



FINANCIAL MANAGEMENT COMMITTEE

NOTICE OF OPEN MEETING

DATE: THURSDAY, 2016 FEBRUARY 25

TIME: 5:30 PM

PLACE: Council Committee Room, Burnaby City Hall

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>MINUTES</u>	
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7. CLOSED

Public excluded according to Sections 90(k) & 92 of the Community Charter

8. ADJOURNMENT



FINANCIAL MANAGEMENT COMMITTEE MINUTES

Thursday, 2016 January 28

An Open meeting of the Financial Management Committee was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Thursday, 2016 January 28 at 5:30 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
Councillor Colleen Jordan, Vice Chair
Councillor Paul McDonell, Member

STAFF: Mr. Bob Moncur, City Manager
Mr. Lambert Chu, Deputy City Manager
Mr. Lou Pelletier, Director Planning and Building
Ms. Denise Jorgenson, Director Finance
Mr. Leon Gous, Director Engineering
Ms. Shari Wallace, Chief Information Office
Mr. Doug Spindler, Assistant Director Finance – Treasury Services
Mr. Richard Rowley, Assistant Director Finance – Revenue Services
Mr. Ian Wasson, Planner 2
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 5:35 p.m.

2. MINUTES

a) **Minutes of the Open meeting of the Financial Management Committee held on 2015 November 26**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the minutes of the Open meeting of the Financial Management Committee held on 2015 November 26 be adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) Correspondence from City of Langley
Re: 2016 FCM Resolution - Build Canada Grant Funding

Correspondence was received from Carolyn Mushata, Corporate Officer, City of Langley advising that Langley City Council adopted the following resolution for consideration at the 2016 FCM Annual Conference, and seeking Metro Vancouver member municipalities' support.

"WHEREAS the Federal Government's Build Canada grant program generally shares the costs of all approved infrastructure projects equally between the province and local jurisdiction at one-third each;

AND WHEREAS for nationally significant projects, where projects provide a greater national benefit, and where communities are disproportionately and directly impacted by such projects, the burden of one-third of the cost is inequitable and too high for the local jurisdiction;

THEREFORE BE IT RESOLVED that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost."

4. REPORTS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Director Planning and Building
Re: Gilmore Urban Trail Highway 1 Crossing

The Director Planning and Building submitted a report seeking Council authorization for construction of specific works related to the Gilmore Urban Trail from Canada Way to Henning Drive/Dawson Street, and requesting authority for the exchange of

property related to 3020 Gilmore Diversion located within the Willingdon/Canada Way Business Centre to accommodate an urban trail on the Gilmore Diversion.

The Director Planning and Building recommended:

1. THAT Council authorize an expenditure, not to exceed \$3,338,889 (inclusive of 5% GST) from Gaming Funds for the construction of specific works for the Gilmore Urban Trail and related works as outlined in this report.
2. THAT the introduction of Highway Closure and Road Dedication Bylaws be authorized according to the terms outlined in Section 2.0 of this report.
3. THAT a property exchange involving 3020 Gilmore Diversion, Lot 25, District Lot 69, Group 1, New Westminster District Plan 36487, Kebet Holdings Ltd. and 4206 Manor Street, West Half Lot 1 Except: Part on SRW Plan 26625, Block 35, District Lot 69, New Westminster District Plan 1321, City of Burnaby be authorized in accordance with the terms outlined in Section 2.0 of this report.
4. THAT Council forward a copy of this report to the Transportation Committee for information.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

Arising from discussion, the Committee requested staff provide rationale for the road alignment, traffic analysis, maps of lanes and configurations before and after the construction, and other details of the proposed urban trail route.

Staff undertook to provide the requested information.

b) Report from the Chief Information Officer
Re: 2016 Information Technology - Infrastructure Capital
Program

The Chief Information Officer submitted a report seeking approval for capital expenditures and bylaw funding for computer equipment replacement, betterments and IT infrastructure acquisitions as part of the 2016 IT Infrastructure Program.

The Chief Information Officer recommended:

1. THAT Council approve the capital expenditure of \$4,982,800 for computer equipment replacement, betterments and infrastructure acquisitions, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$5,215,700 (inclusive of taxes) to finance the 2016 IT Infrastructure Program.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

c) Report from the Fire Chief
Re: Station 1 Tarmac Resurfacing Funding Request

The Fire Chief submitted a report seeking project approval for the replacement of the training grounds pavement at Fire Station 1.

