Committee: Information Technology Board	**Date**: 2024-08-29
Common Council Item Number: ID#24-10587	**Date:** 2024-09-04
Submitted By:	**City Administrator Approval:**
Finance Department Review:	**City Attorney's Office Review:**

Subject:
Review and Discuss CIP Requests: Cemetery Management Software

Details:
Prairie Home Cemetery is requesting a single comprehensive cemetery management software platform to create efficiencies with streamlined processes, improve records management, and enhance service levels to our customers. Ideally, a comprehensive software will be intuitive, update in real-time, and include capabilities for:
• Cemetery mapping
• Sales process management
• Contract management/Live purchase contract entry with ability to print/email agreements and receipts
• Interface with credit card processor
• Burial service management
• Calendar syncing/management
• Accounting/Financial management, tracking, and reporting
• Records management
• Inventory management
• Inscription management
• Work Order management
• Vendor management
• Document Management
• Public access to deceased records
• Reports on variety of data and date ranges
• Customized report options
• Customized Dashboard reporting
• Auto-fill forms
• Marketing options

Options & Alternatives:

Financial Remarks:

Request for $93,000.00. $13,000.00 Annually. This number is based off a vendor quote.

Executive Recommendation: