

# Office of the City Auditor

Overview of Our Office  
Fiscal Year 2020 Audit Work Plan  
Recommendation

November 5, 2019  
Mark S. Swann, City Auditor

Government Performance & Financial Management Committee





**Mission** - We collaborate with elected officials and City employees to elevate public trust in government by providing objective assurance, investigation, and advisory services.

# Reporting Structure

Citizens of the City of Dallas

Mayor and City Council

Government Performance & Financial Management Committee:  
Charter Chapter III Sec. 13 (a) (2) – finance committee charged with audit oversight  
of operations of city government

City Auditor

# Enabling Legislation

- **City Charter Amendment** – April 1976
  - Transition Office of the City Auditor to assurance services and established Office of the City Controller to maintain the accounts for the City
  - Last City Charter Amendment – November 2005
- **Council Resolution 90-4027** – City Auditor Responsibilities and Administrative Procedures – December 1990
- **Council Resolution 92-0779** – Authorization of Fraud Hotline – February 1992
- **City Code, Chapter 40A, Section 40A-2** – City Auditor Trustee for Employee Retirement Fund

# City Charter, Chapter IX. *City Auditor*



- City Auditor to serve two-year terms until successor chosen; appointed by City Council.
- Conduct financial, compliance, economy, efficiency, and special audits.
- Conduct Fraud, Waste, and Abuse investigations.
- Provide non-audit services for City Council.
- Conduct special audits – audit and investigation of accounts upon death, resignation, removal, or expiration of term of any officer of the city.

# Resolution 90-4027



## City Auditor Responsibilities and Administrative Procedures

- 3-5 Year long range plan
- Annual Audit Plan approved by City Council
- Audit coordination
  - Federal and State
  - External financial auditor
- Audit follow-up process
- Access to records, information, and property
- Annual review of budget revenue estimates

# Audit Services

## Assurance Services

- Performance
  - Effectiveness and Results
  - Internal Control
  - Compliance
  - Prospective
- Financial
- Information Systems

## Fraud, Waste, and Abuse

- Hotline
- Due Diligence Investigations

## Advisory Services

- Risk and Controls Awareness Training/Advice
- Control Self-Assessment Facilitation
- Compliance Self-Monitoring

# Professional Standards

## Audit Standards

- **Government Auditing Standards** (Yellow Book) – US Government Accountability Office
- **Control Objectives for Information Technology (COBIT)** – ISACA
- **U.S. Attestation Standards** - AICPA


## Investigation Standards

- **Quality Standards for Inspection And Evaluation** – Council of the Inspectors General on Integrity and Efficiency



