



Village of Maple Park

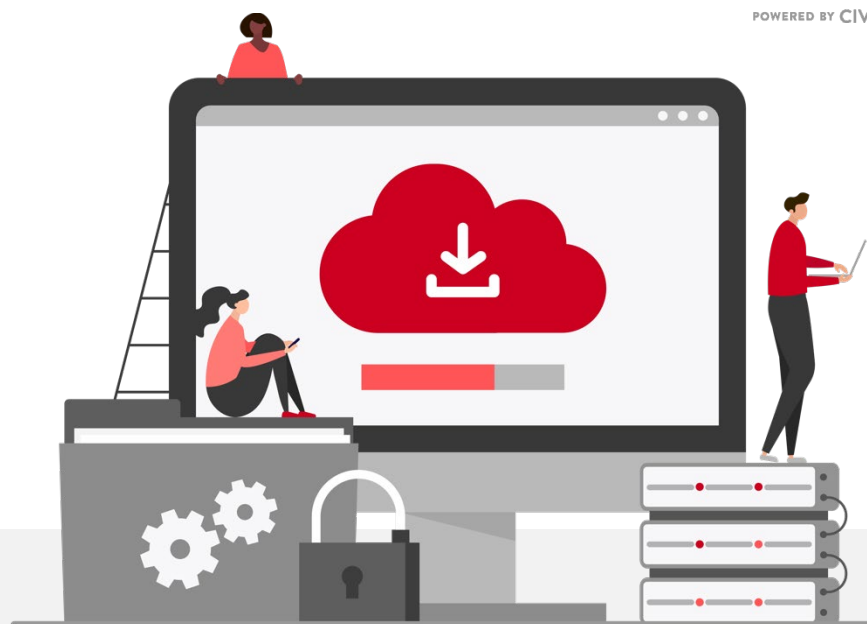
302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Website: <http://www.villageofmaplepark.org>

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING AGENDA
TUESDAY, OCTOBER 18, 2022
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK
7:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL/QUORUM ESTABLISHED**
- 4. PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk. You may also send an e-mail to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting. Time Limit: 5 minutes per speaker.*
- 5. DISCUSSION OF ANNEXATION OF PROPERTY INTO MAPLE PARK**
- 6. DISCUSSION OF CRITICAL CIVIC CENTER BOILER REPLACEMENT AND METHOD OF PAYMENT**
- 7. DISCUSSION OF SELECTING A NEW VENDOR TO CODIFY THE VILLAGE’S CODE OF ORDINANCES**
- 8. DISCUSSION OF VACATION OF A PORTION OF SOUTH STREET AND A PORTION OF PLEASANT STREET**
- 9. ADJOURNMENT**



Republication, Supplementation, and Online Code Hosting Services

Maple Park, Illinois

September 28, 2022 – Quote valid for 60 days



Sarah Bydalek

Legal Account Executive

Direct: 785.565.5388

Email: sarah.bydalek@civicplus.com

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

888.228.2233 | 785.587.8951 | civicplus.com

September 28, 2022

Liz Peerboom, Clerk
Maple Park, Illinois

RE: Republication, Supplementation, and Online Code Hosting Services

Dear Ms. Peerboom:

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 and offer services to empower you and your staff to create digital interactions that are personalized, frictionless, and singular.

This proposal will provide you with the scope of services and costs for converting your code of ordinances to our database for republication in print and online, followed by ongoing supplementation and Online Code Hosting services. Our Supplement department includes 14 teams of legal editors and proofreaders dedicated to providing the most accurate and timely supplement service possible. Our Online Code Hosting platform allows you and your residents to have access to your current code and all archived versions of your code, every official copy of your ordinances, the power to compare versions of your code over time, the ability to be notified every time your code is updated, and a powerful search engine capable of simultaneously searching your code, ordinances, minutes, resolutions, budgets and more.

We are excited to offer a flat annual rate for supplementation services. This fixed annual rate will simplify your budget process, reduce the administrative burden of counting pages, empower you to update your code regularly, provide reassurance that there are no hidden fees, and allow for a simplified way to explain the entire supplementation process to staff. If you elect the flat annual supplementation rate, we have also included discounted offerings for additional services.

CivicPlus is the only local government technology provider with an integrated codification, agenda and meeting management, and municipal website solution offering. With CivicPlus, you'll never have to worry about the tedious steps associated with codification, recodification, supplementation, or republication. Municode, the nation's leading codifier, is now part of the CivicPlus Civic Experience Platform and we're leading the innovation of code digitization and online access for you, your team, and your residents.

CivicPlus provides services to over 12,000 customers around the world and hosts nearly 4,000 municipal codes online via our Code Hosting system. Most importantly, when you choose CivicPlus, you receive the support of the nation's most experienced legal experts. Our attorneys have, on average, over twenty years of codification experience, and our legal editors and proofreaders average over eight years of service. Together, they provide the most accurate and timely service available.

We thank you for your review of this proposal and look forward to working together to create positive civic experiences in Maple Park. Please contact me if you have any questions regarding this proposal.

Sincerely,



Sarah Bydalek
Legal Account Executive
785.565.5388
sarah.bydalek@civicplus.com

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Company Profile

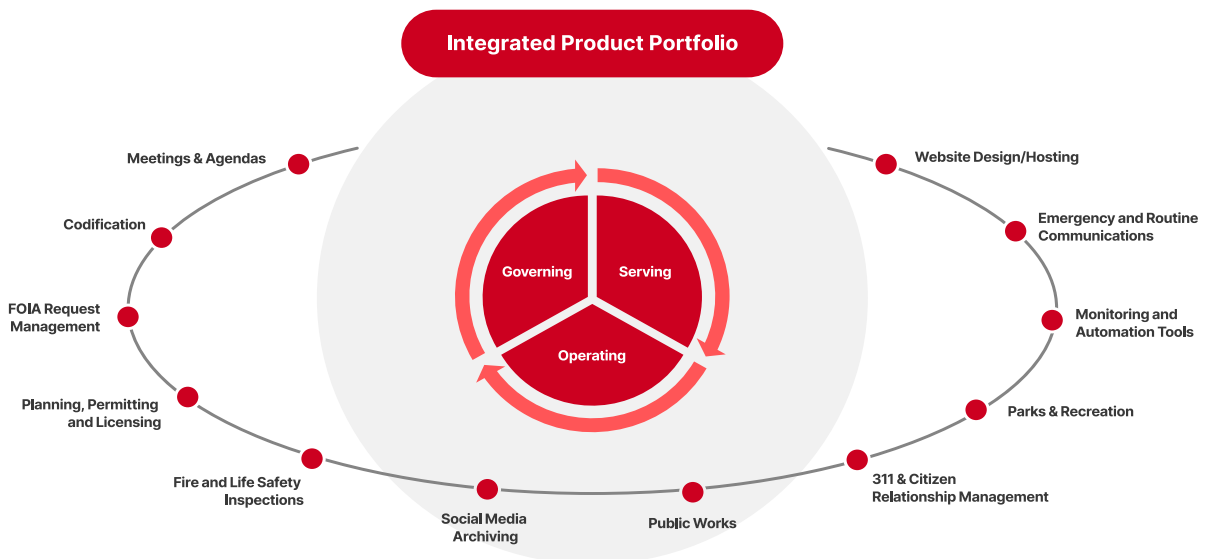
Powering and Empowering Local Governments

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 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.



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.

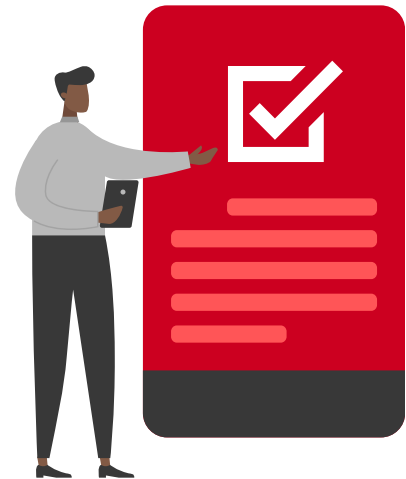
What sets us apart is our Civic Experience Platform. CivicPlus is the only government technology company exclusively committed to powering and empowering local governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among Customers.



Conversion and Republication

Conversion and Republication Process

We will provide you with a Style Checklist and work with you to confirm the desired formatting and style of the code, including font, binder color (semi-bright black, dark blue, green, or burgundy), and ink stamping color (gold or silver). We will update the preliminary pages, create an Index (if elected) and Table of Contents; update history notes; provide a comparative table of ordinances, and integrate all applicable photographs, maps, diagrams, charts, and tables into the code. Proofs can then be provided for your review. Following the approval of the proofs, the code will be shipped and posted online in fully robust HTML format.



We will handle 100% of the publishing. The republication process includes editing, page composition, proofreading, indexing (if elected), and delivering the information as printed and/or electronic copy. When we republish your code, pages are recomposed to eliminate short pages, pages with blank backs and oddly numbered (point) pages. Following the recomposition, the code is reprinted, and supplement number designations start over with Supplement No. 1.

The anticipated time frame for the conversion and republication project is three to four months, excepting any delays in your return of proofs, and will begin after our receipt of the completed Style Checklist and all necessary material in an editable, electronic format. Within two weeks of shipping the new code, it will be published online in fully robust HTML format.



Conversion and Republication Timeline

STEP 1:	IMMEDIATELY	CIVICPLUS acknowledges contract, provides a Disposition List of all ordinances/material received. CUSTOMER sends signed contract and all applicable material.
STEP 2:	WITHIN 3 WEEKS	CIVICPLUS provides a project introduction letter outlining all phases of the project and all material received to date. CUSTOMER confirms CivicPlus has all applicable materials. Conversion begins upon receipt of all applicable materials.
STEP 3:	WITHIN 3-4 MONTHS	CIVICPLUS submits Code draft proofs for customer review. CUSTOMER to return proofs within 45 days. After the proofs are returned, we will ship the newly printed Code volumes within 2-3 weeks and post the Code online. Supplementation will begin anew with Supplement No. 1.

