



# City of Santa Clara

## Meeting Agenda

### Council and Authorities Concurrent Meeting

Tuesday, February 11, 2020

4:00 PM

City Hall Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

**\*Updates:** Item 20-41 - Agenda Report contents updated

#### **4:00 PM CLOSED SESSION**

Call to Order in the Council Chambers

Confirmation of Quorum

#### **Public Comment**

*The public may provide comments regarding the Closed Session item(s) just prior to the Council beginning the Closed Session. Closed Sessions are not open to the public.*

**20-213** [Conference with Legal Counsel-Existing Litigation \(SA\)](#)  
[Pursuant to Gov't Code § 54956.9\(d\)\(1\)](#)  
[Forty Niners Stadium Management Company LLC, et al. v.](#)  
[Santa Clara Stadium Authority, et al., Santa Clara County](#)  
[Superior Court Case No. 17CV304903](#)

**20-214** [Conference with Legal Counsel-Existing Litigation \(CC, SA\)](#)  
[Pursuant to Gov't Code § 54956.9\(d\)\(1\)](#)  
[Forty Niners Stadium Management Company LLC, et al. v. City](#)  
[of Santa Clara and Santa Clara Stadium Authority, et al., Santa](#)  
[Clara County Superior Court Case No. 19CV355432](#)

Convene to Closed Session (Council Conference Room)

#### **5:00 PM COUNCIL REGULAR MEETING**

Call to Order

Pledge of Allegiance and Statement of Values

Roll Call

1. **20-1275** [Discussion and Council Direction on Assigned Responsibilities](#)  
[of City Council Appointed City Auditor \[Council Pillar:](#)  
[Enhance Community Engagement and Transparency\]](#)  
**Recommendation:** Staff makes no recommendation.

**REPORTS OF ACTION TAKEN IN CLOSED SESSION MATTERS**

**CONTINUANCES/EXCEPTIONS**

**SPECIAL ORDER OF BUSINESS**

2.     **20-34**     [Presentation by Santa Clara Relay for Life](#)
3.     **20-107**   [Recognition of Recipients of the Grants from Proceeds of the 2019 Santa Clara Art & Wine Festival](#)  
  
          **Recommendation:** Recognize the recipients of the 2019 Art & Wine Festival grants.
4.     **20-217**   [Proclaim February 2020 as Black History Month](#)

**CONSENT CALENDAR**

*[Items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff, or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.]*

- 5.A    **20-124**   [Action on Council and Authorities Concurrent Meeting Minutes of December 10, 2019 and December 17, 2019 \[Council Pillar: Enhance Community Engagement and Transparency\]](#)  
  
          **Recommendation:** Note and file Council and Authorities Concurrent Meeting Minutes of December 10, 2019 and December 17, 2019.
- 5.B    **20-03**    [Board, Commissions and Committee Minutes \[Council Pillar: Enhance Community Engagement and Transparency\]](#)  
  
          **Recommendation:** Note and file the Minutes of:  
  
                                  Charter Review Committee - October 17, 2019  
                                  Parks & Recreation Commission - November 19, 2019  
                                  Planning Commission - December 11, 2019  
                                  Bicycle & Pedestrian Advisory Committee - September 5, 2019  
                                  Bicycle & Pedestrian Advisory Committee - October 28, 2019

- 5.C 20-191 [Economic Development, Communications, and Marketing Committee Minutes of December 2, 2019 \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Approve the Economic Development, Communications, and Marketing Committee minutes of December 2, 2019.

- 5.D 20-31 [Action on Bills and Claims Report \(CC, SA, SOSA\) for the period December 20th, 2019 - January 16th, 2020 \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Approve the list of Bills and Claims for December 20, 2019 - January 16, 2020.

- 5.E 20-1468 [Action on Monthly Financial Status and Investment Reports for November 2019 and Approve the Related Budget Amendments \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Note and file the Monthly Financial Status and Investment Reports for November 2019 as presented and Approve Related Budget Amendments.

- 5.F 20-1413 [Approve the 2020 Agreement with the County of Santa Clara to accept County funding for the purchase of Emergency Medical Services equipment and Related Budget Amendment \[Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure\]](#)

**Recommendation:**

1. Approve the 2020 Agreement with the County of Santa Clara to accept County funding for the purchase of Emergency Medical Services equipment and related budget amendment;
2. Authorize the City Manager to execute the Agreement and any subsequent amendments on behalf of the City; and
3. Approve related budget amendment.

**5.G 20-198** [Action on Amendments to Appointments to City Committees and Area Wide/Outside Agency Committees for the 2020 Calendar Year \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Approve the amendments to appointments to City Committees and Area Wide/Outside Agency Committees for the 2020 Calendar Year.

**5.H 20-69** [Action on Disbursement of Proceeds from the 2019 Santa Clara Art & Wine Festival and Related Budget Amendment \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:**

1. Approve the related budget amendment in the Public Donation Fund to recognize revenue from the Santa Clara Art & Wine Festival in the amount of \$149,440 and increase the Art, and Wine Festival appropriation by \$92,584 and establish a Transfer to the General Fund in the amount of \$56,856; in the General Fund, establish a transfer from the Public Donation Fund in the amount of \$56,856 and increase the Budget Stabilization Reserve by \$56,856; and
2. Authorize City Manager to disburse grants in the amount of \$56,000 to local programs and services as recommended by the Parks & Recreation Commission.



**5.I 20-1478** [Action on Award of Contract for the Homeridge Park Playground Rehabilitation Project \(CE 17-18-20\) and Related Budget Amendment \[Council Pillar: Enhance Community Sports and Recreational Assets\]](#)

- Recommendation:**
1. Approve the establishment of a new Capital Improvement Program Project within the Parks and Recreation Capital Fund for the Homeridge Park Playground Rehabilitation Project and approve the related budget amendment in the Parks and Recreation Capital Fund to use \$1,069,600 from the Unallocated Quimby Act Fees Fund Balance and a donation of \$41,490 from GameTime to establish the Project budget in the amount of \$1,111,090;
  2. Award the Public Works Contract for the Homeridge Park Playground Rehabilitation Project (CE 17-18-20) to the lowest responsive and responsible bidder, Star Construction, Inc., in the amount of \$703,000 and authorize the City Manager to execute any and all documents associated with, and necessary for the award, completion, and acceptance of this Project; and
  3. Authorize the City Manager to execute change orders up to approximately 15 percent of the original contract price, or \$105,450, for a total not to exceed amount of \$808,450.

**5.J 20-100** [Action on an Agreement with Tucker Construction, Inc. for Encampment Cleanups and Related Budget Amendment \[Council Pillar: Deliver and Enhance Quality Efficient Services and Infrastructure\]](#)

- Recommendation:**
1. Approve the Agreement with Tucker Construction, Inc.;
  2. Approve the related budget amendment in the General Fund to increase the Public Works Department's Parkways & Boulevards program by \$110,000 and decrease the Budget Stabilization Reserve by \$110,000; and
  3. Authorize the City Manager to approve time extensions and make minor modifications to the agreement, if necessary.

- 5.K 20-149 [Action on Amended Council Policy 030 Entitled “Adding an Item on the Agenda” \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Adopt a Resolution amending Council Policy 030 Adding an Item on the Agenda.

- 5.L 20-147 [Action on Amendment No. 1 to an Agreement for the Performance of Services with Alternative Office Solutions, Inc. to Provide Design, Installation and Reconfiguration of New and Existing Herman Miller Office Cubicles \[Council Pillar: Manage Strategically Our Workforce Capacity and Resources\]](#)

**Recommendation:** Authorize the City Manager to execute Amendment No. 1 to an Agreement for the Performance of Services with Alternative Office Solutions, Inc. to increase the not-to-exceed compensation amount by \$220,534.47 to \$315,974.26 to provide design, installation and reconfiguration of new and existing Herman Miller office cubicles.

- 5.M 20-128 [Action on Amendment No. 3 to the Amended and Restated Agreement with Environmental Risk Services for Consulting Services for the Related Santa Clara Development Project \[Council Pillar: Promote and Enhance Economic and Housing Development\]](#)

**Recommendation:** Approve and authorize the City Manager to execute Amendment No. 3 to the Amended and Restated Agreement with Environmental Risk Services for Consulting Services for the Related Santa Clara Development Project to extend the term through December 31, 2020.

- 5.N 20-170 [Action on a Consent to Assignment Agreement with Hagen, Streiff, Newton, & Oshiro Accountants, P.C. and J.S. Held LLC to provide consulting services for the Santa Clara Stadium Authority \[Council Pillar: Ensure Compliance with Measure J and Manage Levi’s Stadium\]](#)

**Recommendation:** Approve and authorize the Executive Director to execute a Consent to Assignment Agreement between the Santa Clara Stadium Authority, HSNO, and J.S. Held LLC to perform the consulting services for the Santa Clara Stadium Authority.

- 5.O     20-204     [Action on Adoption of Ordinance No. 2011 Amending Chapter 18.76 \("Architectural Review"\) of Title 18 \("Zoning"\) of "The Code of the City of Santa Clara, California" and Making Other Clarifying Changes](#)  
[\[Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure\]](#)

**Recommendation:** Adopt Ordinance No. 2011 Amending Chapter 18.76, ("Architectural Review") of Title 18 ("Zoning") of "The Code of the City of Santa Clara, California" and Making Other Clarifying Changes.

### **PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the Council or authorities on any matter not on the agenda that is within the subject matter jurisdiction of the City or Authorities. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting. Although not required, please submit to the City Clerk your name and subject matter on the speaker card available in the Council Chambers.]*

### **CONSENT ITEMS PULLED FOR DISCUSSION**

### **PUBLIC HEARING/GENERAL BUSINESS**

6.        20-98        [Action on Written Petition received from Alan Todd Bevis regarding Calming Traffic and Noise/SideShow Activity Along Briarwood Drive \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** Staff makes no recommendation.

7.        20-122        [Update on Chief Executive Officer Search for the New Destination Marketing Organization \[Council Pillar: Promote and Enhance Economic and Housing Development\]](#)

**Recommendation:** Note and file report regarding recruitment efforts for a new Chief Executive Officer for the new Destination Marketing Organization.

## 8. Actions on Future Revenue Opportunities/Strategies

- A. 20-41 [Discussion of, and Possible Direction on, Revenue Measures for the November 2020 Ballot \[Council Pillar: Promote and Enhance Economic and Housing Development\]](#)

**Recommendation:** Discussion of, and Possible Direction on Revenue Measures for the November 2020 Ballot.

- B. 20-1394 [Discussion and Direction on the Santa Clara Tourism Improvement District \(TID\) Assessment Formula and Transient Occupancy Tax \[Council Pillar: Promote and Enhance Economic and Housing Development\]](#)

**Recommendation:** Alternatives 3 and 4

3. Direct staff to proceed with changing the TID assessment from \$1.00 per occupied room night to 2% of gross revenue of short-term room rentals for future Council consideration; and
4. Direct staff to commence preparatory work and return to Council to add a November 2020 ballot question which would increase the City's base transient occupancy tax by 2% for a new base rate of 11.5%.

- C. 20-451 [Update and Direction on Commercial Cannabis-Related Items \[Council Pillar: Promote and Enhance Economic and Housing Development\]](#)

**Recommendation:** Alternative 1: Direct staff to prepare an ordinance for Council consideration that will impose a permanent ban on all commercial cannabis activity.

9.      20-192      [Declaration of a Vacancy for Council District 5 and Options to fill the Vacancy \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** 1. Declare District 5 Council seat vacant; and  
2. Staff makes no recommendation as to whether Council should pursue the appointment process or choose to keep the seat vacant until the November 2020 election.

10.     20-145     [Verbal Report from City Clerk regarding March 2020 Election \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

11.     20-206     [City Councilmembers' Town Hall Meetings with the Community \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

**Recommendation:** The City Clerk recommends that Council approve the proposed/recommended Town Hall model, or any other model the Council feels appropriate, including authorization of the necessary budget to proceed.

## **REPORTS OF MEMBERS AND SPECIAL COMMITTEES**

### **CITY MANAGER/EXECUTIVE DIRECTOR REPORT**

- 20-95      [Update on City Council and Stadium Authority Staff Referrals \[Council Pillar: Enhance Community Engagement and Transparency\]](#)
- 20-210    [Tentative Meeting Agenda Calendar \(TMAC\) \[Council Pillar: Enhance Community Engagement and Transparency\]](#)

## **ADJOURNMENT**

The next regular scheduled meeting is on Tuesday evening, February 25, 2020 in the City Hall Council Chambers.

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## MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
[santaclaraca.gov](http://santaclaraca.gov)  
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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**20-213**

**Agenda Date: 2/11/2020**

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### **SUBJECT**

Conference with Legal Counsel-Existing Litigation (SA)

Pursuant to Gov't Code § 54956.9(d)(1)

*Forty Niners Stadium Management Company LLC, et al. v. Santa Clara Stadium Authority, et al.*,  
Santa Clara County Superior Court Case No. 17CV304903



# City of Santa Clara

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[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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**20-214**

**Agenda Date: 2/11/2020**

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### **SUBJECT**

Conference with Legal Counsel-Existing Litigation (CC, SA)

Pursuant to Gov't Code § 54956.9(d)(1)

*Forty Niners Stadium Management Company LLC, et al. v. City of Santa Clara and Santa Clara Stadium Authority, et al.*, Santa Clara County Superior Court Case No. 19CV355432





## Agenda Report

20-1275

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Discussion and Council Direction on Assigned Responsibilities of City Council Appointed City Auditor  
[Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND**

Following the resignation of the former City Clerk in 2018, the Council appointed the Assistant Finance Director as the City Auditor. This appointment was codified in Santa Clara City Code section 2.105.015, which expanded the role of the City Auditor from that set forth in Charter Section 909.

*The Assistant Finance Director shall perform the functions of the City Auditor. These duties and responsibilities include conducting in-depth financial and performance audits, overseeing the City's performance management system, auditing and approving all bills, invoices, payrolls, demands or charges against the City government before payment and, with the advice of the City Attorney, making reports to the City Council as to the regularity, legality and correctness of such claims, demands or charges.*

Since the appointment in August 2018, the Assistant Finance Director/City Auditor (City Auditor) has begun to reintroduce the internal audit function and existence to City staff. The City Auditor prepared and presented the City's first formal Internal Audit Charter (attachment 1) and Audit Work Plan for FY18-19 (mid-year) and FY19-20 (attachment 2), and Council successfully approved it. In addition, the City Auditor, with the help of the City Manager's Office, has created a new webpage for the City Auditor's Office for the public to access audit reports and provide suggestions for potential future audit topics. The Internal Auditor job series was also established and approved in 2019 to allow the City Auditor to start recruiting for critical internal audit positions to assist with carrying out the projects in the Audit Work Plan.

In September 2019, as part of the reorganization within the Finance Department, the Assistant Finance Director/City Auditor has requested to be relieved from the City Auditor position and transfer back to operations and assist the Director of Finance with City operations under the Assistant Finance Director role. With all the administrative and internal audit work's foundation completed (i.e. the Internal Auditor job series, the Audit Work Plan and the Internal Audit Charter), the Council will now have the option to provide direction on the City's internal audit function.

#### **DISCUSSION**

Professional skills have evolved since the drafting of the City Charter duties and, as such, the Council voted to move the position of the City Auditor to the Finance Department and assigned the responsibilities to the Assistant Finance Director on June 26, 2018. In addition to the City Charter duties, such as auditing and approving all bills, invoices, payrolls, demands or charges against the City before payment and advising the Council as to the regularity, legality and correctness of such

claims, demands or charges, the Council voted to expand the duties of the City Auditor to conduct in-depth financial and performance audits for the City under the Santa Clara City Code section 2.105.015.

**Option 1: Maintain the current hybrid model for the internal audit function.**

Because the City Auditor is appointed by the Council, but is also an Assistant Finance Director under the purview of the Appointing Authority (City Manager), a hybrid model of in-house and outsourced or co-sourced audit services is necessary in order to preserve the independence required in the internal audit function. The City Auditor's hybrid internal audit model includes a team of two internal auditors (i.e. the City Auditor and a Senior Performance Auditor) and a Management Analyst to perform the audit and day to day Charter work. The City Auditor can properly contract for and oversee the work of the outside contract auditors, and this model also allows the City to reduce the billable hours/contract costs associated with each such audit project. The benefits of such a structure are:

- Management focus - contracting for support services frees staff capacity to focus on improving core business processes identified in audit recommendations and; allow audit staff to perform ad-hoc audit work or investigations for the Council and management.
- Maintain the independence of the auditor.
- Gaining expertise - a consultant may have specialized skills or knowledge and allow for staff to leverage on their expertise and resources.
- Cost savings - economies of scale may be achieved through contracting and co-sourcing the audits. This is attributable to having a lower in-house hourly cost compared to the consultant's rate, which is significantly higher (see below cost comparison).

Cost Range	Blended Hourly Rate
Low Range	\$190
Mid Range	\$220
High Range	\$250
In-house Staff (fully burdened)	\$170

In addition to reducing the project costs, co-sourcing allows for the City to contract for more audits than if all the audits were to be done fully in-house by staff.

The City Auditor's Office is responsible for:

- Interfacing with City employees, management and Council to gather information to prepare the annual risk assessment for the City;
- Preparing the annual Audit Workplan and identifying the audit subjects based on the risk assessment;
- Monitoring the fraud, waste, and abuse hotline and performing the necessary investigations;
- Performing the day to day Charter duties for all cash disbursement transactions;
- Performing and carrying out the audit work in the workplan;
- Managing the audit contracts, and coordinating and monitoring all audits performed under

contract;

- Providing ad-hoc audit work or investigations for the Council and management;
- Providing audit status reports on the workplan to the Council and;
- Tracking audit recommendations and providing annual audit recommendation status updates to the Council.

The current hybrid structure provides an internal audit presence onsite for employees to ask questions, solicit for best practice recommendations, and report incidents of fraud, waste or abuse. The in-house internal auditors, unlike consultants, are available to provide continuity of review and oversight, and to follow up on how management implements audit recommendations.

With the groundwork to setup the City's internal audit function completed, the Council will now have the opportunity to provide direction on how the Council wishes to assign the Appointed City Auditor's responsibilities.

Below is a summarized list of pending and ongoing projects in the Audit Workplan that the City Auditor's Office is responsible for:

Description	Status
1. Audit the City's Vendor Master File and 1099 Reporting	One-time - co-source project
2. Perform a Citywide Fraud Risk Assessment	One-time - outsource project
3. Review Financial Procedures and Controls for the Santa Clara Stadium Authority	One-time - co-source project
4. Review of the Stadium Authority's Construction Fund transactions	One-time - outsource project
5. Develop a Fraud, Waste, and Abuse Reporting Policy (Fraud Policy)	One-time - internal
6. Implement and manage a Fraud, Waste and Abuse Hotline for the City	Ongoing - internal
7. Perform day to day Charter work for all cash disbursement transactions	Ongoing - internal
8. Prepare Annual Risk Assessment for the City	Ongoing - internal
9. Prepare Annual Audit Work Plan for the City	Ongoing - internal
10. Manage the annual external financial audit contracts for the City and Stadium Authority	Ongoing - internal
11. Provide Semi-Annual Audit Status Report	Ongoing - internal
12. Provide Annual Audit Recommendation Status Report	Ongoing - internal

### **Option 2: Build a traditional in-house Internal Audit function**

The Council could take action to request the City Auditor to build a traditional in-house internal audit function like other governmental agencies. Under this model, the City Auditor's staff will continue to perform the day to day Charter duties, perform the majority of the audit projects, and manage and

coordinate some audit contracts. The City Auditor's Office will be responsible for all the tasks noted above including performing most of the audit projects in the Audit Work Plan. There will be limited consultant services since the in-house team is responsible for doing all the audit work.

Under the in-house model, the City Auditor's Office will need to increase the number of internal audit staff to a minimum of five staff, which includes a City Auditor, an Internal Audit Manager, a Senior Performance Auditor, and two Performance Auditors. An audit requires multiple layer of reviews and proofing so a full team is needed in order to ensure that the audit was completed in conformity with the auditing standards and on time. The proposed increase in FTEs will likely increase the current budget by \$721,000 from \$1,237,000 to \$1,958,000. Below is a cost comparison table on the in-house internal audit structure at nearby agencies:

Agency Name	Annual Expenses	# of FTEs	Annual Audit Budget	# of FTEs in Audit	Average # of Audits Completed Annually
City of Palo Alto	\$508,426,000	1,059	\$1,458,175	5	3 to 4
City of Berkeley	\$387,216,873	1,532	\$1,600,000	6	5 to 6
City of Oakland	\$1,060,720,000	3,418	\$2,200,000	10	5 to 8
City of Santa Clara	\$907,827,980	1,105	\$1,237,543	2	3 to 4

*(This data was provided by Kevin W. Harper CPA & Associates. The firm was hired by the City of Palo survey in 2019).*

The above proposed FTE and budget is for the internal audit staff only and did not include another FTE for the day to day charter duties. If the Council's direction is to build a traditional in-house internal audit function, then a revision to the current ordinance may be necessary in order to establish that the Council-appointed City Auditor, and his/her staff, are independent from the rest of the City staff that they audit.

### **Option 3: Assign certain City Auditor responsibilities to contract employees**

The Council may consider formally assigning certain professional City Auditor duties to contract (as-needed) employees by amending the City Code Section 2.105.015. The contract employees will be responsible for conducting all financial and performance audits, which includes all audit work, meeting, planning, coordination, risk assessments, and workplan preparation. They will also be responsible for monitoring the fraud, waste, and abuse hotline once it is implemented. Under this model, the Council will need to assign someone independent of management to make, execute, monitor, and renegotiate the audit contracts. The Audit Committee can also serve this responsibility in-lieu of assigning it to a staff member.

Additionally, it is worth noting that although the practice of outsourcing the audit work is not uncommon, the City will not have an internal audit presence onsite. The City will have the traditional benefits of outsourcing the work, which includes management focus and gaining expertise. However, some of the challenges of outsourcing all the audit responsibilities to consultants are:

- Lack of an in-house audit subject matter expert;
- Lack of continued review and oversight over audit recommendations by internal audit staff, which could result in ongoing internal control and performance management gaps;
- Potential longer completion time for the projects due to the consultant's schedule and staffing;
- Diminished capacity resulting in heavy reliance on the consultants and;
- Potential higher spending when contractual costs are higher than anticipated.

For example, staff anticipated for the Master Vendor Audit to take approximately 800 hours, or \$132,000, to complete. However, after reviewing the City's vendor information, the final estimate for the project came in around 1,400 hours, or \$265,000. This is due to the City having a larger than anticipated active vendor list, which requires additional work. The proposed cost for the project resulted in a potential budget overrun of up to \$65,000 for the fiscal year's budget, which is \$200,000 for contractual services. As a result, staff engaged in discussions with the vendor to co-source the audit work to bring down the costs, which could be reduced to \$114,000.

If the Council were to choose this option, staff will return with a Study Session to discuss the roles, duties and qualifications of outside professional services for the internal audit function. Furthermore, the primary day-to-day operation responsibilities for the following City Charter and City Code provisions would remain with City staff since it is expensive to outsource the daily cash disbursement transactions review to consultants:

- Overseeing the City's performance management system; and
- Auditing and approving all bills, invoices, payrolls, demands or charges against the City government before payment and, with the advice of the City Attorney, making reports to the City Council as to the regularity, legality and correctness of such claims, demands or charges.

The Management Analyst will continue to perform the day to day Charter duties and report to the Assistant Finance Director/City Auditor or designee. The Council will need to designate either the Audit Committee or a staff member to be the liaison between the contract employee and the Council to carry out the projects in the Audit Workplan.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **FISCAL IMPACT**

There is no fiscal impact related to this report. If the City Council maintains the current internal audit setup, staff will continue to maintain the current structure as included in the budget. If the City Council recommends assigning current internal audit function to consultants, funding in the current budget will need to be directed to contractual services to fund future audit activities as discussed in this report. In this scenario, the deletion of existing positions and the allocation of additional contractual services funding may be required. Budget actions based on direction provided by the Council will be considered separately at a later date, if necessary.

**COORDINATION**

This report has been coordinated with the City Attorney's Office and the City Manager's Office.

**PUBLIC CONTACT**

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**ALTERNATIVES**

1. Take action on whether to build a traditional in-house internal audit function.
2. Take action on whether to outsource certain City Auditor responsibilities, and have staff return to Council with a Study Session on the model.
3. Take no action to assign certain City Auditor responsibilities, and maintain the current hybrid model for the internal audit function.
4. Any other alternatives as determined by the Council.

**RECOMMENDATION**

Staff makes no recommendation.

Prepared and Approved by: Linh Lam, Assistant Finance Director/City Auditor

**ATTACHMENTS**

1. Internal Audit Charter
2. Audit Work Plan FY 18-19 (mid-year) and FY 19-20

**RESOLUTION NO. 19-8730**

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA  
ADOPTING THE CITY OF SANTA CLARA INTERNAL AUDIT  
CHARTER**

**BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**WHEREAS**, the City Auditor's Office function is an independent and objective assurance consulting activity that is designed to add value and improve City operations; and

**WHEREAS**, the authority of the City Auditor's Office is granted by the City Charter, section 900; and

**WHEREAS**, the City Auditor's Office has agreed to adhere to the Institute of Internal Auditors' mandatory guidance including the Definition of Internal Auditing, the Code of Ethics and the International Standards for the Professional Practice of Internal Auditing; and

**WHEREAS**, the Internal Audit Charter is a mandatory element of the Internal Standards for the Professional Practice of Internal Auditing; and

**WHEREAS**, the City Council deems it to be in the best interest of the City of Santa Clara to accept the City Auditor's recommendation to adopt an Internal Audit Charter that would establish, among other things, the purpose, authority, and responsibilities of the City Auditor's Office and provide authorization for internal auditors to gain full, free, and unrestricted access to all records, physical properties and personnel, to the extent permitted by other applicable law;

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**NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS  
FOLLOWS:**

1. That the Internal Audit Charter (attached hereto) is hereby adopted.
2. Effective date. This resolution shall become effective immediately

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED  
AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING  
THEREOF HELD ON THE 9<sup>th</sup> DAY OF JULY, 2019, BY THE FOLLOWING VOTE:

AYES:	COUNCILORS:	Chahal, Davis, Hardy, Mahan, O'Neill, and Watanabe, and Mayor Gillmor
NOES:	COUNCILORS:	None
ABSENT:	COUNCILORS:	None
ABSTAINED:	COUNCILORS:	None

ATTEST: \_\_\_\_\_

  
NORA PIMENTEL, MMC  
ASSISTANT CITY CLERK  
CITY OF SANTA CLARA

Attachments incorporated by reference:  
1. Internal Audit Charter



# City of Santa Clara

## Internal Audit Charter



Prepared by the City Auditor's Office

July 2019

City of Santa Clara  
1500 Warburton Avenue  
Santa Clara, California 95050



# Internal Audit Charter

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## **A. INTRODUCTION**

The City Auditor's Office is an independent office that reports to the City Council through the Audit Committee. This Internal Audit Charter formalizes the internal audit activities, purpose, authority, and responsibility of the Office. It establishes the City Auditor's Office's position within the organization; authorizes access to records, personnel, and physical properties relevant to the performance of engagements; and defines the scope of the City Auditor's Office's activities.

## **B. MISSION**

The purpose of the City Auditor's Office is to provide independent and objective assurance and consulting services designed to add value and improve City operations. Our mission is to promote honest, efficient, effective and fully accountable City government through accurate, independent and objective audits. The City Auditor's Office accomplishes this by bringing a systematic and disciplined approach to evaluating and improving the effectiveness of the organization's governance, risk management, and internal control.

## **C. SCOPE OF WORK**

The scope of internal auditing encompasses, but is not limited to, the examination and evaluation of the adequacy and effectiveness of the organization's governance, risk management and internal controls. Internal audit assessments include evaluating whether:

- Risks are appropriately identified and managed;
- Significant financial, managerial, and operating information is accurate, reliable and timely;
- Employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations;
- Programs, plans, and projects are operated within the fiduciary standards and regulatory requirements, are compliant with City policies, and stated objectives are achieved;
- Resources and assets are acquired economically, used efficiently, and adequately protected;
- Quality service and continuous improvement are fostered within the City's control process;
- Significant legislative or regulatory issues impacting the organization are recognized and addressed properly;
- Contractors are meeting contract requirements in conformance with applicable laws, regulations, policies, procedures, and best practices;
- Existing policies and procedures are appropriate, updated and being followed; and
- Opportunities for improving management control, streamlining processes,



# Internal Audit Charter

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and improving public perception are implemented.

## **D. RESPONSIBILITY**

The City Auditor's Office is responsible for:

- Developing a flexible Annual Audit Workplan using risk-based methodology, including any risks or control concerns identified by management and/or City Council; and submitting the workplan to the Audit Committee for review and approval;
- Preparing or updating the annual citywide risk assessment and incorporating the results into the Annual Audit Workplan;
- Implement the Annual Audit Workplan, as approved, including, as appropriate, any special tasks or projects requested by the Audit Committee and/or management;
- Issuing and/or presenting periodic audit reports to the Audit Committee. The Audit Committee will review and recommend the Mayor and City Council to note and file the reports;
- Providing management with adequate time to respond to audit findings and include management's response in the audit report;
- Establishing a system to follow up on reported audit findings to ensure agreed-upon corrective actions have been implemented;
- Performing consulting services, beyond internal auditing assurances services, to assist management in meeting its objectives as long as the services do no impair the auditor's independence. Examples may include facilitation, reviewing process design, training and advisory services.
- Coordinating the investigation with the City Attorney's Office or Human Resources Department of all issues reported through Fraud, Waste and Abuse Hotline.
- Administering the annual external financial audit and single audit contract for the City and Stadium Authority;
- Maintaining sufficient knowledge, skills, experience and professional certifications to meet the requirements of this Charter;
- Conducting objective and constructive assurance services; and
- Exercising due professional care in all work products.

## **E. ACCOUNTABILITY**

The City Auditor, in the discharge of his/her duties, is accountable to the City Council through the Audit Committee. All audit reports will be reviewed by the Audit Committee and subsequently shall be submitted to the Mayor and City Council for review. The City Auditor shall:

- Provide periodic information on the status and results (Audit Status Report) of the Annual Audit Work Plan and the sufficiency of department



## Internal Audit Charter

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- resources to the Audit Committee;
- Provide the progress of management action plans on open audit recommendations (Audit Recommendation Report) to the Audit Committee for review annually;
- Summarize and report to the Audit Committee the resolution of all issues received through the Fraud, Waste and Abuse Hotline; and
- Report significant issues related to the processes for controlling activities, including potential improvements to those processes, and provide information concerning such issues until the issue is fully resolved.

### **F. INDEPENDENCE AND OBJECTIVITY**

The City Auditor's Office activity will remain free from interference by any element in the organization, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of a necessary independent and objective mental attitude. All internal audit personnel auditing activities shall be directed by the Audit Committee.

Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, they will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair internal auditor's judgment, including assessing specific operations for which they had responsibility within the previous year.

Internal auditors will exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined. Internal auditors will make a balanced assessment of all the relevant circumstances and not be unduly influenced by their own interests or by others in forming judgements.

The City Auditor or internal auditor staff may be asked to take on additional roles and responsibilities outside of internal auditing, such as compliance or risk management activities. These roles and responsibilities may impair, or appear to impair, the organizational independence of the internal audit activity or the individual objectivity of the internal auditor. Safeguards must be in place to limit impairments to independence or objectivity. The internal auditors must:

- Disclose any impairment of independence or objectivity, in fact or appearance, to appropriate parties.
- Refrain from assessing specific operations for which they were previously responsible for within the previous year.
- Make balanced assessments of all available and relevant facts and circumstances.





## Internal Audit Charter

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- Take necessary precautions to avoid being unduly influenced by their own interests or by others in forming judgement.

The City Auditor will confirm to the Audit Committee, at least annually, the organizational independence of the internal audit activity. The City Auditor shall also report any interference or unjustified restriction or limitation to audit selection, scope, procedures, frequency, timing or report content to the Mayor and City Council through the Audit Committee.

### **G. AUTHORITY**

The City Auditor's Office, with strict accountability for confidentiality and safeguarding records and information, is authorized to:

- Have full, free, and unrestricted access to all functions, systems, records, physical properties, and personnel information pertinent to carrying out the projects in the Audit Work Plan. All employees are requested to assist the City Auditor's Office activity in fulfilling its roles and responsibilities.
- Implement and execute all activities proposed in the Audit Program.
- Obtain necessary assistance of personnel within the City where they perform audits, as well as other specialized services within the City.
- Obtain necessary assistance from outside consultants to assist in completing the Audit Work Plan.
- Allocate resources, set frequencies, select subjects, determine scopes of work, and apply audit techniques required to accomplish the audit objectives.
- Have full and unrestricted access to the Audit Committee and City Council.

The City Auditor's Office staff are not authorized to:

- Perform any operational duties that are outside of the City Charter for the City or its affiliates.
- Initiate or approve accounting transactions external to the City Auditor's Office.

### **H. STANDARDS FOR THE PROFESSIONAL PRACTICE OF INTERNAL AUDITING**

California Government Code Section 1236(a) states that all city, county, city and county, and district employees that conduct audits or that conduct audit activities of those respective agencies shall conduct their work under the general and specified standards prescribed by the Institute of Internal Auditors or the Government Auditing Standards issued by the Comptroller General of the United



# Internal Audit Charter

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States, as appropriate. The City Auditor's Office governs itself by adherence to the mandatory elements of the Institute of Internal Auditors' International Professional Practices Framework (IPPF), including:

- Core Principles for Professional Practice of Internal Auditing (Standards);
- Code of Ethics;
- IPPF; and
- Definition of Internal Auditing

## **I. QUALITY ASSURANCE AND IMPROVEMENT PROGRAM**

The City Auditor's Office will maintain a quality assurance and improvement program that covers all aspects of the City Auditor's Office activity. The program will include an evaluation of the City Auditor's Office's conformance with the Definition of Internal Auditing and the Standards and an evaluation of whether internal auditors apply the Code of Ethics. The program also assesses the efficiency and effectiveness of the City Auditor's Office activity and identifies opportunities for improvements.

The City Auditor will communicate to the Audit Committee on the City Auditor's Office activity's quality assurance and improvement program, including results of ongoing internal assessments and external assessments conducted at least every five years.

## **J. AMENDMENT OF THE CHARTER**

The City Auditor is responsible for maintenance of this Internal Audit Charter to ensure that it is reviewed annually and is revised as necessary. Any amendment is subject to review and approval by the Audit Committee.

Lisa M. Gillmor  
Audit Committee Chair / Mayor

7/9/2019

Approval Date

Linh Lam  
City Auditor

7/12/2019

Acknowledged Date



**City of  
Santa Clara**  
The Center of What's Possible

# Annual Audit Work Plan

**Fiscal Year 2018/19 (mid-year) and 2019/20**



**City Auditor's Office**

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## **AUDIT WORK PLAN – FISCAL YEAR 2018/19 (midyear) & 2019/20**

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### **OVERVIEW**

The mission of the City Auditor's Office is to promote honest, efficient, effective and fully accountable city government through accurate, independent and objective audits.

The City Auditor's Office submits an annual audit work plan to the City Council for approval. This proposed audit work plan was developed based on the results of a citywide risk assessment. The objective of the risk assessment was to identify the departments, offices, areas, units, or processes that pose the greatest risk to the City and then align internal audit resources, where appropriate, to best help the City achieve its objectives in mitigating these risks. It also guides the City Auditor to prioritize the City's potential audit subjects. As a result, this audit work plan does not, nor is it intended to, address or provide complete coverage of every City departments, divisions, or system risks. However, over time, with the implementation of audit recommendations, it is expected that risks across City departments and systems will be sufficiently mitigated.

To develop the plan, we used information from the City's adopted operating and capital budgets and the component unit information in the City's most current financial statements to develop the citywide risk assessment. We also considered past audit findings as well as requests from management and the City Council. The top three ranked items on the risk assessment were given priorities in determining the audit subject for the audit plan. In addition, the work plan includes the City Auditor's annual cash disbursement audit.

### **ADDITIONS TO AUDIT WORK PLAN**

Any requests to add audits to the Audit Work Plan during the fiscal year will be presented to the Audit Committee through the semi-annual status report. The City Auditor will provide an impact analysis of the proposed audit to the approved audit projects so the Audit Committee is aware of the changes. The City Auditor will give priorities to requests that post significant financial impacts or risks to the City.

# AUDIT WORK PLAN – FISCAL YEAR 2018/19 (midyear) & 2019/20 (continued)

## PROPOSED AUDIT ASSIGNMENTS

This section lists annual and recurring audit projects, current efforts under way, and proposed new projects.

The following table lists all New Projects for the fiscal years:

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
1.	Fraud, Waste and Abuse Hotline Monitoring & Audit	The City does not currently have a Whistleblower Hotline to provide individuals a way to confidentially report evidence of fraud, waste or abuse involving employees or operations. The City Auditor's Office plans to implement such hotline for the City through an outsourced third party service and provide continuous monitoring and investigations.	April 2020
2.	Performance Audit of Vendor Master File and 1099 Reporting	The City has never had an audit of the vendor master file or a review of its 1099 reporting. The purpose of this audit is to assess and evaluate whether the City has adequate controls regarding its master vendor file setup and if the City is effectively monitoring and maintaining its vendor information. Inaccurate or unauthorized vendor records could potentially enable duplicate payments and may increase the risk of fraud or abuse. Additionally, the audit will review the vendor setup process to ensure proper 1099 reporting based on the IRS rules and regulations.	August 2019
3.	Citywide Fraud Risk Assessment (contracted service)	The City Auditor's Office is proposing a complete citywide fraud risk assessment for all departments including the utility Departments, which will be done in a second study. The assessment will assist the City Auditor's Office staff in identifying the potential audit subjects and risks associated with each subject.	June 2020
4.	Reviews of Financial Procedures and Controls	Staff has asked the City Auditor's Office to provide advice on several policies, procedural and control issues. We will attempt to provide requested assistance in these areas as time allows. Proposed reviews include: <ul style="list-style-type: none"> <li>Analyzing the Stadium Authority's review procedures for Non-NFL Events' revenues and provide feedback on procedure and control issues, if any.</li> </ul>	April 2019

## AUDIT WORK PLAN – FISCAL YEAR 2018/19 (midyear) & 2019/20 (continued)

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
		<ul style="list-style-type: none"> <li>Reviewing the Stadium Authority Financial Reporting Policy with staff and external auditors and providing feedback on best practices.</li> </ul>	February 2020
		<ul style="list-style-type: none"> <li>Reviewing past Construction Fund and Public Safety transactions and providing feedbacks on the allocation of staff charges (<i>contracted service</i>).</li> </ul>	July 2019

The following table lists all Annual and Recurring Projects:

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
5.	City Auditor's Annual Cash Disbursement Audit	The City Charter requires the City Auditor to audit and approve bills, invoices, payrolls, demands or charges against the City before payment. The City Auditor's Office is working with the Finance Department to coordinate this effort.	December 2019
6.	Annual Risk Assessment	The City Auditor's Office performs an annual risk assessment as required by internal audit standards to identify and prioritize the potential audit subjects. The risk assessment is attached to the annual audit work plan.	December 2019
7.	Annual External Financial Audit and Single Audit for the City ( <i>contracted audit service</i> )	The City Charter requires an annual external audit of the City's financial transactions to be performed by an independent certified public accountant (currently Maze & Associates). The City Auditor's Office administers the audit contract and works with the Finance Department and Maze & Associates to coordinate this effort.	December 2019
8.	Annual External Financial Audit for the Stadium Authority ( <i>contracted audit service</i> )	The Santa Clara Stadium Authority (Stadium Authority), the Stadium Funding Trust, and Goldman Sachs Bank USA entered into a Credit Agreement on June 19, 2013 to finance the stadium. Section 5.1(a) of the Credit Agreement requires that the Stadium Authority Annual Financial Statements be audited by independent certified public accountants within 180 days after the end of each fiscal year. The City Auditor's Office administers the audit contract and works with the Finance	August 2019

## AUDIT WORK PLAN – FISCAL YEAR 2018/19 (midyear) & 2019/20 (continued)

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
		Department and the external audit firm to coordinate this effort.	

The following table lists all ongoing Audit Administrative and Other Responsibilities:

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
9.	Audit Framework / Charter	The City doesn't currently have a formal Audit Framework/Charter that defines the internal audit division's purpose, authority, and responsibilities within the City. The purpose of the Charter, which requires Council approval, is to formally authorize internal audit staff access to records, personnel, and physical properties so they can perform their audit tasks.	April 2019
10.	Fraud, Waste, and Abuse Reporting Policy (Fraud Policy)	The purpose is to develop an administrative fraud policy that sets out policies and procedures to encourage and facilitate the reporting of fraud or abuse and questionable accounting practices. The policy raises awareness amongst staff, and is an excellent tool for the City to communicate its ethical standards.	December 2019
11.	Semi-Annual Audit Status Report	The City Auditor's Office prepares and issues semi-annual status and progress update reports on the approved audit assignments in the audit work plan. The staff also reports on any changes (e.g. assignment addition or deletion) to the audit work plan.	August 2019 & February 2020
12.	Annual Audit Recommendation Status Report	The City Auditor's Office tracks audit recommendations and issues reports on the implementation status of all open audit recommendations. The staff also meets with the auditee to discuss the progress of the audit recommendations.	December 2019
13.	Internal Audit Annual Work Plan	The City Auditor is responsible for developing an annual internal audit work plan based on the results of an annual citywide risk assessment designed to improve the effectiveness of risk management, internal control, and governance processes	February 2020

## AUDIT WORK PLAN – FISCAL YEAR 2018/19 (midyear) & 2019/20 (continued)

<b>No.</b>	<b>Audit Project</b>	<b>Project Description</b>	<b>Target Date</b>
		The annual work plan is presented to the Audit Committee to recommend to the City Council for approval, which is required prior to the start of any audit work.	
14.	Advisory Role	The City Auditor serves as a member on the City's Deferred Compensation Advisory Committee.	Ongoing
15.	Annual Continuing Education Training	The City Auditor's Office is committed to attending regular continuing professional education (CPE) training and maintaining a minimum of 40 CPE hours a year for each staff.	Ongoing

### RESOURCE IMPACT

The above project list is an extremely optimistic and aggressive plan for a small audit unit. It is difficult to accurately estimate the length and scope of any new audit assignments because the scope of the audit could be reduced or expanded depending on what we find once we start the audit. It should also be noted that the ability to accomplish the tasks on this plan will depend on being able to successfully fill one vacant performance auditor position. Our audit status reports to the City Council will provide us with the opportunity to reprioritize projects and amend the audit plan as necessary during the year.

### NEXT STEPS

As audit work proceeds, we will provide the City Council with a semi-annual status report and the progress of each of the approved audit assignments. The Audit Committee will receive the audit report at the conclusion of each audit project. We will also present the audit reports to the Audit Committee at the scheduled meetings. All audit reports are heard and approved by the Audit Committee and get cross-referenced to the full City Council for acceptance.

Respectfully submitted,

Linh Lam, CPA  
City Auditor

Attachment: Citywide Risk Assessment

# City-wide Risk Assessment

			Risk Factors Weight		10	8	6	4	7	8	7	500					
Item No.	Department	Core Service / Audit Subject	Adopted Expenditures	Score	Adopted Revenues	Score	Number of Fulltime Equivalent	Score	Fund Type	Score	Pending Audit Request	Score	Date of Last Audit	Score	Operational Changes & Complexity	Score	Total Score
7	Community Development	Building/Field Inspection and Permit Services	\$ 9,088,607	7	\$ 12,852,823	8	38.00	7	GF	10		-		10	High	10	366
114	Stadium Authority	Other Operating Expenses	\$ 119,588,000	10		-	-	-	EF	8	2018	10		10	Moderate	5	317
19	Finance	Purchasing Services	\$ 1,262,705	4	\$ -	-	7.20	2	GF	10	2018	10		10	High	10	312
47	Police	Police - Field Operations	\$ 36,603,540	10	\$ 945,784	3	131.00	10	GF	10		-		10	Low	1	311
58	Public Works	Street & Storm Drain Maintenance	\$ 13,085,835	8	\$ 4,148,000	6	52.45	9	GF	10		-		10	Low	1	309
22	Fire	Protection - Admin and Emergency Response	\$ 39,499,091	10	\$ 105,000	2	140.50	10	GF	10		-		10	Low	1	303
14	Electric Utility	Planning & Strategic Services	\$ 37,566,756	10	\$ -	-	53.00	9	EF	8		-		10	Moderate	5	301
11	Electric Utility	Administration and Compliance	\$ 350,481,400	10	\$ -	-	13.00	3	EF	8		-		10	High	10	300
51	Public Works	Solid Waste Management	\$ 24,806,486	9	\$ 24,806,486	9	5.55	2	EF	8		-		10	Low	1	293
9	Community Development	Planning, Development, and Code Enforcement	\$ 4,747,907	6	\$ 3,026,835	6	20.00	5	GF	10		-		10	Moderate	5	293
12	Electric Utility	Debt Service	\$ 20,998,844	9	\$ 20,998,844	9	-	-	EF	8		-		10	Low	1	281
13	Electric Utility	Energy Distribution	\$ 41,045,360	10	\$ -	-	123.00	10	EF	8		-		10	Low	1	279
46	Police	Administrative Services	\$ 16,124,349	8	\$ 265,800	2	51.00	9	GF	10		-		10	Low	1	277
48	Police	Police - Investigations	\$ 12,617,394	8	\$ 114,880	2	48.00	8	GF	10		-		10	Low	1	271
44	Parks & Recreation	Recreation: Community Centers and Programs	\$ 7,226,631	7	\$ 2,544,000	5	23.42	5	GF	10		-		10	Low	1	267
21	Fire	Prevention/Hazardous Materials	\$ 4,947,093	6	\$ 5,500,300	6	20.00	5	GF	10		-		10	Low	1	265
64	Sports & Open Space Authority	SC Golf & Tennis and SC Convention Center	\$ 11,533,400	8	\$ 11,738,223	8	-	-	EF	8		-		10	Low	1	263
60	Public Works	Fleet Management - Operations	\$ 4,955,141	6	\$ 4,955,141	6	15.75	4	ISF	10		-		10	Low	1	259
18	Finance	Municipal Services	\$ 5,101,675	6	\$ 1,250,000	4	29.20	6	GF	10		-		10	Low	1	255
43	Parks & Recreation	Parks, Pools, Buildings, and Operations	\$ 10,798,414	8	\$ -	-	48.58	8	GF	10		-		10	Low	1	255
40	Citywide	Citywide Programs - Workers Comp, Special Liability, Property Insurance	\$ 7,581,400	7	\$ 7,581,400	7	-	-	ISF	10		-		10	Low	1	253
61	Public Works	Public Works - Engineering-Design	\$ 6,449,940	7	\$ 6,449,940	7	-	-	SRF	10		-		10	Low	1	253
10	Community Development	HUD CDBG; City Affordable Housing, Housing Successor/Authority	\$ 6,119,646	7	\$ 6,119,646	7	-	-	SRF	10		-		10	Low	1	253
65	Water and Sewer Utility	Sewer - Administration, Maintenance, and Operations	\$ 44,734,038	10	\$ -	-	22.65	5	EF	8		-		10	Low	1	249
15	Finance	Accounting Services	\$ 3,101,331	6	\$ 3,000	1	16.15	4	GF	10		-		10	Moderate	5	247
24	Human Resources	Employee Benefits & Records and Workers Comp	\$ 1,847,138	4	\$ -	-	8.45	2	GF	10		-		10	High	10	242
67	Water and Sewer Utility	Water - Maintenance, Construction and Operations	\$ 13,416,608	8	\$ -	-	32.80	7	EF	8		-		10	Low	1	241
68	Water and Sewer Utility	Water Engineering - Administration, Water Quality	\$ 36,638,783	10	\$ -	-	12.45	3	EF	8		-		10	Low	1	237
59	Public Works	Fleet Management - Acquisitions	\$ 4,400,000	6	\$ 4,400,000	6	-	-	ISF	10		-		10	Low	1	235
81	Electric Utility	Charges for Services	\$ -	-	\$ 442,466,396	10	-	-	EF	8		-		10	Moderate	5	227
113	Stadium Authority	Shared Stadium Manager Expense	\$ 11,173,000	8		-	-	-	EF	8		-		10	Low	5	227
54	Public Works	Engineering-Field Services	\$ 2,068,319	5	\$ 875,641	3	9.00	2	GF	10		-		10	Low	1	213
57	Public Works	Facility Services	\$ 3,397,724	6	\$ 50,336	1	13.23	3	GF	10		-		10	Low	1	213
38	Citywide	Non-Departmental - Citywide Programs	\$ 19,280,162	8	\$ -	-	4.00	1	GF	10		-		10	Low	1	213
55	Public Works	Engineering-Land and Property Development	\$ 1,832,751	4	\$ 1,432,904	4	8.00	2	GF	10		-		10	Low	1	211
97	Electric Utility	Electric Utility	\$ 33,787,000	10	\$ -	-	-	-	CAP	6		-		10	Low	1	211
82	Electric Utility	Operating Transfers	\$ 20,998,284	9	\$ -	-	-	-	EF	8		-		10	Low	1	209
76	General Fund	Property Tax	\$ -	-	\$ 60,300,000	10	-	-	GF	10		-		10	Low	1	207
77	General Fund	Sales Tax	\$ -	-	\$ 56,530,000	10	-	-	GF	10		-		10	Low	1	207
6	City Manager's Office	General Government	\$ 4,069,755	6	\$ 40,800	1	9.50	2	GF	10		-		10	Low	1	207
41	Parks & Recreation	Cemetery Operations and Maintenance	\$ 1,249,231	4	\$ 1,249,231	4	5.00	2	EF	8		-		10	Low	1	203
99	Water and Sewer Utility	Sewer Utility	\$ 22,590,086	9	\$ -	-	-	-	CAP	6		-		10	Low	1	201

# City-wide Risk Assessment

Risk Factors Weight																			10	8	6	4	7	8	7	500
Item No.	Department	Core Service / Audit Subject	Adopted Expenditures	S c o r e	Adopted Revenues	S c o r e	Number of Fulltime Equivalent	S c o r e	Fund Type	S c o r e	Pending Audit Request	S c o r e	Date of Last Audit	S c o r e	Operational Changes & Complexity	S c o r e	Total Score									
112	Stadium Authority	Revenues	\$ -	-	\$ 130,761,000	10	-	-	EF	8		-		10	Low	1	199									
85	Water and Sewer Utility	Charges for Services	\$ -	-	\$ 97,545,675	10	-	-	EF	8		-		10	Low	1	199									
75	General Fund	Other Revenues	\$ -	-	\$ 23,344,590	9	-	-	GF	10		-		10	Low	1	199									
73	General Fund	Charges for Services	\$ -	-	\$ 22,021,185	9	-	-	GF	10		-		10	Low	1	199									
78	General Fund	Transient Occupancy tax	\$ -	-	\$ 21,000,000	9	-	-	GF	10		-		10	Low	1	199									
62	Public Works	Convention Center Maintenance District	\$ 1,563,119	4	\$ 1,563,119	4	0.10	-	SRF	10		-		10	Low	1	199									
49	Police	Police - Special Operations	\$ 3,101,606	6	\$ -	-	9.00	2	GF	10		-		10	Low	1	199									
52	Public Works	Engineering-Administration	\$ 1,078,360	4	\$ 900,000	3	4.92	1	GF	10		-		10	Low	1	197									
56	Public Works	Engineering-Traffic	\$ 2,785,661	5	\$ 18,608	1	9.00	2	GF	10		-		10	Low	1	197									
26	Information Technology	IT Contract Services	\$ 7,696,000	7	\$ -	-	-	-	GF	10		-		10	Low	1	197									
33	Library	Library Customer Services	\$ 1,741,714	4	\$ 139,800	2	9.00	2	GF	10		-		10	Low	1	195									
69	Water and Sewer Utility	Water Recycling Program	\$ 7,080,221	7	\$ -	-	3.60	1	EF	8		-		10	Low	1	195									
32	Library	Library Branch Services	\$ 1,820,479	4	\$ 12,000	1	10.75	3	GF	10		-		10	Low	1	193									
107	Citywide	Operating Transfers - Customer Service Charges	\$ -	-	\$ 43,140,086	10	-	-	CAP	6		-		10	Low	1	191									
71	General Fund	Interest and Rent	\$ -	-	\$ 14,731,922	8	-	-	GF	10		-		10	Low	1	191									
74	General Fund	Operating Transfers	\$ -	-	\$ 10,659,677	8	-	-	GF	10		-		10	Low	1	191									
89	Public Works	Streets and Highway	\$ 10,052,654	8	\$ -	-	-	-	CAP	6		-		10	Low	1	191									
29	Information Technology	IT Telecom Services	\$ 605,810	3	\$ 1,314,655	4	-	-	GF	10		-		10	Low	1	189									
42	Parks & Recreation	Administration, Development and Projects	\$ 1,425,961	4	\$ 120,000	2	3.75	1	GF	10		-		10	Low	1	189									
1	City Attorney's Office	Program Administration and Litigation	\$ 2,129,011	5	\$ -	-	7.00	2	GF	10		-		10	Low	1	189									
28	Information Technology	IT Infrastructure and Support	\$ 2,104,309	5	\$ -	-	5.00	2	GF	10		-		10	Low	1	189									
53	Public Works	Engineering-Design	\$ 2,079,989	5	\$ -	-	9.00	2	GF	10		-		10	Low	1	189									
3	City Clerk's Office	City Clerk Services	\$ 1,872,604	4	\$ 33,800	1	5.00	2	GF	10		-		10	Low	1	187									
39	Citywide	Non-Departmental - Stadium Operations	\$ 5,585,806	6	\$ -	-	-	-	GF	10		-		10	Low	1	187									
50	Police	Police - Communication Equipment Acquisition	\$ 557,290	3	\$ 557,290	3	-	-	ISF	10		-		10	Low	1	181									
20	Fire	Incremental EMS - Paramedic Services	\$ 923,428	3	\$ 380,000	2	2.75	1	GF	10		-		10	Low	1	179									
25	Human Resources	Recruitment and Labor Relations	\$ 1,793,335	4	\$ -	-	6.55	2	GF	10		-		10	Low	1	179									
31	Library	Library Adult Services	\$ 1,387,932	4	\$ -	-	8.00	2	GF	10		-		10	Low	1	179									
36	Library	Library Youth Services	\$ 1,138,329	4	\$ -	-	6.00	2	GF	10		-		10	Low	1	179									
37	Citywide	Non-Departmental - Debt Service	\$ 2,501,494	5	\$ -	-	-	-	GF	10		-		10	Low	1	177									
111	Citywide	Other Revenues	\$ -	-	\$ 13,320,000	8	-	-	CAP	6		-		10	Low	1	175									
108	Citywide	Operating Transfers - Reserves	\$ -	-	\$ 10,928,547	8	-	-	CAP	6		-		10	Low	1	175									
80	Electric Utility	Interest and Rent	\$ -	-	\$ 6,525,404	7	-	-	EF	8		-		10	Low	1	175									
79	General Fund	Other Taxes	\$ -	-	\$ 4,204,983	6	-	-	GF	10		-		10	Low	1	175									
4	City Council	City Council	\$ 833,851	3	\$ -	-	10.00	3	GF	10		-		10	Low	1	175									
35	Library	Library Technical Services	\$ 1,721,389	4	\$ -	-	4.50	1	GF	10		-		10	Low	1	173									
5	City Manager's Office	General Administration	\$ 1,678,194	4	\$ -	-	3.50	1	GF	10		-		10	Low	1	173									
34	Library	Library Facilities & Technology	\$ 1,472,449	4	\$ -	-	4.00	1	GF	10		-		10	Low	1	173									
23	Fire	Fire Training	\$ 1,314,219	4	\$ -	-	4.00	1	GF	10		-		10	Low	1	173									
17	Finance	Budget & Treasury Services	\$ 1,150,933	4	\$ -	-	4.45	1	GF	10		-		10	Low	1	173									
30	Library	Library Administration	\$ 1,144,329	4	\$ -	-	4.50	1	GF	10		-		10	Low	1	173									
16	Finance	Admin Services	\$ 1,117,603	4	\$ -	-	4.00	1	GF	10		-		10	Low	1	173									
98	Water and Sewer Utility	Water Utility	\$ 4,300,000	6	\$ -	-	-	-	CAP	6		-		10	Low	1	171									
95	Citywide	General Government	\$ 4,222,800	6	\$ -	-	-	-	CAP	6		-		10	Low	1	171									
94	Citywide	Public Buildings	\$ 3,672,105	6	\$ -	-	-	-	CAP	6		-		10	Low	1	171									
8	Community Development	Affordable Housing and NCIP	\$ 802,419	3	\$ -	-	7.00	2	GF	10		-		10	Low	1	169									
63	Public Works	Parking District Maintenance	\$ 355,542	2	\$ 355,542	2	0.50	-	SRF	10		-		10	Low	1	163									
45	Parks & Recreation	Senior Nutrition Program	\$ 147,984	2	\$ 147,984	2	-	-	SRF	10		-		10	Low	1	163									

# City-wide Risk Assessment

Risk Factors Weight																	
		10		8		6		4		7		8		7		500	
Item No.	Department	Core Service / Audit Subject	Adopted Expenditures	Score	Adopted Revenues	Score	Number of Fulltime Equivalent	Score	Fund Type	Score	Pending Audit Request	Score	Date of Last Audit	Score	Operational Changes & Complexity	Score	Total Score
27	Information Technology	IT Enterprise Services	\$ 759,688	3	\$ -	-	2.00	1	GF	10		-		10	Low	1	163
110	Citywide	Operating Transfers - Other	\$ -	-	\$ 4,508,858	6	-	-	CAP	6		-		10	Low	1	159
109	Citywide	Operating Transfers - Gas Tax Revenue	\$ -	-	\$ 3,399,940	6	-	-	CAP	6		-		10	Low	1	159
102	Citywide	Charges for Services	\$ -	-	\$ 3,300,000	6	-	-	CAP	6		-		10	Low	1	159
86	Water and Sewer Utility	Operating Transfers	\$ -	-	\$ 2,995,468	5	-	-	EF	8		-		10	Low	1	159
70	General Fund	Licenses & Permit	\$ -	-	\$ 1,435,000	4	-	-	GF	10		-		10	Low	1	159
106	Citywide	Measure B VTA Revenue	\$ -	-	\$ 2,300,000	5	-	-	CAP	6		-		10	Low	1	151
105	Citywide	Road Repair & Accountability Act (SB1)	\$ -	-	\$ 2,050,000	5	-	-	CAP	6		-		10	Low	1	151
83	Electric Utility	Other Revenues	\$ -	-	\$ 1,100,000	4	-	-	EF	8		-		10	Low	1	151
91	Public Works	Storm Drains	\$ 1,995,000	4	\$ -	-	-	-	CAP	6		-		10	Low	1	151
90	Parks & Recreation	Parks and Recreation	\$ 1,160,000	4	\$ -	-	-	-	CAP	6		-		10	Low	1	151
66	Water and Sewer Utility	Solar System Maintenance	\$ 281,493	2	\$ -	-	1.50	1	EF	8		-		10	Low	1	145
104	Citywide	Intergovernmental Revenue	\$ -	-	\$ 1,029,214	4	-	-	CAP	6		-		10	Low	1	143
84	Water and Sewer Utility	Interest and Rent	\$ -	-	\$ 800,000	3	-	-	EF	8		-		10	Low	1	143
72	General Fund	Intergovernmental	\$ -	-	\$ 165,000	2	-	-	GF	10		-		10	Low	1	143
96	Public Works	Streets Lighting	\$ 800,000	3	\$ -	-	-	-	CAP	6		-		10	Low	1	141
92	Fire	Fire Department	\$ 673,000	3	\$ -	-	-	-	CAP	6		-		10	Low	1	141
87	Water and Sewer Utility	Other Revenues	\$ -	-	\$ 440,000	2	-	-	EF	8		-		10	Low	1	135
88	Water and Sewer Utility	Intergovernmental	\$ -	-	\$ 370,000	2	-	-	EF	8		-		10	Low	1	135
2	City Clerk's Office	Audit Services	\$ -	-	\$ -	-	1.00	1	GF	10		-		10	Low	1	133
100	Public Works	Solid Waste	\$ 470,000	2	\$ -	-	-	-	CAP	6		-		10	Low	1	131
93	Library	Library	\$ 220,000	2	\$ -	-	-	-	CAP	6		-		10	Low	1	131
101	Water and Sewer Utility	Recycled Water	\$ 50,000	1	\$ -	-	-	-	CAP	6		-		10	Low	1	121
103	Citywide	Interest and Rent	\$ -	-	\$ 16,000	1	-	-	CAP	6		-		10	Low	1	119

Adopted Expenditures	Score	Adopted Revenues	Score	Number of Fulltime Equivalent	Score	Fund Type	Score	Audit Request	Score	Date of Last Audit	Score	Operational Changes & Complexity	Score
0	-	0	-	0	-					<2008	10		
0	1	0	1	1	1	CAP	5	NO	-	2009	9	Low Risk	1
100,000	2	100,000	2	5	2			YES	10	2010	8		
500,000	3	500,000	3	10	3	AF	6			2011	7		
1,000,000	4	1,000,000	4	15	4					2012	6		
2,000,000	5	2,000,000	5	20	5	EF	8			2013	5	Moderate Risk	5
3,000,000	6	3,000,000	6	25	6					2014	4		
6,000,000	7	6,000,000	7	30	7					2015	3		
10,000,000	8	10,000,000	8	40	8	GEN	10			2016	2		
20,000,000	9	20,000,000	9	50	9					2017	1		
30,000,000	10	30,000,000	10	100	10					2018	-	High Risk	10
MORE	10	MORE	10	MORE	10								





## Agenda Report

20-34

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Presentation by Santa Clara Relay for Life

#### **BACKGROUND**

Relay for Life, the signature fundraiser for the American Cancer Society, is a community-based, team fundraising event that is held each year in over 20 different countries. Relay for Life raises funds for life-saving cancer research studies, crucial patient care programs, and education and prevention initiatives, bringing communities together to remember loved ones lost and honor survivors of all cancers.

#### **DISCUSSION**

Santa Clara Relay for Life will host its next annual walk on April 25 - 26, 2020, at Townsend Field at Buchser Middle School.

Santa Clara Relay for Life Co-chair Tabitha Kappeler-Hurley will give a presentation on American Cancer Society's mission, provide a recap of the 2019 Santa Clara Relay for Life annual walk, and give an update on the upcoming 2020 Santa Clara Relay for Life annual walk.

#### **ENVIRONMENTAL REVIEW**

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

#### **FISCAL IMPACT**

There is no fiscal impact to the City other than staff time.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

Reviewed by: Julie Minot, Executive Assistant to the Mayor and City Council

Approved by: Deanna J. Santana, City Manager



## Agenda Report

20-107

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Recognition of Recipients of the Grants from Proceeds of the 2019 Santa Clara Art & Wine Festival

#### BACKGROUND

The City of Santa Clara Art & Wine Festival (Festival) completed its 39<sup>th</sup> consecutive year in Central Park and hosted over 50,000 attendees on the third weekend of September 2019. The event featured over 150 artist booths, three live entertainment stages, event sponsor activation booths, a “kid’s kingdom” with festival rides, City department services and information booths, a food alley and a food court with over 25 local non-profit charities selling food and beverages. The Festival generates revenue to cover expenditures from parking, artist jury fees, booth fees, sponsors, ATM fees, Kid’s Kingdom carnival and ride tickets, as well as the Parks & Recreation Commission (Commission) commemorative glass and token booths. In addition, funds are raised to give grants to local community non-profit organizations and programs.

Local youth and/or senior serving programs that do not have a fundraising booth (such as food or beverage booths on the Festival’s Food Alley) and who commit to providing volunteers to assist in the Commission’s booths at the Festival are eligible to receive a Festival community grant. For the 2019 Festival, this included the Santa Clara Schools Foundation, the Santa Clara PTSA Grad Night Committee, Wilcox High PTSA Grad Night Committee and the Santa Clara Police Activities League. The Parks and Recreation Commission reviewed applications from these groups and is recommending that grants in the total amount of \$56,000 be approved.

#### DISCUSSION

On January 21, 2020, the Commission recommended that the City Council approve grant disbursements in the amount of \$56,000 as noted in the table below.

Organization/Program Support	Amount
Santa Clara Schools Foundation	\$18,000
Santa Clara Police Activities League	\$18,000
Santa Clara High School Grad Night	\$10,000
Wilcox High School Grad Night (aka Senior Send Off)	\$10,000
<b>Total to be disbursed:</b>	<b>\$56,000</b>

The Parks & Recreation Commission will attend the Council Meeting to recognize the non-profit organizations with the Council under a Special Order of Business item.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

**FISCAL IMPACT**

There is no fiscal impact to the General Fund from the recommended action. Appropriation of funds and approval of disbursement are addressed under a separate item on the Council Agenda. See separate Report to Council 20-69 - Action on Disbursements of Proceeds from the 2019 Santa Clara Art & Wine Festival and Related Budget Amendment.

**COORDINATION**

This report has been coordinated with the City Attorney’s Office and Finance Department.

**PUBLIC CONTACT**

Public contact was made by posting the Council and Authorities Concurrent Meeting agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, e-mail [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Recognize the recipients of the 2019 Art & Wine Festival grants.

Prepared by: James Teixeira, Director of Parks & Recreation  
Approved by: Deanna J. Santana, City Manager



## Agenda Report

20-217

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Proclaim February 2020 as Black History Month

#### **BACKGROUND**

As a Special Order of Business, the City Council would like to recognize the month of February 2020 as Black History Month.

The month of February was officially recognized as Black History Month by the United States Government in 1975 and since then, February has been designated as Black History Month. Black History Month is an annual celebration that honors the achievements and recognizes the important contributions by African Americans throughout our nation's history in their pursuit for freedom and equality. Black History Month honors the historic leaders in the African American Community, who have fought for civil liberties and racial equality. The celebration of Black History Month serves as a reminder to remember those who have sacrificed and suffered for the sake of racial equality and to honor those achievements that have shaped the United States.

#### **DISCUSSION**

In honor of Black History Month, the Mayor has signed a City Proclamation proclaiming the month of February 2020 as Black History Month in the City of Santa Clara.

#### **ENVIRONMENTAL REVIEW**

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

#### **FISCAL IMPACT**

There is no fiscal impact to the City other than staff time.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

Reviewed by: Julie Minot, Executive Assistant to the Mayor and City Council

Approved by: Deanna J. Santana, City Manager



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
[santaclaraca.gov](http://santaclaraca.gov)  
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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**20-124**

**Agenda Date: 2/11/2020**

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Action on Council and Authorities Concurrent Meeting Minutes of December 10, 2019 and December 17, 2019 [Council Pillar: Enhance Community Engagement and Transparency]

#### **RECOMMENDATION**

Note and file Council and Authorities Concurrent Meeting Minutes of December 10, 2019 and December 17, 2019.



# City of Santa Clara

## Meeting Minutes

### Council and Authorities Concurrent Meeting

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12/10/2019

3:00 PM

City Hall Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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Vice Mayor Mahan attended remotely from the following location:

Westin Nanea Ocean Villas  
45 Kai Malina Parkway  
Lahaina, HI 96761

**Closed Session - 3:00 PM | Joint Dinner - 5:00 PM | Regular Meeting - 6:00 PM**

#### **3:00 PM CLOSED SESSION**

##### **Call to Order in the Council Chambers**

**Mayor Gillmor** called the Closed Session to order at 3:03 PM.

##### **Confirmation of a Quorum**

**Assistant City Clerk Pimentel** confirmed a quorum.

##### **Public Comment**

**None.**

- [19-1414](#) Conference with Legal Counsel-Existing Litigation (CC, SA)  
Pursuant to Gov't Code § 54956.9(d)(1)  
Forty Niners Stadium Management Company LLC, et al. v. City of Santa Clara, et al., Santa Clara County Superior Court Case No. 19CV355432
- [19-1415](#) Conference with Legal Counsel-Existing Litigation (SA)  
Pursuant to Gov't Code § 54956.9(d)(1)  
Forty Niners SC Stadium Company LLC v. Santa Clara Stadium Authority, Demand for Arbitration through JAMS, 11/19/19
- [19-1416](#) Conference with Legal Counsel-Existing Litigation (CC)  
Pursuant to Gov't Code § 54956.9(d)(1)  
Sandau v. City of Santa Clara, et al., Santa Clara County Superior Court Case No. 18CV336243

- [19-1417](#) Conference with Legal Counsel-Existing Litigation (CC)  
Pursuant to Gov't Code § 54956.9(d)(1)  
Sandau v. City of Santa Clara, et al., PERB Case No. SF-CE-1625-M
- [19-1418](#) Conference with Legal Counsel-Anticipated Litigation (CC)  
Pursuant to Gov. Code § 54956.9(d)(4) - Initiation of litigation  
Number of potential cases: 2
- [19-1420](#) Conference with Labor Negotiators (CC)  
Pursuant to Gov. Code § 54957.6  
City representative: Deanna J. Santana, City Manager (or designee)  
Employee Organization(s):  
Unit #1-Santa Clara Firefighters Association, IAFF, Local 1171  
Unit #2-Santa Clara Police Officer's Association  
Unit #3-IBEW Local 1245 (International Brotherhood of Electrical Workers)  
Unit #4-City of Santa Clara Professional Engineers  
Units #5, 7 & 8-City of Santa Clara Employees Association  
Unit #6-AFSCME Local 101 (American Federation of State, County and Municipal Employees)  
Unit #9-Miscellaneous Unclassified Management Employees  
Unit #9A-Unclassified Police Management Employees  
Unit #9B-Unclassified Fire Management Employees  
Unit #10-PSNSEA (Public Safety Non-Sworn Employees Association)
- [19-1421](#) Conference with Labor Negotiators (Part 2) (CC)  
Pursuant to Gov. Code § 54957.6  
City representative: Mayor Lisa M. Gillmor  
Unrepresented employee: City Manager

**Convene to Closed Session (Council Conference Room)**

**5:00 PM JOINT DINNER**

**Call to Order in the Council Chambers**

**Mayor Gillmor** called the Joint Dinner to order at 5:09 PM.

**Confirmation of a Quorum**

- [19-1195](#) Joint Dinner Meeting with Youth Commission

**6:00 PM COUNCIL REGULAR MEETING**

**Call to Order**

**Mayor Gillmor** called the meeting to order at 6:06 PM.

## **Pledge of Allegiance and Statement of Values**

### **Roll Call**

**Present:** 7 - Vice Mayor Patricia M. Mahan, Councilmember Karen Hardy, Councilmember Teresa O'Neill, Councilmember Debi Davis, Councilmember Kathy Watanabe, Councilmember Raj Chahal, and Mayor Lisa M. Gillmor

## **REPORTS OF ACTION TAKEN IN CLOSED SESSION MATTERS**

**City Attorney Doyle** reported that there was no reportable action.

## **CONTINUANCES/EXCEPTIONS**

**None.**

**City Attorney Doyle** introduced a new member of the City Attorney's Office, **Deputy City Attorney Elizabeth Klotz.**

## **SPECIAL ORDER OF BUSINESS**

1. [19-1385](#) Accept 2019 Exemplary City Award for Reducing Exposure to Secondhand Smoke  
  
**Rhonda McClinton-Brown, MPH** (Director, Healthy Communities Branch, Santa Clara County Public Health) presented the City with the 2019 Exemplary City Award for reducing exposure to secondhand smoke.

## **PUBLIC PRESENTATIONS**

**Mayor Gillmor** (on behalf of the Council) moved Public Presentations as part of a Special Order of Business to honor community volunteers with a Special Mayoral Recognition, **Star Contreras** and **Chrislyn Franks Macias.**

## **CONSENT CALENDAR**

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve the balance of the Consent Calendar (except Item 2.G).**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor



**2.A**     [19-1227](#)     Action on Special City Council Meeting Minutes of October 22, 2019

**Recommendation:** Note and file the Special City Council Meeting Minutes of October 22, 2019 and Special City Council, Sports & Open Space Authority Meeting Minutes of October 22, 2019.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.B**     [19-040](#)     Board, Commissions and Committee Minutes

**Recommendation:** Note and file the Minutes of:  
Senior Advisory Commission - September 23, 2019  
Cultural Commission - October 7, 2019  
Youth Commission - October 8, 2019  
Parks & Recreation Commission - October 15, 2019  
Planning Commission - October 23, 2019  
Governance and Ethics Committee - July 15, 2019  
Governance and Ethics Committee - October 24, 2019

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.C**     [19-1191](#)     Action on Bills and Claims Report (CC, SA) for the period October 25th - November 7th

**Recommendation:** Approve the list of Bills and Claims for October 25, 2019 - November 7, 2019.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.D**     [19-1118](#)     Action on the Fiscal Operation of the Santa Clara Golf and Tennis Club Report for the 1st Quarter ended September 30, 2019

**Recommendation:** Note and file the Status Report for the Fiscal Operation of the Santa Clara Golf and Tennis Club for the first quarter ended September 30, 2019.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.E**      [19-1255](#)      Action on Approval of the Spending Plan for Supplemental Law Enforcement Services Fund and Related Budget Amendment

**Recommendation:**

1. Approve the spending plan for funds received from the Citizen's Option for Public Safety programs Supplemental Law Enforcement Services Fund;
2. Approve a budget amendment in the amount of \$195,075 for the anticipated Fiscal Year 2019/20 revenue and expenditure for the COPS program; and,
3. Approve a budget amendment in the amount of \$110,203 for revenue received in excess of the previously approved allocation for the COPS program from Fiscal Year 2018/19.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.F**      [19-1139](#)      Action on the Award of a Construction Contract with Paso Robles Tank, Inc. to Provide Construction Services for the Serra Tanks Rehabilitation Project and Related Budget Amendments

**Recommendation:**

1. Award the Construction Contract for the Serra Tanks Rehabilitation Project (WA 30505) to the lowest responsive and responsible bidder, Paso Robles Tank, Inc. in the amount of \$8,771,496 and authorize the City Manager to execute any and all documents associated with, and necessary for the award, completion, and acceptance of this Project; and
2. Authorize the City Manager to execute change orders up to approximately 10% of the original contract in the amount of \$877,150, for a total not-to-exceed project amount of \$9,648,646 and related FY 2019/20 and FY 2020/21 budget amendments, increasing the transfer from the Water Utility Fund to the Water Utility Capital Fund and moving funding from FY 2020/21 forward to FY 2019/20 to cover the entire project cost.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.H      [19-1211](#)      Action on an Agreement with Real Environmental Products for Landfill Gas Collection System Repair and Maintenance Services

**Recommendation:**

1. Approve and authorize the City Manager to execute an Agreement for landfill gas collection system repair and maintenance services with Real Environmental products for an amount not-to-exceed \$1,000,000 over a five-year term subject to biennial appropriations; and
2. Authorize the City Manager to make minor modifications to the Agreement, including time extensions involving no increase in costs, if necessary.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.I      [19-1126](#)      Action on Approving Amendment No. 1 to the Agreement with SCI Consulting Group for the Storm Drain Fee and Rate Study and Related Budget Amendment

**Recommendation:**

1. Authorize the City Manager to execute Amendment No. 1 to the Agreement with SCI Consulting Group which increases the amount of the Agreement and extends the term of the Agreement; and
2. Approve the related budget amendment to appropriate funds in the amount of \$27,723 from the Storm Drain Capital Fund Reserve to the Storm Drain Capital Fund Miscellaneous Storm Drain Improvement Project.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.J      [19-1231](#)      Action on an Amendment to an Agreement with SBV Concrete, Inc. dba Valley Concrete, Inc. for Concrete Curb, Gutter and Sidewalk Maintenance Services

**Recommendation:**

Approve and authorize the City Manager to execute an Amendment to an Agreement for concrete curb, gutter and sidewalk maintenance services with SBV Concrete, Inc. dba Valley Concrete.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 2.K**      [19-1305](#)      Action to Authorize the City Manager to Execute Amendments and Change Orders to Existing Agreements and/or Execute New Agreements as Required to Complete Unanticipated Maintenance and Repairs at the Donald Von Raesfeld Power Plant (DVR) and Approve Related Budget Amendment

- Recommendation:**
1. Adopt a Resolution authorizing the City Manager to negotiate and execute amendments, change orders, and new agreements with various vendors as required to complete all repairs at the DVR Power Plant, in an aggregate amount not-to-exceed \$10,000,000. This funding shall not be used for any purpose other than to facilitate the completion of all repairs at the DVR Power Plant related to the outage, and any unused funds shall be returned to their original funding source; and
  2. Approve related budget amendment of \$8 million, with transfer of funds from Electric Utility Fund's DVR Plant Reserve and Unrestricted Reserve to Major Engine Overhaul and Repair project.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to: 1. Adopt Resolution No. 19-8784 authorizing the City Manager to negotiate and execute amendments, change orders, and new agreements with various vendors as required to complete all repairs at the Donald Von Raesfeld Power Plant (DVR), in an aggregate amount not-to-exceed \$10,000,000. This funding shall not be used for any purpose other than to facilitate the completion of all repairs at the DVR Power Plant related to the outage, and any unused funds shall be returned to their original funding source; and 2. Approve related budget amendment of \$8 million, with transfer of funds from Electric Utility Fund's DVR Plant Reserve and Unrestricted Reserve to Major Engine Overhaul and Repair project.**

- 2.L**      [19-1267](#)      Action on Appendix G - Amendment No. 7 to the Grizzly Development and Mokelumne Settlement Agreement by and Between Pacific Gas and Electric Company and City of Santa Clara and Related Budget Amendment

- Recommendation:** Authorize the City Manager to execute Appendix G - Amendment No. 7 to the Grizzly Development and Mokelumne Settlement Agreement by and Between Pacific Gas and Electric Company and City of Santa Clara and Related Budget Amendment.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.M**      [19-1203](#)      Action on Mills Act Contract for 1591 Homestead Road

**Recommendation:** Authorize the City Manager to execute a Mills Act contract and adopt the 10-Year Restoration and Maintenance Plan associated with the Historic Property Preservation Agreement for the property at 1591 Homestead Road, with property owners Allison Hilton and Lars A. Hilton; PLN2016-12028.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.N**      [19-1271](#)      Action on an Agreement for Design Professional Services with V&A Consulting Engineers, Inc. for the Sanitary Sewer System Inflow and Infiltration Evaluation for Chromite, Machado and Cabrillo Tributary Area Project

**Recommendation:**

1. Approve and authorize the City Manager to execute the Agreement for Design Professional Services with V&A Consulting Engineers, Inc. for Sanitary Sewer System Inflow and Infiltration Evaluation in the not-to-exceed amount of \$430,472;
2. Authorize the City Manager to exercise the option to extend the Agreement for up to two additional terms of one year each; and
3. Authorize the City Manager to make minor modifications to the Agreement, including time extensions, if necessary.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**2.O**      [19-962](#)      Action on a Resolution for the Use of City Electric Forces at Various Locations

**Recommendation:** Adopt a Resolution approving the use of City Electric Forces for the installation of facilities at Scott Boulevard and Octavius Drive, 2805 Mission College Boulevard, 3355 Octavius Drive at Scott Boulevard, 5403 Stevens Creek Boulevard, Tasman Drive and Stars & Stripes, 1375 El Camino Real, 2861 Scott Boulevard, 2740 El Camino Real, 591 Harvard Avenue, and El Camino Real between Washington and Lafayette.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8785 approving the use of City Electric Forces for the installation of facilities at Scott Boulevard and Octavius Drive, 2805 Mission College Boulevard, 3355 Octavius Drive at Scott Boulevard, 5403 Stevens Creek Boulevard, Tasman Drive and Stars & Stripes, 1375 El Camino Real, 2861 Scott Boulevard, 2740 El Camino Real, 591 Harvard Avenue, and El Camino Real between Washington and Lafayette.**

## **PUBLIC PRESENTATIONS**

**Public Speaker(s):** Public Speaker (1)

## **CONSENT ITEMS PULLED FOR DISCUSSION**

**2.G**      [19-809](#)      Action on: (1) Agreement with Superior, LLC for Residential and Business Alarm Management Software, (2) Resolution Amending the Municipal Fee Schedule, and (3) Introduction of an Ordinance Amending Chapter 8.40 of the City Code ("False Alarm Regulation")

**Recommendation:**

1. Approve a three-year Agreement with Superior LLC, for Residential and Business Alarm Management Software and authorize the City Manager to automatically renew the agreement for additional one-year periods, with a maximum of two additional one-year periods, as necessary, without further Council action;
2. Adopt a Resolution amending the 2019-20 Municipal Fee Schedule to add new regulatory fees and amend existing regulatory fees relating to alarm systems; and
3. Approve introduction of an Ordinance amending SCCC Chapter 8.40 ("False Alarm Regulation").

**Councilmember Hardy** pulled this item for further discussion.

**Police Captain Wahid** and **Assistant City Attorney Reuter** presented a PowerPoint Presentation on the staff report.

**A motion was made by Councilmember Chahal, seconded by Councilmember Davis, to continue the item to January 14, 2020, to allow time to conduct more public outreach.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

## **PUBLIC HEARING/GENERAL BUSINESS**

3. [19-1199](#) Action on Patrick Henry Drive Specific Plan, Draft Notice of Preparation

**Recommendation:** Alternative 1:  
Accept the report on the Patrick Henry Drive Specific Plan Notice of Preparation as presented by staff.

**Director of Community Development Crabtree** presented a PowerPoint Presentation on the staff report.

**Public Speaker(s):** Eric Morley (Lobbyist)  
Jeff Smith (Lobbyist)  
Public Speakers (2)

**A motion was made by Councilmember Davis, seconded by Councilmember O'Neill, to approve the staff recommendation and modify the High Density Flex designation density to 60-150 dwelling units/acre, prepare the draft Land Use Plan concurrently with the Environmental Impact Report, and to study access from the project site to Mission College Boulevard.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

4. [19-1272](#) Public Hearing: Action on an Agreement with GreenWaste Recovery, Inc. for Solid Waste Processing, Transfer, Transport, Recycling and Disposal Services

**Recommendation:** Alternatives 1 and 3;

1. Approve and authorize the City Manager to execute an agreement with GreenWaste Recovery for solid waste processing, transfer, transport, recycling, and disposal services; and
3. Authorize the City Manager to make minor modifications to the Agreement, if necessary.

**City Manager Santana** noted that the staff presentation on Item 4 and Item 5 will be heard together, with Council action taken separately on each item.

**Director of Public Works Mobeck, Deputy Director of Public Works Staub, and Garth Schultz** (R3 Consulting) presented a PowerPoint presentation on the staff report.

**Public Speaker(s):** Emily Hanson (Representative, GreenWaste)  
Louie Pellegrini (Representative, Mission Trail Waste Systems)  
Bill Wallace  
John Bouchard  
Sam M. Saiu  
Mary Grizzle  
Public Speakers (3)

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to close the Public Hearing.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation and adding a labor peace provision to the agreement.**

**Aye:** 5 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, and Mayor Gillmor

**Nay:** 2 - Vice Mayor Mahan, and Councilmember Chahal



5. [19-807](#) Public Hearing: Action on Agreement with Mission Trail Waste Systems for Exclusive Franchise for the Collection and Transportation of Garbage, Organics, and Commercial Recyclables

**Recommendation:** Alternatives: 2, 4, 5

2. Direct staff to incorporate Option 2 - maintain the existing garbage container for single-family and townhouse customers and deliver the contents to a mixed waste processing facility to recover food scraps and food-soiled paper into the agreement with Mission Trail Waste Systems. This option is contingent upon prior Council approval of an agreement with GreenWaste Recovery, Inc. for mixed waste processing services;
4. Direct staff to incorporate Option B - mixed waste processing of garbage with no additional container required for commercial business and multi-family customers into the agreement with Mission Trail Waste Systems. This option is contingent upon prior Council approval of an agreement with GreenWaste Recovery, Inc. for mixed waste processing services; and
5. Approve and authorize the City Manager to finalize and execute an Agreement with Mission Trail Waste Systems for Exclusive Franchise for the Collection and Transportation of Garbage, Organics and Commercial Recyclables containing the terms outlined in the Term Sheet that incorporates the organics recycling programs selected by Council.

**Mayor Gillmor** reopened the Public Hearing which was closed during Item 4.

**Public Speaker(s):** John Bouchard  
Louie Pellegrini  
Public Speakers (1)

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to close the Public Hearing.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**Aye:** 4 - Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, and Mayor Gillmor

**Nay:** 3 - Vice Mayor Mahan, Councilmember Hardy, and Councilmember Chahal

6. [19-324](#) Action on an Amendment to the Zoning Code, SCCC Chapter 18.76 Architectural Review

**Recommendation:** Alternatives #2 and #3:

2. Introduce an Ordinance to amend Chapter 18.76 Architectural Review of the City of Santa Clara Zoning Code to replace the existing Architectural Committee with an administrative public hearing process for Architectural Review heard by the Director of Community Development or designee and appealable to the Planning Commission (for single-family residential projects) or the City Council (for all other projects) on a *de novo* basis; and
3. Direct staff to engage a practicing architect with relevant experience in designing structures of a similar land use type and of a similar scale to the proposed project to provide a written analysis of the design and recommendations for improvement of the design for all multi-family projects, new freestanding non-residential buildings over 5,000 square feet and additions to non-residential buildings when the proposed addition is over 20,000 square feet.

**Planning Manager Brilliot** presented a PowerPoint Presentation on the staff report.

**Public Speaker(s):** Public Speakers (3)

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation Alternatives 2 and 3: (2) Introduce Ordinance No. 2011 to amend Chapter 18.76 Architectural Review of the City of Santa Clara Zoning Code to replace the existing Architectural Committee with an administrative public hearing process for Architectural Review heard by the Director of Community Development or designee and appealable to the Planning Commission (for single-family residential projects) or the City Council (for all other projects) on a de novo basis; and (3) Direct staff to engage a practicing architect with relevant experience in designing structures of a similar land use type and of a similar scale to the proposed project to provide a written analysis of the design and recommendations for improvement of the design for all multi-family projects, new freestanding non-residential buildings over 5,000 square feet and additions to non-residential buildings when the proposed addition is over 20,000 square feet, and amend the ordinance by striking the restriction on appeals.**

**Aye:** 4 - Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, and Mayor Gillmor

**Nay:** 3 - Vice Mayor Mahan, Councilmember Hardy, and Councilmember Chahal

### **REPORTS OF MEMBERS AND SPECIAL COMMITTEES**

**Councilmember Davis** reported on her attendance at the annual Christmas Tree Lighting event.

### **CITY MANAGER/EXECUTIVE DIRECTOR REPORT**

[19-1362](#) Informational Memo on 2019 City Awards and Accolades

**Recommendation:** Note and file the 2019 City Accolades.

**City Manager Santana** gave a verbal report of the 2019 City Awards and Accolades.

**A motion was made by Councilmember Watanabe, seconded by Councilmember Davis, to note and file the 2019 City Accolades.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

[19-1316](#) Update on City Council and Stadium Authority Staff Referrals

[19-933](#) Tentative Meeting Agenda Calendar (TMAC)

**City Manager Santana** acknowledged the work of Building Maintenance/Department of Public Works for their quick and responsive efforts in resolving electrical issues in the Council Chambers.

### **ADJOURNMENT**

The meeting was adjourned at 12:21 AM in memory of **William D. "Denny" Weisberger** (former Mayor of Milpitas).

**A motion was made by Councilmember Davis, seconded by Councilmember Hardy, to adjourn the meeting.**

**Aye:** 7 - Vice Mayor Mahan, Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

[19-1443](#) Adjournment of the December 10, 2019 City Council Meeting Post Meeting Material

The next regular scheduled meeting is on Tuesday evening, December 17, 2019 in the City Hall Council Chambers.

## **MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."



# City of Santa Clara

## Meeting Minutes

### Council and Authorities Concurrent Meeting

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12/17/2019

3:00 PM

City Hall Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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#### **3:00 PM CLOSED SESSION**

##### **Call to Order in the Council Chambers**

**Mayor Gillmor** called the Closed Session to order at 3:05 PM.

##### **Confirmation of a Quorum**

**Assistant City Clerk Pimentel** confirmed a quorum.

##### **Public Comment**

**None.**

[19-1447](#)

Conference with Labor Negotiators (Part 2) (CC)  
Pursuant to Gov. Code § 54957.6  
City representative: Mayor Lisa M. Gillmor  
Unrepresented employee: City Manager

[19-1448](#)

Conference with Legal Counsel-Existing Litigation (CC)  
Pursuant to Gov. Code § 54956.9(d)(1)  
Gaffney v. City of Santa Clara, et al., United States District Court, Northern  
District of California Case No. 5:18-cv-6500

[19-1451](#)

Conference with Labor Negotiators (CC)  
Pursuant to Gov. Code § 54957.6  
City representative: Deanna J. Santana, City Manager (or designee)  
Employee Organization(s):  
Unit #1-Santa Clara Firefighters Association, IAFF, Local 1171  
Unit #2-Santa Clara Police Officer's Association  
Unit #3-IBEW Local 1245 (International Brotherhood of Electrical Workers)  
Unit #4-City of Santa Clara Professional Engineers  
Units #5, 7 & 8-City of Santa Clara Employees Association  
Unit #6-AFSCME Local 101 (American Federation of State, County and Municipal Employees)  
Unit #9-Miscellaneous Unclassified Management Employees  
Unit #9A-Unclassified Police Management Employees  
Unit #9B-Unclassified Fire Management Employees  
Unit #10-PSNSEA (Public Safety Non-Sworn Employees Association)

[19-1449](#)

Conference with Legal Counsel-Anticipated Litigation (CC)  
Pursuant to Gov. Code § 54956.9(d)(4) - Initiation of litigation  
Number of potential cases: 1  
Facts and Circumstances: Consideration of recommendations contained in the TAP International Financial Audit Titled "Contract Close Out Review: Convention and Visitor's Bureau"

**Convene to Closed Session (Council Conference Room)**

**4:30 PM COUNCIL REGULAR MEETING**

**Call to Order**

**Mayor/Chairperson Gillmor** called the meeting to order at 4:42 PM.

**Pledge of Allegiance and Statement of Values**

**Roll Call**

**Present:** 6 - Councilmember/Boardmember Karen Hardy, Councilmember/Boardmember Teresa O'Neill, Councilmember/Boardmember Debi Davis, Councilmember/Boardmember Kathy Watanabe, Councilmember/Boardmember Raj Chahal, and Mayor/Chairperson Lisa M. Gillmor

**Absent:** 1 - Vice Mayor/Vice Chair Patricia M. Mahan

**Director of Information Technology Garg** introduced and welcomed **Raj Singh** and **Thusitha Jayawardana** (new Information Technology Services Managers).

## **STUDY SESSION**

[19-1384](#)

Informational Report on Santa Clara Civic Center Master Plan and Utility Building Project Financial Feasibility and Economic Analysis

**Chief Electric Utility Officer Pineda** presented a PowerPoint Presentation on the staff report in collaboration with consultants Georgia Sarkin (SmithGroup) and **Bill Lee** (Land Econ Group).

[19-1406](#)

Study Session on the City's Community Room Rental Fee Structure and Use Policies

**Recommendation:** Review and provide input on the City's Community Room Rental Use Policies and Fee Structure.

**Public Speaker(s):** Public Speaker (1)

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to continue item to January 14, 2020.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

**Council** took a recess at 5:43 PM and reconvened at 6:05 PM.

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## **REPORTS OF ACTION TAKEN IN CLOSED SESSION MATTERS**

**City Attorney Doyle** reported that on Item 19-1449 Council authorized initiation of litigation against Chamber of Commerce relating to the audit with a vote of those present: 5-Aye, 1-Nay.

## **CONTINUANCES/EXCEPTIONS**

**None.**

**City Manager Santana** commented on the record concerning Item 1.H, that prior to the execution and recordation of the Conditions, Covenants and Restrictions (CC&Rs) changes will be made to two definitions: 1) Hotel Ground Lease Definition: That certain Hotel Ground Lease ... The lessor's interest under the lease was conveyed to the Successor Agency to the Redevelopment Agency of the City of Santa Clara, a public entity, by that certain quitclaim deed recorded on December 17, 2015 as Instrument No. 23175557 of Official Records; 2) Office Ground Lease definition: That certain Office Ground Lease ... The lessor's interest under the lease was assigned to City of Santa Clara, a chartered municipal corporation by assignment recorded June 23, 2011, as Instrument No. 21216114 of Official Records, and conveyed by the City of Santa Clara to the Successor Agency to the Redevelopment Agency of the City of Santa Clara, a public entity, by quitclaim deed recorded December 17, 2015, as Instrument No. 23175554 of Official Records. The lessee's interest under the lease has been assigned to Hudson Techmart Commerce Center, LLC, a Delaware limited liability company by assignment recorded April 03, 2015, as Instrument No. 22905017 of Official Records.

## **CONSENT CALENDAR**

**A motion was made by Councilmember Davis, seconded by Councilmember Wantanabe, to approve the balance of the Consent Calendar (except Items 1.F, 1.G, 1.I, 1.O, 1.U with Mayor Gillmor abstaining from Item 1.R).**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan



- 1.A [19-0201](#) Action on Joint Council and Authorities Concurrent & Stadium Authority Meeting Minutes of October 29, 2019

**Recommendation:** Note and file the Joint Council and Authorities Concurrent & Stadium Authority Meeting Minutes of October 29, 2019.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.B [19-041](#) Board, Commissions and Committee Minutes

**Recommendation:** Note and file the Minutes of:  
Board of Library Trustees Meeting Minutes - October 7, 2019  
Board of Library Trustees Special Meeting Minutes - October 15, 2019

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.C [19-1241](#) Action on Bills and Claims Report (CC, SOSA) for the period November 8th - November 21st

**Recommendation:** Approve the list of Bills and Claims for November 8, 2019 - November 21, 2019.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.D [19-1312](#) Action on Monthly Financial Status and Investment Reports for October 2019 and Approve the Related Budget Amendments

**Recommendation:** Note and file the Monthly Financial Status and Investment Reports for October 2019 as presented and Approve Related Budget Amendments.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.E [19-1045](#) Action on Amendment No. 1 to the Agreement with Raimi & Associates, Inc., for preparation of the El Camino Real Specific Plan

**Recommendation:** Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement for the Performance of Services with Raimi & Associates, Inc., for preparation of the El Camino Precise Plan to extend the term of the Agreement.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.H      [19-1432](#)      Action on Resolutions Approving and Authorizing Execution of Conditions, Covenants and Restrictions on the Convention Center Common Area and Other Documents as Necessary to Implement the Land Purchase of Convention Center Parcels Pursuant to the 2016 Successor Agency Settlement Agreement [APNs: 104-55-012, -013, -016, -017 and 104-43-025] and Approve Related Budget Amendment

- Recommendation:**
1. That the City Council acting as the governing board of the Successor Agency to the Redevelopment Agency of the City of Santa Clara adopt a Resolution approving and authorizing the Executive Officer to execute and record Conditions, Covenants and Restrictions on the Convention Center Common Area and Other Documents as necessary to implement the purchase of Convention Center and Convention Center Common Area parcels;
  2. That the City Council adopt a Resolution approving and authorizing the City Manager to execute a Compensation Agreement and other documents as necessary to implement the 2016 Settlement Agreement for the purchase of the Convention Center Parcel and the Convention Center Common Area; and,
  3. Approve the Related FY 2019/20 Budget Amendment to allocate \$4,108,395 from the General Fund Land Sale Reserve to the Non-Departmental - Land Purchase category.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation:**

- 1. That the City Council acting as the governing board of the Successor Agency to the Redevelopment Agency of the City of Santa Clara adopt Resolution No. 19-8786 approving and authorizing the Executive Officer to execute and record Conditions, Covenants and Restrictions (CC&Rs) on the Convention Center Common Area and Other Documents as necessary to implement the purchase of Convention Center and Convention Center Common Area parcels; 2. That the City Council adopt Resolution No. 19-8787 approving and authorizing the City Manager to execute a Compensation Agreement and other documents as necessary to implement the 2016 Settlement Agreement for the purchase of the Convention Center Parcel and the Convention Center Common Area; and, 3. Approve the Related FY 2019/20 Budget Amendment to allocate \$4,108,395 from the General Fund Land Sale Reserve to the Non-Departmental - Land Purchase category; and duly noted that prior to the execution and recordation of the Conditions, Covenants and Restrictions (CC&Rs) changes will be made to two definitions:**
- 1) Hotel Ground Lease Definition: That certain Hotel Ground Lease ...The lessor's interest under the lease was conveyed to the**

Successor Agency to the Redevelopment Agency of the City of Santa Clara, a public entity, by that certain quitclaim deed recorded on December 17, 2015 as Instrument No. 23175557 of Official Records; 2) Office Ground Lease definition: That certain Office Ground Lease ...The lessor's interest under the lease was assigned to City of Santa Clara, a chartered municipal corporation by assignment recorded June 23, 2011, as Instrument No. 21216114 of Official Records, and conveyed by the City of Santa Clara to the Successor Agency to the Redevelopment Agency of the City of Santa Clara, a public entity, by quitclaim deed recorded December 17, 2015, as Instrument No. 23175554 of Official Records. The lessee's interest under the lease has been assigned to Hudson Techmart Commerce Center, LLC, a Delaware limited liability company by assignment recorded April 3, 2015, as Instrument No. 22905017 of Official Records.

- 1.J      [19-1367](#)      Action to Amend Resolution No. 19-8664 to Set the Day of Regular Parks & Recreation Commission Meetings and the Regular Schedule of Meeting Dates for 2020

**Recommendation:** Approve a Resolution to Amend Resolution No. 19-8664 to Set the Day (Third Tuesday of each month) of the Regular Parks & Recreation Commission Meetings and the Regular Schedule of Meeting Dates for 2020.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8788 to amend Resolution No. 19-8664 to Set the Day (Third Tuesday of each month) of the Regular Parks & Recreation Commission Meetings and the Regular Schedule of Meeting Dates for 2020.**

- 1.K      [19-1399](#)      Action on a Resolution Approving the 2020 Civil Service Commission Calendar of Meetings, and Setting the Number and Start Time of Regular Meetings of the Civil Service Commission

**Recommendation:** Adopt a Resolution approving the 2020 Civil Service Commission Calendar of Meetings, and setting the number and start time of regular Civil Service Commission meetings.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8789 approving the 2020 Civil Service Commission Calendar of Meetings, and setting the number and start time of regular Civil Service Commission meetings.**

- 1.L      [19-1386](#)      Actions to Approve Various Modified Class Specifications, Adopt a Resolution Approving and Adopting Updated Salary Plans for Various Classified, Unclassified, and As-Needed Positions, and Approve the Related Budget Amendment

**Recommendation:**

1. Approve modifications to various class specifications: Revise the Equipment Operator Class Specification, Revise the Office Specialist II Class Specification, Revise the Permit Technician Class Specification, Revise the Staff Aide I Class Specification, Revise the Tree Trimmer II Class Specification, Revise the Water and Sewer Operations Manager Class Specification, and Revise and retitle the Water and Sewer Superintendent Class Specification;
2. Adopt a Resolution to approve the revised salary plans for various classified, unclassified, and as-needed positions to satisfy the requirements of California Code of Regulations Section 570.5; and
3. Approve the related budget amendment to increase the FY 2019/20 Fire Department General Fund budget by \$688,000 and decrease the General Fund Budget Stabilization Reserve by \$688,000.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation: 1. Approve modifications to various class specifications: Revise the Equipment Operator Class Specification, Revise the Office Specialist II Class Specification, Revise the Permit Technician Class Specification, Revise the Staff Aide I Class Specification, Revise the Tree Trimmer II Class Specification, Revise the Water and Sewer Operations Manager Class Specification, and Revise and retitle the Water and Sewer Superintendent Class Specification; 2. Adopt Resolution No. 19-8790 to approve the revised salary plans for various classified, unclassified, and as-needed positions to satisfy the requirements of California Code of Regulations Section 570.5; and 3. Approve the related budget amendment to increase the FY 2019/20 Fire Department General Fund budget by \$688,000 and decrease the General Fund Budget Stabilization Reserve by \$688,000.**

- 1.M      [19-1252](#)      Action on Approval of a Side Letter Agreement Between the City of Santa Clara and International Association of Fire Fighters Local 1171

**Recommendation:** Approve the Side Letter between the City of Santa Clara and International Association of Fire Fighters Local 1171 (Unit 1) to implement a 48/96 Work Schedule Pilot Program for Fire Suppression employees for a twelve-month period, and ratify the City Manager's execution of same.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.N     [19-1174](#)     Action to Approve a Resolution of Intention to Reimburse for Debt Financing of Capital Improvements at the San José-Santa Clara Regional Wastewater Facility (RWF)

**Recommendation:** Approve a Resolution of Intention to Reimburse for Debt Financing of Capital Improvements at the San José-Santa Clara Regional Wastewater Facility (RWF).

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8791 of Intention to Reimburse for Debt Financing of Capital Improvements at the San José-Santa Clara Regional Wastewater Facility (RWF).**

- 1.P     [19-1365](#)     Action on Approval of the 2018-2021 Memorandum of Understanding Between the City of Santa Clara and the Engineers of the City of Santa Clara (Unit 4), and a Resolution to Approve and Adopt the Associated Updated Salary Plan for Classifications represented by the Engineers of the City of Santa Clara

**Recommendation:**

1. Approve and authorize the City Manager to execute the Memorandum of Understanding between the City of Santa Clara and Engineers of the City of Santa Clara (Unit 4) with effective dates of December 23, 2018 to December 19, 2021; and
2. Adopt a Resolution approving the updated salary plan for all classifications represented by the City of Santa Clara (Unit 4), effective December 23, 2018.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to: 1. Approve and authorize the City Manager to execute the Memorandum of Understanding between the City of Santa Clara and Engineers of the City of Santa Clara (Unit 4) with effective dates of December 23, 2018 to December 19, 2021; and 2. Adopt Resolution No. 19-8792 approving the updated salary plan for all classifications represented by the City of Santa Clara (Unit 4), effective December 23, 2018.**

- 1.Q     [19-1307](#)     Action on Appointments to City Committees and Area Wide/Outside Agency Committees for the 2020 Calendar Year

**Recommendation:** Approve the appointments to the City and Area Wide/Outside Agency Committees and the 2020 City Committee meeting dates.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.R     [19-1371](#)     Note and File the replacement of a Downtown Community Task Force (DCTF) Member

**Recommendation:** Note and file the replacement of one of the student members on the Downtown Community Task Force.

**Mayor Gillmor** abstained from this item due to her real estate office being downtown.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

**Aye:** 5 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, and Councilmember Chahal

**Absent:** 1 - Vice Mayor Mahan

**Abstained:** 1 - Mayor Gillmor

- 1.S     [19-1389](#)     Action to Adopt a Resolution Authorizing the City to Access State and Federal Summary Criminal History Background Information for New Employees and Volunteers Through the California Department of Justice and Federal Bureau of Investigation

**Recommendation:** Adopt a Resolution Authorizing the City to Access Federal Summary Criminal History Background Information for New Employees and Volunteers Through the California Department of Justice and Federal Bureau of Investigation

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8793 Authorizing the City to Access Federal Summary Criminal History Background Information for New Employees and Volunteers Through the California Department of Justice and Federal Bureau of Investigation.**

- 1.T      [19-1356](#)      Action on Substation Service Agreement with RagingWire Data Centers, LLP for Oaks Junction Substation and to Approve the Related Budget Amendment

**Recommendation:**

1. Authorize the City Manager to execute the Substation Service Agreement with RagingWire Data Centers, LLP to allow SVP to design, procure equipment, and construct 60kV facilities to serve Oaks Junction Substation to meet an ultimate capacity of 27 MVA of permanent electric service to 1150 Walsh Avenue;
2. Delegate authority to the City Manager to approve long lead time material procurement agreements and purchase orders;
3. Direct Finance Department to create a new CIP project number for the Oaks Junction Substation Project; and
4. Approve a budget amendment to appropriate \$450,000 into the Oaks Junction Substation Project as a part of the implementation of this Substation Service Agreement to accumulate the Developer Contributions and resulting charges.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.V      [19-1397](#)      Action on Amendment No. 2 to an Agreement with GFI Entertainment, LLC for Citywide Special Events

**Recommendation:** Authorize the City Manager to execute Amendment No. 2 to the Agreement with GFI Entertainment, LLC in the amount of \$453,870 for sound, lighting, equipment, talent, production and stage management services.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

- 1.W**     [19-1036](#)     Adoption of a Resolution Nominating the Establishment of the following Six New ABAG/MTC Priority Development Areas in the City of Santa Clara:
- 1) Tasman East Specific Plan Area;
  - 2) Lawrence Station Area Plan Area;
  - 3) Patrick Henry Drive Specific Plan Area;
  - 4) Freedom Circle Area;
  - 5) Lawrence Station Focus Area Phase II; and
  - 6) Related Santa Clara Project Area.

**Recommendation:** Adopt a resolution for each of the following new PDAs to nominate their establishment in the City of Santa Clara: 1) Tasman East Specific Plan Area; 2) Patrick Henry Drive Specific Plan Area; 3) Freedom Circle Area; 4) Lawrence Station Plan Area; 5) Lawrence Station Phase II Focus Area; and 6) Related Santa Clara Project Area.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8794 for each of the following new Priority Development Areas (PDAs) to nominate their establishment in the City of Santa Clara: 1) Tasman East Specific Plan Area; 2) Patrick Henry Drive Specific Plan Area; 3) Freedom Circle Area; 4) Lawrence Station Plan Area; 5) Lawrence Station Phase II Focus Area; and 6) Related Santa Clara Project Area.**

- 1.X**     [19-1404](#)     Action on the Formation of an Ad-Hoc Committee in Response to the June 2019 Santa Clara County Civil Grand Jury Report: "Inquiry into Governance of the Valley Transportation Authority"

**Recommendation:** Approve the formation of an Ad Hoc Committee to comply with Recommendations 1c, 1d, and 1e of the June 2019 Santa Clara County Civil Grand Jury Report: "Inquiry into Governance of the Valley Transportation Authority" and approve the Mayor's recommendation to appoint Councilmember Debi Davis, Councilmember Karen Hardy, and herself to the Ad Hoc Committee.

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to approve staff recommendation.**

## **PUBLIC PRESENTATIONS**

**Robert Sandoval** requested that Council reconsider the action from December 10, 2019 Council and Authorities Concurrent Meeting regarding Waste Processing.

## **CONSENT ITEMS PULLED FOR DISCUSSION**



- 1.F     [19-1363](#)     Action on an Amendment with Golder Associates, Inc. for Operation, Maintenance, Monitoring, and Compliance Services for the Closed All Purpose Landfill and Technical and Construction Support for the Related Santa Clara City Place Project

**Recommendation:** Approve and authorize the City Manager to execute an Amendment with Golder Associates, Inc. for operation, maintenance, monitoring, and compliance services for the closed All Purpose Landfill and technical and construction support for the Related Santa Clara City Place project.

**Councilmember Chahal** pulled this item for further clarification.

**Director of Public Works Mobeck** addressed Council questions.

**A motion was made by Councilmember Chahal, seconded by Councilmember Davis, to approve staff recommendation.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

- 1.G     [19-1361](#)     Action on Amendment No. 1 to an Agreement for the Performance of Services with Flynn Resource Consultants Inc. to Provide Consulting Services Related to Transmission Analysis Support, California Independent System Operator (CAISO) Issues, Pacific Gas and Electric Company (PG&E) Issues, Congestion Revenue Rights (CRRs) and Litigation Support

**Recommendation:** Authorize the City Manager to execute Amendment No. 1 to an Agreement for the Performance of Services with Flynn Resource Consultants, Inc. to extend the term until December 31, 2020 and increase the not-to-exceed compensation amount by \$750,000 to \$2,670,000 for consulting services related to Transmission Analysis Support, California Independent System Operator (CAISO) issues, Pacific Gas and Electric Company (PG&E) issues, Congestion Revenue Rights (CRRs) and Litigation Support.

**Councilmember Chahal** pulled this item for further clarification.

**Chief Electric Utility Officer Pineda** addressed Council questions.

**A motion was made by Councilmember Chahal, seconded by Councilmember Davis, to approve staff recommendation.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

- 1.I [19-1308](#) Action on Amendment No. 2 to the Agreement with Iteris, Inc. for the Changeable Message Signs Project

**Recommendation:** 1. Approve and authorize the City Manager to execute Amendment No. 2 to the Agreement with Iteris, Inc. for the Changeable Message Signs Project; and  
2. Authorize the City Manager to make minor modifications to the Agreement, including future time extensions, as necessary.

**Councilmember Chahal** pulled this item for further clarification.

**Director of Public Works Mobeck** addressed **Council** questions.

**A motion was made by Councilmember Chahal, seconded by Councilmember Davis, to approve staff recommendation.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

- 1.O [19-1248](#) Action on Tentative Parcel Map for the property located at 486 N. Winchester Boulevard and 3051 Stevens Creek Boulevard

**Recommendation:** Adopt a Resolution to approve the Tentative Parcel Map to subdivide the existing parcel into two parcels for the property located at 486 N. Winchester Boulevard and 3051 Stevens Creek Boulevard.

**Mayor Gillmor** pulled this item for further clarification.

**Community Development Director Crabtree** presented a PowerPoint presentation on the staff report.

**Zefferino 'Zef' Jimenez** (Representative for Applicant, Macy's West Store) was called to speak.

**Public Speaker(s):** Kirk Vartan

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to adopt Resolution No. 19-8795 to approve the Tentative Parcel Map to subdivide the existing parcel into two parcels for the property located at 486 N. Winchester Boulevard and 3051 Stevens Creek Boulevard.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

- 1.U     [19-1393](#)     Authorization for City Manager to Negotiate an Amendment with Healthier Kids Foundation for Services through June 30, 2020

**Recommendation:** Alternatives 2 and 3:

2. Authorize City Manager to Negotiate and execute an Amendment with Healthier Kids Foundation in an amount not to exceed \$35,000 for additional six months of services through June 30, 2020; and
3. Authorize City Manager to explore an agreement with SCUSD to provide an enhanced district program of vision, dental, hearing screenings, healthy family education, and case management services for the new Fiscal Year July 1, 2020 to June 30, 2021 and return to Council with update.

**Councilmember Davis** pulled this item for further clarification.

**Public Speaker(s):** Sunny Ochoa  
Kathleen King

**A motion was made by Councilmember Davis, seconded by Councilmember O'Neill, to approve staff recommendation.**

**Aye:** 6 - Councilmember Hardy, Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

**PUBLIC HEARING/GENERAL BUSINESS**

2. [19-1225](#) Public Hearing: Action on Proposed 48 Residential Condominium Project at 3035 El Camino Real

**Recommendation:** Alternatives 1, 2 and 3:

1. Adopt a resolution to adopt the Mitigated Negative Declaration and the Mitigation Monitoring or Reporting Program for the 3035 El Camino Real Residential Project;
2. Adopt a resolution to approve a rezoning from Thoroughfare Commercial (CT) to Planned Development (PD) to allow development of 48 condominium units, a private street, landscaped open space, surface parking and site improvements; and
3. Adopt a resolution to approve the Tentative Subdivision Map to subdivide the existing parcel into a single lot subdivision with 48 condominium units.

**Councilmember Hardy** recused herself due to her home being in close proximity to this property (left the dais at 6:38 PM).

**Director of Community Development Crabtree** presented a PowerPoint presentation on the staff report.

**Public Speaker(s):** Erik Hayden (Applicant, Hayden Land Company LLC)  
Gregory Skylar  
Public Speaker (1)

**A motion was made by Councilmember Davis, seconded by Councilmember Watanabe, to close the Public Hearing.**

**Aye:** 5 - Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

**Recused:** 1 - Councilmember Hardy

**A motion was made by Councilmember Chahal, seconded by Councilmember Davis, to approve: Alternatives 1, 2 and 3: (1) Adopt Resolution No. 19-8796 to adopt the Mitigated Negative Declaration and the Mitigation Monitoring or Reporting Program for the 3035 El Camino Real Residential Project; (2) Adopt Resolution No. 19-8797 to approve a rezoning from Thoroughfare Commercial (CT) to Planned Development (PD) to allow development of 48 condominium units, a private street, landscaped open space, surface parking and site improvements; and (3) Adopt Resolution No. 19-8798 to approve the Tentative Subdivision Map to subdivide the existing parcel into a single lot subdivision with 48 condominium units.**

**Aye:** 5 - Councilmember O'Neill, Councilmember Davis, Councilmember Watanabe, Councilmember Chahal, and Mayor Gillmor

**Absent:** 1 - Vice Mayor Mahan

**Abstained:** 1 - Councilmember Hardy

## STADIUM AUTHORITY ITEMS

**Councilmember/Boardmember Hardy** returned to the dais at 7:06 PM.

3. [19-1081](#) Action on the Stadium Authority Financial Status Report for the Quarter and Fiscal Year Ending March 31, 2019

**Recommendation:** Note and file the Santa Clara Stadium Authority Financial Status Report for the Quarter and Fiscal Year Ending March 31, 2019.

**Treasurer Lee** presented a PowerPoint presentation on the staff report.

**Public Speaker(s):** Kirk Vartan

**A motion was made by Boardmember Davis, seconded by Boardmember O'Neill, to note and file the Santa Clara Stadium Authority Financial Status Report for the Quarter and Fiscal Year Ending March 31, 2019.**

**Aye:** 6 - Boardmember Hardy, Boardmember O'Neill, Boardmember Davis, Boardmember Watanabe, Boardmember Chahal, and Chairperson Gillmor

**Absent:** 1 - Vice Chair Mahan

## 4. Item #4 - Intentionally Not Used

5. [19-1440](#) Request from the Stadium Manager for Delegated Authority for the Executive Director to execute contracts for the Redbox Bowl

**Executive Director Santana** presented a PowerPoint presentation on Item 5.B as there was representation from ManCo to present on their requested item 5.A.

**Boardmember** comments and questions followed.

**Public Speaker(s):** Public Speaker (2)

**5.A Action on Delegation of Authority to the Santa Clara Stadium Authority Executive Director to execute contracts from December 17, 2019 to December 30, 2019 as necessary to implement the Redbox Bowl to be held at Levi's Stadium on December 30, 2019**

**5.B Note and File Executive Director's Report on the Stadium Manager's Request to Seek Delegated Authority for the "Santa Clara Stadium Authority Executive Director to execute contracts from December 17, 2019 to December 30, 2019 as necessary to implement the Redbox Bowl to be held at Levi's Stadium on December 30, 2019"**

**A motion was made by Boardmember Davis, seconded by Boardmember Watanabe, to authorize the Executive Director to execute contracts if ManCo provides proper proof of procurement and free of Conflict of Interest.**

**Aye:** 6 - Boardmember Hardy, Boardmember O'Neill, Boardmember Davis, Boardmember Watanabe, Boardmember Chahal, and Chairperson Gillmor

**Absent:** 1 - Vice Chair Mahan

## **REPORTS OF MEMBERS AND SPECIAL COMMITTEES**

**Councilmember O'Neill** reported on her attendance at an Islamic Circle of North America (ICNA) event.

**Councilmember Hardy** reported on her attendance at the Apple Open House event and requested clarification concerning the reconsideration process.

**Councilmember Watanabe** reported on her attendance alongside **Mayor Gillmor**, **Councilmember O'Neill** and **Councilmember Chahal** at the December 16, 2019 Calabazas Community Apartment ground breaking event.

**Councilmember Chahal** reported on:

- His attendance at the December 16, 2019 Calabazas Community Apartment ground breaking event.
- His attendance at the Apple Open House event.
- He shared that Valley Transportation Authority (VTA) is offering free rides from December 28 through December 31, 2019.

**City Attorney Doyle** addressed **Councilmember Hardy** to clarify her reconsideration concerns.

[19-1480](#)

Discussion of City of Santa Clara Council Meeting December 10, 2019 - Agenda Item #4 Post Meeting Material

## **CITY MANAGER/EXECUTIVE DIRECTOR REPORT**

**City Manager Santana** announced that the City calendar and the Inside Santa Clara issue will be distributed soon.

[19-1317](#)

Update on City Council and Stadium Authority Staff Referrals

[19-1427](#)

Tentative Meeting Agenda Calendar (TMAC)

## **ADJOURNMENT**

**A motion was made by Councilmember/Boardmember Chahal, seconded by Councilmember/Boardmember Hardy, to excuse Vice Mayor/Vice Chair Mahan.**

**Aye:** 5 - Councilmember/Boardmember Hardy, Councilmember/Boardmember O'Neill, Councilmember/Boardmember Davis, Councilmember/Boardmember Chahal, and Mayor/Chairperson Gillmor

**Nay:** 1 - Councilmember/Boardmember Watanabe

**Absent:** 1 - Vice Mayor/Vice Chair Mahan

The meeting was adjourned at 9:10 PM in memory of **Hermelinda Romero Carbajal** (Santa Clara Valley Resident, Mother of Frank Carbajal long-term City of Santa Clara resident).

**A motion was made by Councilmember/Boardmember O'Neill, seconded by Councilmember/Boardmember Hardy, to adjourn the meeting.**

**Aye:** 6 - Councilmember/Boardmember Hardy, Councilmember/Boardmember O'Neill, Councilmember/Boardmember Davis, Councilmember/Boardmember Watanabe, Councilmember/Boardmember Chahal, and Mayor/Chairperson Gillmor

**Excused:** 1 - Vice Mayor/Vice Chair Mahan

[19-1482](#) Adjournment of the December 17, 2019 City Council Meeting Post Meeting Material

The next regular scheduled meeting is on Tuesday evening, January 14, 2020 in the City Hall Council Chambers.



## **MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-judicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-judicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
[santaclaraca.gov](http://santaclaraca.gov)  
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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20-03

Agenda Date: 2/11/2020

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### REPORT TO COUNCIL

#### SUBJECT

Board, Commissions and Committee Minutes [Council Pillar: Enhance Community Engagement and Transparency]

#### RECOMMENDATION

Note and file the Minutes of:

Charter Review Committee - October 17, 2019

Parks & Recreation Commission - November 19, 2019

Planning Commission - December 11, 2019

Bicycle & Pedestrian Advisory Committee - September 5, 2019

Bicycle & Pedestrian Advisory Committee - October 28, 2019



# City of Santa Clara

## Meeting Minutes

### Charter Review Committee

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10/17/2019

7:00 PM

Northside Branch Library, Community Room  
695 Moreland Way  
Santa Clara, CA 95054

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#### 1. Call to Order and Roll Call

**Chair Jain** called the meeting to order at 7:00 PM.

**Present** 7 - Member Benjamin Cooley, Vice Chair Steven Silva, Member Christine Koltermann, Member Katherine Almazol, Chair Sudhanshu Jain, Member Stephen Ricossa, and Member Richard Bonito

#### 2. Public Presentations

**Public Presentations:** None.

#### 3. Approval of Draft Charter Review Committee Meeting Minutes

- A. [19-1182](#) Action on the Charter Review Committee Minutes of the September 21, 2019 Meeting

**Recommendation:** Approve the Charter Review Committee Minutes of the September 21, 2019 meeting.

**A motion was made by Member Koltermann and seconded by Vice-Chair Silva to approve the September 21, 2019 meeting minutes.**

**Aye:** 7 - Member Cooley, Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito

- B. [19-1185](#) Action on the Charter Review Committee Minutes of the September 26, 2019 Meeting

**Recommendation:** Approve the Charter Review Committee Minutes of the September 26, 2019 meeting.

**A motion was made by Member Koltermann and seconded by Member Ricossa to approve the September 26, 2019 meeting minutes.**

**Aye:** 7 - Member Cooley, Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito

#### 4. Receive Public Input

**Chair Jain** opened the meeting for public input.

Public Speaker(s): 3

**Public Speaker 1:** The speaker noted that if the Committee recommends anything other than six districts it will be going against the preference of a majority of people that took the survey. The speaker strongly recommends adopting six districts and noted that three districts will likely result in more litigation and that three districts with two representatives per district will be considered at-large.

**Public Speaker 2:** The speaker noted that residents in one part of the City have different needs than those in another part. The City Council must adopt the order of the trial court judge and stop the appeal.

**Public Speaker 3:** The speaker responded to the first speaker's comments.

#### 5. Verbal Report from City Clerk on Survey Results and Other Feedback Received to Date

[19-1183](#)

Verbal Report from City Clerk on Survey Results and Other Feedback Received to Date

**City Clerk Haggag** reported on the survey results received as of the day of the meeting.

#### 6. Verbal Report from Committee members on Public Input Received to Date

**Member Koltermann, Member Cooley** and **Chair Jain** each provided a report on public input they had received as of the day of the meeting.

#### 7. Discussion and Action on Recommended Charter Amendment Language including:

- Review of Potential Residency and Redistricting Language
- Review of Redistricting Language Options
- Potential Input on How Initial Districts will be Drawn

[19-1181](#)

Proposed Draft Charter Amendment Language Regarding District Elections

**Committee Members** began discussing items to recommend to City Council. The first discussion was a review of potential residency and redistricting language.

**A motion was made by Member Koltermann and seconded by Member Ricossa to adopt the draft Charter Section 600 as presented by the City Clerk and City Attorney with the changes noted by the Committee to clearly identify those elected offices elected at-large versus by-district.**

**Aye:** 5 - Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, and Member Ricossa

**Nay:** 2 - Member Cooley, and Member Bonito

**Committee Members** reviewed and discussed the draft amended Charter Section 700 language regarding how Councilmembers are elected.

**A motion was made by Chair Jain and seconded by Vice-Chair Silva to recommend the draft Charter Section 700 language to City Council.**

**Aye:** 3 - Vice Chair Silva, Member Almazol, and Member Ricossa

**Nay:** 3 - Member Koltermann, Chair Jain, and Member Bonito

**Abstained:** 1 - Member Cooley

**Committee Members** continued discussing proposed language to recommend to City Council on how Councilmembers are elected.

**A motion was made by Member Cooley and seconded by Member Bonito to recommend to move to 3 districts with 2 members to be elected in alternating election cycles.**

**Aye:** 5 - Member Cooley, Vice Chair Silva, Member Almazol, Member Ricossa, and Member Bonito

**Nay:** 2 - Member Koltermann, and Chair Jain

**Committee Members** discussed the transition to the new 3 district model with 2 members elected from each district.

**Chair Jain** opened the floor for public comments.

Public Speaker: (1)

**Steve Chessin** made the following recommendation in terms of a transition plan:

To keep the six council districts for the November 2020 election followed by a transition plan to three council districts with two representatives per district to be elected in alternate election years beginning in 2022, with one representative serving a two-year term to realign. The transition plan would be as follows:

- November 2020 - One councilmember will be elected to represent each of districts 1, 4, 5, and 6 for a four-year term based on the court ordered districts.
- November 2022 - One councilmember will be elected to represent each of the newly formed District 1 and District 2 for a four-year term.
- November 2024 - Districts 1 and 2 will each elect one person for a four-year term. The newly formed District 3 will elect two councilmembers. The candidate with the highest number of votes for District 3 will serve a four-year term and the candidate with next highest number of votes will serve a two-year term.
- November 2026 and every election thereafter- Districts 1, 2 and 3 will each elect one councilmember for a four-year term.

**A motion was made by Chair Jain and seconded by Member Ricossa to adopt the transition plan outlined by Mr. Chessin.**

**Aye:** 5 - Member Cooley, Vice Chair Silva, Chair Jain, Member Ricossa, and Member Bonito

**Nay:** 2 - Member Koltermann, and Member Almazol

**Committee Members** continued to discuss residency requirements.

**A motion was made by Member Ricossa and seconded by Member Koltermann to adopt the sample language from the City of San Jose, which requires candidates for a City Council seat to be a resident in the district for at least 30 days prior to the close of the nomination period.**

**Aye:** 6 - Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito

**Nay:** 1 - Member Cooley

**Committee Members** discussed possible redistricting language.

**A motion was made by Member Cooley and seconded by Member Ricossa to recommend the alternate section language, which recommends the Santa Clara City Charter be amended to state that the method by which Districts are to be drawn and redrawn shall be enacted by ordinance of the City Council in accordance with Elections Code Section 23001**

**Aye:** 7 - Member Cooley, Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito

**A motion was made by Member Cooley and seconded by Member Koltermann to use the independent redistricting model in compliance with the California Elections Code Section 23001.**

**Aye:** 5 - Member Cooley, Member Koltermann, Chair Jain, Member Ricossa, and Member Bonito

**Nay:** 1 - Vice Chair Silva

**Abstained:** 1 - Member Almazol

**A motion was made by Member Koltermann and seconded by Member Almazol to recommend the following paragraph be included in a charter amendment:**

**Upon any redistricting pursuant to the provisions of this section of the Charter or the ordinances enacted hereunder, each incumbent member of the Council will continue, during the remainder of the member's term, to hold office and represent the district by which the member was elected prior to such redistricting, notwithstanding any provision of Section 600 requiring a member to be a resident of the district represented by such member.**

**Aye:** 7 - Member Cooley, Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito

**City Attorney Doyle** provided some closing remarks.

**City Clerk Haggag** provided some closing remarks.

**Committee Members** provided some closing remarks.

## **8. Adjournment**

**A motion was made by Member Cooley and seconded by Member Koltermann to adjourn the meeting at 8:37 p.m.**

**Aye:** 7 - Member Cooley, Vice Chair Silva, Member Koltermann, Member Almazol, Chair Jain, Member Ricossa, and Member Bonito





# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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11/19/2019

7:00 PM

Cafeteria - City Hall East Wing  
1500 Warburton Avenue  
Santa Clara, CA 95050

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#### **CALL TO ORDER AND ROLL CALL**

**Chair Knaack** called the meeting to order at 7:02 PM.

**Present** 6 - Chair Andrew Knaack, Vice Chair Joe Martinez, Commissioner George Guerra, Commissioner Kevan Michael Walke, Commissioner Roseann Alderete LaCoursiere, and Commissioner Eversley Forte

**Absent** 1 - Commissioner Burt Field

#### **CONSENT CALENDAR**

**1.A**     [19-1247](#)     Action on the Parks & Recreation Commission Minutes of the October 15, 2019 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the October 15, 2019 Meeting.

**Commissioner Guerra made a motion, seconded by Commissioner Walke to recommend approval of minutes.**

**Aye:** 6 - Chair Knaack, Vice Chair Martinez, Commissioner Guerra, Commissioner Walke, Commissioner Alderete LaCoursiere, and Commissioner Forte

**Absent:** 1 - Commissioner Field

#### **PUBLIC PRESENTATIONS**

Susan Hinton, a member of the public, appreciated the detailed work and outreach done by staff in the Central Park Master Plan. She commented on the potential installation of synthetic turf on Fatjo Field in the Central Park Master Plan, and expressed her view that it would be best if Fatjo Field would remain as an improved natural grass field in the future without any of the disadvantages of synthetic turf.

#### **GENERAL BUSINESS**

2. [19-1353](#) Presentation and Action on Central Park Master Plan Update and Draft Ordinance in accord with City Charter section 714.1

**Recommendation:** Recommend that Council approve the Central Park Master Plan including the Schematic Design Update and project phasing and Introduce an Ordinance in accordance with City Charter section 714.1.

**Commissioner Field** entered the meeting at 7:05 PM.

**Commissioner Walke made a motion, seconded by Commissioner LaCoursiere to recommend that Council approve the Central Park Master Plan including the Schematic Design Update and project phasing and introduce an ordinance in accordance with City Charter section 714.1.**

**Aye:** 7 - Chair Knaack, Vice Chair Martinez, Commissioner Guerra, Commissioner Field , Commissioner Walke, Commissioner Alderete LaCoursiere, and Commissioner Forte

3. [19-1244](#) Recommendation to the Governance and Ethics Committee to Name the New Neighborhood Park located at 1205 Coleman Avenue (Gateway Crossings)

**Recommendation:** Recommend a Name for the Governance and Ethics Committee consideration for the New Neighborhood Park located at 1205 Coleman Avenue.

**Commissioner Guerra made a motion, seconded by Commissioner Martinez that Item 3. be tabled until one month after a comprehensive list of potential park names is provided to the Commission.**

**Aye:** 7 - Chair Knaack, Vice Chair Martinez, Commissioner Guerra, Commissioner Field , Commissioner Walke, Commissioner Alderete LaCoursiere, and Commissioner Forte

4. [19-1245](#) Recommendation to the Governance and Ethics Committee to Name the New Public Park located at 2343 Calle Del Mundo.

**Recommendation:** Recommend a Name for the Governance and Ethics Committee consideration for the New Public Park located at 2343 Calle Del Mundo (SummerHill Residential Project).

**Commissioner Guerra made a motion, seconded by Commissioner Martinez that Item 4. be tabled until one month after a comprehensive list of potential park names is provided to the Commission.**

**Commissioner Guerra made a motion, seconded by Commissioner Walke that each Commissioner provide staff a list of three to four names by January 21, 2020, Parks & Recreation Commission Meeting.**

**Aye:** 7 - Chair Knaack, Vice Chair Martinez, Commissioner Guerra, Commissioner Field, Commissioner Walke, Commissioner Alderete LaCoursiere, and Commissioner Forte

5. [19-1246](#) Parks & Recreation Commission Work Plan Goals for FY 2019/20

The subcommittee visited the 30+ acre park site located in the north of the City on October 28, 2019. They reported back to the Commission about their initial thoughts about major recreational activities that would benefit the community considering the size of the site, sloped areas and the higher elevation upland area of the site. The subcommittee will continue to develop a methodology and timeline to conduct robust outreach with an array of stakeholders in the early stages of collaboration before the City develops the 30+ acre park site. In addition, Deputy Director Seale will provide reference literature regarding the recent conversion of golf courses to park land.

**STAFF REPORT**

**Deputy Director Seale** reported to the Commission regarding the ribbon cutting for the newly rehabilitated playground at Bowers Park. The Mayor and City Manager led the community in opening the new playground. Hundred of park patrons attended the event. The new Bowers Park playground was designated as a National Demonstration site in three distinct categories by Playcore: the 7 Principles of Inclusive Design, Nature Grounds, and Play On. The other park projects are progressing, including Reed & Grant Streets Sports Park, Machado Park, Homeridge Park, Agnew Park, and Fuller Park. The Machado Park Playground Rehabilitation Project will continue, as there was a delay due to a design change to enhance the play value of the hillside slide.

The Tree Lighting Ceremony will be on December 6, 2019. Commissioners are requested to be present at base camp for the Tree Lighting Ceremony at 4:00 PM. The ice rink will open to the public on November 21, 2019.

**COMMISSIONERS REPORT**

**Commissioner Field:** Visited the Palo Alto Magical Bridge Playground. He commented on the large and diverse crowd enjoying the playground on a weekday. He looks forward to the construction of a new Magical Bridge All-Inclusive Playground in Santa Clara. Commissioner Field also visited the Reed & Grant Streets Sports Park site.

**Commissioner Forte:** Attended the Bowers Park Playground Ribbon Cutting event.

**Commissioner Guerra:** Visited Maywood Park and Mary Gomez Park.

**Chair Knaack:** Attended the Bowers Park Playground Ribbon Cutting event and was pleased with the transformation of the playground and park. He will be attending the Charlotte's Web play in late November. He also visited the 30+ acre park site with the other subcommittee members.

**Commissioner LaCoursiere:** Attended October Fest at Westwood School which was very successful. She also attended the Hoop Shoot sponsored by the Elks at the Youth Activity Center. Commissioner LaCoursiere was very pleased to work with Recreation Supervisor Gayle Icho, and staff. Visited the 30+ acre park site with the other subcommittee members.

**Commissioner Martinez:** Visited the 30+ acre park site with the other subcommittee members.

**Commissioner Walke:** Visited Central Park, and attended the PAL Soccer Tournament which had over 2,000 participants. He also visited the Reed & Grant Streets Sports Park site, and Montague Park.

**ADJOURNMENT**

**Commissioner Guerra made a motion, seconded by Commissioner Martinez to cancel the December 17, 2019 Parks & Recreation Commission Meeting, and adjourn the meeting until the regularly scheduled meeting at 7:00 PM on January 21, 2020.**

**Aye:** 7 - Chair Knaack, Vice Chair Martinez, Commissioner Guerra, Commissioner Field, Commissioner Walke, Commissioner Alderete LaCoursiere, and Commissioner Forte



# City of Santa Clara

## Meeting Minutes

### Planning Commission

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12/11/2019

6:00 PM

City Hall Council Chambers

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#### **6:00 PM REGULAR MEETING**

##### **Call to Order**

**Chair Becker** called the meeting to order at 6:03 p.m.

##### **Pledge of Allegiance and Statement of Values**

##### **Roll Call**

**Present** 7 - Commissioner Steve Kelly, Commissioner Yuki Ikezi, Commissioner Sudhanshu Jain, Vice Chair Lance Saleme, Chair Anthony Becker, Commissioner Nancy A. Biagini, and Commissioner Priya Cherukuru

#### **DECLARATION OF COMMISSION PROCEDURES**

**Chair Becker** read the Declaration of Commission Procedures.

#### **CONTINUANCES/EXCEPTIONS**

None.

#### **CONSENT CALENDAR**

**A motion was made by Commissioner Biagini, seconded by Commissioner Kelly to approve the Consent Calendar.**

**Aye:** 7 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Vice Chair Saleme, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**1.A**     [19-938](#)     Planning Commission Meeting Minutes of November 13, 2019

**Recommendation:** Approve the Planning Commission Minutes of the November 13, 2019 Meeting.

**1.B**     [19-1122](#)     Consent: Action on Use Permit for ABC License Type 20 for the existing Valero gas station convenience store located at 3305 El Camino Real

**Recommendation:** Adopt a resolution approving a Use Permit for the sale of Beer & Wine for consumption off the premises where sold (ABC License Type 20) for the existing Valero gas station convenience store located at 3305 El Camino

Real, subject to conditions of approval.

## **PUBLIC PRESENTATIONS**

**Aaron Resendez** spoke representing Tim Pacheco regarding Code Enforcement matters at 2625 Maplewood Lane. Staff obtained information from the speaker and stated that follow-up on this matter would take place.

## **PUBLIC HEARING**

2. [19-1179](#) Public Hearing: Action on a Variance to rebuild an existing non-conforming one-car garage at its current location for the single-family residence located at 1366 Lexington Street

**Recommendation:** Approve the Variance to allow rebuilding a non-conforming one-car garage at its current location with a one-foot rear setback, a zero-foot side setback, and a three-foot separation from the main house.

**Commissioner Jain** recused himself from this item due to the proximity of his residence to the project.

**Associate Planner Elaheh Kerachian** provided a presentation.

**Applicant Daniel Perez**, the property owner's son, spoke. Applicant clarified he would like to rebuild the original garage to keep it in accordance with the historical neighborhood and would like to move forward.

A discussion took place between Commissioners and the Applicant clarifying that the garage should be used for auto use due to the limited parking in the neighborhood. Staff clarified next steps if staff recommendation is approved.

### **Public Speakers:**

**Stephanie So**, a direct neighbor spoke regarding concerns of where the structure sits and the zero lot line and concerns of the water drainage issues.

**Jonathon Evans**, a neighbor who lives behind the structure stated the original garage was not rebuilt as the original structure. Wants to make sure all neighbors follow the same process when rebuilding a structure.

In reply to Commissioner questions, staff clarified this is not an historic property. **Assistant City Attorney Alexander Abbe** stated that it is not the city's jurisdiction to address a complaint regarding boundary issues when a property owner has relied upon a licensed surveyor to provide this information.

**A motion was made by Commissioner Ikezi, seconded by**

**Commissioner Kelly to close public hearing.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Vice Chair Saleme, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Recused:** 1 - Commissioner Jain

**A motion was made by Commissioner Saleme, seconded by Commissioner Biagini to approve staff recommendation with a friendly amendment by Commissioner Cherukuru to add appropriate drainage as a requirement.**

**Aye:** 6 - Commissioner Kelly, Commissioner Ikezi, Vice Chair Saleme, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

**Recused:** 1 - Commissioner Jain

3. [19-1282](#) Public Hearing: Action on a Use Permit for a proposed spa at 2908 El Camino Real

**Recommendation:** Alternative:

1. Adopt a Resolution approving a Use Permit to allow a spa located at 2908 El Camino Real, subject to conditions of approval.

**Development Review Officer Gloria Sciara** provided a presentation.

**Jimmy Chang, Architect**, spoke on behalf of the property owner, FLC, Inc. and provided an overview of the business noting it is a health facility oriented business, not a person to person business. All areas are gender separated such as locker rooms, shower areas, spas including different entrances. This type of business is common in Korea and is a combination of spa/gym. There will be fulltime staff at all times. The ground floor is an open area and will be monitored at all times. Patrons in common area will always be fully clothed. Massage will not be provided at this facility. This is not a membership facility and will have a daily entry fee.

Commissioners asked questions regarding parking spots and facility peak hours. The property owner spoke and stated there are 140 parking spaces for the facility. This is a shared parking situation with Bank of America. It is expected that there would be approximately 80-100 patrons at peak time, and an average of 50 during normal business hours and that parking will not be an issue.

**A motion was made by Commissioner Kelly, seconded by Commissioner Cherukuru to close public hearing.**

**Aye:** 7 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Vice Chair Saleme, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru



**A motion was made by Commissioner Ikezi, seconded by Commissioner Jain to approve staff recommendation with the following amendment to condition PD6: The installation and use of interior and exterior security cameras and recording devices is highly encouraged. Condition PD6 shall be changed to: The installation and use of interior and exterior security cameras and recording devices is required.**

**Aye:** 7 - Commissioner Kelly, Commissioner Ikezi, Commissioner Jain, Vice Chair Saleme, Chair Becker, Commissioner Biagini, and Commissioner Cherukuru

4. [19-1054](#) STUDY SESSION: Overview and Update on Proposed Changes to the City's Transportation Analysis Methodology and Processes to Comply with State Law

**Principal Planner Lesley Xavier and Department of Public Works Associate Consultant Karen Mack**, provided a presentation. Staff noted this presentation had been provided to City Council at a Study Session on November 5, 2019 and that additional information has been added to this presentation.

**Assistant City Attorney Alexander Abbe** noted that after July 2020 all projects must incorporate Vehicle Miles Traveled (VMT) and also that the Planning Commission will weigh in on this before adoption.

**Commissioner Saleme** requested that in the future that staff focus on information that is different from what was presented to the Commission previously.

**Commissioner Cherukuru** suggested that it may be good practice to get feedback on land use from other commissions such as the Youth and Senior Commission on this item.

**Commissioner Saleme** asked if the Planning Commission can meet with other boards and commission as a joint meeting to better understand their objectives or possibly an all hands meeting with all Commissions. Development Review Officer Gloria Sciara noted that staff can reach out to liaisons to look into meetings.

#### **REPORTS OF COMMISSION/BOARD LIAISON AND COMMITTEE:**

1. Announcements/Other Items

**Chair Becker** requested Commissioner contact information be

provided to all Commissioners, staff replied this will be done.

**Planning Manager Reena Brilliot** provided information on rideshare and car sharing at the Catalina II project.

**Principal Planner Lesley Xavier** spoke on this item.

## 2. Architectural Committee

**Chair Becker** announced that the Architectural Committee will be replaced by a Development Review Hearing and thanked all Commissioners for their work and service on the Committee. He stated that Planning Commissioners volunteer their time and their opinions do matter.

**Chair Becker** thanked the Commission Staff for supporting the Commission.

Commissioners discussed concerns that the focus on design elements and aesthetics may be lost when citizens no longer serve on the Commission. **Planning Manager Reena Brilliot** stated that an Architect will be part of the Development Review process.

**Several Commissioners** expressed disappointment in the decision to no longer have an Architectural Committee and they believe that the City may revert back to less desirable designs for developments in the city without Commissioners serving on this Committee.

**Development Review Officer Gloria Sciara** stated that she appreciates all the input Commissioners have provided while participating on the Architectural Committee and their input has affected staff in a positive manner asking for a higher standard and that this will continue in the Development Review Hearing process. She noted that due process concern and conflict of interest was the impetus for restructuring the Committee which was raised by the City Attorney. Staff will continue to push on improved designs.

## 3. Commissioner Travel and Training Reports, Requests to attend Trainings

**Commissioner Kelly** announced he attended a meeting in San Jose regarding automated busses for tech business as mass transit. He encouraged others to look this topic up.

**Commissioner Chereukuru** announced that she and Commissioner Biagini would attend a CEQA conference on December 12, 2019.

**DIRECTOR OF COMMUNITY DEVELOPMENT REPORTS:**

1. Planning Commission Budget Update

**Development Review Officer Gloria Sciara** provided updates.

**Commissioner Jain** requested that additional educational study sessions be provided in the future.

**Commissioner Saleme** requested that an expert on the topic of energy savings, and greenhouse gas speak at an upcoming Planning Commission meeting

2. Upcoming Agenda Items

**Planning Manager Reena Brilliot** provided updates.

3. City Council Actions

**Development Review Officer Gloria Sciara** provided updates.

**ADJOURNMENT:**

**Chair Becker** wished Happy Holidays to the Commission and staff and thanked everyone for their work this year.

**A motion was made by Commissioner Jain, seconded by Commissioner Kelly to adjourn the meeting. The meeting adjourned at 10:18 p.m.**



# City of Santa Clara

## Meeting Minutes

### Bicycle & Pedestrian Advisory Committee

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09/05/2019

4:30 PM

Special Meeting - City Hall Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95051

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#### TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the undersigned calls for a Special Meeting of the Bicycle and Pedestrian Advisory Committee of the City of Santa Clara, to commence and convene on September 5, 2019, at 4:30 PM for a Special Meeting in the City Hall Council Chambers located in the East Wing of City Hall at 1500 Warburton Avenue, Santa Clara, California, to consider the following matter(s) and to potentially take action with respect to them.

#### 1. CALL TO ORDER AND ROLL CALL

**Chair Hardy** called the meeting to order at 4:35 PM

Audio: [02:00-03:11]

**Present** 9 - Chair Karen Hardy, Member Ken Kratz, Member Thanh Do, Member Rafael Rius, Member Diane Harrison, Member Craig Larsen, Member Bruce Donoghue, Member Don Sterk, and Member Thomas Granvold

#### 2. PUBLIC PRESENTATIONS

**Diane Harrison** read **Betsy Megas's** email that expressed concern regarding the temporary closure and detour of the San Tomas Aquino Creek Trail.

**John Cordes (SVBC)** thanked all those who were involved with the City's Bicycle Infrastructure Ride on August 19, 2019 and announced dates for future rides for Cupertino and Fremont.

Audio: [03:11-22:20]

#### 3. CONSENT CALENDAR

- A. [19-942](#) Bicycle and Pedestrian Advisory Committee Meeting Minutes of June 24, 2019

**Attachments:** [BPAC June 24 2019 Draft Minutes](#)

Members of the BPAC requested corrected typographical errors and the following changes:

- add a statement about member Donoghue submitting written comments regarding treatment of bicycle facilities at County Expressway interface for item 4F (2020 Pavement Preservation Project (Complete Streets Review)).
- add a statement about member Donoghue requesting additional details regarding illumination levels at certain crosswalks that staff could not address at that time of the meeting for Item 4G (Uncontrolled Crosswalk Improvements Project).
- add a statement about member Kratz requesting to include bus stops as a destination for Item 4H (Pedestrian Master Plan).
- add a statement about member Donoghue requesting that illumination standards for crosswalks be added as an appendix to the Pedestrian Master Plan for Item 4H (Pedestrian Master Plan).
- change the committee members name responsible for Item 6E (Crosswalk Lighting) to Donoghue.

**A motion was made by Member Sterk, seconded by Member Kratz, to approve the June 24, 2019 meeting minutes with the requested changes.**

**Audio: [22:20-42:45]**

**Aye:** 7 - Chair Hardy, Member Kratz, Member Do, Member Harrison, Member Donoghue, Member Sterk, and Member Granvold

**Abstained:** 2 - Member Rius, and Member Larsen

#### **4. REPORTS FOR COMMITTEE INFORMATION**

- A. Santa Clara P. D. update

**None.**

**Audio: [42:45-43:40]**

B. Follow-up items from Previous Meetings

**Chair Hardy** noted that in response to the Committee's request, the City Council sent a letter to the Santa Clara Valley Water District in support of preserving the Freedom Bridge.

Audio: [43:40-49:20]

C. VTA BPAC Update

**Member Ruis** provided an update on agenda items discussed at recent **VTA BPAC** meetings.

Audio: [49:20-54:45]

D. [19-944](#) 2019 Annual Work Plan (Liw/Shariat - 5 min)

**Attachments:** [Item 4D BPAC 2019 Annual Work Plan\(8.28.19\)](#)

**Principal Transportation Planner Shariat** outlined adjustments made in the Work Plan for the September and October meetings and **Assistant Director/City Engineer Liw** announced that City staff will create a form for members to fill out and submit to staff should they want to add agenda items to the Work Plan. The Committee will rank these agenda items in order of priority.

Audio: [54:45-01:14:40]

E. [19-969](#) Grant Activity (Shariat - 5 min)

**Attachments:** [Grant Activity](#)

**Principal Transportation Planner Shariat** highlighted the updates to the Grant Activity report.

Audio: [01:14:40-01:26:26]

F. Granicus

**Principal Transportation Planner Shariat** noted that the Committee's agendas and minutes will now be created in the Granicus system that is currently being used for City Council meetings.

Audio: [01:26:26-01:30:23]

G. [19-950](#) Safe Routes to School Program Update (Shariat - 15 min)

**Associate Engineer (Civil) Johnson** presented an update of the ongoing Safe Routes to School program for multiple Santa Clara schools.

Audio: [01:30:23-02:22:10]

H. [19-965](#) Pedestrian Plan Update (Shariat - 10 min)

**Principal Transportation Planner Shariat** provided a schedule for the completion of the Pedestrian Master Plan 2019 and all the associated public and BPAC meetings.

Audio: [02:22:10-02:33:48]

I. Pruneridge/Lawrence Bike Lane Improvement Project Update

**Assistant Director/City Engineer Liw** provided a brief update on the projects progress to date and noted that the plans will be presented to the Committee at the October meeting.

Audio: [02:33:48-02:54:00]

J. [19-968](#) Bicycle Route/Designation Signage (Johnson - 20 min)

**Associate Engineer (Civil) Johnson** provided an overview of the different types of wayfinding signage and their recommended locations as outlined in the 2018 Bike Plan Update. **Members Kratz, Donoghue, Do,** and **Harrison** volunteered to create a subcommittee to explore possible routes to be included in a future wayfinding system.

Audio: [02:54:00-03:38:05]

## **5. REPORTS FOR COMMITTEE ACTION**

A. None

## **6. AGENDA ITEMS FOR FUTURE MEETINGS**

**Member Donoghue** identified 3 locations he felt were hazardous and needed attention:

1. The location of the bike racks at Central Park Library
2. Steel plates on Scott Boulevard south of El Camino Real
3. Steel plates on Calabazas Boulevard north of El Camino Real

**Assistant Director/City Engineer Liw** indicated that staff would follow up on these items. **Associate Engineer (Civil) Johnson** requested that members submit any future items agenda items using the form described previously under Item 3D.

Audio: [3:38:05-03:58:26]

### **ANNOUNCEMENTS:**

1. **Chair Hardy** announced that the Art & Wine Festival was scheduled for September 14th & 15th, 2019.
2. **Assistant Director/City Engineer Liw** noted the following:
  - Staff will reach out to P. D. to emphasize the importance of having them attend the Committee meetings;
  - **Former Traffic Engineer Dennis Ng** is now the Traffic Engineer for the City of Sunnyvale;
  - The Bicycle Plan Update 2018 is scheduled to be presented to City Council on September 24th; and
  - There is currently a pause on the Scooter/Bike Share Program with the possibility of extending the moratorium another year.

Audio: [03:58:26-04:03:13]

## **7. ADJOURNMENT**

**Chair Hardy** adjourned the meeting at 8:50 P.M.





# City of Santa Clara

## Meeting Minutes

### Bicycle & Pedestrian Advisory Committee

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10/28/2019

4:00 PM

City Hall Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95051

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#### 1. CALL TO ORDER AND ROLL CALL

**Chair Hardy** called the meeting to order at 4:11 PM

**Present** 9 - Chair Karen Hardy, Member Rafael Rius, Member Diane Harrison, Member Craig Larsen, Member Ken Kratz, Member Thanh Do, Member Bruce Donoghue, Member Thomas Granvold, and Member Don Sterk

#### 2. PUBLIC PRESENTATIONS

None

#### 3. CONSENT CALENDAR

- A. [19-1140](#) Bicycle and Pedestrian Advisory Committee Meeting Minutes of September 5, 2019 (Hardy)

Attachments: [BPAC September 5, 2019 Draft Minutes](#)

**A motion was made by Member Sterk, seconded by Member Harrison to approve the September 5, 2019 meeting minutes with minor modifications**

**Aye:** 9 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Kratz, Member Do, Member Donoghue, Member Granvold, and Member Sterk

#### 4. REPORTS FOR COMMITTEE INFORMATION

- A. Santa Clara P.D. update (Saunders/Cusimano)

**Officer Cusimano** discussed the auto/ped collisions for the first six months of 2019 and informed the Committee about "Stealth Radar" boxes used by Santa Clara P. D.

B. Follow-up items from Previous Meetings (Johnson/Liw)

**Assistant Director/City Engineer Michael Liw** provided updates on the following items:

1. The steel plates, previously identified by **Member Donoghue** as being a potential safety risk for bicyclists, have been removed.
2. Staff is revising the standards for the placement of temporary traffic control signs due to recent concerns from bicyclist's.
3. The current moratorium on the Bike/Scooter Share Program has been extended by the City Council to 12/2020.
4. The Santa Clara Bicycle Plan Update 2018 was approved by City Council on September 17, 2019.

C. VTA BPAC Update (Rius)

**Member Rius** provided update on the October 9, 2019 meeting which was a work shop and informational only meeting. He noted that VTA programmed \$200M towards bicycle and pedestrian projects between 2010 and 2019. He also noted that a presentation was also given on the "Eastridge to BART Regional Connector Project". Link to VTA BPAC meeting minutes: <http://santaclaravta.iqm2.com/Citizens/default.aspx>  
Audio: [00:00-07:00]

D. [19-1142](#) Grant Activity (Shariat)

**Attachments:** [Item 4D Grant Activity](#)

**Principal Transportation Planner Shariat** provided an update on the status of ongoing grants and highlighted changes made to grant spreadsheet. She noted that next call for projects would be for TFCA funds. Staff will consider applying for these funds.  
Audio: [07:00-13:20]

E. [19-1145](#) Pruneridge Avenue and Lawrence Expressway Bicycle Lane Improvements Project Update (Liw)

**Attachments:** [Updated design plan](#)

**Assistant Director/City Engineer Michael Liw** provided an update on the current plans and invited comments from Committee members. **Member Kratz** commented on reducing lane widths on westbound Pruneridge Avenue to accommodate bicycle lanes and **Member Donoghue** commented on lighting aspects and signs blocked by trees.  
Audio: [13:20-59:40]

- F. [19-1147](#) 2020 Annual Street Maintenance and Rehabilitation Project Complete Streets Review (Shariat)

**Attachments:** [2020 Annual Street Maintenance and Rehabilitation Project plans](#)

**Principal Transportation Planner Shariat** invited comments regarding "complete streets elements" for the 65% level project plans. She noted the change from a Class II to Class III bicycle facility for Lick Mill Boulevard between Tasman Drive and Hope Drive was due to the need for a parking study to be completed and approved by the City Council. Accommodations in the plans will be made to allow for future as shown in the recently adopted Santa Clara Bicycle Plan Update 2018. **Member Kratz** requested class II bike lanes on Market Street between Monroe Street and The Alameda.

Audio: [59:40-1:26:00]

- G. [19-1204](#) Subcommittee Report on Wayfinding Signage (Kratz)

**Attachments:** [Santa Clara Bicycle & Pedestrian Wayfinding](#)

**Member Kraz** provided the subcommittee's proposal on wayfinding signage for Santa Clara. The subcommittee included members Kratz, Harrison, Donoghue, and Do.

Audio: [1:26:00-2:08:00]

## **5. REPORTS FOR COMMITTEE ACTION**

- A. [19-1150](#) Bicycle and Pedestrian Advisory Committee Membership Voting (Hardy)

**Attachments:** [Application\\_Anthony Carnesecca](#)

[Application\\_Betsy Megas](#)

[Application\\_Diane Harrison](#)

[Application\\_Mercedes Mack](#)

[Application\\_Yury Perzov](#)

It was noted that an additional candidate's (Frank Kim), application was not included in the packet distributed to the Committee. Each candidate provided a verbal presentation on their desire to be a BPAC member and the Committee voted on which candidates to recommend to the City Council for approval. Candidates Diane Harrison, Betsy Megas, and Yury Perzov were each nominated for membership for a three year term for January 1, 2020 through December 31, 2022.

**A motion was made that Candidates Diane Harrison, Betsy Megas, and Yury Perzov be recommended to City Council for approval. The motion carried by the following vote:**

**Audio: [2:21:20-3:36:25]**

**Aye:** 9 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Kratz, Member Do, Member Donoghue, Member Granvold, and Member Sterk

- B.**     [19-1143](#)     Action to Recommend to City Council to Consider Adoption of the Pedestrian Master Plan (Shariat)

**Attachments:**   [City of Santa Clara Pedestrian Master Plan 2019](#)

**Principal Transportation Planner Shariat and Mr. Knowles** from Alta Planning and Design discussed changes made to draft Pedestrian Plan based upon comments provided by both the public and the BPAC.

**A motion was made by Member Harrison, seconded by Member Do to recommend City Council to consider adoption of the Pedestrian Master Plan as presented.**

**Audio: [3:36:25-4:42:15]**

**Aye:** 7 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Do, Member Granvold, and Member Sterk

**Nay:** 1 - Member Kratz

**Abstained:** 1 - Member Donoghue

- C.**     [19-1141](#)     2020 Annual Work Plan (Liw)

**Attachments:**   [BPAC 2020 Annual Work Plan \(Draft\)](#)  
                      [BPAC Agenda Topic Requests](#)

**Committee members discussed agenda items for future meetings from the list of 25 submitted agenda items and ranked them in order of importance. Staff will consider these items for inclusion in the 2020 Work Plan.**

**Audio: [4:42:15-5:22:50]**

## **6. AGENDA ITEMS FOR FUTURE MEETINGS**

None

## **7. ANNOUNCEMENTS**

None

## **8. ADJOURNMENT**

**Chair Hardy** adjourned the meeting at 10:18 PM

**A motion was made by Member Sterk, seconded by Member Harrison, that this meeting be adjourned. The motion carried by a unanimous vote.**



## Agenda Report

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20-191

Agenda Date: 2/11/2020

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### REPORT TO COUNCIL

#### SUBJECT

Economic Development, Communications, and Marketing Committee Minutes of December 2, 2019  
[Council Pillar: Enhance Community Engagement and Transparency]

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

#### PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

#### RECOMMENDATION

Approve the Economic Development, Communications, and Marketing Committee minutes of December 2, 2019.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

#### ATTACHMENTS

1. Economic Development, Communications, and Marketing Committee Minutes of December 2, 2019



# City of Santa Clara

## Meeting Minutes

### Economic Development, Communications, and Marketing Committee

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12/02/2019

3:00 PM

City Hall – Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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#### CALL TO ORDER AND ROLL CALL

Chair Davis called the meeting to order at 3:04 p.m.

**Present** 3 - Chair Debi Davis, Member Lisa M. Gillmor, and Member Kathy Watanabe

#### PUBLIC PRESENTATIONS

None.

#### GENERAL BUSINESS

1. [19-1327](#) Presentation by Silicon Valley Central Chamber of Commerce on Live Music/Entertainment in Santa Clara  
  
**Silicon Valley Central Chamber of Commerce President/CEO Nick Kaspar gave a presentation on live music/entertainment at small venues (e.g., restaurants, bars, hotels, etc.) within the City, as well as research conducted on interest for live music and entertainment. The Planning Manager provided background information on the current Zoning Code update that addresses issues related to the approval of live music and entertainment in the City, as well as the administrative process for permit approval. This item was an informational report only, and no action was taken by the Committee.**
2. [19-1328](#) Overview and Discussion of Helen Putnam Award for Excellence Program  
  
**City staff provided an overview of the Helen Putnam Award of Excellence program and the program's 12 award categories. The City Librarian gave a presentation on the accomplishments of the City's Bookmobile program and how the program has positively impacted the community. Chair Davis requested that staff begin working on the 2020 Helen Putnam Award of Excellence program application.**

3. [19-1313](#) Verbal Update on Communications Consultant Statement of Qualifications Process  
  
**City Contracts Manager Grace Dougherty provided a verbal update on the status of the Communications Consultant Statement of Qualifications (SOQ) process. This item was an informational report only, and no action was taken by the Committee.**
4. [19-1330](#) Update on Community Partners Webpage  
  
**The Director of Communications provided a verbal update on the Community Partners webpage. This item was an informational report only, and no action was taken by the Committee.**
5. [19-1360](#) Social Media Analytics Quarterly Report  
  
**The Director of Communications provided a verbal update on the social media analytics quarterly report for Quarter 3 of 2019 (April – June 2019). This item was an informational report only, and no action was taken by the Committee.**
6. [19-1366](#) Verbal Update on Worker Cooperatives  
  
**This item was moved as the first item under General Business. The City Manager provided a verbal update on the work effort around Worker Cooperatives. Mr. Kirk Vartan thanked the City for their work around Worker Cooperatives and noted that he is available for support (e.g., providing informational resources on worker cooperatives to the City). Additional general comments were made by Committee stakeholders.**

#### **COMMITTEE MEMBERS REPORT**

None.

#### **GOOD OF THE ORDER**

Stakeholders made various updates on upcoming events.

#### **ADJOURNMENT**

The meeting was adjourned at 4:37 p.m.

The Economic Development, Communications, and Marketing Committee meeting was adjourned to February 19, 2020, at 3:00 p.m.



## Agenda Report

20-31

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Bills and Claims Report (CC, SA, SOSA) for the period December 20<sup>th</sup>, 2019 - January 16<sup>th</sup>, 2020 [Council Pillar: Enhance Community Engagement and Transparency]

#### BACKGROUND

Disbursements made by the City are based on invoices submitted for payment. Prior to payment, staff reviews all disbursement documents to ensure they are reflective of the goods or services provided. Invoices are usually paid within 30 days of receipt of an accurate invoice. As the final step, the City Auditor, or her designee verifies all documents before payment is issued. Payments are issued through accounts payable checks and wire transfers. It's important to note that items that pertain to the Stadium Authority are billed to the Stadium Manager (ManCo) to pay on behalf of the Stadium Authority for Non-NFL events and the 49ers for NFL events.

The Bills and Claims Report represents the cash disbursements required for operations of the City during the period. The report reflects the payment date, invoice number, description of the payment, funding source, and payment amount for all invoices. The budget control is set by the City Council through the budget adoption process.

#### DISCUSSION

Significant expenditures in this time period include:

- Payment to Mission Trail Waste Systems in the amount of \$2,272,862 for November and December 2019 garbage services.
- Payment to MSR Public Power Agency in the amount of \$1,678,135 for November 2019 Big Horn energy purchase and commission expense.
- Payment to Pacific Gas & Electric in the amount of \$1,604,471 for one-time cost ownership charges for NRS-SRS No. 2 reconductoring project and October and November 2019 gas purchases.
- Payment to Santa Clara Valley Water District in the amount \$1,425,430 for November 2019 water purchase and October 2019 Pump Tax, a groundwater charge that is used to pay for the protection and augmentation of water supplies in the basin.
- Payment to OC Jones & Sons Inc., in the amount of \$1,394,837 for November 2019 progress payment for Reed Street-Grant Street Sports Park project.
- Payment to MSR Energy Authority in the amount of \$926,668 for November 2019 gas purchase and cash call for period January to June 2020.

Payments to ManCo are not included in the City's Bills and Claims report as they are currently reported through a separate Stadium Authority Bills and Claims report. Stadium Authority related



payments in the City's Bills and Claims report include general administrative, materials, and supplies expenses of approximately \$211,959. Included in this amount are expenses to Arini Geographics LLC for November 2019 Stadium GIS expenses, California Highway Patrol, City and County of Sunnyvale, and Santa Clara County Sheriff's Department for special law enforcement services at Stadium events. These expenses are reimbursed to the City by the Stadium Authority.

**ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

**FISCAL IMPACT**

The expenditures of \$19,556,600 were appropriated to various funds with the adoption of the Fiscal Year 2019/20 Budget, as amended.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Approve the list of Bills and Claims for December 20, 2019 - January 16, 2020.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Bills and Claims Approved for Payment Report



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 12/19/2019  
Run Time 11:15:57 AM

Sorted by Payment Number

**Payment No: 639303**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	CA FRANCHISE TAX BOARD	00461034	12/01/19-12/14/19CB	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	150.00
				Total for Payment No.:		150.00

**Payment No: 639304**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	CA FRANCHISE TAX BOARD	00461036	12/01/19-12/14/19RH	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	100.00
				Total for Payment No.:		100.00

**Payment No: 639305**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	CA FRANCHISE TAX BOARD	00461037	12/01/19-12/14/19WW	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	200.00
				Total for Payment No.:		200.00

**Payment No: 639306**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	CAL PERS LONG TERM CARE PROGRAM	00461041	13152613	BIWEEKLY PR CALPERS LT	Payroll Liability&ClearingAcct	378.74
				Total for Payment No.:		378.74

**Payment No: 639307**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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12/20/2019	U.S. BANK	00461043	12/01/19-12/14/19	BIWKLY PAYROLL DED PARS	Fringe Benefits	22,323.87
Total for Payment No.:						22,323.87

**Payment No: 639308**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	US TREASURY	00461038	12/01/19-12/14/19ND	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	918.69
Total for Payment No.:						918.69

**Payment No: 639309**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/20/2019	US TREASURY	00461039	12/01/19-12/14/19JO	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	50.00
Total for Payment No.:						50.00

Overall Total	24,121.30
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City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 12/19/2019  
Run Time 13:05:42 PM

Sorted by Payment Number

**Payment No: 014621**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	CARIE T ROSE	00461033	12/01/19-12/14/19DR	WAGE ATTACHMENT B1926	Payroll Liability&ClearingAcct	1,153.85
				Total for Payment No.:		1,153.85

**Payment No: 014622**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	WORKTERRA	00461031	12/01/19-12/14/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	6,669.02
12/23/2019	WORKTERRA	00461031	12/01/19-12/14/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	6,158.90
12/23/2019	WORKTERRA	00461031	12/01/19-12/14/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	701.30
				Total for Payment No.:		13,529.22

**Payment No: 014623**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	CHAPARRAL AT CALAVERAS INC	00460902	17826-17844	CONTRACTOR PAYMENT FOR CLASSE	General Fund	1,324.75
				Total for Payment No.:		1,324.75

**Payment No: 014624**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	JOSH R. RUBIETTA	00461013	17630-18482 COR	CONTRACTOR PAYMENT FOR CLASSES	General Fund	8,222.36
				Total for Payment No.:		8,222.36

Payment No: 014625

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	KIDZ LOVE SOCCER	00460898	17845-17862	CONTRACTOR PAYMENT CLASSES FY1	General Fund	20,936.50
				Total for Payment No.:		20,936.50

Payment No: 014626

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/23/2019	MISSION TRAIL WASTE SYSTEMS	00460903	1839DEC2019 COR	NOV GARBAGE COLLECTION SVCS	Solid Waste Program	941,617.86
12/23/2019	MISSION TRAIL WASTE SYSTEMS	00460903	1839DEC2019 COR	NOV GARBAGE COLLECTION SVCS	Solid Waste Program	176,097.44
				Total for Payment No.:		1,117,715.30
				Overall Total		1,162,881.98



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 12/23/2019  
Run Time 9:29:33 AM

Sorted by Payment Number

**Payment No: 639310**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/26/2019	SCHWEITZER ENGINEERING LABORATORIES, INC	00461097	INV-000423721	REGISTRATION K.PATEL PRO 401	Electric Utility	2,875.00
				Total for Payment No.:		2,875.00

**Payment No: 639311**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/26/2019	RECOLOGY SOUTH BAY	00461098	NOVEMBER-19COR	MONTHLY COLLCTNS- RECOLOGY	Solid Waste Program	208,063.36
				Total for Payment No.:		208,063.36

**Payment No: 639312**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/26/2019	ROTO-ROOTER SERVICES COMPANY	00461099	19321379352COR	1900 WALSH	General Fund	195.00
				Total for Payment No.:		195.00

**Payment No: 639313**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
12/26/2019	THE UPS STORE	00461100	10029COR	LIVESCAN R AND AN OCT/NOV	General Fund	559.72
12/26/2019	THE UPS STORE	00461100	10029COR	LIVESCAN P&R OCT/NOV	General Fund	479.76
				Total for Payment No.:		1,039.48

**Payment No: 639314**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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12/26/2019	WEST COAST ARBORISTS INC	00460863	155189	STUMP REMOVAL	General Fund	8,000.00
				Total for Payment No.:		8,000.00
				Overall Total		220,172.84



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/2/2020  
Run Time 12:56:36 PM

Sorted by Payment Number

**Payment No: 014627**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	CARIE T ROSE	00461650	12/15/19-12/28/19DR	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	1,153.85
				Total for Payment No.:		1,153.85

**Payment No: 014628**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	CITY OF SANTA CLARA EMPLOYEES	00461658	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	2,595.00
				Total for Payment No.:		2,595.00

**Payment No: 014629**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	INTL FIREFIGHTERS LOCAL 1171	00461656	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	32,416.85
				Total for Payment No.:		32,416.85

**Payment No: 014630**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	INTL FIREFIGHTERS LOCAL 1171	00461664	01/01/20-01/31/20	RETIRED FIRE MEDICAL BENEFITS	Payroll Liability&ClearingAcct	4,644.00
				Total for Payment No.:		4,644.00

**Payment No: 014631**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/06/2020	PUBLIC SAFETY NON-SWORN	00461657	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	3,200.00
Total for Payment No.:						3,200.00

**Payment No: 014632**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	SANTA CLARA MGMT ASSN	00461660	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	1,120.00
Total for Payment No.:						1,120.00

**Payment No: 014633**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	WORKTERRA	00461661	12/15/19-12/28/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	6,330.39
01/06/2020	WORKTERRA	00461661	12/15/19-12/28/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	545.58
01/06/2020	WORKTERRA	00461661	12/15/19-12/28/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	7,642.81
01/06/2020	WORKTERRA	00461661	12/15/19-12/28/19	FLEX SPENDING DEP/HEALTH	Payroll Liability&ClearingAcct	1,010.41
Total for Payment No.:						15,529.19

**Payment No: 014634**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	PREFERRED BENEFIT	00461665	EIA31234	DENTAL PREMIUIMS JAN 2020	Payroll Liability&ClearingAcct	75,648.00
Total for Payment No.:						75,648.00

**Payment No: 014635**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/06/2020	PREFERRED BENEFIT	00461675	EIA31235	VISION PREMIUMS JAN 2020	Payroll Liability&ClearingAcct	10,049.21
Total for Payment No.:						10,049.21

Overall Total

146,356.10



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/2/2020  
Run Time 13:09:06 PM

Sorted by Payment Number

**Payment No: 639315**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	AFSCME COUNCIL 57	00461671	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	4,993.80
				Total for Payment No.:		4,993.80

**Payment No: 639316**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	CA FRANCHISE TAX BOARD	00461642	12/15/19-12/28/19CB	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	150.00
				Total for Payment No.:		150.00

**Payment No: 639317**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	CA FRANCHISE TAX BOARD	00461645	12/15/19-12/28/19ND	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	97.33
				Total for Payment No.:		97.33

**Payment No: 639318**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	CA FRANCHISE TAX BOARD	00461646	12/15/19-12/28/19RH	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	100.00
				Total for Payment No.:		100.00

**Payment No: 639319**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/03/2020	CA FRANCHISE TAX BOARD	00461649	12/15/19-12/28/19WW	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	200.00
Total for Payment No.:						200.00
<b>Payment No: 639320</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/03/2020	CAL PERS LONG TERM CARE PROGRAM	00461663	13159743	BIWEEKLY PR CALPERS LT	Payroll Liability&ClearingAcct	378.74
Total for Payment No.:						378.74
<b>Payment No: 639321</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/03/2020	ENGINEERS -CITY OF SANTA CLARA	00461672	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	1,015.82
Total for Payment No.:						1,015.82
<b>Payment No: 639322</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/03/2020	IBEW	00461673	12/01/19-12/28/19	UNION DUES B2001	Payroll Liability&ClearingAcct	13,236.77
Total for Payment No.:						13,236.77
<b>Payment No: 639323</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/03/2020	METLIFE INDIVIDUAL LONG TERM	00461667	19647956 JAN2020	BIWEEKLY PR METLIFE LONG TERM	Payroll Liability&ClearingAcct	875.43
Total for Payment No.:						875.43
<b>Payment No: 639324</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/03/2020	SANTA CLARA POLICE ASSN	00461674	12/01/19-12/28/19	UNION DUES B2001	Payroll	18,734.20

Total for Payment No.: 18,734.20

**Payment No: 639325**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	U.S. BANK	00461669	12/15/19-12/28/19	BIWKLY PAYROLL DED PARS	Fringe Benefits	21,394.55
Total for Payment No.:						21,394.55

**Payment No: 639326**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	US TREASURY	00461643	12/15/19-12/28/19ND	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	138.12
Total for Payment No.:						138.12

**Payment No: 639327**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/03/2020	US TREASURY	00461648	12/15/19-12/28/19JO	WAGE ATTACHMENT B2001	Payroll Liability&ClearingAcct	50.00
Total for Payment No.:						50.00

Overall Total 61,364.76





City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/7/2020  
Run Time 15:22:53 PM

Sorted by Payment Number

Payment No: 014636

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ACT ENVIRO	00461005	261744	ANALYTICALS	Electric Utility	3,500.00
01/09/2020	ACT ENVIRO	00461005	261744	ENERGY RECOVERY FEE	Electric Utility	357.60
01/09/2020	ACT ENVIRO	00461005	261744	8 HRS LABOR CHEMIST	Electric Utility	536.00
01/09/2020	ACT ENVIRO	00461005	261744	1 HRS LABOR CHEMIST @ OT	Electric Utility	101.00
01/09/2020	ACT ENVIRO	00461005	261744	SUPPLIES	Electric Utility	150.00
01/09/2020	ACT ENVIRO	00461005	261744	HAND PUMP - LARGE	Electric Utility	50.00
01/09/2020	ACT ENVIRO	00461005	261744	PPE GEAR LEVEL D	Electric Utility	8.00
01/09/2020	ACT ENVIRO	00461005	261744	GEAR TRUCK (BOB TAIL) 12/4/19	Electric Utility	125.00
				Total for Payment No.:		4,827.60

Payment No: 014637

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ADVANTAGE OFFICE SOLUTIONS INC	00460497	12508	DPW CITY HALL	Public Buildings	375.00
01/09/2020	ADVANTAGE OFFICE SOLUTIONS INC	00460497	12508	MATERIALS	Public Buildings	71.01
01/09/2020	ADVANTAGE OFFICE SOLUTIONS INC	00460931	12509	HR LABOR	General Fund	495.00
01/09/2020	ADVANTAGE OFFICE SOLUTIONS INC	00460931	12509	HR MATERIALS	General Fund	609.62
				Total for Payment No.:		1,550.63

Payment No: 014638

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AIR FILTER SUPPLY INC	00460933	I396073	SUPPLIES	General Fund	326.44
01/09/2020	AIR FILTER SUPPLY INC	00460935	I396076	SUPPLIES	General Fund	202.16
				Total for Payment No.:		528.60

**Payment No: 014639**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AMAZON.COM	00460900	90DEC2019	1241 AD BK	General Fund	601.82
01/09/2020	AMAZON.COM	00460900	90DEC2019	1231 Juv DVD	General Fund	193.60
01/09/2020	AMAZON.COM	00460900	90DEC2019	1241 AD ABK	General Fund	23.86
01/09/2020	AMAZON.COM	00460900	90DEC2019	1236 Juv VG	General Fund	129.95
01/09/2020	AMAZON.COM	00460900	90DEC2019	1235 Juv DVD	General Fund	43.15
01/09/2020	AMAZON.COM	00460900	90DEC2019	1231 Juv VG	General Fund	25.86
01/09/2020	AMAZON.COM	00460900	90DEC2019	1235 AD/Juv VG	General Fund	589.59
				Total for Payment No.:		1,607.83

**Payment No: 014640**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461125	123396C-IN	CW16412-S KCR-7 SAN JAR BATTER	Electric Utility Construction	12,210.99
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461126	123396B-IN	ATEV1048025EMT1 MM14XXXXX1 HIN	Electric Utility Construction	6,278.21
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461127	123396D-IN	ARU-2T1REFC2B0P-060 2 TIER, 1	Electric Utility Construction	1,512.05
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461127	123396D-IN	PGEPAN24-63 POLY SPILL PAN 24"	Electric Utility Construction	818.21
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461127	123396D-IN	MISC. INSTALLATION	Electric Utility Construction	2,634.69
01/09/2020	AMERICAN POWER SYSTEMS LLC	00461392	123396A-IN	DCV400-48-400-MNEMA1-2POLE 400	Electric Utility Construction	9,815.48
				Total for Payment No.:		33,269.63

**Payment No: 014641**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ANIXTER INC.	00461422	4377640-01	TRANSFORMER, CT, 12KV, 400/5,	Electric Utility	19,960.08
				Total for Payment No.:		19,960.08



**Payment No: 014642**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AVIATION, POWER & MARINE, LLC	00461383	E1028	PN# L43419P07 - ACTUATOR, VBV,	Electric Utility	7,109.05
				Total for Payment No.:		7,109.05

**Payment No: 014643**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BAKER & TAYLOR BOOKS	00460819	CI223614	1241 AD BK	General Fund	692.50
01/09/2020	BAKER & TAYLOR BOOKS	00461148	CI223867	1241 AD BK	General Fund	273.72
01/09/2020	BAKER & TAYLOR BOOKS	00461150	2034935571	1233 AD BK	General Fund	31.90
01/09/2020	BAKER & TAYLOR BOOKS	00461681	2035015402	1233 AD BK	General Fund	162.96
01/09/2020	BAKER & TAYLOR BOOKS	00461682	2035016778	1233 AD BK	General Fund	77.94
01/09/2020	BAKER & TAYLOR BOOKS	00461684	CI224079	1241 AD BK	General Fund	733.09
01/09/2020	BAKER & TAYLOR BOOKS	00461685	2000290752	1232 YA BK	General Fund	0.50
01/09/2020	BAKER & TAYLOR BOOKS	00461686	2034968594	1233 AD BK	General Fund	16.27
				Total for Payment No.:		1,988.88

**Payment No: 014644**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BAY AREA DATA SUPPLY	00460849	206494	EOC PLOTTER PRINTHEADS	Fire Department	981.00
01/09/2020	BAY AREA DATA SUPPLY	00460851	206498	EOC PLOTTER PRINTHEADS	Fire Department	1,066.02
				Total for Payment No.:		2,047.02

**Payment No: 014645**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BAYWA R.E. SOLAR PROJECTS, LLC	00460830	66381-03/66317-03 CPV NOV-2019	PBI NOV-19 PYMT #20 PR II TWRS	Elec OperatingGrant Trust Fund	5,690.07
				Total for Payment No.:		5,690.07

**Payment No: 014646**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BELL ELECTRICAL SUPPLY	00460676	5611224	WEID CRIMP SET STRIPAXPLUS	Electric Utility	293.55
01/09/2020	BELL ELECTRICAL SUPPLY	00460677	5611225	PARTS- WEID AWG16, 17, 18	Electric Utility	153.74
01/09/2020	BELL ELECTRICAL SUPPLY	00460678	5610882	SOOW 10/4-1000R BLK	Electric Utility	156.65
01/09/2020	BELL ELECTRICAL SUPPLY	00460861	5611408	WIRE BLUE, BLK	Electric Utility	61.90
01/09/2020	BELL ELECTRICAL SUPPLY	00461054	5611423	INT-MAP	General Fund	69.66
01/09/2020	BELL ELECTRICAL SUPPLY	00461169	5610982	BRDGPORT 1175	General Fund	17.36
01/09/2020	BELL ELECTRICAL SUPPLY	00461170	5612251	IDEAL 30-1163	General Fund	95.55
01/09/2020	BELL ELECTRICAL SUPPLY	00461423	5612674	BRDGPORT	General Fund	3.69
				Total for Payment No.:		852.10

**Payment No: 014647**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BOATMAN-JACKLIN INC.	00460824	62112-02 CPV NOV-2019	PBI SOLAR PROD PYMT #33 NOV-19	Elec OperatingGrant Trust Fund	575.69
				Total for Payment No.:		575.69

**Payment No: 014648**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BRUCE BARTON PUMP SERVICE INC	00460358	0102294-IN	REPLACE JACUZZI - GRISWOLD	General Fund	6,813.92
				Total for Payment No.:		6,813.92

**Payment No: 014649**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BUCKLES-SMITH	00460681	3178122-00	PN# BRAM21187C342	Electric Utility	159.03
01/09/2020	BUCKLES-SMITH	00460681	3178122-00	PN# BRAM21125C342	Electric Utility	99.80
01/09/2020	BUCKLES-SMITH	00460683	3176554-01	PN# ADE1N0500NPN CROUSE HINDS	Electric Utility	82.48
01/09/2020	BUCKLES-SMITH	00460686	3178074-00	PN#TNB2520, PN#TNB2521	Electric Utility	225.61

01/09/2020	BUCKLES-SMITH	00460686	3178074-00	PN# BRI101S UL CONDUIT LOCKNUT	Electric Utility	2.87
01/09/2020	BUCKLES-SMITH	00460687	3177770-00	PN# ALB1492WFB24 FUSE BLOCK	Electric Utility	270.76
01/09/2020	BUCKLES-SMITH	00460687	3177770-00	5X20MM FUSES	Electric Utility	21.91
01/09/2020	BUCKLES-SMITH	00460687	3177770-00	PN# ALB149EAJ3S ANCHOR SCREW	Electric Utility	25.72
				Total for Payment No.:		888.18

**Payment No: 014650**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BUCKLES-SMITH	00460807	3177407-00	PN# TNB842TB CHASE NIPPLE	Electric Utility	11.92
01/09/2020	BUCKLES-SMITH	00460807	3177407-00	PN# TNB3210 THERMO BUSHING	Electric Utility	3.47
01/09/2020	BUCKLES-SMITH	00460936	3174636-00	CH ELECTRICAL	General Fund	26.04
01/09/2020	BUCKLES-SMITH	00460937	3174636-01	CH ELECTICAL	General Fund	208.76
01/09/2020	BUCKLES-SMITH	00461384	3177109-02	PN# ALB1756PB50 - 1756-PB50 CO	Electric Utility	1,117.80
01/09/2020	BUCKLES-SMITH	00461384	3177109-02	PN# ALB1585JM8TBJM0M3 - 1585J-	Electric Utility	148.37
01/09/2020	BUCKLES-SMITH	00461385	3177109-01	PN# PANIABDIN4 - IABDIN4 DIN R	Electric Utility	217.69
01/09/2020	BUCKLES-SMITH	00461386	3177109-03	PN# ALB1756DHRIO - 1756-DHRIO	Electric Utility	2,732.61
01/09/2020	BUCKLES-SMITH	00461387	3177109-04	PN# ALB1783BMS06SGA - 1783-BMS	Electric Utility	3,135.97
				Total for Payment No.:		7,602.63

**Payment No: 014651**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CA DEPT OF JUSTICE	00460818	421453	LIVESCAN - R, AN, V - NOVEMBER	General Fund	896.00
01/09/2020	CA DEPT OF JUSTICE	00460818	421453	LIVESCAN - P&R VOLUNTEERS	General Fund	384.00
				Total for Payment No.:		1,280.00

**Payment No: 014652**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CAL MOTO	00461524	5123298	PARTS- V#3503	Fleet Operation Fund	1,282.68
				Total for Payment No.:		1,282.68

**Payment No: 014653**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CALTROL	00461382	CD99091762	PN# 11290608 - PENBERTHY GLS B	Electric Utility	5,140.20
				Total for Payment No.:		5,140.20

**Payment No: 014654**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CARPENTER RIGGING & SUPPLY	00460787	713658-00	ROUND SLING RED	Electric Utility	287.12
				Total for Payment No.:		287.12

**Payment No: 014655**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CINTAS CORP #630	00460359	630772049	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460360	630772046	UNIFORM ADVANTAGE	General Fund	35.00
01/09/2020	CINTAS CORP #630	00460361	630775009	UNIFORM ADVANTAGE	General Fund	67.54
01/09/2020	CINTAS CORP #630	00460362	630775010	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460363	630764961	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460365	630764951	NEUTRAL FLR CLNR	General Fund	36.48
01/09/2020	CINTAS CORP #630	00460367	630779118	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460368	630779105	NEUTRAL FLR CLNR	General Fund	35.00
01/09/2020	CINTAS CORP #630	00460369	630772063	NEUTRAL FLR CLNR	General Fund	36.48
01/09/2020	CINTAS CORP #630	00460370	630772064	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460371	630785446	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460375	630785444	UNIFORM ADVANTAGE	General Fund	35.00
01/09/2020	CINTAS CORP #630	00460376	630772048	UNIFORM ADVANTAGE	General Fund	404.27
01/09/2020	CINTAS CORP #630	00460376	630772048	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00460378	630779116	UNIFORM ADVANTAGE	General Fund	404.27
01/09/2020	CINTAS CORP #630	00460378	630779116	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00460381	630785445	UNIFORM ADVANTAGE	General Fund	407.80

01/09/2020	CINTAS CORP #630	00460381	630785445	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00460939	630796880	UNIFORMS	General Fund	93.44
01/09/2020	CINTAS CORP #630	00460940	630741767	UNIFORMS	General Fund	64.87
01/09/2020	CINTAS CORP #630	00460941	630793914	UNIFORM	General Fund	109.61
01/09/2020	CINTAS CORP #630	00460945	630761551	UNIFORM SERVICES	General Fund	96.78
01/09/2020	CINTAS CORP #630	00460947	630769071	UNIFORM SERVICES	General Fund	96.78
01/09/2020	CINTAS CORP #630	00460949	630782861	UNIFORM SERVICES	General Fund	96.78
01/09/2020	CINTAS CORP #630	00460991	630779127	Cleaning	General Fund	36.47
01/09/2020	CINTAS CORP #630	00460992	630779126	Cleaning	General Fund	36.48
01/09/2020	CINTAS CORP #630	00461000	630785461	cleaners	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461001	630785459	cleaner	General Fund	36.48
01/09/2020	CINTAS CORP #630	00461049	630787835	UNIFORM ADVANTAGE	General Fund	67.54
01/09/2020	CINTAS CORP #630	00461055	630790926	EMPLEM DE64C9	General Fund	555.31
01/09/2020	CINTAS CORP #630	00461056	630790924	RR1 DIS/RR CLNR	General Fund	1,748.89
01/09/2020	CINTAS CORP #630	00461057	630790932	FC4 NEUTRAL FLR CLNR	General Fund	36.48
01/09/2020	CINTAS CORP #630	00461058	630790933	FC4 NEUTRAL FLR CNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461059	630790921	UNIFORM ADVANTAGE	General Fund	490.13
01/09/2020	CINTAS CORP #630	00461059	630790921	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00461062	630790922	FC4 NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461064	630790918	UNIFORM	General Fund	35.00
01/09/2020	CINTAS CORP #630	00461066	630796278	FC4 NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461067	630796277	UNIFORM ADVANTAGE	General Fund	404.80
01/09/2020	CINTAS CORP #630	00461067	630796277	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00461070	630796268	JENNIFER S	General Fund	54.57
01/09/2020	CINTAS CORP #630	00461071	630734847	fc4 neutral flr clnr	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461072	630740979	fc4 neutral flr clnr	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461073	630768157	fc4 neutral flr clnr	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461074	630782050	fc4 neutral flr clnr	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461075	630787838	fc4 neutral flr clnr	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461076	630734842	UNIFORM ADVANTAGE	General Fund	67.54

01/09/2020	CINTAS CORP #630	00461077	630740978	fc4 neutral flr clnr	General Fund	67.54
01/09/2020	CINTAS CORP #630	00461078	630768153	uniform advantage	General Fund	67.54
01/09/2020	CINTAS CORP #630	00461079	630782049	UNIFORM ADVANTAGE	General Fund	67.54
01/09/2020	CINTAS CORP #630	00461083	630591215COR	uniform advantage	General Fund	35.00
01/09/2020	CINTAS CORP #630	00461084	630796275	uniform advantage	General Fund	35.00
01/09/2020	CINTAS CORP #630	00461312	630793185	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461313	630796289	NEUTRAL FLR CLNR	General Fund	36.48
01/09/2020	CINTAS CORP #630	00461314	630796291	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461315	630801605	NEUTRAL FLR CLNR	General Fund	36.47
01/09/2020	CINTAS CORP #630	00461316	630801593	RT 15	General Fund	414.33
01/09/2020	CINTAS CORP #630	00461317	630801601	UNIFORM ADVANTAGE	General Fund	35.00
01/09/2020	CINTAS CORP #630	00461318	630793183	UNIFORM ADVANTAGE	General Fund	67.54
01/09/2020	CINTAS CORP #630	00461322	630801602	UNIFORM ADVANTAGE	General Fund	409.30
01/09/2020	CINTAS CORP #630	00461322	630801602	SANIS SCENT CLIP	General Fund	4.44
01/09/2020	CINTAS CORP #630	00461324	630795795	STREET UNIFORMS	General Fund	344.80
01/09/2020	CINTAS CORP #630	00461324	630795795	FLEET UNIFORMS	Fleet Operation Fund	138.54
01/09/2020	CINTAS CORP #630	00461324	630795795	SAFEWASHER SVC	General Fund	15.24
01/09/2020	CINTAS CORP #630	00461324	630795795	SAFEWASHER SVC	Fleet Operation Fund	15.25
01/09/2020	CINTAS CORP #630	00461325	630801057	STREET UNIFORMS	General Fund	340.30
01/09/2020	CINTAS CORP #630	00461325	630801057	FLEET UNIFORMS	Fleet Operation Fund	138.54
01/09/2020	CINTAS CORP #630	00461325	630801057	SAFEWASHER SVC	General Fund	15.24
01/09/2020	CINTAS CORP #630	00461325	630801057	SAFEWASHER SVC	Fleet Operation Fund	15.25
				Total for Payment No.:		8,531.32

**Payment No: 014656**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CINTAS FIRE PROTECTION #F44	00460864	0F44717866	FIRE EXT SERV TASMAN GAR NOTAX	General Fund	1,086.48
01/09/2020	CINTAS FIRE PROTECTION #F44	00460864	0F44717866	FIRE EXT SERV TASMAN GAR TAX	General Fund	574.21
				Total for Payment No.:		1,660.69

**Payment No: 014657**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CLUB CARE INC	00460783	103274	DECEMBER FITNESS MAINTENANCE	General Fund	475.00
				Total for Payment No.:		475.00

**Payment No: 014658**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COAST COUNTIES TRUCK	00461527	0192344P	PARTS- V#3255	Fleet Operation Fund	483.56
01/09/2020	COAST COUNTIES TRUCK	00461535	0192966P	PARTS- V#3255	Fleet Operation Fund	418.63
01/09/2020	COAST COUNTIES TRUCK	00461543	0192842P	PARTS- STOCK	Fleet Operation Fund	88.11
				Total for Payment No.:		990.30

**Payment No: 014659**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	CH 1500 WARBURTON AVE	Information Technology Service	161.68
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	IT 1405 CIVIC CNTR DR	Information Technology Service	56.06
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	PD 1990 WALSH AVE	General Fund	148.35
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	FIRE 1177 ALVISO ST	General Fund	39.57
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	FIRE 1177 ALVISO ST	General Fund	34.08
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	PD 601 EL CAMINO REAL	General Fund	177.05
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	PD 3992 RIVERMARK PLZ	General Fund	34.78
01/09/2020	COMCAST	00461509	11/23/19AC81554006501822 13	SR CNTR 1303 FREMONT ST	General Fund	61.64
				Total for Payment No.:		713.21

**Payment No: 014660**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COUNTY OF SANTA CLARA	00461052	1800070673	Transport Non NFL 12/06/19	General Fund	2,911.93
				Total for Payment No.:		2,911.93

**Payment No: 014661**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COUNTY OF SANTA CLARA	00461053	1800070727	Transport NFL Game 12/15/19	General Fund	5,407.87
				Total for Payment No.:		5,407.87

**Payment No: 014662**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COUNTY OF SANTA CLARA	00461117	1800070344	LIVE SCAN - OCTOBER	General Fund	528.00
01/09/2020	COUNTY OF SANTA CLARA	00461117	1800070344	LIVE SCAN P&R - OCTOBER	General Fund	40.00
				Total for Payment No.:		568.00

**Payment No: 014663**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DALEO INC	00460693	SV852-01	2004D AERIAL FIBER MASTER CONT	Electric Utility Construction	107,916.91
				Total for Payment No.:		107,916.91

**Payment No: 014664**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DAVID J POWERS & ASSOC	00461580	24567	FINDINGS MEMO	General Fund	13.13
01/09/2020	DAVID J POWERS & ASSOC	00461580	24567	CONTINGENCY	General Fund	450.00
01/09/2020	DAVID J POWERS & ASSOC	00461580	24567	CHANGE ORDER: ADDITIONAL FUNDS	General Fund	1,290.00
				Total for Payment No.:		1,753.13

**Payment No: 014665**



Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DICK BROWN'S TECHNICAL SERVICE	00460857	48109	INSTRUMENT TECH1 12/3/19	Electric Utility	285.00
01/09/2020	DICK BROWN'S TECHNICAL SERVICE	00460857	48109	1 TON TRUCK 12/3/19	Electric Utility	95.00
				Total for Payment No.:		380.00

**Payment No: 014666**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DIESEL DIRECT WEST	00461545	83388870	DIESEL- FIRE ST. #1 TANK #62	Fleet Operation Fund	3,550.83
01/09/2020	DIESEL DIRECT WEST	00461546	83388871	DIESEL- FIRE ST. #7 TANK #66	Fleet Operation Fund	709.96
01/09/2020	DIESEL DIRECT WEST	00461547	83388872	DIESEL- FIRE ST. #8 TANK #67	Fleet Operation Fund	276.80
01/09/2020	DIESEL DIRECT WEST	00461548	83388873	DIESEL- FIRE ST. #9 TANK #68	Fleet Operation Fund	996.52
01/09/2020	DIESEL DIRECT WEST	00461549	83388874	DIESEL- FIRE ST. #10 TANK #69	Fleet Operation Fund	770.34
				Total for Payment No.:		6,304.45

**Payment No: 014667**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DUNCAN WEINBERG GENZER &	00461008	31340 PJS	LEGAL SERVICES OCT19	Electric Utility	86,463.99
01/09/2020	DUNCAN WEINBERG GENZER &	00461008	31340 PJS	LEGAL SVC BUCKS CREEK OCT19	Electric Utility Construction	2,634.00
01/09/2020	DUNCAN WEINBERG GENZER &	00461008	31340 PJS	LEGAL SVC BUCK CRK CEQA OCT19	Electric Utility Construction	380.00
				Total for Payment No.:		89,477.99

**Payment No: 014668**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EBSCO INFORMATION SERVICES	00460836	2001048	1241 AD PR	General Fund	4.74
				Total for Payment No.:		4.74

**Payment No: 014669**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	ECONOMIC & PLANNING SYSTEMS, INC.	00461574	181136-12	DEVELOPMENT IMPACT FEE STUDY	General Fund	2,415.00
01/09/2020	ECONOMIC & PLANNING SYSTEMS, INC.	00461574	181136-12	Amendment No. 2 ? Development	General Fund	2,135.00
				Total for Payment No.:		4,550.00

**Payment No: 014670**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ELECTRICAL CONSULTANTS INC	00460924	84420	TRANSMISSION ENG. SRVCS SEP19	Electric Utility Construction	3,529.00
01/09/2020	ELECTRICAL CONSULTANTS INC	00460925	84772	TRANSMISSION ENG. SRVCS OCT19	Electric Utility Construction	1,500.00
				Total for Payment No.:		5,029.00

**Payment No: 014671**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ELSTER SOLUTIONS LLC	00461112	1800004951	2020 SMA 1/1/20-12/31/20	Electric Utility Construction	35,932.00
				Total for Payment No.:		35,932.00

**Payment No: 014672**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EMPLOYMENT SCREENING RESOURCES	00461114	200849	ONE EXEC, FIVE NERC, THREE REG	General Fund	438.00
				Total for Payment No.:		438.00

**Payment No: 014673**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ETHOSENERGY	00460804	IN68917	JRNYMAN ST 48HRS DVR NOV19	Electric Utility	6,048.00
01/09/2020	ETHOSENERGY	00460804	IN68917	JRNYMAN OT 12HRS DVR NOV19	Electric Utility	1,980.00
01/09/2020	ETHOSENERGY	00460804	IN68917	APPRENT3 ST 16HRS DVR NOV19	Electric Utility	1,408.00
01/09/2020	ETHOSENERGY	00460804	IN68917	APPRENT3 OT 4HRS DVR NOV19	Electric Utility	460.00
01/09/2020	ETHOSENERGY	00460804	IN68917	PER DIEM DVR NOV19	Electric Utility	1,000.00

Total for Payment No.: 10,896.00

**Payment No: 014674**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	BRIEF RELIEF LIQUID WASTE BAGS	Electric Utility	214.42
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	BUCKINGHAM MAGNETIC GAFF GUARD	Electric Utility	10.24
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	UNIVERSAL GAFF GUARD	Electric Utility	32.32
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	FAIT FIELD AIR INSPECTION TOOL	Electric Utility	19.18
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	KLEIN DUAL LASER THERMOMETER	Electric Utility	176.71
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460866	295626	SHIPPING	Electric Utility	17.00
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460867	290536	FLEXIBLE INS WRENCH 6'3"	Electric Utility	420.23
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460867	290536	SHIPPING	Electric Utility	18.77
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460868	295657	BLANKET CANISTER W/ HANDLE	Electric Utility	339.09
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460868	295657	SHIPPING	Electric Utility	25.91
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460869	295840	BUCKGUARD RETRACTBL GAFF GUARD	Electric Utility	46.22
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460869	295840	KLEIN FOLDING KNIFE	Electric Utility	53.77
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460869	295840	MAGNETIC GAFF GUARDS	Electric Utility	10.24
01/09/2020	FARWEST LINE SPECIALTIES LLC	00460869	295840	SHIPPING	Electric Utility	9.46
Total for Payment No.:						1,393.56

**Payment No: 014675**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FIRST SECURITY SERVICES	00461579	IN-0026289	SECURITY GUARD SERVICES	General Fund	6,273.82
01/09/2020	FIRST SECURITY SERVICES	00461811	IN-0027217	SECURITY SERVICES (1 YEAR, \$91	SCG&TC	910.00
Total for Payment No.:						7,183.82

**Payment No: 014676**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GALE/CENGAGE LEARNING	00460820	69047168	1241 AD BK	General Fund	685.50

01/09/2020	GALE/CENGAGE LEARNING	00461151	69066086	1241 AD BK	General Fund	71.10
Total for Payment No.:						756.60

**Payment No: 014677**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GARDENLAND POWER EQUIPMENT	00461096	734106	HOSE	General Fund	95.92
01/09/2020	GARDENLAND POWER EQUIPMENT	00461171	735098	HOSE	General Fund	100.18
Total for Payment No.:						196.10

**Payment No: 014678**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GATES & ASSOC	00461526	52561	GATES&ASSOCIATES-HOMERDIGE PLA	Parks And Recreation	2,589.25
01/09/2020	GATES & ASSOC	00461526	52561	RETENTION	Parks And Recreation	-129.46
Total for Payment No.:						2,459.79

**Payment No: 014679**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	OC-48-JMUX UNIT WITHOUT SFP PA	Electric Utility Construction	24,521.08
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	2.488MB/S TRANSCEIVER, 1310NM,	Electric Utility Construction	3,503.01
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	CS SERVICE UNIT (E/W LEGACY IM	Electric Utility Construction	1,401.20
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	JIF-SHARE UNIT PART NUMBER B86	Electric Utility Construction	6,305.42
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	JIF-SHARE PADDLEBOARD PART NUM	Electric Utility Construction	840.72
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	DATA UNIT - L.S. RS-232 (=<38.	Electric Utility Construction	2,574.71
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	CDR UNIT (REFURBISHED) (90 DAY	Electric Utility Construction	2,101.81
01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	DATA-G703 UNIT (64KB/S) PART N	Electric Utility Construction	2,073.78

01/09/2020	GE GRID SOLUTIONS, LLC	00461427	1256043	DATA-NX64F UNIT (64-768K) PART	Electric Utility Construction	3,222.77
Total for Payment No.:						46,544.50

**Payment No: 014680**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GOLDER ASSOCIATES	00461327	567135	PROFESSIONAL SERVICES	Deposit Funds.	31,809.75
01/09/2020	GOLDER ASSOCIATES	00461327	567135	PROFESSIONAL SERVICES	Solid Waste Utility-Constructi	22,936.65
Total for Payment No.:						54,746.40

**Payment No: 014681**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRAINGER	00461029	9375920478	Hand tally counter	General Fund	46.09
Total for Payment No.:						46.09

**Payment No: 014682**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRAINGER-SAN JOSE	00459091	9339314370	PIN PUNCH STEEL	General Fund	43.37
01/09/2020	GRAINGER-SAN JOSE	00459092	9330953531	EDGER BLADE	General Fund	244.16
01/09/2020	GRAINGER-SAN JOSE	00459093	9338874499	PIN PUNCH	General Fund	7.23
01/09/2020	GRAINGER-SAN JOSE	00459094	9337464607	DISPOSABLE RESPIRATOR	General Fund	355.44
01/09/2020	GRAINGER-SAN JOSE	00459095	9338899504	PRE-MOISTENED CLEAN	General Fund	171.51
01/09/2020	GRAINGER-SAN JOSE	00459096	9330848053	V-BELT	General Fund	278.00
01/09/2020	GRAINGER-SAN JOSE	00460421	9356804964	CHARGER	General Fund	589.64
01/09/2020	GRAINGER-SAN JOSE	00460422	9349255969	GLOVES	General Fund	647.32
01/09/2020	GRAINGER-SAN JOSE	00460842	9384648516	DUCT TAPE	General Fund	35.54
01/09/2020	GRAINGER-SAN JOSE	00460874	9355685265	DISENFECTING WIPES	Sewer Utility	166.12
01/09/2020	GRAINGER-SAN JOSE	00460875	9362849771	SAFETY GLASSES	Electric Utility	36.50
01/09/2020	GRAINGER-SAN JOSE	00460876	9367615698	DIGGING BAR	Water Utility	45.09

01/09/2020	GRAINGER-SAN JOSE	00460878	9367804136	SAFETY GLASSES CLEAR	Water Utility	98.62
01/09/2020	GRAINGER-SAN JOSE	00460879	9373079194	MECHANICAL CONN LUG	Electric Utility	116.42
01/09/2020	GRAINGER-SAN JOSE	00460894	9385135869	FIRE LINE TAPE	General Fund	108.62
01/09/2020	GRAINGER-SAN JOSE	00460998	9371118390	Supplies	General Fund	197.62
01/09/2020	GRAINGER-SAN JOSE	00461092	9372424334	HOSE CLAMP	General Fund	94.99
01/09/2020	GRAINGER-SAN JOSE	00461180	9382041565	ANTISEPTIC WIPES	General Fund	736.07
01/09/2020	GRAINGER-SAN JOSE	00461614	9387981872	SEALANT, ADHESIVE, WHITE, 10.3	Electric Utility	293.91
01/09/2020	GRAINGER-SAN JOSE	00461629	9354544570	PARTS- V#3499	Fleet Operation Fund	838.37
01/09/2020	GRAINGER-SAN JOSE	00461630	9367438554	PARTS- V#3440	Fleet Operation Fund	838.37
01/09/2020	GRAINGER-SAN JOSE	00461631	9372268335	PARTS- V#3256	Fleet Operation Fund	644.49
01/09/2020	GRAINGER-SAN JOSE	00461632	9375931525	PARTS- SHOP USE	Fleet Operation Fund	38.23
				Total for Payment No.:		6,625.63

**Payment No: 014683**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRANITE ROCK CO #29145	00461521	1211113	SAND	Water Utility Construction	405.67
01/09/2020	GRANITE ROCK CO #29145	00461521	1211113	SAND	Water Utility	304.25
01/09/2020	GRANITE ROCK CO #29145	00461521	1211113	SAND	Electric Utility Construction	1,014.19
01/09/2020	GRANITE ROCK CO #29145	00461521	1211113	SAND	Water Utility	202.84
01/09/2020	GRANITE ROCK CO #29145	00461521	1211113	SAND	Sewer Utility	101.41
				Total for Payment No.:		2,028.36

**Payment No: 014684**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRID SUBJECT MATTER EXPERTS, LLC	00461009	6191	ONGOING CIP ACTIVITIES NOV19	Electric Utility	2,310.00
				Total for Payment No.:		2,310.00

**Payment No: 014685**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HARRIS COMPUTER SYSTEMS	00461146	CT044265	EIP INTEGRATION - 50% DEPOSIT	General Government - Other	7,500.00
01/09/2020	HARRIS COMPUTER SYSTEMS	00461683	CT044651	NORTHSTAR 6.4 UPDATE 18	General Government - Other	2,388.75
				Total for Payment No.:		9,888.75

**Payment No: 014686**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HART HIGH VOLTAGE CO INC	00460611	111924	INSPECT TRANSFORMER H BUSHING	Electric Utility	3,480.00
01/09/2020	HART HIGH VOLTAGE CO INC	00460853	081905	LABOR/EQUIP DVR MAJ OUT NOV19	Electric Utility	79,555.04
01/09/2020	HART HIGH VOLTAGE CO INC	00460853	081905	MATERIALS TAXABLE	Electric Utility	3,038.06
				Total for Payment No.:		86,073.10

**Payment No: 014687**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HI-TECH EMERGENCY VEHICLE SERVICE INC	00461635	165980	PARTS- STOCK	Fleet Operation Fund	319.31
01/09/2020	HI-TECH EMERGENCY VEHICLE SERVICE INC	00461636	166002	PARTS- V#3464	Fleet Operation Fund	199.28
01/09/2020	HI-TECH EMERGENCY VEHICLE SERVICE INC	00461637	166027	PARTS- V#3435	Fleet Operation Fund	452.71
01/09/2020	HI-TECH EMERGENCY VEHICLE SERVICE INC	00461638	166030	PARTS- V#3435	Fleet Operation Fund	153.35
				Total for Payment No.:		1,124.65

**Payment No: 014688**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	IMAGE SALES INC	00460814	0066836-IN	Shipping for Card Printr Items	General Fund	17.38
01/09/2020	IMAGE SALES INC	00460815	0066916-IN	CARD PRINTER RIBBON & CARDS	General Fund	226.34
				Total for Payment No.:		243.72

**Payment No: 014689**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	IMAGE X, INC	00460965	221000	Business Cards	General Fund	305.20
01/09/2020	IMAGE X, INC	00460966	221009	Business Cards	General Fund	70.85
01/09/2020	IMAGE X, INC	00461142	221301	1,000 CSC HR ENVELOPES	General Fund	174.40
				Total for Payment No.:		550.45

**Payment No: 014690**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459105	3949269-00	FTGS	General Fund	159.89
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459106	3953955-00	FTGS80	General Fund	1,008.94
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459135	3954459-00	REDIMAX	General Fund	4.54
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459137	3948303-00	TOOLCORO MULTI-PURPOSE	General Fund	172.86
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459138	3939605-00	RAINBIRD	General Fund	199.91
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459139	3917025-00	LENOX PVC/ABS	General Fund	56.90
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459143	3906078-00	MARKING PRPLE VALVE BOX	General Fund	160.99
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459144	3926377-00	PRTGRIS	General Fund	360.77
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00459145	3929503-00	RAINBIRD	General Fund	12.69
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460426	3974483-00	COUPLING GALVANIZED	General Fund	11.57
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460427	3974305-00	HUNTER 1"	General Fund	74.62
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460428	3971990-00	RAINBIRD ROTOR	General Fund	92.79
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460429	3968979-00	GLUE PURPLE	General Fund	136.52
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460430	3961889-00	COUPLING GALVANIZED	General Fund	63.05
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460432	3963018-00	PRTRB SOLENOID	General Fund	242.81
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460433	3966726-00	RAINBIRD FLOOD	General Fund	76.72
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460434	3966897-00	RAINBIRD ROTOR	General Fund	224.42
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460959	3891949-00	RAINBIRD ROTOR	General Fund	278.37
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460981	3975546-00	Marking Maxi Purple	General Fund	263.90
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460982	3979391-00	Water breaker	General Fund	225.34



01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460984	3982934-00	control valve	General Fund	233.49
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00460987	3984506-00	hosing	General Fund	342.49
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461176	3991398-00	PIPESW 3/4"	General Fund	41.58
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461177	3985094-00	STAPLE	General Fund	182.24
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461178	3987676-00	GLUE GREY LOW	General Fund	24.06
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461179	3987713-00	FORD FSC CLAMP	General Fund	128.30
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461328	3990574-00	LANDSCAPING SUPPLIES	General Fund	63.05
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461329	3995851-00	LANDSCAPING SUPPLIES	General Fund	201.00
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461330	4003272-00	LANDSCAPING SUPPLIES	General Fund	166.86
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461425	3994717-00	STAPLE	General Fund	51.89
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461426	3998263-00	PIPESW	General Fund	91.14
01/09/2020	IMPERIAL SPRINKLER SUPPLY INC	00461429	4002440-00	RISER EXT	General Fund	137.98
				Total for Payment No.:		5,491.68

**Payment No: 014691**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	INFOSEND INC	00460950	161916	BILL PRINT & MAIL	General Fund	21,184.51
01/09/2020	INFOSEND INC	00460950	161916	CMO - MISSION CITY SCENES-SEP	General Fund	49.62
01/09/2020	INFOSEND INC	00460950	161916	ELECTRIC - SEPTEMBER INSERT	Elec OperatingGrant Trust Fund	47.60
01/09/2020	INFOSEND INC	00460950	161916	CMO - MISSION CITY SCENES-OCT	General Fund	1,503.97
01/09/2020	INFOSEND INC	00460950	161916	ELECTRIC - OCTOBER INSERT	Electric Utility	1,804.55
01/09/2020	INFOSEND INC	00460950	161916	TAXABLE	General Fund	6,847.62
01/09/2020	INFOSEND INC	00460955	163385	TAX & LICENSE MAILING SERVICES	General Fund	866.59
01/09/2020	INFOSEND INC	00460955	163385	TAXABLE	General Fund	181.99
01/09/2020	INFOSEND INC	00460958	163384	BILL PRINT & MAIL	General Fund	16,783.13
01/09/2020	INFOSEND INC	00460958	163384	CMO - MISSION CITY SCENES-OCT	General Fund	0.05
01/09/2020	INFOSEND INC	00460958	163384	ELECTRIC - OCTOBER INSERT	Electric Utility	0.04
01/09/2020	INFOSEND INC	00460958	163384	CMO - MISSION CITY SCENES-NOV	General Fund	1,505.81
01/09/2020	INFOSEND INC	00460958	163384	ELECTRIC - NOVEMBER INSERT	Elec OperatingGrant	1,806.50

					Trust Fund	
01/09/2020	INFOSEND INC	00460958	163384	TAXABLE	General Fund	6,552.59
Total for Payment No.:						59,134.57

**Payment No: 014692**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	INGRAM LIBRARY SERVICES INC	00461152	43141861	1241 AD BK	General Fund	1,165.87
01/09/2020	INGRAM LIBRARY SERVICES INC	00461152	43141861	1231 Juv BK	General Fund	436.44
01/09/2020	INGRAM LIBRARY SERVICES INC	00461152	43141861	1232 YA BK	General Fund	71.33
01/09/2020	INGRAM LIBRARY SERVICES INC	00461152	43141861	1233 Juv BK	General Fund	237.29
01/09/2020	INGRAM LIBRARY SERVICES INC	00461152	43141861	1236 Juv BK	General Fund	533.91
01/09/2020	INGRAM LIBRARY SERVICES INC	00461154	43141879	1235 AD/YA/Juv BK	General Fund	1,767.00
01/09/2020	INGRAM LIBRARY SERVICES INC	00461687	43252384	1241 AD BK	General Fund	1,892.90
01/09/2020	INGRAM LIBRARY SERVICES INC	00461687	43252384	1231 Juv BK	General Fund	1,258.68
01/09/2020	INGRAM LIBRARY SERVICES INC	00461687	43252384	1233 Juv BK	General Fund	40.00
01/09/2020	INGRAM LIBRARY SERVICES INC	00461687	43252384	1236 Juv BK	General Fund	62.35
01/09/2020	INGRAM LIBRARY SERVICES INC	00461688	43252402	1235 AD/YA/Juv BK	General Fund	446.25
Total for Payment No.:						7,912.02

**Payment No: 014693**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JAVELCO EQUIPMENT SVC INC	00460886	56410	HOSE, BAND CLAMP, FITTING	Sewer Utility	106.93
01/09/2020	JAVELCO EQUIPMENT SVC INC	00460886	56410	LABOR	Sewer Utility	29.44
Total for Payment No.:						136.37

**Payment No: 014694**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JMB CONSTRUCTION, INC.	00461689	902.110.20.10.10	AGREEMENT FOR SANITARY SEWER C	Sewer Utility Construction	20,339.50

Total for Payment No.: 20,339.50

**Payment No: 014695**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JOHANNA JEAN MARCHEL	00460920	185	JANITORIAL 881 MARTIN JAN20	Electric Utility	2,735.40
01/09/2020	JOHANNA JEAN MARCHEL	00460920	185	JANITORIAL 881 MARTIN JAN20	Elec OperatingGrant Trust Fund	174.60
Total for Payment No.:						2,910.00

**Payment No: 014696**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JOHN SANCHEZ	00461027	3328DEC2019	FY 19-20 UNIT 5 BOOTS REIMBURS	Water Utility	163.89
Total for Payment No.:						163.89

**Payment No: 014697**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JP GRAPHICS INC	00460832	62031-03 CPV NOV-2019	PBI SOLAR PROD PYMT #59 NOV-19	Elec OperatingGrant Trust Fund	1,400.87
Total for Payment No.:						1,400.87

**Payment No: 014698**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KNORR SYSTEMS INC	00461431	SI218218	DIAPHRAGM	General Fund	2,854.40
01/09/2020	KNORR SYSTEMS INC	00461432	SI218210	ROUND TEST TUBES	General Fund	115.69
Total for Payment No.:						2,970.09

**Payment No: 014699**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KRISAMA JUESEEKUL	00461115	328998	NEW HIRE ORIENTATION 12.16.19	General Fund	15.00

01/09/2020	KRISAMA JUESEEKUL	00461116	328999	ORAL BOARD SR. CIVIL ENGINEER	General Fund	18.75
01/09/2020	KRISAMA JUESEEKUL	00461763	328915	COCOA IN THE CAFETERIA	General Fund	12.00
Total for Payment No.:						45.75

**Payment No: 014700**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LEE'S FORKLIFT SERVICE	00461640	20078	LABOR- V#2047 WO# 126102	Fleet Operation Fund	236.00
01/09/2020	LEE'S FORKLIFT SERVICE	00461659	20079	LABOR- V# 2927 WO# 126103	Fleet Operation Fund	236.00
01/09/2020	LEE'S FORKLIFT SERVICE	00461668	20080	LABOR- V#2471 WO# 126104	Fleet Operation Fund	236.00
01/09/2020	LEE'S FORKLIFT SERVICE	00461670	20081	LABOR- V# 2898 WO# 126105	Fleet Operation Fund	236.00
01/09/2020	LEE'S FORKLIFT SERVICE	00461679	20082	LABOR- V#3243 WO# 126108	Fleet Operation Fund	236.00
Total for Payment No.:						1,180.00

**Payment No: 014701**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LEHR AUTO ELECTRIC	00461708	SI37144	PARTS- V#3518	Vehicle Replacement Fund	1,234.88
01/09/2020	LEHR AUTO ELECTRIC	00461708	SI37144	PARTS- V#3511	Vehicle Replacement Fund	1,234.89
Total for Payment No.:						2,469.77

**Payment No: 014702**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LIL SLUGGERS SANTA CLARA, LLC	00461578	17888-18840	CONTRACTOR PAYMENT FOR CLASSE	General Fund	1,969.80
Total for Payment No.:						1,969.80

**Payment No: 014703**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LPA, INC.	00459927	91294	Credit for inv. 91295	Parks And Recreation	-7,179.79
01/09/2020	LPA, INC.	00459927	91294	Retainage	Parks And Recreation	717.98

01/09/2020	LPA, INC.	00460862	92924	Additional Services No. 1	Parks And Recreation	5,262.50
01/09/2020	LPA, INC.	00460862	92924	RETENTION	Parks And Recreation	-526.25
01/09/2020	LPA, INC.	00461787	74197	Balance Due	Parks And Recreation	12,050.96
01/09/2020	LPA, INC.	00461808	25346DEC2019	RETENTION RELEASE	Parks And Recreation	85,952.17
				Total for Payment No.:		96,277.57

**Payment No: 014704**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MBL & SONS, INC	00460821	63467-01 CPV NOV-2019	ST LAWRNC PBI PYMT #21 NOV-19	Elec OperatingGrant Trust Fund	1,733.41
01/09/2020	MBL & SONS, INC	00460822	75175-01 CPV NOV-2019	ST JUSTIN PBI PYMT #16 NOV-19	Elec OperatingGrant Trust Fund	595.51
				Total for Payment No.:		2,328.92

**Payment No: 014705**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	METROPOLITAN PLANNING GROUP	00461381	1001537	2200 CALLE DE LUNA	Deposit Funds.	193.75
				Total for Payment No.:		193.75

**Payment No: 014706**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MICHAEL BAKER INTERNATIONAL, INC.	00461600	1069725	PROFESSIONAL SERVICE 12.1.19	Deposit Funds.	6,037.50
				Total for Payment No.:		6,037.50

**Payment No: 014707**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MIDWEST TAPE LLC	00461130	98299816	1241 AD ABKS	General Fund	416.24
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1236 AD DVD'S	General Fund	83.32
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1236 Juv DVD'S	General Fund	83.32
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1241 AD MCD	General Fund	14.98

01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1241 AD DVD'S	General Fund	150.33
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1231 Juv DVD'S	General Fund	222.20
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1233 AD DVD'S	General Fund	49.03
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1235 AD DVD'S	General Fund	73.54
01/09/2020	MIDWEST TAPE LLC	00461131	98300564	1235 Juv DVD'S	General Fund	120.79
01/09/2020	MIDWEST TAPE LLC	00461132	98322145	1241 AD DVD'S	General Fund	82.24
01/09/2020	MIDWEST TAPE LLC	00461132	98322145	1233 AD DVD	General Fund	27.77
01/09/2020	MIDWEST TAPE LLC	00461132	98322145	1235 AD DVD'S	General Fund	244.22
01/09/2020	MIDWEST TAPE LLC	00461133	98330606	1241 AD ABKS	General Fund	277.87
01/09/2020	MIDWEST TAPE LLC	00461133	98330606	1231 Juv ABKS	General Fund	250.61
01/09/2020	MIDWEST TAPE LLC	00461133	98330606	1235 AD ABKS	General Fund	306.20
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1241 AD MCD'S	General Fund	62.85
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1241 AD DVD'S	General Fund	124.15
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1231 Juv DVD'S	General Fund	34.27
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1233 AD DVD'S	General Fund	52.29
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1235 AD MCD'S	General Fund	49.34
01/09/2020	MIDWEST TAPE LLC	00461134	98331823	1235 AD DVD'S	General Fund	52.29
01/09/2020	MIDWEST TAPE LLC	00461135	98355302	1241 AD DVD'S	General Fund	73.51
01/09/2020	MIDWEST TAPE LLC	00461135	98355302	1233 AD DVD	General Fund	8.15
01/09/2020	MIDWEST TAPE LLC	00461135	98355302	1235 AD MCD'S	General Fund	31.59
01/09/2020	MIDWEST TAPE LLC	00461135	98355302	1235 AD DVD'S	General Fund	176.13
01/09/2020	MIDWEST TAPE LLC	00461621	98362664	1236 BM DVD'S	General Fund	53.91
01/09/2020	MIDWEST TAPE LLC	00461621	98362664	1241 AD MCD	General Fund	18.25
01/09/2020	MIDWEST TAPE LLC	00461621	98362664	1241 AD DVD'S	General Fund	242.83
01/09/2020	MIDWEST TAPE LLC	00461621	98362664	1235 AD DVD'S	General Fund	81.64
01/09/2020	MIDWEST TAPE LLC	00461622	98363329	1241 AD ABKS	General Fund	261.50
				Total for Payment No.:		3,725.36

Payment No: 014708

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MISSION TRAIL WASTE SYSTEMS	00461331	0000435944	SVP- GARBAGE/RECYCLING DEC 19	Electric Utility	1,002.60
01/09/2020	MISSION TRAIL WASTE SYSTEMS	00461812	1839JAN2020	DEC 2019 COLLECTION SERVICE	Solid Waste Program	912,360.05
01/09/2020	MISSION TRAIL WASTE SYSTEMS	00461812	1839JAN2020	DEC 2019 COLLECTION SERVICE	Solid Waste Program	176,934.98
				Total for Payment No.:		1,090,297.63

**Payment No: 014709**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MSR PUBLIC POWER AGENCY	00460906	121119	BIG HORN 2 POWER NOV19	Electric Utility	442,770.43
				Total for Payment No.:		442,770.43

**Payment No: 014710**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MUNISERVICES LLC	00461461	INV06-007770	SUTA SRVCS 1ST QTR END 6-30-19	General Fund	65,587.56
				Total for Payment No.:		65,587.56

**Payment No: 014711**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NORTHERN SAFETY CO INC	00461332	903743487	STREET- JACKETS	General Fund	862.03
				Total for Payment No.:		862.03

**Payment No: 014712**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NORTHWEST CASCADE, INC.	00461093	0551239394	TOILET DELIVERY	General Fund	2,856.00
01/09/2020	NORTHWEST CASCADE, INC.	00461093	0551239394	TAXABLE	General Fund	539.55
01/09/2020	NORTHWEST CASCADE, INC.	00461094	0551273185	DRIVER WAS LATE	General Fund	-1,012.00
				Total for Payment No.:		2,383.55

**Payment No: 014713**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NVIDIA CORP	00460826	63037-04 CPV NOV-2019	PBI SOLAR PROD PYMT #33 NOV-19	Elec OperatingGrant Trust Fund	4,094.08
				Total for Payment No.:		4,094.08

**Payment No: 014714**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	OC JONES & SONS INC	00461753	70533R	AGREEMENT FOR REED ST-GRANT ST	Parks And Recreation	1,360,637.49
01/09/2020	OC JONES & SONS INC	00461753	70533R	10% CONTINGENCY.	Parks And Recreation	34,200.00
				Total for Payment No.:		1,394,837.49

**Payment No: 014715**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	OFF THE WALL SOCCER	00460825	63154-02 CPV NOV-2019	PBI SOLAR PROD PYMT #33 NOV-19	Elec OperatingGrant Trust Fund	889.50
				Total for Payment No.:		889.50

**Payment No: 014716**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ORACLE AMERICA INC	00461419	44808765	PEOPLESFT PROGRAM-RELATED SER	General Fund	2,821.62
01/09/2020	ORACLE AMERICA INC	00461571	44591160	ORACLE DATABASE ENTERPRISE EDI	Electric Utility	52,516.80
01/09/2020	ORACLE AMERICA INC	00461571	44591160	ORACLE DATABASE APPLIANCE PREM	Electric Utility	1,971.47
				Total for Payment No.:		57,309.89

**Payment No: 014717**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	OVERDRIVE INC	00460844	00910CO19242361	1241 AD EBK	General Fund	367.19
				Total for Payment No.:		367.19



**Payment No: 014718**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PAN ASIAN PUBLICATIONS (USA) INC	00461155	U-16295	1231 Juv BK	General Fund	94.69
				Total for Payment No.:		94.69

**Payment No: 014719**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PELICAN SIGN SERVICE INC	00461113	59493	NAME PLATE - MARCO MERCADO	General Fund	27.25
				Total for Payment No.:		27.25

**Payment No: 014720**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PENINSULA BUILDING MATERIALS	00460456	13769	OLYMPIA WHITE SAND	General Fund	501.40
01/09/2020	PENINSULA BUILDING MATERIALS	00460457	13807	OLYMPIA WHITE SAND	General Fund	508.98
01/09/2020	PENINSULA BUILDING MATERIALS	00460458	13724	OLYMPIA WHITE SAND	General Fund	250.70
01/09/2020	PENINSULA BUILDING MATERIALS	00460467	13979	OLYMPIA SAND	General Fund	250.70
01/09/2020	PENINSULA BUILDING MATERIALS	00460469	14292	REBAR	General Fund	108.73
01/09/2020	PENINSULA BUILDING MATERIALS	00460470	14284	YARDS CLASS	General Fund	166.77
01/09/2020	PENINSULA BUILDING MATERIALS	00460473	16398	YARDS DRAIN ROCK	General Fund	194.02
01/09/2020	PENINSULA BUILDING MATERIALS	00460474	17403	OLYMPIA SAND	General Fund	376.05
01/09/2020	PENINSULA BUILDING MATERIALS	00460877	14620	REBAR GRADE	General Fund	261.71
01/09/2020	PENINSULA BUILDING MATERIALS	00460978	18416	Sand	General Fund	501.40
				Total for Payment No.:		3,120.46

**Payment No: 014721**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PG&E	00460680	2937321050-8 DEC2019	COGEN GAS HEATERS NOV19	Electric Utility	166.95
				Total for Payment No.:		166.95

**Payment No: 014722**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PG&E	00461080	0541963339-0 NOV2019	TS @ CALVERT/CALVERT	General Fund	36.67
01/09/2020	PG&E	00461109	6738869084-3 DEC2019	GAS TRANSPORT DVR SEP19	Electric Utility	269,756.54
01/09/2020	PG&E	00461109	6738869084-3 DEC2019	GAS TRANSPORT DVR OCT19	Electric Utility	122,014.90
				Total for Payment No.:		391,808.11

**Payment No: 014723**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PLAN REVIEW CONSULTANTS INC	00461746	PRC2019-20	AMENDMENT NO 2. APPROVED 5/14/	General Fund	9,600.00
01/09/2020	PLAN REVIEW CONSULTANTS INC	00461747	PRC2019-21	AMENDMENT NO 2. APPROVED 5/14/	General Fund	3,804.67
				Total for Payment No.:		13,404.67

**Payment No: 014724**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PLANET FUTSAL INC	00461576	18300-18305	CONTRACT PAYMENT FOR CLASSES F	General Fund	4,303.67
01/09/2020	PLANET FUTSAL INC	00461581	15222DEC2019A	CONTRACT PAYMENT FOR CLASSES F	General Fund	140.00
				Total for Payment No.:		4,443.67

**Payment No: 014725**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRAXAIR DISTRIBUTION INC	00460477	93229881	INDUSTRIAL ACETYLENE	General Fund	167.12
				Total for Payment No.:		167.12

**Payment No: 014726**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PREEMINENT SOLUTIONS INC	00461007	4104	ASSESS IT ENVIRONMENT-MS 4	Electric Utility	15,000.00
				Total for Payment No.:		15,000.00

**Payment No: 014727**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	R & R INDUSTRIES INC	00461334	571760	STREET SUPPLIES- VESTS	General Fund	1,473.63
				Total for Payment No.:		1,473.63

**Payment No: 014728**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	REDWOOD CONSTRUCTN & EQUIP INC	00461482	21948DEC2019	BOWERS AND MACHADO PARKS PLAYG	Parks And Recreation	96,896.63
01/09/2020	REDWOOD CONSTRUCTN & EQUIP INC	00461482	21948DEC2019	10% CONTINGENCY.	Parks And Recreation	14,994.00
01/09/2020	REDWOOD CONSTRUCTN & EQUIP INC	00461482	21948DEC2019	RETENTION	Parks And Recreation	-5,594.53
01/09/2020	REDWOOD CONSTRUCTN & EQUIP INC	00461573	21948DEC2019A	10% CONTINGENCY.	Parks And Recreation	18,140.00
01/09/2020	REDWOOD CONSTRUCTN & EQUIP INC	00461573	21948DEC2019A	RETENTION	Parks And Recreation	-907.00
				Total for Payment No.:		123,529.10

**Payment No: 014729**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RENEE RAMSEY	00461507	17823-17824	CONTRACTOR PAYMENT FOR CLASSES	General Fund	907.50
				Total for Payment No.:		907.50

**Payment No: 014730**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RICOH CORP	00460770	9027858574	RICOH EQUIPMENT MONTHLY LEASE	Information Technology Service	16,553.05
01/09/2020	RICOH CORP	00460770	9027858574	STADIUM BRIEFING ROOM RICOH LE	General Fund	108.78
01/09/2020	RICOH CORP	00460770	9027858574	STADIUM MANAGERS OFFICE RICOH	S.C.Stadium Authority Ops	65.00
01/09/2020	RICOH CORP	00460770	9027858574	NON TAXABLE USAGE	Information Technology Service	23,570.09
				Total for Payment No.:		40,296.92

**Payment No: 014731**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RKS RESEARCH & CONSULTING	00460919	U4714	FINAL INSTALL PAY 2019 CUST SA	Electric Utility	9,250.00
				Total for Payment No.:		9,250.00

**Payment No: 014732**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROBERT BLANCHETTE	00460120	29807DEC2019	TOOL REIMBURSEMENT- FY19/20	Fleet Operation Fund	57.89
				Total for Payment No.:		57.89

**Payment No: 014733**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROYAL COACH TOURS	00460639	17729	POINSETTIAS TRIP 12/2/19	General Fund	1,570.00
01/09/2020	ROYAL COACH TOURS	00461104	17809	PIER 39 SF TRIP 12/10/19	General Fund	1,279.95
				Total for Payment No.:		2,849.95

**Payment No: 014734**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANDRA PACHECO	00461477	12434DEC2019A	COMP NETWK MTG SACTO 12/5/19	Electric Utility	146.36
01/09/2020	SANDRA PACHECO	00461603	12434DEC2019	REIMB-WECC FALL CONFERENCE	Electric Utility	162.81
				Total for Payment No.:		309.17

**Payment No: 014735**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTANA, DEANNA	00461409	30409DEC2019	AIRFARE-2020 NLC CONFERENCE	General Fund	1,099.20
				Total for Payment No.:		1,099.20

**Payment No: 014736**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SC FUELS	00461716	1558972-IN	OIL FOR SVP-DVR	Electric Utility	21,270.03
01/09/2020	SC FUELS	00461717	1560819-IN	OIL FOR SVP-DVR	Electric Utility	5,445.77
01/09/2020	SC FUELS	00461717	1560819-IN	DRUM DEPOSIT FEE	Electric Utility	20.00
				Total for Payment No.:		26,735.80

**Payment No: 014737**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SCOTT'S PPE RECON INC	00460852	35603	TURNOUT REPAIRS 11/2019 NONTAX	Fire Department	2,269.50
01/09/2020	SCOTT'S PPE RECON INC	00460852	35603	TURNOUT REPAIRS 11/2019 TAXABL	Fire Department	32.70
				Total for Payment No.:		2,302.20

**Payment No: 014738**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SEDGWICK CLAIMS MGMT SVCS INC	00461598	B1127707	WORKERS COMP 10.1.19-10.31.19	Workers Compensation	27,912.00
01/09/2020	SEDGWICK CLAIMS MGMT SVCS INC	00461599	B1128308	WORKERS COMP 11.1.19-11.30.19	Workers Compensation	31,407.00
				Total for Payment No.:		59,319.00

**Payment No: 014739**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHUMS CODA ASSOC	00461748	5043	AMENDMENT NO. 3 ADD FUNDS PER	General Fund	15,200.00
				Total for Payment No.:		15,200.00

**Payment No: 014740**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SMITHGROUP INC	00461010	0143470	DESIGN SVCS CIVIC CENTER PLAN	Electric Utility Construction	173,465.94
				Total for Payment No.:		173,465.94

**Payment No: 014741**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SPORTS, FITNESS & KARATE INC	00461508	17770-17789	CONTRACTOR PAYMENT FOR CLASSES	General Fund	3,624.97
				Total for Payment No.:		3,624.97

**Payment No: 014742**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STAPLES ADVANTAGE	00461282	8056658554-BLDGINSP	OFFICE SUPPLIES	General Fund	871.98
01/09/2020	STAPLES ADVANTAGE	00461283	8056658554-CITYATTY	OFFICE SUPPLIES	General Fund	148.55
01/09/2020	STAPLES ADVANTAGE	00461284	8056658554-ELECCH	OFFICE SUPPLIES	Electric Utility	111.35
01/09/2020	STAPLES ADVANTAGE	00461284	8056658554-ELECCH	OFFICE SUPPLIES	Electric Utility	111.36
01/09/2020	STAPLES ADVANTAGE	00461285	8056658554-ELECGEN	OFFICE SUPPLIES	General Fund	132.30
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	50.31
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	102.78
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	258.89
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	102.70
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	60.27
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	10.66
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	58.75
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	68.65
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	34.34
01/09/2020	STAPLES ADVANTAGE	00461286	8056658554-ELECRES	OFFICE SUPPLIES	Electric Utility	19.08
01/09/2020	STAPLES ADVANTAGE	00461287	8056658554-ELECYARD	OFFICE SUPPLIES	Electric Utility	22.61
01/09/2020	STAPLES ADVANTAGE	00461287	8056658554-ELECYARD	OFFICE SUPPLIES	Electric Utility	76.34
01/09/2020	STAPLES ADVANTAGE	00461287	8056658554-ELECYARD	OFFICE SUPPLIES	Electric Utility	131.54
01/09/2020	STAPLES ADVANTAGE	00461287	8056658554-ELECYARD	OFFICE SUPPLIES	Electric Utility	125.84
01/09/2020	STAPLES ADVANTAGE	00461287	8056658554-ELECYARD	OFFICE SUPPLIES	Electric Utility	262.69
01/09/2020	STAPLES ADVANTAGE	00461288	8056658554-ENG	OFFICE SUPPLIES	General Fund	62.45
01/09/2020	STAPLES ADVANTAGE	00461288	8056658554-ENG	OFFICE SUPPLIES	General Fund	62.47

01/09/2020	STAPLES ADVANTAGE	00461288	8056658554-ENG	OFFICE SUPPLIES	General Fund	42.97
01/09/2020	STAPLES ADVANTAGE	00461288	8056658554-ENG	OFFICE SUPPLIES	General Fund	62.48
01/09/2020	STAPLES ADVANTAGE	00461288	8056658554-ENG	OFFICE SUPPLIES	General Fund	62.48
01/09/2020	STAPLES ADVANTAGE	00461289	8056658554-FINANCE	OFFICE SUPPLIES	General Fund	205.58
01/09/2020	STAPLES ADVANTAGE	00461289	8056658554-FINANCE	OFFICE SUPPLIES	General Fund	30.18
01/09/2020	STAPLES ADVANTAGE	00461289	8056658554-FINANCE	OFFICE SUPPLIES	General Fund	19.79
01/09/2020	STAPLES ADVANTAGE	00461290	8056658554-FIRE	OFFICE SUPPLIES	General Fund	172.38
01/09/2020	STAPLES ADVANTAGE	00461291	8056658554-HCS	OFFICE SUPPLIES	General Fund	-63.09
01/09/2020	STAPLES ADVANTAGE	00461292	8056658554-HR	OFFICE SUPPLIES	General Fund	537.64
01/09/2020	STAPLES ADVANTAGE	00461293	8056658554-IT	OFFICE SUPPLIES	Information Technology Service	95.22
01/09/2020	STAPLES ADVANTAGE	00461294	8056658554-MAYOR	OFFICE SUPPLIES	General Fund	38.42
01/09/2020	STAPLES ADVANTAGE	00461295	8056658554-MUNISVC	OFFICE SUPPLIES	General Fund	313.07
01/09/2020	STAPLES ADVANTAGE	00461296	8056658554-PARKCH	OFFICE SUPPLIES	General Fund	96.51
01/09/2020	STAPLES ADVANTAGE	00461297	8056658554-PARK CRC	OFFICE SUPPLIES	General Fund	168.40
01/09/2020	STAPLES ADVANTAGE	00461298	8056658554-PARK TEEN	OFFICE SUPPLIES	General Fund	273.71
01/09/2020	STAPLES ADVANTAGE	00461299	8056658554-PLANNING	OFFICE SUPPLIES	General Fund	50.07
01/09/2020	STAPLES ADVANTAGE	00461299	8056658554-PLANNING	OFFICE SUPPLIES	General Fund	21.70
01/09/2020	STAPLES ADVANTAGE	00461299	8056658554-PLANNING	OFFICE SUPPLIES	General Fund	50.43
01/09/2020	STAPLES ADVANTAGE	00461300	8056658554-POLICEDET	OFFICE SUPPLIES	General Fund	81.05
01/09/2020	STAPLES ADVANTAGE	00461300	8056658554-POLICEDET	OFFICE SUPPLIES	General Fund	127.74
01/09/2020	STAPLES ADVANTAGE	00461300	8056658554-POLICEDET	OFFICE SUPPLIES	General Fund	114.08
01/09/2020	STAPLES ADVANTAGE	00461301	8056658554- POLICEPATROL	OFFICE SUPPLIES	General Fund	98.08
01/09/2020	STAPLES ADVANTAGE	00461302	8056658554- POLICESPECIAL	OFFICE SUPPLIES	General Fund	156.74
01/09/2020	STAPLES ADVANTAGE	00461303	8056658554-SRCTR	OFFICE SUPPLIES	General Fund	465.01
01/09/2020	STAPLES ADVANTAGE	00461304	8056658554-WATER	OFFICE SUPPLIES	Sewer Utility	116.14
01/09/2020	STAPLES ADVANTAGE	00461304	8056658554-WATER	OFFICE SUPPLIES	Water Utility	116.16
				Total for Payment No.:		6,338.85

**Payment No: 014743**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STEALTH COMPUTER	00461619	INV-20-35418	MODEL: SR-28302 RACK MOUNT PC	Electric Utility Construction	10,860.00
01/09/2020	STEALTH COMPUTER	00461619	INV-20-35418	SHIPPING	Electric Utility Construction	130.00
				Total for Payment No.:		10,990.00

