



Memo

To: Mayor & City Council
From: Renee Eberly, City Clerk/Procurement Officer
Date: 2/26/2023
Re: CivicClerk website agenda management solution

The City has been using NovusAgenda for its website agenda management solution since 2006. NovusAgenda has since been acquired by Granicus, who is stopping support of the product later this year. In November 2022, the City moved to a CivicPlus website platform. CivicPlus offers a basic agenda management option that has fewer features and takes more time to manage than NovusAgenda. CivicPlus has an upgraded option known as CivicClerk which I have reviewed and believe will meet our needs.

Currently, the City pays \$5,646 annually for NovusAgenda. The first year of CivicClerk costs \$7,690 which includes implementation. The annual fee for CivicClerk beginning with the second year costs \$4,042.50 with a 5% annual increase after that. With costs being competitive, the phasing out of NovusAgenda, and the basic CivicPlus option being insufficient, I am recommending that the City move to CivicClerk for its website agenda management solution.

Thank you,
Renee Eberly