



## Minutes

### Civic Information Systems Commission

March 9, 2016

7 to 9 p.m.

Village Hall – Room 215

1. Call to Order
2. Roll Call
  - a. Present: Commission Members David Gulbransen, Beth Bannor, and David Baker
  - b. Village Liaisons: David Powers and Alvin Nepomuceno
  - c. Craig Lesner, Village CFO and
  - d. Absent: Blagica Botigliero, Bryan Boehm
  - e. Prospective Commissioners: Brent Kolasinski
3. Agenda Approval
  - a. Agenda was approved
4. Review/Approval of Minutes
  - a. February Meeting minutes were approved
5. Welcome and Introductions
6. Old Business
  - a. Comcast contract still in discussions
    - i. No update
  - b. Communications Assistant/Social Media Coordinator
  - c. David Powers currently interviewing candidates
  - d. Community Fiber
    - i. Google Fiber
      1. Moved to April meeting
    - ii. Ting
      1. Good satisfaction reports
      2. Currently in three markets
      3. Three service levels (\$89/mo., \$139/mo. Business, \$19.95/mo. Basic)
    - iii. AT&T
      1. No info from AT&T; only Des Plaines responded
      2. No fruitful information; further research not worth pursuing
    - iv. Next Century Cities
      1. Helps individual cities connect to resources all over the country, so therefore it is specific to the city and pretty hard to quantify.



2. Supports cities and leaders as they seek to ensure that all have access to affordable, reliable, fast internet.
  3. Give all members the benefit of the experience of other members/cities on topics such as marketing, funding, dig once, telling the story, etc.
  4. They have events, monthly calls, regular updates, opportunities to learn and share.
  5. Equip cities with toolkits, best practices, sample RFIs and policies.
  6. There is no cost to join
  7. Closest member cities: Madison, WI; Fort Wayne, IN; Champaign, IL and St. Louis, MO
- v. Chattanooga
1. Moved to April Meeting

## 7. New Business

- a. Review of Enterprise Resource Planning (ERP) Project for OP presentation – multi-level financial system – prepackaged with bridges
  - i. Objective for project
  - ii. Must have Systems Overview
    1. General ledger
    2. Accounts payable
    3. Hr/payroll
    4. Reporting
    5. Utility billing
    6. Accounts receivable
    7. Purchasing
    8. Budgeting
    9. Cashiering
  - iii. History of project & past systems
  - iv. History of current systems
  - v. Plans for going forward – RFP for new system
    1. Resulted in 4 bids, 3 serious
    2. In the process of getting demonstrations from all 3 companies.
    3. Very focused on making it easy for everyone to use the system & implementation
    4. Try and narrow down to 2 companies and plan site visits
    5. Can implement in phases by going live with individual modules
    6. Needs to be flexible with reporting
  - vi. Questions by our committee
    1. Is there enough time in the timeline and approval process
    2. Customer service is crucial
    3. SASS vs. Local
    4. If SASS, can the system decouple if the connection is down
    5. Release schedule
    6. Bandwidth issues on a hosted solution
  - vii. What does the finance team (?) need from this committee?
    1. Help demonstrating that this project is a good thing and should be supported



2. How to market to citizens and the board
  3. Show how a new system would make things easier and produce productivity gains
- viii. CFO will return to present findings after selection demos are completed

8. Public Comment

9. Adjourn

Next Scheduled Meeting: April 14, 2016