

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
MAY 20, 2025, AGENDA**

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| Subject: A resolution to authorize the City Manager to enter into a contract with Commerce Bank for virtual credit card services. | Action Required: Ordinance √ Resolution | Approved By: Delphone Hubbard Acting City Manager |
| Submitted By: Finance Department | | |
| SYNOPSIS | A resolution to authorize the City Manager to enter into a contract with Commerce Bank for virtual credit card services. | |
| FISCAL IMPACT | There is no cost for the City to enter into this contract. | |
| RECOMMENDATION | Approval of the resolution. | |
| BACKGROUND | This resolution will authorize the City Manager to enter into a contract with Commerce Bank for a virtual credit card program that will provide an additional and more prompt payment method than a standard check. This payment method will result in annual rebates for the City, additional revenue that is not currently being received by the City, as well as reducing costs associated with check printing and mailing. Further, this will reduce the likelihood of payments being lost in the mail. A virtual credit card is just a non-physical credit card emailed to vendors for processing through their credit card terminals. The payment method is more secure as it can only be used by the intended vendor and is one-time in nature. | |