

PAYROLL & MATERIAL CLAIMS REPORT

Payroll & Material Claims				Employee Count					
Date	Payroll	Vendor	Total	Full-time	Half-time	Part-time	Seasonal	Elected	Total
Feb-19	\$3,505,370.71	\$3,127,212.92	\$6,632,583.63	520	13	131	0	7	671
Mar-19	\$3,511,276.04	\$1,719,025.40	\$5,230,301.44	523	13	136	0	7	679
Apr-19	\$3,671,958.30	\$2,662,675.28	\$6,334,633.58	521	13	155	11	7	707
May-19	\$5,086,731.40	\$3,442,073.78	\$8,528,805.18	519	14	158	65	7	763
Jun-19	\$3,694,335.28	\$1,806,973.94	\$5,501,309.22	519	14	175	67	7	782
Jul-19	\$3,638,409.15	\$4,218,179.65	\$7,856,588.80	522	14	168	63	7	774
Aug-19	\$3,751,348.38	\$5,373,699.19	\$9,125,047.57	521	14	166	53	7	761
Sep-19	\$3,635,686.91	\$3,617,304.62	\$7,252,991.53	522	14	172	8	7	723
Oct-19	\$3,786,132.73	\$3,930,327.44	\$7,716,460.17	525	13	160	1	7	706
Nov-19	\$5,351,191.85	\$3,991,798.33	\$9,342,990.18	526	13	162	1	7	709
Dec-19	\$3,726,272.51	\$4,273,968.36	\$8,000,240.87	526	13	146	0	7	692
Jan-20	\$3,886,422.68	\$3,190,448.65	\$7,076,871.33	525	13	143	0	7	688
Feb-20	\$3,672,896.72	\$2,645,111.02	\$6,318,007.74	524	13	145	0	7	689
<i>1 mo. change:</i>				-1	0	2	0	0	1

DATE: March 5, 2020

1. Total payroll and material claims: **\$6,318,007.74**

Of which: Payroll related: \$3,672,896.72 [689 employees (+1)]
Vendor claims: \$2,645,111.02

2. Large Vendor claims:

Hydro Specialties Company	263,031.93	Water- Itron 100W+ ERT Meters; Utilities- Watersmart Annual Fee & Supplies
Asphalt Zipper	169,600.00	Water- Asphalt Zipper AZ480X-200E
Zions Bank	200,489.43	Animal Shelter Bond Payment
Zions Bank	135,415.27	WPC Bond 2012D Payment
Zions Bank	354,132.17	WPC Bond 2015A Payment
Wells Fargo Purchase Card	251,844.62	February P-card cycle(transactions; report on reverse)
Bannock Co. Solid Waste	101,204.37	Sanitation - Landfill fees
Idaho Power Co	142,481.59	Multiple Funds - electric utility
Intermountain Gas	23,091.25	Multiple Funds - utility
Pocatello City of- Utility Bill Dept.	4,070.55	Multiple Funds -Water, Sewer, Garbage
Remaining Large Vendor Claims		
Blue Cross of Idaho	15,798.20	Retiree & Cobra Medical Premiums
Compass Minerals America Inc	16,728.15	Street- Salt
Construction Services Inc	61,180.00	Sanitation- Washbay Contractor Fees Pay App #11
Conrad & Bischoff Inc.	59,624.06	Fuel Fund- Fuel
Deaton & Company Chartered	13,000.00	Finance- FY2019 Audit Svcs thru Dec
First American Title Co	36,879.00	Fed. Aid Project- Hawthorne/Quinn Rd Closing Settlement
Idaho Department of Water Resources	50,873.99	Water- Aquifer Recharge; NonDept- Water Rights Lease Admin Fees
Idaho Materials & Construction-Poc	16,495.00	Street- Northgate Pavement Marking & Thermoplastic Supplies
Intermountain Claims	35,177.28	Workers Comp Monthly Admin Fees
Land View Inc	13,351.80	WPC- Alum Supply
LHTAC	28,328.87	Fed. Aid Project- Carson St Bridge Project
Mickelsen Construction Inc	34,565.71	Water - Road Base, D-Pile
Old Town Pocatello (B.I.D.)	14,087.81	BID-Business Improvement District Pass Thru Revenues(Feb)
Pocatello Fire Fighters Local 187	19,888.83	Fire & Amb- Legal Fees
Platt Electric Supply (Rexex)	10,507.88	Sanitation/Street- Parking Bldg Lights & Remote, Other Electrical Supplies
Salt Lake Wholesale Sports	40,547.42	Police- Ammo, Liftgate Svc
Sierra Works	36,332.07	Lead Grant- Lead Hazard Project & Trmg; CDBG- Sidewalk Program
Somach Simmons & Dunn	12,127.94	Water- Legal Fees (Jan)
Stotz Equipment	11,531.61	Airport- Mower
Summit National Bank	11,495.04	Water- Doc. Fee & pmt 1 of 6 for Loader
T-O Engineering Company	27,026.86	Airport Construction- Taxiway, Apron, & Other Projects;
Western Recycling	31,782.98	Sanitation- Recycle Charges
Young CDJR of Burley	28,508.00	Airport- 2020 Dodge Ram 2500
Large Vendor Subtotal	\$2,271,199.68	Explains 85.86% of all vendor claims

