



## **CITY OF COMMERCE AGENDA REPORT**

**TO:** Honorable City Council **Item No. \_\_\_\_\_**

**FROM:** City Administrator

**SUBJECT:** A Resolution Approving an Agreement with Data Ticket, Inc.

**MEETING DATE:** **SEPTEMBER 5, 2017**

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### **RECOMMENDATION:**

That the City Council approve a Resolution approving an Agreement with Data Ticket, Inc., to provide services of processing parking citations issued by the City of Commerce.

### **ANALYSIS:**

The City received notification that JDS Inc. will no longer be in business and will therefore no longer be able to process parking citations issued by the City. City staff was notified that Data Ticket, Inc. would take over the services of receiving the citations from the City, processing them into their computer system, and collect the citation fines from vehicle owners. The Agreement will cover a five year period beginning the date of the last signature on the Agreement. The Agreement will automatically renew for additional one year periods.

The services provided by Data Ticket, Inc. are crucial to the overall processing of issued citations. Data Ticket, Inc. will be responsible for receiving the citations from the City, processing them, and collecting the fines from the citation recipient. They will also handle citation disputes from vehicle owners and coordinate an appeal meeting between City Public Safety staff and the citation recipient. Data Ticket, Inc. will also work with the Department of Motor Vehicles to communicate when a motorist has paid the citation or to release any holds on the motorist's driving record.

### **ANALYSIS:**

The City is not adequately equipped or prepared to handle this function without outside assistance. In order to avoid disruption in services, it is important that the City begin the Agreement immediately with Data Ticket, Inc. The Agreement was reviewed and approved as to form by the City Attorney.

**FISCAL IMPACT:**

Expenditures for the proposed activity are dependent on the amount of citations processed each month by Data Ticket, Inc. It is unpredictable as to how many citations will be issued each month. In general, the impact should be very close to what we have had to pay with JDS in the past. The proposed activity can be absorbed within current budget limitations for the remainder of the fiscal year.

**RELATIONSHIP TO STRATEGIC PLAN:**

This matter is applicable to the following Strategic Focus Area and Guiding Principle: Community Quality of Life – Guiding Principle 4: Support and evaluate community services, programs and events that promote healthy and quality lifestyles for our residents. Enhance public safety and social services through innovative programs that meet the needs of the residential and business communities.

Recommended by: Laura Tilley, Public Safety Manager, Public Safety Manager

Reviewed by: Vilko Domic, Director of Finance

Approved As To Form: Eduardo Olivo, City Attorney

Respectfully Submitted: Matthew C. Rodriguez, Interim City Administrator

**ATTACHMENT:**

1. Resolution
2. Agreement