

**2017**



# **US MUNICIPALITIES**

## **WEBSITE CLARITY INDEX**



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## The VisibleThread Website Index, US Municipalities 2017 – Q1

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### Executive Summary

- The [Plain Writing Act of 2010](#) mandates clear communications for U.S. citizens. The Act requires federal agencies use writing that is clear, concise, well-organized and appropriate to the intended audience. While this law helps citizens understand federal government messages more easily, has the plain writing act been adopted by municipalities?
- While it is clear that plain writing helps citizens' comprehension, it also helps government agencies and municipalities in the following manner:
- **Improve engagement and compliance:** when more people understand what you want them to do they are more likely to do it. For example, the state of Washington Department of Revenue agency estimates it collected \$800k in extra revenue after rewriting just one tax collection letter.<sup>1</sup> Likewise, when people understand agency programs and services, they are more likely to be effective.
- **Reduce costs:** When people know what the government asks of them, there's a better chance they'll comply. Improved compliance reduces the need for costly extra mailings, follow-up calls and even litigation. In one example, The Veterans Administration revised a letter asking beneficiaries to update contact information. The effort saved the VA \$8 million in follow-up costs.<sup>2</sup>
- VisibleThread's report measures the clarity of written content in 275 municipalities. VisibleThread measured up to 100 pages on each website, across four dimensions:
- [Readability](#) – How readable is the content?
- [Passive Language](#) – Active Language communicates clearly. What proportion of sentences is passive?
- [Long Sentences](#) – What proportion of all sentences are too long?
- [Word Complexity Density](#) – Complex words make web pages hard to understand.

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<sup>1</sup> [http://www.usatoday.com/news/nation/2006-12-10-washington-plain-talk\\_x.htm](http://www.usatoday.com/news/nation/2006-12-10-washington-plain-talk_x.htm) & <http://www.governor.wa.gov/priorities/plaintalk/default.asp>

<sup>2</sup> <http://abcnews.go.com/WN/obama-signs-law-understand/story?id=11902841>

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# The VisibleThread Website Index, US Municipalities 2017 – Q1



The results of the analysis are as follows:

The top 5 Municipalities were:

1. [EAST PRAIRIE MO](#)
2. [AUBURN AL](#)
3. [WATERTOWN MA](#)
4. [TRUMBULL CT](#)
5. [MASSILLON OH](#)

Municipality	State	Department	Website	Municipalities Q1 2017				Clear Writing				Readability				Passive				Long				Complex				Num Words
				Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank				
1 EAST PRAIRIE	MO	East Prairie Clerk	http://www.eastprairiemo.net	30	9.25	61	15	3%	11	4%	2	1.04	9	2992														
2 AUBURN	AL	Auburn City Info Technology	http://www.auburnalabama.org	100	16.5	85	1	3%	5	12%	52	1.00	8	54184														
3 WATERTOWN	MA	Watertown Town Council	http://www.watertown-ma.gov	100	17.5	59	22	3%	8	4%	1	1.80	39	16863														
4 TRUMBULL	CT	Trumbull Town Hall	http://www.trumbull-ct.gov	101	20.5	81	2	4%	24	6%	7	1.90	49	59031														
5 MASSILLON	OH	Massillon Public Service Dept	http://www.massillon.com	100	21.5	76	3	4%	19	13%	63	0.54	1	65738														

The bottom 5 Municipalities were:

271. [LONG BEACH CA](#)
272. [BELLEVUE NE](#)
273. [TOPEKA KS](#)
274. [LANCASTER CA](#)
275. [NEWARK CA](#)

Municipality	State	Department	Website	Municipalities Q1 2017				Clear Writing				Readability				Passive				Long				Complex				Num Words
				Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank				
271 LONG BEACH	CA	Long Beach Enterprise Zone	http://www.longbeach.gov	101	231	44	213	14%	259	31%	273	3.59	179	56294														
272 BELLEVUE	NE	City-Bellevue Building Dept	http://www.bellevue.net	100	231.75	43	227	16%	270	19%	177	7.40	253	16773														
273 TOPEKA	KS	Topeka Engineering Division	http://www.topeka.org	100	234.75	40	247	12%	229	22%	234	4.97	229	24732														
274 LANCASTER	PA	Lancaster Wastewater Operation	http://www.lcsd.org	100	243.5	32	264	16%	268	36%	275	3.44	167	66293														
275 NEWARK	CA	City of Newark	http://www.newark.org	103	252.5	39	251	14%	255	27%	265	5.95	239	26863														

**Average Scores:** The average scores from the sample group are as follows:

- Readability = **36**
- Passive voice = **9%**
- Long Sentences = **17%**
- Complex sentences = **3.71**

It is clear that long sentences contribute significantly to the overall poor readability on municipality websites.

## Key Findings

### Clear Language:

The following guideline definitions will help you understand the information we present in the Key Findings section:

- **Readability** – a score of 60 or higher is the target, approximately a year 9 equivalent reading level.
- **Passive language** – 4% or less is the target.
- **Long Sentences** – 5% or less across all content is the target.
- **Word Complexity Density** – How many complex, hard-to-understand words does the content contain?

Ranking criteria are defined in detail in the Methodology section.

### Kings of the county and Paupers of the parish

East Prairie, MO came top of the 2017 Municipality rankings in this study. It scored very well in all 4 categories.

Auburn, AL which came in a creditable 2<sup>nd</sup> overall was only let down by a high percentage of long sentences which stopped it taking the top spot. Its readability score of 85 is one of the highest ever encountered by visible thread in any sector.

Unfortunately, the City of Newark, CA website fell well below VisibleThread's target scores in all categories. Shockingly, over a quarter (27%) of all sentences encountered contained more than 25 words. It was also very close to bottom of the rankings for use of passive voice. Its readability score was also in the bottom 20%. These factors combined negatively affected its overall clear writing score.

Similarly, Lancaster, CA fared very poorly in the analysis. Over 1 in 3 of the sentences encountered (36%) contained more than 25 words. Only an average score on complex sentence structure ensured that it did not take over the bottom spot.

The clear writing index shows a wide spread of overall scores ranging from 9.25 (good) to 252.5 (very poor). This indicates a lack of consistency in understanding and adopting clear writing guidelines. This is despite a very visible and much publicized campaign around the Plain Language act of 2010.

Only 21 of the municipality websites analyzed (7.6%) managed to achieve a target readability index of 60 or higher. This reinforces the long-held perception that municipality websites are [difficult to read](#), often ignoring clear writing practices.

**Leaders and losers by category**

**Readability:** Twenty-one out of the 275 municipalities achieved a target readability index score of 60 or higher (7.6%). Auburn, AL scored a tremendous 85 and Trumbull, CT scored a creditable 81.

**Passive language:** Twenty-five of the websites analyzed (9%) met the target Passive Language score of 4%. The pages analyzed on the Orlando, FL [water conservation website](#) were all written in the active voice. The [Fallon City, NV](#) website only wrote 1% of its content in the passive voice. [Auburn City, NY](#), and [Brentwood, CA](#) came bottom with 19% and 18% of the content analyzed using the passive voice respectively.

**Long sentences:** Only 3 municipalities (1.1%) managed to meet the target score of 5%. These are [Watertown, MA](#), [East Prairie, MO](#) and [Cresson, PA](#). The remaining municipality websites ranged between 6% and an eye-watering 38%. The website using the highest percentage of long sentences was [Lancaster, CA](#). Over one third of its website content comprised sentences of more than 25 words.

**Complex Language:**

[Massillon, OH](#) and [Narragansett, RI](#) came first and second in the complex language category. Their websites used simple sentences consistently across the entirety of the pages analyzed. A special mention goes out to Ferguson City, MO which, while mid-table on average, came a worthy third in this category. The cities of [Knoxville, TN](#) and [Caldwell, ID](#) were the tail-enders in this category. Knoxville, TN in particular was last by a clear margin demonstrating the need for significant improvement.

