

AGENDA
SPECIAL BUDGET & FINANCE AND VILLAGE BOARD
Budget Workshop Agenda
Monday, October 24, 2022 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order
2. Pledge of Allegiance
3. 2022 Proposed Budget – Discussion
4. Review of Proposals – 2022/2023 Website Redesign
5. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Office at the Jackson Municipal Complex at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.



Taking the lead in Washington County.

MEMO

TO: Mike Schwab, Village President; Board of Trustees

FROM: Jen Keller, Village Administrator

RE: 2023 Budget Worksheets

DATE: October 18, 2022

Attached you will find the proposed 2023 Village of Jackson Budget which proposes an aggregate decrease in levy by 3.7% and a decreased mill rate of approximately \$0.30 per thousand in value. Levy limits which restrict increases to tax levies outside of debt service, and expenditure restraint restrictions on increased expenditures were guides Staff relied upon when drafting the proposed budget. Additionally, the draft budget focuses on service continuity and wage adjustments or position changes effective in 2023. These changes were based upon Village Board review of 2021 or 2022 wage comparisons for non-represented employees, Village Board review of PAA Fire and EMS study recommendations, and the current Collective Bargaining Agreement which allows up to a 3% increase to 2022 wages based upon performance. Staff find it important to note wages incorporated in the proposed budget do not assume all employees received the maximum wage adjustments or performance incentive increases. Furthermore, some wage adjustments are anticipated to be phased over a two-year period. Other changes incorporated in the 2023 proposed budget included an additional Recreation Fund obligation to Village levy, and investment in the development of TID 7 via utilization of a portion of TID 4 increment.

Levy Summary – 2023 Proposed Budget

	<u>Budget</u> <u>2021</u>	<u>Budget</u> <u>2022</u>	<u>DRAFT</u> <u>2023*</u>
GENERAL	2,768,570	3,062,728	3,493,652
DEBT SERVICE	1,875,577	2,320,042	1,632,859
RECREATION	194,015	209,185	232,715
CAPITAL PROJECTS	186,350	163,000	181,390
	<u>5,024,512</u>	<u>5,754,955</u>	<u>5,540,616</u>

Mill Rate Summary – 2023 Proposed Budget

	2020 tax bill	2021 tax bill	2022 tax bill**	Change
Village Mill Rate	\$8.17/thousand	\$6.85/thousand	\$6.55/thousand**	(\$0.30/thousand)
Average Value Home	\$193,979	\$258,385	\$264,166	\$5,781 average increase
Village Tax	\$1,584.81	\$1,769.94	\$1,730.29**	\$39.65 average decrease

*Levy amounts subject to change based upon Village Board review of the Draft Budget and subsequent Levy Adoption at a later date.

**2022 village tax calculation subject to change per final Statement of Assessed Value and Adopted Levies utilized to calculate mill rate.

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www.villageofjacksonwi.gov



Taking the lead in Washington County.

Staff will provide additional information the night of the workshop for the General Fund (Police, Building Inspection, Administration), Fire and Rescue Fund, Capital Projects Fund, and the Debt Service Fund. Presentations made prior to the Budget Workshop included Recreation, Public Works, Utilities, and the Hotel/Motel Tourism Budgets.

The 2023 Proposed Budget Worksheets are in the following order:

1. General Fund
 - a. 100 Accounts – Revenue and Expenditure Summary Sheets
 - b. 100 Accounts – Breakout Workbook for JPD, DPW, Building Inspection, Emergency Govt., VB/Admin.
2. Fire and Rescue Fund
 - a. 900 Accounts – Fire and Rescue Workbook
3. Debt Service Fund
 - a. 640 Accounts – TID 4 Workbook
 - b. 650 Accounts – TID 5 Workbook
 - c. 660 Accounts – TID 6 Workbook
 - d. 670 Accounts – TID 7 Workbook
 - e. 700 Accounts – Debt Service Workbook
4. Capital Projects Fund
 - a. 600 Accounts – Capital Projects Workbook
5. Recreation Fund
 - a. 500 Accounts – Recreation Workbook
6. Non-levy Funds
 - a. 150 Accounts – Hotel/Motel Tourism Workbook
 - b. 800 Accounts – Park Fund Workbook
 - c. 200 Accounts – Water Utility Workbook
 - d. 300 Accounts – Sewer Utility Workbook

Budget Worksheet
General Fund Expenses

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-51100-110-000	VILLAGE BOARD - WAGES	Expenses	28,222.03	31,007.33	27,204.64	28,000.00	11,335.56	28,000.00	28,000.00	0.00%
100-00-51100-130-000	VILLAGE BOARD - WRS	Expenses	0.00	0.00	0.00	0.00	445.35	500.00	500.00	100.00%
100-00-51100-135-000	VILLAGE BOARD - SOC SEC	Expenses	0.00	0.00	0.00	0.00	1,736.93	1,736.00	1,736.00	100.00%
100-00-51100-140-000	VILLAGE BOARD - MEDICARE	Expenses	0.00	0.00	0.00	0.00	406.34	406.34	406.00	100.00%
100-00-51100-111-000	APPOINTED COMMITTEE - WAGES	Expenses	1,667.94	1,259.60	500.61	1,750.00	1,560.00	1,750.00	1,750.00	0.00%
100-00-51100-130-111	APPOINTED COMMITTEE - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-51100-135-111	APPOINTED COMMITTEE - SOC SEC	Expenses	0.00	0.00	0.00	0.00	0.00	108.50	108.50	100.00%
100-00-51100-140-111	APPOINTED COMMITTEE - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	25.38	25.38	100.00%
100-00-51100-310-000	VILLAGE BOARD-OFFICE EXPENSES	Expenses	153.58	455.11	162.30	100.00	111.77	200.00	200.00	100.00%
100-00-51100-340-000	VILLAGE BOARD-EDUC/TRAVEL/DUES	Expenses	756.72	524.97	666.81	550.00	272.68	550.00	1,320.00	140.00%
100-00-51100-390-000	VILLAGE BOARD - MISCELLANEOUS	Expenses	0.00	12,231.08	190.41	200.00	7.00	11.55	0.00	-100.00%
100-00-51300-310-000	ADMIN - PROFESSIONAL SERVICES	Expenses	52,590.25	55,896.79	48,540.28	55,000.00	92,950.35	130,000.00	62,000.00	12.73%
100-00-51320-000-000	ADMIN - DOG LICENSE	Expenses	2,021.00	1,970.00	2,156.00	2,000.00	0.00	2,000.00	2,200.00	10.00%
100-00-51330-000-000	ADMIN - CAT LICENSE	Expenses	56.90	61.50	69.00	75.00	0.00	82.00	100.00	33.33%
100-00-51410-110-000	ADMIN - WAGES	Expenses	325,158.82	409,352.55	373,166.18	284,594.00	164,827.96	284,591.00	309,635.99	8.80%
100-00-51410-125-000	ADMIN - HEALTH & LIFE INSURANCE	Expenses	0.00	0.00	0.00	46,800.00	33,965.61	46,800.00	50,315.52	7.51%
100-00-51410-130-000	ADMIN - WRS	Expenses	0.00	0.00	0.00	18,499.00	10,618.35	18,499.00	19,764.61	6.84%
100-00-51410-135-000	ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	17,645.00	10,248.31	17,645.00	19,197.43	8.80%
100-00-51410-140-000	ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	4,127.00	2,396.74	4,127.00	4,489.72	8.79%
100-00-51410-145-000	ADMIN - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	1,153.80	2,000.00	2,000.00	100.00%
100-00-51410-315-000	ADMIN - OFFICE SUPPLIES	Expenses	2,846.73	1,767.83	3,145.34	1,250.00	960.22	1,250.00	2,000.00	60.00%
100-00-51410-325-000	ADMIN - PRINTING / PUBLISHING	Expenses	3,189.38	2,436.19	1,721.81	3,200.00	5,014.72	8,200.00	7,500.00	134.38%
100-00-51410-330-000	ADMIN - TELEPHONE / INTERNET	Expenses	2,482.91	2,540.58	3,035.37	3,000.00	2,212.26	3,000.00	2,500.00	-16.67%
100-00-51410-335-000	ADMIN - POSTAGE	Expenses	4,569.55	7,703.88	4,968.78	2,300.00	1,311.00	1,800.00	2,000.00	-13.04%
100-00-51410-340-000	ADMIN - EDUC/TRAVEL/DUES	Expenses	6,758.90	5,691.34	6,081.01	10,000.00	8,197.83	10,000.00	12,000.00	20.00%
100-00-51410-350-000	ADMIN - TASC	Expenses	1,444.50	2,258.50	3,831.35	2,600.00	1,229.50	2,000.00	2,000.00	-23.08%
100-00-51410-400-000	ADMIN - COPIER/SHREDDER	Expenses	3,368.15	3,086.44	3,541.09	3,200.00	2,010.14	2,800.00	2,800.00	-12.50%
100-00-51410-402-000	ADMIN - COMPUTER SOFTWARE	Expenses	5,685.12	3,450.00	6,050.52	6,000.00	3,726.86	6,000.00	20,650.00	244.17%
100-00-51440-110-000	ADMIN - ELECTION - WAGES	Expenses	6,996.55	25,167.97	8,786.14	18,000.00	3,690.01	6,000.00	5,000.00	-72.22%
100-00-51440-130-000	ADMIN - ELECTION - WRS	Expenses	0.00	0.00	0.00	0.00	49.65	100.00	50.00	100.00%
100-00-51440-135-000	ADMIN - ELECTION- SOC SECURITY	Expenses	0.00	0.00	0.00	0.00	227.56	372.00	310.00	100.00%
100-00-51440-140-000	ADMIN - ELECTION - MEDICARE	Expenses	0.00	0.00	0.00	0.00	53.29	87.00	72.50	100.00%
100-00-51440-301-000	ADMIN - ELECTION POSTAGE	Expenses	0.00	0.00	0.00	4,000.00	804.63	2,000.00	1,800.00	-55.00%
100-00-51440-305-000	ADMIN - ELECTION SUPPLIES	Expenses	0.00	0.00	0.00	3,000.00	1,294.36	3,000.00	2,000.00	-33.33%
100-00-51440-310-000	ADMIN - ELECTION MEALS	Expenses	0.00	0.00	0.00	500.00	197.36	500.00	300.00	-40.00%
100-00-51440-315-000	ADMIN - ELECTION LEGAL ADS	Expenses	0.00	0.00	0.00	0.00	0.00		500.00	100.00%
100-00-51510-310-000	ADMIN - AUDIT / ACCOUNTING	Expenses	18,602.00	26,090.00	12,570.00	28,000.00	14,380.00	28,000.00	30,000.00	7.14%
100-00-51530-310-000	ADMIN - ASSESSMENT SERVICES	Expenses	29,160.00	36,866.90	42,614.22	40,000.00	25,059.42	40,000.00	40,000.00	0.00%
100-00-51540-311-000	ADMIN - COMPUTER EQUIPMENT	Expenses	3,910.00	7,594.00	5,269.98	4,000.00	385.94	2,400.00	4,000.00	0.00%
100-00-51540-315-000	ADMIN - WEB SITE	Expenses	850.00	1,020.00	1,058.34	2,500.00	1,095.00	1,095.00	3,000.00	20.00%
100-00-51605-110-000	VILLAGE OPERATION - WAGES	Expenses	10,292.01	26,387.26	32,052.97	0.00	8,076.83	8,076.83	0.00	0.00%
100-00-51605-125-000	VILLAGE OPERATION - HEALTH/LIF	Expenses	0.00	0.00	0.00	0.00	1,074.99	1,074.99	0.00	0.00%
100-00-51605-130-000	VILLAGE OPERATION - WRS	Expenses	0.00	0.00	0.00	0.00	589.92	589.92	0.00	0.00%
100-00-51605-135-000	VILLAGE OPERATION - SOCIAL SEC	Expenses	0.00	0.00	0.00	0.00	543.04	127.03	0.00	0.00%
100-00-51605-140-000	VILLAGE OPERATION - MEDICARE	Expenses	0.00	0.00	0.00	0.00	127.03	209.60	0.00	0.00%
100-00-51605-145-000	VILLAGE OPERATION - MED REIMBU	Expenses	0.00	0.00	0.00	0.00	60.26	60.26	0.00	0.00%
100-00-51610-310-000	ADMIN - EMPLOYEE APPRECIATION	Expenses	0.00	360.00	6,544.22	1,500.00	379.93	1,500.00	1,500.00	0.00%
100-00-51610-320-000	ADMIN - BUILDING MAINTENANCE	Expenses	10,833.16	8,655.71	9,700.84	16,000.00	1,827.07	6,500.00	7,300.00	-54.38%
100-00-51610-325-000	ADMIN - JANITORIAL	Expenses	2,001.18	1,660.05	1,495.72	19,500.00	6,890.49	12,000.00	11,000.00	-43.59%
100-00-51610-330-000	ADMIN - PHONE SYS MAINT	Expenses	328.75	0.00	0.00	3,000.00	434.00	800.00	1,000.00	-66.67%
100-00-51610-331-000	ADMIN - WATER/SEWER	Expenses	1,414.90	1,123.68	1,225.48	3,500.00	435.92	1,500.00	1,600.00	-54.29%
100-00-51610-333-000	ADMIN - ELECTRIC/GAS	Expenses	15,239.53	14,683.74	14,814.02	15,701.00	10,689.73	16,000.00	18,000.00	14.64%
100-00-51610-334-000	ADMIN - COMPUTER SRVS	Expenses	12,704.48	9,474.40	11,598.30	13,752.00	7,467.13	13,752.00	14,000.00	1.80%
100-00-51807-000-000	ADMIN - NW BUSINESS PARK SIGN	Expenses	1,243.69	1,452.11	1,466.65	1,500.00	763.83	1,500.00	1,500.00	0.00%
100-00-51910-000-000	ADMIN - WRITE OFFS	Expenses	28,116.07	0	22,578.43	0.00	0.00	0.00	0.00	0.00%
100-00-51940-350-000	ADMIN - PROP & LIABILITY INSUR	Expenses	48,655.04	49,221.00	48,512.00	47,000.00	33,658.00	47,000.00	50,000.00	6.38%
100-00-51997-000-000	ADMIN - UNEMPLOYMENT COMP	Expenses	0.00	2,227.53	4,801.41	750.00	0.00	0.00	0.00	-100.00%
100-00-51998-000-000	ADMIN - SALES TAX PAID	Expenses	111.16	52.13	97.68	100.00	75.57	100.00	100.00	0.00%
100-00-51999-905-000	ADMIN - BANK SERVICE FEES	Expenses	0.00	0.00	185.00	100.00	161.79	266.79	100.00	0.00%
TOTAL GENERAL GOVERNMENT			631,431.00	753,730.17	710,402.90	713,293.00	477,192.03	768,693.19	748,331.65	4.91%

Budget Worksheet

General Fund Expenses

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-52100-110-000	POLICE - PATROL WAGES	Expenses	1,235,314.87	1,376,253.84	1,444,152.16	1,121,087.00	651,768.81	1,075,418.54	1,232,505.00	9.94%
100-00-52100-125-000	POLICE - HEALTH & LIFE INSURAN	Expenses	0.00	0.00	0.00	279,409.00	154,762.05	255,357.38	279,198.04	-0.08%
100-00-52100-130-000	POLICE - WRS	Expenses	0.00	0.00	0.00	134,524.00	81,137.97	133,877.65	162,937.16	21.12%
100-00-52100-135-000	POLICE - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	69,508.00	39,608.34	65,353.76	76,415.31	9.94%
100-00-52100-140-000	POLICE - MEDICARE	Expenses	0.00	0.00	0.00	16,256.00	9,263.28	15,284.41	17,871.32	9.94%
100-00-52100-145-000	POLICE - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	3,441.12	5,677.85	6,500.00	100.00%
100-00-52100-521-000	FD & PD FUNDRAISER EXPENSE	Expenses	0.00	0.00	10,685.97	0.00	0.00	0.00	0.00	0.00%
100-00-52102-110-000	POLICE ADMIN - ASST WAGES	Expenses	60,234.09	81,637.07	64,148.72	68,014.00	34,433.39	56,815.09	73,894.00	8.65%
100-00-52102-125-000	POLICE ADMIN - HEALTH/LIFE	Expenses	0.00	0.00	0.00	22,660.00	14,730.17	24,304.78	22,534.92	-0.55%
100-00-52102-130-000	POLICE ADMIN - WRS	Expenses	0.00	0.00	0.00	3,113.00	1,981.25	3,269.06	3,113.00	0.00%
100-00-52102-135-000	POLICE ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	4,216.00	1,994.86	3,291.52	4,581.43	8.67%
100-00-52102-140-000	POLICE ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	986.00	466.53	769.77	1,071.46	8.67%
100-00-52102-145-000	POLICE ADMIN - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	289.50	477.68	500.00	100.00%
100-00-52104-110-000	POLICE CROSSING GUARD - WAGES	Expenses	6,504.30	7,286.62	6,371.55	7,210.00	3,625.81	5,982.59	7,427.00	3.01%
100-00-52104-135-000	POLICE CROSSING GUARD -SOC SEC	Expenses	0.00	0.00	0.00	0.00	252.96	417.38	460.47	100.00%
100-00-52104-140-000	POLICE CROSSING GUARD-MEDICARE	Expenses	0.00	0.00	0.00	0.00	59.16	97.61	107.69	100.00%
100-00-52110-310-000	POLICE - ATTORNEY FEES	Expenses	9,825.44	6,104.50	7,584.20	8,000.00	4,186.50	6,907.73	7,500.00	-6.25%
100-00-52110-312-000	POLICE - CRIME PREVENTION	Expenses	1,996.14	1,769.35	2,509.04	1,800.00	1,761.23	2,906.03	1,800.00	0.00%
100-00-52110-314-000	POLICE - UNIFORMS	Expenses	8,016.58	8,482.52	6,029.85	8,000.00	4,342.97	7,165.90	7,500.00	-6.25%
100-00-52110-315-000	POLICE - GUNS / EQUIPMNT	Expenses	6,117.33	13,554.99	15,319.32	9,000.00	10,853.33	17,907.99	9,000.00	0.00%
100-00-52110-317-000	POLICE - COPYING / PRINTING	Expenses	2,012.24	2,222.98	3,164.87	2,000.00	1,996.81	3,294.74	3,200.00	60.00%
100-00-52110-318-000	POLICE - OFFICE SUPPLIES/POSTG	Expenses	1,830.76	2,135.87	4,718.29	2,000.00	2,137.42	3,526.74	2,500.00	25.00%
100-00-52110-320-000	POLICE - ELECTRONICS MAINTENCE	Expenses	3,126.97	2,820.37	2,587.45	3,000.00	3,089.38	5,097.48	3,000.00	0.00%
100-00-52110-321-000	POLICE - RANGE SUPPLIES	Expenses	4,007.29	3,660.25	3,138.84	5,000.00	679.73	1,121.55	5,000.00	0.00%
100-00-52110-322-000	POLICE - INVESTIGATION/OWI TST	Expenses	2,581.66	3,281.64	4,170.91	3,800.00	1,250.26	2,062.93	3,500.00	-7.89%
100-00-52110-323-000	POLICE - SQUAD PURCHASE/SETUP	Expenses	38,425.70	41,062.96	54,514.00	35,716.00	8,262.95	13,633.87	42,152.00	18.02%
100-00-52110-324-000	POLICE - EQUIPMENT MAINTENANCE	Expenses	6,141.16	3,696.43	6,804.61	6,000.00	1,370.17	2,260.78	6,000.00	0.00%
100-00-52110-325-000	POLICE - VEHICLE MAINTENANCE	Expenses	7,899.84	6,825.48	7,520.62	5,000.00	4,681.86	7,725.07	5,000.00	0.00%
100-00-52110-326-000	POLICE - TIRES	Expenses	2,048.00	2,511.44	740.35	3,000.00	0.00	0.00	1,500.00	-50.00%
100-00-52110-327-000	POLICE - FUEL / LUBRICANTS	Expenses	16,247.73	13,115.91	19,781.23	18,000.00	13,486.69	22,253.04	25,000.00	38.89%
100-00-52110-328-000	POLICE - COMPUTER MAINTENANCE	Expenses	20,514.88	20,135.91	21,392.07	25,028.00	13,523.43	22,313.66	28,500.00	13.87%
100-00-52110-329-000	POLICE - HUMANE SOCIETY CONTRA	Expenses	1,729.00	2,280.00	2,128.00	1,900.00	2,582.00	4,260.30	1,396.00	-26.53%
100-00-52110-330-000	POLICE - TIME / AIR CARDS	Expenses	3,817.86	3,767.02	3,495.05	4,200.00	2,295.81	3,788.09	2,800.00	-33.33%
100-00-52110-331-000	POLICE - CELL / TELEPHONES	Expenses	4,462.69	4,442.61	4,703.71	4,930.00	2,687.75	4,434.79	4,248.00	-13.83%
100-00-52110-332-000	POLICE - PROPHOENIX SUPPORT	Expenses	5,601.38	3,958.50	4,156.43	4,365.00	4,364.25	7,201.01	4,583.00	4.99%
100-00-52110-333-000	POLICE - BROADBAND SERVICE	Expenses	969.57	1,179.76	1,129.18	860.00	548.75	905.44	858.00	-0.23%
100-00-52110-336-000	POLICE - UTILITIES	Expenses	0.00	0.00	3,337.06	25,053.00	16,538.17	27,287.98	30,000.00	19.75%
100-00-52110-338-000	POLICE - CLEANING	Expenses	0.00	0.00	0.00	11,000.00	6,170.44	10,181.23	14,200.00	29.09%
100-00-52110-340-000	POLICE - EDUC / TRAVEL / DUES	Expenses	8,909.96	7,356.82	8,287.05	8,333.00	5,831.31	9,621.66	8,500.00	2.00%
100-00-52110-390-000	POLICE - MISCELLANEOUS	Expenses	20.00	0.00	165.50	0.00	0.00	0.00	5,000.00	100.00%
100-00-52110-500-000	POLICE - DONATIONS	Expenses	3,345.56	1,378.78	5,041.85	0.00	5,401.29	8,912.13	0.00	0.00%
100-00-52210-300-000	FIRE - DEPT REVENUE	Expenses	329,676.00	350,403.00	379,083.00	437,249.00	437,249.00	437,249.00	513,572.00	17.46%
100-00-52375-110-000	EMERG GOV - SALARIES/FRINGES	Expenses	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
100-00-52375-130-000	EMERG GOV - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	120.40	132.20	100.00%
100-00-52375-135-000	EMER GOV - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	0.00	0.00	62.00	62.00	100.00%
100-00-52375-140-000	EMER GOV - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	14.50	14.50	100.00%
100-00-52375-111-000	EMERG GOV - EQUIPMENT	Expenses	0.00	903.58	0.00	2,000.00	0.00	0.00	2,000.00	0.00%
100-00-52375-116-000	EMERG GOV - GENERATOR MAINT	Expenses	29.97	0.00	1,000.00	2,000.00	260.47	260.47	2,000.00	0.00%
100-00-52410-110-000	BLDG INSP - WAGES	Expenses	90,643.93	91,591.71	110,092.18	130,062.00	69,723.00	102,640.00	135,595.00	4.25%
100-00-52410-125-000	BLDG INSP - HEALTH/LIFE INSUR	Expenses	0.00	0.00	0.00	9,269.00	5,825.00	7,890.00	9,331.20	0.67%
100-00-52410-130-000	BLDG INSP - WRS	Expenses	0.00	0.00	0.00	4,939.00	3,428.00	4,951.00	5,543.03	12.23%
100-00-52410-135-000	BLDG INSP - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	8,064.00	4,424.00	6,465.00	8,406.90	4.25%
100-00-52410-140-000	BLDG INSP - MEDICARE	Expenses	0.00	0.00	0.00	1,886.00	1,035.00	1,513.00	1,966.13	4.25%
100-00-52410-145-000	BUILD INSP - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	327.00	500.00	500.00	100.00%
100-00-52410-315-000	BLDG INSP - EQUIPMENT / REPAIR	Expenses	1,127.75	224.72	1,000.00	1,000.00	155.34	256.31	1,000.00	0.00%
100-00-52410-320-000	BLDG INSP - FUEL / MILEAGE	Expenses	456.81	184.15	972.37	500.00	379.94	626.90	750.00	50.00%
100-00-52410-325-000	BLDG INSP - OFFICE SUPP/POST	Expenses	443.85	524.4	566.15	500.00	410.85	676.02	900.00	80.00%
100-00-52410-330-000	BLDG INSP - CLOTHING	Expenses	251.09	248	197.77	300.00	0.00	300.00	300.00	0.00%
100-00-52410-335-000	BLDG INSP - CONTRACT INSPECT	Expenses	3,585.54	5,107.70	7,655.83	10,000.00	1,933.64	1,210.51	10,000.00	0.00%
100-00-52410-340-000	BLDG INSP - EDUC/TRAVL/DUES	Expenses	1,484.16	719.08	2,218.09	1,700.00	501.44	629.38	2,000.00	17.65%
100-00-52410-345-000	BLDG INSP - PRINTING	Expenses	0.00	73.50	65.28	250.00	166.96	275.48	1,000.00	300.00%
100-00-52410-350-000	BLDG INSP - WI PERMIT SEALS	Expenses	994.41	994.54	995.31	1,000.00	998.59	1,647.67	1,000.00	0.00%
100-00-52410-355-000	BLDG INSP - ADDRESS/FIRE #	Expenses	654.62	1,137.37	1,199.86	1,200.00	1,511.65	2,494.22	1,200.00	0.00%
100-00-52410-360-000	BLDG INSP - CELL PHONE	Expenses	563.75	563.75	671.25	750.00	336.72	471.22	750.00	0.00%
100-00-52410-400-000	BLDG INSP - COMPUTER EQUIP/SOFTWARE	Expenses	0.00	0.00	738.09	1,000.00	398.77	657.97	2,000.00	100.00%
100-00-52410-410-000	BLDG INSP - COMPUTER /SOFTWARE (INACTIVE)	Expenses	159.00	286.75	1,002.19	1,000.00	0.00	0.00	0.00	-100.00%
TOTAL PUBLIC SAFETY			1,892,082.43	2,073,883.87	2,226,235.25	#####	1,644,923.07	2,413,076.26	2,812,876.76	10.80%

Budget Worksheet
General Fund Expenses

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-51605-110-000	VILLAGE OPERATION - WAGES	Expenses	10,292.01	26,387.26	32,052.97	0.00	8,076.83	9,000.00	0.00	0.00%
100-00-51605-125-000	VILLAGE OPERATION - HEALTH/LIF	Expenses	0.00	0.00	0.00	0.00	1,074.99	1,075.00	0.00	0.00%
100-00-51605-130-000	VILLAGE OPERATION - WRS	Expenses	0.00	0.00	0.00	0.00	589.92	973.37	0.00	0.00%
100-00-51605-135-000	VILLAGE OPERATION - SOCIAL SEC	Expenses	0.00	0.00	0.00	0.00	543.04	896.02	0.00	0.00%
100-00-51605-140-000	VILLAGE OPERATION - MEDICARE	Expenses	0.00	0.00	0.00	0.00	127.03	209.60	0.00	0.00%
100-00-51605-145-000	VILLAGE OPERATION - MED REIMBU	Expenses	0.00	0.00	0.00	0.00	60.26	99.43	0.00	0.00%
100-00-53200-110-000	ENGINEERING - WAGES	Expenses	28,474.85	28,288.39	23,361.72	18,898.00	12,822.66	18,898.00	19,688.00	4.18%
100-00-53200-125-000	ENGINEERING - HEALTH/LIFE	Expenses	0.00	0.00	0.00	4,398.00	3,370.60	5,561.49	4,718.00	7.28%
100-00-53200-130-000	ENGINEERING - WRS	Expenses	0.00	0.00	0.00	1,228.00	873.69	1,441.59	1,338.78	9.02%
100-00-53200-135-000	ENGINEERING - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	1,172.00	749.21	1,236.20	1,220.66	4.15%
100-00-53200-140-000	ENGINEERING - MEDICARE	Expenses	0.00	0.00	0.00	274.00	175.20	289.08	285.48	4.19%
100-00-53200-145-000	ENGINEERING - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	67.48	111.34	0.00	100.00%
100-00-53200-110-005	ENG/DPW ACTION IN JACK - WAGES	Expenses	1,425.64	2,378.08	718.74	1,000.00	0.18	0.30	0.00	-100.00%
100-00-53200-125-005	ENG/DPW ACTION IN JACK -HEALTH	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-53200-130-005	ENG/DPW ACTION IN JACK - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-53200-135-005	ENG/DPW ACTION IN JACK - SS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-53200-140-005	ENG/DPW ACTION IN JACK - MED	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-53200-200-000	ENG-ACTION IN JACKSON EXPENSES	Expenses	0.00	0.00	0.00	0.00	34.13	800.00	1,500.00	100.00%
100-00-53200-300-000	ENGINEERING - CELL/TELEPHONES	Expenses	440.21	376.75	592.06	500.00	217.55	358.96	500.00	0.00%
100-00-53200-305-000	ENGINEERING - POSTAGE	Expenses	41.89	0.00	0.00	100.00	7.54	75.00	100.00	0.00%
100-00-53200-310-000	ENG - MATERIALS/SUPPLIES	Expenses	228.61	858.69	28.00	1,000.00	0.00	500.00	1,000.00	0.00%
100-00-53200-320-000	ENGINEERING - FUEL/LUBRICANTS	Expenses	337.58	725.80	183.96	300.00	139.43	230.06	300.00	0.00%
100-00-53200-335-000	ENGINEERING - UNIFORMS / SHOES	Expenses	-34.50	340.14	0.00	200.00	302.00	302.00	200.00	0.00%
100-00-53200-340-000	ENGINEERING - EDUC/TRAVEL/DUES	Expenses	2,073.50	934.33	898.03	2,500.00	840.00	2,000.00	2,500.00	0.00%
100-00-53200-410-000	ENGINEERING - COMPUTER UPGRADE	Expenses	300.67	196.71	25.28	500.00	89.00	89.00	0.00	-100.00%
100-00-53200-411-000	ENGINEERING - COPIER	Expenses	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-53300-110-000	STREETS ADMIN - WAGES	Expenses	1,488.15	1,302.00	337.17	945.00	102.73	945.00	984.00	4.13%
100-00-53300-125-000	STREETS ADMIN - HEALTH & LIFE	Expenses	0.00	0.00	0.00	237.00	22.39	237.00	236.00	-0.42%
100-00-53300-130-000	STREETS ADMIN - WRS	Expenses	0.00	0.00	0.00	61.00	6.68	61.00	66.91	9.69%
100-00-53300-135-000	STREETS ADMIN - SOCIAL SECURIT	Expenses	0.00	0.00	0.00	59.00	5.72	59.00	61.01	3.41%
100-00-53300-140-000	STREETS ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	14.00	1.34	14.00	14.27	1.93%
100-00-53300-145-000	STREETS ADMIN - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	0.54	0.89	0.00	100.00%
100-00-53302-110-000	STREETS OPERATION - WAGES	Expenses	232,846.16	219,444.61	209,977.40	170,569.00	91,328.22	150,691.56	199,633.00	17.04%
100-00-53302-125-000	STREETS OPERATION - HEALTH	Expenses	0.00	0.00	0.00	50,398.00	31,041.62	51,218.67	61,407.00	21.84%
100-00-53302-130-000	STREETS OPERATION - WRS	Expenses	0.00	0.00	0.00	11,087.00	5,927.66	9,780.64	13,575.04	22.44%
100-00-53302-135-000	STREETS OPERATION - SOC SECURI	Expenses	0.00	0.00	0.00	10,575.00	5,661.42	9,341.34	12,377.25	17.04%
100-00-53302-140-000	STREETS OPERATION - MEDICARE	Expenses	0.00	0.00	0.00	2,473.00	1,324.02	2,184.63	2,894.68	17.05%
100-00-53302-145-000	STREETS OPERATION - MED REIMBU	Expenses	0.00	0.00	0.00	0.00	684.50	1,129.43	2,000.00	100.00%
100-00-53310-310-000	STREETS - MACHINERY / EQUIPMNT	Expenses	33,373.16	30,571.65	31,463.76	30,000.00	11,968.86	30,000.00	30,000.00	0.00%
100-00-53310-311-000	STREETS - FUEL / LUBRICANTS	Expenses	12,693.34	15,540.50	17,265.29	18,000.00	6,523.54	10,763.84	18,000.00	0.00%
100-00-53310-312-000	STREETS - WEED CONTROL / GRASS	Expenses	0.00	950.99	186.99	500.00	370.39	500.00	500.00	0.00%
100-00-53310-313-000	STREETS - STREET SWEEPING	Expenses	10,051.01	15,636.61	14,864.00	15,000.00	4,875.00	15,000.00	18,000.00	20.00%
100-00-53310-314-000	STREETS - SIGNS	Expenses	2,226.38	3,709.02	3,085.16	3,000.00	1,741.49	2,873.46	3,000.00	0.00%
100-00-53310-315-000	STREETS - TOOLS	Expenses	1,628.75	1,630.98	3,398.22	2,500.00	1,057.26	2,500.00	2,500.00	0.00%
100-00-53310-316-000	STREETS - SALT / SAND	Expenses	49,295.84	54,528.22	61,189.68	59,602.00	49,846.13	59,600.00	57,511.00	-3.51%
100-00-53310-317-000	STREETS - ASPHALT PATCHING	Expenses	2,396.56	1,631.05	1,453.00	3,000.00	415.00	2,500.00	3,000.00	0.00%
100-00-53310-318-000	STREETS - CURB/GUTTER/SIDEWALK	Expenses	0.00	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	0.00%
100-00-53310-319-000	STREETS - PAINTING / STRIPING	Expenses	6,541.98	4,350.27	4,525.43	6,000.00	0.00	6,000.00	6,000.00	0.00%
100-00-53310-320-000	STREETS - SNOW / ICE REMOVAL	Expenses	828.70	335.00	530.17	1,000.00	117.98	1,000.00	1,000.00	0.00%
100-00-53310-322-000	STREETS - OPERATING SUPPLIES	Expenses	1,247.04	1,431.73	2,034.18	1,200.00	214.39	1,000.00	1,200.00	0.00%
100-00-53310-323-000	STREETS - STREET REPAIR	Expenses	655.01	4,129.01	16,525.15	15,000.00	-14,671.72	29,000.00	15,000.00	0.00%
100-00-53310-324-000	STREETS - BLDGS / GROUNDS	Expenses	7,815.70	10,205.12	3,061.50	12,000.00	11,488.93	11,500.00	30,000.00	150.00%
100-00-53310-325-000	STREETS - CELL PHONES	Expenses	897.45	845.20	900.00	1,000.00	390.59	1,000.00	1,000.00	0.00%
100-00-53310-326-000	STREETS - UNIFORMS/MED SUPPLY	Expenses	3,906.48	3,025.40	3,061.69	4,200.00	1,600.76	4,000.00	4,000.00	-4.76%
100-00-53310-340-000	STREETS - EDUC / TRAVEL / DUES	Expenses	537.80	1,214.35	592.21	1,500.00	827.02	1,364.58	1,500.00	0.00%
100-00-53310-412-000	STREETS - CRACK FILLING	Expenses	20,000.00	20,000.00	20,000.00	20,000.00	0.00	20,000.00	20,000.00	0.00%
100-00-53310-416-000	STREETS - PORTABLE RADIOS	Expenses	987.65	1,074.39	0.00	3,000.00	0.00	3,000.00	3,000.00	0.00%
100-00-53310-422-000	STREETS - UTILITIES	Expenses	13,835.93	12,631.66	13,463.60	19,000.00	9,797.87	16,166.49	19,000.00	0.00%
100-00-53420-330-000	STREET LIGHTING - ELECTRICITY	Expenses	129,349.68	123,486.70	138,241.74	130,000.00	61,074.94	100,773.65	130,000.00	0.00%
100-00-53420-331-000	STREET LIGHTING - POLES	Expenses	1,743.59	4,358.15	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00%
100-00-53441-310-000	STORM SEWER - CLEANING/REPAIR	Expenses	4,189.63	3,419.64	1,670.25	3,000.00	136.07	3,000.00	3,000.00	0.00%
100-00-53620-110-000	TRASH ADMIN - WAGES	Expenses	1,488.15	1,302.00	1,747.87	945.00	-1,283.31	945.00	984.00	4.13%
100-00-53620-125-000	TRASH ADMIN - HEALTH & LIFE	Expenses	0.00	0.00	0.00	220.00	22.39	220.00	236.00	7.27%
100-00-53620-130-000	TRASH ADMIN - WRS	Expenses	0.00	0.00	0.00	61.00	8.29	61.00	66.91	9.69%
100-00-53620-135-000	TRASH ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	59.00	7.10	59.00	61.01	3.41%
100-00-53620-140-000	TRASH ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	14.00	1.66	14.00	14.27	1.93%
100-00-53620-145-000	TRASH ADMIN - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	0.67	1.11	0.00	100.00%

Budget Worksheet

General Fund Expenses

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-53624-110-000	TRASH CHIPPING/BRUSH - WAGES	Expenses	31,388.12	30,428.61	34,397.72	39,141.00	10,819.54	38,000.00	41,158.00	5.15%
100-00-53624-125-000	TRASH CHIPPING/BRUSH - HEALTH	Expenses	0.00	0.00	0.00	11,521.00	4,353.45	11,000.00	14,234.00	23.55%
100-00-53624-130-000	TRASH CHIPPING/BRUSH - WRS	Expenses	0.00	0.00	0.00	2,544.00	683.57	2,544.00	2,798.74	10.01%
100-00-53624-135-000	TRASH CHIPPING/BRUSH - SOC SEC	Expenses	0.00	0.00	0.00	2,427.00	624.99	2,427.00	2,551.80	5.14%
100-00-53624-140-000	TRASH CHIPPING/BRUSH - MEDICAR	Expenses	0.00	0.00	0.00	568.00	146.17	568.00	596.79	5.07%
100-00-53624-145-000	TRASH CHIPPING/BRUSH - MED REI	Expenses	0.00	0.00	0.00	0.00	86.89	143.37	0.00	100.00%
100-00-53625-315-000	TRASH - CURBSIDE PICKUP	Expenses	254,619.59	215,531.76	199,621.14	252,295.00	91,908.93	234,000.00	241,809.00	-4.16%
100-00-53625-325-000	TRASH - CHIPPING / BRUSH	Expenses	15,528.00	2,251.71	170.00	20,000.00	4,067.27	20,000.00	20,000.00	0.00%
100-00-53635-325-000	RECYCLING - CURBSIDE PICKUP	Expenses	185,570.35	149,594.85	181,213.16	191,788.00	78,924.84	175,000.00	189,861.00	-1.00%
TOTAL PUBLIC WORKS			1,070,710.91	995,047.33	1,022,837.24	###	504,414.53	1,091,334.10	1,223,182.60	5.12%
100-00-55200-110-000	PARKS ADMIN - WAGES	Expenses	1,488.15	1,302.00	337.17	945.00	93.33	945.00	984.00	4.13%
100-00-55200-125-000	PARKS ADMIN - HEALTH & LIFE	Expenses	0.00	0.00	0.00	220.00	22.39	220.00	236.00	7.27%
100-00-55200-130-000	PARKS ADMIN - WRS	Expenses	0.00	0.00	0.00	61.00	11.25	61.00	66.91	9.69%
100-00-55200-135-000	PARKS ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	59.00	9.63	59.00	61.01	3.40%
100-00-55200-140-000	PARKS ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	14.00	2.80	14.00	14.27	1.91%
100-00-55200-145-000	PARKS - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	396.64	397.00	0.00	100.00%
100-00-55202-110-000	PARKS OPERATIONS - WAGES	Expenses	105,983.59	116,633.10	141,102.56	74,571.00	50,329.31	74,000.00	93,598.00	25.52%
100-00-55202-125-000	PARKS OPERATION - HEALTH & LIF	Expenses	0.00	0.00	0.00	22,110.00	13,575.91	22,000.00	26,826.00	21.33%
100-00-55202-130-000	PARKS OPERATIONS - WRS	Expenses	0.00	0.00	0.00	4,847.00	3,093.13	4,800.00	6,364.66	31.31%
100-00-55202-135-000	PARKS OPERATIONS - SOCIAL SECU	Expenses	0.00	0.00	0.00	4,623.00	2,781.92	4,600.00	5,803.08	25.53%
100-00-55202-140-000	PARKS OEPRATIONS - MEDICARE	Expenses	0.00	0.00	0.00	1,081.00	650.58	1,073.46	1,357.17	25.55%
100-00-55202-145-000	PARKS OPERATION - MED REIMBURS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00%
100-00-55210-310-000	PARKS - MACHINERY / EQUIPMENT	Expenses	3,497.73	3,899.94	4,156.59	4,000.00	769.09	4,000.00	4,000.00	0.00%
100-00-55210-311-000	PARKS - BUILDING MAINTENANCE	Expenses	4,545.80	4,818.40	11,216.61	6,000.00	2,979.39	4,915.99	6,000.00	0.00%
100-00-55210-312-000	PARKS - TREES / SHRUBS	Expenses	10,422.16	9,075.95	13,076.96	12,000.00	4,725.00	7,796.25	12,000.00	0.00%
100-00-55210-313-000	PARKS - TOOLS	Expenses	241.61	536.84	287.80	500.00	46.57	500.00	500.00	0.00%
100-00-55210-314-000	PARKS - OPERATING SUPPLIES	Expenses	877.64	477.49	218.98	1,500.00	99.51	1,000.00	1,500.00	0.00%
100-00-55210-315-000	PARKS - TABLES / BENCHES	Expenses	303.02	16.98	879.71	1,000.00	510.27	1,000.00	1,000.00	0.00%
100-00-55210-316-000	PARKS - PAPER/CLEAN PRODUCTS	Expenses	1,601.97	1,073.56	2,397.51	3,500.00	1,490.26	2,458.93	2,500.00	-28.57%
100-00-55210-317-000	PARKS - BALLFIELD MAINTENANCE	Expenses	3,901.59	707.91	2,307.32	3,000.00	2,256.00	3,000.00	3,000.00	0.00%
100-00-55210-319-000	PARKS - PLAY APPARATUS MAINT	Expenses	214.32	100.37	417.12	500.00	16.99	500.00	500.00	0.00%
100-00-55210-330-000	PARKS - TELEPHONE	Expenses	1,431.78	1,731.81	2,235.06	2,200.00	1,084.80	1,789.92	2,000.00	-9.09%
100-00-55210-331-000	PARKS - FUELS / LUBRICANTS	Expenses	3,273.09	1,990.20	4,725.95	4,000.00	2,881.28	3,000.00	4,000.00	0.00%
100-00-55210-332-000	PARKS - ELECTRICITY / GAS	Expenses	9,417.96	7,491.40	10,172.30	13,000.00	8,050.03	10,000.00	13,000.00	0.00%
100-00-55210-333-000	PARKS - WATER / SEWER	Expenses	5,639.17	6,328.00	7,361.74	7,000.00	3,526.72	5,819.09	7,000.00	0.00%
100-00-55210-334-000	PARKS - GROUNDS MAINTENANCE	Expenses	0.00	190.23	167.99	1,500.00	77.93	1,500.00	1,500.00	0.00%
100-00-55210-340-000	PARKS - EDUC / TRAVEL / DUES	Expenses	154.00	125.15	20.00	1,000.00	647.63	1,000.00	1,000.00	0.00%
100-00-55210-422-000	PARKS - SPLASH PAD CHEMICALS	Expenses	3,436.56	3,082.77	2,236.44	3,000.00	2,018.90	3,000.00	3,000.00	0.00%
100-00-55210-433-000	PARKS - PARK PROJECTS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-55210-436-000	PARKS - FERTILIZER/WEED CNTRL	Expenses	6,051.40	7,043.45	6,047.95	7,000.00	1,050.00	1,732.50	5,000.00	-28.57%
100-00-55210-439-000	PARKS - CAPITAL PROJECTS	Expenses	12,390.00	12,178.83	5,442.62	50,000.00	32,161.10	50,000.00	30,000.00	-40.00%
TOTAL CULTURE & RECREATION			174,871.54	178,804.38	214,808.38	229,231.00	135,358.36	211,182.14	232,811.10	1.56%
TOTAL EXPENDITURES			3,769,095.88	4,001,465.75	4,174,283.77	###	2,761,887.99	4,484,285.69	5,017,202.11	8.02%

