



## Agenda Report

19-232

Agenda Date: 4/23/2019

### REPORT TO COUNCIL

#### SUBJECT

Action on Bills and Claims Report (CC) for the period March 15<sup>th</sup> - March 28<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 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 \$3,109,647 for February 2019 energy (Hydroelectric) purchase.
- Payment to Santa Clara Valley Water District in the amount of \$1,857,724 for January and February 2019 treated water and Pump Tax, a groundwater charge that is used to pay for the protection and augmentation of the water supplies in the basin.
- Payment to MSR Energy Authority in the amount of \$1,767,128 for December 2018 gas purchase.
- Payment to MSR Public Power Agency in the amount of \$1,660,693 for February and March 2019 energy purchase.
- Payment to Mission Trail Waste Systems in the amount of \$1,147,698 for January and February 2019 garbage services.
- Payment to Pacific Gas & Electric (PG&E) in the amount of \$853,872 for February 2019 gas purchase.

#### 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 \$17,542,649 are 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 March 15, 2019 - March 28, 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