**Room for Improvement:** The worst performing municipality websites were Long Beach, CA, Bellevue, NE, Topeka, KS, Lancaster CA and Newark, CA.

Factors making these the worst performers were:

- high proportion of long sentences (between 19% and 31%);
- high levels of passive language (12% to 16%);
- high degrees of complex language (density between 3.44 and 7.40).

Editors should use active language in sentences like this:

Prior to the implementation of any physical traffic calming measures, the City Engineer shall perform traffic studies to determine traffic volumes and speeds, and work with interested and concerned residents to determine which traffic calming measures are most appropriate and feasible to implement on specific streets.

**Note:** We found this sentence on the City of Newark, CA website

Before doing any traffic calming, the City Engineer will do some research. He will work with residents to find the best solution for each street.

1 sentence, 46 words, passive voice => 2 sentences, 25 words, active voice.

**Takeaways:**

**1. Wide variability between best and worst performers**

There is very wide variability between the highest and lowest scoring websites. This applies across all metrics.

For example, readability ranges from 85 (out of 100) for 1st place Auburn, AL in contrast to a lowly 18 for [Muskego, WI](#). This implies that someone reading the Muskego, WI website would need a considerably high level of comprehension; while a person in only their fifth year of education can make sense of the Auburn, AL website.

**2. Municipalities can dramatically improve clarity by focusing on a few key areas**

Many websites scored well in certain areas and poorly in others.

For instance, [West Haven, CT](#) ranks 81<sup>st</sup> overall. However, it ranks a much higher (19<sup>th</sup>) on readability but very poorly (229<sup>th</sup>) in the use long sentences. Rapid improvement to the website is possible by paying a little extra attention to the relevant key metrics.

**3. Sites catering to non-native English speakers have room for improvement**

The United States has always been a multi-cultural society. Most of the sites analyzed use English as the core (and often only) language. Improving the clarity of messages, improves the comprehension of those visiting the website for whom English is not the primary language.

For those websites, which use more than one language, improving the clarity of the content in the primary language improves the readability and understanding when translating into other languages.

Our results indicate that, for most websites analyzed, there remains considerable work to do to bring all municipality websites up-to-scratch.

**4. Improving online clarity can reduce costs**

Municipality websites, which have improved the clarity of their online content, can save significant sums of money. They can also make themselves more attractive to prospective visitors, residents and businesses.

# The VisibleThread Website Index, US Municipalities 2017 – Q1

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## Detailed Results Table

We show the full detailed table below.

Color-coding helps us to understand sites where one or two specific scores may be dragging down the overall ranking. Flagging specific areas (for instance, passive language) pinpoints areas for improvement.

KEY: **Green** = On or near target, **Amber** = Some work needed, **Red** = Well below target level

	Municipality	State	Department	Website	Num Pages	Municipalities Q1 2017		Clear Writing		Readability		Passive		Long		Complex		Num Words
						Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank
1	EAST PRAIRIE	MO	East Prairie Clerk	<a href="http://www.eastprairiemo.net">http://www.eastprairiemo.net</a>	30	9.25	61	15	3%	11	4%	2	1.04	9	2992			
2	AUBURN	AL	Auburn City Info Technology	<a href="http://www.auburnalabama.org">http://www.auburnalabama.org</a>	100	16.5	85	1	3%	5	12%	52	1.00	8	54184			
3	WATERTOWN	MA	Watertown Town Council	<a href="http://www.watertown-ma.gov">http://www.watertown-ma.gov</a>	100	17.5	59	22	3%	8	4%	1	1.80	39	16863			
4	TRUMBULL	CT	Trumbull Town Hall	<a href="http://www.trumbull-ct.gov">http://www.trumbull-ct.gov</a>	101	20.5	81	2	4%	24	6%	7	1.90	49	59031			
5	MASSILLON	OH	Massillon Public Service Dept	<a href="http://www.massillon.com">http://www.massillon.com</a>	100	21.5	76	3	4%	19	13%	63	0.54	1	65738			
6	NARRAGANSETT	RI	Narragansett Engineering Department	<a href="http://www.narragansettri.com">http://www.narragansettri.com</a>	29	23	56	36	3%	7	12%	47	0.65	2	5842			
7	COMMERCE CITY	CO	Commerce City Housing	<a href="http://www.c3gov.com">http://www.c3gov.com</a>	100	26.5	62	12	5%	32	5%	4	2.03	58	30712			
8	NEWARK	NJ	Motors Division	<a href="http://www.newark.com">http://www.newark.com</a>	103	26.75	64	9	4%	25	6%	6	2.15	67	99623			
9	CRESSON	PA	Cresson Township Garage	<a href="http://www.cressonarea.com">http://www.cressonarea.com</a>	101	32	67	6	8%	115	5%	3	0.79	4	5089			
10	GARY	IN	Calumet Township	<a href="http://www.calumettwp-in.gov">http://www.calumettwp-in.gov</a>	63	33	56	36	4%	18	5%	5	2.28	73	10264			
11	CRAWFORDSVILLE	IN	Crawfordsville Street Commissioner	<a href="http://www.crawfordsville.org">http://www.crawfordsville.org</a>	101	34.75	57	30	3%	6	8%	13	2.48	90	17746			
11	SAN DIEGO	CA	San Diego Volunteers	<a href="http://www.sandiego.gov">http://www.sandiego.gov</a>	100	34.75	55	46	4%	17	9%	17	2.04	59	65166			
13	MOSIER	OR	Mosier City Office	<a href="http://www.cityofmosier.com">http://www.cityofmosier.com</a>	100	36.75	58	25	6%	53	12%	49	1.42	20	19404			
14	WINTERS	CA	Winters Sewer Department	<a href="http://www.cityofwinters.org">http://www.cityofwinters.org</a>	100	43.75	56	36	3%	13	16%	115	1.13	11	142222			

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							Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	
15	WORCESTER	MA	Pearl Elm Garage	http://www.worcestermass.org	101	49.5	48	152	3%	9	10%	30	0.91	7	26561				
16	MARION	MA	Marion Building Dept	http://www.marionma.gov	100	50.25	61	15	6%	37	16%	117	1.59	32	14752				
17	KANSAS CITY	MO	Kansas City Information Tech	http://www.kcip.com	100	50.5	58	25	4%	20	17%	139	1.36	18	29475				
18	AUBURN	WA	City of Auburn Mayor	http://www.auburnwa.gov	101	50.75	50	119	4%	23	6%	8	1.94	53	107177				
19	BENTON	AR	Benton City Hall	http://www.bentonar.org	101	52.75	61	15	10%	161	9%	20	1.30	15	16737				
20	SAN LUIS OBISPO	CA	San Luis Obispo Engineering	http://www.sanluisobispo.com	101	55.75	54	59	6%	52	15%	91	1.46	21	58463				
21	FALLON	NV	Fallon City Police Department	http://www.cityoffallon.com	100	57.5	44	213	1%	2	6%	9	0.85	6	29735				
22	MEDINA	OH	City of Medina Building Dept	http://www.medinaoh.org	102	59.75	50	119	5%	31	10%	24	2.13	65	23284				
23	LIBERTY	NY	Town of Liberty Town Clerk	http://www.townofliberty.org	100	61	59	22	9%	147	14%	70	0.81	5	12670				
24	PATERSON	NJ	Paterson Engineering Department	http://www.patersonnj.gov	100	61.5	55	46	2%	3	10%	23	3.52	174	7363				
25	FARMINGTON	NM	Farmington City Engineer	http://www.fmttn.org	100	64	54	59	8%	84	14%	76	1.72	37	45553				
26	FORT FAIRFIELD	ME	Fort Fairfield Town Office	http://www.fortfairfield.org	100	66.5	58	25	4%	20	11%	34	3.76	187	23830				
27	HAMPTON	VA	Public Works Traffic Engineering	http://www.hampton.gov	101	67.25	55	46	6%	54	10%	28	3.10	141	41050				
28	CHARLOTTE	NC	Ovens Auditorium	http://www.ovensauditorium.com	87	67.5	49	136	5%	36	14%	72	1.51	26	12482				
29	RIO RANCHO	NM	Booneville City Hall	http://www.southlogan.com	61	68.5	53	68	7%	77	16%	106	1.46	23	9633				
30	DULUTH	MN	Duluth City Council	http://www.duluthmn.gov	100	70	49	136	6%	55	11%	41	1.90	48	43626				
31	MARTIN	TN	Martin City Hall	http://www.cityofmartin.net	100	70.5	61	15	7%	75	10%	27	3.39	165	19248				
32	LYNNWOOD	WA	Brier City Hall	http://ci.brier.wa.us	100	72.75	48	152	6%	51	14%	71	1.34	17	21753				
33	HAMMOND	IN	Hammond Mayor's Office	http://www.gohammond.com	100	73.75	56	36	9%	149	15%	82	1.55	28	42091				
34	NEWBURGH	NY	Newburgh Engineer	http://www.townofnewburgh.org	102	74.25	70	5	8%	92	12%	42	3.32	158	13414				
35	AKRON	OH	Akron Sewer Department	http://www.akronohio.gov	100	78	66	8	6%	50	7%	10	6.10	244	31828				
36	FORT WORTH	TX	Fort Worth It Solutions	http://www.cmitfortworth.com	25	78.75	47	175	5%	27	16%	103	1.08	10	6006				
37	MIDLAND	MI	Midland City Engineering Department	http://www.midland-mi.org	100	80	56	36	8%	104	16%	111	2.16	69	58737				

