



External Quality Control Review

of the
City of San Antonio Office of the City Auditor

Conducted in accordance with guidelines of the
**Association of Local Government
Auditors**
for the period August 1, 2011 – July 31, 2014



Association of Local Government Auditors

September 18, 2014

Mr. Kevin W. Barthold, City Auditor
Office of the City Auditor
111 Soledad Street, Suite 600
San Antonio, Texas 78205

Dear Mr. Barthold:

We have completed a peer review of the City of San Antonio Office of the City Auditor for the period August 1, 2011 through July 31, 2014. In conducting our review, we followed the standards and guidelines contained in the *Peer Review Guide* published by the Association of Local Government Auditors (ALGA).

We reviewed the internal quality control system of your audit organization and conducted tests in order to determine whether your internal quality control system operated to provide reasonable assurance of compliance with *Government Auditing Standards* issued by the Comptroller General of the United States. Our procedures included:

- Reviewing the audit organization's written policies and procedures.
- Reviewing internal monitoring procedures.
- Reviewing a sample of audit engagements and the associated working papers.
- Reviewing documents related to independence, training, and development of auditing staff.
- Interviewing auditing staff and management to assess their understanding of, and compliance with, relevant quality control policies and procedures.
- Observing the audit organization's interactions with its governing body by attending an Audit Committee Meeting on Tuesday, September 16, 2014.

Due to variances in individual performance and judgment, compliance does not imply adherence to standards in every case, but does imply adherence in most situations.

Based on the results of our review, it is our opinion that the City of San Antonio Office of the City Auditor's internal quality control system was suitably designed and operating effectively to provide reasonable assurance of compliance with *Government Auditing Standards* for audits during the period August 1, 2011 through July 31, 2014.

We have prepared a separate letter offering certain observations stemming from our peer review in which we believe your office excels.

Carol Ann Smith, CPA, CIA, CFE, CFF
Office of the City Auditor
Dallas, Texas

Timothy Haycox, CPA, CFE
Office of the City Auditor
Norfolk, Virginia

Janice Richards, CPA, CISA
Office of the City Auditor
Portland, Oregon



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Mr. Kevin W. Barthold, City Auditor
Office of the City Auditor
111 Soledad Street, Suite 600
San Antonio, Texas 78205

Dear Mr. Barthold:

We have completed a peer review of the City of San Antonio Office of the City Auditor (Office) for the period August 1, 2011 through July 31, 2014 and issued our report thereon dated September 18, 2014. We are issuing this companion letter to offer observations stemming from our peer review.

We would like to mention some of the areas in which we believe your Office excels:

- Executive leadership is committed to the fulfillment of the Office mission to facilitate government accountability to the citizens of San Antonio through increased productivity and the development of effective relationships with the Audit Committee and City management.
- Office audit staff members demonstrate knowledge and professionalism through educational backgrounds, advanced degrees and relevant professional certifications, such as the CPA, CFE, CISA, CIA, CRISC, and JD.
- Office uses: (1) an effective process to identify and document risks, further define the audit objective(s), evaluate internal controls and develop appropriate audit steps; and, (2) automated working papers and standard milestone meetings to help ensure consistent adherence to professional standards.

We extend our thanks to you, your staff and the other city officials we met for the hospitality and cooperation extended to us during our review.

Sincerely,

Carol Ann Smith, CPA, CIA, CFE, CFF
Office of the City Auditor
Dallas, Texas

Timothy Haycox, CPA, CFE
Office of the City Auditor
Norfolk, Virginia

Janice Richards, CPA, CISA
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