



TO: John McDonough, City Manager

FROM: Revenue Department

DATE: August 4, 2016 for Submission onto the August 16, 2016 City Council Meeting

ITEM: Request Waiver of Late Fees and Penalties for 2016 Business Occupational Tax Certificate for Software Paradigms International located at 5 Concourse Parkway, Ste#500 Sandy Springs, GA 30328.

Background:

Software Paradigms International is requesting a full waiver of late fees and penalties for their 2016 Business Occupational Tax Renewal in the amount of \$8,249.23. Applicant claims the reason for the late filing is due to a transition within its Finance department and the request for full waiver is due to a challenged financial state and tight budget. Software Paradigms International has been in operation within the City of Sandy Springs since 2004.

Discussion:

Business Occupational Tax Renewals are due every year no later than March 31, according to Chapter 54 Sec V of the City Code. Software Paradigms International had been late previously in tax year 2010. The application was not received until April 3, 2010 and that request for a waiver was denied by the previous Finance Director. For 2016, the applicant's Business Occupational Tax Renewal was received by the Revenue Department on May 26, 2016, 56 days after its due date. Software Paradigms International was offered a refund of \$500, which is permissible by the City Finance Director, but the applicant has requested a full waiver.

Recommendation:

Staff has reviewed this application and recommends a refund in the amount of \$500. The due date for Business Occupational Tax Renewals has not changed and the business was aware, even if not in receipt of notice, that the annual renewal was due.

Alternatives:

The City Council has authority to waive all penalties and interest and the applicant would receive a full refund in the amount of \$8,249.23.

Finance