

**MINUTES OF CABLE TV COMMISSION MEETING**  
**September 5, 2012**  
**CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1**

**MEMBERS PRESENT:** Alan Vincent (chair), Jennifer Tigges (vice-chair), Pauline Maloney, Kevin Stevens, Ron Tigges, Sr. Carol Hoverman.

**MEMBERS ABSENT:** There is one vacancy on the Commission.

**OTHERS PRESENT:** Craig Nowack, City of Dubuque  
Jim Barefoot, Mediacom

Vincent called the meeting to order at 4:03 p.m.

**Acceptance of the Agenda**

Upon a motion by Maloney, seconded by Stevens, the agenda was accepted 6 - 0.

**Approval of the Minutes of July 18, 2012**

Upon a motion by Hoverman, seconded by Maloney, the Minutes were approved 6 - 0.

**Public Notice**

There was no public input.

**PEG Grant Agreements**

Hoverman suggested that "PEG Channels" be explained at the beginning of the letter rather than at the end. Maloney suggested removing "is appreciated" from the sentence requesting a response. Stevens moved to approve the letter with changes. The motion was seconded by RTigges and approved 6 – 0.

**Mediacom Cable Report**

Barefoot reported that the on-air server for the public access channels is down and in for repair. He then asked the Commission if they would consider a future grant request for funding for an air conditioning unit for the control room at the public access studio. He said it is extremely warm in that room and Mediacom's new a/c units do not keep up with the cooling needs of that room. RTigges suggested he talk with the building landlord to see if there are any options for cooling the room.

Barefoot raised the issue of old equipment that is being stored at Mediacom. RTigges thought that much of it would be unwanted, but some items may be able to be sold at a yard sale. Nowack said he would inquire about City policies for disposing of any equipment that might be City owned. Barefoot offered to provide a list for the next meeting and Nowack said he would make it an agenda item.

**Cable TV Report**

Nowack reported on recent and in-progress program production. He mentioned that they did the Labor Day Parade without the camera jib and thought the camera work was smoother. Each parade camera was ISO recorded in HD and he produced a Blu-Ray disc from those recordings. The HD parade looks so much better. As he works on his future initiatives as part of the budget process, he is going to propose originating CityChannel Dubuque in HD a few years from now. He reported that he is now exploring the possibility of upgrading the City's online video service to provide better quality video and accommodate mobile devices.

**Adjournment**

Upon a motion by Stevens, seconded by Hoverman, the meeting was adjourned at 4:44 p.m.