**Taxation, Revenue, and Utilization**

**of Expenditures (TRUE) Commission**

**Danny Ferreira, Chair**

**AUDIT COMMITTEE MEETING MINUTES**

**January 4, 2018**

**3:00 p.m.**

**City Council Conference Room B**

**Suite 425, City Hall**

**Attendance:** TRUE Commissioners Niki Danny Ferreira and John Roberts

**Also**: Tommy Carter – Council Auditor’s Office, Yvonne P. Mitchell – City Council Research

See attached sign-in sheet for additional attendees.

The meeting was called to order at 3:20 p.m.

Tommy Carter of the Council Auditor’s Office reported on audits and reports issued since the last committee meeting.

**#802 (FY16-17 Auditor’s Office Annual Report):** The annual report was released on December 12, 2017. It provides a detailed outline of the Council Auditor’s Office (CAO) work for Fiscal Year 2016-17. It includes a brief summary and significant issues of each audit report and provides a listing of the major legislation reviewed during the year. It should be noted that the annual report serves as a historical record which can be referred back to since it recaps the work done in FY16-17. The CAO issued ten performance audit reports which resulted in 60 identifiable findings, 28 internal control weaknesses, and 16 opportunities for improvement. In addition, the CAO reviewed approximately 700 legislative bills, and issued eleven special reports along with conducting numerous other special projects.

**#803 (FY 16-17 Fourth Quarter Budget Summary):** The quarterly summary was released on December 15, 2017. It covers the end of the previous twelve months that ended on September 30, 2017. The summary reviews the General Fund/General Services District and 29 other sub funds, including the five independent authorities.

Commissioner Roberts inquired about the actual percentage of the budget withheld for reserves. Mr. Carter explained that the City typically maintains 5-7% of budget for both the operating and emergency reserve funds; 1% is kept for budget contingency; and the value of one mil of property tax. Commissioner Ferreira suggested that the City consider using available resources to buy back some of its outstanding debt. He explained that consideration should be given to the relative value of buying back the debt and reducing debt service versus using available resources for additional capital or operational spending.

There being no further business, the TRUE Commission Audit Committee meeting adjourned at 3:52 pm.

Yvonne P. Mitchell, City Council Research Division

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