

FISCAL YEAR 2025 Annual Report

Office of the City Auditor

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WHAT WE DO

Our Mission

The Office of the City Auditor conducts audits and attestation engagements of City departments, offices, agencies, and processes. Also, advisory services can be agreed upon for City Council or City Administration specific requests.

Performance Measures

Performance Measures	Target	Actual
Produce target number of reports	20 reports	20 reports
Management acceptance of target percentage of recommendations	90 percent	88 percent
Focus on mission with direct time target percentage of available time	82 percent	81 percent
Have target percentage of staff with professional certification/designation	80 percent	78 percent

Achievements

City-Wide Impact

Participated in Information & Technology Services initiative to introduce Artificial Intelligence tools to departments. The Office of the City Auditor provided several business cases on how the use of Microsoft Copilot could be used to improve department's efficiency and increase accuracy and encourage cost effectiveness. Also, the Office of the City Auditor worked with Information & Technology Services to use Tango for audit working papers.

Participated in training of CGI Advantage to understand how data is organized, security roles are implemented, and how Office of the City Auditor can apply the knowledge during audits.

Office Achievements

- Received a rating of *Pass* from the Association of Local Government Auditors Peer Review of the Office of the City Auditor for the period of May 1, 2022, through April 30, 2025.
- Completed 16 performance audit reports, 4 attestation engagements, and published one annual report during Fiscal Year 2025. These efforts reflect our commitment to transparency, accountability, and continuous improvement in City operations.
- Successfully transitioned audit staff's knowledge from legacy AMS financial system to CGI Advantage.
- Met government auditing standards for competency. Average continuing professional education hours completed per staff member was 69 hours.
- Completed or started 9 (53 percent) of the 17 Fiscal Year 2025 Audit Work Plan engagements that were requested by City Council members or City management.

Strategic Office Goals and Initiatives

Artificial Intelligence	
Goal:	Result:
Incorporate use of artificial intelligence tools to gain efficiencies in audit work	Completed: Developed internal procedures on how to apply artificial intelligence tools such as Microsoft Copilot and cite use of such means.
	Completed: Participated in Information & Technology Services city-wide impact to determine how Microsoft Copilot can be implemented through development of business cases, participation in regular meetings, and providing feedback.
	Completed: Determined that Tango was not an effective artificial intelligent tool for audit work.
	Completed: Consistently applied Microsoft Teams to record and transcribe meeting minutes to ensure accuracy of communication.
Goal Status: Internal initiative continues to identify other tools that the team can use such as ChatGPT, Artificial Intelligence for ACL Data Analytics	

Subject Matter Expertise

Goal:	Result:
Develop subject matter expertise for the use of CGI Advantage application for budgeting and accounting data analytics	<p>Completed: Participated in city-wide training to understand the modules implemented, status of the implementation, security status, and report availability.</p> <p>Completed: Annual certification of Payment Card Industry Data Security Standards to collaborate with Information & Technology Services Internal Security Assessor.</p> <p>In Progress: Developing a new senior auditor as an additional subject matter expert for construction attestation engagements. Working towards completing one of the current attestations.</p>
<p>Goal Status: Internal initiative continues to gain further insight into the accounting module on departmental fund accounting set-up</p>	

Internal Control

Goal:	Result:
Update internal procedural documents to reflect updated government auditing standards	<p>Completed: Revised Administrative Guide and provided electronic and hard copies to team.</p> <p>Completed: Incorporated required quality management standards into internal controls represented in Diligent electronic working papers and guides.</p>
	<p>In Progress: Revised How to Audit Guide: Performance Audit and How to Audit: Non-Audit Services. Pending final review and signatures.</p>
<p>Goal Status: Initiative will continue until actions are completed.</p>	

Risk Management

Goal:	Result:
Obtain City management view and risk within their departments that might warrant audit support	Completed: Annual risk assessment survey with City management to incorporate audit plan ideas.
	Completed: Presented and received approval of Annual Audit Plan with incorporated annual risk assessment survey results.
Goal Status: Initiative will continue until actions are completed.	

