1. Call to order at 6:02 p.m. – roll call
   Present: Cindy Hoffman, Mare n Anderson, Rolf Peterson, Bruce Browning
   Staff: Clint Pires, Jacque Smith
   Absent: Mohamed Mohamud, David Dyer

2. Adoption of Agenda
   No additions

3. Approval of minutes: Sept. 10, 2019
   Browning moved, Hoffman seconded

4. Public comment – none

5. Presentation: A brief history of fiber and futures in St. Louis Park (Clint Pires)
   Pires said he is trying to document some of the projects he’s undertaken while at the city. Budget
   challenges have resulted in a slowdown in construction of fiber. He suggested that initiatives from
   CTAC will drive the next wave of council support. The city has a very strong backbone to support a
   number of initiatives.

   Browning asked that we have three internet providers in town. He wanted to know what is
   happening with CenturyLink. Pires responded that permits requested from the city have slowed
   significantly. Levine stated that the overhead power lines are a vulnerability of the city.

   Pires suggested that one project to consider is investment by USI in installing conduit where it isn’t
   already located.

   Browning asked about Comcast and franchise fees; Smith provided a brief update on legal action
   from NATOA and that the city is participating in.

6. Update on transition to CTAC
   Smith provided a brief update

7. Committees
   a. Community engagement committee report (Bruce Browning, Cindy Hoffman, Rolf Peterson)
      Browning presented information about the draft survey that their committee has developed. He
      explained that they took questions from surveys in Tacoma and Seattle. He said some questions
      pertain to entities over which we have no control, such as the county library and school district.
      Levine said he is questioning whether or not this has anything to do with our new commission
      mission. He said the basic question is how can technology make life in the city better. Anderson
      asked if the city has the capacity or budget to even implement suggestions. Peterson said of the
      five goals and objectives they started with equity and determining how people can access
      technology.
Smith suggested looking at input from previous community engagement efforts to see if some information might be relevant.

Anderson suggested finding out from the city what initiatives we’re close to and ask people which would be most helpful to them, versus open-ended questions. Peterson asked if there were some examples of things that don’t exist that would make life better. Levine clarified that it doesn’t have to be new things, just things that haven’t happened in St. Louis Park. Peterson suggested breaking it down into certain areas like transportation, etc.

Pires agreed with looking at other community engagement efforts that happen. He also suggested that looking at sources like American Community Media may glean some of the same information. He also mentioned that the city is planning to do a residential survey in 2020 so perhaps some questions can be added to that.

Pires said first determine what you’re trying to learn, then figure out how you’re going to get there. Levine said the first goal was to use engagement and input to figure out what the commission should work on. Levine said a couple people should consider what pointed questions are for input and to condense the questions. Browning asked if Levine would provide some suggestions. Pires said the other approach is to develop a list of smart city initiatives and ask people what’s important to them.

Levine suggested that either everyone does some research and puts some ideas down about possible initiatives from other cities or a couple of people and Clint could get together and come up with ideas. He asked that by Nov. 15 commission members have done their research and sent some ideas to Browning, Peterson, Hoffman and copying Levine and Smith. Browning asked if Smith could find information from Vision and other community engagement efforts and share with the commission.

b. Technical committee formation
Levine said this was premature after hearing discussion from communications committee.

8. Workplan follow ups

9. Communication from the chair/commissioners
Levine reminded commissioners that attendance at meetings is important. Attendance records are showing some members with several absences for the year. The chair is empowered by the bylaws to have discussion with members who have had numerous absences to determine their intent for serving on the commission.

The commission agreed on four meetings, one per quarter, for 2020. The commission felt much of their work will take place at subcommittees. Pires suggested reports from the committees should be sent ahead of time to be included in the commission packet.

Smith let the commissioners know that the boards and commissions application period would be Jan. 2-Feb. 29; three commission members have terms expiring May 31, 2020 – Bruce Browning, Maren Anderson, Cindy Hoffman – who should be thinking about whether or not they plan to reapply.
Smith also asked the commission members to put Feb. 24, 2020, on their calendars for the annual boards and commissions events.

10. Staff items
   a. Theo Pohlen student application received; will be on Nov. 4 council agenda
   b. Update on cable franchise renewal; needs assessment
   c. Next meeting: Dec. 11 (host in council chambers and broadcast?)

Motion by Peterson, Anderson seconded adjournment. Meeting adjourned 7:55 p.m.