



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☒ Unfinished Business
- ☐ Citizen/Councilor Request
- ☐ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☒ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Presentation from Deputy Town Clerk on CivicPlus Software

ISSUE: CivicPlus is the current vendor responsible for management of the Town's website, agenda management, and Town Code site. The current software platform for CivicPlus will need to be updated due to the discontinuation of the current software platform. The Town will need to migrate information from the current sites by June of 2027 and renegotiate the CivicPlus contract that expires in March of 2027.

RECOMMENDATION: Migration of the Town's CivicPlus software items to a new platform to include the following Town items: Town website, Town agenda management, and Town Code management. CivicPlus is honoring the current contracted price while migrating to the updated software platform.

TIMING: The Town should migrate to the new CivicPlus software platform as soon as possible to maintain current function under the original contract and be allowed to experience the new software and make a decision what needs to be included in the new CivicPlus contract.

BACKGROUND: The Deputy Town Clerk is supplementing information presented by CivicPlus at the last Town Council Workshop meeting.

ENCLOSED DOCUMENTS:

STAFF/SPONSOR: Dianne Tanner, Deputy Town Clerk/Michael Campbell, Town Manager

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jack Hensley
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Danielle Ulmer
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)

FOR IN MEETING USE ONLY

MOTION:_____

Roll Call

SUMMARY:

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