



## AGENDA MEMORANDUM

Audit Committee Meeting of November 12, 2024

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**DATE:** October 18, 2024

**TO:** Gil Hernandez, Audit Committee Chair

**FROM:** George Holland, City Auditor  
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**Discuss Proposed 2025 Draft Annual Audit Plan and  
Draft Audit Committee Meeting Calendar**

### **PURPOSE:**

Discuss proposed audit projects for the 2025 Draft Annual Audit Plan and Draft Audit Committee Meeting Calendar.

### **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 it based on areas considered at the highest risk to the City.

This initial presentation is for discussion and input. At the December 10, 2024, Audit Committee meeting, we will present again for final approval and a recommendation to the City Council.

### **LIST OF SUPPORTING DOCUMENTS:**

- 2025 Proposed Draft Annual Audit Plan
- 2025 Proposed Draft Audit Committee Calendar