



CITY OF ORLANDO

MEMORANDUM

To: Lelia W. Allen, Housing & Community Development Bureau Chief
Planning & Development Department

From: Beryl H. Davis, CPA, CGFM, Audit and Evaluation Director

Date: April 3, 2003

Subject: Follow-Up of Compliance Review of SHIP and HOME Programs
(Report No. 03-08)

Attached is a summary of the status of recommendations as determined from our follow-up of the Compliance Review of SHIP and HOME Programs (*Report No. 02-05*) issued December 21, 2001. Our review procedures consisted of staff inquiries and a brief review of selected documentation. Our follow-up was made in accordance with generally accepted government auditing standards, except that we did not perform tests of evidence supporting representations from the officials responsible for resolving audit findings and recommendations.

Of the six recommendations we made, all have been implemented, except that the Bureau believes our recommendation to develop marketing strategies to obtain additional contractors is no longer necessary. Through the Bureau's monthly RFP process, it has received increased requests from contractors to participate in the program over the past year. Given this, we agree that current marketing efforts are sufficient.

This follow-up review was performed by Andrea J. Wilson, Senior Auditor, under the direction of Mona S. Mellon, Audit Program Manager.

We wish to thank the officials and personnel of the Housing & Community Development Bureau for their cooperation during this review.

BHD/aw

Attachment

c: Honorable Buddy Dyer, Mayor
Richard L. Levey, AICP, Chief Administrative Officer
Kevin J. Edmonds, Deputy Chief Administrative Officer
W. Scott Gabrielson, City Attorney
Dean J. Grandin, Planning & Development Director
Rebecca A. Ares, Administrative Services/Management & Budget Director
Robert R. Garner, Comptroller