



AGENDA

BUDGET AND FINANCE COMMITTEE

BANNING, CALIFORNIA

June 20, 2023

5:00 p.m.

In Chambers and via Zoom

Council Chambers
99 E. Ramsey Street
Banning, CA 92220

This meeting is being held in Chamber and via Video/Teleconference on Zoom so that members of the public may observe and participate in this meeting electronically. If you choose to participate in this meeting via Zoom, you are agreeing to abide by the City's Zoom Community Standards for Public Meetings (provided in full on the last page of the agenda). Esta reunión se lleva a cabo en la Cámara y a través de Video/Teleconferencia en Zoom para que los miembros del público puedan observar y participar en esta reunión de manera electrónica. Si elige participar en esta reunión a través de Zoom, acepta cumplir con los Estándares comunitarios de Zoom para reuniones públicas de la ciudad (que se proporcionan en su totalidad en la última página de la agenda).

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<https://us02web.zoom.us/j/82025635318?pwd=OEZSQ3paaENLby83N2xVQkFjamhwUT09>

Meeting ID: 820 2563 5318

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1. CALL TO ORDER

Roll Call – *Committee Members Wallace, Flynn, and Chair Geronimo*

2. PUBLIC COMMENTS AND CITY TREASURER REPORT

2.1. PUBLIC COMMENTS – *Matters Within the Purview of the Committee*

2.2. CITY TREASURER REPORT

2.3. COMMITTEE MEMBER REPORTS

2.4. ADMINISTRATIVE SERVICES DIRECTOR REPORT

3. ACTION ITEMS

3.1. Approval of Budget and Finance Committee Meeting Minutes for May 16, 2023..... **5**

4. REPORTS OF OFFICERS

- 4.1. FY 2023-24 Recommended Citywide Mid-Cycle Budget **9**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file the FY 2023-24 Recommended Citywide Mid-Cycle Budget report and provide recommendation for City Council to adopt at the next meeting.

- 4.2. Receipts, Disbursements, and Fund Balance Report **12**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file report on Receipts, Disbursements, and Fund Balances for April 2023.

- 4.3. Investment Report (April) **14**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Investment Report for April 2023.

- 4.4. Investment Report (May) **16**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Investment Report for May 2023.

- 4.5. Warrant Report (April) **18**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for April 2023.

- 4.6. Warrant Report (May) **20**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for May 2023.

5. DISCUSSION ITEM(S)

None.

6. ITEMS FOR FUTURE AGENDAS

- 6.1. Receipts, Disbursements, and Fund Balance Report
- 6.2. Warrant Report
- 6.3. Investment Report
- 6.4. New Items

7. ADJOURNMENT

Next Regular Meeting – TBD: July 18, 2023 or August 15, 2023 or September 19, 2023 (due to Council summer recess).

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- Your microphone must remain on mute, and you may only unmute your microphone when/if you are recognized by the Chair.
- Your camera must be turned off unless/until you are recognized by the Chair.
- To indicate a desire to make Public Comment, you must use the Raise Hand function. The Chair will not recognize those who have not used the Raise Hand function.
- Public Comment from Zoom attendees will immediately follow in person comment from members of the public in Council Chambers.
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- The chat function will be disabled for all City Council meetings on Zoom.

Estándares comunitarios de Zoom para Reuniones Públicas

Al participar en esta reunión en Zoom, usted acepta cumplir con los Estándares Comunitarios para Reuniones Públicas de la ciudad de Banning. Los que atienden por Zoom que no cumplan con estos estándares pueden ser retirados de la sala de reuniones.

- Su micrófono debe permanecer en silencio, y solo puede reactivar su micrófono cuando / si es reconocido por el presidente.
- Su cámara debe estar apagada a menos que sea reconocido por el presidente.
- Para indicar el deseo de hacer un Comentario Público, debe utilizar la función Levantar la mano. El presidente no reconocerá a quienes no hayan utilizado la función Levantar la mano.
- Los comentarios públicos de lo que atienden por Zoom seguirán inmediatamente los comentarios en persona de los miembros del público en las Cámaras del Consejo.
- Si no cumple con estas pautas de la comunidad, es posible que lo destituyan por interrumpir la reunión que tiene lugar en las Cámaras del Consejo. Puede volver a unirse a la reunión, pero es posible que lo eliminen por cada violación de estos estándares de la comunidad.
- La función de chat estará deshabilitada para todas las Reuniones del Ayuntamiento en Zoom.

AFFIDAVIT • DECLARACIÓN JURADA

IT IS HEREBY CERTIFIED under the laws of the State of California that the above agenda was posted on the City's website (www.banningca.gov) as well as the Bulletin Board at Banning City Hall, located at 99 E Ramsey Street, Banning, CA 92220 by 5:00 P.M. on the 16th day of June, 2023.



Lincoln Bogard
Administrative Services Director

PUBLIC NOTICE • NOTICIA PÚBLICA

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Public Comment

Agenda Items

Any member of the public may address this meeting of the City Council on any item appearing on the agenda. A five-minute limitation shall apply to each member of the public and no member of the public shall be permitted to share their time with any other person.

Special Assistance/Accessibility Requests

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CONTACT • CONTACTO

Office of the City Clerk • 951-922-3102 • CityClerks@banningca.gov
99 East Ramsey Street, Banning, California 92220



**MINUTES
BUDGET & FINANCE COMMITTEE**

**5/16/2023
REGULAR MEETING**

COMMITTEE MEMBERS PRESENT: Committee Member Sheri Flynn
Chair Alejandro Geronimo
Committee Member Colleen Wallace

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Lincoln Bogard, Administrative Services Director
Laurie Sampson, Assistant City Manager
A'ja Wallace, Deputy Finance Director
John Garside, Multimedia Specialist

1. CALL TO ORDER

Chair Geronimo called the meeting to order at 5:00 p.m.

Roll Call

COMMITTEE MEMBER	PRESENT	ABSENT
Flynn, Sheri	X	
Geronimo, Alejandro	X	
Wallace, Colleen	X	

2. PUBLIC COMMENTS AND CITY TREASURER REPORT

2.1. PUBLIC COMMENTS
None

2.2. CITY TREASURER REPORT
Last Council Meeting it was determined that Council will create policies and guidelines for the Budget and Finance Committee.

2.3. COMMITTEE MEMBER REPORTS
None

2.4. ADMINISTRATIVE SERVICES DIRECTOR REPORT

Reaffirmed that guidelines are not to limit information presented to the Budget and Finance Committee. However, they will be to outline the duties of the Administrative Services Director. Additionally, clarified the delegation of oversight of City funds.

3. ACTION ITEMS

- 3.1. Approval of Budget and Finance Committee Meeting Minutes for April 18, 2023.

Motion to approve the meeting minutes.

Motion by Committee Member Wallace

Seconded by Committee Member Flynn

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT
Flynn, Sheri	X			
Geronimo, Alejandro	X			
Wallace, Colleen	X			

Motion passed by a vote of 3-0

4. REPORTS OF OFFICERS

- 4.1. FY 2023-24 Proposed Citywide Mid-Cycle Budget

Administrative Services Director Lincoln Bogard was to present the staff report. The item has been continued to the next meeting.

Public Comments

None

- 4.2. Receipts, Disbursements and Fund Balance Report

Administrative Services Director Lincoln Bogard was to present the staff report. The item has been continued to the next meeting.

Public Comments

None

- 4.3. Investment Report

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments
None

4.4 Warrant Report

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments
None

5. **DISCUSSION ITEMS(S)**

Macro-economic factors that may impact the budgeted results for FY 2023-24 and beyond. Mentioned specifically the concerns with the Debt Ceiling and how it may impact the Country and the dollar.

6. **FUTURE AGENDA ITEMS**

- 6.1. FY 2023-24 Citywide Recommended Mid-Cycle Budget
- 6.2. Receipts, Disbursements and Fund Balance Report
- 6.3. Investment Report (April, May)
- 6.4. Warrant Report (April, May)
- 6.5. New Items

7. **ADJOURNMENT**

Committee Chair Geronimo adjourned the meeting at 6:56 p.m.

Next Regular meeting scheduled for June 20, 2023

Minutes Prepared by:



A'ja Wallace, Deputy Finance Director

This entire meeting may be viewed here:

<https://banninglive.viebit.com/index.php?folder=Budget+and+Finance>

All documents related to this meeting are available here:

<https://banningca.gov/Archive.aspx?ADID=2837>

ATTACHMENTS:

[FY 2023-24 Proposed Citywide Mid-Cycle Budget](#)

[Receipts, Disbursements and Fund Balance Report](#)



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Fiscal Year 2023-24 Recommended Mid-Cycle Budget

RECOMMENDATION:

Receive and file the Fiscal Year 2023-24 Recommended Mid-Cycle Budget Reports and provide recommendation for City Council to adopt at the next meeting.

BACKGROUND:

Fiscal staff has tentatively finalized the process of preparing the FY 2023-24 Mid-Cycle Budget. This is the final iteration that will be presented to the Budget & Finance Committee (BFC) as well as to the City Council. The first budget presented was a Preliminary General Fund Budget. The second was the Citywide Proposed Budget. This third budget is the Recommended Citywide Budget. As stated previously, staff endeavored to hone the budget throughout the process to minimize losses.

