



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 ♦ (916) 874-6661 ♦ Fax: (916) 854-9666 ♦ www.sacmetrocastv.com

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 REGULAR BOARD MEETING

(Board Members may participate via teleconference.)

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

THURSDAY, SEPTEMBER 3, 2020

2:30 p.m.

(Revised September 2, 2020)

Board Members: Larry Carr, Steve Detrick, Sue Frost, Garret Gatewood, Eric Guerra, Steve Hansen, Patrick Kennedy, Porsche Middleton, Don Nottoli, Susan Peters, Phil Serna, Andy Morin
Elected Alternates: Robert McGarvey, Stephanie Nguyen, Steve Miller
Appointed Alternates: Matt Bryant (Carr), Matt Hedges (Frost), Sarah Pollo (Guerra), Matt Read (Hansen), Keaton Riley (Kennedy), Howard Schmidt (Peters), Lisa Nava (Serna)

PUBLIC COMMENT PROCEDURES

In compliance with directives of the County, State, and Centers for Disease Control and Prevention (CDC), this meeting is livestreamed and closed to public attendance. Meeting procedures are subject to change pursuant to guidelines related to social distancing and minimizing person-to-person contact.

Live Meeting Comments

The public will be given an opportunity to make a verbal public comment during this meeting. The public comment phone line will open 15 minutes prior to the start of the meeting. Refer to the agenda and listen to the live meeting to determine when is the best time to call to be placed in queue to make a public comment. Callers may be on hold for an extended period of time and should plan accordingly. Dial (916) 875-2500 and follow the prompts to be placed in queue for a specific agenda item or off-agenda matter. When the Chair opens public comment for a specific agenda item or off-agenda matter, callers will be transferred from the queue into the meeting to make a verbal comment. Each agenda item queue will remain open until the public comment period is closed for that specific item.

Written Comments

Written comments can be emailed to liuk@saccounty.net by 5:00 p.m. Wednesday, Sept. 2, 2020. Include the meeting date and agenda item number; provide your first and last name; and organization you belong to, if any.

Mail a comment to Sacramento Metropolitan Cable Television Commission at 799 G Street, 4th Floor, Sacramento, CA. 95814. Include meeting date and agenda item number; your first and last name; and organization you belong to, if any.

Members of the public are encouraged to submit public written comments or video comments electronically. Public comments will be distributed to members of the Commission and filed in the meeting record. Written comments will be read during the agenda item that the comment is related to, subject to a 3-minute limitation, except as provided below. If more than twenty written comments are received on any item, the Clerk may summarize the general nature of the comments and read the summary into the record.

How to Submit Videos

Video submissions may be delivered to the Commission Clerk electronically to liuk@saccounty.net in the following formats – MP4, MOV, MPG, WMV. DVD submissions must be delivered to the Commission at 799 Street, 4th Floor, Sacramento, CA. 95814 by **5:00 p.m., Wednesday, September 2, 2020.**

Video submissions will be shown during the meeting limited to the first ten video submissions. Video submissions may not exceed 5 minutes in length.

How to View a Meeting

The meeting is recorded and cablecast live on Metro Cable 14 on the Comcast, Consolidated Communications, and AT&T U-Verse systems and streamed/webcast live at <http://metro14live.saccounty.net>. It is closed captioned for hearing impaired viewers. There will be a rebroadcast of this meeting on Saturday, September 5, 2020 at Noon and Sunday, September 6, 2020 at 9:00 a.m.

How to Access Meeting Material

The online version of the Agenda and associated material is available at www.sacmetroable.tv. Some documents may not be posted online because of size or format (maps, site plans, and renderings). Contact the Cable Commission's Administration Office at (916) 874-6662 to obtain copies of documents.

How to Request an Accommodation

Requests for accommodations pursuant to the Americans with Disabilities Act (ADA) should be made with the Clerk of the Board by telephone at (916) 874-6662 (voice) or SacMetro@saccounty.net (e-mail) 24 hours prior to the meeting.

CALL TO ORDER

Roll Call

ITEM NO. 1) CONFERENCE WITH LEGAL COUNSEL

- A. 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

ITEM NO. 1) CONFERENCE WITH LEGAL COUNSEL (CONT'D)

- 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-AT-00694
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Name of Case: Anne Arundel, Sacramento Metropolitan Cable Television
Commission, et al v. United States and FCC
Case No. 19-44165 (Anne Arundel et al.) Consolidated with other cases in the Sixth
Circuit Court of Appeal: Lead Case: Eugene Oregon v. US, 19-4161

Action:

Adjourn to a closed session to discuss the closed session items, and report out, if necessary.

ITEM NO. 2) RESOLUTION NO. 2020-007, ADOPTING THE FISCAL YEAR 2020-21 FINAL GENERAL FUND BUDGET AND RESOLUTION NO. 2020-008, ADOPTING THE FISCAL YEAR 2020-21 FINAL PEG FEE FUND BUDGET

For this item only, Channel Licensees and Member Agencies may submit comments not to exceed 5 minutes in length.

Action:

Approve Resolution No. 2020-007 (Attachment 1), Adopting the Fiscal Year 2020-21 Final General Fund (094A) Budget, and Resolution No. 2020-008 (Attachment 2), Adopting the Fiscal Year 2020-21 Final PEG Fee Fund (094B) Budget, to include the following documents:

- Exhibit 1 – FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final General Fund (094A) Budget Summary;
- Exhibit 2 – FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final PEG Fee Fund (094B) Budget Summary (**Revised 9/2/2020**);
- Attachment 3 - Resolution No. 2020-009, Approving the First Amendment to FY 2020-21 Pro-Forma Annual Funding and Performance Agreement for the Channel Licensees and Authorizing Execution of These Amendments for the Individual Channel Licensees;
- Attachment 4 - First Amendment to FY 2020-21 Pro Forma Annual Funding and Performance Agreement for Channel Licensee;
- Attachment 5 - Metro Cable's FY 2020-21 PEG Fee Funding Request;
- Attachment 6 – Metro Cable's FY 2020-21 PEG Fee Funding Request c/o Regional Transit
- Attachments 7-12 – Member Agency's FY 2020-21 PEG Fee Funding Requests;
- Attachment 13 – County of Sacramento's **Revised** FY 2020-21 PEG Fee Funding Request;
- Attachment 14-17 – Channel Licensee's FY 2020-21 PEG Fee Funding Requests;
- **Attachment 18 – Resolution No. 2020-010, Approving and Authorizing Execution of the FY 2020-21 PEG Fee Funding Agreements for Member Agencies of the SMCTC;**
- **Attachment 19 – Fiscal Year 2020-21 Pro Forma PEG Fee Funding Agreement for Member Agency.**

ITEM NO. 3) BESTNet MOU – APPROVAL OF EXTENSION AFTER DECEMBER 2023

ITEM NO. 3) BESTNet MOU – APPROVAL OF EXTENSION AFTER DECEMBER 2023 (CONT'D)

Action:

Approve and authorize the Executive Director, after consultation with Commission Counsel, to execute the BESTNet Memorandum of Understanding (MOU) to provide for continued use of the BESTNet system by SECC and schools after December 2023 - if the MOU does not provide for any funding or cost obligations to be paid by SMCTC.

ITEM NO. 4) SMCTC JOINT POWERS AGREEMENT - UPCOMING DETERMINATION OF CONTINUATION OR DISSOLUTION OF SMCTC AFTER DECEMBER 23, 2024

Action:

Authorize the Executive Director, with assistance from the Commission's Legal Counsel, to contact the Commission's seven member agencies to begin the discussion of the future of the Commission and Metro Cable 14; and if the Commission desires, appoint an ad hoc Board member subcommittee to work on this issue and meet with member agencies.

ITEM NO. 5) CONFLICT OF INTEREST CODE (APPENDIX A) - LIST OF DESIGNATED POSITIONS FOR CY 2020

Action:

Approve the list of Designated Positions for Calendar Year 2020 (Appendix A) related to the Cable Commission's Conflict of Interest Code.

ITEM NO. 6) REVIEW OF PROCUREMENT CARD USAGE (FEBRUARY 1, 2018 TO JANUARY 31, 2020)

Action:

Receive and file the annual review of the Procurement Card usage for the period February 1, 2018 through January 31, 2020.

ITEM NO. 7) REVIEW OF FRANCHISE & PEG FEES REMITTED BY CONSOLIDATED COMMUNICATIONS, INC. FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2019

Action:

Receive and file the review of franchise and PEG fees paid by Consolidated Communications, Inc., to the Sacramento Metropolitan Cable Television Commission (Commission) for the period January 1, 2018 through December 31, 2019.

ITEM NO. 8) CALENDAR YEAR 2021 QUARTERLY BOARD MEETING SCHEDULE

Action:

Receive and file the Quarterly Board Meeting Schedule for Calendar Year 2021.

ITEM NO. 9) GENERAL ADMINISTRATION REPORT

Action:

Receive a verbal report from staff on the following administrative matters:

- a. FCC In-kind Proceeding – Update
- b. Remaining Meetings in Calendar Year 2020

ITEM NO. 10) CHANNEL LICENSEE REPORTS

Action:

Receive and file reports and comments, if any, from representatives of the following Channel Licensees:

- a. Access Sacramento
- b. Capital Public Radio
- c. KVIE, Inc.
- d. Sacramento Faith TV
- e. Sacramento Educational Cable Consortium

ITEM NO. 11) STATE FRANCHISEE REPORTS

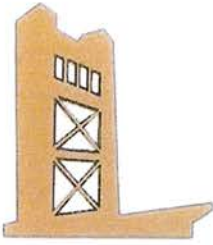
Action:

Receive and file reports and comments, if any, from representatives of the following State Franchisees:

- a. AT&T
- b. Comcast
- c. Consolidated Communications, Inc.

ITEM NO. 12) PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

ADJOURNMENT



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

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AGENDA ITEM NO. 1

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: CONFERENCE WITH LEGAL COUNSEL

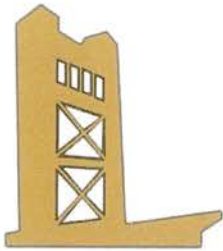
RECOMMENDATION:

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(d)(1)
Name of Case: SMCTC v. Comcast Cable Communications Management, LLC
Case No. 2:18-CV-00500
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
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- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9(d)(1)
Name of Case: Anne Arundel, Sacramento Metropolitan Cable Television Commission, et al v. United States and FCC
Case No. 19-44165 (Anne Arundel et al.) Consolidated with other cases in the Sixth Circuit Court of Appeal - Lead case: Eugene Oregon v. US, 19-4161

Respectfully submitted,

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



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AGENDA ITEM NO. 2

DATE: September 3, 2020 **(REVISED)**

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: **RESOLUTION NO. 2020-007, ADOPTING THE FISCAL YEAR 2020-21 FINAL GENERAL FUND BUDGET AND RESOLUTION NO. 2020-008, ADOPTING THE FISCAL YEAR 2020-21 FINAL PEG FEE FUND BUDGET**

RECOMMENDATION:

It is recommended the Board approve Resolution No. 2020-007 (Attachment 1), Adopting the Fiscal Year 2020-21 Final General Fund (094A) Budget, and Resolution No. 2020-008 (Attachment 2), Adopting the Fiscal Year 2020-21 Final PEG Fee Fund (094B) Budget, to include the following documents:

- Exhibit 1 - FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final General Fund (094A) Budget Summary
- Exhibit 2 - FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final PEG Fee Fund (094B) Budget Summary **(Revised 9-2-2020)**
- Attachment 3 - Resolution No. 2020-009, Approving the First Amendment to Fiscal Year 2020-21 Pro-Forma Annual Funding and Performance Agreement for the Channel Licensees and Authorizing Execution of These Amendments for the Individual Channel Licensees
- Attachment 4 - First Amendment to Fiscal Year 2020-21 Pro Forma Annual Funding and Performance Agreement for Channel Licensee
- Attachment 5 - Metro Cable's Fiscal Year 2020-21 PEG Fee Funding Request
- Attachment 6 – Metro Cable's Fiscal Year 2020-21 PEG Fee Funding Request c/o Regional Transit
- Attachments 7-13 – Member Agency's Fiscal Year 2020-21 PEG Fee Funding Requests
- Attachment 14-17 – Channel Licensee's Fiscal Year 2020-21 PEG Fee Funding Requests
- **Attachment 18 – Resolution No. 2020-010, Approving and Authorizing Execution of the PEG Fee Fiscal Year 2020-21 PEG Fee Funding Agreement for Member Agencies of the SMCTC**
- **Attachment 19 – Fiscal 2020-21 Pro Forma PEG Fee Funding Agreement for Member Agencies**

DISCUSSION:

On June 18, 2020, the Commission Board approved Resolution Nos. 2020-001 and 2020-002, Adopting the Proposed Fiscal Year 2020-21 General Fund and PEG Fee Fund Budgets for the Sacramento Metropolitan Cable Television Commission.

Agenda Item No. 2

Resolution No. 2020-007, Adopting the Fiscal Year 2020-21 Final General Fund Budget and Resolution No. 2020-008, Adopting the Fiscal Year 2020-21 Final PEG Fee Fund Budget

Page 2

As reported at the June 18, 2020 Board meeting, the call for funding for PEG Fee Funding for Fiscal Year 2020-21 was delayed to July 2020, due to COVID-19.

The Fiscal Year 2020-21 Final PEG Fee Fund (094B) Budget as presented, now includes PEG funding for PEG equipment/facilities requested by the Commission’s seven member agencies, three channel licensees, Capital Public Radio, Metro Cable, and Regional Transit – resulting from the July call for funding.

General Fund (094A) Final Budget

The actual revenues and expenditures realized in the General Fund Budget for Fiscal Year 2019-20 resulted in an increase of \$115,051 in the carry forward balance for Fiscal Year 2020-21 (from \$500,882 to \$615,933), which is based upon the trued up fund balance as reported in the County’s COMPASS accounting system.

The Fiscal Year 2020-21 Final General Fund (094A) Final Budget as presented includes adjustments to the following line items:

G/L Line Item	FY 2020-21 Preliminary Budget	FY 2020-21 Final Budget	Explanation
EXPENDITURES			
Salaries & Wage – Extra Help	\$25,000	\$40,000	Additional funding for Temp agency help.
Data Processing	\$10,000	\$0	G/L Account no longer needed.
Hardware	\$6,200	\$16,700	Additional funding for computers.
Sac County DTech System Development	\$20,000	\$30,000	Additional funding for County DTech support.
Member Agency Revenue Distribution	\$8,173,720	\$8,263,554	Increased mostly due to higher Carry-Over balance.
Contingency Appropriation	\$10,281	\$10,000	Minor adjustment as needed.

PEG Fee Fund (094B) Final Budget

The Fiscal Year 2020-21 Final PEG Fee Fund (094B) Budget as presented includes adjustments to the following line items:

G/L Line Item	FY 2020-21 Preliminary Budget	FY 2020-21 Final Budget	Explanation
EXPENDITURES			
PEG Fee Funding for Member Agencies	\$711,034	\$1,974,416 \$1,969,568	Call for PEG funding was delayed to July 2020 due to COVID-19. The FY 2020-21 Final PEG Fee Fund Budget includes funding requested by member agencies, channel licensees, CPR, RT, and Metro Cable in August 2020 (received after the June 18, 2020 Budget Hearing)
PEG Fee Funding for Channel Licensees	\$0	\$1,605,245	
PEG Fee Funding for Metro Cable & RT	\$115,000	\$280,513	
Contingency Appropriation	\$3,079,161	\$50,236 \$55,086	Contingency reduced so funding can be allocated for PEG equipment/facilities funding requests, received in August 2020.

Agenda Item No. 2

Resolution No. 2020-007, Adopting the Fiscal Year 2020-21 Final General Fund Budget and Resolution No. 2020-008, Adopting the Fiscal Year 2020-21 Final PEG Fee Fund Budget

Page 3

RECOMMENDATION

It is recommended the Board approve Resolutions No. 2020-007 and 2020-008, Adopting the Fiscal Year 2020-21 Final General Fund (094A) and the Final PEG Fee Fund (094B) Budgets, along with the Exhibits, Resolutions, and Attachments included in this staff report.

Respectfully submitted,



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

Attachments:

- Exhibit 1 – FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final General Fund (094A) Budget Summary
- Exhibit 2 – FY 2019-20 Budget/Actuals / FY 2020-21 Proposed/Final PEG Fee Fund (094B) Budget Summary
- Attachment 3 - Resolution No. 2020-009, Approving and Authorizing Execution of the First Amendment to the Annual Funding and Performance Agreement for Channel Licensee (FY 2020-21)
- Attachment 4 - First Amendment to the FY 2020-21 Annual Funding and Performance Agreement for Channel Licensee
- Attachment 5 - Metro Cable's Fiscal Year 2020-21 PEG Fee Funding Request
- Attachment 6 – Metro Cable's Fiscal Year 2020-21 PEG Fee Funding Request for Regional Transit
- Attachments 7-13 – Member Agency's Fiscal Year 2020-21 PEG Fee Funding Requests
- Attachments 14-17 – Channel Licensees' Fiscal Year 2020-21 PEG Fee Funding Requests
- Attachment 18 – Resolution No. 2020-010, Approving and Authorizing Execution of the PEG Fee Fiscal Year 2020-21 PEG Fee Funding Agreement for Member Agencies of the SMCTC
- Attachment 19 – Fiscal 2020-21 Pro Forma PEG Fee Funding Agreement for Member Agencies

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2020-007

A RESOLUTION ADOPTING THE FISCAL YEAR 2020-21
FINAL GENERAL FUND (094A) BUDGET

WHEREAS, a hearing has been terminated during which time all additions and deletions to the proposed budget for Fiscal Year 2020-21 were made.

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the final budget for Fiscal Year 2020-21 for the General Fund (094A) is hereby adopted in accordance with the following:

Salaries and Employee Benefits (Object 10)	\$1,513,911
Services and Supplies (Object 20)	\$816,664
OPEB Expense (Object 30)	\$80,436
Channel Licensees – Operations (Object 30)	\$1,467,868
Depreciation Expense - Audit (Object 30)	\$2,500
County Wide Cost Allocation – A87 (Object 30)	\$6,000
Atrium 916 – Educational Rapid Response Project (Object 30)	\$100,000
Revenue Distribution – Member Agencies (Object 30)	\$8,263,554
O/C – Prior Year’s Audit Adjustment (Object 30)	\$310,000
Fund Balance Reserve	\$150,000
Equipment – Fixed Assets (Object 40)	\$2,500
Bonded Debt Services (Object 50)	\$2,500
Contingency Appropriation – Operations (Object 70)	\$10,000
FISCAL YEAR 2020-21 FINAL GENERAL FUND BUDGET TOTAL	\$12,725,933

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 Resolutions, Attachments, and Exhibits in the Fiscal Year 2020-21 Final 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 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 3rd day of September 2020, 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. 2020-008
(Revised September 2, 2020)

A RESOLUTION ADOPTING THE FISCAL YEAR 2020-21
FINAL 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 2020-21 were made.

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the final budget for Fiscal Year 2020-21 for the PEG Fee Fund (094B) is hereby adopted in accordance with the following:

Member Agency Facilities/Equipment (Object 20)	\$1,969,568
Sales Tax Adjustment – Board of Equalization (Object 20)	\$25
Channel Licensees - One Time Facilities/Equipment (Object 30)	\$1,605,245
Channel Licensees – Facilities/Equipment Base (Object 30)	\$177,265
O/C – Prior Year’s Expense (Object 30)	\$20,024
Equipment – Fixed Assets - Metro Cable Projects (Object 40)	\$280,513
Fund Balance Reserve (Object 70)	\$200,000
Contingency Appropriation (Object 70)	\$55,084
FISCAL YEAR 2020-21 FINAL PEG FEE FUND BUDGET TOTAL	\$4,307,724

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 2020-21 PEG Fee Fund Budget is hereby adopted in accordance with the listed Resolutions, Attachments, and Exhibits in the Fiscal Year 2020-21 Final 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, State of California, this 3rd day of September 2020, by the following vote, to wit:

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

ATTEST:

Clerk to the Board

Chair of the Board

EXHIBIT 1
GENERAL FUND (094A) BUDGET
Fiscal Year 2019-20 Budget and Actuals / Fiscal Year 2020-21 Proposed and Final General Fund Budget

	G/L #	FY 2019-20 Budget	FY 2019-20 ACTUALS	FY 2020-21 Proposed Budget	FY 2020-21 FINAL BUDGET
REVENUE					
Interest Income	94941000	\$150,000	\$131,736	\$100,000	\$100,000
Cable TV Franchise Fees	97978100	\$12,200,000	\$12,759,085	\$12,000,000	\$12,000,000
Cable TV Franchise Fees - AT&T CYs 2018 & 2019 Audit Finding (Underpayment Check)	97978100	\$0	\$43,682	\$0	\$0
Miscellaneous Other Revenue	97979000	\$10,000	\$13,035	\$10,000	\$10,000
REVENUE ACCOUNTS TOTAL		\$12,360,000	\$12,947,538	\$12,110,000	\$12,110,000
Fund Balance / Carry Forward		\$810,092	\$810,092	\$500,882	\$615,933
GRAND REVENUE TOTAL		\$13,170,092	\$13,757,630	\$12,610,882	\$12,725,933
EXPENDITURES					
Salaries & Wages / Benefits					
Salaries & Wages - Employees	10111000	\$531,603	\$511,230	\$552,781	\$552,781
Salaries & Wages - Extra Help	10112100	\$20,000	\$29,509	\$25,000	\$40,000
Salaries & Wages - Commission Members	10112400	\$6,600	\$2,400	\$6,600	\$6,600
OT (Time & One-Half) - COMPASS Conversion	10113200	\$2,000	\$448	\$2,000	\$2,000
Terminal Pay - COMPASS Conversion	10115200	\$14,132	\$14,132	\$0	\$0
Retirement	10121000	\$132,484	\$98,460	\$133,746	\$133,746
Retirement Health Savings Plan (OPEB Trust) - New G/L Acct 30300200 (FY 20-21)	10121300	\$78,002	\$78,002	\$0	\$0
OASDHI (Social Security Act)	10122000	\$44,284	\$34,385	\$45,883	\$45,883
Group Insurance	10123000	\$197,478	\$50,260	\$204,633	\$204,633
Dental Insurance	10123002	\$11,375	\$7,703	\$8,000	\$8,000
Workers Comp Insurance	10124000	\$17,458	\$0	\$17,458	\$17,458
SDI Insurance	10125000	\$2,810	\$1,937	\$2,810	\$2,810
Pension Retirees (Obligation for FYs 2019-20 through 2022-23 = \$500,000/FY)	10126000	\$500,000	\$500,000	\$500,000	\$500,000
BENEFITS SUBTOTAL		\$998,023	\$770,747	\$912,530	\$912,530
SALARIES & WAGES / BENEFITS TOTAL	10 TOTAL	\$1,558,226	\$1,328,466	\$1,498,911	\$1,513,911
Books/Periodical Service	20202100	\$1,500	\$1,083	\$1,500	\$1,500
Film Supplies	20202500	\$11,000	\$5,816	\$17,150	\$17,150
Business Travel	20203100	\$19,500	\$1,829	\$5,600	\$5,600
Education & Training Supplies	20203500	\$3,500	\$1,723	\$3,850	\$3,850
Employee Recognition	20203800	\$1,500	\$550	\$1,500	\$1,500
Employee Transportation	20203900	\$4,000	\$996	\$1,900	\$1,900
Insurance - General Liability	20205100	\$21,008	\$0	\$25,000	\$25,000
Insurance - Bond / Pollution / Property	20205300	\$1,056	\$0	\$1,250	\$1,250
Membership Dues	20206100	\$4,900	\$4,034	\$5,000	\$5,000
Office Supplies	20207600	\$15,000	\$15,039	\$25,000	\$25,000
Postal Services	20208100	\$1,250	\$1,114	\$1,250	\$1,250
Printing Services	20208500	\$2,000	\$1,916	\$3,000	\$3,000
Modular Furniture - Added by County w/Admin Office Reconf	20226400	\$500	\$0	\$5,000	\$5,000
Radio/Elect Maintenance - Added by County in FY 2019-20	20227200	\$0	\$127	\$250	\$250
Accounting Services	20250500	\$20,000	\$13,647	\$20,000	\$20,000
Legal Services	20253100	\$200,000	\$107,928	\$200,000	\$200,000
Security Service	20257100	\$500	\$296	\$500	\$500
Other Professional Services	20259100	\$208,000	\$96,331	\$171,500	\$171,500
Data Processing (Use for Equip Purchase for Office 2010 Conv by 1/2020)	20281200	\$10,000	\$0	\$10,000	\$0
Hardware	20281201	\$5,900	\$5,328	\$6,200	\$16,700
Software - Added by County for VISIO Software (Metro Cable)	20281202	\$12,500	\$5,723	\$13,950	\$13,950
Sales Tax Adjustment - Board of Equalization - Added by County	20281304	\$150	-\$69	\$150	\$150
Interpreter Svcs (Closed Captioning)	20283200	\$100,000	\$72,045	\$100,000	\$100,000
DTech - County-wide IT Services - ACP	20291000	\$7,000	\$5,564	\$7,000	\$7,000
DTech - System Dev (I/O for Desktop Support/Labor/Web Site Publishing)	20291100	\$40,000	\$24,684	\$20,000	\$30,000
DTech Labor-AC (formerly Sys Dev Supplies) - Changed by County (FY 2019-20)	20291200	\$10,000	\$9,008	\$44,201	\$44,201
COMPASS Costs	20291500	\$3,000	\$1,839	\$3,000	\$3,000
DTech - Wide Area Network (WAN) Costs	20291600	\$32,000	\$31,785	\$32,000	\$32,000
GS - Messenger Services	20292300	\$1,600	\$1,487	\$1,600	\$1,600
GS - Purchasing Svcs Allocation	20292500	\$100	\$206	\$200	\$200
GS - Equipment Rental - Light	20292800	\$11,000	\$9,882	\$10,000	\$10,000

EXHIBIT 1
GENERAL FUND (094A) BUDGET
Fiscal Year 2019-20 Budget and Actuals / Fiscal Year 2020-21 Proposed and Final General Fund Budget

	G/L #	FY 2019-20 Budget	FY 2019-20 ACTUALS	FY 2020-21 Proposed Budget	FY 2020-21 FINAL BUDGET
GS - Fuel Usage- Light	20293800	\$100	\$44	\$100	\$100
County Facility Use (Rent/Lease)	20294200	\$46,130	\$33,106	\$52,500	\$52,500
GS -Parking Charges	20296200	\$10,000	\$9,784	\$10,015	\$10,015
Telephone Services - Cell Phones	20298701	\$2,000	\$1,723	\$2,000	\$2,000
Telephone Services - Land Line (Replaced G/L #202987800 in FY 2019-20)	20298703	\$3,000	\$2,906	\$3,000	\$3,000
Telephone Installations (Added Phone to New Admin Work Station)	20298900	\$500	\$0	\$1,000	\$1,000
SERVICES AND SUPPLIES TOTAL	20 TOTAL	\$810,194	\$467,474	\$806,166	\$816,666
OPEB Expense (New GL Acct Created per Lincoln Bogard's 4-27-2020 E-mail)					
OPEB Expense	30300200	\$0	\$0	\$80,436	\$80,436
Contract Service (Channel Licensees) - 4.54% COLA (FY 2020-21)					
Access Sac - Operations Base	30310500	\$521,135	\$521,135	\$544,690	\$544,690
Access Sac - HT-TV Operations Base	30310500	\$67,790	\$67,790	\$70,854	\$70,854
Access Sac - GOTW Operations Base	30310500	\$58,979	\$58,979	\$61,645	\$61,645
Access Sac - Grand Total	30310500	\$647,904	\$647,904	\$677,189	\$677,189
Capital Public Radio - Oper Base	30310500	\$23,439	\$23,439	\$24,498	\$24,498
Capital Public Radio - Equipment	30310500	\$8,996	\$8,996	\$0	\$0
KVIE Operations Base	30310500	\$256,357	\$256,357	\$267,944	\$267,944
SECC Operations Base	30310500	\$333,411	\$333,411	\$348,481	\$348,481
SECC Operations - Staffing (Approved by Board or FY 2019-20)	30310500	\$70,000	\$70,000	\$73,164	\$73,164
BESTNet Operations Base	30310500	\$73,279	\$73,279	\$76,591	\$76,591
CONTRACT SERVICE (CHANNEL LICENSEES) TOTAL		\$1,413,386	\$1,413,386	\$1,467,867	\$1,467,867
Depreciation Expense (From Audit)	30332002	\$2,500	\$0	\$2,500	\$2,500
Sac County CW Cost Allocation - Added by County FY 2019-20	30348000	\$0	\$6,499	\$6,000	\$6,000
Sac County Wide Cost Allocation (A87)	30348001	\$5,000	\$0	\$0	\$0
Sacramento - COVID-19 Education Rapid Response Proposal (Atrium 916)	30370000	\$0	\$0	\$100,000	\$100,000
Contributions to Other Agencies (Member Agencies Rev Distribution)					
Citrus Heights (FY 2019-20 Revenue Distribution)	30370000	\$525,735	\$552,576	\$0	\$0
Elk Grove (FY 2019-20 Revenue Distribution)	30370000	\$1,038,550	\$1,108,500	\$0	\$0
Folsom (FY 2019-20 Revenue Distribution)	30370000	\$476,441	\$513,554	\$0	\$0
Galt (FY 2019-20 Revenue Distribution)	30370000	\$158,077	\$162,662	\$0	\$0
Rancho Cordova (FY 2019-20 Revenue Distribution)	30370000	\$444,430	\$493,235	\$0	\$0
Sacramento (FY 2019-20 Revenue Distribution)	30370000	\$3,032,679	\$3,215,180	\$0	\$0
Sacramento County (FY 2019-20 Revenue Distribution)	30370000	\$3,547,374	\$3,736,664	\$0	\$0
Fiscal Year 2019-20 Revenue Distribution - Grand Total	30370000	\$9,223,286	\$9,782,371	\$0	\$0
Citrus Heights (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$461,709	\$466,783
Elk Grove (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$926,214	\$936,393
Folsom (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$429,104	\$433,820
Galt (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$135,908	\$137,407
Rancho Cordova (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$412,126	\$416,655
Sacramento (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$2,686,465	\$2,715,989
Sacramento County (FY 2020-21 Revenue Distribution)	30370000	\$0	\$0	\$3,122,194	\$3,156,507
Fiscal Year 2020-21 Revenue Distribution - Grand Total	30370000	\$0	\$0	\$8,173,720	\$8,263,554
CONTR TO OTHER AGENCIES (REVENUE DISTRIBUTION) TOTAL		\$9,223,286	\$9,782,371	\$8,173,720	\$8,263,554
O/C - PRIOR YEAR'S	30398000	\$0	\$0	\$310,000	\$310,000
OTHER CHARGES TOTAL	30 TOTAL	\$10,644,172	\$11,202,256	\$9,960,087	\$10,149,921
Fund Balance Reserved	7100000	\$150,000	\$150,000	\$150,000	\$150,000
Equip-SD-Non-Recon (Fixed Assets)	43430300	\$2,500	\$0	\$2,500	\$2,500
Oper Transfer Out - Lease Payments (799 G St Bldg Bonded Debt Svc)	50523000	\$2,500	\$0	\$2,500	\$2,500
Contingency Appropriation (Oper)	79790100	\$2,500	\$0	\$10,281	\$10,000
OTHER CHARGES TOTAL		\$157,500	\$150,000	\$165,281	\$165,000
GRAND EXPENDITURE TOTAL		\$13,170,092	\$13,141,697	\$12,610,882	\$12,725,933

