



**A Report to the Galveston
City Council**

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Audit Report

**Security and Safety Risks
Identified at City Hall**

September 9, 2013



Report Summary

The Office of the City Auditor recommends that a cost effective security system be put into place that will allow screening at the entrance of City Hall. The City Auditor recommends that steps be taken to identify and correct any issue with the recently renovated outside windows that would prevent them from functioning properly.

City of Galveston
Security and Safety Risks Identified at City Hall
City Auditor Executive Summary

The purpose of this report is to alert the Mayor and City Council of Galveston to the security and safety risks identified at City Hall. The City Auditor believes that measures could be taken to improve the safety of the employees, the Mayor, and City Council as well as the safeguarding of tangible assets within the building.

Scope

The scope of our review was conducted at 823 Rosenberg 25th Street City Hall Galveston Texas. We walked the perimeter of the building, parking lots and first floor which has public access. Our fieldwork was conducted from December 6, 2012 through December 12, 2012.

Fieldwork Performed

We observed the effectiveness of the day-to-day functioning of the security in the building. We took our observations and compared them to our personal knowledge of security measures recently put into place in other governmental buildings around our nation. We interviewed various employees concerning their opinion of security at City Hall and any issues in and around the building that they feel would jeopardize their safety.

Summary of Results

Our observations have led us to believe that the security and safety for City Hall has two significant identifiable risks. They are:

1. The first floor has four doors that allow access into City Hall from the streets without any type of screening for various weapons that can be brought onto the premises. Also, these entrance ways have no screening for any tangible assets being brought outside of City Hall.
2. The outside windows at City Hall have been recently renovated. However, most of these windows appear to shift and move from inclement weather so much so that employees are fearful that these windows will break and shatter glass inside City Hall.

City Auditor's Recommendations

The City Auditor recommends that a cost effective system be put into place that will allow for some type of screening at the entrance ways to City Hall. Also, the City Auditor recommends that steps be taken to identify and correct any issues with the recently renovated outside windows that would prevent them from functioning properly.