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

November 9, 2021

Regular Meeting - 5:00 to 6:30 PM (Temporary Meeting Time Change)

Zoom details to call-in for public comment during a meeting:
1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 858 7741 9793
3. Passcode: 065306

While in the Zoom waiting room, once the Mayor calls for public speakers for the agenda item on which you wish to speak, press *9 to raise your hand to inform the clerk you would like to speak during that agenda item. Once called on, press *6 to unmute your phone. Speakers shall have up to three minutes to speak per agenda item.

This meeting is being held in accordance with Assembly Bill 361, allowing members of the City Council, members of the public and staff to participate via teleconference.

Consistent with City policies imposed to promote social distancing, the facility where the City Council regularly meets is temporarily closed to the public. The public is encouraged to view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. EMAILING COMMENTS OR REQUESTING TO SIGN UP TO SPEAK BEFORE THE MEETING

   a. Submit an email to cityclerk@oxnard.org no later than 3 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the City Council prior to the start of the meeting and made part of the legislative record.
   b. Submit a request to speak by no later than 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/city-meetings, emailing the City Clerk at cityclerk@oxnard.org, or calling the City Clerk at (805) 385-7803.

2. PROVIDING PUBLIC COMMENTS DURING THE MEETING

   a. To provide public comment without requesting to speak prior to the meeting, during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting.
   b. Public comments on agenda items shall be taken following the announcement of the item. After all public speakers have been given an opportunity to speak on an agenda item, the public comment period shall be held open for three minutes to allow additional speakers to register or otherwise be recognized for the purpose of providing public comment. During this three minute time period, the City Council or staff may discuss the item being considered or briefly respond to previous comments.

Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

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)

* The City has filed pre-election and post-election lawsuits regarding the validity of Measure M.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

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. After 30 minutes, if all speakers have not 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

1. City Clerk Department

   SUBJECT: Approval of Minutes.

   RECOMMENDATION: That the Finance & Governance Committee approve the minutes of the September 28, 2021 regular meeting as presented.

   Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Finance Department

   SUBJECT: Audit Committee Training by Eadie + Payne. (40/15/5)

   RECOMMENDATION: That the Finance and Governance Committee receive a training presentation from Eadie + Payne on the roles and responsibilities of the Audit Committee. (Presentation will be live upon consultant's request).

   Legislative Body: Finance and Governance Committee

   Contact: Betsy George, 805-200-5400

2. Finance Department

   SUBJECT: Update on Corrective Action Plan (CAP). (0/5/5)

   RECOMMENDATION: That the Finance and Governance Committee receive an update on the Corrective Action Plan (CAP) and recommend that the update be presented to City Council.

   Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/JSBc36hHp04

   Contact: Betsy George, 805-200-5400

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

CITY OF OXNARD CALIFORNIA

**FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT**

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: November 9, 2021

TO: Finance & Governance Committee

FROM: Rose Chaparro, City Clerk, (805) 385-7805, rose.chaparro@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Finance & Governance Committee approve the minutes of the September 28, 2021 regular meeting as presented.

BACKGROUND

Approval of Minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Rose Chaparro, City Clerk

ATTACHMENTS

1. MINUTES 09 28 2021 Finance & Governance Committee

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
SEPTEMBER 28, 2021

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:02 p.m., Chair John C. Zaragoza called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Chair Zaragoza was present in person. Members Gabriela Basua and Gabriel (Gabe) Teran participated via videoconference. Member Basua joined the meeting virtually at 5:07 p.m.

Staff members present in person were Shiri Klima, Deputy City Manager; Stephen Fisher, City Attorney; and Rose Chaparro, City Clerk.

Staff members that participated via videoconference were Alexander Nguyen, City Manager; Betsy George, Chief Financial Officer; Alexander Hamilton, Fire Chief; and Nathan West, CUPA Manager.

