

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, May 15,2024 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 March 20,2024- M
3. Public Comments
4. Municipal Support Services Grant Request- Beverly Hills (Parks and Recreation Board)-M
5. Approval of Personnel Committee Recommendation for Increase in Exec. Dir. Compensation-M
6. Approval of Proposed Budget Amendment for Fiscal Year 2023-24-M
7. Financial Analysis by Board Treasurer
8. Approval of Proposed BACB Budget for Fiscal Year 2024-25- M
9. Committee Reports
 - a. Cable Action Committee
 - b. PEG Committee
 - c. Personnel 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

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – March 20, 2024

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

APPROVE MINUTES OF CABLE BOARD MEETING HELD November 15, 2023

Gugni stated there had not been a meeting in January because there was not a quorum.

Motion by Eick, seconded by Kamoo to approve the minutes of the Cable Board meeting on November 15, 2023.

Motion passed unanimously (7-0).

PUBLIC COMMENTS

There were no comments from the public.

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

Rick David, BACB Treasurer, prepared a memo, dated January 8, 2024, addressing three (3) 2023 Administrative Grants. In his absence, Gugni presented each Grant:

Item #1 - Franklin did not pay its 2022 fiscal year Franchise fees in a timely basis. Therefore, BACB delayed its payment of an administrative grant to the Village. White agreed with the figures David provided: totaling an Administrative Grant of \$35,222 (95% of the late payment).

Motion by Eick, seconded by Henry to accept the figures as proposed in David’s January 8, 2024 memo be paid to the communities, as follows: Birmingham \$5,719, Beverly Hills \$2,913, Franklin \$25,828 (reflects the 0 payment in the prior year), and Bingham Farms \$762.

Roll Call Vote

Dobies Aye
Abraham Aye
Cleary Aye
Eick Aye
Henry Aye
Gugni Aye
Kamoo Aye

Motion Passed (7-0).

Item #2 - Proposed percentage fees BACB will give back to the communities.

White presented this item explaining that due to an increase of residents dropping their cable subscriptions, David recommended a change in the policy of paying back to the communities 95% of the franchise fees revenues. He proposed that the refund rate be reduced to 50% for the recently concluded 2023 fiscal year. This would still provide some revenue for the Birmingham Public Schools, Bloomfield Community TV (BCTV), and the regular updating of the remote broadcast vehicle.

Gugni suggested that this policy should be discussed each year.

Motion by Henry, seconded by Kamoo to reduce the refund rate for the recently concluded 2022-2023 Fiscal Year to 50% of the unspent franchise fee revenues for each community.

Henry agreed that an annual review of this matter be reviewed annually and reminded the Board Members that the website of the BACB strategic plan does not mention that one of the goals was to give a maximum amount of money to our four (4) member communities. Since this information is on the BACB web page it was suggested that this subject be addressed every year.

Roll Call Vote

Abraham	Aye
Cleary	Aye
Eick	Aye
Henry	Aye
Gugni	Aye
Kamoo	Aye
Dobies	Aye

Motion Passed (7-0).

Item #3 – Proposal of how to distribute the franchise fees at 50%.

In the Board's packet, David has included a recommended distribution of the administrative grants.

White explained that for the previous fiscal year Bingham Farms was in the same situation as Franklin. Its payment of fees did not occur until September which is past the end date (June 2023) of the fiscal year. When Bingham Farms pays its share, the Administrative Grant will be adjusted.

Motion by Kamoo, seconded by Eick to approve the recommended 2022-2023 Fiscal Year administrative grants, as follows: Birmingham \$99,756, Franklin \$8,857, Beverly Hills \$30,287, and Bingham Farms 0 (note: this will be adjusted next year.)

Roll Call Vote

Cleary	Aye
Eick	Aye
Henry	Aye
Gugni	Aye
Kamoo	Aye
Dobies	Aye
Abraham	Aye

Motion Passed (7-0).

