

**MINUTES
SPECIAL BUDGET & FINANCE COMMITTEE**

JULY 21, 2014

Jean Soine called the meeting to order at 4:30 p.m. Other members present were Kay McDaniel, Elliot LaBeau, Belinda Ludwig, Finance Specialist.; and Renee Eckerly, City Administrator.

There were no minutes available for approval.

IT SERVICE PROPOSAL

Eckerly reported on the two IT providers:

Marco	=	\$1,504.00 per month
Bennett	=	\$2,500.00 per month

The Committee suggested cutting all the time frames in half for early termination penalties. The City has been with Bennett for many years. Since December, the servers have been rebooting every Monday until June and the City paid for all this support for a situation that Bennett never resolved for 6 months. Eckerly visited with representatives from Bennett and no consideration was given for the hours paid for, for the same problem over numerous months. Some staff can't print to the copier and Bennett can't figure it out. Bennett's proposal didn't include Appendix B. The Committee also discussed a new virtual server costing about \$9,922.00.

Motion was made by Ludwig to approve the IT proposal from Marco with a decrease in time frame in the termination clause and recommend such to the City Council. Seconded by LaBeau and unanimously carried.

PURCHASE OF COPIER

Eckerly reviewed the spreadsheet on the 3 options for copiers. All three copiers have the same features. The Committee reviewed the rates for black and white and colored. It was asked if there was a base rate or not and if they are locked in or not. Loffler is the only one with locked rates. All the companies would buyout the current lease and ship the current copier back. Marco is the only company that guarantees to replace the machine with a different machine if it has issues.

The price quotes are as follows:

1. Marco	=	\$6,163.44 annually
2. Loffler	=	\$5,850.72 annually
3. MN Computer Systems	=	\$5,247.84 annually

Currently the City is paying \$6,429.89 annually.

Motion was made by McDaniel to approve the Konica C654e, lock in the rates, and recommend such to the City Council. Seconded by LaBeau and unanimously carried.

COALITION OF GREATER MINNESOTA CITIES

The Committee discussed joining the Coalition of Greater MN Cities. The dues are phased in at a cost of \$1,156.00; which is only a quarter of the annual fees. The City is already a member of the League of Minnesota Cities and the Small Cities Association. The Committee is not interested in joining for the quoted amount.

INITIATIVE FOUNDATION

The Committee discussed what the Initiative Foundation has done for the City through grants and would like to budget \$250.00 in the 2015 Budget.

NEXT MEETING

The next meeting will be August 4, 2014 at 4:30 p.m.

There being no further business, the meeting was adjourned at 5:30 p.m.