



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** April 17, 2024

**To:** Honorable Mayor and City Council Members

**From:** Charles A. Montoya, City Manager;  
Barbara Whitehorn, Director of Finance & Management Services

**Department:** Finance

**Subject:** **Approval of Commercial and Payroll Disbursements (All Wards)**

**Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California approve the commercial and payroll disbursements for March 2024.

**Executive Summary**

This action is to approve the commercial and payroll disbursements. This is regular business of the Mayor and City Council ensuring that the City pays vendors, employees, and the retirement system timely, accurately and with full transparency for the community.

**Background**

Completed commercial and payroll disbursement registers are submitted to the Mayor and City Council for approval. This happens on a regular basis, typically every meeting for the most recently completed disbursement registers.

The detailed warrant registers are available on the City Website and are updated weekly by the Finance Department. The registers may be accessed by copying the following link into an internet browser:

[https://sbcity.org/city\\_hall/finance/warrant\\_register](https://sbcity.org/city_hall/finance/warrant_register)

## **Discussion**

### **Gross Payroll**

Bi-Weekly for March 14, 2024	\$3,422,551.59
Bi-Weekly for March 28, 2024	\$3,057,181.65
Monthly for March 15, 2024	<u>\$26,950.00</u>
Total Payroll Demands:	\$6,506,683.24

The following check registers are being presented for approval:

March 14, 2024	2023/24 (Register #45)	\$966,167.30
March 7, 2024	2023/24 (Register #46)	\$765,278.81
March 21, 2024	2023/24 (Register #47)	\$3,179,186.55
March 28, 2024	2023/24 (Register #48)	<u>\$837,925.86</u>
Total commercial check demands:		\$5,748,558.52

The following Electronic Funds Transfer (EFT) registers presented for approval:

February 1, 2024-February 28, 2024	2023/24 (Register #1596-1611)	<u>\$3,662,292.13</u>
Total commercial EFT demands:		\$3,662,292.13

## **2021-2025 Strategic Targets and Goals**

Approval of the noted check and EFT registers for commercial and payroll disbursements align with Key Target No. 1: Improved Operational & Financial Capacity by creating a framework for spending decisions.

## **Fiscal Impact**

Amounts noted in the disbursement registers have no further fiscal impact. Amounts were paid consistent with existing budget authorization and no further budgetary impact is required.

## **Conclusion**

It is recommended that the Mayor and City Council of the City of San Bernardino approve the commercial and payroll disbursements for March 2024.

## **Attachments**

Attachment 1	Payroll Summary Report for March 2024
Attachment 2	Commercial checks & Payroll Register #45
Attachment 3	Commercial checks & Payroll Register #46
Attachment 4	Commercial checks & Payroll Register #47
Attachment 5	Commercial checks & Payroll Register #48
Attachment 6	Commercial EFT Registers #1596-1611

**Ward:**  
All Wards

**Synopsis of Previous Council Actions:**  
NA