

*We are a welcoming, active, and business-friendly rural foothill community built on California's rich gold rush history.*



**City Manager's Report**  
**December 12, 2023 City Council Meeting**  
**Prepared by: Candace Bernardi, City Treasurer/Accountant**  
**Item #: 7.3**

**Subject:** Approve the Payroll Register as presented.

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**Recommendation:** Approve the payroll register as presented.

**Purpose:** To authorize payment to the City's employees for employment services.

**Strategic Plan Strategy:** Fiscal Stability/Sustainability: Strategy No. 6-Meet Financial Commitments and Reporting Requirements.

**Background:** The City pays its employees on a bi-weekly basis. The results of each payroll are presented to the City Council for approval approximately every two weeks.

**Discussion:** The payroll register for the Pay Period 11 is for payroll dates 11/11/2023 through 11/24/23. The checks were issued on 11/30/23; beginning with check number 62657 through ending check number 62680 to pay employees for employment services.

**Options:**

1. Approve the payroll register as presented.
2. Direct staff to take other actions.

**Environmental:** Tonight's action is not applicable.

**Cost:** The payroll register dated November 30, 2023 totals \$391,807.20.

**Budget Impact:** The \$391,807.20 in total authorized expenditures fall within the amounts of the operating and capital improvement program budgets that were adopted by the City Council.

**M. Cleve Morris, City Manager**

**Candace Bernardi, City Treasurer/  
Accountant**