

Status of City Auditor Recommendations with Funding Impact 2024-2025 Adopted Operating Budget

There are audit recommendations that are addressed in actions included in the 2024-2025 Adopted Budget. The table below provides a summary of those audit recommendations. While this report focuses on audit recommendations with budget actions in 2024-2025, there are numerous outstanding audit recommendations with financial implications that are not being implemented as part of the 2024-2025 Adopted Budget. The City Auditor's Office reports on all outstanding audit recommendations on a semi-annual basis. These status reports along with an interactive dashboard can be found on the Auditor's Office website at: <https://www.sanjoseca.gov/your-government/appointees/city-auditor/audit-recommendations>.

Department	Item	Remarks
Planning, Building, and Code Enforcement (PBCE)	Residential Building Permits: Additional Resources and Further Process Enhancements Can Reduce Wait Times and Improve Service Delivery (Report 23-07 Issued 11/17/2023, #01)	The 2024-2025 Adopted Operating Budget eliminates 1.0 Associate Engineer and adds 1.0 Engineer I/II position within the Building Development Fee Fund, and realigns 1.0 Planner IV funded by the Building Development Fee Fund to the Planning Development Fee Fund. The City Auditor's Report 23-07 recommended continuing and potentially prioritizing recruitment for entry-level positions, such as Engineer I/II, as part of a long-term staffing strategy to improve timeliness of the building permit process. More detail on this action can be found in the City Departments/Council Appointees section of the 2024-2025 Adopted Operating Budget for the Planning, Building, and Code Enforcement Department.

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Housing	<p>Housing Performance Measures: The City Should Focus and Align Measure to Support Decision-Making</p> <p>(Report 23-04 Issued 09/15/2023, #01)</p>	<p>The 2024-2025 Adopted Operating Budget updates the Housing Department's performance measures to address a recommendation from City Auditor's Report 23-04 on streamlining and improving performance measures. The changes better align with current programs, priorities, and recurring reports that leverage Housing Department performance measures. The performance measure modernization utilizes the City Service Area structure as a type of logic model that aligns measures around inputs (budget resources), activities (core services and budget programs), outputs (activity and workload highlights), processes (performance measures), and outcomes (community indicators).</p> <p>More detail on this change can be found in the City Departments/Council Appointees section of the 2024-2025 Adopted Operating Budget for the Housing Department.</p>

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Finance	<p>COVID-19 Food Distribution Expenditures: The City Should Address Gaps in Emergency Documentation and Procedures</p> <p>(Report 22-06 Issued 10/06/2022, #01)</p> <p>Citywide Grant Management: Improved Coordination Can Increase Federal Grant Opportunities and Standardize Grant Administration</p> <p>(Report 22-03 Issued 04/14/2022, #01)</p>	<p>The 2024-2025 Adopted Operating Budget continues the staffing needs for the Disaster Recovery and Grants Management group within the Finance Department by converting a temporary 1.0 Analyst I position to permanent status, adding one-time funding for 1.0 Analyst I through June 30, 2025, and extending 1.0 Accounting Technician through June 30, 2025. Adding funding for the Disaster Recovery and Grants Management team is consistent with City Auditor Report 22-06 to identify staffing resources that develop and maintain Citywide administrative guidelines or procedures, and City Auditor Report 22-03 to document information in emergency cost recovery files to comply with federal funded expenditure requirements.</p> <p>More detail on this action can be found in the City Departments/Council Appointees section of the 2024-2025 Adopted Operating Budget for the Finance Department.</p>