The following NHA Advisors consultants also participated via videoconference Christian Sprunger, Assistant Vice President; Craig Hill, Managing Principal; and Rob Schmidt, Vice President.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from Lawrence Stein (AWTF debt service, farmer's water pipeline).

C. CONSENT AGENDA

1. City Clerk Department
SUBJECT: Approval of Minutes.
RECOMMENDATION: That the Finance and Governance Committee approve the minutes of the July 27, 2021 and September 14, 2021 regular meetings as presented.

It was moved by Member Teran, seconded by Member Zaragoza, to approve the Information/Consent item as presented, with a revision that the meeting minutes for the September 14, 2021 Finance and Governance Committee reflect that the meeting started at 5:05 p.m. VOTE: Zaragoza, Basua, and Teran voted in favor; the motion carried 3-0.

D. REPORTS

1. Finance Department

SUBJECT: Authorize Execution and Delivery of Schedule(s) of Property to the Banc of America Master Equipment Lease/Purchase Agreement A-7667 for the Acquisition, Financing, and Leasing of Certain Equipment for a new issuance Not To Exceed $10.5 million to fund the purchase of vehicles and trailers for the Environmental Resources Division of the Public Works

Department.

RECOMMENDATION: That the Finance and Governance Committee recommend City Council:

1. Adopt a resolution authorizing the execution and delivery of Schedules of Property to the Master Equipment Lease/Purchase Agreement for the acquisition, financing and leasing of certain equipment for the public benefit within the terms provided herein; authorizing the execution and delivery of other documents required in connection therewith; and authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by this resolution;
and

2. Adopt a resolution declaring the intent of the City to be reimbursed for certain capital expenditures from the proceeds of indebtedness.

Betsy George, Chief Financial Officer, introduced Christian Sprunger, NHA Advisors Assistant Vice President, who presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

Christian Sprunger of NHA Advisors clarified that the interest rate for the first item is 1.45%. The slide originally said 1.40%, which was an estimate a few weeks ago when the slide deck was due.

It was moved by Member Basua, seconded by Member Teran, to approve the recommended action as presented. VOTE: Teran, Basua, and Zaragoza voted in favor; the motion carried 3-0.

2. Finance Department

SUBJECT: Adjustment of State Surcharge Fees for Certified Unified Program Agency (CUPA) Services and Permits.

RECOMMENDATION: That Finance & Governance Committee recommends that City Council adopt a resolution to adjust the existing State General Oversight Surcharge fees.

Alexander Hamilton, Fire Chief presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

It was moved by Chair Zaragoza, seconded by Member Basua, to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

3. Finance Department

SUBJECT: Authorize Issuance and Sale of Water Revenue Refunding Bonds, Series 2021, to Refinance Outstanding 2014 Bonds.

RECOMMENDATION: That the Finance and Governance Committee recommend City Council adopt a resolution authorizing the issuance and sale of Water Revenue Refunding Bonds, Series

2021, in an aggregate principal amount not to exceed $25,000,000, to refinance outstanding bonds, authorizing execution of Indenture of Trust and related official actions.

Betsy George, Chief Financial Officer, introduced Christian Sprunger, NHA Advisors Assistant Vice President, who presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

It was moved by Chair Zaragoza, seconded by Member Teran, to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Zaragoza adjourned the meeting at 5:30 p.m.

ROSE CHAPARRO
City Clerk

JOHN C. ZARAGOZA
Chair

CITY OF OXNARD CALIFORNIA

FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT

REPORTS
AGENDA ITEM NO. D.1

DATE: November 9, 2021

TO: Finance & Governance Committee

FROM: Betsy George, Chief Financial Officer, 805-200-5400, betsy.george@oxnard.org

SUBJECT: Audit Committee Training by Eadie + Payne. (40/15/5)

RECOMMENDATION

That the Finance and Governance Committee receive a training presentation from Eadie + Payne on the roles and responsibilities of the Audit Committee.
(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 fourth and final) is to provide that training to the Committee.

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 reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Betsy George, Chief Financial Officer, Eadie+Payne

ATTACHMENTS

1. Audit Committee Training-Risk Management

OXNARD
CALIFORNIA

Session 4: Risk Management

November 9, 2021

EADIE PAYNE LLP
expect quality.

Agenda

1 What is Risk Management?

2 Roles and Responsibilities

4 Risk Appetite and Tolerance

5 Limitations

6 Risk Mitigation

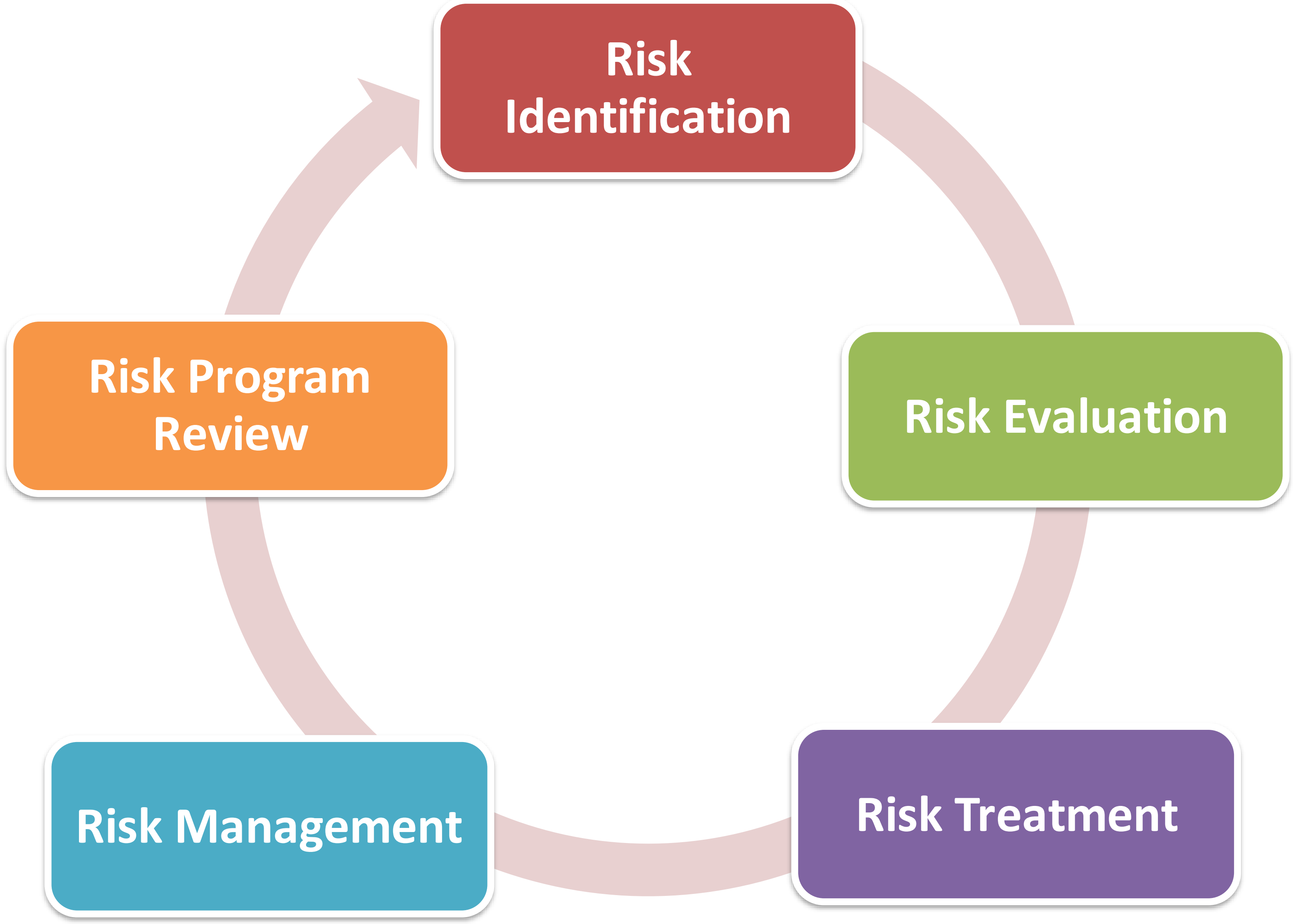
7 Practical Examples

OXNARD CALIFORNIA

EADIE PAYNE LLP

What is Risk Management?

