



# City of Santa Clara

1500 Warburton Avenue  
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## Agenda Report

18-408

Agenda Date: 5/15/2018

### REPORT TO COUNCIL

#### SUBJECT

Bills and Claims Report (CC) for the period April 13<sup>th</sup> - April 19<sup>th</sup>

#### 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 his/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 \$1,003,306 for March 2018 garbage service.
- Payment to Pacific Gas & Electric (PG&E) in the amount of \$938,102 for March 2018 electricity and gas transport charges.
- Payment to Tri-Dam Project in the amount of \$791,508 for March 2018 energy purchase.
- Payment to Ameresco in the amount of \$568,055 for March 2018 energy purchase and operations and maintenance (O&M) charge.
- Payment to San Francisco Public Utilities Commission in the amount of \$461,095 for March 2018 water purchase.

#### 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 \$7,221,182 were appropriated to various funds with the adoption of the Fiscal Year 2017/18 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 April 13 - 19, 2018.

Reviewed by: Angela Kraetsch, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Bills and Claims Approved for Payment Report