

A regular meeting of **FINANCE COMMITTEE** for April was held tonight, Commissioner Baron B. Holland presiding. Members present were Commissioner Areman, Brockington, Pransky, Rappoport, and Zygmund-Felt. Also present was Ex-Officio Member Norris.

Staff present was: Township Manager, Robert Zienkowski, Assistant Township Manager, Alyson Elliott, and Director of Fiscal Affairs, Danielle Pearson, and Finance Officer Marc Lieberson, also present were Andrew Donahue and Nick Iacobucci from Cleargov.

Mr. Holland called the meeting of the Finance Committee to order at 11:05 p.m.

1. Ms. Pearson started off with an introduction about Cleargov. Due to new and limited staffing, Ms. Pearson recommended the purchase of the budgeting software to make the budget process more efficient and transparent. Mr. Donahue started his presentation with a slide show (see attached):

Mr. Zygmund-Felt asked about the projected cost. The first year was \$20,800, which includes onboarding. Cleargov pro-rated the cost for 2022.

Mr. Holland asked about the other governmental budgeting companies. Ms. Pearson explained that the other company she looked into was a price per license, per month. For just 10 licenses it was over \$10,000 for the year.

Mr. Pransky noted that he is not a fan of cloud-based software for municipal accounting due to security issues and the potential for problems with the internet. Mr. Donahue expressed that this is not replacing the Township's accounting software. It is a tool to help with the budgeting process. At the conclusion of the budget, the information is downloaded and imported to the Township's accounting software.

Mr. Pransky commented about the cost not being the same for all municipalities. Mr. Donahue explained that in order to be affordable, Cleargov tiers its pricing based on the size of the municipality's budget. Smaller communities do not need or have access to the same services as larger communities. Cleargov does not raise the price if a budget expands; however, if the local government is experiencing a hardship they have lowered prices.

Mr. Pransky asked if Ms. Pearson had a chance to work with the software. Ms. Pearson explained she and her staff went through an extensive demo and that Cleargov put a clause in the contract that would make the contract null and void if not approved by the Board of Commissioners to enable the Township to get onto the onboarding schedule to be ready for the July budget season.

Mr. Pransky stated he would reach out to Ms. Pearson over the next day or two to clear up any other questions or concerns he has.

Mr. Areman asked what would happen if the Township canceled after a year or two. Mr. Donahue explained that the Township has the ability to pull the information at any time.

Mr. Zygmund-Felt was concerned about all of the Township's future software needs. Ms. Pearson the Township can cancel Cleargov if it finds another software package or the accounting software it purchases in the future has this capability.

Mr. Holland asked for clarification of the breakdown of the cost and whether the onboarding fee can be reduced. Mr. Donahue said the \$20,800 cost includes the \$5,400 onboarding cost. Mr. Donahue expressed they keep everything standardized due to being audited and working with other municipalities. In the service agreement there is a 30-day trial period. They give unlimited licenses and unlimited training.

Mr. Holland asked how Cleargov is with data protection. Mr. Donahue said that are using AWS which is the same encryption used by the FBI and CIA.

**Recommendation to the Board of Commissioners:** Upon motion of Mr. Zygmund-Felt, the Committee unanimously recommended the Board of Commissioners authorize entering into a contract with Cleargov for local government budget software for 2022 in the amount of \$20,800, including the onboarding cost of \$5,400, providing all technical questions are addressed.

2. Review of the Executive Financial Summary.

Upon motion of Mr. Holland, the Committee unanimously accepted the executive financial summary.

3. Mr. Lieberson said he has disbursed the following amounts to the Township since June 3, 2022, which was the end of the face payment period:

- \$4.3 million of Earned Income Taxes
- \$236,000 from Local Services Taxes
- \$15,690,638 in Real Estate Taxes
- \$2.7 million of Refuse Fees
- \$1.5 million in Mercantile/Business Privilege Taxes

Mr. Holland moved to accept the report of the Finance Officer.

4. Old Business – None.

5. New Business – None.

6. Approval of expenditures over \$2,500

a. **Recommendation to the Board of Commissioners:** Upon motion of Mr. Pransky, the Committee unanimously recommend the Board of Commissioners approve payment to Conrad Siegel for actuarial services in the following amounts (see attached):

- Cheltenham Township Police Pension Plan from August 31, 2020 through April 3, 2022 in the amount of \$21,710.00
- Cheltenham Township Salaried Employee Pension Plan from August 31, 2020 through April 10, 2022 in the amount of \$30,060.00
- Cheltenham Township Hourly Employee Pension Plan from August 31, 2020 through April 10, 2022 in the amount of \$25,610.00
- Cheltenham Township Board of Commissioners Pension Plan from September 14, 2020 through April 10, 2022 in the amount of \$7,900.00

Mr. Pransky asked if this amount was normal for Conrad Siegel. Ms. Pearson said that it is and that the actuary work is very involved with pension payment write up and all audit actuary work.

