



**Independent Audit and Performance Commission (IAPC)  
Wednesday, March 1, 2023, 3:00 PM**

**Hybrid Meeting  
Minutes**

**1. Call to Order/Roll Call– 3:01 PM**

COMMISSION MEMBERS PRESENT: Bruce Burke (Ward 2); Lydia Hunter (Ward 3); Brian Andrews (Ward 4); Robert Clark, Chairperson (Ward 5); Lois Pawlak, Vice-Chairperson (Ward 6)

COMMISSION MEMBERS ABSENT/EXCUSED: Mayor's Appointee (Vacant)

COMMISSION MEMBERS LATE: Mark Rodriguez (Ward 1) 3:05 pm

A quorum was established.

STAFF MEMBERS: Aaron Williams, Principal Internal Auditor; Leah Bird, Internal Auditor (Ex Officio, Non-Voting); Juan Rivera, Administrative Assistant; Joyce Garland, Interim Business Services Director

**1. Call to Order and Roll Call**

**2. Approval of the January 4<sup>th</sup> 2023, IAPC Meeting Minutes**

Commissioner Andrews moved to approve the minutes as written, Commissioner Pawlak seconded. Commissioner Burke abstained since he was not a member of the commission at the last meeting. Passed by a vote of 5 to 0. Minutes approved.

**3. Staff Update**

Interim Business Services Director, Joyce Garland, provided a staff update to the commission regarding the recent Mayor and Council retreat and shared the retreat memo from the City Manager. The retreat focuses on the priorities of the community and the five-year investment plan. A main topic at this year's retreat was related to staffing and employee turnover. Joyce also updated the commission on the work that has started on the next year's budget. No action taken.

**4. Presentation of the Annual Comprehensive Financial Report**

Business Services Interim Director, Joyce Garland, presented the Annual Comprehensive Financial Report to the commission, providing an overview of the various sections and the key pages, focusing on the fund balances and the intended use. Commissioner Hunter asked about when the Single Audit is expected to be completed. No action taken.

**5. Code Enforcement Subcommittee Update and Report Review**

Subcommittee Chairperson Pawlak reviewed the report with the commission. Commissioner Andrews moved to approve the report with amending language for the closing. Commissioner Burke seconded the motion. Motion passed by a vote of 6 to 0.

**6. Six Months Activity Report to Mayor and Council**

Chairperson Clark introduced the draft of the six-months activity report. Commissioner Pawlak moved to accept the report as written. Commissioner Andrews seconded. Motion passed by a vote of 6 to 0.

**7. Discussion on the mission of the IAPC**

Chairperson Clark led a discussion on the goals and focus of this commission and the ways in which issues are brought before the commission. Ward 2 recently made an appointment to the commission, so the commission is almost fully staffed. Commissioner Rodriguez moved that a letter be sent to the mayor regarding the vacancy on the commission. Commissioner Burke seconded. Commissioner Pawlak volunteered to draft the letter. Motion passed by a vote of 6 to 0.

**8. Future Agenda Items**

Future items included the letter to the mayor; follow-up questions on the Annual Comprehensive Financial Report; Tucson Police Department presentation about labor negotiations, exit interviews and diversity on the force; presentation from the Department of Transportation and Mobility regarding bicycles and pedestrian deaths; the potential for re-instituting traffic cameras; and looking at how being short staffed affects operations of the city.

**9. Adjournment**

The next regular meeting of the IAPC is scheduled for Wednesday, April 5, 2023, at 3:00 p.m