

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	April 17, 2023	
Name of Agenda Item:	Service Agreement	
Section of Agenda:	Consent	
Department:	Parks	
Council Committee Review:	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
	Legal Review: <input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
Attachments:		
Payment Processing Agreement for Service and Pricing Fee Schedule from CSG Forte for the new Parks Department website development.		
Summary Statement:		
<p>The Parks Department, Finance Department, and IT proposed and reviewed the ability to provide a payment portal to take online payment and handle rental services in a more streamlined approach. The current system is out-of-date and needs to be updated to satisfy the requests of the auditors and will help the management team alleviate the flood of phone calls and emails requests for more assistance from park users. CSG Forte has offered a proposal for payment processing and a pricing fee schedule for use on the website. Parks Committee reviewed the updated proposal and recommended forwarding it to full council for approval.</p>		
Recommended Action:		
Motion to approve the Payment Processing Agreement and Pricing Fee Schedule and authorize the Mayor's signature on the agreement.		