



CITY OF FERNLEY

CITY COUNCIL AGENDA REPORT

Meeting Date: August 18, 2021

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| REPORT TO: | Mayor and City Council |
| REPORT THRU: | Daphne Hooper, City Manager |
| REPORT FROM: | Kim Swanson, City Clerk |
| REVIEWED BY: | Denise Lewis, City Treasurer |
| REVIEWED BY: | Brandi Jensen, City Attorney |

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| FINANCIAL IMPACT: Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> | CURRENTLY BUDGETED: Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> | FUND/ACCOUNT: CONTRACT SERVICES: 100-416-420 - \$11,330. CARES FUNDING 220-480-800 – \$7,191. |
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ACTION REQUESTED: Consent Ordinance Resolution Motion Receive/File

AGENDA ITEM: (For Possible Action):
Approval of the contract with CivicPlus for Agenda, Meeting and Media Management software subscription in an amount not to exceed \$18,521.00 utilizing the CARES Act funding.

Agenda Item Brief: This software will streamline the agenda and meeting management process.

Recommended Motion:
“I move to approve the contract with CivicPlus for Agenda, Meeting and Media Management software subscription in an amount not to exceed \$18,521.00 utilizing the CARES Act funding”

Business Impact (per NRS Chapter 237):

A Business Impact Statement is Attached.

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

The City Council could choose not to move forward with the suggested software.

BACKGROUND:

The city has utilized the “free” version of CivicPlus Agenda Center since 2016. The free version does not offer many features, and the quality of the agenda is poor. Overall, the system has performed fair, but there are a few glitches that are impossible to overcome.

The Shure (current) system is a great system to operate the audio in the council chambers, but it does not provide efficient meeting management. With this upgrade, the Clerk's office will be able to produce summary minutes that include all actions of the City Council the day after the meeting. CivicClerk offers an integrated approach to agendas, minutes, voting, agenda item displays, live streaming, and other useful meeting management tools.

Some of the benefits of CivicClerk include:

Board Portal - Gives council members a personal, secure location to review and take notes on all meeting content, including agendas, supporting documents, minutes, and media.

Full-Text Search Tool - Enables the user to locate past items, attachments, minutes, and agendas by searching a keyword or date range.

Cloud based system - Using their laptop, participants can attend meetings and vote from any location.

Social Media Subscriptions - Ability to post meeting content on social media platforms such as LinkedIn, Facebook and Twitter.

Citizen Portal - CivicClerk has a dedicated accessibility portal that gives citizens full access to the meeting content.

Post Meeting Actions and **Electronic Voting** are also included with the CivicClerk Software Package.

LEGAL IMPLICATIONS:

None

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS: