

Present: Camp, Correa, Greenslade, Hirsch, Hollinshead, Kuhne, Wilson - Birmingham
Borgon, Delaney, Pinkos, Woodard – Beverly Hills
Anderson – Franklin
Ettenson – Bingham Farms

Absent: None

Also Present: Hagaman - Executive Director
Currier – Attorney for Cable Board
Helwig – Bloomfield Community Television representative
Martinico - Director of Technology, Birmingham Schools
DiMaria, Parks and Parr - Comcast representatives
Pfeifer – Beverly Hills Council liaison

Borgon called the meeting to order at 7:46 a.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES

Motion by Woodard, seconded by Hollinshead, that the minutes of the Birmingham Area Cable Board held on Wednesday, April 16, 2003 be approved as submitted.

Motion passed unanimously.

RESOLUTION OF APPRECIATION

Borgon read a Resolution of Appreciation recognizing Raymond Lacroix's dedication and accomplishments while serving as a Beverly Hills representative on the Birmingham Area Cable Board from January, 2000 to April, 2003. The Resolution will be signed by all Board members and forwarded to Lacroix.

Motion by Delaney, seconded by Camp, that the Birmingham Area Cable Board adopt a Resolution of Appreciation in recognition of the dedicated service of Raymond Lacroix as a member of the Cable Board.

Roll Call Vote:

Motion passed unanimously.

Borgon welcomed Lex Kuhne back as a Birmingham representative to the Cable Board and welcomed newly appointed Beverly Hills member Grant Pinkos. Borgon acknowledged Michael DiMaria, Comcast representative, who is in attendance with guests that he will introduce later in the meeting.

COMMITTEE REPORTS

PEG Committee

Hollinshead reported that the PEG Committee met on Friday, May 16 to further consider programming plans for Channel 15 (municipal/library access). The Committee is developing a program concept tentatively called "Birmingham in Focus". The idea is to design special programs around issues of interest to our constituents.

Hollinshead related that a meeting took place in Birmingham on April 10 attended by groups interested in Rouge River related issues. The idea occurred to take this topic to a larger audience through Channel 15 programming. Hollinshead discussed this with the Mayor of Birmingham, who enthusiastically supports such programming. It was suggested that there is an opportunity for coverage of the June 7 River Day activities. The PEG Committee will pursue this idea and work with Helwig and staff at BCTV to prepare a compelling program of interest to the member communities.

Other issues of concern to area residents are the West Nile virus and emerald ash borer. There is an opportunity to develop “how to” programs that will inform residents on these topics and propose available preventative measures. Hollinshead commented that there are resources available through the County and communities to assist with this programming.

Other issues may be focused on individual communities. Recent topics in Birmingham are replacement of sewer pipe, care for city planted trees, and lawn care in terms of watering and chemicals. Hollinshead mentioned these subjects as a starting point for a full range of activities. The PEG Committee will work with BCTV and the municipalities to pursue the development of programming along these lines.

The PEG Committee is responsible for preparing a Request for Proposal for a provider for cable access management. The programming contract with BCTV expires in December of 2003. The Committee will be reviewing the scope of work and will begin the process of soliciting proposals.

Hollinshead addressed a question from the Board regarding a timetable for the “Birmingham in Focus” programming. The next step prior to production is program planning, which will involve outside resources and support. He hopes to have the program covering Rouge River issues on the air next month.

Hollinshead stated that it is the intent of the PEG Committee to reach out to the community to bring in producers, hosts and experts to contribute their experience and resources on any number of topics. He invited fellow board members and residents to step forward and indicate their interest in working with the Board on developing programs of community interest.

Cable Review and Liaison Committee

A committee was established at the April Board meeting with the objective of keeping current on hot topics in the industry. Hirsch was appointed chair of this committee consisting of members Greenslade, Correa and Ettenson. The Committee held its first meeting on April 23, 2003. Notes of the meeting were distributed to Board members.

Hirsch outlined the three key objectives of the Committee:

- Assure that meeting-to-meeting continuity is maintained by the BACB on key issues, especially relating to Comcast.
- Provide regular feedback on BACB actions to elected officials of Birmingham, Beverly Hills, Bingham Farms and Franklin in order to enlist governmental support if needed.

- Establish a “communication network” designed to maintain a flow of information from the BACB to government entities, other cable boards, and the media.

Proposed Committee Activities are as follows:

- At each BACB meeting, committee members will log Board requests for action or information by individuals or organizations such as Comcast. Also noted will be the names of those responsible for responding to the Board and the deadline. Committee members will follow up to assure that the actions have been taken.
- Organize ongoing communications efforts involving the public using letters, e-mail, phone calls and personal contact, as appropriate. These efforts could be directed, for example, to Comcast executives or federal and state officials (elected and appointive).
- Enlist the local media in publicizing and supporting communication efforts. (work with Kathy Hagaman)
- Contact other cable boards in the area about forming a consortium that could bring unified pressure aimed at improving the way cable systems are operated and regulated at the federal and state levels. (Use Tim Carrier as resource)

Forms prepared by the Committee to log requests for action or information were distributed to Board members. The Committee will meet on Wednesdays following the Board meeting date.

