

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, February 27, 2019 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 January 16, 2019-M
3. Public Comments
4. Request to Ratify Payment to Vendor for Replacement of AT&T Encoders-M
5. Request to Approve Payment for New Equipment to Cover Meetings at Locations that Do Not Have a Control Room -M
6. Committee Reports
 - a. Cable Action Committee
 - b. PEG Committee
7. Executive Director's Report
8. Provider Related Topics
 - a. Comcast
 - b. AT&T
 - c. WOW
9. BAPA/BAMA Report
10. Old Business
11. New Business
12. Public Comments
13. Board Comments
14. Adjourn

PEG Committee meeting immediately following BACB meeting

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – January 16, 2019

Present: Abraham, Eick, Fenberg, McLain - Birmingham
 Bayer, Bresnahan, Gugni – Beverly Hills
 Ettenson – Bingham Farms

Absent: Shand – Birmingham
 Stakhiv - Franklin

Also Present: White – BACB Executive Director
 Currier – Attorney for Cable Board
 Rota – Bloomfield Community Television

McLain called the meeting to order at 7:46 AM in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

Motion by Borgon, seconded by Gugni to amend the agenda to add **TREASURER’S REPORT** between **PUBLIC COMMENTS** and **ADMINISTRATIVE GRANTS FOR FY 2017-18.**

Motion Passed (8-0).

APPROVE MINUTES OF CABLE BOARD MEETING HELD December 19, 2018.

Motion by Ettenson, seconded by Borgon to approve the minutes of the Regular Cable Board Meeting on December 19, 2018 as presented.

On page 1, Borgon pointed out the Cable Board’s web address was incorrect. McLain concurred and stated White would include it in her report.

Motion by Ettenson, seconded by Borgon to approve the minutes of the Regular Cable Board Minutes on December 19, 2018, as amended.

Motion Passed (8-0).

PUBLIC COMMENTS

None

TREASURER’S REPORT

Fenberg gave a summary of the Multi-Bank Securities account as of December 31, 2018. The accumulated interest was approximately a 1.82% return on the Cable Board’s funds. Based on the current portfolio, the projected interest for 2019 is \$22,967.00, which is an approximate 2.29% return. He gave an overview of the maturities coming due on January 21, 2019, March 2019, April 2019, June 2019 and September 2019, as well as those due in 2020 and 2021.

For those who would like copies of the statements he will forward them.

Even though Borgon was not at the part of last month’s meeting when Kipp from Multi-Bank Securities gave his report, he was able to watch it on TV and remembered Kipp’s advice to get

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – January 16, 2019

the bank investments for longer (2 yrs. or more). Fenberg stated he was splitting up the funds between one (1) and two (2) years so funds would be available in January 2020 for the distribution of Administrative Grants when they come due.

REQUEST TO APPROVE PAYMENT OF ADMINISTRATIVE GRANTS FOR FY 2017-18.

White referred to and summarized the report which had been given to each member of the proposed Administrative Grants for Fiscal Year 2017-18. The report included each community's Revenue, Percentage and proposed Administrative Grant to be returned. These numbers have been reviewed by the Treasurer. For the record she read the Administrative Grant for each community.

Motion by Ettenson, seconded by Fenberg to approve the Administrative Grants for FY 2017-18 in the following amounts: Birmingham- \$170,870.46, Beverly Hills- \$83,703.63, Franklin- \$19,370.41, Bingham Farms- \$19,546.50.

Ettenson inquired if White had a comparison of this year's financial figures with previous years. It appeared to him that Bingham Farms and Franklin's figures had slipped and he was interested in the Revenue and Percentage. White will email those figures to all the members.

McLain noted that these Administrative Grants are in keeping with the policies of the Cable Board and acknowledged the Cable Board's commitment and mission to the communities. Because of the lengthy process of using the audited numbers and the audit report, the communities are aware these distributions are coming and, thus, can plan accordingly.

Roll Call Vote:
Motion Passed (8-0).

White informed the Communities a transfer of funds would be made from Beverly Hills to the Credit Union and she anticipates they would receive checks sometime in February.

REQUEST TO APPROVE REVISED BCTV POLICIES AND PROCEDURES

Borgon stated the PEG Committee has reviewed the Policies and Procedures which were included in the Board's packet this month. These were revised by BCTV and reviewed in the last two (2) months.

