



CITY COUNCIL

STAFF REPORT

April 16, 2025

ITEM TITLE: RATIFICATION OF WARRANT REGISTER FOR THE PERIOD FROM MARCH 22, 2025 TO APRIL 4, 2025. (0300-25)

ORIGINATING DEPARTMENT:

Finance

EXECUTIVE SUMMARY:

Staff is recommending that the City Council ratify the accompanying Warrant Register for the period from March 22, 2025, to April 4, 2025, in the amount of \$1,531,550.58.

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 March 22, 2025, to April 4, 2025, in the amount of \$1,531,550.58, 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 | 104975 | FEB 2025 SHERIFF SERVICES | \$ 715,577.46 |

The following registers are submitted for Council ratification:

Accounts Payable:

| <i>DATE</i> | <i>CHECK NUMBER</i> | <i>AMOUNT(S)</i> |
|-------------|---------------------|------------------|
| 3/27/2025 | CK104954-CK104984 | \$ 992,688.41 |
| 4/3/2025 | CK104985-CK105014 | 105,326.89 |
| | | |
| | Sub-Total | \$ 1,098,015.30 |

| <i>DATE</i> | <i>EFT/DRAFT NUMBER</i> | <i>AMOUNT(S)</i> |
|-------------|--|------------------|
| 3/24/2025 | DFT0009328-29 | \$ 754.83 |
| 3/26/2025 | DFT0009331 | 25.00 |
| 3/27/2025 | DFT0009362 | 12,500.10 |
| 3/28/2025 | 1799-1803; DFT0009330; DFT0009338-57; DFT0009363-65; DFT0009367; DFT0009370 | 174,076.06 |
| | | |
| | Sub-Total | \$ 187,355.99 |

Total reflected in the attached Expense Approval Report: **\$ 1,285,371.29**

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> |
|-------------|-------------------------|------------------|
| 3/27/2025 | CK49252-57; EFT0000225 | \$ 246,179.29 |
| | | |
| | Sub-Total | \$ 246,179.29 |

TOTAL: \$ 1,531,550.58

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 – 03.22.2025 – 04.04.2025