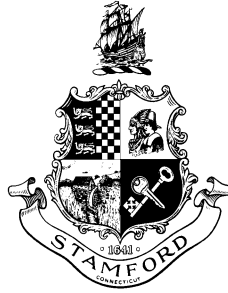


Minutes: August 24, 2017

**DAVID R. MARTIN**  
**MAYOR**



**BOARD OF FINANCE**  
RICHARD FREEDMAN  
CHAIRMAN  
MARY LOU T. RINALDI  
VICE CHAIR  
SAL GABRIELE  
DUDLEY N. WILLIAMS  
DAVID KOORIS  
SHELLEY A. MICHELSON

## **BOARD OF FINANCE**

STAMFORD GOVERNMENT CENTER  
888 WASHINGTON BOULEVARD  
P.O. BOX 10152  
STAMFORD, CONNECTICUT 06904-2152

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.](#)**

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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