



OFFICE OF CITY RECORDER

AGENDA ITEM REPORT

TO: City Council

FROM: Bettina Chandler, City Recorder

DATE: January 16, 2025

SUBJECT: Request Approval for Purchase to Upgrade Property Tax and Fixed Asset Software

BACKGROUND:

- Local Government Corporation is the company the Finance Department uses for all financial software. They have been updating the original FlexGen software to NextGen.
- The City has updated the Financial Management, Purchasing, Business License and Utility software. The Property Tax and Fixed Asset software are the final two to be upgraded.
- The upgrade was going to be requested in the Operating Budget for FY 2025-26, however, many cities are waiting to do these upgrades next year.

FISCAL IMPACT:

- The cost for the upgrade will be \$6,772.80.

REQUEST/RECOMMENDATION:

Approval from the City Council to place the order for the upgrade prior to other cities/clients of LGC. There are two options listed in the attached memo.

ATTACHMENTS:

Memo from Bettina Chandler with supporting documents from Local Government Corporation