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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR OF FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Mayor Mark D. Boughton via the City Council
FROM: David W. St. Hilaire, Director of Finance *DW*
DATE: October 29, 2013
SUBJECT: City Ordinance Sec. 18-24 Revision

I have attached a revision to City Ordinance Section 18-27 which deals with the regulation of cash payments. This revision is being proposed to better manage the payment process and maintain an unimpeded flow of customer service throughout City government operations.

Please consider the adoption of this revision at the next City Council meeting. Please contact me should you have any questions.

Attach.

Cc: L. Pinter
S. Ferguson

COPY SHOWING DELETIONS AND NEW LANGUAGE

Sec. 18-24. ~~Refusal to accept unwrapped coins~~ REGULATION OF CASH PAYMENTS.

Neither the tax collector nor any other officer or employee ~~of the finance department~~ of the city shall be required to accept ~~unwrapped~~ coins in excess of ten dollars (\$10.00) for payment of any amounts owed to the city for taxes, assessments, use charges or other debts of any kind. In addition, no more than forty nine cents (\$0.49) in pennies, one dollar ninety five cents (\$1.95) in nickels, four dollars ninety cents (\$4.90) in dimes or nine dollars seventy five cents (\$9.75) in quarters will be accepted within any payment, UNLESS THE COINS ARE WRAPPED IN COIN WRAPPERS ACCEPTABLE TO THE CITY. IN ADDITION, ANY CITY OFFICER OR EMPLOYEE HANDLING A CASH TRANSACTION MAY REFUSE TO ACCEPT IT IF THE QUANTITY OF CASH BEING TENDERED IS DEEMED BY THE OFFICER OR EMPLOYEE TO BE TOO VOLUMINOUS OR DISRUPTIVE FOR THEIR OFFICE TO HANDLE IN THE NORMAL COURSE OF BUSINESS. IT SHALL BE A VIOLATION OF THIS SECTION FOR A TAXPAYER TO DEPART BEFORE A CASH TRANSACTION HAS BEEN VERIFIED AND A RECEIPT ISSUED FOR THE AMOUNT OF THE PAYMENT. THE DIRECTOR OF FINANCE IS HEREBY AUTHORIZED TO ENFORCE THE PROVISIONS OF THIS SECTION THROUGH THE ISSUANCE OF CITATIONS, IN ACCORDANCE WITH THE PROVISIONS OF SECTION 12-34 OF THIS CODE. ~~All wrapped coins shall be suitably wrapped in standard coin wrappers acceptable to the city.~~

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by ~~strikeouts~~.



ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT
CITY COUNCIL

_____ A.D. 2013

Be it ordained by the City Council of the City of Danbury:

Sec. 18-24. Regulation of cash payments.

Neither the tax collector nor any other officer or employee of the city shall be required to accept coins in excess of ten dollars (\$10.00) for payment of any amounts owed to the city for taxes, assessments, use charges or other debts of any kind. In addition, no more than forty nine cents (\$0.49) in pennies, one dollar ninety five cents (\$1.95) in nickels, four dollars ninety cents (\$4.90) in dimes or nine dollars seventy five cents (\$9.75) in quarters will be accepted within any payment, unless the coins are wrapped in coin wrappers acceptable to the city. In addition, any city officer or employee handling a cash transaction may refuse to accept it if the quantity of cash being tendered is deemed by the officer or employee to be too voluminous or disruptive for their office to handle in the normal course of business. It shall be a violation of this section for a taxpayer to depart before a cash transaction has been verified and a receipt issued for the amount of the payment. The Director of Finance is hereby authorized to enforce the provisions of this section through the issuance of citations, in accordance with the provisions of section 12-34 of this Code.