**Payment No: 014744**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TAP INTERNATIONAL, INC	00461615	656	REMAINING BALANCE FROM 22380	Convention Center Enterprise F	16,121.00
				Total for Payment No.:		16,121.00

**Payment No: 014745**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TECHNOLOGY, ENGINEERING & CONSTRUCTION	00461336	198728	DRAIN VALVE- CORP YARD	Fleet Operation Fund	346.33
				Total for Payment No.:		346.33

**Payment No: 014746**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	THE GOODYEAR TIRE & RUBBER COMPANY	00461623	189-1102605	TIRES- V#3009	Fleet Operation Fund	263.91
01/09/2020	THE GOODYEAR TIRE & RUBBER COMPANY	00461624	189-1102621	TIRES- STOCK	Fleet Operation Fund	4,781.03
01/09/2020	THE GOODYEAR TIRE & RUBBER COMPANY	00461625	189-1102654	TIRES- STOCK	Fleet Operation Fund	1,268.02
01/09/2020	THE GOODYEAR TIRE & RUBBER COMPANY	00461626	189-1102676	TIRES- STOCK	Fleet Operation Fund	534.96
				Total for Payment No.:		6,847.92

**Payment No: 014747**



Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNITED REFRIGERATION INC	00460944	71472862-00	CHAMBERS REFRIGEMT	General Fund	464.31
01/09/2020	UNITED REFRIGERATION INC	00460946	71455091-00	SUPPLIES	General Fund	163.35
				Total for Payment No.:		627.66

**Payment No: 014748**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNITY COURIER SERVICES, INC	00460884	451374	COURIER SERVICE	General Fund	1,345.89
				Total for Payment No.:		1,345.89

**Payment No: 014749**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNIVERSAL SITE SERVICES	00461337	190030061	FRANKLIN SQUARE SWEEPING	Downtown Parking Maintenance D	2,067.00
				Total for Payment No.:		2,067.00

**Payment No: 014750**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	US BANK NATIONAL ASSOCIATION	00461129	EO&M000270120	CVP O&M FUNDING #3 FY2021	Electric Utility	281,572.00
				Total for Payment No.:		281,572.00

**Payment No: 014751**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460927	19710	PROP APPRAISAL 2365 LAFAYETTE	Electric Utility	2,500.00
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460928	19711	PROP APPRAISAL 2325 LAFAYETTE	Electric Utility	2,500.00
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460929	19712	PROP APPRAISAL 2311 LAFAYETTE	Electric Utility	2,500.00
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460930	19713	PROP APPRAISAL 2301 LAFAYETTE	Electric Utility	2,500.00
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460932	19714	PROP APPRAISAL 2435 LAFAYETTE	Electric Utility	2,500.00
01/09/2020	VALBRIDGE PROPERTY ADVISORS	00460934	19715	PROP APPRAISAL 2495 LAFAYETTE	Electric Utility	2,500.00

Total for Payment No.:	15,000.00
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**Payment No: 014752**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	VALENTINA GUZMAN RIDAD	00461567	24597DEC2019A	NWPPA WOMEN'S CONFERENCE	Electric Utility	833.15
Total for Payment No.:						833.15

**Payment No: 014753**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	VALLEY FAIR MALL, LLC	00460828	63832-01 CPV NOV-2019	PBI SOLAR PROD PYMT #23 NOV-19	Elec OperatingGrant Trust Fund	7,963.11
Total for Payment No.:						7,963.11

**Payment No: 014754**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WAXIE SANITARY SUPPLY	00460539	78711849	WAXIE CLEAN	General Fund	263.94
01/09/2020	WAXIE SANITARY SUPPLY	00460540	78712096	SCOTT HARD ROLL	General Fund	2,370.78
01/09/2020	WAXIE SANITARY SUPPLY	00460972	78659965	paper towels	General Fund	2,785.30
01/09/2020	WAXIE SANITARY SUPPLY	00460973	78661806	cleaning supplies	General Fund	290.34
Total for Payment No.:						5,710.36

**Payment No: 014755**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WESCO DISTRIBUTION	00460833	62602-01 CPV NOV-2019	PBI SOLAR PROD PYMT #24 NOV-19	Elec OperatingGrant Trust Fund	490.85
Total for Payment No.:						490.85

**Payment No: 014756**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	WESTERN RENEWABLE ENERGY	00461004	WR16553	DELIVERABILITY-NERC ETAG	Electric Utility	212.00
				Total for Payment No.:		212.00
				Overall Total		5,128,621.04



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/7/2020  
Run Time 10:15:54 AM

Sorted by Payment Number

**Payment No: 639328**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALBERT A JOHNSON	00461373	33287DEC2019A	Rain Gear Reimbursement FY 19-	General Fund	120.00
				Total for Payment No.:		120.00

**Payment No: 639329**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALEX CHUA	00461389	33400DEC2019	BLACK BUTTE SITE VISIT	Electric Utility	64.00
				Total for Payment No.:		64.00

**Payment No: 639330**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALEX PRICE	00461513	32132DEC2019	REIMB-STEAM TURBINE TESTING	Electric Utility Construction	1,593.41
				Total for Payment No.:		1,593.41

**Payment No: 639331**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ANGELA OBESO	00461157	33403DEC2019	2019 BOOT RMBRSMNT UNIT 4	General Fund	156.95
				Total for Payment No.:		156.95

**Payment No: 639332**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ANTHONY HARNISH	00461492	23079DEC2019	REIMB-FRONT LINE LEADERSHIP	Electric Utility	227.85

Total for Payment No.: 227.85

**Payment No: 639333**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CALIFORNIA BANK OF COMMERCE	00461690	24570DEC2019	ESCROW AGREEMENT/RETENTION FOR	Sewer Utility Construction	1,070.50
Total for Payment No.:						1,070.50

**Payment No: 639334**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CHASE LEVASSEUR	00461082	33382DEC2019	2019 BOOT RMBRSMNT UNIT 4	General Fund	185.71
Total for Payment No.:						185.71

**Payment No: 639335**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CHRISTOPHER GIBBS	00461405	24875SEP2019	REIMB-TRAINING LOCKSMITH	General Fund	353.00
Total for Payment No.:						353.00

**Payment No: 639336**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CHUCK HAYDEN	00461491	6371DEC2019	REIMB-STEAM TURBINE TESTING	Electric Utility Construction	1,069.23
Total for Payment No.:						1,069.23

**Payment No: 639337**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CINTAS, MAXINE	00461159	00076336-01 UTILITY REFUND A	UTILITY REFUND	General Fund	462.04
Total for Payment No.:						462.04

**Payment No: 639338**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CRAIG TEMPLE	00461407	27556DEC2019	REIMB-DESIGN BUILD CONFERENCE	General Fund	374.09
				Total for Payment No.:		374.09

**Payment No: 639339**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CRATUS INC.	00461691	24563DEC2019	SANITARY SEWER CONDITION ASSES	Sewer Utility Construction	666,640.00
01/09/2020	CRATUS INC.	00461691	24563DEC2019	RETENTION	Sewer Utility Construction	-33,332.00
				Total for Payment No.:		633,308.00

**Payment No: 639340**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CUONG PHAN	00460614	18437DEC2019	REIMBURSEMENT ART FOR NSS	General Fund	411.94
				Total for Payment No.:		411.94

**Payment No: 639341**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DANIEL RICE	00459463	29985NOV2019	INSTRUCTOR 1 TRAINING	General Fund	299.00
				Total for Payment No.:		299.00

**Payment No: 639342**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DAVID C DELOZIER	00461770	33397JAN2020	REIMBURSE FOR OVERPAYMENT	Cemetery	19.00
				Total for Payment No.:		19.00

**Payment No: 639343**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DEEN, NABILAH HAZARA HAJAAH	00461158	30052DEC2019	2019 BOOT RMBRSMNT UNIT 4	General Fund	191.09
01/09/2020	DEEN, NABILAH HAZARA HAJAAH	00461561	30052DEC2019A	ROAD SAFETY PLAN TRAINING	General Fund	33.00
				Total for Payment No.:		224.09

**Payment No: 639344**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FERDINAND PASTRANA	00461156	2096DEC2019	2019 BOOT RMBRSMNT UNIT 4	General Fund	198.62
				Total for Payment No.:		198.62

**Payment No: 639345**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GINA MCWILLIAM	00461701	12831NOV2019	REIMB-CLEARs SEMINAR	General Fund	100.00
				Total for Payment No.:		100.00

**Payment No: 639346**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JAMES ALLAN	00461162	98NOV2019	Safety Boots FY19-20	General Fund	180.24
01/09/2020	JAMES ALLAN	00461514	98DEC2019	SAFETY GEAR REIMBURSE FY19-20	General Fund	196.20
				Total for Payment No.:		376.44

**Payment No: 639347**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JAMES GARDNER	00461618	21308DEC2019	DUI CHECKPOINT EXPENSES	General Fund	101.52
				Total for Payment No.:		101.52

**Payment No: 639348**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	JAMES MORASH	00461025	22527DEC2019	FY19-20 UNIT 5 BOOTS & RAIN GR	Water Utility	357.00
				Total for Payment No.:		357.00
<b>Payment No: 639349</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	JEFFREY BRITTON	00461122	10365DEC2019	RainGearReimbursement FY19-20	General Fund	240.00
				Total for Payment No.:		240.00
<b>Payment No: 639350</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	JOHN BAYDO	00461807	23570DEC2019	SAFETY BOOTS/CLOTH REIM FY2020	Electric Utility	144.99
				Total for Payment No.:		144.99
<b>Payment No: 639351</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	JOHN GRACIANO, JR.	00461404	1178SEP2019	REIMB-TRAINING LOCKSMITH	General Fund	353.00
				Total for Payment No.:		353.00
<b>Payment No: 639352</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	JOHN R ROMERO	00460954	33407DEC2019	WDO D1 APP, CERT, CWEA, CSM G1	Sewer Utility	487.00
				Total for Payment No.:		487.00
<b>Payment No: 639353</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	JOSEPH LUNA,	00460952	27727DEC2019	WDO D2 PREP/EXAM & CERTIFICATE	Water Utility	424.99
				Total for Payment No.:		424.99



**Payment No: 639354**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JULIE RODRIGUEZ	00461026	32404DEC2019	CY 2019 UNIT 4 BOOTS REIMBURSE	Water Utility	85.30
				Total for Payment No.:		85.30

**Payment No: 639355**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KELVIN MALKO	00461410	8341DEC2019	RAINGEAR REIMBURSEMENT	General Fund	163.86
				Total for Payment No.:		163.86

**Payment No: 639356**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KRISHN PATEL	00461569	32052DEC2019	SEL UNIVERSITY	Electric Utility	1,132.41
				Total for Payment No.:		1,132.41

**Payment No: 639357**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LANE MANUEL	00461372	22425DEC2019	Safety Boot Reimbursement FY19	General Fund	146.12
				Total for Payment No.:		146.12

**Payment No: 639358**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LUPE FUENTES	00461161	12716DEC2019	Raingear	General Fund	127.25
				Total for Payment No.:		127.25

**Payment No: 639359**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MARY MCENROE	00461620	1773DEC2019	REIMB-APPA CUSTOMER CONFERENCE	Elec OperatingGrant Trust Fund	476.03

01/09/2020	MARY MCENROE	00461620	1773DEC2019	REIMB-APPA CUSTOMER CONFERENCE	Elec OperatingGrant Trust Fund	476.03
Total for Payment No.:						952.06
<b>Payment No: 639360</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	MATTHEW CONTRERAS	00461342	15220DEC2019	SAFETY BOOTS/CLOTH REIMB 19/20	Electric Utility	280.00
Total for Payment No.:						280.00
<b>Payment No: 639361</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	MICHAEL OLEJNIK	00461408	29637DEC2019	RAINGEAR REIMBURSEMENT	General Fund	95.04
Total for Payment No.:						95.04
<b>Payment No: 639362</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	MIKE CARLETON	00461700	12288NOV2019	REIMB-DARK WEB COURSE	General Fund	173.56
Total for Payment No.:						173.56
<b>Payment No: 639363</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	MINH PHUNG	00461639	15299DEC2019COR	BOOT/CLOTHING REIMBURSE 19/20	Electric Utility	113.49
Total for Payment No.:						113.49
<b>Payment No: 639364</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	NGUYEN CAM	00461081	24858DEC2019	2019 BOOT RMBRSMNT UNIT 4	General Fund	200.00
Total for Payment No.:						200.00

**Payment No: 639365**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NORMAN O HENRY	00461702	1275NOV2019	REIMB-BACKGROUND INVESTIGATION	General Fund	169.42
				Total for Payment No.:		169.42

**Payment No: 639366**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PAULO PINHEIRO	00460121	3409DEC2019	TOOL REIMBURSEMENT FY19-20	Fleet Operation Fund	64.31
01/09/2020	PAULO PINHEIRO	00460121	3409DEC2019	ASE REIMBURSEMENT FY19-20	Fleet Operation Fund	294.00
				Total for Payment No.:		358.31

**Payment No: 639367**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRATYUSH BHATIA	00461564	27251DEC2019	CTCDC MEETING SACRAMENTO	General Fund	191.12
				Total for Payment No.:		191.12

**Payment No: 639368**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RANDALL HUYNH	00460951	32337DEC2019	CY2019 UNIT4 BOOT REIMBURSEMNT	Water Utility	60.56
				Total for Payment No.:		60.56

**Payment No: 639369**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RENE-JOHN OTICO	00461749	16622AUG2019	REIMB-FTO COURSE	General Fund	85.00
				Total for Payment No.:		85.00

**Payment No: 639370**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	ROBERTS, BRYANT J.	00460788	30324DEC2019	SAFETY BOOTS/CLOTH REIMB 19/20	Electric Utility	245.78
Total for Payment No.:						245.78

**Payment No: 639371**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROGER PALACPAC	00460953	30383DEC2019	CY2019 UNIT4 BOOT REIMBURSEMNT	Water Utility	194.57
Total for Payment No.:						194.57

**Payment No: 639372**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAMUEL MICELI	00461750	30269AUG2019	REIMB-FTO COURSE	General Fund	85.00
Total for Payment No.:						85.00

**Payment No: 639373**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA HIGH SCHOOL MUSIC	00461617	6606DEC2019	WBA MARCHING BAND COMPETITION	General Fund	2,163.16
Total for Payment No.:						2,163.16

**Payment No: 639374**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ST FRANCIS ELECTRIC INC	00461804	19092704	BOWERS AVENUE SIGNAL TIMING CE	Streets And Highways	119,023.11
01/09/2020	ST FRANCIS ELECTRIC INC	00461804	19092704	RETENTION	Streets And Highways	-5,951.16
Total for Payment No.:						113,071.95

**Payment No: 639375**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STATE WATER RESOURCES CNTRL(BOX1888/100)	00460960	LW-1025637	FY19-20 WATER SYSTEM FEES	Water Utility	60,224.61

Total for Payment No.: 60,224.61

**Payment No: 639376**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	THE MECHANICS BANK	00461754	1772JAN2020	10% CONTINGENCY.	Parks And Recreation	1,800.00
01/09/2020	THE MECHANICS BANK	00461754	1772JAN2020	EXCROW AGREEMENT FOR THE REED	Parks And Recreation	71,612.50
Total for Payment No.:						73,412.50

**Payment No: 639377**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WILL MAGUIRE PEIRCE	00460780	PRCK#85447	REPLACE OUTDATED PRCK#85447	Payroll Liability&ClearingAcct	109.26
Total for Payment No.:						109.26

**Payment No: 639378**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WONG, BASIL	00461478	32345DEC2019	MSR PPA/EA TCH MTG FOLSM 11719	Electric Utility	138.72
01/09/2020	WONG, BASIL	00461479	32345DEC2019A	TANC CONTRACTS/OATT 10/8/19	Electric Utility	139.30
01/09/2020	WONG, BASIL	00461479	32345DEC2019A	TANC CONTRACTS/OATT 9/12/19	Electric Utility	139.30
Total for Payment No.:						417.32

**Payment No: 639379**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	YOLANDA LARA	00461371	33027DEC2019	SafetyBootReimbursementFY19-20	General Fund	98.10
Total for Payment No.:						98.10

**Payment No: 639380**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZULEEKA MOHAMMED	00461406	32988DEC2019	REIMB-LEADERSHIP TRAINING	Library Operating	139.78

Total for Payment No.: 139.78

**Payment No: 639381**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ABDULLAH ALSHENAIR	00461213	35137-21 Utility Refund	UTILITY REFUND	General Fund	24.54
Total for Payment No.:						24.54

**Payment No: 639382**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALAY DESAI	00461216	37652-09 Utility Refund	UTILITY REFUND	General Fund	21.99
Total for Payment No.:						21.99

**Payment No: 639383**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALBION ENVIRONMENTAL INC.	00461206	24492-19 Utility Refund	UTILITY REFUND	General Fund	1,282.74
Total for Payment No.:						1,282.74

**Payment No: 639384**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ANTAGENE INC	00461195	17532-11 Utility Refund	UTILITY REFUND	General Fund	634.21
Total for Payment No.:						634.21

**Payment No: 639385**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ANVESH THATIKONDA	00461241	58794-16 Utility Refund	UTILITY REFUND	General Fund	214.11
Total for Payment No.:						214.11

**Payment No: 639386**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ARI PAILAKIAN	00461264	75386-06 Utility Refund	UTILITY REFUND	General Fund	11.81
				Total for Payment No.:		11.81

**Payment No: 639387**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ASHAY RAJIMWALE	00461223	47587-11 Utility Refund	UTILITY REFUND	General Fund	204.81
				Total for Payment No.:		204.81

**Payment No: 639388**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ASHISH KUMAR SINGH	00461250	65453-22 Utility Refund	UTILITY REFUND	General Fund	110.87
				Total for Payment No.:		110.87

**Payment No: 639389**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ASHLEY JONES	00461230	52965-03 Utility Refund	UTILITY REFUND	General Fund	362.60
				Total for Payment No.:		362.60

**Payment No: 639390**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ASHRON CONSTRUCTION	00461246	63122-07 Utility Refund	UTILITY REFUND	General Fund	294.74
				Total for Payment No.:		294.74

**Payment No: 639391**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BOTHMAN INC, ROBERT A	00461205	24486-08 Utility Refund	UTILITY REFUND	General Fund	1,981.43

Total for Payment No.:	1,981.43
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**Payment No: 639392**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CESAR GHALI	00461186	12990-18 Utility Refund	UTILITY REFUND	General Fund	182.67
Total for Payment No.:						182.67

**Payment No: 639393**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CHAO ZHANG	00461189	14527-27 Utility Refund	UTILITY REFUND	General Fund	54.66
Total for Payment No.:						54.66

**Payment No: 639394**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CHRISTOPHER WAGERS	00461259	70911-14 Utility Refund	UTILITY REFUND	General Fund	23.53
Total for Payment No.:						23.53

**Payment No: 639395**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COMPUTER BOOKS INC	00461190	16384-02 Utility Refund	UTILITY REFUND	General Fund	105.52
Total for Payment No.:						105.52

**Payment No: 639396**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DAVID FONTANA	00461274	18795-04 Utility Refund	UTILITY REFUND	General Fund	4.53
Total for Payment No.:						4.53

**Payment No: 639397**



Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DECON TECHNOLOGIES	00461197	18258-03 Utility Refund A	UTILITY REFUND	General Fund	23.54
				Total for Payment No.:		23.54

**Payment No: 639398**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DENNIS WONG	00461253	69539-02 Utility Refund	UTILITY REFUND	General Fund	721.19
				Total for Payment No.:		721.19

**Payment No: 639399**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DEVESHI PATEL	00461202	22380-14 Utility Refund	UTILITY REFUND	General Fund	102.47
				Total for Payment No.:		102.47

**Payment No: 639400**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	E.I. GOURMET HOLDINGS LLC	00461254	70545-05 Utility Refund	UTILITY REFUND	General Fund	947.39
				Total for Payment No.:		947.39

**Payment No: 639401**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EDWARD HURTIG	00461268	75751-06 Utility Refund	UTILITY REFUND	General Fund	47.17
				Total for Payment No.:		47.17

**Payment No: 639402**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ELLEN MOONEY	00461238	57661-17 Utility Refund	UTILITY REFUND	General Fund	147.52
				Total for Payment No.:		147.52

**Payment No: 639403**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FACILITIES LOGISTICS	00461198	18414-10 Utility Refund	UTILITY REFUND	General Fund	1,212.55
				Total for Payment No.:		1,212.55

**Payment No: 639404**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FISHER, NANCY	00461226	49630-01 Utility Refund	UTILITY REFUND	General Fund	215.24
				Total for Payment No.:		215.24

**Payment No: 639405**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GAO, XIANG	00461218	45785-22 Utility Refund	UTILITY REFUND	General Fund	158.79
				Total for Payment No.:		158.79

**Payment No: 639406**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GLORIA R. ORLANDO	00461215	36973-01 Utility Refund	UTILITY REFUND	General Fund	53.43
				Total for Payment No.:		53.43

**Payment No: 639407**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRACIELLA WIRIJA	00461255	70575-05 Utility Refund	UTILITY REFUND	General Fund	134.36
				Total for Payment No.:		134.36

**Payment No: 639408**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HAN YE	00461273	79219-02 Utility Refund	UTILITY REFUND	General Fund	60.54

Total for Payment No.: 60.54

**Payment No: 639409**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HSING-YI WANG	00461251	68807-24 Utility Refund	UTILITY REFUND	General Fund	117.04
Total for Payment No.:						117.04

**Payment No: 639410**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HYADES TECHNOLOGY INC	00461184	12254-11 Utility Refund	UTILITY REFUND	General Fund	42.95
Total for Payment No.:						42.95

**Payment No: 639411**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HYUN JA CHOI	00461225	48497-05 Utility Refund	UTILITY REFUND	General Fund	13.61
Total for Payment No.:						13.61

**Payment No: 639412**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	INGERSOLL RAND	00461245	62357-10 Utility Refund	UTILITY REFUND	General Fund	2,689.63
Total for Payment No.:						2,689.63

**Payment No: 639413**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JAMES JUNIO	00461236	57211-11 Utility Refund	UTILITY REFUND	General Fund	18.32
Total for Payment No.:						18.32

**Payment No: 639414**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JASON HUIE	00461242	59131-09 Utility Refund	UTILITY REFUND	General Fund	63.78
				Total for Payment No.:		63.78

**Payment No: 639415**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JIANGKUN LIU	00461267	75712-04 Utility Refund	UTILITY REFUND	General Fund	16.86
				Total for Payment No.:		16.86

**Payment No: 639416**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JJM BEN FOODS INC	00461244	61392-04 Utility Refund	UTILITY REFUND	General Fund	1,838.39
				Total for Payment No.:		1,838.39

**Payment No: 639417**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JOGA SINGH	00461243	60313-13 Utility Refund	UTILITY REFUND	General Fund	16.00
				Total for Payment No.:		16.00

**Payment No: 639418**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JOHN MARIA DASS JOSEPH	00461233	56877-13 Utility Refund	UTILITY REFUND	General Fund	20.75
				Total for Payment No.:		20.75

**Payment No: 639419**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KASHISH PARIKH	00461201	20689-32 Utility Refund	UTILITY REFUND	General Fund	57.51
				Total for Payment No.:		57.51

**Payment No: 639420**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KITTI TANG TAVEEWATTANKUL	00461272	78848-02 Utility Refund	UTILITY REFUND	General Fund	136.80
				Total for Payment No.:		136.80

**Payment No: 639421**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KYEONG HWA LEE	00461266	75502-04 Utility Refund	UTILITY REFUND	General Fund	150.73
				Total for Payment No.:		150.73

**Payment No: 639422**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LIGHTWAVE CONSTRUCTION INC	00461203	24448-08 Utility Refund	UTILITY REFUND	General Fund	637.69
				Total for Payment No.:		637.69

**Payment No: 639423**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LIU HONG HUANG	00461221	47117-29 Utility Refund	UTILITY REFUND	General Fund	141.92
				Total for Payment No.:		141.92

**Payment No: 639424**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LYNDON R JOHNSON	00461217	38950-02 Utility Refund	UTILITY REFUND	General Fund	17.72
				Total for Payment No.:		17.72

**Payment No: 639425**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MARIA MANCILLA	00461182	10971-10 Utility Refund	UTILITY REFUND	General Fund	17.98

Total for Payment No.: 17.98

**Payment No: 639426**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MARIBEL GUZMAN	00461187	14073-17 Utility Refund	UTILITY REFUND	General Fund	59.67
Total for Payment No.:						59.67

**Payment No: 639427**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MAYUR ARAKERE	00461258	70759-21 Utility Refund	UTILITY REFUND	General Fund	25.47
Total for Payment No.:						25.47

**Payment No: 639428**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MCNALLY, JULIET	00461227	50096-06 Utility Refund	UTILITY REFUND	General Fund	102.25
Total for Payment No.:						102.25

**Payment No: 639429**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MELVIN SOUZA	00461271	78337-05 Utility Refund	UTILITY REFUND	General Fund	32.41
Total for Payment No.:						32.41

**Payment No: 639430**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MIAO SUN	00461240	57693-16 Utility Refund	UTILITY REFUND	General Fund	22.94
Total for Payment No.:						22.94

**Payment No: 639431**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MILLER & HINKLE PROPERTY MGMT	00461232	55321-14 Utility Refund	UTILITY REFUND	General Fund	29.42
				Total for Payment No.:		29.42

**Payment No: 639432**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ORLANDO GABRIEL	00461181	10766-02 Utility Refund	UTILITY REFUND	General Fund	102.46
				Total for Payment No.:		102.46

**Payment No: 639433**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	OSBORN, CHARLES	00461262	74050-01 Utility Refund A	UTILITY REFUND	General Fund	358.05
				Total for Payment No.:		358.05

**Payment No: 639434**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PARSO RAMCHANDANI	00461183	11446-01 Utility Refund	UTILITY REFUND	General Fund	93.57
				Total for Payment No.:		93.57

**Payment No: 639435**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PAWAN KUMAR	00461231	53701-11 Utility Refund	UTILITY REFUND	General Fund	34.68
				Total for Payment No.:		34.68

**Payment No: 639436**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PEERY ARRILLAGA	00461247	63796-02 Utility Refund	UTILITY REFUND	General Fund	2,104.60
				Total for Payment No.:		2,104.60

**Payment No: 639437**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PENGCHENG XU	00461234	56890-17 Utility Refund	UTILITY REFUND	General Fund	122.63
				Total for Payment No.:		122.63

**Payment No: 639438**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PETER JORISSEN	00461269	78018-07 Utility Refund	UTILITY REFUND	General Fund	149.02
				Total for Payment No.:		149.02

**Payment No: 639439**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PGI VETERINARY INC	00461224	47728-03 Utility Refund	UTILITY REFUND	General Fund	958.87
				Total for Payment No.:		958.87

**Payment No: 639440**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRATEEK AGRAWAL	00461219	45941-22 Utility Refund	UTILITY REFUND	General Fund	66.50
				Total for Payment No.:		66.50

**Payment No: 639441**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRERANA PATIL	00461257	70752-16 Utility Refund	UTILITY REFUND	General Fund	127.05
				Total for Payment No.:		127.05

**Payment No: 639442**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	QIAOLING HUANG	00461199	19817-11 Utility Refund	UTILITY REFUND	General Fund	174.48



Total for Payment No.: 174.48

**Payment No: 639443**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	QUYAN CHAU	00461214	36711-01 Utility Refund	UTILITY REFUND	General Fund	21.92
Total for Payment No.:						21.92

**Payment No: 639444**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RAMACHANDRA SRINIVASAMURTHY	00461237	57655-37 Utility Refund	UTILITY REFUND	General Fund	37.10
Total for Payment No.:						37.10

**Payment No: 639445**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RICHARD WONG	00461260	71385-06 Utility Refund	UTILITY REFUND	General Fund	50.06
Total for Payment No.:						50.06

**Payment No: 639446**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAMANTHA RODRIGUES	00461211	33616-24 Utility Refund	UTILITY REFUND	General Fund	16.78
Total for Payment No.:						16.78

**Payment No: 639447**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAMIR DATTA	00461200	20179-11 Utility Refund	UTILITY REFUND	General Fund	117.42
Total for Payment No.:						117.42

**Payment No: 639448**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTOSH PATIL	00461188	14134-12 Utility Refund	UTILITY REFUND	General Fund	38.77
				Total for Payment No.:		38.77

**Payment No: 639449**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SARAH SCHEDLER	00461235	57119-09 Utility Refund	UTILITY REFUND	General Fund	14.48
				Total for Payment No.:		14.48

**Payment No: 639450**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SEBBAO LU	00461256	70699-14 Utility Refund	UTILITY REFUND	General Fund	102.47
				Total for Payment No.:		102.47

**Payment No: 639451**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SEYED-EHSAN KIA	00461261	72309-16 Utility Refund	UTILITY REFUND	General Fund	141.06
				Total for Payment No.:		141.06

**Payment No: 639452**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHIDI WANG	00461209	31544-19 Utility Refund	UTILITY REFUND	General Fund	26.57
				Total for Payment No.:		26.57

**Payment No: 639453**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHREYAS KOTHAVADE	00461210	33584-18 Utility Refund	UTILITY REFUND	General Fund	8.11
				Total for Payment No.:		8.11

**Payment No: 639454**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SILICON VALLEY MECHANICAL INC.	00461248	65014-14 Utility Refund	UTILITY REFUND	General Fund	730.77
				Total for Payment No.:		730.77

**Payment No: 639455**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STACEY LITTLETON	00461185	12711-09 Utility Refund	UTILITY REFUND	General Fund	48.92
				Total for Payment No.:		48.92

**Payment No: 639456**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STEVEN CHENG	00461212	34861-07 Utility Refund	UTILITY REFUND	General Fund	27.95
				Total for Payment No.:		27.95

**Payment No: 639457**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STEVEN SELEE	00461229	52412-12 Utility Refund	UTILITY REFUND	General Fund	114.26
				Total for Payment No.:		114.26

**Payment No: 639458**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STOMPER CO. INC.	00461207	24518-06 Utility Refund	UTILITY REFUND	General Fund	1,296.31
				Total for Payment No.:		1,296.31

**Payment No: 639459**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	T2 DEVELOPMENT	00461204	24477-07 Utility Refund	UTILITY REFUND	General Fund	2,062.45

Total for Payment No.: 2,062.45

**Payment No: 639460**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TAMMY CAMPBELL	00461220	47076-14 Utility Refund	UTILITY REFUND	General Fund	145.34
Total for Payment No.:						145.34

**Payment No: 639461**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TOMONAO KAWAZU	00461252	68821-13 Utility Refund	UTILITY REFUND	General Fund	56.00
Total for Payment No.:						56.00

**Payment No: 639462**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TROY MANANSALA	00461239	57676-19 Utility Refund	UTILITY REFUND	General Fund	26.59
Total for Payment No.:						26.59

**Payment No: 639463**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WEI YU SUNG	00461263	75366-06 Utility Refund	UTILITY REFUND	General Fund	107.86
Total for Payment No.:						107.86

**Payment No: 639464**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WESTEC ELECTRIC INC	00461196	17824-05 Utility Refund	UTILITY REFUND	General Fund	25.43
Total for Payment No.:						25.43

**Payment No: 639465**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WING LAU	00461222	47390-05 Utility Refund	UTILITY REFUND	General Fund	13.06
				Total for Payment No.:		13.06

**Payment No: 639466**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	XIAOBIN MENG	00461249	65250-13 Utility Refund	UTILITY REFUND	General Fund	110.35
				Total for Payment No.:		110.35

**Payment No: 639467**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	XINYOU YU	00461208	26006-23 Utility Refund	UTILITY REFUND	General Fund	7.43
				Total for Payment No.:		7.43

**Payment No: 639468**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	YINENG TU	00461265	75423-07 Utility Refund	UTILITY REFUND	General Fund	58.77
				Total for Payment No.:		58.77

**Payment No: 639469**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	YISHAN SHI	00461228	51520-22 Utility Refund	UTILITY REFUND	General Fund	107.96
				Total for Payment No.:		107.96

**Payment No: 639470**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZHEQI WANG	00461270	78260-02 Utility Refund	UTILITY REFUND	General Fund	82.99
				Total for Payment No.:		82.99

**Payment No: 639471**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZJ FUTURE US LLC	00461191	17527-05 Utility Refund	UTILITY REFUND	General Fund	114.06
01/09/2020	ZJ FUTURE US LLC	00461192	17528-05 Utility Refund	UTILITY REFUND	General Fund	907.64
01/09/2020	ZJ FUTURE US LLC	00461193	17529-10 Utility Refund	UTILITY REFUND	General Fund	1,497.55
01/09/2020	ZJ FUTURE US LLC	00461194	17530-06 Utility Refund	UTILITY REFUND	General Fund	595.00
				Total for Payment No.:		3,114.25

**Payment No: 639472**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	VALLEY CONCRETE INC	00461338	121119	CONCRETE MAINT. REPAIRS	Streets And Highways	9,364.00
				Total for Payment No.:		9,364.00

**Payment No: 639473**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BROADCAST MUSIC INC	00460964	24146DEC2019	Music License	General Fund	2,056.23
01/09/2020	BROADCAST MUSIC INC	00460964	24146DEC2019	Music License	General Fund	506.38
01/09/2020	BROADCAST MUSIC INC	00460964	24146DEC2019	Music License	General Fund	2,553.00
01/09/2020	BROADCAST MUSIC INC	00460964	24146DEC2019	Music License	General Fund	2,651.00
01/09/2020	BROADCAST MUSIC INC	00460964	24146DEC2019	Music License	General Fund	506.39
				Total for Payment No.:		8,273.00

**Payment No: 639474**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CA DEPT OF TOXIC SUBSTANCE CNTRL	00461695	19SM1685	SC POLICE STATION JUL-SEP 2019	Public Buildings	51.57
				Total for Payment No.:		51.57

**Payment No: 639475**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AIR COOLED ENGINES	00461472	82825	PARTS- V#0799	Fleet Operation Fund	106.94
				Total for Payment No.:		106.94

**Payment No: 639476**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AIRGAS NO CALIF & NV	00460675	9966961187	RENTAL CYLINDERS FOR DVR NOV19	Electric Utility	845.45
01/09/2020	AIRGAS NO CALIF & NV	00460808	9095844969	Y154MBH660-AG CYL 3000PSI INTL	Electric Utility	3,623.63
01/09/2020	AIRGAS NO CALIF & NV	00460808	9095844969	SHIPPING&HANDLING	Electric Utility	175.20
				Total for Payment No.:		4,644.28

**Payment No: 639477**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALL STAR GLASS	00461473	ISJ067429	LABOR-V#3487 WO#125985	Fleet Operation Fund	250.00
01/09/2020	ALL STAR GLASS	00461473	ISJ067429	PARTS- V#3487	Fleet Operation Fund	54.51
				Total for Payment No.:		304.51

**Payment No: 639478**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALLIED AUTO STORES	00461474	873399B	PARTS- STOCK	Fleet Operation Fund	239.65
01/09/2020	ALLIED AUTO STORES	00461516	878580B	PARTS- V#2890	Fleet Operation Fund	366.36
01/09/2020	ALLIED AUTO STORES	00461518	880217B	PARTS- V#2969	Fleet Operation Fund	78.22
				Total for Payment No.:		684.23

**Payment No: 639479**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ALSCO SAN JOSE	00460835	LSJO1189972	LINEN SERVICE - ST. 7	General Fund	187.17
				Total for Payment No.:		187.17

**Payment No: 639480**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AMERICAN TEXTILE & SUPPLY INC	00461424	102901	GLOVE, WORKMAN TYPE.2XL TRUEFI	Electric Utility	173.31
01/09/2020	AMERICAN TEXTILE & SUPPLY INC	00461424	102901	RAGS, BLUE CREPED SONTARA, APP	Water Utility	566.80
01/09/2020	AMERICAN TEXTILE & SUPPLY INC	00461424	102901	RAGS, TERI-CLOTH, STRAIGHT CUT	Water Utility	1,383.21
01/09/2020	AMERICAN TEXTILE & SUPPLY INC	00461424	102901	GLOVE, WORKMAN TYPE LARGE TRUF	Water Utility	346.62
01/09/2020	AMERICAN TEXTILE & SUPPLY INC	00461424	102901	GLOVE, WORKMAN TYPE. XL TRUEFI	Water Utility	173.31
Total for Payment No.:						2,643.25

**Payment No: 639481**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	APC INTERNATIONAL INC	00461755	APC-SCPV-02	AGREEMENT FOR ON-CALL CONSTRUC	General Fund	22,062.50
Total for Payment No.:						22,062.50

**Payment No: 639482**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ARAMARK UNIFORM SERVICES	00460805	760568392	CLEANING SVC/SHOP TOWELS DVR	Electric Utility	400.90
01/09/2020	ARAMARK UNIFORM SERVICES	00461022	760579562	CLEANING SVC/SHOP TOWELS DVR	Electric Utility	400.90
Total for Payment No.:						801.80

**Payment No: 639483**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ARCADIA GRAPHIX	00461136	2419	Nutcracker Back Drop	General Fund	245.25
01/09/2020	ARCADIA GRAPHIX	00461137	2417	Ice rink dasher board	General Fund	428.37
Total for Payment No.:						673.62

**Payment No: 639484**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ARNE SIGNS	00461520	19-11917	PARTS- V#2339	Fleet Operation Fund	180.26



01/09/2020	ARNE SIGNS	00461522	19-11957	PARTS- STOCK	Fleet Operation Fund	4,813.01
Total for Payment No.:						4,993.27

**Payment No: 639485**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	AZCO SUPPLY, INC.	00461420	270435	POLE, ST LT, AL, 30' WITH 8' A	Electric Utility	40,449.90
01/09/2020	AZCO SUPPLY, INC.	00461421	270439	BAND, POLE, 4IN DIA. POLE SHAF	Electric Utility	1,065.60
Total for Payment No.:						41,515.50

**Payment No: 639486**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BABYLON PRINTING	00460530	91593	DECEMBER ATG NEWSLETTER	General Fund	415.15
Total for Payment No.:						415.15

**Payment No: 639487**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BANK UP CORP	00460926	3903	OUTSOURCE CASH RECEIPTS	General Fund	3,321.09
Total for Payment No.:						3,321.09

**Payment No: 639488**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BATEMAN SENIOR MEALS	00461572	INV4650001407	BATEMAN MEALS FY 19-20	Park and Rec Opr GrantTst Fund	1,383.36
Total for Payment No.:						1,383.36

**Payment No: 639489**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BAY VALVE SERVICE &	00461696	35857	FARRIS PN# 27CA33-F21 VALVE. 9	Electric Utility	3,012.53
Total for Payment No.:						3,012.53

**Payment No: 639490**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BAYSCAPE LANDSCAPE MANAGEMENT	00461498	16999	LANDSCAPING SERVICES FOR VARIO	Water Utility Construction	1,515.00
01/09/2020	BAYSCAPE LANDSCAPE MANAGEMENT	00461499	17219	LANDSCAPING SERVICES FOR VARIO	Water Utility Construction	2,300.00
01/09/2020	BAYSCAPE LANDSCAPE MANAGEMENT	00461500	17251	LANDSCAPING SERVICES FOR VARIO	Water Utility Construction	1,515.00
				Total for Payment No.:		5,330.00

**Payment No: 639491**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BESOSIE GANAL	00460831	61559-01 CPV NOV-2019	PBI NOV-19 PYMT #27 VALLY HOUS	Elec OperatingGrant Trust Fund	1,564.98
				Total for Payment No.:		1,564.98

**Payment No: 639492**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BOETHING TREELAND FARMS	00460357	SI-1204952	LAGERSTROMIA, TRACHEL	General Fund	2,003.13
				Total for Payment No.:		2,003.13

**Payment No: 639493**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BRIGHTLIGHT WELDING & MFG	00461694	84189	Q25990 - BLW - EXPEDITE FEE	Electric Utility	1,090.00
01/09/2020	BRIGHTLIGHT WELDING & MFG	00461694	84189	Q25981 - PN# SCC112719-01 - ST	Electric Utility	5,668.00
				Total for Payment No.:		6,758.00

**Payment No: 639494**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BRINK'S INCORPORATED	00460938	10950541	ARMORED COURIER SERVICE	General Fund	787.84
				Total for Payment No.:		787.84

**Payment No: 639495**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	BW ASSOCIATES	00460829	45639-01 CPV NOV-2019	PBI SOLAR PRO FINAL PMT NOV-19	Elec OperatingGrant Trust Fund	184.75
				Total for Payment No.:		184.75

**Payment No: 639496**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CA DEPT OF TOXIC SUBSTANCE CNTRL	00461613	19SM2139	CHANGE ORDER #1 ADD FUNDS FOR	Parks And Recreation	370.95
				Total for Payment No.:		370.95

**Payment No: 639497**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CA HIGHWAY PATROL	00461061	0000001250188	Trfc Ctrl NFL Game 10/27/19	General Fund	69,508.88
01/09/2020	CA HIGHWAY PATROL	00461063	0000001250189	Trfc Ctrl NFL Game 11/11/19	General Fund	73,746.53
				Total for Payment No.:		143,255.41

**Payment No: 639498**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CEMTEK ENVIRONMENTAL INC	00461577	PAR-21419	PN# 74-252 - AMMONIA SCRUBBER,	Electric Utility	2,304.74
01/09/2020	CEMTEK ENVIRONMENTAL INC	00461577	PAR-21419	PN# 92-011 - ABSORBENT AMMONIA	Electric Utility	2,325.19
				Total for Payment No.:		4,629.93

**Payment No: 639499**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CITY OF SAN JOSE	00461014	1172891	SPSHP BAY AREA HOME ELEC OCT19	Elec OperatingGrant Trust Fund	5,000.00
				Total for Payment No.:		5,000.00

**Payment No: 639500**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CITY OF SUNNYVALE	00461046	IN000090237	Trfc Ctrl NFL Game 10/27/19	General Fund	1,439.34
01/09/2020	CITY OF SUNNYVALE	00461047	IN000090340	Trfc Ctrl NFL Game 11/24/2019	General Fund	1,319.64
01/09/2020	CITY OF SUNNYVALE	00461048	IN000090338	Trfc Ctrl NFL Game 11/11/19	General Fund	1,439.34
01/09/2020	CITY OF SUNNYVALE	00461050	IN000090339	Trfc Ctrl NFL Game 11/17/2019	General Fund	1,753.92
				Total for Payment No.:		5,952.24

**Payment No: 639501**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	COAST DESIGNS	00461139	12396	League Tees	General Fund	413.94
				Total for Payment No.:		413.94

**Payment No: 639502**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CONCENTRA MEDICAL CENTERS	00461118	66406371	STREET MAINTENANCE	General Fund	45.00
01/09/2020	CONCENTRA MEDICAL CENTERS	00461118	66406371	REG & AN PRE EMPLOY PHYSICALS	General Fund	255.00
01/09/2020	CONCENTRA MEDICAL CENTERS	00461118	66406371	ELECTRIC FIELD SERVICES	Electric Utility	20.00
01/09/2020	CONCENTRA MEDICAL CENTERS	00461118	66406371	WATER MAINTENANCE	Water Utility	85.00
				Total for Payment No.:		405.00

**Payment No: 639503**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CONLEFF PLUMBING SUPPLY CO	00460385	190791	SICCA - FLUSH BUTTONS	General Fund	394.42
				Total for Payment No.:		394.42

**Payment No: 639504**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CONSOLIDATED PARTS INC	00461416	5058747	PN# XBUT4FBEL60 - CH2 XBUT4FBE	Electric Utility	763.00

01/09/2020	CONSOLIDATED PARTS INC	00461417	5058709	PN# XBAFBS56 - CH2 XBAFBS56 5P	Electric Utility	109.00
01/09/2020	CONSOLIDATED PARTS INC	00461417	5058709	PN# XBMZB6V/21 - CHL XBMZB6V/2	Electric Utility	19.62
Total for Payment No.:						891.62

**Payment No: 639505**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CONTEMPORARY SERVICES CORPORATION	00460386	112958088	CROWD MANAGEMENT	General Fund	1,162.50
Total for Payment No.:						1,162.50

**Payment No: 639506**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CORPORATE BILLING LLC	00461709	264851	LABOR- V#3188 WO# 125010	Fleet Operation Fund	682.50
01/09/2020	CORPORATE BILLING LLC	00461709	264851	PARTS- V#3188 WO# 125010	Fleet Operation Fund	388.94
Total for Payment No.:						1,071.44

**Payment No: 639507**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CRANE & EQUIPMENT REGULATORY	00461544	19-093	ANNUAL INSPECTIONS	Fleet Operation Fund	1,175.00
Total for Payment No.:						1,175.00

**Payment No: 639508**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CRESCO EQUIPMENT RENTALS	00460859	5075747-0001	PROPANE	Electric Utility	30.14
01/09/2020	CRESCO EQUIPMENT RENTALS	00461163	4937985-0001	Fuel	General Fund	1,265.00
01/09/2020	CRESCO EQUIPMENT RENTALS	00461164	5004320-0001	Fuel	General Fund	2,973.80
01/09/2020	CRESCO EQUIPMENT RENTALS	00461447	5045674-0004	DELIVERY/PICK UP FEE	Electric Utility	228.90
01/09/2020	CRESCO EQUIPMENT RENTALS	00461448	5059307-0002	WAREHOUSE FORKLIFT DEC19	Electric Utility	812.05
01/09/2020	CRESCO EQUIPMENT RENTALS	00461448	5059307-0002	EPA CHARGE/WASTE FEES	Electric Utility	7.00

01/09/2020	CRESCO EQUIPMENT RENTALS	00461448	5059307-0002	DELIVERY/PICK UP FEE	Electric Utility	218.00
01/09/2020	CRESCO EQUIPMENT RENTALS	00461448	5059307-0002	EQUIPMENT PROTECTION PLAN	Electric Utility	104.30
01/09/2020	CRESCO EQUIPMENT RENTALS	00461448	5059307-0002	PROP TAX RECOVERY FEE	Electric Utility	5.59
01/09/2020	CRESCO EQUIPMENT RENTALS	00461449	5045674-0003	UTIL CART ELECTRIC W/4' BOX	Electric Utility	1,090.00
01/09/2020	CRESCO EQUIPMENT RENTALS	00461449	5045674-0003	PROP TAX RECOVERY FEE	Electric Utility	15.00
01/09/2020	CRESCO EQUIPMENT RENTALS	00461449	5045674-0003	EQUIPMENT PROTECTION PLAN	Electric Utility	280.00
01/09/2020	CRESCO EQUIPMENT RENTALS	00461449	5045674-0003	UTIL CART ELECTRIC W/4' BOX	Electric Utility	1,090.00
				Total for Payment No.:		8,119.78

**Payment No: 639509**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	CRIME SCENE CLEANERS INC	00461415	72647	VEHICLE 3373	General Fund	70.00
				Total for Payment No.:		70.00

**Payment No: 639510**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	D&M TRAFFIC SERVICES	00460389	68638	WATER WALL BARRIER	General Fund	4,823.25
01/09/2020	D&M TRAFFIC SERVICES	00460391	68832	WATERWALL RENTAL	General Fund	817.50
01/09/2020	D&M TRAFFIC SERVICES	00461612	69104	PAINT, MARKING, FLOURESCENT OR	Electric Utility	227.81
01/09/2020	D&M TRAFFIC SERVICES	00461612	69104	PAINT, MARKING, RED AERVOE#201	Electric Utility	113.91
				Total for Payment No.:		5,982.47

**Payment No: 639511**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DARLING INGREDIENTS INC.	00460387	10675667	OUTDOOR GREASE	General Fund	110.00
				Total for Payment No.:		110.00

**Payment No: 639512**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	DAVEY TREE SURGERY	00460612	914171808	TREE TRIMMING PWR LINES OCT19	Electric Utility	107,501.04
01/09/2020	DAVEY TREE SURGERY	00460612	914171808	DUMP FEES OCT19	Electric Utility	5,268.00
				Total for Payment No.:		112,769.04

**Payment No: 639513**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQDCSD2 - 997-2956 POWEREDGE R	Electric Utility	946.97
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQD9SD2 - 997-2956 POWEREDGE R	Electric Utility	946.96
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQDBSD2 - 997-2941 POWEREDGE R	Electric Utility	762.32
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQDBSD2 - 997-2956 POWEREDGE R	Electric Utility	946.96
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQDCSD2 - 997-2941 POWEREDGE R	Electric Utility	762.32
01/09/2020	DELL MARKETING LP	00461505	10354008627	DQD9SD2 - 997-2941 POWEREDGE R	Electric Utility	762.32
01/09/2020	DELL MARKETING LP	00461505	10354008627	HZ0QND2 - 997-2930 POWEREDGE R	Electric Utility	774.52
01/09/2020	DELL MARKETING LP	00461505	10354008627	HZ0RND2 - 997-2930 POWEREDGE R	Electric Utility	774.52
				Total for Payment No.:		6,676.89

**Payment No: 639514**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	DOC FEE	Vehicle Replacement Fund	87.20
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	DELIVERY	Vehicle Replacement Fund	400.00
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	CALIFORNIA TIRE TAX	Vehicle Replacement Fund	7.00
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	2019 FORD F350 PER QUOTE DATED	Vehicle Replacement Fund	26,775.85
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	CHANGE TO SUPERCAP	Vehicle Replacement Fund	2,595.29
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	BACKUP ALARM, HD SERVICE SUSPE	Vehicle Replacement Fund	3,253.65
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	STILES TRUCK BODY PER CUSTOMER	Vehicle Replacement Fund	23,038.24
01/09/2020	DOWNTOWN FORD SALES	00461809	313625	DISCOUNT	Vehicle Replacement	-545.00

					Fund	
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	2019 FORD F350 PER QUOTE DATED	Vehicle Replacement Fund	26,775.85
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	CHANGE TO SUPERCAP	Vehicle Replacement Fund	2,595.29
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	BACKUP ALARM, HD SERVICE SUSPE	Vehicle Replacement Fund	3,253.65
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	STILES TRUCK BODY PER CUSTOMER	Vehicle Replacement Fund	23,038.24
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	DOC FEE	Vehicle Replacement Fund	87.20
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	DELIVERY	Vehicle Replacement Fund	400.00
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	CALIFORNIA TIRE TAX	Vehicle Replacement Fund	7.00
01/09/2020	DOWNTOWN FORD SALES	00461810	313626	DISCOUNT	Vehicle Replacement Fund	-545.00
Total for Payment No.:						111,224.46

**Payment No: 639515**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DP NICOLI INC	00460873	IR208581	STEEL PLATE	Sewer Utility	1,830.55
Total for Payment No.:						1,830.55

**Payment No: 639516**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	DUNN-EDWARDS CORP	00460956	2011151350	PLASTIC ROLLER	General Fund	87.78
01/09/2020	DUNN-EDWARDS CORP	00460975	2011156135	Pr white roller	General Fund	7.14
01/09/2020	DUNN-EDWARDS CORP	00460976	2011156142	Magikage Ninety Frame 9"	General Fund	8.51
01/09/2020	DUNN-EDWARDS CORP	00460977	2011156155	Painting supplies	General Fund	134.95
01/09/2020	DUNN-EDWARDS CORP	00460979	2011156557	Sagebrush	General Fund	51.90
01/09/2020	DUNN-EDWARDS CORP	00461095	2011157501	EVERSHIELD	General Fund	156.07
Total for Payment No.:						446.35



**Payment No: 639517**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EBIX INC	00461480	0782507-IN	INSURANCE COMPLIANCE SERVICES	Special Liability Insurance	4,397.24
01/09/2020	EBIX INC	00461481	0788131-IN	INSURANCE COMPLIANCE SERVICES	Special Liability Insurance	4,417.76
				Total for Payment No.:		8,815.00

**Payment No: 639518**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EJ PIRES TRUCKING INC	00461501	95655	TRUCKING AND HAULING SERVICES-	Water Utility	4,037.08
01/09/2020	EJ PIRES TRUCKING INC	00461501	95655	TRUCKING & HAULING SERVICES -	Sewer Utility	712.42
01/09/2020	EJ PIRES TRUCKING INC	00461502	95671	TRUCKING AND HAULING SERVICES-	Water Utility	263.93
01/09/2020	EJ PIRES TRUCKING INC	00461502	95671	TRUCKING & HAULING SERVICES -	Sewer Utility	46.57
01/09/2020	EJ PIRES TRUCKING INC	00461503	95693	TRUCKING AND HAULING SERVICES-	Water Utility	1,133.90
01/09/2020	EJ PIRES TRUCKING INC	00461503	95693	TRUCKING & HAULING SERVICES -	Sewer Utility	200.10
				Total for Payment No.:		6,394.00

**Payment No: 639519**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	EL RADIATOR DOCTOR	00461550	1814	LABOR- V#3530 WO# 125988	Fleet Operation Fund	245.00
01/09/2020	EL RADIATOR DOCTOR	00461551	1815	LABOR- V#2055 WO# 126087	Fleet Operation Fund	225.00
				Total for Payment No.:		470.00

**Payment No: 639520**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ELECTRIC & GAS INDUSTRIES ASSN	00460918	45447	ONGOING IT APP MAINT. NOV19	Elec OperatingGrant Trust Fund	2,000.00
01/09/2020	ELECTRIC & GAS INDUSTRIES ASSN	00460918	45447	PROGRAM IMPLEMENT/MGMT NOV19	Elec OperatingGrant Trust Fund	2,250.00
01/09/2020	ELECTRIC & GAS INDUSTRIES ASSN	00460918	45447	ONGOING PROGRAM ADMIN NOV19	Elec OperatingGrant	750.00

Total for Payment No.:

5,000.00

**Payment No: 639521**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ENDEAVOUR STORAGE SOLUTIONS	00460847	225376	STORAGE UNIT - ST. 8	General Fund	87.20
Total for Payment No.:						87.20

**Payment No: 639522**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ERNI PORTER	00460910	12/03/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	150.00
Total for Payment No.:						150.00

**Payment No: 639523**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FARMER BROTHERS COFFEE	00460640	69708557	SRNUT	Park and Rec Opr GrantTst Fund	713.30
Total for Payment No.:						713.30

**Payment No: 639524**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FAST UNDERCAR SANTA CLARA	00461552	954059	PARTS- V#3210	Fleet Operation Fund	213.14
01/09/2020	FAST UNDERCAR SANTA CLARA	00461553	964247	PARTS- STOCK	Fleet Operation Fund	107.83
01/09/2020	FAST UNDERCAR SANTA CLARA	00461554	964497	CREDIT - FROM INVOICE #923149	Fleet Operation Fund	-107.37
01/09/2020	FAST UNDERCAR SANTA CLARA	00461555	965186	PARTS- V#3428	Fleet Operation Fund	1,059.30
01/09/2020	FAST UNDERCAR SANTA CLARA	00461556	965188	PARTS- V#3424	Fleet Operation Fund	1,059.30
01/09/2020	FAST UNDERCAR SANTA CLARA	00461557	965589	PARTS- V#3428	Fleet Operation Fund	961.20
01/09/2020	FAST UNDERCAR SANTA CLARA	00461558	967400	PARTS- STOCK	Fleet Operation Fund	252.11
Total for Payment No.:						3,545.51

**Payment No: 639525**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FEDERAL EXPRESS	00461108	6-866-94867	VT/REPUBLIC METRO ENA	General Fund	11.96
01/09/2020	FEDERAL EXPRESS	00461454	6-867-05417	MISC. SHIPPING DVR	Electric Utility	111.26
				Total for Payment No.:		123.22

**Payment No: 639526**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FEDEX FREIGHT INC	00460858	5250765225	MISC SHIPPING DVR HOSE CERASIS	Electric Utility	105.93
				Total for Payment No.:		105.93

**Payment No: 639527**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FLEET BODYWORX INC	00461562	23342	PARTS- V#3143 WO# 125866	Fleet Operation Fund	406.51
01/09/2020	FLEET BODYWORX INC	00461562	23342	LABOR- V#3143 WO# 125866	Fleet Operation Fund	1,723.62
01/09/2020	FLEET BODYWORX INC	00461565	23425	LABOR- V#3222 WO# 125942	Fleet Operation Fund	619.40
01/09/2020	FLEET BODYWORX INC	00461565	23425	PARTS- V#3222 WO# 125942	Fleet Operation Fund	64.77
				Total for Payment No.:		2,814.30

**Payment No: 639528**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FLEETPRIDE, INC.	00461587	42038564	PARTS- V#3027	Fleet Operation Fund	81.71
				Total for Payment No.:		81.71

**Payment No: 639529**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	FRONTIER FORD	00461589	643125	PARTS- V#3524	Fleet Operation Fund	488.04
01/09/2020	FRONTIER FORD	00461590	643246	PARTS- V#3523	Fleet Operation Fund	488.04
01/09/2020	FRONTIER FORD	00461591	643324	PARTS- STOCK	Fleet Operation Fund	798.29

01/09/2020	FRONTIER FORD	00461592	643325	PARTS- V#3437	Fleet Operation Fund	326.91
01/09/2020	FRONTIER FORD	00461593	643356	PARTS- V#2989	Fleet Operation Fund	187.41
01/09/2020	FRONTIER FORD	00461594	643359	PARTS- V#3125	Fleet Operation Fund	45.39
				Total for Payment No.:		2,334.08

**Payment No: 639530**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GAMETIME	00461394	PJI-0129150	HILLSIDE DOUBLE SLIDE	Parks And Recreation	5,914.15
				Total for Payment No.:		5,914.15

**Payment No: 639531**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GHA TECHNOLOGIES INC	00461160	101018676	DEEP FREEZE MTCE	General Fund	2,185.00
				Total for Payment No.:		2,185.00

**Payment No: 639532**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GLOBAL RENTAL CO	00461343	3427232	RENT FREIGHTLINER M2-106 JAN20	Electric Utility	3,706.00
				Total for Payment No.:		3,706.00

**Payment No: 639533**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GLR FASTENERS INC	00460419	P079464	Hex Bolts	General Fund	202.30
01/09/2020	GLR FASTENERS INC	00460999	P079539	bolts and washers	General Fund	82.53
01/09/2020	GLR FASTENERS INC	00461172	82453	050-0250B2ZC	General Fund	94.30
01/09/2020	GLR FASTENERS INC	00461173	P079515	FLAT WASHER	General Fund	13.11
01/09/2020	GLR FASTENERS INC	00461326	P079596	TRAFFIC SUPPLIES	General Fund	56.00
				Total for Payment No.:		448.24

**Payment No: 639534**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GOLDEN GATE TRUCK CENTER	00461627	F005958888:01	PARTS- V#2816	Fleet Operation Fund	297.88
01/09/2020	GOLDEN GATE TRUCK CENTER	00461628	F005960316:01	PARTS- V#2688	Fleet Operation Fund	86.44
				Total for Payment No.:		384.32

**Payment No: 639535**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GREENSIDE SUPPLY & SERVICES	00460423	044786	PLASTIC WHITE	General Fund	213.40
01/09/2020	GREENSIDE SUPPLY & SERVICES	00460424	044281	TOILET TISSUE	General Fund	212.05
				Total for Payment No.:		425.45

**Payment No: 639536**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	GRIFFIN AUTO PARTS	00461633	1-256049	PARTS- STOCK	Fleet Operation Fund	54.39
01/09/2020	GRIFFIN AUTO PARTS	00461634	1-256242	PARTS- STOCK	Fleet Operation Fund	385.71
				Total for Payment No.:		440.10

**Payment No: 639537**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HALREC INC	00461718	330523	PARTS- V#3487	General Fund	794.31
01/09/2020	HALREC INC	00461719	332357	PARTS- V#3140	Fleet Operation Fund	62.96
01/09/2020	HALREC INC	00461720	332393	PARTS- V#3140	Fleet Operation Fund	80.54
				Total for Payment No.:		937.81

**Payment No: 639538**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HOME DEPOT USA	00459098	521305680	VINYL REPLACEMENT	General Fund	1,285.67
01/09/2020	HOME DEPOT USA	00459099	518524095	TORK PREM	General Fund	235.66

01/09/2020	HOME DEPOT USA	00459100	519604276	RENOWN WAVE URINAL	General Fund	510.12
01/09/2020	HOME DEPOT USA	00459104	519198832	ENVISION SINGLEFOLD	General Fund	181.09
01/09/2020	HOME DEPOT USA	00460425	522892074	RENOWN 1/2 FLD	General Fund	2,828.67
01/09/2020	HOME DEPOT USA	00460860	525183323	JANITORIAL SUPPLIES	Electric Utility	142.39
01/09/2020	HOME DEPOT USA	00460888	526062500	JANITORIAL SUPPLIES	General Fund	502.00
01/09/2020	HOME DEPOT USA	00460889	526062518	JANITORIAL SUPPLIES	General Fund	495.71
01/09/2020	HOME DEPOT USA	00460890	525117529	JANITORIAL SUPPLIES	General Fund	228.32
01/09/2020	HOME DEPOT USA	00460892	525117537	JANITORIAL SUPPLIES	General Fund	430.36
01/09/2020	HOME DEPOT USA	00461065	526060215		General Fund	1,112.33
01/09/2020	HOME DEPOT USA	00461174	525392684	WES-150 WATERFREE	General Fund	1,115.48
01/09/2020	HOME DEPOT USA	00461175	527437693	ISHINE FLOOR FINISH	General Fund	244.38
				Total for Payment No.:		9,312.18

**Payment No: 639539**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HOTSY PACIFIC	00461393	66630	HOTSY PRESSURE WASHER	General Fund	8,854.89
				Total for Payment No.:		8,854.89

**Payment No: 639540**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461119	02138156	PROGRESSIVE GLASSES J.CADENA	Water Utility	125.50
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461119	02138156	DISPENSING FEE	Water Utility	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461120	02138155	DISPENSING FEE	Water Utility	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461120	02138155	PROG TINT - J. CADENA	Water Utility	104.50
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461121	02133545	PROG TINT - J. ROMERO	Water Utility	46.50
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461121	02133545	DISPENSING FEE	Water Utility	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461143	02167375	PROG. SAFETY - JOHN GRACIANO	General Fund	137.11
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461143	02167375	DISPENSING FEE	General Fund	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461144	02167374	SAFETY TINT - JOHN GRACIANO	General Fund	111.44

01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461144	02167374	DISPENSING FEE	General Fund	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461559	02178983	DISPENSING FEE	Water Utility	28.00
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461559	02178983	CLEAR SAFETY GLASSES	Water Utility	137.11
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461566	02178984	TINT SAFETY GLASSES - GAXIOLA	Water Utility	114.17
01/09/2020	HOYA OPTICAL LABS OF AMERICA, INC.	00461566	02178984	DISPENSING FEE	Water Utility	28.00
				Total for Payment No.:		972.33

**Payment No: 639541**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HSQ TECHNOLOGY INC	00461390	174618	1ST QTR PAYMENT - SCADA PHONE	Water Utility	801.60
01/09/2020	HSQ TECHNOLOGY INC	00461390	174618	1ST QTR PAYMENT - SCADA PHONE	Sewer Utility	160.32
01/09/2020	HSQ TECHNOLOGY INC	00461390	174618	1ST QTR PAYMENT - SCADA PHONE	Storm Drain	374.08
				Total for Payment No.:		1,336.00

**Payment No: 639542**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HUGHES NETWORK SYSTEMS LLC	00461006	B1-351931693	METER SVC G2 ENERGY DEC19	Electric Utility	101.94
				Total for Payment No.:		101.94

**Payment No: 639543**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HYDRA-STOP LLC	00460880	38746	NON TAX	Sewer Utility	55.02
01/09/2020	HYDRA-STOP LLC	00460880	38746	BOLTS, WASHERS, AND NUTS	Sewer Utility	115.54
				Total for Payment No.:		170.56

**Payment No: 639544**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	HYDROSCIENCE ENGINEERS INC	00461495	316002004	PROJECT TASKS	Water Utility Construction	23,240.00

01/09/2020	HYDROSCIENCE ENGINEERS INC	00461497	316002005	PROJECT TASKS	Water Utility Construction	10,850.00
				Total for Payment No.:		34,090.00
<b>Payment No: 639545</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	ICE US OTC COMMODITY MARKETS LLC	00461002	1119000868088	ENERGY BROKER COMM NOV19	Electric Utility	5,475.00
				Total for Payment No.:		5,475.00
<b>Payment No: 639546</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	ICF RESOURCES, LLC	00460917	2019-098482	TESS TASK2 CUST SERV NOV19	Elec OperatingGrant Trust Fund	2,051.32
				Total for Payment No.:		2,051.32
<b>Payment No: 639547</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	ICONIX WATERWORKS (US) INC	00460881	17913012202	B9 CONCRETE BOX	Sewer Utility	53.61
				Total for Payment No.:		53.61
<b>Payment No: 639548</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	IGUANA DESIGN AND PRINT	00461597	1912005	RED LINE CITES+EPO'S	General Fund	5,338.82
				Total for Payment No.:		5,338.82
<b>Payment No: 639549</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/09/2020	INEZ MUNOZ	00460909	12/03/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	172.00
				Total for Payment No.:		172.00



**Payment No: 639550**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	INFORMER SYSTEMS, LLC	00461388	5370	SCHEDULING SOFTWARE LICENSE FE	General Fund	23,603.40
				Total for Payment No.:		23,603.40

**Payment No: 639551**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	INTERTEK AIM	00461128	US0100003858	NON DESTRUCTIVE EXAMINATIONS	Electric Utility Construction	16,250.00
				Total for Payment No.:		16,250.00

**Payment No: 639552**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	JACK DOHENY COMPANIES	00460885	C34307	VALVE, END COVER	Sewer Utility	302.18
				Total for Payment No.:		302.18

**Payment No: 639553**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KAISER FOUNDATION HEALTH PLAN INC	00461493	12/09/2019 AC320900249065	KAISER FY18-19 - ANNUAL BASELI	General Fund	380.00
				Total for Payment No.:		380.00

**Payment No: 639554**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KAREN MURPHY LANSING	00461044	30124OCT2019	FD-3 VISITS 1-5	General Fund	1,550.00
01/09/2020	KAREN MURPHY LANSING	00461044	30124OCT2019	FD-4 VISITS 1-2	General Fund	980.00
01/09/2020	KAREN MURPHY LANSING	00461045	30124NOV2019	FD-3 VISITS 6-8	General Fund	570.00
01/09/2020	KAREN MURPHY LANSING	00461045	30124NOV2019	FD-4 VISITS 3-4	General Fund	380.00
01/09/2020	KAREN MURPHY LANSING	00461045	30124NOV2019	FD-5 VISITS 1-3	General Fund	1,270.00
				Total for Payment No.:		4,750.00

**Payment No: 639555**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461483	097083018-0919	AGREEMENT FOR TRAFFIC SIGNAL S	Streets And Highways	6,633.50
				Total for Payment No.:		6,633.50

**Payment No: 639556**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461484	14979205R	AGREEMENT FOR THE LAFAYETTE ST	Streets And Highways	2,463.75
				Total for Payment No.:		2,463.75

**Payment No: 639557**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461485	15190090	AGREEMENT FOR THE LICK MILL BL	Streets And Highways	10,372.25
				Total for Payment No.:		10,372.25

**Payment No: 639558**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461486	15284919	AGREEMENT FOR THE HOMESTEAD RD	Streets And Highways	5,910.00
				Total for Payment No.:		5,910.00

**Payment No: 639559**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461487	15189993	AGREEMENT FOR THE HOMESTEAD RD	Streets And Highways	6,667.50
				Total for Payment No.:		6,667.50

**Payment No: 639560**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461488	15190755	AGREEMENT FOR DESIGN PROFESSIO	Streets And Highways	5,506.00
				Total for Payment No.:		5,506.00

**Payment No: 639561**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461489	14979207	AGREEMENT FOR DESIGN PROFESSIO	Streets And Highways	4,810.00
				Total for Payment No.:		4,810.00

**Payment No: 639562**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KIMLEY-HORN AND ASSOC INC	00461490	13624411	AGREEMENT FOR DESIGN PROFESSIO	Streets And Highways	1,815.00
				Total for Payment No.:		1,815.00

**Payment No: 639563**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KING CRANE SERVICE INC	00461011	177509	265 TON CRANE11/21/19 AGATE DR	Electric Utility Construction	6,200.00
01/09/2020	KING CRANE SERVICE INC	00461011	177509	PERMITS	Electric Utility Construction	50.00
01/09/2020	KING CRANE SERVICE INC	00461011	177509	ACCESSORY LOAD	Electric Utility Construction	600.00
01/09/2020	KING CRANE SERVICE INC	00461011	177509	COUNTERWEIGHT TRUCK 11/21/19	Electric Utility Construction	2,000.00
01/09/2020	KING CRANE SERVICE INC	00461011	177509	FUEL/INSURANCE	Electric Utility Construction	619.50
01/09/2020	KING CRANE SERVICE INC	00461012	177511	COUNTERWEIGHT TRUCK 11/21/19	Electric Utility Construction	2,000.00
01/09/2020	KING CRANE SERVICE INC	00461012	177511	PERMITS	Electric Utility Construction	50.00
01/09/2020	KING CRANE SERVICE INC	00461012	177511	ACCESSORY LOAD	Electric Utility Construction	600.00

01/09/2020	KING CRANE SERVICE INC	00461012	177511	FUEL/INSURANCE	Electric Utility Construction	619.50
01/09/2020	KING CRANE SERVICE INC	00461012	177511	265 TON CRANE11/21/19 AGATE DR	Electric Utility Construction	6,200.00
Total for Payment No.:						18,939.00

**Payment No: 639564**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KINOKUNIYA BOOKSTORES OF AMERICA CO. LTD	00460840	SJ1839	1231 Juv BK	General Fund	200.95
Total for Payment No.:						200.95

**Payment No: 639565**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KOFFLER	00461475	0094058-IN	SHOP LABOR 11KW MOTOR B	Electric Utility Construction	1,305.00
01/09/2020	KOFFLER	00461475	0094058-IN	MATERIALS	Electric Utility Construction	92.65
01/09/2020	KOFFLER	00461476	0094057-IN	SHOP LABOR 11KW MOTOR A	Electric Utility Construction	1,305.00
01/09/2020	KOFFLER	00461476	0094057-IN	MATERIALS	Electric Utility Construction	92.65
Total for Payment No.:						2,795.30

**Payment No: 639566**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	KORTICK MANUFACTURING CO	00461616	064516	BOLT - SQ HD - 5/8IN DIA. X 6I	Electric Utility	115.54
01/09/2020	KORTICK MANUFACTURING CO	00461616	064516	BOLT - OVALEYE - 5/8IN X 6IN L	Electric Utility	464.34
Total for Payment No.:						579.88

**Payment No: 639567**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	LEADMAN ELECTRONICS USA, INC	00460823	61768-05 CPV NOV-2019	PBI SOLAR PROD PYMT #49 NOV-19	Elec OperatingGrant Trust Fund	2,039.55
Total for Payment No.:						2,039.55

**Payment No: 639568**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LIEBERT CASSIDY WHITMORE	00461141	1490045	PROF SERVICES - INVEST. ADVICE	Special Liability Insurance	3,774.00
Total for Payment No.:						3,774.00

**Payment No: 639569**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LINCOLN AQUATICS	00460435	36976743	PESTICIDE ASSESMENT	General Fund	44.98
01/09/2020	LINCOLN AQUATICS	00460435	36976743	GAL BULK LIQUID CHLORINE	General Fund	443.08
01/09/2020	LINCOLN AQUATICS	00460436	36976738	GAL BULK LIQUID CHLORINE	General Fund	631.11
01/09/2020	LINCOLN AQUATICS	00460436	36976738	PESTICIDE ASSESMENT	General Fund	48.31
01/09/2020	LINCOLN AQUATICS	00460437	36976742	GAL BULK LIQUID CHLORINE	General Fund	457.85
01/09/2020	LINCOLN AQUATICS	00460437	36976742	PESTICIDE ASSESMENT	General Fund	45.21
01/09/2020	LINCOLN AQUATICS	00460438	36976664	GAL BULK LIQUID CHLORINE	General Fund	828.40
01/09/2020	LINCOLN AQUATICS	00460438	36976664	PESTICIDE ASSESMENT	General Fund	51.12
01/09/2020	LINCOLN AQUATICS	00460439	36976662	MURIATIC ACID	General Fund	425.54
01/09/2020	LINCOLN AQUATICS	00460439	36976662	PESTICIDE ASSESSMENT	General Fund	44.56
01/09/2020	LINCOLN AQUATICS	00460440	36978056	PESTICIDE ASSESSMENT	General Fund	44.01
01/09/2020	LINCOLN AQUATICS	00460440	36978056	GAL BULK LIQUID CHLORINE	General Fund	368.15
01/09/2020	LINCOLN AQUATICS	00460441	36977177	MURIATIC ACID	General Fund	637.65
01/09/2020	LINCOLN AQUATICS	00460441	36977177	PESTICIDE ASSESSMENT	General Fund	48.33
01/09/2020	LINCOLN AQUATICS	00460444	36981243	MURIATIC ACID	General Fund	531.92
01/09/2020	LINCOLN AQUATICS	00460444	36981243	PESTICIDE ASSESSMENT	General Fund	92.34
01/09/2020	LINCOLN AQUATICS	00460444	36981243	LIQUID CHLORINE	General Fund	516.93
01/09/2020	LINCOLN AQUATICS	00460445	36981246	PESTICDE ASSESSMET	General Fund	55.18

01/09/2020	LINCOLN AQUATICS	00460445	36981246	LIQUID CHLORINE	General Fund	1,051.85
01/09/2020	LINCOLN AQUATICS	00460446	36981245	MURIATIC ACID	General Fund	637.65
01/09/2020	LINCOLN AQUATICS	00460446	36981245	PESTICIDE ASSESSMENT	General Fund	48.33
01/09/2020	LINCOLN AQUATICS	00460447	36980374	TOP MOUNT FLOWMETER	General Fund	133.21
01/09/2020	LINCOLN AQUATICS	00460448	36980888	FOAM GRID GASKET	General Fund	115.44
01/09/2020	LINCOLN AQUATICS	00461276	36982721	LIQUID CHLORINE	General Fund	369.24
01/09/2020	LINCOLN AQUATICS	00461276	36982721	PESTICIDE ASSESSMENT	General Fund	43.82
01/09/2020	LINCOLN AQUATICS	00461277	36982720	PESTICIDE ASSESSMENT	General Fund	63.26
01/09/2020	LINCOLN AQUATICS	00461277	36982720	LIQUID CHLORINE	General Fund	1,546.22
				Total for Payment No.:		9,323.69

**Payment No: 639570**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	LN CURTIS & SONS	00460078	INV334799	BOOTS	Fire Department	489.41
01/09/2020	LN CURTIS & SONS	00460834	INV343456	STATION DUTY BOOTS	Fire Department	283.40
				Total for Payment No.:		772.81

**Payment No: 639571**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	M R DILLINGHAM	00461165	13608	788-Ulistac-Recycled Water Use	Parks And Recreation	3,182.50
01/09/2020	M R DILLINGHAM	00461166	13518	788-Ulistac-Irrigation Extensi	Parks And Recreation	860.00
				Total for Payment No.:		4,042.50

**Payment No: 639572**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MALLORY SAFETY & SUPPLY LLC	00460887	4755252	SWEATSHIRTS SVP	Electric Utility	214.50
01/09/2020	MALLORY SAFETY & SUPPLY LLC	00460887	4755252	SWEATSHIRTS SVP	Electric Utility	214.51
				Total for Payment No.:		429.01

**Payment No: 639573**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MANDIP SAPRA	00461568	33495DEC2019	AIRFARE REIMBURSEMENT	Electric Utility	332.36
01/09/2020	MANDIP SAPRA	00461568	33495DEC2019	UBER - SJC AIRPORT TO SCC	Electric Utility	15.85
01/09/2020	MANDIP SAPRA	00461568	33495DEC2019	UBER - CSC TO SJC AIRPORT	Electric Utility	15.98
				Total for Payment No.:		364.19

**Payment No: 639574**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MAPLE PRESS INC	00460962	3500	nutcracker programs	General Fund	1,119.81
				Total for Payment No.:		1,119.81

**Payment No: 639575**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MARY ELLEN O'KEEFE	00460912	12/10/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	15.33
				Total for Payment No.:		15.33

**Payment No: 639576**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MATRIX CONSULTING GROUP, LTD	00461751	19-46 #2	Assessment of current street r	General Fund	7,800.00
				Total for Payment No.:		7,800.00

**Payment No: 639577**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MAZE & ASSOC	00461147	33909A	TOT AUDIT	General Fund	225.00
01/09/2020	MAZE & ASSOC	00461418	33909	CITY AUDITOR	General Fund	12,448.00
01/09/2020	MAZE & ASSOC	00461418	33909	TRANSIT REPORT (TDA)	General Fund	500.00
01/09/2020	MAZE & ASSOC	00461418	33909	ELECTRIC	Electric Utility	9,805.00
01/09/2020	MAZE & ASSOC	00461418	33909	WATER	Water Utility	1,251.00

01/09/2020	MAZE & ASSOC	00461418	33909	SEWER	Sewer Utility	424.00
01/09/2020	MAZE & ASSOC	00461418	33909	SOLID WASTE	Solid Waste Program	947.00
01/09/2020	MAZE & ASSOC	00461418	33909	SOSA	Sports & Open Space Authority	898.00
				Total for Payment No.:		26,498.00

**Payment No: 639578**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MIKE DAVIS LANDSCAPE SERVICES	00461805	SCGOLF501	Year One - Landscaping service	SCG&TC	3,440.00
				Total for Payment No.:		3,440.00

**Payment No: 639579**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MOORE IACOFANO GOLTSMAN, INC	00461699	0062165	PROFESSIONAL SERVICE NOV19	Deposit Funds.	1,250.05
01/09/2020	MOORE IACOFANO GOLTSMAN, INC	00461743	0061906	Patrick Henry Specific Plan	Deposit Funds.	28,645.86
				Total for Payment No.:		29,895.91

**Payment No: 639580**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	MOUNTAIN VIEW GARDEN CENTER	00460452	100703	RED PRO CHIP	General Fund	213.42
01/09/2020	MOUNTAIN VIEW GARDEN CENTER	00460453	100451	WOOD CHIPS	General Fund	199.24
01/09/2020	MOUNTAIN VIEW GARDEN CENTER	00460454	100694	RED PRO CHIP	General Fund	320.13
01/09/2020	MOUNTAIN VIEW GARDEN CENTER	00460985	101379	wood chips	General Fund	191.62
				Total for Payment No.:		924.41

**Payment No: 639581**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NAPA AUTO PARTS	00461435	5983-508730	PARTS- V#3200	Fleet Operation Fund	421.83
01/09/2020	NAPA AUTO PARTS	00461436	5983-509130	PARTS- SHOP USE	Fleet Operation Fund	52.28



01/09/2020	NAPA AUTO PARTS	00461437	5983-509148	PARTS- V#3142	Fleet Operation Fund	45.67
01/09/2020	NAPA AUTO PARTS	00461438	5983-509212	PARTS- V#3142	Fleet Operation Fund	97.86
01/09/2020	NAPA AUTO PARTS	00461439	5983-509517	PARTS- STOCK	Fleet Operation Fund	44.98
01/09/2020	NAPA AUTO PARTS	00461440	5983-509488	PARTS- V#3212	Fleet Operation Fund	152.70
01/09/2020	NAPA AUTO PARTS	00461441	5983-509632	PARTS- V#3071	Fleet Operation Fund	18.36
01/09/2020	NAPA AUTO PARTS	00461442	5983-509714	PARTS- V#3071	Fleet Operation Fund	49.75
01/09/2020	NAPA AUTO PARTS	00461443	5983-510371	PARTS- V#3127	Fleet Operation Fund	63.90
01/09/2020	NAPA AUTO PARTS	00461444	5983-510444	PARTS- STOCK	Fleet Operation Fund	149.56
01/09/2020	NAPA AUTO PARTS	00461445	5983-510445	PARTS- STOCK	Fleet Operation Fund	4.41
01/09/2020	NAPA AUTO PARTS	00461446	5983-510713	PARTS- STOCK	Fleet Operation Fund	130.93
01/09/2020	NAPA AUTO PARTS	00461451	5983-511020	PARTS- V#3268	Fleet Operation Fund	26.51
01/09/2020	NAPA AUTO PARTS	00461452	5983-511237	CREDIT FOR PART- V#3200	Fleet Operation Fund	-377.12
01/09/2020	NAPA AUTO PARTS	00461456	5983-511238	PARTS- V#3200	Fleet Operation Fund	377.12
01/09/2020	NAPA AUTO PARTS	00461457	5983-511477	PARTS- V#2816	Fleet Operation Fund	79.57
01/09/2020	NAPA AUTO PARTS	00461458	5983-511479	PARTS- V#2816	Fleet Operation Fund	39.47
01/09/2020	NAPA AUTO PARTS	00461459	5983-511611	PARTS- V#3481	Fleet Operation Fund	13.70
01/09/2020	NAPA AUTO PARTS	00461460	5983-511824	PARTS- V#3530	Fleet Operation Fund	61.80
01/09/2020	NAPA AUTO PARTS	00461462	5983-512383	PARTS- STOCK	Fleet Operation Fund	150.83
01/09/2020	NAPA AUTO PARTS	00461463	5983-512384	PARTS- STOCK	Fleet Operation Fund	29.12
01/09/2020	NAPA AUTO PARTS	00461464	5983-512649	PARTS- V#2890	Fleet Operation Fund	184.74
01/09/2020	NAPA AUTO PARTS	00461465	5983-512655	PARTS- V#3099	Fleet Operation Fund	34.38
01/09/2020	NAPA AUTO PARTS	00461466	5983-512858	PARTS- V#3099	Fleet Operation Fund	10.27
01/09/2020	NAPA AUTO PARTS	00461467	5983-512997	PARTS- V#2890	Fleet Operation Fund	41.58
01/09/2020	NAPA AUTO PARTS	00461468	5983-513494	PARTS- V#3258	Fleet Operation Fund	261.60
01/09/2020	NAPA AUTO PARTS	00461469	5983-513569	PARTS- V#1903	Fleet Operation Fund	55.36
01/09/2020	NAPA AUTO PARTS	00461470	5983-514836	PARTS- V#3022	Fleet Operation Fund	35.90
Total for Payment No.:						2,257.06

Payment No: 639583

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NAVIGANT CONSULTING INC	00461003	0100048286	NERC CIP SUPPORT NOV19	Electric Utility	2,502.00
				Total for Payment No.:		2,502.00

**Payment No: 639584**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NETFILE	00461517	6478	3RD QTR 12.1.19-2.28.20 SYSTEM	General Fund	3,500.00
01/09/2020	NETFILE	00461519	6340	2ND QTR 9.1.19-11.30.19 SYSTEM	General Fund	3,500.00
				Total for Payment No.:		7,000.00

**Payment No: 639585**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	NI GOVERNMENT SERVICES	00460837	9111334468	SATELLITE PHONE SERVICE - FIRE	General Fund	77.37
01/09/2020	NI GOVERNMENT SERVICES	00461414	9111334458	MONTHLY FEES SATELLITE RADIO	General Fund	77.37
				Total for Payment No.:		154.74

**Payment No: 639586**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	OEM PARTS NETWORK INC	00461575	I85491	PN# L59095P01 - SPEED SENSOR -	Electric Utility	10,895.97
				Total for Payment No.:		10,895.97

**Payment No: 639587**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PACIFIC COAST PETROLEUM INC.	00461711	957067	PARTS- STOCK	Fleet Operation Fund	488.54
01/09/2020	PACIFIC COAST PETROLEUM INC.	00461712	957068	PARTS- SHOP USE	Fleet Operation Fund	327.00
01/09/2020	PACIFIC COAST PETROLEUM INC.	00461712	957068	PARTS- STOCK	Fleet Operation Fund	4,819.21
				Total for Payment No.:		5,634.75

**Payment No: 639588**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PACIFIC COAST SEED INC	00460455	O-65551-19	AQUA WISE PERENNIAL	General Fund	2,605.58
				Total for Payment No.:		2,605.58

**Payment No: 639589**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PACIFIC GAS & ELECTRIC CO	00460914	0007885074-0	NRS-SRS COO 2018 IA SETTLEMENT	Electric Utility Construction	1,183,104.32
				Total for Payment No.:		1,183,104.32

**Payment No: 639590**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PACIFIC WATER ART INC	00461333	63051	FOUNTAIN MAINT.- CITY HALL	General Fund	1,700.00
01/09/2020	PACIFIC WATER ART INC	00461333	63051	FOUNTAIN MAINT.-FRANKLIN	Downtown Parking Maintenance D	990.00
				Total for Payment No.:		2,690.00

**Payment No: 639591**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PARS	00460872	44389	PARS ARS FEE OCTOBER 2019	General Fund	2,300.11
				Total for Payment No.:		2,300.11

**Payment No: 639592**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PETERSON TRUCKS	00461713	PC001681059	PARTS- V#2834	Fleet Operation Fund	44.65
				Total for Payment No.:		44.65

**Payment No: 639593**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PG&E	00460915	0007883148-4	COO 115KV NRS (TFA) DEC19	Electric Utility	6,600.59
01/09/2020	PG&E	00460916	0007883149-2	COO NONRULE 2 LES/230KV DEC19	Electric Utility	3,231.16
				Total for Payment No.:		9,831.75

**Payment No: 639594**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRINCETON VETERINARY CLINIC	00461596	76872	K9 CARE, KAIRO	General Fund	728.00
				Total for Payment No.:		728.00

**Payment No: 639595**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PRO DOOR AND GLASS	00460942	37462	PD COVER PLATES	General Fund	722.68
				Total for Payment No.:		722.68

**Payment No: 639596**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PROMEVO LLC	00460882	135660	CHROMEBOOKS	General Fund	1,967.87
01/09/2020	PROMEVO LLC	00460882	135660	EWASTE+LICENSE	General Fund	350.00
				Total for Payment No.:		2,317.87

**Payment No: 639597**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	PUBLIC SECTOR EXCELLENCE	00461123	3213	12/3/19 - IMPROVING EMPLOYEE P	General Fund	3,200.00
01/09/2020	PUBLIC SECTOR EXCELLENCE	00461124	3214	12/10/19 - MANAGING CONFLICT &	General Fund	3,200.00
				Total for Payment No.:		6,400.00

**Payment No: 639598**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	QUICK SMOG CHECK CENTER	00461710	10727	LABOR- V#2146 WO# 125943	Fleet Operation Fund	75.00
				Total for Payment No.:		75.00

**Payment No: 639599**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	R & B CO	00461428	S1899619.001	BOLTS, BREAK-OFF FOR HYDRANTS,	Water Utility	1,030.05
01/09/2020	R & B CO	00461430	S1899884.001	BOLT, 3/4IN X 2-1/2IN, FOR WAT	Water Utility	3,259.10
01/09/2020	R & B CO	00461528	S1900612.001	NIPPLE, BRASS 2 X 4	Water Utility	133.20
01/09/2020	R & B CO	00461529	S1900624.001	TUBING, COPPER 2IN, TYPE K, SO	Water Utility	7,282.94
01/09/2020	R & B CO	00461530	S1900681.001	SLEEVE, MJ, 8IN #5-644L (LONG)	Water Utility	1,393.72
01/09/2020	R & B CO	00461530	S1900681.001	SLEEVE, MJ, 12IN DI, C-153, TR	Water Utility	1,405.71
01/09/2020	R & B CO	00461531	S1900766.001	INSERT, FOR 1IN PE PIPE, FORD	Water Utility	44.15
01/09/2020	R & B CO	00461531	S1900766.001	TEE, PLASTIC, 2IN X 2IN X 2IN,	Water Utility	27.47
01/09/2020	R & B CO	00461531	S1900766.001	CAP, 2IN, PLASTIC, SCHEDULE 40	Water Utility	5.67
01/09/2020	R & B CO	00461531	S1900766.001	SADDLE, SERVICE, 6INX1IN CC, D	Water Utility	1,050.93
01/09/2020	R & B CO	00461531	S1900766.001	COUPLING, 3/4IN PACK JOINT, C	Water Utility	104.44
01/09/2020	R & B CO	00461531	S1900766.001	COUPLER, PAK JOINT, STRAIGHT,	Water Utility	1,952.93
01/09/2020	R & B CO	00461531	S1900766.001	STOP, CORP, STD, 2IN. MUELLER	Water Utility	1,019.32
01/09/2020	R & B CO	00461532	S1901430.001	GASKET, PIPE FLANGE RUBBER, PI	Water Utility	616.72
01/09/2020	R & B CO	00461532	S1901430.001	HOSE, BIBB, 3/4IN, FEMALE, (NO	Water Utility	67.31
01/09/2020	R & B CO	00461532	S1901430.001	LID - FOR SEWER CLEAN-OUT BOX,	Water Utility	567.67
01/09/2020	R & B CO	00461533	S1900612.002	REDUCER, 2IN X 1-1/2IN, S X S,	Water Utility	560.81
01/09/2020	R & B CO	00461534	S1901348.001	REDUCER, MJ, 12IN X 8IN, CL, D	Water Utility	271.78
01/09/2020	R & B CO	00461536	S1901351.001	VALVE, GATE, 12IN, FLG X MJ, R	Water Utility	3,572.76
01/09/2020	R & B CO	00461536	S1901351.001	VALVE, GATE, MJ X FLG. 6IN, RE	Water Utility	2,939.46
01/09/2020	R & B CO	00461536	S1901351.001	LID, FOR 1IN, B-16 METER BOX,	Water Utility	802.94
01/09/2020	R & B CO	00461536	S1901351.001	COVER, STEEL FOR B-36 BOX, W/8	Water Utility	513.43
01/09/2020	R & B CO	00461536	S1901351.001	BOX, B-48 CONCRETE WITHOUT LID	Water Utility	216.59

01/09/2020	R & B CO	00461537	S1901430.002	WYE - 4IN X 4IN, CAST IRON, NO	Water Utility	589.25
01/09/2020	R & B CO	00461538	S1900681.002	BEND, 90 DEGREES, 10IN, MJ, CL	Water Utility	789.31
01/09/2020	R & B CO	00461538	S1900681.002	ELBOW, FLANGED, 90 DEGREES, 4I	Water Utility	3,498.36
01/09/2020	R & B CO	00461539	S1900681.003	RETAINER GLAND KIT, 6IN, TYLER	Water Utility	3,159.20
01/09/2020	R & B CO	00461540	S1901348.002	SADDLE, SERVICE, 12IN, CI/AC X	Water Utility	5,634.34
01/09/2020	R & B CO	00461541	S1901351.002	LID, FOR 1IN, B-16 METER BOX,	Water Utility	150.55
01/09/2020	R & B CO	00461542	S1901416.002	COUPLING, TRANSITION, 10" CLAY	Water Utility	403.30
01/09/2020	R & B CO	00461604	S1900766.002	STOP, CORP, STD, 2IN. MUELLER	Water Utility	1,019.32
01/09/2020	R & B CO	00461605	S1901430.003	GASKET, PIPE FLANGE RUBBER, PI	Water Utility	2,466.89
01/09/2020	R & B CO	00461606	S1900612.003	ADAPTER, SJ, C X MIP, 3/4IN	Water Utility	30.41
01/09/2020	R & B CO	00461606	S1900612.003	ELBOW, SJ COPPER, 45 DEGREES,	Water Utility	204.38
01/09/2020	R & B CO	00461607	S1900624.002	BUSHING, REDUCING, CU, 1-1/2IN	Water Utility	143.01
01/09/2020	R & B CO	00461608	S1901351.003	LID, FOR 1IN, B-16 METER BOX,	Water Utility	50.18
01/09/2020	R & B CO	00461609	S1901430.004	HOSE, BIBB, 3/4IN, FEMALE, (NO	Water Utility	36.24
01/09/2020	R & B CO	00461611	S1904162.001	BOLT, 3/4IN X 2-1/2IN, FOR WAT	Water Utility	1,629.55
01/09/2020	R & B CO	00461692	S1900587.001	PLUG, 1/2IN MIP, BRASS, SQUARE	Water Utility	8.67
01/09/2020	R & B CO	00461692	S1900587.001	NIPPLE, BRASS, 3/4IN X 3-1/2IN	Water Utility	18.75
01/09/2020	R & B CO	00461692	S1900587.001	NIPPLE, BRASS, 1IN X 2IN	Water Utility	51.99
01/09/2020	R & B CO	00461692	S1900587.001	NIPPLE, BRASS, 2IN X 5IN	Water Utility	508.15
01/09/2020	R & B CO	00461693	S1901416.001	COUPLING, TRANSITION, 10" CLAY	Water Utility	201.65
01/09/2020	R & B CO	00461693	S1901416.001	EXTENSION, HYDRANT BURY 6 X 10	Water Utility	1,046.40
				Total for Payment No.:		50,479.00

**Payment No: 639601**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	R.S. HUGHES COMPANY, INC.	00460839	78260972-00	SUPERTHANE ETHER TUBING	General Fund	73.06
				Total for Payment No.:		73.06

**Payment No: 639602**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RAFAEL NUNO	00461107	12	CRAWL SPACE DOOR - RINCON	H.U.D Capital Projects	576.00
01/09/2020	RAFAEL NUNO	00461107	12	RINCON - 10164	H.U.D Capital Projects	576.00
01/09/2020	RAFAEL NUNO	00461107	12	RINCON - 10164	H.U.D Capital Projects	-576.00
				Total for Payment No.:		576.00

**Payment No: 639603**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RAUL MANZO	00461105	60	PROJECT DONE - JOHNSON	H.U.D Capital Projects	11,396.20
01/09/2020	RAUL MANZO	00461105	60	JOHNSON - 10542	H.U.D Capital Projects	11,396.20
01/09/2020	RAUL MANZO	00461105	60	JOHNSON - 10542	H.U.D Capital Projects	-11,396.20
				Total for Payment No.:		11,396.20

**Payment No: 639604**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	REED & GRAHAM INC	00461523	965130	COLD MIX & BASE ROCK	Water Utility	307.23
01/09/2020	REED & GRAHAM INC	00461523	965130	COLD MIX & BASE ROCK	Sewer Utility	76.82
01/09/2020	REED & GRAHAM INC	00461523	965130	COLD MIX & BASE ROCK	Electric Utility Construction	384.05
01/09/2020	REED & GRAHAM INC	00461523	965130	COLD MIX & BASE ROCK	Water Utility Construction	768.06
01/09/2020	REED & GRAHAM INC	00461705	965794	COLD MIX & BASE ROCK	Water Utility	561.83
01/09/2020	REED & GRAHAM INC	00461705	965794	COLD MIX & BASE ROCK	Sewer Utility	140.46
01/09/2020	REED & GRAHAM INC	00461705	965794	COLD MIX & BASE ROCK	Electric Utility Construction	702.30
01/09/2020	REED & GRAHAM INC	00461705	965794	COLD MIX & BASE ROCK	Water Utility Construction	1,404.57
				Total for Payment No.:		4,345.32

**Payment No: 639605**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	RIGHT ANGLE DESIGN	00461391	6290	2020 INSIDE SC NEWSLETTER	General Fund	1,885.00
				Total for Payment No.:		1,885.00

**Payment No: 639606**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROSS RECREATION EQUIPMENT INC	00460495	I15948	SUPERSCOOP	General Fund	1,086.20
				Total for Payment No.:		1,086.20

**Payment No: 639607**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROTO-ROOTER SERVICES COMPANY	00461379	19321476918	Clear bathroom fixture	General Fund	130.00
				Total for Payment No.:		130.00

**Payment No: 639608**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ROYAL BRASS INC	00461714	913749-001	PARTS- V#3256	Fleet Operation Fund	105.44
				Total for Payment No.:		105.44

**Payment No: 639609**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAFETY-KLEEN SYSTEMS INC	00460496	81141451	VAT PARTS WASHER	General Fund	779.66
01/09/2020	SAFETY-KLEEN SYSTEMS INC	00461715	81818085	LABOR- SUBLET HAZ/MAT	Fleet Operation Fund	111.50
				Total for Payment No.:		891.16

**Payment No: 639610**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/09/2020	SAN JOSE BOILER WORKS	00460499	7625	RBI FUSION CP4000	General Fund	69,706.05
01/09/2020	SAN JOSE BOILER WORKS	00460499	7625	LABOR	General Fund	31,624.00
01/09/2020	SAN JOSE BOILER WORKS	00460506	8491	STANDARD LABOR RATE	General Fund	970.00
01/09/2020	SAN JOSE BOILER WORKS	00460510	8298	ARMSTRONG BOILER PUMP	General Fund	1,020.13
01/09/2020	SAN JOSE BOILER WORKS	00460510	8298	LABOR+OVERHEAD	General Fund	1,025.00
				Total for Payment No.:		104,345.18

**Payment No: 639611**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAN JOSE MAILING	00461515	3881	MAILING FOR OLD IRONSIDE DR	General Fund	45.19
01/09/2020	SAN JOSE MAILING	00461515	3881	TAX EXEMPT	General Fund	292.67
01/09/2020	SAN JOSE MAILING	00461759	3904	MAILING FOR PATRICK HENRY	Deposit Funds.	65.36
01/09/2020	SAN JOSE MAILING	00461759	3904	TAX EXEMPT	Deposit Funds.	527.73
				Total for Payment No.:		930.95

**Payment No: 639612**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SAN MATEO CO HEALTH DEPT	00461145	95858	LABRATORY FEES	Water Utility	370.00
				Total for Payment No.:		370.00

**Payment No: 639613**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANCHEZ LANDSCAPE SERVICE	00461167	6456	Ulistac Trenching and Water	Parks And Recreation	14,960.00
				Total for Payment No.:		14,960.00

**Payment No: 639614**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA LIGHTING, INC.	00460515	16782	LED P&P	General Fund	478.35
01/09/2020	SANTA CLARA LIGHTING, INC.	00460517	16865	LED P&P	General Fund	23.98

01/09/2020	SANTA CLARA LIGHTING, INC.	00460541	16600	FT40DL/835/RS/ECO	General Fund	108.46
01/09/2020	SANTA CLARA LIGHTING, INC.	00460543	16706	17W LED	General Fund	65.13
01/09/2020	SANTA CLARA LIGHTING, INC.	00460544	16691	20W A21	General Fund	899.25
01/09/2020	SANTA CLARA LIGHTING, INC.	00460546	16523	FO32/841/ECO	General Fund	176.04
01/09/2020	SANTA CLARA LIGHTING, INC.	00460548	16475	CF26DD/E/841/ECO	General Fund	185.85
01/09/2020	SANTA CLARA LIGHTING, INC.	00460549	16459	9395 24W LED HID	General Fund	212.55
01/09/2020	SANTA CLARA LIGHTING, INC.	00460551	16322	RESTOCK FEE	General Fund	334.88
01/09/2020	SANTA CLARA LIGHTING, INC.	00460551	16322	MH1500/BT56/U/4K	General Fund	3,199.87
01/09/2020	SANTA CLARA LIGHTING, INC.	00460970	16534	400k LED replacement	General Fund	522.55
01/09/2020	SANTA CLARA LIGHTING, INC.	00460993	16987	HID replacment	General Fund	172.22
01/09/2020	SANTA CLARA LIGHTING, INC.	00461051	17092	F40/CWX	General Fund	13.73
				Total for Payment No.:		6,392.86

**Payment No: 639615**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA VALLEY TRANSP AUTH	00461413	2	SC TRANSIT ORIENTED DEVELOPMEN	Deposit Funds.	7,843.50
				Total for Payment No.:		7,843.50

**Payment No: 639616**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA WEEKLY	00461595	1244015	CITY COUNCIL HEARING 12.17.19	General Fund	792.00
01/09/2020	SANTA CLARA WEEKLY	00461813	1244065	NOTICE--SPECIAL MUNI ELECTION	General Fund	504.00
				Total for Payment No.:		1,296.00

**Payment No: 639617**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA WINDUSTRIAL CO	00460996	694738 01	Cement	General Fund	36.02
				Total for Payment No.:		36.02

**Payment No: 639618**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SANTA CLARA WOMENS LEAGUE	00460911	12/03/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	50.00
01/09/2020	SANTA CLARA WOMENS LEAGUE	00460913	12/10/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	50.00
				Total for Payment No.:		100.00

**Payment No: 639619**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SCHAAF & WHEELER CONSULTING	00461752	32149	AGREEMENT FOR CONSULTING SERVI	Storm Drain	2,357.50
				Total for Payment No.:		2,357.50

**Payment No: 639620**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SCP DISTRIBUTORS LLC	00460536	36981627	SANI-CHLOR	General Fund	59.13
01/09/2020	SCP DISTRIBUTORS LLC	00460537	36981383	SHOCKWAVE	General Fund	124.99
01/09/2020	SCP DISTRIBUTORS LLC	00460552	36980279	SANI-CHLOR	General Fund	35.48
01/09/2020	SCP DISTRIBUTORS LLC	00460552	36980279	DEPOSIT	General Fund	8.00
01/09/2020	SCP DISTRIBUTORS LLC	00461016	36981464 COR	SHOCKWAVE	General Fund	131.72
01/09/2020	SCP DISTRIBUTORS LLC	00461068	36982687	#300 TILE CLEANER	General Fund	290.59
01/09/2020	SCP DISTRIBUTORS LLC	00461279	36982805	UNDERWATER PLASTER	General Fund	1,458.03
01/09/2020	SCP DISTRIBUTORS LLC	00461280	36982857	UNDERWATER PLASTER	General Fund	-14.21
01/09/2020	SCP DISTRIBUTORS LLC	00461281	36981235	WHITE FITTING BEARING	General Fund	226.50
01/09/2020	SCP DISTRIBUTORS LLC	00461305	36982006	WHITE ADMIRAL	General Fund	221.73
01/09/2020	SCP DISTRIBUTORS LLC	00461306	36983071	TILE CLEANER	General Fund	393.01
				Total for Payment No.:		2,934.97

**Payment No: 639621**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SEAN MENDELSON	00461506	17876-17882	CONTRACTOR PAYMENT FOR CLASSES	General Fund	5,740.62

Total for Payment No.: 5,740.62

**Payment No: 639622**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SEL ENGINEERING SERVICES, INC.	00461015	32094	ELECT NRS UPGRADE THRU9/30/19	Electric Utility Construction	4,572.50
01/09/2020	SEL ENGINEERING SERVICES, INC.	00461017	30022	ELECT NRS UPGRADE THRU5/31/19	Electric Utility Construction	10,064.85
01/09/2020	SEL ENGINEERING SERVICES, INC.	00461018	30516	ELECT NRS UPGRADE THRU6/30/19	Electric Utility Construction	7,301.71
01/09/2020	SEL ENGINEERING SERVICES, INC.	00461019	31569	ELECT NRS UPGRADE THRU8/30/19	Electric Utility Construction	1,868.00
Total for Payment No.:						23,807.06

**Payment No: 639623**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHAWN SPANO	00460865	30144DEC2019A	COMMAND STAFF RET FACILITATION	General Fund	7,000.00
Total for Payment No.:						7,000.00

**Payment No: 639624**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	HUMAN RESOURCES	General Fund	43.00
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	CITY ATTORNEY'S OFFICE	General Fund	43.00
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	CCO - RECORDS CENTER	General Fund	43.01
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	FINANCE - ACCOUNTING & PAYROLL	General Fund	43.00
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	HOUSING	General Fund	43.00
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	FINANCE - MUNICIPAL SERVICES	General Fund	86.01
01/09/2020	SHRED-IT USA LLC	00460922	8128734560	INFORMATION TECHNOLOGY	Information Technology Service	86.01
01/09/2020	SHRED-IT USA LLC	00461450	8128846264	SHRED SVP DVR 12/19/18	Electric Utility	148.80
Total for Payment No.:						535.83

**Payment No: 639625**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SHREDLOGIX INC	00460610	0006916	SHRED 1500 BASEMENT NOV19	Electric Utility	80.00
				Total for Payment No.:		80.00

**Payment No: 639626**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SMART DEPLOY	00461111	INV10520	SMARTDEPLOY 1-YEAR ESSENTIAL	Electric Utility	1,375.00
				Total for Payment No.:		1,375.00

**Payment No: 639627**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SOUDI CONSULTANTS INC	00460921	SC1935	SUBSTATION PROT SRV JUL-OCT19	Electric Utility	93,500.00
				Total for Payment No.:		93,500.00

**Payment No: 639628**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SOUTH BAY MOA	00461138	2647DEC2019	Umpires	General Fund	3,696.00
				Total for Payment No.:		3,696.00

**Payment No: 639629**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STATCOMM INC	00461110	145216	ANNUAL MTCE QUARTERLY Q4 2019	Electric Utility	829.75
				Total for Payment No.:		829.75

**Payment No: 639630**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STEEL & FENCE SUPPLY	00461307	104718	96" RED PDS	General Fund	59.35

Total for Payment No.: 59.35

**Payment No: 639631**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STEVENS CREEK CHEVROLET	00461525	101872	PARTS- V#3099	Fleet Operation Fund	58.78
Total for Payment No.:						58.78

**Payment No: 639632**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STRATUS VIDEO, LLC	00460845	SIN182254	VIDEO LANGUAGE TRANSLATION	General Fund	24.06
Total for Payment No.:						24.06

**Payment No: 639633**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	STRYKER SALES CORPORATION	00461494	2856142M	Q: 1 LIFEPAK 15 V4 INCLUDED AT	General Fund	13,385.00
01/09/2020	STRYKER SALES CORPORATION	00461494	2856142M	Q: 1 LIFEPAK 15 V4 INCLUDED AT	General Fund	13,385.00
01/09/2020	STRYKER SALES CORPORATION	00461494	2856142M	ACCESSORIES: Q: 3; ITEM 21330-	General Fund	990.52
01/09/2020	STRYKER SALES CORPORATION	00461494	2856142M	ACCESSORIES: Q: 3; ITEM 21330-	General Fund	990.53
Total for Payment No.:						28,751.05

**Payment No: 639634**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SUNNYVALE FORD	00461721	159425	PARTS- V#3499	Fleet Operation Fund	102.67
01/09/2020	SUNNYVALE FORD	00461722	160336	PARTS- V#3034	Fleet Operation Fund	168.67
01/09/2020	SUNNYVALE FORD	00461723	160361-1	PARTS- STOCK	Fleet Operation Fund	265.98
01/09/2020	SUNNYVALE FORD	00461724	160878	PARTS- STOCK	Fleet Operation Fund	297.22
01/09/2020	SUNNYVALE FORD	00461725	160799	PARTS- V#3481	Fleet Operation Fund	54.85

01/09/2020	SUNNYVALE FORD	00461726	160991	PARTS- V#3481	Fleet Operation Fund	54.85
01/09/2020	SUNNYVALE FORD	00461727	161139	PARTS- STOCK	Fleet Operation Fund	711.68
01/09/2020	SUNNYVALE FORD	00461728	161363	PARTS- V#3523	Fleet Operation Fund	13.52
01/09/2020	SUNNYVALE FORD	00461729	161411	PARTS- V#3118	Fleet Operation Fund	220.31
				Total for Payment No.:		1,889.75

**Payment No: 639635**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SWA SERVICES GROUP	00460560	20915	JANITORIAL SERVICES FOR NOV 19	General Fund	3,520.27
01/09/2020	SWA SERVICES GROUP	00460943	20989	JANITORIAL DEC 2019	General Fund	70,487.64
				Total for Payment No.:		74,007.91

**Payment No: 639636**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	SWAGELOK NORTHERN CALIFORNIA	00460855	39006	PTFE HOSE 3/8TAX12"	Electric Utility	139.80
01/09/2020	SWAGELOK NORTHERN CALIFORNIA	00460855	39006	40G SERIES BALL VALVE 1/4" T	Electric Utility	962.74
01/09/2020	SWAGELOK NORTHERN CALIFORNIA	00460856	39141	PACKING&HANDLING	Electric Utility	9.78
01/09/2020	SWAGELOK NORTHERN CALIFORNIA	00460856	39141	O-RING KIT FKM 6C&8C SERIES	Electric Utility	75.48
				Total for Payment No.:		1,187.80

**Payment No: 639637**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV PD CELLULAR SERVICE	General Fund	465.00
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV STADIUM CELLULAR SERVIC	General Fund	38.64
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV CMO CELLULAR SERVICE	General Fund	203.37
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV PARKS CELLULAR SERVICE	General Fund	619.07
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV CCD CELLULAR SERVICE	General Fund	59.91
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV COUNCIL CELLULAR SERVICE	General Fund	64.40
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV HR CELLULAR SERVICE	General Fund	64.40

01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV RECURRING CELL SERVICE	General Fund	3,316.69
01/09/2020	T-MOBILE	00461703	952058658 NOV2019	NOV WATER CELLULAR SERVICE	Sewer Utility	599.10
				Total for Payment No.:		5,430.58

**Payment No: 639638**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TAPS TERMITE & PEST SPECIALIST	00461106	49051	INSPECTION - LEE	H.U.D Capital Projects	350.00
				Total for Payment No.:		350.00

**Payment No: 639639**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00460538	PI1064680	DIMENSION 2EW	General Fund	1,255.28
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00460561	PI1046425	REWARD (2.5 GAL)	General Fund	440.13
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00460562	PI1052246	SURFLAN	General Fund	169.60
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00460986	PI1068329	Fertilizer	General Fund	524.64
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00461308	PI1079351	WAND	General Fund	61.13
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00461308	PI1079351	LABOR	General Fund	170.00
01/09/2020	TARGET SPECIALTY PRODUCTS INC	00461335	PI1071716	PARKWAYS SUPPLIES	General Fund	58.73
				Total for Payment No.:		2,679.51

**Payment No: 639640**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TECH LOGIC CORPORATION	00460883	15005028S5A	MAINTENANCE	General Fund	85.04
				Total for Payment No.:		85.04

**Payment No: 639641**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TEREX SERVICES	00461730	90985490	PARTS- V#3016	Fleet Operation Fund	310.41



01/09/2020	TEREX SERVICES	00461730	90985490	PARTS- V#2656	Fleet Operation Fund	64.60
01/09/2020	TEREX SERVICES	00461731	90985255	PARTS- STOCK	Fleet Operation Fund	72.79
				Total for Payment No.:		447.80

**Payment No: 639642**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TESTAMERICA LABS INC	00460870	7200010280	1664A HEM ONLY 12/2/19	Electric Utility	373.52
01/09/2020	TESTAMERICA LABS INC	00460870	7200010280	200.7 REV 4.4 FE 12/2/19	Electric Utility	66.40
01/09/2020	TESTAMERICA LABS INC	00460870	7200010280	SM 2540D SOLID TSS 12/2/19	Electric Utility	78.84
01/09/2020	TESTAMERICA LABS INC	00460870	7200010280	SAFE AND ENVIRONMENTAL WASTE	Electric Utility	10.00
01/09/2020	TESTAMERICA LABS INC	00460871	7200010279	1664A HEM ONLY 12/2/19	Electric Utility	373.52
01/09/2020	TESTAMERICA LABS INC	00460871	7200010279	200.7 REV 4.4 FE 12/2/19	Electric Utility	66.40
01/09/2020	TESTAMERICA LABS INC	00460871	7200010279	SM 2540D SOLID TSS 12/2/19	Electric Utility	78.84
01/09/2020	TESTAMERICA LABS INC	00460871	7200010279	SAFE AND ENVIRONMENTAL WASTE	Electric Utility	10.00
				Total for Payment No.:		1,057.52

**Payment No: 639643**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	THE HOME DEPOT PRO	00460891	525348108	JANITORIAL SUPPLIES	General Fund	25.29
				Total for Payment No.:		25.29

**Payment No: 639644**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	THE STUART RENTAL COMPANY	00461610	188613	TREE LIGHTING FY 19-20	General Fund	5,456.65
				Total for Payment No.:		5,456.65

**Payment No: 639645**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	THYSSENKRUPP ELEVATOR	00460563	5001161810	LABOR CALLBACK	General Fund	586.00

## CORPORATION

Total for Payment No.: 586.00

**Payment No: 639646**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TJH2B ANALYTICAL SERVICES INC	00460817	19-134916	SUBSTATION ANALYSIS	Electric Utility	1,520.00
Total for Payment No.:						1,520.00

**Payment No: 639647**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TMT ENTERPRISES INC	00460567	01772	NITRO REDWOOD SAWDUST	General Fund	1,218.08
01/09/2020	TMT ENTERPRISES INC	00460568	02098	G-8 SAND	General Fund	7,632.67
01/09/2020	TMT ENTERPRISES INC	00461091	02666	SANDY LOAM	General Fund	122.91
01/09/2020	TMT ENTERPRISES INC	00461395	02732	TOPSOIL SPLIT LOAD	General Fund	647.43
01/09/2020	TMT ENTERPRISES INC	00461396	02731	NITRO REDWOOD	General Fund	1,258.95
Total for Payment No.:						10,880.04

**Payment No: 639648**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TRB AND ASSOCIATES, INC.	00461745	3117	AMENMENT NO. 2 - APPROVED BY C	General Fund	5,600.00
Total for Payment No.:						5,600.00

**Payment No: 639649**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TRUEPOINT SOLUTIONS, LLC	00461496	19-538R	Accela Deliverable #3A	General Government - Other	31,905.00
01/09/2020	TRUEPOINT SOLUTIONS, LLC	00461496	19-538R	Accela Deliverable #3B	General Government - Other	31,905.00
Total for Payment No.:						63,810.00

**Payment No: 639650**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TURF & INDUSTRIAL EQUIPMENT CO	00461732	IV33339	PARTS- STOCK	Fleet Operation Fund	158.20
01/09/2020	TURF & INDUSTRIAL EQUIPMENT CO	00461733	IV33359	PARTS- STOCK	Fleet Operation Fund	288.26
				Total for Payment No.:		446.46

**Payment No: 639651**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	TUSCANY CALABAZAS, LLC	00460827	75170-01 CPV NOV-2019	PBI SOLAR PROD PYMT #57 NOV-19	Elec OperatingGrant Trust Fund	1,184.38
				Total for Payment No.:		1,184.38

**Payment No: 639652**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNIQUE TOWING	00461411	00137142	TOW SCPD HARLEY TO CORP YARD	General Fund	215.00
01/09/2020	UNIQUE TOWING	00461412	00135606	TOWED CAR FROM SCENE TO YARD	General Fund	215.00
				Total for Payment No.:		430.00

**Payment No: 639653**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNITED PARCEL SERVICE	00461560	00009882E5519A	SHIPPING CHARGES	General Fund	22.44
01/09/2020	UNITED PARCEL SERVICE	00461560	00009882E5519A	SHIPPING CHARGES	General Fund	29.00
01/09/2020	UNITED PARCEL SERVICE	00461560	00009882E5519A	SHIPPING CHARGES	Fleet Operation Fund	11.48
01/09/2020	UNITED PARCEL SERVICE	00461560	00009882E5519A	SHIPPING CHARGES	Electric Utility	19.05
01/09/2020	UNITED PARCEL SERVICE	00461601	00009882E5499A	DELIVERY CHARGES-CITY CLERK	General Fund	29.00
01/09/2020	UNITED PARCEL SERVICE	00461602	00009882E5509A	INFORMATION TECHNOLOGY	General Fund	13.28
01/09/2020	UNITED PARCEL SERVICE	00461602	00009882E5509A	CITY CLERK	General Fund	14.50
01/09/2020	UNITED PARCEL SERVICE	00461602	00009882E5509A	FIRE	General Fund	13.80
01/09/2020	UNITED PARCEL SERVICE	00461602	00009882E5509A	AUTO SERVICES	Fleet Operation Fund	18.80

01/09/2020	UNITED PARCEL SERVICE	00461602	00009882E5509A	ELECTRIC	Electric Utility	56.80
01/09/2020	UNITED PARCEL SERVICE	00461704	00009882E5529A	CITY CLERK	General Fund	29.00
01/09/2020	UNITED PARCEL SERVICE	00461704	00009882E5529A	FIRE	General Fund	10.51
01/09/2020	UNITED PARCEL SERVICE	00461704	00009882E5529A	POLICE	General Fund	19.47
				Total for Payment No.:		287.13

**Payment No: 639654**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	RESTROOM RENT@DVR 11/25-12/22	Electric Utility	43.60
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	WKLY RSTRM SRV@DVR 11/25-12/22	Electric Utility	220.00
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	XTRA RSTRM SRV@DVR 11/25-12/22	Electric Utility	220.00
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	2 SINK RENT@DVR 11/25-12/22	Electric Utility	21.80
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	XTRA SINK SRV@DVR 11/25-12/22	Electric Utility	170.00
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	ENVIRONMENTAL FEE	Electric Utility	90.31
01/09/2020	UNITED SITE SERVICES INC	00461023	114-9504766	WKLY SINK SRV@DVR 11/25-12/22	Electric Utility	170.00
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	RESTROOM RENT@LAF 11/7-12/4/19	Electric Utility	10.90
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	WKLY RSTRM SRV@LAF11/7-12/4/19	Electric Utility	55.00
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	DELIVERY, SET UP, REMOVAL	Electric Utility	43.61
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	2 SINK RENT@LAF 11/7-12/4/19	Electric Utility	21.80
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	WKLY SINK SRV@LAF11/7-12/4/19	Electric Utility	65.00
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	ENVIRONMENTAL FEE	Electric Utility	20.43
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	DAMAGE WAIVER	Electric Utility	7.95
01/09/2020	UNITED SITE SERVICES INC	00461024	114-9438041	DAMAGE WAIVER	Electric Utility	7.95
				Total for Payment No.:		1,168.35

