PRIME GOV

Public Portal Upgrade

Overview of Features

Introduction

This document outlines the features available in our recent public portal upgrade

These updates will enhance the overall experience of the public and help them to navigate and locate the required information quickly

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Main Portal Page

The main portal page is available on the initial load of the page, https://*cityname*.primegov.com/public/portal

This page contains a list of upcoming meetings and archived meetings, with options to view documents and interact with meeting. It also contains access to the search portion of the portal

Options for embedding the portal in the current site and for providing a view of meetings for a specific committee only are also available

TextSearch

Search

Advanced Search +

Current & Upcoming Meetings

View All Committees

Meeting Title	Date/Time	Documents	Options
City Council Regular Meeting LIVE	Jul 22, 2020 12:00 PM	Interactive Agenda Packet	
Housing Authority	Jul 27, 2020 12:00 PM	Interactive Agenda Packet	
City Council Regular Meeting	Jul 28, 2020 12:00 PM	Interactive Agenda Packet	
Administration & Budget Committee (ABC)	Jul 31, 2020 06:15 PM	Interactive Agenda Full Agenda Packet	

Show 5 Entries

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Showing 1 to 4 of 4 Entries

Archived Meetings

Committees Search

- Board of Directors Meeting
- Board of Parks and Recreation
- Board or Commission
- City Council
- City Council Work Session
- Civil Service Commission

2020 2019 2018 2017 2016 2015 2014 2013 2012 2011

Meeting Title	Date/Time	Documents	Video
Finance Committee	Jul 21, 2020 07:00 AM	Interactive Agenda Minutes	
City Council Work Session	Jul 20, 2020 10:00 AM	Interactive Agenda Agenda	
Housing Authority	Jul 17, 2020 10:00 AM	Interactive Agenda Agenda	
Planning Commission	Jul 15, 2020 01:45 PM	Interactive Agenda Agenda	

Current and Upcoming Meetings

All meetings set for today and into the future will appear here. Meetings are sorted by date, with the earliest meeting appearing on top.

Meetings can be filtered by Committee or by date to help locate your relevant meeting

Information displayed here is:

- Meeting Title – The title entered for the meeting
  - Coming soon – Where the meeting has been set to live within Meeting Viewer, a live icon will appear beside the meeting title to inform the public member that this meeting is currently in progress
  - Coming soon – Where a meeting is currently streaming live, a link to the live stream video will be available
- Meeting Date and Time
- Documents – All available documents for the meeting will be displayed here
  - Where there are more documents available than can be listed within the space available, the ellipsis icon appears and can be selected to access additional documents
- Options:
  - Request to Speak – appears based on meeting settings, select here to view content in Freshdesk
  - Add Public Comment – appears based on meting settings, select here to view content in Freshdesk
  - Link to Zoom meeting – a direct link to the Zoom meeting where the meeting is configured with Zoom
  - Coming soon - Link to video

Current & Upcoming Meetings

View All Committees

Meeting Title	Date/Time	Documents	Options
City Council Regular Meeting LIVE	Jul 22, 2020 12:00 PM	Interactive Agenda Packet	
Housing Authority	Jul 27, 2020 12:00 PM	Interactive Agenda Packet	
City Council Regular Meeting	Jul 28, 2020 12:00 PM	Interactive Agenda Packet	
Administration & Budget Committee (ABC)	Jul 31, 2020 06:15 PM	Interactive Agenda Full Agenda Packet	

