

Memorandum

TO: Rules & Open Government Committee

FROM: Sharon W. Erickson,

City Auditor

SUBJECT: CITY AUDITOR'S FISCAL YEAR

2016-17 WORK PLAN

DATE: August 11, 2016

RECOMMENDATION

The City Auditor's Office recommends that the Rules and Open Government Committee review and approve of the City Auditor's Fiscal Year 2016-17 Work Plan.

BACKGROUND

The mission of the City Auditor's Office is to independently assess and report on City operations and services. To fulfill this mission, the Auditor's Office conducts performance audits that identify ways to increase the economy, efficiency, effectiveness, and accountability of City government, and provide independent, reliable, accurate, and timely information to the City Council and other stakeholders. The City Auditor submits an annual plan to the Rules and Open Government Committee for review and approval. This report presents the City Auditor's proposed work plan for fiscal year 2016-17.

As part of our annual review of potential audit subjects, we solicit audit suggestions from City Council members, members of the public, and staff. We also use information from the City's adopted operating and capital budgets and financial statements to prepare a spreadsheet model of potential audit subjects. The purpose of the model is to help prioritize audit work. It compares the following seven factors: proposed 2016-17 expenditures, estimated 2016-17 revenue, fund type, proposed number of staff (budgeted full time equivalents, or FTE), estimated fund balance, audit requests, and date of last audit. The results of the model are attached (see Attachment A).

PROPOSED AUDIT ASSIGNMENTS

The list of proposed audit assignments for fiscal year 2016-17 includes a mix of audits already in process, recurring audits, and additional audit projects that address a wide range of concerns consistent with the City Auditor's areas of responsibility.

Audits already in process:

- 1. **Police Overtime** Appropriateness of overtime usage. Target date: Sep-2016 (PSFSS).
- 2. Housing Department Apartment Rent Ordinance and Related Programs Review the administration of the apartment rent ordinance and related programs, and assess the department's readiness to administer modified programs. Target date: Fall 2016 (NSE).
- 3. **Mobile Devices** Assess the cost, usage, and management accountability for the growing number of mobile devices distributed to city employees. Target date: Fall 2016 (PSFSS).
- 4. Airport Operations and Business Development (carryover from 2015-16 audit workplan) -

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Review the history and financial projections for airport operations and debt service. Target date: TBD (T&E).

Annual/recurring projects:

- 5. **Annual services report** (on-going) 9th annual report providing data about the cost, quality, quantity, and timeliness of City services. The report incorporates existing performance measurement data, showing ten-year historical trends, a variety of comparisons to other cities, and the results of resident surveys. In addition to the printed report, we will continue to experiment with putting more information online in a more interactive format. Target date: Dec-2016.
- 6. **Financial condition report** 2nd annual report communicating financial condition to the city council and the public through graphics and standardized measures with benchmarking to other jurisdictions. Target date: TBD.
- 7. **Annual external financial audit and single audit** (contracted audit service provided by the independent certified public accounting firm of Grant Thornton LLP) The City Charter requires an annual audit of the City's financial transactions. This includes audits of the Comprehensive Annual Financial Reports (CAFRs) of the City, the airport, and the pension systems. It also includes the audits of the financial statements of the Successor Agency to the Redevelopment Agency, Convention Center, Hayes Mansion, the Clean Water Financing Authority, Deferred Compensation, MTC compliance, and the Single Audit (including Airport passenger facility charges and customer facility charges). Target date: Dec-2016.
- 8. Annual audits of voter-approved bond and parcel tax measures (contracted audit service)

 Grant Thornton LLP will conduct audits of the Branch Library Bond Projects Fund, the Parks and Recreation Bond Projects Fund, the Public Safety Bond Projects Fund, and the Library Parcel Tax Special Revenue Fund, satisfying the City's obligation for guaranteed annual audits. Target date: Dec-2016.
- 9. **Semi-annual compliance reviews of the City's investment program** (contracted audit service) The City's investment policy requires semi-annual compliances audits to determine whether the investments in the City's pooled portfolio are in compliance with the City's investment policy, internal controls, and department procedures. Grant Thornton LLP will conduct the agreed-upon procedures as of June 30th and December 31st. Target dates: Oct-2016 and Apr-2017.
- 10. **Semi-annual audit recommendation follow-up reports** (on-going) The City Auditor's Office issues reports on the implementation status of all open audit recommendations as of June 30th and December 31st. We also meet with department staff as needed to discuss progress towards implementing open audit recommendations. Target dates: Sep-2016 and Mar-2017.
- 11. **Annual review of Team San José performance** (as required in the City's agreement with Team San José) Annual review to determine whether Team San José met its performance metrics as of June 30, 2016. Target date: Fall 2016.

Carryover projects and new projects:

- 12. **Employee benefit funds** (carryover from 2015-16 audit workplan) Routine audit and reconciliation of contributions and expenditures in the benefit funds. Budgeted expenditures in the health, dental, life, and unemployment insurance funds total \$74 million per year.
- 13. **Encumbrance balances** (carryover from 2015-16 audit workplan) Review the appropriateness of carryover encumbrances budgeted at \$44 million.
- 14. **Pensionable earnings** (carryover from 2015-16 audit workplan) Follow-up audit of the accuracy of the city's pensionable earnings calculations, and the status of corrections pending from the 2011

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- Audit of Pensionable Earnings. The retirement funds and personnel costs rank high on the annual citywide risk assessment because of the large dollar amounts involved.
- 15. **Sunshine requirements** (carryover from 2015-16 audit workplan) Assess progress towards meeting the city's open government goals as proposed by the 2006 Sunshine Reform Task Force, modified and approved by the City Council in 2009, and codified by the City Council in 2014.
- 16. **NEW> Office of Equality Assurance** Review the administration and performance of the city's wage compliance and disadvantaged business enterprise efforts.
- 17. **NEW> Our City Forest** Audit the expenditure of city funding, and compliance with the terms of grant agreements with the city.
- 18. **<NEW> Housing Department grant programs** Assess the efficiency and effectiveness the allocation process and monitoring of grantees, including whether grants are achieving the intended benefits.
- 19. **<NEW> Residential high-rises** Evaluate the permitting and inspection of new residential high-rise buildings.
- 20. **<NEW> Environmental Services consulting agreements** Evaluate the use, monitoring, and payment for consulting services.
- 21. **<NEW> Employee travel** Periodic audit of employee travel expenditures for appropriateness and compliance with city policies and procedures. Last audit conducted 2013.

PROJECTS CONSIDERED BUT NOT RECOMMENDED AT THIS TIME:

We designed the above list of projects to address high priority areas, while limiting the scope of work to what we can realistically accomplish. Items considered but not recommended at this time include:

- 1. Absenteeism use and monitoring of sick leave and other leave time
- 2. Accounts payable review for duplicate payments, overpayments, payments for services not rendered
- 3. Benefit administration efficiency, effectiveness, and consistency of administration of employee benefit funds
- 4. Bilingual pay
- 5. Business tax revenue (carryover project from 2015-16 workplan) a business tax modernization proposal will be on the November 2016 ballot
- 6. Cardroom tax revenue and AACI contributions (carryover project from 2014-15 workplan) an agreement was reached with the cardrooms in this matter
- 7. Economic development incentive program costs and benefits
- 8. Emergency medical response times the city continues to fall below agreed-upon response time standards
- 9. Green Vision status of Green Vision goals and objectives
- 10. Homelessness programs
- 11. Inspection programs opportunities for coordination between departments (e.g. building, code enforcement, fire prevention, hazardous materials, stormwater, and pre-treatment)
- 12. Municipal Water System (ranked high on the citywide risk assessment)
- 13. Pension investment fees (retirement funds continue to rank high on the annual citywide risk assessment)

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- 14. Performance measurement and management (series of audits following up on our 2009 review Performance Management and Reporting in San José) Evaluate the use of performance metrics by a city department TBD, including the potential for quarterly reporting.
- 15. Police crime reporting and burglary rates (the Police department ranked high on the citywide risk assessment)
- 16. Police department civilian staffing (carryover from 2015-16 audit workplan) Follow-up audit to assess the level of civilian support in the Police Department.
- 17. Public Safety mutual aid agreements
- 18. Public Works department overhead/cost to deliver capital projects
- 19. Regional Wastewater Facility asset management and maintenance
- 20. Retiree healthcare (ranked high on the annual citywide risk assessment)
- 21. Sidewalk repair program
- 22. Software usage and deployment Review the efficiency of deployment of software packages across the city organization
- 23. Stormwater program
- 24. Tow company response times
- 25. Wastewater pretreatment permits Review best practices and opportunities to streamline the permitting process

NEXT STEPS

As audit work proceeds, I will forward to the City Council monthly reports describing the status and progress towards completing audit projects. As part of our normal audit process, we will notify you when we start each audit to determine if you have any interests or concerns that we can address during our audit. This is intended to ensure that our audits are responsive to your needs. Any subsequent additions to the work plan will be forwarded to the Rules Committee for approval. Generally, audit reports are heard by the appropriate City Council Committee before being cross-referenced to the full City Council.

