



City of Santa Clara

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Agenda Report

19-358

Agenda Date: 5/21/2019

REPORT TO COUNCIL

SUBJECT

Action on Bills and Claims Report (CC) for the period April 12th - April 25th

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 Northern California Power Agency in the amount of \$11,992,076 for April 2019 all resources bill and Western Restoration Fund.
- Payment to Tri-Dam Authority/Project in the amount of \$4,449,014 for March 2019 energy (Hydroelectric) purchase.
- Payment to MSR Public Power Agency in the amount of \$1,384,945 for March 2019 Big Horn energy purchase and commission expense.
- Payment to EDF Trading North America in the amount of \$1,328,124 for March 2019 gas purchase.
- Payment to MSR Energy Authority in the amount of \$1,355,746 for March 2019 gas purchase.
- Payment to Mission Trail Waste in the amount of \$1,035,571 for March 2019 garbage service.

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 \$3,400. Included in this amount are expenses to the Santa Clara County Sheriff's Department for transport services and miscellaneous uniform expenses for officers. 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 \$27,435,365 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 April 12, 2019 - April 25, 2019.

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