Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.

CITY OF OXNARD CALIFORNIA

AGENDA
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Council Chambers, 305 West Third Street
February 23, 2021
Regular Meeting - 5:00 to 6:30 PM
(TEMPORARY MEETING TIME CHANGE)

This meeting is held pursuant to the State Emergency Services Act, the Governor's Emergency Declaration, and Governor's Executive Order N-29-20 to allow members of the City Council or staff to participate via teleconference.

Pursuant to the Ventura County Public Health Official's order and Governor's Executive Order N-33-20, all city buildings are temporarily closed to the public. The public is encouraged to view the meeting from home on the City's website at Oxnard.org/city-meetings, Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings are typically available online immediately following the meeting. *Please see the link for the Measure M pre-recorded presentation video for each agenda item below.

The public may provide comments to the City Council via email at cityclerk@oxnard.org no later than 2:00 p.m. on the day of the meeting. Please identify the committee name, meeting date, and agenda item in the email Subject line.

A telephone option for public comments is also available at this time due to the State of California "Stay At Home" order. Requests to speak must be submitted no later than 2:00 p.m. on the day of the meeting. Use the form on the city's website to submit your request: Oxnard.org/city-meetings, or call the City Clerk's Office at (805) 385-7803, or email your request to cityclerk@oxnard.org.

*The City has filed pre-election and post-election lawsuits regarding the validity of Measure M. The judge has not yet ruled on the legal sufficiency of Measure M.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. If the allotted 30 minute time period expires before all speakers have had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

D. REPORTS

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item time estimates: (Presentation / Committee Discussion / Public Comment)

1. Public Works Department

   SUBJECT: Appropriation of Bond Proceeds (0/10/10)

   RECOMMENDATION: That the Finance and Governance Committee recommend the City Council:
   1. Make a findings that the appropriation of bond proceeds is not a "project" pursuant to California Environmental Quality Act (CEQA) sections 15061(b)(3) and 15378;
   2. Approve the list of redevelopment bond proceeds projects; and
   3. Appropriate $6,563,223 of 2006 Tax Allocation Bond (TAB) Proceeds for street and alley resurfacing, parking lot improvements, and fiber network expansions.

   Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/F7E6DAj8ql8

   Contact: Rosemarie Gaglione, (805) 385-8055

2. Finance Department

   SUBJECT: Audit Committee Training by Eadie + Payne on "Fundamentals of municipal finance with a guided analysis of the City's CAFR and Single Audit reports" (45/15/15)

   RECOMMENDATION: That the Finance and Governance Committee receive a training presentation from Eadie + Payne on the roles and responsibilities of the Audit Committee, with this session focusing on the fundamentals of municipal finance with a guided analysis of the City's CAFR and Single Audit reports.

   (Presentation will be live upon consultant's request).

   Contact: Kevin Riper, (805) 385-7475

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

CITY OF OXNARD CALIFORNIA

FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT

REPORTS
AGENDA ITEM NO. D.1

DATE: February 23, 2021

TO: Finance & Governance Committee

FROM: Rosemarie Gaglione, Public Works Director, (805) 385-8055, rosemarie.gaglione@oxnard.org

SUBJECT: Appropriation of Bond Proceeds (0/10/10)

RECOMMENDATION

That the Finance and Governance Committee recommend the City Council:
1. Make a findings that the appropriation of bond proceeds is not a "project" pursuant to California Environmental Quality Act (CEQA) sections 15061(b)(3) and 15378;
2. Approve the list of redevelopment bond proceeds projects; and
3. Appropriate $6,563,223 of 2006 Tax Allocation Bond (TAB) Proceeds for street and alley resurfacing, parking lot improvements, and fiber network expansions.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/F7E6DAj8ql8

BACKGROUND

In a series of actions taken by the former Oxnard Community Development Commission in 2006, separate tax allocation bond issues were sold for the Historical Enhancement and Revitalization of Oxnard (HERO), Ormond Beach, and Southwinds Project Areas (the “Project Areas” - see attached map). These bonds were required to be used to provide financing for redevelopment activities in these Project Areas and are collectively referred to as the Bond Proceeds. In November 2014, through a series of approvals and an agreement, the Successor Agency transferred the Bond Proceeds to the City. The bond documents allow a broad range of projects to be undertaken in the Project Areas. Expenditures are restricted to the geographic boundaries of each Project Area for which the bonds were sold, and they must be used for construction of new public facilities or improvements.

On April 2, 2019, in conjunction with adoption of the 2019-2024 City of Oxnard Five Year Capital Improvement Program (“CIP”), staff requested that Council approve a proposed list of projects for the Bond Proceeds and appropriate funding to these projects. Included in that list were two projects--the AWPF Expansion Land Acquisition ($3,141,109 of Ormond Beach funding), and the Oxnard PAL Facility Rehabilitation ($2,298,700 of HERO funding)--that are no longer viable. In both cases, the timelines for completion are a few years, and the funding needs to be spent faster than that. Therefore, staff is now requesting that funds be un-appropriated from these projects and that the funds be re-appropriated toward other projects inside the same project area.

DISCUSSION

Ormond Beach Bond Proceeds

In addition to the amount for the prior proposed project, the Ormond Beach bond proceeds have accrued an additional $112,930 of interest earnings, so the total re-appropriation amount is $3,254,039. Staff proposes the following four uses for these funds:

1. Ormond Beach Neighborhood Street Resurfacing
   Resurfacing of several streets within the Ormond Beach Neighborhood--including Cypress Road, Arcturus Avenue, Edison Drive, Magellan Avenue, and Mcwane Boulevard--as well as median rehabilitation and gateway upgrades along Hueneme Road from J Street to Edison Drive, including replacement of medians, trees, street signs, and gateway signs.
   Estimated cost: $2,000,000.

