

**CITY OF FRANKLIN  
TECHNOLOGY COMMISSION MEETING MINUTES  
MAY 27, 2015**

- I. The May 27, 2015 Technology Commission Meeting was called to order at 6:08 p.m. by Vice Chairman Strowig in the Hearing Room of Franklin City Hall. Director of Administration Mark Lubberda took roll call; a quorum was present.

Members present were Strowig, Alderman Dan Mayer, Webler, Surana, and Brandt. Members Meade, Galusha, and Giza were excused. Also in attendance were Director of Administration Mark Lubberda and Director of Finance & Treasurer Paul Rotzenberg.

- II. Citizen Comment Period – No citizen comments were made.

- III. Election of Chair & Vice Chair

Without any objections, this item was laid over to the next meeting when more members could be present.

- IV. Review and approval of the March 25, 2015 Meeting Minutes.

Motion made by Member Webler and seconded by Alderman Dan Mayer to approve the March 25, 2015 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- V. Fixed Asset Software Revaluation.

Director of Administration Mark Lubberda and Finance Director/Treasurer Paul Rotzenberg presented this item to the Commission. Discussion was held.

Motion made by Member Webler and seconded by Member Surana to recommend to the Common Council approval of the purchase of the Real Asset Management Fixed Asset Software as recommended by staff. Upon vote, Ayes-All, motion carried.

- VI. Job Description for Director of Information Technology

Director of Administration Mark Lubberda reviewed the job description for Director of Information Technology with the Commission. Discussion was held. Members provided valuable input as to the changes/additions to be made to the job description.

Motion made by Member Webler and seconded by Alderman Dan Mayer to recommend to the Common Council approval of the job description for Director of Information Technology as revised per the Director of Administration per the Commission's discussion. Upon vote, Ayes-All, motion carried.

**TECHNOLOGY COMMISSION MEETING MINUTES**  
**MAY 27, 2015**  
**PAGE 2**

VII. Technical Issues Review

Director of Administration Mark Luberdá updated the Commission on his decision to take down the wireless guest web services due to the prior person that set it up did not have a clean enough separation from the City's internal network. He noted that they are working on resolving that issue.

Director of Administration Luberdá also updated the Commission on the app developments that are currently being done in the field and noted that they are working well.

VIII. Director's Report on IT Operations

No report made.

IX. Future Agenda Items.

- Cable TV – Channel 25
- Information Technology Strategy Plan
- Low-Power FM Radio Station

X. Next Meeting Date and Time

It was noted that the next regular meeting would be July 22, 2015.

XI. Adjournment

Motion made by Member Webler and seconded by Member Brandt to adjourn the May 27, 2015 Technology Commission Meeting. Upon vote, Ayes-All, motion carried.