



# Taxation, Revenue, and Utilization of Expenditures (TRUE) Commission

Joe Andrews, Chair  
Diane Brown, Vice Chair  
Patti Anania, Secretary

## TRUE Commission Meeting Minutes

August 1, 2013  
4:00 p.m.

**Attendance:** Joe Andrews (Chair), Greg Radlinski, Marcella Lowe, Patti Anania, Ted Wendler, Danny Becton, George Spencer, Leroy Kelly, Diane Brown, John Campbell, Ernest McDuffie, Keith Johnson, James Edwards

**Excused:** Marc El Hassan, Daniel Blanchard

**Absent:** Alex Marerro

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

Chairman Andrews convened the meeting at 4:08 p.m. with a quorum present.

### Minutes

The minutes of the June 13, 2013 commission meetings were approved as distributed.

### Committee Reports

Legislative Tracking Committee – Commissioner Andrews reported the committee’s recommendations on a number of pending and recently approved bills by the City Council.

**2013-465** (adopting 2014-18 Capital Improvement Program)

**Motion** (Andrews): the TRUE Commission recommends that City Council amend 2013-465 prior to passage to delete the Ordinance Code waiver regarding the definition of a “capital improvement” so as to permit routine road resurfacing to be treated as a capital improvement for FY13-14 – **approved unanimously.**

**2013-485** (amending Ordinance Code Chapter 111 to change reporting requirements for expenditures from the Sports and Entertainment Board Trust Fund)

**Motion** (Andrews): the TRUE Commission recommends that City Council approve 2013-485 - **approved unanimously.**

**2013-492** (appropriating \$364,500 from stormwater project capital funding to purchase and demolish 3 flood-prone homes)

**Motion** (Andrews): the TRUE Commission recommends that City Council *not* approve 2013-492 on an emergency basis and that the Council exercise its due diligence to determine if the City has any liability

for the flooding problems experienced by these homes, if the owners share in the liability for the flooding situation, and if the prices proposed to be paid for these homes are fair and equitable before voting on the legislation – **approved unanimously**.

**2013-518** (appropriating \$150,000 from the Special Council Operating Reserve fund to promote the 2014 Florida Country Superfest concert in Jacksonville)

**Motion** (Andrews): the TRUE Commission recommends that City Council *not* pass 2013-518 on the grounds that public funding should not be used to benefit the events of particular for-profit promoters, although the Commission would approve of using public funding to advertise the availability and quality of the City’s public assembly facilities to all event promoters to encourage increased use of the City’s assets – **approved 12-1**.

Two bills are still pending in Council regarding the demolition or historic designation of the Bostwick Building at the corner of Forsythe and Ocean streets (the “jaguar” building). Three bills are also pending before the Council regarding where to locate the Supervisor of Elections’ operations center – staying at Gateway Center Mall or relocating to One Imeson industrial park or to the Southgate Plaza shopping center.

Performance Committee – Commissioner Wendler reported that the committee met earlier in the day to review its draft report on pension reform, and will meet again on August 21<sup>st</sup> at 4:00 p.m. to finalize the report for presentation to the full commission at the September meeting.

Audit Review Committee – Commissioner Lowe reported that the committee met earlier today to review three audits:

**#734 – Jacksonville Sunshine Law Compliance Review:** Commissioner Lowe urged all commissioners to read this audit for the good information it contains about what the law requires, which is applicable to the TRUE Commission as well as to the City Council.

**Motion** (Lowe): the TRUE Commission accepts the report without comment – **approved unanimously**.

**#733 - Quarterly Budget Summary for the Quarter Ending March 31, 2013**

**Motion** (Lowe): the TRUE Commission accepts the report without comment – **approved unanimously**.

**#732 (Purchasing Card Audit)**

**Motion** (Lowe): the TRUE Commission accepts the audit with two recommendations to the City Council and the Mayor: 1) that all travel-related expenses paid with a purchasing card should be documented on a single travel expense reconciliation form with all receipts attached following the completion of City employee travel, including a description of the purpose of the travel, to be signed by both the traveler and the traveler’s approving manager upon submittal of the form; and 2) that the annual purchasing card expense authorization cap be reduced from \$2 million to \$350,000 to more closely reflect actual usage – **approved 12-1** (Radlinski opposed).

