



City of La Quinta

TO: The Honorable Mayor and Members of the City Council

FROM: Les Johnson, Community Development Director

DATE: February 17, 2015

SUBJECT: DEPARTMENT REPORT – TRAKIT SOFTWARE IMPLEMENTATION
AND GARAGE SALE PERMITS

TRAKiT Software Implementation

For the past several months, City staff has been diligently working on the implementation of the new permit software system known as TRAKiT. The TRAKiT software includes several applications that the City will be utilizing, including eMarkup, eTRAKiT, GeoTRAK, LicenseTRAK and CodeTRAK. When fully implemented, the software system will automate the tracking of permit activity, code compliance, citizen issues, and business/occupational licenses.

The web-based system will track all permits, inspections, business licenses, and plan reviews, as well as allow users to track and review code enforcement violations. Once fully implemented and operational, TRAKiT will allow citizens, contractors, architects, engineers and business owners to apply for permits online, view the status of permits in process and request permit inspections. The software will also allow the opportunity to pay for permits, either in-person or online, via credit card.

A few of the software implementation progress highlights are as follows:

❖ eMarkup:

- Application provides for electronic review of building, planning and engineering plans.
- Pilot test program is underway with select Architects, Engineers and

Developers.

- Internal processes and naming conventions are being finalized.
- Young Engineering is one of the City's consultants currently testing eMarkup.
- City staff and Young Engineering recently completed the first round of an electronic plan check review.

❖ eTRAKiT:

- Application provides for management of all permit activity.
- Configuration and testing for online permit and project submittals is underway.
- City staff is working with select Architects, Engineers and Developers (individuals and firms who have the equipment to use eTRAKiT), who were selected to participate in the eMarkup pilot program, to guide them through the eTRAKiT process.
- By mid-March, City staff will commence online application and issuance for certain permits (i.e. select mechanical, plumbing and block wall permits).
- Additional permits will be issued over the next 60-90 days, ultimately allowing for virtually all development related permits to be applied for and issued electronically.

❖ CodeTRAK/Go Request Integration:

- City has used Go Request for past few years and this system is being integrated with CodeTrak.
- Go Request integration testing is currently underway.
- CodeTRAK testing will commence mid- to late February.
- CodeTRAK "go live" is scheduled for mid-March.

❖ LicenseTRAK:

- Application manages business license application and renewals.
- LicenseTRAK testing is underway.
- "Go live" is scheduled for mid-March.

During the Open house this past December, an opportunity was provided to tour the new customer center, learn more about TRAKiT, and to experience the opportunity underway to improve the development permit experience. For those who were unable to take the tour and would like to see the progress being made, please contact me for a private tour.

Garage Sales

Residents are currently required to come to City Hall to apply for and obtain a garage sale permit. When a permit is issued, it includes two City-provided garage sale signs. Beginning the week of March 16, applying for and obtaining a garage sale permit will be made available online via the City's website. In addition, an allowance will be made for those who obtain a permit online to use their own signs versus those obtained from City Hall. Residents will still be able to obtain a permit and signs from City Hall. Staff will begin promoting this option in late February.

