



## Agenda Report

18-1316

Agenda Date: 11/13/2018

### REPORT TO COUNCIL

#### SUBJECT

Action on Bills and Claims Report (CC) for the period September 14<sup>th</sup> - September 27<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 Northern California Power Agency in the amount of \$5,199,217 for September 2018 all resources bill.
- Payment to MSR Public Power Agency/Energy Authority in the amount of \$3,570,427 for various August and September 2018 energy related purchases and expenses.
- Payment to Tri-Dam Power Authority/Project in the amount of \$3,032,289 for August 2018 energy purchase.
- Payment to EDF Trading North America in the amount of \$2,246,789 for August 2018 gas purchase.
- Payment to Unisys Corporation in the amount of \$1,303,211 for June and July 2018 information technology services.
- Payment to Pacific Gas & Electric in the amount of \$1,281,090 for various July and August 2018 electricity purchases.

#### 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 \$28,732,962 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) <<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 September 14, 2018 - September 27, 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