



## AGENDA MEMORANDUM

Action Item for the Audit Committee Meeting of March 19, 2025

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**DATE:** March 4, 2025

**TO:** Roland Barrera, Audit Committee Chair

**FROM:** George Holland, City Auditor  
[georgeh3@cctexas.com](mailto:georgeh3@cctexas.com)  
(361) 826-3660

**Motion to approve the 2025 Proposed Annual Audit Plan**

**PURPOSE:**

Motion to approve the 2025 Proposed 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 the Audit Committee approves the plan, it will be presented to the City Council for approval.

In developing this plan, we sought input from the Mayor, City Council, City Manager, and City management. We developed the audit plan based on areas considered at the highest risk to the City.

The presentation was unanimously approved by the previous Audit Committee in the meeting on December 10, 2024.

**LIST OF SUPPORTING DOCUMENTS:**

- 2025 Proposed Annual Audit Plan