

**MINUTES OF CABLE TV COMMISSION MEETING**  
**July 11, 2018**  
**CITY HALL ANNEX – 1st FLOOR CONFERENCE ROOM #1**

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

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

**OTHERS PRESENT:** Craig Nowack, City of Dubuque  
Jason Burds, City of Dubuque  
Darin Dean, Mediacom

Maloney called the meeting to order at 4:02 p.m.

**Acceptance of the Agenda**

Upon a motion by JTigges, seconded by Vincent, the agenda was approved 5 - 0.

**Approval of the Minutes of June 6, 2018**

Upon a motion by Vincent, seconded by McMullen, minutes of the June 6, 2018, meeting were approved 5 – 0.

**Public Input**

There was no public input.

**PEG Fund Requests**

Nowack presented a request on behalf of the City of Dubuque for \$30,200 to upgrade and expand the digital routing system in the TV Control Room at City Hall Annex. The 12 x 12 router now in use is not sufficient for the City's needs, and a larger system requires that individual video sources be synchronized to function properly. This request encompasses a sync generator, several frame synchronizers, a piece of test equipment to accomplish the goal. The test equipment will allow Cable TV staff to do the installation and deal with any future technical issues without having to schedule and wait for a service technician from out of town. A second component of this project is creating a separate network for the Cable TV gear to facilitate the configuration of the individual video components. Burds was present from the City's Information Services Department to discuss the need for and implementation of this network. Upon a motion by Vincent, seconded by McMullen, the request was approved 5 – 0.

Nowack presented a separate request for \$315 for an Airband radio that will allow Cable staff to monitor air traffic communications at Dubuque Regional Airport and provide the control tower there with their location while flying the Cable TV drone over the Southwest Arterial project corridor which lies wholly in the restricted airspace of the airport. The airport tower chief requested that the City have such a radio. Upon a motion by JTigges, seconded by RTigges, this request was approved 5 -0.

**Council Goal Setting**

The Commission reiterated their support for the submissions they drafted and approved at the June 6, 2018, meeting.

**Mediacom Cable Report**

Dean reported that a replacement for Jim Barefoot has been hired. He also discussed an extensive upgrade to the local physical plant in terms of updated firmware for their TiVo boxes, new backup power supplies to keep their system running during power outages, and automatic leak detectors now in most of the Mediacom trucks that are out in the community performing service calls.

**Cable TV Report**

Nowack informed the Commission that the new Mediacom servers and routing gear will be installed tomorrow. He also reported that the City has finally received the authority from the FAA they need to fly over the Southwest Arterial project corridor which is in restricted airspace. They have purchased a small 360-degree powered tripod component that allows them to do moving time lapse recordings with a GoPro camera, something they will use for an upcoming traffic video project.

**Adjournment**

Upon a motion by JTigges, seconded by Vincent, the meeting adjourned at 4:39 p.m.