2. Perkins Road Parking Lot Improvement
   Parking lot improvements located at the terminus of Perkins Road which includes resurfacing of the entire parking lot, new fencing and gates, light-up bollards, and 2 electric vehicle charging stations.
   Estimated cost: $600,000.

3. Ormond Industrial Area Fiber Expansion
   Fiber network extension to Ormond manufacturing zoned area - Install approximately 7,000 feet of 144 strand fiber optic cable on Arcturus Avenue, McWane Boulevard, and Edison Drive. The fiber build would connect to the existing fiber network on East Hueneme Road forming a "loop" encompassing the entire perimeter of the light manufacturing zoned area. This would provide the foundational infrastructure to deploy high-speed broadband, community security systems or other "smart city" applications with future development in the area.
   Estimated cost: $412,500.

4. Perkins Road Fiber Expansion
   Fiber network expansion and connection to the stormwater pump station at the southern end of Perkins Road. This connection would facilitate the deployment of SCADA infrastructure to monitor the pump station in real-time, and the deployment of cameras connected to the wastewater CCTV security system to improve the safety and security of the pump station.
   Estimated cost: $153,450.

Since the Ormond Beach Project Area is in the coastal zone, staff is concerned that any project that requires Coastal Commission approval will not be able to obtain that approval fast enough. Thus, the balance of these funds, and any additional unspent Ormond Beach bond proceeds (for example, if one of these projects came in below cost) would be shared among the underlying taxing jurisdictions (the County, the school districts, and the City itself, among others) via distributions from the Real Property Tax Trust Fund of the Successor Agency to the former redevelopment agency of the City.

HERO Bond Proceeds

In addition to the amount for the prior proposed project, the HERO bond proceeds have accrued an additional $212,119, so the total re-appropriation amount is $2,498,875. Staff proposes this entire amount be used for

reconstruction of alleyways. Some of the lowest Pavement Condition Index (PCI) ratings for alleyways within the HERO geographic boundaries are the following:

Alley		**Current PCI**	**Cost**
1	Pleasant Valley Road Alley (between C Street and Saviers Road)	0	$177,980
2	Alley east of Saviers Road (between Dollie Street and Pleasant Valley Road)	0	$198,000
3	Alley east of Fournier Street (between Channel Islands Boulevard and Tamarac Street)	0	$357,500
4	Alley north of Maple Street (between Saviers Road and San Marino Street)	0	$81,400
5	Alley east of A Street (between First Street and Second Street)	0	$156,200
6	Alley north of Lark Street (between Samuel Avenue and Circle Drive)	1	$360,800
7	Alley east of Paula Street (between Clinton and Tamarac Streets)	2	$239,800
8	Alley east of J Street and alley north of Linden Drive (between J and Kamala Streets)	4	$294,140
9	Alley south of Ontario Street (between Ninth Street and Wooley Road)	7	$157,520
10	Alley north of Glenwood Drive, alley east of C Street, and alley south of Gonzales Road (between Oxnard Service Boulevard)	9	$258,720
11	Alley north of First Street (between A Street and Oxnard Boulevard)	15	$52,800
12	Alley east of D Street (between Fifth and Seventh Streets)	18	$184,800
Total			**$2,519,660**

Since the total estimated cost of the alleys listed above exceeds the total amount of HERO funds available, staff will plan to repave the first eleven alleyways listed above. If we can accomplish the D Street alley within the total dollar value of $2,498,875, we will proceed; if we cannot, we will not complete this last alleyway. This paving will be coming to Council, packaged as one project, for construction contract award, at which time staff will be able to share which alleys we can ultimately accomplish with these funds.

Planning Commission Determination of Conformity with General Plan

With the exception of the two fiber network extensions and the parking lot improvements listed above for Ormond Beach funding, all of the aforementioned projects were in the 2019-2024 or 2020-2025 CIP (or both), so the Planning Commission has already determined that they are in conformance with the City's General Plan and relevant Coastal Land Use Plan policies. The two fiber network extensions and parking lot improvements are going before the Planning Commission on February 18, 2021, for this determination; this staff report will be published before that date but staff can answer the question at Finance and Governance Committee of whether Planning Commision made this determination.

As required by the California Environmental Quality Act (CEQA), environmental review will be conducted prior to construction of the individual projects identified within this staff report. Any required environmental documents will be prepared pursuant to CEQA as part of project permit processing or at any other point in time

as required by CEQA. The proposed appropriation of bond proceeds activity is not a “project” as the lead agency has determined with certainty that pursuant to CEQA Guidelines Sections 15061(b)(3) and 15378 the proposed funding document does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environmental.

STRATEGIC PRIORITIES

This agenda item supports the Infrastructure and Natural Resources strategy. The purpose of the Infrastructure and Natural Resources strategy is to establish, preserve and improve our infrastructure and natural resources through effective planning, prioritization, and efficient use of available funding. This item supports the following goals and objectives:

Goal 1. Ensure Master plans for all City infrastructure are current, synchronized and consistent with the General Plan.

Objective 1a. Complete the Public Works Integrated Master Plan.

Goal 2. Develop an asset management program that includes fleet, facilities, parks, streets, alleys, water, wastewater and storm water.

Objective 2a. Develop a City-wide asset management program.

Objective 2b. Develop an asset management funding plan.

Goal 3. Ensure Funding is adequate to meet the goals of the master plans.

Objective 3a. Maximize funding sources.

Goal 4. Ensure proper construction and maintenance of infrastructure to provide maximum benefit with lowest life cycle cost following CIP plans.

Objective 4a. Implement CIP plans.

