

Appleton, WI

Efficiency, openness, and savings with integrated digital government



This year, the City of Appleton, Wisconsin implemented the Granicus Legislative Management Suite, featuring Legistar, to run their agenda and minutes creation more efficiently. Appleton found that with this solution, integrated with other Granicus suites, they could be more transparent and accountable to their citizens by creating an online legislative research center for citizens, while saving staff time and money by streamlining their legislative workflow.

“Granicus has allowed us to streamline our agenda packet process to save staff time and promote sustainability with the reduction in copy paper, toner usage, and the elimination of typing verbatim minutes.”

- Char Peterson, City Clerk

Listed as one of the best places in America by Money Magazine, with a population of 73,150 residents, Appleton is the 6th largest municipality in Wisconsin. “As every other municipality can relate to, we face a continual need to adapt to the changing world around us so we can strategically plan for the long-term success of our organization and our community,” noted City Clerk Char Peterson.

Success Highlights

- Estimated \$9,000 in print cost savings in first five months
- Estimated \$10,000 savings per year via minutes automation
- Increased accountability and transparency within community
- Cloud storage with 24/7/365 data monitoring

Fast Facts

Agency Type: City

Population: 73,150

Solution:

Granicus Platform

Government Transparency Suite

Meeting Efficiency Suite

Legislative Management Suite

Agenda Workflow Automation & Efficiency

- Simplified agenda packet preparation
- Simplified amendments and revision process
- Automated agenda item approval workflow
- Ease of packet distribution
- Replaced verbatim minutes with meeting video

Before adopting the new system, creating agenda packets was paper and workflow intensive: Once printed, revision requests required clerks to edit, re-print, scan and save the agenda to a folder, and then publish it on the website. The clerks then had to print each attachment and saved it as a PDF.

With the Granicus system, the process is simplified. Appleton now can easily create new files for meeting agendas, automatically add them to the selected legislative body's upcoming meeting agenda, add attachments, electronically route agenda items for approvals, assemble complete agendas, and publish full packets to the web with a single digital system. The city can also index video live during the meeting, linking agenda items to the appropriate spots in the video.

Powerful Online Legislative Research

- Powerful full-field searching and filtering
- Searchable complete history of actions taken
- Hyperlinked data elements
- Attached supporting documents online

Adding and later accessing attachments to agendas is now as easy as one click. Rather than a process of printing, scanning, saving to PDF and compiling, attachments are added as hyperlinks for easy access.

Another huge benefit is the ability to search items with key words and metadata filters. Although Appleton has only been using the legislative management suite for five months, Char can already see the advantages of the system's search capability extending far into the future. Because the system tracks all data, staff and citizens can easily search any history of actions taken in committee and council meetings.

“The distribution of our packets is so much easier. It is published online with one simple click of a button.”

- Char Peterson, City Clerk

Using Legistar, Appleton can easily manage the entire legislative process from end-to-end. The solution has already helped Appleton reduce workloads and paper costs, which will help save them an estimated \$31,600 a year. Choosing the integrated system that Granicus provides means benefiting from the all-in-one process that includes legislative management, webstreaming, indexing and 24/7/365 storage and security.

Cost Savings

Monthly print costs	\$1,800.00
Monthly minutes efficiency	\$833.33
Total monthly savings	\$2,633.33

Total annual savings: \$31,600