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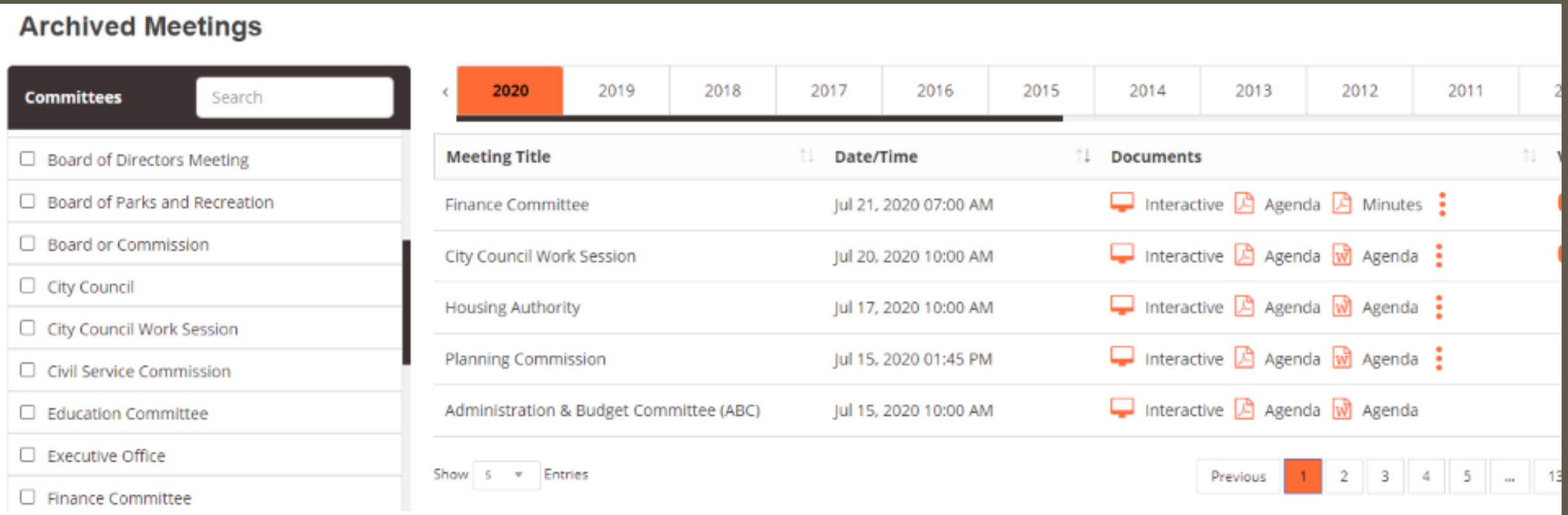
Archived Meetings

All meetings that occurred in the past will appear in this list. Meetings are divided by year to help locate the relevant meeting quickly and easily

- Two different views are provided for Archived Meetings
  - Filter View - recommended where there are a larger number of Committees displayed on the portal. All Committees appear under the selected year and can be filtered by one or more Committee
  - Accordion View – recommended to be used only where there are a smaller number of Committees displayed on the portal. Each Committee appears in a separate area that can be expanded/collapsed

Information displayed here is:

- Meeting Title – The title entered for the meeting
- Meeting Date and Time
- Documents – All available documents for the meeting will be displayed here
  - Where there are more documents available than can be listed within the space available, the ellipsis icon appears and can be selected to access additional documents
- Video link - Where there is a video associated with the meeting, a link to the video will be provided here


Archived Meetings
Committees
Search
Board of Directors Meeting
Board of Parks and Recreation
Board or Commission
City Council
City Council Work Session
Civil Service Commission
Education Committee
Executive Office
Finance Committee
2020
2019
2018
2017
2016
2015
2014
2013
2012
2011
Meeting Title
Date/Time
Documents
Finance Committee
Jul 21, 2020 07:00 AM
Interactive
Agenda
Minutes
City Council Work Session
Jul 20, 2020 10:00 AM
Interactive
Agenda
Agenda
Housing Authority
Jul 17, 2020 10:00 AM
Interactive
Agenda
Agenda
Planning Commission
Jul 15, 2020 01:45 PM
Interactive
Agenda
Agenda
Administration & Budget Committee (ABC)
Jul 15, 2020 10:00 AM
Interactive
Agenda
Agenda
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5
Entries
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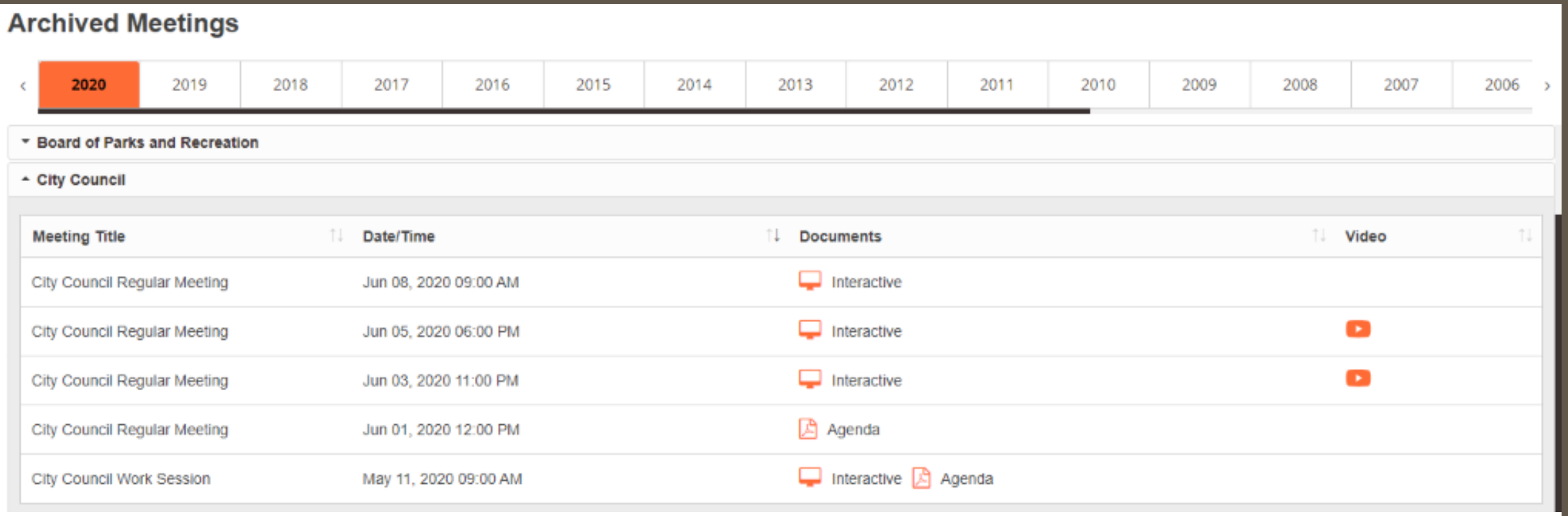
3
4
5
...