Motion by Abraham, seconded by Eick to approve the revised BCTV Policies and Procedures, as of January 2019.

Elaine thanked all those who worked on and reviewed the details of the document, especially those who went line-by-line (Abraham and Borgon).

Roll Call Vote:
Motion Passed (8-0).

COMMITTEE REPORTS

Cable Action Committee

Regarding the website, Eick stated it was up and running although there had been a few minor updates to it. Please let him know if there are any questions, suggestions, etc. In addition to awarding grants to communities and schools for websites, the committee is looking into ways of reaching out and being proactive, such as sponsoring a speakers' series to speak on current telecommunication issues. Regarding special funding restrictions for such an activity, Currier commented that each specific issue would need to be explored. McLain stated that Social Media outreach was also important and added that if a resident was having some technical difficulty receiving programs on TV to please contact the Executive Director or send a message or comment through the new Cable website.

Regarding Social Media, McLain asked Currier if he had any guidelines or input for the Board. A Facebook page and LinkedIn were acceptable for the Cable Board; however, he cautioned and advised the Board to stay away from TWITTER. McLain was also in favor of establishing some rules governing social media usage, which Currier stated should be monitored. McLain volunteered to take on that responsibility.

The next meeting will be the first Thursday in February (Feb. 7) at 4:30 PM at the Baldwin Public Library.

PEG Committee

Borgon stated the PEG meeting would meet immediately after this one to discuss the contract with BCTV which expires this June.

EXECUTIVE DIRECTOR'S REPORT

White advised the Board that there might be a room change for the CAC meeting at the Baldwin Public Library but it would be close to their usual room.

White referred to her monthly report dated January 11, 2019. There were two (2) new complaints since the December meeting. The first (1st) complaint came from a Birmingham resident who had questions about the amount of his bill after the promotional period ended. He had been unsuccessful reaching a Comcast representative. A member of the escalation team contacted him and offered him a promotion for the HD Tech fee which would decrease his bill by \$9.95 per month for 12 months. This complaint is closed. The second complaint came from a Beverly Hills resident who wondered why her Comcast bill had increased by \$6-\$7 a month. An escalation team member contacted her and explained that her monthly charge remained the same; a notification of an increase of taxes, fees and equipment charges had been sent in her November bill. This complaint is closed.

The account balances for the MBS, BBCU and Beverly Hills accounts as of December 31, 2018 were provided to the Board. The large balance at Beverly Hills will be transferred to the Credit Union to pay for the Administrative Grants.

Since the last meeting White has written one (1) check on behalf of the BACB which was for a Chamber of Commerce event.

Additional Notes

The new website has been launched, as has been mentioned in this meeting. Training will be held this Friday.

Comcast has notified BACB there would be changes on some of their channels. Star India will be removing some of its channels from Comcast and other providers in the United States. MGM TV has terminated its contract with Comcast and will be removed from the line-up as of February 1, 2019.

Borgon inquired if anyone could attend the Chamber of Commerce meetings. McLain suggested the Chamber's calendar be linked to the BACB website. She also explained that she was a member and White was an associate member. However, if more people would like to attend the meetings the Chamber should be contacted to see if there would be an additional charge.

PROVIDER RELATED TOPICS**a. Comcast**

There was no representative present; however, McLain has seen a new Comcast bill which is 6-7 pages and detailed. It includes the tier the subscriber is in, a list of all the channels and what channels are leaving. According to McLain, she has not seen this type of format in about 10 years but finds it very beneficial. No matter which provider residents have, she advised them to look over their bills to make sure they were getting all they had agreed to, that they understand the charges and to clarify what they want going forward.

In response to Ettenson's question from last meeting about whether the Comcast rates for new services, scheduling and pricing applied to commercial accounts, White indicated they do apply.

b. AT&T/Uverse/Direct TV

There was no representative present. McLain asked Rota to comment on the issues surrounding Ch. 99 Uverse. Rota stated that a few days ago the AT&T encoder failed. He explained the function of the encoder and it was determined to be broken and needed to be replaced. The cost will probably be under \$1,000 and White would be able to sign off on the purchase. As in the past, he will inform McLain, Borgon and White on what was happening before he makes any purchases.

