



Office of City Auditor 2013 Annual Report

July 9, 2014

**Presentation to the Seattle City Council's
Finance and Culture Committee**

Annual Report

- City Charter requires every City department to submit one
- Due by April 1 of the following year
- Our 2013 report can be viewed at:
www.seattle.gov/cityauditor/annualreports

What We Do

- Performance Audits
- Not Financial Audits – those are covered by the State Auditor's Office
- Non-Audit Projects

Performance Audits

6 types:

- **Compliance (following the rules?)**
- **Effectiveness (getting intended results?)**
- **Efficiency (getting biggest bang for buck?)**
- **Economy (doing it with least amount of \$?)**
- **Internal Controls (systems in place?)**
- **Prospective (future events)**

City Council Expectations for City Auditor

- 1. Balance “Watchdog” Accountability and Collaboration Roles**
- 2. Promote Effective Design and Evaluation of City Programs**
- 3. Initiate Projects City Auditor Deems Important**
- 4. Improve Report Readability**

Accountability Watchdog

We completed performance audits in 2013 of:

- **Seattle City Employees' Retirement System (requested by Retirement Board Chair Councilmember Burgess)**
- **Seattle Public Utilities' New Taps Program (requested by Councilmember Godden)**
- **Seattle's Civil Rights Enforcement and Outreach (requested via City Council Statement of Legislative Intent)**

Collaborative Resource

We are providing technical assistance on 2 public safety-related federal grants that the City was awarded:

- **COPS Grant - West Precinct Juvenile Crime Hot Spots**
- **Bryne Grant - Rainier Beach Juvenile Crime Hot Spots**

Effective Design and Evaluation of City Programs

We were/are involved with the hiring and oversight of consultants examining the City's:

- **Sick and Safe Leave Regulations Implementation (completed)**
- **Seattle Department of Transportation Operational Efficiencies and Management Review (completed)**
- **Seattle Youth Violence Prevention Initiative**
- **Career Bridge Program**
- **Minimum Wage Ordinance**

City Auditor Initiated Work

“To the extent resources are available”:

- **In 2013, 13 of our 14 completed projects were City Council requests**
- **One report was completed that was initiated by the City Auditor: Human Resources Information System Information Technology Risk Assessment**

Report Readability

Now Using New Easier to Read Format for Reports:

- **City of Seattle RFP Process for Vehicle Impound Management, May 20, 2014**



City of Seattle RFP Process for Vehicle Impound Management Services



May 20, 2014

Seattle Office of City Auditor

REPORT SUMMARY

Jane Dunkel, Auditor-in-Charge
Cindy Drake, Assistant Auditor
Melissa Alderson, Audit Assistant
David G. Jones, City Auditor

We found that the City complied with state and city laws in its bid process for police impounds, obtained the new technologies it desired, and provided potential bidders multiple opportunities to clarify the Request for Proposal (RFP) requirements. We also found Washington State law is open to interpretation regarding the requirement for a Registered Tow Truck Operator license and that the percentage of impounds and storage days provided by women and minority owned businesses decreased under the new contract. We recommend the City monitor complaints about the accessibility of the contractor's south end lot and work with the vendor to assess and refine the City's management reporting needs.

Plans for 2014

- **Complete ongoing audits: Seattle Police Department Public Disclosure, Paid Sick and Safe Time Enforcement, Seattle Department of Transportation Bonds, Seattle City Light Secondary Revenue Stream, etc.**
- **Oversee completion of consultant reports on Seattle Youth Violence Prevention Initiation**
- **Audit risk assessments of key City departments**

Audit Ideas

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