



136 N. MONROE STREET, WATERLOO, WI 53594  
PHONE (920) 478-3025  
EMAIL [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)  
FAX (920) 478-2021

**CATV REGULATORY BOARD  
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING  
136 N. MONROE STREET  
July 14, 2021 at 6:00pm.**

Join Zoom Meeting:

<https://us02web.zoom.us/j/84596862191?pwd=RURkUTI5VHJhY3Rya0xPd0V3QnJqUT09>

Meeting ID: 845 9686 2191

Passcode: 091436

Dial by your location: +1 312 626 6799 US (Chicago)

Meeting ID: 845 9686 2191

Passcode: 091436

1. **Call to Order and Roll Call** Laura Cotting made a motion to call the meeting to order around 6:00 PM. Roll call Laura Cotting, Eric Rhynes, Kate Lewandowski, also present City Administrator Mo Hansen, Director Jesus Burgos, and Videographer /Programing Technician Lacey Viloría.
2. **Approval of Previously Unapproved Meeting Minutes from June 9, 2021.** Eric Rhynes made a motion to approve the CATV Board meeting notes from June 9, 2021. Cotting seconded. Motion was carried to approve the June 9, 2021.
3. **Citizen Input**  
CATV videographer Bill Sheer provided his input on difficult situations we run into as a videographer. He invited the CATV Board to join us on a ride along to see set up and the process.
4. **Directors report** Jesus discussed the operation of both stations running fine. He continues to train the technicians in CATV. Children's programing is being added to CATV. Two new programs were identified that are geared toward children that are both funded from PEG. There is another program in Spanish that is being looked at. Jesus discussed that he is still working on the switch. He is doing his best to find the right one and make it as cheap as possible.
5. **New Business**  
Cotting made a motion to reorder the meeting agenda to begin with item 6C up to the place of item 3 and item 4. Rhynes second the motion. Motion was carried.

A- CATV 2022 Budget Approval.

Rhynes discussed to not continue a payment for item 298 in the budget. During the meeting, everyone was looking at different sheets. Rhynes clarified which document was used to approve the budget in 2020 for 2022. Mo Hansen indicated that the June 10, 2021, budget deliberation is for capital planning and would not be going over operations of any of the funds. The 2022 budget submitted was reviewed. Mo Hansen shared a treasure's report with the expenses on monthly bases. This is posted on the municipal website that is easily accessible. He reviewed revenues that have been received to date. Video service aid comes from the state. The franchise fee comes in on a quarterly basis. Interest on temporary investments. Dollars that the Cable fund has. Donations reflects the Viloría donation. Transfer fund balance is applied. There is \$800.00 budgeted. The expenses are reflected on two pages in the monthly treasurer's report. The final sheet discussed was the balance sheet that is adjusted annually as of 01/01/21. Motion was made to move the budget discussion to August. Lewandowski second. Motion was carried to move the budget discussion to August.

B-

C-Confidential Employee Matter: **Closed Session**

At 6:38 PM, Cotting made a motion to adjourn the closed session. Rhynes seconded. A motion was carried to adjourn the closed session.

Rhynes made a motion to continue CATV board meeting open session at 6:39 PM. Cotting Second. Motion was carried to return to open session at 6:39 PM.

**6. Unfinished Business**

A-Waterloo Businesses: Dale was taking care of this. He is not present and will discuss next meeting.

B-School District partnership project- there is nothing to add at this point.

C- Interns.

Cotting discussed a marketing intern and station intern for Fall 2021. There were concerns about the application that needed changes. Cotting made a motion to approve the current internship application. The motion was seconded by \_\_\_\_\_. Motion was carried.

**7. Future Agenda Items and Announcements**

Laura will be out of state for the rest of July. She will have access to the internet if there is an emergency.

Next Meeting August 11, 2021, at 6:00 PM.

**8. Adjournment** Cotting made a motion to adjourn the CATV board meeting. Rhynes seconded the motion. A motion was carried to end the June 9, 2021, CATV board meeting.

Jesus Burgos  
WLOO Coordinator/Director

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.