

## Ad-Hoc Cable Access Committee Recommendations

1. Development and Approval of a Multi-Year Agreement between City Council and School Board
  - a. City Council to contract with and commit to provide annual funding for School Board to administer/operate Local Cable Access Channels/Facilities
  - b. Written agreement to include provisions addressing
    - i. Scope of Service
      1. School to hire and supervise employee(s) to administer and operate available governmental and educational access channels as allowed by franchise agreement:
        - a. existing Governmental Channel (ch 22)
        - b. new Educational Channel (ch tbd)
        - c. potential third Channel (ch tbd)
      2. To the extent possible, provide opportunities for students to participate and learn from involvement in producing governmental and educational content for playback on access channels
    - ii. Funding
      1. Multi-year City Council commitment for duration of cable franchise agreement to provide annual funding to School Board based upon Franchise Fee and other available sources
      2. Multi-year School Board Commitment to secure State School Building Aid to offset costs for facility construction at McConnell Center and High School
      3. Annual budget with appropriations made by City Council into School administered Cable Access Special Revenue Fund
    - iii. Public Oversight
      1. Formation of Standing Committee to develop and implement operational policies, provide ongoing oversight and report to School Board along with City Council, as requested
        - a. Membership
        - b. Terms
        - c. Authority/Charge
    - iv. Administrative Attachment/Support
      1. Budget, accounting, purchasing authority, personnel, payroll, insurances through School
    - v. Insurance
      1. personnel, equipment, facilities insured through School
    - vi. Indemnification
      1. to the extent required to protect School Board and City Council
    - vii. Termination
      1. Notice to correct default, prior to termination
      2. If terminated by Council, provide assurances for School Board



## Funding of City Council/School Board Cable Access Shared Services Agreement

Comcast is obligated to provide City with 3% (est. \$225,000/yr) franchise fee during calendar year 2008 which will then revert to 2.75% (est. \$207,000/yr) during calendar years 2009-2017.

The franchise fee funds are intended to support the construction and operation of governmental and educational access channels and integration of media content with internet services.

Access studio origination locations are established in the cable franchise agreement to be located at City Hall, McConnell Center and High School. Space is currently allocated in the McConnell Center to be outfitted to serve as central control location for production and broadcasting on both government and education channels. Per the School Department, space is currently not available in the High School and can be addressed in conjunction with the future planned renovations.

The School Department has applied for the ability to access 40% State of NH School Building Aid reimbursement for construction costs related to school studio related facilities located in the McConnell Center. There may also be the possibility to acquire additional School Building Aid similar to the square footage allocation established in the current SAU Occupancy Agreement at the McConnell Center. An additional opportunity also exists to access further Building Aid reimbursement and state/federal grants for facilities to be located in the High School in conjunction with the future planned renovations/additions to the building.

### Funding Sources:

FY2009 - \$369,000

1. Franchise Fee - \$225,000 (3%) less existing charge for internet integration of \$25,000 and \$42,000 for McConnell Center facility charge = \$158,000
2. One Time Use of Fund Balance – Advance for Start-up = \$211,000 (less any School Building Aid received during FY2009)
  - a. School Building Aid McConnell Fit-out paid direct to School Department = 40% of \$300,000 over five years = \$24,000
  - b. School Building Aid McConnell Renovation paid direct to School Department = ?? (similar provision to SAU Occupancy Agreement)

FY2010-2013 - \$140,000+

1. Franchise Fee - \$207,000 (2.75%) less existing charge for internet integration of \$25,000, \$42,000 for McConnell Center facility charge, and \$24,000 for Fund Balance Reimbursement = \$116,000
2. School Building Aid McConnell Studio Fit-out paid direct to School Department = 40% of \$300,000 over five years = \$24,000
3. School Building Aid McConnell Renovation paid direct to School Department = ?? (similar provision to SAU Occupancy Agreement)

FY2014 - \$240,000+

1. Franchise Fee - \$207,000 (2.75%) less existing charge for internet integration of \$25,000, \$42,000 for McConnell Center facility charge, and \$24,000 for Fund Balance Reimbursement = \$116,000
2. School Building Aid McConnell Studio Fit-out paid direct to School Department = 40% of \$300,000 over five years = \$24,000
3. Cable Access Capital Reserve Fund = \$100,000
4. School Building Aid McConnell Renovation paid direct to School Department = ?? (similar provision to SAU Occupancy Agreement)
5. CTC Facility Grant Funding (75%) and/or School Building Aid (30%) for HS cable studio paid direct to School Department = ??

FY2015-2018 - \$140,000+

1. Franchise Fee - \$207,000 (2.75%) less existing charge for internet integration of \$25,000 and \$42,000 for McConnell Center facility charge = \$140,000
2. School Building Aid McConnell Renovation paid direct to School Department = ?? (similar provision to SAU Occupancy Agreement)
3. Continued CTC Facility Grant Funding and/or School Building Aid Reimbursement for HS cable studio paid direct to School Department = ??

Estimated Expenditures:

FY2009 – \$369,000

- Broadcast Center/Studio Fitout - \$264,000 for McConnell room fitout (per BPS Quote) and \$50,000 for technical equipment (per informal Comcast estimate) = \$314,000
- Access Channel Operations - \$45,000 for ½ year Media Access Coordinator/Camera Operators and \$10,000 for initial start-up and operating expenses = \$55,000

FY2010-2013 – \$140,000+

- Access Channel Operations - \$110,000 for Media Access Coordinator/Camera Operators, \$10,000 for ongoing operating expenses = \$120,000
- Capital Reserve/Contingency – for HS studio fitout/absorb future operational increases = \$20,000+

FY2014 - \$240,000+

- Access Channel Operations - \$110,000 for Media Access Coordinator/Camera Operators, \$10,000 for ongoing operating expenses = \$120,000
- High School/CTC studio installation - \$120,000 minimum plus additional CTC Grant/State Building Aid)

FY2015-2018 – \$140,000+

- Access Channel Operations - \$110,000 for Media Access Coordinator/Camera Operators, \$10,000 = \$130,000
- Capital Reserve/Contingency – for equipment replacement/absorb future operational increases = \$20,000+