Sharm W. Erickson

City Auditor

Attachment A: Citywide risk assessment model 0752M

	ATTACHMENTAL CITT VIDE RICKAGOEGGMENT																	
ITEM NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	PROPOSED EXPENDITURES	S C O R E	PROPOSED REVENUES	S C O R E	NUMBER OF STAFF	S C O R E	BEG. FUND BALANCE	S C O R E	FUND TYPE	SCORE	PENDING AUDIT REQUEST	S C O R E	DATE OF LAST AUDIT	S C O R E	TOTAL SCORE
																		†
1	RELATIVE WEIGHTS	OF RISK FACTORS			6		5		5		2		3		4		5	300
184 F	RETIREMENT	STRATEGIC SUPPORT	FEDERATED RETIREMENT FUND (134)	224,384,472	10	179,368,452	10		0	1,883,058,925	10	SPEC		2014		2010	6	218
	PUBLIC WORKS	STRATEGIC SUPPORT	PLAN, DESIGN, & CONSTRUCT PUBLIC FACILITIES &	34,732,999	10		0	226.05	9		0	CAP		2015		1997		210
	RETIREMENT	STRATEGIC SUPPORT	POLICE & FIRE RETIREMENT FUND (135)	231,620,006		206,944,744			0	3,052,037,246		SPEC		2014		2012		208
	POLICE	PUBLIC SAFETY	STRATEGIC SUPPORT	42,163,373		5,727,838		209.50			0	GEN		2015		2016		205
	GENERAL FUND	CITY-WIDE	PERSONAL SERVICES	747,299,261			0	6,099.16			0	GEN		2011		2012		200
	POLICE	PUBLIC SAFETY	CRIME PREVENTION & COMMUNITY EDUCATION	6,543,919			0	61.17			0	GEN		2012			10	197
	ENVIRON SVCS		WATER UTILITY FUND (515)	40,396,163		42,920,000			0	13,073,181		SPEC			0	2007		189
			PARKS MAINTENANCE AND OPERATIONS	39,365,965			0	326.82			0	GEN			0		10	18
		GCOMM & ECON DEVMT	DEV. PLAN REVIEW & BLDG CONSTRUCTION INSPE	31,418,296			0	184.21			0	GEN		2016		2014		185
	RETIREMENT	STRATEGIC SUPPORT	FEDERATED RETIREE HEALTH CARE TRUST (124)	,		51,085,358		000 50	0	157,176,707		SPEC		2011		0040	10	184
	POLICE	PUBLIC SAFETY	RESPOND TO CALLS FOR SERVICE	217,881,077			0	992.50			0	GEN		2015		2016		180
	GENERAL FUND	REVENUE	ENCUMBRANCE BALANCE	44,394,930	10	00.540.040	0		0	2 057 700	0	GEN		2011		2002	10	180
	PUBLIC WORKS	STRATEGIC SUPPORT	VEHICLE MAINT & OPERATIONS FUND (552)	20,378,913	9	20,542,010			0	3,657,782		SPEC			0	2003		179
			GENERAL PURPOSE PARKING FUND (533)	22,427,235	9	16,517,000			0	17,133,282		SPEC		2045	0		10	178
	HOUSING	STRATEGIC SUPPORT COMM & ECON DEVMT	BENEFIT - DENTAL INSURANCE FUND (155) LOW AND MOD INCOME HOUSING ASSET FUND (346	12,125,173	8	382,000	_		0	3,785,918		SPEC SPEC	6	2015 2012		2014	10	178
	TRANSPORTATION		TRANSPORTATION PLANNING AND PROJECT DELIV	19,068,716 5,738,604	8	16,050,000	0	37.00	0 5	70,047,208	0	GEN	-	2012	10	2014		176
		COMM & ECON DEVMT	STRATEGIC SUPPORT	2,654,571	6	40,835,423					0	GEN	10	2015	0	2007	_	175
	ECON DEVMT	COMM & ECON DEVMT	CONV CENTER FACILITIES DISTRICT REV FUND (79'	19,353,000	8		8	16.99	3	27,467,466		SPEC	6		0	2001	10	174
	RETIREMENT	STRATEGIC SUPPORT	POLICE & FIRE RETIREE HEALTH CARE TRUST (125)	27,000	1				0	49,458,118		SPEC		2011			10	174
		NEIGHBORHOOD SVCS	RECREATION AND COMMUNITY SERVICES	26,345,857	9	13,090,021	0	269.72		43,430,110	0	GEN		2011	10	2016		169
	FINANCE	CITY-WIDE	CITY HALL DEBT SERVICE FUND (210)	25,299,000	9	40,000		209.72	0	79,192		SPEC	6	2012		2010	10	169
	ENVIRON SVCS		SJ/SC TREATMENT PLANT OPERATING FUND (513)	96,138,158	10	36,621,400			0	36,172,069		SPEC		2012	0	2012		168
	AIRPORT	TRANSPORT & AVIATION	, , ,	23,622,303	9	30,021,400	0	50.00		30,172,003	0	SPEC	6	2015		2012		167
	PUBLIC WORKS	STRATEGIC SUPPORT	STRATEGIC SUPPORT	7,854,774	7	12,073,322	8	39.49			0	CAP	5	2016		2015		167
	RETIREMENT		FIRE RETIREE HEALTH CARE TRUST FUND (126)	20,000	1	8,549,414		301.10	0	26,660,421		SPEC	6	2011		2010	10	167
	POLICE	PUBLIC SAFETY	INVESTIGATIVE SERVICES	60,366,034	10	0,010,111	0	277.50		20,000, 121	0	GEN		2011	0	2010		165
			BENEFIT FUND (160)	61,049,447	10	1,000			0	553,975		SPEC	6	2015		2009		164
	AIRPORT		AIRPORT FISCAL AGENT FUND (525)	95,721,924	10	520,000			0	80,208,444		SPEC	6		0		10	163
		TRANSPORT & AVIATION	` '	14,178,003	8	,	0	64.74		,,	0	GEN			0		10	163
	HOUSING	COMM & ECON DEVMT	MULTI-SOURCE HOUSING FUND (448)	8,983,529	7	6,878,201			0	15,362,797		SPEC	6	2012		2014	-	161
	TRANSPORTATION	CAPITAL PROGRAM	TRAFFIC CAPITAL PROGRAM	95,555,000	10		0		0	-,,	0	CAP	5	2016		2007		160
119 (GENERAL FUND	REVENUE	FRANCHISE FEES	, ,	0	48,916,811	10		0		0	GEN	10	2009	10	2008	8	160
56 A	AIRPORT	TRANSPORT & AVIATION	AIRPORT PLANNING & DEVELOPMENT	3,251,576	6		0	19.00	3		0	SPEC	6	2008	10		10	159
163 A	AIRPORT	TRANSPORT & AVIATION	AIRPORT CUST FACILITY & TRANS FEE FUND (519)	2,444,054	5	22,972,261	9		0	12,512,259	8	SPEC	6		0		10	159
174	CITY-WIDE	COMM & ECON DEVMT	COMM DEVMT BLOCK GRANT FUND (441)	11,652,795	8	8,889,991	7		0	4,178,830	6	SPEC	6		0	2007	9	158
54 A	AIRPORT	TRANSPORT & AVIATION	AIRPORT FACILITIES MAINTENANCE	22,344,454	9		0	61.00	7		0	SPEC	6		0		10	157
58 F	POLICE	TRANSPORT & AVIATION	TRAFFIC SAFETY SERVICES	9,802,476	7		0	56.00	7		0	GEN	10		0		10	157
63	TRANSPORTATION	TRANSPORT & AVIATION	TRANSPORTATION OPERATIONS	9,495,501	7		0	60.90	7		0	GEN	10		0	2004	10	157
47 F	POLICE	PUBLIC SAFETY	REGULATORY SERVICES	3,990,804	6		0	20.00	4		0	GEN	10	2015	10	2010	6	156
215 E	ECON DEVMT	COMM & ECON DEVMT	Funding for community based organizations (CBOs)	44,734,425	10		0		0		0	GEN	10	2015	10	2011	5	155
149	AIRPORT	CAPITAL PROGRAM	AIRPORT CAPITAL PROGRAM	14,949,000	8		0		0		0	CAP	5	2008	10		10	
62	TRANSPORTATION	TRANSPORT & AVIATION	TRAFFIC MAINTENANCE	13,347,630	8		0	40.25	6		0	GEN	10		0	2007	9	153
42 F		PUBLIC SAFETY	STRATEGIC SUPPORT	11,303,793	8	11,211,000		57.46	7		0	GEN			0	2016	0	153
	ECON DEVMT		WORKFORCE INVESTMENT ACT FUND (290)	8,322,453	7	9,519,259			0	1,078,960		SPEC			0		10	153
	ENVIRON SVCS		INTEGRATED WASTE MGMT FUND (423)	130,595,479	10	127,286,586			0	27,694,289	9	SPEC			0	2015		151
	ECON DEVMT		REAL ESTATE SERVICES	1,440,481	4		0	7.48	1		0	GEN		2012		2004		149
			BENEFIT - LIFE INSURANCE FUND (156)	1,426,246		702,000			0	79,729		SPEC		2015			10	
	AIRPORT		AIRPORT MAINT & OPERATION FUND (523)	69,144,864		0	_		0	36,469,536	10	SPEC			0		10	
			STREET LANDSCAPE MAINT	11,197,335			0	28.80			0	GEN			0		10	
	PUBLIC WORKS		REGULATE/FACILITATE PRIVATE DEVELOPMENT	10,585,506			0	70.88			0	CAP			0		10	
175 (CITY-WIDE	COMM & ECON DEVMT	COMM FACILITIES DISTRICT FUNDS	3,591,005	6	3,384,489	6		0	8,240,079	7	SPEC	6		0		10	148

