



## ADMINISTRATIVE SERVICES DEPARTMENT

CITY HALL  
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### CITY COUNCIL STAFF REPORT

Meeting: November 19, 2024

#### Subject

Ratifying Accounts Payable for the periods ending October 4, 2024; October 11, 2024; October 18, 2024; and October 25, 2024

#### Recommended Action

- A. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending October 4, 2024;
- B. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending October 11, 2024;
- C. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending October 18, 2024; and
- D. Adopt Resolution No. 24-XXX ratifying Accounts Payable for the Period ending October 25, 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.

#### Sustainability Impact

No sustainability impact.

#### Fiscal Impact

No fiscal impact.

#### California Environmental Quality Act

Not applicable.

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Prepared by: Jonathan Orozco, Finance Manager

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

Approved for Submission by: Tina Kapoor, Acting City Manager

A – Draft Resolution 10.4.24

B – Weekly AP Payment Register for the Period Ending 10.4.24

C – Draft Resolution 10.11.24

D – Weekly AP Payment Register for the Period Ending 10.11.24

E – Draft Resolution 10.18.24

F – Weekly AP Payment Register for the Period Ending 10.18.24

G – Draft Resolution 10.25.24

H – Weekly AP Payment Register for the Period Ending 10.25.24