

STAFF REPORT REGULAR MEETING

AGENDA DATE: September 1, 2026

DEPARTMENT: Human Resources

TITLE:

Selection of the City's Internal Auditor

SUMMARY:

To present the results of the Internal Auditor recruitment and interview process and request Commission approval to select the recommended candidate

BACKGROUND AND JUSTIFICATION:

The Mayor and Commissioners interviewed 3 applicants for the Internal Auditor position.

Recruitment and Selection Process:

The City initiated a recruitment process to fill the Internal Auditor position. Qualified candidates were reviewed based on their education, professional experience, auditing knowledge, technical skills, and overall qualifications for the position. Selected candidates were invited to participate in interviews with the City's Mayor and Commissioners.

The interview process provided an opportunity to evaluate each candidate's knowledge of internal auditing principles, risk assessment, internal controls, compliance, financial oversight, communication skills, and ability to work effectively with City departments and leadership. Candidates were evaluated using consistent criteria to support a fair and objective selection process.

Based on the results of the recruitment and interview process, staff recommends that the City Commission approve the selection for the position of Internal Auditor, subject to completion of all applicable pre-employment requirements and conditions of employment.

MOTION:

Move to approve/disapprove _____ as the City's Internal Auditor and authorize the appropriate City officials to proceed with the appointment and related employment actions