



INFORMATION CALENDAR

November 18, 2025

To: Honorable Mayor and Members of the City Council

From: Jenny Wong, City Auditor *JW*

Subject: 2025 Audit Follow-up Status Update

INTRODUCTION

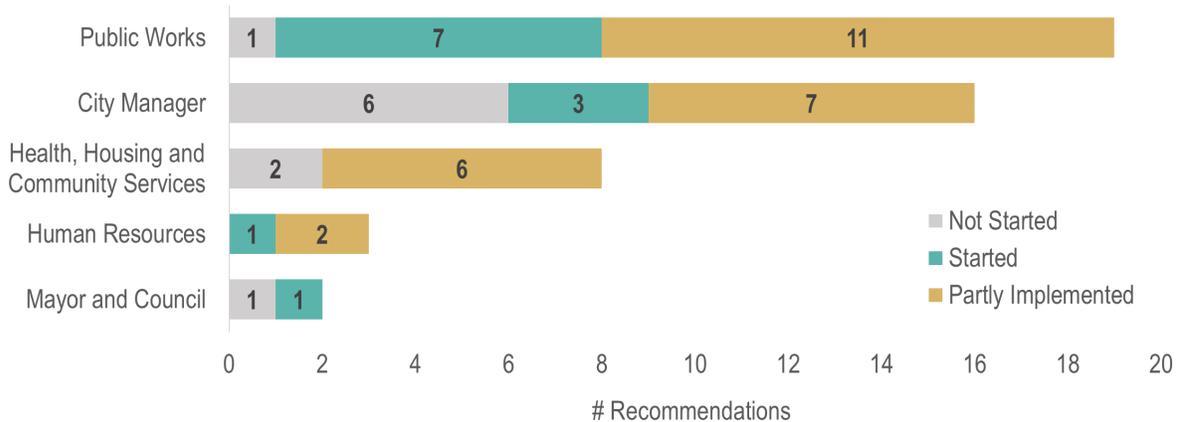
This item provides a status update on the audit follow-up of all recommendations since our last report on December 19, 2024. Administrative regulations require the City Auditor to monitor the status of outstanding audit recommendations and periodically report to City Council.

CURRENT SITUATION AND ITS EFFECTS

We follow up on audits to assess whether city departments implemented the audit recommendations. The Auditor’s Office issues annual follow-up audit reports to City Council on the status of our recommendations.

As of October 28, 2025, there are currently 48 open recommendations across 4 departments as well as the Mayor and City Council. We additionally marked 23 outstanding audit recommendations as implemented this cycle. Departments have implemented 45 of the 94 (48 percent) audit recommendations released since 2020.¹ Compared to the last follow-up period’s implementation rate of 37 percent, the rate has increased by 11 percentage points.

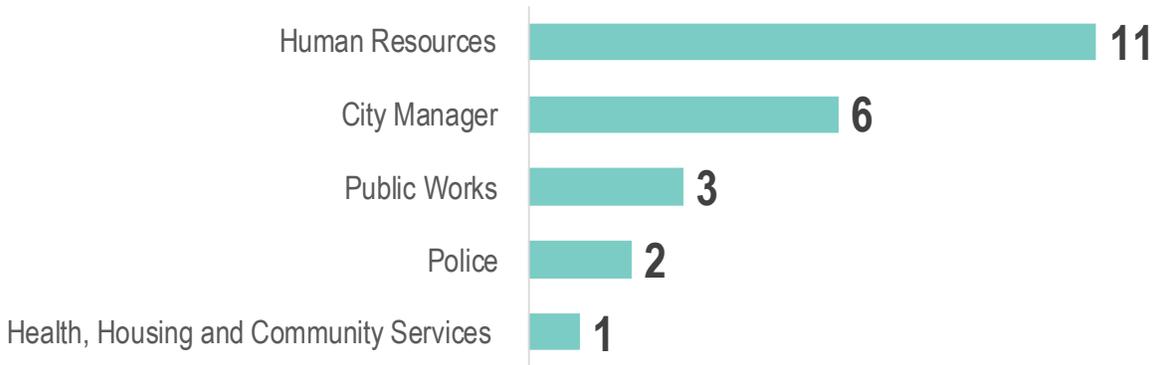
Figure 1. There are currently 48 open recommendations across 4 departments as well as the Mayor and City Council.



Source: Auditor’s analysis

¹ The [2019 domestic violence policy audit](#) is still open past the five-year mark to allow soon-to-be-implemented recommendations to be finalized. In this period, departments dropped 1 audit recommendation.

Figure 2. Departments have implemented 23 outstanding audit recommendations in this cycle.



