



Staff Report

TO: City Council
FROM: Joel Belding, Economic Development Manager
DATE: September 17, 2024
SUBJECT: Authorization for Access to California Department of Tax and Fee Administration Sales and Use Tax Records

Description Consideration of a Resolution Authorizing Access to California Department of Tax and Fee Administration Data.

Background and Analysis:

The California Department of Tax and Fee Administration (CDTFA) requires the City to adopt a resolution authorizing one or more of its representatives to have access to CDTFA records. When adopting a resolution, the City is to list all positions that will need access to the confidential sales and use tax records. CDTFA recommends the resolution authorize access to position titles rather than individual names, which will accommodate personnel changes without the need to amend the resolution each time.

Given changes to positions and position titles that have occurred since the prior resolution, Resolution No. 2002-39, was adopted in July 2002, there is a need to adopt a new resolution. The proposed resolution will specifically reference only the City Manager but allow for additional positions to become authorized recipients by transmittal of a letter from the City to CDFTA. This approach will eliminate the need for further amendments to this resolution should positions and position titles change over time, unless CDTFA issues new requirements for access.

This resolution will also authorize continued access for Hinderliter, de Llamas & Associates (HdL), the City's current consulting firm, to assist the City with budgeting, fiscal forecasting, and economic development activities.

Adoption of this resolution will rescind Resolution No. 2002-39. Following adoption of this resolution, the City Manager will convey the resolution and a letter designating additional positions, such as the Finance Director, Community Development Director, and the Economic Development Manager, as authorized representatives to CDFTA.

Fiscal Impact:

There is no fiscal impact from adoption of this resolution. The cost to prepare this staff report was \$150.

Recommended Action:

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont Authorizing Examination of Sales or Transactions and Use Tax Records".

Attachments:

- A. Resolution