

AUDIT COMMITTEE

City Auditor Quarterly Update

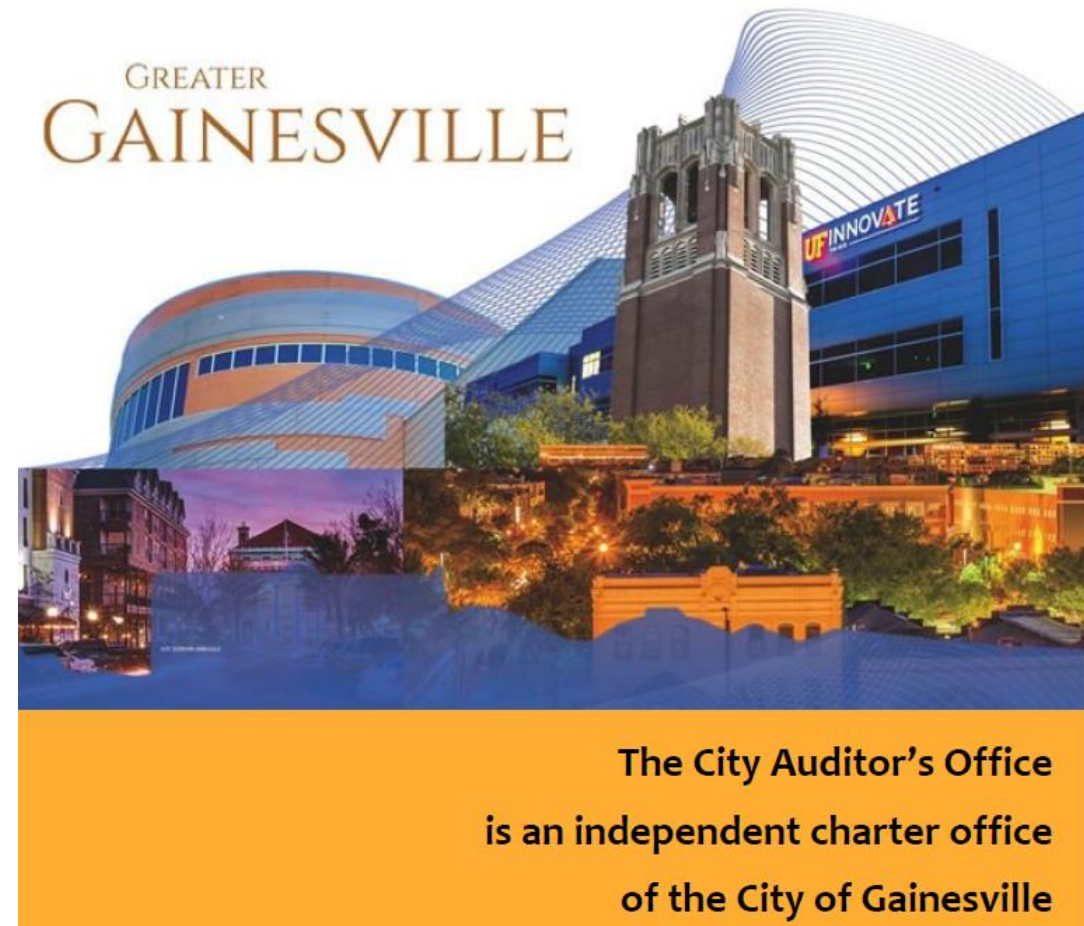
March 25, 2025

GAINESVILLE CITY COMMISSION

Harvey Ward, Mayor
Bryan Eastman, Mayor Pro Tem
Ed Book
Cynthia Chestnut
Desmon Duncan-Walker
James Ingle
Casey Willits

AUDIT COMMITTEE MEMBERS

Harvey Ward, Mayor
Bryan Eastman, Mayor Pro Tem
Harold Monk, CPA, CFE (Appointed)



**The City Auditor's Office
is an independent charter office
of the City of Gainesville**

INTERNAL AUDIT TEAM

STEPHEN MHERE, CIA, CISA, MBA, MS, CITY AUDITOR

DIANA FERGUSON-SATTERTHWAITE, FCCA, CIA, CFE, ASSISTANT CITY AUDITOR

LISA SIEDZIK, CISA, IT AUDIT MANAGER

PETER DEMARIS, INTERNAL AUDITOR

MEAYKI BATIE, AUDIT COORDINATOR





RECENTLY COMPLETED PROJECTS



Recently Completed Projects

SHIP and Local Housing Assistance Plan

- **Objective:** Review the use of SHIP funds and assess the adequacy of the Local Housing Assistance Plan intended to produce and preserve affordable homeownership and multifamily housing.
- **Status:** Completed



WORK IN PROGRESS



Work in Progress (Cont.)

PCI Process Audit

- **Objective:** To review processes and controls around the governance, effectiveness, and efficiency of PCI data security standards (DSS) across General Government, including the management of services that are delivered by external providers.
- **Status:** Project is underway (Planning Phase).

Work in Progress (Cont.)