Budget Worksheet

General Fund Revenues

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-41110-000-000	GENERAL PROPERTY TAXES	Revenues	2,345,236.84	2,493,734.00	2,768,569.42	3,062,728.00	0.00	3,062,728.00	3,493,651.71	14.07%
100-00-41120-000-000	AG VALUE PENALTY REVENUES	Revenues	13,017.11	7,234.78	8,040.00	0.00	0.00	7,181.58	0.00	0.00%
100-00-41140-000-000	MOBILE HOME PARKING FEES	Revenues	92,076.39	87,186.48	89,424.50	95,000.00	67,115.21	95,000.00	95,000.00	0.00%
100-00-41310-000-000	TAXES FROM UTILITIES	Revenues	251,271.00	255,341.00	259,713.00	260,000.00	0.00	260,000.00	260,000.00	0.00%
100-00-41320-000-000	TAXES FROM TAX EXEMPT ENTITIES	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-41490-000-000	INTEREST ON TAXES	Revenues	260.37	48.19	1,957.15	500.00	865.09	900.00	250.00	-50.00%
	TOTAL TAXES		2,701,861.71	2,843,544.45	3,127,704.07	3,418,228.00	67,980.30	3,425,809.58	3,848,901.71	12.60%
100-00-42210-000-000	SHARED TAXES FROM STATE	Revenues	330,848.92	317,450.57	309,746.33	315,322.00	129,595.37	315,322.00	330,664.53	4.87%
100-00-42211-000-000	STATE PERSONAL PROPERTY AID	Revenues	24,586.94	16,743.40	16,743.40	16,743.00	29,672.44	26,672.44	19,975.00	19.30%
100-00-42212-000-000	STATE VIDEO SERVICE AID	Revenues	0	9,748.01	19,431.04	19,431.00	19,431.04	19,431.04	19,431.04	0.00%
100-00-42215-000-000	STATE AIDS-EXEMPT COMPUTER EQ	Revenues	20,689.13	20,689.13	20,689.13	20,689.00	20,689.13	20,689.13	20,689.13	0.00%
100-00-42220-000-000	STATE RECYCLING GRANTS	Revenues	10,553.35	10,552.32	10,590.26	10,590.00	10,563.22	10,563.22	10,500.00	-0.85%
100-00-42620-000-000	STATE AID - IN LIEU OF TAXES	Revenues	473.36	417.69	1,044.70	1,000.00	-155.27	1,000.00	500.00	-50.00%
100-00-42650-000-000	STATE TRANSPORTATION AIDS	Revenues	296,397.66	340,857.31	314,606.16	313,262.00	234,295.77	313,262.00	317,954.93	1.50%
	TOTAL INTERGOVERNMENTAL		683,549.36	716,458.43	692,851.02	697,037.00	444,091.70	706,939.70	719,714.63	3.25%
100-00-43110-000-000	LIQUOR LICENSE	Revenues	3,677.00	3,740.00	3,750.00	3,750.00	3,740.00	3,740.00	3,740.00	-0.27%
100-00-43115-000-000	HOTEL / MOTEL LICENSE	Revenues	300.00	300.00	300.00	300.00	300.00	300.00	300.00	0.00%
100-00-43120-000-000	OPERATORS LICENSE	Revenues	4,994.00	5,419.00	4,511.00	5,000.00	3,613.00	4,000.00	4,000.00	-20.00%
100-00-43160-000-000	CIGARETTE LICENSE	Revenues	250.00	300.00	300.00	300.00	300.00	300.00	300.00	0.00%
100-00-43210-000-000	VIDEO FRANCHISE FEES	Revenues	96,847.41	87,933.04	93,238.85	90,000.00	21,410.05	80,000.00	80,000.00	-11.11%
100-00-43320-000-000	DOG LICENSE	Revenues	8,907.00	7,173.75	7,733.00	6,000.00	4,874.00	5,000.00	5,000.00	-16.67%
100-00-43330-000-000	CAT LICENSE	Revenues	735.00	566.00	621.00	500.00	472.00	500.00	500.00	0.00%
100-00-43500-000-000	GENERAL - OTHER LICENSES	Revenues	1,850.00	2,074.00	1,770.00	1,000.00	1,461.00	1,550.00	1,250.00	25.00%
100-00-43550-000-000	PUBLICATION FEES	Revenues	151.27	180.00	177.85	250.00	172.57	200.00	170.00	-32.00%
100-00-43510-000-000	BLDG INSP - PERMITS	Revenues	189,388.32	207,439.43	264,118.34	160,000.00	124,907.00	250,000.00	160,000.00	0.00%
100-00-43512-000-000	BLDG INSP - WI INSPECT SEALS	Revenues	170.00	675.00	2,610.00	1,500.00	270.00	810.00	1,500.00	0.00%
100-00-43520-000-000	BLDG INSP - ADDRESS/FIRE #	Revenues	860.81	1,754.00	3,317.00	1,750.00	665.00	1,960.00	1,750.00	0.00%
100-00-43540-000-000	BLDG INSP - EROSION PERMITS	Revenues	3,350.00	9,043.00	12,020.00	4,000.00	6,563.00	8,000.00	5,000.00	25.00%
	TOTAL LICENSES & PERMITS		311,480.81	326,597.22	394,467.04	274,350.00	168,747.62	356,360.00	263,510.00	-3.95%
100-00-42540-000-000	POLICE - STATE / FEDERAL AIDS				11,583.88	4,500.00	1,352.99	2,232.43	4,500.00	0.00%
100-00-44100-000-000	POLICE - COURT PENALTIES	Revenues	50,512.52	26,326.47	34,972.00	60,000.00	28,504.35	47,032.18	52,000.00	-13.33%
100-00-44150-000-000	POLICE - SALE OF VEHICLES	Revenues	0.00	6,652.00	6,335.00	1,000.00	0.00	0.00	0.00	-100.00%
100-00-44151-000-000	POLICE - SALE OF PROPERTY	Revenues	0.00	0.00	469.01	500.00	0.00	0.00	500.00	0.00%
100-00-44152-000-000	POLICE - ACCIDENT REPORTS	Revenues	327.52	331.6	374.50	500.00	142.00	234.30	500.00	0.00%
100-00-44153-000-000	POLICE - OWI TESTS/FINGERPRINT	Revenues	1,354.60	1,770.40	2,022.08	2,000.00	1,478.54	2,439.59	2,500.00	25.00%
100-00-44200-000-000	POLICE - PARKING FINES	Revenues	3,530.00	2,481.00	903.07	4,500.00	1,406.00	2,319.90	4,500.00	0.00%
100-00-44600-000-000	POLICE - DONATIONS	Revenues	3,316.12	1,375.00	5,089.73	0.00	9,350.00	15,427.50	0.00	0.00%
100-00-44700-000-000	POLICE - WARRANT FEES	Revenues	848.86	27.53	132.48	500.00	427.52	705.41	500.00	0.00%
100-00-44900-000-000	POLICE -FALSE ALARM REVENUE	Revenues	103.02	0.00	0.00	100.00	0.00	0.00	0.00	-100.00%
100-00-44940-000-000	FD & PD FUNDRAISER	Revenues	0.00	0.00	11,387.75	0.00	9,459.00	15,607.35	0.00	0.00%
	TOTAL FINES & FORFEITURES		59,992.64	38,964.00	73,269.50	73,600.00	52,120.40	85,998.66	65,000.00	-11.68%
100-00-45105-000-000	PROFESSIONAL SERVICES REIMBURS	Revenues	0.00	0.00	0.00	5,000.00	21,310.58	40,000.00	0.00	-100.00%
100-00-45110-000-000	GENERAL - ADMIN FEES	Revenues	13,275.60	10,094.25	13,531.08	9,000.00	7,855.25	9,000.00	9,000.00	0.00%
100-00-45410-000-000	PUBLIC WORKS REVENUE	Revenues	8.00	5,694.00	9,770.00	100.00	275.56	454.67	100.00	0.00%
100-00-45430-000-000	RECYCLING REVENUE	Revenues	236.76	567.12	1,654.04	0.00	250.68	1,000.00	0.00	0.00%
100-00-45720-000-000	STREET OPENING PERMITS	Revenues	225.00	225.00	11,110.00	1,000.00	300.00	495.00	1,000.00	0.00%
100-00-45730-000-000	PLANNING / ZONING FEES	Revenues	3,675.00	3,675.00	5,330.00	3,500.00	4,230.00	6,979.50	3,500.00	0.00%
100-00-45790-000-000	NSF CHARGES	Revenues	50.00	0.00	0.00	120.00	40.00	120.00	40.00	-66.67%
	TOTAL PUBLIC CHARGES FOR SERVICES		17,470.36	20,255.37	41,395.12	18,720.00	34,262.07	58,049.17	13,640.00	-27.14%
100-00-46850-000-000	AURORA HEALTH CARE PAYMENT	Revenues	38,789.19	39,509.63	40,388.53	39,000.00	33,857.97	33,857.97	31,000.00	-20.51%
	TOTAL INTERGOV CHGS FOR SERVICES		38,789.19	39,509.63	40,388.53	39,000.00	33,857.97	33,857.97	31,000.00	-20.51%
100-00-48110-000-000	INTEREST ON TEMP INVESTMENTS	Revenues	24,898.64	18,086.39	7,164.17	7,200.00	3,827.04	5,500.00	6,000.00	-16.67%
100-00-48400-000-000	INSURANCE DIVIDENDS	Revenues	33,662.00	27,987.00	32,835.00	9,490.00	9,490.00	9,490.00	9,406.00	-0.89%
100-00-48601-000-000	VERIZON LEASE	Revenues	26,622.72	26,622.72	26,622.72	29,295.00	29,284.99	29,284.99	29,284.99	-0.03%
100-00-48602-000-000	U.S. CELLULAR LEASE	Revenues	28,731.07	30,744.77	30,744.77	33,744.00	30,744.77	30,744.77	30,744.77	-8.89%
100-00-48610-000-000	SALE OF VILLAGE PROPERTY	Revenues	0.00	0.00	0.00	0.00	481,400.00	481,400.00	0.00	0.00%
	MISCELLANEOUS REVENUE		113,914.43	103,440.88	97,366.66	79,729.00	554,746.80	556,419.76	75,435.76	-5.38%
100-00-49990-000-000	GENERAL - MISC REVENUE	Revenues	4,098.68	1,616.59	1,538.35	1,000.00	51.00	51.00	0.00	-100.00%
	OTHER REVENUE		4,098.68	1,616.59	1,538.35	1,000.00	51.00	51.00	0.00	-100.00%
	TOTAL REVENUES		3,931,157.18	4,090,386.57	4,468,980.29	4,601,664.00	1,355,857.86	5,223,485.84	5,017,202.10	9.03%

Budget Worksheet
Admin

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-41110-000-000	GENERAL PROPERTY TAXES	Revenues	2,345,236.84	2,493,734.00	2,768,569.42	3,062,728.00	0.00	3,062,728.00	3,493,651.71	14.07%
100-00-41120-000-000	AG VALUE PENALTY REVENUES		0.00	0.00	8,040.00	0.00	0.00	0.00	0.00	0.00%
100-00-41140-000-000	MOBILE HOME PARKING FEES	Revenues	92,076.39	87,186.48	89,424.50	95,000.00	67,115.21	95,000.00	95,000.00	0.00%
100-00-41310-000-000	TAXES FROM UTILITIES	Revenues	251,271.00	255,341.00	259,713.00	260,000.00	0.00	260,000.00	260,000.00	0.00%
100-00-41490-000-000	INTEREST ON TAXES	Revenues	260.37	48.19	1,957.15	500.00	865.09	900.00	250.00	-50.00%
	TOTAL TAXES		2,688,844.60	2,836,309.67	3,127,704.07	3,418,228.00	67,980.30	3,418,628.00	3,848,901.71	12.60%
100-00-42210-000-000	SHARED TAXES FROM STATE	Revenues	330,848.92	317,450.57	309,746.33	315,322.00	129,595.37	316,028.00	330,664.53	4.87%
100-00-42211-000-000	STATE PERSONAL PROPERTY AID	Revenues	24,586.94	16,743.40	16,743.40	16,743.00	29,672.44	29,672.44	19,975.00	19.30%
100-00-42212-000-000	STATE VIDEO SERVICE AID	Revenues	0.00	9,748.01	19,431.04	19,431.00	19,431.04	19,431.04	19,431.04	0.00%
100-00-42215-000-000	STATE AIDS-EXEMPT COMPUTER	Revenues	20,689.13	20,689.13	20,689.13	20,689.00	20,689.13	20,689.13	20,689.13	0.00%
100-00-42220-000-000	STATE RECYCLING GRANTS	Revenues	10,553.35	10,552.32	10,590.26	10,590.00	10,563.22	10,563.22	10,500.00	-0.85%
100-00-42620-000-000	STATE AID - IN LIEU OF TAXES	Revenues	473.36	417.69	1,044.70	1,000.00	-155.27	0.00	500.00	-50.00%
100-00-42650-000-000	STATE TRANSPORTATION AIDS	Revenues	296,397.66	340,857.31	314,606.16	313,262.00	234,295.77	313,262.00	317,954.93	1.50%
	TOTAL INTERGOVERNMENTAL		683,549.36	716,458.43	692,851.02	697,037.00	444,091.70	709,645.83	719,714.63	3.25%
100-00-43110-000-000	LIQUOR LICENSE	Revenues	3,677.00	3,740.00	3,750.00	3,750.00	3,740.00	3,740.00	3,740.00	-0.27%
100-00-43115-000-000	HOTEL / MOTEL LICENSE	Revenues	300.00	300.00	300.00	300.00	300.00	300.00	300.00	0.00%
100-00-43120-000-000	OPERATORS LICENSE	Revenues	4,994.00	5,419.00	4,511.00	5,000.00	3,613.00	4,000.00	4,000.00	-20.00%
100-00-43160-000-000	CIGARETTE LICENSE	Revenues	250.00	300.00	300.00	300.00	300.00	300.00	300.00	0.00%
100-00-43210-000-000	VIDEO FRANCHISE FEES	Revenues	96,847.41	87,933.04	93,238.85	90,000.00	21,410.05	80,000.00	80,000.00	-11.11%
100-00-43320-000-000	DOG LICENSE	Revenues	8,907.00	7,173.75	7,733.00	6,000.00	4,874.00	5,000.00	5,000.00	-16.67%
100-00-43330-000-000	CAT LICENSE	Revenues	735.00	566.00	621.00	500.00	472.00	500.00	500.00	0.00%
100-00-43500-000-000	GENERAL - OTHER LICENSES	Revenues	1,850.00	2,074.00	1,770.00	1,000.00	1,461.00	1,550.00	1,250.00	25.00%
100-00-43550-000-000	PUBLICATION FEES	Revenues	151.27	180.00	177.85	250.00	172.57	200.00	170.00	-32.00%
	TOTAL LICENSES & PERMITS		117,711.68	107,685.79	112,401.70	107,100.00	36,342.62	95,590.00	95,260.00	-11.06%
100-00-45105-000-000	PROFESSIONAL SERVICES REIMBURS	Revenues	0.00	0.00	0.00	5,000.00	21,310.58	26,019.00	0.00	-100.00%
100-00-45110-000-000	GENERAL - ADMIN FEES	Revenues	13,275.60	10,094.25	13,531.08	9,000.00	7,855.25	9,000.00	9,000.00	0.00%
100-00-45790-000-000	NSF CHARGES	Revenues	50.00	0.00	0.00	120.00	40.00	40.00	40.00	-66.67%
	TOTAL PUBLIC CHARGES FOR SERVICES		13,325.60	10,094.25	13,531.08	14,120.00	29,205.83	35,059.00	9,040.00	-35.98%
100-00-46850-000-000	AURORA HEALTH CARE PAYMENT	Revenues	38,789.19	39,509.63	40,388.53	39,000.00	33,857.97	33,857.97	31,000.00	-20.51%
	TOTAL INTERGOV CHGS FOR SERVICES		38,789.19	39,509.63	40,388.53	39,000.00	33,857.97	33,857.97	31,000.00	-20.51%
100-00-48110-000-000	INTEREST ON TEMP INVESTMENTS	Revenues	24,898.64	18,086.39	7,164.17	7,200.00	3,827.04	5,500.00	6,000.00	-16.67%
100-00-48400-000-000	INSURANCE DIVIDENDS	Revenues	33,662.00	27,987.00	32,835.00	9,490.00	9,490.00	9,490.00	9,406.00	-0.89%
100-00-48601-000-000	VERIZON LEASE	Revenues	26,622.72	26,622.72	26,622.72	29,295.00	29,284.99	29,284.99	29,284.99	-0.03%
100-00-48602-000-000	U.S. CELLULAR LEASE	Revenues	28,731.07	30,744.77	30,744.77	33,744.00	30,744.77	30,744.77	30,744.77	-8.89%
100-00-48610-000-000	SALE OF VILLAGE PROPERTY	Revenues	0.00	0.00	0.00	0.00	481,400.00	481,400.00	0.00	0.00%
	MISCELLANEOUS REVENUE		113,914.43	103,440.88	97,366.66	79,729.00	554,746.80	556,419.76	75,435.76	-5.38%
100-00-49990-000-000	GENERAL - MISC REVENUE	Revenues	4,098.68	1,616.59	1,538.35	1,000.00	51.00	51.00	0.00	-100.00%
	OTHER REVENUE		4,098.68	1,616.59	1,538.35	1,000.00	51.00	51.00	0.00	-100.00%
	TOTAL REVENUES		3,660,233.54	3,815,115.24	4,085,781.41	4,356,214.00	1,166,276.22	4,849,251.56	4,779,352.10	9.71%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-51100-110-000	VILLAGE BOARD - WAGES	Expenses	28,222.03	31,007.33	27,204.64	28,000.00	11,335.56	28,000.00	28,000.00	0.00%
100-00-51100-130-000	VILLAGE BOARD - WRS	Expenses	0.00	0.00	0.00	0.00	445.35	500.00	500.00	100.00%
100-00-51100-135-000	VILLAGE BOARD - SOC SEC	Expenses	0.00	0.00	0.00	0.00	1,736.93	1,736.00	1,736.00	100.00%
100-00-51100-140-000	VILLAGE BOARD - MEDICARE	Expenses	0.00	0.00	0.00	0.00	406.34	406.00	406.00	100.00%
100-00-51100-111-000	APPOINTED COMMITTEE - WAGES	Expenses	1,667.94	1,259.60	500.61	1,750.00	1,560.00	1,750.00	1,750.00	100.00%
100-00-51100-130-111	APPOINTED COMMITTEE - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100-00-51100-135-111	APPOINTED COMMITTEE - SOC SEC	Expenses	0.00	0.00	0.00	0.00	0.00	108.50	108.50	100.00%
100-00-51100-140-111	APPOINTED COMMITTEE - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	25.38	25.38	100.00%
100-00-51100-310-000	VILLAGE BOARD-OFFICE EXPENSES	Expenses	153.58	455.11	162.30	100.00	111.77	200.00	200.00	100.00%
100-00-51100-340-000	VILLAGE BOARD-EDUC/TRAVEL/DUES	Expenses	756.72	524.97	666.81	550.00	272.68	550.00	1,320.00	140.00%
100-00-51100-390-000	VILLAGE - MISCELLANEOUS	Expenses	0.00	12,231.08	190.41	200.00	7.00	11.55	0.00	-100.00%
100-00-51300-310-000	ADMIN - PROFESSIONAL SERVICES	Expenses	52,590.25	55,896.79	48,540.28	55,000.00	92,950.35	130,000.00	62,000.00	12.73%
100-00-51320-000-000	ADMIN - DOG LICENSE	Expenses	2,021.00	1,970.00	2,156.00	2,000.00	0.00	2,000.00	2,200.00	10.00%
100-00-51330-000-000	ADMIN - CAT LICENSE	Expenses	56.90	61.50	69.00	75.00	0.00	82.00	100.00	33.33%
100-00-51410-110-000	ADMIN - WAGES	Expenses	325,158.82	409,352.55	373,166.18	284,594.00	164,827.96	284,594.00	309,635.99	8.80%
100-00-51410-125-000	ADMIN - HEALTH & LIFE INSURANCE	Expenses	0.00	0.00	0.00	46,800.00	33,965.61	46,800.00	50,315.52	7.51%
100-00-51410-130-000	ADMIN - WRS	Expenses	0.00	0.00	0.00	18,499.00	10,618.35	18,499.00	19,764.61	6.84%
100-00-51410-135-000	ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	17,645.00	10,248.31	17,645.00	19,197.43	8.80%
100-00-51410-140-000	ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	4,127.00	2,396.74	4,127.00	4,489.72	8.79%
100-00-51410-145-000	ADMIN - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	1,153.80	2,000.00	2,000.00	100.00%
100-00-51410-315-000	ADMIN - OFFICE SUPPLIES	Expenses	2,846.73	1,767.83	3,145.34	1,250.00	960.22	1,500.00	2,000.00	60.00%
100-00-51410-325-000	ADMIN - PRINTING / PUBLISHING	Expenses	3,189.38	2,436.19	1,721.81	3,200.00	5,014.72	8,200.00	7,500.00	134.38%
100-00-51410-330-000	ADMIN - TELEPHONE / INTERNET	Expenses	2,482.91	2,540.58	3,035.37	3,000.00	2,212.26	3,000.00	2,500.00	-16.67%
100-00-51410-335-000	ADMIN - POSTAGE	Expenses	4,569.55	7,703.88	4,968.78	2,300.00	1,311.00	1,800.00	2,000.00	-13.04%
100-00-51410-340-000	ADMIN - EDUC/TRAVEL/DUES	Expenses	6,758.90	5,691.34	6,081.01	10,000.00	8,197.83	10,000.00	12,000.00	20.00%

Budget Worksheet

Admin

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-51410-350-000	ADMIN - TASC	Expenses	1,444.50	2,258.50	3,831.35	2,600.00	1,229.50	2,000.00	2,000.00	-23.08%
100-00-51410-400-000	ADMIN - COPIER/SHREDDER	Expenses	3,368.15	3,086.44	3,541.09	3,200.00	2,010.14	2,800.00	2,800.00	-12.50%
100-00-51410-402-000	ADMIN - COMPUTER SOFTWARE	Expenses	5,685.12	3,450.00	6,050.52	6,000.00	3,726.86	6,000.00	20,650.00	244.17%
100-00-51440-110-000	ADMIN - ELECTION - WAGES	Expenses	6,996.55	25,167.97	8,786.14	18,000.00	3,690.01	6,000.00	5,000.00	-72.22%
100-00-51440-130-000	ADMIN - ELECTION - WRS	Expenses	0.00	0.00	0.00	0.00	49.65	100.00	50.00	100.00%
100-00-51440-135-000	ADMIN - ELECTION- SOC SECURITY	Expenses	0.00	0.00	0.00	0.00	227.56	372.00	310.00	100.00%
100-00-51440-140-000	ADMIN - ELECTION - MEDICARE	Expenses	0.00	0.00	0.00	0.00	53.29	87.00	72.50	100.00%
100-00-51440-301-000	ADMIN - ELECTION POSTAGE	Expenses	0.00	0.00	0.00	4,000.00	804.63	2000.00	1800.00	-55.00%
100-00-51440-305-000	ADMIN - ELECTION SUPPLIES	Expenses	0.00	0.00	0.00	3,000.00	1,294.36	3,000.00	2,000.00	-33.33%
100-00-51440-310-000	ADMIN - ELECTION MEALS	Expenses	0.00	0.00	0.00	500.00	197.36	500.00	300.00	-40.00%
100-00-51440-315-000	ADMIN - ELECTION LEGAL ADS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	500.00	100.00%
100-00-51510-310-000	ADMIN - AUDIT / ACCOUNTING	Expenses	18,602.00	26,090.00	12,570.00	28,000.00	14,380.00	28,000.00	30,000.00	7.14%
100-00-51530-310-000	ADMIN - ASSESSMENT SERVICES	Expenses	29,160.00	36,866.90	42,614.22	40,000.00	25,059.42	40,000.00	40,000.00	0.00%
100-00-51540-311-000	ADMIN - COMPUTER EQUIPMENT	Expenses	3,910.00	7,594.00	5,269.98	4,000.00	385.94	2,400.00	4,000.00	0.00%
100-00-51540-315-000	ADMIN - WEB SITE	Expenses	850.00	1,020.00	1,058.34	2,500.00	1,095.00	1,095.00	3,000.00	20.00%
100-00-51605-110-000	VILLAGE OPERATION - WAGES	Expenses	10,292.01	26,387.26	0.00	0.00	8,076.83	8,076.83	0.00	0.00%
100-00-51605-125-000	VILLAGE OPERATION - HEALTH/LIF	Expenses	0.00	0.00	0.00	0.00	1,074.99	1,074.99	0.00	0.00%
100-00-51605-130-000	VILLAGE OPERATION - WRS	Expenses	0.00	0.00	0.00	0.00	589.92	589.92	0.00	0.00%
100-00-51605-135-000	VILLAGE OPERATION - SOCIAL SEC	Expenses	0.00	0.00	0.00	0.00	543.04	543.04	0.00	0.00%
100-00-51605-140-000	VILLAGE OPERATION - MEDICARE	Expenses	0.00	0.00	0.00	0.00	127.03	127.03	0.00	0.00%
100-00-51605-145-000	VILLAGE OPERATION - MED REIMBU	Expenses	0.00	0.00	0.00	0.00	60.26	60.26	0.00	0.00%
100-00-51610-310-000	ADMIN - EMPLOYEE APPRECIATION	Expenses	0.00	360.00	6,544.22	1,500.00	379.93	1,500.00	1,500.00	0.00%
100-00-51610-320-000	ADMIN - BUILDING MAINTENANCE	Expenses	10,833.16	8,655.71	9,700.84	16,000.00	1,827.07	6,500.00	7,300.00	-54.38%
100-00-51610-325-000	ADMIN - JANITORIAL	Expenses	2,001.18	1,660.05	1,495.72	19,500.00	6,890.49	12,000.00	11,000.00	-43.59%
100-00-51610-330-000	ADMIN - PHONE SYS MAINT	Expenses	328.75	0.00	0.00	3,000.00	434.00	800.00	1,000.00	-66.67%
100-00-51610-331-000	ADMIN - WATER/SEWER	Expenses	1,414.90	1,123.68	1,225.48	3,500.00	435.92	1,500.00	1,600.00	-54.29%
100-00-51610-333-000	ADMIN - ELECTRIC/GAS	Expenses	15,239.53	14,683.74	14,814.02	15,701.00	10,689.73	16,000.00	18,000.00	14.64%
100-00-51610-334-000	ADMIN - COMPUTER SRVS	Expenses	12,704.48	9,474.40	11,598.30	13,752.00	7,467.13	13,752.00	14,000.00	1.80%
100-00-51807-000-000	ADMIN - NW BUSINESS PARK SIGN	Expenses	1,243.69	1,452.11	1,466.65	1,500.00	763.83	1,500.00	1,500.00	0.00%
100-00-51910-000-000	ADMIN - WRITE-OFFS	Expenses	28,116.07	0.00	22,578.43	0.00	0.00	0.00	0.00	0.00%
100-00-51940-350-000	ADMIN - PROP & LIABILITY INSUR	Expenses	48,655.04	49,221.00	48,512.00	47,000.00	33,658.00	51,986.00	50,000.00	6.38%
100-00-51997-000-000	ADMIN - UNEMPLOYMENT COMP	Expenses	0.00	2,227.53	4,801.41	750.00	0.00	0.00	0.00	-100.00%
100-00-51998-000-000	ADMIN - SALES TAX PAID	Expenses	111.16	52.13	97.68	100.00	75.57	100.00	100.00	0.00%
100-00-51999-905-000	ADMIN - BANK SERVICE FEES	Expenses	0.00	0.00	185.00	100.00	161.79	266.79	100.00	0.00%
TOTAL EXPENDITURES			631,431.00	753,730.17	678,349.93	713,293.00	477,192.03	774,265.29	748,331.65	4.91%

Budget Worksheet

Building Inspection

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/31/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-43510-000-000	BLDG INSP - PERMITS	Revenues	189,388.32	207,439.43	264,118.34	160,000.00	124,907.00	250,000.00	160,000.00	0%
100-00-43512-000-000	BLDG INSP - WI INSPECT SEALS	Revenues	170	675	2,610.00	1,500.00	270.00	810.00	1,500.00	0%
100-00-43520-000-000	BLDG INSP - ADDRESS/FIRE #	Revenues	860.81	1,754.00	3,317.00	1,750.00	665.00	1,960.00	1,750.00	0%
100-00-43540-000-000	BLDG INSP - EROSION PERMITS	Revenues	3,350.00	9,043.00	12,020.00	4,000.00	6,563.00	8,000.00	5,000.00	25%
TOTAL REVENUES			193,769.13	218,911.43	282,065.34	167,250.00	132,405.00	260,770.00	168,250.00	1%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/31/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-52410-110-000	BLDG INSP - WAGES	Expenses	90,643.93	91,591.71	110,092.18	130,062.00	69,723.00	102,640.00	135,595.20	4%
100-00-52410-125-000	BLDG INSP - HEALTH/LIFE INSUR	Expenses	0	0	0.00	9,269.00	5,825.00	7,890.00	9,331.20	1%
100-00-52410-130-000	BLDG INSP - WRS	Expenses	0	0	0.00	4,939.00	3,428.00	4,951.00	5,543.03	12%
100-00-52410-135-000	BLDG INSP - SOCIAL SECURITY	Expenses	0	0	0.00	8,064.00	4,424.00	6,465.00	8,406.90	4%
100-00-52410-140-000	BLDG INSP - MEDICARE	Expenses	0	0	0.00	1,886.00	1,035.00	1,513.00	1,966.13	4%
100-00-52410-145-000	BUILD INSP - MEDICAL REIMBURSE	Expenses	0	0	0.00	\$0.00	327.00	500.00	500.00	100%
100-00-52410-315-000	BLDG INSP - EQUIPMENT MAINTENANCE	Expenses	1,127.75	224.72	1,000.00	1,000.00	155.34	256.31	1,000.00	0%
100-00-52410-320-000	BLDG INSP - FUEL / MILEAGE	Expenses	456.81	184.15	972.37	500.00	379.94	626.90	750.00	50%
100-00-52410-325-000	BLDG INSP - OFFICE SUPP/POST	Expenses	443.85	524.4	566.15	500.00	410.85	676.02	900.00	80%
100-00-52410-330-000	BLDG INSP - CLOTHING	Expenses	251.09	248	197.77	300.00	-	300.00	300.00	0%
100-00-52410-335-000	BLDG INSP - CONTRACT INSPECT	Expenses	3,585.54	5,107.70	7,655.83	10,000.00	1,933.64	1,210.51	10,000.00	0%
100-00-52410-340-000	BLDG INSP - EDUC/TRAVL/DUES	Expenses	1,484.16	719.08	2,218.09	1,700.00	501.44	629.38	2,000.00	18%
100-00-52410-345-000	BLDG INSP - PRINTING/PUBLICATIONS	Expenses	0	73.5	65.28	250.00	166.96	275.48	1,000.00	300%
100-00-52410-350-000	BLDG INSP - WI PERMIT SEALS	Expenses	994.41	994.54	995.31	1,000.00	998.59	1,647.67	1,000.00	0%
100-00-52410-355-000	BLDG INSP - ADDRESS/FIRE #	Expenses	654.62	1,137.37	1,199.86	1,200.00	1,511.65	2,494.22	1,200.00	0%
100-00-52410-360-000	BLDG INSP - CELL PHONE	Expenses	874.3	563.75	671.25	750.00	336.72	471.22	750.00	0%
100-00-52410-400-000	BLDG INSP - COMPUTER EQUIP/SOFTWARE	Expenses	0	0	738.09	1,000.00	398.77	657.97	2,000.00	100%
100-00-52410-410-000	BLDG INSP - COMPUTER /SOFTWARE	Expenses	159	286.75	1,002.19	1,000.00	-	-	-	-100%
TOTAL EXPENDITURES			100,675.46	101,655.67	127,374.37	173,420.00	91,555.90	133,204.68	182,242.46	5%

Budget Worksheet

DPW

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-45410-000-000	PUBLIC WORKS REVENUE	Revenues	8	5,694.00	9,770.00	100.00	275.56	454.67	100.00	0%
100-00-45430-000-000	RECYCLING REVENUE	Revenues	236.76	567.12	1,654.04	0.00	250.68	413.62	0.00	0%
100-00-45720-000-000	STREET OPENING PERMITS	Revenues	225	225	11,110.00	1,000.00	300.00	495.00	1,000.00	0%
100-00-45730-000-000	PLANNING / ZONING FEES	Revenues	3,675.00	3,675.00	5,330.00	3,500.00	4,230.00	6,979.50	3,500.00	0%
TOTAL REVENUES			4,144.76	10,161.12	27,864.04	4,600.00	5,056.24	8,342.79	4,600.00	0%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-51605-110-000	VILLAGE OPERATION - WAGES	Expenses	10,292.01	26,387.26	32,052.97	0.00	8,076.83	8,076.83	0.00	0%
100-00-51605-125-000	VILLAGE OPERATION - HEALTH/LIF	Expenses	0	0	0.00	0.00	1,074.99	1,074.99	0.00	0%
100-00-51605-130-000	VILLAGE OPERATION - WRS	Expenses	0	0	0.00	0.00	589.92	589.92	0.00	0%
100-00-51605-135-000	VILLAGE OPERATION - SOCIAL SEC	Expenses	0	0	0.00	0.00	543.04	543.04	0.00	0%
100-00-51605-140-000	VILLAGE OPERATION - MEDICARE	Expenses	0	0	0.00	0.00	127.03	127.03	0.00	0%
100-00-51605-145-000	VILLAGE OPERATION - MED REIMBU	Expenses	0	0	0.00	0.00	60.26	60.26	0.00	0%
100-00-53200-110-000	ENGINEERING - WAGES	Expenses	28,474.85	28,288.39	23,361.72	18,898.00	12,822.66	21,157.39	19,688.00	4%
100-00-53200-125-000	ENGINEERING - HEALTH/LIFE	Expenses	0	0	0.00	4,398.00	3,370.60	5,561.49	4,718.00	7%
100-00-53200-130-000	ENGINEERING - WRS	Expenses	0	0	0.00	1,228.00	873.69	1,441.59	1,338.78	9%
100-00-53200-135-000	ENGINEERING - SOCIAL SECURITY	Expenses	0	0	0.00	1,172.00	749.21	1,236.20	1,220.66	4%
100-00-53200-140-000	ENGINEERING - MEDICARE	Expenses	0	0	0.00	274.00	175.20	289.08	285.48	4%
100-00-53200-145-000	ENGINEERING - MED REIMBURSE	Expenses	0	0	0.00	0.00	67.48	111.34	0.00	0%
100-00-53200-110-005	ENG/DPW ACTION IN JACK - WAGES	Expenses	1,425.64	2,378.08	718.74	1,000.00	0.18	0.30	0.00	-100%
100-00-53200-125-005	ENG/DPW ACTION IN JACK -HEALTH	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-53200-130-005	ENG/DPW ACTION IN JACK - WRS	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-53200-135-005	ENG/DPW ACTION IN JACK - SS	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-53200-140-005	ENG/DPW ACTION IN JACK - MED	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-53200-200-000	ENG-ACTION IN JACKSON EXPENSES	Expenses	0	0	0.00	0.00	34.13	56.31	1,500.00	0%
100-00-53200-300-000	ENGINEERING - CELL/TELEPHONES	Expenses	440.21	376.75	592.06	500.00	217.55	358.96	500.00	0%
100-00-53200-305-000	ENGINEERING - POSTAGE	Expenses	41.89	0	0.00	100.00	7.54	12.44	100.00	0%
100-00-53200-310-000	ENG - MATERIALS/SUPPLIES	Expenses	228.61	858.69	28.00	1,000.00	0.00	0.00	1,000.00	0%
100-00-53200-320-000	ENGINEERING - FUEL/LUBRICANTS	Expenses	337.58	725.8	183.96	300.00	139.43	230.06	300.00	0%
100-00-53200-335-000	ENGINEERING - UNIFORMS / SHOES	Expenses	-34.5	340.14	0.00	200.00	302.00	498.30	200.00	0%
100-00-53200-340-000	ENGINEERING - EDUC/TRAVEL/DUES	Expenses	2,073.50	934.33	898.03	2,500.00	840.00	1,386.00	2,500.00	0%
100-00-53200-410-000	ENGINEERING - COMPUTER UPGRADE	Expenses	300.67	196.71	25.28	500.00	89.00	146.85	0.00	-100%
100-00-53200-411-000	ENGINEERING - COPIER	Expenses	0.25	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-53300-110-000	STREETS ADMIN - WAGES	Expenses	1,488.15	1,302.00	337.17	945.00	102.73	169.50	984.00	4%
100-00-53300-125-000	STREETS ADMIN - HEALTH & LIFE	Expenses	0	0	0.00	237.00	22.39	36.94	236.00	0%
100-00-53300-130-000	STREETS ADMIN - WRS	Expenses	0	0	0.00	61.00	6.68	11.02	66.91	10%
100-00-53300-135-000	STREETS ADMIN - SOCIAL SECURIT	Expenses	0	0	0.00	59.00	5.72	9.44	61.01	3%
100-00-53300-140-000	STREETS ADMIN - MEDICARE	Expenses	0	0	0.00	14.00	1.34	2.21	14.27	2%
100-00-53300-145-000	STREETS ADMIN - MED REIMBURSE	Expenses	0	0	0.00	0.00	0.54	0.89	0.00	0%
100-00-53302-110-000	STREETS OPERATION - WAGES	Expenses	232,846.16	219,444.61	209,977.40	170,569.00	91,328.22	150,691.56	199,633.00	17%
100-00-53302-125-000	STREETS OPERATION - HEALTH	Expenses	0	0	0.00	50,398.00	31,041.62	51,218.67	61,407.00	22%
100-00-53302-130-000	STREETS OPERATION - WRS	Expenses	0	0	0.00	11,087.00	5,927.66	9,780.64	13,575.04	22%
100-00-53302-135-000	STREETS OPERATION - SOC SECURI	Expenses	0	0	0.00	10,575.00	5,661.42	9,341.34	12,377.25	17%
100-00-53302-140-000	STREETS OPERATION - MEDICARE	Expenses	0	0	0.00	2,473.00	1,324.02	2,184.63	2,894.68	17%
100-00-53302-145-000	STREETS OPERATION - MED REIMBU	Expenses	0	0	0.00	0.00	684.50	1,129.43	2,000.00	0%
100-00-53310-310-000	STREETS - MACHINERY / EQUIPMNT	Expenses	33,373.16	30,571.65	31,463.76	30,000.00	11,968.86	19,748.62	30,000.00	0%
100-00-53310-311-000	STREETS - FUEL / LUBRICANTS	Expenses	12,693.34	15,540.50	17,265.29	18,000.00	6,523.54	10,763.84	18,000.00	0%
100-00-53310-312-000	STREETS - WEED CONTROL / GRASS	Expenses	0	950.99	186.99	500.00	370.39	611.14	500.00	0%
100-00-53310-313-000	STREETS - STREET SWEEPING	Expenses	10,051.01	15,636.61	14,864.00	15,000.00	4,875.00	8,043.75	18,000.00	20%
100-00-53310-314-000	STREETS - SIGNS	Expenses	2,226.38	3,709.02	3,085.16	3,000.00	1,741.49	2,873.46	3,000.00	0%
100-00-53310-315-000	STREETS - TOOLS	Expenses	1,628.75	1,630.98	3,398.22	2,500.00	1,057.26	1,744.48	2,500.00	0%
100-00-53310-316-000	STREETS - SALT / SAND	Expenses	49,295.84	54,528.22	61,189.68	59,602.00	49,846.13	82,246.11	57,511.00	-4%
100-00-53310-317-000	STREETS - ASPHALT PATCHING	Expenses	2,396.56	1,631.05	1,453.00	3,000.00	415.00	684.75	3,000.00	0%
100-00-53310-318-000	STREETS - CURB/GUTTER/SIDEWALK	Expenses	0	0	0.00	5,000.00	0.00	0.00	5,000.00	0%
100-00-53310-319-000	STREETS - PAINTING / STRIPING	Expenses	6,541.98	4,350.27	4,525.43	6,000.00	0.00	0.00	6,000.00	0%
100-00-53310-320-000	STREETS - SNOW / ICE REMOVAL	Expenses	828.7	335	530.17	1,000.00	117.98	194.67	1,000.00	0%
100-00-53310-322-000	STREETS - OPERATING SUPPLIES	Expenses	1,247.04	1,431.73	2,034.18	1,200.00	214.39	353.74	1,200.00	0%
100-00-53310-323-000	STREETS - STREET REPAIR	Expenses	655.01	4,129.01	16,525.15	15,000.00	-14,671.72	-24,208.34	15,000.00	0%
100-00-53310-324-000	STREETS - BLDGS / GROUNDS	Expenses	7,815.70	10,205.12	3,061.50	12,000.00	11,488.93	18,956.73	30,000.00	150%
100-00-53310-325-000	STREETS - CELL PHONES	Expenses	897.45	845.2	900.00	1,000.00	390.59	644.47	1,000.00	0%
100-00-53310-326-000	STREETS - UNIFORMS/MED SUPPLY	Expenses	3,906.48	3,025.40	3,061.69	4,200.00	1,600.76	2,641.25	4,000.00	-5%
100-00-53310-340-000	STREETS - EDUC / TRAVEL / DUES	Expenses	537.8	1,214.35	592.21	1,500.00	827.02	1,364.58	1,500.00	0%
100-00-53310-412-000	STREETS - CRACK FILLING	Expenses	20,000.00	20,000.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0%
100-00-53310-416-000	STREETS - PORTABLE RADIOS	Expenses	987.65	1,074.39	0.00	3,000.00	0.00	0.00	3,000.00	0%
100-00-53310-422-000	STREETS - UTILITIES	Expenses	13,835.93	12,631.66	13,463.60	19,000.00	9,797.87	16,166.49	19,000.00	0%

**Budget Worksheet
DPW**

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-53420-330-000	STREET LIGHTING - ELECTRICITY	Expenses	129,349.68	123,486.70	138,241.74	130,000.00	61,074.94	100,773.65	130,000.00	0%
100-00-53420-331-000	STREET LIGHTING - POLES	Expenses	1,743.59	4,358.15	0.00	10,000.00	0.00	0.00	10,000.00	0%
100-00-53441-310-000	STORM SEWER - CLEANING/REPAIR	Expenses	4,189.63	3,419.64	1,670.25	3,000.00	136.07	224.52	3,000.00	0%
100-00-53620-110-000	TRASH ADMIN - WAGES	Expenses	1,488.15	1,302.00	1,747.87	945.00	-1,283.31	-2,117.46	984.00	4%
100-00-53620-125-000	TRASH ADMIN - HEALTH & LIFE	Expenses	0	0	0.00	220.00	22.39	36.94	236.00	7%
100-00-53620-130-000	TRASH ADMIN - WRS	Expenses	0	0	0.00	61.00	8.29	13.68	66.91	10%
100-00-53620-135-000	TRASH ADMIN - SOCIAL SECURITY	Expenses	0	0	0.00	59.00	7.10	11.72	61.01	3%
100-00-53620-140-000	TRASH ADMIN - MEDICARE	Expenses	0	0	0.00	14.00	1.66	2.74	14.27	2%
100-00-53620-145-000	TRASH ADMIN - MED REIMBURSE	Expenses	0	0	0.00	0.00	0.67	1.11	0.00	0%
100-00-53624-110-000	TRASH CHIPPING/BRUSH - WAGES	Expenses	31,388.12	30,428.61	34,397.72	39,141.00	10,819.54	17,852.24	41,158.00	5%
100-00-53624-125-000	TRASH CHIPPING/BRUSH - HEALTH	Expenses	0	0	0.00	11,521.00	4,353.45	7,183.19	14,234.00	24%
100-00-53624-130-000	TRASH CHIPPING/BRUSH - WRS	Expenses	0	0	0.00	2,544.00	683.57	1,127.89	2,798.74	10%
100-00-53624-135-000	TRASH CHIPPING/BRUSH - SOC SEC	Expenses	0	0	0.00	2,427.00	624.99	1,031.23	2,551.80	5%
100-00-53624-140-000	TRASH CHIPPING/BRUSH - MEDICAR	Expenses	0	0	0.00	568.00	146.17	241.18	596.79	5%
100-00-53624-145-000	TRASH CHIPPING/BRUSH - MED REI	Expenses	0	0	0.00	0.00	86.89	143.37	0.00	0%
100-00-53625-315-000	TRASH - CURBSIDE PICKUP	Expenses	254,619.59	215,531.76	199,621.14	252,295.00	91,908.93	151,649.73	241,809.00	-4%
100-00-53625-325-000	TRASH - CHIPPING / BRUSH	Expenses	15,528.00	2,251.71	170.00	20,000.00	4,067.27	6,711.00	20,000.00	0%
100-00-53635-325-000	RECYCLING - CURBSIDE PICKUP	Expenses	185,570.35	149,594.85	181,213.16	191,788.00	78,924.84	130,225.99	189,861.00	-1%
100-00-55200-110-000	PARKS ADMIN - WAGES	Expenses	1,488.15	1,302.00	337.17	945.00	93.33	153.99	984.00	4%
100-00-55200-125-000	PARKS ADMIN - HEALTH & LIFE	Expenses	0	0	0.00	220.00	22.39	36.94	236.00	7%
100-00-55200-130-000	PARKS ADMIN - WRS	Expenses	0	0	0.00	61.00	11.25	18.56	66.91	10%
100-00-55200-135-000	PARKS ADMIN - SOCIAL SECURITY	Expenses	0	0	0.00	59.00	9.63	15.89	61.01	3%
100-00-55200-140-000	PARKS ADMIN - MEDICARE	Expenses	0	0	0.00	14.00	2.80	4.62	14.27	2%
100-00-55200-145-000	PARKS - MEDICAL REIMBURSE	Expenses	0	0	0.00	0.00	396.64	654.46	0.00	0%
100-00-55202-110-000	PARKS OPERATIONS - WAGES	Expenses	105,983.59	116,633.10	141,102.56	74,571.00	50,329.31	83,043.36	93,598.00	26%
100-00-55202-125-000	PARKS OPERATION - HEALTH & LIF	Expenses	0	0	0.00	22,110.00	13,575.91	22,400.25	26,826.00	21%
100-00-55202-130-000	PARKS OPERATIONS - WRS	Expenses	0	0	0.00	4,847.00	3,093.13	5,103.66	6,364.66	31%
100-00-55202-135-000	PARKS OPERATIONS - SOCIAL SECU	Expenses	0	0	0.00	4,623.00	2,781.92	4,590.17	5,803.08	26%
100-00-55202-140-000	PARKS OEPRATIONS - MEDICARE	Expenses	0	0	0.00	1,081.00	650.58	1,073.46	1,357.17	26%
100-00-55202-145-000	PARKS OPERATION - MED REIMBURS	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-55210-310-000	PARKS - MACHINERY / EQUIPMENT	Expenses	3,497.73	3,899.94	4,156.59	4,000.00	769.09	1,269.00	4,000.00	0%
100-00-55210-311-000	PARKS - BUILDING MAINTENANCE	Expenses	4,545.80	4,818.40	11,216.61	6,000.00	2,979.39	4,915.99	6,000.00	0%
100-00-55210-312-000	PARKS - TREES / SHRUBS	Expenses	10,422.16	9,075.95	13,076.96	12,000.00	4,725.00	7,796.25	12,000.00	0%
100-00-55210-313-000	PARKS - TOOLS	Expenses	241.61	536.84	287.80	500.00	46.57	76.84	500.00	0%
100-00-55210-314-000	PARKS - OPERATING SUPPLIES	Expenses	877.64	477.49	218.98	1,500.00	99.51	164.19	1,500.00	0%
100-00-55210-315-000	PARKS - TABLES / BENCHES	Expenses	303.02	16.98	879.71	1,000.00	510.27	841.95	1,000.00	0%
100-00-55210-316-000	PARKS - PAPER/CLEAN PRODUCTS	Expenses	1,601.97	1,073.56	2,397.51	3,500.00	1,490.26	2,458.93	2,500.00	-29%
100-00-55210-317-000	PARKS - BALLFIELD MAINTENANCE	Expenses	3,901.59	707.91	2,307.32	3,000.00	2,256.00	3,722.40	3,000.00	0%
100-00-55210-319-000	PARKS - PLAY APPARATUS MAINT	Expenses	214.32	100.37	417.12	500.00	16.99	28.03	500.00	0%
100-00-55210-330-000	PARKS - TELEPHONE	Expenses	1,431.78	1,731.81	2,235.06	2,200.00	1,084.80	1,789.92	2,000.00	-9%
100-00-55210-331-000	PARKS - FUELS / LUBRICANTS	Expenses	3,273.09	1,990.20	4,725.95	4,000.00	2,881.28	4,754.11	4,000.00	0%
100-00-55210-332-000	PARKS - ELECTRICITY / GAS	Expenses	9,417.96	7,491.40	10,172.30	13,000.00	8,050.03	13,282.55	13,000.00	0%
100-00-55210-333-000	PARKS - WATER / SEWER	Expenses	5,639.17	6,328.00	7,361.74	7,000.00	3,526.72	5,819.09	7,000.00	0%
100-00-55210-334-000	PARKS - GROUNDS MAINTENANCE	Expenses	0	190.23	167.99	1,500.00	77.93	128.58	1,500.00	0%
100-00-55210-340-000	PARKS - EDUC / TRAVEL / DUES	Expenses	154	125.15	20.00	1,000.00	647.63	1,068.59	1,000.00	0%
100-00-55210-422-000	PARKS - SPLASH PAD CHEMICALS	Expenses	3,436.56	3,082.77	2,236.44	3,000.00	2,018.90	3,331.19	3,000.00	0%
100-00-55210-433-000	PARKS - PARK PROJECTS	Expenses	0	0	0.00	0.00	0.00	0.00	0.00	0%
100-00-55210-436-000	PARKS - FERTILIZER/WEED CNTRL	Expenses	6,051.40	7,043.45	6,047.95	7,000.00	1,050.00	1,732.50	5,000.00	-29%
100-00-55210-439-000	PARKS - CAPITAL PROJECTS	Expenses	12,390.00	12,178.83	5,442.62	50,000.00	32,161.10	53,065.82	30,000.00	-40%
	TOTAL EXPENDITURES		1,245,582.45	1,173,851.71	1,237,645.62	1,392,804.00	639,772.89	1,048,818.40	1,455,993.69	5%

Budget Worksheet
Emergency Government

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-52375-110-000	EMERG GOV - SALARIES/FRINGES	Expenses	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
100-00-52375-130-000	EMERG GOV - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	120.40	132.20	100.00%
100-00-52375-135-000	EMER GOV - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	0.00	0.00	62.00	62.00	100.00%
100-00-52375-140-000	EMER GOV - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	14.50	14.50	100.00%
100-00-52375-111-000	EMERG GOV - EQUIPMENT	Expenses	0.00	903.58	0.00	2,000.00	0.00	0.00	2,000.00	0.00%
100-00-52375-116-000	EMERG GOV - GENERATOR MAINT	Expenses	29.97	0.00	1,000.00	2,000.00	260.47	1,200.00	2,000.00	0.00%
	TOTAL EXPENDITURES		29.97	903.58	2,000.00	5,000.00	260.47	2396.9	5,208.70	4.17%

Budget Worksheet

Police

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-42540-000-000	POLICE - STATE / FEDERAL AIDS	Revenues	1,943.16	1,920.00	11,583.88	4,500.00	1,352.99	2,232.43	4,500.00	0.00%
100-00-44100-000-000	POLICE - COURT PENALTIES	Revenues	50,512.52	26,326.47	34,972.00	60,000.00	28,504.35	47,032.18	52,000.00	-13.33%
100-00-44150-000-000	POLICE - SALE OF VEHICLES	Revenues	0.00	6,652.00	6,335.00	1,000.00	0.00	0.00	0.00	-100.00%
100-00-44151-000-000	POLICE - SALE OF PROPERTY	Revenues	0.00	0.00	469.01	500.00	0.00	0.00	500.00	0.00%
100-00-44152-000-000	POLICE - ACCIDENT REPORTS	Revenues	327.52	331.60	374.50	500.00	142.00	234.30	500.00	0.00%
100-00-44153-000-000	POLICE - OWI TESTS/FINGERPRINT	Revenues	1,354.60	1,770.40	2,022.08	2,000.00	1,478.54	2,439.59	2,500.00	25.00%
100-00-44200-000-000	POLICE - PARKING FINES	Revenues	3,530.00	2,481.00	903.07	4,500.00	1,406.00	2,319.90	4,500.00	0.00%
100-00-44600-000-000	POLICE - DONATIONS	Revenues	3,316.12	1,375.00	5,089.73	0.00	9,350.00	15,427.50	0.00	0.00%
100-00-44700-000-000	POLICE - WARRANT FEES	Revenues	848.86	27.53	132.48	500.00	427.52	705.41	500.00	0.00%
100-00-44900-000-000	POLICE - FALSE ALARM REVENUE	Revenues	103.02	0.00	0.00	100.00	0.00	0.00	0.00	-100.00%
100-00-44940-000-000	FD & PD FUNDRAISER	Revenues	0.00	0.00	11,387.75	0.00	9,459.00	15,607.35	0.00	0.00%
TOTAL REVENUES			61,935.80	40,884.00	73,269.50	73,600.00	52,120.40	85,998.66	65,000.00	-11.68%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
100-00-52100-110-000	POLICE - PATROL WAGES	Expenses	1,235,314.87	1,376,253.84	1,444,152.16	1,121,087.00	651,768.81	1,075,418.54	1,232,505.00	9.94%
100-00-52100-125-000	POLICE - HEALTH & LIFE INSURAN	Expenses	0.00	0.00	0.00	279,409.00	154,762.05	255,357.38	279,198.04	-0.08%
100-00-52100-130-000	POLICE - WRS	Expenses	0.00	0.00	0.00	134,524.00	81,137.97	133,877.65	162,937.16	21.12%
100-00-52100-135-000	POLICE - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	69,508.00	39,608.34	65,353.76	76,415.31	9.94%
100-00-52100-140-000	POLICE - MEDICARE	Expenses	0.00	0.00	0.00	16,256.00	9,263.28	15,284.41	17,871.32	9.94%
100-00-52100-145-000	POLICE - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	3,441.12	5,677.85	6,500.00	100.00%
100-00-52100-521-000	FD & PD FUNDRAISER EXPENSE	Expenses	0.00	0.00	10,685.97	0.00	0.00	0.00	0.00	0.00%
100-00-52102-110-000	POLICE ADMIN - ASST WAGES	Expenses	60,234.09	81,637.07	64,148.72	68,014.00	34,433.39	56,815.09	73,894.00	8.65%
100-00-52102-125-000	POLICE ADMIN - HEALTH/LIFE	Expenses	0.00	0.00	0.00	22,660.00	14,730.17	24,304.78	22,534.92	-0.55%
100-00-52102-130-000	POLICE ADMIN - WRS	Expenses	0.00	0.00	0.00	3,113.00	1,981.25	3,269.06	3,113.00	0.00%
100-00-52102-135-000	POLICE ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	4,216.00	1,994.86	3,291.52	4,581.43	8.67%
100-00-52102-140-000	POLICE ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	986.00	466.53	769.77	1,071.46	8.67%
100-00-52102-145-000	POLICE ADMIN - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	289.50	477.68	500.00	100.00%
100-00-52104-110-000	POLICE CROSSING GUARD - WAGES	Expenses	6,504.30	7,286.62	6,371.55	7,210.00	3,625.81	5,982.59	7,427.00	3.01%
100-00-52104-135-000	POLICE CROSSING GUARD -SOC SEC	Expenses	0.00	0.00	0.00	0.00	252.96	417.38	460.47	100.00%
100-00-52104-140-000	POLICE CROSSING GUARD-MEDICARE	Expenses	0.00	0.00	0.00	0.00	59.16	97.61	107.69	100.00%
100-00-52110-310-000	POLICE - ATTORNEY FEES	Expenses	9,825.44	6,104.50	7,584.20	8,000.00	4,186.50	6,907.73	7,500.00	-6.25%
100-00-52110-312-000	POLICE - CRIME PREVENTION	Expenses	1,996.14	1,769.35	2,509.04	1,800.00	1,761.23	2,906.03	1,800.00	0.00%
100-00-52110-314-000	POLICE - UNIFORMS	Expenses	8,016.58	8,482.52	6,029.85	8,000.00	4,342.97	7,165.90	7,500.00	-6.25%
100-00-52110-315-000	POLICE - GUNS / EQUIPMNT	Expenses	6,117.33	13,554.99	15,319.32	9,000.00	10,853.33	17,907.99	9,000.00	0.00%
100-00-52110-317-000	POLICE - COPYING / PRINTING	Expenses	2,012.24	2,222.98	3,164.87	2,000.00	1,996.81	3,294.74	3,200.00	60.00%
100-00-52110-318-000	POLICE - OFFICE SUPPLIES/POSTG	Expenses	1,830.76	2,135.87	4,718.29	2,000.00	2,137.42	3,526.74	2,500.00	25.00%
100-00-52110-320-000	POLICE - ELECTRONICS MAINTENCE	Expenses	3,126.97	2,820.37	2,587.45	3,000.00	3,089.38	5,097.48	3,000.00	0.00%
100-00-52110-321-000	POLICE - RANGE SUPPLIES	Expenses	4,007.29	3,660.25	3,138.84	5,000.00	679.73	1,121.55	5,000.00	0.00%
100-00-52110-322-000	POLICE - INVESTIGATION/OWI TST	Expenses	2,581.66	3,281.64	4,170.91	3,800.00	1,250.26	2,062.93	3,500.00	-7.89%
100-00-52110-323-000	POLICE - SQUAD PURCHASE/SETUP	Expenses	38,425.70	41,062.96	54,514.00	35,716.00	8,262.95	13,633.87	42,152.00	18.02%
100-00-52110-324-000	POLICE - EQUIPMENT MAINTENANCE	Expenses	6,141.16	3,696.43	6,804.61	6,000.00	1,370.17	2,260.78	6,000.00	0.00%
100-00-52110-325-000	POLICE - VEHICLE MAINTENANCE	Expenses	7,899.84	6,825.48	7,520.62	5,000.00	4,681.86	7,725.07	5,000.00	0.00%
100-00-52110-326-000	POLICE - TIRES	Expenses	2,048.00	2,511.44	740.35	3,000.00	0.00	0.00	1,500.00	-50.00%
100-00-52110-327-000	POLICE - FUEL / LUBRICANTS	Expenses	16,247.73	13,115.91	19,781.23	18,000.00	13,486.69	22,253.04	25,000.00	38.89%
100-00-52110-328-000	POLICE - COMPUTER MAINTENANCE	Expenses	20,514.88	20,135.91	21,392.07	25,028.00	13,523.43	22,313.66	28,500.00	13.87%
100-00-52110-329-000	POLICE - HUMANE SOCIETY CONTRA	Expenses	1,729.00	2,280.00	2,128.00	1,900.00	2,582.00	4,260.30	1,396.00	-26.53%
100-00-52110-330-000	POLICE - TIME / AIR CARDS	Expenses	3,817.86	3,767.02	3,495.05	4,200.00	2,295.81	3,788.09	2,800.00	-33.33%
100-00-52110-331-000	POLICE - CELL / TELEPHONES	Expenses	4,462.69	4,442.61	4,703.71	4,930.00	2,687.75	4,434.79	4,248.00	-13.83%
100-00-52110-332-000	POLICE - PROPHOENIX SUPPORT	Expenses	5,601.38	3,958.50	4,156.43	4,365.00	4,364.25	7,201.01	4,583.00	4.99%
100-00-52110-333-000	POLICE - BROADBAND SERVICE	Expenses	969.57	1,179.76	1,129.18	860.00	548.75	905.44	858.00	-0.23%
100-00-52110-336-000	POLICE - UTILITIES	Expenses	0.00	0.00	3,337.06	25,053.00	16,538.17	27,287.98	30,000.00	19.75%
100-00-52110-338-000	POLICE - CLEANING	Expenses	0.00	0.00	0.00	0.00	6,170.44	10,181.23	14,200.00	29.09%
100-00-52110-340-000	POLICE - EDUC / TRAVEL / DUES	Expenses	8,909.96	7,356.82	8,287.05	8,333.00	5,831.31	9,621.66	8,500.00	2.00%
100-00-52110-390-000	POLICE - MISCELLANEOUS	Expenses	20.00	0.00	165.50	0.00	0.00	0.00	5,000.00	100.00%
100-00-52110-500-000	POLICE - DONATIONS	Expenses	3,345.56	1,378.78	5,041.85	0.00	5,401.29	8,912.13	0.00	0.00%
TOTAL EXPENDITURES			1,461,701.00	1,620,921.62	1,717,777.88	1,922,968.00	1,115,857.70	1,841,165.21	2,111,853.81	9.82%

Budget Worksheet
Fire Dept

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
900-00-42230-000-000	FIRE - STATE 2% DUES	Revenues	59,055.64	60,266.46	63,562.68	60,266.00	44,625.97	60,266.00	60,500.00	0.39%
900-00-42240-000-000	FIRE - EMS FAP FUNDS	Revenues	5,954.63	5,967.19	0.00	6,000.00	26,255.93	26,255.93	6,100.00	1.67%
900-00-42260-000-000	FIRE - OTHER STATE AID	Revenues	8,535.92	9,465.02	10,096.48	8,000.00	0.00	8,000.00	8,000.00	0.00%
900-00-43510-000-000	FIRE - CPR TRAINING	Revenues	2,275.00	1,405.00	1,220.25	1,300.00	2,205.00	2,400.00	2,500.00	92.31%
900-00-43530-000-000	FIRE - EMS BILLING	Revenues	282,427.26	290,083.50	354,599.41	280,000.00	209,422.22	314,133.00	310,000.00	10.71%
900-00-43540-000-000	FIRE - EXTRICATION/FIRE/SPILL	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
900-00-43550-000-000	FIRE - HAZ MAT INCIDENTS	Revenues	1,179.30	737.25	0.00	800.00	1,956.88	1,956.88	800.00	0.00%
900-00-43560-000-000	FIRE - INTEREST	Revenues	0.00	18.38	1.70	0.00	9.25	15.26	0.00	0.00%
900-00-43570-000-000	FIRE - MISCELLANEOUS	Revenues	1,371.81	9,845.62	4,727.99	1,000.00	864.05	1,000.00	1,000.00	0.00%
900-00-43580-000-000	FIRE - OCCUPANCY PERMITS	Revenues	1,400.00	800.00	2,808.00	2,000.00	600.00	990.00	1,200.00	-40.00%
900-00-43590-000-000	FIRE - OFFICE FEES	Revenues	10.00	5.00	107.75	0.00	0.00	0.00	0.00	0.00%
900-00-43600-000-000	FIRE - PERMIT FEES	Revenues	3,420.00	4,459.00	930.00	1,000.00	1,600.00	2,640.00	1,000.00	0.00%
900-00-47210-000-000	FIRE - VILLAGE CONTRIBUTION	Revenues	329,676.00	350,403.00	379,083.00	437,249.00	0.00	437,249.00	513,571.87	17.46%
900-00-47220-000-000	FIRE - TOWN/JACKSON CONTRIBTN	Revenues	234,732.20	247,761.36	263,716.88	231,169.00	115,584.60	231,169.00	272,511.46	17.88%
900-00-47220-001-000	FIRE - TOWN/POLK CONTRIBUTION	Revenues	62,550.44	64,923.68	70,511.12	74,916.00	37,458.08	74,916.00	86,796.87	15.86%
900-00-48100-000-000	FIRE - DONATIONS	Revenues	16,553.41	3,867.00	11,855.00	1,000.00	1,630.00	1,630.00	1,000.00	0.00%
900-00-48105-000-000	FIRE - FIRE PREVENTION	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
900-00-48110-000-000	FIRE - INTEREST ON INVESTMENTS	Revenues	271.26	60.77	7.17	100.00	39.02	64.38	0.00	0.00%
900-00-48200-000-000	FIRE - FIRE PREVENTION	Revenues	0.00	0.00	0.00	0.00	5,400.00	5,400.00	5,000.00	100.00%
900-00-48610-000-000	FIRE - SALE OF EQUIPMENT	Revenues	50,000.00	0.00	0.00	5,000.00	12,879.00	12,879.00	0.00	-100.00%
900-00-49997-000-000	FIRE - RESERVE FUND BALANCE	Revenues	0.00	0.00	0.00	280,000.00	0.00	0.00	0.00	-100.00%
TOTAL REVENUES			1,059,412.87	1,050,068.23	1,163,227.43	1,389,800.00	460,530.00	1,180,964.45	1,269,980.20	-8.62%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
900-00-52210-110-000	FIRE - SALARIES / WAGES	Expenses	533,735.23	643,681.51	691,531.43	597,396.00	286,777.86	580,000.00	668,871.96	11.96%
900-00-52210-125-000	FIRE - HEALTH & LIFE INSURANCE	Expenses	0	0	0.00	83,835.00	51,271.27	84,597.60	100,800.00	20.24%
900-00-52210-130-000	FIRE - WRS	Expenses	0	0	0.00	46,989.00	27,206.27	44,890.35	60,139.54	27.99%
900-00-52210-135-000	FIRE - SOCIAL SECURITY	Expenses	0	0	0.00	22,805.00	18,696.24	30,848.80	41,470.06	81.85%
900-00-52210-140-000	FIRE - FUEL / LUBRICANTS	Expenses	0	0	0.00	5,334.00	5,526.31	7,118.41	9,698.64	81.83%
900-00-52210-145-000	FIRE - MEDICAL REIMBURSEMENT	Expenses	0	0	0.00	0.00	0.00	2,000.00	2,500.00	100.00%
900-00-52210-310-000	FIRE - ELECTRONIC EQUIPMENT	Expenses	129,613.99	6,500.00	20,995.54	10,000.00	5,156.99	8,509.03	10,000.00	0.00%
900-00-52210-311-000	FIRE - FUEL / LUBRICANTS	Expenses	11,782.15	9,062.17	15,690.41	17,242.00	9,683.11	15,977.13	17,000.00	-1.40%
900-00-52210-312-000	FIRE - BLDG & GROUNDS MAINT	Expenses	5,063.53	4,119.98	6,465.23	10,000.00	3,678.74	10,000.00	10,000.00	0.00%
900-00-52210-313-000	FIRE - COMPUTER SUPPORT/SOFTWARE	Expenses	0	0	0.00	0.00	0.00	0.00	20,500.00	100.00%
900-00-52210-314-000	FIRE - NEW & REPLACEMENT EQUIP	Expenses	5,524.71	6,911.54	3,382.72	10,000.00	9,337.94	15,407.60	14,000.00	40.00%
900-00-52210-315-000	FIRE - TRUCK & EQUIPMENT MAINT	Expenses	19,920.66	16,304.70	22,723.56	16,000.00	13,808.93	22,784.73	23,300.00	43.75%
900-00-52210-317-000	FIRE - OFFICE SUPPLIES/POSTAGE	Expenses	7,503.77	9,483.79	8,941.20	12,636.00	10,305.05	15,000.00	3,500.00	-72.30%
900-00-52210-319-000	FIRE - PRE-EMPLOYMENT PHYSICAL	Expenses	3,332.10	4,480.00	1,564.00	3,000.00	1,048.00	3,500.00	3,500.00	16.67%
900-00-52210-320-000	FIRE - LENGTH OF SRVC PROGRAM	Expenses	10,500.00	10,500.00	11,000.00	12,000.00	12,000.00	12,000.00	12,500.00	4.17%
900-00-52210-321-000	FIRE - INTERCPT/HEALTHCR BLNG	Expenses	28,367.16	20,276.12	25,680.29	25,000.00	15,813.41	26,092.13	30,000.00	20.00%
900-00-52210-322-000	FIRE - FIRE PREVENTION	Expenses	2,372.89	3,137.61	5,635.09	3,500.00	0.00	3,500.00	4,000.00	14.29%
900-00-52210-324-000	FIRE - SCENE ASSISTANCE	Expenses	805.22	1,640.66	1,790.85	1,700.00	207.93	1,700.00	1,750.00	2.94%
900-00-52210-325-000	FIRE - TURN OUT GEAR/UNIFORMS	Expenses	14,016.33	25,013.04	14,736.69	20,000.00	7,080.98	20,000.00	20,000.00	0.00%
900-00-52210-327-000	FIRE - SCBA TESTING / REPAIR	Expenses	0	2,547.82	1,500.26	3,000.00	1,573.72	3,000.00	3,000.00	0.00%
900-00-52210-328-000	FIRE - LADDER TESTING	Expenses	1,481.22	1,167.50	1,162.50	1,550.00	0.00	750.00	3,000.00	93.55%
900-00-52210-329-000	FIRE - AUDIT / ACCOUNTING	Expenses	600	600	403.05	600.00	0.00	0.00	600.00	0.00%
900-00-52210-330-000	FIRE - UTILITIES	Expenses	16,071.88	17,787.48	21,247.12	45,057.00	25,356.01	41,837.42	46,000.00	2.09%
900-00-52210-331-000	FIRE - TELEPHONE	Expenses	3,871.01	4,141.27	3,545.17	6,000.00	2,267.60	4,741.54	5,000.00	-16.67%
900-00-52210-332-000	FIRE - ATTORNEY FEES	Expenses	0	0	0.00	500.00	0.00	0.00	500.00	0.00%
900-00-52210-333-000	FIRE - MEDICAL SUPPLIES	Expenses	15,313.03	17,870.77	21,561.16	20,000.00	15,095.16	24,907.01	26,000.00	30.00%
900-00-52210-334-000	FIRE - FAP FUNDING	Expenses	5,954.63	6,793.16	4,123.52	6,100.00	5,677.66	18,000.00	6,100.00	0.00%
900-00-52210-336-000	FIRE - DONATIONS	Expenses	12,353.71	662.5	1,484.84	1,500.00	1,709.81	1,709.81	1,500.00	0.00%
900-00-52210-339-000	FIRE - DUES	Expenses	0	0	0.00	0.00	0.00	0.00	1,050.00	100.00%
900-00-52210-340-000	FIRE - EDUC / TRAVEL / TRAINING	Expenses	16,941.10	7,639.82	13,639.05	16,000.00	5,410.71	16,000.00	12,000.00	-25.00%
900-00-52210-341-000	FIRE - ANTIQUE FIRE TRUCK	Expenses	39.49	2,130.16	5.18	100.00	0.00	0.00	0.00	-100.00%
900-00-52210-350-000	FIRE - PROP/LIABILITY INSURANCE	Expenses	18,934.30	19,688.00	21,687.00	25,000.00	21,526.81	21,526.81	25,000.00	0.00%
900-00-52210-500-000	FIRE - EQUIP REPLACEMENT FUND	Expenses	229,739.34	3,819.02	4,163.66	12,000.00	3,333.06	12,000.00	12,000.00	0.00%
900-00-52210-510-000	FIRE - TRUCK REPLACEMENT FUND	Expenses	0	0	0.00	280,000.00	0.00	0.00	0.00	-100.00%
900-00-52210-540-000	FIRE - EMS EQUIP REPLACEMENT	Expenses	3,167.42	532.03	523.70	3,500.00	0.00	3,500.00	3,500.00	0.00%
900-00-52210-554-000	FIRE - 1280 COMMAND PAYMENT	Expenses	0	0	67,284.45	0.00	470.95	470.95	0.00	0.00%
900-00-59200-000-000	FIRE - TRANSFR TO DEBT SRV FND	Expenses	71,454.29	71,454.29	71,454.29	71,456.00	71,454.29	71,454.29	71,500.00	0.06%
TOTAL EXPENDITURES			1,168,459.16	917,944.94	1,063,921.96	1,389,800.00	631,474.81	1,123,823.61	1,269,980.20	-8.62%

Budget Worksheet

TID #4

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
640-00-41140-000-000	TID #4 - INCREMENT	Revenues	784,392.90	834,885.76	0.00	0.00	0.00	884,000.00	1,011,255.00	100.00%
640-00-42500-000-000	TID #4 - EXEMPT COMPUTER AID	Revenues	5,087.62	5,087.62	5,087.62	5,087.62	0.00	5,087.62	5,087.62	0.00%
640-00-42510-000-000	TID #4 - STATE PER PROP AID	Revenues	4,293.67	19,822.78	26,825.17	35,351.00	19,822.78	19,822.78	19,822.78	-43.93%
640-00-46000-000-000	TID #4 - SPEC ASSESS PRINCIP	Revenues	111,998.08	57,286.10	44,064.47	28,885.00	762.99	1,258.93	0.00	-100.00%
640-00-46100-000-000	TID #4 - SPECIAL ASSESS INT	Revenues	11,947.16	16.54	8,578.63	6,741.00	0.00	0.00	0.00	-100.00%
TOTAL REVENUES			917,719.43	917,098.80	84,555.89	76,064.62	20,585.77	910,169.33	1,036,165.40	1262.22%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
640-00-56700-000-000	TID #4 - MISC TID EXPENSES	Expenses	17,832.50	18,125.00	0.00	11,600.00	0.00	11,000.00	11,000.00	-5.17%
640-00-59200-000-000	TID #4 - TRANSFR TO GF FOR REPAYMENT	Expenses	171,341.52	363,888.00	166,600.00	0.00	0.00	0.00	1,025,165.40	100.00%
TOTAL EXPENDITURES			189,174.02	382,013.00	166,600.00	11,600.00	0.00	11,000.00	1,036,165.40	8832.46%

Budget Worksheet

TID #5

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
650-00-41120-000-000	TID #5 - TAX INCREMENT	Revenues	120,661.64	113,541.14	110,909.12	113,000.00	0.00	113,000.00	120,782.75	6.89%
650-00-42215-000-000	TID #5 - EXEMPT COMPTR EQUIP	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
650-00-42220-000-000	TID #5 - STATE PERS PROP AID	Revenues	683.18	0	0.00	500.00	0.00	500.00	0.00	-100.00%
TOTAL REVENUES			121,344.82	113,541.14	110,909.12	113,500.00	0.00	113,500.00	120,782.75	6.42%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
650-00-56700-000-000	TID #5 - DEVELOPER AGREEMNTS	Expenses	113,421.92	106,728.65	104,254.57	111,000.00	50,553.95	83,414.02	101,000.00	-9.01%
650-00-56700-460-000	TID #5 - MISC TID EXPENSES	Expenses	1,700.00	12,125.00	625.00	2,500.00	150.00	247.50	1,650.00	-34.00%
TOTAL REIMBURSEMENTS			115,121.92	118,853.65	104,879.57	113,500.00	50,703.95	83,661.52	102,650.00	-9.56%

Budget Worksheet

TID #6

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
660-00-41100-000-000	TID #6 - SPECIAL ASSESS-PRINCI	Revenues	74,485.94	55,819.66	27,035.81	4,708.00	0.00	0.00	0.00	-100.00%
660-00-41110-000-000	TID #6 - SPECIAL ASSESS-INT	Revenues	0.00	12,002.25	2,499.19	1,320.00	0.00	0.00	0.00	-100.00%
660-00-41120-000-000	TID #6 - TAX INCREMENT	Revenues	0.00	32,845.61	54,612.60	154,000.00	0.00	151,000.00	247,520.70	60.73%
660-00-42215-000-000	TID #6 - EXEMPT COMPUTER EQUIP	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
660-00-49500-000-000	TID #6 - LT DEBT PROCEEDS	Revenues	2,255,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
660-00-49600-000-000	TID #6 - PREMIUM ON LT DEBT	Revenues	42,667.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUES			2,372,153.89	100,667.52	84,147.60	160,028.00	0.00	151,000.00	247,520.70	54.67%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
660-00-56700-000-000	TID #6 - MISC TID EXPENSES	Expenses	39,626.67	34,776.97	104,933.86	60,640.00	150.00	500.00	1,650.00	-97.28%
660-00-56700-460-000	TID #6 - DEVELOPER AGREEMNTS	Expenses	1,976,360.03	0	0.00	0.00	0.00	0.00	0.00	0.00%
660-00-56710-000-000	TID #6 - CAPITAL OUTLAY	Expenses	0.00	23,355.00	0.00	0.00	0.00	0.00	0.00	0.00%
660-00-58300-000-000	TID #6 - DEBT ISSUANCE EXP	Expenses	91,444.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
660-00-59200-000-000	TID #6 - TRANS TO DEBT SRV	Expenses	160,418.03	66,385.00	115,635.00	0.00	0.00	181,585.00	181,585.00	0.00%
660-00-59250-000-000	TID #6 - TRANS TO CAP PRJTS	Expenses	0.00	0.00	0.00	99,388.00	0.00	0.00	0.00	-100.00%
TOTAL EXPENDITURES			2,267,849.38	124,516.97	220,568.86	160,028.00	150.00	182,085.00	183,235.00	14.50%

Budget Worksheet

TID #7

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
670-00-41120-000-000	TID #7 - TAX INCREMENT	Revenues	0.00	0.00	17,106.10	0.00	0.00	0.00	5,815.16	100.00%
670-00-42215-000-000	TID #7 - EXEMPT COMPUTER EQUIP	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-49500-000-000	TID #7 - LT DEBT PROCEEDS	Revenues	2,032,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-49500-100-000	TID #7 - INTEREST-32%-6.4M	Revenues	0.00	14,122.99	-97.40	0.00	0.00	0.00	0.00	0.00%
670-00-49600-000-000	TID #7 - PREMIUM ON LT DEBT	Revenues	53,838.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-49700-000-000	TID #7 - MISC REVENUE	Revenues	2,500.00	2,000.00	2,500.00	0.00	0.00	0.00	625.00	100.00%
TOTAL REVENUES			2,088,338.48	16,122.99	19,508.70	0.00	0.00	0.00	6,440.16	100.00%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
670-00-56700-000-000	TID #7 - MISC TID EXPENSES	Expenses	117,641.85	86,591.59	27,624.39	0.00	40,378.55	66,624.61	1,650.00	100.00%
670-00-56700-460-000	TID #7 - DEVELOPER AGREEMNTS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-56700-470-000	TID #7 - LAND PURCHASE	Expenses	1,000.00	73,947.75	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-56700-480-000	TID #7 - LT DEBT PRINCIPAL	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-56700-490-000	TID #7 - LT DEBT INTEREST	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-56710-000-000	TID #7 - SPRUCE ST EXTENSION	Expenses	0.00	1,350,651.36	245,320.57	0.00	2,945.00	4,859.25	0.00	0.00%
670-00-58300-000-000	TID #7 - DEBT ISSUANCE EXP	Expenses	36,329.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
670-00-59200-000-000	TID #7 - TRANS TO DEBT SERVICE	Expenses	0.00	78,364.59	81,509.00	0.00	0.00	0.00	0.00	0.00%
TOTAL EXPENDITURES			154,970.89	1,589,555.29	354,453.96	0.00	43,323.55	71,483.86	1,650.00	100.00%

Budget Worksheet

Debt Service

Account Number	Fund description	Short account description	2021 Budget	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
700-00-41115-000-000	DEBT SERVICE FUND	DEBT SRV - TAX LEVY	1,875,577.00	1,875,577.00	2,320,042.00	0.00	2,320,042.00	1,632,859.00	-29.62%
700-00-48110-000-000	DEBT SERVICE FUND	DEBT SRV - INT ON TEMP INVESTM	0.00	11.33	0.00	4.57	7.54	0.00	0.00%
700-00-49200-000-000	DEBT SERVICE FUND	DEBT SRV - TRANSFER FROM TID 2	79,387.00	0.00	78,365.00	0.00	0.00	0.00	-100.00%
700-00-49201-000-000	DEBT SERVICE FUND	DEBT SRV - TRANSFER FROM TID 4	166,600.00	166,600.00	0.00	0.00	0.00	0.00	0.00%
700-00-49203-000-000	DEBT SERVICE FUND	DEBT SRV - TRANSFER FROM TID 6	115,635.00	115,635.00	99,388.00	0.00	181,585.00	181,585.00	82.70%
700-00-49204-000-000	DEBT SERVICE FUND	DEBT SRV - TRANSFR FROM TID 7	81,509.00	81,509.00	0.00	0.00	0.00	0.00	0.00%
700-00-49205-000-000	DEBT SERVICE FUND	DEBT SRV - TRANSFER FROM FIRE	71,456.00	71,454.29	71,456.00	71,454.29	71,454.00	71,454.00	0.00%
700-00-49500-000-000	DEBT SERVICE FUND	DEBT SRV - LT DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
700-00-49700-000-000	DEBT SERVICE FUND	DEBT SRV - NET PREM LT DEBT	0.00	445,416.50	284,163.00	0.00	0.00	0.00	-100.00%
TOTAL REVENUES			2,390,164.00	2,756,203.12	2,853,414.00	71,458.86	2,573,088.54	1,885,898.00	-33.91%

Account Number	Fund description	Short account description	2021 Budget	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
700-00-59100-000-000	DEBT SERVICE FUND	DEBT SRV - LT DEBT PRINCIPAL	1,987,357.00	1,987,357.21	2,221,211.00	1,021,231.19	1,685,031.46	1,436,215.00	-35.34%
700-00-59200-000-000	DEBT SERVICE FUND	DEBT SRV - LT DEBT INTEREST	402,807.00	402,806.00	631,203.00	399,690.27	659,488.95	449,683.00	-28.76%
700-00-59450-000-000	DEBT SERVICE FUND	DEBT SRV - PAYING AGENT FEE	0.00	1,200.00	1,000.00	600.00	990.00	0.00	-100.00%
700-00-59451-000-000	DEBT SERVICE FUND	DEBT SRV - DEBT ISSUANCE COSTS	0.00	115,674.37	0.00	0.00	0.00	0.00	0.00%
TOTAL EXPENDITURES			2,390,164.00	2,507,037.58	2,853,414.00	1,421,521.46	2,345,510.41	1,885,898.00	-33.91%

Budget Worksheet

Capital Projects

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
600-00-41110-000-000	CAP PRJT - TAX LEVY	Revenues	456,750.00	395,750.00	186,350.00	163,000.00	0.00	0.00	185,390.36	13.74%
600-00-42290-000-000	CAP PRJT - STATE ROAD GRANT	Revenues	0.00	0.00	0.00	40,000.00	0.00	0.00	0.00	-100.00%
600-00-42400-000-000	CAP PRJT - DNR GRANTS	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
600-00-44155-000-000	CAP PRJT - POLICE/FIRE IMPACT	Revenues	0.00	0.00	0.00	75,000.00	50.40	83.16	0.00	-100.00%
600-00-49500-000-000	CAP PRJT - LT DEBT PROCEEDS	Revenues	6,323,000.00	0.00	8,030,000.00	1,059,000.00	0.00	0.00	0.00	-100.00%
600-00-49500-300-000	CAP PRJT - INTEREST-8.03M	Revenues	0.00	0.00	-207.00	0.00	-6,021.61	-9,935.66	0.00	0.00%
600-00-49700-000-000	CAP PRJT - MISC REVENUE	Revenues	0.00	365,000.00	30,912.00	0.00	-39,669.00	-39,669.00	0.00	0.00%
600-00-49800-000-000	CAP PRJT - PREMIUM LT DEBT	Revenues	114,406.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
600-00-49600-000-000	CAP PRJT - TRANSFER FROM TID #4	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	1,025,165.40	100.00%
TOTAL REVENUES			6,894,156.77	760,750.00	8,247,055.00	1,337,000.00	-45,640.21	-49,521.50	1,210,555.76	-9.46%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
600-00-51610-415-000	CAP PRJT - POLICE/FIRE IMPACT	Expenses	0.00	0.00	0.00	75,000.00	0.00	0.00	0.00	-100.00%
600-00-53310-450-000	CAP PRJT - STREETS MACHINERY	Expenses	0.00	0.00	108,432.00	195,000.00	0.00	0.00	281,000.00	44.10%
600-00-56700-000-000	CAP PRJT - MISC PROJECT COSTS	Expenses	1,367,673.35	730,196.78	1,773,514.73	846,000.00	165,611.40	273,258.81	849,000.00	0.35%
600-00-56700-401-000	CAP PRJT - DEVELOPER AGREEMNTS	Expenses	66,444.00	60,302.00	60,302.00	20,000.00	8,922.00	14,721.30	0.00	-100.00%
600-00-56700-470-000	CAP PRJT - LAND PURCHASES	Expenses	330,179.77	0.00	0.00	0.00	545.48	900.04	76,555.76	100.00%
600-00-56710-000-000	CAP PRJT - MUNICIPAL BLDG EXP	Expenses	0.00	6,057,470.32	7,163,673.03	1,059,000.00	591,972.62	976,754.82	0.00	-100.00%
600-00-58300-000-000	CAP PRJT - ISSUANCE EXPENSES	Expenses	115,119.21	0.00	72,605.00	0.00	0.00	0.00	0.00	0.00%
TOTAL EXPENDITURES			1,879,416.33	6,847,969.10	9,178,526.76	2,195,000.00	767,051.50	1,265,634.97	1,206,555.76	-45.03%

Budget Worksheet
Recreation

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
500-00-45620-201-000	REC - VILLAGE SUBSIDY	Revenues	188,000.00	191,915.00	194,015.00	209,185.00	0.00	209,185.00	232,715.00	11.25%
500-00-45620-202-000	REC - TOWN SUBSIDY	Revenues	40,697.00	42,998.00	42,959.00	38,709.00	0.00	0.00	0.00	-100.00%
500-00-45620-204-000	REC - GRANTS/DONATIONS/SPONSRS	Revenues	7,394.79	4,554.63	10,287.20	5,000.00	2,800.00	4,620.00	6,000.00	20.00%
500-00-45620-205-000	REC - GIFT CERTIFICATES	Revenues	0.00	33.00	380.00	0.00	0.00	0.00	0.00	0.00%
500-00-45620-206-000	REC - ADULT PROGRAM FEES	Revenues	21,250.32	16,110.32	19,979.58	18,279.00	12,931.25	19,000.00	20,000.00	9.42%
500-00-45620-208-000	REC - YOUTH PROGRAM FEES	Revenues	39,869.60	29,705.96	33,976.32	36,000.00	19,754.74	34,000.00	34,000.00	-5.56%
500-00-45620-209-000	REC - SENIOR PROGRAMS	Revenues	2,481.94	967.55	1,062.60	2,000.00	1,995.50	2,500.00	2,500.00	25.00%
500-00-45620-210-000	REC - ADULT LEAGUES FEES	Revenues	5,515.00	3,100.00	3,150.00	4,000.00	3,350.00	4,500.00	4,500.00	12.50%
500-00-45620-211-000	REC - YOUTH LEAGUE FEES	Revenues	2,305.00	2,647.25	2,774.71	3,000.00	1,731.92	2,500.00	2,500.00	-16.67%
500-00-45620-214-000	REC - CONCESSIONS	Revenues	7,847.10	3,277.20	11,216.20	7,243.00	6,211.20	10,000.00	10,000.00	38.06%
500-00-45620-224-000	REC - SPECIAL EVENTS	Revenues	24,802.89	17,249.00	29,013.73	24,000.00	41,901.77	45,000.00	39,000.00	62.50%
500-00-45620-228-000	REC - TICKET SALES	Revenues	18,636.07	459.50	5,534.57	12,000.00	5,971.50	7,000.00	8,000.00	-33.33%
500-00-45620-232-000	REC - BOYS & GIRLS CLUB RENT	Revenues	10,000.00	10,000.00	6,666.66	10,000.00	7,734.00	10,000.00	10,000.00	0.00%
500-00-45620-234-000	REC - WASH CTY AGING RENT	Revenues	7,588.74	6,600.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	0.00%
500-00-45620-236-000	REC - BLDG / SHELTER RENTALS	Revenues	34,390.50	30,641.54	42,224.00	37,700.00	33,431.50	40,000.00	40,000.00	6.10%
500-00-45620-237-000	REC - OPEN GYM FEES	Revenues	1,153.00	503.00	1,428.00	800.00	814.00	1,400.00	1,200.00	50.00%
500-00-45620-238-000	REC - FITNESS MEMBERSHIPS	Revenues	16,672.50	11,307.54	10,092.20	16,000.00	10,449.25	15,000.00	15,000.00	-6.25%
500-00-45620-240-000	REC - KETTLEBROK CHURCH RENT	Revenues	28,996.00	24,166.00	28,305.24	29,000.00	14,116.37	29,000.00	29,000.00	0.00%
500-00-45620-243-000	REC - POSTAGE / COPY MACHINES	Revenues	48.20	1,062.41	87.98	600.00	273.77	600.00	600.00	0.00%
500-00-45620-245-000	REC - VENDING MACHINE	Revenues	1,118.75	148.00	0.00	0.00	0.00	0.00	0.00	0.00%
500-00-45620-250-000	REC - WBSC 4K PROGRAM	Revenues	105,730.00	99,341.62	101,836.00	95,000.00	52,165.00	94,000.00	90,000.00	-5.26%
500-00-45620-252-000	REC - VILLAGE WELLNESS PROGRAM	Revenues	0.00	1,500.00	10,050.00	1,500.00	260.00	1,500.00	1,500.00	0.00%
TOTAL REVENUES			564,497.40	498,287.52	561,038.99	556,016.00	221,891.77	535,805.00	552,515.00	-0.63%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
500-00-55310-110-000	REC ADMIN - WAGES	Expenses	0.00	0.00	269,284.00	193,080.00	110,123.00	197,800.00	199,350.00	3.25%
500-00-55310-125-000	RED ADMIN - HEALTH/LIFE INSUR	Expenses	0.00	0.00	0.00	50,708.00	34,163.80	50,708.00	54,496.32	7.47%
500-00-55310-130-000	REC ADMIN - WRS	Expenses	0.00	0.00	0.00	12,551.00	9,298.55	13,000.00	13,555.80	8.01%
500-00-55310-135-000	REC ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	11,971.00	10,352.86	12,500.00	12,359.70	3.25%
500-00-55310-140-000	REC ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	2,800.00	2,421.24	3,000.00	2,890.58	3.23%
500-00-55310-145-000	REC ADMIN - MEDICAL REIMBURSE	Expenses	0.00	0.00	0.00	0.00	865.35	1,500.00	1,500.00	100.00%
500-00-55310-110-001	REC EVEN/WEEKEND - WAGES	Expenses	0.00	0.00	41,146.00	36,000.00	22,642.00	41,000.00	29,410.00	-18.31%
500-00-55310-125-001	REC - EVEN/WEEKEND - HEALTH	Expenses	0.00	0.00	0.00	0.00	1.23	0.00	0.00	0.00%
500-00-55310-130-001	REC EVEN/WEEKEND - WRS	Expenses	0.00	0.00	0.00	0.00	14.04	75.00	884.00	100.00%
500-00-55310-135-001	REC EVEN/WEEKEND - SOC SEC	Expenses	0.00	0.00	0.00	0.00	90.32	200.00	1,823.42	100.00%
500-00-55310-140-001	REC EVEN/WEEKEND - MEDICARE	Expenses	0.00	0.00	0.00	0.00	21.11	50.00	426.45	100.00%
500-00-55310-145-001	REC EVEN/WEEKENDS-MED REIMBURS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
500-00-55310-110-002	REC PART-TIME SEASONAL - WAGES	Expenses	0.00	0.00	5,584.00	14,000.00	1,804.00	4,500.00	9,646.00	-31.10%
500-00-55310-125-002	REC PART-TIME/SEAS-HEALTH/LIFE	Expenses	0.00	0.00	0.00	0.00	1.46	0.00	0.00	0.00%
500-00-55310-130-002	REC PART-TIME/SEASONAL - WRS	Expenses	0.00	0.00	0.00	0.00	16.90	30.00	0.00	0.00%
500-00-55310-135-002	REC PART-TIME/SEASON - SOC SEC	Expenses	0.00	0.00	0.00	0.00	29.76	60.00	598.05	100.00%
500-00-55310-140-002	REC PART-TIME/SEASON -MEDICARE	Expenses	0.00	0.00	0.00	0.00	6.96	20.00	139.87	100.00%
500-00-55310-145-002	REC PART-TIME/SEAS-MED REIMBUR	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
500-00-55310-110-004	REC WBSD 4K - WAGES	Expenses	0.00	0.00	62,933.00	63,180.00	27,646.00	64,000.00	53,508.76	-15.31%
500-00-55310-125-004	REC WBSD 4K - HEALTH/LIFE INS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	32.28	100.00%
500-00-55310-130-004	REC WBSD 4K - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	100.00	3,098.36	100.00%
500-00-55310-135-004	REC WBSD 4K - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	0.00	0.00	100.00	3,317.54	100.00%
500-00-55310-140-004	REC WBSD 4K - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	300.00	775.88	100.00%
500-00-55310-145-004	REC WBSD 4K - MEDICAL REIMBURS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
500-00-55310-202-000	REC - EDUCATION/TRAVEL/DUES	Expenses	3,359.52	2,069.24	2,321.76	4,000.00	2,028.48	3,600.00	4,000.00	0.00%
500-00-55310-204-000	REC - PROGRAM / ACCT REFUNDS	Expenses	7,209.00	12,240.34	2,153.00	5,000.00	1,770.20	2,000.00	3,500.00	-30.00%
500-00-55310-205-000	REC - PROP/LIABLTY INSURANCE	Expenses	2,840.15	3,937.60	3,253.00	4,000.00	2,837.00	3,700.00	4,000.00	0.00%
500-00-55310-206-000	REC - COMPUTER EQUIPMENT	Expenses	575.12	242.97	1,340.28	600.00	0.00	0.00	600.00	0.00%
500-00-55310-207-000	REC - GAS / ELECTRIC	Expenses	35,723.35	29,881.95	34,767.99	33,000.00	24,140.29	37,000.00	35,902.00	8.79%
500-00-55310-208-000	REC - OFFICE SUPPLIES	Expenses	1,897.52	1,678.32	1,819.71	2,000.00	1,695.76	2,000.00	2,000.00	0.00%
500-00-55310-209-000	REC - WATER / SEWER	Expenses	2,619.74	2,300.05	2,656.06	2,000.00	1,274.52	2,700.00	2,700.00	35.00%
500-00-55310-210-000	REC - CELL PHONES	Expenses	1,155.00	1,620.00	1,680.00	1,800.00	350.00	1,800.00	1,800.00	0.00%
500-00-55310-211-000	REC - COMM CENTER PHONE	Expenses	1,945.02	1,846.14	2,003.62	2,000.00	1,343.49	3,000.00	1,500.00	-25.00%
500-00-55310-212-000	REC - SOFTWARE FEES & INTERNET	Expenses	3,311.70	3,084.40	7,666.86	7,800.00	8,187.59	10,000.00	7,000.00	-10.26%
500-00-55310-213-000	REC - BLDG EQUIPMENT / REPAIRS	Expenses	31,851.03	8,770.30	21,253.49	15,000.00	8,763.56	15,000.00	13,500.00	-10.00%
500-00-55310-214-000	REC - YOUTH PROGRAM SUPPLIES	Expenses	1,397.63	1,092.73	2,884.12	1,500.00	1,299.89	2,000.00	2,000.00	33.33%
500-00-55310-215-000	REC - JANITORIAL/BLDG SUPPLIES	Expenses	5,656.50	3,204.02	2,866.69	6,000.00	1,436.36	2,100.00	2,100.00	-65.00%
500-00-55310-216-000	REC - ADULT PROGRAM SUPPLIES	Expenses	867.48	280.54	922.40	1,200.00	295.57	1,000.00	1,000.00	-16.67%
500-00-55310-217-000	REC - SENIOR PROGRAMS	Expenses	2,336.86	599.09	1,353.52	1,500.00	428.58	1,000.00	1,000.00	-33.33%
500-00-55310-220-000	REC - SPECIAL EVENTS	Expenses	5,350.85	3,563.79	11,269.46	5,169.00	14,493.33	15,000.00	12,000.00	132.15%

Budget Worksheet

Recreation

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
500-00-55310-222-000	REC - PRINTING	Expenses	5,586.00	994	0.00	6,000.00	1,453.00	3,100.00	3,200.00	-46.67%
500-00-55310-224-000	REC - POSTAGE / COPIER	Expenses	8,218.00	8,579.38	5,649.27	7,000.00	2,062.23	4,100.00	5,600.00	-20.00%
500-00-55310-228-000	REC - STAFF UNIFORMS	Expenses	0	0	800.00	800.00	0.00	0.00	0.00	-100.00%
500-00-55310-230-000	REC - CONCESSIONS-RESALEABLE	Expenses	5,030.85	2,373.77	6,763.44	6,957.00	3,374.38	5,000.00	5,000.00	-28.13%
500-00-55310-232-000	REC - SUMMER TICKET SALES	Expenses	18,210.32	446	5,513.68	11,600.00	0.00	6,500.00	7,500.00	-35.34%
500-00-55310-254-000	REC - ADULT LEAGUES	Expenses	2,541.36	548.8	523.37	2,300.00	721.46	1,000.00	2,000.00	-13.04%
500-00-55310-258-000	REC - CONTRACTUAL SERVICES	Expenses	34,162.87	25,453.94	34,767.00	35,000.00	24,285.00	34,000.00	35,000.00	0.00%
500-00-55310-260-000	REC - VEHICLE MAINTENANCE	Expenses	39.6	0	0.00	0.00	0.00	0.00	0.00	0.00%
500-00-55310-262-000	REC - CONTINGENCY	Expenses	633.91	449.84	428.27	500.00	57.99	200.00	500.00	0.00%
500-00-55310-268-000	REC - CONCESSION STAND MAINT	Expenses	327.97	193	1,016.38	800.00	821.89	900.00	800.00	0.00%
500-00-55310-269-000	REC - FIRE/SECURITY MONITORING	Expenses	3,615.04	2,870.79	2,257.83	3,800.00	628.04	4,000.00	4,200.00	10.53%
500-00-55310-270-000	REC - SALES & TAX	Expenses	3,193.77	2,473.17	3,788.52	3,200.00	2,180.40	3,600.00	3,800.00	18.75%
500-00-55310-280-000	REC - WBSD 4K PROGRAM SUPPLIES	Expenses	60,412.05	60,883.66	0.00	0.00	0.00	0.00	1,000.00	100.00%
500-00-55310-282-000	REC - VILLAGE WELLNESS PROGRAM	Expenses	1,550.56	875.54	1,445.84	1,200.00	2,832.36	3,000.00	1,500.00	25.00%
TOTAL EXPENDITURES			251,618.77	182,553.37	542,112.56	556,016.00	328,267.70	556,243.00	552,515.00	-0.63%

Budget Worksheet

Hotel-Motel

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
150-00-41210-000-000	HOTEL/MOTEL - ROOM TAX	Revenues	48,483.82	32,076.75	45,948.46	40,000.00	32,272.93	40,000.00	55,500.00	38.75%
	TOTAL REVENUES		48,483.82	32,076.75	45,948.46	40,000.00	32,272.93	40,000.00	55,500.00	38.75%
Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
150-00-51100-395-000	HOTEL/MOTEL - ROOM TAX	Expenses	116,773.59	51,830.04	121,124.59	55,900.00	55,857.90	55,897.90	0.00	-100%
150-00-51100-395-001	HOTEL/MOTEL - COMMUNITY EVENTS/ADVERTISING	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00	100%
150-00-51100-395-002	HOTEL/MOTEL - WASHINGTON COUNTY SUPPORT	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	100%
150-00-51000-395-003	HOTEL/MOTEL - VILLAGE TOURISM/PROMOTION	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	17,500.00	100%
	TOTAL EXPENDITURES		116,773.59	51,830.04	121,124.59	55,900.00	55,857.90	55,897.90	55,500.00	-0.72%

Budget Worksheet

Park Fund

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
800-00-45830-000-000	PARK FUND - FEES COLLECTED	Revenues	66,410.00	24,300.00	60,100.00	40,000.00	6,800.00	10,000.00	10,200.00	-74.50%
800-00-48110-000-000	PARK FUND - INT ON INVESTMENTS	Revenues	4,088.99	1,157.29	152.86	100.00	674.18	1,000.00	100.00	0.00%
	TOTAL REVENUES		70,498.99	25,457.29	60,252.86	40,100.00	7,474.18	11,000.00	10,300.00	-74.31%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/10/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
800-00-55210-420-000	PARK FUND - IMPACT PROJECTS	Expenses	0.00	0.00	94,748.86	200,000.00	19,998.82	19,998.82	106,000.00	-47.00%
800-00-55210-421-000	PARK FUND - PLAY APPARATUS	Expenses	108,193.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL EXPENDITURES		108,193.67	0.00	94,748.86	200,000.00	19,998.82	19,998.82	106,000.00	-47.00%

Budget Worksheet

Water

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
200-00-45612-000-632	WATER - IMPACT FEE	Revenues	86,909.36	56,048.00	56,580.00	20,500.00	8,200.00	25,830.00	25,000.00	21.95%
200-00-46100-451-000	WATER - RESIDENT METERED SALES	Revenues	623,465.74	658,420.12	677,174.40	725,000.00	326,501.72	710,000.00	750,000.00	3.45%
200-00-46100-452-000	WATER - COMMERC METERED SALES	Revenues	73,697.12	77,030.21	83,647.53	85,000.00	39,504.00	79,008.00	90,000.00	5.88%
200-00-46100-453-000	WATER - INDUSTRIAL METERED SALES	Revenues	63,347.39	66,185.84	51,900.47	65,000.00	24,492.47	53,000.00	85,000.00	30.77%
200-00-46100-454-000	WATER - PUBL AUTH METERED SLS	Revenues	10,113.62	9,083.10	11,285.00	7,000.00	5,901.30	9,737.15	12,498.00	78.54%
200-00-46100-455-000	WATER - MULTI FAMILY RESIDENT	Revenues	49,680.80	87,307.37	54,786.26	95,000.00	41,935.70	83,870.00	95,000.00	0.00%
200-00-46100-461-000	WATER - PUBL AUTH / PRIV FIRE	Revenues	2,527.62	2,186.46	2,320.58	0.00	1,203.00	1,984.95	0.00	0.00%
200-00-46100-462-000	WATER - PRIVATE FIRE PROTECTN	Revenues	47,721.93	47,613.90	48,348.64	50,000.00	24,393.66	48,788.00	60,000.00	20.00%
200-00-46100-463-000	WATER - PUBLIC FIRE PROTECTION	Revenues	400,919.66	375,703.88	422,166.93	390,664.00	198,418.47	396,838.00	417,000.00	6.74%
200-00-46100-470-000	WATER - PENALTIES	Revenues	4,845.67	2,432.01	4,175.62	3,000.00	1,614.07	3,228.00	3,000.00	0.00%
200-00-46100-471-000	WATER - SERVICE REVENUES	Revenues	1,641.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-46100-474-000	WATER - OTHER WATER REVENUES	Revenues	4,433.00	4,539.00	4,566.00	0.00	0.00	0.00	0.00	0.00%
200-00-46100-500-000	WATER - RADIO READ CONTROL	Revenues	1,000.00	500.00	125.00	0.00	125.00	206.25	1,000.00	100.00%
200-00-46200-419-000	WATER - INTEREST ON INVESTMNTS	Revenues	6,656.21	732.43	103.88	1,000.00	565.43	932.96	0.00	-100.00%
200-00-46200-421-000	WATER - CONTRIBUTIONS	Revenues	0.00	349,500.00	174,254.00	0.00	0.00	0.00	0.00	0.00%
200-00-46200-426-000	WATER - INCOME DEDUCTION	Revenues	-255,940.90	-265,919.59	-269,901.72	0.00	0.00	0.00	25,000.00	100.00%
200-00-46200-500-000	WATER - BULK WATER USAGE	Revenues	3,350.40	18,867.00	19,332.14	12,000.00	31,976.40	52,761.06	0.00	-100.00%
200-00-46200-550-000	WATER - PRIVATE WELL PERMIT	Revenues	0.00	1,520.00	20.00	0.00	0.00	0.00	0.00	0.00%
200-00-46412-000-474	WATER - OTHER OPERATING REVEN	Revenues	0.00	0.00	351.20	0.00	0.00	0.00	0.00	0.00%
200-00-46500-000-419	WATER - MISC REVENUE	Revenues	0.00	7,122.22	16,189.47	0.00	0.00	0.00	0.00	0.00%
200-00-48610-000-000	WATER - SALE OF PROPERTY	Revenues	0.00	0.00	0.00	0.00	17,600.00	29,040.00	0.00	0.00%
TOTAL REVENUES			1,124,369.40	1,498,871.95	1,357,425.40	1,454,164.00	722,431.22	1,495,224.37	1,563,498.00	7.52%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
200-00-51104-000-000	WATER - TWIN CREEKS	Expenses	781.62	706.35	634.91	0.00	375.38	619.38	0.00	0.00%
200-00-52000-110-000	WATER PUMPING PLANT - WAGES	Expenses	0.00	0.00	28,058.94	42,118.00	12,158.52	42,118.00	43,761.00	3.90%
200-00-52000-125-000	WATER PUMPING PLANT - HEALTH	Expenses	0.00	0.00	0.00	8,332.00	3,736.10	6,164.57	8,897.00	6.78%
200-00-52000-130-000	WATER PUMPING PLANT - WRS	Expenses	0.00	0.00	0.00	2,693.00	857.45	1,414.79	2,976.00	10.51%
200-00-52000-135-000	WATER PUMPING PLANT - SOC SEC	Expenses	0.00	0.00	0.00	2,568.00	778.98	1,285.32	2,713.00	5.65%
200-00-52000-140-000	WATER PUMPING PLANT - MEDICARE	Expenses	0.00	0.00	0.00	639.00	182.22	300.66	635.00	-0.63%
200-00-52000-145-000	WATER PUMPING PLANT - MED REIM	Expenses	0.00	0.00	0.00	0.00	75.48	124.54	0.00	0.00%
200-00-52000-622-000	WATER - UTILITIES	Expenses	60,295.38	54,436.15	55,882.87	70,000.00	42,111.66	69,484.24	75,000.00	7.14%
200-00-52000-623-000	WATER - PUMP PLANT OPERATIONS	Expenses	18,850.59	22,227.59	36,219.54	22,000.00	12,678.19	20,919.01	22,000.00	0.00%
200-00-52000-623-300	WATER - PUMP PLANT EQUIPMENT	Expenses	5,055.24	2,526.14	12,004.19	17,000.00	6,275.32	10,354.28	16,000.00	-5.88%
200-00-52000-624-000	WATER - TELEPHONE	Expenses	672.43	959.95	2,267.53	2,000.00	1,218.54	1,800.00	2,000.00	0.00%
200-00-52000-625-300	WATER - PUMPING MAINTENANCE	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-52000-625-301	WATER - BUILDING / GROUNDS	Expenses	7,969.38	31,439.74	16,562.79	175,000.00	10,508.44	100,000.00	175,000.00	0.00%
200-00-52000-625-403	WATER - WELL MAINTENANCE	Expenses	1,640.50	55,794.00	0.00	50,000.00	0.00	50,000.00	50,000.00	0.00%
200-00-52000-625-405	WATER - WATER TOWER MAINT	Expenses	0.00	0.00	0.00	47,000.00	17.98	15,800.00	20,000.00	-57.45%
200-00-53000-110-000	WATER DIGGERS HOTLINE - WAGES	Expenses	0.00	0.00	16,651.00	7,113.00	5,389.00	7,113.00	5,365.00	-24.57%
200-00-53000-125-000	WATER DIGGERS HOTLINE - HEALTH	Expenses	0.00	0.00	0.00	4,356.00	2,417.94	3,989.60	3,286.00	-24.56%
200-00-53000-130-000	WATER DIGGERS HOTLINE - WRS	Expenses	0.00	0.00	0.00	651.00	413.05	681.53	730.00	12.14%
200-00-53000-135-000	WATER DIGGERS - SOCIAL SECURIT	Expenses	0.00	0.00	0.00	621.00	344.51	568.44	665.00	7.09%
200-00-53000-140-000	WATER DIGGERS HOT - MEDICARE	Expenses	0.00	0.00	0.00	145.00	80.56	132.92	156.00	7.59%
200-00-53000-145-000	WATER DIGGERS HOTLINE - MED RE	Expenses	0.00	0.00	0.00	0.00	57.46	94.81	0.00	0.00%
200-00-53000-631-000	WATER - TREATMENT CHEMICALS	Expenses	22,342.90	22,139.21	23,531.36	22,000.00	11,737.13	19,366.26	25,000.00	13.64%
200-00-53000-632-000	WATER DIGGERS HOTLINE EXPENSES	Expenses	0.00	0.00	0.00	0.00	1,048.62	1,730.22	1,000.00	100.00%
200-00-54000-110-000	WATER DISTRIBUTION - WAGES	Expenses	0.00	0.00	246,096.00	191,898.00	84,458.00	191,898.00	208,621.00	8.71%
200-00-54000-125-000	WATER DISTRIBUTION - HEALTH	Expenses	0.00	0.00	0.00	53,456.00	24,234.54	39,986.99	44,760.00	-16.27%
200-00-54000-130-000	WATER DISTRIBUTION - WRS	Expenses	0.00	0.00	0.00	10,328.00	5,346.23	8,821.28	13,370.00	29.45%
200-00-54000-135-000	WATER DISTRIBUTION - SOC SECUR	Expenses	0.00	0.00	0.00	9,852.00	5,112.19	8,435.11	12,191.00	23.74%
200-00-54000-140-000	WATER DISTRIBUTION - MEDICARE	Expenses	0.00	0.00	0.00	2,304.00	1,195.63	1,972.79	3,025.00	31.29%
200-00-54000-145-000	WATER DISTRIBUTION - MED REIMB	Expenses	0.00	0.00	0.00	0.00	659.86	1,088.77	0.00	0.00%
200-00-54000-641-300	WATER - TOOLS	Expenses	288.79	1,122.29	7,223.26	6,000.00	696.79	6,000.00	6,000.00	0.00%
200-00-54000-650-300	WATER - ENERGENICS MONITORING	Expenses	21.95	0.00	3,346.83	4,500.00	722.53	4,500.00	5,000.00	11.11%
200-00-54000-650-301	WATER - CATHODIC PROTECTION	Expenses	2,055.00	2,115.00	2,160.00	3,000.00	0.00	3,000.00	3,000.00	0.00%
200-00-54000-650-404	WATER - THERMAL BONDING	Expenses	2,090.00	1,160.00	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00%
200-00-54000-651-000	WATER - MAINTENANCE OF MAINS	Expenses	1,593.99	1,800.00	1,374.88	0.00	7.98	13.17	0.00	0.00%
200-00-54000-651-300	WATER - REPAIR/REPLACE MAINS	Expenses	33,513.35	76,676.50	106,695.31	50,000.00	10,565.90	3,000.00	50,000.00	0.00%
200-00-54000-651-402	WATER - SYSTEM STUDY	Expenses	14,854.83	2,883.75	6,625.00	20,000.00	585.00	20,000.00	20,000.00	0.00%
200-00-54000-651-403	WATER - SYSTEM MAPPING	Expenses	3,386.88	5,604.16	5,551.61	25,000.00	5,224.77	20,000.00	25,000.00	0.00%
200-00-54000-653-000	WATER - METERS/REGISTERS/WIRE	Expenses	17,437.85	1,678.92	19,864.92	75,000.00	43,900.41	72,435.68	75,000.00	0.00%
200-00-54000-653-301	WATER - LARGE METER TESTING	Expenses	683.85	2,528.01	860.15	3,500.00	1,518.25	1,600.00	3,500.00	0.00%

Budget Worksheet

Water

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
200-00-54000-654-000	WATER - HYDRANT MAINTENANCE	Expenses	10,139.17	1,165.50	1,750.71	4,000.00	0.00	4,000.00	4,000.00	0.00%
200-00-54000-654-300	WATER - HYDRANT PAINTING	Expenses	0.00	0.00	4,875.00	8,000.00	0.00	0.00	10,000.00	25.00%
200-00-55000-110-000	WATER ACCT/BILLING - WAGES	Expenses	0.00	0.00	33,089.00	35,394.00	15,503.00	35,394.00	36,748.00	3.83%
200-00-55000-125-000	WATER ACCT/BILLING - HEALTH	Expenses	0.00	0.00	0.00	10,913.00	6,353.00	10,913.00	11,661.00	6.85%
200-00-55000-130-000	WATER ACCT/BILLING -WRS	Expenses	0.00	0.00	0.00	1,696.00	1,048.90	1,730.69	2,499.00	47.35%
200-00-55000-135-000	WATER ACCT/BILLING - SOC SEC	Expenses	0.00	0.00	0.00	1,618.00	1,018.63	1,680.74	2,279.00	40.85%
200-00-55000-140-000	WATER ACCT/BILLING - MEDICARE	Expenses	0.00	0.00	0.00	378.00	238.22	393.06	0.00	-100.00%
200-00-55000-145-000	WATER ACCT/BILLING - MED REIMB	Expenses	0.00	0.00	0.00	0.00	145.50	240.08	0.00	-100.00%
200-00-55000-110-001	WATER METER READING - WAGES	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-125-001	WATER METER READING - HEALTH	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-130-001	WATER METER READING - WRS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-135-001	WATER METER READING - SOC SEC	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-140-001	WATER METER READING - MEDICARE	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-145-001	WATER METER READING - REIMBURS	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200-00-55000-923-300	WATER - CELL PHONES	Expenses	684.77	534.38	892.46	1,600.00	400.00	1,200.00	1,600.00	0.00%
200-00-55000-923-301	WATER - AUDIT / ACCOUNTNG	Expenses	8,650.00	9,700.00	1,200.00	15,000.00	7,175.00	11,838.75	15,000.00	0.00%
200-00-57000-110-000	WATER ADMIN - WAGES	Expenses	0.00	0.00	49,680.00	36,379.00	19,502.00	49,680.00	37,900.00	4.18%
200-00-57000-125-000	WATER ADMIN - HEALTH & LIFE	Expenses	0.00	0.00	0.00	8,465.00	8,076.74	13,326.62	9,083.00	7.30%
200-00-57000-130-000	WATER ADMIN - WRS	Expenses	0.00	0.00	0.00	2,365.00	1,452.48	2,396.59	2,577.00	8.96%
200-00-57000-135-000	WATER ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	2,255.00	1,245.62	2,055.27	2,350.00	4.21%
200-00-57000-140-000	WATER ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	527.00	291.30	480.65	550.00	4.36%
200-00-57000-145-000	WATER ADMIN - MED REIMBURSE	Expenses	0.00	0.00	0.00	0.00	110.54	182.39	0.00	-100.00%
200-00-57000-921-000	WATER - OFFICE SUPPLIES	Expenses	1,705.56	1,736.75	1,652.89	2,000.00	565.85	1,500.00	2,000.00	0.00%
200-00-57000-921-300	WATER - POSTAGE/COPIES	Expenses	4,252.68	4,900.64	6,347.97	7,000.00	4,377.32	7,222.58	9,000.00	28.57%
200-00-57000-922-000	WATER - UNIFORMS/SAFETY EQUIP	Expenses	1,294.69	1,460.30	2,751.28	6,000.00	1,093.83	1,804.82	6,000.00	0.00%
200-00-57000-924-000	WATER - PROP/LIABLTY INSURANCE	Expenses	48,282.46	61,032.80	69,398.00	61,000.00	60,531.00	61,000.00	67,100.00	10.00%
200-00-57000-928-000	WATER - REGULATORY COMM	Expenses	0.00	493.90	617.09	3,500.00	542.00	2,000.00	3,500.00	0.00%
200-00-57000-930-000	WATER - GENERAL EXPENSES	Expenses	2,407.55	4,179.16	2,251.31	10,000.00	1,411.65	5,000.00	10,000.00	0.00%
200-00-57000-930-300	WATER - EDUC / TRAVEL / DUES	Expenses	5,269.33	3,951.86	6,966.65	8,000.00	6,168.50	8,000.00	9,000.00	12.50%
200-00-57000-930-301	WATER - EMERGNCY RESPNSE REPTS	Expenses	0.00	1,025.00	1,025.00	2,000.00	1,025.00	1,025.00	2,000.00	0.00%
200-00-57000-931-000	WATER - FORMS/PRINTING	Expenses	144.00	402.00	168.50	1,000.00	977.50	1,400.00	3,000.00	200.00%
200-00-57000-933-000	WATER - FUEL / LUBRICANTS	Expenses	6,198.27	4,374.79	6,293.23	10,000.00	4,012.80	7,000.00	10,000.00	0.00%
200-00-57000-933-300	WATER - VEHICLE MAINT / EQUIP	Expenses	423.43	316.00	6,519.19	9,000.00	183.58	5,000.00	9,000.00	0.00%
200-00-57000-933-400	WATER - NEW PICKUP TRUCK	Expenses	0.00	0.00	0.00	0.00	0.00	0.00	45,000.00	100.00%
200-00-57000-933-452	WATER - SCADA SYSTEM	Expenses	8,717.59	7,392.88	7,235.72	15,000.00	7,794.38	12,860.73	15,000.00	0.00%
200-00-58000-408-300	WATER - PSC ANNUAL ASSESSMNT	Expenses	1,267.33	1,494.99	1,588.00	0.00	0.00	0.00	0.00	0.00%
200-00-58000-408-301	WATER - PYMNT IN LIEU OF TAXES	Expenses	248,379.00	252,562.00	308,049.00	260,000.00	0.00	310,000.00	310,000.00	19.23%
	TOTAL EXPENDITURES		541,350.36	642,520.71	1,103,962.09	1,454,164.00	447,934.95	1,298,138.33	1,563,498.00	7.52%

Budget Worksheet
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Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
300-00-45611-610-622	SEWER - RESIDENTIAL METERED	Revenues	1,187,329.11	1,222,905.85	1,239,011.29	1,283,263.00	603,066.56	995,059.82	1,288,244.00	0.39%
300-00-45611-611-622	SEWER - COMMERCIAL METERED	Revenues	149,235.86	154,948.76	171,356.73	205,981.00	83,405.12	137,618.45	195,000.00	-5.33%
300-00-45611-612-622	SEWER - INDUSTRIAL METERED	Revenues	174,539.03	97,092.58	56,542.41	50,000.00	27,388.43	45,190.91	56,000.00	12.00%
300-00-45611-613-622	SEWER - INDUSTRIAL SURCHARGES	Revenues	19,841.10	66,217.79	53,815.19	60,000.00	32,021.24	52,835.05	60,000.00	0.00%
300-00-45611-615-622	SEWER - PUBLIC AUTHORITIES	Revenues	19,053.85	17,458.25	21,432.18	15,000.00	8,765.51	14,463.09	15,000.00	0.00%
300-00-45611-616-622	SEWER - HOLDING / SEPTIC TANK	Revenues	220,097.80	205,555.81	209,458.10	200,000.00	155,645.35	256,814.83	200,000.00	0.00%
300-00-45611-617-622	SEWER - MULTI FAMILY METERED	Revenues	102,127.25	110,700.48	109,830.11	110,000.00	31,532.90	52,029.29	110,000.00	0.00%
300-00-45612-000-631	SEWER - FORFEITED DISCOUNTS	Revenues	6,466.92	2,883.48	5,434.17	0.00	2,011.76	3,319.40	0.00	0.00%
300-00-45612-000-632	SEWER - CONNECTION FEES	Revenues	372,000.00	198,479.00	272,000.00	100,000.00	40,000.00	66,000.00	100,000.00	0.00%
300-00-45612-000-633	SEWER - S.INTERCPTN IMPACT FEE	Revenues	12,430.00	389,164.00	4,902.00	0.00	387.00	638.55	0.00	0.00%
300-00-45614-000-420	SEWER - PRIVATE WELL TESTING	Revenues	1,040.00	1,490.00	1,320.00	0.00	820.00	1,353.00	0.00	0.00%
300-00-45614-000-421	SEWER - NON-OPERATING INCOME	Revenues	0.00	13,887.36	1,877.06	0.00	2,307.44	3,807.28	0.00	0.00%
300-00-48110-000-419	SEWER - INTERST ON TEMP INVEST	Revenues	59,155.40	15,024.06	1,951.14	0.00	11,432.54	18,863.69	0.00	0.00%
300-00-49000-951-000	SEWER - SPECIAL ASSESSMENTS	Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUES			2,323,316.32	2,495,807.42	2,148,930.38	2,024,244.00	998,783.85	1,647,993.36	2,024,244.00	0.00%

Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
300-00-57310-110-000	SEWER SUPERVISION/LABOR -WAGES	Expenses	0.00	0.00	350,221.95	281,306.00	135,852.36	281,306.00	286,749.00	1.93%
300-00-57310-125-000	SEWER SUPERVISION/LABOR-HEALTH	Expenses	0.00	0.00	0.00	51,465.00	41,473.11	68,430.63	54,745.00	6.37%
300-00-57310-130-000	SEWER SUPERVISION/LABOR - WRS	Expenses	0.00	0.00	0.00	14,515.00	9,432.95	15,564.37	19,499.00	34.34%
300-00-57310-135-000	SEWER SUPERVISION/LABOR - SS	Expenses	0.00	0.00	0.00	13,845.00	8,848.90	14,600.69	17,779.00	28.41%
300-00-57310-140-000	SEWER SUPERVISION/LABOR-MEDICA	Expenses	0.00	0.00	0.00	3,238.00	2,069.48	3,414.64	4,158.00	28.41%
300-00-57310-145-002	SEWER SUPERVISION - MED REIMBU	Expenses	0.00	0.00	0.00	0.00	1,004.86	1,658.02	0.00	-100.00%
300-00-57310-110-001	SEWER DIGGERS HOTLINE -WAGES	Expenses	0.00	0.00	6,574.72	7,113.00	4,228.77	7,113.00	5,365.00	-24.57%
300-00-57310-125-001	SEWER DIGGERS HOTLINE - HEALTH	Expenses	0.00	0.00	0.00	0.00	215.02	0.00	3,286.00	100.00%
300-00-57310-130-001	SEWER DIGGERS HOTLINE - WRS	Expenses	0.00	0.00	0.00	0.00	15.28	0.00	365.00	100.00%
300-00-57310-135-001	SEWER DIGGERS HOTLINE- SOC SEC	Expenses	0.00	0.00	0.00	0.00	12.12	0.00	333.00	100.00%
300-00-57310-140-001	SEWER DIGGERS HOTLINE-MEDICARE	Expenses	0.00	0.00	0.00	0.00	2.83	0.00	78.00	100.00%
300-00-57310-145-001	SEWER DIGGERS HOTLINE - MED RE	Expenses	0.00	0.00	0.00	0.00	43.59	71.92	0.00	0.00%
300-00-57310-822-000	SEWER DIGGERS HOTLINE EXPENSES	Expenses	0.00	0.00	0.00	0.00	514.42	848.79	20,000.00	0.00%
300-00-57310-823-300	SEWER - CHLORINE	Expenses	3,074.14	2,558.84	2,198.25	3,000.00	2,199.89	3,629.82	3,500.00	16.67%
300-00-57310-823-301	SEWER - ALUMINUM SULFATE	Expenses	27,821.17	21,592.81	35,928.78	54,000.00	19,299.41	31,844.03	54,000.00	0.00%
300-00-57310-823-302	SEWER - POLYMER	Expenses	5,287.50	5,467.50	4,590.00	5,000.00	4,455.00	7,350.75	8,000.00	60.00%
300-00-57310-823-303	SEWER - SODIUM BISULFATE	Expenses	2,676.01	2,452.77	3,050.81	3,000.00	2,481.09	4,093.80	3,500.00	16.67%
300-00-57310-823-304	SEWER - CHEMICALS	Expenses	302.7	414.99	343.00	1,500.00	728.19	1,201.51	1,500.00	0.00%
300-00-57310-825-000	SEWER - LAB TIME / SUPPLIES	Expenses	7,917.41	10,995.60	8,740.11	12,000.00	4,814.93	7,944.63	1,200.00	-90.00%
300-00-57310-827-000	SEWER - OPERATION SUPPLIES	Expenses	7,768.18	5,131.05	6,310.79	8,000.00	994.65	1,641.17	8,000.00	0.00%
300-00-57310-828-000	SEWER - TRANSPORTATION	Expenses	4,236.66	3,033.70	9,359.17	15,000.00	3,653.43	6,028.16	15,000.00	0.00%
300-00-57310-829-000	SEWER - UTILITIES	Expenses	129,209.87	128,988.87	140,812.98	140,000.00	84,607.39	139,602.19	150,000.00	7.14%
300-00-57310-830-000	SEWER - UNIFORMS/SAFETY EQUIP	Expenses	3,395.54	1,902.64	2,047.79	8,000.00	1,614.98	2,664.72	8,000.00	0.00%
300-00-57310-831-000	SEWER - SLUDGE TESTING	Expenses	98.03	703.5	28.97	1,500.00	0.00	0.00	1,500.00	0.00%
300-00-57320-831-000	SEWER - COLLECT SYSTEM MAINT	Expenses	31,487.42	79,305.47	31,585.28	60,000.00	9,278.03	15,308.75	60,000.00	0.00%
300-00-57320-833-000	SEWER - EQUIPMENT MAINTENANCE	Expenses	38,890.05	44,818.04	87,601.53	50,000.00	17,167.34	28,326.11	50,000.00	0.00%
300-00-57320-834-000	SEWER - BLDGS / GROUNDS MAINT	Expenses	65,813.13	102,292.93	83,586.15	135,000.00	47,164.89	77,822.07	136,700.00	1.26%
300-00-57330-000-842	SEWER - JOINT METERING COSTS	Expenses	37,803.00	38,745.00	39,231.00	0.00	0.00	0.00	0.00	-100.00%
300-00-57340-110-000	SEWER ADMIN - WAGES	Expenses	0.00	0.00	43,158.00	36,379.00	20,416.00	36,379.00	37,900.00	4.18%
300-00-57340-125-000	SEWER ADMIN - HEALTH & LIFE	Expenses	0.00	0.00	0.00	8,465.00	5,466.66	9,019.99	11,661.00	37.76%
300-00-57340-130-000	SEWER ADMIN - WRS	Expenses	0.00	0.00	0.00	2,365.00	1,450.26	2,392.93	2,577.00	8.96%
300-00-57340-135-000	SEWER ADMIN - SOCIAL SECURITY	Expenses	0.00	0.00	0.00	2,255.00	1,314.86	2,169.52	2,350.00	4.21%
300-00-57340-140-000	SEWER ADMIN - MEDICARE	Expenses	0.00	0.00	0.00	527.00	307.50	507.38	550.00	4.36%
300-00-57340-145-000	SEWER ADMIN - MEDICAL REIMBURS	Expenses	0.00	0.00	0.00	0.00	108.68	179.32	0.00	-100.00%
300-00-57340-110-001	SEWER ACCT/BILLING - WAGES	Expenses	0.00	0.00	32,811.45	35,394.00	14,008.28	35,394.00	36,748.00	3.83%
300-00-57340-125-001	SEWER ACCT/BILLING - HEALTH	Expenses	0.00	0.00	0.00	10,913.00	7,090.01	11,698.52	11,661.00	6.85%
300-00-57340-130-002	SEWER ACCT/BILLING - WRS	Expenses	0.00	0.00	0.00	1,697.00	1,039.01	1,714.37	2,500.00	47.32%
300-00-57340-135-003	SEWER ACCT/BILLING - SOC SECUR	Expenses	0.00	0.00	0.00	1,618.00	914.34	1,508.66	2,279.00	40.85%
300-00-57340-140-004	SEWER ACCT/BILLING - MEDICARE	Expenses	0.00	0.00	0.00	378.00	213.82	352.80	533.00	41.01%
300-00-57340-145-001	SEWER ACCT/BILLING - MED REIMB	Expenses	0.00	0.00	0.00	0.00	144.64	238.66	0.00	-100.00%
300-00-57340-851-000	SEWER - OFFICE SUPPLIES	Expenses	227.31	404.93	112.48	1,000.00	0.00	0.00	1,000.00	0.00%
300-00-57340-853-000	SEWER - PROP / LIAB INSURANCE	Expenses	66,270.05	63,001.60	70,482.00	65,000.00	61,476.00	62,000.00	68,200.00	4.92%
300-00-57340-860-000	SEWER - AUDIT / ACCOUNTNG FEES	Expenses	8,650.00	8,700.00	1,200.00	15,000.00	7,175.00	11,838.75	15,000.00	0.00%
300-00-57340-861-000	SEWER - METER CALIBRATION	Expenses	0.00	0.00	350.00	5,000.00	0.00	0.00	5,000.00	0.00%
300-00-57340-862-000	SEWER - SLUDGE HAULING	Expenses	65,405.63	63,350.10	72,235.47	80,000.00	52,971.81	87,403.49	90,000.00	12.50%
300-00-57340-863-000	SEWER - INDUSTRIAL MONITORING	Expenses	23,243.25	10,012.00	8,172.00	10,000.00	3,180.00	5,247.00	10,000.00	0.00%
300-00-57340-867-000	SEWER - CELL/TELEPHONES	Expenses	1,987.44	1,959.92	1,892.95	3,000.00	1,371.62	2,263.17	3,000.00	0.00%
300-00-57340-870-000	SEWER - SCADA SYSTEMS	Expenses	662.48	6,407.31	3,845.45	6,000.00	2,424.19	3,999.91	6,000.00	0.00%

Budget Worksheet

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Account Number	Short account description	Account Type	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Actual 12/31/2021	2022 Budget	2022 Actual 08/09/2022	2022 Project Year-End	2023 Proposed Budget	Percent Difference
300-00-57340-872-000	SEWER - POSTAGE	Expenses	3,796.27	3,753.52	5,175.84	7,000.00	4,174.76	6,888.35	9,000.00	28.57%
300-00-57340-877-000	SEWER - METAL / BIOESSAY TESTS	Expenses	6,918.00	6,658.00	14,310.00	10,000.00	3,865.29	6,377.73	10,000.00	0.00%
300-00-57350-864-000	SEWER - EDUCATION/TRAVEL/DUES	Expenses	4,860.98	2,559.13	4,256.99	7,000.00	3,441.70	5,678.81	70,000.00	900.00%
300-00-57350-865-000	SEWER - DNR ENVIRONMENTAL FEE	Expenses	9,467.04	9,241.71	9,612.90	12,000.00	8,322.12	13,731.50	12,000.00	0.00%
300-00-57350-866-000	SEWER - EMERGENCY RESPONSE BRD	Expenses	0.00	405.00	405.00	500.00	405.00	405.00	500.00	0.00%
300-00-58300-701-000	SEWER - REPLACEMENT FUND	Expenses	76,117.21	96,958.70	10,122.41	273,600.00	4,146.95	273,600.00	273,600.00	0.00%
300-00-58300-710-000	SEWER - CONTINGENCY	Expenses	3,912.00	0.00	27.99	460,784.00	0.00	0.00	310,928.00	-32.52%
300-00-58300-715-000	SEWER - COMPUTER SOFTWARE UPGRD	Expenses	7,011.50	6,285.45	6,271.40	12,000.00	8,194.93	12,000.00	12,000.00	0.00%
300-00-58300-716-000	SEWER - TOOLS	Expenses	3,032.01	1,338.78	1,997.56	4,000.00	210.00	4,000.00	4,000.00	0.00%
300-00-58300-722-000	SEWER - THERMAL BONDING	Expenses	0.00	1,732.50	0.00	2,000.00	0.00	2,000.00	2,000.00	0.00%
300-00-58300-729-000	SEWER - DIGESTER FILTER STUDY	Expenses	14,961.41	23,478.70	29,719.80	80,000.00	33,707.10	55,616.72	100,000.00	25.00%
TOTAL EXPENDITURES			662,303.39	754,651.06	1,128,370.97	2,021,357.00	649,713.44	1,375,071.35	2,024,244.00	0.14%



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MEMO

TO: Mike Schwab, Village President; Board of Trustees

FROM: Jen Keller, Village Administrator

RE: Village Web Redesign - Recommendation to Contract for Civic Plus Central Web Service and Civic Clerk Agenda and Packet Management Platform

DATE: October 18, 2022

Staff engaged with vendors in July of this year to request web redesign proposals and carry those proposals forward to the Village Board for consideration of a 2022/2023 web redesign and/or migration to a different platform if warranted. The Village currently contracts with GovOffice for web hosting and support services. Staff met with the following three (3) vendors: GovOffice, Revize, and CivicPlus. All vendors meet ADA accessibility requirements mandated of governmental sites.

Company	Contract Terms	First Year	Annual Payment
GovOffice	4 Years	\$3,995.00	\$3,995.00
Revize	4 Years	\$18,400.00	\$2,100.00
CivicPlus – Engage Open	Year to Year	None	\$6,000.00 + 5% year 2
CivicPlus – Engage Central	Year to Year	\$19,211.00	\$4,200.00 + 3% year 4
CivicClerk - (optional)	Year to Year	\$10,685	\$3,675.00
CivicPlus Engage Central + Civic Clerk Package		\$15,000.01	\$6,000.01 + 3% year 4

All three (3) vendors have proposed websites that cosmetically present very well. The goals identified by Staff for a new website also focused on improved functionality for visitors and increased engagement for services via a document and forms function, multi-use sign on, a fully integrated calendar program, request for services submittal so citizens can report a concern, and an alerting functionality that sends text/email alerts to subscribers wanting to know when an agenda is added or calendar item is added or news item is updated. More detail will be provided within the “summary of quotes and review” section of this memo regarding the functionality of CivicClerk. Funds are available for the year one obligation to be satisfied in 2022 and annual costs to commence in November of 2023. Annual site support costs would be satisfied by contributions from both the Tourism Fund and the General Fund.

Summary of Quotes and Review

GovOffice –The timeline to complete the project was 14 weeks. An annual payment guaranteed for minimum of 8 years would include two (2) website design refreshers. Staff did not recommend approving this proposal as there are no improvements to the site administration process and site itself would not offer visitors an improved experience. It was simply a cosmetic improvement to the site, and “status quo” for outdated and limited backend editing capabilities. Services not included in the proposal, but available a la carte for an additional fee included: Connect (\$4495 year 1 and \$3995 annually), Meetings Manager (\$5495 year 1 and \$3995 annually), Service Tracker (\$4795 year 1 and \$3995 annually).

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Revize – The proposal included a timeline of 17-23 weeks to complete the migration and “go live”. Proposal also included a website design refresher after 4 years, subject to signing a 5-year agreement. No options were provided to add a connect service, meetings manager, or a service tracker. Staff did not recommend selection of this vendor as the costs to migrate to Revize could not be justified as this vendor did not demonstrate any functional improvements compared to the current site nor did it improve the visitor experience.

CivicPlus Engage Open – This is the most basic web platform of three tiers offered by CivicPlus, and is comparable to the functionality of the current Village site hosted by GovOffice. The proposal included a project timeline of 10-12 weeks for content migration and “go live”. The proposal included a redesign in four years. The platform itself was considered continuity for Staff with the exception of the ability to send subscriber email notifications and Village code searchability on their website. Otherwise, Staff opined there was not significant improved functionality such as meetings manager, capability for service tracking, or multi-user sign on.

CivicPlus Engage Central – This is the second tier platform offered by Civic Plus. Civic Engage Central offers all website capabilities Staff sought for the next Village Website. The Civic Plus Engage Central proposal included a price option for the stand alone web platform, and a price to package the website service with the Civic Clerk agenda and meeting packet management platform. For a website migration, a timeline of 16-28 weeks was proposed. The Engage Central site offers a significantly upgraded visitor experience and upgraded content editing experience via live page editing and back-end page editing. Modules included in pricing are service tracking, integrated calendar module, staff directory and facility directory module, image repository module, forms center module, text/email notifications, and multi-user accounts for different levels of permissions for editing. Future opportunities for logo redesign or 4-8 year website redesigns were also mentioned as a service available to clients if requested in the future.

Civic Clerk - The product “CivicClerk” mentioned in the proposal summary table is a platform Staff inquired about while meeting with CivicPlus Staff. CivicClerk is a CivicPlus product that is offered as a service that can be integrated within a CivicPlus site. CivicClerk is an online agenda and meeting management system which allows for improved workflow management for Staff creating packet materials, improved online access for board members and citizens via a meeting documentation portal, and improved site searchability that allows any visitor to search for meeting topics. Other vendors provide a similar meeting packet management product, which are all utilized by many public institutions that create public meeting packets routinely such as cities, villages, counties, and schools. There are routinely 5-6 public meeting packets posted by Village of Jackson Staff, and most of those packets are ushered through the creation process by a different member of the management team. From manual creation via word, excel, and PDF editors, the Clerk then takes on the task to edit, compile, and publish/send. Civic Clerk would provide a cloud based, template driven process which would assist with increased uniformity and efficiency in the packet creation process.

While the CivicClerk service itself was not the primary objective of seeking website proposals, it was an anticipated improvement for the next year or 2024 proposed budget. However, Staff strongly feel there is a financial opportunity available now to consider the combination of a CivicPlus Engage Central website to be integrated with the CivicClerk service for a competitive purchase price less than the cost of the standalone quote for CivicPlus Central web migration and hosting services with CivicPlus.



Taking the lead in Washington County.

Recommendation

Staff recommend the Village Board approve the proposal from CivicPlus for the first year amount of \$15,001.00 and second year amount of \$6,001 for services to include CivicEngage Central website migration and hosting and CivicClerk agenda and packet management platform.

Attachments

1. GovOffice Proposal dated 7/1/2022
2. Revize Proposal dated 7/5/2022
3. CivicPlus Engage Open Proposal dated 7/7/2022
4. Civic Plus Engage Central Proposal dated 7/7/2022
5. Civic Plus Engage Central and Civic Clerk Package Proposal dated 8/25/2022



Showcase Your Community. Empower Staff. Engage Citizens.

Prepared For

Village of Jackson, WI

Proposal Valid

July 1, 2022 – September 1, 2022

Prepared By

Phil Neenan
Regional Sales Manager

phil@govoffice.com

952-484-1827

govoffice.com

Dear Village of Jackson Elected Officials and Staff,

Thank you for your interest in seeing a website development and service proposal from GovOffice!

Following you will find a solution for planning, drafting, restructuring, revising, programming, testing, implementing, hosting, securing, and supporting a modern, professional website to better serve your residents.

- The website will be fully **mobile-friendly**, and each design element will be programmed for **compliance with ADA and WCAG* standards**.
- Included in your service are upgrades to the core GovOffice Content Management System for greater editing features, **unlimited training and support**, and expanded infrastructure for increased speed, security, and support.
- Navigation, presentation, and delivery of Web content will be optimized as well—with a focus on **ease of use for residents and staff**.
- Our **all-inclusive** Service Contract has a term of 4 years. Your **fixed, annual payment** will be guaranteed for a minimum of 8 years and will include **two scheduled upgrades** in that time.

On behalf of the entire GovOffice Team, I thank you for considering my *next generation website* proposal, and I look forward to speaking with you soon about it.

Sincerely,

Phil

*Americans with Disabilities Act and Web Content Accessibility Guidelines

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Background

Since 2001, Minneapolis, Minnesota-based GovOffice has been a leader in cost-effective, state-of-the-art websites for local governments. Our proven, easy-to-use Web technologies help make our 1000+ clients in the United States and Canada more efficient and responsive to residents' needs.

4,200,000
U.S. Residents
Served by Our Websites

21
Years in
Business

984,000
Daily Page Views
on Our Websites

11
Successful Launches
Per Month

33,000
Daily Searches
on Our Websites

99.9%+
Uptime/ Performance,
All-Time

1,000+
Clients in
42 States

95%+
Average Annual
Client Retention

500+
Staff Years'
Experience

0
Security Breaches,
All-Time

Value Versus Price

GovOffice has made substantial, organization wide changes in 2022 to meet the following goals:

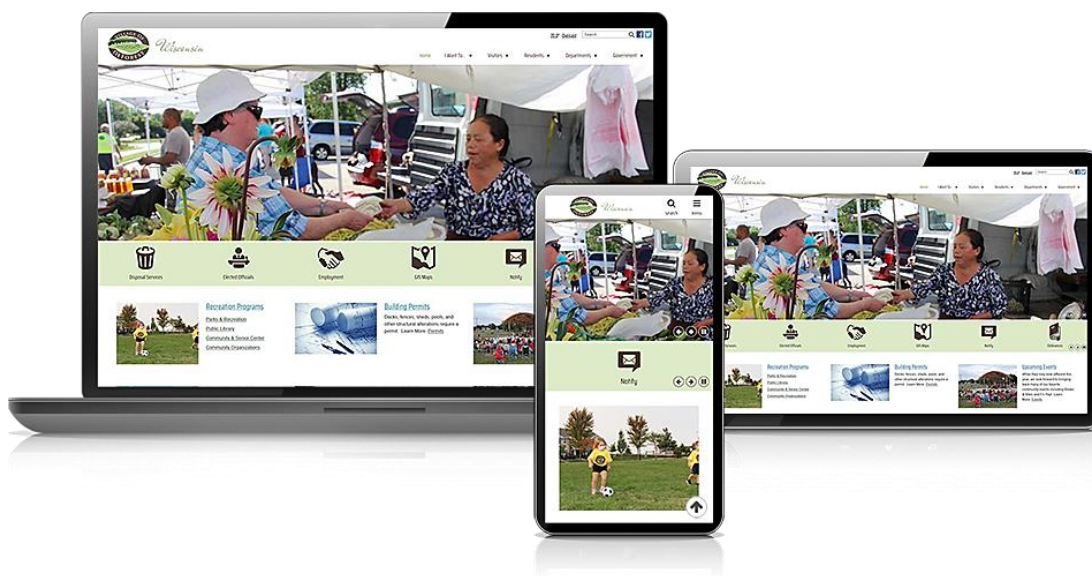
- To improve the user experience of both clients and their residents on our websites
- To deliver unmatched value, thereby creating **raving fans** at our clients' offices

Starting in 2022, our mission no longer is to offer good service at a low price, rather **outstanding** service at an **exceptional** value.

	Proposed
Agreement Type	Service Contract
Branded, Mobile-Friendly Design	✓
Design Features	✓
Additional Programming Annually	Included
Full Navigation & Content Services	✓
Exempt from Rate Increases	✓
Auto-Install of Software Enhancements	Included
Scheduled Design, Navigation, & Content Upgrades	✓
Scheduled Service Reviews*	✓

*Up to 2 Account/ Service Reviews per year with your Customer Success Specialist

Responsive Website Design (RWD)



What is RWD?

A Responsive Website Design (RWD) is one that conforms to any device, from large desktop monitor to small smartphone screen in both portrait/ vertical and landscape/ horizontal views, without losing any navigation menu, content, or graphic design element.

Why RWD?

The number of U.S. residents using smartphones increases each year, and the number of visits to community websites increases annually, too. Naturally, the way to serve a public that is increasingly mobile is to inform, engage, and notify them within a mobile friendly format.

Interestingly, RWD improves Search Engine Optimization (SEO) by avoiding duplicate content that negatively impacts a website's search ranking. In fact, since 2015, Google has been prioritizing mobile friendliness as a key ranking attribute.

Why Now?

Today your website receives twice the number of visits from someone using their smartphone than from any other type of device. Simply put, RWD is not only the future, but also the present.

Meet Objectives with RWD Features

1. **Showcase Your Branding.**

Your official logo may appear in the header on Home and interior pages or overlap the hero image (see #2) on Home and appear in the header of interiors. If no official logo, GovOffice will create a custom title graphic for you.

2. **Promote Amenities and Services.**

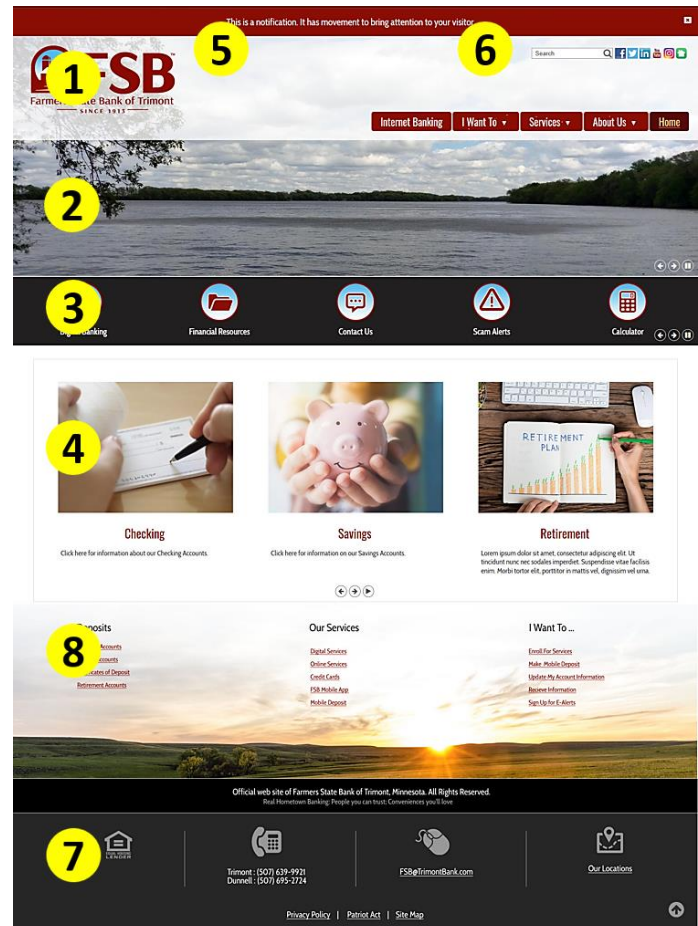
Image Sliders may be added to Home and to any interior section/ sub-section. Get creative in showing what's available to residents within the community.

3. **Shortcut to Most Popular Pages.**

Graphical, linked icons to your most highly trafficked pages will enable residents to find their desired page quickly. With or without a Quicks Links icon, sections and sub-sections may be assigned a friendly URL, such as *townname.gov/staff*.

4. **Draw Attention to What's New.**

The Carousel works much like icons, but icons will be mostly unchanged over time. Self-admin Carousel items are changed regularly and bring greater visual appeal to the website with custom images. If you lack quality images to incorporate into your Carousel (or Image Sliders; see #2), you may use professional stock photography licensed by GovOffice.



5. Communicate Timely Messages.

The self-admin Notifications Banner will draw visitors' attention to your most urgent notices. For example, *October is Fire Prevention Safety Month. Visit our calendar for a list of upcoming events.* A separate Notifications Banner may be added to any section/ sub-section, too.

6. Make All Content Searchable.

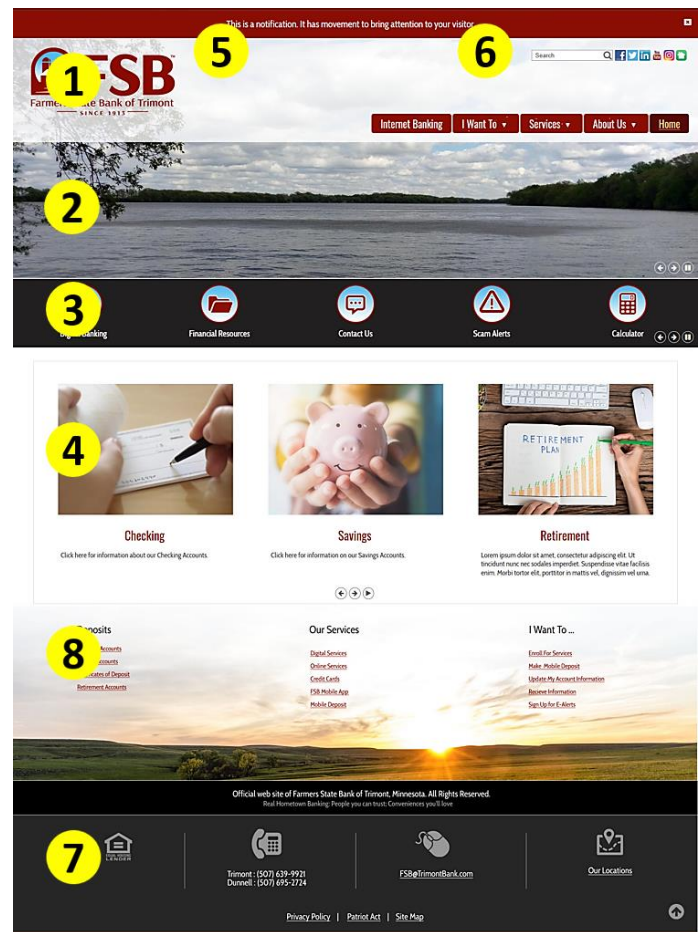
Search is included in all GovOffice websites, on all viewports. To make your social media icons easily identifiable, they may be placed next to Search.

7. Make It Easy for Residents to Reach You.

Because a footer appears on every page of the website, use it for information that is relevant no matter what page a visitor is on. Contact information is the best use for a footer, and with the Advanced Footer included, it can be dressed up for an added touch of sophistication.

8. Make a Deep Navigation Menu More Usable.

The Secondary Navigation Block (optional to use) is a terrific means to put even more clickable paths to your interior pages at your residents' fingertips. Such sections/ sub-sections may be used in concert with the Quick Links and Carousel items for deliberate redundancy. A popular use of Secondary Navigation Block is *I Want To...*



Service Solutions

ePayment—*Optional*

What

GovOffice ePayment provides a secure mobile, desktop, and in-person solution for payments by credit, debit, eCheck, and Digital Wallet for utilities, permits, licenses, citations, and programs. Included are taxation, shopping cart, real time reporting, and more.

Why

To improve your office's efficiency in collecting revenue, enhance cash flow, and exceed residents' expectation of reliable, contactless service and greater payment flexibility.

How Much

There is no setup or service charge to our clients. Instead, a convenience fee is charged to the payer in the following amounts: 2.95% credit, 2.50% debit, \$1.95 eCheck (\$1.95 minimum on all).

Accessibility Review & Remediation—*Optional*

What

GovOffice will identify (Review) areas of your website that are not in compliance with the Americans with Disabilities Act (ADA) and Website Content Accessibility Guide (WCAG) **and** bring those areas back into compliance (Remediate).

Why

While GovOffice's technologies do support ADA & WCAG standards, user error—most of the time unknowingly—may result in non-compliance. Accessibility Review & Remediation is designed to keep your website **in compliance**.

How Much

Accessibility Review & Remediation includes up to 4 hours of professional services, two times per year, at an annual charge of \$750.

Webmaster Plan—*Optional*

What

The GovOffice Team will serve as an on-call Webmaster for routine edits, urgent posts, or anything in between for clients with limited staff, availability, or skill level to always keep their website up to date.

Why

The Plan offers peace of mind that essential updates will be made to the website on time, in a best practices fashion, and in compliance with the Americans with Disabilities Act (ADA) and Website Content Accessibility Guide (WCAG).

How Much

\$795 per year (up to 1 hour of service/ month)

\$1395 per year (up to 2 hours of service/ month)

\$1995 per year (up to 3 hours of service/ month)

\$2495 per year (up to 4 hours of service/ month)

\$2995 per year (up to 5 hours of service/ month)

Training & Technical Support—*Included*

What

Our experienced team of professionals is available by phone, email, and Help Chat, Monday through Friday, to help clients stay on a sustained, successful path as they use our technologies with online training, re-training, answers to “how to” questions, and quick fixes.

Why

The best managed websites are those of clients who take full advantage of this invaluable resource to stay current on the latest features, techniques, and best practices.

How Much

All contracts provide unlimited access to our Support Team, at **no added charge**.

Technology Solutions

Connect—*Optional*

What

Connect is a modern communications suite that allows government offices to efficiently broadcast SMS text, email, and voice messages, including an eNewsletter, to subscribers 24/7/365, from any device.

Why

Residents want to stay informed and engage with their community using their mobile devices. Messaging via SMS text, email, voice message, and social media will satisfy your residents, and Connect's all-inclusive pricing will keep your communications budget in check.

How Much

Year One of service includes onboarding/migration and is priced at \$4495.

Starting at Year Two the annual charge is \$3995.

Meetings Manager—*Optional*

What

Meetings Manager is a feature-rich technology that modernizes all activities surrounding a public meeting—before, during, and after. Your Minutes will be created in seconds and made available to the public in an organized, searchable hub in only a few clicks.

Why

Meetings Manager brings efficiency to the government office, transparency to residents, and by switching to paperless public meetings, it is environmentally friendly for everyone.

How Much

Year One of service includes onboarding/migration and is priced at \$5495.

Starting at Year Two the annual charge is \$3995.

Service Tracker—Optional

What

Service Tracker, a management suite designed primarily for Public Works, ensures all online requests are processed in a timely manner with efficient acceptance, tracking, management, communication, and reporting on all requests—large and small.

Why

Residents are more likely to make their government office aware of service needs in the community if provided a quick and convenient tool to do so online.

How Much

Year One of service includes onboarding/populating and is priced at \$4795.

Starting at Year Two the annual charge is \$3995.



Above is the **GovOffice Connect** dashboard. Both **Meetings Manager** and **Service Tracker** have the same user interface on desktop, tablet, and smartphone.

Included Features & Services

Your Service Contract will include **all services and features** (and enhancements to those features) marked on pages 13-20 with a .

Professional, Branded, Mobile-Friendly Design

-  GovOffice's design framework supports the latest in ADA (Americans with Disabilities Act) and WCAG (Website Content Accessibility Guidelines) standards
-  Customized/branded graphic design to incorporate a community theme into a mobile-friendly/Responsive Website Design (RWD) format
-  Access to GovOffice's licensed collection of professional, stock photography
-  Incorporation of self-admin community slogan and up to 8 footer fields
-  Self-admin, linked Facebook, Twitter, YouTube, Pinterest, Instagram, LinkedIn, Blogger, and Nextdoor icons

- ✓ Migration to GovOffice RWD system, Navigation Architecture, Homepage Setup, and Accessibility Statement by Content Services Team

Website Hosting, Performance, and Support

- ✓ Hosting and storage of files; unlimited bandwidth, daily data backups at a Tier III hosting facility
- ✓ Maintenance and automatic upgrades of base Content Management System (CMS)
- ✓ DDoS (Distributed Denial of Service) protection
- ✓ SSL (Secure Sockets Layer) encrypted administrative website
- ✓ TLS (Transport Layer Security) encrypted public website
- ✓ 24/7/365 monitor and maintenance of Web servers and security systems
- ✓ Unlimited online training of the GovOffice CMS



Unlimited toll-free phone and e-mail access to Technical Support



Re-direction of registered domain name to the GovOffice server or 4-year registration of an official domain name



Unlimited live Help Chat and enrollment in GovOffice Academy™



Access, Permissions, and Management



GovOffice CMS supports Americans with Disabilities Act (ADA) compliance



Unlimited number of Superusers and Editors



24/7/365 access to all Superusers and Editors on desktop, tablet, and smartphone



Unique set of permissions for each Superuser, Editor, and Group(s) on the system



Search locates all pages, documents, and Items by keyword in the Site Administration

- ✓ *Preview feature: how an unsaved edit will appear on the live website if saved and activated*
- ✓ *Live Site and Live Page feature: how a saved edit appears on the live website*
- ✓ *Display View feature: how a saved edit appears in vertical and horizontal orientations of various modern mobile devices*
- ✓ *Data storage tracker to help manage your load of Web content*
- ✓ *Audit log shows editing activity of all Superusers and Editors*
- ✓ *User level choice of Site Administration color (red or gray)*
- ✓ *Update History shows, in real time, the date and time on which each section and sub-section was last edited*
- ✓ *Google Analytics integration delivers real time reporting of traffic to and within your website*
- ✓ *Single Sign On (SSO) for GovOffice CMS and its modules: Connect, Meetings Manager, and Service Tracker*

Editing Features

- ✓ Content loading templates (Content Types) include: Basic, Basic without Items, Directory, Events, Image Gallery, Jobs, Locations, Meetings, News, Quick List, Quick Poll, Boxes, SmartForms, RSS Subscribe, Site Map, Unsubscribe, and External Link
- ✓ Name, order via drag and drop, hide, turn on/off all navigation menu buttons
- ✓ Import, type, and edit text with formatting controls essential for a Web page
- ✓ Create unlimited number of links to internal pages and external websites
- ✓ *Promotions* feature: create content one time, in one place, but display it in multiple locations
- ✓ Upload, resize, position, and caption photos
- ✓ Upload and/or embed media files
- ✓ Upload, label, and add description of documents, such as permits and newsletters



Modern Calendar for events, including repeating events



Online opinion polls with controlled responses and option to display the results



Image gallery for a Community Photo Album; includes slideshow capability



Easily add, position, turn on/off, and remove sidebars from any page



Directory, including contact information and photos, of Elected Officials and staff



Post news stories with a pre-set release date for automatic display on live website



Display job listings with post & deadline dates and post the employment application



Frequently Asked Questions by department or the entire organization



Highlight *related links* to associated websites without posting long URLs

✓ Directory of local attractions, offices, and facilities; auto-generated Google Maps

✓ Site Map for added ease by site visitors in locating any section of the website

✓ *Last Edit* stamp that shows the date on which any Web page was last updated

✓ Site-wide search engine that also searches keywords within uploaded documents

Advanced CMS Features

✓ Simple and Advanced HTML editors for extended capability—example: embed community videos from your YouTube Channel or Google Maps of your area

✓ Friendly URLs (for example, govofficecity.com/staff) for any section or sub-section for quicker and direct access to select sections on the website—bypassing the home page

✓ Intranet capability for *Staff Only* areas of the website; accessed only by username and password

✓ Basic bulk e-mail tool that allows visitors to opt-in and opt-out of receiving e-mail notifications from your office



RSS *In* feeds from other news-related websites



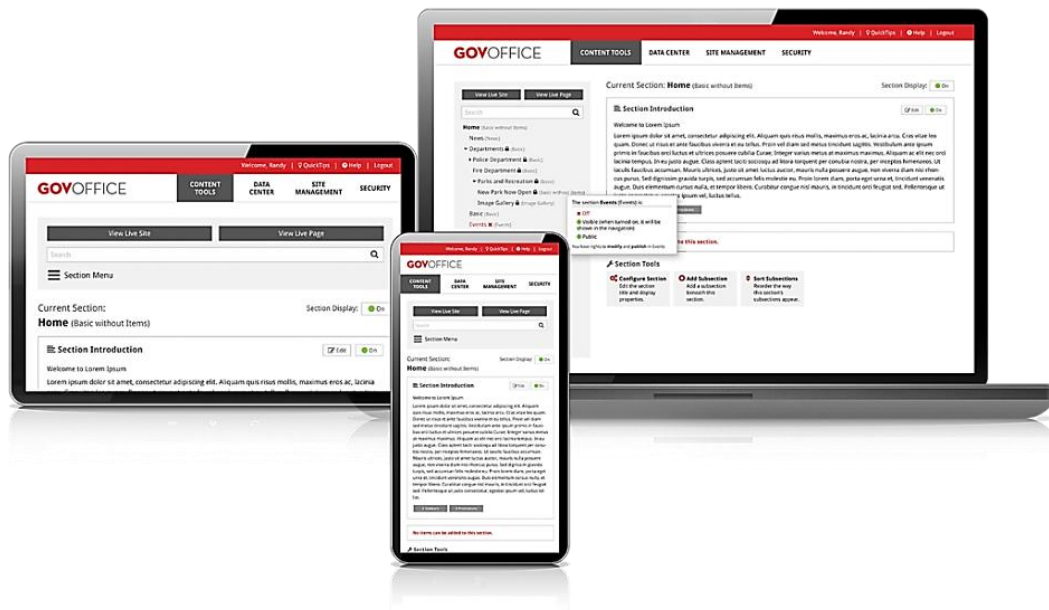
GovOffice ePayment—online payments (taxes, utilities, permits, licenses, citations, recreation programs, and more); shopping cart, inventory control, taxation, reporting, Citizen Engagement Portal; *no charge, but separate Agreement is required*



Meetings provides a hybrid of calendar and hub for Agendas, Minutes, packets, and media; includes a dedicated Search engine



Smartforms online forms system (online service requests, report code violations, permits, volunteer applications, Contact Us, and more); features over 10 pre-built, customizable forms; includes ePayment integration



Enjoy all above features 24/7/365 on your lightning fast, easy to use, secure **GovOffice Site Administration**—on desktop, tablet, and smartphone!

Proposed Pricing

Contract Term 4 Years	Annual Payment \$3995
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INCLUDES

One annual, all-inclusive, fixed price includes all CMS Features & Services listed on [pages 13-20](#), Migration to the GovOffice Responsive Website Design System, Navigation Architecture, Homepage Setup, Accessibility Statement, **all** branded design features on [pages 7-8](#), up to 5 hours per year of additional custom programming, and unlimited training and support.

City of Wyoming, Minnesota <https://www.wyomingmn.org/>

More Examples Long Beach, NY at <https://www.longbeachny.gov/>, Franklin, PA at <https://franklinpa.gov/>, Mandan, ND at <https://www.cityofmandan.com/>, Franklin County, MO at <https://www.franklinmo.org/>, Swift County, MN at <https://www.swiftcounty.com/>

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Renewal Option

Extend Original Agreement

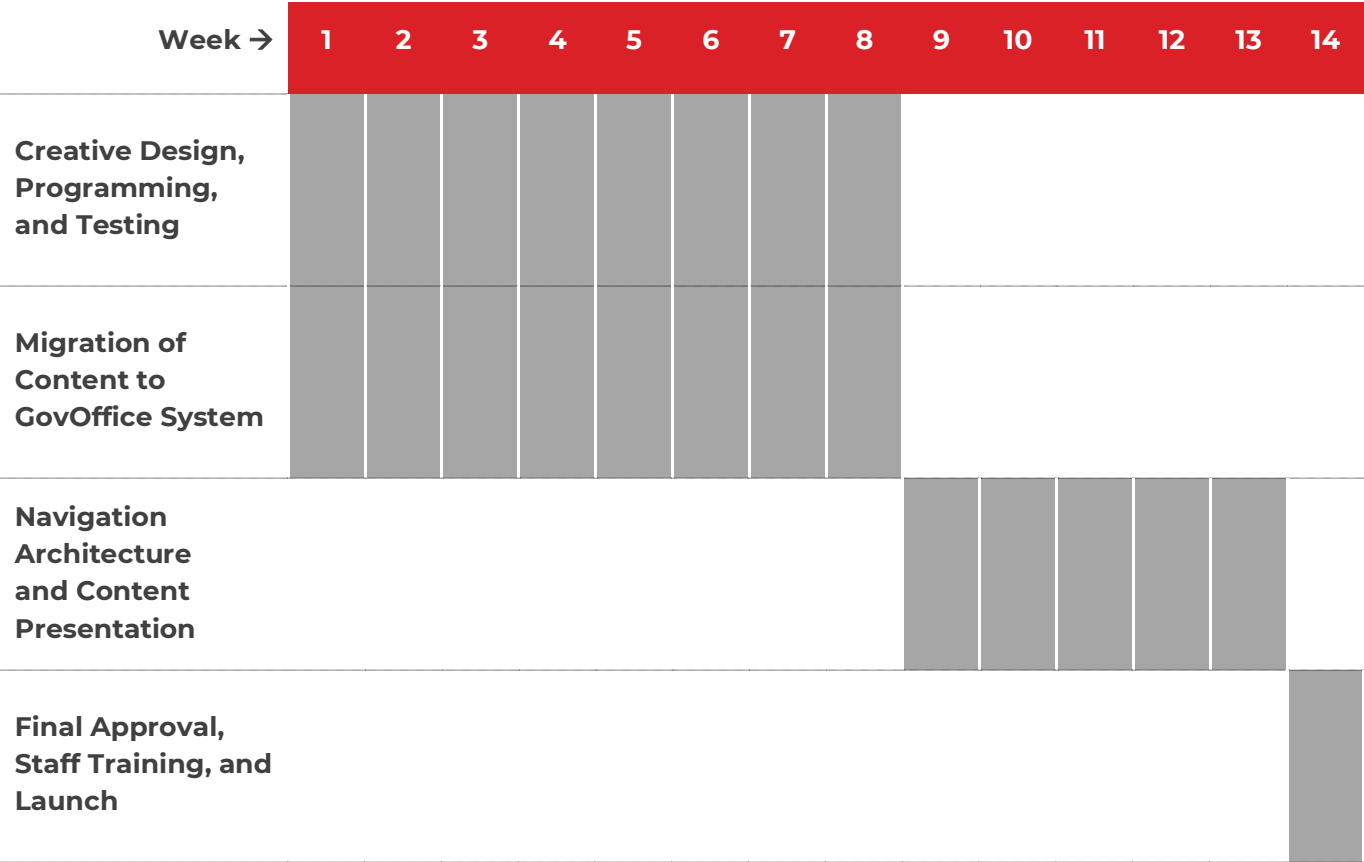
The original Agreement may be renewed for another 4 years at the same rate as Years 1-4. At renewal, GovOffice will repeat all services performed in the original Agreement ("Refresh").

The Service Contract will keep your organization in a modern, compelling website and exempt from any increase over the next **8 years** to our Annual Service & Maintenance, Graphic Website Design, and Professional Content Services rates.

ORIGINAL	2022	ONBOARD—All Technology, Design, Navigation, Content, & Training	
	2022	\$3995	
	2023	\$3995	
	2024	\$3995	
	2025	\$3995	
RENEWAL	2026	REFRESH— All Technology, Design, Navigation, Content, & Training	
	2026	\$3995	
	2027	\$3995	
	2028	\$3995	
	2029	\$3995	

Project Timeline

The implementation timeline for deliverables is subject to client participation, direction, and approvals. Generally, though, clients' projects are completed in 14 weeks (estimated).



Management

Our Implementations Manager will oversee your project and work with you and your team over the course of those 14 weeks (approximate), ensuring the GovOffice Team delivers on three things: cost, quality, and schedule. Our objective is to perform *white glove service* and, as result, create raving fans of GovOffice's technologies and services at your government office.

Testimonials

"Your Customer Service staff is very easy to work with and they provide fast results.

GovOffice is simple to use, but whenever we have a question, it's always good to know that we can call your Customer Service Department to receive quick answers."

-Arizona Fire & Medical Authority

"GovOffice walked side by side with us through the process, **stayed in constant communication, advised and guided us** to an exquisite website that today is the central source for information and connection in our community."

-City of Cascade Locks, Oregon

"GovOffice allowed us to personalize our website with new features so that it remains fresh and innovative for years to come. And their **customer service gets an A+ rating**. Always quick replies, always a positive attitude and all the options you need to decide what fits your city."

-City of Twentynine Palms, California

"GovOffice is a model for how all IT companies should provide service to the local government sector. Their focus on being responsive to our needs, affordable and user friendly is a tremendous help in our efforts to do the same for our community and visitors.

GovOffice is a long-term solution to our website needs."

-City of Pickens, South Carolina

*"Sales was great in getting pricing for different things we may want and patient in waiting for the budget year to cycle around. The whole beauty of his proposal was that we paid only for what we wanted for our website, not what *they* wanted us to purchase.*

If we happen to have a question or run into a problem, **there is live support, tutorial videos, and a help website to assist us.** But honestly the content management system is very user-friendly.

You can't go wrong with GovOffice."

-City of Lakesite, Tennessee

"I highly **recommend GovOffice and their team of outstanding professionals.**

We continue to work with them on website redesigns every 3-4 years, and they keep outdoing themselves every time!"

-City of Montevideo, Minnesota

Delivery of Technology, Hosting, and Security

GovOffice has provided website technology to 1000+ local governments for over 20 years. We have developed unique expertise in protecting local government websites from security concerns and delivering a proven record of reliability, performance, and data protection for our clients.

GovOffice CMS Technology

The GovOffice technology stack is architected for redundancy and scalability. We use blade servers with Intel Xeon processors with SSD storage. The GovOffice CMS is hosted on a load-balanced Web farm that can easily be expended as resources require. Our application servers run Windows Server 2016 with IIS 10.0 and SQL Server 2016, which allows SSL communication to be done over TLS 1.2. The GovOffice design framework utilizes jQuery and HTML 5 to provide Responsive designs that look great and are optimized on both desktop and mobile browsers.

In contrast to some widely used software systems, GovOffice CMS is a proprietary system that does not have known exploits published on public websites for hackers to exploit. The GovOffice Team installs patches on a regular basis, adheres to the highest standard of web server administration and access, and logs access to all our infrastructure.

Worry-Free Hosting & Security

All GovOffice websites include our worry-free hosting and support that includes the following services:

- 99.9%+ up-time
- Data center engineers monitor all our servers and infrastructure, 24/7/365
- Daily backups of all website data and are kept for 90 days
- Website data can be restored as needed from backups—typically within hours

Enterprise Class Data Center

GovOffice websites are hosted in a highly secure, cutting-edge global data center with 24/7 monitoring to meet your critical need for robust bandwidth, streamlined data storage, and business continuity.

Located in GovOffice's home of Minneapolis, Minnesota, the data center is monitored by trained technicians with a Network Operations Center (NOC) team. The NOC adheres to a strict escalation procedure to help ensure GovOffice websites are always available to the public. Our primary data center is located in a former US Federal Reserve System building, constructed to withstand natural disasters such as earthquakes, tornadoes, and floods.

Security

The safety and security of your data is our highest priority. Our data center is SAS 70 audited, SOC 2® attested, and SOC 3® certified. We observe industry best-practice standards including, but not limited to:

- Hand biometric and RFID card-controlled access to data center
- Cage door sensors
- Motion activated surveillance cameras
- 24/7/365 monitoring and on-premise security guards

DDoS protection

Federal, state, and local government websites have become prominent targets for both domestic and foreign originated Distributed Denial of Service (DDoS) attacks designed to impair or shut down websites. All GovOffice clients' websites are protected through a system-wide DDoS solution designed to combat this growing threat.

The data center utilizes an enterprise level DDoS solution developed by a leading DDoS security company, Corero. The key benefit of the Corero solution is that it automatically mitigates DDoS attack traffic before it impacts GovOffice clients, enabling us to keep our networks clean of attack traffic.



The Government Website Experts

WEBSITE PROPOSAL FOR The Village of Jackson, WI

Prepared by Marcus Smith

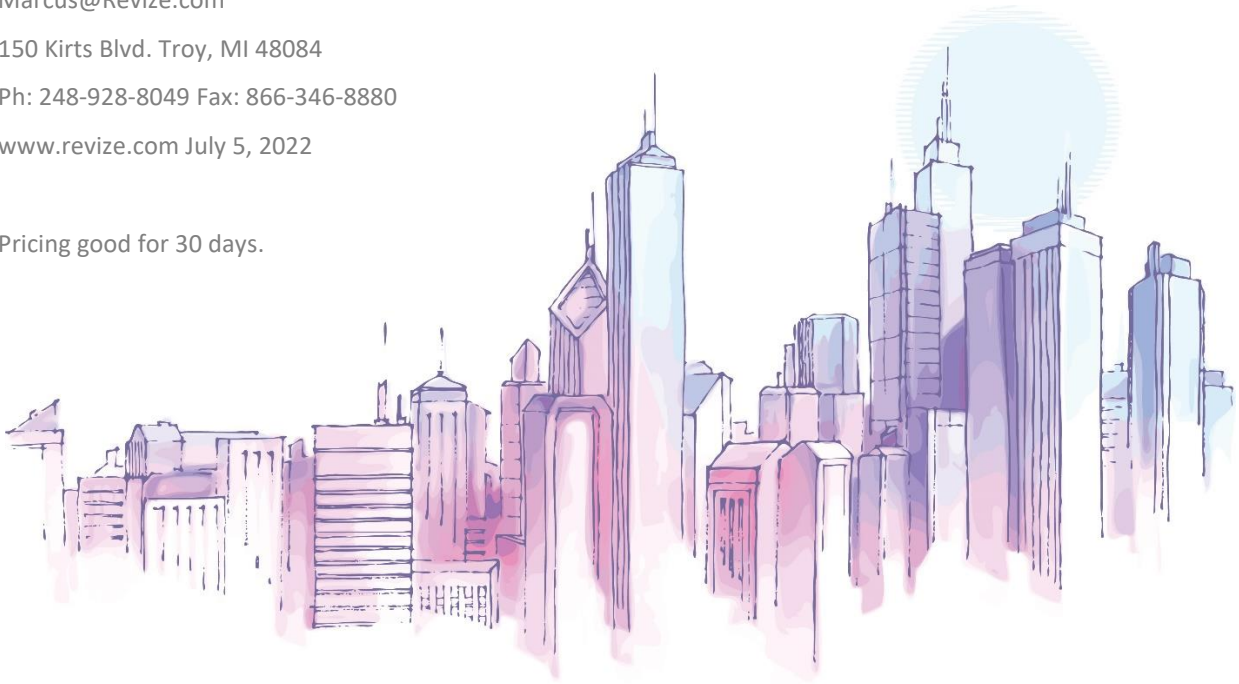
Marcus@Revize.com

150 Kirts Blvd. Troy, MI 48084

Ph: 248-928-8049 Fax: 866-346-8880

www.revize.com July 5, 2022

Pricing good for 30 days.



Revize Clients!

- Lago Vista, TX www.lagovistatexas.org
- New Bern, NC www.newbern-nc.org
- El Paso Housing Authority, TX www.eptime.org
- Kemp EDC, TX www.kempedc.com
- Arcadia, CA www.arcadiaca.gov
- Des Moines, IA www.dsm.city
- Gatlinburg, TN www.gatlinburgtn.gov
- Hitchcock, TX www.cityofhitchcock.org
- Largo, FL www.largo.com
- Myrtle Beach, SC www.cityofmyrtlebeach.com
- Somerset County, MD www.somersetmd.us

Michael Bruckner, Assistant to the City Manager,
City of Arcadia, CA

"Revize has done it again! Another game changing, cutting edge website that moves the industry forward by connecting citizens to services in as few clicks as possible."



Project Goals

The following list details this project's goals:

1. Visually appealing

Revize: Clients have told us that Revize seems to have the best creative design team than most other government website designers. We love creating a rebranding style website design with a more eye catching, beautiful website appeal to help them increase awareness and communication with their constituents and create new interest with prospective constituents and their families. Because of that, Revize has been asked to build websites for the Tourism industry as well.

Easy to find content

Revize: Revize actually conducted government Web Visitor Usability Studies with 13 municipalities. As a result, we already know how a municipal web visitor wants to navigate the website and get programs, services and government information in an easy to reach manner. They told us that they want to get to any web page in One Click right from the Home Page, no matter how many levels the web page was buried. Revize created a navigation system that does just that and our clients love it. We will be happy to demonstrate it to you!

2. Increase partner engagement and follow-up

Revize: Please refer to our list of website features and you will see a plethora of features specifically to allow for interactivity with your residents, businesses, visitors, and all constituents, including web forms for responses, feedbacks, online payments, home page alerts, etc. We also design the website with "Calls to Action" in mind to inspire web visitors to take advantage of programs offered by your municipality.

3. Increase search engine visibility

Revize: Every Revize web page is programmed to allow 100% of every web page content to be indexed by all the popular Search Engines. We also allow non-technical Editors access each web page's Meta Data so you can not only increase your web presence, but also contour the search so if someone types a question in the Bing or Google Search box, it will try to pull them to the web page on your new website with the ANSWER! Not your home page.

4. Seamless integration with social media

Revize: Revize will add Social Media icons and Social Media integration to your website's News Center as well as create a Social Media Wall or a clean looking Social Media Center to show off your latest social media posts.

5. Mobile- and user-friendly

Revize: Your new website should be usable on any and all devices including phones, tablets and PCs. Revize has made Responsive Website Designs a website standard for over 8 years. Because of that, we add in additional Responsive Programming to take advantage of the new mobile phone technologies like the new High-Definition Video Cards to make your web visitors' website experience more enjoyable and smoother.

Easy to update content

Revize: The Revize CMS non-technical website editing solution has a 23-year maturity and was written for non-technical editors to edit the website in an easy common-sense manner through a methodology called In-Page Editing or Live-Page Editing.

Clients have indicated that if you know how to read, and know about 5% of Microsoft Word, you should be able to edit a Revize Government Website (without training). Allow us to give you a demonstration.

ADA Compliant Website

Revize has been building ADA compliant websites for the last two years. In Florida, every county and municipality is being sued and taken to court for not meeting ADA compliant. So far, no fines have been given on any Revize website – Revize has 93 clients in Florida. Your new website will adhere to the new WCAG 2.1 AA requirements and Section 508. We will also train your content editors how to keep it ADA compliant when writing content. With your approval, Revize will also install an ADA Accessibly Widget, free of charge. This widget brings the ADA software for reading and resizing text, change color contrasts, etc. on the fly for the vision impaired and disabled web visitor.

Example – Double Click on the Man Icon in the lower right corner to see it in action:

https://www.largo.com/facilities_directory/index.php

Cyber-Security

Revize has not had any website security intrusions for over 9 years. Revize has partnered with Amazon Web Services (AWS) and Google Cloud Service Platform (GCP) for its LIVE WEB server hosting infrastructure needs. Both AWS and GCP are industry leaders in high availability cloud server architecture, both server farm infrastructure is highly secured, scalable and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster. Also, Revize has dedicated CMS servers in two state-of-the-art physical data centers located in Chicago and Detroit. Onsite/Offsite data backups of all of our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity. Revize can also host both your Internet and Intranet websites; your Intranet is secure and only accessible by authorized users through a login system.

Hello Jen Keller and the Jackson Village Council,

Thank you for considering Revize as your Michigan based web development partner. For over two decades, Revize has been a leader in providing high quality, government-compliant web solutions. Located in Troy, Michigan we have launched hundreds of government websites nationwide, including nearly 200 right here in Michigan, a myriad of industry awards and Thousands of satisfied clients stand as testament to the quality and value of our work.

Every member of the Revize team understands that your website is more than a website. It's a valuable resource that can help you build a better community.

Government clients select Revize because we can help them

- Effectively engage residents.
- Enhance their web presence and build an online communications center.
- Empower non-technical web content editors and administrators to easily execute changes.
- Implement a scalable solution that allows them to affordably grow their web presence for the long term.

We have worked hard to establish a reputation for creating online community websites that engage, inform, and increase participation of your community. With our help, your community's website can serve your residents better, inspire them more, and get them actively involved in your municipal government.

Please contact me if you have any questions at all.

Sincerely,



Marcus Smith II
Account Executive
+1 248-928-8049
Marcus@Revize.com

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Executive Summary

About Us

Having launched nearly 2,600 government clients nationwide, Revize Government Websites is one of the industry's leading providers. We credit our rapid growth to our 23-year track record of building award-winning government websites and content management systems. When you work with Revize, you're not just a client, you become part of the Revize family and will receive the service and support you need and expect! We are among the most highly respected government website experts in the United States and we proudly stand by our work.

Company Profile

FOUNDED	HEADQUARTERS 150	PHONE	WEB SITE
1995	Kirts, Suite B Troy, MI 48084	248-269-9263	www.revize.com

Revize Government Websites was founded in June, 1995 as a "new media" development company specializing in the creation of interactive web design, multimedia content delivered on CD-ROM, and video production. Since then, Revize has made an unsurpassed name for itself in the web/internet industry as THE master of government website design, which remains our specialty. We now boast more than 2,600 clients in North America and have created acclaimed website designs for hundreds of municipalities and counties, as well as government departments and agencies. In September, 1996 as the Internet was becoming a world-wide reality, Revize began developing a Web Content Management System (CMS) for the government market to enable non-technical contributors to quickly and easily update content on their websites. The result was the creation of our state-of-the-art Revize Government CMS. Our mission has always been to enhance the communications of government organizations nationwide with their varied and valued audiences. This is based on our vision statement, which reads:

“The empowerment of people through simplified information management technologies.”

Focused exclusively on creative web design, government web apps and content management technologies, Revize continues to invest in its technology, continually adding new capabilities and features that manifest our vision. While many municipalities choose Revize to develop and cost-effectively manage their website content, clients also use Revize as an information-sharing platform. Our suite of Revize Government web-based solutions has proven valuable as a powerful technology that empowers clients to build and maintain sophisticated web sites, all while using the Internet and internal Intranets/Extranets to acquire, analyze, process, summarize and share information – ensuring that the right people always have the right information at the right time.

“We are proud of our award-winning web designs, technologies, continued innovations to build government centric modules and apps, web content management, training and support capabilities. We are especially proud of being recognized as one of the industry’s top government website experts and innovators. We are committed to pursuing the continued evolution of all our services to provide increased value to our government clients.”



Did you know?

Revize has won national awards for our websites!

Municipal Website Design Experience

The Village of Kronenwetter, Wisconsin

www.kronenwetter.org

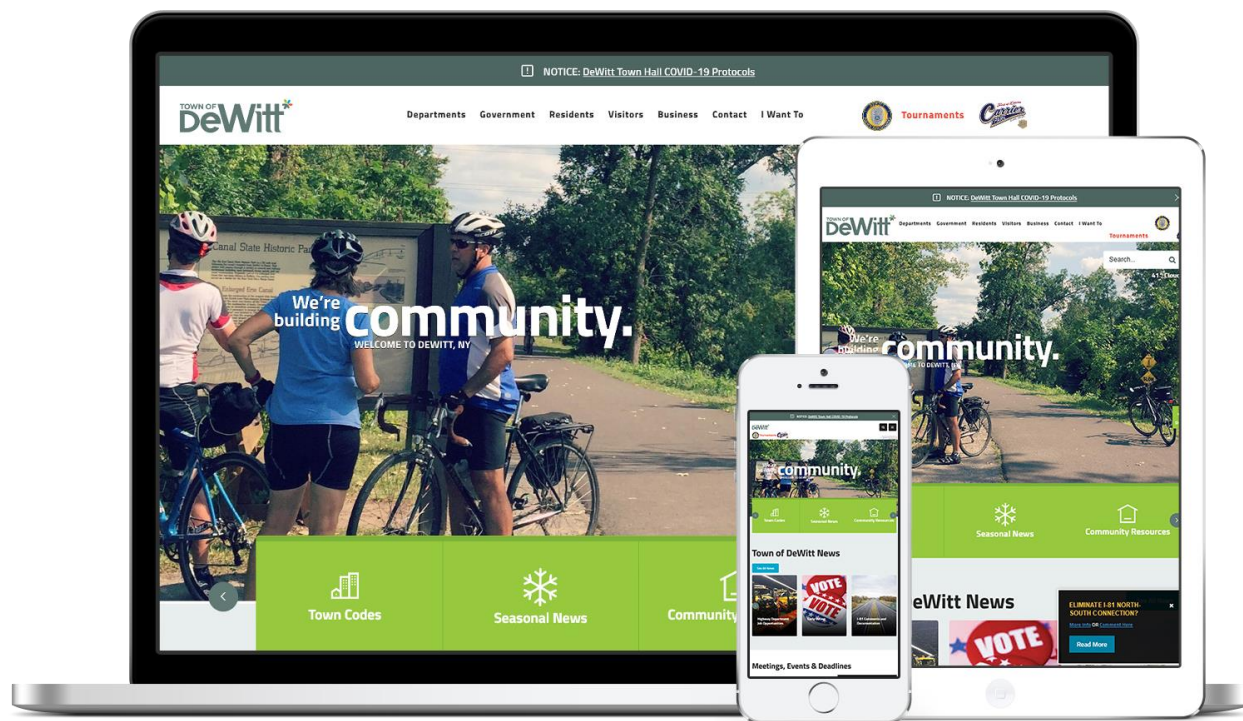


Details:

The Village of Kronenwetter has a clean, functional website that connects with residents, while also showing the village's character. The population of Kronenwetter has grown from 5,369 in 2000 to 7,616 in 2017. This 41% increase makes Kronenwetter one of the fastest growing communities in Central Wisconsin. With this website, residents can easily find information about the village government, boards and committees, as well as the Economic and social growth within the village. This site utilizes an application scrolling tool to display the village's many focuses from community development to fun within Kronenwetter. With each department easily found on the home page, it makes it simple for residents to find the information they need in seconds. The Village of Kronenwetter now has a website that speaks to its character, while giving a great user experience for the residents.

The Town of Dewitt, New York

www.townofdewitt.com

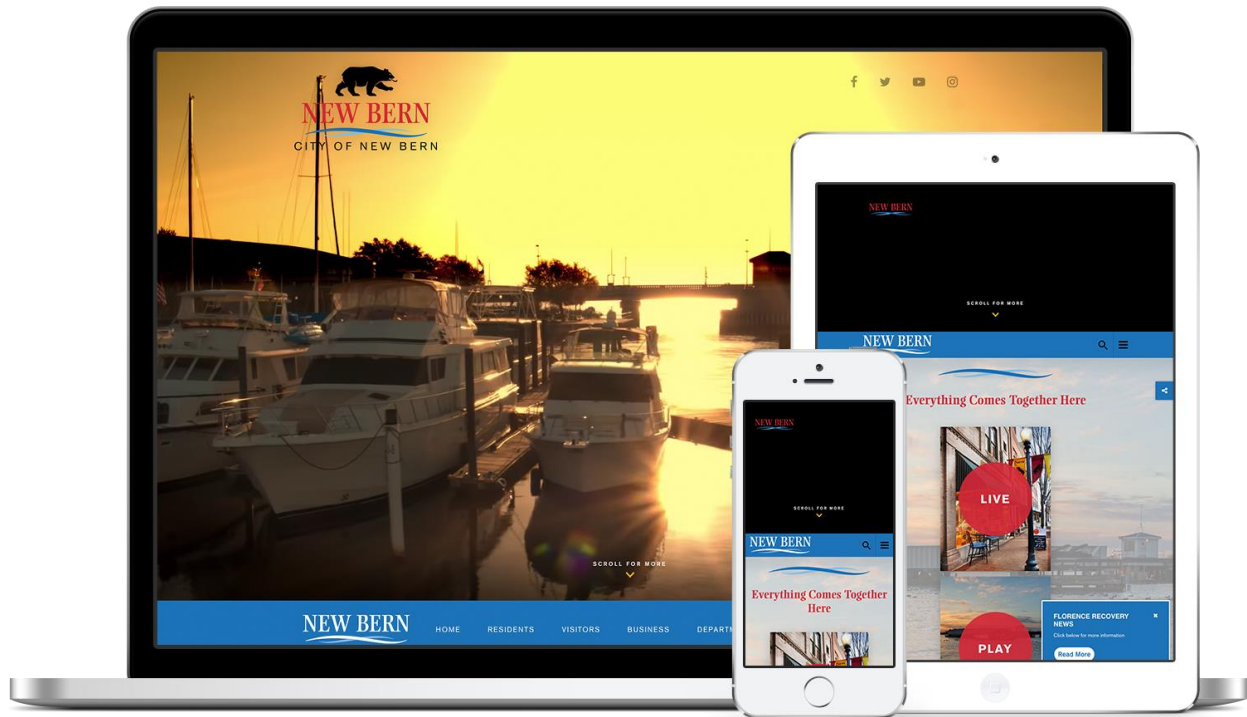


Details:

After several website vendor evaluations, the Town of Dewitt is now up and live with their newly redesigned Revize site. Dewitt has many departments with varying levels of needs on the website. The success of any city website relies on balancing these departmental needs, whilst showcasing a unified vision. In this website, we did just that. While respecting the Town's history, we also designed the site to towards innovation. Users will notice that they can easily find the most important online services without having to search through line after line of text. This website is the perfect mix of functionality and design!