Of note: Total vendor claims for the month of February FY 2020 were down \$482,101.90 compared to February FY 2019. This month reflected bond payments, insurance, capital construction expenses, equipment, fuel, vehicles, repairs, supplies, and utility payments. It was a typical payroll month with 2 payrolls. Employee count reflected changes in full-time & part-time this month with a net increase of 1. The Wells Fargo Purchase Card Program totaled \$251,844.62 in a 33-day cycle with 1,360 transactions, summarized below:

February Purchase Card Activity Report

1. Cycle statistics:

Purchase Card Activity Summary					
Cycle Date	# Transactions	Amount	Avg Transaction Size	# of Cardholders	# of Cardholders with Transactions
Feb-19	1,271	\$277,999.14	\$218.72	265	162
Mar-19	1,117	\$296,366.15	\$265.32	263	161
Apr-19	1,478	\$426,974.58	\$288.89	270	179
May-19	1,359	\$272,961.92	\$200.85	271	157
Jun-19	1,343	\$294,846.60	\$219.54	266	172
Jul-19	1,138	\$315,950.13	\$277.64	265	162
Aug-19	1,239	\$266,472.64	\$215.07	263	164
Sep-19	1,445	\$499,087.14	\$345.39	261	183
Oct-19	1,213	\$554,582.88	\$457.20	264	167
Nov-19	1,192	\$327,732.07	\$274.94	265	159
Dec-19	1,114	\$277,388.22	\$249.00	267	153
Jan-20	836	\$258,000.99	\$308.61	264	150
Feb-20	1,360	\$251,844.62	\$185.18	269	163

Cycle dates went 1/18/2020 thru 2/20/2020 (33 days)

2. Transactions > \$10,000:

These 3 purchase agents had monthly totals greater than \$10,000, composed of multiple smaller purchases:

Scharfen, Beau -WPC	\$ 33,367.58	Gen#1 Head Replacement, Digester Heat Valves, Boiler Compound, Electrical Heater Parts, Light Kits, Heaters, Chem, Grease Flanges, Valves, Seals Hour Meter, Switches, Filters, Ice Melt, Cleaning Wipes, Brushes, Grinding Disks, Tape, Electrical Parts, Carb Kits, Batteries, other parts & supplies.
Hoskins, Andres -Transit	\$ 19,542.29	Tires, Brakes, Lights, Paint, Decals, other parts & supplies.
Figueroa, Juan - I.T.	\$ 18,192.89	Surface Go, Surface Pros, Monitors, Cables, Computers, Processors, Software Licenses, Voice Recorders, other parts & supplies.