

**Minutes**  
**Waverly Cable/Telecommunications Commission**  
**Wednesday, October 11, 2006**  
**City of Waverly Conference Room (Administration Office)**  
**12 P.M.**

**Commission Members Present:** Paul Wright (term expires Feb. 1, 2008), Linda Schrage (term expires Feb. 1, 2010), Donna Kay Oberheu (term expires Feb. 1, 2007), Tara Harn (term expires Feb. 1, 2011), and Gary Grace (City Council Liaison).

**Commission Member Not Present:** Brent Matthias (term expires Feb. 1, 2011).

**City of Waverly Staff Present:** Dick Crayne, Jo Raap, Tab Ray, Brad Biermann and Intern Josh Zisoff.

**Minutes:** Commission members reviewed the minutes.

Moved By: Schrage

Seconded By: Oberheu

Yes: 4

No: 0

Absent: 1

**New Business:**

- A. Review proposals and approve bid for audio/visual broadcasting equipment or the Council Chambers and Civic Center:** Ray and Biermann presented information about the Civic Center AV Upgrades. Background information about the project follows: In 2005, an evaluative study was done to look at options for updating the Civic Center building after 14 years of use. The report included adjusting office areas for more efficiency, adjusting storage areas, and remaking areas that currently were underutilized. One of the suggestions from the report was in upgrading the AV system in the Council Chambers, having the ability to televise from the Civic Center rooms, moving the broadcasting controls from the hall to a control room to broadcast meetings and events, and incorporating an electronic voting system. Funds were budgeted in the 06-07 City Budget from Cable Franchise fees. The total budgeted was \$72,000. The City of Waverly received four proposals from three companies by the October 5 deadline. Total cost of the proposals ranged from \$48,618 to \$106,801. Any proposal approved will also mean some physical adjustment to the Civic Center storage and kitchen areas. The approximate costs of \$61,000 were budgeted in the hotel motel tax fund. Biermann is still waiting for bids for the Civic Center renovations that would allow the new equipment to be installed and utilized efficiently. After discussion and sharing suggestions with staff, it was decided that a recommendation would not be made to Council until additional details are available.
- B. Discussion of City Public Forum:** The Public Forum is scheduled for Tuesday, October 17, 7 p.m. in the City Council Chambers. Crayne and Raap

have supplied the Public Forum information to the Waverly Newspaper, Y99.3, and Cable Channel 10. Mediacom representatives have also confirmed that they will attend the Public Forum. The Cable Commission discussed the three areas that can likely be negotiated with Mediacom: service boundaries, response time and franchise fees (currently at 3%, but can go up to 5%).

**Next Meeting:** Wednesday, November 15, 2006, 12 P.M. at Waverly City Hall.

The meeting was adjourned.

Respectfully Submitted,

Tara Harn