



Cable Commission Meeting Agenda

Monday, February 24, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

Roll Call

Notice of Open Meeting

Approval of Agenda

Approval of Minutes

1. Approval of Minutes from January 27, 2025

Public Comment

Unfinished Business

2. Discuss and Take Possible Action to Segregate Cable Broadcast Units from City Network
3. Discuss Potential Video Topics for Short-Form Videos
4. Possible Discussion About Upgrading the A/V Equipment for the City Hall Council Chamber

New Business

Department Reports

5. Cable Budget Update

Items for Future Agendas

Adjourn

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.



Agenda Item Report

Meeting Type: Cable Commission

Meeting Date: February 24, 2025

Item Title: Approval of Minutes from January 27, 2025

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The Cable Commission will review, make any changes as necessary, and approve the minutes from January 27, 2025, Cable Commission meeting.

List all Supporting Documentation Attached:

January 27, 2025, Cable Commission Meeting Minutes

Action Requested of the Cable Commission:

Review and approve, with any necessary changes, the minutes from January 27, 2025, Cable Commission meeting.



Cable Commission Meeting Minutes

Monday, January 27, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

Famularo called the meeting to order at 6:31pm.

Roll Call

A quorum of the Cable Commission present consisted of Behl, Famularo, and Roelke. Staff liaison Bennett was also present.

Notice of Open Meeting

Bennett stated that the meeting was properly noticed.

Approval of Agenda

Roelke motions to approve the agenda for Monday, January 27, 2025. Behl seconds. Motion carried by unanimous vote.

Approval of Minutes

1. Approval of Minutes from November 18, 2024

Behl motions to approve, as written, the minutes from the meeting of November 18, 2024. Roelke seconds. Motion carried by unanimous vote.

Public Comment

There was no one present for comments and no correspondence was received.

Unfinished Business

2. Approved Cable Fee Schedule for 2025

Bennett presented the updated fee schedule regarding the equipment rental. Bennett stated the version approved by the Cable Commission was deemed to be discriminatory, but after some tweaking of requirements to waive the fee, it was deemed acceptable. It was then reviewed by Council and passed at the Council's January 7th meeting. Bennett included a list of equipment for rent and a draft of the application. Roelke asked if the Cable Commission is able to review applications if needed. Bennett confirmed and planned to forward select applications to the Commission if needed. Bennett will have the form on the City website.

3. Creating Topic List for Possible Short-Form Video Show

The Cable Commission discussed narrowing down its previous list of topics and narrowed it down to notable residents, department activities, Arbor Day, and highlighting service organizations. During discussion, Bennett stated that DailyDodge / WBEV is looking for content for its Community Comment program and that the City has a partnership to air their Columbus-related content on cable. When historical topics arose, Bennett cited that the Historical Society is currently planning for their Tap into History series. Behl asked about schools and Bennett informed the Commission that the School District has its own A/V program and is currently focused on broadcasting sports. The Commission focused on highlighting service organizations and asked Behl to reach out to

Kiwanis about participating. Behl will inquire at their next meeting and update the Cable Commission at its next meeting.

New Business

4. Council Chamber AV Updates Discussion and Possible Direction

Bennett informed the Cable Commission about working on a plan to upgrade the A/V equipment in the Council Chamber. Bennett showed a picture of shoddy installation from the original wiring and would plan to utilize a less cable / wireless system. Famularo gave an example of Watertown's setup and offered to give Bennett a tour sometime. Famularo will send Bennett a list of vendors from their upgrades.

5. PCI Compliance Resolution – Discussion of Options and Possible Action

Bennett informed the Cable Commission about the issue related to the Recreation Department's failed payment card information system (PCI) compliance checks. These are designed to find potential threats of data breaches. The City's IT provider, Rhyme, had singled out the Cablecast system as the cause due the system's need to go through the City's firewall to distribute video for TV, online, and Roku. Bennett has worked with Rhyme and Cablecast to remedy the issue, but each attempt still resulted in failed PCI checks. As a last-resort option, Rhyme suggests the Cablecast units are disconnected from the City's network. Bennett assured that since this would discontinue the cable operation as the Cablecast units wouldn't be able to distribute video, that Rhyme provides quotes for getting the system on its own internet with its own security and a remote way for City network enabled equipment to communicate with the Cablecast once it's on its own network.

