



TO: Rules & Open Government Committee

FROM: Sharon W. Erickson, City Auditor

SUBJECT: CITY AUDITOR'S FISCAL YEAR 2018-19 WORK PLAN DATE: August 9, 2018

RECOMMENDATION

The City Auditor's Office recommends that the Rules and Open Government Committee review and approve of the City Auditor's Fiscal Year 2018-19 Work Plan.

BACKGROUND

The mission of the City Auditor's Office is to independently assess and report on City operations and services. To fulfill this mission, the Auditor's Office conducts performance audits that identify ways to increase the economy, efficiency, effectiveness, and accountability of City government, and provide independent, reliable, accurate, and timely information to the City Council and other stakeholders. The City Auditor submits an annual plan to the Rules and Open Government Committee for review and approval. This report presents the City Auditor's proposed work plan for Fiscal Year (FY) 2018-19.

As part of our annual review of potential audit subjects, we solicit audit suggestions from City Council members, members of the public, and staff. We also use information from the City's adopted operating and capital budgets and financial statements to prepare a spreadsheet model of potential audit subjects. The purpose of the model is to help prioritize audit work. It compares the following seven factors: proposed FY 2018-19 expenditures, estimated FY 2018-19 revenue, fund type, proposed number of staff (budgeted full time equivalents, or FTE), estimated fund balance, audit requests, and date of last audit. The results of the model are attached (see Attachment A).

PROPOSED AUDIT ASSIGNMENTS

The list of proposed audit assignments for FY 2018-19 includes a mix of audits already in process, recurring audits, and additional audit projects that address a wide range of concerns consistent with the City Auditor's areas of responsibility.

Audits in process:

- 1. **Public Works department cost to deliver transportation and parks projects** (*carryover from FY 2017-18 audit workplan*). Completed Jul-2018.
- 2. Vehicle abatement (carryover from FY 2017-18 audit workplan) Review the efficiency and effectiveness of vehicle abatement including the division of responsibility, response times, and costs per vehicle towed. Target date: Sep-2018 (T&E).

- 3. **Community center reuse program** (carryover from FY 2017-18 audit workplan) Monitoring of tenants using facilities, programs offered, and cost savings (requested by Councilmember Jones). Target date: Sep-2018 (NSE).
- Santa Clara County Cities Association Expenditure Review Fiscal Years Ending June 30, 2017 and 2018 (carryover from FY 2017-18 audit workplan) – Routine audit of expenditures provided gratis to the Association (last audit was 2015). Target date: Sep-2018.
- 5. **Homeless assistance programs** Performance metrics and effectiveness of city-funded homeless assistance programs (requested by a resident). Target date: Oct-2018 (NSE).
- 6. **Towing services** (carryover from FY 2017-18 audit workplan) Review the City's monitoring of tow service agreements and evaluate the current towing services program structure. This is part two of an audit of vehicle abatement and towing. Target date: TBD.
- 7. **911 and 311 calls** (*carryover from FY 2017-18 audit workplan*) Workload, call answering times, and customer service (requests by Councilmembers Davis and Jimenez). Target date: TBD.
- 8. **Development noticing** (carryover from FY 2017-18 audit workplan) Effectiveness of outreach for new development including radius, timing, and languages (request by Neighborhood Commission members). Target date: TBD.
- 9. **Employee benefit funds** (carryover from FY 2017-18 audit workplan) Administration audit and reconciliation of contributions and expenditures in the benefit funds. Budgeted expenditures in the health, dental, life, and unemployment insurance funds total \$92 million per year. Target date: TBD.
- 10. **BEST program** (*carryover from FY 2017-18 audit workplan*) Review the evolution of the Mayor's Gang Prevention Task Force and BEST program over time, including the allocation process, contract monitoring, and grantee performance (requested by Councilmember Jones). Target date: TBD.

Annual/recurring projects:

- 11. Semi-annual audit recommendation status reports (on-going) The City Auditor's Office will maintain an on-line dashboard of audit recommendations, and issue reports on the implementation status of all open audit recommendations as of June 30th and December 31st. Target dates: Sep-2018 and Mar-2019.
- Annual review of Team San José performance (as required in the City's agreement with Team San José) – Annual review to determine whether Team San José met its performance metrics as of June 30, 2018. Target date: Nov-2018.
- 13. Annual services report (on-going) 11th annual report providing data about the cost, quality, quantity, and timeliness of city services. The report incorporates existing performance measurement data, showing ten-year historical trends, a variety of comparisons to other cities, and the results of resident surveys. It also incorporates information about the financial condition of the city through graphics, standardized measures, and benchmarking to other jurisdictions. Target date: Dec-2018.
- 14. Annual external financial audit and single audit (contracted audit service) The City Charter requires an annual audit of the City's financial transactions. The independent certified public accounting firm MGO will conduct the annual audits of the Comprehensive Annual Financial Reports (CAFRs) of the city, the airport, and the pension systems. MGO will also conduct audits of the financial statements of the Successor Agency to the Redevelopment Agency, Convention Center, Hayes Mansion, the Clean Water Financing Authority, Deferred Compensation, Tier 3 Defined Contribution Plan, Voluntary Employee Beneficiary Association (VEBA), MTC compliance, and the Single Audit (including Airport passenger facility charges and customer facility charges). Target date: Dec-2018.

