



City of Santa Clara

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Agenda Report

20-964

Agenda Date: 11/10/2020

REPORT TO COUNCIL

SUBJECT

Action on Bills and Claims Report (CC) for the period October 3rd, 2020 - October 16th, 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 Tri-Dam Power Authority/Project in the amount of \$1,637,293 for September 2020 Hydroelectric purchase.
- Payment to Pacific Gas & Electric in the amount of \$960,937 for August and September 2020 power purchases.
- Payment to US Department of Energy in the amount of \$742,137 for September 2020 power bill and emergency line patrol cost.
- Payment to Ameresco in the amount of \$633,092 for September 2020 energy (Landfill Gas) purchase and operations and maintenance (O&M) of Vasco Landfill.
- Payment to Paso Robles Tank Inc., in the amount of \$459,715 for progress billing of Serra Tank Rehabilitation Project.
- Payment to G. Bortolotto & Co., in the amount of \$448,771 for progress billing #3 of 2020 Pavement Preservation Project.

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 \$62,113. Included in this amount are expenses to the County of Santa Clara for FY2020-21 regional communication system operations and maintenance cost. 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 \$10,072,601 were appropriated to various funds with the adoption of the Fiscal Year 2020/21 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>.

RECOMMENDATION

Approve the list of Bills and Claims for October 3, 2020 - October 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