



AUDIT, FINANCE AND ADMINISTRATION COMMITTEE MINUTES 23-001

9:30 a.m.
January 19, 2023
Council Chambers
Hamilton City Hall

Present: Councillors C. Kroetsch (Chair), T. Hwang (Vice-Chair), J. Beattie, B. Clark, M. Tadeson, A. Wilson and M. Wilson

Also Present: Councillor T. Jackson

THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:

1. **860 Rymal Rd E - Wentworth Condominium Corporation (WCC) #128
Wastewater/Storm Sewer Credit (Item 7.1)**

(Beattie/Tadeson)

WHEREAS, 860 Rymal Rd E is an 87-unit townhome complex that experienced a sharp increase in their wastewater / storm bills during 2022 that was attributable to a private watermain break in a driveway and a service line break under the basement floor of a unit;

WHEREAS, prior to 2022 the typical monthly water billings averaged approximately 1,500m³ in consumption with total water and wastewater/storm monthly bills of about \$6,000 and the period of high consumption related to the service line leaks of January 4, 2022 to October 3, 2022 amounted to 50,317m³ equating to total water and wastewater/storm charges of \$190,299.32;

WHEREAS, Hamilton Water reviewed the private watermain break and concluded that given the location of the leak and the fact that the leaking water remained underground, it appears that the leaking water ended up underground and likely did not enter the City's sanitary or storm sewer systems.

WHEREAS, the wastewater portion associated with the excess water consumption related to the service line leak at 860 Rymal Road amounts to \$65,900.

THEREFORE BE IT RESOLVED:

That staff be directed to provide a credit adjustment in the amount of \$65,900 to the Wentworth Condominium Corporation (WCC) #128 for excess wastewater/storm sewer charges located at 860 Rymal Rd E, for the billing period from January 4, 2022 to October 3, 2022.

Result: Motion CARRIED by a vote of 6 to 1, as follows:

YES - Ward 1 Councillor Maureen Wilson
NO - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

2. 2022 City of Hamilton External Audit Plan (FCS23008) (City Wide) (Item 8.1)

(a) (Tadeson/Hwang)

That Appendix "A" attached to Report FCS23008 respecting the 2022 City of Hamilton External Financial Audit Planning Report prepared by KPMG be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 - Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(b) (Kroetsch/Clark)

That staff be directed to work with the external auditor to develop an executive summary of the financial audit to make it more accessible to the public, utilising clear writing standards, to be included as part of the final audit report.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 - Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

3. Water Meter Program Audit and Water Billing Service Transition Project (AUD23002) (City Wide) (Item 8.2)

(Hwang/M. Wilson)

- (a) That Report AUD23002, and Appendices “A” and “C” to Report AUD23002, respecting the Water Meter Program Audit, be received;
- (b) That **staff be directed to revise** the Management Responses, as detailed in Appendix “B” to Report AUD23002, **to indicate approval of the Office of the City Auditor’s Recommendation 5, and that the revised Appendix “B” to Report AUD23002**, be approved;
- (c) That the General Manager of Public Works be directed to implement the Management Responses and report back to the Audit, Finance and Administration Committee by July 2023 on the nature and status of actions taken in response to the audit report; and
- (d) That the General Manager of Public Works, in conjunction with the General Manager of Finance and Corporate Services, be directed to conduct a fulsome risk assessment for the Water Billing Service Transition Project; **and**
- (e) **That staff ensure a privacy impact assessment is completed for the water billing service transition project.**

Result: Main Motion, As Amended, CARRIED by a vote of 7 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - CHAIR Ward 2 Councillor Cameron Kroetsch
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson

4. Hamilton Municipal Cemeteries Trust Funds Audit (AUD23001) (City Wide) (Item 8.3)

(Beattie/A. Wilson)

- (a) That Report AUD23001 and Appendix “A” to Report AUD23001, respecting the Hamilton Municipal Cemeteries Trust Funds Audit be received;
- (b) That the Management Responses, as detailed in Appendix “B” to Report AUD23001 be approved;
- (c) That the General Managers of Public Works, and Finance and Corporate Services be directed to implement the Management Responses (attached as Appendix “B” to Report AUD23001) and report back to the Audit, Finance and Administration Committee by December 2023 on the nature and status of actions taken in response to the audit report; and
- (d) That the confidential Appendix “C” to Report AUD23001, respecting Hamilton Municipal Cemeteries Trust Funds Audit Report: Cash Handling Audit, remain confidential and restricted from public disclosure.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

5. Utility Billing Transition Project Procurement Plan (FCS21082(d)) (City Wide) (Item 10.1)

(A. Wilson/Beattie)

- (a) That the single source procurement with Olameter Inc. to provide manual water meter reading services for the City of Hamilton, pursuant to Procurement Policy #11 – Non-competitive Procurements, be approved;
- (b) That the General Manager, Public Works, be authorized to negotiate, enter into and execute a contract and any ancillary documents required to give effect thereto to provide manual water meter reading services for the City of Hamilton for a term of two years with a one-year term extension at the City's sole option, commencing from when the City assumes responsibility for utility billing from Alectra Utilities, in a form satisfactory to the City Solicitor.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

6. 2023 Budget Submission – Committee Against Racism (CM23003) (City Wide) (Item 10.2)

(Beattie/Clark)

That the Committee Against Racism 2023 base budget attached as Appendix "A" to report CM23003 in the amount of \$8,900, be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 6 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
NOT PRESENT - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie

YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

7. 2023 Budget Submission – Advisory Committee for Immigrants and Refugees (CM23006) (City Wide) (Item 10.3)

(A. Wilson/Beattie)

That the Advisory Committee for Immigrants and Refugees 2023 base budget submission attached as Appendix “A” to Report (CM23006) in the amount of \$3,500.00, be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

8. 2023 Budget Submission: Mundialization Committee (CM23004) (City Wide) (Item 10.4)

(A. Wilson/Hwang)

- (a) That Appendix “A” to Report CM23004 respecting the Mundialization Committee’s 2023 base budget submission be approved in the amount of \$5,890.00; and
- (b) That Mundialization Committee’s 2023 budget submission be referred to the 2023 budget process.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

9. 2023 Budget Submission Hamilton Women and Gender Equity Committee (CM23002) (City Wide) (Item 10.5)

(Hwang/Tadeson)

That the Hamilton Women and Gender Equity Committee 2023 base budget submission attached as Appendix “A” to Report CM23002 in the amount of \$3,500.00, be approved and referred to the 2023 budget process for consideration.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

10. Recording of Advisory Committee Meetings (FCS21054(a)) (Item 10.6)

(Tadeson/A. Wilson)

- (a) That Council approve the recording and retention of all Virtual, Hybrid and In Person Advisory Committee meetings;
- (b) That subject to the approval of recommendation (a) to this report, the draft by-law, entitled “To Amend By-law No. 11-040 To Establish Retention Periods for Records of the City of Hamilton” (the “Records Retention By-law”), attached as Appendix ‘A’ to this report, be enacted by Council;
- (c) That subject to the approval of recommendation (a) to this report, the recruitment advertising for Advisory Committee Membership include notice that all Advisory Committee meetings will be livestreamed and recorded for future viewing; and
- (d) That subject to the approval of recommendation (a) to this report, all Council appointed Advisory Committee members be required to sign the Acknowledgement Form prior to each member attending their first meeting, as acknowledgement of the livestreaming and recording of all meetings.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

11. Road Maintenance Small Tools and Equipment Inventory Audit and Follow up to Audit Report AUD11006 (AUD21010): Management Update (PW23004) (City Wide) (Item 10.7)

(Beattie/A. Wilson)

That Report PW23004, respecting Road Maintenance Small Tools and Equipment Inventory Audit and Follow up to Audit Report AUD11006 (AUD21010): Management Update, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

- YES - Ward 1 Councillor Maureen Wilson
- YES - CHAIR Ward 2 Councillor Cameron Kroetsch
- YES - Ward 4 Councillor Tammy Hwang
- YES - Ward 9 Councillor Brad Clark
- YES - Ward 10 Councillor Jeff Beattie
- YES - Ward 11 Councillor Mark Tadeson
- YES - Ward 13 Councillor Alex Wilson

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised of the following changes to the agenda:

6. DELEGATION REQUESTS

- 6.1 Angelo Cristofaro, Consilium Public Sector Services Inc., respecting Fairness of procurement process for contract number C5-09-22 - Development of a Multi-Year Plan to Build Safer Communities (For a future meeting).

10. DISCUSSION ITEMS

- 10.7 Road Maintenance Small Tools and Equipment Inventory Audit and Follow up to Audit Report AUD11006 (AUD21010): Management Update (PW23004) (City Wide)

11. MOTIONS

- 11.1 Development Charge Demolition Charge Credit Extension for 708 Rymal Road East, Hamilton, Ontario – **WITHDRAWN**

12. NOTICES OF MOTION

- 12.1 Delegated Authority to Staff relating to Water Service Line Leaks

(Hwang/A. Wilson)

That the agenda for the January 19, 2023 Audit, Finance and Administration Committee meeting be approved, as amended.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

(i) December 1, 2022 (Item 4.1)

(Tadeson/Hwang)

That the Minutes of the December 1, 2022 meeting of the Audit, Finance and Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES – CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(d) COMMUNICATIONS (Item 5)

(i) Correspondence from Khursheed Ahmed, respecting their resignation from the Immigrant and Refugee Advisory Committee (Item 5.1)

(Hwang/A. Wilson)

That the correspondence from Khursheed Ahmed, respecting their resignation from the Immigrant and Refugee Advisory Committee, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark

YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(e) DELEGATION REQUEST (Item 6)

- (i) Angelo Cristofaro, Consilium Public Sector Services Inc., respecting Fairness of procurement process for contract number C5-09-22 - Development of a Multi-Year Plan to Build Safer Communities (For a future meeting) (Added Item 6.1)**

(Beattie/Tadeson)

That the delegation request from Angelo Cristofaro, Consilium Public Sector Services Inc., respecting Fairness of procurement process for contract number C5-09-22 - Development of a Multi-Year Plan to Build Safer Communities, be approved for a future meeting.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(f) DELEGATIONS (Item 7)

- (i) Patricia Ford, Wentworth Condominium Corporation (WCC) #128 at 860 Rymal Rd. E., respecting a water service line leak (Item 7.1)**

Patricia Ford, Wentworth Condominium Corporation (WCC) #128 at 860 Rymal Rd. E., addressed Committee respecting a water service line leak.

- (ii) Staff Supporting Documentation respecting a water service line leak at Wentworth Condominium Corporation (WCC) #128 at 860 Rymal Rd. E., (Item 7.1(a))**

(Hwang/Tadeson)

- (a) That the delegation from Patricia Ford, Wentworth Condominium Corporation (WCC) #128 at 860 Rymal Rd. E., respecting the water service line leak, be received; and
- (b) That the Staff Supporting Documentation respecting the water service line leak at Wentworth Condominium Corporation (WCC) #128 at 860 Rymal Rd. E., be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For further disposition of this matter, refer to Item 1.

(g) PRESENTATIONS (Item 8)

(i) 2022 City of Hamilton External Audit Plan (FCS23008) (City Wide) (Item 8.1)

Paul Ciapanna, KPMG, addressed the Committee respecting 2022 City of Hamilton External Audit Plan, with the aid of a presentation.

(Hwang/A. Wilson)

That the presentation from Paul Ciapanna, KPMG, respecting the 2022 City of Hamilton External Audit Plan, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For further disposition of this item, refer to Item 2.

