



CITY OF MENIFEE

SUBJECT: Warrant Register

MEETING DATE: August 7, 2024

TO: Mayor and City Council

PREPARED BY: Ann-Marie Etienne, Finance Manager

REVIEWED BY: Travis Hickey, Chief Financial Officer

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Ratify and approve the Voucher Lists dated 06/28/2024, 07/05/2024, and 07/12/2024, the Payroll Register/Other EFTs dated 07/02/2024, 07/03/2024, 07/05/2024, 7/11/2024, 7/15/2024, and 07/16/2024, and the Void Check Listing PE 06/30/2024 which have a total budgetary impact of \$4,808,157.74.

DISCUSSION

The City of Menifee Municipal Code Chapter 3.16.050 requires that the City Council audit payments of demands and direct the City Manager to issue checks. The attached Voucher Lists and all corresponding invoices have been reviewed and approved for accuracy by the Finance Manager and by the Chief Financial Officer. Beginning with the 7/5/2024 Voucher List, transactions and reports are generated through the new ERP system. Therefore, there are slight formatting changes from prior reports. Voucher Lists dated 06/28/2024, 07/05/2024, and 07/12/2024, the Payroll Register/Other EFTs 07/02/2024, 07/03/2024, 07/05/2024, 7/11/2024, 7/15/2024, and 07/16/2024, and the Void Check Listing PE 06/30/2024 have a total budgetary impact of \$4,808,157.74.

STRATEGIC PLAN OBJECTIVE

Regular City Business

FISCAL IMPACT

As indicated previously, the payments of demand above have a total budgetary impact of \$4,808,157.74, which is available in the Fiscal Year 2023/24 and 2024/25 Budget. No additional budget appropriation action(s) is required.

ATTACHMENTS

1. Voucher Listing 06/28/2024
2. Voucher Listing 07/05/2024
3. Voucher Listing 07/12/2024
4. Payroll Register/Other EFTs
5. Void Check Listing A-P
6. City Credit Card Details