



THE CITY OF SAN DIEGO

DATE: November 1, 2013

TO: Honorable Members of the Audit Committee

FROM: Eduardo Luna, City Auditor

SUBJECT: **City Auditor Activity Report – September 2013**

This report provides information on the activities of the Office of the City Auditor for the month of September 2013. It includes the status of current audit projects and a summary of planned audits that we have not yet started.

Audit Reports Issued:

September 9, 2013 – Issued our Performance Audit of Publishing Services. The report can be found on our website at:

http://www.sandiego.gov/auditor/reports/fy14_pdf/audit/14-005_Publishing_Services.pdf

September 23, 2013 – Issued our Performance Audit of Police Patrol Operations. The report can be found on our website at:

http://www.sandiego.gov/auditor/reports/fy14_pdf/audit/14-006_Patrol_Operations.pdf

September 26, 2013 - Issued MGO's Agreed-Upon Procedures Audit Related to the Central Stores Physical Inventory

http://www.sandiego.gov/auditor/reports/fy14_pdf/audit/14-007_centralstoresaudit.pdf



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Audits in Process– Report Writing				
Audit	Status	Target Completion Date	Audit Hours Used	Budgeted Hours
IT – Web Services	The objective of this audit is to determine if the listing of online services offered by City departments is current and complete and evaluate barriers to expanding online services.	November 2013	1,385	1,400
Public Utilities Department – Customer Support (Meter Reading)	The objective of this audit is to identify key risks that may impact the Customer Support operations and provide recommendations to improve the overall efficiency and effectiveness of the operations.	November 2013	1,794	1,600

Audits In Progress – Fieldwork				
Audit	Status	Target Completion Date	Audit Hours Used	Budgeted Hours
Personnel Department - Recruiting	The objective of this audit is to review the efficiency and effectiveness of the Personnel Department’s recruitment and hiring process.	November 2013	763	1,100
Graffiti Abatement Program	The objective of this audit is to review the efficiency and effectiveness of the Graffiti Abatement Program.	December 2013	720	1,000
Community Facilities Districts (CFD)	The objective of this audit is to determine if homeowners' required payments are calculated accurately and the controls to prevent errors are adequate.	December 2013	1,029	1,250
City Comptroller– Payroll	The objective of this audit is to determine if payroll payments are properly made and adequate controls are in place.	December 2013	1,439	2,500

Other Audit Activity				
Activity	Status	Target Completion Date	Audit Hours Used	Budgeted Hours
Follow-up on Audit Report Recommendations	The City Auditor tracks all audit recommendations made since fiscal year 2008. On a semi-annual basis, we conduct audit work to determine if audit recommendations reported as implemented are in fact, implemented. We report the implementation status on a semi-annual follow-up report. The last follow-up report was issued on May 30, 2013.	On-going	34	800
Close-out Audits	Close-out audits are required by City Charter, Article VII, Section 111, when a City Official leaves office. The primary audit objectives are to verify that there are no outstanding debts owed by the City Official to the City, and to ensure that access to critical information and processes has been revoked.	As Needed	74	240
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.	On-going	438	1,535

Planned Audits Not Yet Started:

Planned Audit	Estimated Audit Hours
Public Utilities – Overhead Rate Review	900
Public Utilities – Review of Reserves	900
San Diego Convention Center – Information Technology Review	240
Environmental Services – Waste Reduction and Disposal	1,600
Utilities Undergrounding Audit Phase II	1,200
City Information and Data Policies	1,200
Citywide Other/Special Funds	1,000
Real Estate Assets	800
Community Parking Districts	1,100
Fire-Rescue Overtime Expenditures	1,400
Risk Management Health Insurance	1,200
Office of Homeland Security	1,000
Neighborhood Code Compliance Division	1,200
Annual Mission Bay Fund Audit FY 2013	240

Respectfully submitted,



Eduardo Luna
City Auditor

cc: Honorable Interim Mayor Todd Gloria
Honorable Members of the City Council
Scott Chadwick, Chief Operating Officer
Stacey LoMedico, Assistant Chief Operating Officer
Jan Goldsmith, City Attorney
Ken Whitfield, City Comptroller
Andrea Tevlin, Independent Budget Analyst