BUDGET FOR FY 2003-2004

Copies of the proposed Birmingham Area Cable Board budget for fiscal year 2003-2004 have been provided to each member community. The proposed BACB budget shows a total revenue projection of \$205,100.00 and total anticipated expenses of \$226,475.00. Hagaman stated that the difference will be made up by utilizing General Fund reserves.

Pfeifer commented that the Beverly Hills Council reviewed the budget and suggested that the Board may want to consider a separate line item for Board expenses for travel and conferences. Hagaman stated that this expense is included in the \$2,500 set aside for Special Projects. She will divide the allocation in that account and provide a separate line item for Special Projects and for Board travel and conferences.

Motion by Ettenson, seconded by Delaney, to approve the Birmingham Area Cable Board Budget for fiscal year 2003-2004 as submitted.

Motion passed unanimously.

COMCAST RELATED TOPICS

Borgon reported that Hagaman, Carrier, Delaney and he met with Comcast representatives on May 1, 2003 to discuss several issues that were raised at the April Board meeting. Dave Scott, President of Comcast's Midwest Division, Mike Cleland, Senior Vice-President of Comcast's Detroit Region, and Jon Kreucher, Division Vice President of Government and Regulatory Affairs were present to discuss the Board's concerns regarding price increases and other matters. Board members were provided with information on channel line-ups in other communities for comparison purposes as well as basic rate comparisons. Borgon related that Dave Scott was

positive about Comcast exploring the possibility of a senior discount or a lower entry level cable option for senior citizens in the community.

It was determined at the meeting that Fred Eaton would be replaced by Michael DiMaria as Comcast liaison to the Cable Board. Board members were informed that Kate Ebli was no longer with the company and that John Parr is the new Area Regional Vice-President for Comcast. Ann Marie Patton, Vice-President of Customer Service for Michigan, will attend an upcoming Cable Board meeting at the request of the Board. Borgon remarked that a number of the Board's concerns were expressed with no conclusions reached at that meeting. DiMaria and Parr will have responses to some of the topics today.

It was reported that Brian Roberts, President of Comcast Communications, spoke at a Detroit Economic Club luncheon in May. Ettenson attended the event and presented a recap of the speech given by Roberts. As a member of the media, Ettenson also attended a press conference prior to the Economic Club meeting and was able to ask questions and receive a reply from Mr. Roberts.

Ettenson reported that the general idea of the speech and the press conference was how much Comcast has done to upgrade its network, the value it is providing the subscribers, and the positive results of the AT&T merger. Ettenson was able to ask a question in response to Robert's summary that the network is 90% completed in the local area including all of the new products and technology such as video-on-demand. He asked how much of that is being paid for by the Birmingham Area cable subscribers.

Roberts did not answer the question with an amount, but made an interesting comment. He specified that sports programming in particular is driving cable increases, citing that these increases have typically been 15%-20% per year. Comcast is considering the possibility of making sports programming an optional package, which would tend to mitigate the programming increases. The fact that Comcast is considering this as a possible way to hold down the inflationary pressures on cable increases was a significant statement.

Ettenson asked how much of the cost of the AT&T merger with Comcast was being paid for by our subscribers. The question was not answered directly, but Roberts remarked that the network is much better than prior to AT&T and that AT&T subscribers are better off. Ettenson summarized that he thinks that Comcast is sincere about providing value but that they have a long way to go to hold down spiraling costs.

Subscriber Complaints

DiMaria commented on the untimely passing of Comcast customer advocate Mood Shirazi last month. He was a wonderful person and will be missed by the many people who had the opportunity to work with this young man. Comcast has established a scholarship fund through the University of Michigan in his name.

Borgon stated that subscriber complaints will be summarized at Board meetings in terms of the number and category of complaints. Comments or inquiries on specific complaints will be

addressed. Hagaman and DiMaria will deal with the issues, attempt to resolve them prior to the meeting, and present a recap to the Board.

Hagaman reported that there were seven subscriber complaints filed in the last month, which is about an average amount given the size of the subscriber base. Five complaints involved dissatisfaction with the latest Comcast price increase. Two requested senior discounts, and there was one reception problem on the Home Shopping Network. All but the reception issue have been resolved. Hagaman will follow up with DiMaria on that matter.

Birmingham Link

Currier received a communication from Jon Kreucher following the April meeting presenting the chronology of events regarding the underground fiber link to the Birmingham City Hall. The information was forwarded to the Birmingham City Engineer for review. Paul O'meara related that he was not involved with the Birmingham wide area network until May of 2001 when the crew that was installing the line was shut down for working in the Birmingham rights-of-way without a permit. O'meara indicated that the chronology from that time seems accurate until the latest events.

O'meara recounted that he reviewed the plans and returned them to Comcast in October, 2002 for revisions. They have not come back for final review and approval, so Comcast is not in a position to do any work at the present time. Once the revised plans are submitted, O'meara will review the fee structure and approve the plans before the project can proceed.

Currier stated that he spoke with Joe Valentine from Birmingham and Jon Kreucher about arranging a meeting between the Comcast and City of Birmingham engineers at City Hall to review the plans and resolve outstanding issues. It is hoped that this can be accomplished in the near future.

DiMaria commented that Comcast has completed work on the plans and will submit a construction schedule to the Birmingham city engineers. The construction phase will proceed once the permit is received and the fees paid.

There followed discussion of the maintenance issues with downtown customers and how they can be resolved. It is a serious concern that is separate from the wide area network issue. DiMaria commented that Comcast is experiencing major delays in repairing subscriber problems due to the need to obtain permits every time they access the rights-of-way. A protocol needs to be established to handle maintenance issues that directly impact subscribers.

Monthly Subscriber Statistics

DiMaria provided the Board with the April system statistics.

DiMaria introduced John Parr, new Comcast Area Vice-President for the territory, who joins the company from the Kansas City-Independence area and Michael Parker, Vice-President of Regulatory Affairs for Michigan. Both gentlemen presented a brief summary of their background and experience in the cable industry for the benefit of the Board members.

Copies of the Comcast Annual Report are available to Board members. DiMaria stated that it is a pleasure to be back representing Comcast at BACB meetings.

Hollinshead thanked DiMaria for providing a competitive comparison of cable rates from area communities and from other parts of the country served by Comcast.

EXECUTIVE DIRECTOR'S REPORT

Hagaman asked DiMaria to comment on a cable service outage that occurred on Friday, May 16 in the entire head end area. DiMaria explained that, when ABC decided to do a live news remote on Friday evening at 6:00 p.m., the microwave tower on their news truck hit Comcast lines and blew the power supply to its hub. Comcast dispatched a repair crew immediately and had the power up and running within the hour. DiMaria noted that the trunk lines filled up with people calling about the outage.

Board members are in receipt of a preliminary third quarter financial report, which will be updated when all revenue is received for the quarter. Hagaman stated that the budget is on track.

The new electronic bulletin board is operational.

MLTV15/PA 18 REPORT

Helwig reported that production staff has been trained on the use of a new Scala bulletin board system. She has talked to Stan Pasioka of Beverly Hills and Joe Valentine from Birmingham about new features that include video elements and the ability to import Word documents for agendas.

Bloomfield Community Television produced eleven municipal meetings and one Birmingham Area Cable Board meeting for MLTV 15 during the last month. Baldwin Library co-sponsored "Everyone's Reading: 'Lessons Before Dying' by Ernest Gaines", which has been airing. The Library also co-sponsored "Explorathon", a program that encourages girls to pursue science careers. The program produced by Steve Rota about Birmingham's proposed budget has not yet been cleared for cablecasting. Jim Gillis directed the Celebrate Birmingham Parade on Sunday, May 18 with Carol Greenslade as host. It began airing on Monday.

BCTV produced 26 programs for P. A. 18 including two of Jim Lane's "Talk of the Town" shows. Another program of special interest was the Birmingham Bloomfield Chamber of Commerce's Forecast Luncheon with speaker Brooks Patterson.

A volunteer workshop was held on May 6 to recruit volunteers for summer shoots. Four volunteers attended and have already been working on various productions. At this time, BCTV has a core group of 17 active volunteers.

Birmingham resident Gerald Doelle is in the pre-production phase of his new show, "Everyday People", which will be shot in locations throughout Birmingham. Tonia Lordy is the director. BCTV will be producing the Beverly Hills Memorial Day Parade.

Helwig stated that Jim Gillis and David Sommerfeld are on their way to France with producer Jonathan Swift to do new programs for Global Connection and Dining Out. They will be shooting at an Academy in France.

NEW BUSINESS

DiMaria thanked members of the Birmingham Bloomfield Art Association for assisting Comcast with its display over Mother's Day weekend in downtown Birmingham.

BOARD COMMENTS

Wilson applauded Hirsch and members of the Cable Review and Liaison committee on their initiative. Delaney supported the proposed activity of the Committee to create liaisons with cable boards in other consortiums.

Delaney questioned the status of the franchise fee audit by Plante & Moran. He was informed that this will be the topic of the closed session.

PUBLIC COMMENTS

There were no comments from the public.

Motion by Ettenson, seconded by Delaney, to go into closed session to receive attorney/client privileged communication.

Roll Call Vote:

Motion passed unanimously.

Board members along with Haganan and Pfeifer went into closed session with Attorney Currier at 8:50 a.m. and reconvened in open session at 9:18 a.m.

Motion by Delaney, seconded by Ettenson, to adjourn the meeting at 9:19 a.m.

Motion passed unanimously.