

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, March 20,2024 at 7:45 am

\*\*\*Village of Beverly Hills

Council Chambers\*\*\*

18500 W. 13 Mile Road

1. Roll Call
2. Approve Meeting Minutes for Cable Board Meeting of November 15,2023- M
3. Public Comments
4. Administrative Grants: Allocation of Late Payment from Village of Franklin, Proposed Change in Administrative Grant Policy and Proposed Payment of Administrative Grants for FY 22-23-M
5. Presentation from Carrie LeZotte (BCTV) Re: PEG current legislation and future funding
6. Approval of Quote for Cablecast Renewal-M
7. Committee Reports
  - a. Cable Action Committee
  - b. PEG Committee
  - c. Personnel Committee
8. Executive Director's Report
9. Provider Related Topics
  - a. Comcast
  - b. AT&T
  - c. WOW
10. BAPA/BAMA Report
11. Old Business
12. New Business
13. Public Comments
14. Board Comments
15. Adjourn

There will be a PEG Committee and Personnel Committee meeting held immediately after this meeting

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – November 15, 2023

Gugni called the meeting of the Birmingham Area Cable Board to order at 7:45 AM. in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

Present: Eick, Abraham, Brown – Birmingham  
Kamoo, Gugni – Beverly Hills  
David – Franklin  
Hagaman – Bingham Farms  
Also Present: Gojcaj – Attorney for the Cable Board  
Black – Director, Community Relations, BCTV  
White – BACB Executive Director  
Absent: Cleary, Shand - Birmingham; Dobies, Henry – Beverly Hills

**APPROVE MINUTES OF CABLE BOARD MEETING HELD September 20, 2023**

Motion by Eick, seconded by Kamoo to approve the minutes of the Cable Board meeting on September 20, 2023.

Gugni made the correction that Shane Henry represents Beverly Hills, not Bingham Farms.

Motion by Eick, seconded by Kamoo to approve the minutes of the Cable Board meeting on September 20, 2023, as amended.

Motion passed unanimously as corrected (6-0).

**PUBLIC COMMENTS**

There were no comments from the public.

**MUNICIPAL SUPPORT SERVICES GRANT REQUESTS (2) – VILLAGE OF BEVERLY HILLS**

Kristin Rutkowski, Village Clerk/Assistant Manager, Village of Beverly Hills, presented the Village’s annual request for WOW! Business Internet Services for the Village Office, DPW Building and the Wi-Fi at the Beverly Park pavilion. The total amount is \$5,747.28 for the Fiscal Year 2023-2024 (July 1, 2023 to June 30, 2024).

Rutkowski answered Abraham’s inquiry that this would be the second year Beverly Park has been included in the request.

Motion by David, seconded by Hagaman and Eick, to approve a Municipal Support Services Grant for internet and Wi-Fi services for the Village of Beverly Hills in the amount not to exceed \$5,747.28 for the FY 2023-2024 (July 1, 2023 to June 30, 2024).

**Roll Call Vote**

Abraham Aye  
Hagaman Aye  
Eick Aye  
Brown Aye

Gugni       Aye  
David        Aye  
Kamoo       Aye

Motion Passed (7-0).

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – VILLAGE OF BEVERLY HILLS**

Kristin Rutkowski, Village Clerk/Assistant Manager, Village of Beverly Hills, presented the Village’s request for \$2,953.98 to purchase and install a new “smart” display screen for the Village Council Chambers. She stated that such a replacement was not anticipated, therefore, not budgeted for the current fiscal year.

Motion by Kamoo, seconded by Eick to approve a Municipal Support Services Grant for the Village of Beverly Hills for the purchase of a 75” interactive touch monitor screen, adjustable wall mount and set up/installation by the Village’s IT contractor in the amount of \$2,953.98.

**Roll Call Vote**

Hagaman    Aye  
Eick         Aye  
Brown       Aye  
Gugni       Aye  
David        Aye  
Kamoo       Aye  
Abraham    Aye

Motion Passed (7-0).

**MUNICIPAL SUPPORT SERVICES GRANT REQUEST – VILLAGE OF BINGHAM FARMS**

Bill Pattyn, Treasurer of the Village of Bingham Farms, presented the Village’s request for \$3,396.22 for the Village phone system which remains through MISWITCH Communications and internet services which was switched from Comcast Business to AT&T Wi-Fi Internet Services. The Internet services switched from Comcast Business to AT&T to reduce costs.