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Municipalities Q1 2017				Num Pages	Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words	
Municipality	State	Department	Website												
38	SCHILLER PARK	IL	Schiller Park Village Hall	http://www.villageofschillerpark.com	100	81	62	12	6%	38	11%	39	5.49	235	13215
38	SPIRIT LAKE	IA	City of Spirit Lake City Administrator	http://www.cityofspiritlake.org	100	81	60	19	6%	39	10%	29	5.75	237	8802
40	DANVILLE	VA	Danville City Engineering	http://www.danvillepublicworks.org	27	81.25	75	4	8%	99	11%	40	3.66	182	5516
41	LOCKPORT	NY	Lockport Supervisor	http://www.elockport.com	100	81.75	58	25	9%	122	14%	68	2.74	112	11232
42	FORT ATKINSON	WI	Fort Atkinson Municipal Office	http://www.fortatkinsonwi.net	101	82.25	56	36	9%	153	15%	80	2.07	60	28854
43	SEATTLE	WA	Seattle Claim Division	http://www.seattlechannel.org	100	82.5	55	46	7%	56	8%	14	4.53	214	12713
44	MADISON	WI	Madison Engineering Division	http://www.cityofmadison.com	101	84	52	90	7%	57	12%	44	3.18	145	21730
45	HARLEYSVILLE	PA	Lower Salford Township Sewer Authority	http://www.lowersalfordtownship.org	46	85	53	68	9%	137	15%	81	1.95	54	25387
46	BROOKLINE	MA	Brookline Town Counsel's Office	http://www.brooklinema.gov	100	85.25	47	175	4%	15	9%	21	2.92	130	24437
47	FRISCO	TX	City Hall	http://www.friscotexas.gov	100	85.75	53	68	7%	70	13%	59	3.19	146	12424
48	EAST HAVEN	CT	Town of East Haven Building Dept	http://www.townofeasthavenct.org	100	87.5	58	25	7%	62	11%	37	4.85	226	15372
49	WICKLIFFE	OH	City of Wickliffe City Hall	http://www.cityofwickliffe.com	100	88.25	53	68	10%	183	15%	78	1.50	24	18609
50	GRANTS PASS	OR	Grants Pass Drainage Department	http://www.grantspassoregon.gov	100	89.75	62	12	8%	109	13%	58	3.61	180	20672
51	WACO	TX	Waco Facility Service Department	http://www.waco-texas.com	100	90.75	51	103	8%	108	12%	43	2.68	109	45221
52	BREA	CA	Brea City Engineering	http://www.cityofbrea.net	103	91	54	59	7%	65	11%	36	4.34	204	25104
53	BUFFALO	NY	Kenmore Village Clerk	http://www.villageofkenmore.org	100	92.25	64	9	16%	271	7%	11	2.36	78	16007
54	KUTZTOWN	PA	Kutztown Borough Of	http://www.kutztownboro.org	78	93	54	59	9%	129	11%	35	3.25	149	14629
55	HOT SPRINGS NATIONAL PARK	AR	City of Hot Springs Wastewater	http://www.cityhs.net	100	93.75	55	46	7%	72	16%	118	3.07	139	18898
56	STOCKTON	CA	Stockton City Engineer	http://www.stocktongov.com	100	94.5	39	251	2%	4	8%	16	2.67	107	49768
57	GUTHRIE	OK	Guthrie City Manager	http://www.cityofguthrie.com	100	95.25	51	103	3%	12	18%	155	2.74	111	14570
58	COVINGTON	TN	Covington City Hall	http://www.covingtnon.com	84	96	56	36	9%	155	18%	153	1.80	40	19669
59	DERBY	KS	Derby City	http://www.derbyweb.com	100	97	52	90	6%	43	20%	192	2.11	63	24340
59	TRAVERSE CITY	MI	Traverse City Light & Power	http://www.tclp.org	100	97	52	90	8%	89	15%	101	2.68	108	10758

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	Municipality	State	Department	Website	Num Pages	Municipalities Q1 2017		Clear Writing		Readability		Passive		Long		Complex	
						Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words
61	BATESVILLE	IN	Batesville Wastewater Trtmnt	http://www.batesvilleindiana.us	100	97.75	0	275	5%	33	10%	31	1.93	52	33165		
62	KAYSVILLE	UT	Kaysville City Cemetery	http://www.kaysvillecity.com	100	98.25	57	30	10%	157	12%	46	3.33	160	25984		
63	PENDLETON	OR	Pendleton City Admin	http://www.pendleton.or.us	100	99	46	185	8%	79	15%	102	1.57	30	29306		
64	WEST ORANGE	NJ	West Orange Township Engineering	http://www.westorange.org	100	99.5	53	68	6%	41	17%	127	3.36	162	25539		
65	MARYVILLE	IL	Maryville City Hall	http://www.maryville-il.us	100	100.75	64	9	7%	60	28%	268	2.14	66	19396		
66	TROY	MO	Troy City Hall	http://www.cityoftroymissouri.com	47	101.25	57	30	10%	168	17%	124	2.41	83	10376		
67	SEATTLE	WA	City Of Des Moines City Hall	http://www.desmoineswa.gov	100	101.5	55	46	9%	141	14%	69	3.25	150	12872		
68	HUTTO	TX	Hutto City Code Enforcement	http://www.huttotx.gov	100	102	50	119	6%	46	21%	218	1.50	25	42499		
69	UNIONTOWN	OH	City of Green Finance	http://www.cityofgreen.org	100	102.25	54	59	8%	89	8%	15	6.28	246	31875		
70	SEARCY	AR	Searcy City Treasurer	http://www.searcy.com	101	102.5	48	152	6%	40	19%	162	2.01	56	30950		
71	PITTSBURGH	PA	Blair Township	http://www.blairco.org	100	103	24	270	7%	65	10%	22	1.99	55	15213		
72	DALLAS	TX	Farmers Branch City Manager	http://www.farmersbranch.info	100	103.25	53	68	8%	98	21%	206	1.83	41	42541		
72	LEWISTON	ID	City of Lewiston	http://www.cityoflewiston.org	100	103.25	50	119	5%	35	20%	197	2.11	62	17365		
74	FORT MYERS BEACH	FL	Fort Myers BCH Cultural Resrcs	http://www.fortmyersbeachfl.gov	100	103.5	56	36	7%	58	21%	214	2.67	106	23355		
74	FORT WAYNE	IN	Fort Wayne City Clerk	http://www.cityoffortwayne.org	100	103.5	53	68	8%	102	17%	130	2.75	114	32293		
76	OLYMPIA	WA	Olympia Recycling/Yard Waste	http://www.olympiaawa.gov	100	104.25	44	213	9%	126	13%	65	1.24	13	57472		
77	BAYONNE	NJ	Bayonne City Marriage License	http://www.bayonnenj.org	100	104.5	48	152	8%	113	14%	67	2.42	86	16698		
77	PREScott	AZ	Prescott City Manager	http://www.cityofprescott.net	100	104.5	49	136	9%	128	14%	72	2.40	82	35817		
79	KING OF PRUSSIA	PA	Upper Merion Township Office	http://www.umtownship.org	100	106.75	49	136	8%	96	12%	51	3.16	144	15664		
79	NEWTON	NJ	Newton Town Elections Department	http://www.newtontownhall.com	100	106.75	46	185	4%	22	16%	107	2.75	113	19004		
81	WEST HAVEN	CT	West Haven Corporate Counsel	http://www.cityofwesthaven.com	100	107	60	19	8%	119	22%	229	2.07	61	26490		
82	SENECA	IL	City of Seneca City Hall	http://www.senecail.org	22	108.75	49	136	8%	107	18%	157	1.69	35	11057		
83	SHREWSBURY	MA	Shrewsbury Public Access	http://www.shrewsbury-ma.gov	100	111	49	136	5%	30	12%	55	4.76	223	13055		

