

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, June 17, 2015 at 7:45 am

***Village of Beverly Hills

Council Chambers***

18500 West 13 Mile Road

1. Roll Call
2. Approve Meeting Minutes For Cable Board Meeting of May 27, 2015-M
3. Public Comments
4. Birmingham Public Schools PEG Grant Request-M
5. Treasurer's Report
6. Amendment to BCTV Contract to Add Coverage of Additional Birmingham Meetings-M
7. Budget Amendments to FY2014-15 BACB Budget-M
8. Consideration of Cable Action Committee Meeting Time
9. Committee Reports
 - a. Cable Action Committee
 - b. PEG Committee
10. Executive Director's Report
11. Provider Related Topics
 - a. Comcast
 - b. AT&T
 - c. WOW
12. BAPA/BAMA Report
13. Old Business
14. New Business
15. Public Comments
16. Board Comments
17. Adjourn

PEG Committee meeting immediately following BACB meeting

Present: Heldt, McAlear, McLain - Birmingham
Heyman, Schneider - Beverly Hills
Stakhiv – Franklin
Ettenson – Bingham Farms

Absent: Kelly – Birmingham
Borgon, Verdi-Hus – Beverly Hills

Also Present: White - Executive Director
Currier - Attorney for Cable Board
Rota and Kowalski - Bloomfield Community Television
Galbraith – Birmingham Schools representative

McLain called the meeting to order at 7:48 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF CABLE BOARD MEETING HELD APRIL 15, 2015

Motion by Heldt, second by Heyman, that the minutes of a regular Cable Board meeting held on April 15, 2015 be approved as submitted.

Motion passed.

PUBLIC COMMENTS

None

BIRMINGHAM PUBLIC SCHOOLS PEG GRANT REQUEST

Kevin J. Galbraith, Executive Director of Information and Technology for Birmingham Public Schools was present with a grant request on behalf of the School District. Birmingham Public Schools has been grateful for the support and commitment of the Birmingham Area Cable Board for many years. Our joint efforts have enabled students, staff, and our communities to directly benefit from quality cable services provided by the BACB.

In 2002, with the support of a Birmingham Area Cable Board grant, the District was able to install state-of-the-art equipment in the television studios at Groves and Seaholm high schools. While this equipment has served broadcast and production classes well for over 13 years, it is in need of replacement and updating. In recent years, the District has worked to maintain the equipment as curriculum and broadcast-related technologies have advanced. The equipment no longer supports students' workflow as they explore, develop, and master the skills necessary for success in this field.

The District completed a year-long design phase for this project that included teachers visiting production facilities in other districts, collaborating with peers while attending conferences and professional learning events, and reviewing designs with consultants. The District Video Specialist and Galbraith offer a solution that brings resources more in line with the District's needs and vision.

Birmingham Public Schools respectfully requests the support of the BACB in providing funding in an amount not to exceed \$72,000 to acquire the necessary video and audio equipment to properly outfit its two high school production studios. Board members are in receipt of a budgetary quote listing the equipment necessary to complete the project. Galbraith outlined some of this equipment and its use.

Birmingham Public Schools is prepared to bid this project in accordance with procurement laws/policies from the State of Michigan and the BPS Board of Education. BPS will provide any additional funding or resources that exceed this request to complete the project in a professional manner. Questions from Board members on the proposed grant request were addressed by Galbraith.

Board Treasurer Heldt suggested that this grant request be referred to the PEG Committee for review prior to action by the Cable Board. The grant expenditure has budgetary implications for this year's and next year's budgets. He noted that the Cable Board is behind on the receipt and review of its financial statements due to illness issues at the Village of Beverly Hills.

Motion by Heldt, second by Etnenson, that the Birmingham Area Cable Board refer the Birmingham Public Schools PEG grant request to the PEG Committee for review and to consider the grant request at the June BACB meeting.

Motion passed (7 – 0).

