OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS

Internal Audit Section

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October 15, 2013

FILE COPY

Mr. Stephen Runde
Traffic and Lighting Commissioner
1900 Hampton
St. Louis, MO 63139

RE: Payroll Distribution Review (Project #2013-PRD08)

Dear Mr. Runde:

We have conducted a payroll distribution review of Traffic and Lighting for the pay period ending June 1, 2013. The objectives of this review were to determine if:

- *Only eligible employees received wages.*
- *Wages were adequately safeguarded.*
- *Employees were only paid for actual hours worked or approved usage of paid leave.*

The fieldwork was completed on June 6, 2013. This review was made under authorization contained in Section 2, Article XV 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 this review, nothing came to our attention that caused us to believe wages were not properly distributed and safeguarded.

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

Respectfully,

Kenneth M. Stone

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

cc: Ms. Amy Williams, Manager Payroll
Ms. Mary Dusold, Executive Secretary Department of Streets