Replying to David’s inquiry about the request to fund phones, White stated that BACB does not have a policy per se; however, she thought it would be an appropriate expenditure, as it is Municipal Support Services. White confirmed that this request would cover the Fiscal Year ending June 30, 2024. Pattyn understands that it would be necessary for him to return near the beginning of the next Fiscal Year for another request.

Motion by David, seconded by Kamoo to approve a Municipal Support Services Grant for the Village of Bingham Farms in the amount of \$3,396.22 for the Village's phones and Internet Services for the Fiscal Year ending June 30, 2024.

Roll Call Vote

Brown	Aye
Gugni	Aye
David	Aye
Kamoo	Aye
Abraham	Aye
Hagaman	Aye
Eick	Aye

Motion Passed (7-0).

**TREASURER'S REPORT**

David referred to the Financial Report which had been distributed to each Board member which included the summary of the bank balances, as of the end of September 2023. At the next meeting there will be a discussion about the allocation of excess funding for the year. A change in the policy might be appropriate due to the financial status of upcoming commitments.

**AUDIT PRESENTATION OF FY 2022-2023 BY PLANTE & MORAN**

Spencer Tawa, CPA, Engagement Senior Manager, Plante & Moran, distributed hard copies of the final Financial Statements and Audit. He gave a Power Point presentation of the June 30, 2023 Cable Board Audit Report which included the Opinion Letter, Financial Statements, Communication with Those Charged with Governance – End of Audit Letter and Questions. Each slide was fully detailed and explained.

Tawa stated that Plante & Moran has issued an unmodified opinion which is the highest opinion that it can issue.

For the benefit of the Board he explained some details of each page: **Financial Statements** General Fund Balance Sheet/Statement of Net Position, Statement of Changes in Fiduciary Net Position (Income Statement), Revenue Trend, Expenditure Trend. On page 8: Communication with Those Charged with Governance, Internal Control Related Matters Identified and Required Communication with Those Charged with Governance.

White addressed Abrahams' inquiry about the reduction of PEG Fees and Franchise Fees. Over time PEG Fees decreased due to cable cutting and Franchise Fees remain at a standard percentage.

**ANNUAL ELECTION OF OFFICERS**

Gugni listed the current Officers: Gugni – Chairperson; Eick – Vice Chairperson; Kamoo – Secretary; David – Treasurer. The current Officers have agreed to extend their commitment to

another year. Gugini indicated that if anyone else has a desire to hold office or would like to nominate anyone for an office now is the appropriate time to do so. There were no additional nominations.

Motion by Hagaman, seconded by Brown that the current slate of Officers continue for the next year.

Motion passed unanimously (7-0).

Abraham has agreed to continue as Chairperson of the Cable Action Committee and Kamoo has agreed to continue as Chairperson of the PEG Committee.

**REPORT FROM BOARD ATTORNEY RE: PROPOSED STATE LEGISLATION (HB4965)**

Gojcaj gave the Board an update of House Bill 4965 which has passed the House. He is monitoring it. He does not think it has been taken up by the Senate.

Discussion ensued.

**COMMITTEE REPORTS**

**Cable Action Committee**

Abraham stated there had not been a meeting after the September Cable Board meeting nor will there be one after this meeting as there is nothing to discuss. If anyone has anything to discuss, please call him.

**PEG Committee**

Kamoo stated there was a brief PEG meeting after the last full Board Meeting. There was a discussion about the possibility that Bingham Farms might be requesting that their meetings be televised and possible future equipment proposals. There will not be a meeting following this one.

**EXECUTIVE DIRECTOR'S REPORT**

White reported there were 2 new complaints this month which she listed in her report. The first one was from a Beverly Hills resident who had attended the last BACB meeting. It dealt with a removal of a WOW cable in his backyard. WOW came out to his house the day after the meeting to fix the issue. This complaint is closed. The second complaint involved two (2) low-hanging cables on the fence line of a Birmingham resident's property: one from WOW and one from AT&T. The AT&T line was fixed but fell again due to the WOW cable line pulling it down. WOW did not respond to the resident's several calls, so she contacted BACB for assistance. The cable line has now been permanently fixed. This complaint is closed.

