



City of Santa Clara

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Agenda Report

18-699

Agenda Date: 11/27/2018

REPORT TO COUNCIL

SUBJECT

Action on the Response by TAP International, Inc. to Santa Clara Chamber of Commerce “Response to Audit Findings and Concerns with City Actions”

BACKGROUND

On September 18, 2018 TAP International (TAP) presented its performance audit titled “Santa Clara Convention Center and convention-Visitor’s Bureau: Restructuring Operations Can Strengthen Accountability, Performance, and Revenue.”

Subsequently in October 2018 the Santa Clara Chamber of Commerce (Chamber), issued a video statement and report titled “Santa Clara Chamber of Commerce Response to Audit Findings and Concerns with City Actions.”

TAP International prepared a response to the comments contained in the Chamber document.

DISCUSSION

As an independent auditor, the scope, methodology and findings of TAP’s work with public entities are guided by auditing standards published by the United States Government Accountability Office, also known as the “Yellow Book”.

The Yellow Book provides standards and guidance for auditors and audit organizations, outlining the requirements for audit reports, professional qualifications for auditors, and audit organization quality control. Auditors of federal, state, and local government programs use these standards to perform their audits and produce their reports.

TAP requested an opportunity to submit a written response to the Chamber’s response document for the benefit of the public record.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this item other than administrative time and expense.

COORDINATION

This item has been coordinated with the City Attorney’s Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Action on the November 18, 2018 TAP International response to Santa Clara Chamber of Commerce "Response to Audit Findings and Concerns with City Actions"

Reviewed by: Ruth Shikada, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. TAP International Response Letter dated November 18, 2018