



SECTION 20. FEE RESOLUTIONS

20.1 ACCEPTANCE OF CREDIT CARDS, CHARGE CARDS, DEBIT CARDS OR ELECTRONIC FUNDS TRANSFERS

A. PURPOSE. To allow the County to accept payment by credit cards, charge cards, debit cards and electronic funds transfers to Seminole County Government to the maximum extent practicable where the benefits to the County and the public justify the cost of accepting these types of payments.

B. FEES. County staff is granted the authority and discretion to impose a Convenience Fee on payments made by credit or debit cards as allowed by Section 215.322, Florida Statutes (2016), as this statute may be amended from time to time. Such fees may be imposed at a fixed rate per transaction as recommended by the County Manager and approved by the Board of County Commissioners for each County Department requesting those payment methods. The standard maximum amount of any transaction that can be paid by credit or debit card is limited to One Thousand Four Hundred Ninety-Nine and 99/100 Dollars (\$1,499.99), or an amount approved by the Board of County Commissioners by request by the County Manager for a specific department. These Convenience Fees are intended to ensure that interchange and other associated fees levied by merchant service providers and debit and credit card companies could be recovered in part or in full from those who are using the service. It is intended the amount of these Convenience Fees not exceed the amount of these third-party transaction fees. In furtherance of the statutory requirements that Convenience Fees not exceed the actual costs incurred, staff, in cooperation with the Clerk of the Circuit Court and Comptroller's County Finance Division, shall at least annually review and verify the transaction records, as well as the adequacy of the Convenience Fees, and report those findings to the County Manager. All recommended changes to Convenience Fees must be submitted to the Seminole County Clerk of Circuit Court and Comptroller and the Board of County Commissioners for formal approval prior to implementation.

C. DONATIONS TO SEMINOLE COUNTY GOVERNMENT. Customers may donate money to Seminole County Government by credit or debit card. Departments accepting donations by credit or debit card will follow all procedures within the established County Manager Policies. Donations by credit or debit card are final and will not be refunded.

D. AUTHORITY. Resolution 2013-R-10 adopted January 8, 2013
Resolution 2015-R-92 adopted May 12, 2015
Resolution 2015-R-206 adopted December 13, 2016