McLain stated that since AT&T/Uverse is transitioning itself away (from Cable), she suggested that Robert Jones, AT&T representative, be contacted to clarify what the Cable Board should be doing going forward with regards to equipment. Rota explained and detailed the technical process now being used to send signals to our residents. Until a new encoder is purchased and installed, only Comcast and WOW subscribers are able to receive the rebroadcast BAMA programs.

c. WOW

There was no representative present.

BAPA/BAMA REPORT

Rota reported that the Birmingham modulator transmitter/receiver had failed. (It transmits a signal so some meetings can be seen “live”). This is similar to what Beverly Hills experienced eight (8) months ago. After informing McLain and White of the situation, he contacted Advance Lighting and Sound to purchase a new one. It has now been installed. Because new equipment was necessary, he requested approval to make the purchase for \$2,034.00. This included a new transmitter/receiver and installation along with some converters.

Motion by Borgon, seconded by Fenberg to approve the purchase and installation of a new transmitter/receiver from Advanced Lighting & Sound in the amount not to exceed \$2,034.00.

Roll Call Vote:

Motion passed (8-0).

Rota referred to his memo to BACB dated January 9, 2019. He listed the completed **BAMA** Programs which were five (5) regularly scheduled municipal meetings, the BACB meeting, the Parks and Rec Board meeting, the Zoning Board meeting, Advisory Parking Committee meeting and the Multi-Modal Board meeting.

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-one (21) programs were taped, all of which he listed.

The **UPCOMING SPORTS EVENTS** left to cover are three (3) Winter Sports: Boys Swim and Dive, Boys Hockey and Girls Basketball.

PRODUCER WORKSHOPS and/or CAMERA WORKSHOPS- BCTV is offering a one-on-one session for those who are interested in producing their own show and for those who want to volunteer and experience “behind the scenes”, as well as do some programming. Please call 248-433-7790 and BCTV will schedule a date and time for you. Rota encouraged those on the Board who have not toured the facility, to make arrangements to visit the facility.

Last month there was a discussion about covering Bingham Farms Council meetings. He has spoken with Ken Martin, the new Administrator and Clerk, and is scheduled to have a meeting with him this afternoon. Bingham Farms would be having a meeting at the end of January (1/28 at 7:30 PM) and he would be installing cameras and microphones to simulate how the meetings would be covered and look like on TV. Unfortunately, he personally would not be able to attend. Both Ettenson (Bingham Farms Council member) and McLain will be attending.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – January 16, 2019

None

BOARD COMMENTS

None

There being no further business, the meeting was adjourned at 8:25 AM.

66 Wellesley Dr.

Phone # (844) 2-STREAM / (248) 833-0060

46-1709448

Date	Estimate #
1/17/2019	3104

Name / Address
C/O Cathy White Birmingham Area Cable Board P.O. Box 165 Birmingham MI 48012

Account #	Project
002-00645	

Qty	Description	U/M	Rate	Total
	Replace existing TouchStream encoders with UltraStream HDMI HD Encoders for the Web and VBrick encoders for AT&T Uverse compatible stream.			
2	Senior Engineer: Onsite install and training		149.00	298.00
2	Magewell Ultra Stream HDMI - Standalone box for recording and streaming, 1-channel HDMI with loop-through out, plus extra audio mic in/out P/N 53010		359.00	718.00
1	Vbrick 9190-4300 WM Encoders (Used)		80.00	80.00T
2.5	Senior Engineer: Reset and configure VBrick for PEG channels and discuss options with AT&T		149.00	372.50
1	Replacement Power Supply for the VBrick. Note: I see them listed at \$16 to 45 however I need to confirm the connector style before I determine the final price.		35.00	35.00T
2	Decimator 2 - SDI to HDMI/Composite Mini-Converter		345.00	690.00T

			Subtotal	\$2193.50
			Sales Tax (0.0%)	\$0.00
			Total	\$2193.50

Signature _____



Advanced Lighting & Sound

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

Quote

No.: **12552**
 Date: **1/25/2019**

Prepared for:
 Steve Rota (586) 322-9112
 Bloomfield Community Television
 4200 Telegraph
 Bloomfield Hills, MI 48303 USA

