



AGENDA MEMORANDUM
Audit Committee Meeting of December 10, 2024

DATE: November 18, 2024

TO: Gil Hernandez, Audit Committee Chair

FROM: George Holland, City Auditor
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**Motion to approve the 2025 Proposed Annual Audit Plan and
2025 Proposed Audit Committee Meeting Calendar**

PURPOSE:

Motion to approve the 2025 Proposed Annual Audit Plan and 2025 Proposed 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 the audit plan based on areas considered at the highest risk to the City.

The initial presentation was discussed in the November 12, 2024, Audit Committee Meeting.

LIST OF SUPPORTING DOCUMENTS:

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