



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION SPECIAL BOARD MEETING

Sacramento County Administration Center
700 H Street, S. 1450
Sacramento, California 95814

WEDNESDAY, JULY 19, 2017
2:30 p.m.

Board Members: Larry Carr, Steve Detrick, Albert J. Fox, Sue Frost, Eric Guerra, Steve Hansen, Lori Heuer, Patrick Kennedy, Don Nottoli, Susan Peters, Phil Serna
Ex Officio: Vacant
Elected Alternates: Bret Daniels, Stephanie Nguyen
Appointed Alternates: Matt Bryant (Carr), Matt Hedges (Frost), Sarah Pollo (Guerra), Consuelo Hernandez (Hansen), Susan McKee (Kennedy), Howard Schmidt (Peters), Lisa Nava (Serna)

The Board may take up any agenda item at any time, regardless of the order listed. Members of the public coming for a specific agenda item are encouraged to arrive earlier than the scheduled time. Public comment will be taken on the item at the time that it is taken up by the Board. We ask that members of the public complete a Request to Speak form, submit it to the Clerk of the Board, and keep their remarks brief. If several persons wish to address the Board on a single item, the Chair may impose a time limit on individual remarks at the beginning of the discussion. Action may be taken on any item on this agenda.

Presentations supplemented with media (video, DVD, PowerPoint, laptop hookup, etc.) must be coordinated in advance with the meeting Clerk. All media must be tested prior to the meeting date by Metro Cable at (916) 874-7685. Untested media will not be allowed on the date of the meeting. It is also highly advisable to bring a paper copy of presentations to the meeting as back up.

Meeting facilities are accessible to persons with disabilities. Requests for alternative agenda document formats, meeting assistive listening devices, or other considerations should be made through the Commission office at (916) 874-6662.

The meeting of the Commission is cablecast live on Metro Cable 14, the local government affairs channel and webcast at www.sacmetroable.tv. The meeting is closed captioned and will be repeated the following Saturday at Noon on Channel 14.

CALL TO ORDER

- A) Roll Call
- B) Pledge of Allegiance
- C) Introduction of Board Member Albert J. Fox

ITEM NO. 1) CONFERENCE WITH LEGAL COUNSEL

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Section 54956.9
Name of Case: Comcast of Sacramento I, LLC, ET AL. v. SMCTC
Case No. 2:16-CV-01264-WBS-EFB
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: 2 Cases

Action:

Adjourn to a closed session.

ITEM NO. 2) FISCAL YEAR 2017-18 GENERAL FUND & PEG FEE FUND PROPOSED BUDGETS

Action:

Approve the Fiscal Year 2017-18 General Fund (094A) and PEG Fee Fund (094B) Proposed Budgets to include the following Resolutions, Exhibits, and Agreements attached to the budget staff report:

- Resolution No. 2017-002, Adopting the Fiscal Year 2017-18 Proposed General Fund (094A) Budget (Attachment 1)
- Resolution No. 2017-003, Adopting the Fiscal Year 2017-18 Proposed PEG Fee Fund (094B) Budget (Attachment 2)
- Fiscal Years 2016-17 Budgeted/Actuals and 2017-18 Proposed General Fund Budget (Exhibit 1)
- Fiscal Years 2016-17 Budgeted/Actuals and 2017-18 Proposed PEG Fee Fund Budget (Exhibit 2)
- Fiscal Year 2017-18 PEG Fee Funding Proposal – Member Agencies / Metro Cable / Channel Licensees (Exhibit 3)
- Resolution No. 2017-004, Approving an Amendment to the Commission Legal Counsel Services Retainer Agreement (Attachment 3)
- Fiscal Year 2017-18 Amendment to Legal Counsel Retainer Agreement (Attachment 4)
- Resolution No. 2017-005, Approving an Amendment to the VITAC (formerly Caption Colorado) Agreement (Attachment 5)
- Fiscal Year 2017-18 Amendment to Closed Captioning Agreement (Attachment 6)
- Caption Colorado Agreement for Closed Captioning Services - (Attachment 7)
- Resolution No. 2017-006, Approving and Authorizing Execution of the PEG Fee Funding Agreement for Member Agencies of SMCTC (Attachment 8)
- Fiscal Year 2017-18 PEG Fee Pro Forma Funding Agreement for Member Agency (Attachment 9)
- Resolution No. 2017-007, Approving and Authorizing Execution of the Annual Funding and Performance Agreement for Channel Licensees of SMCTC (Attachment 10)

ITEM NO. 2) FISCAL YEAR 2017-18 GENERAL FUND & PEG FEE FUND PROPOSED BUDGETS (CONTINUED)

- Fiscal Year 2017-18 Annual Funding & Performance Pro Forma Agreement for Channel Licensee (Attachment 11)
- Fiscal Year 2017-18 Annual Funding & Performance Pro Forma Agreement for SECC (Attachment 12)
- Fiscal Year 2017-18 Annual Performance Agreement for Interfaith Service Bureau DBA Sacramento Faith TV (Attachment 13)
- Fiscal Year 2017-18 Proposed Staffing (Attachment 14)
- Fiscal Year 2017-18 PEG Fee Funding Requests – Members Agencies (Attachments 15-21)
- Fiscal Year 2017-18 PEG Fee Funding Requests – Channel Licensees (Attachments 22-25)

ITEM NO. 3) RESOLUTION NO. 2017-008, APPROVING THE SEVENTH AMENDMENT TO THE LICENSE & OPERATIONS AGREEMENTS PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S)

Action:

Adopt Resolution No. 2017-008, Approving the Seventh Amendment to the License & Operations Agreements Pertaining to Use of Community Programming Channel(s), with an amended term ending June 30, 2018.

ITEM NO. 4) AUDITED FINANCIAL STATEMENTS AND OTHER REPORTS FOR THE FISCAL YEARS ENDED JUNE 30, 2014 AND JUNE 30, 2015

Action:

Receive and file the audited financial statements and other reports for the Sacramento Metropolitan Cable Television Commission as of and for the fiscal years ended June 30, 2014 and June 30, 2015.

ITEM NO. 5) COUNTY OF SACRAMENTO'S CALENDAR YEAR 2017 INVESTMENT POLICY FOR THE POOLED INVESTMENT POOL

Action:

Receive and file the County of Sacramento's Calendar Year 2017 Investment Policy for the Pooled Investment Pool.

ITEM NO. 6) REVIEW OF FRANCHISE & PEG FEES PAID BY AT&T FOR CALENDAR YEARS 2014 AND 2015

Action:

Receive and file the review of franchise and PEG fees remitted to the Sacramento Metropolitan Cable Television Commission by AT&T, Inc. for the period January 1, 2014 through December 31, 2015.

ITEM NO. 7) GENERAL ADMINISTRATION REPORT

Action:

Receive a verbal report from staff on administrative matters:

1. Remaining meetings in Calendar Year 2017
2. Classification and Compensation Study – Update
3. Telecom Advocacy Coalition Lobbying Efforts - Update

ITEM NO. 8) CHANNEL LICENSEE REPORTS

Action:

Receive verbal reports from Channel Licensee representatives:

1. Access Sacramento
2. Capital Public Radio
3. KVIE, Inc.
4. Sacramento Faith TV
5. Sacramento Educational Cable Consortium

ITEM NO. 9) STATE FRANCHISEE REPORTS

Action:

Receive verbal reports from State Franchisee representatives:

1. AT&T
2. Comcast
3. Consolidated Communications

ITEM NO. 10) PUBLIC COMMENTS

ADJOURNMENT



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 1

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: CONFERENCE WITH LEGAL COUNSEL

RECOMMENDATION:

It is recommended the Board adjourn to a closed Executive Session to discuss the following items and report out, if necessary:

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9
Name of Case: Comcast of Sacramento I, LLC, ET AL. v. SMCTC
Case No. 2:16-CV-01264-WBS-EFB
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9:
2 Cases

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 2

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: FISCAL YEAR 2017-18 GENERAL FUND AND PEG FEE FUND PROPOSED BUDGETS

RECOMMENDATION:

It is recommended the Board approve the Fiscal Year 2017-18 General Fund (094A) and PEG Fee Fund (094B) Proposed Budgets including the following Resolutions, as well as the attached Exhibits and Agreements included in this budget staff report:

- 1) Resolution No. 2017-002, Adopting the Fiscal Year 2017-18 Proposed General Fund (094A) Budget;
- 2) Resolution No. 2017-003, Adopting the Fiscal Year 2017-18 Proposed PEG Fee Fund (094B) Budget;
- 3) Resolution No. 2017-004, Approving an Amendment to the Commission Legal Counsel Services Retainer Agreement;
- 4) Resolution No. 2017-005, Approving an Amendment to the VITAC (formerly Caption Colorado) Agreement;
- 5) Resolution No. 2017-006, Approving and Authorizing Execution of the PEG Fee Funding Agreement for Member Agencies of the Sacramento Metropolitan Cable Television Commission; and
- 6) Resolution No. 2017-007, Approving and Authorizing Execution of the Annual Funding and Performance Agreement for Channel Licensees of the Sacramento Metropolitan Cable Television Commission.

BACKGROUND/DISCUSSION:

The Sacramento Metropolitan Cable Television Commission (Commission) is funded primarily with franchise fees and public, education and government (PEG) fees collected from a percentage of the gross revenues of the three cable television companies (AT&T, Comcast, and Consolidated Communications, Inc.) operating in Sacramento.

The General Fund (094A) Budget funds the operations of the two divisions of the Commission – Administration & Metro Cable - and supports six PEG channels operated by four Channel Licensees (Access Sacramento, KVIE, Sacramento Educational Cable Consortium, and Sacramento Faith TV). The balance of the franchise fee revenue minus operational costs is distributed annually to the Commission's seven member agencies, which includes the County of Sacramento and the cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova, and Sacramento.

Agenda Item 2

Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets

Page 2 of 8

The PEG Fee Fund (094B) funds Public, Educational and Government (PEG) facilities and equipment for the Commission's seven member agencies, three channel licensees, Capital Public Radio, and Metro Cable 14.

The Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets were developed to maintain the current level of core services which include:

- 1) Administering state-issued cable television state franchises in Sacramento County;
- 2) Assisting consumers in resolving their cable complaints and concerns;
- 3) Operating Metro Cable 14, the local government channel;
- 4) Supporting community programming of six PEG channels on the local cable system, operated by Access Sacramento, KVIE, Sacramento Educational Cable Consortium, and Sacramento Faith TV;
- 5) Collection and distribution of franchise fee revenue to the Commission's seven member agencies; &
- 6) Collection of PEG fee revenue to fund multiple PEG projects for channel licensees, member agencies, and Metro Cable.

FISCAL YEAR 2017-18 GENERAL FUND BUDGET (094A)

The Fiscal Year 2017-18 Budget for the General Fund (094A) proposes \$26.9 million in expenditures to be funded with \$14 million of projected Franchise Fee revenue and the balance of carryover funds from Fiscal Year 2016-17, plus other miscellaneous revenue.

The Commission's General Fund budget is divided into five major components:

COMPONENT 1 – ADMINISTRATION AND REGULATION

The Administration and enforcement arm of the Commission is staffed as follows:

- the part-time Executive Director serves at the pleasure of the Commission;
- an Administrative Services Officer III;
- two Senior Office Assistants;
- the Administrative Services Officer I position which was approved and budgeted last year remains unfilled.

Since the Commission positions have historically been tied to certain Sacramento County positions, the salary adjustment (including COLAs and other equity/salary adjustments) that is approved for those County positions every fiscal year is granted to Commission staff. A 2% COLA was granted in Fiscal Year 2017-18 for the County positions that the Commission's positions are aligned with – which includes the ASO III, ASO I, Sr. Office Assistant, and Sr. Office Assistant Confidential positions.

Administration and Regulation Highlights:

- Accounting Services - \$30,000
- Legal Counsel Services - \$200,000
- Other Professional Services - \$200,000
- County DTech & IT Services - \$74,758

Agenda Item 2

Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets

Page 3 of 8

- Reserves - \$150,000 (Per Board approved policy, an amount is to be set aside each year to reach the targeted minimum balance of \$1.5 million, and agendaize as part of annual budget hearing process for Board consideration and approval). The current Reserve balance is \$1,048,884 which includes Comcast's Security Deposit offset of \$269,822.

COMPONENT 2 – CLOSED CAPTIONING

Closed captioning was implemented in June 2006 with Board direction to caption the Commission's JPA member agency meetings and other agency meetings held in the County Board of Supervisors' Chambers.

For Calendar Year 2016:

- 322 meetings were captioned (out of 365 meetings taped);
- 618 hours of meetings were captioned (out of 700 hours of meetings that were recorded).

The Fiscal Year 2017-18 General Fund Budget proposes \$110,000 in funding for closed captioning services. Staff is recommending the Closed Captioning Agreement with VITAC (formerly Caption Colorado) be renewed through June 30, 2018, with the same terms and conditions as the original 2006 Agreement.

COMPONENT 3 – METRO CABLE

The Metro Cable budget includes salaries and wages for four (4) full-time positions as well as part-time Production Assistants:

- Production Director
- Programming Coordinator
- Technical Coordinator
- Technical Assistant

Metro Cable staff operates Metro Cable 14 and is responsible for cablecasting local government meetings and providing gavel-to-gavel coverage of meetings held by the Cable Commission, its seven member agencies, and thirteen other agencies (which includes eight agencies that meet in the County Board chambers and offsite meetings for four contracted agencies).

In addition, Metro Cable staff supports the member agencies by providing assistance with equipment maintenance and testing, quality oversight, and the annual recommendation of PEG equipment and upgrades to council chambers and control rooms.

COMPONENT 4 – COMMUNITY PROGRAMMING (CHANNEL LICENSEES' OPERATIONS BASE)

The Commission provides funding and support to three of its four Channel Licensees - Access Sacramento, KVIE, and the Sacramento Educational Cable Consortium – who operate five of the Commission's seven PEG channels on the local cable systems. Sacramento Faith TV operates the sixth PEG channel. The seventh PEG channel is operated by Metro Cable.

Annual Funding requests from Channel Licensees are segregated into two categories – operational versus PEG facilities & equipment costs.

- Operational costs are funded by general funds;
- PEG equipment and facilities improvements are funded with PEG Fee funds.

Agenda Item 2

Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets

Page 4 of 8

The benefit of this strategy is that PEG facilities and equipment funded from the PEG Fee fund reduces expenditures from the General Fund (franchise fee revenue), thus maximizing the revenue distribution to the Commission's seven member agencies.

Commission staff and Legal Counsel reviewed the Channel Licensees' funding requests. The following table identifies the proposed General Fund funding for Channel Licensees' Operations Base in Fiscal Year 2017-18, which includes a 2% COLA. The COLA recommendation is in line with the formal policy that was approved by the Board at its June 2, 2016 budget hearing, which continues the practice of aligning the Channel Licensees' COLA to the same general COLA and salary adjustment that the County of Sacramento approves for its positions that are tied to the Commission's positions, excluding equity increases.

The proposed funding from the General Fund also includes a grant of \$8,320.50 for Capital Public Radio for an Axia PowerStation, the final piece of equipment that is required for their music studio equipment upgrade that began two years ago.

GENERAL FUND (094A) CHANNEL LICENSEES – OPERATIONS BASE		
Description	FY 2016-17 Funding (with 7% COLA)	FY 2017-18 Proposed Funding (with 2% COLA)
ACCESS SACRAMENTO		
Operations Base	\$468,027	\$477,388
Hometown TV	\$60,883	\$62,101
Game of the Week	\$52,969	\$54,028
ACCESS SACRAMENTO TOTAL	\$581,879	\$593,517
CAPITAL PUBLIC RADIO (CPR)		
Operations Base	\$21,050	\$21,471
One-time Equipment	\$7,191	\$8,321
CAPITAL PUBLIC RADIO TOTAL	\$28,241	\$29,792
KVIE, INC.		
Operations Base	\$230,233	\$234,838
KVIE, INC. TOTAL	\$230,233	\$234,838
SACRAMENTO EDUCATIONAL CABLE CONSORTIUM (SECC)		
SECC Operations Base	\$299,434	\$305,423
BESTNet Operations Base	\$65,780	\$67,096
SECC TOTAL	\$365,214	\$372,519
TOTAL	\$1,205,567	\$1,230,665

COMPONENT 5 – FRANCHISE FEE REVENUE DISTRIBUTION TO MEMBER AGENCIES

The Commission's General Fund Balance, minus the cost of operations and other costs, is allocated to the seven member agencies based on population. The Fiscal Year 2016-17 actual revenue distribution as outlined below will be issued to the member agencies in July of this year.

Agenda Item 2

Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets

It should be noted that the past fiscal year is the first year since the inception of franchise fees where there was a decline in revenue from the previous year. Overall franchise fees were reduced by 0.49%. While this decrease is quite small, it should be noted that this was mainly due to the previously reported reduction in Franchise Fees from AT&T which is migrating from its U-Verse platform to over-the-top streaming services. Franchise Fees from AT&T were reduced by 25% in Fiscal Year 2016-17 from the previous year. This decrease was mitigated by continued increases in Franchise Fees from Comcast and Consolidated Communications, Inc. However, the actual revenue distribution that will be paid in July 2017 is increased over the amount budgeted when combined with revenues from audit findings regarding unpaid fees (revenue) due to the Commission as result of three audits performed by Ashpaugh & Sculco:

Cable Company	Period Audited	Unpaid Fees Due SMCTC
AT&T	Calendar Years 2012 & 2013	\$249,000
AT&T	Calendar Years 2014 & 2015	\$164,911
Consolidated Communications, Inc.	Calendar Years 2013 & 2014	\$ 6,088

The FY 2017-18 proposed revenue distributions, which will be distributed to the member agencies in July 2018, as outlined below are calculated based on population percentages posted at the State Department of Finance website for January 2017. Staff will continue to monitor the actual franchise fees received each quarter given the situation in AT&T and will take appropriate action if revenues are significantly less than the budgeted revenues.

GENERAL FUND (094A) FRANCHISE FEE REVENUE DISTRIBUTION TO MEMBER AGENCIES					
MEMBER AGENCY	FY 2016-17 Budgeted	FY 2016-17 Actual	Population as of January 1, 2017 (Dept. of Finance)	Population Percentage	FY 2017-18 Proposed
Citrus Heights	\$694,428	\$711,366	87,013	5.748%	\$642,810
Elk Grove	\$1,351,700	\$1,398,476	171,059	11.299%	\$1,263,702
Folsom	\$621,638	\$641,973	78,525	5.187%	\$580,105
Galt	\$204,809	\$210,051	25,693	1.697%	\$189,808
Rancho Cordova	\$581,054	\$603,933	73,872	4.880%	\$545,731
Sacramento	\$3,908,538	\$4,030,677	493,025	32.566%	\$3,642,232
Sacramento County	\$4,664,440	\$4,780,394	584,729	38.624%	\$4,319,698
TOTAL	\$12,026,607	\$12,376,870	1,513,916	100.00%	\$11,184,086

The Fiscal Year 2016-17 actual revenue distribution which will be distributed to Member Agencies in July 2017 is \$12,376,870 - an increase of \$350,263 over the budgeted amount of \$12,026,607.

The proposed Fiscal Year 2017-18 revenue distribution of \$11,184,086 is based on \$14 million of anticipated franchise fee revenue, to be distributed in June 2018 to include adjustments based on actual franchise fee revenue received.

FISCAL YEAR 2017-18 PEG FEE FUND BUDGET (094B)

In 2009, the Commission Board adopted Resolution No. 09-001, determining to implement and collect a fee to support PEG channel facilities in the amount of one percent (1%) of gross revenues. Collection of the PEG Fee was implemented in May 2009 for State cable/video franchisees operating within the Commission boundaries - AT&T, Comcast, and Consolidated Communications (formerly SureWest). The PEG Fee Fund (094B) was established in Fiscal Year 2010-11, to account for PEG fees separate from Franchise fees in the Commission's General Fund (094A).

Since federal law restricts the use of PEG funding to capital facilities and equipment costs, the Commission’s Legal Counsel developed the working definition of the types of expenses that qualify for the use of PEG Fee funding. The guidelines were provided to all Member Jurisdictions and Channel Licensees that request and receive PEG Fee funding.

DISCUSSION/ANALYSIS:

The proposed Fiscal Year 2017-18 PEG Fee Budget is based on \$2.65 million of PEG Fee revenue, with expenditures of \$4.16 million. The budget includes an estimated \$1.51 million of carry over PEG funds from Fiscal Year 2016-17.

The Commission’s Member Agencies and Channel Licensees were advised of available funding for PEG facilities and equipment and asked to submit a funding request for Fiscal Year 2017-18 to the Commission. Staff recommends the Board approve, as to form, the Fiscal Year 2017-18 Funding Agreement prepared by Legal Counsel, and authorize the Executive Director to prepare and modify the agreement as needed for each agency based on the approved funding amounts determined.

For Channel Licensees, Legal Counsel prepared a Seventh Amendment to Channel Licensee’s Licensee & Operations Agreements, which extends the Agreement through June 30, 2018.

Proposed PEG Fee Funding for Member Agencies

Since its inception, the PEG Fee fund has been used to fund many projects requested by the Commission’s seven member agencies. Metro Cable staff assesses needs for each member agency on an annual basis and makes recommendations for control room equipment and Board Chamber upgrades.

Attachments 15-21 are the Fiscal Year 2017-18 PEG Fee Funding requests submitted by the seven Member Agencies. The table below identifies the PEG funding proposed for each agency based on the requests made.

PEG FEE FUND (094B)	
Proposed PEG Fee Funding - Member Agencies	
Member Agency	Fiscal Year 2017-18 Proposed Funding
Citrus Heights	\$81,904
Elk Grove	\$15,448
Folsom	\$194,542
Galt	\$55,427
Rancho Cordova	\$204,935
Sacramento	\$75,547
Sacramento County	\$280,129
PEG FEE FUNDING TOTAL PROPOSED FOR MEMBER AGENCIES	\$907,932

Proposed PEG Fee Funding for Channel Licensees

In addition to the annual PEG base, Channel Licensees submitted funding request for one-time equipment needs. Staff reviewed the Channel Licensees’ funding requests (Attachments 22-25) with Legal Counsel to insure all requests fit within the definition of expenditures that may be funded by the PEG fees.

Agenda Item 2
Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets
Page 7 of 8

The proposed Fiscal Year 2017-18 PEG Fee funding for Channel Licensees includes a 2% COLA to the Capital Equipment/Facilities Base.

Exhibit 3 provides an overview of all line items requested by Access Sacramento, KVIE, Sacramento Educational Cable Consortium (SECC), as well as each member agency and Metro Cable.

PEG FEE FUND (094B)		
Proposed PEG Fee Funding – Channel Licensees		
Channel Licensee	Fiscal Year 2016-17 Funding	Fiscal Year 2017-18 Proposed Funding
Access Sacramento – Facilities/Equipment Base	\$93,032	\$94,893
Access Sacramento – Coloma Center Rent	\$6,750	\$6,750
Access Sacramento – PEG Equipment	\$686,903	\$567,939
Access Sacramento – HD Truck	--	\$91,287
Access Sacramento Funding Total	\$786,685	\$760,869
KVIE – PEG Equipment	\$540,001	\$539,083
KVIE Funding Total	\$540,001	\$539,083
SECC – Facilities/Equipment Base	\$50,520	\$51,530
SECC – One Time Equipment	\$15,300	\$28,002
SECC – SEVA Labs	\$90,000	\$120,000
SECC – BESTNet Phase III (Years 5 Rollover)	\$764,903	\$51,700
SECC – BESTNet Phase III (Year 6)	\$600,000	\$600,000
SECC – BESTNet Phase III (Year 7)	--	\$600,000
SECC Funding Total	\$1,520,723	\$1,451,232
PEG FEE FUNDING TOTAL FOR CHANNEL LICENSEES	\$2,847,409	\$2,751,183

Proposed PEG Fee Funding for Metro Cable

The proposed PEG Fee funding as follows, is to fund facilities and equipment needs for Metro Cable 14.

PEG FEE FUND (094B)	
Proposed PEG Fee Funding – Metro Cable	
METRO CABLE	Fiscal Year 2017-18 Proposed Funding
Edit System	\$795
Master Control	\$27,976
Metro Cable Control Room	\$15,735
Printer	\$1,300
Server	\$16,794
PEG FEE FUNDING TOTAL FOR METRO CABLE	\$62,600

Agenda Item 2

Fiscal Year 2017-18 General Fund and PEG Fee Fund Proposed Budgets

Page 8 of 8

Staff recommends the Board approve the Fiscal Year 2017-18 General Fund (094A) and PEG Fee Fund (094B) Proposed Budgets, to include the adoption of Resolution Nos. 2017-002 through 2017-007, along with the approval of all exhibits and agreements attached in this staff report.

Respectfully submitted,



ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission

Attachments:

- Resolution No. 2017-002, Adopting the Fiscal Year 2017-18 Proposed General Fund (094A) Budget (Attachment 1)
- Resolution No. 2017-003, Adopting the Fiscal Year 2017-18 Proposed PEG Fee Fund (094B) Budget (Attachment 2)
- Fiscal Years 2016-17 Budgeted/Actuals and 2017-18 Proposed General Fund Budget (Exhibit 1)
- Fiscal Years 2016-17 Budgeted/Actuals and 2017-18 Proposed PEG Fee Fund Budget (Exhibit 2)
- Fiscal Year 2017-18 PEG Fee Funding Proposal – Member Agencies / Metro Cable / Channel Licensees (Exhibit 3)
- Resolution No. 2017-004, Approving an Amendment to the Commission Legal Counsel Services Retainer Agreement (Attachment 3)
- Fiscal Year 2017-18 Amendment to Legal Counsel Retainer Agreement (Attachment 4)
- Resolution No. 2017-005, Approving an Amendment to the VITAC (formerly Caption Colorado) Agreement (Attachment 5)
- Fiscal Year 2017-18 Amendment to Closed Captioning Agreement (Attachment 6)
- Caption Colorado Agreement for Closed Captioning Services - 12-19-2006 (Attachment 7)
- Resolution No. 2017-006, Approving and Authorizing Execution of the PEG Fee Funding Agreement for Member Agencies of SMCTC (Attachment 8)
- Fiscal Year 2017-18 PEG Fee Pro Forma Funding Agreement for Member Agency (Attachment 9)
- Resolution No. 2017-007, Approving and Authorizing Execution of the Annual Funding and Performance Agreement for Channel Licensees of SMCTC (Attachment 10)
- Fiscal Year 2017-18 Annual Funding & Performance Pro Forma Agreement for Channel Licensee (Attachment 11)
- Fiscal Year 2017-18 Annual Funding & Performance Pro Forma Agreement for SECC (Attachment 12)
- Fiscal Year 2017-18 Annual Performance Agreement for Sacramento Faith TV (Attachment 13)
- Fiscal Year 2017-18 Proposed Staffing (Attachment 14)
- Fiscal Year 2017-18 PEG Fee Funding Requests – Members Agencies (Attachments 15-21)
- Fiscal Year 2017-18 PEG Fee Funding Requests – Channel Licensees (Attachments 22-25)

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-002

**A RESOLUTION ADOPTING THE FISCAL YEAR 2017-18
PROPOSED GENERAL FUND (094A) BUDGET**

WHEREAS, a hearing has been terminated during which time all additions and deletions to the proposed budget for Fiscal Year 2017-18 were made.

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the proposed budget for Fiscal Year 2017-18 for the General Fund (094A) is hereby adopted in accordance with the following:

Salaries and Employee Benefits (Object 10)	\$959,116
Services and Supplies (Object 20)	\$946,500
Channel Licensees – Operations (Object 30)	\$1,230,665
Revenue Distribution – Fiscal Year 2016-17 (Object 30)	\$12,376,870
Revenue Distribution – Fiscal Year 2017-18 (Object 30)	\$11,184,086
Depreciation Expense - Audit (Object 30)	\$20,000
County Wide Cost Allocation – A87 (Object 30)	\$3,000
Fund Balance Reserve	\$150,000
Equipment – Fixed Assets (Object 00)	\$25,000
Contingency Appropriation – Operations (Object 70)	\$25,000
FISCAL YEAR 2017-18 BUDGET TOTAL	\$26,920,237

FURTHER BE IT RESOLVED AND ORDERED that the means of financing the expenditures program will be by monies derived from Franchise Fee Revenue and Fund Balance available.

FURTHER BE IT RESOLVED AND ORDERED that the Budget be and is hereby adopted in accordance with the listed attachments in the Fiscal Year 2017-18 Budget Staff Report, which show in detail the approved appropriations, revenues and methods of financing, authorized positions, attached hereto and by reference made a part hereof.

FURTHER BE IT RESOLVED AND ORDERED that COLAs, equity/salary adjustments, and universal salary increases for contract and non-contract employees, if any, are authorized at the same level as approved by the Board of Supervisors for represented management, clerical, and technical employees of the County of Sacramento.

FURTHER BE IT RESOLVED AND ORDERED that the Channel Licensee Annual Funding and Performance Pro Forma Agreement with Channel Licensees – Access Sacramento, Capital Public Radio, KVIE, and Sacramento Educational Cable Consortium, and the Annual Performance Agreement with SacFaith TV are approved and that the Chairperson of the Board of Directors be and is hereby authorized to execute the agreements.

FURTHER BE IT RESOLVED AND ORDERED that the Fiscal Year 2017-18 Budget amends and authorizes the FY 2016-17 revenue distribution of \$12,376,870 to the Commission's member jurisdictions to be issued in July 2017.

FURTHER BE IT RESOLVED AND ORDERED that the Executive Director is authorized and directed to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Governing Board of the Sacramento Metropolitan Cable Television Commission, State of California, this 19th day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chair of the Board

ATTEST:

Clerk of the Board

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-003

A RESOLUTION ADOPTING THE FISCAL YEAR 2017-18
PROPOSED PEG FEE FUND (094B) BUDGET

WHEREAS, a hearing has been terminated during which time all additions and deletions to the proposed budget for Fiscal Year 2017-18 were made.

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the proposed budget for Fiscal Year 2017-18 for the PEG Fee Fund (094B) is hereby adopted in accordance with the following:

Member Agency Facilities/Equipment (Object 20)	\$907,932
BESTNet Phase III – Year 5 Rollover (Object 30)	\$51,700
BESTNet Phase III – Years 6 & 7 (Object 30)	\$1,200,000
Channel Licensees - One Time Facilities/Equipment (Object 30)	\$1,346,310
Channel Licensees – Facilities/Equipment Base (Object 30)	\$153,173
Equipment – Fixed Assets - Metro Cable Projects (Object 40)	\$62,600
Contingency Appropriation (Object 70)	\$188,577
Fund Balance Reserve (Object 70)	\$254,081
FISCAL YEAR 2017-18 BUDGET TOTAL	\$4,164,373

FURTHER BE IT RESOLVED AND ORDERED that the means of financing the PEG Fee Fund expenditures will be by monies derived from Revenue and Fund Balance available.

FURTHER BE IT RESOLVED AND ORDERED that the Fiscal Year 2017-18 PEG Fee Fund Budget is hereby adopted in accordance with the attachments in the Fiscal Year 2017-18 Budget staff report, which shows in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

NOW, THEREFORE, BE IT FURTHER RESOLVED AND ORDERED that the Executive Director is authorized and directed to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Board of Directors of the Sacramento Metropolitan Cable Television Commission this 19th day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Clerk to the Board

Chair of the Board

EXHIBIT 1

GENERAL FUND (094A) BUDGET

Fiscal Year 2016-17 Budgeted and Actuals / Fiscal Year 2017-18 Proposed General Fund (094A) Budget

	G/L #	FY 2016-17 Budget	FY 2016-17 Actuals (Period 12)	FY 2016-17 Estimated Final Budget	FY 2017-18 PROPOSED BUDGET
REVENUE					
Interest Income	94941000	\$2,500	\$31,758	\$31,758	\$30,000
Franchise Fees	97978100	\$14,332,799	\$14,263,063	\$14,263,063	\$14,000,000
Franchise Fees (AT&T CY's 2012 & 2013 Audit Finding - Unpaid Fees)	97978100	\$0	\$249,000	\$249,000	\$0
Franchise Fees (AT&T CY's 2014 & 2015 Audit Finding - Unpaid Fees)	97978100	\$0	\$164,911	\$164,911	\$0
Franchise Fees (Consolidator's CY's 2013 & 2014 Audit Finding - Unpaid Fees)	97978100	\$0	\$6,088	\$6,088	\$0
Franchise Fees (GRAND TOTAL)	97978100	\$14,332,799	\$14,683,062	\$14,683,062	\$14,000,000
Miscellaneous Other Revenue	97979000	\$10,000	\$9,097	\$9,097	\$10,000
REVENUE ACCOUNTS TOTAL		\$14,345,299	\$14,723,918	\$14,723,918	\$14,040,000
Fund Balance / Carry Forward		\$992,123	\$992,123	\$992,123	\$12,880,237
GRAND REVENUE TOTAL		\$15,337,422	\$15,716,041	\$15,716,041	\$26,920,237
EXPENDITURES					
Salaries & Wages / Benefits					
Salaries & Wages - Employees	10110000	\$501,741	\$398,307	\$398,307	\$502,000
Salaries & Wages - Extra Help	10121000	\$30,000	\$35,466	\$35,466	\$30,000
Salaries & Wages - Commission Members	10124000	\$7,200	\$3,120	\$3,720	\$6,600
Retirement	10121000	\$94,623	\$63,523	\$63,747	\$94,500
Retirement Health Savings Plan (OPEB Trust)	10121300	\$86,318	\$86,318	\$86,318	\$80,216
OASDHI (Social Security Act)	10122000	\$44,687	\$33,706	\$33,706	\$44,500
Group Insurance	10123000	\$173,225	\$134,042	\$134,042	\$173,000
Dental Insurance	10123002	\$9,000	\$7,401	\$7,401	\$9,000
Workers Comp Insurance	10124000	\$9,000	\$14,016	\$14,016	\$15,000
SDI Insurance	10125000	\$4,293	\$3,642	\$3,642	\$4,300
BENEFITS SUBTOTAL		\$421,146	\$342,647	\$342,647	\$420,516
SALARIES & WAGES / BENEFITS TOTAL	no TOTAL	\$960,087	\$779,540	\$780,140	\$959,116
Books/Periodical Service	20202100	\$1,000	\$610	\$610	\$700
Film Supplies	20202500	\$20,000	\$12,834	\$12,834	\$20,000
Business Travel	20203100	\$30,000	\$5,548	\$5,548	\$20,000
Education & Training Supplies	20203500	\$6,500	\$1,720	\$1,720	\$5,500
Employee Recognition	20203800	\$1,000	\$338	\$338	\$1,000
Employee Transportation	20203900	\$5,000	\$722	\$722	\$3,000
Insurance - General Liability	20205100	\$13,000	\$19,572	\$19,572	\$20,000
Insurance - Property	20205200	\$1,000	\$800	\$800	\$1,000
Insurance - Bond / Pollution	20205300	\$100	\$78	\$78	\$100
Membership Dues	20206100	\$8,400	\$3,779	\$3,779	\$5,000
Office Supplies	20207600	\$15,000	\$9,194	\$9,194	\$15,000
Postal Services	20208100	\$2,000	\$865	\$865	\$1,250
Printing Services	20208500	\$2,000	\$1,602	\$1,602	\$2,000
Miscellaneous (Comcast's Security Deposit Judgment plus Interest Owed)	20227504	\$0	\$0	\$0	\$166,492
Accounting Services	20250500	\$50,000	\$7,908	\$7,908	\$30,000
Legal Services	20253100	\$200,000	\$92,708	\$96,905	\$200,000
Security Service	20257100	\$500	\$118	\$118	\$500
Other Professional Services	20259100	\$200,000	\$62,963	\$116,627	\$200,000
Data Processing	20281200	\$1,000	\$307	\$307	\$1,000
Interpreter Svcs (Closed Captioning)	20283200	\$125,000	\$79,860	\$89,640	\$110,000
FY Expenditure (State BOE Sales Tax Audit-Recovery of Proj Error)	20288000	\$100	\$213,212	\$213,212	\$0
DTech - County Wide IT Service	20291000	\$6,000	\$5,690	\$5,690	\$6,000
DTech - System Development Services	20291100	\$35,000	\$16,878	\$16,878	\$25,000
DTech - System Development Supplies	20291200	\$14,000	\$8,933	\$8,933	\$10,000
COMPASS Costs	20291500	\$5,510	\$1,839	\$1,839	\$2,758
DTech - Wide Area Network (WAN) Costs	20291600	\$17,500	\$23,163	\$25,269	\$30,000
GS - Messenger Services	20292300	\$2,000	\$1,513	\$1,651	\$2,000
GS - Purchasing Svcs Allocation	20292500	\$50	\$20	\$20	\$50
GS - Equipment Rental - Light	20292800	\$10,000	\$9,386	\$10,239	\$11,000
GS - Fuel Usage- Light	20293800	\$500	\$49	\$54	\$150
County Facility Use (Rent/Lease)	20294200	\$35,000	\$28,080	\$30,633	\$40,000
GS -Parking Charges	20296200	\$17,500	\$8,260	\$9,011	\$10,000
Telephone Services - Cell Phones	20298701	\$1,500	\$1,134	\$1,238	\$1,500
Telephone Services - Land Line	20298703	\$6,000	\$3,138	\$3,423	\$5,000
Telephone Installations	20298900	\$500	\$0	\$0	\$500
SERVICES AND SUPPLIES TOTAL	no TOTAL	\$832,661	\$622,823	\$697,256	\$946,501

EXHIBIT 1

GENERAL FUND (094A) BUDGET

Fiscal Year 2016-17 Budgeted and Actuals / Fiscal Year 2017-18 Proposed General Fund (094A) Budget

	G/L #	FY 2016-17 Budget	FY 2016-17 Actuals (Period 12)	FY 2016-17 Estimated Final Budget	FY 2017-18 PROPOSED BUDGET
Contract Service (Channel Licensees)					
Access Sac - Operations Base	30310500	\$468,027	\$468,027	\$468,027	\$477,388
Access Sac - HT-TV Operations Base	30310500	\$60,883	\$60,883	\$60,883	\$62,101
Access Sac - GOTW Operations Base	30310500	\$52,969	\$52,969	\$52,969	\$54,028
Access Sac - Grand Total		\$581,879	\$581,879	\$581,879	\$593,517
Capital Public Radio Operations Base	30310500	\$21,050	\$21,050	\$21,050	\$21,471
Capital Public Radio - Equipment (One-Time)	30310500	\$7,191	\$7,191	\$7,191	\$8,321
KVIE Operations Base	30310500	\$230,233	\$230,233	\$230,233	\$234,838
SECC Operations Base	30310500	\$299,434	\$299,434	\$299,434	\$305,423
BESTNet Operations Base	30310500	\$65,780	\$65,780	\$65,780	\$67,096
CONTRACT SERVICES (CHANNEL LICENSEES) TOTAL		\$1,205,567	\$1,205,567	\$1,205,567	\$1,230,665
G/L Acct Changed to Contr to Other Agencies in FY 2016-17 (G/L 30370000)					
Citrus Heights (FY 2016-17 Revenue Distribution)	30370000	\$694,428	\$0	\$0	\$711,366
Citrus Heights (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$642,810
Elk Grove (FY 2016-17 Revenue Distribution)	30370000	\$1,351,700	\$0	\$0	\$1,398,476
Elk Grove (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$1,263,702
Folsom (FY 2016-17 Revenue Distribution)	30370000	\$621,638	\$0	\$0	\$641,973
Folsom (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$580,105
Galt (FY 2016-17 Revenue Distribution)	30370000	\$204,809	\$0	\$0	\$210,051
Galt (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$189,808
Rancho Cordova (FY 2016-17 Revenue Distribution)	30370000	\$581,054	\$0	\$0	\$603,933
Rancho Cordova (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$545,731
Sacramento (FY 2016-17 Revenue Distribution)	30370000	\$3,908,538	\$0	\$0	\$4,030,677
Sacramento (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$3,642,232
Sacramento County (FY 2016-17 Revenue Distribution)	30370000	\$4,664,440	\$0	\$0	\$4,780,394
Sacramento County (FY 2017-18 Revenue Distribution)	30370000	\$0	\$0	\$0	\$4,319,698
CONTR TO OTHER AGENCIES (REVENUE DISTRIBUTION) TOTAL		\$12,026,607	\$0	\$0	\$23,560,956
Depreciation Expense (From Audit)	30332002	\$20,000	\$0	\$0	\$20,000
Sac County Wide Cost Allocation (A87)	30388001	\$2,500	\$2,841	\$2,841	\$3,000
OTHER CHARGES TOTAL	30 TOTAL	\$13,254,674	\$1,208,408	\$1,208,408	\$24,814,621
Fund Balance Reserved	7100000	\$150,000	\$150,000	\$150,000	\$150,000
Equip-SD-Non-Recon (Fixed Assets)	43430300	\$70,000	\$0	\$0	\$25,000
Contingency Appropriation (Operations Contingency)	79790100	\$70,000	\$0	\$0	\$25,000
OTHER CHARGES TOTAL		\$290,000	\$150,000	\$150,000	\$200,000
GRAND EXPENDITURE TOTAL		\$15,337,422	\$2,610,771	\$2,835,803	\$26,920,237

EXHIBIT 2

PEG FEE FUND (094B) BUDGET

Fiscal Year 2016-17 Budgeted and Actuals / Fiscal Year 2017-18 Proposed PEG Fee Fund (094B) Budget

	G/L Acct	FY 2016-17 Budget	FY 2016-17 Actuals @ Per. 12	FY 2016-17 Year End Estimates	FY 2017-18 Proposed Budget
REVENUE					
Interest Income	94941000	\$1,000	\$5,305.00	\$5,305	2,500
PEG Fee Revenue	97978200	\$2,750,000	\$2,849,441.81	\$2,849,442	2,650,000
PEG Fee Revenue (Consolidated CYs 2013/14 Audit - Unpaid Fees)	97978200	\$0	\$1,325.00	\$1,325	-
PEG Fee Revenue (AT&T CYs 2012/13 Audit Finding - Unpaid Fees)	97978200	\$0	\$51,000.00	\$51,000	-
PEG Fee Revenue (AT&T CYs 2012/13 Audit & 2014/15 Audit - Unpaid Fees)	97978200	\$0	\$34,856.00	\$34,856	-
PEG Fee Revenue - TOTAL	97978200	\$2,750,000	\$2,936,622.81	\$2,936,623	2,650,000
Fund Balance / Carry Forward		\$1,193,902	\$1,193,902.00	\$1,193,902	1,511,873
REVENUE TOTAL		\$3,944,902	\$4,135,829.81	\$4,135,830	4,164,373
EXPENDITURES					
Inventoriable Equipment (Member Agencies)	20226500				
Citrus Heights		\$249,246	\$220,716.75	\$220,717	81,904
Elk Grove		\$20,454	\$18,262.64	\$18,263	15,448
Folsom		\$61,927	\$0.00	\$0	194,542
Galt		\$176,720	\$73,335.70	\$73,336	55,427
Rancho Cordova		\$147,658	\$0.00	\$92,362	204,935
Sacramento		\$124,958	\$113,581.75	\$113,582	75,547
Sacramento County (Council Chambers)		\$129,281	\$99,225.63	\$99,226	280,129
Invent Equip Subtotal (Member Agencies)		\$910,244	\$525,122.47	\$617,484	907,932
Prior Year Service & Supply Expenditures (FYs 13-14 & 14-15 Audit)	20288000	\$0	-\$213,212.00	-\$213,212	-
G/L Account 2000 Total		\$910,244	\$311,910.47	\$404,272	907,932
Support Services (Channel Licensees)	30310400				
Access Sac - One-Time Equipment		\$686,903	\$686,903.00	\$686,903	567,939
Access Sac - One-Time Request (HD Truck Upgrades)		\$0	\$0.00	\$0	91,287
KVIE - One-Time Equipment		\$540,001	\$540,001.00	\$540,001	539,083
SECC - One Time Equipment		\$15,300	\$15,300.00	\$15,300	28,002
SECC - One-Time Equipment (SEVA Labs)		\$90,000	\$90,000.00	\$90,000	120,000
BESTNet Phase III (Year 5)		\$764,903	\$713,202.45	\$713,202	51,700
BESTNet Phase III Completion (Years 6 & 7)		\$600,000	\$0.00	\$0	1,200,000
Support Svcs Subtotal (Channel Licensees)		\$2,697,107	\$2,045,406.45	\$2,045,406	2,598,010
Contract Services (Chan Licensees)	30310500				
Access Sac Fac/Equip Base		\$93,032	\$93,032.00	\$93,032	94,893
Access Sac - Coloma Center Rent		\$6,750	\$6,750.00	\$6,750	6,750
KVIE - Fac/Equip Base		\$0	\$0.00	\$0	-
SECC - Fac/Equip Base		\$50,520	\$50,520.00	\$50,520	51,530
Contract Svcs Inst Subtotal (Chan Licensees)		\$150,302	\$150,302.00	\$150,302	153,173
G/L Account 3000 Total		\$2,847,409	\$2,195,708.45	\$2,195,708	2,751,183
Equipment SD Non-Recon - Fixed Assets	43430300				
Edit System		\$0	\$0.00	\$0	795
Headend		\$5,529	\$2,822.96	\$2,823	-
Master Control		\$2,848	\$2,043.06	\$2,043	27,976
Metro Cable Control Room		\$20,196	\$4,709.64	\$4,710	15,735
Metro Cable Van		\$3,144	\$2,498.41	\$2,498	-
Printer		\$0	\$0.00	\$0	1,300
Server		\$15,495	\$11,902.09	\$11,902	16,794
Equip SD Non-Recon - Fixed Assets Sub-Total		\$47,212	\$23,976.16	\$23,976	62,600
G/L Account 4000 Total		\$47,212	\$23,976.16	\$23,976	62,600
Fund Balance Reserve	71000000	\$0	\$0.00	\$0	254,082
Contingency Appropriation	79790100	\$101,460	\$0.00	\$0	150,000
Contingency Appropriation (Comcast A/R CY 11-12 Audit Finding)	79790100	\$38,576	\$0.00	\$0	38,576
EXPENDITURE TOTAL		\$3,944,902	\$2,531,595.08	\$2,623,957	4,164,373

EXHIBIT 3

Fiscal Year 2017-18

PEG Fee Funding Proposal

(For Member Agencies / Metro Cable / Channel Licensees)

**WILL BE AVAILABLE
AT THE DAIS
ON THE DAY OF THE MEETING.**

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-004

A RESOLUTION APPROVING AN AMENDMENT TO THE
COMMISSION LEGAL COUNSEL SERVICES RETAINER AGREEMENT

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION that the Commission approves the Amendment to the attached Retainer Agreement with Best Best & Krieger, LLP for general counsel services.

FURTHER BE IT RESOLVED that the Chairperson of the Board of Directors be and is hereby authorized to execute the amended agreement in the form hereto attached, on behalf of the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency of the State of California.

FURTHER BE IT RESOLVED that the Commission's Executive Director is authorized to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Governing Board of the Sacramento Metropolitan Cable Television Commission, State of California, this 19nd day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chair of the Board

ATTEST:

Clerk of the Board



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

ATTACHMENT 4

FISCAL YEAR 2017-18 AMENDMENT TO LEGAL COUNSEL RETAINER AGREEMENT

THIS AMENDMENT is made and entered into this 19th day of July 2017, amending that certain Retainer Agreement Amendment dated August 30, 2010, by and between the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency, hereinafter called "Client" and BEST BEST & KRIEGER, LLP, a limited liability partnership, hereinafter called and referred to as "Firm".

NOW, THEREFORE, the parties agree to amend the aforementioned Agreement as follows:

1. Section 1. Representation.

"The Firm, by and through Harriet A. Steiner, Esq. undertakes legal representation, consultation, and advice of the Client as General Counsel and such other and further matters as the Client may from time-to-time request of the Firm commencing July 1, 2017 and ending June 30, 2018. Ms. Steiner may delegate assignments to other attorneys of the Firm as she deems necessary and advisable."

2. Section 2. Compensation.

Paragraph A. "The Firm will bill the Client monthly on or about the fifth day of the month for the time and expenses expended during the preceding month at the following hourly rates:

- \$310 - legal services rendered to the Client by Harriet A. Steiner;
- \$290 - legal services rendered to the Client by Laura Fowler;
- \$255 - legal services rendered to the Client by Joshua A. Nelson;
- \$170 – services rendered by legal assistants and paralegals;
- legal services rendered to the Client by any other attorney of the Firm at that attorney's standard public agency rate, which range from \$215 per hour to \$420 per hour.

Paragraph C. "The hourly charges identified in Paragraph A by Firm shall be deemed to include compensation for all costs and expenses incurred by Firm except those for out-of-County travel and filing fees and other litigation expense, if any."

All other terms and conditions of the aforesaid Agreement shall remain in effect and unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day, month, and year first stated above.

BEST BEST & KRIEGER, LLP

By:

**SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION**

By:

Harriet A. Steiner, Esq.

Chair of the Board

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-005

**A RESOLUTION APPROVING AN AMENDMENT
TO THE VITAC (FORMERLY CAPTION COLORADO) AGREEMENT**

WHEREAS, VITAC was incorporated in Pennsylvania in March 1986 and has continuously provided captioning services since; and

WHEREAS, in 2017, VITAC acquired the business of Caption Colorado and the new combined VITAC is now the largest captioning company in the country;

WHEREAS, the Sacramento Metropolitan Cable Television Commission entered into an Agreement for Closed Captioning Services with Caption Colorado on December 19, 2006 (Agreement).

WHEREAS, the parties wish to amend the Agreement to reflect the name change and to extend the agreement for an additional year.

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION that the Commission approves the Amendment to the closed captioning services agreement attached hereto with **VITAC**.

FURTHER BE IT RESOLVED that the Chairman of the Board of Directors be and is hereby authorized to execute the amended agreement in the form hereto attached, on behalf of the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency of the State of California.

FURTHER BE IT RESOLVED that the Commission's Executive Director is authorized to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director_____, seconded by Director_____, the foregoing Resolution was passed and adopted by the Governing Board of the Sacramento Metropolitan Cable Television Commission, State of California, this 19th day of July 2017, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Chair of the Board

ATTEST:

Clerk of the Board



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

ATTACHMENT 6

FISCAL YEAR 2017-18 AMENDMENT TO CLOSED CAPTIONING SERVICES AGREEMENT

THIS AMENDMENT is made and entered into this 19th day of July 2017, amending that certain Agreement for Closed Captioning Services ("Agreement"), dated December 19, 2006, by and between the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency, and CAPTION COLORADO, L.L.C., a Colorado limited liability company.

NOW, THEREFORE, the parties agree to amend the aforementioned Agreement as follows:

1. **SUCCESSOR IN INTEREST.** VITAC, a Pennsylvania corporation, has assumed all debts and obligations of Caption Colorado, L.L.C., including the Agreement. VITAC agrees to fully perform the Agreement, as modified by the amendment, and shall undertake all obligations of VITAC under the Agreement. Any reference to Caption Colorado, L.L.C. in the Agreement shall mean VITAC.
2. Section 3 of the Agreement is amended to read in full as follows:

EFFECTIVE DATE/TERM

"This Agreement shall be effective July 1, 2017 and shall terminate on June 30, 2018, unless extended by written mutual agreement of the parties executed prior to the expiration of this Agreement, or unless it is sooner terminated or canceled as provided in the Contract Documents. Contractor will commence to provide services within five (5) days from the execution of this Agreement."

3. All other terms and conditions of the aforesaid Agreement shall remain in effect and unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day, month, and year first stated above.

VITAC

By:

Vice President

**SACRAMENTO METROPOLITAN CABLE
TELEVISION COMMISSION**

By:

Chair of the Board

AGREEMENT FOR CLOSED CAPTIONING SERVICES

This Agreement ("Agreement"), for reference dated December 19, 2006, is by and between the Sacramento Metropolitan Cable Television Commission, a joint powers agency ("SMCTC"), and Caption Colorado, LLC, a Colorado limited liability company ("Contractor") who agree as follows:

1. CONTRACT DOCUMENTS

Contract documents shall consist of this Agreement; SMCTC's Request For Proposal, dated May 3, 2006, ("RFP") incorporated herein as Exhibit A; and, Contractor's Proposal, dated May 17, 2006, ("Proposal") incorporated herein as Exhibit B. In the event of conflict between the Exhibits and this Agreement, the Agreement governs.

2. SCOPE OF SERVICES

Contractor shall provide those services and equipment as detailed in the Contract Documents.

3. EFFECTIVE DATE/TERM

This Agreement shall be effective from the date of execution and shall continue for two (2) years, unless extended by the written mutual agreement of the parties executed prior to the expiration of this Agreement, or unless it is sooner terminated or canceled as provided in the Contract Documents. Contractor will commence to provide services within five (5) days from the execution of this Agreement.

4. PRICING AND PAYMENT

The cost of services shall be in accordance with Section 4.10 – Pricing of the Proposal. Contractor shall submit monthly invoices to SMCTC on or before the 10th day of each month. SMCTC shall pay invoices within thirty (30) days of receipt.

5. TIME FOR PERFORMANCE

SMCTC and Contractor agree that time is of the essence in this Agreement. Contractor shall devote such time and resources to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory accomplishment of the Contractor's obligations under this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party.

6. LICENSES, PERMITS, TAXES, ETC.

Contractor represents and warrants to SMCTC that it has or will obtain, at Contractor's sole cost and expense, all licenses, permits, City/County Business Operations Tax Certificate(s), qualifications and approvals that are legally required for Contractor to provide the services required by this Agreement. Contractor represents and warrants to SMCTC that Contractor shall keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals that are legally

required for Contractor to provide the services required by this Agreement. Contractor shall comply with all federal, state, and local laws relating to Contractor's performance of this Agreement.

7. RELEASE OF INFORMATION/PROMOTIONAL MATERIALS

Contractor shall not release any information derived from work performed or data obtained in connection with this Agreement, including reports or promotional materials prepared in connection with this Agreement without the prior written consent of the SMCTC Executive Director or his/her designated agent.

8. INDEMNIFICATION AND INSURANCE

A. Contractor shall indemnify and hold harmless, SMCTC, its officers, agents, and employees, and each and every one of them, from and against all actions, damages, costs, liability, claims, losses, judgments, penalties, and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by SMCTC's attorneys, and any fees and expenses incurred in enforcing this provision (hereafter collectively referred to as "liabilities"), to which any or all of them may be subjected, as a direct or indirect result of any negligent act or omission or willful misconduct of Contractor, its officers, employees, subcontractors or agents in connection with the performance or nonperformance of this Agreement, whether or not SMCTC, its officers, agents, or employees reviewed, accepted or approved any action service or work product performed or provided by Contractor, and whether or not such liabilities are litigated, settled or reduced to judgment. Contractor shall, upon SMCTC's request, defend at Contractor's sole cost any action, claim, suit, cause of action or portion thereof which asserts or alleges liabilities resulting directly or indirectly from any negligent act or omission or willful misconduct of Contractor, its officers, employees, subcontractors or agents in connection with the performance or nonperformance of this Agreement, whether any action, claim, suit, cause of action or portion thereof is well founded or not. In the event that a final decision or judgment allocates liability and determines that any portion of damages awarded is attributable to SMCTC's negligence or willful misconduct, the SMCTC shall pay the portion of damages that is allocated to the SMCTC's negligence or willful misconduct, provided that SMCTC shall not be liable for any passive negligence of SMCTC, its officers or employees in reviewing, accepting or approving any service or work project performed or provided by Contractor. The existence or acceptance by SMCTC of any of the insurance policies or coverages described in this Agreement shall not affect any rights SMCTC may have under this section. The provisions of this section shall survive any termination or expiration of this Agreement.

SMCTC acknowledges its understanding and agrees that current industry standards accept that real time captioning services are subject to the likelihood of human and technical or machine errors, omissions, delays, and losses, including inadvertent loss of content (collectively, "Errors") and that such Errors within the scope of industry standards shall not constitute a negligent act or omission or willful misconduct for purposes of this Section 8 A.

B. **Worker's Compensation Insurance:** Contractor shall maintain workers' compensation insurance and shall require all its contractors and agents to provide such workers' compensation insurance for all of their employees. Contractor shall furnish to SMCTC a certificate of waiver of subrogation under the terms of the workers' compensation insurance and Contractor shall similarly require all its contractors and agents to waive subrogation.

- C. Insurance: In addition to the workers' compensation insurance and Contractor's covenant to indemnify and defend SMCTC, Contractor shall obtain and furnish to SMCTC, policies of insurance and shall comply with all requirements regarding insurance as specified in Appendix A, Insurance Requirements, of the RFP. No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of Contractor to furnish insurance during the term of this Agreement.
- D. Insurance Certificates and Endorsements: Prior to execution of this Agreement, Contractor shall furnish to SMCTC certificates of insurance and additional insured endorsements to each of Contractor's insurance policies, subject to approval of the SMCTC Attorney, evidencing the foregoing insurance coverages as required by this Agreement; said certificates shall:
 - 1. provide the name and policy number of each carrier and policy
 - 2. state that the policy is currently in force
 - 3. promise to provide that such policies will not be canceled, suspended, voided, reduced in coverage or in limits, or modified without thirty (30) days prior written notice to SMCTC.
- E. Contractor shall maintain the foregoing insurance coverages in force throughout the term of this Agreement. The requirement for carrying the foregoing insurance coverages shall not derogate from the provisions for indemnification of SMCTC by Contractor under this Agreement. SMCTC or its representatives shall at all times have the right to demand the original or a copy of all said policies of insurance which Contractor shall provide within fifteen (15) days of SMCTC's request. Contractor shall pay, in a prompt and timely manner, the premiums on all insurance hereinabove required. SMCTC shall not be responsible for premiums or assessments on the policies.
- F. Subcontractors
 - a. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor.
 - b. All coverage for subcontractors shall be subject to all of the requirements stated herein.

9. TERMINATION, CANCELLATION, EXPIRATION

- A. Termination for Cause. SMCTC may cancel this Agreement for breach if:
 - 1. Contractor fails to perform any of its obligations in accordance with the Agreement Documents; or if
 - 2. Contractor files a petition in bankruptcy or for reorganization; or if
 - 3. Contractor becomes insolvent.

If SMCTC elects to cancel this Agreement for breach, SMCTC shall provide Contractor written Notice of Cancellation. Contractor shall have thirty (30) calendar days from receipt of such Notice to cure the breach, or such longer time as may be set forth in the Notice of Cancellation. If the breach is not cured to SMCTC's written satisfaction, then cancellation of the Agreement shall become effective on the date specified by SMCTC's Notice of Cancellation. Notice of written satisfaction shall not be unreasonably withheld. SMCTC shall be entitled to recover from Contractor all loss, cost or damage reasonably incurred by SMCTC to provide the same

level of services as set forth in the Contract Documents had this Agreement not been canceled for breach and/or to obtain any relief available at law or equity.

B. Termination Without Cause. SMCTC may terminate this Agreement for any reason, without cause, at any time by giving Contractor thirty (30) days written notice. Contractor shall cease rendering services on the effective termination date. SMCTC shall pay Contractor for work authorized by SMCTC and actually performed up to the effective termination date.

10. THIRD PARTY OBLIGATIONS

Contractor shall be solely liable to third parties with whom it enters into contracts to effectuate the purpose of this Agreement. Contractor shall pay directly such parties for all amounts due under said arrangement. Contractor shall indemnify, defend, and hold SMCTC harmless from any and all claims, losses, and liabilities arising from any third party contracts. Contractor shall prevent any loss to SMCTC from the failure of proper performance of any third party.

11. ASSIGNMENT OF WORK

Contractor's obligations under this Agreement may be assigned or transferred by Contractor only upon prior written consent of SMCTC. Contractor shall be permitted to subcontract the performance of all or a part of its obligations pursuant to this Agreement to subcontractors as listed in the proposal or as approved in writing by SMCTC.

12. INDEPENDENT CONTRACTOR

It is understood and agreed that Contractor (including Contractor's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto.

Contractor's assigned personnel shall not be entitled to any benefits payable to employees of SMCTC. SMCTC is not required to make any deductions or withholdings from the compensation payable to Contractor under the provisions of the Agreement, and is not required to issue W-2 Forms for income and employment tax purposes for any of Contractor's assigned personnel.

Contractor, in the performance of its obligation hereunder, is only subject to the control or direction of SMCTC as to the designation of tasks to be performed and the results to be accomplished. Any third persons employed by Contractor shall be entirely and exclusively under the direction, supervision, and control of Contractor.

Contractor hereby indemnifies and holds SMCTC harmless from any and all claims that may be made against SMCTC based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

13. MAINTENANCE OF RECORDS/AUDIT RIGHTS

Contractor shall keep such true and accurate accounts, records, books, and data pertinent to the performance of this Agreement. Contractor shall maintain all records related to this Agreement and make such records available to SMCTC upon its request for inspection or audit throughout the Term of this Agreement and for a period of five (5) years after expiration or termination of this Agreement. This section shall survive expiration or termination of this Agreement.

14. MODIFICATION

No waiver, alteration, modification, extension, or termination of this Agreement shall be valid unless made in writing and signed by the parties hereto.

15. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

16. CAPTIONS

The headings or captions of this Agreement are not part of this Agreement and shall have no effect upon the construction or interpretation of any part thereof.

17. SEVERABILITY

If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

18. SURVIVORSHIP

Any responsibility of Contractor for warranties, insurance or indemnity with respect to this Agreement shall not be invalidated due to the expiration, termination or cancellation of this Agreement.

19. RELATIONSHIP BETWEEN THE PARTIES

Nothing in these Contract Documents is intended to create, and nothing herein shall be considered as creating, any partnership, joint venture or agency relationship between SMCTC and Contractor.

20. NONDISCRIMINATION

Contractor, with regard to the work performed by it or its subcontractors during the Agreement, shall not discriminate on the grounds of race, religion, color, sex, age, national origin, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment.

21. COMMUNICATIONS

Any communication required during the administration of this Agreement, including notice of termination or cancellation, shall be addressed to the respective party as follows:

SMCTC: Executive Director
Sacramento Metropolitan Cable TV Commission
901 H Street, #206
Sacramento, CA 95814
Phone: (916) 874-6662 / Fax: (916) 447-1450

Contractor: Caption Colorado, LLC
5690 DTC Boulevard, Suite 500W
Greenwood Village, CO 80111
Attn: Vice President, Realtime Operations
Phone: (800)775-7838 / Fax: (720) 489-5664

22. AMBIGUITIES

The parties have each carefully reviewed this Agreement and have agreed to each term of this Agreement. Both parties have engaged counsel and negotiated the terms of the Agreement. No ambiguity shall be presumed to be construed against either party.

23. INTEGRATION

The Contract Documents embody the entire agreement of the parties in relation to the scope of services herein described, and no other understanding whether verbal, written or otherwise exists between the parties.

24. CONFLICT OF INTEREST

Contractor shall not employ any SMCTC official or employee in the work performed pursuant to this Agreement. No officer or employee of SMCTC shall have any financial interest in this Agreement in violation of the applicable provisions of the California Government Code. Contractor warrants and covenants that no official or employee of SMCTC, nor any business entity in which an official or employee of SMCTC is interested, (1) has been employed or retained to solicit or aid in the procuring of this Agreement; or (2) will be employed in the performance of this Agreement without the immediate divulgence of such fact to the SMCTC Attorney and SMCTC Manager. For breaches or violation of this Section, SMCTC shall have the right both to terminate this Agreement without liability and, in its discretion, recover the full amount of any such compensation paid to such official, employee or business entity.

Contractor further covenants that it has not offered or given gratuities in the form of entertainment, gifts, or otherwise to any member, officer, or employee of SMCTC with a view toward securing favorable treatment in the award, modification, or performance evaluation of this Agreement. For breach or violation of this covenant, SMCTC shall have the right to cancel this Agreement without any liability to SMCTC.

25. TAXES

Any federal, state, or local taxes levied upon this Agreement, the transaction, the property installed and/or operated pursuant to this Agreement shall be borne by Contractor. These taxes shall include, but not be limited to, sales. Contractor shall pay any possessory interest taxes levied by the County of Sacramento in connection with Contractor's activities pursuant to this Contract.

26. ATTORNEY'S FEES

In the event suit is brought by either party to enforce the terms and provisions of this Agreement or to secure the performance hereof, the prevailing party shall be entitled to recover attorney's fees and costs of litigation.

27. CONTROLLING LAW

This Agreement shall be deemed to be made in, and the rights and liabilities of the parties, and the interpretation and construction of the Agreement determined in accordance with the laws of the State of California. Any controversy arising out of or under this Agreement, if litigated, shall be adjudicated in a court of competent jurisdiction in Sacramento County, California.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement and caused this Agreement to be duly executed.

