

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: CHAD HEISER SERGEANT
POLICE DEPARTMENT
PAM LORENCE, ADMIN ANALYST
SUBJECT: APPROVAL OF THE TOW VENDOR FRANCHISE LIST FOR
POLICE GENERATED TOW OPERATIONS

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Police Department that the Council, by resolution: 1) grant police generated vehicle tow franchises to the tow operators identified in Exhibit A to the resolution; 2) authorize tow agreements with these franchisees in substantially the same form as Exhibit B to the resolution, subject to approval as to form by the City Attorney; and, 3) authorize the Chief of Police or designee to execute the tow agreements.

EXECUTIVE SUMMARY

The current tow vendor franchise agreement expires on August 31, 2018. The approval of the new tow vendor franchise list will be for a term of five years and will provide the police department with a rotation tow list to provide tow services to remove stopped, standing, parked and hazardous vehicles from public streets, roads and private property.

BACKGROUND

1. On July 20, 2004, the City adopted an ordinance authorizing the Council to grant franchises to one or more tow operators for police generated tow services and requiring the payment of a franchise fee to cover the cost of the program.
2. Tow operators placed on the City's Rotation Tow List are permitted to provide tow services to remove stopped, standing, parked, and hazardous vehicles from public streets, roads and private property. Qualified tow operators provide this service on a rotating basis. They also provide qualified storage facilities.
3. Police Department staff is responsible for insuring compliance with the law and the tow agreement, collecting CHP 180 (tow report) forms from employees and

APPROVAL OF THE TOW VENDOR FRANCHISE LIST FOR POLICE GENERATED
TOWS
PAGE 2 OF 3

confirming forms are properly completed, and insuring notifications are mailed out as required by the California Vehicle Code.

4. The Franchise Agreement for Vehicle Tow Services with current tow franchisees was approved by City Council and will expire on August 31, 2018.

PRIOR CITY COUNCIL REVIEW

On January 9, 2018, the City Council, by Resolution No. RES-2018-006, approved the addition of two vendors to the franchise tow list.

On August 29, 2017, by Resolution No. RES-2017-164, approved the second one-year extension of the term of tow vendor franchises.

On August 30, 2016, the City Council, by Resolution No. 28850, approved the tow vendor franchise list and revised the franchise fees to \$300 per vendor.

ANALYSIS

The Police Department has been utilizing franchise tow agreements since 2004. These franchise tow companies are put on a rotation tow list which has proven to be very successful in providing fast, reliable service to remove stopped, standing, parked and hazardous vehicles from public streets, roads and private property. Without this approved franchise tow list the department would not be able to complete these in as timely of a manner. The department has an average of 180 vehicles towed per month.

FISCAL IMPACT

The approval of this action has very little impact to the General Fund. The majority of the charges for the tows being performed under this franchise tow agreement will be paid by the owner/operator of the towed vehicle(s). Each contractor on the franchise tow list has a maximum of \$5,000 that can be paid by the City over the five year term of the agreement. These funds are in the current Fiscal Year 2018/2019 budget, approved by Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

APPROVAL OF THE TOW VENDOR FRANCHISE LIST FOR POLICE GENERATED
TOWS
PAGE 3 OF 3

Not Applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution/ Exhibit A – Franchise Tow Vendor List/ Exhibit B – Franchise Tow Agreement

CONTACT

Pam Lorence, plorence@srcity.org x3577