



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

Adopt resolution amending the revised and restated Master Fee Schedule to include a convenience fee for parking citations in the Police Department Fee Schedule – con't from 1/29/08

RECOMMENDED MOTION:

Adopt resolution amending the Master Fee Schedule to include a convenience fee for parking citations

SUMMARY

On January 29, 2008, Council discussed and approved an agreement with the City of Inglewood to provide for citation management services. Associated with the approval of the Professional Services Agreement with the City of Inglewood was a resolution to add a convenience fee.

The resolution adoption was inadvertently not addressed at the City Council meeting of January 29.

BACKGROUND

As was noted in the staff report for the January 29 meeting, "the proposed parking citation management system will allow parking citation recipients the opportunity to pay their fee through an Integrated Voice Response Payment System (IVR) as well as through an Internet Payment Service (via the City of Sausalito web site). Both of these features are new attractions that were not offered to the City's customers prior to this agreement. Both of these services will require the City of Sausalito to charge the customers a 'convenience fee' of \$3 per transaction to cover the costs of this service. This charge is a common charge for this service."

ISSUES

By adoption of the agreement with the City of Inglewood, the City of Sausalito has agreed to these services. If the resolution is not adopted, the \$3 service fee must be absorbed in the citation bail, thus losing the anticipated revenues of the full fine.

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FISCAL IMPACT

By adopting the "convenience fee" for those who wish to pay by telephone or internet, it will help to offset the increased cost.


STAFF RECOMMENDATIONS

Adopt the resolution amending the Revised and Restated Master Fee Schedule to add a convenience fee.

ATTACHMENTS

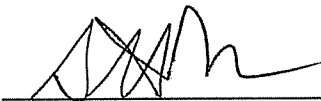
- 1. Draft resolution

PREPARED BY:




Debbie Pagliaro
Assistant to the City Manager

Reviewed by (Department Head):




Scott Paulin
Police Chief

Reviewed by (Finance Director)



Louise Ho
Finance Director

SUBMITTED BY:



Adam W. Politzer
City Manager

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
ADOPTING A REVISED AND RESTATED MASTER FEE SCHEDULE**

WHEREAS, on July 15, 2003 the City Council adopted a revised and restated Master Fee Resolution No. 4659; and

WHEREAS, on October 21, 2003 the City Council adopted a revised and restated Master Fee Resolution No. 4650; and

WHEREAS, on July 27, 2004, the City Council adopted a revised and restated Master Fee Resolution No. 4727; and

WHEREAS, on June 28, 2005, the City Council adopted a revised and restated Master Fee Resolution No. 4787; and

WHEREAS, the City Council amended the Master Fee Resolution on May 24, 2005 to establish the fees for pay per space parking in Municipal Lot 2; and

WHEREAS, on July 25, 2006, the City Council adopted a revised and restated Master Fee Resolution No. 4851; and

WHEREAS, on September 5, 2006, the City Council adopted a revised and restated Master Fee Resolution No. 4854; and

WHEREAS, on October 14, 2006, the City Council adopted a revised and restated Master Fee Resolution No. 4864; and

WHEREAS, on May 15, 2007, the City Council adopted a revised and restated Master Fee Resolution No. 4895; and

WHEREAS, on July 24, 2007, the City Council adopted a revised and restated Master Fee Resolution No. 4914; and

WHEREAS, it is the policy of the City Council of the City of Sausalito to review and amend as required the Master Fee Schedule when fees are changed or corrections and/or clarifications need to be made to the Schedule; and

WHEREAS, the Master Fee Schedule with several recommended modifications as follows is attached hereto as Exhibit A:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sausalito does hereby:

1. Adopt a revised and restated Master Fee Schedule as attached hereto as Exhibit A; and
2. Leave in full force and effect any other fees or fines adopted by the City of Sausalito.

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PASSED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito on the 10th day of April, 2008, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Mayor of the City of Sausalito

ATTEST:

Deputy City Clerk

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Exhibit A

POLICE DEPARTMENT FEES
Effective 01/30/08
Resolution No.

Internet Payment Convenience Fee \$3 per transaction

IVR Convenience Fee \$3 per transaction
(Integrated Voice Response Payment System)