Date: 12/19/06


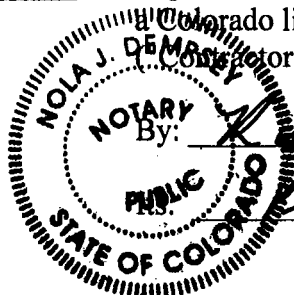
Sacramento Metropolitan Cable Television Commission,
a joint powers agency
("SMCTC")



Robert A. Davison, Executive Director

Date: 12/21/06

Caption Colorado, LLC.,
Colorado limited liability company
("Caption Colorado")



Notary Public / CEO

Tax ID No.: 84-1482374

Approved As To Form:

Harriet Steiner 12/19/06
Harriet Steiner, General Counsel Date

Attests:



Secretary to the Board of Directors

NOTICE: SIGNATURE(S) ON BEHALF OF CONTRACTOR MUST BE NOTARIZED.

A certificate of acknowledgment in accordance with the provisions of civil code section 1189 must be attached for each person executing this Agreement on behalf of Contractor. California Civil Section provides, at part (b): "Any certificate of acknowledgment taken in another place shall be sufficient in this state if it is taken in accordance with the laws of the place where the acknowledgment is made."

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-006

**A RESOLUTION APPROVING AND AUTHORIZING EXECUTION
OF THE PEG FEE FUNDING AGREEMENT FOR MEMBER AGENCIES OF THE
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION**

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency of the State of California, that the Commission hereby approves the Pro-Forma Funding Agreement for Member Agencies of the Sacramento Metropolitan Cable Television Commission as recommended by staff; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Board of Directors hereby approves the Fiscal Year 2017-18 PEG Fee funding plans as submitted for the purpose of providing funding for the Member Agencies for the period of July 1, 2017 to June 30,2018; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Executive Director is hereby authorized and directed to prepare and execute the Agreements with the Member Agencies of the Sacramento Metropolitan Cable Television Commission, with the allowance for changes within the budget authority; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Executive Director is authorized to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Governing Board of the Sacramento Metropolitan Cable Television Commission, State of California, this 19th day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chair of the Board

ATTEST:

Clerk of the Board

**SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
PEG FEE FUNDING AGREEMENT FOR MEMBER AGENCY**

FISCAL YEAR 2017-18

THIS AGREEMENT is entered into this ____ day of _____, 2017, by and between the **Sacramento Metropolitan Cable Television Commission** (“SMCTC”) and the _____, [***municipal corporation (city) or political subdivision of the State of California (County)***], a political subdivision of the State of California (“Member Agency”).

WHEREAS, SMCTC is a joint powers agency comprised of seven member jurisdictions, one of which is deemed Member Agency;

WHEREAS, commencing with the 2009-2010 fiscal year, SMCTC began collecting a 1% Public, Educational, and Governmental (“PEG”) access channel fees (“PEG Fee funding”) from cable television operators to support PEG facilities;

WHEREAS, SMCTC anticipates that PEG Fee funds will be available to provide to its Member Agencies to support projects, programming, and services relating to PEG access facilities;

WHEREAS, SMCTC has received a request(s) for PEG Fee funding from Member Agency and hereby approves that request(s). A copy of Member Agency’s approved request(s) is hereby incorporated by this reference;

WHEREAS, federal law currently restricts the use of PEG Fee funding to capital costs and facilities, and

WHEREAS, SMCTC and Member Agency desire to enter into this Agreement to memorialize the terms under which SMCTC will provide PEG Fee funding to Member Agency, and to expressly set forth the restrictions on Member Agency’s use of such funding.

NOW, THEREFORE, SMCTC and Member Agency agree as follows:

1. **Funding to Member Agency.** SMCTC hereby agrees to provide to Member Agency the total not to exceed sum of _____ DOLLARS (\$ _____), which consists of PEG Fee funding to be used solely for the purposes summarized in the table below and detailed in Exhibit “A” attached hereto and incorporated by this reference.

MEMBER AGENCY PROJECT	
PEG Equipment / Facilities List	\$ _____
TOTAL FY 2017-18 PEG FEE FUNDING REQUEST	\$ _____
The PEG Fee funding will be available during the FY 2017-18 as set forth below.	

PEG Fee funding Agreement for Member Agency

Fiscal Year 2017-18

Page 2

2. Payment Contingent on Receipt of PEG Fees. Member Agency understands that the funding amount set forth in Section 1 will be made to Member Agency solely out of PEG fees collected by SMCTC from cable television operators. Such PEG fees are received in quarterly payments and SMCTC shall be under no obligation to pay to Member Agency the amount stated in Section 1, or any other amount, unless SMCTC receives sufficient PEG fees to make such payment. If actual revenue received through PEG Fees is less than anticipated, SMCTC is not obligated to pay Member Agency. Payments to member agency will occur during the fiscal year and will be prioritized by the SMCTC based upon facility needs and available revenue; Member Agency will be reimbursed based on actual expenditures.

Member Agency further understands that SMCTC may enter, or has already entered, into similar funding agreements with other member agencies and with channel licensees that operate one or more of the SMCTC PEG channels. In the event SMCTC receives some, but not all of the PEG fees necessary to fund all such funding agreements, each member agency and channel licensee shall receive available PEG funds based on the criteria set forth above. If there are insufficient PEG fees to satisfy all funding requests during this fiscal year, members agencies not receiving all identified funding shall be entitled to a higher priority in the next fiscal year before any funding for new projects for the next year fiscal year is approved.

3. Use of PEG Fee funding. Member Agency understands that the funding provided to it pursuant to this Agreement originated from PEG access channel fees. As a condition of accepting the PEG Fee funding, Member Agency agrees to use those funds only for capital expenditures and facilities related to the provision of cablecasting on the PEG channels and for no other purpose. SMCTC has both the responsibility and the right under this Agreement to monitor and audit the use of the funding allocated under this Agreement. Member Agency shall agree to cooperate fully with any audit requested by SMCTC.

Since applicable law does not specifically define those expenses that qualify as capital costs, SMCTC has developed a working definition of the types of expenses that it believes qualify for the use of PEG Fee funding. SMCTC reserves the right to modify its working definition as the law on this topic develops. In accordance with SMCTC's working definition, PEG Fee funding may be used for the following expenditures: purchase of equipment, rental of facilities, purchase of software, and tangible goods provided that a CPA certifies that the tangible goods qualify as capital expenditures pursuant to standard accounting practices. PEG Fee funding may not be used for the following expenditures: operations, training, maintenance, employment of staff, and hiring of persons to perform services. Member Agency shall provide for such fiscal control and funding accounting procedures as reasonably necessary to assure proper disbursement, accounting, and expenditures of PEG Fee funding.

Member Agency further understands and agrees that the PEG Fee funding provided by SMCTC was awarded based on a request from Member Agency and that the use of the PEG funds are limited to the expenditures outlined in that request as approved by SMCTC. If Member Agency determines that it will not proceed with the expenditures as set forth in the request approved by SMCTC during the current fiscal year, then Member Agency shall notify SMCTC that the Member Agency will re-submit the PEG Fee funding in the next fiscal year. The Member Agency may also request to modify the approved use of the funding. The Executive Director may consider and approve requests up to a total of \$50,000 in the fiscal year if the requested change(s) is an allowable PEG Funding expenditure. Requests above a total of \$50,000 will require Commission consideration and action. The Executive Director may consider and approve any request as authorized by this section. The Executive Director may also elect to seek direction or action by the Commission on any such requests.

4. Indemnification. Member Agency shall, at its sole expense, fully indemnify, defend and hold harmless SMCTC and its member agencies, and in their capacity as such, the officers, agents and employees thereof, from and against any and all claims, suits, actions, liability and judgments for damages including reasonable attorneys' fees or otherwise.

For actual or alleged injury to persons or property, including loss of use of property due to an occurrence, whether or not such property is physically damaged or destroyed, directly or indirectly arising out of or attributable to, in whole or in part, the acts or omissions of Member Agency in connection with, related to, or in any way arising out of Member Agency's use of the PEG Fee funding provided to it under this Agreement.

Directly or indirectly arising out of or attributable to, in whole or in part, Member Agency's failure to comply with the provisions of any statute, regulation, or ordinance of the United States, the State of California, SMCTC or any local agency in connection with, related to, or in any way arising out of Member Agency's use or expenditure of the PEG Fee funding provided to it under this Agreement.

5. Attorneys' Fees. If any party to this Agreement commences any legal action against another party to this Agreement which arise out of this Agreement or the performance thereof, the prevailing party in such action may recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses and attorneys' fees.

6. Reimbursement Requirement; Record Retention. No later than sixty (60) days after incurring expenses to be reimbursed by funds provided to it under this Agreement, Member Agency shall submit to SMCTC a copy of all invoices and receipts reflecting the expenditures made with such funds, a request for reimbursement from funds identified in Section 1 above and such other

PEG Fee funding Agreement for Member Agency
Fiscal Year 2017-18
Page 4

information as SMCTC may require. All funding requests for reimbursement under this section for a fiscal year shall be submitted no later than June 15 of that fiscal year. Any expenses or projects that have not been completed within the fiscal year shall be subject to the provisions of section 3 above. SMCTC shall reimburse Member Agency within a reasonable time of receipt of such documentation subject to the provisions of this Agreement, including Sections 2 and 3. Member Agency shall retain all records related to the expenditure of PEG Fee funds for a period of no less than three (3) years from the last expenditure reimbursed under this Agreement.

7. Unauthorized Use of PEG Fee funding. If SMCTC determines that Member Agency has used the PEG Fee funds provided to it under this Agreement for purposes other than capital expenditures and facilities, Member Agency shall return to SMCTC the total sum of those unauthorized expenditures within sixty (60) days of receipt of written notice from SMCTC.

8. Ownership of Facilities and Equipment. Member Agency shall own and be solely responsible for any facilities, equipment, or other items that it acquires with PEG Fee funding provided to it pursuant to this Agreement. SMCTC shall have no obligations, and shall bear no costs, with respect to any facilities, equipment, or other items that Member Agency acquires with such PEG Fee funding.

9. No Right of Action. Member Agency understands and agrees that it has no right of judicial action against SMCTC for the failure of SMCTC to pay any or all of the funds to Member Agency under this Agreement. Such judicial actions include those at law and/or equity, including, but not limited to, any action to compel payment of the funds, any action for general or special damages, or otherwise.

10. Agreement Contains All Understanding. This document represents the entire and integrated agreement between the Parties, and supersedes all prior negotiations, representations or agreements, either written or oral regarding the subjects addressed herein. This document may be amended only by written instrument, signed by all Parties.

11. Effective Date of Agreement. This Agreement shall be effective on the date next to the signature of the Executive Director of the SMCTC, as authorized by the SMCTC Board on the 19th of July 2017.

12. Terms. The term of the PEG Fee funding Agreement ends June 30, 2018.

MEMBER AGENCY

**SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

PEG Fee funding Agreement for Member Agency

EXHIBIT A
MEMBER AGENCY
FY 2017-18 PEG FEE FUNDING REQUEST

DRAFT

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-007

**A RESOLUTION APPROVING AND AUTHORIZING EXECUTION
OF THE ANNUAL FUNDING AND PERFORMANCE AGREEMENT FOR CHANNEL LICENSEES OF THE
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION**

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency of the State of California, that the Commission hereby approves the Pro-Forma Annual Funding and Performance Agreement for Channel Licensees of the Sacramento Metropolitan Cable Television Commission as recommended by staff; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Board of Directors hereby approves the Fiscal Year 2017-18 Funding and Performance Agreement as submitted for the purpose of providing funding for the Channel Licensees for the period of July 1, 2017 to June 30,2018; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Executive Director is hereby authorized and directed to prepare and execute the Agreements with the Channel Licensees Agencies of the Sacramento Metropolitan Cable Television Commission, with the allowance for changes within the budget authority; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Executive Director is authorized to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Governing Board of the Sacramento Metropolitan Cable Television Commission, State of California, this 19th day of July 2017, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Chair of the Board

ATTEST:

Clerk of the Board

**SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
ANNUAL FUNDING AND PERFORMANCE AGREEMENT FOR CHANNEL LICENSEE
FISCAL YEAR 2017-18**

THIS AGREEMENT is between the Sacramento Metropolitan Cable Television Commission (“SMCTC”) and (INSERT CHANNEL LICENSEE NAME HERE) (“Licensee”). It is supplemental to that certain agreement between the same parties entitled LICENSE AND OPERATIONS AGREEMENT PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S) (the “Licensing Agreement”) which was effective as of November 6, 2003, and which was subsequently amended to extend the Agreement through and including June 30, 2018.

This Agreement (the “Funding Agreement”) is made with reference to the following facts, among others:

A. SMCTC and Licensee have entered into the Licensing Agreement. The Licensing Agreement provides Licensee the right to use one (or more) cable television channels which SMCTC controls for television programming which is beneficial to the public, subject to certain terms and conditions.

B. The purpose of this Funding Agreement is to provide certain funds to Licensee for the purpose of operating the cable television channel(s) licensed to it under the Licensing Agreement, except to the extent that those funds originate from public, educational, and governmental (PEG) access channel fees, since the use of those PEG funds is restricted as set forth in Section 4 of this Funding Agreement.

C. SMCTC has received a proposal from Licensee for funding. SMCTC hereby approves the proposal as modified based on review by Legal Counsel of eligible PEG equipment/facilities, and as approved by the Board. A copy of the Licensee proposal which is in the possession of SMCTC is hereby incorporated by this reference.

WHEREFORE, THE PARTIES AGREE:

1. Payment to Licensee.

(a) For and in consideration of Licensee operating the cable channel(s) for which it is licensed according to the approved proposal, SMCTC hereby agrees to pay Licensee in two semi-annual installments the total sum of _____ DOLLARS (\$ _____) as follows:

FISCAL YEAR 2017-18	
(INSERT LICENSEE NAME) – Operations	\$ _____
(INSERT LIC. NAME) – Capital Facilities (PEG Fees)	\$ _____
(LICENSEE PROJECT NAME) Base - Operations	\$ _____
(LICENSEE PROJECT NAME) Base - Operations	\$ _____
Capital and Facilities (PEG Fees)	\$ _____
TOTAL FISCAL YEAR 2017-18 FUNDING	\$ _____

The above payments will be made on or about August 31, 2017 and February 28, 2018.

2. Licensing Agreement. In addition to operating in accordance with the approved proposal, Licensee agrees to be bound by all terms and conditions of the Licensing Agreement, which are incorporated by this reference, as though they were fully set forth herein. A breach of the Licensing Agreement shall automatically be considered a breach of this Funding Agreement and *vice versa*.

3. Payment Contingent on Receipt of Fees. Licensee understands that the amount specified in Section 1 will be paid to Licensee out of the franchise and/or licensing fees and/or PEG fees collected by SMCTC from cable television operators. SMCTC shall be under no obligation to pay to Licensee the amount stated in Section 1, or any other amount, unless SMCTC receives sufficient fees to make such payment. Licensee further understands that other licensees may, or have, submitted proposals for operation of the channel(s) licensed to them and that SMCTC may, or has, approved such proposals, and that SMCTC may sign, or has signed, funding agreements with them.

In the event SMCTC receives some, but not all, of the fees necessary to fund all funding agreements, each licensee shall receive its *pro rata* share of the available funds based on the percentage each individual licensee's approved dollar amount under its funding agreement bears to the total dollar amount of all funding agreements.

4. Use of PEG Fee Funding. Licensee understands that a portion of the amount specified in Section 1 may be paid to Licensee from money that originated from public, educational, and governmental (PEG) access channel fees, which portion, if any, is reflected in the table in Section 1(a). As a condition of accepting PEG fee funds, Licensee agrees to use those funds only for capital expenditures and facilities and for no other purpose. Licensee shall provide for such fiscal control and funding accounting procedures as reasonably necessary to assure proper disbursement, accounting, and expenditure of PEG fee funds. Notwithstanding Licensee's acceptance of PEG fee funds, Licensee shall be subject to all of the provisions of the Licensing Agreement, including reporting requirements, except those provisions that conflict with this Section 4 with respect to the use of PEG fee funds. At SMCTC's discretion, PEG fee funds may be disbursed to Licensee upon SMCTC's receipt of invoices from Licensee for qualifying expenditures.

Since applicable law does not specifically define those expenses that qualify as capital costs, SMCTC has developed a working definition of the types of expenses that it believes qualify for the use of PEG Fee Funding. SMCTC reserves the right to modify its working definition as the law on this topic develops. In accordance with SMCTC's working definition, PEG Fee funding may be used for the following expenditures: purchase of equipment, rental of facilities, purchase of software, and tangible goods provided that a CPA certifies that the tangible goods qualify as capital expenditures pursuant to standard accounting practices. PEG Fee funding may not be used for the following expenditures: operations, training, maintenance, employment of staff, and hiring of persons to perform services.

Licensee further understands and agrees that certain of the PEG Fee funding provided by SMCTC was awarded based on a request from Licensee and that the use of the PEG funds are limited to the expenditures outlined in that request as approved by SMCTC. If Licensee determines that it will not proceed with the expenditures as set forth in the request approved by SMCTC during the current fiscal year, then Licensee shall notify SMCTC if the Licensee would like to re-submit the PEG Fee Funding in the next fiscal year.

The Executive Director shall consider and may approve any request for an extension to the next fiscal year pursuant to this section. Any request beyond the next fiscal year shall be submitted to the Commission for its consideration. Further, Licensee may determine that it has critical or pressing needs that it would prefer to direct the funding towards than the approved request. Should such occur, Licensee may submit such a request, in writing, to the Executive Director with the rationale for this request. The Executive Director may consider and approve the request provided that he/she determines that (1) it is the type of expenditure that would have been eligible for PEG Funding, (2) the need expressed is critical or pressing and (3) the amount does not exceed \$50,000 dollars. Any request above this amount must be approved by the Commission Board.

The Executive Director may also elect to seek direction or action by the Commission Board on any requests made pursuant to this section. Neither the Executive Director nor the Commission Board is required to approve any request for modification made pursuant to this section. If the request is not approved and the Licensee does not use the funds for the purpose and within the time frames, as approved by the Commission, such funding approval shall be cancelled and may be reallocated as the Commission deems appropriate.

If Licensee is able to complete an approved PEG Fee project for less than the approved PEG Fee funding, the Licensee may so notify SMCTC and request that the Licensee be authorized to retain the allocation of PEG Fees not required for a future project that would be otherwise eligible for PEG Fee funding. Such request shall be approved by the Executive Director provided that the Licensee has completed the approved project and agrees to use the remaining funding for an eligible project within the then current or the next fiscal year. Funds not used within the next fiscal year shall be remitted to the SMCTC or will be deducted from future approved allocations.

5. Re-payment of Remaining Funds on Demand; Freezing Expenditures. Licensee understands that pursuant to the Licensing Agreement, its license may be revoked or terminated under certain conditions. Licensee agrees that if its license is revoked or terminated it will, immediately upon demand of SMCTC, pay to SMCTC any and all amounts then held by it from the funds provided to it by SMCTC under this Funding Agreement. Licensee further agrees that SMCTC may, at any time, order Licensee to cease, and Licensee shall cease, spending any of the funds provided to Licensee by SMCTC under this Funding Agreement in order for SMCTC to make a determination whether to revoke or terminate Licensee's license.

6. Sale or Transfer of PEG Funded Property or Equipment. Licensee shall not sell or transfer property or equipment acquired with, or funded by, PEG Fees without the prior written consent of SMCTC. Should Licensee wish to sell, transfer, or otherwise dispose of PEG Funded property or equipment, Licensee shall make a written request to the Executive Director.

7. No Right of Action. Licensee understands and agrees that it has no right of judicial action against SMCTC for the failure of SMCTC to pay any or all of the funds to Licensee under this Funding Agreement. Such judicial actions include those at law and/or equity, including, but not limited to, any action to compel payment of the funds, any action for general or special damages, or otherwise.

8. Effective Date of Agreement. This Funding Agreement shall be first executed by the Licensee. It shall be effective on the date next to the signature of the Chair of SMCTC after the Chair has been authorized to execute it by SMCTC.

9. Term. The term of the Funding Agreement ends June 30, 2018.

(INSERT CHANNEL LICENSEE NAME)

SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

**ANNUAL FUNDING AND PERFORMANCE AGREEMENT FOR CHANNEL LICENSEE
SACRAMENTO EDUCATIONAL CABLE CONSORTIUM
FISCAL YEAR 2017-18**

THIS AGREEMENT is between the **Sacramento Metropolitan Cable Television Commission (“SMCTC”)** and **(INSERT CHANNEL LICENSEE NAME HERE) (“Licensee”)**. It is supplemental to that certain agreement between the same parties entitled **LICENSE AND OPERATIONS AGREEMENT PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S)** (the **“Licensing Agreement”**) which was effective as of November 6, 2003, and which was subsequently amended to extend the Agreement through and including June 30, 2018.

This Agreement (the **“Funding Agreement”**) is made with reference to the following facts, among others:

A. SMCTC and Licensee have entered into the Licensing Agreement. The Licensing Agreement provides Licensee the right to use one (or more) cable television channels which SMCTC controls for television programming which is beneficial to the public, subject to certain terms and conditions.

B. The purpose of this Funding Agreement is to provide certain funds to Licensee for the purpose of operating the cable television channel(s) licensed to it under the Licensing Agreement, except to the extent that those funds originate from public, educational, and governmental (PEG) access channel fees, since the use of those PEG funds is restricted as set forth in Section 4 of this Funding Agreement.

C. SMCTC has received a proposal from Licensee for funding. SMCTC hereby approves the proposal as modified based on review by Legal Counsel of eligible PEG equipment/facilities, and as approved by the Board. A copy of the Licensee proposal which is in the possession of SMCTC is hereby incorporated by this reference.

WHEREFORE, THE PARTIES AGREE:

1. Payment to Licensee.

(a) For and in consideration of Licensee operating the cable channel(s) for which it is licensed according to the approved proposal, SMCTC hereby agrees to pay Licensee in two semi-annual installments the total sum of _____ DOLLARS (\$ _____) as follows:

FISCAL YEAR 2017-18	
(INSERT LICENSEE NAME) – Operations	\$ _____
(INSERT LIC. NAME) – Capital Facilities (PEG Fees)	\$ _____
(LICENSEE PROJECT NAME) Base - Operations	\$ _____
(LICENSEE PROJECT NAME) Base - Operations	\$ _____
Capital and Facilities (PEG Fees)	\$ _____
TOTAL FISCAL YEAR 2017-18 FUNDING	\$ _____

The above payments will be made on or about August 31, 2017 and February 28, 2018.

2. Licensing Agreement. In addition to operating in accordance with the approved proposal, Licensee agrees to be bound by all terms and conditions of the Licensing Agreement, which are incorporated by this reference, as though they were fully set forth herein. A breach of the Licensing Agreement shall automatically be considered a breach of this Funding Agreement and vice versa.

3. Payment Contingent on Receipt of Fees. Licensee understands that the amount specified in Section 1 will be paid to Licensee out of the franchise and/or licensing fees and/or PEG fees collected by SMCTC from cable television operators. SMCTC shall be under no obligation to pay to Licensee the amount stated in Section 1, or any other amount, unless SMCTC receives sufficient fees to make such payment. Licensee further understands that other licensees may, or have, submitted proposals for operation of the channel(s) licensed to them and that SMCTC may, or has, approved such proposals, and that SMCTC may sign, or has signed, funding agreements with them.

In the event SMCTC receives some, but not all, of the fees necessary to fund all funding agreements, each licensee shall receive its *pro rata* share of the available funds based on the percentage each individual licensee's approved dollar amount under its funding agreement bears to the total dollar amount of all funding agreements.

4. Use of PEG Fee Funding. Licensee understands that a portion of the amount specified in Section 1 may be paid to Licensee from money that originated from public, educational, and governmental (PEG) access channel fees, which portion, if any, is reflected in the table in Section 1(a). As a condition of accepting PEG fee funds, Licensee agrees to use those funds only for capital expenditures and facilities and for no other purpose. Licensee shall provide for such fiscal control and funding accounting procedures as reasonably necessary to assure proper disbursement, accounting, and expenditure of PEG fee funds. Notwithstanding Licensee's acceptance of PEG fee funds, Licensee shall be subject to all of the provisions of the Licensing Agreement, including reporting requirements, except those provisions that conflict with this Section 4 with respect to the use of PEG fee funds. At SMCTC's discretion, PEG fee funds may be disbursed to Licensee upon SMCTC's receipt of invoices from Licensee for qualifying expenditures.

Note: Funding for BESTNet capital expenditures shall be authorized by the Executive Director in writing, prior to entering to any agreements for the expenditure of any SMCTC PEG Funds.

Since applicable law does not specifically define those expenses that qualify as capital costs, SMCTC has developed a working definition of the types of expenses that it believes qualify for the use of PEG Fee Funding. SMCTC reserves the right to modify its working definition as the law on this topic develops. In accordance with SMCTC's working definition, PEG Fee funding may be used for the following expenditures: purchase of equipment, rental of facilities, purchase of software, and tangible goods provided that a CPA certifies that the tangible goods qualify as capital expenditures pursuant to standard accounting practices. PEG Fee funding may not be used for the following expenditures: operations, training, maintenance, employment of staff, and hiring of persons to perform services.

Licensee further understands and agrees that certain of the PEG Fee funding provided by SMCTC was awarded based on a request from Licensee and that the use of the PEG funds are limited to the expenditures outlined in that request as approved by SMCTC. If Licensee determines that it will not proceed with the expenditures as set forth in the request approved by SMCTC during the current fiscal year, then Licensee shall notify SMCTC if the Licensee would like to re-submit the PEG Fee Funding in the next fiscal year.

The Executive Director shall consider and may approve any request for an extension to the next fiscal year pursuant to this section. Any request beyond the next fiscal year shall be submitted to the Commission for its consideration. Further, Licensee may determine that it has critical or pressing needs that it would prefer to direct the funding towards than the approved request. Should such occur,

Licensee may submit such a request, in writing, to the Executive Director with the rationale for this request. The Executive Director may consider and approve the request provided that he/she determines that (1) it is the type of expenditure that would have been eligible for PEG Funding, (2) the need expressed is critical or pressing and (3) the amount does not exceed \$50,000 dollars. Any request above this amount must be approved by the Commission Board.

The Executive Director may also elect to seek direction or action by the Commission Board on any requests made pursuant to this section. Neither the Executive Director nor the Commission Board is required to approve any request for modification made pursuant to this section. If the request is not approved and the Licensee does not use the funds for the purpose and within the time frames, as approved by the Commission, such funding approval shall be cancelled and may be reallocated as the Commission deems appropriate.

If Licensee is able to complete an approved PEG Fee project for less than the approved PEG Fee funding, the Licensee may so notify SMCTC and request that the Licensee be authorized to retain the allocation of PEG Fees not required for a future project that would be otherwise eligible for PEG Fee funding. Such request shall be approved by the Executive Director provided that the Licensee has completed the approved project and agrees to use the remaining funding for an eligible project within the then current or the next fiscal year. Funds not used within the next fiscal year shall be remitted to the SMCTC or will be deducted from future approved allocations.

5. Re-payment of Remaining Funds on Demand; Freezing Expenditures. Licensee understands that pursuant to the Licensing Agreement, its license may be revoked or terminated under certain conditions. Licensee agrees that if its license is revoked or terminated it will, immediately upon demand of SMCTC, pay to SMCTC any and all amounts then held by it from the funds provided to it by SMCTC under this Funding Agreement. Licensee further agrees that SMCTC may, at any time, order Licensee to cease, and Licensee shall cease, spending any of the funds provided to Licensee by SMCTC under this Funding Agreement in order for SMCTC to make a determination whether to revoke or terminate Licensee's license.

6. Sale or Transfer of PEG Funded Property or Equipment. Licensee shall not sell or transfer property or equipment acquired with, or funded by, PEG Fees without the prior written consent of SMCTC. Should Licensee wish to sell, transfer, or otherwise dispose of PEG Funded property or equipment, Licensee shall make a written request to the Executive Director.

7. No Right of Action. Licensee understands and agrees that it has no right of judicial action against SMCTC for the failure of SMCTC to pay any or all of the funds to Licensee under this Funding Agreement. Such judicial actions include those at law and/or equity, including, but not limited to, any action to compel payment of the funds, any action for general or special damages, or otherwise.

8. Effective Date of Agreement. This Funding Agreement shall be first executed by the Licensee. It shall be effective on the date next to the signature of the Chair of SMCTC after the Chair has been authorized to execute it by SMCTC.

9. Term. The term of the Funding Agreement ends June 30, 2018.

(INSERT CHANNEL LICENSEE NAME)

SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

FISCAL YEAR 2017-18
ANNUAL PERFORMANCE AGREEMENT

THIS AGREEMENT is between the Sacramento Metropolitan Cable Television Commission ("SMCTC") and **Interfaith Service Bureau, DBA Sacramento Faith TV ("Licensee")**. It is supplemental to that certain agreement between the same parties entitled **LICENSE AND OPERATIONS AGREEMENT PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S)** ("the Licensing Agreement") which was effective as of November 6, 2003, and which was subsequently amended on June 1, 2006, June 3, 2010, October 4, 2012, June 5, 2014, June 4, 2015, and June 2, 2016.

This Agreement ("the Agreement") is made with reference to the following facts, among others:

A. SMCTC and Licensee have entered into the Licensing Agreement. The Licensing Agreement provides Licensee the right to use one (or more) cable television channels which SMCTC controls for television programming which is beneficial to the public, subject to certain terms and conditions.

B. The purpose of this Agreement is to approve Licensee's operation of the cable television channel licensed to it under the Licensing Agreement.

C. SMCTC has reviewed a proposal from Licensee for operations. SMCTC hereby approves the proposal. A copy of the approved proposal which is in the possession of SMCTC is hereby incorporated by this reference.

WHEREFORE, THE PARTIES AGREE:

1. Licensing Agreement. In addition to operating in accordance with the approved proposal, Licensee agrees to be bound by all terms and conditions of the Licensing Agreement, which are incorporated by this reference, as though they were fully set forth herein. A breach of the Licensing Agreement shall automatically be considered a breach of this Agreement and vice versa.

2. No right of action. Licensee understands and agrees that it has no right of judicial action against SMCTC under this Agreement. Such judicial actions include those at law and/or equity, including, but not limited to, any action to compel payment of any funds, any action for general or special damages, or otherwise.

3. Effective Date of Agreement. This Agreement shall be first executed by the Licensee. It shall be effective on the date next to the signature of the Chair of SMCTC after the Chair has been authorized to execute it by SMCTC.

4. Term. The term of the Agreement ends June 30, 2018.

INTERFAITH COUNCIL OF GREATER AMERICA
DBA SACRAMENTO FAITH TV

SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

ATTACHMENT 14

FISCAL YEAR 2017-18
PROPOSED STAFFING

Contracted Position					
Executive Director	Per Contract with the County of Sacramento				
Full-Time Positions (Administration)					
Job Title	Step 5	Step 6	Step 7	Step 8	Step 9
Administrative Services Officer III*	--	--	\$8,390.25	\$8,809.58	\$9,249.83
Administrative Services Officer I*	\$5,110.42	\$5,366.17	\$5,634.08	\$5,916.00	\$6,211.83
Senior Office Assistant* (Confidential**)	\$3,379.08	\$3,547.83	\$3,725.33	\$3,911.50	\$4,106.42
Senior Office Assistant*	\$3,185.92	\$3,346.00	\$3,513.08	\$3,688.83	\$3,873.25
Full-Time Positions (Metro Cable)					
Job Title	Step 1	Step 2	Step 3	Step 4	Step 5
Production Director*	\$4,583.80	\$4,812.99	\$5,053.64	\$5,306.33	\$5,571.64
Program Coordinator*	\$3,921.69	\$4,117.77	\$4,323.67	\$4,539.85	\$4,766.84
Technical Coordinator*	\$3,921.69	\$4,117.77	\$4,323.67	\$4,539.85	\$4,766.84
Technical Assistant*	\$2,956.33	\$3,111.94	\$3,275.73	\$3,448.14	\$3,629.62
Part-Time Positions (Metro Cable)					
Job Title	Step 1	Step 2	Step 3	Step 4	Step 5
Production Assistant I	--	--	--	--	\$12.30
Production Assistant II	\$13.55	\$14.24	\$14.96	\$15.70	\$16.47
Production Assistant III	\$14.96	\$15.70	\$16.47	\$17.27	\$18.11

* Includes the 2% COLA granted to the ASO III position / the ASO I-aligned positions / and the SOA positions by the County in FY 2017-18.

** Replaced the Office Assistant position in Fiscal Year 2016-17 effective September 1, 2016.

ATTACHMENTS 15-21

**FISCAL YEAR 2017-18
PEG FEE FUNDING REQUESTS**

(MEMBER AGENCIES)

CITRUS HEIGHTS



CITY OF CITRUS HEIGHTS

6360 Fountain Square Drive • Citrus Heights, CA 95621 • (916) 725-2448
Fax (916) 725-5799 • TDD (916) 725-6185 • www.citrusheights.net

The City of Citrus Heights is committed to providing high quality economical, responsive city services to our community.

April 24, 2017

Robert A. Davison
Executive Director
Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

RE: Fiscal Year 2017-18 Funding Request for Public, Education, and Government (PEG)
Equipment Projects

Dear Robert Davison:

On behalf of the City of Citrus Heights, I am submitting our request for FY 17-18 PEG Fee Funding to be considered by the Commission Board. The City of Citrus Heights is requesting items that will supplement existing equipment. Attached is an itemized list of equipment being requested for **FY 17-18 totaling \$81,904.24.**

Please contact me at (916) 727-4704 or avan@citrusheights.net if you have any questions or need additional information.

Sincerely,

Amy Van
City Clerk

cc: Christopher W. Boyd, City Manager
Monica Alejandrez, Assistant to the City Manager
Chris Myers, Facilities and Grounds Manager
Stefani Daniell, Finance Director
Kristin Riggs, Metro Cable Production Director

**MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2017-18**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/ Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: City of Citrus Heights										
CONTROL ROOM										
1	CCH	City of Citrus Heights Requests - City Clerk Presentation Display	1	\$17,532.50	\$17,532.50	\$1,753.25	\$633.00	\$6,275.00	\$4,570.00	\$30,763.75
2	CCH	City of Citrus Heights Request - Presentation Computer	1	\$624.25	\$624.25	\$62.43	\$0.00	\$0.00	\$0.00	\$686.68
METRO CABLE REQUEST										
3	CCH	Metro Cable Request for City of Citrus Heights Control Room	1	\$16,646.08	\$16,646.08	\$1,664.61	\$480.00	\$2,050.00	\$0.00	\$20,840.69
MISCELLANEOUS										
4	CCH	Lighting for Council meeting broadcast	1	\$17,371.00	\$17,371.00	\$1,737.10	\$1,004.00	\$3,610.00	\$0.00	\$23,722.10
Sub-Total:										
Sales Tax - Use Tax Rate for Member Agency:										
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL:										
\$81,904.24										

Signature _____ Date April 24, 2017

Amy Van, City Clerk
Name & Title _____

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.

April 24, 2017

Mrs. Amy Van, Mr. Christopher Myers
City of Citrus Heights
7927 Auburn Blvd.
Citrus Heights, CA. 95621

Dear Amy and Chris,

The following is a quotation for PEGG funding requests for FY 2017-2018 for the council chambers.

Metro Cable Items Requested

<u>Qty.</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Description</u>	<u>Price</u>	<u>Extension</u>
1	EEG	EN537	CC Encoder	\$4,199.00	\$4,199.00
1	Ensemble Designs	Bright Eye 56	Sync Generator	\$2,750.00	\$2,750.00
1	Aja Video	HD10AMA	Audio Embedder	\$795.00	\$795.00
1	Marshall	V-R1012IMD	Dual 10" Monitor	\$2,598.00	\$2,598.00
2	Aja Video	HD10DA	SDI Dist. Amp	\$345.00	\$690.00
1	Radio Design Labs	RU-ADA8D	Sdi Audio DA	\$505.23	\$505.23
1	BCD Assoc	Hdi-250	Simple DVD Recorder	\$3,218.85	\$3,218.85
1	Install Parts	For	System Changes	\$680.00	\$680.00
1	Move Timer and	Doc Cam	To touch screen	\$570.00	\$570.00
2	QSC	Speakers	For Studio w Vol Cont	\$320.00	\$640.00
	Split	Microphone/Pres	Audio for MC Record		
				Sub Total	\$16,646.08
				Sales Tax	\$1,290.07
				Shipping	\$480.00
				Install/Program	\$2,050.00
				Total	\$20,466.15

Associated Sound

PRO AUDIO OUTFITTERS SINCE 1968

1417 Del Paso Blvd., Sacramento, CA 95815
Phone: (916) 649-8040 or (800) 492-6800 Fax: (916) 649-0243

Citrus Heights Items Requested.

<u>Qty.</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Description</u>	<u>Price</u>	<u>Extension</u>
2	Aja Video	Hi5 Plus	Recorder to Monitor Int.	\$395.00	\$790.00
1	Extron	DSC-3GHD	Preview Mon Adpter	\$1,518.40	\$1,518.40
1	Extron	HDMI DA	Entry and Council Meet	\$952.00	\$952.00
2	FSR	Digital Ribbon	HDMI Cables	\$528.00	\$1,056.00
1	Extron	TLP Pro 1720TG	Clerk Mon+Cont.	\$5,706.40	\$5,706.40
1	Install Parts	For	System Changes	\$1,880.00	\$1,880.00
1	Warranty	CCH System	Pres. + Audio Sys	\$2,400.00	\$2,400.00
1	Move Timer and	Doc Cam	To touch screen	\$570.00	\$570.00
1	Shure	SB900	Wireless Mic Battery	\$119.70	\$119.70
1	Extron	USB+HDMI	Clerk Preview+Remote	\$1,890.00	\$1,890.00
1	Ensemble Designs	Bright Eye 72	Closed Caption to HDMI	\$650.00	\$650.00
	Add Touch Panel	Control of	Lobby TV		
				Sub Total	\$17,532.50
				Sales Tax	\$1,358.77
				Shipping	\$633.00
				Warranty	\$4,570.00
				Install/Program	\$6,275.00
				Total	\$30,369.27

Lighting for TV Broadcast Update

<u>Qty.</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Description</u>		
6	ETC	Desire D22	LED Fixtures	\$15,971.00	
2	ETC	Eutrack	Datatrack		
1	Lot DMX Control	Signal Dist	Tie to Exist		
1	Electrical Parts	for	New Track Install	\$1,400.00	
				Sub Total	\$17,371.00
				Sales Tax	\$1,346.25
				Shipping	\$1,004.00
				Installation	\$3,610.00
				Total	\$23,331.25

Sincerely,

Anthony Brown

Associated Sound
PRO AUDIO OUTFITTERS SINCE 1968

1417 Del Paso Blvd., Sacramento, CA 95815
 Phone: (916) 649-8040 or (800) 492-6800 Fax: (916) 649-0243



GHA Technologies, Inc.

Dept. #2090
PO Box 29661
Phoenix, Arizona 85038
United States
<http://www.gha-associates.com>
(P) 480-951-6865
(F) 480-951-6956

Quotation (Open)

Date

Apr 21, 2017 10:05 AM
EDT

Doc #

1525014 - rev 1 of 1

Description

AMD Desktop ~ qty 1

SalesRep

Holland, Karen
(P) 603-769-4936
(F) 480-951-6956

Customer Contact

Lew, Patrick
(P) 916-727-4729
(F) (916) 727-5629
plew@citrusheights.net

Customer

City of Citrus
Heights (CO0071)
Lew, Patrick
6360 Fountain Square Drive
Citrus Heights, CA 95621
United States
(P) 916-727-4729

Bill To

City of Citrus Heights
Lew, Patrick
6300 Fountain Square Drive
Citrus Heights, CA 95621
United States
(P) 916-727-4729
plew@ci.citrus-heights.ca.us

Ship To

City of Citrus Heights
Lew, Patrick
6300 Fountain Square Drive
Citrus Heights, CA 95621
United States
(P) 916-727-4729
plew@ci.citrus-heights.ca.us

Customer PO:

Special Instructions:

Terms:

Undefined

Ship Via:

FedEx Ground

Carrier Account #:

#	Description	Part #	Tax	Qty	Unit Price	Total
1	AMD Desktop, Includes:	CTO-AMD	Yes	1	\$624.25	\$624.25

Note: 154187 1 Rosewill R536-BK Mid-Tower 3/1/(5) USB 3.0 Audio 500W
194933 1 Crucial Memory BLT2K4G4D26AFTA Ballistix Tactical 8GB
195977 1 MSI MB B350 PC MATE 64G DDR4 AMD Ryzen 7th Gen
195757 1 AMD CPU YD150XBBAEBOX Desktop RYZEN 5 1500X AM4
185816 1 Crucial SSD CT525MX300SSD1 525GB MX300 2.5inch
2676 1 Desktop Assembly (Burn-in and test)

Subtotal: \$624.25
Tax (8.000%): \$49.94
Shipping: \$0.00
Misc: \$0.00
Total: \$674.19

Sales tax calculation is estimated and subject to change. Terms Definition: Unless agreed upon otherwise; Net 30 terms, cash in the GHA bank 30 days from the date of shipment. Lease payment calculations are estimated and may include sales tax in the payment amount. You can obtain an accurate lease quote from our leasing company. Rates are subject to change without notice.

GHA is an authorized and leading supplier for Microsoft, HP, Apple, Dell, Lenovo, VMWare, IBM and Cisco. GHA does not source any of these products from the gray market. If you have a pending quotation from a competitor that is significantly less in price, that may be a strong indication of gray market involvement. Please immediately bring this to the attention of your sales professional who can verify with the manufacturer for your benefit and protection. Your sales representative can also talk to you about the risks associated with doing business with a gray market supplier. The prices quoted may change due to market conditions beyond our control. GHA cannot be responsible for manufacturer availability or delays. No verbal quotations or promises can be honored unless set forth herein. Returns Policy: Custom computers and technology orders are non-cancellable and non-returnable. No return will be accepted after 30 days from the invoice date. Goods accepted for credit upon return will be subject to handling/restocking charge, which shall be not less than 15% of the price of Goods. Custom-made Goods are not subject to cancellation or return under any circumstances. In no case are Goods to be returned without first obtaining Seller's written permission. Goods must be securely packed in the original packaging and delivered to Seller in an undamaged condition with Buyer being solely responsible for paying all return freight expenses and keeping the GHA

invoice current within 30 days from the date of shipment regardless of the reason for a return. All returns must be accompanied by an authorized RMA number, which is valid for 15 days after date of issuance. GHA Technologies makes NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE with respect to the goods described hereon. This document shall be governed by the laws of the State of Arizona. ****CONFIDENTIAL - THIS QUOTE HAS BEEN PROVIDED FOR CLIENT AND GHA PURPOSES ONLY**** CORPORATE OFFICE: (REMIT PAYMENTS TO THE DEPARTMENT NUMBER AND PO BOX LISTED ABOVE; NO PAYMENTS SHOULD BE MAILED TO THE CORPORATE OFFICE) GHA Technologies, Inc. 8998 E. Raintree Drive Scottsdale, AZ 85260

ELK GROVE



ELK GROVE

April 18, 2017

Robert Davison
Executive Director
Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95816

Dear Mr. Davison

The City of Elk Grove staff has been working with Metro Cable staff and our vendors in order to make recommendations for the 2017-18 fiscal year PEG funding requests. The recommendations include a new Granicus Mobile Encoder, related accessories including installation, and a Teradek Cube 655. The new Granicus Mobile Encoder will be used as a backup to our current Granicus Encoder and also allows us to broadcast off-site public meetings like the mayor's annual State of the City Address. The Teradek Cube 655 will allow us to broadcast public meetings to Facebook to increase the City's public meeting access to constituents.

The total cost of the request is \$15,448.40 for the 17-18 fiscal year. This year we are looking forward to expanding our capabilities and allowing the public to view more meetings than ever before.

We appreciate the opportunity to work with Metro Cable staff. Should you have any questions, or would like to discuss the attached proposals, please let me know.

Thank you,

Nicole Guttridge

Nicole Guttridge
IT Manager
City of Elk Grove

**MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM (FY 2017-18)**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/ Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: City of Elk Grove										
OTHER										
1	Chambers	Granicus Portable Encoder Hardware (SDI) plus annual maintenance (including 7.75% tax on hardware)	1	\$9,883.75	\$9,883.75	\$988.38	\$15.00	\$575.00		\$11,872.13
3	Chambers	Teraдек Cube 655 (including 7.75% tax)	1	\$2,682.98	\$2,682.98	\$268.30	\$0.00	\$0.00		\$2,951.27
4	Chambers	Analog Video and Audio to SDI/HD-SDI HDroAVA (needed to connect Terekek to system for output)	1	\$625.00	\$625.00	\$62.50	\$0.00	\$0.00		\$625.00
5										
Sub-Total:										
Sales Tax - Use Tax Rate for Member Agency:										
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL: \$15,448.40										

[Signature]
Date: 4/18/17

Signature: _____
Name & Title: Nicole Guthrie IT Admin

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.



GRANICUS

Portable Encoder Budgetary Quote

PRESENTED BY: Josh Hurni, Granicus

PRESENTED TO: Elk Grove, CA

DELIVERED ON: February 28, 2017

EXPIRES ON: March 31, 2017

Cover Letter

Dear Rodney,

Thank you for being a valued Granicus customer. We appreciate the opportunity to support your project. During previous conversations, you explained your need to implement a new portable encoder. We have listened and we fully understand your goals.

For over 15 years, Granicus has worked with local, state, and federal government agencies, helping them build trust with their constituents, reduce staff time spent on processing meetings and agendas, and engage citizens in new ways.

In this proposal, you will find that with our experience and wide range of product and industry knowledge, we can meet all your portable encoder needs. We hope that Elk Grove and Granicus will continue to strengthen our partnership for years to come.

Should you have any questions, please feel free to reach out to us.

Most Sincerely,

Josh Hurni

Why Choose Granicus?

Granicus Cloud

- Over 1,200 clients in all 50 states, at every level of government
- 30+ years of government-focused experience
- More than 1.9 million government records and media files managed
- Public information is accessible on traditional desktop and modern mobile devices
- More than 265,350 government meetings online
- More than 109 million webcasts viewed
- Indefinite retention schedules for all archived meeting and non-meeting content
- Truly unlimited storage and distribution for all meeting bodies and non-meeting content
- Open API architecture and SDK allow for seamless integrations with systems already in place
- Named a critical partner to online success by Center for Digital Government's 2015 Best of the Web winners
- Named to the 2015 GovTech100 by Government Technology and e.Republic Labs
- No. 16 on Emerging Local Government Leaders' Top 50 Local Government Companies in 2016

Product Portfolio

- Provide a complete, end-to-end legislative management solution
- World's most experienced provider of government content management, transparency, and workflow automation
- The pioneer of a fully integrated legislative workflow management system for government
- First to market with an app specializing in electronic packets for elected officials and staff
- Government-specific website content management system as part of our product portfolio
- Offer a civic engagement solution to successfully enable two-way communication

Our Support

- 98% customer satisfaction rating, 99% client retention rating
- Client success stories are available here: <http://www.granicus.com/customer/case-studies/>

Portable Encoder

The Granicus Portable Encoder is an all-in-one hardware and software solution designed to make it easy to record, manage and live stream high-quality meetings and videos wherever you might go. Clerk and AV staff are no longer limited to set public meeting space to record meetings and events. Our Portable encoding device is designed for ease of use, making it simple to record, encode and live stream high quality videos from any location.

Rigorously tested and certified to work with Granicus technology, the Portable Encoder allows you to maintain the highest level of service to your citizens.

- Stream from any location, anytime, with an internet connection
- Mobile device compatible video
- Ability to work on & offline
- Easy to transport & manage
- Simplified meeting setup

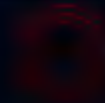
As a fully supported solution, Granicus will provide customers with all necessary upgrades, repairs or replacements to ensure the appliance works effectively on the Granicus platform.

Local Distribution and Storage

The Granicus Portable Encoder is configured to stream to the Granicus Content Distribution Network for live events and can also record offline in cases where there is no internet. Each device is equipped with 500 GBs of local storage, or roughly 500 hours of video. Granicus provides unlimited cloud content storage and retention.

The Granicus Portable Encoder is military grade and strong enough to work in any video encoding environment. With a sound output less than 40db, the Granicus Portable Encoder is considerably quieter than standard off-the-shelf encoding hardware. Hardware specifications are available upon request.





Customer Care Resources

Customer satisfaction is the backbone of our company and client success. Granicus goes above and beyond traditional support models by leveraging systems management technology to constantly monitor every component of your solution.

Granicus Customer Care

Customer Care Team Headquarters:

707 17th Street, Suite 4000

Denver, CO 80202

Our Customer Care Team anchored in our primary Denver location provides care across all time zones and cities.

Reach a Customer Care Engineer

Phone: (877)-889-5495, then press, "1."

Email: customercare@granicus.com

Web: <http://www.granicus.com/createacase/>

(For urgent matters, please call our customer care team to speak directly with a customer care engineer.)

Customer Care Hours

Business hours are Monday through Friday from 5 a.m. until 5 p.m. Pacific US time. After-hours support is available for urgent issues Monday through Friday from 5 p.m. until 10 p.m. Pacific US time and on weekends and holidays.

Granicus' goal is to answer all calls directly but at a minimum to respond to voicemails within a time frame of 30 minutes after receiving them during business hours.

Customer Care Resources

The Granicus Help Center provides online access to our Knowledge Base with index search capabilities and includes video tutorials, how-to and best practice guides, frequently asked questions, and detailed product guides. The Help Center is located at <https://help.granicus.com> and will be made available to staff and end-users.

The Help Center includes the following features:

- **Knowledge Base:** Search articles about Granicus products and services. Direct link: <http://help.granicus.com>.
- **Online Training:** Regular live and on-demand resources to learn more about your Granicus solutions. Direct Link:
 - <https://help.granicus.com/GranicusUniversity>
- **Customer Care Resource Center:** Find product-specific downloads, manuals, reference guides, and release notes to make your work easier. Direct link:
 - <https://help.granicus.com/Support>
- **Granicus Blog:** Provides a community for our clients to share ideas and get the latest tools, tips, and strategies to achieve success with Granicus. Direct link: <http://blog.granicus.com>.

On-going Training

Granicus provides on-going Customer Care as we build a lasting relationship with your team. Through our Customer Service Portal, we provide many resources designed to help you become an expert Granicus user.

Product Upgrades

As a true hosted service, all updates are done automatically with no local intervention or software needed. As a result, all users will always experience the most current version of the system without dependency on updates or manual effort. This eliminates any possibility of "out-of-date" software typically associated with local application installation.

Finally our 98.5% client retention rating attest to the strength of Granicus' reliability and customer care service.

What is included in the annual maintenance contract?

The following services are included in the annual maintenance contract (monthly managed service fees):

- Unlimited free software upgrades
- Enterprise-wide licensing
- Dedicated account management team

Maintenance and Upgrades

Annual maintenance and upgrades are included in your monthly managed service fees (see Pricing page). Below is an overview of software updates and patches:

Client on-premise software

All server maintenance such as OS patching is managed by the client at their discretion. However, if during a troubleshooting session Customer Care discovers x-num of critical updates available, it is Granicus' practice to apply them as part of the troubleshooting task. Granicus will maintain, support and update all Granicus-software installed on the server(s) in question.

Hosting Infrastructure

Hosted infrastructure maintenance is done on the first Friday of every month starting at 9 PM PT (infrastructure maintenance includes security and other system patches as well as any hardware updates or migrations that require downtime)

Hosted software maintenance is typically done on the 3rd Friday of the month (this can change) starting at 9 PM PT and notification will be sent to customers 72 hours in advance to those that have subscribed to Granicus notifications.

Note: Emergency maintenance due to security vulnerability or critical software bug can be done outside of the normal schedule.

Clients are informed via email for all system upgrades and patches. Standard maintenance occurs on the 3rd Friday of every month.

SECURITY OVERVIEW

Data Center Security

Having a robust and secure data center implementation is a necessity, not an option. Granicus Data Centers are designed for reliability and redundancy. Our data centers are guided by a "defense-in-depth" security strategy to ensure reliable access of government data. With a 99.9% uptime, we are confident that customer data are always available.

Data Center Requirements:

- Secure - SSAE-16 Accreditation
- Reliable Network
- Data Availability: 99.9% Uptime
- Redundant Backups

Granicus Server Locations

United States

- Primary Data Center in Ashburn, VA
- Backup Data Center in San Francisco, CA

Robust Security Layers

Granicus implements a series of protective layers so that no single solution is relied upon to provide security, including:

- Hosting facilities that meet or exceed Tier III standards that are engineered to ensure application and data availability and security
- Edge-to-edge security, visibility, and carrier-class threat management and remediation. We utilize industry-leading tools to compare real-time network traffic and flag any anomalies such as: Denial of Service (DoS) and Distributed Denial of Service (DDoS) attacks, worms or botnets.
- Network issues: traffic and routing instability, equipment failures, or misconfigurations
- Hardened, stateful inspection firewall technology
- An Intrusion Detection System (IDS) utilizing signature-, protocol-, and anomaly-based inspection methods
- 24x7x365 firewall, VPN, and IDS support and maintenance
- Security policies and procedures that are constantly maintained, tested, and updated

A Security Incident Response team/SSAE-16 accreditation ensures all customer data is secure from any tampering.

Pricing Table

SOFTWARE-AS-A-SERVICE			
Name	Qty.	Unit (Monthly)	Total (Monthly)
Portable Encoder Software Encode and broadcast meetings on-the-go	1 Unit(s)	\$400.00 \$240.00 (40.00% discount)	\$240.00
Total Software Monthly Cost:			\$240.00

Name	Qty.	Unit (Upfront)	Total (Upfront)
HARDWARE UPFRONT			
Portable Encoder Hardware (SDI)	1 Unit(s)	\$6,500.00	\$6,500.00
Shipping - Large Item	1	\$125.00	\$125.00
PROFESSIONAL SERVICES UPFRONT			
Portable Encoder Software Installation and Configuration Services	1 Service(s)	\$875.00	\$875.00
Total Upfront Cost:			\$7,500.00

PROPOSAL TOTAL COSTS	
Total Upfront Cost:	\$7,500.00
Total Monthly Cost:	\$240.00

****All currency is in US dollars****



Cube 655

CUBE-655

\$2,490.00

1



Please add any special instructions, Device Serial Numbers (for Licenses), Tax IDs, PO Numbers, to your Order here:

Subtotal **\$2,490.00**

Shipping, taxes, and discounts calculated at checkout.

Congrats! You qualify for **free shipping***



Check Out

With DirectCapital Financing you may be able to pay in monthly installments:



*We offer free ground shipping within the continental United States on orders over \$1,000.

FREE EXPEDITED SHIPPING ON THIS ORDER.

MY CART


AIA HD1000A HD/SD Audio/Video Analog/Digital Inter-Connector
 For HD/SD Video, HD/SD Audio
 Free Expedited Shipping

\$625.00

ESTIMATE SHIPPING & TAX

UNITED STATES	1	N/C Inexp-2 countries
Item Total:	\$625.00	
Shipping:	\$625.00	
Sales Tax:	\$0.00	
You Pay:	\$625.00	

[Begin Checkout](#)

Saved for Later

Cart ID: 45125294354



FOLSOM



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

April 21, 2017 (updated June 28, 2017)

Ms. Karen Liu
Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814-1212

Re: City of Folsom - Fiscal Year 2017-18 PEG Fee Funding Application
Grand Total of PEG Fee Funding Request: (updated amount): \$194,541.84

Dear Ms. Liu,


Please accept this letter as the City of Folsom's formal request for Public, Education, Government (PEG) Fee funding for Fiscal Year 2017-18.

This funding request has been developed in cooperation with Metro Cable staff and proposes significant upgrades to existing AV equipment in the chambers, broadcast booth and the council dais, as well as improvements to the lighting system.

The proposed upgrades have been carefully designed to improve the broadcast experience for members of the public watching the meetings on television, online, or live in council chambers. In addition, these upgrades provide the added benefit of improving the hands-on, working functions for the city council members and city commissioners, as well as Metro Cable and city staff.

I would like to express my appreciation to Metro Cable staff for their assistance in developing this PEG project's scope. I look forward to working with you in our mutual goal of connecting our local government with our residents.

Sincerely,


Christa Freemantle, CMC
Folsom City Clerk

Encl: PEG Fee Funding Request Form
Proud Audio-Visual Proposal #1999 (4-19-17)

cc: Mayor Andy Morin
City Manager Evert Palmer
Information Systems Manager Efreem Richardson

**MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2017-18**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: CITY OF FOLSOM										
COUNCIL CHAMBERS										
1		Barco Projector	1	\$74,500.00	\$74,500.00					
2		Long Throw Zoom Lens	1	\$6,071.42	\$6,071.42					
3		Chief Projector Mount	1	\$385.71	\$385.71					
3		Alisona HDMI 8 x 8 Matrix Switcher	1	\$5,999.98	\$5,999.98					
4		Wohlschlag Digital Document Camera	1	\$8,385.71	\$8,385.71					
5		Barco ClickShare Wireless Presentation System	1	\$1,818.57	\$1,818.57					
5		Digital Media Player for logo	1	\$221.42	\$221.42					
DAAS AV UPGRADES										
6		Custom fabricated low profile monitor enclosures with USB Chargers	8	\$714.28	\$5,714.24					
6		Planar PXL250MW LED Monitors	7	\$321.42	\$2,249.94					
7		Crestion 20" HD Touch Panel at Clerk's Seat	1	\$1,428.57	\$1,428.57					
12		Digital Graphics Engine at Clerk's Seat	1	\$1,428.57	\$1,428.57					
8		Calix HDMI Receivers	3	\$214.27	\$642.81					
9		HDMI Video Distribution Amplifier	1	\$667.14	\$667.14					
10		Crestion Universal Keypad Interface - Mic Control Buttons	2	\$115.71	\$231.42					
10		Microphone on/off switches with 8 port CPI for control button integration	8	\$186.56	\$1,492.48					
CONTROL SYSTEM / BROADCAST BOOTH										
11		Crestion PRO3 Control System CPU in main AV rack	1	\$8,285.71	\$8,285.71					
11		3-Series Control Card - 3 COM Ports	2	\$508.00	\$1,016.00					
13		Crestion 7" Table Top Touch Panel at Podium	1	\$1,000.00	\$1,000.00					
14		Tabletop Kit for TSM-760, Black Smooth	1	\$142.85	\$142.85					
14		Crestion 10" Table Top Touch Panel in the AV Control Booth	1	\$1,714.28	\$1,714.28					
14		Tabletop Kit for TSM-760	1	\$178.57	\$178.57					
15		POE Network Switch	1	\$353.54	\$353.54					
15		EGG EP537 HDTV Smart Encoder IV w/ analog phone line	1	\$4,235.29	\$4,235.29					
16		Replace existing DVD recorders to include the ability to record closed caption encoding	5	\$385.00	\$1,925.00					
BROADCAST LIGHTING SYSTEM										
17		LED Broadcast Lighting System over Daas; mounted from wood beams above dais	1	\$10,516.30	\$10,516.30					
18		Replace existing lighting fixtures with 3x300 color Temp LED Light Fixtures - Back Fill	1	\$15,834.46	\$15,834.46					
19		DMX Preset and Dimming Controller for new Broadcast LED System	1	\$1,307.69	\$1,307.69					
20		100VAC Power Receptacles/Conduit/Wire for LED Lighting Fixtures	1	\$765.00	\$765.00					
MISCELLANEOUS										
21		1 TB KStore Drive; Sennheiser HD Headphone; Distribution Amps; 9" TV Logic Monitor (to display closed captioning); SDI Audio embedder; Analog and Audio DA (as post mixer distribution); 2x 4x4x4mm Broadcast Audio Distribution Amplifier; Cables and Connectors	1	\$7,107.59	\$7,107.59					
		Misc Hardware, Lift, Strut Etc	1	\$1,329.99	\$1,329.99					
			1	\$2,771.88	\$2,771.88					
							Shipping/Handling	Installation Labor		TOTAL
							\$2,604.42	\$38,620.00		\$41,224.42
										10,090.98
										\$194,541.84
Sub-Total										
Sales Tax - Use Tax Rate for Member Agency										
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL										

Signature _____ Date April 21, 2017

Christa Freeman, City Clerk
Name & Title _____

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.

PROUD **Audio-Visual**

Specialists In Audio-Visual System Design And Integration
11353 Sunrise Gold Cir. Unit A Rancho Cordova, CA 95742
Phone: 800.875.9121 Fax: 916.728-2910
Contractor License #845056

City of Folsom
Proposal #:1999
4-19-17

Christa Freemantle
City of Folsom
50 Natoma Street,
Folsom, CA 95630

Subject: COUNCIL CHAMBERS – UPGRADE BUDGET 2017/2018 (REV 4.19.17)

*City of Folsom – Council Chambers
50 Natoma Street,
Folsom, CA 95630*

Christa,

Per our site meeting, I have prepared this proposal to implement the required audio visual system upgrades for the City Council Chambers. This proposal includes the scope of work, system implementation, system costs, and schedule. I look forward to receiving your authorization to proceed.

SCOPE OF WORK

Proud AV, Inc. will furnish all Labor and Materials necessary to provide a fully functionally Audio Visual System.

COUNCIL CHAMBERS

MAIN DISPLAY SYSTEM:

1. The existing Barco PHWU-81B 7500 Lumen DLP Projector will be removed.
2. A Barco F90-W13 WUXGA DLP laser phosphor 13,000 lumens 1920 x 1200 resolution digital projector will be installed from the existing ceiling location. The laser-phosphor technology provides up to 40,000 hours operating time without the need for lamp changes.
3. A long throw Zoom lens: To Be Provided & Installed
4. One (1) Attona HDMI 8 x 8 Matrix Switcher will be installed in the podium rack.
5. Remove the existing document analog camera.
6. Install (1) Wolfvision VZ-8plus4 HD 1080P digital document camera.



The selectable Presentation Inputs will include:

- (1) Laptop Input - VGA w/3.5mm audio
- (1) (OFE) Resident PC Input – HDMI
- (1) Aux, HDMI Input Connection
- (1) Barco ClickShare – Wireless HDMI
- (1) WolfVision Digital Document Camera



Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes.

WIRELESS PRESENTATION INPUT SOURCES: A Barco ClickShare CSE-200 wireless presentation system w/ (2) USB-powered button transmitters that operate at 5GHz. The system can be expanded to allow for up to 16 ClickShare buttons transmitters be connect to the Base Unit. This system makes simple to transmit up to 30 fps wireless HDMI video w/ audio to the projector from a laptop or mobile device anywhere in the room.



DIAS AV UPGRADES:

1. Install (7) Planar PXL2250MW 1920 x 1080 LED Monitors at each of the council member dais seating positions for clear viewing of presentation sources. Each monitor will be installed into custom fabricated low profile enclosures that will be in a black laminate finish. The custom fabricated enclosures will allow each monitor to be tilted back to minimize the height profile of the monitor. The goal is to not have the monitors interfere with the audience and camera view of each seated council member. In each of the monitor enclosures there will be USB charger connection installed for the convenience of charging mobile devices.
2. Each of the custom fabricated monitor enclosures will be installed over the top of each the existing 20+ year old AV control panels. This will cover up the holes in the top of the dais that will be left from removing the panels.
3. Install (1) Crestron TSD-2020-B 20 inch HD touch screen at the Clerk's seat. The Crestron touch screen will allow for each presentation source to be previewed before they are sent to the projector.
4. Install (2) Cat6 HDMI receiver under the dais.
5. Install (1) 1x 8 HDMI Video Distribution Amplifier under the dais.
6. The existing audio Cassette Deck will be removed.
7. Clean up existing cabling under dais.

DIAS MICROPHONE CONTROL INEGRATION:

1. The existing microphone ON/OFF switches will be replaced with new "GREEN" LED microphone ON/OFF switches. The new switches will be installed in front of each of the existing dais gooseneck microphones. The new switches will have a flush push button with a bright "GREEN" LED indicating that the microphone is turned ON.
2. Each of the microphones also can be turned ON/OFF through the new Crestron 20 Inch touch screen.
3. Install & terminate Crestron 8 port CPI for microphone control button integration.

