



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



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Comptroller

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June 7, 2016

Stephen J. Runde, P.E., Director  
Street Department  
1900 Hampton Avenue  
St. Louis MO 63139-2988

RE: Payroll Distribution of the Street Department (Project 2016-PD11)

Dear Mr. Runde:

We conducted a payroll distribution of the Street Department for the pay period ending May 14, 2016. The objectives of the review were to verify:

- Only eligible employees received wages.
- Wages and wage receipts were adequately safeguarded.
- Employees were paid for actual hours worked or approved paid leave.
- Accruals and use of paid leave were accurate.

This review was made under authorization contained in Article XV, Section 2, of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

During our review, we noted no exceptions or opportunities to improve compliance with payroll distribution procedures.

If you have any questions, please contact the Internal Audit Section at (314) 657-3490.

Respectfully,

Mohammad H. Adil, CPA, CGMA  
Internal Audit Supervisor

cc: Mary Dusold, Executive Secretary, Street Department

