

**CITY OF STANWOOD
Stanwood, Washington**

ORDINANCE 1417

**AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON,
AMENDING SECTION 3.30.020 OF THE STANWOOD MUNICIPAL
CODE ESTABLISHING PAYMENT REQUIREMENTS AND
ADDITIONAL FEES.**

WHEREAS, the City Council has the authority to establish fees and charges by ordinance, and

WHEREAS, the city desires the ability to pass along processing costs for accepting credit card and debit card payments on non-utility payments or transactions,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. SMC Sections 3.30.020 is hereby amended to read as follows:

3.30.020 Payment requirements and additional fees.

The city reserves the right to charge an amount in excess of the fees in this chapter, when the stated fees do not cover the city's costs.

1. Payment methods.

The city is authorized to accept payments by credit and debit card for payment of non-utility city imposed fees, fines, rates and charges. A payer desiring to pay by one of these methods may be required to bear the cost of processing the transaction in an amount to be determined by the finance department. Such determination shall be based on the actual cost incurred by the city including handling, collection, discount, disbursing, and accounting for the transaction.

2. Authorization to set limits.

The finance director or city administrator is authorized to approve the acceptance of credit cards or debit cards by a city department for the payment of non-utility city imposed fees, fines, rates, and charges. No department shall accept credit or debit cards without such approval. The finance department is further authorized to establish appropriate internal control procedures and set any limitations concerning the acceptance of these alternative payment methods on participating departments.

3. Each fund authorized to use one of the alternative payment methods shall be responsible for the associated costs. The finance department will establish the accounting system to track associated costs with the use of the alternative payment methods and will charge the costs back to the accepting fund on a monthly basis.

Section 2. Severability. If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 3. Effective Date. This Ordinance shall take effect five days after its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this 28th day of April, 2016.

CITY OF STANWOOD

By: Leonard Kelley
Leonard Kelley, Mayor

ATTEST:

By: Jan Berg
Jan Berg, City Clerk

Approved as to form:

By: Grant K. Weed
Grant K. Weed, City Attorney

Date of Publication: 5-2-2016

Effective Date: 5-7-2016