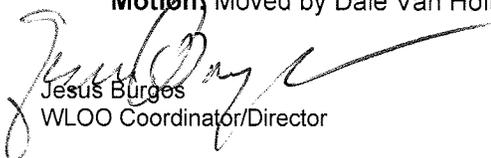




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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
OCTOBER 18, 2016
5:00 p.m.**

1. **Call to Order and Roll Call.** Steven Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Steven Battenberg, Shannon Koele and Dale Van Holten. Others present: CATV Director Jesus Burgos and Waterloo City Clerk Mo Hansen.
2. **Approval of Previously Unapproved Meeting Minutes.** **Motion:** Moved by Dale Van Holten to approve the minutes. Seconded by Shannon Koele. Voice vote: approved.
3. **Citizen Input**
Mo Hansen informed the board that Shannon Koele was attending her last meeting since she put in her resignation and was not interested in renewing for the board. Mo mentioned if any of the board members had anyone in mind to replace Shannon Koele's position, the Mayor was always open to suggestions.
4. **Directors Report**
Jesus Burgos reported that we were still having problems with channel 991 since the problem was coming from Charter Cable's system. According to Jesus Burgos the problem had to do with a part that Charter Cable had to purchase and there was nothing he could do until the problem was solved on the Charter Cable side. Jesus Burgos also mentioned that this was causing problems with channel 991 since both channels were combined through the same server. Steve Battenberg asked how long has it been like this and Jesus Burgos informed him that it was already over a month. Jesus Burgos also reported on a meeting that he had with the Principal of the Waterloo School District about the collaboration of CATV and the Waterloo School District. Jesus mentioned that the meeting went very well. The principal said during the meeting that he was going to present the collaboration ideas to the district administrator Brian Henning and would get back to him with a follow-up.
5. **Unfinished Business.**
Directors work hours
Jesus Burgos presented the amount of hours he had already worked and it showed that he was going to go over his normal hours. Steven Battenberg made a calculation and figured out that by the end of the year Jesus Burgos was going to be about 140 hours over and according to Mo Hansen those hours added up to \$1,300. Steven Battenberg also mentioned that Jesus Burgos had to try to cut down his hours by at least 5-6 hours per week. Jesus Burgos replied that he would do his best to make that happen. Mo Hansen suggested that a motion be made to transfer funds from the fund balance to cover any extra hours that Jesus may go over by. **Motion:** Moved by Dale Van Holten to transfer from the fund Balance \$1,300 in order to cover the extra hours. Seconded by Shannon Koele. **Roll call vote:** approved.
6. **New Business: NONE**
7. **Adjournment**
Motion: Moved by Dale Van Holten, seconded by Shannon Koele. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director