

CLERK FILE No.

303034

REPORT OF CO

Clerk File No. 303034, Executive Services Department Rule No. 99-1; Establishing Convenience Fees for Remote Payment Transactions.

Honorab's President:

Your

to which was referred the within would respectfully report that we have considered the same and respectfully

Filed

March 4, 1999

By

Margaret Carter

Deputy

ACTION OF THE COUNCIL

Referred	To
Referred	To
Referred	To
Reported	Disposition
Re-referred	To
Reported	Disposition



City of Seattle

Paul Schell, Mayor

Executive Services Department

Dwight D. Dively, Director

FILED
CITY OF SEATTLE


99 MAR -4 PM 4:38

CITY CLERK

MEMORANDUM

March 3, 1999

TO: City Clerk
01-01-01

FROM: Brenda Bauer 
Executive Services Department

SUBJECT: ESD Rule Number 99-1
Establishing Convenience Fees for Remote Payment Transactions

Attached for your files is an executed rule of the Executive Services Department, effective March 1, 1999, which establishes a fee to the public for use of City pay by phone services. The rule was advertised in the Daily Journal of Commerce, as required by SMC 3.02 and **Ordinance 119283** and was finalized and executed after the comment period.

Please give me a call if you have any concerns at 6-1119.

cc: Bill Schrier, ESD
Dean Arnold, ESD
Mike Miller, ESD

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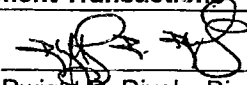
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Executive Services Department

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99 MAR -4 PM 4:38
CITY CLERK

Subject: Rule Establishing Convenience Fees for Remote Payment Transactions	Number: 99-1 Effective: March 1, 1999 Supersedes: N/A
Approved:  Dwight D. Dively, Director	Page 1 of 2

1.0 PURPOSE

A rule authorizing and establishing convenience fees on remote payment transactions when customers pay by credit or debit card using any electronic commerce method of payment, including but not limited to payments made over the Internet and payment via Interactive Voice Response ("IVR") technology.

The City has incurred, and will continue to incur, the costs of developing, establishing, maintaining, and modifying electronic commerce-style methods of payment, and intends for such costs to be borne in fair shares by those customers who choose to take advantage of the convenience of making payments via these methods of payment.

2.0 REFERENCES

- 2.1 Seattle Municipal Code (SMC) Title 5, Chapter 5.22, Ordinance 119283 (Authorizes fees for electronic payments).
- 2.2 SMC § 3.18.040.D (Rule making authority of Executive Services Director).
- 2.3 Ordinances 116799, 117017, and 117375 (Authorize the City of Seattle to accept payment of fees and fines)

3.0 ESTABLISHMENT OF FEES

3.1 In accordance with SMC Title 5 Chapter 5.22 and Ordinance 119283, fees authorized under this rule are set by the Executive Services Department in conjunction with the Head of each City Department that accepts payment through electronic commerce technology, and shall not exceed any applicable provision of Federal, State, or local law.

3.2 The fees set under this rule shall not be so high as to result in the cancellation of the City's authority to accept electronic payment via major credit or debit cards.

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Subject: ESD Rule Establishing Convenience Fees for Remote Payment Transactions	Number 99-1 Page 2 of 2
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3.3 An electronic commerce transaction fee may be established for allowing customers to remotely pay any City fee, fine, or bill owed to the City without additional public advertisement or notice, if the transaction fee does not exceed the highest transaction fee currently authorized by this rule.

4.0 TRANSACTION FEES

The remote payment electronic commerce transaction fees authorized by this rule shall only be imposed one time on each credit or debit card used in the transaction and shall be in addition to the total amount of the original fee, fine, or bill owed to the City, plus any applicable interest, penalty or late charge.

