



## Agenda Report

20-831

Agenda Date: 10/13/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Bills and Claims Report (CC, SA, HA) for the period September 5<sup>th</sup>, 2020 - September 18<sup>th</sup>, 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 Project/Power Authority in the amount of \$2,504,205 for August 2020 Hydroelectric purchase.
- Payment to G. Bortolotto & Company, Inc., in the amount of \$875,515 for July 2020 progress billing of 2020 Pavement Preservation Project.
- Payment to Friant Power Authority in the amount of \$713,603 for August 2020 Hypro energy purchase.
- Payment to Unisys Inc., in the amount of \$687,238 for July 2020 information technology (IT) services.
- Payment to Ameresco in the amount of \$607,283 for August 2020 energy (Landfill Gas) purchase and operations and maintenance (O&M) of Vasco Land Fill.
- Payment to San Francisco Public Utilities Commission in the amount of \$562,060 for August 2020 water purchase.

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 \$1,215. 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 \$8,698,505 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) <<mailto:clerk@santaclaraca.gov>>.

**RECOMMENDATION**

Approve the list of Bills and Claims for September 5, 2020 - September 18, 2020.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Bills and Claims Approved for Payment Report