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		STRATEGIC SUPPORT	LEGAL TRANSACTIONS	8,350,201			0	35.11	5		0	GEN			0		10	147
		STRATEGIC SUPPORT	LEGAL REPRESENTATION	7,612,321			0	35.29			0	GEN			0		10	147
	-, -	NEIGHBORHOOD SVCS	STRATEGIC SUPPORT	7,399,551		20,694,351	9	43.98			0	GEN			0	2016		147
		STRATEGIC SUPPORT	TREASURY MANAGEMENT	3,458,242		11,232,000	8	22.90		5,628,000,000	_	GEN			0	2016		146
		PUBLIC SAFETY	EMERGENCY RESPONSE	176,301,148			0	710.57			0	GEN			0	2015		145
		CITY-WIDE	NON-PERSONAL/EQUIPMENT	102,035,499			0		0		0	GEN		2008		2013		145
30		NEIGHBORHOOD SVCS	ACCESS TO INFO., LIB. MATS, & DIGITAL SOURCES	31,936,426			0	314.29			0	GEN			0	2014		145
		TRANSPORT & AVIATION		2,082,409		1,695,120		17.00			0	GEN			0		10	145
210		CITY-WIDE	TRANSIENT OCCUPANCY TAX FUND (461)	15,250,135	_	26,578,000	9		0	5,289,074	6	SPEC	6		0	2012		143
80		STRATEGIC SUPPORT	INFO. TECHNOLOGY INFRASTRUCTURE	12,206,469			0	38.49			0	GEN	10	2016		2016		143
			MAINTENANCE DISTRICT FUNDS	4,069,234		2,027,100			0	6,729,081	7	SPEC	6		0		10	143
			SEWER SERVICE & USE CHARGE FUND (541)	29,979,338		147,712,800	10		0	43,934,393		SPEC	6		0	2016		142
	PARKS, RECREATION		PARKS AND COMM FACILITIES CAPITAL PROGRAM	53,513,000			0		0	17,146,560	8	CAP	5	2015		2014		141
25	TRANSPORTATION	ENVIRON & UTILITY SVCS	SANITARY SEWER MAINTENANCE	16,479,766	8		0	104.65	9		0	SPEC	6		0	2010	6	141
13	PLANNING, BUILDING	COMM & ECON DEVMT	LONG RANGE LAND USE PLANNING	5,483,761	6		0	33.84	5		0	GEN	_		0		10	141
171	HUMAN RESOURCES	STRATEGIC SUPPORT	BENEFIT - UNEMPLOYMENT INSURANCE FUND (157)	938,759		20,000	1		0	2,966,034	5	SPEC		2015	10		10	141
104	CITY-WIDE	STRATEGIC SUPPORT	CITY-WIDE EXPENSES	96,995,754	10		0		0		0	GEN	10		0		10	140
87	CITY-WIDE	STRATEGIC SUPPORT	GEN FUND CAPITAL, TRANSFERS & RESERVES	89,782,776	10		0		0		0	GEN	10		0		10	140
86			CITY-WIDE EXPENSES	34,489,040	10		0		0		0	GEN	10		0		10	140
24	ENVIRON SVCS	ENVIRON & UTILITY SVCS	STRATEGIC SUPPORT	8,595,112	7	3,475,535	6	50.00	6		0	SPEC	6		0	2012	4	140
23			WASTEWATER MANAGEMENT	78,637,445	10		0	345.98	9		0	SPEC	6		0	2013	3	138
208	ENVIRON SVCS	ENVIRON & UTILITY SVCS	STORM SEWER OPERATING FUND (446)	24,130,404	9	32,697,505	10		0	16,836,086	8	SPEC	6		0	2016	0	138
166	AIRPORT	TRANSPORT & AVIATION	AIRPORT REVENUE FUND (521)	0	0	145,645,620	10		0	74,889,413	10	SPEC	6		0		10	138
101	CITY MANAGER	STRATEGIC SUPPORT	STRATEGIC SUPPORT	303,142	2		0	2.00	1		0	GEN	10	2015	10		10	137
98	CITY MANAGER	STRATEGIC SUPPORT	ANALYZE, DEVELOP & RECOMMEND PUBLIC POLICY	5,502,048	6		0	26.70	4		0	GEN	10		0		10	136
172	CITY-WIDE	COMM & ECON DEVMT	BUSINESS IMPROVEMENT DISTRICT FUND (351)	3,862,945	6	3,852,945	6		0	40,755	1	SPEC	6		0		10	136
177	ECON DEVMT	COMM & ECON DEVMT	CONV & CULTURAL AFFAIRS FUND (536)	12,825,000	8	103,000	2		0	8,575,362	7	SPEC	6	2016	10	2015	1	135
106	CITY-WIDE	STRATEGIC SUPPORT	TRANSFERS TO OTHER FUNDS	27,261,710	9		0		0		0	GEN	10		0		10	134
82	PUBLIC WORKS	STRATEGIC SUPPORT	FACILITIES MANAGEMENT	22,322,343	9		0	79.60	8		0	GEN	10		0	2014	2	134
214	PARKS, RECREATION	NEIGHBORHOOD SVCS	Park Trust Fund (375)	56,931,391	10	0	0		0	56,931,391	10	SPEC	6		0	2009	7	133
200	PUBLIC WORKS	STRATEGIC SUPPORT	PUBLIC WORKS PROGRAM SUPPORT FUND (150)	15,188,971	8	25,000	1		0	3,038,796	6	SPEC	6		0		10	133
36	PLANNING, BUILDING	NEIGHBORHOOD SVCS	COMMUNITY CODE ENFORCEMENT	11,734,209	8		0	81.96	8		0	GEN	10		0	2013	3	133
193	LIBRARY	NEIGHBORHOOD SVCS	LIBRARY PARCEL TAX FUND (418)	10,055,656	8	8,731,236	7		0	11,790,901	8	SPEC	6		0	2013	3	132
83	PUBLIC WORKS	STRATEGIC SUPPORT	FLEET & EQUIPMENT SERVICES	17,922,819	8		0	71.68	7		0	SPEC	6		0	2010	6	131
100	CITY MANAGER	STRATEGIC SUPPORT	MANAGE & COORD CITYWIDE SERVICE DELIVERY	4,784,403	6		0	17.30	3		0	GEN	10		0		10	131
179	CITY-WIDE	COMM & ECON DEVMT	DOWNTOWN PROP & BUS IMPR DIST FUND (302)	2,862,627	5	2,236,909	5		0	1,370,377	4	SPEC	6		0		10	131
116	GENERAL FUND	REVENUE	PROPERTY TAX		0	270,625,000	10		0		0	GEN	10		0		10	130
122	GENERAL FUND	REVENUE	BUSINESS TAXES		0	48,800,000	10		0		0	GEN	10		0		10	130
123	GENERAL FUND	REVENUE	LICENSES AND PERMITS		0	51,572,553	10		0		0	GEN	10		0		10	130
130	GENERAL FUND	REVENUE	DEPARTMENTAL CHARGES		0	41,681,974	10		0		0	GEN	10		0		10	130
51	CITY-WIDE	PUBLIC SAFETY	CITY-WIDE EXPENSES	17,530,500	8		0		0		0	GEN	10		0		10	128
105	CITY-WIDE	STRATEGIC SUPPORT	CAPITAL CONTRIBUTIONS	14,350,000	8		0		0		0	GEN	10		0		10	128
157	ENVIRON SVCS	CAPITAL PROGRAM	SANITARY SEWER SYSTEM CAPITAL PROGRAM	70,879,000	10		0		0		0	CAP	5		0		10	125
68	FINANCE	STRATEGIC SUPPORT	DISBURSEMENTS	2,772,207	5		0	14.50	2		0	GEN	10	2011	10	2013	3	125
74	HUMAN RESOURCES	STRATEGIC SUPPORT	EMPLOYEE BENEFITS	2,426,717	5		0	12.70	2		0	GEN	10	2015	10	2013	3	125
		REVENUE	SALES TAX		0	194,695,553	10		0		0	GEN						125
126	GENERAL FUND	REVENUE	REVENUE FROM LOCAL AGENCIES		0	22,875,000	9		0		0	GEN	10		0		10	125
133	GENERAL FUND	REVENUE	TRANSFERS		0	21,122,689			0		0	GEN			0		10	125
		CITY-WIDE	ICE CENTRE REVENUE FUND (432)	1,920,700	4	1,922,215			0	5,577,378	6	SPEC			0		10	124
		STRATEGIC SUPPORT	STRATEGIC SUPPORT	1,367,487		804,945		7.95	1		0	GEN			0		10	124
19			POTABLE WATER DELIVERY	37,729,702	10		0	38.11			0	SPEC			0	2012		123
		NEIGHBORHOOD SVCS	CITY-WIDE EXPENSES	7,690,570			0		0		0	GEN			0	1	10	122
		STRATEGIC SUPPORT	CITY COUNCIL	7,214,200			0		0		0	GEN			0	1	10	122
		TRANSPORT & AVIATION		6,204,000			0		0		0	GEN	_		0	1	10	122
		STRATEGIC SUPPORT	LEAD & ADVANCE THE ORGANIZATION	3,600,877			0	19.10			0	GEN		2016		2016		121

