

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: May 28, 2015**

SUBJECT: ADOT MVD Electronic Data Access Agreement Renewal

SUBMITTING DEPARTMENT: Town Clerk/Risk Management

PREPARED BY: Diane Russell, Town Clerk/Risk Manager

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Joint Letter of Renewal & Cover Letter

SUMMARY/BACKGROUND: The Town Clerk is tasked with checking the driving records of all Town of Prescott Valley employees annually. Because the Arizona Department of Transportation (ADOT) Motor Vehicle Division has gone strictly to electronic access of those records, each municipality must file an application for access to state records AND sign an agreement with ADOT MVD to do so. Staff requested and received approval to enter an agreement with ADOT for such access at its May 14, 2009 regular meeting.

On January 14, 2010, an amendment was made to the agreement under the Data Privacy section to delete the requirement to contact MVD for its intervention “in the event that a request for the disclosure of confidential and/or personal information” is made as it relates to Arizona Public Records Law. Then, on February 11, 2011, an amendment was made to add a section pursuant to A.R.S. §35-391.06 and §35-393.06 certifying that the Town does not have a scrutinized business operation in Sudan or Iran.

The agreement is now due to expire so the Council is being asked to consider extending it (as it currently reads) for an additional three (3) years.

OPTIONS ANALYSIS: Mayor and Council may approve a 3-year extension of the agreement OR decline to approve the extension.

ACTION OPTION: Approving an extension of 3 years for the Database Access Agreement with the Arizona Department of Transportation, Motor Vehicle Division allowing electronic data access to driving records. **VOTE.**

RECOMMENDATION: Staff recommends extending the agreement with ADOT MVD allowing electronic data access to driving records.

FISCAL ANALYSIS: There is no fiscal impact anticipated by this action.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____