

**City of Ann Arbor
CABLE COMMUNICATIONS COMMISSION**

**August 28, 2007
Regular Session**

MINUTES

Call To Order and Roll Call: Chair Barbara Clarke called the Cable Commission Regular Session to order at 7:00pm. Upon roll call, the following were present:

CCC: B. Clarke, R. Sutton, T. Bray, P. Bancel, J. Meyers, B. Fritz

CC: M. Higgins, R. Suarez

City Staff: L. Wondrash, R. Salmeron

Approval of Agenda: Chair B. Clarke asked for approval of the agenda. J. Meyers asked if the development of CTN's Internet plan could be added as New Business. With the addition, a motion was made by P. Bancel and seconded by T. Bray.

Approval of Minutes: J. Meyers made a motion to approve the April 24, 2007 Regular Session minutes as presented. The motion was seconded by T. Bray and passed unanimously.

Public Comment: None provided.

Communications Report: L. Wondrash noted that the financial summary was included for July 31st. She also stated we had received our first quarterly franchise check from AT&T in the amount of \$14.78 for the period of April through June, although their agreement began in May. No information was included with the payment. Council Rep. M. Higgins noted they were not required to include any information. L. Wondrash noted that there had been three complaints received in August and all had been resolved. She went on to say that under the State agreement Comcast was still providing us a customer service rep to respond to complaints even though it was no longer a state franchise agreement requirement. M. Higgins added that we only monitor cable complaints, not internet or phone service.

L. Wondrash noted a few items regarding the State franchise agreement: (1) Comcast had sent out notices to several cities informing them that they will begin to be billed for basic cable television service previously provided to City Hall, Fire departments and the Police station free of charge. The letter did state that Comcast would provide free basic cable service to one Fire Department and one

Police station location. (2) The Michigan chapter of the ACM filed a lawsuit with the Michigan Public Service Commission. They were seeking a declaratory ruling that AT&T's plan requiring communities to pay the cost of setting up and transmitting pike signals violated the Uniform Video Services Bill Franchise Act. The MPSC dropped the complaint.

She announced that City Council had approved a 10-year lease agreement with S. Industrial for CTN office and production space. CTN will be relocating in March, 2008. She noted that the public and clients would be notified of the move. R. Sutton asked R. Salmeron if there would be a break in services. R. Salmeron noted that there would be an approximate two-week break in CTN services and one week in programming. City meetings would be taped for later replay.

L. Wondrash stated that CTN had conducted an online survey and we had just received the results. She handed out a packet of survey results to the Commission. Several requested the information via e-mail.

CTN Report: CTN Manager R. Salmeron announced that Peggy Stevens had resigned from CTN and accepted a position with Canton as a Communications Specialist. Lani Garcia also turned in her resignation as "FYI" producer. CTN staff were actively interviewing for both positions.

CTN has developed and will offer a new camcorder workshop to residents and non-residents for \$10 on October 29 called "How to Get the Most Out of Your Camcorder." This is an outreach effort to connect with non-CTN clients. Individuals will bring in their personal camcorders and sit down with staff to learn about the features and how to use the equipment. There is a nominal fee of \$10.00 for the workshop.

T. Bray asked if CTN was working with students at the Neutral Zone. R. Salmeron stated that we currently had six students going through training, which would be completed soon and their projects would be evaluated for next steps regarding future Neutral Zone productions.

R. Salmeron announced that at the ACM Hometown Video Festival CTN had taken second place with one of its channel promotions.

Old Business: None provided.

New Business: B. Clarke asked if we wanted the two current cable providers to appear before the Cable Commission on a regular or infrequent basis. It was decided by the Commission that invites to cable providers would be extended as needed but at this time no regular monthly report from them was needed as they no longer will provide customer service reports.

B. Clarke went on regarding J. Meyer's request suggesting an AD-HOC committee for CTN to explore Internet programming and distribution options. J. Meyers stated that he had three areas he wanted to discuss. Public teaching and staying relevant with the mission of technology is becoming inseparable whether it's U2 or QuickTime, MPEGs, etc. due to a tremendous amount of videos ending up on computers. It also seems that content CTN develops, that what and whether it can be translated to technologies that can appear on the web and how future content can be translated to the web. B. Clarke asked J. Meyers if he would be willing to head up the AD-HOC committee to take a look at this and she also asked if there were any volunteers to help with this. Tom Bray, R. Sutton and R. Suarez volunteered.

Commission/Staff Comments: None provided.

Adjournment: P. Bancel made a motion to adjourn the meeting. The motion was seconded by B. Clarke. With no further discussion Chair B. Clarke closed the meeting at 8:16pm.

Submitted By: Deb Sturza, Administrative Support Specialist

Date Approved: October 23, 2007