

# CIT COMMITTEE MINUTES

## May 1, 2023 Regular Meeting

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The meeting was called to order by Chair Elm at 5:02 pm on May 1, 2023 in Government Center Room 217.

COMMITTEE MEMBERS: Tyler Elm, Ruth Ludwig, Dave Dusek, Matt Starry, Dan Lindberg

### 1. ROLL CALL

*Members Present:* Tyler Elm, Ruth Ludwig, Dave Dusek, Matt Starry, Dan Lindberg

*Members Absent:*

*City Staff Present:* Dan Shea, Mayor Paine, Breny Fennessey, Jenny Van Sickle, Lindsey Graskey, Mark Johnson

*Others Present:* Shelly Nelson, John Honker, Cole Henkle, Mike Hill, two unidentified

### 2. APPROVAL OF MINUTES

2.1. CIT Committee (Meeting held January 30, 2023)

**MOTION by Dusek, second by Ludwig and carried to approve the minutes from the January 30, 2023 CIT Committee meeting.**

### 3. NEW BUSINESS

3.1. Connect Superior update by Magellan.

3.1.a. Laid out plan for identifying Pilot Neighborhood and discussed.

3.1.b. Responses to RFI from Internet Service Providers (ISPs). We received four with two, Duluthian and Advanced Stream meeting the requirements set out for this project.

3.1.c. Items discussed regarding ISPs include fees, billing responsibilities and marketing responsibilities.

3.1.d. Next phase will be negotiations with ISPs, formalizing the financial plan and finalizing the pilot neighborhood to begin construction.

### 4. NEW BUSINESS

4.1. IT Updates.

4.1.a. Let Committee know meetings may be more frequent for the next few months as decisions need to be made.

4.1.b. Director Shea spoke on Office 365 training. This included Microsoft Teams as well as SharePoint and linking meeting videos to the city website.

### 5. ADJOURNMENT

Councilor Elm announced the meeting adjourned at 6:23 pm.

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*Respectfully submitted by Dan Shea.*