



POLICY AND SERVICES COMMITTEE ACTION MINUTES

Special Meeting
June 11, 2019

The Policy and Services Committee of the City of Palo Alto met on this date in the Community Meeting Room at 5:07 P.M.

Present: Kniss, Kou, Tanaka

Absent:

Agenda Items

1. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Status Updates of the Audits of: 1) Citywide Cash Handling and Travel Expense; 2) Cable Franchise and PEG Fees; 3) Continuous Monitoring: Overtime; 4) Continuous Monitoring: Payments; and 4) Inventory Management.
2. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Status Updates on Recommendations From the Community Services Department Fee Schedule Audit.
3. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Green Purchasing Audit Status Update.
4. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Status Updates of the Audits on Recommendations From the 2016 Disability Rates and Workers' Compensation Audit.
5. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Status Updates of the Audits on Recommendations From the ERP Planning: Information Technology Data Governance Audit.
6. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Status Updates on Recommendations From Audits of: 1) Water Meter Billing Accuracy; 2) Electric Substructure Contract Oversight; and 3) the Cross Bore Inspection Contract.

ACTION MINUTES

7. Staff Recommends the Policy and Services Committee Recommend the City Council Accept the Auditor's Office Quarterly Reports as of December 31, 2018 and March 31, 2019.

Agenda Item Numbers 1-7 were heard together.

MOTION: Council Member Kou moved, seconded by Chair Kniss to recommend to the City Council to accept the City Auditor's report as of December 31, 2018 to March 31, 2019.

MOTION WITHDRAWN BY THE MAKER

MOTION: Chair Kniss moved, seconded by Council Member Kou to recommend the City Council accept the status update of the audits for Agenda Item Number 1.

MOTION PASSED: 2-1 Tanaka no

MOTION: Council Member Kou moved, seconded by Chair Kniss to recommend the City Council approve and to affirm that the City Auditor's Office has reviewed the audits for Agenda Item Numbers 2-6.

MOTION WITHDRAWN BY THE MAKER

MOTION: Council Member Kou moved, seconded by Council Member Tanaka to recommend the City Council accept the status updates for Agenda Item Numbers 2-6.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND SECONDER that the Auditor's Office affirms that the status update is in line with what the Auditor's Office reviewed.

INCORPORATION RESTATED that the Auditor's Office confirms the audit status of each report on this Agenda.

MOTION AS AMENDED RESTATED: Council Member Kou moved, seconded by Council Member Tanaka:

- A. To recommend the City Council accept the status update for Agenda Item Numbers 2-6; and
- B. The Auditor's Office confirms the status of every audit status report on this Agenda.

MOTION AS AMENDED PASSED: 3-0

ACTION MINUTES

MOTION: Council Member Kou moved, seconded by Chair Kniss to recommend the City Council accept the Auditor's Office Quarterly Reports as of December 31, 2018 and March 31, 2019.

MOTION PASSED: 3-0

Adjournment: This meeting was adjourned at 7:29 P.M.