



City of Palo Alto

City Council Staff Report

(ID # 10961)

Report Type: Consent Calendar

Meeting Date: 1/27/2020

Summary Title: P&S Recommendation to Accept Status Updates of Audits

Title: Policy and Services Committee and Staff 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; and 4) Continuous Monitoring: Payments

From: City Manager

Lead Department: Administrative Services

Recommendation

The Policy and Services Committee and staff 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; and 4) Continuous Monitoring: Payments.

Discussion

The Policy and Services Committee convened on December 10, 2019 ([CMR: 10773](#)) and unanimously approved and recommended that the City Council accept the report on the status of the four audits. The video from the meeting can be found [here](#) and the action minutes can be found [here](#) (minutes are not yet available for the meeting).

Stakeholder Engagement

Staff report [10773](#) was coordinated with the City Auditor's Office staff. The roll out of citywide changes such as the new meals policy included two citywide training offerings to allow staff to be trained and engage with the new policy and provide feedback and areas for clarification prior to finalizing.

Resource Impact

The implementation of the audit recommendations thus far have been handled with existing resources limiting the pace of implementation as well as the absorption of additional duties and processes as requested in the [findings](#).

Policy Implications

The implementation of the audit [recommendations](#) is consistent with existing city policies.