



Elgin City Council Meeting Agenda Item Executive Summary

ITEM: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS TO APPROVE A LICENSING AND SERVICES AGREEMENT WITH THE SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION (SCPDC) TO PROVIDE, INSTALL AND MAINTAIN SOFTWARE APPLICATIONS THAT WILL FACILITATE THE PROCESSING OF DEVELOPMENT PERMITS, PLANNING AND ZONING AND CODE ENFORCEMENT ACTIVITIES OF THE DEVELOPMENT SERVICES DEPARTMENT; AND TO AUTHORIZE THE MAYOR TO EXECUTE SAID AGREEMENT.

DEPARTMENT: Finance

PROPOSED ACTION: Authorize Mayor to Execute the Agreement as presented or with any modifications the Council may wish to suggest.

BACKGROUND:

One of the purposes of the sale of the 2019A bonds was to provide funding for upgrading the City's management software for certain applications that were deemed to be currently inadequate. In September of 2018 the City acquired similar software to that being proposed here, to automate certain development activities such as permitting, planning and zoning activities etc. After the hiring of a new Director of Development Services in 2019, it was determined that the current software, while adequate, is not the most commonly used by most Community Development Departments and lacks the functionality of the new recommended software. In fact, the proposed software was developed in conjunction and cooperation with the Capital Area Council of Governments (CAPCOG), who facilitates the acquisition of the software in this area. The initial costs for acquisition of the SCPDC software will be paid from the 2019A Bond proceeds. Annual licensing and use fees thereafter are approximately the same as that for I WORKS so this would not represent an increase in costs going forward.

BUDGET/FINANCIAL IMPACT:

Funding for the installation and first year maintenance costs the software proposed to be purchased from SCPDC, would come from proceeds of the 2019A Certificates of Obligations.

RECOMMENDATION: Recommended for acceptance

ATTACHMENTS: 1.) Copy of Resolution authorizing the Agreement between City and SCPDC
2.) Copy of Agreement with SCPDC containing the scope of work, services to be provided, cost of services and other terms and conditions to be agreed to between the parties.

{X} Staff will provide brief comments and answer questions on this item at 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.