

**Village of Indian Head Park  
201 Acacia Drive  
Indian Head Park, IL 60525  
Board Meeting - Notice and Agenda  
7:30 p.m. – December 10, 2015**

I) CALL TO ORDER & ROLL CALL

II) PLEDGE OF ALLEGIANCE

III) MAYOR'S REPORT

Thank you to former Public Works Employee Bill McConaughy

IV) CONSENT AGENDA-Vote to establish (must be unanimous), then a vote on the Consent Agenda.

(All items are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or member of the public so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. The purpose of this is to consolidate and approve several routine administrative items into one motion.)

A. APPROVAL OF BOARD MEETING MINUTES

Go To I. November 12, 2015

B. APPROVAL OF PAYABLES FOR THE PERIOD ENDING NOVEMBER 30, 2015 in the amount of \$411,819.66 (Trustee Metz)

Go To

C. APPROVAL OF FINANCIAL REPORT - Month Ending 11/30/15 (Treasurer

Garcia)

D. MEETING SCHEDULE 2016

Go To

V) AUDIENCE COMMENTS

VI) NEW BUSINESS

A. Website Update (Trustee Lopez)

B. Tax Levy Ordinance 2015-23

C. Property Tax Limitation Resolution 12-15-1

D. S.E.A.S.P.A.R. Resolution #R12-15-2

E. Final Payout to Central Black Top in the amount of \$122,248.29 (Trustee Mann)

F. Water Rate Ordinance 2015-24

Go To

Go To

Go To

Go To

VII) REPORTS

A. Trustees

B. Village Clerk

C. Village Treasurer

- Go To
- D. Village Attorney
  - E. Village Administrator
    - i. Budget Schedule
    - ii. Budget review
  - F. Department Head Reports

VIII) EXECUTIVE SESSION-If needed

IX) NEXT MEETING DATE & ADJOURNMENT

Motion index

Made by a Trustee

Consent agenda

I make a motion to accept the consent agenda as printed. This should be seconded. A voice vote is in order.

I make a motion to approve the consent agenda. This should be seconded. A roll call vote is needed as we are spending money.

New Business

Website- Trustee Lopez

I make a motion to accept the proposal from Civic Plus in an amount not to exceed \$22,000 for the preparation and development of a website for the Village in accordance with their proposal of 12.7/2015. This should be seconded. A roll call vote is needed.

Tax Levy- Any Trustee

I make a motion to approve Ordinance # 2015-23 the Tax Levy ordinance for the Village of Indian Head Park. This should be seconded. A roll call vote is needed.

Property Tax Limitation Resolution #12-15-1- Any Trustee

I make a motion to approve Property Tax Limitation Resolution #12-15-1 for the Village of Indian Head Park. This should be seconded. A roll call vote is needed.

S.E.A.S.P.A.R. Resolution #R12-15-2

I make a motion to approve S.E.A.S.P.A.R. Resolution #R12-15-2 for the Village of Indian Head Park. This should be seconded. A roll call vote is needed.

Final Payout to Central Black Top in the amount of \$122,248.29 (Trustee Mann)  
I make a motion to approve Final Payout to Central Black Top in the amount of \$122,248.29. This should be seconded. A roll call vote is needed.

Water Rate Ordinance 2015-24- Any Trustee

I make a motion to approve Ordinance #2015-24 an ordinance establishing water rates in the Village of Indian Head Park. This should be seconded. A roll call vote is needed.

To: Mayor Hinshaw and Board of Trustees  
From: John J. DuRocher, Village Administrator  
Subject: December 10 Board Meeting Agenda and Report  
Date: December 4, 2015

Please find attached the Agenda and Board packet for the upcoming meeting. The weekly report will be published Monday.

Please note that the page immediately following the agenda, I am attaching a motion "cheat sheet".

1. Mayor's Report

Mayor Hinshaw would like to honor former Public Works Employee Bill McConcaughy with two dozen official "Indian Head Park golf balls.

2. Consent Agenda Items

- a. Approval of Minutes
- b. Approval of Payables.
- c. The Budget Report and Financials for November are included as an attachment.

Under separate cover I am presenting my analysis of our revenues and expenditures from May 1 to November 30.

3. New Business

- a. Website. Although we are waiting on the final proposal from Civic Plus, I am recommending us hiring them to recreate our webpage. Out of all the companies we have looked at, they are probably the one most suited for us. I checked several of their local references and find them to be very well respected and recommended.

I will be receiving the final proposal early next week. In the meantime, I am recommending that we purchase their services for a cost not to exceed \$22,000 spread over 4 years. Attached is one of the more recent proposals showing what we can expect from them.

- b. Tax Levy-Ordinance- Attached is the tax levy ordinance.

It is based on the Appropriation ordinance passed earlier this year and includes a tax increase of 4.79%. This is below the tax cap threshold and therefore no public hearing is required.

I did something different from past years. Historically for the corporate fund, the police department was allocated the entire "corporate levy". I am recommending that we spread the tax over all general fund operating departments.

- c. The following resolution states that in the event that we have our levy reduced by the County for whatever reason, that the stated areas will be reduced. This is more of a preventive measure.
- d. Attached is the SEASPAR resolution and is based on the tax levy and appropriation ordinance.
- e. Final payout to Central Blacktop. I reported earlier that I had conversation with them. Although they did not point fingers at anyone specifically, the work was done in an acceptable manner per IDOT standards.

The conversation shed light on many aspects of the project that I did not know before but seem very very plausible. I recommend the final payout in the amount of \$122,248.29.

- f. Water Rate Increase-Ordinance

I am working on this and you should have the ordinance on Monday. I am preparing two different scenarios. One is taking water capital down to \$300,000 and one taking it to \$365,000. In either case, I made took the condo buildings of 12 units or less and put them in the single family residential class. This seems to work and puts everyone in tighter percentage increases.

One item mentioned by a resident was that we should just go to the bond market and do everything at once. I am somewhat debt averse and do not see any long term benefit from this.

I am attending the Indian Ridge Lakes HOA on Monday evening.

g. The proposed schedule for the budget for the 2016-2017 fiscal year is as follows:

i. December- Budget worksheets go out to the Board and Department Heads for their review. I am requesting budget justification for all major line item area. I do not want justification for individual pencils.

In finance, we will work on revenue projections.

I know that revenue is tight and our needs are great, but this is a process that we need to develop as a team. Just so that each of us (elected official and staff) understand each other.

ii. January- Workshop revenue estimates presented. Discussion with Board and department heads about what we want to accomplish in the new fiscal year.

iii. February, preliminary draft of the budget is presented.

iv. March, second draft of the budget is presented and a public hearing is conducted.

v. April- Budget is passed.

vi. May Appropriation ordinance is passed.

#### 4. Administrator's Report

a. The Village issued its RFQ for Auditing Services. The deadline is December 31. We can expect to approve the RFQ at the January meeting. The Treasurer, Finance Director, and I will review the proposals. I one of you is interested in joining us, please let me know.

b. Codification- The ordinances have been sent off for codification.

c. No response has been received from the Brookside Plaza reminding them that the Village requested additional delivery information.

d. On the personnel side, we are looking to fill vacant positions in public works and on the admin side. Because we are so

short handed in these areas, I am allowing PW and Admin personnel to carry over their unused vacation without penalty. This is unusual and I do not expect this practice to repeat itself.

VILLAGE OF INDIAN HEAD PARK, ILLINOIS  
201 Acacia Drive  
Indian Head Park, Illinois 60525

BOARD OF TRUSTEES  
OPEN SESSION MINUTES  
November 12, 2015  
**DRAFT**

*“Pursuant to 5 ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”*

**CALL TO ORDER:** Mayor Tom Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, November 12, 2015 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

**ROLL CALL:** Laurie Scheer, Village Clerk

**PRESENT (and constituting a quorum):**

Trustee O’Laughlin  
Trustee Wittenberg  
Trustee Farrell Mayer  
Trustee Mann  
Trustee Metz  
Trustee Lopez

**ABSENT:**

Mary Crowley, Building & Zoning

**ALSO PRESENT:**

John DuRocher, Village Administrator  
Maureen Garcia, Treasurer  
Richard Ramello, Village Attorney, Storino, Ramello & Durkin  
Ray Leuser, Interim Chief of Police  
Erica Stewart, Administrative Assistant  
Edward Santen, Public Works Superintendent

**RESIDENTS - 7**

**PLEDGE OF ALLEGIANCE** recited

**MAYOR’S REPORT:**

Thank you to Dave Brink for his years of service and dedication. Village Administrator John DuRocher presented Mr. Brink with a custom bike jersey from the Village. Mr. Brink thanked everyone for the opportunity to work with the Village.

Bill McConaughy has submitted his resignation. He will be at next month's meeting and present him with a token of gratitude from the Village.

Erica Stewart has changed positions, and will be the Village's finance administrator. With the recent resignation and office changes, the Village will have openings in Public Works and the front office. The positions will be posted on the Village website shortly.

Tony Spinelli, Strand Associates, is here tonight representing our engineering firm for the Village.

We are currently looking at auditor and legal firms for potential changes in service.

Thank you to the Board members for their involvement to help the Village.

**MOTION TO ACCEPT ITEMS A THROUGH C ON THE CONSENT AGENDA:** Motion to Accept Items A through C on the Consent Agenda [A. Approval of October 8, 2015 Board Minutes; B. Approval of Payables for the Period Ending October 31, 2015 in the amount of \$93,616.07; and C. Approval of Financial Report for Month Ending October 31, 2015]. Trustee Farrell Mayer moved, seconded by Trustee Wittenberg. Motion carried by roll call vote (6-0-0).

**MOTION TO APPROVE ITEMS A THROUGH C ON THE CONSENT AGENDA:** Motion to Approve Items A through C on the Consent Agenda [A. Approval of October 8, 2015 Board Minutes; B. Approval of Payables for the Period Ending October 31, 2015 in the amount of \$93,616.07; and C. Approval of Financial Report for Month Ending October 31, 2015]. Trustee Lopez moved, seconded by Trustee O'Laughlin. Motion carried by roll call vote (6-0-0).

**AUDIENCE COMMENTS:** Bob Bersin, Acacia Homeowners Association. Reported an area of concern on Stratford that has loose gravel and would like direction how to get the area repaired. Mr. Bersin will meet with Mr. DuRocher to discuss the issue.

