

1 HB247
2 148034-2
3 By Representatives Harper, Wood, McMillan, Forte, Hurst and
4 Hill
5 RFD: County and Municipal Government
6 First Read: 12-FEB-13

1 issued to the county commission. The county commission shall
2 promulgate written policy and procedures governing the
3 utilization of credit or debit cards which, at a minimum,
4 shall include each of the following:

5 (1) A monetary limit on the amount of any individual
6 purchase which may be made with a credit or debit card.

7 (2) A monetary limit on the total monthly amount
8 that may be purchased with a credit or debit card, taking into
9 consideration the debt limit of the county, which shall not be
10 greater than one-fourth of one percent (.25 percent) of the
11 general fund budget of the county.

12 (3) Procedures to ensure that the chief
13 administrative officer has sole access to any credit or debit
14 card issued to the county commission.

15 (4) Procedures to ensure that the chief
16 administrative officer has sole access to credit or debit card
17 numbers, access codes, or security codes.

18 (5) Procedures for public officials and department
19 heads to properly submit purchase orders to the chief
20 administrative officer for the purchase of items or services
21 which may be paid for utilizing a credit or debit card.

22 (6) Procedures for the chief administrative officer
23 to keep accurate records of all purchases made with a credit
24 or debit card, which records shall be periodically reviewed by
25 the chair of the county commission and may be reviewed
26 periodically by any other member of the county commission.

1 (7) Procedures to ensure that all credit or debit
2 card bills are carefully reviewed by the chief administrative
3 officer each month to make sure that no unauthorized charges
4 appear on the bill.

5 (8) Procedures to ensure that all credit or debit
6 card bills are paid in full on a timely basis each month to
7 avoid service charges, late fees, or interest payments.

8 (9) Procedures to ensure that the county is at all
9 times in compliance with the provisions of Title 39 and
10 Article 3 of Chapter 16, Title 41, Code of Alabama 1975.

11 (c) The county commission shall select the credit or
12 debit card provider or providers taking into consideration
13 each of the following:

14 (1) Whether the credit or debit card issuer requires
15 an annual fee for utilizing the card.

16 (2) Whether the credit or debit card issuer offers
17 rewards or rebates based upon purchases made utilizing the
18 account.

19 (3) What interest rates, service charges, finance
20 charges, or late fees, will be assessed in the event a bill
21 from the credit or debit card issuer is paid late or the
22 balance is not paid in full.

23 (4) Whether penalties or fees will be assessed
24 against the county in the event it decides to terminate the
25 credit or debit card.

26 (5) Any other consideration deemed relevant by the
27 county commission.

1 (d) In the event the credit or debit card provides
2 rewards or rebates based upon use of the card, any rewards or
3 rebates earned form the card or cards shall be deposited into
4 the county general fund of the county.

5 Section 2. This act shall become effective
6 immediately following its passage and approval by the
7 Governor, or its otherwise becoming law.

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House of Representatives

Read for the first time and re-ferred to the House of Representa-tives committee on County and Mu-nicipal Government..... 12-FEB-13

Read for the second time and placed on the calendar 1 amendment 21-FEB-13

Read for the third time and passed as amended..... 09-APR-13

Yeas 95, Nays 1, Abstains 0

Jeff Woodard
Clerk