

The invoices reflected bills paid between March and June and have already been approved. The committee was OK with the expenditures.

5. ADM 2023-25 Website Report for March – May 2023

Ms. Willrett reported an upward trend in hits due to Parks & Rec events. Social media is also trending up, Facebook posts have been boosted, but Twitter hits are down. When new images of the updated website are available, Ms. Willrett will bring them to the committee and the new design should roll out toward the end of the year. This is for information.

6. ADM 2023-26 Selection of Committee Liaisons

Mr. Olson explained the duties of a liaison and said that it does not have to be an elected member. He said he is in frequent contact with the Library Director and an ad hoc member can be chosen. The Board decided to not choose a library liaison at this time and that it be on an ad hoc basis.

7. ADM 2023-27 Scanning Proposal Phase 2 - ComDev

The first phase of the scanning project had previously been approved and there were 400 Community Development boxes of material. Mr. Olson said that portion is nearly finished and it is \$35,000 under budget. He said there are about 400 additional boxes to be scanned. Ms. Noble is hoping to finish the remaining files at an estimated cost of \$144,000 and is proposing a budget amendment using those savings, delay the hiring of a Planner position, delay the county IGA until the next budget and subsequently approve the scanning quote using these funding sources. Konica Minolta is currently doing the actual scanning and Alderman Koch asked if an intern could be used. Mr. Olson said an intern was initially considered, however, it was a timing issue before the move to the new city hall. The committee was OK with this and it moves forward to the regular Council agenda.

8. ADM 2023-28 FY24 Travel Authorizations

Mr. Olson said 3 conferences a year are planned, but not all Council members attend which results in savings. Chairman Marek asked about the specific costs and Mr. Olson summarized the past costs which have basically remained the same. All committee members were OK with this and it moves to the Council consent agenda.

9. ADM 2023-29 IT Contract

a. Resolution Dissolving of the GovITC Consortium

b. Approval of 2023 the InterDev New Contract

A memo in the agenda packet explains the benefits of the consortium and why the city wishes it could continue, said Mr. Olson. Yorkville has been in a partnership with north shore communities and with Oswego who withdrew from it and it is now dissolving. An authorization is now needed for the dissolution.

Secondly, a new contract is then needed for IT services. A low base rate was being paid based on performance and response time and much off-site service was also performed. A new contract will be more costly, but 3 days of on-site service will be insured. The cost would be in the \$220,000 - \$300,000 range and eventually, due to the price, an in-

house arrangement may be considered. The proposed contract would be for 3 years. In the future, the city may look at another consortium. Mr. Olson said InterDev has been good and the down time was minimal during the city hall move. Chairman Marek asked if a new contract is desired in 3 months, if they would just make modifications and continue the contract. Mr. Olson said that is what he would request. The committee recommended approval and this moves to the regular agenda.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:25pm.

Respectfully transcribed by
Marlys Young, Minute Taker