FINANCIAL IMPACT

The attached Budget Appropriation Request and table below outlined the appropriation action totaling $4,391,468 of 2006 Tax Allocation Bond (TAB) Proceeds. This is for the projects listed above and four projects previously approved on April 2, 2019--including the Council Chambers Remodel ($300,000 of HERO funding), Beck Park Basketball Court Upgrades ($99,905 of HERO funding); Southwinds Park Basketball Court Resurfacing ($86,853 of Southwinds funding); and Thompson Park, Community Center Park and Johnson Park Upgrades ($399,696 of HERO funding)--that were not listed in a B.A. at that time and so have been added to this B.A.

Project Listing	**Ormond 2006**	**HERO 2006**	**Southwind**

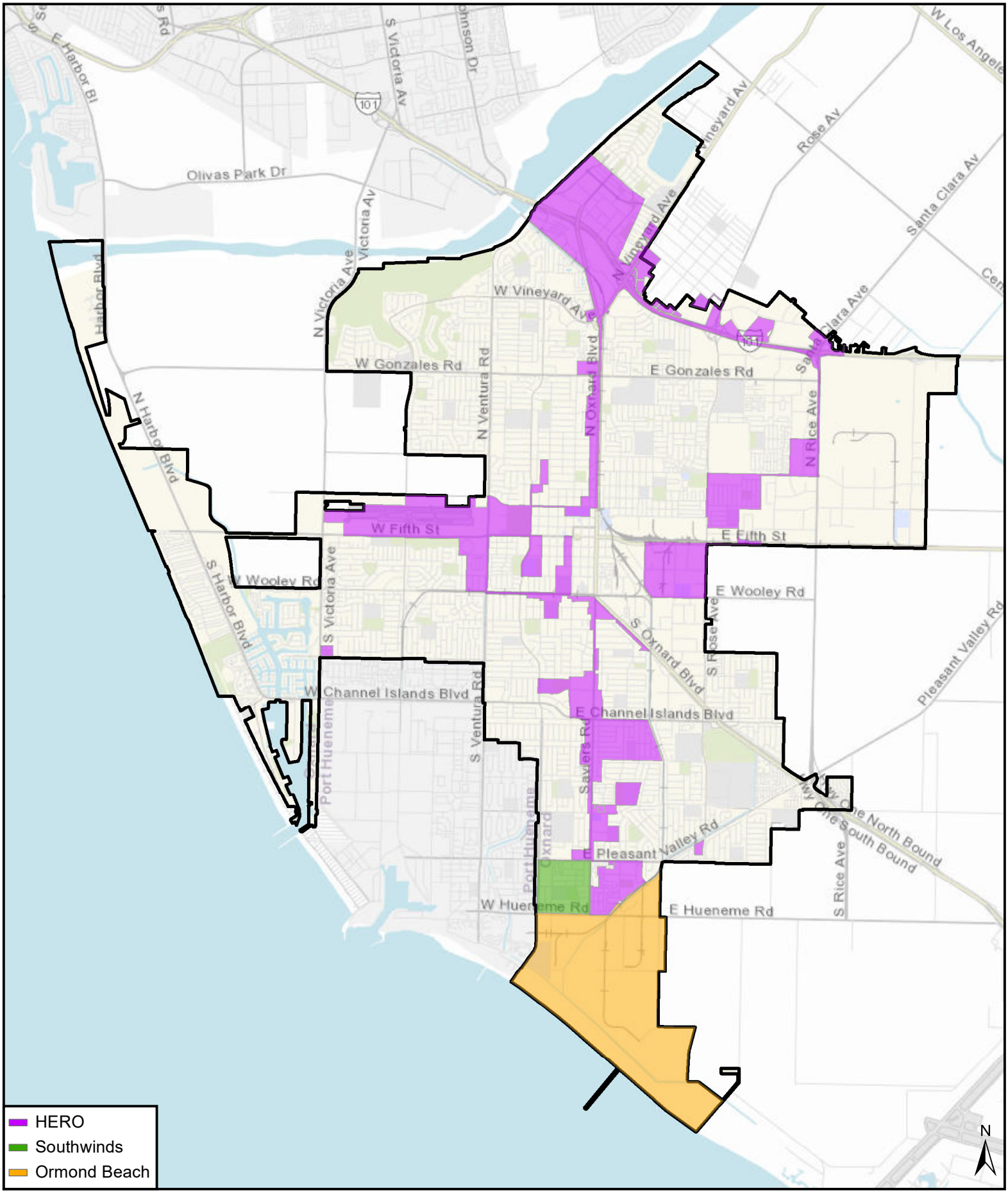
	TAB Allocation	TAB Allocation	2006 TAB Allocation
Ormond Beach Neighborhood Resurfacing	2,000,000		
Perkins Road Parking Lot Improvement	600,000		
Ormond Industrial Area Fiber Expansion	412,500		
Perkins Road Fiber Expansion	153,450		
Alleyways		2,498,875	
Council Chambers Remodel		300,000	
Beck Park Basketball Court Upgrades		99,905	
Thompson Park, Community Center Park, & Johnson Park Upgrades		399,696	
Southwinds Park Basketball Court Resurfacing			86,853
Unappropriation of Oxnard PAL Facility Rehab		(2,180,596)	
Total Appropriations	$3,165,950	$1,138,665	$86,853

Prepared by: Rosemarie Gaglione, Public Works Director

ATTACHMENTS

1. Redevelopment Bond Areas Map
2. Alley Map
3. BA - 2006 TAB Allocation 2.12.21
4. Appropriation of Bond Proceeds -- PowerPoint

