.99
- VSP, Assurant, & CalPERS Electronic Debits (Health Benefits) \$ 17,497.26

**Highlights of the Check Detail Report for September 2009 include the following:**

- *Macias Gini & O'Connell, LLC - \$16,432.50* - This payment is for services during the preparation and audit of SAM's financial records for FY 08-09.
- *Browning-Ferris Industries - \$15,297.60* - This expense is for biosolids removal at the SAM Plant for two months, July and August 2009.
- *Parsons Accounting - \$7,862.50* - This disbursement is for their accounting services for the months of July and August including assist to the SAM audit for FY 08-09.
- *Romig Engineers, Inc - \$3,350.00* - This is a payment for Geotechnical Services for the underground storm water storage and facility in El Granada.
- *JDB Systems - \$1,560.28* - This disbursement is for calibrations of flow meters at Princeton, Montara and Portola Pump Stations.
- *Corporate Mailing Service Inc - \$751.55* - This expense is for the preparation and ink of the SAM Summer 2009 Newsletter.

There were four (4) payments with pass through costs.

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
72021	9/28/2009	Accountemps	24279203,47625,43720,12773,10452,24313321,45406	11101 · First National	-5,682.15
			Off Asst/Prjct Mgmt/WE 8/14, 8/21, 8/28, 9/4 & 9/11/09	5021007 · Temporary	5,682.15
TOTAL					5,682.15
72035	9/28/2009	ADP, Inc.	Inv 637598,642858 & 647360	11101 · First National	-577.97
			Pyrl Prc 8/21, 8/25 & 9/4/09	5041005 · Payroll Costs	577.97
TOTAL					577.97
72036	9/28/2009	Allied Waste Services ...	Inv 0925-000682686	11101 · First National	-914.33
			Rubbish Coll/Disp 8/01/09 to 8/31/09	5052009 · Solid Waste	914.33
TOTAL					914.33
72049	9/28/2009	Alves Petroleum, Inc.	Aug 09	11101 · First National	-518.37
			Treat/Gas	5152002 · Gasoline	175.52
			Treat/Diesel	5152001 · Diesel	21.59
			Coll/Gas	5152002 · Gasoline	321.26
TOTAL					518.37
72064	9/28/2009	Aspen Publishers	Inv 64259617	11101 · First National	-331.00
			Payroll Mgrs Ltr Sbscrptn Rnwl 12/09 - 11/10	50710 · Printing and Publicati...	331.00
TOTAL					331.00
72055	9/28/2009	AT&T	96075710685550, 65072660295115	11101 · First National	-699.19
			SAM Off/Alrm Sept 09	5132001 · Telephone	699.19
TOTAL					699.19

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72022	9/28/2009	at&t CALNET 2	Inv 000000798402	11101 · First National	-23.59
			Centrex/Coastside Emergency Svcs 7/13/09 to 8/12/09	5132001 · Telephone	23.59
TOTAL					23.59
72037	9/28/2009	Basic Chemical Soluti...	Inv SI5639416	11101 · First National	-4,157.26
			Plant Effluent Dechlorination	5162005 · Chemicals- Bisulfite	4,157.26
TOTAL					4,157.26
72023	9/28/2009	Browning-Ferris Indus...	July-Aug 09	11101 · First National	-15,297.60
			Sludge Removal July & Aug 09	5052009 · Solid Waste	15,297.60
TOTAL					15,297.60
72073	9/28/2009	California State Univer...	Inv 560177	11101 · First National	-156.09
			TCostello CCE & OWP Enrlmnt/Manuals (2)	50810 · Skills Improvements	156.09
TOTAL					156.09
72059	9/28/2009	Cintas Corporation #J88	J88198333, 6059, 6967, 7857, 8773	11101 · First National	-1,251.55
			Janitorial Svcs Aug 09	5051001 · Janitorial	86.92
			Lndry Svc/Coll	5052002 · Laundry Service	160.08
			Lndry Svc/Treat	5052002 · Laundry Service	1,004.55
TOTAL					1,251.55
72056	9/28/2009	Cintas First Aid & Safety	Inv 0156391671	11101 · First National	-1,200.00
			Sfty Trng/Treat Sept 09	5102001 · Safety Training	654.00
			Sfty Trng/Coll Sept 09	5102001 · Safety Training	436.00
			Sfty Trng/Admin Sept 09	5102001 · Safety Training	110.00
TOTAL					1,200.00

