



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Council Discussion to consider an agreement with Tyler/Energov for Digitization of the Planning & Community Development Process.

Submitted By: SaVaughn Irons, Principal Planner, Planning & Community Development Department

Date Submitted: November 29, 2023

Work Session Date: December 4, 2023

Council Meeting Date: December 4, 2023

Background/History:

Through the vision of moving the City of Forest Park forward, The Digitization strategy presented to Mayor and Council back in June, and the Leaf Life Plan provided by Mayor Butler, The Planning and Community Development Department has been making strides to update current processes and the way day to day business is handled to become more customer focused. With the current manual process in effect, there are multiple paper applications and residents, developers and potential new business owners have to come into the office to apply and make payments for any proposed projects. This has caused slower processing times, inefficiencies, and a consumption of valuable time for both the applicant and staff. By updating the current software, this digital transformation has the power to radically change how the City of Forest Park's Planning & Community Development operates moving forward.

Cost: \$60,923.00 – Business licensing

\$116,777.00 – Planning & Community Development

Reoccurring annual cost (\$18,923 BL & \$22,777 for PCD)

– projected to be paid quarterly.

Budgeted for: Yes No

Financial Impact: This project will be funded from the technology budget.

Action Requested from Council:

To Approve the quote provided by Tyler/Energov to move forward with the digitization of the Planning & Community development applications and processes.

