

## Audit Work Plan

revised a/o 08/18/2020

- council action
- committee action
- committee staff action/involvement

Task	Aug. 11	Aug. 18	Aug. 25	Sept. 1	Sept. 8	Sept. 15	Sept. 22	Sept. 29	Oct. 6	Oct. 13	Oct. 20	Oct. 27	Nov. 3	Nov. 10	Nov. 17	Nov. 24	Dec. 1	Dec. 8	Dec. 15	Dec. 22	Dec. 29	Jan. 5
Pass resolution creating audit committee and audit process																						
Approve timeline and confirm topic selection process																						
Share topic selection process and budget plan with other CMs and revise based on																						
Topic selection process																						
Committee decides on topic																						
Draft Council resolution to select topic																						
Council approves audit topic																						
Create scoping document																						
Identify potential consultants who specialize in the selected topic area																						
Interview potential consultants (at committee meeting)																						
Select consultant (at committee meeting)																						
Negotiate contract																						
Council vote on 2021 budget																						
Prepare Council resolution approving contract																						
Council approves contract																						
Audit work begins																						