EXHIBIT 2
PEG FEE FUND (094B)
FY 2019-20 Budgeted and Actuals / FY 2020-21 Final PEG Fee Fund Budget
(Revised September 2, 2020)

	G/L Acct	FY 2019-20 Budget	FY 2019-20 Year End Actuals	FY 2020-21 Proposed Budget	FY 2020-21 Final Budget
REVENUE					
Interest Income	94941000	\$50,000	\$52,488	\$30,000	\$30,000
PEG Fee Revenue	97978200	\$2,400,000	\$2,572,713	\$2,400,000	\$2,400,000
PEG Fee Revenue (AT&T CYs 2018/2019 Audit Finding - Underpayment)	97978200	\$0	\$8,890	\$0	\$0
Fund Balance / Carry Forward		\$2,281,975	\$2,281,975	\$1,872,507	\$1,877,724
REVENUE TOTAL		\$4,731,975	\$4,916,066	\$4,302,507	\$4,307,724
EXPENDITURES					
Inventoriable Equipment (Member Agencies)	20226500				
Citrus Heights (FY 2019-20 Project)		\$60,562	\$59,306	\$60,562	\$0
Citrus Heights (FY 2020-21 Project)		\$0	\$0	\$0	\$146,307
Elk Grove (FY 2019-20 Project)		\$115,540	\$108,273	\$0	\$0
Elk Grove (FY 2020-21 Project)		\$0	\$0	\$0	\$99,745
Folsom (FY 2019-20 Project)		\$104,768	\$0	\$104,768	\$70,026
Folsom (FY 2020-21 Project)		\$0	\$0	\$0	\$163,181
Galt (FY 2018-19 Project)		\$122,210	\$89,600	\$0	\$0
Galt (FY 2019-20 Project)		\$46,098	\$39,363	\$0	\$0
Galt (FY 2020-21 Project)		\$0	\$0	\$0	\$50,116
Rancho Cordova (FY 2018-19 Project)		\$304,804	\$194,832	\$0	\$0
Rancho Cordova (FY 2019-20 Project)		\$227,076	\$186,016	\$0	\$0
Rancho Cordova (FY 2020-21 Project)		\$0	\$0	\$0	\$156,866
Sacramento - City Hall (FY 2018-19 Project)		\$401,561	\$0	\$0	\$0
Sacramento - City Hall (FY 2019-20 Project)		\$497,277	\$0	\$497,277	\$497,277
Sacramento - Historic Hearing Chambers (FY 2019-20 Project)		\$48,427	\$0	\$48,427	\$0
Sacramento - Historic Hearing Chambers (FY 2020-21 Project)		\$0	\$0	\$0	\$149,184
Sacramento County (FY 2017-18 Project - DTech Labor - Hyland)		\$52,517	\$0	\$0	\$0
Sacramento County (FY 2018-19 Project)		\$258,840	\$144,754	\$0	\$0
Sacramento County (FY 2019-20 Project)		\$407,800	\$222,263	\$0	\$0
Sacramento County (FY 2020-21 Project)		\$0	\$0	\$0	\$636,866
Invent Equip Subtotal (Member Agencies)		\$2,647,480	\$1,044,407	\$711,034	\$1,969,568
Sales Tax Adjustment - Board of Equalization Audit	20281304	\$0	-\$4	\$25	\$25
G/L Account 2000 Total		\$2,647,480	\$1,044,403	\$711,059	\$1,969,593
Support Service (Channel Licensees)					
Access Sac - Cablecast Radio: The Voice of Sacramento	30310400	\$93,979	\$93,979	\$0	\$23,313
Access Sac - Coloma TV Studio		\$100,971	\$100,971	\$0	\$51,304
Access Sac - HD Truck & Security Camera Expansion		\$0	\$0	\$0	\$135,393
Access Sac - NNB Development & Server		\$39,150	\$39,150	\$0	\$41,325
Access Sac - Office Equipment / Software / Cloud Mgmt		\$129,120	\$129,120	\$0	\$208,708
Access Sac - Remote Live Camera System		\$0	\$0	\$0	\$108,782
Access Sac - PEG Equipment Grand Total		\$363,220	\$363,220	\$0	\$568,825
CPR - Equipment		\$0	\$0	\$0	\$16,525
KVIE - Equipment		\$395,828	\$395,828	\$0	\$886,257
SECC - Equipment		\$85,102	\$85,102	\$0	\$22,437
SECC - Production Van		\$7,601	\$7,601	\$0	\$0
SECC - SEVA Labs		\$60,000	\$60,000	\$0	\$0
SECC - SEVA Student Home Studio Support		\$0	\$0	\$0	\$111,200
SECC - PEG Equipment Grand Total		\$152,703	\$152,703	\$0	\$133,637
BESTNet Phase III Completion (Years 6 & 7 Funding Rollover)		\$700,897	\$700,897	\$0	\$0
Support Svc Subtotal (Channel Licensees)		\$1,612,646	\$1,612,646	\$0	\$1,605,245

EXHIBIT 2
PEG FEE FUND (094B)
FY 2019-20 Budgeted and Actuals / FY 2020-21 Final PEG Fee Fund Budget
(Revised September 2, 2020)

	G/L Acct	FY 2019-20 Budget	FY 2019-20 Year End Actuals	FY 2020-21 Proposed Budget	FY 2020-21 Final Budget
Contract Service Inst (Channel Licensees)	30310500				
Access Sac Fac/Equip Base (FY 2020-21 COLA - 4.52%)		\$103,896	\$103,896	\$108,592	\$108,592
Access Sac - Coloma Center Rent		\$11,716	\$11,716	\$11,716	\$11,716
SECC Fac/Equip Base (FY 2020-21 COLA - 4.52%)		\$11,882	\$11,882	\$12,419	\$12,419
SECC - Rent		\$44,538	\$44,538	\$44,538	\$44,538
Contract Svc Inst Subtotal (Chan Licensees)		\$172,032	\$172,032	\$177,265	\$177,265
O/C - Prior Year's Exp (G/L Corr: SMCTC FY 2017-18 & FY 2018-19 Audit)	30398000	\$0	\$0	\$20,024	\$20,024
G/L Account 3000 Total		\$1,784,678	\$1,784,678	\$197,289	\$1,802,534
Equipment SD Non-Recon - Fixed Assets	43430300				
Administration Equipment/Facilities		\$0	\$0	\$30,000	\$30,000
AT&T VRAD Equipment		\$0	\$0	\$0	\$26,111
Comcast Headend		\$3,158	\$0	\$0	\$14,934
Member Agencies Control Rooms (Lap Tops & Software)		\$5,379	\$8,707	\$5,000	\$1,529
Metro Cable Control Room		\$23,725	\$0	\$0	\$49,199
Metro Cable Edit System (FY 2018-19 Project - Final Invoice)		\$6,906	\$10,484	\$0	\$0
Metro Cable Edit System (FY 2020-21 Project)		\$0	\$0	\$0	\$14,744
Metro Cable Flight Pack		\$24,797	\$0	\$0	\$29,386
Metro Cable Master Control		\$5,486	\$0	\$0	\$11,199
Metro Cable Server		\$29,507	\$0	\$0	\$38,178
Metro Cable Van		\$0	\$0	\$35,000	\$33,977
Metro Cable Workstations (PD & PC)		\$2,481	\$1,690	\$0	\$0
Regional Transit Control Room		\$0	\$0	\$45,000	\$31,257
Equip SD Non-Recon - Fixed Assets Sub-Total		\$101,438	\$20,881	\$115,000	\$280,513
G/L Account 4000 Total		\$101,438	\$20,881	\$115,000	\$280,513
Fund Balance Reserved	7100000	\$188,380	\$188,380	\$200,000	\$200,000
Contingency Appropriation	79790100	\$10,000	\$0	\$3,079,161	\$55,086
EXPENDITURE TOTAL		\$4,731,975	\$3,038,342	\$4,302,507	\$4,307,724

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2020-009

A RESOLUTION OF THE SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION APPROVING THE FIRST AMENDMENT TO FISCAL YEAR 2020-21 PRO-FORMA ANNUAL FUNDING AND PERFORMANCE AGREEMENT FOR THE CHANNEL LICENSEES AND AUTHORIZING EXECUTION OF THESE AMENDMENTS FOR THE INDIVIDUAL CHANNEL LICENSEES

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 First Amendment to Fiscal Year 2020-21 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 First Amendment to Fiscal Year 2020-21 Pro-Forma Funding and Performance Agreement (“Amendment”) as submitted for the purpose of providing revised Operations and Public, Education, Government (PEG) Facility funding for the Channel Licensees for the period of July 1, 2020 to June 30, 2021; and

FURTHER BE IF RESOLVED AND ORDERED that funding for Public, Education and Government (PEG) Channel for Channel Licensees is, and continues to be contingent upon the provision of the necessary documentation to substantiate PEG eligibility to the satisfaction of the Executive Director in consultation with Legal Counsel; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Executive Director is hereby authorized and directed to prepare and execute the Amendments with the Channel Licensees of the Sacramento Metropolitan Cable Television Commission, with the allowance for changes within the General Fund (094A) Budget and the PEG Fee Fund (094B) Budget and that the Executive Director, in consultation with Commission’s Legal Counsel, may make minor changes to the Amendments to effectuate the Board’s approvals; 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 3rd day of September 2020, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTTEST:

Clerk of the Board

Chair of the Board

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

**PRO FORMA ANNUAL FUNDING AND PERFORMANCE
FIRST AMENDMENT TO AGREEMENT FOR CHANNEL LICENSEE
FISCAL YEAR 2020-21**

THIS FIRST AMENDMENT TO 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, 2021.

This First Amendment to Agreement (the **“Amendment”**) 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. SMCTC and Licensee have entered into the Funding Agreement allocating initial funding to Licensee for Fiscal Year 2020-21. Section 1(b) of the Funding Agreement recognizes that the Parties will amend the Funding Agreement to reflect initially or decreased funding to Licensee as approved by the SMCTC Board of Directors at its September 3, 2020 meeting.

C. The SMCTC Board of Directors approved revised funding amounts for Licensee for Fiscal Year 2020-21 and the Parties wish to amend the Funding Agreement to reflect these changes.

WHEREFORE, THE PARTIES AGREE:

1. Amendment. Section 1 of the Funding Agreement to revised to read in full as follows:

“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 for Channel Licensees’ Operations and PEG/Facilities Equipment Bases:

FISCAL YEAR 2020-21	
(INSERT LICENSEE NAME) – Operations (General Fund)	\$ _____
(LICENSEE PROJECT NAME) Base – Operations (General Fund)	\$ _____
(LICENSEE PROJECT NAME) Base – Operations (General Fund)	\$ _____
PEG Fee Facilities/Equipment Bases (PEG Fund)	\$ _____
PEG Capital Facilities/Equipment (PEG Fund)	\$ _____
TOTAL FISCAL YEAR 2020-21 FUNDING	\$ _____

The above payments for Operations and PEG Fee Facilities/Equipment Bases have been and/or will be made on or about August 31, 2020 and February 28, 2021.

The above payments for PEG Capital Facilities/Equipment will be made on or about October 31, 2020 and March 30, 2021.

To the extent applicable, any changes to the Licensee's PEG funding proposal received after the date of the Funding Agreement is hereby incorporated into this Amendment and a copy of the same shall remain on file with SMCTC."

2. Funding Agreement. Except as expressly modified by this Amendment, the Funding Agreement remains in full force and effect.

(INSERT CHANNEL LICENSEE NAME)

**SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTACHMENT 5

METRO CABLE FY 2020-21 PEG FEE FUNDING REQUEST



799 G Street, 4th Floor, Sacramento, CA 95814 www.sacmetroable.tv

Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor,
Sacramento, CA 95814

August 26, 2020

Dear Bob Davison and Karen Liu,

Please consider this **revised** request for PEG funds available through SMCTC for broadcast-related equipment upgrades and replacement.

New projects/equipment have been added to our request:

- AT&T U-Verse Monitoring
- Control Room Laptops
- Van Purchase.

Due to reasons related to COVID distancing, and delays due to other priority projects, many of 2019-20 approved PEG projects were not completed. Metro Cable is re-requesting 2019-20 equipment. We are also requesting replacement of devices reaching the end of their useful life (EOL). Requested upgrades will improve efficiency, allow proper monitoring of broadcast signals and improve the quality of recordings and our broadcast feeds.

For Fiscal Year 2020-21, our channel would like to replace and improve audio visual equipment for: our main Control Room; Editing System; Comcast Head End; Master Control; Server; and Van-Flight Pack.

The items we would like to acquire through PEG grants are listed below, along with justification:

Control Room:

1. Multi-View Video Monitor with SDI Input Card
2. SSD Storage
3. Audio Monitors
4. Character Generator (Windows 10)
5. Distribution Amplifiers, Audio Embedders, Misc. Converters
6. Portable Video Recorder with Confidence Monitor

Justification:

- Current 40" monitor flickers and is at end of life. An SDI input card is needed for easy connection to our switcher.
- An expanded 2TB storage drive is needed for the Ki Pro Ultra Plus.
- Audio monitors replace aging ones with intermittent problems.
- New Compix CynerG2 CG replaces Windows 7 version of our Compix, which is out of warranty and cannot be used on the County network. Allows an extra channel of graphics or animation display.
- Distribution Amplifiers allow adjusted audio to be sent to multiple places. These replace aging ones.
- Audio Embedders insert audio into a video signal. These replace aging ones in control room rack.
- Miscellaneous converters will replace aging and undependable ones.
- Our current portable recorder with confidence monitor is no longer functional and needs to be replaced.



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Subtotal: \$ 45,240.58

Tax: \$ 3,958.55

Control Room Total: \$ 49,199.13

Editing System:

1. Apple iMac with Pro Tools
2. Portable Hard Drives
3. 20TB Thunderbolt RAID Array
4. Headphones, Mouse, Wireless USB Adapter
5. Misc. Cables
6. DVD Duplicator
7. DVD Label Printer
8. UPS for Editing PC
9. Wireless Microphone System

Justification:

- Apple computer offers flexibility for accomplishing editing projects using social distancing. Pro Tools allows editing unwanted audio elements from recordings, which we are unable to accomplish through Premiere.
- Eight portable 2TB SSD drives allow for faster transfer of video files at remote control rooms.
- 20 TB RAID array offers additional storage for HD meeting backup files, and for editing on the Edit PC.
- Headphones, Mouse, and Wireless USB adapter needed for iMac.
- Misc. Cables needed for Edit PC and iMac.
- DVD duplicator to replace one at end of life that is failing.
- DVD label printer to replace one at end of life.
- Uninterrupted Power Supply for the Editing PC would protect it from power fluctuations. Current one is past its expected life.
- Current wireless microphone system is out of FCC compliance and needs replacing.

Subtotal: \$ 13,557.26

Tax: \$ 1,186.26

Editing System Total: \$ 14,743.52

Head End:

1. Fiber Upgrade: Transceivers and related equipment will send broadcast signals bi-directionally, in IP format, between Citrus Heights, Sacramento City, Metro Cable's Master Control, and Comcast Head End.
2. Vendor Installation of IP Fiber Equipment.

- Aging analog fiber equipment has failed (Citrus Heights intermittently drops out). Bi-directional signal offers a redundant fiber path between Sacramento City and Citrus Heights control rooms and Metro Cable's Master Control. The new IP signal format should prevent failures related to variable distance runs and overdriven signals. IP equipment will be compatible with Comcast Head End requirements. Includes spare SFP modules.
- MaxCom will provide installation and integration at each location.

Subtotal: \$ 13,936.62



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Tax: \$ 997.20

Head End Total: \$ 14,933.82

Master Control:

1. Apple TV 4K
2. Ensemble Designs Frame
3. Ensemble Designs Network Card, Audio Card, and Down-conversion Card
4. 17" Video Monitor
5. 5 TB Hard Drive
6. Arm Mount for Monitor & Keyboard Drawer
7. Computer Monitor
8. Tektronix Waveform/Rasterizer (Video Signal Analyzer) Calibration
9. SlingBox Media Streamer

Justification:

- Apple TV allows us to watch Metro Cable's broadcast signal on multiple streams.
- Current Ensemble Designs card frame ran out of card space.
- Network card allows two Ensemble Designs frames to communicate with each other.
- Ensemble down-conversion card adds flexibility in our workflow – enables all HD workflow with SD down-conversion just prior to sending signal to Comcast. Audio card is vital.
- Video monitor replaces aging Wav/Vec/Multiview monitor.
- External hard drive for video file transfers
- Arm mount for monitor, and drawer to store keyboard are needed as rack space is limited.
- NEC 17" monitor replaces current one displaying Carousel/Server/Master Control devices.
- Our current Tektronix Waveform measures audio and video signals. It could use recalibration service.
- Our current SlingBox is at EOL, and needs replacing. SlingBox offers a way for crew to check the server signal remotely, for confidence, prior to taking the signal live.

Subtotal: \$ 10,297.88

Tax: \$ 901.06

Master Control Total: \$ 11,198.95

Server:

1. Tightrope Vio-4 Server with Bulletin Board
2. System Integration, Installation and Training

Justification:

- Current SX2 server, and Carousel (digital bulletin board) are at end of life and offer limited storage. As we move to an all HD workflow, more storage is needed on the server.
- Upgrading to a VIO four channel system allows for more playback, recording and automation options, including uploading videos to YouTube for archiving and public viewing; offers option of adding Over The Top (OTT) channels in the future.
- System Integration, installation, and training would ensure the system is properly installed, and Metro Cable staff receive in-depth training.

Subtotal: \$ 35,307.50



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Tax: \$ 2,870.66
Server Total: \$ 38,178.16

Van - Mobile Flight Pack

1. Mobile Switcher/Camera Kit (Flight Pack)
2. Tripods
3. Case for Flight Pack
4. Printed Logo Wrap for Van

Justification:

- Mobile Switcher/Camera Kit (all-in-one flight pack). This mobile solution allows us to phase out the van this Fiscal Year. It is more economical than operating the large production van, and upgrading aging van equipment.
- Camera Tripods to replace worn-out tripods.
- Flight Pack carrying case to move extra, rack-mounted equipment needed for remote shoots.
- Printed logo to affix to new Metro Cable vehicle replacing production van.

Subtotal: \$ 27,021.26

Tax: \$ 2,364.36

Van – Flight Pack Total: \$ 29,385.62

AT&T U-Verse Monitoring

1. VRAD Monitoring Equipment & Cabling
2. Construction Labor
3. Engineering Cost

Justification:

- Metro Cable needs the ability to monitor our channel, and other PEG channels, on the AT&T U-Verse system. This equipment needs to be housed in Metro Cable’s office. VRAD monitoring equipment is currently housed at the Cable Commission office.
- Monitoring equipment and cabling are needed to bring the signal to Metro Cable Channel 14.
- Proper high-speed cabling may need to be run through the building by AT&T vendors or AT&T staff.

Subtotal: \$ 24,257.20

Tax (materials/engineering): \$ 1,853.39

AT&T U-Verse Total: \$26,110.59

Control Room Laptop

1. Laptop
2. MacDrive Software

Justification:

- Laptop 7 of 7, from an unfinished 2019-20 approved project. In order to reduce employee mileage, it will be used at Regional Transit’s control room to transfer files, and access: CG files, instruction manuals, and employee timesheets.
- MacDrive software allows Ki Pro storage device to connect to the laptop. This is needed in order for crew to transfer video files.

Subtotal: \$ 1,410.35



Bringing Government Closer to the People

799 G Street, 4th Floor, Sacramento, CA 95814 www.sacmetrochannel14.com

Tax: \$ 119.03

Control Room Laptop Total: \$ 1,529.38

Van Purchase

- 1. Ford Transit Connect Van (Mini-Van)
- 2. Extra Package Features

Justification:

- Metro Cable requires a large vehicle to transport crew and gear to recording sites. This is to reduce employee mileage in their personal vehicles. Purchasing through the County ensures maintenance/support/parking for the vehicle.
- If extras such as tinted/privacy windows, or additional safety features are needed, this adds an unknown cost to the price of the vehicle. \$2,000 should cover an extra package.

Subtotal: \$ 31,243.50

Tax: \$ 2,733.81

Van Purchase Total: \$ 33,977.31

Sub-Total PEG requests: \$ 196,907.15

Installation & Freight: \$ 8,115.60

Tax: \$ 29,355.32

Grand Total PEG requests: \$219,376.47

In summary, we would like to request a total of **\$ 219,376.47** for all projects.

Attached are the: PEG Fee Funding Request form, and new quotes. Please let me know if you need clarification.

Thank you for your consideration. Continued PEG grant funding will help provide Sacramento County viewers a valuable window into the workings of local government. We appreciate your support!

Sincerely,

Kristin Riggs

Production Director
Metro Cable Channel 14
916-874-7685

METRO CABLE FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST (revised 8-26-20)
(PEG Equipment/Facilities)

METRO CABLE PROJECT(S):

Item #	Project Location	Description	Quantity	Unit Price	Total	10% Contingency	TOTAL	Shipping	Installation	Warranty	GRAND TOTAL
	Control Room										
		NEC 40" Professional-Grade Large Format Display	1	\$ 1,233.00	\$ 1,233.00	\$ 123.30	\$ 1,356.30	\$ -	\$ -	\$ -	1,356.30
		NEC Internal HD-SDI Input Card – Model: SB-01HC	1	\$ 1,199.00	\$ 1,199.00	\$ 119.90	\$ 1,318.90	\$ -	\$ -	\$ -	1,318.90
		AJA Pak 2TB SSD Module (HFS+)	1	\$ 1,795.00	\$ 1,795.00	\$ 179.50	\$ 1,974.50	\$ -	\$ -	\$ -	1,974.50
		Wohler AMP1-2SDA 2 Channel Stereo Monitor w/ 3G/HD/SD-SDI and Analog Input	2	\$ 1,835.40	\$ 3,670.80	\$ 367.08	\$ 4,037.88	\$ -	\$ -	\$ -	4,037.88
		Complex CynerG2 Character Generator	1	\$ 26,995.00	\$ 26,995.00	\$ 2,699.50	\$ 29,694.50	\$ -	\$ -	\$ -	29,694.50
		Blackmagic Design Mini Converter SDI Distribution 4K (8 out DA)	2	\$ 295.00	\$ 590.00	\$ 59.00	\$ 649.00	\$ -	\$ -	\$ -	649.00
		AJA HD10CEA SD/HD-SDI to Analog Audio / Video Converter	2	\$ 695.00	\$ 1,390.00	\$ 139.00	\$ 1,529.00	\$ -	\$ -	\$ -	1,529.00
		AJA HD10AVA HD/SD Audio/Video, Analog/Digital Mini-Converter	2	\$ 695.00	\$ 1,390.00	\$ 139.00	\$ 1,529.00	\$ -	\$ -	\$ -	1,529.00
		AJA HD/SD-SDI to HDMI Video and Audio Converter with DWP	2	\$ 345.00	\$ 690.00	\$ 69.00	\$ 759.00	\$ -	\$ -	\$ -	759.00
		AJA HA5-Plus HDMI to 3G-SDI Mini-Converter	2	\$ 395.00	\$ 790.00	\$ 79.00	\$ 869.00	\$ -	\$ -	\$ -	869.00
		Blackmagic Design Audio to SDI Mini Converter	2	\$ 195.00	\$ 390.00	\$ 39.00	\$ 429.00	\$ -	\$ -	\$ -	429.00
		Blackmagic Video Assist 7" 12G HDR Portable video recorder w/ monitor	1	\$ 995.00	\$ 995.00	\$ 99.50	\$ 1,094.50	\$ -	\$ -	\$ -	1,094.50
			0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00
Control Room Subtotal:											45,240.58
Control Room Sales Tax:											3,958.55
Control Room Pack Total:											49,199.13
Edit System											
		Apple iMac 21.5-inch, 3.0ghz, 6-core processor Computer w/ProTools	1	\$ 2,798.98	\$ 2,798.98	\$ 279.90	\$ 3,078.88	\$ -	\$ -	\$ -	3,078.88
		Samsung 2TB T7 Portable SSD (Red)	8	\$ 299.99	\$ 2,399.92	\$ 239.99	\$ 2,639.91	\$ -	\$ -	\$ -	2,639.91
		G-Technology G-RAID 20TB 2-Bay Thunderbolt 3 RAID Array	1	\$ 1,099.95	\$ 1,099.95	\$ 110.00	\$ 1,209.95	\$ -	\$ -	\$ -	1,209.95

		Server Subtotal:	35,307.50
		Server Sales Tax:	2,870.66
		Server Total:	38,178.16
Van-Flight Pack			
1	Datavideo HS-3200 Portable Studio	\$ 7,749.00	\$ 774.90
1	Datavideo HC800-FS - Pre-cut Foam Case	\$ 349.00	\$ 34.90
4	Datavideo PTC-150 HD/SD-SDI PTZ Cameras	\$ 3,249.00	\$ 1,299.60
1	Datavideo RMC-180 Camera Control Unit	\$ 950.00	\$ 95.00
1	Manfrotto MVH502A Fluid Head and MVT502AM Tripod with Carrying Bag	\$ 569.98	\$ 170.99
1	MCM Electronics 19" Rack Mount Case	\$ 116.95	\$ 11.70
1	Vehicle Stencils - Wrap - Metro Cable 14	\$ 398.44	\$ 39.84
0		\$ -	\$ -
		Van-Flight Pack Subtotal:	27,021.26
		Van-Flight Pack Sales Tax:	2,364.36
		Van-Flight Pack Total:	29,385.62
AT&T U-Vers Monitoring			
1	VRAD Monitoring Equipment & Cabeling	\$ 13,456.00	\$ 1,345.60
1	Construction Labor	\$ 2,796.00	\$ 279.60
1	Engineering Cost	\$ 5,800.00	\$ 580.00
0		\$ -	\$ -
		AT&T U-Vers Monitoring Subtotal:	24,257.20
		AT&T U-Vers Monitoring Tax:	1,853.39
		AT&T U-Vers Monitoring Total:	26,110.59
Control Room Laptop			
1	Dell 5400 Laptop	\$ 1,236.68	\$ 123.67
1	MacDrive Software	\$ 50.00	\$ 5.00
0		\$ -	\$ -
0		\$ -	\$ -
		Control Room Laptop Subtotal:	1,410.35
		Control Room Laptop Sales Tax:	119.03
		Control Room Laptop Total:	1,529.38
Van Purchase			
1	Ford Transit Connect Van (Mini-Van)	\$ 26,585.00	\$ 2,658.50
1	Extras	\$ 2,000.00	\$ 200.00
0		\$ -	\$ -
0		\$ -	\$ -
		Van Purchase Subtotal:	31,243.50
		Van Purchase Sales Tax:	2,733.81
		Van Purchase Total:	33,977.31
		Van-Flight Pack Subtotal:	27,021.26
		Van-Flight Pack Sales Tax:	2,364.36
		Van-Flight Pack Total:	29,385.62
		AT&T U-Vers Monitoring Subtotal:	24,257.20
		AT&T U-Vers Monitoring Tax:	1,853.39
		AT&T U-Vers Monitoring Total:	26,110.59
		Control Room Laptop Subtotal:	1,410.35
		Control Room Laptop Sales Tax:	119.03
		Control Room Laptop Total:	1,529.38
		Van Purchase Subtotal:	31,243.50
		Van Purchase Sales Tax:	2,733.81
		Van Purchase Total:	33,977.31
		Van-Flight Pack Subtotal:	27,021.26
		Van-Flight Pack Sales Tax:	2,364.36
		Van-Flight Pack Total:	29,385.62
		AT&T U-Vers Monitoring Subtotal:	24,257.20
		AT&T U-Vers Monitoring Tax:	1,853.39
		AT&T U-Vers Monitoring Total:	26,110.59
		Control Room Laptop Subtotal:	1,410.35
		Control Room Laptop Sales Tax:	119.03
		Control Room Laptop Total:	1,529.38
		Van Purchase Subtotal:	31,243.50
		Van Purchase Sales Tax:	2,733.81
		Van Purchase Total:	33,977.31
		Van-Flight Pack Subtotal:	27,021.26
		Van-Flight Pack Sales Tax:	2,364.36
		Van-Flight Pack Total:	29,385.62
		AT&T U-Vers Monitoring Subtotal:	24,257.20
		AT&T U-Vers Monitoring Tax:	1,853.39
		AT&T U-Vers Monitoring Total:	26,110.59
		Control Room Laptop Subtotal:	1,410.35
		Control Room Laptop Sales Tax:	119.03
		Control Room Laptop Total:	1,529.38
		Van Purchase Subtotal:	31,243.50
		Van Purchase Sales Tax:	2,733.81
		Van Purchase Total:	33,977.31

TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING

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

J49, J72, L93 (\$8115.60 installation/labor) non-taxable
 172 (\$120 Freight) & L101 (\$50 software) non-taxable / \$325 shipping taxable

8/26/2020
 Date: _____

Kristin Riggs
 Signature
 Kristin Riggs, Production Director
 Name & Title

ATTACHMENT 6

METRO CABLE

**FY 2020-21 PEG FEE FUNDING REQUEST
c/o REGIONAL TRANSIT**



Bringing Government Closer to the People

799 G Street, 4th Floor, Sacramento, CA 95814 www.sacmetrochannel14.com

Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor,
Sacramento, CA 95814

August 26, 2020

Dear Bob Davison and Karen Liu,

Please consider this request for PEG funds available through SMCTC for broadcast-related equipment related to the recording of Regional Transit District meetings at their 29th Street auditorium.

As you know, our production van has been underutilized the past few years, and its AV equipment is at end of life, and ready for surplus. The expensive van is in the process of being phased out, rather than upgrade each AV device. Over the past few years, the only meeting that has been regularly recorded using Metro Cable's production van is Regional Transit District (RT). We have an existing cablecasting agreement with this agency.

On behalf of RT, Metro Cable is requesting control room equipment for use at Regional Transit's auditorium. RT has designated a work space for a control room. Control room AV equipment at RT will allow for quality recordings for broadcast on Metro Cable 14. RT has already purchased new cameras, and a DataVideo video switcher. The proposed equipment will work with RT's new AV equipment.