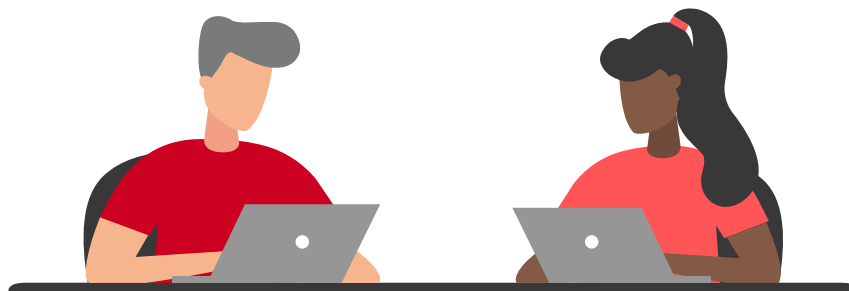
To ensure a successful project completion, style changes requested after approval of the sample will be assessed an additional editorial fee. Legislation added to the project must be approved and received prior to the established cutoff date. Following the delivery of the final code draft for proofing, any extensive changes requested in the code content, and/or any material added to the code that was not previously contemplated, will be subject to an additional Proof Update fee. Proofs not returned within 45 days may be subject to a proof update fee, if applicable.

The Conversion and Republication Process Includes:

- Conversion to our codification database
- Removal and replacement of supplement numbers
- Updating of preliminary pages (title page, officials' page, and preface)
- New page numbers
- Editing and proofreading
- 10-point, Times New Roman font, single column format, unless otherwise instructed
- Incorporation of maps, diagrams, charts, and tables
- Preparation of Table of Contents and updating or creation of an Index (if elected)
- Proofs provided for your review
- Posting your newly republished code online

The Conversion and Republication Process Does Not Include:

- Renumbering and/or reorganizing the structure of your code
- Legal Review by an attorney (quote available upon request)
- Substantive editing or changes to the text



Supplementation Services

Our supplementation process has been designed for timeliness, efficiency, simplicity, and most of all, for our customers' convenience. Supplements will be provided on your chosen schedule, and you will be billed on an annual basis. Color printing and an increase in the desired number of supplement hard copies will result in an increase in the annual fee.

We pride ourselves on a turnaround time of **40 to 45 days for printed supplements** and can provide our always-up-to-date **electronic update services within 15 days**. The online code is updated within three days after shipping the supplement; there is no additional fee for this service. Rush supplements will be assessed an additional one-time fee. A recent analysis of our printed supplement services indicated an editorial error rate of less than 0.1 percent, which is made possible by our attention to detail, ongoing communication with our customers, and strict quality control checks to ensure we continue to produce the best printed and electronic supplements available in our industry. Any errors attributable to CivicPlus during the preparation, printing, and maintenance of the code will be corrected at no cost. The printed supplement process is outlined as follows:

Supplementation Process

- 1. Initial Receipt.** The receipt of the new legislation will be acknowledged within 24 hours. Our production support team will record the adoption date, effective date, and ordinance number(s) and ensure that all necessary exhibits, tables, and graphics are included. You will be advised promptly if any pertinent information is missing from your submission. Your material will then be immediately forwarded to our supplement team for codification. If our OrdBank service is elected (advance legislation service), the legislation will be posted online within 48 hours as a PDF under "Adopted legislation not yet codified" at this time.

If you utilize OrdBank and a CivicPlus agenda and meetings management solution, your newly adopted legislation will be posted on the landing page of your online code of ordinances within one minute of sending said legislation to CivicPlus.

Printed Supplementation Process	
	Submission of Materials
	Editorial Review
	Mark Up
	Indexing
	Proofreading
	Corrections
	Printing & Shipping
	Upload to the Internet

2. **Editorial Review.** Our editorial team will review all ordinances received to determine whether the ordinance should be included in your code; where the ordinance should be placed; whether the ordinance conflicts with your existing code format; what material should be removed from your existing code; whether history notes will be added; what tables will be updated; and whether the table of contents in the front of the code and at the chapter/title level should be amended. If any significant errors or numbering issues are noted, your editor will contact you for clarification. Our editorial team will make no substantive changes to your legislation; however, minor typographical errors will be corrected as part of the supplement process. Should the editorial, legal, or proofreading team find discrepancies in your ordinances, we will communicate with you promptly.

If you utilize OrdBank and our CivicPlus agenda and meetings management solution, the history notes throughout your code of ordinances will be automatically linked to the meeting in which your newly adopted legislation was considered. Your team and your residents will have permanent and instant access to the agenda, minutes, videos, and votes related to your legislation. Further, supplementation services with the OrdBank feature and our meetings and agenda management solutions can enjoy Enhanced History Notes. Click [here](#) to see a short demonstration.

3. **Indexing.** If an Index is elected, your supplement will be sent to our indexing team, where new legislation is indexed and cross-referenced in all appropriate locations.
4. **Proofreading.** The proofreader assigned to your editorial team will then examine your supplement line by line to ensure editorial accuracy, code hierarchy, and layout and confirm that your supplement is grammatically correct and free of errors in spelling and capitalization. Finally, your supplement is examined line-by-line again to ensure that the improvements made by the editorial team are thorough and accurate. The original ordinance is compared again with the newly added text to ensure further editorial accuracy.
5. **Posting the Supplement Online.** After your supplement has been completed, your online code will be updated within one to three days, and we will provide any electronic products requested. You will receive a notification that the website has been updated via email. If our CodeBank Compare + eNotify service is elected, residents will be notified when the online code is updated. When your code is updated, all internal cross-reference links are updated on our Online Code Hosting system.

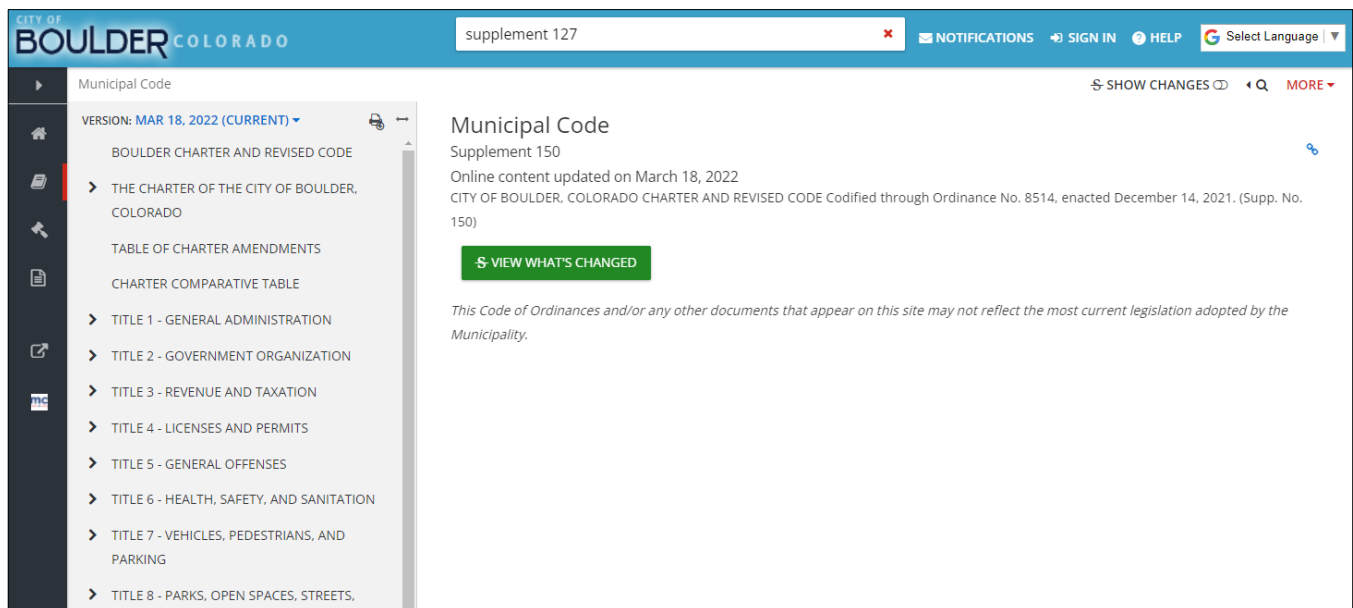
With our OrdBank feature, each history note will be linked to the ordinance that amended the respective section. With our CivicPlus agenda and meetings management to Online Code Hosting integration, your OrdBank powered history notes will be permanently and automatically linked to the meetings in which the associated legislation was adopted.

6. **Printing and Shipping.** We will print, cut, hole-punch, insert divider tabs (if elected), and ship your supplement to you per your elected schedule.

Online Code Hosting

Our Online Code Hosting system is continuously enhanced and improved by our in-house team of Internet Technology professionals. It includes Standard and upgradeable Premium features, designed to provide a wide variety of additional capabilities for researching and navigating your code and preserving its history.

Our system is extremely user-friendly and requires no special training or login information. In addition, we offer a variety of on-demand video tutorials. We can also host a personalized training webinar for you and your staff to demonstrate our online features and capabilities before your new code goes live online.



Online Code Hosting Standard Features

Responsive Design – We designed our intuitive User Interface (UI) to provide easy access to our full suite of features from any device, including a tablet or mobile device running iOS or Android.



Print/Save/Email – With delivery available in Microsoft Word or PDF format, users can share a link, print, download (as a Microsoft Word document), or email files at the section, article, or chapter levels or even non-sequential sections from multiple portions of your code(s).

