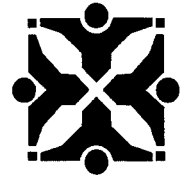


City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: B 179-14

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: June 16, 2014

Re: Appropriate funds for the payment of TWI Convenience Fees.

Documents Included With This Agenda Item

Council memo, Resolution/Ordinance

Supporting documentation includes: None

Executive Summary

Authorizes staff to make payment of the convenience fees collected from payment of utility bills to Tele-Works, Inc. in accordance with the contract.

Discussion

At Council's request to minimize credit card fees, Department of Finance implemented a convenience fee for payment of utility bills via the web or phone. Due to some issues with the boarding process and roll out of the software, the fee was not implemented until September 16, 2013. Per the agreement a \$4.60 fee, per \$1,000 transaction, is collected from the customer and then is remitted to Tele-Works, Inc. monthly when invoiced. These funds were not initially budgeted during the preparation of the FY 2014 Budget because it was staff's understanding, at that time, that the fees would be collected directly by Tele-Works, Inc., however the process for collection of the fee changed during the financial boarding process. The approval of this ordinance does not increase city costs as the payments to TWI are offset by the collections of the convenience fees from utility customers.

Fiscal Impact

Short-Term Impact: No fiscal impact

Long-Term Impact: No fiscal impact

Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Governance and Decision Making

Strategic Plan Impact: Financial Health

Comprehensive Plan Impact: Livable & Sustainable Communities

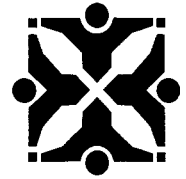
Suggested Council Action

Approval of the ordinance.

Legislative History

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Council approved B39-12 was introduced to amend the language in the ordinance to allow the Finance director to provide a discount to large utility customers. Council approved an amendment to the proposed bill to remove the discount language and to change it to a service fee and tabled it until the March 5, 2012 meeting.

During the March 5, 2012 meeting, B39-12A was passed allowing the Finance Director to move forward with the implementation of the fee.

During the October 1, 2012 Council passed R173-12 authorizing the City Manager to enter into a contract with Tele-Works, Inc. (TWI) for the Summation 360 Solution Suite which incorporated a \$4.60 convenience fee for customer who pay online or via the telephone.

During the September 3, 2013 meeting, Council passed R170-13 authorizing an amendment to the TWI agreement to finalize changes needed to complete the boarding process and payment processing issues.



Department Approved



City Manager Approved

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 179-14

AN ORDINANCE

appropriating funds for payment to Tele-Works, Inc. of convenience fees collected from utility bills; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The sum of \$128,615.00 is hereby appropriated from Account No. 676-0000-444.89-02 to Account No. 676-1070-601.50-02 for payment to Tele-Works, Inc. of convenience fees collected from utility bills.

SECTION 2. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2014.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

CERTIFICATION: I certify there are sufficient funds available in Account No. 676-0000-444.89-02 to cover the above appropriation.

Director of Finance