HISTORY OF THE OFFICE OF THE CITY AUDITOR

VOTE BY BALLOT NOVEMBER 8, 1983

Harriet Richardson – City Auditor
Apr 2014 – Present
Houman Boussina – Acting City Auditor
Sep 2013 – Apr 2014
James Pelletier – City Auditor
Jan 2012 – Sep 2013
Michael Edmonds – Acting City Auditor
Oct 2010 – Oct 2011
Lynda Flores Brouchoud – City Auditor
Sep 2008 – Apr 2011
Sharon Winslow Erickson – City Auditor
Jul 2001 – Mar 2008

William Vinson – City Auditor
May 1992 – Oct 2000
Tracy Kwok – Acting City Auditor
Jan 1992 – May 1992
George Beck – City Auditor
Mar 1991 – Dec 1991
Tracy Kwok – Acting City Auditor
Oct 1990 – Feb 1991
Michael Northrup – City Auditor
Jan 1987 – Apr 1990

SEE ATTACHED BALLOT

CITY OF
PALO ALTO

County of Santa Clara
California

A

Sample Ballot
& Voter Information Pamphlet
Muestra de Balota
y Panfleto de Informacion para el Elector

CONSOLIDATED ELECTIONS
NOVEMBER 8, 1983

ELECCIONES CONSOLIDADAS
8 DE NOVIEMBRE DE 1983

THE LOCATION OF YOUR POLLING PLACE IS SHOWN ON BACK COVER

EL LUGAR DONDE DEBE USTED VOTAR APARECE EN LA CUBIERTA POSTERIOR

CITY OF PALO ALTO MEASURE C

Shall the charter of the city of Palo Alto be amended to eliminate the office of Controller appointed by the City Council and to create a new office of Auditor to be appointed by the City Council?

For the Amendment_____
Against the Amendment_____

If a majority of qualified electors voting on such measure shall vote in favor of City of Palo Alto Measure C, it shall be deemed ratified and Sections 9 and 20 of Article III, Sections 1, 6.p., and 12 of Article IV of the Charter of the City of Palo Alto, shall be amended, and Section 13 shall be added to Article IV of the Charter of the City of Palo Alto to read as follows:

Article III, Sec. 9. Officers appointed by council; boards, committees, and commissions. The council shall appoint a city manager, clerk, attorney, and ~~controller~~ **auditor**, and, except as otherwise provided, may by ordinance or otherwise create or abolish offices, boards, committees, or commissions, and provide for their manner of appointment, their tenure, and the duties which they shall perform.

Article III, Sec. 20. Assignment of officers' duties. The council may, by ordinance, assign additional duties and powers to officers, departments, commissions, and boards provided in this charter, or may reassign functions from one office to another, or may combine in one office the powers and duties of another office, provided that the offices of city manager and ~~controller~~ **auditor** may not be combined and that an office to which the manager makes the appointment shall not be combined with one to which the appointment is made by the council.

Article IV, Sec. 1. Council appointed officers. The council shall appoint the city manager, clerk, attorney and ~~controller~~ **auditor** who shall serve at its pleasure.

Article IV, Sec. 6. Duties of city manager. It shall be the duty of the city manager:
p. To coordinate the purchasing for all departments of the City. No purchase shall be made without approval of the city manager. ~~and city controller.~~

Article IV, Sec. 12. Duties of appointive officers. The duties of the city clerk and attorney ~~and controller~~ shall be those normally exercised by such officers as provided in this charter and in the administrative code. ~~provided, however, that the controller shall in addition have full charge of all accounting and billing in all departments, recommend the form in which the budget is to be adopted, and interpret the intent of the appropriation.~~
It shall be the duty of the city auditor to ensure that the City departments and officers responsible for accounting and financial management activities comply with statutory requirements and accounting standards. It shall be the duty of the auditor to conduct internal audits of all the fiscal transactions of the City including, but not limited to, the examination and analysis of fiscal procedures and the examination, checking, and verification of accounts and expenditures; and the city auditor shall provide other analyses of financial and operating data as directed by the city council. The city auditor shall conduct internal audits in accordance with a schedule approved by the city council and may conduct unscheduled audits from time to time. The results of these audits shall be reported in writing to the city council and the city manager. In addition, the auditor shall have such other duties as the council may by ordinance direct.

Article IV, Sec. 13. Audits. In addition to the audits conducted by the city auditor, the city council shall engage an independent certified public accounting firm to conduct an annual external audit and report the results of this audit in writing to the city council. The city auditor shall coordinate the annual external audit.

CITY ATTORNEY'S IMPARTIAL ANALYSIS OF MEASURE C

This measure is a proposed Charter Amendment to remove the City Charter requirement for a City Controller and to establish a Charter requirement for a City Auditor.

Existing Charter provisions specify that the City Controller is one of the officers of the City who is to be appointed by and serve at the pleasure of the City Council. The person serving in this position is responsible for all City billing and accounting.

The proposed Charter Amendment would remove the Charter requirement for and the specific duties of the City Controller. The City Council would continue to have the power to assign the Controller's duties to another officer or department by ordinance. This amendment also provides for a new City officer, the City Auditor, who would be appointed by and serve at the pleasure of the City Council. The responsibilities of the City Auditor, as specified by the Charter Amendment, include conducting internal audits of the city's financial transactions and procedures, providing financial and operating data, and coordinating the annual external audit. The Auditor may also be assigned additional duties by the Council.

Currently the City contracts for the services of an independent certified public accounting firm to conduct an annual external audit although this is not required by the Charter. The proposed amendment will make this current practice a Charter requirement.

Diane M. Lee
City Attorney

ARGUMENT IN FAVOR OF MEASURE C

This year the Council appointed an Ad Hoc Committee, composed of government and business financial experts, to review the City's financial administration.

As a result of their study, the Ad Hoc Committee recommended the Charter be amended to change the City Controller position to that of City Auditor and for the first time place annual and periodic audit requirements into the Charter. The City Auditor will be appointed by the Council, as is the current City Controller, and will be independent of other City departments.

These amendments should be adopted for the following reasons:

First, Measure C will provide an independent source of financial information for the City Council and the public. The independent Auditor would provide verification of financial information within Palo Alto city government and will supervise the Charter-required annual and periodic audits.

Second, the proposal will streamline the financial administration of city government. Currently, the Controller performs many day-to-day functions that are tied very closely to the activities of City departments which report to the City Manager. Financial administration and budget implementation are critical to efficient management of the City. Under the proposal, strictly administrative functions will be switched to a financial officer reporting to the City Manager. This will better integrate financial administration with day-to-day City operations and provide clearer lines of responsibility.

Finally, the proposal will bring the organizational structure of Palo Alto city government in line with similar city governments in California. An independent consultant's study commissioned by the City Council concluded that Palo Alto's structure calling for an independent City Controller was the only one of its kind in the State and that there were no strong arguments for retaining it. The proposed restructuring will be in accord with modern financial practice.

We strongly recommend the adoption of Measure C.

PALO ALTO CITY COUNCIL, Betsy Bechtel, Mayor
Frank M. Patitucci, Chairman, Ad Hoc Committee on City Financial Structure
LEAGUE OF WOMEN VOTERS OF PALO ALTO, Lynn Torin, President
Alan Henderson, Mayor, 1979-81
PALO ALTO CIVIC LEAGUE, Jon R. Parsons, President

NO ARGUMENT AGAINST MEASURE C WAS SUBMITTED