

Memorandum



CITY OF DALLAS

DATE: June 12, 2018

TO: Honorable Members of the Government Performance & Financial Management Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson, Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT: Nomination and Appointment of the City Auditor

I will provide a briefing to the members of the Government Performance & Financial Management Committee on Monday, June 18, 2018 regarding:

- Nomination and Appointment of the City Auditor

Respectfully,

A handwritten signature in black ink that reads "Craig D. Kinton".

Craig D. Kinton
City Auditor

C: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Biliera Johnson, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager

Joey Zapata, Assistant City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

Nomination and Appointment of the City Auditor

**Government Performance
& Financial Management
Committee Briefing
June 18, 2018**

**Craig D. Kinton
Office of the City Auditor
City of Dallas**



City of Dallas

Nomination and Appointment of the City Auditor

The current term of the City Auditor, Craig D. Kinton, CPA will expire on September 5, 2018.

The purpose of this presentation is to brief the Government Performance & Financial Management Committee on the process and the requirements for nomination of a new City Auditor.



City Charter

Chapter IX. City Auditor

Chapter IX of the City Charter creates the Office of the City Auditor.

The chapter includes four sections:

- Section 1 – Selection of City Auditor
- Section 2 – Assistants and Employees
- Section 3 – Duties of the City Auditor
- Section 4 – Special Audit



Sec. 1 – Selection of City Auditor

➤ Section 1:

- Creates the Office of City Auditor
- Establishes a Two-Year Term
(and until a successor is chosen and qualifies)



Sec. 1 – Selection of City Auditor

- Defines Qualifications:
 - Knowledgeable in public administration, public financial and fiscal theory, municipal accounting, and auditing
 - Licensed Certified Public Accountant
 - Resident of City of Dallas
(or move into the City within time period required by the City Council)



Sec. 1 – Selection of City Auditor

- Stipulates appointment by City Council
(after being nominated in accordance with a nominating procedure established by ordinance)



City Code

Chapter 2 – Administration

Sec. 2-17.2 Selection of City Auditor; Nominating Commission

The nominating procedure established by ordinance is codified in the City Code in Chapter 2, Section 2-17.2

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Sec. 2-17.2 – Selection of City Auditor; Nominating Commission

- Section 2-17.2 stipulates that:
 - City Council shall appoint a nominating commission before the end of each term of the City Auditor
 - The Government Performance & Financial Management Committee may act as a nominating commission to nominate the incumbent City Auditor for reappointment by full City Council (requires majority vote)



Sec. 2-17.2 – Selection of City Auditor; Nominating Commission

- If majority of Government Performance & Financial Management Committee does not vote to nominate the incumbent City Auditor (or a majority of the City Council does not vote to reappoint) the City Council must follow the process outlined in Sec. 2-17.2 subsections (a) through (e)



Sec. 2-17.2 – Selection of City Auditor; Nominating Commission

- Section (a) requires the City Council to appoint a five member nominating commission meeting the following qualifications:
 - One member selected by Dallas Chapter/Texas Society of Certified Public Accountants board of directors
 - One member who is the regional director of United States Government Accountability Office (or highest ranking member of the Dallas division)



Sec. 2-17.2 – Selection of City Auditor; Nominating Commission

- Three members meeting one of the following qualifications:
 - Managing partner in multi-national public accounting firm with an office in Dallas
 - Chief Executive Officer/Chief Financial Officer/Chief Audit Executive – publicly-traded company headquartered in Dallas County (\$1 billion annual revenue)
 - Former Dallas Mayor or Council Member
 - Current or former Dallas City Auditor

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Sec. 2-17.2 Selection of City Auditor; Nominating Commission

- Additional requirements pertaining to the nominating commission include:
 - Meet within 15 days of appointment
 - Nominate one or more candidates to City Council within 180 days of first meeting
 - Serve until the City Council accepts a candidate

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Sec. 2-17.2 Selection of City Auditor; Nominating Commission

- Additional requirements pertaining to the City Council include:
 - Accept one candidate or reject all within 30 days of receipt of nomination
 - Immediately notify the nominating commission if candidates are rejected

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QUESTIONS?

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