**FINANCIAL**

White provided the documents of the financial account balances for the MBS, Michigan United Credit Union and Beverly Hills accounts as of October 31, 2023, as well as BACB Financial

Reports as of October 31, 2023. Hard copies of these documents were distributed to Board Members at the meeting.

White pointed out that the balance of the PEG Fund has been carefully monitored due to declining revenues.

### **CHECK DISBURSEMENT**

White wrote four (4) checks since the date of the last meeting and identified them in her report. She just added another one for the quarterly contract payment to the Charter Township of Bloomfield for BCTV in the large amount of \$77,000.

### **ADDITIONAL NOTES**

The BACB meeting schedule of every other month is included in White's report. There is always an option to schedule special meetings.

WOW Cable TV has stopped selling its current cable TV service and has a deal with Google to offer YouTube TV.

Comcast has several price changes effective October 31, 2023: Curiosity Stream, Viaplay, Midnight Pulp and Screambox. Additionally, effective November 1, 2023, the reactivation fee for TV, Internet, Voice and/Home Security will change to a flat fee regardless of the number of services being reactivated.

Southfield Township is interested in filming and broadcasting its Board meetings. The Township Clerk contacted BACB about possibly doing this for them. Because the Township is not part of the four (4) local community agreement as is the City of Birmingham, the Village of Beverly Hills, the Village of Bingham Farms and the Village of Franklin, BACB asked its attorney, Peter Gojcaj, for his legal opinion. A letter was sent to the Township Clerk advising her that not only would the Township need the approval by BACB but also by each of the four (4) communities listed in the Interlocal Agreement. David was concerned about what the cost of equipment would be.

White participated in a webinar put on by the National Association of Telecommunications Officers and Advisors (NATOA) about a national proposed federal legislation, American Broadband Deployment Act of 2023 (H.R.3557). NATOA is concerned about some federal legislation regarding local rights-of-way.

The BACB Holiday Gathering is scheduled for December 7, 2023 at Brady's Tavern.

### **PROVIDER RELATED TOPICS**

#### **a. Comcast**

There was no representative present.

**b. AT&T/Uverse/Direct TV**

There was no representative present.

**c. WOW**

There was no representative present.

**BAPA/BAMA REPORT**

Black stated that since the September Report all the regularly scheduled BAMA municipal meetings were completed and 25 programs were taped for the public access channel.

One-on-one Producer and Volunteer Workshops continue to be offered. On Thursday December 14 from 3-5:30 PM there will be an Orientation and Open House. If interested call 248-433-7790 or email him at [GBlack@Bloomfieldtp.org](mailto:GBlack@Bloomfieldtp.org).

Winter Sports Schedule is still being finalized: Wrestling, Basketball, Swim and Dive and Hockey.

Carrie LeZotte, Director of Cable and Community Relations attended the National NATOA conference this year. Black attended day 1 of the MICMA (Michigan Community Media Association).

White wrote a check for a CTI which is the tri-ax cabling (Cable that connects the cameras for the truck to the computers that run them.). White noted that the Board has given her the authority to approve expenditures of \$1,000 or less for equipment repair.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

There was none.

**PUBLIC COMMENTS**

There were none.

**BOARD COMMENTS**

Bob Borgon, long time member of the BACB Board, passed away in early October. The Board passes its condolences and sympathies to the family.

There being no further business, the meeting was adjourned at 8:52 AM.



Memorandum

To: Birmingham Area Cable Board

From: Richard David, Treasurer

Date: January 8, 2024

Re: 2023 Administrative Grants

This memo addresses three items –

- 1) The payment of the deferred Administrative Grant to the participating communities of the late payment of the 2022 fiscal year Franchise fees from the Village of Franklin which were not paid out in prior year grants due to the late receipt of their franchise fee payment
- 2) A recommendation for a change in the BACB Policy related to Administrative Grants, and
- 3) The resulting individual recommended administrative grant amounts to our four communities

ITEM #1

The payment of the deferred administrative grant to the Village of Franklin.

In the prior fiscal year, the Village of Franklin did not make its franchise fee payment on a timely basis. As such, when the BACB determined the 2022 administrative grants at its January 18, 2023 meeting (see minutes excerpt attached to this memo.) the BACB elected to make an additional payment to all of the affected communities in the current year once the late payment of \$37,076 was received. in the current year administrative grant process.

