

Waterford Cable Commission
AGENDA
6:00 pm, Tuesday, February 21, 2023
Town Hall, 3rd Floor Conference Room

1. Approval of agenda
2. Approval of minutes
3. Correspondence and bills
4. Signal quality
5. Subscriber complaints
6. Report from Media Network
7. Report from Cable Coordinator
8. Vote for New Officers (Chair, Vice-Chair, Secretary)
9. Comments
10. Adjourn



Waterford Township Cable Commission

Minutes of the Tuesday, November 15, 2022 Meeting

Members Present: Laura Petrusa, Anthony Bartolotta, Ken Fuerst, Janey Mosakoski

Absent: Bob Piggott, Al Pavlish, Jim Powers

Guests: Gary Allison (Cable Coordinator), Josh Bowren

Chairperson Laura Petrusa called the meeting to order at 6:36p.m.

Agenda – Anthony Bartolotta motions to approve the agenda for November 15, 2022, supported by Ken Fuerst. Approved unanimously.

Minutes – Anthony Bartolotta motions to approve the minutes for October 18, 2022, supported by Ken Fuerst. Approved unanimously.

Correspondence and Bills – Nothing to report.

Signal Quality – Nothing to report

Subscriber Complaints – No outstanding complaints.

Media Network Report – Josh Bowren submits report for review.

Cable Coordinator's Report – Gary Allison submits report for review.

Comments – Gary Allison proposes not to meet in January and December annually. Anthony Bartolotta motions to approve not meeting in January and December annually, supported by Ken Fuerst. Approved unanimously.

Anthony Bartolotta motions to meet move the Cable Commission meetings to 6pm, as opposed to the current meeting time of 6:30pm. Supported by Janey Mosakoski. Approved unanimously.

Adjournment – Anthony Bartolotta motioned to adjourn, supported by Jim Powers. Approved unanimously. Meeting adjourned at 7:28 p.m.

Respectfully submitted,
Janey Mosakoski, Secretary

Township of Waterford
Cable Coordinator Report February 2023
Submitted by Gary Allison

- PEG and Franchise Fees
 - 2022 4th quarter PEG and franchise fees have been submitted by Comcast and AT&T.
 - Comcast fees are 3.2% above 2023 projections.
 - AT&T fees are 7.7% above 2023 projections.
 - Overall, PEG and franchise fees for 2023 are 5.4% above projections across the board.
- 2022 Year End Budget Review
 - Overall, PEG and Franchise revenue fell 2.5% below 2022 projections.
 - Given the significant loss in AT&T fees, to end 2.5% below projections is well received news. Thanks to prudent management of expenses, the Cable Department was able to soften the loss of revenue. All this was done while still updating and keeping current capabilities and technology.
- Michigan Community Media Association (MICMA) membership for 2023 is due.
 - Cost is \$55, which includes voting privileges. Membership letter is attached.
- Emergency Preparedness Videos
 - The cable department in conjunction with the Safety Manager's office has produced three PSA videos for the 2023 program. New videos produced on a monthly basis with the cooperation of Tenuta's.
- Auditorium Operator's Booth
 - Construction complete. Glass installed December 1, 2022.
- Castus Broadcast System
 - Exploring having Comcast run fiber to Town Hall. Currently in quoting process.
 - Due to existing means for fiber (Township owned & AT&T), the need for boring is limited, thereby reducing cost significantly.
 - Once a quote is received, it will be presented to the Commission for recommendation to the Board of Trustees.
 - Upon completion of Comcast survey and quote, will discuss moving the municipal Castus system to Town Hall, removing a long distant step in our broadcasting procedures, with Advanced Lighting and Sound.
- Television Truck Generator
 - New Generator installation completed Jan. 19, 2023. Final cost was \$11,943.60. Truck now back at DPW.
 - DPW determined that resale of former generator was too costly and would not have a significant return to justify.
 - Former generator resides at DPW for possible use, but will most likely be scrapped.
- Television Truck Maintenance
 - Initiated a new policy that requires DPW garage to check with the Cable Department regarding scheduled maintenance for the television truck and whether it interferes with Media Network's production schedule.



Michigan Community Media Association

4510 Walnut Lake Rd. West Bloomfield, MI 48323 • 248-393-1060 • www.micma.org



February 13, 2023

Dear MICMA or Prospective Member:

Your Executive Board is preparing for a very active 2023, and we welcome your participation!

The mission of the Michigan Community Media Association (MICMA) is to support and serve the communications interests and needs of Michigan local governments, and to offer technical and operational support to PEG centers throughout the State.

In 2023, MICMA Executive Board Members:

- Will work hand in hand with PROTEC, Member Communities, and MICMA members to fight harmful legislation
- Will work with member PEG centers to provide regular educational sessions
- Inform members of changes in technology, PEG legislation, and potential threats

We encourage all PEG centers, Cities, Townships, and Villages who have cable franchising to join MICMA for a nominal fee. Your support will propel our mission.

MICMA will work with you and state-wide municipal organizations to educate your community and others regarding the serious threats to revenue, and therefore your PEG facilities and services, posed by legislation.

With a 2023 MICMA membership, you will receive important Michigan legislative information that could affect your municipality's rights of way and video franchising agreements. Your membership provides opportunities for professional networking to help strengthen Michigan legislation for community media centers and municipal funding.

With the recent election, and the new look to the House and Senate in Lansing, the opportunity for real change is taking shape. Your support and participation will have a tangible impact on our communities' rights and the preservation of PEG services statewide.

Sincerely,

Ian J. Locke
President, Michigan Community Media Association

MICMA Executive Board

Ian Locke, Orion Township • President, 248.393.1060
Mike DiFazio, City of Livonia • Vice President, 734.466.2543
Dave Albery, West Bloomfield • Treasurer, 248.682.6532
Elaine McLain, Birmingham • Secretary, 248.336.9445
Tom Norton, Wyoming • At Large, 616.261.5700