



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 6, 2023

Subject

Ratifying Accounts Payable for the periods ending July 7, 2023; July 14, 2023; July 21, 2023; and July 28, 2023.

Recommended Action

- A. Adopt Resolution no. 23-XXX ratifying Accounts Payable for the Period ending July 7, 2023;
- B. Adopt Resolution no. 23-XXX ratifying Accounts Payable for the Period ending July 14, 2023;
- C. Adopt Resolution no. 23-XXX ratifying Accounts Payable for the Period ending July 21, 2023; and
- D. Adopt Resolution no. 23-XXX ratifying Accounts Payable for the Period ending July 28, 2023.

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

No California Environmental Quality Act impact.

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 7.7.23

B – Weekly AP Payment Register for the Period Ending 7.7.23

C – Draft Resolution 7.14.23

D – Weekly AP Payment Register for the Period Ending 7.14.23

E – Draft Resolution 7.21.23

F – Weekly AP Payment Register for the Period Ending 7.21.23

G – Draft Resolution 7.28.23

H – Weekly AP Payment Register for the Period Ending 7.28.23