



Board:	City Commission
Agenda	February 9, 2026
Date:	
Presenter:	Patricia West

Staff Report

Agenda Item Title:

Community Development Budget Amendment

Background:

The Community Development Department is seeking approval to proceed with the purchase of a BS&A Software Module to assist in permit workflow and oversight, rental inspections and property maintenance. The enclosed proposal expires February 26, 2026.

This purchase is to modernize the planning and zoning permit process. This will link assessing, tax, accounts receivable and community development together working from one parcel/property identification.

Fiscal Effect:

Computer Expenses Budgeted: \$7000
Computer Expenses Projected: \$13,355
Additional Budget Impact: \$6,355

Supporting Documentation:

BS&A Community Development Proposal

Recommendation:

Motion to approve the purchase of the BS&A Community Development Module for \$6355 and amend the community development budget accordingly.