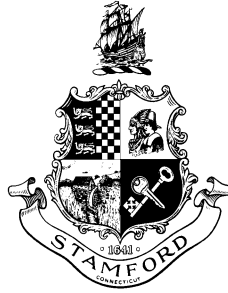


Minutes: August 24, 2017

DAVID R. MARTIN
MAYOR



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CHAIRMAN
MARY LOU T. RINALDI
VICE CHAIR
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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
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August 24, 2017

REPORT OF AUDIT COMMITTEE MEETING OF THE BOARD OF FINANCE HELD ON AUGUST 24, 2017

ATTENDEES: COMMITTEE CHAIR RICHARD FREEDMAN; BOARD OF FINANCE MEMBERS DUDLEY WILLIAMS AND DAVID KOORIS. ALSO IN ATTENDANCE WERE: DAVID YANIK, CONTROLLER; JAMES TRAVERS, TRANSPORTATION BUREAU CHIEF; AND GARRETT BOLELLA, TRAFFIC ENGINEER.

Chairman Freedman opened the meeting at 6:08 p.m. citing its purpose as a *Discussion on Possible Audit of City of Stamford Parking System*. He introduced James Travers, Transportation Bureau Chief, who, in turn, introduced Garrett Bolella, Traffic Engineer, who joined the department recently.

Mr. Travers detailed some observations of the management of the City of Stamford's parking system infrastructure and the possibility of an audit directed at generating comparables for similarly sized cities, identifying applicable best practices, and introducing benchmarks for measuring efficiency and productivity. He explained how revenue is generated, equipment currently being used, and potential updates needed from current practices, as well as the processes and procedures for collecting money and issuing tickets. He said an audit would review and assess the City's enforcement practices, citation processing, meter collections and handling, as well as other areas.

Mr. Travers solicited bids for this work and recommended that DIXON Resources Unlimited perform the audit.

Following questions from the members of the Board, Chairman Freedman authorized an audit of the City's parking operation.

[This meeting is on video.](#)

Richard Freedman, Audit Committee Chair

Sal Gabriele, Member

cc: Mayor David Martin
Michael Handler, Director of Administration
Kathryn Emmett, Director of Legal Affairs
Lou Casolo, City Engineer
Randall Skigen, President, Board of Representatives
Jay Fountain, Interim Director of OPM

David Yanik, Controller
Ernie Orgera, Director of Operations
Karen Vitale, Assistant Controller
Beverly Aveni, City Purchasing Agent
Donna Loglisci, City and Town Clerk