

CITY OF MONONA
Cable TV
Broadband Telecommunications Citizens Commission
Thursday, May 26, 2011
MINUTES

Commissioners Present: Chair Dennis Kugle, Linda Hoelzel, Lindsay Wood Davis, Susan Manning, Bob Miller

Commissioners absent: David Kinsler, Paul Meyer, Greg Percy

Staff Present: Media Coordinator Andrew Hagen

Guests Present: Eric Redding

Chairman Kugle called the meeting to order at 6:05 P.M.

Minutes of the March 29, 2011 were approved with a motion from Commissioner Davis, and a second from Commissioner Hoelzel. Minutes approved unanimously.

Appearances: There were no appearances.

Old Business

Chairman Kugle asked Mr. Hagen to review Old Business items for new committee members.

a. LPFM Application

Mr. Hagen reviewed how the commission set up a sub-committee and got approval from the Council to apply for an application if and when the FCC permits new LPFM applications. Commissioner Davis told the committee the FCC will first do a study of available FM frequencies, which would probably take 3 months and start later this year. Once the study was complete, the FCC would accept applications probably in 4th quarter 2011 or 1st quarter 2012. Chair Kugle asked if the application should be a joint application with other Monona Groups. Commissioner Davis said keeping the application as simple as possible would be usually best with the FCC. Davis added the recent tornado in Joplin MO, demonstrates how a LPFM system could be used to warn people or provide a means of communication after cable and internet systems are damaged.

b.Database of Monona Residents/Notification System

Mr. Hagen reviewed how the commission had been discussing the importance of a database which would work with new forms of communication as they become available. Mr. Hagen noted the city has a GIS system that is great at organizing, but doesn't have an interface with communication systems. Chair Kugle told the commission that his business sets up, and has a system for employees that can send information quickly. Mr. Kugle said he would talk to Dan Stephanie about if the GIS system can be integrated with other programs. Commissioner Davis noted that video services like Netflix now use up to 35% of the bandwidth at night, after only a few years of operation. The advantage of a database would be to avoid a single technology trap, when new services grow that quickly.

c.2015 Capital Budget-Video Server

Mr. Hagen review the budget process and noted how the Cable TV department is a little different the other departments. His 5 year plan is for replacement and backup programs. Mayor Miller said Mr. Hagen should consider using the budget to expand the Media Room instead of redundant backups like an extra studio camera.

New Business

a.2011 Commission Work Plan and Schedule

The commission discussed various dates and times for future meetings, and agreed to meet on the 4th Tuesday of the month at 6:00 pm. Meetings will return to the Library to avoid conflicts with the CDA. The next two meetings will be 6/28/11 and 7/26/11.

The commission reviewed Commissioner Davis's goals from 2010 and agreed to use them as an outline for the next few months. Chairman Kugle asked Mr. Hagen to add updates on the agenda under miscellaneous business.

Miscellaneous Business

Mr. Hagen reported on recent projects, including planning for Memorial Day Parade and Graduation. The Department was getting ready for the summer, which includes an YPTV class, and maintenance projects.

Adjournment. Commissioner Davis moved for adjournment and was seconded by Commissioner Hoelzel. Motion passed unanimously. Meeting adjourned at 7:15 P.M.

The next meeting will be June 28, 2011.