

VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

PARKS, PLAYGROUND & COMMUNITY SERVICES
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The Parks, Playground & Community Services Committee meeting of the Village of Brooklyn Heights, Ohio was held on October 3, 2023 at 7:00 p.m. with Mayor Procuk presiding.

Present at roll call:	Council Members:	Lasky, Presot, Tommer, Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Law Director:	
	Engineer:	
	Police Chief:	Meade
	Fire Chief:	
	Assistant Fire Chief:	
	Service Director:	Blados
	Building Commissioner:	
	Assistant Building Official:	
	Comm. Service Director:	Guilfoyle
	Recreation Director:	
	Soccer Commissioner:	
	GUESTS:	None

Jennifer Presot began the meeting stating the purpose of the meeting was to discuss a new Village website.

Ms. Guilfoyle stated that it was time for a new website and while in the beginning stage of planning, was notified by the County that they will no longer be hosting municipal websites effective June 1, 2024.

She reported that she followed each referral from the county, co-workers, John Triner and other municipalities. Through this process the company that stood out was Civic Plus. It is being used by many local municipalities and she spoke with most of them at length. Overall they are very pleased with Civic Plus, its customer service, cost and ease of use, both administratively and by their residents.

Civic Plus has been in business for over 25 years, has a good history and has won several awards for their site creation and customer service. They only work on municipal sites, guarantee a 99.9% uptime and will have the site up and running in 6 to 8 months.

They will create a seamless transition from the current county site to Civic Plus and also to the third party platforms we'll be using including Cloud Permit for the Building

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Department, All Paid for the Police Department (ticket payments) and MyRec for the sports and other registrations.

Each department can be trained and keep their pages updated. It meets all the international standards for ADA, WCAG (Website Content Accessibility Guidelines) and the most up to date SSL encryption software.

The cost of the first year is \$23,600 which includes the building of the site, all onboarding, and training. This is for the standard site versus the premium site which was several thousand more dollars for some customizable features that she felt was not worth the cost. Most of the other municipalities also chose the standard option. The second year cost will be \$5,319 and the third year will be \$7,978. Once the contract is signed we need to pay 70% which is \$16,520 and the remaining 30% (\$7,080) at the six month mark.

Building Department Official Howard Sonenstein and Nancy Zolgharnain met with Civic Plus and reviewed their Building Department module but chose to stay with Cloud Permit.

Some of the many features will include: the ability to post quick alerts or other news with auto-expire dates; with most of our content, we can add a widget that will allow residents to click and get automatic updates when the content is updated. These widgets will be throughout the site so residents can be updated on whatever their interests are.

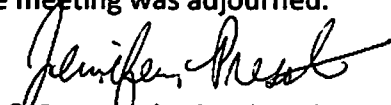
Mr. Lasky asked if Civic Plus contained modules that we will pay for and not utilize and the answer is no. We opted to use Cloud Permit for the Building Department and MyRec for the sports and other registrations which were cheaper than the Civic Plus modules.

Chief Meade added that he spoke with John Triner about our upload and download Internet speeds. We are currently at 10 megabytes upload and 30 megabytes download. He will be asking for a motion this evening to upgrade the speed to 200/200 megabytes.

Mayor Procuk added that we utilized the county to create the website back in 2014. There weren't many choices and although we met with Mango Bay and others, the county was the best choice at the time.

Ms. Guilfoyle outlined the other companies she met with and their costs showing that Civic Plus truly is the best choice all around.

There were no further questions and the meeting was adjourned.

Jennifer Presot 
Parks, Playground & Community Services Committee Chairperson