- 15. Annual audits of voter-approved bond and parcel tax measures (contracted audit service) – MGO will conduct audits of the Branch Library Bond Projects Fund, the Parks and Recreation Bond Projects Fund, the Public Safety Bond Projects Fund, and the Library Parcel Tax Fund, satisfying the City's obligation for guaranteed annual audits. Target date: Dec-2018.
- 16. Semi-annual compliance reviews of the City's investment program (contracted audit service) The City's investment policy requires semi-annual compliances audits of the City's investment portfolio. MGO will conduct the agreed-upon procedures as of June 30th and December 31st. Target dates: Sep-2018 and Mar-2019.

Carryover projects and new projects:

- 17. In-lieu fees (carryover from FY 2017-18 audit workplan) Collection, tracking, and use of in-lieu fees (requested by a resident). Target date: TBD.
- 18. Housing Department grant programs (carryover from FY 2017-18 audit workplan) Assess the efficiency and effectiveness the allocation process and monitoring of grantees, including whether grants are achieving the intended benefits.
- 19. **<NEW> Procurement card expenditures** Routine audit of city credit card usage (last audit was 2014).
- 20. **<NEW> Form 700 filings** Follow-up review of the filing status of required Statements of Economic Interest (Form 700).
- 21. **<NEW> Employee reimbursements** Audit of employee reimbursements not covered in our 2017 <u>Audit of Employee Travel Expenses</u>.

PROJECTS CONSIDERED BUT NOT RECOMMENDED AT THIS TIME:

We designed the above list of projects to address high priority areas, while limiting the scope of work to what we can realistically accomplish. Items considered but not recommended at this time include:

- 1. Absenteeism use and monitoring of sick leave and other leave time
- 2. Animal services
- 3. Bilingual pay
- 4. Bingo (requested by a resident)
- 5. Building permit fees and taxes
- 6. Business improvement districts
- 7. City service response times (requested by Councilmember Jimenez)
- 8. Civic engagement
- 9. Civil service disciplinary and performance management systems and outcomes
- 10. Code enforcement timeliness (requested by Councilmember Jimenez)
- 11. Emergency medical response times compliance with agreed-upon response time standards
- 12. Employee hiring update hiring and vacancy analysis and turnover rates.
- 13. Emergency preparedness (requested by neighborhood association)
- 14. Franchise fees
- 15. Grant funding effectiveness applying for outside grant funding of City programs (requested by Councilmember Khamis)

- 16. Inspection programs opportunities for coordination between departments (e.g. building, code enforcement, fire prevention, hazardous materials, stormwater, and pre-treatment)
- 17. Marketing efforts coordination of city marketing efforts and strategy (requested by Councilmember Khamis)
- 18. Municipal Water System (requested by a resident; ranked high on the citywide risk assessment)
- 19. Part-time employees Cost, turnover, training, hiring, and applicability of the Opportunity to Work ordinance to the City's own part-time employees (requested by Councilmember Jimenez)
- 20. Police crime reporting and burglary rates (the Police department ranked high on the citywide risk assessment)
- 21. Police response times (the Police Department ranked high on the citywide risk assessment)
- 22. Police overtime
- 23. Procurement policies (requested by Councilmember Jimenez)
- 24. Public records request procedures (requested by a resident)
- 25. Retiree Health Care (ranked high on the annual citywide risk assessment)
- 26. Sidewalk repair program (street landscape maintenance ranked high on the annual citywide risk assessment; sidewalk maintenance rates low in resident quality of service ratings)
- 27. Stormwater program
- 28. Traffic safety and operations (ranked high on citywide risk assessment)
- 29. Wastewater pretreatment permits Review best practices and opportunities to streamline the permitting process
- 30. Workers' Compensation administration and cost (dropped from FY 2017-18 audit workplan)

NEXT STEPS

As audit work proceeds, I will forward to the City Council monthly reports describing the status and progress towards completing audit projects. As part of our normal audit process, we will notify you when we start each audit to determine if you have any interests or concerns that we can address during our audit. This is intended to ensure that our audits are responsive to your needs. Any subsequent additions to the work plan will be forwarded to the Rules Committee for approval. Generally, audit reports are heard by the appropriate City Council Committee and then cross-referenced to the full City Council for acceptance.

