



City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

TO: Mayor & City Council
FROM: Mike Greene – City Administrator
DATE: October 19, 2026
RE: Agenda/Meeting Management Software

Background Brief: The City currently utilizes CivicPlus for its internal agenda management software through the AAM Essential program. CivicPlus has notified the City that AAM Essential will no longer be hosted after the end of the current fiscal year.

CivicPlus has transitioned its agenda management platform to AAM Select, which will serve as the replacement for AAM Essential and provide continued functionality for the City's agenda preparation, management, and meeting workflows.

Based on the City's long-standing partnership with CivicPlus they will reduce our first-year costs by \$100 to \$5,300. Additionally, the annual escalator will be reduced from 5% to 3%. Staff recommend beginning the migration early to ensure uninterrupted service and provide City staff with adequate time to train, onboard, and become familiar with the new platform before AAM Essential is discontinued.

Additionally, AAM Select will provide an important accessibility enhancement by automatically remediating PDF documents to meet ADA and WCAG accessibility standards, helping the City improve the accessibility of its public documents while reducing the need for manual remediation.

NOTE: CivicPlus Platforms currently utilized by the City include: Agenda/Meeting Management, SeeClickFix, Social Media Archiving, and Municode Codification (digital ordinances).

Previous Action: 9/21/26 – City Council voted not to approve.

Economic Impact: At the request of Council, staff reached out to additional agenda management vendors, and below is a cost summary of the proposals received.

Vendor	Setup/Implementation	Year 1	Cost Over 5 Years
CivicPlus	\$0	\$5,300	\$28,138
Municipal One	\$2,500	\$5,000	\$27,500
Granicus*	\$5,751	\$4,500	\$28,251

*Does not include cost to migrate historical records. This would be an additional cost that was not available at the time of writing this memo.

While CivicPlus is not the lowest-cost option over a five (5) year period, the difference in total cost is relatively modest. Based on the proposals received, it would take approximately five years for the cumulative cost of CivicPlus to exceed the lowest-cost proposal, Municipal One. This provides the City with an opportunity to continue using an existing vendor while avoiding an immediate migration and implementation process of another. Prior to that point, the City will have the ability to conduct a full review of available agenda management technologies, pricing, and service offerings to determine whether a change in vendor is warranted.

Budgeted within 101-100-000-848-001.

Recommendation: It is my recommendation to approve the transition to AAM Select.

Recommended Motion:

Moved by Councilmember, _____ seconded by Councilmember _____, to approve the CivicPlus Statement of Work and transition to AAM Select for agenda/meeting management software.

Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member