BCTV CONTRACT RENEWAL

Heldt stated that the current Bloomfield Community Television contract expires on June 30, 2015. Executive Director White prepared a memo advising Board members of the proposed changes to the contract going forward. The proposal is for an annual payment to BCTV in the amount of \$194,950 per year for 7-1-15 through 6-30-17. This represents a 4% increase over the current contract amount which was fixed in 2011.

For the period 7-1-17 through 6-30-18, an annual payment of \$200,800 is proposed (a 3% increase). The Board retains the option of extending the contract for an additional year (7-1-18 through 6-30-19) at the same price. This option is the same as that set forth in the current agreement. Other than the financial terms indicated, the proposed contract is virtually identical to the current contract. Tim Currier has reviewed the proposed contract and finds it in order.

Greg Kowalski and Steve Rota were present representing Bloomfield Community Television.

Motion by Heldt, second by McAlear, that the Birmingham Area Cable Board approve the proposed contract with Bloomfield Community Television through June 30, 2018 and authorize the Cable Board Chairperson to execute the contract.

Heldt mentioned that the contract with BCTV does not include athletic broadcasts, which have been funded on an individual basis throughout the athletic seasons. The contract does not change that process.

Heldt added that, within the last month, Joe Valentine has advised the Cable Board that the City of Birmingham is requesting that three additional meetings be broadcast on a regular basis: Board of Zoning Appeals, Advisory Parking Committee, and Multi-Modal Transportation Board. Those broadcasts are not presently within this contract and will require a modification to the proposed contract. Heldt hopes to have the pricing determined and to bring this before the Cable Board for consideration in June.

Questions from Board members were addressed by Steve Rota and Jeffrey Heldt.

Roll Call Vote:
Motion passed (7 – 0).

COMMITTEE REPORTS

Cable Action Committee

White reported on the last Cable Action Committee meeting at which time she and Board member Heldt discussed possible changes to the PEG revenue numbers based on the new contract between Comcast and the four communities. White will be bringing a budget amendment to the Board for consideration based on that discussion.

PEG Committee

Heldt stated that there will be a PEG Committee meeting following today's Board meeting. Topics of discussion will be the Birmingham School grant request and additional meetings to be broadcast for the City of Birmingham.

EXECUTIVE DIRECTOR'S REPORT

White reviewed two pending complaints as of the last meeting. WOW is still working on a complaint related to burying cables at the Williamsburg condominiums. A billing dispute has been resolved. White outlined four complaints received since the date of the last meeting. A complaint regarding an expired Comcast discount has been resolved. There were three complaints involving billing disputes; one is pending.

Mira Stakhiv conveyed a complaint with Comcast customer service regarding problems with her DVRs and the Internet. Ettenson questioned whether it is a continuing problem that Comcast customers reach service representatives off shore and sometimes have trouble communicating with individuals from different countries. White responded that complaints of this nature are not increasing, but they are continuing.

White related that Cable Board financial information has not been fully updated due to continuing staff issues at Beverly Hills. White reported on check disbursements in the last month.

The City of Birmingham is requesting the broadcasting of additional City board meetings on a regular basis. That issue is pending.

Livonia Television requested the participation of other Michigan PEG operations in its colleague survey. White participated in the survey on behalf of the BACB; members have been provided with the survey results.

In an article entitled “Public opposition doomed Comcast merger”, the Detroit Free Press reported on April 25, 2015 that more than 800,000 individuals submitted comments to the FCC about Comcast’s deal. According to then-Attorney General Eric Holder, the decision to abandon the deal “is the best outcome for American consumers.” Comcast dropped its bid to acquire competitor Time Warner Cable on April 24, 2015 when it became evident that federal regulators would not approve the deal.

It was reported that ESPN has sued Verizon over channel packaging. ESPN claims that Verizon is breaching its contract by unbundling the sports channel from the main programming lineup of Verizon’s FIOS TV. Verizon states that it is honoring its obligations while giving customers choices.

