

## CITY OF ROCKY RIVER

**July 30, 2018**

The Special Meeting of Council was called to order by Mr. Moran, President of Council, at 5:30 p.m. in the David J. Cook Council Chambers.

Council Members Present: Mr. Hunt, Mr. Shepherd, Mr. O'Donnell (5:45),  
Mr. Furry (left at 6:20), Mr. Klym, Mr. Moran

Absent: Mr. Sindelar

Administration: Mayor Bobst, Mrs. Costello, Mr. Thomas

Law Director: Mr. Bemer

The meeting was opened with the Pledge of Allegiance.

President Moran welcomed Chief Stillman and Director Grau.

The Special Meeting this evening is in regards to a third reading of Amended Ordinance No. 84-17, Amended Ordinance No. 44-18, Ordinance No. 49-18 and a second reading of Ordinance No. 50-18

### **AUDIENCE PARTICIPATION: NONE**

President Moran introduced Adam Griffiths and Lisa Gerard, both from Tyler Technologies who presented via telephone and by sharing Lisa's computer screen and the Munis Application regarding Ordinance 49-18. Lisa began the software demonstration demonstrating what the day in the life of someone using this software would encompass. Mr. Griffiths added that Tyler Technologies spent a full day with the administration earlier this summer and they went through all of the details of the software.

- Mr. Moran asked what the ramp up time is for getting all the approvals set up into the system. Does this take a month or a couple of months? Mr. Griffiths said that if Mr. Moran means how long to get the workflow rules set up, it would be part of the general setup during implementation. They will work with the city to define the business rules and what the approval rules are and what that work flow configuration needs to look like. The general implementation will be broken up into two general phases. The first phase will be the financial phase and the second phase payroll and human resources. The financial phase would generally be a 9-12 month implementation and the payroll/human resource phase is probably close to a 9-month implementation. These two phases could be completely decoupled and not overlap. A project like this could be anywhere from 15-21 months in length. Tyler Technologies will work with the city to determine what the ultimate time frame is.
- Mr. Klym said he had a good conversation last week with Director Grau discussing a lot about the new software and the demonstration this evening was helpful. Ms. Gerard discussed more in depth the components of the Financial, Payroll and Human Resource components.
- Mr. Shepherd asked if they could discuss the efficiencies and productivity increases that other governmental agencies have gotten out of using systems such as this. Mr. Griffiths said other organizations have realized benefits. There are many areas of document management that tends

to be big areas of dollar and cost savings.

- The Mayor said that the resident, vendor, contractors, employees and perspective employees' component has not been presented yet, but Council will receive this information as it comes.
- Mr. Shepherd then asked about situations where the system is used to find vendors and process credit cards. When the software sends employees to vendors, do any percentages come back to Tyler Technologies? Mr. Griffiths responded no. The vendor punch out is part of the city's requisitioning process the city already has in place.
- Mr. O'Donnell said that if potentially setting up a system to take resident's financial information credit card/bank account numbers, how the city could make sure that the information is secure. The Mayor answered that cyber security will be in place. The only aspect of the application using a credit card payment would be if the utility billing application were added. The cashiering solution allows residents to make credit card payments online and is PCI compliant, which is a standard compliancy required for security of credit card information. Tyler Technologies, Inc. is not storing customer's credit card information anywhere within Munis. This would all be through the city's credit card merchant. The Mayor added that all of this is foundational so that the city can entertain things that will be convenient for the residents in the future, for example, through the building department.
- Mr. Shepherd asked about the actual payment issuance of a check and the receipt of funds, and if all that comes from an outside system. Mr. Griffiths said that there is a cash management module that allows bank reconciliations. The city will continue to have a relationship with the bank and Munis will facilitate the payment of funds to vendors and the receipt of funds from citizens into the general ledger. The issuance of checks is through the Munis application that has security built around it in the form of account security and check printing security. The check printing is through the application and not through a third party application.
- Mr. Shepherd asked if there is anything Tyler Technologies does not do. Mr. Griffiths said that this company is exclusively focused on software applications that are used by local governments. The customer base is made up of cities, towns, villages, county government and some school organizations. The footprint of the solutions offered has grown by developing new applications and through the act of acquiring companies. Mr. Shepherd asked if there would be a need for the city to have other outside software in related areas. There are certain departments that have specific systems.
- Mr. Hunt asked that once the initial implementation happens and the city wants to look at the implementation of the citizen service components, is there a way to forecast the cost of that. Mr. Griffiths said that costs for this has been provided in the cost proposal for licensing the software and the implementation of the training and the data conversion services.

Mr. Moran thanked Mr. Griffiths and Ms. Gerard for their time this evening giving Council more information on the process. Mr. Griffiths responded that Tyler Technologies, Inc. looks forward to working with the city.

The Mayor added that utility billing is being evaluated with a different approach and the Mayor will share that with Council when all information is gathered.

