

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, April 15, 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 March 18, 2015-M
3. Public Comments
4. Grant Request- Franklin Historical Society-M
5. Closed Session for an Attorney/Client Privileged Communication Pursuant to Section 8(h) of the Open Meetings Act-M
6. Proposed Fiscal Year 2015-2016 BACB Budget-M
7. Committee Reports
 - a. Cable Action Committee
 - b. PEG 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

PEG Committee meeting immediately following BACB meeting

Present: Heldt, McAlear, McLain - Birmingham
Borgon, Heyman, Schneider – Beverly Hills
Stakhiv – Franklin

Absent: Kelly – Birmingham
Verdi-Hus – Beverly Hills
Ettenson – Bingham Farms

Also Present: White - Executive Director
Currier - Attorney for Cable Board
Rota - Bloomfield Community Television
Eaton – Comcast representative
Delaney – Beverly Hills Council 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.

Beverly Hills Council liaison Jim Delaney related that he was charged by the Beverly Hills Council at its March 17 meeting with reviewing Cable Board practices regarding its budget and fund balances. He finds himself in a difficult position to be a voting member of the Cable Board at the same time he is reviewing Board procedures, which may constitute a conflict of interest. Delaney chose not to sit as an alternate voting member from Beverly Hills at today's meeting; he took a seat in the audience.

Attorney Tim Currier stated that, if Mr. Delaney is present to sit at the table as an alternate member of the Cable Board, he has the obligation to act on behalf of the Birmingham Area Cable Board. Delaney can serve as a liaison from Beverly Hills, who is present to comment and report back to the Council. McLain explained that the alternate member from Beverly Hills generally sits at the table and votes if one of the four regular Beverly Hills members are not present at a meeting.

APPROVE MINUTES OF CABLE BOARD MEETING HELD FEBRUARY 25, 2015

Motion by Heyman, second by Heldt, that the minutes of a regular Cable Board meeting held on February 25, 2015 be approved as submitted.

Motion passed.

PUBLIC COMMENTS

Hildreth Buterbaugh from Beverly Hills commented on the alternate member voting status of a Beverly Hills liaison to the Cable Board. Buterbaugh related a favorable experience with Comcast involving the replacement of a modem. He noted that Comcast's automated systems are doing an excellent job of replacing service representatives that can be reached by phone. Buterbaugh observed cable service trucks that have a name other than Comcast on them.

TREASURER’S REPORT

Heldt reviewed that action on an amendment to the administrative grant policy was tabled at the February 25, 2015 meeting for consideration at the March Cable Board meeting. He had noted that the current administrative grant policy provides that the Board reserve a portion of every year’s excess funding as a working capital reserve. It was determined that there was a flaw in this policy because the fund balance increases significantly over time, which is not the intention of the policy. The proposed amendment would redefine what the Board considered to be an appropriate franchise fee administrative reserve.

Motion by Heldt, second by Heyman, to take last month’s motion to amend the administrative grant policy off the table.

The Board discussed the following proposed amendment to the administrative grant policy: The Birmingham Area Cable Board shall administratively grant back to the communities any year end “excess” between operating (franchise) income and expense, after preserving “working capital” for operations at 25% of last year’s franchise fees.

Heldt referenced the recent separation of accounting for franchise revenue and expense versus PEG revenue and expense and allocating reserve funds between franchise and PEG fees. This separation of funds has revealed that the Board is overfunded on the administrative franchise side and underfunded on the PEG side. Heldt will be proposing a transfer of a portion of the franchise reserve into the underfunded PEG reserve according to policy. He anticipated an additional administrative grant back to the communities following this action.

Borgon asked if the proposed policy would be in effect from today going forward. Heldt said that the Board voted to issue an administrative grant to the communities in January of 2015 based on this grant policy. However, the totality of the franchise reserves versus the totality of the PEG reserves was not addressed at that time.

Vote to take the motion off the table:
Motion passed (7 – 0).

Motion by Heldt, second by Heyman, that the Board hereby establish the following policy regarding Administrative Grants: The Birmingham Area Cable Board shall administratively grant back to the communities any year end “excess” between operating (franchise) income and expense, after preserving “working capital” for operations at 25% of last year’s franchise fees.

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

Motion by Heyman, second by Schneider, to amend the agenda to move “Provider Related Topics – Comcast” to the next item for the reason that Comcast representative Fred Eaton has to leave the meeting early.

Motion passed.

PROVIDER RELATED TOPICS – COMCAST

Fred Eaton representing Comcast reported that Comcast has submitted a Uniform Franchise Agreement to the City of Birmingham. Comcast representatives are in discussion with City Manager Joe Valentine and legal counsel Tim Currier regarding the franchise renewal. Eaton remarked that the renewal window is near for all four member communities. As the expiration dates approach, each of the communities will receive a renewal packet consistent with the State Uniform Franchise Law.

Eaton reported on the progress of the merger transaction between Comcast and Time Warner Cable. Federal regulators are still debating the merger. The process has been slowed down due to a dispute between broadcasters and other parties over the disclosure of contract terms. Part of the discovery process in consideration of this transaction was a demand that contracts between the broadcasters who provide the programming and cable providers be disclosed. The broadcasters filed a suit because they did not want those terms to be disclosed. The ultimate decision on the merger will be delayed by this litigation.

Eaton relayed that the expectation continues that the Comcast acquisition of Time Warner Cable will be approved in mid-April. No substantive objections have been raised by any of the opposing parties that were not anticipated a year ago. Eaton clarified that the review process has been extended until August, but the expectation is that it will not take that long.

McLain related a question posed by a member of the public earlier in the meeting regarding service trucks that do not bear the Comcast name. Eaton responded that Comcast employs contractors. There are trucks that bear the name of those contractors with a small magnetic sign on the truck reading “contractor for Comcast”.

McLain related an inquiry from a subscriber who entered a contract with Comcast and is not able to receive any further promotions during that contract period. Eaton said that subscribers can take the market rate without agreeing to a term of service or receive a promotional price.

PROPOSED FISCAL YEAR 2015-2016 BUDGET

Board members are in receipt of the draft Cable Board budget for fiscal year 2015/16. White asked that members review the budget and forward their comments or recommendations to her before next month’s meeting. She went through the proposed budget and highlighted changes from the current budget as discussed at the Cable Action Committee meeting. White noted that a new line item for administrative grants in the amount of \$200,000 was added at the recommendation of the auditors.

Borgon requested that the executive director prepare a worksheet that compares the current budget with the proposed budget, noting the differences. White responded that she will work on a comparison chart.

Delaney questioned the franchise renewal process that the City of Birmingham is undergoing with Comcast. Attorney Tim Currier explained that franchise renewal negotiations will be coming up this year for each of the consortium communities. Birmingham’s franchise agreement with Comcast expired on March 16, 2015. Comcast extended the Birmingham franchise to mid-

April. Negotiations are continuing under the submission of the Comcast PA 480 Uniform Franchise Agreement. Currier and Valentine have met with Mr. Eaton twice and will meet a third time to discuss additional terms that they think may be important for the City of Birmingham.

Currier said that the Cable Board communities have indicated that they prefer to negotiate with the company that will exist after the merger and acquisition is complete, which would be GreatLand Connections. Birmingham is currently negotiating with Comcast. Currier mentioned that Comcast's position is to provide 2% for PEG fee income in lieu of the current 3% in the contract. This would affect the Board's budgetary process. Currier added that, if no franchise agreement is reached, the municipality is automatically in litigation.

Delaney questioned whether the franchise agreements would be the same for all four communities. Currier responded that Comcast is approaching the communities in order of when their franchise expires as allowed under PA 480. Delaney said that the Beverly Hills Council directed him to gather information and report on the totality of the situation. It appears that the budget is a moving target considering the upcoming franchise negotiations with the cable provider.

Borgon related that, prior to PA 480, one of the most important functions of the Cable Board was to negotiate a franchise agreement with the providers. The cable provider now goes directly to the municipalities as the franchise agents.

Borgon provided background on the collection and distribution of franchise fees and PEG fees. In keeping with the resolve of the Cable Board to refund unused franchise fees to the municipalities, he questioned why the Board is not refunding the \$803,000 franchise fee reserve to the communities.

Heldt responded that he stated earlier in the meeting that funds in the franchise fee reserve have been discussed. The Board intends to make an additional administrative grant back to the municipalities probably in April. Before that is done, Heldt proposes to transfer a sum of money from the franchise fee reserve to the PEG reserve because one is over-funded and the other is under-funded.

McLain referenced sections of the Interlocal Agreement that address the distribution of franchise fees. The goal of the Cable Board is to represent the four member communities in cable provider disputes and to manage Cable Board funds. The Cable Board has properly and publicly managed its funds. It is the intention of the Cable Board to responsibly return franchise fee reserve funds to the communities with a very clear calculation that will allow the Cable Board to meet its obligations.

Delaney concurred with properly funding the activities of the Cable Board. The Beverly Hills Council is reviewing that process. This will be a continuing discussion.

The Cable Action Committee will continue its discussion on the proposed budget at its meeting on Thursday, April 2 at 5:30 pm at the Baldwin Library.

COMMITTEE REPORTS

Cable Action Committee

White related that the Cable Action Committee discussed the proposed 2015/16 budget at its last meeting. Review of the budget will continue at the next CAC meeting scheduled for Thursday, April 2.

PEG Committee

Heldt commented that the Spring High School sports season is approaching. The Cable Board provides funding for Bloomfield Community Television to tape and broadcast selected Groves vs. Seaholm High School athletic events. Specific contests and dates have not been confirmed, but it is anticipated that some of the sporting events will occur prior to the April Board meeting. Heldt recommended authorizing an expenditure for the broadcast of up to eight athletic contests at a cost of \$2,500 per event.

Motion by Heldt, second by Stakhiv, that the Birmingham Area Cable Board authorize up to eight broadcasts of Groves vs. Seaholm High School sporting events by Bloomfield Community Television at a cost of \$2,500 per broadcast.

Steve Rota from BCTV stated that, in past years, they have taped girls soccer, softball, baseball, boys lacrosse, girls lacrosse, girls water polo and tennis. He provided tentative dates.

Roll Call Vote:

McAlear	- yes
McLain	- yes
Borgon	- no
Heyman	- yes
Schneider	- yes
Stakhiv	- yes
Heldt	- yes

Motion passed (6 – 1).

Personnel Committee

Stakhiv reported that the Personnel Committee conducted a performance appraisal with Executive Director Cathy White on March 5, 2015. Stakhiv thanked White for her dedication and hard work. She is a professional who conducts herself with dignity and confidence.

EXECUTIVE DIRECTOR'S REPORT

Executive Director White outlined three complaints that have been received in the last month. One of the issues concerning customer service remains pending. Financial information was not available from Beverly Hills this month; members will receive two sets of reports next month.

WOW! has notified the Board that effective April 1, a Payment Convenience Fee of \$5.00 per transaction will be charged when a customer makes a payment over the phone with a customer service representative. In addition, a \$2.00 fee per transaction will be imposed when a customer

makes a payment at a WOW! payment center. Customers can continue to pay their bills at no cost via automated payment by phone, pay by mail or pay online.

White asked that Board members email or call her with any questions or comments regarding the draft budget prior to the April meeting. The Board received a thank you note from the Baldwin Public Library Board of Directors for a grant for the Library's new website. White reminded the Board that the May Cable Board meeting will be held on the fourth Wednesday of the month, May 27.

PROVIDER RELATED TOPICS

Fred Eaton provided a report to the Board earlier in the meeting. There were no representatives present from AT&T or WOW.

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 month (information included in BCTV monthly report for February 26, 2015 through March 18, 2015).

BCTV covered an event on Thursday, March 12 at which time the former BASCC organization changed its name to NEXT. The new name is designed to acknowledge that whatever stage of your life you are in, there is always something NEXT. There were a number of community leaders as well as L. Brooks Patterson in attendance at the event.

The next camera workshop has been scheduled for Tuesday, April 22, 2015 from 10:00 am to noon or 6:30 pm to 8:30 pm. Call 248-433-7790 to sign up.

The Annual Easter Egg Hunt will be held at Beverly Park on Saturday, March 28 from 9:00 am to 5:00 pm.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

BOARD COMMENTS

None

The meeting was adjourned at 8:58 a.m.



P.O. Box 250007 Franklin, Michigan 48025

March 27, 2015

Cathy White
Executive Director
Birmingham Area Cable Board
P. O. Box 165
Birmingham, MI 48012

Dear Cathy:

This letter is a formal request from the Franklin Historical Society to the Birmingham Area Cable Board to fund the purchase of a one year internet subscription from Comcast and a new computer to be used at the Franklin Historical Museum at 26165 Thirteen Mile Road in Franklin. A computer with on-site internet access will be invaluable in allowing museum personnel to actually work at the museum rather than carry documents and files to locations with internet service. Some of the tasks that this equipment will be used for include:

1. Easier public access to museum records
2. Another avenue for public access to obtain information about their local area
3. Genealogical research using ancestry.com
4. Museum record keeping
5. Faster updates for the Franklin Historical Society web site – franklin-history.com
6. Immediate answers to museum visitor question requiring web access
7. Access to the internet during Birmingham school student visits

The internet service will cost \$87.85 per month or \$1,054.20 annually. A computer will cost \$1,000, so the total request is for \$2,054.20.

The two attachments contain details about the Comcast quote and the computer specs.

Thanks for your help.

Ann Lamott, President

CC: Mira Stakhiv

Headquarters and Museum: 26165 W. 13 Mile Road @ Kirk Lane

COMCAST
BUSINESS

BUSINESS SERVICE ORDER AGREEMENT

Account Name: Franklin Historical Society

ID#: 8566649

CUSTOMER INFORMATION (Service Location)			
Address 1 <u>26165 W 13 MILE RD</u>	City <u>FRANKLIN</u>		
Address 2 _____	State <u>MI</u>		
Primary Contact Name <u>Bill Lamott</u>	ZIP Code <u>48025</u>		
Business Phone <u>(248) 538-0273</u>	County _____		
Cell Phone _____	Email Address <u>info@franklin-history.org</u>		
Pager Number _____	Primary Fax Number _____		
Technical Contact Name _____	Tech Contact On-Site? <u>No</u>		
Technical Contact Business Phone _____	Technical Contact Email _____		
Property Manager Contact Name _____	Property Mgr. Phone _____		

COMCAST BUSINESS SERVICES

	Selection (X)
Business Voice	
Business Internet	X
Business TV	X

Service Term (Months)	36
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COMCAST BUSINESS SERVICES DETAILS

Business Voice*

VOICE SELECTIONS	Quantity	Unit Cost	Total Cost
Full Feature Voice Lines	0		
Adtl. F.F. Voice Lines w/ pkg.			
4+ Lines			
Basic Lines	0		
Fax Lines			
Toll Free Numbers			
Equipment Fee			
VOICE OPTIONS	Selection(X)	Total Cost	
VoiceMail	0		
Enhanced Listings			
Auto-Attendant			

Comcast Business Packages

Package Name: _____

PACKAGE DESCRIPTION

*Voice offers & options not available in all markets.

Business Internet*

INTERNET SELECTIONS	Selection(X)	Total Cost
Starter	X	\$69.95
Preferred		
Other		
Equipment Fee	X	\$12.95

Business TV*

TV SELECTIONS	Selection(X)	Total Cost	
Basic	X	\$4.95	
Select			
Information & Entertainment			
Variety			
Standard			
Preferred			
Music Choice Standalone			
TV OPTIONS	Selection	Total Cost	
Sports Pack**			
Music Choice W/Comcast Business			
Canales Selecto			
Other Programming			
Other Programming			
Other Programming			
TV OUTLETS	Quantity	Unit Cost	Total Cost
Additional Outlets	0	\$9.95	\$0.00
HD Outlet Charges	0	\$5.00	\$0.00

INTERNET SELECTIONS	Selection(X)	Non-Recurring Charge
Wireless Gateway Fee	X	\$0.00

*Business Internet speed tier selections not available in all markets. With the exception of Basic Connect, all Business Internet speed tiers from Comcast include two(2) Microsoft Outlook email boxes for no additional charge. The Basic Connect speed tier does not include such email boxes. Additional email boxes may be purchased separately. Comcast reserves the right to change this Microsoft Outlook email offering at any time, at its sole discretion, upon written notice to Customer.

INTERNET OPTIONS	Selection(X)	Total Cost
Microsoft Outlook Office Email	X	Included
Web Hosting - Starter	X	Included
Static IP		
Dynamic IPV6		
Wi-Fi - Business Wifi Standard	X	\$0.00

*Internet selections & options not available in all markets.

mini mDTA/MDTA Type	# of Outlets	NRC	MRC

* Not available in home offices or public view establishments. TV selections & options not available in all markets. Customer acknowledges and understands Customer may be responsible for additional music licensing or copyright fees for music contained in any or all of the Services, including, but not limited to Video and/or Public View Video.
** Available for Standard & Preferred TV offers only.

1059.30

**COMCAST
BUSINESS**

BUSINESS SERVICE ORDER AGREEMENT

Account Name: Franklin Historical Society

ID#: 8566649

COMCAST BUSINESS TOTAL SERVICE CHARGES

Comcast Business	Selection(X)	Quantity	Unit Cost	Total Cost													
Installation Fee	X		\$0.00	\$0.00	<table border="1"> <tr> <td>Total Monthly Service Charge</td> <td>\$87.85</td> </tr> <tr> <td>Promotional Code (if applicable)</td> <td>InstallNRCPromo_WVI23</td> </tr> <tr> <td>Discount On Internet(if applicable)</td> <td>_____</td> </tr> <tr> <td>Discount On Video(if applicable)</td> <td>_____</td> </tr> <tr> <td>Discount On Voice(if applicable)</td> <td>_____</td> </tr> <tr> <td>Total Discount</td> <td>\$0.00</td> </tr> </table>	Total Monthly Service Charge	\$87.85	Promotional Code (if applicable)	InstallNRCPromo_WVI23	Discount On Internet(if applicable)	_____	Discount On Video(if applicable)	_____	Discount On Voice(if applicable)	_____	Total Discount	\$0.00
Total Monthly Service Charge	\$87.85																
Promotional Code (if applicable)	InstallNRCPromo_WVI23																
Discount On Internet(if applicable)	_____																
Discount On Video(if applicable)	_____																
Discount On Voice(if applicable)	_____																
Total Discount	\$0.00																
Voice Activation Fee*																	
Auto-Attendant Setup Fee																	
Voice Jack Fee																	
Toll Free Activation Fee																	
Directory Listing Suppression Fee																	

* Per line activation fee, up to four (4) line maximum charge.

Total Installation Charges:* \$0.00

Total Recurring Monthly Bill:* \$87.85

* Does not include Custom Installation Fees.

* Applicable federal, state, and local taxes and fees may apply.

IN PROGRESS

GENERAL SPECIAL INSTRUCTIONS

Promotion Code InstallNRCPromo_WVI23 - If 2 year term and a double or triple play of Business Internet, Business Voice or Business TV, Standard installation charge is reduced to \$49. If 3 year term and a double or triple play of Business Internet, Business Voice, Business TV, Standard Installation charge is waived. 1 year contracts or Single play Orders not eligible.

**COMCAST
BUSINESS****BUSINESS SERVICE ORDER AGREEMENT**Account Name: Franklin Historical SocietyID#: 8566649**CUSTOMER BILLING INFORMATION**

Billing Account Name	<u>Franklin Historical Society</u>	City	<u>FRANKLIN</u>
Billing Name (3rd Party Accounts)		State	<u>MI</u>
Address 1	<u>26165 W 13 MILE RD</u>	ZIP Code	<u>48025</u>
Address 2		Billing Contact Email	<u>Info@franklin-history.org</u>
Billing Contact Name	<u>Bill Lamott</u>	Billing Contact Phone	<u>(248) 538-0273</u>
Tax Exempt?*	<u>No</u>	Billing Fax Number	

* If yes, please provide and attach tax exemption certificate.

AGREEMENT

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. This Comcast Business Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Terms and Conditions ("Terms and Conditions"), and any jointly executed amendments ("Amendments"), collectively referred to as the "Agreement". In the event of inconsistency among these documents, precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions (<http://business.comcast.com/terms-conditions/index.aspx>). All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the then current High-Speed Internet for Business Acceptable Use Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), and the then current High-Speed Internet for Business Privacy Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a 30 day money back guarantee. If within the first thirty days following Service activation Customer is not completely satisfied, Customer may cancel Service and Comcast will issue a refund for Service charges actually paid by Customer, custom installation, voice usage charges, and optional service fees excluded. In order to be eligible for the refund, Customer must cancel Service within thirty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

If you use the service in the first 30 days, you will be refunded your subscription fees, but charged the applicable one-time fee.

3. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS VOICE SERVICE, I ACKNOWLEDGE RECEIPT AND UNDERSTANDING OF THE E911 NOTICE:

E911 NOTICE

Comcast Business Voice service ("Voice") may have the E911 limitations specified below:

- In order for 911 calls to be properly directed to emergency services using Voice, Comcast must have the correct service address for the Voice Customer. If Voice is moved to a different location without Comcast's approval, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or Voice (including 911) may fail altogether.
- Voice uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if the battery back-up in the associated multimedia terminal adapter is not installed, fails, or is exhausted after several hours.
- Voice calls, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, or another technical problem.
- Comcast will need several business days to update a Customer service address in the E911 system. All change requests and questions should be directed to 1-800-391-3000. USE OF VOICE AFTER DELIVERY OF THIS DOCUMENT CONSTITUTES CUSTOMER ACKNOWLEDGEMENT OF THE E911 NOTICE ABOVE.

4. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

6. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx .	
Signature:	
Print:	<u>Bill Lamott</u>
Title:	
Date:	<u>Bill Lamott</u>

FOR COMCAST USE ONLY	
Sales Representative:	<u>Rich Reshelar</u>
Sales Representative Code:	
Sales Manager/Director Name:	<u>Kevin See</u>
Sales Manager/Director Approval:	
Division:	<u>Central</u>
Lead ID:	<u>8566649</u>

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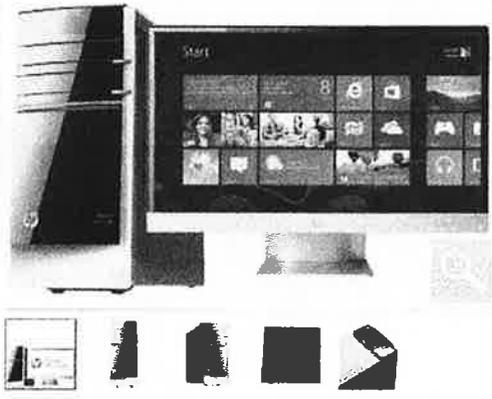
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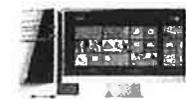
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- 16GB DDR3 1600MHz RAM

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- 2TB 7200RPM SATA Hard Drive
- DVD-RW (Writes to DVD/CD)

Operating System:

- Microsoft® Windows 8.1 (64-bit)

Graphics & Video:

- HP 25xi 25" IPS Monitor
- 2GB AMD Radeon R7 240 Graphics

Communications:

- Wireless-N LAN card + Bluetooth

Audio:

- Beats Audio

Keyboard:

- USB wired keyboard + optical mouse

Ports & Slots:

- 2x USB 3.0
- 2x USB 2.0
- 1x Multi-Media Card Reader
- 1x Combination headphone / microphone jack

Additional Information:

- Dimensions: 16.71"L x 6.86" W x 16.29"H

- Brand: HP

- **Graphic Card:** AMD Radeon R7 240 Graphics
- **Hard Drive Size:** 2 TB
- **Monitor:** Monitor Included
- **Operating System:** Windows 8.1
- **Optical Drive:** DVD-RW
- **RAM Included:** 16 GB

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*Actual memory capacity may vary under Windows, Mac and Linux operating systems.
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Manufacturer's warranty service is available on all electronics products. See manufacturer's warranty for specific coverage terms.

For COMPUTERS, TELEVISIONS and PROJECTORS, Costco extends the MANUFACTURER'S WARRANTY to two years from date of purchase. Please call Costco Concierge™ Technical Support @ 1-866-861-0450 for warranty assistance.

PLEASE RETAIN YOUR RECEIPT FOR PROOF OF WARRANTY ENTITLEMENT.

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Merchandise: We guarantee your satisfaction on every product we sell with a full refund. The following must be returned within 90 days of purchase for a refund: televisions, projectors, computers, cameras, camcorders, touch screen tablets, MP3 players and cellular phones.

How to Return: For an immediate refund (including shipping and handling), simply return your purchase at any one of our Costco warehouses worldwide. If you are unable to return your order at one of our warehouses, please email customer service or call our customer service center at 1-800-955-2292 for assistance. To expedite the processing of your return, please reference your order number.

If you request an item be picked up for return, the item must be packaged and available for pick up in the same manner as it was delivered.

If your order was delivered "curb side", it will need to be available for curb side pick up.