- A process designed to identify potential events that may affect the City, and to manage risk within its risk appetite
- Effected by the City Council, management and other personnel
- Best applied in a strategy setting across the City



Roles and Responsibilities

- **City Council**
  - Authority for key decisions involving strategic direction, broad-based resource allocation and setting high-level objectives
  - Ensuring that objectives are met, determining that resources are effectively utilized, and ascertaining that risks are managed appropriately
  - Evaluating the extent to which city management effectively manages the risks identified

Roles and Responsibilities (cont'd)

- **Finance and Governance Committee/Audit Committee**
  - Assist the City Council in overseeing the risk management process
  - Review the City's risk management program for **risk appetite and tolerance, limitations,** and **mitigations**
  - Be apprised of the most significant risks and ascertaining whether management is responding appropriately

Risk Appetite and Tolerance

- Risk Appetite – the amount of risk that a government entity is willing to take to achieve its objectives;
- Risk Tolerance – the degree of acceptable variation in performance relative to the achievement of objectives

		Slightly harmful	Harmful	Extremely harmful
Likelihood	Highly unlikely	Trivial risk	Tolerable risk	Moderate risk
	Unlikely	Tolerable risk	Moderate risk	Substantial risk
	Likely	Moderate risk	Substantial risk	Intolerable risk

Limitations

- **Limitations that are inherent in any management process**
  - Role and reality of human judgement
  - Some degree of failure or error
  - Possibility of collusion or management override of processes
- **Cost of risk response alternatives**

Risk Mitigation

- The process of developing options and actions to enhance opportunities and reduce threats to the City's objectives

Practical Examples

- **Hazard risks, such as:**
  - Liability suits (e.g., operational, products, environmental)
  - Fire and other property damage
  - Theft and other crime
- **Financial risks, such as:**
  - Price (e.g., interest rate)
  - Liquidity (e.g., cash flow)
  - Credit (e.g., default by borrowers)
- **Operational risks, such as:**
  - Customer service
  - Succession planning
  - Cyber security
- **Strategic risks, such as:**
  - Demographic and social/cultural trends
  - Technology innovations
  - Political trends
- **Reputational risks, such as:**
  - Procedural and policy mistakes by staff
  - Perceptions of misuse of government resources
  - Fraud or contract mismanagement

Practical Examples (cont'd)

- **For each example, answer the following questions:**
  - Risk evaluation: What is the likelihood of something happening, and the impact that arises if it does actually happen?
  - Risk treatment: What are the range of options to address the risk, what options did the City go for, and what is the action plan?
  - Risk management implementation: Is the plan in motion? Who is responsible for implementing the plan?
  - Risk program review: Has the program been reviewed? Who is responsible for reviewing the plan? How often do they review?

Practical Examples (cont'd)

- **Sample questions by the Audit Committee:**
  - What is the City's risk appetite and tolerance?
  - What are the limitations?
  - What options and actions are there to enhance opportunities and reduce threats to the City's objectives?
  - What's the cost to the City?

QUESTIONS ?

THANK YOU

LLP

EADIE PAYNE

expect quality.

FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT

REPORTS
AGENDA ITEM NO. D.2

DATE: November 9, 2021

TO: Finance & Governance Committee

FROM: Betsy George, Chief Financial Officer, 805-200-5400, betsy.george@oxnard.org

SUBJECT: Update on Corrective Action Plan (CAP). (0/5/5)

RECOMMENDATION

That the Finance and Governance Committee receive an update on the Corrective Action Plan (CAP) and recommend that the update be presented to City Council.

