



REQUEST FOR COUNCIL ACTION

AGENDA DATE: 08/10/2026

AGENDA ITEM: Consider entering into an agreement with Plan-IT Software LLC.

PREPARED BY: Erik Scott

BACKGROUND:

The Administration and Finance Departments needed a system for better managing the capital budgeting process. Plan-IT is a proven software solution that provides simple but powerful tools for managing capital budgeting.

The attached contract is for a term of three years, commencing on September 1, 2026 through September 1, 2029 at an annual cost of \$6000.00.

REQUESTED COUNCIL ACTION:

Make a motion to enter into agreement with Plan-IT Software LLC, approving annual cost of \$6,000.00 per year for the term of the contract and authorize the Mayor to sign necessary documents.