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					С		С		С	550 51115	С		С	PENDING	С	DATE OF	С
ITEM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	PROPOSED	0	PROPOSED	0	NUMBER	0	BEG. FUND	0	FUND	0	AUDIT	0	LAST	O TOTAL
NUM				EXPENDITURES	R	REVENUES	R	OF STAFF	R	BALANCE	R	TYPE	R	REQUEST	R	AUDIT	R SCORE
					Е		Е		Е		Е		Е		Е		E
180	HOUSING	COMM & ECON DEVMT	HOME INVEST PARTNER PROG TRUST FUND (445)	8,603,240	7	11,515,000	8		0	2,786,353	5	SPEC	6		0	2014	2 120
	AIRPORT		` '	, ,	-	0			0			SPEC	6		0	2014	10 120
			AIRPORT SURPLUS REVENUE FUND (524)	3,216,990	-				- 1	17,046,312	_						
190	HOUSING	COMM & ECON DEVMT	HOUSING TRUST FUND (440)	1,660,363	+	1,120,000	4		0	, ,	4	SPEC	6		0		10 120
118	GENERAL FUND	REVENUE	TRANSIENT OCCUPANCY TAX		0	17,821,000	8		0		0	GEN	10		0		10 120
127	GENERAL FUND	REVENUE	REVENUE FROM STATE GOVERNMENT		0	10,902,929	8		0		0	GEN	10		0		10 120
131	GENERAL FUND	REVENUE	OTHER REVENUE		0	15,144,509	8		0		0	GEN	10		0		10 120
134	GENERAL FUND	REVENUE	REIMBURSEMENTS FOR SERVICES		0	18,166,732	8		0		0	GEN	10		0		10 120
153	PUBLIC WORKS	CAPITAL PROGRAM	MUNICIPAL IMPROVEMENTS CAPITAL PROGRAM	23,844,000	9		0		0		0	CAP	5		0	1997	10 119
158	PUBLIC WORKS	CAPITAL PROGRAM	SERVICE YARDS CAPITAL PROGRAM	21,185,000	9		0		0		0	CAP	5		0		10 119
71	FINANCE	STRATEGIC SUPPORT	REVENUE MANAGEMENT	5,857,685	6		0	39.28	5	26,018,000	9	GEN	10		0	2014	2 119
49	POLICE	PUBLIC SAFETY	SPECIAL EVENTS SERVICES	1,581,603			0	7.00	1		0	GEN	10	2010	10	2012	
52		PUBLIC SAFETY	GEN FUND CAPITAL, TRANSFERS & RESERVES	3,750,000	-		0		0		0	GEN	10		0		10 116
188	CITYWIDE	CITY-WIDE	GIFT TRUST FUND (139)	3,645,081		0	_		0		6	SPEC	6		0		10 116
88		STRATEGIC SUPPORT	OFFICE OF THE MAYOR	3,590,294	_		0		0		0	GEN	10		0		10 116
_	CITY-WIDE	CAPITAL PROGRAM	REVENUE FROM WPCP USER AGENCIES	3,390,294	0	25 466 000	_		0		_		5				
137					-	35,466,000	10				0	CAP			0		
143	CITY-WIDE	CAPITAL PROGRAM	CONSTRUCTION AND CONVEYANCE TAX		0	36,000,000	10		0		0	CAP	5		0		10 115
121	GENERAL FUND	REVENUE	TELEPHONE LINE TAX		0	21,614,000	9		0		0	GEN	10		0	2008	
	CITY-WIDE	COMM & ECON DEVMT	CITY-WIDE EXPENSES (includes CBO funding)	28,802,117	9		0		0		0	GEN	10		0	2010	
10	HOUSING	COMM & ECON DEVMT	NEIGHBORHOOD DEVMT AND STABILIZATION	3,617,064	6		0	22.85	4	(0	SPEC	6	2012	10	2016	0 114
21	ENVIRON SVCS	ENVIRON & UTILITY SVCS	RECYCLING & GARBAGE SERVICES	117,272,601	10		0	47.60	6		0	SPEC	6		0	2015	1 113
159	ENVIRON SVCS	CAPITAL PROGRAM	STORM SEWER SYSTEM CAPITAL PROGRAM	18,742,000	8		0		0	(0	CAP	5		0		10 113
154	TRANSPORTATION	CAPITAL PROGRAM	PARKING CAPITAL PROGRAM	12,347,000	8		0		0		0	CAP	5		0		10 113
57	AIRPORT	TRANSPORT & AVIATION	STRATEGIC SUPPORT	10,864,752	8		0	48.00	6		0	SPEC	6		0	2013	3 111
39	CITY-WIDE	NEIGHBORHOOD SVCS	TRANSFERS TO OTHER FUNDS	2,725,000	_		0		0		0	GEN	10		0		10 110
		ENVIRON & UTILITY SVCS		2,279,527	_		0		0		0	GEN	10		0		10 110
		STRATEGIC SUPPORT	FACILITATE CITY'S LEGISLATIVE PROCESS	2,146,722			0	13.00			0	GEN	10	2015		2016	
