



Town of Cortland

Agenda Request

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: JULY 1, 2026

FOR MEETING ON: JULY 13, 2026

DESCRIPTION/TITLE: QUOTE # Q-123987-1 TO CONVERT CIVICPLUS AGENDA AND MEETING MINUTES FROM ESSENTIAL TO SELECT USING PRO PREMIUM PACKAGE AND IMPLEMENTATION. THIS UPGRADE RELIEVES AN END-OF-LIFE TIMELINE FOR OUR CURRENT ESSENTIAL'S PROGRAM AS WELL AS ADDRESSING THE FEDERAL ADA LAWS. THE NEW COST AS OF JANUARY 1, 2027 WOULD BE \$5,300 FOR THE YEAR, INCREASED FROM THE CURRENT \$4,400.

REQUIRED ACTION: APPROVAL AND AUTHORIZATION FOR THE MAYOR TO SIGN THE STATEMENT OF WORK (SOW).

STAFF/COMMITTEE RECOMMENDATION: APPROVAL IS RECOMMENDED

STATEMENT OF CONCERN/SUMMARY:

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: Cheryl Aldis

Approved by:

Date

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