Oxnard Redevelopment Bond Areas



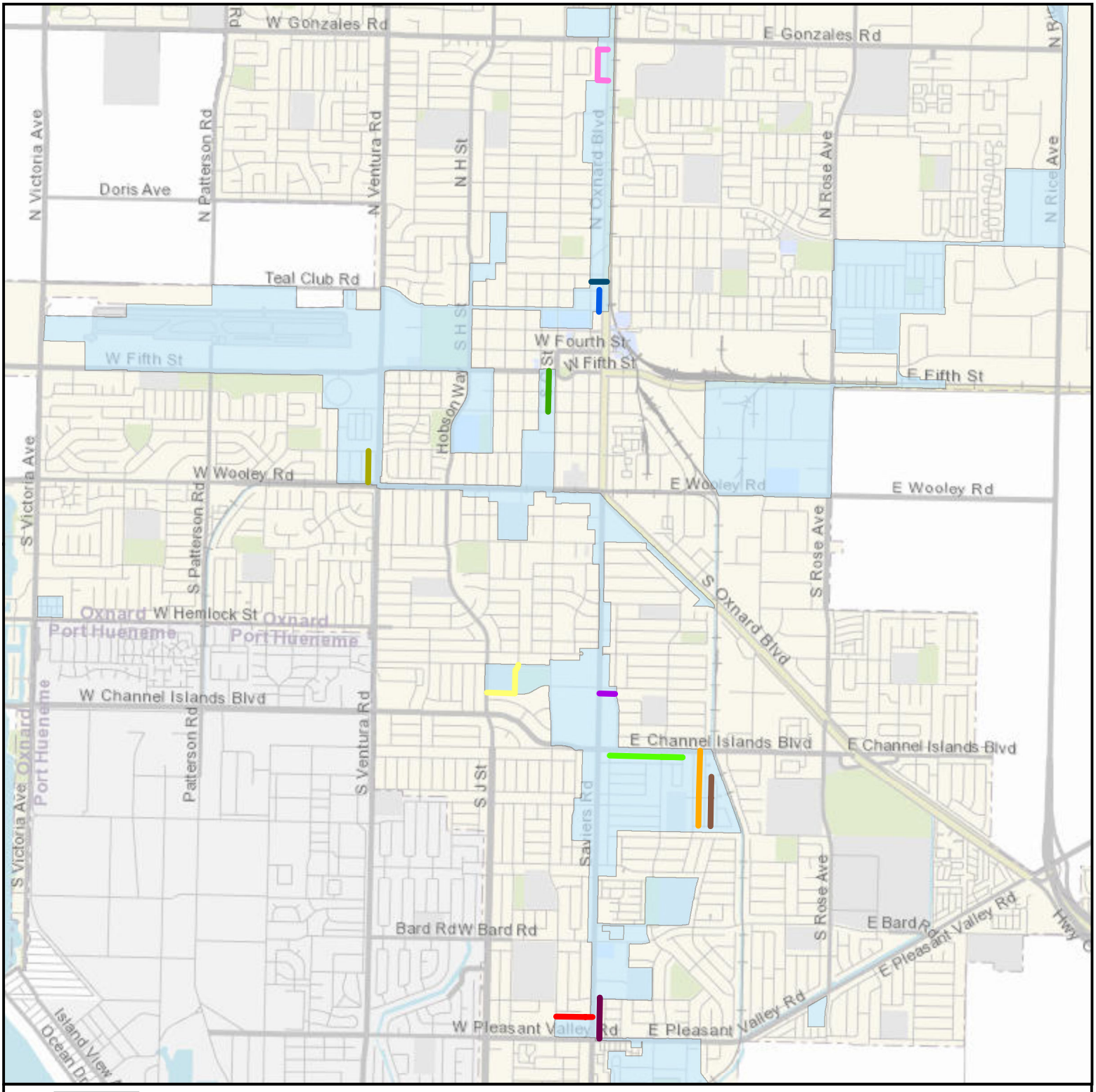
Created by:
CITY OF OXNARD
Geographic Information Systems Division
January 2021

3,800 0 3,800 7,600 Feet

This map is compiled by the City of Oxnard GIS Division, which is developed and operated solely for the convenience of the City. The City does not make any representations or warranties regarding the use, accuracy, reliability, and/or completeness of this map and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.

Data Source:
City of Oxnard GIS Division
County of Ventura GIS Program

Alley Improvement Project Location Map - HERO



HERO BOUNDARY
1ST ST ALLEY
FOURNIER ST ALLEY
A ST ALLEY
GONZALES RD ALLEY
SAVIERS RD ALLEY
D ST ALLEY
J ST ALLEY & LINDEN DR ALLEY
PAULA ST ALLEY
ONTARIO STREET ALLEY
PLEASANT VALLEY RD ALLEY
MAPLE ST ALLEY
LARK ST ALLEY

Created by:
CITY OF OXNARD
Geographic Information Systems Division
January 2021

0 2,700 5,400 8,100 Feet

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Data Source:
City of Oxnard GIS Division
County of Ventura GIS Program

REQUEST FOR BUDGET APPROPRIATION

Department: City Manger **Date:** _____

Project/Program Manager: Shiri Klima **Phone:** _____

Reason for Appropriation:

To appropriate 2006 Tab Allocation Bonds Proceeds for Ormond Beach, HERO, and Southwind

