

Minutes  
Communication Committee  
January 19, 2005

Please note: Minutes are unofficial until approved by the Communications Committee at the next regularly scheduled meeting.

Members Present: Aldermen Harenda, Gallagher and Hopkins. Citizen member Dave Broker

Excused: Michael Passineau

Others Present: Mayor Wysocki, Mike Holzinger, Director of Finance/Administration, Sue Schaefer, Information Technology Director, Marilyn Gauger, City Clerk, Mark Blum, City Attorney and Scott Leonard – vendor.

Alderman Harenda called the meeting to order at 5:07 p.m.

Minutes:

Minutes of the September 23, 2004 meeting were read and will be placed on the next agenda.

Chairman Harenda deviated from the agenda to gather information from Scott Leonard, vendor from Professional Audio Design.

Old Business:

Audio/Visual RFP Award – Sound System Recommendation:

Mike Holzinger explained what the five (5) vendors submitted cost wise and Scott Leonard of Professional Audio Design explained what was involved in the various options in their proposal.

The Committee members discussed the options one by one:

**Equipment:**

Motion by Alderman Hopkins to approve the equipment that replaces the Sound System using the existing mics in the amount of \$19,820.00. Seconded by Dave Broker and carried unanimously.

**Option 1 Equipment To Schedule Programming**

It was decided to get updated number regarding the cost and to keep option on the table.

**Option 2 Feed Video From Power Point to Cable and Projector**

Motion by Alderman Gallagher to approve this option in the amount of \$5003.33 Seconded by Dave Broker and carried unanimously.

**Option 3 Replacing Voting Board**

The Committee decided to leave this option on the table and directed staff to get updated quotes on the cost of putting in new wires.

New Business:

Renewal of Time Warner Cable Contract

City Attorney Mark Blum explained that the contract expires on April 25, 2007 but that there was now a Notice Of Renewal from Time Warner. We will need to get a proposal from Time Warner and we will need to schedule a Public Hearing on the contract in the future.

In the meantime the Communications Committee will need to start evaluating the current performance of the contract we now have and think about what Time Warner can do for us in the future.

The Communications Committee members also need to review the current contract.

This item will remain on the table.

Select a Permanent Monthly Meeting Date

The Committee members agreed that the Communications Committee will meet regularly on the 3<sup>rd</sup> Wednesday of each month at 5:00 PM.

Review City of New Berlin policy for allowing public usage of Council Chambers for meetings, this includes use of AV equipment and broadcasting

The Committee discussed the problem of having political groups use the Council Chambers, including the audio visual equipment.

The Committee will review the current policy and may consider clarifying the policies. These will remain on the table.

Old Business (cont'd):

Review/requirement of a City Public Access Channel

The Committee discussed having a Public Access Channel. Sue Schaefer explained that having such a channel was costly and problematic since we do not have equipment to run such a channel. The City of West Allis has a major investment in a building and equipment for their channel and if there was an agreement between the two cities for New Berlin to use this channel, that West Allis would want to recover some of their expense.

City Attorney Mark Blum indicated that there was no requirement to dictate that we have such a channel.

Chairman Ken Harenda said that he would discuss this further with Mayor Wysocki and they would decide whom to contact in West Allis to discuss this further.

Networking of City Structures

The Committee decided to discuss this item with Time Warner in connection with the next contract. The item will remain on the agenda.

Review / Discussion of Previous Committee Actions

Leave on the table.

Responsibilities of the Communications Committee/Structure/By-Laws

Leave on the table.

***Next Meeting: Wednesday, February 16, 2005 at 5:00 PM.***

Adjourn

Motion by Dave Broker to adjourn at 6:25 PM. Seconded by Alderman Hopkins and carried unanimously.

Respectfully submitted,

John Hopkins, Alderman  
Committee Member