



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JANUARY 8, 2019**

FROM: INTERNAL AUDIT DIVISION **WARDS: ALL**

**SUBJECT: PERFORMANCE ASSESSMENT AND FINANCIAL EXPENDITURE REVIEW BY
MANAGEMENT PARTNERS FOR THE PUBLIC WORKS, GENERAL SERVICES,
AND PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENTS**

ISSUES:

Receive and provide input on the Performance Assessment and Financial Expenditure Review reports by Management Partners for the Public Works, General Services, and Parks, Recreation and Community Services Departments.

RECOMMENDATION:

That the City Council:

1. Receive and provide input on the Management Partner's Performance Assessment and Financial Expenditure Review report for the Public Works, General Services, and Parks, Recreation and Community Services Departments; and
2. Direct staff from the Public Works, General Services, and Parks, Recreation and Community Services Departments to return to the Governmental Affairs Committee in three months with Action Plans.

BACKGROUND:

One of the strategic goals for the City Manager's Office is to continue facilitating a culture of continuous improvement and innovation in the workplace through regular process improvement activities, rewarding innovative practices, and regular review of department operations.

On July 25, 2015, City Council endorsed the Performance Assessment and Financial Expenditure Audit Program, providing for comprehensive and independent audits of all departments by qualified experts on a five year rotating basis.

On November 28, 2017, the City Council approved the scope of work for the review of the Public Works, General Services, and Parks, Recreation and Community Services Departments.

On March 13, 2018, the City Council approved a Professional Consultant Services Agreement with Management Partners in the amount not to exceed \$185,000 to conduct the performance assessment and financial expenditure for all three departments.

DISCUSSION:

Management Partners conducted their review during the months of March through September, 2018. Mr. Andrew Belknap, Regional Vice President of Management Partners, and Steve Toler, Senior Manager of Management Partners, will present a summary of the attached performance assessment and financial expenditure for all three departments.

FISCAL IMPACT:

There is no fiscal impact associated with review of the Management Partners report at this time.

Prepared by:	Vincent Price, Senior Internal Auditor
Approved by:	Carlie Myers, Deputy City Manager
Certified as to	
availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

1. Public Works Department Report
2. General Services Department Report
3. Parks, Recreation and Community Services Department Report
4. Presentation