To: Linda Gorton, Mayor
Urban County Council

From: Stacey Dimon, Information Office Supervisor
Division of Government Communications

Date: Aug. 14, 2026

Subject: PhotoShelter upgrade

Request: Authorization to upgrade our current PhotoShelter subscription by $4,500 for a total of $9,815 per year. The upgrade from the Basic plan to the Enterprise level will add new alt text capabilities, AI functionality, and significant accessibility compliance benefits.

Background
PhotoShelter is a cloud-based digital asset management and content distribution platform used by divisions from across government. PhotoShelter allows us to store, manage, organize and distribute high-quality visual content, including photos, graphics and videos used on the website, social media, newsletters, flyers, presentations and other marketing materials.

The agreement term is 12 months.

The cost of the increase is $4,500. Funds will be taken from Government Communications accounts (Public Information and Lex TV).

1101 – 160301 – 0001 – 75101 ($2,250)
1101 – 160303 – 0001 – 75101 ($2,250)

Director/Commissioner: Dimon/Brown