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72038	9/28/2009	Coastside County Wat...	Inv 4826-0, 4827-0, 004826000	11101 · First National	-1,288.62
			Mtr 46213525 6/22/09 to 8/20/09	5132004 · Water	64.86
			Mtr 67196760 6/22/09 to 8/20/09	5132004 · Water	1,197.01
			Water Usage/Dedicated Fire Svc 6/22/09 to 8/20/09	5132004 · Water	26.75
TOTAL					1,288.62
72039	9/28/2009	Corporate Mailing Cen...	Inv 9912	11101 · First National	-751.55
			Summer 09 Nwsltr/Prep/Ink	5172004 · Public Outreach Ge...	751.55
TOTAL					751.55
72040	9/28/2009	CSRMA c/o Alliant Ins...	Inv 2135	11101 · First National	-622.84
			Deductible Recovery Claim #1453668	5121006 · Claims	622.84
TOTAL					622.84
72041	9/28/2009	Grainger	Inv 9064447247	11101 · First National	-537.25
			Pry Bar/Meter Hng Kit/Pwr Bolt/RW Pilot Plant	5202001 · Mechanical Tools	182.66
			Air Hose/RW Pilot Plant	5182005 · Plant Equipment	354.59
TOTAL					537.25
72066	9/28/2009	H.M.B Building & Gard...	Inv 165802	11101 · First National	-4.37
			Vlv Bx/Rtn	5162003 · General	-5.22
			Cement Quik Mix	5184008 · Sewer Line- MWSD	9.59
TOTAL					4.37
72074	9/28/2009	Half Moon Bay Alarm	Inv 27397	11101 · First National	-100.00
			Alarm Monitoring Oct 2009	5142006 · Alarm System	100.00
TOTAL					100.00

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72042	9/28/2009	Half Moon Bay Auto P...	Inv 785570	11101 · First National	-116.59
			Hoses/SAM 8	5182002 · Vehicles	116.59
TOTAL					116.59
72043	9/28/2009	IEDA,Inc.	Inv 15550	11101 · First National	-858.20
			Labor Relations Consulting Sept 09	5041001 · Personnel Assistance	858.20
TOTAL					858.20
72050	9/28/2009	Iron Mountain	Inv ASS7453	11101 · First National	-313.22
			Storage Svcs Sept 09	5041006 · Other Professional ...	313.22
TOTAL					313.22
72044	9/28/2009	Irvine Consulting Serv...	Inv 66491, 66538	11101 · First National	-255.00
			On Site Svcs/Backup Exec/Securetide Svc Sept 09	5054004 · Technical/ Consulti...	255.00
TOTAL					255.00
72045	9/28/2009	JDB Systems	Inv 6282, 6266	11101 · First National	-1,560.28
			EchoMax XRS 5 Transducer	5182005 · Plant Equipment	527.18
			Calibration Prnctn & Prtla PS	5052005 · Calibration	1,033.10
TOTAL					1,560.28
72033	9/28/2009	Jim Harvey	8/24/2009	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00

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72032	9/28/2009	John Muller	Aug 24 2009	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00
72024	9/28/2009	Kemira Water Solutions	Inv 9017071464	11101 · First National	-3,676.60
			Ferric Chloride/Odor Cntrl/SAM Plant	5162008 · Chemicals- FeCl3	3,676.60
TOTAL					3,676.60
72077	9/28/2009	Krystal Kleen	Inv 9099	11101 · First National	-700.00
			Janitorial Svcs for Sept 09	5051001 · Janitorial	700.00
TOTAL					700.00
72051	9/28/2009	Lab Safety Supply	Inv 1014021346,21401 & 76291	11101 · First National	-1,183.31
			Prsnl Protective Equip for Stock	5102003 · Personal Safety Eq...	783.26
			Pipet Replaced	5172003 · Lab General	400.05
TOTAL					1,183.31
72075	9/28/2009	Lee Buffington, Tax C...	Parcel# 048-240-040	11101 · First National	-714.86
			Mosquito/Weed Abatement 7/1/09 - 6/30/10	5142008 · Permits, Licenses a...	714.86
TOTAL					714.86
72028	9/28/2009	Leonard Woren	8/24/09	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00