The Fire Chief recommended:

1. THAT the Financial Management Committee recommends Council authorize the completion of the project detailed in this report.
2. THAT the Financial Management Committee recommends Council authorize a bylaw in the amount of \$262,500 (inclusive of GST) from Capital Reserves for design through to completion of this project.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the Fire Chief be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Finance
Re: City Investments - 2015 Year End Report

The Director Finance submitted a report providing a 2015 Investment Program update and presenting the 2016 Investment Program forecast.

The Director Finance recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

5. NEW BUSINESS

a) BC Business Profile – Councillor Johnston

An email was received from Mr. Paul Holden, President and CEO of Burnaby Board of Trade seeking the City's support to create a *Special Promotional Feature* in the BCBusiness.

Councillor Johnston referred to a presentation from Mr. Paul Holden, given to the Committee in September 2015, regarding a multi-page feature in BCBusiness magazine to showcase Burnaby.

The promotional feature will appear in both the June 2016 print issue and on-line at BCBusiness.ca, as well as it will be shared through BCBusiness' social media channels, providing a greater exposure throughout the BC business community. The feature will shine a spotlight on the City of Burnaby Economic Development Profile and the many initiatives underway that are fostering economic growth and vitality in the City. The advertisement will reach over 100,000 business readers, corporate decision-makers, investors and entrepreneurs.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the City participate at BCBusiness' promotional feature advertisement; and
THAT an expenditure of \$5,000 from Gaming Interest Funds be approved to finance the advertisement.

CARRIED UNANIMOUSLY

b) 2016 Home Owner Grants – Director Finance

The Director Finance submitted a memorandum providing an update on Burnaby property assessments and the 2016 residential property eligibility thresholds for grant funding under the Provincial Home Owner Grant Program.

The Committee requested comparison of business tax rates to other municipalities.

Staff undertook to provide the requested information.

6. INQUIRIES

There were no inquiries brought before the Committee at this time.

7. CLOSED

Public excluded in accordance with Sections 90 & 92 of the Community Charter

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this meeting do now recess.

CARRIED UNANIMOUSLY

The meeting recessed at 6:25 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The meeting reconvened at 6:36 p.m.

8. ADJOURNMENT

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting adjourned at 6:36 p.m.

Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Dan Johnston
CHAIR



February 10, 2016

Ref: 165594

His Worship Mayor Derek R. Corrigan
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

SECTION 2
COUNCIL CORRESPONDENCE
City Manager
Deputy City Managers
Dir. Finance
City Solicitor
Financial Mgmt Committee (Feb. 25)

Dear Mayor Corrigan:

Thank you for your letter of December 17, 2015, regarding your concerns about anticipated property assessment changes in 2016. I apologize for the delay in responding. Let me begin by saying that we take your concerns very seriously, and want to work with you to address the potential tax implications of the 2016 assessment roll on Burnaby residents.

As you are aware, the BC Assessment Authority is an independent Crown corporation mandated to create a fair and accurate assessment roll, which is then used by local governments to distribute the tax burden within classes – as well as across classes – by adjusting tax rates accordingly. I understand Burnaby City Council is considering an adjustment to the Class 1(Residential) tax rate, but that there are still concerns about homes with above-average value increases that may experience higher tax hikes relative to others.

Due to provisions in the *Community Charter*, local governments cannot vary tax rates within a class. However, another option available to local governments which experience dramatic increases in market-driven assessed values is to pass a bylaw to average assessed values over three years (Part 7, Division 3, Section 198(1)), as has the City of Vancouver. This measure can help address tax impacts that may arise when properties experience a significant assessed value increase above the average for the class.

I have directed Ministry of Community, Sport and Cultural Development staff to work closely with Burnaby City Council to review assessment averaging and other options that may be able to assist the city in partially offsetting increases in assessed values, allowing it to better manage property tax increases. Further, as in past years, the Province of British Columbia is carefully reviewing school property tax rates so that, on average, any adjustment or increase to the rates will be limited to inflation and new construction added to the assessment roll for 2016.

In your letter, you also ask the Province to consider freezing property assessments at 2014 levels. I would like to be clear that an assessment roll freeze is not being considered at this time. The current assessed values are the best basis on which to share the tax burden. Using a previous year's values

.../2

His Worship Mayor Derek R. Corrigan
Page 2

would serve only to share the same tax burden based on an older set of assessments; this may be perceived as unfair by those whose property has decreased in value, or increased less than the average. In addition, a roll freeze would require a statutory amendment which would impact the entire province, and is a measure intended for only extreme and highly unusual circumstances that affect every community in British Columbia.

