

March 21, 1990
MBudget.adm/DE:hlm

Introduced by: LOIS NORTH

Proposed No.: 90 - 348

MOTION NO. 7892

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A MOTION related to Council adoption
of the King County Auditors Office's
1990 work program.

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WHEREAS, the King County Code, Section 2.20.045 states that
the council shall review and approve annually by motion a work
program prepared by the auditor for the auditor's office, and

WHEREAS, the work program shall include the various types
of audits and recommended special studies to be conducted and
managed by the auditor, and

WHEREAS, the work program shall also include any analytical
staff work directed by the council which would fall outside of
the regular definition of an audit or special study, and

WHEREAS, the 1990 proposed auditor's work program has been
developed and is attached to this motion;

NOW, THEREFORE, BE IT MOVED by the Council of King County:
The King County Council hereby adopts the attached 1990
Auditor's work program.

PASSED this 9th day of April, 1990.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Lois North
Chairman

ATTEST:

Donald A. Peterson
Clerk of the Council

APPENDIX 3

AUDITOR'S OFFICE 1990 WORK PROGRAM

CARRYOVER PROJECT FROM 1989

o Bond Arbitrage

Evaluate the Office of Finance's response to the 1986 Tax Reform Act relating to arbitrage rebate requirements and determine the Office's compliance with the Act.

o Conservation Futures

Conduct a financial and compliance audit of the Conservation Futures Program.

o Real Property Sale, Lease, and Exchange Practices

Review real property sale, lease, and exchange practices to determine compliance to laws and mandates and whether practices can be improved.

o Youth Services Probation Officer Services to Minority Youth

Determine whether juvenile detainees, based upon race, receive equitable service from probation officers.

o Public Safety Investigative Services

Evaluate the investigative functions of the Department of Public Safety's Criminal Investigations and Field Operations Divisions. Review department priorities, objectives and mandates; analyze operations, workload and staffing for each investigative function; and determine where investigative services are provided geographically.

o District Courts Warrants Revenue

Determine the level of district court's overall revenue, warrant revenue, and where the revenue is allocated; to the State, the cities, and the County.

o Office of Civil Rights & Compliance

Review office organization, functions and staffing, and identify activities required and how many staff are needed to perform these activities.

o Code Enforcement

Review and evaluate the operation of the Building and Land Development code enforcement function.

APPENDIX 3 (Continued)

COUNCIL REQUESTED PROJECTS

o Jail, Intake, Transfer, and Release Follow-Up

In accordance with the U.S. District Court mediated settlement, determine the staffing requirements for the jail intake, transfer, and release functions based upon workload demands, and review general staffing and workload practices.

o General Services' Council Auditor Automation Project (CAAP) Review

Review and evaluate the methodology and results of the study of the impact of CAAP on licensing workload and staffing prepared by the County Executive. Audit staff will review licensing procedures before and after CAAP implementation and observe and verify work of licensing staff conducting the study.

o Building and Land Development (BALD)

Evaluate BALD management practices, specifically the application and enforcement of environmental controls and other County Code requirements related to the regulation of land development.

o Earthquake Preparedness

Evaluate King County's preparedness for a major earthquake, specifically including Public Safety, Public Works, and Health Department preparation and an evaluation of County efforts to coordinate with other units of government. Also determine whether the building code is adequate to protect the public against preventable injuries or damage resulting from an earthquake.

o County Agency Performance Monitoring

Conduct a survey to determine how County agencies monitor and evaluate their own performance.

o State Examiner Use of County Space

Review the State Examiner's use of County office space and equipment to support Examiner staff who audit projects unrelated to the County, and calculate the value of these unreimbursed expenditures.

o Systems Services

Review the changing roles of Systems Services in providing services to County agencies and the impacts of these changes on staffing needs.

APPENDIX 3 (Continued)

STAFF SUGGESTED PROJECTS

o Gas Pump Internal Controls

Review the internal controls employed by the County garage in dispensing gasoline.

o Countywide Land Acquisition Practices

Determine the uniformity of policies and procedures used by County departments to acquire land.

o Paid Parking for Users of Assigned Vehicles

Review assigned take-home vehicle practices and the payment of agency assigned vehicle parking in the County garage.

o Roads Maintenance Management

Evaluate the impact the maintenance management system has had in planning and quantifying workload, prioritizing projects and conducting road maintenance work.

o Surface Water Management Program Review

Evaluate the Surface Water Management Program to determine whether it has operated as was envisioned when the program was initiated.

o Utilities Tax Refund

Determine whether County utilities (Solid Waste and Airport) are taking advantage of a law which provides that revenues, collected by public utilities and used to pay off bond principal and interest for financing capital cost, may be excluded from the State Utility Tax.

o Farmlands Preservation Program

Evaluate how the development rights for agricultural lands acquired during the farmland preservation program are monitored by BALD to ensure the preservation of lands in accordance with the purpose for which development rights were purchased.

o Purchasing

Evaluate the efficiency and effectiveness of the County's purchasing function.

o Carpentry Shop

Review the operation of the County's carpentry shop and determine how job prices are determined.

NON-AUDIT PROJECTS

o Metro Management Audit function

Participate in an interjurisdictional staff group responsible for the development and implementation of the Metro Council management audit function.

o District Court Service Delivery Study

Develop a request for proposal to hire a consultant to perform a district court service delivery study which would analyze district court operations and make recommendations for improving the quality, efficiency, and effectiveness of these operations.