



Las Vegas

Agenda Item No.: 7.

AGENDA SUMMARY PAGE
AUDIT OVERSIGHT COMMITTEE MEETING OF: DECEMBER 6, 2007

DEPARTMENT: CITY AUDITOR'S OFFICE
DIRECTOR: RADFORD SNELDING

Consent Discussion

SUBJECT:
Discussion and possible action on a request from the Director of Finance and Business Services to perform a review of Parking Ticket Collections

Fiscal Impact:

- No Impact Augmentation Required
- Budget Funds Available

Amount:
Funding Source:
Dept./Division:

PURPOSE/BACKGROUND:

Mark Vincent, Director of Finance and Business Services, requested the City Auditor's Office perform a review of Parking Ticket Collections. Because time was of the essence, permission to work on this project was tentatively given by the Chairman and Vice Chairman of the Audit Oversight Committee contingent on ratification by the entire committee at this meeting.

RECOMMENDATION:

Approval

BACKUP DOCUMENTATION:

None

Motion made by PAUL WORKMAN to Approve ratification of the request to perform a review of Parking Ticket Collections

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1
JOSE TRONCOSO, MICHAEL W. KERN, PAUL WORKMAN, STEVE WOLFSON; (Against -None); (Abstain-None); (Did Not Vote-None); (Excused-LARRY BROWN)

Minutes:

Mr. Snelding reported that Director of Finance and Business Services Mark Vincent requested the City Auditor to perform a review of parking ticket collections. Due to time constraints, permission to work on this project was tentatively given by Chairman Kern and Vice-Chairman Brown, contingent upon ratification by the entire Committee at this meeting.

In response to Member Wolfson's query, Mr. Snelding was not sure why Mr. Vincent requested the audit. However, Financial Services Manager Venetta Appleyard responded that there were some discrepancies in their process and procedures. The audit would assist in determining if these discrepancies were isolated or deal with training issues throughout the entire unit.

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Member Wolfson also asked if this was an audit or review of process. Mr. Snelding replied that staff is utilizing CAD techniques to review all transactions, set criteria and obtain information. Deputy City Marshall Coleen Rauh added that their department processes parking tickets only; moving violations are handled in Municipal Court.

Member Troncoso recalled a huge report entailing unpaid parking tickets resulting in millions of uncollected dollars. Ms. Appleyard replied the goal is to reduce that number while improving the process with this audit.

Bruce Snyder, General Counsel-Las Vegas City Employees Association (LVCEA), pointed out that the LVCEA does not object to the audit, with the purpose of improving City operations and rightfully collecting monies owed. However, one employee was disciplined for allegedly waiving late fees and whether or not this violated City policy. The concern is that most of the allegations were over a year old, which is beyond the 90 days allowed per the Collective Bargaining Agreement. The LVCEA would object to the audit being used in this manner towards other employees, as there is no indication that any employee was attempting to hide anything or act against policy.

Chairman Kern appreciated Mr. Snyder's concerns and responded that the purpose of the City Auditor is to give a historic review and identify discrepancies then bring to the Audit Committee. Thereafter, the information is forwarded to the appropriate department to handle; anything relative to implementation of discipline processes is beyond the scope. Mr. Snyder added that once the report is issued, it is hoped that it would not be used by management for past incidents. Chairman Kern emphasized that the scope of the City Auditor's program is to identify those deficiencies that exist so the respective departments can improve the system and correct what is wrong.

Chairman Kern asked what is the current outstanding balance. Ms. Appleyard was unaware of the outstanding balance but noted that one policy has been instituted that has allowed staff to collect \$150,000 within the past six months. In addition, staff is also in the process of reviewing their collection agency to get a better track record on traffic citations older than 90 days.

Chairman Kern questioned if there is a trend where these parking tickets occur and if the ability is there, electronically, to identify outstanding tickets and where the tickets are issued. Internal Auditor Philip Marmurowski was unsure but added that staff will do so if the ability is there. Member Wolfson also inquired about the costs involved and possibly having a report prepared for the next meeting. Member Troncoso was in agreement, as he believed this to be a very serious and huge problem. Mr. Snelding concurred with Member Wolfson's request.

Member Wolfson asked if warrants are issued for a person's arrest when parking tickets are not paid. Ms. Appleyard replied that a warrant is not issued but a boot can be placed on the vehicle and the traffic ticket can be isolated to reflect if it is a repeat offender. In addition, the Department of Motor Vehicles is notified of any parking tickets prior to vehicle registration. Member Wolfson preferred having further discussion relative to parking and traffic tickets, as he

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is aware that a ticket issued in April with a return court date in August or September, could possibly have no resolution until January.

Mr. Snelding stated there is a big interest on this issue. He explained to Member Wolfson that, in his opinion, a review has more of a limited scope; an audit has a broader scope relative to a performance audit. Chairman Kern suggested reconsidering terminology on review versus an audit, especially since the consensus is to delve more into these issues particularly on agreed upon procedures. Given the time involved, Chairman Kern deferred to Mr. Snelding for recommendations in which he felt would be appropriate. Mr. Snelding commented that as of January 1, 2008, there is a new revision in the General Accountability Office's yellow book and staff will review.

In closing, Chairman Kern agreed with Member Wolfson's previous comments regarding traffic tickets. Assistant City Attorney Redlein stated that traffic tickets are considered civil infractions, so vehicles can be immobilized. Member Wolfson clarified his reason for inquiry, as the request is for a review, but Mr. Snyder stated his objection was to an audit. With that, he noted individuals do use the terminology interchangeably.

