



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A Resolution to approve an agreement with South Central Planning & Development Commission (SCPDC), to provide software modules for Planning and Zoning, Building, and Code Enforcement to the City of Elgin, Texas for a minimum period of two (2) years and to authorize the Mayor to execute said agreement.

DEPARTMENT: Development Services

PROPOSED ACTION: Discussion, consideration, and action on a resolution to approve an agreement with South Central Planning & Development Commission (SCPDC), to provide software modules for Planning and Zoning, Building, and Code Enforcement to the City of Elgin, Texas for a minimum period of two (2) years and to authorize the Mayor to execute said agreement.

BACKGROUND: In September 2018, the City Council approved a contract with a third party called IworQ Systems to provide proprietary software for Building & Code Enforcement purposes. This contract was for a period of one (1) year. Presently this system needs module upgrades to handle additional storage capacity and incorporate planning & zoning functions for their applications. In order to increase the capacity of this system and add modules would increase the yearly cost from \$3,750 to around \$7,500 dollars (billed in 4 quarters).

In review of other permitting software in use within the Austin-Round Rock Metropolitan Area, many communities use a provider known as MyGovernmentOnline software. This consists of several modules able to handle building, planning & zoning, code enforcement. This software was created by the South-Central Planning & Development Commission (SCPDC) which is a governmental regional planning commission and political subdivision out of the New Orleans, LA Metropolitan Area. Currently the Capital Area Council of Governments (CAPCOG) is a signatory partner with SCPDC for their software.

Yearly cost to utilize the new software is based on the number of permits through the Department which is now between 500 and 1,000 permits a year for the building module. The code enforcement and planning & zoning modules are flat rates based off of the permit numbers in the building module. This would bring total costs to \$10,788 yearly (billed in 12 monthly installments of \$899.00). Additional separate costs will include one-time fees for online credit card establishment, minimum three (3) visits for training staff which consists of lodging, transportation, and meals.

BUDGET/FINANCIAL IMPACT:

Funding for this item was { } included {X} not included in the current-year budget { } N/A

RECOMMENDATION: Staff recommends the City Council approve this item.

ATTACHMENTS:

Resolution

- { } Staff will be making a detailed presentation on this agenda item at the meeting.
- {X} Staff will provide brief comments and answer questions on this item at the meeting.
- { } This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.