



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**AUDIT COMMITTEE**

Item No.  
**5**

Meeting Date: **MAY 13, 2013**

**Subject:**

**Additional Auditor Position Requested within the Office of the Chief Auditor**

**Recommendation:**

Staff recommends that the Audit Committee endorse adding a position titled "Auditor" to the Office of the Chief Auditor, and forward it to the Board as part of the Authority's Fiscal Year 2014 Budget for approval.

**Background/Justification:**

Host International Inc. has been the sole concessionaire at SDIA. The Office of the Chief Auditor (OCA) conducted a bi-annual audit of Host. The Host bi-annual audit required audit resources of 300 hours every two years.

Sixteen (16) new concessionaire contracts go into effect in 2013 as a result of the new concessionaire strategy. The addition of the 16 contracts results in 16 additional audit units. Each of these concession contracts will require auditing every 2 years with 250 estimated hours for each audit. The result is an additional 2,250 annual audit hours required by our office.

The OCA has two alternatives for meeting the new audit resource demand: 1) reduce the hours for other audits; or 2) increase audit staffing by one FTE. The OCA does not believe it is prudent to reduce the current audit coverage; therefore, we are requesting that the OCA increase the staff by 1 FTE.

**Fiscal Impact:**

The estimated increase in the proposed budget for the Auditor position, including salary and burden, in Fiscal Year 2014 is \$55,559 and \$116,829 in Fiscal Year 2015.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- |   |  |  |  |   |
|---|--|--|--|---|
| <input type="checkbox"/> Community Strategy | <input type="checkbox"/> Customer Strategy | <input type="checkbox"/> Employee Strategy | <input checked="" type="checkbox"/> Financial Strategy | <input checked="" type="checkbox"/> Operations Strategy |
|---|--|--|--|---|

**Environmental Review:**

1. This Board action, as an administrative action, is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA, Cal. Pub. Res. Code §21065.
2. This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

**Equal Opportunity Program:**

Not applicable

**Prepared by:**

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CHIEF AUDITOR