

MUNIS CONTROLS

Date: September 18, 2024 | Project Number: 1202402

AUDIT REPORT SUMMARY

PURPOSE OF THIS AUDIT

The purpose of this audit was to ensure internal controls over data integrity/protection were in place within the Munis software. The flow of data from external sources to Munis were reviewed to ensure processes were in place to verify accurate transfers of information.

The Office of the City Auditor procured the services of REDW, an external auditing firm, to perform this audit. Internal controls in the areas of data backup, data handling, data encryption, configuration and change management, audit logs, and user access configuration were reviewed. Opportunities for improvement were identified in all audited areas.

Due to the sensitive nature of the information contained in the REDW audit report, the report was only shared with department management, City management, and the City Audit Committee.

WHY THIS AUDIT IS IMPORTANT

The City utilizes Munis software to record financial data, to produce the City's financial statements, and to make financial and strategic decisions.