

**MINUTES
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. RON SILKAITIS, CHAIR
TUESDAY, SEPTEMBER 7, 2021**

1. Call to Order

The meeting was called to order by Chairman Silkaitis at 7:20 pm.

2. Roll Call

Present: Ald. Bancroft, Ald. Lencioni, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Balla, Ald. Payleitner, Ald. Bongard

Absent: Weber

3. Omnibus Vote

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

4. Information Systems

- a. Recommendation to Approve an Extension to a Utility Billing Software Support and Development Agreement for \$76,800

There is a team evaluating the replacement of the current utility billing software. However, while it's still in use, it's essential to secure outside resources for support. In the fall of 2016, the City selected RTI to provide that support. Since then, RTI has assumed level 1 support and understands the customized software. RTI has experience assisting customers with data migration to modern software platforms. The City expects that RTI will help with data migration when implementing our new software.

Ald. Payleitner asked when the new software will be implemented; Penny stated it's scheduled for 2021/2022.

Ald. Wirball asked what is meant by mitigated risk, as mentioned in the Executive Summary; Penny explained the current software is very old/inflexible and she is the only person on staff that can troubleshoot and make development changes. Ald. Wirball asked the age of the software; Penny informed the Council that the software was developed in the 1970's.

Ald. Balla asked what has been budgeted for the new software; Penny answered \$670,000.

Ald. Bessner asked if the goal is still to update to new systems that will communicate better; Penny agreed and explained that the Utility Billing software replacement is the first piece of the

overall plan. The Selection Team was put in place to make sure everything works well together. The project will be done in phases and will take approximately 4-years.

Ald. Wirball asked if it's implemented sooner than the projected 2-years would there be a prorated refund. Penny explained that the City pays monthly and would give a 60-day notice to end the contract.

Ald. Balla asked if fees are included in the implementation. Penny noted that implementation is separate; this is for support of the current software.

Motion by Ald. Lencioni, second by Ald. Payleitner to Recommend the approval of an Extension to a Utility Billing Software Support and Development Agreement for \$76,800

Roll Call: Ayes: Ald. Bancroft; Ald. Lencioni; Ald. Pietryla; Ald. Wirball; Ald. Bessner; Ald. Balla; Ald. Payleitner; Ald. Bongard; Nays: None; Chairman Silkaitis did not vote as Chair.

Motion Carried.

5. Additional Items from Mayor, Council, Staff, or Citizens.

6. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

7. Adjournment

Motion by Ald. Lencioni, second by Ald. Bancroft to adjourn the meeting at 7:27 pm.

Voice Vote: Ayes: Unanimous; Nays: None; Chairman Silkaitis did not vote as Chair.

Motion Carried.

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