



**STAFF REPORT**  
**5/14/2025**

**TO:** Honorable Mayor and City Council Members

**FROM:** Jason Stevens, IT Manager

**SUBJECT:** Authorize the service expansion for the cities Granicus Swagit video production, index and archiving subscription agreement.

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**STAFF RECOMMENDATION:**

Staff recommends that the City Council authorize the increased meeting quantity from the current amount of 50 meetings to 75 meetings for the city's existing Granicus Swagit video production, indexing and archiving service.

**BACKGROUND:**

The City of Coachella's currently utilizes Granicus Swagit video production system for its council, commission and other council chamber meetings. The previous contracted meeting level was as up to 50 meetings per year. Due to the recent addition of new meetings to the schedule the city will need to upgrade to the next level tier of up to 75 meetings.

**DISCUSSION/ANALYSIS:**

It is staff's recommendation to increase the cities subscription from 50 meetings to 75 meetings per year. The previous budgeted cost of Avior50 was 20,479.80. The new Avior75 subscription will be 32,846.35. This renewal is occurring at the end of April.

**ALTERNATIVES:**

1. Not authorize this purchase at this time and cancel any non-priority meetings in the council chamber until next budget cycle.

**FISCAL IMPACT:**

With this action, City Council authorizes the contractual agreement of Granicus Swagit Avior 75 meetings service with new annual fee of 32,846.35. There is no fiscal impact to the general fund.