



**Monday, August 9, 2021
5:30 PM
City Council Chambers**

Special Meeting City Council Agenda

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Appearance of Citizens

Policy relative to Appearance of Citizens:

A 30-minute time period is provided for citizens to appear and express their views before the City Council. Each citizen speaking will be limited to one appearance of up to 3 minutes. No immediate response will be given by City Council or City staff members. Citizens are to give their documents (if any) to the Police Officer for distribution to the Council. When the Mayor determines that all persons wishing to speak in accordance with this policy have done so, members of the City Council and key staff may make comments.

III. New Business

1. Resolution Authorizing Renewal of Tyler Technologies, Inc. Maintenance Support Incode Court Case Management Suite
2. Consent Calendar: Items on the Consent Agenda/Calendar are matters requiring City Council approval or acceptance, but which are routine and recurring in nature, are not controversial, are matters of limited discretion, and about which little or no discussion is anticipated. However, staff's assessment of what should be included on the Consent Agenda/Calendar can be in error. For this reason, any Consent Agenda/Calendar item can be removed from the Consent Agenda/Calendar by any member of the governing body, for any reason, without the need for concurrence by any other governing body member. Items removed from the Consent Agenda/Calendar will be discussed and voted on separately from the remainder of the Consent Agenda/Calendar.
 - A. Resolution Approving Appointments - Library Board of Trustees
 - B. Resolution Approving Reappointment - Civil Service Commission
 - C. Resolution Approving Appointment - Electrical Commission
 - D. Resolution Approving Appointments - Historical and Architectural Sites Commission

IV. Recess to Closed Executive Session

Recess to Closed Executive Session under Open Meetings Act Section (2) (c) (3) the Selection of a Person to Fill a Public Office, as Defined in this Act, including a Vacancy in a Public Office, when the Public Body is given Power to Appoint under Law or Ordinance

V. Action, if Necessary, to Make Appointment Resulting from Closed Executive Session

VI. Adjournment

Information Technology

DATE: 8/9/2021

MEMO:

TO: Honorable Mayor and City Council Members

FROM: James Edwards, Director, Information Technology
Cheryl Laskowski, Senior Systems Analyst

SUBJECT: Annual Software Maintenance Renewal for the Incode Court Management System

SUMMARY RECOMMENDATION: Staff recommends that the City council approve the attached resolution, authorizing the City Manager to renew the annual software maintenance for the Incode Court Case Management Suite and Incode Content/Document Management Suite with Tyler Technologies, Inc.

BACKGROUND: In prior years, Council has approved annual software maintenance renewals with Tyler Technologies, Inc to use their Incode Court Case Management Suite and associated Content/Document Management Suite for the Administrative Code Enforcement System (Admin Court). The annual software maintenance fee, \$41,864.20, is based upon the initial contract cost, and it covers application support for both software applications. This invoice is 5% over last year's maintenance costs which is the expected annual increase per the original contract. The period covered by this renewal is September 1, 2021 to August 31, 2022. This software is used by the Legal, Community Develop and Finance Departments.

PRIOR COUNCIL ACTION: None

POTENTIAL OBJECTIONS: Non Anticipated

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: James Edwards, Director, Information Technology (217-450-2236) Cheryl Laskowski, Senior Systems Analyst (217-450-2212)

BUDGET/TIME IMPLICATIONS: This cost is included in the approved 2021 City Budget.

ATTACHMENTS:

Description	Type
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Resolution
Invoice

Resolution Letter
Backup Material

RESOLUTION NO. R _____

RESOLUTION AUTHORIZING RENEWAL
TYLER TECHNOLOGIES, INC. MAINTENANCE SUPPORT
INCODE COURT CASE MANAGEMENT SUITE

BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DECATUR,
ILLINOIS:

Section 1. That the invoice presented to the Council herewith from Tyler Technologies, Inc. for maintenance support for the Incode Court Case Management Suite and Incode Content/Document Management Suite, be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager or his designee be, and he is hereby, authorized and directed to make payment to Tyler Technologies in an amount not to exceed \$41,864.20 on behalf of the City of Decatur for maintenance support for the Incode Court Case Management and Incode Content/Document Management Suites.