<u>TRANSACTION</u>	<u>FEE</u>
Municipal Court Citation Payments	\$3.25

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City of Seattle Legislative Information Service

Information updated as of February 26, 1999 3:49 PM

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99 MAR -4 PM 4:38
CITY CLERK

Council Bill Number: 112415
Ordinance Number: 119283

AN ORDINANCE relating to the payment of fees, billings, and other monies due the City; authorizing the Executive Services Director to set, charge, and collect a convenience fee on remote payment transactions when the customer pays by credit or debit card using any method of payment available for electronic commerce; and adding a new Chapter to Title 5 of the Seattle Municipal Code.

Date introduced/referred: Oct 12, 1998
Date passed: Dec 7, 1998
Status: PASSED
Vote: 9-0
Date of Mayor's signature: Dec 10, 1998

Committee: Finance and Budget
Sponsor: CHOE

Index Terms: EXECUTIVE-SERVICES-DEPARTMENT, FEES,
ELECTRONIC-DATA-INTERCHANGE

Text

Note to users: {- indicates start of text that has been amended out
-} indicates end of text that has been amended out
{+ indicates start of text that has been amended in
+} indicates end of text that has been amended in

AN ORDINANCE relating to the payment of fees, billings, and other monies due the City; authorizing the Executive Services Director to set, charge, and collect a convenience fee on remote payment transactions when the customer pays by credit or debit card using any method of payment available for electronic commerce; and adding a new Chapter to Title 5 of the Seattle Municipal Code.

WHEREAS, Ordinances 116799, 117017, and 117375 authorize the City of Seattle to accept payment of fees and fines; and

WHEREAS, the City provides its customers the option of making payment through electronic commerce-style methods of payment including, but not limited to, payment via credit or debit card over the Internet, and payment via Interactive Voice Response ("IVR") technology which is available to the customer on a twenty-four hours per day, seven days per week basis, without the need for a customer service representative; and

WHEREAS, the City has incurred, and will continue to incur, the costs of developing, establishing, maintaining, and modifying these electronic commerce-style methods of payment, and intends for such costs to be borne in fair shares by those customers who choose to take advantage of the convenience of making payments via these methods of payment; and

WHEREAS, the City's Executive Services Department has been directed to establish appropriate business practices concerning the acceptance of

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credit card payments, and to develop and administer the technology that will allow the City to accept all methods of payment available for electronic commerce on behalf of other City Departments; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Title 5 of the Seattle Municipal Code is amended by adding a new Chapter, 5.22, as follows:

Chapter 5.22

Convenience Fee for Electronic Payments
via Electronic Commerce Technology

Sections:

5.22.010 Fee Authorized

5.22.020 Amount of Fee

5.22.010. Fee Authorized

The Executive Services Director or the Director's Designee ("Director") is authorized to establish and collect a convenience fee ("Fee") that shall apply to the total payment charged to each credit or debit card transaction made via electronic commerce technology. The Fee shall only be imposed one time on each credit or debit card used in a transaction. The Fee shall be in addition to the total amount of the original fee, fine, or bill owed to the City, plus any applicable interest, penalty, or late charge. The Fee shall also be in addition to any transaction charges or fees set by a financial institution that the City decides to collect as a means of recovering the City's cost of having the financial institution process the credit or debit card payments.

5.22.020 Amount of Fee

The Director shall set a specific Fee by rule. This Fee shall be negotiated with and approved by the Head of each City Department that accepts payment through electronic commerce technology, and shall not exceed any applicable provision of Federal, State, or local law.

Section 2. Any acts consistent with the authority and prior to the effective date of this ordinance are hereby ratified and confirmed.

Section 3. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

Passed by the City Council the ____ day of _____, 1998, and signed by me in open session in authentication of its passage this ____ day of _____, 1998.

President _____ of the City Council

Approved by me this ____ day of _____, 1998.

Mayor

Filed by me this ____ day of _____, 1998.

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City Clerk
(Seal)
Arnold/lp
September 30, 1998
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Version 3



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