#### **BUSINESS AGENDA ITEMS:**

- A. Award of Sanitary Sewer Televising Bid in the Amount Not to Exceed \$35,000 to Sheridan Plumbing and Sewer. Trustee Mann explained the MWRD and the USEPA mandates regarding televising the sanitary sewers. Some issues they are looking for are infiltration of water from sources not allowed to be connected to the sanitary system as well as preventative maintenance and damage. If homeowners are found in violation, they will be fined and forced to remove the connection. If damage is found, for example tree roots, Director Santen and the Village Engineer will determine the necessary action needed to be taken. **Motion to Award Sanitary Sewer Televising Bid in the Amount Not to Exceed**

**\$35,000 to Sheridan Plumbing and Sewer.** Trustee Mann moved, seconded by Trustee Lopez. Motion carried by voice vote (6-0-0).

- B. Final Payout to Central Black Top in the Amount of \$122,248.29. Trustee Mann advised that there are still some issues that need to be addressed. Discussions were had regarding final payout, work not completed, areas that will need to be monitored and areas that are in need of repair because of cracking or pooling. Several streets were treated with a rejuvenator system to extend the life of the street until funds are available. Trustee Metz requests that Village send a correspondence to Central Black Top with a punch list to see how Central Black Top responds to the items of concern. **Motion to Approve Final Payout to Central Black Top in the Amount of \$122,248.29.** Trustee Farrell Mayer moved, seconded by Trustee Wittenberg. **Motion to Table Payout Pending Correspondence to and Response from Central Black Top.** Trustee Metz moved, seconded by Trustee O'Laughlin. Motion carried by roll call vote (4-2-0).
- C. Discussion was held regarding Village wide garbage pickup. Currently residents are able to use a waste management company of their choosing and follow the company's refuse and recycling pick up procedure. Trustee Mann addressed the issue of some residents placing garbage on the street in bags and not in containers. This causes an issue for public works plowing the streets and the attraction of nuisance animals tearing the garbage apart. Trustee Mann would like the Village to look at a Village wide system and possible savings to residents.

Trustee Lopez updated the Board on the website project and options. After researching several companies and options available, Civic Plus is the recommendation the Village pursue for the website. Civic Plus has municipalities they work with that have a 100% transparency ratings. Transparency is an area the Board stated was of great importance since the rating for the Village has been very low for several years. Trustee Lopez and Village Administrator DuRocher will work with Civic Plus on pricing and have a proposal for next meeting. Also, reference checks will done prior to our next meeting.

- D. Resolution R9-15-6 Tax Levy Estimate. Village Administrator DuRocher discussed the process of the tax levy estimate. In November, the Village passes a resolution passing the estimate for the tax levy for the upcoming year. At the December meeting, there will be a motion to pass the tax levy resolution. It will then be forwarded to the County Clerk so property taxes can be collected. The levy amount is built into this year's budget. There is a \$65,000 increase in the tax levy for the Village. The individual homeowner's tax bill should either stay the same or be reduced slightly. Final numbers will be ready by the December meeting. **Motion to Approve Resolution R9-15-06** moved by Trustee O'Laughlin, seconded by Trustee Metz. Motion carried by roll call vote (6-0-0).
- E. Village Administrator DuRocher advised the water rate recommendation will be sent to the Board next week. A town hall meeting will be set for **December 3, 2015 at 7:30 p.m.** to discuss the proposed water rate increase.

## **TRUSTEE UPDATES:**

Trustee Farrell Mayer *Communications/Planning & Zoning* – The communications committee met and Bob Bersin, our Village resident representative, was in attendance. The next edition of Smoke Signals will be coming out early January. The most recent Smoke Signals was delivered to the Village businesses. The businesses were not previously on the mailing list.

Trustee Metz *Finance/Economic Development* – Attended the Southwest Central Dispatch Meeting. All 911 calls for the Village Police Department go through the Southwest Central Dispatch. The State is forcing the consolidation of 911 centers and many changes will be coming down the pipeline.

Attended the West Central Municipal Conference Central Council of Mayors meeting they distribute surface transportation funds through CMAP (Chicago Metropolitan Area Planning). This is an area of funding the Village can qualify to receive. The roads that qualify must be connector roads.

An economic development meeting took place this past month and discussions were had regarding economic development in the Village. We will be contacting land owners to see what future plans they have for the properties.

Trustee Wittenberg *Police Department/911/Economic Development/Planning & Zoning* – Milano Day Spa is under new management. There will be a ribbon cutting ceremony on December 5, 2015 at 3:30 p.m.

Trustee O'Laughlin *Parks and Recreation/Finance/Police/911* – The Village will be hosting a Holiday Party this year. It's been a few year's since the Village has hosted the event. Date and time will be announced soon. Continuing to collect additional information on Seaspar and their services.

Trustee Mann *Public Works* – The rejuvenator project took place on several streets throughout the Village. A request for the reports and time sheets be provided for review from the previous engineering firm.

## **TREASURER'S REPORT:** *Maureen Garcia*

At last month's meeting the auditor, Baker and Tilly, gave their report regarding governance and management. One area in need of improvement was segregation of duties. The bank reconciliations will now be performed by the Treasurer and not the office staff. There are a few accounts that will be reviewed during the next month and reported on at the December meeting.

## **ATTORNEY REPORT:** *Richard Ramello*

Village Administrator DuRocher will brief the Board on the pending litigation in closed session. The pending litigation is a lawsuit served upon the Village by Jack Kielczynski against the Village of Indian Head Park on behalf of Lyons Township regarding the police patrol contract between the Village and Lyons Township. The Village supplies a patrol car to patrol the unincorporated area of Lyons

Township. Mr. Kielczynski's lawsuit alleges that during the time the Village was required to be patrolling the unincorporated area of the Township, officers were called to the scene outside of the unincorporated area. Due to the officer's response to the calls, the Township is entitled to a credit under the contract. He also alleges tickets issued in the unincorporated area and were paid to the County Clerk the collected fines were given to the Village instead of the Township and looks for reimbursement. The case has been submitted to IRMA and they have accepted defense of the matter.

**ADMINISTRATOR REPORT:**

Mr. DuRocher – No Report

**STAFF REPORTS:**

Ed Santen *Public Works* – Fall seasonal operations are winding down and the department is gearing up for winter. The dump truck is expected to be delivered around December 15<sup>th</sup>. The meter tops will be installed next week. Data will be electronically collected and usage patterns will be recorded. Once the patterns have been reviewed, selection of which meters to replace will take place.

Interim Chief Leuser *Police Department* – The new officers are doing well. The Police Department has added District 106's portable radio band to their radio. This will allow the Department to have direct contact with the staff in case of an emergency. The Department has also participated in a walkthrough of the building to familiarize themselves with the layout of the building.

Reminder to sign up for Code Red. There is also a mobile application that can be installed on your phone.

**MOTION TO CLOSE OPEN SESSION AND ENTER INTO EXECUTIVE SESSION: Motion to Close Open Session and Enter into Executive Session Pursuant to Illinois Statutes to Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel of the Public Body Specifically 5 ILCS 120 Section 2(c)(1), and Discuss Litigation that has been Filed Against the Village Pursuant to Illinois Statute Specifically 5 ILCS 120 Section 2(c)(11).** Motion made by Trustee Wittenberg at 9:09 p.m., seconded by Trustee Lopez. Motion carried by roll call vote carried (6-0-0)

**MOTION TO ADJOURN CLOSED SESSION AND RECONVENE IN OPEN SESSION:**

Motion made by Trustee Wittenberg at 9:54 p.m. to return to open session; seconded by Trustee Mann. Motion carried by voice vote (6-0-0).

**RETURN TO OPEN SESSION ROLL CALL: Present**

Mayor Hinshaw	Village Clerk, Laurie Scheer
Trustee Farrell Mayer	Trustee Lopez
Trustee O'Laughlin	Trustee Metz
Trustee Mann	Trustee Wittenberg
Village Administrator, John DuRocher	

Village of Indian Head Park, Illinois

November 12, 2015 Regular Open Session Board Meeting

**ADJOURNMENT:**

There being no further discussion, Trustee Mann moved, seconded by Trustee O'Laughlin, to adjourn the Village Board of Trustees meeting at 9:56 p.m. Motion carried by voice vote (6-0-0)

Submitted by Laurie Scheer, Village Clerk

## NOVEMBER 2015 WARRANTS

NAME	DATE	ACCT #	AMOUNT	
<b>ACH WITHDRAWALS</b>				
IPBC		6236	\$19,013.56	
GUARDIAN DENTAL		2013	\$1,218.26	*2 payments were paid
IMRF		6237	\$48,643.67	*2 payments were paid
STATE BANK OF COUNTRYSIDE		6247	\$60.00	
NSF fees		6247	\$4.50	Fee only - don't include
ICMA 457K		2200	\$1,050.00	
PAYCHEX, INC.		6252	\$104.50	FSA administration (HF)
PAYCHEX, INC.		2012	\$945.02	FSA distribution (SDD C)
PAYCHEX, INC.		6252	\$500.00	
<b>TOTAL ACH DEBITS</b>			<b>\$71,539.51</b>	
<b>MANUALLY ENTERED CHECKS</b>			<b>\$0.00</b>	
<b>TOTAL MANUALLY ENTERED CHECKS</b>			<b>\$0.00</b>	
<b>CHECK RUNS (SEE ATTACHED FOR DETAIL)</b>				
11/02 Run	2-Nov		\$61,810.72	
11/19 Run	19-Nov		\$155,194.95	
11/20 Run	30-Nov		\$635.00	
<b>TOTAL CHECK RUNS</b>			<b>\$217,640.67</b>	
<b>TOTAL ALL NON-PAYROLL EXPENSES</b>			<b>\$289,180.18</b>	
<b>PAYROLL</b>				
	11/10/2015		\$43,473.06	payroll cash requirement
	11/25/2015		\$40,928.61	
<b>TOTAL PAYROLL</b>			<b>\$84,401.67</b>	
<b>TAXES</b>				
	11/10/2015		\$19,571.09	
	11/25/2015		\$18,666.72	
<b>TOTAL TAXES</b>			<b>\$38,237.81</b>	
<b>GRAND TOTAL ALL WARRANTS FOR OCTOBER 2015</b>			<b>\$411,819.66</b>	

Board of Trustees	Planning & Zoning	Fire & Police	E-911
7:30 pm	7:30pm	7:00 pm	6:00pm
All Meeting on	All Meetings on	All Meetings on	All Meetings on
Thursday	Tuesday	Thursday	Thursday
January 14	January 5	January 7	March 17
February 11	February 2	March 3	June 16
March 10	March 1	May 5	September 15
April 14	April 5	July 7	December 15
May 12	May 3	September 1	
June 9	June 7	November 3	
July 14	July 5		
August 11	August 2		
September 8	September 6		
October 13	October 4		
November 10	November 1		
December 18	December 6		

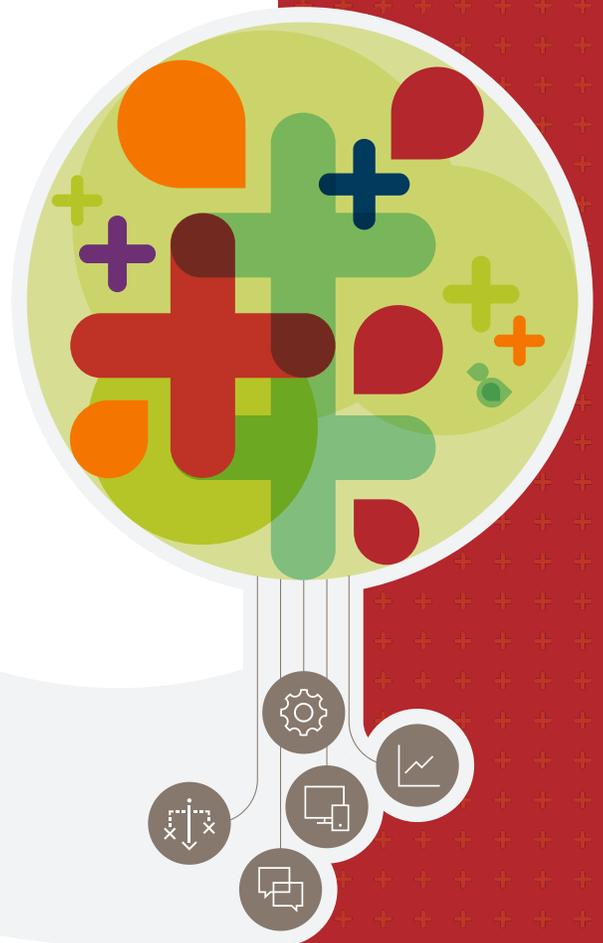


ACHIEVING YOUR VISION

**REVISED PROPOSAL  
NOVEMBER 11, 2015**

**VILLAGE OF  
INDIAN HEAD PARK,  
ILLINOIS**

*JUSTIN BLECHA  
INSIDE SALES REPRESENTATIVE*



November 11, 2015

Indian Head Park, Illinois  
201 Acacia Drive  
Indian Head Park, IL 60525

RE: Website Redesign Services

Dear Selection Committee Members:

After we talked yesterday and defined a clearer picture of what you seek to achieve with your new website, we are even more convinced that the CivicPlus solution will not only meet, but exceed your goals. We very excited to move forward on your project and deliver the **WOW** you want and functionality you need for your web environment.

As we discussed, our Premium website will deliver all of your requirements and with the addition of CivicMobile and CivicSend, you will be positioned to deliver to your community all the information they will need and available in all of the formats they use. Our robust and innovative Government Content Management System (GCMS®) will create a secure, user-friendly environment to manage and house your new website. The following information will show you how the CivicPlus Premium website solution will reduce your staff's workload, respect your available budget and most importantly provide your community with a powerful online resource.

Our company is passionate about our mission to help make local government better. We are not just designing a website, we are helping build a trusted and long-term relationship between you and your community through our state-of-the-art technology and process. Our expertise lies in collaborating with our clients to deliver the right solution, housed within a sophisticated and custom design that captures the culture of your community.

With CivicPlus, you will save time, resources, and dollars by moving your communications online and your citizens will find what they need, when they need it. We look forward to working with you and your staff to help make your vision become a reality.

Sincerely,



Justin Blecha  
Inside Sales Representative  
Blecha@civicplus.com  
Direct line: 785-370-7760  
302 S. 4th Street, Suite 500  
Manhattan, KS 66502



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# ACHIEVING YOUR VISION

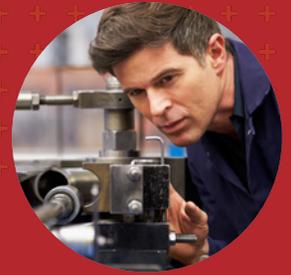
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Indian Head Park's proactive vision to develop a user-friendly, self-service government web environment for its community and employees is commendable. In today's society, citizens expect and seek access to information outside of normal business hours. CivicPlus and its team of dedicated professionals will bring your vision to life. We have the tools and the expertise to design and implement a dynamic, visually attractive, end-user friendly, searchable and interactive website that will be easy to maintain for your staff.

You should have complete confidence that the firm you choose to achieve your vision and create your website is the right choice. Becoming your strategic, trusted partner is paramount to the professionals at CivicPlus.

With our **Premium** website, you will benefit from the following:

- **Unique Design** – A customized website design to meet your unique needs and desires. This will include project design, development, and implementation of our GCMS, as well as hosting and continual support.
- **eGovernment Content Management System (GCMS®)** - A robust and sophisticated management system which allows migration of existing content and ease of use for your staff to update and manage.
- **Customized Training** – Onsite training where our professionals will ensure your staff is ready to hit the ground running at Go Live.
- **Dedicated Project Team & Continuing Support**- Your dedicated team will assist you through the development process, and includes your project manager, expert designer, and a team of content experts to edit and optimize your website. Our support team ensures your complete satisfaction with our products for as long as you are part of the CivicPlus family.
- **Fully Responsive Design** - As part of providing industry-leading technology, responsive design is included with your CivicPlus site. With responsive design, your site adjusts to the screen size regardless of the device they are using.
- **Guaranteed Redesign** - At the end of your fourth year of continuous service with us, you are eligible to receive a basic website redesign with no further out-of-pocket expense. Your website stays current and doesn't need to be re-built from the ground up again!
- **CP Connection** - *THE* place to stay in the loop! Our online community for all CivicPlus clients provides you the venue to exchange ideas and best practices with other CP clients; continue training and learning more about our GCMS and support services.
- **CivicSend** – Integrated with our GCMS®, CivicSend is a visually rich e-communication platform designed to save time, improve efficiency and increase community engagement. This platform allows for unlimited subscribers, emails, and social media integration communicated through visually rich, mobile responsive and easily customizable templates.
- **CivicMobile** - Designed to look and work great on both iOS and Android mobile devices. Content and alerts can be scheduled for automatic delivery. It is connected directly to your website so your content will always be in-sync with your mobile site visitors.



**DID YOU KNOW?**

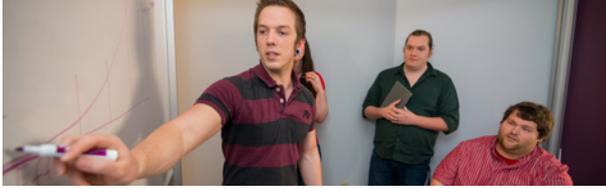
82% of users have completed at least one transaction on a government website and 69% have completed more than one.

Source:

*Public Policy & Administration  
University of Utah, 2012*



# CIVICPLUS COMPANY OVERVIEW



CivicPlus is the unique provider of the Government Content Management System (GCMS®)—the most innovative, user-friendly and comprehensive source for engaging eGovernment websites. Our clients' solutions are based on the latest in web coding technologies. They function across all major browsers, platforms (including mobile) and incorporate engaging features such as social media integration.

Today, under the leadership of founder Ward Morgan, CivicPlus has nearly 200 staff members and continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our more than 2,000 clients with over 50,000 users. Our commitment to setting the standard in website design, management and government communication has been instrumental in making CivicPlus a leader in web design, communication programming and hosting.

Your new website will convey a sense of place for your community, be visually appealing and utilize the latest technology to provide a convenient source of information to communicate and engage your community – so they can find the information they need, when they want it.



## Why should Indian Head Park choose CivicPlus to achieve its vision?

- We are driven by client service, not billings. Our goal is to become your trusted partner and deliver what you need.
- We set the industry standard and have the reputation to back it up, for helping governments better connect with citizens and constituents and we will bring that same expertise to your project.
- We deliver in-house professional consulting services to provide direction for your vision, alignment, consistency and peace of mind knowing your website will be what you need today and tomorrow.
- We develop highly-usable, mobile responsive sites so your website is available anywhere at any time.
- We create a website specific to how you and your citizens will use it and design it to be both end-user and maintenance friendly.
- We securely host your site in our state-of-the-art facilities – keeping it safe. **We exceed industry standards maintaining over 99.7% up time for our clients' websites!**



DID YOU KNOW?

Our clients have won over 370 state and national awards for their websites designed and implemented by CivicPlus. We think our clients' success speaks for the quality of our work.

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# YOUR TEAM OF PROFESSIONALS

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From project management, design and development to training and support, CivicPlus professionals will coordinate your needs with qualified, dedicated specialists who will work directly with you throughout your project development and beyond.



## **Justin Blecha - Inside Sales Representative**

As your sales representative, I will initially work with you to determine the best solutions for your administrative users and website audience. My extensive knowledge of our GCMS®, website usability expertise and client-driven philosophy will ensure that we arrive at the best solution for your budget.

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## **Katrina Lewison – Manager of Project Administration**

Katrina leads our project management team. This team oversees inter-departmental and client interactions assuring that your project will be developed in a timely manner by professional website experts. Using their knowledge of effective online citizen engagement techniques, they will keep the process moving smoothly from phase to phase.



## **Jessica Jones – Manager of Content Development**

Jessica's goal is to help make your website convey the messages you need. She heads our content development department. She will assign a team of developers to help you develop and maintain quality content for your site and keep your project on schedule.

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## **Tony Ridder – Manager of Creative Services**

Tony knows all things design. He is the head of our creative development and graphic representations and is responsible for each website overview and uniqueness. He leads our brilliant team of designers at CivicPlus and will team you with the right designer for your project.



## **Jim Steffensmeier – Manager of Training and Consulting**

From consulting services to content development to technical specifications, our consulting and training department will assist you in developing the right message in the right way by the right team. He will coordinate his team of professionals to deliver the solutions you need to achieve your training and consulting success.

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## **Troy Galvan - Manager of Account Management**

After your GoLive date, Troy will assign an account manager to your project. Your account manager stays current on new CivicPlus products and will continue to optimize your site. This specialized team member will provide you with information on how to better engage your citizens utilizing the tools that CivicPlus has put into place on your website.



# PREMIUM WEBSITE PROJECT DEVELOPMENT APPROACH



Consulting, design, usability guidance, programming, secure hosting and dedicated training - CivicPlus delivers all of this and more during the development of your new website.