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	Municipality	State	Department	Website	Num Pages	Municipalities Q1 2017		Clear Writing		Readability		Passive		Long		Complex	
						Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words
84	SAGINAW	MI	Saginaw Housing Improvements	<a href="http://www.saginaw-mi.com">http://www.saginaw-mi.com</a>	101	112	53	68	9%	145	15%	82	3.27	153	54917		
85	HYANNIS	MA	Barnstable Town Hall	<a href="http://www.townofbarnstable.us">http://www.townofbarnstable.us</a>	100	112.5	50	119	9%	144	15%	99	2.45	88	15089		
86	LA CROSSE	WI	City of La Crosse Engineering Department	<a href="http://www.cityoflacrosse.org">http://www.cityoflacrosse.org</a>	100	113.25	53	68	10%	174	15%	94	2.78	117	14950		
87	GRAND PRAIRIE	TX	City of Grand Prairie It Department	<a href="http://www.gptx.org">http://www.gptx.org</a>	100	114	50	119	7%	62	11%	33	6.05	242	22334		
87	TAVERES	FL	City of Tavares City Clerk	<a href="http://www.tavares.org">http://www.tavares.org</a>	100	114	56	36	11%	206	16%	113	2.63	101	23005		
89	CLEVELAND	TN	Cleveland Electrical Inspector	<a href="http://www.clevelandtn.gov">http://www.clevelandtn.gov</a>	100	114.25	54	59	9%	136	22%	235	1.53	27	68913		
90	NORTH TONAWANDA	NY	Town of Wheatfield	<a href="http://wheatfield.ny.us">http://wheatfield.ny.us</a>	100	114.75	54	59	8%	100	12%	50	6.82	250	15621		
91	GLOUCESTER	MA	Gloucester City Electrical	<a href="http://www.gloucester-ma.gov">http://www.gloucester-ma.gov</a>	100	116.25	53	68	8%	95	20%	198	2.65	104	27473		
92	GRAND HAVEN	MI	Grand Haven Waste Water Trtmnt	<a href="http://www.grandhaven.org">http://www.grandhaven.org</a>	100	117.5	52	90	10%	165	17%	128	2.44	87	21888		
93	ARVADA	CO	Arvada Information Technology	<a href="http://www.arvada.org">http://www.arvada.org</a>	100	118	52	90	8%	82	10%	32	9.54	268	30994		
93	PARSIPPANY	NJ	Parsippany Finance	<a href="http://www.parsippany.net">http://www.parsippany.net</a>	100	118	46	185	8%	93	10%	25	3.47	169	10966		
95	DEARBORN	MI	Dearborn City Hall	<a href="http://www.cityofdearborn.org">http://www.cityofdearborn.org</a>	100	118.5	53	68	11%	217	17%	132	2.01	57	19220		
96	JUPITER	FL	Jupiter Town Manager	<a href="http://jupiter.fl.us">http://jupiter.fl.us</a>	100	118.75	52	90	8%	114	15%	96	3.52	175	34166		
97	AUBURN (1)	NY	Auburn Water Filter Plant	<a href="http://www.auburnny.gov">http://www.auburnny.gov</a>	100	119	60	19	19%	275	9%	19	3.37	163	9825		
97	ZION	IL	Zion City Hall	<a href="http://www.cityofzion.com">http://www.cityofzion.com</a>	101	119	57	30	10%	169	15%	85	3.91	192	29958		
99	MANASSAS	VA	City of Manassas	<a href="http://www.manassascity.org">http://www.manassascity.org</a>	100	119.5	48	152	7%	59	12%	54	4.50	213	14678		
100	NEWVILLE	PA	Newville Borough Waste Water	<a href="http://www.newvilleborough.com">http://www.newvilleborough.com</a>	100	119.75	53	68	9%	148	21%	217	1.89	46	15264		
101	FAIRBANK	IA	Fairbank Water Department	<a href="http://www.fairbank-ia.org">http://www.fairbank-ia.org</a>	32	120	59	22	13%	240	19%	187	1.58	31	10951		
102	HURON	SD	Huron Engineer's Office	<a href="http://www.huronsd.com">http://www.huronsd.com</a>	100	121.25	51	103	11%	187	18%	151	1.86	44	30851		
103	CHAMPLIN	MN	Champlin City Engineering	<a href="http://ci.champlin.mn.us">http://ci.champlin.mn.us</a>	100	121.75	42	232	4%	16	7%	12	4.89	227	12711		
104	YONKERS	NY	Yonkers Mayor's Office	<a href="http://www.yonkersny.gov">http://www.yonkersny.gov</a>	100	122.5	51	103	7%	74	17%	136	3.54	177	21350		
105	COPLAY	PA	North Whitehall Township	<a href="http://www.northwhitehall.org">http://www.northwhitehall.org</a>	48	123.5	57	30	17%	273	17%	123	2.15	68	12547		
106	MCKINNEY	TX	MC Kinney City Inspections	<a href="http://www.mckinneytexas.org">http://www.mckinneytexas.org</a>	100	124.25	53	68	12%	220	13%	66	3.11	143	39077		

