



Transition Audit of Columbus Civic Center

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Audit Authorization

- ▶ City Council unanimously approved the Transition Audit of the Columbus Civic Center on June 11, 2019, due to the departure of Director, Jon Dorman, as motioned by Councilor House and seconded by Councilor Woodson.

Audit Scope

- ▶ The Transition Audit of the Columbus Civic Center included the following areas of review:
 - ▶ Operations
 - ▶ Budgetary Performance
 - ▶ Fixed Asset Verification
 - ▶ Payroll Audit
 - ▶ Access Controls
 - ▶ Follow-up on previous areas of concern

Audit Findings

- ▶ The Operations reflected normal operating activities occurring. Professional Hockey is returning to the Civic Center following a two-year absence. It was noted that several mid-level positions have recently experienced turnover; including the Marketing Manager, the Events Manager, and an Events Coordinator.
- ▶ The Director position remains vacant, with Deputy City Manager Goodwin filling that role on an interim basis.
- ▶ All scheduled Fixed Assets were verified and located.
- ▶ Payroll was audited and found to be correct. All employees paid were determined to exist and be actively employed in the workplace.

Audit Findings, Continued

- ▶ Budgetary Performance was reviewed for the most recent 3-year period and found to be consistent with previous periods. During the absence of Hockey, other events were scheduled and conducted to maintain revenue consistency. Recent months reflect monthly improvement, recognizing that fall, winter and spring are the most heavily booked, with summer being less active. The operating cash position improved in FY2019 as compared to past years.
- ▶ Box office vault security controls provides adequate protection and control of funds and ticket stock.
- ▶ Venue Complimentary Tickets were found to be used consistent with the number contractually allowed per events sampled. Events were randomly selected by type and date, throughout the most recent 12-month period.

Audit Recommendations

- ▶ Fill the Director position with a candidate possessing the requisite education, professional certification(s) and work experience in a similar facility, can be selected and hired.

Auditee Response

- ▶ Yes, there have been several departures of mid-level positions since April of last year. Each of these departures have proven to improve the level and quality of services provided by the Civic Center Team. The new Events and Marketing Team came in with a new and fresh set of eyes and zeal for creating a great experiences for those hosting and attending events.
- ▶ Several promoters provided comments regarding their positive experiences since the new team was put in place.
- ▶ According to Angelica Alexander, Finance Director, FY2019 was the fist time in 10 years the Civic Center has ended the fiscal year with a positive operating cash balance.
- ▶ The City Manager will make the determination when to advertise and fill the Director position.

Questions

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