



AGENDA

BUDGET AND FINANCE COMMITTEE

BANNING, CALIFORNIA

October 17, 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).

To observe and participate in the online video portion of the meeting through your personal computer or device, follow this link:

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

Meeting ID: 820 2563 5318

Password: 092220

Dial in: +1 669 900 9128 ♦ Meeting ID: 820 2563 5318

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 June 20, 2023..... **6**

4. REPORTS OF OFFICERS

- 4.1. Proposed Fee Schedule for Annual Fire Inspections **10**
(*Staff Report: Adam Rush, Community Development Director*)

Recommendation: Receive and file the Proposed Fee Schedule for Annual Fire Inspections and recommend approval by City Council at a regularly scheduled meeting.

- 4.2. FY 2022-23 Preliminary Citywide Results of Operations **13**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

Recommendation: Receive and file the FY 2022-23 Preliminary Citywide Results of Operations.

- 4.3. FY 2023-24 Year-To-Date Citywide Results of Operations **15**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

Recommendation: Receive and file the FY 2023-24 Year-To-Date Citywide Results of Operations.

- 4.4. Receipts, Disbursements, and Fund Balance Report-June-July **17**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

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

- 4.5. Receipts, Disbursements, and Fund Balance Report-August **19**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

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

- 4.6. Receipts, Disbursements, and Fund Balance Report-September **21**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

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

- 4.7. Investment Report (June) **23**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

Recommendation: Receive and file Investment Report for June 2023.

- 4.8. Investment Report (July) **25**
(*Staff Report: Lincoln Bogard, Administrative Services Director*)

Recommendation: Receive and file Investment Report for July 2023.

- 4.9. Investment Report (August) **28**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Investment Report for August 2023.

- 4.10. Investment Report (September) **31**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Investment Report for September 2023.

- 4.11. Warrant Report (June) **34**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for June 2023.

- 4.12. Warrant Report (July) **36**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for July 2023.

- 4.13. Warrant Report (August) **38**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for August 2023.

- 4.14. Warrant Report (September) **40**
(Staff Report: Lincoln Bogard, Administrative Services Director)

Recommendation: Receive and file Warrant Report for September 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: November 14, 2023, at 5:00pm

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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.
- If you fail to adhere to these community guidelines, **you may be removed** for disrupting the meeting occurring in Council Chambers. You may rejoin the meeting but may be removed for each violation of these community standards.
- The chat function will be disabled for all City Council meetings on Zoom.

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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 13th day of October, 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**

**6/20/2023
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
None

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 City funds.

3. **ACTION ITEMS**

- 3.1. Approval of Budget and Finance Committee Meeting Minutes for May 16, 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 Recommended Citywide Mid-Cycle Budget

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments

None

- 4.2. Receipts, Disbursements and Fund Balance Report

Administrative Services Director Lincoln Bogard to present the staff report

Public Comments

None

- 4.3. Investment Report (April)

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments

None

- 4.4. Investment Report (May)

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments

None

4.5 Warrant Report (April)

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments

None

4.6 Warrant Report (May)

Administrative Services Director Lincoln Bogard to present the staff report.

Public Comments

None

5. DISCUSSION ITEMS(S)

None

6. FUTURE AGENDA ITEMS

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

7. ADJOURNMENT

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

Next Regular meeting- TBD: July 18, 2023 or August 15, 2023 or September 19, 2023 (Due to Council summer recess).

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/DocumentCenter/Index/2418>

ATTACHMENTS:

FY 2023-24 Proposed Citywide Mid-Cycle Budget

Receipts, Disbursements and Fund Balance Report

Investment Report (April)

Investment Report (May)

Warrant Report (April)

Warrant Report (May)



CITY OF BANNING STAFF REPORT

TO: BUDGET & FINANCE COMMITTEE

FROM: Douglas Schulze, City Manager

PREPARED BY: Lincoln Bogard, Administrative Services Director
Adam Rush, Community Development Director

MEETING DATE: October 17, 2023

SUBJECT: Proposed Fee Schedule for Annual Fire Inspections

RECOMMENDATION:

Receive and file the Recommended Fee Schedule for Plan Checking, Permitting, and Inspections Associated with Fire Protection and Planning Services and Provide a Recommendation for City Council to Adopt at a Regularly Scheduled Council Meeting.

BACKGROUND:

At the September 12, 2023 Meeting, the City Council held a Public Hearing and Adopted an Amendment to the Codified State Fire Code to authorize the City to conduct Annual Business Fire Inspections.

The City's existing Contract with Riverside County Fire Department includes one (1) hourly rate (\$189 per hour) for all Plan Checking and Inspection Services. The adopted 2019 Master Fee Schedule of User Fees never incorporated an updated Fee Schedule for Fire Planning and Inspection Services. As such, the City is **losing money** through the administration of Fire Protection Services related to private development projects, new and redeveloped businesses. This practice does not align with the City policy that development must *pay-their-own-way*.

The City of Banning contracts with Riverside County for both Fire Suppression and Protection Services. As part of this contract, Riverside County provides qualified and experienced staff to provide fire protection and prevention services through the review of codes, examination of plans, issuance of permits, and scheduling of inspections for a wide variety of land uses.

The City contracts for one full-time equivalent (FTE) *Fire Safety Specialist*, which is currently a vacant position but is being back-filled by an *Assistant Fire Marshal* while a recruitment is underway. This single staff member is responsible for all fire safety related matters in the City and essentially serves as the "Banning Fire Marshal". As the City grows, the need for additional staffing becomes ever more critical. An increase in fire prevention staff will provide the opportunity for the City to provide inspection-related services to businesses on an annual basis, that are not being conducted at this time.

Each year, the Banning Fire Marshal conducts “state-mandated” fire safety inspections on select business, as specified by law. These land uses include “Residential Care Facilities” (e.g., Congregate and Residential Care Facilities, Transitional Living Facilities, Nursing Homes), “Schools”, “Hospitals”, and “Apartment Buildings”, to name a few. The majority of City businesses do not receive an annual inspection, although it is a prudent measure and has only been deferred due to limited staffing resources.

Recently the City decided to initiate an amendment to the County Fire Services Contract which will add one (1) full-time Assistant Fire Marshal to the existing Fire Safety Specialist position. By utilizing two (2) FTEs, the City is able to conduct annual inspections of all qualified businesses within the City, a measure that will aide in code compliance and support the reduction of vacant and distressed buildings and businesses within the City.

The Fee Schedule will also update permit and plan checking fees associated with the existing permit structure of the Building & Safety Department.

JUSTIFICATION:

The Fire Code Amendments will allow the regular and routine inspection of qualified businesses and business operations within the City. Creating the annual inspection program will positively contribute to the protection of life and property within the City. In order to complete the program implementation, adoption of a Fee Schedule is required to ensure compliance with the Council’s policy of total cost recovery related to development and business related activities.

The Fee Schedule has been developed by the Riverside County Fire Marshal’s Office and implemented in several other Cities as part of their Annual Inspection Programs. The Fee Schedule will be applied on a permit-by-permit basis as applicable to the business need. This program differs from the construction and inspection process required for new development or businesses in the City, rather the program is applied to existing businesses operating under a valid City permit and business license. Items to be inspected annually can include sprinklers, alarm systems, command centers, and extinguishers, just to name a few.

FISCAL IMPACT:

Staff anticipates an increase in revenue generated from additional inspections being performed and a greater capture of expenses through the updated Fee Schedule.

ALTERNATIVES:

1. Recommend City Council approval at a Regularly Scheduled Meeting
2. Provide feedback to staff.
3. Continue to the next Budget & Finance Committee Agenda

ATTACHMENTS:

1. [Proposed Fire Department Fee Schedule for Permitting, Planning, & Inspection Services](#)

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

PREPARED BY: Lincoln Bogard, Administrative Services Director

MEETING DATE: October 17, 2023

SUBJECT: Fiscal Year 2022-23 Preliminary Results of Operations

RECOMMENDATION:

Receive and file Fiscal Year 2022-23 Preliminary Results of Operations.

BACKGROUND:

After the conclusion of each fiscal year, an independent auditor (currently Eide Bailly LLP) reviews the reporting of the City's financial statements in accordance with industry accounting standards. The result is an "Annual Comprehensive Financial Report (ACFR)". It includes financial statements for the City of Banning, the Banning Utility Authority, and the Banning Successor Agency of the Former RDA. It also contains the independent auditor's report, which describes the scope of the audit as well as the auditor's opinion on the financial statements. For the last Fiscal Year 2021-22 ACFR, the City received an "unmodified" opinion and is expecting to receive an "unmodified" opinion again for this year's ACFR. An "unmodified" opinion is only issued when there are no significant reporting issues, the financial statements are free of material misstatements, and information is presented in accordance with Generally Accepted Accounting Principles (GAAP). This opinion indicates that the City's financial condition, position, and operations are fairly presented in the financial statements. This is important to financial statement users and provides comfort to the City's creditors, while enabling the City to obtain better interest rates on any new debt issuances.