Typical Project Timeline	Timeline
<b>Phase 1 – Website Optimization</b> Includes: Needs assessment, best practices, and takeaways assigned.	4-6 weeks
<b>Phase 2 - Website Layout</b> Includes: Layout presentation, mood board and main navigation review, design feedback meeting and approval and takeaways assigned.	3-5 weeks
<b>Phase 3 – Website Reveal</b> Includes: Presentation of a functional website based on goals, recommendations and combined vision; final approval and take-aways assigned.	3-5 weeks
<b>Phase 4 – Customized Training</b> Includes: Customized to give your staff the skills they need to maintain your website.	3-4 weeks
<b>Phase 5 – Go Live</b>	3-5 weeks
<b>Website Launch</b>	16 - 24 Weeks (On Average)



Timeline 3-6 Weeks



Timeline 3-5 Weeks



Timeline 3-5 Weeks



Timeline 3-4 Weeks



Timeline 3-5 Weeks

# FEATURES & FUNCTIONALITY

Developed for organizations that have a need to update their site frequently, CivicPlus provides a powerful government content management structure and website menu management system. The system allows non-technical employees the ability to easily update any portion of your website instantaneously. The CivicPlus Government Content Management System (GCMS®) utilizes Microsoft SQL Server, ASP, JavaScript and HTML for web development.

Each website begins with a unique design developed to meet your specific communication and marketing goals, while showcasing the individuality of your community. Features and capabilities are added and customized as necessary, and all content is organized in accordance with web usability standards.

Modules	Functionality
Agenda Center	Action Items Queue
Alerts Center & Emergency Alert Notification	Audit Trail / History Log
Archive Center	Automated PDF Converter
Bid Postings	Automatic Content Archiving
Blog	Dynamic Breadcrumbs
Business/Resource Directory	Dynamic Sitemap
Calendar	Expiring Items Library
Citizen Request Tracker™ (5 users)	Graphic Link Administration
Community Connection	Links Redirect
Community Voice™	Menu Management
Document Center	Mouse-over Menu Structure
ePayment Center or eCommerce Integration	Live Editing and Page Creation
Facilities & Reservations	Online Web Statistics
Form Center	Printer Friendly/Email Page
Frequently Asked Questions	RSS
Intranet	Site Layout Options
Job Postings	Site Search & Entry Log
My Dashboard	Slideshow
News Flash	Social Media Integration
Notify Me™ email and 500 SMS subscribers	User & Group Administration Rights
Opinion Poll	Web Page Upload Utility
Photo Gallery	Website Administrative Log
Quick Links	
Spotlight	
Staff Directory	



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# CIVICPLUS GCMS MODULES

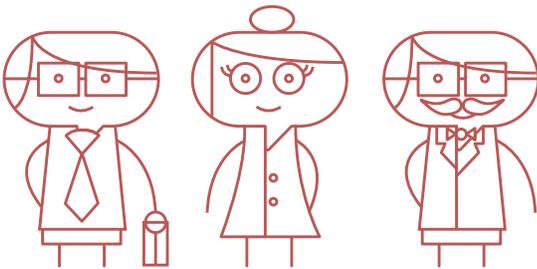
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- Agenda Center – Create and display agendas and minutes for various civic organizations
- Alert Center – Graphically show when there is an emergency or important notification
- Bid Postings – Simple and easy to use method of posting your bids
- Blog – Post opinions/information about various topics. Can also be set up to allow site visitors to comment and subscribe
- Business / Resource Directory – The *Yellow Pages* of your website
- Calendar – Create multiple calendars for various divisions and departments
- Citizen Request Tracker™ – Allow users to report a problem while providing follow-up communication with the point of contact
- Community Voice™ – Open forum in which citizens can interact while allowing you to showcase projects in your community
- Document Center – Organize and house documents in department or division folders and sub-folders
- ePayment Center – The ePayment module is included with our premium website solution and allows customers to have the ability to process payment transactions via the website.
- Facilities & Reservations – Facilities and meeting places in one convenient place allowing reservations online
- Form Center - Create custom online forms that can be completed and submitted online
- Frequently Asked Questions (FAQs) – Answer the most frequently asked questions from your visitors
- Job Postings – Post available jobs in an easy to access manner
- My Dashboard – Allow users to personalize their dashboard to stay updated on news, events, and information they care about
- NotifyMe™ – Send out mass emails to subscribers of specific lists and modules, includes 500 SMS subscribers
- News Flash – Post organizational news items, right on your home page, that are important to your citizens
- Opinion Poll – Interact with your site visitors by posting various questions and polls
- Photo Gallery – Store and display photos
- Quick Links – Place links on any page
- Spotlight – Allows you to highlight important text or widgets in a compact, easy-to-update module
- Staff Directory – Detailed contact information for your staff and offices

## *Social Networking & Gov 2.0*

CivicPlus understands the importance of Gov 2.0 and how social networking sites like Facebook and Twitter help governments connect with their residents in unique and innovative ways. From your existing community-centric pages on Facebook to real-time Twitter feeds that can deliver emergency alerts, we are dedicated to helping our clients integrate their web content into the most dynamic social media sites and make their marks in the world of Gov 2.0.

CivicPlus can sync your website to your Facebook and Twitter profiles to automatically publish news, notices, and



calendar events on Facebook with a link to your website for more information. Twitter's short, 140-character "tweets" offers a way to distribute information quickly and effectively. Other social networking sites (such as LinkedIn, YouTube, Pinterest, etc.) can be featured on your website as links to your profile on those websites.

### *Administrative Features*

- **Instantaneous Updates** – Once published, updates are posted to the live site in real time.
- **Browser Based** – No installation of programs or software needed! Your staff can update the site from an internet connection or platform (Mac or PC) at any time.
- **Mobile Updates** – Immediately upgrade your site from any location using your tablet or phone.
- **Action Items** – Direct access to a queue of pending items to be published or reviewed by the administrator upon login.
- **Site Search and Search Log** – Powerful site search automatically indexes all content making it easy for visitors to find information. A log of all words that have been searched by visitors is kept, allowing you to update highly searched information and feature key items.
- **Automatic Alt Tags** – Built-in features ensure your site is Section 508 compliant without having to know the requirements.
- **Bad Links Identifier** – This module creates a list of the broken links on your site when they are accessed.
- **Content Creation** – The CivicPlus GCMS® makes it easy to add new content, edit old content, and keep page layout consistent through use of our *What You See Is What You Get* (WYSIWYG) editor. Content changes will not affect the design - site breadcrumbs, page structure and sitemaps will dynamically update upon publishing. With mega menus and drop-down, pop-out menu functionality, you can essentially get to any page on your website within a single click if desired!
- **Content Scheduling** – Material throughout the entire system can be set to auto-unpublish (expire) or it can be manually retired.
- **Content Versioning** – The GCMS includes version control, a history log for reviewing changes made within the system, file locking through our permission system and an archive of all published content.
- **Dynamic Layout** – The layout for your website will be determined by you and the designer. Placement of navigation and dynamic areas are important in guiding site visitors to key information quickly and easily.
- **Dynamic Page Components** – Events Calendar, FAQs, Opinion Poll, News Flash and other new features may be included as dynamic page components. Dynamic Page Components may be placed on any page and will help dedicated areas of the site appear as its own website. For example, the entry page for your Parks and Recreation Department can be customized with specific lists of events, FAQs and news announcements pertaining to that department.
- **Dynamic Breadcrumbs and Site Map** – Dynamic Breadcrumbs are used to show a visitor's location within the site. Breadcrumbs are automatically generated by our system. A dynamically generated site map automatically updates to reflect your new navigation if changes are made.
- **ePayment & eCommerce Integration** – The ePayment module is included with our premium website solution and allows customers to have the ability to process payment transactions via the website, saving staff time and effort by of manually processing payments. To take advantage of this module, additional processing transaction and merchant account fees will apply.
- **History Log** – Easily tracks changes made to your website including items in your Page Menu, Archive Center, Document Center and more. History Log information is searchable, sortable and exportable.
- **Integration/Interfacing** – CivicPlus' integration services work cohesively with most third-party software applications. We have the capability to link with most software or databases currently utilized. Systems such as purchasing, taxes, assessment and utilities have been developed for many of our clients.



- Intranet – An intranet is a secure location on your website that allows employees and other groups to login and access non-public resources and information. You will have the ability to set up multiple intranet groups with varying view rights.
- Levels of Rights – Levels of Rights may be defined as publishers (create or publish) or authors (create but not publish), or as administrators of modules. Assigned groups may have the right to update their own content without affecting web pages, menu structure, top of page, banner or navigation.
- LDAP Authentication – LDAP authentication provides a powerful and simple way to manage users and permissions within our system by syncing your website with your existing active directory database - negating the need for multiple user upload and sign-on. Because LDAP authentication requires custom programming time, additional fees apply.
- Link Redirects – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>. A more intuitive approach to help visitors find particular pages.
- Maps – Help website users find commonly requested information such as bus routes, highways, tourist attractions, education information, major employers, or demographics. Maps can be simple, clickable maps, using our Image Map Editor, or more sophisticated JavaScript or Flash (additional fees required for JavaScript or Flash development).
- Printer Friendly – Our printer friendly functionality does separates critical content from the site template to provide a clean print without menu structure and banner information included.
- RSS Feeds - RSS stands for Real Simple Syndication and in short, it brings your site to the people. After signing

up, they receive email notifications of the latest news updates.

- Supported Browsers – CivicPlus websites are viewable in all common browsers. We optimize them for administrative use with Windows 2000+ and in the two most recent versions of major browsers including: Internet Explorer, Firefox, Safari and Chrome.
- Website Statistics – Administrators will be trained on the use and analysis of web statistics, provided through Piwik Analytics.

### *Application Programming Interfaces*

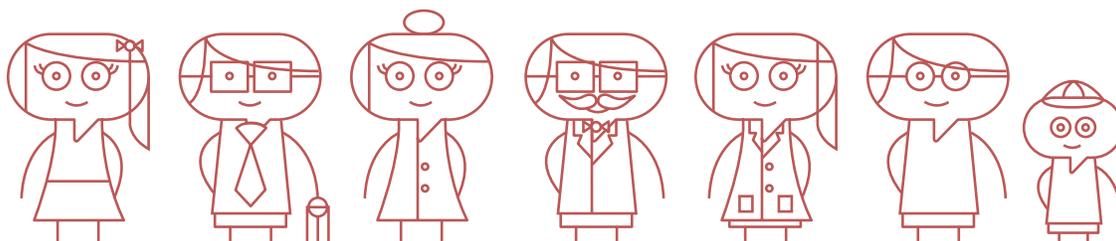
We have nearly a dozen application programming interfaces (APIs) throughout the system and continue to build more to make integrations with our GCMS<sup>®</sup> and disparate applications as straightforward as possible. It's this "open architecture" approach that allows your IT staff and programmers to spend time creating applications and systems that are specific to your community's needs and tie them into the site, using the site itself as a sturdy platform on which to build.

### *CivicMedia - Mobile Video*

CivicPlus offers a robust mobile video experience as part of our CivicMedia solution. Consumption of video is continuing to grow, and providing this option as part of your overall experience is a must have to drive engagement.

