



MEMORANDUM

To: Mayor and City Council

From: Vanessa Tarver, Financial Relationships Group Manager
Kim Tiehen, Director of Strategic Financial Engagement

Date: March 11, 2025

Reference: Consider approval of a Resolution amending Resolution No. 010996.3, amending the Master Fee Schedule for Credit Card Fees specifically for Municipal Court Transactions to 3.95%; and authorizing the Mayor to sign.

2040: Sustainable Government

Introduction:

The purpose of this agenda item is to seek approval to amend the Master Fee Schedule for credit card fees charged by the Municipal Court from 3% to 3.95%, which will maintain the service standards currently in place.

Background:

Tyler Technologies will no longer support the current vendor for our credit card processing. The Municipal Court was left with two options:

- 1) Switch to a new vendor (AMS/CORE).
 - a. Leaves credit card fees at its current amount of 3%.
 - b. Requires the utilization of a Batch File Exchange for payment posting (manual process).
- 2) Switch to the Tyler Technologies supported product, Tyler Payments.
 - a. Increases credit card fee to 3.95%.
 - b. Leaves current, fully automated process in effect.

Currently, when defendants pay online or in person, the system automatically clears their warrant in real time. This process is fully integrated with our court software, North Texas Emergency Communications Center (NTECC), and the state Regional Warrant System, ensuring immediate updates across all these systems. Without this automated process, the staff must manually post daily batches of payments during working business hours.

This means:

- If a defendant is arrested over the weekend, their warrant payment/clearance would not be processed until the next business day.
- Individuals who should be released may remain in custody unnecessarily, leading to potential legal and ethical concerns.
- Staff must dedicate additional time to processing payments instead of focusing on other critical tasks.
- No longer have automated and integrated payment system for real time updates to case statuses

Benefit to the Community:

The proposed fee increase will allow the court to maintain a streamlined, fully automated, and integrated system. All the benefits that users of the Court System experience now will still be experienced with the proposed change to Tyler Payments.

Legal Review:

Agenda item was reviewed by Legal as part of the agenda process.

Fiscal Impact:

No fiscal impact resulting from this change.

Recommendation:

The Strategic Financial Engagement and Municipal Court Departments recommend approval of this item.