



**CITY OF BANNING
STAFF REPORT**

TO: CITY COUNCIL

FROM: Robert Fisher, Acting City Manager

PREPARED BY: Michelle Green, Finance Director
Michelle Green, Interim Administrative Services Director

MEETING DATE: April 22, 2025

SUBJECT: Receive and File Accounts Payable and Payroll Warrants Issued in the Month of February 2025

RECOMMENDATION:

Receive and file.

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	194377-194711	\$3,029,887.98	
Voided/Reissue Checks		\$ 0.00	
Check Total			\$3,029,887.98
Wires Total	1163-1165		\$1,789,975.92
ACH Payments:	9008180-9008209		
Payroll Direct Deposit	02/07/2025	\$ 620,881.73	
Payroll Direct Deposit	02/21/2025	\$ 619,626.51	
Other Payments		\$1,910,430.26	
ACH Total			\$3,150,938.50
Payroll Checks:	13793-13813		
Payroll-Regular	02/07/2025	\$ 2,528.23	
Payroll-Regular	02/21/2025	\$ 1,808.28	
Payroll Check Total			\$ 4,336.51
Total Warrants Issued for February 2025			\$ 7,975,138.91

FISCAL IMPACT:

No fiscal impact.

ALTERNATIVES:

Receive and file the warrants for period ending February 28, 2025.

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Attachment 1 - Fund List_Updated 10.11.23.pdf](#)
2. [Attachment 2-Warrant Report February 2025.pdf](#)
3. [Attachment 3-Warrant Report Detail February 2025.pdf](#)
4. [Attachment 4-Void Check Log, Payroll Log and Payroll Registers.pdf](#)