

City of College Place, Washington

ORDINANCE NO. 24-017

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE INFORMATION TECHNOLOGY PLAN FOR THE YEARS 2025 THROUGH 2030

WHEREAS, the City of College Place is a non-charter code city with powers set forth in RCW Title 35A.24.010; and

WHEREAS, a six-year Information Technology Plan is not required by any Federal, State, or Local statute but are a matter of good public policy for future planning of citywide services; and

WHEREAS, updates to the six-year Information technology Planning documents have been posted on the city budget portal website:

https://cpwa.us/departments/finance/fy_2025_budget_process_.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 24-017 that adopts the 2025 to 2030 Information Technology Plan as shown in Exhibit 2 attached to this Ordinance.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Information Technology Plan.

Section 3: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 26th day of November, 2024.

Signed by:

Norma L. Hernández

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Norma L. Hernández, Mayor

Attest:

Signed by:

Maryelizabeth Garcia

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Maryelizabeth Garcia, City
Clerk

Approved as to form:

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Rea L. Culwell

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Rea Culwell, City Attorney

City of College Place: 2025 to 2030 Information Technology Plan

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Docusign		Medium	Budgeted	22% - Fire Ambulance, 35.6% - Tech Reserve, 18.6% City Admin Cost Split, 23.7% Public Works Split (25% Street, 25% Storm, 25% Water, 25% WW)	Maintenance on Docusign Software.	Software	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 14,152.20	\$ 14,576.77	\$ 83,688.97
Association of Washington Cities GIS Consortium: Tier I Membership	1058	Medium	Budgeted	Technology Reserve	Lower to Tier 1 membership since we obtained PHIMA Grant where JUB compiled our GIS data.	Staffing	\$ 3,333.00	\$ 3,366.33	\$ 3,399.99	\$ 3,433.99	\$ 3,468.33	\$ 3,503.02	\$ 20,504.67
Computers	1032	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule)	Hardware	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 21,000.00
Monitors		Medium	Budgeted	Technology Reserve	Replace aging monitors	Hardware	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 21,000.00
Office 365 Environment	1026	High	Budgeted	22% - Fire Ambulance, 35.6% - Tech Reserve, 18.6% City Admin Cost Split, 23.7% Public Works Split (25% Street, 25% Storm, 25% Water, 25% WW)	Includes Microsoft Office software, Teams, One Drive cloud storage, and hosted email server with added security.	Software	\$ 40,000.00	\$ 42,000.00	\$ 44,000.00	\$ 46,000.00	\$ 48,000.00	\$ 50,000.00	\$ 270,000.00
Bitdefender		High	Budgeted	Technology Reserve	Anti-Virus, Malware, treat protection	Software	\$ 1,930.00	\$ 1,987.90	\$ 2,047.54	\$ 2,108.96	\$ 2,172.23	\$ 2,237.40	\$ 12,484.03
Wifi @ Community Parks	1059	High	Budgeted	Technology Reserve	Wifi internet access at Lions Park, Kiwanis Park, Veterans Park, and Municipal Campus	Internet	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 14,400.00
Administration: Total							\$ 213,278.88	\$ 210,531.56	\$ 216,101.23	\$ 218,159.63	\$ 222,833.31	\$ 228,469.47	\$ 1,309,374.09
Community Development													
4k - 65" TV	1050	High	Budgeted	Technology Reserve	View electronic plans in full scale. Streamline plan review process.	Hardware	\$ 1,000.00						\$ 1,000.00
Bluebeam (CAAD Microsystems)	1051	High	Budgeted	Technology Reserve	Streamline plan review process.	Software	\$ 5,658.00	\$ 5,771.00	\$ 5,887.00	\$ 6,005.00	\$ 6,125.10	\$ 6,247.60	\$ 35,693.70
Azavar - Short Term Vacation Rental Software Maintenance	1047	High - Maintenance	Budgeted	Technology Reserve	Software utilized for short term vacation rental registration	Software	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 21,000.00
Survey Monkey	1049	Medium	Budgeted	Technology Reserve	Software to allow city staff to put together surveys on various topics. Unlimited participants can take surveys.	Software	\$ 4,071.00	\$ 4,152.00	\$ 4,235.00	\$ 4,319.70	\$ 4,406.09	\$ 4,494.22	\$ 25,678.01
Tyler EPL - Permitting	1048	Medium	Budgeted	Technology Reserve	Maintenance expense on Community Development/Permitting Portal	Software	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 73,488.00
Computers	1046	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware	\$ 6,000	\$ 2,000.00	\$ 2,000.00			\$ 1,000.00	\$ 11,000.00
Community Development: Total							\$ 26,477.00	\$ 25,671.00	\$ 25,870.00	\$ 26,072.70	\$ 26,279.19	\$ 26,489.82	\$ 156,859.71
Fire													
Firehouse Software Replacement	2022	High - Existing Maintenance	Budgeted	Current Expense	Firehouse Software got bought out by another company. Will need to pay upgrade cost.	Software	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$72,000.00
WSRB Software	2023	High	Budgeted	Ambulance Utility	Required software for reporting of fire incidents.	Software	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$12,000.00
Portable Radio Replacement	2021	High - Replacement	Budgeted	Ambulance Utility	Replacement radios for Fire Department. Covered by 50% grant match from State Department of Natural Resources.	Hardware	\$ 19,500.00		\$ 19,500.00		\$ 19,500.00		\$58,500.00
Computers	2019	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00			\$10,000.00
Fire: Total							\$ 33,500.00	\$ 14,000.00	\$ 33,500.00	\$ 14,000.00	\$ 33,500.00	\$ 14,000.00	\$ 142,500.00
Police													
Axon Enterprise Inc.	3014	High	Budgeted	Tech Reserve - Body Cameras; Current Expense - Tasers	Redaction Software for body cameras.	Hardware	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 240,000.00
Security Camera - City Parks	3015	Medium	Budgeted	Forfeited Proceeds	Install Cameras in following areas: 2026-Whitman Dr/Academy Way, 2028 - Larch & 12th, 2030 - Mojonier	Hardware		\$ 9,000.00		\$ 9,000.00		\$ 9,000.00	\$ 27,000.00
Absolute Software	3018	High - Existing Maintenance	Budgeted	Current Expense	Secure VPN connection	Software	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 39,000.00
Computers	3016	High - Replacement	Budgeted	Technology Reserve	Replace rugged labtops and desktops to keep up with rotation.	Hardware	\$ 11,400.00	\$ 3,000.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 19,900.00
Network - Access points		Medium	Budgeted	Technology Reserve	Unifi - Wireless AP	Hardware	\$ 617.00						\$ 617.00
Police: Total							\$ 58,517.00	\$ 58,500.00	\$ 49,000.00	\$ 56,500.00	\$ 47,500.00	\$ 56,500.00	\$ 326,517.00

