



## 2024 CUT OFF DATES FOR ACCOUNTS PAYABLE CLAIMS LIST

INVOICES MUST BE RECEIVED IN THE  
FINANCE DEPARTMENT BY:

TO BE PLACED ON THE CLAIMS LIST FOR  
THE CITY COUNCIL MEETING ON:

December 15, 2023  
December 29, 2023  
January 19, 2024  
February 2, 2024  
February 16, 2024  
March 1, 2024  
March 15, 2024  
March 29, 2024  
April 19, 2024  
May 3, 2024  
May 17, 2024  
May 31, 2024  
June 14, 2024  
June 28, 2024  
July 19, 2024  
August 2, 2024  
August 16, 2024  
August 30, 2024  
September 20, 2024  
October 4, 2024  
October 18, 2024  
November 1, 2024  
November 15, 2024  
November 29, 2024

January 2, 2024\*  
January 16, 2024\*  
February 5, 2024  
February 20, 2024\*  
March 4, 2024  
March 18, 2024  
April 1, 2024  
April 15, 2024  
May 6, 2024  
May 20, 2024  
June 3, 2024  
June 17, 2024  
July 1, 2024  
July 15, 2024  
August 5, 2024  
August 19, 2024  
September 3, 2024\*  
September 16, 2024  
October 7, 2024  
October 21, 2024  
November 4, 2024  
November 18, 2024  
December 2, 2024  
December 16, 2024

\* Moved to Tuesday due to Holiday

ATTENTION: Due to staff vacations and/or holidays, some billing cycles may be subject to change to allow time to process the claims list for the indicated council meeting. Notice will be given in advance as to these changes in dates.

NOTE: Invoices must be submitted no later than noon on the day shown to allow staff time to process. Invoices not submitted by noon on the day shown will not be processed until the next billing cycle.