



CITY COUNCIL

STAFF REPORT

January 17, 2024

ITEM TITLE: RATIFICATION OF WARRANT REGISTER FOR THE PERIOD FROM NOVEMBER 25, 2023, TO JANUARY 5, 2024. (0300-25)

ORIGINATING DEPARTMENT: Finance

EXECUTIVE SUMMARY:

Staff is recommending that the City Council ratify the accompanying Warrant Register for the period from November 25, 2023, to January 5, 2024, in the amount of \$3,484,922.90.

RECOMMENDATION:

Staff is seeking that the City Council ratify and file the Warrant Register Report.

OPTIONS:

- Receive and file the report from the City Manager
- Provide direction to the City Manager to take a specific action.
- Request additional information and an additional report.

BACKGROUND/ANALYSIS:

The City of Imperial Beach issues accounts payable and payroll disbursements on a regular basis and presents it to the City Council for ratification at its next regular scheduled meeting. The attached Warrant Register containing checks and electronic funds transfers for the period from November 25, 2023, to January 5, 2024, in the amount of \$3,484,922.90, is being presented for ratification by the City Council. Payments have been reviewed and approved by the appropriate department staff. The Finance Director or designee certifies the accuracy of the attached register and the availability of funds for payment.

Warrants above \$100,000 have been highlighted and explained in the table below:

VENDOR	CHECK	DESCRIPTION	AMOUNT
RGC GENERAL ENGINEERING, INC.	102223	SENIOR CENTER ENTRANCE	\$ 135,184.05
SAN DIEGO COUNTY SHERIFF	102225	OCT 2023 SHERIFF SERVICES	\$ 700,506.18
WESTERN RIM CONSTRUCTORS, INC.	102289	VET PARK MULTI-USE FIELD IMPROV. (P22102)	\$ 108,364.07
CALPERS	DFT0007476	MEDICAL INSURANCE	\$114,124.51

The following registers are submitted for Council ratification:

Accounts Payable:

DATE	CHECK NUMBER	AMOUNT(S)
11/30/2023	CK102074-CK102102	\$ 31,917.95
12/7/2023	CK102103-CK102147	248,700.97
12/14/2023	CK102148-CK102190	286,492.87
12/21/2023	CK102191-CK102237	1,137,578.91
1/4/2024	CK102238-CK102289	403,881.64
	Sub-Total	\$ 2,108,572.34

DATE	EFT/DRAFT NUMBER	AMOUNT(S)
11/28/2023	DFT0007353-56; DFT0007363-64; DFT0007461-65	\$ 16,245.84
11/29/2023	DFT0007365; DFT0007374-92; DFT0007398-7401	148,628.91
11/30/2023	DFT0007396-97	13,031.05
12/1/2023	DFT0007459, DFT0007471; DFT0007474-76; DFT0007496-98	127,508.21
12/8/2023	EFT1639-43; DFT0007429; DFT0007451-54; DFT0007456	102,795.02
12/12/2023	DFT0007432-50	68,931.73
12/22/2023	DFT0007468-69; DFT0007499-7504	99,631.97
1/5/2023	DFT0007466-67; DFT0007477-95	67,617.80
	Sub-Total	\$ 644,390.53

Total reflected in the attached Expense Approval Report: **\$ 2,752,962.87**

Payroll Checks/Direct Deposits

DATE	CHECK/EFT NUMBER	AMOUNT(S)
12/7/2023	CK49027-49033; EFT0000169	\$ 237,824.69
12/21/2023	CK49034-49038; EFT0000170	261,235.74
1/4/2024	CK49039-49042; EFT0000171	232,899.60
	Sub-Total	\$ 731,960.03

TOTAL: \$ 3,484,922.90

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL ANALYSIS:

Warrants are issued from budgeted funds and there is no additional impact on reserves.

ATTACHMENTS:

ATT 1 - Expense Approval Report – 11.25.2023-1.5.2024