Public Works													
Syncta Backflow	8021	High	Budgeted	Water Utility	Backflow testing software to replace software that is no longer supported.	Software	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 55,200.00
Tyler Asset Management (Working on quote, to replace Iworq)	8022	High - Existing Maintenance	Budgeted	25% Streets-Tech Reserve, 25% Storm Utility, 25% Wastewater Utility, 25% Water Utility	Need to migrate to Tyler for Asset Management so it matches other modules.	Software	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 10,038.00
ESRI ArcGIS - Maintenance	8023	High - Existing Maintenance	Budgeted	25% Streets-Tech Reserve, 25% Storm Utility, 25% Wastewater Utility, 25% Water Utility	Annual software maintenance on ESRI ArcGIS software.	Software	\$ 3,234.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 3,400.00	\$ 3,400.00	\$ 19,934.00
Computers	8021	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan and computer for additional hire.	Hardware	\$ 6,500.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00		\$ 15,700.00
Network - Access points		Medium	Budgeted	Technology Reserve	Unifi - Wireless AP	Hardware	\$ 617.00						\$ 617.00
Public Works: Total							\$ 20,607.00	\$ 16,473.00	\$ 16,473.00	\$ 16,473.00	\$ 16,573.00	\$ 14,273.00	\$ 100,872.00
Total Cost							\$ 352,379.88	\$ 325,175.56	\$ 340,944.23	\$ 331,205.33	\$ 346,685.51	\$ 339,732.29	\$ 2,036,122.80