

Leadership Circle Application (Transparency)

City of Wellington

Name of Entity/Jurisdiction

www.wellingtonfl.gov

Web Site Address

Tom Amburgey

Primary Contact

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Congratulations to the Village of Wellington, Florida for their achievement of the NBBLO gold standard for leadership in government transparency!



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Internet Functionality	Enter the web address (URL) which documents the functionality or Check the box if you comply.
Financial	
Council Meetings & Agendas published (Bronze)	http://wellingtonfl.gov/html/Government/Agendas/village_council_pubmeet.html
Current and Previous Budgets Published (Bronze)	http://wellingtonfl.gov/html/Departments/Financial/main_financial.services.html
Current and Previous Financial Reports Published (Silver)	http://wellingtonfl.gov/html/Departments/Financial/main_financial.services.html
Check Register Published (Gold)	http://ftr.wellingtonfl.gov/ftr/reports.aspx?categoryid=37
<input checked="" type="checkbox"/>	Navigation tab or graphic guides readers to page with all financial documents: budget, financial report and check register (1 pt)
<input checked="" type="checkbox"/>	Date, Payee and Amount on check register (1 pt)
Check register in a searchable format (2 pts)	Searchable by Fund, Service Area, Department, Expense Type, Vendor/Payee
Drill down into summary balances (2 pts)	Top Level filter offers summaries that allow to drill down to more and more detail, ending in individual transactions
Contact Information	
Local government contact information (email address and phone numbers) readily available via the web (1 pt)	http://www.wellingtonfl.gov/html/Information_Center/phone_directory.html
Names & contact information posted for current local elected officials (1 pt)	http://www.wellingtonfl.gov/html/Government/Council/main_council.html
City Clerk	
Municipal code published via the web and updated at least 2 times a year (1 pt)	http://www.wellingtonfl.gov/html/Departments/Village_Clerk/main_vclerk.html
<input checked="" type="checkbox"/>	Resolutions and Fees updated at least 2 times a year (1 pt)
Requirements for submitting public record requests are posted on the web (1 pt)	http://www.wellingtonfl.gov/html/Information_Center/records_request.html
<input checked="" type="checkbox"/>	Jurisdiction offers public records request data entry via <i>electronic</i> form and instant submittal (1 pt)
<input checked="" type="checkbox"/>	Public records requests submitted over the counter are acknowledged with a written receipt. Those transmitted via email are acknowledged by return email within 48 hours (1 pt)
<input checked="" type="checkbox"/>	50% of requests for basic public records such as resolutions, staff reports, etc that are under the control of the City Clerk are offered to requester within 5 business days (2 pts)
<input checked="" type="checkbox"/>	Electronic transmission of requested public documents (1 pt)
<input checked="" type="checkbox"/>	Retrieved electronic documents are provided via email free of charge (1 pt)
<input checked="" type="checkbox"/>	City Clerk publishes metrics of public records requested, provided and quantifies the duration in between. Also metrics pertaining to other required duties such as receipt of process and publication of meeting minutes (2 pts)
<input checked="" type="checkbox"/>	City Clerk is required to report any improper hindrance in the offering of public records. Such a report must be filed by the Clerk with the appropriate governing body (1 pt)
<input checked="" type="checkbox"/>	All published PDF documents are searchable (1 pt)

Ability to search public records via the web (2 pts)	http://www.wellingtonfl.gov/html/Departments/Open_Wellington/open_well_index.php
Purchasing	
<input checked="" type="checkbox"/>	Purchasing allows digitally signed electronically responses to formal Request for Proposals (RFPs) to be submitted for easy review, storage and city clerk retrieval (2 pts)
<input checked="" type="checkbox"/>	A staff report shall be generated for all public procurements which clearly state the rationale behind the decision; this evaluation is made available for public inspection. (2 pts)
<input checked="" type="checkbox"/>	Responses to <i>completed</i> public procurements are readily available for public inspection (2 pts)
General	
Publishes list of active licensed businesses via the web (1 pt)	http://www.wellingtonfl.gov/html/Departments/Building/business_tax_receipts.html
<input checked="" type="checkbox"/>	The governing body has passed a resolution on Open and Transparent Governance (2 pts)
<input checked="" type="checkbox"/>	Citizen overpayments are refunded without a request from the taxpayer (2 pts)
<input type="checkbox"/>	Citizen digital document signatures are accepted. Staff regularly signs documents digitally (1 pt)
<input checked="" type="checkbox"/>	Documents are easy to locate and access with three clicks or less from the home page (1 pt)
<input checked="" type="checkbox"/>	Good use of charts or visual images to make data more understandable Include number of charts (2 pt)

Tom Amburgey, Chief Information Officer

Printed Name & Title of Authorized Party: *(Judge for county, mayor or their designee for city).*

On behalf of the above named jurisdiction, I hereby certify that:

- I am the individual named above as Printed name & Title
- I am authorized to submit this application
- I agree to the terms of the program as published above and on the NBBLO website.
- The information submitted herein is true and correct.

04/15/2010

Submittal Date: