



City of Santa Clara

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Agenda Report

18-1449

Agenda Date: 12/11/2018

REPORT TO COUNCIL

SUBJECT

Action on Bills and Claims Report (CC, SOSA) for the period November 9th - November 22nd

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 City of San Jose Finance - Revenue Management in the amount of \$10,206,274 for FY2018-19 San Jose - Santa Clara Regional Wastewater Facility (RWF) second quarter capital, operation & maintenance billing and first installment of the revolving fund loan.
- Payment to Northern California Power Agency in the amount of \$9,958,911 for November 2018 all resources bill and Western Restoration fund.
- Payment to Tri-Dam Power Authority/project in the amount of \$2,424,858 for October 2018 energy purchases.
- Payment to MSR Public Power Agency/Authority in the amount of \$1,954,786 for October and November 2018 energy purchases.
- Payment to EDF Trading North America LLC in the amount of \$1,872,607 for October 2018 Natural Gas purchase.
- Payment to Mission Trail Waste Systems in the amount of \$1,050,290 for October 2018 garbage services.

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 \$39,141,378 were appropriated to various funds with the adoption of the Fiscal Year 2018/19 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>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the list of Bills and Claims for November 9, 2018 - November 22, 2018.

Reviewed by: Linh Lam, Assistant Finance Director/City Auditor

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Bills and Claims Approved for Payment Report