



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 20th, 2019 - January 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 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>> 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