In light of this, **it is recommended that an Administrative Grant of \$ 35,222** (95% of the late payment), be **paid as follows:**

Birmingham	\$ 5,719
Village of Beverly Hills	\$ 2,913
Village of Franklin	\$ 25,828 (reflects the zero payment made in the prior year)
Village of Bingham Farms	\$ 762



## ITEM #2

For the past few years, BACB has been experiencing many financial headwinds

- a ongoing decrease in cable subscribers has caused franchise fees to begin a slow decline
- historically, the BACB has been asked to entertain ever increasing grant requests from our communities and related organizations

(for the upcoming 2023-2024 year alone, the BACB has already committed to a grant of \$185,000 to the Birmingham Public Schools)

- at present, the annual expenditures related to the Bloomfield Community TV (BCTV) contract is soon approaching the entire amount of our annual PEG revenue. This negatively impacts our ability to utilize any remaining PEG funds for grant activity.
- our principal capital asset, the remote broadcast vehicle, is also getting old and its components are in need of regular updating, such as new TV cameras, lens, etc. and it is expected that the BACB will soon be asked to purchase a new vehicle (with a base price in excess of \$300,000)

In light of these financial pressures, I believe that it would be prudent for the BACB to begin to rebuild its financial reserves in order meet its current and future obligations.

The current Board policy regarding Administrative Grants is as follows:

Per the BACB Financial Statement Footnotes

### Franchise Fees

In any given year, the policy is to administratively grant back to the communities 95 percent of the previous year's audited franchise fee revenue in excess of board expenditures.

### Grants

In addition to its two-channel (public and governmental) programming, the Board allocates PEG fees to the member communities (or their affiliated entities) or Birmingham Public School District upon a grant request. These grants are reported in the financial statements as operating grants.

Unused franchise fees collected by the Board are returned to the Parties annually on a pro rata basis in accordance with the Board's franchise fee fund balance policy. The return of unused franchise fees is reported in the financial statements as administrative grants.

As noted above, the current policy is to return 95% of the unspent franchise fee revenue. **It is proposed that the refund rate be reduced to 50% for the recently concluded 2023 fiscal year.**

ITEM #3

An analysis of the proposed Administrative Grants for the 2023 Fiscal Year can be found in the attached Appendix.

In summary, it is recommended that **the following administrative grants be approved.**  
(assuming that that the BACB approved recommendation #2)

Birmingham	\$ 99,756
Village of Beverly Hills	\$ 30,287
Village of Franklin	\$ 8,857
Village of Bingham Farms	-0-

Respectfully Submitted

Richard David, Treasurer

Excerpt from the Minutes of the January 18, 2023 BACB meeting

#### APPROVAL OF PAYMENT OF ADMINISTRATIVE GRANTS

White explained the accounting method and calculation of Administrative Grants year ending 6/30/2022. She noted that Franklin was not included in the total Franchise Fees due to changes in its personnel and its late reporting to the auditors and, therefore, could not be included in the list of Allocation of Administrative Grants. Franklin's payment will be made in 2023. Today the Board will be asked to approve payment adjustments of the 2023 to include Franklin's 2022 allocation.

Gugni further detailed that Administrative Grants are equivalent to 95% of the funds between the Franchise Fee minus the Board Expenditures. Franklin has been notified that it would not be receiving a Grant this year.

Motion by David, seconded by Cleary to approve the Allocation of Administrative Grants to Birmingham, Beverly Hills and Bingham Farms as listed on the information sheet found in the Board's packet.

Birmingham Area Cable Board			
Calculation of Proposed Administrative Grants			
Year ended June 30, 2023			%
Franchise Fees:			
Birmingham		255,245	72%
Village of Beverly Hills		77,495	22%
Village of Franklin	59,739		
(less late payment from 2022)	(37,076)	22,663	6%
Village of Bingham Farms		NONE	0%
	TOTAL	<u>355,403</u>	100%
Board Expenditures:			
Contract labor		381	
Exec Director		39,862	
Liability Insurance		4,531	
Memberships		1,150	
Operating Expenses		5,745	
Professional Fees		19,888	
Municipal Support Services		6,046	
Other			
	TOTAL	<u>77,603</u>	
Excess of Revenues over Exp		277,800	
Proposed Administrative Grant at 50%		<u>138,900</u>	
Birmingham		\$ 99,756	
Beverly Hills		\$ 30,287	
Franklin		\$ 8,857	



