



DISTRIBUTION DATE: 12/7/11

MEMORANDUM

City Administrator's Office

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Arturo M. Sanchez

**SUBJECT: TAXI VEHICLE PERMIT
(MEDALLION) FEE
PAYMENT PROCESS**

DATE: December 7, 2011

City Administrator
Approval

Date

12/07/11

INFORMATION

Due to the recent increase in fees to the Taxi Vehicle Permit (Medallion) Fee to the Master Fee Schedule adopted by the City Council, taxi companies have requested the possibility to make the payments pursuant to an installment plan. The City Administrator has determined that the taxi companies may make annual permit payments in quarterly installment payments in lieu of one lump sum payment for the annual vehicle permit (medallion) renewal fees subject to the following conditions:

The Permittee(s) enter into an annual installment payment agreement that sets out a payment schedule of 4 payments. For 2012, each installment is payable by or before:

December 19th, 2011;
March 31st, 2012;
June 30th, 2012; and
September 30th, 2012.

The Permittee(s) must agree that if for any reason they default on any installment, they immediately forfeit their right to the permit (medallion) without the need for further city action, and they will immediately return them to the City of Oakland.

The Permittee(s) may still choose to make annual lump sum payments for their medallions. Permittees are now being informed by the Special Business Permit staff of this option in advance of the medallion renewals which occur annually in December.

If you have questions, please contact Arturo Sanchez at (510) 238-7542

Respectfully submitted,

ARTURO M. SANCHEZ
Assistant to the City Administrator

CITY of OAKLAND
City Administrator's Office



CITY HALL • 1 Frank H. Ogawa Plaza • 11th FLOOR • OAKLAND, CALIFORNIA 94612

Arturo M. Sanchez,
Assistant to the City Administrator

TTY/TDD (510) 238-2007
Main FAX (510) 238-7084
Voicemail (510) 238-7542

December 5, 2011

Dear Permittee:

Please be advised that the City Administrator has determined that she will allow for taxi companies to make Vehicle Permit Fee payments in installments given the recent increase in fees to the Taxi Vehicle Permit (Medallion) Fee to the Master Fee Schedule adopted by the City of Oakland.

If you elect to avail yourself of this option, the 2012 Vehicle Permit Fees are to be paid in quarterly installment payments in lieu of one lump sum payment for the annual permit (medallion) renewal fees. This payment schedule is contingent upon you signing an acknowledgement/agreement that sets out a payment schedule of 4 payments for 2012, each installment payable by or before:

December 19th, 2011;
March 31st, 2012;
June 30th, 2012; and
September 30th, 2012.

In addition you must agree in writing that if for any reason you default on any installment, you will have forfeited your right to the vehicle permit (medallion) without the need for further city action, and must immediately return the Vehicle Permit (Medallion) to the City of Oakland. However, you may still choose to make one lump sum payments for your medallion(s). Please contact Ms. Jasmine Chan at (510) 238-6914 immediately if you elect to accept the payment schedule.

Sincerely,

ARTURO M. SANCHEZ
Assistant to the City Administrator
City Administrator's Office

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**2012 MEDALLION RENEWAL PAYMENT SCHEDULE
ACKNOWLEDGMENT/AGREEMENT**

DATE: _____

NAME of Permittee (individual or Corporation): _____

RE: Election to accept payment schedule and conditions in lieu of lump sum payment

I, _____, do hereby elect and accept, as the permittee or agent for the permittee, the option to pay the permittee's 2012 Vehicle Permit (Medallion) Fees in quarterly installment payments in lieu of one lump sum payment for the annual vehicle permit (medallion) renewal fees. Payment of the 2012 Vehicle Permit (medallion) Fees shall be made in 4 payments, with each installment payable by or before:

December 19th, 2011;
March 31st, 2012;
June 30th, 2012; and
September 30th, 2012.

The Permittee agrees and understands that the renewal of these vehicle permits is contingent upon timely payments made on or before the close of business on the days as detailed above and that if they should default on any installment, regardless of the reason, they will have forfeited their right to the vehicle permit (medallion), without the need for further city action. If Permittee should forfeit their right they agree and understand that they must immediately return the Vehicle Permit (Medallion) to the City of Oakland.

(Print Name of Permittee)

(Signature of Permittee or Agent)

Date