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## HYBRID MEETING NOTICE

### Independent Audit and Performance Commission (IAPC)

Wed, July 16, 2025 – 3 p.m.

Location: 255 W. Alameda St., Tucson, Arizona, 85701; City Hall, 5<sup>th</sup> floor

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Independent Audit and Performance Commission and to the general public that the Independent Audit and Performance Commission will hold the following meeting virtually through technological means, as well as in-person. The meeting will be recorded and posted to City Boards, Committees, and Commissions website for public review.

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Meeting ID: 263 779 939 849 4

Passcode: rQ29Th9B

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For technical assistance accessing the meeting online, please contact [Sarah.Denman@tucsonaz.gov](mailto:Sarah.Denman@tucsonaz.gov)

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### AGENDA

1. Call to Order and Roll Call – Burke, Lahti, Pawlak, Clarke
2. Approval of the June 6, 2025, IAPC Meeting Minutes – 5 minutes
3. New IAPC Member Introductions –5 minutes

Time is set aside to allow new members to introduce themselves to the commission.

**4. Staff Update – 5 minutes**

- i. Business Services Staff will provide an update to the commission.
  - o Status of hiring of COT internal auditors & the internal audit program (oversight, hiring, procedures).

**5. Review sections of the Tucson City Charter Regarding IAPC Functions and Reporting Requirements - 35 mins**

- i. Representatives from the City of Tucson Attorney's office will present information and questions from the commissioners will be discussed.
- ii. Review Tucson Code §10A-123 and clarification of IAPC duties and reporting structure.

**6. Review of IAPC Bylaws and Meeting Frequency– 30 minutes**

- i. Chairperson Pawlak will lead the discussion on reviewing the IAPC meeting frequency and potential bylaw updates; Review alternative dates for when meetings should be held.

**7. Call to the Audience – 10 minutes**

- i. This is the time any member of the public can address the Independent Audit and Performance Commission. Due to time constraints, the amount of time allotted to this item is 15 minutes. An individual is allowed three minutes to address the commission. Due to Open Meeting Law, commissioners cannot discuss topics that are not on the agenda. Items brought up by the public may be considered for discussion at a future meeting.

**8. Future Agenda Items – 10 minutes**

- i. IAPC Chairperson Pawlak will lead a discussion on future agenda items.

**9. Adjournment**

- i. The next meeting of the IAPC will be determined prior to the next meeting and posted on the IAPC website no later than 24 hours prior to the meeting.

**Commission Members Representing the Office of:**

(Mayor) Vacant; (W1) Vacant; (W2) Bruce Burke; (W3) Michel Lahti; (W4) Vacant; (W5) Robert Clark, Vice Chairperson; (W6) Lois Pawlak, Chairperson

**Staff Liaisons:**

Sarah Denman, Executive Assistant to the City Manager's Office

**Note:**

Persons with a disability may request reasonable accommodation by contacting the City Clerk's Office at 791-4213 or (520) 791-2639 for TDD. Requests should be made as early as possible to allow time to arrange the accommodation.