Tommy Carter of the Council Auditor’s Office noted that there is an audit in progress of the Mayor’s travel expenditures. Commissioner Radlinski stated that the City already has a travel expense report and he understands that purchasing cards are rarely used for travel expenses – there is a separate process for that. Commissioner McDuffie questioned how long the purchasing card expenditure cap had been at \$2 million, and Commissioner Lowe asked how much had been

spent via purchasing cards in the past year. Commissioner Spencer questioned the cost/benefit of implementing the Auditor's 9 recommendations in the purchasing card audit. Is there really a problem with how the cards are used, and how much will it cost to implement the recommendations as proposed?

Commissioner Lowe solicited volunteers to review and report on the new audits.

#735 – Payroll Disaster Recovery Procedures: Commissioners Brown and Johnson volunteer to review

#736 – Police and Fire Pension Fund Audit: Commissioners Wendler and Johnson volunteer to review

#737 – Auditor's Office Audit Follow-Ups: Commissioner Campbell volunteers to review

#### CIP Committee

Commissioner Anania reported that the committee had met earlier in the day to finalize its committee report, which it presents to the commission for its consideration.

**Motion** (Anania): that the TRUE Commission approves the CIP Committee's report for transmission to Council Member Boyer in response to her request to the commission to study this issue – **approved unanimously**.

#### Auditor's Report

Tommy Carter reported that the office had released three new reports as noted by Mrs. Lowe in the Audit Committee report earlier. #735, Payroll Disaster Recovery Report, is Council Auditor Kirk Sherman's first ever interim report, issued before it is complete because of the seriousness of the findings about the current state of data security and disaster preparedness plans. The report will be resumed and completed after the budget process is completed. #736, Police and Fire Pension Fund Audit, covered the internal operations of the PFPF administrative procedures (payroll, benefit calculations, fund disbursement, etc.), not the performance of the fund's investments or its unfunded actuarial liability. #737, Audit Follow-Up Report, reviews the results of past audits and whether the recommendations and suggestions for improvement have been implemented by the audited agencies. Mr. Sherman is disappointed with the amount of implementation for several of the audits, noting that there are still many recommendations left unaddressed or uncompleted. As mentioned last month, the City Council budget process will dominate the office for the next two months.

#### Old Business

Commissioner Lowe reminded the commission members of their requirement to adhere to the provisions of the Government in the Sunshine law as referenced in Audit #734 earlier in the meeting – minimum of 24 hours' notice before holding meeting, must be held in a public building, written minutes must be produced, members of a collegial body may not communicate with each other about the business of the body outside of a noticed meeting.

#### New Business

Commissioner Lowe suggested that it is once again time for a new commissioner orientation meeting for new members and older members who were not able to attend an earlier orientation session. Jeff Clements will poll the membership for a convenient date and time. A suggestion was made to try

August 21<sup>st</sup> immediately prior to the Performance Committee's 4:00 p.m. meeting since some commissioners may be at City Hall for that meeting.

Commissioner Comments

Commissioner Wendler noted that the Performance Committee will meet on August 21<sup>st</sup> to finalize its pension reform report and welcomed all comments and suggestions for improvement from the commission members to improve the document.

Commissioner Johnson stated that he opposed Commissioner Radlinski's earlier motion on the purchasing card audit recommendation because he needed more information before making an informed choice. There appear to be good arguments on both sides of the issue and he needed more time to consider the merits of both sides.

Public Comments

None

Chair's Comments

Chairman Andrews stated that the commission is increasingly active, is doing good work, and is raising its profile with the City Council and the administration. Participation is the key, and being a member of a committee or a study team is extremely valuable and worthwhile. There is much to be learned about how the city government operates, and lessons to be learned that will be valuable in the commissioners' private businesses as well.

Next meeting

The commission will meet next on Thursday, September 5<sup>th</sup> at 4:00 p.m.

There being no further business, the meeting was adjourned at 5:39 p.m.

Posted 9.11.13  
5:00 p.m.

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