Note: This reporting period covers November 7, 2024 through September 24, 2025.

Source: Auditor’s Analysis

During this audit follow-up cycle of November 7, 2024 to September 24, 2025, we closed 3 out of 10 audits that were still open at the beginning of the period. Audits are closed when all recommendations are implemented, or if they are older than five years. After five years, recommendations that are not implemented are marked as “dropped” on the online dashboard. This cycle, we closed the 2022 police overtime audit² and the 2020 streets audit³ after the Police Department and Public Works successfully implemented all remaining recommendations for each audit. We also closed the 2020 Berkeley Public Library audit⁴ after all recommendations were implemented except for one. We dropped the final recommendation because it passed the five-year mark.

In this reporting period, Public Works provided their first update on our office’s follow-up report on the 2009 audit of City leases,⁵ which was released in January of this year. Since January, Public Works has started work on most of our recommendations. They now have a staff member filling the role of Real Property Administrator who is working with an interdepartmental team on a property management plan and leading the development of a complete central inventory of leases and licenses.

The City Manager’s Office and Human Resources have made significant progress on the 2023 staff shortages audit.⁶ In this period, the City Manager and Human Resources have each implemented 6 audit recommendations from this audit— bringing the overall number of implemented recommendations from 3 to 15 (out of 25 total). For example, HR launched a comprehensive training program for staff at all levels through NEOGOV Learn. This training program includes the Supervisor Learning Plan, a hybrid experience for supervisors and

² [Berkeley Police: Improvements Needed to Manage Overtime and Security Work for Outside Entities](#)

³ [Rocky Road: Berkeley Streets at Risk and Significantly Underfunded](#)

⁴ [Berkeley Public Library Uses Tax Funds by the Book, But More Internal Controls Needed](#)

⁵ [2009 Leases Audit Follow-Up: Berkeley Faces the Same Risks 16 Years Later](#)

⁶ [Staff Shortages: City Services Constrained by Staff Retention Challenges and Delayed Hiring](#)

managers to learn how to be effective leaders in the City and support the overall City workforce. Another accomplishment includes city management's enhanced communication strategy, including department open houses, a weekly wrap-up email to all staff, online town halls, and annual manager meetings, to improve employee engagement.

Human Resources has also made strides on the 2019 domestic violence policy audit⁷ and implemented 5 out of 6 total recommendations in this period alone. For example, HR recently launched the updated Administrative Regulation 2.21 titled "Leave Policy for Absence Related to Acts of Violence." The new policy incorporates model policy elements and includes comprehensive guidance for employees experiencing acts of violence.

The Health, Housing and Community Services' (HHCS) Environmental Health Division demonstrated progress on most recommendations from the 2024 restaurant inspections audit.⁸ According to the Division, all high and very high risk facilities that were not inspected in 2023 have now been inspected, and they have established a baseline inspection target of at least one inspection per year per facility. However, the Division reversed their progress on one recommendation after removing information about food inspections that was previously provided on the City's Open Data Portal. The Division is reportedly transitioning to an upgraded database system and plans to enable public access to food facility inspection results, but the timeline for implementation is unclear.

BACKGROUND

The City Auditor's Office has a mission to promote transparency and accountability in Berkeley government. We conduct independent performance audits to evaluate city operations and programs and make recommendations to improve operations and services and ensure productive use of taxpayer funds. We focus on equitable, efficient, and effective use of city resources to achieve goals and objectives.

Following up on audit recommendations is an important part of the audit process that helps hold departments accountable for implementing agreed-upon audit recommendations. To further that goal, our office launched an online dashboard to track the status of outstanding audit recommendations in September 2022. Additional up-to-date information on each audit recommendation is available on our [online dashboard](#) on [our website](#).

While we understand that some departments face staffing challenges that make it difficult to prioritize audit recommendations, not implementing the recommendations can mean that the City is not addressing the risks identified in audits or making needed improvements to operations or services.

⁷ [Domestic Violence Response: Berkeley Needs a Comprehensive Policy to Support City Employees](#)

⁸ [Berkeley Restaurant Inspections: Chronically Understaffed Program Did Not Meet Targets](#)

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

While there may be environmental impacts associated with some audit recommendations, there are no identifiable environmental effects or opportunities associated with the audit follow-up process.

CONTACT PERSON

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Attachment:

1: Recommendations Follow Up Report 2025

Annual Audit Recommendation Follow-Up Report

Status Update

October 28, 2025



BERKELEY CITY AUDITOR



Background

The mission of the Berkeley City Auditor is to promote transparency and accountability. Each audit report we issue includes recommendations for how the audited department can serve Berkeley residents more equitably, efficiently, and effectively. Following up on audit recommendations helps hold departments accountable for implementing the improvements they agreed to. Additional up-to-date information on each audit recommendation is available on our [online dashboard](#) on [our website](#).