PRESENTED AND ADOPTED this 9th day of August, 2021.

JULIE MOORE-WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK



tyler
technologies

Remittance:

Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-342207	08/01/2021	1 of 1

Questions:

Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com



Bill To: City of Decatur
#1 Gary K. Anderson Plaza
Decatur, IL 62523

Ship To: City of Decatur
#1 Gary K. Anderson Plaza
Decatur, IL 62523

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
41741 - MAIN - MAIN	148452		USD	NET30	08/31/2021

Date	Description	Units	Rate	Extended Price
Maintenance Start: 01/Sep/2021, End: 31/Aug/2022				
	Incode CIS/CRM Annual Fees	1		\$0.00
	Central Cash Collections - Maintenance			
	Incode Court Annual Fees	1		\$38,345.87
	Incode Court Case Management Suite			
	Each Signature (scan & Prepare for use) - Maintenance			
	Criminal Court Case Management - Maintenance			
	Laserfiche Output Channel - Maintenance			
	Code Enforcement - Maintenance			
	Incode Document Management Annual Fees	1		\$0.00
	Laserfiche Interface - Court - Maintenance			
	Output Director - Existing Customers -Maintenance			
	Incode Financials Annual Fees	1		\$0.00
	Secure Signatures - Maintenance			
	Third Party System Software	1		\$1,257.19
	System Software - Maintenance			
	Tyler Content Manager Annual Fees	1		\$2,261.14
	Incode Content/Document Management Suite - Maintenance			

****ATTENTION****

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	41,864.20
Sales Tax	0.00
Invoice Total	41,864.20

City Clerk

DATE: 8/5/2021

MEMO:

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Scot Wrighton, City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointments - Library Board of Trustees

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointments of Shelli Brunner, Alana Banks and Anay Hunt to the Library Board of Trustees.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointments by the Mayor of the following named as members of the board or commission set opposite their respective names, to serve a term expiring upon the date set opposite their respective names or until their respective successors are appointed and qualified:

Shelli Brunner	Library Board of Trustees	7/1/2022
Alana Banks	Library Board of Trustees	7/1/2024
Anay Hunt	Library Board of Trustees	7/1/2024

Dated this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2021-_____
RESOLUTION APPROVING APPOINTMENTS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointments by the Mayor of the persons aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 8/5/2021

MEMO:

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Scot Wrighton, City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Reappointment - Civil Service Commission

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the reappointment of Tony Wilkins to the Civil Service Commission.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the reappointment by the Mayor of the following named as a member of the board or commission set opposite his respective name, to serve a term expiring upon the date set opposite his respective name or until his respective successor is appointed and qualified:

Tony Wilkins

Civil Service Commission

7/20/2024

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2021-
RESOLUTION APPROVING REAPPOINTMENT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the reappointment by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby reappoint the named in the foregoing request by you approved as therein requested.

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 8/5/2021

MEMO:

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Scot Wrighton, City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointment - Electrical Commission

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointment of Matt Dunker to the Electrical Commission.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as a member of the board or commission set opposite his respective name, to serve a term expiring upon the date set opposite his respective name or until his respective successor is appointed and qualified:

Matt Dunker

Electrical Commission

12/1/2023

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2021-
RESOLUTION APPROVING APPOINTMENT

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointment by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

City Clerk

DATE: 8/5/2021

MEMO:

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Scot Wrighton, City Manager
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Appointments - Historical and Architectural Sites Commission

SUMMARY RECOMMENDATION: Council is asked to pass the proposed Resolution approving the appointments of Michael Sexton and Daniel Bennick to the Historical and Architectural Sites Commission.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointments by the Mayor of the following named as members of the board or commission set opposite their respective names, to serve a term expiring upon the date set opposite their respective names or until their respective successors are appointed and qualified:

Michael Sexton	Historical and Architectural Sites Commission	5/1/2024
Daniel Bennick	Historical and Architectural Sites Commission	5/1/2024

Dated this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2021-_____
RESOLUTION APPROVING APPOINTMENTS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointments by the Mayor of the persons aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 9th day of August, 2021.

Julie Moore Wolfe, Mayor