

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 3 - 2021

JANUARY 20, 2021

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AN ORDINANCE

An Ordinance of the City of Allentown, County of Lehigh and Commonwealth of Pennsylvania, revising Article 400 Department of Parks and Recreation Fees to add Section 400.09 Credit Card Convenience Fee.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That the Fees portion of Article 400, Allentown Codified Ordinances, be amended as follows:

**400.09 CREDIT CARD CONVENIENCE FEE**

Whenever a credit card is used by a consumer to pay for Parks and Recreation Department offerings (i.e. concessions / daily admissions / memberships / facility rental fees / registrations) a convenience fee of Three (3%) Percent of the total due will be added to the transaction to offset the costs of facilitating the credit card transaction.

SECTION TWO: That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance be and the same are hereby repealed.

SECTION THREE: That this Ordinance takes effect ten (10) days after final passage.

	Yea	Nay
Candida Affa		
Julio A. Guridy		
Ce-Ce Gerlach		
Cynthia Mota		
Joshua Siegel		
Ed Zucal		
Daryl Hendricks		
TOTAL		

**I hereby certify that the foregoing Ordinance was  
passed by City Council on            and signed by  
the Mayor on            .**

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**CITY CLERK**

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Parks and Recreation / Department of Information Technology

- **Summary and Facts of the Bill**

This bill creates a convenience fee of 3% for credit card transactions which impacts the Parks and Recreation Department under Article 400 – Department of Parks and Recreation Fees

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

The goal of this bill is to increase the convenience for the consumer to pay for Parks and Recreation Department offerings (concessions / daily admissions / memberships / facility rental fees / registrations)

- **What are the Benefits of doing this/Down-side of doing this**

The benefit of this bill is that an increase of convenience for the consumer to purchase items will lead to an increase in revenue.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**

The cost of this bill is 3% per credit card transaction for items purchased from the Parks & Recreation Department (concessions / daily admissions / memberships / facility rental fees and registrations).

- **Benefits (initial and ongoing)**

The benefit of this bill is to allow consumers a more convenient option for purchases than the current in person structure. This increase in convenience will in turn lead to an increase in revenue.

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

None- This is a “convenience fee” assessed on the consumer to help offset the cost of facilitating credit card transactions.

- **Priority status/Deadlines, if any-**  
ASAP

- **Why should Council unanimously support this bill?**

Council should unanimously support this bill because the addition of the ability to receive and process credit card transactions improves the City’s customer service capabilities and increases our ability to collect revenue.