Talent Management

Goal:	Result:
Recruit and retain quality personnel	In Progress: Recruit Senior Auditor and Part-Time Technical Writer
Goal Status: Initiative will continue to the extent budget is available.	

WHO WE ARE

The Office of the City Auditor is comprised of an accomplished group of people. The Management Team includes the City Auditor, Deputy City Auditor, three Audit Managers and Office Manager. As of October 1, 2024, auditors work under the Management Team to complete various audit and non-audit services.

Management Team



Mark Swann



Mamatha Sparks



Anatoli Douditski



Rory Galter



Daniel Genz



Monica Anderson

Audit Staff



Shino Knowles



Carron Perry



Matthew Cheadle



Kenneth Elliott



Jonathan Goonan



Frank Mayhew



Issac Tetteh



Michael Warr



Brandon Boykin



Zachary Goebel



Nadia Gonzalez

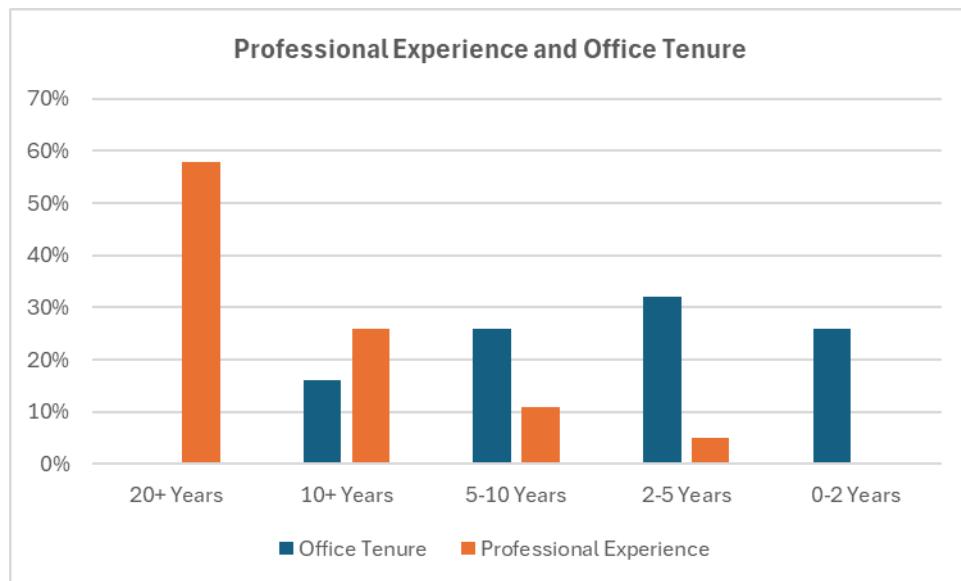


William King

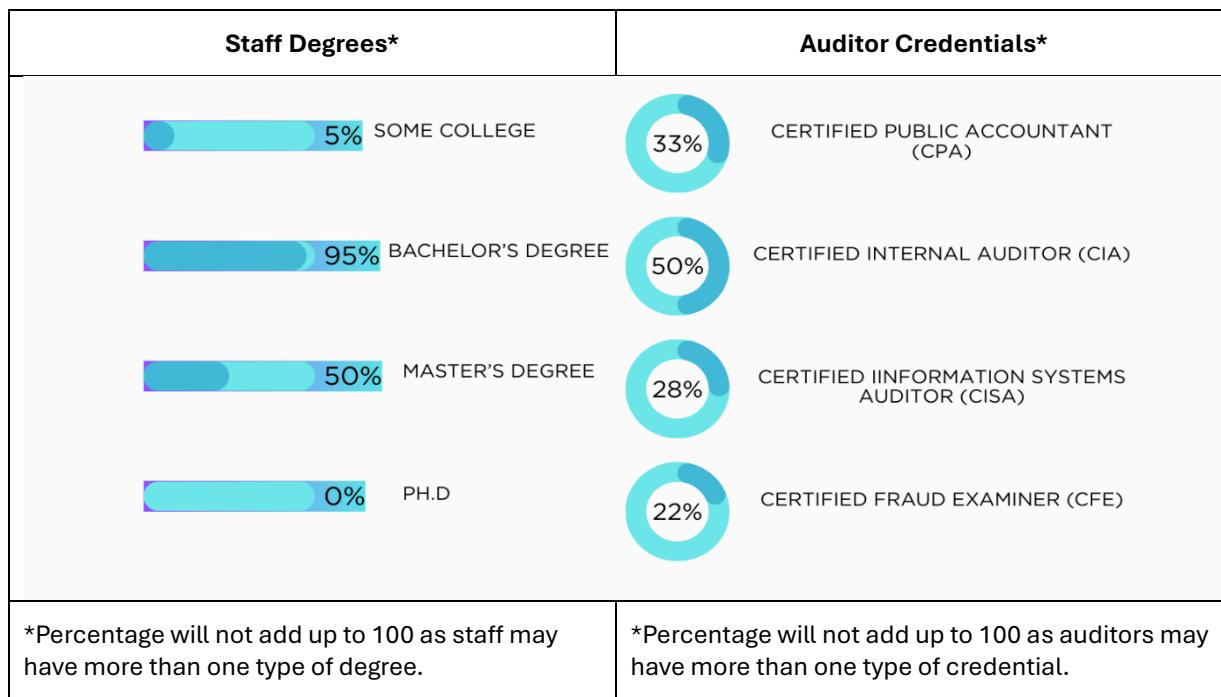


Natalie Martinez

Experience, Education, and Credentials



*Includes all professional experience both within and outside of the Office of the City Auditor.



