



## AGENDA MEMORANDUM

Action Item for the Audit Committee Meeting of August 11, 2020

**DATE:** August 11, 2020

**TO:** Greg Smith, Audit Committee Chairman

**FROM:** Kimberly L. Houston, Interim City Auditor  
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### City Auditor's Office FY2021 Proposed Budget with Decision Packages

**CAPTION:** Motion to accept the City Auditor's Office FY2021 proposed budget with decision packages and direct staff to include as approved by the Audit Committee in the City-wide FY2021 proposed budget.

**PURPOSE:** Review and approve the City Auditor's Office FY2021 proposed budget with decision packages as recommended.

**BACKGROUND AND FINDINGS:** For FY2021, City Auditor is proposing a total budget of \$567,495. Included in this proposal is \$4,000 for required Generally Accepted Government Auditing Standards peer review and the addition of \$97,785 for two staff members (for six months of fiscal year). This proposed budget represents an increase of \$94,946 over FY2020 adopted budget.

**ALTERNATIVES:** The Audit Committee may reject all or part of the budget proposal and may suggest other changes to the FY2021 Budget.

### **FINANCIAL IMPACT:**

10300 - City Auditor		FY2020 Adopted Budget		As Proposed by City Management	As Proposed by City Auditor		Planned Future Budget
Personnel Costs	Adopted FY2020	361,805	Proposed FY2021	356,057	422,173	Outlook FY2021	475,368
Operating & Capital Costs		25,215		25,215	40,525		34,525
<b>Sub-Total</b>		<b>\$ 387,020</b>		<b>\$ 381,272</b>	<b>\$ 462,698</b>		<b>\$ 509,893</b>
Allocation Costs <sup>1</sup>		85,529		85,529	104,797		104,797
<b>Total</b>		<b>\$ 472,549</b>		<b>\$ 466,801</b>	<b>\$ 567,495</b>		<b>\$ 614,690</b>

<sup>1</sup> Proposed allocation may increase/decrease per City Management's proposed internal control budgets.



**FUNDING DETAIL:** N/A

**RECOMMENDATION:** City Auditor recommends approval as presented.

**LIST OF SUPPORTING DOCUMENTS:** Budget presentation