

City of Dalton



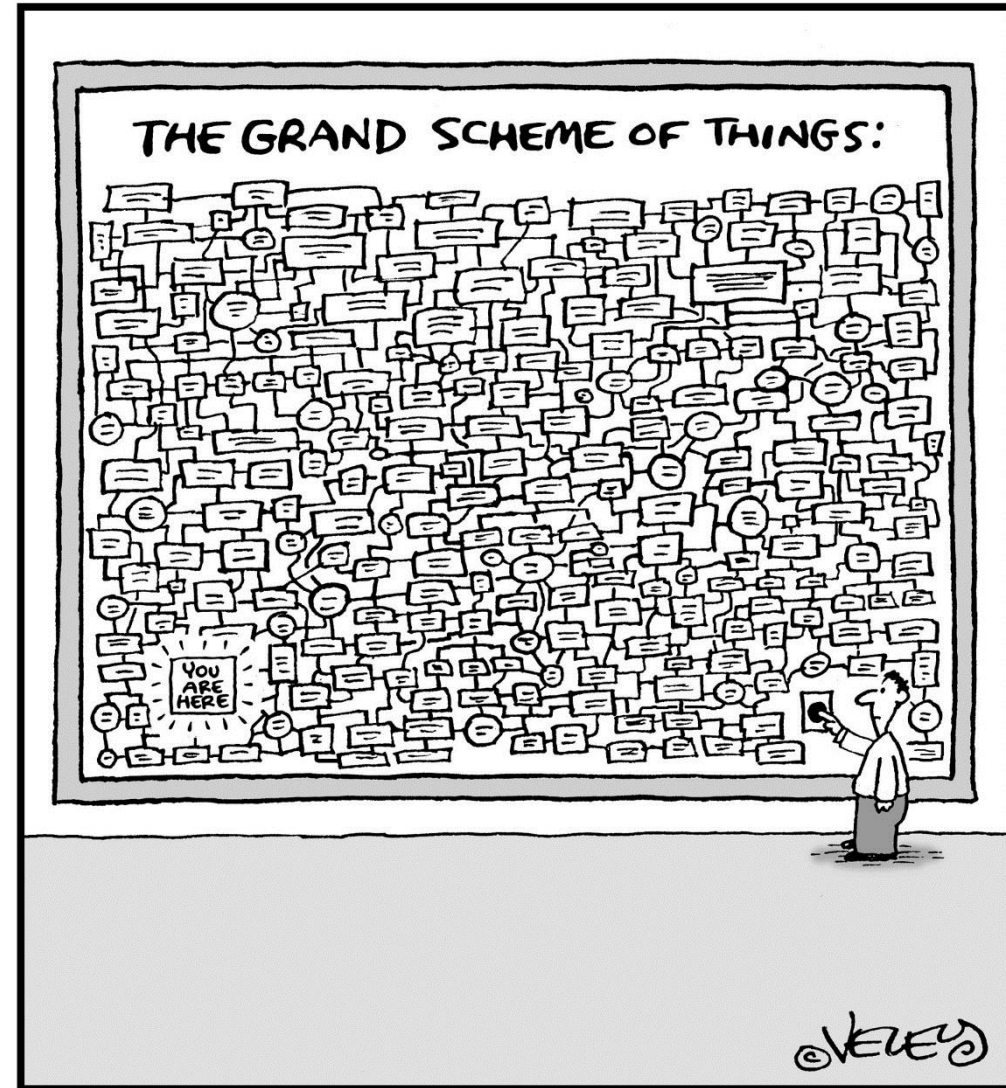
City Council Boards and Commission Agenda Process

- Multiple types of business items and types of documents
- Internal and external contributors
- Many agendas well over 100 pages
- Manual collection of documents and assembly of agenda
- Manual copy, distribution and delivery of packets
- 10MB+ files clogging-up emails



- Time-consuming
- Significant Labor, material and time expense
- Less transparency before meetings
- Lack of agility in timing

Problems



Solution

- Municode Meetings[®] Software
- Cloud-based, unlimited users, unlimited meeting types
- Upload agenda items directly from user desktop, or any other device
- All file types supported
- Agenda managers review and then publish agenda
- Simultaneous notification to internal and external stakeholders

- Net savings of approximately \$10K per year in staff time and materials
- Increased Transparency: opt-in to receive packet length
- Currently: Mayor and Council, Public Safety Commission
- January 2019: adding Pension Board
- One device used by all boards

Outcomes

[CLICK HERE](#) to subscribe to email notifications for newly available meeting documents.

Meeting	Date	Time	Venue	Agenda	Packet	Minutes
Mayor and Council Meeting	12/3/2018	6:00 PM	Dalton City Hall			
Mayor and Council Meeting	11/19/2018	6:00 PM	Dalton City Hall			
Special Called Mayor and Council Meeting	11/9/2018	12:15 PM	Dalton City Hall			
Mayor and Council Meeting	11/5/2018	6:00 PM	Dalton City Hall			