



CITY OF WAUKESHA

Administration

201 Delafield Street, Waukesha, WI 53188
Tel: 262.524.3701 fax: 262.524.3899
www.waukesha-wi.gov

Committee: Common Council	Date: 8/14/2020
Common Council Item Number: 20-1169	Date: 8/18/2020
Submitted By: Chris Pofahl	City Administrator Approval: Click here to enter text.
Finance Department Review: Click here to enter text.	City Attorney's Office Review: Click here to enter text.
Subject: Costs and specifications to continue in-person meetings at the Aviation Dr. location	

Details:
This is a follow up to ID#20-1037: Referral to Discuss and Approve a new location for in-person public meetings.

During the discussion of ID#20-1037 at the August 18, 2018 Common Council meeting, there was a A motion was made by Ald. Pieper, seconded by Ald. Cummings, to ask staff (Chris Pofahl) to firm up costs and specifications to continue in-person meetings at the Aviation Dr. location and report back.

The attached item is an itemized list of the equipment needed with installation included. It is important to keep in mind that there are factors that bring the costs of this project up higher than other

- The room is a multipurpose room, so there is some equipment that is included for easier setup and take down for meetings.
- The room is not designed for meetings, so there is equipment that is included to overcome audio challenges.
- The number of people that participate in common council meetings requires more cameras and microphones.
- There is not a dedicated broadcast room, so equipment has to be more portable, so it can be stored safely and securely in the space available.

I will be at the meeting to answer any questions.

Respectfully,
Chris Pofahl

