

AN ORDINANCE NO. 20-23

Amending § 30-3 of Chapter 30, Finance, of the Colonial Heights City Code, to require the Director of Finance to levy a convenience fee whenever a person uses a debit or credit card to pay the City for non-utility related charges; and adding a new § 30-3.1 to Chapter 30 that authorizes the City Manager to waive such fee during an emergency or disaster.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. Chapter 30, Finance, of the Colonial Heights City Code, is amended as follows:

§ 30-3. Powers and duties of Director of Finance.

The Director of Finance shall have general management and control of the functions of the Department of Finance and shall have the power to make rules and regulations consistent with the Charter and this Code and other ordinances of the City for the conduct of its business. He shall have charge, subject to the direction and control of the City Manager, of the administration of the financial affairs of the city, except those of the School Board, unless otherwise specified by law, and to that end he shall have the authority and be required to:

N. Levy a convenience fee whenever a person uses a credit or debit card the Director accepts to pay the City or any of its departments. The convenience fee shall be levied regardless of whether the credit or debit card transaction occurs at a City-owned facility or at another location. The convenience fee shall not exceed the amount charged to the City by any means for acceptance of any payment or the amount negotiated and agreed to in a contract with the City, whichever is less. Provided however, that no such convenience fee shall be levied when a person uses an accepted credit or debit card to pay his City utility bill.

§ 30-3.1. Waiver of convenience fee.

The City Manager shall have the authority to waive the convenience fee referenced in Paragraph N of Section 30-3 during the time that the Director of Emergency Services has declared, and the City Council has confirmed, that an emergency or a disaster exists in the City.

2. This ordinance shall be in full force and effect upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney