



**MAYOR AND  
COUNCIL**  
**Independent Audit and Performance Commission**  
**(IAPC) LEGAL ACTION REPORT**

**Wednesday, January 9, 2019 - 3:00  
P.M.**

**City Manager's Conference Room City Hall  
255 W. Alameda, 1<sup>st</sup> Floor East  
Tucson, Arizona 85701**

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Commission Members Present: Jeff Singleton, Chairperson (Mayor); Mark Crum (Ward 2); Lydia Hunter (Ward 3); Brian Andrews (Ward 4); Barbara Soehnen (Ward 6)

Commission Members Late: Lydia Hunter (Ward 3) arrived at 3:03 p.m.

Commission Members Excused: Vacant (Ward 1), Vacant (Ward 5)

Staff Members Present: Joyce Garland, Chief Financial Officer / Assistant City Manager; Aaron Williams, Principal Internal Auditor; Robert Kulze, Principal Internal Auditor, Elizabeth Caiz, Administrative Assistant; Diane Perez, Administrative Assistant

**1. Roll Call: 3:01 PM**

A quorum was established.

**2. Approval of the December 5, 2018 IAPC Meeting Minutes**

It was moved by Mr. Crum, duly seconded and carried by a voice vote, to accept the minutes as submitted.

**3. Staff Update**

(NOTE: This item was taken out of order and discussed after Item #4)

(NOTE: Ms. Hunter arrived at 3:03 p.m.)

**4. Discussion of Previously Issued IAPC Transit Reports**

Mr. Singleton gave a report and led a discussion about the transit reports that were previously issued. It was requested that the Director of Transportation be invited to a future meeting to provide an update.

No action was taken.

**3. Staff Update**

(NOTE: This item was taken out of order)

Ms. Garland provided an update to the commission on the following topics:

- Comprehensive Annual Financial Report
- Mayor and Council Retreat on January 28, 2019

No action was taken.

**5. Discussion of Potential Items for Review by the IAPC**

A report was given by Mr. Singleton. Discussion was held. Mr. Williams provided an update about the assistance and consultation being provided by Internal Audit at the Department of Housing and Community Development. Mr. Singleton requested that the IAPC be informed if new information from the U.S. Department of Housing and Urban Development becomes available. Mr. Singleton also requested that the most recent Federal Transit Administration (FTA) audit report be distributed to the commission in preparation for discussion with City staff.

No action was taken.

**6. IAPC Six-Month Activities Report to Mayor and Council**

A report was given by Mr. Kulze. Discussion was held.

It was moved by Mr. Crum, duly seconded and carried by a voice vote, for the chair to sign the report as drafted.

**7. FY 2019 Internal Audit Plan – First Quarter Update**

A report was given by Mr. Kulze. Discussion was held.

No action was taken.

**8. Call to the Audience**

Diane Perez spoke.

**9. Future Agenda Items**

- Review of the FY 2018 Comprehensive Annual Financial Report
- Review of the FY 2020 budget
- Staff update about the Small Business Enterprise program
- Staff update about the IAPC's transit system report
- Staff update about the
- Review of IAPC's authority, functions, and duties
- Staff presentation about the use of Certificates of Participation
- Americans with Disabilities Act (ADA) infrastructure compliance
- Staff update about the most recent FTA audit report

**10. Adjournment: 4:10 PM**