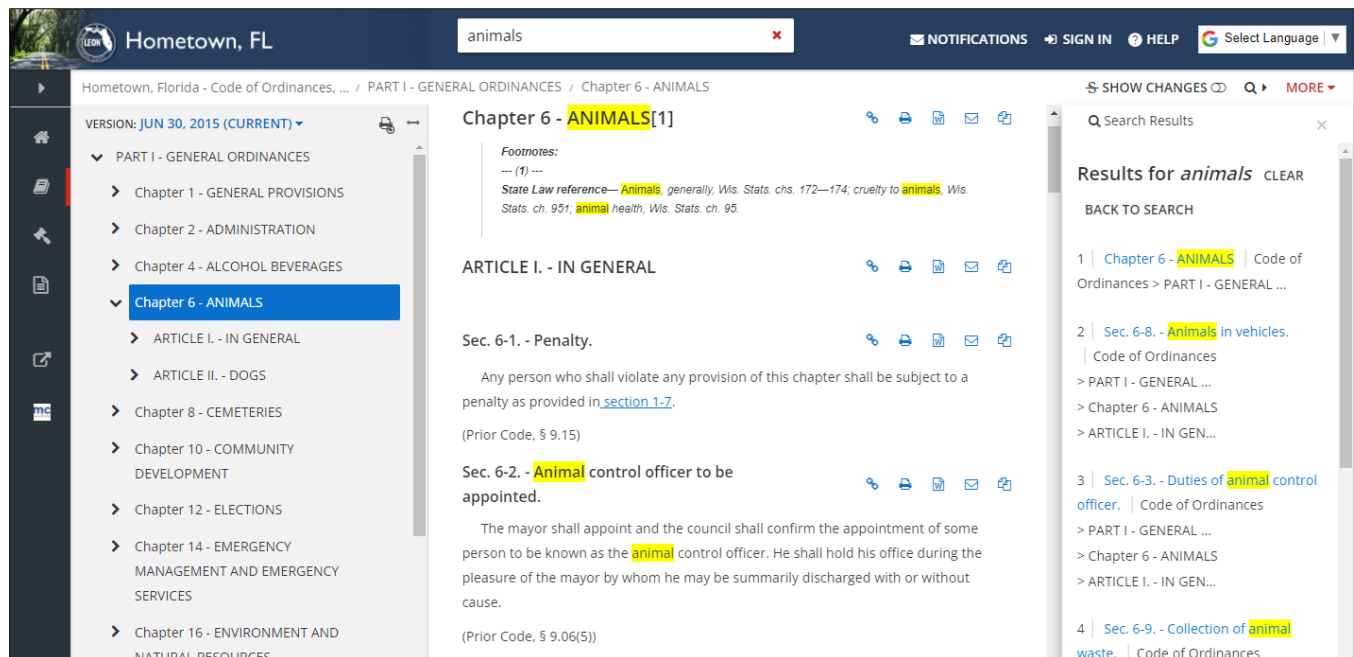
Not all codification companies enable you to download Microsoft Word documents directly from the website. Being able to do so enhances your ability to draft new legislation.

Social Media Sharing – You and your users can share code sections via Facebook and Twitter. This functionality makes it easier for you and your team to utilize social media to engage your community and enhance your level of transparency.

Browsing – Online Code Hosting provides a persistent breadcrumb trail when browsing or searching and a Previous/Next button at the top and bottom of any document you're viewing. The table of contents and content pane also sync as you scroll to deliver the most intuitive reading experience possible.

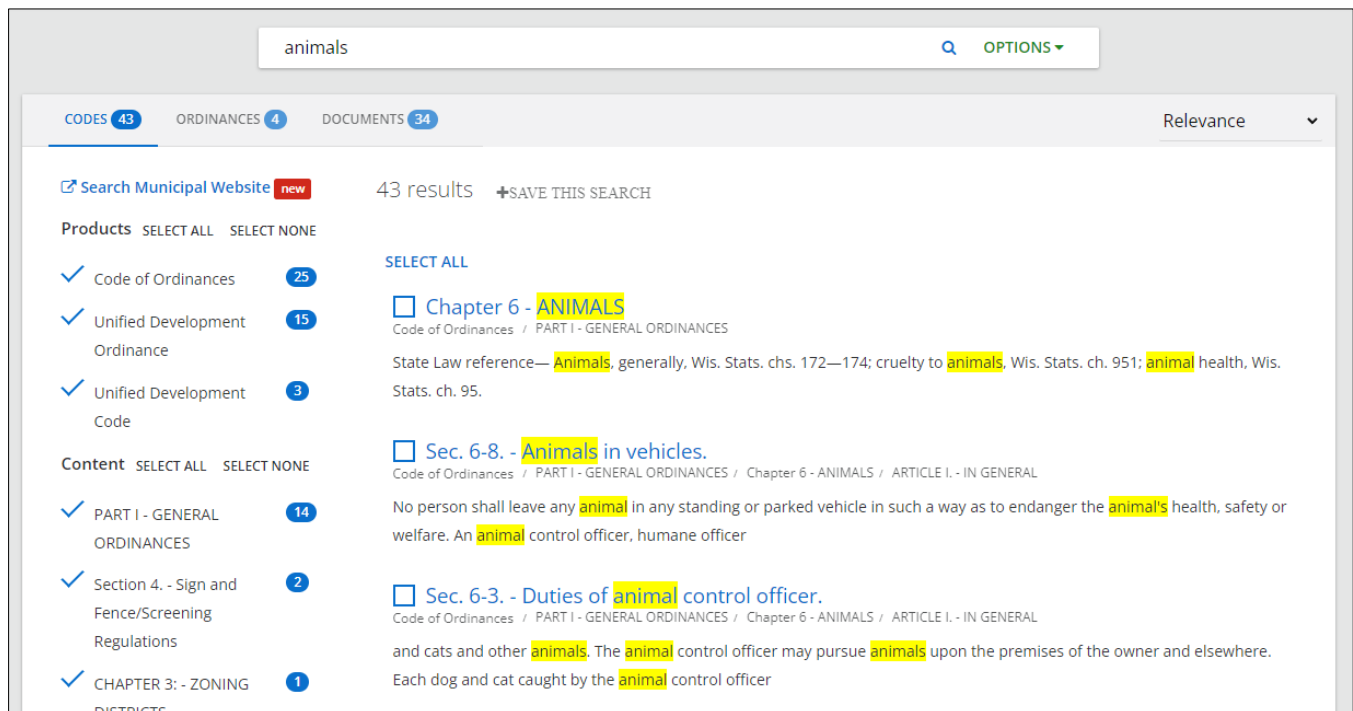
Ease of Navigation – Our collapsible table of contents, continuous next-hit feature, and internal and external hyperlinking and cross-referencing features simplify and enhance the navigation of your online code, allowing your staff and residents the capability of simultaneously searching your code, ordinances, minutes, resolutions, budgets, and more.

Searching – Our powerful search engine allows users to easily search the code using keywords or phrases and print, download, or email any portion of your code. Search starts on a dedicated page, then moves to a persistent right-hand sidebar as you cycle through the results, which enables a user to quickly move through search results and view results simultaneously. The section also indexes your code, returning more accurate, granular results. Search results can be sorted by relevance or book order.



- **Advanced Searching** – Conduct searches using Natural Language (think Google) or Boolean Logic, including simple or advanced searches supporting stemming, wildcards, proximity searches, and a global synonym list.
- **Multiple Publications** – Multiple publications (e.g., code, zoning) incorporated into the Online Code Hosting system will be searchable from one interface.
- **Narrow Searching** – Search terms can be applied to the entire code or narrowed within specific chapters or sections with the ability to sort results by relevance or book order.

- **Stored Searching** – Online Code Hosting allows all search result listings to be bookmarked under your browser's bookmark tabs; users need only conduct a search and press Ctrl+D to add the search result listing to your browser's tabs.
- **Searchable Ordinances** – With our OrdBank service, ordinances posted pre- and post-codification are full-text searchable.
- **Search All Content Types** – If you use our OrdBank or MuniDocs service, you can search any combination of your code, ordinances, and MuniDocs simultaneously; Search results are labeled for easy identification.



The screenshot shows a search interface with a search bar containing 'animals'. Below the search bar, there are tabs for 'CODES 43', 'ORDINANCES 4', and 'DOCUMENTS 34'. The 'CODES' tab is selected. On the left, there are filters for 'Products' and 'Content'. The 'Products' filter shows 'Code of Ordinances' (25), 'Unified Development Ordinance' (15), and 'Unified Development Code' (3). The 'Content' filter shows 'PART I - GENERAL ORDINANCES' (14), 'Section 4. - Sign and Fence/Screening Regulations' (2), and 'CHAPTER 3: - ZONING DISTRICTS' (1). The main results area shows 43 results. The first result is 'Chapter 6 - ANIMALS' with a sub-link 'Code of Ordinances / PART I - GENERAL ORDINANCES'. The second result is 'Sec. 6-8. - Animals in vehicles.' with a sub-link 'Code of Ordinances / PART I - GENERAL ORDINANCES / Chapter 6 - ANIMALS / ARTICLE I. - IN GENERAL'. The third result is 'Sec. 6-3. - Duties of animal control officer.' with a sub-link 'Code of Ordinances / PART I - GENERAL ORDINANCES / Chapter 6 - ANIMALS / ARTICLE I. - IN GENERAL'.

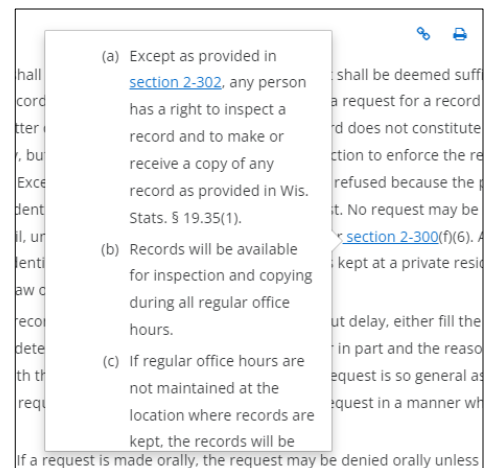
Internal Cross-Reference Linking – Cross-references within your code are linked to their respective destination article, chapter, or section.

Mouseover (clue tips) – Navigate to your code, and any linked cross-reference will quickly display in the pop-up preview window.

Collapsible TOC – The table of contents collapses, providing additional real estate with which you may view your code. Easily view your maps, graphs, and charts by enlarging the item.

Translation – Google Translate allows users to view our hosted codes in over 100+ languages.

Static Linking – Copy links of any section, chapter, or title to share via email or social media.



The screenshot shows a mouseover pop-up window displaying a preview of a code section. The text in the pop-up is: (a) Except as provided in [section 2-302](#), any person has a right to inspect a record and to make or receive a copy of any record as provided in Wis. Stats. § 19.35(1). (b) Records will be available for inspection and copying during all regular office hours. (c) If regular office hours are not maintained at the location where records are kept, the records will be If a request is made orally, the request may be denied orally unless shall be deemed sufficient request for a record and does not constitute action to enforce the request. No request may be refused because the request is so general as to require a search of the records kept at a private residence. If a request is made orally, the request may be denied orally unless

Scrolling Tables and Charts – Headers stay fixed while you scroll through the table/chart.

GIS – We can provide a permalink to any code section and assist staff in creating a link from your GIS system to relevant code sections.

In-line Images and PDFs – We take great care to ensure that your images match online and in print and are captured at the highest quality possible. Our online graphics can be enlarged by hiding the table of contents to maximize the image. CivicPlus can also incorporate PDFs of certain portions of the code that have particular viewing and layout requirements.

Public Notes – Post public notes or documents within the online code to inform residents about current issues pertinent to any specific section of your code.

Website Accessibility – The User Interface and all HTML content viewed via our Online Code Hosting System's web application are WCAG 2.1 Level AA compliant. While we take several steps to improve the accessibility of PDF documents uploaded to the Online Code Hosting System, we cannot guarantee full ADA compliance of PDF documents. If a fully ADA compliant PDF document is uploaded to our Online Code Hosting System, it will remain compliant while stored in our system. Each PDF document uploaded to our system is OCR scanned and document title, primary language, and other PDF metadata fields, and base level of tags for screen readers are set.

Hosting and Security – Our tech stack includes HTML5 and CSS3, Javascript (AngularJS), and a RESTful API written in C# running on .Net Core. All content is rendered in standard HTML and is viewable in all modern browsers, including PC: Microsoft Internet Explorer 10 or later, Firefox 3.6 or later, macOS®: Safari™ 5.0 or later, and Chrome 18 or later. We host our Online Code Hosting System in Microsoft's Azure Government secure cloud environment and guarantee an SLA of 99.95 percent uptime. SSL encryption is used by default to secure access to the site, and the entire system is backed up to multiple geographic locations within the Azure Government cloud ecosystem.

Support – Phone, email, and web support for residents and staff: 24-hour email response; phone support from 7 a.m. to 8 p.m. CT. We offer a variety of video tutorials, and we are always available to host a personalized webinar for you and your staff to demonstrate our online features.

Online Code Hosting Premium Features

There are multiple premium features available to enhance your staff and residents' experience using and searching through your code – most available a la carte or in our Premium Bundle. A list of features included in your project price can be found on page 15.

Premium Bundle

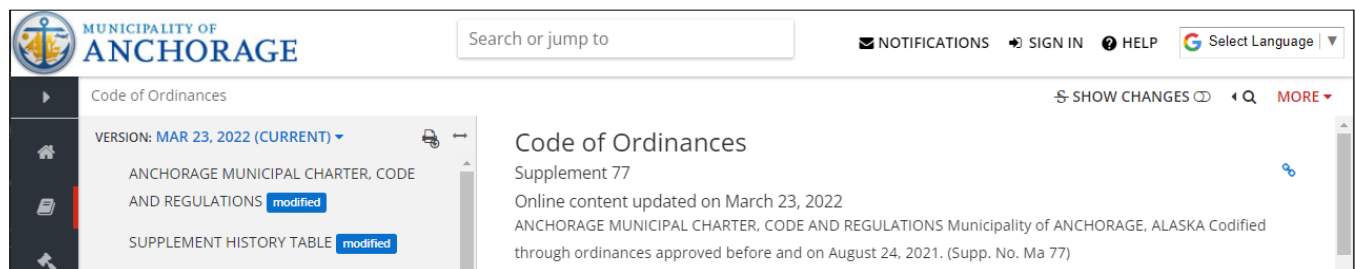
We always recommend our Premium Bundle for the most transparent and feature-rich code possible at the best cost savings. The bundle includes our annual online code hosting and maintenance service along with each of the following features:

- Custom Banner
- CodeBank
- CodeBank Compare + eNotify
- OrdBank
- MuniPRO Service

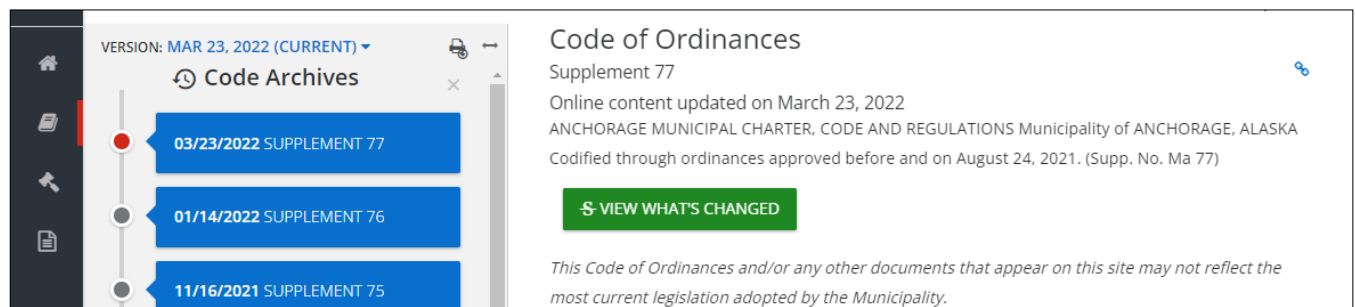
Additionally, OrdLink and MuniDocs can be added to a Premium Bundle if desired.

Summary of All Premium Features

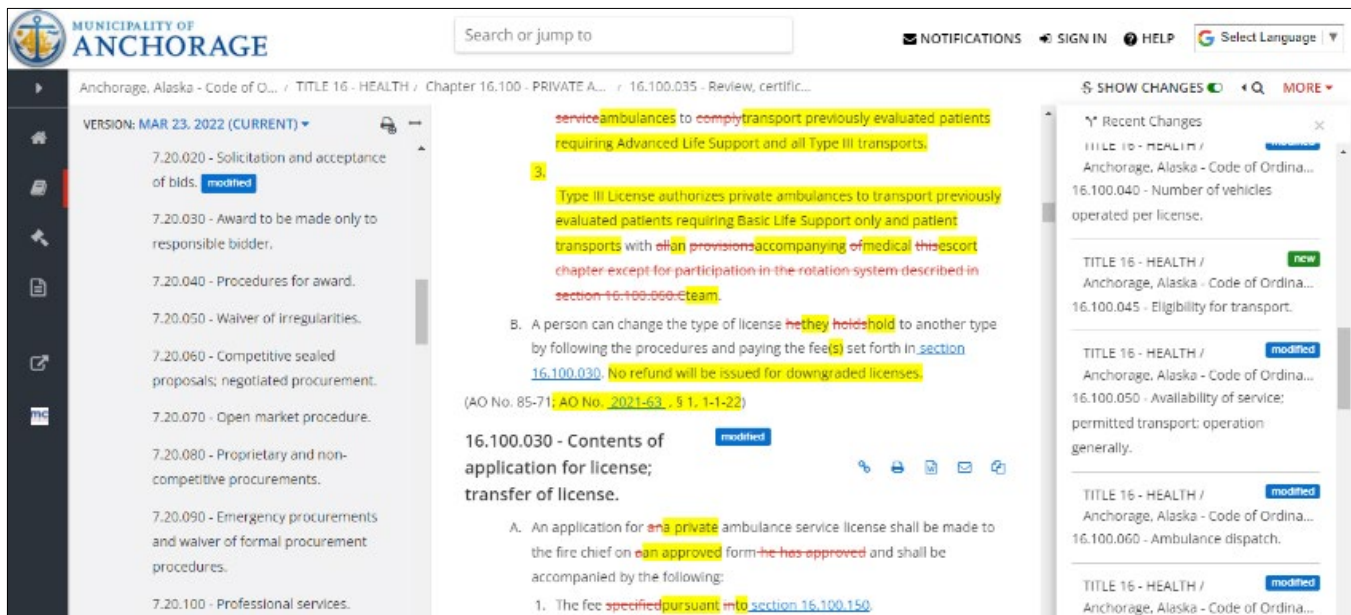
Custom Banner – We can customize the look and feel of your code to match your website more closely.



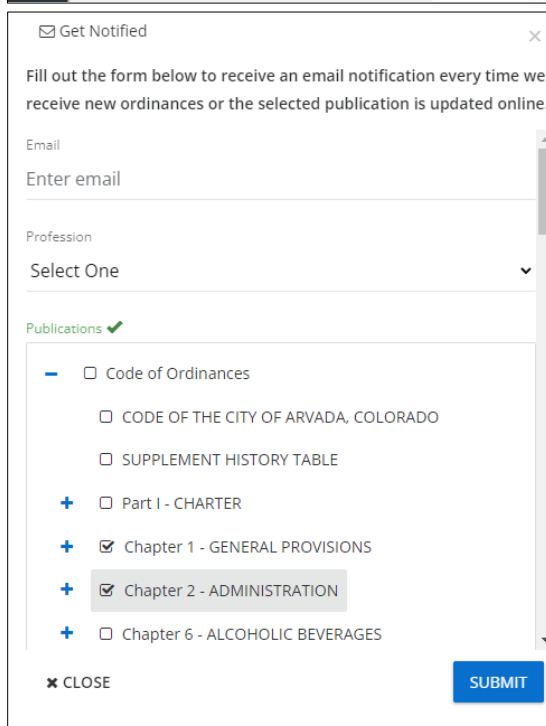
CodeBank – Our CodeBank feature provides an online archival system for previous supplements of your code. Empower your staff and residents to access every previous code version with one click.