**Payment No: 639655**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	UNIVAR SOLUTIONS USA INC	00461021	SJ977225	DVR CHEM DEL SOD HYP 12/12/19	Electric Utility	604.10
01/09/2020	UNIVAR SOLUTIONS USA INC	00461021	SJ977225	CALIFORNIA MILL FEE	Electric Utility	13.13

01/09/2020	UNIVAR SOLUTIONS USA INC	00461455	SJ977945	DVR CHEM DEL SOD BISUL12/18/19	Electric Utility	598.41
Total for Payment No.:						1,215.64

**Payment No: 639656**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	US CONFERENCE OF MAYORS	00461768	48063	USCM MEMBERSHIP YEAR 2020	General Fund	9,181.00
Total for Payment No.:						9,181.00

**Payment No: 639657**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	VALLEY POWER SYSTEMS INC	00461734	K55297	LABOR- V#3425 WO# 124838	Fleet Operation Fund	1,200.00
01/09/2020	VALLEY POWER SYSTEMS INC	00461735	K55295	LABOR- V#3423 WO# 124837	Fleet Operation Fund	1,200.00
01/09/2020	VALLEY POWER SYSTEMS INC	00461736	K55667	LABOR- V#2796 WO# 125702	Fleet Operation Fund	1,200.00
01/09/2020	VALLEY POWER SYSTEMS INC	00461737	K56041	LABOR- V#3447 WO# 126031	Fleet Operation Fund	1,150.56
01/09/2020	VALLEY POWER SYSTEMS INC	00461737	K56041	PARTS- V#3447 WO# 126031	Fleet Operation Fund	49.44
01/09/2020	VALLEY POWER SYSTEMS INC	00461738	K55456	LABOR- V#3445 WO# 126027	Fleet Operation Fund	1,200.00
01/09/2020	VALLEY POWER SYSTEMS INC	00461739	K55458	LABOR- V#3449 WO# 126028	Fleet Operation Fund	917.43
01/09/2020	VALLEY POWER SYSTEMS INC	00461739	K55458	PARTS- V#3449 WO# 126028	Fleet Operation Fund	282.57
01/09/2020	VALLEY POWER SYSTEMS INC	00461740	K55459	PARTS- V#3448 WO# 126030	Fleet Operation Fund	223.23
01/09/2020	VALLEY POWER SYSTEMS INC	00461740	K55459	LABOR- V#3448 WO# 126030	Fleet Operation Fund	976.77
Total for Payment No.:						8,400.00

**Payment No: 639658**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WALLACE ROBERTS & TODD	00461380	0001REV	Consultant services for Downto	General Government - Other	34,736.40
Total for Payment No.:						34,736.40

**Payment No: 639659**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WARDELL AUTO INTERIORS AND TOPS, LLC	00461741	6683	PARTS- V#3089 WO# 125895	Fleet Operation Fund	242.80
01/09/2020	WARDELL AUTO INTERIORS AND TOPS, LLC	00461741	6683	LABOR- V#3089 WO# 125895	Fleet Operation Fund	712.50
				Total for Payment No.:		955.30

**Payment No: 639660**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WEST COAST ARBORISTS INC	00461339	154394-A	CITY TREE MAINTENANCE	General Fund	16,556.00
01/09/2020	WEST COAST ARBORISTS INC	00461340	155303	CITY TREE MAINTENANCE	General Fund	14,807.00
				Total for Payment No.:		31,363.00

**Payment No: 639661**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WEST COAST CODE CONSULTANTS INC	00461504	219-011-004-01	Agreement for Plan Review Cont	General Fund	6,710.00
				Total for Payment No.:		6,710.00

**Payment No: 639662**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WEST PRO BUILDERS	00461761	33497JAN2020	Building Permit BLD2019-56937	General Fund	147.68
01/09/2020	WEST PRO BUILDERS	00461761	33497JAN2020	Electric Permit BLD2019-56937	General Fund	40.00
01/09/2020	WEST PRO BUILDERS	00461761	33497JAN2020	Mechanical Permit BLD2019-5693	General Fund	40.00
01/09/2020	WEST PRO BUILDERS	00461761	33497JAN2020	Plumbing Permit BLD2019-56937	General Fund	40.00
				Total for Payment No.:		267.68

**Payment No: 639663**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WESTWARD SALES INC	00461795	INV2967-1	18-PORT INDUSTRIAL MANAGED ETH	Electric Utility Construction	20,579.21

01/09/2020	WESTWARD SALES INC	00461795	INV2967-1	1.25GBPS ETHERNET SFP TRANSCEI	Electric Utility Construction	1,530.36
01/09/2020	WESTWARD SALES INC	00461795	INV2967-1	DIN-RAIL TO 19" RACK MOUNT ADA	Electric Utility Construction	1,320.86
01/09/2020	WESTWARD SALES INC	00461795	INV2967-1	SHIPPING	Electric Utility Construction	1,114.93
				Total for Payment No.:		24,545.36

**Payment No: 639664**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	WRA, INC.	00461341	23001-1-37937	PROFESSIONAL SERVICES- NOV 19	Storm Drain	2,878.13
				Total for Payment No.:		2,878.13

**Payment No: 639665**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZANKER RECYCLING	00461309	4670	REDWOOD SMALL BARK	General Fund	353.97
01/09/2020	ZANKER RECYCLING	00461323	4566	REDWOOD SMALL BARK	General Fund	3,893.67
				Total for Payment No.:		4,247.64

**Payment No: 639666**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZEP SALES & SERVICE	00461742	9004791894	PARTS- SHOP USE	Fleet Operation Fund	149.24
				Total for Payment No.:		149.24

**Payment No: 639667**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/09/2020	ZORO TOOLS INC.	00460967	INV6637627	Hydrolic Door Closer	General Fund	169.48
01/09/2020	ZORO TOOLS INC.	00460968	INV6641675	End Cap	General Fund	52.53
01/09/2020	ZORO TOOLS INC.	00460971	INV6705713	Bumper, door holder, tie downs	General Fund	477.62
01/09/2020	ZORO TOOLS INC.	00461085	INV6389773	CAR DOLLIES	General Fund	476.85

01/09/2020	ZORO TOOLS INC.	00461086	INV6415096	COUPLING	General Fund	73.20
01/09/2020	ZORO TOOLS INC.	00461087	INV6449824	NYLON COILED AIR HOSE	General Fund	142.40
01/09/2020	ZORO TOOLS INC.	00461088	INV6476608	MULTI PURPOSE DRIP	General Fund	91.62
01/09/2020	ZORO TOOLS INC.	00461089	INV6490255	PLUG IN RELAY	General Fund	148.54
01/09/2020	ZORO TOOLS INC.	00461090	INV6952713	MICRON FILTER CARTRIDGE	General Fund	71.64
01/09/2020	ZORO TOOLS INC.	00461400	INV6798799	METERING CARTRIDGE	General Fund	66.87
01/09/2020	ZORO TOOLS INC.	00461401	INV6798960	METERING SINGLE HOLE	General Fund	311.56
01/09/2020	ZORO TOOLS INC.	00461402	INV6814298	STANDARD DUTY COMBINATION	General Fund	65.39
01/09/2020	ZORO TOOLS INC.	00461403	INV6833930	SPINDLE	General Fund	1,393.20
				Total for Payment No.:		3,540.90
Overall Total						3,698,247.22





City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/14/2020  
Run Time 13:50:17 PM

Sorted by Payment Number

Payment No: 014757

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	3DEGREES GROUP INC	00462062	17786	SC GREEN POWER REC SUP NOV19	Electric Utility	31,036.84
01/16/2020	3DEGREES GROUP INC	00462062	17786	WEST/NAT WIND BULK REC NOV19	Electric Utility	1,591.25
				Total for Payment No.:		32,628.09

Payment No: 014758

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ADVANTAGE OFFICE SOLUTIONS INC	00462086	12562	IT BERMAN	Information Technology Service	240.00
				Total for Payment No.:		240.00

Payment No: 014759

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AIR FILTER SUPPLY INC	00462087	I396516	FILTERS	General Fund	54.10
01/16/2020	AIR FILTER SUPPLY INC	00462089	I396518	FILTERS	General Fund	75.13
				Total for Payment No.:		129.23

Payment No: 014760

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AIR PRODUCTS & CHEMICALS	00461866	412406787	PURCHASE OF CAPACITY DEC19	Electric Utility	48,000.00
				Total for Payment No.:		48,000.00

Payment No: 014761

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AMERICAN BEVERAGE EQUIPMENT	00462056	49592	JAN20 RENT FOR ICE MACHINE DVR	Electric Utility	200.00
				Total for Payment No.:		200.00

**Payment No: 014762**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ANIXTER INC.	00461869	4384056-03	CONNECTION BOLTS, TERM KIT	Electric Utility	8,257.84
01/16/2020	ANIXTER INC.	00462283	4429664-01	WIRE, BARE, CU, #4, SOLID, SOF	Electric Utility	222.36
01/16/2020	ANIXTER INC.	00462283	4429664-01	WIRE, 600V, CU, #2, 652 STR. \	Electric Utility	1,504.20
01/16/2020	ANIXTER INC.	00462285	4466632-00	CLAMP, GROUND, ROD, 5/8IN FOR	Electric Utility	1,771.25
01/16/2020	ANIXTER INC.	00462289	4301209-01	TERMINATION, 600A, HOT STANDOF	Electric Utility	1,771.25
				Total for Payment No.:		13,526.90

**Payment No: 014763**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ARINI GEOGRAPHICS LLC	00461953	000242	NFL ASSISTANCE NOV 2019	General Fund	124.75
01/16/2020	ARINI GEOGRAPHICS LLC	00461953	000242	GIS Common Operational Picture	General Fund	5,650.25
01/16/2020	ARINI GEOGRAPHICS LLC	00461953	000242	GIS Common Operational Picture	General Fund	11,132.50
01/16/2020	ARINI GEOGRAPHICS LLC	00461955	000243	NFL ASSISTANCE DECEMBER 2019	General Fund	3,850.00
01/16/2020	ARINI GEOGRAPHICS LLC	00461955	000243	GIS Common Operational Picture	General Fund	3,520.00
01/16/2020	ARINI GEOGRAPHICS LLC	00461955	000243	GIS Common Operational Picture	General Fund	1,136.25
				Total for Payment No.:		25,413.75

**Payment No: 014764**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BADGER METER INC	00461880	S1122288.001	SHUT OFF VALVES	Water Utility	10,434.24
				Total for Payment No.:		10,434.24

**Payment No: 014765**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BAKER & TAYLOR BOOKS	00461814	2034974988	1233 AD BK	General Fund	16.27
01/16/2020	BAKER & TAYLOR BOOKS	00461971	CI224553	1241 AD BK	General Fund	1,000.26
				Total for Payment No.:		1,016.53

**Payment No: 014766**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BAY AREA DATA SUPPLY	00461654	206523	Bureu Supplies - Toner	General Fund	513.39
				Total for Payment No.:		513.39

**Payment No: 014767**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BAYWA R.E. SOLAR PROJECTS, LLC	00461870	66381-03/66317-03 CPV DEC-2019	PBI DEC-19 PYMT #21 PR II TWRS	Elec OperatingGrant Trust Fund	4,921.38
				Total for Payment No.:		4,921.38

**Payment No: 014768**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BELL ELECTRICAL SUPPLY	00461882	5612303	ELECTRICAL PARTS	Electric Utility	828.78
				Total for Payment No.:		828.78

**Payment No: 014769**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BOATMAN-JACKLIN INC.	00461874	62112-02 CPV DEC-2019	PBI SOLAR PROD PYMT #34 DEC-19	Elec OperatingGrant Trust Fund	435.93
				Total for Payment No.:		435.93

**Payment No: 014770**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	BOUNDTREE MEDICAL LLC	00462004	83450168	CPR POCKET MASKS - PD	General Fund	481.00
01/16/2020	BOUNDTREE MEDICAL LLC	00462006	83448816	MEDICAL SUPPLIES	General Fund	2,562.60
01/16/2020	BOUNDTREE MEDICAL LLC	00462007	83448817	MEDICAL SUPPLIES	General Fund	58.22
01/16/2020	BOUNDTREE MEDICAL LLC	00462008	83445743	MEDICAL SUPPLIES	General Fund	304.85
				Total for Payment No.:		3,406.67

**Payment No: 014771**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BUCKLES-SMITH	00461797	3179640-00	PN#ALB100K05ZJ10 IEC CONTACTOR	Electric Utility	113.80
				Total for Payment No.:		113.80

**Payment No: 014772**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CINTAS CORP #630	00461585	630807414	UNIFORM ADVANTAGE	General Fund	35.00
01/16/2020	CINTAS CORP #630	00461586	630807415	UNIFORM ADVANTAGE	General Fund	422.80
01/16/2020	CINTAS CORP #630	00461586	630807415	SANIS SCENT CLIP	General Fund	4.44
01/16/2020	CINTAS CORP #630	00461588	630807416	NEUTRAL FLR CLNR	General Fund	36.47
01/16/2020	CINTAS CORP #630	00461756	630804121	UNIFORM ADVANTAGE	General Fund	67.54
01/16/2020	CINTAS CORP #630	00461757	630804125	NEUTRAL FLR CLNR	General Fund	36.47
01/16/2020	CINTAS CORP #630	00461857	630806829	STREET UNIFORMS	General Fund	333.25
01/16/2020	CINTAS CORP #630	00461857	630806829	FLEET UNIFORMS	Fleet Operation Fund	144.09
01/16/2020	CINTAS CORP #630	00461857	630806829	STREET UNIFORMS	General Fund	21.29
01/16/2020	CINTAS CORP #630	00461857	630806829	FLEET UNIFORMS	Fleet Operation Fund	9.20
01/16/2020	CINTAS CORP #630	00461858	630813074	STREET UNIFORMS	General Fund	333.25
01/16/2020	CINTAS CORP #630	00461858	630813074	FLEET UNIFORMS	Fleet Operation Fund	144.09
01/16/2020	CINTAS CORP #630	00461858	630813074	STREET UNIFORMS	General Fund	21.29
01/16/2020	CINTAS CORP #630	00461858	630813074	FLEET UNIFORMS	Fleet Operation Fund	9.20
01/16/2020	CINTAS CORP #630	00461859	630813075	STREET SWEATSHIRTS	General Fund	58.93
01/16/2020	CINTAS CORP #630	00461885	630788523	UNIFORM SERVICES	General Fund	96.78

01/16/2020	CINTAS CORP #630	00461888	630793915	UNIFORM SERVICES	General Fund	96.78
01/16/2020	CINTAS CORP #630	00461890	630799204	UNIFORM SERVICES	General Fund	102.78
01/16/2020	CINTAS CORP #630	00461892	630804902	UNIFORM SERVICES	General Fund	108.23
01/16/2020	CINTAS CORP #630	00462065	630762958	WATER DEPT UNIFORM SERVICE	Water Utility	289.58
01/16/2020	CINTAS CORP #630	00462065	630762958	WATER DEPT UNIFORM SERVICE	Sewer Utility	289.57
01/16/2020	CINTAS CORP #630	00462072	630770368	WATER DEPT UNIFORM SERVICE	Water Utility	299.39
01/16/2020	CINTAS CORP #630	00462072	630770368	WATER DEPT UNIFORM SERVICE	Sewer Utility	299.38
01/16/2020	CINTAS CORP #630	00462073	630777239	WATER DEPT UNIFORM SERVICE	Water Utility	376.04
01/16/2020	CINTAS CORP #630	00462073	630777239	WATER DEPT UNIFORM SERVICE	Sewer Utility	376.03
01/16/2020	CINTAS CORP #630	00462074	630783950	WATER DEPT UNIFORM SERVICE	Water Utility	290.91
01/16/2020	CINTAS CORP #630	00462074	630783950	WATER DEPT UNIFORM SERVICE	Sewer Utility	290.90
01/16/2020	CINTAS CORP #630	00462075	630789472	WATER DEPT UNIFORM SERVICE	Water Utility	290.16
01/16/2020	CINTAS CORP #630	00462075	630789472	WATER DEPT UNIFORM SERVICE	Sewer Utility	290.15
01/16/2020	CINTAS CORP #630	00462076	630794941	WATER DEPT UNIFORM SERVICE	Water Utility	302.23
01/16/2020	CINTAS CORP #630	00462076	630794941	WATER DEPT UNIFORM SERVICE	Sewer Utility	302.23
01/16/2020	CINTAS CORP #630	00462078	630800163	WATER DEPT UNIFORM SERVICE	Water Utility	292.41
01/16/2020	CINTAS CORP #630	00462078	630800163	WATER DEPT UNIFORM SERVICE	Sewer Utility	292.40
01/16/2020	CINTAS CORP #630	00462080	630805902	WATER DEPT UNIFORM SERVICE	Water Utility	290.16
01/16/2020	CINTAS CORP #630	00462080	630805902	WATER DEPT UNIFORM SERVICE	Sewer Utility	290.15
01/16/2020	CINTAS CORP #630	00462097	630799202	UNIFORMS	General Fund	64.87
01/16/2020	CINTAS CORP #630	00462098	630804900	UNIFORMS	General Fund	142.91
01/16/2020	CINTAS CORP #630	00462099	630810923	UNIFORMS	General Fund	64.87
01/16/2020	CINTAS CORP #630	00462100	630814523	UNIFORMS	General Fund	93.44
01/16/2020	CINTAS CORP #630	00462101	630817476	UNIFORMS	General Fund	64.87
01/16/2020	CINTAS CORP #630	00462102	630808097	UNIFORMS	General Fund	93.44
01/16/2020	CINTAS CORP #630	00462103	630802294	UNIFORMS	General Fund	93.44
				Total for Payment No.:		7,561.41

Payment No: 014773

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	COMPLIANCE SERVICES INC	00462052	2019-426	DOT PIPELINE O&M DVR DEC19	Electric Utility	6,800.00
				Total for Payment No.:		6,800.00

**Payment No: 014774**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	COUNTY OF SANTA CLARA	00461852	1800070742COR	EOD November 2019	General Fund	27,730.58
				Total for Payment No.:		27,730.58

**Payment No: 014775**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CPMAXIS INC	00462135	SVP20191231	FRT/MID/BCK OFC SYS SUPT DEC19	Electric Utility	12,496.00
				Total for Payment No.:		12,496.00

**Payment No: 014776**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	DALEO INC	00461801	SV7126-01	MTCE/REPAIR U/G SUBSTRUCTURES	Electric Utility	2,997.03
				Total for Payment No.:		2,997.03

**Payment No: 014777**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	EMPLOYMENT SCREENING RESOURCES	00461850	201668	THREE NERC, TWO REGULAR BACKGR	General Fund	205.75
				Total for Payment No.:		205.75

**Payment No: 014778**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ESOSOFT CORP	00461842	102101	ML CLASSICO (KEYACCOUNTS)	Electric Utility	32.72
01/16/2020	ESOSOFT CORP	00461842	102101	ML CLASSICO (KEYACCOUNTSPAGIN)	Electric Utility	32.72

01/16/2020	ESOSOFT CORP	00461842	102101	ML CLASSICO (ENERGYALERT)	Electric Utility	32.72
01/16/2020	ESOSOFT CORP	00461842	102101	ML CLASSICO (COGENSTEAM)	Electric Utility	32.72
01/16/2020	ESOSOFT CORP	00461842	102101	ML CLASSICO (POWERPOOL)	Electric Utility	32.72
				Total for Payment No.:		163.60

**Payment No: 014779**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	FRIANT POWER AUTHORITY	00462122	775	ENERGY PURCH (HYDRO1) DEC19	Electric Utility	72,671.52
01/16/2020	FRIANT POWER AUTHORITY	00462122	775	ENERGY PURCH (HYDRO2) DEC19	Electric Utility	321,916.29
				Total for Payment No.:		394,587.81

**Payment No: 014780**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	G2 ENERGY OSTROM ROAD LLC	00462120	SVP 12-19	ENERGY (LANDFILL GAS) DEC19	Electric Utility	88,273.41
				Total for Payment No.:		88,273.41

**Payment No: 014781**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	January20 Rent 881	Electric Utility	43,328.89
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	January20 Rent 881	Elec OperatingGrant Trust Fund	2,765.67
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	Com Area 881 Martin Dec19	Electric Utility	1,852.54
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	Com Area 881 Martin Dec19	Elec OperatingGrant Trust Fund	118.25
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	PG&E 881 Martin Nov19	Electric Utility	1,463.33
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	PG&E 881 Martin Nov19	Elec OperatingGrant Trust Fund	93.40
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	SC Util water/sewer/fire Oct19	Electric Utility	973.77
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	SC Util water/sewer/fire Oct19	Elec OperatingGrant Trust Fund	62.16
01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	SC Util Electric Nov19	Electric Utility	7,703.26

01/16/2020	GAHRAHMAT FAMILY LTD II	00462139	GFLP2-9791	SC Util Electric Nov19	Elec OperatingGrant Trust Fund	491.70
Total for Payment No.:						58,852.97

**Payment No: 014782**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GRAINGER-SAN JOSE	00461765	9393809026	SHOP VACUUM	General Fund	370.05
01/16/2020	GRAINGER-SAN JOSE	00461769	9394060546	ROUND CABLE STRAP	General Fund	5.10
01/16/2020	GRAINGER-SAN JOSE	00461898	9386737390	ANTISEPTIC	Electric Utility	134.04
01/16/2020	GRAINGER-SAN JOSE	00461898	9386737390	ANTISEPTIC	Electric Utility	134.05
01/16/2020	GRAINGER-SAN JOSE	00461904	9388889074	ANTISEPTIC	Electric Utility	-134.04
01/16/2020	GRAINGER-SAN JOSE	00461904	9388889074	ANTISEPTIC	Electric Utility	-134.05
01/16/2020	GRAINGER-SAN JOSE	00461906	9377808309	WATER PARTS	Sewer Utility	146.78
01/16/2020	GRAINGER-SAN JOSE	00461909	9380536251	WELDED CONNECTOR RING	Electric Utility	13.62
01/16/2020	GRAINGER-SAN JOSE	00461909	9380536251	WELDED CONNECTOR RING	Electric Utility	13.63
01/16/2020	GRAINGER-SAN JOSE	00461911	9381506840	LIGHT BULB	Electric Utility	30.87
01/16/2020	GRAINGER-SAN JOSE	00461913	9377996021	PRE-MOISTENED TISSUES	Electric Utility	25.83
01/16/2020	GRAINGER-SAN JOSE	00461913	9377996021		Water Utility	25.83
01/16/2020	GRAINGER-SAN JOSE	00461916	9387742050	ANTISEPTIC	Electric Utility	72.18
01/16/2020	GRAINGER-SAN JOSE	00461916	9387742050		Water Utility	72.19
01/16/2020	GRAINGER-SAN JOSE	00462015	9388403579	PARTS - STOCK	Fleet Operation Fund	256.28
01/16/2020	GRAINGER-SAN JOSE	00462016	9389821373	PARTS- SHOP USE	Fleet Operation Fund	11.33
01/16/2020	GRAINGER-SAN JOSE	00462293	9383274975	BUCKET, CANVAS, NON-METALLIC,	Electric Utility	903.61
01/16/2020	GRAINGER-SAN JOSE	00462293	9383274975	CLEANER \& DEGREASER, LIGHT DU	Electric Utility	70.72
01/16/2020	GRAINGER-SAN JOSE	00462293	9383274975	WRENCH, 12IN ADJUSTABLE KLEIN	Electric Utility	516.40
01/16/2020	GRAINGER-SAN JOSE	00462293	9383274975	UTILITY KNIFE WITH QUICK CHANG	Electric Utility	93.00
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	PLIERS, CHANNEL LOCK #420G. G	Electric Utility	187.76
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	FISH TAPE, 200FTX1/8INX.060IN	Electric Utility	70.83
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	STRAP, CHIN, TO FIT BULLARD HA	Electric Utility	21.68
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST, DRILL, STRAIGHT SH	Electric Utility	16.35



01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST DRILL, STRAIGHT SHA	Electric Utility	39.94
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST DRILL, STRAIGHT SHA	Electric Utility	40.68
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST, DRILL, STRAIGHT SH	Electric Utility	19.49
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST, DRILL, STRAIGHT SH	Electric Utility	27.14
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST, DRILL, STRAIGHT SH	Electric Utility	25.87
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	BIT, TWIST, DRILL, STRAIGHT SH	Electric Utility	33.91
01/16/2020	GRAINGER-SAN JOSE	00462294	9390698380	PLIERS, 9IN SIDE CUTTING KLEIN	Electric Utility	745.94
				Total for Payment No.:		3,857.01

**Payment No: 014783**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GREEN HALO SYSTEMS	00461861	2344	HOSTING MAINTENANCE	Solid Waste Program	459.72
				Total for Payment No.:		459.72

**Payment No: 014784**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	IMPERIAL SPRINKLER SUPPLY INC	00461862	4005466-00	LANDSCAPING SUPPLIES	General Fund	54.42
01/16/2020	IMPERIAL SPRINKLER SUPPLY INC	00461863	4009964-00	LANDSCAPING SUPPLIES	General Fund	101.36
01/16/2020	IMPERIAL SPRINKLER SUPPLY INC	00461864	4007340-00	LANDSCAPING SUPPLIES	General Fund	555.21
01/16/2020	IMPERIAL SPRINKLER SUPPLY INC	00461886	3983901-00	IMPERIAL SPRINKLER SUPPLY	Sewer Utility	57.78
				Total for Payment No.:		768.77

**Payment No: 014785**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	1241 AD BK	General Fund	2,024.81
01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	1231 Juv BK	General Fund	1,740.05
01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	1232 YA BK	General Fund	117.72
01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	1233 AD/Juv BK	General Fund	265.80
01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	1236 Juv BK	General Fund	27.18

01/16/2020	INGRAM LIBRARY SERVICES INC	00461819	43323255	IPAGE REVIEWS	General Fund	350.00
01/16/2020	INGRAM LIBRARY SERVICES INC	00461821	43323275	1235 AD/Juv BK	General Fund	470.04
				Total for Payment No.:		4,995.60

**Payment No: 014786**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	JENNIE VUONG	00462280	29696NOV2019	REIMB-RECORDS CLERK COURSE	General Fund	353.00
				Total for Payment No.:		353.00

**Payment No: 014787**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	JOHN'S SALT SERVICE INC	00461792	SEPT,OCT,NOV, DEC	SALT BIN RENT SEPT-DEC19	Electric Utility	654.00
				Total for Payment No.:		654.00

**Payment No: 014788**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	JOINT VENTURE:SILICON VALLEY	00461840	477SOVsvp	BRONZE SPON 2020 ST VLLY CONF.	Electric Utility	5,000.00
				Total for Payment No.:		5,000.00

**Payment No: 014789**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	JP GRAPHICS INC	00461879	62031-03 CPV DEC-2019 FINAL PY	PBI SOLAR PROD PYMT #60 DEC-19	Elec OperatingGrant Trust Fund	974.70
01/16/2020	JP GRAPHICS INC	00461887	85999	CABLE TAGS	Electric Utility	1,130.88
				Total for Payment No.:		2,105.58

**Payment No: 014790**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KUEHNE CONSTRUCTION	00462105	19-147	BUILD MAINT SHOP	General Fund	580.00

01/16/2020	KUEHNE CONSTRUCTION	00462106	19-148	HARRIS LASS GLASS	Public Buildings	2,240.45
Total for Payment No.:						2,820.45
<b>Payment No: 014791</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	LPA, INC.	00459031	92728	Add'l services Authorization	Parks And Recreation	29,215.00
01/16/2020	LPA, INC.	00459031	92728	RETENTION	Parks And Recreation	-2,921.50
Total for Payment No.:						26,293.50
<b>Payment No: 014792</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	MARIN CLEAN ENERGY	00462114	SVP-1119	CISO CHG SC SVC G2-1 DEC19	Electric Utility	53,943.00
01/16/2020	MARIN CLEAN ENERGY	00462114	SVP-1119	CISO CHG SC SVC G2-1 DEC19	Electric Utility	-383.43
Total for Payment No.:						53,559.57
<b>Payment No: 014793</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	MBL & SONS, INC	00461871	75175-01 CPV DEC-2019	ST JUSTIN PBI PYMT #17 DEC-19	Elec OperatingGrant Trust Fund	441.97
01/16/2020	MBL & SONS, INC	00461872	63467-01 CPV DEC-2019	ST LAWRNC PBI PYMT #22 DEC-19	Elec OperatingGrant Trust Fund	1,365.04
Total for Payment No.:						1,807.01
<b>Payment No: 014794</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	MIDWEST TAPE LLC	00461818	98419839	1241 AD DB	General Fund	8,967.55
Total for Payment No.:						8,967.55
<b>Payment No: 014795</b>						

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MILTON SECURITY GROUP LLC	00462145	Q31270	CYBER SECURITY/SSG SUPPORT	Electric Utility	7,888.00
01/16/2020	MILTON SECURITY GROUP LLC	00462146	Q31271	AMI/MDMS PROJECT SUPPORT	Electric Utility Construction	7,200.00
01/16/2020	MILTON SECURITY GROUP LLC	00462147	Q31272	COULTER,ETHAN 12/28/19-1/10/20	Electric Utility	9,280.00
				Total for Payment No.:		24,368.00

**Payment No: 014796**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	3,488.25
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	5,856.44
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	1,612.68
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	1,182.54
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	55.15
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	General Fund	1,322.56
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Electric Utility	2,036.56
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Electric Utility	994.00
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Water Utility	1,018.28
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Cemetery	1,018.60
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Solid Waste Program	651.66
01/16/2020	MISSION TRAIL WASTE SYSTEMS	00461867	0000435937	GARBAGE BIN BILLING DEC-19	Electric Utility	445.67
				Total for Payment No.:		19,682.39

**Payment No: 014797**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MT TIRE SERVICE	00462018	12648	TIRES V2344 WO 126125	Fleet Operation Fund	353.16
01/16/2020	MT TIRE SERVICE	00462018	12648	CA TIRE TAX V2344 WO 126125	Fleet Operation Fund	3.50
01/16/2020	MT TIRE SERVICE	00462018	12648	LABOR V2344 WO 126125	Fleet Operation Fund	60.00
01/16/2020	MT TIRE SERVICE	00462019	12730	LABOR FLEET SERVICE	Fleet Operation Fund	120.00
01/16/2020	MT TIRE SERVICE	00462020	12770	LABOR-FLEET SERVICE	Fleet Operation Fund	120.00

01/16/2020	MT TIRE SERVICE	00462021	12749	LABOR-MD V3224 WO 126164	Fleet Operation Fund	60.00
01/16/2020	MT TIRE SERVICE	00462022	12566	FLEET SERVICE	Fleet Operation Fund	120.00
01/16/2020	MT TIRE SERVICE	00462023	12478	LABOR-FLEET	Fleet Operation Fund	120.00
01/16/2020	MT TIRE SERVICE	00462024	12472	LABOR-FR V3224 WO 125917	Fleet Operation Fund	35.00
01/16/2020	MT TIRE SERVICE	00462025	12510	LABOR-MD V3288 WO 125994	Fleet Operation Fund	180.00
01/16/2020	MT TIRE SERVICE	00462026	12511	LABOR-FR V3202 WO 125928	Fleet Operation Fund	25.00
01/16/2020	MT TIRE SERVICE	00462026	12511	SERVICE CALL V3202 WO 125928	Fleet Operation Fund	85.00
01/16/2020	MT TIRE SERVICE	00462027	12512	LABOR-FR V3256 WO 125996	Fleet Operation Fund	35.00
01/16/2020	MT TIRE SERVICE	00462028	12663	LABOR-FR V3256 WO 125981	Fleet Operation Fund	35.00
01/16/2020	MT TIRE SERVICE	00462029	12667	LABOR-FR V3224 WO 125882	Fleet Operation Fund	35.00
01/16/2020	MT TIRE SERVICE	00462030	12647	LABOR-FLEET	Fleet Operation Fund	120.00
				Total for Payment No.:		1,506.66

**Payment No: 014798**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	NVIDIA CORP	00461877	63037-04 CPV DEC-2019	PBI SOLAR PROD PYMT #34 DEC-19	Elec OperatingGrant Trust Fund	2,661.32
				Total for Payment No.:		2,661.32

**Payment No: 014799**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	OFF THE WALL SOCCER	00461875	63154-02 CPV DEC-2019	PBI SOLAR PROD PYMT #34 DEC-19	Elec OperatingGrant Trust Fund	610.15
				Total for Payment No.:		610.15

**Payment No: 014800**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	OVERDRIVE INC	00461973	00910DA19250351	1241 AD EBK	General Fund	26.99
01/16/2020	OVERDRIVE INC	00461974	00910DA19251963	1241 AD EBK	General Fund	262.00
01/16/2020	OVERDRIVE INC	00461975	00910CO20000749	1241 AD EBK	General Fund	217.47

01/16/2020	OVERDRIVE INC	00461976	00910DA20003434	1241 AD EBK	General Fund	221.49
Total for Payment No.:						727.95
<b>Payment No: 014801</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	PARS/GASB 45	00461963	14589JAN2020	MONTHLY CONTRIB JAN 2020	OPEB Plan Trust Fund	295,500.00
Total for Payment No.:						295,500.00
<b>Payment No: 014802</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	PENINSULA BUILDING MATERIALS	00460980	151	YARDS OLYMPIA	General Fund	376.05
01/16/2020	PENINSULA BUILDING MATERIALS	00461771	152	YARDS OLYMPIA	General Fund	125.35
Total for Payment No.:						501.40
<b>Payment No: 014803</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	PG&E	00462053	3847680626-0 DEC2019	ELEC SVC GRZ INTAKE TWR DEC19	Electric Utility	755.87
Total for Payment No.:						755.87
<b>Payment No: 014804</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	PG&E	00462066	3135894939-9 DEC2019	ELE SVC BENICIA PUMPHOUS DEC19	Electric Utility	25.68
01/16/2020	PG&E	00462068	3219228267-4 DEC2019	ELE SVC BENICIA HOUSE DEC19	Electric Utility	5.21
01/16/2020	PG&E	00462112	8311198632-5 DEC 2019	2019 DEC GUADALUPE CHART	Sewer Utility	10.72
01/16/2020	PG&E	00462119	8978316890-2 DEC 2019	2019 DEC SJ TREATMENT PLANT	Sewer Utility	27.92
Total for Payment No.:						69.53
<b>Payment No: 014805</b>						

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	POWER SYSTEMS OPERATIONS	00462136	1241	VERA VALIDATION UPDATES DEC19	Electric Utility	16,118.81
				Total for Payment No.:		16,118.81

**Payment No: 014806**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PRAXAIR DISTRIBUTION INC	00462037	93830222	CYLINDER RENT SHOP USE	Fleet Operation Fund	19.50
01/16/2020	PRAXAIR DISTRIBUTION INC	00462037	93830222	SAFETY & ENVIRON FEE SHOP USE	Fleet Operation Fund	11.45
01/16/2020	PRAXAIR DISTRIBUTION INC	00462050	94070246	IND LIQUID 200-300 LT	Electric Utility	297.48
01/16/2020	PRAXAIR DISTRIBUTION INC	00462050	94070246	SPEC HIGH PRESSURE>100CF	Electric Utility	24.75
01/16/2020	PRAXAIR DISTRIBUTION INC	00462050	94070246	SAFETY/ENVIRONMENTAL FEE	Electric Utility	25.45
				Total for Payment No.:		378.63

**Payment No: 014807**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PREEMINENT SOLUTIONS INC	00462148	4105	ASSESS IT ENVIRONMENT-MS 5	Electric Utility	15,000.00
				Total for Payment No.:		15,000.00

**Payment No: 014808**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	REFRIGERATION SUPPLIES DISTRIB	00462107	82040882-00	CH COOLING TOWER	General Fund	670.27
				Total for Payment No.:		670.27

**Payment No: 014809**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	RELIABILITY OPTIMIZATION INC	00462057	19-00095	PDM SERVICES COGEN DEC19	Electric Utility	1,993.00
01/16/2020	RELIABILITY OPTIMIZATION INC	00462058	19-00094	PDM SERVICES DVR DEC19	Electric Utility	5,126.00
				Total for Payment No.:		7,119.00

**Payment No: 014810**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	REVEL ENVIRONMENTAL MFG INC	00462038	44043	SERVICE 129 FILTERS DEC 2019	General Fund	7,224.00
				Total for Payment No.:		7,224.00

**Payment No: 014811**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ROBERT M MAHOWALD	00462127	22436RP	FINANCE REMODEL	Public Buildings	26,467.47
				Total for Payment No.:		26,467.47

**Payment No: 014812**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SC FUELS	00462039	4166617	UNLEADED PD TANK 71	Fleet Operation Fund	15,566.46
				Total for Payment No.:		15,566.46

**Payment No: 014813**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	STAPLES ADVANTAGE	00461929	8056824046-BLDGINSP	OFFICE SUPPLIES	General Fund	342.96
01/16/2020	STAPLES ADVANTAGE	00461929	8056824046-BLDGINSP	NON TAXABLE	General Fund	9.48
01/16/2020	STAPLES ADVANTAGE	00461930	8056824046-CEMETERY	OFFICE SUPPLIES	Cemetery	45.41
01/16/2020	STAPLES ADVANTAGE	00461931	8056824046-CITYATTY	OFFICE SUPPLIES	General Fund	137.22
01/16/2020	STAPLES ADVANTAGE	00461932	8056824046-CITYCLERK	OFFICE SUPPLIES	General Fund	162.82
01/16/2020	STAPLES ADVANTAGE	00461933	8056824046-CMO	OFFICE SUPPLIES	General Fund	362.45
01/16/2020	STAPLES ADVANTAGE	00461934	8056824046-ELECGEN	OFFICE SUPPLIES	Electric Utility	443.63
01/16/2020	STAPLES ADVANTAGE	00461935	8056824046-ELECRES	OFFICE SUPPLIES	Electric Utility	59.78
01/16/2020	STAPLES ADVANTAGE	00461935	8056824046-ELECRES	OFFICE SUPPLIES	Electric Utility	276.55
01/16/2020	STAPLES ADVANTAGE	00461936	8056824046-ELECYARD	OFFICE SUPPLIES	Electric Utility	17.96
01/16/2020	STAPLES ADVANTAGE	00461936	8056824046-ELECYARD	OFFICE SUPPLIES	Electric Utility	14.42
01/16/2020	STAPLES ADVANTAGE	00461936	8056824046-ELECYARD	OFFICE SUPPLIES	Electric Utility	131.29



01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	74.89
01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	74.89
01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	74.89
01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	-88.82
01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	74.89
01/16/2020	STAPLES ADVANTAGE	00461937	8056824046-ENG	OFFICE SUPPLIES	General Fund	103.24
01/16/2020	STAPLES ADVANTAGE	00461938	8056824046-FINANCE	OFFICE SUPPLIES	General Fund	154.18
01/16/2020	STAPLES ADVANTAGE	00461939	8056824046-FIRE	OFFICE SUPPLIES	General Fund	32.12
01/16/2020	STAPLES ADVANTAGE	00461939	8056824046-FIRE	OFFICE SUPPLIES	General Fund	9.18
01/16/2020	STAPLES ADVANTAGE	00461939	8056824046-FIRE	OFFICE SUPPLIES	General Fund	136.66
01/16/2020	STAPLES ADVANTAGE	00461940	8056824046-HCS	OFFICE SUPPLIES	General Fund	316.87
01/16/2020	STAPLES ADVANTAGE	00461941	8056824046-HR	OFFICE SUPPLIES	General Fund	432.22
01/16/2020	STAPLES ADVANTAGE	00461942	8056824046-PARKCH	OFFICE SUPPLIES	General Fund	87.77
01/16/2020	STAPLES ADVANTAGE	00461943	8056824046-PARK CRC	OFFICE SUPPLIES	General Fund	136.95
01/16/2020	STAPLES ADVANTAGE	00461944	8056824046-PARK TEEN	OFFICE SUPPLIES	General Fund	145.14
01/16/2020	STAPLES ADVANTAGE	00461945	8056824046-PARK YAC	OFFICE SUPPLIES	General Fund	300.96
01/16/2020	STAPLES ADVANTAGE	00461946	8056824046-PARKYARD	OFFICE SUPPLIES	General Fund	59.42
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	43.43
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	60.43
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	32.69
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	25.92
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	21.24
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	14.81
01/16/2020	STAPLES ADVANTAGE	00461947	8056824046-PLANNING	OFFICE SUPPLIES	General Fund	-14.81
01/16/2020	STAPLES ADVANTAGE	00461948	8056824046-POLICEDET	OFFICE SUPPLIES	General Fund	131.73
01/16/2020	STAPLES ADVANTAGE	00461948	8056824046-POLICEDET	OFFICE SUPPLIES	General Fund	244.98
01/16/2020	STAPLES ADVANTAGE	00461949	8056824046-WATER	OFFICE SUPPLIES	Sewer Utility	29.12
01/16/2020	STAPLES ADVANTAGE	00461949	8056824046-WATER	OFFICE SUPPLIES	Water Utility	29.13
Total for Payment No.:						4,748.09

**Payment No: 014814**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TECHNOLOGY, ENGINEERING & CONSTRUCTION	00461912	198768	MONTHLY INSPECTION- DEC 19	Fleet Operation Fund	375.00
01/16/2020	TECHNOLOGY, ENGINEERING & CONSTRUCTION	00461914	198803	SERVICE CALL- SC POLICE	Fleet Operation Fund	150.00
01/16/2020	TECHNOLOGY, ENGINEERING & CONSTRUCTION	00461914	198803	3/4" HUSKY NOZZLE	Fleet Operation Fund	119.53
				Total for Payment No.:		644.53

**Payment No: 014815**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TIFCO INDUSTRIES	00461915	71520454	STORM DRAIN SUPPLIES	General Fund	584.20
01/16/2020	TIFCO INDUSTRIES	00462041	71512529	PARTS-SHOP USE	Fleet Operation Fund	1,096.09
				Total for Payment No.:		1,680.29

**Payment No: 014816**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	DEBT SERVICE (TANC) FEB20	Electric Utility	119,902.00
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	DEBT SERVICE (SOT) JAN20	Electric Utility	3,461.00
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	TANC A&G FEB20	Electric Utility	112,757.00
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	COTP O&M AUG19	Electric Utility	158,682.00
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	SOT FAC CHARGE DEC19	Electric Utility	4,057.83
01/16/2020	TRANSMISSION AGENCY OF NORTHERN CA	00462123	DECEMBER 2019	SOT ADMINISTRATIVE COSTS NOV19	Electric Utility	5,001.18
				Total for Payment No.:		403,861.01

**Payment No: 014817**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TRANSPAC SYSTEMS, LLC	00462060	541	IT CONSULTING	Information Technology Service	2,975.00
				Total for Payment No.:		2,975.00

**Payment No: 014818**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	UNISYS CORP	00462276	M1912008	INFORMATION TECHNOLOGY SERVICE	General Fund	969.78
01/16/2020	UNISYS CORP	00462276	M1912008	INFORMATION TECHNOLOGY SERVICE	Information Technology Service	650,734.38
				Total for Payment No.:		651,704.16

**Payment No: 014819**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	UNIVERSAL SITE SERVICES	00462130	190029695	SCCC SPECIAL	Convention Cnt Maintenance Dis	165.00
01/16/2020	UNIVERSAL SITE SERVICES	00462131	190029734	SCCC SPECIAL	Convention Cnt Maintenance Dis	245.00
				Total for Payment No.:		410.00

**Payment No: 014820**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	VANTAGE DATA CENTERS	00462046	1341rev1	CARRIER ACCESS JAN20 737MATHEW	Electric Utility	400.00
01/16/2020	VANTAGE DATA CENTERS	00462047	1330rev1	CARRIER ACCESS JAN20 2897 NORT	Electric Utility	400.00
				Total for Payment No.:		800.00

**Payment No: 014821**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	WESCO DISTRIBUTION	00461881	62602-01 CPV DEC-2019	PBI SOLAR PROD PYMT #25 DEC-19	Elec OperatingGrant Trust Fund	382.19
				Total for Payment No.:		382.19

**Payment No: 014822**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	WESTERN STATES OIL CO	00462042	435464	FUEL PD MOTORCYCLS TANK 91	Fleet Operation Fund	174.05
				Total for Payment No.:		174.05

**Payment No: 014823**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	WILLIAMS SCOTSMAN INC	00462141	7410739	CONTAINER RENTAL JAN18	Electric Utility Construction	368.64
01/16/2020	WILLIAMS SCOTSMAN INC	00462142	7411468	CONTAINER RENTAL SERRA JAN20	Electric Utility Construction	367.71
				Total for Payment No.:		736.35
				Overall Total		2,356,162.59



City of Santa Clara  
List of All Bills and Claims Approved for Payment

Run Date 1/14/2020  
Run Time 10:14:29 AM

Sorted by Payment Number

Payment No: 639668

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CHEN, CHIEN	00443950	59566-03 Utility Refund	UTILITY REFUND	General Fund	145.12
				Total for Payment No.:		145.12

Payment No: 639669

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CLAIRE MARGARET	00462210	PRCK#83681	REPLACE OUTDATED PRCK#83681	Payroll Liability&ClearingAcct	281.02
				Total for Payment No.:		281.02

Payment No: 639670

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GLASS, JEFFERY	00438620	28379-03 Utility Refund	UTILITY REFUND	General Fund	18.50
01/16/2020	GLASS, JEFFERY	00438621	28380-02 Utility Refund	UTILITY REFUND	General Fund	48.64
				Total for Payment No.:		67.14

Payment No: 639671

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GREGORY LATZ	00462279	32166JAN2020	REIMB-RAINGEAR	General Fund	120.00
				Total for Payment No.:		120.00

Payment No: 639672

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	ISRAEL GOLD	00439596	24872-20 Utility Refund	UTILITY REFUND	General Fund	33.98
Total for Payment No.:						33.98

**Payment No: 639673**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KHENG SOK	00461570	19697DEC2019	FY19/20 RAINGEAR	General Fund	120.97
Total for Payment No.:						120.97

**Payment No: 639674**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KONSTANTIN KHEYFETS	00461965	26325JAN2020	RAIN GEAR/BOOT REIMBURSEMENT	General Fund	178.99
Total for Payment No.:						178.99

**Payment No: 639675**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	LAUREN N DECELLE	00462203	PRCK#85700	REPLACE OUTDATED PRCK#85700	Payroll Liability&ClearingAcct	528.35
Total for Payment No.:						528.35

**Payment No: 639676**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MAURICE D TURNER	00462278	33498JAN2020	REIMB FOR OVERPAYMENT	Cemetery	3.60
Total for Payment No.:						3.60

**Payment No: 639677**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MCCARTHY BUILDING COMPANIES	00439605	24478-15 Utility Refund	UTILITY REFUND	General Fund	218.71
Total for Payment No.:						218.71

**Payment No: 639678**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MORITO KANEDA	00443947	49564-09 Utility Refund	UTILITY REFUND	General Fund	91.83
				Total for Payment No.:		91.83

**Payment No: 639679**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SANTA CLARA VALLEY TRANSP AUTH	00461823	2485JAN2020	RESTRICTED ACCESS PERMIT FEE	General Fund	3,050.00
01/16/2020	SANTA CLARA VALLEY TRANSP AUTH	00461823	2485JAN2020	TRAINING FEES	General Fund	1,700.00
				Total for Payment No.:		4,750.00

**Payment No: 639680**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SHANE KUBO	00461829	14148DEC2019	SAFTY BOOTS/CLOTH REIM FY 1920	Electric Utility	181.94
				Total for Payment No.:		181.94

**Payment No: 639681**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	STATE WATER RESOURCES CONTROL(BOX 944212	00461825	6582JAN2020	KUBO WTR RNWL CERT 2020	Electric Utility	70.00
				Total for Payment No.:		70.00

**Payment No: 639682**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	YANG, JUNYI	00418169	40430-02 Utility Refund	UTILITY REFUND	General Fund	270.31
				Total for Payment No.:		270.31

**Payment No: 639683**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	CSAC EXCESS INSURANCE	00461968	20401055	QTR PYMNTS-EAP FOR JAN-MAR2020	Payroll Liability&ClearingAcct	10,494.12
Total for Payment No.:						10,494.12
<b>Payment No: 639684</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	EAST BAY CHAPTER, ICC	00462164	26803JAN2020	Annual Membership Dues 2020	General Fund	278.00
Total for Payment No.:						278.00
<b>Payment No: 639685</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	ABB ENTERPRISE SOFTWARE INC.	00462138	8600004712	SCADA UPGRADE/ BACK UP CONTROL	Electric Utility Construction	50,657.80
Total for Payment No.:						50,657.80
<b>Payment No: 639686</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	ADVANCED DATA PROCESSING, INC.	00460893	INVADPI30989	AMB TRANSPORT BILLING SVCS	General Fund	30.50
Total for Payment No.:						30.50
<b>Payment No: 639687</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# 9146M80P03 - SLEEVE	Electric Utility	1,425.57
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# J1220G05 - CLAMP	Electric Utility	48.79
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# J1221G03 - CLAMP	Electric Utility	99.07
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# J574P02 - NUT, SELF LOCKIN	Electric Utility	972.73
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# L44861P01 - BUSHING	Electric Utility	6,725.07
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# L44861P07 - BUSHING	Electric Utility	4,121.11
01/16/2020	AERODACTIVE GAS TURBINE	00461697	I67448	PN# L44862P03 - WASHER	Electric Utility	4,179.15
Total for Payment No.:						17,571.49



**Payment No: 639688**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AKIKO HATANAKA	00461140	31840DEC2019	Nutcracker Costume	General Fund	980.00
				Total for Payment No.:		980.00

**Payment No: 639689**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ALHAMBRA & SIERRA SPRINGS	00462011	4973747 122719	WATER OFFICE USE	Fleet Operation Fund	22.00
				Total for Payment No.:		22.00

**Payment No: 639690**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ANIMAL DAMAGE MANAGEMENT	00461856	2520C	MONTHLY PEST CONTROL	General Fund	895.00
				Total for Payment No.:		895.00

**Payment No: 639691**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ARAMARK UNIFORM SERVICES	00462059	760601931	CLEANING SVC/SHOP TOWELS DVR	Electric Utility	400.90
				Total for Payment No.:		400.90

**Payment No: 639692**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ASSOCIATION FOR ENERGY AFFORDABILITY INC	00462277	4752	AEA - Association for Energy A	City Affordable Housing	732.00
				Total for Payment No.:		732.00

**Payment No: 639693**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AT&T CALNET	00461822	000014088397	BAN: 9391015175 11/25-12/24/19	Electric Utility	7,620.17

01/16/2020	AT&T CALNET	00461822	000014088397	BAN: 9391015175 11/25-12/24/19	Information Technology Service	101.78
Total for Payment No.:						7,721.95

**Payment No: 639694**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AT&T CALNET	00462133	000014121526	STO WAN CKTS 12/1/19-12/31/19	Electric Utility	1,159.36
Total for Payment No.:						1,159.36

**Payment No: 639695**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AT&T CALNET	00462223	000014074107	Circuit 9391023685	Information Technology Service	33.47
01/16/2020	AT&T CALNET	00462224	000014074149	Circuit 9391023687	Information Technology Service	66.08
01/16/2020	AT&T CALNET	00462225	000014097541	Engr 9391023694	Information Technology Service	21.54
01/16/2020	AT&T CALNET	00462226	000014088461	Comm 9391023695	Information Technology Service	5,602.51
01/16/2020	AT&T CALNET	00462227	000014089313	Gen 9391054149	Information Technology Service	54.73
01/16/2020	AT&T CALNET	00462227	000014089313	Water	Water Utility	0.61
01/16/2020	AT&T CALNET	00462227	000014089313	Elec	Electric Utility	0.33
01/16/2020	AT&T CALNET	00462228	000014088448	BM9391023697	Information Technology Service	209.89
01/16/2020	AT&T CALNET	00462229	000014088479	CA 9391023698	Information Technology Service	39.45
01/16/2020	AT&T CALNET	00462230	000014088455	CC 9391023699	Information Technology Service	60.83
01/16/2020	AT&T CALNET	00462231	000014088465	CM 9391023700	Information Technology Service	19.72
01/16/2020	AT&T CALNET	00462231	000014088465	David's Restaurant 986-1006	General Fund	42.59
01/16/2020	AT&T CALNET	00462232	000014088451	FIN 9391023701	Information Technology Service	202.36
01/16/2020	AT&T CALNET	00462233	000014088454	PLAN 9391023702	Information	228.58

					Technology Service	
01/16/2020	AT&T CALNET	00462233	000014088454	Berryessa260-1826 Alarm line	General Fund	60.84
01/16/2020	AT&T CALNET	00462234	000014088459	LIB9391023703	Information Technology Service	208.88
01/16/2020	AT&T CALNET	00462235	000014088476	AUTO 9391023704	Information Technology Service	60.83
01/16/2020	AT&T CALNET	00462236	000014088470	ENGR 9391023705	Information Technology Service	125.92
01/16/2020	AT&T CALNET	00462237	000014088460	CEM 9391023707	Cemetery	62.58
01/16/2020	AT&T CALNET	00462238	000014088449	PR 9391023708	Information Technology Service	785.25
01/16/2020	AT&T CALNET	00462239	000014088458	SR CTR 9391023709	Information Technology Service	82.28
01/16/2020	AT&T CALNET	00462240	000014088464	CRC 9391023710	Information Technology Service	42.76
01/16/2020	AT&T CALNET	00462241	000014088453	PD9391023711	Information Technology Service	3,770.31
01/16/2020	AT&T CALNET	00462241	000014088453	PD246-8216/984-5278	General Fund	71.33
01/16/2020	AT&T CALNET	00462242	000014088474	PURCH 9391023712	Information Technology Service	42.76
01/16/2020	AT&T CALNET	00462243	000014088457	ST 9391023713	Information Technology Service	220.42
01/16/2020	AT&T CALNET	00462243	000014088457	Conv. Ctr986-1335 security boo	Convention Cnt Maintenance Dis	27.55
01/16/2020	AT&T CALNET	00462243	000014088457	auto dialer970-8644	Solid Waste Utility- Constructi	27.55
01/16/2020	AT&T CALNET	00462244	000014088452	FD 9391023714	Information Technology Service	823.83
01/16/2020	AT&T CALNET	00462245	000014088450	IT 9391023715	Information Technology Service	417.83
01/16/2020	AT&T CALNET	00462245	000014088450	Water	Water Utility	50.00
01/16/2020	AT&T CALNET	00462246	000014088462	IT (615 & 261 #s) 9391023716	Information Technology Service	445.06
01/16/2020	AT&T CALNET	00462246	000014088462	Water	Water Utility	194.19
01/16/2020	AT&T CALNET	00462246	000014088462	Sewer	Sewer Utility	194.20
01/16/2020	AT&T CALNET	00462247	000014088447	ENGR 9391023717	General Fund	320.70
01/16/2020	AT&T CALNET	00462248	000014088468	LIB 9391023718	General Fund	248.27

01/16/2020	AT&T CALNET	00462249	000014088456	PARKS 9391023719	General Fund	216.80
01/16/2020	AT&T CALNET	00462250	000014088463	PD 9391023720	General Fund	213.89
01/16/2020	AT&T CALNET	00462251	000014088473	TAS GAR9391023724	General Fund	662.79
01/16/2020	AT&T CALNET	00462252	000014088444	COMM SRVS9391048040	General Fund	21.38
01/16/2020	AT&T CALNET	00462253	000014089314	CRC 9391054153	Information Technology Service	16.51
01/16/2020	AT&T CALNET	00462254	000014089801	Morse Mansion9391064468	General Fund	42.59
01/16/2020	AT&T CALNET	00462255	000014089827	Police-Alarms9391065446	Information Technology Service	41.11
01/16/2020	AT&T CALNET	00462256	000014030536	FD 9391060106	General Fund	4.12
01/16/2020	AT&T CALNET	00462256	000014030536	City Attorney	General Fund	4.04
01/16/2020	AT&T CALNET	00462256	000014030536	City Manager	General Fund	27.68
01/16/2020	AT&T CALNET	00462256	000014030536	Electric (SVP)	Electric Utility Construction	5.12
01/16/2020	AT&T CALNET	00462257	000014031636	Police-DOJ 9391066810	Information Technology Service	301.34
Total for Payment No.:						16,423.40

**Payment No: 639697**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ATLAS COPCO COMPRESSORS LLC	00461791	1119177040	PM SRV ATLAS COMP OCT19-APR20	Electric Utility	5,707.81
Total for Payment No.:						5,707.81

**Payment No: 639698**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	AXON ENTERPRISE, INC.	00461884	SI-1619180	Axon Year 3 Billing	General Fund	187,292.61
Total for Payment No.:						187,292.61

**Payment No: 639699**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BANK OF NEW YORK MELLON	00461961	252-2252246	ELECREVREF2018A 12/19-12/2020	Electric Utility-Debt	2,194.26

01/16/2020	BANK OF NEW YORK MELLON	00461961	252-2252246	ELECREVREF2018A 12/19-12/2020	Services Electric Utility-Debt Services	180.74
Total for Payment No.:						2,375.00

**Payment No: 639700**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BENCHMARK	00462090	E19-2423A	MOLD INSPEC TEEN	General Fund	645.00
01/16/2020	BENCHMARK	00462091	E19-2451A	MOLD INSP NORTHSIDE	General Fund	645.00
01/16/2020	BENCHMARK	00462092	E19-2495	ASBESTOS TEST CH	General Fund	501.00
01/16/2020	BENCHMARK	00462093	E19-2451	NORTHSIDE MOLD INSP	General Fund	255.00
01/16/2020	BENCHMARK	00462094	E19-2423	TEEN MOLD INSP	General Fund	360.00
01/16/2020	BENCHMARK	00462095	E19-2412	TRITON ASBESTOS	Public Buildings	286.00
01/16/2020	BENCHMARK	00462096	E19-2413	JAMESON ASBEST TEST	Public Buildings	248.00
Total for Payment No.:						2,940.00

**Payment No: 639701**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BLADES GROUP LLC	00461793	18007473	ROCK ASPHALT	General Fund	1,208.07
Total for Payment No.:						1,208.07

**Payment No: 639702**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BLAIR REESE	00461905	18668	BANNER CHANGES	General Fund	270.00
01/16/2020	BLAIR REESE	00461907	18669	BANNER CHANGES	General Fund	135.00
01/16/2020	BLAIR REESE	00461908	18670	BANNER CHANGES	General Fund	915.00
Total for Payment No.:						1,320.00

**Payment No: 639703**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BMI IMAGING SYSTEMS	00462079	312340	ENG SCANNING NOV19	Electric Utility	1,346.00
				Total for Payment No.:		1,346.00

**Payment No: 639704**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	BROTHERS SOLUTIONS	00462288	1023	BOLT, HYDRANT, 5/8INX3IN, 15/1	Water Utility	5,014.00
01/16/2020	BROTHERS SOLUTIONS	00462288	1023	SHIPPING	Water Utility	580.00
				Total for Payment No.:		5,594.00

**Payment No: 639705**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CA EMERGENCY MEDICAL SERVICES	00461989	EMSA-888-550	MED LICENSE RENEWAL - ORLANDO	General Fund	200.00
				Total for Payment No.:		200.00

**Payment No: 639706**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CALIF CHAMBER OF COMMERCE	00461851	11402302	60 2020 CA LABOR POSTERS	General Fund	1,304.64
				Total for Payment No.:		1,304.64

**Payment No: 639707**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CCH INCORPORATED	00461978	4804645829	1241 AD BK	General Fund	173.49
				Total for Payment No.:		173.49

**Payment No: 639708**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CITY OF SAN JOSE	00462124	18375887	4495 N 1ST WATER METER DEC2019	Water Utility	318.65

Total for Payment No.: 318.65

**Payment No: 639709**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	COGENT COMMUNICATIONS	00462063	CITYOFSA00015DEC2019	INTERNET SERVICE	Information Technology Service	1,500.00
01/16/2020	COGENT COMMUNICATIONS	00462126	CITYOFSA00015JAN2020	INTERNET SERVICE	Information Technology Service	1,500.00
Total for Payment No.:						3,000.00

**Payment No: 639710**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CONTRACTOR COMPLIANCE AND MONITORING	00462149	12374	LABOR COMPLIANCE SVC DEC19 SVP	Electric Utility	1,012.50
Total for Payment No.:						1,012.50

**Payment No: 639711**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CRESO EQUIPMENT RENTALS	00461798	5082203-0001	PROPANE	Electric Utility	94.72
01/16/2020	CRESO EQUIPMENT RENTALS	00462157	5046614-0001	PROPANE	Electric Utility	60.28
Total for Payment No.:						155.00

**Payment No: 639712**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	CRITICAL REACH	00461662	20-486	Bulletin Service	General Fund	1,240.00
Total for Payment No.:						1,240.00

**Payment No: 639713**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	DAVID ZANOTTI	00462128	C-2020-017	TEEN CENTER MOLD REMOVAL	General Fund	300.00

01/16/2020	DAVID ZANOTTI	00462129	C-2020-018	COUNCIL CHAMBERS	Public Education and Governmnt	2,400.00
01/16/2020	DAVID ZANOTTI	00462132	C-2019-0463	777 BENTON	General Fund	1,360.00
				Total for Payment No.:		4,060.00

**Payment No: 639714**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	DELL MARKETING LP	00462067	10358711084	TAX-FIRE LAPTOPS & MONITORS	Expendable Trust Funds	10,460.38
01/16/2020	DELL MARKETING LP	00462067	10358711084	NON-TAXABLE	Expendable Trust Funds	1,031.33
01/16/2020	DELL MARKETING LP	00462069	10361490200	TAXABLE-STREETS 34IN MONITOR	Fleet Operation Fund	769.26
01/16/2020	DELL MARKETING LP	00462069	10361490200	NON-TAXABLE	Fleet Operation Fund	12.75
01/16/2020	DELL MARKETING LP	00462070	10360359755	UPS BATTERIES FOR EAST WING	General Government - Other	3,217.46
				Total for Payment No.:		15,491.18

**Payment No: 639715**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	DOBLE ENGINEERING CO	00461845	PSEI11047662	EQPMT RENTAL/SOFTWAR APR18-19	Electric Utility	33,870.00
01/16/2020	DOBLE ENGINEERING CO	00461846	PSEI11047663	EQPMT RENTAL/SOFTWAR APR19-20	Electric Utility	33,870.00
				Total for Payment No.:		67,740.00

**Payment No: 639716**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	DUNN-EDWARDS CORP	00461584	2011157654	ARISTOSHIELD	General Fund	14.30
01/16/2020	DUNN-EDWARDS CORP	00461764	2011157700	EVERSHIELD	General Fund	378.62
				Total for Payment No.:		392.92

**Payment No: 639717**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	ELEMENT CRITICAL	00462044	2997	FIBER PATHWAY INNERDUCTS FEB20	Electric Utility	500.00
Total for Payment No.:						500.00

**Payment No: 639718**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ENERGY RESOURCES CONSERVATION	00462055	220761-19-Q1	CREDIT FOR Q2	Electric Utility	-2,273.91
01/16/2020	ENERGY RESOURCES CONSERVATION	00462055	220761-19-Q1	Q3 INVOICE FOR PERMIT RENEWAL	Electric Utility	2,336.47
Total for Payment No.:						62.56

**Payment No: 639719**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	EQUINIX INC	00462134	1001210199593	SANTA CLARA IBX - SV2 (FIBER)	Electric Utility	13,865.34
Total for Payment No.:						13,865.34

**Payment No: 639720**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	EUROTURBINE SERVICES LLC	00461802	Santa Clara 193	OVERHAUL TURBINE 208 ST HRS	Electric Utility Construction	41,392.00
01/16/2020	EUROTURBINE SERVICES LLC	00461802	Santa Clara 193	OVERHAUL TURBINE 188 OT HRS	Electric Utility Construction	54,332.00
Total for Payment No.:						95,724.00

**Payment No: 639721**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	EXPRESS BLINDS	00462104	2746COR	BLINDS CMO	General Fund	5,880.00
Total for Payment No.:						5,880.00

**Payment No: 639722**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	FAST UNDERCAR SANTA CLARA	00462013	972059	PARTS V2507	Fleet Operation Fund	250.70
01/16/2020	FAST UNDERCAR SANTA CLARA	00462014	970219	PARTS V2507	Fleet Operation Fund	138.76
				Total for Payment No.:		389.46

**Payment No: 639723**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	FEDERAL EXPRESS	00461843	6-882-22940	MISC. SHIPPING DVR	Electric Utility	6.96
01/16/2020	FEDERAL EXPRESS	00462054	6-882-08398	MISC. SHIPPING DVR	Electric Utility	4.41
01/16/2020	FEDERAL EXPRESS	00462281	6-881-56061	STATE CLEARINGHOUSE-OVERNIGHT	General Fund	7.43
				Total for Payment No.:		18.80

**Payment No: 639724**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GAY MORGAN	00462260	01/07/20 CLASS REFUND	PARKS DEPT REFUND	General Fund	199.00
				Total for Payment No.:		199.00

**Payment No: 639725**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GLR FASTENERS INC	00461860	PO79596-1	TRAFFIC SUPPLIES	General Fund	142.03
				Total for Payment No.:		142.03

**Payment No: 639726**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	GRAYBAR ELECTRIC	00462077	9313889897	CABLING SUPPLIES	Information Technology Service	271.21
				Total for Payment No.:		271.21

**Payment No: 639727**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	GROOM ENERGY SOLUTIONS	00462084	R20-SLR-0062	LTG REB; 62666-1;3450 CENTRAL	Elec OperatingGrant Trust Fund	21,044.91
01/16/2020	GROOM ENERGY SOLUTIONS	00462085	R20-SLR-0063	LTG REB; 62666-1; 3380 CENTRAL	Elec OperatingGrant Trust Fund	22,667.76
				Total for Payment No.:		43,712.67

**Payment No: 639728**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	H&E EQUIPMENT SERVICES, INC	00462159	94919228	AIR FILTER COVER	Electric Utility	156.66
01/16/2020	H&E EQUIPMENT SERVICES, INC	00462159	94919228	OUTER AIR ELEMENT	Electric Utility	41.40
01/16/2020	H&E EQUIPMENT SERVICES, INC	00462159	94919228	VALVE- DUST ACTUATOR	Electric Utility	38.85
				Total for Payment No.:		236.91

**Payment No: 639729**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	HANSON BRIDGETT LLP	00462207	1253290	LEGAL SERVICES	Special Liability Insurance	455.29
01/16/2020	HANSON BRIDGETT LLP	00462208	1251797	LEGAL SERVICES	Special Liability Insurance	6,600.49
				Total for Payment No.:		7,055.78

**Payment No: 639730**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	HISTORIC PRESERVATION SOCIETY	00462261	01/07/20 CLASS REFUND	PARKS DEPT REFUND	General Fund	150.00
				Total for Payment No.:		150.00

**Payment No: 639731**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	HOME DEPOT USA	00461583	528361454	ENVISION SINGLE FOLD	General Fund	442.29
01/16/2020	HOME DEPOT USA	00461924	527216808	JANITORIAL SUPPLIES	Electric Utility	183.71
01/16/2020	HOME DEPOT USA	00461925	527216782	JANITORIAL SUPPLIES	General Fund	210.20

01/16/2020	HOME DEPOT USA	00461926	527216790	JANITORIAL SUPPLIES	General Fund	524.54
01/16/2020	HOME DEPOT USA	00462051	526792353	RENOWN KITCHEN TWL 3PLY	Electric Utility	57.64
01/16/2020	HOME DEPOT USA	00462051	526792353	SCOTT MULTIFOLD TOWEL 1PLY	Electric Utility	57.81
				Total for Payment No.:		1,476.19

**Payment No: 639732**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INDUSTRIAL SCIENTIFIC CORP	00461790	2280527	INET SUBSCRIPT 11/30-12/29/19	Electric Utility	677.11
				Total for Payment No.:		677.11

**Payment No: 639733**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INFOBASE LEARNING	00461972	341445	1241 AD BK	General Fund	34.29
01/16/2020	INFOBASE LEARNING	00461972	341445	1231 Juv BK	General Fund	102.87
				Total for Payment No.:		137.16

**Payment No: 639734**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INTELLIGENT TECHNOLOGIES & SVC	00462071	84473	MATERIALS-MOUNT HEAT DETECTORS	Electric Utility	232.67
01/16/2020	INTELLIGENT TECHNOLOGIES & SVC	00462071	84473	LABOR - SYS TESTING 12/12/19	Electric Utility	913.00
				Total for Payment No.:		1,145.67

**Payment No: 639735**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INTELLINETICS, INC	00461655	27317	Software Maintenance	General Fund	12,275.20
				Total for Payment No.:		12,275.20

**Payment No: 639736**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	INTERNAP NETWORK SERVICES CORP	00462061	B1-14345127	INTERNET SERVICE	Information Technology Service	1,691.26
				Total for Payment No.:		1,691.26

**Payment No: 639737**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	JAM SERVICES INC	00462291	126968	FLANGE, COMPANION, 4IN X 9IN,	Electric Utility	163.50
01/16/2020	JAM SERVICES INC	00462291	126968	WASHER, NEOPRENE, ECONOLITE #E	Electric Utility	52.32
				Total for Payment No.:		215.82

**Payment No: 639738**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KALLCENTS	00461666	E42516123119	Q Card Service	General Fund	20.26
				Total for Payment No.:		20.26

**Payment No: 639739**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KELLY PAPER	00461889	10077793	PAPER	General Fund	28.60
				Total for Payment No.:		28.60

**Payment No: 639740**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	KORTICK MANUFACTURING CO	00461891	064517	BOLTS AND WASHERS	Electric Utility	1,207.99
01/16/2020	KORTICK MANUFACTURING CO	00461893	064656	BOLT	Electric Utility	223.18
				Total for Payment No.:		1,431.17

**Payment No: 639741**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	LA OFERTA NEWSPAPER	00462282	13318	NOTICE-SPECIAL MUNI ELECTION	General Fund	2,192.00
Total for Payment No.:						2,192.00

**Payment No: 639742**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	LEADMAN ELECTRONICS USA, INC	00461873	61768-05 CPV DEC-2019	PBI SOLAR PROD PYMT #50 DEC-19	Elec OperatingGrant Trust Fund	1,495.47
Total for Payment No.:						1,495.47

**Payment No: 639743**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	LEADSONLINE	00461676	253994	Invstigation Syst 01//20-12/22	Police Operating Grant Fund	35,334.00
Total for Payment No.:						35,334.00

**Payment No: 639744**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	LEXISNEXIS PO BOX 894166	00462048	3092392975	ONLINE SERVICE CHARGES DEC19	Electric Utility	560.00
Total for Payment No.:						560.00

**Payment No: 639745**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	M R DILLINGHAM	00462263	13602-B	Dog Park Improvements	Parks And Recreation	1,150.00
01/16/2020	M R DILLINGHAM	00462263	13602-B	Civil Engr. Design	Parks And Recreation	1,995.00
Total for Payment No.:						3,145.00

**Payment No: 639746**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MARY CARRANZA	00462262	01/07/20 CLASS REFUND	PARKS DEPT REFUND	General Fund	135.00

Total for Payment No.: 135.00

**Payment No: 639747**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MARY ELLEN O'KEEFE	00462258	12/24/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	15.33
				Total for Payment No.:		15.33

**Payment No: 639748**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MICRO MOTION	00461970	40569808	PN# CMFS040MB84NZAMEKZZUA - MI	Electric Utility	21,923.09
01/16/2020	MICRO MOTION	00461970	40569808	PN# 4200I12ABMAZZZAAMV - MICRO	Electric Utility	11,073.19
01/16/2020	MICRO MOTION	00461970	40569808	PN# PLK3UEF - PROLINK III CONF	Electric Utility	3,028.63
				Total for Payment No.:		36,024.91

**Payment No: 639749**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MIKE DAVIS LANDSCAPE SERVICES	00462209	SCGolf5020	Year One - Landscaping service	SCG&TC	3,440.00
				Total for Payment No.:		3,440.00

**Payment No: 639750**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	MUNICIPAL MAINTENANCE EQUIPMNT	00462017	0144602-IN	PARTS V3256	Fleet Operation Fund	427.71
				Total for Payment No.:		427.71

**Payment No: 639751**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	NAPA AUTO PARTS	00462031	5983-514748	PARTS V3020	Fleet Operation Fund	46.21
01/16/2020	NAPA AUTO PARTS	00462032	5983-514919	PARTS V3008	Fleet Operation Fund	110.00

01/16/2020	NAPA AUTO PARTS	00462033	5983-517853	PARTS V3053	Fleet Operation Fund	12.21
01/16/2020	NAPA AUTO PARTS	00462034	5983-517624	PARTS - STOCK	Fleet Operation Fund	27.38
				Total for Payment No.:		195.80

**Payment No: 639752**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PACIFIC GAS & ELECTRIC CO	00462154	0007884359-6	BUCKS CREEK RELICENSING OCT19	Electric Utility Construction	18,734.34
				Total for Payment No.:		18,734.34

**Payment No: 639753**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PACIFIC TELEMAGEMENT SVCS	00462064	2034779	PAY PHONES	Information Technology Service	250.80
				Total for Payment No.:		250.80

**Payment No: 639754**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PACIFIC WATER ART INC	00461868	59464	FRANKLIN SQUARE FTN MAIN.	Downtown Parking Maintenance D	990.00
01/16/2020	PACIFIC WATER ART INC	00461868	59464	CITY HALL FTN MAIN.	General Fund	1,700.00
				Total for Payment No.:		2,690.00

**Payment No: 639755**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	PETERSON TRACTOR CO	00462036	SW000436887	ENVIRNMNTL FEE V2834 WO 125251	Fleet Operation Fund	124.75
01/16/2020	PETERSON TRACTOR CO	00462036	SW000436887	LABOR FEE V2834 WO 125251	Fleet Operation Fund	4,158.30
01/16/2020	PETERSON TRACTOR CO	00462036	SW000436887	PARTS & SUPPLIES V2834	Fleet Operation Fund	7,008.92
				Total for Payment No.:		11,291.97



**Payment No: 639756**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	POCO SOLAR ENERGY INC	00461918	116488	DACRON STRAP	Water Utility	441.45
				Total for Payment No.:		441.45

**Payment No: 639757**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	POWER ASSN OF NO CALIFORNIA	00461876	0795	PANC GROUP SUB RENEWAL 2020	Electric Utility	350.00
				Total for Payment No.:		350.00

**Payment No: 639758**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	QUALITY TECHNOLOGY SERVICES HOLDING, LLC	00462045	013558	CONDUIT LEASE JAN20	Electric Utility	1,090.00
01/16/2020	QUALITY TECHNOLOGY SERVICES HOLDING, LLC	00462045	013558	RACK: 2POST JAN20	Electric Utility	100.00
				Total for Payment No.:		1,190.00

**Payment No: 639759**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	QUANTRIX	00462137	QXUS11681	MTCE PROF+ LIC 2/1/20-1/31/21	Electric Utility	611.00
				Total for Payment No.:		611.00

**Payment No: 639760**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	R & B CO	00461919	S1905042.001	HOSE ADAPTER	Water Utility	399.64
01/16/2020	R & B CO	00461920	S1898751.001	RUBBER DISC KIT	Water Utility	1,791.32
01/16/2020	R & B CO	00461921	S1901442.001	D26 COMBO AIR VALVE	Sewer Utility	6,227.17
01/16/2020	R & B CO	00461922	S1903561.001	SEWER PARTS	Sewer Utility	280.77
01/16/2020	R & B CO	00462286	S1900681.004	REDUCERS, MJ, 8IN X 4IN, CL, D	Water Utility	136.39

Total for Payment No.:	8,835.29
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**Payment No: 639761**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	R3 CONSULTING GROUP, INC.	00461902	9478	PROFESSIONAL FEES	Solid Waste Program	8,791.25
Total for Payment No.:						8,791.25

**Payment No: 639762**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	RAPID RATINGS INTERNATIONAL	00462155	CINV-00690	2020 FINANCIAL HEALTH RATINGS	Electric Utility	5,500.00
Total for Payment No.:						5,500.00

**Payment No: 639763**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	RECOLOGY SOUTH BAY	00461903	DECEMBER-19	MONTHLY COLLECTION REPT DEC-19	Solid Waste Program	208,063.36
Total for Payment No.:						208,063.36

**Payment No: 639764**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	REGENTS OF THE UNIVERITY	00461841	SVP 2020-001	CLTC AFFILIAT JAN2020-DEC2020	Elec OperatingGrant Trust Fund	10,000.00
Total for Payment No.:						10,000.00

**Payment No: 639765**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	RING POWER CORPORATION	00461824	44LU05486484	EQUIPMNT RNTL 12/10/19-1/06/20	Electric Utility Construction	3,400.00
Total for Payment No.:						3,400.00

**Payment No: 639766**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SANTA CLARA LIGHTING, INC.	00462108	17263	SUPPLIES	General Fund	103.01
01/16/2020	SANTA CLARA LIGHTING, INC.	00462109	17272	SENIOR CENTER POOL	General Fund	310.75
01/16/2020	SANTA CLARA LIGHTING, INC.	00462110	17116	PD BALLAST	General Fund	149.66
				Total for Payment No.:		563.42

**Payment No: 639767**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SANTA CLARA WEEKLY	00462219	1244062	HEARING 1/14 OLD IRONSIDES DR	General Fund	768.00
				Total for Payment No.:		768.00

**Payment No: 639768**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SANTA CLARA WINDUSTRIAL CO	00461582	695745 01	PVC	General Fund	194.59
				Total for Payment No.:		194.59

**Payment No: 639769**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SHRED-IT USA LLC	00461789	8128834012	SHREDIT SVP 881MARTIN 12/4/19	Electric Utility	157.15
01/16/2020	SHRED-IT USA LLC	00461789	8128834012	SHREDIT SVP 881MARTIN 12/18/19	Electric Utility	157.15
01/16/2020	SHRED-IT USA LLC	00461800	8128846263	1705 ELEC. SHRED DEC2019	Electric Utility	339.22
				Total for Payment No.:		653.52

**Payment No: 639770**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SMART ENERGY WATER	00461806	2759	TRAVEL EXPENSES: NOV 20-21	General Government - Other	2,093.41
				Total for Payment No.:		2,093.41

**Payment No: 639771**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SOFTWARE INFORMATION RESOURCE CORP	00462156	IN-19977	METALOGIX CONTENT MATRIX SHRPT	Electric Utility	1,680.00
				Total for Payment No.:		1,680.00

**Payment No: 639772**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SOLID WASTE ASSN OF NO AMERICA	00461910	2021-52702	ASSOCIATION DUES	Solid Waste Program	253.00
				Total for Payment No.:		253.00

**Payment No: 639773**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SPRINT COMMUNICATIONS	00461788	LCI-328324	GPS Locate 19-1125080	General Fund	100.00
				Total for Payment No.:		100.00

**Payment No: 639774**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	STEVENS CREEK CHEVROLET	00462012	503329	LABOR V3518 WO 125983	Fleet Operation Fund	400.00
				Total for Payment No.:		400.00

**Payment No: 639775**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	STORAGE EXPRESS INC	00462049	66515	20-FT STORAGE CONTAINER RENTAL	Electric Utility	81.75
				Total for Payment No.:		81.75

**Payment No: 639776**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	SUNE W12DG-C, LLC	00461865	CA-12-0396-13	ENERGY PURCH (SOLAR) DEC19	Electric Utility	3,715.02

Total for Payment No.: 3,715.02

**Payment No: 639777**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC RECURRING CELL SERVICE	General Fund	3,353.79
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC PD CELLULAR SERVICE	General Fund	465.00
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC STADIUM CELLULAR SERVIC	General Fund	38.64
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC CMO CELLULAR SERVICE	General Fund	5,294.91
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC PARKS CELLULAR SERVICE	General Fund	619.07
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC WATER CELLULAR SERVICE	Sewer Utility	599.10
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC COUNCIL CELLULAR SERVICE	General Fund	64.40
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC CCD CELLULAR SERVICE	General Fund	59.91
01/16/2020	T-MOBILE	00462297	952058658 DEC2019	DEC HR CELLULAR SERVICE	General Fund	677.28
Total for Payment No.:						11,172.10

**Payment No: 639778**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	T-MOBILE USA INC	00461958	9385645672	GPS Locate	General Fund	561.00
Total for Payment No.:						561.00

**Payment No: 639779**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	T/J DIE COMPANY	00462292	19836	TAG, CABLE IDENTIFICATION, RE	Electric Utility	784.80
Total for Payment No.:						784.80

**Payment No: 639780**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TARGET SPECIALTY PRODUCTS INC	00461772	PI1078824	BLUE TAG	General Fund	698.12
Total for Payment No.:						698.12

**Payment No: 639781**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TED S. FARR	00462152	SNC-001	EMS UPDATE TRAINING - DECEMBER	General Fund	3,608.00
				Total for Payment No.:		3,608.00

**Payment No: 639782**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TERRYBERRY CO	00461849	G92536	75 FIVE YEAR SERVICE PINS	General Fund	2,985.13
				Total for Payment No.:		2,985.13

**Payment No: 639783**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	THE AMERICAN ROAD MACHINERY COMPANY	00462040	56447	LABOR	Vehicle Replacement Fund	2,966.34
				Total for Payment No.:		2,966.34

**Payment No: 639784**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	THOMSON REUTERS WEST	00461803	841567761	CLEAR 12/01/19-12/31/19	General Fund	233.18
01/16/2020	THOMSON REUTERS WEST	00461803	841567761	CLEAR 12/01/19-12/31/19	General Fund	233.18
				Total for Payment No.:		466.36

**Payment No: 639785**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TJH2B ANALYTICAL SERVICES	00461826	20-135791	SUBSTATIONS ANALYSIS	Electric Utility	4,330.00
01/16/2020	TJH2B ANALYTICAL SERVICES	00461827	20-135805	SUBSTATIONS ANALYSIS	Electric Utility	2,590.00
01/16/2020	TJH2B ANALYTICAL SERVICES	00461828	20-135760	SUBSTATIONS ANALYSIS	Electric Utility	2,890.00
				Total for Payment No.:		9,810.00

**Payment No: 639786**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TRANG TUNGUYEN	00462259	12/24/19 CLASS REFUND	PARKS DEPT REFUND	General Fund	50.00
				Total for Payment No.:		50.00

**Payment No: 639787**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	TUSCANY CALABAZAS, LLC	00461878	75170-01 CPV DEC-2019	PBI SOLAR PROD PYMT #58 DEC-19	Elec OperatingGrant Trust Fund	809.56
				Total for Payment No.:		809.56

**Payment No: 639788**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	UC REGENTS-UC COOPERATIVE EXTENSION	00461917	2019113	COMPOST BINS	Solid Waste Program	35.00
				Total for Payment No.:		35.00

**Payment No: 639789**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	UNIFIRST CORPORATION	00461830	385 0365160	GARMENT RENTAL/CLEANING SVP IT	Electric Utility	54.78
01/16/2020	UNIFIRST CORPORATION	00461830	385 0365160	DELIVERY FEE SVP	Electric Utility	11.50
01/16/2020	UNIFIRST CORPORATION	00461831	385 0365163	GARMENT RENTAL/CLEANING 881ENG	Electric Utility	130.39
01/16/2020	UNIFIRST CORPORATION	00461832	385 0365159	GARMENT RENT/CLEAN SVCS DVR	Electric Utility	616.77
01/16/2020	UNIFIRST CORPORATION	00461833	385 0365210	GARMENT RENT/CLEANING SVC CH	Electric Utility	138.47
01/16/2020	UNIFIRST CORPORATION	00461834	385 0365167	GARMENT RENT/CLEAN SVCS SUB	Electric Utility	668.05
01/16/2020	UNIFIRST CORPORATION	00461835	385 0365161	GARMENT RENT/CLEAN SVCS SUB	Electric Utility	1,153.42
01/16/2020	UNIFIRST CORPORATION	00461836	385 0365168	GARMENT RENT/CLEAN SVCS AD1705	Electric Utility	94.59
01/16/2020	UNIFIRST CORPORATION	00461837	385 0364144	GARMENT RENT/CLEAN SVCS SUB	Electric Utility	668.05
01/16/2020	UNIFIRST CORPORATION	00461838	385 0364139	GARMENT RENTAL/CLEANING T&D	Electric Utility	1,158.48
01/16/2020	UNIFIRST CORPORATION	00461838	385 0364139	NEW CLOTHES C. TARRIN	Electric Utility	98.92

01/16/2020	UNIFIRST CORPORATION	00461839	385 0364145	GARMENT RENT/CLEAN SVCS AD1705	Electric Utility	94.59
Total for Payment No.:						4,888.01

**Payment No: 639790**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	RESTROOM RENT@LAF 12/5-1/1/20	Electric Utility	10.90
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	WKLY RSTRM SRV@LAF 12/5-1/1/20	Electric Utility	55.00
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	DAMAGE WAIVER	Electric Utility	7.95
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	2 SINK RENT@LAF 12/5-1/1/20	Electric Utility	21.81
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	WKLY SINK SRV@LAF 12/5-1/1/20	Electric Utility	65.00
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	DAMAGE WAIVER	Electric Utility	7.95
01/16/2020	UNITED SITE SERVICES INC	00461794	114-9570984	ENVIRONMENTAL FEE	Electric Utility	16.13
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	RESTROOM RENT@DVR 11/28-12/25	Electric Utility	21.81
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	WKLY RSTRM SRV@DVR 11/28-12/25	Electric Utility	110.00
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	DAMAGE WAIVER	Electric Utility	15.90
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	HAND SANITIZER	Electric Utility	21.80
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	2 SINK RENT@DVR 11/28-12/25	Electric Utility	10.90
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	WKLY SINK SRV@DVR 11/28-12/25	Electric Utility	85.00
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	DAMAGE WAIVER	Electric Utility	7.95
01/16/2020	UNITED SITE SERVICES INC	00461796	114-9519915	ENVIRONMENTAL FEE	Electric Utility	26.35
Total for Payment No.:						484.45

**Payment No: 639791**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	VERIZON WIRELESS	00461844	9844943251	CELL PHONE SERVICE DEC19	Electric Utility	7,387.46
Total for Payment No.:						7,387.46

**Payment No: 639792**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
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01/16/2020	W-TRANS	00462205	23813	DESIGN AGREEMENT FOR THE LICK	Streets And Highways	3,957.50
Total for Payment No.:						3,957.50
<b>Payment No: 639793</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	WATERPROOFING ASSOC	00462111	6425	CENTRAL LIB	General Fund	811.00
01/16/2020	WATERPROOFING ASSOC	00462113	6428	1705 MARTIN	Electric Utility	565.00
01/16/2020	WATERPROOFING ASSOC	00462115	6426	NORTHSIDE	General Fund	3,000.00
01/16/2020	WATERPROOFING ASSOC	00462116	6427	FS 1	General Fund	1,308.00
Total for Payment No.:						5,684.00
<b>Payment No: 639794</b>						
<b>Payment Date</b>	<b>Vendor Name</b>	<b>Voucher No.</b>	<b>Invoice No.</b>	<b>Description</b>	<b>Fund Code</b>	<b>Amount Paid</b>
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	BUILD MAINT	General Fund	336.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	BERRYESSA ADOBE	General Fund	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	PD	General Fund	135.41
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	STREET	General Fund	201.41
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	FIRE	General Fund	801.64
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	CENTRAL LIB	General Fund	153.41
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	NORTHSIDE LIB	General Fund	91.66
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	MISSION LIB	General Fund	74.41
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	PARKS	General Fund	893.12
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	CENETRY	Cemetery	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	SVP 850 DUANE	Electric Utility	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	SVP 527 ROBERTS	Electric Utility	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	SVP 1705 MARTIN	Electric Utility	74.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	PURCHASING	General Fund	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	EOC	General Fund	73.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	HARRIS LASS	Public Buildings	63.00

01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	HEADEN INMAN	Public Buildings	63.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	JAMESON BROWN	Public Buildings	63.75
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	TRTION	Public Buildings	91.66
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	MORSE MANSION	General Government - Other	85.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462125	7593974	TASMAN GARAGE	General Fund	217.00
				Total for Payment No.:		3,732.47

**Payment No: 639795**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462117	7613637	HEART OF VALLEY	Public Buildings	50.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462118	7613640	CONVENTION CENT	Convention Cnt Maintenance Dis	70.00
01/16/2020	WESTERN EXTERMINATOR COMPANY	00462121	7604291	BUILDING ANNEX	General Government - Other	45.00
				Total for Payment No.:		165.00

**Payment No: 639796**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	WOODARD & CURRAN, INC	00462204	170225	AGREEMENT FOR DESIGN SERVICES	Sewer Utility Construction	14,057.10
				Total for Payment No.:		14,057.10

**Payment No: 639797**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	YEI ENGINEERS, INC.	00462206	1735-14	AGREEMENT FOR DESIGN SVCS FOR	Public Buildings	16,580.70
				Total for Payment No.:		16,580.70

**Payment No: 639798**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	YING YU	00447681	06/04/19 CLASS REFUND	PARKS DEPT REFUND	Recreation Program	81.00

Total for Payment No.:

81.00

**Payment No: 639799**

Payment Date	Vendor Name	Voucher No.	Invoice No.	Description	Fund Code	Amount Paid
01/16/2020	ZANKER RECYCLING	00461977	OCT TKT 74531	SAND 2-12 MESH OUT	General Fund	6,096.15
				Total for Payment No.:		6,096.15
				Overall Total		1,075,284.19

City of Santa Clara Finance Department  
Accounting Services

Supplement to Bills & Claims  
Expenditures Paid by Wire Transfer  
For the Period of December 20th, 2019 through January 16th, 2020

\$	1,175,690.58	Valley Water (Santa Clara Valley Water District)--October 2019 Pump Tax
	919,643.78	MSR Public Power Agency--Big Horn Wind Project Energy-Nov19
	897,637.50	MSR Energy Authority--Gas Purchase-DVR/Cogen/Gia Nov-19
	405,250.00	Calpine Energy Services--Purchase of Capacity-Nov19
	392,441.81	California Independent System Operator Corp--Settlement Charges Dec19/Nov19/Sep19
	355,143.94	Recurrent Energy Rosamond One--Purchase of Energy (Solar Generated)-Nov19
	327,483.13	California Independent System Operator Corp--Settlement Charges Dec19
	315,720.64	MSR Public Power Agency--Big Horn Wind Project Shaping Fee-Nov19
	259,163.55	Bank of America NA--P&I Electric 2014 Loan Agreement
	249,739.82	Valley Water (Santa Clara Valley Water District)--Treated Water Invoice for Nov19
	179,961.11	Manzana Wind LLC--Purchase of Energy (Wind Generated)-Nov19
	133,062.00	NextEra Energy Power Marketing--Purchase of Capacity Nov19
	43,420.00	Shell Energy North America (US), LP--Net Purchase/Sale of Capacity--Nov/Dec19
	29,030.00	MSR Energy Authority--Cash Call Jan-20 to Jun-20

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\$	5,683,387.86
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## Agenda Report

20-1468

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Monthly Financial Status and Investment Reports for November 2019 and Approve the Related Budget Amendments [Council Pillar: Enhance Community Engagement and Transparency]

#### BACKGROUND

In compliance with the Charter of the City of Santa Clara and the adopted Investment Policy, the following reports for November 2019 are submitted for your information. The financial review as of November 30, 2019 provides a year-to-date financial update to the City Council for the current fiscal year. Analysis of the revenues collected and all expenditures through November 30, 2019 measures the level of adherence to the established resource allocation plan and allows the City to monitor and project revenues and expenditures throughout the year.

The Adopted Budget incorporates the estimated revenues and planned expenditures for all funds. The attached Financial Status Report provides the budget to actual revenue and expenditure summaries for the General Fund, Special Revenue Funds and Enterprise Operating Funds, as well as expenditure summary for Capital Improvement Funds and Fund Reserve Balances. Any significant variances are explained in the report.

In accordance with City Council Policy 051 - Donations to the City, a summary of monthly activity and annual donations received by department is included in this report. Although the requirement of the policy is to report quarterly, in its ongoing effort to streamline reporting, the City will include this information monthly in the financial status report.

#### DISCUSSION

##### Monthly Financial Status Report (Attachment 1)

The attached report summarizes the City's financial performances as of November 30, 2019. Financial analysis for the report is provided for the General Fund, select Special Revenue Funds, Enterprise Operating Funds, and Capital Improvement Funds.

With five months or 41.7% of the fiscal year complete, General Fund revenues are trending below budget at 34.0%, largely due to the change in budgeting methodology, moving the City from a cash basis to a modified accrual basis. General Fund departmental expenditures are at 38.8% of budget which is within budgeted expectations. Total revenues for Enterprise Funds (Electric, Water, Sewer, Cemetery, Solid Waste, and Water Recycling) are at 32.6% while total expenses are at 36.1%.

In the month of November, the City received \$12,075 in donations increasing the amount for the fiscal year to \$120,459.

**Monthly Investment Report (Attachment 2)**

All securities held by the City of Santa Clara as of November 30, 2019 were in compliance with the City's Investment Policy Statement regarding current market strategy and long-term goals and objectives. All securities held are rated "A" or higher by two nationally recognized rating agencies. There is adequate cash flow and maturity of investments to meet the City's needs for the next six months.

The City's investment strategy for November 2019 was to invest funds not required to meet current obligations, in securities listed in the prevailing Investment Policy Statement, with maturities not to exceed five years from the date of purchase. This strategy ensures safety of the City's funds, provides liquidity to meet the City's cash needs, and earns a reasonable portfolio return of 2.00%.

**ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

**FISCAL IMPACT**

Approval of the FY 2019/20 Budget Amendments included in Attachment 3 is recommended in this report. From time to time, adjustments to the FY 2019/20 Adopted Budget are required to correct for budgets based on actual tracking, more appropriately align budgets with actual charges and correct for inadvertent errors. The actions recommended in the budget amendments adjust the Community Development contractual services budget to account for a higher level of activity, correct budget allocations, and align expenditures to the correct fund and appropriation. There are also adjustments to several capital improvement program funds as a result of fund balance reconciliations.

<b>Net Budget Change - FY 2019/20 Budget Amendments</b>		
<b>Fund</b>	<b>Source of Funds</b>	<b>Use of Funds</b>
General Fund	\$0	\$0
Deposits Fund	\$0	\$0
Parks and Recreation Operational Grant Trust Fund	\$9,250	\$9,250
Streets and Highways Capital Fund	(\$134,528)	(\$134,528)
Street Lighting Capital Fund	(\$316)	(\$316)
Storm Drain Capital Fund	(\$70,000)	(\$70,000)
General Government Capital Fund	(\$50,317)	(\$50,317)
Electric Utility Capital Fund	(\$148,373)	(\$148,373)
Water Utility Capital Fund	\$0	\$0
Sewer Utility Capital Fund	\$128,708	\$128,708
Solid Waste Capital Fund	\$0	\$0
<b>Total Net Budget Change</b>	<b>(\$265,576)</b>	<b>(\$265,576)</b>

**COORDINATION**

This report has been coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Note and file the Monthly Financial Status and Investment Reports for November 2019 as presented and Approve Related Budget Amendments.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Monthly Financial Status Report November 2019
2. Monthly Investment Report November 2019
2. FY 2019/20 Budget Amendments



# **City of Santa Clara**

The Center of What's Possible

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## **MONTHLY FINANCIAL STATUS REPORT**

**November 2019**



This report summarizes the City's financial performance for the month ended November 30, 2019. Financial analysis for the report is provided for the General Fund, select Special Revenue Funds, Enterprise Operating Funds, and Capital Improvement Funds. Financial information included in this report is unaudited. It is also early in the fiscal year and year-end performance is difficult to predict at this time.

### **General Fund**

The General Fund is the major operating fund for the City and includes multiple programs, services, and activities for the residents of the City.

Effective fiscal year 2019/20, the City switched from a cash basis to a modified-accrual basis, which is reflected in the tables of this report. As a result of this change, a number of revenues appear to be significantly lower than prior year collections and below par through November due to the timing of payments. Overall, departmental expenditures are tracking within budgeted expectations at this time of the year. However, personnel-related costs for a few departments are tracking above budgeted levels through November. For fiscal year 2019/20, the City is still anticipated to maintain a positive operating position.

The adopted budget for both operating revenues and expenditures for fiscal year 2019/20 was \$263.2 million. The amended budget for both was revised to \$272.5 million to reflect carryover appropriations from fiscal year 2018/19 and various budget amendments approved by the City Council through November 2019.

## Financial Status Report as of November 30, 2019

### General Fund Revenues

As of November 30, 2019, \$92.6 million or 34.0% of the General Fund estimated revenue was received. Revenue is currently tracking below par of 41.7% and is also lower compared to collections through the same time last year. As mentioned above, effective July 1, 2019, the City transitioned to a modified accrual basis from a cash basis. This change in budgeting methodology resulted in a timing difference for when revenue is recognized when comparing to FY 2018/19. The largest accruals are for sales tax, transient occupancy tax and other agency revenues.

#### CITY OF SANTA CLARA GENERAL FUND REVENUES OVERVIEW AND COMPARISON BY TYPE

Function	FISCAL YEAR 2019/20				PY REVENUE COMPARISON		
	Adopted Budget	Amended Budget	Actual Through 11/30/2019	Percentage Received	Actual Through 11/30/2018	\$ Change From Prior Year	Percentage Change
<b>TAXES</b>							
Sales Tax	\$ 58,200,400	\$ 58,200,400	\$ 15,828,977	27.20%	\$ 25,991,134	\$ (9,994,845)	-219.23%
Property Tax	64,438,315	64,438,315	8,951,445	13.89%	8,555,315	396,130	4.63%
Transient Occupancy Tax	23,002,500	23,002,500	6,516,524	28.33%	10,795,794	(4,279,270)	-39.64%
Other Taxes	6,080,151	6,080,151	1,079,669	17.76%	2,587,166	(1,507,497)	-58.27%
<b>Total Taxes</b>	<b>151,721,366</b>	<b>151,721,366</b>	<b>32,376,615</b>	<b>21.34%</b>	<b>47,929,409</b>	<b>(15,385,482)</b>	<b>-32.10%</b>
<b>LICENSES &amp; PERMITS</b>							
Business Licenses	959,500	959,500	376,371	39.23%	399,016	(22,645)	-5.68%
Fire Operation Permits	2,250,000	2,250,000	950,144	42.23%	3,441,426	(2,491,282)	100.00%
Building Permits	4,657,500	4,657,500	2,600,010	55.82%	317,117	2,282,893	719.89%
Electric Permits	517,500	517,500	213,290	41.22%	253,389	(40,099)	-15.83%
Plumbing Permits	310,500	310,500	193,169	62.21%	243,787	(50,618)	-20.76%
Mechanical Permits	258,750	258,750	175,973	68.01%	37,068	138,905	374.74%
Miscellaneous Permits	46,575	46,575	33,919	72.83%	-	33,919	0.00%
<b>Total Licenses &amp; Permits</b>	<b>9,000,325</b>	<b>9,000,325</b>	<b>4,542,876</b>	<b>50.47%</b>	<b>4,691,803</b>	<b>(148,926)</b>	<b>-3.17%</b>
<b>FINES &amp; PENALTIES</b>	<b>1,689,225</b>	<b>1,689,225</b>	<b>547,824</b>	<b>32.43%</b>	<b>797,222</b>	<b>(249,398)</b>	<b>-31.28%</b>
<b>INTERGOVERNMENTAL</b>	<b>168,755</b>	<b>5,228,755</b>	<b>5,258,920</b>	<b>100.58%</b>	<b>1,315,741</b>	<b>3,943,179</b>	<b>299.69%</b>
<b>CHARGES FOR SERVICES</b>	<b>33,144,722</b>	<b>33,180,892</b>	<b>12,999,127</b>	<b>39.18%</b>	<b>17,405,501</b>	<b>(4,406,374)</b>	<b>-25.32%</b>
<b>CONTRIBUTION IN LIEU</b>	<b>24,333,275</b>	<b>24,333,275</b>	<b>10,138,864</b>	<b>41.67%</b>	<b>9,622,745</b>	<b>516,119</b>	<b>5.36%</b>
<b>USE OF MONEY &amp; PROPERTY</b>							
Interest	5,697,500	5,697,500	788,314	13.84%	1,852,307	(1,063,993)	-57.44%
Rent	8,658,991	8,658,991	3,699,910	42.73%	3,359,492	340,418	10.13%
<b>Total Use of Money &amp; Property</b>	<b>14,356,491</b>	<b>14,356,491</b>	<b>4,488,224</b>	<b>31.26%</b>	<b>5,211,799</b>	<b>(723,575)</b>	<b>-13.88%</b>
<b>MISCELLANEOUS REVENUES</b>	<b>100,001</b>	<b>100,001</b>	<b>947,199</b>	<b>947.19%</b>	<b>236,087</b>	<b>711,112</b>	<b>301.21%</b>
<b>LAND PROCEEDS</b>	<b>4,050,000</b>	<b>4,050,000</b>	<b>164,606</b>	<b>4.06%</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>OTHER FINANCING SOURCES</b>							
Operating Transfer In - Storm Drain	1,398,145	1,398,145	1,398,145	100.00%	1,447,000	(48,855)	-3.38%
Operating Transfer In - Reserves	11,290,582	11,645,812	11,290,582	96.95%	3,629,538	7,661,044	211.07%
Operating Transfer In - Fund Balances <sup>(1)</sup>	-	5,338,670	5,338,670	100.00%	5,835,921	(497,251)	-8.52%
Operating Transfer In - Miscellaneous	667,885	1,879,011	277,350	14.76%	54,250	223,100	411.24%
<b>Total Other Financing Sources</b>	<b>13,356,612</b>	<b>20,261,638</b>	<b>18,304,747</b>	<b>90.34%</b>	<b>10,966,709</b>	<b>7,338,038</b>	<b>66.91%</b>
<b>STADIUM OPERATION</b>							
Charges for Services	7,988,313	7,496,688	2,359,183	31.47%	2,310,829	48,354	2.09%
Rent and Licensing	3,333,185	1,124,810	466,795	41.50%	489,457	(22,662)	-4.63%
<b>Total Stadium Operation</b>	<b>11,321,498</b>	<b>8,621,498</b>	<b>2,825,978</b>	<b>32.78%</b>	<b>2,800,286</b>	<b>25,692</b>	<b>0.92%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 263,242,270</b>	<b>\$ 272,543,466</b>	<b>\$ 92,594,980</b>	<b>33.97%</b>	<b>\$ 100,977,302</b>	<b>\$ (8,379,616)</b>	<b>-8.30%</b>

(1) The Operating Transfer In - Fund Balances includes the carryover encumbrances of open purchase orders as of June 30, 2019 and mid-year budget amendment from reserves.

### General Fund Revenues

**Sales Tax:** The City of Santa Clara sales tax rate is 9.0%, of which the City receives 1.0%. Through November 30, 2019, sales tax collections were \$15.8 million. These collections represent the sales tax revenue generated for the months of July, August, and September 2019. While last year saw collections of \$26.0 million through the same period, these collections were for the months of May through September 2018. Based on receipts for the first quarter and the estimates from the City's Sales Tax consultant, MuniServices, collections are projected to total \$60.3 million in FY 2019/20, exceeding the budgeted estimate of \$58.2 million.

**Property Tax:** The majority of property tax revenue is collected in December and April each year. Based on the latest estimates from the County of Santa Clara, it is anticipated that collections in this category will reach \$65.3 million, slightly exceeding the FY 2019/20 budgeted estimate of \$64.4 million. Property tax collections totaled \$8.9 million through November, which is slightly higher than what was collected last year through the same period.

**Transient Occupancy Tax (TOT):** TOT is calculated as a percentage of City hotel/motel room charges. The City's current TOT rate is 9.5%. Through November 30, 2019, \$6.5 million has been collected, which is \$4.3 million less than what was collected through November 2018. This variance from last year's collections is attributable to the budget methodology change. Based on receipts through November, collections are tracking to meet or slightly exceed the budgeted estimate of \$23.0 million.

**Other Taxes:** Includes franchise tax and documentary transfer tax. The City has collected \$1.1 million, which is 17.8% of the budgeted estimate of \$6.1 million. This decrease in revenue compared to last year's collections through the same period is mainly attributable to the change in budgeting methodology. Receipts in this category are tracking close to the budgeted estimate.

**Licenses & Permits:** Includes business licenses, building permits, and other building and planning permits and fees. Overall licenses and permits revenue collections are above par and totaled \$4.5 million, or 50.5% of the modified budget of \$9.0 million. These collections are consistent with what was collected through the same period last fiscal year. If current collection trends continue, receipts are projected to exceed the budgeted estimate by approximately \$2 million. For the building development revenues, any excess revenues over expenditures will be placed in the Building Inspection Reserve.

**Fines & Penalties:** Includes vehicle, parking, court fines, and miscellaneous penalty fines. The revenue collected in this category totaled just over \$0.5 million. This revenue category had revenue that was accrued in fiscal year 2018/19, resulting in lower current year collections through November 30, 2019. Additionally, activity levels in the collection charges and traffic fines accounts are lower compared to last fiscal year. Collections are tracking close to the budgeted estimate of \$1.7 million, which is below the prior year actual collection level of \$2.1 million.

**Intergovernmental:** Includes motor vehicle fees, state homeowner tax relief, state mandated reimbursement and redistribution of land sale proceeds and ground leases from the Successor Agency.

Through November 30, 2019, collections totaled approximately \$5.3 million, meeting this year's budgeted estimate and exceeding last fiscal year's collections through the same period. This increase is due to a Santana West settlement payment in the amount of \$5.0 million for the Related project received from the City of San José. These funds are restricted for affordable housing and transportation improvements and have been set aside in a separate reserve.

**Charges for Services:** Includes various plan check and zoning-related fees, engineering fees, administrative fees, and community service revenue from various recreational activities. Revenue collections of approximately \$13.0 million through November were \$4.4 million below prior year receipts through the same period due to lower plan check and sign fees and fire construction permits collections as well as lower budgeted administrative payments. Collections through November were slightly below par at 39.2% due to a large accrual in the prior year that impacted the timing of payments. The development-related fees in this category are tracking above the budget. If current collection trends continue, receipts are projected to exceed the budgeted estimate by at least \$2 million by year-end.

**Contribution in Lieu:** In accordance with the City's charter, Silicon Valley Power pays 5.0% of gross revenues as contribution-in-lieu of taxes. These revenues provide funding for general government services such as public safety, public works, parks and recreation, library, and administration. Through November, \$10.1 million has been received, which is consistent with the budgeted estimate of \$24.3 million. However, these payments were based on the budgeted estimate and will be trued up later in the fiscal year. Based on prior year activity and current estimates, collections in this category may fall below the budgeted estimate by over \$1 million.

**Use of Money & Property:** Includes realized investment income and rental income. Interest income and rent revenue collections totaled \$4.5 million, which is below the budgeted estimate at 31.3% due to the timing of payments for interest earnings related to the prior year accrual. Receipts in this category are tracking to meet or slightly exceed the budgeted estimate by year-end.

**Miscellaneous Revenues:** Includes developer fees, donations, damage recovery, sale of scrap, and one-time miscellaneous revenues. As of November 30, 2019, collections totaled \$0.9 million, which exceeds the budgeted estimate. This is a result of proceeds from the sale the right-of-way related to the vacated land sale on Fremont Street and Sherman Street.

**Land Proceeds:** Includes revenue for the sale of City-owned land. Through November 30, 2019, proceeds totaled approximately \$0.2 million, resulting from the sale of vacated land located on Fremont Street and Sherman Street.

**Stadium Operation:** The revenue for Stadium Operations totaled approximately \$2.8 million through November 30, 2019, which is consistent with collections through the same period last fiscal year. This is well below par due to the timing of invoices and payments by the Forty Niners Management Company. In addition, Non-NFL performance-based rent is not projected to meet the FY 2019/20 Adopted Budget estimate due to a significantly lower than anticipated number of Non-NFL events at the Stadium. A separate downward adjustment of \$2.7 million was approved as part of the Budgetary Year-

## Financial Status Report as of November 30, 2019

End Report to decrease these revenues, which is reflected in the Amended Budget column in the table above.

### General Fund Expenditures

As of November 30, 2019, \$116.2 million or 42.6% of the General Fund operating budget had been expended. Overall, expenditures in the General Fund are within budgeted levels at this time of the year. However, there are a few departments that are tracking above estimated levels through November.

#### CITY OF SANTA CLARA GENERAL FUND EXPENDITURES OVERVIEW AND COMPARISON BY FUNCTION

Function	FISCAL YEAR 2019/20				PY EXPENDITURES COMPARISON		
	Adopted Budget	Amended Budget	Actual Through 11/30/2019	Percentage Used	Actual Through 11/30/2018	\$ Change From Prior Year	Percentage Change
<b>GENERAL GOVERNMENT</b>							
Non-Departmental	\$ 11,909,566	\$ 14,232,673	\$ 1,526,510	10.73%	\$ 744,471	\$ 782,039	105.05%
City Council	894,953	894,953	382,203	42.71%	306,221	75,982	24.81%
City Clerk	1,389,880	1,662,880	533,755	32.10%	805,300	(271,545)	-33.72%
City Manager	6,554,276	7,406,171	2,157,336	29.13%	2,387,730	(230,394)	-9.65%
City Attorney	2,260,512	2,279,523	814,048	35.71%	726,619	87,429	12.03%
Human Resources	4,409,195	4,622,757	1,534,445	33.19%	1,216,597	317,848	26.13%
Finance	15,719,734	16,653,861	5,809,325	34.88%	4,771,963	1,037,362	21.74%
Information Technology	-	-	-	0.00%	3,080,221	(3,080,221)	-100.00%
<b>Total General Government</b>	<b>43,138,116</b>	<b>47,752,818</b>	<b>12,757,622</b>	<b>26.72%</b>	<b>14,039,122</b>	<b>(1,281,500)</b>	<b>-9.13%</b>
<b>PUBLIC WORKS</b>	<b>23,579,460</b>	<b>23,809,037</b>	<b>9,901,417</b>	<b>41.59%</b>	<b>10,302,594</b>	<b>(401,177)</b>	<b>-3.89%</b>
<b>COMMUNITY DEVELOPMENT</b>	<b>14,186,780</b>	<b>15,797,068</b>	<b>5,532,857</b>	<b>35.02%</b>	<b>4,818,436</b>	<b>714,421</b>	<b>14.83%</b>
<b>PARKS AND RECREATION</b>	<b>22,401,233</b>	<b>23,011,286</b>	<b>9,540,490</b>	<b>41.46%</b>	<b>8,029,655</b>	<b>1,510,835</b>	<b>18.82%</b>
<b>PUBLIC SAFETY</b>							
Fire	52,783,063	53,521,728	23,219,270	43.38%	22,096,304	1,122,966	5.08%
Police	73,397,279	74,009,459	31,422,659	42.46%	27,335,755	4,086,904	14.95%
<b>Total Public Safety</b>	<b>126,180,342</b>	<b>127,531,187</b>	<b>54,641,929</b>	<b>42.85%</b>	<b>49,432,059</b>	<b>5,209,870</b>	<b>10.54%</b>
<b>LIBRARY</b>	<b>11,310,791</b>	<b>11,346,604</b>	<b>4,399,160</b>	<b>38.77%</b>	<b>4,303,964</b>	<b>95,196</b>	<b>2.21%</b>
<b>DEPARTMENTAL SUBTOTAL</b>	<b>240,796,722</b>	<b>249,248,000</b>	<b>96,773,475</b>	<b>38.83%</b>	<b>90,925,830</b>	<b>5,847,645</b>	<b>6.43%</b>
<b>OTHER FINANCING USES</b>							
Operating Transfer Out - Miscellaneous	526,688	526,688	428,445	81.35%	885,578	(457,133)	-51.62%
Operating Transfer Out - Rental Income	-	-	-	0.00%	14,065	(14,065)	-100.00%
Operating Transfer Out - Debt Services	1,710,474	1,710,474	1,710,474	100.00%	2,501,494	(791,020)	-31.62%
Operating Transfer Out - Maintenance Districts	917,331	917,331	917,331	100.00%	-	917,331	N/A
Operating Transfer Out - Cemetery	703,490	703,490	703,490	100.00%	618,081	85,409	13.82%
Operating Transfer Out - CIP	11,643,673	11,643,673	11,643,673	100.00%	-	11,643,673	N/A
Operating Transfer Out - Reserves	344,360	1,172,470	1,172,470	100.00%	-	-	N/A
<b>Total Other Financing Uses</b>	<b>15,846,016</b>	<b>16,674,126</b>	<b>16,575,883</b>	<b>99.41%</b>	<b>4,019,218</b>	<b>11,384,195</b>	<b>283.24%</b>
<b>STADIUM OPERATION</b>	<b>6,599,532</b>	<b>6,621,340</b>	<b>2,837,889</b>	<b>42.86%</b>	<b>2,480,826</b>	<b>357,063</b>	<b>14.39%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 263,242,270</b>	<b>\$ 272,543,466</b>	<b>\$ 116,187,247</b>	<b>42.63%</b>	<b>\$ 97,425,874</b>	<b>\$ 17,588,903</b>	<b>18.05%</b>

### General Fund Expenditures

Below is an explanation of certain budget to actual expenditure variances by program. Other program expenditures not described below are within expectations. Effective fiscal year 2019/20, the Information Technology budget was shifted from the General Fund to a newly established internal services fund.

**Non-Departmental:** Includes expenditures that are not attributable to a single department, but a function of the City in general. Through November 30, 2019, expenditures were at 10.7% of budget, primarily due to lower expenditures in the salary and benefits and materials, services and supplies categories. The Non-Departmental budget also includes a \$4.0 million loan to fund an affordable housing project that was approved by the City Council on January 29, 2019, which has not yet been expended. As approved as part of the Budgetary Year-End Report, \$1.8 million was added to the Non-Departmental budget. Of this amount, \$1.2 million was carried over from the prior fiscal year and \$0.6 million was additional funding provided to cover costs related to Fair Labor Standards Act (FLSA) requirements for retroactive overtime costs and payouts.

**City Manager:** The actual expenditures through November 30, 2019 were at 29.1% of the budget. This is primarily due to lower than anticipated spending in the contractual services category. The contractual services spend is expected to increase as the year progresses.

**Community Development:** This department consists of three divisions: Planning, Building, and Housing and Community Services. Departmental expenditures totaled \$5.5 million as of November 30, 2019, which is below par for this time of year. This is primarily a result of vacancy savings.

**Fire Department:** Actual expenditures totaled \$23.2 million, which is slightly above par at 43.4%. Overall salary and benefits expenditures in the Fire Department are tracking above budget, particularly in the overtime category due to minimum staffing requirements. This is partially offset by lower than budgeted expenditures in the materials, services, and supplies category. Funding of \$350,000 was added to the Fire Department budget to account for estimated FLSA eligible overtime costs. A budget amendment will be brought forward to increase the overtime budget at a later date as staff will continue to monitor this expenditure category.

**Police Department:** Expenditures through November 30, 2019 totaled \$31.4 million, which is slightly above budgeted levels at 42.5%. The salary expenditures were above budget primarily in the as-needed and overtime categories, resulting from additional staffing needs for events including Great America's Halloween Haunt and mutual aid provided to the Gilroy Garlic Festival shooting and investigation. There have also been new City events that have required Police staffing such as the Parade of Champions and Comic Con. These higher expenditures are partially offset by lower than budgeted expenses in the materials, services, and supplies category.

**Stadium Operation:** Stadium operating expenditures are incurred first and billed on a reimbursement basis creating a timing difference in revenue recognition. Stadium expenditures totaled \$2.8 million through November 30, 2019 and are tracking slightly above budgeted levels, primarily attributable to higher expenses in the salary and benefits categories.

### Special Revenue Funds

The table below is a summary of revenues and expenditures of select Special Revenue Funds as of November 30, 2019. The amended budget for both reflects carryover appropriations from fiscal year 2018/19 in addition to various budget amendments approved by the City Council through November 2019. The revenues received through the end of November totaled approximately \$1.2 million, while expenditures totaled \$1.6 million.

#### CITY OF SANTA CLARA SPECIAL REVENUE FUNDS REVENUE AND EXPENDITURE - OVERVIEW AND COMPARISON BY FUND

Fund Description	REVENUES - FISCAL YEAR 2019/20				PRIOR YEAR REVENUE COMPARISON		
	Adopted Budget	Amended Budget	Actual Through 11/30/2019	Percentage received	Actual Through 11/30/2018	\$ Change From Prior Year	Percent Change
Housing Authority Fund	\$ 260,000	\$ 274,831	\$ 127,603	46.43%	\$ 126,708	\$ 895	0.71%
City Affordable Housing Fund	696,703	1,084,543	74,456	6.87%	61,609	12,847	20.85%
Housing Successor Fund	12,031,000	12,084,817	434,742	3.60%	1,059,284	(624,542)	-58.96%
Housing and Urban Development	2,626,117	3,418,900	598,146	17.50%	558,803	39,343	7.04%
<b>TOTAL</b>	<b>\$15,613,820</b>	<b>\$ 16,863,091</b>	<b>\$ 1,234,947</b>	<b>7.32%</b>	<b>\$ 1,806,404</b>	<b>\$ (571,457)</b>	<b>-31.64%</b>

Fund Description	EXPENDITURES - FISCAL YEAR 2019/20				PRIOR YEAR EXPENDITURE COMPARISON		
	Adopted Budget	Amended Budget	Actual through 11/30/2019	Percentage used	Actual through 11/30/2018	\$ Change From Prior Year	Percent Change
Housing Authority Fund	\$ 546,623	\$ 561,454	\$ 50,116	8.93%	\$ 11,140	\$ 38,976	349.87%
City Affordable Housing Fund	1,520,735	6,908,575	290,595	4.21%	154,475	136,120	88.12%
Housing Successor Fund	12,592,389	12,646,206	154,301	1.22%	187,074	(32,773)	-17.52%
Housing and Urban Development	3,846,296	3,418,900	1,154,617	33.77%	465,407	689,210	148.09%
<b>TOTAL</b>	<b>\$18,506,043</b>	<b>\$ 23,535,135</b>	<b>\$ 1,649,629</b>	<b>7.01%</b>	<b>\$ 818,096</b>	<b>\$ 831,533</b>	<b>101.64%</b>

The majority of the budget in the housing funds account for two development loans, which would allow for the construction of affordable housing projects, referred to as the Corvin Supportive Housing and the Agrihood Mixed-Use Development projects. Pending the receipt of proceeds from the sale of land and execution of the loan agreements, both the revenues and expenditures are expected to increase.



### Governmental Capital Improvement Funds

The carryover of prior year budget amounts is necessary when services or projects are started but not completed at the end of the fiscal year. This is especially true for the Capital Improvement Program (CIP) that typically spans several years.

The table below lists the total amended budget amounts for the Capital Improvement Funds, which consist of current year appropriations, prior year carryover balances in Governmental Capital Improvement Funds, and budget amendments approved through November 2019. As of November 30, 2019, these capital fund expenditures totaled \$21.2 million, or 16.6% of the amended budget. Expenditures are anticipated to increase through the remainder of the year as departments continue to make progress on approved capital projects. It is also anticipated that unspent capital funds will be carried over into next fiscal year for those projects that have not yet been completed.

### CITY OF SANTA CLARA GOVERNMENTAL CAPITAL IMPROVEMENT FUNDS SUMMARY OF EXPENDITURES

EXPENDITURES - FISCAL YEAR 2019/20						
Fund Description	Current Year Appropriation	Prior Year Carryforward	Total Amended Budget	Actual Through 11/30/2019	Percentage Used	
Parks & Recreation	\$ 4,822,471	\$ 27,755,989	\$ 32,578,460	\$ 11,433,894	35.10%	
Streets & Highways	18,897,298	39,683,426	58,580,724	7,997,877	13.65%	
Storm Drain	4,950,506	3,356,378	8,306,884	414,770	4.99%	
Fire	665,050	676,627	1,341,677	250,643	18.68%	
Library	10,633	272,238	282,871	26,504	9.37%	
Public Buildings	3,954,676	7,902,803	11,857,479	554,613	4.68%	
General Gov't - Other	1,466,483	12,938,675	14,405,158	516,133	3.58%	
<b>TOTAL</b>	<b>\$ 34,767,117</b>	<b>\$ 92,586,136</b>	<b>\$ 127,353,253</b>	<b>\$ 21,194,434</b>	<b>16.64%</b>	



## Financial Status Report as of November 30, 2019

### Enterprise Funds

The table below is a summary of revenues and expenses for the Enterprise Operating Funds as of November 30, 2019. Overall, revenues and expenditures are tracking below budgeted levels.

Effective fiscal year 2019/20, the City switched from a cash basis budgetary reporting to an accrual basis, which is reflected in the tables of this report. At the end of November 2019, revenues appear to be lower than prior year collections and below par due to revenue accruals booked in fiscal year 2018/19 and received in fiscal year 2019/20. As a result, the comparison of prior year revenue and expenditure in this report will display variances. For fiscal year 2019/20, the City is still anticipated to maintain a positive operating position for each of its Enterprise Operating Funds.

### CITY OF SANTA CLARA ENTERPRISE OPERATING FUNDS REVENUES AND EXPENSES - OVERVIEW AND COMPARISON BY FUND

Fund Description	REVENUES - FISCAL YEAR 2019/20				PRIOR YEAR REVENUE COMPARISON		
	Adopted Budget	Amended Budget	Actual Through 11/30/2019	Percentage received	Actual Through 11/30/2018	\$ Change From Prior Year	Percent Change
Electric Utility Fund	\$ 516,210,630	\$ 517,124,077	\$ 178,062,128	34.43%	\$ 183,408,441	\$ (5,346,313)	-2.91%
Water Utility Fund	53,411,144	56,080,779	22,889,047	40.81%	23,218,329	(329,282)	-1.42%
Sewer Utility Fund	94,169,500	94,259,046	15,868,984	16.84%	17,396,351	(1,527,367)	-8.78%
Cemetery Fund	645,150	645,150	199,191	30.88%	249,798	(50,607)	-20.26%
Solid Waste Utility Fund	28,033,703	28,760,383	9,739,283	33.86%	10,566,780	(827,497)	-7.83%
Water Recycling Fund	6,769,200	7,779,200	3,015,211	38.76%	3,687,607	(672,396)	-18.23%
<b>TOTAL REVENUE</b>	<b>\$ 699,239,327</b>	<b>\$ 704,648,635</b>	<b>\$ 229,773,844</b>	<b>32.61%</b>	<b>\$ 238,527,306</b>	<b>\$ (8,753,462)</b>	<b>-3.67%</b>

Fund Description	EXPENSES - FISCAL YEAR 2019/20				PRIOR YEAR EXPENSE COMPARISON		
	Adopted Budget	Amended Budget	Actual through 11/30/2019	Percentage Used	Actual through 11/30/2018	\$ Change From Prior Year	Percent Change
Electric Utility Fund	\$ 486,468,491	\$ 487,466,938	\$ 175,751,719	36.05%	\$ 161,849,568	\$ 13,902,151	8.59%
Water Utility Fund	46,449,085	49,118,720	18,597,106	37.86%	19,875,518	(1,278,412)	-6.43%
Sewer Utility Fund	28,451,451	28,540,997	12,149,005	42.57%	11,726,539	422,466	3.60%
Cemetery Fund	1,399,333	1,399,333	563,890	40.30%	526,999	36,891	7.00%
Solid Waste Utility Fund	27,470,657	28,197,337	8,275,792	29.35%	9,281,950	(1,006,158)	-10.84%
Water Recycling Fund	5,349,013	6,359,013	1,391,458	21.88%	3,138,388	(1,746,930)	-55.66%
<b>TOTAL - Operating Appropriations</b>	<b>\$ 595,588,030</b>	<b>\$ 601,082,338</b>	<b>\$ 216,728,970</b>	<b>36.06%</b>	<b>\$ 206,398,962</b>	<b>\$ 10,330,008</b>	<b>5.00%</b>

Revenues in the electric, water, and sewer utility (which also includes sewer debt service) and water recycling funds are primarily from customer service charges. The activity levels for these customer service charges also impact the resource and production costs on the expenditure side for these funds. The lower the revenue from customer service charges, the lower the expenditures in the resource and production category. Across water, sewer, and water recycling funds, contractual services expenditures are higher than budgeted levels; however, this is primarily offset by savings in the salary and benefits categories. In the Electric Utility Fund, the revenue received in this fund dictates the contribution in-lieu expenditure.

A summary of expenses in the Enterprise Capital Improvement Funds is detailed in the table below. Actuals through November totaled \$28.2 million, or 10.5% of the amended budget. Similar to the general government capital funds, expenditures are anticipated to increase through the remainder of the year as departments continue to make progress on approved capital projects. It is also anticipated that unspent capital funds will be carried over into next fiscal year for those projects that have not yet been completed.

### CITY OF SANTA CLARA ENTERPRISE CAPITAL IMPROVEMENT FUNDS SUMMARY OF EXPENSES

Fund Description	EXPENSES - FISCAL YEAR 2019/20					Prior Year
	Current Year Appropriation	Prior Year Carryforward	Total Amended Budget	Actual Through 11/30/2019	Percentage Used	Actual Through 11/30/2018
Electric Utility Fund	\$ 42,201,913	\$ 109,524,615	\$ 151,726,528	\$ 10,999,750	7.25%	\$ 9,545,178
Street Lighting <sup>(1)</sup>	50,000	5,927,148	5,977,148	14,409	0.24%	22,428
Water Utility Fund	13,585,735	13,953,550	27,539,285	770,565	2.80%	2,053,900
Sewer Utility Fund	57,309,651	26,007,778	83,317,429	16,236,916	19.49%	10,523,328
Solid Waste Utility Fund	490,000	360,338	850,338	209,710	24.66%	176,793
Water Recycling Fund	50,000	-	50,000	-	-	-
<b>TOTAL - CIP Appropriations</b>	<b>\$ 113,687,299</b>	<b>\$ 155,773,429</b>	<b>\$ 269,460,728</b>	<b>\$ 28,231,350</b>	<b>10.48%</b>	<b>\$ 22,321,627</b>

(1) Street Lighting fund is part of Electric Capital Improvement Funds

### Fund Reserves

By policy, City Council established the City's General Contingency Reserve, under which reserves for Budget Stabilization and Capital Projects were established.

- Budget Stabilization Reserve is set aside for weathering economic downturns, emergency financial crisis, or disaster situations. The reserve target is equal to the expenditures of the City's General Fund operations for three months (90-day or 25% General Fund Adopted Operating Budget).
- Capital Projects Reserve earmarks funds for the Capital Improvement Program.

Other General Reserves and Enterprise Fund Reserves included in this report are highlighted as follows:

- Building Inspection Reserve accounts for surplus funds from user fees in the Community Development Department's Building Inspection Division and is restricted to fund Building Division costs.
- Technology Fee Reserve is set aside to update and/or replace the City's aging technology and to ensure internal controls are in compliance with current business standard and legal requirements.
- Land Sale Reserve is net proceeds from the sale of City-owned land, with interest earned on these funds available to be appropriated for General Fund operating expenditures. This reserve is available for appropriation by City Council action.
- The Electric Utility Reserve assures sufficient operating cash is available to ensure debt service coverage.
- The Replacement and Improvement Reserve in the Water and Sewer Utility Funds is for future capital improvement.
- The Water Conservation Reserve is to enhance water conservation activities in response to the drought.

The table below summarizes select reserve balances. All budget amendments approved as part of the Budgetary Year-End Report that was presented to the City Council on November 5, 2019, are reflected in this monthly financial report.

### DETAIL OF SELECTED FUND RESERVE BALANCES:

	GENERAL FUND	ELECTRIC	WATER	SEWER
Budget Stabilization Reserve	\$ 81,069,146			
Capital Projects Reserve	28,339,551			
Land Sale Reserve	21,531,838			
Building Inspection Reserve	15,605,480			
Technology Fee Reserve	284,129			
Rate Stabilization Fund Reserve		\$ 25,000,000		
Cost Reduction Fund Reserve		98,947,182		
DVR Power Plant Contracts Reserve		5,078,163		
Replacement & Improvement			\$ 303,090	\$ 1,507,553
<b>TOTALS</b>	<b>\$ 146,830,144</b>	<b>\$ 129,025,345</b>	<b>\$ 303,090</b>	<b>\$ 1,507,553</b>

### Long-Term Interfund Advances

The funds below have made advances/loans which are not expected to be repaid within the next year. The loan from the General Fund to for Parks and Recreation Facilities reflects proceeds from the Land Sale Reserve for the purchase of property at the Reed and Grant Sports Park. This loan is anticipated to be repaid by 25% of future Mitigation Fee Act revenue until the loan is paid in full.

DETAIL OF LONG TERM INTERFUND ADVANCE BALANCES:			
Fund Receiving Advance/Loan	Fund Making Advance/Loan	Type	Amount of Advance / Commitment
Cemetery	General Fund	Advance	\$ 6,339,380
Santa Clara Golf & Tennis Club	General Fund	Advance	4,224,134
Parks and Recreation Facilities	General Fund	Loan	10,130,273
<b>TOTALS</b>			<b>\$ 20,693,787</b>

### Donations to the City of Santa Clara

Donations received by department during the month of November 2019 and for fiscal year 2019/20 are shown in the table below.

Department	Nov-19	Fiscal Year 2019/20 Year To Date	Donor	Designated Use
City Manager's Office	\$ 25	\$ 225	Various	Help Your Neighbor
Parks and Recreation	12,050	30,070	Various	Various Parks and Recreation Programs
Parks and Recreation	-	89,834	Various	Arts, Crafts and Wine Festival
Fire	-	330	Various	Emergency Supplies
<b>TOTALS</b>	<b>\$ 12,075</b>	<b>\$ 120,459</b>		



**City of  
Santa Clara**  
The Center of What's Possible

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## **MONTHLY INVESTMENT REPORT**

**November 2019**

# **City of Santa Clara**

## **Monthly Investment Report**

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**CITY OF SANTA CLARA  
SUMMARY OF INVESTMENT PORTFOLIO**

All securities held by the City of Santa Clara as of November 30, 2019 were in compliance with the City's Investment Policy Statement regarding current market strategy and long-term goals and objectives. All securities held are rated "A" or higher by two nationally recognized rating agencies. There is adequate cash flow and maturity of investments to meet the City's needs for the next six months.

The following table provides the breakdown of the total portfolio among the City, the Sports and Open Space Authority (SOSA), and the Housing Authority (HA) as of November 30, 2019.

	<b><u>BOOK VALUE</u></b>	<b><u>PERCENTAGE</u></b>
City	\$740,989,727	99.53%
SOSA	84,153	0.01%
HA	<u>3,433,065</u>	<u>0.46%</u>
Unrestricted	\$744,506,945	<u>100.00%</u>
Restricted Bond Proceeds	<u>2,135,969</u>	
Total Investments	<u>\$746,642,914</u>	

On November 30, 2019 the book value and market value of the City's unrestricted pooled investment portfolio were \$744,506,945 and \$751,592,250, respectively.

**Investment Strategy and Market Update**

The City's investment strategy for November 2019 was to invest funds not required to meet current obligations, in securities listed in the prevailing Investment Policy Statement, with maturities not to exceed five years from date of purchase. This strategy ensures safety of the City's funds, provides liquidity to meet the City's cash needs, and earns a reasonable portfolio return.

As of November 30, 2019, 51.41% of the City's portfolio consists of securities issued by four different Federal Agencies. In addition, City bond proceeds are invested in separate funds and are not included in the calculation of the City's portfolio yield. The average maturity of the City's portfolio was 2.13 years and the City's portfolio yield vs. the 24-month moving average yield of two-year Treasury Notes (Benchmark Yield\*) was as follows:

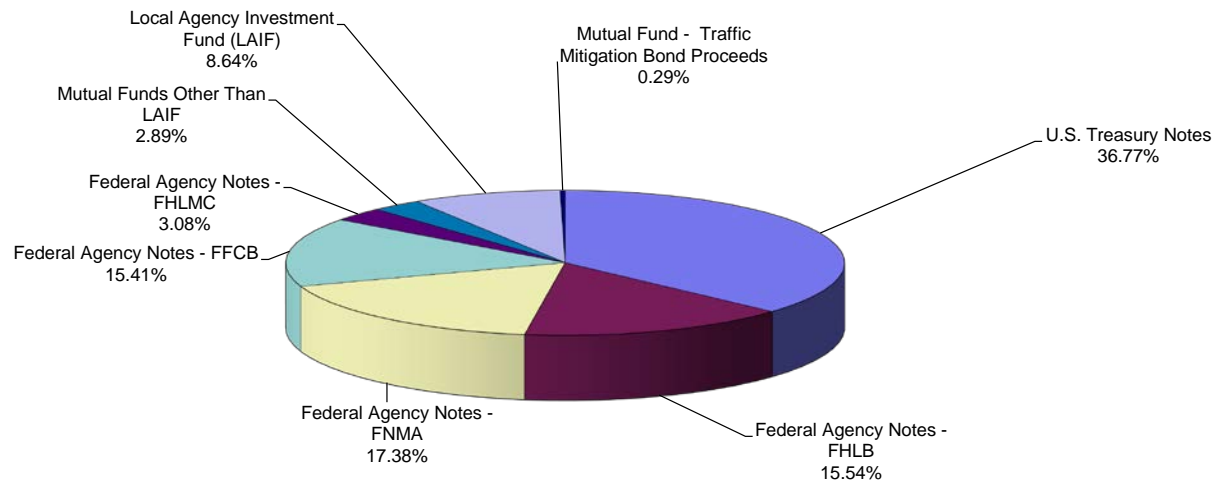
<b><u>PERIOD</u></b>	<b><u>CITY'S PORTFOLIO YIELD</u></b>	<b><u>BENCHMARK YIELD*</u></b>	<b><u>AVERAGE MATURITY (YEARS)</u></b>
November 2019	2.00%	2.23%	2.13
October 2019	1.98%	2.24%	2.08
November 2018	1.84%	1.92%	2.07

\*Beginning March 2019, the Benchmark Yield was revised from a 12-month moving average yield of two-year Treasury Notes to a 24-month moving average yield of two-year Treasury Notes to provide for a better measurement of the portfolio's performance by more closely approximating the benchmark with the portfolio's target weighted average maturity of less than three years. The November 2018 Benchmark Yield has been updated to reflect a 24-month moving average yield.



**CITY OF SANTA CLARA  
SUMMARY OF INVESTMENTS NOVEMBER 30, 2019**

<u>INVESTMENT TYPE</u>	<u>BOOK VALUE</u>	<u>% OF PORTFOLIO</u>	<u>PER INVESTMENT POLICY</u>
U.S. Treasury Notes	274,553,998	36.77%	No Limit
Federal Agency Notes - FHLB	116,044,346	15.54%	40%
Federal Agency Notes - FNMA	129,784,182	17.38%	40%
Federal Agency Notes - FFCB	115,067,182	15.41%	40%
Federal Agency Notes - FHLMC	22,986,937	3.08%	40%
Mutual Funds Other Than LAIF	21,560,139	2.89%	10% Per Fund
Local Agency Investment Fund (LAIF)	64,510,160	8.64%	\$65 M
Mutual Fund - Traffic Mitigation Bond Proceeds	2,135,970	0.29%	10% Per Fund
<b>TOTAL INVESTMENTS</b>	<b>\$ 746,642,914</b>	<b>100.00%</b>	



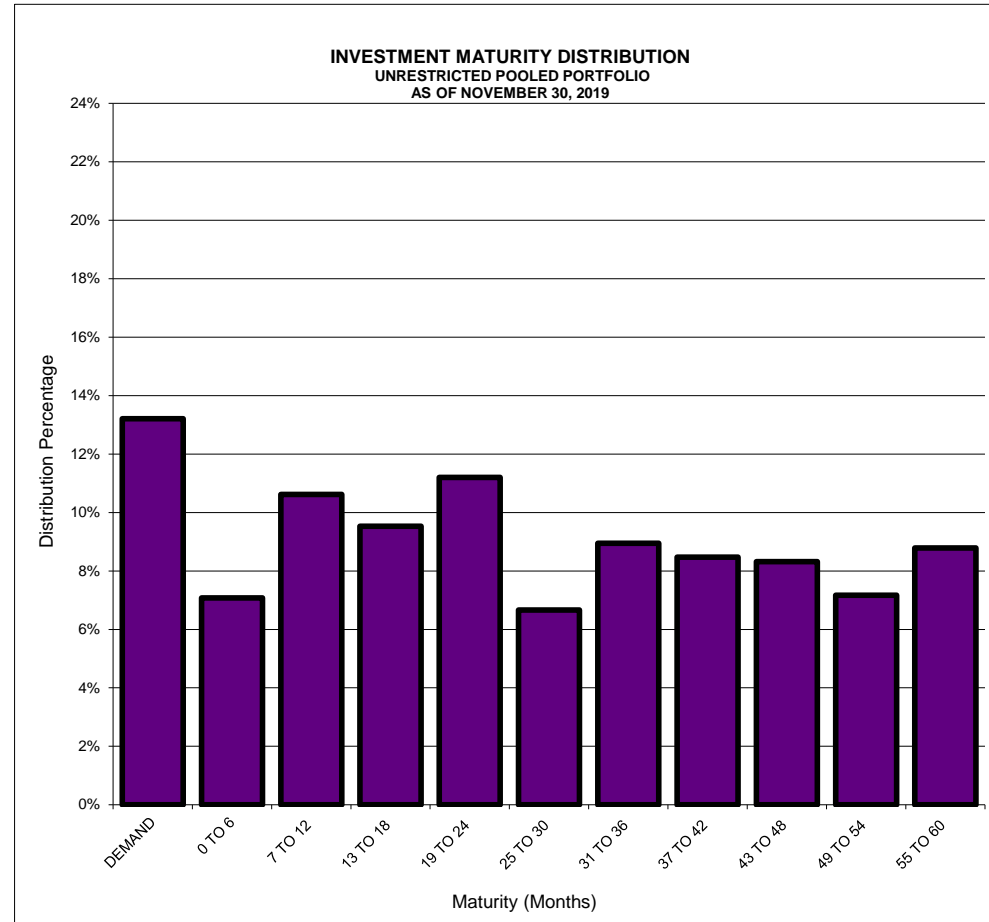
CITY OF SANTA CLARA

**INVESTMENT MATURITY DISTRIBUTION  
AS OF NOVEMBER 30, 2019  
UNRESTRICTED POOLED PORTFOLIO**

<b>MATURITY (IN MONTHS)</b>	<b>BOOK VALUE</b>	<b>NUMBER OF INVESTMENTS</b>	<b>DISTRIBUTION</b>
DEMAND	\$ 98,357,293 (a)	4	13.21%
0 TO 6	52,718,394	7	7.08%
7 TO 12	79,068,293	11	10.62%
13 TO 18	70,952,537	12	9.53%
19 TO 24	83,351,686	14	11.20%
25 TO 30	49,613,998	10	6.66%
31 TO 36	66,655,108	13	8.95%
37 TO 42	63,084,434	8	8.47%
43 TO 48	61,938,677	12	8.32%
49 TO 54	53,365,524	11	7.17%
55 TO 60	65,401,001	12	8.79%
<b>TOTAL</b>	<b>\$ 744,506,945</b>	<b>114</b>	<b>100.00%</b>

Average Maturity of Unrestricted Pool: 2.13 Years

(a) \$20 million is earmarked for the City's Electric Utility power-trading.



**CITY OF SANTA CLARA**

**List of Securities Brokers and Primary Dealers  
in U.S. Government Securities and Mutual Funds**

Raymond James

Higgins Capital, Inc.

Wedbush Securities

Mutual Securities, Inc.

UnionBanc Investment Services, LLC.

Ladenburg Thalmann & Co. Inc.

UBS Financial Services

All individuals securities purchased by the City of Santa Clara from Securities Brokers/Primary Dealers are delivered to the City's safekeeping account with Wells Fargo Bank, N.A..

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FINANCE DEPARTMENT  
CITY OF SANTA CLARA  
INVESTMENT INVENTORY WITH MARKET VALUE

ATTACHMENT A

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(RPTMKT)

INVESTMENTS OUTSTANDING AS OF 11/30/19  
MAJOR SORT KEY IS ICC#

INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17356	TREASURY NOTES 07/09/19 07/15/20	9128282J8	25 30	1 000	1.5000 1.9992	5,000,000.00 4,975,470.43	4,994,920.00 99.89840000000	28,328.80 IDC	19,449.57
A 17296	TREASURY NOTES 02/14/17 03/31/21	912828Q37	25 31	1 000	1.2500 1.8037	5,000,000.00 4,960,202.55	4,970,900.00 99.41800000000	10,587.43 IDC	10,697.45
A 17322	TREASURY NOTES 06/19/18 04/15/21	9128284G2	25 34	1 000	2.3750 2.6621	5,000,000.00 4,979,378.90	5,045,705.00 100.9141000000	15,249.32 IDC	66,326.10
A 17343	TREASURY NOTES 02/19/19 06/30/21	912828WR7	25 31	1 000	2.1250 2.4962	5,000,000.00 4,964,107.37	5,035,545.00 100.7109000000	44,463.32 IDC	71,437.63
A 17369	TREASURY NOTES 10/24/19 07/31/21	912828WY2	25 32	1 000	2.2500 1.6219	10,000,000.00 10,160,954.49	10,093,750.00 100.9375000000	75,203.81 IDC	-15,234.38
A 17338	TREASURY NOTES 01/17/19 10/15/21	9128285F3	25 31	1 000	2.8750 2.5432	5,000,000.00 5,031,731.46	5,111,720.00 102.2344000000	18,459.70 IDC	79,988.54
A 17321	TREASURY NOTES 05/22/18 11/30/21	912828U65	25 31	1 000	1.7500 2.8056	10,000,000.00 9,750,517.70	10,022,660.00 100.2266000000	87,978.14 IDC	272,142.30
A 17306	TREASURY NOTES 11/09/17 12/31/21	912828U81	25 30	1 000	2.0000 1.9150	5,000,000.00 5,010,146.96	5,037,305.00 100.7461000000	41,847.83 IDC	27,158.04
A 17312	TREASURY NOTES 02/26/18 01/31/22	912828V72	25 31	1 000	1.8750 2.5306	5,000,000.00 4,922,373.69	5,025,780.00 100.5156000000	31,334.92 IDC	103,406.31
A 17297	TREASURY NOTES 03/03/17 02/28/22	912828J43	25 25	1 000	1.7500 2.0678	5,000,000.00 4,962,520.57	5,013,865.00 100.2773000000	22,115.38 IDC	51,344.43
A 17334	TREASURY NOTES 12/14/18 02/28/22	912828J43	25 34	1 000	1.7500 2.7633	5,000,000.00 4,879,760.83	5,013,865.00 100.2773000000	22,115.38 IDC	134,104.17
A 17309	TREASURY NOTES 01/25/18 03/31/22	912828W89	25 34	1 000	1.8750 2.3684	5,000,000.00 4,941,636.63	5,029,295.00 100.5859000000	15,881.15 IDC	87,658.37
A 17308	TREASURY NOTES 01/22/18 04/30/22	912828X47	25 30	1 000	1.8750 2.3610	5,000,000.00 4,942,592.28	5,030,275.00 100.6055000000	7,984.20 IDC	87,682.72
A 17300	TREASURY NOTES 06/09/17 05/31/22	912828XD7	25 33	1 000	1.8750 1.7728	5,000,000.00 5,014,595.23	5,033,010.00 100.6602000000	47,131.15 IDC	18,414.77
A 17335	TREASURY NOTES 12/21/18 06/30/22	912828XG0	25 30	1 000	2.1250 2.6384	5,000,000.00 4,926,883.01	5,066,210.00 101.3242000000	44,463.32 IDC	139,326.99
A 17375	TREASURY NOTES 11/25/19 06/30/22	912828XG0	25 34	1 000	2.1250 1.5962	10,000,000.00 10,219,446.34	10,132,420.00 101.3242000000	88,926.63 IDC	-1,564.38
A 17315	TREASURY NOTES 03/27/18 07/31/22	9128282P4	25 30	1 000	1.8750 2.5915	5,000,000.00 4,898,928.55	5,034,765.00 100.6953000000	31,334.92 IDC	135,836.45
A 17303	TREASURY NOTES 09/29/17 08/31/22	912828L24	25 25	1 000	1.8750 1.9133	5,000,000.00 4,994,525.00	5,035,740.00 100.7148000000	23,695.05 IDC	41,215.00
A 17304	TREASURY NOTES 10/06/17 09/30/22	912828L57	25 34	1 000	1.7500 1.9583	5,000,000.00 4,970,387.62	5,020,115.00 100.4023000000	14,822.40 IDC	49,727.38
A 17318	TREASURY NOTES 04/20/18 09/30/22	9128282W9	25 31	1 000	1.8750 2.7400	5,000,000.00 4,878,712.02	5,037,695.00 100.7539000000	15,881.15 IDC	158,982.98
A 17305	TREASURY NOTES 10/31/17 10/31/22	912828M49	25 31	1 000	1.8750 2.0717	5,000,000.00 4,972,124.65	5,038,085.00 100.7617000000	7,984.20 IDC	65,960.35
A 17307	TREASURY NOTES 12/18/17 11/30/22	912828M80	25 30	1 000	2.0000 2.1689	5,000,000.00 4,972,112.23	5,057,030.00 101.1406000000	50,273.22 IDC	84,917.77
A 17320	TREASURY NOTES 05/15/18 12/31/22	912828N30	25 34	1 000	2.1250 2.8356	10,000,000.00 9,768,365.61	10,156,640.00 101.5664000000	88,926.63 IDC	388,274.39
A 17311	TREASURY NOTES 02/14/18 01/31/23	912828P38	25 32	1 000	1.7500 2.5665	5,000,000.00 4,866,550.26	5,021,485.00 100.4297000000	29,245.92 IDC	154,934.74

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FINANCE DEPARTMENT  
CITY OF SANTA CLARA  
INVESTMENT INVENTORY WITH MARKET VALUE

ATTACHMENT A

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INVESTMENTS OUTSTANDING AS OF 11/30/19  
MAJOR SORT KEY IS ICC#

INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17314	TREASURY NOTES 02/28/18 02/28/23	912828P79	25 34	1 000	1.5000 2.6828	10,000,000.00 9,615,662.65	9,966,410.00 99.66410000000	37,912.09 IDC	350,747.35
A 17317	TREASURY NOTES 04/11/18 03/31/23	912828Q29	25 25	1 000	1.5000 2.6243	10,000,000.00 9,633,638.20	9,966,020.00 99.66020000000	25,409.84 IDC	332,381.80
A 17319	TREASURY NOTES 05/09/18 04/30/23	912828R28	25 31	1 000	1.6250 2.8244	10,000,000.00 9,611,564.39	10,004,300.00 100.04300000000	13,839.29 IDC	392,735.61
A 17323	TREASURY NOTES 07/17/18 05/31/23	912828R69	25 32	1 000	1.6250 2.7633	10,000,000.00 9,576,833.90	10,005,080.00 100.05080000000	81,693.99 IDC	428,246.10
A 17339	TREASURY NOTES 01/17/19 06/30/23	912828S35	25 34	1 000	1.3750 2.5493	5,000,000.00 4,779,245.20	4,959,960.00 99.19920000000	28,770.38 IDC	180,714.80
A 17326	TREASURY NOTES 09/18/18 07/31/23	912828Y61	25 32	1 000	2.7500 2.8995	5,000,000.00 4,972,238.59	5,199,805.00 103.99610000000	45,957.88 IDC	227,566.41
A 17328	TREASURY NOTES 09/28/18 07/31/23	912828Y61	25 33	1 000	2.7500 2.9617	5,000,000.00 4,960,752.69	5,199,805.00 103.99610000000	45,957.88 IDC	239,052.31
A 17324	TREASURY NOTES 09/13/18 08/31/23	912828D1	25 31	1 000	1.3750 2.8673	5,000,000.00 4,723,808.95	4,957,810.00 99.15620000000	17,376.37 IDC	234,001.05
A 17330	TREASURY NOTES 11/14/18 09/30/23	912828T26	25 31	1 000	1.3750 3.0114	7,500,000.00 7,046,808.11	7,433,205.00 99.10940000000	17,469.26 IDC	386,396.89
A 17340	TREASURY NOTES 01/28/19 10/31/23	912828T91	25 31	1 000	1.6250 2.5795	5,000,000.00 4,821,551.61	5,002,345.00 100.04690000000	6,919.64 IDC	180,793.39
A 17345	TREASURY NOTES 02/28/19 11/30/23	912828U57	25 34	1 000	2.1250 2.4964	5,000,000.00 4,921,623.88	5,097,265.00 101.94530000000	53,415.30 IDC	175,641.12
A 17346	TREASURY NOTES 03/14/19 12/31/23	912828V23	25 30	1 000	2.2500 2.4370	5,000,000.00 4,960,435.68	5,123,830.00 102.47660000000	47,078.80 IDC	163,394.32
A 17342	TREASURY NOTES 02/14/19 01/31/24	912828V80	25 32	1 000	2.2500 2.5246	5,000,000.00 4,942,231.48	5,124,805.00 102.49610000000	37,601.90 IDC	182,573.52
A 17347	TREASURY NOTES 03/20/19 02/29/24	912828W48	25 25	1 000	2.1250 2.4403	5,000,000.00 4,933,620.31	5,100,780.00 102.01560000000	26,854.40 IDC	167,159.69
A 17352	TREASURY NOTES 04/30/19 03/31/24	912828W71	25 32	1 000	2.1250 2.3192	5,000,000.00 4,958,927.86	5,102,735.00 102.05470000000	17,998.63 IDC	143,807.14
A 17353	TREASURY NOTES 05/17/19 04/30/24	912828X70	25 31	1 000	2.0000 2.2024	5,000,000.00 4,957,121.47	5,078,515.00 101.57030000000	8,516.48 IDC	121,393.53
A 17359	TREASURY NOTES 08/16/19 05/15/24	912828WJ5	25 25	1 000	2.5000 1.4289	5,000,000.00 5,231,925.40	5,185,940.00 103.71880000000	5,494.51 IDC	-45,985.40
A 17367	TREASURY NOTES 10/11/19 05/15/24	912828WJ5	25 34	1 000	2.5000 1.4987	5,000,000.00 5,216,732.63	5,185,940.00 103.71880000000	5,494.51 IDC	-30,792.63
A 17361	TREASURY NOTES 08/30/19 06/30/24	912828XX3	25 32	1 000	2.0000 1.4143	5,000,000.00 5,152,904.22	5,080,080.00 101.60160000000	41,847.83 IDC	-56,248.13
A 17364	TREASURY NOTES 09/11/19 07/31/24	9128282N9	25 30	1 000	2.1250 1.5560	5,000,000.00 5,145,442.11	5,109,765.00 102.19530000000	35,512.91 IDC	-23,550.75
A 17370	TREASURY NOTES 10/28/19 09/30/24	912828Y5	25 26	1 000	2.1250 1.6309	5,000,000.00 5,124,534.67	5,112,500.00 102.25000000000	17,998.64 IDC	-3,906.25
A 17373	TREASURY NOTES 11/19/19 10/31/24	9128283D0	25 31	1 000	2.2500 1.6360	10,000,000.00 10,302,369.51	10,289,060.00 102.89060000000	19,162.09 IDC	-1,565.00
SUBTOTAL (Inv Type) 12 TREASURY NOTES		37.19%(M)			1.9486 2.3150	277,500,000.00 274,553,997.89	280,344,735.00 101.0251300000	1,502,516.59	6,155,591.48 -178,846.92

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INVESTMENT INVENTORY WITH MARKET VALUE

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INVESTMENTS OUTSTANDING AS OF 11/30/19  
MAJOR SORT KEY IS ICC#

INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS	
A 17219	FHLB MEDIUM TERM NOTES 10/08/15 12/13/19	3130A0JR2	25	1	2.3750	7,250,000.00	7,251,519.67	80,354.17		
			25	000	1.3001	7,287,666.67	100.0209610000	IDC	-36,147.00	
A 17280	FHLB MEDIUM TERM NOTES 11/09/16 03/13/20	313378J77	25	1	1.8750	5,000,000.00	5,003,458.95	20,312.50		
			31	000	1.1239	5,018,233.52	100.0691790000	IDC	-14,774.57	
A 17256	FHLB MEDIUM TERM NOTES 07/22/16 09/11/20	313370US5	25	1	2.8750	5,000,000.00	5,046,531.35	31,944.44		
			31	000	1.1759	5,082,547.45	100.9306270000	IDC	-36,016.10	
A 17282	FHLB MEDIUM TERM NOTES 11/18/16 06/11/21	3130A1W95	25	1	2.2500	5,000,000.00	5,042,421.15	53,125.00		
			33	000	1.6966	5,053,019.21	100.8484230000	IDC	-10,598.06	
A 17286	FHLB MEDIUM TERM NOTES 11/29/16 07/14/21	3130A8QS5	25	1	1.1250	5,000,000.00	4,961,837.00	21,406.25		
			30	000	1.8143	4,934,157.29	99.23674000000	IDC	27,679.71	
A 17277	FHLB MEDIUM TERM NOTES 11/01/16 09/10/21	313378JP7	25	1	2.3750	5,000,000.00	5,060,177.65	26,718.75		
			31	000	1.4290	5,091,023.68	101.2035530000	IDC	-30,846.03	
A 17341	FHLB MEDIUM TERM NOTES 02/11/19 12/10/21	3130AFFN2	25	1	3.0000	5,000,000.00	5,131,821.75	71,250.00		
			25	000	2.4972	5,060,189.06	102.6364350000	IDC	71,632.69	
A 17333	FHLB MEDIUM TERM NOTES 12/13/18 09/09/22	313383WD9	25	1	3.1250	5,000,000.00	5,200,008.95	35,590.28		
			31	000	2.8980	5,031,904.10	104.0001790000	IDC	168,104.85	
A 17363	FHLB MEDIUM TERM NOTES 09/06/19 09/08/23	3130A3DL5	25	1	2.3750	5,000,000.00	5,129,551.25	27,378.47		
			34	000	1.5270	5,163,798.43	102.5910250000	IDC	-34,247.18	
A 17336	FHLB MEDIUM TERM NOTES 01/09/19 12/08/23	3130A0F70	25	1	3.3750	5,000,000.00	5,328,488.00	81,093.75		
			34	000	2.7275	5,135,423.86	106.5697600000	IDC	193,064.14	
A 17350	FHLB MEDIUM TERM NOTES 04/12/19 03/08/24	3130AB3H7	25	1	2.3750	5,000,000.00	5,148,335.95	27,378.47		
			34	000	2.3800	4,998,895.86	102.9667190000	IDC	149,440.09	
A 17374	FHLB MEDIUM TERM NOTES 11/21/19 06/14/24	3130A1XJ2	25	1	2.8750	5,000,000.00	5,261,474.15	66,684.03		
			34	000	1.6410	5,332,895.97	105.2294830000	IDC	-8,730.85	
A 17365	FHLB MEDIUM TERM NOTES 09/19/19 08/15/24	3130AGWK7	25	1	1.5000	5,000,000.00	4,965,677.15	21,875.00		
			33	000	1.6448	4,972,875.00	99.31354300000	IDC	-322.85	
A 17368	FHLB MEDIUM TERM NOTES 10/17/19 09/13/24	3130A2UW4	25	1	2.8750	5,000,000.00	5,267,911.05	31,145.83		
			31	000	1.6570	5,299,326.39	105.3582210000	IDC	-17,838.95	
SUBTOTAL (Inv Type) 21 FHLB MEDIUM TERM NOTES					9.79%(M)	2.4600	72,250,000.00	73,799,214.02	596,256.94	609,921.48
						1.8053	73,461,956.49	102.1442410000		-189,521.59
A 17294	FHLB COUPON NOTES 01/27/17 04/27/20	3130AAJZ2	25	1	1.7500	3,750,000.00	3,752,170.58	6,197.92		2,170.58
			32	000	1.7500	3,750,000.00	100.0578820000	IDC		
A 17253	FHLB COUPON NOTES 07/13/16 07/13/20	3130A8NS8	25	1	1.2400	5,000,000.00	4,983,787.70	23,766.67		
			25	000	1.2824	4,997,938.91	99.67575400000	IDC	-14,151.21	
A 17235	FHLB COUPON NOTES 02/26/16 08/26/20	3130A7CT0	25	1	1.5600	10,000,000.00	9,978,412.50	41,166.67		
			26	000	1.5669	9,999,333.54	99.78412500000	IDC	-20,921.04	
A 17278	FHLB COUPON NOTES 11/01/16 09/30/21	3130A9MG3	25	1	1.5000	5,000,000.00	4,954,795.65	12,708.33		
			34	000	1.5508	4,995,117.06	99.09591300000	IDC	-40,321.41	
A 17299	FHLB COUPON NOTES 05/25/17 05/25/22	3130ABH66	25	1	2.0800	5,000,000.00	5,000,089.50	1,733.33		89.50
			30	000	2.0800	5,000,000.00	100.0017900000	IDC		
A 17354	FHLB COUPON NOTES 06/28/19 06/28/24	3130AGMK8	25	1	2.2200	5,000,000.00	5,014,402.55	47,175.00		14,402.55
			31	000	2.2200	5,000,000.00	100.2880510000	IDC		
A 17360	FHLB COUPON NOTES 08/26/19 08/26/24	3130AGXF7	25	1	1.6500	5,000,000.00	4,960,243.00	21,770.83		
			33	000	1.6500	5,000,000.00	99.20486000000	IDC	-39,757.00	

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FINANCE DEPARTMENT  
CITY OF SANTA CLARA  
INVESTMENT INVENTORY WITH MARKET VALUE

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INVESTMENTS OUTSTANDING AS OF 11/30/19  
MAJOR SORT KEY IS ICC#

INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17371	FHLB COUPON NOTES 11/04/19 11/04/24	3130AHGL1	25 25	1 000	1.8750 1.8750	3,840,000.00 3,840,000.00	3,822,208.17 99.53667100000	5,400.00 IDC	-17,791.83
SUBTOTAL (Inv Type) 22 FHLB COUPON NOTES					5.63%(M)	1.7097 1.7222	42,590,000.00 42,582,389.51	42,466,109.65 99.70910900000	159,918.75 16,662.63 -132,942.49
A 17246	FNMA COUPON NOTE 05/25/16 02/25/20	3136G3QV0	25 33	1 000	1.5000 1.5000	10,000,000.00 10,000,000.00	9,996,654.60 99.96654600000	2,500.00 IDC	-3,345.40
A 17275	FNMA COUPON NOTE 10/24/16 03/30/20	3135G0Q63	25 31	1 000	1.3000 1.3095	5,000,000.00 4,999,768.87	4,990,079.30 99.80158600000	11,013.89 IDC	-9,689.57
A 17273	FNMA COUPON NOTE 10/13/16 06/30/20	3136G4DC4	25 32	1 000	1.3000 1.3139	5,000,000.00 4,999,327.06	4,992,877.50 99.85755000000	27,263.89 IDC	-6,449.56
A 17258	FNMA COUPON NOTE 07/27/16 07/27/20	3136G3S89	25 26	1 000	1.4200 1.4200	4,025,000.00 4,025,000.00	4,021,800.73 99.92051500000	19,686.72 IDC	-3,199.27
A 17259	FNMA COUPON NOTE 07/28/16 07/28/20	3136G3T39	25 25	1 000	1.3500 1.3500	5,000,000.00 5,000,000.00	4,989,592.80 99.79185600000	23,062.50 IDC	-10,407.20
A 17251	FNMA COUPON NOTE 06/30/16 09/30/20	3136G3WY7	25 26	1 000	1.2700 1.2700	10,000,000.00 10,000,000.00	9,975,971.00 99.75971000000	21,519.44 IDC	-24,029.00
A 17270	FNMA COUPON NOTE 09/29/16 03/29/21	3136G4BD4	25 33	1 000	1.3500 1.3500	5,540,000.00 5,540,000.00	5,517,685.88 99.59721800000	12,880.50 IDC	-22,314.12
A 17266	FNMA COUPON NOTE 08/30/16 05/28/21	3136G33W3	25 26	1 000	1.5000 1.5000	5,800,000.00 5,800,000.00	5,771,772.91 99.51332600000	725.00 IDC	-28,227.09
A 17267	FNMA COUPON NOTE 08/30/16 05/28/21	3136G33W3	25 26	1 000	1.5000 1.5000	4,200,000.00 4,200,000.00	4,179,559.69 99.51332600000	525.00 IDC	-20,440.31
A 17262	FNMA COUPON NOTE 07/27/16 07/27/21	3136G3T21	25 34	1 000	1.6000 1.6000	5,000,000.00 5,000,000.00	4,990,973.85 99.81947700000	27,555.56 IDC	-9,026.15
A 17276	FNMA COUPON NOTE 11/01/16 09/30/21	3136G4CY7	25 26	1 000	1.5000 1.5423	3,400,000.00 3,397,233.00	3,378,619.58 99.37116400000	8,641.67 IDC	-18,613.42
A 17272	FNMA COUPON NOTE 10/28/16 10/28/21	3136G4EV1	25 32	1 000	1.6250 1.6250	5,000,000.00 5,000,000.00	4,984,176.50 99.68353000000	7,447.92 IDC	-15,823.50
SUBTOTAL (Inv Type) 23 FNMA COUPON NOTE					8.99%(M)	1.4253 1.4291	67,965,000.00 67,961,328.93	67,789,764.34 99.74216800000	162,822.09 .00 -171,564.59
A 17225	FNMA MEDIUM TERM NOTE 10/21/15 01/21/20	3135G0A78	25 34	1 000	1.6250 1.3745	10,000,000.00 10,012,137.15	9,999,869.70 99.99869700000	58,680.56 IDC	-12,267.45
A 17226	FNMA MEDIUM TERM NOTE 10/23/15 06/22/20	3135G0D75	25 26	1 000	1.5000 1.4280	10,000,000.00 10,006,918.72	9,990,362.20 99.90362200000	66,249.99 IDC	-16,556.52
A 17238	FNMA MEDIUM TERM NOTE 03/17/16 11/30/20	3135G0F73	25 32	1 000	1.5000 1.6011	10,000,000.00 9,985,404.71	9,982,092.80 99.82092800000	75,416.67 IDC	-3,311.91
A 17279	FNMA MEDIUM TERM NOTE 11/16/16 12/28/20	3135G0H55	25 25	1 000	1.8750 1.5842	5,000,000.00 5,021,037.66	5,011,570.00 100.231400000	39,843.75 IDC	-9,467.66
A 17248	FNMA MEDIUM TERM NOTE 06/03/16 05/07/21	3136G02F7	25 26	1 000	1.6000 1.4741	2,000,000.00 2,003,617.74	1,997,210.02 99.86050100000	2,133.33 IDC	-6,407.72
A 17268	FNMA MEDIUM TERM NOTE 08/25/16 08/17/21	3135G0N82	25 31	1 000	1.2500 1.2981	10,000,000.00 9,990,724.42	9,938,074.20 99.38074200000	36,111.10 IDC	-52,650.22

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INVESTMENTS OUTSTANDING AS OF 11/30/19  
MAJOR SORT KEY IS ICC#

INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17271	FNMA MEDIUM TERM NOTE 10/11/16 10/07/21	3135G0Q89	25 31	1 000	1.3750 1.4501	5,000,000.00 4,992,788.14	4,976,352.55 99.52705100000	10,312.50 IDC	-16,435.59
A 17329	FNMA MEDIUM TERM NOTE 10/11/18 01/05/22	3135G0S38	25 32	1 000	2.0000 3.0125	5,000,000.00 4,880,182.49	5,036,148.50 100.7229700000	40,555.56 IDC	155,966.01
A 17310	FNMA MEDIUM TERM NOTE 01/29/18 10/05/22	3135G0T78	25 26	1 000	2.0000 2.4969	5,000,000.00 4,930,041.67	5,059,211.35 101.1842270000	15,555.56 IDC	129,169.68
SUBTOTAL (Inv Type) 24 FNMA MEDIUM TERM NOTE					8.22%(M)	1.5828 1.6526	62,000,000.00 61,822,852.70	61,990,891.32 99.98530900000	344,859.02 285,135.69 -117,097.07
A 17234	FFCB MEDIUM TERM NOTES 02/18/16 02/10/21	3133EFYZ4	25 26	1 000	1.3750 1.4900	10,000,000.00 9,983,400.22	9,963,906.80 99.63906800000	42,395.83 IDC	-19,493.42
A 17357	FFCB MEDIUM TERM NOTES 07/19/19 07/19/22	3133EKVE3	25 25	1 000	1.8500 1.8893	5,000,000.00 4,994,300.00	5,025,124.55 100.5024910000	33,916.67 IDC	30,824.55
A 17358	FFCB MEDIUM TERM NOTES 08/14/19 08/05/22	3133EKYJ9	25 26	1 000	1.8500 1.6438	5,000,000.00 5,032,112.50	5,025,415.70 100.5083140000	29,805.56 IDC	-4,384.30
A 17366	FFCB MEDIUM TERM NOTES 10/08/19 11/01/22	3133EHM91	25 25	1 000	2.0800 1.4400	1,800,000.00 1,833,630.19	1,821,443.13 101.1912850000	3,120.00 IDC	-12,187.06
A 17316	FFCB MEDIUM TERM NOTES 03/29/18 12/16/22	3133EJGU7	25 34	1 000	2.7100 2.6380	5,000,000.00 5,011,819.46	5,155,145.50 103.1029100000	62,104.17 IDC	143,326.04
A 17332	FFCB MEDIUM TERM NOTES 11/29/18 06/19/23	3133EJSD2	25 30	1 000	2.8900 2.9831	5,000,000.00 4,982,660.85	5,218,944.55 104.3788910000	65,025.00 IDC	236,283.70
A 17327	FFCB MEDIUM TERM NOTES 09/18/18 08/14/23	3133EJWV7	25 31	1 000	2.9000 3.0010	5,000,000.00 4,981,291.46	5,229,352.35 104.5870470000	43,097.22 IDC	248,060.89
A 17331	FFCB MEDIUM TERM NOTES 11/28/18 10/02/23	3133EJD48	25 34	1 000	3.0500 3.0240	7,575,000.00 7,582,114.59	7,976,009.52 105.2938550000	37,864.48 IDC	393,894.93
A 17355	FFCB MEDIUM TERM NOTES 06/27/19 11/01/23	3133EHN25	25 31	1 000	2.2000 1.8661	2,965,000.00 3,002,782.46	3,029,813.74 102.1859610000	5,435.83 IDC	27,031.28
A 17348	FFCB MEDIUM TERM NOTES 03/21/19 02/27/24	3133EKBW5	25 31	1 000	2.6100 2.4662	5,000,000.00 5,030,209.87	5,200,388.95 104.0077790000	34,075.00 IDC	170,179.08
A 17362	FFCB MEDIUM TERM NOTES 09/05/19 07/22/24	3133EKHV1	25 31	1 000	2.4500 1.3841	5,000,000.00 5,265,281.94	5,181,574.80 103.6314960000	43,895.83 IDC	-69,075.20
A 17372	FFCB MEDIUM TERM NOTES 11/12/19 11/01/24	3133EK4Y9	25 31	1 000	1.6500 1.8070	5,000,000.00 4,965,370.83	5,002,666.40 100.0533280000	6,875.00 IDC	39,816.40
SUBTOTAL (Inv Type) 26 FFCB MEDIUM TERM NOTES					8.47%(M)	2.2735 2.1618	62,340,000.00 62,664,974.37	63,829,785.99 102.3897750000	407,610.59 1,289,416.87 -105,139.98
A 17221	FFCB COUPON NOTES 10/14/15 04/14/20	3130A6JG3	25 32	1 000	1.7000 1.6849	8,950,000.00 8,950,644.03	8,947,240.27 99.96916500000	19,864.03 IDC	-3,403.76
A 17255	FFCB COUPON NOTES 07/15/16 10/13/20	3133EGLG8	25 33	1 000	1.3700 1.4079	10,000,000.00 9,996,352.35	9,975,657.60 99.75657600000	18,266.67 IDC	-20,694.75
A 17254	FFCB COUPON NOTES 07/12/16 01/12/21	3133EGLH6	25 32	1 000	1.4200 1.4384	10,000,000.00 9,997,330.09	9,971,034.90 99.71034900000	54,827.78 IDC	-26,295.19
A 17245	FFCB COUPON NOTES 05/19/16 02/17/21	3133EGAZ8	25 34	1 000	1.5800 1.6200	6,290,000.00 6,286,391.54	6,274,311.92 99.75058700000	28,710.36 IDC	-12,079.62



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INVESTMENTS OUTSTANDING AS OF 11/30/19  
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INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17250	FFCB COUPON NOTES 06/23/16 04/05/21	3133EPX36	25 31	1 000	1.6800 1.6198	7,175,000.00 7,181,178.02	7,162,540.40 99.82634700000	18,750.67 IDC	-18,637.62
A 17283	FFCB COUPON NOTES 11/18/16 06/14/21	3133EGEV3	25 31	1 000	1.6200 1.7211	5,000,000.00 4,990,311.86	4,966,163.40 99.32326800000	37,575.00 IDC	-24,148.46
A 17337	FFCB COUPON NOTES 01/23/19 01/23/23	3133EJ5R6	25 25	1 000	2.9900 2.9900	5,000,000.00 5,000,000.00	5,007,238.55 100.1447710000	53,155.56 IDC	7,238.55
SUBTOTAL (Inv Type) 27 FFCB COUPON NOTES					6.94%(M)	1.6820 1.6963	52,415,000.00 52,402,207.89	52,304,187.04 99.78858500000	231,150.07 7,238.55 -105,259.40
A 17233	FHLMC MEDIUM TERM NOTES 12/07/15 05/01/20	3137EADR7	25 32	1 000	1.3750 1.6350	10,000,000.00 9,987,610.45	9,988,164.70 99.88164700000	11,458.33 IDC	554.25
SUBTOTAL (Inv Type) 28 FHLMC MEDIUM TERM NOTES					1.33%(M)	1.3750 1.6350	10,000,000.00 9,987,610.45	9,988,164.70 99.88164700000	11,458.33 554.25
A 17288	FHLMC COUPON NOTES 12/23/16 12/23/19	3134GAA61	25 32	1 000	1.5500 1.5778	5,000,000.00 4,999,326.85	4,999,385.75 99.98771500000	34,013.89 IDC	58.90
A 17269	FHLMC COUPON NOTES 09/30/16 12/30/20	3134GANV2	25 32	1 000	1.5000 1.5000	5,000,000.00 5,000,000.00	4,980,225.40 99.60450800000	31,458.33 IDC	-19,774.60
A 17351	FHLMC COUPON NOTES 05/03/19 05/03/24	3134GTKG7	25 25	1 000	2.6000 2.6000	3,000,000.00 3,000,000.00	3,029,486.28 100.9828760000	6,066.67 IDC	29,486.28
SUBTOTAL (Inv Type) 29 FHLMC COUPON NOTES					1.73%(M)	1.7731 1.7838	13,000,000.00 12,999,326.85	13,009,097.43 100.0699800000	71,538.89 29,545.18 -19,774.60
A 16059	STATE OF CA DEMAND DEP 09/30/97 12/01/19		96 96	1 000	2.4127 2.4127	64,510,160.48 64,510,160.48	64,510,160.48 100.0000000000	259,413.98 USERPR	0.00
SUBTOTAL (Inv Type) 99 LOCAL AGENCY INVESTMENT					8.56%(M)	2.4127 2.4127	64,510,160.48 64,510,160.48	64,510,160.48 100.0000000000	259,413.98 .00
A 17046	MUTUAL FUNDS-FIDELITY 11/01/08 12/01/19		25 101	1 000	1.6356 1.6356	21,560,139.17 21,560,139.17	21,560,139.17* 100.0000000000	980.85 BOOK	0.00
A 17236	MUTUAL FUNDS-FIDELITY 03/08/16 12/01/19		101 101	494 000	1.8411 1.8411	.00 .00	.00* .00000000000	.00 BOOK	0.00
SUBTOTAL (Inv Type) 305 MUTUAL FUNDS-FIDELITY					2.86%(M)	1.6356 1.6356	21,560,139.17 21,560,139.17	21,560,139.17 100.0000000000	980.85 .00
A 16064	DREYFUS TREASURY CASH MANAGEMEN 10/31/97 12/01/19		20 102	800 000	1.5267 1.5267	2,135,969.51 2,135,969.51	2,135,969.51 100.0000000000	90.69 USERPR	0.00

\* MARKET = BOOK LESS PURCHASE INTEREST

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INVEST NUMBER	DESCRIPTION PURCHASE MATURITY DATE	CUSIP	BANK BROK	FUND SAFE	CPN RATE YTM TR	PAR/SHARES BOOK	MARKET VALUE MARKET PRICE	CURR ACCR INT PRICE SOURCE	UNREALIZED GAIN UNREALIZED LOSS
A 17201	MUTUAL FUNDS-DREYFUS 06/16/14 12/01/19		5 102	51 000	1.5888 1.5888	.00 .00	.00* .000000000000	.00 BOOK	0.00
SUBTOTAL (Inv Type) 315 MUTUAL FUNDS-DREYFUS					.28%(M)	1.5267 1.5267	2,135,969.51 2,135,969.51	2,135,969.51 100.0000000000	90.69 .00
GRAND TOTAL						1.9350 2.0075	748,266,269.16 746,642,914.24	753,728,218.65 100.7299470000	3,748,616.79 8,394,066.13 -1,020,146.64

\* MARKET = BOOK LESS PURCHASE INTEREST

## FY 2019/20 Budget Amendments

### General Fund (001)

Department	Source of Funds	Use of Funds	Explanation
Community Development		1,500,000	Increases the Community Development Department appropriation to add consultant services funding for plan review and inspection services. Due to the recent influx of large scale development projects received by the City, additional resources are needed to address the workload and maintain service levels and turnaround times.
Building Inspection Reserve		(1,500,000)	Decreases the Building Inspection Reserve to offset the action recommended above.
Non-Departmental - Land Purchase		(4,108,395)	Decreases the Non-Departmental appropriation for the purchase of Convention Center Parcel and the Convention Center Common Area. This action reverses an amendment that was approved by the City Council on December 17, 2019 (RTC 19-1432), as funding for this purchase was originally appropriated on January 12, 2016 in the Capital Improvement Program budget. The original funding has been carried over in the Convention Center Land Purchase project for this purpose.
Land Sale Reserve		4,108,395	Increases the Land Sale Reserve to offset the action recommended above.
<b>Total General Fund</b>		-	

### Deposits Fund (071)

Department	Source of Funds	Use of Funds	Explanation
Transfer to the Parks and Recreation Operating Grant Trust Fund		9,250	Establishes a transfer from the Deposits Fund to the Parks and Recreation Operating Grant Trust Fund for the remaining balance of funds related to the Senior Nutrition Program.
Ending Fund Balance		(9,250)	Decreases the ending fund balance to offset the action recommended above.
<b>Total Deposits Fund</b>		-	

### Parks and Recreation Operating Grant Trust Fund (111)

Department	Source of Funds	Use of Funds	Explanation
Transfer from the Deposits Fund / Senior Nutrition Program	9,250	9,250	Recognizes and appropriates a transfer from the Deposits Fund to the Parks and Recreation Operating Grant Trust Fund for the remaining balance of funds related to the Senior Nutrition Program.
<b>Total Parks and Recreation Operating Grant Trust Fund</b>	9,250	9,250	

### Streets and Highways Capital Fund (533)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(134,528)		Decreases the beginning fund balance in the Streets and Highways Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Sidewalk, Curb and Gutter Repair		(25,408)	Decreases the Sidewalk, Curb and Gutter Repair project appropriation as a result of the reconciliation of the adopted carryover to the actual project balance for FY 2018/19.
Ending Fund Balance		(109,120)	Decreases the ending fund balance as a result of the reconciliation of the adopted return to fund amount to the actual FY 2018/19 remaining balance.
<b>Total Streets and Highways Capital Fund</b>	(134,528)	(134,528)	

### Street Lighting Capital Fund (534)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(316)		Decreases the beginning fund balance in the Street Lighting Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Ending Fund Balance		(316)	Decreases the ending fund balance as a result of the reconciliation of the adopted return to fund amount to the actual FY 2018/19 remaining balance.
<b>Total Street Lighting Capital Fund</b>	(316)	(316)	

## FY 2019/20 Budget Amendments

### Storm Drain Capital Fund (535)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(70,000)		Decreases the beginning fund balance in the Storm Drain Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Ending Fund Balance		(70,000)	Decreases the ending fund balance as a result of the reconciliation of the adopted return to fund amount to the actual FY 2018/19 remaining balance.
<b>Total Storm Drain Capital Fund</b>	<b>(70,000)</b>	<b>(70,000)</b>	

### General Government Capital Fund (539)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(50,317)		Decreases the beginning fund balance in the General Government Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Ending Fund Balance		(50,317)	Decreases the ending fund balance as a result of the reconciliation of the adopted return to fund amount to the actual FY 2018/19 remaining balance.
<b>Total General Government Capital Fund</b>	<b>(50,317)</b>	<b>(50,317)</b>	

### Electric Utility Capital Fund (591)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(148,373)		Decreases the beginning fund balance in the Electric Utility Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Silicon Valley Power Utility Center		(6,700,000)	Decreases the appropriation for the Silicon Valley Power Utility Center project to reverse and correct the budget amendment approved as part of the FY 2018/19 Budget Year-End Report (RTC 19-907). This action aligns the project budget (\$18.3 million) to the actual funding sources.
Ending Fund Balance		6,551,627	Increases the ending fund balance to offset the recommended actions above.
<b>Total Electric Utility Capital Fund</b>	<b>(148,373)</b>	<b>(148,373)</b>	

### Water Utility Capital Fund (592)

Project	Source of Funds	Use of Funds	Explanation
Asset Management Program		(136,361)	Decreases the Asset Management Program budget by \$136,361 and, in the separate action below, transfers those funds to the Sanitary Sewer Hydraulic Modeling Support project in the Sewer Utility Capital Fund. A lift station study was conducted and charged to the Sanitary Sewer Hydraulic Support project on behalf of the Asset Management Program project and this action reimburses that project for these costs.
Transfer to the Sewer Utility Capital Fund		136,361	Establishes a transfer from the Water Utility Capital Fund to the Sewer Utility Capital Fund to reimburse that fund for costs associated with the lift station study that supported the Asset Management Program as discussed above.
<b>Total Water Utility Capital Fund</b>	<b>-</b>	<b>-</b>	

## FY 2019/20 Budget Amendments

### Sewer Utility Capital Fund (594)

Project	Source of Funds	Use of Funds	Explanation
Beginning Fund Balance	(7,653)		Decreases the beginning fund balance in the Sewer Utility Capital Fund to reconcile to the actual FY 2018/19 ending fund balance.
Transfer from the Water Utility Capital Fund / Sanitary Sewer Hydraulic Modeling Support	136,361	76,361	Increases the Sanitary Sewer Hydraulic Modeling Support project appropriation in the net amount of \$76,361. This action recognizes a transfer of \$136,361 from the Asset Management Program project to cover costs incurred for a lift station study that was completed on behalf of the Asset Management Program project. This action also reallocates \$60,000 from the Sanitary Sewer Hydraulic Modeling Support project to the Sanitary Sewer Pump Station Improvement project; this reverses an amendment that was approved as part of the FY 2018/19 Budget Year-End Report (RTC 19-907). The original amendment shifted funding from the Sanitary Sewer Pump Station Improvement project to the Sanitary Sewer Hydraulic Modeling Support project. It was initially anticipated that the Sanitary Sewer Pump Station project would have savings; however, the full funding will now be required for that project.
Sanitary Sewer Pump Station Improvement		60,000	Increases the Sanitary Sewer Pump Station Improvement project appropriation from \$176,971 to \$236,971 to cover anticipated project expenses related to contract costs.
Ending Fund Balance		(7,653)	Decreases the ending fund balance as a result of the reconciliation of the adopted return to fund amount to the actual FY 2018/19 remaining balance.
<b>Total Sewer Utility Capital Fund</b>	<b>128,708</b>	<b>128,708</b>	

### Solid Waste Capital Fund (596)

Project	Source of Funds	Use of Funds	Explanation
Sanitary Landfill Development - Post Closure		6,389	Increases the Sanitary Landfill Development - Post Closure project by \$6,389 to reflect additional unanticipated lease landfill revenue that was received in FY 2018/19. The landfill lease revenue is typically allocated to this project.
Ending Fund Balance		(6,389)	Decreases the ending fund balance to offset the action recommended above.
<b>Total Solid Waste Capital Fund</b>	<b>-</b>	<b>-</b>	



## Agenda Report

20-1413

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Approve the 2020 Agreement with the County of Santa Clara to accept County funding for the purchase of Emergency Medical Services equipment and Related Budget Amendment [Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

#### **BACKGROUND**

The Santa Clara County Prehospital Policy 309 - Comprehensive EMS Patient Care Data System identifies minimum EMS patient care data system requirements for all Santa Clara County EMS System providers (including the City of Santa Clara) in order to meet State-mandated EMS data reporting requirements, ensure appropriate quality assurance and improvement of the EMS System, and facilitate an aggregate patient care report for all patient contacts.

In support of this policy, the 2020 Agreement with the County of Santa Clara and the City will allow the County to provide funding to the City's Emergency Medical Services Division to purchase hardware, field capture equipment, and CPR training equipment to benefit the Santa Clara County Emergency Medical Services (EMS) System.

#### **DISCUSSION**

Council approval is requested to accept \$47,577.75 for the City's Fire Department to purchase the recommended equipment as authorized by the agreement. The County requires \$8,826.55 to be used to purchase hardware and field capture equipment and \$38,751.20 to be used to purchase CPR training equipment to continue adherence to Santa Clara County EMS Prehospital Policy 309.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

#### **FISCAL IMPACT**

The total cost for the medical and computer equipment is estimated to be \$47,578. Staff is requesting acceptance of the amount of \$47,578 which will be fully funded by the County of Santa Clara.

Since the funding source for the project is from the County, there is no anticipated ongoing impact to the General Fund. Funding is received and appropriated as a budget amendment in the Fire Operating Grant Fund.

**Budget Amendment  
FY 2019/20**

	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>Fire Operating Grant Fund</b>			
<u>Revenues</u>			
Intergovernmental Revenue - Grant Funding (Santa Clara County EMS)	\$0	\$47,578	\$47,578
<u>Expenditures</u>			
Program 7822 - Fire Protection Emergency Response (Capital Outlay)	\$0	\$47,578	\$47,578

**COORDINATION**

This report has been coordinated with the Finance Department and City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

1. Approve the 2020 Agreement with the County of Santa Clara to accept County funding for the purchase of Emergency Medical Services equipment and related budget amendment;
2. Authorize the City Manager to execute the Agreement and any subsequent amendments on behalf of the City; and
3. Approve related budget amendment.

Reviewed by: Ruben Torres, Fire Chief

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. 2020 Agreement Between the County of Santa Clara and the City of Santa Clara

## AGREEMENT BETWEEN THE COUNTY OF SANTA CLARA AND THE CITY OF SANTA CLARA

This Agreement ("Agreement") is entered into by and between the County of Santa Clara, a political subdivision of the State of California d.b.a County of Santa Clara Health System ("County" and/or "Health System") and the City of Santa Clara ("Provider" and/or "Contractor") to provide funding for the purchase of products or services that benefit the Santa Clara County Emergency Medical Services ("EMS") system.

The parties agree to comply with the General Terms and Conditions contained in Sections 1-26 of this Agreement and provisions contained in Exhibit A: Scope of Work and Exhibit B: Insurance Requirements, which are attached hereto and incorporated herein by this reference.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement in duplicate originals.

### COUNTY

\_\_\_\_\_  
**Theresa G. Therilus**                      **Date**  
Interim Director of Procurement  
Procurement Department

### Approved BY:

\_\_\_\_\_  
**Jackie Lowther, RN, Director**      **Date**  
Emergency Medical Services Agency

### Approved BY:

\_\_\_\_\_  
**Rene G. Santiago**                      **Date**  
Deputy County Executive  
County of Santa Clara Health System

### Approved BY:

\_\_\_\_\_  
**John Cookinham**                      **Date**  
Chief Financial Officer  
County of Santa Clara Health System

### APPROVED AS TO FORM AND LEGALITY BY:

\_\_\_\_\_  
**Wesley Dodd**                              **Date**  
Deputy County Counsel

### CONTRACTOR

\_\_\_\_\_  
**Deanna J. Santana**                      **Date**  
City Manager  
City of Santa Clara



THEREFORE, COUNTY and CONTRACTOR agree as follows;

**1. Background**

To support the Santa Clara County EMS System, the County may provide funding to EMS First Responders for the purchase of products or services that provide a benefit to the Santa Clara County EMS System. All products or services must adhere to the requirements mandated by the Santa Clara County Prehospital Policy 309 – Comprehensive EMS Patient Care Data System (“Prehospital Policy 309”).

**2. Term**

This Agreement is effective as of the date fully executed through December 31, 2020 unless terminated earlier in accordance with Section 5.

**3. Compensation and Payment**

- a. The maximum financial obligation for all services provided under this Agreement shall not exceed **\$47,577.75** for the term of the Agreement. The County does not guarantee any minimum compensation payable under this Agreement.
- b. Payment will be made within 30 days of execution of the Agreement and receipt of a certificate of insurance or an affidavit from the Provider of self-insurance indicating all limits and types of insurance coverages including a Blanket Fidelity Bond or Crime Insurance for advanced payment.

All payments made under this Agreement shall be subject to an audit at County’s option, and shall be adjusted in accordance with said audit. Adjustments found necessary as a result of auditing shall be reimbursed back to the County in full.

- c. Provider shall participate in the County’s electronic system for payment.

**4. Indemnification & Insurance**

- a. **Indemnity:** Contractor will indemnify County as set forth in Exhibit B (Insurance Requirements).
- b. **Insurance:** Without limiting the Contractor’s indemnification of the County, the Contractor will provide and maintain at its own expense, during the term of this Agreement, or as may be further required herein, the insurance coverages and provisions set forth in Exhibit B (Insurance Requirements). Contractor agrees that failure to provide evidence of such required insurance coverages and provisions will result in the County withholding payment until all such evidence is provided to the County.

**5. Termination**

- a. County may terminate this Agreement at any time, without cause, by providing

thirty (30) days prior written notice in the manner described in Section 10. Termination shall take effect automatically upon the expiration of the thirty (30) day notice period.

- b. County may terminate this Agreement for cause upon 14 days written notice to Provider. For the purposes of this Agreement, “cause” includes, but is not limited to, any of the following: a) Assignment, delegation, or subcontracting by Provider of this Agreement without the prior written consent of the County, which County may withhold in its sole and absolute discretion, b) Violation by Provider of any applicable laws, rules, regulations, policies, or procedures, c) Failure to respond to requests for information as required by this Agreement, and d) Any other material breach of this Agreement by Provider. Such notice shall specify the reason for termination and shall indicate the effective date of such termination.
- c. This Agreement is contingent upon the existence of a current 911 Emergency Medical Services Provider Agreement (“EMS Agreement”) between the County and the Provider. If the EMS Agreement is terminated or expires without a successor in place, this Agreement shall automatically terminate concurrent with the termination or expiration of the EMS Agreement.

**6. Status of Parties**

This is an Agreement by and between independent contractors and shall not be construed to create an employment, agency partnership, or joint venture relationship. Neither Contractor nor its employees or agents shall be considered County employees, and they shall not be entitled to any of the benefits enjoyed by County employees, including, but not limited to, salary, vacation pay, sick pay, retirement, or workers' compensation, unemployment benefits, or any other County employee benefits.

**7. Assignment**

This Agreement shall not be assigned, in whole or in part, without the prior written consent of the County.

**8. Contracting Principles**

Contractor agrees to comply with the County's Contracting Principles set forth in the Board Policy Manual. The Contracting Principles require, among other things, that Contractor be a fiscally responsible entity and treat its employees fairly. Contractor is also required to (1) comply with all applicable federal, state and local rules, regulations and laws; (2) maintain financial records, and make those records available upon request; (3) provide to the County copies of any financial audits that have been completed during the term of the contract; and (4) upon the County's request, provide the County reasonable access, through representatives of the Contractor, to facilities, financial and

employee records that are related to the purpose of the contract, except where prohibited by federal or state laws, regulations or rules.

**9. Compliance With All Laws, Including Nondiscrimination, Equal Opportunity and Wage Theft Prevention**

- (1) Compliance with All Laws. Contractor shall comply with all applicable Federal, State, and local laws, regulations, rules, and policies (collectively, "Laws"), including but not limited to the non-discrimination, equal opportunity, and wage and hour Laws referenced in the paragraphs below.
- (2) Compliance with Non-Discrimination and Equal Opportunity Laws: Contractor shall comply with all applicable Laws concerning nondiscrimination and equal opportunity in employment and contracting, including but not limited to the following: Santa Clara County's policies for contractors on nondiscrimination and equal opportunity; Title VII of the Civil Rights Act of 1964 as amended; Americans with Disabilities Act of 1990; the Age Discrimination in Employment Act of 1967; the Rehabilitation Act of 1973 (Sections 503 and 504); the Equal Pay Act of 1963; California Fair Employment and Housing Act (Gov. Code § 12900 et seq.); California Labor Code sections 1101, 1102, and 1197.5; and the Genetic Information Nondiscrimination Act of 2008. In addition to the foregoing, Contractor shall not discriminate against any subcontractor, employee, or applicant for employment because of age, race, color, national origin, ancestry, religion, sex, gender identity, gender expression, sexual orientation, mental disability, physical disability, medical condition, political belief, organizational affiliation, or marital status in the recruitment, selection for training (including but not limited to apprenticeship), hiring, employment, assignment, promotion, layoff, rates of pay or other forms of compensation. Nor shall Contractor discriminate in the provision of services provided under this contract because of age, race, color, national origin, ancestry, religion, sex, gender identity, gender expression, sexual orientation, mental disability, physical disability, medical condition, political beliefs, organizational affiliations, or marital status.
- (3) Compliance with Wage and Hour Laws: Contractor shall comply with all applicable wage and hour Laws, which may include but are not limited to, the Federal Fair Labor Standards Act, the California Labor Code, and, if applicable, any local minimum wage, prevailing wage, or living wage Laws.
- (4) Definitions: For purposes of this section, the following definitions shall apply. A "Final Judgment" shall mean a judgment, decision, determination, or order (a) which is issued by a court of law, an investigatory government agency authorized by law to enforce an applicable Law, an arbiter, or arbitration panel and (b) for which all appeals have been exhausted or the time period to appeal has expired. For pay equity Laws, relevant investigatory government agencies include the federal Equal Employment Opportunity

Commission, the California Division of Labor Standards Enforcement, and the California Department of Fair Employment and Housing. Violation of a pay equity Law shall mean unlawful discrimination in compensation on the basis of an individual's sex, gender, gender identity, gender expression, sexual orientation, race, color, ethnicity, or national origin under Title VII of the Civil Rights Act of 1964 as amended, the Equal Pay Act of 1963, California Fair Employment and Housing Act, or California Labor Code section 1197.5, as applicable. For wage and hour Laws, relevant investigatory government agencies include the federal Department of Labor, the California Division of Labor Standards Enforcement, and the City of San Jose's Office of Equality Assurance.

- (5) Prior Judgments, Decisions or Orders against Contractor: By signing this Agreement, Contractor affirms that it has disclosed any final judgments that (A) were issued in the five years prior to executing this Agreement by a court, an investigatory government agency, arbiter, or arbitration panel and (B) found that Contractor violated an applicable wage and hour law or pay equity law. Contractor further affirms that it has satisfied and complied with – or has reached Agreement with the County regarding the manner in which it will satisfy – any such final judgments.
- (6) Violations of Wage and Hour Laws or Pay Equity Laws During Term of Contract: If at any time during the term of this Agreement, Contractor receives a Final Judgment rendered against it for violation of an applicable wage and hour Law or pay equity Law, then Contractor shall promptly satisfy and comply with any such Final Judgment. Contractor shall inform the Office of the County Executive-Office of Countywide Contracting Management (OCCM) of any relevant Final Judgment against it within 30 days of the Final Judgment becoming final or of learning of the Final Judgment, whichever is later. Contractor shall also provide any documentary evidence of compliance with the Final Judgment within 5 days of satisfying the Final Judgment. Any notice required by this paragraph shall be addressed to the Office of the County Executive-OCCM at 70 W. Hedding Street, East Wing, 11th Floor, San José, CA 95110. Notice provisions in this paragraph are separate from any other notice provisions in this Agreement and, accordingly, only notice provided to the Office of the County Executive-OCCM satisfies the notice requirements in this paragraph.
- (7) Access to Records Concerning Compliance with Pay Equity Laws: In addition to and notwithstanding any other provision of this Agreement concerning access to Contractor's records, Contractor shall permit the County and/or its authorized representatives to audit and review records related to compliance with applicable pay equity Laws. Upon the County's request, Contractor shall provide the County with access to any and all facilities and records, including but not limited to financial and employee records, that are related to the purpose of this Section, except where prohibited by federal or state laws, regulations or rules. County's access to such records and facilities shall be permitted at any time during Contractor's normal business hours upon no less than 10 business days' advance notice.

(8) Pay Equity Notification: Contractor shall (1) at least once in the first year of this Agreement and annually thereafter, provide each of its employees working in California and each person applying to Contractor for a job in California (collectively, "Employees and Job Applicants") with an electronic or paper copy of all applicable pay equity Laws or (2) throughout the term of this Agreement, continuously post an electronic copy of all applicable pay equity Laws in conspicuous places accessible to all of Contractor's Employees and Job Applicants.

(9) Material Breach: Failure to comply with any part of this Section shall constitute a material breach of this Agreement. In the event of such a breach, the County may, in its discretion, exercise any or all remedies available under this Agreement and at law. County may, among other things, take any or all of the following actions:

- (i) Suspend or terminate any or all parts of this Agreement.
- (ii) Withhold payment to Contractor until full satisfaction of a Final Judgment concerning violation of an applicable wage and hour Law or pay equity Law.
- (iii) Offer Contractor an opportunity to cure the breach.

(10) Subcontractors: Contractor shall impose all of the requirements set forth in this Section on any subcontractors permitted to perform work under this Agreement. This includes ensuring that any subcontractor receiving a Final Judgment for violation of an applicable Law promptly satisfies and complies with such Final Judgment.

## **10. Notices**

All notices required by this Agreement shall be deemed given when in writing and delivered personally, or five (5) days after deposited in the United States mail, postage prepaid, return receipt request, addressed to the other party at the address set forth below or at such other address as the party may designate in writing in accordance with this section.

To COUNTY:  
Jackie Lowther, RN, EMS Director  
Santa Clara County EMS Agency  
700 Empey Way  
San Jose, California 95126

To CONTRACTOR:  
Casey Potts  
City of Santa Clara  
777 Benton Street  
Santa Clara, CA 95050

## **11. Monitoring & Records**

### **a. Monitoring**

Provider shall permit the County and its authorized representatives to monitor Provider's performance of this Agreement. To the extent permitted by law, such monitoring may include, but is not limited to, audits and review of records related to this Agreement. Upon County's request, Provider shall provide the County with access,

through representatives of the Provider, to facilities, financial and employee records that are related to the purpose of this Agreement, except where prohibited by federal or state laws, regulations or rules. Monitoring by the County shall be permitted at any time during Provider's normal business hours upon no less than ten (10) business days advance written notice and may occur up to one year following termination of the Agreement. Provider shall also provide to the County copies of any financial audits that have been completed during the term of the contract within one week of the completion of such audit.

Provider shall designate a project coordinator responsible for overseeing the performance of this Agreement, and serving as County's primary contact for the purpose of monitoring this Agreement. Provider's project coordinator shall cooperate with the County's periodic review of Provider's performance. Provider shall notify County in writing of the designation of the project coordinator and any change thereto.

**b. Maintenance and Availability of Records**

Provider shall maintain records including, but not limited to, service and financial records adequate to demonstrate that the project is achieving its purpose, that billing is accurate, that all applicable local, state, and federal laws, rules, regulations, policies and procedures are met, and that adequate internal fiscal controls are maintained. These records shall be made available to representatives of the County of State of California or federal government upon request. All records pursuant to this Agreement shall be maintained for the term of this Agreement and for a period of five (5) years from termination or expiration of this Agreement or until all claims, if any, have been resolved, whichever period is longer, or longer if otherwise required under the provisions of this Agreement.

**12. Equipment**

**a. Purchases of Equipment**

Provider must maintain a log of any equipment purchased with funds received pursuant to this Agreement that includes a detailed description of the equipment purchased, the brand name, model number, serial number, and location.

**b. Equipment Maintenance**

Provider is solely responsible for any storage, service, training, and maintenance costs associated with any equipment and supplies purchased as a result of this Agreement.

**c. Ownership of and Responsibility for Equipment and Supplies**

Any equipment and supplies purchased under this Agreement shall be considered the property of Provider. Provider shall maintain and administer a sound business program for ensuring the proper use, maintenance, protection, insurance, and preservation of equipment purchased under this Agreement. Provider may not sell, transfer, or otherwise dispose of any equipment or supplies purchased under this Agreement

without prior written approval by County, which may be withheld in County's sole and absolute discretion; provided, however, that Provider may dispose of equipment without County's approval at the end of the equipment's useful life or if Provider can demonstrate that it will maintain the same capability provided by the equipment to be disposed. Provider shall take reasonable steps to ensure that all equipment and supplies purchased under this Agreement are made available for use pursuant to a bonafide request for mutual-aid or inter- agency disaster assistance.

**13. Entire Agreement**

This Agreement, including all Exhibits, represents the entire agreement of the parties and supersedes any previous agreements between the parties relating to the same subject matter.

**14. Amendments**

This Agreement may only be amended by a written instrument signed by the parties.

**15. Governing Law**

This Agreement shall be construed and enforced in accordance with the laws of the State of California without considering choice of law rules. The parties agree to submit to the jurisdiction of the federal and state courts located in the County of Santa Clara. The parties agree that venue shall be Santa Clara County for all purposes.

**16. Conflict of Interest**

Contractor shall comply, and require its subcontractors to comply, with all applicable (i) requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code section 1090 et. seq., the California Political Reform Act (California Government Code section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations section 18700 et. seq.). Failure to do so constitutes a material breach of this Agreement and is grounds for immediate termination of this Agreement by the County.

In accepting this Agreement, Contractor covenants that it presently has no interest, and will not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of this Agreement. Contractor further covenants that, in the performance of this Agreement, it will not employ any contractor or person having such an interest. Contractor, including but not limited to contractor's employees and subcontractors, may be subject to the disclosure and disqualification provisions of the California Political Reform Act of 1974 (the "Act"), that (1) requires such persons to disclose economic interests that may foreseeably be materially affected by the work performed under this Agreement, and (2) prohibits such persons from making or participating in making decisions that will foreseeably

financially affect such interests.

If the disclosure provisions of the Political Reform Act are applicable to any individual providing service under this Agreement, Contractor shall, upon execution of this Agreement, provide the County with the names, description of individual duties to be performed, and email addresses of all individuals, including but not limited to Contractor's employees, agents and subcontractors, that could be substantively involved in "making a governmental decision" or "serving in a staff capacity and in that capacity participating in making governmental decisions or performing duties that would be performed by an individual in a designated position," (2 CCR 18701(a)(2)), as part of Contractor's service to the County under this Agreement. Contractor shall immediately notify the County of the names and email addresses of any additional individuals later assigned to provide such service to the County under this Agreement in such a capacity. Contractor shall immediately notify the County of the names of individuals working in such a capacity who, during the course of the Agreement, end their service to the County.

If the disclosure provisions of the Political Reform Act are applicable to any individual providing service under this Agreement, Contractor shall ensure that all such individuals identified pursuant to this section understand that they are subject to the Act and shall conform to all requirements of the Act and other laws and regulations listed in subsection (A) including, as required, filing of Statements of Economic Interests within 30 days of commencing service pursuant to this Agreement, annually by April 1, and within 30 days of their termination of service pursuant to this Agreement.

**17. California Public Records Act**

The County and Contractor are public agencies subject to the disclosure requirements of the California Public Records Act ("CPRA"). If either party's proprietary information is contained in documents or information submitted to the other party pursuant to this Agreement, and the disclosing party claims that such information falls within one or more CPRA exemptions, the disclosing party must clearly mark such information "CONFIDENTIAL AND PROPRIETARY," and identify the specific lines containing the information. In the event of a request for such information, the receiving party will make best efforts to provide notice to the disclosing party prior to such disclosure. If the disclosing party contends that any documents are exempt from the CPRA and wishes to prevent disclosure, it is required to obtain a protective order, injunctive relief or other appropriate remedy from a court of law in Santa Clara County before the receiving party is required to respond to the CPRA request. If the disclosing party fails to obtain such remedy within the time the receiving party is required to respond to the CPRA request, receiving party may disclose the requested information.

Each party further agrees that it shall defend, indemnify and hold the other party harmless against any claim, action or litigation (including but not limited to all judgments, costs, fees, and attorney's fees) that may result from denial by the other party of a CPRA



request for information arising from any representation, or any action (or inaction), by the indemnifying party.

**18. Waiver**

No delay or failure to require performance of any provision of this Agreement shall constitute waiver of that provision as to that or any other instance. Any waiver granted by a party must be in writing, and shall apply to the specific instance expressly stated.

**19. Counterparts**

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be in original, but all of which together shall constitute one and the same instrument.

**20. Severability**

If any provision of this Agreement is found by a court of competent jurisdiction to be void, invalid, or unenforceable, the same will either be reformed to comply with applicable law or stricken if not so conformable, so as not to affect the validity or enforceability of this Agreement.

**21. County No-Smoking Policy**

Contractor and its employees, agents and subcontractors, shall comply with the County's No Smoking Policy, as set forth in the Board of Supervisors Policy Manual section 3.47 (as amended from time to time), which prohibits smoking: (1) at the Santa Clara Valley Medical Center Campus and all County-owned and operated health facilities, (2) within 30 feet surrounding County-owned buildings and leased buildings where the County is the sole occupant, and (3) in all County vehicles.

**22. Budget Contingency**

This Agreement is contingent upon the appropriation of sufficient funding by the County for the services covered by this Agreement. If funding is reduced or deleted by the County for the services covered by this Agreement, the County has the option to either terminate this Agreement with no liability occurring to the County or to offer an amendment to this Agreement indicating the reduced amount.

**23. Use of Names and Logos**

Neither party to this Agreement shall be permitted to use the other's name, logo or corporate identity for any purpose without prior written consent for the party whose name, logo or corporate identity is to be used. If either party provides such consent, the party using the name, logo or corporate identity agrees to discontinue such use upon thirty (30) days' prior notice from the consenting party.

**24. Assignment of Clayton Act, Cartwright Act Claims**

Contractor hereby assigns to the County all rights, title, and interest in and to all causes

of action it may have under Section 4 of the Clayton Act (14 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the Contractor for sale to the County pursuant to this Agreement.

**25. Survival**

All representations and warranties contained in Section 16 of this Agreement and in any instrument, certificate, exhibit, or other writing attached hereto and incorporated herein will survive the termination or expiration of this Agreement. In addition, Sections 3, 11, 12 and 15 shall survive termination or expiration of this Agreement.

**26. Contract Execution Policy**

Unless otherwise prohibited by law or County policy, the parties agree that an electronic copy of a signed contract, or an electronically signed contract, has the same force and legal effect as a contract executed with an original ink signature. The term “electronic copy of a signed contract” refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed contract in a portable document format. The term “electronically signed contract” means a contract that is executed by applying an electronic signature using technology approved by the County.

**EXHIBIT A**  
**SCOPE OF WORK**

**I. Project Areas**

Funding for Projects 1 and 2 may be combined by Provider, however Project 3 funding may only be used for the purchase of CPR training equipment.

**1. Fire Department Hardware to Support Prehospital Care Policy (Comprehensive EMS Data System) implementation:**

**1.1** Funds may be used for hardware or services that will support the Santa Clara County Comprehensive EMS Patient Care Data System.

**1.2** Purchases may consist of desktop and laptop computers, connectivity, peripherals, and/or services. Such purchases must be preapproved by the County.

**1.3** Provider shall place into service any hardware purchased pursuant to this Agreement by December 31, 2020.

**2. Fire Department Field Capture:**

Funds may be used for costs associated with the purchase of devices and supporting hardware required to meet field capture requirements for patient care records, as set forth in Santa Clara County Prehospital Care Policy. Provider shall:

**2.1** Procure field capture hardware that will enable the collection of patient care data at the patient's side. This may consist of tablets, laptops, modems or other remote data collection devices that support the ImageTrend-based EMS Data System, as approved in advance by the EMS Agency.

**2.2** Procure and place into service field capture hardware that will transmit patient care data electronically from the scene of an EMS response to the server identified by the EMS Agency.

**3. CPR Training Equipment with Feedback Devices:**

Funds may be used for the costs associated with the purchase of training equipment consistent with the educational components of the American Heart Association will improve and standardize the level of care provided by first responders throughout the County.

**3.1** Provider may only purchase the EMS Agency approved adult and

pediatric CPR training equipment that satisfies the educational requirements set by the American Heart Association for CPR.

**3.2** Provider is responsible for recurring costs related to hardware maintenance, software upgrades and staff time of training personnel to support the program.

## **II. Performance Standards**

- 1.** The EMS Agency will verify: 1) equipment has been purchased in accordance with the requirements of this Scope of Work; and 2) field capture devices computers are effectively running the required data systems; and, 3) CPR training equipment have been deployed and are being used by December 31, 2020.
- 2.** Patient care data must be received by the Server consistent with Santa Clara County Prehospital Care Policy 309: Comprehensive Patient Care Data System.
- 3.** On or before December 1, 2020, Provider shall provide documentation, sufficient to show compliance with the requirements set forth in this Scope of Work. If Provider has not purchased prior to December 1, 2020; Provider must return all allocated funds.
- 4.** The Santa Clara County EMS Agency may conduct an onsite audit to ensure that the equipment was purchased according to the specifications of this Agreement.

## **III. Budget**

Project Area	Project Are Name	Amount
1	Fire Department Hardware	\$8,826.55
2	Fire Department Field Capture	
3	CPR Training Equipment	\$38,751.20
Total:		\$47,577.75

**EXHIBIT B**  
**INSURANCE REQUIREMENTS FOR**  
**STANDARD SERVICE CONTRACTS BETWEEN \$50,001 AND \$100,000**  
**(REVISED 9/2016)**

**Indemnity**

The Contractor shall indemnify, defend, and hold harmless the County of Santa Clara (hereinafter "County"), its officers, agents and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this Agreement by Contractor and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the sole negligence or willful misconduct of personnel employed by the County. It is the intent of the parties to this Agreement to provide the broadest possible coverage for the County. The Contractor shall reimburse the County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the Contractor contests its obligation to indemnify, defend and/or hold harmless the County under this Agreement and does not prevail in that contest.

**Insurance**

Without limiting the Contractor's indemnification of the County, the Contractor shall provide and maintain at its own expense, during the term of this Agreement, or as may be further required herein, the following insurance coverages and provisions:

**A. Evidence of Coverage**

Prior to commencement of this Agreement, the Contractor shall provide a Certificate of Insurance certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, a certified copy of the policy or policies shall be provided by the Contractor upon request.

This verification of coverage shall be sent to the requesting County department, unless otherwise directed. The Contractor shall not receive a Notice to Proceed with the work under the Agreement until it has obtained all insurance required and such insurance has been approved by the County. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

**B. Qualifying Insurers**

All coverages, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- V, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Insurance Manager.

**C. Notice of Cancellation**

All coverage as required herein shall not be canceled or changed so as to no longer meet the specified County insurance requirements without 30 days' prior written notice

of such cancellation or change being delivered to the County of Santa Clara or their designated agent.

D. Insurance Required

1. Commercial General Liability Insurance – for bodily injury (including death) and property damage which provides limits as follows:
  - a. Each occurrence - \$1,000,000
  - b. General aggregate - \$1,000,000
  - c. Products/Complete Operations aggregate - \$1,000,000
  - d. Personal Injury - \$1,000,000
2. General liability coverage shall include:
  - a. Premises and Operations
  - b. Products/Completed
  - c. Personal Injury liability
  - d. Severability of interest
3. General Liability coverage shall include the following endorsement, a copy of which shall be provided to the County:

**Additional Insured Endorsement**, which shall read:

“County of Santa Clara, and members of the Board of Supervisors of the County of Santa Clara, and the officers, agents, and employees of the County of Santa Clara, individually and collectively, as additional insureds.”

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by the County of Santa Clara, its officers, agents, and employees shall be excess only and not contributing with insurance provided under this policy. Public Entities may also be added to the additional insured endorsement as applicable and the contractor shall be notified by the contracting department of these requirements.

4. Automobile Liability Insurance  
For bodily injury (including death) and property damage which provides total limits of not less than one million dollars (\$1,000,000) combined single limit per occurrence applicable to all owned, non-owned and hired vehicles.
- 4a. Aircraft/Watercraft Liability Insurance (Required if Contractor or any of its agents or subcontractors will operate aircraft or watercraft in the scope of the Agreement.)

For bodily injury (including death) and property damage which provides total limits of not less than one million dollars (\$100,000) combined single limit per occurrence applicable to all owned, non-owned and hired aircraft/watercraft.

5. Workers' Compensation and Employer's Liability Insurance

- a. Statutory California Workers' Compensation coverage including broad-form all-states coverage.
- b. employer's Liability coverage for not less than one million dollars (\$1,000,000) per occurrence.

E. Special Provisions

The following provisions shall apply to this Agreement:

1. The foregoing requirements as to the types and limits of insurance coverage to be maintained by the Contractor and any approval of said insurance by the County or its insurance consultant(s) are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Contractor pursuant to this Agreement, including but not limited to the provisions concerning indemnification.
2. The County acknowledges that some insurance requirements contained in this Agreement may be fulfilled by self-insurance on the part of the Contractor. However, this shall not in any way limit liabilities assumed by the Contractor under this Agreement. Any self-insurance shall be approved in writing by the County upon satisfactory evidence of financial capacity. Contractor's obligation hereunder may be satisfied in whole or in part by adequately funded self-insurance programs or self-insurance retentions.
3. Should any of the work under this Agreement be sublet, the Contractor shall require each of its subcontractors of any tier to carry the aforementioned coverages, or Contractor may insure subcontractors under its own policies.
4. The County reserves the right to withhold payments to the Contractor in the event of material noncompliance with the insurance requirements outlined above.

F. Fidelity Bonds (Required only if contractor will be receiving advanced funds or payments)

Before receiving compensation under this Agreement, Contractor will furnish County with evidence that all officials, employees, and agents handling or having access to funds received or disbursed under this Agreement, or authorized to sign or countersign checks, are covered by a BLANKET FIDELITY BOND in an amount of AT LEAST fifteen percent (15%) of the maximum financial obligation of the County cited herein. If such bond is canceled or reduced, Contractor will notify County immediately, and County may withhold further payment to Contractor until

proper coverage has been obtained. Failure to give such notice may be cause for termination of this Agreement, at the option of County.

DRAFT





## Agenda Report

20-198

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Action on Amendments to Appointments to City Committees and Area Wide/Outside Agency Committees for the 2020 Calendar Year [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND**

Annually, the Mayor requests that the City Council appoint members of the City Council to the City and Area Wide/Outside Agency Committee assignments. The 2020 appointments to City Committees (Attachment 1) and Area Wide/Outside Agency Committees (Attachment 2) were approved by the City Council at the December 17, 2019 City Council meeting.

At the January 28, 2020 City Council meeting, the Council was asked to note and file an informational report on Councilmember Patricia M. Mahan's resignation from the City Council. Her resignation was effective as of February 1, 2020, resulting in a vacant seat in District 5, and vacancies on the 2020 appointments to the City and Area Wide/Outside Agency Committees.

#### **DISCUSSION**

City staff met with Mayor Lisa M. Gillmor to review her recommendations to fill the committee appointment vacancies created by Councilmember Mahan's resignation, which are listed below:

#### **City Committees**

- **Americans with Disabilities Act (ADA) Committee**
  - Appoint Councilmember Chahal as Chair
  - Appoint Councilmember Davis as Alternate
- **Audit Committee**
  - Appoint Mayor Gillmor as Chair
  - Appoint Councilmember Watanabe as Member
  - Appoint Vice Mayor Hardy as Member
  - Appoint Councilmember Davis as Alternate
- **Economic Development, Communications, and Marketing Committee**
  - Appoint Councilmember Davis as Chair
  - Appoint Mayor Gillmor as Member
  - Appoint Councilmember Watanabe as Member
  - Appoint Vice Mayor Hardy as Alternate
- **Caltrain Modernization Local Policymaker Group (CalMod)**
  - Appoint Councilmember Watanabe as Member
  - Appoint Councilmember Chahal as Alternate

- **City/Mission College Liaison Committee**
  - Appoint Mayor Gillmor as Chair
  - Appoint Councilmember Davis as Member
  - Appoint Vice Mayor Hardy as Member
- Appoint Councilmember O'Neill as Alternate
- **Human Trafficking Commission**
  - Appoint Councilmember Watanabe as Member
  - Appoint Councilmember Davis as Alternate
- **Santa Clara University Liaison/Neighborhood-University Relations Committee (NURC)**
  - Appoint Mayor Gillmor as Chair
  - Appoint Vice Mayor Hardy as Member
  - Appoint Councilmember Chahal as Member
  - Appoint Councilmember O'Neill as Alternate
- **Santa Clara Valley Transportation Authority (SCVTA) Board of Directors**
  - Appoint Councilmember O'Neill as Member
- **Silicon Valley Animal Control Authority (SVACA)**
  - Appoint Councilmember O'Neill as Member
  - Appoint Councilmember Chahal as Alternate
- **Triton Museum of Art**
  - Appoint Councilmember Davis as Member
  - Appoint Councilmember Chahal as Alternate

The redline and clean versions of the proposed amended 2020 City Committees list are included as Attachments 3 and 4. The redline and clean versions of the proposed amended 2020 Area Wide/Outside Agency Committees list are included as Attachments 5 and 6.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

### **FISCAL IMPACT**

There is no fiscal impact to the City other than staff time.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Approve the amendments to appointments to City Committees and Area Wide/Outside Agency Committees for the 2020 Calendar Year.

Approved by: Mayor Lisa M. Gillmor

**ATTACHMENTS**

1. 2020 City Committee List (Final)
2. 2020 Outside Agency Committee List (Final)
3. 2020 City Committee List February 2020 redline
4. 2020 City Committees List February 2020 clean
5. 2020 Outside Agency Committee List February 2020 redline
6. 2020 Outside Agency Committee List February 2020 clean

# CITY OF SANTA CLARA

## Council Appointments to City Committees

### **CITY COMMITTEES (City staff responsible for preparing and posting the agendas for the meetings).**

#### **1. Americans with Disabilities Act (ADA) Committee:**

Date:	Meets on call	
Time:	TBD	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Mahan (Chair)	Alternate: Chahal
Staff Members:	Director of Public Works	
Staff Liaison:	Kelly Conoscenti, OSIII	Phone: 408-615-3000
Established on September 29, 1992, to review accessibility issues, the Committee includes individuals and representatives from community organizations such as VIA Rehabilitation, Self Help for Hard of Hearing People, and the Adult Independence Development Center.		

#### **2. Audit Committee:**

Date:	Meets on call		
Time:	TBD		
Location:	City Hall 1500 Warburton Avenue, Santa Clara		
Councilmembers:	Gillmor (Chair), Watanabe, Hardy	Alternate:	Mahan
Staff Members:	City Manager, Director of Finance, City Auditor		
Reviews the annual independent audits, Comprehensive Annual Financial Report, Single Audit Report, Electric Utility Financial Statements, Stadium Authority Financial Statements, and City Auditor's Annual Report. Meetings are attended with independent auditor.			

#### **3. Bicycle Pedestrian Advisory Committee (BPAC):**

Date:	Meets on the fourth Monday of January, March, June, August, and October 1/27; 3/23; 6/22; 8/24; 10/26	
Time:	4:00 p.m.	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Hardy (Chair)	Alternate: Chahal
Staff Members:	Director of Public Works, Traffic Engineer, Police Department Traffic Sergeant	
Staff Liaison:	Marshall Johnson, Civil Engineer I	Phone: 408-615-3023
Originally established on May 14, 1991, the Committee was established to explore developing safe bicycle lanes and routes on City streets. The Committee name and duties was revised in March 25, 2014 to include pedestrian aspects and to also provide input on non-engineering activities to increase pedestrian and bicycle usage in the City.		

#### **4. Economic Development, Communications, and Marketing Committee:**

Date:	Meets on the third Wednesday of February, May, August, and November 2/19; 5/20; 8/19; 11/18	
Time:	3:00 p.m.	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Davis (Chair), Gillmor, Watanabe	Alternate: Mahan
Staff Members:	City Manager, Assistant City Manager, Director of Communications	
Staff Liaison:	Genevieve Yip, Staff Analyst I	Phone: 408-615-2250
The Economic Development, Communications, and Marketing Committee was established by Council action on February 5, 2019, to consolidate the Economic Development Committee and the Marketing Committee. The Committee focuses proactive economic development and effective communication, as well as reviews the City's marketing and branding strategies.		

## **5. Governance and Ethics Committee:**

Date: Meets on the first Monday of March\*, June\*\*, September\*\*\*, and December 2/10; 6/8; 9/14; 12/7

Time: 3:00 p.m.

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: O'Neill (Chair), Davis, Gillmor Alternate: Watanabe

Staff Members: City Manager, City Attorney, City Clerk

Staff Liaison: Genevieve Yip, Staff Analyst I Phone: 408-615-2250

The Governance and Ethics Committee was established by Council action on February 5, 2019, to consolidate the Governance Committee, Ethics Committee, and the Facilities Naming and Honorary Recognition Ad Hoc Committee. The Committee focuses on the refinement or establishment of policies and procedures regarding City Council operations and general good government practices, as well as the further implementation of the City's Code of Ethics & Values program. This committee is also responsible for reviewing requests for facility naming and honorary recognitions.

\*Meeting date has been rescheduled from 3/2 to 2/10 due to scheduling conflicts.

\*\*Meeting date has been rescheduled from 6/1 to 6/8 due to scheduling conflicts.

\*\*\*Meeting date has been rescheduled from 9/7 to 9/21 due to observance of the Labor Day holiday.

## **6. Stadium Authority Audit Committee:**

Date: Meets on call

Time: TBD

Location: City Hall  
1500 Warburton Avenue, Santa Clara

Councilmembers: Gillmor (Chair), Hardy, O'Neill Alternate: Chahal

Staff Members: City Manager, Director of Finance, City Auditor

On July 19, 2016, the Santa Clara Stadium Authority Board (Board) approved appointment of a three-member committee to oversee the work and progress of the audit being performed by Harvey M. Rose Associates, LLC.

# CITY OF SANTA CLARA

## Council Appointments to Outside Agency Committees

**OUTSIDE AGENCY COMMITTEES (Outside Agency responsible for preparing and posting the agendas for the meetings).**

### 1. Association of Bay Area Governments (ABAG) (General Assembly):

Date: Meetings held once a year, in spring  
 Time: From approximately 9:00 a.m. to 3:00 p.m.  
 Location: TBD  
 Contact: ABAG Clerk of the Board Phone: (415) 820-7913  
 Councilmember: Watanabe Alternate: O'Neill  
 Staff Member: Director of Community Development  
 Established in 1961 to protect local control, planning for the future and promoting cooperation in area-wide issues. No stipend for attendee.

### 2. Bay Area Water Supply and Conservation Agency (BAWSCA):

Date: Meetings held every odd numbered month (January, March, May, July, September, November) on the third Thursday of the month  
 Time: 6:30 p.m.  
 Location: San Mateo Main Library, Oak Room, 55 West 3<sup>rd</sup> Avenue, San Mateo, CA 94402  
 Contact: Nicole Sandkulla Phone: (650) 349-3000  
 Councilmember: Davis  
 Staff Member: Director of Water and Sewer Utilities  
 Established in February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. BAWSCA term is four years (June 2018-2022) and has only one representative (no alternate). \$100 stipend for meeting attendance.

### 3. Caltrain Modernization Local Policymaker Group (CalMod):

Date: Meets monthly on the fourth Thursday; except in December, meets on the third Thursday  
 Time: 5:30 p.m. – 7:00 p.m.  
 Location: Caltrain Joint Powers Authority Board Headquarters  
 Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA 94070  
 Contact: Phone: (650) 508-6200  
 Councilmember: Watanabe Alternate: Mahan  
 Staff Member: Director of Public Works (Advisor only, does not attend meetings)  
 Established by Caltrain Joint powers Board for Caltrain modernization/electrification. Members represent cities along the Caltrain corridor. No stipend for attendee.

### 4. Cities Association of Santa Clara County:

Contact: Andi Jordan, Phone: (408) 766-9534  
 Executive Director  
 P.O. Box 1079, Los Gatos, CA 95031

#### A. Board of Directors:

Date: Meets on the second Thursday of every month, except in July  
 Time: 7:00 p.m.  
 Location: Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale  
 Councilmember: Davis Alternate: Watanabe  
 Staff Member: City Manager or Assistant City Manager  
 No stipend for attendee.

#### B. City Selection Committee:

Date: Meets on call  
 Time: 6:45 p.m. (Immediately before the Board of Directors meeting)

Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	
Established to promote cooperation among the fifteen cities of Santa Clara County and to promote legislative action that will affect local control.		

#### **C. Legislative Action Committee:**

Date:	Meets on call	
Time:	6:45 p.m. (Immediately before the Board of Directors meeting)	
Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	

#### **5. City/Mission College Liaison Committee:**

Date:	Meets on call twice a year	
Time:	TBD	
Location:	Alternates between Santa Clara City Hall and Mission College	
Contact:	Mission College President's Secretary or Santa Clara Mayor and Council Offices Executive Assistant to the Mayor and Council	Phone: (408) 855-5123 (408) 615-2250
Councilmembers	Gillmor (Chair), Davis, Mahan	Alternate: Hardy
Staff Member:	City Manager, Director of Community Development, Director of Parks and Recreation	

Established on-going communication and review of joint programs with Mission College. The Mission College President and two board members participate on the Committee. No stipend for attendee.

#### **6. City/School Liaison Committee (Santa Clara Unified School District):**

Date:	Meets first Wednesday every other month beginning February	
Time:	11:45 a.m.	
Location:	Alternates between Santa Clara City Hall and Santa Clara Unified School District (SCUSD) Office	
Contact:	City Manager's Office or SCUSD Superintendent	Phone: (408) 615-2210 (408) 423-2006
Councilmembers:	O'Neill (Chair), Gillmor, Watanabe	Alternate: Davis
Staff Member:	Assistant City Manager, Director of Parks and Recreation, Chief of Police	

Established on-going communication and coordination of joint projects/programs between City officials and SCUSD officials. The School Board representatives and School Superintendent are members of the Committee. No stipend for attendee.

#### **7. Grand Boulevard Task Force/EI Camino Real:**

Date:	Meets quarterly on the last Wednesday in March, June, September and December	
Time:	10:00 a.m.	
Location:	Alternatively held at the SamTrans Auditorium in San Carlos and the Historic Adobe Building in Mountain View	
Contact:	Dave Pape, SamTrans	Phone: (650) 508-6210
Councilmembers:	Watanabe	Alternate: Chahal
Staff Member:	Director of Community Development	

Member and alternate appointed by Council on February 21, 2006. First meeting was held March 2006. Joint Venture Silicon Valley Network/Peninsula Policy Partnership formed the Task Force for the purpose of looking for ways to raise the status of the EI Camino Real to a world-class boulevard with special attention to the aesthetic, safety and interjurisdictional issues. No stipend for attendee.

**8. Human Trafficking Commission:**

Date: Meetings held every even numbered month (February, April, June, August, October and December) on the second Friday of the month

Time: 1:00 p.m.

Location: Board of Supervisors' Chambers, County Government Center,  
70 West Hedding Street, San Jose

Contact: County of Santa Clara - Deputy Board Clerk  
Phone: (408)299-5083 or 408-299-5001

Councilmember: Watanabe Alternate: Mahan

Staff Member: Chief of Police

The Human Trafficking Commission was established on April 29, 2014 to investigate the nature and scope of human trafficking in the County, including both labor and sex trafficking; identify model victim-centered policies, services, and preventative measures to address this issue; make legislative and policy recommendations to the Santa Clara County Board of Supervisors; support the apprehension and prosecution of traffickers; and collaborate with partners regionally, nationally, and internationally to share information and strategies for ending human trafficking. No stipend for attendee.

**9. Northern California Power Agency (NCPA):**

Date: Meets most months, fourth Thursday of every month

Time: Usually 9:30 a.m.

Location: Rotating NCPA Cities (half in Roseville)

Contact: NCPA Phone: (916) 781-4202

Councilmember: O'Neill Alternate: Gillmor

Staff Member: City Manager, Assistant City Manager, Chief Electric Utility Officer, Assistant Director of Electric Utility, Electric Division Manager.

**10. Police Activities League (PAL):**

Date: Meets second Wednesday of every month

Time: 7:00 p.m.

Location: Police Department Community Room, 601 El Camino Real, Santa Clara

Councilmember: Gillmor Alternate: Watanabe

Staff Members: PAL Executive Director, Chief of Police

Founded and incorporated in 1970 as a nonprofit organization to provide a place where the youth of the City may enjoy educational and social benefits and athletic activities under competent supervision. The organization is managed by a board of directors comprised of volunteers.

**11. Peninsula Division of the League of California Cities:**

Date: Meets four times per year. Additionally, the Peninsula Division holds a "Legislative Day" in April of each year in Sacramento (Invitations sent out quarterly.)

Location: Alternating between San Mateo and Santa Clara Counties

Contact: Seth Miller Phone: (415) 595-8629

Councilmember: Davis Alternate: O'Neill

Staff Member: City Manager

Established to encourage greater participation in the Division's activities, thereby creating a strong and unified voice for cities in the Peninsula Division. The responsibilities of the liaison include keeping the Council informed about and engaged in the Division's legislative activities, to provide periodic League updates at Council meetings and to attend Division and League events whenever possible. No stipend for attendee.

**12. Joint Recycled Water Policy Advisory Committee:**

Date: Meets third Thursday in April and as-needed

Location: Alternates annually between San Jose City Hall (even years) and the Santa Clara Valley Water District Headquarters, San Jose (odd years)

Contact: Jeff Provenzano, City of San Jose Phone: (408) 277-3288  
Environmental Services



Councilmember:	Davis	Alternate:	Watanabe
Staff Member:	Director of Water and Sewer Utilities		
Established in 2010 to review and advise the Santa Clara Water District and the City of San Jose (lead agency for the San Jose/Santa Clara Water Pollution Control Plant) on all policy issues related to recycled water including operations and capital improvements.			

**13. Recycling and Waste Reduction Commission of Santa Clara County (RWRC):**

Date:	Meets the fourth Wednesday of every even numbered month except the December meeting (date to be determined due to holidays)		
Time:	5:30 p.m.		
Location:	Board of Supervisors' Chambers, County Government Center, 70 West Hedding Street, 1 <sup>st</sup> Floor, San Jose 95112		
Contact:	Recycling and Waste Reduction Division	Phone:	(408) 282-3180
Councilmember:	Watanabe		
Staff Member:	Deputy Director of Public Works		
Established per requirements of the California Integrated Waste Management Act of 1989 (AB 939) and subsequent amending legislation in order to coordinate and provide input to the countywide solid waste management program. Membership appointed through the City Selection Committee of Santa Clara County Cities' Association. No stipend for attendee.			

**14. San Francisco Bay Area Regional Water System Financing Authority:**

Date:	Meets once a year, in January		
Time:	Immediately prior to the BAWSCA Board Meetings at 6:30pm		
Location:	San Mateo Main Library, Oak Room, 55 West 3 <sup>rd</sup> Avenue, San Mateo, CA 94402		
Contact:	Nicole Sandkulla	Phone:	(650) 349-3000
Councilmember:	Davis		
Staff Member:	Director of Water and Sewer Utilities		
Established February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. The Regional Financing Authority is a parallel organization with the Bay Area Water Supply and Conservation Agency (BAWSCA). Same stipend for this and BAWSCA meeting attendance.			

**15. San Jose/Santa Clara Clean Water Financing Authority:**

Date:	Meets quarterly (February, if necessary), May, August, and November) on the second Thursday of the month		
Time:	3:30 p.m.		
Location:	San Jose City Hall, 200 East Santa Clara Street, Room T-1352, San Jose		
Contact:	City of San Jose Finance Department	Phone:	(408) 535-7010
Councilmember:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		

**16. San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC):**

Date:	Meets second Thursday every month (third Thursday in May, due to budget; no meeting in July)		
Time:	4:00 p.m. (if there are other meetings, this group would meet last)		
Location:	San Jose City Hall, City Manager's Office, 17 <sup>th</sup> floor, Room 1734, San Jose		
Contact:	Eva Roa, City of San Jose	Phone:	(408) 975-2547
	Environmental Services		
Councilmembers:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		
Reviews and advises the City of San Jose City Council on all issues relating to the operation and capital improvement of the San Jose/Santa Clara Water Pollution Control Plant. \$100 stipend for regular meeting attendance.			

**17. Santa Clara County Emergency Operational Area Council (EOAC):**

Date: Meets quarterly (February, May, August, November) on the fourth Thursday of the month

Time: 1:30 p.m.

Location: Sheriff's Auditorium, 55 Younger Avenue, San Jose

Contact: Ivan Williams and Michelle Sandoval Phone: (408) 808-7800  
Office of Emergency Services

Councilmember: Davis  
(Alternates Chair position with Sunnyvale and Milpitas- Cities Association appointment)

Staff Member: Fire Chief, Emergency Services Coordinator

The Emergency Preparedness Council is the advisory body of the Santa Clara County Operational Area in matters affecting disaster preparedness throughout the Operational Area. No stipend for attendee. This committee member is appointed by Cities Association for a 3-year term.

**18. Santa Clara County Expressway Plan 2040 Policy Advisory Board (PAB):**

Date: Meets as needed

Time: TBA

Contact: Ellen Talbo, County of Santa Clara, Phone: (408) 573-2482  
County Transportation Planner

Councilmember: Watanabe Alternate: Hardy

Staff Member: Director of Public Works (Advisor only, does not attend meetings)

The Santa Clara County Comprehensive Expressway Planning Study policy Advisory Board (PAB) will provide a forum for policy input from elected officials for updating the Expressway Study's Implementation Plan originally adopted in August 2003. No stipend for attendee.

**19. Santa Clara/Santa Cruz Counties Airport/Community Roundtable**

Date: Meets on the fourth Wednesday of every other month beginning in January

Time: TBD

Location: Varies

Contact: Cities Association of Santa Clara County Phone: (408) 766-9534  
Andi Jordan  
Executive Director  
P.O. Box 1079, Los Gatos, CA 95031

Councilmember: Watanabe Alternate: Chahal

Staff Member: City Manager

On July 2018, the Council approved for the City to become a member of the Committee, which is scheduled to convene for the first time within the coming months. Participation in the Roundtable will allow the City of Santa Clara to contribute to policy solutions that mitigate aircraft noise in affected communities, as well as create partnerships with neighboring cities, counties, airports and the Federal Aviation Administration.

**20. Santa Clara Sister Cities Association**

Date: Meets as needed

Time: 7:00 p.m.

Location: Headen Inman House for Board Meetings

Councilmember: Davis Alternate: Watanabe

Staff Member: City Manager's Office

The Santa Clara Sister Cities Association, an independent non-profit organization, assists the City in exchange activities with Coimbra, Portugal, Izumo, Japan and Limerick, Ireland -- Santa Clara's three sister-cities. The Council appoints a representative to serve as liaison to the Association.

**21. Santa Clara University Liaison/Neighborhood-University Relations Committee (NURC):**

Date: Meets three times annually on Monday evenings during the academic year

Time: 7:00 p.m.

Location: SCU Schott Admissions and Enrollment Building, Room 406

Councilmember: Mahan (Chair) Chahal, Hardy

Alternate: Gillmor

Staff Members: City Manager, Director of Community Development, Code Enforcement Technician, Chief of Police

Established in 1990 to review student housing issues (formerly Student Housing Committee). Established a forum for on-going communication and problem solving among City officials, neighborhoods, property owners and Santa Clara University officials and students. Santa Clara University/City Liaison Committee and NURC were combined because of the similar topics that the two committees cover. Three NURC meetings will be held per year (October/November, February and April) for neighborhood issues, and the STAFF TASK FORCE and the CITY-NEIGHBORHOOD FORUM will no longer be held (pursuant to Council action of June 23, 2009). A University-City Subcommittee comprised of NURC City Councilmembers, University officials and City Executive Team Members will meet as needed.

**22. Santa Clara Valley Transportation Authority (SCVTA):**

Contact: Board Secretary, SCVTA

Phone: (408) 321-5680

**A. Board of Directors:**

Date: Meets first Thursday of every month (except July)

Time: 5:30 p.m.

Location: Board of Supervisors Chambers, 70 West Hedding Street, San Jose

*North East Cities Group*

Position includes appointment to one of three sub-committees appointed by the VTA Board of Directors. Small Cities Group representation is a 2-year rotating term with two member cities and one alternate city. The Small Cities Group is comprised of the Cities of Milpitas, Sunnyvale, and Santa Clara.

Councilmember: O'Neill

Staff Member: Director of Public Works

Sets VTA policy; establishes committees to give advice on policy matters and provide in-depth review. \$100 stipend for meeting attendance, per day. The VTA Administrative Code states that appointments to standing committees are approved by the VTA Board of Directors based on the recommendations of the current chairperson. At the first meeting in January, the Board shall approve the members and chairpersons of all standing committees of the Board based on recommendations for these positions provided by the Board Chairperson. The term of each appointment shall be for one year.

**B. Policy Advisory Committee:**

Date: Meets on the second Thursday of every month

Time: 4:00 p.m.

Location: VTA Offices, 3331 North First Street, San Jose  
Building B, Conference Room B-106

Councilmember: Chahal

Alternate: Hardy

Ensures that all jurisdictions within the County have access to development of VTA's policies. No stipend for attendee.

**23. Santa Clara Valley Water Commission (SCVW):**

Date: Meets quarterly in January, April, July, and October on the fourth Wednesday of the month

Time: 12:00 p.m.

Location: SCVW District Headquarters, 5700 Almaden Expressway, San Jose

Contact: Glenna Brambill

Phone: (408) 630-2408

Santa Clara Valley Water District

Councilmember: Davis

Alternate: Watanabe

Staff Member: Director of Water and Sewer Utilities

Established by the Santa Clara Valley Water District Board of Directors to review and advise on issues relating to water supply and water pricing. No stipend for attendee.