The items we would like to acquire through PEG grants are listed in the attached Excel. Also attached is a PowerPoint with quotes and justification.

Sub-Total RT Control Room request: \$26,378.93

Tax: \$2,276.41

10% Contingency: \$ 2,601.60

Grand Total PEG requests: \$31,256.94

In summary, we would like to request a total of **\$ 31,256.94** for RT Control Room equipment.

Thank you for your consideration. PEG grant funding for the RT Control Room will help provide Sacramento County viewers a valuable window into the workings of local government. We appreciate your support!

Sincerely,

Kristin Riggs

Production Director
Metro Cable Channel 14
916-874-7685

**FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment/Facilities)**

METRO CABLE PROJECT(S): RT Control Room

Item	Description	Quantity	Unit Price	Sales Tax	10% Contingency	TOTAL	Installation	Warranty	GRAND TOTAL
Closed Captioning Encoder	EEG 492 iCap Encoder	1	\$9,163.00	\$801.76	\$916.30	\$10,881.06	\$0.00	\$0.00	\$10,881.06
Record Deck	AJA KiPro Ultra Plus (or 12G)	1	\$3,995.00	\$349.56	\$399.50	\$4,744.06	\$0.00	\$0.00	\$4,744.06
Dock	AJA Pak Dock	1	\$295.00	\$25.81	\$29.50	\$350.31	\$0.00	\$0.00	\$350.31
SSD	Pak 2000 2TB SSD	2	\$1,795.00	\$314.13	\$359.00	\$4,263.13	\$0.00	\$0.00	\$4,263.13
Monitor	TVLogic 17" Monitor	1	\$1,975.00	\$172.81	\$197.50	\$2,345.31	\$0.00	\$0.00	\$2,345.31
BrightEye	BrightEye 72 Caption Converter	1	\$736.25	\$64.42	\$73.63	\$874.30	\$0.00	\$0.00	\$874.30
Converter	Design Micro Converter HDMI to SDI	1	\$55.00	\$4.81	\$5.50	\$65.31	\$0.00	\$0.00	\$65.31
Laptop	Dell Latitude 5500	1	\$1,600.00	\$140.00	\$160.00	\$1,900.00	\$0.00	\$0.00	\$1,900.00
PC Tower	Dell Vostro 5000	1	\$1,199.00	\$104.91	\$119.90	\$1,423.81	\$0.00	\$0.00	\$1,423.81
SD Cards	SanDisk 128GB Ultra SDXC UHS-I Memory Card	2	\$41.98	\$7.35	\$8.40	\$99.71	\$0.00	\$0.00	\$99.71
Touch Panel Controller	Datavideo TPC-700	1	\$733.00	\$64.14	\$73.30	\$870.44	\$0.00	\$0.00	\$870.44
Speakers	KRK ROKIT 5 G4 5" 2-Way Active Studio Monitor	2	\$358.00	\$62.65	\$71.60	\$850.25	\$0.00	\$0.00	\$850.25
Headphones	Sennheiser HD 280 Pro Circumaural Closed-Back Monitor Headphones	2	\$159.90	\$27.98	\$31.98	\$379.76	\$0.00	\$0.00	\$379.76
Headphone Extender	Headphone Extender 25ft 1/4" Extension Cable	2	\$24.90	\$4.36	\$4.98	\$59.14	\$0.00	\$0.00	\$59.14
Amplifier	Rolls HA43 Pro 4 Channel Amplifier	1	\$50.00	\$4.38	\$5.00	\$59.38	\$0.00	\$0.00	\$59.38
Power Supply	APC Smart-UPS X 3000VA Furman Merit Series M-8DX 9-Outlet Power	1	\$635.00	\$55.56	\$63.50	\$754.06	\$0.00	\$0.00	\$754.06
Power Conditioner	Conditioner	1	\$110.21	\$9.64	\$11.02	\$130.87	\$0.00	\$0.00	\$130.87
HDMI Cables	High-Speed HDMI Cable 6' Pro Co BP-5 Excellines TRS 1/4" Balanced Patch Cable - 5'	2	\$12.95	\$2.27	\$2.59	\$30.76	\$0.00	\$0.00	\$30.76
TRS Cables		1	\$16.99	\$1.49	\$1.70	\$20.18	\$0.00	\$0.00	\$20.18
SDI Cables	Pearstone 6' SDI Cable - BNC to BNC	4	\$9.95	\$3.48	\$3.98	\$47.26	\$0.00	\$0.00	\$47.26
XLR Cables	Kopul Premium Performance 3000 Series XLR cable 6'	2	\$13.99	\$1.22	\$1.40	\$30.60	\$0.00	\$0.00	\$30.60
Desk Chair	ErgoChair 2	2	\$349.00	\$30.54	\$34.90	\$763.44	\$0.00	\$0.00	\$763.44
Work Desk/Table	Bush Business Furniture Components Bow Front Desk	1	\$264.25	\$23.12	\$26.43	\$313.80	\$0.00	\$0.00	\$313.80
TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			\$	\$	\$	\$	\$	\$	\$

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

Kristin Riggs
Signature

Kristin Riggs, Production Director, Metro Cable 14
Name & Title:

8/26/2020
Date:

ATTACHMENTS 7-12

**MEMBER AGENCY'S
FY 2020-21 PEG FEE FUNDING REQUESTS**



City of Citrus Heights
6360 Fountain Square Drive
Citrus Heights
California 95621
(916) 725-2448
Fax (916) 725-5799
TDD 7-1-1

www.citrusheights.net

*The City of CITRUS HEIGHTS
is committed to providing
high quality, economical,
responsive city services
to our community.*

August 17, 2020

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

RE: Fiscal Year 2020-2021 Funding Request for PEG Equipment Projects

Dear Robert Davison:

On behalf of the City of Citrus Heights, I am submitting our request for FY 2020-2021 Public, Educational, and Government (PEG) Fee Funding for consideration by the Sacramento Metropolitan Cable Commission Board. The City is requesting items to replace outdated equipment that is reaching its end-of-life and should be replaced. Attached is an itemized list of equipment requested for FY 20-21 totaling \$146,307.13.

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
Ronda Rivera, Assistant City Manager

FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment/Facilities)

MEMBER AGENCY: City of Citrus Heights

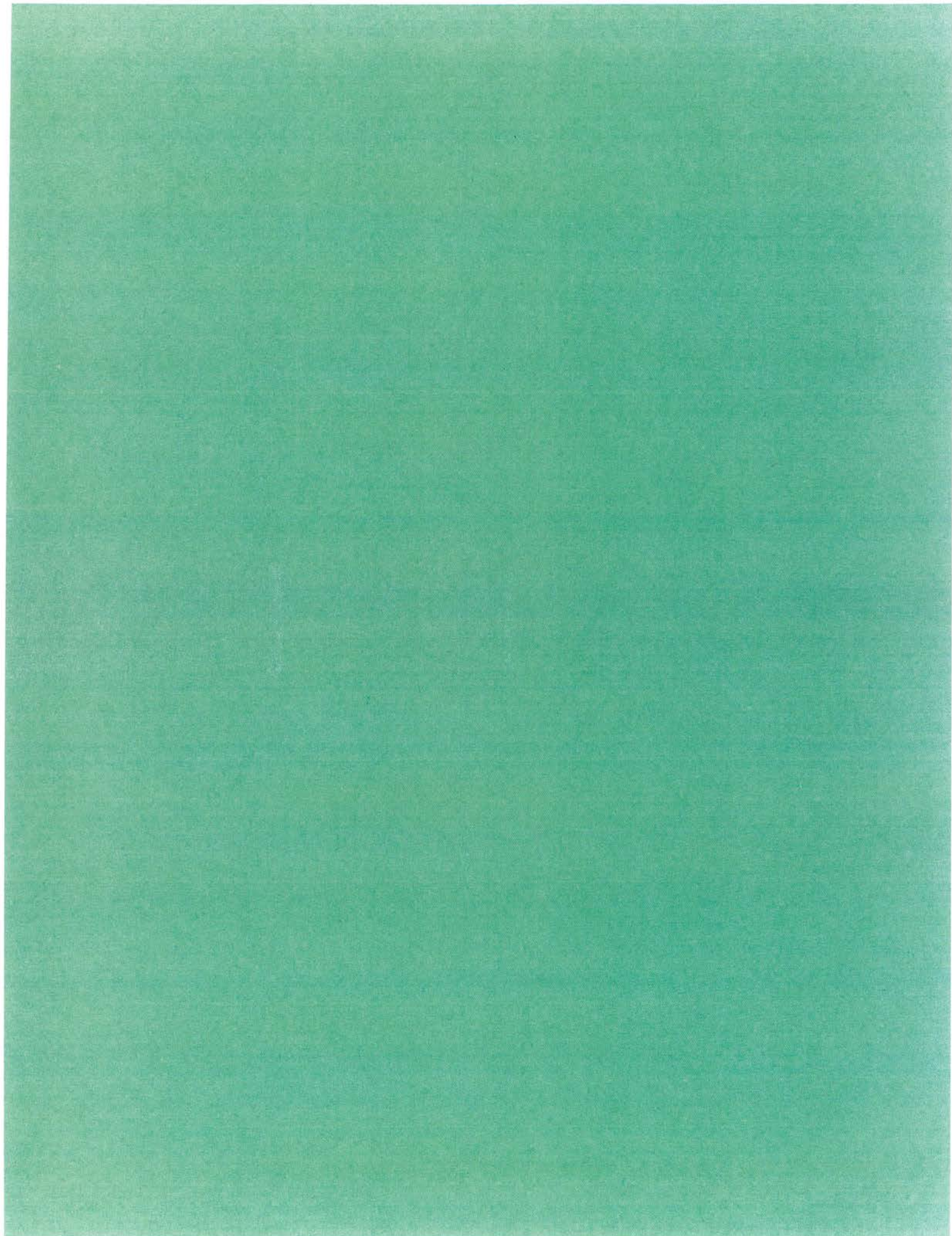
Item	Description	Quantity	Unit Price	Sales Tax	10% Contingency	TOTAL	Installation	Warranty	GRAND TOTAL
Barco F80Q12 Laser Projector for Chambers		2	\$ 14,900.00	\$ 2,309.50	\$ 2,980.00	\$ 35,089.50	\$ 2,700.00	\$ 3,200.00	\$ 40,989.50
Barco GLD Lens for Projector		2	\$ 8,200.00	\$ 1,271.00	\$ 1,040.00	\$ 19,311.00			\$ 19,311.00
Barco Extended Warranty F80		2	\$ 3,200.00	\$ 496.00	\$ 640.00	\$ 7,536.00			\$ 7,536.00
Omnimount Flat Panel Mounts for Dais Monitors (deferred from 19/20)		9	\$ 185.00	\$ 115.09	\$ 148.50	\$ 1,748.59			\$ 1,748.59
Install Labor Projector, Mounts		1	\$ 4,560.00	\$ 353.40	\$ 456.00	\$ 5,369.40			\$ 5,369.40
Symatrix Radius NX 16x8 Backup Audio Mixing		2	\$ 3,526.00	\$ 546.53	\$ 705.20	\$ 8,303.73			\$ 8,303.73
Extron DTP TX/RX Send to Large Conf Room		1	\$ 800.00	\$ 62.00	\$ 80.00	\$ 942.00			\$ 942.00
Move AC Power for Racks (Deferred from 19/20)		1	\$ 1,155.00	\$ 89.51	\$ 115.50	\$ 1,360.01	\$ 900.00		\$ 2,260.01
Install Labor and Yearly Service Contract		1	\$ 15,635.00	\$ 1,210.34	\$ 1,563.50	\$ 18,398.44			\$ 18,398.44
Marshall Electronics V-LCD24MD-3G (Compatible w new compix, replace TV Logic)		1	\$ 2,056.00	\$ 159.34	\$ 205.60	\$ 2,420.94	\$ 8,000.00	\$ 1,200.00	\$ 11,620.94
EEG HD492 iCap Closed Captioning encoder		1	\$ 11,500.00	\$ 891.25	\$ 1,150.00	\$ 13,541.25			\$ 13,541.25
AJA OpenGear Frame for Video Cards		1	\$ 1,669.00	\$ 129.35	\$ 166.90	\$ 1,965.25			\$ 1,965.25
AJA Video OG-3C-AMA Audio to SDI EmbedderCard		1	\$ 900.00	\$ 69.75	\$ 90.00	\$ 1,059.75			\$ 1,059.75
AJA Video OG-3CDA-189.1 in 9 Out SDI DA		2	\$ 550.00	\$ 85.25	\$ 110.00	\$ 1,295.25			\$ 1,295.25
AJA Ki Pro Ultra Plus Recorder		1	\$ 4,500.00	\$ 348.75	\$ 450.00	\$ 5,298.75			\$ 5,298.75
AJA Pak 1000 1TB SSD		2	\$ 1,650.00	\$ 255.75	\$ 330.00	\$ 3,885.75			\$ 3,885.75
AJA Pak Dock		1	\$ 320.00	\$ 24.80	\$ 32.00	\$ 376.80			\$ 376.80
Mackie 802VLZ4 8-channel Analog Mixer		1	\$ 199.00	\$ 15.42	\$ 19.90	\$ 234.32			\$ 234.32
Lowell SEOR-8-RJ Power Sequence Controller		1	\$ 508.02	\$ 39.37	\$ 50.80	\$ 598.19			\$ 598.19
Lowell RPC-P15 Sequence Module Video		1	\$ 142.40	\$ 11.04	\$ 14.24	\$ 167.68			\$ 167.68
Lowell RPSB2-MR-RJ Master Power Switch		1	\$ 78.40	\$ 6.08	\$ 7.84	\$ 92.32			\$ 92.32
Marshall Electronics AR-DM1-B Audio Monitor - SDI, Analog		1	\$ 1,175.00	\$ 91.06	\$ 117.50	\$ 1,383.56			\$ 1,383.56
Install Parts Metro Cable Items		1	\$ 1,920.00	\$ 148.80	\$ 192.00	\$ 2,260.80			\$ 2,260.80
CCH PC for Zoom as a Production Video Source + Zoom as a switcher input		1	\$ 1,900.00	\$ 147.25	\$ 190.00	\$ 2,237.25			\$ 2,237.25
MaxCom Transceiver (Quote pending. Will be Headend project.)		0	\$ -	\$ -	\$ -	\$ -			\$ -
TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:									146,307.13
Please attach vendor quotes / supporting documentation for all of the items requested above.									

Amy Van
Signature

Amy Van, City Clerk

8-17-2020

Date:





ELK GROVE

August 6, 2020

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 have completed the approved PEG Funding project for the 2020-21 fiscal year. The recommendations include upgrading the City's speakers and microphones in the Council Chambers, new audio and displays in the Council Chambers, installing new equipment to allow for more output, replace monitors in the back AV room, and replace other outdated equipment such as the eight channel amplifier. New displays will also allow for more of the Chambers to be able to see the material being presented. The Elk Grove sales tax rate is included in the calculation in the cost of the product listed on the spreadsheet.

The sound in the Council Chambers has been plagued by outdated microphones and speakers. The new microphones have an improved shield area to help with background noise and interference, and the new speakers will make it easier for Council members to hear at the dais. The sound in the lobby will also be upgraded to allow for more balance with the lobby sound and not rely on the TV speakers.

We have also included a teleconferencing system to be installed in the Council chambers to better allow for public comment in the Council Chambers. This has been challenging to manage during the pandemic, and the additional equipment will benefit the operations during meetings whether the meeting is onsite, or we continue to allow for remote public comment.

The total cost of the request is \$99,744.52 for the 20-21 fiscal year. We are looking forward to implementing these improvements for our public meetings this fiscal year.

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,

A handwritten signature in blue ink, appearing to read 'Nicole Guttridge'.

Nicole Guttridge
IT Administrator
City of Elk Grove

MEMBER AGENCY
PEG FEE FUNDING REQUEST FORM
FISCAL YEAR 2020-21

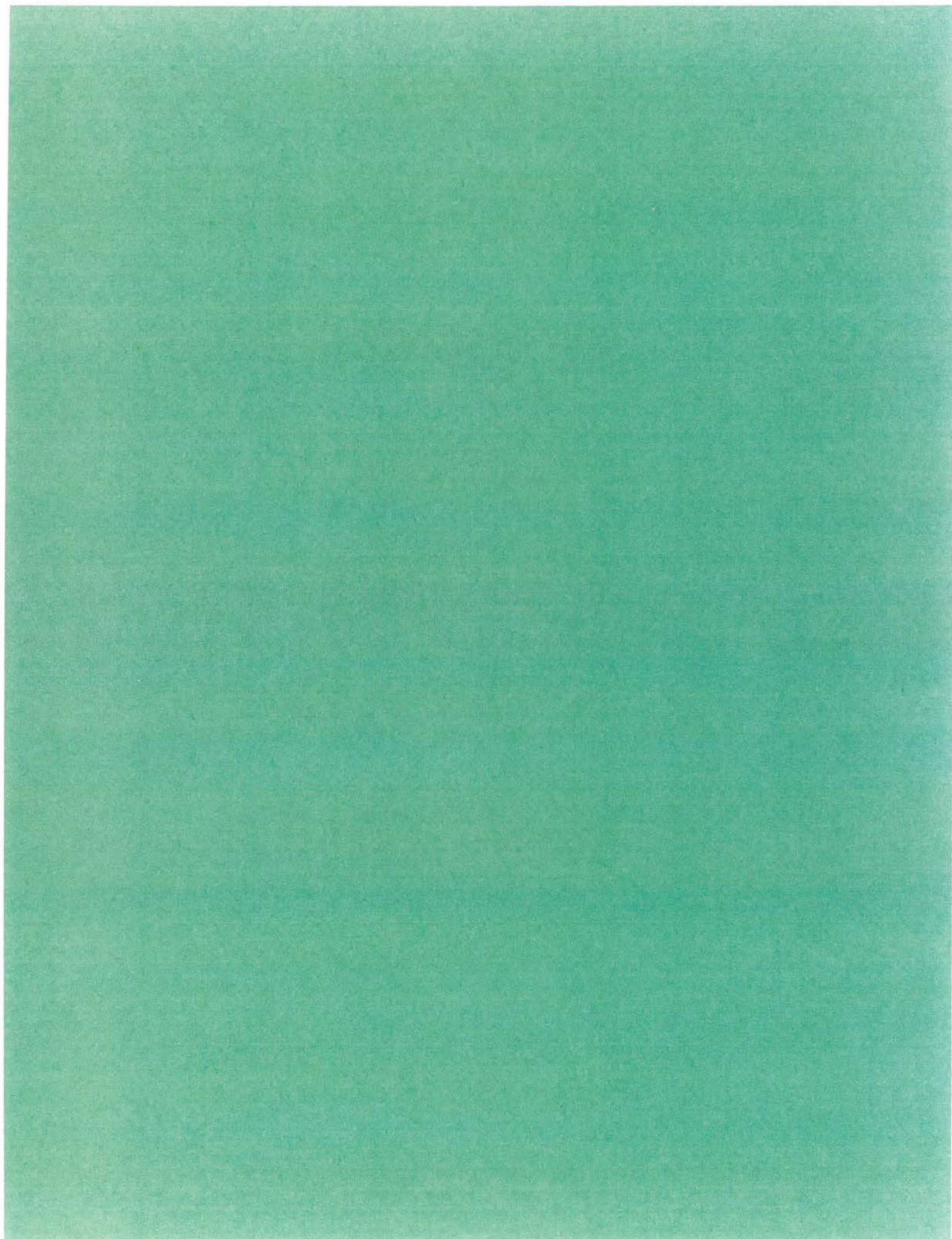
Item #	Project Location	Equipment Description	Quantity	Unit Price (incl applicable sales tax)	Total	10% Contingency	Shipping/ Handling	Installation	Warranty	TOTAL
MEMBER AGENCY: City of Elk Grove										
CONTROL ROOM & CHAMBERS - Quotes 2253A										
1		TestaFOrTE DSP fixed I/O server with 12 analog inputs, 8 analog outputs**	1	\$ 2,571.52	\$ 2,571.52	\$ 257.15				\$ 2,828.67
2		Upgrade - Shure MX412DJS microphones with the new Shure EMI RF Commshield technology**	21	\$ 241.23	\$ 5,065.84	\$ 506.58				\$ 5,572.43
3		24" Miniature Condenser Gooseneck Microphone. Fixed length. Phantom power only, 11-52V, plugs into XLR3F-type**	2	\$ 410.09	\$ 820.17	\$ 82.02				\$ 902.19
4		Neutrik NCSMAX Male XLR Connector Nickel 5-Pin**	21	\$ 11.25	\$ 236.25	\$ 23.62				\$ 259.85
5		Neutrik NCSFX Female XLR Connector Nickel 5-Pin**	21	\$ 11.25	\$ 236.25	\$ 23.62				\$ 259.85
7		Fully integrated two way ceiling monitor system using 4" Dual Concentric**	5	\$ 321.63	\$ 1,608.17	\$ 160.82				\$ 1,768.99
8		QSC MP-A80V 8 Channel Amplifier**	2	\$ 2,492.72	\$ 4,985.44	\$ 498.54				\$ 5,483.99
9		Tannoy Ceiling Speakers**	4	\$ 238.01	\$ 952.04	\$ 95.20				\$ 1,047.24
10		75" 4K 3480x2160 Ultra-HD Monitors with Digital Signage Display**	6	\$ 4,504.54	\$ 27,027.26	\$ 2,702.73				\$ 29,729.98
11		FUSION** Large Flat Panel Ceiling Mount**	4	\$ 358.62	\$ 1,434.50	\$ 143.45				\$ 1,577.95
12		Universal Flat Screen Tilt Wall Mount (Display sizes 37" to 60")**	2	\$ 128.65	\$ 257.31	\$ 25.73				\$ 283.04
13		2-Channel 4K60 4:2:0 HDMI over Long Reach HDBaseT Output Card**	1	\$ 1,411.83	\$ 1,411.83	\$ 141.18				\$ 1,553.01
14		4K60 4:2:0 HDMI 1-Gang PoE Wall-Plate Transmitter with RS-232 & IR over Long Reach HDBaseT**	1	\$ 384.36	\$ 384.36	\$ 38.44				\$ 422.79
15		2-Channel 4K60 4:2:0 HDMI over Long Reach HDBaseT Input Card**	1	\$ 1,411.83	\$ 1,411.83	\$ 141.18				\$ 1,553.01
16		TVLogic 17" Full HD SD/HD/3G SDI Multi-Format Monitor**	3	\$ 2,627.90	\$ 7,883.71	\$ 788.37				\$ 8,672.08
17		Speaker Wire**	1	\$ 176.71	\$ 176.71	\$ 17.67				\$ 194.38
18		Cat 6 Cable**	1	\$ 99.13	\$ 99.13	\$ 9.91				\$ 109.04
19		Misc. Hardware**	1	\$ 241.14	\$ 241.14	\$ 24.11				\$ 265.26
20		Shipping	1	\$ 1,044.33	\$ 1,044.33	\$ 104.43				\$ 1,148.76
21		CAD & Documentation Total	1	\$ 800.00	\$ 800.00	\$ 80.00				\$ 880.00
22		Control System & DSP Audio Programming	1	\$ 4,455.00	\$ 4,455.00	\$ 445.50				\$ 4,900.50
23		Project Management	1	\$ 400.00	\$ 400.00	\$ 40.00				\$ 440.00
24		Rack Fabrication	1	\$ 320.00	\$ 320.00	\$ 32.00				\$ 352.00
25		Installation	1	\$ 8,500.00	\$ 8,500.00	\$ 850.00				\$ 9,350.00
		Section Totals			\$ 71,782.74	\$ 7,178.27				\$ 78,961.01
		**Indicates sales tax of 7.75% included in unit price								
Teleconference Audio Project - Quote 2255A										
26		Blamp TestaFOrTE DAN VT DSP fixed I/O server with AEC (Acoustic Echo Cancellation) and VoIP**	1	\$ 3,275.62	\$ 3,275.62	\$ 327.56				\$ 3,603.18
27		Shure MXW6 Microflex Wireless Boundary Microphones**	8	\$ 699.57	\$ 5,596.54	\$ 559.65				\$ 6,156.19
28		Shure Microflex Wireless 8-Channel access point**	1	\$ 3,779.29	\$ 3,779.29	\$ 377.93				\$ 4,157.22
29		Shure MXWNCS8 8 port Networked Charging Station**	1	\$ 1,970.05	\$ 1,970.05	\$ 197.00				\$ 2,167.05
30		Cat 6 Cable**	1	\$ 66.08	\$ 66.08	\$ 6.61				\$ 72.69
31		Hardware Misc.**	1	\$ 143.66	\$ 143.66	\$ 14.37				\$ 158.03
32		Shipping	1	\$ 207.86	\$ 207.86	\$ 20.79				\$ 228.65
33		CAD & Documentation Total	1	\$ 200.00	\$ 200.00	\$ 20.00				\$ 220.00
34		Control System & DSP Audio Programming	1	\$ 1,755.00	\$ 1,755.00	\$ 175.50				\$ 1,930.50
35		Project Management	1	\$ 200.00	\$ 200.00	\$ 20.00				\$ 220.00
36		Installation	1	\$ 1,600.00	\$ 1,600.00	\$ 160.00				\$ 1,760.00
39		Section Totals			\$ 18,894.10	\$ 1,889.41				\$ 20,783.51
		**Indicates sales tax of 7.75% included in unit price								
MISCELLANEOUS										
40		Section Totals			\$ -	\$ -				\$ -
		**Indicates sales tax of 7.75% included in unit price								
2020-21 PEG FEE FUNDING REQUEST - GRAND TOTALS										

Signature

Date

Name & Title

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





Efrem Richardson
Information Systems Manager



August 20, 2020

Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

RE: Peg Funding Request 2020-21

To Whom It May Concern,

Please consider this letter from the City of Folsom requesting PEG Funding for the 2020 -21 funding year for replacing the aging equipment in our control room, and the Communications Department Presentation equipment for PSA's. We would like to equip the Council Chambers Lobby with a television for overflow viewing, as well as upgrade the City Clerks console to include the ability to control the TV in the Lobby area. We would like to integrate the phone system into the Council Presentation system to allow call-in constituents to be heard clearly and to receive a clear response from Council members. The advent of Covid-19 has forced Council to adopt technology to present Council meetings to the public over the internet so in turn we would like to implement an integrated solution for Zoom meetings to broadcast those meetings allowing us to avoid having crowds in confined spaces. I have attached quotes from Proud Audio-Visual as well as other vendors. I am enclosing a quote as well from your Metro Cable Staff requesting replacement or enhancements of broadcasting equipment for City of Folsom Council Meetings.

We are requesting \$163,180.76 in funding, which includes a 10% contingency for the project. Metro Cable on behalf of the City of Folsom is requesting broadcasting upgrades or replacements are included in the Bill Proud Quote. The grand total being requested for FY 2020-21 is \$163,180.76 for the project.

Thank you for your consideration of this request.

Sincerely,

Efrem Richardson
Information Systems Manager
City of Folsom

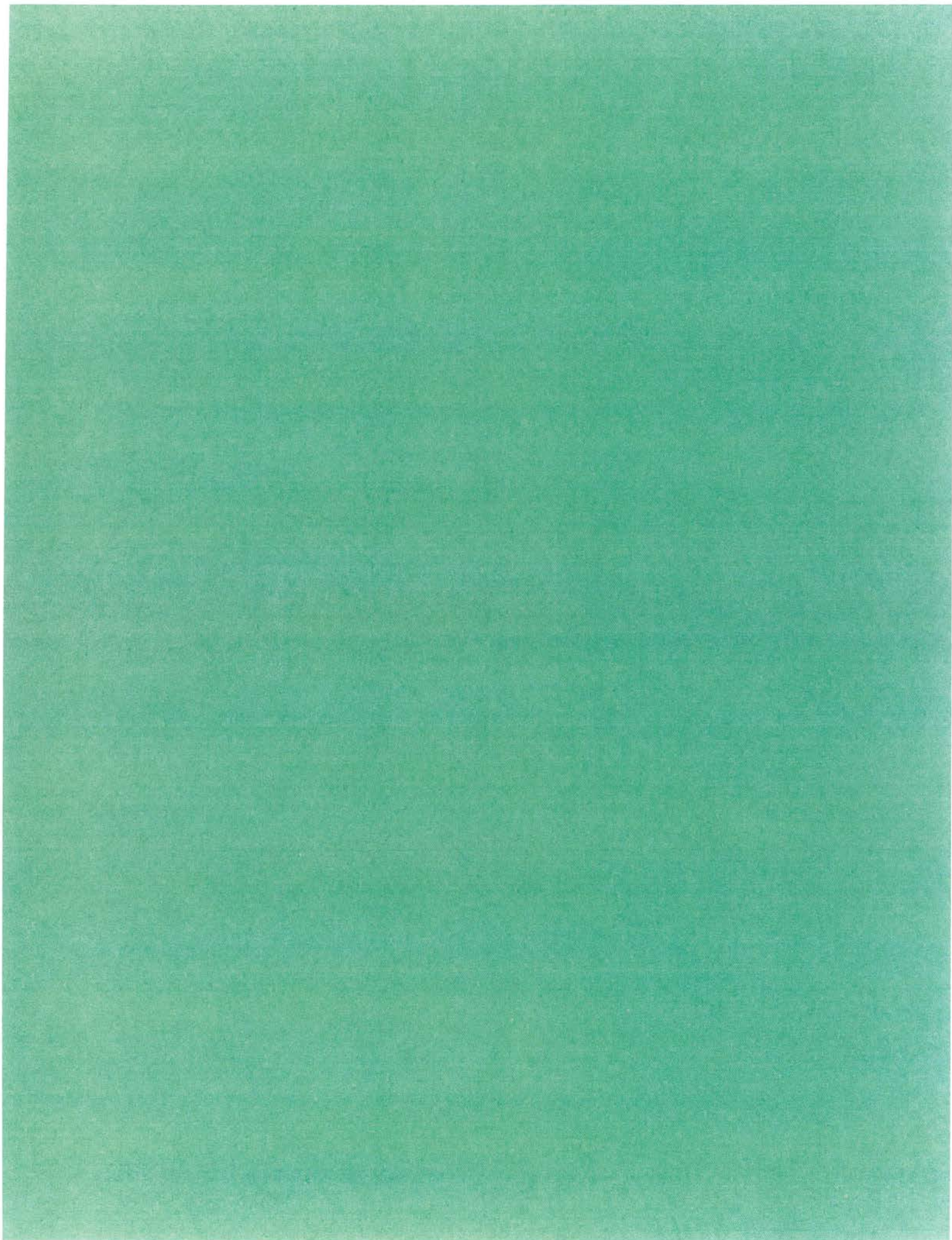
The signature is a handwritten mark in black ink, appearing to be the initials "ER" followed by a long horizontal line that extends to the right. The signature is positioned above the printed name and title of the sender.

FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment/Facilities)

MEMBER AGENCY: City of Folsom

Item	Description	Quantity	Unit Price	Sales Tax	10% Contingency	TOTAL	Installation	Warranty	GRAND TOTAL
	Sony FE 24-70mm f/2.8 Lens	1	\$ 2,148.00	\$ 166.47	\$ 214.80	\$ 2,529.27	\$ -	\$ -	\$ 2,529
	Sony FE 12-24mm f/4 Lens	1	\$ 1,773.00	\$ 137.41	\$ 177.30	\$ 2,087.71	\$ -	\$ -	\$ 2,088
	Sony FE 85mm f/1.4 Lens	1	\$ 1,798.00	\$ 139.35	\$ 179.80	\$ 2,117.15	\$ -	\$ -	\$ 2,117
	Sony UWPDM Wireless Lavalier Mic	1	\$ 529.00	\$ 41.00	\$ 52.90	\$ 622.90	\$ -	\$ -	\$ 623
	Sony PXW-F55 M2 Camcorder and 18-105mm Lens	1	\$ 5,250.00	\$ 406.88	\$ 525.00	\$ 6,181.88	\$ -	\$ -	\$ 6,182
	Sandisk SDXC Card, 128gb	1	\$ 200.00	\$ 15.50	\$ 20.00	\$ 235.50	\$ -	\$ -	\$ 236
	Sony BP-U60 Battery	1	\$ 265.00	\$ 20.54	\$ 26.50	\$ 312.04	\$ -	\$ -	\$ 312
	Pelican 1510PT Hard Case	1	\$ 253.00	\$ 19.61	\$ 25.30	\$ 297.91	\$ -	\$ -	\$ 298
	Manfrotto 612 Nitrotech Fluid Video Head and Aluminum Leg Tripod	1	\$ 800.00	\$ 62.00	\$ 80.00	\$ 942.00	\$ -	\$ -	\$ 942
	Rode Deadcat	1	\$ 30.00	\$ 2.32	\$ 3.00	\$ 35.32	\$ -	\$ -	\$ 35
	Auray Fuzzy Deadcat for Lavs (qtv - 4)	1	\$ 80.00	\$ 6.20	\$ 8.00	\$ 94.20	\$ -	\$ -	\$ 94
	DJI Smart Controller	1	\$ 719.00	\$ 55.72	\$ 71.90	\$ 846.62	\$ -	\$ -	\$ 847
	Nanuk 925 Hard Case for DJI Mavic Pro 2	1	\$ 144.00	\$ 11.16	\$ 14.40	\$ 169.56	\$ -	\$ -	\$ 170
	Edelkrone SliderPlus Long Bundle	1	\$ 1,796.00	\$ 139.15	\$ 179.60	\$ 2,114.75	\$ -	\$ -	\$ 2,115
	Sennheiser HD280 Pro Headphones	1	\$ 130.00	\$ 10.07	\$ 13.00	\$ 153.07	\$ -	\$ -	\$ 153
	Loupdeck CT Edit Controller	1	\$ 549.00	\$ 42.55	\$ 54.90	\$ 646.45	\$ -	\$ -	\$ 646
	Logitech craft keyboard	1	\$ 170.00	\$ 13.17	\$ 17.00	\$ 200.17	\$ -	\$ -	\$ 200
	Motu M4 Audio interface	1	\$ 220.00	\$ 17.05	\$ 22.00	\$ 259.05	\$ -	\$ -	\$ 259
Equipment	HVS-100 8 Input Switcher w/ HVS-100OU 12 Button Controller	1	\$ 9,850.00	\$ 763.38	\$ 985.00	\$ 11,598.38	\$ -	\$ -	\$ 11,598
Equipment	HVS-100DI-A HD/SD 4 Input Card	1	\$ 1,995.00	\$ 154.61	\$ 199.50	\$ 2,349.11	\$ -	\$ -	\$ 2,349
Equipment	HVS-100DO HD/SD 2 Output card	1	\$ 1,995.00	\$ 154.61	\$ 199.50	\$ 2,349.11	\$ -	\$ -	\$ 2,349
35+ inch Flat screen	NEC C551 55" Class Full HD Commercial LED Display	1	\$ 1,516.80	\$ 117.55	\$ 151.68	\$ 1,786.03	\$ -	\$ -	\$ 1,786
PDM110THN	PDM110THN THIN FIXED WALL MOUNT	1	\$ 85.22	\$ 6.60	\$ 8.52	\$ 100.35	\$ -	\$ -	\$ 100
Equipment	Wohler Audio Monitor AMP1-2SDA 2-Channel Stereo Monitor	1	\$ 1,647.83	\$ 127.71	\$ 164.78	\$ 1,940.32	\$ -	\$ -	\$ 1,940
Equipment	Compx ConverGi Single channel 4RU rackmount chassis HD-SDI/SD-SDI broadcast Graphics System	1	\$ 17,995.00	\$ 1,394.61	\$ 1,799.50	\$ 21,189.11	\$ -	\$ -	\$ 21,189
Equipment	Startech KVM Switch - SV231HDMIUA 2-port USB HDMI® KVM Switch	1	\$ 268.64	\$ 20.82	\$ 26.86	\$ 316.32	\$ -	\$ -	\$ 316
Equipment	USB 3.0 to HDMI Adapter - Slim Design - 1920x1200 - For the existing Tight Rope Media Systems Encoder	1	\$ 97.50	\$ 7.56	\$ 9.75	\$ 114.81	\$ -	\$ -	\$ 115
15 to 35 inch Flat Screen	Planar PLL250MW LED Monitor - Complex CG & Cable Cast Monitor	1	\$ 178.35	\$ 13.82	\$ 17.84	\$ 210.01	\$ -	\$ -	\$ 210
Equipment	EEG 492 iCap Encoder IP-based Captioning Encoder	1	\$ 9,696.13	\$ 751.45	\$ 969.61	\$ 11,417.19	\$ -	\$ -	\$ 11,417
Equipment	TVLogic LVM-170a 17" Full HD SD/HD/3G-SDI Multi-Format Monitor	1	\$ 2,286.51	\$ 177.20	\$ 228.65	\$ 2,692.37	\$ -	\$ -	\$ 2,692
Equipment	TVLogic RMK-17A TVLogic Rack Mount Kit for LVM-170A	1	\$ 144.98	\$ 11.24	\$ 14.50	\$ 170.71	\$ -	\$ -	\$ 171

Equipment	TV Logic RKM-290A : HD/SD Multi-Channel LCD Rack 9" Monitors	1	\$ 3,335.00	\$ 258.46	\$ 333.50	\$ 3,926.96	\$ -	\$ -	\$ -	\$ 3,927
Equipment	TVLogic RKM-443A : Quad 4.3" LCD Rack Monitor	1	\$ 3,354.17	\$ 259.95	\$ 335.42	\$ 3,949.54	\$ -	\$ -	\$ -	\$ 3,950
Equipment	AJA OG-X-FR OpenGear-Compatible 2RU Frame	1	\$ 1,642.22	\$ 127.27	\$ 164.22	\$ 1,933.71	\$ -	\$ -	\$ -	\$ 1,934
Equipment	AJA OG-2X4-SDI-DA OpenGear 3G-SDI Re-Clocking DA	2	\$ 555.49	\$ 43.05	\$ 55.55	\$ 1,209.58	\$ -	\$ -	\$ -	\$ 1,210
Equipment	AJA Ki Pro Ultra Plus Multi-Channel HD Recorder 4K/UltraHD/2K/HD Recorder and Player	1	\$ 4,046.27	\$ 313.59	\$ 404.63	\$ 4,764.48	\$ -	\$ -	\$ -	\$ 4,764
Equipment	AJA Pak 2000 2TB SSD	2	\$ 1,879.65	\$ 145.67	\$ 187.97	\$ 4,092.94	\$ -	\$ -	\$ -	\$ 4,093
Equipment	AJA Pak Dock	1	\$ 308.90	\$ 23.94	\$ 30.89	\$ 363.73	\$ -	\$ -	\$ -	\$ 364
Equipment	KPU Shelf	1	\$ 80.31	\$ 6.22	\$ 8.03	\$ 94.57	\$ -	\$ -	\$ -	\$ 95
Equipment	BlackMagic Design CONVOPENGCAUDS Audio to SDI BlackMagic Design	2	\$ 506.00	\$ 39.22	\$ 50.60	\$ 1,101.82	\$ -	\$ -	\$ -	\$ 1,102
Equipment	BlackMagic Design CONVOPENGASA SDI to Analog Converter BlackMagic Design	1	\$ 506.00	\$ 39.22	\$ 50.60	\$ 595.82	\$ -	\$ -	\$ -	\$ 596
Equipment	BlackMagic Design CONVOPENGAS Analog to SDI Converter	1	\$ 506.00	\$ 39.22	\$ 50.60	\$ 595.82	\$ -	\$ -	\$ -	\$ 596
MRK-4031	BlackMagic Design OpenGear Converter HDMI to SDI HDMI to SD and HD SDI conversion with embedded audio	1	\$ 506.00	\$ 39.22	\$ 50.60	\$ 595.82	\$ -	\$ -	\$ -	\$ 596
	Ensemble Designs 72 BrightEye 72 SDI to HDMI Converter	1	\$ 609.38	\$ 47.23	\$ 60.94	\$ 717.54	\$ -	\$ -	\$ -	\$ 718
	Epiphany Pearl-2™ - live streaming encoder/recorder. Recorded videos stored on the built in 512GB SSD	1	\$ 7,000.00	\$ 542.50	\$ 700.00	\$ 8,242.50	\$ -	\$ -	\$ -	\$ 8,243
	Cisco SG110-24HP Desktop Switch with 24 Gigabit Ethernet (GbE) Ports plus 100W PoE	1	\$ 247.00	\$ 19.14	\$ 24.70	\$ 290.84	\$ -	\$ -	\$ -	\$ 291
	Mackie 802VLZ4 8 channel Analog Audio Mixer	1	\$ 197.35	\$ 15.29	\$ 19.74	\$ 232.38	\$ -	\$ -	\$ -	\$ 232
	MIDDLE ATLANTIC 40RU EQUIPMENT RACK	1	\$ 1,136.03	\$ 88.04	\$ 113.60	\$ 1,337.68	\$ -	\$ -	\$ -	\$ 1,338
	Pair BLK 40SP SDS For 31-32 Side panels	1	\$ 591.98	\$ 45.88	\$ 59.20	\$ 697.06	\$ -	\$ -	\$ -	\$ 697
	MRK\WRK LG PERF VENT TOP	1	\$ 76.95	\$ 5.96	\$ 7.70	\$ 90.61	\$ -	\$ -	\$ -	\$ 91
	Slim Power Strip, 24 Outlet, 15A	1	\$ 157.50	\$ 12.21	\$ 15.75	\$ 185.46	\$ -	\$ -	\$ -	\$ 185
	Rack Mounted UPS Premium Online Series UPS Backup Power 2RU 1500VA	1	\$ 1,923.75	\$ 149.09	\$ 192.38	\$ 2,265.22	\$ -	\$ -	\$ -	\$ 2,265
	Rackstrews 10-32 Truss Head 500pc	1	\$ 101.25	\$ 7.85	\$ 10.13	\$ 119.22	\$ -	\$ -	\$ -	\$ 119
	1 Space 1 3/4" vent panel fine perforations pattern	5	\$ 12.00	\$ 0.93	\$ 1.20	\$ 6.213	\$ -	\$ -	\$ -	\$ 6.2
	2 Space 3 1/2" Rack Drawer Brushed finish	1	\$ 146.25	\$ 11.33	\$ 14.63	\$ 172.21	\$ -	\$ -	\$ -	\$ 172
	Furman CN-1800S 1 RU 15 Amp Remote Smart Sequencer W/SMP - Auto Reset 10FT Cord	1	\$ 468.16	\$ 36.28	\$ 46.82	\$ 551.26	\$ -	\$ -	\$ -	\$ 551
	4K HDR Four-Output HDMI Distribution Amplifier	1	\$ 361.20	\$ 27.99	\$ 36.12	\$ 425.31	\$ -	\$ -	\$ -	\$ 425
	4K/UHD 230ft (70m) HDBaseT TX/RX with IR/RS232 Control and PoE - For Lobby Display	1	\$ 405.00	\$ 31.39	\$ 40.50	\$ 476.89	\$ -	\$ -	\$ -	\$ 477
	(Tx Only) Three-Input HDBaseT Switcher for HDMI - Presentation Video Broadcast	1	\$ 486.00	\$ 37.67	\$ 48.60	\$ 572.27	\$ -	\$ -	\$ -	\$ 572
	(Rx Only) HDBaseT Scaler with HDMI - Presentation Video Broadcast Booth	1	\$ 567.00	\$ 43.94	\$ 56.70	\$ 667.64	\$ -	\$ -	\$ -	\$ 668
	Acoustical Curtains Panels 84 x 52 inches - Blackout Curtains/Panels/Drapes	6	\$ 134.16	\$ 10.40	\$ 13.42	\$ 828.77	\$ -	\$ -	\$ -	\$ 829
	Misc. Hardware Cable & Connectors	1	\$ 337.50	\$ 26.16	\$ 33.75	\$ 397.41	\$ -	\$ -	\$ -	\$ 397
	Technical Services - Onsite Installation/Programming & Configuration	1	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ 8,000
	Rackstrews 10-32 Truss Head 500pc	1	\$ 101.25	\$ 7.85	\$ 10.13	\$ 119.22	\$ -	\$ -	\$ -	\$ 119
	Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	1	\$ 3,500.00	\$ 271.25	\$ 350.00	\$ 4,121.25	\$ -	\$ -	\$ -	\$ 4,121
	Granicus Encoding Appliance Hardware - Setup & Config	1	\$ 875.00	\$ 67.81	\$ 87.50	\$ 1,030.31	\$ -	\$ -	\$ -	\$ 1,030





Finance Department
Information Technology Division

August 13, 2020

DELIVERED VIA EMAIL
liuk@saccounty.net

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

Re: Public, Education, and Government (PEG) Facilities and Equipment
Funding Request Fiscal Year 2020-2021

Dear Ms. Liu:

This letter constitutes the City of Galt's PEG funding request for FY 2020-2021. Internal and external personnel have been consulted to go over technology needs for the City Council Chambers associated with the Metro Cable broadcast. Based on feedback and recommendations we received from Metro Cable 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 20-21 Request – Control Room Improvements: \$21,803.09

Goal:

Improve overall video experience and manageability by Metro Cable and City staff as well as protect equipment investments. The addition of the updated equipment will allow Metro Cable staff to provide the needed support for our communication out to our City's constituents.

Plan:

- We are adding a Mackie 802VLZ4 8 channel Analog Audio Mixer
- We are adding an AJA Ki Pro Ultra Plus
- We are adding an AJA Pak 2000 2TB SSD
- We are adding an AJA Pak Dock
- We are adding an AJA HD10CEA SD/HD-SDI to Analog Audio/Video Converter
- We are adding an AJA HD10AVA HD/SD Audio/Video, Analog/Digital Mini-Converter.
- We are adding an APC Smart-UPS Battery Backup & Surge Protector with SmartConnect
- We are replacing a NEC 40" Professional-Grade Large Format Display
- We are adding EXTRON SMP 351 H.264 Streaming Media Processor
- Request #1 also includes the wiring and configuration charges necessary to make the above equipment operational

#2 FY 20-21 Request – Council Chambers Improvements: \$24,163.45

Goal 1:

Upgrade handheld wireless microphone systems and add a 6th camera to provide public speakers in second location to meet regulations for social distancing during the COVID-19 restrictions.

Goal 2:

Rewire the Crestron controller to enable social distancing amongst the Council members and City Clerk during COVID-19 restrictions during City meetings.

Plan 1:

- Purchase new Shure microphones and antenna gear for sound broadcasting over existing speaker system
- We are adding Sony BRC-H900 ½" HD 3CMOS Remote PTZ Camera in lobby
- We are replacing Shure QLXD24/B58 Digital Wireless Mic System – G Band
- We are replacing Shure UA874 Active Directional Antenna (470-698 MHz)
- We are replacing Shure UA505 Remote Antenna Mounting Kit
- We are replacing Shure UA8100 Extension Cable – 100 ft. 50 Ohm Antenna Cable
- We are adding Shure US845UWB 5 Way Active Antenna and Power Distribution System

Plan 2:

- We will run new cable to relocate the Crestron controller to the far left side of the dais to meet regulations for social distancing requirements during COVID-19 restrictions.

#3 FY 20-21 Request – Miscellaneous (Other): \$330.00

Goal:

Improve overall viewing experience for constituents, manageability by Metro Cable and City staff as well as protect equipment investments.

Plan:

- The City plans to complete cabling connections for all new equipment into the newly configured technology rack inside the control room.
- The running of the cables will be completed in-house by City of Galt IT staff.

Fiscal Year 2020-2021 PEG Fee Funding Requests Summary

<u>Project Location</u>	<u>Description</u>	<u>Total</u>	<u>Status</u>
Control Room	Improvements	\$21,803.09	Unfunded
Council Chambers	Improvements	\$24,163.45	Partially Funded
Miscellaneous	Items	<u>\$330.00</u>	Unfunded
Sub-total		\$46,296.54	Unfunded
Tax	Calculated @ 8.25%	<u>\$3,819.46</u>	
Member Agency Requests Total for FY 2020-2021		\$50,116.00	

If you have any questions or concerns regarding this request, please contact Claire Tyson, Finance Director, at 209-366-7145 or ctyson@cityofgalt.org.

Sincerely,



Willis Marlin
IT Manager

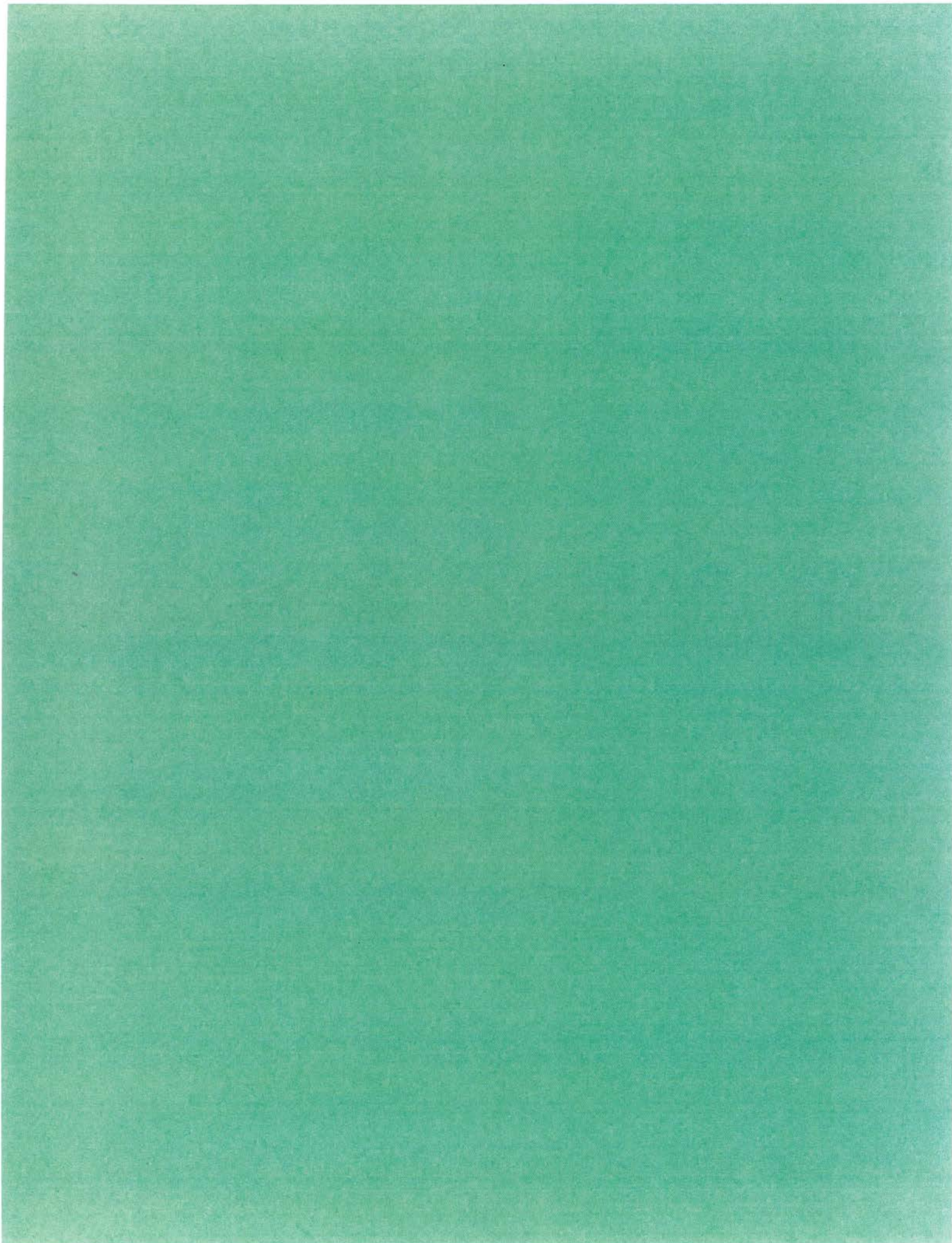
C: Thomas Haglund, Interim City Manager
Claire Tyson, Finance Director
Tina Hubert, Assistant City Clerk

**MEMBER AGENCY
PEG FEE FUNDING REQUEST
FISCAL YEAR 2020/21**

Item #	Project Location	Equipment Description	Quantity	Unit Price	Total	10% Contingency	Shipping/ Handling	Installation	Warranty	TOTAL
GALT CITY COUNCIL										
COUNCIL CHAMBER (CC)										
1		Sony BRC-H900 1/2" HD 3CMOS Remote PTZ Camera	1	\$7,000.00	\$7,000.00	\$700.00				\$7,700.00
2		Shure QLXD24/B58 Digital Wireless Mic System - G Band	4	\$1,055.00	\$4,220.00	\$422.00				\$4,642.00
3		Shure UA874 Active Directional Antenna (470-698 MHz)	2	\$305.00	\$610.00	\$61.00				\$671.00
4		Shure UA505 Remote Antenna Mounting Kit	2	\$31.99	\$63.98	\$6.40				\$70.38
5		Shure UA8100 Extension Cable -100ft. 50 Ohm Antenna Cable	2	\$186.40	\$372.80	\$37.28				\$410.08
6		Shure US845UWB 5 Way Active Antenna and Power Distribution System	1	\$799.99	\$799.99	\$80.00				\$879.99
7		Installation of Both Control Room and Council Chambers	1	\$8,900.00	\$8,900.00	\$890.00				\$9,790.00
Sub-total - Council Chamber Request										
CONTROL ROOM (CR)										
8		Mackie 802VLZ4 8 channel Analog Audio Mixer	1	\$199.00	\$199.00	\$19.90				\$218.90
9		AJA Ki Pro Ultra Plus	1	\$3,995.00	\$3,995.00	\$399.50				\$4,394.50
10		AJA Pak 2000 2TB SSD	2	\$1,795.00	\$3,590.00	\$359.00				\$3,949.00
11		AJA Pak Dock	1	\$295.00	\$295.00	\$29.50				\$324.50
12		AJA HD10CEA SD/HD-SDI to Analog Audio / Video Converter	1	\$695.00	\$695.00	\$69.50				\$764.50
13		AJA HD10AVA HD/SD Audio/Video, Analog/Digital Mini-Converter	1	\$695.00	\$695.00	\$69.50				\$764.50
14		APC Smart-LPS Battery Backup & Surge Protector with SmartConnect-	1	\$728.99	\$728.99	\$72.90				\$801.89
15		NEC 40" Professional-Grade Large Format Display	1	\$1,233.00	\$1,233.00	\$123.30				\$1,356.30
16		EXTRON SMP 351 H.264 Streaming Media Processor	1	\$8,390.00	\$8,390.00	\$839.00				\$9,229.00
17		Shipping /Warranty / Install	1							\$0.00
Sub-total - Control Room Request										
METRO CABLE RECOMMENDATIONS (IF ANY)										
18					\$0.00	\$0.00				\$0.00
19					\$0.00	\$0.00				\$0.00
20					\$0.00	\$0.00				\$0.00
21					\$0.00	\$0.00				\$0.00
22					\$0.00	\$0.00				\$0.00
23					\$0.00	\$0.00				\$0.00
24					\$0.00	\$0.00				\$0.00
25					\$0.00	\$0.00				\$0.00
26					\$0.00	\$0.00				\$0.00
Sub-total Metro Cable Recommendations										
MISCELLANEOUS (MISC.)										
27		Miscellaneous cables and connectors	1	\$300.00	\$300.00	\$30.00				\$330.00
28			0	\$0.00	\$0.00	\$0.00				\$0.00
Sub-total Miscellaneous (Misc.)										
Sub-Total:										
					\$42,087.76	\$4,208.78	\$0.00	\$0.00	\$0.00	\$46,296.54
Sales Tax - Use Tax - Rate for Member Agency: (Galt Tax Rate 8.25%)										\$3,819.46
FY 2020-21 PEG FEE FUNDING REQUEST - GRAND TOTAL:										\$50,116.00

Signature: Willis Marlin Date: August 13, 2020
 Name & Title: Willis Marlin, IT Manager
 [ON OR BEFORE DUE DATE: Monday August 17, 2020]
 [AGENCY CLERK OR IT MANAGER]
 [AGENCY CLERK OR IT MANAGER]

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





August 14, 2020

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

Subject: 2020-2021 PEG Funding Request

We are respectfully requesting funding for software and equipment to support video conferencing and social distancing for Rancho Cordova City Council meetings due to COVID-19. The additional software and equipment will enhance meeting accessibility for the City Council, staff and public. The total PEG funding request for FY20-21 is \$156,866.44 including a 10% contingency for unknowns.

The primary goal in the FY20-21 fiscal year is to enhance our ability to maintain cohesive council meetings while delivering remote public meetings and remaining socially distanced. Due to staff workstation limitations, our staff has been occupying all our conference rooms throughout City Hall to join via Zoom to present at city council meetings and to be available to answer questions. The conference rooms are currently poorly equipped to handle this task adequately and presents challenges that can interrupt the flow of the meeting. We are requesting funding to install and upgrade to proper Zoom compatible equipment in our conference rooms to properly facilitate this need. We view the use of conference rooms as a requirement to support remote meetings due to the impact of COVID-19 that will impact us throughout this fiscal year and possibly longer.

We are also requesting to purchase additional iPads for City Council and/or staff to use when working remote and when being onsite is not an option. Additionally, we are requesting to replace the streaming media encoder that we use to stream the City Council meeting to our agenda management solution as well as purchase and install other Sac Metro Cable hardware recommendations.

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 systems and the installation of all components.

Attached you will find the cost breakdown and quotes.

Thank you,

A handwritten signature in black ink, appearing to read "D. McCoy", written over a horizontal line.

