

Memo

To: Honorable Mayor and City Council
From: Joe Kohlmann, City Administrator
Date: January 14, 2014
Re: LMCC – Videotaping, franchise agreement

Staff has gotten some recommendations on video equipment from Isaac Leif. At the very low end of the equipment we have:

- 1) Camera: \$199
- 2) Tripod: \$39.99
- 3) SD Card: 2 @ 69.99
- 4) Miscellaneous Audio Cords: <\$100

Staff also received a quote from WNAV, inc., who does some work for General Electric. Their quote per meeting to tape and convert to streaming = \$399.28 per meeting.

Issac Leif quoted: \$150 + \$50 per upload

Staff is waiting to hear back from Daphne Okey, at the time of this memo, interest was expressed but details were not discussed.

Staff also spoke with Jane Brember, the Attorney for Mediacom. She stated the following considerations but no draft was received at the time of this Memo:

- 1) The City could get an advance (no interest) on PEG or Franchise fees for expenses, at no interest. Just need to send a letter with the request. Up to \$10,000 and 30 days notice required.
- 2) Payments usually come after first quarter
- 3) We a single page Franchise Agreement that essentially states “we extend the agreement” between “any City” and Mediacom.

Council Action Requested:

Discuss various options regarding franchise agreement and videotaping.

