



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Cheryl Stafford, Finance Manager
Lincoln Bogard, Administrative Services Director

MEETING DATE: February 11, 2025

SUBJECT: Receive and File Accounts Payable and Payroll Warrants Issued in the Month of December 2024

RECOMMENDATION:

Receive and file the warrants for period ending December 31, 2024, per California Government Code Section 37208.

BACKGROUND:

Staff compiles a monthly report to include accounts payable and payroll warrants issued.

JUSTIFICATION:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued During Month	193666-193994	\$2,333,052.11	
Voided/Reissue Check		\$ 11,131.55	
Check Total			\$2,321,920.56
Wires Total	1160-1161		\$1,668,208.66
ACH Payments:	9008116-9008145		
Payroll Direct Deposit	12/13/2024	\$ 623,451.88	
Payroll Direct Deposit	12/27/2024	\$ 617,891.07	
Other Payments		\$1,507,348.24	
ACH Total			\$2,748,691.19
Payroll Checks:	13743-13768		
Payroll-Manual	12/05/2024	\$ 6,423.69	
Payroll-Regular	12/13/2024	\$ 2,496.23	
Payroll-Regular	12/27/2024	\$ 2,765.72	
Payroll Check Total			\$ 11,685.64

Total Warrants Issued for December 2024			\$ 6,750,506.05
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FISCAL IMPACT:

No fiscal impact.

ALTERNATIVES:

Receive and file the warrants for period ending December 31, 2024.

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Attachment 1 - Fund List_Updated 10.11.23.pdf](#)
2. [Attachment 2-Warrant Report December 2024.pdf](#)
3. [Attachment 3-Warrant Report Detail December 2024.pdf](#)
4. [Attachment 4-Void Check Log, Payroll Log and Payroll Registers.pdf](#)