**24. Silicon Valley Animal Control Authority (SVACA):**

Date:	Meets on the fourth Wednesday of every other month beginning in January		
Time:	8:30 a.m.		
Location:	SVACA Headquarters, 3370 Thomas Road, Santa Clara		
Contact:	Heidi Springer	Phone:	(408) 764-0350
Councilmember:	O'Neill	Alternate:	Mahan
Staff Member:	Police Department Patrol Lieutenant		
Established in 2000 to provide animal control field services and shelter services for the participating cities. The Board is comprised of four members representing the participating cities of Santa Clara, Campbell, Monte Sereno and Mountain View. No stipend for attendee.			

**25. Silicon Valley Regional Interoperability Authority (SVRIA) Board of Directors:**

Date:	Meets every other month - must meet annually a minimum of two regular meetings		
Time:	5:00 p.m.		
Location:	Santa Clara Police Department, 601 El Camino Real, Santa Clara		
Contact:	Denise Sellers	Phone:	(408) 615-5571
	Executive Director SVRIA		
Primary:	Sunnyvale is the primary member and Santa Clara is the alternate member until June 30, 2022 (Santa Clara alternates primary member position with Sunnyvale and Milpitas).		
Staff Member:	Chief of Police		

In 2001, several agencies in the area established the Silicon Valley Regional Interoperability Project to design an implementation strategy for an interoperable communications network; purchase a radio and data communications system or network; integrate this system or network with other nearby regional public safety communications systems; participate in regional interoperability; and to jointly apply for grants and funding to facilitate these goals. In 2010, a Joint Powers Agreement was established to implement and operate the SVRIA and other projects. The nine-member Board of Directors of the JPA consists of elected officials from different geographic regions of the County and will serve as the governing body for the agreement. The City of Santa Clara is represented in the “Central County Agencies” that also includes Sunnyvale and Milpitas. No stipend for attendee.

**26. Triton Museum of Art Liaison Committee:**

Date:	Meets generally on the third Thursday of every month		
Time:	4:30 p.m. – 5:30 p.m.		
Location:	Triton Museum Boardroom, 1505 Warburton Avenue, Santa Clara		
Contact:	Triton Museum of Art	Phone:	(408)247-3754
Councilmember:	Davis	Alternate:	Mahan
Staff Member:	City Manager's Office, Management Analyst		
The Triton Museum of Art is an independent non-profit organization. The Council appoints a representative to serve as a liaison to the Triton Museum Board. The participation of a Councilmember at the Triton Museum Board meetings will further the communication and knowledge of the City's support. No stipend for attendee.			

# CITY OF SANTA CLARA

## Council Appointments to City Committees

### CITY COMMITTEES (City staff responsible for preparing and posting the agendas for the meetings).

#### 1. Americans with Disabilities Act (ADA) Committee:

Date: Meets on call

Time: TBD

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: ~~Chahal Mahan~~ (Chair) Alternate: ~~Davis Chahal~~

Staff Members: Director of Public Works

Staff Liaison: Kelly Conoscenti, OSIII Phone: 408-615-3000

Established on September 29, 1992, to review accessibility issues, the Committee includes individuals and representatives from community organizations such as VIA Rehabilitation, Self Help for Hard of Hearing People, and the Adult Independence Development Center.

#### 2. Audit Committee:

Date: Meets on call

Time: TBD

Location: City Hall  
1500 Warburton Avenue, Santa Clara

Councilmembers: Gillmor (Chair), Watanabe, Hardy Alternate: ~~Davis Mahan~~

Staff Members: City Manager, Director of Finance, City Auditor

Reviews the annual independent audits, Comprehensive Annual Financial Report, Single Audit Report, Electric Utility Financial Statements, Stadium Authority Financial Statements, and City Auditor's Annual Report. Meetings are attended with independent auditor.

#### 3. Bicycle Pedestrian Advisory Committee (BPAC):

Date: Meets on the fourth Monday of January, March, June, August, and October  
1/27; 3/23; 6/22; 8/24; 10/26

Time: 4:00 p.m.

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: Hardy (Chair) Alternate: Chahal

Staff Members: Director of Public Works, Traffic Engineer, Police Department Traffic Sergeant

Staff Liaison: Marshall Johnson, Civil Engineer I Phone: 408-615-3023

Originally established on May 14, 1991, the Committee was established to explore developing safe bicycle lanes and routes on City streets. The Committee name and duties was revised in March 25, 2014 to include pedestrian aspects and to also provide input on non-engineering activities to increase pedestrian and bicycle usage in the City.

#### 4. Economic Development, Communications, and Marketing Committee:

Date: Meets on the third Wednesday of February, May, August, and November  
2/19; 5/20; 8/19; 11/18

Time: 3:00 p.m.

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: Davis (Chair), Gillmor, Watanabe Alternate: ~~Hardy Mahan~~

Staff Members: City Manager, Assistant City Manager, Director of Communications

Staff Liaison: Genevieve Yip, Staff Analyst I Phone: 408-615-2250

The Economic Development, Communications, and Marketing Committee was established by Council action on February 5, 2019, to consolidate the Economic Development Committee and the Marketing Committee. The Committee focuses proactive economic development and effective communication, as well as reviews the City's marketing and branding strategies.

## **5. Governance and Ethics Committee:**

Date: Meets on the first Monday of March\*, June\*\*, September\*\*\*, and December 2/10; 6/8; 9/14; 12/7

Time: 3:00 p.m.

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: O'Neill (Chair), Davis, Gillmor Alternate: Watanabe

Staff Members: City Manager, City Attorney, City Clerk

Staff Liaison: Genevieve Yip, Staff Analyst I Phone: 408-615-2250

The Governance and Ethics Committee was established by Council action on February 5, 2019, to consolidate the Governance Committee, Ethics Committee, and the Facilities Naming and Honorary Recognition Ad Hoc Committee. The Committee focuses on the refinement or establishment of policies and procedures regarding City Council operations and general good government practices, as well as the further implementation of the City's Code of Ethics & Values program. This committee is also responsible for reviewing requests for facility naming and honorary recognitions.

\*Meeting date has been rescheduled from 3/2 to 2/10 due to scheduling conflicts.

\*\*Meeting date has been rescheduled from 6/1 to 6/8 due to scheduling conflicts.

\*\*\*Meeting date has been rescheduled from 9/7 to 9/21 due to observance of the Labor Day holiday.

## **6. Stadium Authority Audit Committee:**

Date: Meets on call

Time: TBD

Location: City Hall  
1500 Warburton Avenue, Santa Clara

Councilmembers: Gillmor (Chair), Hardy, O'Neill Alternate: Chahal

Staff Members: City Manager, Director of Finance, City Auditor

On July 19, 2016, the Santa Clara Stadium Authority Board (Board) approved appointment of a three-member committee to oversee the work and progress of the audit being performed by Harvey M. Rose Associates, LLC.

# CITY OF SANTA CLARA

## Council Appointments to City Committees

### **CITY COMMITTEES (City staff responsible for preparing and posting the agendas for the meetings).**

#### **1. Americans with Disabilities Act (ADA) Committee:**

Date:	Meets on call	
Time:	TBD	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Chahal (Chair)	Alternate: Davis
Staff Members:	Director of Public Works	
Staff Liaison:	Kelly Conoscenti, OSIII	Phone: 408-615-3000
Established on September 29, 1992, to review accessibility issues, the Committee includes individuals and representatives from community organizations such as VIA Rehabilitation, Self Help for Hard of Hearing People, and the Adult Independence Development Center.		

#### **2. Audit Committee:**

Date:	Meets on call		
Time:	TBD		
Location:	City Hall 1500 Warburton Avenue, Santa Clara		
Councilmembers:	Gillmor (Chair), Watanabe, Hardy	Alternate:	Davis
Staff Members:	City Manager, Director of Finance, City Auditor		
Reviews the annual independent audits, Comprehensive Annual Financial Report, Single Audit Report, Electric Utility Financial Statements, Stadium Authority Financial Statements, and City Auditor's Annual Report. Meetings are attended with independent auditor.			

#### **3. Bicycle Pedestrian Advisory Committee (BPAC):**

Date:	Meets on the fourth Monday of January, March, June, August, and October 1/27; 3/23; 6/22; 8/24; 10/26	
Time:	4:00 p.m.	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Hardy (Chair)	Alternate: Chahal
Staff Members:	Director of Public Works, Traffic Engineer, Police Department Traffic Sergeant	
Staff Liaison:	Marshall Johnson, Civil Engineer I	Phone: 408-615-3023
Originally established on May 14, 1991, the Committee was established to explore developing safe bicycle lanes and routes on City streets. The Committee name and duties was revised in March 25, 2014 to include pedestrian aspects and to also provide input on non-engineering activities to increase pedestrian and bicycle usage in the City.		

#### **4. Economic Development, Communications, and Marketing Committee:**

Date:	Meets on the third Wednesday of February, May, August, and November 2/19; 5/20; 8/19; 11/18	
Time:	3:00 p.m.	
Location:	City Hall Council Chambers 1500 Warburton Avenue, Santa Clara	
Councilmembers:	Davis (Chair), Gillmor, Watanabe	Alternate: Hardy
Staff Members:	City Manager, Assistant City Manager, Director of Communications	
Staff Liaison:	Genevieve Yip, Staff Analyst I	Phone: 408-615-2250
The Economic Development, Communications, and Marketing Committee was established by Council action on February 5, 2019, to consolidate the Economic Development Committee and the Marketing Committee. The Committee focuses proactive economic development and effective communication, as well as reviews the City's marketing and branding strategies.		

## **5. Governance and Ethics Committee:**

Date: Meets on the first Monday of March\*, June\*\*, September\*\*\*, and December 2/10; 6/8; 9/14; 12/7

Time: 3:00 p.m.

Location: City Hall Council Chambers  
1500 Warburton Avenue, Santa Clara

Councilmembers: O'Neill (Chair), Davis, Gillmor Alternate: Watanabe

Staff Members: City Manager, City Attorney, City Clerk

Staff Liaison: Genevieve Yip, Staff Analyst I Phone: 408-615-2250

The Governance and Ethics Committee was established by Council action on February 5, 2019, to consolidate the Governance Committee, Ethics Committee, and the Facilities Naming and Honorary Recognition Ad Hoc Committee. The Committee focuses on the refinement or establishment of policies and procedures regarding City Council operations and general good government practices, as well as the further implementation of the City's Code of Ethics & Values program. This committee is also responsible for reviewing requests for facility naming and honorary recognitions.

\*Meeting date has been rescheduled from 3/2 to 2/10 due to scheduling conflicts.

\*\*Meeting date has been rescheduled from 6/1 to 6/8 due to scheduling conflicts.

\*\*\*Meeting date has been rescheduled from 9/7 to 9/21 due to observance of the Labor Day holiday.

## **6. Stadium Authority Audit Committee:**

Date: Meets on call

Time: TBD

Location: City Hall  
1500 Warburton Avenue, Santa Clara

Councilmembers: Gillmor (Chair), Hardy, O'Neill Alternate: Chahal

Staff Members: City Manager, Director of Finance, City Auditor

On July 19, 2016, the Santa Clara Stadium Authority Board (Board) approved appointment of a three-member committee to oversee the work and progress of the audit being performed by Harvey M. Rose Associates, LLC.



**CITY OF SANTA CLARA**  
**Council Appointments to Outside Agency Committees**

**OUTSIDE AGENCY COMMITTEES (Outside Agency responsible for preparing and posting the agendas for the meetings).**

**1. Association of Bay Area Governments (ABAG) (General Assembly):**

Date: Meetings held once a year, in spring  
Time: From approximately 9:00 a.m. to 3:00 p.m.  
Location: TBD  
Contact: ABAG Clerk of the Board Phone: (415) 820-7913  
Councilmember: Watanabe Alternate: O'Neill  
Staff Member: Director of Community Development  
Established in 1961 to protect local control, planning for the future and promoting cooperation in area-wide issues. No stipend for attendee.

**2. Bay Area Water Supply and Conservation Agency (BAWSCA):**

Date: Meetings held every odd numbered month (January, March, May, July, September, November) on the third Thursday of the month  
Time: 6:30 p.m.  
Location: San Mateo Main Library, Oak Room, 55 West 3<sup>rd</sup> Avenue, San Mateo, CA 94402  
Contact: Nicole Sandkulla Phone: (650) 349-3000  
Councilmember: Davis  
Staff Member: Director of Water and Sewer Utilities  
Established in February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. BAWSCA term is four years (June 2018-2022) and has only one representative (no alternate). \$100 stipend for meeting attendance.

**3. Caltrain Modernization Local Policymaker Group (CalMod):**

Date: Meets monthly on the fourth Thursday; except in December, meets on the third Thursday  
Time: 5:30 p.m. – 7:00 p.m.  
Location: Caltrain Joint Powers Authority Board Headquarters  
Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA 94070  
Contact: Phone: (650) 508-6200  
Councilmember: Watanabe Alternate: Chahal Mahan  
Staff Member: Director of Public Works (Advisor only, does not attend meetings)  
Established by Caltrain Joint powers Board for Caltrain modernization/electrification. Members represent cities along the Caltrain corridor. No stipend for attendee.

**4. Cities Association of Santa Clara County:**

Contact: Andi Jordan, Phone: (408) 766-9534  
Executive Director  
P.O. Box 1079, Los Gatos, CA 95031

**A. Board of Directors:**

Date: Meets on the second Thursday of every month, except in July  
Time: 7:00 p.m.  
Location: Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale  
Councilmember: Davis Alternate: Watanabe  
Staff Member: City Manager or Assistant City Manager  
No stipend for attendee.

**B. City Selection Committee:**

Date: Meets on call  
Time: 6:45 p.m. (Immediately before the Board of Directors meeting)

Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	

Established to promote cooperation among the fifteen cities of Santa Clara County and to promote legislative action that will affect local control.

**C. Legislative Action Committee:**

Date:	Meets on call	
Time:	6:45 p.m. (Immediately before the Board of Directors meeting)	
Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	

**5. City/Mission College Liaison Committee:**

Date:	Meets on call twice a year	
Time:	TBD	
Location:	Alternates between Santa Clara City Hall and Mission College	
Contact:	Mission College President's Secretary or Santa Clara Mayor and Council Offices Executive Assistant to the Mayor and Council	Phone: (408) 855-5123 (408) 615-2250
Councilmembers	Gillmor (Chair), Davis, <u>Hardy Mahan</u>	Alternate: <u>O'Neill Hardy</u>
Staff Member:	City Manager, Director of Community Development, Director of Parks and Recreation	

Established on-going communication and review of joint programs with Mission College. The Mission College President and two board members participate on the Committee. No stipend for attendee.

**6. City/School Liaison Committee (Santa Clara Unified School District):**

Date:	Meets first Wednesday every other month beginning February	
Time:	11:45 a.m.	
Location:	Alternates between Santa Clara City Hall and Santa Clara Unified School District (SCUSD) Office	
Contact:	City Manager's Office or SCUSD Superintendent	Phone: (408) 615-2210 (408) 423-2006
Councilmembers:	O'Neill (Chair), Gillmor, Watanabe	Alternate: Davis
Staff Member:	Assistant City Manager, Director of Parks and Recreation, Chief of Police	

Established on-going communication and coordination of joint projects/programs between City officials and SCUSD officials. The School Board representatives and School Superintendent are members of the Committee. No stipend for attendee.

**7. Grand Boulevard Task Force/El Camino Real:**

Date:	Meets quarterly on the last Wednesday in March, June, September and December	
Time:	10:00 a.m.	
Location:	Alternatively held at the SamTrans Auditorium in San Carlos and the Historic Adobe Building in Mountain View	
Contact:	Dave Pape, SamTrans	Phone: (650) 508-6210
Councilmembers:	Watanabe	Alternate: Chahal
Staff Member:	Director of Community Development	

Member and alternate appointed by Council on February 21, 2006. First meeting was held March 2006. Joint Venture Silicon Valley Network/Peninsula Policy Partnership formed the Task Force for the purpose of looking for ways to raise the status of the El Camino Real to a world-class boulevard with special attention to the aesthetic, safety and interjurisdictional issues. No stipend for attendee.

## **8. Human Trafficking Commission:**

Date: Meetings held every even numbered month (February, April, June, August, October and December) on the second Friday of the month

Time: 1:00 p.m.

Location: Board of Supervisors' Chambers, County Government Center,  
70 West Hedding Street, San Jose

Contact: County of Santa Clara - Deputy Board Clerk  
Phone: (408)299-5083 or 408-299-5001

Councilmember: Watanabe Alternate: Davis Mahan

Staff Member: Chief of Police

The Human Trafficking Commission was established on April 29, 2014 to investigate the nature and scope of human trafficking in the County, including both labor and sex trafficking; identify model victim-centered policies, services, and preventative measures to address this issue; make legislative and policy recommendations to the Santa Clara County Board of Supervisors; support the apprehension and prosecution of traffickers; and collaborate with partners regionally, nationally, and internationally to share information and strategies for ending human trafficking. No stipend for attendee.

## **9. Northern California Power Agency (NCPA):**

Date: Meets most months, fourth Thursday of every month

Time: Usually 9:30 a.m.

Location: Rotating NCPA Cities (half in Roseville)

Contact: NCPA Phone: (916) 781-4202

Councilmember: O'Neill Alternate: Gillmor

Staff Member: City Manager, Assistant City Manager, Chief Electric Utility Officer, Assistant Director of Electric Utility, Electric Division Manager.

## **10. Police Activities League (PAL):**

Date: Meets second Wednesday of every month

Time: 7:00 p.m.

Location: Police Department Community Room, 601 El Camino Real, Santa Clara

Councilmember: Gillmor Alternate: Watanabe

Staff Members: PAL Executive Director, Chief of Police

Founded and incorporated in 1970 as a nonprofit organization to provide a place where the youth of the City may enjoy educational and social benefits and athletic activities under competent supervision. The organization is managed by a board of directors comprised of volunteers.

## **11. Peninsula Division of the League of California Cities:**

Date: Meets four times per year. Additionally, the Peninsula Division holds a "Legislative Day" in April of each year in Sacramento (Invitations sent out quarterly.)

Location: Alternating between San Mateo and Santa Clara Counties

Contact: Seth Miller Phone: (415) 595-8629

Councilmember: Davis Alternate: O'Neill

Staff Member: City Manager

Established to encourage greater participation in the Division's activities, thereby creating a strong and unified voice for cities in the Peninsula Division. The responsibilities of the liaison include keeping the Council informed about and engaged in the Division's legislative activities, to provide periodic League updates at Council meetings and to attend Division and League events whenever possible. No stipend for attendee.

## **12. Joint Recycled Water Policy Advisory Committee:**

Date: Meets third Thursday in April and as-needed

Location: Alternates annually between San Jose City Hall (even years) and the Santa Clara Valley Water District Headquarters, San Jose (odd years)

Contact: Jeff Provenzano, City of San Jose Phone: (408) 277-3288  
Environmental Services

Councilmember:	Davis	Alternate:	Watanabe
Staff Member:	Director of Water and Sewer Utilities		
Established in 2010 to review and advise the Santa Clara Water District and the City of San Jose (lead agency for the San Jose/Santa Clara Water Pollution Control Plant) on all policy issues related to recycled water including operations and capital improvements.			

**13. Recycling and Waste Reduction Commission of Santa Clara County (RWRC):**

Date:	Meets the fourth Wednesday of every even numbered month except the December meeting (date to be determined due to holidays)		
Time:	5:30 p.m.		
Location:	Board of Supervisors' Chambers, County Government Center, 70 West Hedding Street, 1 <sup>st</sup> Floor, San Jose 95112		
Contact:	Recycling and Waste Reduction Division	Phone:	(408) 282-3180
Councilmember:	Watanabe		
Staff Member:	Deputy Director of Public Works		
Established per requirements of the California Integrated Waste Management Act of 1989 (AB 939) and subsequent amending legislation in order to coordinate and provide input to the countywide solid waste management program. Membership appointed through the City Selection Committee of Santa Clara County Cities' Association. No stipend for attendee.			

**14. San Francisco Bay Area Regional Water System Financing Authority:**

Date:	Meets once a year, in January		
Time:	Immediately prior to the BAWSCA Board Meetings at 6:30pm		
Location:	San Mateo Main Library, Oak Room, 55 West 3 <sup>rd</sup> Avenue, San Mateo, CA 94402		
Contact:	Nicole Sandkulla	Phone:	(650) 349-3000
Councilmember:	Davis		
Staff Member:	Director of Water and Sewer Utilities		
Established February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. The Regional Financing Authority is a parallel organization with the Bay Area Water Supply and Conservation Agency (BAWSCA). Same stipend for this and BAWSCA meeting attendance.			

**15. San Jose/Santa Clara Clean Water Financing Authority:**

Date:	Meets quarterly (February, if necessary), May, August, and November) on the second Thursday of the month		
Time:	3:30 p.m.		
Location:	San Jose City Hall, 200 East Santa Clara Street, Room T-1352, San Jose		
Contact:	City of San Jose Finance Department	Phone:	(408) 535-7010
Councilmember:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		

**16. San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC):**

Date:	Meets second Thursday every month (third Thursday in May, due to budget; no meeting in July)		
Time:	4:00 p.m. (if there are other meetings, this group would meet last)		
Location:	San Jose City Hall, City Manager's Office, 17 <sup>th</sup> floor, Room 1734, San Jose		
Contact:	Eva Roa, City of San Jose	Phone:	(408) 975-2547
	Environmental Services		
Councilmembers:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		
Reviews and advises the City of San Jose City Council on all issues relating to the operation and capital improvement of the San Jose/Santa Clara Water Pollution Control Plant. \$100 stipend for regular meeting attendance.			

**17. Santa Clara County Emergency Operational Area Council (EOAC):**

Date: Meets quarterly (February, May, August, November) on the fourth Thursday of the month

Time: 1:30 p.m.

Location: Sheriff's Auditorium, 55 Younger Avenue, San Jose

Contact: Ivan Williams and Michelle Sandoval Phone: (408) 808-7800  
Office of Emergency Services

Councilmember: Davis  
(Alternates Chair position with Sunnyvale and Milpitas- Cities Association appointment)

Staff Member: Fire Chief, Emergency Services Coordinator

The Emergency Preparedness Council is the advisory body of the Santa Clara County Operational Area in matters affecting disaster preparedness throughout the Operational Area. No stipend for attendee. This committee member is appointed by Cities Association for a 3-year term.

**18. Santa Clara County Expressway Plan 2040 Policy Advisory Board (PAB):**

Date: Meets as needed

Time: TBA

Contact: Ellen Talbo, County of Santa Clara, Phone: (408) 573-2482  
County Transportation Planner

Councilmember: Watanabe Alternate: Hardy

Staff Member: Director of Public Works (Advisor only, does not attend meetings)

The Santa Clara County Comprehensive Expressway Planning Study policy Advisory Board (PAB) will provide a forum for policy input from elected officials for updating the Expressway Study's Implementation Plan originally adopted in August 2003. No stipend for attendee.

**19. Santa Clara/Santa Cruz Counties Airport/Community Roundtable**

Date: Meets on the fourth Wednesday of every other month beginning in January

Time: TBD

Location: Varies

Contact: Cities Association of Santa Clara County Phone: (408) 766-9534  
Andi Jordan  
Executive Director  
P.O. Box 1079, Los Gatos, CA 95031

Councilmember: Watanabe Alternate: Chahal

Staff Member: City Manager

On July 2018, the Council approved for the City to become a member of the Committee, which is scheduled to convene for the first time within the coming months. Participation in the Roundtable will allow the City of Santa Clara to contribute to policy solutions that mitigate aircraft noise in affected communities, as well as create partnerships with neighboring cities, counties, airports and the Federal Aviation Administration.

**20. Santa Clara Sister Cities Association**

Date: Meets as needed

Time: 7:00 p.m.

Location: Headen Inman House for Board Meetings

Councilmember: Davis Alternate: Watanabe

Staff Member: City Manager's Office

The Santa Clara Sister Cities Association, an independent non-profit organization, assists the City in exchange activities with Coimbra, Portugal, Izumo, Japan and Limerick, Ireland -- Santa Clara's three sister-cities. The Council appoints a representative to serve as liaison to the Association.

**21. Santa Clara University Liaison/Neighborhood-University Relations Committee (NURC):**

Date: Meets three times annually on Monday evenings during the academic year

Time: 7:00 p.m.

Location: SCU Schott Admissions and Enrollment Building, Room 406

Councilmember: ~~Gillmor Mahan~~ (Chair) Chahal, Hardy Alternate: ~~O'Neill Gillmor~~

Staff Members: City Manager, Director of Community Development, Code Enforcement Technician, Chief of Police

Established in 1990 to review student housing issues (formerly Student Housing Committee). Established a forum for on-going communication and problem solving among City officials, neighborhoods, property owners and Santa Clara University officials and students. Santa Clara University/City Liaison Committee and NURC were combined because of the similar topics that the two committees cover. Three NURC meetings will be held per year (October/November, February and April) for neighborhood issues, and the STAFF TASK FORCE and the CITY-NEIGHBORHOOD FORUM will no longer be held (pursuant to Council action of June 23, 2009). A University-City Subcommittee comprised of NURC City Councilmembers, University officials and City Executive Team Members will meet as needed.

**22. Santa Clara Valley Transportation Authority (SCVTA):**

Contact: Board Secretary, SCVTA

Phone: (408) 321-5680

**A. Board of Directors:**

Date: Meets first Thursday of every month (except July)

Time: 5:30 p.m.

Location: Board of Supervisors Chambers, 70 West Hedding Street, San Jose

*North East Cities Group*

Position includes appointment to one of three sub-committees appointed by the VTA Board of Directors. Small Cities Group representation is a 2-year rotating term with two member cities and one alternate city. The Small Cities Group is comprised of the Cities of Milpitas, Sunnyvale, and Santa Clara.

Councilmember: O'Neill

Staff Member: Director of Public Works

Sets VTA policy; establishes committees to give advice on policy matters and provide in-depth review. \$100 stipend for meeting attendance, per day. The VTA Administrative Code states that appointments to standing committees are approved by the VTA Board of Directors based on the recommendations of the current chairperson. At the first meeting in January, the Board shall approve the members and chairpersons of all standing committees of the Board based on recommendations for these positions provided by the Board Chairperson. The term of each appointment shall be for one year.

**B. Policy Advisory Committee:**

Date: Meets on the second Thursday of every month

Time: 4:00 p.m.

Location: VTA Offices, 3331 North First Street, San Jose  
Building B, Conference Room B-106

Councilmember: Chahal

Alternate: Hardy

Ensures that all jurisdictions within the County have access to development of VTA's policies. No stipend for attendee.

**23. Santa Clara Valley Water Commission (SCVW):**

Date: Meets quarterly in January, April, July, and October on the fourth Wednesday of the month

Time: 12:00 p.m.

Location: SCVW District Headquarters, 5700 Almaden Expressway, San Jose

Contact: Glenna Brambill

Phone: (408) 630-2408

Santa Clara Valley Water District

Councilmember: Davis

Alternate: Watanabe

Staff Member: Director of Water and Sewer Utilities

Established by the Santa Clara Valley Water District Board of Directors to review and advise on issues relating to water supply and water pricing. No stipend for attendee.

**24. Silicon Valley Animal Control Authority (SVACA):**

Date: Meets on the fourth Wednesday of every other month beginning in January

Time: 8:30 a.m.

Location: SVACA Headquarters, 3370 Thomas Road, Santa Clara

Contact: Heidi Springer

Phone: (408) 764-0350

Councilmember: O'Neill

Alternate: [Chahal Mahan](#)

Staff Member: Police Department Patrol Lieutenant

Established in 2000 to provide animal control field services and shelter services for the participating cities. The Board is comprised of four members representing the participating cities of Santa Clara, Campbell, Monte Sereno and Mountain View. No stipend for attendee.

**25. Silicon Valley Regional Interoperability Authority (SVRIA) Board of Directors:**

Date: Meets every other month - must meet annually a minimum of two regular meetings

Time: 5:00 p.m.

Location: Santa Clara Police Department, 601 El Camino Real, Santa Clara

Contact: Denise Sellers

Phone: (408) 615-5571

Executive Director SVRIA

Primary: Sunnyvale is the primary member and Santa Clara is the alternate member until June 30, 2022 (Santa Clara alternates primary member position with Sunnyvale and Milpitas).

Staff Member: Chief of Police

In 2001, several agencies in the area established the Silicon Valley Regional Interoperability Project to design an implementation strategy for an interoperable communications network; purchase a radio and data communications system or network; integrate this system or network with other nearby regional public safety communications systems; participate in regional interoperability; and to jointly apply for grants and funding to facilitate these goals. In 2010, a Joint Powers Agreement was established to implement and operate the SVRIA and other projects. The nine-member Board of Directors of the JPA consists of elected officials from different geographic regions of the County and will serve as the governing body for the agreement. The City of Santa Clara is represented in the "Central County Agencies" that also includes Sunnyvale and Milpitas. No stipend for attendee.

**26. Triton Museum of Art Liaison Committee:**

Date: Meets generally on the third Thursday of every month

Time: 4:30 p.m. – 5:30 p.m.

Location: Triton Museum Boardroom, 1505 Warburton Avenue, Santa Clara

Contact: Triton Museum of Art

Phone: (408)247-3754

Councilmember: Davis

Alternate: [Chahal Mahan](#)

Staff Member: City Manager's Office, Management Analyst

The Triton Museum of Art is an independent non-profit organization. The Council appoints a representative to serve as a liaison to the Triton Museum Board. The participation of a Councilmember at the Triton Museum Board meetings will further the communication and knowledge of the City's support. No stipend for attendee.



# CITY OF SANTA CLARA

## Council Appointments to Outside Agency Committees

**OUTSIDE AGENCY COMMITTEES (Outside Agency responsible for preparing and posting the agendas for the meetings).**

### 1. Association of Bay Area Governments (ABAG) (General Assembly):

Date: Meetings held once a year, in spring  
 Time: From approximately 9:00 a.m. to 3:00 p.m.  
 Location: TBD  
 Contact: ABAG Clerk of the Board Phone: (415) 820-7913  
 Councilmember: Watanabe Alternate: O'Neill  
 Staff Member: Director of Community Development  
 Established in 1961 to protect local control, planning for the future and promoting cooperation in area-wide issues. No stipend for attendee.

### 2. Bay Area Water Supply and Conservation Agency (BAWSCA):

Date: Meetings held every odd numbered month (January, March, May, July, September, November) on the third Thursday of the month  
 Time: 6:30 p.m.  
 Location: San Mateo Main Library, Oak Room, 55 West 3<sup>rd</sup> Avenue, San Mateo, CA 94402  
 Contact: Nicole Sandkulla Phone: (650) 349-3000  
 Councilmember: Davis  
 Staff Member: Director of Water and Sewer Utilities  
 Established in February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. BAWSCA term is four years (June 2018-2022) and has only one representative (no alternate). \$100 stipend for meeting attendance.

### 3. Caltrain Modernization Local Policymaker Group (CalMod):

Date: Meets monthly on the fourth Thursday; except in December, meets on the third Thursday  
 Time: 5:30 p.m. – 7:00 p.m.  
 Location: Caltrain Joint Powers Authority Board Headquarters  
 Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA 94070  
 Contact: Phone: (650) 508-6200  
 Councilmember: Watanabe Alternate: Chahal  
 Staff Member: Director of Public Works (Advisor only, does not attend meetings)  
 Established by Caltrain Joint powers Board for Caltrain modernization/electrification. Members represent cities along the Caltrain corridor. No stipend for attendee.

### 4. Cities Association of Santa Clara County:

Contact: Andi Jordan, Phone: (408) 766-9534  
 Executive Director  
 P.O. Box 1079, Los Gatos, CA 95031

#### A. Board of Directors:

Date: Meets on the second Thursday of every month, except in July  
 Time: 7:00 p.m.  
 Location: Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale  
 Councilmember: Davis Alternate: Watanabe  
 Staff Member: City Manager or Assistant City Manager  
 No stipend for attendee.

#### B. City Selection Committee:

Date: Meets on call  
 Time: 6:45 p.m. (Immediately before the Board of Directors meeting)



Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	

Established to promote cooperation among the fifteen cities of Santa Clara County and to promote legislative action that will affect local control.

**C. Legislative Action Committee:**

Date:	Meets on call	
Time:	6:45 p.m. (Immediately before the Board of Directors meeting)	
Location:	Sunnyvale City Hall, 456 West Olive Avenue, Sunnyvale	
Councilmember:	Davis	Alternate: Watanabe
Staff Member:	City Manager or Assistant City Manager	

**5. City/Mission College Liaison Committee:**

Date:	Meets on call twice a year	
Time:	TBD	
Location:	Alternates between Santa Clara City Hall and Mission College	
Contact:	Mission College President's Secretary or Santa Clara Mayor and Council Offices Executive Assistant to the Mayor and Council	Phone: (408) 855-5123 (408) 615-2250
Councilmembers	Gillmor (Chair), Davis, Hardy	Alternate: O'Neill
Staff Member:	City Manager, Director of Community Development, Director of Parks and Recreation	

Established on-going communication and review of joint programs with Mission College. The Mission College President and two board members participate on the Committee. No stipend for attendee.

**6. City/School Liaison Committee (Santa Clara Unified School District):**

Date:	Meets first Wednesday every other month beginning February	
Time:	11:45 a.m.	
Location:	Alternates between Santa Clara City Hall and Santa Clara Unified School District (SCUSD) Office	
Contact:	City Manager's Office or SCUSD Superintendent	Phone: (408) 615-2210 (408) 423-2006
Councilmembers:	O'Neill (Chair), Gillmor, Watanabe	Alternate: Davis
Staff Member:	Assistant City Manager, Director of Parks and Recreation, Chief of Police	

Established on-going communication and coordination of joint projects/programs between City officials and SCUSD officials. The School Board representatives and School Superintendent are members of the Committee. No stipend for attendee.

**7. Grand Boulevard Task Force/EI Camino Real:**

Date:	Meets quarterly on the last Wednesday in March, June, September and December	
Time:	10:00 a.m.	
Location:	Alternatively held at the SamTrans Auditorium in San Carlos and the Historic Adobe Building in Mountain View	
Contact:	Dave Pape, SamTrans	Phone: (650) 508-6210
Councilmembers:	Watanabe	Alternate: Chahal
Staff Member:	Director of Community Development	

Member and alternate appointed by Council on February 21, 2006. First meeting was held March 2006. Joint Venture Silicon Valley Network/Peninsula Policy Partnership formed the Task Force for the purpose of looking for ways to raise the status of the EI Camino Real to a world-class boulevard with special attention to the aesthetic, safety and interjurisdictional issues. No stipend for attendee.

**8. Human Trafficking Commission:**

Date: Meetings held every even numbered month (February, April, June, August, October and December) on the second Friday of the month

Time: 1:00 p.m.

Location: Board of Supervisors' Chambers, County Government Center,  
70 West Hedding Street, San Jose

Contact: County of Santa Clara - Deputy Board Clerk  
Phone: (408)299-5083 or 408-299-5001

Councilmember: Watanabe Alternate: Davis

Staff Member: Chief of Police

The Human Trafficking Commission was established on April 29, 2014 to investigate the nature and scope of human trafficking in the County, including both labor and sex trafficking; identify model victim-centered policies, services, and preventative measures to address this issue; make legislative and policy recommendations to the Santa Clara County Board of Supervisors; support the apprehension and prosecution of traffickers; and collaborate with partners regionally, nationally, and internationally to share information and strategies for ending human trafficking. No stipend for attendee.

**9. Northern California Power Agency (NCPA):**

Date: Meets most months, fourth Thursday of every month

Time: Usually 9:30 a.m.

Location: Rotating NCPA Cities (half in Roseville)

Contact: NCPA Phone: (916) 781-4202

Councilmember: O'Neill Alternate: Gillmor

Staff Member: City Manager, Assistant City Manager, Chief Electric Utility Officer, Assistant Director of Electric Utility, Electric Division Manager.

**10. Police Activities League (PAL):**

Date: Meets second Wednesday of every month

Time: 7:00 p.m.

Location: Police Department Community Room, 601 El Camino Real, Santa Clara

Councilmember: Gillmor Alternate: Watanabe

Staff Members: PAL Executive Director, Chief of Police

Founded and incorporated in 1970 as a nonprofit organization to provide a place where the youth of the City may enjoy educational and social benefits and athletic activities under competent supervision. The organization is managed by a board of directors comprised of volunteers.

**11. Peninsula Division of the League of California Cities:**

Date: Meets four times per year. Additionally, the Peninsula Division holds a "Legislative Day" in April of each year in Sacramento (Invitations sent out quarterly.)

Location: Alternating between San Mateo and Santa Clara Counties

Contact: Seth Miller Phone: (415) 595-8629

Councilmember: Davis Alternate: O'Neill

Staff Member: City Manager

Established to encourage greater participation in the Division's activities, thereby creating a strong and unified voice for cities in the Peninsula Division. The responsibilities of the liaison include keeping the Council informed about and engaged in the Division's legislative activities, to provide periodic League updates at Council meetings and to attend Division and League events whenever possible. No stipend for attendee.

**12. Joint Recycled Water Policy Advisory Committee:**

Date: Meets third Thursday in April and as-needed

Location: Alternates annually between San Jose City Hall (even years) and the Santa Clara Valley Water District Headquarters, San Jose (odd years)

Contact: Jeff Provenzano, City of San Jose Phone: (408) 277-3288  
Environmental Services

Councilmember:	Davis	Alternate:	Watanabe
Staff Member:	Director of Water and Sewer Utilities		
Established in 2010 to review and advise the Santa Clara Water District and the City of San Jose (lead agency for the San Jose/Santa Clara Water Pollution Control Plant) on all policy issues related to recycled water including operations and capital improvements.			

**13. Recycling and Waste Reduction Commission of Santa Clara County (RWRC):**

Date:	Meets the fourth Wednesday of every even numbered month except the December meeting (date to be determined due to holidays)		
Time:	5:30 p.m.		
Location:	Board of Supervisors' Chambers, County Government Center, 70 West Hedding Street, 1 <sup>st</sup> Floor, San Jose 95112		
Contact:	Recycling and Waste Reduction Division	Phone:	(408) 282-3180
Councilmember:	Watanabe		
Staff Member:	Deputy Director of Public Works		
Established per requirements of the California Integrated Waste Management Act of 1989 (AB 939) and subsequent amending legislation in order to coordinate and provide input to the countywide solid waste management program. Membership appointed through the City Selection Committee of Santa Clara County Cities' Association. No stipend for attendee.			

**14. San Francisco Bay Area Regional Water System Financing Authority:**

Date:	Meets once a year, in January		
Time:	Immediately prior to the BAWSCA Board Meetings at 6:30pm		
Location:	San Mateo Main Library, Oak Room, 55 West 3 <sup>rd</sup> Avenue, San Mateo, CA 94402		
Contact:	Nicole Sandkulla	Phone:	(650) 349-3000
Councilmember:	Davis		
Staff Member:	Director of Water and Sewer Utilities		
Established February 2003 to allow the City to have a greater voice in planning and funding of improvements in the Hetch-Hetchy regional water supply system. The Regional Financing Authority is a parallel organization with the Bay Area Water Supply and Conservation Agency (BAWSCA). Same stipend for this and BAWSCA meeting attendance.			

**15. San Jose/Santa Clara Clean Water Financing Authority:**

Date:	Meets quarterly (February, if necessary), May, August, and November) on the second Thursday of the month		
Time:	3:30 p.m.		
Location:	San Jose City Hall, 200 East Santa Clara Street, Room T-1352, San Jose		
Contact:	City of San Jose Finance Department	Phone:	(408) 535-7010
Councilmember:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		

**16. San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC):**

Date:	Meets second Thursday every month (third Thursday in May, due to budget; no meeting in July)		
Time:	4:00 p.m. (if there are other meetings, this group would meet last)		
Location:	San Jose City Hall, City Manager's Office, 17 <sup>th</sup> floor, Room 1734, San Jose		
Contact:	Eva Roa, City of San Jose	Phone:	(408) 975-2547
	Environmental Services		
Councilmembers:	Davis, Watanabe	Alternate:	Hardy
Staff Member:	Director of Water and Sewer Utilities		
Reviews and advises the City of San Jose City Council on all issues relating to the operation and capital improvement of the San Jose/Santa Clara Water Pollution Control Plant. \$100 stipend for regular meeting attendance.			

**17. Santa Clara County Emergency Operational Area Council (EOAC):**

Date: Meets quarterly (February, May, August, November) on the fourth Thursday of the month

Time: 1:30 p.m.

Location: Sheriff's Auditorium, 55 Younger Avenue, San Jose

Contact: Ivan Williams and Michelle Sandoval Phone: (408) 808-7800  
Office of Emergency Services

Councilmember: Davis  
(Alternates Chair position with Sunnyvale and Milpitas- Cities Association appointment)

Staff Member: Fire Chief, Emergency Services Coordinator

The Emergency Preparedness Council is the advisory body of the Santa Clara County Operational Area in matters affecting disaster preparedness throughout the Operational Area. No stipend for attendee. This committee member is appointed by Cities Association for a 3-year term.

**18. Santa Clara County Expressway Plan 2040 Policy Advisory Board (PAB):**

Date: Meets as needed

Time: TBA

Contact: Ellen Talbo, County of Santa Clara, Phone: (408) 573-2482  
County Transportation Planner

Councilmember: Watanabe Alternate: Hardy

Staff Member: Director of Public Works (Advisor only, does not attend meetings)

The Santa Clara County Comprehensive Expressway Planning Study policy Advisory Board (PAB) will provide a forum for policy input from elected officials for updating the Expressway Study's Implementation Plan originally adopted in August 2003. No stipend for attendee.

**19. Santa Clara/Santa Cruz Counties Airport/Community Roundtable**

Date: Meets on the fourth Wednesday of every other month beginning in January

Time: TBD

Location: Varies

Contact: Cities Association of Santa Clara County Phone: (408) 766-9534  
Andi Jordan  
Executive Director  
P.O. Box 1079, Los Gatos, CA 95031

Councilmember: Watanabe Alternate: Chahal

Staff Member: City Manager

On July 2018, the Council approved for the City to become a member of the Committee, which is scheduled to convene for the first time within the coming months. Participation in the Roundtable will allow the City of Santa Clara to contribute to policy solutions that mitigate aircraft noise in affected communities, as well as create partnerships with neighboring cities, counties, airports and the Federal Aviation Administration.

**20. Santa Clara Sister Cities Association**

Date: Meets as needed

Time: 7:00 p.m.

Location: Headen Inman House for Board Meetings

Councilmember: Davis Alternate: Watanabe

Staff Member: City Manager's Office

The Santa Clara Sister Cities Association, an independent non-profit organization, assists the City in exchange activities with Coimbra, Portugal, Izumo, Japan and Limerick, Ireland -- Santa Clara's three sister-cities. The Council appoints a representative to serve as liaison to the Association.

**21. Santa Clara University Liaison/Neighborhood-University Relations Committee (NURC):**

Date: Meets three times annually on Monday evenings during the academic year

Time: 7:00 p.m.

Location: SCU Schott Admissions and Enrollment Building, Room 406

Councilmember: Gillmor (Chair) Chahal, Hardy Alternate: O'Neill

Staff Members: City Manager, Director of Community Development, Code Enforcement Technician, Chief of Police

Established in 1990 to review student housing issues (formerly Student Housing Committee). Established a forum for on-going communication and problem solving among City officials, neighborhoods, property owners and Santa Clara University officials and students. Santa Clara University/City Liaison Committee and NURC were combined because of the similar topics that the two committees cover. Three NURC meetings will be held per year (October/November, February and April) for neighborhood issues, and the STAFF TASK FORCE and the CITY-NEIGHBORHOOD FORUM will no longer be held (pursuant to Council action of June 23, 2009). A University-City Subcommittee comprised of NURC City Councilmembers, University officials and City Executive Team Members will meet as needed.

**22. Santa Clara Valley Transportation Authority (SCVTA):**

Contact: Board Secretary, SCVTA

Phone: (408) 321-5680

**A. Board of Directors:**

Date: Meets first Thursday of every month (except July)

Time: 5:30 p.m.

Location: Board of Supervisors Chambers, 70 West Hedding Street, San Jose

*North East Cities Group*

Position includes appointment to one of three sub-committees appointed by the VTA Board of Directors. Small Cities Group representation is a 2-year rotating term with two member cities and one alternate city. The Small Cities Group is comprised of the Cities of Milpitas, Sunnyvale, and Santa Clara.

Councilmember: O'Neill

Staff Member: Director of Public Works

Sets VTA policy; establishes committees to give advice on policy matters and provide in-depth review. \$100 stipend for meeting attendance, per day. The VTA Administrative Code states that appointments to standing committees are approved by the VTA Board of Directors based on the recommendations of the current chairperson. At the first meeting in January, the Board shall approve the members and chairpersons of all standing committees of the Board based on recommendations for these positions provided by the Board Chairperson. The term of each appointment shall be for one year.

**B. Policy Advisory Committee:**

Date: Meets on the second Thursday of every month

Time: 4:00 p.m.

Location: VTA Offices, 3331 North First Street, San Jose  
Building B, Conference Room B-106

Councilmember: Chahal Alternate: Hardy

Ensures that all jurisdictions within the County have access to development of VTA's policies. No stipend for attendee.

**23. Santa Clara Valley Water Commission (SCVW):**

Date: Meets quarterly in January, April, July, and October on the fourth Wednesday of the month

Time: 12:00 p.m.

Location: SCVW District Headquarters, 5700 Almaden Expressway, San Jose

Contact: Glenna Brambill Phone: (408) 630-2408  
Santa Clara Valley Water District

Councilmember: Davis Alternate: Watanabe

Staff Member: Director of Water and Sewer Utilities

Established by the Santa Clara Valley Water District Board of Directors to review and advise on issues relating to water supply and water pricing. No stipend for attendee.

**24. Silicon Valley Animal Control Authority (SVACA):**

Date:	Meets on the fourth Wednesday of every other month beginning in January		
Time:	8:30 a.m.		
Location:	SVACA Headquarters, 3370 Thomas Road, Santa Clara		
Contact:	Heidi Springer	Phone:	(408) 764-0350
Councilmember:	O'Neill	Alternate:	Chahal
Staff Member:	Police Department Patrol Lieutenant		
Established in 2000 to provide animal control field services and shelter services for the participating cities. The Board is comprised of four members representing the participating cities of Santa Clara, Campbell, Monte Sereno and Mountain View. No stipend for attendee.			

**25. Silicon Valley Regional Interoperability Authority (SVRIA) Board of Directors:**

Date:	Meets every other month - must meet annually a minimum of two regular meetings		
Time:	5:00 p.m.		
Location:	Santa Clara Police Department, 601 El Camino Real, Santa Clara		
Contact:	Denise Sellers	Phone:	(408) 615-5571
	Executive Director SVRIA		
Primary:	Sunnyvale is the primary member and Santa Clara is the alternate member until June 30, 2022 (Santa Clara alternates primary member position with Sunnyvale and Milpitas).		
Staff Member:	Chief of Police		

In 2001, several agencies in the area established the Silicon Valley Regional Interoperability Project to design an implementation strategy for an interoperable communications network; purchase a radio and data communications system or network; integrate this system or network with other nearby regional public safety communications systems; participate in regional interoperability; and to jointly apply for grants and funding to facilitate these goals. In 2010, a Joint Powers Agreement was established to implement and operate the SVRIA and other projects. The nine-member Board of Directors of the JPA consists of elected officials from different geographic regions of the County and will serve as the governing body for the agreement. The City of Santa Clara is represented in the “Central County Agencies” that also includes Sunnyvale and Milpitas. No stipend for attendee.

**26. Triton Museum of Art Liaison Committee:**

Date:	Meets generally on the third Thursday of every month		
Time:	4:30 p.m. – 5:30 p.m.		
Location:	Triton Museum Boardroom, 1505 Warburton Avenue, Santa Clara		
Contact:	Triton Museum of Art	Phone:	(408)247-3754
Councilmember:	Davis	Alternate:	Chahal
Staff Member:	City Manager's Office, Management Analyst		
The Triton Museum of Art is an independent non-profit organization. The Council appoints a representative to serve as a liaison to the Triton Museum Board. The participation of a Councilmember at the Triton Museum Board meetings will further the communication and knowledge of the City's support. No stipend for attendee.			



## Agenda Report

20-69

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Disbursement of Proceeds from the 2019 Santa Clara Art & Wine Festival and Related Budget Amendment [Council Pillar: Enhance Community Engagement and Transparency]

#### BACKGROUND

The City of Santa Clara Art & Wine Festival (Festival) completed its 39<sup>th</sup> consecutive year in Central Park and hosted over 50,000 attendees on the third weekend of September 2019. The event featured over 150 artist booths, three live entertainment stages, event sponsor activation booths, a “kid’s kingdom” with festival rides, City department services and information booths, a food alley and a food court with over 25 local non-profit charities selling food and beverages. The Festival generates revenue to cover expenditures from parking, artist jury fees, booth fees, sponsors, ATM fees, Kid’s Kingdom carnival and ride tickets, as well as the Parks & Recreation Commission (Commission) commemorative glass and token booths. In addition, funds are raised to give grants to local community non-profit organizations and programs.

The Park & Recreation Department coordinates special event advanced planning, logistics, set-up, security, day of Festival support and clean-up. The Department and Commission also work extensively with contractors and community volunteers to ensure the success of the Festival. The City contracts with vendors to provide Festival tents, booths, staging, sound systems and live music/entertainment, security, carnival rides, marketing, portable toilets, communication/radios, ATMs, Square, and others. The City contracts with the Santa Clara Rotary Foundation to provide the beer/wine service including ABC permit, beverages, supplies, equipment, materials and volunteers. In addition, funds are raised to give grants to local community non-profit organizations and programs.

Local youth and/or senior serving programs that do not have a fundraising booth (such as food or beverage booths on the Festival’s Food Alley) and who commit to providing volunteers to assist in the Commission’s booths at the Festival are eligible to receive a Festival community grant. For the 2019 Festival, this included the Santa Clara Schools Foundation, the Santa Clara PTSA Grad Night Committee, Wilcox High PTSA Grad Night Committee and the Santa Clara Police Activities League. The Parks and Recreation Commission reviewed applications from these groups and is recommending that grants in the total amount of \$56,000 be approved.

#### DISCUSSION

On January 21, 2020, the Parks & Recreation Commission reviewed revenues and expenditures. The Festival grant account carryover balance as of July 1, 2019 was \$194,345. The Festival grant account maintains a target annual remaining balance of approximately \$150,000 to \$195,000 to provide for future Festival start-up costs, materials, supplies, promotion, etc. which can vary year to year. Revenues from the 2019 Commission glass and token sales was \$149,440 and expenditures were in the amount of \$130,910, resulting in net balance increase of \$18,530 for a remaining Festival

grant account balance of \$212,875. The Commission recommended that the City Council approve grant disbursements in the amount of \$56,000 as noted in the table below.

<b>Organization/Program Support</b>	<b>Amount</b>
Santa Clara Schools Foundation	\$18,000
Santa Clara Police Activities League	\$18,000
Santa Clara High School Grad Night	\$10,000
Wilcox High School Grad Night (aka Senior Send Off)	\$10,000
<b>Total to be disbursed:</b>	<b>\$56,000</b>

If authorization is approved to award \$56,000 in grants, then the remaining balance will be \$156,875 for future Festival expenses and within the average target range. The Parks & Recreation Commission will attend the Council Meeting to recognize the non-profit organizations recommended to receive grants under a Council Special Order of Business.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **FISCAL IMPACT**

The Festival grant account, held in the Public Donations Fund, carryover balance as of July 1, 2019 was \$194,345. The Festival grant account maintains a target annual remaining balance of approximately \$150,000 to \$195,000 for future Festival start-up costs, materials, supplies, promotion, etc. Revenues from 2019 Art & Wine Festival 2019 Commission festival glass and token sales were \$149,440. The Commission expenses were \$130,910: (contractual \$60,519; labor \$56,856, materials/supplies \$13,535). The net balance increased by \$18,530 for a remaining Festival grant account balance of \$212,875. These funds are available to disburse as grants to local non-profit programs and services.

<b>Public Donations Fund - Parks &amp; Recreation Department</b>	
<b>Description</b>	<b>Amount</b>
Starting Balance/Carryover Expenditures (as of July 1, 2019)	\$194,345
Revenue	\$149,440
Expense	(\$130,910)
<b>Subtotal:</b>	<b>\$212,875</b>
<b>Community Grants:</b>	<b>(\$56,000)</b>
<b>Remaining Balance/Carryover for Future Festival:</b>	<b>\$156,875</b>

Staff recommends recognition of the Commission revenues of \$149,440 and approval of its appropriation. Of this amount, \$92,584 is recommended to be held in the Festival grant account of the Public Donations Fund to cover festival expenses and a portion of the community grants and \$56,856 is recommended to be transferred to the Budget Stabilization Reserve in the General Fund



to reimburse the General Fund for Festival labor expenses that were incurred in the General Fund. The carryover balance will also be used to fund \$37,470 of the community grants. As a result, there is no negative impact to the General Fund

<b>Budget Amendment FY 2019/20</b>			
	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>Public Donations Fund</b>			
<u>Revenues</u> Art & Wine Festival	\$0	\$149,440	\$149,440
<u>revenue Expenditures</u>			
Art and Wine Festival	\$194,345	\$92,584	\$286,929*
<u>Transfers Out</u>			
Transfer to the General Fund	\$0	\$56,856	\$56,856
<b>General Fund</b>			
<u>Transfers In</u>			
Transfer from the Public Donations Fund	\$0	\$56,856	\$56,856
<u>Fund Balance</u>			
Budget Stabilization Reserve	\$80,030,340	\$56,856	\$80,087,196

\* From the revised total of \$286,929, \$60,519 will be used for contractual services, \$13,535 will be used for supplies/materials, and \$56,000 will be used for community grants, resulting in a remaining balance of \$156,875.

## **COORDINATION**

This report has been coordinated with the Finance Department and City Attorney's Office.

## **PUBLIC CONTACT**

Public contact was made by posting the Council and Authorities Concurrent Meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, e-mail [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

## **RECOMMENDATION**

1. Approve the related budget amendment in the Public Donation Fund to recognize revenue from the Santa Clara Art & Wine Festival in the amount of \$149,440 and increase the Art, and Wine Festival appropriation by \$92,584 and establish a Transfer to the General Fund in the amount of \$56,856;

- in the General Fund, establish a transfer from the Public Donation Fund in the amount of \$56,856 and increase the Budget Stabilization Reserve by \$56,856; and
2. Authorize City Manager to disburse grants in the amount of \$56,000 to local programs and services as recommended by the Parks & Recreation Commission.

Prepared by: James Teixeira, Director of Parks & Recreation

Approved by: Deanna J. Santana, City Manager



## Agenda Report

20-1478

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Action on Award of Contract for the Homeridge Park Playground Rehabilitation Project (CE 17-18-20) and Related Budget Amendment [Council Pillar: Enhance Community Sports and Recreational Assets]

#### **BACKGROUND**

One of the City Council's goals is to enhance community sports and recreational assets to meet the needs of residential growth and build a vibrant and healthy community for current and future residents. In addition, it is vital to rehabilitate existing park infrastructure to meet current codes and the increased community demand for recreation facilities, programs, and activities.

In September 2017, the City entered into an agreement with David L. Gates & Associates, Inc. to conduct community outreach, develop contract plans and specifications, and provide bidding and construction services for the Homeridge Park Playground Rehabilitation Project ("Project"). The Project consists of rehabilitation and expansion of playground equipment and surfacing, walkways, landscaping, irrigation, and storm drainage. On June 12, 2018, Council approved the Project's schematic design and scope. On November 13, 2018, Council approved Resolution No. 18-1152, authorizing the City Manager to apply for and administer a GameTime playground matching grant for the Homeridge Park Playground; the eligible costs for playground structures for the grant are in the amount of \$41,490. At that time, Council was informed that additional Project funding would be required at the time of the construction contract award.

#### **DISCUSSION**

On December 18, 2019, bids were opened for construction of the Project. Four bids were received ranging from \$703,000 to \$935,560. The Bid Summary is included as Attachment 1. The bids included a base bid for the project improvements and one Add Alternate for an enhanced entrance area. The scope of work for Add Alternate 1, Arrival Plaza, includes installation of permeable pavers, irrigation, storm drainage, and City-furnished landscaping. The Arrival Plaza scope of work was included as an Add Alternate so that if costs came in too high, it could be deleted from the project. Based on the bid results, staff recommends awarding both the base bid and Add Alternate using unallocated Quimby Act fees.

The lowest total bid, submitted by Star Construction, Inc., in the amount of \$703,000 includes \$625,000 for the Base Bid plus \$78,000 for Add Alternate 1. The total bid is 14.78 percent above the Engineer's Estimate (EE) of \$612,501. The variance between Star Construction's bid and the EE can be attributed to the current economic climate with abundant work in the public and private sectors. While the lowest bid is higher than the EE, staff recommends awarding the contract to Star Construction. The bid results indicate that the low bid is an accurate reflection of the cost of work and it is unlikely that re-bidding the project in the current economic climate will produce a lower bid

result.

Star Construction's bid was reviewed for compliance with the terms and conditions of the Bid Documents and found to be the lowest responsible and responsive bid.

The Project is scheduled for completion by late 2020. The Project is considered a public work, which requires that prevailing wages be paid for work performed under the awarded Contract, as set forth in the Bid Specifications.

Staff is also recommending that the Project be identified as a specific Capital Improvement Program Project (CIP) to track the Homeridge Park playground rehabilitation expenses and grant funding separately from other playgrounds that are currently being rehabilitated and are budgeted in the broader Playground Construction project, which is currently supporting playground improvements at Homeridge, Agnew and Fuller Street Parks. Creating a separate project will make project finance tracking clearer for the remaining project costs; therefore, the Council item for action also requests authorization to establish a new CIP for the Project (Homeridge Park Playground Rehabilitation Project).

### **ENVIRONMENTAL REVIEW**

This project being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15301, "Existing Facilities," as the activity consists of the repair, maintenance or minor alteration of existing facilities involving no or negligible expansion of the use beyond that presently existing.

### **FISCAL IMPACT**

The cost of the construction contract is \$703,000 (Base Bid and Add Alternate 1) plus a 15 percent construction contingency of \$105,450, for any potential change orders. The total not-to-exceed construction contract amount is \$808,450. Staff recognizes the potential unknowns and challenges of working with the existing park facilities and hence recommends a 15 percent construction contingency for this Project. The Parks & Recreation Department will purchase the playground structures, landscaping materials, and site furnishings in the amount of \$250,825 for the contractor to install; other Project costs including design, engineering services during construction, printing, permits and miscellaneous additional items are \$206,925, for a total Project cost of \$1,266,200. Of the total project cost, \$155,110 was previously expended or encumbered in the Playground Construction project, and those costs will remain in that project. The recommended budget action will appropriate funds for the remaining project costs in the amount of \$1,111,090.

The Playground Construction project is currently supporting playground improvements at Homeridge, Agnew and Fuller Street Parks and has a balance of \$439,702, which will remain in this project. Staff recommends establishing a new CIP Project titled "Homeridge Park Playground Rehabilitation Project" in the amount of \$1,111,090 within Parks and Recreation Capital fund, funded by Unallocated Quimby Act Fees (\$1,069,600) and a grant from GameTime (\$41,490).

The grant from GameTime will provide a donation in the form of a product discount in the amount of \$41,490 and will match \$41,490 of City funds for the purchase of Playground Equipment. The value of the donation will be recorded in the Project as included in the table below and included in the total Project cost. The grant comes from a non-profit organization and not a government agency, therefore

the receipt is classified as a “donation.”

**Budget Amendment  
FY 2019/20**

	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>Parks &amp; Recreation Capital Fund</b>			
<u>Expenditures</u>			
Homeridge Park Playground Rehabilitation Project (New)	\$0	\$1,111,090	\$1,111,090
<u>Revenues</u>			
Donations	\$90,000	\$41,490	\$131,490
<u>Fund Balance</u>			
Unallocated Quimby Act Fees	\$3,933,437	(\$1,069,600)	\$2,863,837

**COORDINATION**

This report has been coordinated with the City Attorney's Office, Finance Department and Parks & Recreation Department.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

1. Approve the establishment of a new Capital Improvement Program Project within the Parks and Recreation Capital Fund for the Homeridge Park Playground Rehabilitation Project and approve the related budget amendment in the Parks and Recreation Capital Fund to use \$1,069,600 from the Unallocated Quimby Act Fees Fund Balance and a donation of \$41,490 from GameTime to establish the Project budget in the amount of \$1,111,090;
2. Award the Public Works Contract for the Homeridge Park Playground Rehabilitation Project (CE 17 -18-20) to the lowest responsive and responsible bidder, Star Construction, Inc., in the amount of \$703,000 and authorize the City Manager to execute any and all documents associated with, and necessary for the award, completion, and acceptance of this Project; and
3. Authorize the City Manager to execute change orders up to approximately 15 percent of the original contract price, or \$105,450, for a total not to exceed amount of \$808,450.

Reviewed by: Craig Mobeck, Director of Public Works

Reviewed by: James Teixeira, Director of Parks & Recreation

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Bid Summary

Contractor's Name and Position		Total Bid	%
1	Star Construction, Inc., San Bruno, CA	\$703,000.00	14.78
2	Suarez&Munoz Const., Inc., Hayward,	\$782,000.00	27.67
3	Guerra Const. Group, Santa Clara, CA	\$794,705.00	29.75
4	Silicon Valley Paving, Inc., San Jose, CA	\$935,560.00	52.74

**CITY OF SANTA CLARA PUBLIC WORKS DEPARTMENT BID SUMMARY**  
**HOMERIDGE PARK PLAYGROUND REHABILITATION**

PAGE 1 OF 1

INV. NO.: 17-18-20

Bid Opening Date: 12/18/19

**ENGINEER'S ESTIMATE :** \$612,501.00 **By:** Gate + Associates

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	ENGINEER'S ESTIMATE		POSITION NO. 1		POSITION NO. 2		POSITION NO. 3		POSITION NO. 4	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
	<u>Base Bid:</u>												
1	Remove & Construct Homeridge Park Playground	Lump Sum	LS	Lump Sum	\$555,035.00	Lump Sum	\$625,000.00	Lump Sum	\$711,000.00	Lump Sum	\$730,609.00	Lump Sum	\$830,710.00
	<u>Add Alt 1:</u>												
A1	Arrival Plaza	Lump Sum	LS	Lump Sum	\$57,466.00	Lump Sum	\$78,000.00	Lump Sum	\$71,000.00	Lump Sum	\$64,096.00	Lump Sum	\$104,850.00
<b>TOTAL BID=</b>					<b>612,501.00</b>		<b>703,000.00</b>		<b>782,000.00</b>		<b>794,705.00</b>		<b>935,560.00</b>



## Agenda Report

20-100

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on an Agreement with Tucker Construction, Inc. for Encampment Cleanups and Related Budget Amendment [Council Pillar: Deliver and Enhance Quality Efficient Services and Infrastructure]

#### BACKGROUND

According to the California Department of Housing and Community Development, the State of California is home to 22 percent of the nation's homeless population. The current housing challenges in California extend statewide, and as a result of these challenges, the City of Santa Clara has seen an increase in both the number and size of homeless encampments in various parts of the City over the last few years.

Debris from encampments contributes to stormwater pollution and other concerns. The City must follow stringent procedures to protect both the rights of individuals impacted by the encampment cleanups and the safety of the personnel performing the cleanup services. Notifications prior to and after cleanup, storage and distribution of personal property, and employee safety training to deal with potential jobsite hazards increase the complexity of encampment cleanups.

The complexity and safety requirements for encampment cleanups exceed the services that City staff can provide at this time. It is necessary to contract with an experienced vendor to give the City the ability to clean up encampments swiftly before they grow further in size and become hazardous.

#### DISCUSSION

Under the subject agreement, Tucker will provide turnkey encampment site cleanups as directed by the City. The Police Department (PD) will provide outreach to individuals advising them of the City's intent to conduct cleanup activities, encourage individuals to remove their private property and provide free bags to do so, and document pertinent information regarding the location. PD will provide additional information to those dwelling in the encampments, which will include resource and shelter options. PD may also coordinate with outreach specialists (local non-profits and government entities) for site visits and further correspondence regarding available options. The PD will coordinate with the Department of Public Works (DPW) to determine a date and time for the anticipated cleanup activity and ensure that the site is clear of people prior to cleanup.

DPW will serve as the point of contact to approve and issue cleanup work orders. Tucker will post notices at least 72 hours in advance of any scheduled cleanup. PD will conduct a site check prior to the scheduled cleanup to ensure the safety of the jobsite. Tucker will be responsible for clearing and disposing of debris, sorting and tagging personal property that may be claimed up to 90 days following the cleanup, and returning personal property to individuals. PD will be overseeing the procedures Tucker will be utilizing for sorting, tagging, and returning claimed personal property. Tucker is also responsible for performing hazard assessments and providing all training and supplies



necessary to comply with Occupational Safety and Health Administration (OSHA) standards.

An encampment has developed along Laurelwood Road, near Lafayette Street, that requires cleanup work above and beyond the services City staff can provide at this time. The cleanup of the Laurelwood encampment site requires an experienced contractor and the subject agreement with Tucker will enable the City to clear the site.

Recommendation of award to Tucker Construction is based on a City of San Jose Request for Proposals (RFP) process for encampment cleanups in which Tucker Construction, Inc. (Tucker) was selected to provide services. This process is consistent with the General Services contracting procedures set forth in Section 2.105.290 (b)(3) of the Santa Clara City Code (SCCC) which allows the City to purchase directly from vendors on terms pursuant to the City's formal bidding procedures, provided the vendor agrees to extend such participation to the City. Additionally, Tucker's proposed pricing was benchmarked against similar agreements held by City of Half Moon Bay and Santa Clara Valley Transportation Authority.

DPW does not have funding in the current FY 2019/20 operating budget to clean the Laurelwood encampment so a budget amendment is necessary to fund the work that will be performed by Tucker. The subject agreement will enable DPW and PD to swiftly respond to future potential encampment cleanups over the next four years. Additional budget amendments will be necessary to fund future encampment cleanups as they develop. A section covering Prevailing Wages is included in the agreement.

### **ENVIRONMENTAL REVIEW**

Awarding the subject Agreement with Tucker does not itself constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or as a reasonably foreseeable indirect physical change in the environment. Any projects executed pursuant to the Agreement may be categorically exempted under CEQA Guidelines sections 15301 (Existing Facilities), 15304 (Minor Alterations to Land), and 15321 (Enforcement Actions by Regulatory Agencies), depending on the site and work required. The clean-up at the Laurelwood Road site is exempted under Section 15301(h), as "[m]aintenance of existing landscaping [and] native growth."

### **FISCAL IMPACT**

Staff is requesting that the Council approve the four-year agreement with Tucker Construction, Inc. for a total not to exceed amount of \$1,000,000. The City's Fiscal Year 2019/20 Adopted Operating Budget does not include funds for homeless encampment cleanups. A budgetary amendment to use \$110,000 of the General Fund Budget Stabilization Reserve is recommended to cover the costs of the Laurelwood Road encampment cleanup.

The recommended budget action addresses the Laurelwood Road encampment cleanup only. Separate budget actions will be brought forward for any additional homeless encampments clean ups as needed.

### Budget Amendment FY 2019/20

	Current	Increase/ (Decrease)	Revised
<b>General Fund</b>			
<u>Expenditures</u>			
Parkways & Boulevards - Contractual Services	\$315,981	\$110,000	\$425,981
<u>Reserves</u>			
Budget Stabilization Reserve	\$80,030,340	(\$110,000)	\$79,920,340

### **COORDINATION**

This report has been coordinated with the City Attorney's Office, Police Department and Finance Department.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

1. Approve the Agreement with Tucker Construction, Inc.;
2. Approve the related budget amendment in the General Fund to increase the Public Works Department's Parkways & Boulevards program by \$110,000 and decrease the Budget Stabilization Reserve by \$110,000; and
3. Authorize the City Manager to approve time extensions and make minor modifications to the agreement, if necessary.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. Agreement

**AGREEMENT FOR SERVICES  
BETWEEN THE  
CITY OF SANTA CLARA, CALIFORNIA,  
AND  
TUCKER CONSTRUCTION, INC.**

**PREAMBLE**

This Agreement is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Tucker Construction, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

**RECITALS**

- A. City desires to secure the services more fully described in this Agreement, at Exhibit A, entitled "Scope of Services";
- B. Contractor represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of City; and,
- C. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

**AGREEMENT TERMS AND CONDITIONS**

**1. AGREEMENT DOCUMENTS**

The documents forming the entire Agreement between City and Contractor shall consist of these Terms and Conditions and the following Exhibits, which are hereby incorporated into this Agreement by this reference:

Exhibit A – Scope of Services

Appendix A1 – Examples of Tools, Equipment, and Third-Party Services

Appendix A2 – Guidelines for Property Identification

Appendix A3 – Notice of Planned Clean-up and Order to Vacate City Property

Appendix A4 – Notice of Recovered Property

Appendix A5 – Inventory Sample

Exhibit B – Schedule of Fees

Exhibit C – Insurance Requirements

Exhibit D – Labor Compliance Addendum

This Agreement, including the Exhibits set forth above, contains all the agreements, representations and understandings of the Parties, and supersedes and replaces any previous agreements, representations and understandings, whether oral or written. In the event of any inconsistency between the provisions of any of the Exhibits and the Terms and Conditions, the Terms and Conditions shall govern and control.

**2. TERM OF AGREEMENT**

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on November 1, 2019 and terminate on June 30, 2023.

**3. SCOPE OF SERVICES & PERFORMANCE SCHEDULE**

Contractor shall perform those Services specified in Exhibit A within the time stated in Exhibit A. Time is of the essence.

**4. WARRANTY**

Contractor expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect and shall conform to the specifications, requirements and instructions upon which this Agreement is based. Contractor agrees to promptly replace or correct any incomplete, inaccurate or defective Services at no further cost to City when defects are due to the negligence, errors or omissions of Contractor. If Contractor fails to promptly correct or replace materials or services, City may make corrections or replace materials or services and charge Contractor for the cost incurred by City.

**5. QUALIFICATIONS OF CONTRACTOR - STANDARD OF CARE**

Contractor represents and maintains that it has the expertise in the professional calling necessary to perform the Services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Contractor's representations regarding its skills and knowledge. Contractor shall perform such Services and duties in conformance to and consistent with the professional standards of a specialist in the same discipline in the State of California.

## **6. COMPENSATION AND PAYMENT**

In consideration for Contractor's complete performance of Services, City shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Exhibit B, entitled "SCHEDULE OF FEES." The maximum compensation of this Agreement is One Million Dollars (\$1,000,000), subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Contractor's expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

## **7. TERMINATION**

- A. Termination for Convenience. City shall have the right to terminate this Agreement, without cause or penalty, by giving not less than Thirty (30) days' prior written notice to Contractor.
- B. Termination for Default. If Contractor fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, City may terminate this Agreement immediately upon written notice to Contractor.
- C. Upon termination, each Party shall assist the other in arranging an orderly transfer and close-out of services. As soon as possible following the notice of termination, but no later than ten (10) days after the notice of termination, Contractor will deliver to City all City information or material that Contractor has in its possession.

## **8. ASSIGNMENT AND SUBCONTRACTING**

City and Contractor bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of City. Contractor shall not hire subcontractors without express written permission from City.

Contractor shall be as fully responsible to City for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons directly employed by it.

## **9. NO THIRD PARTY BENEFICIARY**

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

## **10. INDEPENDENT CONTRACTOR**

Contractor and all person(s) employed by or contracted with Contractor to furnish labor and/or materials under this Agreement are independent contractors and do not act as agent(s) or employee(s) of City. Contractor has full rights to manage its employees in their performance of Services under this Agreement.

## **11. CONFIDENTIALITY OF MATERIAL**

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for Contractor and all other written information submitted to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor and shall not, without the prior written consent of City, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services. Nothing furnished to Contractor which is otherwise known to Contractor or becomes generally known to the related industry shall be deemed confidential.

## **12. OWNERSHIP OF MATERIAL**

All material, which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports, designs, technology, programming, works of authorship and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of City but Contractor may retain and use copies thereof. City shall not be limited in any way or at any time in its use of said material. However, Contractor shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

## **13. RIGHT OF CITY TO INSPECT RECORDS OF CONTRACTOR**

City, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for four (4) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Contractor for the purpose of verifying any and all charges made by Contractor in connection with Contractor compensation under this Agreement, including termination of Contractor. Contractor agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to City. Any expenses not so recorded shall be disallowed by City. Contractor shall bear the cost of the audit if the audit determines that there has been a substantial billing deviation in excess of five (5) percent adverse to the City.

Contractor shall submit to City any and all reports concerning its performance under this Agreement that may be requested by City in writing. Contractor agrees

to assist City in meeting City's reporting requirements to the State and other agencies with respect to Contractor's Services hereunder.

#### **14. HOLD HARMLESS/INDEMNIFICATION**

- A. To the extent permitted by law, Contractor agrees to protect, defend, hold harmless and indemnify City, its City Council, commissions, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and attorney's fees in providing a defense to any such claim or other action, and whether sounding in law, contract, tort, or equity, in any manner arising from, or alleged to arise in whole or in part from, or in any way connected with the Services performed by Contractor pursuant to this Agreement – including claims of any kind by Contractor's employees or persons contracting with Contractor to perform any portion of the Scope of Services – and shall expressly include passive or active negligence by City connected with the Services. However, the obligation to indemnify shall not apply if such liability is ultimately adjudicated to have arisen through the sole active negligence or sole willful misconduct of City; the obligation to defend is not similarly limited.
- B. Contractor's obligation to protect, defend, indemnify, and hold harmless in full City and City's employees, shall specifically extend to any and all employment-related claims of any type brought by employees, contractors, subcontractors or other agents of Contractor, against City (either alone, or jointly with Contractor), regardless of venue/jurisdiction in which the claim is brought and the manner of relief sought.
- C. To the extent Contractor is obligated to provide health insurance coverage to its employees pursuant to the Affordable Care Act ("Act") and/or any other similar federal or state law, Contractor warrants that it is meeting its obligations under the Act and will fully indemnify and hold harmless City for any penalties, fines, adverse rulings, or tax payments associated with Contractor's responsibilities under the Act.

#### **15. INSURANCE REQUIREMENTS**

During the term of this Agreement, and for any time period set forth in Exhibit C, Contractor shall provide and maintain in full force and effect, at no cost to City, insurance policies as set forth in Exhibit C.

#### **16. WAIVER**

Contractor agrees that waiver by City of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement. Neither City's review, acceptance nor payments for any of the Services required under this Agreement

shall be constructed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

## **17. NOTICES**

All notices to the Parties shall, unless otherwise requested in writing, be sent to City addressed as follows:

City of Santa Clara  
Attention: Public Works Department  
1500 Warburton Avenue  
Santa Clara, CA 95050  
and by e-mail at [gdougherty@santaclaraca.gov](mailto:gdougherty@santaclaraca.gov) and  
[cfazzi@santaclaraca.gov](mailto:cfazzi@santaclaraca.gov)

And to Contractor addressed as follows:

Tucker Construction, Inc.  
Attention: Mark Tucker  
1725-D Little Orchard Street  
San Jose, CA 95125  
and by e-mail at [tucker@tuckercon.com](mailto:tucker@tuckercon.com)

The workday the e-mail was sent shall control the date notice was deemed given. An e-mail transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following business day.

## **18. COMPLIANCE WITH LAWS**

Contractor shall comply with all applicable laws and regulations of the federal, state and local government, including but not limited to "The Code of the City of Santa Clara, California" ("SCCC"). In particular, Contractor's attention is called to the regulations regarding Campaign Contributions (SCCC Chapter 2.130), Lobbying (SCCC Chapter 2.155), Minimum Wage (SCCC Chapter 3.20), Business Tax Certificate (SCCC section 3.40.060), and Food and Beverage Service Worker Retention (SCCC Chapter 9.60), as such Chapters or Sections may be amended from time to time or renumbered. Additionally Contractor has read and agrees to comply with City's Ethical Standards (<http://santaclaraca.gov/home/showdocument?id=58299>).

## **19. CONFLICTS OF INTEREST**

Contractor certifies that to the best of its knowledge, no City officer, employee or authorized representative has any financial interest in the business of Contractor and that no person associated with Contractor has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Contractor is familiar with the provisions of California Government Code section 87100 and



following, and certifies that it does not know of any facts which would violate these code provisions. Contractor will advise City if a conflict arises.

**20. FAIR EMPLOYMENT**

Contractor shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.

**21. NO USE OF CITY NAME OR EMBLEM**

Contractor shall not use City's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of City.

**22. GOVERNING LAW AND VENUE**

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

**23. SEVERABILITY CLAUSE**

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

**24. AMENDMENTS**

This Agreement may only be modified by a written amendment duly authorized and executed by the Parties to this Agreement.

## 25. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives.

**CITY OF SANTA CLARA, CALIFORNIA**  
a chartered California municipal corporation

Approved as to Form:

Dated: \_\_\_\_\_

\_\_\_\_\_  
BRIAN DOYLE  
City Attorney

\_\_\_\_\_  
DEANNA J. SANTANA  
City Manager  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

"CITY"

**TUCKER CONSTRUCTION, INC.**  
a California corporation

Dated: 11/6/2020  
By (Signature): Mark Tucker  
Name: Mark Tucker  
Title: President, Secretary, and Treasurer  
Principal Place of Business Address: 1725-D Little Orchard Street  
San Jose, CA 95125  
Email Address: tucker@tuckercon.com  
Telephone: (408) 287-1424  
Fax: (408) 287-1448  
"CONTRACTOR"

## **EXHIBIT A SCOPE OF SERVICES**

### **1. INTRODUCTION**

As directed by City, Contractor shall provide turnkey homeless encampment site cleanups as described herein, with the goal of keeping parks and public space free of encampments in order to protect the environment and provide safe use of public areas.

### **2. DOCUMENTS**

This Exhibit contains the following Appendices:

- 2.1.** Appendix A1 – Examples of Tools, Equipment, and Third-Party Services
- 2.2.** Appendix A2 – Guidelines for Property Identification
- 2.3.** Appendix A3 – Notice of Planned Cleanup and Order to Vacate City Property
- 2.4.** Appendix A4 – Notice of Recovered Property
- 2.5.** Appendix A5 – Inventory Sample

### **3. CITY RESPONSIBILITIES**

#### **3.1. General**

- 3.1.1.** City shall determine the location requiring clean up.
- 3.1.2.** The Department of Public Works (DPW) and the Santa Clara Police Department (PD) (collectively the "City") will coordinate with Contractor to determine the appropriate date and time for the anticipated cleanup activity.
- 3.1.3.** City shall issue a work order and provide a minimum one week notice to Contractor.
- 3.1.4.** City will provide a representative to serve as a point of contact to approve and issue work orders, to address any Contractor issues or questions that may arise during the course of a cleanup, and supervise Contractor's activities.

#### **3.2. Initial Outreach**

Prior to posting, and if reasonably possible, PD will contact individuals present at the location to:

- 3.2.1.** Advise of community, health, environmental concerns associated with storage and encampments.
- 3.2.2.** Advise of the City's intent to conduct cleanup activities at that location, and explain the process used (provide expected date, if known).
- 3.2.3.** Coordinate with, or provide information related to, agencies or other organizations that may provide supportive services such as medical services, shelter options, or housing assistance.
- 3.2.4.** Encourage individuals present to remove their property and provide free bags for their use.
- 3.2.5.** Document location, date of visit, description of conditions, number of individuals present, information provided, and any other pertinent information.

### **3.3. During Cleanup**

- 3.3.1.** Upon first arrival, PD will conduct a site check to make sure that no individuals remain on site. If individuals are present at the site, PD will verbally inform them of the posted cleanup and give them thirty (30) minutes (or other reasonable period of time) to gather their belongings and vacate the site. PD will provide an officer present at the site until such time as all individuals present at the site have vacated it and, depending upon the expected length of the activity, remain on-call.
- 3.3.2.** If the individuals present are willing to voluntarily provide their names, PD will record such names so that returning stored items later is more efficient.

## **4. CONTRACTOR RESPONSIBILITIES**

### **4.1. Notice of Planned Cleanup**

- 4.1.1.** Contractor shall post notices at various locations denoting the approximate exterior perimeter of the site and place a copy at/on each tent, structure or other evidence of encampment. The notices will be placed in locations and in quantities sufficient to reasonably ensure visibility. Notices must be posted no less than seventy-two (72) hours, and not more than five (5) days, prior to the expected cleanup date. Contractor shall photograph posted notices to document time and location of posting.

## **4.2. 24 Hours Prior Cleanup**

- 4.2.1.** Twenty-four hours prior to cleanup, Contractor shall check weather forecast for date of cleanup, through National Weather Service. If inclement weather is predicted (extreme cold or heat, greater than 50% chance of rain, etc.), then Contractor will cancel the cleanup. As soon as reasonably possible, Contractor will take down notices of the cleanup. PD will work with Contractor to reschedule the cleanup and re-notice.

## **4.3. Cleanup**

- 4.3.1.** Contractor shall cleanup encampment sites as assigned by City. Cleanup duties shall include surveying sites, collecting debris, dismantling temporary structures, removing trash, and disposing of all debris at a permitted solid waste disposal or Class III landfill facility.
- 4.3.2.** Contractor shall coordinate the disposal of materials excluded from solid waste disposal facilities found at abatement sites such as hazardous waste, universal waste, medical waste, and other such items at a site permitted to accept such material. Contractor may provide these services directly or through a licensed subcontractor.
- 4.3.3.** Contractor shall follow best practices and work procedures to safely manage any hazardous materials that may be found on the job site, including soiled personal hygiene items, syringes, and other materials which could pose a health threat.
- 4.3.4.** Contractor shall supply all labor, materials, tools, heavy machinery and equipment, vehicles, protective clothing, protective gear, portable bathroom facilities, and other supplies that may be required to remove all debris, litter, and waste as listed in Appendix A1. Such equipment, tools, and protective gear shall be sufficient for all conditions including jobsites that may be located in heavy foliage, poison oak, steep embankments, next to train tracks, by creeks and rivers, and other areas requiring alertness to the environment and pre-planning to prevent injury or illness.
- 4.3.5.** Contractor shall coordinate with the City on a project-by-project basis to determine the scope for each encampment cleanup. The scope will establish the project start date, period of work, size/scope of the job, work location, the name and title of the onsite Contractor representative, and the estimated not-to-exceed cost of the cleanup as provided in Exhibit B. Additional specific instructions will be given by the City at the work location.

- 4.3.6. Contractor shall be responsible to provide an on-site supervisor/manager for abatement crews and ensure all necessary safety procedures are followed. This individual will also serve as the City contact for all projects. City will not pay for more than one (1) supervisor unless agreed upon in writing.
- 4.3.7. Contractor shall photograph the encampment site and surrounding area identified by City staff before and after the cleanup to document the condition of the site and the date of the cleanup. Photographs of cleanup will be provided to PD electronically after completion of the cleanup.
- 4.3.8. Contractor shall immediately contact PD in the event that weapons are found at the encampment.
- 4.3.9. Contractor shall trim shrubs and vegetation as required in a work order issued by the City, provided that such abatement is consistent with any permits required to perform cleanups along watercourses, including but not limited to, any permits required by the California Regional Water Quality Control Board, the U.S. Army Corps of Engineers, or the California Department of Fish and Wildlife.
- 4.3.10. Contractor shall be familiar with the areas and verify with the City designated representative that the abatement site is within the City's jurisdiction. Encampments may be located on properties shared by the City or other agencies. Contractor is expected to be familiar with the area and verify the jobsite is within the City's jurisdiction. In the event that access to the jobsite is restricted, Contractor shall coordinate entry with the City.
- 4.3.11. Contractor shall notify the City when the work is complete and provide a cleanup report to City representative.
- 4.3.12. In the event that an adjacent homeless encampment is discovered in the general area during the course of a project, Contractor shall immediately notify the City's designated representative. Contractor shall not perform any abatement on the adjacent site unless and until all procedural guidelines have been complied with for the adjacent site and the City has authorized the additional work.
- 4.3.13. Contractor shall provide a representative, if requested by City, to attend regional encampment cleanup coordination meetings that involve multiple agencies, jurisdictions, and/or special interest organizations.
- 4.3.14. City reserves the right to cancel any given project if the City deems, in its sole discretion, that unsafe conditions (such as inclement weather) exist at the site on the day of a planned event. The City will

attempt to provide Contractor with at least 24-hour notice of any project cancellation.

- 4.3.15.** Contractor shall perform work in a timely and efficient manner, and conduct themselves in a courteous and business-like fashion at all times.
- 4.3.16.** Contractor shall obtain, maintain, and comply with all permits required to perform cleanups along watercourses, including but not limited to, any permits required by the California Regional Water Quality Control Board, the U.S. Army Corps of Engineers, or the California Department of Fish and Wildlife.
- 4.3.17.** Contractor shall track data related to each encampment cleanup and provide detailed monthly reports to the City.
- 4.3.18.** The work shall be completed between Monday-Friday, and during normal business hours.

#### **4.4. Sorting and Tagging Personal Property**

- 4.4.1.** Contractor shall provide industrial grade bags and tags and, with City supervision, sort items that may include litter, debris and waste at the site and identify and tag certain items as "personal property". Refer to Appendix A2 for Guidelines for Property Identification.
- 4.4.2.** In the sorting process, Contractor will: (a) open any bag, purse, backpack, or suitcase to verify the contents, but will not sort each item inside, (b) cut open or disassemble any structure or tent in order to verify the contents, but will not sort each item inside and (c) consider trash any structure or tent that required cutting or disassembling in order to inspect the inside without entry.
- 4.4.3.** Once a site is sorted the Contractor will photograph the personal property to document what is being placed in storage (the "photo inventory"). A sign or board indicating the date, location of the containers will be placed in the photograph with the property. Contractor will then place all personal property in clear plastic tubs or bags marked with the date and location of abatement. Contractor will load the personal property into a truck to be transported for storage at Contractor's facility. Appendix A5 shows a sample inventory list.

#### **4.5. Claims on Property During the Cleanup**

- 4.5.1.** If individuals are present and request immediate return of key personal effects (such as ID, medications, etc.), Contractor shall be reasonable. Individuals should not be allowed to interfere with the cleanup, but Contractor may return these types of basic or critical personal items.

- 4.5.2. Contractor will request the name of any individual claiming property. Any returned item will be photographed and noted on the photo inventory list with the name of the individual who collected it.

#### **4.6. Posting Notice After Cleanup**

- 4.6.1. Once the site is safe for individuals to return to it, Contractor shall post and photograph a notice stating the retrieval storage location. See Appendix A4 for the template of the required notice.

#### **4.7. Guidelines for return of property**

- 4.7.1. Upon receipt of a phone call or email regarding an item collected at an abatement, Contractor will review the photo inventory list for the date and location of the abatement for the reported item. If the item can be located, Contractor shall retrieve the item from storage and drop off the item(s) with staff at the Boccardo Regional Reception Center (2011 Little Orchard Street) for collection by the caller.
- 4.7.2. If an individual cannot locate his/her items, and disputes the City's/Contractor's disposal of it, Contractor may direct the individual to file a claim with the City Clerk's Office.
- 4.7.3. It is understood and expected that many stored items will not contain identifying information; therefore, if a claimant reasonably describes an item to be retrieved (and that item has no ownership identifier on it), then the item can be released to the claimant. To a certain extent, the process operates on the "honor system."

#### **4.8. Disposal after Storage Period**

- 4.8.1. Contractor shall store items for ninety (90) days after the cleanup date.
- 4.8.2. If property is unclaimed after 90 days, PD may dispose of it as unclaimed surplus property in accordance with the City Code (SCCC 2.105.350).
- 4.8.3. Contractor shall provide PD copies of all documents (photographs, notices, logs, etc.,) at the conclusion of the 90-day storage period. City's record retention period for all documents related to the cleanup is a minimum of three (3) years.

#### **4.9. Safety and Training**

- 4.9.1. Safety and appropriate training/licensing are critical requirements for the Contractor.



- 4.9.2.** Contractor shall comply with all safety rules, protocols, and licensing requirements mandated by the State of California.
- 4.9.3.** Jobsites can be in heavy foliage, poison oak, steep embankments, next to train tracks, by creeks and lakes, and other areas requiring alertness to the environment and pre-planning to prevent injury or illness. Contractor shall perform a hazard assessment and provide all training and supplies necessary.
- 4.9.4.** Contractor shall be OSHA certified to operate any heavy equipment required to complete the encampment cleanup work, including trash compactors, bulldozers, graders, or other ground moving equipment.
- 4.9.5.** Contractor shall conform to all applicable occupational safety and health standards, rules, regulations, and orders established by the State of California. Contractor shall provide all safety equipment, materials, and training to its employees as required. Contractor shall provide its employees with appropriate safety apparel. This apparel shall include hardhats, safety glasses, vests, gloves, and leather (or adequately puncture resistant) boots.
- 4.9.6.** Contractor shall be trained annually in OSHA's Bloodborne Pathogen Standard 1910.1030. This training must be supplemented with precautions regarding West Nile Virus, hanta virus, Hepatitis A, and histoplasmosis. Employees must have work procedures to be able to safely manage urine, feces, soiled personal hygiene items, syringes, and other materials which could pose a health threat. Wearing Personal Protective Equipment (PPE) and following other protocols established for this situation must be followed. Contractor will coordinate disposal of these wastes and syringes with the City.
- 4.9.7.** Contractor shall provide copies of any training records and licenses required by the City.

## **APPENDIX A1 TO EXHIBIT A**

### **EXAMPLES OF TOOLS, EQUIPMENT, AND THIRD-PARTY SERVICES**

**Examples of tools and equipment provided by Contractor (and included in Contractor's hourly labor rate):**

#### **Clothing supplied by workers**

- Boots – high top leather uppers
- Long sleeve shirts
- Longs pants

#### **Maintenance items**

- Identifying shirts or vests
- First aid kit
- Drinking water
- Toilet provisions

#### **Personal Protection Items**

- Gloves
- Hardhats
- Dust masks
- Goggles
- Sunscreen
- Insect Repellant
- Bite treatment cream
- Poison oak exposure cream

#### **Hand tools**

- Rakes
- Shovels
- Pitch forks
- Tarps
- Garbage cans

- Plastic bags
- Hammers
- Pry-bars
- Knives
- Weed trimmer
- Weed mower
- Chainsaw
- Brooms

#### **Bio Supplies**

- PPE clothing
- Eye protection
- Face protection
- Red bags
- Hazard notices
- Red second containment for transport
- Cleaning materials including bleach
- Shovels

#### **Heavy equipment, if needed**

- Small skid steer tractor
- Backhoe loader
- Dump trucks
- Other vehicles

**Examples of additional equipment, materials, and third-party services at Contractor's actual cost plus 20%:**

Boom rental

Dumpsters

Portable toilet

Disposal

## APPENDIX A2 TO EXHIBIT A

### GUIDELINES FOR PROPERTY IDENTIFICATION

**Unless an item is trash or poses an immediate threat to public health or safety, it should be retained for storage as potential personal property.**

Items that are arranged in a manner that suggests ownership (e.g., items that are neatly folded or stacked, stored off the ground, hung, or clearly on display or packed in bag or box) should be retained for storage.

If there is any uncertainty regarding whether an item should be thrown away or stored, it should be stored.

Prescription medication and similar usable medical items (that appear to be safe to handle) are not waste and should be stored or given to the individual.

Examples of personal property of apparent value that should be stored may include clothing, shoes, jackets, tents, sleeping bags, bed rolls, blankets, backpacks/bags, bicycles, tools, watches/jewelry, electronics, toiletries, eyeglasses, purses, personal papers/identification documents, photographs, books and baby strollers.

**Examples of items that are trash or pose a threat to public health or safety and will not be stored:** *The following are examples of conditions that will cause an item (including those examples listed above) to be immediately disposed of:*

- **Dirty or Soiled:** items that smell of bodily waste or other contaminants or other hazardous materials, are stained with urine or other bodily waste, or are infested with fleas, bed bugs, rats or other vectors
- **Perishable:** open food or personal products that will spoil or rot in storage
- **Contaminated:** items used for hygiene or that present a risk of biohazard (i.e. sharps or other medical/pharmaceutical materials, used toothbrushes, hairbrushes, washcloths, bandages, sponges, and underwear)
- **Hazardous or Explosive:** items that could corrode or burn in storage (i.e. car batteries, gasoline tanks, and propane tanks)
- **Broken or Disassembled:** items that are broken, damaged, or stripped of parts and have no apparent utility in their present condition (i.e. electronics stripped for copper, bike parts, flat tires, torn up clothes)
- **Weapons:** weapons, drugs or other contraband will be given to the PD
- **Obvious Trash:** Food/beverage wrappers, tissue/paper napkins, etc.

# ATTENTION!

## NOTICE OF PLANNED CLEAN-UP AND ORDER TO VACATE CITY PROPERTY

### PLEASE TAKE NOTICE:

The City of Santa Clara will be performing a cleanup of **[LOCATION]** on **[DATE]** from **[START TIME]** to **[END TIME]**. The cleanup work is expected to last for **[NUMBER OF HOURS OR DAYS]**.

Pursuant to Santa Clara City Code Section 9.30.020, the City has determined that this cleanup activity is necessary for the protection or preservation of the public peace, health and safety, or to avoid personal injury or property damage. Any individuals residing at, or storing personal property on, this location, are hereby **ORDERED TO VACATE THE SITE** prior to the date listed above.

Any personal property not removed by its owner may be classified as refuse and thrown away. Personal property not classified as refuse shall be stored for ninety (90) days.

Individuals wishing to reclaim personal property collected by the City as part of the clean-up project may do so by contacting **[NAME & TITLE]** at **[PHONE NUMBER]** or **[ADDRESS]** between the hours of 9:00am to 5:00pm. After ninety (90) days, any unclaimed property will be disposed of.

# NOTICE OF RECOVERED PROPERTY

## **PLEASE TAKE NOTICE:**

On [date], the City of Santa Clara conducted a clean-up of [LOCATION]. Items deemed to be refuse were disposed of. Certain items of personal property not deemed refuse were collected and are being stored pending retrieval by the rightful owners.

**Individuals wishing to reclaim personal property collected by the City as part of the clean-up project may do so by contacting**

**[ person and title ]**

**[ address]**

**phone number ]**

**Personal property collected by the City will be stored, without charge, for ninety (90) days following [ date of clean-up ]. After ninety (90) days, any unclaimed property will be disposed of.**

**APPENDIX A5 TO EXHIBIT A**  
**INVENTORY SAMPLE**

**Location:**

**DPW Project Manager:**

**Date Noticed:**

**Date Clean Up Started/Completed:**

**End of 90-Day Storage:**

<b>Bag or Box #</b>	<b>Specific Location</b> (if applicable)	<b>Item Description</b> (and/or cross reference to clean up photo inventory)	<b>Owner Info.</b> (if applicable, include as much detail as possible)	<b>Claimed Date</b> (if applicable)	<b>Claimant Signature</b> (if applicable)	<b>Date of Disposal</b> (if applicable; retain all documentation)

## EXHIBIT B SCHEDULE OF FEES

### 1. MAXIMUM COMPENSATION

The maximum amount payable for all products and services provided under this Agreement shall not exceed **One Million Dollars (\$1,000,000)**. No additional services will be performed unless both Parties execute amendment outlining the services requested and the compensation agreed for such services.

### 2. PRICING

- 2.1. Compensation shall be paid to Contractor on a time and material basis as listed below.

Category	Hourly Rate <sup>1</sup>
<b>Pre-Cleanup Rate:</b>	
Post notices, take pictures for documentation, etc.	\$111
<b>Cleanup Rates:</b>	
Supervisor	\$127
Laborer (non-hazardous)	\$117
Laborer (hazardous)	\$147
Trucker	\$111
Landscape Cleanup	\$85
<b>Post-Cleanup</b>	
Take personal items to storage, coordinate return of personal items, etc.	\$111
<b>Additional equipment/materials/third-party services</b>	<b>%</b>
Markup on Actual Cost	20%

<sup>1</sup>See Section 4 below for hourly rate adjustments.

- 2.2. Prior to the commencement of work, Contractor shall provide City with a not to exceed estimated cost of the clean-up. Contractor shall notify City, with as much advanced notice as possible, if it is determined that the estimate will be exceeded.
- 2.3. The hourly labor rates are fully loaded and include wages, overhead costs, general and administrative costs, and profit. Overhead costs shall include all hand tools, power tools, consumables, and related items that may be required to perform each clean-up. Refer to Appendix A1 for examples of tools and equipment.

- 2.4. In the event that additional tools, equipment, and/or third-party services are required for a clean-up, Contractor shall obtain pre-approval from the City describing the additional requirement and the associated cost. City shall reimburse Contractor for any pre-approved additional charge at Contractor's actual cost, plus a maximum of 20% markup.

### **3. INVOICING PROCEDURE**

- 3.1. At the conclusion of each encampment clean-up, the City shall pay Contractor in arrears within thirty (30) days of a properly completed invoice in a form acceptable to the City.
- 3.2. The invoice shall itemize the number of employees assigned to the clean-up, the actual hours worked for each employee, and the hourly rate as quoted above, and the extend cost which is the hourly labor rate times the total hours worked. Actual hours worked shall only include clean-up work at the encampment, and shall not include time for travel to the job-site, or any incidental time that is not directly related to the clean-up. If any additional tools, equipment, and/or third-party services were required for the clean-up, then supporting documentation must be provided with the invoice to document the cost to the vendor.

### **4. COMPENSATION ADJUSTMENT**

- 4.1. Contractor may request adjustments to the hourly labor rates effective July 1 of each year during the term of the agreement. Contractor shall provide information justifying reasons for any increase, and City shall not unreasonably withhold approval of any increase provided the renewal quote for ongoing services does not exceed 3%, except to reflect an increase to the prevailing wage that is greater. Contractor must provide wages and benefits information to establish the amount paid to their workers to justify an adjustment that is greater than 3%. In no event will an adjustment greater than 3% be allowed for general and administrative expenses, overhead expenses, and profit.



## **EXHIBIT C INSURANCE REQUIREMENTS**

Without limiting the Contractor's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Contractor shall provide and maintain in full force and effect, at its sole cost and expense, the following insurance policies with at least the indicated coverages, provisions and endorsements:

### **A. COMMERCIAL GENERAL LIABILITY INSURANCE**

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:  
  
\$1,000,000 Each Occurrence  
\$2,000,000 General Aggregate  
\$2,000,000 Products/Completed Operations Aggregate  
\$1,000,000 Personal Injury
2. Exact structure and layering of the coverage shall be left to the discretion of Contractor; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Contractor to comply with the insurance requirements of this Agreement:
  - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
  - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
  - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

### **B. BUSINESS AUTOMOBILE LIABILITY INSURANCE**

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned, non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated

wastes and/or hazardous or regulated materials, Contractor and/or its subcontractors involved in such activities shall provide coverage with a limit of two million dollars (\$2,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Contractor included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Contractor's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85 or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Contractor shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the Indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance Indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Contractor's insurance.

3. Cancellation.

- a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
- b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.

4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through D of this Exhibit C, above.

E. ADDITIONAL INSURANCE RELATED PROVISIONS

Contractor and City agree as follows:

1. Contractor agrees to ensure that subcontractors, and any other party involved with the Services who is brought onto or involved in the performance of the Services by Contractor, provide the same minimum insurance coverage required of Contractor, except as with respect to limits. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Contractor agrees that upon request by City, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to City for review.
2. Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Contractor for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.

3. The City reserves the right to withhold payments from the Contractor in the event of material noncompliance with the insurance requirements set forth in this Agreement.

F. EVIDENCE OF COVERAGE

Prior to commencement of any Services under this Agreement, Contractor, and each and every subcontractor (of every tier) shall, at its sole cost and expense, provide and maintain not less than the minimum insurance coverage with the endorsements and deductibles indicated in this Agreement. Such insurance coverage shall be maintained with insurers, and under forms of policies, satisfactory to City and as described in this Agreement. Contractor shall file with the City all certificates and endorsements for the required insurance policies for City's approval as to adequacy of the insurance protection.

G. EVIDENCE OF COMPLIANCE

Contractor or its insurance broker shall provide the required proof of insurance compliance, consisting of Insurance Services Office (ISO) endorsement forms or their equivalent and the ACORD form 25-S certificate of insurance (or its equivalent), evidencing all required coverage shall be delivered to City, or its representative as set forth below, at or prior to execution of this Agreement. Upon City's request, Contractor shall submit to City copies of the actual insurance policies or renewals or replacements. Unless otherwise required by the terms of this Agreement, all certificates, endorsements, coverage verifications and other items required to be delivered to City pursuant to this Agreement shall be mailed to:

EBIX Inc.

City of Santa Clara [\*insert City department name here]

P.O. Box 100085 – S2

or

1 Ebix Way

Duluth, GA 30096

John's Creek, GA 30097

Telephone number: 951-766-2280

Fax number: 770-325-0409

Email address: [ctsantaclara@ebix.com](mailto:ctsantaclara@ebix.com)

H. QUALIFYING INSURERS

All of the insurance companies providing insurance for Contractor shall have, and provide written proof of, an A. M. Best rating of at least A minus 6 (A- VI) or shall be an insurance company of equal financial stability that is approved by the City or its insurance compliance representatives.

## **EXHIBIT D LABOR COMPLIANCE ADDENDUM**

This Agreement is subject to the requirements of California Labor Code section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices, and compliance with other applicable requirements.

### **I. Prevailing Wage Requirements**

1. Contractor shall be obligated to pay not less than the General Prevailing Wage Rate, which can be found at [www.dir.ca.gov](http://www.dir.ca.gov) and are on file with the City Clerk's office, which shall be available to any interested party upon request. Contractor is also required to have a copy of the applicable wage determination posted and/or available at each job site.
2. Specifically, contractors are reminded of the need for compliance with Labor Code Section 1774-1775 (the payment of prevailing wages and documentation of such), Section 1776 (the keeping and submission of accurate certified payrolls) and 1777.5 in the employment of apprentices on public works projects. Further, overtime must be paid for work in excess of 8 hours per day or 40 hours per week pursuant to Labor Code Section 1811-1813.
3. Special prevailing wage rates generally apply to work performed on weekends, holidays and for certain shift work. Depending on the location of the project and the amount of travel incurred by workers on the project, certain travel and subsistence payments may also be required. Contractors and subcontractors are on notice that information about such special rates, holidays, premium pay, shift work and travel and subsistence requirements can be found at [www.dir.ca.gov](http://www.dir.ca.gov).
4. Only bona fide apprentices actively enrolled in a California Division of Apprenticeship Standards approved program may be employed on the project as an apprentice and receive the applicable apprenticeship prevailing wage rates. Apprentices who are not properly supervised and employed in the appropriate ratio shall be paid the full journeyman wages for the classification of work performed.
5. As a condition to receiving progress payments, final payment and payment of retention on any and all projects on which the payment of prevailing wages is required, Contractor agrees to present to City, along with its request for payment, all applicable and necessary certified payrolls (for itself and all applicable subcontractors) for the time period covering such payment request. The term "certified payroll" shall include all required documentation to comply with the mandates set forth in Labor Code Section 1720 et seq, as well as any additional documentation requested by the City or its designee including, but not limited to: certified

payroll, fringe benefit statements and backup documentation such as monthly benefit statements, employee timecards, copies of wage statements and cancelled checks, proof of training contributions (CAC2 if applicable), and apprenticeship forms such as DAS-140 and DAS-142.

6. In addition to submitting the certified payrolls and related documentation to City, Contractor and all subcontractors shall be required to submit certified payroll and related documents electronically to the California Department of Industrial Relations. Failure to submit payrolls to the DIR when mandated by the project parameters shall also result in the withholding of progress, retention and/or final payment.
7. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
8. No contractor or subcontractor may be awarded a contract for public work on a public works project, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. Contractors MUST be a registered "public works contractor" with the DIR AT THE TIME OF BID. Where the prime contract is less than \$15,000 for maintenance work or less than \$25,000 for construction alternation, demolition or repair work, registration is not required.
9. All contractors/subcontractors and related construction services subject to prevailing wage, including but not limited to: trucking, surveying and inspection work must be registered with the Department of Industrial Relations as a "public works contractor". Those who fail to register and maintain their status as a public works contractor shall not be permitted to perform work on the project.
10. Should any contractor or subcontractors not be a registered public works contractor and perform work on the project, Contractor agrees to fully indemnify the City for any fines assessed by the California Department of Industrial Relations against the City for such violation, including all staff costs and attorney's fee relating to such fine.
11. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

#### J. Audit Rights

All records or documents required to be kept pursuant to this Agreement to verify compliance with this Addendum shall be made available for audit at no cost to City, at any time during regular business hours, upon written request by the City Attorney, City Auditor, City Manager, or a designated representative of any of these officers. Copies of such records or documents shall be provided to City for audit at City Hall when it is

practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records or documents shall be made available at Contractor's address indicated for receipt of notices in this Agreement.

**K. Enforcement**

1. City shall withhold any portion of a payment; including the entire payment amount, until certified payroll forms and related documentation are properly submitted, reviewed and found to be in full compliance. In the event that certified payroll forms do not comply with the requirements of Labor Code Section 1720 et seq., City may continue to hold sufficient funds to cover estimated wages and penalties under the Agreement.
2. Based on State funding sources, this project may be subject to special labor compliance requirements of Proposition 84.
3. The City is not obligated to make any payment due to Contractor until Contractor has performed all of its obligations under these provisions. This provision means that City can withhold all or part of a payment to Contractor until all required documentation is submitted. Any payment by the City despite Contractor's failure to fully perform its obligations under these provisions shall not be deemed to be a waiver of any other term or condition contained in this Agreement or a waiver of the right to withhold payment for any subsequent breach of this Addendum.

City or the California Department of Industrial Relations may impose penalties upon contractors and subcontractors for failure to comply with prevailing wage requirements. These penalties are up to \$200 per day per worker for each wage violation identified; \$100 per day per worker for failure to provide the required paperwork and documentation requested within a 10-day window; and \$25 per day per worker for any overtime violation.



## Agenda Report

20-149

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Amended Council Policy 030 Entitled “Adding an Item on the Agenda” [Council Pillar: Enhance Community Engagement and Transparency]

#### BACKGROUND

At the October 24, 2019 Governance and Ethics Committee (Committee) meeting, the Committee reviewed Council Policy 030 (Policy) (Attachment 1) entitled “Adding an Item on the Agenda” and discussed potentially updating the Policy. During the discussion, the Committee asked for clarification on whether the City Council (Council) could refer an item to a future Council meeting by Council consensus or by a majority vote of the Council. The Committee directed the City Attorney report back on the definition of “Council consensus” and what action the Council can take by “Council consensus” versus by a majority vote of the Council. The Committee meeting minutes are included with this report as Attachment 2.

At the November 21, 2019 Committee meeting, staff brought forward the attached report (Attachment 3) on how the Council may take action to place matters on a future agenda. This report was continued to the December 3, 2019 Council meeting.

At the December 3, 2019 Council meeting, the Council directed staff to update the Policy to reflect that, the Council will take action by a majority vote of the Council versus by Council consensus, for an item to be referred to the City Manager for inclusion on an agenda.

#### DISCUSSION

Following Council’s direction at the December 3, 2019 Council meeting, staff has updated the Policy and is bringing forward a resolution to adopt the amended version of the Policy. The redline and clean versions of the Policy are included with this report as Attachments 4 and 5.

The purpose of the amended Policy is to clearly state the Council must take action by a majority vote for an item to be referred to a future Council meeting, as well as to outline the procedure for requests from the Council, referrals from Council Committees, and written petitions. Therefore, staff recommends the Council adopt a resolution (Attachment 6) amending Council Policy 030.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.



**FISCAL IMPACT**

There is no fiscal impact to the City other than administrative staff time.

**COORDINATION**

This report was coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Adopt a Resolution amending Council Policy 030 Adding an Item on the Agenda.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Council Policy 030
2. October 24, 2019 Governance and Ethics Committee Meeting Minutes
3. RTC 19-1321
4. Amended Council Policy 030 Adding an Item on the Agenda (Redline)
5. Amended Council Policy 030 Adding an Item on the Agenda (Clean)
6. Resolution to Amend Council Policy 030 Adding an Item on the Agenda



## **ADDING AN ITEM ON THE AGENDA**

### **PURPOSE**

To establish a clear, effective and easily understood process for members of the City Council and the public to have items within the jurisdiction of the City Council, placed on the City Council agenda for consideration.

### **POLICY**

#### **Members of the City Council:**

1. The Mayor or any individual Council Member may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

#### **Referral from a Council Committee:**

1. Council Committees may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.
2. Council Committees may bring forward a recommendation to the full City Council by way of the Committee Minutes, which are typically prepared within three weeks following the Committee meeting.

#### **Items Referred During a Council Meeting:**

By Council consensus, an item may be referred to the City Manager for inclusion on a City Council agenda. If the request requires further study of the item from staff, a full analysis shall be prepared at the direction of the City Manager with at least thirty (30) calendar days prior to the meeting, unless otherwise directed by the City Council. If the request requires more than thirty (30) calendar days to prepare, status updates will be provided to the Council every sixty (60) days as an informational memo.

## ADDING AN ITEM ON THE AGENDA (cont.)

### Written Petitions and Public Presentations:

1. Any member of the public may submit a written request raising any issue or item within the subject matter jurisdiction of the City Council to be heard under the "Written Petition" section of the City Council's regular agenda within two (2) Council meetings after received. After the initial Written Petition is placed on the agenda, a simple majority vote of the Council may add the item to a future Council meeting for action.
2. Any member of the public may address the City Council under the "Public Presentations" section of the agenda. If the presentation includes a request of the Council, the Mayor or a consensus of the City Council may refer the item to the City Manager to be properly agendized at a future meeting, in compliance with The Brown Act.

### **PROCEDURE FOR WRITTEN PETITIONS**

All requests to address the City Council shall be submitted in writing. Written Petition forms are available for the petitioner's convenience on the City's website and in the City Manager's Office, City Clerk's Office and the Mayor and Council Offices. Alternatively, an email may be submitted to [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov).

Once the Written Petition is received by the City Clerk's Office, it should immediately be forwarded to the City Manager for placement on an agenda within two (2) Council meetings after receipt of the original request from the City Clerk's Office. All written material (request and support material) will be submitted on the agenda in the form substantially provided by the requester without any staff analysis, including fiscal review, legal review and policy review, until the City Council has had the opportunity to provide direction to the City Manager.

At the meeting where the item is first considered, if a simple majority of the City Council supports further study of the item, then a full staff analysis shall be prepared within thirty (30) days, unless otherwise directed by the City Council.



# City of Santa Clara

## Meeting Minutes

### Governance and Ethics Committee

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10/24/2019

3:00 PM

City Hall – Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the Chairperson calls for a Special Meeting of the Governance and Ethics Committee to commence and convene on October 24, 2019, at 3:00 pm for a Special Meeting in the City Hall Council Chambers located in the East Wing of City Hall at 1500 Warburton Avenue, Santa Clara, California, to consider the following matter(s) and to potentially take action with respect to them.

#### **CALL TO ORDER AND ROLL CALL**

**Present** 3 - Chair Teresa O'Neill\*, Member Lisa M. Gillmor, and Member Kathy Watanabe

\*Chair O'Neill arrived to the meeting at 3:33 p.m.

**Absent** 1 - Member Debi Davis

#### **CONSENT CALENDAR**

[19-1226](#) Governance and Ethics Committee Minutes of July 15, 2019

**Recommendation:** Approve the Governance and Ethics Committee minutes of July 15, 2019

**A motion was made by Member Watanabe, seconded by Member Gillmor, and unanimously carried that the Committee approve the Governance and Ethics Committee meeting minutes of July 15, 2019.**

#### **PUBLIC PRESENTATIONS**

**Catalyze SV Executive Director Alex Shoor introduced Catalyze SV's Cultivating Community initiative, which includes 14 recommendations to enhance public engagement practices and policies. Member Gillmor suggested discussing Catalyze SV's Cultivating Community initiative at the January 30-31, 2020 Council Priority Setting Session.**

#### **GENERAL BUSINESS**

1. [19-841](#) Action on Parks & Recreation Commission's Recommendation to Name the Public Park in the 575 Benton Avenue Project (Prometheus)

**Recommendation:** Select one of the two names recommended by the Park & Recreation Commission (Vincent Fiorillo & Family Park, or Larry Wolfe Park) for consideration by the City Council for the name of the public park to be located in the 575 Benton Avenue Project.

**A motion was made by Member Gillmor, seconded by Member Watanabe, and unanimously carried that, the Committee recommend that the City Council name the public park in the 575 Benton Avenue project as "Vincent Fiorillo & Family Park."**

**Aye:** 3 - Chair O'Neill, Member Gillmor, and Member Watanabe

**Absent:** 1 - Member Davis

2. [19-992](#) Discussion and Action on Proposed Framework for the January 30-31, 2020 Council Priority Setting Session

**Recommendation:** That the Governance and Ethics Committee review the proposed framework for the January 2020 Priority Setting Session and provide feedback.

**The City Manager reported on this item and discussed the approach taken for the proposed the January 30-31, 2020 Council Priority Setting Session framework. The Committee gave input to City staff on the proposed framework. A motion was made by Member Gillmor, seconded by Member Watanabe, and unanimously carried that, the Committee refer this item to the next meeting scheduled on November 21, 2019.**

3. [19-994](#) Review the Code of Ethics & Values and Discuss Training

**Recommendation:** That the Governance and Ethics Committee review the Santa Clara Code of Ethics & Values and recommend any necessary updates or actions to the City Council.

**The City Manager introduced the item and reported that the City's Code of Ethics and Values had not been updated since 2001. The Committee requested that this item be referred to the Assistant City Clerk for review and brought back in November in conjunction with the Council Policy on City Boards, Commissions, and Committees.**

4. [19-993](#) Review of Current Council Referral Policy (Council Policy 030)

The Committee discussed potentially updating Council Policy 030 entitled "Adding an Item on the Agenda" and inquired about the process of having an item placed on the agenda, worked on, and acted on. The Committee also asked for clarification on whether the City Council could refer an item to a future City Council meeting by Council consensus or by a majority vote of the City Council. The Committee requested that the City Attorney report back on the definition of "Council consensus" and what action the City Council can take by "Council consensus" versus by a majority vote of the City Council.

5. [19-991](#) Review of Council Governance Session Report and Referrals of September 5, 2019

**Recommendation:** That the Governance and Ethics Committee review this report on the meeting report and list of referrals and forward to the City Council for consideration and action.

**A motion was made by Member Watanabe, seconded by Chair O'Neill, and unanimously carried that, the Committee accept and refer the list of referrals to the January 30-31, 2020 Council Priority Setting Session.**

**Aye:** 3 - Chair O'Neill, Member Gillmor, and Member Watanabe

**Absent:** 1 - Member Davis

#### **COMMITTEE MEMBERS REPORT**

None.

#### **ADJOURNMENT**

The Governance and Ethics Committee meeting is adjourned to November 21, 2019.

**The meeting was adjourned at 4:37 p.m.**



## Agenda Report

19-1321

Agenda Date: 12/3/2019

### REPORT TO COUNCIL

#### SUBJECT

Report from City Attorney on Taking Action by Council Consensus

#### BACKGROUND

At the Governance and Ethics Committee (Committee) meeting held on October 24, 2019, the Committee discussed potentially updating Council Policy 030 entitled "Adding an Item on the Agenda" (Attachment 1). During the discussion, the Committee inquired about the process to have an item placed on the agenda, as well as to have that item worked on and acted on. The Committee also asked for clarification on whether the City Council could refer an item to a future City Council meeting by Council consensus or by a majority vote of the City Council. The Committee requested that the City Attorney report back on the definition of "Council consensus" and what action the City Council can take by "Council consensus" versus by a majority vote of the City Council.

#### DISCUSSION

Council Policy 030 "Adding an Item on the Agenda" addresses the various ways in which an item can be added to a Council meeting agenda by the Mayor or a Council Member. In the scenario where an issue is raised during Public Presentations by a member of the public, the Council Policy states that either the Mayor or a "consensus of the City Council" can refer the issue to the City Manager for inclusion on a future agenda. If an issue is raised by Written Petition to Council, then a "simple majority vote" can place the item on a future agenda for discussion. The Policy does not contain a definition of the term "consensus."

There is no process under the Brown Act that refers to a legislative body taking action by consensus. However, the Brown Act specifically allows a legislative body to take the following actions in response to an item that is not on the agenda:

Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

Government Code Section 54954.2(a)(3)

The City Attorney's Office has been unable to determine the origin of this concept of Council consensus. Neither do Robert's Rules of Order shed any light on the process. It appears that the notion is somewhat unique to Santa Clara. That said, based upon the language of Section 54954.2, the current "Council consensus" process to place an item on a future agenda (not to take action on an item) does not appear to violate the Brown Act. However, as a matter of record-keeping, and in

light of the relatively recent switch to the action minutes format, it would be more clear to place a referral or item on a future agenda via a motion and vote.

