

## **MINUTES OF CABLE TV COMMISSION MEETING**

**May 12, 2021**

### **VIRTUAL MEETING**

**MEMBERS PRESENT:** Pauline Maloney (Chair), Jennifer Tigges, Ron Tigges

**MEMBERS ABSENT:** Alan Vincent, Garrett Heidenreich

**OTHERS PRESENT:** Randy Gehl and Erich Moeller, City of Dubuque

- Maloney called the meeting to order at 4:45 p.m.

#### **Acceptance of the Agenda**

- Upon a motion by RTigges, seconded by JTigges, the agenda was accepted by a vote of 3 - 0.

#### **Approval of the Minutes of Jan. 8, 2020**

- Upon a motion by JTigges, seconded by RTigges, minutes of the March 10, 2021, meeting were approved 3 - 0.

#### **Oath of Office**

- Commissioners acknowledged that JTigges recited and signed the oath of office before the meeting began (witnessed by RTigges, Maloney, and Gehl).

#### **Public Input**

- There was no public input.

#### **PEG Funding Request for City Council Chambers Upgrade**

- Maloney asked Gehl to summarize the City's funding request. Gehl explained the funds will be used to add videoconferencing functionality to the City's existing AV/broadcast system in the City Council Chambers and conference room in the Historic Federal Building. The need for this functionality was realized and emphasized during the virtual city council meetings held throughout the pandemic. The equipment purchased will enable virtual/remote meeting participants to participate by audio AND video and the meeting broadcasts will feature the virtual meeting platform stream, showing all participants and shared presentations and videos. The proposal/estimate from the vendor was discussed and Gehl noted the vendor (Conference Technologies Inc.) was chosen because they designed and have previously upgraded the existing system in the Historic Federal Building. The proposal cost was \$9,771.50 and included two options for recommended service agreements, of which Gehl said he was recommending the lower – two additional years for \$800.85 so the total cost for CTI's proposal was \$10,572.44. The proposal also stated the need for an additional computer in the media control room to facilitate the added functionality. Gehl said he did not expect that cost to exceed \$2,400, based on the City's estimated replacement costs for desktop computers and peripherals, bringing the estimated project total to \$12,972.44. Following commissioner discussion on how to best include the estimated cost for the computer, RTigges

amended his original motion and moved to recommend the purchase be funded with PEG Support funding to not exceed \$13,000. JTigges seconded the motion. Motion passed 3-0. Gehl said the recommendation would be on the May 17 City Council agenda and, if approved, the goal would be to have the project completed by early July.

### **Other**

- Maloney asked Gehl if he had additional information on the commissioners' questions about potential future flexibility in the use of PEG Support funding. Gehl said he had initial feedback from the City Attorney's Office which indicated the funds were limited to support of programming for PEG channels. Gehl said he wished to have additional discussions with the City Attorney's Office staff before discussing the issue further and said he would do so and be prepared to provide a more in-depth update at the next commission meeting.

### **Next Meeting**

- The tentative date for the next meeting was set for 4:30 p.m. on Wednesday, June 16.

### **Adjournment**

- Upon a motion by RTigges, seconded by JTigges, and 3-0 vote, the meeting adjourned at 5:13 p.m.