

**RESOLUTION NUMBER: 2026-33**

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE A STATEMENT OF WORK SERVICE AGREEMENT FOR AGENDA SOFTWARE AND WEBSITE MANAGEMENT SERVICES FROM CIVICPLUS**

**WHEREAS**, the Village of Poplar Grove (“Village”) is in need of agenda software and website management services to comply with accessibility requirements; and

**WHEREAS**, CivicPlus is a Limited Liability Company located in Manhattan, Kansas, and is registered to conduct business in the state of Illinois and provides such agenda software and website management services; and

**WHEREAS**, CivicPlus has provided two (2) Statements of Work that detail each service/product to be provided to the Village; and

**WHEREAS**, the Village wishes to approve and accept the Statements of Work from CivicPlus which are attached to this Resolution as Group Exhibit A; and

**WHEREAS**, the total investment for the initial term for AMM Select services provided by CivicPlus will be \$5,300.00 then \$5,300.00 each year thereafter with a 5% annual uplift starting in year two (2); and

**WHEREAS**, the total investment for the initial term for website accessibility upgrades provided by CivicPlus will be \$18,663.80 then \$13,263.80 each year thereafter with a 5% annual uplift starting in year two (2); and

**WHEREAS**, the Village has determined that it is in the best interest of its citizens to accept the Statements of Work from CivicPlus for its website management and agenda software needs.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby accepts the Statements of Work from CivicPlus for website management and agenda software needs.
3. The Village President and Village Clerk are hereby authorized to execute and attest to any document necessary to effectuate the intent set forth in this resolution with CivicPlus.

PASSED UPON MOTION BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

BY ROLL CALL VOTE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

AS FOLLOWS:

VOTING "AYE": \_\_\_\_\_  
\_\_\_\_\_

VOTING "NAY": \_\_\_\_\_  
\_\_\_\_\_

ABSENT, ABSTAIN, OTHER \_\_\_\_\_  
\_\_\_\_\_

APPROVED \_\_\_\_\_, 2026

\_\_\_\_\_  
VILLAGE PRESIDENT

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

**GROUP EXHIBIT A: STATEMENTS OF WORK FROM CIVICPLUS**