The City of New Bern, North Carolina

www.newbernnc.gov

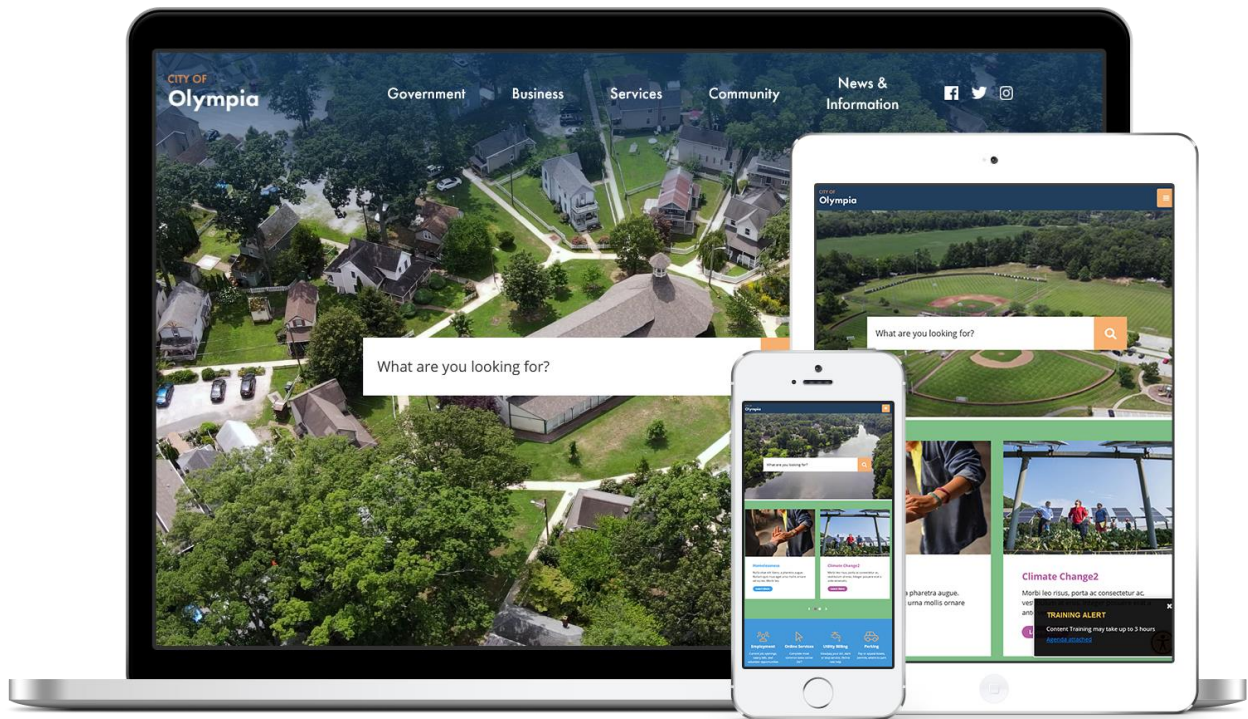


Details:

New Bern, North Carolina wanted a design unlike any City out there. With this design we pushed the limit of what people think when they see a City website. We integrated a drone video that plays on the full width homepage. In addition, this site features more scrolling than you may notice on more traditional websites. That is a good thing! Users are now, more than ever, viewing websites on their hand-held devices. Some estimates say this is as high as 60% of all internet usage! With more scrolling we are able to give the user a lot of information, without having to squeeze it into such a small space. We use images, icons, and interactive features to create an experience for the user. This type of design also allows us to extend the City's brand in a way that is unmatched in the industry!

The City of Olympia, Washington

www.olympiawa.gov

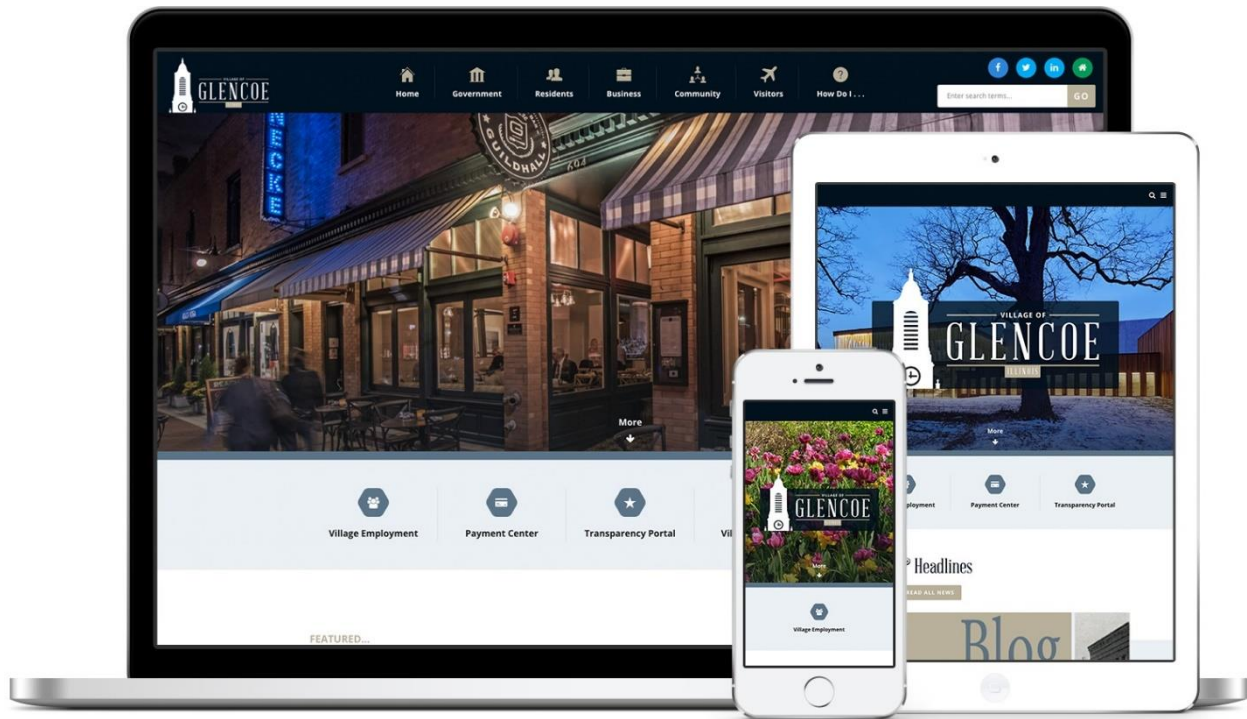


Details:

The City of Olympia, the Capitol City of Washington, presented a unique opportunity for Revize and the City's web team. This website features an extremely innovative homepage. As users scroll from one section to the next, they can explore different trending topics, services, news, events, and much more in an extremely modern fashion. We built this website to be one of the most visually inspiring, but also most functional websites in the United States. With the unique design coupled with features such as a curated "smart search" feature and online interactive forms, this website makes a strong case for that title!

The Village of Glencoe, Illinois

www.villageofglencoe.org

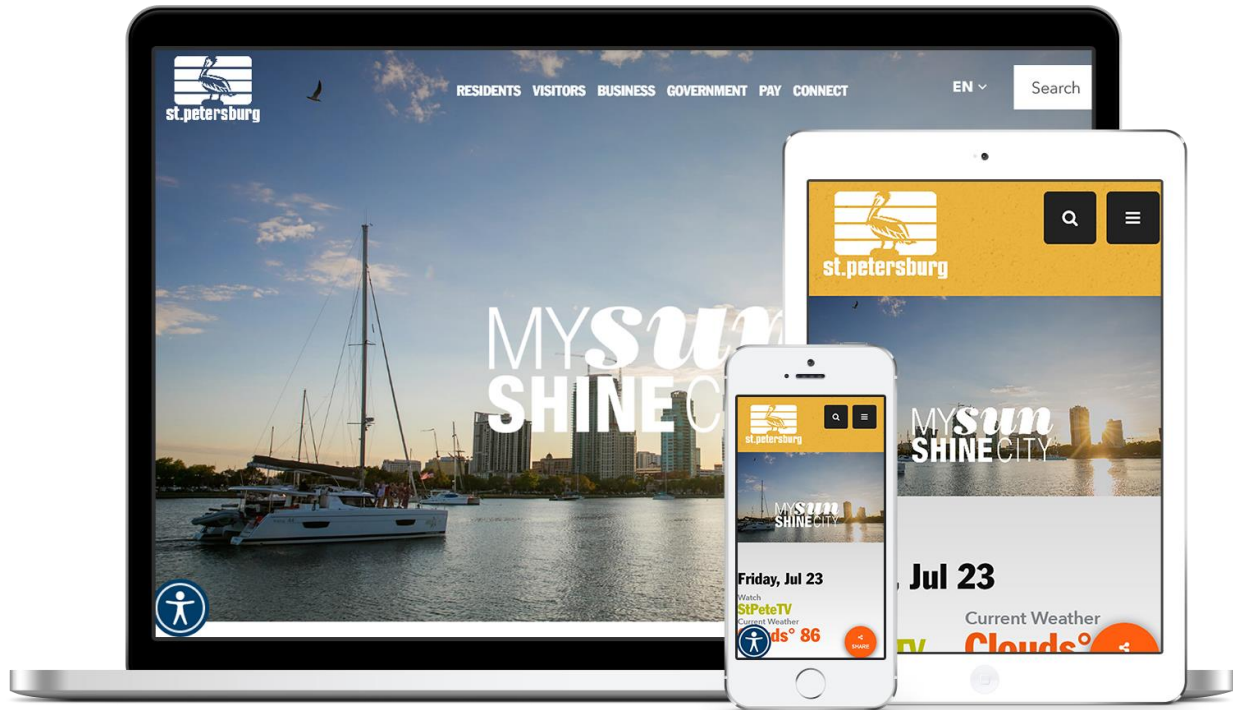


Details:

The Village of Glencoe is beautiful community on the shores of Lake Michigan just north of Chicago. This website brings together an amazing design with a full suite of web apps to engage Village residents. Smooth transitions from the home page to interior pages of this website allow users to find exactly what they are looking for easily. The Revize Public Service Request App, Village Manager's Blog, fillable online form database, and a high traffic featured news and headlines area round out this website!

The City of St. Petersburg, Florida

www.stpete.org

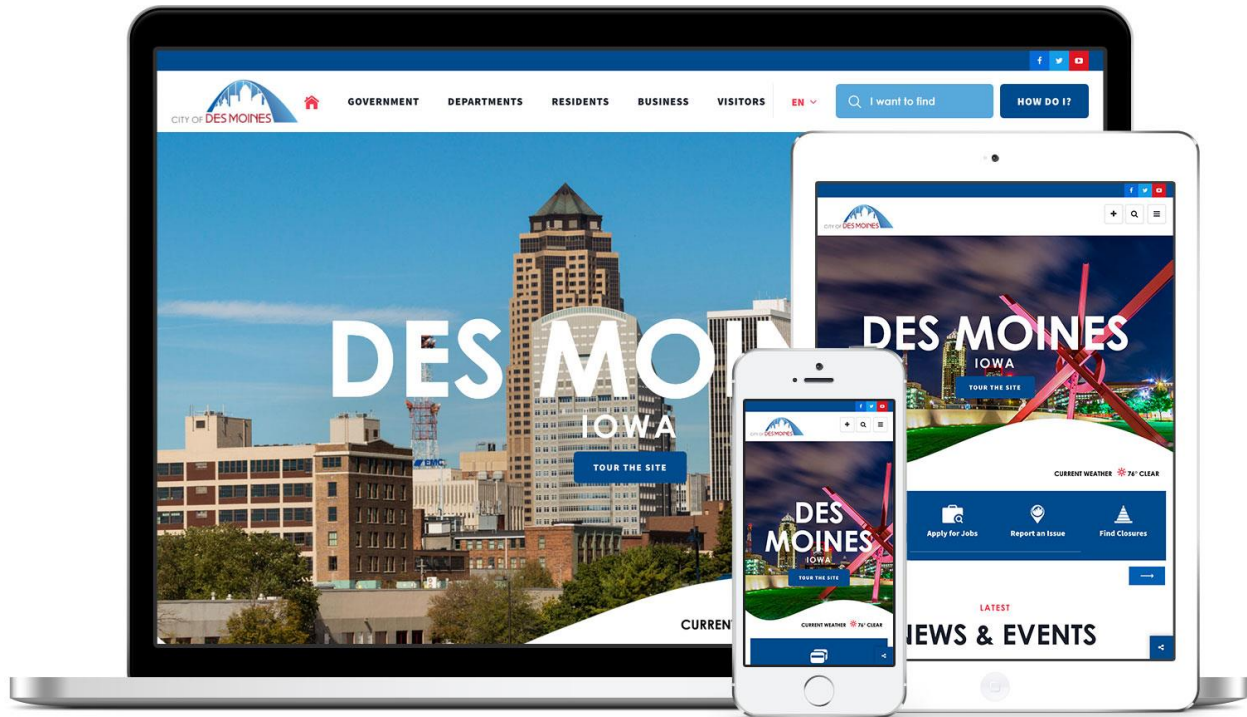


Details:

As Florida's 5th largest, St. Petersburg is an iconic City with something to offer everyone. Because St. Pete is a longtime Revize client, their team worked very closely with ours and actually provided their own design concepts. We did the integration/pre-launch work and their staff was with us every step of the way. Inner pages are flexible to allow departments to have dedicated pages with a cohesive feel across all pages. Social media feeds from Instagram, Flickr, Facebook, Twitter, and YouTube all on the homepage! St. Petersburg also uses the Revize API to develop their own templates. This website is an elite representation of the power and beauty of the Revize process.

The City of Des Moines, Iowa

www.dsm.city



Details:

The City of Des Moines, Iowa came to Revize for a website that was completely different. Coming from an internally developed site, they wanted to work with a vendor that could lead them to a new way of interacting with their users. Page layouts were created to allow unique interaction with the City. This included board listings, Q&As, interactive park directories, plain language, and a resident focused navigation. We also incorporated some of their internal databases and features that had been built internally. This site improves the online experience for residents, business owners, and visitors!

The City of Largo, Florida

www.largo.com

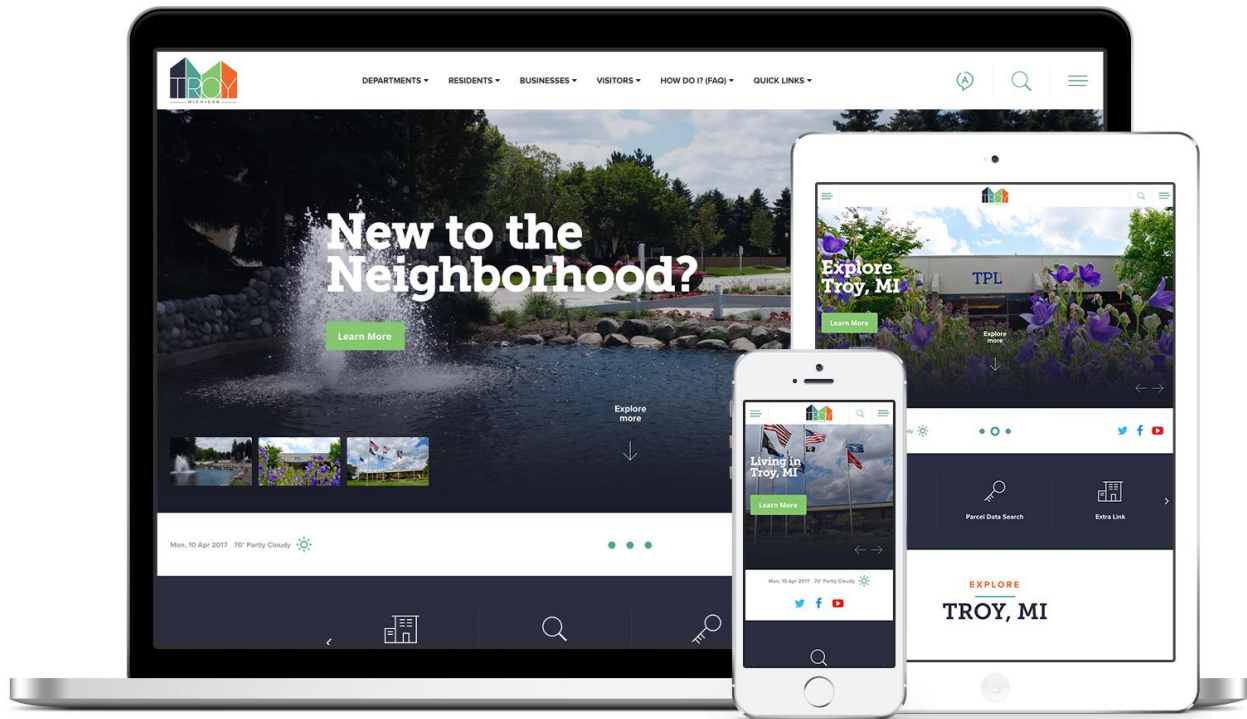


Details:

Largo, Florida wanted a website like no other. Through a collaboration between the city marketing team and Revize, we were able to create this award winning website. Each page in this website was designed to uniquely fit the needs of the community. We also built unique designs for the city parks, library, and theater. The navigation within this site is built based on services rather than department silos. Overall this website brings together an amazing mix of design expertise and functional clarity to create a great user experience!

The City of Troy, Michigan

www.troymi.gov



Details:

The City of Troy wanted a website to increase ease of communication to all of their audiences. In addition, the city has been experiencing an economic resurgence particularly in the technology sector. In fact, Revize headquarters are in the City of Troy! This project included custom designs for The City, Library, and Recreation Department. Integration with the City's existing 3rd party software was a major linchpin of this project. Included is a live-searchable "How Do I" section that narrows down results as the user is typing. This allows any user to easily find what they are looking for regardless of which department it exists under.

Government Account References

Client: City of Wylie, TX

Craig Kelly, Public Information Officer

Office: (972) 516-6016

Email: craig.kelly@wylietexas.gov

Website: www.ci.wylie.tx.us

Client: City of Dunkirk, NY

Contact: Dan Manzella

Office: 716-366-9876x3

Email: dmanzella@dunkirkpolice.com

Client: City of Olympia, WA

Joshua Linn, Website Administrator

Office: (360) 570-3782

Email: JLinn@ci.olympia.wa.us

Website: www.olympiawa.gov

Client: Town of Ontario, NY

Contact: Robert Kelsch, Town Clerk

Office: 315-524-7105 x6

Email: rkelsch@ontariotown.org

Website: www.ontariotown.org

Client: City of Arcadia, CA

Michael Bruckner, Assistant to the City Manager

Office: (626) 574-5433

Email: mbruckner@ArcadiaCA.gov

Website: www.arcadiaca.gov

Client: Tipton County, TN

Shawn Anderson, GISP Director

Phone: (901) 476-0234

Email: sanderson@tiptonco.com

Website: www.tiptonco.com

Why Choose Revize?

Top Ten Reasons Why Revize gives you the Greatest Value!

- Modern, timeless and unique website design integrated with online Government apps
- On-time delivery
- Competitive pricing
- Responsible stewardship of the organization's stakeholders
- Full functionality to update and manage your website
- All the tools/apps needed to increase communications with citizens
- An easy CMS to train employees quickly
- Extended phone and email support
- Unlimited Upgrades: Revize provides unlimited FREE upgrades to new and existing modules at no additional cost to you.
- Unlimited Upgrades: Revize provides unlimited upgrades to new and existing modules at no additional cost to you. Once you invest in Revize, you will receive free upgrades and feature enhancements for life.

“The Revize responsive website design is second to none for us providing an excellent experience for the growing number of residents, visitors and businesses accessing WylieTexas.gov on mobile devices. Our website’s progressive look captures the vibrant culture of our community.

— Craig Kelly, Public Information Officer, City of Wylie, TX



Did you know?

Revize CMS is one of the most advanced CMS in the government web design industry with over 23 years of development.

Awards & Accolades

We were thrilled with the outcome of our website redesign project. The Revize team was professional and responsive throughout the process.

- Tori Mathes, Communications Manager, City of Berkley, MI



The Revize Solution

Project Planning and Setup

What makes Revize unique in its project approach and experience is our thorough preparation for each individual community combined with the range of website deployments and creative, customized fit we implement for each client. From small to large, rural to urban, the Revize project management process guarantees a perfect fit between the concept of the deployment and the expectations of the client's level of engagement preferences. We use a standard, proven effective process methodology. Each client is unique and we tailor our process to fit their unique needs. For as long as you are our client you will have staff dedicated to your account and access to an on-line portal for communication, design process and on-going support.

Dedicated Accounts Manager: Your dedicated Account Manager will handle all issues related to your contract, pricing, future product add-ons, and general account satisfaction. During the initial kick-off meeting, your Account Manager will introduce you to the team, explain roles and responsibilities, and place you in the very capable hands of your Dedicated Project Manager and Designer.

Dedicated Project Manager: Your dedicated Project Manager will handle all issues related to the website design, development, navigation, content, training, timelines and deliverables, as well as ensuring that feedback and communication occurs promptly in order to keep the project on-track. Also, the dedicated project manager will be the point of contact for any future technical support or issues that need to be addressed during the deployment and post deployment of the site.

24/7/365 Project Portal Access: From day one, your project and on-going support is tracked in the Revize On-line Project Portal. The main point of contact you select for the project will receive an invitation to register, including setting up a secure user name and password. The Project Portal serves as a communication tool for any matter pertaining to your website design, development and on-going support even after your website is launched.

Timeline

Project Timeline		
Phase	When	Duration
Phase 1: Initial Meeting, Communication Strategy, SOW	Weeks 1 thru 3	3 Weeks
Phase 2: Discovery & Design	Weeks 4 thru 8	5 Weeks
Phase 3: Template Development, CMS Integration	Weeks 9 thru 11	3 Weeks
Phase 4: Module Setup	Weeks 12 thru 14	3 Weeks
Phase 5: Custom Development	Weeks 15 thru 16	2 Weeks
Phase 6: Quality Assurance Testing	Week 17	1 Weeks
Phase 7: Sitemap Development / Content Migration	Weeks 18 thru 20	3 Weeks
Phase 8: Content Editor and Web Administrator Training on your new website, final content changes and Go Live preparation	Week 21	1 Weeks
Go-Live (Average)		17-23 Weeks

Did you know?

The project planning process is designed to fit your needs. We will adapt our timeline if your schedule requires.

Revize Project Life Cycle

Phase 1: Initial Meeting, Communication Strategy, SOW

Your Revize Account Manager will set up the initial internal project planning meeting where we will talk about the overall management of your project, establish a timeline, and devise a Revize-Client Communication Strategy that will keep everyone engaged and up-to-date on the progress of the project. We will also discuss specific technical requirements of the project and determine the phases through which those requirements will be addressed. In addition, Revize will address the content strategy of the new site, any new content that needs to be written and how to fit the existing content into the new site. Additionally, as an optional item, Revize will discuss the process of conducting online surveys to gather feedback from your constituents for the new website layout and requirements. After this meeting, Revize will develop a Statement of Work and provide it to the client for review and approval. Prior to the design kick-off meeting, you will receive our questionnaire to complete with various answers that will help our designers gather information regarding your needs and preferences. Our team will also brainstorm ideas and suggestions with you during the meeting.

The questionnaire addresses various issues such as:

- As a result of a new website design and navigation, what are the main improvements you hope to achieve?
- What are some key points and areas you may want featured on the Home Page?
- Do you need help with logo design? Image? Marketing & branding?
- What key modules do you want featured in your web site, like Document Center, Report a Request, News & Events, Events Calendar etc.
- Do you need social media features need to be highlighted in the new site? etc..

Phase 2: Discovery & Design

If there is client approval, we will collect feedback from the residents on the new design layout by setting up an online survey with a set of standard questions. The survey questions need to be approved by the client prior to our adding a link from your current website. This link can also be distributed through other channels like email, newsletter or any other form of communications you might be using to stay in touch with your residents. Usually there is a 1- to 2-week survey period.

Once survey results have been tabulated and your needs have been determined, you and your Revize team will participate in a Design Kick-Off Meeting. A senior designer and team will conduct an in-depth interview, and brainstorm ideas with you about your vision for the look and feel of your custom website. Our efforts on this project will extend far beyond placement of provided information within a stunning design. It's about uncovering how your audience wants to be informed and applying our 23+ years of web design and development expertise to create the most effective ways of displaying that information and getting users to access and use your website. We always strive for nothing less than an award winning design!

Revize Design Principles

The Revize Web Application Developers are not only responsible for the look, functionality, and performance of your website. They are also responsible for the security of the web content and web-based applications they create. They ensure that the code supports secure authentication and authorization and provides access control mechanisms as required.

Good design principles are always based on readability, taking into consideration appropriate font type and size for headlines and text area, as well as line height – ensuring all page elements are balanced. Our designers also pay meticulous attention to their use of shadows and gradients. To the layman's eye there may not appear to be a shadow, however on the website the font will appear sharper (or maybe softer depending on the amount of shadow used).

Of course, color cannot be overlooked. Our designers first take the client's preferences, official logo colors, and pictures into consideration to create a color scheme consisting of no more than three colors. We then use variants and hues to create visual appeal, contrast, eye-catching allure and invoke the overall feeling that the client desires.

Last but not least is effective use of page elements such as call to action buttons, social sharing icons, email newsletter sign-up, and promotion areas. The ultimate goal is to provide an easy to navigate webpage that is informative without being overwhelming. Therefore, it is the designer's job to guide the client in making appropriate placement choices for needed items.

Revize Design Trends

There are some exciting new design trends, and Revize is always on the cutting edge, implementing the best of these innovations in our websites. We are especially pleased at how effectively they are proving to be in increasing engagement in government websites.

#1 Responsive Web Design – The most important development in website design in years, Responsive Web Design (RWD) automatically conforms and optimizes websites for any screen size. With the substantial increase in smartphone and tablet users today, people are going online using a vast number of devices with wildly different screen sizes. Our websites offer this very important feature of easily and cleanly conforming to computer, tablet and mobile device screens.

#2 Liquified Content – This is another important trend that address the fact that information is no longer static or concrete. Instead, content is specifically customized for each unique user. Liquidity of content enhances the immediacy and flexibility of content. The more liquid your community's content, the easier it is for residents and businesses to access this information in ways and via the channels of their choice: fixed or mobile, interactive and live. Revize is able to effectively make your content liquid. This will make it adaptable to various situations and, therefore, easy to reuse in different contexts distributed for a variety of display formats and communication channels.

#3 Image Tiles – This is a trend that enables developers to display content in a pin board style of display. Revize now offers this feature, which creates a very visually appealing display of content, such as pictures or social streams. Image tiles also help promote engagement by encouraging site visitors to comment or reply to items from directly within the image tile. This is an especially useful option for web pages promoting tourism.

#4 Parallax Scrolling – This is a highly advanced, innovative design technique for sophisticated websites. Parallax Scrolling allows Revize to build websites in multiple layers, with content that moves across the screen at different speeds as visitors scroll. This unique design technique is very visually engaging and can help improve time-on-site metrics.

#5 Innovative Typography – This plays a very important role in website design, image and branding, and is especially important for maximizing the look and feel of the website when accessing it from mobile devices. Our designers are experts in effective typography and take many factors into consideration when selecting the type of fonts, font sizes, and colors to be used for a website.

#6 Social Feeds – With the proven ability to strengthen and deepen interpersonal connections, social networks present a wonderful opportunity for government organizations to increase community engagement and make governments more accessible to the people they serve. One method already mentioned for improving social activity is using pin boards; another is creating a social area or social wall that combines activity from multiple social networks, like Facebook, LinkedIn, YouTube and Pinterest. Revize offers a comprehensive line of popular social media applications and networking.

“Over the past 23 years, Revize has mastered the art of designing government websites.”

Key Phase Objectives & Deliverables:

The following steps are followed while designing new sites

- Establish Needs and Creative Direction: Understand your objectives and requirements, and provide recommendations for effective online branding pertinent to your requirements, existing branding and your web audience’s needs. The Revize designer will also conduct his own research in order to capture the character and “feel” of your area, which will inspire ideas for the overall design direction of the website.

- **Main Menu Navigation & Home Page Wireframes:** Work with you to establish a main-level navigational architecture and identify key items accessible from your home page. This establishes a baseline for the navigational structure, as well as the preferred content structure (wireframe*) for the home page.
- **Page Layout and module placement:** We will follow all the best practices to layout the different features and modules so that they can be easily accessed by your residents. For example, on the home page there will be sliding picture gallery and quick link buttons for Notify Me, Report a Concern, Document Center, FAQs etc. Also the news and announcements module and events calendar would be integrated into the website, along with the Social Media Center.

Please Note: The home page “wireframe” will simply serve as a realistic guideline in terms of content placement, but will not include the final text nor final imagery for this phase. Please see a sample wireframe to concept development snapshot in the next page.

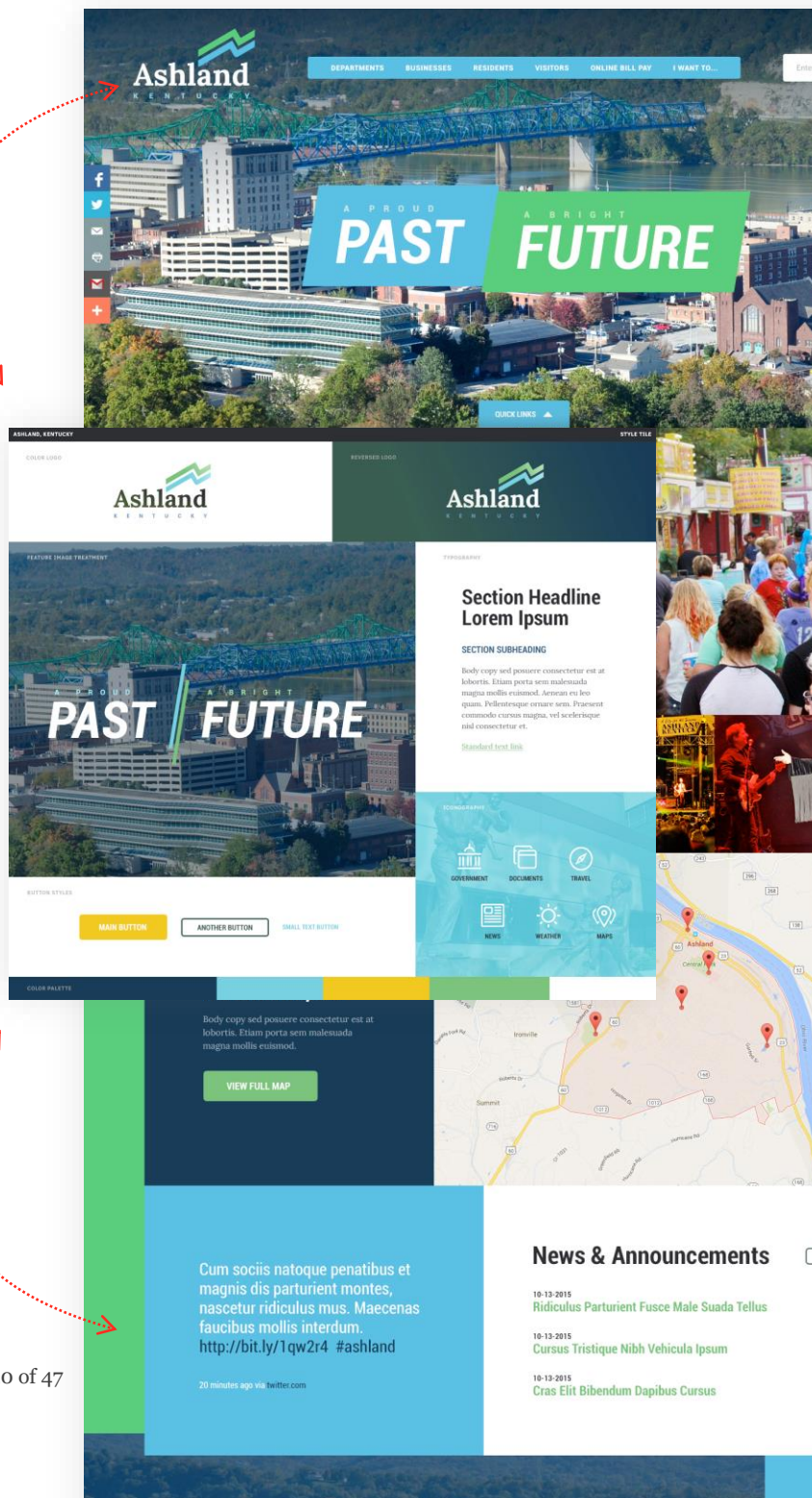


Did you know?

Revize will provide a 100% from scratch design with a satisfaction guarantee!

Wire Frame to Concept

- **Design Deliverable:** The design concepts for this phase will be based on one or possibly two home page layouts. The client will review and provide design feedback to the designer for changes. Revize asks that clients have no more than three iterations of changes up to the point that the final concept is approved.
- **Final Home Page Sign Off:** When all changes have been made, Revize will present your final home page design and layout for approval. Customer approval is required to proceed to the next phase, the inner pages of the website, and the process repeats itself before the actual HTML & CSS is written.
- **Final Inner Page Sign Off:** When all changes have been made, Revize will present your final inner page designs and layouts for approval. Customer approval is required to proceed to the next phase, when the actual HTML & CSS is written.



Phase 3: Template Development, CMS Integration

First, the Revize development team will transform the approved designs from mere pictures into fully-functioning HTML/CSS and Revize Smart Tag enabled web page templates using the Revize Dreamweaver Extension. The Revize Smart Tags are fully customizable and allow customers to expand functionality as needed. To maximize this extensibility, the full Revize Java API is provided to clients with our Advanced Training Program.

Phase 4: CMS Modules Setup

In this phase, all of the features and modules the client has requested will be set up, e.g. calendar, document center, picture galleries, alert center, e-Notify, etc. are all brought to life and made functional while also being tested in the Revize CMS. Revize enhances current modules and adds new modules continuously, and you will receive all future updates to modules at no additional cost.

Phase 5: Custom Functionality Development

In this phase and according to your specifications, custom functionality of existing CMS modules, database scripting and programming, as well as any custom application development will be executed. The Revize development team will be interfacing directly with your technical staff to obtain information and test information exchange and application functionality. This phase may overlap phases 2 – 4.

Phase 6: Quality Assurance Testing

In our testing phase, we ensure that your website meets functionality, performance and security standards. Our QA team uses mock data to test navigation and interfaces of the templates, along with any custom developed applications or modules. Additionally, through a series of tests, we perform input validation to ensure that security mechanisms cannot be bypassed if anybody tampers with data he or she sends to the application, including HTTP requests, headers, query strings, cookies, and form fields. We also ensure that when errors do occur, they are processed in a secure manner to reduce or eliminate exposure of sensitive implementation information.

Phase 7: Content Development / Content Migration

Revize will develop all of the pages for your site to make the initial content available upon site deployment. Our content development and migration experts use the latest standard formatting practices to develop the navigation and create the most effective content possible for your website. This includes spelling and style corrections into the new website.

There are no limits to the number of pages you can create after you have gone through training.

Revize will implement an effective website architecture with the latest technology and usability trends so your website visitors can find information in an instant. We will also assess your current website content and incorporate what you currently have with additional content to maximize interest and excitement for your readers. Our content experts are educated in proper writing and terminology, and will use correct grammar, spelling and punctuation.

Our web designers use creative typography which makes the website more visually appealing and also plays a role in defining the hierarchy of content to be placed on the web page. Variations in size and color are used, as well as strategic placement on the page to highlight certain site areas so the visitors can easily navigate the site. Effective typography also ensures that your website will look good on desktop, laptop, mobile and tablet devices.

Phase 8: Training Your Staff

Once your website is ready for you to begin editing, you will be able to easily revise your content as often as needed. Revize will train you on how to operate the Administrative and Content Editor functions so you can manage your website. We typically provide this training on-site; however, we can also provide on-line training for your staff if you prefer. For your convenience, training materials can be downloaded from the Revize website. After training, our friendly and responsive support staff is always here to answer questions and provide training refreshers as needed.

Hosting Service

Revize has partnered with Amazon Web Services (AWS) and Google Cloud Service Platform (GCP) for its LIVE WEB server hosting infrastructure needs. Both AWS and GCP are industry leaders in high availability cloud server architecture, both server farm infrastructure is highly secured, scalable and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster. Also, Revize has dedicated CMS servers in two state-of-the-art physical data centers located in Chicago and Detroit. Onsite/Offsite data backups of all of our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity.

Revize hosts your web sites and web applications on redundant (3 TB Hard Drive, 3.2 GHz CPU and 32 GB RAM) servers in order to provide enhanced performance and reliability. The Revize technology architecture physically separates the CMS from the website in order to provide another layer of redundancy/security. With this model, we keep an up-to-the-minute exact duplicate of your website in the event your site must be restored. Revize support staff will simply republish your site within a guaranteed two hours (as opposed to several hours or days time frame our competitors offer).

“Revize can provide clients with unlimited data storage server space for each website.”

Revize will host both your Extranet and Intranet; your Intranet is secure and only accessible by authorized users through a login system.

There are no special software requirements to run a Revize hosted website and CMS solution. We make it all very simple. All you need is an internet connection and a browser. We also provide complete maintenance of your website, which includes but is not limited to: OS patches, intrusion prevention, antivirus, and software upgrades.

Final Phase: You Go Live!

At last, your website content is complete and your staff is sufficiently trained! The final phase in the process is to redirect your website domain name from your old site to your beautiful new one. Once this is completed, Revize will closely monitor the transfer for the first 24 hours to ensure that everything is working properly. Any issues that arise will be immediately resolved.

Marketing & Ongoing Consultation

Revize seizes on every effort to make our clients' sites highly visible. We draft press releases for posting on our website and for distribution locally and will continuously monitor your site after it goes live so that you can take advantage of all marketing opportunities. We also look to submit your site for different awards and recognition competitions to further maximize your site's exposure.

Search Engine Registration and Marketing

Revize will input all the targeted keywords to make your web pages search engine friendly, thus enabling users to find targeted information when they do a Google, Yahoo or any other search on your site.

Security

Revize takes website security very seriously and we provide our clients with the very best website protection protocols. Our data centers are located on secure premises equipped with card-reader access, security cameras and guards on duty 24/7 to ensure the physical protection from unauthorized entry.

Our web and network administrators monitor network activity 24-hours-a-day to ensure system integrity and protection against threats such as Denial of Service (DoS) attacks that could corrupt your website or block user access. Maintaining the secure configuration of our web servers is managed through application of appropriate patches and upgrades, security testing, vulnerability scans, monitoring of logs, and backups of data and OS.

Security Controls, SSL, and Active Directory (LDAP)

- Anti-malware software such as antivirus software, anti-spyware software, and rootkit detectors
- Shield Plus Security Bundle to prevent DDoS attacks
- Intrusion detection and prevention software (such as file integrity checking software)
- Host-based firewalls to protect CMS servers from unauthorized access
- Patch management software
- Security and Authentication Gateways
- Content filters, which can monitor traffic to and from the web server for potentially sensitive or inappropriate data and take action as necessary
- HTTPS (Hypertext Transfer Protocol over SSL), which provides encryption and decryption for user page requests that require more secure online transactions
- SSL (Secure Socket Layer) provides an encrypted end-to-end data path between a client and a server regardless of platform or OS
- If you have an existing SSL Certificate we can transfer it to the new website. Otherwise, if included, we will install a new SSL Certificate upon go live.
- Active Directory (LDAP) is compatible with the Revize CMS. It can be set up in a variety of configurations. As part of the process we will work with you to determine which configuration will best meet your needs.

Application Security Authentication

- Role-Based Security: Role-based authentication to add individual user accounts and assign them system roles like Editor, Developer, Administrator, Workflow Approvers, etc., or department roles and empower the department to assign specific roles to users.
- Permission-Based Security: Ability to set up Content Owners/Editors and restrict which site pages they are authorized to update
 - Global & Department Workflow Management: Create workflow management and approval processes where authorized department personnel become approvers



Did you know?

Revize will host your website and CMS in at least two completely separate geographic locations!

Maximum Response Times

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Revize Support

- 7 a.m. – 7 p.m. EST Phone Support (Monday thru Friday)
- 24/7/365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- New and existing user training
- Training refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- E-Newsletter module support
- Automatic upgrades of CMS Modules such as Calendar, Document Center, etc...

Software Maintenance

Revize rolls out two new versions of the Revize CMS, and six to eight product updates every year. The Revize CMS is continuously enhanced to keep pace with cutting edge technologies and industry trends. When a software update or new version is rolled out, Revize will automatically update all servers used by our subscription service clients.

“As a Revize client, you will receive full access to all enhancements to the core components and modules in the Revize CMS at no additional charge.”



Revize Project Team

Revize understands the importance of having a talented and experienced staff. We are proud of our well-respected team of top notch experts in the field of government website design, development, analysis, content management, training and support. From the first creative concepts through to the design phases, and from site launch to training of personnel and continued support of your website project, we have the right group of seasoned professionals to work with you through the website process and beyond. We are pleased to introduce them:

Thomas Jean

Project Manager

As a project manager, Thomas has brought to Revize a very special skill set. Not only does he manage some of our highest priority projects, he is also a subject matter specialist when it comes to the inner workings of government. As an elected Township Trustee in a Michigan Township, he knows the advantages that come with modernizing the way government does business. Additionally, he serves as President of a registered 501c3 non-profit organization, Genesee Forward, that promotes community development. With his unique background and education from one of the nation's top universities, Thomas is uniquely experienced to give an honest and accurate assessment of your community's website needs.

- Philosophy: Learn as much as possible about our clients and use that knowledge to help build an amazing website.
- Education: BA degree in Political Science from University of Michigan;
- Expertise: Government procedure, special projects, public affairs, community development.
- Role on your website project: Project Manager

Joseph J Nagrant

Business Development Director

Joseph is an accomplished professional internet and website design consultant with more than 20 years of successful business development and account management leadership experience. He has worked with well over 500 townships, cities, counties, educational institutions, companies, and non-profit organizations. He's a foremost expert in translating technical solutions into compelling living websites and other online community building opportunities. Additionally, he is a board member for Mott Community College (Flint, MI) MTEC Center, IT Advisory Council, Education Advisory Group. He also participates in many government discussions regarding the Internet for government use, including being a frequent guest on WDET (NPR) public radio and in The Detroit News. He has an excellent reputation for building and sustaining effective, long lasting client relationships.

- Philosophy: "Put yourself in the client's shoes and do what is best for them."
- Education: BS in Electrical Engineering, Lawrence Tech University, MS in Business, Central Michigan University.
- Expertise: 29+ years of project, sales and marketing experience with government, education, corporate, and non-profit organizations.
- Role on your website project: Supervisor of account management between client and project team.

Ray Akshaya

Technical Director

Ray has 20+ years of extensive technical experience with internet and website solutions. He has worked on hundreds of government, non-profit and educational websites and has a keen eye for web visitor requirements, information architecture, and usability. He is also a long-time veteran of Revize Software Systems and our clients enjoy working with him. In his career, he has deployed and/or assisted with technical solutions for more than 500 websites. When working on a project, Ray always visualizes himself in the client's chair at the closing stages of the project and makes sure that all decisions made on a project are in alignment with the client's vision and best practices for developing the system.

- Philosophy: "Work Hard, Help People and Live Honest."
- Education: MS in Engineering Science, Louisiana State University, Baton Rouge
- Expertise: Client Management, Project Management, Technology Development for CMS & Web Apps

- Role on your website project: Technical Director

Samir Alley

Creative Director

Samir has more than a decade of experience in managing web site design projects. He has deployed 360+ municipal websites and has a solid background in web design and the latest web technologies. Formerly with Google, Samir is a leader equipped to handle any kind of sophisticated web project. He is an exceptional communicator with an innate listening skill that gives him the ability to understand and deploy a client's unspoken needs. Samir's blend of creativity, proficiency, and technical knowledge is unsurpassed in the industry.

- Philosophy: "Empathy, Focus, and... Impute"
- Expertise: Web Project Management - Adobe Design Premium CS5.5: Photoshop, Illustrator, InDesign, Flash, DreamWeaver, Fireworks, HTML, CSS, CSS3, SEO, PHP, JavaScript, MySQL, JQuery and HTML5.
- Role on your website project: Graphic design of website and backup support.

Derek Ortiz

Website Developer Front End Application Manager

Derek is the senior front-end developer and designer manager for Revize with more than 10 years of experience in website development. He is highly skilled in his ability to leverage the latest technologies to create fast and innovative web solutions. He commands an intense, yet light-hearted creative presence at Revize, producing excellent website development work.

- Philosophy: Design and development are constantly evolving, and learning new methods and practices gives me a "geeky" excitement. What I truly enjoy most is that I can create what is considered to be art, but at the same time serves a very functional purpose through website programming.
- Expertise: Skilled in Adobe Design Premium CS5.5: Photoshop, Illustrator, InDesign, Flash, DreamWeaver, Fireworks, HTML, CSS, CSS3, SEO, PHP, JavaScript, MySQL, JQuery and HTML5.
- Role on your website project: Web development of website templates and backup support.

Denise Brazier

Project Manager/Trainer

Denise is an educator by nature. Her 20 years of experience in the public school system has made her a master of engaging participants during training. She effortlessly builds effective relationships with all clients. Denise has served as Advisory Counselor, Coordinator, Publicity Director, and Project Manager for several organizations in the education, non-profit and public sectors. She has been appointed to the state's quality committee evaluating organizational policies and procedures for recognition.

