

INTERNAL AUDIT

RESOURCES	ACTUAL FY01	ACTUAL FY02	BUDGET FY03	PROJECTED FY03	RECOMMENDED FY04
Personnel Expenses	\$ 685,505	\$ 737,391	\$ 747,671	\$ 747,671	\$ 806,759
Operating Expenses	58,771	61,190	143,946	143,945	122,575
Operating Budget	\$ 744,276	\$ 798,581	\$ 891,617	\$ 891,616	\$ 929,334
Capital Outlay	3,290	4,796	3,000	3,000	3,000
Budget Allocation	\$ 747,566	\$ 803,377	\$ 894,617	\$ 894,616	\$ 932,334
Authorized Positions	9	9	9	9	9

The goal of the Internal Audit Department is to provide management with an independent appraisal of major areas of City activities in order to reduce potential risk and loss, maximize revenues and produce savings. The department reviews entities and functions for adequacy of controls, legal and contractual compliance and good business practices.

The department is responsible for performing audits outlined in its annual agenda and five year audit plan. It is based on such factors as risk, dollar volume, known prior problems, public exposure and audit resources available. Emphasis is on recurring audits of high risk and high dollar areas, and special requests from the Mayor and other City departments.

The tax revenue audit function provides continuing audits and monitoring of companies that collect and remit utility taxes and franchise fees to the City to insure the proper amounts of revenue are received.

Audit Department accomplishments are published annually in the department's year-end Performance Report.

Accomplishments and FY04 objectives are summarized below.

Performance Measures	FY02 Actual	FY03 Projected	FY04 Estimated
Mandatory/Discretionary Audits	31	37	35
Special Audit Requests	6	5	3
Post Audit Reviews	21	25	25
Audits in Progress	7	5	5