Accounts and Descriptions		AMOUNT
Fund: 315 - 2006 TAB HERO/SW/ORMOND		
Expenditures/Transfers Out		
Ormond Beach Neighborhood Resurfacing (PROJECT 215707)		
315-9763-826.84-51	SERVICES FROM OTHER PROG	300,000
315-9763-826.86-04	IMPROVEMENTS NOT BLDG-NEW	1,700,000
Perkins Road Parking Lot Improvement (PROJECT 215708)		
315-9763-826.84-51	SERVICES FROM OTHER PROG	90,000
315-9763-826.86-04	IMPROVEMENTS NOT BLDG-NEW	510,000
Ormond MFG. Fiber Extension (PROJECT 217301)		
315-7364-826.84-51	SERVICES FROM OTHER PROG	61,875
315-7364-826.82-09	SVCS-OTHER PROF/CONTRACT	350,625
12 Alleyways (PROJECT 215709)		
315-7364-826.84-51	SERVICES FROM OTHER PROG	377,949
315-7364-826.82-09	SVCS-OTHER PROF/CONTRACT	2,141,711
AWPF Fiber Extension (PROJECT 217302)		
315-7364-826.84-51	SERVICES FROM OTHER PROG	23,018
315-7364-826.82-09	SVCS-OTHER PROF/CONTRACT	130,433
COUNCIL CHAMBERS REMODEL (PROJECT 211401)		
315-9763-826.84-51	SERVICES FROM OTHER PROG	45,000
315-9763-826.86-04	IMPROVEMENTS NOT BLDG-NEW	255,000
BECK PARK BASKETBALL COURT UPGR (PROJECT 215703)		
315-9763-826.82-09	SVCS-OTHER PROF/CONTRACT	84,919
315-9763-826.84-51	SERVICES FROM OTHER PROG	14,986
SOUTHWINDS PARK BASKETBALL COURT RESUR (PROJECT 215705)		
315-9763-826.82-09	SVCS-OTHER PROF/CONTRACT	73,825
315-9763-826.84-51	SERVICES FROM OTHER PROG	13,028
THOMPSON, COMMUNITY CENTER & JOHNSON PARK UPGR (PROJECT 215706)		
315-9763-826.84-51	SERVICES FROM OTHER PROG	59,954
315-9763-826.86-04	IMPROVEMENTS NOT BLDG-NEW	339,742
OXNARD PAL FACILITY REHAB (PROJECT 205501)		
315-5595-826.84-51	SERVICES FROM OTHER PROG	(367,569)
315-5595-826.86-02	CAPITAL OUTLAY / BUILDINGS-NEW	(1,813,027)
	Sub-total Expenditures	4,391,468
	Net Change to Fund Balance	**(4,391,468)**
	Net Appropriation Change	**4,391,468**

Approvals

Department Director _____

Chief Financial Officer _____

City Manager _____

Appropriation of Bond Proceeds

Finance & Governance Committee

February 23, 2021

Tatiana Arnaout, City Engineer

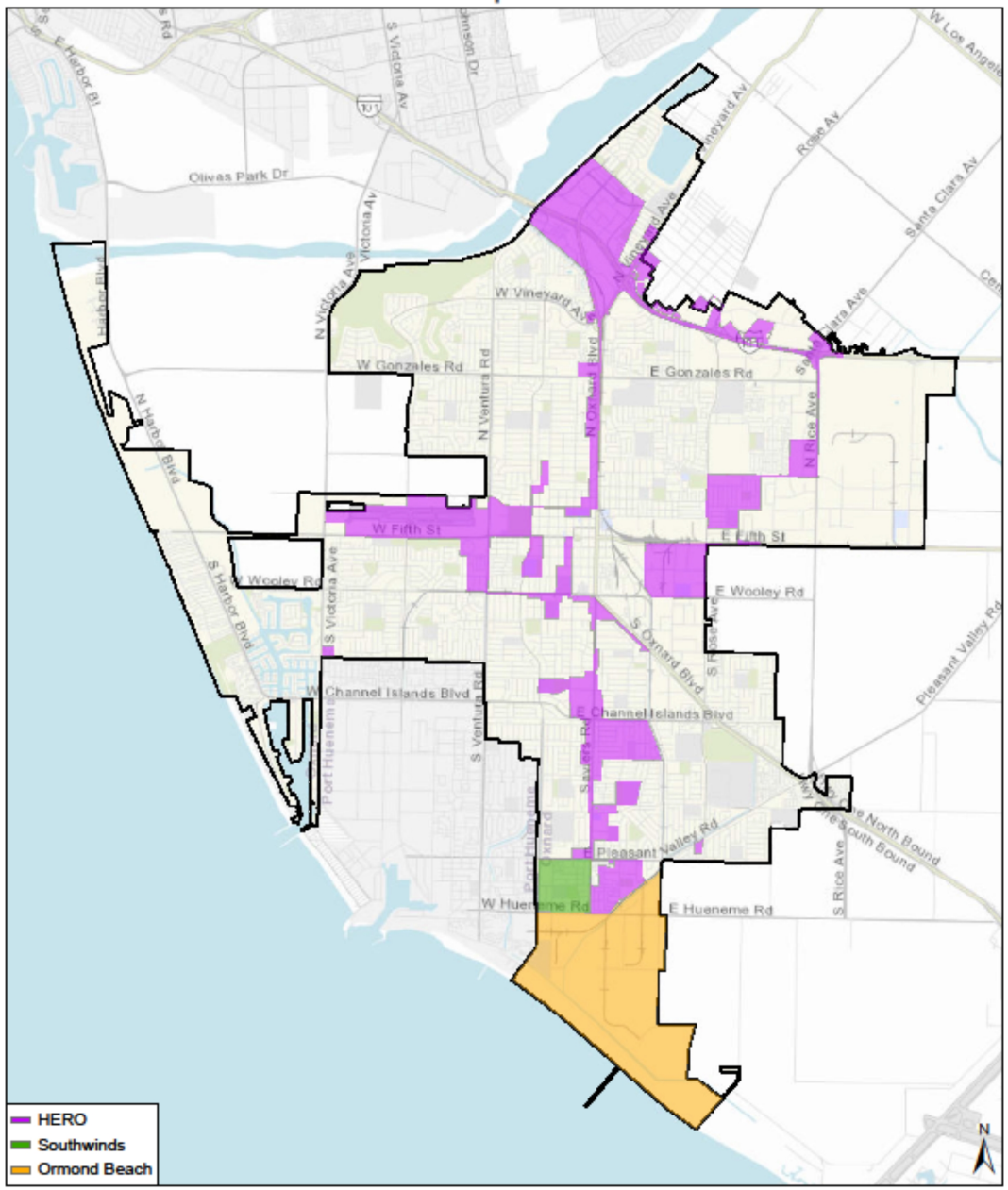
CITY OF OXNARD CALIFORNIA

RECOMMENDATION

That the Finance and Governance Committee recommend the City Council:

1. Make a findings that the appropriation of bond proceeds is not a "project" pursuant to California Environmental Quality Act (CEQA) sections 15061(b)(3) and 15378;
2. Approve the list of redevelopment bond proceeds projects; and
3. Appropriate $6,563,223 of 2006 Tax Allocation Bond (TAB) Proceeds for street and alley resurfacing, parking lot improvements, and fiber network expansions.

