

	CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary	COUNCIL MEETING DATE: April 14, 2025
Requesting Agency (Initiator) Administration (IT Department)		Sponsor(s) V. Tran
Item Title:	Council to consider approval of a migration contract between Luminary Mediaworks and the City of Jonesboro, Georgia regarding archived records within the MinuteTraq portal.	
Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.) Requesting approval		
Requirement for Board Action (Cite specific Council policy, statute or code requirement.) Seeking approval		
Is this Item Goal Related? (If yes, please describe how this Action meets the specific Board Focus Area or Goal.) Yes.		
Summary and Background (First sentence includes Agency recommendation. Provide an executive summary of the Action that gives an overview of the relevant details for the item.) As of January 1, 2025 the City switch over to CivicPlus Agenda and Meeting software to manage our agendas and minutes. Therefore, the City needs to migrate all documents from MinuteTraq because MinuteTraq will be decommissioned in August 2025. It is necessary to migrate over to the new platform. There will be a one-time fee of \$4,500.00 and a monthly fee of \$200.00 to cover the cost of the domain and cloud storage.		
Fiscal Impact (Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)		
Exhibits Attached (Provide copies of originals, number exhibits consecutively.) None		
Staff Recommendation and Information: (Name, Title, Agency and Phone number.) Staff recommends approval. V. Tran , IT Department		

FOLLOW-UP APPROVAL ACTION (City Clerk)		
Typed Name and Title	Date	
Signature	City Clerk's Office	