

**CITY OF SHEBOYGAN  
RESOLUTION 21-25-26**

**BY ALDERPERSONS MITCHELL AND PERRELLA.**

**JUNE 2, 2025.**

A RESOLUTION authorizing execution of a contract with CivicPlus for development of a new City of Sheboygan webpage and open records portal and an amendment in the 2025 budget to cover the associated cost.

WHEREAS, the City of Sheboygan is required to update its webpage by April 24, 2026 to render it compliant with the Americans with Disabilities Act (“ADA”); and

WHEREAS, the City desires to implement Freedom of Information Act (“FOIA”) software to receive and track requests for records and to provide a publicly accessible database where those who request records previously released to others may readily find such documents; and

WHEREAS, City staff has reviewed several software programs on the market and determined that CivicPlus meets all staff specifications.

NOW, THEREFORE BE IT RESOLVED: That the appropriate City officials are authorized to execute an agreement with CivicPlus for webpage and FOIA development and implementation and to take such other actions as necessary to effectuate this transition.

BE IT FURTHER RESOLVED: That the Finance Director is hereby authorized to pay for these services via the following 2025 budget amendment:

**INCREASE:**

General Fund – Finance – Interfund Transfers Out (Acct. No. 101150-811100)	\$159,328
Information Technology Fund – IT – Software (Acct. No. 713170-652250)	\$ 28,318
Information Technology Fund – IT – Contracted Services (Acct. No. 713170-531100)	\$ 91,991
Information Technology Fund – Interfund Transfers In (Acct. No. 713-492000)	\$159,328
Information Technology Fund – IT – Fund Equity Increase (Acct. No. 713170-599999)	\$ 39,019

**DECREASE:**

General Fund – City Administration – Contingency (Acct. No. 101141-810101)	\$159,328
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BE IT FURTHER RESOLVED: That the Finance Director is hereby authorized to pay for the entire first year contract and record a prepaid on the Balance Sheet to reflect the 2026 portion of the contract amount of \$39,019.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

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Presiding Officer

Attest

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Ryan Sorenson, Mayor, City of  
Sheboygan

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Meredith DeBruin, City Clerk, City of  
Sheboygan