### **Mobile Video**

- Just about any file format is supported and are easily searchable, shareable and accessible from almost any device.
- Live streaming is also available—use for anything from traffic cams to beach cams (additional charges may apply).



# PREMIUM WEBSITE SCOPE OF WORK

## Kick-Off Meeting

Deliverable: Project timeline, training jump start, online forms, kick-off meeting

### CivicPlus will:

- Assign a project manager to your project
- Conduct a project Kick-off meeting to review awarded contract
- Assign your dedicated project manager
- Establish communication plan for project duration
- Identify all key internal and external key stakeholders
- Develop project plan and timeline
- Provide project management and support

### What we will need from you:

- Completion of: Functionality and Design Form, Web Team Form and Content Form (prior to Phase 1)
- Attend Kick-off meeting with key stakeholders and decision makers
- Approval of the project timeline
- Update current primary content and delete any pages no longer needed or not to be migrated.

## Phase 1: Website Optimization

Deliverable: Website optimization meeting

### CivicPlus will:

- Provide communication support and status to key stakeholders via email or phone as needed
- Review goals and expectations you submitted on the completed forms to ensure all needs are clearly understood

### What we will need from you:

- Gather and provide statistics from the current website for the previous 12 months
- Collect graphics to be incorporated in the new site
- Submit a list of all divisions and/or departments within the organization
- Submit a list of third-party and in-house developed applications presently being utilized
- A site map or outline of the current website's navigational structure
- A list of any content on the primary website that must remain intact (verbatim)

## Phase 2: Website Layout

Deliverable: Website grayscale layout and mood board color pallet presentation

### CivicPlus will:

- Present one custom layout in grayscale and one mood board color palette including placement of navigation, graphic buttons and feature areas - based on previously determined goals
- Begin design development once approved

### What we will need from you:

- Approval of and/or request changes to layout and mood board concepts
- Review of marketing packet material and guidelines
- Phase 2 - Website Layout billing milestone complete



### Phase 3: Website Reveal

Deliverable: Website design and production

#### CivicPlus will:

- Present a fully functional website on production URL
- Migrate all agreed upon content pages
- Migrate Microsoft Word or .pdf documents of current, plus previous three years, of agendas and minutes
- Conduct a quality review of the website to ensure the statement of work is met, after approval of design and functionality
- Coordinate training needs

#### What we will need from you:

- Evaluate and provide feedback on design and content
- Collaborate with CivicPlus on proposed changes
- Provide all necessary DNS items identified
- Submit any revisions to design (until agreed deadline date determined during Kick-off meeting)
- Design changes requested after agreed deadline date, will cause Go Live date to be adjusted

### Phase 4: Two (2) Days of On-site Implementation Training for up to six (6) Staff Members

Deliverable: Train *System Administrator(s)* on GCMS® Administration, permissions, setting up groups and users, module administration. *Basic User* training on pages, module entries, applying modules to pages. Applied use and usability consultation

#### CivicPlus will:

- Provide training as agreed upon for staff members, based on internal daily task and workflow
- Train staff on GCMS®, including updating content pages and modules
- Provide access to online training manuals and videos for additional assistance

#### What we will need from you:

- Provide a location for training with internet access
- Provide computers for training purposes
- Phase 4 - Training billing milestone complete

### Phase 5: Go Live

Deliverable: Custom website launched to the public.

#### CivicPlus will:

- Address system issues identified
- Redirect the domain name to the newly developed website once you sign off on the completed project

#### What we will need from you:

- Test GCMS® functionality and update the final site as per approved timeline
- Report any system issues
- Sign off on finalized site before Go Live

### Project Enhancements

- CivicSend
- CivicMobile





# HOSTING & SECURITY SERVICES

CivicPlus protects your investment and takes hosting and security of our client sites seriously. Redundant power sources and internet access ensures consistent and stable connections. We invest over \$1.0m annually in to ensure we adapt to the ever-changing security landscape while providing maximum availability. To help ensure your site is protected at the level you need, CivicPlus offers two options for coverage.

## Included Hosting & Security Package

Your system is monitored 24/7/365. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled. From our secure data center facilities to constant and vigilant monitoring and updating of your system, including 99.7% guaranteed up-time. We've got you covered.

## Platinum Hosting & Security Package

Ensuring your visitors can access your site and that it continues to be business as usual with least amount of interruption is attainable through the CivicPlus Platinum hosting and security. Cyber security is a high profile topic that makes the news almost daily. Every industry is a target, including local government. Our Platinum package protects your site through all of our included hosting and security features, but also adds the peace of mind of comprehensive and continuous DDoS protection. Our team has been pressure tested by high-profile events and has the experience and expertise to handle any situation. We've got you covered.

## Ongoing Protection Services

If you choose the Included Package and experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options that are available to you at the time of event. Whatever your needs are we have an option that will be a fit for your community.

## TOP CONSEQUENCES OF AN ATTACK



SOURCE: PONEMON INSTITUTE, MARCH 2015

Hosting & Security Features	Included Hosting & Security	Platinum Upgrade Hosting & Security
Data Center		
■ Highly reliable data center	✓	✓
■ Managed network infrastructure	✓	✓
■ On-site power backup & generators	✓	✓
■ Multiple telecom/network providers	✓	✓
■ Fully redundant network	✓	✓
■ Highly secure facility	✓	✓
■ System monitoring	24/7/365	24/7/365



Hosting		
■ Automated GCMS software updates	✓	✓
■ Server management & monitoring	✓	✓
■ Multi-tiered software architecture	✓	✓
■ Server software updates & security patches	✓	✓
■ Database server updates & security patches	✓	✓
■ Antivirus management & updates	✓	✓
■ Server-class hardware from nationally recognized provider	✓	✓
■ Redundant firewall solutions	✓	✓
■ High performance SAN with N+2 reliability	✓	✓
Bandwidth		
■ Multiple network providers in place	✓	✓
■ Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack)	✓	✓
■ Burst bandwidth	22 Gb/s	45 Gb/s
Disaster Recovery		
■ Emergency after-hours support, live agent (24/7)	✓	✓
■ On-line status monitor by Data Center	✓	✓
■ Event notification emails	✓	✓
■ Guaranteed recovery TIME objective (RTO)	8 hours	4 hours
■ Guaranteed recovery POINT objective (RPO)	24 hours	4 hours
■ Pre-emptive monitoring for disaster situations	✓	✓
■ Multiple data centers	✓	✓
■ Geographically diverse data centers	✓	✓
DDoS Mitigation		
Defined DDoS Attack Process		
■ Identify attack source	✓	✓
■ Identify type of attack	✓	✓
■ Monitor attack for threshold* engagement	✓	✓
DDoS Advanced Security Coverage		
■ Continuous DDoS mitigation coverage	<b>Not Included</b> Additional coverage available at time of event. (Additional fees apply)	✓
■ Content Distribution Network support		✓
■ Proxy server support		✓
■ Live User Detection service		✓

\*Thresholds:

Traffic exceeds 25 Mb/s sustained for 2+ hours

Traffic over 1 Gb/s at any point during attack



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## CONTINUING SERVICE & SUPPORT

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CivicPlus won't be with you just for the development, design and launch – we will be here year after year to respond to new needs and new opportunities for you to continue to have the best site possible. We offer all of our clients continuing support and additional advantages as a member of the CivicPlus family.

### **Dedicated Account Management**

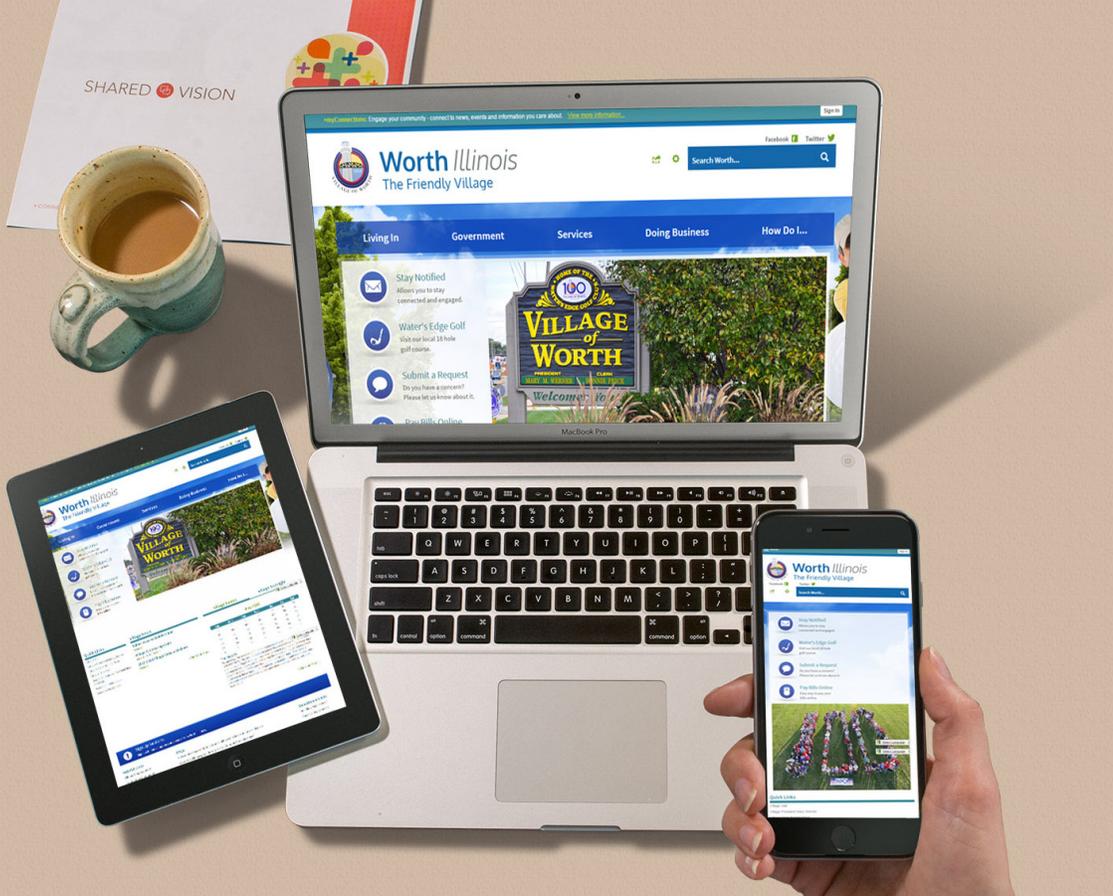
CivicPlus has a team of dedicated account managers to help you implement the tools needed to successfully meet the level of Community Engagement that you desire. Upon website Go Live, you will have a dedicated member of this team to help you keep up on new CivicPlus products and optimize your site. This specialized team member can provide you with further information on how to engage your citizens, utilizing the tools that CivicPlus has put into place on your new website.

