

Memorandum

REPORT TO:	City Commission
FROM:	Rhonda Edwards, Accounts Payable Clerk Serena Axelson, Accounts Payable Clerk Aaron Funk, City Controller Melissa Hodnett, Finance Director
SUBJECT:	Accounts Payable Claims Review and Approval
MEETING DATE:	January 27, 2026
AGENDA ITEM TYPE:	Finance
RECOMMENDATION:	The City Commission is recommended to make a motion and approve payment of claims as presented.
STRATEGIC PLAN:	7.5. Funding and Delivery of City Services: Use equitable and sustainable sources of funding for appropriate City services, and deliver them in a lean and efficient manner.
BACKGROUND:	Montana Code Annotated, Section 7-6-4301 requires claims to be presented to the City Commission within one year of the date the claims accrued. Claims presented to the City Commission under this item have been reviewed and validated by the Finance Department. The Department has ensured that all goods and services have been received along with necessary authorizations and supporting documentation. Please provide approval for checks dated January 28, 2026.
UNRESOLVED ISSUES:	None
ALTERNATIVES:	The City Commission could decide not to approve these claims or a portion of the claims presented. This alternative is not recommended as it may result in unbudgeted late fees assessed against the City.
FISCAL EFFECTS:	The total amount of the claims to be paid is presented at the bottom of the Expenditure Approval List posted on the City's website at https://www.bozeman.net/departments/finance/purchasing .

Report compiled on: August 21, 2024