Sharon W. Erickson Sharon W. Erickson City Auditor

cc: Council Appointees and Senior Staff

Attachment A: Citywide risk assessment model

ITEM NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	PROPOSED EXPENDITURES	S C O R E	PROPOSED REVENUES	S C O R E	NUMBER OF STAFF	S C O R E	BEG. FUND BALANCE	S C O R E	FUND TYPE	S C O R E	PENDING AUDIT REQUEST	S C O R E	DATE OF LAST AUDIT	S C O R E	TOTAL SCORE
									_		_		_				\vdash	
	RELATIVE WEIGHTS	S OF RISK FACTORS			6		5		5		2		3		4	'	5	300
202	ENVIRON SVCS		WATER UTILITY FUND (515)	45,809,350	10	50,418,125	10		0	14,289,212	0	SPEC	6	2018	10	2007	10	234
		COMM & ECON DEVMT		3,366,148		51,576,821		19.07		14,209,212	0	GEN				2007		
	GENERAL FUND		PERSONAL SERVICES	867,935,664		51,570,021	0	6,392.16			0	GEN		2017		2001		221
			STRATEGIC SUPPORT AND OTHER	54,883,757		6,917,356		190.50			0	GEN				2012		210
			TRANSPORTATION SAFETY AND OPERATIONS	10,151,506			0	58.95			0	GEN				2007		
			STRATEGIC SUPPORT	18,414,087		13.270.000		35.55			0	GEN				2016		193
			STREET LANDSCAPE MAINTENANCE	15,682,132		,,_,	0	39.20			0	GEN		2017			10	
			MULTI-SOURCE HOUSING FUND (448)	26,203,639		16,635,940			0	67,868,491		SPEC		2012		2014		192
			RESPOND TO CALLS FOR SERVICE AND PATRO			-,,	0	1,132.50		. ,, .	0	GEN		2018		2016		190
171			FEDERATED RETIREE HEALTH CARE TRUST (12	142,398		36,410,343	10		0	291,952,471	10	SPEC	6	2011	10		10	190
27	ENVIRON SVCS	ENVIRON & UTILITY SV	STRATEGIC SUPPORT	35,590,314		3,480,571	6	64.59	7		0	SPEC	6	2017	10	2017	1	188
33			PARKS MAINTENANCE AND OPERATIONS	44,768,165	10		0	322.61	9		0	GEN	10		0		10	185
190	COMM ENERGY	ENVIRON & UTILITY SV	SAN JOSE CLEAN ENERGY OPERATING FUND (126,191,620	10	138,172,000	10		0	500,000	3	SPEC	6		0		10	184
101	GENERAL FUND	CITY-WIDE	ENCUMBRANCE RESERVE	48,885,515	10		0		0		0	GEN	10	2011	10		10	180
13	PLANNING, BUILDI	COMM & ECON DEVMT	DEV. PLAN REVIEW & BLDG CONSTRUCTION IN	35,937,241	10		0	203.61	9		0	GEN	10	2017	10	2017	1	180
66	FINANCE	STRATEGIC SUPPORT	TREASURY MANAGEMENT	30,612,475	10	20,250,000	9	25.02	4	5,250,000,000	10	GEN	10		0	2017	1	180
158	HUMAN RESOURCI	STRATEGIC SUPPORT	BENEFIT - SELF-INSURED MEDICAL FUND (158)	14,320,580	8	1,762,000	4		0	118,685	2	SPEC	6	2015	10		10	180
187	RETIREMENT	STRATEGIC SUPPORT	POLICE & FIRE RETIREE HEALTH CARE TRUST	101,716	2	15,534,285	8		0	82,510,939	10	SPEC	6	2011	10		10	180
192	ENVIRON SVCS	ENVIRON & UTILITY SV	SJ/SC TREATMENT PLANT OPERATING FUND (5	97,511,833	10	30,425,000	10		0	39,875,121	10	SPEC	6		0	2012	6	178