Bennett has not had any quotes received from Rhyme and recommended that the Cable Commission not make a decision at this time to disconnect the Cablecast system from the City network. As a backup plan if the quote is too expensive to maintain or the plan is unfeasible, Bennett will seek out approval from Council to live stream to the City's official YouTube channel. Famularo asked about a social media policy due to comments. Bennett stated that the City has been working on one for the last couple of years. Bennett will update the Commission once Rhyme sends in its quotes.

Department Reports

6. Cable Budget Update

Bennett updated the Cable Commission with the December budget statement. \$36,071.07 in franchise fees along with \$12,891.97 have been received in 2024. Bennett expects additional franchise fees to be received for the 4th quarter as the current amount is off significantly from projections. Staff has projected it to be under \$50,000 for 2024.

Notable expenditures totaled \$587.66 in November and December and included HDMI extenders, a 4x4 HDMI switch, an audio mixer, and various cabling to assist in testing equipment and address aging cables and equipment. An additional \$56.17 has not been processed yet for extra cables. Not including the non-processed expenses, there is \$25,937.48 remaining in the 2024 budget.

7. Cable TV Industry Report

Bennett gave a brief update on the state of cable television to begin the year. One of the highlights is cable TV having a 4.4% year-over-year decline and only encompassing 23.8% of all TV watched. Charter lost over a million subscribers and is now entirely focused on its broadband and streaming services. Comcast, the second largest cable TV provider has begun to spin off its cable assets along with Paramount Global also looking to let go of its cable holdings. Other mergers and acquisitions are expected due to a more friendly Presidential administration. Bennett also noted from the FCC's Future of TV Initiative Report that ASTC 3.0 could have a negative impact as cable

and satellite providers are citing compatibility issues, costs, and lack of capacity for the new TV standard.

Items for Future Agendas

Items for the next agenda include the topics for short-form video, Council Chamber A/V upgrade, and an update and possible decision for dealing with the PCI compliance checks.

Adjourn

Roelke motions to adjourn the meeting. Behl seconds. Motion carried by unanimous vote. The meeting is adjourned at 7:23pm.

****These minutes will be approved at the next Cable Commission meeting and may be amended as necessary and are respectfully submitted by David Bennett, Communications and Economic Development Coordinator.****

***A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.**



Agenda Item Report

Meeting Type: Cable Commission

Meeting Date: February 24, 2025

Item Title: Discuss and Take Possible Action to Segregate Cable Broadcast Units from City Network

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The Cable Commission was made aware of the ongoing Payment Card Information System (PCI) compliance checks issue that is caused by the Cablecast Units constantly poking holes in the City's firewall to distribute video content. After numerous attempts to resolve the issue, Rhyme has suggested the City disconnect the cable operation from the City network. This last resort would either result in loss of cable TV and Roku broadcasts or the City segregating the cable operation to its own internet. Segregated internet would allow the Cable Commission to continue broadcasting to cable TV and Roku but would cost \$3,525.20 to set up and at least \$2,400 per year to maintain. Total year 1 cost is estimated around \$6,165.08.

If segregated, the Cable Commission would send this proposal to the Council as would most likely require cutting the part-time Production Specialist position that hasn't been filled consistently since 2019. Initial funds could come from Capital Equipment line item. During the 2026 budget, maintenance will be added to the Professional Services line item.

City Administration recommends sending this item to Council if the Cable Commission would continue to get separate internet for cable broadcasting.

List all Supporting Documentation Attached:

Charter Internet Pricing

Rhyme IT Pricing

Action Requested of the Cable Commission:

Discuss and possibly make a recommendation to send this item to the March 4th Council.

Charter Internet Segregation

Hi Chris,

Thank you for reaching out. I did see your call come in but am currently on a conference call. With that said, I can multi-task while listening. I pulled out the account number that you provided. The current internet at that location is (600M x 35M) for \$199 per month w/ a Static IP for \$19.99. That particular speed/bandwidth is no longer available as Spectrum restructured the offerings. Below are the options that you would be most interested in.

