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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
August 6, 2020
5:00 p.m.**

1. **Call to Order and Roll Call.** Laura Cotting called the meeting to order at 5:00 p.m. CATV board members present Laura Cotting, Eric Rhynes and Dale Van Holten, CATV Director Jesus Burgos was also present along with the City Clerk/Treasurer Mo Hansen.

2. **Approval of Previously Unapproved Meeting Minutes from July 30, 2020**

Motion: Moved by Dale Van Holten to table minutes because the minutes were not available because of switch from Cisco Webex to Zoom virtual meeting systems. Seconded by Eric Rhynes. **Voice vote:** Approved.

3. **Citizen Input**
None

4. **Director's Report**

Jesus Burgos mentioned that he had his second covid test after being quarantined for fourteen days and tested negative, so he will be back to work on the following Monday. The video conversion was all done and now they were going to continue to upgrade programming with all new programming. Jesus also mentioned that the new local program that they were working on with Rafael and Lassie Viloria from Marshall WI has been delayed because his health situation. We are meeting with the Viloria's on the following Monday to get the final touches on the program. The program will consist of religious music and messages, along with interviews with local Latin leaders from Jefferson County and community leaders from Milwaukee and Madison, WI. Laura asked the director how we were doing with working hours of the Director and the videographers. Jesus Burgos mentioned that his hours were over by about 1000 to date and the videographers were up to date. Jesus added that his hours were over because of the new installation to HD and that the videographers were now helping out so that will add hours and also, we started working on a commercial for the city that promoted the sale of lots in Treyburn Farms. Laron Davis was helping with that and Jesus was going to work on the editing. Laura Cotting mentioned that the board should have been informed of this because our man hours were being used to produce a commercial for the City. Dale Van Holten added that the City had to go through the Cable Board for the use of our man hours because it has to do with our budget. Eric Rhynes asked if we can bill the city for the hours worked and Laura Cotting answered yes and suggested that we submit a bill. Laura Cotting suggested that Jesus should track the hours and submit an invoice to the city. Jesus mentioned that he would follow up on tracking the hours and submitting an invoice.

5. **New Business**

WLOO/CATV Cable Budget 2022.

Laura Cotting mentioned that she was communicating with the School Board members with the idea of working in partnership with CATV and their reactions were very positive. She pointed out, since we are tasked on coming up with a five-year plan including the 2022 budget, good planning was having some longer-term goals, showing measured progress to obtaining those goals. Laura asked the board members if they felt that this was a worthy goal and they all agreed. Jesus continued with the run down of the 2022 out-year report. Jesus started reading the different rundown reports and was questioned by Laura Cotting on the CATV Salary of the Coordinator if the board agreed upon a 2% raise as well for the videographer's positions. Jesus explained that the current budget for the videographer's position was upgraded from 12,448.00 for casting the need for another videographer position that could also run CG graphics during sport events. In the web hosting account Mo Hansen clarified

that the webhosting for 2021 was taken down to 0 and for 2022 it would remain the same because webhosting was shifting over to the general fund. In the CATV Outlay Laura had a question about having some funds available because of possible live streaming cost. Jesus mentioned that he had it at 0 but that it would be a good idea to have extra funds available for live streaming but at this moment he could not give an amount because it was not possible to communicate with Leightronix because of the Covid Virus pandemic. Laura Cotting suggested that we leave at least 2000.00 in the outlay since we have the idea of a partnership with the School District and the other board members agreed. Laura Cotting read through the entire budget just to double check and entertained a motion to approve the 2022 budget. **Motion:** Moved by Eric Rhynes seconded by Dale Van Holten. **Voice Vote:** Approved.

5. Future agenda items and announcements.

Next meeting August 27, 2020 at 1pm.

6. Adjournment. Motion: Moved by Eric Rhynes, Seconded by Dale Van Holten. **Voice vote:** Motion carried.

Attest:

Jesus Burgos
WLOO Coordinator/Director