Implementation Status of Recommendations

In our last audit follow-up report on December 19, 2024, there were 58 open recommendations. Since then, we have issued one performance audit which added six new recommendations and a follow-up report which re-opened eight recommendations from the 2009 Leases Audit.

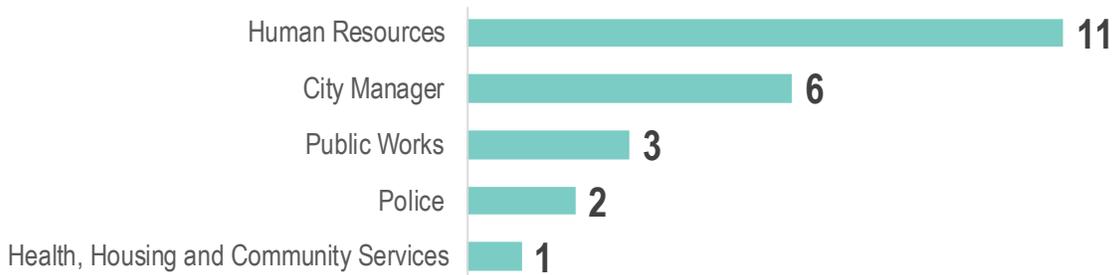
Figure 1. There are currently 48 open audit recommendations across 4 departments as well as the Mayor and City Council.



Source: Auditor’s Analysis

Management has continued to make progress towards implementing open audit recommendations across 10 audits. During this reporting period, management has implemented 23 of the outstanding recommendations. However, the Berkeley Public Library dropped one partly implemented recommendation because it passed the five-year mark. This recommendation was the final outstanding recommendation from the 2020 Berkeley Public Library audit, so our office formally closed this audit.

Figure 2. Departments implemented 23 recommendations during this reporting period.



Note: This reporting period covers November 7, 2024 through September 24, 2025.

Source: Auditor’s Analysis

We use the following statuses to report on the implementation of audit recommendations:

Implemented	Auditee has completely implemented the recommendations.
Partially Implemented	Auditee has implemented 50 percent or more of the recommendation.
Started	Auditee has started to address the recommendation but has not reached the 50 percent threshold.
Not Started	Auditee has not yet taken action to implement the recommendation.
Dropped	Auditee has accepted the risk to the city that the recommendation is meant to address and is unable or unwilling to implement the recommendation. Additionally, all open recommendations will be reported as dropped if they are not implemented within five years of audit issuance. ¹

Table 1. Status of Recommendations by Audit

Audit	Department	Issued Date	Implemented	Partially Implemented	Started	Not Started	Dropped	Total
Homeless Response Team: Opportunities Exist to Strengthen Procedures and Better Track Outcomes	City Manager	7/16/2025	0	0	0	6	0	6
2009 Leases Audit Follow-Up: Berkeley Faces the Same Risks 16 Years Later	City Manager, Finance, Public Works	1/24/2025	0	0	7	1	0	8
Berkeley Restaurant Inspections: Chronically Understaffed Program Did Not Meet Targets	Health, Housing and Community Services	7/10/2024	1	6	0	2	0	9
Staff Shortages: City Services Constrained by Staff Retention Challenges and Delayed Hiring	City Manager, Human Resources, Mayor and Council	6/22/2023	15	5	4	1	0	25
Berkeley's Financial Condition FY 2012-FY2021: Pension Liabilities and Infrastructure Need Attention	City Manager (Budget Office), Finance, Public Works	5/5/2022	1	3	1	0	0	5
Berkeley Police: Improvements Needed to Manage Overtime and Security Work for Outside Entities	Police	3/3/2022	12	0	0	0	0	12
Fleet Replacement Fund Short Millions	Public Works	6/2/2021	1	11	0	0	0	12
Rocky Road: Berkeley Streets at Risk and Significantly Underfunded	Public Works	11/19/2020	5	0	0	0	0	5
Berkeley Public Library Uses Tax Funds by the Book, But More Internal Controls Needed	Library	8/27/2020	5	0	0	0	1	6
Domestic Violence Response: Berkeley Needs a Comprehensive Policy to Support City Employees	Human Resources	10/10/2019	5	1	0	0	0	6

¹ The [2019 domestic violence policy audit](#) is still open past the five-year mark to allow soon-to-be-implemented recommendations to be finalized.

Mission Statement

Promoting transparency and accountability in Berkeley government.

City Auditor

Jenny Wong

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Cover photograph provided by the City of Berkeley



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