CONTROL SYSTEM:

1. Remove existing AMX control system, hardware, and touch panels.
2. Install (1) Crestron PRO3 Control System CPU in the main AV rack.
3. Install (1) Crestron 20 Inch HD Touch Panel at Clerk Station.
4. Install (1) Digital Graphics Engine 100 at Clerk Station.
5. Install (1) Crestron 7 Inch Table Top Touch Panel at the podium.
6. Install (1) Crestron 10 Inch Table Top Touch Panel in the AV control booth to mirror most of the functions of the Clerk panel.
7. Provide custom Crestron programming, for switching, microphone ON/OFF control, microphone volume control, program volume control, lighting control, projector control, etc.
8. Provide programming for iPad or Android AV mobile control interface connection to system via WIFI.
9. Provide updated system documentation - Create updated Video, Audio, and Control CAD AV system schematics.



The control system touch screen interface will have the following intuitive control functions:

- System Start Up
- Projector ON/OFF
- - Source Select - Podium Resident PC
- - Source Select - Podium Laptop VGA
- - Source Select - Podium HDMI
- - Source Select - Barco ClickShare wireless HDMI
- - Source Select - Document Camera
- - Source Select - Folsom City Logo Graphic (Display at start of meeting or when no other source is selected)
- Program Volume UP/DOWN/MUTE
- Microphone Volume UP/DOWN/MUTE
- Motorized Screen UP/DOWN
- Lighting System Preset Control
- Digital Recorder Control – (Record, Pause, Stop)
- Lobby/Restroom volume control
- Broadcast ON/OFF
- System Shut Down (Power down entire AV system)

BROADCAST LIGHTING SYSTEM:

1. Install new focused LED broadcast lighting system over the dais to provide a bright 3200 color temperature studio lighting to enhance image quality for TV broadcasts. The new lights will be mounted from the wood beams above dais aimed at a 45degree angle from council member seating positions. The beam angle on each lighting fixture will be adjusted to focus the lights onto the 8 council member seating positions.
2. On each of the side walls, the existing lighting fixtures will be replaced with LED light fixtures with a 3200 color temperature to provide back fill lighting of the dais.
3. LED lighting will be installed to provide improved lighting for the podium.
4. DMX preset and dimming control for new broadcast LED lighting system will be integrated with the new Crestron control system.
5. Install 120 VAC power receptacles for LED lighting fixtures.



BROADCAST BOOTH:

1. Replace existing EGG closed caption encoder with a new EGG EN537 HDTV Smart Encoder IV w/analog phone line.
2. Replace existing (5) DVD recorders with new model to include the ability to record closed caption encoding.
3. Install (1) Crestron 10 Inch Table Top Touch Panel in the AV control booth to mirror most of the functions of the Clerk panel, including dimming and preset control of the new LED broadcast lighting system.

Additional Equipment:

- (1) 1TB K1Stor Drive: AJA 1TB K1Stor HDD
- (1) Headphone: Sennheiser HD 202-II
- (2) 1x6 Distribution Amps: AJA HD10DA
- (1) Dual 9" TV Logic monitor (to display closed captioning): TV Logic RKM-290A
- (1) SDI Audio embedder (For HD Side) Blackmagic Audio to SDI
- (1) Analog audio DA to the 1st, as post mixer distribution to both the audio embedders (HD and SD); Radio Design Labs RU-ADA8D 8 Channel Stereo Audio Distribution Amplifier

Proud Audio Visual

www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes.

SYSTEM COST

Equipment & Materials Subtotal :	\$130,206.13
CA 7.75% Sales Tax:	\$10,090.98
Shipping & Handling:	\$2,604.12
EQUIPMENT TOTAL:	\$142,901.23
CAD & Documentation Total:	\$1,250.00
Control System Programming:	\$8,750.00
Project Management:	\$800.00
Rack Fabrication:	\$320.00
Installation:	\$27,500.00
TECHNICAL SERVICES LABOR TOTAL:	\$38,620.00
GRAND TOTAL:	\$181,521.23

PAYMENT TERMS

- 30% Deposit
- 30% Upon Delivery Of Equipment
- 40% Due Upon Completion

All Invoices will be paid NET 30.

On approval of this proposal, please forward a copy of the signed last page to me. Work will proceed on receipt of a signed copy of this proposal, purchase order and a deposit check.

CHANGE ORDERS

Change orders requiring any equipment to be returned are subject to a 20% restocking fee plus shipping & handling charges.

ATTORNEY'S FEES

In the event the parties become involved in any court action or litigation with each other arising out of this Contract or other performance thereof in which the services of an attorney and/or other consultants are reasonably required, the prevailing party shall be fully compensated for the cost of its participation in such proceedings, including the costs incurred for attorneys' fees and consultants' fees. Unless judgment goes by default, the attorneys' fee and consultants' fee award shall not be computed in accordance with any court schedule, but shall be such as to fully reimburse all attorneys' fees and consultants' fees actually incurred

Proud Audio Visual

www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, and to be used for RFP or RFQ purposes.

by the prevailing party, in good faith, regardless of the size of the judgment, it being the intention of the parties to fully compensate the prevailing party for all attorneys' fees and consultants' fees paid or incurred in good faith.

SCHEDULE

We anticipate completion of the project on the following schedule:

- | | |
|--|-----------|
| • Receipt of Client authorization to proceed | TBD |
| • Lead Time For Arrival Of Equipment & Materials | 2-4 Weeks |
| • On Site Installation | 15 Days |
| • System Programming, Tuning & Adjustments | 5 Days |
| • Final Acceptance & System Training | 1 Day |

Work in room will be scheduled for full consecutive 8 hours days Monday – Friday 8am to 5pm. The installation will be completed in phases to minimize down time between meetings.

We will work with you to finalize a schedule that meets the implementation requirements of the project.

EXCLUSIONS

The following is not included in our scope of work:

- Cost of any permits where required
- Painting & patching of walls
- Digging Trenches For Cables
- Acoustical Wall Treatments
- T-Bar Ceiling Modifications

STANDARD WARRANTY

The Proud Audio Visual standard warranty on workmanship (*install Labor, Cable & Terminations*) is (90) days from Final Acceptance. All manufacturers' warranties will begin at Final Acceptance, and are subject to their respective terms and conditions. Most equipment in this proposal offers a one year parts and labor warranty.

This Warranty excludes damage to system components caused by, acts of God, abuse or damage caused by the miss-use/operation or handling of equipment, wear and tear items such as lamps and filters.

Proud Audio Visual
www.ProudAudio.com

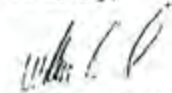
Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, and to be used for RFP or RFQ purposes.

SUMMARY

We are confident that our participation on this project will contribute to its ultimate success. We appreciate the opportunity to submit this proposal package and look forward to your authorization to proceed. Please feel free to contact me anytime if you have questions.

Sincerely,



Bill Proud, DMC-E-4K, CTS

Proud Audio Visual

Main: 800.875.9121

Cell: 916.835.0223

Fax: 916.728.2910

bill@ProudAudio.com

www.ProudAudio.com

Contractor License # 845056

AUTHORIZATION TO PROCEED

By my signature, I indicate that I have read and accept, on behalf of my organization, the entirety of the above Scope of Work, and all of the Exclusions shown in this proposal, as they relate to the project.

Accepted by: _____

Signature: _____

Date: _____

PO#: _____

Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes.

GALT



Information Technology Department

July 11, 2017

Sacramento Metropolitan Cable Television Commission
Ms. Karen Liu, Administrative Services Officer
799 G Street, 4th Floor
Sacramento, CA 95814

DELIVERED VIA EMAIL

liuk@saccounty.net

Re: Public, Education, and Government (PEG) Facilities and Equipment
Funding Request Fiscal Year 2017-18

Dear Ms. Liu:

This letter constitutes the City of Galt's PEG funding request for FY 2017-18. Internal and external personnel have been consulted to go over technology needs for the City Council Chambers associated with the MetroCable broadcast. Based on feedback and recommendations we received from MetroCable engineers who operate the video system during Council meetings, internal City of Galt staff and from our viewers, we are proposing the following new requests for funding to improve the viewer experience.

#1 FY 17-18 Request – Control Room Improvements: \$14,997.40

Goal: Improve overall video experience and manageability by MetroCable and city staff as well as protect equipment investments.

Plan:

- We are adding a quad dedicated monitor and audio metering for the DVD's
- We are installing an audio digital amplifier to send audio from the mixer to the two (2) new embedders
- We are installing an SDI DA converter and a re-clocking DA for the HD side
- We are repurposing existing monitors and adding Closed Captioning capabilities
- We are adding a SDI to HDMI converter to allow the hallway and overflow (external) monitors to display the signal in HD with Closed Captioning
- We are installing a HDMI distribution amplifier, transmitters and receivers to allow the external monitors to transmit the meetings in high-definition
- Request #1 also includes the wiring and configuration charges necessary to make the above equipment operational

#2 FY 17-18 Request –Council Chambers Improvements: \$31,320.78

Goal: Improve overall security and video experience by MetroCable and city staff as well as protect equipment investments.

Plan:

- The City has experienced flooding in the Council Chambers. Items 11&12 the conduit and carpet repair work is tied to this issue being resolved. The City expects to complete this budgeted item in FY16/17, but also includes it here as carry forward items, just in case. If the work is completed in FY16/17 the grant request would be diminished by approximately \$14,000.
- Security is a significant concern of the City and the safe conduct of Council meetings is paramount. The City would like to enhance its security by adding bullet resistant gates and a guard station within the Council chambers. It is also including a camera that focuses on the City Hall lobby and is viewable by appropriate personnel as a means to quickly ascertain potential troublesome issues.
- To improve audio quality from the staff table, we are adding fixed based microphones. This requires saw cutting the foundation and replacing the carpet to get conduits to the staff table.

#3 FY 17-18 Request –Miscellaneous (Other): \$2692.80

Goal: Improve overall video experience for constituents, manageability by MetroCable and city staff as well as protect equipment investments.

- The City plans to replace the Lobby monitor to allow for overflow viewing of Council and other meetings
- The Matrox Monarch HDX is an encoder. The City purchased this equipment in FY16/17 even though it was *not* part of the PEG funding request for this year. It is requesting reimbursement for this very important and necessary equipment as part of the FY17/18 PEG funding request. The encoder along with the distribution amplifier:
 - Allows the City to upgrade the video stream from an outdated wmv format
 - Be more efficient in processing the video file placed on the website for constituents by reducing the manual intervention necessary
 - Eliminate the transcode of the wmv file to an alternative form, e.g. MP4

#4 FY 17-18 Request –Fiscal Year 2016-17 PEG Eligible Items for Reimbursement: \$2,372.63

Total Requests for FY 2017-18 Funding: \$55,427.02

FY 2017-18 PEG Fee Funding Requests Summary

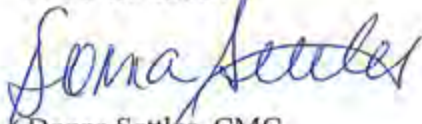
Project Location	Description	Total	Status
1. Control Room	Control Room Improvements	\$14,997	Unfunded
2. Council Chambers	Chambers Improvements	31,321	Partially Funded
3. Misc. Other	Other items	2,693	Unfunded
4. Fiscal Year 2016-17 PEG Eligible Items for Reimbursement		2,373	Unfunded
5. Taxes	On items listed above	4,043	Unfunded

Member Agency Requests Total for FY 2017-18 **\$55,427**

Please contact Emily Boyd, Finance Director at 209-366-7145 or eboyd@ci.galt.ca.us for additional information or questions related to this request.

Sincerely,

CITY OF GALT



Donna Settles, CMC
Elected City Clerk
Clerk Administrator

Cc: Eugene Palazzo, City Manager
Emily Boyd, Finance Director

MEMBER AGENCY: CITY OF GALT
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2017-18

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/ Handling	Installation	10% Contingency	TOTAL
MEMBER AGENCY: CITY OF GALT										
CONTROL ROOM										
1	Media Room	DVD Monitors	Quad	\$1,500.00	\$1,500.00	\$150.00				\$1,650.00
2	Media Room	DVD Metering	1	\$1,225.00	\$1,225.00	\$122.50				\$1,347.50
3	Media Room	KVM Switch	1	\$25.00	\$25.00	\$2.50				\$27.50
4	Media Room	Audio Digital Amplifier	1	\$145.00	\$145.00	\$14.50				\$159.50
5	Media Room	Audio to SDI Converter	1	\$186.00	\$186.00	\$18.60				\$204.60
6	Media Room	HD/SD Reclocking DA	1	\$345.00	\$345.00	\$34.50				\$379.50
7	Media Room	SDI to HDMI Converter	1	\$618.00	\$618.00	\$61.80				\$679.80
8	Media Room	HDMI Digital Amplifier	1	\$150.00	\$150.00	\$15.00				\$165.00
9	Media Room	RJ45 to HDMI Receivers (3) and Transmitters (3)	6	\$180.00	\$1,080.00	\$108.00				\$1,188.00
10	Media Room	Wiring and configuration	1		\$8,360.00	\$836.00				\$9,196.00
COUNCIL CHAMBERS										
11	Council Chambers	Electrical and conduit work for staff table	1	\$850.00	\$850.00	\$85.00		\$2,200.00	\$220.00	\$3,355.00
12	Council Chambers	Carpet repair from conduit work	1	\$9,180.32	\$9,180.32	\$918.03		\$205.12	\$20.51	\$10,323.98
13	Council Chambers	Council security gates	1	\$6,885.00	\$6,885.00	\$688.50		\$0.00	\$0.00	\$7,573.50
14	Council Chambers	Council guard station	1	\$8,153.00	\$8,153.00	\$815.30		\$0.00	\$0.00	\$8,968.30
15	Council Chambers	Lobby facing security camera	1	\$1,000.00	\$1,000.00	\$100.00		\$0.00	\$0.00	\$1,100.00
MISCELLANEOUS										
16	Both Rooms	Misc. Cables and Adapters	Various	\$250.00	\$250.00	\$25.00				\$275.00
17	Lobby	Lobby Monitor	1	\$2,198.00	\$2,198.00	\$219.80				\$2,417.80
Fiscal Year 2016-17 PEG Eligible Items for Reimbursement										
18	Media Room	Distribution amplifier for Monarch	1	\$213.04	\$213.04	\$0.00				\$213.04
19	Media Room	Monarch encoder	1	\$2,159.59	\$2,159.59	\$0.00				\$2,159.59
Sub-Total:				\$35,262.95	\$36,162.95	\$3,379.03	\$0.00	\$10,765.12	\$1,076.51	\$51,383.61
Sales Tax 8.25% - Use Tax Rate for Member Agency:										
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL:										
\$55,427.02										

Signature _____ Date April 25, 2017

Donna Settles _____ City Clerk
 Name & Title

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.

RANCHO CORDOVA



Information Technology Department



City of **RANCHO
CORDOVA**

June 30, 2017

Robert Davison, Executive Director
Sacramento Cable Television Cable Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Subject: 2017-2018 PEG Funding Request

We are requesting funding to replace and update aging equipment. The total PEG funding request for 17-18 is **\$204,935.00**, including a 10% contingency for unknowns.

The goal in the 17-18 fiscal year is to replace and update aging equipment in our A/V control room that has been the cause of several issues over the last year. We would also like to replace the failing monitors in our Lobby with newer commercial grade monitors. We would also like to make much needed improvements in our overflow/Council workshop rooms to update the projectors and add assistive listening devices.

Additionally, we would like to replace the poor fluorescent lighting in the Council Chamber with LED lighting to improve visibility and camera recording of the council meetings.

Part of this request is also for updating the CAD drawings and documentation regarding new A/V equipment.

The work will require programming of the control system for control as well as installation of all components.

Attached you will find the breakdown.

Thank you,

David McCoy
IT Manager
City of Rancho Cordova

**MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2017-18**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: CITY OF RANCHO CORDOVA										
CONTROL ROOM / COUNCIL CHAMBERS										
1		Magnavox MDR865H HD DVR/DVD HDD 500GB ATSC Tuner	4	\$ 385.00	\$ 1,540.00	\$ 154.00				\$ 1,694.00
2		PREVIEW Quad 4 LCD SD Rack Mount Monitors	1	\$ 1,538.46	\$ 1,538.46	\$ 153.85				\$ 1,692.31
3		Atlas Sound 16 Channel Active Audio Monitor Panel	1	\$ 1,884.61	\$ 1,884.61	\$ 188.46				\$ 2,073.07
4		SDI Audio embedder (For HD Side) Blackmagic Audio to SDI	2	\$ 255.71	\$ 511.42	\$ 51.14				\$ 562.56
5		Radio Design Labs RU-ADA8D 8 Channel Stereo Audio Distribution Amplifier	1	\$ 460.00	\$ 460.00	\$ 46.00				\$ 506.00
6		Sony Camera Controller	1	\$ 1,612.19	\$ 1,612.19	\$ 161.22				\$ 1,773.41
7		Ensemble Designs ENDE-BE72 BrightEye 72 SDI to HDMI Converter	1	\$ 747.14	\$ 747.14	\$ 74.71				\$ 821.85
8		1x6 Distribution Amps: AJA HD10DA	2	\$ 428.57	\$ 857.14	\$ 85.71				\$ 942.85
9		HD to USB Video Converter	1	\$ 857.14	\$ 857.14	\$ 85.71				\$ 942.85
10		Crestron® Certified HDMI® to DVI Interface Cable, 6 ft.	1	\$ 35.71	\$ 35.71	\$ 3.57				\$ 39.28
11		Lutron Lighting RS-232 Control Interface	1	\$ 571.42	\$ 571.42	\$ 57.14				\$ 628.56
12		Video Streaming Encoder	1	\$12,000.00	\$ 12,000.00	\$ 1,200.00				\$ 13,200.00
13		Power Distribution	1	\$ 142.85	\$ 142.85	\$ 14.29				\$ 157.14
14		1x2 HDMI Distribution Amplifier (4Kx2K) (Clerk PC)	1	\$ 255.71	\$ 255.71	\$ 25.57				\$ 281.28
15		Avocent SV220H-001 2-port desktop KVM, HDMI	1	\$ 320.00	\$ 320.00	\$ 32.00				\$ 352.00
16		Dell OptiPlex 7050 Micro PC	1	\$ 1,121.19	\$ 1,121.19	\$ 112.12				\$ 1,233.31
17		APC UPS Replacement Battery	1	\$ 369.99	\$ 369.99	\$ 37.00				\$ 406.99
18		LED Lighting Installation in Council Chambers per City Approved Plan	1	\$75,405.00	\$ 75,405.00	\$ 7,540.50				\$ 82,945.50
LOBBY										
18		NEC 55 LED Flats Screens	3	\$ 1,093.84	\$ 3,281.52	\$ 328.15				\$ 3,609.67
19		1x8 HDMI Distribution Amplifier (4Kx2K) For CC	1	\$ 667.14	\$ 667.14	\$ 66.71				\$ 733.85
20		4K/UHD HDMI Over HDBaseT Receiver with Control and PoE For CC	3	\$ 214.27	\$ 642.81	\$ 64.28				\$ 707.09
AMERICAN RIVER ROOMS										
21		Panasonic 1-Chip DLP™ 10,000 Lumen 1920 x 1200 Laser Projector	2	\$20,978.57	\$ 41,957.14	\$ 4,195.71				\$ 46,152.85
22		Listen Tech/LS-58-072 Listen iDSP Advanced Level III Stationary RF System	1	\$ 2,280.60	\$ 2,280.60	\$ 228.06				\$ 2,508.66
23		Listen Tech/LS-58-072 Listen iDSP Advanced Level III Stationary RF System	1	\$ 1,978.36	\$ 1,978.36	\$ 197.84				\$ 2,176.20
COMMUNITY BOARD ROOM										
24		Barco PGWU-62L 6,000 ANSI lumens, WUXGA, DLP laser phosphor projector	1	\$11,244.61	\$ 11,244.61	\$ 1,124.46				\$ 12,369.07
25		R9832756 PG LENS (WUXGA 1.52-2.92:1)	1	\$ 2,007.69	\$ 2,007.69	\$ 200.77				\$ 2,208.46
26		Cables & Connectors Misc Hardware	1	\$ 500.00	\$ 500.00	\$ 50.00				\$ 550.00
MISCELLANEOUS										
27		CAD & Documentation Updates	1	\$ 1,200.00	\$ 1,200.00	\$ 120.00				\$ 1,320.00
28		Control/DSP System Programming	1	\$ 3,750.00	\$ 3,750.00	\$ 375.00				\$ 4,125.00
29		Project Management	1	\$ 400.00	\$ 400.00	\$ 40.00				\$ 440.00

30	Installation Labor		1	\$ 6,750.00	\$ 6,750.00	\$ 675.00	\$ 7,425.00
31	Shipping & Handling		1	\$ 1,945.00	\$ 1,945.00	\$ 194.50	\$ 2,139.50
Sub-Total:							
Sales Tax - Use Tax Rate for Member Agency:							
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL:							
							\$ 196,718.32
							\$ 8,216.67
							\$ 204,935.00

 Signature

 Date

David McCoy - IT Manager
 Name & Title

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.



City Of Rancho Cordova
Proposal #: 2024-1
4-21-17

Dave McCoy
City Of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

Subject: COUNCIL CHAMBERS – UPGRADE BUDGET 2017/2018

Dave,

Per our site meetings, I have prepared this proposal to implement the required audio visual system upgrades for the City Council Chambers. This proposal includes the scope of work, system implementation, system costs, and schedule. I look forward to receiving your authorization to proceed.

SCOPE OF WORK

Proud AV, Inc. will furnish all Labor and Materials necessary to provide a fully functionally Audio Visual System.

COUNCIL CHAMBERS

AV Control Room:

1. Remove existing (4) DVD recorders.
2. Install (4) new Magnavox MDR865H HD DVR/DVD HDD 500GB DVD recorders.
3. Install (1) PreVIEW Quad 4 LCD SD Rack Mount Monitors for monitoring the composite video loop outs of each DVD recorder.
4. Install (1) Atlas Sound 16 Channel Active Audio Monitor Panel for monitoring the audio loop outs of each of the DVD recorders.
5. Install (2) Blackmagic Audio to SDI embedders in signal chain (For HD Side).
6. Install (2) Radio Design Labs RU-ADA8D 8 Channel Stereo Audio Distribution Amplifiers.
7. Install (1) new Sony RM-BR300 Camera PTZ Controller.
8. Install (2) AJA Video HD10DA 1 x 6 SDI distribution amplifiers.
9. Remove existing Video Streaming Encoder.
10. Install new Video Streaming Encoder.
11. Install Lutron control interface to integrate lighting control with Crestron control system.
12. Install (1) HDMI to USB Video Converter to connect broadcast HDMI video feed to (OFE) PC for WebEx, or GotoMeeting streaming applications.
13. Crestron programming – Change "Broadcast ON/OFF" button functionality. Leave audio from microphones always connected to Metro Cable.
14. Provide Crestron programming for calling up lighting control presets on all touch panels.
15. Provide updated system documentation - Create updated Video, Audio, and Control CAD AV system schematics.

Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes.

Community Board

1. Remove (1) existing Barco PHWU-51B projector.
2. Install (1) Barco PGWU-62L 6,000 ANSI lumens, WUXGA, single-chip DLP laser phosphor projector.
3. Update Crestron control system control code for new projector.
4. Provide updated system documentation - Create updated Video, Audio, and Control CAD AV system schematics.

American River Rooms

North Room:

1. Remove (1) existing Barco PHWU-81B projector.
2. Install (1) new Panasonic PT-RZ770BU 1-Chip DLP™ 7000 Lumen 1920 x 1200 Laser Projector.
3. Install (1) Listen Tech/LS-58-072 Listen iDSP Advanced Level III RF Assistive Listening System (72 MHz) to include (1) transmitter (4) receivers, (4) over the ear speakers, and ADA signage.
4. Update Tesira DSP audio programming, adjustments and tuning for Assistive Listening System.
5. Update Crestron control system control code for new projector.

South Room:

1. Remove (1) existing Barco PHWU-81B projector.
2. Install (1) new Panasonic PT-RZ770BU 1-Chip DLP™ 7000 Lumen 1920 x 1200 Laser Projector.
3. Install (1) Listen Tech/LS-58-072 Listen iDSP Advanced Level III RF Assistive Listening System (72 MHz) to include (1) transmitter (4) receivers, (4) over the ear speakers, and ADA signage.
4. Update Tesira DSP audio programming, adjustments and tuning for Assistive Listening System.
5. Update Crestron control system control code for new projector.
6. Provide updated system documentation - Create updated Video, Audio, and Control CAD AV system schematics.

Lobby

1. Remove (3) Existing 50 inch LED displays.
2. Install (3) NEC E505 55 inch 1920 x 1080 Commercial Grade LED Flats Screen displays.
3. Replace any HDMI distribution equipment necessary to allow for Closed Captioning to pass through to displays.
4. Update Crestron control system control code for new displays.

Proud Audio Visual

www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFO purposes.

SYSTEM COST

Qty	Description	Manufacture	Model	Price	Ext. Price
Council Chambers					
4	Magnavox MDR865H HD DVR/DVD HDD 500GB ATSC Tuner	Magnavox	MDR865H	\$385.00	\$1,540.00
1	PreVIEW Quad 4 LCD SD Rack Mount Monitors	Vaditec	999-5500-004	\$1,538.46	\$1,538.46
1	Atlas Sound 16 Channel Active Audio Monitor Panel	Atlas Sound	MVXA-2016	\$1,884.61	\$1,884.61
2	SDI Audio embedder (For HD Side) Blackmagic Audio to SDI	Blackmagic		\$255.71	\$511.42
1	Radio Design Labs RU-ADA8D 8 Channel Stereo Audio Distribution Amplifier	RDL	RU-ADA8D	\$460.00	\$460.00
1	Sony Camera Controller	Sony	RM-BR300	\$1,612.19	\$1,612.19
1	Ensemble Design ENDE-BE72 BrightEye 72 SDI to HDMI Converter	BrightEye	ENDE-BE72	\$747.14	\$747.14
2	1x8 Distribution Amps: AJA HD10DA	AJA	HD10DA	\$428.57	\$857.14
1	HD to USB Video Converter	Crestion	HD-CONV-USB-100	\$857.14	\$857.14
1	Crestion® Certified HDMI® to DVI Interface Cable, 6 ft	Crestion	CBL-HD-DVI-6	\$35.71	\$35.71
1	Lutron Lighting RS-232 Control Interface	Lutron		\$571.42	\$571.42
1	Video Streaming Encoder			\$12,000.00	\$12,000.00
1	Power Distribution			\$142.85	\$142.85
1	1x2 HDMI Distribution Amplifier (4Kx2K) (Clerk PC)	Altona	AT-HDDA-2	\$255.71	\$255.71
1	Avocent SV220H-001 2-port desktop KVM, HDMI	Avocent	SV220H-001	\$320.00	\$320.00
Lobby					
3	NEC 55 LED Flats Screens	NEC	E605	\$1,053.84	\$3,281.52
1	1x8 HDMI Distribution Amplifier (4Kx2K) For CC	Altona	AT-HDDA-8	\$667.14	\$667.14
3	4K/4HD HDMI Over HDBaseT Receiver with Control and PoE For CC	Altona	AT-UHD-EX-70C-RX	\$214.27	\$642.81
AR Rooms					
2	Panasonic 1-Chip DLP™ 10,000 Lumen 1920 x 1200 Laser Projector	Panasonic	PT-RZ970BU	\$20,978.57	\$41,957.14
1	Listen Tech LS-58-072 Listen iDSP Advanced Level III Stationary RF System	Listen Tech	LS-58-072	\$2,280.60	\$2,280.60
1	Listen Tech LS-58-072 Listen iDSP Advanced Level III Stationary RF System	Listen Tech	LS-57-072	\$1,978.36	\$1,978.36
Community Conference Room					
1	Barco PGWU-62L 6,000 ANSI lumens, WUXGA, DLP laser phosphor projector	Barco	PGWU-62L	\$11,244.61	\$11,244.61
1	R9832756 PG LENS (WUXGA 1.52-2.92 1)	Barco	R9832756	\$2,007.69	\$2,007.69
1	Cables & Connectors Misc Hardware			\$500.00	\$500.00

Equipment & Materials Subtotal : **\$87,533.66**
 CA Sales Tax (8.25%): **\$7,221.53**
 Shipping & Handling: **\$1,925.74**

EQUIPMENT & MATERIALS TOTAL: \$96,680.93

Design Engineering: \$0.00
 Field Engineering: \$0.00
 CAD & Documentation Total: \$1,200.00
 Control/DSP System Programming: \$3,750.00
 Project Management: \$400.00
 Rack Fabrication: \$0.00
 Installation: \$6,750.00

TECHNICAL SERVICES LABOR TOTAL: \$12,100.00

GRAND TOTAL: \$108,780.93

Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes

PAYMENT TERMS

- 30% Deposit
- 30% Upon Delivery Of Equipment
- 40% Due Upon Completion

All Invoices will be paid NET 30.

On approval of this proposal, please forward a copy of the signed last page to me. Work will proceed on receipt of a signed copy of this proposal, purchase order and a deposit check.

CHANGE ORDERS

Change orders requiring any equipment to be returned are subject to a 20% restocking fee plus shipping & handling charges.

ATTORNEY'S FEES

In the event the parties become involved in any court action or litigation with each other arising out of this Contract or other performance thereof in which the services of an attorney and/or other consultants are reasonably required, the prevailing party shall be fully compensated for the cost of its participation in such proceedings, including the costs incurred for attorneys' fees and consultants' fees. Unless judgment goes by default, the attorneys' fee and consultants' fee award shall not be computed in accordance with any court schedule, but shall be such as to fully reimburse all attorneys' fees and consultants' fees actually incurred by the prevailing party, in good faith, regardless of the size of the judgment, it being the intention of the parties to fully compensate the prevailing party for all attorneys' fees and consultants' fees paid or incurred in good faith.

SCHEDULE

We anticipate completion of the project on the following schedule:

- | | |
|--|-----------|
| • Receipt of Client authorization to proceed | TBD |
| • Lead Time For Arrival Of Equipment & Materials | 2-4 Weeks |
| • On Site Installation | 10 Days |
| • System Programming, Tuning & Adjustments | 5 Days |
| • Final Acceptance & System Training | 1 Day |

Work in room will be scheduled for full consecutive 8 hours days Monday – Friday 8am to 5pm. The installation will be completed in phases to minimize down time between meetings.

We will work with you to finalize a schedule that meets the implementation requirements of the project.

Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, and is to be used for RFP or RFQ purposes

EXCLUSIONS

The following work is not included in our scope of work:

- Conduits & Electrical Boxes
- Weather Protection Speaker Enclosures
- Digging Trenches For Cables
- Removal Of Existing Speakers and Poles
- Removal Of Existing Projection Screens
- Permits (unless specifically provided for elsewhere in the contract).
- Acoustical Wall Treatments
- T-Bar Ceiling Modifications

STANDARD WARRANTY

The Proud Audio Visual standard warranty on workmanship (*Install Labor, Cable & Terminations*) is (90) days from Final Acceptance. All manufacturers' warranties will begin at Final Acceptance, and are subject to their respective terms and conditions. Most equipment in this proposal offers a one year parts and labor warranty.

This Warranty excludes damage to system components caused by, acts of God, abuse or damage caused by the miss-use/operation or handling of equipment, wear and tear items such as lamps and filters.

SUMMARY

We are confident that our participation on this project will contribute to its ultimate success. We appreciate the opportunity to submit this proposal package and look forward to your authorization to proceed. Please feel free to contact me anytime if you have questions.

Sincerely,



Bill Proud, DMC-E-4K, CTS

Proud Audio Visual

Main: 800.875.9121

Cell: 916.835.0223

Fax: 916.728.2910

bill@ProudAudio.com

www.ProudAudio.com

Contractor License # 845056

AUTHORIZATION TO PROCEED

By my signature, I indicate that I have read and accept, on behalf of my organization, the entirety of the above Scope of Work, and all of the Exclusions shown in this proposal, as they relate to the project.

Client Approval

Name/Title (please print)

Date

Proud Audio Visual
www.ProudAudio.com

Main: 800.875.9121 | Fax: 916.728.2910

The information in this proposal is confidential and is intended for client review only, not to be used for RFP or RFQ purposes.

4/21/2017 12:46:26 PM

Cart Contents

Item	Quantity	Estimated Ship Date	Price
 <p>OptiPlex 7050 Micro - Great value and in-stock for fast shipping OptiPlex 7050 MFF Premier Discount</p> <p>Add to List</p>	1	4/26/2017	\$1,537.00 (\$491.84) <hr/> \$1,045.16
 <p>Dell OptiPlex Micro VESA Mount Dell OptiPlex Micro VESA Mount Manufacturer Part#: 8WK6M Dell Part#: 462-88BP</p>	1	4/21/2017	\$29.99 (\$4.65) <hr/> \$25.34
 <p>Dell External USB Slim DVD+-RW Optical Drive Dell External USB Slim DVD+-RW Optical Drive Manufacturer Part#: DTJ5R Dell Part#: 429-AAUX</p>	1	4/21/2017	\$59.99 (\$9.30) <hr/> \$50.69

Subtotal	\$1,121.19
Estimated Shipping	\$0.00
Estimated Tax	\$74.98
Total	\$1,196.17

Print Cart

Items are subject to change without notice. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document.

Some Dell offers are limited quantities. Only available while stocks last. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document.

Some Dell offers are limited quantities. Only available while stocks last. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document.

Some Dell offers are limited quantities. Only available while stocks last. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document.

Some Dell offers are limited quantities. Only available while stocks last. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document. Dell is not responsible for any errors or omissions in this document.



CHECKOUT: ORDER REVIEW



LOG ON

SHIPPING ADDRESS

SHIPPING METHOD

BILLING & PAYMENT

REVIEW & PLACE ORDER

Place Order

Review your order

Shipping Address

City of Rancho Cordova
Attn To: David Mccoy
2729 Prospect Park Drive
Rancho Cordova, CA - 95670

Edit

Shipping Method

Carrier
UPS Ground (2-3 days)

Edit

Billing Address

City Of Rancho Cordova
Attn To:Accts Payable
2729 Prospect Park Dr
Rancho Cordova, CA - 95670-6291

Edit

Payment Method

Net Terms
You have selected the Net Terms payment option. If you have not been approved for Verbal PO, you must fax a corresponding purchase order to your account manager at 847.371.7773 for your order to be processed.

Edit

FEEDBACK

For Your Reference

P.O. Number/Description *

1234

Customer Notes

250 characters remaining

Cost Center Code

Notes will appear on invoice(s) for your reference only and will not be read by your account manager. CDW is not responsible for comments entered in this field.

Quote/Order Source

[Empty text box for Quote/Order Source]

* Required Information

Product



APC RBC43 Replacement Battery Cartridge

CDW Part #

645694

Availability

In Stock

Qty

1

Unit Price

\$358.89

Extended Price

\$358.89

250.00

Edit Order

Subtotal

\$358.89

Shipping

\$19.66

Sales Tax

\$29.61

Grand Total

\$408.16

ATTENTION NEW FEDERAL CUSTOMERS:

If tax appears on your order, it will be deleted when the order is processed.

No tax will be charged.

Place Ord



[Site Map](#) | [Privacy Policy](#) | [Terms and Conditions](#)

CHANNEL LICENSEE NAME: CAPITAL PUBLIC RADIO

Fiscal Year 2017-18 Funding Requests (Operations & PEG Equipment/Facilities)

Description	GENERAL FUND		PEG FEE FUND		GRAND TOTAL
	Operations / Capital Fac. / Equip. Base	GENERAL FUND TOTAL	PEG Equipment / Facilities Base	One-Time PEG Equipment	
General Fund: Operations Base	\$ 18,962.00	\$ 18,962.00			\$ 18,962.00
General Fund: Capital Facilities/Equip Base	\$ -	\$ -			\$ -
PEG Fund: Facilities / Equipment Base	\$ -	\$ -		\$ 8,320.50	\$ 8,320.50
PEG Fund: One-Time Equipment	\$ -	\$ -			\$ -
TOTAL FISCAL YEAR 2017-18 FUNDING REQUEST:					\$ 27,282.50



Signature

April 21, 2017

Date

Rick Eytcheson, President & General Manager
Name & Title

Please attach vendor quotes / supporting documentation for all of the items requested above.

PROPOSAL

Andrade
ELECTRIC, INC
3245-A FITZGERALD ROAD
RANCHO CORDOVA, CA 95742
CONT. LIC. # 680568

Ph: 916-635-4082 Fax: 916-635-9237

City of Rancho Cordova

2729 Prospect Park Drive
Rancho Cordova, Ca 95760
Attn: Tim Walson
twalson@cityofranchocordova.org

RANCHO CORDOVA CITY HALL
COUNCIL CHAMBERS

2729 PROSPECT PARK DRIVE

RANCHO CORDOVA, CA 95742

SCOPE: ELECTRICAL INSTALL AS PER SPECIFICATIONS PROVIDED
"THIS IS NOT A DESIGN BUILD PROJECT"

PHONE NUMBER 916-651-8875
FAX 916-651-8872

DATE
MAY 19, 2017

We hereby submit specifications and estimates for Electrical materials & services.

DEMO:

1. DEMO EXISTING 2X2, 1X2, RECESSED DOWN LIGHTS & EXISTING LIGHTING CONTROLS AS PER PLANS
2. MISC. BRANCH ABOVE CEILING THAT IS NO LONGER NEEDED WITH NEW LIGHTING CONTROLS
3. PROPERLY PREPARE FIXTURE - DISASSEMBLE & DISPOSE OF BALLASTS AND LAMPS

SUPPLY & INSTALL:

4. NEW 2X2, 1X2 & RECESSED LED LIGHTING PACKAGE AS PER SPECIFICATIONS
5. LIGHTING REP SUBSTITUTED TYPE "D" - REQUIRES A REMODEL CAN LIGHT
6. INSTALL NEW LIGHTING AS PER PLANS & SPECIFICATIONS PROVIDED
7. SHEETS E0.01, E0.02, E0.03, E2.01 & E2.02 NO DELTA 05-01-17
8. NEW GRAFIK EYE QS WITH ECOSYSTEM W/ REQUIRED BUSS CABLES - AS SPECIFIED
9. 3 HOURS OF TRAINING & START UP OF NEW LIGHTING CONTROLS
10. DAILY CLEAN UP - ROOM TO BE CLEARED PRIOR TO START OF WORK
11. PREVAILING WAGE / CERTIFIED PAYROLL INCLUDED

COST ADDER: \$1,215.00

AUTHORIZED SIGNATURE _____

12. (2) EACH DISPATCH PROFESSIONALS CLEANING CREWS TO THOROUGHLY CLEAN THE SPACE
13. ROOM TO BE CLEARED PRIOR TO CLEANING

NOTE:

- > **COST ADDER IS NOT INCLUDED IN TOTAL PRICE PROPOSED BELOW - SIGN TO AUTHORIZE**
- > ALL LIGHT FIXTURE ARE TO REPLACE EXISTING IN PLACE W/ NO STRUCTURAL OR MATERIAL MODIFICATIONS - N.I.C.
- > ALL WORK TO BE COMPLETED DURING NORMAL WORKING HOURS
- > NO ALLOWANCE FOR ANY SHEET ROCK OR T-BAR MODIFICATIONS
- > NO ALLOWANCE FOR ANY TOUCH UP PAINTING
- > NO ALLOWANCE FOR ACCELERATED INSTALL SCHEDULE DUE TO LIGHTING SHIPPING DELAYS
- > NO ALLOWANCE FOR THIRD PARTY TITLE 24 LIGHTING COMPLIANCE FINAL INSPECTION
- > NO ALLOWANCE FOR ANY DELAYS FOR CITY PERMIT OR INSPECTIONS
- > NO PLANS OR PERMITS - NOT IN SCOPE OF WORK

ITEMS EXCLUDED FROM THIS PROPOSAL

1. THE APPLYING FOR OR THE PULLING OF ANY ELECTRICAL PERMITS - TENANT TO PULL PERMIT & PAY FEES
2. NEW UTILITY SERVICE METER OR COUNTY APPLICATIONS
3. WORK OR MOVE IN DELAYS DUE TO ANY COUNTY BUILDING DEPARTMENT PERMIT PROCESS DELAYS
4. ANY OVER-TIME, AFTER HOURS OR ACCELERATED SCHEDULING
5. PROVIDING OF ANY EMERGENCY POWER U.P.S. OR BACK UP GENERATORS
6. DATA, COMMUNICATIONS OR PHONE CABLING, EQUIPMENT, TERMINATIONS, LADDER RACKING OR SUPPORTS (U.N.O.)
7. FIRE ALARM CONDUIT, WIRING, PULL STATIONS, STROBES, DACT, POWER SUPPLY, BATTERIES & F.A.C.P.
8. FIRE SUPPRESSION SYSTEM AND/OR EQUIPMENT
9. H.V.A.C. EQUIPMENT, STARTERS, RELAYS OR CONTROL WIRING
10. UTILITY COMPANY OR INSPECTION FEES
11. ENGINEERED APPROVED PLANS & PERMIT OR ANY FEE'S INCURRED
12. CONTAINER FOR DISPOSAL OF REMOVED MATERIALS
13. REMOVAL OR DISPOSAL OF ANY HAZARDOUS MATERIALS
14. ANY X-RAYING OF CONCRETE FLOORS, CEILINGS OR WALLS
15. PATCHING OF ANY CONCRETE, SHEET ROCK OR CEILING TILE

Customer agrees to pay on all accounts a 1 1/2% per month (18% per annum) charge on amounts 30 days past due as well as any attorney fees and/or collection fees if action or suit is brought by Andrade Electric, Inc. to collect any amount due.

WE PROPOSE hereby to furnish material and labor-complete in accordance with these specifications, for the sum of:

SEVENTY - FIVE THOUSAND FOUR HUNDRED FIVE AND 00/100 ----- dollars **\$75,405.00**

Payable as follows: **Invoices presented by the 20th of the month, due and payable before the tenth of the following month.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation or from above Specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon Strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Acceptance of Proposal- The above prices, specifications and conditions are hereby accepted
You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized
Signature *Ralph J. Andrade*
RALPH J. ANDRADE

NOTE: This proposal may be withdrawn
by us if not accepted within 10 days.

Signature _____

Date of Acceptance: _____



6/8/2017 14:45

RECEIPT
CITY OF RANCHO CORDOVA

Register ID: CH_REG1
Cashier: MESQUIVEL
Tran Date: 6/8/2017 2:45:04 PM
Tran # 44980
Payer: CITY OF RANCHO CORDOVA

DESCRIPTION	AMT DUE	AMT PAID
AP# 562989		
Fee: PME Impact(
Green Building Or		
dinance Fee)	\$3.60	\$3.60
AP# 562989		
Fee: PME Impact(
Green Building Ad		
min Fee)	\$0.40	\$0.40
AP# 562989		
Fee: PME Impact(
General Plan Cost		
Recovery Fee)	\$51.32	\$51.32
AP# 562989		
Fee: PME Permit(
PME Permit Fee)	\$907.00	\$907.00

CREDIT	\$962.32	

Subtotal:	\$962.32	
Tax:	\$0.00	
Total:	\$962.32	
Payment:	\$962.32	
Change:	\$0.00	

Thank you for your Payment!



BUILDING & SAFETY DIVISION
 2729 Prospect Park Drive | Rancho Cordova, CA 95670
 Phone: (916) 851-8760 | Fax: (916) 851-8762
 www.cityofranhocordova.org

Fee Summary

Printed 06/08/2017

JOB ADDRESS	PERMIT #: 562989
2729 PROSPECT PARK DR , CA Cross Street: White Rock Rd.	PERMIT TYPE: PME (COMMERCIAL)
	WORK TYPE: NEW
	APN: 072-0610-053-0000
OWNER INFORMATION	LOT #:
CITY OF RANCHO CORDOVA 2729 Prospect Park Dr Rancho Cordova, CA 95670	ZONING: OPMU
	SUBDIVISION NAME:
CONTRACTOR INFORMATION	DESCRIPTION: City Of Rancho Corodova / Chamber Offices / Upgrade Led Lighting
	CONSTRUCTION VALUATION: \$78,000.00

	Total Estimated Fees	Current Due	Fees Paid	Credits	Date Paid
General Plan Cost Recovery Fee	\$51.32	\$51.32	\$0.00	\$0.00	
Green Building Admin Fee	\$0.40	\$0.40	\$0.00	\$0.00	
Green Building Ordinance Fee	\$3.60	\$3.60	\$0.00	\$0.00	
PME Permit Fee	\$907.00	\$907.00	\$0.00	\$0.00	
	<u>\$962.32</u>	<u>\$962.32</u>	<u>\$0.00</u>	<u>\$0.00</u>	

Amount Due: \$962.32

Refunded Fees Total: \$0.00

CITY OF RANCHO CORDOVA
PAID
 JUN 08 2017
 FINANCE DEPT.
 RANCHO CORDOVA, CA



431 30th Street
 Sacramento, CA 95816
 916-256-2460

Invoice

Date	5/25/2017
Invoice #	E087-01

Revised

05/31/2017 10:46:03 AM

Bill To	
City of Rancho Cordova 2729 Prospect Park Dr Rancho Cordova, CA 95670 Attn: Tim Watson	
Architect #	CRC #34-2017
Project Number	E087 - Council Chambers Lighting
Project Name	City of Ranch Cordova Council Chambers Lighting
Engineering Services May 1 through 31, 2017	

Description	Phase	Contract Amount	Prior Billed	Hours	Rate	Amount
CD Phase Principal Engineer Adjustment	Construction Documents	6,000.00		20	195.00	3,900.00
	Construction Documents			13.75	155.00	2,131.25
	Construction Documents					-31.25
Plan Review and Bidding Principal Engineer Adjustment	Permitting/Bid	2,000.00		4	195.00	780.00
	Permitting/Bid			8	155.00	1,240.00
	Permitting/Bid					-20.00
CA Phase Principal Engineer Adjustment	Construction Administration	2,500.00		6.5	195.00	1,267.50
	Construction Administration			8	155.00	1,240.00
	Construction Administration					-7.50

Total This Invoice	\$10,500.00
---------------------------	--------------------

SACRAMENTO

July 10, 2017,

Sacramento Metropolitan Cable Television Commission
Robert Davidson, Executive Director
799 G Street, 4th Floor
Sacramento, CA 95814-1211

Re: **City of Sacramento – FY 2017-18 PEG Fee Funding Request,
City Hall Council Chambers and Closed Session Room AV Upgrade**

Dear Mr. Davidson:

The City of Sacramento is requesting **\$ 75,547.00** in FY 2017-18 PEG fee funding from the Sacramento Metropolitan Cable Television Commission. The funding will allow the City to install two High Definition Laser Light Video Projectors inside the City of Sacramento's Council Chambers. This is needed due to the age of the existing projectors, older interfaces on the projectors, and will have the added benefit of eliminating the need to replace costly projector lamps every two years. The request will also fund a remote and secured interface for a council member to be able to participate in Council Meetings remotely. Currently, this has been accomplished by using a desktop phone and a remote microphone. Additionally, we are seeking funding to enable our Council Chambers Audio Video controls system to operate independent of our Council Chambers Closed Session Room. Currently, the one audio video control system is tied to both rooms. The last item the city is seeking funding for is a broadcast quality video IP encoder. The encoder will enable the City of Sacramento to stream Council or Board meetings over our existing data networks when our elected officials have joint meetings. The encoder can also provide a backup connection to our dedicated fiber that is used to extend the audio and video Program feed to Sacramento Metro Cable.

High Definition Projection System Upgrade - The upgrade of the Council Chamber video projection system, is estimated to cost \$23,800.00. As mentioned above, this upgrade will allow the city to operate the two presentation projectors without the concern of lamp replacement. Current lamps in the projectors are rated at 2000 operational hours before requiring replacement. The replacement of such lamps typically cost the City \$2,000. The new projectors lamps are rated at 20,000 hours of operation. The new Projection System will also allow the City to interface to portable devices with much higher resolutions. The typical resolution for portable devices are much higher than what our current projectors can natively present. This can cause derogation in presentation quality. Our audio video integrator, Better Presentation Systems, has provided a quote for the projector upgrade including installation, and calibration. The City is requesting FY17-18 PEG funding for the two projectors and integration.

Audio and video Calling for Remote Participants – We have received requests over the last few years to implement a solution that would allow council members to join a meeting remotely. In the past, we used a desk phone and a separate microphone controlled by dedicated staff to allow council members to join the meeting. We would like to implement a permanent solution that will allow for the direct integration of remote council members to join the meeting using dedicated and secured audio and video feeds. The device, NewTek TalkShow VS 4000, uses Skype and will be integrated directly into our video and audio production switcher. This would allow council members a direct feed and the ability to communicate directly, during council meetings, with fellow members and attendees. The cost for the TalkShow VS 4000 is listed at \$7,995.00 The City is requesting FY17-18 PEG funding for this product and integration.

Council Chambers, Closed Session Room Audio Video Crestron Controller- This upgrade will allow for independent operation of our Council Chambers Audio Video system from our Council Chambers Closed Session room. Both rooms are used by our council members and are part of the chambers, however the current audio video control system headend ties both rooms together. To separate the rooms operation, a separate control head will need to be integrated into the Chamber's Closed Session room. This upgrade will add the control head and separate management interfaces. A breakdown of the upgrade has been provided and is estimated at \$22,311.00. The City is requesting FY17-18 PEG funding for the room modifications.

Broadcast Quality Audio and Video IP Encoder – The city would also like to take advantage of the data network connectivity between the City of Sacramento and Sacramento County. By integrating a Broadcast Quality IP Encoder, we will have the means to stream a joint City and County meeting. This need has come up recently and required City audio video support staff to re-modulate a cable TV signal to distribute to our internet streaming service and in-house cable distribution system. This created a much lower quality video distribution stream. A broadcast quality IP encoder is an ideal solution for joint meetings. An IP encoder can also act as a backup stream in the event the dedicated fiber connection gets disrupted. This has occurred and required both agencies to look for a solution. The cost for the recommended IP encoder and decoder, Matrox Maeve H.264, is \$1,190.00. The City is requesting FY17-18 PEG funding for this product.

Metro Cable recommendations- The city, after being consulted by Metro Cable, would like to add the following Audio Video support items to our request. The Audio Video hardware and firmware will support both our Historic and Primary Council Chambers. The equipment consists of Qty 2, triple monitors for video recordings in our council chambers as well as an audio meter monitor. Upgrades to our existing Tektronics Waveform monitors. One 17 inch rack monitor for our historic chambers and two Distribution Amps, one for video and one for audio. We would also need one audio embedder for adding audio to our HD-SDI signals.

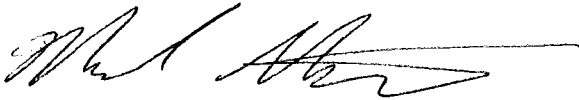
The City is requesting funding for an Audio Video Consultant. The Consultant will help draft recommendations needed as the basis of an RFP to upgrade the remaining Video Production and Presentation Hardware and Software needed in the City of Sacramento's Council Chambers. This is an extension of our PEG 2016-17 request for consultant services. We have not been invoiced during FY16-17 and will seek reimbursement. Cost for Audio Video Consultant Services is \$4900.

FY 2017-18 PEG FEE Funding Needs:

The combined installation and commissioning of the Video Projection Equipment, the Remote Caller Integration, Council Chambers and Closed Session Room Audio Video controller separation, IP Video and Audio Encoder, and project contingency total is noted below:

- | | |
|---|-------------|
| 1. Video Projection Equipment | \$22,008.00 |
| 2. Remote Caller Integration System, TalkShow | \$7,995.00 |

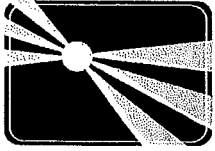
Sincerely,

A handwritten signature in black ink, appearing to read 'Manuel Martinez', with a long horizontal flourish extending to the right.

Manuel Martinez
IT Supervisor
City of Sacramento

Enc. Member Agency PEG Fee Funding Request Form (FY 2016-17)
Better Presentations Systems, Projector Upgrade Quote
Better Presentation Systems, Council Chambers-Closes Session Room AV Upgrade Quote
B&H Photo TalkShow VS 4000
B&H Photo Matrox Maevox H.264

CC: Shirley Concolino, City Clerk
Maria MacGunigal, CIO
Stephanie Mizuno, Council Operations Manager
Darin Arcolino, IT Manager



Better Presentation Systems, Inc.

2008 Opportunity Drive Suite 170 - Roseville, CA 95678 -
Phone: (916) 782-6444 - Fax: (916) 782-8811

QUOTE

Date	Quote #
04/19/17	BPSQ5596

Bill To: City of Sacramento
Efrain Morales
12212 Fair Oaks Blvd
Apt. 78
Fair Oaks, CA 95628
U.S.A.

Ship To: Better Presentation Systems

2008 Opportunity Dr
Suite 170
Roseville, CA 95678

This quote is for simply replacing two (2) Panasonic projectors with two Panasonic laser projectors. Any additional parts or programming costs will be additional.

Terms	Rep	P.O. Number	Ship Via
Net 30	Joshua Towne		Bestway

Ln #	Qty	Description	Unit Price	Ext. Price
1		Display System		
2	2	Panasonic 7,200 Lumens, WUXGA Resolution (1,920 x 1,200), DLP, Laser Projector, Black (MSRP \$19,949.00)	\$9,750.00	\$19,500.00
3	4	Miscellaneous Hardware, Cables, Connectors, Etc.	\$100.00	\$400.00
4		SubTotal		\$19,900.00
5		Running SubTotal		\$19,900.00
6		Labor		
7	16	Prevailing Wage Field Labor	\$95.00	\$1,520.00
8	6	AV Equalization and Commissioning	\$98.00	\$588.00
9		SubTotal		\$2,108.00
			SubTotal	\$22,008.00
			Sales Tax	\$1,641.75
			Shipping	\$150.00
			Total	\$23,799.75

Thank you for this opportunity. This quote will be good for 30 days. If you have any questions please don't hesitate to call me at:

(916) 782-6444 Ext 226

or Email:

Joshua@betterAVsystems.com

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - GENERALLY ALL HARDWARE COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR ON A DEPOT BASIS - MINIMUM 20% RESTOCKING FEE WITH ORIGINAL PACKAGING.



Search



DealZone
DON'T MISS OUT!



Hello, [Log in](#)

[My Account](#) ▾



[My Cart](#) ▾

[Photography](#) [Computers](#) [Pro Video](#) [Lighting](#) [Pro Audio](#) [Mobile](#) [TVs & Entertainment](#) [Camcorders](#) [Surveillance](#) [Optics & Outdoor](#) [Audio-Visual](#) [Used](#) [Specials](#)

Free Expedited Shipping* to Sacramento [Details](#) ▾

[Home](#) / [Professional Video](#) / [Studio & EFP Equipment](#) / [Video Servers](#) / [Streaming Media Solutions & Servers](#) / [NewTek FG-001394-R001](#)

NewTek TalkShow VS 4000 Multi-Channel Video Calling System

B&H # NETSVS4000 • MFR # FG-001394-R001



In Stock

Free Expedited Shipping

Order now to ship Mon Apr 24

PRODUCT HIGHLIGHTS

- Host up to 4 Skype Callers
- Real-Time interaction with Return Feed
- Scaling and Image Quality Controls
- Advanced Audio Control

[Show more](#)

Reviews [Write a review](#) [Q&A](#)

This item is nonreturnable



[Add to Wish List](#) [Share](#)

You Pay: **\$7,995.00**

1 QTY

[Add to Cart](#)

[Add to Wish List](#) ▾

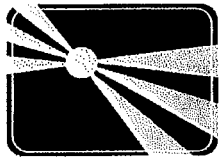
Lease for as low as \$277 / month



True Know-How

Ask Our Experts

Live Chat 800.696.6969 Email



Better Presentation Systems, Inc.

2008 Opportunity Drive
Suite 170
Roseville, CA 95678
Phone: 916-782-6444
Fax: 916-782-8811

Project Scope - Preliminary

City of Sacramento

Closed Session Room 1104 A/V System

- **Display System:** Better Presentation Systems, Inc. (BPS) will integrate the proposed A/V upgrades around the existing display system. The OFE projector, projector screen, and fiber optic HDMI will be reused in the proposed upgrades.
- **Video Switch System:** BPS will provide and integrate a new digital media matrix that will support ten (10) input sources (a mixture of analog and digital inputs). The inputs included in this scope will be a two (2) wall input transmitters that will be mounted under the conference table and will be used for laptops using VGA or HDMI connectivity. Additional inputs include; resident PC via DisplayPort, DVD/VCR, and an owner furnished Barco Clickshare. The outputs of the video switch will be the existing Panasonic laser projector.
- **Control System:** BPS will supply and install a 7" touch screen controller on the top of the equipment rack. The control system will be modeled after the touch panel in the 5th floor conference room to ensure familiarity among staff. Controls of the touch panel will include; system on/off, volume up/down, input selection, audio recording (when selecting the recording feature the microphones mutes and volumes will be brought to a preconfigured state), and microphone muting.
- **Audio System:** BPS will provide and install two upgrades to the audio system. Six (6) new boundary microphones and a new digital signal processor will be added for audio recording functionality. These new audio elements will be installed alongside the existing amplifier, Denon audio recorders and speakers. Each boundary microphone will be placed on the conference table with wiring ran through new holes that will be tapped into the table. The holes for the microphone wiring will be very small, roughly 3/8" and will be mostly concealed by the microphone. Each microphone will have a mute button that can function as a mute on/off, push-to-talk, or push-to-mute.
- **Rack System:** BPS will provide and install a power center, rack shelf for OFE computer, and DVD/VCR. The equipment will be placed in a mobile equipment rack provided and installed by BPS.

- **Overview:** The City of Sacramento deserves a simple easy to use conference room system that returns a high level of functionality for a reasonable investment. Better Presentation Systems has designed an audio-video solution to do just that. Audio will be clear and intelligible while the video will be flexible in the support for legacy analog equipment and expansion for digital devices. Above all else, the audio video system will be extremely efficient at group collaboration of training documents.

Room Cost

QTY	Category	Description	Price
1	Display System	Owner Furnished Display Equipment	\$0.00
1	Video Switch System	Digital media switcher, Under-Table Transmitters	\$5,400.00
1	Control System	7" Touch Panel, Network Switch with PoE	\$1,195.00
1	Audio System	8x4 DSP, Six (6) Boundary Microphones, and Logic Expansion for Control System	\$3,850.00
1	Rack System	Mobile Rack, USB Extension, Shielded twisted pair cabling, HDMI cables, VGA cables, Misc. hardware	\$2,670.00
		Equip Total	\$13,115.00
		Tax	\$1,081.99
		Freight	\$400.00
		Sub Total	\$14,596.99
		Installation	\$7,714.00
		Total	\$22,310.99

Exclusions

- All conduit, high-voltage wiring panels, breakers, relay boxes, receptacles etc.
- Concrete saw cutting and/or drilling.
- Firewall, ceiling, roof, and floor penetration.
- Necessary sheet rock replacement or repair.
- Necessary ceiling tile or T-Bar modification, replacement and/or repair.
- Any and all mill work (moldings, trim, etc).
- Painting

Owner Furnished Equipment

- All owner furnished equipment (OFE) is expected to be in good working order prior to delivery to BPS. BPS will not be held responsible for the repair or replacement of any OFE equipment found to not be in working order.

Warranty

- All manufacturers' warranties will be honored on a depot basis. Warranties will vary by manufacturer.
- BPS warrants its' workmanship for a period of one year from date of acceptance or first use, whichever comes first.

Payment

- A 30% initial deposit is required prior to the ordering of any and all equipment and or hardware.
- Progressive Payment Schedule will apply.
- All invoices carry Net 30 terms.
- American Express transactions will carry a 3% surcharge.

In consideration of the covenants and agreements hereof being performed by both parties to this proposal, including the furnishings of labor, materials, and work required by this proposal, BUYER agrees to pay to Better Presentation Systems, Inc. the amount mentioned above and according to the terms and conditions on this proposal/contract.

Buyer

Date

IF ACCEPTED, SIGN AND RETURN



Search



DealZone
DON'T MISS OUT!
Ends In 27:55:17



Hello, Log In
My Account



My Cart

Photography

Computers

Pro Video

Lighting

Pro Audio

Mobile

TVs & Entertainment

Camcorders

Surveillance

Optics & Outdoor

Audio-Visual

Used

Specials

⌚ Checkout will be available at 9:00pm ET Sat night (in 24 hr 55 min)

Thank you for your patience while we observe Shabbat. You may still add items to your cart or wish list to check out later.



Enter your Email to receive an alert when checkout reopens.

First Name
Last Name

Request Alert

Free Expedited Shipping* to Sacramento

Details

Home / Professional Video / Signal Processing & Distribution / Signal Converters & Modulators / Analog & Digital Converters /
Matrox MaeveX MVX-ED5150F

Matrox MaeveX H.264 Encoder & Decoder B&H # MAMXED5150 • MFR # MVX-ED5150F

matrox

Special Order (1)

Free Standard Shipping

Expected availability: 7-14 business days

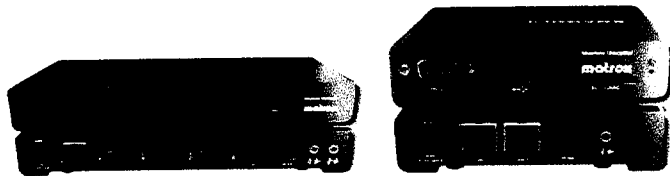
PRODUCT HIGHLIGHTS

- Stream Camera Feeds over IP
- Extend or Record Up to 1080p60/1920x1200
- HDMI Input and Output
- User-Defined Low Bit Rates

Show more

★★★★☆ (1) Review | Q&A (0)

⌚ This item is noncancelable and nonreturnable



Price: \$1,189.99

You Pay: **\$1,189.99**

1 QTY

Add to Cart

Add to Wish List



True Know-How
Ask Our Experts



The Tektronix WVR 5250 should get 2 upgrades. The upgrades would make CC visible, and show embedded audio levels, on the waveform display monitor. I think these are Firmware.

data \$972.00- \$1,190.00

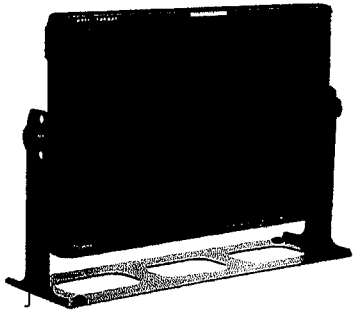
aud \$972-\$1,190.00 for WVR 5250

5.

B&H

TVLogic LVM-170A 17" Full HD SD/HD/3G-SDI Multi-Format Monitor

TVlogic



You Pay: **\$2,515.00**

https://www.bhphotovideo.com/bnh/controller/home?O=&sku=1169031&gclid=COqJ-ci3_NICFciEfgodIH8NWw&is=REG&ap=y&c3api=1876%2C%7Bcreative%7D%2C%7Bkeyword%7D&A=details&Q=

1.
markertek

Blackmagic CONVMCAUDS Audio to SDI Mini Converter

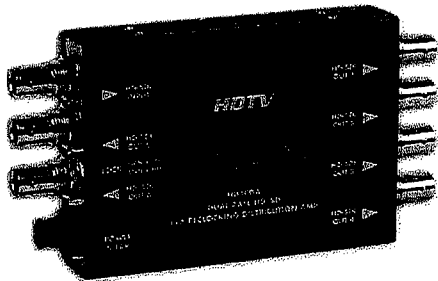


Our Price: **\$185.25**

<http://www.markertek.com/product/bmd-convmcauds/blackmagic-convmcauds-audio-to-sdi-mini-converter>

2.
markertek

AJA HD10DA 1x6 HD/SD Dual Rate Reclocking Distribution Amplifier

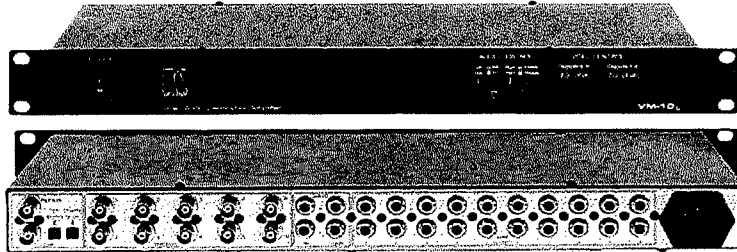


Our Price: **\$345.00**

<http://www.markertek.com/product/aja-hd10da/aja-hd10da-1x6-hd-sd-dual-rate-reclocking-distribution-amplifier>

3.

**Markertek
Kramer VM-10XL 1:10 Composite Video & Stereo Audio Distribution Amp**



Our Price: **\$488.00**

<http://www.markertek.com/product/vm-10xl/kramer-vm-10xl-1-10-composite-video-stereo-audio-distribution-amp>

4.

