

August 15, 2013 Safety & Licensing Committee

City Clerk Report:

1. The Deputy City Clerk position has been offered to a candidate but is pending the final steps. The name cannot be released at this time until the background check is completed and a start date worked out.
2. We continue the learning curve in working with our new Legistar Document Management System. Granicus notified us that on Friday, Aug. 9th they were releasing several product enhancements across the Granicus applications (i.e. Legistar, Media Manager, and LiveManager). These changes were rolled out Friday night after business hours. Some of the changes include new Media Manager Events, new Help Center, legislative management feature improvements, Events transition guide, using the new Help Center guide and Legistar and LiveManager integration improvements guide.

Following this upgrade, this week we have been experiencing some data quality issues and as I am writing this report the following four Granicus cases are open:

- 1) Case #125110 - File ID issue with three files recommended for denial. Two of the three files did not carry forward when the Council agenda was generated.
 - 2) Case #124957 – votes on Council agenda defaulting to “absent” instead of “excused” when an alderperson should be excused.
 - 3) Case #124961 – consent vote selection for completing Council minutes not working correctly when multiple files are approved together.
 - 4) Case #125694 – Vote Cast System call speaker button not working all the time during Council meeting; amendments not showing up on screen all the time
3. Next week Tuesday, Aug 20th is the Special Election to fill the vacated seat for Aldermanic District 1. We continue the preparation work including printing the poll books and election day forms. The deadline to vote absentee and/or register to vote in the Clerk’s office is tomorrow, Friday, Aug. 16th at 5:00 p.m.

Respectfully submitted,

Char Peterson, CMC/WCMC
City Clerk