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	Municipality	State	Department	Website	Municipalities Q1 2017				Clear Writing		Readability		Passive		Long		Complex	
					Num Pages	Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words	
107	LAKE OSWEGO	OR	Lake Oswego Engineering	<a href="http://ci.oswego.or.us">http://ci.oswego.or.us</a>	101	125	54	59	8%	109	16%	112	4.61	220	28597			
108	PUYALLUP	WA	City Planning	<a href="http://www.cityofpuyallup.org">http://www.cityofpuyallup.org</a>	100	125.5	50	119	7%	71	15%	79	5.44	233	12124			
109	WAUKEGAN	IL	Waukegan Code Compliance Office	<a href="http://www.waukeganweb.net">http://www.waukeganweb.net</a>	100	126.25	55	46	3%	10	22%	225	4.79	224	21837			
110	MISSOULA	MT	Missoula City Engineering	<a href="http://ci.missoula.mt.us">http://ci.missoula.mt.us</a>	100	126.5	51	103	9%	151	9%	18	5.45	234	9738			
111	SHOW LOW	AZ	Show Low City Street/Sewer/Wtr	<a href="http://ci.show-low.az.us">http://ci.show-low.az.us</a>	100	127.25	52	90	8%	83	15%	85	7.27	251	12889			
112	LITTLE FALLS	NJ	City of Newark	<a href="http://www.npl.org">http://www.npl.org</a>	101	127.5	25	268	6%	42	19%	188	1.21	12	63281			
113	SAINT LOUIS	MO	Ferguson City Clerk	<a href="http://www.fergusoncitywalk.com">http://www.fergusoncitywalk.com</a>	100	127.75	27	267	6%	47	20%	194	0.65	3	44974			
114	ROCHESTER	MI	Rochester Hills Engineering	<a href="http://www.rochesterhills.org">http://www.rochesterhills.org</a>	101	128.75	57	30	12%	230	17%	134	2.84	121	32902			
115	HOLT	MI	Delhi Township Information	<a href="http://www.delhitownship.com">http://www.delhitownship.com</a>	100	129	51	103	12%	233	17%	138	1.83	42	213205			
115	SCOTTSDALE	AZ	Scottsdale Personnel Office	<a href="http://www.scottsdaleaz.gov">http://www.scottsdaleaz.gov</a>	103	129	49	136	8%	115	15%	97	3.46	168	61938			
117	SOLON	OH	Solon City Council Office	<a href="http://www.solonohio.org">http://www.solonohio.org</a>	100	129.25	67	6	8%	84	20%	196	5.06	231	24227			
118	LYNCHBURG	VA	Lynchburg City Gis Department	<a href="http://www.lynnchburgva.gov">http://www.lynnchburgva.gov</a>	100	129.75	51	103	7%	68	16%	105	6.09	243	27697			
119	PASADENA	CA	Pasadena City Career Service Division	<a href="http://www.foothilletc.org">http://www.foothilletc.org</a>	49	130.5	48	152	6%	47	23%	243	2.38	80	20594			
120	HERMISTON	OR	Hermiston City Offices	<a href="http://hermiston.or.us">http://hermiston.or.us</a>	102	130.75	51	103	11%	196	18%	149	2.32	75	19866			
121	CHARDON	OH	City of Chardon Civil & Small Civil Court	<a href="http://co.geauga.oh.us">http://co.geauga.oh.us</a>	100	131	43	227	6%	45	15%	95	3.32	157	24624			
122	AVONDALE	AZ	Avondale City Clerk	<a href="http://www.avondale.org">http://www.avondale.org</a>	101	132	51	103	5%	28	23%	242	3.32	155	42467			
123	RIVER FALLS	WI	River Falls City Hall	<a href="http://www.rfcity.org">http://www.rfcity.org</a>	100	132.25	51	103	8%	106	22%	221	2.61	99	21116			
123	SALEM	VA	City of Salem -Technology System	<a href="http://www.salemva.gov">http://www.salemva.gov</a>	100	132.25	55	46	10%	169	16%	120	3.92	194	12803			
125	DES MOINES	IA	Des Moines Mayor's Office	<a href="http://www.dmgov.org">http://www.dmgov.org</a>	100	133	53	68	10%	179	18%	159	2.90	126	56054			
126	WATERBURY	CT	Waterbury Town Clerk	<a href="http://www.waterburyct.org">http://www.waterburyct.org</a>	100	134.5	47	175	8%	94	16%	121	3.23	148	26479			
127	CHARLESTON	SC	City of Charleston	<a href="http://www.charleston-sc.gov">http://www.charleston-sc.gov</a>	100	135.25	49	136	7%	69	18%	160	3.54	176	31636			
128	DOTHON	AL	Dothan City Maps Department	<a href="http://www.dothan.org">http://www.dothan.org</a>	101	135.75	39	251	5%	34	19%	166	2.49	92	18712			
128	PORTLAND	ME	Portland City Mayor	<a href="http://www.portlandmaine.gov">http://www.portlandmaine.gov</a>	101	135.75	54	59	11%	204	18%	161	2.84	119	71044			

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				Municipalities Q1 2017				Clear Writing		Readability		Passive		Long		Complex	
	Municipality	State	Department	Website	Num Pages	Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words
130	CHARLOTTE	NC	Charlotte Radio Comms Division	<a href="http://www.charmeck.org">http://www.charmeck.org</a>	101	136	49	136	8%	103	15%	84	4.65	221	22878		
130	SPOKANE	WA	Spokane Weights & Measures	<a href="http://www.spokanecity.org">http://www.spokanecity.org</a>	104	136	52	90	7%	67	19%	181	4.36	206	34473		
132	HAMMOND	IN	Hammond City Bookkeeping	<a href="http://www.hammond.org">http://www.hammond.org</a>	101	136.25	53	68	11%	215	23%	246	1.31	16	15295		
132	MANHASSET	NY	Town Supervisor	<a href="http://www.northhempstead.com">http://www.northhempstead.com</a>	102	136.25	48	152	8%	111	26%	263	1.37	19	36870		
134	IDAHO FALLS	ID	Idaho Falls Sewage Treatment	<a href="http://www.acwf.org">http://www.acwf.org</a>	100	136.5	37	260	6%	44	20%	204	1.77	38	26795		
135	MUSKEGO	WI	Muskego City Mayor	<a href="http://www.cityofmuskego.org">http://www.cityofmuskego.org</a>	100	137	18	274	4%	14	16%	113	3.20	147	38413		
136	NORTHFIELD	MN	Northfield City Adm	<a href="http://ci.northfield.mn.us">http://ci.northfield.mn.us</a>	101	137.25	49	136	10%	163	10%	25	4.79	225	17668		
137	BALDWIN PARK	CA	Irwindale City Maintenance Department	<a href="http://ci.irwindale.ca.us">http://ci.irwindale.ca.us</a>	100	137.75	49	136	5%	29	18%	156	5.02	230	31440		
138	LITTLE ROCK	AR	Little Rock Traffic Engrng	<a href="http://www.littlerock.org">http://www.littlerock.org</a>	100	141.75	51	103	11%	195	19%	164	2.66	105	31336		
138	MONTGOMERY	AL	Montgomery Engineering Department	<a href="http://www.montgomeryal.gov">http://www.montgomeryal.gov</a>	100	141.75	47	175	8%	79	13%	61	7.38	252	15962		
140	PLEASANT HILL	CA	Pleasant Hill Code Enforcement	<a href="http://ci.pleasant-hill.ca.us">http://ci.pleasant-hill.ca.us</a>	100	142.5	50	119	11%	199	13%	57	3.92	195	25387		
141	ROCK ISLAND	IL	Rock Island Weed Control	<a href="http://www.rigov.org">http://www.rigov.org</a>	100	142.75	24	270	8%	100	12%	45	3.32	156	15065		
142	POMPANO BEACH	FL	Margate City Manager	<a href="http://www.margatefl.com">http://www.margatefl.com</a>	100	144.25	50	119	9%	151	21%	213	2.54	94	18713		
142	SAINT PAUL	MN	St Paul Sewer Engineering	<a href="http://ci.stpaul.mn.us">http://ci.stpaul.mn.us</a>	100	144.25	50	119	10%	174	21%	207	2.35	77	15269		
144	TYLER	TX	City of Tyler Purchasing Water Department	<a href="http://www.cityoftyler.org">http://www.cityoftyler.org</a>	103	144.5	52	90	9%	123	16%	116	6.57	249	24004		
145	ROANOKE	VA	Roanoke Traffic Engineering	<a href="http://www.roanokeva.gov">http://www.roanokeva.gov</a>	100	145.25	50	119	11%	188	15%	89	3.73	185	21213		
145	ROSEMOUNT	MN	Rosemount City Building Permit	<a href="http://www.ci.rosemount.mn.us">http://www.ci.rosemount.mn.us</a>	100	145.25	48	152	8%	117	12%	48	8.40	264	8286		
147	LORAIN	OH	Lorain City Council	<a href="http://www.cityoflorain.org">http://www.cityoflorain.org</a>	100	145.5	50	119	12%	224	16%	119	2.84	120	27250		
148	TUALATIN	OR	Tualatin City Admin	<a href="http://www.tualatinoregon.gov">http://www.tualatinoregon.gov</a>	101	145.75	48	152	8%	87	18%	143	4.18	201	21833		
149	BLOOMINGTON	IL	Water Reclamation District	<a href="http://www.cityblm.org">http://www.cityblm.org</a>	103	146	48	152	10%	167	13%	60	4.36	205	12500		
150	KEARNEY	NE	Kearney City Engineer	<a href="http://www.cityofkearney.org">http://www.cityofkearney.org</a>	100	147.5	49	136	10%	177	15%	93	3.72	184	13101		
150	SNOHOMISH	WA	Snohomish City Hall	<a href="http://ci.snohomish.wa.us">http://ci.snohomish.wa.us</a>	101	147.5	46	185	8%	105	12%	53	6.38	247	10533		
152	MIAMI	FL	Miami Springs City Hall	<a href="http://www.miamisprings-fl.gov">http://www.miamisprings-fl.gov</a>	100	147.75	40	247	5%	26	15%	77	6.05	241	14224		

