




Board Agenda Item

TO: Air Pollution Control District Board

FROM: Aeron Arlin Genet, Air Pollution Control Officer 

CONTACT: Kristina Aguilar, CPA, Administrative Division Manager, (805) 961-8813

SUBJECT: Agreement for Credit Card Processing Services with BridgePay Network Solutions, LLC

RECOMMENDATION:

Approve and authorize the Air Pollution Control Officer to sign an agreement for credit card processing services with BridgePay (BridgePay) Network Solutions, LLC.

DISCUSSION:

On September 13, 1994, the Board of Supervisors adopted a resolution authorizing the acceptance of credit cards for payment of services provided by the County in accordance with Government Code section 6159. At that time, the District was a County Department and was covered under this resolution.

On December 20, 2018, your Board adopted a resolution authorizing the District specifically to accept credit cards, debit cards, or electronic funds transfers and to impose certain fees for the use of a credit or debit card or electronic funds transfer not to exceed the costs incurred by the District.

On August 20, 2020 your Board approved an application to be submitted to Bank of America to establish the District as a separate entity from the County and therefore receive a new merchant identification (ID) number. The District has now established its own Merchant ID number and is ready to proceed with accepting online payments via credit card.

The last piece needed to set-up the District to accept online payments is to establish services through a third-party processor who will process the online payment that is linked to the District's accounting software, Tyler Technologies Incode 10. BridgePay is a recommended third-party processor from Tyler Technologies. BridgePay also has an account with the County. Once the District establishes this agreement, online payments will be fully set-up and ready for use by our regulated community.

Aeron Arlin Genet, Air Pollution Control Officer

The Air Pollution Control Officer is requesting that your Board approve and authorize the signing of the agreement.

FISCAL IMPACT:

There is no fiscal impact related to this ratification. Funds for credit card processing fees were included in the FY 2020-21 budget.

ATTACHMENT:

- A. Government Entity Service Agreement with BridgePay Network Solutions, LLC