7. Citizens Forum – None.

8. Mr. Holland moved to adjourn at 11:50 p.m.



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Robert Zienkowski  
Township Manager

Per: Danielle Pearson  
Director of Fiscal Affairs

**It's Time to Budget Better.**



# Legacy Budgeting Cycles are Inefficient

## Scattered

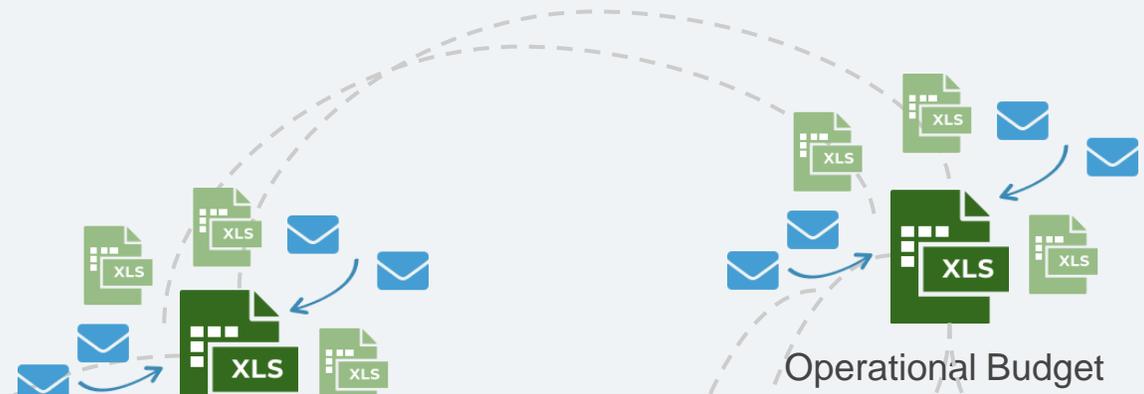
Documents, emails, notes, etc. are spread across multiple inboxes and desktops.

## Disjointed

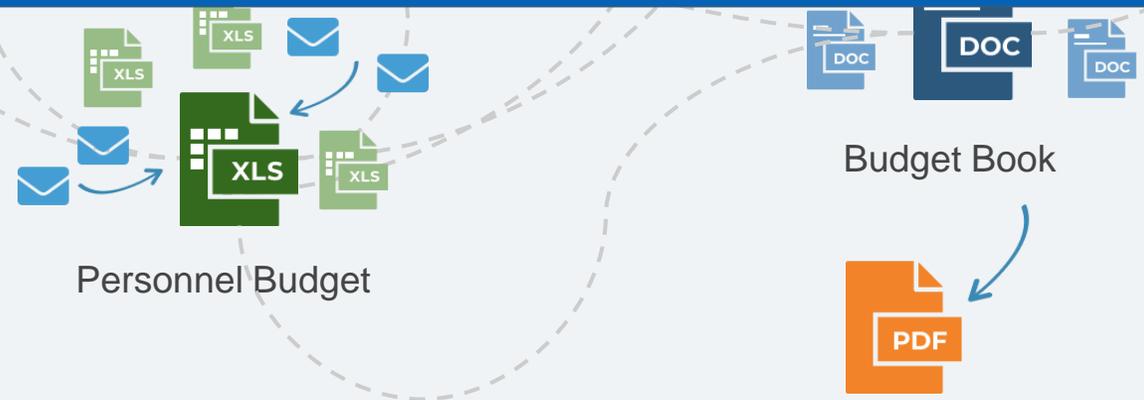
Excel, Word and email are distinct, generic products that inhibit collaboration.

## Tedious

Constructing, combining and correcting multiple spreadsheets is taxing, tiresome and time-consuming.



# Modernization is a Must!



# ClearGov Delivers “Just Right” Software

Built specifically for local governments.



## Easy to Implement

ClearGov will onboard your budget data for you.



## Easy to Use

Familiar, intuitive, and simple.  
Little-to-no learning curve.



## Easy to Connect

Works well together and complements your ERP.



## Easy to Afford

Priced for local govts w/ NO hidden fees.

*ClearGov works with hundreds of communities across the country.*



## Our Mission

We create easy-to-use software to help governments budget better.

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## We Believe

We believe that every community desires and deserves a government that is empowered to work as effectively and efficiently as possible.



# Testimonials

★ “Pulling data from our financial software and putting it in Excel creates a lot of room for errors. We spent hours laboriously reconciling data across multiple spreadsheets and tabs, and every time a last minute change was made it created a ripple effect that triggered more reconciliation. ClearGov eliminated that reconciliation and shaved off more than 70 hours from our annual budget process.”

- Courtney Sladek - El Campo, TX

★ “Being a spreadsheet jockey isn’t fulfilling work. I’m always looking for ways to automate what we do, and to make the finance and accounting team’s contribution more meaningful to our organization. ClearGov gave us back countless hours that we’re able to apply to far more impactful tasks, like long-term forecasting, to better serve our community and show our commitment to transparency.”

