



## OVERVIEW

As the head of a "department of one," Jamie Gray had little manpower to spare when it came to waiting on approvers for agenda legislation. By implementing Peak Agenda Management, she was able to cut that wait time drastically by gaining full visibility into where each piece of legislation was.

## POPULATION

7,994



*"I would not be able to do all that I do alone without the Granicus features."*

-Jamie Gray, Town Clerk,  
Town of Mammoth Lakes, Calif.

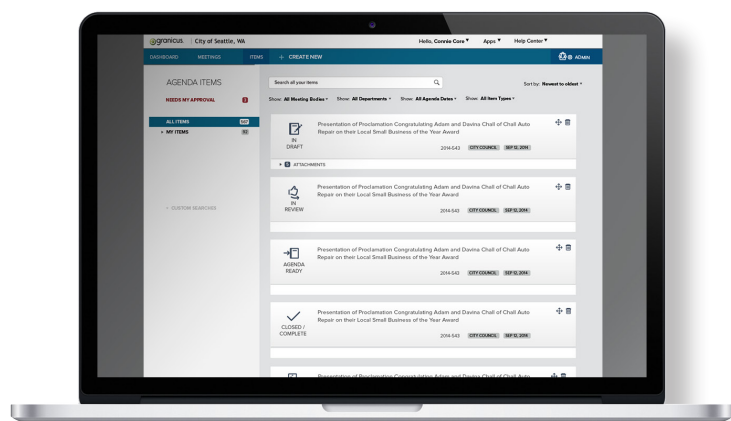
## MAMMOTH LAKES CUTS APPROVAL TIME USING PEAK

### SITUATION

#### Multiple Drafts Cause Chaos and Confusion

Jamie Gray had worked for the Town of Mammoth Lakes, Calif., for about 10 years when she became the Town's sole clerk seven years ago. In fact, she operates the entire clerk's office all by herself. Even for a smaller town, it is still a big job, as she still has all the same duties as clerks in major cities. Some of her tasks include managing the Town Council, the Recreation and Planning Commissions, and handling all public records requests, on top of her day-to-day duties.

When it came time to prepare agendas for Town Council meetings, the process Gray inherited from the previous clerk was anything but easy. "It was pretty cumbersome and just involved me harassing people, walking around from desk to desk to see if agenda items had been approved," Gray says of her agenda management process prior to the implementation of Peak Agenda Management. This process often also led to having multiple copies of the same legislation, most of which had changes made by various approvers. She would then have to gather all known copies of each document, merge all the changes manually, and try to make sure she had every single person's changes, which she sometimes didn't. "It was really inefficient," she says of the entire process.



Manage agenda workflows easily from one simple dashboard

## SOLUTIONS

### PEAK AGENDA MANAGEMENT

(Active since 2016)

### iLEGISLATE

(Active since 2016)

### GRANICUS VIDEO

(Active since 2012)

### GRANICUS MINUTES

(Active since 2011)

### eCOMMENT

(Active since 2009)

## METRICS

### MANAGES

AGENDAS MORE  
EASILY

### DOUBLES

THE CAPACITY OF  
A ONE-PERSON

### AUTOMATES

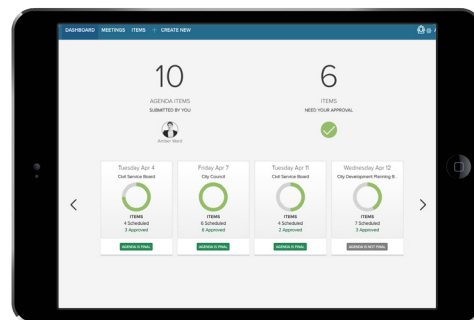
PROCESSES WITH THE  
CLICK OF A BUTTON

## SOLUTION

### A Commitment to Transparency Leads to More Efficiency

As the head of her department, Jamie knew that she would have to have an automated agenda solution eventually. She explored the option of Legistar from Granicus, but found it to be more than her department needed. However, when she learned about Peak, an out-of-the-box agenda management solution that's perfect for smaller populations, she approached the Town Manager, who approved it on the spot.

Now Gray easily manages the process of having 10 different approvers, because she can see exactly where documents are in Peak. Furthermore, she always has access to the most recently updated version, so the wrong version of any given item is never placed in the final agenda. "It's improved our process a lot," says Gray.



**DASHBOARD** Quickly access information tailored to your responsibilities and view latest comments via the timeline on agenda information

## RESULTS

### Agenda Management - Simplified

Mammoth Lakes has been able to double the capacity of their one-person team, which means less time spent on agenda management and more time spent on customer service and other special projects.

## ABOUT GRANICUS

Granicus provides technology that empowers government organizations to create better lives for the people they serve. By offering the industry's leading cloud-based solutions for communications, meeting and agenda management, and digital services to over 3,000 public sector organizations, Granicus helps turn government missions into quantifiable realities. Granicus products connect over 150 million people, creating a powerful network to enhance citizen engagement. By optimizing decision-making processes, Granicus strives to help government see better outcomes and a greater impact for the citizens they serve. For more information on Granicus, visit [granicus.com](http://granicus.com).