**Advanced Lighting & Sound**

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

**Quote**

No.: **19061-B**  
 Date: 2/27/2024

Prepared for:  
 Cathy White  
 Birmingham Area Cable Board  
 P.O Box 165  
 Birmingham, MI 48012 USA

Prepared by: Shawn Watts  
 Account No.: 410  
 Phone: (248) 336-9445

Qty	Manuf	Item ID	Description	Sell	Total
1	Tight	CBL-REFLECT-BND-R	Annual Cloud-based reflection service operating forboth Cablecast Live and VOD servers	\$1,600.00	\$1,600.00
1	Tight	CBL-CABLECAST-REN	Ongoing subscription fee to maintain ONE branded Cablecast OTT channel. Also requires a Cablecast Reflect subscription <b>Formerly Screenweave</b> <b>BACB will be billed \$1850 and BCTV will be billed \$1050</b>	\$250.00	\$250.00

**Your Price:**                       
**\$1,850.00**

**Total:**                       
**\$1,850.00**

Prices are firm until 3/20/2024                      Terms: COD

**Prepared by:** Shawn Watts, shawnw@AdvancedAVL.com

**Date:** 2/19/2024

**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.

## MEMORANDUM

DATE: March 11, 2024

TO: Board Members

FROM: Cathy White

Re: Monthly Report

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### CUSTOMER COMPLAINTS

We have received six (6) complaints since the date of my last report. Complaint No. 2023-24 was submitted on behalf of a Beverly Hills resident who had a cut dangling cable in his backyard that needed to be removed by Comcast. This complaint was forwarded to Comcast and its technicians went out and trimmed/fixed the wire. This complaint is now closed.

Complaint No. 2023-25 was received from a Beverly Hills resident who requested assistance getting a WOW line repaired. The line was gradually coming undone and was sagging noticeably. He had called WOW three times but was unable to get anyone to come out to fix it. This has been taken care of and this complaint is now closed.

Complaint No. 2024-01 was received from a Birmingham resident who was having trouble with her WOW internet and had no service. She called WOW but her call was routed overseas, and she could not get her issue resolved. The escalation team representative had a technician sent out to her house. Apparently, the customer had lost power and when the power was restored, she tried to reset the modem by removing the coaxial cable by pulling the line instead of unscrewing it. The line had come off the connector causing the service to go out. The technician replaced the connector and all services have been restored. This complaint is now closed.

Complaint No. 2024-02 was received from a Birmingham resident who has a Comcast line lying on the ground on his property. He tried calling Comcast but was unable to get beyond its automated system. The Comcast crew determined that the P-hook came out of the home. This was re-attached, and the drop is now suspended as it should be. This complaint is closed.

Complaint No. 2024-03 was submitted by the property manager for Williamsburg of Birmingham condominiums. He noticed that the AT&T main line to one of the buildings was about to fall and it looked like the screws came out of the building. The AT&T escalation team representative sent a crew out to the property, and this has been fixed. This complaint is now closed.

Complaint No. 2024-04 was received from a representative of the Birmingham Woods Condominium Association. A truck ran into the Comcast cable and pulled it down. This complaint has been submitted to the Comcast escalation team and is currently pending.

#### FINANCIAL

The account balance for the MBS, Michigan United Credit Union and Beverly Hills accounts as of February 29, 2024, will be e-mailed to all Board members, as well as BACB financial reports as of February 29, 2024. Hard copies of these documents will also be distributed to Board Members at the meeting.

#### CHECK DISBURSEMENT

Eleven (11) checks have been written since the date of our last meeting as follows:

1. Charter Township of Bloomfield (BCTV quarterly contract payment): \$77,075.00
2. Village of Bingham Farms (municipal support services grant): \$3,396.22
3. Village of Beverly Hills (2 municipal support grants): \$8,701.26
4. MI Community Media Association (2024 membership dues): \$50.00
5. Plante & Moran PLLC (FY 2022-23 audit): \$11,500.00
6. Michigan United Credit Union (office supplies): \$114.48
7. Birmingham Bloomfield Chamber of Commerce (2024 membership dues): \$230.00
8. Michigan United Credit Union (NATOA membership dues, phone, office exp.): \$1,207.73
9. Michigan United Credit Union (Visa: phone): \$76.86
10. Charter Twp. of Bloomfield (communications expense for BCTV internet costs): \$934.51
11. Village of Beverly Hills (Plante & Moran invoice for additional auditing work): \$2,800.00