Digitaltrends.com reported on April 28, 2015 that despite Comcast’s failure, AT&T’s \$48.5 billion merger with DirecTV seems likely to win federal approval. While the absorption of Time Warner’s assets by Comcast would have involved the expansion of internet, cable TV and content covering ground across the country, and leaning towards a monopoly, FCC staff have observed that DirecTV offers no such potential for AT&T. Instead, this involves a merging of regional pay-TV with satellite, a proposition which the government finds much more palatable.

On May 6, 2015, the Detroit Free Press reported that Comcast has launched a voice controlled TV remote for some of its Xfinity customers. The new remote works only with Comcast’s X1 cable box. The article stated that existing customers can order one free on the Xfinity website or pick one up at an Xfinity store.

PROVIDER RELATED TOPICS

McLain stated that there are no provider representatives present at today’s meeting.

BAPA/BAMA REPORT

Steve Rota highlighted programming outlined in the written report from Bloomfield Community Television on programming taped for Municipal Channel 15 (BAMA), PA Channel 18 (BAPA), and programming from BACB area organizations during the last two months (information included in BCTV monthly report for March 19, 2015 through May 27, 2015).

The next BCTV camera workshop is scheduled for Tuesday, July 14, 2015 from 10:00 a.m. to noon or 6:30 p.m. to 8:30 p.m. Interested individuals should call 248-433-7790 to sign up for the workshop.

Rota informed the Board that BCTV is in the process of transitioning the studio from SD to HD. He commented on recent purchases for the studio and the truck related to the HD conversion.

Rota thanked the BACB for its approval of the new contract with BCTV. He is looking forward to working with everyone on the Board over the next three to four years.

Stakhiv asked BCTV to look into the poor sound quality of Franklin Council meetings.

OLD BUSINESS

Schneider asked that an item be placed on next month's agenda to discuss improving the attendance at Cable Action Committee meetings.

Cable Board Attorney Tim Currier reviewed that three of the four communities have approved the new franchise agreement with Comcast. The franchises expired sequentially, with Franklin being the last franchise to be renewed. Currier related that a number of items have been discussed and negotiated with Comcast including HD PEG transmissions, more courtesy drops, maintaining an I-NET line, and PEG fees.

Comcast has maintained that, under State Law, when the franchise expires, the 3% PEG fee would be reduced to not exceed 2 percent. A resolution was reached with Comcast to enter into a side agreement that would provide for PEG funding supplemental fees over the next three years in addition to the 2% as follows:

- 4/27/15 - 4/26/16 = an additional .75% PEG fee
- 4/27/16 - 4/26/17 = an additional .50% PEG fee
- 4/27/17 - 4/26/18 = an additional .25% PEG fee
- 4/27/18 - 4/26/25 = no additional .00% PEG fee

In addition, Comcast agreed to provide reimbursement of legal fees associated with the consents to transfer for the four Birmingham Area Cable Board communities for an aggregate total of \$10,000 which would be paid to the Cable Board. Birmingham, Beverly Hills and Bingham Farms have approved the Michigan Uniform Video Service Local Franchise Agreement with Comcast and approved the additional Letter of Agreement.

Currier talked about the Meridian Township Agreement with Comcast related to courtesy drops. He mentioned that the BACB community schools, police, and fire departments receive courtesy drops.

NEW BUSINESS

None

PUBLIC COMMENTS

None

BOARD COMMENTS

None

The meeting was adjourned at 8:45 a.m.

Kevin J. Galbraith Sr., Executive Director for Information and Technology
248.203.4608 • Fax: 248.203.4605 • kgalbraith@birmingham.k12.mi.us
31301 Evergreen Road, Beverly Hills, Michigan 48025

To: To the Public, Education, and Government Access (PEG) Committee of the Birmingham Area Cable Board
From: Kevin J. Galbraith Sr.
Re: Grant Request for High School Production Studio Equipment
Date: May 11, 2015

Birmingham Public Schools has been most grateful for the support and commitment of the Birmingham Area Cable Board for many years. Our joint efforts have enabled students, staff, and our communities to directly benefit from the quality cable services that are provided through your leadership and guidance.

