



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Information Technology Board

Wednesday, February 4, 2026

6:00 PM

City Hall, Training Room

1. Call To Order

Present: 4 - Shawn Hansen, Daniel Manion, Steve Van Trieste and Brandon Kostolni

Absent: 2 - Ryan Corcoran and Paul Fabian

2. Pledge of Allegiance

3. Public Comment

4. Approval of Minutes

A. [ID#26-02933](#) Approval of Minutes for the January 2026 ITB Meeting

5. Business Items

A. [ID#26-02903](#) Review and approve the contract with MaintStar for the new permitting, code enforcement, and inspection system.

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Aye: 5 - Shawn Hansen, Daniel Manion, Steve Van Trieste, Brandon Kostolni and Robert Bruders

Absent: 2 - Ryan Corcoran and Paul Fabian

B. [ID#26-02912](#) Annual Review and Discussion of IT Policies (No action needed)

C. [ID#26-02919](#) Review and approve edits to the AI Acceptable Use Policy

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Aye: 5 - Shawn Hansen, Daniel Manion, Steve Van Trieste, Brandon Kostolni and Robert Bruders

Absent: 2 - Ryan Corcoran and Paul Fabian

D. [ID#26-02936](#) Review and Approve additions to the Acceptable Use Policy

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Aye: 5 - Shawn Hansen, Daniel Manion, Steve Van Trieste, Brandon Kostolni and Robert Bruders

Absent: 2 - Ryan Corcoran and Paul Fabian

E. [ID#26-02937](#) Review and discuss the Enterprise Asset Management Policy

6. Communications and Referrals:

A. [ID#26-02934](#) Board Member Celebration Dinner

7. Adjournment

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Aye: 5 - Shawn Hansen, Daniel Manion, Steve Van Trieste, Brandon Kostolni and Robert Bruders

Absent: 2 - Ryan Corcoran and Paul Fabian

Closed Session

Notice:

Upon conclusion of the closed session, a motion will be made to reconvene in open session.

Possible action on the matters discussed in closed session

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Public Works department, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).