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Municipalities Q1 2017				Num Pages	Index	Clear Writing	Readability	Passive	Long	Complex		
Municipality	State	Department	Website	Num Pages	Index	Score	Rank	Score	Rank	Score	Rank	Num Words
152	SANTA MONICA	CA	Santa Monica Engineering	100	147.75	46	185	10%	158	17%	125	2.86
154	WARREN	MI	Warren City Clerks Office	100	148	55	46	15%	263	11%	38	6.10
155	GRAND RAPIDS	MI	Grand Rapids City Commissioner	100	148.25	24	270	7%	76	19%	183	2.11
156	DAYTON	OH	Moraine City Administration	100	149	53	68	15%	264	17%	129	3.01
156	EAST WEYMOUTH	MA	Town of Weymouth Town Hall	102	149	53	68	8%	121	18%	144	8.25
158	CALDWELL	ID	Caldwell Human Resources	101	150	56	36	12%	226	13%	64	17.01
159	VAIL	CO	Vail Community Comm Relations	103	151.25	52	90	8%	91	19%	167	7.73
160	ATLANTA	GA	Atlanta City Government	101	152	32	264	7%	64	25%	258	1.46
160	MADISON	WI	Fitchburg City Building Inspection	101	152	48	152	8%	96	15%	98	8.06
162	COLUMBUS	OH	Columbus Civil Service Commission	103	152.5	48	152	6%	49	18%	149	7.96
163	EL PASO	TX	El Paso City Information Service	100	153.5	46	185	9%	125	21%	219	2.42
164	NORFOLK	VA	Information Technology	100	154	52	90	11%	186	14%	74	9.28
165	OREM	UT	Orem City General Information	100	154.5	52	90	11%	212	22%	227	2.46
166	SEDALIA	MO	City of Sedalia	101	154.75	47	175	9%	137	16%	121	3.75
167	STRONGSVILLE	OH	Strongsville Engineering Department	100	155	39	251	7%	60	27%	264	1.87
168	COLORADO SPRINGS	CO	Colorado Springs Intergovtl	100	155.75	45	201	8%	86	14%	75	8.00
169	DEER PARK	WA	Deer Park Municipal Courts	101	156.25	51	103	8%	120	23%	241	3.36
169	STEUBENVILLE	OH	Steubenville Engineering Department	100	156.25	42	232	8%	118	19%	180	2.56
171	SCOTTS VALLEY	CA	Scotts Valley Administration	76	156.5	50	119	11%	189	15%	90	4.91
172	HOLYOKE	MA	Holyoke Gas & Electric Department	100	157	50	119	9%	137	20%	199	3.50
173	SUNNYVALE	TX	Town of Sunnyvale Town Hall	100	157.75	53	68	7%	73	25%	254	5.57
174	TROY	OH	City of Troy City Engineer	100	158	29	266	9%	124	16%	104	3.06
175	TAUNTON	MA	Taunton City Building Department	101	158.5	48	152	9%	126	15%	87	9.64

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Municipalities Q1 2017				Num Pages	Index	Clear Writing		Readability		Passive		Long		Complex		Num Words
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176	PASADENA	CA	Pasadena Rose Bowl General Office	http://www.rosebowlstadium.com	100	158.75	45	201	9%	134	29%	271	1.57	29	53605	
176	RIALTO	CA	Rialto Krto-Channel 3	http://www.rialtoca.gov	100	158.75	48	152	9%	143	15%	100	6.02	240	16442	
178	FLORISSANT	MO	Florissant City Hall	http://www.florissantmo.com	100	159.25	48	152	9%	137	28%	269	2.38	79	10931	
179	BASALT	CO	Basalt Town Government Building Dept	http://www.basalt.net	100	159.75	55	46	12%	226	17%	135	5.23	232	13547	
180	DANVILLE	VA	Information Technology	http://www.danville-va.gov	101	160	53	68	13%	246	18%	145	3.62	181	35700	
181	PORT HURON	MI	Port Huron Wastewater TRTMNT	http://www.porthuron.org	100	161	48	152	11%	219	19%	170	2.64	103	36005	
182	AMES	IA	Ames City Manager	http://www.cityofames.org	100	161.75	51	103	11%	190	18%	146	4.38	208	45293	
183	VISALIA	CA	Visalia Engineering & Transptn	http://ci.visalia.ca.us	100	162.25	46	185	12%	222	21%	209	1.60	33	23920	
184	DAMASCUS	PA	Damascus Township Highway Shed	http://www.damascustwp.org	81	162.5	49	136	11%	214	28%	266	1.63	34	34009	
185	ORLANDO	FL	Water Conserv II	http://www.waterconservii.com	30	163.25	36	262	0%	1	25%	257	3.01	133	133	
186	SACRAMENTO	CA	Sacramento Information Tech	http://www.cityofsacramento.org	100	163.75	45	201	9%	131	20%	195	2.92	128	23920	
187	SHARPSBURG	NC	Town of Sharpsburg	http://www.sharpsburgnc.com	100	164.5	53	68	12%	228	15%	92	9.87	270	6067	
188	GRAND JUNCTION	CO	City of Grand Junction Admin	http://www.gjcity.org	100	164.75	48	152	10%	181	22%	233	2.53	93	22501	
189	ROCHESTER	IN	City of Rochester Water Department	http://www.cityofrochester.gov	101	165.75	46	185	11%	184	19%	179	2.77	115	37087	
190	MILWAUKEE	WI	Milwaukee Infrastructure Service	http://www.msoe.edu	100	166	38	257	9%	133	23%	238	1.71	36	70389	
191	LEBANON	NH	Lebanon Landfill	http://www.dpw.lebnh.net	100	166.5	50	119	14%	254	19%	169	2.87	124	21744	
192	SANTA BARBARA	CA	Santa Barbara Engineering	http://www.santabarbaraca.gov	100	167.25	46	185	11%	205	22%	236	1.85	43	41625	
193	NAPLES	FL	Naples Community Service Dept	http://www.naplesgov.com	100	167.75	47	175	11%	198	19%	173	2.88	125	29154	
194	STURGIS	MI	Sturgis City Hall	http://www.sturgismi.gov	73	168.5	41	239	11%	197	16%	109	2.92	129	26017	
195	ATLANTA	GA	Atlanta Industrial Waste	http://www.atlantaga.gov	100	168.75	41	239	8%	81	18%	140	4.54	215	35772	
195	MADISON	IN	Madison Sewage Disposal Plant	http://www.madsewer.org	86	168.75	44	213	11%	192	22%	223	1.90	47	22686	
197	DALY CITY	CA	Daly City Building Maintenance	http://www.dalycity.org	102	169.75	49	136	11%	203	17%	137	4.31	203	38999	
198	DAYTON	OH	Engineering Department	http://www.ketteringoh.org	100	170.5	39	251	8%	111	16%	108	4.48	212	22062	

