

**RESOLUTION G2023-55**

**RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH CIVICPLUS TO REDESIGN THE SYMMES TOWNSHIP WEBSITE AT A COST NOT TO EXCEED FORTY-ONE THOUSAND SEVEN HUNDRED FORTY-FOUR DOLLARDS AND FIFTY-FIVE CENTS (\$41,744.55) AND TO PROVIDE THE PRODUCT SUITE OF CIVICREC, CIVICENGAGE AND CIVICCLERK ON AN ANNUAL BASIS**

**WHEREAS**, the Township Trustees have indicated the need to provide a website where information can be shared by the township and make it easier for the public to find and view the township's information as well as schedule and receive park reservations on-line; and

**WHEREAS**, Township staff has gotten a formal proposal from CivicPlus which is a website company that provides website software that caters exclusively to municipal decision makers, improves communication, boosts efficiency, increases resident satisfaction, and empowers civic leaders and is completely customized to each jurisdiction depending on their services provided and needs; and

**WHEREAS**, the Township Administrator is recommending the new website software to the Board to consider and approve because it will be the most advantageous to the township and its needs; and

**WHEREAS**, the Board of Trustees of Symmes Township, Hamilton County, Ohio, desires to enter into an agreement with CivicPlus to redesign the Symmes Township Website and provide the suite of CivicRec, CivicEngage and CivicClerk annually.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Symmes Township, Hamilton County, Ohio:

**Section 1.** The Township Administrator is hereby authorized to enter into an agreement with CivicPlus to redesign the website at a cost not to exceed \$41,744.55.

**Section 2.** The Board of Trustees hereby authorize the annual payments of \$6,300.00 for CivicRec which will provide the online portal for park reservations, \$5,319.00 for CivicEngage which will provide the website, and \$5,035.80 for CivicClerk which will provide the agenda and meeting management software for a total of \$16,654.00.

**Section 3.** That the cost for the overhaul of the website and annual costs will be paid from the General Fund (#1000).

**Section 4.** The Fiscal Officer is hereby authorized to make payments to CivicPlus for the upfront costs to redesign the website in the amount of \$41,744.55 and in 2024 and 2025 payment of \$16,654.00 for the renewals and support.

**Section 5.** It is hereby certified that all formal actions of the Board of Trustees of Symmes Township, Hamilton County, Ohio relating to the adoption of this Resolution were taken in an open meeting of the Board and that all deliberations of the Board were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 6.** Upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.

**Section 7.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.

**ADOPTED: MAY 2, 2023 – RESOLUTION G2023-55**

Vote Record: Mr. Beck \_\_\_\_\_ Mr. Bryant \_\_\_\_\_ Ms. Leis \_\_\_\_\_

**BOARD OF TRUSTEES:**

\_\_\_\_\_  
Philip J. Beck, President

\_\_\_\_\_  
Kenneth N. Bryant, Vice-President

\_\_\_\_\_  
Jodie L. Leis, Trustee

**ATTEST:**

**APPROVED AS TO FORM:**

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Joseph C. Grossi, Fiscal Officer

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Jeff Forbes, Law Director