- Mr. Klym asked what part of the system citizens can actually use. The Mayor said that there is a

module similar to Open Checkbook and the residents could look at the budget and all of the HR positions, benefit packages, etc. Ultimately, the residents would also have the ability to interact with the Building Department, Finance Department, etc.

As Mr. Furry needed to leave the Special Meeting early due to a work commitment, Amended Ordinance No. 44-18 and Ordinance No. 49-18 were read and voted on prior to Mr. Furry leaving.

**AMENDED ORDINANCE NO. 44-18 BY: THOMAS J. HUNT**  
**AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH RICHARD L. BOWEN AND ASSOCIATES, INC. FOR THE ROCKY RIVER POLICE DEPARTMENT ARCHITECTURAL SERVICES IN AN AMOUNT NOT TO EXCEED \$876,200.00**  
**3<sup>rd</sup> READING**

Mr. Furry said he would like to abstain from voting on this. He cannot vote for this ordinance until he has a harder figure on numbers but he cannot vote against it because he knows the city needs a new, updated facility that is technically up to date. Mr. Hunt said that Council knows what the contract includes and if there are no other questions Mr. Hunt moved to pass Amended Ordinance No. 44-18, seconded by Mr. O'Donnell.

Vote:	Hunt – aye	Shepherd – aye	O'Donnell – aye	
	Furry – abstain	Klym – aye	Moran - aye	
	5 ayes	1 abstain	0 nays	<b>PASSED</b>

**ORDINANCE NO. 49-18 BY: BRIAN J. SINDELAR**  
**AN ORDINANCE AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO A LICENSE AND SERVICES AGREEMENT FOR MUNIS SOFTWARE (ENTERPRISE RESOURCE PLANNING) WITH TYLER TECHNOLOGIES, INC. AT A PROPOSED COST NOT TO EXCEED \$428,288.00**  
**3<sup>rd</sup> READING**

Mr. Moran thanked Mr. Griffiths and Ms. Gerard for their presentation this evening. This ordinance has been discussed at length. Mr. Moran moved to pass Ordinance No. 49-18, seconded by Mr. O'Donnell and Mr. Shepherd.

Vote:	Hunt – aye	Shepherd – aye	O'Donnell – aye	
	Furry – aye	Klym – aye	Moran - aye	
	6 ayes		0 nays	<b>PASSED</b>

Mr. Shepherd moved to amend Amended Ordinance No. 84-17 by substitution of the exhibit, seconded by Mr. O'Donnell.

Vote:	Hunt – aye	Shepherd – aye	O'Donnell – aye	
	Klym – aye	Moran - aye		
	5 ayes	0 nays		<b>PASSED</b>

**2<sup>nd</sup> AMENDED ORDINANCE NO. 84-17 BY: JOHN B. SHEPHERD**  
**AN ORDINANCE AMENDING THE DEVELOPMENT CODE OF THE CODIFIED ORDINANCES OF THE CITY OF ROCKY RIVER, CHAPTER 1127 REGARDING DEVELOPMENT PLAN REVIEW PROCEDURES AS PROVIDED IN SECTIONS 1127.03 AND 1127.35, AS FURTHER DESCRIBED IN THE ATTACHED EXHIBITS "A" AND "B"**  
**3<sup>rd</sup> READING**

Mr. Shepherd said that recommendations have been received from the Planning Commission. The Planning Commission removed the original Exhibit B. The first change on the new Exhibit B will

prevent appeals from preliminary decisions. The new Exhibit A expands the authority of the Planning Commission by removing criteria #5 and under the exception removing exception #1. Mr. Shepherd moved for passage, seconded by Mr. O'Donnell.

Vote: Hunt – aye                      Shepherd – aye                      O'Donnell – aye  
Klym – aye                              Moran - aye  
5 ayes                                      0 nays

**PASSED**

**ORDINANCE NO. 50-18**

**BY: THOMAS J. HUNT**

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 505 ENTITLED ANIMALS AND FOWL OF THE CODIFIED ORDINANCES OF THE CITY OF ROCKY RIVER, AS FURTHER DESCRIBED IN THE ATTACHED EXHIBIT "A"**

**2<sup>nd</sup> READING**

Mr. Hunt said that an amended exhibit was distributed to Council this evening. Mr. Hunt will discuss this further at the next Committee-of-the-Whole Meeting on September 4, 2018 and vote to amend this ordinance by substitution of the exhibit at the Legislative Meeting on September 10, 2018.

Mr. Moran stated that at the concert last evening, the band mentioned that this year there were not any hotdogs purchased by the City. Mr. Moran asked Director Mehling to correct the band's statement as the money for the hotdogs comes from City Council, on their own.

The next meeting of City Council will be on Tuesday, September 4, 2018.

Mr. Moran moved to close the Special Meeting, seconded by Mr. O'Donnell. The Special Meeting was adjourned at 6:50 p.m.

Vote: Hunt – aye                      Shepherd – aye                      O'Donnell – aye  
Klym – aye                              Moran - aye  
5 ayes                                      0 nays

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James W. Moran  
President of Council

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Susan G. Pease  
Clerk of Council