

CONSENT ITEM – 8H



MEMORANDUM

DATE: January 12, 2026
TO: Honorable Mayor and City Councilmembers
Jessica Jagoe, City Administrator
FROM: Joua Yang, Finance Director
SUBJECT: 2026 Software Invoices

Budgeted Amount:	Actual Amount:	Funding Source:
\$45,300	\$45,504.88 (\$204.88 Over Budget)	General, EDA, Water, Sewer and Storm Funds,

Council Should Consider

Motion(s) to approve, table or deny the following:

- Payment to Springbrook Holding Company LLC for 2026 software maintenance fees.
- Payment to Civic Plus for 2026 software hosting and support fees.

Discussion

The City's annual Springbrook software maintenance and Civic Plus software hosting and support invoices are due. Springbrook is our finance software and supports multiple modules being used by the City for financial processing. Civic Plus is our software for hosting and supporting the City's website media center.

Budget Impact

These are recurring annual payments and are included within the budget. The small overage amount of \$204.88 can be absorbed by other cost savings within the overall General Fund budget.

Attachments

Attachment A: Springbrook Invoice
Attachment B: Civic Plus Invoice