



AGENDA MEMORANDUM
Audit Committee Meeting of April 9, 2024

DATE: April 9, 2024
TO: Gil Hernandez, Audit Committee Chair
FROM: George Holland, City Auditor
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Discuss 2024 Revised Approved Annual Audit Plan

PURPOSE:

Discuss proposed audit projects for the 2024 Revised Approved Annual Audit Plan.

BACKGROUND:

Chapter 12½ Section 2(h)(1) of the City Code of Ordinances directs the City Auditor to submit an annual audit plan to the City Council (through the Audit Committee) for review and comment thirty days before the end of the calendar year. If approved by the Audit Committee, the plan will be presented to the City Council for approval.

The 2024 audit plan was approved unanimously by the Audit Committee on December 12, 2023, and then approved by the City Council on January 18, 2024. After approval, one additional special request audit was added to the 2024 Audit Plan – and Human Resources Recruiting and Onboarding. After discussion at the February Audit Committee Meeting, the audit objective for the Human Resources Recruiting and Onboarding Audit was changed to include timeliness and efficiency. The revision was approved by the City Council on March 19, 2024, along with a request from CM Sylvia Campos to include targeted completion dates on a separate, internal Annual Audit Plan.

LIST OF SUPPORTING DOCUMENTS:

- 2024 Revised Approved Annual Audit Plan
- 2024 Annual Audit Plan with Targeted Completion Dates