



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: April 10, 2018

TO: Mayor and City Council

FROM: Brian G. LeBrun, Deputy City Manager - Finance

SUBJECT: Ordinance Change Title I, General Code, Chapter 2, Finance, Article 2-4
Payment of Debts Due the City

Recommendation

Accept this report and set the attached ordinance change for a public hearing on June 11, 2018.

Background

This ordinance has not been revised since August, 1982. From time to time the Finance Department reviews ordinances to reflect changes in business practices.

Discussion

This proposed ordinance change will accomplish several things.

1. It will eliminate the small bills charge of \$.50 (Article section 2-4-6 – Finance Charges – Small Bills) and apply the same finance charge to all past due invoices, that are not already addressed by statute or other ordinances.
2. It will change the title embedded in the ordinance from Controller to the current Assistant Finance Director.
3. It will clarify the amount that the Assistant Finance Director will have authority to “write off” from \$50 to \$100.
4. It will add that any unpaid bills or finance charges of more than \$100 may only be canceled by the City Manager or Deputy City Manager – Finance.

These changes will bring this portion of the ordinance to reflect today’s business practices.