B&H



**Sennheiser HD 280 Pro Circumaural Closed-Back Monitor
Headphones**

You Pay: **\$99.95**

https://www.bhphotovideo.com/c/product/1253444-REG/sennheiser_hd_280_pro_circumaural.html

1. Markertek

Marshall M-LYNX-503 Triple 5 Inch Rackmountable Monitor with HDMI/ 3G-SDI & Composite Inputs



Our Price: \$1,248.75

http://www.markertek.com/product/mar-m-lynx-503/marshall-m-lynx-503-triple-5-inch-rackmountable-monitor-with-hdmi-3g-sdi-composite-inputs?utm_medium=shoppingengine&utm_source=googlebase&gclid=CKmVk8XK-tlCFYGHfgodL5wNdg

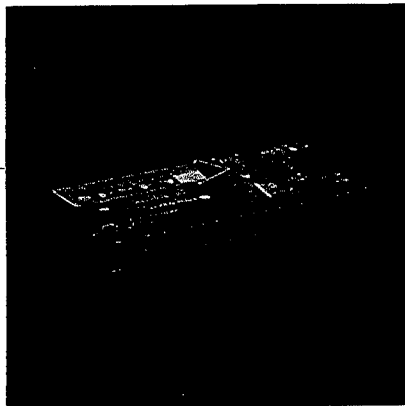
We need 2 units.

2.
markertek

**Atlas Soundolier MVXA-2016 monitor panel 1.75 spk 16 channel
25/40v**

SKU:AT-MVXA2016

Price: \$1,225.52



<http://www.lowvoltageproduct.com/p-2767-atlas-soundolier-mvxa-2016-monitor-panel-175-spk-16-channel-2540v.aspx?gclid=CLnTz6ax69lCFYZsfgodxSAM1A>

SACRAMENTO COUNTY

Internal Services

David Villanueva,
Chief Deputy County Executive



County of Sacramento

Departments

Clerk of the Board
County Clerk Recorder
Emergency Services
Finance
General Services
Personnel Services
Revenue Recovery
Technology

April 28, 2017

Robert A. Davison, Executive Director
Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814-1212

RE: Consideration of FY 2017-18 PEG Funding Request for Enhanced Metro Cable 14 Broadcast Equipment, Board of Supervisors' Chambers Technology and Americans with Disability Act (ADA) Upgrades

Dear Mr. Davison,

In response to your letter dated March 22, 2017 and on behalf of Sacramento County, I am submitting this request for consideration for the Fiscal Year 2017-18 Public, Education, and Government (PEG) Funding.

As a member agency, Sacramento County has applied for and received PEG funding in prior years that was applied toward Board Chambers equipment improvements, Americans with Disabilities Act (ADA) equipment upgrades, broadcast functionality in Hearing Room Nos. 1 and 2, and broadcast Internet streaming options since December 2013 through the present. The following information outlines the issues and recommended solutions.

Currently, there are no spare touch panel processors. In the previous fiscal year the Commission approved the request for funding of an additional touch panel processor. Unfortunately, on February 6, 2017 the vendor announced the product is at the end-of-life and unavailable for purchase or ongoing support. Therefore, the processor is carried over in the proposed Fiscal Year 2017-17 PEG request in the event the replacement equipment becomes available. Having a spare will allow the chairperson functionality to run various commands to the touch panels at the dais and executive stations in the event of a malfunction.

Video cables are needed in the Board Chambers to use from the control room to the lectern in the event of major equipment failure and to enhance camera shots for televised election forums. New lights in Hearing Rooms 1 and 2 will allow the lights to be controlled by the wall panel. Currently, the lights are managed by a remote control and installing new lights allows for simplified operation of the lights without radio interference. Network and device cables including VGA, HDMI and mini-audio are needed for lectern and dais connectivity in the Chambers to allow for presentations. Crestron programming is needed to allow the High Definition (HD) program feed with open captioning to be displayed on the projector screen. A new Digital Video Recorder (DVR) is needed to replace the existing standard definition with an HD DVR and to add the

required transmission cables and components to allow for HD recording. An equipment rack is needed to store the DVR and related equipment.

Digital messaging will allow the clerk or administrator to overlay a message in the lobby displays allowing notification to the public that the broadcasted meeting is in session and other public informational notices. Portable streaming Audio Visual (AV) equipment with 16 microphones will allow recording of offsite public meetings with the option to stream live and/or broadcast on Metropolitan Cable Television channel 14. The current monitors in the lobby are aging and need to be replaced.

The County of Sacramento and its associated Boards, Agencies, Special Districts, Commissions and Joint Power Agencies hold regular public hearings in the Chambers. The agendas, meeting materials, action summaries and audio and video recordings are public records. These materials and video are linked to allow the public to easily find items of interest. An archive of these records and access to the Live Stream of meetings are available through the agenda management system and are accessible on the Sacramento County website for public access.

Currently the County of Sacramento utilizes the SIRE agenda management system. The software is used to create and manage agendas, minutes, meeting recordings and more. The Clerk of the Board and other agencies rely on this system to create, distribute and publish meeting materials in a timely manner. The Brown Act mandates that constituents have access to these public records.

In 2012, SIRE was purchased by Hyland Software and they began revamping the agenda software. The web center and other important features of the AgendaNet system are no longer actively supported. Upgrade or replacement will be necessary to ensure full functionality is available and supported for all clerks for boards and commissions that utilize the shared agenda management system to provide the public with access to Agenda Materials and Live meeting streaming.

Funding is required to implement an upgrade with Hyland in order to be on a supported and functional agenda management system. Hyland is offering a complimentary like for like data conversion to existing customers migrating from SIRE to OnBase.

The electronic public request to speak application is being developed for the Sacramento County Board Chambers. The display list needs to be stored on a pc that is connected to the Crestron system. The names of the public members requesting to speak will be displayed in the Chambers during live broadcast meetings. This pc will need to be small enough to fit in the rack with the existing pcs that reside in the Board Chambers.

The copier machine assists with running efficient operations of broadcast meetings. The equipment is shared with Cable Commission member agencies and Metro Cable office staff.

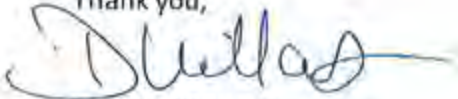
The estimated project total is \$280,128.61 with a ten percent contingency added, and includes the following:

1. Spare touch panel processors
2. Video cables

3. New lights in Hearing Rooms 1 and 2
4. Network and device cables
5. Crestron programming
6. DVR in Hearing Room 2
7. AV equipment rack
8. Digital Messaging
9. Portable streaming AV equipment with 16 microphones
10. Lobby monitors with Ethernet Interface and hardware
11. OnBase agenda management system upgrade
12. Personal computer for public request to speak application
13. Copier equipment for live public meetings
14. Labor costs for installation, configuration and management of the project

If you have questions or need clarification on this proposal, please contact Florence Evans at 874-8150 or evansf@saccounty.net.

Thank you,




David Villanueva
Chief Deputy County Executive

Attachment: PEG Fee Funding Request Form FY 2017-18

cc: Clerk of the Board of Supervisors

**MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2017-18**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/ Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: Clerk of the Board										
CONTROL ROOM										
1	Board Chambers	Spare touch panel processors	2	\$8,125.00	\$16,250.00	\$1,625.00	\$170.00	\$600.00		\$18,645.00
2	Board Chambers	Video Cables	1	\$445.34	\$445.34	\$44.53	\$95.00	\$2,250.00		\$2,834.87
3	Hearing Room	New lights in Hearing Rooms 1 and 2	1	\$3,412.00	\$3,412.00	\$341.20	\$204.72	\$5,000.00		\$8,957.92
4	Board Chambers	Newtwork and device cables (2-4 ea. of various cable types)	1	\$663.64	\$663.64	\$66.36	\$99.55			\$829.55
5	Board Chambers	Crestron programming (LABOR ONLY)	1					\$600.00		\$600.00
6	Hearing Room	DVR	1	\$15,894.67	\$15,894.67	\$1,589.47	\$317.89	\$2,100.00		\$19,902.03
7	Hearing Room	AV equipment rack	1	\$159.00	\$159.00	\$15.90	\$77.31			\$252.21
8	Board Chambers	Digital Messaging	1	\$2,653.33	\$2,653.33	\$265.33	\$79.60	\$2,775.00		\$5,773.26
9	Board Chambers	Portable streaming AV equipment with 16 microphones	1	\$8,212.99	\$8,212.99	\$821.30				\$9,034.29
10	Board Chambers	Lobby Monitors (2), with Ethernet Interface and misc. hardware	1	\$2,530.31	\$2,530.31	\$253.03	\$225.00	\$1,625.00		\$4,633.34
11	Board Chambers	OnBase agenda management system upgrade (Labor/Service only)	1					\$82,000.00		\$82,000.00
12	Board Chambers	Personal computer for public request to speak application	1	\$698.99	\$698.99	\$69.90				\$768.89
13	Board Chambers	Copier equipment for live public meetings	1	\$1,881.00	\$1,881.00	\$188.10				\$2,069.10
MISCELLANEOUS										
14		DTech Staff Labor Cost	1					\$119,425.00		\$119,425.00
Sub-Total:					\$52,801.27	\$5,280.13	\$1,269.07	\$216,375.00		\$275,725.47
Sales Tax - Use Tax Rate for Member Agency: 8.25%					\$ 4,403.14					\$4,403.14
FY 2017-18 PEG FEE FUNDING REQUEST - GRAND TOTAL:										\$280,128.61


Signature

4/28/17
Date

David Villanueva, Chief Deputy County Executive, Internal Services
Name & Title

Please attach vendor quotes to include installation / warranty / associated costs for each item requested above.

Sac County Boardroom - PEG Grant Upgrades 2016

9332 Tech Center Dr, Suite 200
 Sacramento, CA 95826
 John Neal
 916-835-0226 C; 916-438-5410 F
jneal@andersonav.com



Quote Date 5/12/16
 Quote valid for 30 days
 Spare Touch Panel Processor

Description of Work Requested:						
1	Spare Touch Panel Processor					
2	Load file for specified seat (TBD)					
3	Verify system operation after install.					
Equipment						
Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1	Quad-Window High-Definition Digital Video Processor - 4 Digital video inputs	Crestron	DVPHD-4	1	\$ 8,125.00	\$ 8,125.00
Equipment & Materials Total						\$ 8,125.00

Labor Total	\$ 300.00
--------------------	------------------

Totals	
Total Equipment	\$ 8,125.00
Inbound Shipping & Handling	\$ 85.00
Subtotal	\$ 8,210.00
Sales Tax	Rate 8.500% \$ 697.85
Total Labor	\$ 300.00
GRAND TOTAL	\$ 9,207.85

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
Sacramento, CA 95826



Quote Date 3/2/17

Quote valid for 30 days

Lectern Camera Cables

John Neal

916-835-0226 C; 916-438-5410 F

jneal@andersonav.com

Description of Work Requested:							
1	Pull & terminate RG6 and add BNC Plate for Camera & Genlock at the Lectern						
Equipment							
	Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1		RG6 Coax - for SDI - 500' spool	Belden	1694a	1	\$ 312.00	\$ 312.00
2		Camera Input Plate	Liberty	Custom	1	\$ 86.67	\$ 86.67
3		Misc Cable, Connectors, and Hardware	AVI-SPL	MAT	1	\$ 46.67	\$ 46.67
Equipment & Materials Total							\$ 445.34

Labor Total	\$ 2,250.00
--------------------	--------------------

Totals	
Total Equipment	\$ 445.34
Inbound Shipping & Handling	\$ 95.00
Subtotal	\$ 540.34
Sales Tax	Rate 8.250% \$ 44.58
Total Labor	\$ 2,250.00
GRAND TOTAL	\$ 2,834.92

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
Sacramento, CA 95826



Quote Date 3/2/17

Quote valid for 30 days

HR Light Control

John Neal

916-835-0226 C; 916-438-5410 F

ineal@andersonav.com

Description of Work Requested:	
1	Replace (6) IBD-500 Fixtures with IDMX500 Lighting Fixtures in HR1 & HR2
2	Run DMX Cable to 1 fixture and chain to all aother fixtures
3	Install Ethernet to DMX interface to allow Crestron AV3 to control all 6 fixtures
3	Update Programming so both Admin TP and Wall Touch Panels can control the lights

Equipment							
	Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1		IDMX500 LED Fixture (single color) - 3-pack	IKAN	IDMX500-3PK	2	\$ 1,332.00	\$ 2,664.00
2		DMX 512 Ethernet Interface	EntTec	ODE	1	\$ 348.00	\$ 348.00
3		Misc Hardware TBD	Anderson AV	MAT	1	\$ 400.00	\$ 400.00
Equipment & Materials Total							\$ 3,412.00

Labor Total	\$ 5,000.00
--------------------	--------------------

Totals	
Total Equipment	\$ 3,412.00
Inbound Shipping & Handling	\$ 204.72
Subtotal	\$ 3,616.72
Sales Tax	Rate 8.250% \$ 298.38
Total Labor	\$ 5,000.00
GRAND TOTAL	\$ 8,915.10

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
 Sacramento, CA 95826
 John Neal
 916-835-0226 C; 916-438-5410 F
jneal@andersonav.com



Quote Date 3/2/17

Quote valid for 30 days

Misc Laptop & Portable Device AV Cables

Description of Work Requested:							
1	Provide Misc Laptop & Portable Device AV Cables - No Install						
Equipment							
	Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1		HDMI - m-m 6' (Ultra 30#)	Extron	26-663-06	4	\$ 46.67	\$ 186.68
2		HDMI - m-m 12' (Ultra 30#)	Extron	26-663-12	2	\$ 60.00	\$ 120.00
3		6' VGA MicroCable m-m w/audio	Extron	26-566-02	2	\$ 33.33	\$ 66.66
4		6' 3.5mm Mini Audio Cable	Extron	26-571-03	2	\$ 4.00	\$ 8.00
5		Display Port to HDMI f dongle	C2G	54322	2	\$ 17.25	\$ 34.50
6		Mini Display Port to HDMI f dongle (MacBook)	C2G	54314	2	\$ 15.32	\$ 30.64
7		Mini HDMI to HDMI f dongle (Camcorder)	C2G	41356	2	\$ 9.99	\$ 19.98
8		Micro HDMI to HDMI f dongle	Monoprice	107603	2	\$ 10.61	\$ 21.22
9		Lightning to HDMI (iPhone)	Apple	MD826AM/A	2	\$ 65.33	\$ 130.66
10		Lightning to 3.5mm (iPhone)	Apple	MMX62AM/A	2	\$ 12.00	\$ 24.00
11		MHL Micro USB to HDMI dongle (Android)	Geekercity	A118A01000701	2	\$ 10.65	\$ 21.30
Equipment & Materials Total							\$ 663.64

Totals	
Total Equipment	\$ 663.64
Inbound Shipping & Handling	\$ 99.55
Subtotal	\$ 763.19
Sales Tax	Rate 8.250% \$ 62.96
GRAND TOTAL	\$ 826.15

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
Sacramento, CA 95826



Quote Date 3/2/17

Quote valid for 30 days

Open Caption to Video Wall

John Neal

916-835-0226 C; 916-438-5410 F

jneal@andersonav.com

Description of Work Requested:	
1	Modify programming to provide ability to place Open Captioned Broadcast feed on Video Wall
2	Provide full screen and side by side with Presentation - discuss possibly just putting on one of the two walls.

Labor Total	\$ 600.00
--------------------	------------------

Totals	
Total Labor	\$ 600.00
GRAND TOTAL	\$ 600.00

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
 Sacramento, CA 95826
 John Neal
 916-835-0226 C; 916-438-5410 F
ineal@andersonav.com



Quote Date 3/2/17
 Quote valid for 30 days
 HR2 - DMR-HD DVR

Description of Work Requested:							
1		Replace DMR in HR2 Closet with DMR-HD DVR					
2		Run HDBT Cable from Production Console to Closet					
3		Provide and connect HDMI Extension to feed DVR					
4		Provide 12' HDMI at Production Console and 3' HDMI-DVI Cable at DVR					
5		Provide and connect RCA Cable from Mixer to DVR					
6		Reconnect Control Cable					
7		De-install old Camera					
Equipment							
Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote	
1	Digital Video Recorder/Player w/DVD-RAM writer	MediaPointe	DMR-HD	1	\$ 14,994.67	\$ 14,994.67	
2	HDMI CAT6a Extender - Transmitter only (DTP HDMI 4K 230 Tx) HDCP Compliant	Extron	60-1271-12	1	\$ 313.33	\$ 313.33	
3	HDMI CAT6a Extender - Receiver only (DTP HDMI 4K 230 Rx) HDCP Compliant	Extron	60-1271-13	1	\$ 313.33	\$ 313.33	
4	HDMI - m-m 12' (Ultra 30#)	Extron	26-663-12	2	\$ 60.00	\$ 120.00	
5	HDMI to DVI Cable - 3'	Extron	26-614-01	1	\$ 26.67	\$ 26.67	
6	RCA Cable pair - 6'	Extron	26-641-06	1	\$ 6.67	\$ 6.67	
7	Misc Cable, Connectors, and Hardware	Anderson AV	MAT	1	\$ 120.00	\$ 120.00	
Equipment & Materials Total						\$ 15,894.67	

Labor Total	\$ 2,100.00
--------------------	--------------------

Totals	
Total Equipment	\$ 15,894.67
Inbound Shipping & Handling	\$ 317.89
Subtotal	\$ 16,212.56
Sales Tax	Rate 8.250% \$ 1,337.54
Total Labor	\$ 2,100.00
GRAND TOTAL	\$ 19,650.10

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200
 Sacramento, CA 95826
 John Neal
 916-835-0226 C; 916-438-5410 F
ineal@andersonav.com



Quote Date 3/2/17

Quote valid for 30 days

Lobby Messaging

Description of Work Requested:							
1	Add Device (DGE-200) to add predefined text pages						
2	Add HDMI Matrix Input Card and connect to Output of DGE-200						
3	Connect Matrix Output 30 to DGE-200 Input						
4	Program Output 30 to track Lobby video feed						
5	Modify Program and GUI to allow sending 3-5 different messages to Lobby. Provide timeout capability.						
Equipment							
	Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1		Crestron controlled text embedding device	Crestron	DM-DGE-200-C	1	\$ 2,000.00	\$ 2,000.00
2		HDMI Input Module - 4K rated (HDCP 2.2)	Crestron	DMC-4K-HD-HDCP2	1	\$ 533.33	\$ 533.33
3		HDMI - m-m 12' (Ultra 30#)	Extron	26-663-12	2	\$ 60.00	\$ 120.00
Equipment & Materials Total							\$ 2,653.33

Labor Total	\$ 2,775.00
--------------------	--------------------

Totals	
Total Equipment	\$ 2,653.33
Inbound Shipping & Handling	\$ 79.60
Subtotal	\$ 2,732.93
Sales Tax	Rate 8.250% \$ 225.47
Total Labor	\$ 2,775.00
GRAND TOTAL	\$ 5,733.40

McClellan. Kathy

From: Voelkert. Joshua
Sent: Tuesday, March 21, 2017 9:43 AM
To: Mallett. Maria; Evans. Florence; Riggs. Kristin; McClellan. Kathy
Cc: John Neal (jneal@andersonav.com); Gilliam. Many; Piper. Bill; Zollars. Corinna
Subject: RE: PEG FY 2017-18 Board letter/resolution - request approval to apply for FY 17-18 PEG Funding (ACTION REQUIRED please)

Here is one with 16 microphones. I also upgraded the camera to the HD-SDI version in the event that additional cameras are needed or the camera is used for another event that requires SDI connection. There are 16 microphones that are designed to be placed on the table without a stand. In addition there are 4 handheld mics for standing meetings or audience questions.

Qty	Model	Description	Unit	Net
1	X32RACK	Behringer X32 Rack Digital Mixer	\$ 999.00	\$ 999.00
1	JBEON610Q	JBL 10" Self-Powered Speaker Kit	\$ 760.00	\$ 760.00
1	SNK164100	On-Stage 16-In and 4 Return XLR Audio Snake	\$ 260.00	\$ 260.00
4	SM58	Shure SM58 microphone	\$ 99.00	\$ 396.00
16	CVB-B/C	Shure Centraverve Cardioid Boundary Mic	\$ 99.00	\$ 1,584.00
4	M4050	50' Kopul Studio XLR Microphone Cable	\$ 22.00	\$ 88.00
16	M4025	25' Kopul Studio XLR Microphone Cable	\$ 20.00	\$ 320.00
1	DN-500R	Denon rack mounted audio recorder	\$ 499.00	\$ 499.00
1	SKBR6W	SKB Roto Rolling 6U rack w/wheels	\$ 219.00	\$ 219.00
1	GPA777	Gator Speaker bag w/wheels	\$ 219.00	\$ 219.00
1	1650-020-110	Pelican 1650 Case with Foam Set (Black)	\$ 224.99	\$ 224.99
1	CAXA35	Canon Professional Camcorder	\$ 2,099.00	\$ 2,099.00
2	LSD64GCB1NL6332	Lexar Professional 633x 64GB (2-Pack)	\$ 40.00	\$ 80.00
4	59100HD	US Wire&Cable 100' extension cord (Yellow)	\$ 20.00	\$ 80.00
1	PL-8 C	Furman rackmount power conditioner	\$ 195.00	\$ 195.00
1	9389A001	Canon SC-2000 Camcorder Soft Case	\$ 60.00	\$ 60.00
1	VT-3000	Magnus Tripod System with fluid head	\$ 130.00	\$ 130.00
				\$ 8,212.99

Sac County Boardroom - PEG Grant Upgrades 2017

9332 Tech Center Dr, Suite 200

Sacramento, CA 95826

John Neal

916-835-0226 C; 916-438-5410 F

jneal@andersonav.com



Quote Date 3/2/17

Quote valid for 30 days

Lobby Monitors

Description of Work Requested:	
1	Replace Lobby Monitors and Mounts
2	Modify Program to control the new model

Equipment							
	Location	Description	Mfg.	Model No.	Qty.	Unit Price	Ext Quote
1		LCD Display - 50" 1920x1080, RS232	Sharp	E506	2	\$ 989.33	\$ 1,978.66
2		FUSION™ Large Flat Panel Ceiling Mount, Black	Chief	LCM1U	2	\$ 259.16	\$ 518.32
3		Misc Cable, Connectors, and Hardware	Anderson AV	MAT	1	\$ 33.33	\$ 33.33
Equipment & Materials Total							\$ 2,530.31

Labor Total	\$ 1,625.00
--------------------	--------------------

Totals	
Total Equipment	\$ 2,530.31
Inbound Shipping & Handling	\$ 225.00
Subtotal	\$ 2,755.31
Sales Tax	Rate 8.250% \$ 227.31
Total Labor	\$ 1,625.00
GRAND TOTAL	\$ 4,607.62

#7

ULINE 1-800-295-5510

KATHY MCCLELLAN | Cart \$159.00
 My Account | Contact Us | Sign Out

Search

GO

Products Uline Products Quick Order Catalog Request Special Offers About Us Careers

Home > All Products > Shelving, Bins and Storage > Industrial Shelving > Boltless Shelving

Boltless Shelving - 48 x 18 x 84"



Enlarge & Video

Light-duty storage for breakrooms, stockrooms and small closets.

- Quick, easy assembly with mallet. Shelves snap into place and adjust at 1 1/2" increments.
- 14-gauge powder-coated steel with 5/8" particle board.
- Add [extra shelves](#) to Boltless Shelving.



MODEL NO.	DIMENSIONS W x D x H	NO. OF SHELVES	SHELF CAP. (lbs.)	WT. (lbs.)	PRICE EACH		ADD TO CART	
					1	3+		ADD
H-5188	48 x 18 x 84"	5	300	126	\$159	\$149	1	ADD

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

[Additional Info](#) [Email Page](#) [Add to Favorites](#) [Request a Catalog](#)

ULINE 1-800-295-5510

#7 pg. 2

[View Cart](#) [Live Chat](#) [Help](#)

PAYMENT INFORMATION


[ADDRESS](#) [SHIPPING](#) **PAYMENT** [REVIEW AND SUBMIT](#)

Select your payment method: ?

[Continue](#)

Bill me (net 30 account)

New Credit Card

New Card # 

Name on Card

Exp. Month Exp. Year

Save this card to My Account

Order Summary	
Ship Date:	4/27/2017 ?
# of items:	1
Subtotal:	\$159.00
Tax:	\$13.11 ?
Shipping:	\$77.51
Estimated Total:	\$249.62

[Pricing Request \(pdf\)](#)

Add your own PO Number: ?

Priority Code: ? [Update](#)

Examples: "CF998-5836" or "CFU14"
(Blue box on the back of your catalog)

[Continue](#)



Agenda Management System Upgrade Quote

#11

The \$186,200 is total implementation labor and includes our hours.

Estimated Project Costs DTech				
Section	No. of Hours		Cost per Hour	Cost per Section
DTech ECM Business Analysis	620	Hours @	\$110	Per Hour \$ 68,200
DTech Server Administrator Group	300	Hours @	\$120	Per Hour \$ 36,000
Total DTech Labor Estimate				\$ 104,200

Estimated Project Costs Hyland- One-time Professional Services	
Like for Like Conversion	\$ 0
SIRE Agenda Workflow and Form Conversion	\$ 14,000
SIRE Enhanced Item Conversion	\$ 25,000
SIRE Item Conversion Utility	\$ 24,000
Reporting Dashboard	\$ 10,000
Training	\$ 9,000
One-time Hyland Implementation Total	\$ 82,000

Total Project Implementation Cost	
DTech Labor	\$104,200
Hyland Implementation	\$ 82,000
Total	\$186,200

Thanks,
 Maria Mallett
 IT Analyst, Consultant
 Department of Technology | [Sacramento County](#)
 916.874.4509

#12

Other B&H Sites - Gov, EDU & Corp. ▼

Read *explora*

800.606.6969 / 212.444.6615

Help

Live Chat

About Us



Search

The Professional's Source

DealZone
DON'T MISS OUT!
Ends In 03:54:23



Hello, Log In
My Account ▼



Photography Computers Pro Video Lighting Pro Audio Mobile TV & Entertainment Camcorders Surveillance Open Access Audiovisual Used Specials

FREE EXPEDITED SHIPPING ON THIS ORDER

MY CART

Move All to Wish List

Remove All

Email

Print



HP Elite Slice Ultra-Small Form Factor Desktop Computer

B&H #HESLICEX9U63 • MFR #X9U63UTRABA

Free Expedited Shipping

Accessories Available

Savings

Square Trade Protection plan: COMPARE ALL OPTIONS

2 Years Drops & Spills \$112.99

3 Years Drops & Spills \$179.99

In Stock
Ready to Ship

1

\$698.99

ESTIMATE SHIPPING & TAX

NYC Pickup (2 locations)

UNITED STATES

95814

Eligible for FREE Shipping

Subtotal: \$698.99

Shipping FREE

Sales Tax \$0.00

You Pay \$698.99

Save for Later

Remove

Item Total: \$698.99

Cart ID: #5271957795

Begin Checkout

Saved for Later

Stash ideas here, commitment-free!

Any items you "Save for Later" will appear here

Toshiba Business Solutions COLOR Copier Pricing

Segment 2 Digital B&W/Color Copier 3-year Rental (County's estimate monthly volume = 5,000)

(Toshiba e-Studio 2505ac) : \$.0482/copy; 2,500 b&w minimum/month, excess b&w at \$.012/copy, all color at \$.039/copy, no color minimum/month = **\$120.50 month** (Sum does not include color copies.)

Includes: 2 paper 550 sheet trays, bypass tray, red/ enl, Auto duplex, Network printer and scan to e-mail, sheet insertion, the following features at no additional charge; Banner printing up to 12"x 47", Data Security Features #1 HDD Encryption and #2 HDD Overwrite.

Popular configurations: Cabinet (**\$3.50/mo**), LCT 2500 sheets (**\$8.50/mo**), 100 sheet RADF (**\$10.25/mo**), Saddle Stitch Finisher (**\$40.00/mo**), inner finisher and stapler (**\$16.00/mo**), Standard Finisher with Stapler (**\$22.50/mo.**), 2&3 hole punch (**\$5.00/mo**), and Fax Kit (**\$11.25/mo**) = **\$/mo.** Color copy monthly estimate (**\$10.00/mo.**)

Multifunctional options: Network printer (included), scan to e-mail (included)

COPIER COST QUOTE:	
Monthly Cost:	
	\$120.50
	10.25
	16.00
	10.00
	156.75/mo.
<hr style="border: 0; border-top: 1px solid black;"/>	
Annual Cost:	\$1,881.00
Tax	\$155.18
	\$2,036.18

ATTACHMENTS 22-25

**FISCAL YEAR 2017-18
FUNDING REQUESTS**

(CHANNEL LICENSEES)

ACCESS SACRAMENTO

Gary Martin, *Executive Director*

July 5, 2017

BOARD OF DIRECTORS

Don Henkle, *Chair*
Bob Smith, *Vice-Chair*
Van Gordon, *Secretary*
Tim Crone, *Chief Financial Officer & Treasurer*
Edward Fletcher, *Programming Committee Chair*
Charlena Henderson
Robert Morin
Robin Scott Peters
Simone Vianna

To: Robert A. Davison, Executive Director
Sacramento Metropolitan Cable Television Commission

From: Gary Martin, Executive Director
Access Sacramento

Subject: 2017-18 SMCTC Operational & PEG Equipment & Facilities Funding Request

The Access Sacramento Board of Directors submits the attached Funding Request after adoption during a Special Budget Board of Directors meeting April 20, 2017. Based on the requested process, this submission includes three components: Operational Funds from the SMCTC's General Fund and both a Base Equipment and One-Time Equipment request from the PEG Equipment/Facilities Fund.

Projects

Hometown TV Grant
Hometown Sports Game of the Week
KUBU 96.5 FM
"The Voice of Sacramento"
Neighborhood News Bureaus
A Place Called Sacramento
Film Festival

This proposal asks for several specific permanent increases in the Operational Base, including a Cost of Living Allowance (COLA) increase and funding for the state required increase in the minimum wage with a special request after last-minute sizeable increase in Property Insurance. This acknowledges a 2% COLA offer is likely based on SMCTC staff communications regarding the COLA Policy.

The proposal also requests a permanent increase in the PEG Base amount according to the COLA Policy with a continuation of the previously approved building rent increase from the City of Sacramento.

HOURS OF OPERATION

(Subject to Change)

OFFICE
Monday - Thursday
9am - 6pm
Friday
9am - 12:30pm, 1:30pm - 6pm
PRODUCTION
Monday - Thursday
12 Noon - 9pm
Saturday
12 Noon - 9pm
MEDIA LAB
Monday & Thursday
12 Noon - 9pm
Tuesday & Wednesday
9am - 6pm

This letter also confirms notification to SMCTC staff of a carry-over request of \$93,460 from 2016-17 related to our digital media lab and IT Network based on need for a recommended space remodel from the City of Sacramento.

This year's funding request will further advance Access Sacramento's expansion plan for high-definition production by enhancing the overall viewing experience for all Sacramento County residents.

2017-18 General Fund Total (subject to ~COLA%)	\$616,209.72
2017-18 PEG Base (subject to ~COLA%)	\$101,642.64
2017-18 PEG One-Time Equipment	\$660,675.00
GRAND TOTAL	\$1,378,527.36

Sincerely,



Gary Martin
Executive Director

CHANNEL LICENSEE NAME: Sacramento Community Cable Foundation dba Access Sacramento

Fiscal Year 2017-18 Funding Requests (Operations & PEG Equipment/Facilities)

Description	Equipment Description (if applicable)	GENERAL FUND		PEG FEE FUND			GRAND TOTAL
		Operations / Capital Fac. / Equip. Base	GENERAL FUND TOTAL	PEG Equipment / Facilities Base	One-Time PEG Equipment	PEG FEE FUND TOTAL	
General Fund: Operations Base	2016-17 Operating Base	\$ 468,027.00	\$ 468,027.00			\$ -	\$ 468,027.00
General Fund: Operations Base	2016-17 HTTP Operating Base	\$ 60,883.00	\$ 60,883.00			\$ -	\$ 60,883.00
General Fund: Operations Base	2016-17 GOTW Operating Base	\$ 52,969.00	\$ 52,969.00			\$ -	\$ 52,969.00
General Fund: Operations Base	Request: 2017-18 COLA Per Policy (predicted at 2% per SMCTC staff info)	\$ 11,638.00	\$ 11,638.00			\$ -	\$ 11,638.00
General Fund: Operations Base	Request: 2017-18 Mandated Minimum Wage Increase with Fees/Taxes/SDI/Workers Comp/Benefits	\$ 9,856.00	\$ 9,856.00			\$ -	\$ 9,856.00
General Fund: Capital Facilities/Equip Base	Request: 2017-18 Increased Insurance on Property/Equipment from 2015-17 PEG support)	\$ 12,836.72	\$ 12,836.72			\$ -	\$ 12,836.72
PEG Fund: Facilities / Equipment Base	2016-17 PEG Fund Base		\$ -	\$ 93,032.00		\$ 93,032.00	\$ 93,032.00
PEG Fund: Facilities / Equipment Base	Request: 2017-18 COLA Per Policy (predicted at 2% awaiting information from Sac Co. and SMCTC)		\$ -	\$ 1,860.64		\$ 1,860.64	\$ 1,860.64
PEG Fund: Facilities / Equipment Base	Request: Coloma Center Increased Space Lease Renewal 2017-18 on pending new 3-Year Lease		\$ -	\$ 6,750.00		\$ 6,750.00	\$ 6,750.00
PEG Fund: One-Time Equipment	#1 Cablecast Radio "The Voice of Sacramento"		\$ -		\$ 33,273.00	\$ 33,273.00	\$ 33,273.00
PEG Fund: One-Time Equipment	#2 Coloma TV Studio		\$ -		\$ 26,955.00	\$ 26,955.00	\$ 26,955.00
PEG Fund: One-Time Equipment	#3 Coloma Checkout Equipment		\$ -		\$ 32,387.00	\$ 32,387.00	\$ 32,387.00
PEG Fund: One-Time Equipment	#4 Coloma Office Copier/Fax/Scanner		\$ -		\$ 4,272.00	\$ 4,272.00	\$ 4,272.00
PEG Fund: One-Time Equipment	#5 NNB AccessLocal.TV Video Ingest / Cloud Transcoding / Website Management		\$ -		\$ 48,760.00	\$ 48,760.00	\$ 48,760.00
PEG Fund: One-Time Equipment	#6 Office Equipment		\$ -		\$ 6,422.00	\$ 6,422.00	\$ 6,422.00
PEG Fund: One-Time Equipment	#7 Office Software		\$ -		\$ 2,126.00	\$ 2,126.00	\$ 2,126.00
PEG Fund: One-Time Equipment	#8 Digital Media Lab Electrical Remodel & Equipment		\$ -		\$ 24,313.00	\$ 24,313.00	\$ 24,313.00

PEG Fund: One-Time Equipment	#9 Tricaster Upgrades (Broadcast & Virtual Reality Green Screen Capacity)	\$	\$	\$ 35,159.00	\$ 35,159.00	\$ 35,159.00
PEG Fund: One-Time Equipment	#10 NNB Servers & Cloud Management	\$	\$	\$ 21,483.00	\$ 21,483.00	\$ 21,483.00
PEG Fund: One-Time Equipment	#11 Live U Bonded Cellular Remote Transmission/Server	\$	\$	\$ 19,530.00	\$ 19,530.00	\$ 19,530.00
PEG Fund: One-Time Equipment	#12 Community Memory Archive Database / Portal Management	\$	\$	\$ 29,074.00	\$ 29,074.00	\$ 29,074.00
PEG Fund: One-Time Equipment	#13 Cloud Storage	\$	\$	\$ 21,635.00	\$ 21,635.00	\$ 21,635.00
PEG Fund: One-Time Equipment	#14 HD Truck Upgrades (Camera 5/Intercom/HD DVR etc.)	\$	\$	\$ 91,287.00	\$ 91,287.00	\$ 91,287.00
PEG Fund: One-Time Equipment	#15 IT Network Expansion & Management	\$	\$	\$ 50,518.00	\$ 50,518.00	\$ 50,518.00
PEG Fund: One-Time Equipment	#16 NEW - Coloma Studio Lighting Expansion & Conversion	\$	\$	\$ 163,398.00	\$ 163,398.00	\$ 163,398.00
PEG Fund: One-Time Equipment	#17 NEW - Coloma Studio Sets & Hard Wall Green Cyclorama	\$	\$	\$ 39,885.00	\$ 39,885.00	\$ 39,885.00
PEG Fund: One-Time Equipment	#18 Master Control Play Out Management & VOD Expansion	\$	\$	\$ 10,198.00	\$ 10,198.00	\$ 10,198.00
TOTAL FISCAL YEAR 2017-18 FUNDING REQUEST:		\$	\$	\$ 616,209.72	\$ 616,209.72	\$ 1,378,527.36

Signature Gary B. Martin

Date July 5, 2107

Name & Title _____
Gary B. Martin, Executive Director

Please attach vendor quotes / supporting documentation for all of the items requested above.

2017-18 Budget Request Detail

Stretching the Dollars

Access Sacramento continues to be a frugal steward of operational and capital outlay money provided by the Sacramento Metropolitan Cable Television Commission's General Fund and PEG Fund support.

In the area of unrestricted non-capital outlay expenses, Access Sacramento keeps its operational expenses to just 18.8% of the overall budget. The balance is used for payroll and benefits, with most of the money being spent on part-time on-call staff, many of whom make at or near minimum wage. There are five fulltime employees, five additional permanent part-time employees, and more than 20 on-call production staff for radio and TV.

This budget supports more than 400 member volunteers who provide original radio and television programming all about Sacramento County; its events, festivals, workshops, training sessions, and sporting events capture life in our area like no other channels can.

It is only through the generous support of the Cable Commission that this free speech mission, exploring the diversity and culture of our area, is made possible.

The following detail and requests take into account current discussions at the cable commission and hopes to reflect both the commission's intent and spirit in supporting Sacramento County residents with their free speech and culturally diverse programming.

This year's budget also recognizes that the commission has not completed its discussion of all budget priorities, and therefore, our request this year reflects an opportunity to look to the future with a recognition that a further discussion about overall commission priorities with respect to all PEG requests will follow.

GENERAL FUND – OPERATIONAL BASE

Access Sacramento requests renewal of its Operational Base funding as provided in 2016-17, \$581,879, with an augmentation request in three categories:

Cost of Living, Minimum Wage Payroll Expense, and Property Insurance

Cost of Living

Access Sacramento is grateful to the Cable Commission for providing a Cost of Living Allowance (COLA) increase in each of the last three years. The commission in 2016 also adopted a new policy for managing cost-of-living for the channel licensees, linking the COLA percentage increase in future budget years to the approved COLA offered by the Sacramento County Board of Supervisors to its employees.

The commission in the last two years agreed that the COLA increase for channel grantees should also support the actual gross payroll costs to support the take-home COLA so that the business expenses for payroll including Workers Compensation insurance, Unemployment Insurance, Social Security and other benefits also would be supported. The policy does not address these business costs and until such time as a COLA offer is revealed by the SMCTC it is unknown how large the COLA percentage will be nor whether the business expenses will also be covered.

It is known the Board of Supervisors has approved between two-and-four percent for a variety of its county-employees paid by a retirees program. The Consumer Price Index for Sacramento County from January, 2016 to January, 2017 increased by 5.6% (based on the founding year of 1982) which is an actualized annual increase of 1.8%.

Minimum Wage Increase

This year's payroll situation is also complicated by a city and state mandated increase in the minimum wage. Based on the Hometown TV and Game of the Week grant program which specifies a minimum of 50 community event and sports broadcasts each year, and acknowledging that most of the on-call Access Sacramento staff work these events get paid minimum wage, Access Sacramento respectfully requests support to cover the payroll costs to meet that new rate. After a 2016 mandated minimum wage increase, the SMCTC agreed to support additional funding for Access Sacramento employees to receive the required \$10.50 per hour. Effective Jan. 1, 2018, the rate in California climbs another .50 to \$11.00 per hour.

Property Insurance Increase

A combination of factors this year lead to a special request for a permanent funding on an unexpectedly large increase in our property insurance premium. The property insurance premium last year was \$7,554.30. However, in the last fiscal cycle, we completed payment and took full possession of the \$706,000 HD truck, and

did other purchasing in the Coloma Community Center for Master Control, Production Control, the TV Studio and our IT network across our facility. This value increase combined with the RV break-in claim has increased the premium to \$20,391.01 (a 169.92% increase). This \$12,836.72 increase changes the overall cost of property insurance within our budget from 1.1% to 2.8% and managing this increase when our earned revenue expenses are already so lean creates pressures that could fundamentally change our business model and service level.

Summary

Based on these factors, Access Sacramento requests 1) SMCTC fund a COLA per its policy, predicted on this page at a minimum of 2% but respectful of an adjustment by the SMCTC Executive Director based on new information during this budget cycle, 2) additional funding to cover the anticipated costs required by the city and state mandated minimum wage increase, and 3) the sizeable premium increase in PEG related equipment Property Insurance.

Additional Request:

Predicted 2% Cost of Living increase	\$11,638.00
Cost of Minimum Wage/Taxes/Fees	\$9,856.00
Increased Property Insurance for PEG Equipment	\$12,836.72

PEG FEE FUND – PEG Equipment / Facilities Base

Historical Background

Prior to 2008 when the DIVCA funding structure was created, all approved equipment requests were funded through General Fund franchise fees. Beginning in 2008, Access Sacramento began receiving \$31,000 per year for three years as a base amount to pay for rent and basic equipment expenses. After a year of research, the SMCTC agreed in 2011 to shift funding to the PEG Fund in part to provide a base of \$79,000 for facilities and a consistent level of basic support for PEG equipment-related expenditures. A variety of Cost of Living increases and other structural support during the last five years has reset the base for 2016-17 to \$99,762.

Cost of Living

Access Sacramento requests implementation of the approved COLA policy for the BASE PEG grant predicted at 2% (but requested at the rate also approved by the SMCTC Executive Director for the General Fund operations increase.)

2% Cost of Living increase (or rate to be established)

Request: \$1,898

Coloma Community Center Rent Increase

Request: \$6,750

At the request of the City of Sacramento in 2012, Access Sacramento agreed to support the historic Coloma Community Center by increasing our rent by \$6,750 annually to occupy additional office space after the City of Sacramento's IT/Engineering Department moved to another facility.

Three years ago, SMCTC agreed to boost Access Sacramento's base PEG allocation on a one-time basis to cover the increased rent cost of \$6,750 that Access Sacramento had absorbed since 2012. Access Sacramento, had absorbed the cost of the rental increase by the City of Sacramento, into the PEG base funding while SMCTC was following a three-year status quo budget offering. SMCTC renewed its support of the rental increase for 2015-16 and 2016-17. Access Sacramento respectfully asks for this rental increase to be moved as a *permanent increase* to its PEG Equipment / Facilities Base total. The current lease at the Coloma Community Center expires Oct. 31, 2017 and city staff is currently preparing a three-year least extension (2017-2020) at the same rate for approval by the Sacramento City Council prior to the expiration.

PEG FEE FUND - One-Time PEG Equipment

Historical Background

Prior to 2005, all funding was handled within the General Fund franchise fee structure. In 2005, 2006, and 2007, Access Sacramento received the SMCTC General Fund grant, plus special one-time dollars for specific purchases (\$55,000 to \$66,000) over and above the Franchise Base. In 2008, a \$31,000 PEG Equipment base was established, with One-Time additional monies being requested on a year-by-year basis. In 2011, the PEG Equipment base was increased to \$79,000 and was supported for the next three years by an additional \$289,000 for one-time purchases.

Since then, and over the last four years, Access Sacramento is grateful for the additional on-going support above the PEG Base for a variety of projects from the one-time PEG Funding awarded annually. This support has made a large-scale upgrade to high-definition production over the last two years including the purchase of a HD remote broadcast truck and significant improvements in our Master Control Playback Automation, TV Studio and an I.T. Network backbone. Improvements to the Digital Media lab are currently on hold, pending this funding cycle awaiting requested funding for City of Sacramento electrical improvements to the lab's home in the Coloma Community Center's Mariposa room.

2017-18 One-Time Requests

Access Sacramento is extremely grateful for the support in the last two years for our high definition expansion. These improvements mimic similar changes completed in previous years for HD cameras and infrastructure for other channel licensees. Our 2017-18 requests support the commission's intention to further improve the overall quality of the licensee's broadcast quality while also improving the overall digital footprint of PEG channels into the Internet and social media.

We recognize the annual PEG dollars received by the SMCTC are limited, and while we request a sizeable amount this year, it is only with the intention and hope of supporting a high definition digital service as quickly as possible. We look forward to an opportunity to meet with the cable commission staff to discuss our progress in meeting these goals. Likewise, we do not want to appear ungracious in having received significant increases in overall one-time funding in the last two years.

**Specific Vendor-Related Pricing Support Material is attached in the Appendix.
PEG FEE Fund One-Time Equipment Requests**

#	Name	Amount
1	Cablecast Radio "The Voice of Sacramento"	\$33,273.00
2	Coloma TV Studio	\$26,955.00
3	Coloma Checkout Equipment	\$32,387.00
4	Coloma Office Copier/Fax/Scanner	\$4,272.00
5	NNB Server Transcode & Ingest System & Proj. Mgmt	\$48,760.00
6	Office Equipment	\$6,422.00
7	Office Software	\$2,126.00
8	Digital Media Lab Electrical Remodel & Equipment	\$24,313.00
9	Tricaster Upgrades	\$35,159.00
10	NNB Servers & Cloud Management	\$21,483.00
11	Live U Bonded Cellular Remote Transmission/Server	\$19,530.00
12	Community Memory Archive Database / Portal	\$29,074.00
13	Cloud Storage	\$21,635.00
14	HD Truck Upgrades (Camera 5/Intercom/HD DVR etc.)	\$91,287.00
15	IT Network Expansion & Management	\$50,518.00
16	Coloma Studio Lighting Expansion & Conversion	\$163,398.00
17	Coloma Studio Sets & Hard Wall Green Cyclorama	\$39,885.00
18	Master Control Play Out Maintenance & VOD Expansion	\$10,198.00

Non-PEG Base, One-Time Equipment Grand Total \$660,675.00

Cablecast Radio "The Voice of Sacramento" [Page 6, Item 1]

Request: \$33,273.00

With the automation system upgraded last year for radio cablecast and over-the-air broadcasting, this request boosts production capacity for both audio processing toward the automation, finished stereo processing, with the added ability to do live call-in talk shows using a computer phone interface for notifying the talk show host of available callers on hold. A sound proofing installation for the two radio studios and attached green screen work space will remove sound contamination from adjoining work areas.

The cable commission's PEG Fund consistently has approved funding the production of audio content. If you recall, the only non-approved PEG request intended for "The Voice of Sacramento" was applied to our request in 2014 for the FCC over-the-air transmission when we launched frequency 96.5 FM as KUBU-LP.

However, these requests are for content creation in support of the public access audio broadcasts carried on cable television (under our bulletin board) or in the SAP behind Ch. 17 & 18. We currently pay for the internet streaming and over-the-air costs of distribution of the cablecast in those forms with non-PEG money. These costs, however, are for improved sound quality and content creation and should be PEG Fund eligible.

Radio The Voice

R1 Multiline Phone Talk Show System	\$6,001.00	
R2 Production Skimmer Computer & Software	\$8,608.00	
R3 Switch & Black Box	\$978.00	
R3 Program Director Laptop/Software/Accessories	\$3,490.00	
R4 Laptop	\$1,888.95	
R5 Sound Proofing	\$8,690.40	
R4 Cable Stereo Audio Processing	\$3,617.00	
Estimated Shipping	\$200.00	
Sales Tax	\$2,845.23	
Subtotal		\$33,273.35

Coloma TV Studio [Page 6, Item 2]

Request: \$26,955

Access Sacramento successfully upgraded its production control room to high definition with one-time money in 2016-17. This request increases the functionality of the new HD equipment by also modernizing the work space with improved room lighting, several dubbing stations where shows recorded in the Hyperdeck's could

be easily copied for off-site editing, an additional router, a show clock timer and on-air light as ways to improving the overall professional quality of the space.

Coloma TV Studio

NewTek Talk Show	\$7,995.00	
JVC HDD Recorder	\$3,249.99	
Hyperdeck studio pro 2 @ 1895	\$3,790.00	
Speakers 2 @535	\$1,070.00	
Tricaster Audio Monitor 2 @ 195	\$390.00	
USB Hub for CG	\$95.00	
Router	\$285.00	
Kendall Howard Fixed Mount Cabinet	\$244.99	
Timer	\$399.95	
On Air light	\$145.00	
Wall Sound Treatment	\$629.99	
Producton Wall	\$400.00	
Lighting	\$419.95	
Arm for Tricaster Monitor	\$138.00	
HDTV	\$599.99	
Monitor stands x2	\$1,139.70	
Tool Box	\$161.41	
Shotgun Mic	\$458.95	
Microsoft Hololens Dev Hardware/Software	\$3,000.00	
Sales Tax	\$2,092.10	
Shipping	\$250.00	
Subtotal		\$26,955.02

Coloma Checkout Equipment [Page 6, Item 3]

Request: \$32,387

A variety of production equipment including lights, microphones and media storage are requested for use by members on a check-out basis, plus a service desk for the production office as a secure surface of inspecting equipment and assembling kits for check out.

Coloma Checkout Equipment

LED 3 Light Kits 8 @ 2079.70	\$16,637.60
Lavalier Mics 8@ 179.95	\$1,439.60
Utility Table	\$610.14
U-Desk Work station	\$3,449.00
Lighting Organizer 8 @354.88	\$2,839.04



10-Piece Studio Set	\$1,695.00	
Media Storage 10 @ 229.99	\$2,299.90	
AccessLocal.TV mics & lights	\$418.84	
Sales Tax	\$2,498.08	
Shipping	\$500.00	
Subtotal		\$32,387.20

Coloma Office Copier/Fax/Scanner [Page 6, Item 4]

Request: \$4,272

This is a renewal of our leased Ricoh copiers in the main office and the executive office previously supported by SMCTC. A renegotiation of the contract reduced the cost and also expands the capacity of this system.

Neighborhood News Bureau AccessLocal.TV Video Ingest / Cloud Transcoding / Website Management [Page 6, Item 5]

Request: \$48,760

Access Sacramento's remote desktop video delivery system has completed its BETA testing and is very close to full member roll out. A variety of programming department requests to align the automated e-mail notification for completed delivery and transcoding remain the last piece for the developmental portion of this ingest-system roll out. Contained within this project is the management of our the video delivery system which supports our youth journalism training program in partnership with a \$25,000 grant from the California Endowment's Building Healthy Communities program and our full member use. This proposal maintains our security systems and finalizes the video ingest, transcoding and movement of media toward our playback automation. The existing Hamachi delivery software will be maintained for another year, allowing those who know the existing system of transcoding files or DVDs to the automation platform from within the Access Sacramento office, while allowing others to transition to the new method and allowing all members to continue to be successful with the most flexibility for delivery.

The provided quote is for hardware that does the work described. The vendor is gracious enough to bill us monthly rather than at the front end, which helps us since SMCTC pays us in two payments. These devices and the cloud portion are of course supposed to work. If something goes wrong, the purchase is guaranteed and the vendor fixes it. This proposal is much like our LiveU COB PEG Fee budget line item noted on Page 6, Item 11. That process also uses our equipment combined with their equipment to create a great service for the public access community of broadcasters.

Office Equipment [Page 6, Item 6]

Request: \$6,422

This is a renewal of the line item from last year that equips the main office with its Comcast and Consolidated Communications cable connectivity for monitoring the our two channels, a camera and laminator for membership ID badges, and support for a display case in the Coloma Community Center,

Office Equipment		
OFF 2 -Office Black Magic Camera	\$1,405.00	
OFF 4 - Laminator	\$184.00	
OFF 6 - Display Case	\$894.00	
Sales Tax	\$211.06	
OFF 7 - CCI Cable 12 @ \$81.75	\$981.00	
OFF 8 - Comcast Cable 12 @228.92	\$2,747.04	
Subtotal		\$6,422.10

Office Software [Page 6, Item 7]

Request: \$2,126

This item includes a change to a new membership, reservation and inventory control software contract, Automation Log In software, FireSpring Website and e-mail system, remote credit card system and the renewal of the license agreement for our TV automation software and radio automation software, plus keeps one more year of a legacy contract for the FACIL database that maintains years of membership records, equipment inventory and checkout, room and edit station reservations from prior to the purchase of the Media Center Manager software and storage.

Office Software		
OFF 1 -Rue Share Management System	\$1,320.00	
OFF 3 - Log Me In	\$249.99	
OFF 4 - Go Daddy/Network Solutions Licensing	\$305.55	
OFF 5 - Becker / Facil Software	\$250.00	
Subtotal		\$2,125.54

Digital Media Lab Electrical Remodel & Equipment [Page 6, Item 8]

Request: \$24,313

In conjunction with the new I.T. Network, the Digital Media Lab was supposed to be expanded from six to 14 computers and to accommodate a shift from an all Apple lab to a combined use lab of Apple and IBM-style PC computers. This project was put on on-hold late in the fiscal year when it was determined an upgrade of the City of Sacramento’s electrical system for the lab’s home in the Mariposa room of the Coloma Community Center was needed to appropriately power and support both the IT Network, new computers and existing hardware.

This request includes the cost of the annual production software license from Adobe’s Creative Cloud.

It also includes a request for \$16,000 in electrical upgrades. This amount has supporting detail in the Appendix in the form of an e-mail from the building’s City of Sacramento electrician who consulted with a City engineer to provide a “no-more-than” bid. The Engineering Department’s work schedule prohibited getting a formal bid on improving the City’s electrical panel and room wiring, although the electrician indicated with high-confidence that the provided information was an honest maximum.

Tricaster Upgrades [Page 6, Item 9]

Request: \$35,159

Over the years, Access Sacramento has purchased NewTek Tricaster equipment in support of the Hub/Spoke/Wheel project and much of that equipment is now operating on older computer operating systems or older systems with less functionality. This project will align the systems so they can be taught and used by members without model-difference exclusions. This is also an acknowledgement that two of three Tricasters remain in the field at George Washington Carver High School and at DDSO Employment-Plus, but that the 3rd is being permanently placed at the Access Sacramento studio to better facilitate its use as a virtual reality training ground and playback/graphics resource in the main production control room. Replacement Pan-Tilt-Zoom cameras for use in the production office Green Studio (closet) are now needed after years of use and trouble configuring that system that is due for upgrade.

Tricaster Upgrades

455 to 460 upgrade	\$2,995.00
460 to advanced 3 @ 1995	\$5,985.00
HDMI Monitors 3 @ 349	\$1,047.00
HDMI Cables 3 @ 55	\$165.00

PTZ Cameras 3 @ 3225	\$9,675.00	
Remote Cam Controller	\$4,195.00	
Jason Harvel Case for monitor	\$649.00	
Libec PTZ Tripod/head/spreader 3 @ 499	\$1,497.00	
Cat 6 Modular plugs	\$49.99	
Cat 6 Riser CMR Cable 2 @ 149.99	\$299.98	
Porta Brace Wheeled Audio Cart Case	\$598.05	
Sales Tax	\$2,308.26	
Tricaster Talk & 3-Play Installation	\$2,500.00	
NewTek Talk Show Installation	\$3,195.00	
Subtotal		\$35,159.28

NNB Servers & Cloud Management [Page 6, Item 10]

Request: \$21,483

This request supports the management for existing internal servers, a test server, cloud-based content delivery servers and the website's operating system including its hardware and content storage specifically to handle both the internet based video collection, podcasts, and other web based media. Besides the individual video playback, many of these videos are aggregated into half-hour youth based news programs on the cable channel.

Live U Bonded Cellular Remote Transmission/Server [Page 6, Item 11]

Request: \$19,530

This is the annual rental/lease of the LiveU backpack and Linux server that allows us to broadcast live events from outside the station. This technology, called bonded cellular, connects the HD broadcast truck back to the station by splitting the HD signal into six audio/video pieces, sending them over cell service to the cloud, where they are reassembled and sent to the server in master control for broadcast of a live event five seconds later. The combination of our purchased equipment on the Truck and in master control, uses LiveU as the hardware connection to join both sides of the broadcast. Game of the Week and a variety of hometown TV events including youth film festivals and the Sacramento County History Day awards ceremony depend on this lease to provide the live coverage we provide in Sacramento County.

Community Memory Archive Database / Portal Management [Page 6, Item 12]

Request: \$29,074

The Community Memory project is a video on demand type service that takes video files, examines the audio and transcribes it (sort of like automatic closed captioning) and then allows a word search of those files, to pull back specific video clips from where those words were spoken. As we wrap up the last fiscal year, the public launch of this searchable video resource as a tool for finding archival footage of community events was announced at the annual membership meeting in June. This item purchases the annual software license that does the word search but also provides project management of the hardware computer storage and database, internet security for PEG purchased equipment since this is a public facing service with no login requirement, along with the awareness that as video producers and the public come to utilize this system that unforeseen demands on the hardware and public portal will require significant project management. No Access Sacramento staff are paid under this project, and the transfer of new local content into the system is handled by existing staff apart from this contract. Like many of our projects, this is a combination of existing hardware and software, with a unique integrated cloud based approach that stores and recalls programming for producers to reuse on our channels, with a resulting benefit to all Sacramento County residents who want access to local content in both the long form, or in a more specific search-type format. Indexing on more than 2,000 programs has been completed.

Cloud Storage [Page 6, Item 13]

Request: \$21,635

This is leased cloud storage, supporting archival footage off site with back up as a secure way to expand available local use of video. This is Cloud Storage and memory expansion for existing hardware spread over a 12-month contract since it will be expended in that way. We purchase from an outside company who handles the local hardware support and provides its linkage to the cloud. Original storage is also backed up in the cloud to ensure data isn't lost since some of the existing hardware is getting a bit older. This is all video based. [Audio cablecast programs are stored on hardware/servers in our radio area and are not a part of this storage project currently.]

HD Truck Upgrades (Camera 5/Intercom/HD DVR etc.) [Page 6, Item 14]

Request: \$91,287

This line item provides additional support to the HD truck in the field. The primary purchase is a new HD camera for use with an existing wireless transmission system. In the last year, for example, the truck used a standard-definition camera that was

up-converted for the HD transmission from the sidelines during football. Additional equipment supports a live data feed directly from the scoreboard equipment during football and basketball for direct CG input onto the screen during a game.

Additional support for existing HD equipment includes storage cases for the cameras, additional audio equipment and a variety of elements to improve the overall quality including motion backgrounds, and intercom support so that field talent can talk back and forth with press box announcers.

We recognize the HD truck is already an amazing vehicle. If you recall thought, based on Cable Commission requests in 2015-16 and 2016-17, a variety of support for remote broadcasting in the HD truck was scaled back in order to facilitate the commission's desire to fund other projects. Last year, for example, a \$65,000 box lens for the truck was removed from our request. While we still believe better lensing for the vehicle would be a significant improvement, our production staff believes other enhancements (either previously withdrawn or newly discovered) is the best way to provide the best service to Sacramento County. As we discover on an annual basis, the ability to use technology to create better content changes regularly, and new equipment makes our broadcasts even better.

For example, the Sportzcast device is a specialty interface that allows the scoreboard information/data to be read directly by the character generator in the truck. A cable physically connects the scoreboard operator's terminal in the football press box or the basketball scorer's table directly to the side of the truck. With proper coding, the Sportzcast box takes the data and automatically turns the data into readable text for use on the broadcast—without having to manually input changes like we do now. We are also requesting an additional camera to support the HD wireless transmitter. Intercom expansions would allow on-air conversations between sideline reporters and booth announcers.

This installation would be done by the HD Truck manufacturer and although the bid/quote from the vendor specifically lists Sportzcast, the installation of other TV Pro Gear purchased items is included. For the Sportzcast, it is set up specifically to our vehicle, its HD Compix 2-channel character generator, with the necessary position alignments needed to configure a precise display based on the positions of data like the game time, down, yards to go, score for home and visitors. This is a combination of device IT and local graphics work, but once established, can be adjusted for school colors and logos without interfering with the on-air data. Having a trained rep do this installation shortcuts the modification of the truck. For Sportzcast, it means immediate operation rather than a trial and error process of hoping the data streams at Burbank HS, for example, aligns with Folsom, aligns with Rancho Cordova, Franklin, or even the Golden 1 scoreboard since there are multiple types of scoreboard controllers. For camera 5, for example, it allows for the component engineering, routing, patching to be done by the design team and perfected as a package deal. No Access Sacramento staff would be paid as part of this installation.

HD Truck	
Panasonic Camera	\$15,000.00
Batteries	\$2,047.50
Rain Cape	\$389.00
Porta Brace Case	\$545.97
Dist. Amp 4 @ 195	\$780.00
Sportzcast w/ scoreboard Interface	\$1,599.00
Computer for Blue Title	\$2,999.00
Decimator Cross Converter 2@ 395	\$790.00
Roller Carts 2 @ 319.99	\$639.98
Spider Pod 3 @ 2495	\$7,485.00
Spider Pod Soft Case 3 @ 329	\$987.00
Hard drive	\$159.95
S16 Audio Box	\$699.99
Gator Cases 2 @ 159.99	\$319.98
Pro+ Weather Station HD w rem. Monitoring	\$269.97
Mic Flags 6 @ 13.99	\$83.94
HD Video Backgrounds 20 @ 15.31	\$306.20
Jason Hard Travel Case	\$649.00
LED Monitor and mount w 2 yr protection	\$1,056.95
Generator Ramp	\$409.99
i-pad for Audio/Router	\$835.28
Pelican Cube Case 3 @ 358.99	\$1,076.97
Zoom & Focus Lens Kit	\$1,749.00
Fiber Sampco Cables 3 @ 1811.95	\$5,435.85
Talent Ear Piece 3 @ 179	\$537.00
Monitor Deluxe Kit w batteries/chargers/shoe	\$1,049.00
Panasonic Camera Viewfinder	\$2,795.00
Fujinon Zoom Lens	\$24,395.00
Clear Com Wireless IFB Transmitters 2 @ 1400	\$2,800.00
Clear Com Receiver Belt Pak Receivers 2 @ 800	\$1,600.00
Middle Atlantic Storage Drawers 2 @ 247	\$494.00
Black Magic Mini converter audio to sdi 2 @ 185	\$370.00
Black Magic SDI to HDMI mini converter 2 @ 185	\$370.00
Sales Tax	\$6,861.67
Shipping	\$700.00
Camera/Intercom/Sportzcast etc. Installation	\$3,000.00
Subtotal	\$91,287.19

IT Network Expansion & Management [Page 6, Item 15]

Request: \$50,518

In the last year, SMCTC PEG Fund support helped Access Sacramento to install and implement a new I.T. network, so that connectivity could be improved in a variety of ways: for members moving video from the production control room to the digital media lab for editing, improved on-line ingest of files toward the playback automation server, and with reduced need for loading either flash drives or DVD's into our computers to move media from one location to another.

Several companies were consulted and designs were considered and an installation and management plan was finalized to support those goals.

This network system supports production in a variety of specific ways, including with an awareness that the 2016-17 brought an upgrade to the phone and internet system removing the analog copper wire connections and moving exclusively to fiber. This change supports the requested caller-phone-screener system requested for the radio operation and the Skype-caller NewTek Talk show system for Production control. The final upgrade installs the necessary components to the website for integrated video-on-demand access. Video playback support from Master Control is a part of that contract, but the website integration is supported here.

IT Network

APC Power Dist Unit/Surge Protectors x2	\$467.98	
Tripp Lite Rack Server Cabinet	\$1,321.20	
Cisco Ethernet Switch	\$1,360.00	
Shelf Unit x4	\$414.08	
KVM Unit - Widescreen rack	\$1,349.99	
Phone System for IT	\$9,750.00	
Load Balancer	\$6,995.00	
Surface Pro	\$1,968.00	
Line conditioner x6	\$814.20	
Sales Tax	\$2,077.44	
Net 2 - Mindshift Network Maintenance	\$24,000.00	
Net 3 - Fire Spring Monthly 12 @ \$134	\$1,608.00	
Net 4 - VOD Website Portal	\$6,000.00	
Subtotal		\$50,517.89

Coloma Studio Lighting Expansion & Conversion [Page 6, Item 16]

Request: \$163,398

This item #16 works in tandem with the next #17 to finish the reset of the TV Studio for a fully integrated High-Definition capacity at the Coloma Community Center. The lighting equipment uses older style lighting instruments and control systems that are not energy efficient. They also produce high studio temperatures which also is not energy efficient. This upgrade uses high-efficient LED lighting instruments and provides extreme flexibility by having the ability to change the lighting colors pointed at the sets making members much more efficient in their set up times. This is even more beneficial because the lighting set ups can be 'memorized' and easily recalled when the member returns to the studio the next time.

Studio Lighting Conversion

Elation Pro Hedge Hog 4 Series	\$8,625.00	
DMX Pro Processor 8000	\$7,065.00	
DDC to DMX Decoder 4 @ 85.98	\$343.92	
Digitrax Controlling Relays	\$401.98	
DMX Splitter 2 @ 419.98	\$839.96	
Battery Back ups 2 @ 615.49	\$1,230.98	
6 channel DMX Dimmer pack	\$449.99	
lighting Controller USB interface	\$399.99	
8 CYC Lights 8 @ 719.20	\$5,753.60	
4 1 LK LED key lights 4 @ 9654.95	\$38,619.80	
Arri 5" Fresnels 6 @ 2337.50	\$14,025.00	
Arri BroadCaster 2 plus DMX LED Panel 18 @ 1185.75	\$21,343.50	
4 Cutouts w LEDs behind 2 @ 6555.24	\$13,110.48	
RGB LED Strips for backlight effects 2 @ 1562	\$3,124.00	
Power for Lights 12 @ 279.99	\$3,359.88	
ETC Source Four LED for Spot 2 @ 2495	\$4,990.00	
Light stand with Wheel	\$1,278.88	
DMX Cabling 300 5 @ 161.79	\$808.95	
Desktop Monitor w touch screen	\$695.95	
Elation pro cat 6 Ethercon cable 2 @ 62.99	\$125.98	
Series Rack	\$205.00	
Desk & Chair	\$170.51	
Convertors/splitters/power supplies/terminators	\$7,500.00	
Sales Tax	\$11,429.81	
Integration Plan & Purchasing	\$7,500.00	
Installation & Training	\$10,000.00	
Subtotal		\$163,398.16

Coloma Studio Sets & Hard Wall Green Cyclorama [Page 6, Item 17]

Request: 39,885

In an informal survey of members during their recertification training classes for use of the HD Studio, the number one request by members was for more modern and flexible studio furniture and set pieces. This item provides a solution to that need, not only regular set pieces, backdrops and elements suitable for lighting for a truly contemporary design, but also provides a full-sized green-screen surface to maximize the capacity of the Production Control Room's virtual reality capacity using the HD switcher and NewTek Tricaster green screen ability.

Sets & Green Hard Cyclorama

Cyc Wall Design Integration Installation	\$8,494.00	
Set Pieces	\$9,679.50	
Set Chairs	\$5,187.00	
Floors and Painting	\$4,000.00	
Curved/Flat Set panel System	\$9,400.00	
Sales Tax	\$3,124.64	
Subtotal		\$39,885.14

Master Control Play Out Management & VOD Expansion [Page 6, Item 18]

Request: 10,198

The Access Sacramento is in the process of installing the new HD Flex4 Tightrope automation system for Channel 17 & 18 playback on the cable systems, and for direct Internet streaming. [Installation is planned for June 5-9, 2017.] This provides for a standard-definition play-out as required by Comcast Cable, but also allows simultaneous streaming of a wide-screen High-Definition signal. This feature will greatly enhance the look of our channels on-line and will mean the very highest quality for streaming video via our website portal. This proposal is particularly powerful since all programming originating from our the TV Studio at the Coloma Community Center and the remote HD Truck is being created in High-Definition.

The system is also capable of managing Video-on-Demand Services, and this request supports the annual software maintenance agreement, and also provides an expanded on-site back up storage for legacy SD programs, and improved security for the Tightrope system when it interacts with members' portable storage media like Flash drives, DVDs and hard drives.

Master Control Automation/Computers

PROG 1 -Tightrope Software Assurance	\$3,450.00	
PROG 2 - Pegasus 48TB Drive	\$5,200.99	
PROG 3 - Flash Drive Security	\$999.95	
PROG 4 - Flash Drives	\$547.00	
Subtotal		\$10,197.94

CAPITAL PUBLIC RADIO



April 21, 2017

Mr. Robert Davison, Executive Director
Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Re: Request for funding FY 2017-2018

Dear Mr. Davison & Sacramento Metropolitan Cable Television Commissioners,

The Sacramento Metropolitan Cable Television Commission has provided substantial annual support to Capital Public Radio since 1989. Your financial commitment continues to be vital support to the quality and diversity of programs and services that we are able to bring every day to the greater Sacramento community.

As you may know, Capital Public Radio started as a single terrestrial radio station in 1979, and today is a seven-station network broadcasting News and Music to the Sacramento region to more than 450,000 listeners each week and an ever-increasing global audience through the Internet. Essential to our everyday lives, Capital Public Radio enriches the experience of listeners in the Sacramento region – in the words of a listener, “CapRadio makes the world a better place”.

Capital Public Radio is the local NPR member station serving California’s Central Valley and Sierra Nevada. In addition to signature programs on our four *CapRadio News* stations such as *Morning Edition*, *All Things Considered*, *Fresh Air*, *Marketplace* and *Car Talk* from NPR, American Public Media and Public Radio International, CapRadio has its own award winning news department. Our news team includes Health Care, Environment, and Food & Sustainability beats as well as a Capitol Bureau covering state government, and *Politifact California*, a first-of-its-kind partnership with the Pulitzer Prize-winning organization Politifact.com.

In addition to our own multiplatform newsroom (radio, online, digital), daily content is distributed through the Capital Public Radio Network (CPRN) to more than 50 public radio stations statewide as well as to stations in Nevada, Oregon, and Washington – reaching more than three million listeners each week. *CapRadio News* also produces *Insight with Beth Ruyak*, a one-hour daily public affairs show, and *The View From Here*, a nationally distributed, award-winning community engagement documentary series delivering powerful, authentic, and important stories that reflect our region.

CapRadio Music, primarily classical and jazz, has been at the core of Capital Public Radio since its inception. We program classical and jazz music on three of our seven terrestrial radio signals. Consistent with the mission and vision of Capital Public Radio, *CapRadio Music* exists, at its most basic level, to provide – on radio and digital platforms – music and entertainment as well as valued information relevant to our music formats.

With 75 staff members, CapRadio is a strong, growing, stable, organization delivering high quality public radio experiences to the communities we serve. As new content delivery systems have emerged, we have grown at a rapid rate and evolved into an organization that provides dynamic content across new platforms that reaches well beyond the confines of traditional terrestrial radio signals.

HIGHLIGHTS OF FY 2016-2017:

In November 2016, Capital Public Radio News launched this year's ongoing series through our documentary unit, ***The View From Here***, about Sacramento's Affordable Housing Crisis. This year-long series, involving the entire news team, is devoted to examining the history, politics and economics of the affordable housing crisis here in Sacramento.

As part of this important initiative, we will be co-hosting the *2017 California Housing Forum: The Future of the State's Housing Dilemma and its Economy* in May 2017. Partners include Milken Institute, The California Endowment, California Business Roundtable and the Local Government Commission.

The View From Here documentary unit is also spending a year at Encina High School with 1,100 students who speak 21 languages with 56 teachers. Encina Preparatory (6-12) High School serves families who come from around the world and across the street. For the 2016-2017 school year, the unit will document culture, resilience, challenges and change in this suburban Sacramento school through radio features, photos essays and video portraits.

Additionally, Senior Community Engagement Strategist jesikah maria ross and Interns Vanessa Nelson and Marianna Sousa collaborated with a Youth Media Team over five weeks this past fall to create social media stories about their hopes and struggles. Fifteen youth created over 200 Instagram posts documenting their lives and shared them with families and teachers at the school's annual Open House. At the event, a mobile portrait studio was set up for family photos and a Story Station where parents, teachers, alumni, boosters and students shared their views and experiences.

Through this project, CapRadio is:

- Increasing skills and confidence among youth to tell their stories.
- Building public understanding of the challenges facing low income communities.
- Addressing misconceptions and stereotypes about the Encina school community.
- Generating greater representation of vulnerable youth and families in public media.

California Counts, a collaboration started in 2015, includes California's four leading public radio stations - Capital Public Radio, KPBS San Diego Public Radio, KQED San Francisco Public Radio, and KPCC Southern California Public Radio. The collaboration produced reports that captured the voices of voters, no matter what age, political persuasion or demographic. Reports were shared statewide through the Capital Public Radio Network and nationally, on NPR. This collaboration will continue for the next two years with funding anticipated from the Corporation for Public Broadcasting and the James Irvine Foundation.

After nearly 20 years at Capital Public Radio and twice that in the radio industry, Station Manager **Carl Watanabe** retired in January 2017. Watanabe began his career as a folk music and jazz host, and grew into hosting classical music. In his most recent role as Ombudsman, he used his own curiosity and desire for transparency to connect one-on-one with our diverse and passionate audience. Before his 19-year tenure with CapRadio, Watanabe worked at New Hampshire Public Radio.

Kevin Doherty took over as host of morning classical on CapRadio Music in August 2016. You may hear his friendly voice weekdays from 6:00 to 10:00 AM. With a deep knowledge of classical music, experience as a professional opera performer, and an engaging on-air style, Doherty has become a favorite with CapRadio listeners, just as he was at his previous station, WUOT in Knoxville, Tennessee, where he hosted the weekend program *Early Morning Concert*.

In September 2016, **Randol White** joined the CapRadio newsroom as anchor of *All Things Considered*. He reports alongside host Devin Yamanaka in the studio on weekday afternoons. The Northern California native is an award-winning broadcast journalist with more than two decades of radio, television, web and print experience. Most recently, White was the first-ever news director at KCBX Public Radio on California's Central Coast. He built a newsroom from the ground up, based on NPR-style reporting guidelines and blended it with a strong focus on the issues and topics important to his local audience. During his tenure, White won a first-place PRNDI Award for his creative writing and use of sound. Earlier in his career, he anchored and reported at stations in California, Wisconsin, and Oregon.

The **CapRadio Garden** continues to thrive with volunteer support. Over 50 volunteers from Leo A. Palmiter Jr./Sr. High School, Sac State and the CapRadio Garden Council transformed our garden beds from summer to winter in November 2016. Summer plants were harvested and removed, compost from Sac State churned into the soil and more than 400 plants planted, in addition to various seeds and cover crops. These winter plantings included root vegetables, leafy greens, legumes, herbs and beneficial flowers for our bees. During the summer season, more than 2,643 pounds of produce were donated to the community and more than 100 pounds of honey was also harvested from the CapRadio Bees.

MOST RECENT AWARDS:

2017

- Sacramento Arts and Business Council: Arts Journalist of the Year - **Beth Ruyak**
- 21st Annual Webby Awards in the Podcasts & Digital Audio, Arts & Culture category: **Hey Listen!** Hosted by Nick Brunner.

2016

- Jazz Summit, Duke Dubois Jazz Humanitarian Award for the for an individual whose contributions go beyond jazz radio community to advance the art form honored CapRadio Jazz Director, **Gary Vercelli**.
- PRNDI award, first Place in short documentary for **The View From Here: Undocumented Student Feels Like An American Girl**.
- PRNDI award, Second Place in Enterprise/Investigation for the **multimedia series investigating use of force by law officer** by Bob Moffitt and Marnette Federis.
- Edward R Murrow Award for Bob Moffitt's sports reporting, **Sacramento Boxer and Stockton Trainer Head to Olympic Trials**.
- APTRA Award for Best Sports Reporting for **California Kids Prepare for Steel Cage Matches** by Bob Moffitt.

FUNDING REQUEST:

Annual funding from the Sacramento Metro Cable Television Commission helps Capital Public Radio to proudly provide, not only the very best in NPR programming, but also includes:

- ◆ 24-hour music programming including daily classical music, evening jazz and local music programs such as *Excellence in Jazz* – Great jazz by Jazz Greats, *Connections* hosted by Stephen Peithman – exploring the often-surprising links between concepts, themes and people in classical music from medieval to modern, *Hey Listen!* – Hosted by Nick Brunner (and the reinvention of *Blue Dog Jam*) locally curated two-hour show featuring cutting edge bands and their influential roots, and *At the Opera with Sean Bianco*, a weekly locally hosted show providing opera music and educational commentary.
- ◆ Our award winning, locally produced daily news reports.
- ◆ Our award winning, locally produced documentaries.
- ◆ Our locally produced and innovative daily public affairs program, *Insight with Beth Ruyak*.
- ◆ Our Capitol News Bureau and the Capital Public Radio Network, an innovative and well-respected news bureau that covers both the state legislature and local government providing reports to more than 50 stations in California, Southern Oregon, and Western Nevada.
- ◆ 24-hour online streaming of Jazz and Classical Music in addition to streaming our regular broadcasts.

In order to maintain our local programming at the current level, Capital Public Radio is requesting a grant in the amount of **\$18,962.00** from the Sacramento Metropolitan Cable Television Commission for general operations.

The request for funding for **general operations** will support the following services:

- Approximately 5% of our music programming personnel cost including *Excellence in Jazz* (weeknights from 7 PM – 11 PM), *Mick Martin's Blues Party* (weekly four-hour show), *Hey Listen!* with Nick Brunner (a weekly two-hour show) and *At the Opera with Sean Bianco* (weekly four-hour show).

In addition to the general operations request, Capital Public Radio is requesting support for a **one-time PEG equipment purchase** in the amount of **\$8,320.50**.

- With the ongoing growth of Capital Public Radio and the planned expansion of our facilities, there is a strong practical and business need to design a broadcast audio infrastructure that provides greater reliability and cost savings compared to the analog systems that are currently in various stages of transition, thanks to previous grants from the Sacramento Metropolitan Cable Television Commission.

The equipment we are requesting is from Axia Audio, the studio audio division of Telos Alliance, the leader in audio-over-IP for broadcasting. The foundational technology in all Axia products enables high reliability, low delay, uncompressed digital audio over Ethernet.

Our specific request is for the **Axia PowerStation**. The PowerStation is the final piece of equipment that is required for the classical music studio equipment upgrade that began two years ago with support from the Sacramento Metropolitan Cable Television Commission. This is the actual processor that links the studio network to the Mixing Console. It also allows for virtual mixing so that when the studio is on the air, profiles and virtual mixes can be programmed by the air talent at their desks for later use when their air shifts begin in the studio.

The PowerStation is an all-in-one studio solution that combines audio I/O, a console power supply, mixing engine and built-for-broadcast network switch into one easy-to-deploy package. Each PowerStation Main provides 4 Analog inputs and 6 Analog outputs, 2 AES/EBU inputs and 2 AES/EBU outputs, 2 Microphone inputs with selectable Phantom power, 4 GPIO machine-control logic ports, each with 5 inputs and 5 outputs, an integrated network switch with 14 100BASE-T Ethernet ports and 2 1000BASE-T (Gigabit) ports with SFP, a heavy-duty Telecom-grade power supply with fan-less convection cooling, and an industrial-grade CPU designed for harsh-environment reliability.

Total request for funding is \$27,282.50:

\$18,962.00 general operations

\$8,320.50 one-time PEG equipment

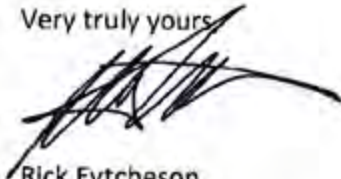
Capital Public Radio has delivered superior-quality news and music programming to Northern California for more than 38 years. Capital Public Radio is a private, nonprofit, community based organization, and we are affiliated with California State University, Sacramento (Sac State). However, we do not receive any funding from the university.

As part of our recognition for your support, the Sacramento Metropolitan Cable Television Commission is acknowledged on air a minimum of once per month on our stations, 90.9 FM and 88.9 FM and is linked on our website, capradio.org.

On behalf of all of us at Capital Public Radio, I wish to express my sincerest appreciation for the many years of faith you have placed in us, and for this opportunity to request your continued support.

Please feel free to contact me at your earliest convenience if you need additional information or have any questions.

Very truly yours,



Rick Eytcheson
President & General Manager

CHANNEL LICENSEE NAME: CAPITAL PUBLIC RADIO

Fiscal Year 2017-18 Funding Requests (Operations & PEG Equipment/Facilities)

Description	GENERAL FUND		PEG FEE FUND			GRAND TOTAL
	Operations / Capital Fac. / Equip. Base	GENERAL FUND TOTAL	PEG Equipment / Facilities Base	One-Time PEG Equipment	PEG FEE FUND TOTAL	
General Fund: Operations Base	\$ 18,962.00	\$ 18,962.00			\$ -	\$ 18,962.00
General Fund: Capital Facilities/Equip Base	\$ -	\$ -			\$ -	\$ -
PEG Fund: Facilities / Equipment Base	\$ -	\$ -		\$ 8,320.50	\$ 8,320.50	\$ 8,320.50
PEG Fund: One-Time Equipment	\$ -	\$ -			\$ -	\$ -
TOTAL FISCAL YEAR 2017-18 FUNDING REQUEST:		\$ 18,962.00			\$ 8,320.50	\$ 27,282.50


Signature

April 21, 2017
Date

Rick Eytcheson, President & General Manager
Name & Title

Please attach vendor quotes / supporting documentation for all of the items requested above.



BROADCASTERS GENERAL STORE

2480 S.E. 52nd Street
Ocala, FL 34480

VOICE: (352) 622-7700

FAX: (352) 629-7000

QUOTATION

Quote #: 507185

Date: 04/21/2017 MOST QUOTES VALID FOR 30 DAYS

Page: 1 PLEASE VERIFY PRIOR TO ORDERING

Quote For: RICK COPELAND, MG

Submitted By: Kim Forgyson

BILL TO:
CAPITALPR Initial
CAPITAL PUBLIC RADIO
7055 FOLSOM BLVD.
SACRAMENTO, CA 95826- US
RICK COPELAND

SHIP TO: Initial
CAPITAL PUBLIC RADIO
7055 FOLSOM BLVD.
SACRAMENTO, CA 95826- US
RICK COPELAND, MGR
1-916-278-8911

Please supply us with your AP email so we can send invoices via email.

CUSTOMER PO #	SHIP VIA	PAYMENT TERMS	PHONE	FOB
RFQ	UPS Ground	SPECIAL-30 DAYS/REG-31	1-916-278-8911	ORIGIN

LINE	ITEM NUMBER	DESCRIPTION	UNITS	DISC EACH	DISC TOTAL	LIST EACH	LIST TOTAL
1	TEL-200100251	AXIA POWERSTATION INTEGRATED MIX ENGINE/PWR SUPPLY/SWITCH & I/O	1	8,320.50	8,320.50	9,245.00	9,245.00
				Sub Total	8,320.50		9,245.00
				Sales Tax	0.00		0.00
				YOUR PRICE	8,320.50	LIST PRICE	9,245.00

FREIGHT NOT INCLUDED IN QUOTE - FREIGHT CHARGED SEPARATELY.
LEAD TIME APPROXIMATELY ONE WEEK
THANK YOU!

Submitted By: Kim Forgyson, Phone: 352-622-7700, Email: kim@bgs.cc
PLEASE VERIFY DESCRIPTIONS FOR ACCURACY, INITIAL BILL & SHIP-TO ADDRESSES AND
ACCEPT WITH SIGNATURE. Thank you for the opportunity to quote on your requirements!

Purchaser's Acceptance
Quotation accepted by _____
Title _____ Date _____
Customer PO# _____

FREIGHT AND ANY APPLICABLE TAX WILL BE ADDED TO INVOICE (unless stated otherwise). IF TAX EXEMPT, a certificate of exemption is required BEFORE the order can ship. BGS has a 30 Day Return Policy with RMA supplied by BGS - note that freight is nonrefundable. We do our best to avoid restock fees but non-stock items can incur a restock of 10%-100% depending on the vendor. Payment terms are subject to credit approval. Credit card orders may incur an additional 3% administrative fee that would be added to your payment.

Unless provided otherwise, most quotes are valid for thirty (30) days. The purchase of goods from this quotation is with the understanding that the Seller retains title and right to possession of the goods until they are paid for. In the event of a default in payment the Buyer agrees to pay all costs of collection, including attorney's fees and interest shall accrue at the rate of 18% per annum. Any litigation concerning this quotation, or any agreement arising from it, shall take place in Marion County, Florida. Customer will be responsible for any applicable freight, sales tax, custom or duty charges unless otherwise noted.

KVIE, INC.



KVIE Public Television
1111 W. 11th Street, Room 100
Sacramento, CA 95811
Phone: 916.980.1000
Fax: 916.980.1000

April 24, 2017 (revised July 7, 2017)

Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Dear Commission:

Thank you for the opportunity to request our annual operations base grant and funds for one-time PEG equipment opportunities that will strengthen KVIE's operation and its KVIE2 service to cable television viewers in Sacramento County.

Grants received from the Commission represent one of the largest grants from a single funder. Your annual grant continues to be one of the largest grants from any one funder during our year and helps us to continue to invest in our service for the benefit of our community.

Our request includes our ongoing operations base of \$230,233 and capital items consistent with items designed for purchase through the 1% PEG fee of \$539,028.81 for a total request of \$769,261.81.

Our request includes projects that will strengthen KVIE's facility, production/content creation abilities, and our technical core and program dissemination.

Foundation Leveling – The soil under the foundation slab on the south side of the building is subsiding. That portion of the slab has sunk about two inches. This has caused significant cracking in the walls and damage to the floors. The problem will only get worse if it is not addressed now.

The foundation slab will be restored to level by the installation of push piers at the outside edge of the slab along the south side. Push piers will also be installed under the interior load-bearing columns along the south side. Offices and work areas will need to be vacated, completely cleaned out and temporarily relocated. Floor covering will need to be removed. All landscaping, including the removal of several large shade trees will have to be removed.

The kitchen counter in the lounge will need to be replaced. All floor coverings will need to be replaced. The flooring in the affected areas will need to be replaced. The cracks in the walls will need to be repaired and painted. The affected landscaping will be replaced with zero-scape, ground cover but no vegetation.

BUILDING FOUNDATION LEVELING EXPENSE SUMMARY		
ITEM	DESCRIPTION	AMOUNT
Foundation Repair of CA	Installation of Push Piers	\$95,480.00
Landscape Expense	Removal of existing landscape and replacement	\$20,068.00
Structural Engineer	Structural engineering and supervision	\$8660.00
Floor Covering	Remove and Replace	\$14,733.90
Anticipated Paint, Relocation, Contingency Expense	Wall repair and paint; temporary office relocation and contingency	\$12,000.00
Lounge Kitchen Counter and Cabinet Replacement	Removal and replacement of lounge counter and cabinets	\$21,450.00
TOTALS		\$172,391.90

Studio Floor Leveling – The current studio floor is riddled with potholes that are growing in number and size. As a stop gap, we have been filling them but those efforts are not holding up to the ongoing use of heavy equipment such as the scissor lift, studio cameras and sets. The time has come to completely resurface the studio floor, which will greatly improve safety.

Production Vehicle – KVIE has a number of fleet vehicles, some nearing the end of their useful service life. KVIE needs to replace SUVs used to transport production equipment, staff and supplies to video shoots. This request is for one SUV at a total cost of \$32,283.92 plus an estimate of \$400 for graphics.

Production Edit Computer Replacement – All programs we produce that air on our 6.2 PEG channel are currently edited on MAC workstations that are in our edit booths and connect to our production network storage. Last year’s grant upgraded the storage. The MAC workstations are becoming a problem because some are not upgradable to the latest operating system and are not compatible with driver software. This is costing us downtime. There is no future with these workstations. This project replaces the MACs with PCs. This will solve the software/hardware compatibility problems and reduce maintenance downtime.

Framestore/Crossconverter – A frame synchronizer/cross-converter is used to process video and audio to control levels, correct timing problems, convert between various digital formats and to properly insert closed captions. It operates on video in real time. The hardware used for our PEG channel failed and has been temporarily replaced by one used for production of our programs.

HVAC Control Software/Hardware Migration – Siemens is phasing out the use of Insight, our current building automation software. The current version of Insight is unable to be used with the latest computer hardware and software. Support for our current version of Insight stops at Windows 2008.

The Desigo software upgrade is the building automation software that is compatible with all of the latest computer hardware and software and will manage the new HVAC units recently installed.

Microsoft Exchange Server Software/Hardware Upgrade – Our Exchange servers process our email. This project upgrades our Exchange Software and Hardware to the latest version.

EAS Downstream Keyers – KVIE is required by the FCC to transmit Emergency Alert System (EAS) test and alert messages on all our channels, which includes our PEG channel. Presently, some messages are truncated because of length. The manufacturer of the keyer we now use advises this problem cannot be fixed. This project purchases an external downstream keyer that will properly process the EAS messages.

Engineering Shop Tools – This project purchases tools for the engineering department that will be used to install and repair equipment used in the PEG channel signal path and for program production. It also purchases an AC/DC clip-on ammeter. It will be used to identify and troubleshoot the electrical circuits that feed the signal path and production equipment.

Studio IFB – A new IFB system will expand the direct Producer-to-Talent communications of our current 3-channel system to 4 channels. The current system is more than 10 years old and only 2 of the 3 channels are reliable.

Phantom 4 Pro Drone Package – Drone technology is now capable of producing very high quality video, which will enable us to capture aerial footage for use in local and regional production. Previously, we purchased stock footage or hired a helicopter, pilot and the necessary camera equipment for \$7,000/day.

Easyrig Minimax – This rig is designed to be used with smaller field cameras, similar to a more expensive Steadicam set-up, and allows for smoother “walk and talk” recordings for our field-based productions.

Carpet for Studio Sets – KVIE has not had a wide selection of floor coverings (colors, textures, styles and sizes) for studio productions. Having a variety from which to choose enables KVIE to create refreshed new looks for our studio productions.

Motorized Slider for Small EFP Camera – A motorized slider allows for the use of a secondary smaller camera to create effective movement for a wider look during interviews, both in studio and in the field.

Portable Seated Riser – These risers allow KVIE to have professional quality seating for studio audiences, including the growing number of concert events we host. The current solutions are to rent costly set-ups or “creatively build” our own, which is time consuming to design, build and tear down.

Robo Camera for Studio – Overhead in-studio cameras are effective because they can be placed in areas not accessible to floor cameras. This fixed position camera will be mounted on our lighting grid and can be remotely panned, tilted, zoomed and focused. Because they are inconspicuous so as not to

appear in other cameras' views, they create a 360-degree set similar to the one we used for the Congressional Debates held in our studios.

Again, thank you for supporting KVIE with continued funding for KVIE2 that provides Sacramento County residents with quality, educational television that unites them and connects them to the world around them.

Sincerely,

David Lowe

David Lowe
President & General Manager

Attachments: KVIE FY18 Budget, PEG Fee Funding Request, Vendor/Equipment Price Quotes

KVIE Budget Report
Fiscal Year 2017/2018

KVIE Total		FY2018 Budget
Revenue Sources		
SMCTC Operations Grant	\$	230,233
SMCTC (PEG) One-Time Equip	\$	536,899
Dues/Memberships/Fees	\$	7,212,233
Interest	\$	120,000
Other	\$	4,777,915
Total	\$	12,877,280
Expenditures		
Personnel	\$	4,263,559
Services & Supplies/Operations/G&A	\$	7,459,969
Grants/Scholarships	\$	-
Fixed Assets/Equipment	\$	611,000
Total	\$	12,334,528

CHANNEL LICENSEE NAME: KVIE

Fiscal Year 2017-18 Funding Requests (Operations & PEG Equipment/Facilities)

Description	GENERAL FUND		PEG FEE FUND				GRAND TOTAL
	Operations / Capital Fac. / Equip. Base	GENERAL FUND TOTAL	PEG Equipment / Facilities Base	One-Time PEG Equipment	PEG FEE FUND TOTAL	PEG FEE FUND TOTAL	
General Fund: Operations Base	\$ 230,233.00	\$ 230,233.00			\$ -	\$ -	\$ 230,233.00
General Fund: Capital Facilities/Equip Base		\$ -			\$ -	\$ -	\$ -
PEG Fund: Facilities / Equipment Base		\$ -		\$ 172,391.90	\$ 172,391.90	\$ 172,391.90	\$ 172,391.90
Foundation leveling project Foundation Repair of CA - \$95,480; Carson Landscape - \$20,068 GeoStructural Eng - \$8,660 S&G Carpet - \$14,733.90 Anticipated Paint/Relocate - partial K-Squared - \$21,450							
PEG Fund: Facilities / Equipment Base		\$ -		\$ 18,900.00	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00
PEG Fund: Facilities / Equipment Base		\$ -		\$ 32,683.92	\$ 32,683.92	\$ 32,683.92	\$ 32,683.92
PEG Fund: Facilities / Equipment Base		\$ -		\$ 128,832.86	\$ 128,832.86	\$ 128,832.86	\$ 128,832.86
PEG Fund: Facilities / Equipment Base		\$ -		\$ 5,075.25	\$ 5,075.25	\$ 5,075.25	\$ 5,075.25
PEG Fund: Facilities / Equipment Base		\$ -		\$ 23,625.51	\$ 23,625.51	\$ 23,625.51	\$ 23,625.51
PEG Fund: Facilities / Equipment Base		\$ -		\$ 2,836.18	\$ 2,836.18	\$ 2,836.18	\$ 2,836.18
PEG Fund: Facilities / Equipment Base		\$ -		\$ 8,940.41	\$ 8,940.41	\$ 8,940.41	\$ 8,940.41
PEG Fund: Facilities / Equipment Base		\$ -		\$ 10,502.60	\$ 10,502.60	\$ 10,502.60	\$ 10,502.60
PEG Fund: Facilities / Equipment Base		\$ -		\$ 1,433.54	\$ 1,433.54	\$ 1,433.54	\$ 1,433.54
PEG Fund: Facilities / Equipment Base		\$ -		\$ 3,125.72	\$ 3,125.72	\$ 3,125.72	\$ 3,125.72
PEG Fund: Facilities / Equipment Base		\$ -		\$ 53,449.52	\$ 53,449.52	\$ 53,449.52	\$ 53,449.52

PEG Fund: Facilities / Equipment Base	Motorized slider for small EFP camera	\$ -	\$ 4,280.02	\$ 4,280.02	\$ 4,280.02
PEG Fund: Facilities / Equipment Base	Siemens Desigo CC Fast Forward Building HVAC Controller Software and Workstation Migration	\$ -	\$ 24,187.24	\$ 24,187.24	\$ 24,187.24
PEG Fund: Facilities / Equipment Base	Portable seated riser	\$ -	\$ 9,412.51	\$ 9,412.51	\$ 9,412.51
PEG Fund: Facilities / Equipment Base	Exchange server hardware and software	\$ -	\$ 39,351.63	\$ 39,351.63	\$ 39,351.63
TOTAL FISCAL YEAR 2017-18 FUNDING REQUEST:		\$ 230,233.00	\$ 539,028.81	\$ 539,028.81	\$ 769,261.81

Signature _____ Date _____

Name & Title _____

Please attach vendor quotes / supporting documentation for all of the items requested above.

**SACRAMENTO
EDUCATIONAL CABLE
CONSORTIUM**



April 21, 2017

2017-18 SECC AND BESTNET OPERATIONS & ONE TIME PEG FUNDING REQUEST

Bob Davison
Executive Director
Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Dear Bob:

Attached is the Sacramento Educational Cable Consortium's (SECC) and BESTNet 2017-2018 Operations and One Time PEG Fee Funding request.

- **SECC** is requesting \$443,936 in funding from the SMCTC PEG Fee and General Funds. Specifically:
 - **\$148,002** in one-time PEG Facilities and Equipment funding
 - **\$41,000** for SECC general operations (part of operational grant) from PEG Fee Fund
 - **\$311,454** from the General fund (SECC operational grant) to supplement the SECC budget.
- **BESTNet** is requesting:
 - **\$600,000** 2016-2017 Carryover for Phase 3-Year 5 School Connections from the PEG Fee (note this is not listed on the spread sheet since it's carryover)
 - **\$600,000** for Phase 3 – Year 6 School Connections from PEG Fee (leaves a balance of \$181,508 for Year 7)
 - **\$65,780** from the general fund for operations

DETAIL: ONE TIME PEG FEE FUND REQUEST

• \$28,002 Replacement and upgrade of SECC Production Equipment: ✓

To update and replace SECC field production equipment and upgrade the editing capabilities.

SECC continues to work with all SECC member educational institutions to assist in their production needs and assist in establishing a presence on the educational channels. SECC staff is expanding its services through cooperative efforts, utilizing student interns and production capabilities of its member organizations. All produced content is aired on the educational channels and subsequently distributed through other social networking media. To maintain its level of service, SECC needs to:

- Replace two seven-year old cameras and purchase two new cameras to replace the 2 cameras borrowed from SECC members (those cameras are also 7 years old.) SECC has been utilizing 4 cameras for 7 years.
- Enhance its production capabilities and replace aging and broken equipment. The following is SECC's proposed request:

Drobox 40TB Storage System	\$2,240.05	1	\$2,240.05	✓
OWC 65' Thunderbolt Cable	\$449.75	1	\$449.75	✓
Apple 6' Thunderbolt Cable	\$39.99	1	\$39.99	✓
SKB 6U Roto Shallow Rack Case	\$179.99	1	\$179.99	✓
Marshall 17" Rack Monitor with SDI & Waveform	\$1,380.00	1	\$1,380.00	✓
Sony PXW-Z100 4K XDCAM Camcorder	\$4,499.00	4	\$17,996.00	✓
Sony RM1BP Remote Commander	\$219.95	2	\$439.90	✓
Sony AC Adapter and Charger - L Series	\$99.00	1	\$99.00	✓
Sony NP-F970 L-Series Battery Packs	\$126.99	4	\$507.96	✓
Sony 64GB XQD G Series Memory Card	\$105.45	8	\$843.60	✓
Tiffen 72mm Protector Filter	\$14.98	4	\$59.92	✓
Pelican 1650 Case	\$224.99	2	\$449.98	✓

DataVideo ITC100-SL Intercom Headset <i>system</i>	\$200.00	1	\$200.00 ✓
Libec RS-250D Tripod	\$759.00	2	\$1,518.00 ✓
Vanguard SB-100 Tripod Basket	\$14.58	4	\$58.32 ✓
Zacuto Docu Recoil Rig	\$902.50	1	\$902.50 ✓
Canare 100' SDI Cable	\$99.95	4	\$399.80 ✓
CineBags CB25B Backpack	\$238.00	1	\$238.00 ✓

• **\$120,000: SEVA Labs**

- \$90,000 for SEVA Studio Labs "match" for student/teacher media facilities at sites to be determined once funding is secured.
- \$30,000 for District Mobil SEVA Labs "match" - centralized district student/teach/admin facility, 2 sites to be determined once funding is secured (modeled on the SEVA Lab match program).

(Sample Budget from past projects as well as a suggested District Mobile SEVA Lab budget is attached to provide an idea of how funds will be spent. Detailed expenditures will be submitted to SMCTC before funds are spent.)

SEVA Studio Labs: SECC continues to be committed to the development and implementation of media production programs in all interested Sacramento schools. The 31 SMCTC funded SEVA Labs have proven that the production process engages and motivates students. The proposed SEVA Studio Labs will enhance Sacramento students' educational experiences by integrating needed technology and team building skills into the classroom curriculum with an end product that airs on the local Sacramento educational channels.

In addition, the SEVA Studio Labs expands SECC's SEVA program (Student Educational Video Awards, now in its 28th year) that joins students, teachers and businesses and provides extensive training and assistance to Sacramento county schools. The program's objective has always been to enhance academic achievement while students learn to work collaboratively in teams and engage in projects that motivate them to remain in school.

SECC is requesting \$90,000 to create multiple SEVA Studio Labs in schools/districts that demonstrate a viable interest in implementing or expanding media programs. The identification/selection process will continue to be:

1. When funding amount is approved by the SMCTC in June, SECC will announce to the Board that funds are available and establish a timeline for fall projects and spring projects (funding from SMCTC is divided into two payments.) Districts will work with their SECC Board Representative to provide recommendations of potential sites from their districts.

2. SECC staff will work with each potential site to determine equipment needs based on individual site and staffing, potential school and district dollars. A detailed budget aligning with available SMCTC, school and district funds will be established for SECC Board approval and submission to the SMCTC staff. The SECC Board will make final decisions on sites to be developed and the order in which the sites will be implemented.

SECC member districts and school sites are committed to this project and will assist with installation, facilities, maintenance, program and curriculum development and ongoing program support.

These labs, as described below, will create additional programming content on the educational channels as well as growing the SEVA program which has provided countless hours of student-produced content for the Sacramento community.

Studio

The studio setup in this proposal would support, in addition to school productions, a daily morning news show scenario. Three HD camcorders are tethered to an entry level HD/SD Newtek Tricaster unit. The Tricaster offers in one box professional level live switching, character generation, video playback, audio mixing and final output recording. Simple to operate by students and teachers, the system uses extensive green screen technology to place the talent in virtual sets. A series of efficient fluorescent lights illuminate two different green screen backdrop systems – one for the fixed talent and one for walk-ons. Audio is a mix of wireless and wired audio solutions for anchors and walk-on talent. Two of the cameras have a teleprompter to help on-camera talent deliver information smoothly and efficiently.

Field Kits

Based on SECC's previous DV Starter Kits, each lab kit includes a compact HD camcorder shooting H264, a UHF wireless mic setup, video tripod, spare battery, headphones and protective camera case. Five kits are included in this proposal.

Computers

Apple iMac computers with Adobe Premiere Elements and Photoshop software would serve as edit stations for packages/stories shot by the field kit units. The completed stories would be sent over the network to the Tricaster unit for inclusion in the morning program.

District/School Match: Facility/Maintenance/Installation

The districts and schools are committed to these labs and will contribute facilities, installation, maintenance and resources to the program.

A sample budget for one of the 2016-2017 SEVA Lab Sites is attached.

District Mobile SEVA Labs: \$30,000: Built on the solid foundation of the SEVA Labs, the SECC Board requested the ability to host a “mobile” lab at the district office with intent of expanding the reach of the SEVA Labs into schools that may not have the where with all to totally support a lab. The lab will be both stationary for use at the district office and have the ability to be mobile thus providing flexibility to transport equipment to various school sites. This will enable students and teachers to come to the district office to create media content in controlled space that provides the technological help that is often needed.

Attached is a draft budget of what one of these portable labs would contain. SECC is requesting funding for two labs in this pilot program – one for the fall and one for the spring. The selection process will closely follow the process established for SEVA Labs. The district will fund, at a minimum, 50% of the lab (thereby leveraging SMCTC funds) and will provide the technical and operational support for the facility.

BESTNet: \$600,000 PEG Funding & \$65,780 General Fund Operations Base

The BESTNet Phase 3 Elementary School build is now approximately 2.5 years behind and there are completion issues that are currently being addressed by SECC, Comcast and SMCTC. In anticipation of a favorable outcome of the current negotiation process, SECC is requesting funding for the Comcast requested two-year extension.

Background and Update:

Paid to date to date by SECC Members and SMCTC:

2012 - \$ 1,481,665

2013 - \$ 1,616,905

2014 - \$ 1,488,657

2015 - \$ 1,434,905

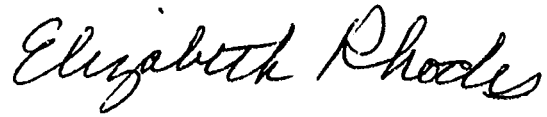
\$ 6,022,132 - Total to date

Remaining sites - \$ 2,763,016

Represents total amount to be spent by SECC Members and SMCTC based on “not to exceed” prices provided by Comcast, including Project Management and Contingency fees.

- 9 Sac City sites – partial PO completion) **Not paid.**
- Remaining [11] 2016 Sac City USD sites)
- 23 Twin Rivers USD sites

SECC appreciates your consideration of its request and your continued support both politically and financially. And please let us know if you have questions or concerns.

A handwritten signature in black ink that reads "Elizabeth Rhodes". The script is cursive and elegant, with a prominent initial 'E'.

Elizabeth Rhodes
Executive Director

Encls.

CHANNEL LICENSEE NAME: SECC and BESTNet

Fiscal Year 2017-18 Funding Requests (Operations & PEG Equipment/Facilities)

Description	Equipment Description (if applicable)	GENERAL FUND		PEG FEE FUND			GRAND TOTAL
		Operations / Capital Fac. / Equip. Base	GENERAL FUND TOTAL	PEG Equipment / Facilities Base	One-Time PEG Equipment	PEG FEE FUND TOTAL	
General Fund: Operations Base	General Operation/salaries/supplies (\$311,454 SECC and \$65,780 - BESTNet)	\$ 377,234.00	\$ 377,234.00			\$ -	\$ 377,234.00
General Fund: Capital Facilities/Equip Base			\$ -			\$ -	\$ -
PEG Fund: Facilities / Equipment Base	SECC Rent		\$ -	\$ 41,000.00		\$ 41,000.00	\$ 41,000.00
PEG Fund: One-Time Equipment	Production equipment \$28,002		\$ -		\$ 28,002.00	\$ 28,002.00	\$ 28,002.00
	SEVA Labs- \$120,000 (Schools \$90,000, District Mobile Labs \$30,000)				\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
	BESTNet - \$600,000 (Year 7)				\$ 600,000.00	\$ 600,000.00	\$ 600,000.00
TOTAL FISCAL YEAR 2017-18 FUNDING REQUEST:			\$ 377,234.00	\$ 41,000.00	\$ 748,002.00	\$ 789,002.00	\$ 1,166,236.00

Elizabeth Rhodes

Signature

May 11, 2017

Date

Elizabeth Rhodes, Executive Director
Name & Title

Please attach vendor quotes / supporting documentation for all of the items requested above.

**SECC PROPOSED
2017-2018 BUDGET**

	16-17 Projected Year End	2016-17 Budget	2017-18 Proposed Budget
Income			
6000 · SMCTC Grant	304,954.00	277,511.00	311,454.00
6055 · SMCTC Grant - Capital Exp (PEG)	15,300.00	15,000.00	28,002.00
6954 · SMCTC-Facilities/rent offset	40,000.00	45,000.00	41,000.00
6103 · SMCTC - SEVA Labs (PEG funds)	90,000.00	90,000.00	120,000.00
6005 · SMCTC-BESTNet Operational Fundg	65,780.00	60,964.00	65,780.00
Total 6001 · SMCTC income	516,034.00	488,475.00	566,236.00
6100 · Membership Dues	135,014.00	130,000.00	130,000.00
6301 · SEVA Award Night	3,000.00	3,000.00	3,000.00
6400 · SEVA Training Event Attend Rev	1,000.00	3,000.00	1,000.00
6300 · Grants/Projects	28,105.00	15,000.00	15,000.00
6903 · Dividend Income	2,500.00	1,000.00	1,000.00
6998 · Incoming Cash Balance	113,159.00	70,000.00	100,000.00
Subtotal	798,812.00	710,475.00	816,236.00
BESTNET			
6011 · BESTNet Revenue Not Budgeted			
6007 · SMCTC-BESTNet Network Const.	600,000.00	600,000.00	600,000.00
6008 · District-BESTNet Network Const.	23.00	600,000.00	600,000.00
Total 6004 · BESTNet Income	600,023.00	1,200,000.00	1,200,000.00
6905 · Unrealized Gain on Investments	-654.81		
6955 · Other Income Pass Through Funds	300.00		
Total Income	1,398,835.00	1,910,475.00	2,016,236.00
Expense			
7000 · Personnel			
7094 · Consultants/Training	0.00	2,000.00	7,000.00
7092 · Bookkeeper	10,000.00	10,000.00	10,000.00
7091 · Production Assistant/Temp	11,000.00	20,000.00	15,000.00
7001 · Direct Personnel Costs	262,000.00	305,000.00	318,000.00
7900 · Benefits (SECC Staff Only)	115,000.00	119,000.00	120,000.00
Total · Personnel	398,000.00	456,000.00	470,000.00
8000 · Facility Rent	39,000.00	41,000.00	41,000.00
8020 · Insurance	14,000.00	17,000.00	17,000.00
8030 · Office Supplies	6,000.00	6,000.00	6,000.00
8040 · Telephone/Utilities	3,400.00	3,400.00	3,400.00

**SECC PROPOSED
2017-2018 BUDGET**

8045 · Internet	1,000.00	2,400.00	2,200.00
8070 · Postage & Delivery	300.00	500.00	500.00
8090 · Promotion/Print	1,000.00	1,000.00	1,000.00
8220 · Bank Charges	600.00	600.00	600.00
8230 · Payroll Service	2,600.00	2,000.00	2,600.00
8035 · Software and Upgrades	2,000.00	3,000.00	2,500.00
8100 · Accounting	14,000.00	7,750.00	8,000.00
8120 · Maintenance	600.00	2,000.00	2,000.00
8130 · Replacement Parts/Prod Supplies	2,000.00	3,000.00	2,500.00
8122 · Tightrope	6,950.00	7,400.00	7,400.00
8150 · Program Acquisitions		4,000.00	4,000.00
8170 · Conference and Seminars	0.00	1,000.00	1,000.00
8190 · Travel	3,000.00	3,000.00	3,000.00
8200 · Mileage	4,000.00	5,000.00	5,000.00
8210 · Entry Fees, Dues, Books & Subs	110.00	500.00	500.00
8290 · Prod Equip SMCTC Capital (PEG)	15,300.00	15,000.00	28,002.00
8275 · SEVA Studio/District Mobile Labs SMCTC/PEG	90,000.00	90,000.00	120,000.00
8031 · Office Equipment	2,000.00	2,000.00	2,000.00
9001 · Award Night	8,000.00	9,000.00	10,000.00
8900 · Indirect Exp Out-SEVA Training	900.00	3,000.00	3,000.00
8110 · Legal services	2,000.00	8,000.00	2,000.00
8400 · Website Development	9,000.00	14,000.00	3,000.00
Sub total - Operations	227,760.00	251,550.00	278,202.00
8245 · BESTNet Construction Expense	1,200,000.00	1,200,000.00	1,200,000.00
8247 · BESTNet Equipment Expensed	77,337.00		
8295 · Production Expense	153.00		
Total Expense	1,733,010.00	1,703,100.00	1,756,404.00
Total Expense Operation & Peronnel	625,760.00	707,550.00	748,202.00
Transfer to Operational Reserve			40,000
Contingency			28,000
Total Proposed			816,202.00

SACRAMENTO EDUCATIONAL CABLE CONSORTIUM

2017-2018 BUDGET NARRATIVE

Overview: in 2017-2018 SECC will continue to develop on-going partnerships, efficiencies and creative expenditures to supplement SMCTC funding. SECC is proposing the attached 2017-2018 budget that includes:

- Estimate of carryover funds from 2016-2017
- Modifications in staffing
- Modifications and an increase in production expenditures
- Decreased funding from grant sources
- No increase in membership fees

A. REVENUE

SMCTC Grant: As requested from Cable Commission.

Incoming Cash Balance: Based on projected carryover from 2016-2017.

Membership Dues: Based on member support as SECC Board approved.

SEVA Award Night: Anticipated Comcast sponsorship.

SEVA Training Events: Cost recovery for participant paid training events.

Other Revenue/Projects: Projected on possible projects and grants.

BESTNet: SMCTC and SECC Member Contributions as budgeted

B. EXPENDITURES:

- Personnel: To increase services, SECC is proposing the following permanent staff:
 - Full time Executive Director
 - Full time Production Director
 - Full time Admin & Production Assistant
 - Full time Videographer/Editor
 - .55 Producer/Social Media Specialist
 - .5 Administrative Staff Assistant
- Benefits: For salaried staff (50% time or over); includes payroll taxes, medical plan allotment and allocation for the 401K plan.

- Facility Rental: Office space based on renewed lease plus projected CAM expenses.
- Insurance: Based on quote and projected increases from agents.
- Office Supplies: Based on adjusted current year figures.
- Telephone/Utilities: Based on current year figures.
- Internet: Website hosting, Comcast Internet service
- Postage & Delivery: Based on current year figures and project projections.
- Promotion/Printing: Includes incidental printing, set -up and copying such as SECC stationary, labels and miscellaneous flyers. Also includes photographic and graphic supplies (computer artwork, font and theme artwork) and other promotional activities.
- Payroll Services: Based on projections from Paychecks
- Software and Upgrades: as needed for office including:

Creative Cloud Software Membership for Teams	\$450.00	3	\$1,350.00
Office 365	\$99.00	6	\$594.00
Drop Box Account	\$100.00	1	\$100.00
Wufoo	\$25.00	12	\$300.00
		Software Total	\$2,344.00

- Accounting: based on contract with Daniel Ross & Associates.
- Maintenance: Based on adjusted current year figures. Includes maintenance on office equipment.
- Replacement Parts & Production Supplies:

Production Supplies	\$1,000.00
Network Music Contract	\$1,000.00

Voiceover and Hosts \$500.00

- Tightrope: Gold Assurance Maintenance Plan and support:

Gold Assurance Coverage for Hardware at Headend \$5,000.00

Cablecast Reflect Streaming Service \$1,200.00

- Program Acquisitions: Acquired program needs identified by the membership.

- Conferences and Seminars: Registration fee for identified conferences

- Travel: For conferences and meetings.

- Mileage: Based on adjusted current year figures at IRS approved rates (includes parking fees).

- Entry Fees, Dues, Books, Subscriptions: As identified and needed.

- Production Equipment:

Drobox 40TB Storage System	\$2,240.05	1	\$2,240.05
OWC 65' Thunderbolt Cable	\$449.75	1	\$449.75
Apple 6' Thunderbolt Cable	\$39.99	1	\$39.99
SKB 6U Roto Shallow Rack Case	\$179.99	1	\$179.99
Marshall 17" Rack Monitor with SDI & Waveform	\$1,380.00	1	\$1,380.00
Sony PXW-Z100 4K XDCAM Camcorder	\$4,499.00	4	\$17,996.00
Sony RM1BP Remote Commander	\$219.95	2	\$439.90
Sony AC Adapter and Charger - L Series	\$99.00	1	\$99.00
Sony NP-F970 L-Series Battery Packs	\$126.99	4	\$507.96
Sony 64GB XQD G Series Memory Card	\$105.45	8	\$843.60
Tiffen 72mm Protector Filter	\$14.98	4	\$59.92

Pelican 1650 Case	\$224.99	2	\$449.98
DataVideo ITC100-SL Intercom Headset	\$200.00	1	\$200.00
Libec RS-250D Tripod	\$759.00	2	\$1,518.00
Vanguard SB-100 Tripod Basket	\$14.58	4	\$58.32
Zacuto Docu Recoil Rig	\$902.50	1	\$902.50
Canare 100' SDI Cable	\$99.95	4	\$399.80
CineBags CB25B Backpack	\$238.00	1	\$238.00
		Product. Hardware Total	\$28,002.76

- SEVA Labs: Funds requested from PEG Fees to continue the development and implementation of SEVA labs. The identification process will be:
 1. When the funding amount is approved by the SMCTC, SECC will report to the Board that funds are available and establish a timeline for fall projects and spring projects (funding from SMCTC is divided into two payments.) Districts will work with their SECC Board representative to provide recommendations of potential sites from their districts.
 2. SECC staff will work with each potential site to determine equipment needs based on individual site and staffing, potential school and district dollars. A detailed budget aligning with available SMCTC, school and district funds will be established for SECC Board approval and submission to the SMCTC staff. The SECC Board will make final decisions on sites to be developed and the order in which the sites will be implemented.
- Office Equipment: Equipment replacement.
- Award Night: SECC 29th annual award night and SEVA competition.
- Indirect Expenses Out - SEVA Training: Cost recovery SEVA trainings
- Legal Services: As directed and needed by SECC Board
- Website Development: Contract to complete upgraded SECC Website
- BESTNet Construction Expenses: Year 6 of BESTNet Elementary Project

Subject: My Shopping Cart

Date: Thursday, February 23, 2017 at 3:48:37 PM Pacific Standard Time

From: doug@secctv.org

To: doug@secctv.org



The Professional's Source

212-502-9422 / 877-863-7823

The B&H SuperStore:

420 9th Ave. at 34th St. in New York City

Visit and Experience B&H whenever you're in New York



Canare 100' L-3CFW RG59 HD-SDI Coaxial Cable with Male BNCs (Black)

B&H #CA35HSVB100 1/2 Mfr #CA35HSVB100



Qty: 1

Product Highlights

- For 3G-SDI, HD-SDI & SD-SDI Signals
- True 75 Ω Connectors
- Meets SMPTE Standards 259M, 292M & 424M

Price: \$99.95

Item Total: \$ 99.95 ✓



Canare 100' L-3CFW RG59 HD-SDI Coaxial Cable with Male BNCs (Green)

B&H #CA35HSVB100G 1/2 Mfr #CA35HSVB100GRN



Qty: 1

Product Highlights

- For 3G-SDI, HD-SDI & SD-SDI Signals
- True 75 Ω Connectors
- Meets SMPTE Standards 259M, 292M & 424M

Price: \$99.95

Item Total: \$ 99.95 ✓



Canare 100' L-3CFW RG59 HD-SDI Coaxial Cable with Male BNCs (Blue)

B&H #CA35HSVB100B 1/2 1/2 Mir #CA35HSVB100BL



Qty: 1

Product Highlights

- For 3G-SDI, HD-SDI & SD-SDI Signals
- True 75 Ω Connectors
- Meets SMPTE Standards 259M, 292M & 424M

Price: \$99.95

Item Total: \$ 99.95 ✓



Canare 100' L-3CFW RG59 HD-SDI Coaxial Cable with Male BNCs (Red)

B&H #CA35HSVB100R 1/2 1/2 Mir #CA35HSVB100RD



Qty: 1

Product Highlights

- For 3G-SDI, HD-SDI & SD-SDI Signals
- True 75 Ω Connectors
- Meets SMPTE Standards 259M, 292M & 424M

Price: \$99.95

Item Total: \$ 99.95 ✓



Datavideo ITC-100SL Additional Beltpack for ITC-100 Intercom System

B&H #DAITC100SL 1/2 1/2 Mir #ITC-100SL



Qty: 1

Product Highlights

- Replacement/Additional Beltpack
- XLR Input for Talkback, Power, and Tally
- 3.5mm and 2.5mm Headphone Jacks

Price: \$200.00

Item Total: \$ 200.00 ✓



OWC / Other World Computing Optical Thunderbolt Cable (65', Black)

B&H #OWTBCO20B 1/2 1/2 Mir #OWCCBLOPTTB20M



Qty: 1

Price: \$449.75

Item Total: \$ 449.75 ✓



Apple 6.6' (2.0 m) Thunderbolt Cable (Black)

B&H #APMF639LLA 1/2 Mfr #MF639LL/A



Authorized Reseller

Qty: 1

Price: \$39.99

Item Total: \$ 39.99 ✓



Drobo 5Dt 40TB (5 x 8TB) 5-Bay Thunderbolt 2 RAID Kit with Drives

B&H #DRDR5A21T40 1/2 Mfr #

drobo

Qty: 1

Price: \$2,240.05

Item Total: \$ 2,240.05 ✓



SKB 6U Roto Shallow Rack Case with Steel Rails

B&H #SK1SKBR6S 1/2 Mfr #1SKB-R6S



Qty: 1

Price: \$179.99

Item Total: \$ 179.99 ✓



Marshall Electronics V-LCD171MD 17.3" Full HD Rackmount Monitor with MD-3GE Module

B&H #MAVLCD171MD3 1/2 Mfr #V-LCD171MD-3G

Marshall Electronics

Qty: 1

Price: \$1,380.00

Item Total: \$ 1,380.00 ✓



Pelican 1650 Case with Foam Set (Black)

B&H #PE1650FB 1/2 Mfr #1650-020-110

PELICAN

Qty: 2

Price: \$224.99

Item Total: \$ 449.98 ✓



Libec RS-250D Tripod System with Floor Spreader

B&H #LIRS250D 1/2 Mfr #RS-250D

Libec

Qty: 2

Price: \$759.00

Item Total: \$ 1,518.00 ✓



Vanguard SB-100 Stone Bag

B&H #VASB100 1/2 Mfr #SB-100

VANGUARD

Qty: 4

Price: \$14.58

Item Total: \$ 58.32 ✓



Sony RM1BP Remote Commander

B&H #SORM1BP 1/2 Mfr #RM1BP

**Sony
Authorized
Dealer**

Qty: 2

Price: \$219.95



Item Total: \$ 439.90

Zacuto Docu Recoil Rig

B&H #ZAZDOCR 1/2 Mir #Z-DOCR



Qty: 1

Price: \$902.50

Item Total: \$ 902.50 ✓

CineBags CB25B Revolution Backpack (Black/Charcoal)

B&H #CICB25B 1/2 Mir #CB-25B



Qty: 1

Price: \$238.00

Item Total: \$ 238.00 ✓

Tiffen 72mm UV Protector Filter

B&H #TIUVP72 1/2 Mir #72UVP



Qty: 4

Price: \$14.98

Item Total: \$ 59.92 ✓

Sony AC Adapter and Twin Charger For L-Series Batteries

B&H #SOACVQ1051D 1/2 Mir #ACVQ1051D



Qty: 1

Price: \$99.00

Item Total: \$ 99.00 ✓



Sony NP-F970 L-Series Info-Lithium Battery Pack (6300mAh)

B&H #SONPF970 1/2 1/2 Mfr #NPF970



Qty: 4

Price: \$126.99

Item Total: \$ 507.96 ✓



Sony 64GB XQD G Series Memory Card

B&H #SOXQD64GBGE 1/2 1/2 Mfr #QDG64E/J



Qty: 8

Price: \$105.45

Item Total: \$ 843.60 ✓



Sony PXW-Z100 4K Handheld XDCAM Camcorder

B&H #SOPXWZ100 1/2 1/2 Mfr #PXW-Z100



Qty: 4

Price: \$4,499.00

Item Total: \$ 17,996.00 ✓

Helpful Links

- › Shipping Information
- › Our Return Policy

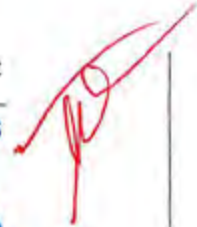
Sub Total: \$28,002.76 ✓
 Sales Tax: Calculate In Shopping Cart
 Shipping: Calculate In Shopping

- › Your Privacy and Security
- › Setup a B&H Tax Exempt Account

Cart

Order Total: **\$28,002.76**

[ADD ITEMS & VIEW CART](#)



[Hours of Operation](#)



[Directions to our NYC SuperStore](#)



*Shop on the Go!
With the Mobile App*



*Sign up for
News & Special Offers*



*The B&H Gift Card
Great Gift for Anyone*



*Browse Our
Interactive Catalog*

[Contact Us](#) | [Return Policy](#) | [Shipping & Delivery](#) | [Payments](#) | [Privacy & Security](#)

Please note that B&H does not process web orders from Friday evening to Saturday evening. [Weekend hours](#)

© 2000-2016 B & H Foto & Electronics Corp.

Follow B&H on



To unsubscribe from promotional emails [click here](#)

SEVA Studio Lab

September 2016

Cesar E. Chavez Intermediate School	Sacramento City USD		
Eracleo Guevara	eracleo-guevara@scusd.edu	District & School	\$20,621.11
	(916) 752-3479	SECC	\$10,211.16
Video Program Usage & Plans		Total	\$30,832.28

The purpose of us applying for your assistance is to work together with the Youth Film Cinema Project, where our students will work on mini films/short documentaries as a class and present to the community.

Students Served by Video Program

Students in Video Class(es) Each Day	65
Potential Viewers on Campus	400

Distribution of Video Content

Schoolwide RF Cable System	No
School Website	No
Youtube	No
Dropbox to SECC for Weekend Playback	Yes
Shared Drive for Campus Playback	Yes

District & School Contribution

Available Matching Dollars from Site for Program	\$20,000.00
Dedicated classroom for Video Program	Yes
Approximate Hours Equipment Used Each Day	2

Equipment District & School to Purchase

Item	Quantity	Unit Price	Total	Vendor	Product ID
Prompter People Flex-11 Prompter	1	\$1,100.00	\$1,100.00	B&H	PRF11
VGA 50' Cable Male to Male	1	\$22.99	\$22.99	B&H	PEVGAA150
VGA 1x4 Distribution Amp	1	\$79.95	\$79.95	B&H	SHSB1104G
VIZIO E-Series 32" Full HD LED TV	1	\$230.00	\$230.00	B&H	VIE32D1
Gabor Full Swing Monitor Mounts (200x200 VESA)	1	\$59.95	\$59.95	B&H	GAFSM2742
Countryman Lavallier Mics	3	\$177.95	\$533.85	B&H	COB3P4FF05B
Shure Handheld Mic with Stand	1	\$109.95	\$109.95	B&H	SHSM58LCK1
Audio Technica AT-897 Shotgun Boom Pole Setup	1	\$599.95	\$599.95	B&H	AUAT897BK
Beachtek 2 Channel XLR Mixer to Camera	2	\$299.99	\$599.98	B&H	BEDXASLRULTR
Generay SpectroLED 360 (2 Light Kit)	6	\$399.80	\$2,398.80	B&H	GESPE360DK2
Generay SpectroLED 240 (2 Light Kit with Batteries)	2	\$369.68	\$739.36	B&H	GESPE240DK4
Photoflex 32" Lightdisc Reflector	1	\$59.95	\$59.95	B&H	PHLD32G
Chavet CLP-03 Light Mounts	12	\$2.99	\$35.88	B&H	CHCLP03
Epson PowerLite 1440 WUXGA 4400 Lumen Projector	1	\$1,699.99	\$1,699.99	B&H	EPPLHC1440
Peerless Projector Universal Mount	1	\$61.99	\$61.99	B&H	PEPPA
Da-Lite 93230 Projector Screen - 78" x 139"	1	\$581.85	\$581.85	B&H	DAMC78139MW
Sony 75" LED HD TV	2	\$1,931.99	\$3,863.98	CDW	3672231
Ergotron NF Mobile Media Center UHD	2	\$760.18	\$1,520.36	CDW	2309494
Belkin Surgepro 4120J - 10'	2	\$31.59	\$63.18	CDW	1068881
TV Recycling Fee	2	\$5.00	\$10.00	CDW	654813
Tripp Lite HDMI Over Cat6 Wallplate Extender	3	\$75.99	\$227.97	CDW	1521161
Tripp Lite 1000' Cat6 Cable	1	\$164.99	\$164.99	CDW	813459
		Approx Tax	\$1,181.19		
Studio Installation by Sonlight	1	\$4,675.00	\$4,675.00	Sonlight	Quote Attached
School & District Total			\$20,621.11		

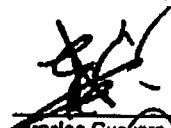
Equipment SECC to Purchase

Item	Quantity	Unit Price	Total	Vendor	Product ID
HDMI 4x1 Routing Switcher	1	\$169.00	\$169.00	B&H	SHSB5605
HDMI 1x4 Distribution Amp	1	\$265.00	\$265.00	B&H	SHSB5654K
HDMI 15' Cable	1	\$12.95	\$12.95	B&H	PEHDA15
HDMI 18' Cable	3	\$6.95	\$20.85	B&H	PEHDA1.5
HDMI 50' Cable	1	\$64.95	\$64.95	B&H	PEHDA450
HDMI Female to Mini HDMI Right Angle Cable	2	\$5.99	\$11.98	B&H	PEHDARACMAF
Duracell AA Batteries - 40 Pack	4	\$13.95	\$55.80	Costco	40 Pack of AA
Canon R700 HD Camcorder	8	\$299.99	\$1,799.94	B&H	CAHFR700B
Watson Lithium-Ion Battery Pack	6	\$39.00	\$234.00	B&H	WABP727
Watson Battery Charger	6	\$19.95	\$119.70	B&H	WACCNBP718
Canon TBI Video Kit	2	\$749.99	\$1,499.98	B&H	CAEDRT6IVCK
Sony Handheld Microphone F-V420	6	\$23.06	\$138.36	B&H	SOFV420
Sony Wireless Lav System (470-542 MHz)	1	\$529.00	\$529.00	B&H	SOUWPD1114
Sony Wireless Handheld System (470-542 MHz)	1	\$599.99	\$599.99	B&H	SOUWPD1214
Sony Headphones	9	\$16.79	\$151.11	B&H	SOMDRZX100BK
Vanguard Aboe 243AV Tripod with PH-113V Head	8	\$169.99	\$1,359.92	B&H	VAA243AV
Pelican Case	8	\$74.82	\$448.92	B&H	PE1400FB
Vello Bracket	8	\$14.95	\$119.60	B&H	VECB510
Canon Vixia HF G20 HD Camcorder	1	\$800.00	\$800.00	B&H	CAHFG20
SanDisk 32 GB SDHC Cards (2-Pack)	5	\$32.95	\$164.75	B&H	SAESD32GBCP
Varizoom Stealth Zoom Controller	1	\$96.20	\$96.20	B&H	VAVZSTEALTH
E-Image 2-Stage Aluminum Tripod	1	\$249.00	\$249.00	B&H	EIEG03A2
E-Image Lightweight Dolly	1	\$99.95	\$99.95	B&H	E17003
Photek 10'x24' Green Screen Fabric	1	\$172.50	\$172.50	B&H	PHGS1024
Delta 1 A Clamps	4	\$6.50	\$26.00	B&H	DECA2
XLR 25' Cable	2	\$19.99	\$39.98	B&H	AUAT831425
XLR 50' Cable	2	\$19.99	\$39.98	B&H	AUAT831450
Right Angle Stereo Mini Cable	2	\$12.95	\$25.90	B&H	PECRSM830
Mic Clips - Set of 3	2	\$15.99	\$31.98	B&H	WITC5
Lowel Lighting Safety Cable	4	\$15.98	\$63.92	B&H	LOSC

Approx Tax \$799.95
SECC Total \$10,211.16

SEVA Studio Lab Grants are designed to enhance video education in Sacramento County as well as the programming content on the educational channels. Equipment purchased with SEVA Studio Grant funding that's not being used for it's intended educational purpose may be removed from the site. By accepting a SEVA Studio Grant, the site will agree to the following:

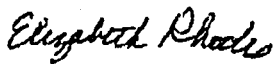
- At least one video per month to SECC (shared via DropBox) to be shown on the educational channels.
- Enter at least four videos to the SEVA contest each year.
- Assist with installation, facilities, video curriculum and ongoing program support.


Eracleo Guevara
Principal, Cesar Chavez Intermediate School

9/26/16
Date


Elliot Lopez
SECC Board Rep - Sacramento City USD

09/29/2016
Date


Elizabeth Rhodes
Executive Director, SECC

9/30/16
Date



To: Cesar Chavez Elementary School
From: Steve Bradley, Sonlight Communications
Date: 8/19/2016 r2
RE: SEVA Studio Lab Integration/Labor

Studio \$4,250.00
Contingency \$425.00
Total Price: \$4,675.00



Installation and Integration/Provisioning Labor Package for "SEVA Studio Lab"

Studio Project / SOW:

This quote provides integration and labor cost to assemble, install and wire TV Studio Video equipment from the "SEVA Studio Lab" list of equipment. Quote includes placement of video, audio and data cables, mounting and installation of wall mounted TV, camera(s), audio equipment, teleprompter, tripod(s), studio lights, (* electrical, if required, to be installed by others, but is not expected). We will assemble and connect equipment to create a functioning system. Standard attachment hardware is included. This is a integrated turnkey solution for studio equipment supplied as part of the SEVA Studio lab project.

Sonlight will supply and construct a Unistrut support system for overhead lighting, and will mount the LED lighting equipment supplied from the SECC list of equipment. Power for the LED lights will be routed along wall to nearest electrical outlet, or as an option, the district may elect to have an electrician place a switched power receptacles at the lighting grid level.

Cafeteria Option: assemble two portable TV stands, HDMI splitter and cables (HDMI signal to 3 locations only), and install overhead projector (Material furnished by others) (Electrical outlet for projector to be installed by district).

The connection of IP network gear, along with network provisioning or streaming will be the responsibility of the school districts IT or Technology Dept.

TV Signal distribution options may be available for sites with CATV systems for an additional cost if needed.

* Electrical and Construction work, if required, will need to be performed by others, the school district will be responsible for contracting this work separately. Additional custom installation requirements, or equipment not supplied as part of the SEVA Studio Lab may require additional charge and may be quoted separately.

Contingency – A 10% contingency fee has been added to the quote. This amount is reserved for potential unforeseen installation expenses that may arise during the installation process, items such as special work required for non-standard install items, custom applications, or circumstances not anticipated during the quote process. This fee will not be charged at final invoice if no additional or special work is required.

Sonlight Communications is a licensed California contractor Lic # 718920. All licensing and insurance requirements will be met and maintained as current during the duration of this project. All on-site employee will be paid prevailing wages. A 1 year warranty applies to all workmanship and parts supplied.

Sonlight Communications
5150 Sunrise Blvd. STE A2
Fair Oaks, CA 95628
(916) 376-0823 office
(916) 376-0923 fax
Contractors Lic # 718920

Steve Bradley
Sonlight Communications
916-705-4441
steve.bradley1@yahoo.com

Visit the Sonlight Communications web site:
www.sonlightcommunications.com

To: Cesar Chavez Elementary School
 From: Steve Bradley, Sonlight Communications
 Date: 8/19/2016 12
 RE: Studio Integration/Labor

Cesar Chavez Elementary School
 7500 32nd Street
 Sacramento, CA 95822
 Contact:
 Eracleo Guevara
 916-752-3479



SECC Contact:
 Doug Niva
 916-281-7008
 doug@seccctv.org

#	Description	quote \$
1	Labor and Install Materials	4,250
2		
3	Total	4,250

Labor and Installation Assumptions:

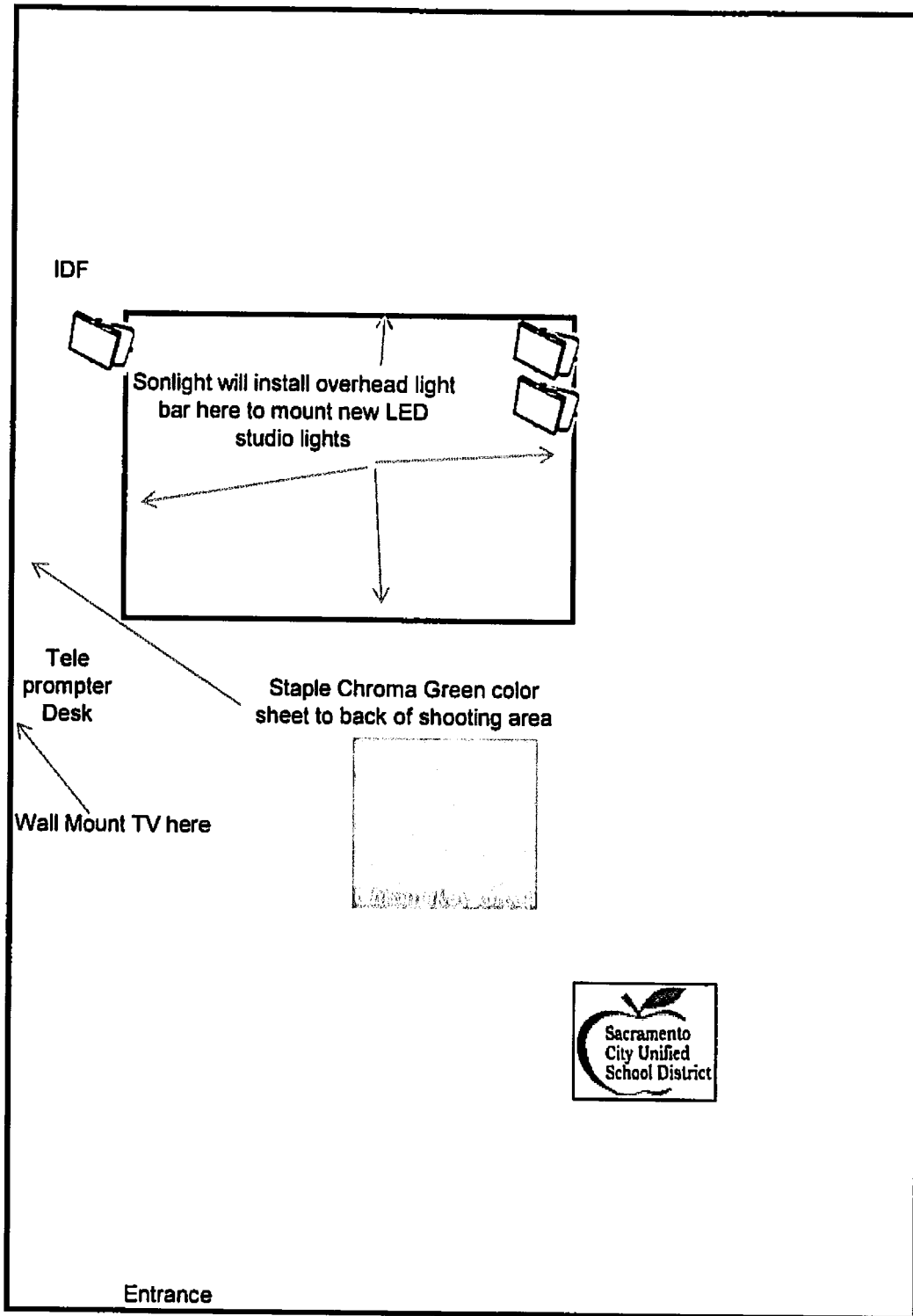
4	Studio and Cafeteria Equipment and Material pricing not included in this quote
5	Install, Wire, and Provision TV Studio equipment identified in SECC equipment list.
6	Quote includes placement of video, audio and data cables, mounting and installation of lights and wall mounted TV in studio space
7	Sonlight will supply necessary hardware for cabling and securing the cabling as required
8	Sonlight will provide and install a support system overhead to accommodate the mounting of studio lights
9	Installation and wiring of camera's, audio equipment, switchers, audio mixer, teleprompter
10	Assemble/install tripods, intercom, microphones, and related components
11	Cafeteria Option.: Assemble two portable TV stands, install HDMI splitter and (3) Cables for HDMI, install overhead projector
12	Cafeteria Materials supplied by others
13	Assumptions:
14	Existing rack space, conduits and cable pathways/routes are assumed to be available for cable routing/connections and use
15	Any electrical distribution work or additions are assumed to be completed by district electrician or other
16	On-Site employees will be paid prevailing wages
17	All insurance requirements will be met and kept current during project duration
18	Taxes are include in above pricing
19	1 Year warranty on parts and labor provided by Sonlight Communications
20	
21	Notes:
22	Sonlight will be happy to price additional services as requested

Sonlight Communications

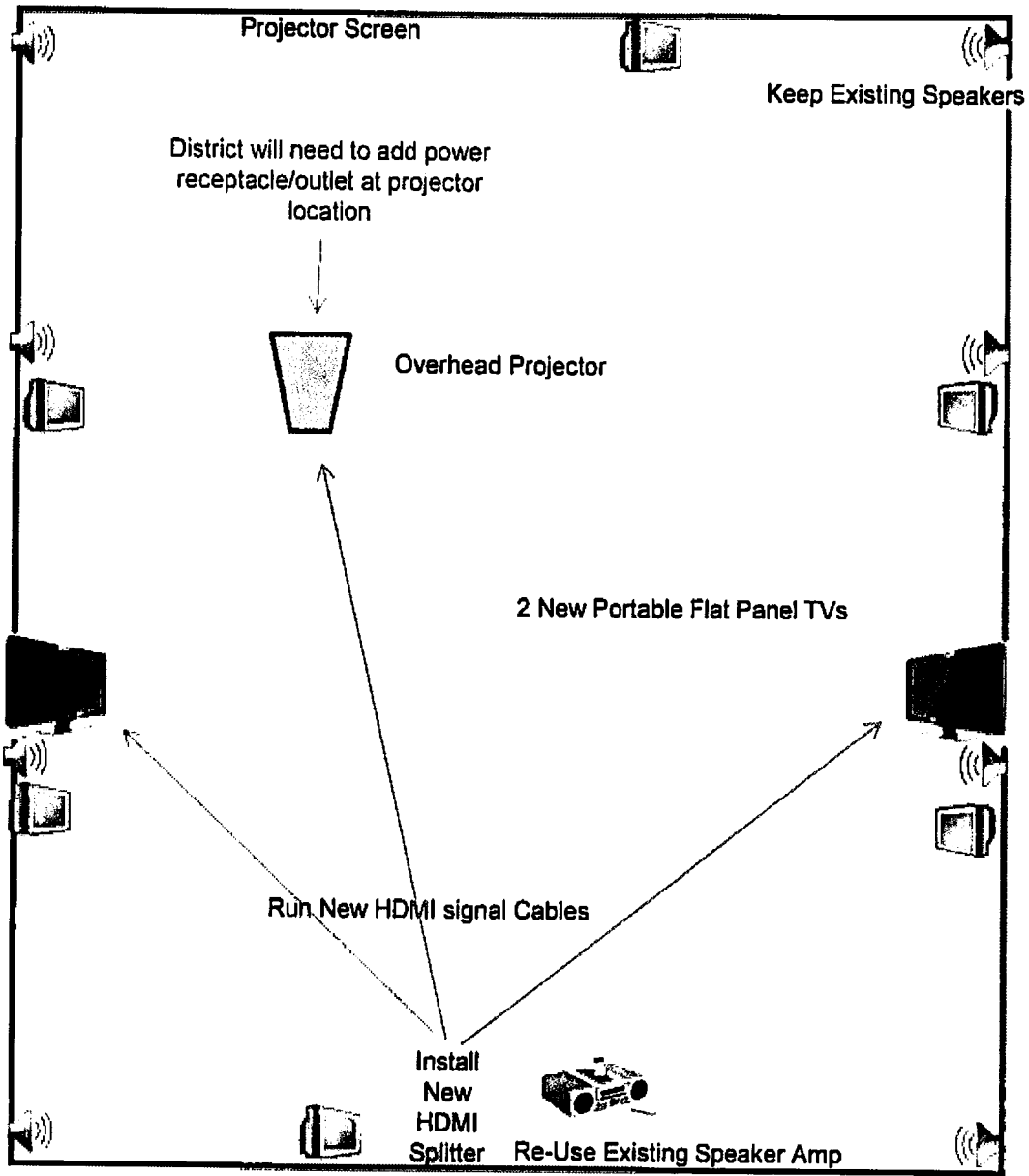
5150 Sunrise Blvd STE A-2
 Fair Oaks, CA 95628
 (916) 378-0823 office
 (916) 378-0823 fax
 Contractors Lic # 718820

Steve Bradley
 Sonlight Communications
 916-705-4441
 steve.bradley1@yahoo.com
 Visit the Sonlight Communications web site:
www.sonlightcommunications.com

Cesar Chavez ES Room Layout



Cesar Chavez Cafeteria Room



Ask District to Remove Old Tube Type TVs



District Mobile SEVA Lab

April 2017

Item	Quantity	Unit Price	Total	Vendor	Product ID
Sony PXW-X70 XDCAM SDI HD Cameras	3	\$2,000.00	\$6,000.00	B&H	SOPXWX70
Sony 64GB SDXC Memory Card Class 10	6	\$39.39	\$236.34	B&H	SOSD64GBU1Z
Sony Zoom Control Cable	3	\$19.90	\$59.70	B&H	SOVMCAVM1
Manfrotto Zoom LANC Converter Cable	3	\$19.99	\$59.97	B&H	MA522AV
Manfrotto Zoom LANC Zoom/Focus Controller	3	\$224.24	\$672.72	B&H	MAMVR901ECLA
Manfrotto 504 HD Head with 546B Tripod	3	\$654.87	\$1,964.61	B&H	MA504HD546BK
100' BNC Cable	3	\$135.90	\$407.70	B&H	COC5B5B100
Prompter People Flex 15 Rectangular	1	\$1,329.00	\$1,329.00	B&H	PRF15
VGA 50' Cable Male to Male	1	\$22.99	\$22.99	B&H	PEVGAA150
VGA 1x4 Distribution Amp	1	\$79.95	\$79.95	B&H	SHSB1104G
Newtek Tricaster Mini HD-4SDI Bundle with Control Surface	1	\$11,995.00	\$11,995.00	B&H	NETMHD4SDIB
Samsung 24" Monitor	1	\$169.99	\$169.99	B&H	SAS24E348A
Pelican 1650 Case for Monitor & Cameras	2	\$224.99	\$449.98	B&H	PE1650FB
6' HDMI Cable	1	\$8.95	\$8.95	B&H	PEHDA106
Dalavideo ITC-100 Intercom	1	\$1,100.00	\$1,100.00	B&H	DAITC100
Tally Light Controller	1	\$770.00	\$770.00	TallyLights	ITC100toTCMini
SKB 4U Roto Shallow Rack Case	1	\$149.00	\$149.00	B&H	SK1SKBR4S
Mackie ProFX8v2 Mixer	1	\$229.99	\$229.99	B&H	MAPROFX8V2Q
Hosa 1/4 to 1/4 Audio Cable - 3'	1	\$5.95	\$5.95	B&H	HO2PM2PM3
Shure FP1 Wireless Lav with Trans Block (G4)	2	\$905.50	\$1,811.00	B&H	SHFP13583G4
Shure FP1 Wireless Lav with Mic (G4 - 470 to 494 MHz)	2	\$499.00	\$998.00	B&H	SHFP1583G4
Shure SM58-LC Microphone	2	\$99.00	\$198.00	B&H	SHSM58LC
Sony MDR-7506 Headphones	1	\$79.99	\$79.99	B&H	SOMDR7506
Generay SpectroLED Daylight Kit (2 Light Kit)	6	\$399.80	\$2,398.80	B&H	GESPE360DK2
Balkin 6 Outlet Surge Protector	4	\$13.25	\$53.00	B&H	BE106004BK
Watson 25' Power Cord	2	\$14.95	\$29.90	B&H	WAACE1625B
Impact Light Kit Bag	4	\$104.95	\$419.80	B&H	IMLK85B
Botero 10' x 12' Green Backdrop	2	\$80.06	\$160.12	B&H	BOBM101202B
Impact 12' Background Support System	2	\$104.95	\$209.90	B&H	IMBGSS12
Bessey Steel Spring Clamp	8	\$3.50	\$28.00	B&H	BEXM5
WeVideo License	1	\$250.00	\$250.00	WeVideo	Cloud Based Editing
			Total		\$32,348.35



**SACRAMENTO
EDUCATIONAL
CABLE
CONSORTIUM**

**BESTNET COMPLETION PROPOSAL
REVISED AND UPDATED: MAY 11, 2017**

May 16, 2016

BESTNet is nearing its projected original build completion. Year 5 of Phase 3/Elementary Schools was scheduled for completion June 30, 2016. As background, BESTNet Phase 2 came in under budget by approximately \$1 million and therefore Comcast and SECC were confident with projected high level estimates by Comcast. The Phase 3 projections by Comcast from seven years ago are significantly off. During the 5 year projected build there have been numerous delays and unforeseen issues resulting in the BESTNet Phase 3 Elementary School build being approximately 1.5 years behind and over budget.

During the past two years, SECC has worked with Comcast to resolve the budget and build issues. As the June 30th deadline approaches, final concerns are being addressed by SECC, Comcast and Commission Staff. At an April 4, 2016 meeting with Comcast (Philip Arndt, Sue Vaccaro, Lee Ann Peling), SECC (Liz Rhodes and Steve Bradley) and Commission Staff, Bob Davison, all three parties discussed their concerns. A high-level, potential BESTNet completion plan was arrived at with specific benchmarks.

SECC's Completion Proposal to the SMCTC is based on:

1. A two year extension of the project as requested by Comcast
2. A decrease in the number of sites as requested by Comcast
3. A year (year 6) of full funding from SMCTC and the School Districts
4. A year (year 7) of partial funding from SMCTC and the School Districts

5/11/17 UPDATE: *The written proposal was not accepted by Comcast. Comcast responded with additional requests. See attached May 23, 2016 letter. SECC continued discussion with Comcast and SMCTC Staff to identify other potential resolutions. Please see attached July 21, 2016 Update to Bob Davison. Key to further discussion was Philip Arndt/Comcast, request that SECC/SMCTC submit acceptable renewal language:*

2. *Structure and clarity to the renewal language. Comcast is open to receiving and reviewing language submitted by SECC/SMCTC rather than the language provided in Philips May 23 Letter.*

At this point the SMCTC Staff took over conversations and communications with Comcast and Comcast legal team. SECC was not involved in the discussion nor negotiations.

STATUS:

- Costs to Date: \$5,905,255.84 (see attached breakdown)
\$94,744.16 remaining in \$6 million budget (\$47,372.08 SMCTC)
- Number of Sites to complete: 52 (see attached breakdown with “Not to Exceed Comcast Costs”)
- SECC has submitted it’s proposed reduced site list to Comcast with an outline of the proposed agreement (attached)
- Funding Required: \$2,664,940.26 (shared by SMCTC and School Districts)

Estimated SMCTC Balance Summaries and Forecast

\$3,000,000	Initial funding commitment from SMCTC
\$47,372.08	SMCTC remaining balance as April 2016
\$2,664,940	Total required to finish 52 sites by 2018 (Commission & Districts)
\$1,200,000	2016-2017 \$600,000 from SMCTC and \$600,000 from School Districts
\$1,464,940	2017-2018 - SMCTC: \$400,000 plus \$47,372 (2016 carryover) School Districts - \$732,470 and \$285,098 from unrestricted contingency fund

PROPOSAL

SECC, in cooperation with Comcast and SMCTC proposes to complete BESTNet Phase 3 – Elementary schools by June 30, 2018. SECC will work with SMCTC and Comcast to negotiate an amended agreement to modify the existing BESTNet Phase 3 agreement. The following is an overview of the discussed plan:

1. At Comcast request, SECC reviewed the list of sites not completed and proposed eliminating 11 sites lowering the cost to SMCTC and the districts by \$949,910. SECC has submitted the list to Comcast as agreed.

Comcast will review the list and discuss any concerns they have with SECC and the Commission by the end of May.

2. Comcast has requested a two-year extension of the BESTNet Phase 3.
3. Comcast has requested the project be completed by the end of the extension with no future obligations for future school sites.
4. Everyone agreed it was important to work through the process and discuss the concerns during the next few months with a mutually acceptable revised agreement presented to the SMCTC in September.
5. To fund the final 52 sites, assuming the current balance summaries are correct and Comcast maintains it's "not to exceed" pricing, SECC is proposing the following:

SMCTC: 2016-2017: \$600,000 from PEG Fee
 2017-2018: \$400,000 from PEG Fee

School Districts:
 2016-2017: \$600,000
 2017-2018: \$732,470

SECC/Unrestricted Contingency fee:
 2017-2018: \$285,098

BESTNet is a tremendous asset to Sacramento. It has changed education for Sacramento's teachers and students, bringing incredible and reliable resources to the schools. This BESTNet Completion Proposal will complete the BESTNet Project begun many years ago and provide a solid foundation for continued positive partnerships and collaborations between education, business and the SMCTC.

5/11/17 Update: (As included in the SECC 2017-2018 Funding request)

The BESTNet Phase 3 Elementary School build is now approximately 2.5 years behind and there are completion issues that are currently being addressed by SECC, Comcast and SMCTC. In anticipation of a favorable outcome of the current negotiation process, SECC is requesting funding for the Comcast requested two-year extension.

Background and Update:

Paid to date to date by SECC Members and SMCTC:

2012 - \$ 1,481,665

2013 - \$ 1,616,905

2014 - \$ 1,488,657

2015 - \$ 1,434,905

\$ 6,022,132 - Total to date

Remaining sites - \$ 2,763,016

Represents total amount to be spent by SECC Members and SMCTC based on “not to exceed” prices provided by Comcast, including Project Management and Contingency fees.

- 9 Sac City sites – partial PO completion) **Not paid.***
- Remaining [11] 2016 Sac City USD sites)*
- 23 Twin Rivers USD sites*
- 9 Natomas USD sites,*
- 1Folsom-Cordova USD site*

BESTNet is requesting PEG funding as follows:

- **\$600,000** 2016-2017 Carryover for Phase 3-Year 5 School Connections from the PEG Fee (note this is not listed on the spread sheet since it's carryover and not new funding)*
- **\$600,000** for Phase 3 – Year 6 School Connections from PEG Fee (leaves a balance of \$181,508 for Year 7)*
- SECC/BESTNet proposes to utilize the available contingency fee fund (\$285,098) for year 7 expenses assuming there will be additional expenses not anticipated since current negotiations are on-going.*



Comcast Cable
3055 Comcast Place
Livermore, CA 94551
Office: 925-424-0100

May 23, 2016

VIA E-MAIL

Ms. Liz Rhodes
Executive Director
Sacramento Educational Cable Consortium
3780 Rosin Court, Suite 150
Sacramento, CA 95834

Re: April 23, 2016 Proposal

Dear Liz:

Thank you for your time and effort in putting together a BESTNet proposal to plan for addressing the technology needs of the schools not yet connected to BESTNet and how those needs could be met through the BESTNet agreement or through other means. As we discussed at our meeting, we fully understand and appreciate the goals and desires of the Sacramento Metropolitan Cable Commission and the Sacramento Educational Cable Consortium, and are attempting to balance those goals and desires against Comcast's obligations as set forth in the underlying documents. Set forth below is a general outline of how we can move forward, and I'm enclosing a draft agreement that incorporates these understandings, as follows:

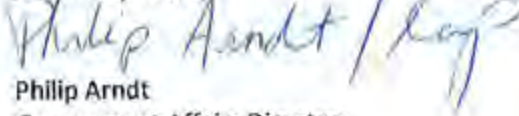
1. For 2016, Comcast will complete construction of 9 schools sites, taking in account that you removed 3 sites from the list previously submitted; the list of schools where construction will be completed is attached. Unfortunately due to the timing of our discussion, we had already began construction to a number of these sites, and that work totals approximately \$139,000. The remaining construction will total approximately \$463,000. We are still awaiting pole permits for these projects and will complete construction once we have received the permits.
2. Comcast will agree to completing construction of the remaining sites as per your list submitted with your April 28th letter (the "Amended List"), which estimated construction costs are estimated at \$2,292,673 ; this construction shall be completed by December 2018. In 2017, Comcast will complete the remaining 11 Sacramento School District sites from the Amended List as well as thirteen Twin Rivers School District sites for a total of 24 sites to be constructed. In 2018, Comcast will complete the remaining 10 Twin Rivers school sites as well as the 9 Natomas School District sites.

Ms. Liz Rhodes
May 23, 2016
Page 2

3. In recognition of Comcast completing construction of these sites referenced above, the underlying documents will be revised such that no further construction shall be required of Comcast by BESTNet or the Sacramento Metropolitan Cable Commission per Section 8 of the BESTNet Network Phase II Construction and Maintenance Agreement or the First Addendum to same.
4. Further, the amended agreement shall contain express language regarding the rights and obligations of the parties after 2023 when the BESTNet agreement expires, specifically that BESTNet understands and agrees that any use of the network after 2023 will be under a commercially negotiated agreement between Comcast and BESTNet or the Sacramento Metropolitan Cable Commission.

Please advise at your earliest convenience if BESTNet and the Sacramento Metropolitan Cable Commission are amenable to the terms outlined above so that we may determine next steps in a timely manner. Again, thank you for your willingness to sit down and resolve these matters in a forthright and open dialogue.

Very Truly Yours,



Philip Arndt
Government Affairs Director
Comcast California

Cc w/enclosure:

Robert Davison
Steve Bradley
Sue Vaccaro
Lee-Ann Peling

BESTNET 2016 SITES

Site	District	School	Street Address	City	Zip	Not to Exceed final pricing (Comcast Construction Cost)	Priority Rank
1	Sacramento City	Freeport Elementary	2118 Meadowview Road	Sacramento	95837	\$32,839	1
2	Sacramento City	Mark Hopkins Elementary	2221 Maison Drive	Sacramento,	95822	\$86,860	1
3	Sacramento City	Pony Express Elementary	1250 56th Avenue	Sacramento,	95831	\$58,325	1
4	Sacramento City	A. M. Winn Elementary	3351 Explorer Drive	Sacramento,	95827	\$52,261	1
5	Sacramento City	Bowling Green Elementary Charter	4211 Turnbridge Drive	Sacramento,	95823	\$38,324	1
6	Sacramento City	Sutterville Elementary	4967 Monterey Way	Sacramento,	95822	\$77,758	1
10	Sacramento City	Hollywood Park/ L. da Vinci	4701 Jouaquin Way	Sacramento,	95822	\$62,335	1
11	Sacramento City	Joseph Bonnheim Elementary	7300 Marin Avenue	Sacramento,	95820	\$52,027	1
12	Sacramento City	El Centro Junior/Senior High (Juv Hall)	9601 Keifer Blvd.	Sacramento,	95827	\$2,325	1
Total:						\$462,854	



TO: BOB DAVISON
FROM: LIZ RHODES
RE: BESTNET/COMCAST/SECC UPDATE

During the past month Philip Arndt and I have been working to achieve a potential, mutually acceptable solution to the completion of BESTNet and the terms of renewal when the franchise expires in 2023. In our discussions we acknowledged the following:

1. The SECC managed BESTNet network was designed specifically to meet the needs of Sacramento schools. Elementary schools connect to middle schools/high schools that in turn, connect to district offices for district management. Using the backbone, district offices connect to the Sacramento County Office of Education (SCOE) and then feed into CENIC (state operated network). The backbone is managed by SCOE. Therefore, by nature of the design, BESTNet is of value to schools. Intrinsicly it has no real value to Comcast, other than a few fiber links if the schools do not use the network.
2. After the initial pilot (the beginning of the backbone) BESTNet was paid for by school districts and the Sacramento Metropolitan Cable Television Commission. Comcast contributed available dark fiber.
3. During the build of Phase II, Comcast and SECC agreed to design pathways that were advantageous to Comcast as well as SECC. Comcast enhanced its network with additional fiber as it built out BESTNet – a mutually advantageous situation.

In addition, Philip expressed the following Comcast concerns:

1. Definitive end to the project.
2. Structure and clarity to the renewal language. Comcast is open to receiving and reviewing language submitted by SECC/SMCTC rather than the language provided in Philips May 23 Letter.
3. Confirm fiber ownership.
4. On-going revenue stream upon renewal.

Response to Comcast concerns:

- 1. Definitive end to the project:** As part of the proposal and in the SECC April 28, 2016 letter, SECC has agreed to Comcast proposed end date of June 30, 2018.
- 2. Structure and clarity to the renewal language. Comcast is open to receiving and reviewing language submitted by SECC/SMCTC rather than the language provided in Philips May 23 Letter:**

Existing language in the BESTNet Network Phase II Construction and Maintenance Agreement, section 9(a)

Thereafter and as part of a renewed Agreement, the Commission and SECC shall have the right to continue to use BESTNet on the same terms and conditions as those listed above with respect to then existing facilities. As part of negotiations for the renewal of this Agreement, the parties may negotiate the terms and conditions with respect to additional school sites to be connected to BESTNet and any other cost items that may arise during the negotiations.

Using the above language, SECC suggests adding language that includes:

- Acknowledgment of long-term ongoing partnership that created BESTNet
- Acknowledges the first 3 items listed in paragraph one of this memo
- Acknowledgement of the release of obligation of future sites and the reduction of existing sites as major cost savings and potential of significant revenue generation for Comcast
- Acknowledges SECC is will to pay an on-going maintenance fee

3. Confirm fiber ownership: In the BESTNet Network Phase II Construction and Maintenance Agreement, section 9(b) fiber ownership is specified: *All of the fiber facilities installed by Comcast and/or utilized by BESTNet throughout Phase II and additional sites as described in this Agreement (but not any equipment installed by SECC and the Participating Educational Entities) shall at all times be and remain the personal property of Comcast*

4. On-going revenue stream upon renewal: SECC is open to paying an on-going maintenance fee. In addition, as part of this agreement SECC is relinquishing the requirement for Comcast to connect all future sites. With the projected new school list provided to Comcast, there is potential for significant revenue in providing Metro E service to these schools. In addition, the sites removed from the original list are potential revenue sources for Comcast.



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 3

DATE: July 19, 2017

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: **RESOLUTION NO. 2017-008, APPROVING THE SEVENTH AMENDMENT TO THE LICENSE AND OPERATIONS AGREEMENTS PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S)**

RECOMMENDATION:

It is recommended the Board adopt Resolution No. 2017-008, Approving the Seventh Amendment to the License and Operations Agreements Pertaining to Use of Community Programming Channel(s).

BACKGROUND/DISCUSSION:

The License & Operations Agreements pertaining to Use of Community Channels were first approved in November 2003 for the Commission's four Channel Licensees – Access Sacramento, KVIE, Inc., Sac Faith TV (formerly RCCTV), and the Sacramento Educational Cable Consortium (SECC).

The License & Operations Agreements were amended in June 2006, extending the term end date to June 30, 2009. With the implementation and collection of 1% of PEG fees incorporated into the Commission's Fiscal Year 2010-11 budget, Legal Counsel was asked at that time to review and update the License and Operations (L&O) Agreements, pertaining to the Use of Community Programming Channel(s).

Since that time, the Board has adopted the following resolutions at their annual budget meetings, amending the term end date of the License & Operations Agreements:

Resolution Number	Approval Date	Term End Date
2010-006 (Second Amendment)	June 3, 2010	June 30, 2012
2012-014 (Third Amendment)	October 4, 2012	June 30, 2014
2014-010 (Fourth Amendment)	June 5, 2014	June 30, 2015
2015-008 (Fifth Amendment)	June 4, 2015	June 30, 2016
2016-014 (Sixth Amendment)	June 2, 2016	June 30, 2017

Staff now recommends the Board adopt Resolution No. 2017-008, Approving the Seventh Amendment to the License and Operations Agreements Pertaining to Use of Community Programming Channel Licensees, with an amended term ending June 30, 2018.

Agenda Item No. 3

Resolution No. 2017-008, Approving the Seventh Amendment to the License and Operations Agreements Pertaining to Use of Community Programming Channel(s)

Page 2

Respectfully submitted,

A handwritten signature in blue ink that reads "Robert A. Davison". The signature is written in a cursive style and is positioned above a horizontal line.

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission

Attachments:

- Resolution No. 2017-008, Approving the Seventh Amendment to the License and Operations Agreements Pertaining to Use of Community Programming Channel(s)
- License and Operations Agreement Pertaining to Use of Community Programming Channel(s) - Access Sacramento

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2017-008

RESOLUTION APPROVING THE SEVENTH AMENDMENT TO THE LICENSE AND OPERATIONS AGREEMENTS PERTAINING TO USE OF COMMUNITY PROGRAMMING CHANNEL(S)

WHEREAS, on November 6, 2003, the Commission approved new License and Operations Agreements Pertaining to Use of Community Programming Channel(s), which re-allocated channels and provided a three-year term through June 30, 2006; and

WHEREAS, on June 1, 2006, by Resolution No. 06-012, the Commission amended those Agreements to extend the term by three years ending June 30, 2009; and

WHEREAS, on June 3, 2010, by Resolution No. 2010-006, the Commission approved the Second Amendment to those Agreements to extend the term by two years ending June 30, 2012; and

WHEREAS, on October 4, 2012, by Resolution No. 2012-014, the Commission approved the Third Amendment to those Agreements to extend the term for two years ending June 30, 2014; and

WHEREAS, on June 5, 2014, by Resolution of No. 2014-010, the Commission approved the Fourth Amendment to those Agreements to extend the term ending June 30, 2015, along with new language related to the use of PEG Fee Funding and reporting requirements; and

WHEREAS, on June 4, 2015, by Resolution No. 2015-008, the Commission approved the Fifth Amendment to those Agreements to extend the term ending June 30, 2016; and

WHEREAS, on June 2, 2016, by Resolution No. 2016-014, the Commission approved the Sixth Amendment to those Agreements to extend the term ending June 30, 2017.

NOW THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION that the Commission approves the Pro Forma Seventh Amendment to the License and Operations Agreement Pertaining to Use of Community Programming Channel(s);

FURTHER, BE IT RESOLVED AND ORDERED that the Executive Director is authorized and directed to prepare the Seventh Amendment to the License and Operations Agreements for the Sacramento Community Cable Foundation DBA Access Sacramento, KVIE, Inc., Interfaith Service Bureau DBA Sac Faith TV, and the Sacramento Educational Cable Consortium, with an amended term ending June 30, 2018.

FURTHER, BE IT RESOLVED that the Chairman of the Board of Directors be and is hereby authorized to execute the Seventh Amendment to the Agreements for all Channel Licensees in the form hereto attached as Exhibit A, on behalf of the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION, a Joint Powers Agency of the State of California.

On a motion by Director _____, seconded by Director _____, the foregoing Resolution was passed and adopted by the Board of Directors of the Sacramento Metropolitan Cable Television Commission this 19th day of July 2017, by the following vote, to wit:

AYES:

NOES:

ABSENT:

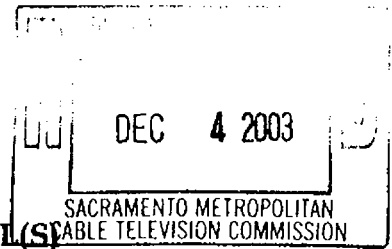
ABSTAIN:

Chair of the Board

ATTEST:

Clerk of the Board

**LICENSE AND OPERATIONS AGREEMENT
PERTAINING TO
USE OF COMMUNITY PROGRAMMING CHANNEL(S)**



THIS AGREEMENT is between the Sacramento Metropolitan Cable Television Commission ("SMCTC") and **Sacramento Community Cable Foundation, DBA Access Sacramento** ("Grantee")

This Agreement ("the License Agreement" or "Agreement") is made with reference to the following facts, among others:

A. SMCTC regulates the delivery of cable television services in the Sacramento Metropolitan Area.

B. In connection with agreements with various cable television providers, SMCTC has rights to approximately seven (7) cable television channels as frequency spectrum space on the various systems owned and operated by those providers. These channels are dedicated to the delivery of public, educational, and governmental programming and are commonly referred to as community programming channels.

C. Grantee, a public benefit corporation of the State of California, which is a not for profit organization, wishes to operate a community programming channel(s) under license from SMCTC.

D. SMCTC has determined that Grantee has the knowledge, experience and resources necessary to operate a community channel(s) so as to cablecast programming which is in the public interest.

E. This Agreement sets forth the duties and responsibilities of both SMCTC and Grantee in connection with the use of such channel(s).

THEREFORE, THE PARTIES AGREE:

1. License Granted. SMCTC hereby grants a revocable license to Grantee to use and operate community programming channel number(s) at the times and current channel designations on the cable systems franchised and/or licensed by SMCTC listed below (or their equivalent as carried on the lowest tier of service on various systems):

<u>Channel</u>	<u>Time</u>
17	Seven (7) days per week twenty-four (24) hours per day EXCEPT from 7 a.m. to 5 p.m. Monday through Friday from August 1 st through and including May 31 st .

- 18 Seven (7) days per week twenty-four (24) hours per day EXCEPT from 8 a.m. to 2 p.m. Monday through Friday from August 1st through and including May 31st.

With the mutual agreement of the respective governing boards of the Licensees, the channel allocations may be changed, modified, traded or otherwise adjusted to improve services to subscribers and the public.

2. Term of License; License Fee; Renewal.

A. The term of the license ends June 30, 2006, subject to the provisions relating to the revocation of the license as provided in section 10.

B. The license fee is One Dollar (\$1.00) per year. SMCTC acknowledges receipt from Grantee of Three Dollars (\$3.00) for the entire license term. No part of the license fee is refundable if the license is surrendered by Grantee or revoked pursuant to Section 10.

C. A license is not automatically renewable. To retain a license after the expiration of the initial term, or any subsequent term, SMCTC must approve a new license agreement with Grantee. Grantee may apply for renewal in a form approved by the Executive Director not earlier than six (6) months prior to the expiration of the current term. In the event the SMCTC decides not to renew a current license, it will provide ninety (90) days written notice to Grantee.

3. No Property Interest Created. In granting this license, SMCTC does not intend to create any property interest (whether real or personal) in favor of Grantee, and Grantee specifically acknowledges that no property interest is being created in its favor in the community programming channel(s) which it is authorized to use under this Agreement, in any of the real or personal property of SMCTC which Grantee uses as part of its operations, or for any other reason.

4. No Agency Relationship Created. The grant of a license under this Agreement creates no agency between SMCTC and Grantee. Grantee is a wholly separate legal entity from SMCTC. Except as may be expressly provided herein, or as otherwise agreed to by the parties in writing, neither SMCTC nor Grantee shall have the power or authority to act on behalf of the other.

5. Funding Process; No Funding Guaranteed.

A. Grantee is aware that SMCTC has in the past provided funding to various non-profit organizations operating community programming channels under channel use agreements. To the extent SMCTC determines to make funds available to community programming channel licensees in the future, Grantee shall be eligible to apply for such funds. It is anticipated that funds will be allocated annually to community programming channel licensees as part of the SMCTC budget process. The method and manner of applying for funds shall be determined by SMCTC from time to time. Funds, if allocated, will be subject to a separate **Annual Funding**

and Performance Agreement which sets forth the obligations of Grantee in accepting funding and the programming and other services Grantee will provide.

B. Notwithstanding subsection 5A., above, the grant of a license under this Agreement does not guarantee to Grantee any monetary funding by SMCTC nor the use of any video telecommunications equipment or other property (whether real or personal) owned, leased, or otherwise possessed by SMCTC.

6. Programming Obligations of Grantee. The programming provided by the Grantee shall meet the requirements of the then current **Policies for Community Programming Licensees** adopted by SMCTC. A copy of the **Policies for Community Programming Licensees** in force at the time of the execution of this Agreement is attached hereto as **Exhibit A** and is hereby incorporated by this reference.

7. No Content Regulation. In granting a license to Grantee under this Agreement, SMCTC is not attempting to regulate, censor, or otherwise determine the content of any broadcast over the community programming channel(s) used and operated by the Grantee; provided, however, that Grantee shall comply with the **Policies for Community Programming Licensees** as set forth in Section 6.

8. Reporting. Beginning on May 1st and November 1st following the beginning of the term of this Agreement and for every May 1st and November 1st thereafter during the term of this License, Grantee shall file a report ("the semi-annual report") with SMCTC, containing the following information for the period ending March 31 and September 30, respectively, and any additional information reasonably requested by the Executive Director, so that SMCTC will be fully informed concerning the activities and viability of Grantee:

A. The source of all revenues in the form of gifts, donations, or grants from any third party, other than from SMCTC, and the dollar amount received from each source.

B. An accounting of all revenue from fees and fundraising identified by type, purpose, and event.

C. An accounting of all revenues received from any third party in consideration of cablecasting any program, service announcement, or other information.

D. The monetary value of any real or personal property received from any third party.

E. The number and types of programs cablecast by Grantee, broken down by subject matter, and stating by whom and where produced.

F. The number of hours of cablecasting, including the number of hours of programming not previously cablecast by Grantee and the number of hours of programming previously cablecast by Grantee.

G. The financial position of Grantee, including revenues and expenditures for the previous six (6) months, assets, liabilities, cash on hand, and other information sufficient for SMCTC to determine whether Grantee has the resources necessary to fulfill its obligations under its license.

H. The number of persons, firms, or entities which pay dues or other consideration to be members of, or participants in, the non-profit organization of Grantee.

I. A list of all programs, classes, or other training mechanisms, including number of persons enrolled in each and any training fee paid, sponsored, supported, or given by Grantee to persons interested in learning about producing, directing, taping, or otherwise creating a product / video program suitable for cablecasting on a community programming channel.

J. A list of all other additional events, associations, programs, classes, or other mechanisms sponsored, supported, or given by Grantee which are in addition to those listed in I above and which are **not** specifically for persons interested in learning about the operations of a community programming channel, or in learning about producing, directing, taping, or otherwise creating a product / video program suitable for cablecasting on a community programming channel.

K. Copies of any newsletter or other publication of Grantee which is distributed to its members, and/or members of the public generally, regarding the activities of Grantee as such activities pertain to the operation of its channel(s).

L. An accounting of the distribution of all Grantee funds, equipment, staff services, gifts, donations, or grants provided to any third party by Grantee.

9. Indemnity and Insurance. Grantee agrees to be bound by the terms and conditions of the then current policy re: **Community Programming Insurance Requirements** adopted by SMCTC. A copy of the **Policy for Community Programming Insurance Requirements** in force at the time of the execution of this Agreement is attached hereto as **Exhibit B** and is hereby incorporated by this reference.

A. Indemnification. Grantee shall, at its sole expense, fully indemnify, defend and hold harmless the SMCTC, the County of Sacramento and the municipalities of Sacramento, Folsom, Galt, Elk Grove, Citrus Heights and Rancho Cordova, and any other municipality within the County of Sacramento that is a member of the Cable Television Commission, and in their capacity as such, the officers, agents and employees thereof, from and against any and all claims, suits, actions, liability and judgments for damages including reasonable attorney's fees or otherwise:

(1) For actual or alleged injury to persons or property, including loss of use of property due to an occurrence, whether or not such property is physically damaged or destroyed, in any way arising out of or through or alleged to arise out of or through the acts or omissions of the Grantee or its officers, agents, employees, or contractors or to which the

Grantee's or its officers, agents, employees or contractors acts or omissions in any way contribute;

(2) Arising out of, or alleged to arise out of, any claim for damages for invasion of the right of privacy, defamation of any person, firm or corporation, or the violation or infringement of any copyright, trade mark, trade name, service mark or patent, or of any other right of any person, firm or corporation in any way arising out of or through or alleged to arise out of or through the acts or omissions of the Grantee or its officers, agents, employees, or contractors or to which the Grantee's or its officers, agents, employees or contractors acts or omissions in any way contribute; and

(3) Arising out of, or alleged to arise out of, Grantee's failure to comply with the provisions of any statute, regulation, or ordinance of the United States, State of California, or any local agency applicable to the Grantee in its business.

Nothing herein shall be deemed to prevent the parties indemnified and held harmless herein from participating in the defense of any litigation by their own counsel at the Grantee's sole expense. Indemnified parties' reimbursements shall be limited to those which are reasonable in light of the circumstances and Grantee is authorized to use funds received under this Agreement to pay such costs if other sources are insufficient. Such participation shall not under any circumstances relieve the Grantee from its duty of defense against liability or of paying any judgment entered against such party.

B. Insurance. Without limiting Grantee indemnification, Grantee shall maintain in force at all times during the term of this Agreement and any extensions or modifications thereto, insurance as specified in Exhibit B. It is the responsibility of Grantee to notify its insurance agent or insurance carrier(s) regarding coverage, limits, forms and other insurance requirements specified in Exhibit B.

10. Revocation of License for Specific Violations of this Agreement.

A. SMCTC may revoke the license granted to Grantee at any time if Grantee fails to abide by any provision of this Agreement. A non-exhaustive list of reasons for revocation includes the following:

1. Failure to comply with any provision of this Agreement, including but not limited to the requirement to maintain insurance coverage as provided by Section 9.

2. Failure to comply with any policy of SMCTC applicable to Grantee under this Agreement or otherwise.

3. Failure to maintain adequate funding, resources, or technical expertise necessary to provide programming which meets the requirements under this License or of the **Policies for Community Programming Licensees (Exhibit A)**.

B. In accepting the license, Grantee agrees that, pursuant to Section 3 of this Agreement, it is not acquiring a property interest in its license and no formal due process is required to revoke the license.

C. The Executive Director may recommend to the members of SMCTC ("the Commission") that a license be revoked. Except where the public health, safety, or general welfare require immediate action by the Commission, prior to making any such recommendation to the Commission regarding a license termination, the Executive Director shall meet with the Grantee in an effort to remediate any condition which constitutes a reason for termination of the license. The Executive Director shall specify a time in which action must be taken by the Grantee to correct the condition(s).

D. Notwithstanding the preceding subsection B of this section 10, SMCTC shall provide notice to the Grantee of its intent to revoke the license at least ten (10) calendar days before the meeting of the members of SMCTC ("the Commission meeting") at which action will be taken. Grantee may appear at the Commission meeting and present reasons why the license should not be revoked.

E. SMCTC shall determine whether to revoke the license. The action of SMCTC regarding the license shall be final and binding upon Grantee.

F. Should SMCTC determine that, based upon the reasons stated by the Grantee, there needs to be additional facts available for it to make a decision on revocation, it may appoint a sub-committee of SMCTC or a third party to act as a fact finder and render a report to SMCTC at a subsequent Commission meeting.

11. Termination or Modification of License for the General Welfare. SMCTC may, at any time, determine that it is in the best interests of SMCTC that a license be terminated or modified. Such termination or modification will be for reasons other than a violation of this Agreement as set forth in Section 10 (e.g., lack of available funding, need to reduce the number of channels a licensee may operate, etc.). Except in situations necessary to protect the public health, safety, or welfare, SMCTC shall provide to a licensee ninety (90) calendar days notice of termination or modification of a license.

The decision of SMCTC to terminate or modify a license under this section 11 shall be final and binding on the Grantee.

12. Discrimination. Grantee shall not discriminate in employment, in educational opportunities to third parties, in the production of programming (including in the hiring of third parties to produce, or assist in the production of, any program intended to be cablecast by Grantee), or in membership of its non-profit organization, on the basis of race, national origin, religion, sex, gender, sexual preference, political affiliation, age (over 40), or disability.

13 Miscellaneous.

A. Integrated Agreement. This Agreement contains all the understandings of the parties. All prior understandings, whether written or oral, are superceded hereby and of no further force or effect. All modifications hereto shall be in writing.

B. State, Federal and Local Laws; Policies Generally Applicable to Licensees.

1) Grantee agrees to abide by all State, Federal, and municipal laws applicable to it.

2) Grantee agrees to be bound by all current and future policies of SMCTC generally applicable to all community programming licensees. If there is a conflict between a policy and this Agreement, the provisions of this Agreement shall prevail.

C. Choice of Law; Venue. This Agreement shall be interpreted according to the laws of the State of California. Venue of any action regarding this Agreement shall be in the Superior Court of Sacramento County, or, if applicable, the United States District Court for the Eastern District of California.

D. Agreement Voluntarily Entered Into. Each party represents that it has entered into this Agreement with full knowledge of its contents and having had the opportunity to consult with legal counsel of its choice. No extraneous inducement has been offered by either party to the other to enter into this Agreement.

E. Section Headings. The headings on each section or subsection of this Agreement are for the convenience of the parties only and are not intended to change the substance of any portion of this Agreement.

F. Partial Invalidity. If a portion of this Agreement is held invalid by a court of competent jurisdiction, and the remainder of the Agreement may be carried out without material detriment to either party, the remainder of the Agreement shall remain in full force and effect.

G. Ambiguity. For purposes of interpreting this Agreement, or any section of it, neither party shall be considered to have drafted or authored the Agreement or section.

H. Assignment. This Agreement is considered to be an agreement for Grantee to provide special and unique services. As a consequence, neither the Agreement, any part of it, or the license issued under it, may be assigned by Grantee.

I. Waiver. A waiver of one provision of this Agreement by either party shall not be construed as a waiver of any other provision.

J. Effective Date. This Agreement is effective on the date signed by the Chairman of the Commission after it has been signed by Grantee and forwarded to the Commission for approval.

Dated: 11/6/03

Sacramento Metropolitan Cable
Television Commission

By: [Signature]
Chairman

Attest:

[Signature]
Secretary

Dated: 12/2/03

Sacramento Community Cable
Foundation, DBA Access Sacramento

By: [Signature]
Its: Executive Director

Exhibit A - Policies for Community Programming Licensees
Exhibit B - Policies for Community Programming Insurance Requirements

Exhibit A: Policies for Community Programming Licensees

GENERAL POLICY

Licensee operations shall further the development, implementation, acquisition and presentation of community programming programs for cablecast on the channel(s) provided under license are for the benefit of the greater Sacramento community.

- Cablecasting of instructional and educational programs for in-school and at-home use to serve the complete age range of pre-school through adult including university, community college, and/or high school academic credit courses for all educational levels and programs and service needs identified by the local educational community. Instructional programs may include staff development, in-service and promotional activities, and training in video production for community members, teachers and students and educational programs to inform and enrich including public affairs and government programming; health, consumer and business information; religion; and other societal issues.
- Simple, readily available public access to the cable system(s) with not less than a 72-hour delay.
- Low cost training of the public in media production for the purpose of generating programming for cablecast.
- Cablecasting entertainment programs that provide the opportunity for creative and free expression including the performing and visual arts.
- Audio program services including cultural, news and public affairs programming.
- Cablecasting entertainment and historical programs about the Sacramento region.
- Administration, promotion, and evaluation to support community.

"Community Programming" – means cablecasts which consist of topics of special interest to the Sacramento community or defined element thereof and which are not "obscene" under the laws of California and/or other applicable laws; including matters of a political, governmental, sociological, religious, educational, instructional, cultural, artistic, health oriented, ethnic, economic, recreational, charitable and philanthropic nature. Community Programming does not include:

- a) advertising by and on behalf of candidates for public office;
- b) a lottery as defined by FCC regulation or any advertisement of or information concerning a lottery; or
- c) libelous or slanderous material.

Brown Act. Licensee, as a condition of accepting a License and/or funding SMCTC shall, regardless of its organizational structure, comply with the provisions of the Ralph M. Brown Act (Govt. Code § 54950 *et seq.*), as it now exists and may hereafter be amended, as to any discussions and/or decisions of Licensee's governing board relating to the expenditure of all or any portion of the funds provided pursuant to this Agreement.

Conflict of Interest. Licensee shall not, directly or indirectly, purchase goods or services or otherwise fund any person or entity in which any of Licensee's directors, officers, agents or employees, have or will acquire any direct or indirect interest.

User Fees and Charges. Use of channel(s), facilities and equipment shall be provided to members of the general public and representatives of non-profit organizations and public agencies by Licensee at its sole cost and expense, without fees or charges, subject to the licensee retaining the right to reasonably regulate how, where, and when such items may be used. The preceding sentence does not apply to licensees operating in educational facilities (i.e., public or private primary, secondary, and post-secondary schools).

However, upon the prior approval of SMCTC, Licensee may establish and levy reasonable user fees and charges in connection with the use of such facilities and equipment.

Licensee may conduct fund-raising activities such as telethons, auctions, and membership drives on the channels whose use is authorized by SMCTC if the activity meets the following criteria:

- (1) All funds generated from such activity shall be used in support of Licensee's cablecasting activities on the channel(s).
- (2) Licensee may not use the channel(s), facilities or equipment whose use is authorized by SMCTC to raise funds for any other organization or any purpose other than those stated above without the prior approval of SMCTC.

Programming Liability. Notwithstanding the requirements imposed on Licensee, Licensee shall be fully responsible for all programs cablecast on channels licensed herein. Licensee agrees to indemnify and hold harmless SMCTC, the County of Sacramento, and the municipalities of Sacramento, Folsom, Galt, Citrus Heights, Elk Grove and Rancho Cordova, and any other municipality within the County of Sacramento that is a member of SMCTC, from any and all claims or other injury (including reasonable cost of defending claims or litigation) arising from or in connection with claims of loss or damage to person or property arising out of the failure to comply with any applicable laws, rules, regulations, or other requirements of local, state, or federal authorities, for claims of libel, slander, invasion of privacy, or infringement of common law or statutory copyright, for breach of contract or other injury or damage in law or equity which claims result from Licensee's use of channels, funds, equipment, facilities, or staff provided under the auspices of the SMCTC.

Copyright Clearance.

- a) Before cablecasting any program Licensee shall make all appropriate arrangements to obtain all rights to all material cablecast and clearances from broadcast stations, networks, sponsors, music licensing organizations' representatives, and without limitation from the foregoing, any and all other persons as may be necessary to transmit its or their program material over Licensee's authorized channel(s).

- b) Before cablecasting transmissions for audio use only, Licensee shall obtain all required rights to all material cablecast and shall obtain all required clearances from broadcast stations, networks, sponsors, music licensing organizations' representatives, and without limitation from the foregoing, all other persons as may be necessary to transmit its or their program material over a SMCTC authorized cable television system.

Copyright and Ownership. Licensee shall have an ownership interest in the copyright of all programs and materials sufficient to control distribution and re-presentation and shall own such an interest in all programs and materials produced by Licensee with funds, equipment, or staff provided under by the SMCTC.

Distribution Rights.

- a) Licensee shall require that, except with SMCTC's permission, all programs produced in whole or in part with equipment, facilities, or staff granted under the auspices of the SMCTC shall be distributed only on the channel(s) whose use is authorized by this Agreement.
- b) Additional payments required to obtain cable television distribution rights for programs acquired primarily for broadcast use may be made by Licensee from funds granted under this Agreement.
- c) At the beginning and end of each day that video programming is cablecast on the channel(s) whose use is authorized by SMCTF, Licensee shall display a credit stating "Funds for the operation of this channel are provided in part by the Sacramento Metropolitan Cable Television Commission". The current address and telephone number of the Commission shall also be displayed.
- d) Licensee may exchange programming with commercial broadcast channels provided that:
 - (1) Licensee obtains permission from all persons who have an interest or right in the programming;
 - (2) the commercial broadcast channel credits the programming to Licensee under the auspices of SMCTC;
 - (3) the programming has first been cablecast on the channels provided under the auspices of the SMCTC.

Authority of Licensee. Unless otherwise stated herein, Licensee shall have sole discretion to resolve the following types of issues and questions with regard to Community Programming:

- a) The time or date on which a particular program will be cablecast;
- b) Whether the production quality of a particular program is sufficient to warrant cablecasting to subscribers;

- c) In the event of a demand to program channels or time thereon allocated to Community Programming which exceeds the capacity of the channels (i.e., a demand for programming which exceeds the volume which can be accommodated by twenty-four (24) hours per day, seven (7) days per week cablecasting), the determination of which programs are to be cablecast and which are not;
- d) The permissible length of a program;
- e) The appropriateness of the content of a program;
- f) The monopolization by particular users of channel time, facilities or equipment;
- g) In the event of a demand to utilize production facilities or equipment which exceeds capacity, determination of who will be permitted use and who will not be;
- h) Denial of the use of facilities or equipment on the basis of past abuse, misuse, or inadequate care thereof; and,
- i) Determination of staffing levels to assist particular parties in the production of programming or assist in the production of particular types of programming.

Equipment Ownership. Licensee shall not sell or transfer equipment or facilities provided under the auspices of the SMCTC without the prior written approval of SMCTC.

Upon the termination, revocation, or cancellation of a License Agreement, Licensee shall immediately, at Licensee's option, either deliver to SMCTC all equipment, exclusive of fixtures, then in Licensee's possession or reimburse SMCTC for the then fair market value of all funded equipment or the proportional interest of the Commission-funded portion thereof then in Licensee's possession.

Financial Records; Audit. The financial records of Licensee shall be available at all times for inspection by SMCTC or its authorized representatives.

A Licensee shall provide, as part of the semi-annual reports required by Section 8 of the License Agreement, an unaudited financial report.

SMCTC may, at any time, at the sole expense of SMCTC cause the books and records of the License to be audited by a duly qualified professional.

Litigation- Expenditure of SMCTC Funds against SMCTC Prohibited. Licensee shall not expend any funds received from SMCTC to pay costs or attorney's fees in any litigation in which Licensee asserts or attempts to assert any cause of action whatsoever against SMCTC, the County of Sacramento, the municipalities of Sacramento, Folsom, Galt, Citrus Heights, Elk Grove or Rancho Cordova, and any other municipality within the County of Sacramento that is a member of the SMCTC, and/or the directors, employees, or officers of such entities.

Exhibit B. Policies for Community Programming Insurance Requirements

Without limiting Licensee's indemnification and prior to exercising its License, Licensee shall procure and maintain at Licensee's sole expense, for the duration of the License Agreement, insurance against claims for injuries to persons or damages to property which may arise from, or in connection with activities of the Licensee, its agents, representatives, employees or subcontractors as follows:

- a) **Minimum Scope of Insurance.** Insurance coverage shall be at least as broad as:
- (1) Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001) including, but not limited to Premises/Operations, Products/Completed Operations, Contractual, and Personal & Advertising Injury.
 - (2) Insurance Services Office Business Auto Coverage form number CA 0001 covering Automobile Liability Code 1 (any auto).
 - (3) Workers' Compensation insurance as required by the State of California and Employers Liability insurance.
- b) **Minimum Limits of Insurance.** Licensee shall maintain limits of insurance no less than:
- (1) General Liability:

General Aggregate:	\$2,000,000
Products Comp/Op Aggregate:	\$2,000,000
Personal & Adv. Injury:	\$1,000,000
Each Occurrence:	\$1,000,000
Fire Damage:	\$ 100,000
 - (2) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - (3) Workers' Compensation: Statutory
 - (4) Employers Liability: \$1,000,000 per accident for bodily injury or disease.
- c) **Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by SMCTC in its sole and complete discretion.
- d) **Other Insurance Provisions.** The insurance policies required hereunder are to contain, or be endorsed to contain, as applicable, the following provisions:

(1) COMMERCIAL GENERAL LIABILITY AND COMMERCIAL AUTOMOBILE

COVERAGES.

- (a) The SMCTC and SMCTC's officers, officials, employees, agents, and volunteers are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of the Licensee; services, products and completed operations of the Licensee; premises owned, occupied or used by the Licensee; and automobiles owned, leased, hired or borrowed by the Licensee. The coverage shall contain no special limitations on the scope of protection afforded to the SMCTC or SMCTC's officers, officials, employees, or volunteers, except as shall have the prior written approval of SMCTC.
- (b) For any claims related to the activities of Licensee, the Licensee's insurance coverage shall be primary insurance as respects the SMCTC and SMCTC's officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the SMCTC or SMCTC's officers, officials, employees, agents or volunteers shall be excess of the Licensee's insurance and shall not contribute with Licensee's insurance.
- (c) The Licensee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY COVERAGE. The insurer shall agree to waive all its rights of subrogation against the SMCTC and SMCTC's officers, officials, employees, agents and volunteers, which might arise by reason of payment under such policy in connection with the activities of the Licensee.

(3) ALL COVERAGES. The Licensee shall maintain all insurance coverages in place at all times and provide the SMCTC with evidence of each policy's renewal ten (10) days in advance of its anniversary date. Each insurance policy shall be endorsed to state that coverage shall not be canceled by either party except after thirty (30) days' written notice for cancellation or sixty (60) days' written notice for non-renewal has been given to SMCTC. For non-payment of premium 10 days prior written notice of cancellation is required.

- (a) ACCEPTABILITY OF INSURERS. Insurance is to be placed with insurers with a current rating of no less than A-: VII by A.M. Best's Insurance Services. SMCTC's Risk Manager may waive or alter this requirement, or accept self-insurance in lieu of any required policy of insurance if, in the opinion of the Risk Manager, the interests of SMCTC and the general public are adequately protected.
- (b) VERIFICATION OF COVERAGE. Prior to performing any other term or condition of this Agreement Licensee shall furnish SMCTC with current certificates of insurance for the duration of this Agreement evidencing coverage required by this Agreement. Certified copies of required endorsements shall be

attached to the certificates provided. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements shall be received and, in SMCTC's sole and absolute discretion, approved by SMCTC before any act is performed by Licensee and before any funds are released by SMCTC to Licensee. SMCTC reserves the right to require complete, certified copies of all required insurance policies including endorsements, effecting coverage required by this Agreement.

- (c) **SUBCONTRACTORS.** Licensee shall be responsible for the acts and omissions of all its subcontractors and shall require all its subcontractors to maintain adequate insurance
- (d) **INSURANCE LIMITS DO NOT LIMIT LICENSEE LIABILITY.** The limits of insurance described herein shall not limit the liability of the Licensee and Licensee's agents, representatives, employees or subcontractors.
- (e) **SMCTC FUNDS MAY BE USED.** SMCTC funds may be used for purchase of any insurance required by this Agreement. Current certificates evidencing the maintenance of Licensee's insurance shall be filed with SMCTC.
- (f) **COPIES TO BE FURNISHED.** Upon written request by SMCTC, a duplicate original of each insurance policy required to be purchased or maintained hereunder and all endorsements shall be furnished to SMCTC.
- (g) **COVERAGE REVIEW AND ADEQUACY.** SMCTC retains the right at any time to review the coverage, form and amount of the insurance required herein. If, in the opinion of SMCTC's Risk Manager, the insurance provisions in these requirements do not provide adequate protection for SMCTC or the public, SMCTC may require Licensee to obtain insurance sufficient in coverage, form and amount to provide adequate protection from and against the kind and extent of risks that exist at the time a change in insurance is required.
- (h) **NOTICE OF CLAIMS.** If any claim for damages is filed with Licensee or if any lawsuit is instituted against Licensee, that arise out of or are in any way connected with Licensee's acts or omissions that in any way, directly or indirectly, contingently or otherwise, affect or might reasonably affect SMCTC, Licensee shall give prompt and timely notice thereof to SMCTC. Notice shall not be considered prompt and timely if not given within thirty (30) days following the date of receipt of a claim or ten (10) days following the date of service of process of a lawsuit.



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 4

DATE: July 19, 2017

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: **AUDITED FINANCIAL STATEMENTS AND OTHER REPORTS FOR THE FISCAL YEARS ENDED JUNE 30, 2014 AND JUNE 30, 2015**

RECOMMENDATION:

It is recommended the Board receives and files the audited financial statements and other reports for the Sacramento Metropolitan Cable Television Commission as of and for the fiscal years ended June 30, 2014 and June 30, 2015.

