



CITY OF DOVER

CABLE ACCESS AD-HOC COMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Manager's Office, City Hall
Meeting Date: **Monday, June 23, 2009**
Meeting Time: **6:00 PM**

Meeting called to order at 6pm. Motion to go into public session made by AL / seconded by DD.

PC passed out a copy of an email sent by Doris Grady. PC has spoken to her at length and we will review the information at this time.

1. The present cost of operating channel 22 is available in the City Manager's budget (FY 2008 staffing \$25,000 aprox. Misc expenses \$2,000 aprox. School Dept costs will be in addition to City costs. Estimate \$30K for the entire operation for both City / School costs)
2. The current amount of money in the franchise fee account is available and fluctuates quarterly depending on the amount of money collected through Comcast (FY 2008 through June 30th, 2008 - \$26,728). (FY 2009 through May 1st, 2009 - \$218,763). Grand total of \$245,491 in Franchise Fee revenue received with expenses of \$85,671 incurred through May 1, 2009. Net available \$159,820. FY2010 Budget estimates \$225,500 of Franchise Fee revenue. With estimate of approximately \$25,000 required for continuing Web administrator, this will provide SAU with \$200,000 per year to invest in hiring staff, funding operations and further capital upgrades). There is an additional Grant for \$25,000 which is dedicated to funding enterprise wide network services provided by Comcast that is not part of the Franchise Fee revenue.
3. Anticipated revenues are dependent upon the subscriber rates for Comcast (anticipate \$230,000/yr going forward)
4. Rent for McConnell meeting rooms and control studio is intended to be paid from funds collected through the franchise fee which will be covered in the contract
5. The space can be retrofit at any time using the funds that are currently available. The addition of staff would be at the exclusive discretion of the school department and, ideally in conjunction with the CTC. The school department has received preliminary approval from the state for school building aid in order to maximize the value of the franchise monies. Based on currently available funds with the 40% State match, this will provide an initial \$266,000 for fit-out of the McConnell meeting rooms and control studio. A previous quote from BPS for fit-out of the space was in the amount of \$265,000.



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JMJ reviewed the clause in the franchise agreement that states that there may be a studio built at the high school. The decision of if and when to build a studio at the High School is at the sole discretion of the School Department. The Franchise Agreement language was always intended simply to ensure that Comcast would activate connectivity to the High School if and when such a facility was constructed. The studio can be added at any time and if the program falls under the CTC program, the School Department may be able to use state and/or federal building aid for a portion of the build-out.

If funding is short for the initial build-out, the City Council can appropriate a "loan" or advance to the franchise fee fund in order to cover the fit out of the studio and it can be paid back through subsequent installments of the franchise fee from Comcast.

Meeting adjourned 6:45 June 23, 2009
AL moved / DD seconded.