

**MINUTES OF CABLE TV COMMISSION MEETING**  
**May 2, 2018**  
**CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1**

**MEMBERS PRESENT:** Pauline Maloney (Chair), Ron Tigges, Jennifer Tigges (Vice-Chair), Kathy McMullen, Alan Vincent.

**MEMBERS ABSENT:** Sr. Carol Hoverman. One seat is vacant.

**OTHERS PRESENT:** Craig Nowack, City of Dubuque  
Jill Specht, Loras College  
Felicia Carner, Dubuque Community Schools  
Darin Dean, Mediacom

Maloney called the meeting to order at 4:06 p.m.

**Acceptance of the Agenda**

Upon a motion by Vincent, seconded by McMullen, the agenda was approved 5 - 0.

**Approval of the Minutes of April 4, 2018**

Upon a motion by Vincent, seconded by JTigges, minutes of the April 4, 2018, meeting were approved 4 – 0.

**Public Input**

There was no public input.

**PEG Funding Requests**

Specht presented a request for \$22,185 for replacement Cablecast and Carousel on-air servers for the Loras College access channel control room. She noted that both units were five years old and out of warranty. Nowack reminded the Commission of the large funding request in 2013 that provided new servers for the access origination sites and that all the servers purchased then are now due for replacement. JTigges moved to approve up to \$22,500 for this request. The motion was seconded by Vincent and approved 5 – 0.

Carner presented a request for \$27,710 for Dubuque Community Schools to purchase replacement Cablecast and Carousel on-air servers as well as some field production lights and wireless microphones. RTigges wondered if the lighting package included batteries to power the lights. It does not. Carner will investigate the battery options and perhaps provide another request for funding in the future. Vincent moved to approve up to \$29,000 for the request. The motion was seconded by JTigges and approved 5 – 0.

Nowack presented a request for \$22,000 for new Cablecast and Carousel on-air servers for the public access control room at Mediacom, as well as funding to convert the control room to digital. He and Video Producer Erich Moeller met last month with Dean and interim producer Fred Kalyke and determined that the aging analog control room should be converted to digital like the other access origination sites in Dubuque. Nowack stated that he and Moeller would work with Mediacom staff to install the servers and new routing system themselves. RTigges moved to approve up to \$23,000 for this request. The motion was seconded by McMullen and approved 5 – 0.

Nowack presented a request for \$20,500 for the City of Dubuque to do some audio and automation reconfiguring in the Media Room at the Historic Federal Building, and to replace the poorly performing recording decks. After using the new HD gear for 18 months, he and Moeller have identified some changes to the Cestron control panel that will allow them to better and more quickly change sources

that are fed to the projector and to air. He also detailed the problems they have encountered with the recording decks and are opting to utilize decks from a different manufacturer which should be more reliable. Vincent moved to approve up to \$20,500 for this request. The motion was seconded by McMullen and approved 5 – 0.

#### **Mediacom Cable Report**

Dean reported that at least one round of interviews has been done with a candidate for the public access producer in Dubuque, but that there are still a couple of rounds to go.

#### **Cable TV Report**

After updating the Commission on recently completed productions and those in the works, Nowack discussed an upgrade to the TV Control Room at City Hall Annex which he hopes to request funding for in June. The routing switcher now in use there is not big enough for the City's needs, and he has consulted with a television engineer he worked with in Chicago and Indianapolis. A larger routing switcher requires a system-wide sync generator and for the individual video sources to be timed to that sync signal. Nowack is working on a solution that he and Moeller can install themselves.

#### **Adjournment**

Upon a motion Vincent and seconded by RTigges, the meeting was adjourned at 4:56 p.m.