

RESOLUTION NO. 2026-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, AUTHORIZING THE IMPOSITION OF CONVENIENCE AND PROCESSING FEES ON PAYMENTS MADE TO THE CITY BY CREDIT CARD, DEBIT CARD, OR ELECTRONIC FUNDS TRANSFER, INCLUDING PAYMENTS PROCESSED THROUGH THE CITY'S CONTRACTED PAYMENT SERVICES PROVIDER, PAYIT, LLC, PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 6159(H)(1)

WHEREAS, on July 22, 2026, the City Council approved a Software License and Professional Services Agreement with PayIt, LLC ("PayIt"), procured under the OMNIA Partners/Region 14 Education Service Center cooperative purchasing contract, for a cloud-based government payment platform to be branded myCoachellaCA, enabling residents to make payments to the City through web, mobile, telephone (IVR), point-of-sale, and other electronic payment channels; and

WHEREAS, PayIt's platform, and the underlying card networks and payment processors that support it, charge the City transaction and processing fees for payments made by credit card, debit card, or electronic funds transfer, and the City Council desires to recover those costs from the residents and other end users who elect to use those payment methods, rather than fund them from the City's General Fund; and

WHEREAS, California Government Code Section 6159(h)(1) authorizes a city or other public agency to impose a fee for the use of a credit card, debit card, or electronic funds transfer, not to exceed the costs incurred by the agency or its agent in providing that payment method, and provides that such recoverable costs may include, but are not limited to, the payment of fees or discounts associated with providing those payment services; and

WHEREAS, Government Code Section 6159(h)(1) does not require that any such fee be structured as a flat fee rather than a percentage-based fee, and permits a percentage-based fee for debit and credit card payments provided that the fee does not exceed the actual costs incurred by the City or its agent in providing the electronic payment service, and provided further that any such fee is approved by the governing body responsible for the City's fiscal decisions; and

WHEREAS, the City Council desires to approve the imposition of convenience and processing fees on payments made to the City by credit card, debit card, or electronic funds transfer through PayIt or any successor or additional electronic payment services provider the City may engage, in amounts not to exceed the actual costs incurred by the City or its agent in providing such payment services, consistent with Government Code Section 6159(h)(1).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COACHELLA, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Recitals. The recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. Authorization of Fees. Pursuant to California Government Code Section 6159(h)(1), the City Council hereby authorizes the imposition of convenience and processing fees on payments made to the City by credit card, debit card, or electronic funds transfer, including payments processed

through the City's contracted payment services provider, PayIt, LLC, and any successor or additional electronic payment services provider or agent the City may engage.

Section 3. Fee Limitation. Consistent with Government Code Section 6159(h)(1), such fees shall not exceed the actual costs incurred by the City or its agent in providing for payment by credit card, debit card, or electronic funds transfer, and may include, but are not limited to, the payment of processing fees, discount rates, and other costs charged to the City by its payment services provider or agent.

Section 4. Approval of Fee Schedule. The Transaction Fee and Payment Processing Fee schedule set forth in the Statement of Work between the City and PayIt, LLC — not to exceed a \$1.00 Transaction Fee plus a Processing Fee of 2.49% for card payments or \$0.50 to \$1.50 for ACH payments, depending on payment channel — is hereby approved as consistent with the cost limitation set forth in Government Code Section 6159(h)(1). City staff are authorized to configure the myCoachellaCA platform to charge such fees directly to residents and other end users who elect to pay by credit card, debit card, or electronic funds transfer.

Section 5. Implementation Authority. The City Manager, or designee, is authorized to take any and all actions and execute any and all documents necessary or convenient to implement this Resolution, including future adjustments to the fee amounts described herein, provided that no such adjustment shall cause the applicable fee to exceed the actual costs incurred by the City or its agent in providing the applicable payment service.

Section 6. Effective Date. This Resolution shall take effect immediately upon its adoption.

Section 7. Authorization of Fees. Pursuant to California Government Code Section 6159(h)(1), the City Council hereby authorizes the imposition of convenience and processing fees on payments made to the City by credit card, debit card, or electronic funds transfer, including payments processed through the City's contracted payment services provider, PayIt, LLC, and any successor or additional electronic payment services provider or agent the City may engage.

Section 8. Fee Limitation. Consistent with Government Code Section 6159(h)(1), such fees shall not exceed the actual costs incurred by the City or its agent in providing for payment by credit card, debit card, or electronic funds transfer, and may include, but are not limited to, the payment of processing fees, discount rates, and other costs charged to the City by its payment services provider or agent.

Section 9. Approval of Fee Schedule. The Transaction Fee and Payment Processing Fee schedule set forth in the Statement of Work between the City and PayIt, LLC — not to exceed a \$1.00 Transaction Fee plus a Processing Fee of 2.49% for card payments or \$0.50 to \$1.50 for ACH payments, depending on payment channel — is hereby approved as consistent with the cost limitation set forth in Government Code Section 6159(h)(1). City staff are authorized to configure the myCoachellaCA platform to charge such fees directly to residents and other end users who elect to pay by credit card, debit card, or electronic funds transfer.

Section 10. Implementation Authority. The City Manager, or designee, is authorized to take any and all actions and execute any and all documents necessary or convenient to implement this Resolution, including future adjustments to the fee amounts described herein, provided that no such adjustment shall cause the applicable fee to exceed the actual costs incurred by the City or its agent in

providing the applicable payment service.

Section 11. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED this 22nd day of July 2026.

Dr. Frank Figueroa
Mayor

ATTEST:

Angela M. Zepeda
City Clerk

APPROVED AS TO FORM:

BEST, BEST & KRIEGER

City Attorney
STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss.
CITY OF COACHELLA)

I HEREBY CERTIFY that the foregoing Resolution No. 2026-48 was duly adopted by the City Council of the City of Coachella at a regular meeting thereof, held on the 22nd day of July 2026, by the following vote of Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Delia Granados
Deputy City Clerk