Please click the following link to view the required Measure M pre-recorded presentation video:
https://youtu.be/JSBc36hHp04

BACKGROUND

The City's annual audit for FY 2014-15 produced 111 single-audit findings. These findings primarily concerned the City's policies and procedures (or lack thereof) for accounting and financial management. During the FY 2015-16 audit, there were an additional 5 audit findings. For FY 2016-17, an additional 19 audit findings occurred, of which 9 were repeat findings from the two prior audits. For FY 2017-18, an additional 37 audit findings occurred, of which 13 were repeat findings from the prior three audits. For FY 2018-19, there were an additional 11 findings, of which 3 were repeat findings from the prior four audits. Through FY 2018-19 there were a total of 183 audit findings.

The FY 2019-20 audit resulted in one additional finding related to Information Technology General Controls; this finding is a repeat from the prior five audits. The Information Technology (IT) related findings are communicated to City Council via separate confidential written reports (as the disclosure of those reports would reveal vulnerabilities to the City's IT system). There were no new findings for accounting and financial management, although four earlier audit findings remain unresolved.

In order to correct the various accounting and financial management audit findings, the City was required to produce a Corrective Action Plan, or CAP. This plan, updated annually, addresses all unresolved findings, and the steps and timeline to correct them.

In the Spring of 2017, after the 2015 and 2016 single audits were released simultaneously by Eadie + Payne, staff in the Finance Department and other departments began to address the first 111 audit findings. During the remainder of 2017 and throughout 2018, they made significant progress in executing the CAP and addressing the findings. They resolved more than 30 material weaknesses, for example.

In the meantime, however, new unique audit findings continued to pile up -- 39 more, as re-capped above. Therefore, at the beginning of 2019, staff created a detailed audit scorecard, and began presenting it to the Finance and Governance Committee, and to City Council, every six months.

In April 2021, staff provided an update of the audit scorecard to the Finance and Governance Committee (and, later, to City Council) indicating that the total number of unresolved, unique (non-repeat) findings last spring was 6. There was a minor correction made to the information presented in April. The FY 2019-20 Information Technology related finding is a repeated finding and, therefore, the original finding from the prior year's audit should have been reflected as closed in the Single Audit Report's Schedule of Prior Years Findings. The correction was confirmed by Eadie + Payne and the unresolved unique (non-repeat) findings as of last spring has been adjusted to five. The corrected scorecard appears on slide 5 of the accompanying PowerPoint presentation from staff.

As shown on the new audit scorecard (slide 6 of the accompanying staff PowerPoint presentation) – the count of unresolved findings remains unchanged. Of the 184 total audit findings (of which 158 were unique, non-repeat), five remain outstanding. Slide 7 lists them. These last few audit findings are in the process of being resolved. Last Spring, staff had three of the outstanding findings at the "To Be Tested" and Eadie + Payne will test them between now and January 2022.

Staff will continue to present to the Finance and Governance Committee the CAP and the progress the City has made in addressing outstanding findings.

STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Jennifer Hiraoka, Senior Manager Internal Controls/Acting Controller, Betsy George, Chief Financial Officer

ATTACHMENTS

1. 21.11.09 Corrective Action Update for FGC

UPDATE ON CORRECTIVE ACTION PLAN FISCAL YEARS 2015 – 2020 SINGLE AUDITS

Presentation to Finance and Governance Committee

Jennifer Hiraoka, Senior Manager Internal Controls/Interim Controller
Betsy George, Chief Financial Officer

November 9, 2021

CITY OF OXNARD CALIFORNIA

AGENDA

- Status of Corrective Action Plan
- Continued progress

CAP STATUS DEFINITIONS

Complete – Auditors have tested and determined that corrective action for the finding has been effectively implemented

To Be Tested – Policies and Procedures (P&P) approved (if applicable), training completed and corrective action ready for auditors to test during the next single audit

P&P Draft – P&P drafted but not yet approved by CFO and/or training not yet provided.

