



MUNICIPAL BUILDING  
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**To:** Mayor, Members of City Council and Administrator

**From:** Jason Carr, CPA, Finance Director

**Date:** July 23, 2020

**RE:** Council Report

**Ordinance 2020-030 – Amend 2020 Appropriations**

The purpose of this Ordinance is to appropriate \$128,387.69 in CARES Act funding received within the Local Coronavirus Relief Fund, Fund 223.

We are requesting the three readings associated with this Ordinance be waived.

**Credit/Debit Card Convenience Fees**

As Council is aware, the Finance Department in conjunction with various City departments have been working to implement credit/debit card convenience fees in order to reduce transactions costs borne by the City. The table below is a summary of costs paid the last two years:

Year	Recreation	Golf	Water	Storm Water	Town Hall	Total
2019	\$14,656.86	\$16,510.18	\$11,060.29	\$1,823.50	\$1,287.60	\$45,338.43
2018	14,915.14	14,639.04	10,827.32	2,944.49	1,091.05	44,417.04

**Ordinance 2020-031** implements a fixed fee of 3% for credit/debit card transactions for the Recreation Department and Community Affairs Department, paid either at a credit/debit card terminal or through the website (Community Affairs will now have a website payment option). Based on information received from vendor, these fees should be implemented by September 1, 2020.

As for the Utility Department (Water, Stormwater) and Building and Zoning, new credit card terminals have been installed and the on-line utility payment option are operational and assessing the correct fees. Finally, credit/debit card convenience fees to be assessed are structured so the City will not profit from these charges, but cover the cost of the transactions.