

CITATION PROCESSING



November 17, 2025

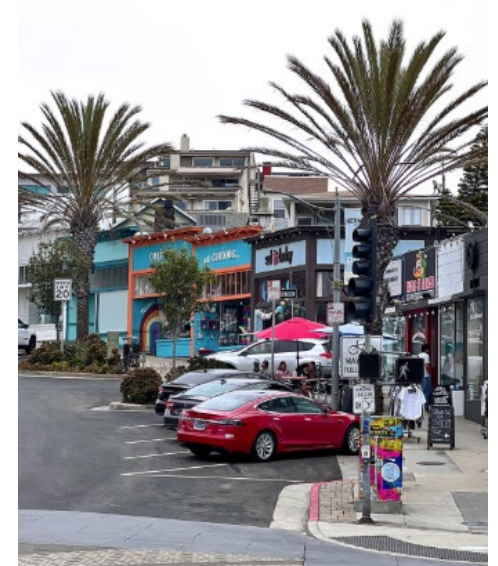
Background

- January 14, 2025: Council approved 3-year contract with Turbo Data Systems for parking program management.
- Cloud-based parking and citation management system implemented.
- Improvements: streamlined workflows, online permitting, real-time enforcement.



Increased Parking Citation Activity

- 2025 YTD (Oct): 43,695 citations — **28.82%** increase over 2024.
- 2025 total already **exceeds 2024 full-year total** (41,717).
- Nearly **\$30,000** recovered via Turbo Data collections in two months.
- Higher enforcement activity → increased revenue.



Administrative Citation Management

- Current process is manual, multi-department, labor-intensive.
- Automation reduces staff time (45–75 min per citation).
- Expected collection increases from 70% → 90%.
- Annual additional revenue: \$11,000+.
- Program cost: \$4,600/year; Net benefit: \$17,000–\$22,000 per year.



Integration with Parking Meters & ALPR

- Adds real-time data sharing between systems.
- Benefits: faster enforcement, improved accuracy, higher revenue recovery.
- Costs: \$6,000 one-time + \$3,000 annual maintenance.



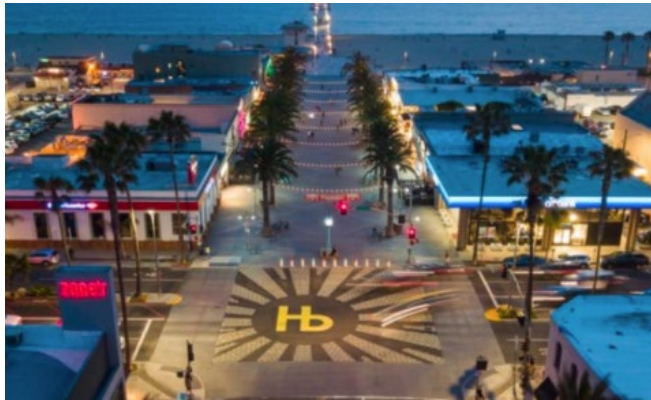
Fiscal Impact

- Contract increase: +\$58,834 (new total: \$280,200).
- Cost categories (2 years):
 - ✓ Admin Citation Processing: \$9,200
 - ✓ ALPR/Meter Integration: \$12,000
 - ✓ Additional Processing/Collections: \$37,634
- Increase funded through higher citation revenue.



Conclusion

- Amendment supports modernization of enforcement systems.
- Improves efficiency, accuracy, and revenue recovery.
- Staff recommends approval of the contract amendment.



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