



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Authorization to Renew the City's Existing Agreement with OpenGov for Cartegraph Asset Management and Public Works Service Request Software

MEETING DATE:

August 6, 2026

SUBMITTED BY: Adeline Leyba, Public Works Director

PURPOSE OF REPORT: ☐ Information only ☒ Discussion ☐ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve the one-year renewal of the City's existing agreement with OpenGov for Cartegraph asset management and public works service request software and related services in an amount of \$26,437.00.

BACKGROUND/DISCUSSION:

The city currently utilizes Opengov Cartegraph platform to support the management of public works assets and service requests. The platform provides staff with a centralized system for tracking City assets, maintenance activities, work orders, service requests, and related operational information.

The system assists staff with:

- Maintaining an inventory of City-owned assets and infrastructure;
- Tracking asset conditions, maintenance history, and service needs;
- Receiving, documenting, assigning, and tracking public works service requests;
- Creating and managing work orders;
- Improving communication and coordination among staff;
- Maintaining consistent records of maintenance and repair activities; and
- Providing information to assist with maintenance planning, prioritization, and future budgeting decisions.

Continued use of the system allows staff to maintain consistency in the City's asset management and public works service request processes.

The current agreement is scheduled for renewal, and staff recommends continuing the City's use of the Cartegraph platform through renewal of the existing agreement with Opengov.

OPTIONS:

1. Move to approve the annual renewal in the amount of \$26,437.00
2. Other Direction to Staff.

FISCAL IMPACT:

☐ None ☒ \$26,437.00 Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☐ General Fund ☐ Measure P Fund ☐ Measure V Fund ☒ Other: Gas Tax

Comments:

STRATEGIC PLAN IMPACT:

- ☐ Goal #1: Economic Development
- ☒ Goal #2: Public Facilities and Infrastructure
- ☐ Goal #3: Celebrate Clearlake
- ☐ Goal #4: Clean
- ☐ Goal #5: Fiscal Sustainability
- ☐ Goal #6: Safe

SUGGESTED MOTIONS:

No action needed.

☐ **Attachments:**