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DATE: June 3, 2024

TO: Honorable Mayor and Members of the City Council through City Manager

FROM: Jessie Gooch, Finance Director

SUBJECT: Resolution Accepting Claims and Bills for January, February and March 2024

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### **RECOMMENDATION**

It is recommended that the City Council adopt the attached Resolution Accepting Claims and Bills for January, February and March 2024.

### **BACKGROUND**

The City Charter requires that all Claims and Bills are examined by the City Auditor and approved by the City Manager.

Charter Section 64 provides, in part that: The Auditor shall examine all payrolls, bills and other claims and demands against the City, and shall issue no warrant or check for payment unless he finds the claim is in proper form, correctly computed and duly certified; that it is justly and legally due and payable; that a budget appropriation has been made therefore which has not been exhausted, or that the payment has been otherwise legally authorized; and that there is money in the City Treasury to make payment.

### **DISCUSSION**

The City presents all paid Claims and Bills to the City Council for review and acceptance. The City's check register lists payments made by check, and a six-digit number identifies them. The electronic fund transfers are processed through the Accounts Payable system and follow the same numbering system as the checks.

### **PUBLIC OUTREACH**

This agenda item was noticed in compliance with the Ralph M. Brown Act and was on a previously noticed tentative agenda.

### **ENVIRONMENTAL REVIEW**

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, in that paying the City's claims and bills does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

### **FINANCIAL IMPACTS**

Claims for January through March 2024 for all funds, total \$34,151,959.42. Of that amount \$4,110,141.91 are claims in the General Fund. The balance of the claims in all other funds is \$30,041,817.51.

### **ATTACHMENTS**

1. Resolution
2. Exhibit A - January 2024 Register
3. Exhibit B - February 2024 Register
4. Exhibit C - March 2024 Register