



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

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

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION REGULAR BOARD MEETING OCTOBER 4, 2018

Sacramento County Board Chambers
700 H Street, Suite 1450
Sacramento, California

ACTION SUMMARY

CALL TO ORDER / ROLL CALL

Chair Detrick called the meeting to order at 2:31 p.m.

Board Members Present: Steve Detrick, Matt Bryant (Alternate for Larry Carr), Albert J. Fox, Vice Chair Matt Hedges (Alternate for Sue Frost), Lori Heuer, Susan McKee (Alternate for Patrick Kennedy), Lisa Nava (Alternate for Phil Serna), Don Nottoli, Sarah Pollo, (Alternate for Eric Guerra), Matt Read (Alternate for Steve Hansen)

Board Members Absent: Howard Schmidt (Alternate for Susan Peters), Ex-Officio Garrett Gatewood

Staff Present: Executive Director Bob Davison, Legal Counsel Joshua Nelson, Administrative Services Officer III Karen Liu

Director Nava led the Pledge of Allegiance.

ITEM NO. 1) CONFERENCE WITH LEGAL COUNSEL

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
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 – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Name of Case: SMCTC v. Comcast Cable Communications Management, LLC
Case No. 2:18-CV-00500
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Name of Case: SMCTC v. Comcast Cable Communications Management, LLC
Case No. 2:18-AT-00694

Board Action:

The Board adjourned to a closed session at 2:33 p.m.

Chair Detrick reconvened the meeting at 2:50 p.m. Legal Counsel Joshua Nelson announced there was no reportable action.

ITEM NO. 2) RESOLUTION NO. 2018-014, ADOPTING THE FISCAL YEAR 2018-19 FINAL GENERAL FUND (094A) BUDGET AND RESOLUTION NO. 2018-015, ADOPTING THE FISCAL YEAR 2018-19 FINAL PEG FEE FUND BUDGET

Executive Director Bob Davison stated the Fiscal Year 2018-19 General Fund & PEG Fee Fund Final Budgets were prepared based on the Fiscal Year 2017-18 Budget year-end actuals; journal entries that were made resulting from the Cable Commission's Fiscal Years 2015-16 and 2016-17 audit that was recently completed; and revenues received to date in Fiscal Year 2018-19.

Board Action:

On a motion by Director Nottoli, seconded by Director Hedges, the Board approved Resolution No. 2018-014, adopting the Fiscal Year 2018-19 Final General Fund (094A) Budget and Resolution No. 2018-015, Adopting the revised Fiscal Year 2018-19 Final PEG Fee Fund Budget (placed at the dais), to include the following exhibits and attachment presented with the staff report:

- Exhibit I – FY 2017-18 Budget and Actuals / FY 2018-19 Final General Fund (094A) Budget;
- Exhibit II – FY 2017-18 Budget and Actuals / FY 2018-19 Final PEG Fee Fund (094B) Budget;
- Attachment 3 – FY 2018-19 Staffing (revised October 4, 2018).

AYES: Detrick, Bryant (Alternate for Carr), Fox, Hedges (Alternate for Frost), Heuer, McKee (Alternate for Kennedy), Nava (Alternate for Serna), Nottoli, Pollo (Alternate for Guerra), Read (Alternate for Hansen)

NOES: None

ABSTAIN: None

ABSENT: Schmidt (Alternate for Peters)

ITEM NO. 3) RESOLUTION NO. 2018-017, APPROVING THE AGREEMENT FOR MANAGEMENT SERVICES WITH THE COUNTY OF SACRAMENTO (EXECUTIVE DIRECTOR FOR THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION)

Executive Director Bob Davison explained the Resolution is to approve the updated Agreement for Management Services with the County of Sacramento, which documents that he will continue to serve as the part-time Executive Director under the direction of the Commission Board, in his current position as the Chief of the County Engineering Division. The Agreement is to be forwarded to the Sacramento County Board of Supervisors for approval.

Board Action:

On a motion by Director Nava, seconded by Director Fox, the Board approved Resolution No. 2018-017, Approving the Agreement for Management Services with the County of Sacramento (Executive Director for the Sacramento Metropolitan Cable Television Commission).

AYES: Detrick, Bryant (Alternate for Carr), Fox, Hedges (Alternate for Frost), Heuer, McKee (Alternate for Kennedy), Nava (Alternate for Serna), Nottoli, Pollo (Alternate for Guerra), Read (Alternate for Hansen)

NOES: None

ABSTAIN: None

ABSENT: Schmidt (Alternate for Peters)

ITEM NO. 4) ADDITION OF SECOND METRO CABLE TECHNICAL COORDINATOR POSITION

Executive Director Bob Davison explained due to the level of complexity, degree of involvement, and independent work currently being performed by Metro Cable's Technical Assistant, a second Technical Coordinator position is recommended to replace the Technical Assistant position on the list of funded positions for Fiscal Year 2018-19. The addition of the second Technical Coordinator position is contingent upon the promotion of the Metro Cable Technical Assistant to a Technical Coordinator.