201	PUBLIC WORKS	STRATEGIC SUPPORT	VEHICLE MAINT & OPERATIONS FUND (552)	24,117,371	9	24,726,370	9		0	2,787,038	5	SPEC	6		0	2003	10	
161			CITY HALL DEBT SERVICE FUND (210)	28,358,000	9	100,000	2		0	258,298	2	SPEC		2012	10		10	176
160	ECON DEVMT	COMM & ECON DEVMT	BUSINESS IMPROVEMENT DISTRICT FUND (351)	4,031,683	6	4,021,000	6		0	20,135	1	SPEC		2017	10		10	176
			INVESTIGATIVE SERVICES	73,299,974	10		0	283.50	9		0	GEN	10		0	2010	8	175
			RECREATION AND COMMUNITY SERVICES	37,350,198	10		0	308.95	9		0	GEN		2017	10	2018		175
		STRATEGIC SUPPORT		63,629,489	10	4,000			0	661,786		SPEC		2015	-	2009	9	
			CONV CENTER FACILITIES DISTRICT REV FUND	14,432,000	8	15,292,000			0	23,209,316		SPEC			0		10	
			GENERAL PURPOSE PARKING FUND (533)	12,474,564	8	18,415,000			0	22,027,277		SPEC			0	'	10	
			BENEFIT - DENTAL INSURANCE FUND (155)	11,943,210	8	30,000			0	3,738,928		SPEC		2015			10	
			FRANCHISE FEES		0	50,474,798			0		0	GEN		2009		2008		
			AIRPORT FISCAL AGENT FUND (525)	86,647,614	10	1,252,000			0	92,501,033		SPEC			0		10	-
		TRANSPORT & AVIATIO		30,511,085	10		0	92.00	8		0	SPEC			0		10	
-		STRATEGIC SUPPORT		17,505,741	8		0	76.90	8		0	GEN			0	0010	10	
			REGULATORY SERVICES	4,587,740			0	22.00	4		0	GEN CAP				2010		166
		CAPITAL PROGRAM STRATEGIC SUPPORT	TRAFFIC CAPITAL PROGRAM	122,570,089 92,728,118	10 10		0	13.00	0		0	GEN		2016 2015	-	2007 2013		165 165
			COMM DEVMT BLOCK GRANT FUND (441)	11,841,323	8	8,605,840	-	13.00	2	7,926,272	-	SPEC		2015	0	2013		
			FIRE RETIREE HEALTH CARE TRUST FUND (126			3,981,526			0	50,274,305		SPEC		2011		2007	10 10	
-			RECYCLING & GARBAGE SERVICES	133,967,262		3,901,520	0	44.64	-	30,274,303	0	SPEC		2011		2015	-	-
			LEAD AND MANAGE THE ORGANIZATION	19,132,667			0	65.95			0	GEN						-
		TRANSPORT & AVIATIO		10,138,179		1,680,400		18.60			0	GEN			0	2010	10	
			LOW AND MOD INCOME HOUSING ASSET FUND			42,800,000		10.00	0	85,928,134		SPEC			0	2014		
		STRATEGIC SUPPORT		3,011,915		.2,000,000	0	8.50	1	00,020,104	0	GEN		2017	-	2014	10	-
		STRATEGIC SUPPORT		48,750,396		996,316			1		0	GEN			0		10	-
			CITY-WIDE EMERGENCY PREPAREDNESS	2,268,838		230,010	0	12.00			0	GEN					10	
			AIRPORT CUST FACILITY & TRANS FEE FUND (5	2,540,743		21,079,131			0	13,885,883	-	SPEC			0		10	
			SEWER SERVICE & USE CHARGE FUND (541)			162,330,776			0	58,625,051		SPEC			0	2016		
			TRAFFIC MAINTENANCE	14,831,446			0	48.25		11,020,001	0	GEN			0	2010	-	
			ANIMAL CARE & SERVICES	7,440,684			0	65.67			0	GEN			-			

