

First Reading: 1/13/2025
1/27/2025
Bill No.: 24-69

Second Reading:
Ordinance No.: 241223

AN ORDINANCE BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, TO AMEND THE CONVENIENCE FEE FOR ALTERNATIVE PAYMENT.

WHEREAS, the City has determined the need to amend the convenience fee to all credit card transactions to cover the cost charged by the processing companies; and

WHEREAS, the Board of Aldermen has agreed to the amended increase of the convenience fee for all credit card transactions made with the City of Willard.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

SECTION 1: CONVENIENCE FEE FOR ALTERNATIVE PAYMENT

The Board of Aldermen may, buy Ordinance, adopt or amend, from time to time, a Schedule of Alternative Payment Convenience Fees. The Schedule of Alternative Payment Convenience Fees shall have the power of law and shall be kept on file in the City Clerk's office for public inspection.

SECTION 2: CREDIT CARD AND DEBIT CARD FEES

- A.** A convenience fee shall be added to the cost of any item, fee, license, or permit that is purchased from the City via a credit or debit card.
- B.** The convenience fee shall be charged by a third-party credit card vendor which provides the credit and debit card processing service for the City.
- C.** The convenience fees are set forth in the Schedule of Convenience Fees adopted by the Board of Aldermen by resolution as authorized by Section 70.110 of RSMo.

SECTION 3: SCHEDULE OF CONVENIENCE FEES

- A. CASH**
 - a. No Charge
- B. MONEY ORDER**
 - a. No Charge
- C. CHECK**
 - a. No Charge
- D. CREDIT CARD**
 - a. In person – Six and Six Tenths Percent (6.6%) of the transaction plus \$1.25

- b. Online – Six and Six Tenths Percent (6.6%) of the transaction plus Two Dollars and Fifty Cents (\$2.50).
- c. By Phone – Six and Six Tenths Percent (6.6%) of the transaction.
- d. Automatic Pay – Six and Six Tenths Percent (6.6%) of the transaction.

E. DEBIT CARD

- a. In Person – Six and Six Tenths Percent (6.6%) of the transaction.
- b. Online – Six and Six Tenths Percent (6.6%) of the transaction plus Two Dollars and Fifty Cents (\$2.50).
- c. By Phone – Six and Six Tenths Percent (6.6%) of the transaction.
- d. Automatic Pay – Six and Six Tenths Percent (6.6%) of the transaction.

F. BANK PAY (ACH)

- a. No Charge

Section 4: Effective Date. This ordinance shall be in full force and effect from and after its use passage by the Board of Aldermen and approval by the Mayor.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDEMEN OF THE CITY OF WILLARD, MISSOURI, ON THE **27th DAY OF JANUARY 2025.**

Approved as to Form: _____
Nate Dally, City Attorney

Approved By: _____
Troy Smith, Mayor

Attested By: _____
Janice Gargus, City Clerk