



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

Internal Audit Section

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DR. KENNETH M. STONE, CPA
Internal Audit Executive

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September 28, 2012

Honorable Darlene Green, Comptroller
1200 Market Street, Room 311
Saint Louis, MO 63103-2806

RE: Follow-up Review of Comptroller's Office Franchise Utility Taxes Audit
Observation -Project # 2011-03

Honorable Ms. Green:

The Internal Audit Section has conducted a limited follow-up review on the Comptroller's Office Franchise Utility Taxes Audit Report, for the period July 1, 2009 through June 30, 2010. A limited follow-up review does not necessarily involve detailed testing or verification but instead relies on communication with the department management and staff, as well as limited observations.

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

The purpose of this follow-up review is to determine the status of the observations made in the report issued November 7, 2011 as of August 31, 2012.

It was determined that the following observation has not been resolved:

Develop Written Policies and Procedures For Processing Franchise Utility Taxes

Based on the management's response received, the written policies and procedures for the processing of the franchise utility taxes will be completed by October 31, 2012. A copy will be provided to the Internal Audit Section.

Internal Audit Section will schedule another follow-up review to verify the completion of the written policies and procedures for the processing of franchise utility taxes.

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

Respectfully,


Dr. Kenneth M. Stone, CPA, CGMA
Internal Audit Executive

Attachment

cc: John Zakibe, Deputy Comptroller