



Solution Design

Corey Andrade, Account Executive
Tara Norback, Solution Consultant
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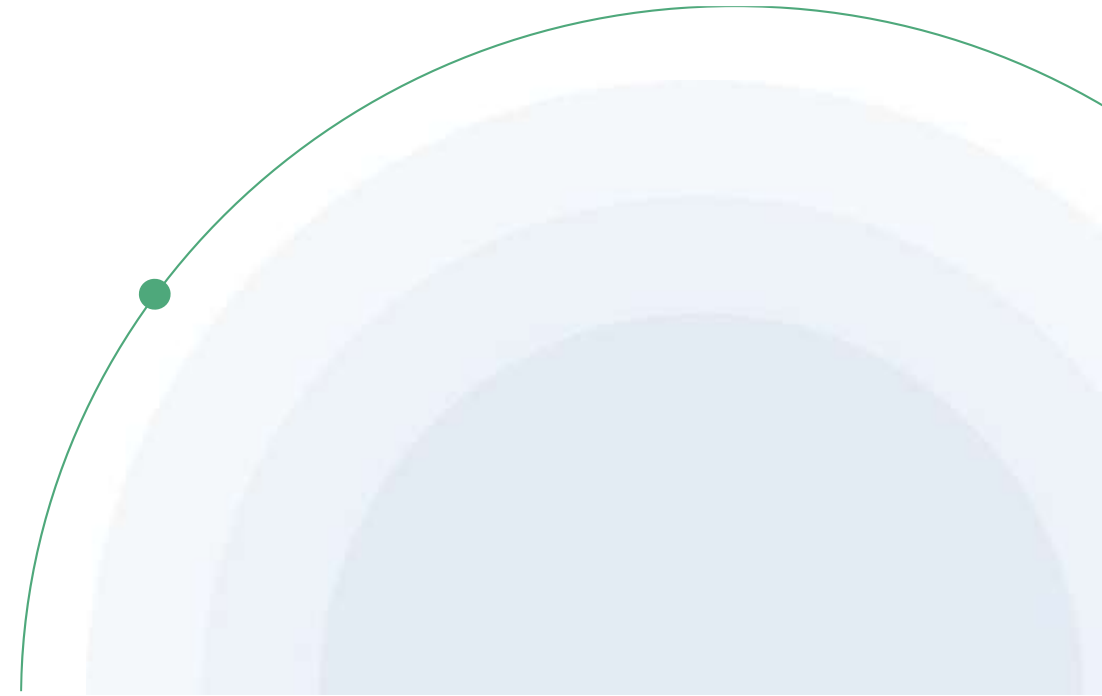


Overall, you wish you could:

- ü Focus on Citizen Experience
- ü Improve Search Functionality
- ü Enhance Security Settings
- ü Improve Board Management
- ü Incorporate Video Streaming with Agenda

Ideal State

Streamline processes to increase staff efficiency with improved workflows and legislative management that will enhance public engagement and transparency to improve the citizen experience.



Leadership Priorities Being Addressed | Lawrenceville, GA

Priorities

- **Transparent & Accessible Government / Community Engagement**

- **Efficient, Modern Service Delivery (Operational Excellence & Fiscal Stewardship)**

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- **Growth, Identity & Service Capacity**

- **Transparent & Accessible Government / Community Engagement**
- **Inclusive Access & ADA/Equity**

- **Digital Infrastructure & Smart Government (Broadband/Technology Enablement)**

Outcome

- **Easily find all meeting information in one location to make it easier for the public to access.**
- **Improved insight into board actions with indexed video streams**
- **Allow speaker sign-up and accept written comments on specified items.**

- **Utilize dynamic pre-meeting workflows that will fit the city's needs by adding items to the agenda after full review and approval.**
- **Include post-meeting workflows to ensure the item's life cycle are complete.**

- **Streamlined pre-meeting, in-meeting, and post-meeting processes to make staff's lives easier and produce a quality product for the board members and citizens.**
- **Easily schedule and modify recurring meetings**

Live-streamed and on-demand videos of public meetings for easy citizen access with automated transcriptions for ADA compliance and assist staff with minutes

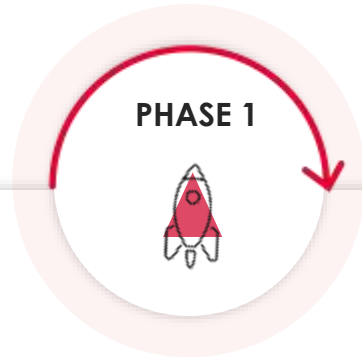
Streamline tracking of seats and appointment information including online applications to better engage with the citizens and simplify the processes for staff



Other Key Features

- ✓ Automation of Agenda Management
- ✓ Accessible Agendas and Minutes
- ✓ Language Translation
- ✓ Speaker Sign-up and Public Comments
- ✓ Increased security settings
- ✓ Ability for video integration