City management assumes full responsibility for the completeness and reliability of all the information presented in the ACFR. The City is continuing to establish a comprehensive internal control framework designed to protect the City's assets from loss, theft, or misuse and provide sufficient reliable information that the City of Banning's financial statements are in conformity with GAAP. The cost of internal controls should not outweigh the resulting benefits and internal controls are designed to provide reasonable assurance, not absolute assurance, that the financial statements will be free from material misstatements. City management asserts that, to the best of our knowledge and belief, the financial data provided to the auditor is complete and reliable in all material respects.

JUSTIFICATION:

Staff submitted the Fiscal Year 2021-22 ACFR for the Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association and it is currently under review. If the award is received, it will be for the third straight year. Staff are also expecting to receive the same award for this year's ACFR.

The "Management Letter" from last year's ACFR noted one matter for consideration that staff has fully corrected for this fiscal year.

During the audit to date, staff have provided all requested information to the auditors and the final ACFR is expected to issue in January 2024.

Staff are researching whether an Asset Retirement Obligation exists and the impact on the financial statements. It may only require a footnote disclosure. Either way, the impact should not be material and should not require any restatements for prior years. If applicable, this should have been reported starting in Fiscal Year 2020-21.

Staff successfully implemented new reporting requirements for Software Based Information Technology Arrangements, but that was the only GASB requirement due for implementation by the City this year.

FISCAL IMPACT:

These are the preliminary results of all fiscal decisions made for Fiscal Year 2022-23. This item does not in itself have any fiscal impact.

Implied in all City Council Goals, Objectives, and Work Programs is the fundamental principle that the City will follow the City Council's adopted Fiscal Policy and will exercise the utmost financial discipline and accountability. In accordance with, and pursuant to, Section 37208 of the Government Code, the City Manager is responsible for preparing an audited Comprehensive Financial Report each year.

ALTERNATIVES:

1. Receive and file Fiscal Year 2022-23 Preliminary Results of Operations.

ATTACHMENTS:

1. [Fiscal Year 2022-23 Preliminary Results of Operations](#)

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

MEETING DATE: October 17, 2023

SUBJECT: Fiscal Year 2023-24 Report on Year-To-Date Actuals

RECOMMENDATION:

Receive and file Fiscal Year 2023-24 Report on Year-To-Date Actuals.

BACKGROUND:

Staff would like to increase transparency and begin presenting Year-To-Date actuals at least quarterly. We created a template that will allow for presenting monthly if that is the Committee preference. This will provide a full overview of funds by account types. Additional support may be requested for future meetings.

JUSTIFICATION:

As discussed previously with the Committee, Governmental Funds don't always experience revenues at the same time of the year as expenditures. Our largest revenue source is from property taxes and those revenues generally occur in December-January and April-May. Also, no sales taxes or transient occupancy tax revenues are recorded until September since those receipts trail by two months. Based on that, the General Fund is always expected to look far worse in the first half of the fiscal year than the second half. June revenues are also higher due to the revenues from sales taxes or transient occupancy taxes for April through June all recording in June (received June through August).

Enterprise funds generally have more steady timing of revenues and expenses because they are primarily funded through charges for the services that they offer to the community.

Fiduciary funds are not an obligation of the City but are held for the benefit of others.

FISCAL IMPACT:

None.

Implied in all City Council Goals, Objectives, and Work Programs is the fundamental principle that the City will follow the City Council's adopted Fiscal Policy and will exercise the utmost financial discipline and accountability.

ALTERNATIVES:

1. Receive and file Fiscal Year 2023-24 Report on Year-To-Date Actuals.

ATTACHMENTS:

1. [Fiscal Year 2023-24 Year-To-Date Actuals](#)

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: October 17, 2023

SUBJECT: Receipts, Disbursements, & Fund Balances Reporting for June and July 2023 and Fiscal Year-to-Date 2022-23 and 2023-24

RECOMMENDATION:

Receive and file Receipts, Disbursements, & Fund Balances Reporting for June and July 2023 and Fiscal Year-to-Date 2022-23 and 2023-24.

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 began providing these reports on a monthly basis in May 2023.

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 June and July 2023 and Fiscal Year-to-Date 2022-23 and 2023-24.