Staff have identified approximately \$2.0 million for the General Fund to close the Adopted Budget Net Loss of about \$2.4 million for FY 2023-24 that was approved in June of 2022. We looked for additional revenue opportunities and expenditure cuts to help close the General Fund Adopted Budget shortfall of \$2.5 million, but were unable to completely cover the shortfall.

The City Manager expected \$2.0 million in Exclusive Negotiating Agreement revenues in FY 2022-23; however, it is now looking like we will be able to recognize \$500,000 in this fiscal year, and \$500,000 in FY 2023-24. That will increase our General Fund Net Loss in this fiscal year but reduce it for next year.

Property Tax and various other general revenues revenues are also anticipated to come in significantly higher than the Adopted Budget.

Currently, the General Fund Net Loss has been reduced to approximately \$312,000.

Special Revenue Funds are currently expected to result in a Net Income overall of \$2.21 million. Staff looked to determine if any additional projects were eligible for use of these restricted funds and whether staff has the capacity to undertake those projects in the coming year. We did find some expenditures for FY 2023-24 since the last BFC meeting. The remainder of the net income will help offset losses in the past two years. Notably, Special Revenue Fund revenues and expenditures often do not occur in the same fiscal year, so large Net Income/Loss fluctuations are to be expected in these funds.

Capital Projects funds are primarily driven by capital expenditures, which are not included in this operating budget. Staff will bring an update of planned Capital Improvement Projects to this Budget & Finance Committee (to be provided at the meeting) and to the Council at the following meeting.

The Water Enterprise overall is expecting a Net Income of \$1.00 million before capital items and the Wastewater Enterprise is expecting an overall operating Net Income of \$1.93 million. This includes debt service, but not any adjustments to the allowance for bad debt and related expenses. It also does not include any Capital Improvement Projects.

Electric Enterprise is currently expecting a \$6.53 million operating Net Loss. However, after the Capital Improvement Plan items, the department historically comes in significantly better than budgeted and may even end FY 2023-24 with a slightly positive net income for the financial statements. With that said, Electric has utilized most of its reserves that were dedicated to capital projects and will likely need to obtain bond financing again for future projects. To achieve the department goals, a rate increase may be required in the next year or two.

The non-major Enterprise Funds are currently budgeted for a Net Income of \$1.81 million. After capital items and other full accrual differences from an operating budget, staff expects these funds to end the year with a significant net income for Transit and closer to breakeven for Refuse and the Airport in next year's financial statements.

Internal Service Funds are still expecting a large Net Loss overall of \$4.33 million. Staff are working with MGT on the updated Cost Allocation Plan to bring all of these funds to a fund balance breakeven over the next five years. Finance has also identified two other General Fund divisions that are traditionally included in Internal Service Funds. Those are Support Services and Building Maintenance. Those funds will be new for Fiscal Year 2023-24 and were approved by Council on June 13, 2023. The Support Services and the Building Maintenance Budgets are included in this Internal Service Fund category.

JUSTIFICATION:

The City budgets for a two-year period and FY 2023-24 is the second year of the Adopted Biennial Budget for FY 2022-23 and FY 2023-24. This mid-cycle budget helps to account for economic factors that have occurred since adoption. One final update will be done in or around January 2024 to adjust for mid-year needs.

FISCAL IMPACT:

There is no direct fiscal impact, but the budget sets expectations for receipts of revenues and appropriates spending authority for those funds throughout the year.

ALTERNATIVES:

1. Receive and file the Fiscal Year 2023-24 Recommended Mid-Cycle Budget Reports and provide recommendation for City Council to adopt at the next meeting.
2. Provide feedback to staff.

ATTACHMENTS:

1. [OpenGov Citywide Proposed FY 2023-24 Mid-Cycle Budget Report](#)
2. [FY 2023-24 Recommended Budget Detail & Summary Reports](#)

Approved by:



Douglas Schulze
City Manager



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Receipts, Disbursements, & Fund Balances Reporting for May 2023 and Fiscal Year-to-Date 2022-23

RECOMMENDATION:

Receive and file Receipts, Disbursements, & Fund Balances Reporting for May 2023 and Fiscal Year-to-Date 2022-23 and provide a recommendation for Council to approve or deny.

BACKGROUND:

Per Government Code Section 41004, Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body. This item shall be presented to City Council at the Council meeting following this presentation with any recommendation by the Committee to approve or deny.

