

Minutes
Regular Meeting of the Telecommunications Commission
Held at 7 p.m., Wed., Feb. 3, 2010 in Room 215 of Oak Park Village Hall

Official Record

Present: Chairman Cory Scott
Commissioner Jim Downing
Commissioner Julie Nery
Commissioner Ron Morrison
Commissioner John Shuler
Staff Liaison David Powers

Absent: Trustee Liaison John Hedges

Quorum: Chairman Scott called the meeting to order at 7 p.m. and declared that a quorum was present.

Chairman's Statement

Chairman Scott opened the meeting by welcoming new Commissioner Ron Morrison. Introductions were made of each commissioner and Commissioner Morrison provided a brief description of his background and experience.

Public Comment

Chairman Scott opened the floor for public comments. None was given.

Agenda

It was moved and seconded to approve the agenda for tonight's meeting. A voice vote was taken and the agenda was approved.

Minutes

It was moved and seconded that the minutes of the Jan. 7, 2010 meetings be approved. A voice vote was taken and the minutes were approved.

Administrative Reports

Liaison Powers presented an overview of two service complaints against Comcast lodged with the Village. One was for noise on the cable-based telephone line, the other for unauthorized installation of equipment during a rehab and subsequent billing. Both were addressed to the satisfaction of the customer by Comcast prior to the meeting.

Liaison Powers gave a brief update of the status of the Telecommunications Commissions' recommendations for vendors to conduct a PEG needs assessment study and an audit of Comcast franchise fee payments to the Village. He provided copies of memos to the Village's outside legal counsel and Village Attorney Ray Heise, explaining that he was awaiting direction for Attorney Heise on next steps.

Liaison Powers also gave a verbal update on the status of an above-ground equipment ordinance recommended by the Telecommunications Commission and then referred for action to the Village Attorney by the Village Board. Powers said Attorney Heise had asked that it be explained to the Commission that he would focus on drafting the ordinance once the issues related to the Comcast franchise renewal process had been resolved. Powers recommended that the chair contact Attorney Heise well in advance of the next meeting should the commission wish to have him attend.

Also discussed was a spreadsheet included in the agenda packet that listed payments to Moss & Barnett, the Village's outside legal counsel for cable issues. The payments were from 2006 through January 2010.

Regular Agenda

Old Business

Chairman Scott led the Commission in a discussion of the two examples of similar PEG needs assessment studies conducted for other communities by the preferred vendor, Holly Hansen Consulting. At the January meeting, the Commission unanimously supported hiring the firm to conduct the needs assessment study, with the condition that the firm provide Commissioners with samples of similar work. All agreed the samples demonstrated the firm's ability to conduct the type of study required by the Village of Oak Park.

It was moved and seconded to confirm the Commissions' recommendation to select Holly Hansen Consulting to conduct the needs assessment study. The motion was seconded and passed with a voice vote.

Old Business

None

Adjourn

It was moved and seconded to adjourn the meeting. A voice vote was taken and the motion was approved. The meeting adjourned at 7:30 p.m., Wed., Feb. 3, 2010.

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