In 2002, with the support of a Birmingham Area Cable Board grant, the District was able to install state-of-the-art equipment in the television studios at Wylie E. Groves and Ernest W. Seaholm high schools. While this equipment has served the broadcast and production classes well for over 13 years, it is in need of replacement and updating. In recent years the District have worked to maintain the equipment as curriculum and broadcast-related technologies have advanced. Today, we find ourselves in a position where the equipment no longer supports our student's workflow as they explore, develop, and master the skills necessary for success in this field.

Having completed a year-long design phase for this project, which included our teachers visiting production facilities in other districts, collaborating with their peers while attending conferences and professional learning events, and reviewing designs with consultants, our own District Video Specialist, and myself, we present for your consideration a solution which brings resources more in line with our program's needs and vision.

Birmingham Public Schools respectfully requests your support in providing funding, not to exceed \$72,000, to acquire the necessary video and audio equipment to properly outfit our two high school production studios. Attached you will find a budgetary quote listing the equipment necessary to complete this project. Birmingham Public Schools is prepared to bid this project in accordance with procurement laws/policies from the State of Michigan and the BPS Board of Education and will provide any additional funding or resources necessary, which may exceed this request, to complete the project in a professional manner.

Thank you for considering our request. We look forward to providing additional information or answering any questions you may have.

Sincerely,



Kevin J. Galbraith Sr.
Executive Director of Information and Technology



Advanced Lighting & Sound

Phone: 248-817-2092
 Fax: 248-817-2093
 1026 Maplelawn Drive
 Troy, MI 48084

Quote

No.: **5376**
 Date: 3/2/2015

Prepared for:
 Daniel Parente (248) 203-4618
 Birmingham Public Schools
 1525 Covington Road
 Bloomfield Hills, MI 48301 USA

Prepared by: Shawn Watts
 Account No.: 412
 Phone: (248) 203-4444

Qty	Manuf	Item ID	Description	Sell	Total
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Budgetary quote, items and configuration may change

TRICASTER SWITCHER

2	Newte	TC460E	TriCaster 460 Educational With Control surface	\$19,495.00	\$38,990.00
2	Newte	ZHDD2RU1Media	2RU Media Drive Kit (1-1TB drive for TriCaster 460)	\$199.00	\$398.00
2	Newte	LiveText2.5EF	LiveText 2.5 w/ DataLink 3 Technology Educational- Requires Owner furnished PC	\$495.00	\$990.00
4	Views	VG2732M-LED	27" LED Monitor	\$415.34	\$1,661.36
2	Krame	C-DM/DM-15	DVI-D (M) to DVI-D (M) Dual Link Cable - 15' Non Plenum DVI Dual Link Cables	\$31.00	\$62.00
2	Krame	C-HM/DM-15	HDMI (M) to DVI-D (M) Cable - 15' Non Plenum HDMI to DVI Cables	\$29.00	\$58.00
2		DUB-H7	7 PORT POWERED USB HUB	\$64.00	\$128.00
2	Hosa	USB-210AF	High Speed USB Extension Cable, Type A to Type A, 10 ft	\$7.00	\$14.00
2		5 PORT GB SWITCH	5 PORT GIGABIT SWITCH	\$59.00	\$118.00
2	Hosa	CAT-503BK	Cat 5e Cable, 8P8C to Same, 3 ft	\$5.00	\$10.00
2	LG	47LY340C	47" 1080p LED HDTV	\$731.00	\$1,462.00
2	Premi	PSD-BWL B	70" Mobile nesting monitor cart - Black	\$689.00	\$1,378.00
2	Premi	UFA	Universal Flat Mount	\$140.00	\$280.00
2	Black	BMD-CONVMBSH4K	Mini Converter - SDI to HDMI 4K	\$279.00	\$558.00
2	Cobal	BBG-S-TO-A	HD/SD-SDI-to-Analog Component/Composite	\$464.06	\$928.12
4	Middl	RM-LCD-PNLK	3 SPACE (5-1/4"), LCD PANEL MOUNT, VESA PATTERN, TILT MECHANISM, BLACK	\$123.00	\$492.00
2		LAUNCHPAD-MINI	Novation Launch Pad Mini - 64 button controller	\$82.50	\$165.00