### **Around-the-Clock Technical Support**

Our support personnel are ready to answer your staff members' questions and ensure their confidence in using our site. When you choose CivicPlus, our knowledgeable staff is available from 7 a.m. to 7 p.m. (CST) to field your calls and emails, and emergency services are available after regular hours with our on-call staff 24-hours a day.

In addition to fielding support requests, CivicPlus is proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity and the internet in general, our personnel often identify and correct issues before they even affect our clients' websites. Our expertise in website management provides assurance to our clients that their site is in good hands.





HEAR FROM  
OUR CUSTOMERS

*“Converting our old web site in to the modern County web presence would have cost more in time and frustration than the reasonable cost associated with hiring CivicPlus consulting staff to lead the way.”*

### *Village of Worth, Illinois*

URL:  
www.villageofworth.com  
**Premium Website**

Contact:  
Bonnie Price  
Village Clerk  
708-448-1181  
bprice@villageofworth.com

**Snohomish County, WA**  
David Stroble  
Business Analysis & Project  
Management Team

## EXPERIENCE & CLIENT REFERENCES

We have assisted over 2,000 clients and over 50,000 users throughout the United States, Australia and Canada with the design, implementation and hosting of new, engaging, innovative and functional websites. Following are just a few examples of relevant sites, similar in scope to your project, which we have designed. But don't take our word for the success of these sites. Contact our clients and let them tell you about their experiences working with CivicPlus. Want to see more? Just let us know...we have about 2,000 we can share with you!





**Village of Deer Park, Illinois**

URL:  
[www.villageofdeerpark.com](http://www.villageofdeerpark.com)  
 Premium Website

Contact:  
 Karen Kasregis  
 Administrative Assistant  
 847-726-1648  
[kkasregis@vodp.net](mailto:kkasregis@vodp.net)



**HEAR FROM OUR CUSTOMERS**

*“A company is created by its people. The CivicPlus staff is phenomenal. CivicPlus is going to understand what your town means to you and your residents and how you want your town or city to appear. They are just as passionate about promoting your area as you are.”*

**Castle Rock, Colorado**  
 Karen McGrath



**City of Dekalb, Illinois**

URL:  
[www.cityofdekalb.com](http://www.cityofdekalb.com)  
 Premium Website

Contact:  
 Lauren Stott  
 Management Analyst  
 815-748-2396  
[lauren.stott@cityofdekalb.com](mailto:lauren.stott@cityofdekalb.com)



# PROJECT DEVELOPMENT ESTIMATE

Project Development & Deployment	Initial GCMS®, upgrades, maintenance and support Migration of 50 pages of existing content Two (2) Days of On-site Implementation Training for up to 6 Staff Members	Included
Functionality Enhancements	CivicSend CivicMobile	Included
Security & Hosting	Premium Included Security Hosting server storage not to exceed 20 GB	Included
<b>Total Investment Year 1</b>		<b>\$19,679</b>
<i>The CivicPlus Advantage Payment Plan (details below) allows you to pay over the length of your contract - lowering your initial "out of pocket" expenses dramatically.</i>		



**Ongoing (Annual) Protection Services** allows you to receive maximum benefit at minimal cost while protecting your investment. Each year of your contract, you'll receive system enhancements, maintenance and optimization and have full access to our support staff so your site stays up-to-date with our latest features and functionality. Your annual protection fee includes redundant hosting services, daily backups, extensive disaster recovery plans, 24/7 support, software maintenance, system enhancements, recurring training, and access to the CivicPlus community. Billed 12 months from contract signing - subject to annual 5% increase year three and beyond (beginning year 2)

**\$4,760\***

\* Includes annual costs for CivicSend and CivicMobile



**CivicPlus Advantage Payment Plan** eases the budgetary impact of your new site and provides a **zero interest, level payment** plan that divides the expense of your investment over the life of the contract. Through a minimum four-year contract, it will dramatically lower your out of pocket expenses for your **Total Investment Year 1** cost.

	1st year	2nd year	3rd year	4th year
CivicPlus Advantage Annual Investment Payments	\$9,733	\$9,733	\$9,733	\$4,998



### CivicPlus Redesign Guarantee

At the end of your fourth year of continuous service with us, you are eligible to receive a basic website redesign with no further out-of-pocket expense. Your website stays current and doesn't need to be re-built from the ground up again!



HEAR FROM OUR CUSTOMERS

*"If you're a municipality that has limited IT and communication resources, CivicPlus is definitely worth looking into. When we were thinking about a new website, we decided, 'Let's get a professional in here who already has this figured out to get our website going.' The whole process was a good experience. From the time we signed the contract, we had our website up and running in six months. And CivicPlus has really good customer service. I think our money was definitely well-spent."*

Kirstyn Barr  
Public Information Officer  
Vienna, Virginia

# FUNCTIONALITY ENHANCEMENTS INCLUDED



## Sending Made Simple

Save Time. Improve Efficiency. Increase Engagement.

### BENEFITS

Easily create customized messages

Robust, yet simple to use

Seamless integration with GCMS\*

Meet CivicSend, a visually rich e-communication platform designed with governments and citizens in mind. It's new from CivicPlus.

*Communicating with your citizens just got easier.*

With CivicSend, you can create professional-looking messages in minutes. Simply select your communication channels (email, text, social media), then choose a template, customize, and send. It really is that easy, that efficient.

CivicSend at a glance:

- **Versatile communication tool** – Not just for newsletters
- **Communicates efficiently** – From one interface to multiple channels
- **Robust analytics** – Track and measure response rates
- **Mobile-responsive** – Reach citizens anywhere
- **Autopost to website** – All communication in one centralized location
- **Accesses your GCMS\* subscriber lists** – Select one or multiple lists
- **Template-based** – Create attractive, engaging messages
- **Intuitive** – Features a new, easy-to-use CivicPlus interface
- **Value-conscious** – Offers unlimited emails and lists

CivicSend offers all this and more, right from the user-friendly interface of your Government Content Management System™ (GCMS). You can create anything from simple messages to event invitations to multi-image e-newsletters. Our templates make crafting professional-looking messages a snap – no experience necessary.

If using a centralized communication tool to save time, improve efficiency, and increase citizen engagement is important to you, let us show you first-hand what CivicSend can do.

\*Government Content Management System



+ CivicSend

888.228.2233 + CivicSend.com + 302 South 4th Street, Suite 500 Manhattan, KS 66502



One communication solution. One user-friendly interface. Endless possibilities.



### Additional Services

Save your customized templates for future communication

Add a lead-in message to text messages and social media posts

Since 2001, CivicPlus has been working to help local governments communicate the way citizens most want to connect – digitally. Our solutions reach beyond interactive websites to help our clients stay in step with today’s technology across the board. CivicSend answers the need for a robust, anytime, mobile-ready communication solution.



Save Time



Improve Efficiency



Increase Engagement

### Simplify your communication, beautifully.

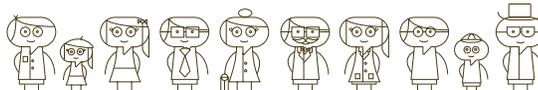
CivicSend offers both beauty and brains. You can use it to craft visually rich messages, then measure citizen engagement with our analytics dashboard.

Better yet, we’re saving you steps. Create your message using a single interface, then send through multiple channels (email, text, social media). CivicSend also auto-posts the content to your website.

Our goal with CivicSend was to create an e-communication tool that does everything you need it to do... and nothing you don't. It's sending made simple.

### Connect with Us

+ Phone: 888.228.2233  
+ Email: [sales@CivicSend.com](mailto:sales@CivicSend.com)  
+ Web: [www.CivicSend.com](http://www.CivicSend.com)





Mobile device ownership is at an all-time high, and it's growing! In order to meet your citizens where they're at—you need to provide a comprehensive mobile experience. CivicPlus addresses all of your mobile needs including responsive web design, the CivicMobile app, and a robust mobile video experience as part of Media Center. Mobile devices are used everywhere for everything by everyone. Drive engagement by offering a robust mobile experience.

### Responsive Web Design

As part of providing industry-leading technology, responsive design is included with your CivicPlus site. With responsive design, your site adjusts to the screen size of the device its being view on. This flexibility provides a seamless user experience.

### Benefits of Responsive Design

- Seamless experience between desktop and mobile device
- Shorter URL structure
- Easier management of search engine optimization
- Content adjusts to screen size and device orientation

### CivicMobile App

The CivicMobile App is designed to look and work great on both iOS and Android mobile devices. Designed to keep users informed, content and alerts can be scheduled for automatic delivery. The controls are simple and easy for anyone to use. The CivicMobile app is connected directly to your CivicPlus website; your content will always be in-sync with your mobile site visitors. Our professional staff makes sure the system stays up-to-date with hardware and software upgrades. This will ensure a system that is always optimized, secure and problem-free.

We work closely with our clients to match the aesthetics of their application – from the splash screen to the background imagery to the banner – with their website to create a polished and seamless theme across the different media with which your site visitors are interacting with you. Our mobile app is available for an additional fee.

### Benefits of CivicMobile:

- Cross-Platform Compatibility. CivicMobile is designed to both look and work great on both iOS and Android mobile devices. The controls are simple and easy for anyone to use.
- Push Notifications. The CivicMobile app will keep your citizens informed. Content and alerts can be scheduled for automatic delivery, freeing up local administrators for more pressing tasks.
- Fully Integrated. The CivicMobile app is connected directly to your CivicPlus website; your content will always be in-sync with your mobile citizens. Our professional staff makes sure the system stays up-to-date with hardware and software upgrades. This will ensure a system that is always optimized, secure and problem-free.
- Custom Design. We've got it covered. We work closely with our clients to match the aesthetics of their application – from the splash screen to the background imagery to the banner – with their website to create a polished and seamless theme across the different media with which your citizens are interacting with you.
- Emergency Alerts. Alert your citizens about emergencies in the community quickly and efficiently right to their mobile devices.





