



136 N. MONROE STREET, WATERLOO, WI 53594  
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**CATV REGULATORY BOARD  
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING  
136 N. MONROE STREET  
August 11, 2021, at 6:00pm.**

Join Zoom Meeting:

<https://us02web.zoom.us/j/87494405719?pwd=bUw5SWIvVWxOMlN5cGJBVj14OWdlZz09>

Meeting ID: 874 9440 5719

Passcode: 453542

Dial-in by Phone +1 312 626 6799 US (Chicago)

Meeting ID: 874 9440 5719

Passcode: 453542

- 1. Approval of Previously Unapproved Meeting Minutes from March 10, 2021**
- 2. Citizen Input.**
- 3. Director's report.**
- 4. New Business.**
  - A- CATV 2022 Budget Approval**  
Increase of Station Director Hours from ½ to ¾ time  
Per Diem for Employees using personal vehicles.  
Final approval of Budget Submittal.
  - B- Station Director Job Description.**
  - C- Format for CATV Board Meeting Minutes.**
  - D- Review Employees Handbook.**  
[www.waterloowi.us/sites/g/files/vyhlf6041f/uploads/employeehandbookapproved04-01-2021amendments.pdf](http://www.waterloowi.us/sites/g/files/vyhlf6041f/uploads/employeehandbookapproved04-01-2021amendments.pdf)
- 5. Unfinished Business.**
  - A- Waterloo Business.
  - B- Waterloo School District Partnership Projects.
  - C- Internship Project
- 6. Future Agenda Items and Announcements.**  
Next Meeting, September 8, 2021 a 6:00 pm
- 7. Adjournment Motion:**  
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.

GeneralLedgerPeriod.ID = 451 & GLBudget.ID = 79

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
200-43-4363-000	VIDEO SERVICE AID 8/9/2021 Mo Hansen	1-Dept	6,452.54	0.00	8,065.67	8,065.67	4,068.94	0.00
	Carried forward from prior year							
200-44-4450-000	CABLE TV FRANCHISE FEES 8/9/2021 Mo Hansen	1-Dept	42,442.00	0.00	8,816.53	42,442.00	39,393.53	42,507.00
	Carried forward from current budget year							
200-46-4612-000	SALES OF MAT & SUPPLIES	1-Dept	0.00	0.00	0.00	0.00	0.00	200.00
200-46-4620-000	WEB-SITE MEMBERSHIP FEE	1-Dept	0.00	0.00	0.00	0.00	0.00	950.00
200-48-4810-000	INT ON TEMP INVESTMENTS	1-Dept	3,500.00	0.00	50.07	3,500.00	818.40	4,025.00
	\$850 is projected estimate given rates							
200-48-4850-000	DONATIONS - PUBLIC	1-Dept	0.00	0.00	2,000.00	0.00	0.00	0.00
200-49-4920-000	TRANSFER FROM GENERAL FUND	1-Dept	0.00	0.00	0.00	0.00	0.00	0.00
200-49-4930-000	TRANSFER-FUND BALANCE APPLIED	1-Dept	13,334.46	0.00	0.00	800.00	0.00	31,966.00
	As of 8/9/2021 revenues were less than expenditures by 13,334.46, therefore that amount is taken from assigned/reserves so total revenues = total expenditures							
200-55-5560-110	CATV WLOO SALARY COORDINATO 8/9/2021 Mo Hansen	1-Dept	19,890.00	0.00	20,318.40	19,500.00	31,819.10	19,000.00
	+2% per 9/9/2020 Board minutes							
200-55-5560-120	CATV WLOO WAGES VIDEO/ASSIS 8/9/2021 Mo Hansen	1-Dept	17,000.00	0.00	9,742.30	13,000.00	10,078.50	12,488.00
	Per JB							
200-55-5560-122	CATV WLOO WAGES ANNOUNCER 8/9/2021 Mo Hansen	1-Dept	1,000.00	0.00	0.00	0.00	0.00	0.00
	New for 2022; pay rate = \$100 per event; per JB							
200-55-5560-151	CATV WLOO SOC SEC 8/9/2021 Mo Hansen	1-Dept	2,899.00	0.00	2,143.81	2,487.00	3,055.14	2,408.83
	\$37,800 in wages x 0.0765							
200-55-5560-152	CATV WLOO RETIREMENT	1-Dept	1,341.00	0.00	1,402.82	1,632.00	2,266.37	1,600.00

## CITY OF WATERLOO

## All Accounts Budget

GeneralLedgerPeriod.ID = 451 &amp; GLBudget.ID = 79

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Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
200-55-5560-153	CATV WLOO HEALTH INS	1-Dept	4,276.00	0.00	2,740.16	4,697.40	4,275.84	4,275.84
200-55-5560-154	CATV WLOO INCOME & LIFE INS	1-Dept	275.00	0.00	189.71	190.00	262.20	170.00
200-55-5560-298	CATV WLOO WEB HOSTING	1-Dept	0.00	0.00	0.00	0.00	0.00	1,826.00
200-55-5560-320	CATV WLOO VIDEO TAPE/PROG	1-Dept	1,938.00	0.00	2,831.54	1,938.00	1,057.23	421.00
200-55-5560-321	CATV WLOO DUES & MEMBERSHIP	1-Dept	1,205.00	0.00	419.00	1,205.00	419.00	1,205.00
200-55-5560-350	CATV WLOO SUPPLIES	1-Dept	800.00	0.00	50.70	800.00	707.95	800.00
200-55-5560-354	CATV WLOO REP & MAINT EQUIP	1-Dept	1,500.00	0.00	53.74	1,500.00	934.80	1,500.00
200-55-5560-360	CATV WLOO MOBILE PHONE	1-Dept	0.00	0.00	0.00	0.00	0.00	0.00
200-55-5560-380	CATV WLOO COMPUTER SUPPLIES	1-Dept	1,064.00	0.00	832.98	1,064.00	1,887.13	1,500.00
200-55-5560-399	CATV WLOO MISC	1-Dept	2,800.00	0.00	28.48	2,800.00	0.00	0.00
200-55-5560-510	PROPERTY INSURANCE	1-Dept	41.00	0.00	11.00	41.00	130.66	143.00
200-55-5560-511	WORKER'S COMPENSATION	1-Dept	0.00	0.00	0.00	0.00	0.00	0.00
200-55-5560-512	LIABILITY INSURANCE	1-Dept	0.00	0.00	6.00	0.00	5.42	0.00

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Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
200-55-5560-521	CYBER INSURANCE	1-Dept	0.00	0.00	297.87	0.00	0.00	0.00
200-55-5560-730	CATV WLOO SCHOLARSHIP	1-Dept	500.00	0.00	0.00	500.00	0.00	500.00
200-55-5560-732	CATV WLOO INTERNSHIP	1-Dept	3,000.00	0.00	0.00	0.00	0.00	0.00
	8/9/2021 Mo Hansen							
200-55-5560-810	CATV WLOO OUTLAY	1-Dept	2,000.00	0.00	520.63	0.00	7,178.44	15,000.00
	8/9/2021 Mo Hansen							
200-59-5936-001	TRANSFER TO GENERAL FUND	1-Dept	4,200.00	0.00	0.00	4,200.00	4,200.00	0.00
			0.00	0.00	(22,656.87)	(746.73)	(23,996.91)	16,810.33

New for 2022; per prior cable board meeting; two internships (a) marketing, and (b) video technician  
 For cabling at School; per Aug 6, 2020 Board minutes