

RESOLUTION NO.

A RESOLUTION AMENDING CITY COUNCIL/ADMINISTRATIVE POLICY NO. 10-15, COLLECTION POLICY TO UPDATE THE SMALL CLAIMS AND UNCOLLECTIBLE SECTIONS AS WELL AS MINOR CHANGES FOR CLARITY TO REFERENCED AUTHORITY AND READABILITY

WHEREAS, on February 12, 2008, the City Council approved Ordinance 856 amending Chapter 1.08 of the Brentwood Municipal Code to add Section 1.08.115 (Recordation of Notices and Assessments) and to amend section 1.08.30 (Recovery of Administrative Fines and Costs); and

WHEREAS, on May 13, 2008, the City Council approved Resolution 2008-113 adopting the City Council/Administrative Policy No. 10-15, Collection Policy; and

WHEREAS, on November 18, 2008, the City Council approved Resolution 2008-267 amending City Council/Administrative Policy No. 10-15, Collection Policy allowing the Director of Finance and Information Systems to Approve, File and Release Liens for Past Due Property Related to Administrative Citations; and

WHEREAS, on May 12, 2009, The City Council approved Ordinance No. 867 amending Brentwood Municipal Code Titles 1 and 8 to clarify methods of administrative citation fines and nuisance abatement cost collections; distinguish administrative citation procedures from other enforcement procedures; provide for an appeal of an administrative citation by enforcement officer; declare graffiti and the disposal or spill of materials, both hazardous and otherwise, to be public nuisances; and to delete outdated provisions from the Municipal Code; and

WHEREAS, on May 26, 2009, The City Council adopted Resolution 2009-115 amending City Council/Administrative Policy No. 10-15, Collection Policy to update those sections related to Citations and Abatement Orders; and

WHEREAS, on July 24, 2012, The City Council adopted Resolution 2012-110 amending City Council/Administrative Policy No. 10-15, Collection Policy, to update the section related to procedures, make minor clarifications throughout, and to include new sections for the Franchise Tax Board Interagency Intercept Collections Program and Small Claims; and

WHEREAS, on April 14, 2017, The City Council adopted Resolution 2017-17 of the City Council of the City of Brentwood approving and authorizing city staff, in consultation with the City Attorney, to make revisions to certain City Council/Administrative Policies, contained in sections: 00-Administration, 10-Finance, 20-Personnel, 70-Public Safety, and 80-Community Promotion to reflect the separation and reorganization of the Administrative Services Department into the Finance and Information Systems and Human Resources Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brentwood approves amending City Council/Administrative Policy No. 10-15, Collection Policy to update the Small Claims section and Uncollectible sections to give Risk Manager Authority for collection actions as well as minor changes for clarity to referenced authority and readability.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brentwood at a regular meeting held on January 11, 2022 by the following vote: