



## ADMINISTRATIVE SERVICES DEPARTMENT

CITY HALL  
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255  
TELEPHONE: (408) 777-3220 • FAX: (408) 777-3109  
CUPERTINO.ORG

### CITY COUNCIL STAFF REPORT

Meeting: September 4, 2024

#### Subject

Ratifying Accounts Payable for the periods ending July 5, 2024; July 12, 2024; July 19, 2024; and July 26, 2024

#### Recommended Action

- A. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending July 5, 2024;
- B. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending July 12, 2024;
- C. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending July 19, 2024; and
- D. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending July 26, 2024

#### Discussion

Unlike the Monthly Treasurer's and Treasurer's Investment Reports requiring regular reporting within a specific number of days, pursuant to California Government Code Section 41004 and 53607, the frequency of reporting the City's Payment Register follows the City Resolution No. 5939, where the report will be "presented to the City Council not less often than once a month for ratification." As such, monthly batches of Weekly Payment Registers are presented to City Council on the second meeting following the close of the reporting period to ensure sufficient time to present the previous month's batches within one report.

The City Council did not hold a meeting in August as outlined in the approved City Council Procedures Manual, Section 8.11 City Council Recess Period, with no opportunity to provide the Weekly Payment Registers covering July's disbursements. Following the approved resolution while considering the Recess Period, the July reporting period is being presented in the first meeting following the recess.

#### Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

California Environmental Quality Act

Not applicable.

---

Prepared by: Jonathan Orozco, Finance Manager

Reviewed by: Kristina Alfaro, Director of Administrative Services and City Treasurer

Approved for Submission by: Pamela Wu, City Manager

A – Draft Resolution 7.5.24

B – Weekly AP Payment Register for the Period Ending 7.5.24

C – Draft Resolution 7.12.24

D – Weekly AP Payment Register for the Period Ending 7.12.24

E – Draft Resolution 7.19.24

F – Weekly AP Payment Register for the Period Ending 7.19.24

G – Draft Resolution 7.26.24

H – Weekly AP Payment Register for the Period Ending 7.26.24