

REPLY AND IMPLEMENTATION SUMMARY
FOLLOW-UP REVIEW OF WAIVER OF BOOT FEE AND OTHER FINES ENFORCEMENT ISSUES

| RECOMMENDATION | RESPONSE | CURRENT STATUS | IMPLEMENTATION DATE | AUDITEE COMMENTS |
|---|-----------------|----------------------------|----------------------------|---|
| 1. We recommend that the Parking Bureau immediately formalize its long-standing and unwritten practices regarding the waiver or voiding of parking citation fees for law enforcement and any other parties that may have special treatment. | Concur | Planned for implementation | February 2002 | A written policy stating specifically that only the Parking Bureau Chief or his designee may approve waived or voided parking citations, is being prepared. |
| 2. We recommend that any waivers or voids of parking citation fees not identified in written policy be formally approved by the Parking Bureau Chief after reviewing appropriate documentation showing the need for the waiver or void. | Concur | Implemented | February 2002 | All waivers or voids are approved by Parking Bureau Chief. |