# Allocated Resources

## Office of the City Auditor:

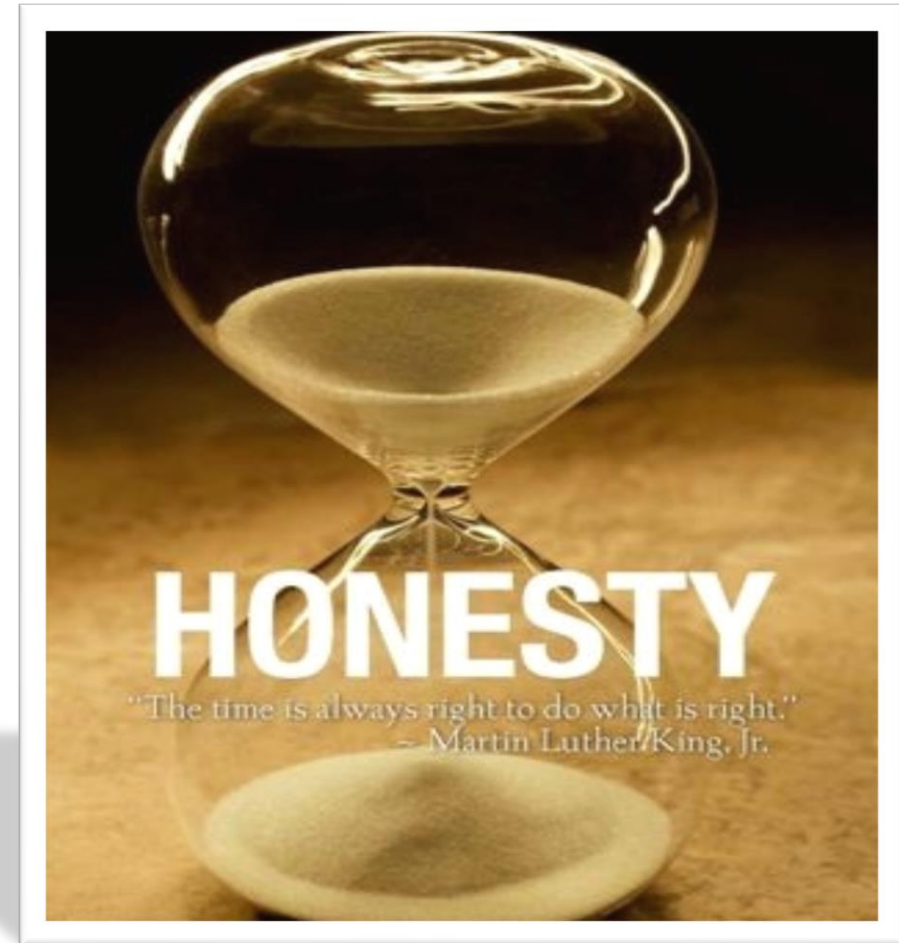
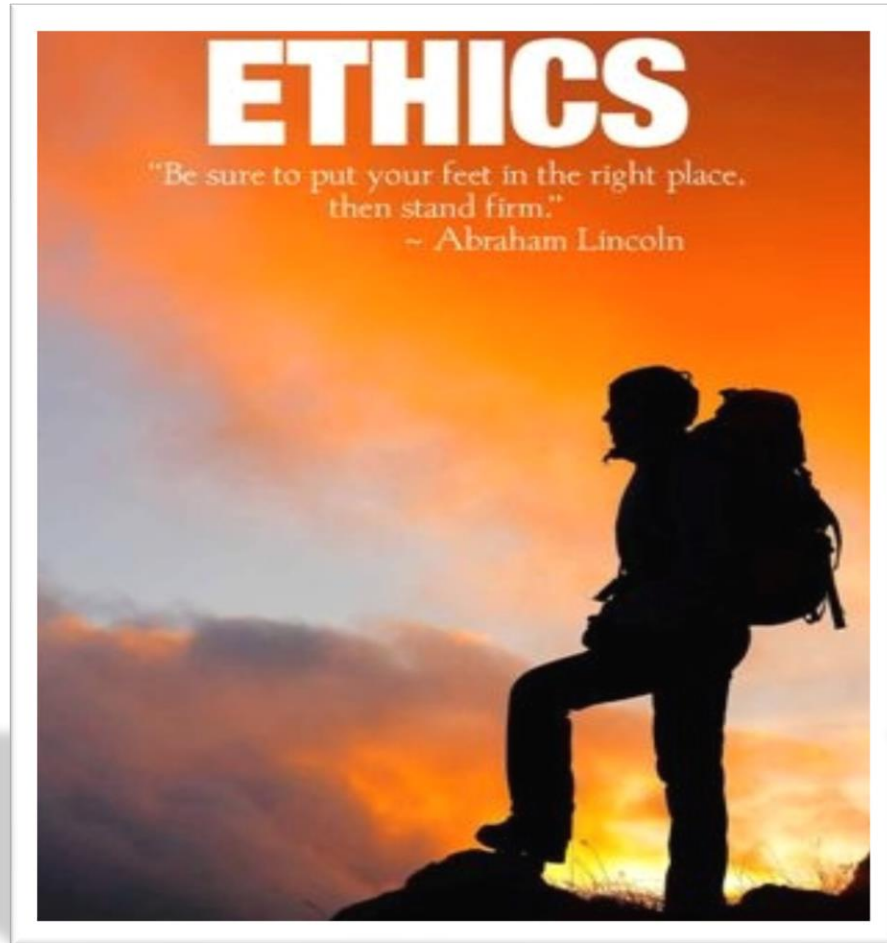


Staff	20 of 24 positions filled
FY 2020 Budget	\$3.4 million
Annual Project Resource Hours	30,800
Co-sourcing	\$220,000



# SpeakUp Hotline – Report Fraud, Waste, and Abuse

[DallasCityHall.com/SpeakUpline](http://DallasCityHall.com/SpeakUpline) or Call Toll Free 1-877-860-1061



