



## CITY COUNCIL MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** David Niedert – Police Chief

**DATE OF MEETING:** June 10, 2024

**ITEM TITLE:** Municipal Infractions Collections Contract

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### **BACKGROUND:**

This item was discussed at the June 3, 2024, City Council Work Session.

Staff has met with Sensys Gatso representatives regarding unpaid Municipal Infractions resulting from the traffic cameras in town. As we discussed options to obtain payment, we concluded that it would be best to hire a collection agency to attempt to collect these amounts. We then met with ARC Management Group, which is a full-service collection agency headquartered in Kennesaw, GA.

The proposed contract, sample Validation Notice, sample Subsequent Notice, and Sample Validation Notice are attached to this item for review.

The contract states that funds received would be subject to a fee of 25%, meaning the City would receive 75% of any collected funds minus any attorney's fees or court costs advanced by ARC.

### **DISCUSSION:**

Staff would like to move forward with approving this contract so that the previous approximately one year's worth of unpaid Municipal Infractions resulting from traffic cameras can be sent to ARC Management for collection.

### **RESULTS:**

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Support and Empower Workforce and Engaging and Catalyzing Community. This item helps achieve that vision by supporting the workforce through the collection of fees due to the City, and engaging the community through ensuring that laws are followed thereby protecting the public safety and welfare of our community.

### **FINANCIAL CONSIDERATION:**

There is no cost to enter into this contract, and it should increase revenues to the City by collecting on infractions that have otherwise not been collected.

### **RECOMMENDATION:**

Staff recommends a motion to authorize the City Manager to sign the contract with ARC Management Group.