



# Memorandum

**Date:** July 13, 2017  
**To:** Bruce D. Glasscock, City Manager  
**From:** Karen Rhodes-Whitley, Budget Director  
**Subject:** MuniServices, LLC Sales Tax Contract Payment

In May 2016, the City of Plano engaged MuniServices, LLC to provide Sales Tax Audit Review services in order to detect, document and correct sales tax misallocations thereby producing previously unrealized revenue for the City. Under the terms of the contract, once discovery of the misappropriated sales tax is documented and paid to the City, a 30% contingency fee is due to MuniServices. Recovery of thirteen separate entities sales tax collections during the month of April totaling \$64,641 has been documented as paid to the City. This agenda item approves payment of \$19,392 to MuniServices, LLC based on the 30% contingency agreement.

Please let me know if you have any questions.