Sample Implementation Timeline: Swagit Avior



Kickoff & Discovery Weeks 1-3

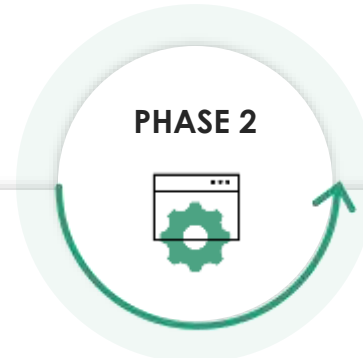
Project Manager Introduction
Weeks 1-2

Order/Assign Inventory
Weeks 2-3

Client Kickoff Call
Weeks 2-3

Schedule Installation
Weeks 2-3

Client Admin Creation
Weeks 2-3



Configuration & Testing Weeks 4-8

System Build
Week 4-5

System Configuration
Week 6

System Testing
Week 7

System Signoff
Week 8



Installation & Training Weeks 9-13

System Installation
Weeks 9-11

On-Site Training & Demo
Weeks 9-11

System Handoff to Video Dept.
Weeks 12-13



Go-Live Weeks 14-15

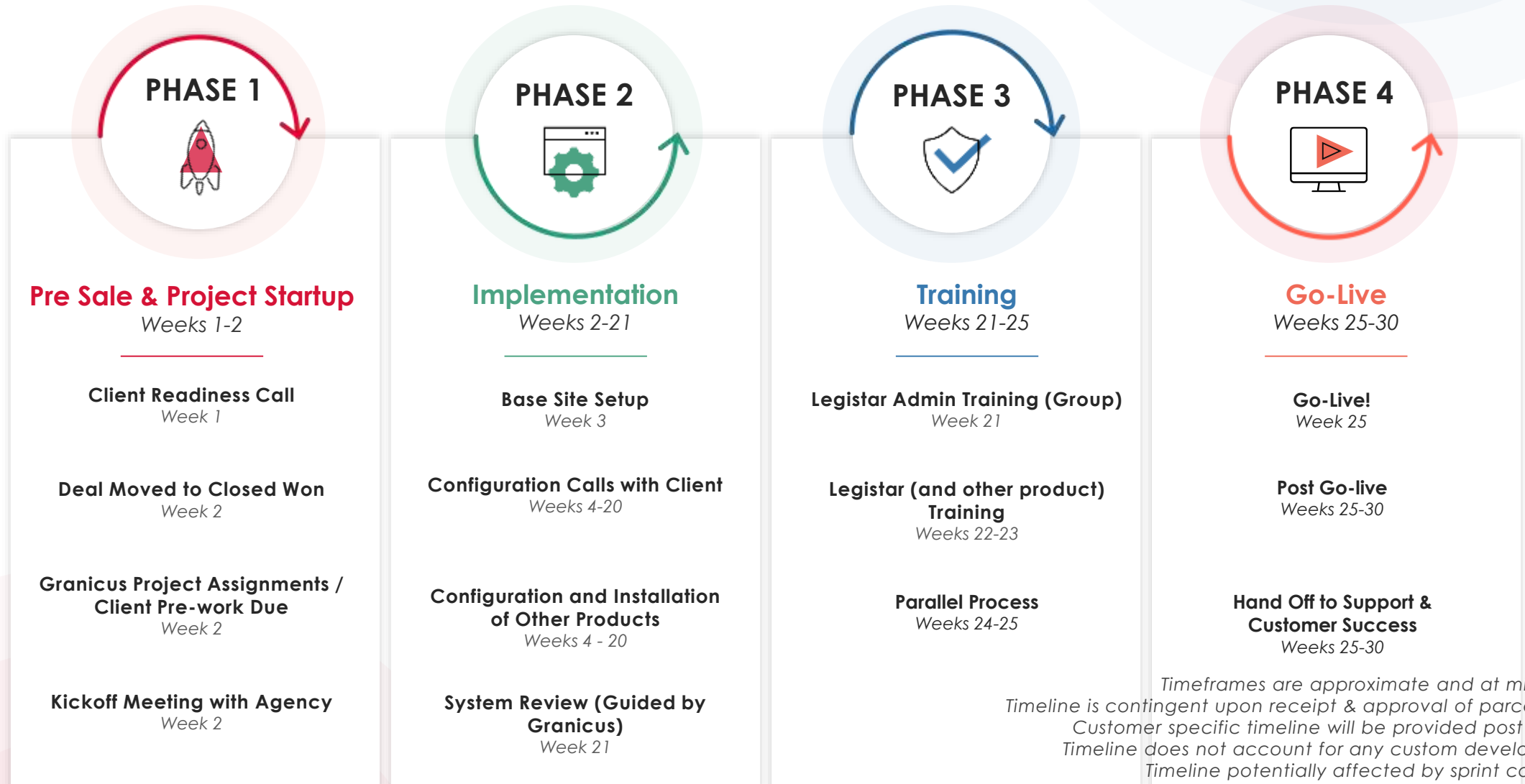
Go-Live!
Weeks 14-15

Post Go-live Check In
Weeks 14-15

Testing & Adjustments
Weeks 14-16

*Timeframes are approximate and at minimum
Timeline is contingent upon receipt & approval of parcel data
Customer specific timeline will be provided post kickoff
Timeline does not account for any custom development
Timeline potentially affected by sprint capacity*

Sample Implementation Timeline: Legistar





Thank You