David McCoy
Senior IT Analyst
City of Rancho Cordova

FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment Facilities)

MEMBER AGENCY: City of Rancho Cordova

Item	Description	Quantity	Unit Price	Sales Tax	net Confidence	TOTAL	Installation	Warranty	GRAND TOTAL
Apple 11-inch iPad Pro 128 GB - 11"	Apple iPad Pro 11"	6	\$ 775.02	\$ 63.94	\$ 81.90	\$ 5,372.13	\$ -	\$ -	\$ 5,372.13
Apple Smart Keyboard and Folio Case - OWBERT - English	Apple iPad Pro Keyboard/Stand/Cover	6	\$ 201.75	\$ 16.64	\$ 21.84	\$ 1,248.00	\$ -	\$ -	\$ 1,248.00
Apple Smart Keyboard and Folio Case - OWBERT - English	Dell Laptop for City Clerk Staff	1	\$ 1,536.47	\$ 126.76	\$ 166.32	\$ 1,829.55	\$ -	\$ -	\$ 1,829.55
Dell Latitude 5500 - 15.6" - Core i7, 8GB RAM - 1TB SSD	Intel Next Unit of Computing Kit, NUC7PJDNKE - mini PC - Core i7, 8GB Intel NUC PC	2	\$ 545.13	\$ 44.97	\$ 59.01	\$ 1,184.24	\$ -	\$ -	\$ 1,184.24
Intel Next Unit of Computing Kit, NUC7PJDNKE - mini PC - Core i7, 8GB Intel NUC PC	RAM for NUC PC	2	\$ 18.84	\$ 1.45	\$ 19.03	\$ 37.66	\$ -	\$ -	\$ 37.66
Crucial - DDR4 - 32 GB - SO-DIMM 1600-pin - unbuffered	Samsung 860 EVO MZ-M6E500BW - solid state drive - 250 GB - SATA SSD for NUC PC	2	\$ 47.24	\$ 3.90	\$ 5.11	\$ 104.49	\$ -	\$ -	\$ 104.49
Samsung 860 EVO MZ-M6E500BW - solid state drive - 250 GB - SATA SSD for NUC PC	Emphani Prea2™ - live streaming encoder/recorder - Recorded videos stored on the built in 128 GB SSD hard drive.	1	\$ 7,000.00	\$ 575.50	\$ 757.75	\$ 8,332.25	\$ -	\$ -	\$ 8,332.25
Emphani Prea2™ - live streaming encoder/recorder - Recorded videos stored on the built in 128 GB SSD hard drive.	TYLOK LVM-1700 17" Full HD SD(HD)15G-SDI Multi-Format Monitor	1	\$ 2,086.51	\$ 188.64	\$ 247.51	\$ 2,722.66	\$ -	\$ -	\$ 2,722.66
TYLOK LVM-1700 17" Full HD SD(HD)15G-SDI Multi-Format Monitor	TYLOK RAK-17A TYLOK Rack Mount Kit for LVM-1700A	1	\$ 151.02	\$ 12.46	\$ 16.35	\$ 179.83	\$ -	\$ -	\$ 179.83
TYLOK RAK-17A TYLOK Rack Mount Kit for LVM-1700A	Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	1	\$ 4,637.68	\$ 382.61	\$ 502.03	\$ 5,522.32	\$ -	\$ -	\$ 5,522.32
Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	Startech KVM Switch - 5x2xHDMI/USB 2.0x2 USB HDMI KVM Switch	1	\$ 288.37	\$ 23.79	\$ 31.22	\$ 343.38	\$ -	\$ -	\$ 343.38
Startech KVM Switch - 5x2xHDMI/USB 2.0x2 USB HDMI KVM Switch	USB 3.0 to HDMI Adapter - Slim Design - For the existing Tight Rope Media Systems	1	\$ 113.04	\$ 9.33	\$ 12.24	\$ 134.60	\$ -	\$ -	\$ 134.60
USB 3.0 to HDMI Adapter - Slim Design - For the existing Tight Rope Media Systems	INOGENI HK2USB3 - 4K Ultra HD to USB 3.0 with HDMI 1.4a	1	\$ 572.46	\$ 47.33	\$ 61.97	\$ 681.76	\$ -	\$ -	\$ 681.76
INOGENI HK2USB3 - 4K Ultra HD to USB 3.0 with HDMI 1.4a	NEC UC810 48" 4K 3840 x 2160 LED Display 24Hz - Black Titan Room	1	\$ 9,203.84	\$ 809.57	\$ 1,050.44	\$ 11,556.85	\$ -	\$ -	\$ 11,556.85
NEC UC810 48" 4K 3840 x 2160 LED Display 24Hz - Black Titan Room	Universal Flat Screen Tilt Wall Mount (Display Size 60" +)	1	\$ 172.46	\$ 14.33	\$ 18.67	\$ 205.46	\$ -	\$ -	\$ 205.46
Universal Flat Screen Tilt Wall Mount (Display Size 60" +)	Vaddio - RoboSHOT 30E HDBT OneLink Bridge System Elite Series cameras are professional AV conferencing cameras. V	1	\$ 5,431.38	\$ 481.17	\$ 611.36	\$ 6,044.91	\$ -	\$ -	\$ 6,044.91
Vaddio - RoboSHOT 30E HDBT OneLink Bridge System Elite Series cameras are professional AV conferencing cameras. V	Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	1	\$ 4,637.68	\$ 382.61	\$ 502.03	\$ 5,522.32	\$ -	\$ -	\$ 5,522.32
Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	1	\$ 317.30	\$ 26.85	\$ 34.42	\$ 378.57	\$ -	\$ -	\$ 378.57
Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	1	\$ 4,637.68	\$ 382.61	\$ 502.03	\$ 5,522.32	\$ -	\$ -	\$ 5,522.32
Creston Flex UC Video Conference System Integrator Kit for Zoom Rooms™ Software	Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	1	\$ 317.30	\$ 26.85	\$ 34.42	\$ 378.57	\$ -	\$ -	\$ 378.57
Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	Vaddio - RoboSHOT 30E HDBT OneLink Bridge System Elite Series cameras are professional AV conferencing cameras. V	1	\$ 5,431.38	\$ 481.17	\$ 611.36	\$ 6,044.91	\$ -	\$ -	\$ 6,044.91
Vaddio - RoboSHOT 30E HDBT OneLink Bridge System Elite Series cameras are professional AV conferencing cameras. V	Creston Flex Wall Mount UC Video Conference System for Zoom Rooms™ Software	9	\$ 5,297.10	\$ 469.18	\$ 614.64	\$ 53,247.81	\$ -	\$ -	\$ 53,247.81
Creston Flex Wall Mount UC Video Conference System for Zoom Rooms™ Software	Creston 3-Series@ Room Media Controller	9	\$ 724.63	\$ 61.66	\$ 80.88	\$ 6,655.91	\$ -	\$ -	\$ 6,655.91
Creston 3-Series@ Room Media Controller	Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	9	\$ 317.30	\$ 26.85	\$ 34.42	\$ 1,996.78	\$ -	\$ -	\$ 1,996.78
Creston 1to2 4K HDMI@ Distribution Amplifier - For presentation feed to Zoom and Switcher	NETGEAR 5-Port Gigabit Ethernet	9	\$ 86.95	\$ 6.74	\$ 9.37	\$ 798.66	\$ -	\$ -	\$ 798.66
NETGEAR 5-Port Gigabit Ethernet	Cables, Connectors, Misc. Hardware	1	\$ 486.11	\$ 40.91	\$ 52.38	\$ 577.40	\$ -	\$ -	\$ 577.40
Cables, Connectors, Misc. Hardware	Shipping and Handling	1	\$ 2,052.52	\$ 173.46	\$ 221.70	\$ 2,447.68	\$ -	\$ -	\$ 2,447.68
Shipping and Handling	CAD and Documentation	1	\$ 800.00	\$ 67.00	\$ 86.70	\$ 953.70	\$ -	\$ -	\$ 953.70
CAD and Documentation	Control@SP System Programming	1	\$ 3,105.00	\$ 260.84	\$ 334.56	\$ 3,699.40	\$ -	\$ -	\$ 3,699.40
Control@SP System Programming	Project Management	1	\$ 500.00	\$ 42.00	\$ 53.88	\$ 595.88	\$ -	\$ -	\$ 595.88
Project Management	Installation	1	\$ 13,520.00	\$ 1,151.68	\$ 1,482.07	\$ 15,083.75	\$ -	\$ -	\$ 15,083.75
Installation	Zoom Room License	9	\$ 499.00	\$ 41.92	\$ 54.57	\$ 4,941.44	\$ -	\$ -	\$ 4,941.44
Zoom Room License	TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:					\$ 156,866.44	\$ -	\$ -	\$ 156,866.44

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

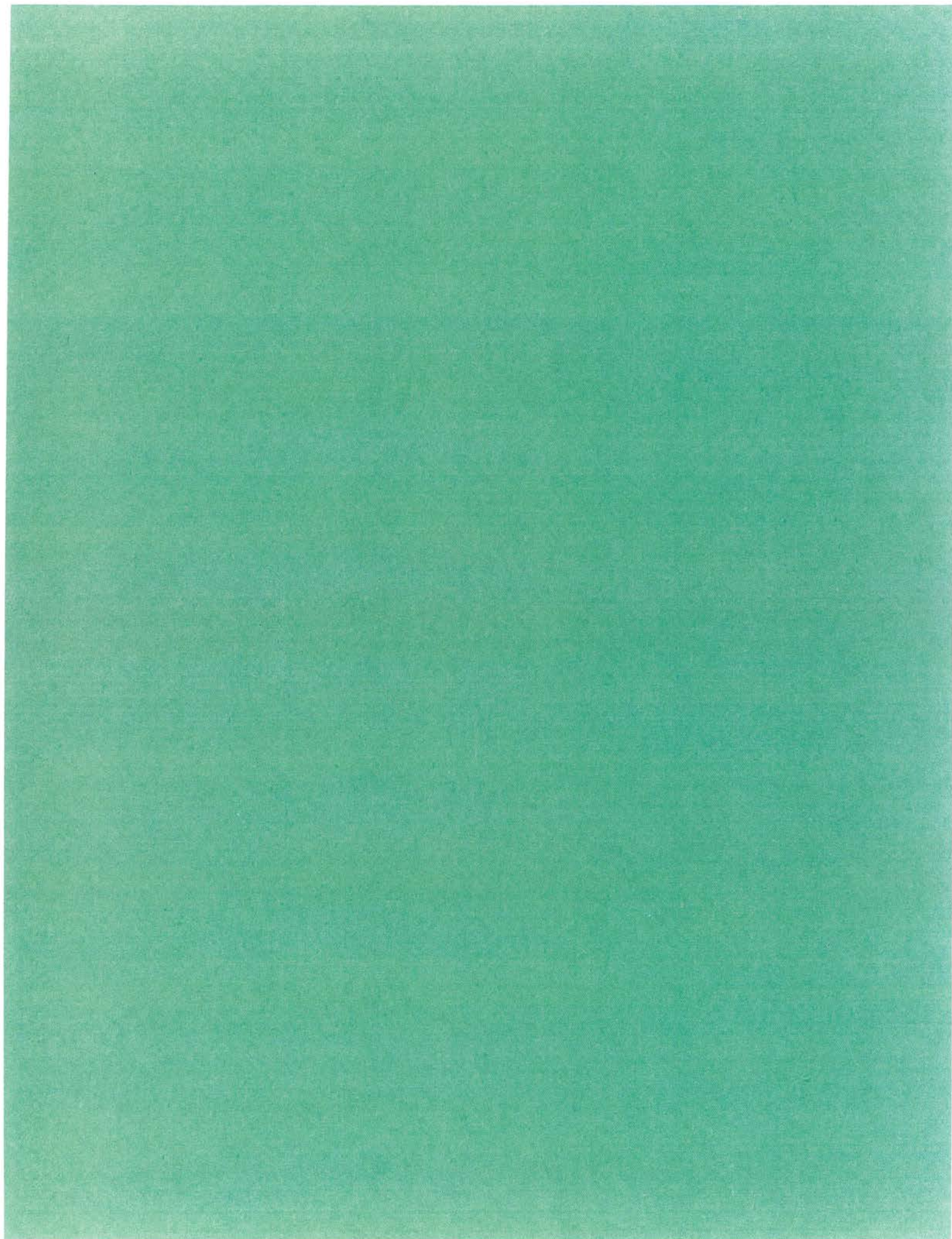
Signature

David McCoy - Senior IT Analyst

8/17/2020

Date:

Name & Title:



August 17, 2020,

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

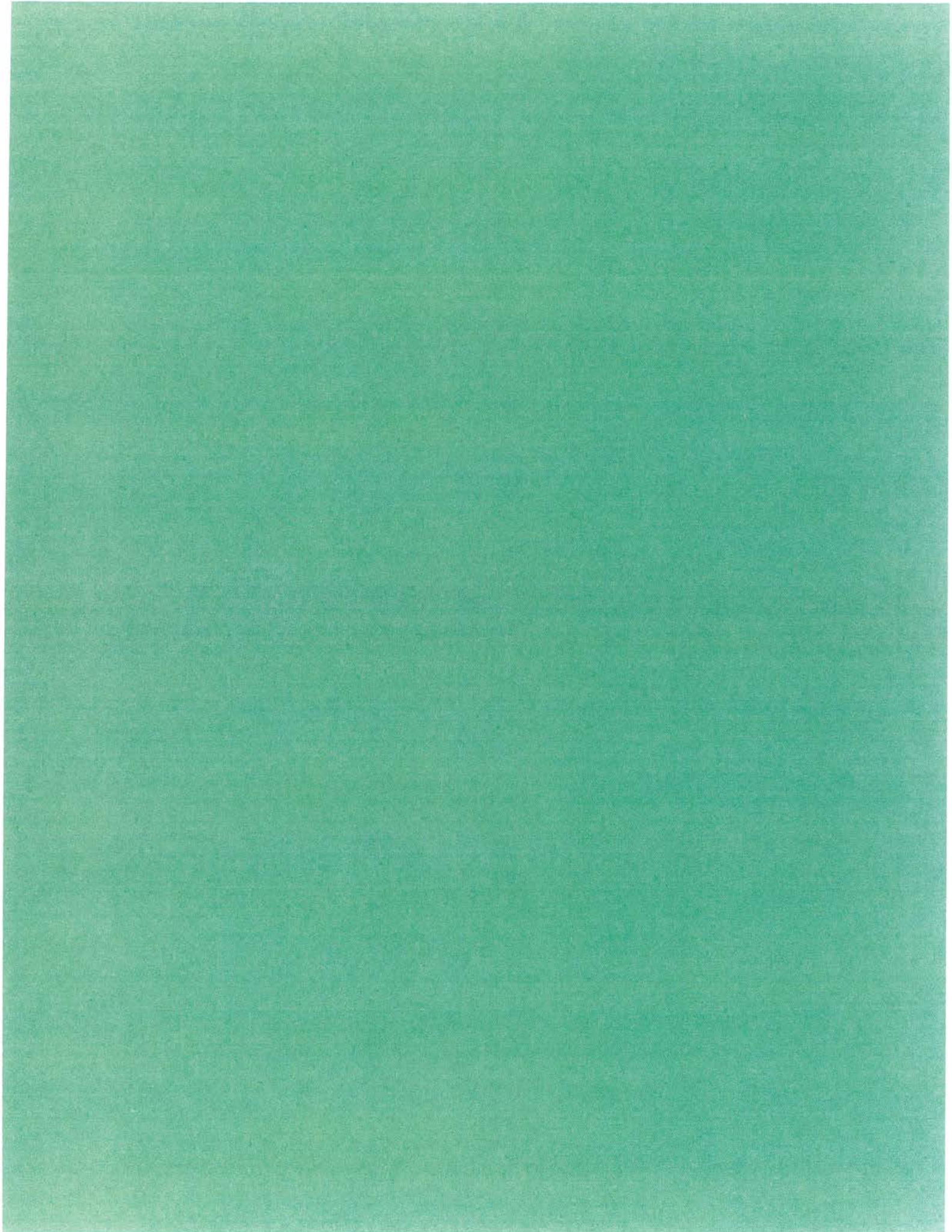
**Re: City of Sacramento – FY 2020-21 PEG Fee Funding Request,
Historic Council Chambers Audio Video Upgrade**

Dear Mr. Davidson:

The City of Sacramento is requesting **\$149,184.42** in FY 2020-21 PEG fee funding from the Sacramento Metropolitan Cable Television Commission.

The City of Sacramento is requesting \$149,184.42 for upgrades to our Historic Council Chambers, a 70in display for public viewing of our Council Meetings, and window coverings for our Council Chambers Media Control Room, as part of our PEG request for FY 2020-2021. Much of the hardware was requested and approved in our PEG 2019-2020 request, however due to the current pandemic, we had to postpone procurement and integration. The Historic Council Chambers, also referred to as the Historic Hearing Room, is where the city will broadcast Council meetings when our New City Hall Council Chamber's is being sanitized or in the event the Council Chambers is non-operational. The City's Historic Chambers, has been used in the past for Council Meetings however Metro Cable, along with the City, have identified several components that need to be upgraded which will provide the city the ability to broadcast and stream from the this room. These audio and video hardware and configuration upgrades are estimated the cost \$123,422. The audio video equipment upgrades range from replacing our Character Generator to the Metro Cable standard, adding solid-state Video Recording for both RAW and compressed video, and adding an additional Granicus Internet Streaming Server. Additionally, the city purchased another 70 in display to help with social distancing while viewing our of Council meetings. The city and Metro Cable will also need to upgrade our Video and Audio transmission from dedicated fiber to IP based encoders using a proposed MaxCom IP transmission network. After these upgrades are installed and operational, the city will have the ability to broadcast future Council Chamber meetings from our Historic Chambers when necessary.

FY 2020-21 PEG FEE Funding Needs:



ATTACHMENT 13

COUNTY OF SACRAMENTO'S FY 2020-21 PEG FEE FUNDING REQUEST (REVISED 9/2/2020)

Clerk of the Board
Florence H. Evans



Board of Supervisors

Phil Serna – District 1
Patrick Kennedy – District 2
Susan Peters – District 3
Sue Frost – District 4
Don Nottoli – District 5

County of Sacramento

September 2, 2020

REVISED

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

Subject: Consideration of Fiscal Year 2020-21 Public, Education and Government (PEG) Fee Funding Application for Enhanced Metro Cable 14 Broadcast Equipment, PEG Facilities Technology and Americans with Disabilities Act (ADA) Upgrades

Dear Mr. Davison,

On behalf of Sacramento County attached for consideration is a request for **\$636,865.70** for Fiscal Year 2020-21 Public, Education, and Government (PEG) grant funding.

Sacramento County is a member agency and has applied for and received PEG funding in prior years for Board Chambers equipment improvements, Americans with Disabilities Act (ADA) equipment upgrades, broadcast functionality in meeting rooms, and additional broadcast/internet streaming options. Continued use of PEG funding will allow for enhancements to existing equipment and systems previously purchased with PEG funding and for purchase of new technology and equipment. The current needs and recommended solutions are as follows:

Meeting Room Equipment: \$536,707.50

Upgraded and add-on cameras in chambers will be used to provide better quality meeting production, streaming to the public, and visibility of areas not currently accessible with the current camera equipment.

Creston updates include replacing the existing Crestron monitor and processor equipment, which is critical to running board meetings. There is a need for upgraded, reliable and supported Crestron equipment because existing equipment is deprecated and ineligible for replacement or repair. As a result of the COVID-19 pandemic, there is a need to install teleconference software

within the Crestron system to allow enhanced sound quality and administrator functionality.

Equipment upgrades and replacement at the dais and staffing tables is included for improved accessibility. Individual speakers that project sound directly to each board member at the dais is needed for better hearing quality. Additionally, enhanced microphone plates at each station is needed to provide higher quality color-distinction between microphones that are muted or unmuted.

Adding open captioning technology that will lay caption text over any current background displayed on the video walls is another accessibility enhancement. New captioning technology allows members of the public to view captioning during a meeting while sitting inside the chambers.

Both Hearing Rooms need system upgrades to allow meetings that are recorded to be transferred to the network and published online for public access. Updating the camera wall panels allows meetings to have more functionality, including choosing different camera angles and holding meetings with different seating options.

Audio Visual Equipment: \$30,908.20

Purchase of enhanced audio for live remote meetings and livestreams, including projects recorded for broadcast on the County's YouTube channel and Metro Cable 14 is required for improved functionality. Having additional speakers allows more sound flexibility in larger rooms, providing quality audio sound for the public and board members. In order for optimal broadcast recording, there is a need for lights, including equipment, mounted on ceilings and stands, to provide fill lights for remote meetings and improved lighting quality at sites with poor lighting conditions.

Additional equipment for meetings held on-location is needed for improved public and fire safety measure, including walkway protection from cable runs, safe distancing and fencing around AV tables and long power extension cords used at large venues.

Additional video cameras with controls for smoother movements for zoom and focus are in need for interviews and other projects for public viewing by stream on Metro Cable 14 and YouTube.

Transportation equipment is needed to store equipment in protective cases that can be transported easily and safely in designated vehicles to haul equipment to and from on-location meetings.

Consideration of Fiscal Year 2020-21 Public, Education and Government (PEG) Fee Funding Application for Enhanced Metro Cable 14 Broadcast Equipment, PEG Facilities Technology and Americans with Disabilities Act (ADA) Upgrades
Page 3

Rollover PEG Fiscal Year 2019-20: \$7,800

The projected roll over costs from PEG FY 2019-20 approved funds for the purchase of the agenda management system is included. Due to service delivery delays, the final payment will not be made in FY 2019-20. The enhanced agenda management technology currently in implementation is a critical component to the public engagement process allowing members of the public access to the agenda, material, video and minutes for current and historical public meetings through a web portal and live stream meetings.

Reimbursement Purchase Fiscal Year 2019-20: \$12,000

A request for reimbursement of costs incurred in FY 2019-20 for the purchase of Blue Jeans Events, video-teleconferencing technology, is included because the Events software was needed to host, manage and livestream public meetings. Purchase of this equipment allowed facilitation of government meetings pursuant to the Ralph M. Brown Act.

Labor: \$49,450

In order to implement PEG projects, including scheduling, testing and configuring technology funded by the PEG grant, the Department of Technology (DTech) allocates labor hours that is not financed by the County's general fund. PEG projects require DTech labor for implementation. This includes the Request to Speak system, a previously approved PEG project that is near final stages of implementation.

Summary of PEG Fund Request: \$636,865.70

Below is an overview of the total charges, which includes a ten percent contingency, shipping/handling, installation, warranty, labor and taxes. Details are included in the attached PEG Fee funding request.

Meeting Room Equipment	\$536,707.50
Audio Visual Equipment	\$30,908.20
Rollover PEG FY 2019-20	\$7,800.00
Reimbursement Purchase FY 2019-20	\$12,000.00
D-Tech Labor	\$49,450.00
Total	\$636,865.70

Please contact me at (916) 874-8150 or Evansf@saccounty.net if you have questions regarding the grant application request.

Consideration of Fiscal Year 2020-21 Public, Education and Government (PEG)
Fee Funding Application for Enhanced Metro Cable 14 Broadcast Equipment,
PEG Facilities Technology and Americans with Disabilities Act (ADA) Upgrades
Page 4

Respectfully,



Florence Evans
Clerk of the Board

Attachments:

ATT-1 PEG Fee Funding Request Form Fiscal Year 2020-21
ATT-2 Project Quotes

cc: Navdeep S. Gill, County Executive
Britt Ferguson, Chief Fiscal Officer

FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment/Facilities)

MEMBER AGENCY: Sacramento County Clerk of the Board

Item	Description	Quantity	Unit Price	Sales Tax	10% Contingency	TOTAL	Installation	Warranty	GRAND TOTAL
1	Camera Upgrade and Add On	1	\$ 282,187.00	\$ 24,691.36	\$ 28,218.70	\$ 335,097.06	\$ 12,043.00	\$ -	\$ 347,140
2	Boardroom Upgrades	1	\$ 84,213.96	\$ 7,368.72	\$ 8,421.40	\$ 100,004.08	\$ 58,990.00	\$ 2,400.00	\$ 161,394
3	Conferencing Interface	1	\$ 3,266.88	\$ 285.85	\$ 326.69	\$ 3,879.42	\$ 7,720.00	\$ -	\$ 11,599
4	Hearing Room Upgrades	1	\$ 8,180.16	\$ 715.76	\$ 818.02	\$ 9,713.94	\$ 6,860.00	\$ -	\$ 16,574
5	Audio Enhancements	1	\$ 8,142.96	\$ 712.51	\$ 814.30	\$ 9,669.77	\$ -	\$ -	\$ 9,670
6	Lighting Equipment	1	\$ 8,761.00	\$ 766.59	\$ 876.10	\$ 10,403.69	\$ -	\$ -	\$ 10,404
7	On Location Equipment	1	\$ 1,800.00	\$ 157.50	\$ 180.00	\$ 2,137.50	\$ -	\$ -	\$ 2,138
8	Transportation Equipment	1	\$ 7,324.00	\$ 640.85	\$ 732.40	\$ 8,697.25	\$ -	\$ -	\$ 8,697
10	OnBase Agenda Upgrade	1	\$ 7,800.00	\$ -	\$ -	\$ 7,800.00	\$ -	\$ -	\$ 7,800
11	Reimbursement - Blue Jeans Events	1	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	\$ -	\$ -	\$ 12,000
12	DTech ECM Labor for Various Projects	1	\$ -	\$ -	\$ -	\$ -	\$ 49,450.00	\$ -	\$ 49,450
		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:						\$ 499,402.70	\$ 135,063.00	\$ 2,400.00	\$ 636,865.70

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

Florence Evans
Signature

Florence Evans, Clerk
Name & Title:

9/2/2020
Date:

ATTACHMENTS 14-17

**CHANNEL LICENSEE'S
FY 2020-21 PEG FEE FUNDING REQUESTS**

Gary Martin, *Executive Director*

August 17, 2020

BOARD OF DIRECTORS

Bob Smith, *Chair*
Kim Mims, *Vice-Chair*
Van Gordon, *Secretary*
Samantha K. Henderson, *Chief
Financial Officer & Treasurer*
Nahid Kabbani
Robert Morin
Kimberly Y. Spears
Alexander Vasquez

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

Dear Mr. Davison,

Please find attached Access Sacramento's request list for equipment related to production and playback on our two public access cable channels. The requested spreadsheet, rationale and vendor quotes are attached.

Access Sacramento is requesting funding for 15 projects. Some continue work that you've seen before, but several are one-time requests for production capacity related to the on-going COVID-19 coronavirus pandemic and are new options.

Our additional PEG Fund budget request for equipment 2020-21 is \$568,824.

Thank you for more than three decades of support for PEG Fund equipment and General Fund operations. The support of the Sacramento Metropolitan Cable Television Commission is critical to our community and the members and board of directors are grateful for supporting our capacity to continue "Making a Difference, One Voice at a Time."

Sincerely,



Gary Martin
Executive Director

Projects

Hometown TV Grant
Hometown Sports Game of the Week
KUBU 96.5 FM
"The Voice of Sacramento"
AccessLocal.Tv Neighborhood News
Live Wire!
Living in the West
Listen Up, Sacramento!
A Place Called Sacramento
Film Festival
"Power of Voice" Award
Annual Event

HOURS OF OPERATION

(Subject to Change)

OFFICE
Monday - Friday
9am - 12:30pm, 1:30pm - 6pm

PRODUCTION
Monday - Thursday
12 Noon - 9pm

Saturday
12 Noon - 9pm

MEDIA LAB
Monday & Thursday
12 Noon - 8:45pm

Tuesday & Wednesday
9am - 6pm

2020-21 Budget Request Detail

PEG FEE FUND – One-Time PEG Equipment

Access Sacramento is grateful for the additional one-time support above the PEG Base for a variety of projects since the PEG Base was originally created in 2005. This support has funded a large-scale upgrade to high-definition production over the last four 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.

2020-21 One-Time Requests

Now that our high definition conversion is essentially complete, this year's requests are primarily for replacement some remaining obsolete equipment and for enhancements to our production capacity.

There are several proposals that are specific to the on-going health crisis.

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

#	Name	Amount
1	Cablecast Radio "The Voice of Sacramento"	\$23,313
2	Coloma TV Studio	\$51,304
3	Coloma Checkout Equipment	\$40,683
4	Coloma Office Copier/Fax/Scanner	\$3,980
5	NNB Video Server & Ingest	\$41,325
6	Office Software	\$4,387
7	Digital Media Lab & IT Network	\$35,632
8	NNB Server Storage and Playback	\$44,344
9	Live U Bonded Cellular Remote Transmission/Server	\$19,485
10	Cloud Storage	\$16,065
11	HD Truck Box Lens	\$132,538
12	Security Camera Expansion	\$2,855
13	Master Control Automation	\$11,615
14	Remote Live Camera System	\$108,782
15	RV Conversion	\$32,517

Non-PEG Base, One-Time Equipment Grand Total \$568,824

Cablecast Radio "The Voice of Sacramento" [Item 1]

Request: \$23,313

This request is primarily to replace the Comrex encoder that has become obsolete and is being discontinued. An older production computers is also being replaced. This includes our automation playback software, supporting our streaming and on-

demand service and installing a uninterruptable power supply UPS in production studio one.

An interesting new option are two checkout training podcasting systems so members who want to being producing at home during this health crisis can be trained to do so, plus a Comrex Opal system for the production studio that will allow a member in the studio to have high-quality over-the-internet guests without using the live-studio call-in feature.

The following items are entirely in support of the members and staff use in creating and distribution of content on Channels 17 and 18 or on the SAP. No PEG money is spent for distribution over the air on a transmitter.

Cablecast Audio - Radio The Voice

Radio 1 - Comrex Access NX Rack Mount (2)	\$ 5,745.27
Radio 2 -Replacement Computer	\$ 2,044.50
Radio 3 - Comrex Opal Remote Audio Gateway (2)	\$ 3,262.50
Radio 4 - Stream monitor	\$ 1,942.28
Radio 5 -Rode Podcaster Pro Kits (2)	\$ 2,364.23
Radio 6 - BSI Automation Software	\$ 2,825.33
Radio 7 - Production Playlist Database	\$ 728.00
Radio 8 - Audio Streaming & VOD Software	\$ 1,440.00
Radio 9 - Studio 1 UPS	\$ 2,961.24
Subtotal	\$ 23,313.35

Coloma TV Studio [Item 2]

Request: \$51,304

The primary element of this request is for a TV Studio control room expansion to include a larger router and a NewTek 3-play replay system In combination with request #13 in this proposal, we would be able to produce multiple camera events where only the camera operators and their cameras are in the field. The entire project could be switched from inside the main studio. This capacity also expands what becomes possible for all member shows who also want to have live guests in the field. Some COVID quality air purifiers and engineering test equipment are also included.

Coloma TV Studio

NewTek 3-play Video Replay / Router / Integration	\$ 45,739.00
COVID Air Purifiers and Filters (5)	\$ 710.85
Engineering: Line Test-Probe Kit	89.99
Engineering: cable tester	40.51
Engineering: Tone Generator	211.68
Engineering: XLR Cable End Tester	220
Engineering: Soldering Tip	26
Sales Tax	\$ 4,115.83
Shipping (estimated)	\$ 150.00

Subtotal

\$ 51,303.86

Coloma Checkout Equipment [Item 3]

Request: \$40,683

This long list of items is actually for two new Coronavirus production plans. The first involves four checkout computers that have editing software and enough capacity for members to use recording technology like Streamyard to create shows right in thee computer. Also included are five smaller field production GoPro cameras and enough technology for people to learn the art of field production with a smaller all-in-one camera system. Add on lights, microphones an tripods provide a smaller portable system that can get more people on the air with less demand for the larger professional camera equipment.

Coloma Checkout Equipment

Alienware Laptop Computer	\$ 9,596.00
LoJack Security	\$ 436.00
Webcam	\$ 3,980.00
Tripod	\$ 600.00
NDI Encoder	\$ 1,996.00
Microphone	\$ 396.00
Wireless Go	\$ 796.00
Omni Lavalier	\$ 500.00
3 light kit	\$ 676.00
handheld mic	\$ 396.00
xlr to usb	\$ 276.00
mic Stand	\$ 140.00

monitors	\$	676.00	
software & Cabling	\$	3,200.00	
pelican cases	\$	1,776.00	
8-port switch	\$	316.00	
Vegas Editing Software	\$	1,596.00	
VM9ix Software	\$	1,328.00	
Headphones	\$	796.00	
Office Podcast Training Equipment	\$	1,202.00	
Angler Background kit	\$	630.00	
Zoom Portable Audio Recorder	\$	1,395.00	
Headphones	\$	349.95	
Zoom Audio Accessory Pack	\$	249.95	
Smart phone Gimble	\$	674.95	
GoPro Camera Kit/tripod/battery/charger	\$	3,109.75	
Sales Tax	\$	3,245.17	
Shipping	\$	350.00	
Subtotal			\$ 40,682.77

Coloma Office Copier/Fax/Scanner [Item 4]

Request: \$3,962.04

This is a renewal of our leased Xerox 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.

Coloma Office Copier

XEROX Copier Rental from Leaf	\$	3,980.28	
Subtotal			\$ 3,980.28

Neighborhood News Bureau AccessLocal.TV Video Ingest / Cloud Transcoding [Item 5]

Request: \$41,324

This project is a hardware and software system providing content delivery to Channels 17 & 18. Access Sacramento can report its Access Remote Digital Transfer remote desktop video delivery system was updated to be more high definition friendly last year, and now allows any of our member-producers to upload their content directly for cable broadcast into our automation. The system allows

members to log in from their home computers to safely submit new programming to the cable channels by transferring and then transcoding the video in the cloud into a perfected file that can air without additional processing. Currently, more than 100 programs each month are made cable ready by using this system, which benefits members across Sacramento County by eliminating distance barriers. They can use this hardware and software delivery system to provide content without driving to the Coloma Community Center. This proprietary system, created especially for Access Sacramento members, accepts most formats for video delivery, transcoding in the Cloud and downloading back to Access Sacramento in the format required by the playback system that feeds the two cable channels. E-mails are automatically generated tracking this Cloud based work so both members and staff know once the submitted programming has been received and is ready for airing on one of the two cable channels.

Included is the video and audio podcast delivery system which supports our youth journalism training program in partnership with a \$25,000 annual grant from The California Endowment's Building Healthy Communities program and our full member use.

The vendor's proposal is based on an Amazon Web Services (AWS) virtual production server providing automatic back-up, transcoding and support for the video, audio and content delivery.

Office Software [Item 6]

Request: \$5,619.53

This item includes renewal of our membership, reservation and inventory control software contract, Automation Log In software, FireSpring Website and e-mail system, and remote credit card system . It also provides for the security of our web connected systems, including the automation's video streaming service.

