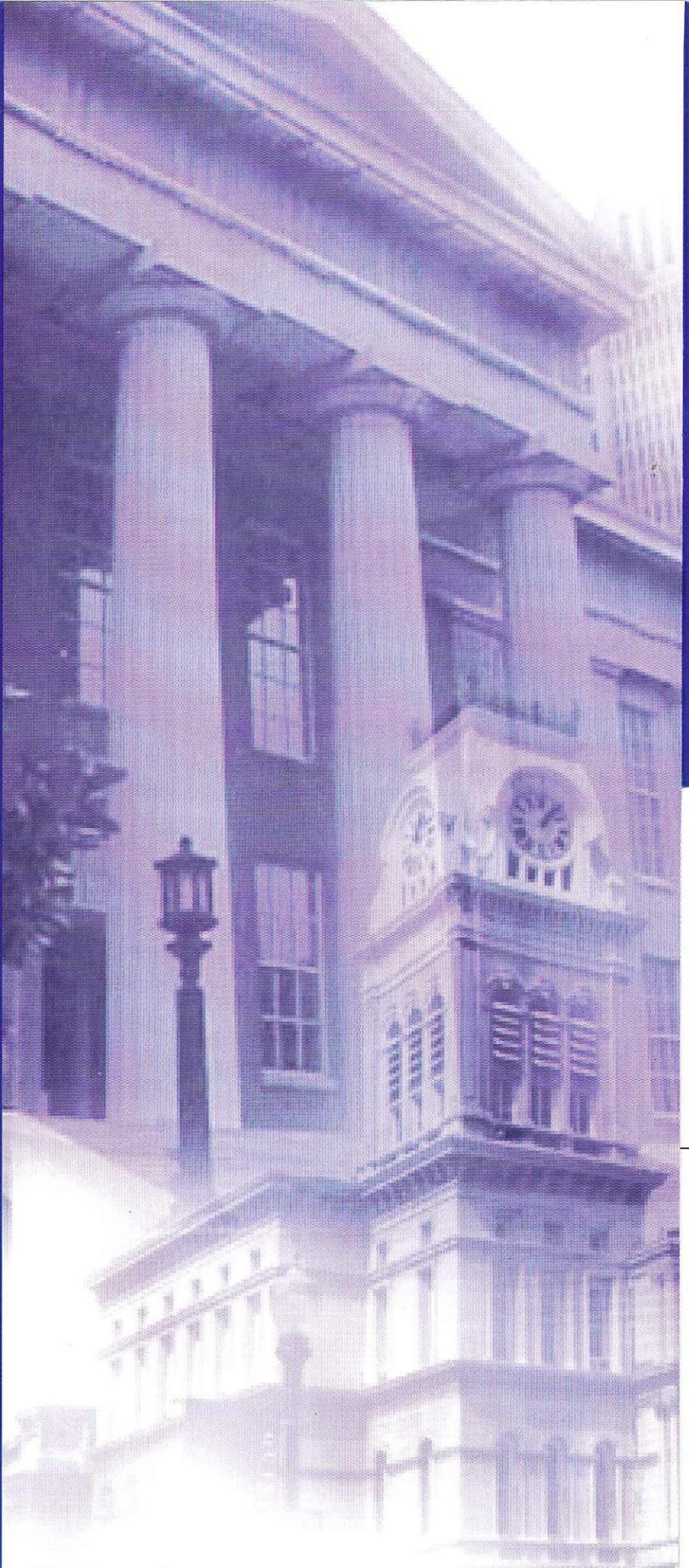




Greg Fischer
Mayor
Louisville Metro Council

The Office of Internal Audit provides independent, objective assurance and consulting services that adds value to and improves Louisville Metro Government.



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Mayor's Office

Contingency Fund Report
Fiscal Year 2012 Q1 & Q2

Report

Office of Internal Audit

Mayor's Office

Contingency Fund Fiscal Year 2012 Q1 & Q2



February 2012

Mayor's Office

Contingency Fund Report
Fiscal Year 2012 Q1 & Q2

Table of Contents

Transmittal Letter 2

Introduction..... 2

Scope..... 2

Results..... 3



OFFICE OF INTERNAL AUDIT
LOUISVILLE, KENTUCKY

GREG FISCHER
MAYOR

INGRAM QUICK, CIA, CFE
CHIEF AUDIT EXECUTIVE

JIM KING
PRESIDENT METRO COUNCIL

Transmittal Letter

February 16, 2012

The Honorable Greg Fischer
Mayor of Louisville Metro
Louisville Metro Hall
Louisville, KY 40202

Subject: Audit of The Mayor's Office Contingency Fund

Introduction

An audit of the Mayor's Office Contingency Fund activity was performed in accordance with Louisville Metro Ordinance No. 140, which states, "To ensure transparency, the internal auditor will audit the contingency fund semi-annually and provide a report to the Metro Council Committee on Government Accountability and Ethics." The objective of the audit was to obtain assurance that activity was performed in compliance with Louisville Metro Policies and State regulations.

The audit was conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States and with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

Scope

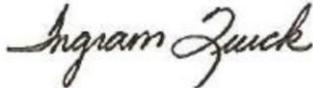
The Mayor's Office Contingency Fund was reviewed through examination of expenditure activity. The primary focus of the review was the operational and fiscal administration of the activity. Examinations were performed to determine whether fiscal activity was complete, accurate, and in compliance with Metro Purchasing Policy and State regulations. This includes how activity was processed, recorded, monitored, and reported. Documentation reviewed included payment documents, invoices, contracts, and other supporting documentation. Testing of actual activity was from the first and second quarters of Fiscal Year 2012 (July 1, 2011 to December 31, 2011). All expenditures occurring during the review period were included in the review.

Results

During the first half of fiscal year 2012, there was one expenditure to Greater Louisville Incorporated (GLI) in the amount of \$10,000 made using funds from the Mayor's Office Contingency Fund. There were no issues noted regarding the administration of the expenditure. The expenditure was made in accordance with Louisville Metro Policies and State regulations.

Please contact me if you have any questions or need additional information.

Sincerely,



Ingram L. Quick, CIA, CFE
Chief Audit Executive

cc: Mayor's Office Chief of Staff
Louisville Metro Council Government Accountability and Ethics Committee
Louisville Metro External Auditors

Office of Internal Audit

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