TRICASTER SUBTOTAL

\$47,692.48

8	Audio	AT831R	Cardioid Condenser Microphone	\$178.00	\$1,424.00
4	Shure	SM58-LC	Cardioid Dynamic Handheld Mic	\$99.00	\$396.00
2		Install	Install Materials- cabling, blank panels	\$475.00	\$950.00
2		Labor	Labor- Installation and integration, removal of old equipment, install of blanks	\$2,100.00	\$4,200.00

QuoteNo.: **5376**

Date: 3/2/2015

Qty	Manuf	Item ID	Description	Sell	Total
ENG Equipment					
4	JVC	GY-HM200U	4KCAM COMPACT HANDHELD CAMCORDER w/INTEGRATED 12X LENS	\$2,695.00	\$10,780.00
4	JVC	qan0067-003	Short shotgun microphone with XLR connector	\$108.00	\$432.00
4	JVC	SSL-JVC50	7.4V/5Ah LITHIUM ION BATTERY FOR GY-HM600/650, GY-HMQ10 & DT-X MONITORS	\$166.00	\$664.00
8	Wynit	TS32GSDHC10	32 GB Secure Digital High Capacity (SDHC) - Class 10 - 1 Card	\$35.00	\$280.00
4	JVC	LC-2J	2 CHANNEL CHARGER FOR SSL-JVC50/75 LITHIUM ION BATTERY	\$185.00	\$740.00
4	Libec	LX5 M	Head / Tripod with Mid-level spreader / Tripod case	\$448.00	\$1,792.00
4	Compr	BBD1505-100b	100' 1505 cable with BNC connectors	\$70.00	\$280.00
ENG Subtotal					\$14,968.00

Your Price: **\$69,630.48**
Total: **\$69,630.48**

Prices are firm until 4/1/2015

Terms: COD

Prepared by: Shawn Watts, shawnw@go-als.com**Date:** 3/2/2015**Accepted by:** _____**Date:** _____**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.

TO: BOARD MEMBERS

FROM: EXECUTIVE DIRECTOR CATHY WHITE

DATE: June 11, 2015

SUBJECT: BUDGET AMENDMENTS FOR FY2014-15 BACB BUDGET

Prior to the end of our fiscal year (June 30, 2015), we will need to approve amendments to our budget in those areas where expenses exceeded budgeted amounts. Accordingly, the following amendments are recommended:

1. Add a budget line item for bank service charges in the amount of \$60.00. These are wire transfer fees that we did not originally include in our budget. We have spent \$35 this fiscal year and an extra amount is requested in case we need to transfer additional funds this year.
2. Add the amount of \$605,000 for Administrative Grants. We did not put an amount in our current budget for this category since it represents funds accumulated in prior years. The auditors have recommended that we include this in our budget and this amount represents what we returned to the communities this fiscal year.
3. Add the amount of \$200 to the budget line item for Executive Director, increasing the total budgeted amount from \$38,000 to \$38,200. The extra amount is requested to sufficiently cover payroll taxes for the year.
4. Add the amount of \$250 to the budget line item for telephone, increasing the total budgeted amount from \$1,500 to \$1,750. A few months ago, I was able to reduce our monthly telephone costs but the increase is necessary to cover costs to the end of our fiscal year.
5. Add the amount of \$550 to the budget line item for website, increasing the total budgeted amount from \$4,000 to \$4,550. As of May 31, 2015, we have slightly exceeded our budget for the year for this item and the extra amount will address any June expenses.
6. Add the amount of \$15,000 to the budget line item for legal fees, increasing the total budgeted amount from \$30,000 (as amended) to \$45,000. The additional costs were incurred due to legal work in connection with the failed merger and the new PA 480 agreements negotiated in the member communities.

I will be happy to answer any questions you may have about these proposed amendments. I will be working on an Excel spreadsheet incorporating these changes but will need to meet with my Excel consultant for assistance (which likely will take place after our BACB meeting). Thank you for your consideration regarding these proposed amendments.