CodeBank Compare + eNotify – Our CodeBank Compare service is a powerful feature that allows users to select a past version of your online code and compare it to any other version. The differences will be shown via highlights (added material) or strikethrough (deleted material). Users will be notified of the changes in the table of contents and within the text of the code via “modified,” “new,” or “removed” badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes made. In addition, the CodeBank Compare service will show all amendments to your code that were implemented during the most recent update. Please note that the CodeBank feature is required to access CodeBank Compare.



The screenshot displays the Municipality of Anchorage Code of Ordinances web application. The main content area shows the Code of Ordinances for Title 16 - HEALTH, Chapter 16.100 - PRIVATE A... The version selected is MAR 23, 2022 (CURRENT). The main text area displays the content of section 16.100.030 - Contents of application for license; transfer of license. The text is highlighted in yellow to show changes. The right sidebar shows a list of recent changes, including Title 16 - HEALTH / Anchorage, Alaska - Code of Ordinances, 16.100.040 - Number of vehicles operated per license, 16.100.045 - Eligibility for transport, 16.100.050 - Availability of service; permitted transport; operation generally, and 16.100.060 - Ambulance dispatch.



The screenshot shows the eNotify service enrollment form. The form includes a header "Get Notified" and a description: "Fill out the form below to receive an email notification every time we receive new ordinances or the selected publication is updated online." The form has three main sections: "Email" with a text input field, "Profession" with a dropdown menu, and "Publications" with a list of checkboxes. The "Publications" section is expanded, showing a list of publications: "Code of Ordinances", "CODE OF THE CITY OF ARVADA, COLORADO", "SUPPLEMENT HISTORY TABLE", "Part I - CHARTER", "Chapter 1 - GENERAL PROVISIONS", "Chapter 2 - ADMINISTRATION", and "Chapter 6 - ALCOHOLIC BEVERAGES". The "Chapter 2 - ADMINISTRATION" checkbox is checked. The form also includes a "SUBMIT" button and a "CLOSE" button.

Our eNotify service allows users to enroll online and receive email notifications each time the online code is updated. Please note that the CodeBank Compare feature is required to utilize the eNotify service.

OrdBank – With our OrdBank solution, newly adopted, amendatory legislation will be posted online between supplements. Upon completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the “OrdBank” tab. All ordinances for codification and all ordinances for linking via our OrdBank feature can be emailed to us at municodeords@civicplus.com.

DIVISION 6. - WATER FEES AND RATES Sec. 102-161. - Residential water fees within city. Sec. 102-161.5. - Residential water fees within the Jefferson Center Metropolitan District, the Leyden Rock Metropolitan District, the Leyden Ranch Metropolitan District, and Candelas Filings 2, 3,	property being served, as calculated by the latest edition of the AWWA Manual M22, "Sizing Water Service Lines and Meters," which is hereby adopted by reference, justifies the change. Calculations so made will be submitted to the Utilities Director for review and approval. (Code 1981, § 33-77; Ord. No. 2574, § 1, 11-21-1988; Ord. No. 2671, § 14, 10-16-1989; Ord. No. 2763, § 3, 11-5-1990; Ord. No. 2823, § 11, 7-1-1991; Ord. No. 2931, § 10, 10-19-1992; Ord. No. 2938, § 1, 12-14-1992; Ord. No. 3127, § 10, 10-24-1994; Ord. No. 3202, § 5, 8-7-1995; Ord. No. 3223, § 7, 10-23-1995; Ord. No. 3262, § 9, 4-15-1996; Ord. No. 3297, § 1, 10-21-1996; Ord. No. 3403, § 15, 10-20-1997; Ord. No. 3489, § 1, 10-26-1998; Ord. No. 3560, § 3, 10-11-1999; Ord. No. 3650, § 1, 10-23-2000; Ord. No. 3722, § 1, 10-8-2001; Ord. No. 3773, § 1, 10-21-2002; Ord. No. 3839, § 1, 10-13-2003; Ord. No. 3920, § 1, 11-8-2004; Ord. No. 3969, § 1, 10-10-2005; <u>Ord. No. 4027, § 1, 10-16-2006</u>; <u>Ord. No. 4099, § 1, 11-19-2007, eff. 1-1-2008</u>; <u>Ord. No. 4139, § 1, 11-17-2008, eff. 1-1-2009</u>; <u>Ord. No. 4184, § 2, 10-19-2009, eff. 1-1-2010</u>; <u>Ord. No. 4193, § 1, 1-11-2010, eff. 7-1-2010, 1-1-2011</u>; <u>Ord. No. 4361, § 1, 10-22-2012, eff. 1-1-2013</u>; <u>Ord. No. 4411, § 1, 10-21-2013, eff. 1-1-2014</u>; <u>Ord. No. 4465, § 1, 10-20-2014, eff. 1-1-2015</u>; <u>Ord. No. 4524, § 1, 10-19-2015, eff. 1-1-2016</u>; <u>Ord. No. 4571, § 1, eff. 1-1-2017</u>)
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OrdLink – Before incorporating the ordinances into your code via supplementation, the OrdLink feature can hyperlink newly adopted amendatory ordinances to the amended code section. Linked sections are highlighted in the table of contents, and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your code, they are added to your OrdBank repository and hyperlinked to your history notes. This service lets everyone know that new ordinances have been adopted. OrdLink must be purchased with OrdBank or as an addition to the Premium Bundle.

SUPPLEMENT HISTORY TABLE modified

- > CHARTER - CITY OF IRVINE
- ▼ TITLE 1 - GENERAL SERVICES Amended
 - ▼ Division 1 - GENERAL PROVISIONS Amended
 - Sec. 1-1-101. - How designated, cited.
 - Sec. 1-1-102. - Rules of construction, definitions.
 - Sec. 1-1-103. - Headings; catchlines of sections; history notes; etc.

Division 1 - GENERAL PROVISIONS

Amended by Ordinance No. 21-15

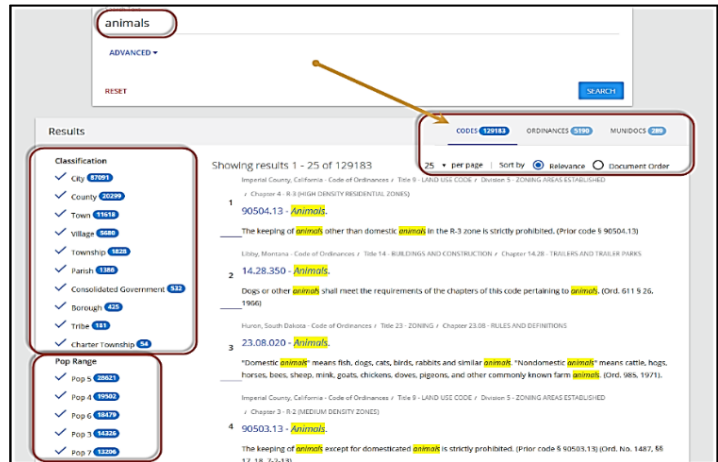
Sec. 1-1-101. - How designated, cited.

This Code, which consists of administrative, criminal and regulatory ordinances of this City, shall be known as the "Irvine Municipal Code," and it shall be sufficient to refer to said Code as the "Irvine Municipal Code" in any prosecution for the violation thereof; it shall also be sufficient to designate any ordinance adding to, amending or repealing said Code as an addition to or amendment to or repeal of the "Irvine Municipal Code."

(Code 1976, § 1.A-101)

MuniPRO Services – MuniPRO searching allows you to search the nearly 3,900 codes we host (the entire country, a single state, or individually selected codes of your choosing). MuniPRO searches are ideal for researching local regulations of interest or discovering how other communities are dealing with similar issues. In addition, MuniPRO provides subscribers with the following tools:

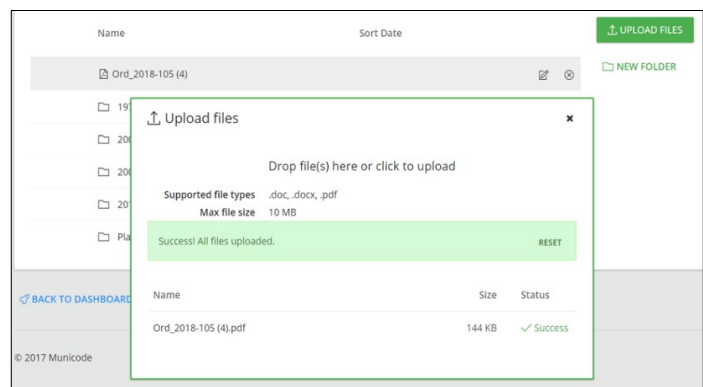
- **Multiple Code Search** – Search all codes within one state, multiple codes within one state, or search all codes in the U.S. hosted by CivicPlus; search results are sorted by relevancy and indicate the Source publication, showing excerpts and keyword highlighting.
- **MuniPRO Saved Searches** – Save frequently used or complex searches for easy retrieval from the MuniPRO Dashboard.
- **MuniPRO Notes** – Create a note and attach it to any section in any publication; note icons are present when viewing the section, alerting the user to a previously written note; a global listing of notes can be accessed and managed from the MuniPRO Dashboard.
- **MuniPRO Drafts** – Begin a new ordinance draft to keep track of pending legislation.
 - Draft icons are present when viewing the section, alerting the user to a previously created draft.
 - A global listing of drafts can also be accessed and managed from the MuniPRO Dashboard.



MuniDocs – MuniDocs Upload allows you to upload many types of documents to browse and search alongside your online code and is fully searchable and filterable. After users log in, they are presented with a dashboard that allows them to upload new documents and manage previously uploaded documents. When uploaded, users can pick from a list of predefined document types.

