

AUDIT DEPARTMENT

The mission of the Audit Department is to promote honest, effective and fully accountable City government. The primary objective of the Audit Department is to assist the Mayor, members of the City Council and City management in the effective discharge of their responsibilities by furnishing them with analysis, appraisals, recommendations, counsel and information concerning the activities reviewed. The Audit Department helps to improve City government performance and accountability by:

- Assessing the reliability of financial and operating information.
- Evaluating the efficiency and effectiveness of departments.
- Testing the adequacy of controls for preventing waste and safeguarding assets.
- Verifying compliance with policies, procedures, and regulations.
- Providing City employees with ways to increase internal control knowledge and awareness and improve assessment capabilities.

The Audit Department is committed to providing independent and objective assurance and management advisory services in accordance with the Institute of Internal Auditor's Standards for the Practices of Internal Auditing and relevant governmental auditing standards. It seeks to proactively identify risks, evaluate controls, and make recommendations that will strengthen City operations.

PRIORITIES FOR FISCAL YEAR 2017

- Conduct scheduled audits to evaluate controls, note commendable practices and recommend workable improvements
- Assist the external auditors with the annual audits of the CAFR and Federal Funds.
- Continue to develop awareness among City employees that the maintenance of good internal controls is the responsibility of all employees.
- Monitor prior audits to assure complete and effective implementation of agreed-upon recommendations.
- Advise and consult with City management regarding improvements in operating efficiencies, effectiveness and results.
- Continue to development the knowledge, skills and effectiveness of departmental staff and ensure that the Department continues to set an example for all City Departments through its professional work ethic, integrity, objectivity, and confidentiality.

SUMMARY OF FUNDING FOR THE AUDIT DEPARTMENT

TOTAL ALL FUNDS AUDIT DEPARTMENT	ACTUAL FY 2014	ACTUAL FY 2015	BUDGET FY 2016	PROPOSED FY 2017
Personal Services	375,081	366,671	419,257	423,498
Materials, Supplies & Equipment	252,454	267,908	256,353	257,052
Internal Services	88,492	95,956	107,642	110,140
TOTAL	716,027	730,535	783,252	790,690
STAFFING LEVELS	4.00	4.00	4.00	4.00

GENERAL FUND AUDIT DEPARTMENT	ACTUAL FY 2014	ACTUAL FY 2015	BUDGET FY 2016	PROPOSED FY 2017
Personal Services	375,081	366,671	419,257	423,498
Materials, Supplies & Equipment	181,562	196,551	184,880	184,784
Internal Services	88,492	95,956	107,642	110,140
TOTAL	645,135	659,178	711,779	718,422
STAFFING LEVELS	4.00	4.00	4.00	4.00

WATER/SEWER FUND AUDIT DEPARTMENT	ACTUAL FY 2014	ACTUAL FY 2015	BUDGET FY 2016	PROPOSED FY 2017
Materials, Supplies & Equipment	70,892	71,357	71,473	72,268
TOTAL	70,892	71,357	71,473	72,268
STAFFING LEVELS	0.00	0.00	0.00	0.00

MAJOR FUNDING CHANGES FROM PRIOR YEAR

- Personal Services increased by \$4,241. Increases in Regular Salaries (\$10,534) were offset by savings in Hospitalization (\$7,779) due to the newly hired Staff Auditor utilizing a lower cost health plan than previously budgeted.
- Materials, Supplies & Equipment decreased a total of \$96 in the General Fund. Increases in Printing, and Membership Fees were offset by decreases in Accounting, and Temporary Agency costs.
- Internal Services increased \$2,498, primarily due to the rise in Data Processing costs.
- In the Water/Sewer Fund, Materials, Supplies & Equipment increased \$795 due to higher Indirect Cost charges.