

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



3-35

On motion of Supervisor Jeffries, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the recommendation from Environmental Health regarding Ratify and execute Amendment No. 7 to the Agreement with Data Ticket for Citation Processing and Hearing Officer Services from January 1, 2017 to June 30, 2018, is deleted.

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on July 25, 2017 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors
Dated: July 25, 2017
Kecia Harper-Ihem, Clerk of the Board of Supervisors, in
and for the County of Riverside, State of California.

(seal)

By: _____

Deputy

AGENDA NO.
3-35

xc: Environmental Health

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
3.35
(ID # 3888)

MEETING DATE:

Tuesday, July 25, 2017

FROM : ENVIRONMENTAL HEALTH:

SUBJECT: ENVIRONMENTAL HEALTH: Ratify and execute Amendment No. 7 to the Agreement with Data Ticket for Citation Processing and Hearing Officer Services from January 1, 2017 to June 30, 2018. [All Districts] 100% Department Revenue.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and execute Amendment No. 7 to the revenue generating service agreement with Data Ticket, Inc. for Citation Processing from January 1, 2017 to June 30, 2018.

ACTION: Policy


Steve Van Stockum, Director Environmental Health 6/7/2017

MINUTES OF THE BOARD OF SUPERVISORS

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Private Party Citation Costs			Budget Adjustment:	No
			For Fiscal Year:	16/17 – 17/18

C.E.O. RECOMMENDATION: APPROVE

BACKGROUND:

Summary

The Environmental Health Department issues administrative citations pursuant to the ordinances of the County of Riverside and the State of California. Over the years, it has proved more efficient and cost effective for the Department to contract with a vendor for citation processing and associated administrative reviews and hearings.

Since 2001, Data Ticket Inc. ("Data Ticket") has received and processed administrative citations and all delinquent notices and fines for administrative citations. Data Ticket receives payments through the mail from or on behalf of property owners, and/or otherwise responsible parties for payment of citation(s). All such monies are deposited in the County's financial institutions and branch designated by the County. Data Ticket provides audit reports monthly and annually, indicating the number of cases processed and monies received and distributed to the County. Data Ticket Services also acts as the administrative hearing officer for administrative citations and schedules court dates when a cited party appeals an administrative hearing officer decision. Data Ticket also provides the processing of fines, as well as collections from the Franchise Tax Board in connection with the issuance of citations.

Impact on Residents and Businesses

Environmental Health works with individuals and business owners on 'compliance first' based on strategies to achieve voluntary compliance. Where enforcement does become necessary as the best available recourse to deal with health and safety issues, there is a need to recover enforcement cost. This will assist with funding Environmental Health services.

SUPPLEMENTAL:

Additional Fiscal Information

Data Ticket services for citation processing and hearings is funded by collected citation revenue and the utilization of their additional third party collection effort will be funded from a percentage of the citation fees paid by the recipient of the citation. Therefore, no additional General Fund support is needed to provide this added service.

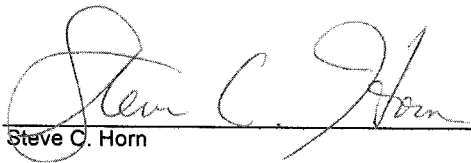
Contract History and Price Reasonableness

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
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Data Ticket is the only vendor to provide both citation processing and associated administrative hearings. This service has been efficient and cost effective for Environmental Health.

ATTACHMENTS:

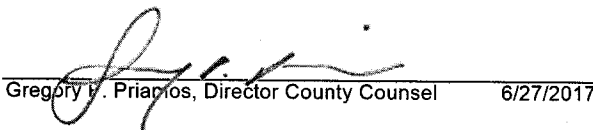
ATTACHMENT A. Amendment No. 7 to the Agreement


Steve C. Horn

6/29/2017


Lisa Brandl, Director of Purchasing and Fleet Services

6/27/2017


Gregory V. Priamos, Director County Counsel

6/27/2017