JUSTIFICATION:

The Finance Department has historically submitted information on Investments and Disbursements monthly but did not have the ability to provide receipts and fund balance data in a timely fashion. Now that OpenGov Transparency is properly integrated with our financial Enterprise Resource Planning System, staff can provide these reports timely on a monthly basis.

FISCAL IMPACT:

None. This report only shows the results of operations. Also of note is that this reporting for Receipts and Disbursements only takes into consideration money actively received or disbursed externally from or to the City during the periods reported. It does not account for transactions that are internal to the City.

ALTERNATIVES:

1. Receive and file Receipts, Disbursements, & Fund Balances Reporting for May 2023 and Fiscal Year-to-Date 2022-23.
2. Provide recommendation for City Council approval or denial at its next meeting.

ATTACHMENTS:

1. [Receipts, Disbursements, & Fund Balance Reporting](#)

Approved by:

A handwritten signature in black ink, appearing to read "Douglas Schulze", written over a horizontal line.

Douglas Schulze
City Manager



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager
Alejandro Geronimo, City Treasurer

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Receive and File Cash, Investments and Reserve Report for the Month of April 2023

RECOMMENDATION:

Receive and file Cash, Investment and Reserve Report for **April 30, 2023** in accordance with California Government Code 53646.

CASH AND INVESTMENT SUMMARY:

Description		Current Month		Current Month	
Funds Under Control of the City					
Cash					
	Cash on Hand	\$	4,055.00	\$	4,055.00
	Checking and Savings Accounts	\$	5,192,597.41	\$	3,855,225.28
Investments					
	LAIF	\$	37,189,554.08	\$	37,455,064.94
	Brokerage	\$	18,089,842.67	\$	18,146,862.59
Total Funds Under Control of the City		\$	60,476,049.16	\$	59,461,207.81
Funds Under Control of Fiscal Agents					
US Bank					
	Restricted Bond Project Accounts	\$	11,816,008.59	\$	12,369,839.36
	Restricted Bond Accounts	\$	4,848,379.40	\$	4,848,380.31
Union Bank & SCPPA					
	Restricted Funds	\$	4,116,578.08	\$	3,971,865.88
Total Funds Under Control of Fiscal Agents		\$	20,780,966.07	\$	21,190,085.55
Total Funds		\$	81,257,015.23	\$	80,651,293.36

RESTRICTED, ASSIGNED, COMMITTED AND RESERVED SUMMARY:

Description	Current Month	
Total Funds	\$ 81,257,015.23	\$ 80,651,293.36
Restricted Funds	\$ 39,070,403.78	\$ 39,630,162.73
Assigned Funds - Specific Purpose	\$ 4,221,707.01	\$ 4,087,199.91
Committed Funds - Specific Purpose	\$ 1,500,000.00	\$ 1,500,000.00
Fund Balance Reserves	\$ 13,469,579.75	\$ 13,469,579.75
Total Restricted, Assigned, Committed and Reserve	\$ 58,261,690.54	\$ 58,686,942.39
Operating Cash - Unrestricted Reserves	\$ 22,995,324.69	\$ 21,964,350.97
Less Accounts held in Investments	\$ 18,089,842.67	\$ 18,146,862.59
Liquid Cash	\$ 4,905,482.02	\$ 3,817,488.38

ATTACHMENTS:

1. [Cash, Investment and Reserve Report April 2023](#)
2. [Investment Report](#)
3. [LAIF Market Valuation Report](#)
4. [LAIF Performance Report](#)

Approved by:



Douglas Schulze
City Manager



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager
Alejandro Geronimo, City Treasurer

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Receive and File Cash, Investments and Reserve Report for the Month of May 2023

RECOMMENDATION:

Receive and file Cash, Investment and Reserve Report for **May 31, 2023** in accordance with California Government Code 53646.

CASH AND INVESTMENT SUMMARY:

Description		Current Month		Current Month	
Funds Under Control of the City					
Cash					
	Cash on Hand	\$	4,055.00	\$	4,055.00
	Checking and Savings Accounts	\$	3,855,225.28	\$	10,268,794.91
Investments					
	LAIF	\$	37,455,064.94	\$	31,455,064.94
	Brokerage	\$	18,146,862.59	\$	18,198,680.95
Total Funds Under Control of the City		\$	59,461,207.81	\$	59,926,595.80
Funds Under Control of Fiscal Agents					
US Bank					
	Restricted Bond Project Accounts	\$	12,369,839.36	\$	13,823,221.43
	Restricted Bond Accounts	\$	4,848,380.31	\$	4,848,381.19
Union Bank & SCPPA					
	Restricted Funds	\$	3,971,865.88	\$	4,311,348.69
Total Funds Under Control of Fiscal Agents		\$	21,190,085.55	\$	22,982,951.31
Total Funds		\$	80,651,293.36	\$	82,909,547.11

