



CITY OF
PORTLAND, OREGON

OFFICE OF THE CITY AUDITOR
Audit Services Division

Gary Blackmer, City Auditor
Richard Tracy, Director of Audits
1221 S.W. Fourth Ave., Room 310
Portland, OR 97204

(503) 823-4005, FAX (503) 823-4459
www.portlandonline.com/auditor

September 2, 2003

TO: Mayor Vera Katz
Commissioner Jim Francesconi
Commissioner Randy Leonard
Commissioner Dan Saltzman
Commissioner Erik Sten

FROM: Gary Blackmer, City Auditor

SUBJECT: Final Audit Schedule for FY 2003-2004

The following is the Final FY 2003-2004 Audit Schedule for the Audit Services Division. If you have any comments or questions about this schedule, please feel free to call me (503-823-4808) or Audit Director Dick Tracy (503-823-3536).

Audits in Progress

Estimated Completion

- *Service Efforts and Accomplishments 2002-2003* November 2003
 - Scope: Annual report on City government performance.
 - Rationale: Public accountability.

- *Annual Financial Audit (2002-2003) - Project Management* December 2003
 - Scope: Manage contract for financial audit of City's financial statements.
 - Rationale: Federal, state and local requirements.

- *Bureau of Water* January 2004
 - Scope: General review of management and operations.
 - Rationale: Council and public interest.

Audits in Progress (continued)

Estimated Completion

■ Managing for Results

Ongoing

Scope: Assist with 2-year implementation plan approved by City Council.

Rationale: Improve City planning, budgeting, management and reporting.

New Audits

Estimated Start

■ Bureau of Licenses

July 2003

Scope: General review of bureau operations and practices.

Rationale: City Council interest.

■ City Geographic Information System Implementation

August 2003

Scope: Review of the status of GIS implementation in City bureaus.

Rationale: Opportunities for improved management and services.

■ Financial Trends: 1994-2003

August 2003

Scope: Biennial review of City financial condition.

Rationale: Public accountability and management improvement.

■ Portland Office of Transportation

December 2003

Scope: Review of activities and programs that may offer opportunities for improvement.

Rationale: Audit coverage, Council interest.

New Audits (continued)

Estimated Start

■ Bureau of Police: Investigation Branch

January 2004

Scope: General Review of detective and investigative operations and practices.

Rationale: Council and public interest, audit coverage.

■ Bureau of Water (Part II)

December 2003

Scope: To be determined following completing of current audit in progress.

Rationale: Opportunities for improved management.

■ Portland Development Commission: Economic Development Performance Measures

February 2004

Scope: To assist PDC develop a set of performance measures to track performance of economic development activities

Rationale: Public accountability, City Council interest.

cc: Tim Grewe, Chief Administrative Officer
Ken Rust, Director, Chief Financial Officer, Bureau of Financial Services
Mark Murray, Director, Division of Financial Planning, Bureau of Financial Services
Mort Anoushiravani, Administrator, Bureau of Water Works
Gil Kelley, Director, Bureau of Planning
James Wadsworth, Director, Bureau of Licenses
Matt Lampe, Chief Technology Officer, Bureau of Technology Services
Brant Williams, Director, Portland Office of Transportation
Mark Kroeker, Chief of Police
Don Mazziotti, Executive Director, Portland Development Commission
Marty Scott, Acting Accounting Manager, Bureau of Financial Services