Board Action:

On a motion by Director McKee, seconded by Director Heuer, the Board approved the addition of the second Metro Cable Technical Coordinator position to the list of funded positions for Fiscal Year 2018-19; contingent upon the promotion of the Metro Cable Technical Assistant to a Technical Coordinator.

AYES: Detrick, Bryant (Alternate for Carr), Fox, Hedges (Alternate for Frost), Heuer, McKee (Alternate for Kennedy), Nava (Alternate for Serna), Nottoli, Pollo (Alternate for Guerra), Read (Alternate for Hansen)

NOES: None

ABSTAIN: None

ABSENT: Schmidt (Alternate for Peters)

ITEM NO. 5) AUDITED FINANCIAL STATEMENTS AND OTHER REPORTS FOR THE FISCAL YEARS ENDED JUNE 30, 2016 AND JUNE 30, 2017

Executive Director Bob Davison stated the audit had two minor findings related to internal controls, along with recommendations made by the auditor to correct the deficiencies, which staff will implement.

Board Action:

The Board received and filed the audited financial statements and other reports for the Fiscal Years Ended June 30, 2016 and June 30, 2017.

ITEM NO. 6) RESOLUTION NO. 2018-016, AMENDING THE CONFLICT OF INTEREST CODE FOR THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

Executive Director Bob Davison explained the Resolution amending the Conflict of Interest Code for the Sacramento Metropolitan Cable Television Commission now includes the language requested by Sacramento County; and stated the updated Calendar Year 2018 list of Designated Positions documents a new Board Alternate appointment for the City of Citrus Heights.

Board Action:

On a motion by Director Nottoli, seconded by Director Bryant, the Board approved Resolution No. 2018-016, Amending the Conflict of Interest Code (Exhibit A); approved the update to the Designated Positions for Calendar Year 2018; and delegated authority to the Executive Director and Legal Counsel to make minor changes to the documents as needed.

AYES: Detrick, Bryant (Alternate for Carr), Fox, Hedges (Alternate for Frost), Heuer, McKee (Alternate for Kennedy), Nava (Alternate for Serna), Nottoli, Pollo (Alternate for Guerra), Read (Alternate for Hansen)

NOES: None

ABSTAIN: None

ABSENT: Schmidt (Alternate for Peters)

ITEM NO. 7) CALENDAR YEAR 2019 QUARTERLY BOARD MEETING SCHEDULE

Executive Director Bob Davison indicated the Calendar Year 2019 Quarterly Board Meeting Schedule identifies the dates of the four meetings scheduled in 2019.

Board Action:

The Board received and filed the Calendar Year 2019 Quarterly Board Meeting Schedule.

ITEM NO. 8) GENERAL ADMINISTRATION REPORT

Executive Director Bob Davison provided a verbal report on the following items:

1. the Comcast's Calendar Years 2015 & 2016 Audit which was deferred from the June 7, 2018 meeting to today's meeting has not been completed yet;
2. the Commission entered into an Agreement to participate in a Coalition formed to file reply comments to the Federal Communications Commission (FCC) Orders regarding small cell and cable franchise fee "in-kind" proceedings; and
3. the city of Sacramento's PSA regarding its Water Wise Services Pilot Program.

ITEM NO. 9) CHANNEL LICENSEE REPORTS

Liz Rhodes, Executive Director of the Sacramento Educational Cable Consortium stated they had a busy summer moving to a new home; creating a new logo to capitalize who they are; and the implementation of new SEVA labs which are currently underway, as well as enhancements to be made to existing SEVA labs.

Gary Martin, Executive Director of Access Sacramento reported they are experiencing the highest membership ever with 450 members; KUBU is now in its 5th year of operations; and awards will be handed out at the 19th Annual *A Place Called Sacramento* film festival scheduled for October 6, 2018.

David Lowe, President of KVIE congratulated Director Sarah Pollo on being nominated for *40 Under 40* by the Sacramento Business Journal, which celebrates 40 of the region's brightest and most talented up-and-comers in 2018. A video of KVIE's digital studios was shown.

ITEM NO. 10) STATE FRANCHISEE REPORTS

Philip Arndt, Comcast's Director of Government Affairs announced the Comcast Internet Essentials Program is a great success, connecting more than 6 million low-income Americans to high-speed, low-cost Internet at home. Comcast has met with EDD to discuss expanding the programs to include low-income veterans.

ITEM NO. 11) PUBLIC COMMENTS

There were no comments received from the public.

ADJOURNMENT

With no other business to conduct, Chair Detrick adjourned the regular meeting at 3:58 p.m.

Respectfully submitted,



Karen Liu, Administrative Services Officer III