

**SPECIAL AUDIT COMMITTEE MEETING  
OF THE CITY OF SAN DIEGO**

**Council President Pro Tem Kevin Faulconer, Chair  
Councilmember Carl DeMaio, Vice Chair  
Committee Member Thomas Hebrank  
Committee Member Karley Schreiner  
Committee Member Steve Grant**

**SPECIAL AGENDA FOR  
MONDAY, AUGUST 27, 2012, AT 2:00 P.M.\***

**COPPER ROOM (located on the Terrace Level)\*  
202 C STREET, SAN DIEGO, CALIFORNIA**

For information, contact Matt Awbrey, Committee Consultant  
202 C Street, 10<sup>th</sup> Floor, San Diego, CA 92101  
Email: MAwbrey@sandiego.gov  
(619) 236-6992

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\* **NOTE:** Change of start time and location

NON-AGENDA PUBLIC COMMENT

COMMITTEE COMMENT

CITY AUDITOR, CITY ATTORNEY, IBA, AND MAYORAL STAFF COMMENT

ADOPTION AGENDA

Approval of the Record of Action Items for July 9, 2012, and August 6, 2012

INFORMATION ITEMS

ITEM-1: Report from the City Auditor regarding [AUDIT ACTIVITY](#)

ITEM-2: Update from the Outside Auditor (Macias Gini & O'Connell) regarding the  
[FISCAL YEAR 2012 COMPREHENSIVE ANNUAL FINANCIAL REPORT  
\(CAFR\) AUDIT](#)

DISCUSSION/ACTION ITEMS

ITEM-3: Follow-up reports and Audit Committee discussion regarding PERFORMANCE  
AUDIT OF THE DEVELOPMENT SERVICES DEPARTMENT'S PROJECT  
TRACKING SYSTEM  
a. [Report from City Auditor: Quantification of risk identified in the](#)

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- b. [performance audit](#)  
[Report from City Comptroller/Department of Information Technology \(IT\): Development Services Department commercial off-the-shelf permitting system](#)
- ITEM-4: Report from City Auditor: [QUARTERLY FRAUD HOTLINE REPORT - QUARTER 4 FISCAL YEAR 2012](#)
- ITEM-5: Report from City Auditor: [PERFORMANCE AUDIT OF THE PROCUREMENT CARD PROGRAM](#)
- ITEM-6: Audit Committee Member Appointments related to the [ANNUAL AUDIT UNDER SAN DIEGO MUNICIPAL CODE SECTION 26.1706](#)
  - a. Appointment of up to two (2) Audit Committee members to review annual audit and draft financial statements (SDMC section 26.1706 (a)(3))
  - b. Appointment of an Audit Committee Member to the Disclosure Practices Working Group (DPWG) (SDMC section 26.1706 (a)(4))
- ITEM-7: Report from Office of the City Attorney: [LEGAL REVIEW OF CONTRACTS IDENTIFIED IN THE MARCH 2012 PERFORMANCE AUDIT OF THE PURCHASING & CONTRACTING DEPARTMENT \(AUDIT REPORT NO. 12-088\)](#)

Kevin Faulconer  
Council President Pro Tem

**DIAL-A-COUNCIL**: The City Clerk's office has implemented Dial-A-Council to enable the public, City officials, and staff to listen to the Council Committee meeting while it is in progress. To listen to the Committee meeting, dial 533-4001 beginning at 2:00 p.m. (Wednesday). Note: Rancho Bernardo and Rancho Peñasquitos residents dial 484-7711 and ask the Citizen's

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Assistance operator to connect you to Dial-A-Council.

INTERNET ACCESS TO COMMITTEE AGENDAS: The internet address is:

[www.sandiego.gov](http://www.sandiego.gov) Reports / memos submitted to the Committees are linked to the appropriate agenda item as they become available.

ACCESS FOR PEOPLE WITH DISABILITIES: This information will be made available in alternative formats upon request. To request an agenda in an alternative format or to request a sign language or oral interpreter for the meeting, call the City Clerk (533-4000-voice or 236-7012-TT) at least five working days prior to the meeting to ensure availability. Assistive Listening Devices (ALDs) are available from the City Clerk's Office prior to the meeting, and are to be returned at the end of the meeting.

TELEVISED MEETINGS: Committee meetings are televised "live" on Cox Cable 24 and Time Warner Cable 24. For information on re-broadcasting of Committee meetings, the City Access San Diego Channel Program Guide is available on the following Internet address:

<http://www.sandiego.gov/citytv/>

VIEW LIVE & ARCHIVED COMMITTEE MEETINGS via the INTERNET: Committee meetings can be viewed live (at the scheduled meeting time) via the internet at the following Internet address: [www.sandiego.gov](http://www.sandiego.gov) Click on "CityTV24," then click "Live webcast." Archived Committee meetings beginning October 2005 to the present date can also be viewed via the Internet by clicking on "Archive."

COMPACT DISCS (CD'S) & VIDEO TAPES: Compact Disc recordings of Committee meetings are available for review in the Office of the City Clerk or may be purchased by contacting the Public Information Section of the Clerk's Office at (619)533-4000. Also, copies of video tapes of Committee meetings may be purchased from CityTV Services Program by calling (619)533-4784.

NON-AGENDA PUBLIC COMMENT: Any member of the public may address the Committee on any subject in its area of responsibility on any matter not presently pending or previously discussed at the Committee. Comments are limited to three (3) minutes and are non-debatable. At the conclusion of the comment, the Committee Chair shall have the discretion to determine appropriate disposition of the matter. To exercise this right, members of the public wishing to address the Committee under APublic Comment@ must submit a APublic Comment Request@ form prior to the meeting. Subject matter and time limitations are noted on the form. Pursuant to open meeting laws, no discussion or action, other than a referral, shall be taken by the Committee on any issue brought forth under APublic Comment.@

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If a COMMUNICATION REQUEST FORM is submitted to the City Clerk seven (7) calendar days prior to the Committee meeting, the matter may be placed on the agenda as a scheduled communication and the Committee may discuss the item prior to its appropriate disposition.

REQUESTS FOR CONTINUANCE: Members of the public may request an item be postponed or rescheduled by submitting prior to the meeting a “Request to Speak” form and asking that the matter be “continued.” The decision whether to continue the matter is at the Council’s discretion.

CONSENT AGENDA: The Chair may entertain a motion by a Committee Member to approve certain noncontroversial agenda items as consent agenda items at the beginning of the meeting.

COUNCIL COMMENT: Committee Members may make brief announcements or give a brief report on their activities on matters not on the agenda. Additionally, non-Committee Councilmembers may appear and address the Committee on any agenda item, although non-Committee Members may not deliberate or vote on such matters.