



Legislation Details (With Text)

**File #:** 17-208      **Version:** 1      **Name:**

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**File created:**      **In control:** City Council/Public Finance and Economic Development Authority/Parking Authority

**On agenda:** 9/18/2017      **Final action:** 9/18/2017

**Title:** SUBJECT: Merchant Processing Agreement with Petroleum Card Services for Septic Hauler Credit Card Charges at the Wastewater Treatment Facility

REPORT IN BRIEF

Approve Merchant Processing Application and Agreement to allow Petroleum Card Services (PCS) to provide credit card processing of septic hauler payments.

RECOMMENDATION

City Council - Adopt a motion approving Merchant Processing Application and Agreement to allow Petroleum Card Services (PCS) to provide credit card processing of septic hauler payments; and, authorizing the City Manager or Assistant City Manager to execute the necessary documents.

Sponsors:

Indexes:

Code sections:

**Attachments:** 1. PCS Merchant Processing Application and Agreement.pdf

Date	Ver.	Action By	Action	Result
9/18/2017	1	City Council/Public Finance and Economic Development Authority/Parking Authority	approved	Pass

*Report Prepared by: Sarah Knoester, Account Clerk III, Wastewater Treatment Facility*

**SUBJECT:** Merchant Processing Agreement with Petroleum Card Services for Septic Hauler Credit Card Charges at the Wastewater Treatment Facility

**REPORT IN BRIEF**

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**RECOMMENDATION**

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**ALTERNATIVES**

1. Approve as recommend by Staff; or,
2. Approve, subject to modifications as conditioned by Council; or,
3. Deny; or,

4. Refer back to Staff for reconsideration of specific items as requested by Council; or,
5. Continue item to a Council future meeting.

### **AUTHORITY**

City of Merced Charter, Section 200.

### **DISCUSSION**

Septic haulers in Merced County discharge their septic waste at the Wastewater Treatment Facility for a fee. Currently, Wastewater Treatment Facility staff take time from their day to charge each septic hauler's credit card for this fee. Staff would like to become PCI compliant, decrease staff interruptions, and create a more convenient method of payment for septic haulers by installing a credit card kiosk at the septic receiving station.

Staff would like to utilize existing equipment purchased from Shields Harper, Inc., for the credit card kiosk. Shields Harper, Inc. works with three merchant card services for the credit card processing. Of these three merchant card services, Petroleum Card Services (PCS) offers the lowest rates.

### **IMPACT ON CITY RESOURCES**

No appropriation of funds needed.

### **ATTACHMENTS**

1. PCS Merchant Processing Application and Agreement