

VILLAGE OF WINNEBAGO

RESOLUTION NO. 2023 - 02 R

**A RESOLUTION ACCEPTING THE PROPOSAL AND
APPROVING THE CODIFICATION AGREEMENT WITH
CIVICPLUS, LLC FOR PROFESSIONAL SERVICES FOR
THE CODIFICATION OF THE VILLAGE OF
WINNEBAGO MUNICIPAL CODE BOOK AND
AUTHORIZING VILLAGE PRESIDENT TO SIGN
AGREEMENT RE: SAME**

ADOPTED BY THE BOARD OF TRUSTEES

VILLAGE OF WINNEBAGO

THIS 09th DAY OF January, 2023

Published in pamphlet form by authority of the Village Board of Trustees of the
Village of Winnebago, Illinois, this _____ day of _____, 2023

STATE OF ILLINOIS)

COUNTY OF WINNEBAGO)

SS

PAMPHLET PUBLICATION CERTIFICATION FORM

I, Sally Jo Huggins, certify that I am the duly elected and acting Village Clerk of the Village of Winnebago, Winnebago County, Illinois.

I further certify that on January 09, 2023 the Corporate Authorities of the above municipality passed and approved Resolution No. 2023- 02 R, entitled, "**A RESOLUTION ACCEPTING THE PROPOSAL AND APPROVING THE CODIFICATION AGREEMENT WITH CIVICPLUS, LLC FOR PROFESSIONAL SERVICES FOR THE CODIFICATION OF THE VILLAGE OF WINNEBAGO MUNICIPAL CODE BOOK AND AUTHORIZING VILLAGE PRESIDENT TO SIGN AGREEMENT RE: SAME**", which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Resolution No. 2023- 02 R, including the resolution and a cover thereof, was prepared and a copy of the resolution was posted in the Village office located at 108 West Main Street, Winnebago, Illinois, commencing on January 12, 2023, and continuing for a least (10) days thereafter. Copies of the resolution were also available for public inspection upon request in the office of the Village Clerk located at the above Village office address.

DATED at Winnebago, Illinois, this _____ day of _____, 2023.

(SEAL)

Sally Jo Huggins, Village Clerk

RESOLUTION EXECUTIVE SUMMARY

Prepared by: Kellie Symonds, Deputy Clerk
Committee: As Directed by the Finance Committee
Committee Date: December 27, 2022
Resolution Title: A Resolution Accepting the Proposal and Approving the Codification Agreement with CivicPlus, LLC for Professional Services for the Codification of the Village of Winnebago Municipal Code Book and Authorizing Village President to Sign Agreement RE: Same
Village Code: Village of Winnebago Resolution

Budget Information:

Was Item Budgeted? Yes	Appropriation Amount: Not exceed \$25,000
If not, explain funding source: N/A	
G/L Line item: # 01-41-565	Budget Impact: \$ 13,762.50

Background Information:

It has been the desire of the Board to codify the ordinances into a municipal code book. This codification will reduce and arrange the ordinances in a logical order and provide a searchable index for these ordinances. This code is not a complete listing of all ordinances but is a compilation of general ordinances approved by the Village of Winnebago.

Recommendation:

To approve the proposal received from CivicPlus, LLC for the scope of work specified in the agreement attached to the resolution referenced above.

Contract/Invoice:

A copy of the quote (#Q-32180-1) is attached. Invoicing will be in four segments as work progresses. Each of the four payments will be 25% (\$3,440.63) of the quoted amount of \$13,762.50. The first is due upon signing the agreement, followed by 25% upon submission of the Legal Memorandum, 25% upon the submission of proofs; and the final 25% upon delivery of the completed Municipal Code.

VILLAGE OF WINNEBAGO

RESOLUTION NO. 2023- 02R

A RESOLUTION ACCEPTING THE PROPOSAL AND APPROVING THE
CODIFICATION AGREEMENT WITH CIVICPLUS, LLC FOR PROFESSIONAL
SERVICES FOR THE CODIFICATION OF THE VILLAGE OF WINNEBAGO
MUNICIPAL CODE BOOK AND AUTHORIZING VILLAGE PRESIDENT TO SIGN
AGREEMENT RE: SAME

WHEREAS, the Village of Winnebago is desirous of codifying the ordinances into a municipal code book; and

WHEREAS, a proposal was requested and received by the staff from CivicPlus, LLC to begin this process; and

WHEREAS, the estimated cost for the services is \$13,762.50 with an annual recurring fee of \$2,995.00; and

WHEREAS, the scope of work to be invoiced is stated in quote #Q-32180-1 (Exhibit A) attached; and

WHEREAS, the Finance Committee's recommendation is to accept the said proposal of CivicPlus, LLC.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Winnebago, Winnebago County, Illinois, as follows:

SECTION 1. RECITALS

The recitals set forth above are incorporated in and made a part hereof.

SECTION 2. APPROVAL

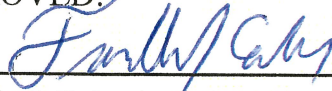
The Village Board of Trustees hereby approves the agreement between the Village of Winnebago and CivicPlus, LLC for the codification of ordinances for the Municipal Code Book as stated in the attached proposal for the codification services in the amount of \$ 13,762.50 with the recurring annual fee of \$2995.00, and the Village President is authorized to execute the agreement for the professional services on behalf of the Village of Winnebago.

SECTION 3. EFFECTIVE DATE

This Resolution shall be in full force and effect upon the passage and approval of this Resolution.

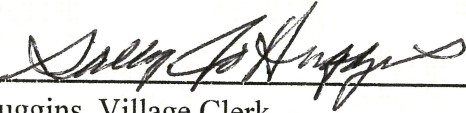
PASSED AND ADOPTED this 9th day of January, 2023.

APPROVED:



Franklin J. Eubank, Jr., President of the Board of
Trustees of the Village of Winnebago, Illinois

ATTEST:



Sally Jo Huggins, Village Clerk

PASSED:

1-9-2023

APPROVED:

1-9-2023

PUBLISHED IN

PAMPHLET FORM: _____