MEMORANDUM

DATE: June 9, 2015
TO: Board Members
FROM: Cathy White
Re: Monthly Report

CUSTOMER COMPLAINTS

Complaint No. 2015-15, which was pending on the date of our last meeting, has been resolved. This complaint was received from a Birmingham resident who had a billing dispute with Comcast. This matter has been straightened out and the customer was also given a \$20 credit for the conflicting information he had received.

We have received one (1) complaint since the date of our last meeting. This complaint was submitted to Comcast on behalf of a Uverse subscriber in Beverly Hills. She sought assistance in removing or securing some unsightly lines dangling over her property. She thought they were Comcast cable wires because a Comcast representative had requested entry to her backyard some time ago to disconnect or reconnect some Comcast cable wires. A Comcast technician was sent to her property to address this complaint; however, it was determined that the lines in question belong to AT&T, not Comcast. The customer was advised to contact AT&T and this complaint is now closed.

FINANCIAL

I have received sufficient information from Beverly Hills to generate a fund balance report for the MBS, BBCU and Beverly Hills accounts as well as budget to actual figures. I have prepared monthly reports for February through May which I can send to any Board member who would like to review them. However, in order to provide the information in the most concise manner possible, I will forward the May report only via e-mail and hard copies for the meeting. The fund balance information and budget to actual totals are cumulative in nature and thus will provide the most pertinent and up-to-date information regarding the Board's finances as of May 31, 2015.

CHECK DISBURSEMENT

Since the date of my last report, I have written six (6) checks as follows:

1. City of Birmingham (2nd Administrative Grant) \$263,500.00

2. Village of Beverly Hills (2nd Administrative Grant) \$106,250.00
3. Village of Franklin (2nd Administrative Grant) \$42,500.00
4. Village of Bingham Farms (2nd Administrative Grant) \$12,750.00
5. Birmingham Bloomfield Credit Union (Visa- Go Pro equipment) \$254.39

Memo



To: BACB
From: Steve Rota
cc: Greg Kowalski, Cathy White & Elaine McLain
Date: 6/11/15
Re: Report May 27th, 2015 through June 17th, 2015.

BAMA Programs

During this time period we've completed five regularly scheduled municipal meetings, Baldwin Library Board Meetings, Special Birmingham Joint Meeting and the BACB meeting.

IN STUDIO

County Corner hosted by Marcia Gershenson.

BAPA Programs

From BACB area individual producers and organizations we've taped 21 programs. From individuals:

- ❖ *Five Self-Talk* hosted by Danco Sotirovski.
- ❖ *Beyond The Box Score Seaholm Spring Edition*.
- ❖ *Eight Michigan Entrepreneur* hosted by Tara Kachaturoff.
- ❖ *Three Eye on Oakland* hosted by Chuck Moss and David Potts.

From BACB area organizations:

- ❖ First Presbyterian Church '*Lunch and Learn Lecture*'.
- ❖ *Plant Based Nutrition Lecture*.
- ❖ TCH *Women's Club Lecture*.
- ❖ Birmingham Bloomfield Community Coalition '*Battle of the Bands*'

CAMERA WORKSHOP

Our next camera workshop has been scheduled for Tuesday, July 14, 2015 from 10:00 AM to Noon or 6:30 PM to 8:30 PM. Call 248-433-7790 and sign up today!

UP COMING PROGRAMS

In the Park Concerts every Wednesday in Shain Park

WEB STREAMING

Greg and I met with Gerard from Stream Dynamics to discuss a better and more efficient workflow in regards to streaming the Village of Beverly Hills Council and BACB meetings LIVE along with Video on Demand playback from the Village website. The new Tricaster switcher you the BACB granted the village last year, allows us to stream right from the switcher. No new encoders need to be purchased and this will save the Village money; no new equipment needed and this saves Erin from the Village time uploading these meetings to the web. Residents should also be able to see the meetings on their smart devices.