

Minutes  
Communication Committee  
August 26, 2004

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

Members Present: Aldermen Harenda, Hopkins, and Gallagher, Citizen members Dave Broker and Michael Passineau

Others Present: Mayor Wysocki, Mike Holzinger, Director of Finance/Administration, Sue Schaefer, Information Technology Director, Marilyn Gauger, City Clerk, and Bob Schulpus, Building Maintenance Manager

Alderman Harenda called the meeting to order at 4:45 p.m.

New Business:

Election of Committee Chairman:

Motion by Alderman Hopkins to elected Alderman Harenda as Committee Chairman. Seconded by Citizen member Broker, and approved unanimously.

Appointment of Secretary:

Motion by Chairman Harenda to elect Alderman Hopkins as Committee Secretary. Seconded by Citizen member Broker, and approved unanimously.

Review of Committee Previous Actions and discussion of responsibilities:

Chairman Harenda commented on previous committees and actions, and what the duties and responsibilities of the committee currently are by Common Council action. There was general discussion concerning the directions given to staff at the last committee meeting.

Cable Contract Update:

Chairman Harenda requested information concerning the cable contract.

Old Business:

Audio/Visual RFP Award – Sound System Recommendation:

Mike Holzinger commented about the directions given at the last committee meeting and the development of an RFP. The RFP requested cost estimates for four options per the directions given by the committee. The options were for replacing/repairing the current sound system; equipment to schedule programming; video feed for PowerPoint presentations directly to cable; and to replace the voting board system. He stated that the City received five responses to the RFP and following staff evaluation, the staff recommends that a contract not to exceed \$56,691 be awarded to Professional Audio Design, Inc. for all four options. There was general discussion about the proposals and what was necessary to repair the council chambers sound system to eliminate the feedback problems and the need for the other options.

Staff was directed to provide copies of the five proposals to the committee members and to schedule Professional Audio Design, Inc. to make a presentation at the next committee meeting.

Discussion of Review/Requirement of a City Public Channel:

Sue Schaefer commented about the material provided at the last committee meeting and the discussions. West Allis Community Media Center was interested in working with New Berlin. However, the WACMC board would need to approve, as well as the West Allis common council. The committee directed Sue Schaefer to request WACMC make a presentation at the next committee meeting.

Networking of City Structures-Fiber Optics-Time Warner Contract:

Sue Schaefer commented about the City's current network and the meetings/discussion with Time Warner about the contract concerning networking. There was general discussion about the contract and about the City and the New Berlin school district.

Motion by Alderman Hopkins to adjourn at 6:00 p.m. Seconded by Alderman Gallagher, and approved unanimously.