Olivehurst Public Utility District

Agenda Item Staff Report

Meeting Date: March 18, 2021

Item description/summary:

InvoiceCloud Pos. InvoiceCloud provides a customized solution for Harris software users. The District currently offers utility customers InvoiceCloud online payment and telephone options. Payments in the Business office are limited to cash, check and money order. The POS unit adds credit and debit card payment options in the business office.

Fiscal Analysis:

Estimated annual cost to the District is for the POS rental would be $360 and allocated 50% to Water and 50% to Waste Water. A one-time programming cost for Harris Software is estimated to be less than $500.00. Customers would pay the convenience fee which is currently $2.95 per swipe.

Employee Feedback

Less manual processing by staff

Sample Motion:

Approve/do not approve implementation of POS payment option.

Prepared by:

Karin Helvey – Financial Manager