ATTACHMENTS:

1. [Receipts, Disbursements, & Fund Balance Reporting – June 2023](#)
2. [Receipts, Disbursements, & Fund Balance Reporting – July 2023](#)

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: October 17, 2023

SUBJECT: Receipts, Disbursements, & Fund Balances Reporting for August 2023 and Fiscal Year-to-Date 2022-23 and 2023-24

RECOMMENDATION:

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ALTERNATIVES:

1. Receive and file Receipts, Disbursements, & Fund Balances Reporting for August 2023 and Fiscal Year-to-Date 2022-23.

ATTACHMENTS:

1. [Receipts, Disbursements, & Fund Balance Reporting – August 2023](#)

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

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

MEETING DATE: October 17, 2023

SUBJECT: Receipts, Disbursements, & Fund Balances Reporting for September 2023 and Fiscal Year-to-Date 2022-23 and 2023-24

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FISCAL IMPACT:

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October 17, 2023

Page 2 of 2

ALTERNATIVES:

1. Receive and file Receipts, Disbursements, & Fund Balances Reporting for September 2023 and Fiscal Year-to-Date 2022-23 and 2023-24.

ATTACHMENTS:

1. [Receipts, Disbursements, & Fund Balance Reporting – September 2023](#)

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

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

MEETING DATE: October 17, 2023

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

RECOMMENDATION:

That the Budget & Finance Committee receive and file the June 2023 Cash, Investment and Reserve Report for **October 17, 2023** in accordance with California Government Code 53646.

CASH AND INVESTMENT SUMMARY:

Description		Prior Month	Current Month
Funds Under Control of the City			
Cash			
Cash on Hand	\$	4,055.00	\$ 4,055.00
Checking and Savings Accounts	\$	10,268,794.91	\$ 8,792,791.77
Investments			
LAIF	\$	31,455,064.94	\$ 27,722,955.50
Brokerage	\$	18,198,680.95	\$ 20,330,486.77
Total Funds Under Control of the City	\$	59,926,595.80	\$ 56,850,289.04
Funds Under Control of Fiscal Agents			
US Bank			
Restricted Bond Project Accounts	\$	13,823,221.43	\$ 11,953,876.04
Restricted Bond Accounts	\$	4,848,381.19	\$ 4,848,381.31
Union Bank & SCPPA			
Restricted Funds	\$	4,311,348.69	\$ 4,447,213.98
Total Funds Under Control of Fiscal Agents	\$	22,982,951.31	\$ 21,249,471.33
Total Funds	\$	82,909,547.11	\$ 78,099,760.37

RESTRICTED, ASSIGNED, COMMITTED AND RESERVED SUMMARY:

Description	Prior Month	Current Month
Total Funds	\$ 82,909,547.11	\$ 78,099,760.37
Restricted Funds	\$ 41,467,526.76	\$ 39,468,856.07
Assigned Funds - Specific Purpose	\$ 4,087,199.91	\$ 2,064,004.71
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	\$ 60,524,306.42	\$ 56,502,440.53
Operating Cash - Unrestricted Reserves	\$ 22,385,240.69	\$ 21,597,319.84
Less Accounts held in Investments	\$ 18,198,680.95	\$ 20,330,486.77
Liquid Cash	\$ 4,186,559.74	\$ 1,266,833.07

ATTACHMENTS:

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

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: October 17, 2023

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

RECOMMENDATION:

That Budget & Finance Committee receive and file Cash, Investment and Reserve Report for July 2023 on this day, **October 17, 2023**, in accordance with California Government Code 53646. The city's investment portfolio is compliant with its Investment Policy and Pooled Cash is expected to meet all disbursement requirements for the next six months.

UNRESTRICTED CASH AND INVESTMENTS:

Cash & Investments	June 2023	July 2023
Institution/Investment Type	Balance	Balance
UNRESTRICTED CASH AND INVESTMENTS		
Funds Under Control of the City:		
Petty Cash / Cash on Hand	\$ 4,055.00	\$ 4,055.00
	\$ 4,055.00	\$ 4,055.00
Checking and Savings:		
Wells Fargo - General Account - XXXXX5798	\$ 8,060,405.73	\$ 3,933,327.93
Bank of America - Parking Citations - XXXXXXXX 8776	\$ 139,343.05	\$ 139,782.24
Bank of America - Airport Visa - XXXXXXXX 7548	\$ 512,899.69	\$ 516,609.81
Bank of America - CNG Charge Acct XXXXXXXX 5594	\$ 80,143.30	\$ 80,022.50
	\$ 8,792,791.77	\$ 4,669,742.48
See Investment Report for Details of the following Investments:		
State of California, Local Agency Investment Fund	\$ 27,722,955.50	\$ 27,722,955.50
% of Investments in LAIF	58%	58%
US Bank		
City of Banning Custody Account XXXXX6000	\$ 20,330,486.77	\$ 20,345,253.73
Total Unrestricted Cash and Investments	\$ 56,850,289.04	\$ 52,742,006.71