- Enterprise Internet (500M x 35M): \$200 MRC (Monthly Recurring Charge) [\$2,400/yr.]
- Enterprise Internet (1G x 50M): \$250 MRC [\$3,000/yr.]
- Static IP for either Option: \$19.99
- One time Installation Charge: \$100

The differences between the internet that is currently in place and Enterprise Internet are:

- Enterprise Internet is not throttled
 - The current Internet is throttled when there is traffic congestion
- Enterprise Internet has a 99.99% uptime guarantee w/ a 6 hr. SLA (Internet Service Level Agreement)
 - The current Internet has no uptime guarantee or SLA

Once a decision is made, I just need to know which option you selected, if there is a static IP needed, and who would sign the service order. The service order would be sent via DocuSign. Once that is executed, we will schedule the installation.

Please let me know if you have any additional questions.

Thanks,

Gerry Wergin

Strategic Account Specialist – Gov/Ed

853 McIntosh St

Wausau, WI 54403

(715) 803-2014

Gerald.Wergin@charter.com

David Bennet Cable Cast

Quote #SP000693 v1

Prepared For:

City of Columbus Administration

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Date Issued:

02.17.2025

Expires:

02.28.2025

Summary

This project is intended to separate the cablecast network from the primary City of Columbus network as PCI compliance has changed and requires that port forwarding can't be used in order to pass inspection.

This quote provides the Meraki MX67 Firewall, Meraki Licensing, 8 port Aruba switch and labor.

An additional internet connection will be needed in order to separate the two networks. An email from Gerald Wergin your spectrum Rep was forwarded over to David for his review. It is required to get a static address for this WAN connection.

Once this equipment is put in place I can close the port forwarding needed for Cablecast on the current firewall to pass PCI compliance.

Products

Description	Price	Qty	Ext. Price
Meraki MX67 Network Security/Firewall Appliance - 5 Port - 10/100/1000Base-T - Gigabit Ethernet - 5 x RJ-45 - Desktop, Wall Mountable	\$434.56	1	\$434.56
Meraki Advanced Security + 1 Year Enterprise Suppo - Subscription License - 1 Security Appliance - 1 Year - MX67 Cloud Managed Firewall - License and Support - 1 Year License Validation Period	\$470.68	1	\$470.68
HPE Instant On 1930 8G Class4 PoE 2SFP 124W Switch - 10 Ports - Manageable - 3 Layer Supported - Modular - 2 SFP Slots - 150 W Power Consumption - 124 W PoE Budget - Optical Fiber, Twisted Pair - PoE Ports - Desktop, Rack-mountable - Lifetime Limited Warr	\$294.00	1	\$294.00
Subtotal:			\$1,199.24

Professional Services

Description	Price	Qty	Ext. Price
Service or project labor billed at actual work role rates.	\$2,160.00	1	\$2,160.00
Subtotal:			\$2,160.00

Quote Summary	Amount
Products	\$1,199.24



Quote Summary	Amount
Professional Services	\$2,160.00
Subtotal:	\$3,359.24
Estimated Tax:	\$65.96
Total:	\$3,425.20

1/2 down required upfront. Remaining half due upon equipment delivery. Taxes, shipping, handling and other fees may apply. Pricing may change on backordered items. We reserve the right to cancel orders arising from pricing or other errors. 3% Processing fee added to all credit card payments. ACH and Debit options available at <https://www.rhymebiz.com/MakePayment>

Acceptance	
Portage	City of Columbus Administration
Sue Pilz	David Bennett
Signature / Name	Signature / Name Initials
02/17/2025	
Date	Date



Agenda Item Report

Meeting Type: Cable Commission

Meeting Date: February 24, 2025

Item Title: Discuss Potential Video Topics for Short-Form Videos

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The Cable Commission has been compiling a list of topics for City production using short-form videos. At the last meeting, the Commission was informed that the Library is already in progress and that Recreation is soon to follow. However, other departments have been lukewarm at the idea. The Commission decided to focus on highlighting non-profits and individuals in the community. Behl offered to seek interest from Kiwanis.

City Administration has expressed to Staff concerns with potential discrimination conflicts and would like to continue to allow organizations and individuals to submit content to be aired on the cable TV channel. After discussion, Staff has made Administration aware that under current Cable policy, City Staff cannot produce programs on behalf of non-City organizations and individuals. Staff may advise if requested. If the Cable Commission wishes to change the policy, then more would need to be done to address any discrimination concerns. There is also concern about undermining the equipment rental policy.

