



COMMISSION STAFF REPORT

MEETING DATE: December 15, 2020

SUBMITTED BY: Natalie Randall, Director Economic Development and Visitor Services

TITLE: Approval and Adoption of Ordinance No. 2020-10-A, An Amendment to Ordinance 2020-10 An Ordinance of the Board of San Juan County Commissioners Establishing Rules and Regulations for the Licensing and Operation of Businesses Within San Juan County. Natalie Randall, Director of Economic Development & Visitor Services

RECOMMENDATION: Approval of a Business License Fee Schedule

SUMMARY

San Juan County Economic Development administers the San Juan County Business Licensing. For 2020 the San Juan Commission waived county business license fees due to COVID-19. Per the ordinance adopted in 2020 a fee needs to be established for the license. The proposed fee is \$50 for the standard business license and \$15 for the home-based business license. Home based business licenses are not required, however if a business would like to obtain a license there is a fee in place to cover administrative costs.

The software iWorq that supports the maintenance of business licenses is \$3,650/year. The proposed business license fee would be directly utilized to offset the cost of the software and administration.

The attached ordinance amendment will establish this fee continuing forward from the year 2021. Changes to the original ordinance are highlighted in red and includes strikethroughs of the deleted language therein.

HISTORY/PAST ACTION

Adoption of the Business License Ordinance 2020-10 took place back in May of 2020.

FISCAL IMPACT

Collected fee to offset administration costs of the license.