

**MINUTES OF CABLE TV COMMISSION MEETING**  
**March 6, 2019**  
**CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1**

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

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

**OTHERS PRESENT:** Craig Nowack, City of Dubuque  
Erich Moeller, City of Dubuque  
Craig Schaefer, Loras College  
Felicia Carner, DCSD  
Michael Lawrence, DCSD  
Nathan Ripperger, UD

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

**Acceptance of the Agenda**

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

**Approval of the Minutes of January 9, 2019**

Upon a motion by McMullen, seconded by RTigges, minutes of the January 9, 2019, meeting were approved 4 – 0.

**Dubuque Community Schools Presentation**

Carner & Lawrence thanked the Commission for the financial support over the years and played a short video showing some of their programming highlights from 2018. The Commission asked about student involvement in producing videos for the cable channel. Carner discussed some of the ways they are attempting to involve students, and Nowack pointed out some of the student productions originating at the schools, such as Roosevelt, Hempstead, and Sageville.

**University of Dubuque Presentation**

Nathan Ripperger thanked the Commission for their support and discussed some of the productions they do and some he hopes to do in the future. He noted that he has been an office of one since his supervisor left the University last fall.

**Public Input**

There was no public input.

**Funding Requests**

Schaefer presented a Loras College request for \$7000 to purchase a variety of production equipment. He noted the need for new wireless microphones since the FCC no longer permits the frequencies on which his current wireless mics operate. Also included in his request were some LED lights, batteries, and stabilizers for DSLR cameras. RTigges moved to approve up to \$7000 for the request. The motion was seconded by Maloney and approved 4-0.

Moeller presented a request for \$10,000 for the City of Dubuque to purchase an Inspire 2 drone package. He noted the Inspire 2 was more solidly built, has better collision avoidance technology, and is superior cinematically to the City's existing drone. McMullen moved to approve the request. The motion was seconded by Maloney and approved 4-0.

Moeller next presented a request for an upgrade to the 3D "lite" software that's included in Adobe After Effects post-production software. The upgrade will unlock many useful features that are not

currently available to him. Maloney moved to approve \$1650 for this request. The motion was seconded by RTigges and approved 4-0.

Nowack presented a request for \$3200 for an additional FS2 frame sync for the TV Control Room at City Hall Annex. He noted the need to have redundancy in the properly synchronized video sources they could put on air and indicated that if the City Council approves closed captioning in the Fiscal Year 2020 budget, a frame sync will need to be dedicated in order to pass the captions after their signal has been down converted to air on the cable system. RTigges moved to approve this request. The motion was seconded by McMullen and approved 4-0.

### **Mediacom Cable Report**

No one from Mediacom was present to give a report.

### **Cable TV Report**

Nowack discussed the stressful few days last month when the City's routing switcher failed and they were unable to air any video programs for a couple of days. He noted that the router they ordered last June had finally arrived and they worked hard to get the new router installed and properly configured. He also mentioned that the City Manager has recommended that his improvement package for closed captioning is being recommended for FY2020.

Looking ahead, Nowack said the Commission's annual goal setting as requested by the City Council will be on the April agenda. The Commission also requested that he look into scheduling the May Commission meeting at Loras College.

### **Adjournment**

Upon a motion by RTigges, seconded by McMullen, the meeting adjourned at 5:13 p.m.