

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Draft Payment Plan Policy

Meeting Date: 12/5/2023

Requested by: Ashley Oliphant

Background: The Clerk/Treasurer's Office has made payment plans available to those in need. However, the Financial Policy of the City does not include any provisions related to payment plans.

To incorporate payment plans into the Financial Policy, the following provision should be added:

E. Accounts Receivable

e. Payment Plans. Subject to eligibility requirements, payment Plans may be established in accordance with the standard operating procedures for payment plans.

Recommended Action:

Motion: To recommend to the Common Council to amend the City of Richland Center's Financial Policy to authorize payment plans in accordance with the standard operating procedures for payment plans.

Attachment(s): Financial Policy and Standard Operating Procedure for Payment Plans.