

October 22, 2019

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON RESCINDING RESOLUTION NO. 21,759 AND AUTHORIZING THE CITY MANAGER TO RE-ESTABLISH THE CITY'S CORPORATE CREDIT CARD ACCOUNT TO BE UTILIZED SOLELY AND EXCLUSIVELY FOR APPROVED CITY BUSINESS INCLUDING BUT NOT LIMITED TO PAYMENT OF MANDATORY ELECTRONIC COURT FILING FEES

SUMMARY

This resolution rescinds Resolution No. 21,759 which established a City of Compton corporate credit card account and authorizes the City Manager to re-establish the City's corporate credit card account to be utilized solely and exclusively for approved City business including, but not limited to, the payment of mandatory electronic court filing fees.

BACKGROUND

On October 11, 2005, the City Council adopted Resolution No. 21,759 authorizing the City Manager to establish a corporate credit card account to conduct City business.

The City has a corporate credit card account with American Express. Currently, the City Manager is authorized to use the City's corporate credit card account, with a maximum credit limit of \$50,000, to conduct City business that includes authorized travel expenses and emergency situations where the timely provision of equipment or supplies may be critical.

STATEMENT OF THE ISSUE

The conduct of City business relative to use of the City's corporate credit card is not limited to travel and emergency situations, but includes all aspects of City business activity wherein the use of a credit card is necessary to conduct transactions related to City operations on an as required and/or necessary basis.

On December 3, 2018, the Los Angeles County Superior Court implemented a mandatory Electronic Filing System for all court documents which requires the use of a credit card for payment of court filing fees. Moreover, other state and federal courts currently utilize,

**Staff Report – Rescinding Resolution No. 21,759 and Authorizing
City Manager To Re-Establish Corporate Credit Card to Include
Electronic Court Filing Fees
October 22, 2019, Page 2**

or may utilize in the future, electronic filing systems where use of a credit card to pay filing fees is required. The City Manager desires to include, as an additional authorized use of the City's corporate credit card account, the electronic filing fees required to file documents with any state or federal court.

FISCAL IMPACT

The fiscal impact resulting from the adoption of this resolution is limited to the \$50,000 dollar spending limit as well as current budget allocations.

RECOMMENDATION

The City Manager's Office recommends that City Council adopt this resolution.

**CRAIG J. CORNWELL
CITY MANAGER**