

TIF Committee Meeting Minutes

Location: Council Chambers, City Hall

Date: June 20, 2024

Time: 2:16 pm

Attendees: Jeffery Cooper, Councilor Frank F. Ortega, Daniel Carbajal, Summer Ludwig, Jeffrey Gatewood, Judge Keith Norwood

Absent: Darleen Aragon, Councilor Steven Holdman

Agenda Items

MOTION: To Approve the Agenda for June 20, 2024, by Judge Keith Norwood, **SECOND** by Jeffrey Gatewood. **APPROVED;** Unanimously.

MOTION: To Approve the Minutes from April 11, 2024, by Judge Keith Norwood, **SECOND** by Jeffrey Gatewood. **APPROVED;** Unanimously.

Information: Reviewed financial standing of TIF \$103,660.40 cash on hand (including -\$21,339.60 for approved purchase of Toughbooks) and anticipated revenues of \$60,000 for FY 2025

Action Items

1. Consideration with possible action to use TIF funds for the set-up and first year of costs for a new website specialized for a municipality. – Jeffery Cooper, IT Manager and Summer Ludwig

Summer Ludwig reviewed the quote from CivicPlus to migrate existing information to a new website, design, and develop the site, and the first year of operation. The total amount of the bid is \$34,793.25. This is a direct service, so the entire amount is requested.

Other competing companies were considered; however, they did not offer the same level of service, integration with our existing technologies, and stability as CivicPlus.

Moving to the CivicPlus platform will also ensure that our website is ADA Accessible as required by law, our current website does not meet these requirements. It is also safe and secure to a much greater degree than our current site. It would allow easier back-end management and allow our citizens to do most City business online.

Jeffery Cooper went over additional features and integrations and the process if the IT Committee approves the quote. Discussion was had regarding the usability and access for different departments and the City Council.

MOTION: To Approve moving forward with CivicPlus and the attached quote of \$34,793.25 by Judge Keith Norwood, **SECOND** by Jeffrey Gatewood. **APPROVED;** Unanimously.

Next Meeting

Thursday, September 5th at 2pm at City Hall.

Adjournment at 2:45pm