



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6748
September 2, 2025
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6748: Certification for Claims Paid August 1, 2025 through August 15, 2025	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve the Accounts Payable Certification for Claims paid August 1, 2025 through August 15, 2025 in the amount of \$3,813,089.66.	

DEPARTMENT:	Finance
STAFF:	Matt Mornick, Finance Director LaJuan Tuttle, Deputy Finance Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Certification for Claims Paid August 1 - 15, 2025
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to approve the August 1, 2025 through August 15, 2025 Accounts Payable Certification of Claims in the amount of \$3,813,089.66. (see Exhibit 1)

BACKGROUND

Claims refer to all external payments that are made to satisfy the obligations of the City, regardless of how payments are processed (e.g., through warrants, checks, electronic funds transfers, etc.). [RCW 42.24.080](#) requires that all claims presented against the City must be certified by the appropriate official to ensure that the claims are just, true, and unpaid obligations against the City, before payment can be made.

[RCW 42.24.180](#) allows the payment of claims to occur prior to City Council approval to expedite processing of the payment of claims, provided, however, that review and approval of the claims' documentation occurs at the next regularly scheduled public meeting.

ISSUE/DISCUSSION

The Enterprise ERP claims reports (see Exhibit 1) include:

- The **Accounts Payable Report by Check Number** report that presents a simple check register listing of payments by type and check number.
- The **Accounts Payable Report by Organization** report that presents accounts payable claims by department as represented by the “ORG” code.

These reports combine printed checks and electronic payments. The disbursement method is identified by the Type code on the claim reports:

- Type **M** are direct disbursements or wire transfers. Note that “check” numbers are single digits to easily identify them as distinct from printed checks.
- Type **P** are printed accounts payable checks.
- Type **T** are electronic funds transfers. “Check” numbers started at 5000 for this payment type.
- Type **V** are voided accounts payable checks. The report will show the original check amount in the corresponding detail, but the check total is listed as \$0.00.

RECOMMENDED ACTION

Approve the August 1, 2025 through August 15, 2025 Accounts Payable Certification of Claims in the amount of \$3,813,089.66 and authorize the Mayor to sign the certification on behalf of the entire City Council.