In Progress – Staff has taken steps towards implementation, but not yet drafted P&P or completed training

Not Started – Staff has not initiated mitigations, implemented resolutions or provided training

Passed/No Longer Required – Staff disagrees with the finding and/or auditors have determined corrective action is no longer required

FY 2020 SINGLE AUDIT RESULTED IN ONE ADDITIONAL FINDING, 4 PREVIOUS FINDINGS REMAIN UNRESOLVED – NO MATERIAL WEAKNESSES

FINDINGS STATUS (2015-2020) (as of March '21)	MATERIAL WEAKNESS	SIGNIFICANT DEFICIENCY	Non-Compliance	Best Practice	TOTAL
TOTAL Findings	72	76	17	19	184
Repeat Findings	*(7)*	*(11)*	*(4)*	*(4)*	*(26)*
TOTAL Unique Findings	65	65	13	15	158
COMPLETE	63	57	7	12	139
Passed / No Longer Required	2	3	6	3	14
TO BE TESTED	0	3	0	0	3
P&P DRAFT	0	0	0	0	0
IN PROGRESS	0	2	0	0	2
NOT STARTED	0	0	0	0	0
TOTAL Unresolved Findings	0	5	0	0	5

CORRECTIVE ACTION PLAN STATUS THROUGH OCTOBER 2021

FINDINGS STATUS (2015-2020) (as of October '21)	MATERIAL WEAKNESS	SIGNIFICANT DEFICIENCY	Non-Compliance	Best Practice	TOTAL
TOTAL Findings	**72**	**76**	**17**	**19**	**184**
Repeat Findings	*(7)*	*(11)*	*(4)*	*(4)*	*(26)*
TOTAL Unique Findings	**65**	**65**	**13**	**15**	**158**
COMPLETE	63	57	7	12	139
Passed / No Longer Required	2	3	6	3	14
TO BE TESTED	0	3	0	0	3
P&P DRAFT	0	0	0	0	0
IN PROGRESS	0	2	0	0	2
NOT STARTED	0	0	0	0	0
TOTAL Unresolved Unique Findings	**0**	**5**	**0**	**0**	**5**

