



**Independent Audit and Performance Commission (IAPC)  
Wednesday, March 6, 2024, 3:00 PM**

**Hybrid Meeting**

**Legal Action Report**

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

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

COMMISSION MEMBERS ABSENT/EXCUSED: Mayor's Appointee (Vacant); Ward 1 Appointee (Vacant); Ward 3 Appointee (Vacant); Lois Pawlak (Ward 6)

COMMISSION MEMBERS LATE: N/A

COMMISSION MEMBERS EXCUSED EARLY:

A quorum was established.

STAFF MEMBERS: Aaron Williams, Principal Internal Auditor (Ex Officio, Non-Voting); Marcela Ceballos, Finance Administrator, Department of Business Services; David Burbank, Engineering Manager, Department of Transportation and Mobility; Antonio Carranza, Finance Manager, Department of Business Services; Juan Rivera, Administrative Assistant.

**2. Approval of the January 3, 2024, IAPC Meeting Minutes**

Commissioner Andrews moved to approve the minutes, seconded, passed by a vote of 3 to 0.

**3. Staff Update**

Deputy Director of Business Service, Aaron Williams, provided an update to the commission. Discussion included an update on the City's budget process for Fiscal Year 2025, impact of taxation changes at the state level on the City's shared tax revenue, and the ongoing refinement of department tasks. No action taken.

**4. Road Construction Project Oversight Discussion**

Engineering Manager, David Burbank, provided an overview of the construction project checklist review process including monitoring standards. Discussion also included the role of consultants in the review process and how staff are trained on contract terms and conditions.. Staff addressed questions from the commissioners. No action taken.

**5. Presentation of the Fiscal Year 2023 Annual Comprehensive Financial Report**

Finance Administrator, Marcela Ceballos, presented an overview of the annual financial report for fiscal year 2023 and discussed sections of the report. Staff addressed questions from the commissioners. No action taken.

**6. Call to the Audience**

No audience comments presented. No action taken.

**7. Future Agenda Items**

Future agenda items were identified. Including: data available from speed trailer monitoring and high-intensity activated crosswalks; methods to increase awareness of IAPC available services; TPD recruiting and retention statistics; TPD compensation plan; City Attorney's Office processes supporting TPD; Water Department system replacement budget; outreach to ward offices with IAPC vacancies; IAPC report on road safety. No action taken.

**8. Adjournment – 4:18pm**

The next regular meeting of the IAPC is scheduled for Wednesday, April 3<sup>rd</sup>, 2024, at 3:00pm.