



MEMORANDUM

To: Mayor and City Council

Through: Mike Land, City Manager

From: Traci E. Leach, Deputy City Manager

Date: January 18, 2019

Reference: Software Conversion for Court Case Management

2030: **Sense of Community, Special Place to Live, Business Prosperity, Sustainable City Government**

Introduction:

As discussed in the December 11th Work Session, moving forward with the purchase and software conversion of the court's case management software is beneficial for a number of reasons:

- Allows the court to reach its goal of using automation to streamline processes and improves efficiencies, which will help the department save time and money; and
- Improves the customer experience and saves defendants money when utilizing the online payment module; and
- Meets CJIS compliance standards; and
- Creates a unified Incode experience with the four cities currently utilizing NTECC

The staff recommends purchasing Tyler Technologies' Incode 10 software application, along with all of the necessary interfaces and applications needed. The total cost of the conversion (\$217,727.29) will be split between two fiscal years, as there are some maintenance and final interface costs that are paid once the software is live, which will be FY 19-20.

Legal: None.

Fiscal Impact: A budget amendment of \$161,198.29 will be taken before the City Council later this year to fund this project under the current fiscal year. There is available money in the Court Technology Fund and the Court's Judicial Efficiency Fund to pay for this project.

Recommendation: Staff recommends approval to amend the existing contract with Tyler Technologies to include the purchase and implementation of the Incode Municipal Court Software; as provided for through Special Revenue Funds.