

RESOLUTION NO. 5148

A RESOLUTION AMENDING THE *CITY SCHEDULE OF FEES AND CHARGES FOR SERVICES* BY ELIMINATING THE FEE FOR TELEPHONIC PAYMENTS

WHEREAS, Ordinance No. 5744 adopted the *City Schedule of Fees and Charges for Services* and provided that the Schedule could be amended by resolution; and

WHEREAS, in 2009, a telephonic credit card fee of \$10 per transaction was added to the *City Schedule of Fees and Charges for Services* due to the time-consuming nature of taking credit card payments by phone and the increased likelihood for error; and

WHEREAS, the City of Fairbanks provides a portal for utility customers to pay their bill online, including a new option for online enrollment in autopay via credit or debit card and a pay-by-phone option via an Interactive Voice Response (IVR) system, thus reducing the call volume for phone payments at the City Clerk's Office; and

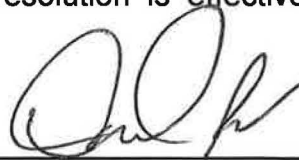
WHEREAS, the City of Fairbanks is working to expand the online payment portal to allow for other types of transactions to include payments for citations, impounds, general billing, permitting, and business licensing; and

WHEREAS, in January 2024, the City of Fairbanks began charging a credit card processing fee for all non-utility credit and debit card payments, including payments taken over the phone; and

WHEREAS, the City Clerk's Office strives to provide great customer service to all and to minimize the frustration of citizens paying bills, fines, penalties, interest, or fees to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, that the attached version of the Administrative Section of the *City Schedule of Fees and Charges for Services* eliminating the fee for telephonic payments is approved.

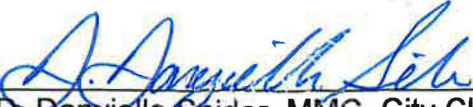
BE IT FURTHER RESOLVED that this resolution is effective five days after adoption.



David Pruhs, Mayor

AYES:	PASSED and APPROVED on the CONSENT AGENDA
NAYS:	None
ABSENT:	None
APPROVED:	December 2, 2024

ATTEST:


D. Danyielle Snider, MMC, City Clerk

APPROVED AS TO FORM:


Thomas A. Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5148

Abbreviated Title: RESOLUTION ELIMINATING THE FEE FOR TELEPHONIC PAYMENTS

Department(s): CLERKS

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No x

2) additional support or maintenance costs? Yes _____ No x

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No x

If yes, how many positions? _____

If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	TOTAL
TOTAL	\$ -

FUNDING SOURCE:	TOTAL
GENERAL FUND [MISCELLANEOUS REVENUE]	\$ (1,890.00)
TOTAL	\$ (1,890.00)

This fiscal note reflects the average of the following years: \$1,840 in 2021, \$2,280 in 2022, and \$1,550 in 2023. To date, the City received \$980 for this service. The online system was available on October 1, 2024.

Prepared by Finance Department: Initial mb Date 11/21/2024

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5148 - Effective December 7, 2024

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Administrative		Copy of Annual Budget or CAFR			Actual cost of commercial preparation
		Non-Utility Credit/Debit Card Transaction Fee	Up to 3.60% of transaction, minimum \$2.50		Fee applies to all credit and debit card payments, except utility payments
	2-601	Returned Check	\$ 50.00		Per check
		Copy of Police Report	\$ 25.00		Per report (victim not charged)
		Charges for Telephonic Payments	\$ 10.00		Per payment
		Certified Copy	\$ 10.00		Per record; flat rate
		Corrective Deed	\$ 100.00		Non-Refundable Application Fee
			\$ 100.00		Recording fee
			\$ 75.00		Hourly rate for professional staff time (rounded from \$83)
		Temporary Caterer's Application	\$ 25.00		3 or more days notice (rounded from \$28)
			\$ 50.00		Less than 3 days notice
	46-42	Noise Variance	\$ 100.00		Non-refundable application - permit fee