ACCOUNTABILITY AND THE REPORTING PROCESS



Summary of Performance Audit Engagements

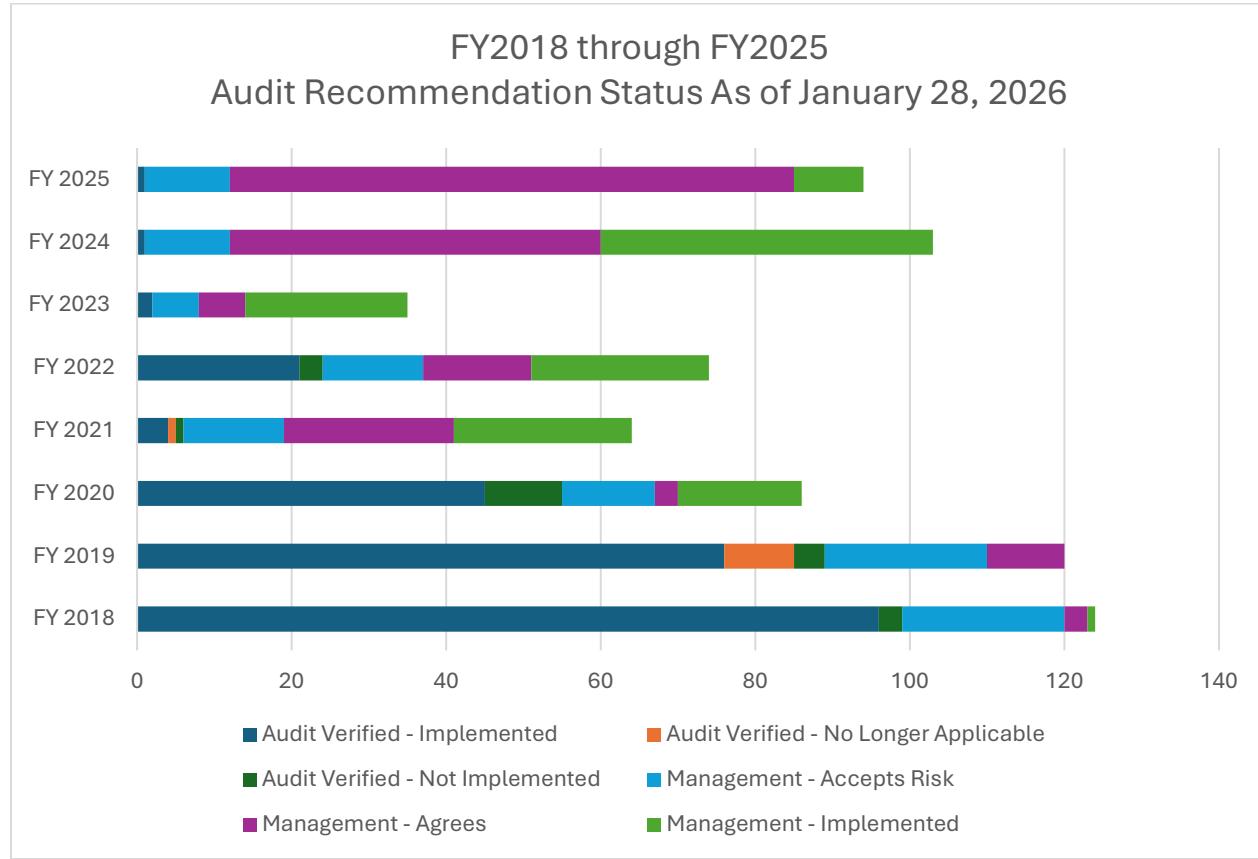
Date Published	Name of Report	Total Number of Recommendations	Percentage of Recommendations Accepted
November 15, 2024	Audit of Compliance with City Code Section 51A-8.601 (b)	4	100%
November 20, 2024	Audit of Capital Construction Projects	5	100%
January 17, 2025	Audit of Inspector General Division - Workforce Staffing Levels	12	58%
February 7, 2025	Audit of Firearm, Ammunition, and Equipment Tracking - Dallas Marshal's Office	7	100%
February 28, 2025	Special Audit of Former City Council Members	0	Not Applicable
March 13, 2025	Audit of Dallas Police Department's Efforts to Protect Victims of Domestic Violence	9	89%
March 14, 2025	Audit of 311 Call Center Performance	4	75%
April 9, 2025	Memorandum: Confidential Audit Report - Fiscal Year 2025 Follow-Up of Prior Audit Recommendations	0	Not Applicable
April 23, 2025	Audit of Stemmons Center	6	67%

Date Published	Name of Report	Total Number of Recommendations	Percentage of Recommendations Accepted
June 9, 2025	Fiscal Year 2025 Follow-Up of Prior Audit Recommendations	0	Not Applicable
June 9, 2025	Audit of Youth Services - Dallas Park and Recreation and Dallas Public Library	10	100%
June 18, 2025	Audit of Homeless Response System Strategy and Coordination	13	85%
July 28, 2025	Audit of Lead Hazard Control and Healthy Homes Grant Program	4	100%
September 26, 2025	Special Audit of the Former City Manager – T.C. Broadnax	1	100%
September 26, 2025	Audit of Cross-Connection and Backflow Prevention Program	11	100%
September 26, 2025	Audit of Firearm, Ammunition, and Equipment Tracking – Dallas Police Department	9	100%
Total Recommendations		95	88%

Summary of Attestation Reports

Report Date	Report Title
November 12, 2024	Attestation Engagement – KBH Convention Center Dallas Master Plan Component 1 Construction Manager at Risk Expansion West of Lamar and Any Related Demolition
February 24, 2025	Attestation Engagement – Dallas Police Training Academy Construction Manager at Risk CMAR Services
May 27, 2025	Attestation Engagement – KBH Convention Center Master Plan Component 3 Construction Manager at Risk (Dallas Memorial Arena)
June 24, 2025	Attestation Engagement – KBH Convention Center Dallas Master Plan Component 4 Construction Manager at Risk (Black Academy of Arts and Letters)

Fiscal Years 2018 – 2025 Audit Recommendation Status



CONTACT

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