



## Agenda Report

19-1077

Agenda Date: 10/29/2019

### REPORT TO COUNCIL

#### SUBJECT

Action on Bills and Claims Report (CC, SA, HA) for the period September 13<sup>th</sup> - October 3<sup>rd</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 Power Authority/Project in the amount of \$4,744,618 for August 2019 Hydroelectric purchase.
- Payment to OC Jones & Sons Inc., in the amount of \$3,137,960 for July and August 2019 progress payments for Reed-Grant Streets Sports Park Project.
- Payment to EDF Trading North America LLC, in the amount of \$2,329,363 for August 2019 gas purchase.
- Payment to MSR Public Power Agency in the amount of \$1,465,062 for August 2019 Big Horn energy purchase and commission expense.
- Payment to Preston Pipelines in the amount of \$1,115,277 for sewer repair on Lafayette through June 2019.
- Payment to PG&E in the amount of \$925,405 for August 2019 electric & gas purchases.

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 \$36,933. Included in this amount are expenses to Santa Clara County Sheriff's Department for special law enforcement services at stadium events, and Alliant Insurance Services Inc. for police officer policies hired from neighboring jurisdictions to provide security at 5 additional events in FY2019/20. 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 \$24,737,079 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) <<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 13, 2019 - October 3, 2019.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Bills and Claims Approved for Payment Report