- Marji Gehr - Platte City, MO

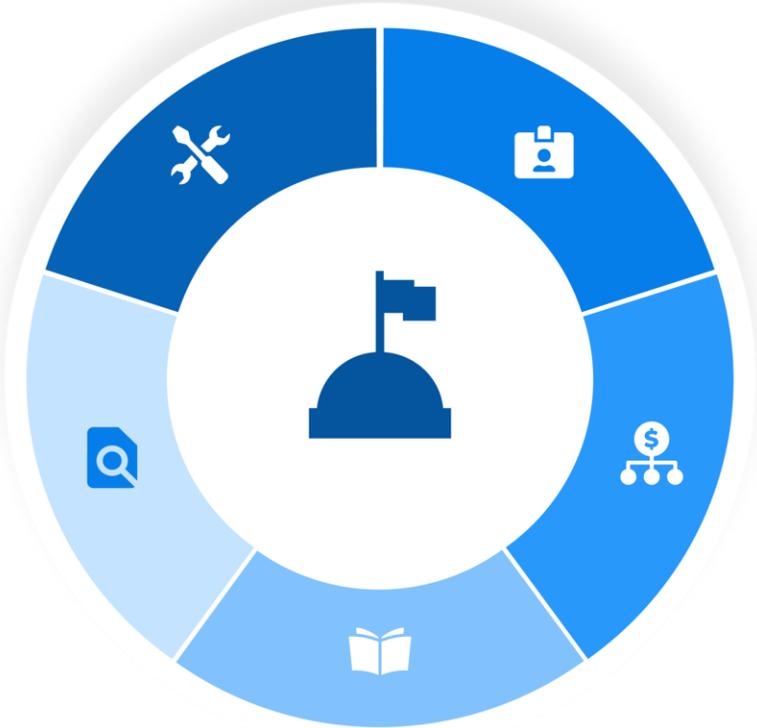
★ “ClearGov Operational Budgeting has been very well received by our Finance Committee. During budget season, we use it to easily and efficiently communicate important financial information to both internal and external stakeholders leading to more productive and efficient public hearings. ClearGov Operational Budgeting saves our administration and committee members significant time!”

- Sean O’Brien - Natick, MA

# Budget Cycle Management Suite

**Capital Budgeting**  
Automate the way you collect, organize and optimize capital utilization

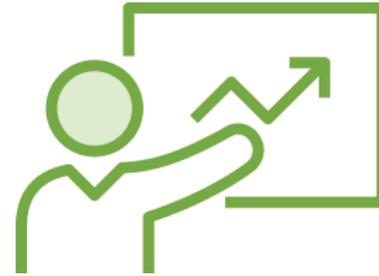
**Transparency**  
Tell your financial story to drive community support



**Personnel Budgeting**  
Salary management, scenario planning and what-if analysis

**Operational Budgeting**  
Build your forecast and annual budget more efficiently and collaboratively

**Digital Budget Book**  
Produce an interactive and award-winning budget book in a fraction of the time



## Product Demonstration

# Appendix



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## Partners

NACo endorses ClearGov exclusively

Providing excellence in budgeting to enable every county and its community thrive

# Finance Committee Report

## June 8, 2022

# Disbursement Status

## June 2, 2022

EIT		LST	
\$4,336,309 Disbursed		\$236,425	
<b>+1,976,182</b>		<b>+86,349</b>	
Projected Receipts:	\$8,350,000	Projected Receipts:	\$530,000
51.9%		44.61%%	

Real Estate Taxes	
\$15,690,638 Disbursed	
2022 Projected Receipts:	\$17,575,466
<b>89.2%</b>	

Refuse Fees	
\$2,723,500 Disbursed	
2022 Projected Receipts:	\$3,249,325
<b>83.82%</b>	

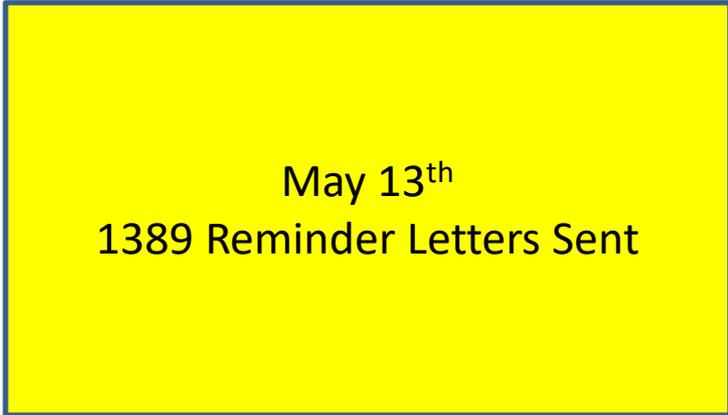
Storm Water Fee

\$1,110,240

# Real Estate Tax Update



June 3<sup>rd</sup>  
Deadline To Pay Face  
Value



May 13<sup>th</sup>  
1389 Reminder Letters Sent

Entered The 10% Penalty Phase  
For Payment

# Disbursement Status

## June 2, 2022

BPT/Mercantile Accounts

\$1,535,708 Disbursed

2022 Projected Receipts: \$1,893,000

*81.26%*

Current 2021 Filings

720 Filings Processed

78 Extensions

1346 Returns Distributed

Past Due BPT Accounts

\$127,889 Collected Since

January 1, 2022