



Regional License and Permits Program

Quarterly Meeting of the
Oversight Group Meeting
June 5, 2018



Oversight Agenda Item D & E

- **Congratulations to Douglas County, NV on their go live Monday May 7. 2018!**
 - Next steps are for ACA public searching and ACA use in the Fall.
- **Fiscal Manager's June 5th Financial report**
 - The project implementation has now been fully paid
 - Contingency of \$87,369.66 has not been used
 - Contract withholding was released as all Contractual items were completed

Oversight Agenda Item F

- **Update of the FY 18-19 Accela Annual Subscription Fees**
 - Oversight Group approved \$460,000 as not to exceed amount for FY 18-19 combined subscription (all agencies); included the following for licenses:
 - 427 Accela Automation
 - 159 Accela Mobile Licenses
 - As compared to the Trueup report dated 5/31/18: Final invoice will be under budget and is estimated at \$399,778.32. Final license count is estimated at:
 - 407 Accela Automation
 - 119 Accela Mobile Licenses
 - Payment expected by July 10, 2018 to Accela

Oversight Agenda Item F *(cont.,)*

- **FY 18-19 Subscription Fees details:**
 - Contract (base) payment of \$365,362.32
 - 381 AA licenses & 113 AMO licenses
 - Additional AA license cost = \$30,888.00
 - 26 AA licenses @ 99.00 each per month
 - Additional AMO license cost = \$3,528.00
 - 6 AMO licenses @ 49.00 each per month
- **TOTAL FY1819 Invoice anticipated:**
 - \$399,778.32 (407 AA/119 AMO)
- **Looking ahead to FY1920**
 - 3% increase per contract next fiscal
 - Renegotiations with Accela to a potential Enterprise license
 - Less tedious annual 'Trueup' Subscription count process

Oversight Agenda Item F (cont.,)

- **FY 18-19 Subscription Fees details:**
 - Agency Breakdowns

<i>FY1819 Annual Costs per Agency</i>					
	AA	AMO	ACA	TOTAL SUBSCRIPTION COST FY1819	TOTAL SUBSCRIPTION COST
				Per Agency	Forecasted per Agency 12/17
Douglas	\$29,212.54	\$4,763.29	\$1,248.52	\$35,224.35	\$43,000.00
Health	\$44,630.27	\$3,810.64	N/A	\$48,440.91	\$71,000.00
Reno	\$105,489.73	\$23,340.14	\$6,256.35	\$135,086.22	\$147,000.00
Sparks	\$64,105.30	\$14,289.88	\$2,473.16	\$80,868.34	\$84,000.00
Washoe	\$86,826.16	\$10,479.25	\$2,853.10	\$100,158.51	\$115,000.00
	\$330,264.00	\$56,683.20	\$11,582.60	\$399,778.32	\$460,000.00





- **TOTAL: \$399,778.32 (407 AA/119 AMO)**

Oversight Agenda Item G *(cont.,)*

- **Silverflume State Business License update**
 - Accela and Truepoint assisted with final interface
 - ARC and tech team currently testing and working with the State to set a move to Production date
 - Anticipated for July, 2018

Item I: Updates from the Accela Regional Coordinating Team

1. Accela Use and Regional Online Payment Statistics:
 - 2nd quarter 2018 stats 3/1/18-5/30/18:

Agency	Total Permits or Licenses	ACA/Online Intake/\$ Mar-May 2018	Online use % Increase 2018	ACA Intake Mar-May 2017
	12,827	838 \$2.23 M	49% 39%	561 \$1.6M
 WASHOE COUNTY HEALTH DISTRICT	7,727	358 \$47k	280% 370%	94 \$10k
 City of Sparks Nevada	4,088	949 \$1.6 M	42% 74%	668 \$916k
 SIERRA COUNTY	(Since 5/7/18) 157 Over \$320k collected	Not live yet		N/A



Item I: Updates from the Accela Regional Coordinating Team

2. Washoe County Assessor's new system GSA
3. Legal Confidentiality of data as reflected in Accela
 - Request to redact Peace Officer's information in Accela Citizen Site (ACA). Initial request has been met.
 - Washoe has created a policy and is collaborating with the agencies on a business process for confidential information display.
4. E-Payments through ACA; *(May 2019 Contract renewal or expiration)*
5. Regional Coordination efforts for July 1 Fee schedules
 - Washoe District Health
 - Regional Road Impact Fees
 - Involves the Building departments at Washoe, Reno, Sparks

Item J & K: Announcement/Reports/Updates & Future Agenda Items

- **Any Announcements/Reports/Updates?**
- **Next Quarterly Meeting date of the Oversight Group**
 - Tues. September 4, 2018 - 2:30 pm Washoe County
 - Future agenda items and ongoing meeting schedule



L. Public
Comment

M.
Adjournment