

## AUDIT PLAN FISCAL YEAR ENDING 2022

Estimated Time Period	Audit #	Audit / Consultation Identification Number	Type of Engagement	Unit	Scope / Description	Report Due Date
10/1/2021 thru 9/30/2022	1	CMS-2022-1	Contract Monitoring System (CMS)	(1.) City of Galveston	The City Auditor's Office will review existing Policies / Procedures / Practices / Controls as appropriate for areas identified as high and medium risk associated with " <u>Construction Contract Management</u> ". The City Auditor's Office will work with City Leadership to identify and develop training related to policy development and implementation to ensure all high and moderate risk areas have policies that take into account best practices and incorporate sound internal controls. This project will take approximately 12 months to complete.	September 30, 2022
10/1/2021 thru 3/31/2022	2	F&CPG-2022-1	Financial & Compliance Policy Group (F&CPG)	(1.) City of Galveston (2.) Park Board of Galveston (3.) Port of Galveston	The City Auditor's Office will review existing Policies / Procedures / Practices / Controls as appropriate for areas identified as high and medium risk associated with " <u>Procurement and Purchasing</u> ". The City Auditor's Office will work with City Leadership to identify and develop training related to policy development and implementation to ensure all high and moderate risk areas have policies that take into account best practices and incorporate sound internal controls. This project will take approximately 6 months to complete.	March 31, 2022

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Estimated Time	Audit #	Audit / Consultation Number	Type of Engagement	Unit	Scope / Description	Report Due Date
10/1/2021 thru 9/30/2022	3	HOT-2022-1	Revenue Monitoring	(1.) Park Board of Galveston	Preparation of HOT Tax Audits for Short Term Rentals. This project will take approximately 12 months to complete.	September 30, 2022
11/1/2021 thru 11/30/2021	4	COMP-2022-1	Compilation of Information	(1.) City of Galveston	Compilation of Purchasing Bids for Various Street Construction Projects. This project will take approximately one month to complete.	November 30, 2021
12/1/2021 thru 5/31/2022	5	F&CPG-2022-2	Financial & Compliance Policy Group (F&CPG)	(1.) City of Galveston (2.) Park Board of Galveston (3.) Port of Galveston	The City Auditor's Office will review existing Policies / Procedures / Practices / Controls as appropriate for areas identified as high and medium risk associated with " <u>Budgeting</u> ". The City Auditor's Office will work with City Leadership to identify and develop training related to policy development and implementation to ensure all high and moderate risk areas have policies that take into account best practices and incorporate sound internal controls. This project will take approximately 6 months to complete.	May 31, 2022