**Village of Indian Head Park**  
 201 ACACIA DRIVE  
 INDIAN HEAD PARK, ILLINOIS 60525  
 PHONE 708-246-3080 FAX 708-246-7094  
 www.indianheadpark-il.gov

**ORDINANCE #2015-**

**AN ORDINANCE PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2015 AND ENDING APRIL 30, 2016, FOR THE VILLAGE OF INDIAN HEAD PARK, COOK COUNTY, ILLINOIS**

BE IT ORDAINED BY THE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE  
 VILLAGE OF INDIAN HEAD PARK, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: That the sum of One Million Two Hundred Thousand Six Hundred Twenty Three Dollars (\$1,241,623) being the aggregate of appropriations, exclusive of estimated revenue from resources other than general taxation, heretofore beginning May 1, 2015, for the Village of Indian Head Park, Cook County, Illinois, for general corporate objects and purposes, for the payment of bonds and interests on bonds, for the Illinois Municipal Retirement Fund, for Social Security, for the annual audit, for general liability insurance, and for joint recreation programs for the handicapped, for the current fiscal year, as set forth in the annual appropriations ordinance of the Village of Indian Head Park and approved by the President on the 9th day of July, 2015, be and the same is hereby levied on all property within the Village of Indian Head Park subject to taxation for the current fiscal year as hereinafter specified. The said levy, appropriation and the estimated revenue from the sources other than general taxation (the amounts of which have been ascertained) are as follows:

**General Corporate Purposes**

<b>PRESIDENT AND VILLAGE BOARD</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
11-6102-000 Regular Salaries	1,260	
11-6108-000 Recording Secretary		
11-6243-000 Meeting/Conference/Training	1,875	
11-6245-000 Membership Fees	2,500	
11-6426-000 Furniture/Equipment	3,000	
11-6247-000 Miscellaneous Expense	313	
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TOTAL APPROPRIATION	\$8,947.50	\$0.00
Revenue from sources other than tax levy	\$8,947.50	

<b>ADMINISTRATION</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
21-6102-000 Regular Salaries	288,010	\$24,158.00
21-6104-000 Overtime	2,500	
21-6215-000 Codification	7,500	
21-6216-000 Website Redesign	10,000	
21-6230-000 Equipment Maintenance	3,125	
21-6245-000 Membership Fees	219	
21-6247-000 Miscellaneous Expense	625	
21-6250-000 Postage	1,875	
21-6252-108 Professional Services/Consultant	4,000	
21-6252-109 Professional Services/Data Processing	15,625	
21-6252-110 Professional Services/I.T. Consulting	5,000	
21-6254-000 Publications - Legal Notices	1,250	
21-6338-000 Office Supplies	3,750	
21-6342-000 Periodicals	63	
21-6350-000 Vehicle Licenses/Decals	5,938	
21-6426-000 Office Equipment	11,688	
	-----	-----
TOTAL APPROPRIATION	\$361,168.00	\$24,158.00
Revenue from sources other than tax levy	\$337,010.00	

<b>PUBLIC WORKS</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
31-6102-000	Regular Salaries	64,880	\$25,000.00
31-6104-000	Overtime	43,750	
31-6221-000	Drainage Maintenance	6,250	
31-6224-000	Electric/Street Light Maintenance	5,000	
31-6228-000	Rentals/Equipment	2,500	
31-6230-000	Vehicles/Equipment Maintenance	18,750	
31-6243-000	Meeting/Conference/Workshops	625	
31-6245-000	Membership Fees	875	
31-6247-000	Miscellaneous Expense	313	
31-6250-000	Postage	313	
31-6252-112	Engineering - General	22,500	
31-6252-113	Engineering - Developer/Property Owner	1,875	
31-6252-117	Landscape Removal	2,063	
31-6265-000	Streets & Parkways	2,500	
31-6272-000	Storm Sewers Maintenance	12,500	
31-6273-000	Telephone/Communications	4,250	
31-6275-000	Tree Maintenance	18,750	
31-6317-000	Utility Expense	9,375	
31-6308-000	Clothing/Uniforms	1,250	
31-6316-000	Gas/Oil	11,875	
31-6322-000	Drainage	4,375	
31-6328-100	Storm Sewers	1,250	
31-6330-000	Streets & Parkways	5,000	
31-6332-000	Vehicles/Equipment	5,625	
31-6338-000	Office Supplies	2,188	
31-6345-000	Safety Equipment	2,188	
31-6346-000	Tools and Hardware	1,250	
31-6348-000	Tree Program	2,625	
31-6414-000	Construction Storm Sewer Maintenance	21,875	
31-6438-000	Vehicles/Other Equipment	23,081	
		-----	-----
	<b>TOTAL APPROPRIATION</b>	<b>\$299,651.00</b>	<b>\$25,000.00</b>
	Revenue from sources other than tax levy	\$274,651.00	

<b>POLICE</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
41-6102-000	Regular Salaries	1,142,371	\$350,000.00
41-6104-000	Overtime	125,000	
41-6114-000	Lyons Township Hireback	74,100	
41-6202-000	Central Dispatch Assessment	96,815	
41-6230-000	Vehicle and Equipment Maintenance	25,000	
41-6243-000	Meeting/Conference/Training	7,500	
41-6245-000	Membership Fees	2,750	
41-6246-000	Lexapro Policy and Procedure	3,063	
41-6247-000	Miscellaneous Expense	625	
41-6248-000	CAPERS Reporting Software	15,000	
41-6250-000	Postage	625	
41-6252-103	Animal Control	313	
41-6273-000	Telephone/Communications	11,875	
41-6308-000	Clothing/Uniforms	15,000	
41-6316-000	Gas/Oil	30,000	
41-6332-000	Equipment Maintenance	938	
41-6338-000	Office Supplies	3,125	
41-6345-000	Safety Equipment	3,750	
41-6426-000	Office Equipment	18,750	
41-6438-000	Vehicles/Other Equipment	25,000	
			-----
	<b>TOTAL APPROPRIATION</b>	<b>\$1,601,600.00</b>	<b>\$350,000.00</b>
	Revenue from sources other than tax levy	\$1,251,600.00	

<b>BUILDINGS AND GROUNDS</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
51-6234-000	Maintenance Service - Public Works Facility	8,125	\$5,000.00
51-6239-000	Maintenance Service - Heritage Center	2,500	
51-6249-000	Maintenance Service - Village Hall/Police	10,000	
51-6251-000	Custodial Services	17,500	\$5,000.00
51-6314-000	Southworks Supplies	2,500	
51-6318-000	Landscape Supplies	2,500	
51-6336-000	Village Hall/Police Materials & Supplies	3,125	
51-6337-000	Kelli's Playground/Sacajawea Park	7,500	
51-6338-000	Heritage Center	625	
51-6404-000	Sealcoat/Striping Parking Lot	10,000	
51-6427-000	Other Equipment	38,750	
	<b>TOTAL APPROPRIATION</b>	<b>\$103,125.00</b>	<b>\$10,000.00</b>
	Revenue from sources other than tax levy	\$93,125.00	

<b>BUILDING DEPARTMENT</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
55-6252-106	Professional	4,125	
55-6252-110	Professional	2,063	
55-6252-111	Professional	2,750	
55-6252-121	Professional	15,000	\$1,000.00
55-6252-122	Professional	2,063	
55-6338-000	Office Supplies	250	
	<b>TOTAL APPROPRIATION</b>	<b>\$26,251.00</b>	<b>\$1,000.00</b>
	Revenue from sources other than tax levy	\$25,251.00	

<b>PLANNING &amp; ZONING COMMISSION</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
61-6102-000	Regular Salaries		
61-6254-000	Publications/Legal Notices	1250	
61-6338-000	Office Supplies	313	
	<b>TOTAL APPROPRIATION</b>	<b>\$1,563.00</b>	<b>\$0.00</b>
	Revenue from sources other than tax levy	\$1,563.00	

<b>FIRE &amp; POLICE COMMISSION</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
81-6102-000	Regular Salaries	469	
81-6245-000	Membership Fees	125	
81-6338-000	Office Supplies		
	<b>TOTAL APPROPRIATION</b>	<b>\$594.00</b>	<b>\$0.00</b>
	Revenue from sources other than tax levy	\$594.00	

<b>GENERAL ACCOUNTS</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
92-6216-000	Community Relations	625	
92-6226-000	Employee Relations	625	
92-6236-000	Health and Life Insurance	221,940	\$17,842.00
92-6252-118	Professional Services/Legal	100,000	
92-6252-123	Professional Services/Prosecutor	13,750	
92-6267-000	Smoke Signals	6,250	
92-6273-000	Telephone/Communications	23,280	
92-6274-000	Insurance Deductibles	9,375	
92-6276-000	Unemployment Insurance	3,125	
92-6664-000	Transfer to Capital Improvements Fund	4,375	
92-6665-000	Transfer to Public Wks/Heritage/Bonds Fund	93,628	
	<b>TOTAL APPROPRIATION</b>	<b>\$476,973.00</b>	<b>\$17,842.00</b>
	Revenue from sources other than tax levy	\$459,131.00	

**WATER EXPENSES**

	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
85-6102-000	Regular Salaries	127,558
85-6104-000	Overtime	18,750
85-6228-000	Rentals/Equipment	625
85-6230-000	Vehicle Equipment Maintenance	2,500
85-6243-000	Meeting/Conference/Training	2,063
85-6245-000	Membership Fees	563
85-6247-000	Miscellaneous Expense	250
85-6250-000	Postage	2,188
85-6252-112	Professional Services/Engineering	7,500
85-6252-116	Professional Services/Laboratory	3,250
85-6252-125	Professional Services/Reservoir Inspection	5,000
85-6256-000	Pump House Maintenance	7,500
85-6257-000	Pump Maintenance	1,875
85-6273-000	Telephone/Communications	4,375
85-6279-000	Water System	62,500
85-6306-000	Chemicals/Lab Equipment	625
85-6308-000	Clothing/Uniforms	1,250
85-6316-000	Gas/Oil	750
85-6317-000	Electricity/Gas	6,250
85-6329-000	Maintenance - Pump House	2,688
85-6332-000	Maintenance - Vehicles/Equipment	625
85-6334-000	Maintenance - Water System	15,000
85-6338-000	Office Supplies	1,250
85-6345-000	Safety Equipment	1,875
85-6346-000	Tools and Hardware	625
85-6352-000	Water Cost/Countryside	691,500
85-6420-000	Well Rehabilitation	43,750
85-6426-000	Office Equipment	1,563
85-6438-000	Vehicles/Other Equipment	30,569
85-6733-000	Depreciation	117,500
		-----
	TOTAL APPROPRIATION	\$1,162,317.00
		\$0.00
	Revenue from sources other than tax levy	\$0.00

**SEWER EXPENSES**

	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
90-6102-000	Regular Salaries	80,263
90-6104-000	Overtime	3,750
90-6228-000	Rentals/Equipment	625
90-6230-000	Vehicles/Equipment	938
90-6243-000	Meeting/Conference/Training	313
90-6247-000	Miscellaneous Expense	125
90-6250-000	Postage	188
90-6251-000	Illinois EPA NPDES Fee	1,250
90-6252-112	Professional Services/Engineering	10,000
90-6252-125	Professional Services/Sewer System	25,000
90-6252-128	Professional Services/MWRD I&I Program	43,750
90-6316-000	Gas/Oil	375
90-6328-000	Sewer System	1,250
90-6332-000	Vehicles/Equipment Supplies	125
90-6338-000	Office Supplies	250
90-6345-000	Safety Equipment	375
90-6346-000	Tools and Hardware	375
90-6438-000	Vehicles/Other Equipment	9,319
		-----
	TOTAL APPROPRIATION	\$178,271.00
		\$0.00
	Revenue from sources other than tax levy	\$178,271.00

