

# OFFICE OF THE CITY AUDITOR

## AUDIT PLAN FISCAL YEAR ENDING 2025

Audit #	Estimated Months to Complete	Audit / Consultation Identification Number	Type of Engagement	Unit	Scope / Description	Report Due Date
1	12 Months	HOT2025-1	Revenue Monitoring Audit	Park Board	The City Auditor's Office will prepare HOT Tax Audits on 100 Short Term Rentals and Hotels.	
2	12 Months	SAL2025-1	Revenue Monitoring Audit	City	The City Auditor's Office will prepare Sales Tax Audits. We are going to triple sales tax audits to 45 this year.	
3	4 Months	CMS2025-1	Compliance Management System	City	The City Auditor's will expand the scope of the Park Board Beach Patrol credit cards audit (SP2024-1) to include cash disbursements.	
4	4 Months	CMS2025-2	Compliance Management System	City	The City Auditor's Office will review in detail the monthly statements of the City of Galveston's various departments' credit cards to ensure that all transactions comply with the City's policy and procedures.	
5	4 Months	CMS2025-3	Compliance Management System	Park Board	The City Auditor's Office will audit transactions for the Park Board, Beach Patrol for travel and training expenses.	
6	4 Months	CMS2025-4	Compliance Management System	City	The City Auditor's Office will conduct an audit to ensure compliance with the City of Galveston's travel and training expenditure policy and procedures.	
7	4 Months	CMS2025-5	Compliance Management System	Port	The City Auditor's Office will conduct an audit to ensure compliance with the Port of Galveston's travel and training expenditure policy and procedures.	
8	4 Months	CMS2025-6	Compliance Management System	City	The City Auditor's office will conduct an audit on the use of overtime and related approval and tracking for the Public Works Department.	
9	4 Months	CMS2025-7	Compliance Management System	City	The City Auditor's office will conduct an audit on the police seized funds/cash/seized assets—effective and efficient tracking, use and disposal.	
10	4 Months	CMS2025-8	Compliance Management System	City	The City Auditor's office will audit large purchases greater than \$100,000 following the purchase policies and procedures.	

COUNCIL APPROVED

DATE 9/19/2024SIG. [Signature]