

ORDINANCE 1832

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, AMENDING NORTH BEND MUNICIPAL CODE SECTIONS 2.86.020 AND 2.86.050 RELATING TO CITY CREDIT CARD PURCHASING RESTRICTIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, North Bend Municipal Code (“NBMC”) Chapter 2.86 sets forth City of North Bend (“City”) credit card policy; and

WHEREAS, NBMC 2.86.050 sets forth purchasing restrictions on the use of City credit cards and prohibits credit card payment of invoices or statements received by the City; and

WHEREAS, to provide greater efficiency and flexibility in the payment of City expenses, the City Council now desires to allow for the payment of invoices and statements by credit card consistent with the City’s Purchasing Policy;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH BEND,
WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1. NBMC 2.86.020 (Authorization to use credit cards), Amended: North Bend Municipal Code Section 2.86.020 (Authorization to use credit cards) is amended to read as follows:

2.86.020 Authorization to use credit cards.

Officials, city department heads, and other employees of the city of North Bend, Washington are authorized to use credit cards for official government travel expenses and purchases. Such credit cards are to be used when a purchase order cannot be used and an open charge account is not available. The City Administrator or Finance Director may suspend or permanently revoke credit card privileges at any time for misuse, failure to follow policy, or failure to submit required documentation.

Section 2. NBMC 2.86.050 (Purchasing Restrictions), Amended: North Bend Municipal Code Section 2.86.050 (Purchasing restrictions) is amended to read as follows:

2.86.050 Purchasing restrictions.

The following credit card uses are not authorized:

- A. Cash advances of any kind.
- B. Personal purchases of any kind.
- C. Alcoholic beverages.

- D. Purchases that violate established City standards, policy, contractual agreements, or that may bind the City to contracts without proper authorization.
- B. Payment of invoices or statements received by the city.

Section 3. Severability: Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 4. Effective Date: This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND,
WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 17TH DAY OF
JUNE, 2025.**

CITY OF NORTH BEND:

Mary Miller, Mayor

APPROVED AS TO FORM:

Kendra Rosenberg, City Attorney

ATTEST/AUTHENTICATED:

Published: June 27, 2025

Effective: July 2, 2025

Susie Oppedal, City Clerk