DISCUSSION:

The audit of the Sacramento Metropolitan Cable Television Commission (Commission) was performed by Richardson & Company, LLP for the fiscal years ended June 30, 2014 and June 30, 2015, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts.

In accordance with *Government Auditing Standards*, Richardson & Company issued the enclosed report dated February 16, 2017, of the consideration of the Commission's internal control over financial reporting and on tests of the Commission's compliance with certain provisions of laws, regulations, and contracts & grant agreements as well as other matters. All financial records and related data were made available to the auditors during the audit process.

As a result of the audit, the following recommendations were made for strengthening the Commission's internal controls and operating efficiencies:

REVIEW OF PENSION INFORMATION

Recommendation: Because of the significant pension liability that is now required to be reported on the Commission's balance sheet, there is more emphasis on review of data submitted by CalPERS, which is used as a basis for calculating net pension liability. It is recommended the Commission:

Agenda Item No. 4

Audited Financial Statements and Reports for the Fiscal Years Ended June 30, 2014 and June 20, 2015

Page 2

- Verify the census data used by CalPERS is complete and accurate for existing employees and agrees with the Commission's records;
- Ensure that pension contribution recorded by CalPERS for the years agrees with the Commission's retirement expense.

Management Response

Staff contacted CalPERS to verify the census data used for existing employees are complete and accurate, and verified pension contributions recorded by CalPERS agreed with the Commission's retirement expense in-house documentation.

SEGREGATION OF DUTIES

Recommendation: Due to the small number of Administration staff, it is difficult to have an ideal segregation of duties. However, compensating controls need to be put in place to reduce the risk of misstatement or fraud. The following areas were identified where internal controls can be improved:

- The ASO III enters all payroll information including pay rates, new employees, hours worked, etc. into the County's payroll system. It is recommended the semi-monthly payroll registers be reviewed and initialed by the Executive Director to mitigate the lack of separation of duties.

Management Response

The Executive Director is now copied on the entire semi-monthly payroll processing process, which is communicated via e-mails to the County's payroll bureau. In addition, copies of the semi-monthly final payroll registers are forwarded to the Executive Director for review and sign off.

FIXED ASSET LISTING

Recommendation: Ensure that assets no longer in service are removed from the asset list and to correct formulas on the fixed asset listing to ensure clerical accuracy; additionally, review the fixed assets book values to ensure they are properly recorded since there were fixed assets with a negative book value.

Management Response

The Executive Director and Administration staff met with the auditor in February 2017 to review the fixed assets book values and trued up the values as needed; the book values are now properly recorded as needed for all the items on the fixed assets list.

RISK ASSESSMENT PROCESS

Recommendation: Develop a risk assessment process to identify those risks within the Commission that could result in fraud or material misstatement of the financial statements, and then implement internal controls to mitigate those identified risks.

- The process should involve discussing potential risk areas and then ensure controls or processes are in place to mitigate those risks.

- The risk assessment should be performed on a periodic basis and can be incorporated into existing Board and staff meetings by adding an item to the agenda to discuss these risks.

Management Response

Management will work with Legal Counsel to develop a risk assessment process and implement internal controls to mitigate any identified risks. The process, once established, will be forwarded to the Board for review and disseminated to staff at the next staff meeting following approval.

ACCOUNTING PROCEDURES

Recommendation: Review of internal controls identified the Commission have no current formal accounting procedures. While the Commission has procedural memos that cover certain areas, these memos appear to be outdated and do not reflect current procedures. Having up-to-date accounting procedures manual will provide for efficient training of new staff, effective and timely financial reporting, and consistency within the administrative department. It is recommended the Commission:

- Develop an accounting procedures manual to ensure continuity in accounting functions;
- Included in the procedures manual and to be developed first, should be a year-end-closing checklist to ensure all accruals and closing entries required to timely and accurately close the accounting records are identified.

Management Response

The Commission follows the County's accounting procedures and practices. Staff will compile a manual of existing in-house procedures and update as needed, to include a year-end closing checklist to ensure accruals and closing entries required at the close accountings are done in a timely manner, to the extent possible, based on the County's procedures and processes at the end of each fiscal year.

Staff recommends the Board receives and files the audited financial statements and reports of the Sacramento Metropolitan Cable Television Commission as of and for the Fiscal Years Ended June 30, 2014 and June 30, 2015.

Staff will coordinate the next audit with Richardson & Company in its effort to continue the practice of conducting biennial audits covering two-year periods.

Respectfully submitted,



ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission

Enclosures:

Richardson & Company, LLP – Governance Letter
Richardson & Company, LLP – Management Letter
Audited Financial Statements and Other Reports (June 30, 2015 and 2014)



550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

MANAGEMENT LETTER

To the Board of Directors and Management
Sacramento Metropolitan Cable Television Commission
Sacramento, California

In planning and performing our audit of the financial statements of the Sacramento Metropolitan Cable Television Commission (the Commission) as of and for the years ended June 30, 2015 and 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Commission's internal control.

However, during our audit, we became aware of deficiencies in internal control other than significant deficiencies and material weaknesses and matters that are an opportunity for strengthening internal controls and operating efficiency. See paragraphs below that summarize our comments and suggestions regarding those matters. A separate report dated February 16, 2017, contains our report on significant deficiencies or material weaknesses in the Commission's internal control. This letter does not affect our report dated February 16, 2017 on the financial statements of the Commission.

Review of Pension Information

Because of the significant pension liability that is now required to be reported on the Commission's balance sheet, there is more emphasis on review of data submitted to CalPERS, which is used as a basis for calculating the net pension liability. We recommend the Commission verify the census data used by CalPERS is complete and accurate for existing employees and agrees with the Commission's records. The Commission also needs to ensure that pension contribution recorded by CalPERS for the year agrees to the Commission's retirement expense.

Segregation of Duties

Due to the small number of Administration staff, it is difficult to have an ideal segregation of duties. However, compensating controls need to be put in place to reduce the risk of misstatement or fraud. The following areas were identified where internal controls can be improved:

1. The ASO enters all payroll information including pay rates, new employees, hours worked, etc. into the payroll system. We recommend the payroll register be reviewed and initialed by the Executive Director to mitigate the lack of separation of duties. We understand the Commission has started a procedure where the Executive Director receives the payroll report, but his review needs to be documented. The Commission has now implemented the procedures whereby the executive director is initialing the payroll reports to document his review.

Fixed Asset Listing

We recommend the Commission ensure that assets no longer in service are removed from the asset list and to correct formulas on the fixed asset listing to ensure clerical accuracy. Additionally, we noted the Commission had fixed assets with a negative book value because they were overdepreciated. We suggest the Commission review the fixed assets book values to ensure they are properly recorded.

Risk Assessment Process

We recommend that the Commission develop a risk assessment process to identify those risks within the Commission that could result in fraud or material misstatement of the financial statements, and then to implement internal controls to mitigate those identified risks. This risk assessment process should involve discussing potential risk areas and then ensure controls or processes are in place to mitigate those risks. This risk assessment should be performed on a periodic basis and can be incorporated into existing Board and staff meeting by adding an item to the agenda to discuss these risks.

Accounting Procedures

Review of internal controls brought to our attention the fact that the Commission has no current formal accounting procedures. While the Commission has procedural memos that cover certain areas, these memos appear to be outdated and do not reflect current procedures. Having an up-to-date accounting procedures manual will provide for efficient training of new staff, effective and timely financial reporting and consistency within the administrative department. We recommend the Commission develop an accounting procedures manual to ensure continuity in accounting functions. Included in this procedures manual and to be developed first, should be a year-end closing checklist to ensure all accruals and closing entries required to timely and accurately close the accounting records are identified.

* * * * *

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us during the course of the audit. This report is intended solely for the information and use of the Board, management, and others within the organization and is not intended to be and should not be used by anyone other than these specific parties.

Richardson & Company, LLP

February 16, 2017



550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
Fax: (916) 564-8728

GOVERNANCE LETTER

To the Board of Directors
Sacramento Metropolitan Cable Television Commission
Sacramento, California

We have audited the financial statements of the Sacramento Metropolitan Cable Television Commission (the Commission) for the years ended June 30, 2015 and June 30, 2014 and have issued our report thereon dated February 16, 2017. Professional standards require that we provide you with the information about our responsibilities under generally accepted auditing standards and, if applicable, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards (GAAS) and *Government Auditing Standards*

As stated in our engagement letter dated May 14, 2014, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Commission. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Commission's compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involves judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further auditing procedures. Material misstatements may result from (1)

errors, (2) fraudulent financial report, (3) misappropriation of assets, of (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Internal control deficiencies identified during the audit are addressed in separate documents.

We performed the audit according to the planned scope previously communicated to you in our engagement letter dated May 14, 2014.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note A to the financial statements. The Commission adopted General Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*, which resulted in the Commission recording a restatement of beginning net position to record a pension liability and deferred outflows of resources related to the Commission's pension plan with CalPERS as of July 1, 2013 as well as a pension liability, deferred outflows of resources and deferred inflows of resources as of June 30, 2014, as discussed in Note N of the financial statements. Additional required disclosures under GASB Statement No. 68 were also added to Note G to the financial statements due to the adoption of this Statement. The application of existing policies was not changed during 2014 and 2015.

We noted no transaction entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. We noted several transactions that have been recognized in the financial statements in a different period than when the transaction occurred. However, adjustments were made during the audit to ensure transactions were recorded in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Accounting estimates are used in determining the depreciable lives and methods used for capital assets, the accrual for other post-employment benefits (OPEB), and the accrual of the unfunded pension liability. The depreciable lives and methods used for capital assets affects the amount of depreciation expense that is recorded and are based on the Commission's estimate of the useful lives of the assets. The OPEB liability is based on an actuarial valuation performed at least every three years, which is based on assumptions including future employment, retirement rates and future costs of health care and health insurance. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole. The accrual for the unfunded pension liability was determined by an actuarial valuation performed annually by CalPERS.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the postemployment benefit disclosure in Note F and the net pension liability disclosure in Note G to the financial statement.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

Adjustments included 16 in 2014 and 24 in 2015 for closing entries and audit adjustments needed to correct balances of the accounts and transactions. The nature of these adjustments consist of the following:

- Adjust capital assets to the correct balances and record depreciation.
- Reclassify capital expenditures not meeting the capitalization threshold.
- Record activity for compensated absence and post-employment benefits liabilities.
- Record prepaid expenses and accounts payable to reflect expenses in the period in which they were incurred.
- Accrue receivables for franchise and PEG fees in the period to which the revenue relates.
- Record activity for the pension deferred inflow, liability, deferred outflow and pension expense.
- Record activity for capital asset disposals.
- Accrue additional franchise and PEG fee revenue as a result of a Commission audit of AT&T.

Disagreements With Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 16, 2017.

Management Consultations With Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Finding Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Schedule of the Proportionate Share of the Net Pension Liability and Schedule of Contributions – Miscellaneous Plan (Unaudited) and the Other Postemployment Benefit (OPEB) Plan – Schedule of Funding Progress, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for

To the Board of Directors

Page 4

consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financials statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

This information is intended solely for the use of the Board of Directors and management of the Commission and is not intended to be and should not be used by anyone other than these specified parties.

Richardson & Company, LLP

February 16, 2017

**SACRAMENTO METROPOLITAN CABLE
TELEVISION COMMISSION**

Audited Financial Statements and
Other Reports

June 30, 2015 and 2014

RICHARDSON
& COMPANY LLP

CERTIFIED PUBLIC ACCOUNTANTS

**SACRAMENTO METROPOLITAN CABLE
TELEVISION COMMISSION**

Audited Financial Statements and
Other Reports

June 30, 2015 and 2014

(This page intentionally left blank.)

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

Audited Financial Statements and
Other Reports

June 30, 2015 and 2014

Independent Auditor's Report	1
Management's Discussion and Analysis.....	3

Basic Financial Statements

June 30, 2014:

Statement of Net Position and Governmental Fund Balance Sheet.....	10
Statements of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	12
General Fund Statement of Revenues and Expenditures – Budget and Actual	14
PEG Fee Fund Statement of Revenues and Expenditures – Budget and Actual.....	15

June 30, 2015:

Statement of Net Position and Governmental Fund Balance Sheet.....	16
Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	18
General Fund Statement of Revenues and Expenditures – Budget and Actual	20
PEG Fee Fund Statement of Revenues and Expenditures – Budget and Actual.....	21

Notes to the Basic Financial Statements	22
---	----

Required Supplementary Information

Schedule of the Proportionate Share of the Net Pension Liability and Schedule of Contributions – Miscellaneous Plan (Unaudited).....	39
Other Postemployment Benefit (OPEB) Plan – Schedule of Funding Progress	40

Compliance Report

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	41
--	----

(This page intentionally left blank.)



550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

To the Board of Directors
Sacramento Metropolitan Cable Television Commission
Sacramento, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Sacramento Metropolitan Cable Television Commission (the Commission) as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, which collectively comprise the Commission's financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Board of Directors
Sacramento Metropolitan Cable Television Commission

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Commission as of June 30, 2015 and 2014 and the respective changes in financial position and the budgetary comparisons for the General and PEG Funds for the years then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

Emphasis-of-Matter

As discussed in Note O to the basic financial statements, the Commissions adopted GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, during the year ended June 30, 2014. Due to the implementation of these Statements, the Commission recognized deferred outflows of resources and a pension liability for its cost-sharing pension plans as of July 1, 2013. Our opinion is not modified with respect to this matter.

Other Matters

Report on Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, Schedule of the Proportionate Share of the Net Pension Liability and Schedule of Contributions – Miscellaneous Plan and the OPEB Plan Schedule of Funding Progress be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 16, 2017 on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

Richardson & Company, LLP

February 16, 2017

Sacramento Metropolitan Cable Television Commission

Management's Discussion and Analysis

For the Fiscal Years Ending June 30, 2014 and 2015

The Sacramento Metropolitan Cable Television Commission (Commission) is a Joint Powers Agency representing seven member jurisdictions, including the County of Sacramento and the cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova, and Sacramento. The power and authority of the Commission is vested with a Board of Directors consisting of eleven Board members.

One of the purposes of the Commission is to administer State-issued cable television franchises in the County of Sacramento. The Commission collects franchise fees from cable providers, which is rent paid for the use of the public rights-of-way. In addition, Public, Education and Government (PEG) fees are collected from those cable providers to help support PEG channels starting in May 2009.

The Commission uses part of the 5% franchise fee revenues it receives to support the administration and enforcement arm of the Commission, to help fund activities and operations of four independent community Channel Licensees (Access Sacramento, Capitol Public Radio, KVIE, and the Sacramento Educational Cable Consortium), and to operate Metro Cable 14, the local government channel. The balance of the franchise fee revenue is distributed, unrestricted to the Commission's seven member jurisdictions at the end of each fiscal year.

The 1% PEG fee revenue is distributed each fiscal year to member agencies, channel licensees, and Metro Cable, to help fund capital equipment and facilities needs to support PEG channel activities. The funds cannot be used for operational expenses such as staffing.

FINANCIAL HIGHLIGHTS

Fiscal Year 2013-14

- The assets of the Commission exceeded liabilities at June 30, 2014 by \$5,445,045 (*total net position*). Of this amount, \$3,801,107 may be used to meet the ongoing obligations to customers and creditors, \$1,481,888 (*restricted net position*) must be used to pay for capital and equipment costs incurred for the provision of PEG programming, and \$162,050 was invested in capital assets.
- The Commission's total net position decreased by \$733,287 during fiscal year 2013-14 as a result of expenses exceeding revenues during fiscal year 2013-14.
- The Commission recorded a liability for its unfunded pension obligation due to implementation of Governmental Accounting Standards Board Statement No. 68 of \$670,106, which resulted in the restatement of the July 1, 2013 net position previously reported.

Fiscal Year 2014-15

- The assets of the Commission exceeded liabilities at June 30, 2015 by \$6,011,499 (*total net position*). Of this amount, \$4,417,618 (*unrestricted net position*) may be used to meet the ongoing obligations to customers and creditors, \$1,387,359 (*restricted net position*) must be used to pay for capital and equipment costs incurred for the provision of PEG programming, and \$206,522 was invested in capital assets.

Sacramento Metropolitan Cable Television Commission
Management's Discussion and Analysis
For the Fiscal Years Ending June 30, 2014 and 2015

- The Commission's total net position increased by \$566,454 during 2014-15. This increase was the result of revenues exceeding expenses during fiscal year 2014-15.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements are comprised of two components: the government-wide and fund financial statements and notes to the financial statements.

Government-wide and Fund Financial Statements are described as follow:

The *Statements of Net Position and Governmental Fund Balance Sheet* present information on all Commission's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating. The Statements also present information on the Commission's fund balances.

The *Statements of Activities and Governmental Fund Revenues, Expenses, and Changes in Fund Balances* present information showing how net position and fund balances changed during the fiscal years. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected service charges and earned but unused vacation leave).

The *Statements of Revenues and Expenditures - Budget to Actual – General Fund* provide the information on the original and final budget amounts and variances between final budget and actual results.

Notes to the Basic Financial Statements provide additional information that is essential to a full understanding of the data provided in the Commission's financial statements. The notes are included immediately following the financial statements within this report.

Sacramento Metropolitan Cable Television Commission

Management's Discussion and Analysis

For the Fiscal Years Ending June 30, 2014 and 2015

FINANCIAL ANALYSIS

As previously noted, net position may serve over time as a useful indicator of the Commission's financial position. As of June 30, 2015, net position exceeded liabilities by \$6,011,499. At June 30, 2014, net position exceeded liabilities by \$5,445,045. During the fiscal year ended June 30, 2015, net position increased by \$566,454 and during the fiscal year ended June 30, 2014, net position decreased by \$733,287, after the restatement for the implementation of GASB No. 68. A comparative analysis of government-wide data is presented in Table 1.

Table 1
Condensed Statements of Net Position
For the fiscal years ended June 30, 2013, 2014, and 2015

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Current and other assets	\$ 13,607,361	\$ 13,224,380	\$ 14,010,038
Capital assets	<u>219,190</u>	<u>162,050</u>	<u>206,522</u>
Total assets	13,826,551	13,386,430	14,216,560
Deferred outflow of resources		12,053	2,142
Current and other liabilities	6,650,246	6,950,541	7,246,062
Long-term liabilities	<u>327,867</u>	<u>820,425</u>	<u>858,730</u>
Total liabilities	6,978,113	7,770,966	8,104,792
Deferred inflow of resources		182,472	102,411
Net position			
Invested in capital assets	219,190	162,050	206,522
Restricted	2,713,124	1,481,888	1,387,359
Unrestricted	<u>3,916,124</u>	<u>3,801,107</u>	<u>4,417,618</u>
Total net position	<u>\$ 6,848,438</u>	<u>\$ 5,445,045</u>	<u>\$ 6,011,499</u>

The Commission recorded a net pension liability and related deferred outflows and inflows as of July 1, 2013 that reduced net position by \$670,106. The 2012-13 amounts were restated to reflect the implementation of GASB No. 68. In addition to recording a pension liability of \$490,432 as of June 30, 2013-14 and \$523,066 as of June 30, 2014-15, the Commission also recorded deferred outflows and inflows related to pensions.

The largest portion (69.8% and 73.48%) of the Commission's net position at June 30, 2014 and 2015 respectively represent the Commission's current resources that may be used to meet the Commission's ongoing obligations to customers and creditors.

Sacramento Metropolitan Cable Television Commission

Management's Discussion and Analysis

For the Fiscal Years Ending June 30, 2014 and 2015

The remaining amounts at June 30, 2014 and 2015 reflects its PEG fee fund that must be spent for capital and equipment costs incurred for the provision of PEG programming (27.22% and 23.08%) and investment in capital assets (2.98% and 3.44% - Equipment). The Commission uses these capital assets to provide services to customers; consequently, these assets are not available for future spending.

The increase in cash and investments from June 30, 2014 to June 30, 2015 of 4.4% is due primarily to increased payments to member agencies and channel licensees for PEG fund projects. The decrease in cash and investments from June 30, 2013 to June 30, 2014 of 6.1% is due to revenues collected exceeding expenditures paid due to lower than expected PEG funded expenditures at June 30, 2013.

The following table summarizes the changes in net position for the fiscal years ended June 30, 2013, 2014, and 2015:

Table 2
Condensed Statements of Activities
For the fiscal years ended June 30, 2013, 2014, and 2015

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Revenues:			
Franchise fees	\$ 13,042,392	\$ 13,059,033	\$ 13,974,538
PEG fees	2,606,854	2,615,317	2,800,945
Interest income	49,624	8,576	20,589
Miscellaneous	<u>9,288</u>	<u>244,593</u>	<u>11,833</u>
Total Revenues	15,708,158	15,927,519	16,807,905
Expenses:			
General Government, administration and other	<u>15,670,787</u>	<u>16,660,806</u>	<u>16,241,451</u>
Total Expenses:	<u>15,670,787</u>	<u>16,660,806</u>	<u>16,241,451</u>
Increase (decrease) in net position	37,371	(733,287)	566,454
Net position July 1	6,811,067	6,848,438	5,445,045
Prior period adjustment		<u>(670,106)</u>	
Net position July 1, restated	<u>6,811,067</u>	<u>6,178,332</u>	<u>5,445,045</u>
Net position June 30	<u>\$ 6,848,438</u>	<u>\$ 5,445,045</u>	<u>\$ 6,011,499</u>

Total revenues increased by \$880,386 in fiscal year 2014-15. Franchise and PEG fees revenues increased by 7.0% and 7.1%, respectively in fiscal year 2014-15 due to cable providers' revenue increases during fiscal year 2014-15. Total revenues increased by \$219,361 in fiscal year 2013-14. Franchise and PEG fees revenues increased by .13% and .32%, respectively in fiscal year 2013-14 due to a small increase in cable providers' revenues during fiscal year 2013-14.

Sacramento Metropolitan Cable Television Commission

Management's Discussion and Analysis

For the Fiscal Years Ending June 30, 2014 and 2015

Total expenses decreased by \$419,355 in fiscal year 2014-15 largely as a result of decreased payments of \$1,088,996 to member agencies for equipment, partially offset by increased grant expenditures of PEG funds to channel licensees of \$900,390. Total expenses increased by \$990,019 in fiscal year 2013-14 largely as a result of increases in payments to member agencies for equipment during fiscal year 2013-14.

FINANCIAL ANALYSIS OF THE FUND STATEMENTS

The Commission's fund statements provide information on inflows and outflows and balances of spendable resources. The Commission uses two funds, the General Fund and PEG Fee Fund, which are governmental fund types, to account for all financial resources.

General Fund: Used to account for all financial resources except those required or designated by the Board of Directors to be accounted for in another fund. Franchise fees are accounted for in this fund. The unassigned fund balance of the general fund at June 30, 2014 was \$4,805,860, which increased by \$561,869 from the prior year as a result of revenues exceeding expenditures. At June 30, 2015 the fund balance consisted of nonspendable fund balance of \$3,009 and unassigned fund balance of \$5,379,014. Fund balance increased by \$576,163 as a result of increased franchise fees from the channel licensees.

PEG Fee Fund: Used to account for the 1% PEG fee and related expenditures. Because these fees are to be expended for capital items, the entire fund balance is reported as restricted. The restricted fund balances at June 30, 2014 and 2015 are \$1,481,888 and \$1,384,350 respectively. The June 30, 2014 fund balance decreased by \$1,231,236 as a result of increased capital expenditures eligible for reimbursement incurred by both channel licensees and member agencies. The June 30, 2015 fund balance decreased by \$97,538 as a result of expenditures exceeding revenue.

BUDGETARY HIGHLIGHTS

Over the course of the years, the Commission revised the annual budgets based on the adjustments to revenues and expenditures. The Commission did not have significant variances between original and final budget amounts for the fiscal years ended June 30, 2014 and 2015.

The variances between final budget amounts and actual results for the fiscal years ended June 30, 2014 and 2015 are as follows:

Sacramento Metropolitan Cable Television Commission
Management's Discussion and Analysis
For the Fiscal Years Ending June 30, 2014 and 2015

Table 3
Summary of Variances Between Final Budget Amounts and Actual Results – General Fund
For the Fiscal Years Ended June 30, 2014 and 2015

	2013-14	2014-15
Variances in		
Revenue	\$ 404,306	\$ 319,054
Expenses	570,797	(946,658)
Net Changes	\$ 975,103	\$ (627,604)

Table 4
Summary of Variances Between Final Budget Amounts and Actual Results – PEG Fee Fund
For the Fiscal Years Ended June 30, 2014 and 2015

	2013-14	2014-15
Variances in		
Revenue	\$ 108,238	\$ 248,420
Expenses	634,898	(418,101)
Net Changes	\$ 743,136	\$ (169,681)

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets, net of accumulated depreciation, totaled \$162,050 at June 30, 2014 and \$206,522 at June 30, 2015. This corresponded to a decrease of \$57,140 and an increase of \$44,472 respectively during the fiscal years. The following table summarizes the changes in capital assets by fiscal year:

Table 5
Condensed Comparative Statement of Capital Assets (Net of Depreciation)
For Fiscal Years Ended June 30, 2014 and 2015

	2013-14	2014-15
Equipment	\$ 162,050	\$ 206,522

From fiscal year 2013-14 to 2014-15, Equipment has decreased by \$57,032 due to an additional year of depreciation taken. From fiscal year 2013-14 to 2014-15, Equipment has increased by \$44,472 due to \$112,072 in equipment purchases offset by depreciation of \$64,371 taken for the year during fiscal year 2014-15 and disposals of \$3,229.

Sacramento Metropolitan Cable Television Commission
Management's Discussion and Analysis
For the Fiscal Years Ending June 30, 2014 and 2015

Long-Term Debt

The Commission had no long-term debt at June 30, 2015 or 2014 aside from compensated absences, pension liability, and other post-employment benefits.

FACTORS BEARING ON THE AGENCY'S FUTURE/ECONOMIC FACTORS

The Commission's primary funding sources for ongoing operations are franchise fees and PEG fees received from cable providers. These funding sources have been steadily increasing the last few years. However, many businesses and government agencies nationwide have been experiencing reduced economic activities caused by the recession in recent years. The recovery process from the recession has been and is expected to be slow. As such, future predictions require management to plan carefully and prudently to provide the resources to meet needs over the next several years.

ADDITIONAL FINANCIAL INFORMATION

This report is designed to provide a general overview of the Commission's finances. Questions concerning the information, or requests for additional financial information should be addressed to the Executive Director of the Sacramento Metropolitan Cable Television Commission offices, located at 901 H Street, Suite 206, Sacramento, CA 95814.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET

June 30, 2014

	<u>General</u>	<u>PEG Fee</u>	<u>Total</u>
ASSETS			
Cash and investments	\$ 8,076,344	\$ 979,618	\$ 9,055,962
Interest receivable	6,655	1,921	8,576
Accounts receivable	3,442,013	717,829	4,159,842
Equipment, net of depreciation			
TOTAL ASSETS	<u>\$ 11,525,012</u>	<u>\$ 1,699,368</u>	<u>\$ 13,224,380</u>
DEFERRED OUTFLOW OF RESOURCES			
Pensions			
TOTAL DEFERRED OUTFLOW OF RESOURCES			
LIABILITIES			
Accounts payable and accrued expenses	\$ 6,719,152	\$ 217,480	\$ 6,936,632
Long-term liabilities:			
Due within one year			
Due in more than one year			
TOTAL LIABILITIES	<u>6,719,152</u>	<u>217,480</u>	<u>6,936,632</u>
DEFERRED INFLOW OF RESOURCES			
Pensions			
TOTAL DEFERRED INFLOW OF RESOURCES			
FUND BALANCES/NET POSITION			
Fund balance:			
Restricted		1,481,888	1,481,888
Unassigned	4,805,860		4,805,860
Total fund balances	<u>4,805,860</u>	<u>1,481,888</u>	<u>6,287,748</u>
TOTAL LIABILITIES, DEFERRED OUTFLOW OF RESOURCES FUND BALANCES	<u>\$ 11,525,012</u>	<u>\$ 1,699,368</u>	<u>\$ 13,224,380</u>
Net position:			
Investment in capital assets			
Restricted			
Unrestricted			
TOTAL NET POSITION			

The accompanying notes are an integral part of these financial statements.

Adjustments (Note L)	Statement of Net Position
	\$ 9,055,962
	8,576
	4,159,842
\$ 162,050	162,050
<u>162,050</u>	<u>13,386,430</u>
12,053	12,053
<u>12,053</u>	<u>12,053</u>
	6,936,632
13,909	13,909
<u>820,425</u>	<u>820,425</u>
<u>834,334</u>	<u>7,770,966</u>
<u>182,472</u>	<u>182,472</u>
<u>182,472</u>	<u>182,472</u>
(1,481,888)	
<u>(4,805,860)</u>	
<u>(6,287,748)</u>	
162,050	162,050
1,481,888	1,481,888
<u>3,801,107</u>	<u>3,801,107</u>
<u>\$ 5,445,045</u>	<u>\$ 5,445,045</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Year Ended June 30, 2014

	<u>General</u>	<u>PEG Fee</u>	<u>Total</u>
PROGRAM REVENUES			
Franchise fees	\$ 13,059,033		\$ 13,059,033
Public, educational and government fees		\$ 2,615,317	2,615,317
Miscellaneous	244,593		244,593
TOTAL REVENUES	<u>13,303,626</u>	<u>2,615,317</u>	<u>15,918,943</u>
EXPENDITURES/EXPENSES			
General government and administration	12,748,412	3,840,952	16,589,364
Capital outlay		7,522	7,522
TOTAL EXPENDITURES/EXPENSES	<u>12,748,412</u>	<u>3,848,474</u>	<u>16,596,886</u>
NET PROGRAM (EXPENSES) REVENUES	555,214	(1,233,157)	(677,943)
GENERAL REVENUES			
Interest income	6,655	1,921	8,576
TOTAL GENERAL REVENUES	<u>6,655</u>	<u>1,921</u>	<u>8,576</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	561,869	(1,231,236)	(669,367)
Fund balance/net position, beginning of year, as originally reported	4,243,991	2,713,124	6,957,115
Prior period adjustment			
Fund balance/net position, beginning of year, as restated	<u>4,243,991</u>	<u>2,713,124</u>	<u>6,957,115</u>
FUND BALANCE/NET POSITION END OF YEAR	<u>\$ 4,805,860</u>	<u>\$ 1,481,888</u>	<u>\$ 6,287,748</u>

The accompanying notes are an integral part of these financial statements.

<u>Adjustments (Note L)</u>	<u>Statement of Activities</u>
	\$ 13,059,033
	2,615,317
	244,593
	<u>15,918,943</u>
\$ 71,442	16,660,806
<u>(7,522)</u>	
63,920	<u>16,660,806</u>
(63,920)	(741,863)
	<u>8,576</u>
	8,576
(63,920)	(733,287)
(108,677)	6,848,438
<u>(670,106)</u>	<u>(670,106)</u>
(778,783)	6,178,332
<u>\$ (842,703)</u>	<u>\$ 5,445,045</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF REVENUES AND
EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended June 30, 2014

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
REVENUES				
Franchise fee	\$ 12,870,975	\$ 12,870,975	\$ 13,059,033	\$ 188,058
Interest income	20,000	20,000	6,655	(13,345)
Miscellaneous	15,000	15,000	244,593	229,593
TOTAL REVENUES	<u>12,905,975</u>	<u>12,905,975</u>	<u>13,310,281</u>	<u>404,306</u>
EXPENDITURES				
General government and administration	13,269,209	13,269,209	12,748,412	520,797
Capital outlay	50,000	50,000		50,000
TOTAL EXPENDITURES	<u>13,319,209</u>	<u>13,319,209</u>	<u>12,748,412</u>	<u>570,797</u>
NET CHANGE IN FUND BALANCE	<u>\$ (413,234)</u>	<u>\$ (413,234)</u>	<u>\$ 561,869</u>	<u>\$ 975,103</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF REVENUES AND
EXPENDITURES - BUDGET AND ACTUAL
PEG FEE FUND

For the Year Ended June 30, 2014

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
REVENUES				
Public, educational and government fees	\$ 2,500,000	\$ 2,500,000	\$ 2,615,317	\$ 115,317
Interest income	9,000	9,000	1,921	(7,079)
TOTAL REVENUES	<u>2,509,000</u>	<u>2,509,000</u>	<u>2,617,238</u>	<u>108,238</u>
EXPENDITURES				
General government and administration	4,411,669	4,411,669	3,840,952	570,717
Capital outlay	71,703	71,703	7,522	64,181
TOTAL EXPENDITURES	<u>4,483,372</u>	<u>4,483,372</u>	<u>3,848,474</u>	<u>634,898</u>
NET CHANGE IN FUND BALANCE	<u>\$ (1,974,372)</u>	<u>\$ (1,974,372)</u>	<u>\$ (1,231,236)</u>	<u>\$ 526,660</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET

June 30, 2015

	<u>General</u>	<u>PEG Fee</u>	<u>Total</u>
ASSETS			
Cash and investments	\$ 8,692,014	\$ 763,606	\$ 9,455,620
Interest receivable	18,114	2,475	20,589
Accounts receivable	3,751,120	779,700	4,530,820
Other assets	3,009		3,009
Equipment, net of depreciation			
TOTAL ASSETS	<u>\$ 12,464,257</u>	<u>\$ 1,545,781</u>	<u>\$ 14,010,038</u>
DEFERRED OUTFLOW OF RESOURCES			
Pensions			
TOTAL DEFERRED OUTFLOW OF RESOURCES	<u> </u>	<u> </u>	<u> </u>
LIABILITIES			
Accounts payable and accrued expenses	\$ 7,082,234	\$ 161,431	\$ 7,243,665
Long-term liabilities:			
Due within one year			
Due in more than one year			
TOTAL LIABILITIES	<u>7,082,234</u>	<u>161,431</u>	<u>7,243,665</u>
DEFERRED INFLOW OF RESOURCES			
Pensions			
TOTAL DEFERRED INFLOW OF RESOURCES	<u> </u>	<u> </u>	<u> </u>
FUND BALANCES/NET POSITION			
Fund balance:			
Nonspendable	3,009		3,009
Restricted		1,384,350	1,384,350
Unassigned	5,379,014		5,379,014
Total fund balances	<u>5,382,023</u>	<u>1,384,350</u>	<u>6,766,373</u>
TOTAL LIABILITIES, DEFERRED OUTFLOW OF RESOURCES FUND BALANCES	<u>\$ 12,464,257</u>	<u>\$ 1,545,781</u>	<u>\$ 14,010,038</u>
Net position:			
Investment in capital assets			
Restricted			
Unrestricted			
TOTAL NET POSITION			

The accompanying notes are an integral part of these financial statements.

Adjustments (Note L)	Statement of Net Position
	\$ 9,455,620
	20,589
	4,530,820
	3,009
\$ 206,522	<u>206,522</u>
<u>206,522</u>	<u>14,216,560</u>
2,142	2,142
<u>2,142</u>	<u>2,142</u>
	7,243,665
2,397	2,397
<u>858,730</u>	<u>858,730</u>
<u>861,127</u>	<u>8,104,792</u>
<u>102,411</u>	<u>102,411</u>
<u>102,411</u>	<u>102,411</u>
(3,009)	
(1,384,350)	
<u>(5,379,014)</u>	
<u>(6,766,373)</u>	
206,522	206,522
1,387,359	1,387,359
<u>4,417,618</u>	<u>4,417,618</u>
<u>\$ 6,011,499</u>	<u>\$ 6,011,499</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Year Ended June 30, 2015

	General	PEG Fee	Total
PROGRAM REVENUES			
Franchise fees	\$ 13,974,538		\$ 13,974,538
Public, educational and government fees		\$ 2,800,945	2,800,945
Miscellaneous	11,833		11,833
TOTAL REVENUES	13,986,371	2,800,945	16,787,316
EXPENDITURES/EXPENSES			
General government and administration	13,428,322	2,788,886	16,217,208
Capital outlay		112,072	112,072
TOTAL EXPENDITURES/EXPENSES	13,428,322	2,900,958	16,329,280
NET PROGRAM REVENUES	558,049	(100,013)	458,036
GENERAL REVENUES			
Interest income	18,114	2,475	20,589
Loss on disposal of assets			
TOTAL GENERAL REVENUES	18,114	2,475	20,589
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	576,163	(97,538)	478,625
Fund balance/net position, beginning of year	4,805,860	1,481,888	6,287,748
FUND BALANCE/ NET POSITION END OF YEAR	\$ 5,382,023	\$ 1,384,350	\$ 6,766,373

The accompanying notes are an integral part of these financial statements.

<u>Adjustments (Note L)</u>	<u>Statement of Activities</u>
	\$ 13,974,538
	2,800,945
	11,833
	<u>16,787,316</u>
\$ 21,014	16,238,222
<u>(112,072)</u>	
<u>(91,058)</u>	<u>16,238,222</u>
91,058	549,094
	20,589
<u>(3,229)</u>	<u>(3,229)</u>
<u>(3,229)</u>	17,360
91,058	566,454
<u>(842,703)</u>	<u>5,445,045</u>
<u>\$ (751,645)</u>	<u>\$ 6,011,499</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF REVENUES AND
EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended June 30, 2015

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
REVENUES				
Franchise fee	\$ 13,665,431	\$ 13,665,431	\$ 13,974,538	\$ 309,107
Interest income	10,000	10,000	18,114	8,114
Miscellaneous	10,000	10,000	11,833	1,833
TOTAL REVENUES	<u>13,685,431</u>	<u>13,685,431</u>	<u>14,004,485</u>	<u>319,054</u>
EXPENDITURES				
General government and administration	14,309,980	14,309,980	13,428,322	(881,658)
Capital outlay	65,000	65,000		(65,000)
TOTAL EXPENDITURES	<u>14,374,980</u>	<u>14,374,980</u>	<u>13,428,322</u>	<u>(946,658)</u>
NET CHANGE IN FUND BALANCE	<u>\$ (689,549)</u>	<u>\$ (689,549)</u>	<u>\$ 576,163</u>	<u>\$ (627,604)</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

STATEMENT OF REVENUES AND
EXPENDITURES - BUDGET AND ACTUAL
PEG FUND

For the Year Ended June 30, 2015

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
REVENUES				
Public, educational and government fees	\$ 2,550,000	\$ 2,550,000	\$ 2,800,945	\$ 250,945
Interest income	5,000	5,000	2,475	(2,525)
TOTAL REVENUES	<u>2,555,000</u>	<u>2,555,000</u>	<u>2,803,420</u>	<u>248,420</u>
EXPENDITURES				
General government and administration	3,110,686	3,110,686	2,788,886	(321,800)
Capital outlay	208,373	208,373	112,072	(96,301)
TOTAL EXPENDITURES	<u>3,319,059</u>	<u>3,319,059</u>	<u>2,900,958</u>	<u>(418,101)</u>
NET CHANGE IN FUND BALANCE	<u>\$ (764,059)</u>	<u>\$ (764,059)</u>	<u>\$ (97,538)</u>	<u>\$ (169,681)</u>

The accompanying notes are an integral part of these financial statements.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2014 and 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Sacramento Metropolitan Cable Television Commission (the Commission) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The most significant accounting policies of the Commission are described below.

Background: The Commission was organized through a Joint Powers Agreement (JPA) beginning in October 1982 under chapter 5.50 of Title 5 of the Sacramento County Code. The purpose of the Commission includes administering the franchising and licensing of cable television services within the Sacramento community. The County of Sacramento and the cities of Sacramento, Galt, Folsom, Elk Grove, Rancho Cordova, and Citrus Heights are members of the Commission.

The power and authority of the Commission is vested with a Board of Directors consisting of eleven Board members. The Commission's Board of Directors is comprised of 5 members from the County Board of Supervisors: 3 members of the Sacramento City Council, 1 member of the Citrus Heights City Council, 1 member of the Elk Grove City Council and 1 member appointed to represent Rancho Cordova, Folsom and Galt.

One of the purposes of the Commission is to administer State-issued cable television franchises in the County of Sacramento. The Commission collects franchise fees from cable providers, which is rent paid for the use of the public rights-of-way. The Commission uses part of the 5% franchise fee revenues it receives to support the administration and enforcement arm of the Commission, to help fund activities and operations of four independent community Channel Licensees (Access Sacramento, Capitol Public Radio, KVIE, and the Sacramento Education Cable Consortium), and to operate Metro Cable 14, the local government channel. The balance of the franchise fee revenue is distributed to the Commission's seven member jurisdictions at the end of each fiscal year.

Digital Infrastructure and Video Act of 2006 (DIVCA) allowed local entities including joint power agencies to impose a fee up to 3% to support Public, Educational and Governmental (PEG) channel facilities. On February 5, 2009 the Commission's board adopted resolution number 09.001 to implement a 1% PEG fee collection.

The use of PEG fees is restricted to pay for capital and equipment costs incurred for the provision of public, educational and government programming on the cable systems and for the institutional network that is also part of the cable system and such other expenditures as the Commission may determine proper under state and federal law. The 1% PEG fee revenue is distributed each fiscal year to member agencies, channel licensees, and Metro Cable, to help fund capital equipment and facility needs to support PEG channel activities. The funds cannot be used for operational expenses such as staffing.

The Commission's reporting entity includes all financial activities under control of its Board of Directors. Control was determined on the basis of budget adoption and continuing oversight responsibilities.

Basis of Presentation – Government-wide Financial Statements: The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the activities of the Commission. The effect of interfund activity has been removed from these statements. The Commission has only governmental activities, which are supported primarily by franchise fees and PEG fees.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Franchise fees and PEG fees are recognized as revenues in the year in which the fee relates.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first, then unrestricted resources as they are needed.

Basis of Presentation – Fund Financial Statements: Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers all revenues to be available if they are collected within 90 days of the end of the current fiscal period. Franchise fees and PEG fees and investment earnings associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Payable balances consist primarily of payables to member agencies.

Fund Accounting: The accounts of the Commission are organized on the basis of funds. A fund is a separate accounting unit with a self-balancing set of accounts. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Commission resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent. The Commission's funds are as follows:

General Fund: Used to account for all financial resources except those required or designated by the Board of Directors to be accounted for in another fund. Franchise fees are accounted for in this fund.

PEG Fee Fund: Used to account for the 1% PEG fee and related expenditures. Because these fees are to be expended for capital items, the entire fund balance is reported as restricted.

Capital Assets: Capital assets for governmental fund types are not capitalized in the funds used to acquire or construct them. Capital acquisitions are reflected as expenditures in the governmental fund, and the related assets are reported in the government-wide financial statements. Capital assets are recorded at historical cost. Donated assets are valued at estimated fair value on the date received. Equipment is depreciated using the straight-line method over 5 years with 10% residual value for certain items.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Maintenance and repairs are charged to operations when incurred. It is the Commission's policy to capitalize all capital assets with a cost of more than \$5,000 and a useful life of more than one year. Costs of assets sold or retired (and the related amounts of accumulated depreciation) are eliminated in the year of sale or retirement, and the resulting gain or loss is recognized in operations. In governmental funds, the sale of general capital assets is included in the statement of revenues, expenditures and changes in fund balance as proceeds from sale.

Compensated Absences: Regular, full-time Commission employees are granted vacation and sick leave in varying amounts based upon length of service. Any accrued hours, not in excess of the maximum allowable, which are unused during the current period, are carried forward to following years. Additionally, certain employees are allowed compensated time-off (CTO) in lieu of overtime compensation and/or for working on holidays. Unused CTO is paid out every year in January. Any sick leave hours not used during the period are carried forward to future years, with no limit to the number of hours that can be accumulated. The Commission pays 1/3 of accumulated sick leave to employees upon termination with a minimum two years of service.

The General Fund records expenditures for compensated absences as they are taken by employees. Each year's budget includes a provision for the estimated expenditure for the current year. Compensated absences are accrued in the government-wide financial statements when earned. A liability for compensated absences is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements and is currently payable. Each year's budget includes a provision for the estimated expenditure for the current year.

Fund Equity: In the fund financial statements, governmental funds report fund balances in the following categories:

Nonspendable Fund Balance – Fund balance should be reported as nonspendable when amounts cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact. Nonspendable balances are not expected to be converted to cash within the next operating cycle, which comprise prepaid items and other assets.

Restricted Fund Balance – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – Fund balances should be reported as committed when the amounts can only be used for specific purposes determined by formal action of the Commission's highest level of decision-making authority (resolution by the Board of Directors). These amounts cannot be used for any other purpose unless the Commission's Board of Directors modifies or removes the fund balance commitment.

Assigned Fund Balance – Fund balance should be reported as assigned when the amounts are constrained by the Commission's intent to be used for specific purposes, but are neither restricted nor committed. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Unassigned Fund Balance – Unassigned fund balance is the residual classification for the Commission's General Fund that includes amounts not contained in the other classification.

Net Position: The government-wide financial statements report net position. The following are the three categories:

Investment in Capital Assets – This category groups all capital assets into one component of net position. Accumulated depreciation reduces the balance in this category.

Restricted Net Assets – This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Assets – This category represents net position of the Commission not restricted for any project or other purpose.

Fund Balance Policy: When expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) fund balances are available, restricted amounts would be reduced first. When expenditures are incurred for purposes for which committed, assigned, or unassigned fund balances are available, committed amounts would be reduced first, followed by assigned amounts, and then unassigned amounts.

The Board of Directors is the highest level of authority. It establishes, modifies, or rescinds fund balance commitments and assignments by the passage of a resolution and approval of the detailed implementation plan. The action to commit funds must occur prior to fiscal year-end, to report such commitments in the balance sheet of the respective period, even though the amount may be determined subsequent to fiscal year-end. A commitment can only be modified or removed by the same formal action. When it is appropriate for fund balance to be assigned, the Commission delegates the responsibility to assign funds to the Executive Director or his/her designee. Assignments may occur subsequent to fiscal year-end.

The Commission has set aside \$429,062 as of June 30, 2014 and \$529,062 as of June 30, 2015 for general reserves to be used for unanticipated expenditures and to offset revenue shortfalls during the fiscal years. The reserve was authorized by the Commission's Board of Directors through board resolution. For the purpose of reporting fund balance, this amount is reported as unassigned in the General Fund.

Reclassifications: Certain accounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements.

Budgetary Principles: As required by the Agreement of Formation of the Commission, the Commission's Board of Directors adopts a preliminary budget prior to July 1st and a final budget prior to September 1st of each fiscal year. Until the adoption of the final balanced budget, operations are governed by the adopted proposed budget approved by the Board. Public hearings are conducted on the proposed final budget to review all appropriations and the sources of financing.

Operating budgets are adopted for the General Fund on the modified accrual basis of accounting except as explained below. Budgetary control and the legal level of control are at the object level which classifies expenditures by type of goods purchased and services obtained. The *Statement of Revenues and Expenditures - Budget to Actual* presents revenues at the source level and expenditures at the function level.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

New Pronouncements: In June 2015, the GASB issued Statement No. 75, “Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)”, replaces the requirements of GASB Statement No. 45 and requires governments that are responsible only for OPEB liabilities related to their own employees and that provide OPEB through a defined benefit OPEB plan administered through a trust that meets specified criteria to report a net OPEB liability, which is the difference between the total OPEB liability and assets accumulated in the trust and restricted to making benefit payments, on the face of the financial statements. Governments that participate in a cost-sharing OPEB plan that is administered through a trust that meets the specified criteria will report a liability equal to their proportionate share of the collective OPEB liability for all entities participating in the cost-sharing plan. Governments that do not provide OPEB through a trust that meets specified criteria will report the total OPEB liability related to their employees. This Statement also requires governments to present more extensive note disclosures and required supplementary information about their OPEB liabilities. This Statement is effective beginning the year ended June 30, 2018.

In December 2015, the GASB issued Statement No.79, Certain External Investment Pools and Pool Participants. This Statement establishes criteria allowing investment pools meeting certain maturity, quality, diversification and other criteria to measure its investments at amortized cost for financial reporting purposes rather than at fair value and allowing the pool’s users to measure their investment in the pool at amortized cost. This Statement is effective for periods beginning after June 15, 2015 with some provisions effective for periods beginning after December 15, 2015.

In March 2016, the GASB issued Statement No. 82, Pension Issues, an Amendment of GASB Statements No. 67, No. 68, and No. 73. This Statement clarifies certain accounting and reporting issues related to pension plans, including the presentation of payroll related measures in required supplementary information, clarifies the use of the term deviation for the selection of assumptions, and clarifies the classification of employer-paid member contributions and the period in which they should be recognized. The requirements of this Statement are effective for periods beginning after June 15, 2015, and should be applied retroactively.

The Commission is currently analyzing the impact of the required implementation of these new statements.

NOTE B – CASH AND CASH EQUIVALENTS

Investment policy: California statutes authorize special districts to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 – Financial Affairs. The Commission does not have its own investment policy that addresses its interest rate risk, credit risk and concentration of credit risk, but uses the County’s policy.

Investment in the County of Sacramento’s Investment Pool: The Commission maintains its cash in Sacramento County’s cash and investment pool, which is managed by the Sacramento County Treasurer. The amount invested by all public agencies in Sacramento County’s cash and investment pool is \$2,482,277,534 and \$3,003,364,715 at June 30, 2014 and 2015, respectively. Sacramento County does not invest in any derivative financial products. The Sacramento County Treasury Investment Oversight Committee (Committee) has oversight responsibility for Sacramento County’s cash and investment pool. The Committee consists of ten members as designated by State law. The value of pool shares in

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE B – CASH AND CASH EQUIVALENTS (Continued)

Sacramento County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the Commission's position in the pool. Investments held in the County's investment pool are available on demand to the Commission and are stated at cost, which approximates fair value.

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As of June 30, 2014 and 2015, the weighted average maturity of the investments contained in the County's investment pool was approximately 293 days and 262 days, respectively.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating issued by a nationally recognized statistical rating organization. The County's investment pool does not have a rating provided by a nationally recognized statistical rating organization.

Custodial Credit Risk: Custodial risk is the risk that the government will not be able to recover its deposits or the value of its investments that are in the possession of an outside party. Custodial credit risk does not apply to a local government's indirect deposits or investment in securities through the use of government investment pools (such as the County's investment pool).

NOTE C – CAPITAL ASSETS

Capital asset activity for the years ended June 30, 2014 and 2015 was as follows:

	Balance June 30, 2013	Additions	Transfers	Disposals	Balance June 30, 2014
Capital assets, being depreciated:					
Equipment	\$ 620,347	\$ 7,522			\$ 627,869
Total capital assets, being depreciated	<u>620,347</u>	<u>7,522</u>		-	<u>627,869</u>
Less accumulated depreciation for:					
Equipment	(401,157)	(64,662)			(465,819)
Total accumulated depreciation	<u>(401,157)</u>	<u>(64,662)</u>		-	<u>(465,819)</u>
Total capital assets for governmental activities	<u>\$ 219,190</u>	<u>\$ (57,140)</u>	\$ -	\$ -	<u>\$ 162,050</u>
	Balance June 30, 2014	Additions	Transfers	Disposals	Balance June 30, 2015
Capital assets, being depreciated:					
Equipment	\$ 627,869	\$ 112,072		\$ (42,508)	\$ 697,433
Total capital assets, being depreciated	<u>627,869</u>	<u>112,072</u>		<u>(42,508)</u>	<u>697,433</u>
Less accumulated depreciation for:					
Equipment	(465,819)	(64,371)		39,279	(490,911)
Total accumulated depreciation	<u>(465,819)</u>	<u>(64,371)</u>		<u>39,279</u>	<u>(490,911)</u>
Total capital assets for governmental activities	<u>\$ 162,050</u>	<u>\$ 47,701</u>	\$ -	<u>\$ (3,229)</u>	<u>\$ 206,522</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE D – LONG-TERM LIABILITIES

The following is a summary of long-term liabilities activity of the Commission for the years ended June 30, 2014 and 2015:

	Restated Balance June 30, 2013	Additions	Repayments	Balance June 30, 2014	Due Within One Year
Compensated absences	\$ 47,025	\$ 54,700	\$ (36,723)	\$ 65,002	\$ 13,909
Other post-employment benefits	280,842	94,075	(96,017)	278,900	
Net pension liability	670,106		(179,674)	490,432	
	<u>\$ 997,973</u>	<u>\$ 148,775</u>	<u>\$ (312,414)</u>	<u>\$ 834,334</u>	<u>\$ 13,909</u>
	Balance June 30, 2014	Additions	Repayments	Balance June 30, 2015	Due Within One Year
Compensated absences	\$ 65,002	\$ 33,322	\$ (39,746)	\$ 58,578	\$ 2,397
Other post-employment benefits	278,900	96,621	(96,038)	279,483	
Net pension liability	490,432	32,634		523,066	
	<u>\$ 834,334</u>	<u>\$ 162,577</u>	<u>\$ (135,784)</u>	<u>\$ 861,127</u>	<u>\$ 2,397</u>

NOTE E – OPERATING LEASES

In October 2012, the Commission entered into a new five-year lease agreement for office space commencing on November 1, 2012. The monthly rental payments are \$2,340 through the term of the lease.

Future minimum non-cancelable operating lease payments are as follows:

<u>Year ending June 30:</u>	<u>Amount</u>
2016	\$ 28,080
2017	9,360
Total	<u>\$ 37,440</u>

NOTE F – OTHER POST-EMPLOYMENT BENEFITS

Plan Description: The Commission provides medical coverage through CalPERS to eligible retirees and their dependents. The Commission contributes 100% of the premium for the employee and his or her dependents up to, but not exceeding, 80% of the Kaiser (pre-Medicare) family premium rate in the Sacramento region. This provides a maximum monthly subsidy of \$1,418 per month in 2014, which has decreased to \$1,375 per month in 2015.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE F – OTHER POST-EMPLOYMENT BENEFITS (Continued)

Funding Policy: On June 6, 2013, the Commission entered into an agreement to contribute to the California Employer’s Retiree Benefit Trust (CERBT) Fund, an irrevocable trust established to fund OPEB. CERBT is administrated by CALPERS, and is managed by an appointed board not under the control of the Commission. This trust is not considered a component unit by the Commission and has been excluded from these financial statements. The CERBT issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained from the California Public Employee’s Retirement System, CERBT, P.O. Box 942703, Sacramento, CA 94229-2703.

The contribution requirements of the Commission’s participants and the Commission are established by, and may be amended by the Commission pursuant to agreements with employees. The Commission contributed \$37,795 and \$35,519 during the years ended June 30, 2014 and 2015, respectively, on a pay-as-you-go basis for current benefit payments. The Commission also contributed to the OPEB trust \$58,222 and \$60,519 during the years ended June 30, 2014 and 2015, respectively, on a prefunding basis. Retired plan members and their beneficiaries pay the annual premium cost not paid by the employer.

Annual OPEB Cost and Net OPEB Obligation: The Commission’s annual other post-employment benefit cost (expense) is calculated based on the annual required contribution (ARC) of the employer. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years.

The following table shows the components of the Commission’s annual OPEB cost for the years ended June 30, 2014 and 2015, the amount actually contributed to the Plan, and changes in the Commission’s Net OPEB obligation:

	2014	2015
Annual required contribution	\$ 91,832	\$ 94,816
Interest on net OPEB obligation	19,715	19,579
Adjustment to annual required contribution	(17,472)	(17,774)
Annual OPEB cost (expense)	94,075	96,621
Prefund OPEB	(58,222)	(60,519)
Contributions made (premium payments made)	(37,795)	(35,519)
Change in net OPEB obligation	(1,942)	583
Net OPEB obligation, beginning of year	280,842	278,900
Net OPEB obligation, end of year	<u>\$ 278,900</u>	<u>\$ 279,483</u>
Covered payroll	\$ 406,625	\$ 377,023
ARC as a percent of payroll	22.6%	25.1%

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE F – OTHER POST-EMPLOYMENT BENEFITS (Continued)

The Commission’s annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the last three fiscal years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2013	\$ 118,413	22.5%	\$ 280,842
6/30/2014	94,075	102.1%	278,900
6/30/2015	96,621	99.4%	279,483

Funded Status and Funding Progress: The funded status of the Plan as of July 1, 2015, the Plan’s most recent actuarial valuation date, was as follows:

	<u>July 1, 2015</u>
Actuarial accrued liability (AAL)	\$ 940,181
Actuarial value of Plan assets	<u>(122,318)</u>
Unfunded actuarial accrued liability (UAAL)	817,863
Funded ratio (actuarial value of Plan assets/AAL)	13.0%
Covered payroll (active Plan participants)	377,023
UAAL as a percentage of covered payroll	216.9%

Actuarial valuations of an ongoing plan involve estimates of the value of expected benefit payments and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress presents trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. Due to the relatively small size of the Commission’s employee group, differences from actuarial assumptions and actual experience are more likely to occur. These variances lead to more volatility in results from one valuation to the next.

Actuarial Methods and Assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan participants) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan participants to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

For the July 1, 2015 actuarial valuation, the Plan’s most recent actuarial valuation, the entry age normal actuarial cost method was used. The actuarial assumptions included a 6.5% discount rate, a 3.25% salary increase and a 2.75% general inflation rate. Actual premiums were used for 2014 and 2015. Premiums were assumed to increase from 6.0% in 2016, grading down to 4.5% for 2030 and thereafter. The initial UAAL was amortized as a level percentage of projected payroll over a fixed 30-year period as of July 1, 2009.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE G – PENSION PLANS

Plan Descriptions: All qualified permanent and probationary employees are eligible to participate in the District’s cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees’ Retirement System (CalPERS). The Board has the following cost-sharing Plans:

- Miscellaneous Plan
- PEPRA Miscellaneous Plan

Benefit provisions under the Plans are established by State statute and Board resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website at www.calpers.ca.gov.

Benefits Provided: CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 (52 for PEPRA Miscellaneous Plan) with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is the following: the 1957 Survivor Benefit or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

The Plans’ provisions and benefits in effect at June 30, 2014 and 2015, are summarized as follows:

	Miscellaneous Plan (Prior to January 1, 2013)	PEPRA Miscellaneous Plan (On or after January 1, 2013)
Hire date		
Benefit formula (at full retirement)	2.0% @ 55	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1.0% to 2.5%
Required employee contribution rates - 2014	7.000%	6.50%
Required employer contribution rates - 2014	12.094%	6.70%
Required employee contribution rates - 2015	7.00%	6.50%
Required employer contribution rates - 2015	12.811%	6.70%

The Miscellaneous Plan is closed to new members that are not already CalPERS eligible participants.

Contributions: Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Commission is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE G –PENSION PLANS (Continued)

For the years ended June 30, 2014 and 2015 the contributions recognized as part of pension expense for the Plans were as follows:

	<u>2014</u>	<u>2015</u>
Contributions - employer	\$ 32,918	\$ 33,426
Contributions - employee	20,343	18,694

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:
As of June 30, 2014 and 2015, the Commission reported a net pension liability for its proportionate share of the net pension liability of \$490,432 and \$523, 066, respectively.

The Commission's net pension liability is measured as the proportionate share of the net pension liability of the pool. The net pension liability as of June 30, 2014 and 2015 is measured as of June 30, 2014 and 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013 and 2014 rolled forward to June 30, 2014 and 2015 using standard update procedures. The Commission's proportion of the net pension liability was based on a projection of the Commission's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Commission's proportionate share of the net pension liability for the Plans as of June 30, 2014 and 2015 was as follows:

Proportion - June 30, 2013	0.0205%
Proportion - June 30, 2014	0.0198%
Change - Increase (Decrease)	(0.0006%)
Proportion - June 30, 2015	0.0191%
Change - Increase (Decrease)	(0.0008%)

For the years ended June 30, 2014 and 2015, the Commission recorded pension expense of \$(9,255) and \$(37,516), respectively. At June 30, 2014 and 2015, the Commission reported deferred outflows of resources and deferred inflows of resources related to the Plan from the following sources:

	<u>June 30, 2014</u>		<u>June 30, 2015</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between actual and expected experience			\$ 2,142	
Changes in assumptions				\$ (20,268)
Net differences between projected and actual earnings on plan investments		\$ (164,808)		(71,656)
Adjustment due to differences in proportions	\$ 12,053			(5,282)
Difference between actual vs. allocated contributions		(17,664)		(5,205)
Total	<u>\$ 12,053</u>	<u>\$ (182,472)</u>	<u>\$ 2,142</u>	<u>\$ (102,411)</u>

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE G –PENSION PLANS (Continued)

The net deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year Ended	
June 30	
2016	\$ (40,686)
2017	(39,424)
2018	(33,146)
2019	<u>12,987</u>
	<u>\$ (100,269)</u>

Actuarial Assumptions: The total pension liabilities in the actuarial valuations for the Plan were determined using the following actuarial assumptions:

	June 30, 2015	June 30, 2014
Valuation Date	June 30, 2014	June 30, 2013
Measurement Date	June 30, 2015	June 30, 2014
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	7.65%	7.50%
Inflation	2.75%	2.75%
Payroll Growth	3.0%	3.0%
Projected Salary Increase	3.3% - 14.2% (1)	3.3% - 14.2% (1)
Mortality	Derived using CalPERS Membership Data for all Funds	Derived using CalPERS Membership Data for all Funds

(1) Depending on entry age and service

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2014 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2015 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can be found on the CalPERS website.

Discount Rate: The discount rate used to measure the total pension liability was 7.50% for the year ended June 30, 2014 and 7.65% for the year ended June 30, 2015. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rates of 7.50 and 7.65 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE G –PENSION PLANS (Continued)

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50 percent investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65 percent. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class for each of the Plans. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	2015			2014		
	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)	New Strategic Allocation	Real Return Years 1 - 10(a)	Real Return Years 11+(b)
Global Equity	51.0%	5.25%	5.71%	47.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%	6.0%	0.45%	3.36%
Private Equity	10.0%	6.83%	6.95%	12.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%	11.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%	3.0%	4.50%	5.09%
Liquidity	2.0%	(0.55)%	(1.05)%	2.0%	(0.55)%	(1.05)%
Total	100.0%			100.0%		

(a) An expected inflation of 2.5% used for this period.

(b) An expected inflation of 3.0% used for this period.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE G –PENSION PLANS (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following presents the Commission’s proportionate share of the net pension liability for the Plans, calculated using the discount rate for the Plans, as well as what the Commission’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate at June 30, 2014 and 2015:

	2014	2015
1% Decrease	6.5%	6.65%
Net Pension Liability	\$ 873,798	\$ 877,218
Current Discount Rate	7.5%	7.65%
Net Pension Liability	\$ 490,432	\$ 523,066
1% Increase	8.5%	8.65%
Net Pension Liability	\$ 172,274	\$ 230,672

Pension Plan Fiduciary Net Position: Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE H – INSURANCE

The Commission is a member of the Golden State Risk Management Authority (GSRMA). The GSRMA is a risk-pooling self-insurance authority, created under the provisions of the California Government Code Sections 6500 et. seq. The purpose of the GSRMA is to provide a full risk management program for California local governments. GSRMA provides insurance through the pool up to a certain level, beyond which group purchased commercial excess insurance is obtained.

The Commission pays an annual premium to GSRMA for general liability, property, management liability and workers compensation insurance coverage. The Commission’s annual premium is based on its pro-rata share of charges for the pooled risk, claims adjusting and legal costs, and administrative and other costs to operate the GSRMA.

The Commission’s deductible and coverage are as follows:

Coverage	Commercial	GSRMA	Deductible
General liability/Automobile	\$1,000,000	\$250,000	None
Crime	10,000,000	25,000	\$2,500
Workers compensation	Statutory	300,000	None
Property	25,000,000	5,000 to 25,000	250 to 25,000

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE I – COMMISSION SUNSET PROVISION

The Commission is formed by executing an Agreement with member agencies. Current member agencies include the County of Sacramento and the cities of Sacramento, Folsom, Galt, Citrus Heights, Rancho Cordova and Elk Grove.

Under Chapter 5.50.112, sub-part No. 9 of Sacramento County Code entitled “Agreement of Formation,” the Agreement shall terminate and the Commission shall be deemed dissolved on December 31, 2024. However, the Commission may make a recommendation to the member agencies regarding the continuation or early dissolution prior to December 31, 2024.

NOTE J – REVENUE DISTRIBUTIONS TO MEMBER AGENCIES

Under Sacramento County Code, Section 5.50.112, sub-part No. 6 and the Commission’s by-law, the Commission is required to distribute no less than 20% of franchise fees revenues received to its member agencies no later than the first day of October of each year. The Commission pays the franchise fees revenues to its member agencies in the same proportion as the ratios which the population of the unincorporated area of the County and incorporated area of the cities bear to the total population of the Sacramento community, as disclosed by the Federal Decennial Census. Distributions made to the member agencies for fiscal years 2013-14 and 2014-15 equaled \$10,604,922 and \$11,505,312, respectively.

