

PROCEEDINGS OF THE CITY OF NEW BERLIN
COMMUNICATIONS COMMITTEE

Wednesday November 19, 2008 5:00 PM

NEW BERLIN CITY HALL
3805 S. Casper Drive
Common Council Chambers

Please note: Minutes are unofficial until approved by the Communications Committee at the next regularly scheduled meeting.

Call Meeting to Order

Alderman Hopkins called the meeting to order at 5:01 PM.

Roll Call; Declaration of Quorum and Public Notice

Members present: Alderman Hopkins, Alderman Seidl, Bruce Peterka and Kris Scalzo. Alderman Poshepny arrived at 5:15 PM. Also present: Information Technology Director Nick Roethel and City Clerk Marilyn Gauger.

This meeting was noticed on Thursday, November 13, 2008 in accordance with the Open Meeting Law.

Minutes

Motion by Kris Scalzo to approve the September 17, 2008 minutes as printed. Seconded by Alderman Seidl and carried unanimously.

New Business: None

Old Business:

City of New Berlin Web-site Update

IT Director Nick Roethel indicated the web-site is in its final development phase and about 2 weeks away from user acceptance testing for every department to review. The update makes the website more user friendly with enhanced searches and more links using tabs across the top of main navigation page. Training will be provided for staff on how to upload items. There is a freeze period (12-10 to 12-15) where you will not see any new content. This will not affect the tax collection process. The updated site will go live on the December 15.

Responsibilities of the Communications Committee/Structure/By-Laws

No action taken.

Discussion on electronic (paperless) agenda packets-Council E-Packet System & Paperless Initiative

IT Director Nick Roethel forwarded an ePacket trial results form to the committee showing the pros and cons of the ePacket project. There are no monies set aside for this project for 2009. A CIP budget project is proposed that will start to get the city at the digital process which can result in starting the process of incorporating the ePacket. The limiting factor is the lack of budgeted dollars.

The consensus from the Committee members was to look at this project further down the road. It also could be discussed when the CIP budget discussions take place at Council.

Adjourn

Motion by Alderman Seidl to adjourn at 5:17 PM. Seconded by Bruce Peterka and carried unanimously.

Respectfully submitted:

Marilyn Gauger, MMC
City Clerk