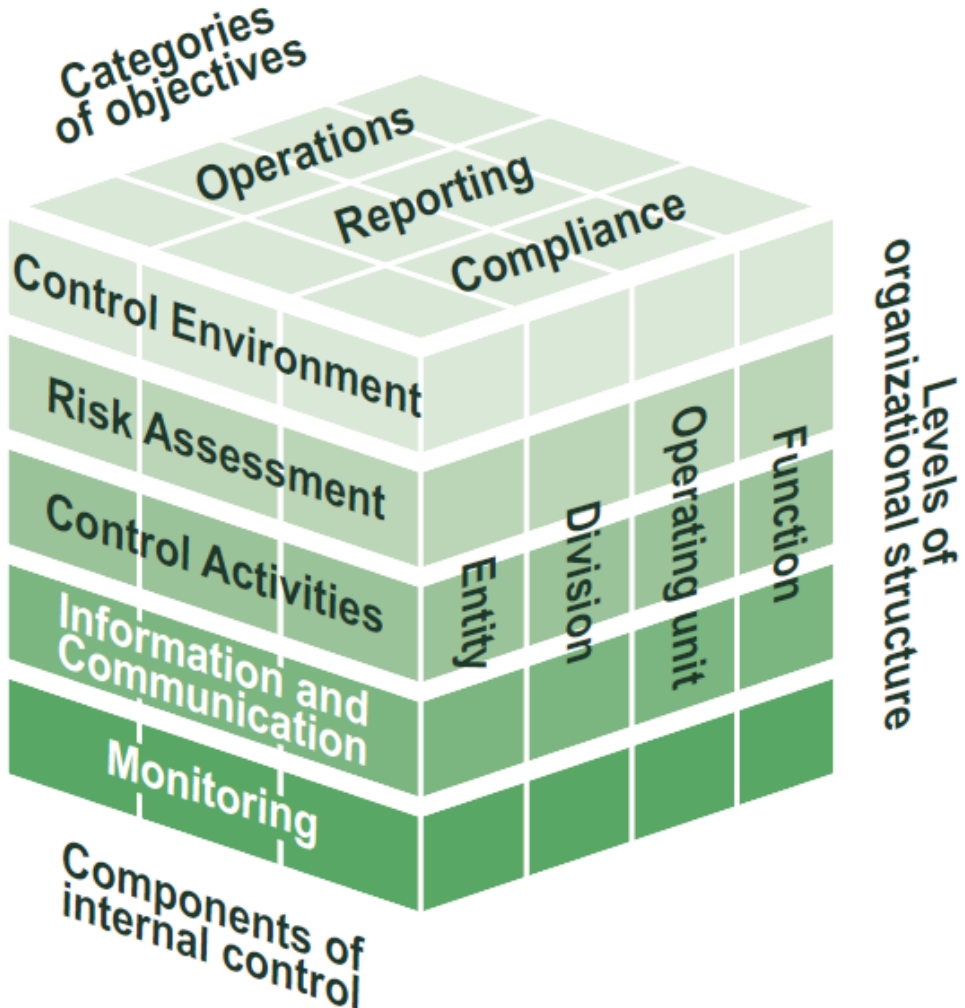
# City Auditor's Audit Framework





# Fiscal Year 2020 Recommended Audit Work Plan

# Standards for Internal Control in the Federal Government (Green Book)



# Fiscal Year 2020 Risk Assessment

88 Auditable Units Reviewed Over 3 Years

Top	Dept	Auditable Units	Weighted Total	Audit Plan	Financial	Non Financial	Effectiveness	Efficiency	Compliance
1	DAS	Dallas Animal Services	256			(17, 18)	(17, 18) WIP	(17)	(17, 18)
2	CIS	Communication & Information Services	253	✓	(16, 17, 18)WIP	(16, 17, 18)WIP	(16, 17, 18)WIP	(16, 17, 18) WIP	(16, 17, 18)
3	Capital	City Facilities	243	✓	(18)WIP	(16, 18)WIP	(16, 18)WIP	(16, 18)WIP	(18)WIP
4	HR	Dallas Police and Fire Pension System	242		(17)	(17)	(17)	(17)	
5	HNS	Home Ownership Development	232	✓					
6	HNS	Housing Preservation	230	✓					
7	Capital	Economic Development	227	✓					
8	CTS	Municipal Court Services	222		(17, 18) WIP	(16, 17, 18) WIP	(16, 17, 18) WIP	(16, 17, 18) WIP	WIP
9	OOP	Procurement Services	222	✓	(17, 18) WIP	(17, 18) WIP	(17, 18) WIP	(17, 18) WIP	(17, 18) WIP
10	Capital	Transportation	221		(18)WIP	(18)WIP	(17, 18)WIP	(17, 18)WIP	(18) WIP
11	DPD	Police Administrative Support	220		(17) WIP	(16, 17, 18) WIP	(16, 17, 18) WIP	(16, 17, 18) WIP	(17, 18), WIP
12	PKR	Recreation Services	220		WIP	WIP	(18) WIP	(18) WIP	WIP
13	EBS	Fuel Procurement and Management	218	✓					
14	SAN	Refuse Collection/Brush/Bulk Waste Removal	215		(16, 17, 18) WIP	(16, 17, 18) WIP	(18) WIP	(18) WIP	(18) WIP
15	DPD	Police Field Patrol	214		(17, 18)	(16, 17, 18) WIP	(16, 17, 18) WIP	(17, 18)	(17, 18)
16	ATT	Legal Services	214	✓					(16)
17	DWU	Wastewater Collection & Treatment	214		(16, 17, 18) WIP	(16, 17, 18) WIP	(16, 18) WIP	(18)	(16, 18) WIP
18	LIB	Library Operation/Public Service & Literacy Initiatives	212	✓	WIP	WIP	(18) WIP	(18) WIP	WIP
19	DPD	Police Investigations of Narcotics & Vice Related Crimes	211		(18)	(17, 18)	(17, 18)	(17, 18)	(17, 18)
20	HR	Employees Retirement Fund	210		(17)	(17)	(17)	(17)	

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