

May 21, 2026

To: City of Santa Fe Audit Committee
 From: Baker Tilly Advisory Group, LP
 Subject: Internal Audit Status Report January 15, 2026 through May 14, 2026

FY26 INTERNAL AUDIT PROJECTS	RISK MANAGEMENT OPERATIONAL REVIEW	RECRUITMENT PROCESS REVIEW	POLICY AND PROCEDURE SUPPORT	PROCUREMENT PROCESS REVIEW
Schedule	October 2025-March 2026	April-June 2026	January – June 2026	January-June 2026
Activities for This Period	Project put on hold due to pending litigation	Drafting preliminary observations	Interviewed City staff and drafted Financial Reporting policies and procedures for City review. Interviewed City staff over Grant Management processes.	Completed interviews and analysis; held multiple process mapping sessions; prepared current state workflows for pre-solicitation, solicitation, and contract approval cycles.
Activities for Next Period	N/A	Review preliminary observations and draft final report	Draft Grant Management policies and procedures for City review.	Deliver preliminary observations, draft future state process map and draft/finalize report.
Issues	Project put on hold due to pending litigation	Timeline is tight, so the final report presentation may occur after June. However, we anticipate all major project work (including finalizing the report) to be completed by end of June.	None	None