



# CITY OF POQUOSON

ASSESSOR'S OFFICE

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996  
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## MEMORANDUM

**DATE:** AUGUST 4, 2016  
**TO:** MAYOR HUNT AND CITY COUNCIL  
**CC:** RANDY WHEELER, CITY MANAGER  
**FROM:** ROBERT L. (BUDDY) FAISON III, CITY ASSESSOR  
**RE:** REAL ESTATE ASSESSMENT SOFTWARE

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The City Council recognizing the need of the City Assessor to purchase a new Real Estate Assessment Software Package approved funding of \$125,000 at the December 14, 2015 Council meeting. At this meeting, the Assessor relayed to Council that a purchase of a suitable package could be expected to cost between \$125,000 and \$150,000.

After much research by the Assessor's office to find a software package suitable to the city's needs and negotiations with Vision Government Solutions, the price for such software will cost the city \$135,000. This price is very much in line with what other vendors quoted the city and what other similar size localities have paid for similar software.

If this request is granted and the City Manager signs a contract with Vision Government Solutions in the next 60 days, the city's Assessor Office along with the vendor will start converting the data in the current assessment software package to work with Vision's software package in September 2017. This will be immediately upon completion of the FY18 reassessment cycle and will allow plenty of time for data conversion, software installation, training and use of the software in the FY20 Reassessment.

Attached for Councils consideration is a resolution approving a contract with Vision Government Solutions to purchase the Vision Real Estate Assessment Software and an ordinance appropriating an addition \$10,000 for the project.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH  
VISION GOVERNMENT SOLUTIONS**

**Whereas**, the City has a need to replace our current Real Estate Assessment Software;  
and

**WHEREAS**, City Council appropriated \$125,000 at the December, 14, 2015 Council meeting for the purchase of this software; and

**WHEREAS**, staff has researched and negotiated a contract with Vision Government Solutions for a purchase price of \$135,000: and

**WHEREAS**, it has been determined that the Real Estate Assessment Software from Vision Government Solutions meets the needs of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Poquoson, Virginia:

**Section 1:** That the City Manager is hereby authorized to do all things necessary to enter into a contract with Vision Government Solutions of Northboro, MA for a Real Estate Assessment Software Package at the negotiated price.

**Section 2:** That this resolution shall become effective immediately upon adoption.

**ADOPTED:** \_\_\_\_\_

**TESTE:** \_\_\_\_\_

**City Clerk**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE MAKING ADDITIONAL APPROPRIATIONS  
AND TRANSFERS FOR FISCAL YEAR 2016-2017**

**WHEREAS**, the City has capital project fund balance, and

**WHEREAS**, the assessment program for the City needs replacing, and

**WHEREAS**, an additional \$10,000 is needed for the program and implementation.

**NOW, THEREFORE, BE IT ORDAINED**, by the Council of the City of Poquoson,  
Virginia:

**Section 1:** That an additional \$10,000 in revenues in the Capital Projects Fund be and  
the same hereby are appropriated within the Fiscal Year 2016-2017 Budget as follows:

**CAPITAL PROJECTS FUND**

**Revenues:**

Transfer from Fund Balance \$10,000

**TOTAL** \$10,000

**Expenditures:**

Reassessment Software \$10,000

**TOTAL** \$10,000

Section 2: That the second reading of this ordinance is hereby dispensed with and  
the provisions contained herein shall become effective immediately upon adoption.

**ADOPTED:** \_\_\_\_\_

**TESTE:** \_\_\_\_\_

**City Clerk**