Filter View



Accordion View

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Document Search is still available

Document Search

Meetings and items can be searched from the portal, using text search or advanced search options

Search results are displayed per meeting, each meeting can be expanded/collapsed to display search hit details – displaying as either item or document hits

All options for the meeting that are available in the ‘Current & Upcoming Meetings’ are also available in the search results

TextSearch

Advanced Search −

Committees

Committee Name

Date Start

Date Start

Date End

Date Start

Meeting Type

Meeting Type

Item Type

Item

Item Title

Item Title

Tracking Number

Tracking Number

Sponsor

Sponsor

Search | Clear Filters

Meeting Title	Date	Documents	Options
Administration & Budget Committee (ABC)	Jul 31, 2020 06:15 PM	Interactive Agenda Full Agenda Packet Full Agenda Packet	
City Council Regular Meeting	Jul 28, 2020 12:00 PM	Interactive Agenda Packet	

Type	Title	Highlights	Options
	City Attorney - Joel Dodson	City Attorney - Joel Dodson	
	City Manager - Marcia Hampton	City Manager - Marcia Hampton	
	Chief Assistant City Attorney - Suzan Littlefield	Chief Assistant City Attorney - Suzan Littlefield	
	Adopt an ordinance to amend the City of Douglasville's Fiscal Year 2019-2020 SPLOST Fund Budget.Item #20-025 - Pdf	Adopt an ordinance to amend the City of Douglasville's Fiscal Year 2019-2020 SPLOST Fund Budget.Item #20-025 - Pdf	
	Reappoint Mr. Phil Sisk to the City of Douglasville Urban Redevelopment Agency for a term expiring January 3, 2022. Economic Development Committee - Chairman Terry MillerItem #19-333 - Pdf	Phil Sisk to the City of Douglasville Urban Redevelopment Agency for a term expiring January 3, 2022.	

Show 5 Entries

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City Council Regular Meeting	Jul 22, 2020 12:00 PM	Interactive Agenda Packet	

Type	Title	Highlights	Options
	Agenda	Minutes text text City Council ii. 1. Approve payroll vouchers City Council iii. 1. Claim Vouchers: City Council Committee: City Council City Council Date: July 22 2020 meeting.datetime: 7/22/2020 12:00:00 PM format "MMMM d yyyy". July 22 2020 yyyy h:mm tt: 2020 12:00 PM iv. 1. Luke Test item City Council B ACTIVE AGENDA: ITEMS FROM COUNCIL MEMBER: 1. Testing ITEMS FROM CITY MANAGER AND DEPARTMENT HEADS ADJOURN Committee: City Council City Council Date: July 22 2020	
	Packet	Appearances is the time set aside for members of the public to speak to the City Council about any issues of concern. Minutes text text City Council 2. Approve payroll vouchers City Council 3. Claim Vouchers: City Council 4. Luke Test item City Council ACTIVE AGENDA: ITEMS FROM COUNCIL MEMBER: 1.	

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Thank You