



**BUSINESS OF THE CITY COUNCIL
YAKIMA, WASHINGTON
AGENDA STATEMENT**

Item No. 7.C.
For Meeting of: December 9, 2025

ITEM TITLE: Approve payment of disbursements for the period November 1 - 30, 2025

SUBMITTED BY: Craig Warner, Director of Finance and Budget

SUMMARY EXPLANATION:

RCW 42.24 specifies the process for audit and review of payroll and claims payments for the City. RCW 42.24.180 requires the review and approval of all payments at a regularly scheduled public meeting on a monthly basis. The State Budgeting, Accounting and Reporting Systems (BARS) Manual outlines the following format for approval by the City Council.

REPORT OF DISBURSEMENTS: The following amounts were budgeted, and sufficient funds were available to cover these payments:

Electronic Payments - Key Bank	#1024 - 1034	\$ 11,564,985.76
Electronic Payments - US Bank	#13896 - 13925	\$ 8,751,459.19
Electronic Purchasing Card	November, 2025	\$ 150,973.44
Accounts Payable Checks	#208992 - 209485	\$ 3,758,848.23
Payroll Account Checks	#442510 - 443286	\$ 200,434.34
Payroll Account Checks - Cayenta	#6262 - 6282	\$ 109,780.55

Background and description of this process is attached.

ITEM BUDGETED: N/A

STRATEGIC PRIORITY 24-25: A Resilient Yakima

RECOMMENDATION: Approve disbursements.

ATTACHMENTS:

[Disbursement_Approval_Process_-_Council_monthly_attachment.pdf](#)