



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

Item No. _____

FROM: City Manager

SUBJECT: A Resolution Approving an Agreement with HdL Software, LLC for Business License Tax Administration Services

MEETING DATE: November 19, 2019

RECOMMENDATION:

That City Council approve and adopt the Resolution approving an Agreement with HdL Software, LLC ("HdL") for enhanced services related to Business License Tax Administration Services; assign the Resolution number next in order; and authorize the Mayor to execute the Agreement for and on behalf of the City of Commerce ("City").

BACKGROUND/ANALYSIS:

Currently, HdL provides sales tax, property tax and business license services to the City. Staff is recommending to enhance HdL's services to the City by expanding HdL's services and making use of available HdL software to better service the City's needs. The enhanced services to the City include providing business license tax administration and local tax compliance services. HdL's available solutions will be conducive towards automating repetitive tasks, which would provide the City and current staff with a streamlined approach to handling business license related issues. In collaboration with our staff, HdL services would likely lead to higher levels of collections and revenues for the City's General Fund.

ALTERNATIVES:

1. Approve staff recommendation
2. Provide staff with further direction

FISCAL IMPACT:

Depending on the number of business licenses processed, this action could result in a savings of approximately \$20,000 per year for the City's General Fund.

RELATIONSHIP TO STRATEGIC GOALS:

This item is not applicable to any specific 2016 Strategic Plan goal; however, it is related to the following: Fiscal Sustainability – *The City of Commerce will implement innovative and responsible policies and business practices to effectively manage its fiscal and human resources. The City will maintain a stable financial environment that is transparent and supports an outstanding quality of life for our community. City business practices will be efficient, business friendly and ensure exceptional customer service.*

Recommended by: Josh Brooks, Acting Director of Finance

Approved as to form: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Manager

ATTACHMENT:

1. Resolution
2. Agreement