		STRATEGIC SUPPORT	FINANCIAL REPORTING	2,023,770	_		0	13.47			0	GEN	10	2015		2016	
_				2,023,110	-	2 002 025		13.47	0					2015		2010	
125	GENERAL FUND	REVENUE	REVENUE FROM MONEY AND PROPERTY	1 100 000	0	3,863,935	6	04.07			0	GEN	10		0	0000	10 110
	RETIREMENT	STRATEGIC SUPPORT	RETIREMENT PLAN ADMINISTRATION	4,129,206			0	24.27			0	SPEC	6		0	2009	
53	AIRPORT		AIRPORT BUSINESS DEVELOPMENT	3,168,121	_		0	9.00			0	SPEC	6		0		10 109
93	CITY ATTORNEY	STRATEGIC SUPPORT	STRATEGIC SUPPORT	1,355,764			0	7.10			0	GEN	10		0		10 109
77		STRATEGIC SUPPORT	STRATEGIC SUPPORT	1,295,134	4		0	7.00	1	-	0	GEN	10		0		10 109
43	IND POLICE AUDITOR	PUBLIC SAFETY	INDEPENDENT POLICE OVERSIGHT	1,124,241	4		0	5.50	1	(0	GEN	10		0		10 109
176	CITY-WIDE	COMM & ECON DEVMT	COMMUNITY FACILITIES REVENUE FUND (422)	9,285,729	7	5,341,877	6		0	1,238,975	4	SPEC	6		0	2014	2 108
186	TRANSPORTATION	TRANSPORT & AVIATION	GAS TAX MAINT & CONST FUNDS (409-411)	0	0	17,500,000	8		0	0	0	SPEC	6		0		10 108
37	PUBLIC WORKS	NEIGHBORHOOD SVCS	ANIMAL CARE & SERVICES	7,820,830	7		0	68.17	7	(0	GEN	10		0	2016	0 107
162	ENVIRON SVCS	CAPITAL PROGRAM	WATER UTILITY SYSTEM CAPITAL PROGRAM	7,090,000	7		0		0	(0	CAP	5		0	2006	10 107
	FIRE	COMM & ECON DEVMT	FIRE SAFETY CODE COMPLIANCE	4,995,746			0	25.35	4		0	GEN	10		0	2012	
	CITY-WIDE	CAPITAL PROGRAM	BUILDING AND STRUCTURE CONSTRUCTION TAX	.,,. 10	0	13,000,000	8		0		0	CAP	5		0		10 105
		CAPITAL PROGRAM	CONSTRUCTION EXCISE TAX		0	17,000,000	8		0		0	CAP	5		0		10 105
129		REVENUE	REVENUE FROM FEDERAL GOVERNMENT		0	2,754,566	5		0		0	GEN	10		0		10 105
	HOUSING	COMM & ECON DEVMT	STRATEGIC SUPPORT	5,311,442		1,934,488	4	30.90	-		0	SPEC	6		0	2015	
-				, ,	-	1,934,468		30.90			-					2015	
	CITY-WIDE	COMM & ECON DEVMT	GEN FUND CAPITAL, TRANSFERS & RESERVES	1,850,000			0		0		0	GEN	10		0	-	10 104
			GEN FUND CAPITAL, TRANSFERS & RESERVES	1,350,113			0		0		0	GEN			0		10 104
		ENVIRON & UTILITY SVCS		1,305,228			0		0		0	GEN			0		10 104
	POLICE	PUBLIC SAFETY	STATE DRUG FORFEITURE FUND (417)	535,000		105,000	2		0	623,538	3	SPEC			0		10 102
41	FIRE	PUBLIC SAFETY	FIRE PREVENTION	4,739,354	6		0	17.10			0	GEN	10		0	2012	
32	LIBRARY	NEIGHBORHOOD SVCS	STRATEGIC SUPPORT	4,603,828	6	875,300	3	26.10	4		0	GEN	10		0	2016	
76	HUMAN RESOURCES	STRATEGIC SUPPORT	HEALTH AND SAFETY	3,554,783	6		0	15.20	3		0	GEN	10		0	2012	4 101
136	CITY-WIDE	CAPITAL PROGRAM	REVENUE FROM STATE GOVERNMENT		0	6,375,000	7		0		0	CAP	5		0		10 100
	CITY-WIDE	CAPITAL PROGRAM	REVENUE FROM VALLEY TRANS. AUTHORITY		0	6,680,000			0		0	CAP			0		10 100
	RETIREMENT		STRATEGIC SUPPORT	2,422,778		,,.	0	15.48			0	SPEC			0	2009	
	FIRE		STRATEGIC SUPPORT	915,688	-		0		0		0	GEN			0	2000	10 98
	HOUSING	COMM & ECON DEVMT	HOUSING DEVMT AND PRESERVATION	1,189,799			0	5.15			0	SPEC		2012		2014	
	CITY AUDITOR		STRATEGIC SUPPORT	135,786			0	1.00			0	GEN		2012	0	2014	10 97
90	CITT AUDITUR	STRATEGIC SUPPORT	O INATEGIC SUFFURI	130,786			U	1.00	- 1		U	GEIN	ΙŪ		U	1	10 97