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72067	9/28/2009	Macias Gini & O'Conn...	Inv 30137 & 30138	11101 · First National	-16,432.50
			Svs Aug 09 Prep/Audit FY ending 6/30/09	5041006 · Other Professional ...	16,432.50
TOTAL					16,432.50
72031	9/28/2009	Marina Fraser	8/24	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00
72046	9/28/2009	McMaster-Carr Supply...	Inv 35986134, 37143989, 37264482	11101 · First National	-213.68
			Welding Gloves/J Wade	5102003 · Personal Safety Eq...	57.13
			Cam/Groove restock	5182005 · Plant Equipment	156.55
TOTAL					213.68
72027	9/28/2009	MCTV6	8/24/09	11101 · First National	-575.00
			Taping 8/24/09 SAM Bd Mtg	5054004 · Technical/ Consulti...	575.00
TOTAL					575.00
72057	9/28/2009	Montara Water and Sa...	Acct #83-0010-0	11101 · First National	-160.98
			Montara PS Water Usage	5132004 · Water	160.98
TOTAL					160.98
72052	9/28/2009	Olin Corp. - Chlor Alkali	Inv 1190238, 2173 & 2172	11101 · First National	-7,844.15
			Hypo/Odor Control/SAM Plant/PS	5162006 · Chemicals- NaOCL...	7,844.15
TOTAL					7,844.15

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72060	9/28/2009	Palo Alto Hardware Inc.	<b>Aug 09</b>	<b>11101 · First National</b>	<b>-447.11</b>
			Safety Shoes/N Sandoval	5102002 · Safety Shoes	152.94
			Skimmer/Paint/Elec Sppls/RW Pilot Prjct Prts	5182005 · Plant Equipment	266.66
			Light Bulb	5184009 · Lift Station- HMB	4.99
			Flashlight Bulb	5202001 · Mechanical Tools	4.82
			Wiring/SAM 2 & 7	5182002 · Vehicles	17.70
TOTAL					447.11
72025	9/28/2009	Parsons Accounting	<b>Inv 15105 &amp; 15130</b>	<b>11101 · First National</b>	<b>-7,862.50</b>
			Accounting Svcs July/Aug 2009	5041006 · Other Professional ...	7,862.50
TOTAL					7,862.50
72054	9/28/2009	Peterson Power Syste...	<b>Inv R1920906</b>	<b>11101 · First National</b>	<b>-14,526.88</b>
			Gen Rntl/SAM Plant 8/23/09 to 9/22/09	5182005 · Plant Equipment	14,526.88
TOTAL					14,526.88
72053	9/28/2009	PG & E	<b>Jul - Aug 09</b>	<b>11101 · First National</b>	<b>-23,287.21</b>
			Electric/Treat 7/15/09 to 8/21/09	5132002 · Electric	23,255.03
			Gas/Treat 7/15/09 to 8/12/09	5132003 · Natural Gas	32.18
TOTAL					23,287.21
72068	9/28/2009	Polydyne, Inc.	<b>Inv 489330</b>	<b>11101 · First National</b>	<b>-2,300.00</b>
			Poly/Sludge Dewatering	5162007 · Chemicals- Polymer	2,300.00
TOTAL					2,300.00
72034	9/28/2009	ProjectBlueprint	<b>Inv 190, 196</b>	<b>11101 · First National</b>	<b>-1,485.00</b>
			Comm Outreach/CWM Prod/Copy/Press Release	5172004 · Public Outreach Ge...	1,485.00
TOTAL					1,485.00

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72061	9/28/2009	Rain for Rent Bay Area	Inv 045022001	11101 · First National	-1,516.18
			Gen Rntl/Mntra LS 8/04/09 to 8/31/09	5184011 · Lift Station- MWSD	1,516.18
TOTAL					1,516.18
72030	9/28/2009	Ric Lohman	August 24, 2009	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00
72047	9/28/2009	Rogue Web Works	Inv 663	11101 · First National	-30.00
			Minutes/Website SAM	5041006 · Other Professional ...	30.00
TOTAL					30.00
72069	9/28/2009	Romig Engineers, Inc.	Inv 2327-1	11101 · First National	-3,350.00
			Geotech Invstgtn/Permit Groutng of Borings	5041003 · Engineering Fees	3,350.00
TOTAL					3,350.00
72026	9/28/2009	San Mateo County Mo...	Inv 083109, 073109	11101 · First National	-287.08
			Mosquito Abatement July/August 09	5052004 · Inspections	287.08
TOTAL					287.08
72070	9/28/2009	San Mateo County Pu...	Inv 46481	11101 · First National	-1,277.10
			Enterolert Test Aug 09	5052003 · Outside Lab Analysis	1,277.10
TOTAL					1,277.10
72029	9/28/2009	Scott Boyd	Aug 24 09	11101 · First National	-100.00
			Attendance SAM Bd Mtg 8/24/09	50110 · Directors Fees	100.00
TOTAL					100.00