Uploading a document is as simple as dragging and dropping the document from your computer into the upload dialog box on the admin dashboard. Uploaded documents are immediately converted to PDF and indexed for search. Users may upload .rtf, .doc, .docx, and .pdf documents and organize these documents by nested folders. The public can then browse and search these documents immediately.

Your MuniDocs files can also serve as storage for archived ordinances within MuniDocs. Unlike our online OrdBank feature, these self-loaded archived ordinances will not be linked to the legislation within the online code.



Investment Proposal

Conversion and Republication

- Conversion of code through May 3, 2022, to CivicPlus' database
 - Includes zoning
 - 750 single column, 10-point font pages
- Removal of supplement numbers
- Updating of preliminary pages (title page, officials' page, and preface)
- New page numbers
- Standardizing text style for consistency from provided options
- Incorporation of graphics and tabular matter
- Three printed copies of the new code with divider tabs (freight invoiced upon shipment)
- Current code can be posted online as a PDF during conversion and republication project

Supplementation

Full Service Schedule Plus

Schedule: Monthly Print and Electronic Supplementation

- Supplementation of legislation permanent and general in nature (omitted legislation not included)
- Acknowledgement of material
- Editorial work
- Proofreading
- Updating the index
- Updating online code upon completion of each supplement
- Printing up to three black and white copies per print schedule elected, includes instruction sheet and checklist of up-to-date pages
- Freight for supplements
- Images, graphics, and tabular matter

Online Code Hosting with Premium Bundle

- Mobile friendly site with full functionality and optimal screen resolution on all devices
- In-line images with scrolling tables and charts
- Narrow, pinpoint, and advanced (including Boolean) searching
- Previous and hit buttons
- Persistent breadcrumb trail
- Print or save as formatted Word (DOCX)
- Google Translate supports over 100 languages
- Share links to sections via email, Facebook, Twitter, etc.
- Post public notes, external links, or documents
- **Premium Bundle:** Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank, and MuniPro Service

	One-Time	Annual
Conversion & Republication	No Charge	N/A
Supplementation	N/A	\$2,240
Online Code Hosting with Premium Bundle	N/A	\$1,195
Total	No Charge	\$3,435

Welcome Discount

For Purchase of Agenda and Meeting Management Solution

To complement a purchase of our conversion and republication, supplement, and online hosting, if you also purchase either of our two agenda and meeting management solutions before December 31, 2022, we will provide a 20% discount for your first year of hosting and support (not applicable to one-time implementation costs) for your selected solution.

Available Agenda and Meeting Management Solutions

- Meetings – Cloud based agenda meeting management system. Streamlines and automates agenda process. Increases agenda process visibility, easy agenda updates, approval workflow, live council voting & roll call, email notifications, a unified document search and automated approval routing.

- CivicClerk – Fast, intuitive way to streamline the agenda management process—from creating agenda items to managing live meetings and creating post-meeting follow-up tasks. It empowers easy collaboration with customized workflows, version tracking, and built-in communication tools.

Additional information on our available solutions can be found on page 19 below.

Standard Invoicing

Additional Fees

- Sales tax will be applied, if applicable
- Actual freight costs will be submitted for initial code delivery, but excluded from annual supplement cost
- Inclusion of Adopted Legislation

Invoicing

- An initial term shall commence upon contract signing and continue for 16 months
- The initial invoice will be sent four months from contract signing
- Annual recurring services shall be invoiced at the start of each one-year renewal term and subject to a 5% increase
- Any additional fees incurred during the publication and conversion project (“Conversion”) phase will be invoiced separately upon the completion of the Conversion

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 Maple Park.

Optional Enhancements

We are confident in the ability of our proposed project to meet Maple Park's main needs. However, we recommend the following options that could positively impact your experience and goals.

Optional Services & Tools	One-Time	Annual
Conversion and Republication		
Reorganization, renumbering, or legal review of code content	Quote upon request	N/A
3-post expandable binder, with stamping	\$70 each	N/A
3-ring vinyl binders, stamping not available	\$20 each	N/A
Additional tabs	\$35 per set	N/A
Supplementation		
Quarterly print and electronic supplementation schedule	N/A	\$1,400
Code in Microsoft Word (DOCX) (sent via email download)	N/A	\$300
Adobe PDF of the complete code (sent via email download)	N/A	\$300
Adobe PDF of each supplement (sent via email download)	N/A	\$300
State Law Linking	\$75/hour	\$350
Additional copies, reprints, binders, and/or tab orders	Quote upon request	
Legal work, creation of fee schedules, gender neutral review/implementation, and/or external linking	Quote upon request	
Codifying complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent).	Quote upon receipt of material	
Codifying a newly adopted full Chapter/Title/Appendix.	Quote upon receipt of material	
Codifying a newly adopted term change legislation.	Quote upon receipt of material	N/A
The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent).	Quote upon request	
Online Code Hosting		
Online Code Hosting Only	N/A	\$450
Custom Banner	\$250	N/A
CodeBank	N/A	\$150

CodeBank Compare + eNotify	N/A	\$250
OrdBank	N/A	\$315
OrdLink (must be purchased with OrdBank)	N/A	\$150
MuniPRO Service	N/A	\$295
MuniDocs (includes 25GB of storage)	N/A	\$350

Additional Solutions and Services

Meeting and Agenda Management

We believe that our meeting and agenda management solutions are the perfect complement to our supplementation service. CivicPlus' Agenda and Meeting Management software is a cloud-based, end-to-end solution that enables clerks and municipal staff to easily manage and collaborate on agendas, minutes, and live meetings while fostering positive public engagement through on-demand digital access to the meeting process.

As the only local government software provider with an integrated codification, agenda and meeting management, and municipal website solution offering, our suite allows for digital transformation of the entire legislative process - from the start of the agenda process to the final online publishing of the newly adopted legislation.

Customers who utilize either of our meeting and agenda management solutions can send legislation directly to CivicPlus from your meeting and agenda management solution, saving you time and ensuring that your code is up to date as quickly as possible. In addition, this powerful integration automatically posts the legislation to your online code of ordinances in less than a minute, ensuring a level of transparency that is not available anywhere else in the nation. **Click [here](#) for a short demonstration.**

Option 1: Ideally suited for municipalities over 15,000 population

We offer a fast, intuitive way to streamline the agenda management process—from creating agenda items to managing live meetings and creating post-meeting follow-up tasks. It empowers easy collaboration with customized workflows, version tracking, and built-in communication tools. The cutting-edge integration between Municode Codification allows you to push legislation during your meeting straight to your online code in a matter of seconds. Once codified, enhanced history notes will link your staff and residents to the meeting, giving the public access to the votes, minutes, video, and other supporting material. The software is also integrable with our CivicPlus Media live and recorded video streaming system. **Click [here](#) for additional information.**

Option 2: Ideally suited for municipalities under 15,000 population

Our cloud and Word-based agenda and meeting management system saves time and money by streamlining the agenda process. With zero setup requirements, minimal budget impact, and quick IT support, your staff will spend less time on agenda management while maintaining full control. You can live stream your meeting videos at no cost and provide archived video and audio linking capabilities. You can take roll call and record votes live in the meeting – and legislators can also vote directly from devices.

You can push ordinances straight from the software to your code, saving you and your staff time, and allowing the public to search, access, and be notified of new and updated legislation quicker than ever before. **Click [here](#) for additional information.**

Municipal Websites

Option 1: Government Content Management System (CMS)

Our Government Content Management System (CMS) offers a built-in suite of easy-to-use resident engagement tools. Modules including Agenda Center, Alert Center, Calendar, News Flash, Forms Center, and others enable local governments to communicate with their residents without technical knowledge or programming skills through its drag-and-drop user interface. Our CMS combines the best responsive design, tools, accessibility, secure hosting, and reliable continuing services to provide you with a website environment to keep your residents informed and engaged. [Click here](#) for additional information.

Option 2: Drupal Open-Source System

Our Drupal Open-Source System offers easily configurable and manageable website designs that are easy to maintain and responsive.

Ideal for towns, villages, townships, municipal departments such as police and fire departments and libraries, and special districts. It is both secure and easy for content editors to manage and update. In only a few months, you can present your residents with an inviting and easy-to-navigate website to stay engaged and informed on whatever device they prefer. [Click here](#) for additional information.



Option 3: Headless Content Management System (HCMS)

Our Headless Content Management System (HCMS) is developed specifically for local governments with innovative functionality and extensive flexibility to streamline your processes. It offers a suite of built-in, robust, and customizable tools and permission-based access that empower your staff to update and configure your website content easily and efficiently. Thanks to its live edit functionality, it is easy for nontechnical content creators to use yet capable of limitless customizations and integrations for teams with technical resources. In addition, the flexible features, API integrations, and build-once display does not restrict content based on output structure or format. [Click here](#) for additional information.

Digital Form-Building and Workflow Automation

Our solution allows local governments to scale technology solutions and quickly digitize paper and in-person workflows. This scalable software is a suite of deployment-ready apps, forms, and integrated systems. It streamlines integrated municipal teams' ability to create custom digital solutions to meet their community's unique government service delivery needs. Low-code development environments allow for collaboration between nontechnical department leaders and programmers to develop solutions that meet business needs. In addition, teams can create efficiency-centric applications with our software, including digital forms, hosted cloud infrastructure, IoT connectivity, and performance monitoring capabilities. [Click here](#) for additional information.

Recreation Management

The CivicPlus recreation management solution is designed exclusively for municipal parks and recreation departments by former parks and rec leaders. Its comprehensive activity, facility, membership, staff, volunteer, and point-of-sale features are easy for staff to update and custom-configure each season. In addition, its intuitive navigation and integrated online payment functionality make it easy for people to sign up for classes, reserve facilities, and pay for memberships online, from any device, at any time of the day or night, boosting department revenue and community engagement.

