



Department of Information Technology

City Hall Suite 213, 730 Maine Street, Quincy, IL 62301

Telephone: 217-221-3675 Email: itdept@quincyl.gov

Technology Committee Meeting Minutes

April 28, 2025

The March meeting of the Technology Committee was held Monday, April 28, 2025 at 5:30 PM in the 2nd Floor Conference Room, Room 209, Quincy City Hall.

The meeting was called to order at 5:31 PM by Councilperson Ben Uzelac.

Roll Call

- In Attendance:** Councilperson Ben Uzelac, Councilperson Glen Ebbing, Councilperson Jake Reed, and Daniel Ware.
- Absent:** None
- Resigned:** Jason Hetzler
- Others Present:** Mayor Mike Troup, Mayor-elect Linda Moore, City Clerk Laura Oakman, Megan Hummelsheim (IT staff), Jordan Gutierrez (IT staff), Fire Chief Steve Salrin, Comptroller Sheri Ray, HR Director Kelly Japcon, Mary Griffith (WTAD).

Agenda Item: Approval of Minutes

- The minutes of the March 10, 2025 Technology Committee meetings were approved on a motion by Councilperson Reed, seconded by Councilperson Ebbing, and passed by a voice vote.

Agenda Item: Public Comment

- There were no members of the public present to speak during the Public Comment period.

Agenda Item: IT Department Updates

- Website Redesign and Peak Agenda Management Projects: Laura, Jordan, and Megan provided Committee with an update on the website redesign and agenda management/live streaming projects. Discussed June 1st as a tentative go-live for both projects. Discussed change in Granicus project management on both projects. Mayor Troup inquired about the possibility of beginning the website live streaming at the start of the fiscal year instead of waiting until Peak goes live; staff agreed that this was possible, with a goal to start live streaming with the May 1st Sine Die meeting.
- Tyler ERP Implementation Project: Megan provided Committee with an update on the Tyler ERP implementation. Notified the committee that the HRM implementation is on hold indefinitely based on staff turnover in the Comptroller's Office. Notified the committee that a decision to postpone the Finance implementation had also been reached. Mayor Troup interjected that a decision had been made to put the entire project on hold until contract terms could be renegotiated with Tyler so that the city would not be responsible for continued payment of applications that have not yet been installed and configured. Councilperson Uzelac expressed frustration with this implementation, stating that no one particular person or department was to blame for this delay, but that an



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indefinite delay to the project may not be in the City's best interest either. Mayor Troup mentioned options that may help restart this project that would be discussed later in the meeting.

- **Miscellaneous Projects:** Megan provided Committee with information on the following miscellaneous projects:
 - SecureAccess Administrator training and proposed changes and upgrades to the VPN to provide stability for QPD.
 - PC purchase to phase out the virtual desktop environment to provide stability for all City departments.
 - Switch replacement, including discussion of who on staff is capable of programming the switches in the absence of a dedicated network staff member.

Agenda Item: Resolution authorizing the annual software services contract with CentralSquare Technologies, Inc. for the City's existing enterprise-wide financial and utility billing software.

- **Discussion:** Megan provided Committee with information on funding split between IT Department, and Water and Sewer Departments.
- **Action:** Councilperson Ebbing moved to approve the resolution and send to City Council, seconded by Councilperson Reed, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.

Agenda Item: Resolution authorizing the annual software services contract with Smartsheet Inc.

- **Discussion:** Megan informed Committee that renewal quote has not yet been received by the IT Department, but has been requested and receipt is imminent. Discussed widespread use throughout the City, including Quincy Police Department, Central Services, Purchasing, and Human Resources. Discussed funding split between IT Department and other departments who rely heavily on the software.

Councilperson Reed asked for clarification on what type of product Smartsheet is, and Councilperson Uzelac and Megan provided information on what Smartsheet is utilized for across the City. Mayor-elect Moore also provided information on additional uses in other various departments.

- **Action:** Councilperson Ebbing moved to approve the resolution and send to City Council, seconded by Councilperson Reed, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.



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Agenda Item: Resolution authorizing the annual maintenance renewal contract with SecureData Technologies, Inc. for the Checkpoint firewall appliances.

- Discussion: Megan provided Committee with brief background on CheckPoint firewalls, noting that the firewalls were finally fully implemented during the past fiscal year, and underscoring the importance of this renewal as these server as the City's primary firewall appliances.
- Action: Councilperson Reed moved to approve the resolution and send to City Council, seconded by Councilperson Ebbing, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.