RESTRICTED CASH AND INVESTMENTS:

Cash & Investments	June 2023	July 2023
RESTRICTED CASH AND INVESTMENTS		
Cash with Fiscal Agents		
US Bank		
2015 Water Revenue Bonds-BUA Water Projects - 258228005	\$ 825,763.73	\$ 828,856.43
2019 Wastewater Revenue Bond - 254226002	\$ 230,024.46	\$ 230,028.35
2019 Wastewater Revenue Bonds 254226000	\$ 1.69	\$ 1.69
2019 Wastewater Revenue Bonds - BUA Water Projects - Previous Balance less amount required for Refunding - 254226006	\$ 2,502,723.32	\$ 2,502,743.89
2015 Water Revenue Bonds-BUA Water Projects - 258228000	\$ 2,495.83	\$ 2,505.18
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685003	\$ 701,199.11	\$ 703,825.29
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685000	\$ 4,672.64	\$ 4,690.14
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Unexpended Proceeds Fund - 277166005	\$ 7,686,995.26	\$ 7,687,026.85
2015 Electric Revenue Bond-Reserve Fund - 262685002 - Market Value	\$ 2,428,543.76	\$ 2,428,543.76
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Principal Acct-789582001	\$ 28,277.85	\$ 28,277.97
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Reserve Fund-789582003	\$ 186,062.20	\$ 186,054.47
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Reserve Fund- 277166004 Market Value	\$ 2,205,497.50	\$ 2,205,497.50
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Revenue Fund - 277166000	\$ -	\$ -
CAISO - City of Banning XXXXX6994	\$ 119,473.77	\$ 120,474.38
City of Banning - XXXXX5920 - RPU	\$ 1,151,478.05	\$ 784,516.10
Cash with Fiscal Agents - US Bank	\$ 18,073,209.17	\$ 17,713,042.00
Restricted Investment in SCPPA Project Stabilization Fund		
Project Stabilization Fund (added to report as of January 2020)	\$ 3,176,262.16	\$ 3,080,144.52
Total Restricted Cash and Investments	\$ 21,249,471.33	\$ 20,793,186.52
Grand Total Cash and Investments	\$ 78,099,760.37	\$ 73,535,193.23

The City has historically reported fund balance classifications as cash restrictions. They are separate items and have independent restrictions. In the classification of “Restricted Funds” above, staff have listed all cash citywide that meets the definition of Restricted Cash and Investments per Generally Accepted Accounting Principles in the United States (GAAP). The Committed, Assigned, and Reserved Fund restrictions are only restrictions on Fund Balances, not Cash. Going forward, staff will present the investment report considering only Restricted and Unrestricted Cash and Investments. Those are the only two classifications for cash according to Government Accounting Standard (GASB) 34 - Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments.

ATTACHMENTS:

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

5. [LAIF Performance Report](#)

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

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

MEETING DATE: October 17, 2023

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

RECOMMENDATION:

That Budget & Finance Committee receive and file Cash, Investment and Reserve Report for August 2023 on this day, **October 17, 2023**, in accordance with California Government Code 53646. The city's investment portfolio is compliant with its Investment Policy and Pooled Cash is expected to meet all disbursement requirements for the next six months.

UNRESTRICTED CASH AND INVESTMENTS:

Cash & Investments	July 2023	August 2023
Institution/Investment Type	Balance	Balance
UNRESTRICTED CASH AND INVESTMENTS		
Funds Under Control of the City:		
Petty Cash / Cash on Hand	\$ 4,055.00	\$ 4,055.00
	\$ 4,055.00	\$ 4,055.00
Checking and Savings:		
Wells Fargo - General Account - XXXXX5798	\$ 3,933,327.93	\$ 6,728,006.67
Bank of America - Parking Citations - XXXXXXX 8776	\$ 139,782.24	\$ 140,031.43
Bank of America - Airport Visa - XXXXXXX 7548	\$ 516,609.81	\$ 522,468.42
Bank of America - CNG Charge Acct XXXXXXX 5594	\$ 80,022.50	\$ 79,901.70
	\$ 4,669,742.48	\$ 7,470,408.22
See Investment Report for Details of the following Investments:		
State of California, Local Agency Investment Fund	\$ 27,722,955.50	\$ 27,722,955.50
% of Investments in LAIF	58%	58%
US Bank		
City of Banning Custody Account XXXX6000	\$ 20,345,253.73	\$ 20,346,920.47
Total Unrestricted Cash and Investments	\$ 52,742,006.71	\$ 55,544,339.19

