



Legislation Details (With Text)

File #: 2016-0704 **Version:** 0 **Name:** Telephone Town Hall Post Cards - Printing and Postage
Type: MOTION **Status:** PASSED
File created: 9/29/2016 **In control:** Board of Trustees
On agenda: 10/3/2016 **Final action:** 10/3/2016
Title: Telephone Town Hall Post Cards - Printing and Postage

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
10/3/2016	0	Board of Trustees		
9/29/2016	0	Communications and Marketing Department	INTRODUCED TO BOARD	

Title
Telephone Town Hall Post Cards - Printing and Postage

History
The village will soon host its third Telephone Town Hall Meeting. Offered like a call in radio talk show, residents are able to ask questions or listen in on the conversations.

Post cards are being mailed to all residential addresses in Orland Park, inviting residents to join the discussion about village finances.

The first Telephone Town Hall Meeting in September, 2015 brought in nearly 3000 callers to participate. A direct mail piece was sent for the fall, 2015 Telephone Town Hall.

A direct mail piece was not used in the spring of 2016 and only 800 participants called in.

With direct mail notification, it is hoped that more residents participate in the 2016 Telephone Town Hall Meeting.

The cost to print the post cards is \$2,435 while the cost for carrier routed/bulk mail postage is \$4,665 for a total cost of \$7,100.

This agenda item is being considered by the Technology, Innovation and Performance Improvement Committee and the Village Board of Trustees on the same night.

Financial Impact
The FY2016 budget does not include a line item for funding of the printing and mailing of the Telephone Town Hall post cards. A transfer from contingency will be utilized to fund this expenditure.

Recommended Action/Motion
I move to approve a budget transfer from contingency in the amount of \$7,100;

And

Approve the cost for printing of the post cards in the amount not to exceed \$2,435;

And

Approve the cost for carrier routed/bulk mailing postage of the post cards in an amount not to exceed \$4,665.