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45 I	POLICE	PUBLIC SAFETY	CRIME PREVENTION & COMMUNITY EDUCATION	6,816,091	7		0	62.17	7		0	GEN	10		0		10	157
40 I	FIRE	PUBLIC SAFETY	EMERGENCY RESPONSE	201,627,459	10		0	736.98	10		0	GEN	10		0	2015	3	155
30 I	LIBRARY	NEIGHBORHOOD SVCS	ACCESS TO INFO, MATERIALS, & DIGITAL RESC	32,082,106	10		0	310.55	9		0	GEN	10		0	2014	4	155
3	ECON DEVMT	COMM & ECON DEVMT	REAL ESTATE SERVICES	2,144,655	5		0	3.20	1		0	GEN	10	2012	10	2004	10	155
55	TRANSPORTATION	TRANSPORT & AVIATIO	PARKING SERVICES	19,563,529	8		0	68.09	7		0	GEN	10	2017	10	2018	0	153
200	CITY-WIDE	CITY-WIDE	TRANSIENT OCCUPANCY TAX FUND (461)	16,926,636	8	29,368,000	9		0	4,314,454	6	SPEC	6		0	2012	6	153
16 I	PUBLIC WORKS	COMM & ECON DEVMT	REGULATE/FACILITATE PRIVATE DEVELOPMEN	14,658,822	8		0	85.74	8		0	CAP	5		0		10	153
			TECHNOLOGY INFRASTRUCTURE AND OPERAT	12,739,431	8		0	37.00	5		0	GEN		2016	10	2016	2	
	ECON DEVMT	COMM & ECON DEVMT	WORKFORCE INVESTMENT ACT FUND (290)	9,843,639	7	9,818,773	7		0	1,186,878	4	SPEC			0		10	
180 I	ENVIRON SVCS	ENVIRON & UTILITY SV	INTEGRATED WASTE MGMT FUND (423)	139,243,907	10	138,242,815	10		0	29,884,889	9	SPEC			0	2017	1	151
			SANITARY SEWER MAINTENANCE		8		0	108.00			0	SPEC			0	2010	-	151
		STRATEGIC SUPPORT		5,921,354			0	15.00			0	GEN		-		2012	-	151
			BENEFIT - LIFE INSURANCE FUND (156)	, ,	4	684,000			0	120,440	2	SPEC		2015	10		10	
			SOUTH BAY WATER RECYCLING OPERATING (5		7	12,540,000			0	0	-	SPEC			0		10	
			FEDERATED RETIREMENT FUND (134)	247,712,878					0	2,047,317,930		SPEC			0	2018	-	148
			POLICE & FIRE RETIREMENT FUND (135)	, ,		402,538,854			0	3,498,703,456		SPEC			0	2018	-	148
			WASTEWATER MANAGEMENT	, ,	10		0	332.51	9		0	SPEC			0	2013	-	148
	AIRPORT		AIRPORT MAINT & OPERATION FUND (523)	, ,	10	0			0	35,082,266		SPEC			0		10	-
			STORM SEWER OPERATING FUND (446)		9	33,258,846			0	13,332,766		SPEC	-		0	2016	-	148
			COMM FACILITIES DISTRICT FUNDS		6	3,242,059			0	7,482,803		SPEC			0		10	
			FLEET & EQUIPMENT SERVICES	24,718,433			0	71.15			0	SPEC	-		0	2010	-	147
		CITY-WIDE	ICE CENTRE REVENUE FUND (432)	, ,	6	3,510,015			0	4,166,235		SPEC			0		10	
			FACILITIES MANAGEMENT	24,509,150		00.405.400	0	79.10			0	GEN			0	2014	-	144
		NEIGHBORHOOD SVCS		- / / -	7	22,405,133		35.09			0	GEN			0	2018	-	
			TRANSPORTATION PLANNING AND PROJECT D	, ,			0	36.00			0	GEN			0	2004	-	
			MAINTENANCE DISTRICT FUNDS	3,157,478		2,275,900			0	3,549,587		SPEC			0		10	
		CITY-WIDE	CITY-WIDE EXPENSES	73,539,000			0		0		0	GEN			0		10	-
			TRANSFERS TO OTHER FUNDS	38,136,064		47.000.004	0	44.54	0		0	GEN			0	0010	10	
		STRATEGIC SUPPORT			9	17,062,064		41.54		4 040 040	0	CAP		0045	0	2018	-	139
			BENEFIT - UNEMPLOYMENT INSURANCE FUND	702,930		20,000		74.47	0	1,810,918		SPEC		2015		0040	10	
		NEIGHBORHOOD SVCS		12,497,058		470 700 574	0	74.17		101 404 086	0	GEN			0	2013	-	138 138
						172,732,574		20.27	0	101,494,086		SPEC			0	2014	10	138
	FINANCE CITY-WIDE		REVENUE MANAGEMENT DOWNTOWN PROP & BUS IMPR DIST FUND (30)	- / /	7	2,279,000	0 5	39.37	5 0	35,111,095 1,374,433		GEN SPEC			0	2014	4	-
			CITYWIDE LAND USE PLANNING	, ,	6	2,279,000	0	25.15	-	1,374,433	4	GEN	-		0		10	
			SALES TAX	4,441,270		233,500,000		20.10	4		0	GEN			-	2015		135
	LIBRARY		LIBRARY PARCEL TAX FUND (418)	8,076,222	7	9,183,401			0	8,875,843	-	SPEC		2003	0	2013	-	133
			SAN JOSE ARENA CAPITAL RESERVE FUND (45		6	1,785,000			0	2,402,056		SPEC			0	2013	10	-
			PROVIDING CLEAN ENERGY	74,439,069		1,700,000	0	7.85	-	2,402,000	0	SPEC			0		10	-
		ENVIRON & UTILITY SV		44,055,000			0	3.15			0	SPEC	-		0		10	-
			POTABLE WATER DELIVERY	42,583,621			0	35.45			0	SPEC			0	2012	-	
			AFFORDABLE HOUSING PRODUCTION AND PRE				0	12.50			0	SPEC			0	2002		
			NEIGH CAPITAL INVEST AND HOUSING SERVICE				0	8.80			0	SPEC		2012		2014	-	131
			Funding for community based organizations (CBOs)				0	0.00	0		0	GEN				2018		-
		COMM & ECON DEVMT		6,411,976		11,278,832		19.85			0	SPEC			0	2015	-	
			EMPLOYMENT SERVICES	2,759,531		,	0	16.00			0	GEN		2017	-	2010	_	-
			PROPERTY TAX			317,600,000	-		0		0	GEN			0		10	-
			BUSINESS TAXES		0	68,500,000			0		0	GEN			0		10	
		REVENUE	LICENSES AND PERMITS		0	60,916,631			0		0	GEN			0		10	-
			FEES, RATES, AND CHARGES		0	52,615,920			0		0	GEN			0		10	-
		NEIGHBORHOOD SVCS		8,595,018		553,000		41.76			0	GEN			0	2016	-	