RESTRICTED CASH AND INVESTMENTS:

Cash & Investments	July 2023	August 2023
RESTRICTED CASH AND INVESTMENTS		
Cash with Fiscal Agents		
US Bank		
2015 Water Revenue Bonds-BUA Water Projects - 258228005	\$ 828,856.43	\$ 832,100.23
2019 Wastewater Revenue Bond - 254226002	\$ 230,028.35	\$ 230,030.30
2019 Wastewater Revenue Bonds 254226000	\$ 1.69	\$ 1.69
2019 Wastewater Revenue Bonds - BUA Water Projects - Previous Balance less amount required for Refunding - 254226006	\$ 2,502,743.89	\$ 2,502,765.15
2015 Water Revenue Bonds-BUA Water Projects - 258228000	\$ 2,505.18	\$ 2,505.18
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685003	\$ 703,825.29	\$ 706,579.77
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685000	\$ 4,690.14	\$ 4,708.50
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Unexpended Proceeds Fund - 277166005	\$ 7,687,026.85	\$ 7,687,059.50
2015 Electric Revenue Bond-Reserve Fund - 262685002 - Market Value	\$ 2,428,543.76	\$ 2,428,543.76
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Principal Acct-789582001	\$ 28,277.97	\$ 28,278.09
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Reserve Fund-789582003	\$ 186,054.47	\$ 186,055.26
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Reserve Fund- 277166004 Market Value	\$ 2,205,497.50	\$ 2,205,497.50
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Revenue Fund - 277166000	\$ -	\$ -
CAISO - City of Banning XXXXX6994	\$ 120,474.38	\$ 121,007.89
City of Banning - XXXXX5920 - RPU	\$ 784,516.10	\$ 813,173.61
Cash with Fiscal Agents - US Bank	\$ 17,713,042.00	\$ 17,748,306.43
Restricted Investment in SCPPA Project Stabilization Fund		
Project Stabilization Fund (added to report as of January 2020)	\$ 3,080,144.52	\$ 2,982,703.60
Total Restricted Cash and Investments	\$ 20,793,186.52	\$ 20,731,010.03
Grand Total Cash and Investments	\$ 73,535,193.23	\$ 76,275,349.22

In the classification of “Restricted Funds” above, staff have listed all cash citywide that meets the definition of Restricted Cash and Investments per Generally Accepted Accounting Principles in the United States (GAAP). Restricted and Unrestricted Cash and Investments are the only two classifications for cash according to Government Accounting Standard (GASB) 34 - Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments.

ATTACHMENTS:

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

Approved by:

A handwritten signature in cursive script, reading "Douglas Schulze".

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: October 17, 2023

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

RECOMMENDATION:

That the Budget & Finance Committee receive and file Cash, Investment and Reserve Report for September 2023 on this day, **October 17, 2023**, in accordance with California Government Code 53646. The city's investment portfolio is compliant with its Investment Policy and Pooled Cash is expected to meet all disbursement requirements for the next six months.

UNRESTRICTED CASH AND INVESTMENTS:

Cash & Investments	August 2023	September 2023
Institution/Investment Type	Balance	Balance
UNRESTRICTED CASH AND INVESTMENTS		
<u>Funds Under Control of the City:</u>		
Petty Cash / Cash on Hand	\$ 4,055.00	\$ 4,055.00
	\$ 4,055.00	\$ 4,055.00
Checking and Savings:		
Wells Fargo - General Account - XXXX5798	\$ 6,728,006.67	\$ 4,636,266.93
Bank of America - Parking Citations - XXXXXXXX 8776	\$ 140,031.43	\$ 140,659.58
Bank of America - Airport Visa - XXXXXXXX 7548	\$ 522,468.42	\$ 531,557.43
Bank of America - CNG Charge Acct XXXXXXXX 5594	\$ 79,901.70	\$ 79,755.00
	\$ 7,470,408.22	\$ 5,388,238.94
<i>See Investment Report for Details of the following Investments:</i>		
State of California, Local Agency Investment Fund	\$ 27,722,955.50	\$ 22,722,955.50
% of Investments in LAIF	58%	53%
US Bank		
City of Banning Custody Account XXXX6000	\$ 20,346,920.47	\$ 20,346,920.47
Total Unrestricted Cash and Investments	\$ 55,544,339.19	\$ 48,462,169.91