RESTRICTED, ASSIGNED, COMMITTED AND RESERVED SUMMARY:

Description	Current Month	
Total Funds	\$ 80,651,293.36	\$ 82,909,547.11
Restricted Funds	\$ 39,630,162.73	\$ 41,467,526.76
Assigned Funds - Specific Purpose	\$ 4,087,199.91	\$ 4,087,199.91
Committed Funds - Specific Purpose	\$ 1,500,000.00	\$ 1,500,000.00
Fund Balance Reserves	\$ 13,469,579.75	\$ 13,469,579.75
Total Restricted, Assigned, Committed and Reserve	\$ 58,686,942.39	\$ 60,524,306.42
Operating Cash - Unrestricted Reserves	\$ 21,964,350.97	\$ 22,385,240.69
Less Accounts held in Investments	\$ 18,146,862.59	\$ 18,198,680.95
Liquid Cash	\$ 3,817,488.38	\$ 4,186,559.74

ATTACHMENTS:

1. [Cash, Investment and Reserve Report May 2023](#)
2. [Investment Report](#)
3. [LAIF Market Valuation Report](#)
4. [LAIF Performance Report](#)

Approved by:



Douglas Schulze
City Manager



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager
Alejandro Geronimo, City Treasurer

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Recommend City Council Review and Ratification of Accounts Payable and Payroll Warrants Issued in the Month of April 2023

RECOMMENDATION:

Recommend City Council review and ratify the warrants for period ending **April 30, 2023**, per California Government Code Section 37208.

WARRANT SUMMARY:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued during Month	186533-186870	\$ 2,250,892.58	
Voided / Reissue Check		\$ 1,740.50	
Check Total			\$ 2,249,152.08
Wires Total	1112-1114		\$ 1,952,061.05
ACH payments:	9007524-9007543		
Payroll Direct Deposit	4/7/2023	\$ 495,594.27	
Payroll Direct Deposit	4/21/2023	\$ 651,068.31	
Other Payments		\$ 698,087.82	
ACH Total			\$ 1,844,750.40
Payroll Checks:	12696-12994		
Payroll - Regular	4/7/2023	\$ 3,350.36	
Payroll - Regular	4/21/2023	\$ 3,265.63	
Payroll Check Total			\$ 6,615.99
Total Warrants Issued for April 2023			\$ 6,052,579.52

ATTACHMENTS:

1. [Fund List](#)
2. [Warrant Report April 2023](#)
3. [Warrant Report Detail April 2023](#)
4. [Voided Check Log, Payroll Log & Registers – April 2023](#)

Approved by:

A handwritten signature in black ink, reading "Douglas Schulze". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Douglas Schulze
City Manager



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager
Alejandro Geronimo, City Treasurer

PREPARED BY: Lincoln Bogard, Administrative Services Director
A'ja Wallace, Deputy Finance Director

MEETING DATE: June 20, 2023

SUBJECT: Recommend Review and Ratification by City Council of
Accounts Payable and Payroll Warrants Issued in the Month of
May 31, 2023

RECOMMENDATION:

Recommend City Council review and ratify the warrants for period ending **May 31, 2023**, per California Government Code Section 37208.

WARRANT SUMMARY:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued during Month	186871-187211	\$ 3,546,631.63	
Voided / Reissue Check		\$ 6,278.50	
Check Total			\$ 3,540,353.13
Wires Total	1115-1116		\$ 3,469,654.02
ACH payments:	9007544-9007569		
Payroll Direct Deposit	5/5/2023	\$ 590,403.43	
Payroll Direct Deposit	5/19/2023	\$ 605,283.08	
Other Payments		\$ 1,142,221.27	
ACH Total			\$ 2,337,907.78
Payroll Checks:	12995-13027		
Payroll - Regular	5/5/2023	\$ 3,477.74	
Payroll - Regular	5/19/2023	\$ 4,371.50	
Payroll Check Total			\$ 7,849.24
Total Warrants Issued for May 2023			\$ 9,355,764.17

ATTACHMENTS:

1. [Fund List](#)
2. [Warrant Report May 2023](#)
3. [Warrant Report Detail May 2023](#)
4. [Voided Check Log, Payroll Log & Registers – May 2023](#)

Approved by:

A handwritten signature in black ink, appearing to read "Douglas Schulze", written over a horizontal line.

Douglas Schulze
City Manager