- Philosophy: "Always explain things in the terms of your audience to ensure their understanding"
- Education & Training: MS in the Art of Education from Marygrove College. Certification in Secondary Education
- Expertise: Training, education, teaching, public affairs and project management.
- Role on your website project: Trainer for the Content Management toolset and project manager



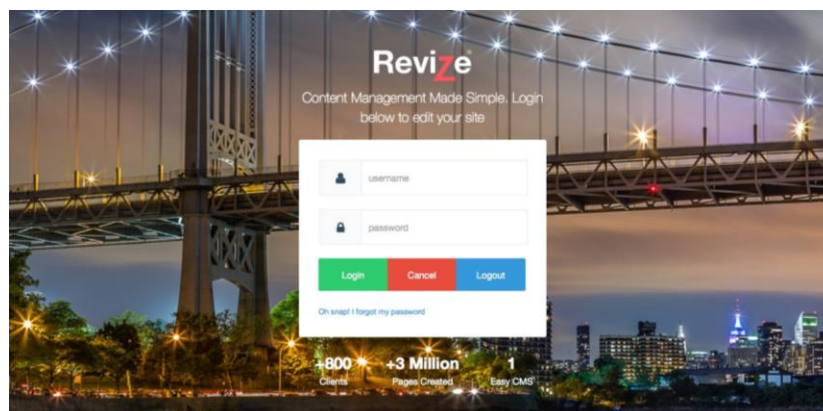
Did you know?

Revize will put together a project team based on the unique needs of your project!

Revize Government CMS User Interface

1. Revize CMS User Interface Home Page

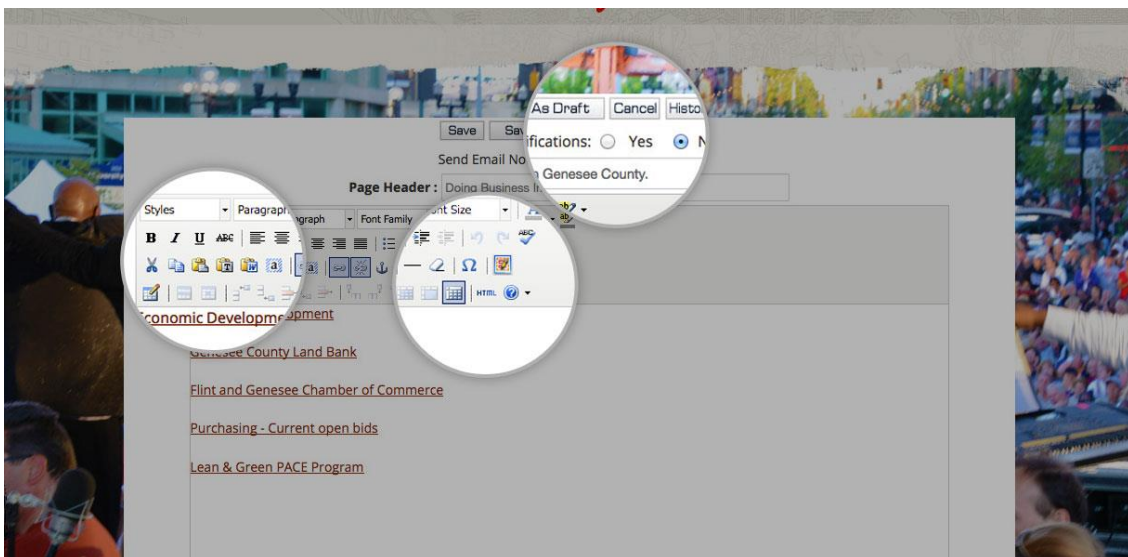
2. Users simply browse to a page that they want to edit, select the Login button, and then insert their Login Name and Password into a login screen as shown below.



3. Edit buttons appear on the page after the Login executes. Based on users roles/permissions, the appropriate buttons are displayed.



The input form appears as shown below. Content Editors can change banner, page heading and the content displayed in the center of the page. Notice the content is changed using a “Word Like” editor.



After the page is “saved”, the page can be sent to an approver for review or immediately published to the web site.

Revize Quote

Phase 1: Project Planning and Analysis, SOW	\$1,500
Phase 2: Discovery & Design from scratch - One concept, three rounds of changes, home page design, and inner page design, includes Responsive Web Programming for great viewing on mobile screens.	\$3,500
Phase 3 & 4: Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web application. You also receive all updates to all CMS modules for the life of your Revize relationship. And you own the technology, design and content!	\$5,000
Phase 5: QA Testing	\$900
Phase 6: Site map development/content reorganization and migration from old website into new website including spell checking and style corrections – up to 2,200 webpages and documents (approximate amount on your website today). To help remove stale content, Revize will not be moving over old announcements, events or calendar items.	\$4,400
Phase 7: Content editing and site administration training via web conference (one day session up to 8 hours)	\$1,000
Phase 8: Go live!	Included
Revize Annual Fee, pre-paid: Includes Unlimited Tech Support, CMS software updates (up to 3 users), security software updates, SSL security certificate, and website health checks. Website hosting Included free of charge (10 GB storage space, 100GB monthly bandwidth limit) with pre-paid annual fee (no email services):	\$2,100
Grand Total (1st year) Second year and onward investment	\$18,400 \$2,100/year

Flexible Payment Options Available

Revize provides a free website design refresh after year four of service if client signs a 5 year locked-in rate agreement

Website Features Included:

The Following Applications & Features will be integrated into Your Website:

In addition to the Government Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for government. All of those apps and features are fully described in the following section. The applications and features are grouped into five categories:

- Citizen's Communication Center Apps
- Citizen's Engagement Center Apps
- Staff Productivity Apps
- Site Administration and Security Features
- Mobile Device and Accessibility Features

Citizen's Communication Center Apps

- Home Page Alert
- Document Center with keyword search
- FAQs with keyword search
- Staff Directory with keyword search
- News Center with Facebook/Twitter Integration
- "Share This" Social Media App
- Online Web Forms
- Photo Galleries
- Quick Link Buttons
- New Revize Web Calendars with monthly grid and listing view
- Sliding Feature Bar
- Language Translator

Citizen's Engagement Center Apps

- Citizen Request Center with Captcha
- **Multi-use Listing Directory with picture, phone, email, Google navigator**
example: https://www.largo.com/facilities_directory/index.php
- Online Bill Pay via Revize Partner
- RSS Feed

Staff Productivity Apps

- Image Manager
- iCal Integration

- Link Checker
- Menu Manager
- Bid Posting
- Online Web Form Builder with drag & drop text fields
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics

Mobile Device and Accessibility Features

- ADA Compliant WCAG 2.1 AA
- ADA Accessibility Widget
- Responsive Website Design (RWD) for great mobile phone viewing

Revize Support Includes

- 7 AM – 7 PM EST Phone Support (Monday thru Friday)
- 24/7/365 Portal and Email Support
- Staff provides assistance and answers all questions
- Dedicated support staff
- New/existing user training
- Free Training Refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- Automatic upgrade of CMS modules, such as Calendar, Document Center, etc.
- Four major CMS upgrades per year
- Software and modules upgrades (automatic install)
- Server hardware and OS upgrades
- Immediate bug fixes/patches
- Round the clock server monitoring
- Data Center Network upgrades
- Security and antivirus software upgrades
- Firewall and router upgrades
- Bandwidth and network infrastructure upgrades
- Remote backup of all website assets
- Tape backup of all website assets
- Quarterly Newsletters on major feature updates
- Regular webinars on CMS features and web site trends



Thank you

For Considering Revize

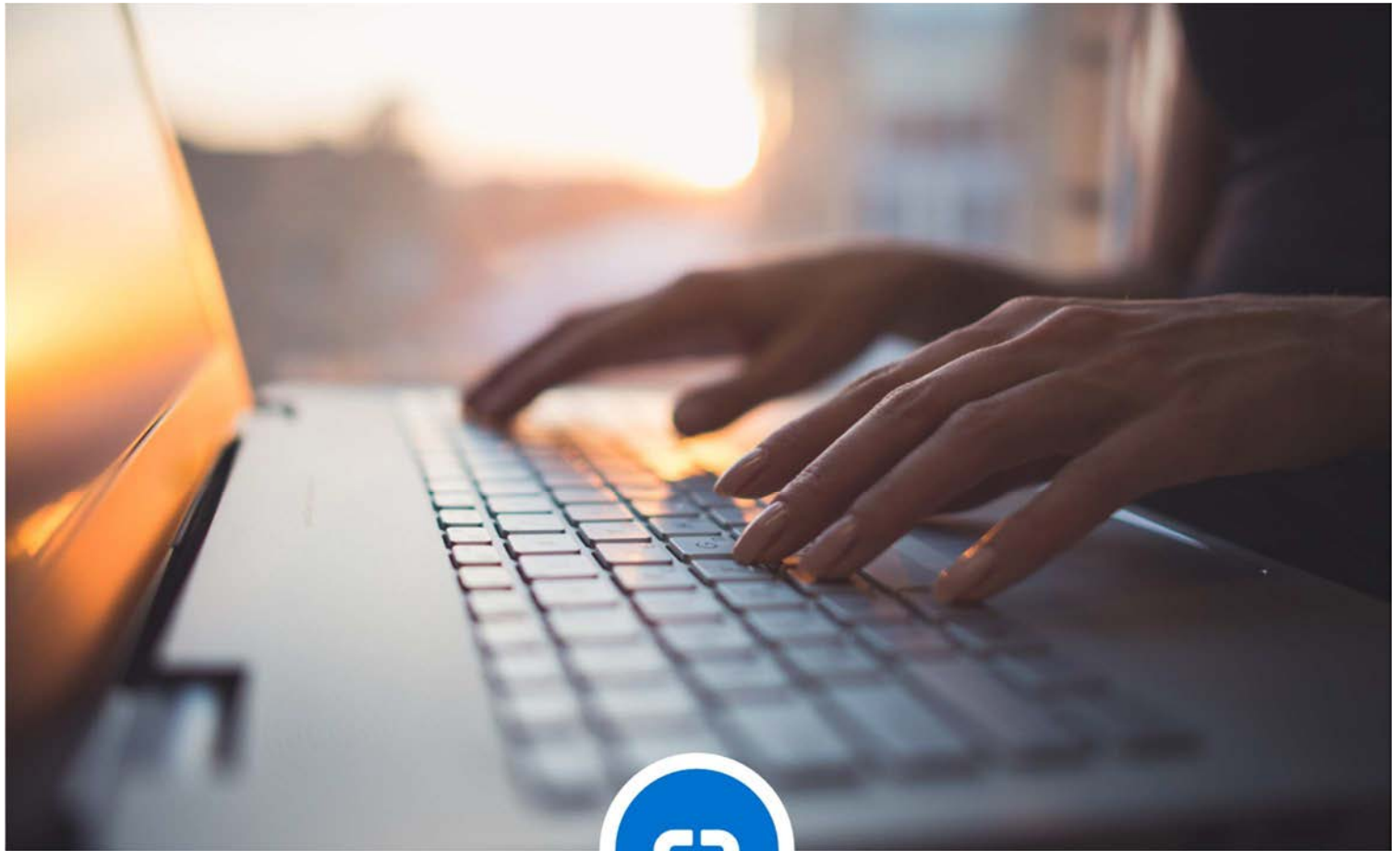
Prepared by Marcus Smith

Marcus@Revize.com

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www.revize.com



CIVICENGAGE OPEN

GOVERNMENT WEBSITE & ENGAGEMENT SOLUTION

Jackson, Wisconsin

Hector D. Ortega

PO Box 2235 Tallahassee, FL 32316

PH: 785-370-7811

Email: hector.ortega@civicplus.com

Letter of Interest

July 7th, 2022

Dear Jackson Village Selection Team:

Every interaction between a member of your community and your local government is an opportunity to create a positive civic experience. At CivicPlus®, LLC (CivicPlus), our mission is to help make local governments work better. To do that, we build technology solutions to empower you and your staff to create digital interactions that are personalized, frictionless, and singular.

With a CivicPlus website, you won't simply receive a communication platform—you will also obtain the tools to build a trusted and long-term relationship with its residents. By partnering with CivicPlus, you'll receive:

- A responsive design that is available to your residents from anywhere on any device
- A comprehensive suite of features and tools tailored to the functionality you need most
- The hands-on migration of existing content by our team of experts
- 24/7/365 emergency support with secure hosting and maintenance

In addition, if you choose to integrate your website with our agenda and meeting management and codification solutions, you will realize even greater efficiency. Mark ordinance agenda items as approved and automatically schedule them for supplementation and publishing to your online code of ordinances and your website. These integrations can include unified search and cross-links across each platform.

We have worked with cities, towns, villages, counties, and other local government agencies for decades. As a result of our continued collaboration with customers, we have designed an intuitive website solution that is tailored to satisfy the needs of your municipality.

We thank you for your review of this proposal and look forward to working together to create positive civic experiences in Jackson Village.

Sincerely,

A handwritten signature in blue ink, appearing to read 'B. Geiger'.

Bob Geiger, CivicPlus Vice President, Sales

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02	Letter of Interest
03	Contents
04	Company Profile
05	References and Design Examples
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10	Project Timeline and Approach
15	Hosting, Maintenance, and Customer Support
17	Project Costs
18	Integrated Product Discount
19	Payment Schedule and Product Details Selection

Company Profile

Powering and Empowering Local Governments

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations. We are proud to have earned the trust of our over 7,300 local government customers and their 100,000+ administrative users.

In addition, 340 million citizens in North America are connected with their local government via our solutions and services.

Knowing that our tools help so many individuals find local information, apply for jobs, stay informed during times of disaster, request civic services, and be active in their communities pushes us to continually evolve our solutions as the needs of local governments evolve.



70

years of gov experience



7,300+

Local government clients



340

Million citizens connected with
their local government

Local government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

What sets us apart is our Civic Experience Platform. With it, municipalities increase revenue and operate more efficiently while fostering trust among Customers.

Custom | Ultimate Designs

We offer robust custom design capabilities for communities that want more flexibility and custom configuration with their website to align its visual aesthetic with their community's unique brand.

Acushnet Massachusetts

www.acushnet.ma.us

Population: 10,303



Kittery Maine

www.kitteryme.gov

Population: 9,490



St. Ignace Michigan

www.cityofstignace.com

Population: 2,387



Newmarket New Hampshire

www.newmarketnh.gov

Population: 8,931



Dripping Springs Texas

www.cityofdrippingsprings.com

Population: 4,119



Tuxedo Park New York

www.tuxedopark-nv.gov

Population: 623



Sabina Ohio

www.sabinaohio.us

Population: 2,556



Oradell New Jersey

www.oradell.org

Population: 8,219



Kenilworth New Jersey

www.kenilworthborough.com

Population: 8,194



Website Content Management System Features and Options

Our website design solution is designed for local governments by experts in local government. It utilizes Drupal, an open-source platform that powers millions of websites and is supported by an active, diverse, global community.

Key Project Deliverables

- ✓ Website Design
- ✓ Content Migration

- ✓ Hosting
- ✓ Support

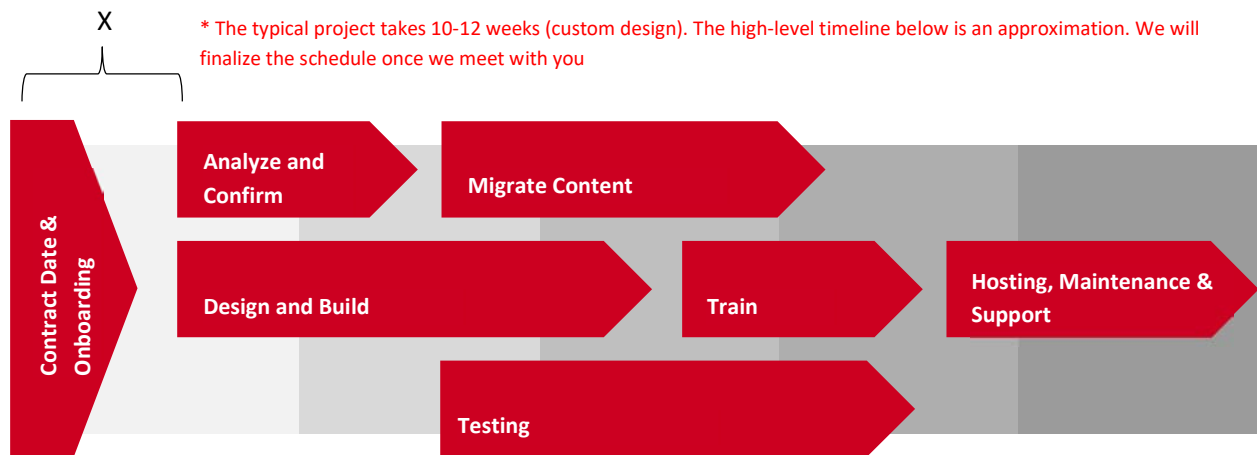
- ✓ Training

Feature	Ultimate
Responsive Mobile Friendly Design	✓
Simple Page Editor	✓
Best-In-Class Search Engine	✓
Social Media Integration Facebook and Twitter	✓
Web Page Categories Build a page once, display in multiple places	✓
Department Micro-Sites Site-within-a-site	✓
Rotating Banners and Headline Articles	✓
Google Maps Integration	✓
Staff View Only Pages	✓
Bids & RFP Listings	✓
Resource Document Center	✓
Image Auto-Scaling and Resizing	✓
Site Metrics Google Analytics	✓
Schedule Publish On/Off Dates	✓
Unlimited User Logins	✓
Unlimited Content	✓
Word-like WYSIWYG Editor	✓

Board and Committees	✓
Links and I-Frame for Third-Party Solutions	✓
Unlimited Online Fillable Forms	✓
Emergency Alerts	✓
Meetings Agendas Minutes and Videos	✓
Event Calendar	✓
Page Versioning Audit Trail	✓
Latest News Press Releases	✓
Anti-Spam Controls	✓
Email Harvesting Protection	✓
Broken Link Finder	✓
Dynamic Sitemap	✓
Support For Windows, Mac, Linux	✓
Video Integration YouTube, Vimeo	✓
Customer Owns Rights to All Data	✓
Organization Staff Directory	✓
Frequently Asked Questions	✓
Secure Pages SSL	✓
Printer Friendly Pages	✓
Email Subscriptions and Notifications	✓
Text Notifications	✓

Options		Ultimate
Specialty Subsites		\$1500 / year
Additional Training Sessions		\$0 / session Regularly Scheduled Live Online Zoom Training, Videos, Available for You to Attend
Chat Bot		\$2,500 / year

Project Timeline and Approach



Customer Responsibilities

A smooth, on-time deployment is dependent on the customer participation, providing timely information and approving proofs quickly.

- ✓ The customer will make available relevant images, photos, logos, colors, and other branding material as well as an inventory of existing applications, websites, and content at the start of this effort and create new content copy as needed
- ✓ The customer will assign a single point of contact that will be responsible for coordinating the schedules of other project stakeholders
- ✓ The customer will review any deliverables requiring formal approval within five business days and return all comments and issues at or before those five days have elapsed
- ✓ The customer will assign one person who will act as the ultimate decision-maker in the case where consensus among the team cannot be reached
- ✓ The customer must agree to the applicable terms of services for Google-related services such as Google Analytics and Google Maps to access those features. CivicPlus is not responsible for Google's decisions related to discontinuing services or changing current APIs

Phase 1 – Analyze and Confirm Requirements

Website Assessment	CivicPlus will analyze your current website(s) to assess the existing navigation, features/functions, and content quality
Organizational Overview Inventory and Survey	CivicPlus will provide an organizational overview document for your completion Deliverables: Organization Survey
Website Design Meeting	CivicPlus will conduct a design meeting with a customer-defined web advisory team. We recommend the advisory team be limited to a maximum of six members who will provide input regarding the overall design of the new website, including the site branding and high-level site navigation. This team will review initial and final website design concepts before go-live approval. Deliverables: Website design specification sheet (graphic design, information, navigation design)

Phase 2 – Design and Build

Design Concept Creation and Approval (Custom Designs)	CivicPlus will complete concepts for the homepage and interior pages. These concepts will incorporate all the graphical elements and the high-level sitemap. You will select a concept after a series of iterative design revision meetings—up to six revisions. Deliverables: Design concepts, Finalized design (Sketch, Figma, or Photoshop)
Website Setup, Configuration, and Customization	CivicPlus will create a fully functional website that includes the elements described in this proposal. CivicPlus will finalize any remaining components within the approved design and navigation as part of the website setup. Deliverables: Functional beta website with approved design, Content migration

Phase 3 – Migrate Content

Content Finalization and Departmental Acceptance	CivicPlus will migrate initial content for your staff to finalize before go-live. See the pricing section for the specific number of included pages. Deliverables: Content creation and migration, Departmental content signoff
Meeting Agendas and Minutes	You will complete a Microsoft Excel template to provide information regarding each meeting and corresponding files. CivicPlus will then auto-import that content. You must use a standard naming convention to allow auto parsing of data. (e.g., minutes_061516.pdf) Deliverables: Content creation and migration, Departmental content signoff
Standard Web Pages	A standard webpage is defined as one that contains a title, body text, and up to five links, file attachments, or images. We will provide a custom quote if you require migration of more complex pages. Deliverables: Content creation and migration, Departmental content signoff
Directory Pages Staff Directory, Projects, Commercial/Industrial Properties, Business Directory, Ordinances/Resolutions	You may make these updates or complete a custom Microsoft Excel template to receive a custom quote for auto-importing. Deliverables: Content creation and migration, Departmental content signoff

Phase 4 – Staff Training

Staff Training

Throughout the development and after launch, you and your team can attend regularly scheduled online Zoom sessions, access on-demand video training and utilize other resources. Our training is offered to administrators and content contributors. **Deliverables:** Live Online Zoom Training, Videos and User guides

Phase 5 – Testing

Functional Testing

CivicPlus will perform a series of tests across multiple browsers and operating system versions to confirm site functionality and all features documented in this proposal. **Deliverables:** Completing Testing Checklists

Acceptance Testing

A standard webpage is defined as one that contains a title, body text, and up to five links, file attachments, or images. We will provide a custom quote if you require migration of more complex pages. **Deliverables:** Site acceptance by customer

Phase 6 – Go Live

Go-Live

We will work with you to make the appropriate A Record DNS entry changes to begin propagating the new production web server IP address. **Deliverables:** Accepted
Final Live Website



Hosting and Support

Data Center

We host your website in a secure data center. The data center is staffed 24x7x365. Your website is maintained using firewalls, load balancers, multiple web application servers, and a database server. We apply security updates to the entire web server stack regularly.

Data Transmission

We guarantee up to one terabyte of data transfer per month

Web CMS Software Security

We apply security updates to your Drupal-based CMS whenever updates are posted. Drupal has the confidence of millions of private and public sector websites, including whitehouse.gov, the City of Boston, and the City of Los Angeles. Several built-in security mechanisms are in place to prevent cross-site scripting attacks.

Web Transmission Security

Your website is secured with SSL to encrypt data transmission. We SSL-enable every page on your website for maximum security.

User Authentication Security

Our solution is configured with granular role-based permissions, and each user is required to log in with a unique user ID and password. We also offer a two-factor authentication option using Google Authenticate if that should be something you are interested in pursuing.

Data Backup

We back up your data in multiple geographic locations. Backups occur daily, weekly, monthly, and up to seven years of annual data backups.

Guaranteed Uptime

CivicPlus guarantees a web server uptime of 99.95 percent. If this service level is not met within a given month, you will receive a credit for that month's service.

Maintenance and Customer

24x7 Customer support

We will provide you with contact numbers to reach us 24x7x365 for emergency website issues. We will also be available from Monday to Friday, 7 a.m. to 7 p.m. CT via email and phone to handle routine website operation questions from staff.

Security upgrades

CivicPlus will apply security upgrades to your solution's core and contributed modules, ensuring that your website stays secure. We will perform security upgrades and other web server and website optimizations during off-hours, typically between 7 p.m. – 1 a.m. CT, if such work requires taking the website off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires downtime.

Site Monitoring and Site Recovery

CivicPlus will install auto-monitoring software routines that continually monitor website performance and alert us when problems occur. We will act as soon as possible and no later than two hours after detecting a problem.

Free feature upgrades

As we update our base features, you receive those upgrades for free.



Award-Winning

CivicPlus' customer service team has been honored with two Silver Stevie® Awards and four Bronze Stevie® Awards, which are the world's top honors for customer service, sales professionals, and more.



2021 Support Metrics

- Total Tickets – 103,759
 - Average Chat Response – 3.48 Minutes
 - Average Phone Response – 7:57 Minutes
 - Customer Satisfaction Score – 95.7%
 - Solved in One Touch – 71.2%
-

Project Costs

	Ultimate Design
One-Time Build Fee	☐ No Fee
Hosting and Support	☐ \$6,000/ year Standalone (+5% technology uplift/year)

Base Features: See the Features and Options Page

Content Migration: Full Content Migration + 3 Years Meetings Migration

Training: Regularly Scheduled Live Online Zoom Training, Videos

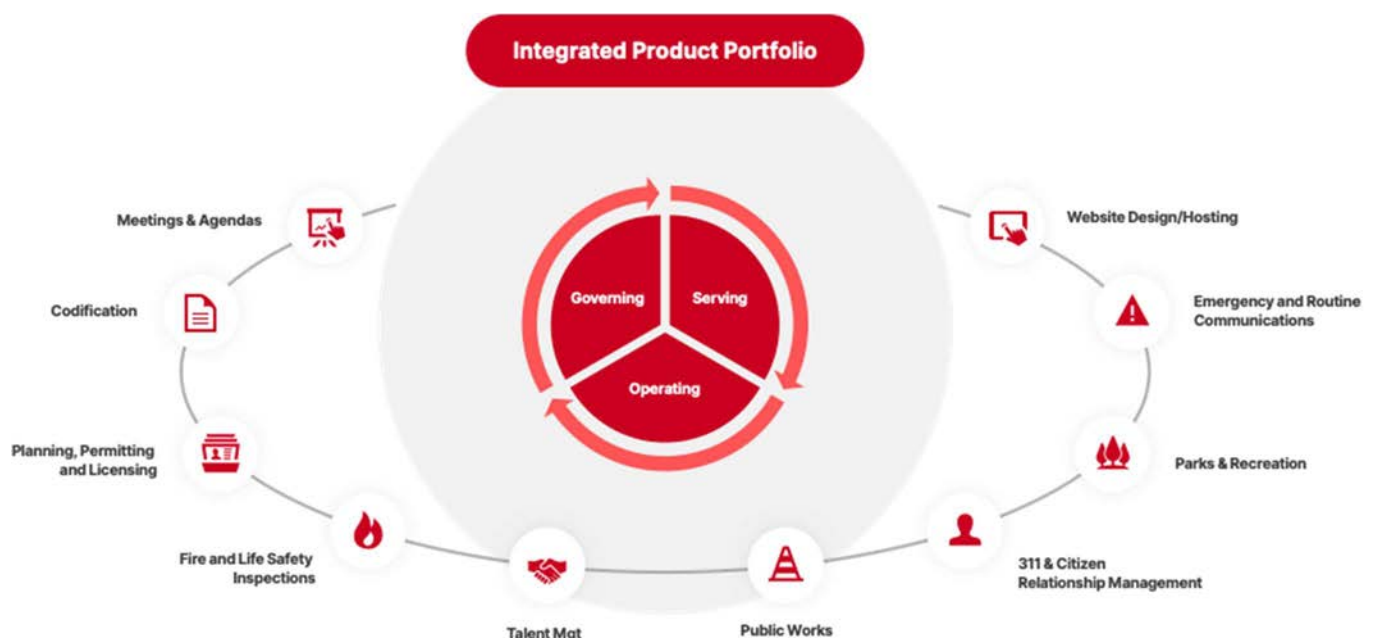
Your Integrated Product Discount

We will apply the appropriate discount to your future purchases of a **1) Drupal website**, **2) our integrated agenda and meeting management solution**, and **3) Municode codification**.

- **Meetings Management:** 10% (double bundle) and 20% (triple bundle) discounts apply to annual fees.
- **Codification:** 10% (double bundle) and 20% (triple bundle) discounts apply to annual fees for Self-Publishing Software **or** On-line Code Hosting Platform (MunicodeNEXT and Premium Features).

The Civic Experience Platform from CivicPlus

CivicPlus is the only government technology company exclusively committed to powering and empowering local governments to efficiently operate, serve, and govern through the use of our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams.



Payment Schedule & Product Details Selection

Upon signing of contract	100% of Year-1 costs
--------------------------	----------------------

Notes

- Upon receipt of your selections associated with this document, with special attention to the **project costs page** and the **add-ons page**, we will then create a formal summarized statement of work that delineates each item you have select for your final signature by a signing authority.
- Annual Recurring Services shall be invoiced on the start date of each Renewal Term. Annual Recurring Services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in year 2 of service. Client will pay all invoices within 30 days of the date of such invoice.
- If the payment schedule and terms noted above does not meet your needs, please discuss with us so that we can try to accommodate your goals.
- This document is marketing material and does not form a legal agreement with CivicPlus. This document shall not be incorporated into, nor form part of, the final agreement. Final pricing may be subject to change based on the actual line items agreed upon between the parties.
- Let us know if you would like more information regarding any of the following:

- ☐ Meetings and Agenda Management
- ☐ Codification (Municode)
- ☐ Emergency and Routine Communications
- ☐ Parks, Facilities and Recreation Management
- ☐ 311 and Citizens Relationship Management

- ☐ Public Works
- ☐ Talent Management
- ☐ Fire and Life Safety Inspections
- ☐ Planning, Permitting, Licensing, Code Enforcement

**CivicPlus**

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:

Q-26820-1

Date:

6/29/2022 12:34 PM

Expires On:

7/31/2022

Client:

JACKSON VILLAGE, WISCONSIN

Bill To:

JACKSON VILLAGE, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Hector Ortega	x	hector.ortega@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Ultimate CivicEngage Open Subscription	Ultimate CivicEngage Open Subscription	Renewable
1.00	Ultimate CivicEngage Open Build	Ultimate CivicEngage Open Build	One-time
1.00	CivicEngage Open Bids and RFPs Listings	CivicEngage Open Bids and RFPs Listings	Renewable
1.00	CivicEngage Open Private Pages – Staff View Only	CivicEngage Open Private Pages – Staff View Only	Renewable
1.00	CivicEngage Open Site Graphic Redesign Every 4th Year	CivicEngage Open Site Graphic Redesign Every 4th Year	Renewable
1.00	Text Notifications	Text Notifications	Renewable
Total Investment - Year 1		USD 6,000.00	
Annual Recurring Services - Year 2		USD 6,300.00	

Total Days of Quote:365

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://www.civicplus.com/master-services-agreement> ("MSA"), to which this SOW is hereby attached as the Statement of Work. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.
2. This SOW shall remain in effect for an initial term equal to 365 days from the date of signing ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term, or any subsequent Renewal Term, this SOW will automatically renew for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. The Total Investment - Year 1 will be invoiced upon signing of this SOW.

4. Annual Recurring Services shall be invoiced on the start date of each Renewal Term. Annual Recurring Services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in year 2 of service. Client will pay all invoices within 30 days of the date of such invoice.
5. Client agrees that CivicPlus shall not migrate, convert, or port content or information that could reasonably be construed as time sensitive, such as calendar or blog content, during the Project Development.
6. If a Recurring Redesign line item is included with the Client's quote in this SOW, starting after a period of months (36, 48, or 60 months as determined by the number of years in the redesign line item on this SOW) of continuous service under this SOW (the "Redesign Term"), Client shall be entitled to receive a redesign at no additional cost. Client may initiate such redesign any time after continuous service during the Redesign Term. Upon the initiation of an eligible redesign project, Client may begin accumulating eligibility towards a subsequent redesign after continuous service during a subsequent Redesign Term. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules and integration of third-party software. Recurring Redesigns are eligible for the website, subsite, and department headers included in this SOW only. Any subsequently purchased website, subsite, and department header shall not be included in a redesign hereunder.
7. Client allows CivicPlus to display a "Government Websites by CivicPlus" insignia, and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this SOW assumes such perpetual permission.

Signature Page to Follow.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW and the MSA terms and conditions found at: <https://www.civicplus.com/master-services-agreement>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax



CIVICENGAGE CENTRAL

WEBSITE DESIGN & HOSTING SOLUTION

Jackson Village, Wisconsin

JULY 7, 2022



Hector Ortega | Account Executive | hector.ortega@civicplus.com | 785.370.7811

CP CIVICPLUS

Company Overview

At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the residents they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, talent management, 311 and citizen relationship management, codification, and licensing and permits.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We consider it a privilege to partner with municipal leaders and provide them with solutions that will serve their needs today and well into the future

Contact Information

Hector Ortega
Account Executive
hector.ortega@civicplus.com
785.370.7811

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502
Toll Free: 888.228.2233 | Fax: 785.587.8951
civicplus.com

Experience

20+ Years
12,000+ Customers
900+ Employees

Recognition



11-time Inc.
5000 Honoree



govtech.com/100

Technical Support



Recognized with
multiple, global
Stevie® Awards
for sales and
customer service
excellence



CivicEngage CMS



The CivicEngage Central (CivicEngage) content management system (CMS) is robust and flexible with all the features and functionality you need today and in the future. Developed for municipalities that need to update their website frequently, CivicPlus provides a powerful government content management structure and website menu management system. The easy-to-use system allows non-technical employees to efficiently update any portion of your website.



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.

Bring Your Services Online

Our web technology is dedicated to finding the right solutions for government websites. With the CivicEngage CMS, you can bring daily services that your offices provide online.

- Create online forms with our Forms Center module. These completely customizable forms can be used as a means for residents to contact you with questions, requests, feedback, or to sign up for various events and activities.
- Provide sign-up opportunities for your residents to receive SMS and email communications on topics that are important to them with the Notify Me® module.
- Share the most critical and up-to-date information prominently on your website with the Alert Center, keeping your residents informed on those important events and issues.
- Showcase the most important information your residents need prominently on your website using modules such as Frequently Asked Questions, Quick Links, Calendar, and Staff Directory to provide much needed answers and stopping numerous phone calls or walk-ins.
- Smart design and layout choices as well as the use of our predictable site search will make locating key information quick and easy.

"I'm confident that any service our residents need can now be found in one to two clicks."

— Lana Beck, Government Relations and Communications Administrator for Pinellas Park, Florida

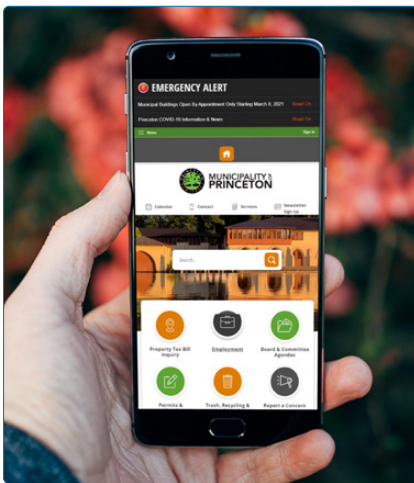
Features like these will make your jobs easier while also giving quick access to information for everyone in your community.

Modules & Widgets

Resident Engagement

CivicEngage offers several effective and easy-to-use resident engagement features. These tools easily integrate with the other key features.

- **Alert Center** – Post emergency or important information on your website and notify residents via email and SMS



- **Blog** – Post opinions/information about various community topics and allow resident comments and subscriptions
- **Calendar** – Create multiple calendars and events to inform residents of upcoming activities that are viewable by list, week, or month
- **Citizen Request Tracker (CRT)** – Allow users to report a problem and provide follow-up communication with the point of contact (includes five user licenses & 10 request types)
- **Community Voice** – Interact with residents about projects in your community
- **My Dashboard** – Allow users to personalize their dashboard to stay updated on news, events, and information they care about
- **News Flash** – Post organizational news items that are important to your residents

- **Notify Me®** – Send out SMS messages and mass emails to list subscribers (includes up to 500 SMS users)
- **Splash Screen** – A pop-up window that easily communicates critical local news, information, and alerts to your residents the moment they arrive on specified pages of your website

Document Management

CivicEngage comes fully-equipped with a robust set of document management tools that work with other key features of our CMS, making it easy to build dynamic content that is easy for residents to navigate and access.

- **Agenda Center** – Create and display agendas and minutes for various civic organizations
- **Archive Center** – Store agendas, minutes, newsletters, and other data-driven documents
- **Document Center** – Organize and house documents in one central location
- **Form Center** – Form Center – Create custom, online forms via simple drag-and-drop functionality, receive notifications via email, and track within the CMS



- **Photo Gallery** – Store and display photos
- **Staff Directory** – Share detailed contact information for your staff and offices

Information & Navigation

Organize your content and pages to make it easy to locate the information you and your residents need most with modules that help you update information quickly.

- **Frequently Asked Questions (FAQs)** – Answer the most frequently asked questions to reduce phone and foot traffic for staff
- **Graphic Links** – Place graphics on your website as links to other pages
- **Info Advanced** – Display important information on pages in a compact and easy-to-update module that provides detailed formatting
- **Quick Links** – Place links to often-requested information directly on the page of your choice

Department-Specific

There are several function-specific features and modules for government departments. These tools are integrated into the CivicEngage CMS and offer the ability to complete multiple steps in one action.

- **Activities** – Create, organize, and track activities
- **Facilities & Reservations** – Showcase community facilities and allow reservations online

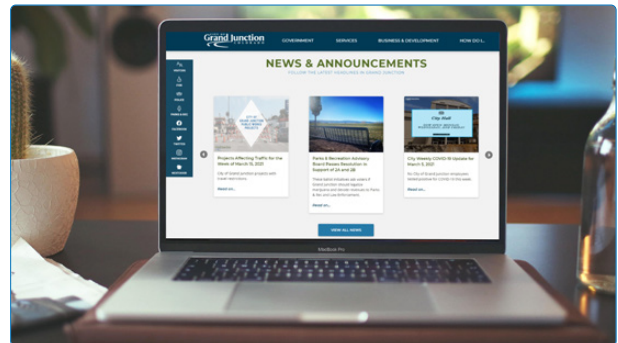


- **Job Postings** – Post available jobs online and accept online applications
- **Bids** – Post sortable and subscribable bids

Helpful Widgets

Widgets help your staff visually organize content on your website and tailor the look to meet the page's needs. A few of the most helpful widgets are:

- **Carousel Widget** – Group and display widgets in one location with arrow navigation functionality

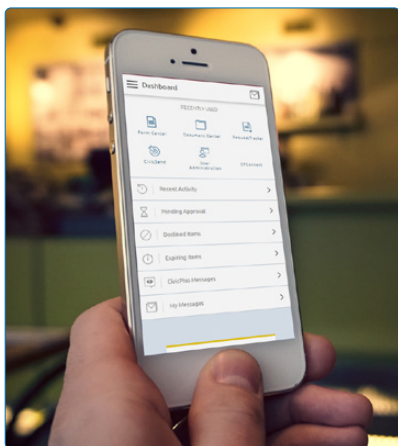


- **Custom HTML Widget** – Embed videos or other HTML features in your page
- **Editor Widget** – Edit text with word processing tools, plus web tools like code view and the Accessibility Checker
- **Form Center Widget** – Embed simple forms on a page
- **Image Widget** – Add images to a page
- **Related Documents Widget** – Create a dynamic list of documents referenced in the Document Center
- **Share Widget** – Add a share button to your page so residents can share content to their social media
- **Slideshow Widget** – Add a slideshow of images

Administrative Features

The administration of your CivicEngage website is browser based, with no installation of software needed. You'll be able to update your website from an internet connection on any platform (Mac or PC). Administrators can control the access to pages and manipulation of content as well as use automated features to streamline processes.

- **Administrative Dashboard** – A home base for messages and quick access to your recent activities and time-sensitive action items such as pending approvals and expiring items



- **Content Scheduling & Versioning** – Set your content to auto-publish and auto-expire, with an archive of all published content and previous versions
- **Dynamic Breadcrumbs & Site Map** – Breadcrumbs (used to show a visitor's location within the website) and the site map are dynamically generated and automatically update reflecting any changes made
- **Dynamic Page Components** – Modules such as Calendar, FAQs, and News Flash, may be included as dynamic page components on any page
- **History Log** – Track changes made to your website
- **Intranet** – Use permissions to set a secure location on your website that allows employees to login and access non-public resources and information

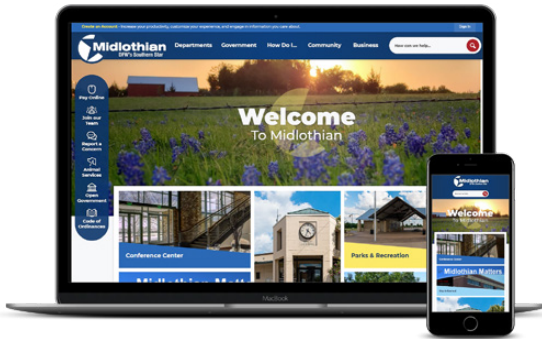
- **Levels of Permissions** – Assign staff members to groups with different levels of permissions of access and authority throughout the CMS
- **Pending Approval Items** – Administrators have access to a queue of pending items to be published or reviewed
- **Website Statistics** – Provided website analytics for analysis

User-Friendly Features

Not only is CivicEngage easy for your staff to use, various administrative features help make a more attractive, engaging, and intuitive website for your community.

- **Automatic Alt Tags** – Built-in features allow ongoing ADA compliance of your website
- **Design Essentials®** – Tools that allow your staff to build, modify, and manage your website's look within the design and structure parameters of your website
- **Link Redirects** – Instead of sending your users to <http://civicplus.com/248/Awards-and-Rognition>, you can send them to <http://civicplus.com/awards>
- **Live Edit** – See where your information will be posted on a page before you make any changes with our WYSIWYG editor and drag-and-drop tools
- **Maps** – Easily embed maps from Google, ESRI, and more using the HTML widget
- **Mega Menu** – A main navigation menu makes it easy to get to any page on your website quickly
- **Predictive Site Search** – Our powerful site search functionality automatically indexes all content making it easy for visitors to find information across pages, documents, and images
- **Site Search Log** – All search words are kept in a log
- **Printer Friendly** – Separates critical content from the website template to provide a clean print without menu structure and banner information included

- **Real Simple Syndication (RSS) Feeds** – Allow patrons to sign up to receive email notifications
- **Responsive Design** – With responsive design, your website adjusts to the screen size regardless of what device is being used, providing a seamless user experience



- **Social Media** – Set various modules to automatically post to your Facebook and/or Twitter feeds and incorporate compatible social media feeds and widgets into your website
- **Supported Browsers** – View your website in the two most recent versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome
- **Third-Party Access** – Utilize iframes, embeds, and/or links to most of your third-party services. Or use our growing list of APIs as well as options from Zapier to build applications right from your website
- **Translation** – Integration with Google Translate translates web pages into over 100 languages

Accessibility Compliance

With having over 20% of adults in the United States having a disability, you need a website that conforms to all residents. We provide highly compliant sites based on WCAG 2.0 A and AA guidelines, which encompass and surpass ADA accessibility requirements. This maximizes accessibility for all users while providing freedom to create a visually rich and appealing website. Our approach for each website includes the following steps to provide you a compliant and accessible website:

- We will deliver you a website that meet ADA (Section 508) and WCAG 2.0 A and AA levels.
- Your staff can use the Accessibility Checker within the CMS to scan content in the editor widget, News Flash, and FAQs for any accessibility issues so you can correct them before publishing.
- Our trainers will teach your staff best practices to keep your content and design elements accessible and up-to-date with the latest ADA/WCAG standards.
- Any new regulations that require code changes are done automatically, at least quarterly, with no additional effort required from you.
- In addition to updating the code, our product team also updates our best practices and provides regular updates to customers via our CivicPlus website, blog articles, webinars, and other publications.

AudioEye Partnership

CivicPlus also partners with AudioEye to provide a suite of accessibility tools and services at a discounted rate to our customers. Additional details and a quote can be provided upon request.

Credit Card Processing

CivicPlus Pay (Pay) is our integrated, secure, PCI-compliant, utility application. Local governments can use Pay within many of our solutions to enable seamless payment capabilities.

Pay acts as the connector to facilitate a transaction between the CivicPlus solution and the selected payment gateway. Pay offers integrations with several common payment gateways to provide flexible payment solutions. CivicPlus has partnered with several integrated gateways to enhance the customer experience through a streamlined relationship between the CivicPlus solution and the gateway that processes the payments.

If a partner payment gateway is utilized by Jackson Village, CivicPlus can assist with the facilitation, set-up, support, and troubleshooting services. Pay can also integrate with many other supported gateway providers in addition to our partner network, on a more limited fashion, to assist you in developing a successful system. Additional details on our approved partner network and other supported gateway providers is available upon request.



To utilize any of the approved gateways, an agreement will need to be executed directly between Jackson Village and the vendor, that will assess separate merchant account and transaction fees. Additional information can be provided upon request.

Because EMV and Card-Swipe devices are encrypted specifically for individual payment gateways, you'll need to procure any required devices directly from your selected gateway provider for either purchase or rent. We are happy to assist in your procurement of such devices.

The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized resident interactions. Local governments that leverage our Civic Experience Platform also benefit from:

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

CivicPlus Portal

The CivicPlus Portal is the ideal addition to your website to create personalized, one-stop access for your residents to obtain information, resources, and interact with your municipality.

By allowing residents to build a customizable dashboard with quick links to the pages and services on your website that they use most frequently, they'll be more likely to conduct regular revenue-generating business with your municipality, and your staff will benefit from reduced phone calls, walk-ins, and emails.

Resident Benefits

- Anytime, anywhere access to digital resident services
- One username and password or convenient social sign-on to access and interact with all your CivicPlus solutions
- A personalized dashboard that provides link cards to the services they use most frequently

Administrator Benefits

- A low-maintenance tool that increases accessibility, access, transparency, and trust with residents
- Reduced phone calls, walk-ins, and emails from residents searching for information
- Opportunities to increase revenue and foster civic participation

Integration Hub

Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and setup complex automations—without the need for a developer.

With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee) without the need for a developer.

The possibilities are endless with Integration Hub, but here are a few examples of integrations you can create with CivicEngage today:

- An integration that will take a News Flash update in a specific category and immediately post it to the Alert Center
- An integration that will push a new Calendar Event to post directly in the News Flash module

The Integration Hub will reduce the amount of manual work your staff needs to do in the course of their daily work. It saves valuable time by automating your most time-consuming manual workflows.



