



**MAYOR**  
George D. Alpogianis

**VILLAGE MANAGER**  
Joseph S. La Margo

**VILLAGE CLERK**  
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Morgan Dubiel  
John C. Jekot  
Danette O'Donovan Matyas  
Craig Niedermaier  
Dean Strzelecki  
Marryann Warda

**MEETING MINUTES**  
**General Government / IT Committee**  
**Niles Village Hall | EOC/ Room 218**  
**July 11, 2023 – 9:00 a.m.**

The General Government / IT Committee meeting was held in-person in the EOC/ Room 218 at Niles Village Hall on Tuesday, July 11, 2023. The meeting was called to order at 9:07 a.m. by Chairman Jekot. Chair Jekot welcomed everyone to the meeting, and expressed his excitement to Chair the Committee.

**Members Present:**

Chairman John C. Jekot  
Village Manager Joe La Margo  
Niles Resident Jeff David

*I.T. Director Rehman Ali was absent.*

**Approval of Minutes**

Chair Jekot made a motion, seconded by Niles Resident Jeff David, to approve the Meeting Minutes of the General Government / I.T. Committee Meeting held on March 14, 2023. On voice vote, the roll call was:

YEAS	3 Jekot, La Margo, David
N A Y S	0
ABSENT	1 Ali
ABSTAIN	0

**There being 3 affirmative votes, the MINUTES WERE APPROVED.**

**New Business**

- a. Façade and Streetscape Improvement and Beautification Program Application for Akbik Furniture and Design at 8037 N Milwaukee Avenue in the Amount Not to Exceed \$15,000**

Akbik Furniture and Design at 8037 N Milwaukee Avenue applied for and meets at least three of the eligible improvements to receive grant funds: Exterior Doors and Storefront Windows, Street-scape Elements, Exterior Lighting, Wall Facade Repair and Treatment, and New Signage. Based on submitted quotes included in the application, the applicant qualifies for 50% reimbursement from the Village of Niles up for \$15,000 in grant funds. Grant funds will be from the Milwaukee-Oakton TIF. The Committee reviewed and evaluated the value of the applicant's aesthetic improvements and requests. Niles Resident Jeff David made a motion to approve, seconded by Village Manager Joe La Margo to bring the renewal to the Board of Trustees at the July Meeting. On voice vote, the roll call was:

YEAS	3 Jekot, La Margo, David
N A Y S	0
ABSENT	1 Ali
ABSTAIN	0

**There being 3 affirmative votes, the Façade and Streetscape Improvement and Beautification Program Application for Akbik Furniture and Design at 8037 N Milwaukee Avenue in the Amount Not to Exceed \$15,000 will go before the Board of Trustees for approval.**

**b. See Click Fix Update**

Andrew Vitale of the Information Technology Department, gave a brief update and timeline of the new See Click Fix application in transition with Village Staff. A See Click Fix Demonstration will be given at the next Committee meeting.

**c. Board Approval: Microsoft O365**

Last year, in May 2022, the Village migrated to Microsoft Office 365 (“O365”). O365 is the Village’s primary electronic collaboration and office productivity software. O365 suite of software includes Word, Excel, PowerPoint, One Drive, SharePoint, Teams and Outlook Email applications and back-office infrastructure could services. This renewal represents a 0% increase since our last initial subscription for the O365 License in FY23, which was \$29,994.30. This is a budgeted and considered a “house-keeping” item. Niles Resident Jeff David made a motion to approve, seconded by Village Manager Joe La Margo to bring the renewal to the Board of Trustees at the July Meeting. On voice vote, the roll call was:

YEAS	3 Jekot, La Margo, David
N A Y S	0
ABSENT	1 Ali
ABSTAIN	0

**There being 3 affirmative votes, the annual software license renewal for the Microsoft Office 365 software in the amount of \$29,994.30 will go before the Board of Trustees for approval.**

**d. Board Ratification for Verkada (Door Access System)**

To maintain transparency, four purchase orders are from FY 23 in the amount totaling \$36,285.80, and the remainder four purchases are from FY 24 in the amount of \$15,747.29. The IT department is anticipating additional purchases to upgrade Public Works, Fire Department, and Teen Center facilities later in the year. The Village IT implemented C.Cure System in 1995 for the Village facilities' Access Control, Monitoring (limited Panic and Intrusion detection), and badging system. Over the years, the system has been neglected, and where many of the hardware components, programming, firmware updates, and software updates were not maintained. However, some updates were made but not in accordance with the best practices nor followed the manufacturer's roadmap. IT staff have used Midco, now Securitas for service calls for repairs, many requiring urgent response have failed time after time and this leaves the Village facilities unsecured. In FY23 Johnson Controls conducted the audit of the C.Cure system and identified areas of deficiencies, outlined a list of system updates and upgrades, replacement of hardware and equipment, and the costs associated with bringing the system to its operational state. To address problematic sites, and in collaboration with the Public Works Department, the IT department is strategically identifying locations where the village funds can be best utilized in modernizing the Door Access Control System and its components. The Committee seeks ratification of multiple Purchase Orders to ITsavvy totaling 52,033.09 for the Door Access Control System (Verkada Door Controllers) Project Village-wide. Niles Resident Jeff David made a motion to approve, seconded by Village Manager Joe La Margo to bring the ratification of the purchases to the Board of Trustees at the July Meeting. On voice vote, the roll call was:

YEAS	3 Jekot, La Margo, David
N A Y S	0
ABSENT	1 Ali
ABSTAIN	0

**There being 3 affirmative votes, the Door Access Control System will go before the Board of Trustees for approval.**

**e. Board Approval: Tyler Munis**

Tyler MUNIS is the Village's Financial and Personnel Management software, also

known as Enterprise Resource Planning or ERP system. Tyler MUNIS modules include Payroll, Accounts Payable, Account Receivable, Budgeting, and Human Resource management. This renewal represents a 6.5% increase since our last renewal in FY23, which was \$140,115.86. This is a budgeted and considered a “house-keeping” item. Niles Resident Jeff David made a motion to approve, seconded by Village Manager Joe La Margo to bring the renewal to the Board of Trustees at the July Meeting. On voice vote, the roll call was:

YEAS	3	Jekot, La Margo, David
N A Y S	0	
ABSENT	1	Ali
ABSTAIN	0	

**There being 3 affirmative votes, the annual renewal and maintenance for the Tyler MUNI (“ERP”) software will go before the Board of Trustees for approval.**

**Open Discussion**

**Next Meeting**

Chair John Jekot and the Committee agreed that meetings going forward will be held on the First Tuesday of the month at Niles Village Hall. The next meeting is scheduled for Tuesday August 1, 2023.

**Adjournment**

Motion to adjourn was made by Village Manager Joe La Margo seconded by Village of Niles Resident David; all concurred and the meeting adjourned at 9:30 a.m.