

Council Meeting Date: September 10, 2019

or Council Workshop Date: _____

Regular Agenda ☐

Consent ☒

Executive Session ☐

Attachments ☐

Ordinance Publication Date: _____

Must be published 72 hours before meeting; deadline to WC Sun is 11:00 Monday

Draft Ordinance to City Secretary: _____

Draft ordinance must be given to City Secretary one week before Council meeting

AGENDA ITEM COVER SHEET

SUBJECT:

Consideration and possible action to approve **an appropriation of \$162,000 to Tyler Technologies** for IT software maintenance expenses for the Incode software system (Financial, Court and Utility Billing software).
Chris Bryce, IT Director

ITEM SUMMARY/SPECIAL CONSIDERATIONS:

This item is one of several annual technology maintenance appropriations that are submitted for advanced approval at the beginning of each fiscal year so that invoices may be paid in a timely manner when they are received.

This item is to approve the annual maintenance payment on the City's Incode software.

Until the implementation of the City's new Workday software, Incode will continue to serve as the City's primary Enterprise Resource Planning (ERP) software system. It delivers financial management, purchasing, utility billing, municipal court, and human resources functionality. Maintenance covers software updates, fixes, and support of the software.

The utility billing function of Incode was replaced by the Itineris UMAX software that went live in August of 2018. The City is in the process of implementing the Workday product to replace Incode's financial, human resources, payroll, and procurement functions. It is expected that most Incode functionality will be retired in FY 2021, leaving only the Municipal Court functionality of Incode in place.

FINANCIAL IMPACT:

All items were budgeted during the FY 2020 budget process. Expenses in the amount of \$162,000 will be recorded in account 570-5-0641-51-341 (IT Contracts – Annual Contracts). The purchase qualifies as a proprietary exception because it is a renewal of maintenance on a previously purchased product.

COMMENTS:

ATTACHMENTS:

None