



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: June 15, 2021

ITEM: (First Reading, Ordinance 21-16) To amend chapter 273-43 pertaining to collection of city vehicle licenses and taxes.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for first reading of requested changes.

BACKGROUND:

At the May 18, 2021 Special Meeting, Council approved the delay of the personal property due date until July 30, 2021. Subsequent to that meeting, staff has been working with Tyler support to load assessment data, and then calculate, generate, and print bills.

Once the bills were generated, it was discovered that the system split the vehicle license taxes fees between the two installments of personal property taxes, rather than including the fee on the first half bill. Staff is working to try to re-run the bills and re-generate the receivables, however, this may be beyond the capabilities of the system and may take longer than the reasonable timeframe for mailing the bills. Therefore, staff is requesting that city code section 273-43 be reworded to provide some flexibility on the payment dates and billing of vehicle license taxes.

Splitting the vehicle license tax will result in approximately \$250,000 of FY2021 revenue being deferred until FY2022; however, this revenue will still be collected.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

ORDINANCE NO 21-16

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.