

Consultation can be made with our current auditors to perform the task, or an RFP shall include an agency that has subpoena powers; and audit and compile a report on the following:

1. All Management hires in the last two years and proof of proper procedures, detail of the specific application process, advertisement process including copies of all public advertising and material. Review hires with an eye to compliance with charter and personnel provisions.
2. Complete audit of the Finance and CEDC departments in 2020, 2021 and 2022 inclusive of all distribution of outside funds.
3. Review all promotions and step advancements in 2021 and 2022 regarding compliance with the charter requirement that all personnel decisions be based on merit, decision-making regarding promotions and compliance with all relevant statutes.
4. Review and provide details on everyone that received out of class pays for the last five years.
5. Provide a copy of all departure and/or termination settlements between the city and effective parties including all directors, and explanation of administrative decision-making relating to such.
6. A list of all ARPA distributions to non-profit organizations and review as to whether provisions of the Ethics Code and administrative procedures were followed in the distribution of funds.
7. All agreement between the administration the police regarding police captains resulting in overtime and its effect on individual pensions.
8. Review and report on the distributions and internal controls related to the issuance of overtime for the last two years.
9. Investigating agency shall have the authority to subpoena any documents from the Controller's office as deemed necessary to compile their report.

RFP Evaluation Committee: Councilperson Zucal, Council President Hendricks, Director of Finance, and City Clerk as an alternate.