



Minutes

Lakewood City Council

Adjourned Regular Meeting held
May 10, 2005

MEETING WAS CALLED TO ORDER at 6:00 p.m. by Mayor Esquivel in the Executive Board Room at the Civic Center, 5000 Clark Avenue, Lakewood, California.

ROLL CALL: PRESENT: Mayor Joseph Esquivel
Vice Mayor Larry Van Nostran
Council Member Steve Croft
Council Member Diane DuBois
Council Member Todd Rogers

City Manager Howard Chambers advised that the presentations to follow would outline the process for development of the Strategic Information Technology Plan, an implementation plan for computer hardware and software projects; and replacement of the Enterprise Resource Planning System, a major project to replace the City's antiquated, computerized Financial Management Information System.

STRATEGIC INFORMATION TECHNOLOGY PLAN

Assistant City Manager Michael Stover displayed slides and gave an oral presentation based on the memo contained in the agenda. He stated the Strategic Information Technology Plan (SITP) was the master plan document establishing priorities for the planning and deployment of the City's computerized technologies. He advised that the SITP contained 88 projects and identified the highest priority projects, such as the replacement of the Enterprise Resource Planning System, e-government services, and geographic information system (GIS) improvements. It was the recommendation of staff that the City Council adopt the Strategic Information Technology Plan 2005, in concept, with approval of specific projects and funding to be addressed through review of the Enterprise Resource Planning report to the City Council and upcoming budget deliberations.

Luanne Sloan, NexLevel Information Technology, Inc., briefly reviewed the process of building the SITP document and provided a demonstration of the PlanIT software.

Responding to a question from Council Member Croft regarding scope creep and change control, Mr. Stover stated a due diligence report was prepared before going into each IT project and a change approval process established to ensure that resources are re-evaluated with any changes.

COUNCIL MEMBER ROGERS MOVED AND COUNCIL MEMBER CROFT SECONDED TO APPROVE THE STRATEGIC INFORMATION TECHNOLOGY PLAN IN CONCEPT AS RECOMMENDED BY STAFF. THERE BEING NO OBJECTION, IT WAS SO ORDERED.

REPLACEMENT OF ENTERPRISE RESOURCE PLANNING SYSTEM

Mr. Stover displayed slides and gave an oral presentation based on the memo contained in the agenda. He stated the system currently in use for City computer applications had been in place for 24 years and was written in a computer code so old it was known to very few people. A new system would be "off the shelf" software that would be continuously updated and would take approximately 24 months to fully implement.

Liz Atchley, representing the City's IT facilities management firm, ACS, displayed slides and briefly reviewed the progress of the process to date. She stated that the four cities who were still using the old FMIS system had been through a needs assessment to enable the draft of a Request for Proposals. Responses had been received to the RFP and been evaluated and reviewed with the four cities, with the top four companies being interviewed. In July 2004, the top two companies had been invited to provide product demonstrations.

Mr. Stover advised that following the evaluation and demonstrations, the Munis software package appeared to be the best fit for Lakewood, based on factors such as knowledge of city government business and accounting practices; installed base of customers in California; flexibility in integrating with the GroupWise system; and government implementation track record.

Responding to a question from Vice Mayor Van Nostran, Mr. Stover stated that one of the considerations had been that Munis was not tied to Microsoft as the other bidder, Cogsdale/MS Great Plains was, and that while there were other systems that could be more highly customized to meet the City's needs, implementation risks and the associated costs were very high.

Council Member DuBois inquired about citizen interface with the system and the ability to make payments online. Mr. Stover stated that the system would allow residents to make water bill payments online.

A demonstration was given to show navigating the existing FMIS system as compared to the same functions under the Munis system.

Mr. Stover continued by stating the Munis system offered deeper support services and was tailored for municipal government. He noted that there were several applications provided by the current system that would not be addressed by the Munis or other financial system software and would require separate solutions. He advised that there were two ways to purchase the Munis software, either to buy it directly from Tyler Technologies, the parent company for Munis, or it could be purchased through the City's IT management firm, ACS, and briefly covered the pros and cons of each. It was the recommendation of staff that the City Council select Tyler Technologies Munis system as the preferred ERP replacement system; appropriate \$1.96 million for the ERP Replacement Project from designated General Fund reserves; authorize staff to negotiate for the Munis system either with Tyler Technologies or ACS; and to authorize execution of an agreement with AEF Systems Consulting, Inc. in an amount not to exceed \$11,700 for Stage I ERP negotiations.

REPLACEMENT OF ENTERPRISE RESOURCE PLANNING SYSTEM - Continued

Council Member Rogers inquired about the life span of the new system, the long-term, ongoing costs, and the cost effectiveness of going with a customizable system rather than one which required the purchase of additional software systems to deal with orphan applications. Mr. Stover responded by stating the software would be continually updated as new releases of the software became available and that the company was already in the process of adding new modules which might benefit the City, like a constituent request management module to replace the existing service request system. Mr. Stover reported that although the new and old system would have to run concurrently for the first couple of years, there could be cost offsets for the license and maintenance costs of the new system when programming services were no longer required for the old system. He also advised that although there had been proposals that offered highly customizable software, the costs were likely to be too big for the City's wallet and there would still be ongoing license and maintenance fees attached.

Council Member Croft observed that to implement a highly customized system would lead the City back into this same position in another twenty years. He inquired about the relationship between Munis and Tyler Technologies. Jim Davin of Tyler Technologies stated that Munis was the largest software application in the Tyler family, and credited with forty percent of the company's business, that the CEO of Tyler had been the President of Munis.

COUNCIL MEMBER DUBOIS MOVED AND VICE MAYOR VAN NOSTRAN SECONDED TO APPROVE STAFF'S RECOMMENDATIONS. THERE BEING NO OBJECTION, IT WAS SO ORDERED.

ADJOURNMENT

There being no further business to be brought before the City Council, Mayor Esquivel adjourned the meeting at 7:21 p.m.

Respectfully submitted,

Denise R. Hayward, CMC
City Clerk