List all Supporting Documentation Attached:

Action Requested of the Cable Commission:

Discussion



Agenda Item Report

Meeting Type: Cable Commission

Meeting Date: February 24, 2025

Item Title: Possible Discussion About Upgrading the A/V Equipment for the City Hall Council Chamber

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

Staff have been looking at setting up computer docks to allow various devices to plug in at the center table and podium and use a combination of wired and wireless to send those presentations to the ATEM camera switcher in the A/V Room and to and presentation screens in the Council Chamber.

Currently, Staff is awaiting the decision regarding the Payment Card Information System (PCI) compliance issue resolution as that will determine what can be purchased in 2025.

List all Supporting Documentation Attached:

Action Requested of the Cable Commission:

Discussion.



Agenda Item Report

Meeting Type: Cable Commission

Meeting Date: February 24, 2025

Item Title: Cable Budget Update

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

Revenue update includes no new franchise fees have been reported. No State Aid payment has been reported.

Expenditure update includes \$79.00 from the Training line item for a government communications webinar, \$2,359.22 from the Professional Services line item for Cablecast Reflect renewal, and \$369.44 from the Video/Website line item for the City website contribution.

There is \$41,605.72 remaining in the 2025 budget.

List all Supporting Documentation Attached:

January Budget Statement for Cable Fund

Action Requested of the Cable Commission:

Possible discussion.

CITY OF COLUMBUS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

Item #5.

CABLE TV FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LICENSES, PERMITS</u>						
225-434330-000	CABLE TV; FRANCHISE FEES	.00	.00	40,000.00	(40,000.00)	.00
225-434350-000	CABLE TV; STATE AID PYMT	.00	.00	12,000.00	(12,000.00)	.00
TOTAL LICENSES, PERMITS		.00	.00	52,000.00	(52,000.00)	.00
<u>OTHER FINANCING SOURCES</u>						
225-484820-000	CABLE TV; INTEREST ON INVESTME	71.87	71.87	3,500.00	(3,428.13)	2.05
TOTAL OTHER FINANCING SOURCES		71.87	71.87	3,500.00	(3,428.13)	2.05
TOTAL FUND REVENUE		71.87	71.87	55,500.00	(55,428.13)	.13

CITY OF COLUMBUS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

Item #5.

CABLE TV FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u>CABLE TELEVISION COMMISSION</u>					
225-511220-111	CABLE; SALARY/WAGES	.00	.00	6,813.45	6,813.45	.00
225-511220-151	CABLE; SOC SEC/MEDICARE	.00	.00	521.23	521.23	.00
225-511220-190	CABLE TV; TRAINING/MEMBERSHIPS	79.00	79.00	1,275.00	1,196.00	6.20
225-511220-225	CABLE TV; TELEPHONE	.22	.22	1,000.00	999.78	.02
225-511220-249	CABLE TV; REPAIRS/MAINTENANCE	.00	.00	1,000.00	1,000.00	.00
225-511220-291	CABLE TV; PROFL SERVICES	2,359.22	2,359.22	7,000.00	4,640.78	33.70
225-511220-312	CABLE TV; OPERATING SUPPLIES	.00	.00	250.00	250.00	.00
225-511220-388	CABLE TV; VIDEO/WEBSITE	369.44	369.44	1,300.00	930.56	28.42
225-511220-810	CABLE TV; CAPITAL EQUIPMENT	.00	.00	10,000.00	10,000.00	.00
	TOTAL CABLE TELEVISION COMMISSION	2,807.88	2,807.88	29,159.68	26,351.80	9.63
	<u>CABLE OTHER EXPENSES</u>					
225-568000-610	CABLE TV; CONTRIBUTION-PROGRAM	.00	.00	10,487.07	10,487.07	.00
225-568000-620	CABLE TV; CONTRIBUTION-MEETING	.00	.00	4,766.85	4,766.85	.00
	TOTAL CABLE OTHER EXPENSES	.00	.00	15,253.92	15,253.92	.00
	TOTAL FUND EXPENDITURES	2,807.88	2,807.88	44,413.60	41,605.72	6.32
	NET REVENUES OVER EXPENDITURES	(2,736.01)	(2,736.01)	11,086.40	(97,033.85)	(2.82)