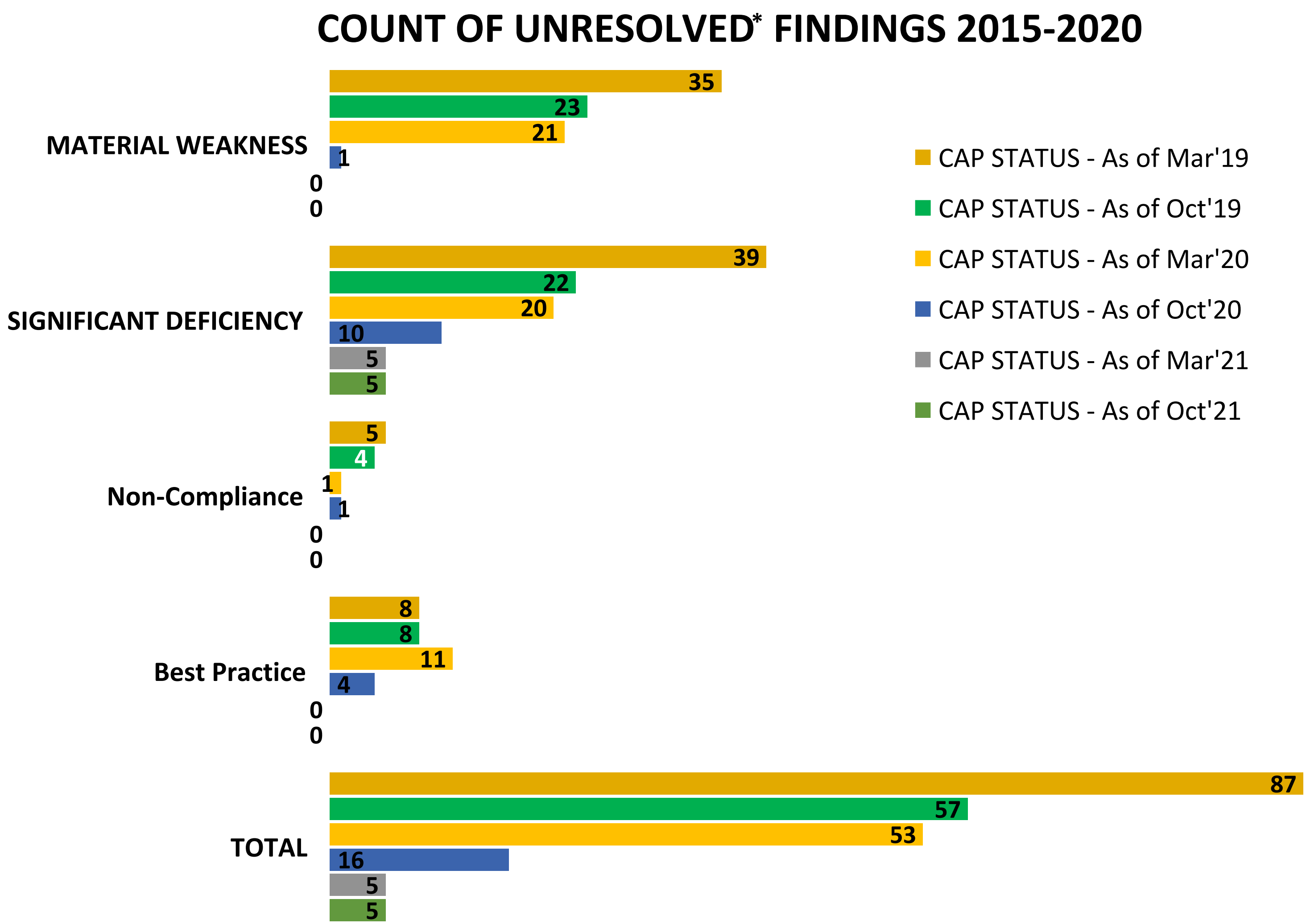
The five (5) outstanding remaining findings:

To Be Tested by External Auditors (Eadie & Payne)

- Notes Receivable: Develop and implement policies and procedures to collect payments from developers based on residual revenues [Housing Department]
- Lease Agreements: Develop a process to identify and evaluate lease agreements [*Finance Department*]
- Pension Plans: Develop and implement a process to review the CalPERS and PARS census data used in pension plan valuation [*Human Resources Department-Payroll*]

City Staff In Progress of Developing or Implementing Policies & Procedures to Resolve Finding

- Update to Indirect Cost Allocation Plan [Finance Department]
- Information Technology (IT) General Controls [IT Department]



*Includes all unique findings excluding "Complete" or "Passed/No Longer Required" status

PROGRESS CONTINUES

- New Senior Manager, Internal Controls started May 3, 2021 – currently working as Acting Controller.
- Internal Control Integrated Framework (ICIF) Policies
  - Seven policies implemented through March 2021
  - Eighth policy implemented June 2021
  - Ninth – and final – policy to be implemented December 2021
- On-going Training
  - Staff
  - Finance and Governance Committee serving as audit committee
    - Session completed September 14 , 2021
    - Additional session scheduled for November 9, 2021
- ERP implementation project on-going
  - Numerous financial and process controls to be enhanced in conjunction with Munis implementation (go-live July 2022)

RECOMMENDATION

That the Finance and Governance Committee receives an update on the Corrective Action Plan (CAP) and gives authorization for staff to present the item to City Council.