THE CITY OF LAKE ELMO

MAYOR AND COUNCIL COMMUNICATION

DATE: **December 20, 2016**
CONSENT
ITEM   **#20**
MOTION

AGENDA ITEM: Approval of Open Gov reporting tool

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Kristina Handt, City Administrator

FISCAL IMPACT: One time training and deployment fee of $2,500 and annual fee of $3,000-$5,700 depending on the number of reports/modules using. Staff estimates the 2017 annual fee to be $4,000; total cost of $6,500).

SUMMARY AND ACTION REQUESTED: At the October 4, 2016 City Council meeting, a presentation was made of a product called Open Gov which is used by other Cities to make it easier to view and access financial reports. There was a follow up City Council Workshop On October 11, 2016 where specific Lake Elmo reports were presented. The City Council is being asked to approve moving forward with purchasing this tool.

BACKGROUND INFORMATION/STAFF REPORT: Staff worked with Open Gov to develop sample reports which were presented on October 11, 2016 at the City Council workshop**.** The City of Lake Elmo has an older version of Springbrook which makes the compilation of the data challenging. However, staff saw great value in the budgeting module/tools which could provide immediate relief to the annual budget compilation process.

At the City Council workshop, staff was directed to get feedback from other Cities. Based on the feedback received, it appears many smaller Cities utilize this tool. The City of West St. Paul also uses this program. A large group of Cities use LOGIS software and that user group reviewed the use of Open Gov. Most chose not to go with Open Gov primarily due to their presenting an annual CAFR which they felt met their needs.

Staff is recommending purchasing Open Gov for use in budgeting and financial reporting when the staff sees it as being beneficial and not a burden on staff. With the plan to upgrade/merge various software programs to one more integrated platform, there appears to be a benefit in 2017 but the new software platform may have similar reporting abilities.

The City Council is being asked to approve the purchase of Open Gov.

ATTACHMENTS:

1. Sample Open Gov reports

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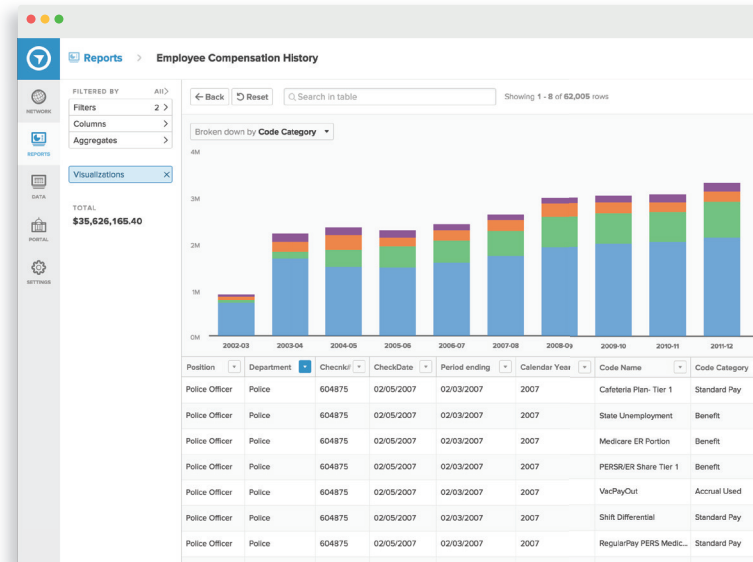
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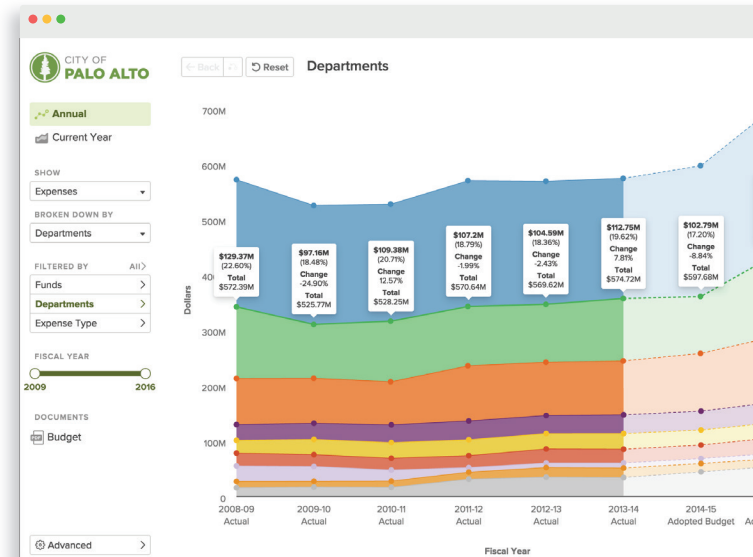
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