Oxnard Redevelopment Bond Areas



(Larger map attached to staff report)

BACKGROUND

- On April 2, 2019, in conjunction with adoption of the 2019-2024 City of Oxnard Five Year Capital Improvement Program ("CIP"), staff requested that Council approve a proposed list of projects
- AWPF Expansion Land Acquisition ($3,141,109 of Ormond Beach funding) and the Oxnard PAL Facility Rehabilitation ($2,298,700 of HERO funding) are no longer viable due to need to spend funding faster
- Staff is now requesting that funds be un-appropriated from these projects and that the funds be re-appropriated toward other projects inside the same project area

ORMOND BEACH

- Total re-appropriation amount including accrued interest: $3,254,039
- Staff proposes the following four uses for these funds:

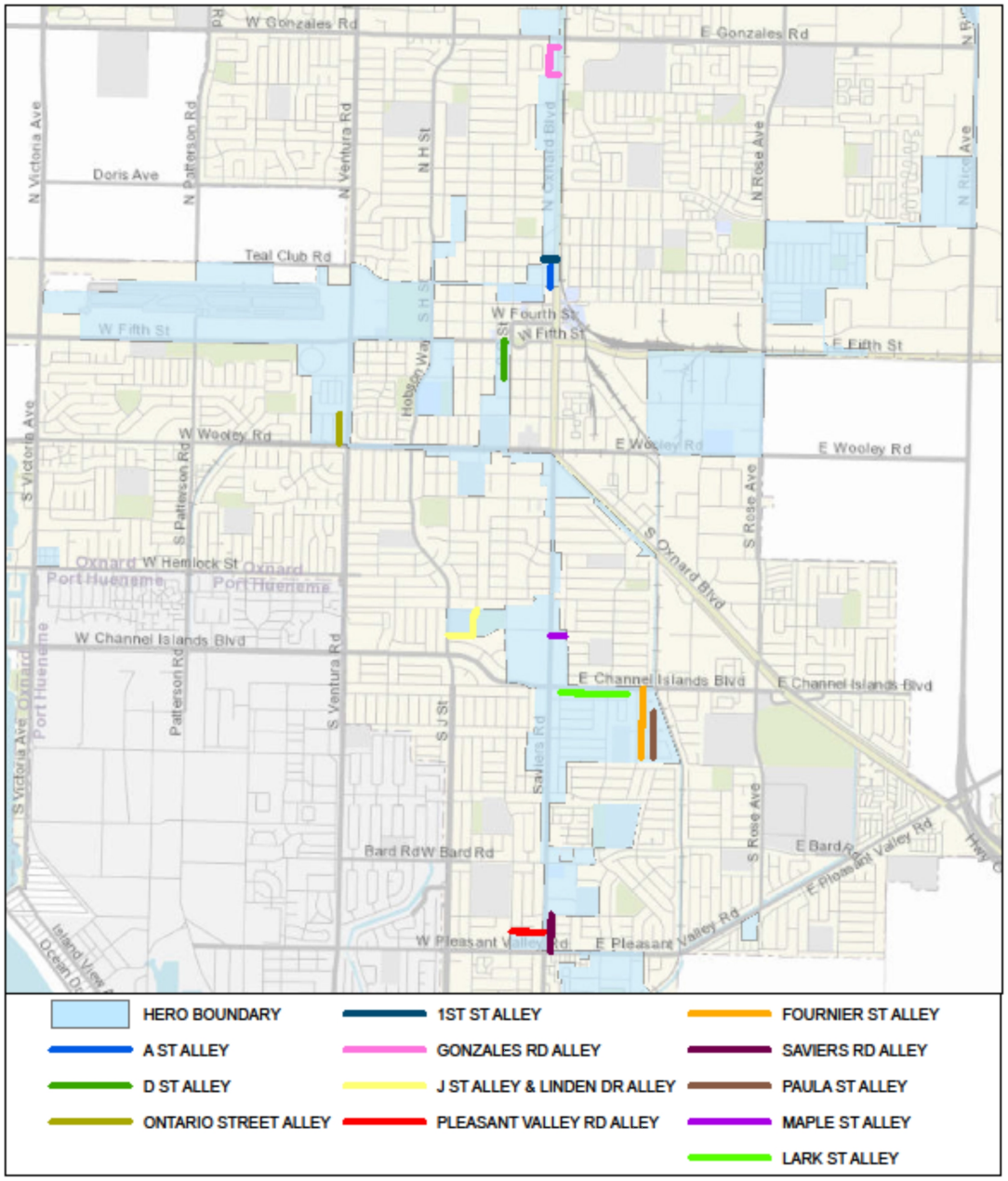
Project	Amount
Ormond Beach Neighborhood Street Resurfacing	$2,000,000
Perkins Road Parking Lot Improvement	$600,000
Ormond Industrial Area Fiber Expansion	$412,500
Perkins Road Fiber Expansion	$153,450
TOTAL	$3,165,950

HERO

- Total re-appropriation amount including accrued interest: $2,498,875
- Staff proposes the following alleyway reconstruction:

(Larger map attached to staff report)

Alley Improvement Project Location Map - HERO



RECOMMENDATION

That the Finance and Governance Committee recommend the City Council:

1. Make a findings that the appropriation of bond proceeds is not a "project" pursuant to California Environmental Quality Act (CEQA) sections 15061(b)(3) and 15378;
2. Approve the list of redevelopment bond proceeds projects; and
3. Appropriate $6,563,223 of 2006 Tax Allocation Bond (TAB) Proceeds for street and alley resurfacing, parking lot improvements, and fiber network expansions.