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85	CITY ATTORNEY	STRATEGIC SUPPORT	STRATEGIC SUPPORT	7,212,396	7	0	7.10	1		0	GEN	10		0		10	127
			SANITARY SEWER SYSTEM CAPITAL PROGRAM	34,035,000		0		0		0	CAP			0		10	125
			AIRPORT CAPITAL PROGRAM	31,898,000		0		0		0	CAP			0		10	125
			TELEPHONE LINE TAX	01,000,000	0	20,000,000 9		0		0	GEN	-		0	2008		125
			TRANSFERS		0	25,148,914 9		0		0	GEN			0	2000	10	125
		-	HOME INVEST PARTNER PROG TRUST FUND (4	8,276,983	7	5,859,184 6		0	7,549,859	7	SPEC			0	2014		123
			WATER UTILITY SYSTEM CAPITAL PROGRAM	6,610,000	7	0		0	11,324,069		CAP			0	2014		124
			CAPITAL CONTRIBUTIONS	9,155,000	7	0		0	11,324,003	0	GEN			0	2000	10	123
		STRATEGIC SUPPORT		7,676,944	7	0		0		0	GEN			0		10	122
				, ,					0.757.404		SPEC			0	2014		122
			COMMUNITY FACILITIES REVENUE FUND (422)	11,029,371	8	2,974,247 5		0	2,757,164	5					2014		
	,		Park Trust Fund (375)	63,452,399		0	000.47	0		-	CAP			0	2009		120
			PLAN, DESIGN, & CONSTRUCT PUBLIC FACILITI	37,382,473		0	230.17		40.000.747	0	CAP	-		0	2018		120
			AIRPORT SURPLUS REVENUE FUND (524)	3,216,990		0 0		0	19,002,717		SPEC			0		10	120
		STRATEGIC SUPPORT		2,425,146		0	13.00			0	GEN				2016		120
			TRANSIENT OCCUPANCY TAX		0	19,700,000 8		0		0	GEN			0		10	120
			REVENUE FROM LOCAL AGENCIES		0	11,420,000 8		0		0	GEN			0		10	120
		REVENUE	REVENUE FROM STATE GOVERNMENT		0	11,709,379 8		0		0	GEN	10		0		10	120
119	GENERAL FUND	REVENUE	OTHER REVENUE		0	10,867,471 8		0		0	GEN			0		10	120
122	GENERAL FUND	REVENUE	REIMBURSEMENTS FOR SERVICES		0	18,225,395 8		0		0	GEN	10		0		10	120
178	HOUSING	COMM & ECON DEVMT	HOUSING TRUST FUND (440)	1,955,588	4	780,000 3		0	3,411,556	6	SPEC	6		0		10	119
41	FIRE	PUBLIC SAFETY	FIRE PREVENTION	5,991,252	6	0	21.18	4		0	GEN	10		0	2012	6	116
6	FIRE	COMM & ECON DEVMT	FIRE SAFETY CODE COMPLIANCE	5,960,050	6	0	29.77	4		0	GEN	10		0	2012	6	116
176	CITYWIDE	CITY-WIDE	GIFT TRUST FUND (139)	4,391,646	6	0 0		0	4,430,861	6	SPEC	6		0		10	116
81	MAYOR & COUNCIL	STRATEGIC SUPPORT	OFFICE OF THE MAYOR	3,975,558	6	0		0		0	GEN	10		0		10	116
95	GENERAL FUND	CITY-WIDE	NON-PERSONAL/EQUIPMENT	118,450,222	10	0		0		0	GEN	10		0	2013	5	115
62	FINANCE	STRATEGIC SUPPORT	DISBURSEMENTS	2,755,365	5	0	16.50	3		0	GEN	10	2011	10	2018	0	115
			FINANCIAL REPORTING	2,150,505		0	13.43			0	GEN		2015	10	2017	1	115
114	GENERAL FUND	REVENUE	REVENUE FROM MONEY AND PROPERTY	, ,	0	6,832,000 7		0		0	GEN			0		10	115
			REVENUE FROM STATE GOVERNMENT		0	30,505,775 10		0		0	CAP			0		10	115
			REVENUE FROM WPCP USER AGENCIES		0	33,719,000 10		0		0	CAP			0		10	115
			REVENUE FROM OTHER AGENCIES		0	57,845,000 10		0		0	CAP			0		10	115
			CONSTRUCTION AND CONVEYANCE TAX		0	38,000,000 10		0		0	CAP			0		10	115
			STRATEGIC SUPPORT AND OTHER	116,609,143	10	0	52.00			0	SPEC			0	2017	1	113
			ARTS & CULTURAL DEVELOPMENT	31,356,389		0	12.00			0	SPEC			0	2013		113
			MUNICIPAL IMPROVEMENTS CAPITAL PROGRA	, ,		0	12.00	0		0	CAP		1	0	1997		113
			AIRPORT OPERATIONS	29,128,493		0	60.00	-		0	SPEC			0	2017	1	112
	-	COMM & ECON DEVMT		6,763,720	7	15,140 1	13.60			0	GEN		1	0	2013		112
			SUPPLEMENTAL LOCAL LAW ENFORCE FUND (1,546,088	1	445,494 2	10.00	0	2,515,760	-	SPEC			0	2010	10	112
			PARKS AND COMM FACILITIES CAPITAL PROGR	, ,	10			0	15,111,365		CAP			0	2014		111
			PURCHASING AND RISK MANAGEMENT	3,381,460		0	17.06	-	165,300,000		GEN			0	2014		111
	-		CONSTRUCTION EXCISE TAX	3,301,400	0	21,000,000 9	17.00	0	103,300,000	0	CAP			0	2010	10	110
						27,078,000 9					CAP			-			
			OTHER TAXES, FEES AND CHARGES	4 4 4 0 0 0 0	0		0.00	0		0				0		10	110
			COMM ENERGY CUSTOMER SUPPORT	4,440,363		0				0	SPEC			0		10	109
				1,189,605		0	5.50			0	GEN			0	0000	10	109
			AFFORDABLE HOUSING PORTFOLIO DEVMT	2,135,425		0	11.50		_	0	SPEC	-		0	2002		108
			GAS TAX MAINT & CONST FUNDS (409-411)		0	17,300,000 8		0	0	-	SPEC		-	0		10	108
			STORM SEWER SYSTEM CAPITAL PROGRAM	9,320,000		0		0		0	CAP			0		10	107
-			PARKING CAPITAL PROGRAM	9,139,912		0		0		0	CAP			0		10	107
			BUSINESS DEVELOPMENT AND ECONOMIC STR	, ,		0	11.73			0	GEN	-		0	2013		107
			REGIONAL WORKFORCE DEVELOPMENT	11,173,322		0	17.47			0	SPEC			0	2013	5	106
34	PARKS, RECREATI	NEIGHBORHOOD SVCS	COMMUNITY FACILITIES DEVMT	5,350,743	6	0	36.78	5		0	GEN	10		0	2015	3	106