FLHSMV Internal Control and Data Security

- **Objective:** To assess the design and operating effectiveness of controls related to the Florida Highway Safety and Motor Vehicles data exchange processes.
- **Status:** Project is underway (Planning Phase).



AUDIT PLAN REVISION



Audit Plan Revision

FY 2025 Annual Audit Plan has been revised upon request of Audit Committee.

- Two (2) audits removed (to minimize duplication of effort with external auditor)
- One (1) audit replaced (Capital Improvement Plan replaced by Capital Projects)



AUDIT WORKPAPER SOFTWARE IMPLEMENTATION



AUDIT WORKPAPER SOFTWARE IMPLEMENTATION

- Implementing new audit software
 - New software helps team perform core audit tasks more efficiently
 - Replaces another application from a different vendor
 - Its cost aligns better with our budgetary constraints



AUDIT ISSUE FOLLOW UP



FULLY IMPLEMENTED AUDIT ISSUES

DEPT.	AUDIT REPORT TITLE	AUDIT REPORT DATE	AUDIT ISSUE TITLE	AUDIT ISSUE RISK RATING	DATE CLOSED
Financial Services	Review of Governance, Compliance, and Internal Controls Around Business Tax Processes	06/11/2024	Insufficient Policies & Procedures, Oversight and Monitoring, and Processes Related to Identifying New Businesses	Medium	02/26/2025
			Insufficient Collection Activities	Medium	
			Confidential (pursuant to FL statutes 119.0725(2))		

PARTIALLY IMPLEMENTED AUDIT ISSUES

DEPT(S)	AUDIT REPORT TITLE	AUDIT REPORT DATE	AUDIT ISSUE TITLE	RISK RATING	ORIGINAL DUE DATE
OEI	Affirmative Action Plan	2/5/2020	Standard Review of AAP Hiring goals	Medium	10/31/2024
HR	Continuous Audit Program Part III	3/18/2024	Seasonal Employee Leave Classification	Medium	12/31/2024

AUDIT ISSUES NOT YET DUE

DEPT(S)	AUDIT REPORT TITLE	AUDIT REPORT DATE	AUDIT ISSUE TITLE	RISK RATING	ORIGINAL DUE DATE
Gainesville Fire Rescue	GFR Fire Inspections	09/17/2024	Database Maintenance & Inspection Prioritization	Medium	08/01/2025
			Oversight & Monitoring	Medium	08/01/2025
			Staffing	Medium	01/01/2026
			Invoicing Procedures and Billing Practices	Medium	06/30/2025
			Fire Inspection Procedures and Frequency	Medium	01/01/2026
			Confidential (pursuant to FL statutes 119.0725(2))		06/01/2025

AUDIT ISSUES NOT YET DUE

DEPT(S)	AUDIT REPORT TITLE	AUDIT REPORT DATE	AUDIT ISSUE TITLE	RISK RATING	ORIGINAL DUE DATE
PRCA	PRCA Billing and Collections	12/10/2024	Policies and Procedures	Medium	7/1/2025
			Segregation of Duties	Medium	7/1/2025
			Aquatics Invoicing	Medium	9/1/2025
			Confidential		7/1/2025
			Confidential		9/1/2025



FRAUD HOTLINE AND INVESTIGATIONS



Fraud Hotline and Investigations

<i>City Auditor Quarterly Update</i> <i>Fraud Hotline and Investigations</i> <i>* As of 3/11/2025</i>			
Audit Committee Meeting Date	3/25/2025*	12/10/2024	9/17/2024
New Cases Since Last Audit Committee	2	4	6
Open Investigations	3	4	2
Closed Investigations	3	2	4



EXTERNAL AUDITS



FY 23 EXTERNAL FINANCIAL STATEMENT AUDIT

GENERAL GOVERNMENT

EXTERNAL AUDITOR – PURVIS GRAY & COMPANY



FY24 External Audit Report
For the fiscal year ended September
30, 2024

Audit Status

**FINANCIAL STATEMENTS
AND INDEPENDENT
AUDITORS' REPORT**

Presented to Audit Committee.
Will be considered duly completed when City Commission
accepts it upon recommendation by Audit Committee.

City Commission meeting is on March 27, 2025.



WRAP UP



Upcoming Audit Committee Meeting Dates

- June 10, 2025
- September 23, 2025
- December 9, 2025

Fraud, Waste, and Abuse Hotline

- To report an incident, call **1-844-818-2492** or
- Visit <https://www.lighthouse-services.com/cityofgainesville>
- To report other issues:
- **Harassment or Discrimination Issues**, call the Equal Opportunity Office at 352-334-5051
- **Employee Relations Issues**, call Human Resources at 352-334-5077

Thank You

Office of the City Auditor

Stephen Mhere, CIA, CISA, MBA, MS | City Auditor | City of Gainesville

200 E University Avenue, Gainesville, FL 32601

Office: 352-334-5020

URL: <https://www.gainesvillefl.gov/Government-Pages/Government/City-Auditor>