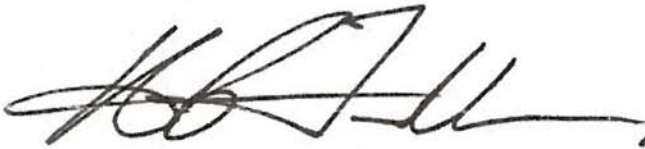
I would also like to address your concern about Home Owner Grants. I am aware that large increases in assessed values for homes in Metro Vancouver could create hardship for property owners who lose eligibility for the Home Owner Grant because their assessments are greater than the threshold. The threshold and market trends are reviewed each year by the Ministry of Finance so that the Province can make appropriate adjustments to ensure that homeowners can appropriately benefit from the full Home Owner Grant program, while recognizing that a suitable threshold on assessed value is necessary to preserve fairness. The 2016 threshold has been increased to \$1.2 million, and 91 percent of homes in the province fall below this threshold.

For homes with assessed values above the threshold, the grant is gradually phased out at the rate of \$5 per \$1,000 of assessed value. Low-income seniors and other taxpayers who would qualify for the Home Owner Grant except for the high value of their homes can apply for the low-income grant supplement, which essentially replaces any Home Owner Grant lost to the threshold. Property owners can also inquire about eligibility for the provincial tax deferment program.

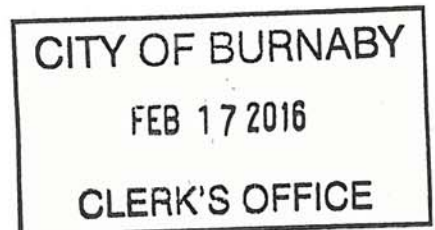
I want to reiterate that Ministry staff are committed to working with Burnaby City Council, within existing legislative provisions, to help mitigate the impact of significant increases in market-driven assessed values.

Thank you again for writing.

Sincerely,



Peter Fassbender
Minister





Meeting 2016 February 25
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2016 February 11

FROM: CHIEF INFORMATION OFFICER

FILE: 6500-20

SUBJECT: 2016 INFORMATION TECHNOLOGY CAPITAL PROGRAM FOR
BUSINESS APPLICATIONS

PURPOSE: To request project approval and funding bylaw for implementation of the 2016 Business Applications Program.

RECOMMENDATIONS:

1. **THAT** Financial Management Committee recommend Council approve the capital expenditure of \$1,764,750 for the 2016 enterprise and departmental applications programs as outlined in this report.
2. **THAT** Financial Management Committee recommend Council authorize staff to bring down a bylaw in the amount of \$1,847,215 (inclusive of GST of \$82,465) from Capital Reserves to finance the purchase.

REPORT

1.0 BACKGROUND

The 2016 Provisional Capital Program includes a provision for the annual information technology capital program. This program facilitates the replacement, extension and upgrading of enterprise and departmental applications software in order to enhance service to the public and improve the efficiency of internal business processes.

Funding requests reflect the anticipated scope of these projects in 2016: some projects are close to completion while others are multi-year programs. Cost estimates associated with these projects are also subject to revision following formal requests for proposal and detailed blueprinting. System enhancements may also be accommodated within the overall funding envelope during the course of 2016.

To: Chair and Members Financial Management Committee
 From: Chief Information Officer
 Re: 2016 Information Technology Capital Program for Business Applications
 2016 February 11Page 2

1.1 Enterprise and Departmental Business Applications

The City develops an annual plan to replace and upgrade business applications for the purposes of enhancing citizen service through quicker and easier access to City information and services online, and to ensure internal systems are robust, sustainable and continue to evolve to meet the changing needs of the business.

The initiatives, which comprise the proposed 2016 program, have been selected based on input from City departments and prioritized based on criteria established by the City's IT Executive Steering Committee which consists of senior staff from all user departments.

The 2016 Information Technology program includes the following key initiatives:

- Licence, Inspections and Permits system replacement - Phase 1
- Fuel Management system upgrade – Phase 1
- Corporate Point of Sale system
- Human Resources, Payroll and Benefits systems
- Web Portal and Online City Services development
- Vehicle Maintenance system replacement project
- Construction Project Management system
- SAP Service Pack implementation (annual upgrade)
- Asset Capitalization project
- Systems Enhancements.

Additional information about the IT projects for 2016, including cost estimates, is included in Appendix 1.

The Licence, Inspections and Permits system replacement project was approved by Council on May 19, 2015, therefore, it is not included in the approval and funding bylaw request for this report. The cost of the Treasury Management replacement project is also excluded from this funding request and will be covered by a separate report.

2.0 RECOMMENDATIONS

The 2016 information technology programs are selected based on business and public service needs as identified and reviewed by the inter-department staff working group and steering committee. The objective of the 2016 program is to implement exiting and new initiatives that will enhance service to the general public and City departments.

