



ADMINISTRATIVE SERVICES DEPARTMENT

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

CITY COUNCIL INFORMATIONAL MEMORANDUM

Date: February 27, 2025

To: Cupertino City Council

From: Jonathan Orozco, Finance Manager

Re: Receive the Monthly Treasurer's Report for January 2025

Background

California Government Code Section 41004 states:

Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. The city treasurer shall file a copy with the legislative body.

The City's Municipal Code Section 2.24.030 Monthly Reports states:

The Treasurer shall make monthly reports which conform to the requirements of Government Code Section 41004. Said reports shall be delivered to the City Council, the City Manager and made available for review by such other persons who may so request.

The Treasurer's Report (report and accounting of all receipts, disbursements, and fund balances) is made available to City Council in compliance with the aforementioned requirements.

Cash vs. Accrual Basis Accounting

Cash basis accounting and accrual basis accounting differ in the way revenues and expenses are recognized and recorded, primarily with regard to their timing.

Under cash basis accounting, revenues are recorded when payment is received, and expenses are recorded when payment is made. This method of accounting recognizes transactions only when cash changes hands. In contrast, accrual basis accounting recognizes revenues when they are earned (but not necessarily received) and expenses when they are incurred (but not necessarily paid). This method of accounting recognizes transactions as they occur, regardless of whether cash has been exchanged.

Receipts, disbursements, and cash balance are measured on a cash basis. The cash balance shows the total cash and investments in the City's accounts. The ending balance is the beginning balance plus receipts minus disbursements. Journal adjustments generally include transactions recorded in other systems and imported into New World, Council-approved budget adjustments, quarterly Cost Allocation Plan (CAP) charges, and quarterly interest earnings.

Revenues, expenditures, and fund balance are measured on an accrual basis. As a result, the amount in fund balance does not mean the City has that much cash on hand. Instead, fund balance is the difference between assets and liabilities. The ending balance is the beginning balance plus revenues minus expenditures.

Treasurer's Report

The report provides an update on the City's cash and fund balances for December 2024. The report is as of February 25, 2025.

Note: Beginning balances have been updated to account for any final adjustments made as part of the month-end close that could not be completed before the prior report's preparation. These adjustments were necessary due to time constraints associated with completing the month-end close process and generating the report.

Receipts, Disbursements, and Cash Balance

The City's General Fund ending cash and investment balance was \$207.1 million, increasing by \$11.6 million from the prior month. Receipts were \$16.3 million, disbursements were \$(5.4) million, and journal adjustments were \$676,096 for the month.

The City's total ending cash and investment balance was \$311.7 million, increasing by \$13.3 million from the prior month. Receipts were \$19.4 million, disbursements were \$(7.2) million, and journal adjustments were \$1.1 million for the month.

Journal adjustments included the following:

- Parks and Recreation transactions imported from Active Network into New World

- Investment and interest earnings
- Worker's Compensation Journals

Fund Balance/Net Position

The City's General Fund ending fund balance was \$136.8 million, increasing by \$10.1 million from the prior month due to revenues of \$16.0 million and expenditures of \$6.0 million.

The City's total ending fund balance was \$236.4 million, increasing by \$10.8 million from the prior month due to revenues of \$18.9 million and expenditures of \$8.0 million.

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

California Environmental Quality Act

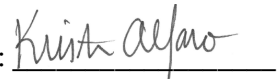
Not applicable.

Prepared by:



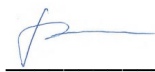
Jonathan Orozco
Finance Manager

Reviewed by:



Kristina Alfaro
Director of Administrative Services

Approved for Submission by:



Pamela Wu
City Manager

Attachments:

A – Report of City-wide Receipts, Disbursements, and Cash Balances January 2025

B – Report of City-wide Fund Balances/Net Position January 2025

January 2025 Report of City-wide Receipts, Disbursements, and Cash Balances
Cash and Investments