<b>WATER &amp; SEWER GENERAL EXPENSES</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
92-6236-000	Health and Life Insurance	\$43,185.00	
	<b>TOTAL APPROPRIATION</b>	<b>\$43,185.00</b>	<b>\$0.00</b>
	Revenue from sources other than tax levy	\$43,185.00	

<b>MOTOR FUEL TAX FUND</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
95-6247-000	Miscellaneous Expense	250	
95-6224-000	Street Light Electricity	25,000	
95-6252-112	Engineering Consultants	1,250	
95-6252-120	Road Management Software	8,438	
95-6252-129	Snow Removal Labor	13,455	
95-6252-130	Snow Removal Equipment Rental	12,500	
95-6252-139	Parkway Maintenance Labor	23,680	
95-6252-140	Parkway Maintenance Equipment Rental	5,000	
95-6344-000	Salt	47,813	
	<b>TOTAL APPROPRIATION</b>	<b>\$137,386.00</b>	<b>\$0.00</b>
	Revenue from sources other than tax levy	\$137,386.00	

<b>E-911</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
95-6202-000	Central Dispatch Assessment	\$52,131.00	\$15,000.00
95-6204-000	Ameritech Line Charges	5,625	
95-6230-000	Equipment Maintenance	625	
	<b>TOTAL APPROPRIATION</b>	<b>\$58,381.00</b>	<b>\$15,000.00</b>
	Revenue from sources other than tax levy	\$43,381.00	

<b>ROAD IMPROVEMENT FUND</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
95-6252-107	Construction	\$234,635.00	\$50,000.00
95-6252-108	Financial/Other Issuance Costs		
95-6252-112	Engineering		
95-6252-118	Legal Services/Bond Counsel	8,840	
95-6606-000	Transfer to General Fund		
	<b>TOTAL APPROPRIATION</b>	<b>\$243,475.00</b>	<b>\$50,000.00</b>
	Revenue from sources other than tax levy	\$193,475.00	

<b>GENERAL CORPORATE PURPOSES</b>	\$4,702,887.50	
Revenue from sources other than tax levy	\$4,209,887.50	\$493,000.00
Amount to be raised by tax levy		

### Special Purposes

<b>ILLINOIS MUNICIPAL RETIREMENT FUND</b>		<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
The Illinois Municipal Retirement Fund	\$226,731.00	\$200,000.00	
<b>TOTAL APPROPRIATION</b>	<b>\$226,731.00</b>		
Revenue from sources other than tax levy	\$26,731.00		
Levied for the cost of participation in the Illinois Municipal Retirement Fund, as provided by Statute, in addition to all other taxes provided by law		\$200,000.00	

<b>SOCIAL SECURITY TAX</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
The cost of participation by the municipality in the Federal Old Age and Survivors Insurance System	<b>\$153,570.00</b>	\$150,000.00
TOTAL APPROPRIATION	\$153,570.00	
Revenue from sources other than tax levy	\$3,570.00	
Levied for the cost of participation by the municipality in the Federal Old Age and Survivors Insurance System, in addition to all other taxes provided by law		\$150,000.00
<b>AUDIT</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
Annual Audit	<b>\$40,689.00</b>	\$40,000.00
TOTAL APPROPRIATION	\$40,689.00	
Revenue from sources other than tax levy	\$689.00	
Levied for the Annual Audit in addition to all other taxes provided by law		\$40,000.00
<b>GENERAL LIABILITY INSURANCE</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
For the general liability insurance costs	\$88,711.25	\$80,000.00
TOTAL APPROPRIATION	\$88,711.25	
Revenue from sources other than tax levy	\$8,711.25	
Levied for general liability insurance costs in addition to all other taxes provided by law		\$80,000.00
<b>GENERAL OBLIGATION BONDS</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
For payment of principal and interest on General Obligation Bonds dated 2009 and the Road Improvement Bonds dated 2014	<b>\$462,416.00</b>	\$213,318.00
TOTAL APPROPRIATION	\$462,416.00	
Revenue from sources other than tax levy	\$249,098.00	
Levied to pay the foregoing principal and interest bonds from a special tax in addition to all other taxes provided by law		\$213,318.00
<b>SPECIAL PARKS FUND</b>	<b>Amount Appropriated</b>	<b>To Be Raised From Tax Levy</b>
To fund the Village of Indian Head Park's share of the expenses to provide for the establishment, maintenance and management of joint recreational programs for the handicapped, as provided for in 65 ILCS 5/11-95-14 in addition to all other taxes provided by law.	<b>\$29,823.00</b>	\$25,000.00
TOTAL APPROPRIATION	\$29,823.00	
Revenue from sources other than tax levy	\$4,823.00	
Levied for joint recreation programs for handicapped costs in addition to all other taxes provided by law.		\$25,000.00
<b>SUMMARY</b>		
TOTAL APPROPRIATIONS: CORPORATE PURPOSES	\$4,702,887.50	
TOTAL APPROPRIATIONS: SPECIAL PURPOSES	\$1,001,940.25	
TOTAL ALL ITEMS	\$5,704,827.75	
Levied from the tax for General Corporate Purposes		\$493,000.00

Levied for Special Purposes

ILLINOIS MUNICIPAL RETIREMENT FUND	\$200,000.00
SOCIAL SECURITY TAX	\$150,000.00
AUDIT	\$40,000.00
GENERAL LIABILITY INSURANCE	\$80,000.00
JOINT RECREATION PROGRAMS	\$25,000.00
GENERAL OBLIGATION BONDS	\$213,318.00
TOTAL LEVY FOR SPECIAL PURPOSES	\$708,318.00
TOTAL TAX LEVY	\$1,201,318.00

SECTION 2: That the Village Clerk of the Village of Indian Head Park be and is hereby authorized and directed to file a certified copy of the

SECTION 3: If any amount or item (or portion thereof) in this Ordinance is for any reason held invalid by any court of competent jurisdiction,

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 10th day of December, 2015

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED: This 10th day of December, 2015

\_\_\_\_\_  
Tom Hinshaw, President, Village of Indian Head Park  
Cook County, Illinois

Attested and Filed: This 10th day of December, 2015.

\_\_\_\_\_  
Laurie Scheer, Village Clerk



# Village of Indian Head Park

201 ACACIA DRIVE

INDIAN HEAD PARK, ILLINOIS 60525

PHONE 708-246-3080 FAX 708-246-7094

[www.indianheadpark-il.gov](http://www.indianheadpark-il.gov)

## TRUTH IN TAXATION CERTIFICATE OF COMPLIANCE

I, Tom Hinshaw, hereby certify that I am the presiding officer of Village of Indian Head Park, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85 (2010).

This certificate applies to the 2015 levy.

12/10/2015

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Tom Hinshaw  
President, Village of Indian Head Park

R-12-15-1  
PROPERTY TAX LIMITATION RESOLUTION VILLAGE OF INDIAN HEAD PARK  
201 Acacia Drive Indian Head Park, IL. 60525

Whereas, the Village of Indian Head Park has hereby determined that it is in the best interest of the Village of Indian Head Park to direct the County Clerk as to which funds should be limited, if necessary, to comply with the Property Tax Extension Limitation Law (PTELL);

THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Indian Head Park that the following levies shall be no less than the amounts indicated:

CORPORATE	\$493,000
LIABILITY INSURANCE	\$ 80,000
AUDIT	\$ 40,000
I.M.R.F.	\$200,000
SOCIAL SECURITY	\$ 150,000
SPECIAL PARKS	\$ 25,000
BONDS AND INTEREST	\$213,318

BE IT FURTHER RESOLVED, that if any reduction of the levy is required to comply with the Property Tax Limitation Law, it shall be done sequentially on the following basis:

- A) That the Corporate fund levy shall not be reduced.
- B) The amounts levied in the IMRF, Social Security, Auditing, and Liability Insurance funds shall be reduced proportionally on an individual fund basis, using the following percentages:

Liability Insurance	17.02%
Audit	8.51%
IMRF	42.55%
<u>Social Security</u>	<u>31.92%</u>
Total	100.00%

Passed this 10th day of December, 2015.

Aye:

Nay:

Absent:

Tom Hinshaw, President  
Village of Indian Head Park

Attest:

Laurie Scheer, Village Clerk

*Village of Indian Head Park 201 Acacia Drive Indian Head Park, IL.  
60525*

***CERTIFICATE***

To All Whom These Presents Shall Come, Greeting:

I, Laurie Scheer, Village Clerk, do hereby certify that the attached is a true and correct copy of Resolution #R 12-15-1, adopted by the Village of Indian Head Park, on December 10, 2015.

---

Laurie Scheer, Village Clerk

(Seal)

**RESOLUTION #R12-15-2 A RESOLUTION APPROVING THE S.E.A.S.P.A.R.  
LEVY AMOUNT FOR  
THE  
VILLAGE OF INDIAN HEAD PARK FOR FISCAL YEAR 2015/2016**

**PASSED AND APPROVED BY THE PRESIDENT AND BOARD OF TRUSTEES  
THE 10<sup>TH</sup> DAY OF DECEMBER, 2015**

**RESOLUTION #R12-15-2**

**A RESOLUTION APPROVING THE S.E.A.S.P.A.R. LEVY AMOUNT  
FOR THE**

**VILLAGE OF INDIAN HEAD PARK FOR FISCAL YEAR 2016/2017 TO BE \$25,000.00**

**Whereas, the South East Association for Special Parks and Recreation provides programs for children and adults with disabilities and;**

**Whereas, the Village of Indian Head Park is a member of the South East Association for Special Parks and Recreation and;**

**Whereas, the South East Association for Special Parks and Recreation has determined the levy amount for fiscal year 2016/2017 to the Village of Indian Head Park to be \$25,000.**

**THEREFORE BE IT RESOLVED, the Village of Indian Head Park hereby approves the South East Association for Special Parks and Recreation levy amount for fiscal year 2015/2016 for the Village of Indian Head Park.**

**Adopted, this 10<sup>th</sup> day of December, 2015.**

**AYES:**

**NAYS:**

**ABSENT:**

**Approved, this 10<sup>th</sup> day of December, 2015.**

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**Tom Hinshaw, Village President**

**Laurie Scheer, Village Clerk**