Implementation



Standard Project Timeline

A typical standard project ranges from 16 – 28 weeks. Jackson Village's exact project timeline will be created based on detailed project scope, project enhancements purchased, availability for meeting coordination, action item return and completion, approval dates, and other factors. Your project timeline, tasks, due dates, and communication will be managed and available in real-time via our project management software, Cloud Coach.

PROJECT START

1

Initiate

TWO TO FOUR WEEKS

- Project Kickoff Meeting
- Planning & Scheduling

Analyze

FOUR TO SIX WEEKS

- Customer Deliverable Submission
- Consulting Engagement

2**3**

Design & Configure

SIX TO TEN WEEKS

- Design Concept Development
- Content Development
- Agendas & Minutes Migration
- Website Completion

Optimize

ONE TO TWO WEEKS

- Website Finalization

4**5**

Educate

ONE TO TWO WEEKS

- Training Engagement

Launch

TWO TO FOUR WEEKS

- Website Launch

6

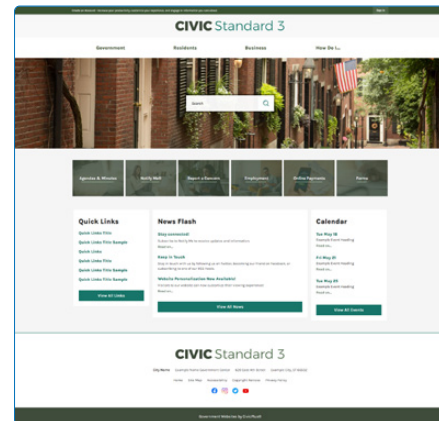
GO LIVE

Standard Implementation

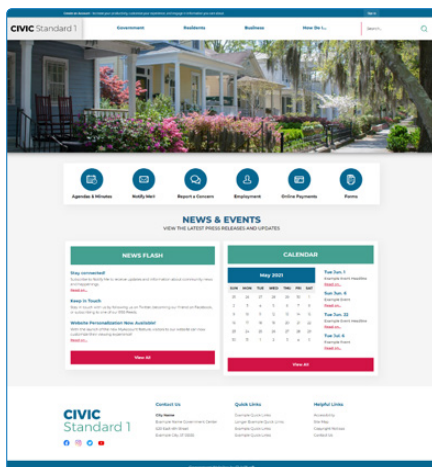
Design creation, content development, professional consulting, configuration for usability and accessibility, dedicated training – CivicPlus delivers all of this and more during the development of your new website.

Fixed Template Design

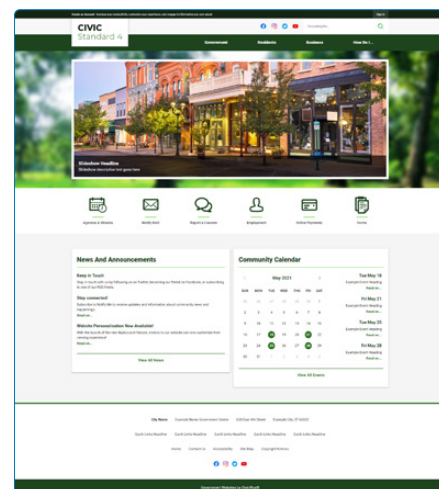
You will choose one of our fixed layout options as the base of your website. You will then be given the opportunity to submit personalized information, like imagery, branding, graphic button preferences, and more to be taken into design consideration. This finalized design will not only represent your unique community, but—combined with the functionality of the CivicEngage CMS—will help you provide an attractive and convenient online resource for your community.



Option 3



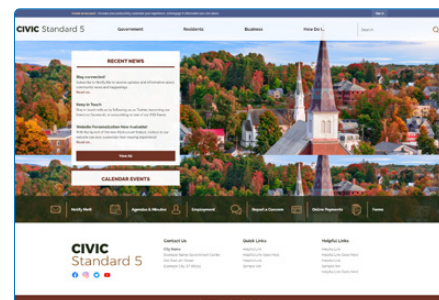
Option 1



Option 4



Option 2



Option 5

Content Consulting

Without usable and accessible information, you will simply have a pretty website that doesn't help you serve your constituents. Great content transforms your website into a useful tool you can utilize to effectively communicate with your community and do business with your constituents. During your Content Consulting engagement, one of our expert web consultants will help you perfect your website content to meet current usability and accessibility standards. We can do the heavy lifting—protecting your valuable time and reducing the effort needed from your team to prepare your website for launch.

With Content Consulting, we will work collaboratively with you to:

- Establish and confirm goals for your new website
- Map the approval process to be used during your website project
- Explain the content migration process
- Outline website architecture, global navigation, graphic buttons, and other navigational elements

Assess current content and create an action plan to address value-added content, content to remove, content gaps, best practices, and usability and accessibility.

Content Migration

Content Development

Our Content Development Team will migrate the agreed upon number of pages of content (including their text, documents, and images) from your current website to your new website. Content will be enhanced for usability and accessibility, and we will organize your website pages to make them easy to navigate.

Agendas & Minutes Migration

The Content Development Team will download, upload, and organize an agreed upon number of meetings to the Agenda Center module.



Training

Our goal with your training plan is to give your staff the skills and tools they need to quickly and easily keep your website current. Your trainer will deliver training sessions for both administrators and users. These sessions will be customized to equip your staff with the knowledge and comfort level needed to prepare your website for launch and maintain it in the future. The training session will utilize your production website, so users are familiar with your specific configuration and you get real, hands-on learning opportunities.

Your Role

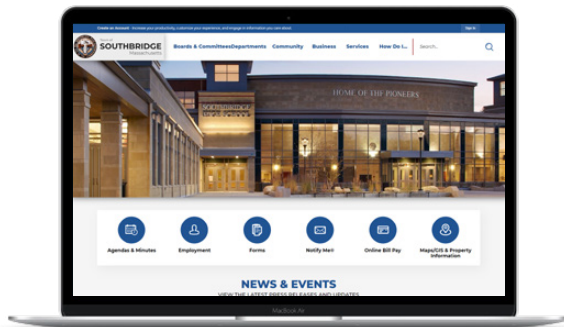
To help create the strongest possible website, we will need you to:

- Gather photos and logos that will be used in the overall branding and design of your new website
- Provide website statistics to be utilized in reorganizing your website content, navigation, and design (if available)
- Complete the Design Form to communicate design preferences
- Choose your desired layout
- Complete the Content Form
- Provide technical information in the DNS form for the set-up of your website domain name(s)
- Perform reviews and provide official approvals throughout the project
- Update the content on your current website and delete any pages you no longer need
- Track website updates to be completed during your training session
- Ensure you have the most up-to-date web browsers installed on your organization's computers
- Compile a list of your website users and desired permission levels
- Reserve training location and necessary resources (computers, conference phone, etc.)

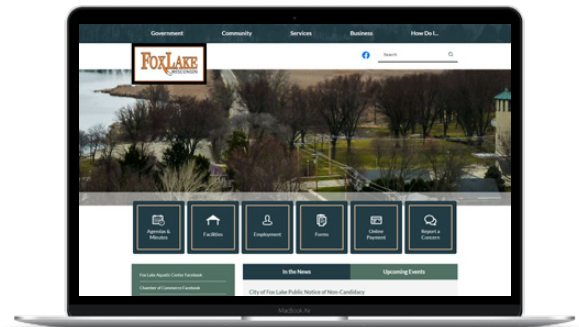
Standard Package Design Portfolio



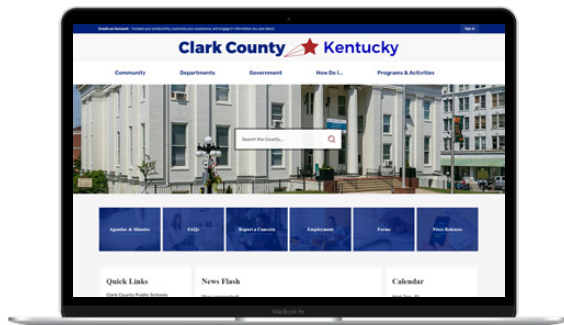
The included design portfolio will provide you with an idea of the different directions we can take your creative design with the standard implementation package. Please note that not all parties listed have agreed to be contacted for reference.



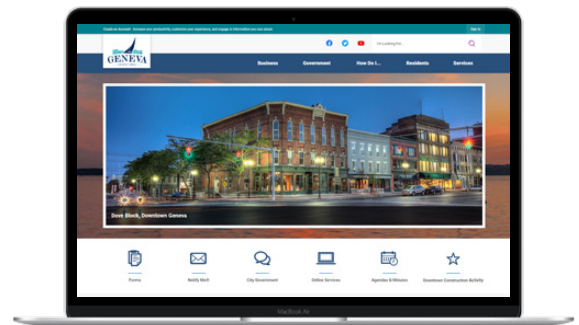
Southbridge, Massachusetts
ci.southbridge.ma.us



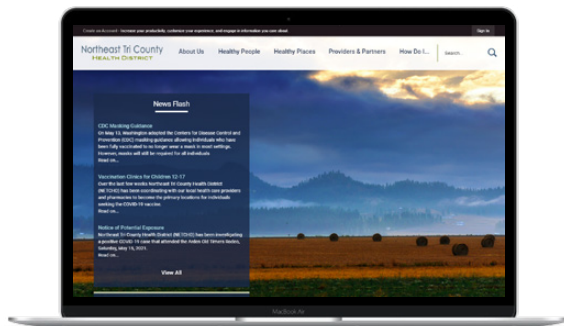
Fox Lake, Wisconsin
cityoffoxlake.org



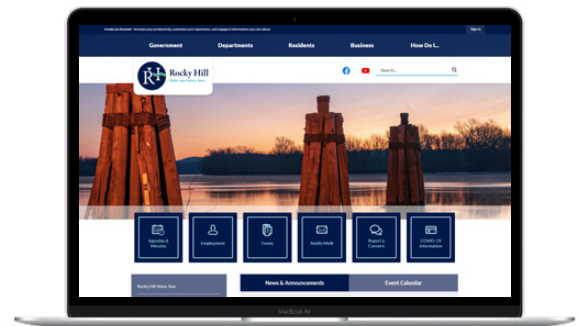
Clark County, Kentucky
clarkcoky.com



Geneva, New York
cityofgenevany.com



Northeast Tri County Health District, Washington
netchd.org



Rocky Hill, Connecticut
rockyhillct.gov



Ongoing Services



Technical & Ongoing Support

- Live technical support engineers based in the U.S.
- Weekday business hours: 7 a.m. – 7 p.m. (CST)
- Contact via phone, email, and live chat
- 4-hour response during business hours
- 24/7 emergency technical support for named points of contact
- Self-Service Help Center for tutorials and user guides and ENGAGEXCHANGE for customer connection
- Assigned customer success manager to ensure your complete and ongoing satisfaction

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades, fixes, enhancements, and operating system patches

“It’s your people that make you good at what you do... I’ve always had very responsive experiences when I’ve reached out to CivicPlus. I’ve worked with some great customer service reps at CivicPlus, and it’s that relationship that matters.”

— **Jean Carder, Communications Coordinator for Louisburg, Kansas**

Award-Winning



CivicPlus’ Technical Support Team has been honored with one Gold Stevie® Award, three Silver Stevie® Awards, and five Bronze Stevie® Awards, which are the world’s top honors for customer service, sales professionals, and more.

2021 Support Metrics



- **Total Tickets** – 103,759
- **Average Chat Response** – 3:48 Minutes
- **Average Phone Response** – 7:57 Minutes
- **Customer Satisfaction Score** – 95.7%
- **Solved in One Touch** – 71.2%

Hosting & Security

- 24/7/365 system monitoring
- Guaranteed 99.9% uptime (excluding maintenance)
- Highly reliable data center with a fully redundant network
- Software updates and security patches
- Multiple, geographically diverse data centers
- Disaster recovery with emergency, after-hours, live-agent support
- Guaranteed Recovery Time Objective of 8 hours
- Guaranteed Recovery Point Objective of 24 hours
- DDoS Mitigation
- DDoS Advanced Security Coverage at time of attack (additional fees)



Project Cost



CivicPlus can appreciate the monetary constraints facing our governments each day. To help ease these concerns and assist with budgeting and planning, our proposed project and pricing is valid for 60 days from July 7, 2022.

Features & Functionality

- CivicEngage Central CMS tools, widgets, & features
- One SSL certificate
- DNS setup & hosting for URL
villageofjackson.com
- 100 GB of storage

Standard Implementation

- One website design from choice of five fixed layout options
- 200 pages Content Development from URL
villageofjackson.com
- Up to 100 meetings worth of Agendas & Minutes
PDF/DOC Migration

Professional Services

- Two days virtual Content Consulting
- One day virtual training (limit eight attendees/
session)

Annual Recurring Services

- Hosting & security
- Software maintenance including service patches & system enhancements
- 24/7 Technical support & access to the CivicPlus Help Center
- Dedicated customer success manager

Year 1 Standard List Price

\$24,781

Year 1 Total Discount

(\$5,570)

Total Year 1 Investment

Includes development fees and Year 1 annual services

\$19,211

Year 2 Annual Recurring Services

Includes 5% technology uplift

\$4,200

CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in U.S. dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our customers. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

CivicPlus Offers:

Standard CivicEngage Central Invoicing

- The Total Investment - Year 1 will be invoiced upon signing
- First-year Annual Services fee is included with your Year 1 cost
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a five percent technology fee uplift each year starting Year 2 of your contract

Customized Billing/Invoicing

- Other billing options can be discussed before contract signing and, if feasible, a plan developed that works for all parties

- Not available with all CivicPlus products—please contact your customer success manager for more details

Payment Gateway Account

- Your chosen payment gateway will collect and disburse all credit card monies
- If selected, any of our partner payment gateway Vendors will conduct a rate analysis upon discovery to provide the most competitive percentage + fee per transaction rate
- CivicPlus Pay integrates with several payment gateways to provide maximum flexibility to our customers' needs

We will work with you before contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with Jackson Village.



CIVICCLERK®

Agenda Management System Premium Implementation

civicplus.com | 302 South 4th Street, Suite 500 | Manhattan, KS 66502 | 888.228.2233

 **CIVICPLUS®**

PS-04062022



Company Overview

At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the residents they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our customers, including solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, talent management, 311 and citizen relationship management, codification, and licensing and permits.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We consider it a privilege to partner with municipal leaders and provide them with solutions that will serve their needs today and well into the future.

CivicClerk, a CivicPlus company, delivers years of experience in agenda and meeting management software as a service technology that has been designed specifically to meet the needs of municipalities and their staff and officials.

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502

Toll Free: 888.228.2233 | Fax: 785.587.8951

12,000 +

local government customers across
the United States and Canada

20 +

years of experience with a focus to
help local governments

900 +

employees, many with experience
in local government

Recognition



11-time Inc.
5000 Honoree



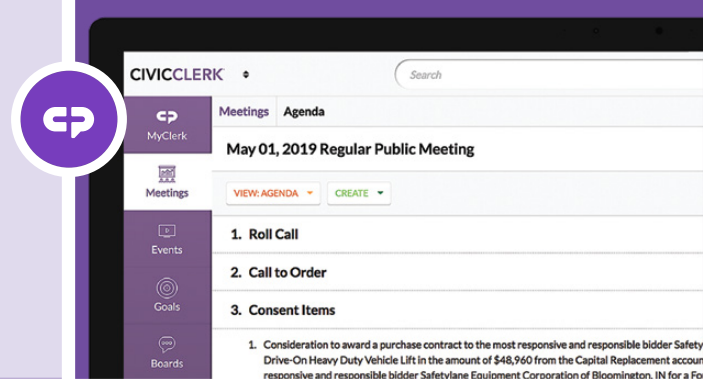
govtech.com/100

Technical Support



Recognized with
multiple, global
Stevie® Awards
for sales and
customer service
excellence

Why CivicClerk?



Clerks & Agenda Administrators

As the primary point of contact and documentation facilitator, clerks benefit from time-saving process automation without having to sacrifice control.

- Custom configurations based on business processes
- Total visibility into the agenda, meeting, and video content from one system
- Assign tasks to stakeholders
- Access to ongoing product education and industry-specific webinars, blog posts, and newsletters

Elected & Appointed Officials

Elected leaders benefit from a reliable and accessible interactive tool to prepare for and participate in public meetings.

- Secure, individual access to meeting materials with full-text search
- Pre- and during meeting annotation and note-taking functionality
- Device agnostic
- Electronic voting (additional fees apply)

Agenda Contributors

Item Submitters benefit from an easy-to-use interface that makes it faster to collaborate on agendas.

- Pre-formatted staff reports
- Versioning control
- A dashboard display for a quick review of outstanding task assignments
- In-application support

Managers & Administrators

As approvers, department managers and community administrators benefit from accessible collaboration tools and visibility into staff work.

- A user-friendly, intuitive system for all staff members
- Automated workflows
- Versioning control
- Customizable reporting

Information Technology Leaders

Internal IT stakeholders benefit from peace-of-mind and the near-elimination of system questions and complaints.

- Secure, cloud-based hosting
- Unlimited users and storage
- Automatic upgrades
- Built-in integrations with Dropbox, Microsoft's One Drive and Google Drive, and API availability
- 24/7/365 U.S.-based support

Residents

Members of your community benefit from transparency and accessibility to public meeting content.

- PDF downloads of agendas, packets, minutes, notices, and other documents
- Dedicated citizen portal with email subscriptions and full-text search
- Side-by-side agenda and video display using CivicPlus Media (additional fees apply)
- Accessibility portal designed to WCAG 2.0 A and AA standards

AGENDA & MEETING MANAGEMENT

CivicClerk is a comprehensive, collaboration tool to help aggregate information, reports, approvals, and notes in a single, transparent, cloud-based repository. CivicClerk brings teams together, fosters dialogue, and expedites reviews and approvals, offering the critical functionality needed by every stakeholder at their crucial point in the review and approval process.



Meeting Preparation and Item Submission

- Create agenda items and draft staff reports
- Upload attachments
- Submit for approval



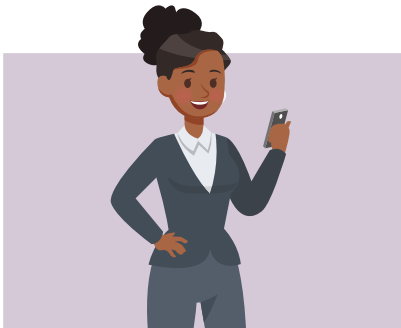
Review and Approval from Collaborators

- Receive, review, and revise agenda items
- Assign tasks with due dates
- Visually track item status



Agenda Generation and Publication

- Publish to web and send to board members and subscribed residents
- Easy last-minute additions and agenda revisions



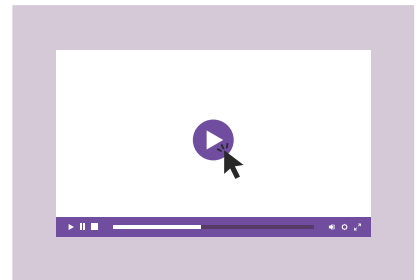
Meeting Participant Preparation

- Board members and residents view agenda and meeting packet on any device
- Board members create annotations
- Available accessibility portal designed to meet WCAG 2.0 A and AA requirements



Meeting Day

- Add and call speakers and run speaker timer
- Capture motions, votes, comments, and discussion from the meeting
- Create video bookmarks using CivicPlus Media (if applicable)



Post-Meeting

- Make any necessary revisions to meeting actions and discussion recorded during the meeting
- Generate and distribute or publish draft and final meeting minutes
- Use preformatted text snippets to populate your minutes document



Features & Functionality



CivicClerk is the fastest, most intuitive way to streamline the entire agenda management process — from creating agenda items to managing live meetings. It provides time-saving automation while allowing clerks to balance these conveniences with manual controls and overrides. Internal collaboration with CivicClerk is easy with customized workflows, version tracking, and built-in communication tools.

Our innovators designed CivicClerk to offer configuration flexibility so that the system can be scaled from the most simple agenda process to the most complex. Built-in integrations and a suite of APIs make working with other internal applications easy. CivicClerk's user-defined roadmap ensures that the product will continue to grow and adapt as transparency requirements and compliance expectations change.

Fully Integrated, Cloud-Based Software Suite

- User-friendly, modern interface
- Unlimited users
- Unlimited storage
- Highly configurable to your agenda and meeting management processes
- Adaptable permission settings
- Confidential attachments
- Field-level versioning
- Built-in integrations with Dropbox, Microsoft's One Drive and Google Drive and API availability
- Single sign-on through the CivicPlus Platform
- Secure Cloud-Based Hosting
- Automatic Updates
- Customer-Defined Roadmap
- Enhanced Analytics for Data Visibility

Part of the Integrated CivicPlus Platform

Our powerful CivicPlus Platform is the foundation on which all our CivicPlus solutions are built, allowing them to work seamlessly and securely, leveraging existing data, and reducing information silos so your administrative staff can collaborate efficiently. Administrators can take advantage of authentication using our identity provider integrations to provide a single sign-on experience for internal users. The entire system is cloud-based, eliminating the need for internal application management. CivicClerk is hosted in Microsoft's Azure cloud service, providing a stable multi-user environment while ensuring high availability and uptime.

Agenda Management

Flexible, Customized Templates

Standardized templates throughout the system provide consistency and clarity to agendas, packets, staff reports, and minutes.

Efficiently Manage Agenda Packets of Any Size

CivicClerk compiles your items and all the legislation, memorandums, or supporting documentation into a bookmarked PDF packet quickly and easily, no matter the size of the packet. Create multiple packet versions instantly to include or exclude specific attachments for your different internal and external users. Last-minute changes to the agenda or packet can be made and published with minimal effort.

Administrators choose what they publish to the public, internal users, and elected or appointed officials and when the information goes out. Automated email notifications can be enabled so all users, both internal and external, know when the meeting documents are published.

Convenient, Anytime Agenda Modifications

Changes to the agenda can be made at any time by administrators without affecting global configurations or settings. Drag-and-drop reordering allows you to move items and automatically rennumbers everything on the agenda. One-touch copy and move functions enable you to duplicate or move agenda items from meeting to meeting, eliminating the need for duplicate data entry.

Agenda Timeline

JUL 2019

JUL
22

Christina Kim at 05:25PM



Sent to Folder City Council Meeting

SENT TO
GOOGLEDRIVE

JUL
21

Julie Wood at 05:00PM



Email Sent to MAYOR@CITY.GOV With
Agenda Attached: Final-AGENDA-7-27.docx

EMAIL SENT
WITH AGENDA
ATTACHED

TB

Todd Bradley at 4:45PM



City Council Agenda

PUBLISHED AGENDA
TO PUBLIC PORTAL

TB

Todd Bradley at 3:00PM



Council Packet

PUBLISHED AGENDA PACKET
TO BOARD PORTAL

Christina Kim at 11:30AM



City Council Special Meeting

UPDATED AGENDA
EVENT



Create Agenda Items in Seconds

CivicClerk's easy-to-use item entry allows staff members to enter agenda items, upload attachments, and send through the workflow with a few clicks. Configurable field types and our embedded text editor ensure that you are capturing all the information needed for CivicClerk to generate staff reports. Automated PDF file conversion and built-in integrations with Microsoft's OneDrive and Google Drive simplify the inclusion of supporting documentation and attachments.

Automate Your Approvals Process

The workflow engine in CivicClerk streamlines the routing of your agenda items, automates notifications, and gives full transparency to collaborators as it passes through the approval process. As contributors change items, the system tracks revisions, keeping them visible within the item fields and on the item timeline. In-app messaging and task assignments keep everyone in the loop and agenda prep moving forward.

Item Fields



INFORMATION

Item Title
Ordinance No. 1234: An Ordinance to Amend the Zoning Code

VERSION HISTORY 1

Short Name
Ord. 1234- Zoning Code Changes

Item ID
2019-608

Custom Tags to Group Like Agenda Items

CivicClerk allows administrators to set up tags that can be used by staff when creating their agenda items for improved searching and reporting. Associate like content with pre-defined tags relevant to your community.

Agenda Management Features

- Custom-developed agenda and staff report templates
- Bulk and single item actions to easily copy, move, and initiate agenda items
- Pre-formatted text snippets to save time and provide consistency
- Flexible workflow and approvals engine with visual progress indicators
- Automated PDF file conversion
- In-app messaging
- Task assignment
- Full-text search functionality
- Tags to link together like agenda items for greater visibility and enhanced searching capability

Meeting Management

Automated Minutes Setup

CivicClerk's fully integrated Minutes module will automatically migrate all your agenda content. No manual pre-meeting minutes setup or agenda import is required. Move from the meeting agenda to the Live Meeting Manager module with a single click.

Keep Up with the Meeting Action

Meetings move fast. CivicClerk's cloud-based platform allows you to move quickly through your agenda items, recording official actions and discussion, without having to wait for the system to catch up. The clean, intuitive interface gives single-screen access to all your meeting controls.

Speaker Manager

Speakers can be added to the discussion at any time during the live meeting, while the built-in speaker timer helps keep meetings running efficiently.

Easy, Intuitive Minutes-Taking

While in your live meeting, use the Minutes module to capture critical meeting actions from a single screen with a clean and intuitive user interface. Take roll and manage attendance, record motions and votes, enter speaker information, and record comments or discussion to be brought into your minutes document.

Minutes Module Features

- No prep work required – agenda content automatically pulls over into the Minutes module
- Single screen access to all meeting controls
- Record comments and discussion, roll call, motions and votes, speakers
- Bulk copy available to quickly apply motions and the associated votes to multiple agenda items
- Choice of pre-configured or custom-developed minutes templates
- Pre-formatted text snippets to save time formatting and entering data
- Integrated board portal with electronic voting (if applicable)
- In-chamber display pages show a welcome screen, current item name, current speaker with countdown timer, motion made on the item, vote count recorded for the item (if applicable)
- Integrated video bookmarking with CivicPlus Media live streaming and on-demand video service (if applicable)
- Multiple concurrent video streams with CivicPlus Media (if applicable)
- Integrated live and on-demand closed captioning services with optional CivicPlus Media (if applicable)

Board Portal

Flexible Access

Your officials can choose how to access meeting content—helping them work better, faster. Efficiently deliver packets of any size by paper, email, Dropbox, OneDrive, Google Drive, or post to the Board Portal. CivicClerk is optimized for all devices, including desktops, laptops, tablets, and smartphones. No separate application required.

A Personal Meeting Repository

Give officials a personal, secure location to review and take notes on all meeting content, including agendas, supporting documents, minutes, and media.

The screenshot shows a mobile interface for voting on a current item. At the top, it says 'Vote for Current Item' followed by the ordinance text: 'Ordinance 2020-05: An Ordinance of the City to Add Additional Stop Signs at Various Locations throughout the City'. Below this are three large buttons: 'Yes' (green), 'No' (grey), and 'Abstain' (grey). At the bottom right is a blue 'Save' button.

Interactive Meeting Tool

During live meetings, the Board Portal integrates with Live Meeting Manager to allow officials to refer to their review notes and annotations, capture notes within a dedicated field, receive visual cues as the agenda progresses from item to item, see speaker information instantly, and enter electronic votes (additional fees apply for electronic voting). Chair View can also be enabled to allow the meeting presider to call speakers and advance agenda items.

Find What You Need– Faster

CivicClerk automatically indexes published meeting content with Board Portal search functionality, so it is easy for officials to find information quickly. Our full-text search tool empowers officials to locate past items, attachments, minutes, and agendas by searching a keyword, date range, and more. An item summary view allows officials to see the motions, votes, and any comment or discussion on the item that was recorded in the meeting minutes in an intuitive display, preventing a manual search through full minutes documents.

Elected/Appointed Officials Board Portal Features

- Secure, individual access to meeting materials
- Annotation and note-taking ability that you can use in pre-meeting preparation as well as in-meeting note-taking
- Optimized for all devices, including desktops, laptops, tablets, and smartphones. No separate application required
- Live speaker name and countdown timer visible for each item
- Visual cues and one-touch access to the current discussion item
- Electronic voting from any device (if applicable)
- Chair View to allow the meeting chair to call speakers and advance agenda items
- Full-text search functionality provides visibility into past meeting content including notes made within the individual's private notes field
- Minutes summary view enables officials to see motions, votes, and any comment or discussion recorded in the meeting minutes for individual items

Citizen Portal

Content Accessibility

It's not enough to be transparent by publishing your agendas and other meeting documents online. Your meeting content must be accessible to all members of the public.

CivicClerk has a dedicated accessibility portal that gives members of the public complete access to your meeting content. Closed captioning is also available with our CivicPlus Media service for live streaming and on-demand video (if applicable).

Content Transparency

Build public trust with access to fully searchable meeting content, including legislative decisions and public meeting videos. Meet municipal transparency requirements while keeping residents engaged and informed.



Citizen Portal Features

- Citizen portal iframe to embed on any webpage gives access to all meeting content on a single page
- PDF downloads of Agenda, Packet, Minutes, Notices, and Other pertinent meeting documents
- HTML agenda view hyperlinks attachments within the meeting agenda for direct access to specific documents
- Full-text search and filtering options
- Email notifications
- Social sharing
- Side-by-side agenda and video display with CivicPlus Media (if applicable)
- Optional Motions and Vote minutes display updates the HTML agenda view to allow residents to quickly see the final disposition of agenda items without having to read full minutes documents
- Accessibility portal designed to WCAG 2.0 A and AA standards

The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized citizen interactions. Local governments that leverage our Civic Experience Platform also benefit from:

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

CivicPlus Portal

CivicPlus Portal empowers residents to be more engaged and informed about progress in your community. Portal streamlines the resident user experience as they interact with the CivicPlus products leveraged by you – driving revenue, trust, and satisfaction.

With a single username and password, they can watch a public meeting recording, submit a public works request, pay a utility bill, or register for an upcoming event. The result is more engaged and informed voters and fewer phone calls, walk-ins, or emails to your department asking how to find documents or submit records requests.

Citizen Benefits

- Anytime, anywhere access to digital citizen services
- A personalized dashboard that provides link cards to the services they use most frequently

Administrator Benefits

- A low-maintenance tool that increases accessibility, access, transparency, and trust with residents
- Reduced phone calls, walk-ins, and emails from residents searching for information
- Opportunities to increase revenue and foster civic participation

Integration Hub

Your time is too valuable to be spent downloading finalized meeting documents and data to share across varied communication channels. With the new CivicPlus Integration Hub, you can create custom integrations to connect CivicClerk with other products on the CivicPlus Platform to automate the delivery of that information just about anywhere.

With the easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus products or with third parties (for an additional fee) without the need for a developer. You can even easily create integrations using manual import, polling, and webhooks (for an additional cost).

The possibilities are endless with Integration Hub, but here are a few examples of integrations you can create with CivicClerk today:

- Automatically add agenda or minute files to the Document Center to be displayed on a CivicEngage® Central website after they are published in CivicClerk.
- Set-up a workflow to post in the CivicEngage Central News Flash once you've published your CivicClerk meeting documents.

Shorten your pre-meeting to-do list and send your meeting information instantly with a custom integration using the Integration Hub.



Project Timeline

Ten to Fourteen Weeks

While every CivicClerk implementation is unique, the following timeline can provide you information about the different implementation stages and what you can expect at each stage.

PROJECT START

1

PHASE 1

Project Kickoff

- Project Kickoff call to review the timeline and deliverables and provide access to project tracking software
- Your staff complete a questionnaire to capture information needed for CivicClerk configuration

PHASE 2

Consulting

- Virtual consulting session(s) to review current processes and documents and discuss desired goals, best practices, and configuration options

2

3

PHASE 3

Configuration

- Premium system configuration is completed and handed off for review, testing, and feedback
- Configuration adjustments made per submitted feedback

PHASE 4

Finalization

- Access is enabled for all users in preparation for training
- Custom IDP Integration setup (if applicable)
- Complete file import (if applicable)
- Complete CivicPlus Media configuration and testing (if applicable)
- Provide access to Boards and Committees Module (if applicable)

4

5

PHASE 5

Training

- Live, virtual training sessions are conducted within configured site

GO LIVE

Premium Implementation Plan

Implementation & Support Experience Designed for You

CivicClerk has the experience and expertise to help administrations of any size transform the entire meeting management process. We know implementation can't be a one size fits all solution and offer flexible packages designed to meet your desired outcomes.

Our Premium Implementation Package is the perfect fit for automating manual or inefficient agenda and meeting processes. It is designed for organizations with less than 50 internal users and a desire for a guided implementation experience. A dedicated and knowledgeable implementation consultant will manage your project from end-to-end—consulting and collaborating with your team, configuring the system to automate your process, and delivering live virtual training to your user groups. Key project staff will have online access to the timeline and all expected checkpoints and deliverables for a fully transparent implementation.

Beyond implementation, your users will feel empowered by our in-application support tools, a full online help center, as well as phone, email, and live chat support with members of the dedicated, award-winning CivicClerk Technical Support team.

Consulting

Up to 2 Hours of Virtual Consultation

During this consulting session, your CivicClerk implementation consultant will be reviewing your submitted project questionnaire with your key project staff. The implementation consultant will review your custom template designs and discuss the configurations that will be made to ensure your CivicClerk workflows match your current agenda and meeting processes.

Configuration

Our team will configure your system with Premium customization options to map existing processes to CivicClerk. Additional custom configurations can be made by Administrative users at any time using Help Center resources.

Design

We will design up to 5 custom templates to ensure consistency in system-generated meeting documents: Agendas, Item/Staff Report, Minutes, Agenda Script.

Training

Up to 4 hours of Virtual Training

Your CivicClerk implementation consultant will guide user groups through live, virtual training sessions using your custom configured CivicClerk site. We recommend no more than 20 users per session. Individual sessions are either 30 or 60 minutes in duration.



Ongoing Services

Award-Winning Support

Over the past three years, CivicPlus Technical Support has been recognized by the globally respected Stevie® Awards for Sales and Customer Service. CivicPlus has been honored with one Gold Stevie® Award, two Silver Stevie® Awards, and four Bronze Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year – Technology Industries, Customer Service Department of the Year – Computer Software – Up to 100 Employees, and Most Valuable Response by a Customer Service Team (COVID-19).

The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

Around-the-Clock Service & Support

Technical & Ongoing Support

- Live support personnel based in the U.S.
- Weekday business hours: 8 a.m. – 6 p.m. (CST)
- Contact via phone, email, and live chat
- 4-hour response during business hours
- 24/7 emergency support for named points of contact
- Self-Service CivicPlus Help Center for tutorials and user guides
- Assigned Customer Success Manager to ensure your complete and ongoing satisfaction

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades, fixes, enhancements, and OS patches

Hosting & Security

- Fully hosted within the Azure Cloud environment using their Infrastructure as a Service (IaaS) model
- All processing and data storage is done within this environment using a mix of Azure Virtual Machines and Storage Accounts
- 24/7/365 system monitoring with guaranteed 99.9% uptime (excluding maintenance)
- Azure's Site Recovery Services and Geographically Redundant Storage Accounts (GRS) to provide disaster recovery between Azure regions
- All data is written to a GRS account which creates copies of that data in data centers across multiple Azure regions - data is always accessible
- Site Recovery Services allows us to quickly spin up and failover to clones of our Azure Virtual Machines



Disclaimer



Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with you.

Enhancement Options

CivicPlus Media: Live Streaming & On-Demand Video

Increase citizen engagement and participation by sharing high-definition live video feeds of your meetings directly from CivicClerk and CivicPlus Media. Stream up to 3 concurrent live proceedings and seamlessly integrate all video content directly into your meeting agendas. Videos feature clear bookmarking and navigation so viewers can quickly find discussions of interest. Viewers can watch videos from any device with no software or application downloads necessary. Integrated closed captioning services are available at an additional cost.

Boards & Committees Module

The CivicClerk Boards and Committees module tracks vacancies, applications, and appointments. Interactive dashboards give you quick access to actionable information. Easily manage rosters and generate communications using customized templates. Store system-generated communications and other necessary documentation at the board or individual member level. Track training and other internal requirements. Display board information through the Citizen Portal, including member rosters if desired, post vacancies, and accept online applications.

Live Meeting Manager

CivicClerk's fully integrated Live Meeting Manager will automatically migrate all your agenda content. No manual pre-meeting minutes setup or agenda import is required. One-click control allows you to update your in-chamber display screens, set your video bookmarks, and queue items in the Board Portal for your elected and appointed officials.

- **Automatic Video Bookmarking** – Automatically timestamp agenda items to their corresponding discussion in the meeting video so those watching the recording can quickly access topics of interest.
- **Display Pages** – Keep meeting participants informed and engaged by displaying the current item, speaker, or vote results automatically to the constituents attending the meeting.
- **Flexible Voting** – Minutes takers can record motions and votes instantly in Live Meeting Manager or initiate electronic voting when desired. Apply motions and votes to individual agenda items or multiple agenda items as a group.

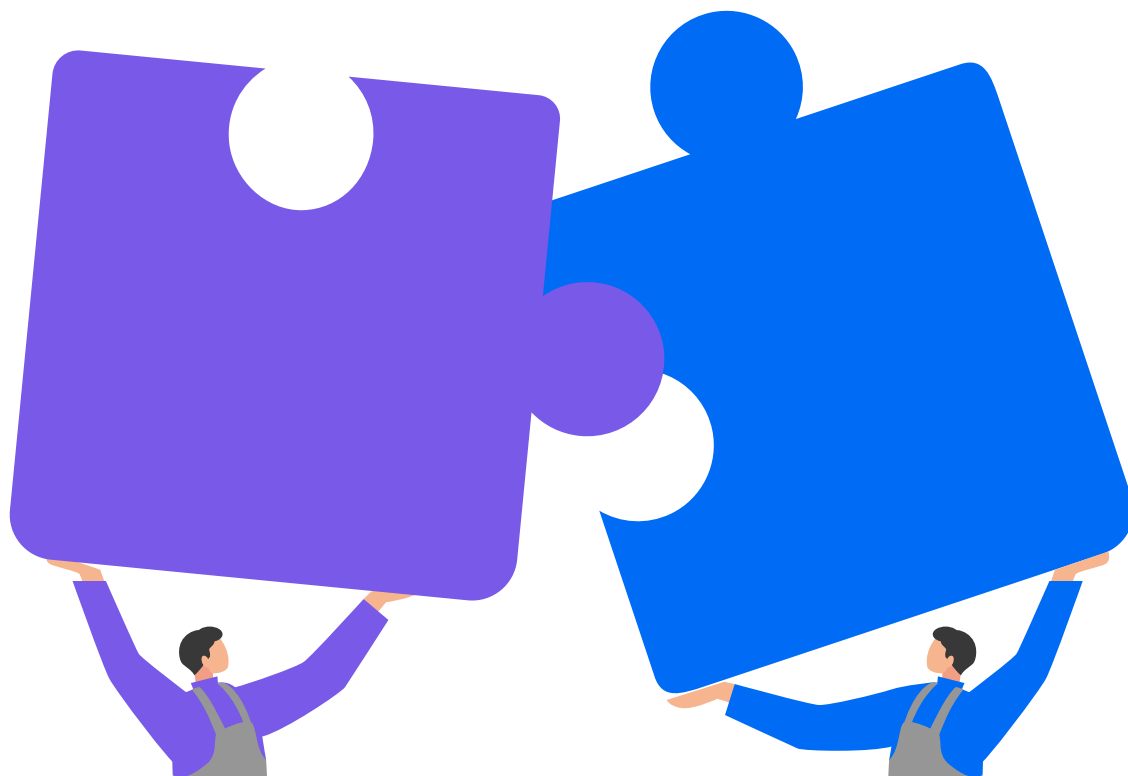
Historical File Import

As part of your implementation project, CivicClerk will import up to 7,500 PDF, MP4, or MP3 documents to your new system. The process includes indexing your imported agendas for keyword searching and retrieval. You and your residents will still have access to this historical information with increased functionality. Historic meeting documents imported into CivicClerk by your Implementation Consultant will be optimized for character recognition to improve complete text search, and accessibility for screen reading assistive devices.

CIVICCLERK® + CIVICENGAGE®

The Power and Convenience of CivicClerk® and CivicEngage®

Software systems that don't connect and share data make it harder to do your job efficiently. We want to change that.



CIVICCLERK® + CIVICENGAGE®

With our CivicClerk agenda and meeting management software and CivicEngage content management system (CMS), you benefit from such time-saving features as:

Single Sign-On via the CivicPlus® Platform

- Easily navigate between systems without the hassle of maintaining different credentials or log-in steps
- Enhanced security options including two-factor authentication
- Integration with popular IdP providers

CivicEngage Calendar Feature Integration

- Create your meetings once in CivicClerk and automatically post to your CivicEngage website's calendar

CivicEngage Search Integration

- When citizens perform a search on your CivicEngage website, the results will include relevant agenda and meeting content stored within CivicClerk



For questions about maximizing the capabilities of your CivicClerk and CivicEngage solutions, contact our award-winning Technical Support Team.



**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-28641-1

Date:

8/25/2022 9:52 AM

Expires On:

10/31/2022

Client:

JACKSON VILLAGE, WISCONSIN

Bill To:

JACKSON VILLAGE, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Karen Bond	x	karen.bond@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	CivicClerk Annual Fee	CivicClerk Annual Fee - Agenda and Minutes Management	Renewable
1.00	CivicClerk Premium Implementation Package	Premium Implementation Package – Up to 12# of Boards	
1.00	CivicClerk Premium Configuration	CivicClerk Premium Configuration	One-time
1.00	CivicClerk Custom Template Design	CivicClerk Custom Template Set - includes 2 Agenda templates, 1 Item Report template, 1 Minutes template, 1 Agenda Script template	One-time
2.00	CivicClerk Consulting (1h, virtual)	1 hour Virtual Consulting	One-time
1.00	CivicClerk Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time
1.00	CivicClerk Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time
1.00	CivicClerk Historical File Import (up to 7,500 files – PDF / MP3 / MP4)	CivicClerk Historical File Import (up to 7,500 files – PDF / MP3 / MP4)	One-time

List Price - Year 1 Total	USD 10,685.00
Total Investment - Year 1	USD 6,567.50
Annual Recurring Services - Year 2	USD 2,975.00

Total Days of Quote:365

1. This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement located at <https://www.civicplus.com/master-services-agreement> ("MSA"), to which this SOW is hereby

attached as the CivicClerk Statement of Work. By signing this SOW, Client expressly agrees to the terms and conditions of the MSA throughout the Term of this SOW.

2. This SOW shall remain in effect for an initial term equal to 365 days from the date of signing ("Initial Term"). In the event that neither party gives 60 days' notice to terminate prior to the end of the Initial Term or any subsequent Renewal Term, this SOW will automatically renew for an additional 1-year renewal term ("Renewal Term"). The Initial Term and all Renewal Terms are collectively referred to as the "Term".
3. The Total Investment - Year 1 will be invoiced at signing of this SOW. Client will pay all invoices within 30 days of the date of invoice.
4. Annual Recurring Services shall be invoiced on the start date of each Renewal Term. Annual Recurring Services, including but not limited to hosting, support and maintenance services, shall be subject to a 3% annual increase beginning in year 4 of service.
5. Client shall have sole control and responsibility over the determination of which data and information shall be included in the content that is to be transmitted and stored by CivicPlus. Client shall not provide to CivicPlus or allow to be provided to CivicPlus any content that (a) infringes or violates any 3rd party's Intellectual Property rights, rights of publicity or rights of privacy, (b) contains any defamatory material, or (c) violates any federal, state, local, or foreign laws, regulations, or statutes.
6. The scope of the initial implementation services to be delivered by CivicPlus are as listed above. Client is responsible for providing all information required for the configuration of the services in accordance with the scope and project timeline.
7. Upon Go-Live, any unused implementation services (ie: board configuration) will expire. Any configuration of additional boards by CivicPlus after Go-Live may incur additional one-time charges based on the scope of the desired configuration, design, and training services.
8. Completion of implementation services will be determined by Go Live status. The parties agree to cooperate in a timely manner to complete all implementation tasks and deliverables in order to obtain Go-Live status of the services. CivicPlus will make reasonable efforts to confirm Go Live status with the Client, but reserves the right to deem Client's use of the services in the intended course of business as Go Live. "Go-Live" is defined as the Client's use of the services implemented by CivicPlus under this SOW for the intended purpose and with the intended audience.

Signature Page to follow.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW and the MSA terms and conditions found at: <https://www.civicplus.com/master-services-agreement>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources:

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-29945-1

Date:

9/30/2022 1:14 PM

Expires On:

10/31/2022

Client:

JACKSON VILLAGE, WISCONSIN

Bill To:

JACKSON VILLAGE, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Hector Ortega	x	hector.ortega@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Annual - CivicEngage Central	Annual - CivicEngage Central	Renewable
1.00	Hosting & Security Annual Fee - CivicEngage Central	Hosting & Security Annual Fee - CivicEngage Central	Renewable
1.00	SSL Management – CP Provided Only	SSL Management – CP Provided Only 1 per domain (Annually Renews)	Renewable
1.00	DNS Hosting for .GOV – Annual Fee	DNS Hosting for .GOV – Annual Fee	Renewable
1.00	Standard Implementation - CivicEngage	Standard Implementation - CivicEngage	One-time
100.00	Content Development - 1 Page - CivicEngage	Content Development - 1 Page - CivicEngage	One-time
4.00	System Training (4h, virtual) - CivicEngage	CivicEngage System Training - Virtual, Half Day Block	One-time

List Price - Year 1 Total	USD 18,159.00
Total Investment - Year 1	USD 8,432.51
Annual Recurring Services - Year 2	USD 3,025.01

Total Days of Quote:365

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5. Client agrees that CivicPlus shall not migrate, convert, or port content or information that could reasonably be construed as time sensitive, such as calendar or blog content, during the Project Development.
6. If a Recurring Redesign line item is included with the Client's quote in this SOW, starting after 48 months of continuous service under this SOW, Client shall be entitled to receive a redesign at no additional cost. Client may initiate such redesign any time after 48 months of continuous service. Upon the initiation of an eligible redesign project, Client may begin accumulating eligibility towards a subsequent redesign after another 48 months of continuous service. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules and integration of third-party software. Recurring Redesigns are eligible for the website, subsite, and department headers included in this SOW only. Any subsequently purchased website, subsite, and department header shall not be included in a redesign hereunder.
7. Client allows CivicPlus to display a "Government Websites by CivicPlus" insignia, and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this SOW assumes such perpetual permission.

Signature Page to Follow.

Acceptance

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Please list all external sources: _____

Contract Contact

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Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax