

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – February 21, 2018

Present: Abraham (alternate), McLain, Shand – Birmingham  
 Bayer, Borgon, Bozell, Gugni, Maly – Beverly Hills

Absent: Delaney (non-voting liaison) – Beverly Hills  
 Ettenson – Bingham Farms  
 Eick, Fenberg, Heldt, McAlear – Birmingham  
 Stakhiv – Franklin

Also Present: Currier – Attorney for Cable Board  
 Rota – Bloomfield Community Television

McLain called the meeting to order at 7:45 AM in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

**AMEND AGENDA**

Motion by Gugni, seconded by Bozell and Borgon to remove **4. Treasurer's Report** from today's Agenda, as the Treasurer was not in attendance.

Motion Passed.

**APPROVE MINUTES OF CABLE BOARD MEETING HELD January 17, 2018.**

Motion by Shand, seconded by Bozell to approve the minutes of the Regular Cable Board Meeting on January 17, 2018.

Motion Passed.

Shand noted two typographical errors on page 2: 1) In 3<sup>rd</sup> paragraph, last sentence. It should read, "... Hagaman's presentation and complimented her and the staff..." and 2) After the Revised Roll Call Vote tally. The sentence should read, "Due to a lack of a complete complement of Birmingham representation,..."

Motion by Shand, seconded by Bozell to approve the minutes of the Regular Cable Board Meeting on January 17, 2018, as amended.

Motion Passed.

**PUBLIC COMMENTS**

None

**REQUEST TO APPROVE FY 2017-18 BUDGET AMENDMENTS**

White referred to her Revised Memorandum which each Board Member received at this meeting and that explained her recommendation for postponing the request to increase the amount for the Administrative Grants. Included in the memo was a request to increase specific individual line-items of the BACB Budget which she detailed.

Motion by Borgon, seconded by Bayer that the Birmingham Area Cable Board does hereby authorize the following Amendments to line-items in the FY 2017-18 BACB Budget: Advertising/Promotion – Increase from \$700.00 to \$3,000.00; Conferences – Increase from \$1,000.00 to \$3,200.00; PEG Grants – Increase from \$120,000.00 to \$195,000.00; Cable Contractor – Increase from \$239,725.00 to \$245,800.00.

Bozell inquired if the increases had been recommended by the Auditors. White replied in the negative. The intention was to reconcile the Budget and to show that the Cable Board was in line with its budget.

Bayer suggested that next year's Budget include a line item increase for Advertising/Promotion due to the new website. McLain noted that an increase had been discussed in the Cable Action Committee meeting with regards to the new website and its goal of increasing "community outreach."

Responding to Borgon's inquiry, White confirmed there were "cushions" in all the expense line items.

Roll Call Vote:  
Motion Passed (8-0)

McLain mentioned that the Board was waiting for a memo and some direction from the four (4) City Managers about the Cable Board's Administrative Grant process and Fund Balance process. At this moment monies for possible additional Administrative Grants were still in reserve.

## **COMMITTEE REPORTS**

### **Cable Action Committee**

Eick was not in attendance. White reported there had been a lengthy meeting on February 8, 2018. Six (6) companies presented proposals for the new website redesign project. The list was narrowed down to three and additional questions were posed to the three (3) companies. Each has responded with its answers to those follow up questions. The matter will be further considered at the March 1, 2018 CAC meeting, a final recommendation would be made and then brought before the Cable Board for a vote at the next regular meeting. She invited any Board member to review the different proposals and additional questions and responses. The three (3) selected vendors, all of which have experience with municipalities, were: CivicPlus (Manhattan, Kansas), Revize (vendor for Beverly Hills, Bingham Farms and Franklin) and MuniWeb (BACB current provider).

McLain complimented Abraham, Bayer and Eick on their hard work on this logistical challenge to collect all the information, to sift through it and to be very fair and balanced about it. Abraham added that the three chosen were also the least expensive. Bayer was pleased with the committee's due diligence.

Shand confirmed that the March 1, 2018 meeting would be beneficial for those Members who were unable to attend the February 8, 2018 meeting.

The next Cable Action Committee meeting will be March 1, 2018 at 4:30 P.M. in the Baldwin Public Library in Birmingham on the second (2<sup>nd</sup>) floor. The public is always welcome to attend.

### **PEG Committee**

McAlear was unable to attend this meeting. McLain was not aware of any PEG issues; however, she mentioned that she and Rota had a discussion before this meeting began about the intermittent interruptions of some of the sound and/or video of the Birmingham City Commission meetings. BCTV was aware of this and the particular equipment responsible for it has been taken back to the vendor to be investigated and to have the software updated. She thanked the public for informing BCTV of any and all problems. She also informed residents that if a program/meeting is interrupted, a complete record was being made elsewhere. Rota would then re-create the program/meeting and it could be viewed in its entirety without a glitch. Rota gave a few more details of such incidents. Residents can call Steve Rota at 248-433-7790 to inform him of such interruptions or if after hours, please leave a message.

There will not be a PEG meeting following this one.

### **EXECUTIVE DIRECTOR'S REPORT**

White referred to her monthly report dated February 15, 2018. There were two (2) new complaints filed since her last report in January. One (1) complaint was from a resident in Beverly Hills who said that an AT&T crew had trimmed some trees in his yard but had not removed the limbs. An AT&T representative came to the property, inspected the situation and filled out a work order. The homeowner was so advised. This complaint is closed. The second (2<sup>nd</sup>) complaint was from the Birmingham Public Schools regarding some difficulty accessing Channel 17 at Covington School. The problem occurred following a power outage at the school. Kyle Mazurek, Comcast representative, dealt with this matter. He spoke with a school employee who was able to power-cycle the device at issue and the problem subsided. This complaint is closed.

The account balances for the MBS, BBCU and Beverly Hills accounts were provided to the Board, in addition to the monthly Revenue and Expense Budget Reports, as of January 31, 2018.

Since the last meeting White has written four (4) checks on behalf of the BACB. The biggest ones were for the PEG Grants to NEXT for FY2016-17 internet costs and to the Baldwin Public Library for its Website Redesign. A PEG Grant was also awarded to Beverly Hills Dept. of Public Safety for a TV Monitor. (BACB received a nice Thank You note from the Chief of Public Safety.)

### **Additional Notes**

White passed on the news that publications are predicting that in the next five (5) years the cable and wireless networks would merge into one (1) network. Analysts have stated that the cable

## BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – February 21, 2018

industry would emerge on top with the most customers and gain nearly \$30 billion in wireless revenue at the expense of the existing carriers.

Comcast has announced it would expand its new 1-gigabit-per-second internet service across southeastern Michigan by early spring to both residential and business customers.

The FCC Chairman announced that the FCC was trying to close the digital divide by dedicating \$500 million in funding to boost broadband deployment in rural areas across America.

### **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.

McLain noted that there were no representatives at this meeting or at last month's meeting. However, in the last two (2) months the BACB has had intermittent questions and concerns from consumers and all have been escalated directly. She personally had a long conversation with a senior citizen who has a home in Birmingham and one in Marquette. This resident had a lot of feedback and questions for her provider, Comcast, about a Senior Discount which no longer exists, a vacation home discount and why the franchising authorities charged what they did. The customer also indicated that she would attend a BACB meeting when she gets back to this area.

Mazurek was in contact with White and shared a press release about Comcast's increase in the internet service speed. The release indicated that the cost for residential service would be about \$140/month without a new term contract. Comcast indicated that this higher speed would benefit small businesses with a need for faster download speeds and would not require new network facilities.

Shand mentioned that a contractor for AT&T was in his neighborhood stringing cable for faster speeds but he was unsure if it was for AT&T in general or Uverse. Abraham clarified those who would be benefiting from those higher speeds: businesses, big families with many users and game players and multiple TVs. He advised that a single household or a two-person household could easily get by with the slowest speed that Comcast offers which was sufficient to download Netflix, for example.

### **BAPA/BAMA REPORT**

Steve Rota referred to his memo to BACB dated February 14, 2018. He listed the completed **BAMA** Programs which were the seven (7) regularly scheduled municipal meetings, the BACB Meeting, the Parks and Rec Board Meeting, the Advisory Board Meeting, the Multi Modal Meeting, Zoning Board Meeting and Baldwin Public Library Board and Trust Meeting.

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – February 21, 2018

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-eight (28) programs were taped. He listed all the programs.

Regarding **PRODUCER WORKSHOPS**, he encouraged residents to come to the studio for a one-on-one session, especially those who were interested in producing their own show and those who want to volunteer and experience behind the scenes. Please call 248-433-7790 to schedule a date and time for you or can make any constructive comments.

**EQUIPMENT** – The truck was dropped off at Blue Water in Farmington on Monday to install the upgrade of equipment. It was anticipated that the project would be completed in a couple of weeks. Rota will report on the progress and would be in contact with White.

### **OLD BUSINESS**

Borgon requested that White provide a reconciliation for those Grants which have been awarded during the fiscal year. He thought it would be very beneficial and more fiscally responsible on BACB's part to have a recap of all those Grants. McLain added that Ellen Marshall of Beverly Hills consistently sends BACB a formal report summarizing what the Village has done. This is an integral part of the Grant process and very helpful, especially if there was money coming back. White advised that with every Grant disbursement she always encloses a letter stating that pursuant to Grant Policy the Grantee was obligated to return any and all excess monies to BACB. White agreed that accounting for the funds was prudent.

McLain attended the Michigan Broadband Initiatives meeting "Digital Divide and Broadband Challenges" in Lansing. A research group through Michigan State University gives updates several times a year. The topic and main focus of this meeting was "the digital divide" which she summarized and identified those groups and consultants who shared their research. The good news was that there is a "Think Tank" working on all of this and BACB is cognizant of it.

### **NEW BUSINESS**

None

### **PUBLIC COMMENTS**

None

### **BOARD COMMENTS**

Bozell informed the Chair and the Executive Director this week that his term on BACB was expiring and he would not be seeking re-appointment to the Board. He stated that it had been an honor to have served on the Board and was grateful for the opportunity.

There being no further business, the meeting was adjourned at 9:25 AM.