ANY QUESTIONS?

CITY OF OXNARD CALIFORNIA

FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT

REPORTS
AGENDA ITEM NO. D.2

DATE: February 23, 2021

TO: Finance & Governance Committee

FROM: Kevin Riper, Chief Financial Officer, (805) 385-7475, kevin.riper@oxnard.org

SUBJECT: Audit Committee Training by Eadie + Payne on "Fundamentals of municipal finance with a guided analysis of the City's CAFR and Single Audit reports" (45/15/15)

RECOMMENDATION

That the Finance and Governance Committee receive a training presentation from Eadie + Payne on the roles and responsibilities of the Audit Committee, with this session focusing on the fundamentals of municipal finance with a guided analysis of the City's CAFR and Single Audit reports.

(Presentation will be live upon consultant's request).

BACKGROUND

The City's contract with independent financial auditor Eadie + Payne (E+P) includes professional training by E+P audit partners.

At its meeting of July 14, 2020, the Finance and Governance Committee reviewed and recommended forwarding to City Council for approval the Internal Control Integrated Framework, or ICIF, along with the first four implementing policies.

In addition to emphasizing the need for internal control training of City staff, the Committee was interested in training for its own members on how to be successful as an audit committee, as recommended in the ICIF. The purpose of this one-hour session led by E+P (the second of four) is to provide that training to the Committee. Two additional one-hour sessions are scheduled for the Committee meetings of September 14 and November 9, 2021.

Attached is E+P's PowerPoint presentation for this meeting's live training session.

STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to strengthen and stabilize the organizational foundation of the City in the areas of Finance, Information Technology, and Human Resources, and to improve workforce quality while increasing transparency to the public. This item supports the following goals and objectives:

Goal 1. To help foster a healthy and accountable corporate foundation by strengthening the support functions of the organization, which include Finance, Information Technology and Human Resources.

Objective 1c. Develop written procedures to address Internal Control recommendations from Auditor.

Goal 2. Increase transparency with Council, community and staff related to the City's budget and financial management processes.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Kevin Riper, Chief Financial Officer

ATTACHMENTS

1. Review of Municipal Finance 2-23-21

OXNARD
CALIFORNIA

Session 2: Fundamentals of Municipal Finance with a Guided Analysis of the City's CAFR and Single Audit Reports

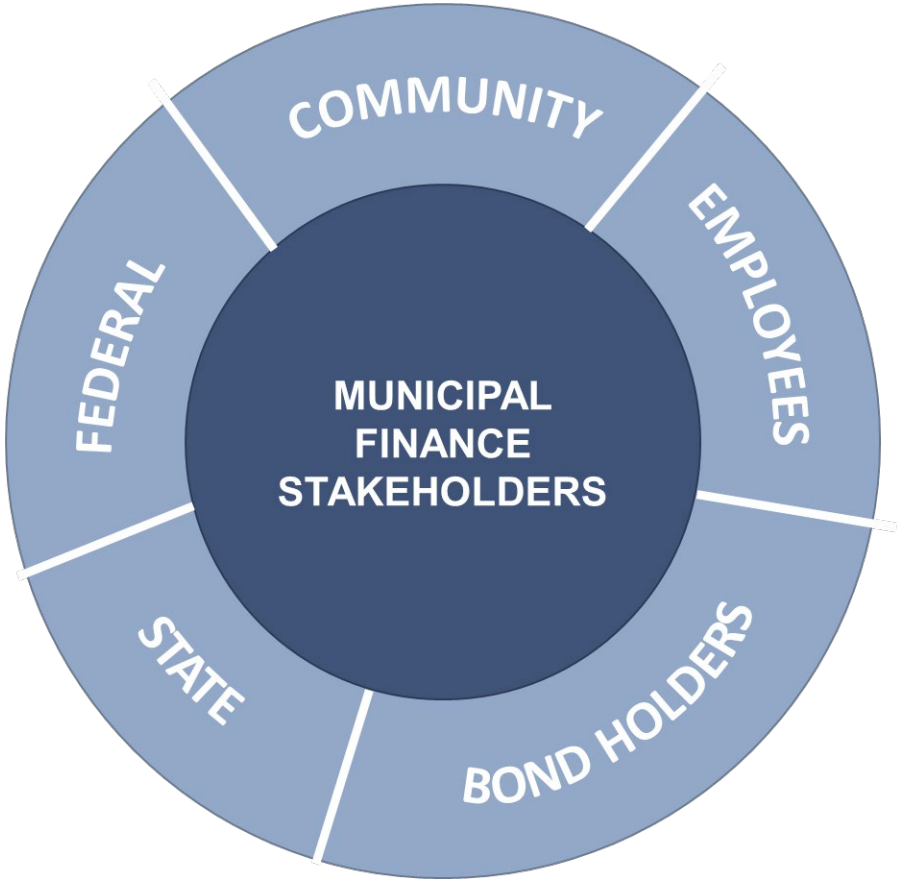
February 23, 2021

AGENDA

- Stakeholders of Financial Reporting
- Key Components
- Financial Dashboard
- Governmental GAAP
- Comprehensive Annual Financial Report (CAFR)
- Single Audit Report