In conclusion, Council may take action to place matters on a future agenda even if the matter does not appear on a Council agenda. Discussion of the matter should simply be limited to placing it on a future agenda and should not involve an extensive, substantive discussion of the issue itself. The Council may take the actions described in Government Code Section 54954.2(a)(3) by usual motion. If the Council wishes to continue with taking action "by consensus," it would be advisable to clarify how this process actually works by amending Council Policy 030.

### **ENVIRONMENTAL REVIEW**

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

### **FISCAL IMPACT**

There is no fiscal impact to the City other than administrative staff time.

### **PUBLIC CONTACT**

Public contact was made by posting the City Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

Reviewed by: Sujata Reuter, Assistant City Attorney  
Approved by: Brian Doyle, City Attorney

### **ATTACHMENTS**

1. Council Policy 030 - Adding an Item on the Agenda





## **ADDING AN ITEM ON THE AGENDA**

### **PURPOSE**

To establish a clear, effective and easily understood process for members of the City Council and the public to have items within the jurisdiction of the City Council, placed on the City Council agenda for consideration.

### **POLICY**

#### **Members of the City Council:**

The Mayor or any individual Council~~m~~-Member may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

#### **Referral from a Council Committee:**

Council Committees may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

Council Committees may bring forward a recommendation to the full City Council by way of the Committee Minutes, which are typically prepared within three weeks following the Committee meeting.

#### **Items Referred During a Council Meeting:**

By ~~Council consensus~~Council action, an item may be referred to the City Manager for inclusion on a City Council agenda. If the request requires further study of the item from staff, a full analysis shall be prepared at the direction of the City Manager with at least thirty (30) calendar days prior to the meeting, unless otherwise directed by the City Council. If the request requires more than thirty (30) calendar days to prepare, status updates will be provided to the Council every sixty (60) days as an informational memo.

#### **Written Petitions and Public Presentations:**

1. Any member of the public may submit a written request raising any issue or item within the subject matter jurisdiction of the City Council to be heard under the **"Written Petition"** section of the City



## ADDING AN ITEM ON THE AGENDA

### **PROCEDURE FOR WRITTEN PETITIONS**

Council's regular agenda within two (2) Council meetings after received. After the initial Written Petition is placed on the agenda, a ~~simple~~-majority vote of the Council may add the item to a future Council meeting for action. Any member of the public may address the City Council under the "**Public Presentations**" section of the agenda. If the presentation includes a request of the Council, ~~the Mayor or~~ a consensus majority vote of the City Council may refer the item to the City Manager to be properly agendized at a future meeting, in compliance with The Brown Act.

1. All requests to address the City Council shall be submitted in writing. Written Petition forms are available for the petitioner's convenience on the City's website and in the City Manager's Office, City Clerk's Office and the Mayor and Council Offices. Alternatively, an email may be submitted to [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov).
2. Once the Written Petition is received by the City Clerk's Office, it should immediately be forwarded to the City Manager for placement on an agenda within two (2) Council meetings after receipt of the original request from the City Clerk's Office. All written material (request and support material) will be submitted on the agenda in the form substantially provided by the requester without any staff analysis, including fiscal review, legal review and policy review, until the City Council has had the opportunity to provide direction to the City Manager.
3. At the meeting where the item is first considered, if a ~~simple~~-majority of the City Council supports further study of the item, then a full staff analysis shall be prepared within thirty (30) days, unless otherwise directed by the City Council.



## **ADDING AN ITEM ON THE AGENDA**

### **PURPOSE**

To establish a clear, effective and easily understood process for members of the City Council and the public to have items within the jurisdiction of the City Council, placed on the City Council agenda for consideration.

### **POLICY**

#### **Members of the City Council:**

The Mayor or any individual Councilmember may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

#### **Referral from a Council Committee:**

Council Committees may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

Council Committees may bring forward a recommendation to the full City Council by way of the Committee Minutes, which are typically prepared within three weeks following the Committee meeting.

#### **Items Referred During a Council Meeting:**

By Council action, an item may be referred to the City Manager for inclusion on a City Council agenda. If the request requires further study of the item from staff, a full analysis shall be prepared at the direction of the City Manager with at least thirty (30) calendar days prior to the meeting, unless otherwise directed by the City Council. If the request requires more than thirty (30) calendar days to prepare, status updates will be provided to the Council every sixty (60) days as an informational memo.

#### **Written Petitions and Public Presentations:**

1. Any member of the public may submit a written request raising any issue or item within the subject matter jurisdiction of the City Council to be heard under the **"Written Petition"** section of the City



## **ADDING AN ITEM ON THE AGENDA**

### ***PROCEDURE FOR WRITTEN PETITIONS***

Council's regular agenda within two (2) Council meetings after received. After the initial Written Petition is placed on the agenda, a majority vote of the Council may add the item to a future Council meeting for action. Any member of the public may address the City Council under the **"Public Presentations"** section of the agenda. If the presentation includes a request of the Council, a majority vote of the City Council may refer the item to the City Manager to be properly agendized at a future meeting, in compliance with The Brown Act.

1. All requests to address the City Council shall be submitted in writing. Written Petition forms are available for the petitioner's convenience on the City's website and in the City Manager's Office, City Clerk's Office and the Mayor and Council Offices. Alternatively, an email may be submitted to [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov).
2. Once the Written Petition is received by the City Clerk's Office, it should immediately be forwarded to the City Manager for placement on an agenda within two (2) Council meetings after receipt of the original request from the City Clerk's Office. All written material (request and support material) will be submitted on the agenda in the form substantially provided by the requester without any staff analysis, including fiscal review, legal review and policy review, until the City Council has had the opportunity to provide direction to the City Manager.
3. At the meeting where the item is first considered, if a majority of the City Council supports further study of the item, then a full staff analysis shall be prepared within thirty (30) days, unless otherwise directed by the City Council.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA  
TO AMEND COUNCIL POLICY 030 ENTITLED “ADDING AN ITEM  
ON THE AGENDA”**

**BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**WHEREAS**, amending the policy on adding an item on the agenda to establish a clear, effective and easily understood process for members of the City Council and the public to have items within the jurisdiction of the City Council placed on a meeting agenda;

**WHEREAS**, the amended Adding an Item on the Agenda policy details the procedure for requests from the City Council, referrals from Council Committees, and written petitions; and

**WHEREAS**, the amended Adding an Item on the Agenda policy, attached hereto as Attachment 1, establishes a clear and consistent process on how on how the Council may take action to place matters on a future agenda.

**NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS  
FOLLOWS:**

1. That the current Council Policy 030 entitled “Adding an Item on the Agenda,” hereby rescinded in its entirety.
2. That Council Policy 030 entitled “Adding an Item on the Agenda,” attached hereto as Attachment 1, is hereby approved and adopted, and the City Manager is directed to number (and renumber, as appropriate) the Council Policy Manual such that they are organized in a logical fashion.
3. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2020, BY THE FOLLOWING VOTE:

AYES:

COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST: \_\_\_\_\_  
NORA PIMENTEL, MMC  
ASSISTANT CITY CLERK  
CITY OF SANTA CLARA

Attachments incorporated by reference:

1. Council Policy 030 entitled "Adding an Item on the Agenda"



## Agenda Report

20-147

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Amendment No. 1 to an Agreement for the Performance of Services with Alternative Office Solutions, Inc. to Provide Design, Installation and Reconfiguration of New and Existing Herman Miller Office Cubicles [Council Pillar: Manage Strategically Our Workforce Capacity and Resources]

#### BACKGROUND

In January 2018, staff issued a request for quotation for the design, installation, and reconfiguration of cubicles and to provide new office cubicles and furniture. Only one bid was received, and Alternative Office Solutions, Inc. was selected for a 33-month agreement. In April 2018, the City entered into a multi-year agreement up to a total amount of \$95,439.79 with Alternative Office Solutions, Inc. (AOSI). The agreement includes all appropriate prevailing wage language.

During 2018 and 2019, several reconfigurations of the office cubicles occurred. As of early January 2020, there is \$17,856.79 of funds available for performance of the required services for the remaining term of the contract which expires on December 31, 2020. AOSI has performed well under this agreement.

#### DISCUSSION

The current City Hall Complex lacks sufficient space for existing employees and improved workspace is needed to continue with service delivery levels. SVP has staff located at 1705 Martin Avenue, 881 Martin Avenue, 850 Duane Avenue, and at the City Hall complex at 1500 Warburton Avenue. The leased office space at 881 Martin has the capacity to support 130 or more staff and currently houses less than 100. Accordingly, the staff located at the City Hall Complex will be relocating to 881 Martin Avenue and additional funding will be required to reconfigure the existing space.

Staff requested AOSI to perform an analysis of the feasibility of providing suitable office cubicles at 881 Martin to accommodate SVP's City Hall staff. AOSI provided the cost for design, installation, reconfiguration of existing cubicles and providing new office cubicles and furniture. To complete this significant full office reconfiguration, the not-to-exceed compensation for the contract will increase by \$240,534.47 to a total of \$315,974.26

In anticipation of the Agreement with AOSI ending December 2020, staff will begin the Request for Proposal (RFP) process to ensure no disruption in work for future projects. The work contemplated in Amendment No. 1 is subject to prevailing wage requirements, as required in the Original Agreement.

#### ENVIRONMENTAL REVIEW

This action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably

foreseeable indirect physical change in the environment.

**FISCAL IMPACT**

The total cost of Amendment No. 1 to the Agreement for the Performance of Services with Alternative Office Solutions will increase the not-to-exceed compensation by \$240,534.47 to a total of \$315,974.26. Sufficient funds in the FY 2019/2020 Adopted Budget are available in the Electric Department Administrative Services program.

**COORDINATION**

This report has been coordinated with the Finance Department and City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Authorize the City Manager to execute Amendment No. 1 to an Agreement for the Performance of Services with Alternative Office Solutions, Inc. to increase the not-to-exceed compensation amount by \$220,534.47 to \$315,974.26 to provide design, installation and reconfiguration of new and existing Herman Miller office cubicles.

Reviewed by: Manuel Pineda, Chief Electric Utility Officer

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Amendment No. 1



**AMENDMENT NO. 1  
TO THE AGREEMENT FOR SERVICES  
BETWEEN THE  
CITY OF SANTA CLARA, CALIFORNIA,  
AND  
ALTERNATIVE OFFICE SOLUTIONS, INC.**

**PREAMBLE**

This agreement ("Amendment No. 1") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Alternative Office Solutions, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

**RECITALS**

- A. The Parties previously entered into an agreement entitled "Agreement for the Performance of Services by and Between the City of Santa Clara, California, and Alternative Office Solutions, Inc.," dated April 27, 2018 (Agreement); and
- B. The Parties entered into the Agreement for the purpose of having Contractor provide design, installation, reconfiguration of new and existing Herman Miller office cubicles and office furniture, and the Parties now wish to amend the Agreement to change the fee schedule.

NOW, THEREFORE, the Parties agree as follows:

**AMENDMENT TERMS AND CONDITIONS**

1. Exhibit B of the Agreement, entitled "Fee Schedule" is amended by replacing Exhibit B to read as follows:

The total for the scope of work provided shall not exceed \$265,974.26. Payment for additional services is allowed only if written authorization is given by the City in advance of the work to be performed. Additional services shall not exceed \$50,000.00 without approval from City.

In no event shall the amount billed to City by Contractor for services under this Agreement exceed three hundred fifteen thousand nine hundred

seventy-four dollars and twenty six cents (\$315,974.26), subject to budget appropriations.

Amended Scope of Work:

Cubicle Services	\$167,534.47
Height Adjustable Surface	\$20,000.00
Storage	\$3,000.00

Initial Work Order: \$ 75,439.79

2. Except as set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment No. 1, the provisions of this Amendment No. 1 shall control.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 1 as evidenced by the following signatures of their duly authorized representatives.

**CITY OF SANTA CLARA, CALIFORNIA**  
a chartered California municipal corporation

Approved as to Form:

Dated: \_\_\_\_\_

\_\_\_\_\_  
BRIAN DOYLE  
City Attorney

\_\_\_\_\_  
DEANNA J. SANTANA  
City Manager  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

"CITY"

**ALTERNATIVE OFFICE SOLUTIONS, INC.**  
a California corporation

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Name: FRANK CREWELL

Title: Chief Executive Officer

Principal Place of Business Address: (381 E. 9<sup>th</sup> Street  
Gilroy, CA 95020

Email Address: frank@alt-office.com

Telephone: (408) 767-2660

"CONTRACTOR"



## Agenda Report

20-128

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Action on Amendment No. 3 to the Amended and Restated Agreement with Environmental Risk Services for Consulting Services for the Related Santa Clara Development Project [Council Pillar: Promote and Enhance Economic and Housing Development]

#### **BACKGROUND**

In July 2018, the City entered into an agreement with Environmental Risk Services (ERS) to provide consulting services to assist the City in the evaluation of environmental risk for the Related Santa Clara project. The agreement was amended on February 12, 2019 to update the scope of work and increase the contract amount. The agreement was further amended on July 25, 2019 to increase the contract amount.

ERS is a multidisciplinary environmental science, engineering, and land-use planning company. The company provides expert technical and strategic services to assess, manage, reduce, and/or leverage environmental risks and liabilities associated with hydrogeology, geochemistry, geophysics, remediation engineering, and risk assessment.

#### **DISCUSSION**

ERS has been providing the City with highly specialized technical services related to the City's current and ongoing obligations associated with its ownership of the all-purpose landfill under the Related Santa Clara project site (currently used as Santa Clara Golf & Tennis). ERS has also been assisting the City with strategic review and communication of documents between State of California regulatory agencies and with Related Companies (Related), the developer of the Related Santa Clara project.

The work with the State regulatory agencies is not complete and ERS' technical expertise is anticipated to be necessary to secure approvals. In addition, work is ongoing with Related to document the City's and Related's shared environmental responsibilities and a corresponding risk management program. Approval of Amendment No. 3 would allow the City to continue to access ERS' services for this scope through December 31, 2020.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of a California Environmental Quality Act ("CEQA") pursuant to the CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

#### **FISCAL IMPACT**

There is no fiscal impact associated with the approval of this item other than Staff time.

**COORDINATION**

This report has been coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Approve and authorize the City Manager to execute Amendment No. 3 to the Amended and Restated Agreement with Environmental Risk Services for Consulting Services for the Related Santa Clara Development Project to extend the term through December 31, 2020.

Reviewed by: Ruth Shikada, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Amendment No. 3 to Amended and Restated Agreement with Environmental Risk Services

**AMENDMENT NO. 3  
TO THE AMENDED AND RESTATED AGREEMENT FOR SERVICES  
BETWEEN THE  
CITY OF SANTA CLARA, CALIFORNIA,  
AND  
ENVIRONMENTAL RISK SERVICES, INC.**

**PREAMBLE**

This agreement ("Amendment No. 3") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Environmental Risk Services, Inc., a California corporation, (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

**RECITALS**

- A. The Parties previously entered into an agreement entitled "Amended and Restated Agreement for Services between the City of Santa Clara, California, and Environmental Risk Services, Inc." dated December 12, 2018 (the "Original Agreement"); and
- B. The Original Agreement was previously amended by Amendment No. 1, dated February 12, 2019, Amendment No. 2, dated July 25, 2019, and again by this Amendment No. 3. The Original Agreement and all previous amendments are collectively referred to herein as the "Original Agreement as Amended"; and
- C. The Parties entered into the Original Agreement for the purpose of having Contractor provide environmental risk assessment support activities for the Related Santa Clara project, and the Parties now wish to amend the Original Agreement as Amended to extend the term.

The Parties agree as follows:

**AGREEMENT TERMS AND CONDITIONS**

**1. AMENDMENT TERMS AND CONDITIONS**

- A. That Section 2 of the Original Agreement as Amended, entitled "Term of Agreement" is hereby amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of the Agreement shall begin on July 17, 2018 and terminate on December 31, 2020.

**2. TERMS**

All other terms of the Original Agreement as Amended which are not in conflict with the provisions of this Amendment No. 3 shall remain unchanged in full force and effect. In case of a conflict in the terms of the Original Agreement as Amended and this Amendment No. 3, the provisions of this Amendment No. 3 shall control.

**3. COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 3 as evidenced by the following signatures of their duly authorized representatives.

**CITY OF SANTA CLARA, CALIFORNIA**  
a chartered California municipal corporation

APPROVED AS TO FORM:

Approved as to Form:

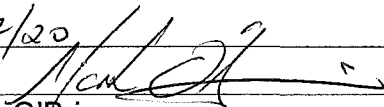
Dated: \_\_\_\_\_

\_\_\_\_\_  
BRIAN DOYLE  
City Attorney

\_\_\_\_\_  
DEANNA J. SANTANA  
City Manager  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

"CITY"

**ENVIRONMENTAL RISK SERVICES, INC.**  
a California corporation

Dated: 1/27/20  
By (Signature):   
Name: Mark O'Brien  
Title: CEO  
Principal Place of  
Business Address: P.O. Box 1209, Alamo, CA 94507  
Email Address: mobrien@erscorp.us  
Telephone: (925) 878-3771

"CONTRACTOR"



## Agenda Report

20-170

Agenda Date: 2/11/2020

### REPORT TO STADIUM AUTHORITY BOARD

#### **SUBJECT**

Action on a Consent to Assignment Agreement with Hagen, Streiff, Newton, & Oshiro Accountants, P.C. and J.S. Held LLC to provide consulting services for the Santa Clara Stadium Authority [Council Pillar: Ensure Compliance with Measure J and Manage Levi's Stadium]

#### **BACKGROUND**

On September 20 2018, the Santa Clara Stadium Authority (Authority) and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. (HSNO) entered into an agreement entitled, "Agreement for Services Between the Santa Clara Stadium Authority and Hagen, Streiff, Newton, & Oshiro Accountants, P.C.", (the "Original Agreement") in which HSNO agreed to provide services as a litigation consultant and perform a review of the financial statements and supporting documents provided by the San Francisco Forty-Niners. HSNO was also asked to provide the Authority with an identification of, and opinion on, the financial statement issues the Authority has. The Original Agreement was amended on April 12, 2019 to extend the contract expiration date to December 31, 2020 due to longer wait time for the supporting documents. The amendment also increased the contract amount by \$100,000 to \$200,000. The Authority approved to increase the contract amount due to the additional services needed to be performed by the consultant in obtaining the supporting documents. The increase was also necessary for HSNO to perform a review of the Construction Fund expense and cost allocation, and to perform other Stadium related business transactions or contracts identified by the Authority.

#### **DISCUSSION**

On November 14, 2019, the Authority received a request from HSNO to formally assign the professional services agreement with HSNO to J.S. Held LLC because the firm was acquired by J.S. Held LLC and will be operating under J.S. Held LLC. HSNO desires to have the Authority consent to the assignment of all rights, obligations and interest in the Original Agreement from HSNO to J.S. Held LLC. J.S. Held LLC will continue to perform all the duties and obligations in the Original Agreement and Amendment as agreed with the Authority. The consulting team and the Senior Vice President assigned to the Authority's projects will remain the same and will continue to work with staff in completing the review of documents and financial statements for the Non-NFL Events.

Staff have been working with the same team on a couple of projects over the years and are pleased with the team's work and deliverables. The team is very knowledgeable with the Stadium's transactions. Given the current ongoing document review of the Non-NFL Events' supporting documents and financial statements, staff recommends that the Authority Board approves the Consent to Assignment Agreement with HSNO and J.S. Held LLC for the consulting services.

#### **ENVIRONMENTAL REVIEW**

This Agreement is for professional services and the action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") Guidelines section

15378 as the action being considered does not commit the Authority to undertake the project and future discretionary approvals are required by the Authority to approve the project for construction.

**FISCAL IMPACT**

There is no fiscal impact other than administrative staff time expense.

**COORDINATION**

This report has been coordinated with the Stadium Authority Counsel and Executive Director.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Approve and authorize the Executive Director to execute a Consent to Assignment Agreement between the Santa Clara Stadium Authority, HSNO, and J.S. Held LLC to perform the consulting services for the Santa Clara Stadium Authority.

Reviewed by: Linh Lam, Auditor

Approved by: Deanna J. Santana, Executive Director

**ATTACHMENTS**

1. Original Signed Agreement and Amendment with HSNO
2. Consent to Assignment Agreement for Professional Services



**AGREEMENT FOR SERVICES  
BETWEEN THE  
SANTA CLARA STADIUM AUTHORITY,  
AND  
HAGEN, STREIFF, NEWTON, & OSHIRO ACCOUNTANTS, P.C.**

**PREAMBLE**

This Agreement is entered into between the Santa Clara Stadium Authority (Authority), a joint exercise of powers entity, created through Government Code sections 6500 *et seq.*, and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. , a California corporation, (Contractor). Authority and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

**RECITALS**

- A. Authority desires to secure the services more fully described in this Agreement, at Exhibit A, entitled "Scope of Services";
- B. Contractor represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of Authority; and,
- C. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

**AGREEMENT TERMS AND CONDITIONS**

**1. AGREEMENT DOCUMENTS**

The documents forming the entire Agreement between Authority and Contractor shall consist of these Terms and Conditions and the following Exhibits, which are hereby incorporated into this Agreement by this reference:

Exhibit A – Scope of Services

Exhibit B – Schedule of Fees

Exhibit C – Insurance Requirements

This Agreement, including the Exhibits set forth above, contains all the agreements, representations and understandings of the Parties, and supersedes and replaces any previous agreements, representations and understandings,

whether oral or written. In the event of any inconsistency between the provisions of any of the Exhibits and the Terms and Conditions, the Terms and Conditions shall govern and control.

**2. TERM OF AGREEMENT**

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on July 1, 2018 and terminate on June 30, 2019.

**3. SCOPE OF SERVICES & PERFORMANCE SCHEDULE**

Contractor shall perform those litigation consultation Services specified in Exhibit A within the time stated in Exhibit A. Time is of the essence.

**4. WARRANTY**

Contractor expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect and shall conform to the specifications, requirements and instructions upon which this Agreement is based. Contractor agrees to promptly replace or correct any incomplete, inaccurate or defective Services at no further cost to Authority when defects are due to the negligence, errors or omissions of Contractor. If Contractor fails to promptly correct or replace materials or services, Authority may make corrections or replace materials or services and charge Contractor for the cost incurred by Authority.

**5. QUALIFICATIONS OF CONTRACTOR - STANDARD OF CARE**

Contractor represents and maintains that it has the expertise in the professional calling necessary to perform the Services, and its duties and obligations, expressed and implied, contained herein, and Authority expressly relies upon Contractor's representations regarding its skills and knowledge. Contractor shall perform such Services and duties in conformance to and consistent with the professional standards of a specialist in the same discipline in the State of California.

**6. COMPENSATION AND PAYMENT**

In consideration for Contractor's complete performance of Services, Authority shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Exhibit B, entitled "SCHEDULE OF FEES." The maximum compensation of this Agreement is one hundred thousand dollars (\$100,000.00), subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Contractor's

expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

## **7. TERMINATION**

- A. Termination for Convenience. Authority shall have the right to terminate this Agreement, without cause or penalty, by giving not less than Thirty (30) days' prior written notice to Contractor.
- B. Termination for Default. If Contractor fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, Authority may terminate this Agreement immediately upon written notice to Contractor.
- C. Upon termination, each Party shall assist the other in arranging an orderly transfer and close-out of services. As soon as possible following the notice of termination, but no later than ten (10) days after the notice of termination, Contractor will deliver to Authority all Authority information or material that Contractor has in its possession.

## **8. ASSIGNMENT AND SUBCONTRACTING**

Authority and Contractor bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of Authority. Contractor shall not hire subcontractors without express written permission from Authority.

Contractor shall be as fully responsible to Authority for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons directly employed by it.

## **9. NO THIRD PARTY BENEFICIARY**

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

## **10. INDEPENDENT CONTRACTOR**

Contractor and all person(s) employed by or contracted with Contractor to furnish labor and/or materials under this Agreement are independent contractors and do not act as agent(s) or employee(s) of Authority. Contractor has full rights to manage its employees in their performance of Services under this Agreement.

## **11. CONFIDENTIALITY OF MATERIAL**

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed

or received by or for Contractor and all other written information submitted to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor in Contractor's role as a retained litigation consultant and shall not, without the prior written consent of Authority, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services, except as required by law. Nothing furnished to Contractor which is otherwise known to Contractor or becomes generally known to the related industry shall be deemed confidential.

## **12. OWNERSHIP OF MATERIAL**

All material, which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports, designs, technology, programming, works of authorship and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of Authority but Contractor may retain and use copies thereof. Authority shall not be limited in any way or at any time in its use of said material. However, Contractor shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

## **13. RIGHT OF AUTHORITY TO INSPECT RECORDS OF CONTRACTOR**

Authority, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for four (4) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Contractor for the purpose of verifying any and all charges made by Contractor in connection with Contractor compensation under this Agreement, including termination of Contractor. Contractor agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to Authority. Any expenses not so recorded shall be disallowed by Authority. Contractor shall bear the cost of the audit if the audit determines that there has been a substantial billing deviation in excess of five (5) percent adverse to the Authority.

Contractor shall submit to Authority any and all reports concerning its performance under this Agreement that may be requested by Authority in writing. Contractor agrees to assist Authority in meeting Authority's reporting requirements to the State and other agencies with respect to Contractor's Services hereunder.

## **14. HOLD HARMLESS/INDEMNIFICATION**

- A. To the extent permitted by law, Contractor and the Authority agree to indemnify, defend and hold the other party and its affiliates and their respective commissions, officers, directors, employees, volunteers and

agents harmless from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and attorney's fees in providing a defense to any such claim or other action, and whether sounding in law, contract, tort, or equity, in any manner arising from, or alleged to arise in whole or in part from, or in any way connected with the Services performed by Contractor pursuant to this Agreement – including claims of any kind by Contractor's or Authority's employees or persons contracting with Contractor or Authority to perform any portion of the Scope of Services – and shall expressly include passive or active negligence by Contractor or Authority connected with the Services. However, the obligation to indemnify shall not apply if such liability is ultimately adjudicated to have arisen through the sole active negligence or sole willful misconduct of the Contractor or the Authority; the obligation to defend is not similarly limited.

- B. Contractor's obligation to protect, defend, indemnify, and hold harmless in full Authority and Authority's employees, shall specifically extend to any and all employment-related claims of any type brought by employees, contractors, subcontractors or other agents of Contractor, against Authority (either alone, or jointly with Contractor), regardless of venue/jurisdiction in which the claim is brought and the manner of relief sought.
- C. To the extent Contractor is obligated to provide health insurance coverage to its employees pursuant to the Affordable Care Act ("Act") and/or any other similar federal or state law, Contractor warrants that it is meeting its obligations under the Act and will fully indemnify and hold harmless Authority for any penalties, fines, adverse rulings, or tax payments associated with Contractor's responsibilities under the Act.

## **15. INSURANCE REQUIREMENTS**

During the term of this Agreement, and for any time period set forth in Exhibit C, Contractor shall provide and maintain in full force and effect, at no cost to Authority, insurance policies as set forth in Exhibit C.

## **16. WAIVER**

Contractor agrees that waiver by Authority of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement. Neither Authority's review, acceptance nor payments for any of the Services required under this Agreement shall be constructed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

## **17. NOTICES**

All notices to the Parties shall, unless otherwise requested in writing, be sent to Authority addressed as follows:

Santa Clara Stadium Authority  
Attention: Treasurer  
1500 Warburton Avenue  
Santa Clara, CA 95050  
and by e-mail at [Finance@santaclaraca.gov](mailto:Finance@santaclaraca.gov), and  
[manager@santaclaraca.gov](mailto:manager@santaclaraca.gov)

And to Contractor addressed as follows:

Hagen, Streiff, Newton, & Oshiro Accountants, P.C.  
1330 Broadway, Suite 430  
Oakland, CA 94612  
and by e-mail at [TGillihan@hsno.com](mailto:TGillihan@hsno.com)

The workday the e-mail was sent shall control the date notice was deemed given. An e-mail transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following business day.

## **18. COMPLIANCE WITH LAWS**

Contractor shall comply with all applicable laws and regulations of the federal, state and local government, including but not limited to "The Code of the Authority of Santa Clara, California" ("SCCC"). In particular, Contractor's attention is called to the regulations regarding Campaign Contributions (SCCC Chapter 2.130), Lobbying (SCCC Chapter 2.155), Minimum Wage (SCCC Chapter 3.20), Business Tax Certificate (SCCC section 3.40.060), and Food and Beverage Service Worker Retention (SCCC Chapter 9.60), as such Chapters or Sections may be amended from time to time or renumbered. Additionally Contractor has read and agrees to comply with Authority's Ethical Standards (<http://santaclaraca.gov/home/showdocument?id=58299>).

**19. CONFLICTS OF INTEREST**

Contractor certifies that to the best of its knowledge, no Authority officer, employee or authorized representative has any financial interest in the business of Contractor and that no person associated with Contractor has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Contractor is familiar with the provisions of California Government Code section 87100 and following, and certifies that it does not know of any facts which would violate these code provisions. Contractor will advise Authority if a conflict arises.

**20. FAIR EMPLOYMENT**

Contractor shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.

**21. NO USE OF AUTHORITY NAME OR EMBLEM**

Contractor shall not use Authority's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of Authority.

**22. GOVERNING LAW AND VENUE**

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

**23. SEVERABILITY CLAUSE**

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

**24. AMENDMENTS**

This Agreement may only be modified by a written amendment duly authorized and executed by the Parties to this Agreement.

## 25. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives.

### **SANTA CLARA STADIUM AUTHORITY**

a Joint Exercise of Powers Entity, created through Government Code sections 6500 *et seq.*

Approved as to Form/

Dated: 9/14/2018

  
BRIAN DOYLE  
Stadium Authority Counsel

  
DEANNA J. SANTANA  
Executive Director  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

"AUTHORITY"

### **HAGEN, STREIFF, NEWTON, & OSHIRO ACCOUNTANTS, P.C. (HSNO)**

a California corporation

Dated: 9/17/2018

By (Signature): 

Name: Timothy A. Gillihan, CPA/ABV

Title: Partner

Principal Place of  
Business Address: 1330 Broadway, Suite 430, Oakland, CA 94612

Email Address: TGillihan@hsno.com

Telephone: (510) 740-0387

Fax: (510) 740-0392

"CONTRACTOR"



## **EXHIBIT A**

### **SCOPE OF SERVICES**

The Services to be performed for the Authority by the Contractor under this Agreement are set forth below.

The scope of this engagement will be to act as a retained litigation consultant and perform a review of the financial statements and supporting documents provided by the San Francisco Forty-Niners and provide the Authority with an identification of, and opinion on, the financial statement issues the Authority has. At the Authority's request, Contractor will provide a written report covering procedures and findings. The Contractor's report, including schedules and attachments thereto, as well as any working paper documentation of any kind created as a result of Contractor's provision of Services, shall not be used or distributed for any other purpose, without prior written consent, except as required by law.

Mr. Timothy Gillihan, CPA/ABV is the project leader for this engagement. Contractor has attached a copy of the CV for Mr. Gillihan to this Agreement. If a court later determines that Mr. Gillihan is not qualified to offer testimony for any reason, that determination will not be deemed a breach of this Agreement. Consequently, the Authority will remain liable for the payment of fees and expenses incurred through the date of such determination. If due to circumstances outside Contractor's control, Mr. Gillihan is not able to testify at deposition or trial, Contractor will consult with Authority regarding the substitution of an HSNO employee for Mr. Gillihan.

Contractor understands that any work performed pursuant to an expert witness engagement, as well as information disclosed to Contractor pursuant to the preceding paragraph, will be subject to the rules of discovery as appropriate for expert witnesses.

All workpapers or other documents used by Contractor during the course of this engagement will be maintained in segregated files. It is not Contractor's practice to retain superseded workpapers, notes, or data files that have been updated as Contractor performs the engagement. At the close of this engagement, Contractor will require Authority instruction for the disposition of documents that have accumulated.

Contractor's services will be provided in accordance with the Statement on Standards for Consulting Services promulgated by the American Institute of Certified Public Accountants and, as such, do not constitute a rendering by HSNO or its employees of any legal advice, nor do they include the compilation, review or audit of financial statements. Because Contractor's Services are limited in nature and scope, Contractor cannot be relied upon to discover all documents and other information or provide all analyses which may be of importance in this matter. The Authority will not hold Contractor responsible for any loss or liability that may result from the non-discovery of any matters that might influence this matter.

HSNO shall be responsible only for the Services described in this Agreement. Furthermore, any changes in scope must be set forth in writing and agreed to by all parties to this Agreement.

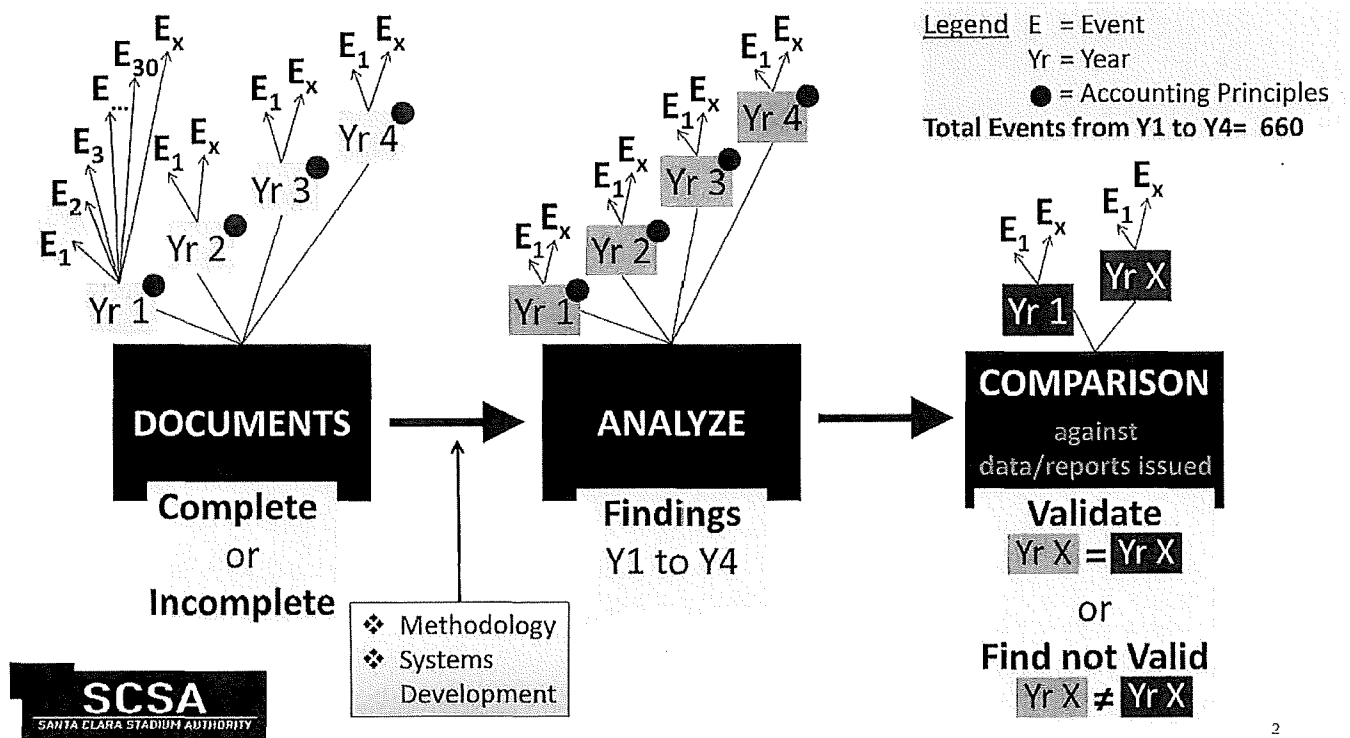
Contractor has undertaken a reasonable review of records to determine professional relationships with the persons or entities Authority identified. Contractor is not aware of any conflicts of interest or relationships that would, in Contractor's sole discretion, preclude Contractor from performing the above work for the Authority. Contractor is not restricted from working on other engagements, including unrelated engagements, involving the parties in this matter; however, all confidential information gained in this matter will be kept confidential.

Contractor understands that all communications between the Authority and HSNO regarding this engagement, as well as any materials related thereto, may be protected by applicable legal privileges and, therefore, will be treated as confidential. Consequently, Contractor agrees, except as required by applicable law, regulation, court or governmental order or process, or demand of accounting oversight body, not to disclose any communications, or any of the information Contractor receives or develops in the course of performing Services, to any third party except those parties the Authority may designate.

If access to any of the materials in Contractor's possession relating to this Agreement is sought by a third party, Contractor will promptly notify the Authority of such action, tender to the Authority Contractor's defense in connection with the response to such a request and cooperate with the Authority concerning the response thereto. In the event that Contractor is subpoenaed as the result of any work performed for the Authority in connection with this engagement, Contractor will bill for the time involved in responding to such subpoena(s).

For reference, an Attachment to Exhibit A – Scope of Services is on Page 3 of this section.

# EXHIBIT A SCOPE OF SERVICES - ATTACHMENT



## **EXHIBIT B**

### **SCHEDULE OF FEES**

Contractor will bill Authority on a monthly basis for Services rendered by Contractor during the preceding month on an invoice and in a format approved by Authority and subject to verification and approval by Authority. Authority will pay Contractor within thirty (30) days of Authority's receipt of an approved invoice.

Mr. Timothy Gillihan, CPA/ABV, project leader, is billed at the Partner rate. Below is the billing rate sheet for him and other staff.

A retainer of \$5,000 is required prior to starting work on this engagement. The retainer will apply for work performed on an ongoing basis. If the retainer is insufficient to cover all work performed, Contractor will submit a request for an additional retainer prior to continuing work on this engagement. The amount of such additional retainer, if any, will be determined based on our sole judgment of the amount of work required to continue the engagement in a timely and cost-effective manner. If there is a balance in Authority's account after applying the retainer against work performed, Contractor will return that to Authority at the completion of the engagement.

Contractor will obtain approval on any changes in the hourly fee schedule before performing any additional work. It has been the practice of HSNO to adjust rates on an annual basis to reflect current market conditions for services. The rates provided with this engagement letter will be held through the end of calendar year 2018. Any increase in hourly rates shall not affect to total not to exceed figure.

Payment of Contractor fees is not contingent on the outcome of this matter. Contractor will require full payment of Authority's account before they express any opinion, issue any report or provide any testimony. Contractor may stop work or terminate this engagement at any time in the event of non-payment. Because of the nature of this type of engagement, Contractor may invest a considerable amount of time before generating a report or other deliverable. Contractor may stop work for a number of reasons, including but not limited to, your request or settlement of this matter. In the event Contractor stops work, Authority agrees to pay the fees and expenses for all Services performed through the date work is stopped, whether or not Contractor has produced any deliverables.

Contractor will also bill Authority on a monthly basis for actual expenses incurred, if any. Contractor will apply the outstanding retainer balance against the current invoiced amounts.

Schedule of Litigation Fees (Per Hour) FYE February 2019

DEPOSITION OR TRIAL TESTIMONY PER HOUR

Senior Partner	\$495
Partner / Senior Manager	\$395
Manager	\$335

CONSULTATION RATES PER HOUR

Senior Partner	\$350 - \$425
Partner	\$290 - \$360
Senior Manager	\$245 - \$295
Manager	\$210 - \$240
Senior Accountant	\$175 - \$205
Accountant	\$140 - \$195
Admin./Clerical	\$90 - \$120

In no event shall the amount billed to Authority by Contractor for services under this Agreement exceed One Hundred Thousand Dollars (\$100,000.00), subject to budget appropriations.

**EXHIBIT C**  
**INSURANCE REQUIREMENTS**  
**FOR PROFESSIONAL SERVICES**

Without limiting the Consultant's indemnification of the Santa Clara Stadium Authority ("Stadium Authority"), and prior to commencing any of the Services required under this Agreement, the Consultant shall provide and maintain in full force and effect during the period of performance of the Agreement and for twenty-four (24) months following acceptance by the Stadium Authority, at its sole cost and expense, the following insurance policies from insurance companies authorized to do business in the State of California. These policies shall be primary insurance as to the Stadium Authority so that any other coverage held by the Stadium Authority shall not contribute to any loss under Consultant's insurance. The minimum coverages, provisions and endorsements are as follows:

**A. COMMERCIAL GENERAL LIABILITY INSURANCE**

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:

\$1,000,000 Each Occurrence  
\$2,000,000 General Aggregate  
\$2,000,000 Products/Completed Operations Aggregate  
\$1,000,000 Personal Injury

2. Exact structure and layering of the coverage shall be left to the discretion of Consultant; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Consultant to comply with the insurance requirements of this Agreement:
  - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
  - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
  - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned (if any), non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated wastes and/or hazardous or regulated materials, Consultant and/or its subcontractors involved in such activities shall provide coverage with a limit of one million dollars (\$1,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Consultant included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the Stadium Authority, its governing board, subordinate boards, officers, employees, volunteers and agents.

D. PROFESSIONAL LIABILITY

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against negligent acts, errors or omissions of the Consultant. Covered services as designated in the policy must specifically include work performed under this agreement. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per occurrence or two million dollars (\$2,000,000) aggregate. Any coverage containing a deductible or self-retention must first be approved in writing by the Stadium Authority General Counsel's Office.

E. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. The Santa Clara Stadium Authority, its governing board, subordinate boards, officers, employees, volunteers and agents ("Indemnified Parties") are hereby added as additional insureds in respect to liability arising out of Consultant's work for the Stadium Authority, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85, or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Consultant shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the Indemnified Parties may possess, including any self-insurance or self-insured retention they may have. Any other insurance that the Indemnified Parties may possess shall be considered excess insurance only and shall not be called upon to contribute with Consultant's insurance.
3. Cancellation.
  - a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to the Stadium Authority at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
  - b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to the Stadium Authority at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.
4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through E of this Exhibit C, above.



F. ADDITIONAL INSURANCE RELATED PROVISIONS

Consultant and the Stadium Authority agree as follows:

1. Consultant agrees to ensure that subcontractors, and any other party involved with the Services, who is brought onto or involved in the performance of the Services by Consultant, provide the same minimum insurance coverage required of Consultant, except as with respect to limits. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Consultant agrees that upon request by the Stadium Authority, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to the Stadium Authority for review.
2. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge the Stadium Authority or Consultant for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to the Stadium Authority. It is not the intent of the Stadium Authority to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against the Stadium Authority for payment of premiums or other amounts with respect thereto.
3. The Stadium Authority reserves the right to withhold payments from the Consultant in the event of material noncompliance with the insurance requirements set forth in this Agreement.

G. EVIDENCE OF COVERAGE

Prior to commencement of any Services under this Agreement, Consultant, and each and every subcontractor (of every tier) shall, at its sole cost and expense, provide and maintain not less than the minimum insurance coverage with the endorsements and deductibles indicated in this Agreement. Such insurance coverage shall be maintained with insurers, and under forms of policies, satisfactory to the Stadium Authority and as described in this Agreement. Consultant shall file with the Stadium Authority all certificates and endorsements for the required insurance policies for the Stadium Authority's approval as to adequacy of the insurance protection.

H. EVIDENCE OF COMPLIANCE

Consultant or its insurance broker shall provide the required proof of insurance compliance, consisting of Insurance Services Office (ISO) endorsement forms or their equivalent and the ACORD form 25-S certificate of insurance (or its equivalent), evidencing all required coverage, and be delivered to the Stadium Authority through its representative as set forth below, at or prior to execution of

this Agreement. Upon the Stadium Authority's request, Consultant shall submit to the Stadium Authority copies of the actual insurance policies or renewals or replacements. Unless otherwise required by the terms of this Agreement, all certificates, endorsements, coverage verifications and other items required to be delivered to the Stadium Authority pursuant to this Agreement shall be mailed to:

Santa Clara Stadium Authority  
c/o Ebix, Inc.

P.O. Box 100085 – S2  
Duluth, GA 30096

or 1 Ebix Way  
John's Creek, GA 30097

Telephone number: 951-766-2280

Fax number: 770-325-0409

Email address: ctsantaclara@ebix.com

#### I. QUALIFYING INSURERS

All of the insurance companies providing insurance for Consultant shall have, and provide written proof of, an A. M. Best rating of at least A minus 6 (A- VI) or shall be an insurance company of equal financial stability that is approved by the Stadium Authority or its insurance compliance representatives.

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**AMENDMENT NO. 1  
TO THE AGREEMENT FOR SERVICES  
BETWEEN THE  
SANTA CLARA STADIUM AUTHORITY  
AND  
HAGEN, STREIFF, NEWTON, & OSHIRO ACCOUNTANTS, P.C.**

**PREAMBLE**

This agreement ("Amendment No. 1") is entered into between the Santa Clara Stadium Authority (Authority), a joint exercise of powers entity, created through Government Code sections 6500 *et seq.*, and Hagen, Streiff, Newton, & Oshiro Accountants, P.C., a California corporation, (Contractor). Authority and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

**RECITALS**

- A. The Parties previously entered into an agreement entitled "Agreement for Services between the Santa Clara Stadium Authority and Hagen, Streiff, Newton, & Oshiro Accountants, P.C., dated September 20, 2018 (the "Original Agreement"); and
- B. The Parties entered into the Original Agreement for the purpose of having Contractor provide litigation consultant and perform a review of the financial statements and supporting documents provided by the San Francisco Forty-Niners and provide the Authority with an identification of, and opinion on, the financial statements issues the Authority has, and the Parties now wish to amend the Original Agreement to extend the term of the Original Agreement to December 31, 2020 and increase the not to exceed amount by \$100,000 to \$200,000.

The Parties agree as follows:

**AGREEMENT TERMS AND CONDITIONS**

**1. AMENDMENT TERMS AND CONDITIONS**

That Section 2 of the Original Agreement, entitled "Term of Agreement" is hereby amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on December 31, 2020.

That Section 6 of the Original Agreement, entitled "Compensation and Payment" is hereby amended to read as follows:

In consideration for Contractor's complete performance of Services, Authority shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Exhibit B, entitled "SCHEDULE OF FEES." The maximum compensation of this Agreement is two hundred thousand dollars (\$200,000.00), subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Contractor's expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

That Exhibit A of the Original Agreement, entitled, "Scope of Services" is hereby amended to read as follows:

The Services to be performed for the Authority by the Contractor under this Agreement are set forth below.

The scope of this engagement will be to act as a retained litigation consultant and perform an analysis of the Non-NFL Event Revenues and Expenses, the Construction Fund expense and cost allocation, other stadium related business transactions or contracts identified by the Authority, and supporting documents provided by the San Francisco Forty-Niners and the Santa Clara Stadium Authority and provide the Authority with an identification of, and opinion on, the financial statement issues the Authority has. At the Authority's request, Contractor will provide a written report covering procedures and findings. The Contractor's report, including schedules and attachments thereto, as well as any working paper documentation of any kind created as a result of Contractor's provision of Services, shall not be used or distributed for any other purpose, without prior written consent, except as required by law.

Mr. Timothy Gillihan, CPA/ABV is the project leader for this engagement. Contractor has attached a copy of the CV for Mr. Gillihan to this Agreement. If a court later determines that Mr. Gillihan is not qualified to offer testimony for any reason, that determination will not be deemed a breach of this Agreement. Consequently, the Authority will remain liable for the payment of fees and expenses incurred through the date of such determination. If due to circumstances outside Contractor's control, Mr. Gillihan is not able to testify at deposition or trial, Contractor will consult with

Authority regarding the substitution of an HSNO employee for Mr. Gillihan.

Contractor understands that any work performed pursuant to an expert witness engagement, as well as information disclosed to Contract pursuant to the preceding paragraph, will be subject to the rules of discovery as appropriate for expert witnesses.

All workpapers or other documents used by Contractor during the course of this engagement will be maintained in segregated files. It is not Contractor's practice to retain superseded workpapers, notes, or data files that have been updated as Contractor performs the engagement. At the close of this engagement, Contractor will require Authority instruction for the disposition of documents that have accumulated.

Contractor's services will be provided in accordance with the Statement on Standards for Consulting Services promulgated by the American Institute of Certified Public Accountants and, as such, do not constitute a rendering by HSNO or its employees of any legal advice, nor do they include the compilation, review or audit of financial statements. Because Contractor's Services are limited in nature and scope, Contractor cannot be relied upon to discover all documents and other information or provide all analyses which may be of importance in this matter. The Authority will not hold Contractor responsible for any loss or liability that may result from the non-discovery of any matters that might influence this matter.

HSNO shall be responsible only for the Services described in this Agreement. Furthermore, any changes in scope must be set forth in writing and agreed to by all parties to this Agreement.

Contractor has undertaken a reasonable review of records to determine professional relationships with the persons or entities Authority identified. Contractor is not aware of any conflicts of interest or relationships that would, in Contractor's sole discretion, preclude Contractor from performing the above work for the Authority. Contractor is not restricted from working on other engagements, including unrelated engagements, involving the parties in this matter; however, all confidential information gained in this matter will be kept confidential.

Contractor understands that all communications between the Authority and HSNO regarding this engagement, as well as any materials related thereto, may be protected by applicable legal privileges and, therefore, will be treated as confidential. Consequently, Contractor agrees, except as required by applicable

law, regulation, court or governmental order or process, or demand of accounting oversight body, not to disclose any communications, or any of the information Contractor receives or develops in the course of performing Services, to any third party except those parties the Authority may designate.

If access to any of the materials in Contractor's possession relating to this Agreement is sought by a third party, Contractor will promptly notify the Authority of such action, tender to the Authority Contractor's defense in connection with the response to such a request and cooperate with the Authority concerning the response thereto. In the event that Contractor is subpoenaed as the result of any work performed for the Authority in connection with this engagement, Contractor will bill for the time involved in responding to such subpoena(s).

That the "Schedule of Litigation Fees" at Exhibit B of the Original Agreement, under the "Schedule of Fees" is hereby amended to read as follows:

Schedule of Litigation Fees (Per Hour) FYE February 2020

DEPOSITION OR TRIAL TESTIMONY PER HOUR

Senior Partner	\$500
Partner / Senior Manager	\$400
Manager	\$350

CONSULTANTION RATES PER HOUR

Senior Partner	\$350 - \$475
Partner	\$300 - \$360
Senior Manager	\$250 - \$295
Manager	\$210 - \$245
Senior Accountant	\$185 - \$205
Accountant	\$140 - \$180
Admin./Clerical	\$90 - \$120

In no event shall the amount billed to Authority by Contractor for services under this Agreement exceed Two Hundred Thousand Dollars (\$200,000), subject to budget appropriations.

**2. TERMS**

All other terms of the Original Agreement which are not in conflict with the provisions of this Amendment No. 1 shall remain unchanged in full force and effect. In case of a conflict in the terms of the Original Agreement and this Amendment No. 1, the provisions of this Amendment No. 1 shall control.

### 3. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

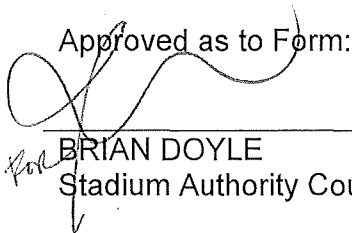
The Parties acknowledge and accept the terms and conditions of this Amendment No. 1 as evidenced by the following signatures of their duly authorized representatives.

#### **SANTA CLARA STADIUM AUTHORITY**

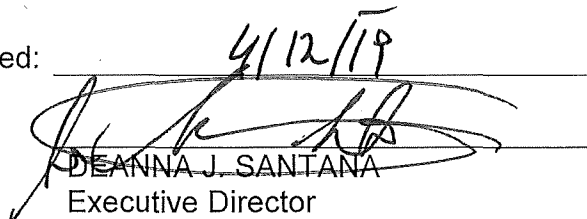
a Joint Exercise of Powers Entity, created through Government Code sections 6500 *et seq.*

APPROVED AS TO FORM:

Approved as to Form:

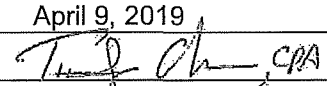
  
BRIAN DOYLE  
Stadium Authority Counsel

Dated:

4/12/19  
  
DEANNA J. SANTANA  
Executive Director  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

"AUTHORITY"

#### **HAGEN, STREIFF, NEWTON, & OSHIRO ACCOUNTANTS, P.C. (HSNO)** a California corporation

Dated: April 9, 2019  
By (Signature):  CPA  
Name: Timothy A. Gillihan, CPA/ABV  
Title: Partner  
Principal Place of  
Business Address: 1330 Broadway, Suite 430, Oakland, CA 94612  
Email Address: TGillihan@hsno.com  
Telephone: (510) 740-0387  
Fax: (510) 740-0392

"CONTRACTOR"

**CONSENT TO ASSIGNMENT AGREEMENT  
BY AND BETWEEN THE  
SANTA CLARA STADIUM AUTHORITY  
AND  
J.S. HELD LLC**

**(Formerly known as HAGEN, STREIFF, NEWTON, & OSHIRO ACCOUNTANTS, P.C.)**

**PREAMBLE**

This consent to assignment agreement (“Consent Agreement”) is by and between the Santa Clara Stadium Authority (Authority), a joint exercise of powers entity, with its principal place of business located at 1500 Warburton Avenue, Santa Clara, California 95050 (“Authority”), Hagen, Streiff, Newton, & Oshiro Accountants, P.C., a California Corporation, with its principal place of business located at 1330 Broadway, Suite 430, Oakland, California 94612 (“Contractor” or “Assignor”) and J.S. Held LLC, a Delaware Limited Liability Company, with its principal place of business located at 50 Jericho Quadrangle, Suite 117, Jericho, NY 11753 (“Assignee”), the intended successor in interest to Agreement for Services Between the Santa Clara Stadium Authority and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. Authority, Assignor and Assignee may be individually referred to in this Consent Agreement as a “Party” or collectively as the “Parties” or the “Parties to this Consent Agreement.”

**RECITALS**

- A. Authority and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. entered into an agreement entitled, “Agreement for Services Between the Santa Clara Stadium Authority and Hagen, Streiff, Newton, & Oshiro Accountants, P.C.”, dated September 20, 2018 (the “Original Agreement”) in which Hagen, Streiff, Newton, & Oshiro Accountants, P.C. agreed to provide services as a litigation consultant and perform a review of the financial statements and supporting documents provided by the San Francisco Forty-Niners and provide the Authority with an identification of, and opinion on, the financial statement issues the Authority has, to/with the Authority;
- B. Section 8 of the Original Agreement entitled Assignment and Subcontracting provides as follows:  
  
“Authority and Contractor bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of Authority. Contractor shall not hire subcontractors without express written permission from Authority.”
- C. The Authority has been informed that due to the acquisition of Hagen, Streiff, Newton, & Oshiro Accountants, P.C. by J.S. Held LLC, that J.S. Held LLC is the surviving entity and as such will continue to provide the services to the Authority under the Original Agreement. Hagen, Streiff, Newton, & Oshiro Accountants, P.C. desires to have the Authority consent to the assignment of all rights, obligations and interest in the Original Agreement from Hagen, Streiff, Newton, & Oshiro Accountants, P.C. to J.S. Held LLC;
- D. Based on the final approval of the acquisition, it is the desire of Authority to formally consent to the assignment by Hagen, Streiff, Newton, & Oshiro Accountants, P.C. of all its rights, obligations and



interest in the Original Agreement to J.S. Held LLC.

In consideration of the above referenced recitals and the following mutual covenants, commitments and obligations, the Parties agree, as follows:

### **CONSENT AGREEMENT PROVISIONS**

1. Based on a written request received by the Authority from J.S. Held LLC, (and contingent upon the finalization of the acquisition) the Authority hereby consents to the assignment of the Original Agreement and all of the rights, duties, obligations and interest set forth therein from Hagen, Streiff, Newton, & Oshiro Accountants, P.C. to J.S. Held LLC. This consent is based on representations made by J.S. Held LLC and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. and all the duties and obligations of Hagen, Streiff, Newton, & Oshiro Accountants, P.C. to perform specified services included in the Original Agreements shall be performed by J.S. Held LLC after the acquisition is complete. This Consent is effective as of the completion of the acquisition. If, for any reason, the pending acquisition is not completed, this Consent Agreement shall be deemed void and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. shall continue to be bound to perform the obligations set forth in the Original Agreements.
2. Authority acknowledges and relies on this acceptance by J.S. Held LLC of all of the rights, obligations and interest in the Original Agreement and the relinquishment of all such the rights, obligations and interest in the Original Agreement by Hagen, Streiff, Newton, & Oshiro Accountants, P.C. J.S. Held LLC agrees to undertake any and all action(s) necessary to meet the terms and conditions of the Original Agreement referred to in this Consent Agreement.
3. Upon execution of this Consent Agreement (and the completion of the pending acquisition) any pending debts or obligations due to Authority and those which subsequently arise or accrue from the terms and conditions of the Original Agreement shall become payable by J.S. Held LLC to the Authority or its agents, or assigns.
4. This Consent Agreement embodies the entire agreement between Authority, J.S. Held LLC and Hagen, Streiff, Newton, & Oshiro Accountants, P.C. and all of its terms and conditions. No verbal agreements or conversation with any officer, agent or employee of Authority prior to execution of this Consent Agreement shall affect or modify any of the terms or obligations contained in this Consent Agreement. Any such verbal agreement shall be considered as unofficial information and in no way binding upon Authority.
5. As a condition of the terms of this Consent Agreement, J.S. Held LLC shall provide the Authority with the following:
  - a. revised Certificate of Insurance, as well as all policy endorsements to indicate that J.S. Held LLC has purchased, and is maintaining, all of the required insurance policies and has provided the required endorsements which were included in the terms and conditions of the Original Agreement.
  - b. Prior to the effectiveness of any assignment or transfer under this Consent Agreement, J.S. Held LLC shall execute and deliver a fully executed and notarized Affidavit of Compliance

with Ethical Standards *(if applicable)*.

6. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument; and, the Parties agree that signatures on this Agreement, including those transmitted by facsimile, shall be sufficient to bind the Parties.

The Parties to this Consent Agreement hereby acknowledge and accept the terms and conditions stated herein by the following signatures of their duly authorized representatives. The signature of the duly authorized representative of J.S. Held LLC confirms its acceptance of the terms and conditions of the Original Agreement and the assignment of the Original Agreement from Hagen, Streiff, Newton, & Oshiro Accountants, P.C. The Effective Date is the date that the final signatory executes the Agreement. It is the intent of the Parties that this Agreement shall become operative on the Effective Date.

**SANTA CLARA STADIUM AUTHORITY**

a Joint Exercise of Powers Entity, created through Government Code sections 6500 et seq.

APPROVED AS TO FORM:

Dated: \_\_\_\_\_

\_\_\_\_\_  
BRIAN DOYLE  
Stadium Authority Counsel

\_\_\_\_\_  
DEANNA J. SANTANA  
Executive Director  
1500 Warburton Avenue  
Santa Clara, CA 95050  
Telephone: (408) 615-2210  
Fax: (408) 241-6771

“AUTHORITY”

**HAGEN, STREIFF, NEWTON, & OSHIRO  
ACCOUNTANTS, P.C. (HSNO)  
a California Corporation**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email Address: \_\_\_\_\_

“Assignor”

**J.S. HELD LLC**

**a Delaware Limited Liability Company**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email Address: \_\_\_\_\_

“Assignee”



## Agenda Report

20-204

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Action on Adoption of Ordinance No. 2011 Amending Chapter 18.76 ("Architectural Review") of Title 18 ("Zoning") of "The Code of the City of Santa Clara, California" and Making Other Clarifying Changes

[Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

#### **BACKGROUND**

At the January 28, 2020 Council meeting, proposed Ordinance No. 2011 was introduced and passed for the purpose of publication. Pursuant to City Charter Sections 808 and 812, a summary of proposed Ordinance No. 2011 was published by The Weekly on February 5, 2020, and copies were posted in three public places.

This is the second time Ordinance No. 2011 has come before the Council for adoption. The Council previously considered adoption of the ordinance at the January 14, 2020 meeting, but at that time the Council voted to continue the matter to add two types of projects to the list of developments that would have to undergo a public hearing before approval. Because this was a substantive change to the ordinance, it was necessary to re-introduce the ordinance at the meeting on January 28, 2020.

The Ordinance now comes to Council for final adoption.

#### **DISCUSSION**

Under proposed Ordinance No. 2011, most architectural review would occur at staff level, with a subset of approvals requiring a public hearing before the Director of Community Development, including multifamily developments, large-scale non-residential development, and properties on the Historic Resources Inventory (HRI). As originally proposed, the following type of single-family homes would also require a public hearing:

- Five or more bedrooms;
- Five or more bathrooms; or
- Two or more bedrooms with direct exterior access

At the January 14, 2020 Council meeting, resident Bob O'Keefe requested that the Council expand this list to include two other types of single-family development projects that currently undergo public hearings:

- second-story additions; or
- projects involving demolitions

In order to incorporate these additional types of projects, staff revised the draft ordinance, and the Council voted to re-introduce it at the January 28, 2020 meeting. As revised, the ordinance would require a public hearing if a single-family development project will construct a new second story or expand an existing second story, or will demolish an existing structure (other than a non-habitable accessory structure).

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **FISCAL IMPACT**

There is no fiscal impact to the City other than administrative staff time and expense.

### **COORDINATION**

This report has been coordinated with the Community Development Department.

### **PUBLIC CONTACT**

A summary of proposed Ordinance No. 2011 was published to the Santa Clara Weekly on February 5, 2020, and copies were posted in three public places and made available for public inspection at the City Clerk’s Office.

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Adopt Ordinance No. 2011 Amending Chapter 18.76, (“Architectural Review”) of Title 18 (“Zoning”) of “The Code of the City of Santa Clara, California” and Making Other Clarifying Changes.

Reviewed by: Brian Doyle, City Attorney

Approved by: Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. Ordinance No. 2011 - Introduction

**ORDINANCE NO. 2011**

**AN ORDINANCE OF THE CITY OF SANTA CLARA,  
CALIFORNIA AMENDING CHAPTER 18.76,  
("ARCHITECTURAL REVIEW") OF TITLE 18 ("ZONING")  
OF "THE CODE OF THE CITY OF SANTA CLARA,  
CALIFORNIA" AND MAKING OTHER CLARIFYING  
CHANGES**

**BE IT ORDAINED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**WHEREAS**, Chapter 18.76 ("Architectural Review") of Title 18 ("Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") establishes the procedure for Architectural Review for new construction within the City of Santa Clara;

**WHEREAS**, SCCC Chapter 18.76 establishes an Architectural Committee, which includes two Planning Commissioners and one appointee by the City Council, who are responsible for the initial decision for Architectural Review approvals;

**WHEREAS**, the current procedure includes multiple levels of appeals, with an initial appeal to the Planning Commission and ultimately to the City Council; and,

**WHEREAS**, the City Council now intends to vest the authority for initial architectural review decisions in the Director of Community Development, and to provide for the Planning Commission as the appeal body for the architectural review of single-family residences and the City Council as the appeal body for the architectural review of all other projects.

**NOW THEREFORE, BE IT FURTHER ORDAINED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**SECTION 1:** That Chapter 18.76 (entitled "Architectural Review") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

## ARCHITECTURAL REVIEW

### Sections:

18.76.010 Intent.

18.76.020 Architectural review process.

### **18.76.010 Intent.**

The City Council of the City of Santa Clara finds, determines and declares that in order to encourage the orderly and harmonious appearance of structures and property; maintain the public health, safety and welfare; maintain the property and improvement values throughout the City and to encourage the physical development of the City as intended by the general plan; there is hereby established the architectural review process.

### **18.76.020 Architectural review process.**

(a) Architectural review shall be the responsibility of the Director of Community Development or designee ("Director").

(b) Before action is taken on an application for the issuance of a permit for any sign, building, structure, or alteration of the exterior of a structure in any zone district, plans and drawings of such sign, building or alteration shall be submitted, in such form and detail as the Director may prescribe. The Director shall approve or deny the architectural design without a hearing unless the type of project is listed in subsection (c).

(c) The Director shall conduct a public hearing, titled the "Development Review Hearing," after providing notice pursuant to Section 18.112.060, for the following types of projects:

- (1) New or expanded single-family homes resulting in:
  - (A) Five or more bedrooms;
  - (B) Five or more bathrooms;
  - (C) Two or more bedrooms with direct exterior access; or

(D) A new second story or the expansion of an existing second story.

(2) Residential parcel or subdivision maps and any associated development plans.

(3) New multi-family developments of any size.

(4) New freestanding non-residential development greater than 5,000 square feet in size.

(5) Modifications or additions to existing non-residential development, where the modification or addition is greater than 20,000 square feet in size.

(6) Demolition or alterations to properties on the City's Historic Resources Inventory (HRI).

(7) Demolition of an existing structure, other than a non-habitable accessory structure.

(8) Any other project not listed above that the Director determines should be considered at a public hearing.

(d) In order to grant architectural approval, the findings and determinations shall be that the proposed development, as set forth in such plans and drawings to be approved, is based on the following standards of architectural design:

(1) That any off-street parking areas, screening strips and other facilities and improvements necessary to secure the purpose and intent of this title and the general plan of the City are a part of the proposed development.

(2) That the design and location of the proposed development and its relation to neighboring developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood, will not unreasonably interfere with the use and enjoyment of neighboring developments, and will not create traffic congestion or hazard.

(3) That the design and location of the proposed development is such that it is in keeping with the character of the neighborhood and is such as not to be detrimental to the harmonious development contemplated by this title and the general plan of the City.

(4) That the granting of such approval will not, under the circumstances of the particular case, materially affect adversely the health, comfort or general welfare of persons residing or working in the neighborhood of said development and will not be materially detrimental to the public welfare or injurious to property or improvements in said neighborhood.

(5) That the proposed development, as set forth in the plans and drawings, are consistent with the set of more detailed policies and criteria for architectural review as approved and updated from time to time by the City Council, which set shall be maintained in the planning division office. The policies and criteria so approved shall be fully effective and operative to the same extent as if written into and made a part of this title.

(e) The Director may require the applicant or owner of any such proposed development, as a condition to the approval of any such proposal, to modify buildings, parking areas, landscaping, signs, and other facilities and improvements deemed necessary to secure the purposes of this title and general plan of the City, and may require guarantees and evidence that such conditions will be complied with by the applicant.

(f) If the Director is unable to make the findings and determinations prerequisite to the granting of architectural approval pursuant to subsection (e) of this section, the application shall be denied.

(g) The Director shall render a decision on any application for architectural approval within forty (40) days following a determination by the planning division office that the application is complete, except where the applicant consents to an extension of time. Failure to render a decision within said period of forty (40) days and said period of extension consented to by applicant shall be deemed to be a decision of denial.



(h) The granting of any architectural approval, when conforming to the provisions of this section, shall be final and conclusive, except in the event of an appeal and referral as hereinafter provided.

(i) In the event the applicant or any interested party are not satisfied with the decision of the Director or designee for a single-family residential project, they may within seven (7) days after such decision, appeal in writing to the Planning Commission.

(j) For a project other than a single-family residential project, in the event the applicant or any interested party are not satisfied with the decision of the Director they may within seven (7) days after such decision, appeal in writing to the City Council, in accordance with the procedures set forth in SCCC 18.108.060(b). In the event the applicant or any interested party are not satisfied with the decision of the Planning Commission for a single-family residential project, they may within seven (7) days after such decision, appeal in writing to the City Council, in accordance with the procedures set forth in SCCC 18.108.060(b). Said appeal shall be taken by the filing of a notice in writing to that effect with the City Clerk. All appeals of Architectural Review approvals will be heard de novo. The Director of Community Development may refer any application for architectural consideration to the City Council for its decision with the same effect as if an appeal had been taken.

(k) No permit shall be issued, and no structure, building, or sign shall be constructed or used in any case hereinabove mentioned until such plans and drawings have been approved by the Director, or on referral to the Planning Commission or City Council by the Director, and no appeal or review is pending and the time to appeal has expired. In the event of an appeal by the applicant or others affected, or action to review is taken by the Planning Commission or City Council, no such permit shall be granted until the matter has been finally acted upon and final approval has been received. All signs, buildings, structures, and grounds shall be in accordance with the plans and drawings as finally approved.

(l) Said approvals shall be on file with the City planning division office.

(m) Any architectural review approval granted in accordance with the terms of this title shall be automatically revoked and terminated if not used within two years of original grant or within the period of any authorized extensions thereof."

**SECTION 2:** That Section 18.06.005 (entitled "Certain words and tenses") of Chapter 18.76 (entitled "Architectural Review") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

**"18.06.005 Certain words and tenses.**

All words used in the present tense shall include the future tense; all words in the plural number shall include the singular number and all words in the singular number shall include the plural number, unless the natural construction of the wording indicates otherwise. The word "lot" indicates the word "plot," the word "building" includes the word "structures," and the word "shall" is mandatory and not directory. The word "City" as used herein shall mean the City of Santa Clara, State of California; the words "City Council" shall mean the City Council of the City of Santa Clara, State of California; the words "Planning Commission" shall mean the City Planning Commission of the City of Santa Clara, State of California."

**SECTION 3:** That Paragraph (3) (entitled "Masonry") of Subsection (m) (entitled "'M' definitions") of Section 18.06.010 (entitled "Definitions") of Chapter 18.06 (entitled "Definitions") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(3) "Masonry" means a hard, durable building material such as brick, stone, or concrete (both block and precast), or an equivalent approved by the Director of Community Development."

**SECTION 4:** That Paragraph (6) of Subsection (a) of Section 18.34.030 (entitled "Permitted Uses") of Chapter 18.76 (entitled "Regulations for CN - Neighborhood Commercial Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(6) Restaurants, excluding those which sell or serve alcoholic beverages. Outdoor use of designated seating areas for twelve (12) or fewer customers of such restaurants, within an area of two hundred fifty (250) square feet or less, is allowed if Director of Community Development approval is obtained and such outdoor use is operated in conformance with any conditions of approval."

**SECTION 5:** That Subsection (c) of Section 18.42.120 (entitled "Open landscaped area") of Chapter 18.76 (entitled "Regulations for CP – Commercial Park Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(c) An alternative proposal, equal to or exceeding the open landscaped area provisions provided herein, may be used subject to approval by the Director of Community Development in accordance with the provisions of Chapter 18.76 SCCC."

**SECTION 6:** That Subsection (c) of Section 18.46.120 (entitled "Open landscaped area") of Chapter 18.46 (entitled "Regulations for MP – Planned Industrial Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(c) An alternative proposal, equal to or exceeding the open landscaped area provisions provided herein, may be used subject to approval by the Director of Community Development in accordance with the provisions of Chapter 18.76 SCCC."

**SECTION 7:** That Subsection (c) of Section 18.48.120 (entitled "Open landscaped area") of Chapter 18.48 (entitled "Regulations for ML - Light Industrial Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(c) An alternative proposal, equal to or exceeding the open landscaped area provisions provided herein, may be used subject to approval by the Director of Community Development in accordance with the provisions of Chapter 18.76 SCCC."

**SECTION 8:** That Subsection (f) (entitled "Outdoor Storage and Exposed Mechanical Equipment") of Section 18.48.140 (entitled "Additional development standards") of Chapter 18.48 (entitled "Regulations for ML – Light Industrial Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(f) Outdoor Storage and Exposed Mechanical Equipment. Subject to the requirements above listed, outdoor storage and exposed mechanical equipment shall not exceed six feet in height within the first six feet immediately adjacent to the front or street side yard setback line or any interior side or rear lot line. Beyond this point, storage may extend to a maximum height of ten feet. Height of mechanical equipment and any accompanying screening shall be subject to Director of Community Development approval."

**SECTION 9:** That Subsection (c) of Section 18.50.120 (entitled "Open landscaped area") of Chapter 18.50 (entitled "Regulations for MH – Heavy Industrial Zoning Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

“(c) An alternative proposal, equal to or exceeding the open landscaped area provisions provided herein, may be used subject to approval by the Director of Community Development in accordance with the provisions of Chapter 18.76 SCCC.”

**SECTION 10:** That Subsection (f) (entitled “Outdoor storage and exposed mechanical equipment”) of Section 18.50.140 (entitled “Additional development standards”) of Chapter 18.50 (entitled “Regulations for MH – Heavy Industrial Zoning Districts”) of Title 18 (entitled “Zoning”) of “The Code of the City of Santa Clara, California” (“SCCC”) is amended to read as follows:

“(f) Outdoor Storage and Exposed Mechanical Equipment. Subject to the above listed requirements, outdoor storage and exposed mechanical equipment shall not exceed six feet in height within the first six feet immediately adjacent to the front or street side yard setback line, or any interior side or rear lot line.

Beyond the above described storage and equipment setback line, storage may extend an additional one foot in height for each one foot of setback but shall not exceed the maximum building height established in SCCC 18.50.070.

Height of mechanical equipment and any accompanying screening shall be subject to Director of Community Development approval.”

**SECTION 11:** That Section 18.56.110 (entitled “Architectural committee review not required”) of Chapter 18.56 (entitled “Planned Development – Master Community Zoning Districts”) of Title 18 (entitled “Zoning”) of “The Code of the City of Santa Clara, California” (“SCCC”) is retitled “Director of Community Development review not required” and amended to read as follows:

**“18.56.110 Director of Community Development review not required.**

Notwithstanding SCCC 18.76.020, Architectural review process, no review by the Director of Community Development shall be required for any approvals or permits granted for development within a PD-MC district. The review of the development area plans by the Planning Commission and City Council shall constitute an equivalent of the review envisioned by Chapter 18.76 SCCC, Architectural Review.

After the initial approval and construction of the development area plan, remodels and additions to the buildings and sites in the master community plan shall be handled through the usual architectural review requirements of Chapter 18.76 SCCC, Architectural Review, in accordance with the design guidelines and development standards."

**SECTION 12:** That Section 18.58.060 (entitled "Architectural control") of Chapter 18.58 (entitled "Regulations for HT – Historic Combining Districts") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

**"18.58.060 Architectural control.**

No exterior or interior changes may be made that would compromise the historic integrity of the building, property or significant landscaping features within a historic combining zone district. Minor improvements, excluding changes such as painting or other activities associated with routine maintenance that need no approval, may be approved by the Zoning Administrator, Planning Commission and/or the City Council upon referral by the Zoning Administrator. Any request for approval may be denied by the Zoning Administrator if he/she, or any other reviewing body upon referral by the

Zoning Administrator, finds that such request would jeopardize the building's architectural or historical integrity or value."

**SECTION 13:** That Subsection (b) of Section 18.64.040 (entitled "Eight-foot fences") of Chapter 18.64 (entitled "Special Height Regulations") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(b) Rear yard fencing abutting on any major thoroughfare of four or more motor vehicular traffic lanes may be erected and maintained up to, but not more than, eight feet in height. Such fencing shall be subject to review by the Director of Community Development in accordance with the procedures set forth in Chapter 18.76 SCCC and shall be subject to the prior approval as therein prescribed."

**SECTION 14:** That Section 18.68.020 (entitled "Minimum site development and maintenance standards") of Chapter 18.68 (entitled "Service Station Standards") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

**"18.68.020 Minimum site development and maintenance standards.** In addition to the design standards set forth by the zone district in which the service station is located, the following shall apply:

(a) The following minimum landscaped improvements shall be installed and permanently maintained:

(1) A fifteen (15)-foot-wide planter area adjacent to any property line along a public street, with the exception of driveway entrances approved by the Director

of Community Development. Minimum planter width shall be measured from the street right-of-way or official plan line.

(2) A five-foot-wide planter area adjacent to all other property lines.

(3) Each planter area shall be landscaped with ground cover, screening shrubs, and trees. Trees shall be spaced at either a minimum distance of thirty-six (36) feet on center or in an alternative design to accomplish an equivalent density of screening and degree of shading, as approved by the Director of Community Development in accordance with the provisions of Chapter 18.76 SCCC.

(4) Each planter area shall be surrounded with a six-inch raised concrete curbing or planning division-approved equivalent. An automatic irrigation system shall be installed and permanently maintained in working order in each separate planter area.

(b) Service station roofs shall be well designed with generous overhangs; the roofing shall be incombustible materials such as simulated shake or shingle, clay tile, cement tile, slate or other similar materials.

(c) Exterior walls of service stations shall be well designed and compatible with adjoining properties.

(d) The entire service area of the service station shall be paved with a permanent surface of concrete or asphalt. Any unpaved area of the site shall be landscaped and separated from the paved areas by a six-inch concrete curb or other equivalent planning division-approved barrier.



(e) Gasoline pump islands, canopies, compressed air connections, restrooms and similar facilities shall be set back a minimum of twenty-five (25) feet from any street right-of-way or official plan line.

(f) Points of cash or other payment shall be designed so as to provide a safe and adequate customer queuing area. Outdoor walk-up service facilities shall be located and designed so as to prevent adverse impacts on adjacent properties zoned residential or designated as residential in the general plan.

(g) Hydraulic hoists, pits and all lubrication, greasing, automobile washing and other service equipment shall be entirely enclosed within a building.

(h) Except as otherwise provided in this title, a solid masonry fence or wall a minimum of six feet in height and similar in color, module, and texture to those materials utilized in the building shall be erected and permanently maintained along all common property lines with residentially zoned property or with property designated as residential in the general plan, or as approved by the Director of Community Development.

(i) Exterior lighting shall be designed so that it is deflected away from adjacent properties and screened from direct view from the street right-of-way.

(j) Signs on the service station premises shall be so located as to not obstruct visibility for drivers or pedestrians. A minimum sight-distance triangle shall be maintained, as determined by the Engineering Department. All signs, except window signs not exceeding twenty-five percent (25%) of individual window area, shall be constructed and maintained within a permanent sign structure, as permitted by Chapter 18.80 SCCC, Sign Regulations.

(k) Auto service buildings shall be set back from the street right-of-way lines a minimum distance of forty (40) feet to provide an adequate area for maneuvering vehicles in the service area and to provide adequate visibility, particularly at intersections.

(l) Driveway locations and accesses shall be provided in accordance with adopted City standards.

(m) An adequate and accessible trash disposal area shall be provided. Said disposal area shall be screened from public view by a masonry enclosure, with solid wood gates, at least six feet in height.

(n) A minimum of eight marked parking spaces shall be provided for customers and employees. For self-service stations with no accessory uses, such as tune-ups or accessory sales, only two such marked spaces need be provided. All such spaces shall be located at least fifteen (15) feet from any street right-of-way or official plan line.

(o) Water and compressed air services shall be available and functioning for public use during station operating hours.

(p) A fully stocked or equipped restroom shall be consistently maintained so as to be available to the public during operating hours. Restroom facilities shall be designed to accommodate the disabled."

**SECTION 15:** That Subsection (e) (entitled "Screening and landscaping") of Section 18.74.040 (entitled "Development standards") of Chapter 18.74 (entitled "Parking Regulations") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

“(e) Screening and Landscaping. All open automobile parking areas which abut upon a public street right-of-way shall provide landscaping to a depth of at least ten feet of said street right-of-way and of any plan line, with openings for walkway or drive purposes in accordance with City standards.

An additional five percent of the gross lot area shall be devoted to landscaping. Major canopy trees shall be provided throughout the parking area and adjacent to buildings. Trees shall be spaced at either a minimum distance of thirty-six (36) feet on center or in an alternative design to accomplish an equivalent density of screening and degree of shading, as approved by the Director of Community Development.”

**SECTION 16:** That Section 18.106.010 (entitled “Definitions”) of Chapter 18.106 (entitled “Historic Preservation”) of Title 18 (entitled “Zoning”) of “The Code of the City of Santa Clara, California” (“SCCC”) is amended to read as follows:

**“18.106.010 Definitions.** For purposes of this chapter, the following words and phrases have the meanings ascribed to them in this section, unless the context or the provision clearly requires otherwise:

(a) “Alteration” means any change or expansion to an HRI property that involves (1) changes to the exterior of a structure, such as its surface materials or its architectural features, or (2) substantial reconfiguration of the interior space.

(b) “Architectural feature” means the architectural elements embodying the historical significance or architectural style, design, general arrangement, and components of all the exterior surfaces of a building or structure, including, but not limited to, the type of building materials, and type and style of windows, doors, design, arrangement, massing, texture, painted and unpainted surfaces and materials.

(c) Building. Refer to SCCC 18.06.010(b)(5).

(d) "California Register of Historical Resources" means the authoritative guide in California to be used by State and local agencies, private groups, and citizens to identify the State's historical resources and to indicate what properties are to be protected, to the extent prudent and feasible, from substantial adverse change. (Public Resources Code Section 5024.1(a))

(e) "Character-defining feature" means the architectural features of a building, structure, or object that help convey the significance of the HRI property and which were present during the period of significance.

(f) "Demolition" means the destruction, in whole or in part, of the original physical elements or building materials of an HRI property including features that contribute to its historic character, architecture and integrity. Notwithstanding the foregoing, alteration work that qualifies as a small project as defined in this chapter shall not constitute demolition.

(g) "Demolition by neglect" means negligence resulting in the deterioration and irreversible harm to the original features and materials of an HRI property leading to substantial deterioration and/or structural failure constituting a threat to public health, safety and visual impact to a street, neighborhood or defined geographic area.

(h) "Evaluation" means the process by which the significance and integrity of a building, structure, object or site is judged according to the National Park Service Standards set forth in 36 CFR Part 61 and using the designation criteria outlined in SCCC 18.106.040(a) (Designation Criteria).

(i) "Historic fabric" means those architectural form and character-defining features, such as siding, brick, stone, roofing or other materials visible on the structure, that are characteristic of the period of significance and therefore assist in portraying the style and historic significance of the HRI property from its most important time period.

(j) "Historic Resource Inventory" means the City of Santa Clara Historic Resource Inventory, which is incorporated into the 2010-2035 General Plan as Appendix 8.9 ("Historic Resource Inventory" or "HRI"), as may be amended from time to time.

(k) "HRI property" means a building, structure, object, or site currently included in the Historic Resource Inventory (HRI), which was designated as architecturally or historically significant by the City of Santa Clara pursuant to this chapter, or which the City added to the HRI prior to the effective date of this chapter.

(l) "Historic resources survey" means the process of systematically identifying, researching, photographing and documenting HRI properties within a defined geographic area and placed on a State of California DPR 523 series form. All surveys shall be conducted in accordance with the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation: Standards and Guidelines for Identification and Evaluation, as may be amended.

(m) "Historical and Landmarks Commission" or "HLC" means the Historical and Landmarks Commission (HLC) established pursuant to SCCC 2.120.100.

(n) "Integrity" means the authenticity of an HRI property's historic identity, evidenced by the survival of an HRI property's visual and physical characteristics that existed during the HRI property's period of significance. Within the concept of integrity,

the National Register criteria recognize seven aspects or qualities that, in various combinations, define integrity. These seven aspects are location, design, setting, materials, workmanship, feeling and association.

(o) "Major alteration" means any significant change that is subject to Director of Community Development review and approval in accordance with Chapter 18.76 SCCC or pursuant to City policy or procedure.

(p) "National Register of Historic Places" means the National Historic Landmarks Register established pursuant to 54 U.S.C. Section 302101 et seq.

(q) "Period of significance" means the span of time during which relevant events and activities occurred at an HRI property.

(r) "Preventative maintenance" means any work to prevent deterioration or damage to the structural integrity or any exterior feature of an HRI property that does not involve a change in design, material or exterior appearance. Such work includes, but is not limited to, painting, wood trim or siding repair, roof repair, patching, caulking, foundation or chimney repairs, or landscape maintenance.

(s) "Secretary of the Interior's Treatment Standards" means the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings, published by the National Park Service, as may be amended.

(t) "Site" (as applied in the context of this chapter) means the location of a significant historical event, a prehistoric or historic occupation or activity, building or structure, whether standing, ruined or vanished, where the location itself maintains historical or archaeological value regardless of the value of any existing buildings,

structures or objects. Examples of a site are a battlefield, designed landscape, trail, or industrial site.

(u) "Small projects" means alterations to any historic resource as defined herein, involving negligible visible changes. Alterations shall not qualify as small projects if they involve the removal or destruction of any exterior character-defining feature or historic fabric, including, but not limited to, original windows, or similarly protected interior features, unless an acceptable replacement is made with like materials and finishes, as determined by the Community Development Director.

(v) Structure. Refer to SCCC 18.06.010(s)(9)."

**SECTION 17:** That Section 18.106.050 (entitled "Property alteration") of Chapter 18.106 (entitled "Historic Preservation") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

**"18.106.050 Property alteration.**

(a) Permit(s) Required for Alterations. No person shall make alterations to any HRI property without first obtaining the required permits or approvals from the Director of Community Development, or a hearing body as prescribed in this chapter.

(1) A Significant Properties Alteration (SPA) permit shall be required for alterations to an HRI property.

(2) The addition of an accessory dwelling unit to an HRI property requires an SPA permit.

(3) For purposes of compliance with the California Environmental Quality Act (CEQA), an SPA permit for a major alteration shall be considered a discretionary project under Section 15357 of the CEQA Guidelines.

(b) Application for Significant Property Alteration Permit. The owner or authorized representative proposing alterations to an HRI property shall file a planning application with the Community Development Department, with the required supporting information, and any applicable filing fee. As soon thereafter as practicable after the application is deemed complete, the application for the SPA permit shall be forwarded to the Community Development Director or HLC, as appropriate, for its review and recommendation.

(c) Review Required for Alterations.

(1) The Community Development Director shall approve or deny applications for SPA permits for small projects as defined in this chapter. The Director has the discretion to determine that any such application for a small project should instead be construed as a major alteration requiring review by the HLC and approval by the Planning Commission.

(2) The HLC shall review applications for SPA permits proposed for major alterations and render a recommendation to the Planning Commission.

(3) Following review and recommendation by the HLC, applications for SPA permits for major alterations shall be forwarded to the Planning Commission, which shall approve or deny the application.

(4) The Community Development Director, HLC or Planning Commission may require supplemental information or reports as may be necessary for a complete review.



(5) The Community Development Director or Planning Commission may impose such reasonable conditions or restrictions as they deem necessary or appropriate on a case-by-case basis to promote or achieve the purposes of this Code.

(6) Preventative maintenance, as defined in this chapter, shall be excluded from the review process specified in this section.

(7) The addition of an accessory dwelling unit to an HRI property shall be considered a major alteration if (A) the accessory unit would be attached to the main house and involve alterations to the exterior of the main house; (B) the HRI property is subject to a Mills Act contract; (C) the accessory dwelling unit would convert a garage that may be of a similar age and design to the main dwelling and contribute to the integrity of the HRI property; or (D) the Community Development Director makes a determination that the addition would be a major alteration. All other additions of accessory dwelling units shall be processed as small projects.

(d) Findings Necessary to Approve SPA Permits. A decision to approve, approve with changes and/or conditions, or deny the application for the SPA permit shall be based upon the following factors:

(1) The alterations shall be designed to the essential character, features, and defining elements that make the HRI property significant;

(2) The project proposals shall not have a significant adverse effect on the integrity of the HRI property;

(3) The alterations must be compatible with the existing structure or district; and

(4) The alterations must be consistent with the Secretary of the Interior's Treatment Standards.

(e) Appeal Procedures. In the event the applicant or other interested party is not satisfied with the permit or approval action permitted by this section, the decision may be appealed. Such appeal shall be taken by the filing of a notice in writing to that effect with the City Clerk within seven calendar days after rendition of the decision, along with the payment of an appeal fee as set forth by resolution of the City Council. Appeals of the Community Development Director's decisions shall be evaluated in the same manner as major alterations and shall be referred to the HLC for recommendation and the City Council for decision. Appeals of the Planning Commission's decisions shall be conducted in accordance with SCCC 18.108.060.

(f) Approval Expiration. Any approval granted under this section shall remain valid for a period of two years following the date the action was taken by the Community Development Director or the decision-making body. The Director or decision-making body may at any time authorize extensions of time on any approval, without the need for any public hearing, for a total period of twenty-four (24) months following the original date of expiration.

(g) Preventative Maintenance. The owner, lessee or other person(s) in actual charge of an HRI property ("responsible party") shall maintain and keep such property in a manner that ensures its continued eligibility for listing on the City's Historic Resource Inventory. Care of the HRI property shall be undertaken so as not to constitute "demolition by neglect" and prevent deterioration, dilapidation and decay of the historic fabric of any portion of the property. The responsible party shall ensure that all HRI

properties shall remain free from structural defects through prompt corrections of any of the following defects:

(1) Deteriorated or inadequate foundation, defective or deteriorated flooring or floor supports, deteriorated walls or other vertical structural supports.

(2) Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split or buckle due to defective material or deterioration.

(3) Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken window glass or doors.

(4) Defective or insufficient weather protection for exterior wall covering, including lack of paint or weathering due to lack of paint or other protective covering.

(5) Any fault or defect in the building which renders it structurally unsafe or not properly watertight.

(6) Minor mechanical systems in need of repair, not involving substantial removal of original interior or exterior building materials or features.”

**SECTION 18:** That Section 18.106.060 (entitled “Demolition permits”) of Chapter 18.106 (entitled “Historic Preservation”) of Title 18 (entitled “Zoning”) of “The Code of the City of Santa Clara, California” (“SCCC”) is amended to read as follows:

**“18.106.060 Demolition permits.**

(a) Properties Not Listed on the HRI.

(1) Upon receiving an application for a demolition permit for a property not listed on the HRI, the Community Development Department shall search the City permit system database to ascertain if the property is noted as “potentially historic” next

to the assessor's parcel number. If the property contains this notation, the Community Development Department shall make a determination as to whether an application should be referred to the HLC and City Council for a determination as to whether the property is eligible for listing on the HRI. If no referral is made, the demolition permit may be approved or denied along with replacement plans by the Director of Community Development.

(2) For any such referral, the HLC and City Council shall make an eligibility determination using the same criteria and process as a designation determination pursuant to SCCC 18.106.040, except that properties found to be eligible will not automatically be added to the HRI, unless the property owner requests that the property be listed. The owner shall be responsible for submitting the required documentation needed, including but not limited to a completed DPR 523A form so the City may make a determination on the referral of the property to the HLC or City Council.

(3) For properties the Council determines to be ineligible for listing on the HRI, the Council may approve or deny the demolition permit at the time of the eligibility determination. For properties the Council determines to be eligible for listing on the HRI, the demolition permit application shall follow the process in subsection (b) of this section.

(b) HRI Properties and Eligible Properties.

(1) An environmental impact report shall be required for any application to demolish an HRI property or a property determined to be eligible for listing pursuant to subsection (a) of this section.

(2) The demolition permit application and environmental impact report shall be referred to the HLC for a recommendation on whether to grant, modify or disapprove the demolition permit application. The HLC recommendation shall be forwarded to the City Council, which shall make a final decision on the application.

(3) The HLC shall recommend approval of a demolition permit, and the City Council shall approve a demolition permit, only if there are no viable alternatives for saving the property, and such alternatives have been fully addressed in an environmental impact report."

**SECTION 19:** That Subsection (a) of Section 18.118.040 (entitled "Review and determination") of Chapter 18.118 (entitled "Reasonable Accommodation") of Title 18 (entitled "Zoning") of "The Code of the City of Santa Clara, California" ("SCCC") is amended to read as follows:

"(a) The Zoning Administrator or his or her designee shall review and provide a determination on an application for reasonable accommodation pursuant to this chapter. The Zoning Administrator shall have the ability to request any information necessary to assess an application for reasonable accommodation and provide a determination to an applicant within thirty (30) days of the date of submittal of a completed application. In the event that a request for additional information is made, the thirty (30)-day period to issue a decision is stayed until the applicant responds to the request. Within thirty (30) days of the date of the submittal of a completed application, and as provided for in this section, the Zoning Administrator shall take one of the following actions regarding a request for reasonable accommodation:

(1) Grant the reasonable accommodation request, based upon the findings set forth in subsection (f) of this section;

(2) Grant the reasonable accommodation request, subject to specified conditions;

(3) Deny the reasonable accommodation request; or

(4) Refer the determination of the reasonable accommodation request to the Planning Commission, who shall render a determination on the application.”

**SECTION 20:** That Section 18.118.050 (entitled “Appeals”) of Chapter 18.118 (entitled “Reasonable Accommodation”) of Title 18 (entitled “Zoning”) of “The Code of the City of Santa Clara, California” (“SCCC”) is amended to read as follows:

**“18.118.050 Appeals.**

(a) A final written determination made by the Zoning Administrator on a reasonable accommodation request may be appealed to the Planning Commission, as provided below:

(1) Within seven days of the date of the notice of determination, an appeal may be filed in writing or on a form provided by the City, pursuant to this section. An appeal shall contain a detailed statement of the grounds for the appeal.

(2) An appeal may be filed by those directly aggrieved by the decision and determination of the Zoning Administrator. For the purposes of this section, “directly aggrieved” shall mean the applicant, representative of an individual with a disability, or owner of the property that is the subject of the reasonable

accommodation request, and those property owners that directly abut the property that is the subject of the reasonable accommodation.

(3) A notice of public hearing before the Planning Commission shall be mailed to the person filing the appeal at least ten days prior to the date of the public hearing. The notice of public hearing shall include a description of the property that is the subject of the reasonable accommodation, the reason for which the appeal is filed, the date of the public hearing, and the location of the public hearing.

(4) The written decision of the Planning Commission shall become final unless an applicant appeals it to the City Council.

(5) The filing fee for an appeal shall be equal to half of the application filing fee for the reasonable accommodation request, as provided for in the City's adopted fee schedule.

(6) An applicant may request reasonable accommodation in the procedure by which an appeal will be conducted."

**SECTION 21: Savings clause.** The changes provided for in this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any right established or accruing before the effective date of this ordinance; nor shall it affect any prosecution, suit or proceeding pending or any judgment rendered prior to the effective date of this ordinance. All fee schedules shall remain in force until superseded by the fee schedules adopted by the City Council.

**SECTION 22: Effective date.** This ordinance shall take effect thirty (30) days after its final adoption; however, prior to its final adoption it shall be published in accordance with the requirements of Section 808 and 812 of "The Charter of the City of Santa Clara, California."

PASSED FOR THE PURPOSE OF PUBLICATION this 28<sup>TH</sup> day of JANUARY, 2020, by the following vote:

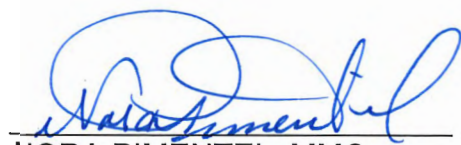
AYES: COUNCILORS: Davis, Hardy, O'Neill, and  
Watanabe and Mayor Gillmor

NOES: COUNCILORS: Chahal

ABSENT: COUNCILORS: Mahan

ABSTAINED: COUNCILORS: None

ATTEST:



NORA PIMENTEL, MMC  
ASSISTANT CITY CLERK  
CITY OF SANTA CLARA

Attachments incorporated by reference: None





## Agenda Report

20-98

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Action on Written Petition received from Alan Todd Bevis regarding Calming Traffic and Noise/SideShow Activity Along Briarwood Drive [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND**

On January 7, 2020, the City Clerk's Office received a Written Petition from Alan Todd Bevis requesting to be placed on a future agenda regarding calming traffic and noise/sideshow activity along Briarwood Drive. The Written Petition is attached for Council's consideration.

#### **DISCUSSION**

Council Policy and Procedure 30 - *Adding an Item on the Agenda* sets forth the procedure for written petitions. Any member of the public may submit a written request raising any issue or item within the subject matter jurisdiction of the Council. Per the policy, the written request will be submitted on the agenda, in the form substantially provided by the requestor, without any staff analysis, including fiscal review, legal review and policy review. If a simple majority of the City Council supports further study of the request, then a full staff analysis shall be prepared within thirty (30) days, unless otherwise directed by the City Council.

The Tentative Meeting Agenda Calendar is included as part of the City Council agenda packet for scheduling consideration.

#### **FISCAL IMPACT**

There is no fiscal impact associated with considering the request to be placed on a future agenda except staff time and expense.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve commitment to a specific project which may result in potential significant impact on the environment.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Staff makes no recommendation.

Reviewed by: Nora Pimentel, Assistant City Clerk

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Written Petition
2. Policy and Procedure 030 - Adding an Item on the Agenda
3. Tentative Meeting Agenda Calendar (TMAC)



**City of  
Santa Clara**  
The Center of What's Possible

2020 JAN -9 AM 10:44

## CITY COUNCIL WRITTEN PETITION

Please provide the information requested below. When complete, please submit to the City Clerk's Office, 1500 Warburton Avenue, Santa Clara, CA 95050.

Date: January 7, 2020

I, Alan Todd Bevis, am hereby requesting to be placed on the Santa Clara City Council Agenda for the following purpose:

Speed bumps or some other traffic calming measures need to be instituted along the 1701 - 2020 blocks of Briarwood Drive (between Cabrillo Avenue and Warburton Avenue): the excessive speeds of motorists, including Santa Clara School District buses daily endanger the lives of the residents, their families, (many of which with small children) as well as resident's pets. In addition, there have been multiple recent incidents of speeding that have resulted in costly damage to resident's parked cars.

Also, "side show" activity has been reported at the 4-way stop sign intersection of Briarwood Drive and St. Lawrence Drive. Noise is a daily problem caused by speeding vehicles, often exacerbated by the vibration of speeding vehicles that set off the car alarms of resident's vehicles that have been parked on the street. Our street is no longer safe and it is the duty for the

City to provide necessary and effective traffic calming measures before a tragedy occurs.

I understand that it is important that I attend the meeting in the event there are any questions the Council wishes to ask me.

\*Attached are 62 signatures collected from the residents of Briarwood Drive overwhelmingly favor of this traffic calming solution.

Signed:

NAME: Alan Todd Bevis

ADDRESS: 1961 Briarwood Drive

Street

Santa Clara

95051

City

Zip Code

TELEPHONE:\*

(408) 207-7428

Optional

DATE:

January 7, 2020

\*NOTE: This is a public document. If your telephone number is unlisted or if you do not want it to be public, please provide an alternate number where you can be reached.

Briarwood Drive Speed Bump Petition - 2019

Name	Mailing Address - Number/Street
Sachin Adlakha	1981 Briarwood Dr Santa Clara CA 95051
ARUNKUMAR DEVAOSS	3511 WARBURTON AVE SANTA CLARA CA 95051
PREETHA MANDHAR	"
Emily Ralph	1960 Briarwood Dr. Santa Clara CA 95051
Dave Ralph	↑ Same as above
Jyoti Choudhary	2124 Briarwood Dr, SANTA CLARA 95051
Vaibhav Rao	2124 Briarwood Dr, Santa Clara, CA 95051
V MOORE	1970 BRIARWOOD DR SANTA CLARA 95051
Mathew Cotton	2000 Briarwood Dr. Santa Clara 95051
Diana Flagler	1851 Briarwood Dr. Santa Clara 95051
Paul Flagler	1851 Briarwood Dr. Santa Clara 95051
Pat Angotti	1911 Briarwood Dr. Santa Clara Ca. 95051
Kim Montgomery	1851 Briarwood Dr. Santa Clara Ca 95051
Inge Buchterkirchen	1755 Briarwood Dr. Santa Clara CA 95051
Jessie Jacobson	1726 Briarwood Dr Santa Clara, CA 95051
Ruei-Mei Yang	1742 Briarwood Dr., <del>Santa</del> Santa Clara CA 95051

Briarwood Drive Speed Bump Petition - 2019

Name	Mailing Address - Number/Street
Danella Rugh	2000 Briarwood Dr. Santa Clara 95051
Noel Larson	1980 Briarwood Dr. Santa Clara 95051
Jocelyn Zhou	1980 BRIARWOOD Dr, Santa Clara 95051
Bao Vu	1991 Briarwood dr, Santa Clara 95051
Ana Duran	1990 Santa Rosa Ct Santa Clara 95051
Yuriy Bugnerich	2151 Briarwood Dr Santa Clara 95051
Annam Shankar	3501 Waverburton Ave Santa Clara 95051
Sufen Xie	1733 Briarwood Dr Santa Clara
Lokpui Tse	1733 Briarwood Dr Santa Clara
Jillian Houie	1800 Briarwood Drive, Santa Clara, Cal. 95051
Qi Xiao	1910 Briarwood Dr, Santa Clara, CA 95051
Yan Lu	1910 Briarwood Dr. Santa Clara. CA 95051
Fei Han	1941 Briarwood Dr. Santa Clara, CA 95051
Fei Luo	1921 Briarwood Dr. Santa Clara, CA 95051
Mingwang Tang	1921 Briarwood Dr
Xue Yang	1941 Briarwood Dr

Briarwood Drive Speed Bump Petition - 2019

Name	Mailing Address - Number/Street
Kiran Sawani	1758 Briarwood Drive Santa Clara, CA
Phil Hawkins	1774 Briarwood Dr. Santa Clara, CA
John Estep	1801 Briarwood Dr., Santa Clara, CA
Yongui Yi	1801 Briarwood Dr., Santa Clara, CA
Jim Ngo	1811 Briarwood Dr, Santa Clara, CA
Ryan Downey	1841 Briarwood Dr, Santa Clara, CA
PAM CASEM	1870 BRIARWOOD DR., SANTA CLARA, CA
Jon Ancheta	1870 BRIARWOOD DR. SANTA CLARA, CA
Chinmayee Shah	1871 Briarwood Dr, Santa Clara, CA
Carla Jose	1891 Briarwood Dr Santa Clara
Dr. Mizrahi	1957 BRIARWOOD DR. S.C. 95057
Nemi Mizrahi	1957 Briarwood drive, Santa Clara 95057
Chau Dang	1991 Briarwood Dr Santa Clara CA 95051
Theresa Willett	1990 Briarwood Dr Santa Clara CA 95051
Matt Hancock	1810 Briarwood Dr Santa Clara
Pitambari Parekh	1850 Briarwood Dr. Santa Clara

Briarwood Drive Speed Bump Petition - 2019

Name	Mailing Address - Number/Street
PHUNG YEN PHUNG	1880 Briarwood dr
Don Torrodaych	1890 Briarwood Dr.
Sally Voik	1900 Briarwood Dr.
JAN LUO	1931 Briarwood Dr.
MU FENG	1931 Briarwood Dr.
Lorraine Hiron	1930 BRIARWOOD DR
Ibrahim Avcı	1990 Briarwood Dr
Keiko Avcı	1990 Briarwood Dr.
STUART STEINFELD	1971 BRIARWOOD DR
Moya Devise	1971 Briarwood Dr
Edgar Stempel	1971 briarwood Dr
Jim Tran	1721 Briarwood Dr
TODD BEVIS	1961 BRIARWOOD DR. SANTA CLARA 95051
Sheng Bevis	1961 Briarwood Dr. Santa Clara, 95051



## **ADDING AN ITEM ON THE AGENDA**

### **PURPOSE**

To establish a clear, effective and easily understood process for members of the City Council and the public to have items within the jurisdiction of the City Council, placed on the City Council agenda for consideration.

### **POLICY**

#### **Members of the City Council:**

1. The Mayor or any individual Council Member may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.

#### **Referral from a Council Committee:**

1. Council Committees may submit a written request to the City Manager's Office for inclusion of an item on a City Council agenda, provided the request is received two (2) days prior to the public release of the agenda packet.
2. Council Committees may bring forward a recommendation to the full City Council by way of the Committee Minutes, which are typically prepared within three weeks following the Committee meeting.

#### **Items Referred During a Council Meeting:**

By Council consensus, an item may be referred to the City Manager for inclusion on a City Council agenda. If the request requires further study of the item from staff, a full analysis shall be prepared at the direction of the City Manager with at least thirty (30) calendar days prior to the meeting, unless otherwise directed by the City Council. If the request requires more than thirty (30) calendar days to prepare, status updates will be provided to the Council every sixty (60) days as an informational memo.



## ADDING AN ITEM ON THE AGENDA (cont.)

### Written Petitions and Public Presentations:

1. Any member of the public may submit a written request raising any issue or item within the subject matter jurisdiction of the City Council to be heard under the "Written Petition" section of the City Council's regular agenda within two (2) Council meetings after received. After the initial Written Petition is placed on the agenda, a simple majority vote of the Council may add the item to a future Council meeting for action.
2. Any member of the public may address the City Council under the "Public Presentations" section of the agenda. If the presentation includes a request of the Council, the Mayor or a consensus of the City Council may refer the item to the City Manager to be properly agendized at a future meeting, in compliance with The Brown Act.

### **PROCEDURE FOR WRITTEN PETITIONS**

All requests to address the City Council shall be submitted in writing. Written Petition forms are available for the petitioner's convenience on the City's website and in the City Manager's Office, City Clerk's Office and the Mayor and Council Offices. Alternatively, an email may be submitted to [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov).

Once the Written Petition is received by the City Clerk's Office, it should immediately be forwarded to the City Manager for placement on an agenda within two (2) Council meetings after receipt of the original request from the City Clerk's Office. All written material (request and support material) will be submitted on the agenda in the form substantially provided by the requester without any staff analysis, including fiscal review, legal review and policy review, until the City Council has had the opportunity to provide direction to the City Manager.

At the meeting where the item is first considered, if a simple majority of the City Council supports further study of the item, then a full staff analysis shall be prepared within thirty (30) days, unless otherwise directed by the City Council.



# City of Santa Clara

## Tentative Meeting Agenda Calendar

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### **Tuesday, February 25, 2020 Council and Authorities Concurrent Meeting**

#### **Joint Dinner – 5:00 PM**

**20-1212** Joint Dinner meeting with Cultural Commission

#### **Special Order of Business**

**20-44** Presentation by County Assessor regarding California Schools and Local Communities Funding Act of 2020

**20-1434** Welcome to Father Kevin O'Brien, S.J. as President of Santa Clara University

**20-27** Recognition of Pacific Autism Center for Education's 30th Anniversary

#### **Public Hearing/General Business**

**20-1476** **Public Hearing:** Adoption of a Resolution Ordering the Abatement of a Nuisance Consisting of Growing Weeds in Association with the County Weed Abatement Program for 2019-2020

**20-32** Discussion and Possible Action on Illegal Street Racing and Sideshow Activity Report

**20-1369** Action on a Resolution Adopting the Santa Clara Pedestrian Master Plan

**20-101** Action on a Resolution Approving and Authorizing the City Manager to execute a Loan Agreement with ZAEN Partners, LLC for a loan of up to \$6,000,000 to support the construction of 150 affordable housing units located at 2302 Calle Del Mundo

**20-82** Action on Petition to Place an Item on Council Agenda to Proclaim Section of El Camino Real as Korea Town

**20-1154** Approve a Resolution to Approve and Adopt the 2019 Update to the Sanitary Sewer Management Plan (SSMP)

**Thursday, March 5, 2020 Special Santa Clara Stadium Authority Board Meeting – 4:00 PM**

**Study Session**

- 20-45**            Discussion of the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget and Stadium Authority Compliance and Management Policy

**Tuesday, March 10, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

- 20-133**            Action on Agreement with Circlepoint for Communications Consulting Services
- 20-91**            Action on the Stadium Authority Financial Status Report for the Quarter Ending June 30, 2019

**Tuesday, March 17, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner – 5:00 PM**

- 20-1214**            Joint Dinner meeting with Historical and Landmarks Commission

**Special Order of Business**

- 20-93**            Police Activities League Recognition of Hunter Storm Placeholder

**Public Hearing/General Business**

- 20-103**            Action on the Governance and Ethics Committee Recommendation to Name the Public Park in the 575 Benton Street Project (Prometheus)
- 20-197**            Consideration of Silicon Valley Power Quarterly Strategic Plan Update [Deliver and Enhance High Quality Efficient Services and Infrastructure]
- 20-496**            Action on Adopting a Resolution in Support of Worker Cooperatives
- 20-496**            Related Santa Clara's Development Area Plan #1

**Tuesday, March 24, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

- 20-47**            **Public Hearing:** Action on the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget and Stadium Operations and Maintenance Plan

**Tuesday, March 31, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner – 5:00 PM**

- 20-1213**            Joint Dinner meeting with Board of Library Trustees

**Public Hearing/General Business**

**20-496** Agenda Items Pending – To Be Scheduled

**Tuesday, April 14, 2020 Council and Authorities Concurrent Meeting**

**Study Session 5:00 PM**

**20-496** International Swim Center Community Recreation Center Project

**Public Hearing/General Business**

**20-1335** Action on the Central Park Master Plan Update and Introduction of an Ordinance in accordance with City Charter section 714.1

**20-199** Action on an Agreement with Innovative Interfaces, Incorporated  
[Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

**Tuesday, April 21, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner 5:00 PM**

**20-1215** Joint Dinner Meeting with Civil Service Commission

**Study Session 6:00 PM**

**20-496** VMT Update

**Special Order of Business**

**20-1401** Recognize Elementary Student Fundraising for Magical Bridge (Placeholder)

**Public Hearing/General Business**

**20-496** Related Santa Clara Quarterly Update

**20-173** **Public Hearing:** Action on the Adoption of the Fiscal Year 2020/21 Municipal Fee Schedule

**Tuesday, May 5, 2020 Council and Authorities Concurrent Meeting**

**Study Session**

**20-172** Review of the Proposed FY 2020/21 & FY 2021/22 Biennial Capital Improvement Program Budget and Operating Budget Changes

**20-496** Staffing and Recruitment Study Session

**Tuesday, May 12, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

**20-187** Update on the Downtown Precise Plan

**Tuesday, May 19, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner 5:00 PM**

**20-1311** Joint Dinner Meeting with Parks and Recreation Commission

**Study Session 6:00 PM**

**20-188** Update on El Camino Real Specific Plan

**Public Hearing/General Business**

**20-127** **Public Hearing:** Action on Resolutions Approving Water, Sewer and Recycled Water Rates to be Effective July 1, 2020 [Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

**Tuesday, June 2, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner**

**20-1216** Joint Dinner Meeting with Planning Commission

**Public Hearing/General Business**

**20-174** **Public Hearing:** Consideration of the Proposed FY 2020/21 and 2021/22 Biennial Capital Improvement Program (CIP) Budget and Operating Budget Changes

**20-496** SVP Quarterly Update

**Tuesday, June 23, 2020 Council and Authorities Concurrent Meeting**

**Consent Calendar**

**20-496** Calling a General Municipal Election to be held on Tuesday, November 3, 2020, for the Election of Councilmembers for District 1, 4, 5, and 6; one City Clerk and one Police Chief

**Public Hearing/General Business**

**20-175** **Public Hearing:** Adoption of the Proposed FY 2020/21 and 2021/22 Biennial Capital Improvement Program (CIP) Budget and Operating Budget Changes

**Tuesday, July 7, 2020 Council and Authorities Concurrent Meeting**

**Public Hearing/General Business**

**20-496**          Agenda Items Pending – To Be Scheduled

**Tuesday, July 14, 2020 Joint Council and Authorities Concurrent and Stadium Authority Meeting**

**Public Hearing/General Business**

**20-496**          Related Santa Clara Quarterly Update

**AGENDA ITEMS TO BE SCHEDULED TO A FUTURE DATE**



## Agenda Report

20-122

Agenda Date: 2/11/2020

### INFORMATIONAL REPORT TO COUNCIL

#### **SUBJECT**

Update on Chief Executive Officer Search for the New Destination Marketing Organization [Council Pillar: Promote and Enhance Economic and Housing Development]

#### **BACKGROUND**

On November 12, 2019, staff provided Council with an update on the formation of the new Destination Marketing Organization (DMO) entity (RTC 19-1257). Council directed staff to report back in 90 days to provide an update on recruitment efforts for a DMO Chief Executive Officer.

#### **DISCUSSION**

Throughout the DMO formation process, there has been a focus on developing new convention and meeting business opportunities for the Santa Clara Convention Center. The City, consultant Jones Lang LaSalle (JLL), Spectra, and the Santa Clara Tourism Improvement District (TID) Advisory Board have been working on developing key priorities, including an updated booking strategy, that would best meet the long-term goals of the new DMO. Being mindful of these efforts, the DMO looks to recruit the best CEO candidate to lead the organization and implement its newly established mission and vision.

Mission: To promote, and drive economic impact to, Santa Clara as the Silicon Valley destination of choice for meetings, business and leisure travel.

Vision: To be a world class destination for innovation, collaboration and exchange of ideas in Silicon Valley.

Since November 2019, the CEO recruitment announcement and brochure were approved and finalized by the DMO Board of Directors (Attachment 1). JLL began researching potential candidates in early January focusing on individuals with the most applicable background and who have experience overseeing successful sales teams. JLL has since engaged SearchWide Global, a full-service executive recruitment firm primarily for companies in the travel, tourism, hospitality, convention, association, and venue management industries. The position was posted by SearchWide on January 30, 2020 and will remain open until filled.

In working with SearchWide, JLL will conduct the applicant screening process with the goal of identifying three to five candidates to be interviewed by the DMO Search Committee and final interviews to occur with the full DMO Board of Directors in March 2020. The anticipated start date for the new CEO is April/May 2020. The CEO search timeline is included as Attachment 2.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California

Environmental Quality Act ("CEQA") pursuant to CEQ Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonable foreseeable indirect physical change in the environment.

**FISCAL IMPACT**

City Council approved an Amendment No. 3 to the Agreement with JLL and related budget modification on January 14, 2020 which included related costs for the CEO recruitment efforts (RTC 20-1465).

**COORDINATION**

This report was coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Note and file report regarding recruitment efforts for a new Chief Executive Officer for the new Destination Marketing Organization.

Reviewed by: Ruth Mizobe Shikada, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. CEO Recruitment Brochure
2. CEO Recruitment Timeline





**Visit Santa Clara**  
**Chief Executive Officer**  
Santa Clara, CA



**YOUR PARTNER IN GROWTH | Position Overview**  
[www.searchwideglobal.com](http://www.searchwideglobal.com) © 2019 SearchWide Global

## OUR POSITION

Santa Clara, California is in the heart of Silicon Valley and an exciting destination for meetings, conventions, business and leisure travel.

## OUR MISSION

To promote, and drive economic impact to, Santa Clara as the Silicon Valley destination of choice for meetings, business and leisure travel.

## OUR VISION

To be a world class destination for innovation, collaboration and exchange of ideas in Silicon Valley.

## OUR GOALS

- Raise awareness about Santa Clara, California as a Silicon Valley, Bay Area, and Northern California destination for overnight visitation.
- Increase overnight visitation to Santa Clara hotels and destination, focusing on filling lower occupancy time periods.
- Generate new convention/meetings/city-wide business through the development of a competitive city-wide package, featuring Santa Clara hotels and the Santa Clara Convention Center.
- Outreach to meeting/event planners and other travel buyers, developing prospects for new business.

## SANTA CLARA CONVENTION CENTER

Are you looking for the perfect place to hold your next event? Santa Clara Convention Center has you covered! Between the flexible space, friendly staff, additional services and multiple accommodations, your event will certainly be a success. SCCC features fully equipped, high-tech facilities that can accommodate events of all types and sizes, including conventions, trade shows, weddings and receptions, corporate meetings, banquets, and any type of special occasion. The ideal, Silicon Valley location, just south of San Francisco offers guests numerous [nearby attractions](#), [hotels](#), [restaurants](#), and [all types of entertainment to explore](#).



With 302,000 square feet of space available, Santa Clara Convention Center, managed by the highly acclaimed Spectra management company, has the perfect space to transform into the vision you have in mind for your meeting, event or special occasion. Take a look at the Santa Clara Convention Center floor plans to get a better idea of our layout to better visualize your meeting here.

Whether you need a simple breakout room for a small business meeting, a gorgeous ballroom for a gala, banquet, or wedding, a large column-free exhibit space for a larger trade show or convention, or a theater for a recital, show, or business presentation, the Santa Clara Convention Center can take care of it all.

Click [here](#) for more Santa Clara Convention Center information.



## THINGS TO DO

Thousands of travelers visit Santa Clara and its many attractions every single year. With everything from fun [family attractions](#) and interactive, educational museums to [historic sites](#), a [college campus](#), and the world's most high-tech stadium, Santa Clara covers all the bases.

Whether traveling for business or pleasure or with friends or family, you will be able to enjoy various [things to do in Santa Clara](#). Spend the day riding rollercoasters, watching unique shows, meeting PEANUTS characters, or even floating down a lazy river, in the summer months, at [California's Great America](#).



The whole family will enjoy hands-on exhibits at the [Intel Museum](#) or see a piece of history at [Mission Santa Clara](#). One of the most popular attractions in Santa Clara is [Levi's Stadium](#). Guests can attend one of the stadium's many exciting events and/or go on a stadium tour.



## PLACES TO EAT

Whether sampling cuisine from fine dining restaurants on an evening out or searching for banquet facilities for an event, visitors to Santa Clara will find a multitude of ethnically diverse culinary choices

## LEVI'S STADIUM

Levi's® Stadium was designed by HNTB and built by Turner/Devcon for the Santa Clara Stadium Authority. The structure takes advantage of our Silicon Valley climate and is predominantly open and airy, while also [environmentally](#) friendly.

Levi's® Stadium is the next generation of stadium design. The \$1.2 billion venue has 1.85 million square feet, seats approximately 68,500 and features 165 luxury suites and 8,500 club seats. One of the most unique features of the facility is the green roof atop the suite tower on the west side of the stadium. The three solar bridges, connecting the main parking area to the stadium includes hundreds of solar panels.



For more information on Visit Santa Clara, click [here](#).

## **POSITION SUMMARY**

Reporting to the Board of the Directors (BOD), the President and Chief Executive Officer is responsible for the newly formed Destination Marketing Organization (DMO). This position will direct policies and affairs of the organization, direct day-to-day operations and ensure the activities of the organization are in alignment with the overall mission and key priorities for the City of Santa Clara.

