VILLAGE OF ORLAND PARK

Legislation Details (With Text)

File #:	2021-0220	**Version:** 0	**Name:**	Digital Budget Book and Capital Budgeting Platform	
Type:	MOTION		**Status:**	PASSED	
File created:	3/17/2021		**In control:**	Board of Trustees	
On agenda:	4/19/2021		**Final action:**	4/19/2021	
Title:	Digital Budget Book and Capital Budgeting Platform				
Code sections:					
Attachments:	1. Service Order & Updated Terms, 2. Proposal				

Date	Ver.	Action By	Action	Result
4/19/2021	0	Board of Trustees		
4/13/2021	0	Finance Department	INTRODUCED TO BOARD	

Title
Digital Budget Book and Capital Budgeting Platform

History
The annual budget book is an important policy document, which requires a significant work effort to create the formatted pages, compile the necessary information, tabulate and create tables of contents, etc., in addition to compiling the Village's spending plan. Staff was interested in streamlining budget book production process, and examined the available providers.

The ClearGov platform is straightforward for staff to implement and update, and is easy for readers to find information they want, as well as customize charts and graphs with information they find relevant. Data can be imported from Excel, which means it is compatible with any budgeting software including Innoprise and Munis. All of the charts and graphs are mapped by ClearGov, and can be quickly updated by uploading new data files. In addition, this platform conforms to the GFOA's Distinguished Budget Award Program criteria.

Staff's budget book time can then be reallocated to writing narrative information rather than tedious formatting and compiling pdf documents for publication. This will represent a significant time savings for staff, resulting in a better user experience for residents and other interested stakeholders, as well as allow end users to customize a budget book that includes only the information that want to see.

ClearGov also offers capital project tracking with dedicated online pages for selected projects that can be made available to the public. These project pages can include project maps, status, renderings, and other project details so interested members of the community can track progress over time.

Staff found one other provider that offers a digital budget book, but that platform requires utilizing their core financial software program, rendering it ineffective for our use.

Financial Impact
The cost for 2021 totals $17,118.75, which covers initial set up and six (6) months of the subscription fee. Funds will be included in an upcoming budget amendment. Costs for 2022, 2023, and 2024 will be $24,337.50, for a total cost of $90,131.25.

This additional cost will result in ongoing operational efficiency in compiling the Village's budget books

Recommended Action/Motion
I move to authorize the Village Manager to execute an agreement with ClearGov for its Digital Budget Book and Capital Budgeting modules for a total cost of $90,131.25 for 2021 through 2024, subject to Village Attorney review.