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ITEM				PROPOSED	С	PROPOSED	С	NUMBER	С	BEG. FUND	С	FUND	С	PENDING	С	DATE OF	ΙΤΩΤΔΙ
NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	EXPENDITURES	0	REVENUES	0	OF STAFF	0	BALANCE	0	TYPE	0	AUDIT	0	LAST	SCORE
					R		R E		R E		R E		R E	REQUEST	R E	AUDIT	R E
	ECON DEVIAT	COMMA O FOOM DEVIAT	DUDINESS DEVELOPMENT AND ESSMONIS SEDATE	0.000.707				40.00				OFN				0040	
	ECON DEVMT CITY-WIDE	COMM & ECON DEVMT STRATEGIC SUPPORT	BUSINESS DEVELOPMENT AND ECONOMIC STRATE CONTINGENCY RESERVE	, ,	_		0	18.32	3		0	GEN GEN	10		0	2013	
				35,500,000			_	40.00			0				0	2015	
	FINANCE	STRATEGIC SUPPORT	PURCHASING AND RISK MANAGEMENT	2,794,503	+	770 000	0	18.90	3	127,600,000	_	GEN	10		0	2016	
	CITY-WIDE	CITY-WIDE	SAN JOSE ARENA CAPITAL RESERVE FUND (459)	U	0	770,000	3		0		6	SPEC	6		0	0044	10 95
	GENERAL FUND	REVENUE	FINES, FORFEITURES, AND PENALTIES			14,910,600	8		0		0	GEN	10		0	2011	
132	GENERAL FUND CITYWIDE	REVENUE STRATEGIC SUPPORT	OVERHEAD REIMBURSEMENTS	0.000.000	7	40,012,977	10		0		0	GEN	10		0	2013	
109	IND POLICE AUDITOR		General liability claims	9,000,000			0	0.50	0			GEN GEN	10		0	2012	
			STRATEGIC SUPPORT	136,165 10,107,952			0	0.50	5		0		10		0	2016	
	ENVIRON SVCS		STORMWATER MANAGEMENT		_	2 124 000	0	38.42				SPEC	6			2016	
	ENVIRON SVCS		SEWAGE TRMT PLANT CONNECT FEE FUND (539)	291,600		2,134,000	5		0		8	SPEC	6 5		0	2012	
_	ENVIRON SVCS	CAPITAL PROGRAM	WATER POLLUTION CONTROL CAPITAL PROGRAM	112,921,000			0	40.40				CAP				2013	
_			STORM SEWER MANAGEMENT	8,224,548	_	0.054.000	0	48.19	6		0	SPEC	6		0	2016	
-	CITY-WIDE	CAPITAL PROGRAM	REVENUE FROM OTHER AGENCIES	00.040.470	0	2,054,000	5		0		0	CAP	5		0	2045	10 90
	CITY-WIDE	STRATEGIC SUPPORT	EARMARKED RESERVES	22,346,179	_		0		0		0	GEN	10		0	2015	
150	INFO TECHNOLOGY		COMMUNICATIONS CAPITAL PROGRAM	1,851,000	+	200 000	0		0		0	CAP	5		0		10 89
	POLICE	PUBLIC SAFETY	FEDERAL DRUG FORFEITURE FUND (419)	0		220,000	2	45.47	0	2,189,279	5	SPEC	6		0	2045	10 88
			PAVEMENT MAINTENANCE	5,995,186	_		0	45.47	6		0	CAP	5		0	2015	
		STRATEGIC SUPPORT	ENTERPRISE TECH SYSTEMS & SOLUTIONS	5,727,769			0	21.03	4		0	GEN	10		0	2016	
-	CITYWIDE	STRATEGIC SUPPORT	Sick leave payments upon retirement	5,000,000			0		0		0	GEN	10		0	2012	
	MAYOR & COUNCIL	STRATEGIC SUPPORT	COUNCIL GENERAL	65,000			0		0		0	GEN	10		0		10 86
	PUBLIC WORKS	CAPITAL PROGRAM	DEVELOPER ASSISTED PROJECTS CAPITAL PROGR		_		0		0		0	CAP	5		0	2008	
	LIBRARY	NEIGHBORHOOD SVCS	FORMAL AND LIFELONG SELF-DIRECTED EDUCATION				0	19.48	3		0	GEN	10		0	2014	
	HOUSING	COMM & ECON DEVMT	COMMUNITY DEVMT AND INVESTMENT	157,305	_		0	3.10	1		0	SPEC	6		0	2002	
	CITY-WIDE	CAPITAL PROGRAM	REVENUE FROM FEDERAL GOVERNMENT		0	29,148,000	9		0		0	CAP	5		0	2011	
	GENERAL FUND	REVENUE	CARRYOVER FUND BALANCE		0	104,558,075	10		0		0	GEN	10		0	2015	
	GENERAL FUND	REVENUE	UTILITY TAX	10.110.000	0	96,749,500	10		0		0	GEN	10		0	2015	
	LIBRARY	CAPITAL PROGRAM	LIBRARY CAPITAL PROGRAM	10,418,000	_		0		0	, ,	4	CAP	5		0	2014	
	CITY-WIDE	CITY-WIDE	SAN JOSE MUNI STADIUM CAPITAL FUND (476)	35,190	_	32,000	1		0	3,190	1	SPEC	6		0		10 81
		STRATEGIC SUPPORT	EMPLOYMENT SERVICES	2,821,237	_		0	19.00	3		0	GEN	10		0	2015	
	CITY-WIDE		GEN FUND CAPITAL, TRANSFERS & RESERVES	0			0		0		0	GEN	10		0		10 80