Office Software

Rue Share Management System	\$ 2,500.00
Covid Related - Staff Storage	\$ 99.00
Firespring Email Web	\$ 1,788.00

Subtotal **\$ 4,387.00**

Digital Media Lab and IT Network [Item 7]

Request: \$35,632

This request provides equipment for the Digital Media lab with software and other production support for the lab and its adjoining IT closet. This proposal renews the Adobe Creative Cloud subscription for video, audio and graphics production but also expands our lab and network security. Expanded memory is provided for in-closet servers. A replacement Wi-Fi Hotspot and in room production lights are also requested.

Digital Media Lab

Adobe Creative Cloud	\$ 9,317.00
NetOp Vision Pro Software	\$ 699.00
Computer Projector/screen/cart	\$ 3,327.00
Rackmount Computer monitor/keyboard	\$ 1,750.00
UPS with network card	\$ 1,818.00
8TB Hard drives	\$ 2,177.92
Wi-Fi Hotspot	\$ 137.00
Kinoflo Light kit pkg	\$ 7,034.60
Kinoflo Barn Doors	\$ 926.50
Folding Base Stand	\$ 438.00
StreamYard Software	\$ 468.00
Vimeo Video Sharing	\$ 600.00
Canva Graphic Software (2)	\$ 238.80
Vmware Network Security	\$ 1,958.00
Veeam Backup License	\$ 1,022.00
eset Antivirus Premium	\$ 600.00
Sales Tax	\$ 2,844.78
Shipping \$62.40 \$45	\$ 275.00
Subtotal	\$ 35,631.60

NNB Servers & Cloud Management [Item 8]

Request: \$44,434

This request supports the management for existing internal servers, a test cloud-based content delivery servers and the operating system including its hardware and content storage specifically to handle both the internet based video collection, podcasts, and other web based media that plays of Channels 17 & 18. Besides the individual video playback, many of these videos are aggregated into half-hour youth based news programs on the cable channel.

Hub & Spoke Internal Storage	\$ 40,776.00	
Sales Tax	\$ 3,567.90	
Subtotal		\$ 44,343.90

Live U Bonded Cellular Remote Transmission/Server [Item 9]

Request: \$19,485

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 seven 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 HD truck and in master control, uses LiveU as the hardware connection to join both sides of the broadcast. With our streaming partner, NFHS Network, we know our highest viewed live program last year was the high school football game with Folsom vs. De La Salle with more than 7,500 live views.

Cloud Storage [Item 10]

Request: \$16,064

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 and managed by the vendor using Amazon Web Services. Original storage is also backed up in the cloud to ensure data isn't lost. 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 [Item 11]

Request: \$132,538

This request is for a highly discounted 99x box lens for the HD truck. The biggest reason we've been told our truck is not as desirable for rent is because of its lack of a box lens for high quality images at a distance.

Security Cameras [Item 12]

Request: \$2,855

This requests adds two additional cameras and an additional motion detector into our existing security system. Based on this year’s disastrous water damage incident in Master Control and other desires for improved security by staff, this proposal will help.

Master Control Automation [Item 13]

Request: 5,623.25

This proposal primarily adds remote log in capacity and security for the Cablecast automation from Tightrope, but also adds remote login capacity to the hyperdecks for programs not yet ingested into the server.

Master Control

Hyperdeck IP Control to Cablecast	\$ 2,000.00	
Tightrope Software Assurance & Reflect VOD of Stream Hosting	\$ 3,800.00	
Replacement Laptop Computer	\$ 2,917.75	
TeamViewer Software for Business (3)	\$ 1,764.00	
Monitors (2)	\$ 664.93	
Sales Tax	\$ 467.83	
Subtotal		\$ 11,614.51

Remote Live Camera Studio Capacity [Item 14]

Request: \$108,782

This proposal from LiveU is a COVID compliant attempt to replicate the big remote capacity when health circumstances simply do not allow a big HD truck to be involved. By placing four live cameras in the field, this system allows video and audio to use bonded cellular technology to send the signals back the Coloma Community Center TV studio production control room, where the signals are automatically pushed into sync for a live production. This temporary solution should help this year in a world where large events like sports and other community workshops, panels, training classes or musical performances are routinely being cancelled or postponed.

RV Flair Remodel [Item 15]

Request: 32,517

This proposal allows us to repurpose our RV Flair from being a Standard definition remote TV control room into a crew transport and grip truck. We currently use a large van to transport people and equipment while the RV sat mostly idle. With the conversion, we will also be able to automatically travel with our second power generator, which now requires a staff member to use his personal pick up truck for situations where site power is not available.

FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment Facilities)

CHANNEL LICENSEE NAME: Sacramento Community Cable Foundation dba Access Sacramento

Item	Description	Quantity	Unit Price	Sales Tax	TOTAL	Installation	Warranty	GRAND TOTAL
Cablecast Audio - Radio The Voice of Sacramento	Remote monitoring, podcasting production, automation software, Uninterruptible Power Supply UPS	1	\$ 23,313.35	\$ -	\$ 23,313.35	\$ -	\$ -	\$ 23,313.35
Coloma TV Studio	Netek 3-play, router, test equipment	1	\$ 38,993.03	\$ 4,15.83	\$ 43,108.86	\$ 8,195.00	\$ -	\$ 51,304
Coloma Checkout Equipment	Editing & Streaming Computers (4), mini-camera kits (5) monthly lease	1	\$ 37,437.60	\$ 3,145.17	\$ 40,582.77	\$ -	\$ -	\$ 40,583
Coloma Office Copiers	monthly lease	1	\$ 3,660.00	\$ 320.28	\$ 3,980.28	\$ -	\$ -	\$ 3,980
Video Servers	video storage, ingest portal and video transcoding member and inventory tracking, staff storage, web and email management	1	\$ 37,999.80	\$ 3,324.92	\$ 41,324.72	\$ -	\$ -	\$ 41,325
office software	editing software, UPS, computer projector, harddrives, light kit, security software	1	\$ 4,387.00	\$ -	\$ 4,387.00	\$ -	\$ -	\$ 4,387
Media Lab / IT Network	editing software, UPS, computer projector, harddrives, light kit, security software	1	\$ 31,786.82	\$ 2,844.78	\$ 35,631.60	\$ -	\$ -	\$ 35,631
Video Storage & Playback	Video storage and playback	1	\$ 40,776.00	\$ 3,567.90	\$ 44,343.90	\$ -	\$ -	\$ 44,344
Live Truck Connectivity	LiveU Service	1	\$ 17,910.00	\$ 1,575.00	\$ 19,485.00	\$ -	\$ -	\$ 19,485
Cloud Storage	Video archive	1	\$ 14,772.00	\$ 1,292.55	\$ 16,064.55	\$ -	\$ -	\$ 16,065
HD Remote Truck	Box Lens	1	\$ 121,874.00	\$ 10,664.00	\$ 132,538.00	\$ -	\$ -	\$ 132,538
Security	security camera and motion detector addition	1	\$ 2,487.62	\$ 217.67	\$ 2,705.29	\$ 150.00	\$ -	\$ 2,855
Master Control	automation software, Remote Hyperdek control, computer and remote log, monitors	1	\$ 11,146.68	\$ 467.83	\$ 11,614.51	\$ -	\$ -	\$ 11,615
Remote Live Camera System	LiveU 4-camera transmitters, server receivers, synch & tally Light system	1	\$ 100,049.62	\$ 8,732.50	\$ 108,782.12	\$ -	\$ -	\$ 108,782
RV Remodel	Conversion of SD truck to Equipment Transport	1	\$ 10,089.50	\$ 750.32	\$ 10,839.82	\$ 21,677.50	\$ -	\$ 32,517
		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:					\$ 538,801.77	\$ 38,022.50	\$ -	\$ 568,824.27

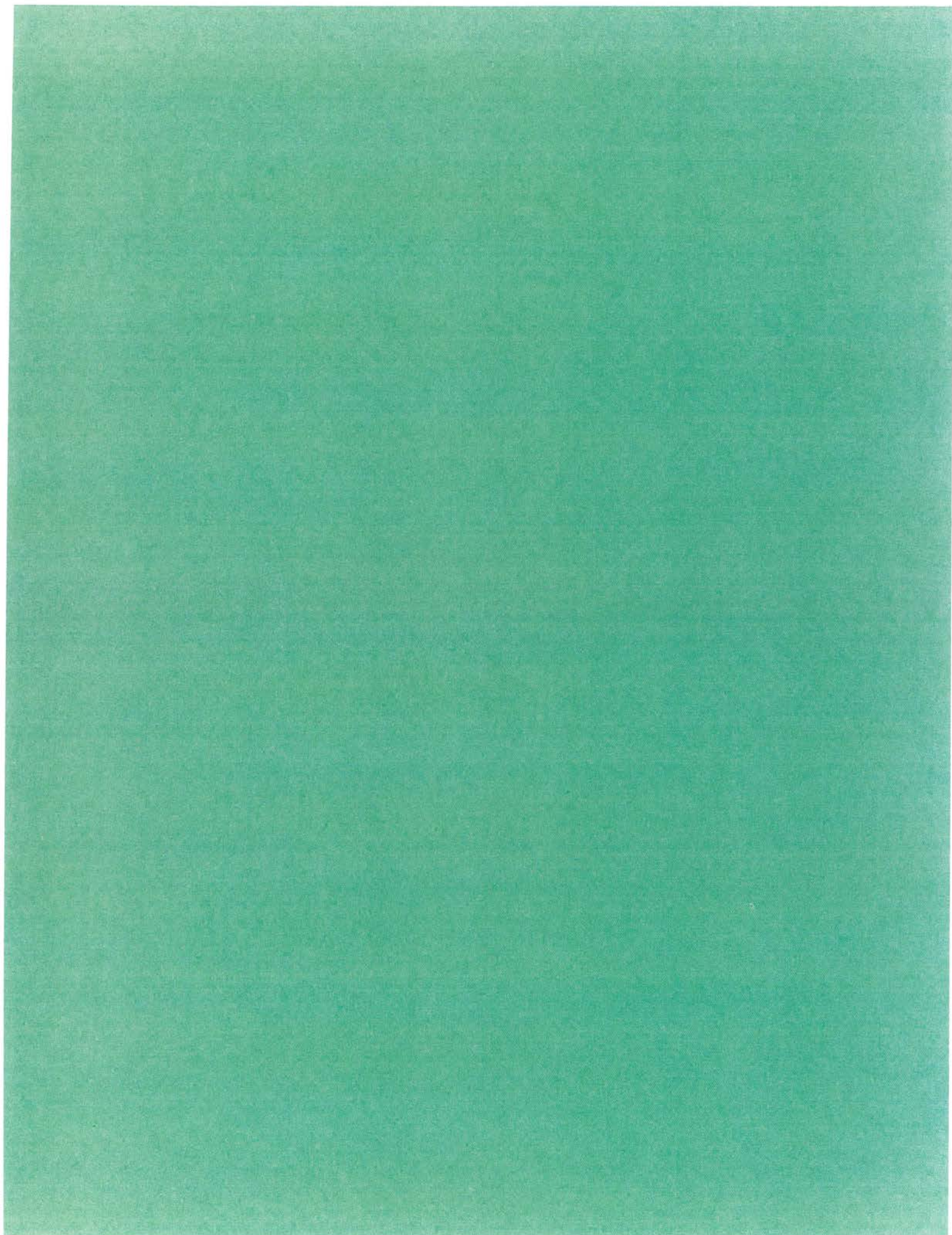
Please attach vendor quotes / supporting documentation for all of the items requested above.

Gary B Mart

Signature

Gary Martin, Executive Director
Name & Title:

Aug 17, 2020
Date:





August 14, 2020

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

RE: Fiscal Year 2020-2021 PEG Funding Request

Dear Mr. Davison and Cable Commissioners,

The Sacramento Metropolitan Cable Television Commission has provided vital annual support to CapRadio for over 30 years. In that time, our organization expanded its programs and services, grew our staff, and met the 21st century challenges of being a broadcast and digital media provider because of the financial support of SMCTC.

We are grateful for the 2020-2021 operations request that was granted this year. In addition to the general operations funding, we are also requesting support for a one-time **PEG equipment purchase in the amount of \$16,525.**

In this time of crisis, CapRadio is on the front-line reporting on the Coronavirus pandemic in our region and across California, and we have moved to a 24/7 mostly remote operation to cover one of the biggest news stories of our lifetimes. Our role as a broadcast and digital news outlet is more important than ever because we're providing our region and the entire state with the day-to-day information that matters. Our staff members are taking on new roles and responsibilities, our workflows have changed, and it has not come without cost.

The Comrex audio devices are designed to deliver high-quality, low latency (delay) audio over the pedestrian internet, no other special equipment is needed except microphone and basic wiring. As of now, we're able to use these devices in the following ways:

- CapRadio has installed an audio Codec at the Governor's Office of Emergency Services. This allows us and several other public media organizations to get low-delay, high-quality audio delivered to studio HQ for the Governor's daily noon press conferences.
- CapRadio's reporters, hosts, and news anchors can remain safe and socially distant at home while still delivering the high-quality audio to the studios over the internet, essentially daily remote broadcasts.

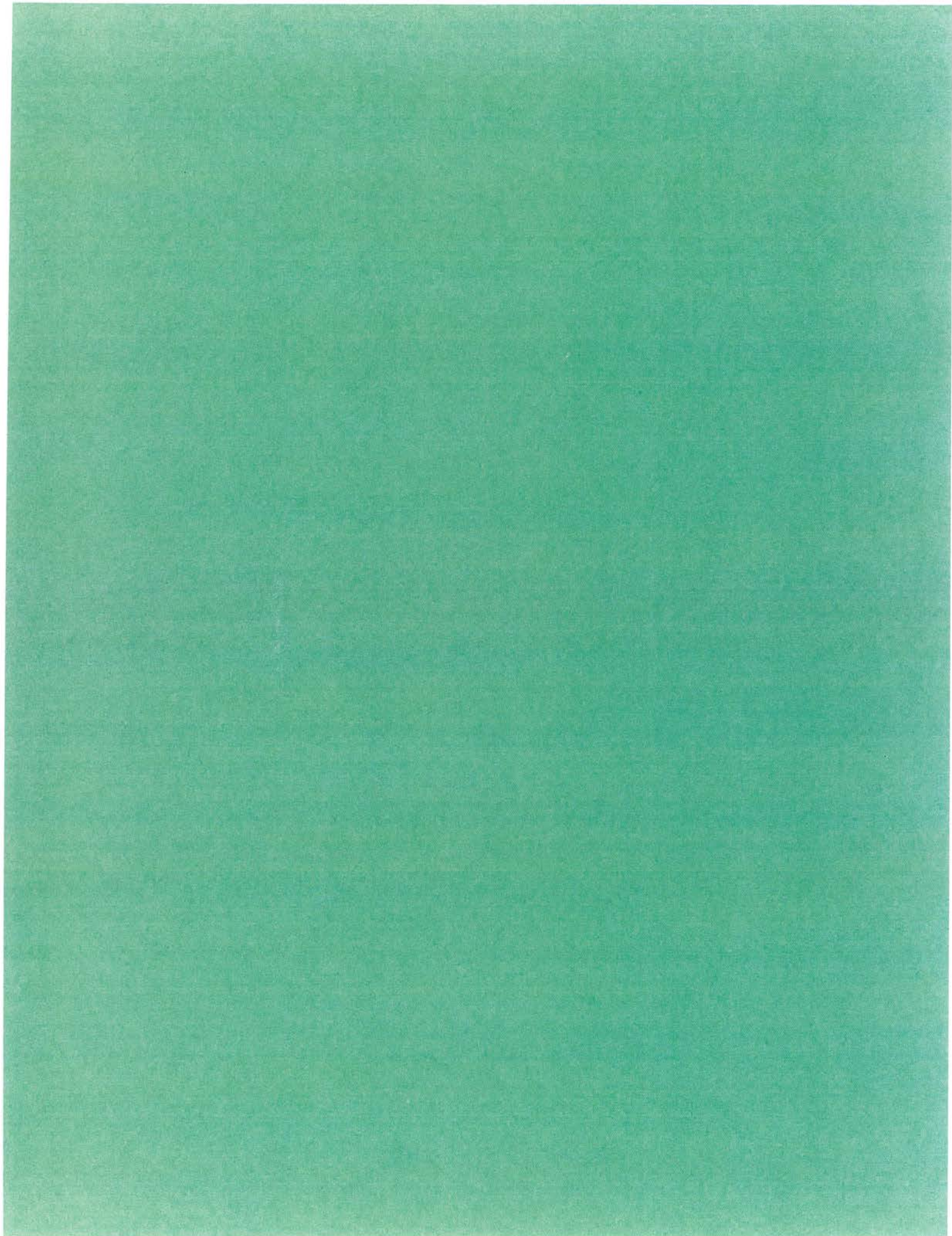
The total PEG funding request for fiscal year 2020-2021 is \$16,525.

As part of our recognition for your support, the SMCTC is acknowledged on-air a minimum of once per month on our 90.9 FM and 88.9 FM stations, and is lined on our website at capradio.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Jun Reina", written over a white background.

Jun Reina
General Manager



August 7, 2020 (revised August 27)

Sacramento Metropolitan Cable Television Commission
799 G Street, 4th Floor
Sacramento, CA 95814

Dear Commission:

Thank you for the opportunity to request 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 \$886,257.10 for capital items consistent with items designed for purchase through the 1% PEG fee.

Our request includes projects that will strengthen KVIE's production/content creation abilities and our technical core and program dissemination.

Avid Media Creation Project

The media creation system is used to create and edit programming for all our channels, including our PEG channel. It permits file storage, editing, and sharing and all our editing workstations connect to it. Our current media creation system was pieced together by an integrator using multiple manufacturers. It has proven to only be manageable by the integrator who designed it because of custom programming, which we cannot maintain. It is susceptible to failure from minor software updates because of the mix of so many manufacturers. The integrator is closing his business as of December 31, 2020. Thus, the need for this project. Our current media creation system will cease to be supported as of that date. Since the KVIE engineering staff will be deeply involved in the installation, set up, and operation of the Avid system, we will rely less on external support.

Working with a single company, Avid, that supplies and is responsible for both hardware and software, reduces the number of system interfaces which, in turn, reduces the number of support agreements. The long-term cost of ownership is thereby reduced.

Broadcast Archive Project

KVIE uses the broadcast archive to store and retrieve PBS and local content created in the production system for on-air playback, including the PEG channel. We propose to switch from a tape-based LTO archive to a disk-based archive. Designing the system ourselves saves consulting costs and eliminates the \$22,000 annual support agreement for the LTO archive device. We will be in a better position to maintain the system and control costs. A disk-based archive offers protection, mirroring, physical redundancy, and scalability.

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 FY21 Budget, PEG Fee Funding Request, Vendor/Equipment Price Quotes

AVID MEDIA CREATION PROJECT

INTRODUCTION

The media creation system is used to create and edit programming for all our channels, including our PEG channel. It permits file storage, editing and sharing. All our computer editor workstations connect to it. It has asset management capabilities that allow us to manage, review and archive our media files.

The present media creation system was pieced together by an integrator using multiple manufacturers. It has proven to be only manageable by the integrator that designed it because of custom programming, which we cannot maintain. It is susceptible to failure from minor software updates because of the mix of so many manufacturers. The integrator is closing his business as of December 31, 2020. Thus, the need for this project.

PROPOSED PROJECT

We propose to switch to a single company that supplies and is responsible for both hardware and software. That company is Avid. Avid systems are in use all over the world. Hollywood creates movies using Avid.

We will work with a single reseller who will perform certain critical tasks during installation and be a support resource. The KVIE engineering staff will be deeply involved in the installation, set up and operation of the system. Key members of the KVIE production staff will be trained in and have responsibility for daily operation. Thus, we will rely less on external operational support, which will be available as needed.

FINANCIALS

The project is summarized in Table 1.

MEDIA CREATION COST SUMMARY	
Avid System Total (Before Tax)	\$753,399.22
Estimated Avid Sales Tax	\$18,733.93
Shipping Costs for Avid Gear	\$5,000.00
Avid System Total With Shipping	\$777,133.15
KVIE Installation Expenses	\$8,469.67
Project Grand Total	\$785,602.82

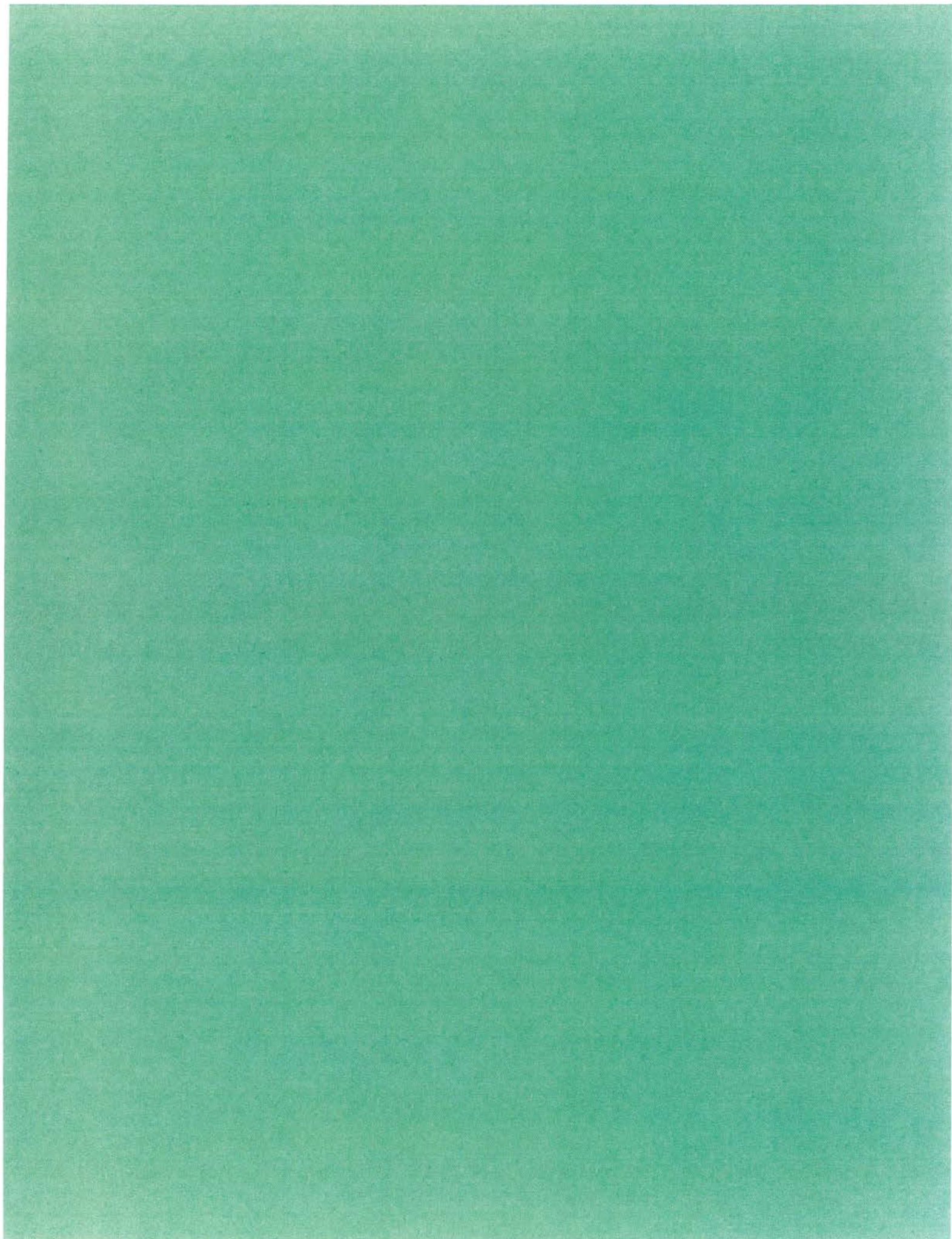
Table 1

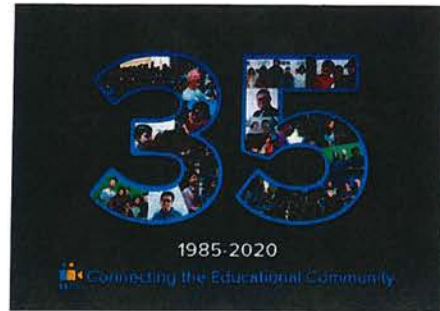
**KVIE Budget Report
Fiscal Year 2020/2021**

KVIE Total	FY2021 Budget
Revenue Sources	
SMCTC Operations Grant *	\$ 256,355
SMCTC (PEG) One-Time Equip	\$ 886,257
Dues/Memberships/Fees	\$ 6,080,085
Interest	\$ 132,000
Other	\$ 4,849,298
Total	\$ 12,203,995
Expenditures	
Personnel	\$ 4,141,848
Services & Supplies/Operations/G&A	\$ 8,339,760
Grants/Scholarships	\$ -
Fixed Assets/Equipment	\$ 85,000
Total	\$ 12,566,608

***Please Note:**

The operations grant amount is the FY20 amount since our FY21 budget was due before SMCTC's final approval of the FY21 amount.





2020-2021 PEG FUNDING REQUESTS

The Sacramento Educational Cable Consortium (SECC) is requesting 2020-2021 PEG Funding in 3 areas:

- SEVA Labs: SEVA Student Home Studio Support: \$111,200
- SECC Production Equipment: \$19,085.49
- SECC Office Equipment: \$3352

Total PEG Funds Requested: \$133,637

Since March of last year SECC had quickly adapted its operations, sometimes on a daily basis, to accommodate the educational needs of the Sacramento community, students, parents, teachers and districts. Building on lessons learned over the past 6 months and addressing the immediate needs of students, teachers and administrators while planning ahead for the unknown, the SECC Board and staff have carefully assessed plans that will provide flexibility, cost effectiveness, and assist in all areas of district collaboration and support.

SEVA Labs: SEVA Student Home Studio Support

SECC is “re-imagining” its annual SEVA Grant Program to respond to the immediate needs of SEVA teachers and students during these unique and challenging remote learning times. SECC is requesting funding specific to the needs identified by SEVA teachers for their students.

During the past 5 months SEVA students have produced a significant number of videos detailing their lives, challenges, thoughts and goals during the pandemic. SEVA Teachers have gone the extra mile to motivate and collaborate with their students, being a positive bright light for the Sacramento community in a challenging time. Check out [Share Your Story](#) for a sample videos.

As SECC has worked closely with the teachers and as we enter the new school year with students engaging from home it is clear the students need basic equipment to supplement

their home grown “At Home SEVA Studios.” Creating new in-school SEVA Labs did not make sense when there is a great need to help students and families at home. SECC is proposing funding to purchase “packages” for teachers to check out to their students for use during the semester at home (note – students cannot share equipment). Upon completion of the semester, the equipment would be returned to the teacher for subsequent use by new students/classes.

New this year will be the “match” or “buy in” from the school and district. This has transferred to a “match” from teachers, student and parents. A match of time, commitment, creativity and “studio space” at home by students and their families to making the SEVA program grow during the year. To participate in the SEVA Studio Lab grant program, students and teachers need to regularly contribute programming to the educational channels and participate in the SEVA competition.

SECC sent out notices to all SEVA and media teachers in Sacramento notifying them of SECC’s intent. SECC invited all SEVA/Media teachers to a free 2-day ZOOM training workshop. [2020 SEVA Summer Training – Reimagined: A Virtual Experience](#)

A general session was held to review and discuss the teachers needs and suggested packets. Attached to this request is the spread sheet that totals the requests of the teachers, names the schools, districts and number of students served.

In requesting equipment teachers were asked to:

- Provide “one to one” NEEDED/APPROPRIATE equipment for their students producing media from home.
- Assess and not duplicate useable equipment in existing SEVA labs than could be sent home for the students
- Assess equipment students currently have at home – cell phones, cameras, tablets with cameras etc. – and not to duplicate this equipment
- Assess appropriate equipment needed – a beginning media student will not need a full-blown lighting set up, sophisticated camera, etc.
- Not all teachers had class list and they were asked to complete the form with their best estimates.

PACKAGE 1 - Reporter Setup - \$55.95 each

- [Mini Tripod with Removeable LED Ring Light](#)
- [Wired Lavalier Microphone for Phones](#)
- [Microphone Cable Adapter for iPhone](#)

PACKAGE 2 - Host Setup - \$110.65 each

- [6' Light/Camera Stand with 2 Integrated Bi-color LED Lights](#)
- [Wired Lavalier Microphone for Phones](#)
- [Microphone Cable Adapter for iPhone](#)

PACKAGE 3 - Field Kit Fundamentals - \$397.36 each

- [Canon Vixia Camcorder](#)
- [32GB SD Card](#)
- [USB SD Card Reader](#)
- [Headphones](#)
- [Mini Tripod](#)
- [Wired Lavalier Microphone for Camcorders](#)
- [Soft Camera Bag](#)

Teachers were also requested to indicate if there was additional equipment needed by students, especially if the packages did not fit their needs. They were given the following options:

- [Mini Tripod with Optional LED Ring Light](#)
- [6' Light/Camera Stand with 2 Integrated Bi-color LED Lights](#)
- [Wired Lavalier Microphone for Phones](#)
- [iPhone Lightning Adapters for Microphones](#)
- [Canon Vixia Camcorder](#)
- [Canon Replacement Battery \(BP-727\)](#)
- [Mini Tripod \(No Light\)](#)
- [32GB SD Card](#)
- [USB SD Card Reader](#)
- [Headphones](#)
- [Wired Lavalier Microphone for Camcorders](#)
- [Soft Camera Bag](#)

Notable comments from teachers:

• *During virtual learning we plan to start with weekly bulletins/show and go from there. My students will each produce at least 1 video in each of the SEVA categories. Since we are a broadcasting class, our focus will be school news.*

• *I have a mixture of new and advanced students in each class. I plan on allowing the advanced students access to the higher end equipment (camera kits). They will be making news, field reports, instructional, PSAs, documentaries, blogs, short narratives, music videos and potentially a morning show. As a Title 1 school many of my students (and parents) don't have the means to produce quality product. They have the imagination and drive; I want to give them every resource possible to enhance their creativity.*

• *I currently have 50 students enrolled in my broadcast class. The program is very popular, and I like to accept as many students as are interested! I have a good number of working cameras*

and tripods and hope to augment their number with reporter and anchor kits to leverage the phones owned by students. I have 4 teams that each produce one show per week. If I could supply each of my teams with two anchor kits and 4 reporter kits, it would enable these new journalists to produce higher quality work than what they could produce without the equipment.

