

MINUTES
Meeting of the Finance Committee
July 23, 2019 - 6:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: D. Galante, Chairman
C. Berg, Village Trustee
M. Mueller, Village Trustee

Members Absent: None

Other Board Members Present: None

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
B. Bettenhausen, Village Treasurer
P. Connelly, Village Attorney
K. Clarke, Community Development Director
D. Framke, Marketing Director
L. Godette, Deputy Village Clerk
L. Carollo, Committee/Commission Secretary

Item #1 - The meeting of the Finance Committee was called to order at 7:28 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL FINANCE COMMITTEE MEETING HELD ON JUNE 24, 2019 – Motion was made by Chairman Galante, seconded by Trustee Mueller, to approve the minutes of the Special Finance Committee meeting held on June 24, 2019. Vote by voice call. Chairman Galante declared the motion carried.

Item #3 – REVIEW JUNE 2019 FINANCIAL REPORT - Brad Bettenhausen, Village Treasurer presented a revenues update for June 2019 - Fiscal Year 2020, Month 2. A summary status of revenues for Sales Tax, Home Rule Sales Tax, Use Tax, Income Tax, Property Tax, Video Gaming and Motor Fuel Taxes was the subject of the report.

In response to Chairman Galante's question, Mr. Bettenhausen stated reports reflect gross Hotel Tax revenue. Additionally, the Water and Sewer Fund is down due to water conservation throughout the community.

Item #4 – DISCUSS FINANCE TRANSPARENCY SOFTWARE - The Village continues to strive to be one of the most transparent governments in the state. Considerable information can be found in the Transparency Portal within the Village website; however, requests have been made to provide additional data in more accessible means, specifically relating to Village expenditures.

Currently, accounts payable check registers are provided via a word searchable PDF file, which are uploaded within the Transparency Portal. As a word searchable PDF file, data can be copied and pasted into other software products such as Microsoft Word or Excel. Additionally, by utilizing the fully functional Adobe Acrobat software only, the check register file can be downloaded from the Village website, opened in Adobe Acrobat and saved as a Microsoft Word or Excel file.

Staff has, however, identified a software module/application available for the Village's Enterprise Resource Planning (ERP) financial software suite, which would provide greater access to the expenditure data called Tyler Citizen Transparency. Finance and IT staff have reviewed webinar demonstrations of this application as well as other similar reporting applications. All applications reviewed must be configured to work with the individual ERP system and are also cloud-based, for which there is not a direct live link to in-house data and these applications would require periodic uploads to refresh the viewable data, which would involve additional staff time. Notably, the ability to download transactional data and reports that these applications offer is primarily for the convenience of a small segment of the citizen population, however, some of the ways the data can easily be displayed graphically through these applications may serve as an educational tool for citizens interested in governmental activities.

The Village's current ERP system has been in use since 2003, which is far longer than such applications are typically designed to be used. As the Eden software suite still meets most of the financial tracking and reporting needs, the Finance Department is aware the Eden software may be approaching the point where Tyler would discontinue ongoing support for the Eden ERP suite of software modules. Finance has identified the need to select and implement a replacement ERP system in the Village Strategic Plan and a software replacement/upgrade initiative has also been identified in the five-year Capital Plan as part of the budget process and is scheduled for next fiscal year.

Finance and IT agree the Tyler Citizen Transparency application would provide the best current in-house on premise solution with the least amount of staff time required, as it has the greatest ability to integrate with the current ERP system. Initial licensing and annual support fees for the Tyler Citizen Transparency total \$18,500.

Finance suggested since ERP software replacement will take place shortly, the Village Board may wish to defer action of selection and implementation of the new ERP system beginning next fiscal year, however, the Finance and IT Departments would be in support of purchasing the application if the Village Board chose at this juncture.

Chairman Galante stated other communities have software offering enhanced features graphically, enabling the user to easily access data, and she would like the Village to be able to provide more information to the public. Trustee Mueller asked if the ERP system was replaced and the enhanced features were available would the cost be the same. Mr. Bettenhausen stated it may be possible to offer the enhanced features and continue operating similarly without incurring the cost, however, links would be required to be placed to access data or another product entirely may be considered. Discussion continued of the Tyler Citizen Transparency application cost and what services are provided within the cost. Mr. Bettenhausen stated the current software continues to serve the Village's financial needs and the Assistant Village Treasurer has been working on providing additional reporting as well. Trustee Mueller stated in his opinion he would rather staff research a replacement than purchasing the application, and Chairman Galante agreed.

Item #5 – RECEIVE COMMENTS FROM THE PUBLIC - No comments from the public.

ADJOURNMENT

Motion was made by Chairman Galante, seconded by Trustee Berg, to adjourn this meeting of the Finance Committee. Vote by voice call. Chairman Galante declared the motion carried and adjourned the meeting at 7:50 p.m.

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