



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Barbara Mason, Purchasing Manager
Lincoln Bogard, Administrative Services Director

MEETING DATE: June 25, 2024

SUBJECT: Consideration of Resolution 2024-95, Consolidated Approval of Software-as-a-Service Projects Utilized Citywide

RECOMMENDATION:

Adopt Resolution 2024-95.

BACKGROUND:

The City of Banning utilizes software to conduct operations, maintain records, reporting, compliance, transparency, implementation and comply with Federal, State and Local requirements and regulations. The software programs assist in many facets of the City from Utility billing and financial reporting to project management to Parks & Recreation events. The use of these software programs streamlines productivity, provides open communication and transparency of information to name a few benefits.

Recent changes in the Government Accounting Standards Board (GASB) requires reporting on software agreements that include Subscription-Based Information Technology Arrangements (SBITAs). This new standard, GASB 96, establishes uniform accounting and financial reporting requirements for SBITAs for the purpose of improves the comparability of government's financial statements, and enhancing the understandability, reliability, relevance, and consistency of information.

Additionally, the future implementation of the new financial ERP software will track these agreements and assist in the reporting of GASB 96 as well as management of these SaaS agreements.

As part of these endeavors, Staff have created a list of software (Exhibit "A") and would like to streamline the approval of the SaaS agreements and increase transparency. The software total is \$1,970,373.23 which includes software previously approved by City Council in the amount of \$1,072,483.44 for various multi-year SaaS agreements.

Additionally, there are three multi-year agreements that are presented for approval for the additional 2 years costs beyond the fiscal year 2024/2025 in the amount of \$215,014.92 (ICC digital codes \$4,743.34, Leadsonline \$10,966.66, and Microsoft licensing \$199,304.92).

JUSTIFICATION:

The varied software applications and platforms are necessary tools utilized by Staff for continued operations across all departments. The software provides informational data and reporting enabling Staff and Council to manage the City of Banning. By submitting the annual listing of the software, this will streamline the timely presentation for approval to the City Council in one cohesive effort.

FISCAL IMPACT:

Staff budgets for the software for their prospective department which is approved annually by City Council. Any software purchases not within budget would be presented to City Council for approval.

ALTERNATIVES:

1. Adopt Resolution 2024-95 as recommended.
2. Adopt Resolution 2024-95 with modifications.
3. Do not approve Resolution 2024-95 and provide alternative direction to staff.

ATTACHMENTS:

1. [Resolution 2024-95, Citywide SAAS.docx](#)
2. [CitySoftware_ FY24 report.pdf](#)