Prepared by: Shawn Watts
 Account No.: 4034
 Phone: (248) 433-7790

Qty	Manuf	Item ID	Description	Sell	Total
1	Newte	TCMASDIBQ119P	TriCaster Mini Advanced HD-4 sdi Bundle Q1 2019 Promo - Valid until 3-22-19 only includes TriCaster Mini HD-4 sdi (w/ Integrated Display and 2 Internal Drives), TriCaster MiniCS, and NewTek custom travel case	\$9,995.00	\$9,995.00
8	Shure	MX412D/C	Cardioid-12" Desktop Gooseneck Condenser Microphone, Attached 10' XLR Cable, Logic Functions, Programmable Switch and LED Indicator, Attached Desktop	\$256.00	\$2,048.00
1	The R	NB1M1-25	25 FT LO-Z MIC BLK NTK XLRf/XLRM	\$20.00	\$20.00
1	Rapco	NMTI830FM	30' 8 channel XLR Audio Snake - Fan to Fan - 2' fan on mic end	\$138.00	\$138.00
1	Datav	DAC-70	Up/Down/Cross Converter, 3G-SDI and 1080p resolution. VGA, HDMI and SDI	\$490.00	\$490.00
1	Compr	BBD-1505-3B	3' Belden 1505 HD-SDI Cable (For DAC-70)	\$18.00	\$18.00
1	Yamah	MG16	16 input audio mixer	\$405.00	\$405.00
3	Libec	LX7 M	H38B Head / RT30B Tripod / BR-2B Mid-level spreader / FP-2B Foot pads / TC-70 Case	\$499.00	\$1,497.00
3	ALS	Sales Discount	Sales Discount - B Stock discount. Tripod are in excellent condition (look brand new) Based on PTZ cameras being provided with power supplies from Baldwin.	(\$59.00)	(\$177.00)
3	TecNe	BBD1505-50B	50' 1505 HD-SDI Cable	\$42.00	\$126.00
3	TecNe	VISCA-MDX8-50	50' 8 Pin VISCA Cable	\$89.00	\$267.00
1	Sony	RM-BR300	Remote Camera Controller	\$1,458.00	\$1,458.00
1	ALS	Install	Install Materials - (3) 50' Power cabling for cameras	\$50.00	\$50.00

Your Price: \$16,335.00
 Total: \$16,335.00

Prices are firm until 2/24/2019

Terms: Net 15

Prepared by: Shawn Watts, shawnw@go-als.com

Date: 1/25/2019

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: February 22, 2019

TO: Board Members

FROM: Cathy White

Re: Monthly Report

CUSTOMER COMPLAINTS

We have received two (2) complaints since the date of my last report. Complaint No.2019-02 was received from a Birmingham resident who had assisted his 96-year-old mother in cancelling her Comcast service at the end of November, 2018 and had returned her equipment on December 10, 2018. Despite these actions, his mother was still getting billed through auto-pay. Comcast refused to talk to him about his mother's account unless he presented his Power of Attorney in person at a Comcast office. He requested our assistance since he did not feel he should have to take time off work to go to the Comcast office. The escalation team made sure that the account was disconnected and backdated to December 10, 2018 (the date the equipment was returned). This complaint is now closed.

Complaint No. 2019-03 was filed on behalf of a Franklin resident who had problems with his TV picture which had a black edging of varying widths on the top and sides of the picture. After speaking with a Comcast representative on the phone for over an hour, the issue was not resolved and Comcast indicated that they would send a technician out to his house the next day. The technician checked outside and tightened or replaced a connection but the black border was still present. He concluded that it only existed on certain channels and discussed this with the subscriber. When the resident received his next bill, there was a charge of \$70 listed for this service call. He discussed this with the Comcast billing department and was told that the representative on the first call should have notified him of the possible cost. He does not feel that he should have to pay this charge because he was not notified in advance. In addition, he believes that the representative should have been knowledgeable about the fact that some channels have borders and that there is nothing that can be done to eliminate them. This complaint is pending.

FINANCIAL

The account balance for the MBS, BBCU and Beverly Hills accounts as of January 31, 2019 will

be e-mailed to all Board members. This information will also be provided via hard copies at the meeting, as well as budget to actual figures.

CHECK DISBURSEMENT

Since the date of our last meeting, I have written four (4) checks as follows:

1. State of Michigan (truck license plate renewal): \$595.00
2. Birmingham Bloomfield Chamber of Commerce (2019 membership dues): \$200.00
3. Charter Township of Bloomfield (filming January sports event): \$2,500.00
4. Michigan NATOA (2019 membership dues): \$125.00

ADDITIONAL NOTES:

1. We have requested and are reviewing social media policies from our member communities and partners in order to draft a policy for BACB as we begin to utilize social media platforms. We have also received training on uploading items to our new website.