Total Students Served:	2,000
Total Classes Served:	68
Total Schools Served:	35
Total Districts Involved:	9

Total Funds Requested: \$111,200

SECC Production Equipment

1. Apple iMac Pro

As SECC continues to work with students, teachers and districts, our editing workstations are being used more than ever to quickly create content from a variety of sources: cameras footage (1080 & 4K), Zoom recordings, computer feeds and archival footage. Timeliness is everything in today's changing environment and the communication needs of our membership (Superintendent messages). We have three edit stations and we have replaced two of them (5-6 year old Mac Pro units) with iMacPro computers. This request will update our third editing computer to enable faster encoding, better processing speed for near real time editing and quicker turn arounds. Our last MacPro workstation struggles to handle 4K footage, bringing the computer to a halt, requiring extra time for it to catch up to commands and render content. This upgrade will allow our editors to edit in near real-time with increased rendering speed and responsiveness for today's expected quick turnarounds.

2. Samsung SSD Drives

Up until now, our external hard drives are economical 7200 rpm units that have been able to handle 1080 HD footage. With single cameraperson productions during COVID, we're increasingly shooting in 4K to get multiple shots from the same camera. In addition to faster computers, SSD hard drives are part of the equation to enable the quickest transfers and connection for the computer to access the footage during an edit. These drives will directly support our ability to edit content of all resolutions quickly and cost effectively, helping our overall productivity.

3. Wall Mounted Background Kit & Paper

Since school facilities are closed during COVID, we're shooting more content in the SECC office warehouse. For safety and quick usage, we'd like the ability to mount multiple paper background rolls on the wall in the warehouse. Once mounted, we can simply pull down the proper background for the talent, rather than setting up a portable background system each time, which creates an additional tripping hazard. These 12' wide background rolls will give us more background space and to socially distance presenters.

4. Lighting Truss System

In addition to the background system above, the lighting truss system supports our additional COVID production shooting in the SECC office warehouse with a safer and simplified lighting strategy. Currently when we shoot at SECC, we setup 5 to 8 lights on individual stands for a shoot along with separate power cables. Unfortunately, this creates multiple tripping hazards and obstructions in the shooting space and warehouse. Using the existing LED lights, we use for portable shoots, the proposed truss system will allow us to safely mount the lights overhead creating a quick, professional lighting system that can be raised, lowered and moved out of the way with two people. Two truss setups are proposed, one for the background and the other for talent. Cable management will also improve since power feeds can remain on the truss system and routed to one connection point of house power.

5. 25' Power Cables & Surge Protectors

Along with the truss system, we're requesting new power cables that can be semi-permanently attached to the system. By attaching a power line to each truss setup (background and talent), we can more safely manage our cables and speed up our setup. Each truss will have a centrally located surge protector mounted to the system and a 25' extension cable to the house power, limiting tripping hazards.

6. C-Clamp with 5/8 Stud

The last piece of the truss puzzle is the c-clamps that will attach the lights to the truss system. The c-clamps will hang from the truss system and the lights are connected to the c-clamp's 5/8 stud with a simple turn of a hand screw and the attachment of a safety cable. While in COVID, half (5) of the SECC lights can remain on the truss system, ready for immediate use while the remaining lights can be added when needed.

Post-COVID Needs

7. Blackmagic Fiber Talkback Converter, SFP Receivers, HyperDeck Mini Recorders

With the addition of the SECC Production Van, we moved to fiber-based transmission of video, audio and intercom for on-location multi-cam productions. We have a 12-strand tactical fiber that serves as the main feed to the van. Inside the room we're shooting in, we have a breakout box that each camera's individual fiber cable (carrying video, return video, audio and intercom) connects to before combining on the 12-strand fiber to the van. Over this past year, we've come across some sites where we can't tether the van's 12 strand tactical fiber into a building due to safety concerns, building accessibility or distance to the van due to parking

restrictions. For example, at SCOE, the only entry point is their front entrance, which we're not allowed to bring our fiber line through.

For that reason, we have a backup mobile production setup with us to partially recreate the van control room inside the building, but we're not able to use the individual fiber lines to move signals. We need to deploy separate SDI, intercom and XLR cables to wire the room, creating increased setup time and cable hazards. We also temporarily remove some hardware from the van to complete the setup.

This proposal will add basic fiber transmission to the mobile setup, so that we can leverage the individual single fiber lines that carry video, return video, audio and intercom to the control location. One fiber cable, rather than three much larger cables and additional intercom hardware. In addition to the fiber transmission, we'd also like to upgrade the recording devices in the mobile setup to SD card based Blackmagic Hyperdeck Mini Recorders. We're currently using a five-year-old original Hyperdeck unit that only records one signal at a time. This solution will allow for three units in the same rack space, with redundancy on inexpensive SD cards. The three units will allow isolation recording of different feeds during a production, especially computer feeds that don't have a recording device already (like a camera) in the signal workflow.

8. Single Mode Fiber Cables

Over the past year, our 250' single fiber lines have been used the most and one has been damaged while in the field. We've also found that we need more of the 250' lengths than we currently have (3). This would replace the one damaged unit and add three additional cables to give our team more flexibility and redundancy.

9. 50' Power Extension Cables

We currently have two 50' power cables for remote shoots. Over the past year of shooting with the van, we've had multiple times where we didn't have enough power lines to reach our camera positions in a shooting location. We would resort to battery solutions, which was problematic with our fiber transmitters after 90 minutes of shooting. This request serves a need in post-COVID, when we can return to shooting in gyms and large auditoriums that have limited power sources.

10. Van Awning

On location shoots, we'd like the ability to create a shaded and/or dry area for equipment setup and staging. When we're on location, we stage most equipment next to the van and then move it into the shooting space. An awning can be attached to the existing rack system, so that we can protect the gear from weather and shade the entrance to the van's control room.

TOTAL REQUESTED PRODUCTION EQUIPMENT: \$19,085.49 (See attached quotes)

SECC Office Equipment

- HP Color Laser Jet Professional Printer: This printer will replace the 15-year-old current Laser Jet printer in the SECC office. See attached quote: \$1500
- MacBook Pro Laptop – replaces 6-year-old MacBook Air. See attached quote: \$1,851.66

Total Office Equipment Funds requested: \$3352

SECC appreciates the on-going support and consideration of the Sacramento Metropolitan Television Cable Commission and its staff. Please let us know if there are questions or further information needed.

2020-21 SEVA Labs: SEVA Student Home Studio Support

District	School	Number of Video Classes	Total Students	Existing SEVA Field Kits	PACKAGE 1 - Reporter Setup	PACKAGE 2 - Host Setup	PACKAGE 3 - Field Kit Fundamentals	Additional single items requested
Center	Wilson C. Riles Middle School	1	25	3	15	4	0	40
Center USD	Oak Hill Elementary	1	25	6	5	5	0	56
Elk Grove	Helen Carr Castello	1	35	4	15	10	10	0
Elk Grove	Florence Markofer Elementary	2	60	2	30	30	0	0
Elk Grove	James McKee	1	20	5	10	7	3	10
Elk Grove	Samuel Jackman	2	44	8	44	0	0	0
Elk Grove	Ellen Feickert	1	20	6	20	0	0	0
Elk Grove	Sunrise Elementary	1	30	2	0	20	4	0
Elk Grove	Franklin High School	3	45	None	4	2	3	0
Elk Grove	Cosumnes Oaks	5	180	None	15	4	3	0
Elk Grove	Sierra Enterprise	1	20	6	10	10	4	0
Elk Grove	Marion Mix	1	28	None	29	0	0	0
Elk Grove	Herman Leimbach	1	5	4	0	2	0	0
Elk Grove	Toby Johnson Middle School	4	152	11+	16	8	0	0
Folsom	Folsom High School	5	180	None	0	0	0	20
Folsom	Cordova High	1	38	8	15	6	8	142
Galt Elem	McCaffrey Middle School	1	22	4	8	6	3	27
Galt High	Galt High School	1	30	6	15	5	0	12
Natomas	Inderkum	5	175	11+	4	2	2	24
Natomas	American Lakes	1	35	4	6	6	2	0
Natomas	Natomas High School	1	36	None	9	2	0	0
Sac City	Kit Carson International Acad	0	70	5	4	3	2	10
Sac City	Albert Einstein Middle School	2	38	8	6	6	15	5
Sac City	Oak Ridge Elementary School	1	30	None	30	8	1	0
Sac City	Sutter Middle School	1	60	5	25	0	0	15
Sac City	Pacific Elementary	2	36	6	6	0	10	13
San Juan	Arden Middle	1	36	7	0	30	5	0

2020-21 SEVA Labs: SEVA Student Home Studio Support

San Juan	Del Campo High School	3	90	2	20	10	0	0
San Juan	Laurel Ruff	4	60	None	8	4	4	3
San Juan	Will Rogers Middle School	1	36	6	20	4	6	30
San Juan	El Camino	5	130	11+	0	0	0	40
San Juan	Andrew Carnegie Middle	1	32	None	11	5	0	64
San Juan	Casa Roble High School	2	72	None	36	3	0	4
Twin Rivers	CCAA HS	2	50	None	10	10	10	10
Twin Rivers	Creative Connections Arts	3	90	None	0	0	6	24
		68	1999		446	212	101	549
Totals					\$24,953.70	\$23,457.80	\$38,904.19	\$17,498.50
							Total	\$102,480.19
							Tax	\$8,710.82
							Total	\$111,191.01

**FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST
(PEG Equipment/Facilities)**

CHANNEL LICENSEE NAME: SACRAMENTO EDUCATIONAL

Item	Description	Quantity	Unit Price	Sales Tax	TOTAL	Installation	Warranty	GRAND TOTAL
SEVA LABS: Student Home Studio Support	PER ATTACHED BREAKDOWN for 2000 students/35 schools/68 classes	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,200
PRODUCTION EQUIPMENT	Samsung 2TB SSD Drives	4	\$359.99	\$ -	\$ 1,439.96	\$ -	\$ -	\$ 1,440
	Apple iMac Pro	1	\$6,899.00	\$ -	\$ 6,899.00	\$ -	\$ -	\$ 6,899
	Wall Mounting Kit for Backgrounds	1	\$134.80	\$ -	\$ 134.80	\$ -	\$ -	\$ 135
	140" Green Paper	1	\$256.99	\$ -	\$ 256.99	\$ -	\$ -	\$ 257
	140" Black Paper	1	\$239.99	\$ -	\$ 239.99	\$ -	\$ -	\$ 240
	140" Storm Gray Paper	1	\$256.99	\$ -	\$ 256.99	\$ -	\$ -	\$ 257
	140" White Paper	1	\$214.99	\$ -	\$ 214.99	\$ -	\$ -	\$ 215
	50' Power Extension Cables	4	\$29.95	\$ -	\$ 119.80	\$ -	\$ -	\$ 120
	25' Power Extension Cables	2	\$28.95	\$ -	\$ 57.90	\$ -	\$ -	\$ 58
	8 Outlet Surge Protector	2	\$23.75	\$ -	\$ 47.50	\$ -	\$ -	\$ 48
	DeSisti C-Clamp with 5/8 Stud	10	\$33.30	\$ -	\$ 333.00	\$ -	\$ -	\$ 333
	Blackmagic Fiber Talkback Converter	1	\$2,495.00	\$ -	\$ 2,495.00	\$ -	\$ -	\$ 2,495
	SFP Receivers	8	\$89.00	\$ -	\$ 712.00	\$ -	\$ -	\$ 712
	Blackmagic Hyperdeck Mini Recorders	3	\$695.00	\$ -	\$ 2,085.00	\$ -	\$ -	\$ 2,085
	Blackmagic Rack Shelf for Recorders	1	\$85.00	\$ -	\$ 85.00	\$ -	\$ -	\$ 85
	LC to LC Singlemode Fiber Optic Patch Cable (246.1', Yellow)	4	\$35.95	\$ -	\$ 143.80	\$ -	\$ -	\$ 144
	Lighting Truss System for Warehouse	1	\$847.25	\$ -	\$ 847.25	\$ -	\$ -	\$ 847
	Vanco Van Awning	1	\$1,061.37	\$ -	\$ 1,061.37	\$ -	\$ -	\$ 1,061
	Total Production Tax	0	\$ -	\$1358.15	\$ 1,358.15	\$ -	\$ -	\$ 1,358
	Total Production Shipping	0	\$ -	\$ -	\$ -	\$297.00	\$ -	\$ 297
OFFICE EQUIPMENT	Lap Top Computer	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	13-inch MacBook Pro	1	\$1,699.00	\$ 148.66	\$ 1,847.66	\$ 4.00	\$ -	\$ 1,852
	Color LaserJet CP5225	1	\$1,500.00	\$ -	\$ 1,500.00	\$ -	\$ -	\$ 1,500
TOTAL FISCAL YEAR 2020-21 PEG EQUIPMENT FUNDING REQUEST:								
					\$ 22,196.15	\$ 301.00	\$ -	\$ 22,497.15

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

Signature

Elizabeth Rhoades

Name & Title: Elizabeth Rhoades, Executive Director

Date: Aug 17, 2020

ATTACHMENT 18

**RESOLUTION NO. 2020-010, APPROVING
AND AUTHORIZING EXECUTION OF THE
FISCAL YEAR 2020-21 PEG FEE FUNDING
AGREEMENTS FOR MEMBER AGENCIES OF
THE SMCTC**

SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

RESOLUTION NO. 2020-010

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION
OF THE FISCAL YEAR 2020-21 PEG FEE FUNDING AGREEMENTS 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 Fiscal Year 2020-21 Pro-Forma Funding Agreement for Member Agencies of the Sacramento Metropolitan Cable Television Commission, attached hereto and incorporated herein; and

FURTHER BE IT RESOLVED AND ORDERED that the Commission’s Board of Directors hereby approves the Fiscal Year 2020-21 Public, Education and Government (PEG) Channel Facilities Fee funding requests as submitted for the purpose of providing funding to the Member Agencies for the period of July 1, 2020 to June 30, 2021; 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 in consultation with Commission Legal Counsel; 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 3rd day of September 2020, by the following vote, to wit:

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

ATTEST:

Chair of the Board

Clerk of the Board

ATTACHMENT 19

FISCAL YEAR 2020-21 PRO FORMA PEG FEE FUNDING AGREEMENT FOR MEMBER AGENCY

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

FISCAL YEAR 2020-21

THIS AGREEMENT is entered into this ____ day of _____, 2020, 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 2020-21 PEG FEE FUNDING REQUEST	\$ _____
The PEG Fee funding will be available during the Fiscal Year 2020-21 as set forth below.	

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

Pro Forma PEG Fee Funding Agreement for Member Agency

Fiscal Year 2020-21

Page 2

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, maintenance contracts/agreements, 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 June 1st for each fiscal year, Member Agency shall submit to SMCTC a copy of all invoices and receipts reflecting the expenditures made with such funds during the preceding fiscal year, a request for reimbursement from funds identified in Section 1 above and such other information as SMCTC may require. Any expenses or projects that have not been completed by June 15 of that 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.

Pro Forma PEG Fee Funding Agreement for Member Agency

Fiscal Year 2020-21

Page 4

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 6th of June 2019.

12. Terms. The term of the PEG Fee funding Agreement ends June 30, 2020.

MEMBER AGENCY

By: _____
Title: _____
Date: _____

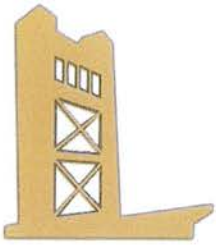
**SACRAMENTO METROPOLITAN
CABLE TELEVISION COMMISSION**

By: _____
Title: _____
Date: _____

EXHIBIT A

**MEMBER AGENCY
FISCAL YEAR 2020-21 PEG FEE FUNDING REQUEST**

DRAFT



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: September 3, 2020

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: **BESTNet MEMORANDUM OF UNDERSTANDING –
APPROVAL OF EXTENSION AFTER DECEMBER 2023**

RECOMMENDATION:

It is recommended the Board approve and authorize the Executive Director, after consultation with Commission Counsel, to execute the BESTNet Memorandum of Understanding (MOU) to provide for continued use of the BESTNet system by SECC and the schools after December 2023 if the MOU does not provide for any funding or cost obligations to be paid by the Commission.

BACKGROUND/DISCUSSION:

The Broadband Education Services Technology Network (BESTNet) is an institutional network that provides broadband service to connected schools. BESTNet was possible due to the partnership between the Sacramento Metropolitan Cable Television Commission (Commission), Comcast, and the Sacramento Educational Cable Consortium (SECC). SECC works with the school districts, who are active participants in the system through SECC. This partnership has been extremely successful in providing a robust broadband fiber infrastructure network in the Sacramento area and in meeting bandwidth requirements for Sacramento schools. The benefits of BESTNet have had a vast impact relative to supporting technology improvements and growth in the 21st century and leaving Sacramento schools well positioned for the future.

BESTNet is a dark fiber system, which was installed by and is owned by Comcast. Generally, the cost of construction was split 1/3 Commission; 1/3 SECC and the school and 1/3 Comcast. Some of the fiber is part of Comcast fiber bundles; other fiber was installed to service solely BESTNet. All the fiber is used only by BESTNet. The edge or end equipment that lights that system and operates that system is owned and operated by SECC and the schools.

Over the last few years, Commission and SECC staff reached out to Comcast to find a mutually agreeable solution for the continued use of BESTNet after 2023. SECC has taken the lead in this effort. During this time, the elementary schools that were not connected to BESTNet have been connected to broadband products through E-rate that, for those schools, take the place of BESTNet. Therefore, the construction phase of BESTNet is complete.

The primary concern of SECC and the schools is to set the terms for an extension of the use of BESTNet for 15 years after 2023, or through 2038. The enclosed draft MOU provides for the use of BESTNet through 2038 with only maintenance costs for 10 years and then for an additional 5 years, should SECC and the schools wish to extend for the extra 5-year period. The terms of the MOU have been generally agreed to by SECC and Comcast and are set forth in the summary attached. SECC would pay a maintenance charge for the backbone infrastructure and the schools would pay a per connection maintenance fee under the proposed MOU. SECC's plan is to pre-pay the first 10 years of the backbone maintenance charge.

Comcast and SECC have not reached final agreement on the amount of the maintenance charge and a few other points in the MOU. However, as you will note, the MOU does not anticipate that the Commission will fund any portion of the costs after 2023 (and there are no additional Commission costs between now and 2023).

The Commission is a party to the MOU because the Commission is a party to the BESTNet agreements and the proposed MOU clarifies the terms going forward and resolves any outstanding legal issues regarding the use of BESTNet after 2023. After 2023, the BESTNet agreements will be between SECC (and the schools) and Comcast.

While the Commission may remain a party to the on-going agreement, it will have no ongoing obligations. There are no required Commission funding requirements in the extended agreements and no obligation on the part of the Commission or its member agencies to provide any funding to BESTNet. Of course, SECC can request funding for future costs but the Commission will be under no obligation to approve any funding for BESTNet from PEG fees or from franchise fees.

The Commission provides Operations Base funding for BESTNet which for Fiscal Year 2020-21 is \$76,591. In addition, SECC has Contingency Funds from the BESTNet Agreement, which may be used for construction, maintenance, or operation of BESTNet.

RECOMMENDATION:

Staff is asking for approval and authorization to execute the MOU without the final costs at this time for two reasons. First, SECC would like to complete this MOU prior to the next Commission Board meeting and, depending on the Commission's needs, the December 3, 2020 Commission meeting could be cancelled. Second, the ongoing costs of BESTNet will be the obligation of SECC and the schools and the Commission will have no obligation for any continued funding. Since this MOU will provide for another 10-15 years of BESTNet, staff believes that the Commission should support the extension agreement and expedite its completion. The final consideration for execution of the MOU will be that the Commission will not have any ongoing cost or funding obligations for the extension.

Respectfully submitted,



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

Attachments:

SECC's request for Board Approval of MOU at September 3, 2020 Meeting
BESTNet Background and Extended Use Agreement
BESTNet MOU (Draft Agreement for Review and Discussion Purposes Only)



August 21, 2020

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

Dear Bob:

SECC and Comcast have been collaboratively working through the details of language for BESTNet's 2023 Renewal. We have submitted an MOU containing the terms of the proposed agreement. SECC and Comcast agree on all the terms with one item remaining:

- **Pre-Pay Backbone:** SECC requested a prepayment of the BESTNet backbone. The request is unusual and unprecedented for Comcast and therefore it is taking additional time for Comcast to process the request. The concept is approved. The issue is Comcast providing a counter amount to the figure proposed by SECC for the 10-year maintenance fee.

SECC requests the MOU and this letter be submitted to the SMCTC for approval at its September 3, 2020 meeting. It is SECC's hope the Commission will approve the MOU with the understanding a backbone prepayment amount will be agreed upon by Comcast and SECC. The proposed agreement is mutually beneficial to Comcast and SECC/BESTNet districts/schools and will guarantee uninterrupted, continued use of BESTNet until 2038. BESTNet continues to be one of the most important resources for the Sacramento educational community.

SECC is grateful for the support of Commission staff in helping to move this MOU forward.

Sincerely,



ELIZABETH RHODES
Executive Director

BESTNet Background and Extended Use Agreement

BESTNet is the Sacramento educational broadband network that connects most schools and all school district offices in Sacramento. The current Comcast BESTNet Agreement expires December 23, 2023. The proposed MOU agreement provides for the extended use of the BESTNet Fiber.

BESTNet is a dark fiber, SECC member managed network and therefore the proposed renewal is different than the existing agreement in that it acknowledges the existing dark fiber network, managed by SECC members and calls for a renewal based only maintenance fees over a 10 to 20-year period. There is no lease fee for the network. Specifically:

1. Continued use of BESTNet until December 23, 2023 will be under the current agreement at no cost.
2. Commencing December 24, 2023, all sites currently connected to BESTNet will have the option to renew and extend the agreement for continued use of the dark fiber for a set discounted monthly maintenance fee. The extension will be for 10-15 years at the discretion of the educational entities per site.
3. Comcast will accept an e-rate process to pay the maintenance fee.
4. Comcast will continue to own the fiber.
5. All maintenance and repair work will be covered by the fee.
6. Management and upgrades of the network will remain with SECC member districts.
7. SECC is proposing to prepay the 10-year maintenance fee for the backbone connecting all district offices to the BESTNet headend at SCOE. Pre-payment will be made by SECC with no additional funds from SMCTC.
8. The exact pricing for the backbone maintenance prepayment and for the 5 year extension has not by determined.
9. No additional PEG funds are anticipated for the extended agreement. Funding for the extended agreement, including the maintenance payments is anticipated to come from the Districts and SECC.
10. The Agreement acknowledges that SMCTC may dissolve at the end of 2023.

DRAFT AGREEMENT FOR REVIEW AND DISCUSSION PURPOSES ONLY

Memorandum of Understanding

This Memorandum of Understanding (“MOU”) is entered into as of _____ 2019, by and among the SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION hereinafter referred to as the “Commission,” and COMCAST OF SACRAMENTO I LLC, COMCAST OF SACRAMENTO II LLC, and COMCAST OF SACRAMENTO III LLC collectively hereinafter referred to as “Comcast” and the SACRAMENTO EDUCATIONAL CABLE CONSORTIUM hereinafter referred to as “SECC.”

Whereas, on October 30, 2006, the Commission, Comcast, and SECC entered into the BESTNet Network Phase II Construction and Maintenance Agreement (“Agreement”), which is incorporated herein by this reference, which Agreement was thereafter amended by that First Addendum to BESTNet Network Phase II Construction and Maintenance Agreement (“Addendum”); and

Whereas, the Agreement and Addendum provided for, among other things, the construction and implementation of Phase II of the institutional network called Broadband Education Services Technology Network (“BESTNet”) to connect school sites, district offices and other sites within the franchise area; to develop a network design and operation plan for providing broadband connectivity to those sites; and to provide for the project’s cost breakdown, the allocation of those costs, and the subsequent build out to the sites; and

Whereas, no further construction is to be provided under the Agreement and/or the Addendum; and

Whereas, the Commission, Comcast, and SECC now desire to memorialize the terms and conditions for use of BESTNet after the expiration of the Agreement and Addendum, which is December 23, 2023 (“Expiration Date”); and

Whereas, the Commission, Comcast and SECC also desire to memorialize the proposed pricing presented for use of BESTNet after the Expiration Date and to understand the procedures/conditions for the pricing to be available to the individual school districts (“Participating Educational Entities”) that currently utilize BESTNet;

Now, therefore, the Commission, Comcast, and SECC agree as follows:

I. Terms Governing Use of BESTNet Through Expiration Date

A. Applicability of Agreement

1. Unless specifically referenced in this MOU, terms and conditions of the Agreement and Addendum will continue to govern until the Expiration Date, after which they will be of no force and effect.
2. The parties agree that there shall be no further construction of facilities pursuant to the

Agreement and Addendum, and any future construction shall be governed by separate agreement among the parties.

II. Use of BestNet After the Expiration Date

Comcast, the Commission and the SECC acknowledge that any use of BESTNet after the Expiration Date shall be governed by different terms, conditions, and pricing, as set forth below.

- A. Comcast has proposed pricing for the use of BESTNet after the expiration date in accordance with the schedule set forth on Exhibit B attached hereto. The Commission, SECC and the Participating Educational Entities understand that the pricing in effect as of the Expiration Date may in fact be lower than the rates set forth in Exhibit A, but in no event shall the rates associated with use of the BESTNet facilities be higher. These rates will only be available to the Participating Educational Entities currently connected via BESTNet.
- B. It is understood by the parties to this MOU that certain Participating Educational Entities may want to pursue e-rate funding for the portions of BESTNet serving their school districts. As such, those Participating Educational Entities shall follow the appropriate guidelines during the applicable time-frames to complete all necessary documentation and the parties understand the attached rates would be eligible for e-rate funding pursuant to the then applicable rules and regulations.
- C. All use of BESTNet after the expiration date shall be in accordance by agreement among Comcast, the SECC and/or the Participating Educational Entities, the general form of which is attached hereto as Exhibit B.
- D. Should the Commission, the SECC or a Participating Education Entity desire not to apply for e-rate funding, the attached pricing (or the then applicable pricing, if lower) will apply to all BESTNet connections and a contract, in substantially the same form as Exhibit B hereto, shall be negotiated individually or as a consortium, as to be determined.
- E. It is understood by the parties hereto that the Commission, the SECC and/or the Participating Entities shall have a new contract in place by the Expiration Date.
- F. Nothing in this Section is intended to commit any Participating Education Entity to participating in federal e-rate funding, or from selecting a provider other than Comcast to provide service over non-Comcast facilities.

III. General Terms and Conditions

- A. No amendment to this MOU shall be effective unless made in writing and signed by the Commission, SECC and Comcast.
- B. This MOU shall be binding upon and benefit Comcast, its heirs, successors and assigns. Comcast may assign this Agreement without consent of the Commission and SECC if such assignment is in conjunction with an assignment or change of ownership of the franchise. Except as provided herein, Comcast shall have no right to assign this MOU without the Commission's consent. The Commission may assign its rights under this MOU with written notice to Comcast to SECC or to a public or non-profit entity either owned or controlled by the Commission, or, in the case that the Commission ceases to exist, to the Commission's successor entity or its interested members agencies if no successor entity exists.
- C. The invalidity or unenforceability of any provision of the MOU (in whole or in part) shall in no way affect the validity or enforceability of any other provision. One or more waivers of a breach of any covenant, term or condition of this MOU by either party shall not be construed by the other as a waiver of subsequent breach of the same covenant, term or condition.
- D. Should a suit be brought to enforce or interpret any part of this MOU or the rights or obligations of any party to this Agreement, the prevailing party shall be entitled to recover as an element of such party's cost of suit, and not as damages, reasonable attorneys' fees to be fixed by the court.
- E. The validity, construction, and enforceability of this MOU shall be governed by California law and any applicable federal law.
- F. Should any party's performance of any terms, conditions, or obligations required by this MOU be prevented by a cause or event not within that party's control, such inability to perform shall be deemed excused for such period as may be reasonably necessary to overcome the effects of such cause or event and no penalties shall be issued as a result thereof. For the purposes of this Section, causes or events not within the control of a party shall include without limitation, acts of God, sabotage riots or civil disturbances, restraints imposed by order of a governmental agency or court, explosions, acts of public enemies, and natural disasters such as floods, earthquakes, landslides and fires.
- G. Time is of the essence in the performance of this MOU.
- H. Notice has been properly given, served and received only as follows (i) if delivered by a reputable overnight express courier, freight prepaid, when delivered; or (ii) if mailed by deposit in the United States mail,

certified or registered, postage prepaid, return receipt requested, when received or refused.

All notices to Comcast must be sent to:

Comcast
Attn: External Affairs
3055 Comcast Place
Livermore, CA 94551

With a copy to:

Attn: General Counsel
Comcast Cable Communications, LLC
One Comcast Center
Philadelphia, PA 19103

All notices to the SECC must be sent to:

Sacramento Educational Cable
Consortium
Attn: Executive Director
4630 Northgate Boulevard, Suite 160
Sacramento, CA 95834

All notices to the Commission must be sent to:

Sacramento Metropolitan Cable Television
Commission
Attn: Executive Director
799 G Street, 4th Floor
Sacramento CA 95814

Either party may designate such other person or post office address as it may from time to time required for the purpose of receiving said notices by giving appropriate written notice to the other of such new designation.

- I. Notwithstanding anything, to the contrary, Comcast disclaims all warranties, whether express or implied, including without limitation, any implied warranties of merchantability or fitness for a particular purpose. Comcast specifically disclaims any responsibility for any damages suffered by SECC or Participating Educational Entities

arising out of its performance under this Agreement. In no event shall Comcast be liable to SECC or Educational Participating Entities for any indirect, special, incidental, punitive or consequential damages, whether or not foreseeable.

- J. Nothing in this MOU is or was intended to confer third party beneficiary status on any member of the public to enforce the terms of this MOU.

In witness whereof, the parties hereto have duly executed this MOU as of the month, day, and year first written above.

Comcast:

By: _____

Sacramento Educational Cable Consortium:

By: _____
_____ Chair of the Board

Sacramento Metropolitan Cable Television Commission:

By: _____
_____ Chair of the Board

EXHIBIT A
BESTNET SITES

DRAFT

EXHIBIT B
PRICING (PROPOSED)

As used herein a “connection” is the existing BESTNet circuit that represents the connection(s) (demarcation to demarcation) between each BESTNet site including all splices along the fiber route.

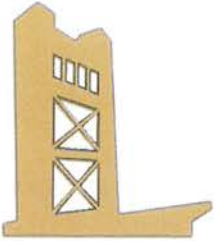
5 Year per connection: \$173.40 MRC

10 Year Price per connection: \$138.60 MRC

Charges for the 5-year renewal period shall be _____.