#### ADDITIONAL NOTES

1. The BACB Annual Report for FY 2022-23 has been prepared and a copy is attached hereto for your review and information.
2. The National Association of Telecommunications and Advisors (of which we are a member) has issued a statement indicating that NATOA supports the FCC's Proposed Final Rules to Adopt "All-In" Pricing. These rules would require cable and DBS TV providers to specify the "all-in" price clearly and prominently for video programming services in their promotional materials and on subscribers' bills. They would have to display the total cost while separately itemizing the elements that compose that aggregate cost. According to NATOA, consumers should know the ultimate price they will pay and should not be misled into believing that ordinary costs of doing business are government-imposed fees or taxes. The proposed rules would eliminate consumers'

confusion on hidden fees in cable and satellite TV billing. It should be noted here that NATOA's membership includes local government officials and staff members from across the nation whose responsibility is to develop and administer communications policy and the provision of such services for the nation's local governments.

3. The Michigan Community Media Association has notified us that House Bill No. 4965 has officially been stalled in the Senate.
4. Carrie LeZotte has written an excellent article titled "The Future of PEG Cable Stations in a Broadband World" and I will provide copies of this article to each of you at our March BACB meeting.
5. NATOA has compiled fee data over time in four major metropolitan areas demonstrating:
  - ~Cumulative increases in sports broadcasting and regional sports networks alone were between 68% and 74% since 2020;
  - ~ Broadcast fees increasing as much as five-to-sevenfold since 2016, while cable prices have increased 25-50%;
  - ~Sharp increases in cable remote fees in the last two to three years; and
  - ~Regional sports fees tripling, quadrupling and even quintupling in the last six years.



**BIRMINGHAM AREA CABLE BOARD**  
**ANNUAL REPORT**  
**FISCAL YEAR 2022-23**

**Submitted By:**

**Cathy K. White**

**Executive Director**

**December, 2023**

# **CABLE BOARD MEMBERS**

As of December 31, 2023

## **BIRMINGHAM**

David Eick- Vice Chair & Personnel Committee Chair

George Abraham- Cable Action Committee Chair

Donovan Shand

Jim Cleary

Deanna Brown

## **BINGHAM FARMS**

D.E. Hagaman

## **FRANKLIN**

Rick David-Treasurer

## **BEVERLY HILLS**

Christopher Dobies

Gilbert Gugni- Chairman

Shane Henry

Ray Kamoo- Secretary & PEG Committee Chair

## **Introduction**

The Birmingham Area Cable Board is comprised of the following four communities: Birmingham, Beverly Hills, Franklin and Bingham Farms. Each year, after completion of the annual audit prepared by Plante & Moran, BACB submits an annual report to its four members. Below is our annual report for the fiscal year 2022-2023.

We are very proud of the work that has been accomplished during the past year. Of great significance was the grant that the Board authorized in the amount of \$185,000 to the Birmingham public schools. The grant was authorized to the school district so that it could replace the television production equipment and lighting at its two high schools and three middle schools. This grant will positively impact a significant number of students who attend the Birmingham public schools from all four of our member communities.

Gil Gugni  
Chairman, Birmingham Area Cable Board

## **BCTV Contract**

The contract with BCTV for public and governmental programming, which originally expired on June 30, 2019, has been extended until December 31, 2026. Carrie LeZott currently serves as Director of Cable and Community Relations and Greg Black currently serves as Manager. The cost for BACB production and associated services in FY 2022-23 was \$308,300.00. BCTV has been taping three additional Birmingham public meetings: the Board of Zoning Appeals, the Advisory Parking Committee and the Multi-Modal Transportation Board. In addition, we utilize PEG funds for BCTV to tape local high school sports events.

## **Board Committees**

The Board has three standing committees: PEG (Public Educational Governmental), CAC (Cable Action) and Personnel committees.

