

Office of the City Auditor

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Independently assess and report on City operations
and services

City Service Area

Strategic Support

Core Service

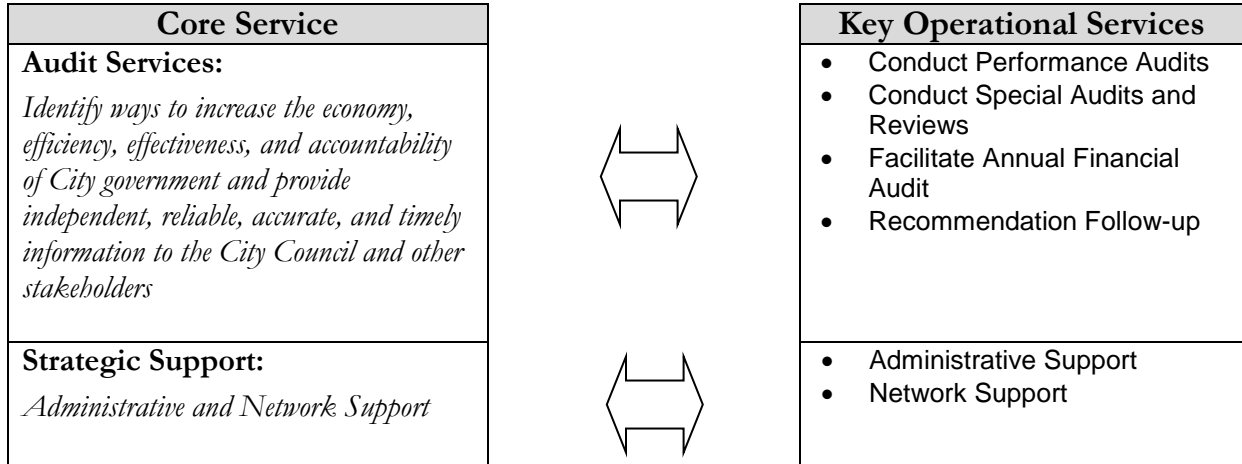
Audit Services

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

Strategic Support: Administrative and Network Support

Office of the City Auditor

Service Delivery Framework



Office of the City Auditor

Department Budget Summary

Expected 2014-2015 Service Delivery

- ❑ In 2014-2015, the Auditor's Office will continue conducting program performance audits identifying 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 2014-2015 Audit Workplan was submitted to the Rules and Open Government Committee in August 2014 with a continued focus on searching for revenues and cost-savings opportunities.
- ❑ The Auditor's Office will continue to issue the Service Efforts and Accomplishments (SEA) Report annually. This report details the cost, workload, and performance data for City services and is intended to improve government transparency and accountability and provide consolidated performance information to the public, allowing informed decision making by City officials, staff, and the public.
- ❑ The Auditor's Office will continue to provide oversight of external auditors on the City of San José Annual Financial Audit and Single Audit; the Audits of Parks and Recreation Bond, Library Bond, Public Safety Bond, and Parcel Tax Funds; and the Semi-Annual Reviews for Compliance with the City's Investment Policy.

2014-2015 Key Budget Actions

N/A

Operating Funds Managed

N/A

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Department Budget Summary

	2012-2013 Actual 1	2013-2014 Adopted 2	2014-2015 Forecast 3	2014-2015 Adopted 4	% Change (2 to 4)
Dollars by Core Service					
Audit Services	\$ 1,942,883	\$ 2,093,302	\$ 2,213,907	\$ 2,273,822	8.6%
Strategic Support	6,003	127,606	135,166	138,794	8.8%
Total	\$ 1,948,886	\$ 2,220,908	\$ 2,349,073	\$ 2,412,616	8.6%
Dollars by Category					
Personal Services	\$ 1,898,746	\$ 2,151,755	\$ 2,279,920	\$ 2,343,463	8.9%
Non-Personal/Equipment	50,140	69,153	69,153	69,153	0.0%
Total	\$ 1,948,886	\$ 2,220,908	\$ 2,349,073	\$ 2,412,616	8.6%
Dollars by Fund					
General Fund	\$ 1,842,294	\$ 2,114,135	\$ 2,229,170	\$ 2,289,489	8.3%
Integrated Waste Mgmt	11,725	11,745	13,189	13,545	15.3%
Sewer Svc & Use Charge	8,527	8,542	9,592	9,850	15.3%
SJ/SC Treatment Plant Oper	69,285	69,402	77,938	80,033	15.3%
Storm Sewer Operating	10,659	10,677	11,990	12,313	15.3%
Water Utility	6,396	6,407	7,194	7,386	15.3%
Total	\$ 1,948,886	\$ 2,220,908	\$ 2,349,073	\$ 2,412,616	8.6%
Authorized Positions by Core Service					
Audit Services	14.00	14.00	14.00	14.00	0.0%
Strategic Support	1.00	1.00	1.00	1.00	0.0%
Total	15.00	15.00	15.00	15.00	0.0%

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Budget Reconciliation

(2013-2014 Adopted to 2014-2015 Adopted)

	Positions	All Funds (\$)	General Fund (\$)
Prior Year Budget (2013-2014):	15.00	2,220,908	2,114,135
<hr/> Base Adjustments			
Technical Adjustments to Costs of Ongoing Activities			
• Salary/benefit changes		128,165	115,035
Technical Adjustments Subtotal:	0.00	128,165	115,035
2014-2015 Forecast Base Budget:	15.00	2,349,073	2,229,170
<hr/> Budget Proposals Approved			
1. Office of the City Auditor Salary Program		63,543	60,319
Total Budget Proposals Approved	0.00	63,543	60,319
2014-2015 Adopted Budget Total:	15.00	2,412,616	2,289,489

Office of the City Auditor

Budget Changes By Department




Adopted Budget Changes	Positions	All Funds (\$)	General Fund (\$)
1. Office of the City Auditor Salary Program		63,543	60,319
Strategic Support CSA			
<i>Audit Services</i>			
<i>Strategic Support</i>			
<p>This action increases the Office of the City Auditor personal services allocation to reflect a 3% salary increase that was negotiated and agreed to by the City and four bargaining units, including Municipal Employees' Federation (MEF), Confidential Employees' Organization (CEO), Association of Legal Professionals of San José (ALP), and the International Union of Operating Engineers, Local No. 3 (OE#3), effective June 22, 2014. In addition, a 3% salary increase is included for those employees in Unit 99 and for Council Appointees. These salary increases were approved by the City Council on June 3, 2014. Agreements were also reached with other bargaining units; however, due to the timing of those agreements and the publication of memorandums necessary for the final budget adoption, those adjustments will be included in the 2013-2014 Annual Report as appropriate. (Ongoing costs: \$63,543)</p>			
Performance Results: N/A (Final Budget Modification)			
2014-2015 Adopted Budget Changes Total	0.00	63,543	60,319

Office of the City Auditor

Performance Summary

Audit Services

Performance Measures

	2012-2013 Actual	2013-2014 Target	2013-2014 Estimated	2014-2015 Target
 % of audit recommendations implemented (cumulative over 10 years)	68%	80%	61%	80%
 Ratio identified monetary benefit to audit cost	\$1.70 to 1	\$4.00 to 1	\$1.80 to 1	\$4.00 to 1
 % of approved workplan completed or substantially completed during the fiscal year	72%	80%	84%	80%

Changes to Performance Measures from 2013-2014 Adopted Operating Budget: No

Activity and Workload Highlights

	2012-2013 Actual	2013-2014 Forecast	2013-2014 Estimated	2014-2015 Forecast
# of audit reports issued	18	18	15	18
# of audit recommendations adopted	124	50	75	50
# of audit reports per auditor	1.7 to 1	1.5 to 1	1.5 to 1	1.5 to 1
Identified monetary benefits (i.e., revenue enhancements and cost savings)	\$3,173,000	\$8,000,000	\$4,006,017	\$8,000,000

Changes to Activity and Workload Highlights from 2013-2014 Adopted Operating Budget: No

Office of the City Auditor

Departmental Position Detail

Position	2013-2014 Adopted	2014-2015 Adopted	Change
City Auditor	1.00	1.00	-
Executive Assistant to City Auditor	1.00	1.00	-
Program Performance Auditor I	4.00	4.00	-
Program Performance Auditor II	3.00	3.00	-
Senior Office Specialist	1.00	1.00	-
Senior Program Performance Auditor	5.00	5.00	-
Total Positions	15.00	15.00	0.00
