



Memo

To: Mayor and Members of the Board of Aldermen

From: Joan Evans

Date: Friday, March 31, 2023

Re: Merchant Application for Payment Services through CSG Forte, Inc. - SimpleCity

An upgrade to our financial software offers the opportunity to improve the efficiency of processing credit and debit card payments handled by front lobby personnel. The payment interface will require a separate merchant ID with CSG Forte, Inc.

Since the City already has an agreement in place with the payment processor CSG Forte, Inc., we request that the Board approve the City's application for the additional merchant ID under that agreement. Transaction fees will be fully paid by the customer.