



## AGENDA REPORT

**Meeting Date:** July 19, 2016

**Item Number:** E-15

**To:** Honorable Mayor & City Council

**From:** Mark Brower, Utility Billing and Customer Services Manager

**Subject:** APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$571,750 TO HDL COMPANIES FOR REVENUE ENHANCEMENT SERVICES

**Attachments:** None

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### **RECOMMENDATION**

Staff recommends that the City Council approve the purchase order with HdL Companies for revenue enhancement services for FY 16/17. City Council approved the original agreement #447-13 with HdL Companies for these services up to five years on November 5, 2013.

### **INTRODUCTION**

The City contracts for revenue enhancement services, which includes discovery of non-compliant business entities, business tax, sales tax, property tax and transient occupancy tax and revenue enhancement audits. In addition, collection and recovery services from non-payment of taxes, compliance audits and information services are used as tools to enhance local revenue. This product is considered a vital revenue protection and enhancement tool. HdL Companies works exclusively with the government sector and has the experience and expertise necessary to continue to protect the City's vital general fund revenues.

### **DISCUSSION**

Through HdL's services and audits of the City's business and transient occupancy taxes, audits of point of sale reporting of sales tax to the State and review of

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property tax allocations, the City will be assured that revenues in these vital areas are continually monitored and errors and omissions, by both tax payers and other taxing authorities are caught and corrected. In addition, HdL Companies will provide research and information related to the City's economic base aiding the economic development efforts of City staff and the Chamber.

**FISCAL IMPACT**

Funds are budgeted within the Administrative Services Budget.

  
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DON RHOADS  
Chief Financial Officer