



136 N. MONROE STREET, WATERLOO, WI 53594  
PHONE (920) 478-3025  
EMAIL [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)  
FAX (920) 478-2021

**CATV REGULATORY BOARD  
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING  
136 N. MONROE STREET  
SEPTEMBER 10, 2014  
5:00 p.m.**

**1. Call to Order and Roll Call**

Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Steve Battenberg, Laura Cotting and Dale Van Holten. Others present: CATV Director Jesus Burgos, Mark Hurley of Hurley Computers and City Clerk Mo Hansen.

**2. Approval of Previously Unapproved Meeting Minutes**

**Motion:** Moved by Laura Cotting, seconded by Dale Van Holten to approve the minutes from March 25, 2013.

**Voice vote:** All yes. Motion carried.

**Motion:** Moved by Laura Cotting, seconded by Steve Battenberg to approve the minutes from the March 18, 2013 closed session. **Voice vote:** All yes. Motion carried.

**Motion:** Moved by Laura Cotting, seconded by Dale Van Holten to approve the minutes from August 13, 2014.

**Voice vote:** All yes. Motion carried.

**3. Citizen Input**

Mark Hurley was present at the meeting to present a complaint about Green Leaf not meeting the requirements of not having the experience of working in the past with at least three municipalities for the upgrade of the City of Waterloo Website. The board mentioned that they had gone through this in the past and that the decision was made based on the experience that Green Leaf had with other nonprofit entities that they had worked with and that Hurley Computers was not considered since they never submitted a bid to the board for consideration.

**4. Directors Report**

Jesus Burgos reported on the status of the new Latino program that was in the works with Gregorio Ayala. According to Jesus the process was moving slow and that he would continue to keep CATV board members informed.

Jesus also reported on his idea of writing up a proposal for recording the local schools graduation events in order to sell copies to interested parents to create funds for CATV. Laura Cotting suggested that the proposal also be directed to Marshall High School.

Jesus also reported the former director of CATV, Brennon Hechimovich, showed interest in working as a videographer/editor on an on-call basis. The Board agreed and mentioned that he would be a good asset to have on call.

**5. Unfinished Business**

**A. Web Site Upgrade**

Mo Hansen reported on the website upgrade. The board agreed to send it through with minor changes. **Motion:** Dale Van Holten moved, seconded by Laura Cotting to approve the current mockup format that was presented by Green Leaf for the new website upgrade. **Voice vote:** All yes. Motion carried.

## **B. 2015 CATV Budget Submittal**

Jesus Burgos presented a budget submittal that included a raise of \$3,000.00 to acct. #200-55-5560-120 for the creation of local Latino programming. In addition \$5,000.00 was added to acct. #200-55-5560-298 for the purpose of mapping and upgrading the website. Laura Cotting suggested that an amendment should be made with the idea of having the funds available for the upgrade of the website in 2014.

**Motion:** Dale Van Holton moved, seconded by Laura Cotting to amend the 2014 budget to the amount of \$5,000.00, which would be added to acct. #200-55-5560-298. **Roll Call Vote:** Ayes - Steve Battenberg, Laura Cotting and Dale Van Holten. Noes – none. Motion carried.

**Motion:** Laura Cotting moved, seconded by Dale Van Holten to approve the submitted budget with noted changes. **Roll Call vote:** Ayes - Steve Battenberg, Laura Cotting and Dale Van Holten. Noes – none. Motion carried.

## **6. New Business**

None.

## **7. Future Agenda Items and Announcements**

New meeting was set for October 22 with a follow-up on the website upgrade and commission agreement.

## **8. Adjournment**

**Motion:** Moved by Laura Cotting, seconded by Dale Van Holten to adjourn. **Voice vote:** All yes. Motion carried.

Jesus Burgos  
WLOO Coordinator/Director