NOTE K – COMMITMENTS AND CONTINGENCIES

Channel Licensees Annual Funding & Performance Agreements: The Commission has on-going agreements with four independent community channel licensees including Access Sacramento, Capital Public Radio, KVIE, and Sacramento Educational Cable Consortium to provide funding for their operations and capital facilities expenditures. Payments made to these grantees for fiscal years 2013-14 and 2014-15 equaled \$817,216 and \$888,559, respectively.

The Commission is not obligated to pay the amount agreed on to channel licensee unless the Commission receives sufficient franchise and/or license and/or PEG fees to make such payment. In the event the Commission receives some, but not all, of the fees necessary to fund all funding agreements, each licensee shall receive its pro rata share of the available funds based on the percentage each individual licensee's approved dollar amount under its funding agreement bears to the total dollar amount of all funding agreements.

BESTNet Network Phase III Construction: The Commission Board approved the First Addendum to the BESTNet Network Phase II Construction and Maintenance Agreement at their March 3, 2011 meeting, to provide connection of the identified elementary school sites (Phase III) to the network. The First Addendum is to provide up to a total of \$3 million for BESTNet Network Phase III over a five-year period (fiscal years 2011-12 through 2015-16), to be funded out of the PEG Fee Fund budget.

Through the first four years of the Phase III Agreement, 169 elementary schools have been connected with \$2.4 million in costs incurred to date. The remaining amount of the Agreement is \$600,000 with 63 schools remaining to be connected for a total of \$1.95 million. A purchase order has been issued in fiscal year 2015/16 for the remaining \$600,000 for 24 schools. The Commission Board is working with Comcast on a funding solution for the remaining 39 schools.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE L – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Amounts reported for governmental activities in the governmental funds balance sheet are being adjusted to arrive at the statement of net assets. The adjustments as of June 30, 2014 and 2015 are as follows:

	<u>2014</u>	<u>2015</u>
Fund Balance - Total Governmental Funds	\$ 6,287,748	\$ 6,766,373

When capital assets that are to be used in governmental activities are purchased or constructed, the costs of those assets are reported as expenditures in governmental funds. However, the statement of net position includes those capital assets among the assets of the Commission as a whole.

Cost of capital assets	627,869	697,433
Accumulated depreciation	(465,819)	(490,911)

Certain pension adjustments due to differences in proportions are reported as deferred outflows of resources on the statement of net position.	12,053	2,142
--	--------	-------

Long-term liabilities applicable to the Commission's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net assets.

Compensated absences	(65,002)	(58,578)
Liability for other post-employment benefits	(278,900)	(279,483)
Pension liability	(490,432)	(523,066)

Employee pension differences to be recognized in the futures as pension expense are reported as deferred inflows of resources on the statement of net position.	<u>(182,472)</u>	<u>(102,411)</u>
---	------------------	------------------

NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 5,445,045</u>	<u>\$ 6,011,499</u>
---	---------------------	---------------------

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2014 and 2015

NOTE L – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS
(Continued)

Amounts reported for governmental activities in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance are adjusted to arrive at the Statement of Activities for Government-wide presentation. The adjustments for the fiscal years ended June 30, 2014 and 2015 are as follows:

	<u>2014</u>	<u>2015</u>
Net Change in Fund Balance - Total Governmental Funds	\$ (669,367)	\$ 478,625
Governmental funds report capital outlay as expenditures. However, in the Government-wide Statement of Activities the cost of those assets when completed is allocated over their estimated useful lives as depreciation expense.		
Cost of assets capitalized	7,522	112,072
Depreciation expense	(64,662)	(64,371)
In the Government-wide Statement of Activities, only the gain or (loss) on the sale of capital assets is reported, whereas in the governmental funds, proceeds from sales increase financial resources.		
Loss on disposal of assets		(3,229)
Some expenses reported in the Government-wide Statement of Activities do not require the use of current financial resources and therefore are not expenditures in the governmental funds.		
Change in compensated absences	(17,977)	6,424
Change in other post-employment benefits liability	1,942	(583)
Change in net pension liability	179,674	(32,634)
Change in deferred inflows and outflows	(170,419)	70,150
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ (733,287)</u>	<u>\$ 566,454</u>

NOTE M – CHANGE IN ACCOUNTING PRINCIPLES

During the year ended June 30, 2014, the Commission adopted GASB Statement No. 68, Accounting and Financial Reporting for Pensions, and GASB Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68. These Statements required the Commission to recognize in its accrual basis financial statements the proportional share of the net pension liability, deferred outflows of resources and deferred inflows of resources for the Commission's cost-sharing pension plans. Due to the implementation of these Statements, net position decreased by \$670,106 as of July 1, 2013 in the government-wide statement of net position.

REQUIRED SUPPLEMENTARY INFORMATION

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

REQUIRED SUPPLEMENTARY INFORMATION

For the Year Ended June 30, 2015

**SCHEDULE OF THE PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY - MISCELLANEOUS PLAN (UNAUDITED)**

Last 10 Years

	<u>June 30, 2015</u>	<u>June 30, 2014</u>
Proportion of the net pension liability	0.0191%	0.0198%
Proportionate share of the net pension liability	\$ 523,066	\$ 490,432
Covered - employee payroll	\$ 273,759	\$ 299,923
Proportionate share of the net pension liability as a percentage of covered payroll	191.07%	163.52%
Plan fiduciary net position as a percentage of the total pension liability	82.10%	83.03%

Notes to Schedule:

Change in Benefit Terms: The figures above do not include any liability impact that may have resulted from plan changes which occurred after June 30, 2013 as they have minimal cost impact. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes).

Changes in assumptions: The June 30, 2015 Actuarial Valuation changed the discount rate from 7.5% (net of administrative expenses) to 7.65%.

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date.

SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN - MISCELLANEOUS PLAN (UNAUDITED)

Last 10 Years

	<u>June 30, 2015</u>	<u>June 30, 2014</u>
Contractually required contribution (actuarially determined)	\$ 33,426	\$ 32,918
Contributions in relation to the actuarially determined contributions	(33,426)	(32,918)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
Covered - employee payroll	\$ 273,759	\$ 299,923
Contributions as a percentage of covered - employee payroll	12.21%	10.98%

Notes to Schedule:

Valuation date:

June 30, 2013 June 30, 2012

Methods and assumptions used to determine contribution rates:

Amortization method	Entry age normal
Remaining amortization period	Level percentage of payroll, closed
Asset valuation method	14 years 15 years
Inflation	5-year smoothed market
Salary increases	2.75% 2.75%
Investment rate of return	Varies by entry age and service
	7.50%, net of pension plan investment expense, including inflation

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date.

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
 OTHER POST EMPLOYMENT BENEFITS (OPEB) – SCHEDULE OF FUNDING PROGRESS
 FOR THE YEARS ENDED JUNE 30, 2014 AND 2015

Valuation Date	Actuarial Valuation of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Coverage Payroll
7/1/2012	\$0	\$968,563	\$968,563	0.0%	\$391,020	247.7%
7/1/2013	\$0	\$795,197	\$795,197	0.0%	\$406,625	195.56%
7/1/2015	\$122,318	\$940,181	\$817,863	13.0%	\$377,023	216.93%

(This page intentionally left blank.)

COMPLIANCE REPORT



550 Howe Avenue, Suite 210
Sacramento, California 95825
Telephone: (916) 564-8727
FAX: (916) 564-8728

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Sacramento Metropolitan Cable Television Commission
Sacramento, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Sacramento Metropolitan Cable Television Commission (the Commission), as of and for the years ended 2014 and 2015, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated February 16, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

To the Board of Directors
Sacramento Metropolitan Cable Television Commission

Compliance and Other Matters

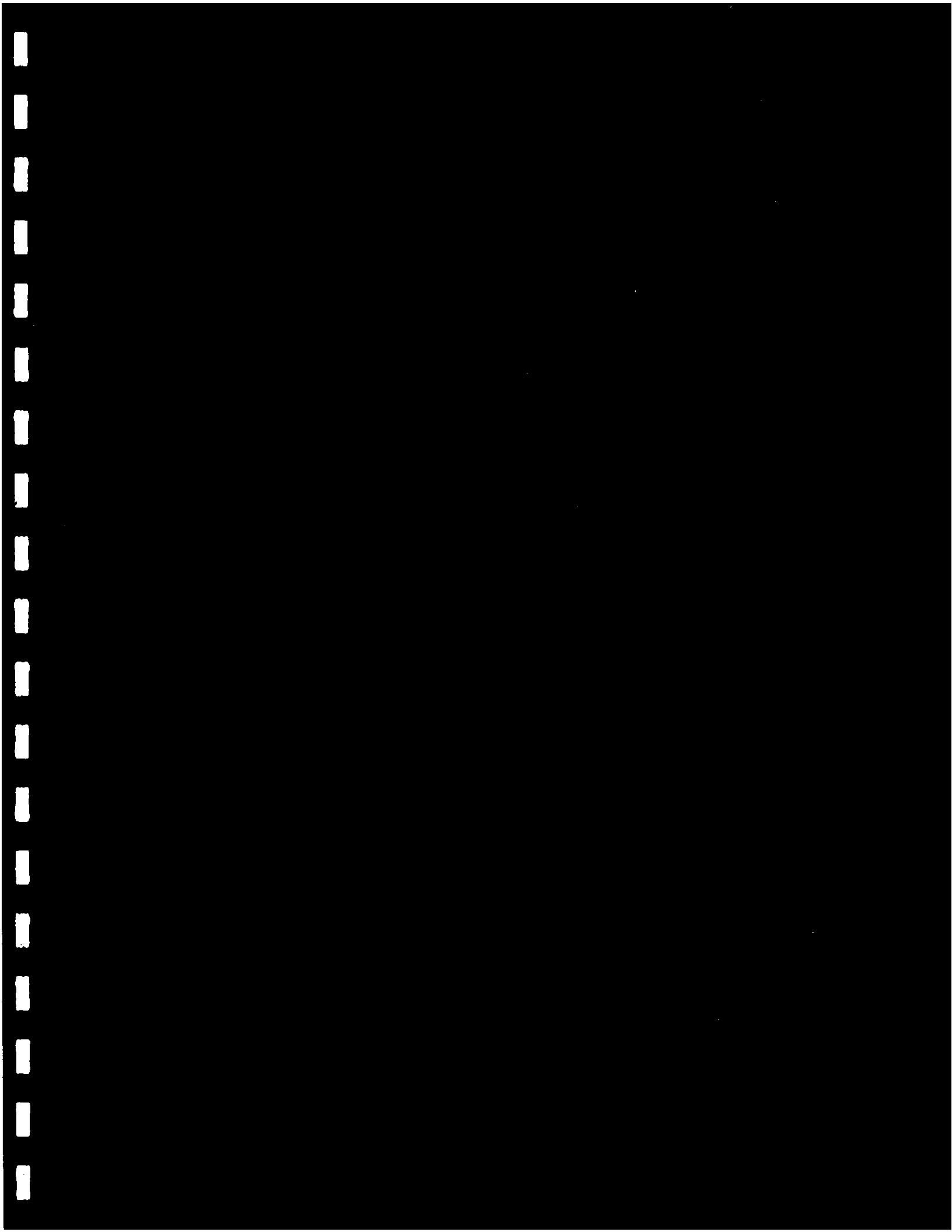
As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provision was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Richardson & Company, LLP

February 16, 2017





SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetrocable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 5

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: COUNTY OF SACRAMENTO'S CALENDAR YEAR 2017 INVESTMENT POLICY FOR THE POOLED INVESTMENT FUND

RECOMMENDATION:

It is recommended the Board receive and file the County of Sacramento's Calendar Year 2017 Investment Policy for the Pooled Investment Fund.

DISCUSSION:

Since 1987, the County of Sacramento's Director of Finance has submitted a statement of investment policy for the Pooled Investment Fund to the Board of Supervisors for consideration and adoption.

On December 6, 2016, the Board of Supervisors approved the calendar year 2017 investment policy, which has been amended to:

- reflect the current Fair Political Practices Commission dollar amount limit on gifts, honoraria, and gratuities that the Director of Finance, investment staff, and Treasury Oversight Committee members may receive in a calendar year;
- clarify that funds held in separate portfolios are not included in Total Investable Funds, adding language to allow the purchase of negotiable certificated of deposit from foreign banks in countries with sovereign rating of AAA from Standard & Poor's or Moody's; and
- update the maximum LAIF investment to \$65 million from \$50 million.

As the Commission is a participant in the County's Pooled Investment Fund, it is recommended your Board receive and file the enclosed Annual Investment Policy of the Pooled Investment Fund for Calendar Year 2017. Your action to receive and file the policy constitutes consideration at a public meeting, as recommended by Government Code Section 53646(a)(2).

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission

Enclosure:
Calendar Year 2017 Investment Policy for the Pooled Investment Fund

Internal Services

Department of Finance

Ben Lamera,
Director



County of Sacramento

Navdeep S. Gill,
County Executive

David Villanueva,
Chief Deputy County Executive

January 6, 2017

To: Pooled Investment Fund Participant Agency Board Chairs

Subject: **CALENDAR YEAR 2017 INVESTMENT POLICY FOR THE POOLED INVESTMENT FUND**

Since 1987, the Director of Finance has submitted a statement of investment policy to the Sacramento County Board of Supervisors for consideration and adoption. The Board of Supervisors approved the enclosed calendar year 2017 investment policy on December 6, 2016.

The investment policy has been amended to reflect the current Fair Political Practices Commission dollar amount limit on gifts, honoraria, and gratuities that the Director of Finance, investment staff, and Treasury Oversight Committee members may receive in a calendar year. The policy has also been amended to clarify that funds held in separate portfolios are not included in Total Investable Fund, adding language to allow the purchase of negotiable certificated of deposit from foreign banks in countries with sovereign rating of AAA from Standard & Poor's or Moody's, and update the maximum LAIF investment to \$65 million from \$50.

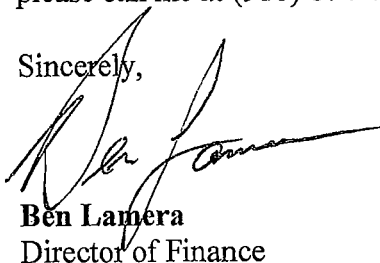
I recommend that the legislative body of your agency receive and file the enclosed Sacramento County Annual Investment Policy of the Pooled Investment Fund — Calendar Year 2017 at its next regular meeting. Your action to receive and file the policy constitutes consideration at a public meeting as recommended by Government Code section 53646(a)(2). The investment policy is also available on the Department of Finance — Investment Division webpage at www.finance.saccounty.net/investments.

The following investment-related reports are also available on the Investment Division webpage:

- Pooled Investment Fund Monthly Review;
- Quarterly Pooled Investment Fund Report; and
- Non-Pooled Investment Funds Portfolio Reports.

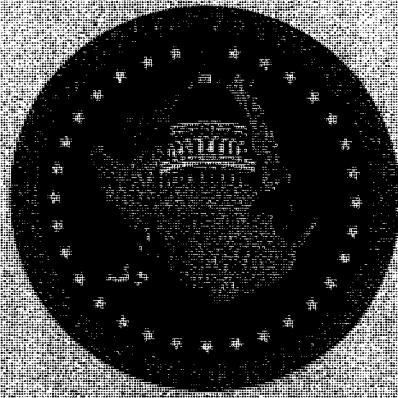
If you have any questions about the investment policy or management of the Pooled Investment Fund portfolio, please call me at (916) 874-6744 or Chief Investment Officer Bernard Santo Domingo at (916) 874-7320.

Sincerely,



Ben Lamera
Director of Finance

Enclosure



SACRAMENTO COUNTY

**Annual Investment Policy
of the Pooled Investment Fund**

CALENDAR YEAR 2017

*Approved by the
Sacramento County Board of Supervisors*

December 6, 2016
Resolution No. 2016-0938

Table of Contents

I.	Authority	1
II.	Policy Statement.....	1
III.	Standard of Care.....	1
IV.	Investment Objectives	1
	A. Safety of Principal.....	1
	B. Liquidity.....	2
	C. Public Trust	2
	D. Maximum Rate of Return	2
V.	Pooled Investment Fund Investors	2
VI.	Implementation	2
VII.	Internal Controls.....	3
VIII.	Sacramento County Treasury Oversight Committee	4
IX.	Investment Parameters	4
	A. Investable Funds.....	4
	B. Authorized Investments	5
	C. Prohibited Investments.....	5
	D. Credit Requirements.....	5
	E. Maximum Maturities.....	6
	F. Maximum Concentrations.....	7
	G. Repurchase Agreements.....	8
	H. Community Reinvestment Act Program	8
	I. Criteria and Qualifications of Brokers/Dealers and Direct Issuers	8
	J. Investment Guidelines, Management Style and Strategy	9
	K. Approved Lists	9
	L. Calculation of Yield and Costs.....	9
X.	Reviewing, Monitoring and Reporting of the Portfolio	10
XI.	Withdrawal Requests for Pooled Fund Investors	10
XII.	Limits on Honoraria, Gifts and Gratuities.....	10
XIII.	Terms and Conditions for Outside Investors.....	11
	Appendix A – Comparison and Interpretation of Credit Ratings	12

Annual Investment Policy of the Pooled Investment Fund

CALENDAR YEAR 2017

I. Authority

Under the Sacramento County Charter, the Board of Supervisors established the position of Director of Finance and by ordinance will annually review and renew the Director of Finance's authority to invest and reinvest all the funds in the County Treasury.

II. Policy Statement

This Investment Policy (Policy) establishes cash management and investment guidelines for the Director of Finance, who is responsible for the stewardship of the Sacramento County Pooled Investment Fund. Each transaction and the entire portfolio must comply with California Government Code and this Policy. All portfolio activities will be judged by the standards of the Policy and its investment objectives. Activities that violate its spirit and intent will be considered contrary to the Policy.

III. Standard of Care

The Director of Finance is the Trustee of the Pooled Investment Fund and therefore, a fiduciary subject to the prudent investor standard. The Director of Finance, employees involved in the investment process, and members of the Sacramento County Treasury Oversight Committee (Oversight Committee) shall refrain from all personal business activities that could conflict with the management of the investment program. All individuals involved will be required to report all gifts and income in accordance with California state law. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the Director of Finance shall act with care, skill, prudence, and diligence to meet the aims of the investment objectives listed in Section IV, Investment Objectives.

IV. Investment Objectives

The Pooled Investment Fund shall be prudently invested in order to earn a reasonable return, while awaiting application for governmental purposes. The specific objectives for the Pooled Investment Fund are ranked in order of importance.

A. Safety of Principal

The preservation of principal is the primary objective. Each transaction shall seek to ensure that capital losses are avoided, whether they be from securities default or erosion of market value.

B. Liquidity

As a second objective, the Pooled Investment Fund should remain sufficiently flexible to enable the Director of Finance to meet all operating requirements that may be reasonably anticipated in any depositor's fund.

C. Public Trust

In managing the Pooled Investment Fund, the Director of Finance and the authorized investment traders should avoid any transactions that might impair public confidence in Sacramento County and the participating local agencies. Investments should be made with precision and care, considering the probable safety of the capital as well as the probable income to be derived.

D. Maximum Rate of Return

As the fourth objective, the Pooled Investment Fund should be designed to attain a market average rate of return through budgetary and economic cycles, consistent with the risk limitations, prudent investment principles and cash flow characteristics identified herein. For comparative purposes, the State of California Local Agency Investment Fund (LAIF) will be used as a performance benchmark. The Pooled Investment Fund quarterly performance benchmark target has been set at or above LAIF's yield. This benchmark was chosen because LAIF's portfolio structure is similar to the Pooled Investment Fund.

V. Pooled Investment Fund Investors

The Pooled Investment Fund investors are comprised of Sacramento County, school and community college districts, districts directed by the Board of Supervisors, and independent special districts whose treasurer is the Director of Finance. Any local agencies not included in this category are subject to California Government Code section 53684 and are referred to as outside investors.

VI. Implementation

In order to provide direction to those responsible for management of the Pooled Investment Fund, the Director of Finance has established this Policy and will provide it to the Oversight Committee and render it to legislative bodies of local agencies that participate in the Pooled Investment Fund. In accordance with California Government Code section 53646, et seq., the Board of Supervisors shall review and approve this Policy annually.

This Policy provides a detailed description of investment parameters used to implement the investment process and includes the following: investable funds; authorized instruments; prohibited investments; credit requirements; maximum maturities and concentrations; repurchase agreements; Community Reinvestment Act Program; criteria and qualifications of broker/dealers and direct issuers; investment guidelines, management style and strategy; Approved Lists; and calculation of yield and costs.

VII. Internal Controls

The Director of Finance shall establish internal controls to provide reasonable assurance that the investment objectives are met and to ensure that the assets are protected from loss, theft, or misuse. To assist in implementation and internal controls, the Director of Finance has established an Investment Group and a Review Group.

The Investment Group, which is comprised of the Director of Finance and his/her designees, is responsible for maintenance of the investment guidelines and Approved Lists. These guidelines and lists can be altered daily, if needed, to adjust to the ever-changing financial markets. The guidelines can be more conservative or match the policy language. In no case can the guidelines override the Policy.

The Review Group, which is comprised of the Director of Finance and his/her designees, is responsible for the monthly review and appraisal of all the investments purchased by the Director of Finance and staff. This review includes bond proceeds, which are invested separately from the Pooled Investment Fund and are not governed by this Policy.

The Director of Finance shall establish a process for daily, monthly, quarterly, and annual review and monitoring of the Pooled Investment Fund activity. The following articles, in order of supremacy, govern the Pooled Investment Fund:

1. California Government Code
2. Annual Investment Policy
3. Current Investment Guidelines
4. Approved Lists (see page 9, Section IX.K)

The Director of Finance shall review the daily investment activity and corresponding bank balances.

Monthly, the Review Group shall review all investment activity and its compliance to the corresponding governing articles and investment objectives.

Quarterly, the Director of Finance will provide the Oversight Committee with a copy of the Pooled Investment Fund activity and its compliance to the annual Policy and California Government Code.

Annually, the Oversight Committee shall cause an annual audit of the activities within the Pooled Investment Fund to be conducted to determine compliance to the Policy and California Government Code. This audit will include issues relating to the structure of the investment portfolio and risk.

All securities purchased, with the exception of time deposits, money market mutual funds, LAIF and Wells Fargo's overnight investment fund, shall be delivered to the independent third-party custodian selected by the Director of Finance. This includes all collateral for repurchase agreements. All trades, where applicable, will be executed by delivery versus payment by the designated third-party custodian.

VIII. Sacramento County Treasury Oversight Committee

In accordance with California Government Code section 27130 et seq., the Board of Supervisors, in consultation with the Director of Finance, has created the Sacramento County Treasury Oversight Committee (Oversight Committee). Annually, the Director of Finance shall prepare an Investment Policy that will be forwarded to and monitored by the Oversight Committee and rendered to Boards of all local agency participants. The Board of Supervisors shall review and approve the Policy during public session. Quarterly, the Director of Finance shall provide the Oversight Committee a report of all investment activities of the Pooled Investment Fund to ensure compliance to the Policy. Annually, the Oversight Committee shall cause an audit to be conducted on the Pooled Investment Fund. The meetings of the Oversight Committee shall be open to the public and subject to the Ralph M. Brown Act.

A member of the Oversight Committee may not be employed by an entity that has contributed to the campaign of a candidate for the office of local treasurer, or contributed to the campaign of a candidate to be a member of a legislative body of any local agency that has deposited funds in the county treasury, in the previous three years or during the period that the employee is a member of the Oversight Committee. A member may not directly or indirectly raise money for a candidate for local treasurer or a member of the Sacramento County Board of Supervisors or governing board of any local agency that has deposited funds in the county treasury while a member of the Oversight Committee. Finally, a member may not secure employment with, or be employed by bond underwriters, bond counsel, security brokerages or dealers, or financial services firms, with whom the treasurer is doing business during the period that the person is a member of the Oversight Committee or for one year after leaving the committee.

The Oversight Committee is not allowed to direct individual investment decisions, select individual investment advisors, brokers or dealers, or impinge on the day-to-day operations of the Department of Finance treasury and investment operations.

IX. Investment Parameters

A. Investable Funds

Total Investable Funds (TIF) for purposes of this Policy are all Pooled Investment Fund moneys that are available for investment at any one time, including the estimated bank account float. Included in TIF are funds of outside investors, if applicable, for which the Director of Finance provides investment services. Excluded from TIF are all funds held in separate portfolios.

The Cash Flow Horizon is the period in which the Pooled Investment Fund cash flow can be reasonably forecasted. This Policy establishes the Cash Flow Horizon to be one (1) year.

Once the Director of Finance has deemed that the cash flow forecast can be met, the Director of Finance may invest funds with maturities beyond one year. These securities will be referred to as the Core Portfolio.

B. Authorized Investments

Authorized investments shall match the general categories established by the California Government Code sections 53601 et seq. and 53635 et seq. Authorized investments shall include, in accordance with California Government Code section 16429.1, investments into LAIF. Authorization for specific instruments within these general categories, as well as narrower portfolio concentration and maturity limits, will be established and maintained by the Investment Group as part of the Investment Guidelines. As the California Government Code is amended, this Policy shall likewise become amended.

C. Prohibited Investments

No investments shall be authorized that have the possibility of returning a zero or negative yield if held to maturity. These shall include inverse floaters, range notes, and interest only strips derived from a pool of mortgages.

All legal investments issued by a tobacco-related company are prohibited. A tobacco-related company is defined as an entity that makes smoking products from tobacco used in cigarettes, cigars, or snuff or for smoking in pipes. The tobacco-related issuers restricted from any investment are any component companies in the Dow Jones U.S. Tobacco Index or the NYSE Arca Tobacco Index. Annually the Director of Finance and/or his designee will update the list of tobacco-related companies.

D. Credit Requirements

Except for municipal obligations and Community Reinvestment Act (CRA) bank deposits and certificates of deposit, the issuer's short-term credit ratings shall be at or above A-1 by Standard & Poor's, P-1 by Moody's, and, if available, F1 by Fitch, and the issuer's long-term credit ratings shall be at or above A by Standard & Poor's, A2 by Moody's, and, if available, A by Fitch. There are no credit requirements for Registered State Warrants. All other municipal obligations shall be at or above a short-term rating of SP-1 by Standard & Poor's, MIG1 by Moody's, and, if available, F1 by Fitch. In addition, domestic banks are limited to those with a Fitch Viability rating of a or better, without regard to modifiers. The Investment Group is granted the authority to specify approved California banks with Fitch Viability ratings of bbb+ but they must have a Support rating of 1 where appropriate. Foreign banks with domestic licensed offices must have a Sovereign rating of AAA from Standard and Poor's, Moody's, or Fitch and a Fitch Viability rating of a or better, without regard to modifiers; however, a foreign bank may have a rating of bbb+ but they must have a Support rating of 1. Domestic savings banks must be rated a or better, without regard to modifiers, or may have a rating of bbb+ but they must have a Support rating of 1.

Community Reinvestment Act Program Credit Requirements

Maximum Amount	Minimum Requirements
Up to the FDIC- or NCUSIF-insured limit for the term of the deposit	Banks — FDIC Insurance Coverage
	Credit Unions — NCUSIF Insurance Coverage <i>Credit unions are limited to a maximum deposit of the NCUSIF-insured limit since they are not rated by nationally recognized rating agencies and are not required to provide collateral on public deposits.</i>
Over the FDIC- or NCUSIF-insured limit to \$10 million Collateral is required	(Any 2 of 3 ratings) S&P: A-2 Moody's: P-2 Fitch: F-2

Eligible banks must have Community Reinvestment Act performance ratings of “satisfactory” or “outstanding” from each financial institution’s regulatory authority. In addition, deposits greater than the federally-insured amount must be collateralized. Banks must place securities worth between 110% and 150% of the value of the deposit with the Federal Reserve Bank of San Francisco, the Home Loan Bank of San Francisco, or a trust bank.

Since credit unions do not have Community Reinvestment Act performance ratings, they must demonstrate their commitment to meeting the community reinvestment lending and charitable activities, which are also required of banks.

All commercial paper and medium-term note issues must be issued by corporations operating within the United States and having total assets in excess of one billion dollars (\$1,000,000,000).

The Investment Group may raise these credit standards as part of the Investment Guidelines and Approved Lists. Appendix A provides a Comparison and Interpretation of Credit Ratings by Standard & Poor’s, Moody’s, and Fitch.

E. Maximum Maturities

Due to the nature of the invested funds, no investment with limited market liquidity should be used. Appropriate amounts of highly-liquid investments, such as Treasury and Agency securities, should be maintained to accommodate unforeseen withdrawals.

The maximum maturity, determined as the term from the date of ownership to the date of maturity, for each investment shall be established as follows:

U.S. Treasury and Agency Obligations	5 years
Washington Supranational Obligations ¹	5 years
Municipal Notes	5 years
Registered State Warrants.....	5 years
Bankers Acceptances	180 days
Commercial Paper	270 days
Negotiable Certificates of Deposit.....	180 days
CRA Bank Deposit/Certificates of Deposit	1 year
Repurchase Agreements	1 year
Reverse Repurchase Agreements	92 days
Medium-Term Corporate Notes	180 days
Collateralized Mortgage Obligations	180 days

The Investment Group may reduce these maturity limits to a shorter term as part of the Investment Guidelines and the Approved Lists.

The ultimate maximum maturity of any investment shall be five (5) years. The dollar-weighted average maturity of all securities shall be equal to or less than three (3) years.

F. Maximum Concentrations

No more than 80% of the portfolio may be invested in issues other than United States Treasuries and Government Agencies. The maximum allowable percentage for each type of security is set forth as follows:

U.S. Treasury and Agency Obligations	100%
Municipal Notes	80%
Registered State Warrants.....	80%
Bankers Acceptances	40%
Commercial Paper	40%
Washington Supranational Obligations.....	30%
Negotiable Certificates of Deposit and CRA Bank Deposit/Certificates of Deposit .	30%
Repurchase Agreements	30%
Reverse Repurchase Agreements	20%
Medium-Term Corporate Notes	30%
Money Market Mutual Funds.....	20%
Collateralized Mortgage Obligations	20%
Local Agency Investment Fund (LAIF)	(per State limit) ²

The Investment Group may reduce these concentrations as part of the Investment Guidelines and the Approved Lists.

¹ The International Bank for Reconstruction and Development, International Finance Corporation, and Inter-American Development Bank.

² LAIF current maximum allowed is \$65 million.

No more than 10% of the portfolio, except Treasuries and Agencies, may be invested in securities of a single issuer including its related entities.

Where a percentage limitation is established above, for the purpose of determining investment compliance, that maximum percentage will be applied on the date of purchase.

G. Repurchase Agreements

Under California Government Code section 53601, paragraph (j) and section 53635, the Director of Finance may enter into Repurchase Agreements and Reverse Repurchase Agreements. The maximum maturity of a Repurchase Agreement shall be one year. The maximum maturity of a reverse repurchase agreement shall be 92 days, and the proceeds of a reverse repurchase agreement may not be invested beyond the expiration of the agreement. The reverse repurchase agreement must be "matched to maturity" and meet all other requirements in the code.

All repurchase agreements must have an executed Sacramento County Master Repurchase Agreement on file with both the Director of Finance and the Broker/Dealer. Repurchase Agreements executed with approved broker-dealers must be collateralized with either: (1) U.S. Treasuries or Agencies with a market value of 102% for collateral marked to market daily; or (2) money market instruments which are on the Approved Lists of the County and which meet the qualifications of the Policy, with a market value of 102%. Since the market value of the underlying securities is subject to daily market fluctuations, investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102% no later than the next business day. Use of mortgage-backed securities for collateral is not permitted. Strictly for purposes of investing the daily excess bank balance, the collateral provided by the Sacramento County's depository bank can be Treasuries or Agencies valued at 110%, or mortgage-backed securities valued at 150%.

H. Community Reinvestment Act Program

The Director of Finance has allocated within the Pooled Investment Fund, a maximum of \$90 million for the Community Reinvestment Act Program to encourage community investment by financial institutions, which includes community banks and credit unions, and to acknowledge and reward local financial institutions which support the community's financial needs. The Director of Finance may increase this amount, as appropriate, while staying within the investment policy objectives and maximum maturity and concentration limits. The eligible banks and savings banks must have Community Reinvestment Act performance ratings of "satisfactory" or "outstanding" from each financial institution's regulatory authority. The minimum credit requirements are located on page 5 of Section IX.D.

I. Criteria and Qualifications of Brokers/Dealers and Direct Issuers

All transactions initiated on behalf of the Pooled Investment Fund and Sacramento County shall be executed through either government security dealers reporting as primary dealers to the Market Reports Division of the Federal Reserve Bank of New York or direct issuers that directly issue their own securities which have been placed on the Approved List of

brokers/dealers and direct issuers. Further, these firms must have an investment grade rating from at least two national rating services, if available.

Brokers/Dealers and direct issuers which have exceeded the political contribution limits, as contained in Rule G-37 of the Municipal Securities Rulemaking Board, within the preceding four-year period to the Director of Finance, any member of the Board of Supervisors, or any candidate for the Board of Supervisors, are prohibited from the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer will be sent a copy of this Policy and a list of those persons authorized to execute investment transactions. Each firm must acknowledge receipt of such materials to qualify for the Approved List of brokers/dealers and direct issuers.

Each broker/dealer and direct issuer authorized to do business with Sacramento County shall, at least annually, supply the Director of Finance with audited financial statements.

J. Investment Guidelines, Management Style and Strategy

The Investment Group, named by the Director of Finance, shall issue and maintain Investment Guidelines specifying authorized investments, credit requirements, permitted transactions, and issue maturity and concentration limits which are consistent with this Policy.

The Investment Group shall also issue a statement describing the investment management style and current strategy for the entire investment program. The management style and strategy can be changed to accommodate shifts in the financial markets, but at all times they must be consistent with this Policy and its objectives.

K. Approved Lists

The Investment Group, named by the Director of Finance, shall issue and maintain various Approved Lists. These lists are:

1. Approved Domestic Banks for all legal investments.
2. Approved Foreign Banks for all legal investments.
3. Approved Commercial Paper and Medium Term Note Issuers.
4. Approved Money Market Mutual Funds.
5. Approved Firms for Purchase or Sale of Securities (Brokers/Dealers and Direct Issuers).
6. Approved Banks / Credit Unions for the Community Reinvestment Act Program.

L. Calculation of Yield and Costs

The costs of managing the investment portfolio, including but not limited to: investment management; accounting for the investment activity; custody of the assets; managing and accounting for the banking; receiving and remitting deposits; oversight controls; and indirect and overhead expenses are charged to the investment earnings based upon actual labor hours worked in respective areas. Costs of these respective areas are accumulated by specific cost

accounting projects and charged to the Pooled Investment Fund on a quarterly basis throughout the fiscal year.

The Department of Finance will allocate the net interest earnings of the Pooled Investment Fund quarterly. The net interest earnings are allocated based upon the average daily cash balance of each Pooled Investment Fund participant.

X. Reviewing, Monitoring and Reporting of the Portfolio

The Review Group will prepare and present to the Director of Finance at least monthly a comprehensive review and evaluation of the transactions, positions, performance of the Pooled Investment Fund and compliance to the California Government Code, Policy, and Investment Guidelines.

Quarterly, the Director of Finance will provide to the Oversight Committee and to any local agency participant that requests a copy, a detailed report on the Pooled Investment Fund. Pursuant to California Government Code section 53646, the report will list the type of investments, name of issuer, maturity date, par and dollar amount of the investment. For the total Pooled Investment Fund, the report will list average maturity, the market value, and the pricing source. Additionally, the report will show any funds under the management of contracting parties, a statement of compliance to the Policy and a statement of the Pooled Investment Fund's ability to meet the expected expenditure requirements for the next six months.

Each quarter, the Director of Finance shall provide to the Board of Supervisors and interested parties a comprehensive report on the Pooled Investment Fund.

Annually, the Director of Finance shall provide to the Oversight Committee the Investment Policy. Additionally, the Director of Finance will render a copy of the Investment Policy to the legislative body of the local agencies that participate in the Pooled Investment Fund.

XI. Withdrawal Requests for Pooled Fund Investors

The Director of Finance will honor all requests to withdraw funds for normal cash flow purposes that are approved by the Director of Finance at a one dollar net asset value. Any requests to withdraw funds for purposes other than immediate cash flow needs, such as for external investing, are subject to the consent of the Director of Finance. In accordance with California Government Code Sections 27133(h) and 27136, such requests for withdrawals must first be made in writing to the Director of Finance. When evaluating a request to withdraw funds, the Director of Finance will take into account the effect of a withdrawal on the stability and predictability of the Pooled Investment Fund and the interests of other depositors. Any withdrawal for such purposes will be at the market value of the Pooled Investment Fund on the date of the withdrawal.

XII. Limits on Honoraria, Gifts, and Gratuities

In accordance with California Government Code Section 27133(d), this Policy establishes limits for the Director of Finance; individuals responsible for management of the portfolios; and members of the Investment Group and Review Group who direct individual investment decisions, select individual investment advisors and broker/dealers, and conduct day-to-day investment

trading activity. The limits also apply to members of the Oversight Committee. Any individual who receives an aggregate total of gifts, honoraria and gratuities in excess of \$50 in a calendar year from a broker/dealer, bank or service provider to the Pooled Investment Fund must report the gifts, dates and firms to the designated filing official and complete the appropriate State forms.

No individual may receive aggregate gifts, honoraria, and gratuities from any single source in a calendar year in excess of the amount specified in Section 18940.2(a) of Title 2, Division 6 of the California Code of Regulations. This limitation was \$460 for the period January 1, 2015, to December 31, 2016, and is adjusted for inflation every odd-numbered year. Any violation must be reported to the State Fair Political Practices Commission.

XIII. Terms and Conditions for Outside Investors

Outside investors may invest in the Pooled Investment Fund through California Government Code Section 53684. Their deposits are subject to the consent of the Director of Finance. The legislative body of the local agency must approve the Sacramento County Pooled Investment Fund as an authorized investment and execute a Memorandum of Understanding. Any withdrawal of these deposits must be made in writing 30 days in advance and will be paid based upon the market value of the Pooled Investment Fund. If the Director of Finance considers it appropriate, the deposits may be returned at any time to the local agency.

Appendix A

Comparison and Interpretation of Credit Ratings

Long Term Debt & Individual Bank Ratings				
Rating Interpretation	Moody's	S&P	Fitch	Fitch Viability Rating
<i>Best-quality grade</i>	Aaa	AAA	AAA	aaa
<i>High-quality grade</i>	Aa1	AA+	AA+	aa+
	Aa2	AA	AA	aa
	Aa3	AA-	AA-	aa-
<i>Upper Medium Grade</i>	A1	A+	A+	a+
	A2	A	A	a
	A3	A-	A-	a-
<i>Medium Grade</i>	Baa1	BBB+	BBB+	bbb+
	Baa2	BBB	BBB	bbb
	Baa3	BBB-	BBB-	bbb-
<i>Speculative Grade</i>	Ba1	BB+	BB+	bb+
	Ba2	BB	BB	bb
	Ba3	BB-	BB-	bb-
<i>Low Grade</i>	B1	B+	B+	b+
	B2	B	B	b
	B3	B-	B-	b-
<i>Poor Grade to Default</i>	Caa	CCC+	CCC	ccc
<i>In Poor Standing</i>	-	CCC	-	
	-	CCC-	-	
<i>Highly Speculative Default</i>	Ca	CC	CC	cc
	C	-	-	c
<i>Default</i>	-	-	DDD	f
	-	-	DD	f
	-	D	D	f

Short Term / Municipal Note Investment Grade Ratings			
Rating Interpretation	Moody's	S&P	Fitch
<i>Superior Capacity</i>	MIG-1	SP-1+/SP-1	F1+/F1
<i>Strong Capacity</i>	MIG-2	SP-2	F2
<i>Acceptable Capacity</i>	MIG-3	SP-3	F3

Appendix A

Short Term / Commercial Paper Investment Grade Ratings

Rating Interpretation	Moody's	S&P	Fitch
<i>Superior Capacity</i>	P-1	A-1+/A-1	F1+/F1
<i>Strong Capacity</i>	P-2	A-2	F2
<i>Acceptable Capacity</i>	P-3	A-3	F3

Fitch Support Ratings

Rating	Interpretation
1	A bank for which there is an extremely high probability of external support. The potential provider of support is very highly rated in its own right and has a very high propensity to support the bank in question. This probability of support indicates a minimum Long-Term Rating floor of 'A-'.
2	A bank for which there is a high probability of external support. The potential provider of support is highly rated in its own right and has a high propensity to provide support to the bank in question. This probability of support indicates a minimum Long-Term Rating floor of 'BBB-'.
3	A bank for which there is a moderate probability of support because of uncertainties about the ability or propensity of the potential provider of support to do so. This probability of support indicates a minimum Long-Term Rating floor of 'BB-'.
4	A bank for which there is a limited probability of support because of significant uncertainties about the ability or propensity of any possible provider of support to do so. This probability of support indicates a minimum Long-Term Rating floor of 'B'.
5	A bank for which external support, although possible, cannot be relied upon. This may be due to a lack of propensity to provide support or to very weak financial ability to do so. This probability of support indicates a Long-Term Rating floor no higher than 'B-' and in many cases no floor at all.

Appendix A

Fitch Sovereign Risk Ratings

<i>Rating</i>	<i>Interpretation</i>
AAA	Highest credit quality. 'AAA' ratings denote the lowest expectation of default risk. They are assigned only in cases of exceptionally strong capacity for payment of financial commitments. This capacity is highly unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality. 'AA' ratings denote expectations of very low default risk. They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.
A	High credit quality. 'A' ratings denote expectations of low default risk. The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to adverse business or economic conditions than is the case for higher ratings.
BBB	Good credit quality. 'BBB' ratings indicate that expectations of default risk are currently low. The capacity for timely payment of financial commitments is considered adequate but adverse business or economic conditions are more likely to impair this capacity.
BB	Speculative. 'BB' ratings indicate an elevated vulnerability to default risk, particularly in the event of adverse changes in business or economic conditions over time.
B	Highly speculative. 'B' ratings indicate that material default risk is present, but a limited margin of safety remains. Financial commitments are currently being met; however, capacity for continued payment is vulnerable to deterioration in the business and economic environment.
CCC	High default risk. Default is a real possibility.
CC	Very high levels of credit risk. Default of some kind appears probable.
C	Exceptionally high levels of credit risk. Default appears imminent or inevitable.
D	<p>Default. Indicates a default. Default generally is defined as one of the following:</p> <ul style="list-style-type: none"> • Failure to make payment of principal and/or interest under the contractual terms of the rated obligation; • The bankruptcy filings, administration, receivership, liquidation or other winding-up or cessation of the business of an issuer/obligor; or • The coercive exchange of an obligation, where creditors were offered securities with diminished structural or economic terms compared with the existing obligation.



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetrocbable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 6

DATE: July 19, 2017

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: REVIEW OF FRANCHISE & PEG FEES PAID BY AT&T FOR CALENDAR YEARS 2014 AND 2015

RECOMMENDATION:

It is recommended the Board receive and file the review of franchise and PEG fees remitted to the Sacramento Metropolitan Cable Television Commission (Commission) by AT&T, Inc. (AT&T) for the period January 1, 2014 through December 31, 2015.

BACKGROUND/DISCUSSION:

The attached review of the franchise and public, educational, and government (PEG) fees remitted to the Commission by AT&T for the period January 1, 2014 through December 31, 2015 was performed by Carolyn Sculco with Ashpaugh & Sculco, CPAs, PLC (A&S). The review was performed in accordance with AT&T's state franchise under the Digital Infrastructure and Video Competition Act of 2006 (DIVCA), to solely assist the Commission with respect to evaluating franchise & PEG fees paid by AT&T for the review period. Conclusions and recommendations were based on data responses, accounting records, and interviews provided by Commission staff and AT&T.

As a result of that review, A&S identified the following amounts of unpaid franchise & PEG fees that were due to the Commission for the period that was reviewed:

Description	Franchise Fees	PEG Fees	Total Due to SMCTC
Total Franchise & PEG Fees Calculated by A&S	\$5,619,751	\$1,124,181	\$6,743,932
Franchise & PEG Fees Paid by AT&T	(\$5,470,263)	(\$1,094,283)	(\$6,564,546)
Total Amount Due Before Interest	\$149,488	\$29,898	\$179,386
Interest Charges	\$15,423	\$4,958	\$20,381
Total Amount Due With Interest	\$164,911	\$34,856	\$199,767

Based on the findings, the Commission issued a Payment of Demand letter to AT&T on April 20, 2017, requesting payment within fifteen calendar days (or by May 5, 2017). A check, issued in the amount of \$199,767 by AT&T, was received on May 1, 2017 and deposited in the General Fund and the PEG Fee Fund accordingly, as unpaid fees (revenue) owed to the Commission in Calendar Years 2014 and 2015.

Agenda Item No. 6

Review of Franchise & PEG Fees Paid by AT&T for Calendar Years 2014 & 2015

Page 2

In addition, AT&T issued a settlement check in the amount of \$300,000 on April 26, 2017 from the review of franchise & PEG fees paid to the Commission in Calendar Years 2012 and 2013. That check was also deposited in the General Fund and PEG Fee Fund on May 12, 2017 as unpaid fees (revenue) identified from the Calendar Years 2012 & 2013 review performed by A&S.

RECOMMENDATION

It is recommended the Board receive and file the review of franchise and PEG fees remitted by AT&T for Calendar Years 2014 & 2015 as performed by A&S.

An analysis of franchise & PEG fees paid by AT&T for the period January 1, 2016 through December 31, 2017 is scheduled for next fiscal year, which is in line with the Commission's practice of conducting bi-annual audits of franchise and PEG fees remitted by cable companies.

Respectfully submitted,



ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission

Attachment:

Review of Franchise & PEG Fees Paid by AT&T for the Period January 1, 2014 through December 31, 2015



ASHPAUGH & SCULCO, CPAs, PLC
Certified Public Accountants and Consultants

April 20, 2017

Robert Davison, Executive Director
Sacramento Metropolitan Cable TV Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Subject: Review of the Franchise and PEG Fees Paid by AT&T to the Sacramento Metropolitan Cable Television Commission, California for the Years 2014 and 2015

Dear Mr. Davison:

We have enclosed the report of our review of the franchise and PEG fees paid by AT&T to the Sacramento Metropolitan Cable Television Commission, California ("SMCTC") for the period of January 1, 2014 through December 31, 2015, in accordance with AT&T's state franchise under the Digital Infrastructure and Video Competition Act of 2006 ("DIVCA") enacted in California. This report is intended solely for the information and use of the SMCTC, is not intended to be, and should not be used by anyone other than these specified parties.

We appreciate the opportunity to be of service to you. If you have any questions, please do not hesitate to call us at (407) 645-2020.

Sincerely,

ASHPAUGH & SCULCO, CPAS, PLC

Ashpaugh & Sculco, CPAs, PLC

Attachment

REVIEW OF THE FRANCHISE AND PEG FEES
PAID BY AT&T TO THE SMCTC, CALIFORNIA

SUMMARY

Ashpaugh & Sculco, CPAs, PLC (“A&S”) has performed a review of the franchise and PEG fees paid by AT&T to the Sacramento Metropolitan Cable Television Commission, California (“SMCTC”) for the period of January 1, 2014 through December 31, 2015 (“review period”). The purpose of our review was to determine whether AT&T was in conformance with the state franchise under the Digital Infrastructure and Video Competition Act of 2006 (“DIVCA”) enacted in California.

In accordance with DIVCA, franchise fees are 5.00% of gross revenues and PEG fees are 1.00% of gross revenues. A&S has identified an amount due to the SMCTC for the underpayment of franchise and PEG fees, including interest charges, of \$199,767. We have itemized the underpayment of franchise and PEG fees, by issue, on the following table.

TABLE 1

Item No.	Description	Franchise Fees Due to the SMCTC	PEG Fees Due to the SMCTC	Total Due to the SMCTC
	Franchise & PEG Fees Paid by AT&T	\$5,470,263	\$1,094,283	\$6,564,546
	<u>Adjustments by A&S:</u>			
A	Dispatch on Demand	\$72	\$14	\$86
B	Additional Outlets	96	19	115
C	Remotes	77	15	92
D	Equipment Charges	10,194	2,039	12,233
E	Installation/Repair Charges	474	95	569
F	U-Verse Reprint Fees	19	4	23
G	Late Fees	69,592	13,918	83,511
H	Convenience Fees	3,200	640	3,840
I	Returned Check Charges	876	175	1,051
J	Early Termination Fees	2,489	498	2,987
K	Credit Adjustments	61,513	12,303	73,816
L	Advertising Revenues	885	177	1,062
	Total Adjustments by A&S	\$149,488	\$29,898	\$179,386
	Franchise & PEG Fees Calculated by A&S	\$5,619,751	\$1,124,181	\$6,743,932
	Franchise & PEG Fees Paid by AT&T	(5,470,263)	(1,094,283)	(6,564,546)
	Total before Interest Charges	\$149,488	\$29,898	\$179,386
M	Interest Charges	15,423	4,959	20,381
	Total after Interest Charges	\$164,911	\$34,856	\$199,767
N	A&S Fees			0
	Total Amount Due to the SMCTC			<u>\$199,767</u>

SCOPE OF WORK

A&S was not engaged to and did not perform an audit of AT&T, the objective of which would be the expression of an opinion that the financial statements provide a representation of the operations for the period reviewed. Accordingly, we do not express such an opinion. Had A&S performed such additional procedures, other matters might have come to our attention that would have been reported to the SMCTC. This report relates only to a review of AT&T's gross revenues used to calculate franchise and PEG fees and does not extend to any financial statements of AT&T or the SMCTC. A&S has relied solely on information provided to us by the SMCTC and AT&T. This report is intended solely for the information and use of the SMCTC, is not intended to be, and should not be used by anyone other than this specified party.

A&S performed a review of the franchise and PEG fees paid by AT&T to the SMCTC to determine whether AT&T complied with the franchise and PEG fee obligations of DIVCA. The review was performed solely to assist the SMCTC with respect to evaluating franchise and PEG fees paid by AT&T to the SMCTC for the review period. We based our conclusions and recommendations on data responses, accounting records, and interviews provided by the SMCTC and AT&T. To analyze franchise and PEG fees, A&S performed the following Scope of Work:

Project Kick-Off and General Steps

1. Contact the SMCTC staff to obtain documentation required to kick-off the project, including, but not limited to:
 - a. Copies of franchise and PEG fees paid to the SMCTC for the review period and any supporting information; and
 - b. Copies of other documentation and correspondence between the SMCTC and AT&T relevant to the review period and consistent with DIVCA.
2. Submit initial data request to AT&T requesting information for the review period. During the project, if needed, prepare and submit additional data requests.
3. Execute Non-Disclosure Agreement with AT&T to obtain confidential data.
4. Correspond with the SMCTC, AT&T via phone, mail, and email to obtain data, resolve issues, and obtain assistance.
5. Review the franchise and PEG fee payments to the SMCTC to determine whether the franchise and PEG were calculated in accordance with DIVCA.

Subscriber Revenues

6. Reconcile gross revenues reported in the franchise and PEG fee payments to revenues recorded in the general ledgers or equivalent reporting information.
7. Review the components of reported subscriber revenues consistent with the definition of gross revenues in DIVCA to ensure the amounts were correctly included in the franchise and PEG fees reported to the SMCTC.

8. Identify each revenue type that AT&T did not include in the determination of the franchise and PEG fees remitted to the SMCTC for the review period, and note if the methodology is consistent with DIVCA.

Non-Subscriber Revenues

9. Reconcile non-subscriber revenue categories reported in the franchise and PEG fee payments to documentation provided by AT&T.
10. Review and recalculate the allocation of non-subscriber revenues to ensure that they were correctly included in the franchise and PEG fees reported to the SMCTC.

Report

11. Submit report to the SMCTC. The report will include:
 - a. Supporting tables that summarize our findings by year and category of service;
 - b. Calculations of under/overpayments of the franchise and PEG fees by category of revenues including any associated interest charges; and,
 - c. Identification of any areas of noncompliance and our recommended actions.

REVIEW OF FRANCHISE AND PEG FEES

In accordance with DIVCA, franchise fees are 5.00% of gross revenues and PEG fees are 1.00% of gross revenues. A&S reviewed the franchise and PEG fees paid by AT&T to the SMCTC for the review period of January 1, 2014 through December 31, 2015. The total amount due to the SMCTC for the underpayment of franchise and PEG fees is \$199,767. We explain our adjustments and reference them by item number in the remainder of this report, using the same item numbers listed in Table 1.

Subscriber Revenues

AT&T earns the substantial portion of its revenues from cable television subscriber fees. Cable subscriber revenues include amounts received for programming (basic, digital, high-definition), premium channels, franchise fees, pay-per-view, installation charges, channel guides, equipment lease rentals, late fees, returned check fees and other miscellaneous charges. A&S reconciled the subscriber revenues to franchise and PEG fee payments, on a test basis, utilizing the same data as AT&T for reporting revenues to the SMCTC.

Dispatch on Demand (Item A)

Dispatch on demand was a charge incurred when a subscriber failed to self-install U-Verse service and requested a technician to go onsite and complete the install. AT&T did not include the amounts collected from subscribers for dispatch on demand in the gross revenues reported to the SMCTC from January 1, 2014 through July 10, 2014. However, AT&T began including the dispatch on demand revenues in the gross revenues reported to the SMCTC on July 11, 2014. Because a technician may go onsite and install video, telephone, and internet service, A&S allocated the charges to video based on an average of the number of video subscribers to total

subscribers. A&S made an adjustment to include revenues from dispatch on demand from January 1, 2014 through July 10, 2014.

Additional Outlets (Item B)

AT&T did not include the amounts collected from subscribers for additional outlets in the gross revenues reported to the SMCTC from January 1, 2014 through April 3, 2014. However, AT&T began including the revenues from additional outlets in the gross revenues reported to the SMCTC on April 4, 2014. A&S made an adjustment to include revenues from additional outlets from January 1, 2014 through April 3, 2014.

Remotes (Item C)

AT&T did not include the amounts collected from subscribers for remotes in the gross revenues reported to the SMCTC from January 1, 2014 through April 24, 2014. However, AT&T began including the revenues from remotes in the gross revenues reported to the SMCTC on April 25, 2014. A&S made an adjustment to include revenues from remotes from January 1, 2014 through April 27, 2014.

Equipment Charges (Item D)

AT&T charged a one-time charge for lost, damaged, stolen or unreturned equipment. A&S noted that there were unreturned equipment charges, but the amounts were not included in the gross revenues reported to the SMCTC during the review period. Like many cable operators, AT&T charges a fee to a subscriber if the equipment is not returned within the specified period, or if the equipment is returned damaged. In these instances, the subscriber is charged a replacement fee for the value of the equipment. If the equipment is returned undamaged within the specified period, any fees charged are refunded.

Most of the equipment was returned to AT&T, and the equipment charge was then reversed from the subscriber's bill. Based on our review of DIVCA, there was no basis for excluding the equipment charges net of returned credits from gross revenues reported to the SMCTC. The net of the charges for unreturned, damaged equipment (total amounts charged less amounts reversed) should have been reported to the SMCTC. AT&T did not include amounts collected from subscribers for equipment charges in the gross revenues reported to the SMCTC from January 1, 2014 through April 3, 2014. However, AT&T began including the revenues from equipment charges in the gross revenues reported to the SMCTC on April 4, 2014. A&S made an adjustment to include revenues from equipment charges from January 1, 2014 through April 3, 2014.

Installation/Repair Charges (Item E)

Based on our review, AT&T charged subscribers for the installation and repair of bundled services. However, AT&T did not allocate the charges between the services from January 1, 2014 through May 28, 2014. Instead, AT&T included 100% of the installation and repair fees in non-cable revenues. Because subscribers may have service for video, phone and/or internet, A&S allocated the installation and repair charges to video based on an average of the number of video subscribers to total subscribers from January 1, 2014 through May 28, 2014. AT&T began

allocating the installation and repair revenues after May 29, 2014, and including the video revenues in the gross revenues reported to the SMCTC.

U-Verse Reprint Fees (Item F)

AT&T charged a reprint fee when a subscriber requested a bill to be reprinted. The fee was specifically for the reprint and was the same no matter what type of service or services the subscriber received. AT&T did not include the amounts collected from subscribers for any reprint fees in the gross revenues reported to the SMCTC from January 1, 2014 through July 28, 2014. However, AT&T began including the reprint fees in the gross revenues reported to the SMCTC on July 29, 2014. A&S made an adjustment to include revenues from reprint fees from January 1, 2014 through July 28, 2014.

Late Fees (Item G)

AT&T charged a past due collection fee, also known as a late fee, to subscribers if payment was not received on or before the bill due date. The late fee was the same amount no matter whether the subscriber was taking a single service or multiple services. AT&T included amounts collected from subscribers for late payment fees in the gross revenues reported to the SMCTC from the review period. However, AT&T allocated the late fees based on the services taken by the subscriber during that month, i.e., if a subscriber took voice, video and Internet services one-third of the late fee was included in reported gross revenues. Since late fees are associated with the bill and not a specific line of service or services, A&S made an adjustment to include 100% of the late fees collected from video subscribers for the review period.

Convenience Fees (Item H)

AT&T charged a convenience fee when a customer service representative processed a subscriber payment. AT&T did not include the amounts collected from subscribers for convenience fees in the gross revenues reported to the SMCTC from January 1, 2014 through May 8, 2014. However, AT&T began including the revenues from convenience fees in the gross revenues reported to the SMCTC on May 9, 2014. When AT&T began including the convenience fees in the revenues reported to the SMCTC, AT&T allocated the convenience fee based on the services taken by the subscriber during that month, i.e., if a subscriber took voice, video and Internet services one-third of the convenience fee was included in reported gross revenues. Since convenience fees are associated with the bill and not a specific line of service or services, A&S made an adjustment to include 100% of the convenience fees collected from video subscribers for the review period.

Returned Check Charges (Item I)

AT&T charged a returned check fee to subscribers when the bank returned a check because of insufficient funds. AT&T did not include the amounts collected from subscribers for returned check charges in the gross revenues reported to the SMCTC from January 1, 2014 through May 15, 2014. However, AT&T did begin including the revenues from returned check charges in the gross revenues reported to the SMCTC on May 16, 2014. When AT&T began including the returned check charges in the revenues reported to the SMCTC, AT&T allocated the returned check charges based on the services taken by the subscriber during that month, i.e., if a subscriber took voice, video and Internet services one-third of the returned check charge was

included in reported gross revenues. Since returned check charges are associated with the non-payment of the bill and not a specific line of service or services, A&S made an adjustment to include 100% of the returned check charges collected from video subscribers for the review period.

Early Termination Fees (Item J)

If a subscriber signed up for services for a specified term and then terminated or canceled services before the end of the agreed term, AT&T charged an early termination fee. That fee recoups a portion of the difference between the amount the subscriber paid based upon the charges applicable to long-term contracts, and the amount the subscriber would have been charged without making a longer-term commitment. AT&T did not include the amounts collected from subscribers for early termination fees in the gross revenues reported to the SMCTC for the review period. Based on our review of DIVCA, there was no basis for excluding early termination fees from gross revenues reported to the SMCTC. Because subscribers may have service for video, phone and/or internet, A&S made an adjustment to include the early termination fees collected from video subscribers for the review period.

Credit Adjustments (Item K)

Each month, AT&T reduced subscriber revenues by a "credit adjustment". However, the "credit adjustment" included Internet, telephone and video services, as well as lump sum credits to address subscriber complaints. AT&T provided A&S with supporting schedules so that we could reasonably determine how much of the credit was applicable to video. Based on our review of the data provided by AT&T, A&S accepted the portion of the credit related to video and made an adjustment to reverse the non-video related charges for the review period.

Non-Subscriber Revenues

In accordance with DIVCA, AT&T included non-subscriber revenues generated from advertising, home shopping, and other revenues. A&S reviewed the amounts from supporting documentation provided by AT&T and noted an exception with the advertising revenues.

Advertising Revenues (Item L)

A&S recalculated the advertising revenues and compared the amounts to the advertising revenues reported to the SMCTC by AT&T. From January through June 2014, the advertising revenues were incorrectly reported to the SMCTC. A&S adjusted the advertising revenues to reflect the revised amounts.

INTEREST CHARGES (Item M)

Interest charges for franchise fees are defined in DIVCA, Section 5860, paragraph (h) as follows:

The state franchise fee shall be remitted to the applicable local entity quarterly, within 45 days after the end of the quarter for that calendar quarter. Each payment shall be accompanied by a summary explaining the basis for the calculation of the state franchise fee. If the holder does not pay the franchise fee when due, the holder shall pay a late payment charge at a rate per year equal to the highest prime lending rate during the

REVIEW OF THE FRANCHISE AND PEG FEES
PAID BY AT&T TO THE SMCTC, CALIFORNIA

period of delinquency, plus 1 percent. If the holder has overpaid the franchise fee, it may deduct the overpayment from its next quarterly payment.

A&S calculated interest charges through April 30, 2017 for the underpayment of franchise fees at the prime rate plus 1.00%, compounded annually. The interest rates in effect for the review period are listed in the table below.

Period Prime Rate was in Effect	Prime Rate	Prime Rate + 1%
January 1, 2014 - December 31, 2015	3.25%	4.25%
January 1, 2016 - December 31, 2016	3.50%	4.50%
January 1, 2017 – March 31, 2017	3.75%	4.75%
April 1, 2017 – April 30, 2017	4.00%	5.00%

A&S assumed that payment of the outstanding amount would be on April 30, 2017. If payment is after April 30, 2017, additional interest charges would accrue. Interest charges would be recalculated based on when actual payment is expected to be received.

DIVCA does not address the issue of interest charges for the underpayment of PEG fees. Therefore, A&S utilized the language from the California Constitution, Article 15, Section 1, to determine the interest charges associated with PEG fees. A&S calculated interest charges at 7.00%, compounded annually, through April 30, 2017. A&S assumed that payment of the outstanding amount would be on April 30, 2017. If payment is after April 30, 2017, additional interest charges will accrue. Interest charges will be recalculated based on when actual payment is expected to be received.

AUDIT FEES (ITEM N)

In accordance with DIVCA, Section 5860(i), “If the examination discloses that the holder has underpaid franchise fees by more than 5 percent during the examination period, the holder shall pay all of the reasonable and actual costs of the examination.” The identified underpayment due to the SMCTC from our review did not exceed the 5.00% threshold for the review period. Thus, we did not include the reimbursement of audit fees in our findings.

RECOMMENDATIONS

A&S recommends that the SMCTC pursue payment of \$199,767 from AT&T for the underpayment of franchise and PEG fees, including interest charges. Based on our review, it is reasonable to assume that some of the findings noted in this report could apply to franchise and PEG fees paid to the SMCTC in future quarters. A&S proposes that the SMCTC request that AT&T maintain all relevant financial records in case the SMCTC decides to review additional years later. The financial records should include accounting records, general ledgers, the number of subscribers, and data for advertising revenues. It is imperative to maintain these records because clerical errors, changes in accounting methods, or unique situations that would not surface during the year may be discovered under direct questions and analyses.



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 7

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: GENERAL ADMINISTRATION REPORT

RECOMMENDATION:

It is recommended the Board receive a verbal report from staff regarding the following administration matters:

- 1) Remaining meetings in Calendar Year 2017
- 2) Classification and Compensation Study - Update
- 3) Telecom Advocacy Coalition - Lobbying Efforts Update

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetro.cable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 8

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: CHANNEL LICENSEE REPORTS

RECOMMENDATION:

It is recommended the Board receive verbal reports from the representatives of the following Channel Licensees who are present:

- A) Access Sacramento
- B) Capital Public Radio
- C) KVIE, Inc.
- D) Sacramento Faith TV
- E) Sacramento Educational Cable Consortium

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 9

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: STATE FRANCHISEE REPORTS

RECOMMENDATION:

It is recommended the Board receive verbal reports from representatives of the following state franchisees who are present:

- A) AT&T
- B) Comcast
- C) Consolidated Communications

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 • (916) 874-6661 • Fax: (916) 854-9666 • www.sacmetroable.tv

A Joint Powers Agency Representing Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento

AGENDA ITEM NO. 10

DATE: July 19, 2017
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: PUBLIC COMMENTS

RECOMMENDATION:

It is recommended the Board receive comments from the public on matters that are not on the agenda.

Respectfully submitted,

ROBERT A. DAVISON, Executive Director
Sacramento Metropolitan Cable Television Commission