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					S		S		S		S		S		S	DATE	S	
ITEM				PROPOSED	С	PROPOSED	С	NUMBER	С	BEG. FUND	С	FUND	С	PENDING	С	OF	С	TOTAL
NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	EXPENDITURES	0	REVENUES	0	OF STAFF	0	BALANCE	0	TYPE	0	AUDIT	0	LAST	0	SCORE
					R		R		R	_	R		R	REQUEST	R	AUDIT	R	
					Е		E		E		E		E		E	<u> </u>	E	
83	MAYOR & COUNCIL	STRATEGIC SUPPORT	COUNCIL GENERAL	65,000	1		0	27.00	4		0	GEN	10		0		10	106
100 (GENERAL FUND	CITY-WIDE	CONTINGENCY RESERVE	36,500,000	10		0		0		0	GEN			0	2015	3	
99 (GENERAL FUND	CITY-WIDE	EARMARKED RESERVES	35,341,775	10		0		0		0	GEN	10		0	2015	3	105
113 (GENERAL FUND	REVENUE	FINES, FORFEITURES, AND PENALTIES		0	14,983,000	8		0		0	GEN	10		0	2011	7	105
120 (GENERAL FUND	REVENUE	OVERHEAD REIMBURSEMENTS		0	52,549,884	10		0		0	GEN	10		0	2013	5	105
127 (CITY-WIDE	CAPITAL PROGRAM	BUILDING AND STRUCTURE CONSTRUCTION T	AX	0	16,000,000	8		0		0	CAP	5		0		10	105
87 (CITY AUDITOR	STRATEGIC SUPPORT	STRATEGIC SUPPORT	663,857	3		0	1.00	1		0	GEN	10		0		10	103
74	NFO TECHNOLOG	STRATEGIC SUPPORT	BUSINESS SOLUTIONS	7,302,886	7		0	20.20	4		0	GEN	10		0	2016	2	102
196 I	PARKS, RECREATI	COMM & ECON DEVMT	ST JAMES PARK MANAGEMENT DISTRICT FUND	589,174	3	20,400	1		0	2,797,317	5	SPEC	6		0		10	101
193	ENVIRON SVCS	ENVIRON & UTILITY SV	SEWAGE TRMT PLANT CONNECT FEE FUND (53	460,000	2	2,313,000	5		0	12,755,233	8	SPEC	6		0	2012	6	101
148	ENVIRON SVCS	CAPITAL PROGRAM	WATER POLLUTION CONTROL CAPITAL PROGR	79,356,000	10		0		0		0	CAP	5		0	2013	5	100
24	ENVIRON SVCS	ENVIRON & UTILITY SV	STORMWATER MANAGEMENT	8,775,716	7		0	40.04	6		0	SPEC	6		0	2016	2	100
29	TRANSPORTATION	ENVIRON & UTILITY SV	STORM SEWER MANAGEMENT	7,896,833	7		0	42.91	6		0	SPEC	6		0	2016	2	100
49	POLICE	PUBLIC SAFETY	Special Event Services		0		0		0		0	GEN	10	2010	10	2012	6	100
71 I	HUMAN RESOURCI	STRATEGIC SUPPORT	TRAINING AND DEVELOPMENT	554,255	3		0		0		0	GEN	10		0		10	98
56	TRANSPORTATION	TRANSPORT & AVIATIO	PAVEMENT MAINTENANCE	7,172,256	7		0	54.00	6		0	CAP	5		0	2016	2	
102 (GENERAL FUND	CITY-WIDE	General liability claims		6		0		0		0	GEN			0	2012	-	-
			Sick leave payments upon retirement		6		0		0		0	GEN			0	2012	-	
			CARRYOVER FUND BALANCE		0	101,189,393	10		0		0	GEN			0	2015	-	
		-	UTILITY TAX		0	102,400,000			0		0	GEN			0	2015	-	
			REVENUE FROM FEDERAL GOVERNMENT		0	29,766,000			0		0	CAP			0	2011	-	95
	ND POLICE AUDIT		STRATEGIC SUPPORT		2	20,100,000	0	0.50	-		0	GEN			0		10	
			RECYCLED WATER MANAGEMENT	,	7		0	22.59			0	SPEC			0	2016	-	
			LITERACY AND LEARNING		5		0	14.06			0	GEN			0	2014	-	
			CONV & CULTURAL AFFAIRS FUND (536)		7	125,000	-		0	9,135,524	7	SPEC			0	2017	-	89
			SERVICE YARDS CAPITAL PROGRAM		4	120,000	0		0	0,100,021	0	CAP			0		10	
			DEVELOPER CONTRIBUTIONS		0	1,027,000			0		0	CAP			0	<u> </u>	10	
			MUNICIPAL GOLF COURSE FUND (518)		6	438,000			0	313,132	2	SPEC			0	2015	-	
		COMM & ECON DEVMT		, ,	6	430,000	0		0	515,152	0	CAP			0	2013	-	
		STRATEGIC SUPPORT		2,568,565			0	10.80			0	GEN			0	2012	-	-
			COMM ENERGY COMMUNITY PROGRAMMING		2		0	10.00	0		0	SPEC			0	2010	10	-
			SANITARY SEWER CONNECTION FEES	130,000	0	700,000			0		0	CAP			0	<u> </u>	10	
			PUBLIC WORKS PROGRAM SUPPORT FUND (15	17,790,925	8	41,000			0	1,272,999	4	SPEC			0	2018	-	-
			SAN JOSE MUNI STADIUM CAPITAL FUND (476)		1	39,000			0	1,272,333		SPEC			0	2010	10	
			LIBRARY CAPITAL PROGRAM		6	33,000	0		0	541,130	-	CAP			0	2014	-	77
			SUSTAINABILITY AND ENVIRONMENTAL HEALTI		4		0	9.77	-	541,150	0	SPEC			0	2014	-	
			DEVELOPER ASSISTED PROJECTS CAPITAL PR				0	3.11	0		0	CAP			0	2012	-	
		STRATEGIC SUPPORT			6		0	2.65	-		0	GEN			0	2000	-	76
		STRATEGIC SUPPORT		, ,	б 5	52,000	1	2.05			0	GEN	-	-	0	2017	-	76
		STRATEGIC SUPPORT		2,938,117		52,000	0	14.00			0	GEN	-		0	2017	_	
			ECON DEVMT ADMINISTRATION LOAN FUND (44	, ,		100		14.00		6 706		SPEC				2017	-	
				0		100 200			0	6,736 19,522		SPEC			0	<u> </u>	10 10	
			STATE DRUG FORFEITURE FUND (417)			424,940				19,522		GEN				2011	-	
			REVENUE FROM FEDERAL GOVERNMENT		0				0		0				0	2011	-	
			RESIDENTIAL CONSTRUCTION TAX		0	200,000			0		0	CAP			0	<u> </u>	10	
			STORM DRAINAGE FEES		0	200,000		40.00	0		0	CAP			0	0040	10	
			CUSTOMER CONTACT CENTER	1,872,712			0	12.00			0	GEN			0	2016	-	
			RENT STABILIZATION AND TENANT PROTECTIC				0	17.85			0	SPEC			0	2016	-	
			HOMELESS INTERVENTIONS AND SOLUTIONS	19,905,155		75.000	0	7.00			0	SPEC			0	2018	-	
			WATER UTILITY FEES		0	75,000			0		0	CAP	-		0		10	
			RETIREMENT PLAN ADMINISTRATION	4,253,807			0	15.20			0	SPEC			0	2018	-	
51 /	AIRPORT	I RANSPORT & AVIATIO	AIRPORT BUSINESS DEVELOPMENT	3,958,386 A - 4	6		0	11.50	2		0	SPEC	6		0	2017	1	69