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Municipalities Q1 2017				Num Pages	Index	Clear Writing		Readability		Passive		Long		Complex	
Municipality	State	Department	Website			Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words	
198	SALT LAKE CITY	UT	Salt Lake City Prosecutors	http://www.slccgov.com	101	170.5	43	227	10%	182	19%	171	2.64	102	31171
200	COVINGTON	KY	City of Covington Solicitor	http://www.covingtonky.gov	101	170.75	45	201	10%	158	19%	190	3.01	134	18980
201	WAYNE	MI	Wayne City Planner	http://ci.wayne.mi.us	100	171	46	185	11%	206	18%	141	3.26	152	18739
202	YUMA	AZ	City Engineering Department	http://www.yumaaz.gov	100	171.25	46	185	10%	171	18%	158	3.49	171	30449
203	LINCOLN	NE	Lincoln City Council Office	http://lincoln.ne.gov	101	172	42	232	9%	142	19%	174	3.08	140	22902
204	BARROW	AK	North Slope Borough Wellness	http://www.north-slope.org	100	172.25	40	247	11%	200	22%	228	1.25	14	33875
205	GILROY	CA	Gilroy City Mayor	http://www.cityofgilroy.org	100	172.75	51	103	10%	174	21%	212	4.24	202	23193
205	RIO RANCHO	NM	City of Rio Rancho	http://ci.rio-rancho.nm.us	100	172.75	45	201	11%	202	19%	172	2.77	116	26851
207	RUSTON	LA	Gis	http://www.lincolnparish.org	61	173.25	49	136	13%	251	22%	222	2.41	84	10069
208	EAGLE	CO	Town of Eagle Waste Water	http://www.townofeagle.org	101	174	50	119	13%	253	18%	146	3.54	178	17071
208	MECHANICSBURG	PA	Hampden Township	http://www.hampdentownship.us	100	174	46	185	13%	251	18%	142	2.78	118	168062
210	ENDICOTT	NY	Endicott Light Department	http://www.endicottny.com	50	174.75	45	201	11%	194	21%	208	2.56	96	17758
211	DAVENPORT	IA	Davenport Public Works	http://www.cityofdavenportiowa.com	100	175.5	47	175	12%	230	23%	247	1.91	50	28435
212	LIVONIA	MI	Livonia Television	http://ci.livonia.mi.us	104	176.25	53	68	11%	210	18%	154	16.94	273	40254
212	SANTA ROSA	CA	City of Santa Rosa Parking Division	http://www.srcity.org	100	176.25	42	232	10%	162	23%	239	2.23	72	53474
214	MARYSVILLE	MI	Marysville City Administration	http://www.marysvilleohio.org	100	177.5	55	46	11%	190	21%	220	7.45	254	9908
215	HOLLAND	MI	Holland City Customer Service	http://www.hollandbpw.com	100	178.25	48	152	9%	130	22%	224	4.38	207	24784
216	HOLLYWOOD	FL	Pembroke Pines Code Enfrcmnt	http://www.ppinies.com	100	178.5	46	185	8%	78	24%	252	4.06	199	26956
217	EVANS MILLS	NY	Town Clerk	http://www.townofleray.org	72	178.75	55	46	15%	265	19%	186	4.59	218	7824
218	FOND DU LAC	WI	Village of North Fond Du Lac	http://www.nfdl.org	101	179	53	68	15%	262	23%	244	3.10	142	78793
219	CARRBORO	NC	Carrboro Town Manager	http://www.townofcarrboro.org	100	179.25	47	175	9%	135	19%	185	4.69	222	18659
220	DUBUQUE	IA	Dubuque Illegal Dumping	http://www.cityofdubuque.org	100	180	44	213	10%	164	15%	88	7.53	255	8512
221	KNOXVILLE	TN	Knoxville Garage Security	http://www.cityofknoxville.org	104	180.75	44	213	10%	173	13%	62	26.66	275	44535

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	Municipality	State	Department	Website	Num Pages	Municipalities Q1 2017		Clear Writing		Readability		Passive		Long		Complex	
						Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words
222	WIXOM	MI	City of Wixom Finance	http://www.cityofwixom.com	100	181.25	51	103	12%	236	19%	175	4.45	211	41806		
223	WYTHEVILLE	VA	Wytheville Wastewater Plant	http://www.wytheville.org	100	184	48	152	11%	212	19%	182	3.85	190	11545		
224	BRISTOL	TN	Bristol Water Plant	http://www.bristoltn.org	100	184.25	51	103	12%	232	20%	193	4.39	209	20644		
225	TAMPA	FL	Tampa City Hall	http://www.tampagov.net	102	184.5	44	213	10%	160	25%	255	2.73	110	17446		
225	WINSTON SALEM	NC	Winston-Salem Budget Office	http://www.cityofws.org	101	184.5	44	213	11%	210	13%	56	7.93	259	26036		
227	MOBILE	AL	Mobile Engineering Department	http://www.cityofmobile.org	100	185	42	232	10%	180	22%	230	2.60	98	19637		
228	ESCANABA	MI	Escanaba City Electric	http://www.escanaba.org	100	185.25	52	90	11%	201	20%	202	6.51	248	14631		
229	WALNUT CREEK	CA	Walnut Creek Engineering Division	http://www.walnut-creek.org	100	185.5	47	175	13%	250	17%	126	3.89	191	24315		
230	BUFFALO GROVE	IL	Engineering Department	http://www.vbg.org	100	186.25	46	185	13%	241	19%	168	3.25	151	25007		
231	SALINAS	CA	City of Salinas City Engineer	http://www.ci.salinas.ca.us	100	187.25	44	213	8%	88	19%	176	15.34	272	28906		
232	COLUMBUS	OH	Columbus Passport Program	http://www.coaaa.org	100	189	41	239	9%	150	22%	231	3.02	136	43026		
232	HARTFORD	KY	Hartford City Clerk	http://www.hartford.gov	103	189	50	119	13%	243	28%	267	2.91	127	36883		
234	BULLHEAD CITY	AZ	Bullhead City Channel 4 Studio	http://www.bullheadcity.com	100	190.5	55	46	13%	248	20%	201	9.33	267	17615		
235	FORT LAUDERDALE	FL	Fleet Service	http://www.fortlauderdale.gov	101	191.5	43	227	9%	132	24%	248	3.33	159	30803		
236	MILWAUKEE	WI	Milwaukee Street & Bridge	http://www.mpw.net	100	193.5	49	136	13%	242	17%	131	8.58	265	24831		
237	CLINTON	MS	Clinton City Hall	http://www.clintonms.org	100	194.25	41	239	13%	237	24%	250	1.92	51	11578		
237	PASO ROBLES	CA	Paso Robles Personnel	http://www.prcity.com	100	194.25	43	227	11%	208	21%	211	2.93	131	35575		
239	FAYETTEVILLE	AR	Fayetteville Govt Channel	http://www.accessfayetteville.org	100	194.5	48	152	13%	237	20%	200	3.84	189	21996		
239	FREMONT	CA	City of Fremont Engineering	http://www.fremont.gov	100	194.5	45	201	11%	216	19%	165	3.94	196	33027		
241	MIDLAND	TX	Midland Engineering Service	http://www.midlandtexas.gov	100	195.25	47	175	14%	258	16%	110	5.85	238	8894		
242	PEORIA	AZ	Peoria Community Service Dept	http://www.peoriaaz.com	100	195.5	35	263	11%	193	23%	245	2.40	81	40238		
243	INDIANAPOLIS	IN	Indianapolis Fleet Service	http://www.indy.gov	101	196.5	41	239	10%	178	21%	215	3.29	154	20420		
243	TEXARKANA	AR	Texarkana City Hall	http://arkansas.txkusa.org	100	196.5	25	268	10%	156	18%	152	4.43	210	13567		

