



DATE: June 3, 2024
TO: Honorable Members of the Audit Committee
FROM: Andy Hanau, City Auditor
SUBJECT: City Auditor Activity Report – May 2024

This report provides information on the Office of the City Auditor’s activities as of May 2024. This includes any audit reports issued during the month of May, the status of current audit projects, and a list of planned audits that have not yet started.

The “Target Completion Date” provided for each audit project indicates our estimate of when the audit report will be issued. However, future circumstances may delay report issuances, such as delays in receiving data for review, numerous and extensive findings that require further evaluation, and additional discussions with management to demonstrate that our audit findings are valid and recommendations for improvement are necessary.

There were no audit reports or other work products issued in May 2024

Audits in Progress – Report Writing Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Purchasing and Contracting: Contract Management	The objective is to determine if the process for administering contracts and the governance process for contract extensions or increases allows for effective management and oversight, specifically: <ul style="list-style-type: none"> • Does the City appropriately extend or increase the value of goods and services contracts in accordance with SDMC and best practices? 	July 2024	1,702	1,600
Facilities Maintenance	The objectives are Objective 1: Determine whether the City tracks and assesses the condition of City-owned, City-occupied facilities. Objective 2: Determine whether the City plans and conducts maintenance efficiently and effectively for City-owned, City-occupied facilities. Objective 3: Determine whether the City efficiently funded the maintenance needs of City-owned, City-occupied facilities from FY2016 through FY2023.	July 2024	1,388	1,800

Audits in progress in the Fieldwork Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Annual Mission Bay and San Diego Regional Parks Improvement Funds Audit FY2023	The Annual Mission Bay Funds Audit is required by the City Charter, Article V, Section 55.2 (e). The objective of this audit is to verify the prior fiscal year collection, allocation, and use of Mission Bay Funds comply with City Charter requirements.	September 2024	170	310
Department of Finance and Government Affairs: Grants	The objectives are: 1) To determine if the City is competitive in planning for and pursuing grant funding; and 2) To determine if the City's policies and processes for grant research and application are followed and align with industry best practices.	November 2024	836	1,800
Fire-Rescue: Overtime	The objectives are: 1) To determine what factors contribute most to the Fire Rescue Department's overtime costs and if there are opportunities to reduce overtime costs; 2) To determine if the Fire-Rescue Department's current staffing model is optimized to meet the department's service delivery requirements; and 3) To determine if there are opportunities to improve the Fire-Rescue Department's overtime budgeting process.	November 2024	945	2,000

Audits in Progress – Planning Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
General Services: Fleet Maintenance	The tentative objective is to determine if the fleet repair program is timely and cost-effective.	TBD	553	2,000
Public Utilities and Strategic Capital Projects: Pure Water	The tentative objective is to determine lessons learned from Part I of the Pure Water project as they relate to planning and project management and identify improvements for future phases of the project.	January 2025	545	2,400
IT Performance Audit of Citywide Cybersecurity Defenses	The primary goal of this audit is to evaluate the effectiveness of Citywide cyber defenses against both internal and external cyber threats, including cyberattacks. The audit may include a contract for specialized cybersecurity skills, which OCA anticipates could be funded through its current budget allocation.	January 2025	126	1,000
Environmental Services: Trash, Recycling, and Organics Collection	The tentative objective is to determine if the City's trash, recycling, and organics collection and handling is efficient and in compliance with recent legislation such as SB 1383, AB1276, and the City's Recycling Ordinance.	February 2025	129	2,000

Other Audit Activity

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
<p>Follow-up on Audit Report Recommendations</p>	<p>We report the implementation status in a semi-annual follow-up report, and we periodically issue other recommendation follow-up reports.</p> <p>We issued our first report in September 2023, and we issued another report in March 2024. We will update our interactive recommendation tracking dashboard to accompany the report.</p>	<p>On-going</p>	<p>660</p>	<p>750</p>
<p>Fraud, Waste, and Abuse Hotline</p>	<p>City Auditor investigative staff reviews Fraud Hotline calls received and performs investigations for allegations of material fraud, waste, or abuse. Reports are issued for substantiated fraud-related allegations, and we issue a Quarterly Fraud Hotline Report with the status of activities.</p>	<p>On-going</p>	<p>2,856</p>	<p>2,960</p>

Audit Reports and Other Work Products Completed During FY2024

04/30/2024

[City Auditor's Quarterly Fraud Hotline Report – Q3 Fiscal Year 2024](#)

04/29/2024

[Re-Review of the 2013 Audit of the City's Pothole Repair Operations](#)

04/08/2024

[Open Audit Recommendations where Departments Indicate Additional Resources are Necessary for Full Implementation](#)

03/28/2024

Confidential IT Performance Audit of SDPD Body Camera Management and Use

03/21/2024

[March 2024 - Audit Recommendation Follow-Up Report](#)

03/05/2024

[Performance Audit of the San Diego Housing Commission's Property Acquisition Process](#)

02/28/2024

[Performance Audit of SDPD Overtime](#)

- [SDPD Overtime Highlights](#)

02/12/2024

[Performance Audit of the City's Street Maintenance Program](#)

- [Street Maintenance Highlights](#)

01/19/2024

[CY2023 Annual Accomplishments Report](#)

01/17/2024

[City Auditor's Quarterly Fraud Hotline Report – Q2 Fiscal Year 2024](#)

11/14/2023

[Performance Audit of the Mission Bay and San Diego Regional Parks Improvement Funds, Fiscal Year 2022](#)

- [Performance Audit of Mission Bay FY22 Highlights](#)

11/13/2023

[Agreed-Upon Procedures Report Related to the Central Stores Physical Inventory - Fiscal Year 2023](#)

10/31/2023

[City Auditor's Quarterly Fraud Hotline Report – Q1 Fiscal Year 2024](#)

10/30/2023

[Re-Review of the 2016 Audit of the City's Programs Responsible for Improving Pedestrian Safety](#)

- [City's Programs Responsible for Improving Pedestrian Safety Highlights](#)

09/05/2023

[Fraud Hotline Report of Purchase Order Approvals](#)

07/18/2023

[Performance Audit of the City's Classified Employee Hiring Process](#)

- [City's Classified Employee Hiring Process Highlights](#)

07/17/2023

[Performance Audit of the City's Brush Management on City-Owned Land](#)

- [City's Brush Management on City-Owned Land Highlights](#)

07/11/2023

[City Auditor's Quarterly Fraud Hotline Report - Q4 Fiscal Year 2023](#)

FY2024 Planned Audits Not Yet Started

Planned Audits	Estimated Audit Hours
IT Audits – 2 Audits IT Performance Audit of Accela Availability and Integration (800 hours) IT Audit Project Risk Assessment Improvement Project (200 hours)	2,000
Annual Central Stores Inventory Agreed-Upon Procedures Review FY2024	10

Respectfully submitted,



Andy Hanau
City Auditor

cc: Honorable Mayor Todd R. Gloria
Honorable Members of the City Council
Honorable City Attorney Mara Elliott
Eric K. Dargan, Chief Operating Officer
Christiana Gauger, Chief Compliance Officer
Charles Modica, Independent Budget Analyst