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72080	9/28/2009	Sidley, Austin LLP	Inv 29047059	11101 · First National	-5,098.21
			Prfsnl Svcs/ Aug 09	5041004 · Legal Services	5,098.21
TOTAL					5,098.21
72078	9/28/2009	SRT Consultants	Inv 1020.78, 1020.79	11101 · First National	-33,980.00
			Svcs RW Study/WWFMP August 09	5041003 · Engineering Fees	33,980.00
TOTAL					33,980.00
72079	9/28/2009	Steven Melo, Inc.	Inv 21360,21361,21425,21426	11101 · First National	-380.00
			Yd Maint/SAM Plant Aug & Sept 09	5182003 · Building and Grounds	200.00
			Yd Maint/Prnctn & Prtla PS Aug & Sept 09	5182004 · Pump Station	180.00
TOTAL					380.00
72071	9/28/2009	Strawflower Electronic...	Inv 102351 & 105468	11101 · First National	-23.20
			Camera Part/SAM 8	5184012 · SAM Collection Eq...	6.87
			Flash Drive/Gen Set	5184008 · Sewer Line- MWSD	16.33
TOTAL					23.20
72076	9/28/2009	Terminix	Inv 289165834	11101 · First National	-190.00
			Pest Control/SAM Plant August 09	5182003 · Building and Grounds	190.00
TOTAL					190.00
72065	9/28/2009	Tim Costello	CWEA Meeting	11101 · First National	-175.00
			CWEA Mtg 9/17/09 TCostello & GLong	50810 · Skills Improvements	70.00
			CWEA Mtg 9/17/09 PMcGowan & NSandoval	50810 · Skills Improvements	70.00
			CWEA Mtg 9/17/09 JTracy	50810 · Skills Improvements	35.00
TOTAL					175.00

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72048	9/28/2009	USA Blue Book	Inv 886851 & 892512	11101 · First National	-1,773.18
			RW Pilot Plant/Pump	5182005 · Plant Equipment	1,773.18
TOTAL					1,773.18
72072	9/28/2009	USA Mobility	Inv S6196900I	11101 · First National	-69.65
			Pager Svcs 9/10 /09 - 10/10/09	5142005 · Pagers	69.65
TOTAL					69.65
72062	9/28/2009	USBank	8/09	11101 · First National	-7,501.17
			Wire Shelving/Chem Closet	5181001 · Office Equipment	202.22
			Coffee Sppls/Paper Twls/Rstrm Sppls	5111005 · General Supplies	204.06
			Copy Paper/Highlighters/Binder Clips	5111003 · Office Supplies	149.88
			Cordless Mouse/Toner Cart	5111004 · Computer Supplies	202.80
			Coastside/DSL July 09	5111004 · Computer Supplies	82.95
			AWWA 2008 Rate Survey/CD Rom Set	50710 · Printing and Publicati...	461.38
			Cnfrnc Calls/WWFMP/RW/SRT	5132001 · Telephone	47.20
			CASA Conf 8/11-8/15/09 Trvl/Mls/Ldgl/Reg JFoley	50910 · Meetings and Travel	1,595.03
			Residual Tests/Lab	5172003 · Lab General	529.50
			Pre-Treat Insp Manual- TPullin	50810 · Skills Improvements	52.24
			Washdown Monitor/Prtla PS	5182004 · Pump Station	3,080.00
			Misc/Credit Due to Acct	145 · Other Receivables	710.16
			Pre-Treat Insp Manual- DPartida	50810 · Skills Improvements	52.24
			Video/DVD Collection Systems - NSandoval	50810 · Skills Improvements	131.51
TOTAL					7,501.17
72063	9/28/2009	White Lotus Design	Inv 5115	11101 · First National	-340.00
			CWM/Graphic Design/Spring-Summer 09	5172004 · Public Outreach Ge...	340.00
TOTAL					340.00

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72058	9/28/2009	Xerox Corporation	Inv 042878200	11101 · First National	-598.87
			Mtr Rdg/B&W/Clr Copies 7/22/09 to 8/30/09	5141003 · Copy Machine	598.87
TOTAL					598.87