	CITY-WIDE	CAPITAL PROGRAM	DEVELOPER CONTRIBUTIONS		0	950,000			0		0	CAP	5		0		10 80
-	ENVIRON SVCS	CAPITAL PROGRAM	SANITARY SEWER CONNECTION FEES	0 ==0 101	0	650,000	3	10.00	0		0	CAP	5		0	0010	10 80
_	ECON DEVMT	COMM & ECON DEVMT	REGIONAL WORKFORCE DEVELOPMENT	2,773,134			0	16.00	3		0	SPEC	6		0	2013	
_	CITY AUDITOR	STRATEGIC SUPPORT	AUDIT SERVICES	2,337,550		4 ===	0	14.00	2		0	GEN	10		0	2015	
	ECON DEVMT	COMM & ECON DEVMT	ECON DEVMT ADMINISTRATION LOAN FUND (444)	0		1,550	_		0	- ,	1	SPEC	6		0		10 75
	CITY-WIDE	CAPITAL PROGRAM	RESIDENTIAL CONSTRUCTION TAX		0	175,000	2		0		0	CAP	5		0		10 75
	ENVIRON SVCS	CAPITAL PROGRAM	STORM DRAINAGE FEES		0	175,000	2		0		0	CAP	5		0		10 75
	ENVIRON SVCS	CAPITAL PROGRAM	WATER UTILITY FEES	4.005.440	0	100,000	2	44.40	0		0	CAP	5		0	0044	10 75
		STRATEGIC SUPPORT	CUSTOMER CONTACT CENTER	1,965,110			0	14.18			0	GEN	10		0	2014	
	POLICE	PUBLIC SAFETY	SUPPLEMENTAL LOCAL LAW ENFORCE FUND (414)	0	-	0	0		0		3	SPEC	6		0		10 74
	ECON DEVMT	COMM & ECON DEVMT	ARTS & CULTURAL DEVELOPMENT	2,464,121		0.00-	0	12.15			0	SPEC	6		0	2013	
	ECON DEVMT	COMM & ECON DEVMT	STRATEGIC SUPPORT	699,720	_	21,200	1	3.05	1		0	GEN	10		0	2013	
	POLICE	CAPITAL PROGRAM	PUBLIC SAFETY CAPITAL PROGRAM	12,188,000		10.00-	0		0	.,,	4	CAP	5		0	2016	
		CAPITAL PROGRAM	REVENUE FROM COUNTY OF SANTA CLARA		0	46,000			0		0	CAP			0		10 70
	CITYWIDE	STRATEGIC SUPPORT	Successor Agency subsidy	975,000	_		0		0		0	GEN			0	2012	
	ENVIRON SVCS		RECYCLED WATER MANAGEMENT	4,590,890	_	,	0	13.95			0	SPEC			0	2016	
	,	NEIGHBORHOOD SVCS	MUNICIPAL GOLF COURSE FUND (518)	2,953,000		475,000			0	587,474		SPEC			0	2016	
	ENVIRON SVCS		NATURAL AND ENERGY RESOURCES PROTECTION		_		0	5.94			0	SPEC			0	2012	
			STRATEGIC SUPPORT	1,765,759	_		0	8.80			0	GEN			0	2016	
	CITY-WIDE	CITY-WIDE	SAN JOSE ARENA ENHANCE FUND (301)	0	0		0		0	0		SPEC			0	2008	
	GENERAL FUND	REVENUE	REVENUE FROM FEDERAL - RECOVERY ACT		0	0	0		0		0	GEN			0	2011	
	ECON DEVMT		Public Art Projects	968,000			0		0		0	CAP			0	2012	
	CITY CLERK		STRATEGIC SUPPORT	263,565	_	55,593		2.00			0	GEN			0	2016	
181	CITY-WIDE	CITY-WIDE	EMERGENCY RESERVE FUND (406)	0	0	17,500	1		0	3,381,532	6	SPEC	6		0	2015	1 40
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ITEM NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	PROPOSED EXPENDITURES R	C F	PROPOSED REVENUES	S C O R E	NUMBER OF STAFF	SCORE	BEG. FUND BALANCE	S C O R E	FUND TYPE	S C O R E	PENDING AUDIT REQUEST	S C O R E	DATE OF C LAST O AUDIT R E	TOTAL SCORE
	SCORING TABLES			PROPOSED EXPENDITURES		PROPOSED NUMBER REVENUES STAFF			BEG. FUND BALANCE		FUND T	YPE	PE AUDIT		DATE OF LAST AUDIT		
				0	0	0	0	0	0	0	0					<2006 10)
				0	1	0	1	1	1	0	1	CAP	5	NO	0	2007)
				100,000	2	100,000	2	5	1	100,000	2			YES	10	2008	3
				500,000	3	500,000	3	10	2	500,000	3	SPEC	6			2009	7
				1,000,000	4	1,000,000	4	15	3	1,000,000	4					2010	6
				2,000,000	5	2,000,000	5	20	4	2,000,000	5					2011 5	5
				3,000,000	6	3,000,000	6	30	5	3,000,000	6					2012 4	1
				6,000,000	7	6,000,000	7	40	6	6,000,000	7					2013 3	3
				10,000,000	8	10,000,000	8	55	7	10,000,000	8	GEN	10			2014 2	?
				20,000,000	9	20,000,000	9	75	8	20,000,000	9					2015	1
				30,000,000 1	10	30,000,000	10	100	9	30,000,000	10					2016)
				MORE 1	10	MORE	10	500	10	MORE	10						
								MORE	10								