

RESOLUTION NO. 2026-R-_____

SEMINOLE COUNTY, FLORIDA

RESOLUTION

of the

SEMINOLE COUNTY BOARD OF COUNTY COMMISSIONERS

AMENDING SECTION 20.1 OF THE SEMINOLE COUNTY ADMINISTRATIVE CODE TO LIMIT THE MAXIMUM SURCHARGE PAID FOR DEBIT, CREDIT CARD OR ELECTRONIC FEES TRANSFER USE TO THE SERVICE FEES CHARGED BY THIRD PARTY PROVIDERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Seminole County, Florida (the “Board”) finds and determines that allowing citizens and business entities to make payments for various County imposed charges, fees and services through use of debit and credit cards enhances the efficiency of County governmental operations and affords greater convenience to the public; and

WHEREAS, Section 215.322, Florida Statutes, authorizes the County to accept payment by debit cards, credit cards and electronic funds transfers and to impose a surcharge in an amount sufficient to pay the service fee charges imposed by financial institutions, vending service companies, or credit card companies for use of their services ; and

WHEREAS, the County has done a comprehensive review of the service fees being assessed by financial institutions, vending service companies, and credit card companies and has determined that the surcharge to pay these services fees requires modification; and

WHEREAS, the Seminole County Board of County Commissioners finds that the proposed surcharge of 2.8% for credit card, debit card and electronic fee transfer transactions will result in an amount sufficient to pay third party service fee charges.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Seminole County, Florida:

Section 1. The foregoing recitals are incorporated herein by reference and form an integral part of this Resolution.

Section 2. Chapter 20, Seminole County Administrative Code (“Fee Resolutions”) is hereby amended by amending Section 20.1 thereof entitled “Acceptance of Credit Cards, Charge Cards, Debit Cards or Electronic Funds Transfers” in the form attached hereto as Exhibit A and incorporated herein by reference.

Section 3. It is the intent of the Board that all sections or parts of sections of all resolutions in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 4. This Resolution will become effective upon adoption by the Board of County Commissioners.

ADOPTED this _____ day of _____, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

GRANT MALOY
Clerk to the Board of
County Commissioners of
Seminole County, Florida

By: _____
ANDRIA HERR, Chairman

Attachment:
Exhibit A

NB
4/26/26



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 surcharge on payments made by credit cards, debit cards, or third party electronic fund transfer service providers, as allowed by Section 215.322(5), Florida Statutes (2019~~25~~), as this statute may be amended from time to time, to pay the service fees charged by financial institutions, credit card companies or vendor service companies for payments.

As recommended by the County Manager and approved by the Board of County Commissioners, such fees surcharge may be imposed at a fixed rate of TWO AND 50/100 DOLLARS (\$2.50) for transactions up to FIFTEEN HUNDRED AND NO/100 DOLLARS (\$1,500.00). Transactions exceeding FIFTEEN HUNDRED AND NO/100 DOLLARS may be assessed a percentage rate of 2.80%. As such, transactions over FIFTEEN HUNDRED AND NO/100 DOLLARS will be subject to a combination of both the fixed rate and percentage rate. These Convenience Fees are This surcharge is intended to ensure that interchange and other associated service fees levied by financial institutions, credit card companies or vendor service companies merchant service providers and debit and credit card companies could be are recovered in part or in full from those who are using the service. It is intended the amount of these Convenience Fees this surcharge not exceed the amount of these third-party transaction service fees. Surcharges are not refundable to the payor. 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 Office, 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 County Manager and the Seminole County Clerk of Circuit Court and Comptroller for formal approval, by both, prior to implementation.

If a County Department determines that the benefits of absorbing the Merchant transaction fees are a cost of doing business and are consistent with industry standards, such analysis should be presented to the County Manager and the Clerk of the Circuit Court and Comptroller's Office to evaluate the costs of accepting these types of payments. Such consent to absorb the fees requires the approval of the County Manager and must be documented in the County Manager's Policies. The County shall not absorb any such fees for any County service, the infrastructure for which is bond financed, including, but not limited to water and sewer service, unless the County verifies that such fee absorption would be in compliance with all County covenants and commitments for such bond financing.



~~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.C. 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
Resolution 2019-R-15 adopted January 22, 2019
Resolution 2019-R-165 approved October 8, 2019
Resolution 2026-R-____ adopted _____