RESTRICTED CASH AND INVESTMENTS:

Cash & Investments	August 2023	September 2023
RESTRICTED CASH AND INVESTMENTS		
Cash with Fiscal Agents		
US Bank		
2015 Water Revenue Bonds-BUA Water Projects - 258228005	\$ 832,100.23	\$ 835,486.32
2019 Wastewater Revenue Bond - 254226002	\$ 230,030.30	\$ 230,032.25
2019 Wastewater Revenue Bonds 254226000	\$ 1.69	\$ 1.69
2019 Wastewater Revenue Bonds - BUA Water Projects - Previous Balance less amount required for Refunding - 254226006	\$ 2,502,765.15	\$ 2,502,765.15
2015 Water Revenue Bonds-BUA Water Projects - 258228000	\$ 2,505.18	\$ 2,525.21
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685003	\$ 706,579.77	\$ 709,455.07
2015 Electric Revenue Bond-Acquisition & Construction Fund - 262685000	\$ 4,708.50	\$ 4,727.66
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Unexpended Proceeds Fund - 277166005	\$ 7,687,059.50	\$ 7,687,092.15
2015 Electric Revenue Bond-Reserve Fund - 262685002 - Market Value	\$ 2,428,543.76	\$ 2,428,543.76
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Principal Acct-789582001	\$ 28,278.09	\$ -
Improvement Dist No 2004-1 (Fair Oaks Ranch Estates) Limited Obligation Improvement Bonds Series 2005A Reserve Fund-789582003	\$ 186,055.26	\$ 186,056.05
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Reserve Fund- 277166004 Market Value	\$ 2,205,497.50	\$ 2,205,497.50
Successor Agency of the Dissolved Redevelopment Agency of the City of Banning Tax Allocation Bonds Series 2016 (Taxable) Revenue Fund - 277166000	\$ -	\$ -
CAISO - City of Banning XXXX6994	\$ 121,007.89	\$ 121,509.84
City of Banning - XXXX5920 - RPU	\$ 813,173.61	\$ 1,062,056.84
Cash with Fiscal Agents - US Bank	\$ 17,748,306.43	\$ 17,975,749.49
Restricted Investment in SPCPA Project Stabilization Fund		
Project Stabilization Fund (added to report as of January 2020)	\$ 2,982,703.60	\$ 1,426,383.97
Total Restricted Cash and Investments	\$ 20,731,010.03	\$ 19,402,133.46
Grand Total Cash and Investments	\$ 76,275,349.22	\$ 67,864,303.37

The City has historically reported fund balance classifications as cash restrictions. They are separate items and have independent restrictions. In the classification of “Restricted Funds” above, staff have listed all cash citywide that meets the definition of Restricted Cash and Investments per Generally Accepted Accounting Principles in the United States (GAAP). The Committed, Assigned, and Reserved Fund restrictions are only restrictions on Fund Balances, not Cash. Going forward, staff will present the investment report considering only Restricted and Unrestricted Cash and Investments. Those are the only two classifications for cash according to Government Accounting Standard (GASB) 34 - Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments.

ATTACHMENTS:

1. [Cash, Investment and Reserve Report September 2023](#)

2. [Investment Report](#)
3. [Broker Report](#)
4. [LAIF Market Valuation Report](#)
5. [LAIF Performance Report](#)

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

PREPARED BY: Lincoln Bogard, Administrative Services Director
Cheryl Stafford, Finance Manager

MEETING DATE: August 22, 2023

SUBJECT: Approval and Ratification of Accounts Payable and Payroll Warrants Issued in the Month of June 30, 2023

RECOMMENDATION:

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

WARRANT SUMMARY:

