

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
AUGUST 23, 2023**

- I. The August 23, 2023 Technology Commission Meeting was called to order at 6:01 p.m. in the Hearing Room of Franklin City Hall by Chair Meade.

IT Director Jim Matelski took roll call; a quorum was present. Members present were Meade, Strowig, Alderwoman Eichmann, Webler, Pelkey, and Farney. Members Galusha, Rehberger, and Kaur were excused. Member Surana was absent. Also in attendance was IT Director Jim Matelski.

- II. Citizen Comment Period – a citizen appeared at 6:20 p.m., interested in sitting on the Commission.

- III. Review and approval of the June 28, 2023 Meeting Minutes.

Motion made by Member Webler and seconded by Member Farney to approve the June 28, 2023 meeting minutes with one typo correction to Item VI. Upon vote, Ayes-All, motion carried.

- IV. 2024 IS Capital and Operational Budget Proposals

IT Director James Matelski presented and reviewed this item with the Commission. Discussion was held. Informational item only – no action taken.

- V. Technical Issues Review

- Fiber Optic WAN Project - The Fiber Optic WAN project began trenching the second week of July and is proceeding along at a very respectable rate. Conduit has been trenched from the City Hall campus down to the Police Department. Trenching continued the entire length of Forest Hill Avenue and down all of 76th Street south to Ryan Road. At this point, Turnkey has reached the shared conduit with Waukesha Water, and they will be using this conduit to move all the way to the Industrial Park. It is estimated that trenching and fiber installation will be completed by the end of October.
- A review of all Fiber Optic WAN project turned over material revealed that funding of routers and WAN equipment was not contained within the original budget allocation. On August 1, 2023 the Common Council voted to approve a budget amendment and change of scope to allow the purchase of networking equipment and firewalls as part of the project budget. The original budgetary plan was to purchase new firewalls as part of the 2024 Capital Outlay budget; however, the fiber would most likely be fully installed before the end of the year and equipment would be needed to establish a new routing architecture. The original budget of \$1,371,200 was extended to \$1,646,200, which should allow the purchase of equipment necessary to establish a full ring topology. Proposals for the replacement equipment and architecture have been requested from multiple vendors, with the intention of having the Technology Commission review this material at the next meeting.
- The Avaya service contracts were not renewed and were allowed to expire in August 2023. The strategic goal is to move away from on-premise phone services and instead migrate all systems to a cloud PBX and VoIP phones/soft-phones. Spectrum fiber Internet lines were ordered for City Hall, PD, and Sewer/Water, with the intention to use these circuits for reliable Internet connectivity up to the point that the fiber optic WAN is fully available. This will allow for the deployment of IP based phones as a replacement for the Avaya prior to waiting for the WAN project to complete. The goal is

TECHNOLOGY COMMISSION MEETING
AUGUST 23, 2023
PAGE 2

to use the fiber Spectrum circuits as backup circuits under a SD-WAN architecture, which will create ISP fault tolerance within the new routing architecture. City Hall also has a strong need for reliable Internet connectivity, as GCS migrated on 7/31/2023 to the Milwaukee County LandNav cloud (shared service). Internet connectivity will be vital for the collection of property taxes, now that the system is no longer located at City Hall.

VI. Director's Report on IT Operations

- Pro Phoenix 2022 Upgrade - Pro Phoenix was upgraded to the 7.3 hotfix release. This hotfix was championed by Milwaukee County for multiple hotfixes that are essential for the Tellus processing. Several PSAPs stopped using Tellus 2-way access, due to significant problems with the system dispatching EMS and fire resources under mutual aid requests. In several cases, Tellus indicated that the resources were dispatched, but no one showed up to the emergency site. It is hoped that the new hotfix release will remediate these core problems, and the County will once again fully use the system within all PSAPs.
- The Video Surveillance project is 95% complete at the Franklin Police Department. All of the old IndigoVision cameras have been replaced (including Kayla's Park) and are now fully running on the Milestone application software and archivers. The display wall and dedicated computer within PD Dispatch was replaced, allowing the center the capability of viewing all of the local PD cameras, in addition to the Flock traffic monitoring cameras. There is a list of optimization and configuration items that have to be accomplished, but the vendor is on target to complete the project by the 8/30/2023 completion date. It is expected that City Hall and the Library will have their video surveillance systems installed in September. These sites will not be as complex.

VII. Future Agenda Items.

- IT Security Project
- Fiber Optic WAN Project
- Strategic Technology Plan & Cyber Security Component
- Vendor Fail Update

VIII. Next Meeting Date: Wednesday, September 27, 2023 – 6 p.m.

IX. Adjournment

Motion made by Alderwoman Eichmann and seconded by Member Strowig to adjourn the August 23, 2023 Technology Commission Meeting at approximately 7:55 p.m. Upon vote, Ayes-All, motion carried.