

CITY OF SANTA BARBARA WATERFRONT DEPARTMENT

MEMORANDUM

Date: January 23, 2014
To: Harbor Commission
From: Scott Riedman, Waterfront Director
Subject: **Business Services Report**

Marina Management Update

At the September meeting of the Harbor Commission, staff provided an update on the installation of a much needed new marina management software program at the Waterfront Department. The installation was recently completed and the new marina management software program will better serve the citizens of Santa Barbara, city staff and especially our Harbor and Waterfront patrons.

The new marina management software from Professional Software, Inc. will provide a more efficient and accurate means of data management, accounting and billing services for slip holders, visiting boaters and Waterfront Department staff. In addition, all billing functions will now be handled directly by the Waterfront Department. The first batch of newly formatted payment slips were mailed out in December. Staff is now working on the development of electronic billing statements that will provide our Harbor and Marina patrons with a more user-friendly and efficient means of receiving the billing statements.

City Has New Financial Management System

The City of Santa Barbara went “live” with a new citywide financial management system on January 8. The previous system had been in use by the City since 1990 and although functional, the system was difficult to access, operate, and lacked easy-to-use reporting tools.

The new system, Tyler Technologies’ Munis (Munis), is a financial and human resource management software program that not only addresses the limitations of the previous program but provides a host of new features needed by the City to conduct its operations. Some of the features include: it provides a familiar and easy-to-use Windows Internet browser interface; It provides easily-developed reporting tools and reports, data is easily transferred to Microsoft Word and Excel for custom reporting and analysis; Munis provides electronic workflow management that will reduce time for processing payments, invoices, personnel actions, and timecards; and Munis provides a content management system that stores and retrieves electronic copies of paper documents such as vendor invoices, reports, and bids.

Prepared By: Brian Bosse, Waterfront Business Manager