Checks:			
Checks Issued during Month	187212-187743	\$ 5,511,687.55	
Voided / Reissue Check		\$ 17,152.66	
Check Total			\$ 5,494,534.89
Wires Total	1117		\$ 1,254,041.10
ACH payments:	9007570-9007595		
Payroll Direct Deposit	6/2/2023	\$ 552,876.43	
Payroll Direct Deposit	6/16/2023	\$ 598,353.49	
Payroll Direct Deposit	6/30/2023	\$ 715,862.50	
Other Payments		\$ 968,795.76	
ACH Total			\$ 2,835,888.18
Payroll Checks:	13029-13109		
Payroll - Regular	6/2/2023	\$ 5,823.80	
Payroll - Regular	6/16/2023	\$ 12,045.69	
Payroll - Regular	6/30/2023	\$ 15,759.87	
Payroll Check Total			\$ 33,629.36
Total Warrants Issued for June 2023			\$ 9,618,093.53

ATTACHMENTS:

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

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

PREPARED BY: Lincoln Bogard, Administrative Services Director
Cheryl Stafford, Finance Manager

MEETING DATE: October 17, 2023

SUBJECT: Approval and Ratification of Accounts Payable and Payroll Warrants Issued during the Month Ending July 31, 2023

RECOMMENDATION:

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

WARRANT SUMMARY:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued during Month	187744-188014	\$ 5,427,510.16	
Voided / Reissue Check		\$ 2,400.00	
Check Total			\$ 5,425,110.16
Wires Total	1118		\$ 1,127,950.57
ACH payments:	9007596-9007624		
Payroll Direct Deposit	7/14/2023	\$ 581,123.46	
Payroll Direct Deposit	7/21/2023	\$ 88,260.42	
Payroll Direct Deposit	7/28/2023	\$ 580,808.24	
Other Payments		\$ 5,015,354.04	
ACH Total			\$ 6,265,546.16
Payroll Checks:	13110-13171		
Payroll - Regular	7/14/2023	\$ 15,595.40	
Payroll - Regular	7/28/2023	\$ 16,465.30	
Payroll Check Total			\$ 32,060.70
Total Warrants Issued for July 2023			\$ 12,850,667.59

ATTACHMENTS:

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

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

PREPARED BY: Lincoln Bogard, Administrative Services Director
Cheryl Stafford, Finance Manager

MEETING DATE: October 17, 2023

SUBJECT: Approval and Ratification of Accounts Payable and Payroll Warrants Issued in the Month of August 31, 2023

RECOMMENDATION:

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

WARRANT SUMMARY:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued during Month	188015-188429	\$ 6,879,122.80	
Voided / Reissue Check		\$ 1,268.08	
Check Total			\$ 6,877,854.72
Wires Total	1119-1121		\$ 4,394,650.98
ACH payments:	9007625-9007657		
Payroll Direct Deposit 8/11/2023		\$ 576,570.02	
Payroll Direct Deposit 8/25/2023		\$ 579,029.33	
Payroll Direct Deposit 8/31/2023		\$ 38,402.69	
Other Payments		\$ 1,229,535.25	
ACH Total			\$ 2,423,537.29
Payroll Checks:	13172-13225		
Payroll - Regular 8/11/2023		\$ 16,030.33	
Payroll - Regular 8/25/2023		\$ 9,214.32	
Payroll Check Total			\$ 25,244.65
Total Warrants Issued for August 2023			\$ 13,721,287.64

ATTACHMENTS:

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

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

PREPARED BY: Lincoln Bogard, Administrative Services Director
Cheryl Stafford, Finance Manager

MEETING DATE: October 17, 2023

SUBJECT: Approval and Ratification of Accounts Payable and Payroll Warrants Issued in the Month of September 30, 2023

RECOMMENDATION:

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

WARRANT SUMMARY:

Description	Payment #	Amount	Total Amount
Checks:			
Checks Issued during Month	188430-188771	\$ 4,079,827.71	
Voided / Reissue Check		\$ 254,389.05	
Check Total			\$ 3,825,438.66
Wires Total	1122-1125		\$ 2,725,798.10
ACH payments:	9007658-9337682		
Payroll Direct Deposit 9/8/2023		\$ 573,769.58	
Payroll Direct Deposit 9/22/2023		\$ 598,568.38	
Other Payments		\$ 2,195,410.81	
ACH Total			\$ 3,367,748.77
Payroll Checks:	13226-13267		
Payroll - Regular 9/8/2023		\$ 6,372.32	
Payroll - Regular 9/22/2023		\$ 5,304.21	
Payroll Check Total			\$ 11,676.53
Total Warrants Issued for September 2023			\$ 9,930,662.06

ATTACHMENTS:

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

Approved by:

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

Douglas Schulze
City Manager