If the item arrived to you in a box, it will need to be in a box at the time of pick up.

For information or a written copy of the manufacturer's warranty, please contact us at: warranty@contactcostco.com.

Free Tech Support 1-866-861-0450 TOLL-FREE

Available 5 a.m. - 10 p.m. (PST), 7 days a week, excluding holidays.

Receive free technical support for any Television, Computer, Touchscreen Tablet, Projector, Camera, Camcorder, MP3 Player, Home Theater System, DVD Player and Blu-ray Player, Printer (Stand alone), Monitor (Stand alone), Router, Pressure Washer, Bissell Deep Steam Carpet Cleaner or Security Camera Systems you purchase at Costco or Costco.com website.

Speak with expert level technicians

Enjoy easy-to-understand answers to your set-up and product use questions

Get troubleshooting assistance

Obtain warranty information and assistance

Receive assistance purchasing TV Setup at Costco.com. Additional charges may apply.

English and Spanish speaking agents available

All calls are handled in the U.S.

This service is available exclusively for U.S. Costco members.

To help us assist you quickly, please have the following information available when you call.

Name

Costco Membership Number

Costco Item Number

(printed on your receipt)

Item Description &

Model Number

Serial Number

Purchase Date

2nd Year Warranty

Costco extends the manufacturer's warranty on Televisions, Projectors & Computers* to 2 years from the date of purchase. See the manufacturer's warranty for specific coverage terms. For warranty service, contact Costco Concierge Services at 1-866-861-0450. Available 5 a.m. -10 p.m. (PST), 7 days a week, excluding holidays.

This service is available exclusively for U.S. Costco members.

*Costco offers a 1 year warranty on all refurbished Computers.

Costco's Electronics Return Policy. Your satisfaction is Costco's Top priority.

Costco will accept returns within 90 days from the date of purchase for the following items:

- Televisions
- Projectors
- Computers
- Cameras
- Camcorders
- Touchscreen Tablets
- MP3s
- Cellular Phones

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BIRMINGHAM AREA CABLE BOARD
ANNUAL PROPOSED BUDGET
FY 2016

(July 1, 2015 through June 30, 2016)

Income**Franchise Fee**

Beverly Hills Franchise Fee	80,000.00
Bingham Farms Franchise Fee	15,000.00
Birmingham Franchise Fee	210,000.00
Franklin Franchise Fee	25,000.00

Total Franchise Fee	330,000.00
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Expense**Board Expenses**

Accounting Expense	2,400.00
Administrative Grants	177,300.00
Advertising/Promotion	1,000.00
Conferences	6,000.00
Contract Labor	4,800.00
Executive Director	39,000.00
HR Services	1,000.00
Insurance	6,000.00
MILEAGE	3,000.00
Memberships	1,500.00

Operating Expense

Office Expense	3,000.00
Telephone	1,700.00
Website	4,500.00

Total Operating Expense	9,200.00
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Professional Fees

Accounting	8,000.00
Legal Fees	40,000.00
Tech. Support/Consult	2,000.00

Total Professional Fees	50,000.00
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Total Board Expenses	301,200.00
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Municipal Support Services	70,000.00
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Total Franchise Fee Expenses	371,200.00
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NET FRANCHISE FEE INCOME	(41,200.00)
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**BIRMINGHAM AREA CABLE BOARD
ANNUAL PROPOSED BUDGET**

FY 2016

(July 1, 2015 through June 30, 2016)

Income

PEG REVENUE

Beverly Hills PEG	125,000.00
Bingham Farms PEG	20,000.00
Birmingham PEG	325,000.00
Franklin PEG	35,000.00
PEG Interest	
MBS Gains/Losses	6,200.00

Total PEG Revenue	511,200.00
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Other Income

Interest Income	500.00
Other Income	11,000.00

Total Other Income	11,500.00
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Total PEG Income	522,700.00
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Expense

PEG Operations

Cable Contractor	200,000.00
Communications Expense	2,500.00
Equipment Purchase	45,000.00
Grant	100,000.00
Production Truck	24,000.00
Program Expense	60,000.00

PEG Expenses	431,500.00
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Other Expense

Capital Reserve	50,000.00
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Total PEG Expenses	481,500.00
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NET PEG INCOME	41,200.00
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NET INCOME

NET FRANCHISE FEE INCOME	(41,200.00)
NET PEG INCOME	41,200.00

TOTAL NET INCOME	-
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**Birmingham Area Cable Board
Income Expense Budget Overview
Proposed Budget Comparison**

	2013-14 Budget (Amended)	2014-15 Budget (Amended)	2015-16 Budget	Variance 2014-15 Budget to 2015-16 Budget	
					%
Ordinary Income/Expense					
Income					
Franchise Fee					
Beverly Hills Franchise Fee	74,000.00	80,000.00	80,000.00	0.00	0%
Bingham Farms Franchise Fee	12,500.00	15,000.00	15,000.00	0.00	0%
Birmingham Franchise Fee	187,000.00	200,000.00	210,000.00	10,000.00	5%
Franklin Franchise Fee	26,500.00	25,000.00	25,000.00	0.00	0%
Total Franchise Fee	300,000.00	320,000.00	330,000.00	10,000.00	3%
PEG Revenue					
Beverly Hills PEG	111,000.00	125,000.00	125,000.00	0.00	0%
Bingham Farms PEG	17,800.00	20,000.00	20,000.00	0.00	0%
Birmingham PEG	281,000.00	315,000.00	325,000.00	10,000.00	3%
Franklin PEG	33,200.00	35,000.00	35,000.00	0.00	0%
PEG Interest					
MBS Gains/Losses	7,000.00	7,000.00	6,200.00	-800.00	-11%
Total PEG Interest	7,000.00	7,000.00	6,200.00	-800.00	-11%
Total PEG Revenue	450,000.00	502,000.00	511,200.00	9,200.00	2%
Total Income	750,000.00	822,000.00	841,200.00	19,200.00	2%
Expense					
Board Expenses					
Accounting Expense	2,400.00	2,400.00	2,400.00	0.00	0%
Administrative Grants	-	-	177,300.00	177,300.00	
Advertising/Promotion	3,000.00	2,000.00	1,000.00	-1,000.00	-50%
Conferences	6,000.00	6,000.00	6,000.00	0.00	0%
Contract Labor	4,800.00	4,800.00	4,800.00	0.00	0%
Executive Director	38,000.00	38,000.00	39,000.00	1,000.00	3%
HR Services	1,000.00	1,000.00	1,000.00	0.00	0%
Insurance					
Liability Insurance	8,500.00	8,500.00	6,000.00	-2,500.00	-29%
Mileage	3,000.00	3,000.00	3,000.00	0.00	0%
Memberships	1,200.00	1,500.00	1,500.00	0.00	0%
Municipal Support Services	60,000.00	70,000.00	70,000.00	0.00	0%
Operating Expense					
Office Expense	3,000.00	3,000.00	3,000.00	0.00	0%
Telephone	1,500.00	1,500.00	1,700.00	200.00	13%
Website	4,000.00	4,000.00	4,500.00	500.00	13%
Professional Fees					
Accounting	11,400.00	8,000.00	8,000.00	0.00	0%
Legal Fees	25,000.00	30,000.00	40,000.00	10,000.00	33%
Tech. Support/Consult	-	1,000.00	-	-	0%
Total Board Expenses	172,800.00	184,700.00	369,200.00	184,500.00	100%
PEG Operations					
Cable Contractor	187,425.00	200,000.00	200,000.00	0.00	0%
Communications Expense	2,500.00	2,500.00	2,500.00	0.00	0%
Equipment Purchase	56,466.00	45,000.00	45,000.00	0.00	0%
Grant	100,000.00	100,000.00	100,000.00	0.00	0%
Production Truck	59,258.00	24,000.00	24,000.00	0.00	0%
Program Expense	50,000.00	60,000.00	60,000.00	0.00	0%
Total PEG Operations	455,649.00	431,500.00	431,500.00	0.00	0%
Total Expense	628,449.00	616,200.00	800,700.00	184,500.00	30%
Net Ordinary Income	121,551.00	205,800.00	40,500.00	-165,300.00	-80%
Other Income/Expense					
Other Income					
Interest Income	1,000.00	1,000.00	500.00	-500.00	-50%
Other Income	11,000.00	11,000.00	11,000.00	0.00	0%
Total Other Income	12,000.00	12,000.00	11,500.00	-500.00	-4%
Other Expense					
Capital Reserve	50,000.00	50,000.00	50,000.00	0.00	0%
Total Other Expense	50,000.00	50,000.00	50,000.00	0.00	0%
Net Other Income	-38,000.00	-38,000.00	-38,500.00	-500.00	1%
Net Income	83,551.00	167,800.00	2,000.00	-165,800.00	-99%

MEMORANDUM

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

CUSTOMER COMPLAINTS

Complaint No. 2015-7, which was pending on the date of my last report, has been resolved. This complaint was submitted by a Bingham Farms subscriber who wanted to obtain a schedule of upcoming baseball games from Comcast. A Comcast representative spoke with him and advised him to check the MLB Network Channel for the times that the teams play and/or to check the baseball teams' website to see when the team would be playing in combination with Comcast's guide information. At his request, a channel line-up was mailed to him.

We have received four (4) complaints since the date of the last meeting. Complaint Nos. 2015-8 and 2015-9 were submitted by the President of Williamsburg of Birmingham Condominium Association regarding Comcast and WOW attaching cables to their buildings instead of burying them. Comcast has resolved this issue and thus Complaint No. 2015-8 is closed. WOW is currently working on the issue and therefore Complaint No. 2015-9 is still pending.

Complaint No. 2015-10 was submitted by a Franklin resident who agreed to a new Comcast package at a quoted price but had numerous contacts with Comcast and the price kept increasing. He wanted Comcast to honor the original quoted price. Comcast has since offered him various discounts that he has accepted and this complaint is now closed.

Complaint No. 2015-11 was received from a Birmingham resident who had submitted a previous billing complaint that was resolved. However, after two (2) months of receiving a correct bill, her bill this month was inexplicably raised back to the prior incorrect amount (\$50 too high). This complaint is pending.

FINANCIAL

I intend to provide the account balance for the MBS, BBCU and Beverly Hills accounts for February and March via hard copies at the meeting, in addition to budget to actual figures. This information will also be e-mailed to all Board members in advance of the meeting. In addition, the current fund balance amounts for franchise fee funds and PEG funds will also be provided. The Finance Director for Beverly Hills has had to take some unexpected time out of the office

and I am hopeful that the Treasurer for Beverly Hills will be able to provide the required information in his absence to enable me to complete these reports. It may be necessary, however, to wait for the return of the Finance Director and to provide this information next month instead.

CHECK DISBURSEMENT

Since the date of my last report, I have written three (3) checks as follows:

1. Charter Township of Bloomfield (reimbursement for equipment repair) \$781.40
2. U.S. Postal Service (annual post office box fee) \$62.00
3. Charter Township of Bloomfield (BCTV Internet fees) \$283.70

ADDITIONAL NOTES:

1. I watched a webinar that the FCC put together for State and Local Governments on March 30, 2015. The webinar addressed the FCC's recent Tennessee and North Carolina broadband decision, its Open Internet Order and its Notice of Proposed Rulemaking released on March 16, 2015. A summary of the webinar is attached to this report.

2. Livonia Television requested the participation of other Michigan PEG operations in its colleague survey. I participated in the survey on behalf of the BACB and Livonia Television intends to share its survey results with all participants.

3. Broadcasting and Cable Magazine reported on March 31, 2015 that Charter Communications has agreed to buy Bright House Networks in a deal valued at about \$10.4 billion. By agreeing to buy Bright House, which has about 2 million customers in Florida, California, Alabama, Indiana and Michigan, Charter removed the cloud surrounding the Advance-Newhouse owned cable company after its partner, Time Warner Cable, is acquired by Comcast. Bright House buys its programming under the same deals as Time Warner Cable. There was some doubt as to whether that agreement would continue after the Comcast deal is closed.

The agreement, which will take place after Comcast completes its \$67 billion TWC acquisition, is also a signal that the parties are confident that a transaction will be consummated. Analysts had lowered the odds that the deal would receive FCC approval to about 50-50 after consumer groups and regulators strongly criticized the deal.

4. Comcast has notified us of a channel change. Effective April 22, 2015, WWJ Decades (Channel 289) will be available on Limited Basic service.

SUMMARY OF FCC WEBINAR CONDUCTED ON MARCH 30, 2015

Tennessee & North Carolina Broadband Decision

On February 26, 2015, the FCC preempted certain challenged provisions of Tennessee and North Carolina laws restricting the municipal provision of broadband service. Citing Sec 706a of the Telecommunications Act, the FCC decided that these state laws were barriers to infrastructure investment and competition.

Facts: Chattanooga, Tenn Electric Power Board (EPB) was the first broadband provider to offer 1 Gbps service. Tenn law had a geographic restriction that prevented EPB from offering Internet or video service outside of its electrical service area.

Wilson, NC offered electrical service in 6 NC counties and began offering 1 Gbps service in 2013. NC law restricted what Wilson could do. The law, enacted in 2011, was largely sponsored and lobbied for by incumbent providers.

Benefits of EPB and Wilson's broadband service: economic benefits, job creation, better broadband at reduced cost, & improvements for schools, libraries, health & public safety. Existing providers reduced or stabilized rates and improved service in response to entry.

Factors relevant to Sec 706 analysis: EPB & Wilson provided service because preexisting service did not meet community needs, FCC rejected objections in record including "level playing field" and "crowding out" arguments and claims that EPB, Wilson and others were likely to fail.

FCC concluded that Tenn geographic restriction and most challenged portions of the NC law served as barriers to effective broadband investment and competition. FCC said that Sec 706 allows it to preempt state laws that regulate the provision of broadband service by the state's political subdivisions where those laws constitute barriers to broadband investment and competition.

Open Internet Order

The FCC recently issued "Bright Line Rules" that apply to broadband Internet access providers and mobile broadband. The FCC determined that broadband Internet access (both fixed and mobile) is a telecommunications service and is thus subject to rules under Title II which apply to common carriers.

The Bright Line Rules specify that there is to be no blocking, no throttling and no paid prioritization (i.e., no "fast lanes"). The FCC also adopted a general conduct rule so that it can intervene where one of the three Bright Line Rules is not violated but the conduct still interferes with consumers' access to lawful content on the Internet.

The FCC has adopted a policy of forbearance on certain Title II provisions regarding rate regulation, tariffs and unbundling which are all provisions addressing utility regulation.

The FCC Order is not a basis for requiring a cable system to obtain a new franchise or renegotiate an existing franchise.

Notice of Proposed Rulemaking, released on March 16, 2015

In the absence of a demonstration to the contrary, cable systems are presumed to be subject to competing provider effective competition. The FCC is directed to establish a streamlined process for the filing of "effective completion" petitions by small cable operators, particularly in rural areas. This presumption is to be utilized in rate regulation cases.

Comments are due April 9, 2015 and Reply Comments are due by April 20, 2015.