

**TECHNOLOGY TASK FORCE
REGULAR MEETING MINUTES
April 14, 2021**

CALL TO ORDER

Pursuant to due call and notice thereof the meeting of the Technology Task Force of the City of Rosemount was called to order on April 14, 2021 at 6:42 p.m., virtually.

Attendees included Task Force Members: Mohammad Khan, Furhath Arnob, Tony Hall, Steve Thoennes, and Samuel Mwangi.

Members not attending: Joe Duffy, Robert Kidwell

Staff present included the following;

- GIS Coordinator Aaron Menza
- City Administrator Logan Martin

City Council present included the following;

- Councilmember Heidi Freske
- Councilmember Jeff Weisensel

ADDITIONS OR CORRECTIONS TO AGENDA

None

APPROVAL OF MINUTES

Motion by Smith **Second** by Thoennes

Motion to approve the minutes of the March 10, 2021 Technology Task Force meeting

Ayes: 5.

Nays: 0. Motion carried.

PRESENTATIONS

None

OLD BUSINESS

4.a Approval of Final Project List and Vision Statement

Taskforce members further discussed the project list and conversed from a budget standpoint how to move several of these projects forward. The project list was summarized from a brainstorming session at the last meeting. Ultimately, the taskforce will be making recommendations to the City Council for solutions on the project list. The first step in the process will be to prioritize which project should be implemented first.

Councilmember Freske suggested the taskforce should also be involved with creating and/or modifying policies for new developments, i.e. fiber in the ground. City Administrator Martin suggested an internal review of ordinances and noted the project list is a living document and can be updated as needed.

Motion by Thoennes **Second by** Khan

Motion to Approve the Technology Task Force project list and vision statement

Ayes: 5.

Nays: 0. Motion carried.

NEW BUSINESS

5.a Project Prioritization

Taskforce members took several minutes to review the projects and evaluated the following criteria; solutions are purpose based, solutions provide value and savings and increase safety, security and transparency. Members voted for their top projects; website upgrade and electric vehicle charging stations. Councilmember Freske stated that with a website upgrade several other items on the list may be addressed at the same time, i.e. chatbot, citizen reporter, etc. Councilmember Freske encouraged members to evaluate other city's websites and see what you prefer on those websites as a starting point.

Mr. Menza asked for volunteers to create breakout groups to start investigating some of these top priority projects. Taskforce members will begin the conversation of investigating a solution and will be discussed at the next taskforce meeting.

Lee Stoffel, Communications Coordinator, will be present at a future meeting to further discuss our vendor options for the city website and further elaborate on the different platform options, design preference and maintenance options for a website upgrade.

5.b SMART Water Meter Verbal Update

City Administrator Martin updated the taskforce on a recent meeting staff attended with the city's meter vendor. The vendor confirmed that for the last several years the most up to date smart meter has been sold and installed in Rosemount.

ANNOUNCEMENTS

Mr. Menza stated the taskforce will select a chairperson at the next meeting.

ADJOURNMENT

There being no further business to come before the taskforce at the regular Technology Taskforce meeting and upon a motion the meeting unanimously was adjourned at 7:57 p.m.

Respectfully submitted,

Aaron Menza
GIS Coordinator