The President/CEO will direct the overall operations and efforts of convention sales, services and marketing departments including training, motivating and monitoring the performance of the staff in promoting Santa Clara as a premier convention and meeting destination; plan, execute and manage key sales & marketing initiatives; build and devise strategies and provide business analysis; establish departmental objectives and monitor activities and progress toward achieving sales goals; coordinate sales efforts with the Santa Clara Convention Center; and provide an industry leadership role in the convention and hospitality community.

The new DMO is a 501(c)6 with a governing board that represents strategic parts of the tourism industry and overall business stakeholders. The DMO will have a contract with City of Santa Clara, develop annual budgets and marketing plans, and provide regular updates on agreed upon KPI's to the Santa Clara City Council. The DMO Operations Budget is currently under review and will be confirmed upon Santa Clara City Council direction in early February.

## **JOB DUTIES AND RESPONSIBILITIES**

The following statements are intended as general examples of the duties of this position and are not all-inclusive for specific positions. Other reasonable duties may be assigned.

### **Board Responsibilities**

- Works closely with the Board to develop the organization's short-term and long-term strategic plans, leads implementation and reports progress to the Board.
- Supports the Board and its decision making and advancement of its mission.
- Regular communications to keep the Board informed of organizational progress or challenges.
- Reports to the Board monthly or as directed by the Board.
- Provides administrative support for Board policymaking.
- Facilitates and supports the Board and Committees by providing accurate and timely information as well as recommendations and alternatives as a basis for their decision-making.

### **Administration**

- Effectively manages daily operations of the organization including hiring, firing, direction and supervision of all team members, implementation and administration of the policies and procedures approved by the Board of Directors (BOD).
- Selects, trains and coaches senior leadership. Builds strong and competent teams. Fosters a robust talent infrastructure that addresses succession planning needs and promotes internal growth opportunities.
- Creates an environment of high performance, accountability and transparency.
- Directs the activities of the convention sales department and regional sales efforts by monitoring sales activities, providing individual guidance and counseling sales staff to assist them in meeting their established sales goals.
- Ensures that convention services are provided for all customers as needed. Directs and counsels convention services team to ensure that convention services are provided, and any problems identified are resolved in a timely and effective manner.
- Adheres to and executes the contract with the City of Santa Clara with clear reporting and monthly updates on performance.

### **Administration (continued)**

- Develops goals for staff by assigning and distributing accounts and projecting sales quotas. Communicates performance goals to staff and monitors sales activity against goals on a monthly basis. Implementation of an effective sales performance plan.
- Leads and functions as the lead sales and marketing organization to book the Santa Clara Convention Center.

### **Financial Management**

- Develops the annual fiscal year budget and long-term strategic plans; gains approval by the BOD on key initiatives and assigns accountability to staff to accomplish department goals.
- Responsible for achievement of the financial expectations, including SCCC fiscal performance, as per the business plan objectives by continuously reviewing financial performance against plan expectations. Determines and presents corrective course of action to the BOD as necessary.
- Develops departmental budgets and monitors operations and expenditures to ensure that expenses are maintained within budgetary objectives.
- Prepares and/or reviews various reports on a monthly basis to ensure that current information regarding sales is available to Board or stakeholders as needed.

### **Community Leadership and Engagement**

- Builds and fosters relationships with various stakeholder groups (elected officials, municipal staff members, TID lodging businesses, SCCC, Chamber, etc.) to promote the value and mission of the organization.
- Provides superior leadership; acts as a role model for excellence.
- Acts as an agent of change and introduces creative new ideas and strategies.
- Keeps abreast of new developments in the industry by attending various seminars and workshops as approved to promote personal and professional development.
- Establishes and maintains cooperative working relations with the staff of convention center and food and beverage operator and promote coordination of activities and cooperation between the sales staffs of all three organizations.
- Directs monthly meetings with hotel General Managers and Directors of Sales, to review accounts, discuss current issues and results, travel and promotion schedules, advertising opportunities, etc. and to keep them informed of important industry matters.
- Conducts regular one-on-one meetings with hotel GM's.

### **Strategic Planning and Marketing**

- Develops an inclusive goal setting process that involves the internal team, key stakeholders, BOD and government officials.
- Leads the marketing and promotion efforts to grow Santa Clara as a convention, meetings, business and overall visitor destination.
- Develops a singular annual marketing plan in conjunction with SCCC.
- Implements and monitors key metrics on a monthly basis to ensure that the marketing team goal is met.
- Monitors progress against strategic plan objectives, deadlines, and follows action steps in a timely manner to achieve goals.
- Coordinates an advertising program as outlined in the Marketing Plan.
- Coordinates participation in assigned trade shows and industry promotions by planning and organizing member participation and distributing direct mail to prospective customers.
- As opportunities arise, participates in hospitality organizations at a national level to provide visibility for Santa Clara and enhance on-going professional development.

## **WORKING CONDITIONS / ESSENTIAL FUNCTIONS**

1. High ability to create innovative strategic plans.
2. Expert ability to analyze and interpret data.
3. Great communicator.
4. Effective Sales Team oversight
5. Broad variety of tasks and public interactions which will require an irregular work schedule.
6. Will require travel.

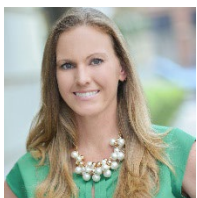
## **JOB QUALIFICATIONS**

1. Bachelor's degree in Business Administration, Community Relations, Advertising/Marketing, Hospitality or another related field or equivalent required. MBA a plus.
2. Minimum of 10 years of experience in the hospitality industry, another CVB or association with a demonstrated ability to achieve positive results.
3. A proven track record of motivating employees through leadership and development abilities. A proven ability to multi-task and make decisions, which positively impacts both short- and long-term business objectives.
4. A proven track record and extensive experience in convention sales and marketing.
5. A self-starter and positive thought leader who is willing to serve as an agent of change and introduce creative new ideas and strategies.
6. A respected professional capable of building strong relationships with a variety of stakeholders.

## **TOP PRIORITIES**

1. Promote and direct sell the Santa Clara Convention Center to increase bookings and utilization of the SCCC as an economic engine for the tourism and hospitality industry.
2. Organize and develop the new DMO including budgeting, initial staffing and other administrative needs.
3. Implement an effective sales strategy including target markets, sales performance and incentive plans.
4. Develop strong and meaningful relationships with all stakeholders/constituents and maintain effective on-going communication with customers, staff, board, convention center, hotel community, industry and community leaders, elected officials, partners and vendors.
5. Develop and deploy the sales team (markets, citywide and in-house hotel) and determine how best to maximize the team's talent.
6. Work closely with the BOD to facilitate preparation of new or revised short and long-term goals.
7. Analyze and evaluate sales goals, measurements and accountability.
8. Learn, understand and integrate into the Santa Clara market. Get involved in local industry associations to promote Santa Clara. Know the destination's strengths and weaknesses including assessment of competitive set.

**If interested in this opportunity, please respond through the [SearchWide Global](#) website or email your resume to the following SearchWide Global Executive:**



**Nicole Newman**, Vice President | SearchWide Global

[www.searchwideglobal.com](http://www.searchwideglobal.com) | [info@searchwideglobal.com](mailto:info@searchwideglobal.com)

480-264-7675 (direct) | 951-640-3745 (mobile)

SearchWide Global is a full-service executive search firm primarily for companies in the travel, tourism and convention, and hotel and lodging industries. We specialize in C-Level, Director and Management level executive searches for companies ranging in size from Fortune 500 corporations to mid-sized public and private companies.

## SILICON VALLEY/SANTA CLARA DMO, INC.

### CEO Search Timeline

[illegible]





## Agenda Report

20-41

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Discussion of, and Possible Direction on, Revenue Measures for the November 2020 Ballot [Council Pillar: Promote and Enhance Economic and Housing Development]

#### BACKGROUND

For cities, revenue to cover services is primarily derived from two sources, taxes and fees for services. The City is in process of evaluating revenue options to address unmet capital infrastructure and future ongoing deficits. Below is a summary of these efforts over the past two years.

In May 2018, the City Council discussed and considered five revenue opportunities including: 1) an increase in the Transient Occupancy (TOT) rate, 2) an increase in the Documentary Transfer Tax, 3) Establishment of a Utility Users Tax (UUT), 4) Establishment of a Cannabis Tax, and 5) Establishment of an Infrastructure Parcel Tax. Council moved forward with a Cannabis Tax option for the November 2018 ballot.

In July 2018, the City Council took action to place a Cannabis Business Tax Measure on the November 2018 ballot. Measure M, the Santa Clara Marijuana Business Tax, was approved by the voters with a 76.68% approval rating. Since then, staff has been evaluating the implementation of similar programs throughout the state and will be providing recommendations to the City Council in a separate report on February 11, 2020.

In January 2019, as part of the City Council's Operational and Strategic Priority Setting Session, staff presented the Ten-Year Financial Forecast for the City's General Fund. This forecast, based on assumptions and known risks at that time, projected deficits of approximately \$1.6 million for FY 2021/22 and \$0.5 million for FY 2022/23 for a total of \$2.1 million. In addition, the forecast showed a narrow surplus margin sensitive to changes in the economy or other changes in known risk factors (e.g. pensions, labor negotiations, etc). At that time, Council provided direction to the City Manager to continue working on two revenue strategy options - increasing the TOT and establishing a UUT.

In May 2019, staff presented to the City Council the first phase of a three-phased cost recovery study on the City's existing fee structure. The purpose of this study was to determine how the City's fees compared to other jurisdictions and to provide data to evaluate the impact of the current level of subsidies on the General Fund. This evaluation indicated that the City is subsidizing the cost of services in an amount of approximately \$22 million. In an effort to close the gap between fees and cost for services, adjustments to Phase 1 fees were approved by the City Council on July 16, 2019. These fees included routine non-development fees including some new and deleted fees. Phase 2 fees, which included development fees and non-development fire fees, were presented to the City Council in a study session on October 22, 2019 and approved on November 19, 2019. The remaining Phase 3 items from this study were presented as part of individual fee workplans for Council



approval. As a result of this review, incremental progress has been made to improve the City's cost recovery rate, freeing up General Fund dollars that can be used to support the City's other unmet needs.

On November 5, 2019, staff presented additional information on a potential TOT measure, an update on UUT exploration, and two potential measures (a parcel tax or general obligation bond) to fund infrastructure needs. The City Council provided feedback and requested a study session to better understand the pros and cons of an infrastructure parcel tax versus a general obligation bond.

The purpose of this report is to provide the Council with the requested study session information related to potential infrastructure revenue measures as well as other revenue opportunities the Council may also wish to consider in the future.

## **DISCUSSION**

During the January 2020 City Council Priority Setting Retreat, staff presented an update to the Ten-Year Financial Forecast for the City's General Fund. As displayed in the table below, the deficit has grown by \$11 million ongoing over the previous forecast. Over the next four years, the deficit is projected to total \$13.3 million ongoing.

**Table 1 - General Fund Ten-Year Financial Forecast**

FY 2021-2031 General Fund Ten-Year Financial Forecast (\$ in millions)											
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Net Operating Margin	(\$4.8)	(\$3.0)	(\$4.9)	(\$0.6)	\$0.1	\$2.3	\$2.7	\$2.2	\$1.4	\$2.9	\$3.5
% of Expenses	(2.0%)	(1.1%)	(1.7%)	(0.2%)	0.0%	0.7%	0.8%	0.7%	0.4%	0.8%	1.0%

Some of the key changes contributing to this decline include a decrease in Stadium Authority revenue (\$2.7 million), labor and other expenditures beyond assumptions (\$4.3 million), CalPERS actuarial change (\$0.7 million) and other further refinement of major revenue projections (\$3.7 million).

In addition to these key changes, the City's infrastructure continues to age, and departments have identified approximately \$190 million in capital project needs over the next five years. However, there is only \$27.5 million currently available in the Capital Budget to fund those projects. It is important to note that of this \$27.5 million, approximately \$10 million is already earmarked to fund required ADA improvements.

As shown in the ten-year financial forecast, the City faces ongoing deficits totaling \$13.3 million over the next four years. This forecast assumes a mild slow down and additional risk factors that have begun to materialize. Strategically, it will be important for the City to close this gap with a combined approach of new revenues, improving the level of cost recovery of our service fees, and evaluating opportunities to reduce costs through changes in services delivery.

The following section provides information on the three revenue measure options previously

discussed by Council for consideration on the November 2020 ballot - an increase in the TOT, a General Obligation Bond and a Parcel Tax.

### **Transient Occupancy Tax**

A Transient Occupancy Tax commonly known as a “hotel tax”, is charged by the City to guests of hotels and short-term rentals within the City. In FY 2018/19, TOT revenue collections totaled \$22.5 million or 9.1% of the City’s General Fund revenue. This revenue is used for general local governmental purposes such as Police, Fire, Public Works, Parks and Recreation, and Libraries. During the November 2018 elections, ballot measures increasing the TOT rates passed in the cities of Los Altos (11% to 14%, phased over three years), Sunnyvale (10.5% to 12.5%), Milpitas (10.0% to 14.0%) and Palo Alto (14.0% to 15.5%). The City of Santa Clara’s current TOT rate is 9.5% which is one of the lowest in the County, as shown in Table 2.

**Table 2 - TOT by Santa Clara County Cities**

Transient Occupancy Tax by City

City	Rate
Gilroy	9.0%
<b>Santa Clara (w/o CFD)</b>	<b>9.5%</b>
Saratoga	10.0%
Fremont	10.0%
Mountain View	10.0%
San Jose	10.0%
Morgan Hill	11.0%
Los Altos	12.0%
Campbell	12.0%
Cupertino	12.0%
Los Gatos	12.0%
Sunnyvale	12.5%
Milpitas	14.0%
Palo Alto	15.5%

In addition to the current TOT rate, in May 2010, the City Council approved the formation of a Community Facilities District (CFD) as part of the Levi’s Stadium project. The CFD includes hotel properties in the vicinity of Levi’s Stadium. These hotel property owners voted unanimously to place a special tax on hotel room nights equivalent to a 2% TOT rate. There are currently eleven hotels that pay CFD special tax. This special tax is pledged to finance portions of the publicly owned infrastructure for the stadium project. With the addition of the CFD, hotel guests currently pay 11.5% at the eleven hotels located around the Stadium and Convention Center, as noted in Table 3 for comparison purposes.

The CFD exists to pay the debt infrastructure improvements related to Levi’s Stadium, which was issued at approximately \$35 million. This debt is secured by and payable solely from the special taxes levied on the hotel properties within the CFD and does not represent an obligation or debt of the City or the City’s General Fund. *Section 10.3 - TOT Credit* in the Disposition and Development Agreement (DDA) states in part that the City may increase the TOT rate from time to time. However, if the City increases the TOT by 1%, the funding amount that would go to the Stadium Authority, once

the debt has been fully paid, would be reduced proportionately.

The City currently has 37 businesses that pay TOT, including online rentals. The majority of these businesses charge hotel guests the 9.5% TOT rate. However, the eleven hotels located in the CFD area provide 75% of the City's overall TOT revenue.

It is important to note that TOT is a volatile revenue source because it is strongly correlated with the state of the economy. For example, in the last recession this revenue source decreased by 28% or \$3.2 million in 2009/10 when compared to the peak of \$11.3 million in 2007/08. In FY 2018/19, this revenue rose to \$22.5 million (normalizing for accruals). While increasing the TOT rate is a viable option, a recession in the future years could substantially reduce this anticipated revenue.

Additionally, it should be noted that the consideration to change the Tourism Improvement District fee from \$1 per occupied room night to a percentage of the gross room revenue has not yet been factored in. This discussion is included in a separate report scheduled for the February 11, 2020 Council meeting.

### **General Obligation Bond**

A General Obligation (GO) bond is a common form of long-term capital project financing. This type of bond can only be used to fund a "municipal improvement," which is most often an acquisition or improvement of real property. The issuance of these bonds requires a two-thirds supermajority vote of the registered voters pursuant to Article XIII C of the State Constitution. GO bonds are secured by levying ad valorem property taxes in an amount deemed necessary to pay the debt service. This amount is in addition to the 1% general ad valorem property tax.

GO bonds are generally based on assessed values (AV) and can be issued for various lengths of time, with the most common being 30-year bonds. As provided by the County of Santa Clara for FY 2019/20, the taxable assessed values for secured and unsecured property are \$38.5 billion and \$7.6 billion, respectively. Based on this information, Table 3 below shows the potential annual debt service payments for \$100 million, \$200 million, \$300 million and \$400 million bond issuances, over a 30 year-period at an interest rate of 5%. It should be noted that these assumptions are used for illustration purposes only. Actual bonds would be issued competitively to ensure the best market rates are obtained for potential future bonds. The table also details the impact to property owners per bond issuance amount. For example, in Option 1, a \$100 million bond issuance would result in an additional \$142 to the property owner's tax bill per \$1.0 million in AV, annually. With each option increase, the tax bill increases by an additional \$141 per year for both secured and unsecured property.

**Table 3 - GO Bond Issuance Comparison**

	Bond Issuance Amount	Interest (5%)	Total Debt	Secured & Unsecured - Rate / \$ 1 M	Estimated Annual Debt Service Payment
<b>Option 1</b>	\$ 100 M	\$ 95.2 M	\$ 195.2 M	\$ 142	\$ 6.6 M
<b>Option 2</b>	\$ 200 M	\$ 190.3 M	\$ 390.3 M	\$ 283	\$ 13.1 M
<b>Option 3</b>	\$ 300 M	\$ 285.5 M	\$ 585.5 M	\$ 424	\$ 19.6 M
<b>Option 4</b>	\$ 400 M	\$ 380.6 M	\$ 780.6 M	\$ 565	\$ 26.1 M

### **Infrastructure Parcel Tax**

A parcel tax is levied on a property owner's property tax bill and can be a fixed amount or based on a factor, such as the building's or land's square footage. This tax can also be for a predetermined period of time or can be permanent. Parcel taxes can be used for operating and program costs in addition to municipal improvements. Per State law, tax proceeds cannot be used to directly pay for debt service. If the City wanted to issue bonds to pay for infrastructure improvements paid for by parcel tax proceeds, there are two options. First, the City could issue lease revenue or certificates of participation bonds paid by the General Fund. Parcel tax proceeds could be used to reimburse the General Fund for those payments. Second, a Special Tax Ordinance could be passed by the City prior to the ballot to use parcel taxes to pay directly for debt service. Approval of this special tax requires a two-thirds supermajority vote.

The most common type of parcel tax is the fixed parcel tax. This tax requires owners of smaller properties to pay the same amount as owners of larger properties. A fixed parcel tax may create fairness issues as owners of lower valued property would pay the same as an owner of a higher valued property (e.g. single-family home and a larger commercial business). Other square footage-based measures based on land size or building size can be considered. It should be noted, as the type of measure increases in complexity, it may be confusing to voters.

Based on the Santa Clara County Tax Assessor 2019/20 Combined Tax Rolls, the total number of taxable parcels is 28,888. The taxable parcels are separated out by land use categories: residential (27,240), commercial (756) and industrial (892). Generally, properties that are exempt from property tax are also exempt from parcel tax.

The City worked with its financial advisor, KNN Public Finance, to analyze the expected tax amount per median parcel if it was based on a flat tax rate, the land size, and the building size. Based on the 2019/20 Santa Clara Secured Property Roll, the median parcel size for land area is 5,850 square feet, while the median parcel size for building area is 1,465 square feet. Table 4 below illustrates the expected cost for each type of parcel tax and the estimated revenue that could be generated by each.

**Table 4 - Estimated Tax Per Median Parcel**

	Parcel Tax Revenue	Fixed Rate	Rate Based on Land Size (per 1,000 sq. ft)	Rate Based on Building Size (per 1,000 sq. ft)
Option 1	\$ 6.5 M	\$225	\$23	\$61
Option 2	\$ 13.0 M	\$450	\$46	\$122
Option 3	\$ 19.5 M	\$675	\$70	\$183
Option 4	\$ 26.0 M	\$900	\$93	\$245

### **GO Bond and Parcel Tax Comparison**

Table 5 below compares several characteristics of a GO bond and infrastructure parcel tax, including the cost to the residents as well as the eligibility of use of funds.

**Table 5 - GO Bond/Infrastructure Parcel Tax Comparison**

	GO Bond	Parcel Tax
Revenue	Lump Sum Up Front	Ongoing or Fixed Term
Term	One-time funding	Can be a permanent tax or approved for a specified period of time
Bonding/Payment of Debt Service	Direct	General Fund Reimbursement or Special Tax Ordinance
Expenditure Use	Capital infrastructure	Capital infrastructure and programs and operations
Approval Needed	2/3 <sup>rd</sup> supermajority	2/3 <sup>rd</sup> supermajority

One consideration between both methods of funding and how the tax is applied is equity and the burden of who would pay for the tax. Based on data from the County of Santa Clara, Table 6 below shows an estimated spread of how the taxes would be collected by property type.

**Table 6 - Comparison of Tax by Property Type**

Property Type	GO Bond Assessed Value	Fixed Parcel Tax	Land Size Based Parcel Tax	Building Size Based Parcel Tax
Residential	58%	94%	57%	53%
Commercial	23%	3%	17%	20%
Industrial	19%	3%	26%	27%

### **Other Revenue Opportunities**

Given the large outstanding backlog of capital infrastructure, it is likely that additional revenue measures will need to be pursued beyond the November 2020 ballot. Other types of revenue

measures that have been used successfully in other jurisdictions include: modernization of the Business License Tax, adjustments to the Documentary Transfer Tax, and application of new Utility User Taxes. Should Council wish to explore these options, additional study and strategic planning would be required to better understanding the viability of each option.

### **Next Steps**

The City is currently in negotiations with a consultant firm to assist with voter education and polling services related to the successful passage of revenue measures on the November 2020 Ballot. Based on Council's direction as to the preferred revenue strategy or strategies, the consultant's scope of work will include, but not be limited to: 1) working with City staff to identify unfunded needs; 2) validating funding priorities through community engagement, voter education and polling; 3) drafting appropriate ballot measure language; and 4) ensuring compliance with election requirements. The following is a general timeline of the steps needed to meet the November 2020 ballot:

- February 2020 - Execute contract for polling and outreach
- March-June 2020 - Polling/outreach to determine community interest/priorities
- May-July 2020 - Evaluate options and make final determination
- July 14, 2020 - Submit final ballot measure for November 2020 ballot

### **FISCAL IMPACT**

There is no impact from the discussion of this report. Funding to provide outreach and community engagement on the ballot measures was included in the FY 2019/20 Adopted Operating Budget. Actual November 2020 ballot costs will vary based on the number of ballot measures registered at the County and a base amount is included in the FY 2020/21 Adopted Budget. Budget amendments, if necessary, for ballot measure costs with the County will be recommended separately for Council consideration. If approved, revenue ballot measures will bring additional funding for public services and capital infrastructure.

### **COORDINATION**

This report has been coordinated with the City Attorney's Office and City Manager's Office.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Discussion of, and Possible Direction on Revenue Measures for the November 2020 Ballot.

Prepared by: Kenn Lee, Director of Finance

Reviewed by: Cynthia Bojorquez, Assistant City Manager

Approved by: Deanna J. Santana, City Manager



## Agenda Report

20-1394

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Discussion and Direction on the Santa Clara Tourism Improvement District (TID) Assessment Formula and Transient Occupancy Tax [Council Pillar: Promote and Enhance Economic and Housing Development]

#### BACKGROUND

A base transient occupancy tax (TOT) is charged to hotel guests when they rent accommodations in a lodging business for a period of less than 30 days. Currently, Santa Clara's base TOT rate is set at 9.5% and as a part of the City's future financial planning, it was identified that increasing the City's TOT rate could be one potential revenue enhancement area Council may wish to consider. A separate report on the February 11, 2020 Council agenda discusses the City's overall fiscal outlook and potential revenue areas.

On November 12, 2019, staff presented City Council with the Santa Clara Tourism Improvement District's (TID) request to establish the TID under the Property and Business Improvement District Law of 1994 and proposed to change the district assessment from \$1.00 per occupied room night to 2% of gross revenue (RTC 19-920). A policy consideration on the conversion of the TID formula is the overall transient occupancy tax (TOT) being charged. As an increase in the base TOT is being considered, Council approved to move forward with the establishment of the new district under the 1994 Law and requested additional comparative data on cities with similar districts and overall TOT.

This report provides information as requested by Council and other options for the TID assessment.

#### DISCUSSION

The lodging businesses within the current TID area collect a \$1.00 per occupied room night fee from hotel/motel guests. This is the same assessment formula that has been used since the TID was formed in January 2005. The lodging businesses in the TID have proposed a change the district assessment to 2% of gross revenue of short-term rentals. As the 11 TID hotels (AC Hotel Santa Clara, Avatar Hotel, Biltmore Hotel & Suites, Element Santa Clara, Embassy Suites, Hilton Santa Clara, Hyatt House, Hyatt Regency, Marriott Santa Clara, the Plaza Suites, and TownePlace Suites by Marriott), are also part of the Stadium Community Facility District (CFD), visitors who stay at a hotel in the TID area are subject to a CFD special tax of 2% of gross room revenue in addition to the \$1.00 fee and the City's base TOT rate of 9.5%. Santa Clara's base TOT plus the CFD special tax places Santa Clara's overall tax and assessment rate at 11.5%.

Based on the proposed levy for the TID of 2%, the overall tax and assessment rates would increase to 13.5% and a potential increase in the base TOT would bring Santa Clara's overall rate on par with Palo Alto's base TOT rate of 15.5% as well as many other destinations regionally and nationally.



**Table 1 - Transient Occupancy Tax by City**

City	Rate
Gilroy	9.0%
<b>Santa Clara (w/o CFD)</b>	<b>9.5%</b>
Saratoga	10.0%
Fremont	10.0%
Mountain View	10.0%
San Jose	10.0%
Morgan Hill	11.0%
Los Altos	12.0%
Campbell	12.0%
Cupertino	12.0%
Los Gatos	12.0%
Sunnyvale	12.5%
Milpitas	14.0%
Palo Alto	15.5%

**Santa Clara TID Compared to Other Local Districts**

Table 1 references the TOT rate by City previously presented to Council. The rates in Table 1 only represents the base TOT and is not reflective of the total taxes and fees paid by travelers to these cities. Of the cities listed, Saratoga, Mountain View, Los Altos, Campbell, Cupertino, Los Gatos, Sunnyvale, Milpitas do not have tourism improvement districts. Staff research discovered that Palo Alto along with several cities along the Peninsula, assess a tourism fee as part of the San Mateo County Tourism Business Improvement District. The assessment is \$0.15 to \$1.00 per occupied room night based on the projected occupancy of each hotel (smaller hotels with limited services and meeting space with lower occupancy pay less than larger, full-service hotels).

Table 2 compares Santa Clara's base TOT and proposed district assessment with Palo Alto and nine other cities in the region with similar districts. When looking at the base TOT rates only, Tri-Valley (8%) and Gilroy (9%) TOT rates are lower than Santa Clara, and Morgan Hill (11%), Richmond (10%), Concord (10%), San Jose (10%), Berkeley (12%), Oakland (14%), San Francisco (14%) and Palo Alto (15.5%) have TOT rates set higher than Santa Clara, with Palo Alto at the highest.

As a potential future increase to Santa Clara's base TOT is being considered as a City revenue source and yet to be determined, an additional 2% was used in the tables for comparison purposes and is highlighted in yellow.

**Table 2 - Comparison with Similar Assessment Districts**

District	Base TOT	District Assessment	Other Tax/ Assessment	Total on \$100 Room Rate
Tri-Valley <sup>(a)</sup>	8%	\$2.00	-	\$10.00
Gilroy	9%	2%	-	\$11.00
Richmond	10%	\$2.00-\$2.50	-	\$12-\$12.50
Morgan Hill	11%	1.5%	-	\$12.50
Santa Clara (current)	9.5%	\$1.00	2%	\$12.50
Berkeley	12%	1%	-	\$13.00
Concord	10%	3%	-	\$13.00
Santa Clara (proposed)	9.5%	2%	2%	\$13.50
Santa Clara (w/ potential TOT increase)	11.5%	2%	2%	\$15.50
Oakland	14%	\$1.50	-	\$15.50
Palo Alto <sup>(b)</sup>	15.5%	\$0.15-\$1.00	-	\$15.65-\$16.50
San Jose	10%	\$1.00-\$3.00	4%	\$15-\$17
San Francisco	14%	1.0625%-2.25%	0.3125%-1.25%	\$15.38-\$17.50

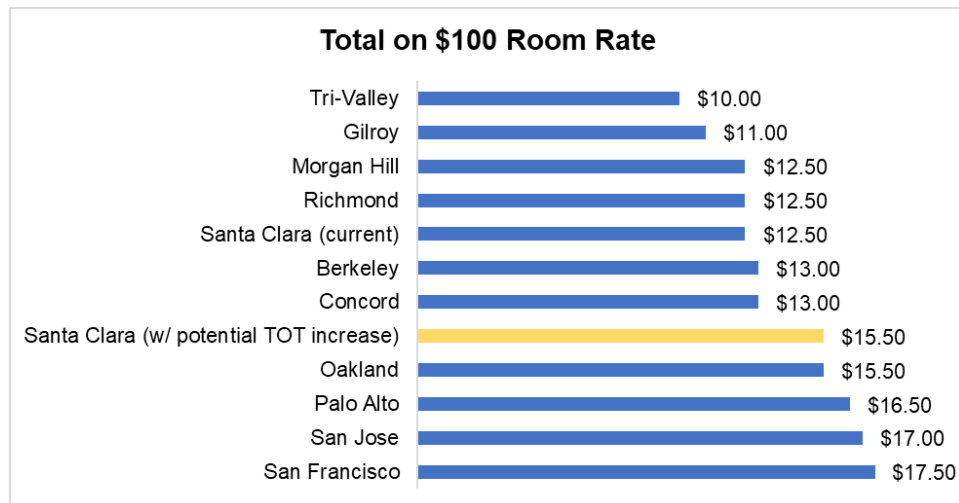
(a) Cities of Dublin, Livermore, Pleasanton and San Ramon, and town of Danville

(b) Of these fees collected by the TBID for visitor services and marketing, approximately 10% is transferred to the Palo Alto Chamber of Commerce to support local visitor's bureau functions.

As shown in Table 2, the district assessments among these cities vary; half charge a fee and half charge a percentage and some cities charge an additional tax/assessment. San Jose assesses a 4% Convention Center Facilities District Tax and San Francisco assesses 0.3125%-1.25% for the Moscone Expansion District. Due to the differences in assessment methods, rather than evaluating based on overall TOT rate, the total cost on a \$100 room rate is calculated to provide a dollar for dollar comparison. This is the most accurate approach to assessing how much a traveler will ultimately pay in Santa Clara compared to others.

The last column on the right --Total on \$100 Room Rate-- shows that guests staying at a hotel in the Santa Clara TID currently pays \$12.50 on every \$100 room rate. This puts Santa Clara in the lower to mid-range of total "out-the-door" fees. The proposed 2% TID assessment would increase the total cost to \$13.50 on every \$100 and a potential 2% or 3% increase in the base TOT would bring the total fee to \$15.50 or \$16.50 on every \$100. Even with both changes, Santa Clara's out-the-door fees would still be on par with Palo Alto and less than San Jose and San Francisco. Graph 1 provides a snapshot comparison of "out-the-door" fees.

### Graph 1 - Comparison to Other Cities in the Region

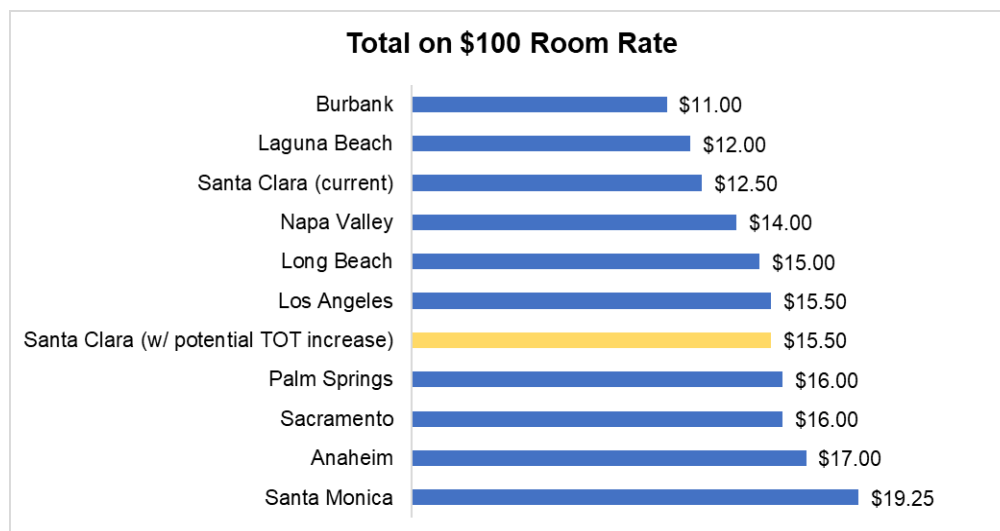


### Santa Clara Would Remain Competitive

When compared to other destinations within California and throughout the Nation, an increase in base TOT and district assessments would not impact Santa Clara as a business travel destination and Santa Clara would still be competitive with other key markets.

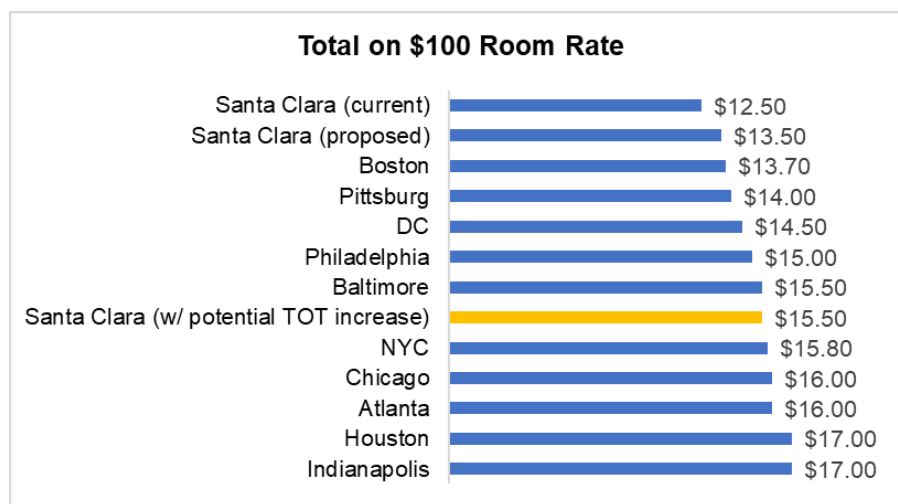
As shown in Graph 2, using the same methodology as above, when Santa Clara is compared to other California cities, Santa Clara's "out-the-door" fees still falls mid-range with Burbank at the lowest at \$11.00 on every \$100 and Santa Monica at the highest charging \$19.25 on every \$100.

**Graph 2 - Comparison to Other California Markets**



In Graph 3, Santa Clara is compared to other key markets in the country. While the comparison cities are larger than Santa Clara, they represent destinations that Santa Clara's business travelers go to frequently. Santa Clara falls in mid-range with Boston at the lowest at \$13.70 on every \$100 and Indianapolis and Houston at the highest at \$17.00 on every \$100.

**Graph 3 - Comparison to Other Key National Markets**



Primary focus customers and core travelers are those from out of the area. Many corporations use event planners that are carefully looking at costs. Corporate sales bring other business - catering, restaurants, events, sponsored experiences - all of which create additional revenue to various businesses in the City. The fact that Santa Clara would still be less out-the-door than other destinations is important for the competitiveness of Santa Clara hotels.

An increase in both the TID assessment and the base TOT could be feasible and would keep Santa Clara hotels competitive as a proposed rate increase would remain below or close to comparison cities and destinations.

#### CFD Special Tax - Future Opportunity

CFD hotel property owners voted unanimously to place a special tax on hotel room nights which took effect October 1, 2014. This special tax was pledged to finance portions of the publicly owned infrastructure for the stadium project, up to a cap of \$35M. While this is a 40-year debt ending December 31, 2054, the City is paying the debt much quicker given the higher CFD hotel collections, averaging \$2M/year for the past few years. If the City continues to pay back the debt at this rate, the debt will be paid off in 15 years (2035). If the City were to pursue an increase to the base TOT of 2% or 3% and change the TID assessment, the overall TOT rate of 15.5% or 16.5% would be temporary. With a base TOT increase of 2% or more, once the CFD debt is paid off, the 2% special tax would no longer apply, and the overall tax and assessment rates would go down by 2%. Of the 31 hotels in Santa Clara, this scenario only impacts the 11 hotels in the TID.

#### Self-Imposed Assessment

The TID assessment has no impact to local taxpayers. The TID assessment differs from the tax because it is requested, approved by, and a direct obligation of the assessed lodging businesses. The assessed lodging businesses may, at its discretion, pass the assessment on to the hotel guests which must be shown on the hotel folio and disclosed to the guest in advance when they book the room.

#### Ongoing Source of Tourism Promotion and Destination Marketing Funds

In previous years, the Santa Clara Convention Visitors Bureau (CVB) had an operating budget of approximately \$2.3M. In addition to TID revenue (approximately \$800K), the CVB received

approximately \$1.5M in City General Fund to support related visitor and tourism operations and activities. During the FY 2019/20 Operating Budget planning process, this subsidy was eliminated as it was anticipated that a combination of funds available in the Convention Center Enterprise Fund and the TID would be sufficient to fund future Destination Marketing Organization (DMO) activities and sustain future efforts.

Maintaining an ongoing source of funding at an adequate level can eliminate the need for future City General Fund support and provide the resources necessary to reintroduce and elevate Santa Clara in the convention and transient markets. Based on a 2% assessment formula, the first-year annual budget is estimated at \$3,750,000. It is important to note that revenues are cyclical and dependent upon economic activity including convention bookings, business travel and tourism. Any decrease from 2% will impact the overall estimated revenue of the TID and the DMO operating budget. The estimated budget levels at different assessment percentages are provided in Table 3.

**Table 3 - TID Assessment Options**

	Previous	Option 1	Option 2	Option 3	Option 4	Option 5
<b>TID Assessment</b>	<b>\$1/N</b>	<b>2.00%</b>	<b>1.75%</b>	<b>1.50%</b>	<b>1.25%</b>	<b>1.00%</b>
<b>TID Revenue</b>	\$ 800,000	\$ 3,750,000	\$ 3,281,250	\$ 2,812,500	\$ 2,343,750	\$ 1,875,000
<b>General Fund</b>	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total CVB/DMO Funding</b>	<b>\$ 2,300,000</b>	<b>\$ 3,750,000</b>	<b>\$ 3,281,250</b>	<b>\$ 2,812,500</b>	<b>\$ 2,343,750</b>	<b>\$ 1,875,000</b>
<b>DMO PROGRAM &amp; SERVICES BUDGET</b>		<b>2.00%</b>	<b>1.75%</b>	<b>1.50%</b>	<b>1.25%</b>	<b>1.00%</b>
Convention Sales, Incentives & Svc.	50%	\$ 1,875,000	\$ 1,640,625	\$ 1,406,250	\$ 1,171,875	\$ 937,500
Marketing & Communications	30%	\$ 1,125,000	\$ 984,375	\$ 843,750	\$ 703,125	\$ 562,500
Administration	15%	\$ 562,500	\$ 492,188	\$ 421,875	\$ 351,563	\$ 281,250
Contingency / Reserve	3%	\$ 112,500	\$ 98,438	\$ 84,375	\$ 70,313	\$ 56,250
City Collection Fee	2%	\$ 75,000	\$ 65,625	\$ 56,250	\$ 46,875	\$ 37,500
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,750,000</b>	<b>\$ 3,281,250</b>	<b>\$ 2,812,500</b>	<b>\$ 2,343,750</b>	<b>\$ 1,875,000</b>

### Dedicated Funding Source

Unlike the tax, the TID assessment funds will not go into the City's General Fund. Instead, funds raised by the TID, as guided by the Management District Plan once the District is established under the 1994 Law, will be submitted to the DMO specifically for the purpose of supporting destination marketing and tourism promotion activities that directly benefit the assessed lodging businesses. DMO programs will be designed to bring in more conventions and overall visitors to the City and is projected to result in an increase in TOT collections and an increase in travel-related sales tax revenues as a result of higher hotel occupancies.

### Fairer Assessment Formula - Percentage Based

The 11 hotels in the TID offer a total of 3,069 hotel rooms with hotel rooms ranging from 107 rooms to 759 rooms. The larger hotels generally have higher average nightly rates and would proportionately pay more into the assessment than the smaller hotels. Average nightly rates vary depending on the time of year and a percentage assessment allows the fee to keep in line with hotels rates as they change.

### ***Lodging Businesses Input***

Lodging businesses in the TID are supportive of the City's efforts to identify potential revenue

strategies and opportunities for Santa Clara; however, feel strongly that a 2% assessment will create the dedicated funding stream and resources needed to put Santa Clara in a position to properly market themselves and the area through the new DMO. A successful TID would likely translate to increased revenue to the City through an increase in TOT. Additionally, increasing overnight visitation has a secondary effect wherein restaurants and other businesses would also generate additional sales tax revenue to the City.

Included as Attachment 1 is a letter to City Council from the TID hotels expressing their position on the proposed 2% TID assessment.

### ***District Formation Process***

With the current TID set to expire June 30, 2020, the process to form the new district under the 1994 Law must be immediately initiated for the new district and the new assessment to take effect July 1, 2020. The target actions and schedule are as follows:

March 17, 2020	<u>City Council - Resolution of Intention Hearing</u> Upon the submission of a written petition, signed by the business owners in the proposed district who will pay more than fifty percent (50%) of the assessments proposed to be levied, the City Council may initiate proceeding to establish a district by the adoption of a resolution expressing its intention to establish a district.
March 18, 2020	<u>Notice</u> The 1994 Law requires the City to mail written notice to the owners of all businesses proposed to be within the new district. Mailing the notice begins a mandatory forty-five (45) day period in which owners may protest the district formation.
April 14, 2020	<u>City Council - Public Meeting</u> City Council must allow public testimony on the formation of the SCTID and levy of assessments. No Council action required. The Public Meeting must be held at least 10 days after the Notice of Public Meeting/Hearing is mailed and at least seven (7) days before the Public Hearing is held.
May 19, 2020	<u>City Council - Final Public Hearing</u> The Public Hearing and Adoption of the Resolution of Formation must be held at least 45 days after the Notice is mailed.
June 30, 2020	Current district expires.
July 1, 2020	New district begins collecting new assessment.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(4) in that this is a fiscal activity that does not involved any commitment to any specific project which may result in a potential significant impact on the environment.

### **FISCAL IMPACT**

Under the current TID, the City administrative fee is \$3,000. Once established under the 1994, the City administrative fee will be equal to 2% of the assessment collected to cover administrative and collection costs.

### **COORDINATION**

This report was coordinated with the Finance Department and the City Attorney's Office.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **ALTERNATIVES**

1. Direct staff to proceed with changing the TID assessment from \$1.00 per occupied room night to 1% of gross revenue of short-term room rentals for future Council consideration.
2. Direct staff to proceed with changing the TID assessment from \$1.00 per occupied room night to 1.5% of gross revenue of short-term room rentals for future Council consideration.
3. Direct staff to proceed with changing the TID assessment from \$1.00 per occupied room night to 2% of gross revenue of short-term room rentals for future Council consideration.
4. Direct staff to commence preparatory work and return to Council to add a November 2020 ballot question which would increase the City's base transient occupancy tax by 2%.
5. Any other action as directed by Council.

### **RECOMMENDATION**

Alternatives 3 and 4

3. Direct staff to proceed with changing the TID assessment from \$1.00 per occupied room night to 2% of gross revenue of short-term room rentals for future Council consideration; and
4. Direct staff to commence preparatory work and return to Council to add a November 2020 ballot question which would increase the City's base transient occupancy tax by 2% for a new base rate of 11.5%.

Reviewed by: Ruth Mizobe Shikada, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. Letter from the Santa Clara TID Hotels

To: Santa Clara City Council  
From: Santa Clara TID Hotels

Date: 1/1/2020

First and foremost, we'd like to take this opportunity to thank the City Council and city staff for their great work in the development of a new direction for Tourism in Santa Clara. There are several milestones that have been accomplished including new professional partners in the Convention Center and a newly formed Destination Marketing Organization with a very focused mission. The Santa Clara TID hotels are very pleased with the direction that is emerging and are very confident that we will see the results of all of the great effort.

When the overall plan was being developed it was predicated on the ability to have sufficient resources to reposition Santa Clara as a "destination of choice" for Conventions and Meetings. This has been the focus of the collective efforts including a newly developed booking strategy designed to bring new large conventions into the Santa Clara Convention Center. This booking strategy will be vital to the future successes of the Santa Clara hospitality industry. In addition to the success of our Hotel industry, these large conventions will create new jobs for the entire workforce of Santa Clara and the greater Silicon Valley. Adding the impact of these additional conventions will have a significant impact on the entire Santa Clara Business Community. The industry anticipates that these new booking processes will be very achievable and have an increase of 35,000-40,000 new convention delegates annually. These new delegates will be staying overnight in Santa Clara hotels and spending their dollars in a variety of restaurants, shopping in our stores and other leisure attractions.

The TID was deliberate in proposing to increase their self-assessed fees to the new 2% fee in support of the efforts mentioned above. It is our intent to develop sufficient funds to increase the convention and meetings activity from these assessments themselves today. To be clear, with very rare exception the Santa Clara Convention Center does not currently host any of these targeted large conventions today. The significant additional dollars that will be raised will give our new DMO and our partners at the Santa Clara Convention Center (Spectra and Levy) the resources to create a multi-year plan to grow this business to the level that we believe Santa Clara can attain.

A preliminary budget has been developed in conjunction with the City that lays out a staffing plan as well as a marketing approach to begin to achieve our goals. We believe it is achievable for the Santa Clara Convention Center to host 15 to 20 of these large conventions on an annual basis. What is important to understand is that "we" are virtually starting from ground zero in reintroducing a new Santa Clara to the National and International decision makers in the Meetings and Convention Industry. This will take a robust marketing effort that is complemented with an aggressive and well-staffed sales operation which will be focused on exceeding the specific goals stated above.

We would urge the Council to support the funding plan that the Santa Clara TID hotels unanimously supports. The fact that we have a unified hospitality industry that is willing to self-



tax themselves for this effort is a competitive advantage for Santa Clara. In addition, the TID hotels understand that the previous resources that were expended by the City in support of these efforts will no longer be utilized when the new assessment amount begins collections.

In closing, on behalf of the TID Hotels, again, we want to express our sincere appreciation for the collaboration up to this point. We are also committed to deliver clear results with complete transparency, with all of the key partners in this effort.

Respectfully,

Eron Hodges  
Tourism Improvement District - Chair



## Agenda Report

20-451

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### SUBJECT

Update and Direction on Commercial Cannabis-Related Items [Council Pillar: Promote and Enhance Economic and Housing Development]

#### BACKGROUND

The passage of Proposition 64, the Adult Use of Marijuana Act (AUMA), on November 8, 2016, legalized personal recreational use by persons 21 and over, and regulated commercial activities related to cannabis. Subsequently, the State legislature passed Senate Bill 94, the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), unifying regulations on medical and non-medical commercial cannabis activities and the personal use of cannabis.

On November 21, 2017, the City Council adopted Ordinance No. 1973, which temporarily prohibited all commercial cannabis activity until January 1, 2019 and imposed reasonable restrictions on marijuana growth for personal use. This Ordinance was further amended on November 27, 2018 and May 21, 2019 to extend the temporary ban of all commercial cannabis activity until June 30, 2020.

As of January 2018, the State of California ("State") began licensing of commercial activity, allowing for six general license types for commercial cannabis businesses: retail (including delivery); cultivation; manufacturing; transportation; distribution; and testing. Prior to the issuance of a State license, the State requires, among other items, a local license if local regulations have been enacted.

As a potential revenue enhancement vehicle, Council directed staff to prepare a ballot measure for November 2018 that would allow the City to collect a Cannabis Business Tax in the event commercial cannabis was permitted in the City. On July 16, 2018, Council adopted Resolutions No. 18-8569 and 18-8570 to call a Special Election to submit a Cannabis Business Tax ballot measure ("Measure M") to the voters of Santa Clara. Measure M was passed with an approval of 76.7% of Santa Clara voters on November 6, 2018. The voters authorized an initial tax rate on commercial cannabis businesses with a maximum rate of up to 10% of gross receipts and up to \$25 per square foot for cultivation and a starting tax rate of three to five percent of gross receipts in the event a commercial cannabis program was established in Santa Clara.

On February 19, 2019, staff presented Council with an update on work efforts related to developing a commercial cannabis regulatory framework and requested direction on key items such as the types of commercial cannabis licenses allowed, initial maximum number of retail storefronts allowed, frequency of collection of business tax, and allowable zoning designations to establish cannabis licenses. Council expressed some reservation in proceeding with the program and requested staff to bring back information on the impact of a potential commercial cannabis program on staffing resources, the history on Angel's Care, an unpermitted medical dispensary that was previously located in Santa Clara, the implementation and management of other cities' cannabis programs, cost

analysis, and cash management.

## **DISCUSSION**

### ***Follow-Up Staff Response***

Below is information in response to Council's February 19, 2019 request:

#### **History on Angel's Care**

Angel's Care was an unpermitted medical cannabis dispensary that operated from 2009 to 2013 at 891 Laurelwood Road. During that time, the Police Department received approximately 36 calls for service at the address. The calls were for a variety of reasons including, but not limited to, burglary alarms, area/security checks, drug related investigation, search warrant service, grand theft, and traffic stops in the parking lot. Most of the calls were resolved with warnings or minor citations for various traffic related issues. Santa Clara County Special Enforcement Team executed an illegal cannabis sales search warrant Angel's Care. The Santa Clara Police Department assisted with those efforts. In 2013, a police report was filed for grand theft from the safe of Angel's Care. The total loss from the grand theft was estimated to be in excess of \$40,000. No arrests were made in the case.

#### **Impact on Public Safety Staffing Resources**

Establishment of a commercial cannabis program will require staffing resources from multiple departments, including the City Attorney's Office, City Manager's Office, Community Development, Finance, Fire, and Police Departments. The Police Department will be the most impacted due to their involvement with monitoring licensed cannabis businesses, conducting inspections, enforcing regulations, and responding to any activities that might result from the presence of licensed cannabis businesses. The Police Department has prepared a Commercial Cannabis Monitoring and Enforcement Report (Attachment 1) that details the scope of their involvement if a commercial cannabis program is established. The report was prepared based on the assumption that Cannabis Business Permits will be issued for three retail storefronts (i.e. dispensaries) and includes a threat assessment, details about staffing needs, and recommendations for monitoring and enforcement requirements.

The Police Department's Community Response Team (CRT) will be primarily responsible for monitoring, inspecting, and enforcing any codes and regulations related to any commercial cannabis activity. Specifically, the CRT will need the following staff to enforce legal activities associated with a commercial cannabis program: 0.25 FTE Sergeant, 1.00 FTE Police Officer, and 0.75 FTE Community Service Officer II (2.00 FTE total). The total approximate annual cost for the 2.00 FTEs is \$524,112 as approved in the Memorandum of Understanding for Bargaining Unit 2. While a Cannabis Business Permit regulatory fee will be full-cost recovery, that fee *will not cover* any additional work efforts associated with investigating and responding to illegal cannabis sales activities by unpermitted cannabis businesses, illegal narcotic organizations/groups, tax evasions, or other financial crimes. It also will not cover the cost of police response to associated or derivative criminal activity, such as theft. It is likely that those investigations will also require additional staffing resources from other departments, such as the City Attorney's Office, City Manager's Office and Finance Department.

#### **Cost Analysis**

The Commercial Cannabis Monitoring and Enforcement Report provides cost estimates for initial one-time program costs (\$36,472) and ongoing annual costs based on equipment, training, current salaries, benefits, and services (\$530,779) as detailed in the table below:

	One-Time Expense	Annual Cost
Personnel*	--	\$524,112
Training	\$3,800	\$3,800
Equipment, and corresponding Replacement Funds	\$32,672	\$2,700
Service Contracts	--	\$167
<b>TOTAL</b>	<b>\$36,472</b>	<b>\$530,779</b>

\*Note: Assumes 0.25 FTE Police Sergeant, 1.0 FTE Police Officer, 0.75 FTE Community Service Officer II. Estimates subject to annual increases, as approved in the Memorandum of Understanding for Bargaining Unit 2

Initial program costs include equipment and training. Ongoing annual costs include salaries, benefits, training, cell service, and vehicle maintenance. The annual cost for Police staff is projected to increase annually due to salary and benefits increases. These cost estimates do not include staffing and equipment costs for other impacted departments, such as the City Attorney's Office, City Manager's Office, Community Development, Finance, and Fire Departments. The implementation of a commercial cannabis program will also require staffing resources to review and approve applications and plans, conduct inspections, monitor and enforce the City's regulations, and collect and review taxes.

In addition, the cost estimate above does not include costs associated with the staff resources required to address unpermitted (i.e., illegal) activity associated with the implementation of a cannabis program.

### Cash Management

While the commercial cannabis industry was traditionally a cash-heavy industry due to many businesses' hesitance to deposit profits into federally regulated banks, many businesses have since established relationships with banks or credit unions and, as a result, are able to accept payment from customers in the form of checks or credit cards. In turn, these businesses are now able to pay the taxes they owe to cities in the same manner. However, there may be some businesses that operate predominantly with cash and prefer to pay their regulatory fees and retail tax with cash. Most cities require cannabis businesses to make their payments on a set date of the month or quarter at their City Hall, sometimes with a security guard present. This additional expense can be paid for by the industry and incorporated into the calculation of the regulatory fee.

### City of San José's Current Commercial Cannabis Program

The City of San José is currently the only city in Santa Clara County that allows all cannabis license types to operate in its jurisdiction. San José currently has 16 permitted cannabis businesses that include retail storefronts that can operate in different areas of the city, including its Light Industrial, Heavy Industrial, and Combined Industrial/Commercial zoning districts.

The San José Police Department's Division of Cannabis Regulations oversees the City's Cannabis Regulatory Program and is responsible for regulating, monitoring, and inspecting the permitted dispensaries in the City. The division consists of a civilian Division Manager (which is equivalent to a Lieutenant or Captain), a Sergeant, three Analysts, and an Office Specialist. The division had an

annual budget of \$2.1 million in FY 2018/19 with the bulk of expenses being salaries and benefits, vehicles, training, office and equipment costs. Staff from other departments also provide support related to the program. For example, Code Enforcement is responsible for investigating illicit/criminal or non-registered dispensaries and grow operations while Finance is responsible for inspecting and regulating the dispensaries' financials. The Division of Cannabis Regulation has shared with our Police Department that criminal, non-registered dispensaries/delivery services and illegal grow operations that operate outside of the protection of the regulatory parameters are problematic because they do not have the police resources available for these types of criminal investigations.

San José's cannabis businesses are required to pay regulatory fees and quarterly tax payments set at 10% of gross receipts. The city's adopted FY 2019/20 budget projects revenue of \$13.5 million from its marijuana business tax, the same amount that was projected for FY 2018/19. Conversations with San José indicate that while the staffing requirement for their cannabis program can be funded through fees collected, additional resources must be in place to address illegal activity.

#### Implementation and Management of Other Cities' Commercial Cannabis Programs

Only a few other cities in Santa Clara County have either adopted cannabis regulations or had active City Council discussions regarding adoption of a regulatory framework in recent years. The jurisdictions that have implemented commercial cannabis programs have experienced much lower tax revenue than originally projected. Below is a summary of the status of regulatory programs in neighboring communities:

**City of Campbell** - Campbell had three cannabis related measures on their April 2017 ballot. Campbell voters approved Measure A, which authorized the City to impose a business tax on cannabis businesses. Measure B, which failed, was a citizens' initiative that would have allowed up to three cannabis dispensaries to operate in Campbell, the delivery of medical cannabis, the cultivation of medical cannabis, and imposed regulations on dispensaries and cultivation. Measure C was a measure that was referred to the ballot by their City Council to compete with Measure B that would continue the City of Campbell's ban on cannabis dispensaries until April 2019, at the earliest, and to allow their City Council discretion over Campbell's cannabis policies after that date. Measure C was approved by Campbell voters. On March 19, 2019, the Campbell City Council accepted an informational report from staff providing an update on State and municipal regulations on cannabis, but there has been no subsequent action to create a regulatory framework for commercial cannabis activity.

**City of Morgan Hill** - Morgan Hill currently prohibits commercial cannabis activities. However, since 2017, the City Council has discussed the benefits and impacts of a regulated cannabis program. In November 2018, Morgan Hill voters approved a tax revenue measure on all cannabis businesses. The approved rates are up to 10% of gross receipts and commercial cultivation at a maximum rate of \$15 per square foot.

**City of Mountain View** - In Fall 2018, the Mountain View City Council adopted regulations that would permit a total of four cannabis businesses, consisting of two storefront retail and two non-storefront retailer businesses. In Spring 2019, the City Council amended their cannabis regulations to permit a maximum number of three non-storefront retail cannabis businesses in the City. All other cannabis businesses are prohibited in Mountain View. No cannabis business currently has permits to operate within the City of Mountain View.

**City of Redwood City** - On November 6, 2018, Redwood City voters passed Measure DD, Cannabis Business Tax, which imposes a gross receipts tax on cannabis businesses that operate or provide services within the City of Redwood City. Redwood City does not allow for retail storefronts. The permit process has taken much longer than anticipated because of State and local permit requirements. Of the six applications in process, one business is ready to begin deliveries. As a result, Redwood City has not yet received any revenue from the six businesses. Because the permit process requires significant staff time for review, the city is considering hiring an outside consultant to expedite the permit process.

**City of San Leandro** - San Leandro City Council adopted an ordinance on April 1, 2019 that enabled the city's three previously permitted medical cannabis dispensaries to conduct retail sales of cannabis for adult use beginning in January 2020. San Leandro has issued three cannabis dispensary permits and there are no further plans to issue additional licenses. The city collected less than \$300,000 in taxes based on its local 6% gross receipts tax. San Leandro originally projected \$500,000 in tax revenue per year.

**City of Union City** - The City Council in Union City adopted a resolution in November 2017 that allows three permits to be issued for the following types of commercial cannabis businesses: cultivation, manufacturing, distribution, testing, and medical dispensaries. The resolution does not allow for permits to be authorized for adult-use dispensaries. Union City held two application processes between 2018 and 2019. To date, no facilities have been opened. Two businesses received approvals and they have been working on meeting the conditions of the approvals. One of the two businesses was awarded their permit in November 2018 and anticipates opening its retail phase in June 2020. They have not confirmed dates for the cultivation, manufacturing and distribution phases. The second business is anticipated to open in September 2020.

### **Next Steps**

It will take significant staffing resources to complete the development of a commercial cannabis program in Santa Clara. As presented at the February 19, 2019 Council meeting, there remains several ordinances and resolutions with key items that require further Council direction including:

- **Health and Safety Regulations:** These modifications to City Code would set the parameters for operating a commercial cannabis business in Santa Clara. They will determine the types of commercial cannabis licenses that would be allowed to operate, the number of licenses issued, and key business operations such as surveillance and security requirements, employee hiring and safety practices.
- **Business License Regulations:** These modifications to the City Code would set the parameters for which a business may apply and be selected to secure a Santa Clara license and the requirements to maintain a license. A companion Resolution would detail the cannabis business license application and selection process, regulatory fees and cash management policy.
- **Land Use Regulations:** While Health and Safety Regulations define the manner in which commercial cannabis may operate, land use regulations set the parameters and conditions on where commercial cannabis activity is allowed. A companion CEQA analysis would also be

required.

The State and local jurisdictions have not achieved the level of cannabis tax revenue as anticipated. As a result, these jurisdictions have been reducing their budget projections and have been examining the possibility of relaxing requirements to open and/or operate a commercial cannabis business.

As mentioned above, the current temporary ban on commercial cannabis activity will end on June 30, 2020. As such, a commercial cannabis program will need to be developed by that deadline unless Council provides other direction.

Given the staff effort necessary to prepare and outreach for potential regulations for Council consideration and the concurrent effort necessary to pursue alternative revenue enhancement opportunities for the November 2020 ballot, staff recommends instituting a permanent ban on cannabis activity.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **FISCAL IMPACT**

There is a no fiscal impact associated with the February 11, 2020 direction to staff other than administrative costs.

As a general estimate, in the past, municipalities expected to generate \$10-\$20 per capita on an annual basis. Applying this factor to Santa Clara, a local cannabis tax measure may generate \$1.2 to \$2.4 million annually. However, it should be noted that the amount of revenue generated for local jurisdictions with relatively new commercial cannabis programs has been less than their original projections.

### **COORDINATION**

This report has been coordinated with the City Attorney's Office and Police Department.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **ALTERNATIVES**

1. Direct staff to prepare an ordinance for Council consideration that will impose a permanent ban on all commercial cannabis activity;
2. Direct staff to develop the remaining ordinances and resolutions for Council consideration that together will form a policy framework to regulate commercial cannabis activity by June 30, 2020;
3. Direct staff to prepare an ordinance for Council consideration that will extend the temporary ban on

all commercial cannabis activity until December 31, 2020;

4. Direct staff to develop the remaining ordinances and resolutions for Council consideration that together will form a policy framework to regulate commercial cannabis activity by December 31, 2020; or

5. Any other Council direction.

### **RECOMMENDATION**

Alternative 1: Direct staff to prepare an ordinance for Council consideration that will impose a permanent ban on all commercial cannabis activity.

Reviewed by Ruth Mizobe Shikada, Assistant City Manager

Approved by Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. Commercial Cannabis Monitoring and Enforcement Report



# **Commercial Cannabis Monitoring and Enforcement**



**Prepared by the Santa Clara Police Department  
January 2020**

## Executive Summary

The City of Santa Clara may authorize three commercial cannabis businesses to operate in designated locations. The businesses will be permitted for multiple uses of cannabis production and distribution as long as there is a valid state license for each use (i.e. indoor cultivation, on site sales, delivery, etc.).

The Santa Clara Police Department will assign personnel to electronically monitor, inspect and enforce municipal codes and regulations related to commercial cannabis activity. Electronic monitoring includes law enforcement access to live/historical video surveillance on the premises, current/historical GPS locations of delivery vehicles and *access to recorded dashboard cameras installed in delivery vehicles (proposed in "Recommendations" section)*. A digital station for electronic monitoring and investigation will be established at the Santa Clara Police Department. The Community Response Team Sergeant and the Community Response Team will be primarily responsible for this program but patrol supervisors will have access to the digital station as well.

City officials and law enforcement personnel will be authorized to conduct inspections of the commercial cannabis businesses to assist in monitoring and enforcing regulations and laws. This report concludes with a threat assessment, list of recommendations, a description of the program's scope/limitations and cost estimates for implementation.

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## Background

In 1996, voters approved Proposition 215, which made it legal under state law for individuals of any age to use marijuana in California for medical purposes. Individuals needed to have a recommendation from a doctor to use medical marijuana. In 2003, the California Legislature legalized medical marijuana collectives, which are nonprofit organizations that grow and provide marijuana to their members. The City of Santa Clara had a collective at one time, called “Angel’s Care”. These collectives were not licensed or regulated by the State of California. Instead, cities and counties regulated where and how collectives grew and donated (“sold”) medical marijuana.

Recently, Proposition 64 was enacted by the State of California. This proposition legalizes adult use of cannabis, creates a system for regulating commercial cannabis businesses, imposes taxes on commercial cannabis and changes penalties for cannabis-related crimes. The City of Santa Clara has tentatively planned to grant **three** permits within our city to conduct commercial cannabis activities. A component (the Community Response Team) of the Santa Clara Police Department will be tasked with monitoring and enforcing the activities of the three permitted commercial cannabis businesses.

All information, assessments, evaluations, projections and estimates were gathered for this report via meetings, research, conversations and interviews with the following sources:

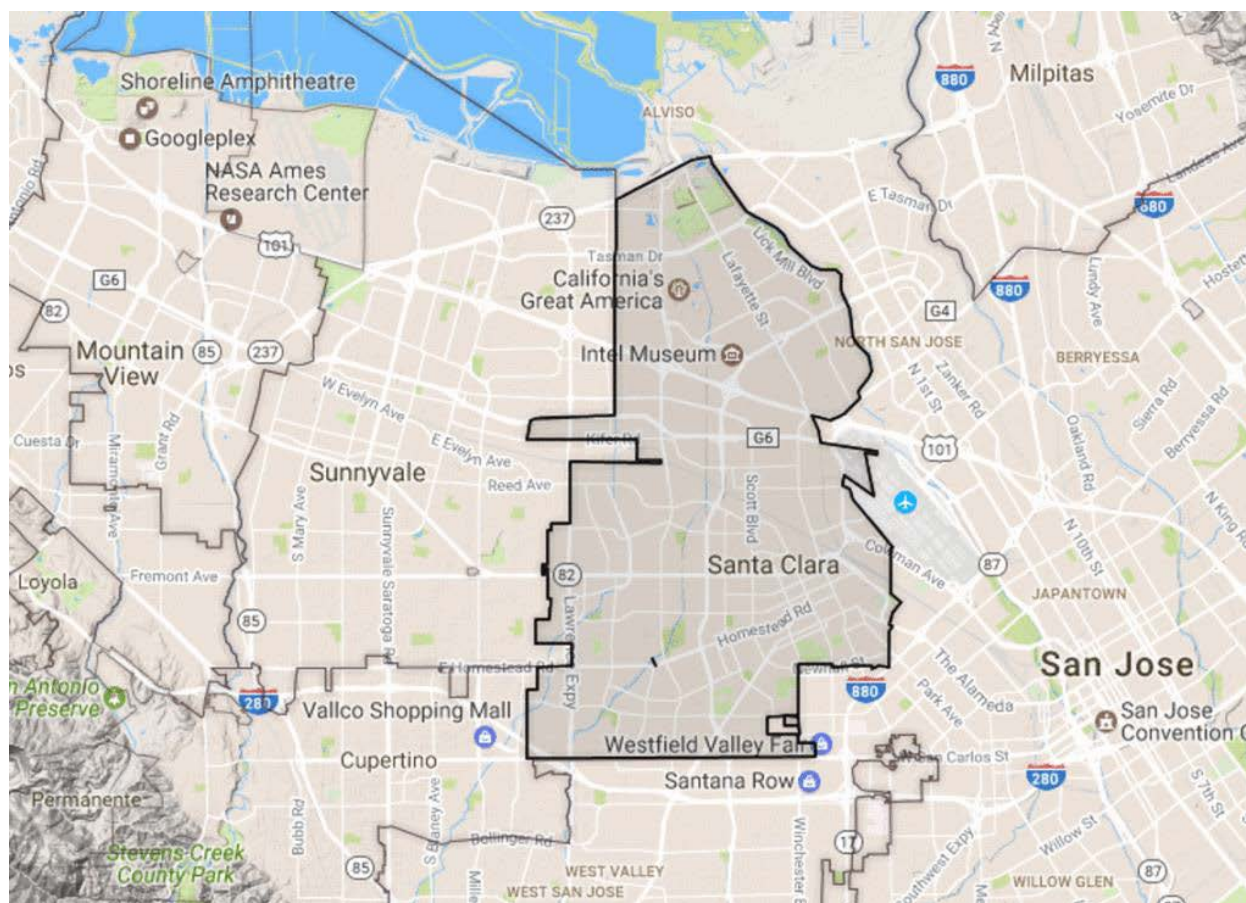
- California State Proposition 64
- San Jose Police Department Sergeant David Woolsey; Division of Cannabis Regulation
- NCRIC Marijuana Training Class Update, October 2018; A look at recreational and medical cannabis and the changing laws
- High Intensity Drug Trafficking Agency Investigative Support Center
- Wendy Sollazzi, Division Manager of the San Jose Police Department Division of Cannabis Regulation

## Commercial Cannabis Locations

If the ordinances and application process are adopted by the council, the City of Santa Clara may begin accepting applications for the three permitted commercial cannabis businesses. The businesses and their proposed locations are not known at the time of this report.

Any commercial cannabis business must qualify for and receive a Cannabis Business Permit (CBP) from the City of Santa Clara and operate only in an allowable zone. Any commercial cannabis business without a state license, cannabis business permit and a land use permit is in violation of our city ordinance.

A permitted commercial cannabis business may **NOT** be located within 600 feet of any school, day care home, recreational center, youth center or other gathering place as required by Section 11362.768 of the Health and Safety Code.



## Municipal Code Violations

Once a permitted commercial cannabis business is operational, the Santa Clara Police Department will be responsible for monitoring, regulating, inspecting and enforcing compliance with state and local commercial cannabis laws. The list below details some, but not all, of the **misdemeanor** municipal code violations applicable to commercial cannabis business operations:

- Cannabis operators are required to **obtain a state license** and maintain operational standard and locational criteria
- A copy of the Cannabis Business Permit shall be displayed at all times in public view.
- No employee of the cannabis business may have a violation of HS 11590 (and all applicable sections)
- The location must maintain adequate exterior and interior lighting
- The location must provide sufficient off-street parking
- The location shall minimize nuisances such as trash, litter and graffiti
- Any and all signage, packaging, and facilities shall not be attractive to minors, as defined by the State of California
- No off-site odors shall result from operations
- All private security officers employed by a licensee shall display a laminated identification badge
- No free samples of any cannabis goods may be distributed at any time
- Shipments of cannabis goods may only be accepted during regular business hours (9am to 9:00 p.m.)
- Smoking, ingesting or otherwise consuming cannabis is not allowed within 100 feet of premises
- All cannabis goods, including those for display purposes, must be securely locked and stored
- Whenever the business is open, they must employ at least one security guard who is hired through a reputable third party security company not affiliated with the dispensary
- Businesses shall be open at least 40 hours a week and the hours of operation may not be earlier than 9am or later than 9:00 p.m.
- The business may only have one exterior sign limited to ten square feet and it may not be externally or internally illuminated
- Deliveries may only be conducted during normal business hours (9:00 a.m. – 9:00 p.m.)
- There shall be no exterior evidence of marijuana cultivation
- The sales of cannabis to minors is illegal

## Electronic Monitoring

In accordance with the City of Santa Clara permitting agreement, operational standards for all commercial cannabis business activities include:

- All interior and exterior locations of the business property shall be **monitored at all times by closed circuit cameras**
  - The system must be of a quality that would allow the sufficient identification of an individual
  - The system shall record **24 hours a day**
  - The system shall be **accessible through the internet**
  - The licensee shall provide secure, **constant and continuous electronic access** to all cameras to the **City of Santa Clara (including police department personnel)** at all times and expressly waive any warrant or other legal process requirement



- Vehicle deliveries associated with the permitted commercial cannabis business shall adhere to the following:
  - All vehicles used in the delivery of cannabis goods must have a dedicated **GPS device** for identifying the location of the vehicle (cell phones and tablets are not sufficient)
    - The GPS device must have a portal allowing for on-demand **access by law enforcement** to ascertain associated delivery vehicle locations
  - Deliveries may only occur during normal business hours of the dispensary
  - Deliveries must be made to a physical address.
  - The combined value of all cannabis goods carried by a cannabis delivery vehicle at any time shall not exceed \$3,000.



*Vehicle Tracker by WBC Fleet*



## Inspections

In accordance with the City of Santa Clara permitting agreement, permitted commercial cannabis businesses must allow certain inspections and searches:

- City of Santa Clara personnel (including law enforcement, fire and building) may enter and inspect the premises without a warrant
  - Manufacturing activity must be included in the application and only conducted after proper inspection and permission from city, fire, police and building officials.
- All records (financial, security and transactions) must be made available to city personnel upon request
- Without a warrant, law enforcement personnel will be allowed to access and download stored video footage from the dashboard cameras of delivery vehicles (*proposed in recommendations*)





## Threat Assessment

Cannabis is a federally controlled substance. Thus, many commercial cannabis businesses are hesitant to deposit revenue/profits into federally regulated banks. Thus, many cannabis businesses keep very large amounts of cash locked and stored in their store, increasing the incentive for burglaries and robberies.

In 2015, 50% of the dispensaries in Colorado reported a burglary or robbery of their business to law enforcement. Locally, San Jose PD has not responded to a single burglary or robbery occurring at one of their 16 commercial cannabis businesses during an approximate three-year operational period.

Projected criminal activity from external violators at the commercial property not associated to the cannabis business is generally low. It is widely known, and it shall be posted via signage on the property, that the premises is monitored via cameras by law enforcement. Cameras should be in all rooms (except bathrooms), burglary alarms should be present, and uniformed security shall be on site (mandated via permit). Interestingly, many commercial cannabis businesses initially hired armed uniformed security guards when they opened their stores. However, after several years of little or no criminal activity on their premises, nearly all commercial cannabis businesses have opted to hire **unarmed** uniformed security personnel as a calculated cost saving measure.

Although not perceived to be prevalent in the industry, a projected moderate public safety concern is the growing trend of robberies against cannabis delivery drivers. During an approximate three-year operational period with 16 active commercial cannabis businesses, the San Jose Police Department responded to a few (about 1-3 incidents total) robberies involving vehicle deliveries of cannabis. In an effort to mitigate this threat, several suggestions are listed in the ***“Recommendations”*** section of this report. The suggestions include **mandatory dashboard cameras with law enforcement access** and **limiting the combined total of goods and currency to \$3,000 total**.

As a safety precaution, city personnel should be aware it is becoming increasingly more common amongst cannabis grow house operations to deploy hazardous pesticides in violation of agricultural regulations and standards. Additionally, grow operations commonly violate building codes related to electric regulations resulting in fire hazards.

## **Proposed SCPD Cannabis Digital Station Location**

The purpose of the digital station is to provide patrol supervisors and the Community Response Team Sergeant a designated location to monitor and investigate violations and criminal activity associated to commercial cannabis businesses. The digital station will include a working station, computer and two large monitors. From the station, the supervisor will have the ability to view live camera feeds of the commercial cannabis business and access current/historical GPS data of cannabis vehicle deliveries. The cost of this digital station is approximately **\$3473.91**.

The proposed location of the work station is in the Community Response Team Office. This central location at the police department would allow any working patrol supervisor to access the digital station. As the primary investigator and user, the Community Response Team Sergeant and officer could easily access this digital station as well.

## Recommendations

- Vehicle Deliveries
  - All delivery vehicles shall install two interior dashboard cameras with the capability of recording and storing footage for at least 7 days
    - One camera shall capture the interior passenger compartment. The other camera shall point outward from the front dashboard and provide a driver's exterior point of view
    - Without a warrant, the footage shall be accessible to law enforcement upon request via a standard USB device and hard-drive computer download
    - The purpose of this requirement is to deter and assist in the investigation of criminal activity that occurs during commercial cannabis deliveries; especially robberies
- Commercial cannabis businesses shall purchase the following vehicle tracker from the City of Santa Clara:
  - Make = **WBC Fleet**
  - Model = **CALAMP LMU-3030 OBD11**
  - **\$50 per unit** (one-time fee) and **\$11 a month** per tracker afterward

San Jose PD utilizes this make/model because it allows them to see all vehicle trackers assigned to all commercial cannabis businesses via one computerized platform with associated identifiers.

The most efficient way for police personnel to monitor vehicle trackers from numerous businesses is to open an account with WBC Fleet, purchase trackers through the company and assign them to delivery vehicles. The commercial cannabis business would then reimburse the City of Santa Clara for the cost of initial purchase and monthly operation (\$50 per unit, \$11 a month).

- Based upon known industry standards, each commercial cannabis business has *about* 3 to 5 delivery vehicles. With 3 commercial cannabis businesses in the City of Santa Clara, the estimated total cost of this program would be about **\$1,638 to \$2,730 annually**. However, as previously mentioned, the commercial cannabis business would pay the City of Santa Clara for the trackers and pay for the monthly service fee. Thus, the cost would be almost entirely offset.
- Install the commercial cannabis monitoring work station in the Community Response Team Office. This central location at the police department would allow any working patrol supervisor to access the digital station. As the primary investigator and user, the Community Response Team Sergeant and officer could easily access this digital station as well.
  - The approximate cost of purchasing and installing the necessary equipment for this work station would be about **\$3473.91**. Please see the below cost estimate.
- Cannabis delivery vehicles should not be permitted to transport **cannabis and currency** with a total value exceeding \$3,000.

## Limitations and Scope

The purpose of this program is to monitor, enforce and regulate the **permitted** commercial cannabis businesses in the City of Santa Clara. Professional monitoring and enforcement activities will increase the quality of life for Santa Clara residents by ensuring compliance with permitted regulations.

Commercial cannabis monitoring does **NOT** include:

- The investigation or enforcement of the illegal sales of marijuana by unpermitted businesses or other illegal narcotic organizations/groups
  - These complaints and investigations should continue to be funneled through the Patrol Division and forwarded to the Investigations Division as appropriate.
- The investigation or enforcement of tax evasion
  - Tax evasion and financial crimes should be forwarded to the Investigations Division as appropriate.



## Cost Estimates

	One-Time Expense	Annual Cost
Personnel		\$524,112
Training	\$3,800	\$3,800
Equipment, and corresponding Replacement Funds	\$32,672	\$2,700
Service Contracts		\$167
<b>TOTAL</b>	<b>\$36,472</b>	<b>\$530,779</b>

### Personnel

The Police Department estimates the staffing needs to enforce cannabis at 25% of a Sergeant, 100% of a police officer and 75% of a Community Service Officer. All expenses were calculated in January 2020, at Step 5.

Classification	Salary	Benefits	Total Cost at 100% each	Total Modified Cost
Police Sergeant	\$209,126	\$144,986	\$354,112	25% = \$88,528
Police Officer	\$179,959	\$125,630	\$305,589	100% = \$305,589
Community Service Officer II	\$107,267	\$66,060	\$173,327	75% = \$129,995
<b>TOTAL</b>	<b>\$496,352</b>	<b>\$336,676</b>	<b>\$833,028</b>	<b>\$524,112</b>

### Training

Included are expenses related to registration, travel, lodging, meals associated with sending three (3) staff to attend the California Narcotics Officer Association Conference. Due to staff rotations, current trends and new legislation, this expense is captured on an annual basis.

### Equipment

The Police Department anticipates needing a vehicle with Code 3 equipment (\$27,000, plus annual contribution to equipment replacement fund of approximately \$2,700), GPS vehicle trackers (\$50 per unit, plus \$11 monthly), cell phone (\$700 per phone with case, plus \$13 monthly), laptop (\$1,448) and a digital station with accessories (\$3,473).

## Potential Community Impact

In California and Colorado, many jurisdictions that permit commercial cannabis businesses have discovered the following:

- Projected tax revenues from commercial cannabis businesses have been consistently overestimated and the financial impact to city/county/state budgets have been arguably negligible

Commercial Cannabis Monitoring and Enforcement  
Santa Clara Police Department - January 2020

- Despite safeguards attempting to limit underage use, there are reported increases in local marijuana use among persons ages 12 – 17 in jurisdictions with commercial cannabis businesses
- There are reported increases in marijuana possession and marijuana related incidents at high schools and middle schools in jurisdictions with commercial cannabis businesses
- In addition to commercial cannabis monitoring and enforcement responsibilities, law enforcement agencies have noticed an increase in calls for service locally related to cannabis use
- Commercial cannabis businesses have not spurred local economies as potentially projected.



## Agenda Report

20-192

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

Declaration of a Vacancy for Council District 5 and Options to fill the Vacancy [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND**

Councilmember Patricia Mahan submitted a letter of resignation on January 22, 2020 with an effective date of February 1, 2020, thereby creating a vacancy for Council District 5 for a partial term ending November 2020.

#### **DISCUSSION**

Santa Clara voters on November 8, 2016 passed Measure Q, concerning filling vacancies and amended the City Charter to provide that vacancies in any elective office of the City be filled by a four-fifths (4/5) vote of the City Council and to require that persons appointed to fill vacancies occurring in the first half of a term of office shall hold office until the next general municipal election.

Santa Clara City Charter - Section 703 Vacancies states:

A vacancy in any elective office of the City, including Mayor, City Council, Chief of Police Department, and City Clerk, from whatever cause arising, shall be filled by appointment by the City Council by a four-fifths (4/5) vote of the remaining members.

In the event the City Council shall fail to fill a vacancy by appointment within thirty (30) days after such office shall have been declared vacant, it shall forthwith cause an election to be held to fill such vacancy. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent, provided that if the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general municipal election, the person appointed to fill the vacancy shall hold office until the next general municipal election that is scheduled 130 or more days after the date the City Council is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

Under this section, Council may appoint someone to fulfill the term of this vacant council seat, but it must do so within 30 days of February 11, 2020. If Council does not make an appointment by March 12, 2020, then the office will remain vacant until a new Councilmember is elected on November 3, 2020.

#### **Appointment**

The City Charter does not specify any particular process for making an appointment. City Council has engaged in several different processes in the past, including deciding not to appoint. It is staff's

recommendation that the City Council utilize an appointment process similar to the current process for appointments to City Boards and Commissions.

An action to appoint requires a 4/5ths majority vote of the remaining Council Members. Given the Council has only 6 remaining members, four-fifths of 6 is 4.8 which rounds to 5; therefore, an appointment requires 5 affirmative votes.

Past City practice has been to conduct Council interviews during a Council meeting. It should also be noted that the Council may by motion on a 4/5ths majority vote appoint a Councilmember directly on the basis of the written applications and without following the proposed outlined process, as long as an appointment is made before March 12, 2020.

Under the current Charter, the appointee must be a resident of the City and a qualified registered voter of the City. The Superior Court's requires the candidate who runs for and is elected in November 2020 for this seat must reside in District 5. We therefore recommend that Council only consider District 5 residents for appointment.

Staff further recommends the following schedule for proceeding with the appointment process:

February 12, 2020 Solicit applications from interested persons in Council District 5

February 21, 2020 Submission of applications from interested persons for Council District 5 due in the City Clerk's Office by 5:00 p.m.

March 2, 2020 Conduct a special City Council meeting at 5:00 p.m. to interview and appoint one candidate to fill the partial term ending November 2020

### **Election**

If the City Council does not appoint anyone to the office by March 12, 2020, the position will remain vacant until the November 3, 2020 election.

### **FISCAL IMPACT**

The fiscal impact will depend on the City Council's determination. If the City Council chooses to appoint to fill the vacancy, the cost would be limited to the staff time necessary to implement the appointment process. If the City Council does not choose to appoint, there will be no additional cost to the City, the November election has been budgeted.

### **COORDINATION**

This report was coordinated with the City Attorney's Office.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the



public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

1. Declare District 5 Council seat vacant; and
2. Staff makes no recommendation as to whether Council should pursue the appointment process or choose to keep the seat vacant until the November 2020 election.

Reviewed by: Brian Doyle, City Attorney

Approved by: Hosam Haggag, City Clerk



# City of Santa Clara

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## Agenda Report

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**20-145**

**Agenda Date: 2/11/2020**

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**SUBJECT**

Verbal Report from City Clerk regarding March 2020 Election [Council Pillar: Enhance Community Engagement and Transparency]



## Agenda Report

20-206

Agenda Date: 2/11/2020

### REPORT TO COUNCIL

#### **SUBJECT**

City Councilmembers' Town Hall Meetings with the Community [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND**

As part of the yearly Council Priority Setting Session, the Council discussed the desire to "Enhance Community Engagement and Transparency" as a top goal. As part of the discussion, one key attribute to enhanced community engagement was providing more opportunities for the residents to discuss issues with their elected officials in their neighborhoods outside of regularly scheduled Council Meetings.

#### **DISCUSSION**

One of the challenges residents face with engaging with their elected officials in a Council Meeting is the limited opportunity and time afforded to them for items not on the official meeting agenda, in addition to the uni-directional communication resulting in a non-agendized item of discussion. Residents have little other formal avenues of engaging with their elected officials in an open and public setting for their concerns to be heard and questions to be answered.

To facilitate more opportunities for residents to engage with their elected officials, the City Clerk is proposing that Councilmembers avail themselves to the residents on a regular basis in a free-form setting unlike that of a City Council Meeting. These series of meetings would be in the form of an open-mic Town Hall, where Councilmembers would be scheduled to appear at a time convenient to residents based on a pre-determined and advertised schedule. The City Clerk would facilitate, not moderate, the discussion, allowing residents to ask questions of their elected officials and raise concerns and make their voices heard.

There are several models that the Council can explore. One possible and recommended model is the following:

- The Town Halls are held on a monthly basis.
- Each month's Town Hall would be host to 2 Councilmembers, based on district, on a rotating basis.
- Town Hall meetings are held at the 3 public libraries, to facilitate easier attendance by residents in those neighborhoods.
- Given the rotating basis of the Town Halls, and hosting 2 Councilmembers per Town Hall, Councilmembers would be participating in a Town Hall once every 3 months.
- Residents can attend any monthly Town Hall, not necessarily just the Town Hall in which their district's Councilmember is participating.
- Following such a model would allow for Councilmembers of District 1 and 2 to participate at

the Northside Library, Councilmembers of Districts 3 and 4 to participate at the Central Library, and Councilmembers of Districts 5 and 6 to participate at the Mission Library.

- The Mayor would be free to participate in any of the available Town Halls.
- The Town Halls would be televised and livestreamed to residents.

Any variations can be made to the model recommended above, including the frequency of the Town Halls, Councilmembers co-hosting the Town Halls or conducting them individually or the locations of the venue. If alternative models are desired, consideration should be made to ensure that a majority of Councilmembers are not actively participating in the Town Hall meetings.

### **FISCAL IMPACT**

The fiscal impact will depend on the City Council's direction and willingness to participate on a per-Councilmember basis. If the City Council chooses to actively participate in such a Town Hall series, the cost will primarily be on staff time to support these activities, any potential facility costs, as well as costs for community outreach in publicizing the events to the community.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

The City Clerk recommends that Council approve the proposed/recommended Town Hall model, or any other model the Council feels appropriate, including authorization of the necessary budget to proceed.

Approved by: Hosam Haggag, City Clerk



# City of Santa Clara

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## Agenda Report

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20-95

Agenda Date: 2/11/2020

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### REPORT TO COUNCIL

#### **SUBJECT**

Update on City Council and Stadium Authority Staff Referrals [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND AND DISCUSSION**

During Council and Stadium Authority meetings, the City Council or Stadium Authority Board provide direction on policy issues or refer information requests to staff for follow-up.

The purpose of the City Council and Stadium Authority Referrals Update is to provide the City Council/Stadium Authority Board and the public a current status report. Completion of the referrals may be communicated by various means such as: Report to Council, Information Memorandum provided through a Council Agenda, City Manager Biweekly Report/Blog, or a City Manager/Executive report out during a future Council meeting.

The Referrals list will be published in the Council agenda packet under the "City Manager/Executive Director Report" section of the Council Agenda. Reports will include both open and closed referrals.



**City of  
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The Center of What's Possible

**CITY COUNCIL AND STADIUM AUTHORITY STAFF REFERRALS  
FOR FOLLOW-UP/ACTION**  
Updated 2/4/20



	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed
1.	1/31/20	Council Priority Setting Session	Public Works to prepare a letter for Mayor to send to Chappie Jones (a positive letter requesting San Jose to keep the City informed if they have specifics on an Innovation Zone project for Santa Clara to consider that does not impact residents)	Public Works	TBD	
2.	1/28/20	Council Meeting	Return in March with a Resolution in support of 2020 Census	City Manager	March 2020	
3.	1/28/20	Council Meeting	Respond via the City Manager's Biweekly Report when the information on alternate leasing plan for department stores at Related Santa Clara Project will return to Council	City Manager	TBD	
4.	1/28/20	Council Meeting	VTa Transit Oriented Communities referred to Council Priority Setting Session on 1/30 and 1/31 to provide information on staff impact. (At the Priority Setting Session, Council requested that staff schedule a study session.)	City Manager/ Public Works	TBD	
5.	1/14/20	Council Meeting	Michael Fisher spoke during Public Comment about a small development project he undertook at his residence on Civic Center Drive. He had complaints about the process and the requirements that were placed on the project. (Assistant City Manager Manuel Pineda and Public Works Director Craig Mobeck met with Mr. Fisher on 1/24/20; City Manager provided a verbal report at the 1/28/20 Council Meeting; Assistant City Manager Manuel Pineda will follow up with a letter to Mr. Fisher.)	City Manager/ Public Works	February 2020	<b>2/4/20</b>
6.	1/14/20	Council Meeting	Architectural Review Ordinance – Continued to add new language to Ordinance for certain projects that would trigger Public Hearing	City Attorney/ Community Development	1/28/20	<b>1/28/20</b>
7.	1/14/20	Council Meeting	Communications Consultant Agreements – Staff to add language to agreements to have agreements reviewed annually	City Manager	TBD	
8.	12/17/19	Council Meeting	Initiate discussions with Santa Clara Unified School District regarding Healthier Kids Foundation services	Parks & Rec/ City Manager	2/5/20	
9.	12/10/19	Council Meeting	Add labor peace provision to GreenWaste Agreement	Public Works	2/28/20	
10.	12/3/19	Council Meeting	Regarding Council Policy 030 – Adding an Item on the Agenda – return to Council with an amended policy replacing the word consensus with Council action	City Attorney/ City Manager	2/11/20	
11.	11/19/19	Council Meeting	Exclusive Negotiations Agreement with Republic Metropolitan LLC for the site located at 500 Benton Street – return to Council in 120 days with a term sheet, a drinking well study and discussion on the preservation of historical railroad property	City Manager	March 2020	



**City of  
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The Center of What's Possible

**CITY COUNCIL AND STADIUM AUTHORITY STAFF REFERRALS  
FOR FOLLOW-UP/ACTION**  
Updated 2/4/20



	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed
12.	11/12/19	Council Meeting	Provide a comparison of the district assessment/TOT with other cities – are there other cities that also have the same type of district assessment? What are the Pros and Cons of the TID assessment change taking into consideration overall TOT? How do the TID Hotels feel about an increase in TOT (potentially 3%)	City Manager	2/11/20	
13.	11/12/19	Council Meeting	Destination Marketing Organization – Report back to Council in 90 days regarding CEO search; include detailed timeline for hiring of CEO	City Manager	2/11/20	
14.	11/12/19	Council Meeting	Provide update on the International Association of Science Parks (IASP) Conference in 2021 to the Economic Development, Communications and Marketing Committee	City Manager	Fall 2020	
15.	11/5/19	Council Meeting	Schedule a Study Session regarding the pros and cons of General Obligation (GO) bonds and parcel tax	Finance	2/11/20	
16.	10/29/19	Council Meeting	Regarding GIS system, provide biannual updates via the City Manager/Executive Director Report at Council meeting	IT	April 2020	
17.	10/29/19	Council Meeting	Provide options for the \$750,000 commitment from Levy for community enrichment	City Manager	March 2020	
18.	10/22/19	Council Meeting	Staff to return with budget appropriations in the budget cycle to improve the gazebo area at Mission Branch Library	Finance	May 2020	
19.	10/8/19	Council Meeting	Staff to review the expenditure limits for November 2020 – to designate appropriately the expenditure limit for Districts vs. At-Large seats	City Clerk/ City Manager	February 2020	
20.	9/24/19	Council Meeting	Staff to review the potential for rebates for the purchase of electric bicycles	SVP	Spring 2020	
21.	9/24/19	Council Meeting	Staff to review the Ordinance and enforcement of illegal street food vendors	Police	Spring 2020	
22.	8/27/19	Council Meeting	Agendize Korea Town designation for a future Council meeting and return with information about outreach and what Sunnyvale is doing on El Camino Real	City Manager	2/25/20	
23.	7/9/19	Council Meeting	Add Lawn Bowl Clubhouse Project to a future agenda and return with information on costs of installation of module. Staff to notify Lawn Bowl Club of Council meeting date so they may update Council on their fundraising efforts.	Parks & Rec	March 2020	
24.	7/9/19	Council Meeting	Update on age-friendly activities per commission annual Work Plan	Parks & Rec	February 2020	
25.	6/4/19	Council Meeting	Councilmember O'Neill to provide more clarity on Innovation Zone referral (on 11/19/19 Council deferred this item to the January Council Priorities and Goal Setting Sessions).	City Manager	1/30 – 1/31/20	<b>1/31/20</b>
26.	6/4/19	Council Meeting	Regarding bicycle and scooter share devices: staff to bring back final plan for Council approval – Council asked staff to further look into items such as outreach events, insurance, speed monitoring, data, fee structure and drop-off locations (on hold – pending other public entities' litigation)	Public Works	TBD	



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FOR FOLLOW-UP/ACTION**  
Updated 2/4/20



	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed
27.	4/30/19	Council Meeting	Number of public transit riders for large stadium events	49ers Stadium Manager	TBD	
28.	4/30/19	Council Meeting	Ask Stadium Manager for analysis to support their position that reducing the cost of parking would likely adversely impact public transit ridership, resulting in more cars on the roads	49ers Stadium Manager	TBD	
29.	4/25/19	Council Meeting	City Clerk Haggag to work with City Attorney's Office on next steps for enforcing the Dark Money Ordinance and the Lobbyist Ordinance	City Attorney/ City Clerk	2/10/20	
30.	4/9/19	Council Meeting	Street Racing and Sideshows: take steps to make the 2004 ordinance operative and increase enforcement within existing resources	Police	2/25/20	
31.	11/27/18	Council Meeting	TID: Reconciliation of reserve fund; disclosure of legal fees as determined by the performance auditor; and develop a subsidy policy	City Manager	March 2020	
32.	10/9/18	Council Meeting	Dedicate Jerry Marsalli Community Center at grand opening of the facility	Parks & Rec	Spring 2020	
33.	10/2/18	Council Meeting	Amend sign ordinance to prohibit signs on public property	Parks & Rec/ City Attorney	Spring 2020	
34.	7/10/18	Council Meeting	Annual update on PD community engagement efforts	Police	Spring 2020	
35.	3/13/18	Council Meeting	Develop a Stadium Authority Financial Reporting Policy in conjunction with the Stadium Authority Auditor and the external auditor	Finance	August 2020	





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**COMPLETED 2019**  
**CITY COUNCIL AND STADIUM AUTHORITY STAFF REFERRALS**  
**FOR FOLLOW-UP/ACTION**  
Updated 2/3/20



	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
1.	7/9/19	Economic Development, Communications and Marketing Committee	Procure additional resources to support communications and marketing of local activities to enhance community's awareness of municipal services and activities	City Manager	January 2020	1/14/20	Reported at Council Meeting
2.	12/10/19	Council Meeting	False Alarm Ordinance – Continue item to 1/14/20 for staff to conduct broader public outreach and gather public input	Police/ City Attorney	1/14/20	1/14/20	Reported at Council Meeting
3.	12/10/19	Council Meeting	False Alarm Ordinance – Police Department to follow up with resident regarding financial assistance for fees	Police	1/14/20	1/14/20	Reported at Council Meeting
4.	12/17/19	Council Meeting	Community Room Study Session – Continue item to 1/14/20 and return with responses to Suds Jain's questions regarding reservation process, rates for facilities at Oracle and houses across the street behind Triton, and provide a master list of facilities and who to contact for reservation	Parks & Rec/ City Manager	1/14/20	1/14/20	Reported at Council Meeting
5.	9/18/19	Economic Development, Communications and Marketing Committee	The Committee referred for Council consideration a request to the City Council to terminate the billboard agreement with All Vision, LLC (staff in process of analyzing further)	City Manager	January 2020	1/9/20	Letter sent from City Manager to All Vision on 1/9/20; Memo to Council from City Attorney on 1/9/20
6.	12/3/19	Council Meeting	Provide a verbal report to Council under the City Manager/Executive Director section of the agenda on the status of contracting for the addition of a noise monitoring device for airport noise	City Manager	TBD	12/18/19	Email sent to Council from City Manager on 12/18/19
7.	4/23/19	Council Meeting	Children's Health Screening Service Model: statistics on case management and procurement of services	Parks & Rec	12/17/19	12/17/19	Reported at Council Meeting
8.	8/20/19	Council Meeting	Staff to return with report on establishing an ad-hoc committee to make recommendations regarding VTA Governance	City Manager/ Public Works	12/17/19	12/17/19	Reported at Council Meeting
9.	8/27/19	Council Meeting	City North Framework – Accept report to allow staff to continue work on the project with direction to staff to return with more specific policies for density, building height, and traffic mitigation	Community Development	12/10/19	12/10/19	Reported at Council Meeting



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Updated 2/3/20



	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
10.	11/5/19	Council Meeting	Regarding the request to annex two hotel parcels (AC Hotel and Element Hotel) into the Community Facilities District, staff to report via the City Manager's Biweekly Report/Blog the estimated revenue from the special Transient Occupancy Tax	Finance	12/6/19	12/6/19	Biweekly Report
11.	7/9/19	Economic Development, Communications and Marketing Committee	Review if any legal restrictions exist for the City to post or advertise non-City sponsored events on the City's website or social media outlets	City Attorney	TBD	12/2/19	EDCM Committee Meeting (RTC 19-1330)
12.	9/17/19	Council Meeting	Stadium Financial Audits – Forward comments and suggestions from the Stadium Authority Board to KPMG regarding the financial audits and seeking support documentation for the data in the audit reports	Finance	November 2019	11/22/19	Letter sent to KPMG by Finance
13.	9/5/19	Governance Session	Discuss framework for January 2020 Council Priority Setting Session	City Manager	11/21/19	11/21/19	Discussed at Governance and Ethics Committee Meeting
14.	5/21/19	Council Meeting	User Fee Study Session Follow-up: report on Proposed Housing Fee, Recreation Costs as related to Senior Center Space Use (implement space feedback forms and studying the marginal costs) and Nonprofit Room Rental Fees Rates, and Unit or Plot Costs for the Cemetery	Finance	11/19/19	11/19/19	Reported at Council Meeting
15.	10/22/19	Council Meeting	Provide a City Manager Biweekly Report item on why food truck vendors at the Library are being fingerprinted as well as what are food truck permitting requirements (in lieu of a Biweekly Report, staff prepared a Report to Council)	Police	11/19/19	11/19/19	Reported at Council Meeting
16.	10/29/19	Council Meeting	City Manager to provide information on IASP Conference held in Nantes, France	City Manager	11/12/19	11/12/19	Reported at Council Meeting
17.	10/8/19	Council Meeting	Add for a future Council meeting a Special Order of Business for the Parade of Champions planning team	City Manager	11/12/19	11/12/19	Reported at Council Meeting
18.	9/17/19	Council Meeting	Ask the Mercury News why an article published in the print edition concerning the Rolling Stones concert contained some different information than the one that was published in an earlier version online	City Manager	11/5/19	11/5/19	Reported at Council Meeting



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	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
19.	10/22/19	Council Meeting	Provide an update via the City Manager's Biweekly Report regarding what has already occurred on placemaking activities	Community Development	11/1/19	11/1/19	Biweekly Report
20.	9/18/19	Economic Development, Communications and Marketing Committee	The Committee referred the next steps on the Worker Cooperative to the City Council for review and approval, which includes directing staff to review the resolution and the process and procedures that the City of Berkeley used for their Worker Cooperative Program, and to have the Council consider allocating \$100,000 in the budget for this effort (funding request to be heard by Council on 11/5/19)	City Manager	10/29/19	10/29/19	Reported at Council Meeting
21.	8/27/19	Council Meeting	Parkland In Lieu Fee – Return to Council on 9/24/19 with alternatives to phase in the park improvement portion of the fee to longer than 3 years to lessen impact on new housing development and provide the pros and cons. (Remove paragraph 3.C of page 9 of the resolution)	Parks & Rec	10/29/19	10/29/19	Reported at Council Meeting
22.	6/25/19	Council Meeting	Council, by consensus, requested that the City Attorney/staff review the matter related to the Cross at Memorial Cross Park (recent U.S. Supreme Court ruling)	City Attorney	November 2019	10/29/19	Council Meeting Closed Session
23.	6/4/19	Council Meeting	Comparison study on how the staffing budget and expenses is less in other cities from the general fund; provide a written update on the 1% Development Impact Fee	Finance	10/29/19	10/29/19	Reported at Council Meeting
24.	1/29/19	Council Meeting	Monitor and update to Council if the City of San Jose waives fees for developments along Steven Creek Blvd	Public Works	Ongoing	10/29/19	Updates to Council will be ongoing
25.	11/13/18	Council Meeting	Review post-agenda material distribution to reduce paper (staff will continue with implementation of the paperless agenda process)	Clerk's Office	Fall 2019	10/29/19	Ongoing process to implement paperless agenda
26.	9/17/19	Council Meeting	Complete community outreach for garbage contracts	Public Works	TBD	10/9/19	Email to Council on 10/9/19 re: community engagement efforts
27.	1/19/18	Council Meeting	Explore joint golf course use with City of Sunnyvale due to the forthcoming closure of the Santa Clara golf course	Parks & Rec	October 2019	10/8/19	Reported at Council Meeting
28.	5/7/19	Council Meeting	Silicon Valley Power (SVP) Strategic Plan: provide information on rebate and community benefits programs	SVP	September 2019	9/24/19	Reported at Council Meeting



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	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
29.	11/27/18	Council Meeting	Massage Ordinance: recover administrative enforcement actions; explore charging a fee for non-conforming uses; develop a community engagement program (letters, workshops, in multiple languages)	Police/Finance	9/24/19	9/24/19	Reported at Council Meeting
30.	9/4/19	Council Meeting	Staff was asked if the names of Public Records Act (PRA) requestors could be provided (effective 9/20/19 PRA Log posted weekly online)	City Clerk	9/20/19	9/20/19	Biweekly Report
31.	4/9/19	Civil Service Commission	Work with Civil Service Commission on a Job Fair	Human Resources	9/20/19	9/20/19	Biweekly Report
32.	7/9/19	Council Meeting	Worker Cooperative – referred to a future Economic Development, Communication and Marketing Committee Meeting for City support options (heard by EDCM on 9/18/19; Committee's recommendations to be heard by Council in December 2019)	City Manager	Winter 2019	9/18/19	EDCM Committee
33.	7/9/19	Council Meeting	Provide a status report on the City's existing billboard contract and termination status of contract (heard by EDCM on 9/18/19; Committee's recommendations went to Council on 10/29/19)	City Attorney	9/18/19	9/18/19	EDCM Committee
34.	9/4/19	Council Meeting	Civil Grand Jury Report – Prepare a letter to the Honorable Deborah A. Ryan Presiding Judge, Santa Clara County Superior Court, for the Mayor's signature emphasizing the City Council's concern regarding: the lack of benchmarking that should have taken place during the investigation and inquiring why has the City of Santa Clara been targeted	City Manager/ City Clerk	9/13/19	9/13/19	Incorporated into Grand Jury response letter
35.	8/27/19	BPAC	BPAC Request for Letter regarding Freedom Bridge – Council to draft letter to Santa Clara Valley Water District in support of preserving Freedom Bridge	Public Works	9/10/19	8/30/19	Letter sent by staff on 8/30/19
36.	3/5/19	Council Meeting	Korea Town: legislative record, news article, etc. about previous effort to designate Korea Town (see 8/27/19 referral for follow-up request from Council)	City Manager	8/27/19	8/27/19	Reported at Council Meeting
37.	7/9/19	Council Meeting	Staff to add language to Development Agreement in regard to Phase II of Gateway Crossings being referred to the Architectural Committee	Community Development	8/23/19	8/23/19	Biweekly Report
38.	7/9/19	Council Meeting	Staff to evaluate wild geese at Central Park in response to community member John Haggerty's presentation	Parks & Rec	8/23/19	8/23/19	Biweekly Report
39.	5/21/19	Council Meeting	Reopen public hearing for Gateway Crossing and provide additional information on retail and lease options for PAL	Community Development	7/9/19	7/9/19	Reported at Council Meeting



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	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
40.	2/5/19	Council Meeting	Anti-Smoking Ordinance: Develop a police department policy regarding enforcement for persons under 21 (Information Report to Council)	Police	7/9/19	7/9/19	Reported at Council Meeting
41.	6/4/19	Council Meeting	Allocate \$70,000 funding in support of the Parade of Champions	Finance	6/25/19	6/25/19	Reported at Council Meeting; funding approved by Council
42.	3/5/19	Council Meeting	Parade of Champions: confirm nonprofit status; report out on fundraising efforts	Parks & Rec	6/4/19	6/4/19	Reported at Council Meeting
43.	5/21/19	Council Meeting	Provide additional public information/outreach on Hauling and Recyclable items	Public Works	June 2019	5/31/19	Biweekly Report
44.	5/7/19	Council Meeting	Saratoga Creek Trail (Homeridge Park to Central Park): provide funding sources	Public Works	5/17/19	5/31/19	Biweekly Report
45.	4/23/19	Council Meeting	Street Trees: for newly developed homes, are street trees required? Who is responsible to water newly planted trees until they are established?	Public Works	5/31/19	5/31/19	Biweekly Report
46.	2/19/19		Attend Community Day School and talk to kids about the opportunities for jobs (staff has been in communication with the school and offered to make a presentation to students about job opportunities; date for event pending school's reply)	Parks & Rec	May 2019	5/21/19	Letter sent by staff on 5/21/19; no response from school to schedule an event
47.	5/22/18	Council Meeting	Review children at dog park signs	Public Works	June 2019	5/21/19	Reported at Council Meeting
48.	5/22/18	Council Meeting	Review use of canine turf at Reed & Grant Dog Park	Parks & Rec	5/21/19	5/21/19	Reported at Council Meeting
49.	4/23/19	Council Meeting	BART Extension: what is the estimated ridership for the future Santa Clara BART Station	Public Works	May 2019	5/3/19	Biweekly Report
50.	3/5/19	Council Meeting	Parade of Champions: SCPOC to respond to City Council Questions	Parks & Rec	5/17/19	5/3/19	Biweekly Report
51.	12/11/18	Council Meeting	Field Seats: Does the Stadium Authority receive revenue? Are the seats permanent or temporary? Are they allowable under the lease?	Stadium Manager	4/30/19	4/30/19	Reported at Stadium Authority Meeting
52.	11/27/18	Council Meeting	Taylor Swift Concerts: how many tickets were given away while we had to cover the full Public Safety costs	Stadium Manager	4/30/19	4/30/19	Reported at Stadium Authority Meeting



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	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
53.	3/26/19	Council Meeting	Monthly Financial Status Report: add prior year comparative information for Capital Expenditures	Finance	May 2019	4/23/19	Reported at Council Meeting
54.	2/5/19	Council Meeting	El Camino Real - Additional cost and scope to analyze a lane removal on El Camino and verify that whole Council cannot participate in the specific plan	Community Development	4/23/19	4/23/19	Reported at Council Meeting
55.	3/26/19	Council Meeting	Investment Policy: identify whether any investments are linked to oil exploration, production, etc.	Finance	4/19/19	4/5/19	Biweekly Report
56.	3/26/19	Council Meeting	List of Measure A funded projects	Community Development	4/19/19	4/5/19	Biweekly Report
57.	12/11/18	Council Meeting	Parking in neighborhoods around the stadium during event dates: add to FY 2019/20 Stadium Authority Work Plan	Public Works/ Police/City Attorney	Mar 2019	3/27/19	Reported at Stadium Authority Meeting
58.	10/29/18	Council Meeting	Levi's Stadium Consolidated Parking Plan (Board approved – scheduled on FY 2019/20 Work Plan.)	City Manager	Winter 2019	3/27/19	Reported at Stadium Authority Meeting
59.	3/13/18		Work with the Stadium Manager to develop Key Performance Indicators (KPIs) regarding Non-NFL Event Management. (Board approved – scheduled on FY 2019/20 Work Plan.)	City Manager	3/19/19	3/27/19	Reported at Stadium Authority Meeting
60.	1/29/19	Council Meeting	Naming of Relay for Life City Team through outreach campaign	City Manager	3/26/19	3/26/19	Reported at Council Meeting
61.	12/4/18	Council Meeting	Quarterly SVP Strategic Plan Report	SVP	3/26/19	3/26/19	Reported at Council Meeting
62.	2/19/19	Council Meeting	Trash and RV parking along Hope Drive	Police/ Public Works	3/8/19	3/8/19	Biweekly Report
63.	2/19/19	Council Meeting	Post summary of Council's 12/13/18 session on Governance on the City's website	City Manager	3/8/19	3/8/19	Biweekly Report
64.	8/28/18		Workers' Comp Case related to injury at Stadium: does the Stadium Authority pay for these expenses?	HR/ Finance	3/8/19	3/8/19	Biweekly Report
65.	2/5/19	Council Meeting	Convention Center Transition Reports	City Manager	3/5/19	3/5/19	Council Meeting Verbal Report



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	Date Assigned	Source	Referral Description	Assigned Department	Projected Completion	Completed	Resolution
66.	2/5/19	Council Meeting	Anti-Smoking Ordinance: Work with the Apartment Association to develop a condensed version of the ordinance attached to leases (Information Report)	City Attorney	Apr 2019	3/5/19	CAO completed 3/5/19; developed 2-sided 1-pager version of ordinance; shared with CA Apt. Assn.
67.	10/9/18	Council Meeting	Parade of Champions: sponsorships, budget (revenues and costs), contact cities in the County to learn from their experiences	Parks & Rec	3/5/19	3/5/19	Reported at Council Meeting
68.	7/16/18	Council Meeting	Provide information on Cannabis insurance and banking issues	City Manager	2/19/19	2/19/19	Reported at Council Meeting
69.	12/11/18	Council Meeting	Lawn Bowling Clubhouse: Analyze health and safety and maintenance issues; explore acquiring a used modular from the school district	Parks & Rec/ Public Works	2/22/19	2/8/19	Biweekly Report
70.	11/15/18	Council Meeting	Convention Center Contract Recommendation RTC: describe reasons for not recommending other proposals	Finance	2/5/19	2/5/19	Reported at Council Meeting
71.	12/11/18	Council Meeting	10-Year Financial Forecast: model a lower CalPERS investment return 6.5% vs. 6%; and deeper recession; quantify impact for trade-offs	Finance	1/31/19	1/31/19	Priority Setting Session
72.	12/11/18	Council Meeting	Provide General Fund Revenue Strategy Options	Finance	1/31/19	1/31/19	Priority Setting Session
73.	1/19/18		Present employees' residence data	Human Resources	1/31/19	1/31/19	Priority Setting Session
74.	10/9/18	Council Meeting	Agrihood Project DDA: Review for potential Project Labor Agreement	City Manager	1/29/19	1/29/19	Reported at Council Meeting
75.	1/15/19	Council Meeting	Enforcement of Sidewalk Vendors vs. SB 946	Police/ City Attorney	1/25/19	1/25/19	Biweekly Report
76.	12/11/18	Council Meeting	Amend Resolution for the annual selection of Vice Mayor and Chaplain during a Council meeting in January	City Manager/ Mayor's Office	1/15/19	1/15/19	Reported at Council Meeting



# City of Santa Clara

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## Agenda Report

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20-210

Agenda Date: 2/11/2020

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### REPORT TO COUNCIL

#### **SUBJECT**

Tentative Meeting Agenda Calendar (TMAC) [Council Pillar: Enhance Community Engagement and Transparency]

#### **BACKGROUND AND DISCUSSION**

The purpose of the TMAC is to provide the public advanced notifications of tentative dates of Council Study Sessions, Joint Council/Commission meetings, as well as Council Public Hearing and General Business agenda items. It is important to note that the TMAC is a Tentative Calendar planning tool and reports listed are subject to change due to Public Hearing publication requirements and agenda management.

The TMAC will be published weekly no later than Friday on the City's website.





# City of Santa Clara

## Tentative Meeting Agenda Calendar

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### **Tuesday, February 25, 2020 Council and Authorities Concurrent Meeting**

#### **Joint Dinner – 5:00 PM**

**20-1212** Joint Dinner meeting with Cultural Commission

#### **Special Order of Business**

**20-44** Presentation by County Assessor regarding California Schools and Local Communities Funding Act of 2020

**20-1434** Welcome to Father Kevin O'Brien, S.J. as President of Santa Clara University

**20-27** Recognition of Pacific Autism Center for Education's 30th Anniversary

#### **Public Hearing/General Business**

**20-1476** **Public Hearing:** Adoption of a Resolution Ordering the Abatement of a Nuisance Consisting of Growing Weeds in Association with the County Weed Abatement Program for 2019-2020

**20-32** Discussion and Possible Action on Illegal Street Racing and Sideshow Activity Report

**20-1369** Action on a Resolution Adopting the Santa Clara Pedestrian Master Plan

**20-101** Action on a Resolution Approving and Authorizing the City Manager to execute a Loan Agreement with ZAEN Partners, LLC for a loan of up to \$6,000,000 to support the construction of 150 affordable housing units located at 2302 Calle Del Mundo

**20-82** Action on Petition to Place an Item on Council Agenda to Proclaim Section of El Camino Real as Korea Town

**20-1154** Approve a Resolution to Approve and Adopt the 2019 Update to the Sanitary Sewer Management Plan (SSMP)

**Thursday, March 5, 2020 Special Santa Clara Stadium Authority Board Meeting – 4:00 PM**

**Study Session**

- 20-45** Discussion of the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget and Stadium Authority Compliance and Management Policy

**Tuesday, March 10, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

- 20-133** Action on Agreement with Circlepoint for Communications Consulting Services
- 20-91** Action on the Stadium Authority Financial Status Report for the Quarter Ending June 30, 2019

**Tuesday, March 17, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner – 5:00 PM**

- 20-1214** Joint Dinner meeting with Historical and Landmarks Commission

**Special Order of Business**

- 20-93** Police Activities League Recognition of Hunter Storm Placeholder

**Public Hearing/General Business**

- 20-103** Action on the Governance and Ethics Committee Recommendation to Name the Public Park in the 575 Benton Street Project (Prometheus)
- 20-197** Consideration of Silicon Valley Power Quarterly Strategic Plan Update [Deliver and Enhance High Quality Efficient Services and Infrastructure]
- 20-496** Action on Adopting a Resolution in Support of Worker Cooperatives
- 20-496** Related Santa Clara's Development Area Plan #1

**Tuesday, March 24, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

- 20-47** **Public Hearing:** Action on the Proposed Santa Clara Stadium Authority Fiscal Year 2020/21 Budget and Stadium Operations and Maintenance Plan

**Tuesday, March 31, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner – 5:00 PM**

- 20-1213** Joint Dinner meeting with Board of Library Trustees

**Public Hearing/General Business**

**20-496** Agenda Items Pending – To Be Scheduled

**Tuesday, April 14, 2020 Council and Authorities Concurrent Meeting**

**Study Session 5:00 PM**

**20-496** International Swim Center Community Recreation Center Project

**Public Hearing/General Business**

**20-1335** Action on the Central Park Master Plan Update and Introduction of an Ordinance in accordance with City Charter section 714.1

**20-199** Action on an Agreement with Innovative Interfaces, Incorporated  
[Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

**Tuesday, April 21, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner 5:00 PM**

**20-1215** Joint Dinner Meeting with Civil Service Commission

**Study Session 6:00 PM**

**20-496** VMT Update

**Special Order of Business**

**20-1401** Recognize Elementary Student Fundraising for Magical Bridge (Placeholder)

**Public Hearing/General Business**

**20-496** Related Santa Clara Quarterly Update

**20-173** **Public Hearing:** Action on the Adoption of the Fiscal Year 2020/21 Municipal Fee Schedule

**Tuesday, May 5, 2020 Council and Authorities Concurrent Meeting**

**Study Session**

**20-172** Review of the Proposed FY 2020/21 & FY 2021/22 Biennial Capital Improvement Program Budget and Operating Budget Changes

**20-496** Staffing and Recruitment Study Session

**Tuesday, May 12, 2020 Santa Clara Stadium Authority Board Meeting**

**Public Hearing/General Business**

**20-187** Update on the Downtown Precise Plan

**Tuesday, May 19, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner 5:00 PM**

**20-1311** Joint Dinner Meeting with Parks and Recreation Commission

**Study Session 6:00 PM**

**20-188** Update on El Camino Real Specific Plan

**Public Hearing/General Business**

**20-127** **Public Hearing:** Action on Resolutions Approving Water, Sewer and Recycled Water Rates to be Effective July 1, 2020 [Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

**Tuesday, June 2, 2020 Council and Authorities Concurrent Meeting**

**Joint Dinner**

**20-1216** Joint Dinner Meeting with Planning Commission

**Public Hearing/General Business**

**20-174** **Public Hearing:** Consideration of the Proposed FY 2020/21 and 2021/22 Biennial Capital Improvement Program (CIP) Budget and Operating Budget Changes

**20-496** SVP Quarterly Update

**Tuesday, June 23, 2020 Council and Authorities Concurrent Meeting**

**Consent Calendar**

**20-496** Calling a General Municipal Election to be held on Tuesday, November 3, 2020, for the Election of Councilmembers for District 1, 4, 5, and 6; one City Clerk and one Police Chief

**Public Hearing/General Business**

**20-175** **Public Hearing:** Adoption of the Proposed FY 2020/21 and 2021/22 Biennial Capital Improvement Program (CIP) Budget and Operating Budget Changes

**Tuesday, July 7, 2020 Council and Authorities Concurrent Meeting**

**Public Hearing/General Business**

**20-496**          Agenda Items Pending – To Be Scheduled

**Tuesday, July 14, 2020 Joint Council and Authorities Concurrent and Stadium Authority Meeting**

**Public Hearing/General Business**

**20-496**          Related Santa Clara Quarterly Update

**AGENDA ITEMS TO BE SCHEDULED TO A FUTURE DATE**