



Special Audit of Chief Financial Officer – M. Elizabeth Reich

April 28, 2023

Mark S. Swann, City Auditor

Mayor

Eric Johnson

Mayor Pro Tem

Carolyn King Arnold

Deputy Mayor Pro Tem

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Gay Donnell Willis



Executive Summary

Objective and Scope

The audit complied with Chapter IX, Section 4, *Special Audit*, of the Dallas City Charter, which requires an audit and report upon the death, resignation, removal, or expiration of the term of any officer of the City. The objective was to determine whether the former Chief Financial Officer properly controlled and accounted for City assets, no longer has access to City facilities and information systems, was removed as an authorized agent of the City, and did not have any outstanding City debts.

The scope of the audit was October 1, 2020, to September 30, 2022.

Recommendations

No recommendations were identified.

Background

M. Elizabeth Reich, the former Chief Financial Officer, accepted a new position outside the City of Dallas, and resigned effective June 30, 2022. M. Elizabeth Reich had served in the role since September 2016.

Observed Conditions

M. Elizabeth Reich had no debts to the City, and her access to systems and facilities within the City have been terminated. There were no observations.

Methodology

To accomplish our audit objectives, we interviewed key personnel, and reviewed applicable documentation. The risk of fraud, waste, and abuse and all five components of *Standards for Internal Control in Federal Government* were considered.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based upon our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objective.

Major Contributors to the Report

Denise Bryson, CFE – In Charge Auditor
Dan Genz, CIA, CFE – Engagement Manager

Appendix A: Management's Response

Memorandum



DATE: April 13, 2023
TO: Mark S. Swann – City Auditor
SUBJECT: Response to Special Audit - Accounts of Former Chief Financial Officer M. Elizabeth Reich

This letter acknowledges the City Manager's Office received the *Special Audit – Accounts of Former Chief Financial Officer M. Elizabeth Reich*.

We appreciate the professionalism and quality of work demonstrated by your staff throughout this engagement.

Sincerely,



[tc broadnax \(Apr 26, 2023 15:08 CDT\)](#)

T.C. Broadnax
City Manager

C: Genesis D. Gavino, Chief of Staff
Jack Ireland, Chief Financial Officer
Sheri Kowalski, City Controller

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