

**BUSINESS OF THE CITY COUNCIL
WINDSOR HEIGHTS, IOWA
AGENDA STATEMENT**


Item No. 7
For Meeting of 12/17/07

ITEM TITLE: Consideration of resolution authoring the Mayor and City Administrator to enter into any agreement with First National Merchant Solutions to provide credit card and debt card processing for the city.

CONTACT PERSON(S): Marketa George Oliver, City Administrator

SUMMARY EXPLANATION

Many business and residents utilize credit cards and debit cards exclusively to pay for their regular expenses. The City wants to be able to allow for people to pay for things such as shelter house rentals or building permit fees using credit and debit cards. The agreement will enable the City to accept mastercard, visa and discover cards. Current fees for these services include a one time, \$50 start up fee; an \$85 annual fee; and a percentage fee ranging from 2.29% to 3.5% based on the type of card; a .20 cent transaction fee and a .31 cent authorization fee. The City does not anticipate becoming a large volume user, simply because the City does not handle large volumes of payments at City Hall, however this action will enable the City to offer a more convenient payment method and expand on-line payment opportunities.

Resolution _____ Ordinance ____ Contract _____ Other (Specify) _____
Funding Source _____
APPROVED FOR SUBMITTAL _____ <div style="text-align: center;"> City Administrator</div>

STAFF RECOMMENDATION: By motion and roll call vote, approve the resolution authorizing the agreement.

COUNCIL ACTION:

RESOLUTION NO. 07-1217/

**A RESOLUTION AUTHORIZING THE EXECUTION OF A CREDIT AND DEBT CARD
PROCESSING AGREEMENT WITH FIRST NATIONAL MERCHANT SOLUTIONS**

WHEREAS, the City of Windsor Heights' wishes to enter into an agreement with First National Merchant Solutions in order to process credit cards and debit cards; and,

WHEREAS, First National Merchant Solutions will be responsible for the processing of all credit card and debit card uses and all liabilities associated with their uses; and,

WHEREAS, by accepting credit and debit cards, doing business with the city will become more convenient for citizens and business who increasing don't deal with cash or checks; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windsor Heights, Iowa, that the City Council authorizes the Mayor and City Administrator to enter into a credit card and debit card processing agreement with First National Merchant Solutions.

PASSED AND APPROVED THIS 17th DAY OF DECEMBER, 2007

David J. Sullivan, Mayor

ATTEST:

Marketa George Oliver, City Administrator/Clerk