



THE CITY OF SAN DIEGO

DATE: January 20, 2017
TO: Honorable Members of the Audit Committee
FROM: Eduardo Luna, City Auditor
SUBJECT: City Auditor Activity Report – November and December 2016

This report provides information on the activities of the Office of the City Auditor for the months of November and December 2016. It includes the audit reports issued during the months, the status of current audit projects, and a summary of planned audits that we have not yet started.

December 1, 2016– Issued our Performance Audit of Street Light Repair. The report can be found on our website at:

https://www.sandiego.gov/sites/default/files/17-009_street_light_audit_1.pdf

December 2, 2016 – Issued our Performance Audit of the Affordable/In-Fill Housing and Sustainable Buildings Expedite Program. The report can be found on our website at:

https://www.sandiego.gov/sites/default/files/17-010_affordable_sustainable.pdf

December 14, 2016 – Issued our Hotline Investigation of Personal Use of City Vehicles at the Public Utilities Department. The report can be found on our website at:

https://www.sandiego.gov/sites/default/files/hotline_investigation_of_personal_use_of_city_vehicles_at_the_public_utilities_department.pdf

December 14, 2016 – Issued our Hotline Investigation of Improper Use of Discretionary Leave. The report can be found on our website at:

https://www.sandiego.gov/sites/default/files/hotline_investigation_of_improper_use_of_discretionary_leave.pdf

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Audits in Progress – Report Writing

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours¹
San Diego Convention Center	The objective of this audit is to evaluate the efficiency and effectiveness of the management and operations of the San Diego Convention Center.	Issued January 13, 2017	2,599	2,000
SAP User Access/Provisioning	This audit will focus on the access granted in SAP focusing on privileged user accounts, segregation of duty conflicts, their mitigating controls and a review of the access provisioning process.	January 2017	917	500
Citywide Privileged User Management	The tentative objective is to determine if the City appropriately manages privileged accounts on non-outsourced servers, desktop computers, and standard images.	February 2017	552	300

Audits in Progress – Fieldwork

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Street Light Utility Billing	The objective is to determine the accuracy of Streetlight Utility Billing.	February 2017	526	600
Capital Improvements Program (CIP) – Quality Assurance	The objectives of this audit is to evaluate the streets CIP quality assurance process.	March 2017	1109	1600

¹ For audits carried over from FY16, "Budgeted Hours" reflects the sum of actual hours used in FY16 and the estimated hours needed in FY17 to complete the audits.

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
IT Audit of the Accela Software Implementation	This is a cursory audit of the Accela software implementation. The objective of this audit is to help ensure Accela is configured to mitigate the risks identified in prior audit recommendations and proper system implementation procedures are followed. This audit will not be completed until the system is implemented in Fiscal Year 2017.	June 2017	254	500

Audits in Progress – Planning

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Capital Improvements Program (CIP) – Lifeguard Station	The objective is to evaluate the construction process for the La Jolla Children’s Pool Lifeguard Station.	March 2017	80	400
Mayor’s Office - Boards and Commissions	The tentative objective is to determine the efficiency and effectiveness of the management of Boards and Commissions.	March 2017	112	600
Economic Development	The tentative objective is to determine the efficiency and effectiveness of the Business and Industry Incentive Program.	June 2017	88	1,600
Special Events	The tentative objective is to determine the efficiency and effectiveness of the Special Events Application Process.	TBD	223	600

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Park and Recreation	The tentative objective is to determine the efficiency and effectiveness of Park and Recreation’s Citywide activities and programs.	TBD	39	1,950

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. Our most recent report was issued on October 13, 2016.	On-going	434	670
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	1,130	2,100

FY 2017 Planned Audits Not Yet Started

Planned Audits	Estimated Audit Hours
Communications	600
Transportation & Storm Water – Storm Water	1,800
City Attorney	1,800
Comptroller - Grants	1,800
Facilities Financing - Development Impact Fees (DIF)	1,800
Annual Mission Bay Fund Audit FY16	400
Security Audit of Public Utilities PCS and SCADA systems	600
Data Security Controls Audit of Sensitive Police Department Data	800
Annual Central Stores Inventory Audit FY17	30

Respectfully submitted,



Eduardo Luna
City Auditor

cc: Honorable Mayor Kevin Faulconer
Honorable Members of the City Council
Scott Chadwick, Chief Operating Officer
Stacey LoMedico, Assistant Chief Operating Officer
Marshall Anderson, Director of Council Affairs
Mara Elliot, City Attorney
Andrea Tevlin, Independent Budget Analyst