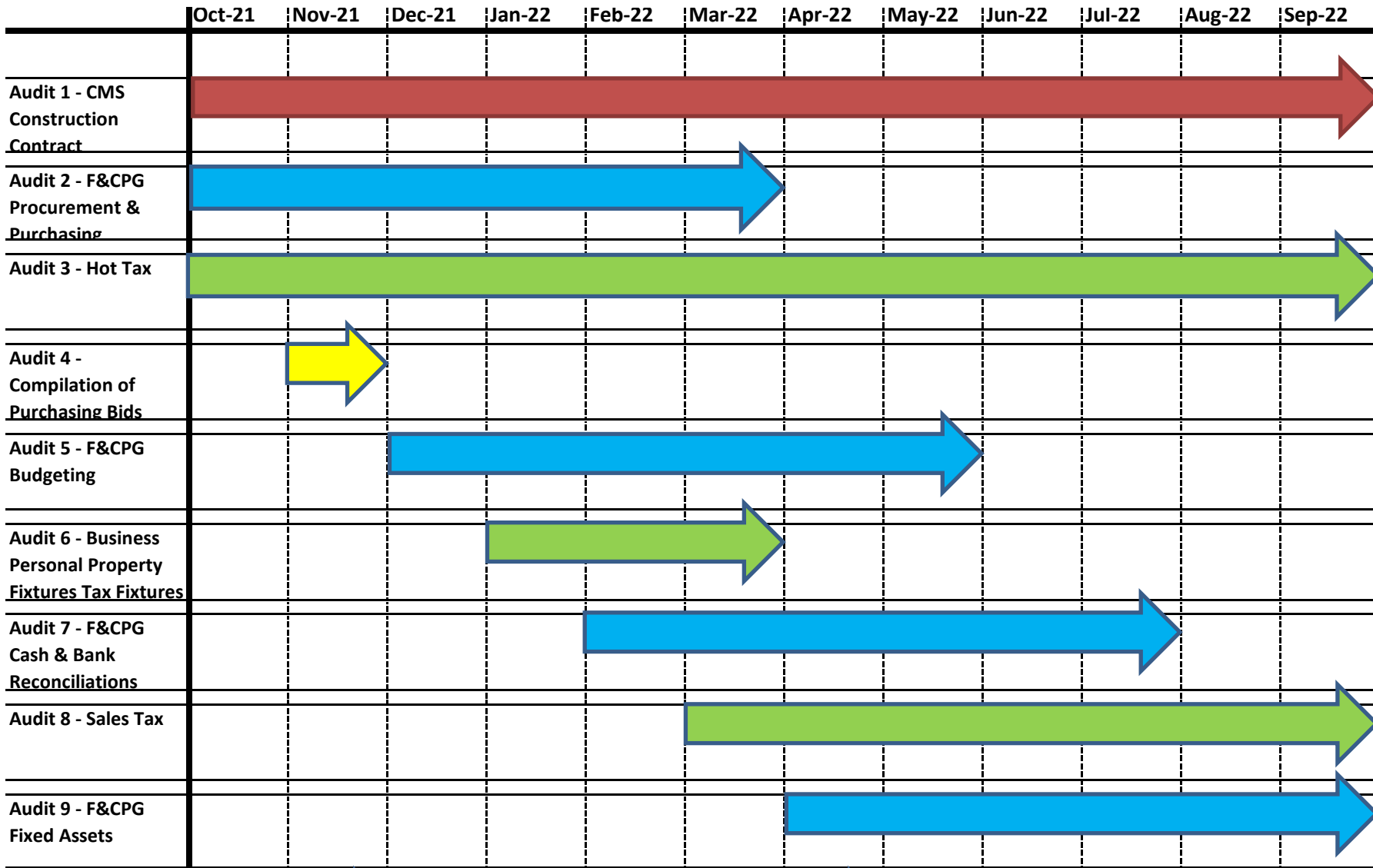
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Estimated Time Period	Audit #	Audit / Consultation Identification Number	Type of Engagement	Unit	Scope / Description	Report Due Date
1/1/2022 thru 3/31/2022	6	PROP TAX-2022-1	Revenue Monitoring	(1.) City of Galveston	Compilation of Information for Viability of Business Personal Property Fixtures Tax on Short Term Rentals. This project will take approximately 3 months to complete.	March 31, 2022
2/1/2022 thru 7/31/2022	7	F&CPG-2022-3	Financial & Compliance Policy Group (F&CPG)	(1.) City of Galveston (2.) Park Board of Galveston (3.) Port of Galveston	The City Auditor's Office will review existing Policies / Procedures / Practices / Controls as appropriate for areas identified as high and medium risk associated with " <u>Cash and Bank Reconciliations</u> ". The City Auditor's Office will work with City Leadership to identify and develop training related to policy development and implementation to ensure all high and moderate risk areas have policies that take into account best practices and incorporate sound internal controls. This project will take approximately 6 months to complete.	July 31, 2022
3/1/2022 thru 9/30/2022	8	SALES-2022-1	Revenue Monitoring	(1.) City of Galveston	Preparation of Sales Tax Audits. This project will take approximately 7 months to complete.	September 30, 2022



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Estimated Time Period	Audit #	Audit / Consultation Identification Number	Type of Engagement	Unit	Scope / Description	Report Due Date
4/1/2022 thru 9/30/2022	9	F&CPG-2022-4	Financial & Compliance Policy Group (F&CPG)	(1.) City of Galveston (2.) Park Board of Galveston (3.) Port of Galveston	The City Auditor's Office will review existing Policies / Procedures / Practices / Controls as appropriate for areas identified as high and medium risk associated with " <u>Fixed Assets</u> ". The City Auditor's Office will work with City Leadership to identify and develop training related to policy development and implementation to ensure all high and moderate risk areas have policies that take into account best practices and incorporate sound internal controls. This project will take approximately 6 months to complete.	September 30, 2022

# TIMELINE - AUDIT PLAN 2022



 = Primary Goal: CMS  
 = Secondary Goal: F&CPG

 = Revenue Monitoring Taxes  
 = Compilation of Information Projects