Agenda Item: Resolution authorizing the annual maintenance contract renewal with SHI International Corp. for Barracuda Networks email security and archival services.

- Discussion: Megan provided Committee with background on services provided to the City by Barracuda, including email archiving, spam email filtering, account impersonation detection, and other critical email security services. Informed Committee that the current renewal covers an upgrade to the Barracuda Premium Plus plan, which includes all services previously provided to the City at a lower price.

Councilperson Uzelac commented on noticeable decrease in spam emails since the City began utilizing these services.

- Action: Councilperson Ebbing moved to approve the resolution and send to City Council, seconded by Councilperson Reed, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.

Agenda Item: Resolution authorizing the annual maintenance contract renewal with SHI International Corp. for the HPE Nimble hardware.

- Discussion: Megan informed Committee that this is a new expense that was received after the Department's budget was submitted and approved. Provided Committee with information on the HPE Nimble storage arrays, highlighting that the storage array covered by the current maintenance contract is the primary storage array for the City's virtual server and desktop environment. Discussed work the department has done to assess the virtual environment to identify ways to consolidate down to one or two storage arrays since all three storage arrays will be coming out of maintenance during the next fiscal year.
- Action: Councilperson Reed moved to approve the resolution and send to City Council, seconded by Councilperson Ebbing, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.



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Agenda Item: Resolution authorizing the purchase of network equipment from SHI International Corp. in the amount of \$10,995.17 for the City Hall 1st Floor Renovation Project.

- Discussion: Megan provided Committee with information regarding proposed purchase. Mayor-elect Moore inquired if any of this expense was included in the money earmarked for the new cameras; Mayor Troup and Megan informed Committee that this expense was not included in the monies approved for the camera project or the renovation project. Mayor Troup inquired what else would be needed for this project, and there was discussion regarding staff's ability to program these switches.
- Action: Councilperson Ebbing moved to approve the resolution and send to City Council, seconded by Councilperson Reed, with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.

Agenda Item: Resolution authorizing the annual software and subscription services contracts with Tyler Technologies for the City's new enterprise-wide resource planning system.

- Discussion: Megan informed Committee that the IT Department utilizes Tyler Detect for additional cybersecurity monitoring services, and has done so since before the ERP contract was signed, and provided examples of the types of notifications that are received from Tyler Detect.
- Action: Councilperson Reed moved to amend the resolution to approve payment of only the Tyler Detect renewal at a cost of \$9,845.60, seconded by Councilperson Ebbing, and passed by a voice vote. Councilperson Reed moved to send the amended resolution to City Council, seconded by Councilperson Ebbing with the following vote: Ayes – Councilperson Uzelac, Councilperson Reed, Councilperson Ebbing, Daniel Ware (4). Nays – None (0). Absent – None (0). Resigned – Jason Hetzler (1). Motion passed.

Agenda Item: Interim Director Action

- Discussion: Mayor Troup discussed Anders proposal that was forwarded to Committee, as well as a second proposal from a different company that had not yet been received, and update on status of posted position.

Councilperson Uzelac requested that the IT Department staff be allowed to review any proposals prior to being accepted, and allowed to provide their feedback.

- Action: No action needed at this time.



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Agenda Item: Old Business

- Resolution authorizing approval of a 5-year contract with Granicus for the Government Experience Service Cloud Essentials platform for annual subscription fees was tabled for one month at the Match 10, 2025 Technology Committee meeting by Councilperson Reed
 - Discussion: Megan informed Committee that she had spoken with Granicus, and they stated that they were unable to negotiate any further because they had already decreased the City's annual subscription fee that was paid in December 2024, and used that as the basis of the contract being offered.
 - Mayor-elect Moore asked if delay in signing a contract will stall any in-progress projects with Granicus; Megan informed Committee that both projects will move forward without delay, as approval of this contract is only to secure annual pricing for a set period, and that the City is already paid up until December 2025.
 - Action: Councilperson Reed moved to table this resolution until the July 2025 Technology Committee, seconded by Councilperson Ebbing, and passed by a voice vote.

Agenda Item: Late Additions

- There were no late additions to the agenda.

Agenda Item: Adjournment

- The meeting was adjourned at 6:19 PM on a motion by Councilperson Ebbing, seconded by Councilperson Reed, and passed by a voice vote.