



**CITY OF WASHINGTON, ILLINOIS**  
**City Council Agenda Communication**

**Meeting Date:** May 19, 2025

**Prepared By:** Joanie Baxter, CPA – Finance Director *JB*

**Agenda Item:** Purchase Authorization – ClearGov Budgeting Suite and Digital Budget Book Subscription Services

**Explanation:** As you may recall, the budget development for the past three years has been done through the ClearGov platform. The management team utilized the Operations module again this year, which was updated and provided a very efficient and seamless process for budget development. I've started working with the Personnel and Transparency modules as well and hope to have them up and running soon.

The Operations module allows for the operational detail to be input directly by Department Heads which provided a much more efficient and time-effective method for budget development. In addition, Capital Improvement Plan projects are able to be imported seamlessly to the Operations module which reduces duplicative work and assures accuracy when changes are made.

**Fiscal Impact:** The total cost of the software is \$24,398.13 and the cost will be spread between the General, Water and Sewer funds. A total of \$28,225.00 was budgeted for this software which includes the Digital Budget Book subscription as well as the operational, personnel, capital, and transparency subscription services.

**Staff Recommendation:** Recommend approval for payment of the ClearGov invoices in the amount of \$24,398.13.

**Action Requested:** Approval as part of the Consent Agenda.