



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: January 7, 2021

Subject: Website Update

The City's website is in need of a refresh and redesign. City staff is seeking authority from the City Council to work with Municode to provide website redesign, hosting and support services to the City. Their proposal is included with the packet.

The current website is difficult to navigate for visitors. We will be seeking to streamline the visitor's experience online, particularly for mobile devices. In addition, the website is not compliant with ADA guidelines. This website update will bring the City's website into compliance with ADA guidelines.

The cost of the website update is \$6,000 (one time). The annual hosting, maintenance and customer support cost is \$2,000/year. We can spread the cost of the design over four years. That, along with the annual website hosting/support, would be \$3,500/year. Funds were included in the 2021 budget for the website update.

Staff recommends approval of the website update proposal.

Future goals for the website include create a "web store" where people can submit applications and make payments entirely online. That will be done in Phase 2.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

