



**JACKSONVILLE CITY COUNCIL**

**TRUE COMMISSION  
NEW COMMISSIONER ORIENTATION MEETING MINUTES  
May 24, 2011  
1:00 p.m.**

**City Council Conference Room B  
Suite 425, City Hall  
117 W. Duval Street**

**Attendance:** Marcella Lowe (Chair), Thomas Martin, Diane Brown, Gamal Lyons, Marc El Hassan and Ted Wendler

The meeting was called to order at 1:01 p.m. by Chairwoman Lowe who reviewed Ordinance Code Chapter 57, the TRUE Commission's legislative authorization. The commission has very broad powers and duties, some of which the commission currently performs and some of which it does not.

The following general points were made:

- Commissioners can investigate and collect information on a topic of interest on their own volition and don't need to ask the full commission's permission in advance.
- Council Auditor audits and reports are released on a regular basis and should be reviewed – they are a wealth of information on City government finances and operations. The TRUE Commission's Policies and Procedures Manual is a good source of information on the nuts and bolts of commission procedures.
- The Office of General Counsel has issued a legal opinion confirming that the TRUE Commission has broad authority to review and investigate the budgets and operations of the Constitutional officers as well as the City government proper.
- The commission is supposed to make quarterly and annual reports to the City Council via the Finance Committee. Formerly it reported to a stand-alone Audit Committee which no longer exists.

Staff was requested to send the list of current commissioners to all commission members after new members are appointed in June.

Ms. Lowe hoped the commission would revive and regularly use the audit evaluation report developed several years ago. She urged the commissioners to utilize their varied backgrounds to apply private sector business sensibilities to City government and to make suggestions for places to look for potential problems. The commission does not need to be audit-centered; there are many issues that deserve attention and a fresh set of eyes. Ms. Lowe stated that at the June commission meeting she would distribute copies of a previous audit report as an example of the commission's work and format. She noted that the commission has identified several issues in the past and made recommendations that have prompted corrective actions by the City, including the issuance of an executive order revising cash handling procedures.

In response to a question from Commissioner Brown about the relationship between the TRUE Commission and the City Council and the degree to which the Council or its committees look to the TRUE Commission for assistance and advice, Ms. Lowe indicated that it varied considerably from year to year depending largely on the attitude of the Council President and the Finance Committee Chair.

There being no further business, the meeting was adjourned at 1:55 p.m.

Jeff Clements, Chief  
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630-1405

Posted 6.10.11  
5:00 p.m.