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To: Mayor and City Council Members
Steve Parker, City Manager

From: Travis Acklin, GIS Manager

Subject: Presentation of the Real Property Manager Internal Application developed by Seguin GIS that focuses on easement management within the Real Estate Division.

Date: June 5, 2026

Historical Background

Over the past several years, the City of Seguin has made significant investments in GIS, enabling the IT Department to develop internal applications that improve operational efficiency and support departmental initiatives.

The concept for this application originated through collaboration between the GIS Team and the Real Estate Division three years ago. Initial efforts focused on incorporating recorded easements into the City's GIS environment, which improved access to data. However, as the number of projects and parcels under negotiation increased, it became clear that additional tools were needed to effectively manage workflows, track contract milestones, and monitor project status.

The GIS and Real Estate teams worked together to identify requirements for a centralized application that could support project management, parcel tracking, and contract administration. Following the approval of the Senior GIS Analyst position in mid-2025, the GIS Team had the resources necessary to move forward with development and begin building a long-term, in-house solution tailored to the City's operational needs.

Presentation Summary

Seguin's Real Property Manager app acts as the hub for the City's real property acquisitions. Staff can quickly determine acquisitions status, log negotiation reports, and update parcel information. Further, the app enables staff to research the City's historical acquisitions. Access to completed projects provides the locations of recorded property and the total acquisition costs, serving as an invaluable resource for City project planners. In all, the Real Property Manager marks a real advance for the City: converting institutional knowledge into a living repository, streamlining business processes, and uniting numerous departments through data accessibility. This internal application is expected to provide significant benefits to several departments, including the Attorney's Office, Capital Projects and Engineering, Planning and Codes, Public Works, Parks, and Utilities.

Funding

The application was developed entirely in-house by the GIS Team, resulting in no external development costs. Based on comparable commercial development and implementation expenses, the estimated one-time cost avoidance is approximately \$80,000-\$120,000.

Information Technology

In addition to the initial development savings, maintaining and enhancing the application internally is expected to generate an estimated \$100,000 in annual cost savings by eliminating recurring vendor fees associated with data maintenance, system updates, and application modifications. These savings demonstrate the value of leveraging internal skillsets to deliver cost-effective technology solutions. Five-year ROI is estimated to be in excess of \$500,000.

Attachment

Council Internal Real Property Manager Application.pdf