**Taxation, Revenue, and Utilization**

**of Expenditures (TRUE) Commission**

**Marc Hassan, Chair**

**Audit Committee Meeting Minutes**

**June 1, 2017**

**3:00 p.m.**

**City Council Conference Room B**

**Attendance:** TRUE Commissioners Niki Brunson (Chair), Danny Ferreira

**Also**: Tommy Carter – Council Auditor’s Office, Jeff Clements – City Council Research

See attached sign-in sheet for additional attendees.

Chairwoman Niki Brunson called the meeting to order at 3:07 p.m.

Public Comment

Blake Harper asked how he could help the TRUE Commission get its membership vacancies filled and the members suggested that he contact the Mayor and Council to encourage them to make their appointments. He noted that many of the people most interested in potentially serving on the commission are working people who can’t attend meetings during the day, so evening meetings might generate better attendance.

Tommy Carter of the Council Auditor’s Office reported on 4 audits and follow-ups issued since the last committee meeting.

Report #794 (Quarterly Budget summary for 6 Months Ending March 31, 2017): the report projects a $7.7 million favorable General Fund variance by year-end, with a $2.4 million positive revenue variance and a $4.3 million positive expense variance. Mr. Carter noted that the report does not include $53.5 million in Hurricane Matthew expenses accounted for in a special fund outside the General Fund; City liability for those expenses is 12.5% after FEMA reimbursement of allowable expenses and insurance settlements. $26.1 million has been spent to date.

#740A (Information Technology Division Billing Audit Follow-up): ITD has complied with a majority of the recommendations. Changes in cellular phone usage and billing verification have been made recently and their effectiveness will be evaluated in the next follow-up report.

#749A (JTA Accounts Payable Audit Follow-up): JTA has complied with all but one recommendation (consolidate multiple bank accounts into one pooled cash account), which is being phased in gradually throughout calendar year 2017 as accounts are closed and funds consolidated into a single account.

#795 (Police and Fire Pension Fund Bank Accounts Audit): the audit had 2 objectives – to determine if payments from the fund are being made accurately, on time, and for legitimate purposes, and to determine if revenues collected by the fund were being accurately and timely collected and deposited. The primary findings were that payments appeared to be accurate and timely, but there were issues relating to the receipt and deposit of revenues due in large part to the use of an outdated and no longer supported financial information system (Microsoft Money). The audit recommended that City Accounting and the Tax Collector could perform these financial functions for them and they are open to discussing that possibility.

Follow-ups take place in 12 to 18 months, depending on the workload of the Auditor’s Office.

There being no further business, the TRUE Commission Audit Committee meeting adjourned at 3:39 pm.

Jeff Clements, City Council Research Division

Posted 6.2.17 2:00 p.m.