

**CITY OF BUCKEYE
COUNCIL WORKSHOP
NOVEMBER 4, 2014
MINUTES**

1. Call to Order/Roll Call

Mayor Meck called the meeting to order at 4:04 p.m.

Members Present: Councilmember Strauss (arrived at 4:05 p.m.), Councilmember Hess, Councilmember McAchran, Councilmember Heustis, and Mayor Meck.

Members Absent: Councilmember Garza, Vice Mayor Orsborn.

Departments Present: City Manager Stephen Cleveland, Assistant City Manager Roger Klingler, City Attorney Scott Ruby, Assistant to Council Carol Conley, Fire Chief Bob Costello, Finance Director Larry Price, Economic Development Director Len Becker, Community Services Director Cheryl Sedig, Public Works Director Scott Lowe, Human Resources Director Nancy Love, Water Resources Director Dave Nigh, Development Services Director George Flores, Government Relations Manager George Diaz, Information Technology Director Greg Platacz, Planning Manager Terri Hogan, and Marketing and Communications Manager Jennifer Rogers.

**2. Discussion of the Enterprise Resource Planning System (ERP) License and Service Contract With Tyler Technologies, Inc.
Staff Liaison: Greg Platacz, Information Technology Director
District No. N/A**

Mr. Platacz provided an overview of the Enterprise Resource Planning (ERP) system. Ms. Meier discussed the ERP system; ERP is a single database consisting of several applications with data sharing from a single information repository. The ERP system will improve information accuracy and availability and drive business transformation. A depiction of the applications each department will use and how they will be integrated into ERP is provided. The single protected database will include Development Services, Engineering, Finance, Utility Billing, Payroll, Human Resources, Fleet Facilities Maintenance, Public Works, Water Resources, Business Licenses and Special Assessment. The ERP project timeline was presented and discussed; the plan was put on a strategic roadmap in 2007 and will be fully implemented in 2017. The implementation timeline was displayed with phase 1 beginning in Fiscal Year 2015 and phase 5 beginning in Fiscal Year 2017. The objective and benefits include providing enterprise-wide reporting and decision support in real-time and modern technology to provide new online constituent services. An overview of the request for proposal process was presented. Tyler Technologies, Inc. (Tyler) was recommended by the ERP Selection Committee in August, 2014. Tyler was founded in 1966, provides software exclusively for the public sector and has 11,000 customers worldwide. Factors that were considered when selecting Tyler include their predictive future costs and their disaster recovery service to protect data and systems. Tyler provides technology through integration, fits our budget and business requirements, and supports our needs today and into the future. The budget for this project was discussed; 2.18 million has been budgeted for the ERP system. On-going and future costs are provided with annual maintenance and accessory hardware costs incorporated. Mr. Platacz discussed staff recommendation of the system. The City of Buckeye Information Technology department will be maintaining the unified system. Mr. Williams provided clarification regarding the proposed five year service contract with Tyler. Bill Lane, Tyler Technologies, presented information and clarification related

to the disaster recovery system managed by Tyler. General discussion was held regarding implementation and maintenance of the ERP system.

3. Discussion of Anti-Harassment and Anti-Discrimination Training
Staff Liaison: Nancy Love, Human Resources Director
District No. N/A

Ms. Love provided an overview of anti-harassment and anti-discrimination training. Although Councilmembers are not subject to the City's personnel policies and procedures, the training is being provided to elected officials in the best interest of the City. Over the past several months, Human Resources staff has trained over 470 full and part-time employees on the anti-harassment and anti-discrimination policy. Ms. Solberg presented information related to anti-harassment and anti-discrimination training. It is important to maintain a harassment free workplace. Workplace harassment is defined as unwelcome conduct based on sex, age, race, color, national origin, religion, sexual orientation and/or marital status that create a hostile/offensive work environment affecting work performance. Examples of workplace harassment were presented. Harassment is not tolerated and the City ensures the work environment is free from discrimination and harassment by investigating reports thoroughly and taking corrective action related to any violations. Types of harassment include verbal harassment, physical harassment, visual harassment, and sexual harassment; definitions and examples of each were provided. The method for reporting harassment concerns, prevention of harassment, and the responsibility of each employee was discussed.

4. Adjournment

A motion was made by Councilmember Heustis and seconded by Councilmember Strauss to adjourn the meeting at 5:20 p.m. Motion passed unanimously.

Jackie A. Meck, Mayor

ATTEST:

Lucinda J. Aja, City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the Council Workshop held on the 4th day of November, 2014. I further certify that a quorum was present.

Lucinda J. Aja, City Clerk