

AGENDA
BLOOMINGTON TECHNOLOGY COMMISSION
REGULAR MEETING
WEDNESDAY, JUNE 3, 2020, 4:00 P.M.
COUNCIL CHAMBERS, CITY HALL
109 EAST OLIVE STREET
BLOOMINGTON, ILLINOIS

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. MINUTES: Review and approve the minutes of the February 5, 2020 special meeting of the Bloomington Technology Commission.

5. REGULAR AGENDA:

A. Reconfirmation of permanent schedule for future Bloomington Technology Commission meetings.

B: Discussion on Establishing Annual Work Plan

1. Format/Organization
 - a. Commission Initiated Items
 - b. Commissioner Initiated Items
 - c. City Initiated Items
2. Timeframe for Study/Work
 - a. Quarterly Concentrations
 - b. On-Going Discussions
3. Suggested Areas of Study
 - a. Current State of Technology with City
 - b. Current/Future Technology Infrastructure
 - i. Fiber Access
 - ii. 5G Cellular Communications
 - c. Cooperative Initiatives between City and Other Entities
 - i. Local Governments
 - ii. State Governments
 - iii. Educational Institutions
 1. K-12
 2. Higher Education
 - iv. Business Partnerships
 - d. City Infrastructure
 - i. Smart Street Lighting
 - ii. Smart Water Meters
 - iii. Intelligent Traffic Signaling
 - e. Membership/Partnership with Advocacy Organizations
 - i. Smart City

- ii. Metrolab – City & University Partnerships
- iii. ISCAR - Illinois Smart City & Region Association
- f. Additional Topics of Commissioner Interest

5. OLD BUSINESS:

7. NEW BUSINESS:

A. Selection of Vice-Chairman of Commission. Approve Gary Neumayer as Vice-Chairman

B. Bloomington Technology Commission By-Laws. Review and approve by-laws presented on February 5, 2020 meeting.

C. Bloomington Technology Commission mission statement. Review and approve by-laws presented on February 5, 2020 meeting.

Draft Mission Statement:

The mission of the Technology Commission for the City of Bloomington is to assist, inform and advise the administrative and elected officials of the City on technology matters, including: (1) the City's internal use of technology; (2) the use of and incorporation of technology as it relates to the city as a whole; and (3) the use of technology for the betterment of the community and improvement of the citizen experience.

8. ADJOURNMENT

BY-LAWS OF THE BLOOMINGTON TECHNOLOGY COMMISSION

ARTICLE I – PURPOSE AND CREATION

The name of this commission shall be the Bloomington Technology Commission, also known as the Technology Commission for the City of Bloomington, Illinois, hereafter referred to as “Commission” heretofore created by the City Council of the City of Bloomington, McLean County, Illinois.

ARTICLE II – MEMBERSHIP, OFFICERS, DUTIES

Section 1 - Membership.

The Commission shall consist of seven members, appointed by the Mayor with the advice and consent of City Council. The appointments to the Commission should have a demonstrated interest, knowledge, or experience in technology matters.

Section 2 - Officers.

A Chairman and vice Chairman of the Commission shall be selected to preside over meetings in accordance with the procedure set forth for the City's boards and commissions.

Section 3 – Duties of Officers.

Items shall be placed on the Commission agenda by the Chairman of the Commission, the City Manager or his/her designee, Information Services Director, or the Mayor. City Council members may also request items be referred to the Commission by utilizing the agenda request process, which shall include formal approval of referral by the City Council.

Section 4 – Assistance and Cooperation from City Officers.

In the conduct of the work of the Technology Commission, it is anticipated that certain City employees will be required to advise and otherwise support the activities of the Commission in carrying out the obligations as provided herein. To that end, the City Manager may designate staff to provide technical support and recommendations to the Commission. Based on the subject matter of the issue before the Technology Commission, the City Manager shall designate representatives from the appropriate City departments. In addition, the City's Information Services Director, or his/her designee, shall serve as the staff liaison to the Commission and be responsible for OMA compliance.

City staff, as designated by the City Manager, shall be entitled to attend and participate in all Commission meetings. In addition, designated City staff shall provide recommendations to the Commission on the matters before it and shall be entitled to make recommendations separate and apart from the Commission to the City Manager and City Council on final action items.

City staff designated by the City Manager shall assist and cooperate with the Technology Commission and, upon request of the Commission, shall furnish information and advice on subject matters as the Commission may reasonably require in order to fulfill its functions as set forth herein. The City shall provide clerical services to the Commission where possible.

Section 5 – Preliminary Reviews.

The City Manager or City Council may require any matter that significantly impacts the technological operations of the City, whether internally or externally, to first go to the Technology Commission for consideration and review. All such reviews and recommendations shall be non-binding. After consideration by the Technology Commission, the technology matter shall be referred to either the City Manager or City Council, whichever is applicable, for final consideration, evaluation, and approval. If the matter involves another City commission, it shall be forwarded to said commission prior to being sent to the City Manager or City Council for final approval.

ARTICLE III – POWERS AND DUTIES

The Commission shall have the following powers:

Section 1: Make recommendations to ensure the City remains a leader in technology and innovation, including recommendations to improve the use of technology internally within the City, for those doing business with the City, and the citizens of the City

Section 2: Review and make recommendations on the technological component of master plans involving the City, including developing a technology master plan for the City and keeping the plan current

Section 3: Receive feedback having to do with technology matters and make recommendations on same

Section 4: Conduct public hearings on proposed policies and plans when considered necessary by the Commission, the City Council, or as required by City, State, or Federal law or regulation, except where a hearing on the same subject is planned or required to be conducted by another body and where the Board finds that said hearing will be an unnecessary duplication

Section 5: To review, suggest, and coordinate policies, programs, outreach, and strategies for technology

ARTICLE IV – MEETINGS

Section 1: Regular meetings of the Commission shall be held on the first (1st) Wednesday of every month at 4:00 p.m., or at such times as deemed appropriate unless such day shall be a

recognized holiday. The Commission may recess such meetings to a time and date determined by the Commission as needed in response to an exceedingly lengthy hearing.

Section 2: Special meetings of the Commission may be called by the chairman, or by any three (3) members, on written notice given in conformity with the Open Meetings Act.

Section 3: All meetings shall be open to the public and shall be held in the Council Chambers at Bloomington City Hall, or at such other place designated by the Chairman in conformity with the requirements of the Open Meetings Act.

Section 4: A quorum shall consist of at least four (4) members of the Commission. The Commission shall take no official action without the presence of a quorum.

Section 6: The following shall be the general order of business of meetings of the Commission:

1. Call to Order
2. Roll Call
3. Public Comment
4. Minutes of previous meetings
5. Regular Agenda
6. Old Business
7. New Business
8. Adjournment.

Section 7: Substantive matters will be decided by a roll call vote of a majority of those voting on such matter. Voting "present" shall not constitute voting on a matter. Non-substantive procedural matters may be decided on a voice vote.

APPROVED:

, Chairman

ATTEST:

, Vice Chairman