(ii) Water Meter Program Audit and Water Billing Service Transition Project (AUD23002) (City Wide) (Item 8.2)

Brigette Minard, Deputy City Auditor, and Melissa Fournier, John Asher and Mike Cunningham, BDO, addressed the Committee respecting Water Meter Program Audit and Water Billing Service Transition Project, with the aid of a presentation.

(a) (Hwang/Beattie)

That the presentation from Brigette Minard, Deputy City Auditor, and Melissa Fournier, John Asher and Mike Cunningham, BDO, respecting Water Meter Program Audit and Water Billing Service Transition Project, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(b) (Kroetsch/Clark)

That subsection (b) of Report AUD23002, respecting the Water Meter Program Audit and Water Billing Service Transition Project, be **amended** as follows:

(b) That **staff be directed to revise** the Management Responses, as detailed in Appendix "B" to Report AUD23002, **to indicate approval of the Office of the City Auditor's Recommendation 5, and that the revised Appendix "B" to Report AUD23002**, be approved;

(c) (Clark/Beattie)

That Report AUD23002, respecting the Water Meter Program Audit and Water Billing Service Transition Project, be further **amended** to add a new subsection (e), as follows:

(e) That staff ensure a privacy impact assessment is completed for the water billing service transition project.

Result: Amendments (ii)(b) and (c) CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For further disposition of this item, refer to Item 3.

(iii) Hamilton Municipal Cemeteries Trust Funds Audit (AUD23001) (City Wide) (Item 8.3)

Charles Brown, City Auditor addressed the Committee respecting Hamilton Municipal Cemeteries Trust Funds Audit, with the aid of a presentation.

(Beattie/A. Wilson)

That the presentation from Charles Brown, City Auditor, respecting Hamilton Municipal Cemeteries Trust Funds Audit, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

For further disposition of this item, refer to Item 4.

(g) CONSENT ITEMS (Item 7)

(Hwang/Beattie)

That the Committee Against Racism Minutes of April 26, 2022, be received.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

(h) NOTICES OF MOTION (Item 12)

(i) Delegated Authority to Staff relating to Water Service Line Leaks (Added Item 12.1)

Councillor Hwang introduced the following Notice of Motion:

WHEREAS, individual community members, corporations, non-profit organizations, and all other resident entities can delegate to the Audit Finance and Administration Committee to ask for Council consideration for bill adjustments and waiving of penalties, fees, interest accrued relating to charges for water and wastewater services;

WHEREAS, some properties with water meters located at the property line may experience increased water and wastewater/storm billings related to downstream water service line leaks;

WHEREAS, there is no Council approved policy/by-law authority for staff to address water service line leaks and their associated costs to claimants;
and

WHEREAS, staff are better equipped to respond to technical and other considerations related to decision making with respect to water service line leaks than members of Council;

THEREFORE, BE IT RESOLVED:

That staff report back to the Audit, Finance and Administration Committee with a Water Service Line Leak Wastewater Bill Adjustment Policy to provide delegated authority for staff to make decisions on bill adjustments, waiving of fees/penalties, or enforcement of fees associated with water service line leaks; such policy to include an evaluation framework that would allow staff to determine the validity of water service line leak claims and appeals.

(i) ADJOURNMENT (Item 15)

(Hwang/Tadeson)

That, there being no further business, the Audit, Finance and Administration Committee, be adjourned at 12:57 p.m.

Result: Motion CARRIED by a vote of 7 to 0, as follows:

YES - Ward 1 Councillor Maureen Wilson
YES - CHAIR Ward 2 Councillor Cameron Kroetsch
YES - Ward 4 Councillor Tammy Hwang
YES - Ward 9 Councillor Brad Clark
YES - Ward 10 Councillor Jeff Beattie
YES - Ward 11 Councillor Mark Tadeson
YES - Ward 13 Councillor Alex Wilson

Respectfully submitted,

Councillor Cameron Kroetsch, Chair
Audit, Finance and Administration
Committee

Tamara Bates
Legislative Coordinator
Office of the City Clerk