

October 23, 2025

To: City of Santa Fe Audit Committee
 From: Baker Tilly Advisory Group, LP
 Subject: Internal Audit Status Report September 4, 2025 through October 22, 2025

FY25 INTERNAL AUDIT PROJECTS	MONTH AND YEAR-END CLOSE INTERNAL CONTROLS REVIEW	POLICIES & PROCEDURES
Schedule	February-October 2025	January-October 2025
Activities for This Period	Received testing documentation; updated and finalized report	Update and finalized Vendor Management P&P based on feedback from stakeholders
Activities for Next Period	None	None
Issues	Delays with obtaining requested documents	Delays receiving feedback from stakeholders for Vendor Management P&P

FY26 INTERNAL AUDIT PROJECTS	RISK MANAGEMENT OPERATIONAL REVIEW	RECRUITMENT PROCESS REVIEW	PROCUREMENT PROCESS REVIEW
Schedule	October 2025-February 2026	January-June 2026	January-June 2026
Activities for This Period	None	None	None
Activities for Next Period	Conduct project kickoff meeting and planning	None	None
Issues	None	None	None