STAKEHOLDERS OF FINANCIAL REPORTING

The Audit Committee's Accountability Relationship



Financial Reports act as a Scorecard by which the City is held accountable

KEY COMPONENTS

- Comprehensive Annual Financial Report
- Annual Budgets
- Bond Disclosures
- Quarterly Investment Reports
- Capital Improvement Reports
- Grant Compliance

Type		Users	Contents
Internal		Management	Determined by management
External	Special Purpose	Those in position to set their own reporting requirements (grantors and regulators)	Determined by party that requires reporting
	General Purpose	Residents Legislative and oversight bodies Investors and creditors	Determined by GAAP

FINANCIAL DASHBOARD

Financial Metrics	People	Communications
○ Operating Expenses > Revenues by 5% or more for two consecutive years ○ Debt service > 10% of Current Revenues ○ Mid-Year Variances in Budgeted Revenues and Expenditures Versus Actual ○ Depletion of Reserves	○ High Staff Turnover	○ Inadequate or Late Financial Reports ○ Qualified Auditor's Report

GOVERNMENTAL GAAP

	Measurement Focus		Accounting Basis	
	Economic Resources	Current Financial Resources	Full Accrual	Modified Accrual
Government-Wide Statements	X		X	
Governmental Funds		X		X
Proprietary Funds	X		X	
Fiduciary Funds	X		X	

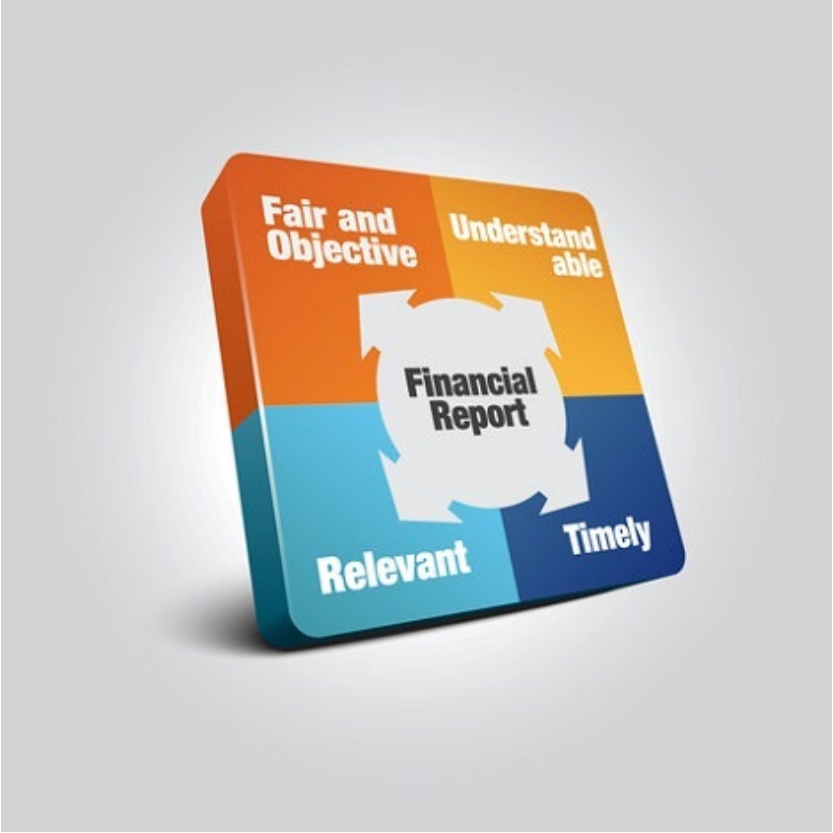
COMPREHENSIVE ANNUAL FINANCIAL REPORT

- 200 + Pages
- Introductory Section
  - Letter of Transmittal
- Financial Section
  - External - Report of Independent Auditor's
  - Internal - Management Discussion & Analysis (MD&A)

Certificate of Achievement FOR EXCELLENCE IN Financial Reporting

COMPREHENSIVE ANNUAL FINANCIAL REPORT

- Basic Financial Statements
  - Government-Wide
  - Governmental Funds
  - Proprietary Funds
  - Fiduciary Funds



COMPREHENSIVE ANNUAL FINANCIAL REPORT

- Notes to Financial Statements
  - Summary of Significant Accounting Policies
  - Detailed Notes on all Funds
  - Risk Management
  - Other Information
    - Commitments and Contingencies
    - Risk and Uncertainties

COMPREHENSIVE ANNUAL FINANCIAL REPORT

- Required Supplementary Information
  - Pension and OPEB Schedules
  - Budgetary Comparisons
- Supplementary Information
  - Combining Statements
  - Budgetary Comparison Schedules
- Statistical Section
  - Unaudited

SINGLE AUDIT

- Internal Control over Financial Reporting and Compliance
  - *Government Auditing Standards*
  - *No Opinion Expressed*

SINGLE AUDIT

- Compliance on Each Major Program
  - *Opinion on Compliance on Each Major Program*
  - Materiality
- Internal Control over Compliance
  - *No Opinion expressed on Internal Control over Compliance*
- Schedule of Expenditures of Federal Awards
  - *Opinion on the SEFA in relation to the basic financial statements as a whole*
  - Materiality

SINGLE AUDIT

- Schedule of Expenditures of Federal Awards and Schedule of Findings and Questioned Costs
  - Schedule of Expenditures of Federal Awards (SEFA)
  - Notes
  - Schedule of Findings and Questioned Costs
  - Schedule of Prior Audit Findings

TRAINING PROGRESS

- [x] **Session # 1:** Responsibilities of the Audit Committee 2/09/21
- [x] **Session # 2:** Fundamentals of Municipal Finance with a Guided Analysis of the City's CAFR and Single Audit Reports – 2/23/21
- [ ] **Session # 3:** Internal Control and Compliance – 9/14/21
- [ ] **Session # 4:** Risk Assessment – 11/9/21

Thank You

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