## **PEG Committee**

The PEG Committee is charged with oversight and development of programming on the public access and governmental channels as well as reviewing proposed grants for PEG infrastructure. Ray Kamoo is the Chairman; membership is open to any Board member, and representatives of BCTV and the Birmingham Public Schools participate on a regular basis. Live broadcast, as well as rebroadcast, of local governmental meetings continues on the Governmental channel. The Public channel provides opportunities for local citizens to produce their own programs, as well as to broadcast/rebroadcast parades, lectures, concerts and other events of community interest. The rebroadcast of Groves versus Seaholm athletic contests, both boys and girls, is now in its tenth year and is an especially popular undertaking. Comprising its contribution to the "E" in PEG, the Cable Board has made significant contributions to help fund the broadcast infrastructure for the Birmingham Public Schools and, specifically, the Birmingham Public School Education and Administration Center. We are actively seeking new PEG grant requests to include community equipment upgrades and enhancements to the school facilities within our footprint.

## **CAC Committee**

The Cable Action Committee was formed to follow up on Board initiatives and cable provider commitments at the monthly meetings and drive special projects. Subscriber complaints are reviewed, and legal/legislative issues and new initiatives are discussed. George Abraham is the Chairman. Discussions involved PEG and municipal support services grants, financial matters, cable TV industry developments, review and improvement of the BACB website, FCC rule-making proceedings and long-term planning. We are continuing to expand our outreach to assist more members of the community in resolving customer service issues.

## **Personnel Committee**

The Personnel Committee was formed to address personnel issues, fill Board vacancies and complete performance evaluations of the Executive Director. David Eick is the Chairman. The Personnel Committee met in May of 2023 to conduct the annual review of the Executive Director's job performance.

## **Audit**

Plante & Moran, PLLC conducted the annual audit of Board financial operations. The audit included a review of the financial activities performed by Beverly Hills, which acts as the BACB fiduciary agent. The audit also reviewed activity on the Michigan United Credit Union account (designated funds to purchase capital equipment for PEG-related activities) and our Multi Bank Securities account (institutional investments). The Independent Auditor's Report indicated that the BACB's financial statements received an unmodified audit opinion for 2022-2023, which is the highest level given.

## **Grants**

The Board paid a total of \$28,041.00 in grants during the fiscal year. This amount includes municipal support services grants to the Franklin Bingham Fire Department in the amount of \$2,699 and to the Village of Beverly Hills in the amount of \$2,243.76. PEG grants were awarded to the Franklin Historical Society in the amount of \$1,102.80, the Village of Beverly Hills in the amount of \$2,812.00 and \$899.00, the Baldwin Public Library in the amount of \$10,006.75, the City of Birmingham in the amount of \$4,974.13 and the Franklin Public Library in the amount of \$3,304.00.

In addition, the Board authorized a significant grant to be paid to the Birmingham Public Schools in the amount of \$185,000.00.

In addition, Administrative Grants from franchise fees, per our Interlocal Agreement, were also returned proportionally to each BACB community.

## **Complaints**

Written complaints to the BACB increased slightly in FY 2022-23. There were approximately 31 formal complaints, compared to 28 complaints the previous year. Our Executive Director accepts all calls and website complaints including informal actions wherein residents decline to record formal action. Complaints involved pricing/billing, poor service, service interruptions, long wait times on Comcast 1-800 numbers, calls being shifted overseas, missed appointments (without compensation) and

downed/unburied wires in the rights-of-way. Subscribers are still encouraged to call their provider first to try to resolve disputes. The BACB continues to accept and process complaints from our residents. We have streamlined the escalation process. WOW!, Comcast and AT&T have escalation teams to promptly deal with residents' problems and are often resolved within 24 hours.

The Michigan Public Service Commission also addresses complaints against cable providers (as well as disputes between local units of government and cable providers). The MPSC process is rather difficult and time-consuming for residents; the BACB, however, continues to address all local complaints immediately.

### **Fiscal Year Budget**

The Board is expected to receive \$572,000.00 in franchise and PEG fees this upcoming fiscal year. This includes \$272,000.00 in franchise fees and \$300,000.00 in PEG fees. PEG fees are designated funds and may only be used for purchase and maintenance of capital equipment.

# Bloomfield Community Television

## Memorandum

## Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report December, 2023 through January 2024

Date: January 11, 2024

Cc: Greg Black; Cathy White; Gil Gugni, Ray Kamoo, Carrie LeZotte, David Eick

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### **BAMA Programs**

During this time period we've completed all regularly scheduled municipal meetings, which include: the BACB meeting, Baldwin Public Library Board and Trust meeting, The Village of Bingham Farms meeting, The Village of Beverly Hills Council meeting, The Village of Franklin Historic, Zoning, Council, and Planning Meetings. The City of Birmingham's, Commission, Planning Board, Parks and Rec Board, Zoning Board of Appeals, Historic Board and Design Review Board, Advisory Parking Committee, and the Multi Modal Meeting.

### **BAPA Programs**

***From BACB area individual producers and organizations, we've taped 21 programs.***

- ❖ Spectrum Orchestra Concert.
- ❖ League of Women Voters Oakland Area with Lisa Brown, Michigan House of Representatives District 39.
- ❖ Lunch and Learn Lecture.
- ❖ Healing with Ketamine.
- ❖ Birmingham Concert Band.
- ❖ *Two BACB Winter Sports (Boys Hockey and Boys Basketball).*
- ❖ Two Birmingham Musicale concerts.
- ❖ Two Sparkle hosted by Betsy Leboe.
- ❖ *Four Michigan Entrepreneur hosted by Tara Kachaturoff.*
- ❖ Six Eye on Oakland hosted by Chuck Moss.

### **PRODUCER & VOLUNTEER WORKSHOP OR STUDIO TOUR**

We are offering a one on one session for those who are interested in producing their own show and to those who want to work behind the scenes. Please call 248-433-7790.

### **UPCOMING WINTER BACB SPORTS COVERAGE**

Wrestling, Basketball, Swim and Dive, Hockey.

### **NEW SHOWS BEING PRODUCED IN 2024**

AP on Play – Legal Series

Healing Home – Helping families when it comes to postpartum planning.

Birmingham Bloomfield Businesses – Highlighting Businesses in the Birmingham Bloomfield area.

# Bloomfield Community Television

## Memorandum

## Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report February, 2024 through March 2024

Date: March 13, 2024

Cc: Greg Black; Cathy White; Gil Gugni, Ray Kamoo, Carrie LeZotte, David Eick

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### **BAMA Programs**

During this time period we've completed all regularly scheduled municipal meetings, which include: the BACB meeting, Baldwin Public Library Board and Trust meeting, The Village of Bingham Farms meeting, The Village of Beverly Hills Council meeting, The Village of Franklin Historic, Zoning, Council, and Planning Meetings. The City of Birmingham's, Commission, Planning Board, Parks and Rec Board, Zoning Board of Appeals, Historic Board and Design Review Board, Advisory Parking Committee, the Multi Modal Meeting. Franklin Council and Birmingham City Commission Workshops.

### **BAPA Programs**

***From BACB area individual producers and organizations, we've taped 26 programs.***

- ❖ Birmingham Youth Assistance 41st Annual Kids' Dog Show.
- ❖ *Five BACB Winter Sports (Girls Hockey, Boys & Girls Basketball, Wrestling, and Swim and Dive).*
- ❖ Two Birmingham Musicales concerts.
- ❖ Two Birmingham Bloomfield Chamber Lecture Series (Economic and Technology Forecast).
- ❖ Birmingham Concert Band.
- ❖ Sparkle hosted by Betsy Leboe.
- ❖ Healing with Ketamine hosted by Dr. Cassius Drake.
- ❖ Two Lunch and Learn Lectures.
- ❖ Spectrum Orchestra Concert.
- ❖ Six Eye on Oakland hosted by Chuck Moss.
- ❖ League of Women Voters Oakland Area with Anne Mervenne on Voting Safety.
- ❖ League of Women Voters Oakland Area with Rochelle Riley on Women's History Month.
- ❖ *Two Michigan Entrepreneur hosted by Tara Kachaturoff.*

### **OPEN HOUSE & ORIENTATION**

We have scheduled an Orientation for Monday, March 18, 2024 from 4:00 PM to 5:00 PM at our studio. Please call 248-433-7790 to RSVP. This is the first process to produce your own show. If you are unable to attend Monday, March 18, please check our website for future dates.

### **UPCOMING BACB SPRING SPORTS COVERAGE**

Baseball, Softball, Girls and Boys lacrosse, Water Polo and Girls soccer.

### **NEW SHOWS BEING PRODUCED IN 2024**

AP on Play – Legal Series

Healing Home – Helping families when it comes to postpartum planning.

Birmingham Bloomfield Businesses – Highlighting Businesses in the Birmingham Bloomfield area.

Urgent Ground – Discussion about local issues.

Building Together – The rebuilding of Oakland Hills and projects in the community.