Fund Type	Fund Number/Name	Beginning Balance as of December 31, 2024	Receipts	Disbursements	Journal Adjustments	Ending Balance as of January 31, 2025
General Fund	100 General Fund	195,496,868	16,333,521	(5,429,346)	676,096	207,077,139
General Fund	130 Investment Fund	0	-	-	-	0
Special Revenue Funds	210 Storm Drain Improvement	146,261	-	-	428	146,689
Special Revenue Funds	215 Storm Drain AB1600	2,129,612	18,492	-	6,231	2,154,335
Special Revenue Funds	230 Env Mgmt Cln Crk Strm Drain	230,483	832,394	(54,579)	674	1,008,972
Special Revenue Funds	260 CDBG	322,670	18,937	(9,377)	1,618	333,848
Special Revenue Funds	261 HCD Loan Rehab	230,372	-	-	-	230,372
Special Revenue Funds	265 BMR Housing	4,798,359	55,668	(34,546)	14,039	4,833,521
Special Revenue Funds	270 Transportation Fund	15,538,766	1,263,813	(565,375)	45,464	16,282,668
Special Revenue Funds	271 Traffic Impact	833,612	46,630	-	2,439	882,681
Special Revenue Funds	280 Park Dedication	19,576,154	609,000	-	57,277	20,242,431
Special Revenue Funds	281 Tree Fund	67,736	4,525	-	198	72,459
Debt Service Funds	365 Public Facilities Corp	2,394,350	-	-	-	2,394,350
Capital Project Funds	420 Capital Improvement Fund	35,263,632	21,365	(234,348)	-	35,050,649
Capital Project Funds	427 Stevens Creek Corridor Park	157,338	-	-	-	157,338
Capital Project Funds	429 Capital Reserve*	2,637,212	-	-	-	2,637,212
Enterprise Funds	520 Resource Recovery	5,291,331	143,591	(152,581)	15,482	5,297,823
Enterprise Funds	560 Blackberry Farm	987,135	3,679	(65,691)	51,406	976,529
Enterprise Funds	570 Sports Center	862,235	-	(107,132)	107,279	862,383
Enterprise Funds	580 Recreation Program	3,166,506	9,738	(90,310)	76,494	3,162,428
Internal Service Funds	610 Innovation & Technology	3,301,357	979	(224,740)	9,659	3,087,256
Internal Service Funds	620 Workers' Compensation	3,670,296	-	(7,588)	5,597	3,668,305
Internal Service Funds	630 Vehicle/Equip Replacement	1,151,281	11,356	(61,541)	3,368	1,104,465
Internal Service Funds	641 Compensated Absence/LTD	699,441	-	(7,933)	2,046	693,555
Internal Service Funds	642 Retiree Medical	(531,796)	-	(137,270)	-	(669,066)
Total		\$ 298,421,212	\$ 19,373,690	\$ (7,182,357)	\$ 1,075,796	\$ 311,688,341

* For reporting purposes, this fund rolls up/combines with Fund 420

Printed February 25, 2025

For more information on funds, please see cupertino.org/fund-structure

January 2025 Report of City-wide Fund Balances/Net Position

Fund Type	Fund Number/Name	Beginning Fund Balance as of December 31, 2024	Revenues	Expenditures	Ending Fund Balance as of January 31, 2025
General Fund	100 General Fund	126,684,726	16,038,231	5,955,145	136,767,812
General Fund	130 Investment Fund	229,425	-	-	229,425
Special Revenue Funds	210 Storm Drain Improvement	2,123,768	428	-	2,124,196
Special Revenue Funds	215 Storm Drain AB1600	1,881,419	24,723	-	1,906,142
Special Revenue Funds	230 Env Mgmt Cln Crk Strm Drain	926,715	881,046	80,048	1,727,713
Special Revenue Funds	260 CDBG	1,743,050	20,029	15,670	1,747,409
Special Revenue Funds	261 HCD Loan Rehab	222,016	-	-	222,016
Special Revenue Funds	265 BMR Housing	9,555,168	69,708	43,052	9,581,823
Special Revenue Funds	270 Transportation Fund	10,761,111	633,585	635,371	10,759,325
Special Revenue Funds	271 Traffic Impact	773,723	49,069	-	822,792
Special Revenue Funds	280 Park Dedication	18,792,029	666,277	-	19,458,306
Special Revenue Funds	281 Tree Fund	78,573	4,723	-	83,296
Debt Service Funds	365 Public Facilities Corp	250	-	-	250
Capital Project Funds	420 Capital Improvement Fund	20,051,835	3,230	245,153	19,809,912
Capital Project Funds	427 Stevens Creek Corridor Park	157,343	-	-	157,343
Capital Project Funds	429 Capital Reserve*	13,744,638	-	-	13,744,638
Enterprise Funds	520 Resource Recovery	4,552,641	159,073	228,063	4,483,651
Enterprise Funds	560 Blackberry Farm	680,628	57,950	73,980	664,599
Enterprise Funds	570 Sports Center	1,766,251	84,258	118,977	1,731,532
Enterprise Funds	580 Recreation Program	2,872,732	131,223	109,530	2,894,425
Internal Service Funds	610 Innovation & Technology	2,382,716	9,734	286,222	2,106,228
Internal Service Funds	620 Workers' Compensation	2,365,497	10,674	14,203	2,361,968
Internal Service Funds	630 Vehicle/Equip Replacement	2,738,038	14,724	77,652	2,675,110
Internal Service Funds	641 Compensated Absence/LTD	558,349	2,056	7,942	552,463
Internal Service Funds	642 Retiree Medical	(122,868)	-	137,270	(260,138)
Total		\$ 225,519,771	\$ 18,860,741	\$ 8,028,277	\$ 236,352,235

* For reporting purposes, this fund rolls up/combines with Fund 420

Printed February 25, 2025

For more information on funds, please see cupertino.org/fund-structure