

MINUTES OF CABLE TV COMMISSION MEETING

Nov. 20, 2024

CONFERENCE ROOM A, CITY HALL, 50 W. 13th ST.

MEMBERS PRESENT: Jennifer Tigges (Chair), Georgina Guerrero Galvan, Pauline Maloney, Ron Tigges

MEMBERS ABSENT: None

OTHERS PRESENT:

- Randy Gehl, City of Dubuque Public Information Officer
- Felicia Carner, City of Dubuque Multimedia Specialist

JTigges called the meeting to order at 4:16 p.m.

Acceptance of the Agenda

- Upon a motion by Maloney, seconded by RTigges, the agenda was accepted by a vote of 4 - 0.

Approval of the Minutes of Oct. 23, 2024, Meeting

- Upon a motion by RTigges, seconded by Maloney, minutes of the Oct. 23, 2024, meeting were approved 4 - 0.

Public Input

- There was no public input.

Request for Approval of PEG Equipment Grant Program Changes

- Carner and Gehl referred commissioners to the draft documents provided and explained that the City Attorney's Office had reviewed them and made minor suggestions, which were incorporated. Commissioners reviewed the documents and complimented staff on the thoroughness of the policies and procedures. Gehl and Carner explained that, following commission approval, the changes would be submitted to the city manager for his approval and subsequent submission to city council for final approval.
- Gehl and Carner also briefly summarized plans to promote the grant program to the public following council approval. They plan to submit the changes for consideration at the Dec. 16 city council meeting, launch the grant program in the first week of January, and then allow 4-6 weeks for applications to be submitted.
- Upon a motion by Maloney, seconded by Guerrero Galvan, the changes were approved and recommended for City Council approval, 4-0.

Request for Approval of PEG Channel Guidelines

- Commissioners reviewed the draft document provided by staff, which was also reviewed by the City Attorney's Office. Commissioners had no questions for staff.
- Upon a motion by RTigges, seconded by Guerrero Galvan, the changes were approved and recommended for City Council approval, 4-0.

Staff Report

- Carner and Gehl informed commissioners that a recent water leak at City Hall Annex damaged some equipment stored in the basement of the building and advised them that they were awaiting information regarding insurance coverage for replacement of equipment damaged beyond repair/use. Equipment not covered by insurance may need to be replaced with PEG Equipment Grant funds.
- Carner reported that she received additional programming for broadcast on the public access channel from Glass House LLC, a grant recipient. Carner agreed to provide a link to the program for commissioners to view it.
- Carner also reported she spoke to Brianna Thompson from ArtForUs regarding her missed deadline to submit programming for compliance with terms of the grant. Thompson acknowledged.

Adjournment

- Upon a motion by Maloney, seconded by Guerrero Galvan, and 4-0 vote, the meeting adjourned at 4:46 p.m.