



CITY COUNCIL

STAFF REPORT

January 15, 2025

ITEM TITLE: RATIFICATION OF WARRANT REGISTER FOR THE PERIOD FROM DECEMBER 7, 2024 TO JANUARY 3, 2025. (0300-25)

ORIGINATING DEPARTMENT:

Finance

EXECUTIVE SUMMARY:

Staff is recommending that the City Council ratify the accompanying Warrant Register for the period from December 7, 2024, to January 3, 2025, in the amount of \$1,792,496.89.

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 regularly scheduled meeting. The attached Warrant Register containing checks and electronic funds transfers for the period from December 7, 2024, to January 3, 2025, in the amount of \$1,792,496.89, 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
SAN DIEGO COUNTY SHERIFF	104484	OCT 2024 SHERIFF SERVICES	\$726,393.86

The following registers are submitted for Council ratification:

Accounts Payable:

<i>DATE</i>	<i>CHECK NUMBER</i>	<i>AMOUNT(S)</i>
12/12/2024	CK104409-CK104454	\$ 160,101.49
12/19/2024	CK104455-CK104497	841,964.70
12/20/2024	CK104498-CK104501	15,996.86
	Sub-Total	\$ 1,018,063.05

<i>DATE</i>	<i>EFT/DRAFT NUMBER</i>	<i>AMOUNT(S)</i>
12/9/2024	DFT0008919-38	\$ 70,723.99
12/17/2024	DFT0008992	200.00
12/20/2024	DFT0008953-54; DFT00062-81; DFT00086-89; DFT000091	181,006.64
	Sub-Total	\$ 251,930.63

Total reflected in the attached Expense Approval Report: **\$1,269,993.68**

Check Reversals/Voids:

<i>DATE</i>	<i>CHECK/EFT NUMBER</i>	<i>AMOUNT(S)</i>
N/A	N/A	\$
	Sub-Total	\$

Payroll Checks/Direct Deposits

<i>DATE</i>	<i>CHECK/EFT NUMBER</i>	<i>AMOUNT(S)</i>
12/19/2024	CK49218-222; EFT0000214	\$ 275,330.50
1/2/2025	CK49223-226; EFT0000215	247,172.71
	Sub-Total	\$ 522,503.21

TOTAL: \$ 1,792,496.89

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 –12.07.2024 – 01.03.2025