PRESENTATION FROM CARRIE LeZOTTE (BCTV) RE: PEG CURRENT LEGISLATION AND FUTURE FUNDING

The Director of Cable & Community Relations, Bloomfield Township gave her report, titled: “THE FUTURE OF PEG CABLE STATIONS IN A BROADBAND WORLD”. In October she attended the National NATOA Conference where she was honored to receive several awards, including an Award of Distinction for Social Media Recruitment campaign and an Award of Honor for the Best Use of Video on social media. These awards related to recruitment campaigns which involved working with the Police Department. LeZotte presented a slide show about some of the discussions at the conference. She referred to her blog, CARRIELEZOTTE.COM.BLOG, and encouraged the public to read the two entries: “The Future of PEG Cable Stations in a Broadband World” and “Breaking Through: A Guide for Impactful Police Marketing”.

Four (4) of the informational slides of her presentation were titled, “**FUNDING DECREASES AS STREAMING GAINS POPULARITY**”; “**CONFLICTING PRIORITIES**”; “**IN THE CONTEXT OF CABLE TELEVISION**... The Franchise and Peg Fees are key expressions of the Federal Government’s Commitment to Media Localism and Diversity.”; and “**THE IMPORTANCE OF PEG TELEVISION**”. The next slide was entitled, **RECENT LEGISLATION**. She explained H.R.907: **Protection Community Television Act** in February of 2023; H.B. 4965: Bill before Michigan legislature that would amend the **Uniform Video Service Act**; and H.R.3557: The **American Broadband Deployment Act**, introduced in May 2023. LeZotte showed a letter which was written and signed by Bloomfield Township Officials (Clerk, Treasurer, and Supervisor) against H.R. 3557 Bill urging that the proposed legislation not be passed.

The next slide was entitled, **FUTURE FUNDING POSSIBILITIES** and she mentioned examples of some being used in the country. In her opinion LeZotte stated this was the most interesting, impactful, and most well-attended session at NATOA. She concluded with a final slide, **NEXT STEPS** outlining her hopes for future development and educating the communities. One consideration might be a name change from BCTV to Bloomfield Community Studios. She listed other possibilities for the communities.

APPROVAL OF QUOTE FOR CABLECAST RENEWAL

White explained this came from BCTV and is a quote from Advanced Lighting & Sound.

The quote of \$1,850.00 is for BACB’s annual cost of the playback services and streaming services on Roku and Apple TV +. BCTV will pay an additional \$1,050.00. This is an annual cost.

Motion by Kamoo, seconded by Cleary to pay \$1,850.00 to Advanced Lighting & Sound for annual Cablecast renewal.

Roll Call Vote

Eick	Aye
Henry	Aye
Gugni	Aye
Kamoo	Aye
Dobies	Aye
Abraham	Aye
Cleary	Aye

Motion Passed (7-0).

COMMITTEE REPORTS

Cable Action Committee

Abraham stated there will not be a meeting today after this Board meeting. If anything comes up in the future Board Members will be notified. Potentially there will be a meeting after the next Board meeting,

PEG Committee

Kamoo stated there was not a meeting after the last meeting. However, there will be one immediately following this meeting.

Personnel Committee

Eick has a recommendation to the Personnel Committee; therefore, there will be a meeting following this Board meeting.

Gugni suggested the PEG Committee be the first meeting today followed by the Personnel Committee meeting.

EXECUTIVE DIRECTOR’S REPORT

White reported there were 6 new complaints this month which she listed in her report. All of them except one have to do with wires down and needing repair. The one that didn’t was from a Birmingham resident who had lost power. In trying to restore her cable herself she pulled the cable from the modem. A WOW technician replaced the connector and her service was restored. This complaint is closed. She noted that the complaint from Birmingham Woods Condominium Association has been resolved. A truck had run into a Comcast cable and pulled it down. The

Comcast escalation team resolved this complaint.

FINANCIAL

White provided the details of the financial account balances for the MBS, Michigan United Credit Union and Beverly Hills accounts as of February 29, 2024.

She wanted to give the Board Members hard copies of these documents at the meeting but had difficulty with her printer.

CHECK DISBURSEMENT

White wrote eleven (11) checks since the date of the last meeting and identified them in her report. She made note of several: the Charter Township of Bloomfield for the BCTV quarterly contract payment of \$77,075.00 and \$11,500.00 to Plante & Moran for the FY 2022-2023 audit. Membership dues were paid, as well as municipal support grants to the Village of Bingham Farms and the Village of Beverly Hills which the Board had approved.

ADDITIONAL NOTES

Copies of the Cable Board Annual Report for Fiscal Year 2022-2023 were attached to her distributed report. This report has been sent to all four (4) communities.

