



Cable Commission Meeting Minutes

Monday, February 24, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

Famularo called the meeting to order at 6:30pm.

Roll Call

A quorum of members present consisted of Behl, Famularo, Pyfferoen, and Roelke. Staff liaison Bennett was present.

Notice of Open Meeting

Bennett acknowledged the meeting was properly noticed.

Approval of Agenda

Pyfferoen motioned to approve the agenda for the meeting of February 24, 2025. Roelke seconded the motion. The motion was carried by unanimous vote.

Approval of Minutes

1. Approval of Minutes from January 27, 2025

Roelke motioned to approve the minutes as presented for the meeting of January 27, 2025. Behl seconded the motion. The motion was carried by unanimous vote.

Public Comment

There was no one in attendance for public comment. Bennett had not received any correspondence.

Unfinished Business

2. Discuss and Take Possible Action to Segregate Cable Broadcast Units from City Network

Bennett presented pricing from Rhyme to segregate the internet to the broadcast units. Rhyme's quote involves two parts - Rhyme's equipment, installation, and security along with Charter's internet package and setup. The quote would initially be for \$6,165.08 if the City chooses the \$2,400 Enterprise Internet solution and the recommended equipment. Famularo asked if Rhyme offered other solutions. Bennett confirmed the other solution would just involve disconnecting the broadcast units from the City's internet but not reattaching it to a different network.

Discussion involved how this would be paid for. Bennett stated that it would initially be paid through the Capital Equipment line item. Then after that, the part-time Production Specialist position would be eliminated, and the budgeted funds from that line item would be moved to Professional Services to maintain the new internet and security subscriptions. Pyfferoen asked about the current status of the part-time position and if the elimination would impact current staff. Bennett affirmed that the position had not been consistently hired since its creation in 2019 and since then only a 3-month training period had taken place while the position was filled. The employee at the time wanted more hours than was budgeted for and had moved on. Bennett stated that current staff has been able to manage without the part-time position.

Roelke motioned to recommend to Council to engage with Rhyme to acquire a separate network for the broadcast units and to select the \$2,400 Enterprise Internet package. Pyfferoen seconded the motion. The motion was carried by unanimous vote.

3. Discuss Potential Video Topics for Short-Form Videos

Behl updated the Cable Commission regarding Kiwanis interest in having a program for cable. Behl stated that they were interested, but didn't know what format it would be.

Bennett presented some Administration concerns about staff-produced programs on behalf of local groups. These included the City's ability to allow all groups to participate, changing the cable policy to allow staff to produce content on behalf of groups, and would require the content to be subject to open records and be deemed "official City business". Bennett stated it would also undermine the cable equipment rental policy. Roelke believed that public interest content would be important due to the lack of Columbus-based media outlets. Bennett agreed but noted that it would be hard to differentiate between what is and is not considered marketing.

Bennett stated that it would be acceptable for groups to create their own content and submit it for airing on the local channel even if it's promoting them or their events. Behl would like to educate groups about the ability to submit video content and rent equipment. The Cable Commission came to the consensus about moving down the path towards informing groups about these services.

4. Possible Discussion About Upgrading the A/V Equipment for the City Hall Council Chamber

Bennett informed the Cable Commission that this topic had not seen much progression due to other more pressing projects. However, Bennett is looking at utilizing computer docks to connect the podium and center table media to the proposed presenter TVs and the media switcher in the A/V Room. Famularo maintained the offer for staff to visit the Council Chamber in Watertown. Bennett acknowledged seeing the schematics Famularo had sent for informative purposes.

New Business

No new business was brought up.

Department Reports

5. Cable Budget Update

Bennett reported that there was no new franchise fee or State Aid Payment revenue.

Bennett listed expenditures from January. \$79 was spent from the Training line item for a government communications webinar. \$2,359.22 was spent from the Professional Services line item for Cablecast Reflect service renewal. Bennett noted that the Reflect service was nearly \$1,000 less than the previous year and the savings was a pleasant surprise. \$369.44 was spent from the Video/Website line item for contribution to the City's CivicPlus website. Bennett noted this cost was shared among all departments.

Bennett stated that there was \$41,605.72 remaining in the 2025 budget.

Items for Future Agendas

The Cable Commission would like the items of video submissions education and A/V Council Chamber equipment update added to the next agenda.

Adjourn

Behl motioned to adjourn the meeting. Roelke seconded the motion. The motion was carried by unanimous vote.

The meeting was adjourned at 7:56pm.

*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.

****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.****