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	Municipality	State	Department	Website	Num Pages	Municipalities Q1 2017		Clear Writing		Readability		Passive		Long		Complex	
						Index	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words
245	WORCESTER	MA	Technical Service	http://www.worcesterma.gov	100	197.25	44	213	13%	247	26%	259	2.22	70	28485		
246	PORLTAND	OR	Portland City Nuisance	http://www.portlandoregon.gov	100	197.5	38	257	11%	185	32%	274	2.28	74	39719		
247	MIDDLETON	OH	Middletown Water Trtmnt Plant	http://www.cityofmiddletown.org	101	199.25	48	152	14%	257	21%	216	3.49	172	30530		
248	SOUTH HAVEN	MI	South Haven Payroll	http://www.south-haven.com	94	199.75	45	201	12%	223	20%	205	3.47	170	18568		
249	CLARKSBURG	WV	Clarksburg Sewage Treatment	http://www.cityofclarksburgwv.com	100	200.75	48	152	12%	221	22%	232	4.01	198	11658		
250	COLUMBUS (1)	IN	Columbus City Insurance Department	http://columbus.in.gov	100	201.75	41	239	10%	172	19%	177	4.61	219	12414		
251	COLUMBUS (1)	OH	Pine Grove Landfill	http://www.columbusga.org	100	203.5	41	239	13%	244	23%	240	2.48	91	32857		
251	DALLAS	TX	University Park Admin	http://www.uptexas.org	100	203.5	46	185	15%	266	19%	163	4.07	200	27152		
253	SAN FRANCISCO	CA	S F Parking & Traffic Commsn	http://www.sfgov.org	100	203.75	44	213	13%	239	22%	226	3.05	137	26519		
254	BIRMINGHAM	AL	City of Birmingham Public Works	http://www.birminghamal.gov	100	205.5	40	247	9%	153	25%	256	3.40	166	27775		
255	SANTA FE	NM	Santa Fe Streets Department	http://www.santafenm.gov	100	206	45	201	9%	145	26%	261	4.58	217	41844		
256	BELLE VERNON	PA	Rostraver Township Garage	http://www.rostraver.us	100	206.25	42	232	14%	260	26%	262	2.22	71	35579		
257	ALCOA	TN	Alcoa Business Office-Taxes	http://www.cityofalcoa-tn.gov	100	207.25	20	273	10%	165	17%	133	7.81	258	12542		
257	BALTIMORE	MD	Baltimore Purchasing Division	http://www.baltimorecountymd.gov	100	207.25	42	232	16%	272	24%	249	2.34	76	42238		
257	KOKOMO	IN	Electrical Inspector	http://www.cityofkokomo.org	100	207.25	41	239	11%	217	24%	251	2.85	122	22741		
260	LONGWOOD	FL	Longwood City Hall	http://www.longwoodfl.org	100	207.5	46	185	13%	245	19%	184	4.57	216	12560		
261	BRENTWOOD	CA	Brentwood Wastewater Operation	http://www.brentwoodca.gov	100	211	44	213	18%	274	26%	260	2.60	97	29191		
262	VENTURA	CA	Ventura Code Enforcement	http://www.cityofventura.net	101	211.5	45	201	11%	209	25%	253	3.66	183	62481		
263	LEES SUMMIT	MO	Lees Summit City Finance	http://www.cityofls.net	100	212.75	45	201	13%	249	23%	237	3.38	164	38419		
264	WATERLOO	IA	Waterloo Engineering Department	http://ci.waterloo.ia.us	100	213	44	213	16%	267	31%	272	2.62	100	39781		
265	RICHARDSON	TX	Richardson City Offices	http://www.cor.net	104	213.5	48	152	14%	255	19%	191	7.72	256	38492		
266	OXFORD	MS	Oxford City Hall	http://www.oxfordms.net	100	216.25	37	260	16%	269	18%	148	3.84	188	13607		
267	SALEM	MA	City of Salem Water & Sewer	http://www.cityofsalem.net	102	216.75	39	251	12%	235	19%	188	3.92	193	50185		

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Municipalities Q1 2017				Num Pages	Index	Clear Writing		Readability		Passive		Long		Complex	
Municipality	State	Department	Website			Score	Rank	Score	Rank	Score	Rank	Score	Rank	Num Words	
268	WEST CHESTER	OH	West Chester Township Service Dept	http://www.westchesteroh.org	100	218.5	44	213	15%	261	20%	203	4.01	197	33864
269	FRESNO	CA	Fresno Sewer Maintenance	http://www.fresno.gov	100	223.25	38	257	12%	234	29%	270	2.97	132	29724
270	GLENDALE	CA	City of Glendale Housing Department	http://ci.glendale.ca.us	100	226.75	45	201	12%	225	21%	210	12.51	271	15508
271	LONG BEACH	CA	Long Beach Enterprise Zone	http://www.longbeach.gov	101	231	44	213	14%	259	31%	273	3.59	179	56294
272	BELLEVUE	NE	City-Bellevue Building Dept	http://www.bellevue.net	100	231.75	43	227	16%	270	19%	177	7.40	253	16773
273	TOPEKA	KS	Topeka Engineering Division	http://www.topeka.org	100	234.75	40	247	12%	229	22%	234	4.97	229	24732
274	LANCASTER	CA	Lancaster Wastewater Operation	http://www.lacsd.org	100	243.5	32	264	16%	268	36%	275	3.44	167	66293
275	NEWARK	CA	City of Newark	http://www.newark.org	103	252.5	39	251	14%	255	27%	265	5.95	239	26863

## Methodology – what are the metrics?

- We scanned between up to 100 pages of content using automated crawling techniques.
- We crawled starting from the publicly available URL.
- Certain pages within the sample contain non-textual content (eg: videos). We omitted these pages from our scan.
- If scan had fewer than 100 pages, we included the page count and word count for each agency.

We calculated the index based on 4 metrics. Each metric contributes equally to the final score. The metrics are:

Metric	Formula
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### 1. Readability

Readability ranges from 1 to 100. 100 is the top mark. If communicating with citizens, aim for at least 60.  
  
This uses the Flesch Reading Ease index.

$$(206.835 - (1.015 \times \text{Average Sentence Length}) - (84.6 \times \text{Average Syllables per Word}))$$

### 2. Passive Language

The % rating is the proportion of sentences with a passive construction. Passive language is where the subject is acted upon by the verb. For example:

$$(\text{Passive Sentences} / \text{Total Sentences} * 100)$$

"Quality is monitored" vs. "We monitor quality"

If you use active voice, you will increase clarity & strength.  
You will also flush out the 'actor', i.e. who did the action?

### 3. Long Sentences

The % rating is the proportion of sentences that are longer than 25 words. Long sentences mask multiple concepts. Splitting up these sentences will result in a clearer message.

$$(\text{Long Sentences} / \text{Total Sentences} * 100)$$

### 4. Complex Word Density

The density rating is the proportion of complex words relative to the total word count. This scan looks for complex words/phrases based on Federal Guidelines. See  
<http://www.plainlanguage.gov/howto/wordsuggestions/s>

$$(\text{Complex Words} / \text{Total Words} * 100)$$

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[implewords.cfm](#) for the list scanned. Replacing complex words with simpler words helps your readers concentrate on your content.

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## About VisibleThread

VisibleThread provides document content analysis solutions for sales and marketing professionals. We flag poor quality and complex language for documents and websites. This eliminates tedious manual review cycles, saving you time and cost.

### **Our solutions & reports allow customers to:**

- Scan docs and websites in minutes
- Identify risky and complex language with objective metrics
- Benchmark web sites against sector peers
- Flag compliance issues

For corporate teams, government agencies and non-profits, our solutions make review teams 40% more efficient and increase sales and marketing conversions.

### **For questions or if you want a specific sector index:**

- For a specific agency or bureau index, email: [sales@visiblethread.com](mailto:sales@visiblethread.com)
- For questions on the metrics or methodology, email: [support@visiblethread.com](mailto:support@visiblethread.com)