

BOARD OF ALDERMEN

ITEM NO. C(4)

AGENDA ITEM ABSTRACT

MEETING DATE: February 5, 2008

TITLE: Request to Amend Centura Installment Purchase Contracts to Enable Additional Software Purchases for the Recreation and Public Works Departments

DEPARTMENT: Management Services	PUBLIC HEARING: YES ____ NO <u>x</u>
ATTACHMENTS: Attachment A: Resolution to Amend RBC Centura Contract Attachment B: Budget Amendment	FOR INFORMATION CONTACT: L. Bingham Roenigk, 918-7439

PURPOSE: The Board, in adopting the annual fiscal year budget, approves the use of installment purchase (informally known as lease-purchasing financing) funding for numerous vehicles and equipment. Town staff has identified additional lease proceeds in a contract from FY06-07 that is available for “drawdown” to purchase additional capital items.

The Board is requested to adopt a resolution amending the installment purchase contract with Centura to enable the purchase of software for the Recreation and Public Works Departments and to approve a budget amendment appropriating the funds.

INFORMATION: The Town, in pursuing debt financing for capital items as approved by the Board, occasionally has to borrow funds prior to the actual expense, resulting in the possibility of having excess funds. When this occurs, the Town has several options; one of, which is amending the contract to buy additional pieces of equipment (provided the bank agrees to this). Representatives from Centura Bank have agreed to amend the contract for the items identified above. Another option is applying the excess to reduce the debt payment in the final year of payment.

The Town staff recommends amending the Centura contract to purchase software that will assist in automating manual processes and provide significant efficiencies for both residents and staff in providing services. Purchasing software for the Recreation Department will enable online registration for recreation programs and will enable patrons to see facility availability for potential Century Center and all park facilities. This will provide citizen convenience reviewing facility availability and in registering for programs. There will also be the added benefit of reduced lines at the Century Center during registration periods for programs. The costing software for the Public Works Department will automate its work order system enabling the department to track job functions, hours and cost needed to perform services.

FISCAL IMPACT: Both software purchases will require ongoing software maintenance costs totaling approximately \$5,000 in additional operating costs for the upcoming year (\$2000 for Public Works; \$3,000 for Recreation).

STAFF RECOMMENDATION Adopt the resolution to amend the Centura contract enabling the Town to purchase the additional items. The Board is also requested to approve the budget amendment to purchase the software.

