



Public Works Utility Operations

DATE: April 9, 2024

FROM: Michelle Klose, Director Public Works Utilities
Steven Salwei, Director Public Works Services

ITEM: Service Operations and Utility Operations Payment Convenience Fee and Credit Card Processing Fee

REQUEST:

Approve all Service Operations and Utility Operations payment convenience fees and credit card processing fees to be paid by the customer.

BACKGROUND INFORMATION:

City of Bismarck customers have multiple options to make payments for Service Operations and Utility Operations fees. The customers have options to pay by check or cash with no fee, both in person and online. There are additional charges for convenience and credit card processing fees charged by vendors, and these will be paid by the customer. The fees are currently set at market prices by each vendor, such as Visa and Mastercard, and are subject to change.

RECOMMENDED CITY COMMISSION ACTION:

Approve Public Works Service Operations and Utility Operations third party payment convenience and credit card processing fees to be paid by the customer.

STAFF CONTACT INFORMATION:

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ATTACHMENTS:

None