BCTV received a statement from the National Association of Telecommunications Officers and Advisors (NATOA) indicating it supports the FCC's Proposed Final Rules to Adopt "All-In" Pricing. The proposed rules would eliminate confusion on hidden fees in cable and satellite TV billing. White will provide an update on its possible passage.

House Bill 4965 that LeZotte referenced in her report is stalled in the Senate.

In her report, White provided some fee data that NATOA had collected in four (4) metropolitan areas indicating the trends in sports broadcasting and regional sports networks.

Gugni asked Gojcay, Attorney for the Cable Board, to research and briefly explain the details of HB 4965 which is in the Senate. "If passed this bill will kill all funding for PEG in the State of Michigan. According to the MICMA (Michigan Community Media Association) website, ***"HB 4965 is poised to rewrite PA 480 which has clearly defined language that all commercial Video Services offered, in whole or in part, in our public right of ways, is subject to Franchise (5%) and PEG fees (2%). This includes streaming services over IP based delivery systems including services like Netflix, Disney+, Google TV, HULU etc. This bill will give away over \$100 million in local revenue that will impact EVERY community in Michigan."***

Gojcay is of the opinion that the Cable Board cannot not provide any funds for lobbying efforts, for or against. Discussion ensued regarding what the BACB and other organizations can do to try to defeat such legislation.

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

Rota presented two (2) memos from December 2023 to March 2024 which he combined in his report. For this time period all regularly scheduled BAMA municipal meetings were completed, as well as a few special meetings and workshops Birmingham and Franklin had put on in the last four (4) months. Regarding the BAPA programs for the same period of time, BACB area individual producers and organizations taped a total of 47 programs. This includes those from the studio, the podcasts, on-location lectures, the concerts and completed the BACB Winter Sports (girls and boys hockey, wrestling, girls and boys basketball and swim and dive).

One-on-one Producer and Volunteer Workshops will continue to be offered if people are still interested. If interested call 248-433-7790. As LeZotte had mentioned, the goal is to use the studio space more effectively, thus she has organized orientations which is the first step to producing individual shows. The Board will be notified when the next Orientation Session is scheduled. In 2024 five (5) new shows are being produced by local residents.

BACB Spring sports will be covered: Baseball, Softball, Girls and Boys Lacrosse, Water Polo and Girls Soccer.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

PUBLIC COMMENTS

There were none.

BOARD COMMENTS

Eick thanked Rick David for the important document he put together.

Gugni expressed the need for another representative on the BACB Board from the City of Birmingham.

There being no further business, the meeting was adjourned at 8:47 AM.



To: Chairperson Gugni; Members of the Birmingham Area Cable Board
Cathy White, Executive Director

From: Kristin Rutkowski, Village Clerk/Assistant Village Manager, Village of Beverly Hills

Subject: Municipal Services Grant Request for Beverly Park

Date: May 8, 2024

The Beverly Hills Parks & Recreation Board is respectfully requesting a Municipal Services Grant from the Birmingham Area Cable Board in the amount of \$22,448.04 for the purchase and installation of Audio/Visual equipment at Beverly Park.

The Board is interested in installing cameras at the Beverly Park pavilion in the interest of public safety. Additionally, the Board would like to install audio/speaker equipment at the pavilion to be used during public events. Currently, for events such as the Memorial Day Carnival, a portable sound system is set up for music and announcements, but the equipment is reaching the end of its lifespan.

After reviewing quotes at their April 18, 2024 meeting, the Parks & Recreation Board agreed to move forward with a proposal from MDIS. MDIS also installed AV equipment at the Public Safety Department and the Village was satisfied with their services. The prices for the equipment, installation, and configuration are attached to this memo. We are looking forward to bringing updated technology to Beverly Park with the help of the Birmingham Area Cable Board to better serve the public.

Parks & Recreation Board member Sara Bresnahan will be in attendance at the May 15, 2024 Cable Board meeting to answer any questions the Board may have.

We have prepared a quote for you



Beverly Hills Parks & Recreation: Beverly Hills Village Park CCTV & AV Solutions

Quote # JWH001905 Version 1

Prepared for:

Beverly Hills Parks & Recreation



P: (248) 289-8500 E: jhanse@mdisnow.com W: www.mdisnow.com

CCTV EQUIPMENT

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
Z4-01581004	Axis Communications S2212 S22 Series 12-Channel Camera Station Appliance Recorder with Integrated PoE Switch, Includes Camera Station License, 6TB HDD, Black	\$2,769.95	1	\$2,769.95	True
Z4-02341001	Axis Communications P1467-LE P14 Series 5MP Outdoor Fixed Bullet IR WDR IP Camera, 2.8-8mm Varifocal Lens, White	\$657.75	2	\$1,315.50	True
Z4-02421001	Axis Communication TQ1602-E Outdoor Conduit Back Box IP66/IP67 Rated with Conduit Entrance	\$124.20	2	\$248.40	True
Z4-02125001	Axis Communications M2036-LE M20 Series 4MP Outdoor Fixed Bullet IR WDR IP Camera, 2.4mm Lens, White	\$332.36	4	\$1,329.44	True
Z4-01604001	Axis Communications M3115-LVE M31 Series 2MP HDTV Flat Faced Dome IR WDR IP Camera, 2.8mm Lens, White	\$270.38	2	\$540.76	True
Z4-02511001	Axis Communications M4318-PLVE 12MP Outdoor IR Panoramic Mini Dome IP Camera, 1.3mm Fixed Lens, White	\$703.89	1	\$703.89	True
Z4-01190001	Axis Communications T94s01p Conduit Back Box	\$108.42	1	\$108.42	True
Z4-5505191	Axis Communications ACI Conduit Adapter 3/4" U-Shape 30mm, 5-Pack	\$30.21	1	\$30.21	True
TC-SRW6U	Tripp Lite 6U Rack Equipment	\$248.22	1	\$248.22	True
0E-625V8LCD2	W Box 625VA Tower UPS	\$108.22	1	\$108.22	True
MISCELLANEOUS	MISCELLANEOUS	\$0.00	1	\$0.00	False

Subtotal: **\$7,403.01**



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CCTV INSTALLATION

Category	Installation Description	Amount	Is Taxable
Pre-wiring	<p>Pre-wire the Axis Communications Dome Cameras, Bullet Cameras, Panoramic cameras, and Fisheye cameras with all necessary category cabling. Run cabling in accordance with industry standards, routing it as discreetly and securely as possible. Pre-wire cabling from the Network Switch and/or Axis Network Video Recorder in the designated equipment room.</p> <p>Terminate cable endpoints of the Category 6 cabling using appropriate connectors. Organize, label, and provide instructions for use of Axis surveillance equipment.</p> <p>Terminate cable endpoints of the Category 6 cabling using appropriate connectors. Organize, label, and provide instructions for use of Axis surveillance equipment.</p>	\$3,150.00	False
Installation	Installation of 6U Rack and 1500VA UPS. Install the Axis Communications network video recorder. Install the Axis Communications Network Cameras as designated on the drawing. Install each camera on its correlating mount for ideal viewing angle for capturing footage.	\$1,260.00	False
Configuration	Configure all the Axis Communications IP Cameras and to seamlessly provide footage. Add all camera licenses and connect cameras with the server. Configure appropriate frame rate, resolution, and Axis camera settings. MDIS will demonstrate and teach client how to efficiently utilize Axis' system functionality and operational capability.	\$1,260.00	False

Subtotal: **\$5,670.00**

AUDIO EQUIPMENT

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
RD-MCA66	Russound MCA-66 6-Zone, 6-Source Controller Amplifier	\$1,483.02	1	\$1,483.02	True
RD-IPK1	Russound IPK-1 Single-Gang IP Keypad	\$165.66	1	\$165.66	True
RD-BTC2X	Russound BTC-2X MCA Series Bluetooth 5.1 Remote Transceiver, RJ-45, 3.5mm Audio Out and Remote Pairing Connections, White	\$165.87	1	\$165.87	True
RU-972LESMO9	RCI 972 All-In-One Illuminated Pushbutton, Momentary, Includes English and Spanish	\$44.69	1	\$44.69	True



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AUDIO EQUIPMENT

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
RA-AP410M2A	Audix AP410M2A R41 Wireless System with Handheld Mic and OM2 Capsule	\$430.58	1	\$430.58	True
RA-RMT4161	Audix RMT4161 19" Metal Rackmount 19" for R41 and R61	\$25.87	1	\$25.87	True
C0-FBX2410	ClearOne SABINE FBX2410 Feedback Exterminator	\$275.28	1	\$275.28	True
B09QCMY34X	WeHere Lock Box(Plus)	\$152.93	1	\$152.93	True
B0C9ZY6PDH	WeHere Wi-Fi Bridge (W100)	\$82.34	1	\$82.34	True
B0BLTSW8KC	Self-Adhesive 1.5" X 12" X 12" Foam	\$22.34	1	\$22.34	True
JF-C251BLK	Jbl Professional Control 25-1 2-Way Indoor/Outdoor Wall Mount Speakers (Pair)	\$413.59	4	\$1,654.36	True
WG-52835008	Genesis 52835008 16/2 Stranded Outdoor Audacious Speaker Cable, 500' (152.4 m), Reel, Black	\$137.41	1	\$137.41	True
FU-M8X2	Furman M-8X2 Merit Series Standard Power Conditioner, 15A 130V, 9 Outlets	\$76.46	1	\$76.46	True
TC-SRW6U	Tripp Lite 6U Rack Equipment	\$248.22	1	\$248.22	True
MISCELLANEOUS	MISCELLANEOUS	\$0.00	1	\$0.00	False

Subtotal: **\$4,965.03**

AUDIO INSTALLATION

Category	Installation Description	Amount	Is Taxable
Pre-wiring	Pre-wire the audio cabling to each JBL Control 25 Outdoor speaker, connecting back to the Russound 6-Zone, 6-Source Controller Amplifier. Pre-wire the Russound Bluetooth kit, Wireless microphone receiver. Pre-wire all volume controls with necessary cabling.	\$2,520.00	False
Installation	Install the 6U wall mount rack system for the new audio system equipment. Install the Russound MCA-66 6-Zone, 6-Source Controller Amplifier, Russound IPK-1 Single-Gang IP Keypad, Russound BSK-2 MCA Series Full-Featured Bluetooth Source, Audix Wireless Microphone System, (4) Pairs of Jbl Professional Control 25-1 2-Way Indoor/Outdoor Wall Mount Speakers and a Furman M-8X2 Merit Series Standard Power Conditioner. Install WeHere Lock Box to have a volume control, bluetooth pair button, and wireless microphone inside.	\$1,260.00	False



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AUDIO INSTALLATION

Category	Installation Description	Amount	Is Taxable
Configuration	Program and configure Russound audio system to ensure audio equipment is communicating properly. Configure wireless microphone. Configure scenarios that for audio system. System training is available for desired users regarding the solutions functionality.	\$630.00	False

Subtotal: **\$4,410.00**



P: (248) 289-8500 E: jhanse@mdisnow.com W: www.mdisnow.com

Beverly Hills Parks & Recreation: Beverly Hills Village Park CCTV & AV Solutions



Prepared by:
Metro Detroit Integrated Systems

Jason W. Hanse
(248) 565-3234
Fax (248) 289-8500
jhanse@mdisnow.com

Prepared for:
Beverly Hills Parks & Recreation

18801 Beverly Rd
Franklin, MI 48025
Sara Bresnahan
(248) 953-8622
sara.bresnahan3@gmail.com

Quote Information:
Quote #: JWH001905

Version: 1
Delivery Date: 03/26/2024
Expiration Date: 04/30/2024

Quote Summary

Description	Amount
CCTV EQUIPMENT	\$7,403.01
CCTV INSTALLATION	\$5,670.00
AUDIO EQUIPMENT	\$4,965.03
AUDIO INSTALLATION	\$4,410.00
Total:	\$22,448.04

Interest at 1.25% per month will be charged on overdue balances
25% restock fee
No returns on special order items
Additional add-ons will be billed as parts & labor @ \$150.00/hr

Metro Detroit Integrated Systems

Beverly Hills Parks & Recreation

Signature:

Name: Jason Hanse

Title: Account Manager

Date: 03/26/2024

Signature: _____

Name: Sara Bresnahan

Date: _____



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Appendix

Terms & Conditions

Terms & Conditions

- Interest at 1.25% per month will be charged on overdue balances.
- 25% restock fee may apply.
- No returns on special order items.
- Additional add-ons will be billed as parts and labor @ \$150 hour.
- Quote sub components are interdependent and not severable without approval by MDIS.

Note to Recipient

- Please mail all payments to **4921 Leafdale Blvd. Royal Oak, MI 48073-1020**
- 50% Deposit Required before parts can be released.
- Final Payment Due: **Net 15**
- 3.5% Processing Fee will be added if paying by credit card.
- Thank you for choosing MDIS!

MEMORANDUM

TO: BIRMINGHAM AREA CABLE BOARD

FROM: DAVID EICK, PERSONNEL COMMITTEE CHAIR

RE: EXECUTIVE DIRECTOR'S ANNUAL EVALUATION AND PAY INCREASE REQUEST

PLEASE BE ADVISED THAT THE ANNUAL EVALUATIONS WERE SENT OUT TO EVERYONE ON THE BOARD AND RETURNED TO ME IN APRIL. THE PERSONNEL COMMITTEE THEN MET AND DISCUSSED. WE LOOKED AT INCREASES IN COST-OF-LIVING PERCENTAGES AND OTHER VARIABLES IN THE INDUSTRY TODAY. THE EVALUATIONS SHOWED HIGH MARKS IN EACH CATEGORY, WHICH RESULTED IN A VERY POSITIVE ANNUAL EVALUATION.

AFTER SOME DISCUSSION AND INPUT, THE COMMITTEE UNANIMOUSLY DECIDED TO GIVE CATHY A VOTE OF APPROVAL FOR ANOTHER YEAR AND TO RECOMMEND THAT THE BOARD AWARD HER A SALARY INCREASE OF \$2,035 (5.5%) FOR A TOTAL OF \$39,025 PER YEAR.

IT IS RESPECTFULLY REQUESTED THAT THE BOARD CONCUR IN THIS RECOMMENDATION AND APPROVE THE INCREASE IN ANNUAL COMPENSATION FOR THE EXECUTIVE DIRECTOR.

MEMORANDUM

TO: BIRMINGHAM AREA CABLE BOARD

FROM: CATHY WHITE, EXECUTIVE DIRECTOR

RE: REQUEST TO APPROVE FISCAL YEAR 2023-24 BUDGET AMENDMENT

THE BACB ANNUAL BUDGET FOR FISCAL YEAR 2023-2024 INCLUDED THE AMOUNT OF \$13,000 FOR AUDITING FEES. THIS YEAR WE PAID PLANTE & MORAN, PLLC THE TOTAL SUM OF \$14,300 FOR THEIR SERVICES. THIS IS DUE TO AN INCREASE IN THEIR FEE AS WELL AS ADDITIONAL SERVICES FOR BEVERLY HILLS' FIDUCIARY TASKS.

IT IS THEREFORE RESPECTFULLY REQUESTED THAT THE BOARD AUTHORIZE A BUDGET AMENDMENT FOR FISCAL YEAR 2023-2024 TO INCREASE THE LINE-ITEM AMOUNT FOR AUDITING TO \$14,300.



**Birmingham Area Cable Board
Multi Year Financial Analysis**

Year Ended June 30,	Franchise Fees	PEG Fees	Other Revenues	Total Revenue	PEG Operations Exp	Board Expenditures	Net Change in Net Position
2019	377,659	399,084	32,303	809,046	411,322	388,127	9,597
2020	358,794	381,298	32,811	772,903	321,869	469,660	(18,626)
2021	343,585	358,849	1,374	703,808	372,318	169,779	161,711
2022	335,751	339,483	(43,253)	631,981	306,680	379,007	(53,706)
2023	328,799	333,393	(182)	662,010	367,419	248,841	45,750

Selected Expenditures

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
BOARD				
Admin Grants	379,168	90,847	299,962	171,238
Professional Fees	27,537	19,538	23,580	19,888
PEG				
Cable Contractor	216,621	216,179	262,350	308,300
Grants	40,491	104,753	459	21,996
Equipment	38,665	25,000	40,103	2,197
Net Change	(18,626)	161,711	(53,706)	45,750
Net Position				
Net Capital Assets	203,474	178,880	191,468	162,945
PEG restricted	1,057,147	1,067,572	1,088,487	1,082,983
Unrestricted	409,282	585,162	497,953	577,730
	<u>1,669,903</u>	<u>1,831,614</u>	<u>1,777,908</u>	<u>1,823,658</u>
Fund Balance in				
General Fund	1,334,498	1,627,826	1,409,086	1,604,922
change from P/Y		293,328	(218,740)	195,836

Birmingham Area Cable Board
Proposed Budget
Year Ended June 30, 2025

	Current Budget	Proposed Budget
	Year Ended June 30, 2024	Year Ended June 30, 2025
Franchise Fee Income:		
Beverly Hills Franchise Fee	77,000	72,000
Bingham Farms Franchise Fee	20,000	18,000
Birmingham Franchise Fee	158,000	144,000
Franklin Franchise Fee	17,000	16,000
Total Franchise Fee Income	272,000	250,000
Board Expenses:		
Accounting Expenses	2,400	2,400
Administrative Grants	153,540	130,340
Advertising - Community Outreach	500	500
Bank Service Charges	60	60
Conferences	900	2,500
Contract labor	1,500	1,400
Executive Director	40,000	42,200
HR Services	1,200	1,200
Insurance	3,000	3,000
Mileage	700	600
Memberships	1,500	1,500
Office Expense	3,500	3,500
Telephone	1,100	1,000
Website	3,500	3,200
Auditing	13,000	15,000
Legal Fees	15,000	11,000
Technical Support	600	600
Total Board Expenses	242,000	220,000
Municipal Support Services	30,000	30,000
Total Franchise Fee Expenses	272,000	250,000

Net Franchise Fee Income	0	0
PEG Revenue:		
Total PEG Revenue	300,000	250,000
Other Income		
Interest Income	15	15
Other Income	100	100
MBS Gains	900	900
Total PEG Income	301,015	251,015
PEG Operations		
Cable Contractor	308,300	308,300
Communications Expense	6,000	6,000
Equipment Purchases	3,000	10,000
Grants	200,000	200,000
Production Truck	10,000	100,000
Production Crew Uniforms	500	400
Program Expense	40,000	-
Total PEG Operations	567,800	624,700
Net PEG Income	(266,785)	(373,685)
Anticipated drawdown from PEG Equity	(192,300)	(301,785)

MEMORANDUM

DATE: May 10, 2024
TO: Board Members
FROM: Cathy White
Re: Monthly Report

CUSTOMER COMPLAINTS

Complaint No. 2024-04, which was pending on the date of my last report, has been resolved. We have received two (2) complaints since the date of my last report. Complaint No. 2024-05 was received from a Birmingham resident who had WOW cable lines hanging very low on her property, running parallel to the sidewalk. She indicated that the lines kept getting lower and were approximately 10 feet above the sidewalk and close enough for a child on a bike to hit with a stick. She contacted WOW but was told that it would be June or July before the cables could be returned to a safe and proper height. Once this was submitted to the WOW escalation team representative, it was quickly resolved and this complaint is now closed.

Complaint No. 2024-06 was received from a Birmingham resident who has had a billing dispute with Comcast that he has not been able to get fully resolved despite several calls to Comcast. This complaint is pending.

FINANCIAL

The account balance for the MBS, Michigan United Credit Union and Beverly Hills accounts as of April 30, 2024, will be e-mailed to all Board members, as well as BACB financial reports as of April 30, 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. Michigan United Credit Union (Visa: office expenses): \$35.00
2. City of Birmingham (Administrative Grant): \$5,719.00
3. Village of Beverly Hills (Administrative Grant): \$2,913.00
4. Village of Franklin (Administrative Grant): \$25,828.00
5. Village of Bingham Farms (Administrative Grant): \$762.00
6. City of Birmingham (Administrative Grant): \$99,756.00
7. Village of Beverly Hills (Administrative Grant): \$30,287.00
8. Village of Franklin (Administrative Grant): \$8,857.00
9. Advanced Lighting and Sound (equipment): \$1,850.00
10. Charter Township of Bloomfield (BCTV internet costs): \$11,072.88
11. Charter Township of Bloomfield (quarterly contract fee): \$77,075.00

ADDITIONAL NOTES

1. Our meeting dates in 2025 will be as follows: January 15, March 19, May 21, July 16, September 17 and November 19.
2. Comcast has advised us that the Enlace channel will no longer be available as part of their lineup.
3. Comcast's programming agreement with Diamond Sports Group has expired and they no longer have the right to carry their channels, including the local Bally Sports Network. The loss of this channel will result in savings that Xfinity will pass along to its customers. There will be a monthly credit on subscribers' bills in the coming weeks.