



City Auditor FY 2023/24 Audit Plan City Council Approved August 21, 2023

Recurring Audits/Annual Reports

1. **FY 2022/23 External Financial/Compliance Audit** (contracted) – The City’s Charter requires the City Council to designate a CPA firm to perform an independent audit of the City’s annual financial statements, with the audit reports to be submitted to the Council. The City Auditor’s office administers the external audit firm’s contract and coordinates reports to the Audit Committee and the Council. These audits include the City’s Comprehensive Annual Financial Report; federally required Single Audit; state-required reports (Annual Expenditure Limitation Report, Highway User Revenue Fund (HURF) compliance); and the Municipal Property Corporation and Community Facilities Districts annual financial reports.
2. **Triennial Review of City Court Minimum Accounting Standards** – Performed on a triennial basis as required by the state Supreme Court, this agreed-upon procedures review performed in accordance with applicable attestation standards will encompass 2021 – 2023.
3. **Triennial Review of City Auditor's Office** – Performed on a triennial basis as required by City Charter and Code for compliance with professional auditing standards, this quality control review will encompass 2021 – 2023.
4. **Follow-up on Status of Audit Recommendations** – Review, assess and report on the status of management’s corrective actions taken in response to prior audit recommendations. This review, implemented in late 2009, is now required by City Code.
5. **Integrity Line** – Investigate tips that are received related to potential fraud, waste or abuse of City resources and annually report on the results.
6. **E-Verify Compliance** – For selected City contractors, confirm they are using the federal E-Verify program as required by state law. The City is required by state law to check its contractor compliance.
7. **Selected Information Technology** (contracted) – Using services of a contracted specialist, evaluate a selected information system, operational area, or contract.

Carryforward/ In Progress Audits from FY 2022/23

8. **Victim Services** – Evaluate Victim Services operations, such as resources, notifications, referrals, and advocacy assistance provided.
9. **Risk Management Services** – Evaluate controls over and effectiveness of Risk Management operations. The audit may focus on the department’s safety, loss prevention, insurance, or claims programs.
10. **Selected Construction Contract** – This will continue the process of auditing selected construction contracts due to the large financial and operational investment they represent for the City.

Additional Audits

11. **Library Operations Management** – Review the effectiveness of Library’s operations, including evaluating the potential impact of policy changes as a result of the evolving library environment. (This audit is from the FY 2022/23 Contingency audits list.)
12. **Bridge Infrastructure Condition Assessment Follow-up** – Review processes and controls relating to bridge inspections, repair, and maintenance, including follow up on related findings from Audit No. 1905.

13. **Procurement of Construction Services** – Evaluate controls over and effectiveness of procurement processes for construction services.
14. **Fire Department Succession Planning** – Review the effectiveness of the Fire Department’s succession planning, including strategies for recruiting and training key personnel.
15. **Scottsdale Arts** – Evaluate contract compliance, effectiveness, and administration.

*Preliminary audit objectives will be further refined during audit planning.

Contingency Audits

1. **Potential SUSD audit** (Placeholder for potential additional intergovernmental agreement audit.)
2. **Investigative Services Case Management** – Evaluate effectiveness of the department’s case management controls.
3. **Cash Handling Accountability** – On an unannounced basis, perform cash handling audits at selected locations for completeness and accuracy of records and compliance with city requirements. (This audit is from the FY 2022/23 Contingency audits list.)

Other Projects

- **Sunset Review** support for the Audit Committee’s FY 2023/24 reviews:
 - Parks & Recreation Commission (August 2023)
 - McDowell Sonoran Preserve Commission (October 2023)
 - Development Review Board (January 2024)
 - Planning Commission (January 2024)
 - Neighborhood Advisory Commission (April 2024)
 - Library Board (June 2024)
- **Audit Risk Assessment Model** maintenance
- **Special Requests** during the Audit Plan year