



**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 13, 2024

SUBJECT: Accounts Payable and Payroll Warrants Issued in the Month of December 31, 2023

RECOMMENDATION:

Review and ratify the warrants for period ending December 31, 2023, 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	189488-189800	\$1,924,963.93	
Voided/Reissue Check		\$ 3,204.75	
Check Total			\$1,921,759.18
Wires Total	1132		\$1,886,530.07
ACH Payments:	9007732-9007754		
Payroll Direct Deposit	12/01/2023	\$ 617,862.32	
Payroll Direct Deposit	12/15/2023	\$ 646,056.36	
Payroll Direct Deposit	12/29/2023	\$ 625,361.03	
Other Payments		\$1,253,908.81	
ACH Total			\$3,143,188.52
Payroll Checks:	13323-13360		
Payroll-Regular	12/01/2023	\$ 3,326.50	
Payroll-Regular	12/15/2023	\$ 5,185.94	
Payroll-Regular	12/29/2023	\$ 6,630.04	
Payroll Check Total			\$ 15,142.48

Total Warrants Issued for December 2023			\$6,966,620.25
--	--	--	-----------------------

FISCAL IMPACT:

No fiscal impact.

ALTERNATIVES:

Approve and ratify the warrants for period ending December 31, 2023.

ATTACHMENTS:

1. [Attachment 1 - Fund List 10.11.23.pdf](#)
2. [Attachment 2-Warrant Report December 2023.pdf](#)
3. [Attachment 3-Warrant Report Detail December 2023.pdf](#)
4. [Attachment 4-Void Check Log, Payroll Log and Payroll Registers.pdf](#)