To: Chair and Members Financial Management Committee
From: Chief Information Officer
Re: 2016 Information Technology Capital Program for Business Applications
2016 February 11Page 3

It is recommended that the Financial Management Committee recommend Council approve the capital expenditure of \$1,764,750 for the 2016 business applications programs, and for the Financial Management Committee to recommend Council authorize staff to bring down a bylaw in the amount of \$1,847,215 (inclusive of GST of \$82,465) from Capital Reserves to finance the purchase as outlined in this report.



Shari Wallace
CHIEF INFORMATION OFFICER

SW:SW/bk

Copied to: City Manager
Deputy City Managers
Director Finance
City Solicitor

To: Chair and Members Financial Management Committee
 From: Chief Information Officer
 Re: 2016 Information Technology Capital Program for Business Applications
 2016 February 11Page 4

Appendix 1 - Business Solutions & Support Projects for 2016

Key Projects	2016 Request ¹⁾	Description
Fuel Management System (Phase 1 – Works Yard)	\$72,800	This project started in 2015 and will update the City's aging fuel management system. It will deliver an automated, secure, auditable fuel dispensing and monitoring system, including enhanced reporting and improved management controls.
Corporate Point of Sale (POS)	\$133,750	This project started in 2015 and continues the implementation of a new third-party POS system which offers the latest technology and capabilities and will assist the City in maintaining PCI compliance.
Human Resources, Payroll and Benefits systems	\$386,300	The Managers' Self-Service project will enable City staff to perform key functions online: e.g., submit and approve leave applications, view team calendars and approve or reject timecards. This is the 2016 phase of this project: the 2015 portion covered delivery of online personal profiles, benefits overview, vacation allowances and the ability to view T4 and TD1 forms online. The Qualification Catalog project will build an enterprise qualifications catalogue to enable automated tracking and reporting of formal education, professional designations and certificates. The City has a regulatory requirement for certain positions to ensure that staff acquire and maintain appropriate certification.
Web Portal and Online City Services development	\$246,100	An ongoing program continuing from 2015: includes a range of smaller initiatives such as the revamp of City web pages to also display properly on mobile devices (~50% of traffic to the City's web pages is now via a mobile device rather than a static PC); an upgrade to some City web sites to drive 'views' and revenues (e.g., food services websites and golf tee-times).

¹ Funding requests reflect the anticipated scope of these projects in 2016: some projects are close to completion while others are multi-year programs.

To: Chair and Members Financial Management Committee
 From: Chief Information Officer
 Re: 2016 Information Technology Capital Program for Business Applications
 2016 February 11Page 5

Key Projects	2016 Request ¹⁾	Description
Vehicle Maintenance Project	\$214,000	Retirement of current legacy fleet management system and replacement with SAP functionality, including asset lifecycle management, work management and financial management of vehicles and equipment.
Construction Project Management System	\$224,700	Implementation of a project portfolio management tool to help the Engineering Projects group deliver, track and report on the program of capital works undertaken annually by the City.
SAP Service Pack implementation	\$304,950	Annual initiative to apply the latest SAP service pack which contains critical system updates, legislative and regulatory changes, enhancements and new functionality required by City departments.
Asset Capitalization project	\$112,600	Multi-year project to implement a capital asset lifecycle management process within SAP.
Systems Enhancements	\$69,550	A range of minor enhancements to enterprise and department systems to enhance functionality and address emerging business needs.
SUB-TOTAL	\$1,764,750	<i>Note: only PST is included in this number.</i>



Meeting 2016 Feb 25

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2016 February 18

FROM: DIRECTOR FINANCE
CHIEF INFORMATION OFFICER

FILE: 7500-20

SUBJECT: 2016 TREASURY MANAGEMENT SYSTEM IMPLEMENTATION
CAPITAL PROJECT FUNDING REQUEST

PURPOSE: To request funding approval for the 2016 Treasury Management System implementation capital project.

RECOMMENDATIONS:

1. **THAT** Financial Management Committee recommend Council approve the capital expenditures of \$897,500 for the replacement of the Treasury Management System capital project, as outlined in this report.
2. **THAT** Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves Bylaw to appropriate \$942,375 including GST in the amount of \$44,875 to finance this capital project.

REPORT

The 2016 Information Technology capital plan includes a capital project item for the replacement of the Finance Department's Treasury Management System. This project will replace the existing treasury system which was first implemented in 1998 to meet banking, audit and investment standards and controls for the \$239 million investment portfolio at the time. Today the Finance Department oversees a \$930 million investment portfolio consisting of various money market and fixed income products for which the current treasury system has reached the end of its service life and management capabilities. The current system is not vendor supported and does not appropriately meet the audit and cash management controls required for the management of capital preservation, portfolio liquidity and yield opportunities.

The City Treasury Services division focuses on the protection of the City's investment and cash assets through legislative guidelines and strict management procedures and controls. By replacing the treasury system, the City can minimize operational disruptions due to system failure and limited functionality that is currently being supported by multiple spreadsheets and cross system reconciliation processes. The complex nature and sophistication of current day investments, reporting requirements and operational controls cannot be met by the current treasury system.

To: Financial Management Committee
 From: Director Finance and Chief Information Officer
 Re: 2016 Treasury Management System Implementation Capital Project Funding Request
 2016 February 18.....Page 2

A Request for Proposal was conducted in December 2015 and a lead proponent identified to perform the technical configuration of the SAP Treasury Management module. This module will allow Finance to leverage the City's existing SAP financial functions and business processes to better analyze data and expedite investment decisions. In addition, Treasury Services will have improved tools to conduct quick and improved portfolio modeling; thus enhancing yield opportunities and income for the investment portfolio. The system improvements will support the Community Charter legislative guidelines and auditing standards, as well as provide flexibility for future reporting requirements.

Funding approval is requested in order to proceed with the contract award for implementation services as soon as possible in 2016. The capital funding request covers the external consulting services for implementing the SAP Treasury module, the software licence costs, internal staff and consulting costs associated with implementing the module and project contingency. Sufficient Capital Reserves are available to complete these works.


1.0 TREASURY MANAGEMENT MODULE IMPLEMENTATION

The treasury system software replacement will be completed in a single phase, with high impact on Treasury staff for approximately six months' time, but with relatively low impact on other City operations. The replacement software will utilize the SAP Treasury Management module which meets the City's requirements and leverages the existing integration of the City's SAP financial system, banking and accounting records and utilizes the existing SAP hardware.

2.0 RECOMMENDATION

It is recommended that Financial Management Committee recommend Council approve the capital expenditures of \$897,500 for the replacement of the Treasury Management System capital project, as outlined in this report.

It is also recommended that Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves Bylaw to appropriate \$942,375 including GST in the amount of \$44,875 to finance this capital project.



for Denise Jorgenson
 DIRECTOR FINANCE



Shari Wallace
 CHIEF INFORMATION OFFICER

DJ:DS /ml

Copied to: City Manager



Meeting 2016 Feb 25

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2016 February 18

FROM: DIRECTOR FINANCE

FILE: 5210-01

**SUBJECT: IBM HARDWARE/SOFTWARE & CISCO HARDWARE
MAINTENANCE AND SUPPORT**

PURPOSE: To obtain Council approval to award a contract to IBM Canada Ltd. for IBM hardware/software maintenance/support and Cisco maintenance/support.

RECOMMENDATION:

1. **THAT** a contract be awarded to IBM Canada Ltd. for IBM hardware/software maintenance & support and Cisco maintenance & support at an estimated cost of \$283,137.35 including GST and PST in the amount of \$16,859.53 as outlined in this report for a 21-month period commencing 2016 April 01 to 2017 December 31.

REPORT**1.0 INTRODUCTION**

The City had a maintenance and support contract with IBM Canada Ltd. ("IBM") which expired on 2015 December 31. The City is now required to enter into a new support contract which covers technical support and maintenance of hardware and software supplied by IBM.

The work of this contract is for technical support and maintenance of equipment and software supplied by IBM which is no longer under factory warranty.

Old equipment is removed from the list as it is retired, while new equipment is automatically added as the factory warranties expire. As part of managing the IT infrastructure environment, IT staff evaluates the overall business and technology risk of each component to determine which should be replaced before the warranty expires and which should be placed on a maintenance agreement to extend its useful life.

Under this agreement, IBM will remediate issues and provide security and performance upgrades and general support for the term of the contract.

A Notice of Intent was issued on BC Bid to comply with BC legislative requirements. The City did not receive any objections to the award notice.

To: Financial Management Committee
From: Director Finance
Re: IBM HARDWARE/SOFTWARE & CISCO HARDWARE MAINTENANCE AND SUPPORT
2016 February 18..... Page 2

2.0 RECOMMENDATION

Staff recommend proceeding with the award to IBM. The total cost of the new contract is \$283,137.35 including GST and PST in the amount of \$16,859.50 for a twenty-one (21) month period commencing 2016 April 01 to 2017 December 31. Funding for this expenditure is included in operating accounts within the 2016 – 2020 Provisional Financial Plan.



for
Denise Jorgenson
DIRECTOR FINANCE

GC:CA/ts

Copied to: City Manager
Chief Information Officer