

Village of North Riverside
Finance, Health & Appropriations Committee
Meeting Date: March 12, 2018

Trustee Mengoni, Chairman
Trustee Flores
Trustee Sarro

Others in attendance were Trustees Bianco, Czajka and Demopoulos, Mayor Hermanek, Finance Director Scarpiniti, Administrator Belmonte and Brad Gordon the Village's IT contractor. The meeting was called to order at 6:00 pm and the following is a summary of the meeting:

Item #1: Review of Amusement Tax Amendment Ordinance: Director Scarpiniti informed the committee that this proposed amendment to the Village code expands the definition of "amusement" and is consistent with the State's Amusement Ride and Attraction Safety Act. The Director explained this amendment would broaden the type of amusement uses subject to the Village's amusement tax to include but not be limited to rides, inflatable attractions, video game arcades and rock climbing walls. The rate of the tax would remain 5% of gross ticket sales or admission fees. The Village would immediately notify any existing businesses affected by the new definition and begin collecting the tax effective May 1st. Trustee Sarro motioned and Trustee Flores seconded to pass the proposed amendments to Section 3.20 entitled "Amusement Tax". Motion passed with a 3 – 0 vote from the committee. Trustee Mengoni polled the others in attendance and all agreed. At this time, I would like to make the following motion:

To amend Section 3.20 of the Village's Municipal Code entitled Amusement Tax and to have the Village Attorney prepare the proper ordinance for passage.

Item #2: Discussion on E-Mail Storage Server: Brad Gordon of Techno Consulting, the Village's contracted IT company, explained why he would like to convert storage of the Village's emails system from an on-site system to a cloud based solution. The Village's current email server is approximately 8 years old and is extremely unstable. Moving to a cloud based solution provides the Village with enhanced efficiencies through larger storage capacity, off-site storage security, automatic software updates, elimination of costly hardware replacements and less IT hours spent on maintenance and troubleshooting system errors. The anticipated cost for a cloud based email storage solution is \$12,538. Director Scarpiniti informed the committee that sufficient funds were budgeted this fiscal year to cover this purchase. All those present agreed moving the Village's email storage to a cloud based service was beneficial.

Mr. Gordon also proposed the Village purchase an unbudgeted E-Mail Archive System at the cost of \$13,000. This system would not be cloud based, but rather an in-house solution that would allow for proper record retention of electronic emails and monitoring. The software being considered is designed for the explicit purpose of minimizing the manpower required to comply with Freedom of Information Act requests and specializes in e-mail collection, indexing and complex searches. The cost of the software is approximately \$13,000 with a nominal recurring maintenance cost each year. The Committee inquired how funds would be directed for the payment of this item since it was not originally budgeted. Director Scarpiniti responded that the Village's current General Fund appropriations could cover the purchase through line-item transfers and no additional appropriations were necessary. Trustee Sarro motioned and Trustee Flores seconded the purchase of the E-Mail Archive System. The motion passed through committee with a 3-0 vote. Trustee Mengoni polled the other trustees and the Mayor and all agreed. At this time I would like to make the following motion.

To purchase an E-Mail Archive System as recommended by staff at a cost of \$13,000 and to have the Finance Director prepare the proper budget transfers required.

There being no further business the meeting was adjured 6:35 p.m.

Respectfully submitted,

Trustee Joe Mengoni, Chairman