

# King County Auditor's Office

Kymber Waltmunson, King County Auditor



King County

DATE: March 10, 2017

TO: Metropolitan King County Councilmembers

FROM: Kymber Waltmunson, King County Auditor

SUBJECT: Follow-up on Capital Project Data Reliability Audit

The Executive Branch has made significant progress addressing the four remaining recommendations made in the audit on capital project data reliability. The Office of Performance, Strategy and Budget (PSB) has implemented three of the recommendations, improving the County's ability to track capital project budgets and expenditures. The Finance and Business Operations Division (FBOD) still needs to develop the business processes and tools recommended to help capital programs identify and correct erroneous charges made to capital projects.

Of the four audit recommendations:

DONE	3	Recommendations have been fully implemented Auditor will no longer monitor
PROGRESS	0	Recommendations are in progress or partially implemented Auditor will continue to monitor
OPEN	1	Recommendation remains unresolved Auditor will continue to monitor

Please see below for details on the implementation status of these recommendations.

**Implementation Status as of March 2017**

#	Quick Status	Recommendation	Status Detail
1	DONE	Performance, Strategy and Budget should establish a countywide system for recording the project-level budgets for capital projects in advance of the 2017-2018 biennial budget development. The system should document legislative appropriation actions and include budget data safeguards.	PSB upgraded its Project Information Center system to record capital project level budget information, including legislative appropriation actions. PSB has made substantial progress safe-guarding budget data, controlling all access except for disappropriations and adjustments to grants. Agencies must process grant adjustments due to limitations resulting from the design of the EBS system. There are no plans to change this approach, which would require a costly reconfiguration of EBS.
2	DONE	Performance, Strategy and Budget should provide standard guidelines for entering the budgets of related projects.	PSB has developed written guidelines and online budget training materials for entering the budgets of related capital projects.
3	DONE	The County Executive should ensure that the county's business processes, policies, and training achieve consistent and accurate recording of project budgets and expenditures by standard capital phase.	PSB has developed written guidelines and online training materials outlining the importance of recording project budgets and expenditures by standard capital phase. The county's Capital Project Management Work Group also addressed this in its project management guidelines.
4	OPEN	The Finance and Business Operations Division should develop business processes and tools to assist agencies in identifying and correcting erroneous charges to capital projects.	FBOD has not yet completed this work. To complete this recommendation, FBOD needs to develop and implement processes and tools to assist agencies in identifying erroneous charges to their projects. To confirm this is done, the Auditor's Office will follow-up again during December 2017.

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Tom Wood, Management Auditor, conducted this review. I was the project supervisor. Please contact Tom at 206-477-1039 if you have any questions.

cc: Dow Constantine, King County Executive  
Fred Jarrett, Deputy County Executive  
Rhonda Berry, Assistant Deputy County Executive  
Dwight Dively, Director, Office of Performance, Strategy &  
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