ITEM NUM	DEPARTMENT	CITY SERVICE AREA	CORE SERVICE/FUND/AUDIT SUBJECT	PROPOSED EXPENDITURES	()	PROPOSED REVENUES R E	NUMBER OF STAFF	S C O R E	BEG. FUND BALANCE	S C O R E	FUND TYPE	S C O R E	PENDING AUDIT REQUEST	S C O R E	DATE OF LAST AUDIT	S C O R E	TOTAL SCORE
143	POLICE	CAPITAL PROGRAM	PUBLIC SAFETY CAPITAL PROGRAM	3,372,000	6	0		0	1,587,264	4	CAP	5		0	2016	2	69
93	RETIREMENT	STRATEGIC SUPPORT	STRATEGIC SUPPORT	2,669,027	5	0	24.55	4		0	SPEC	6		0	2018	0	68
137	INFO TECHNOLOG	CAPITAL PROGRAM	COMMUNICATIONS CAPITAL PROGRAM	0	0	0		0		0	CAP	5		0		10	65
169	CITY-WIDE	CITY-WIDE	EMERGENCY RESERVE FUND (406)	125,000	2	20,000 1		0	1,419,847	4	SPEC	6		0	2015	3	58
170	POLICE	PUBLIC SAFETY	FEDERAL DRUG FORFEITURE FUND (419)	0	0	0 0		0	142,993	2	SPEC	6		0	2017	1	27
	SCORING TABLES			PROPOSED EXPENDITURES		PROPOSED REVENUES	NUMBER STAFF	-	BEG. FUND BALANCE		FUND T	YPE	AUDIT REQUES		DATE OF LAST AUD		
				0	0	0 0	0	0	0	0					<2008	10	
				0	1	0 1	1	1	0	1	CAP	5	NO	0	2009	9	
				100,000	2	100,000 2	5	1	100,000	2			YES	10	2010	8	
				500,000	3	500,000 3	10	2	500,000	3	SPEC	6			2011	7	
				1,000,000	4	1,000,000 4	15	3	1,000,000	4					2012	6	
				2,000,000	5	2,000,000 5	20	4	2,000,000	5					2013	5	
				3,000,000	6	3,000,000 6	30	5	3,000,000	6					2014	4	
				6,000,000	7	6,000,000 7	40	6	6,000,000	7					2015	3	
				10,000,000	8	10,000,000 8	55	7	10,000,000	8	GEN	10			2016	2	
				20,000,000	9	20,000,000 9	75	8	20,000,000	9					2017	1	
				30,000,000	10	30,000,000 10	100	9	30,000,000	10					2018	0	
				MORE	10	MORE 10	500	10	MORE	10							
							MORE	10									