With residents self-servicing their needs online, recreation staff members have more time to focus on the necessary community activity programming and park and facility maintenance initiatives, fostering positive resident interactions and improving the civic experience. **Click [here](#) for additional information.**

Mass Notifications

As a public safety communicator, your goal of keeping your community safe and informed is too critical to rely on inefficient systems. CivicPlus' Mass Notification solution is the easiest-to-use multi-channel routine and emergency communication system available to local government public safety communicators. When integrated with FEMA's IPAWS and CivicPlus' suite of communications solutions, it allows communicators to draft, test, approve, and send time-sensitive communications rapidly one time and distribute them to multiple channels for maximum reach and impact.

Supported by a team of local government communication experts and award-winning technical support staff, CivicPlus empowers local government leaders to reach as many people through as many channels as possible with time-sensitive information. **Click [here](#) for additional information and to request a demonstration.**

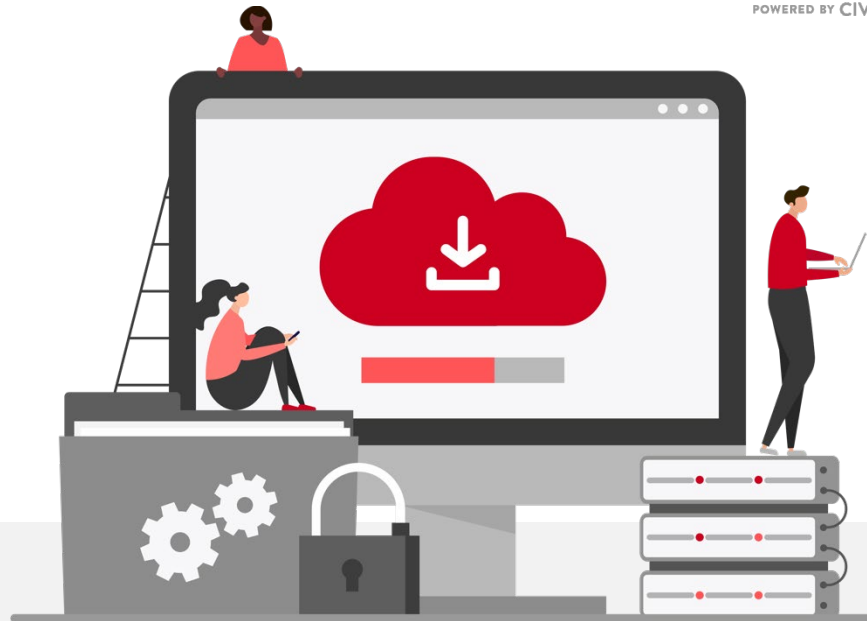
Citizen Relationship Management

CivicPlus offers a comprehensive and robust 311 request management and resident engagement solution that empowers local governments to demonstrate their positive community impact, accountability, and responsiveness, resulting in greater resident appreciation and trust.

Our industry-leading request management system is easily integrable with the most widely used ESRI and asset management systems to help local governments receive, respond, and report on community issues and repairs.

Our solution allows residents to submit feedback, questions, inquiries, and requests using the most common digital communication tools they already use daily—text, email, and phone. All messages are aggregated in a single system and associated with individual resident profiles for historical reference and administrative triage, assignment, resource management, and resolution. **Click [here](#) for additional information.**





Self-Publishing Software

Maple Park, Illinois

October 14, 2022 – Quote valid for 60 days



Sarah Bydalek

Legal Account Executive

Direct: 785.565.5388

Email: sarah.bydalek@civicplus.com

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

888.228.2233 | 785.587.8951 | civicplus.com

October 14, 2022

Liz Peerboom, Clerk
Maple Park, Illinois

RE: Self-Publishing Software

Dear Ms. Peerboom:

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 and offer services to empower you and your staff to create digital interactions that are personalized, frictionless, and singular.

This proposal describes our Self-Publishing Software, which is an ideal solution for customers who prefer to maintain control of the updating of their code independently in-house for a fixed annual cost. After your code material is converted to our database, authorized users can log in to the online code, draft proposed changes directly within the contents of the code, automatically generate ordinances and resolutions, and then publish the amended code on the web. With Self-Publishing Software, additional publications can be added to the hosting platform, or published internally, for an additional annual cost.

CivicPlus provides services to over 12,000 customers around the world and hosts nearly 4,000 municipal codes online via our Code Hosting system. Most importantly, when you choose CivicPlus, you receive the support of the nation's most experienced legal experts. Our attorneys have, on average, over twenty years of codification experience, and our legal editors and proofreaders average over eight years of service. Together, they provide the most accurate and timely service available.

Thank you for your review of this proposal and I look forward to working together to create positive civic experiences in Maple Park. Please contact me if you have any questions regarding this proposal.

Sincerely,



Sarah Bydalek
Legal Account Executive
785.565.5388
sarah.bydalek@civicplus.com

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Additional Solutions and Services..... 8

Company Profile

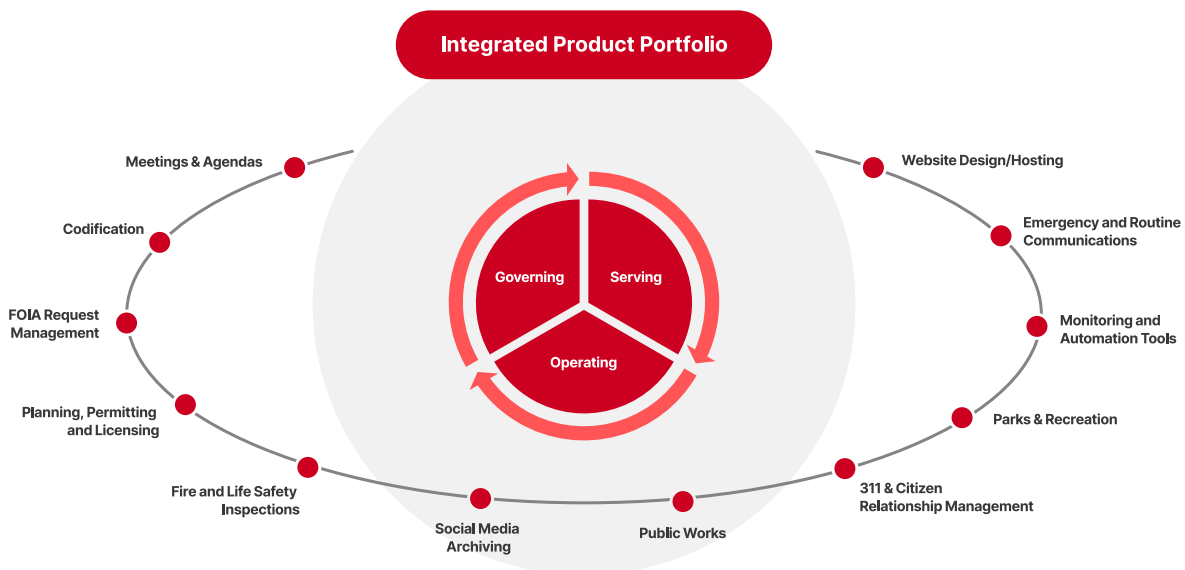
Powering and Empowering Local Governments

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 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.



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. CivicPlus is the only government technology company exclusively committed to powering and empowering local governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among Customers.



Self-Publishing Software

Our Self-Publishing Software was created specifically for municipalities who prefer to publish and maintain their code (and other selected publications) online and “in-house”, using your staff in lieu of our team of Legal Editors and Legal Proofreaders to edit and update the code.

Self-Publishing Software puts the maintenance of the code directly into your hands and is equipped with all the tools and technology needed to ensure the successful self-maintenance of your code and other publications.

We Convert Your Code, You Publish

The self-publishing process begins with us converting your recently updated and current Code of Ordinances into our Self-Publishing software platform. The timeframe for online publication is within **6 to 10 weeks** of our receipt of the contract and all applicable material in an editable, electronic format, and after any necessary updates have been completed. All material must be received in such editable, electronic formation within 30 days of contract execution. Complex or form-based graphics may result in an additional cost upon review.

If desired, our experienced editorial staff is available to provide assistance to bring the code current for online publication, or to assist in updating the online code at any future point in time, both for an additional cost. While some customers may prefer the complete independence our online framework offers, we are always available to assist upon request.

After your material is converted into the software database, we will provide training to enable authorized users to update the online code. This process occurs through our code-to-document proposal method (which generates automatic digital ordinances/resolutions), or by converting a passed document into the online platform.

Your Changes = Instant Ordinances

As you propose changes in your online code, your edits are tracked and redlined, allowing you to generate automatic ordinances or resolutions for legislators. All proposals made to the code are automatically numbered and redlined, enabling your council to clearly see what material has changed, and how those changes will impact your code.

Sign, Seal, and Update by Email Approval

After the automatically generated document is passed by your council, an email is generated to request the approval and authorization of your presiding officer(s) and attester(s). Upon their authorization, your online code can be instantly updated, and the documents may also be digitally signed and sealed. In addition to self-publishing your code of Ordinances, other books or publications can be published and updated within our Self-Publishing platform, such as minutes, policies & procedures, fee schedules, and more.

Self-Publishing Software Features



Complete Edit, Legislative History

Transparency is your and our primary objective. All changes made to your code within the system are fully and automatically documented and recoverable. The Self-Publishing Software service automatically records your legislative history for your residents to see the evolution of your code supported by the actual ordinances which adopted, amended, or repealed your section of the code.



Ordinance Design & Review

While some customers prefer the complete independence our online framework offers, other communities may request assistance from our full-service codification staff. Our experienced staff is available to provide your community with codification services which can include ordinance review and support.



Ordinance/Resolution Drafting Tool

As you propose changes in your online code, your edits are tracked and redlined, allowing you to generate automatic ordinances or resolutions for legislators.



Ordinance / Resolution Creator with Digital Signature & Seal

Upon passage, staff digitally applies roll call votes. Signatures and seals are applied via email approval. Once the attester approves, your code is current and automatically updated.



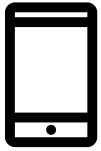
Search & Browse Features

- Cross-reference linking
- Citations in context of legislation
- Shareable link to any title, chapter, article, division, or section
- Search by keyword, and within specific areas of the code



PDF Ordinance/Resolution Storage

Tired of searching for original ordinances? Our Self-Publishing Software allows you to store and search. Data limitations may apply.



Desktop, Mobile Friendly

All our tools use widely accepted web standards and are cross-browser compliant. Your codes are instantly available online as well as on any mobile device once you choose to make them available. We support all modern mobile browsers and make our best effort to comply with WCAG 2.1 Level AA checkpoints for accessibility.



Branding, Theming

Each customer can choose the colors, logos, and fonts that represent their unique identity. No more one-size-fits-all. We will also support your custom domain for the location of your publication. We also include an array of analytics that will show you how your residents use your publications, including commonly accessed resources.



Host Additional Searchable Publications

Some customers use our Self-Publishing Software to provide additional resources to the public. The software platform is designed to publish online any regulation or policy that your community implements. Whether it's your municipal code, personnel policies and procedures, public work standards and technical specification, compilation of resolutions or executive orders, minutes, or other regulations; each of these books can be published through our online framework.



Online Training and Customer Service

We provide support and training to ensure familiarity with all aspects of the software. Municipal staff who receive our custom training and self-publish their own material develop themselves professionally and learn new skills.



Prudent, Cost Effective

Update as little as or much as you need. With SPS, there are no updating limitations or additional expenses. Most municipalities can save up to 25% with Self-Publishing Software! Our annual rates are fixed, not variable. This means your codification expense won't exceed the budget.



Reliable, Cloud Based

Using one of the biggest cloud-based infrastructures in the world, we can pass on our uptime guarantee of 99.9%. Customers can easily upload all supporting documentation and images such the original legislation, ordinances, zoning maps, documents, etc.



Print-friendly

Download online code as a PDF File, enabling print or backup.

Investment Proposal

Database Conversion and Software Setup

- Applicable to the code as codified through May 3, 2022, excluding uncoded legislation

Self-Publishing Software License

- Five individual user licenses
- Three virtual training sessions - up to two hours each
- Automatic Ordinance/Resolution Drafting Tool
- Automatic Code Updates & Legislative History Tool
- PDF Ordinance/Resolution Storage & Automatic PDF Generation for backup/printing (data limits may apply)
- Activation of additional publications upon request

	One-Time	Annual
Database Conversion & Software Setup	\$1,000	N/A
Self-Publishing Software License	N/A	\$1,200
Additional Software License	N/A	\$295
Total	\$1,000	\$1,495

Welcome Discount

For Purchase of Agenda and Meeting Management Solution

To complement a purchase of our Self-Publishing Software, if you also purchase either of our two agenda and meeting management solutions before December 31, 2022, we will provide a 20% discount for your first year of hosting and support (not applicable to one-time implementation costs) for your selected solution.

Available Agenda and Meeting Management Solutions

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- CivicClerk – Fast, intuitive way to streamline the agenda management process—from creating agenda items to managing live meetings and creating post-meeting follow-up tasks. It empowers easy collaboration with customized workflows, version tracking, and built-in communication tools.

Additional information on our available solutions can be found on page 8 below.

Standard Invoicing

Additional Fees

- Sales tax will be applied, if applicable
- Additional publications - **\$295/publication/year**

Initial and Annual Services

- Invoices for Database Conversion and the initial Software License fee will be submitted upon contract signing.
- Additional services purchased during the term will be pro-rated then applied to the annual fee.
- All recurring services under this contract will be subject to a 5% annual increase each renewal term.

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 Maple Park.

Optional Enhancements

We are confident in the ability of our proposed project to meet Maple Park's main needs. However, we recommend the following options that could positively impact your experience and goals.

Optional Services & Tools	One-Time	Annual
Self-Publishing Software		
Ordinance Update Services: Update your code by adding any uncodified legislation to the Self-Publishing Software database. Please note that additional ordinances added to the initial conversion are subject to an ordinance update fee and adding additional legislation during the initial conversion process may increase the timeframe.	Quote upon receipt of material	N/A
Software Licenses for Additional Publications: Include Minutes, Policies & Procedures, Handbooks, Manuals, Standards, Plans, and more.	Quote for database conversion upon receipt of material	\$295
Additional User Licenses: 5-10	N/A	\$120 each
Additional User Licenses: 11-20	N/A	\$100 each
Additional User Licenses: 21+	N/A	\$75 each
Code Update Services, after initial conversion (legal services excluded)	\$150 per hour	N/A
Consultation services and/or additional training (legal services excluded)	\$150 per hour	N/A
Onsite training, reorganization, renumbering, and/or legal services	Quote upon request	N/A
Online Code Hosting Premium Services		
MuniDocs – Upgraded capabilities to host any other municipal documents in a fully searchable format, including Minutes, Agendas, Resolutions, Budgets, and more for self-loading to the MuniDocs platform (includes 25GB of storage)	N/A	\$350
MuniPRO Service – Search over 4,000 codes in our full-service codification library, save frequently used or complex searches, create notes to attach to any publication and draft new ordinances.	N/A	\$295

Additional Solutions and Services

Meeting and Agenda Management

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Option 1: Ideally suited for municipalities over 15,000 population

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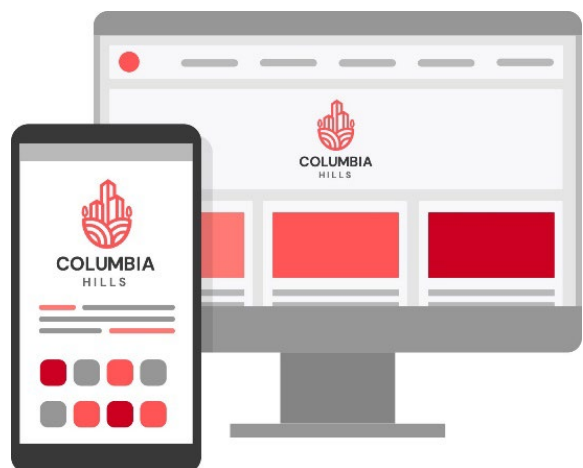
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Municipal Websites

Option 1: Government Content Management System (CMS)

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Option 2: Drupal Open-Source System

Our Drupal Open-Source System offers easily configurable and manageable website designs that are easy to maintain and responsive.

Ideal for towns, villages, townships, municipal departments such as police and fire departments and libraries, and special districts. It is both secure and easy for content editors to manage and update. In only a few months, you can present your residents with an inviting and easy-to-navigate website to stay engaged and informed on whatever device they prefer. **Click [here](#) for additional information.**

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Our Headless Content Management System (HCMS) is developed specifically for local governments with innovative functionality and extensive flexibility to streamline your processes. It offers a suite of built-in, robust, and customizable tools and permission-based access that empower your staff to update and configure your website content easily and efficiently. Thanks to its live edit functionality, it is easy for nontechnical content creators to use yet capable of limitless customizations and integrations for teams with technical resources. In addition, the flexible features, API integrations, and build-once display does not restrict content based on output structure or format. **Click [here](#) for additional information.**

Digital Form-Building and Workflow Automation

Our solution allows local governments to scale technology solutions and quickly digitize paper and in-person workflows. This scalable software is a suite of deployment-ready apps, forms, and integrated systems. It streamlines integrated municipal teams' ability to create custom digital solutions to meet their community's unique government service delivery needs. Low-code development environments allow for collaboration between nontechnical department leaders and programmers to develop solutions that meet business needs. In addition, teams can create efficiency-centric applications with our software, including digital forms, hosted cloud infrastructure, IoT connectivity, and performance monitoring capabilities. **Click [here](#) for additional information.**

Recreation Management

The CivicPlus recreation management solution is designed exclusively for municipal parks and recreation departments by former parks and rec leaders. Its comprehensive activity, facility, membership, staff, volunteer, and point-of-sale features are easy for staff to update and custom-configure each season. In addition, its intuitive navigation and integrated online payment functionality make it easy for people to sign up for classes, reserve facilities, and pay for memberships online, from any device, at any time of the day or night, boosting department revenue and community engagement.

With residents self-servicing their needs online, recreation staff members have more time to focus on the necessary community activity programming and park and facility maintenance initiatives, fostering positive resident interactions and improving the civic experience. **Click [here](#) for additional information.**

Mass Notifications

As a public safety communicator, your goal of keeping your community safe and informed is too critical to rely on inefficient systems. CivicPlus' Mass Notification solution is the easiest-to-use multi-channel routine and emergency communication system available to local government public safety communicators. When integrated with FEMA's IPAWS and CivicPlus' suite of communications solutions, it allows communicators to draft, test, approve, and send time-sensitive communications rapidly one time and distribute them to multiple channels for maximum reach and impact.

Supported by a team of local government communication experts and award-winning technical support staff, CivicPlus empowers local government leaders to reach as many people through as many channels as possible with time-sensitive information. **Click [here](#) for additional information and to request a demonstration.**

Citizen Relationship Management

CivicPlus offers a comprehensive and robust 311 request management and resident engagement solution that empowers local governments to demonstrate their positive community impact, accountability, and responsiveness, resulting in greater resident appreciation and trust.

Our industry-leading request management system is easily integrable with the most widely used ESRI and asset management systems to help local governments receive, respond, and report on community issues and repairs.

Our solution allows residents to submit feedback, questions, inquiries, and requests using the most common digital communication tools they already use daily—text, email, and phone. All messages are aggregated in a single system and associated with individual resident profiles for historical reference and administrative triage, assignment, resource management, and resolution. **Click [here](#) for additional information.**



DEKALB
E COUNTY LINE RD
KANE

2504

COUNTY LINE RD

BASEBALL DIAMONDS

CIVIC CENTER
302 Willow St, Maple Park

WILLOW ST

KENNERBEC ST

ELM ST

PLEASANT ST

MAULBERRY ST

SOUTH ST

SUMMER ST