2. The Register reported on January 25, 2019 that the FCC has been accused of colluding with the large cable companies it is supposed to oversee in order to protect a controversial decision over new 5G networks. The FCC had issued an order forcing local governments to charge no more than a flat fee of \$270 per site per year for 5G installations. This order was strongly opposed by a large number of local governments because it tied their hands over what they can charge for 5G installations. The opposition was particularly intense in California where the legal challenges would have been expected to have been heard in California's Ninth Circuit which has a long history of striking down such efforts by the federal government to impose its will on the state. The Chair of the House Commerce Committee has sent a letter to the FCC alleging that FCC staff put pressure on the big telcos to challenge the order in different circuits so that the case would not end up in a court that was likely to overturn it. Even though the order was designed to benefit the big telcos, this would be a way of gaming the judicial system. Since the various lawsuits by the cable companies were filed in four different judicial circuits, a lottery was held to determine where to consolidate them. This resulted in the cases being moved to the Tenth Circuit. In short, if the plan was to get the case out of California, it worked. The letter sent by the Chair of the House Commerce Committee gives the FCC three weeks to hand over any relevant communications between FCC staff and the telcos through both official and personal channels to determine if the FCC was trying to leverage its power as a regulator to influence regulated companies to further its agenda in seeking a more friendly court.

3. The Motley Fool reported on February 11, 2019 that cord cutting does not always save viewers money and that some individuals-and even more families-still benefit from the traditional cable package. Paying for a few popular streaming services can still lead consumers to conclude that the replacement cost is not worth it and that the viewing experience can be less than ideal. You have to consider what you save versus what you give up if you cut the cord, and figure out the point where it is worth it to you.



Bloomfield Community Television

Memorandum

Bloomfield Township

To: BACB

From: Steve Rota

Subject: Report January 17th, 2018 through February 27th, 2019

Date: February 21st, 2019

Cc: Greg Kowalski; Cathy White; Elaine McLain, Bob Borgon

BAMA Programs

During this time period we've completed nine regularly scheduled municipal meetings, the BACB meeting, Zoning Board meeting, Advisory Parking Committee meeting, the Multi-Modal Board meeting and two Baldwin Library Board Meetings.

BAPA Programs

From BACB area individual producers and organizations we've taped 16 programs. From individuals:

- ❖ *Inside City Hall February and March editions* hosted by Joe Valentine.
- ❖ *Three Eye on Oakland* hosted by Chuck Moss and David Potts.

From BACB area organizations:

- ❖ *Birmingham Bloomfield Chamber Real Estate Forecast.*
- ❖ *BACB Sports Girls Basketball.*
- ❖ *BACB Sports Boys Swim and Dive.*
- ❖ *BACB Sports Boys Hockey.*
- ❖ *TCH Bates Street Society Ceremony.*
- ❖ *BYA 38th Annual Kids Dog Show.*
- ❖ *Birmingham Bloomfield Republican Club Pre-Convention Candidates Forum.*
- ❖ *Birmingham Musicale.*
- ❖ *Birmingham Concert Band.*
- ❖ *Two First Presbyterian Church Lunch and Learn Lectures.*

PRODUCER WORKSHOP

We are offering a one on one session for those who are interested in producing their own show and to those who want experience behind the scenes. Please call 248-433-7790 and we can schedule a date and time with you.

BALDWIN LIBRARY

Equipment install takes place after this meeting and should be completed by March 1st. I will oversee the project.

EQUIPMENT

In your packet you should have received a quote. This quote is not to exceed \$16,500 This is for new equipment to be used on location. This equipment will enhance the production quality to meetings that do not have a control room at their location (Franklin, Franklin Church, DPS Building and Bingham Farms). This can also be used to cover lectures and concerts.

EQUIPMENT ORDERED and INSTALLED

As mentioned last month, the AT&T encoders failed and needed to be replaced. The new encoders and converters were purchased and installed a couple weeks ago. This equipment replaced the old AT&T encoders and allows us the ability to stream on the BACB website in HD. Both BAPA and BAMA are streaming LIVE on your website and AT&T channel 99. We had a few troubleshooting steps to go through during this process. During that time all subscribers and website viewers were experiencing technical difficulties. Everything is working at the moment as we speak.