



THE CITY OF SAN DIEGO

DATE: December 11, 2017
TO: Honorable Members of the Audit Committee
FROM: Eduardo Luna, City Auditor
SUBJECT: City Auditor Activity Report – November 2017

This report provides information on the Office of the City Auditor's activities for November 2017. This includes any audit reports issued during the month, the status of current audit projects, and a list of planned audits that have not yet started.

There were no reports issued during November 2017.

Audits in Progress – Report Writing

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Economic Development	The objective is to determine the efficiency and effectiveness of the Business and Industry Incentive Program.	1 st Report Issued On September 28, 2017 2 nd Report December 2017	1,980	1,600
Transportation & Storm Water – Storm Water	The objective is to evaluate Storm Water Division's asset management and revenue generation strategies.	February 2018	1,704	1,800

Audits in Progress – Fieldwork

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.	March 2018	414	500
Facilities Financing - Development Impact Fees (DIF)	The objective of this audit is to determine if fees are collected and deposited into the applicable community fund, the methodology for assessing and spending fees can be improved, and expenditures are in compliance with the Mitigation Fee Act.	March 2018	1,153	1,800

Audits in Progress – Planning

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Fleet Services – Vehicle Acquisition	The tentative objective for this audit is to evaluate the efficiency and effectiveness of the Fleet Acquisition process.	TBD	348	1,800

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
City's Fiscal Sustainability and Financial Condition	The tentative 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 a 10-year period.	TBD	57	600
Community Planning Group Audit¹	The tentative objective of this audit is to review the efficiency and effectiveness of Community Planning Groups and their compliance with relevant Council policies.	TBD	381	1,800
Data Security Controls Audit of Sensitive Police Department Data	The tentative objective is to determine if the Police Department utilizes sufficient IT controls over their sensitive data to prevent loss or theft.	TBD	226	800
Security Audit of Cityhub and Supporting Infrastructure	The tentative objective is to determine whether Cityhub data is adequately secured through the application and supporting infrastructure as a data repository for department sensitive information.	TBD	38	700
Human Capital Audit – Office of the Chief Operating Officer/ Personnel/ Human Resources	The tentative objective for this audit is to evaluate the efficiency and effectiveness of the City's recruitment, retention, development, and compensation of employees. Because the subject matter is broad, this is the first of a series of audits reviewing various aspects of human capital issues	TBD	222	1,800

¹ This audit replaced the Risk Management – Public Liability Audit as mentioned during the July 26, 2017 Audit Committee Meeting.

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Real Estate Assets – Leased and Surplus Properties	The tentative objective for this audit is to evaluate the management of City owned surplus and leased property, including lease holdovers.	TBD	317	1,400
Transportation Storm Water – Transportation Engineering Ops Division and Streets Division – Curb Painting Process/Program	The tentative objective for this audit is to evaluate the efficiency and effectiveness of the City’s Curb Painting process/program.	TBD	110	600
Public Utilities – Water Operations – Construction & Maintenance – Water Meter Cover Replacement Process	The tentative objective for this audit is to evaluate the efficiency and effectiveness of the Water Meter Cover Replacement Process.	TBD	202	800


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 31, 2017.	On-going	450	800
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	1,457	3,100

FY 2018 Planned Audits Not Yet Started

Planned Audits	Estimated Audit Hours
Public Utilities – Customer Support Services Division	800
Economic Development – Climate Action Plan	1,200
San Diego Police Department – Youth Curfew Program	1,200
IT Audit of Disaster Recovery Preparedness	1,100
Annual Mission Bay Fund Audit FY17	420
Annual Central Stores Inventory Audit FY18	20

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
Andrea Tevlin, Independent Budget Analyst
Ken So, Deputy City Attorney