

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



City Manager's Report
January 28, 2025 City Council Meeting
Prepared by: Briana Delfino, Acting Accountant
Item #: 7.3

Subject: Approve the Payroll Register as presented.

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 15 is for payroll dates 01/04/25 through 01/17/25. The checks were issued on 01/23/25; beginning with check number 63749 through ending check number 63783 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 January 23, 2025 totals \$539,963.37

Budget Impact: The \$539,963.37 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

**Briana Delfino, Acting
Accountant**