

November 12, 2019

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY ATTORNEY

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 PAYMENT OF FEES REQUIRED TO ACCESS THE MANDATORY ELECTRONIC FILING SYSTEMS FOR STATE AND FEDERAL COURTS

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 the payment of fees required to access the mandatory electronic filing systems for state and federal courts.

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, but is not limited to, 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 which requires the use of a credit card to process the filing of all court documents. Approximately 95% of current state cases where the City is a party were filed in the Los Angeles Superior Court. Moreover, other state and federal courts currently utilize, or may utilize in the future, electronic filing systems where use of a credit

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card to file documents is required. The City Manager desires to include, as a specific authorized use of the City’s corporate credit card account, the fees required to electronically file documents with any state or federal court. Including this use of the City’s corporate credit card account in this resolution as a specific business activity will not require the issuance to the City of any additional cards by American Express, or for the existing card to be used by anyone other than the City Manager.

FISCAL IMPACT

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

RECOMMENDATION

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

**DAMON M. BROWN
CITY ATTORNEY**

APPROVED FOR FORWARDING:

**CRAIG J. CORNWELL
CITY MANAGER**