



# MARIPOSA COUNTY

Public Works • 209 966 5356



## **RESOLUTION - ACTION REQUESTED 2019-97**

MEETING: February 19, 2019  
TO: The Board of Supervisors  
FROM: Mike Healy, Public Works Director  
RE: Credit Card Acceptance Agreement

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### **RECOMMENDATION AND JUSTIFICATION:**

Approve an Agreement with GlobalPayments for online credit card acceptance by Parks and Recreation; and Authorize the County Treasurer to Sign the Agreement.

Public Works has contracted with CivicRec for a new module for the County's website. This new module will allow citizens to register online for classes and leagues and other services offered by Parks and Rec, and will also allow them to pay any associated fees at the time of registration with a credit card. However, to move forward with CivicRec, a merchant account (which is a type of account where credit card payments are deposited) is required. The attached agreement represents the authority to establish such an account with GlobalPayments.

For clarity's sake, it should be noted that this arrangement is slightly different from current credit card services utilized by the County. Existing services are contracted with outside vendors who collect convenience fees to offset the use of a credit card in addition to whatever the user is paying. The outside vendor uses their merchant account, then retains the convenience fees to offset their costs, and transfers the remainder to the County. With this arrangement, the County never has possession of the convenience fees.

In the instance of CivicRec, all sums collected from the credit card payment will be deposited into the County's merchant account which will be established with this agreement should the Board approve. CivicRec does have the ability to charge a convenience fee and staff is intending to pass the costs associated with the use of a credit card to the users. For most credit cards, that convenience fee will be 3% of the total charge (noted as the discount rate on the agreement) plus thirty cents. Should the Board approve this agreement, then a separate item will be brought to authorize Parks and Rec to charge those fees.

It should also be pointed out that the GlobalPayments agreement notes many different types of fees in the "Other Fees" section. Most of those only trigger under special situations (like charge backs.) The recurring fees that Parks and Rec can expect will only amount to \$20.75 per month (the \$1.00 Monthly Regulatory Compliance Fee, the \$5.00 Account Maintenance Fee, and the \$14.71 PCI ASSURE Monthly Fee.)

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### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board has previously approved an agreement with Invoice Cloud.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve agreement and CivicRec will not be able to be implemented.

### **FINANCIAL IMPACT:**

**Minor financial impact pf \$20.75 per month for account maintenance can be absorbed from current budget. New fees will be established to offset other costs.**

### **ATTACHMENTS:**

**Mariposa County Parks Rec Division\_Merchant Application\_V2 (PDF)**

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER:** Merlin Jones, District II Supervisor

**SECONDER:** Marshall Long, District III Supervisor

**AYES:** Smallcombe, Jones, Long, Cann, Menetrey