



THE CITY OF SAN DIEGO

DATE: August 16, 2021
TO: Honorable Members of the Audit Committee
FROM: Andy Hanau, City Auditor
SUBJECT: City Auditor Activity Report – July 2021

This report provides information on the Office of the City Auditor's activities as of July 31, 2021. This includes any audit reports issued during the month of July, 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 issuance, such as delays in receiving data for review, numerous and extensive findings that require further evaluation, and additional discussions with management to prove and demonstrate that our audit findings are valid and recommendations for improvement are necessary.

Reports issued during July 2021:

07/22/2021

[Performance Audit of the City's Major Building Acquisition Process](#)

07/21/2021

[Performance Audit of The City's Use of Cares Act Funding](#)

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Audits in Progress – Report Writing Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Department of Finance - User Fees	The objective for this audit is to review the process and frequency of user fee updates to determine if they are being evaluated and updated in accordance with CP 100-05 and industry best practices.	August 2021	1,458	1,600
Annual Central Stores Inventory Audit FY 2021	San Diego Municipal Code Section §22.0501 requires an annual count of inventory in City storerooms and warehouses. The objective of this audit is to confirm the valuation of Central Stores inventory	August 2021	10	20

Audits in Progress – Fieldwork Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours ¹
Parks & Recreation – Program Equity	The objectives are to (1) Determine whether the Department effectively identifies recreation programming equity needs in each community, (2) Determine whether the Department meets identified programming needs equitably through funding and staffing allocations, and (3) Determine whether the Department provides residents with equitable access to recreation programs.	October 2021	1,416	1,600

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours¹
Real Estate Assets Department - Leasing City Property	The objectives are to (1) To evaluate whether READ's process for monitoring and transitioning expiring and holdover agreements to long term leases aligns with best practices, (2) To evaluate whether lease contracts contain best practice lease contract clauses.	December 2021	789	1,400

Audits in Progress - Planning Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
IT Application Audit of the Fire Department's Emergency Response Management System	The tentative objective for this audit is to test the effectiveness of the IT general controls and IT security controls of the Fire Department's Emergency Response Management System.	TBD	80	600
City's Fiscal Sustainability and Financial Condition	The objective for this audit is to review the fiscal sustainability and financial condition of the City of San Diego by analyzing trends in the City's financial data over the 10-year period of FY 2011 to FY 2020.	TBD	11	400

Other Audit Activity

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Follow-up on Audit Report Recommendations	We report the implementation status on a semi-annual follow-up report, and we periodically issue other recommendation follow-up reports.	On-going	87	1,400
Fraud, Waste, and Abuse Hotline	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.	On-going	229	2,960

FY 2022 Planned Audits Not Yet Started

Planned Audits	Estimated Audit Hours
Annual Central Stores Inventory Audit FY22	200
Annual Mission Bay Fund Audit FY 2021	300
IT Performance Audit of Fire-Safety Department's Network Security	1,000
Get It Done Application	1,800
San Diego Police Department – Vehicle Towing Process	1,800
Development Services Department - Code Enforcement	1,800
Risk Management – Workers' Compensation	2,000
San Diego Police Department – Management of Body Worn Cameras	2,000

Planned Audits	Estimated Audit Hours
Homeless Strategies / Housing Commission	2,200
Public Works: Engineering & Capital Projects	2,400

Respectfully submitted,



Andy Hanau
City Auditor

cc: Honorable Mayor Todd R. Gloria
Honorable Members of the City Council
Honorable City Attorney Mara Elliott
Jay Goldstone, Chief Operating Officer
Kristina Peralta, Deputy Chief Operating Officer
Andrea Tevlin, Independent Budget Analyst