EXHIBIT C
FORM OF PROPOSED CONTRACT

DRAFT



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

799 G Street, 4th Floor, Sacramento, CA 95814 ♦ (916) 874-6661 ♦ Fax: (916) 854-9666 ♦ www.sacmetrocastv.com

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: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: SMCTC JOINT POWERS AGREEMENT - UPCOMING DETERMINATION OF CONTINUATION OR DISSOLUTION OF SMCTC AFTER DECEMBER 23, 2024

RECOMMENDATION

It is recommended that the Board:

- 1) Authorize the Executive Director, with assistance from the Commission's Legal Counsel, to contact the Commission's seven member agencies to begin the discussion of the future of the Commission and Metro Cable 14.
- 2) If the Commission desires, appoint an ad hoc Board member subcommittee to work on this issue and meet with member agencies.

DISCUSSION

As the Commission Board is aware, SMCTC is a joint powers authority enacted by our member agencies. The Commission was originally created in 1981 to solicit and award cable television franchises for the member agencies and to administer the cable franchises. As originally formed, SMCTC was to sunset on December 31, 2007. The original cable franchise was to expire in 2003, and the Commission would then have terminated in 2007, unless extended.

In 1988, as part of a settlement of litigation related to the cable franchise, the franchise term was extended to December 2023. In 2006, the member agencies all agreed to extend the sunset date of the Commission until December 23, 2024, one year after the termination of the franchise.

In 2010, as contemplated by the extension amendment, there was discussion about the long-term existence of the Commission but no action was taken at that time. Also, in 2006, the State enacted the Digital Infrastructure Video Competition Act of 2006 (DIVCA), which provides for State-issued franchises rather than locally issued cable franchises.

Since 2006, Comcast and Consolidated (formerly SureWest) have migrated to the state franchise; AT&T obtained a state franchise, began providing cable services and has since moved away from its cable franchise and is providing services through satellite dishes and through internet services; however, there are still AT&T customers with cable service provided under the State franchise.

SMCTC Joint Powers Agreement

Agenda Item No. 4

Page 2

As required by the State franchise, all three State franchisees continue to pay a franchise fee of 5% of gross revenues to the Commission for use of the rights-of-way within the Commission's jurisdiction. Some of this funding is used to provide funding for six public, educational, and government (PEG) channels, which include Metro Cable 14, two channels operated by Access Sacramento, KVIE Channel 7, and the two educational channels operated by SECC. Funding also operates the Commission itself. The majority of the funding is returned to the member agencies to support general fund services. This funding is distributed annually to the member agencies, on a population basis.

As you are aware, Metro Cable 14 is operated as one channel and, if it stayed that way, would continue to require joint action of the members or the Commission to operate it. Similarly, all the other PEG channels are cablecast in the entire County and all the cities, regardless of where a particular subscriber resides. Without continued joint action, the PEG channels would likely need to be reconfigured and the cable viewing scope could be changed as well.

While 2024 is still more than three years away, we believe that it is time for the Commission and the member agencies to discuss and decide whether they wish to sunset the Commission or extend its term. If the member agencies wish to extend the Commission's term, they also should decide whether they wish to leave the scope and functions of the Commission and its Joint Powers Agreement (JPA) as currently written or wish to modify the terms and functions. Modifications could include changes to the scope of the duties of the Commission or its membership.

The Commission's JPA can be found in the local codes of each of the member agencies or the member agency's code may reference the County Code. In the Sacramento County Code, the JPA can be found at Section 5.50.112. The two JPA sections that are particularly relevant to the upcoming sunset are as follows:

"9. Term. Except as hereinafter provided, this Agreement shall terminate and the Commission shall be deemed dissolved on December 31, 2024. The Commission shall review the status of the franchise and the status of state and federal law related to cable franchises no later than June 30, 2010, and shall make a recommendation to the member agencies on whether the Commission shall be dissolved prior to December 31, 2024. Nothing in this section shall preclude the Commission from making a recommendation regarding the continuation or early dissolution of the Commission either prior to or after June 2010."

Further, if the Commission dissolves, then the assets, after debts are settled is as follows, unless modified by agreement of the member agencies:

"10. Disposition of Assets. Upon dissolution of the Commission, its assets shall be distributed to member agencies in the same proportion as distributions to member agencies have most recently been made pursuant to the provisions of Paragraph 6, above. Any real property owned by the Commission shall, in advance of dissolution, be conveyed by the Board of Directors to member agencies as tenants in common with proportional interests equal to the proportion of distributions most recently made pursuant to the provisions of said Paragraph 6."

Finally, the JPA can be amended by written agreement approved by all the member agencies (Section 12).

Some of the issues that are relevant to the dissolution or continuation of the Commission is:

- Should Metro Cable 14 be retained as a joint channel for all the government meetings cablecast?
- Should the other PEG channels be retained and in what format and how will these channels be funded, if at all?
- Should the PEG channels be operated by the members individually and if so, how would the division of the channels occur.
- Could each entity require the cable operators to provide up to 3 channels per entity and what would be the range of these individual channels (i.e. would they be available on a County-wide basis, including the cities, or only within the jurisdiction holding the channel. (For example, would the Rancho Cordova channel(s) only be available within Rancho Cordova).
- If the channels are operated individually, what would be required in the way of return lines and infrastructure for individual cablecasting and how would this cost be funded.
- Should there be coordination among the cities and the County on use of the 1% PEG fee, for equipment and facilities related to cablecasting the PEG channels and how should these PEG revenues be disbursed?
- Should the member agencies continue the other functions of the Commission and if so, in what way. These functions include customer services, assisting in resolving or pursuing customer complaints against the cable franchisees, advocacy in support of governmental cable franchising, and use of the public rights-of-way, and audits of the cable franchisees and recoupment of unpaid franchise revenues.

RECOMMENDATION

If approved by the Commission, staff recommends preparing an informational packet for the member agencies, contacting the member agencies, and setting up a series of informational meetings with the CEO or designee, city managers, relevant other staff, and with the County Counsel and city attorneys, as needed.

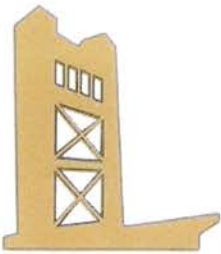
If desired, the Commission could appoint an Ad Hoc subcommittee of the Board to work on the future of the Commission and meet with the member agencies.

Thereafter, after input, the Commission and/or the member agencies would determine the path to a decision on the future of the Commission and the PEG channels.

Respectfully submitted,



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



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

AGENDA ITEM NO. 5

DATE: September 3, 2020

TO: Chair and Board of Directors

FROM: Robert A. Davison, Executive Director

SUBJECT: **CONFLICT OF INTEREST CODE –
DESIGNATED POSITIONS FOR CALENDAR YEAR 2020 (APPENDIX A)**

RECOMMENDATION:

It is recommended the Board approve the Designated Positions for Calendar Year 2020 (Appendix A), related to the Cable Commission's Conflict of Interest Code.

BACKGROUND/DISCUSSION:

Public agencies in California are required to adopt a Conflict of Interest Code to help identify potential conflicts of interests and to require public officials and its employees in designated positions to report their financial interest on a Statement of Economic Interests (Form 700).

The California Fair Political Practices Commission's (FPPC) regulations mandates a biennial review of each agency's Conflict of Interest Code to ensure that disclosure categories and job titles of filers remain up-to-date.

Pursuant to Government Code section 82011, the Board of Supervisors of the County of Sacramento is the Code reviewing body for the Cable Commission.

Staff met with the County Clerk's office back in 2016 to discuss the updating of the Cable Commission's Conflict of Interest Code and the list of designated positions and disclosure categories.

As a result of that meeting, the Cable Commission's Conflict of Interest Code was revised, which included changes recommended by the County Clerk's office; revisions were made to the Disclosure Categories; and the list of Designated Positions (Appendix A) was updated.

The Cable Commission Board approved those revisions to those documents at its September 6, 2016 meeting; which were then forwarded to the County Clerk's office.

At the September 11, 2017 meeting, the Commission Board approved the following changes made to the documents related to the Commission's Conflict of Interest Code:

Agenda Item No. 5

Conflict of Interest Code – Designated Positions for Calendar Year 2020

Page 2

- 1) the Designated Position of the Board member representing the cities of Folsom, Galt and Rancho Cordova changed to the Galt representative, with Councilmember Lori Heuer replacing Councilmember Andy Morin from Folsom;
- 2) the addition of a third Board Alternate appointment for the city of Sacramento; and
- 1) the addition of a newly appointed Ex-Officio for Rancho Cordova.

At the October 4, 2018 meeting, the Commission Board approved the updated list of Designated Positions (Appendix A) which included the following changes:

- 1) appointment of Matt Read, as Board Alternate for Councilmember Steve Hansen, in place of Consuelo Hernandez; and
- 2) appointment of Councilmember Robert McGarvey, as the Ex-Officio Alternate for Rancho Cordova.

At this time, the list of Designated Positions (Appendix A) needs to be updated to include the following changes:

- 1) The appointment of Councilmember Andy Morin from the City of Folsom, as their population count in 2020 has surpassed 80,00; and
- 2) The addition of Legal Counsel Laura Fowler from Best, Best, and Krieger who works with Commission staff on personnel matters.

RECOMMENDATION:

It is recommended the Board approve the Designated Positions for Calendar Year 2020 (Appendix A) related to the Commission's Conflict of Interest Code, and delegate authority to the Executive Director to make changes to the list, as needed in the future. The list of Designated Positions for Calendar Year 2020 will be forwarded to the County Clerk's office.

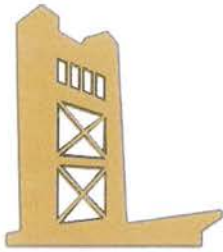
Respectfully submitted,



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

Attachment:

Conflict of Interest Code – Designated Positions for Calendar Year 2020 (Appendix A)



SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION

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CONFLICT OF INTEREST CODE APPENDIX A

DESIGNATED POSITIONS

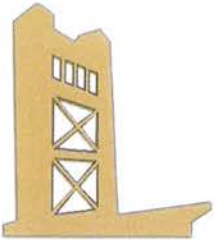
CALENDAR YEAR 2020
(Revised September 3, 2020)

Designated Position	Position No. (County E-Disclosure System)	Name	Assigned Disclosure Categories
Board Member, County of Sacramento - District 1	0000014	Phillip Serna	1, 2, 3, 4, 5
Board Member, County of Sacramento - District 2	0000015	Patrick Kennedy	1, 2, 3, 4, 5
Board Member, County of Sacramento - District 3	0000013	Susan Peters	1, 2, 3, 4, 5
Board Member, County of Sacramento - District 4	0000010	Sue Frost	1, 2, 3, 4, 5
Board Member, County of Sacramento - District 5	0000012	Don Nottoli	1, 2, 3, 4, 5
Board Member, City of Sacramento	0000009	Steve Hansen	1, 2, 3, 4, 5
Board Member, City of Sacramento	0000008	Eric Guerra	1, 2, 3, 4, 5
Board Member, City of Sacramento	0000006	Lawrence Carr	1, 2, 3, 4, 5
Board Member, City of Citrus Heights	0000023	Porsche Middleton	1, 2, 3, 4, 5
Board Member, City of Elk Grove	0000007	Steve Detrick	1, 2, 3, 4, 5
Board Member, City of Rancho Cordova (Representing Galt and Rancho Cordova)	0000018	Garrett Gatewood	1, 2, 3, 4, 5
Board Member, City of Galt	0000011	Vacant	1, 2, 3, 4, 5
Board Member, City of Folsom	0000021	Andy Morin	1, 2, 3, 4, 5
Board Alternate, County of Sacramento - District 1	0000003	Lisa Nava	1, 2, 3, 4, 5
Board Alternate, County of Sacramento - District 2	0000002	Keaton Riley	1, 2, 3, 4, 5
Board Alternate, County of Sacramento - District 3	0000004	Howard Schmidt	1, 2, 3, 4, 5
Board Alternate, County of Sacramento, District 4	0000005	Matt Hedges	1, 2, 3, 4, 5
Board Alternate, City of Sacramento	0000024	Matthew Read	1, 2, 3, 4, 5
Board Alternate, City of Sacramento	0000025	Matthew Bryant	1, 2, 3, 4, 5
Board Alternate, City of Sacramento	0000027	Sarah Pollo	1, 2, 3, 4, 5
Board Alternate, City of Citrus Heights	0000017	Steve Miller	1, 2, 3, 4, 5
Board Alternate, City of Elk Grove	0000016	Stephanie Nguyen	1, 2, 3, 4, 5
Board Alternate, City of Rancho Cordova	0000028	Robert McGarvey	1, 2, 3, 4, 5

Appendix A
Conflict of Interest Code - Appendix A - Designated Positions
Calendar Year 2020 (Revised September 3, 2020)
Page 2

Designated Position	Position No. (County e-Disclosure System)	Name	Assigned Disclosure Categories
Executive Director	0000019	Robert Davison	1, 2, 3, 4, 5
Administrative Services Officer III	0000001	Karen Liu	1, 2, 3, 4, 5
Production Director	0000020	Kristin Riggs	1, 2, 3, 4, 5
Legal Counsel	0000022	Harriet Steiner	1, 2, 3, 4, 5
Legal Counsel	0000026	Joshua Nelson	1, 2, 3, 4, 5
Legal Counsel	0000029	Laura Fowler	1, 2, 3, 4, 5

The Executive Director or Commission Legal Counsel(s) may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this Code. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or Commission Legal Counsel's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.



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

AGENDA ITEM NO. 6

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: REVIEW OF PROCUREMENT CARD USAGE (FEBRUARY 1, 2018 TO JANUARY 31, 2020)

RECOMMENDATION:

It is recommended the Board receive and file the annual review of the Procurement Card usage for the period February 1, 2018 through January 31, 2020.

DISCUSSION:

The Sacramento Metropolitan Cable Television Commission (Commission) is a participant in the Sacramento County's Procurement Card Program (Program).

In accordance with the County of Sacramento Procurement Card (P-card) Program Guidelines and Procedures Manual and the County of Sacramento's Procurement Card (P-card) Program Policy, the County Auditor performed the procedures as summarized in the annual review of Procurement Card Usage for the period of February 1, 2018 to January 31, 2020.

The two findings and recommendations from the auditor are as follows - along with Management's responses to those findings - for the period reviewed:

1) Altered Review Form

The Commission hand adjusted its March 2018 Procurement Summary statement with whiteout. The adjustment was received for a **credit** received for internet security software. The Procurement Summary statement was returned to Commission staff after review and official authorized signatures were added by the Deputy Auditor-Controller (DAC) to the Procurement Summary Statement.

The Statement is an official document containing authorized signatures acknowledging and approving procurement card purchases for the Commission. Any adjustment to an official document should be initialed by the DAC acknowledging and approving the edits. Because the adjustment was not initialed by the DAC, we could not determine if the correction to the Procurement Summary statement was authorized or whether the correction occurred before or after the DAC performed the procurement card purchase review.

Recommendation

The Commission should initial any hand adjustments, or edits, to official documents acknowledging and authorizing the adjustment's approval. Without an approving initial, unauthorized adjustments could not be detected.

Management Response

This item relates to a \$0.99 error that was discovered by the County after the Procurement Summary was submitted. The form summarizes transactions and sales tax accrual for transactions. When the error was discovered, the County made the correction on the submitted forms and for record keeping, staff made the correction on the in-house copy. The correction was emailed to the Commission ASO and Executive Director but was not initialed on the in-house copy.

Moving forward – Any correction to an in-house form related to the P-Card process will be initialed by the appropriate signature – in this case, that would be the Commission ASO and Executive Director.

2) **Locked Drawer Access**

We noted the Commission procurement card packages, that includes Procurement Summary statement and procurement card transaction back-up documents, are all kept in a locked drawer. However, the locked drawer is inside a procurement cardholder's office and only this cardholder has access to the locked drawer and the office. For internal control and accountability purposes, the cardholder should not be the sole person who has access to the procurement card packages. In addition, in the event the cardholder is not available, the Commission does not have access to its procurement card packages.

Recommendation

We recommend the Commission store the procurement card packages in a locked area in a secured area other than procurement cardholder's office. In addition, we recommend at least two authorized people have access to the locked drawer.

Management Response

A new fireproof 4-tier file cabinet has been ordered and currently housed in the main Administration office, which allows authorized Commission staff to access on an as-needed basis. That file cabinet is locked at all times.

RECOMMENDATION:

Staff recommends the Board receive and file the Annual Review of Procurement Card Usage for the period February 1, 2018 through January 31, 2020. As requested by the County, the auditor's fee to perform the annual review of the Commission's procurement card usage will be budgeted as needed.

Respectfully submitted,



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

Attachment:

SMCTC Review of Procurement Card Usage (February 1, 2018 to January 31, 2020)

Annual Review of
Procurement Card Usage
(February 1, 2018 to January 31, 2020)



County of Sacramento

Inter-Departmental Memorandum

May 28, 2020

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

From: Ben Lamera
Director of Finance

By: Hong Lun (Andy) Yu
Audit Manager

A handwritten signature in blue ink, appearing to be "A Yu", is written over the name of the sender.

Subject: **INDEPENDENT ACCOUNTANT'S REPORT
PROCUREMENT CARD AGREED-UPON PROCEDURES FOR THE PERIOD
OF FEBRUARY 1, 2018 TO JANUARY 31, 2020**

In accordance with the County of Sacramento Procurement Card Program (Program) Guidelines and Procedures Manual, County of Sacramento Procurement Card Program Policy, County of Sacramento Travel (Travel) Policy, and the County of Sacramento Travel Guidelines and Procedures, we have performed the procedures enumerated below related to Sacramento Metropolitan Cable Television Commission's (Cable TV Commission) participation in the Program for the period February 1, 2018 to January 31, 2020. Cable TV Commission's management is responsible for establishing and maintaining effective internal controls, and compliance with the Program and Travel's guidelines, policies and procedures, and all other applicable laws, regulations, and statutory requirements. The sufficiency of the procedures is solely the responsibility of the Cable TV Commission. Consequently, we make no representation regarding the sufficiency of the procedures described below, and on the following page, either for the purpose for which this report has been requested or for any other purpose. This report is applicable solely to the procedures referred below, and on the following page, and is not intended to pertain to any of the Cable TV Commission's other operations, procedures, or compliance with laws and regulations.

Our procedures and findings are as follows below and on the following page:

- We inspected the Cable TV Commission's records to identify any non-compliance with the above cited guidelines, policies, and procedures.

Finding: We noted two exceptions regarding to hand editing an official document and locked drawer access. Attachment I, *Current Findings and Recommendations*.

- We tested procurement card purchases for the period of February 1, 2018 to January 31, 2020 to identify any non-compliance with the previously cited guidelines, policies, and procedures.

Finding: We did not note any non-compliance with the above cited guidelines, policies, and procedures.

- We determined the current status of prior findings and recommendations reported on the Cable TV Commission's procurement card agreed-upon procedures report for the period of October 1, 2015 to January 31, 2018, dated April 6, 2018.

Finding: The current status of prior findings and recommendations for the Cable TV Commission is at Attachment II, *Current Status of Prior Findings and Recommendations*.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not perform an audit or examination, or review, the objectives of which would be the expression of an opinion or conclusion, respectively, on the Cable TV Commission's accounting records, compliance, or results of our procedures referred above. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. This report relates only to the results of our procedures referred to above and on the previous page, and does not extend to the Cable TV Commission's operations as a whole.

This report is intended solely for the information and use by the Sacramento County Board of Supervisors, Sacramento County Audit Committee, Department of Finance, Department of General Services, and the Cable TV Commission's management. It is not intended to be, and should not be, used by anyone other than those specified parties. However, this restriction is not intended to limit distribution of this report, which is a matter of public record.

Attachments

Attachment I, *Current Findings and Recommendations*

Attachment II, *Current Status of Prior Findings and Recommendations*

cc: Dianna Baird, Procurement Card Program Administrator, General Services
Karen Liu, Administrative Services Officer III, Cable TV Commission

COUNTY OF SACRAMENTO
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
PROCUREMENT CARD PROGRAM
CURRENT FINDING AND RECOMMENDATION

PERIOD OF FEBRUARY 1, 2018 TO JANUARY 31, 2020

CURRENT FINDINGS AND RECOMMENDATIONS

1. Altered Review Form

Comment

The Sacramento Metropolitan Cable Television Commission (Cable TV Commission) hand adjusted its March 2018 Procurement Summary statement with white-out. The adjustment was for a credit received for internet security software. The Procurement Summary statement was returned to Cable TV Commission staff after review and official authorized signatures were added by the deputy auditor-controller to the Procurement Summary statement. The Procurement Summary statement is an official document containing authorized signatures acknowledging and approving procurement card purchases for the Cable TV Commission. Any adjustments to an official document should be initialed by the Deputy Auditor-Controller acknowledging and approving the edits. Because the adjustment was not initialed by the Deputy Auditor-Controller, we could not determine if the correction to the Procurement Summary statement was authorized or whether the correction occurred before or after the Deputy Auditor-Controller performed the procurement card purchase review.

Recommendation

The Cable TV Commission should initial any hand adjustments, or edits, to official documents acknowledging and authorizing the adjustment's approval. Without an approving initial, unauthorized adjustments could not be detected.

Management Response

Moving forward – staff will not white-out any information on the P-card statement(s) nor any in-house or County documents related to P-card purchases.

2. Locked Drawer Access

Comment

We noted that the Cable TV Commission's procurement card packages, that includes Procurement Summary statements and procurement card transaction backup documents, are all kept in a locked drawer. However, the locked drawer is inside a procurement cardholder's office and only this cardholder has access to the locked drawer and the office. For internal control and accountability purposes, the cardholder should not be the sole person who has access to the procurement card packages. In addition, in the event the cardholder is not available, the Cable TV Commission does not have access to its procurement card packages.

COUNTY OF SACRAMENTO
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
PROCUREMENT CARD PROGRAM
CURRENT FINDING AND RECOMMENDATION

PERIOD OF FEBRUARY 1, 2018 TO JANUARY 31, 2020

Recommendation

We recommend the Cable TV Commission store the procurement card packages in a locked drawer in a secured area other than procurement cardholders' office. In addition, we recommend at least 2 authorized people have access to the locked drawer.

Management Response

A new fire-proof 4-tier file cabinet has been ordered and is currently housed in the main Administration office – for all Commission staff to access on an as-needed basis. That file cabinet is locked 24/7.

COUNTY OF SACRAMENTO
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION
PROCUREMENT CARD PROGRAM
CURRENT STATUS OF PRIOR FINDINGS AND RECOMMENDATIONS

PERIOD OF FEBRUARY 1, 2018 TO JANUARY 31, 2020

CURRENT STATUS OF PRIOR FINDINGS AND RECOMMENDATIONS

1. Accounts Payable Parked Invoice Transmittal

Prior Recommendation

We recommended the Sacramento Metropolitan Cable Television Commission's (Cable TV Commission) have another individual, with proper authorization and other than the Cardholder, review and sign the Transmittals to indicate proper review and authorization was obtained.

Current Status

It appears that the recommendation has been implemented. However, we noted a Procurement Summary statement was altered without written approval. See current year Finding No. 1, Attachment I, *Current Findings and Recommendations*.

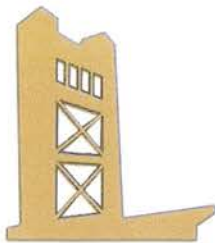
2. Missing Documentation

Prior Recommendation

We recommended the Cable TV Commission obtain written approval for all transactions made under the Employee Recognition Policy to indicate that proper approval was obtained.

Current Status

It appears that the recommendation has been implemented.



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

AGENDA ITEM NO. 7

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: REVIEW OF FRANCHISE & PEG FEES REMITTED BY CONSOLIDATED COMMUNICATIONS, INC. FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2019

RECOMMENDATION:

It is recommended the Board receive and file the review of franchise and PEG fees paid by Consolidated Communications, Inc., to the Sacramento Metropolitan Cable Television Commission (Commission) for the period January 1, 2018 through December 31, 2019.

BACKGROUND/DISCUSSION:

The review of franchise and public, educational, government (PEG) fees remitted to the Commission by Consolidated Communications, Inc. (CCI) for the period January 1, 2018 through December 31, 2019 was performed by Carolyn Sculco, with Ashpaugh & Sculco, CPAs, PLC (A&S).

The review was performed under the authority of the Digital Infrastructure and Video Competition Act (DIVCA) of 2006; for the purpose of determining whether CCI was in conformance with its franchise and PEG fee obligations pursuant to its state franchise under the DIVCA; and to assist the Commission with respect to evaluating franchise & PEG fees owed by CCI to the Commission for the review period.

In accordance with the DIVCA, the franchise fee obligation is 5% of gross revenues and the PEG fee obligation is 1% of gross revenues. Based on the scope of work performed, it was determined CCI does not owe any additional franchise or PEG fees to the Commission for the period reviewed.

RECOMMENDATION:

It is recommended the Board receive and file this report. The Commission will continue the practice of conducting biennial audits of franchise and PEG fees remitted by CCI in the future.

Respectfully submitted,

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

Attachment:

Review of Franchise & PEG Fees Remitted by CCI for the Period January 1, 2018 to December 31, 2019



ASHPAUGH & SCULCO, CPAs, PLC
Certified Public Accountants and Consultants

July 31, 2020

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

**Subject: Review of Franchise and PEG Fees Paid by Consolidated Communications, Inc.
to the Sacramento Metropolitan Cable Television Commission, California**

Dear Mr. Davison:

Ashpaugh & Sculco, CPAs, PLC (A&S) was engaged by the Sacramento Metropolitan Cable Television Commission, California (SMCTC) to perform a review of the franchise and PEG fees paid by Consolidated Communications, Inc. (CCI). Please find enclosed our findings for the review period of January 1, 2018 through December 31, 2019. To review the franchise and PEG fees paid by CCI, A&S performed the Scope of Work included on page two of this letter report.

This letter 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. It is our opinion that CCI does not owe any additional franchise or PEG fees to the SMCTC.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know. We can be reached at (407) 645-2020.

Sincerely,

ASHPAUGH & SCULCO, CPAs, PLC

Ashpaugh & Sculco, CPAs, PLC

SUMMARY

Ashpaugh & Sculco, CPAs, PLC was engaged by the Sacramento Metropolitan Cable Television Commission, California (SMCTC) to perform a review of the franchise and PEG fees paid by Consolidated Communications, Inc. (CCI). The review period was from January 1, 2018 through December 31, 2019 (Review Period).

The purpose of our review was to determine whether CCI was in conformance with CCI's 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 the PEG fee obligation is 1.00% of gross revenues. It is our opinion that CCI does not owe any additional franchise or PEG fees to the SMCTC.

SCOPE OF WORK

A&S was not engaged to and did not perform an audit of CCI, 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 CCI's gross revenues used to calculate franchise and PEG fees and does not extend to any financial statements of CCI or the SMCTC. A&S has relied solely on information provided to us by the SMCTC and CCI. 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 CCI to the SMCTC to determine whether CCI complied with the obligations of DIVCA. The review was performed solely to assist the SMCTC with respect to evaluating franchise and PEG fees owed by CCI to the SMCTC for the review period. The conclusions and recommendations are based on data responses, accounting records, and interviews provided by the SMCTC and CCI. A&S performed the following Scope of Work:

1. Submitted initial data request to CCI, on behalf of the SMCTC, requesting information for the review period.
2. Reviewed DIVCA, to gain an understanding of the terms, conditions, and requirements for the determination of franchise and PEG fees.
3. During the project, submitted data requests to CCI to follow-up and resolve outstanding items and questions.
4. Corresponded with CCI and the SMCTC's staff, if needed, to obtain additional information.
5. Reconciled revenues reported in franchise and PEG fee payments to supporting data provided by CCI.
6. For the review period, determined whether all categories of revenues were properly included in the calculation of franchise and PEG fees.
7. Summarized the dollar impact of any exceptions noted for each year.

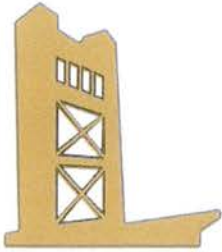
8. Submitted report to the SMCTC summarizing our findings and recommendations.

REVIEW OF SUBSCRIBER REVENUES

CCI earns the substantial portion of its revenues from cable television subscriber fees. Cable subscriber revenues include amounts received for programming, premium channels, franchise fees, pay-per-view, installation charges, equipment lease rentals, late fees, returned check fees and other miscellaneous charges. A&S reconciled the subscriber revenues to the franchise and PEG fee payments, on a test basis, utilizing the same data as CCI for reporting revenues to the SMCTC. A&S did not identify any material discrepancies in the subscriber revenues reported by CCI to the SMCTC for the review period.

REVIEW OF NON-SUBSCRIBER REVENUES

CCI included non-subscriber revenues generated from advertising, home shopping and other revenues in the gross revenues reported to the SMCTC. A&S obtained and reviewed the amounts from supporting documentation provided by CCI. A&S did not identify any material discrepancies in the non-subscriber revenues reported by CCI to the City for the review period.



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AGENDA ITEM NO. 8

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: CALENDAR YEAR 2021 QUARTERLY BOARD MEETING SCHEDULE

RECOMMENDATION:

It is recommended the Board receive and file the Quarterly Board Meeting Schedule for Calendar Year 2021.

DISCUSSION:

The Sacramento Metropolitan Cable Television Commission Board meets quarterly at 2:30 p.m. in the County of Sacramento's Board Chambers located at 700 H Street, Suite 1450.

The attached Quarterly Board Meeting Schedule for Calendar Year 2021 is subject to change and additional meetings may be added if necessary. The Executive Director will coordinate with the Chair regarding cancellation of any meetings, as well as the addition of meetings if needed.

RECOMMENDATION:

It is recommended the Board receive the file the Calendar Year 2021 Quarterly Board Meeting Schedule.

Respectfully submitted,

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

Attachment:
Calendar Year 2021 Quarterly Board Meeting Schedule



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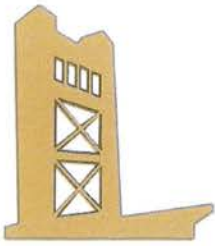
CALENDAR YEAR 2021 QUARTERLY BOARD MEETING SCHEDULE

Below are the quarterly meeting dates for the Sacramento Metropolitan Cable Television Commission Board, scheduled in Calendar Year 2021.

All meetings are held at 2:30 p.m. - on a quarterly basis, the 1st Thursday of the month - at the Sacramento County Board of Supervisors' Chambers located at 700 H Street, Suite 1450, Sacramento, CA.

The Calendar Year 2021 Quarterly Board Meeting Schedule is subject to change and additional meetings may be added if needed.

Date	Meeting
March 4, 2021	Regular Meeting
June 3, 2021	Regular Meeting / Budget Hearing
September 2, 2021	Regular Meeting
December 2, 2021	Regular Meeting



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AGENDA ITEM NO. 9

DATE: September 3, 2020
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 Commission matters:

1. FCC In-kind Proceeding – Update
2. Quarterly Meetings for the Remainder of CY 2020

Respectfully submitted,

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



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AGENDA ITEM NO. 10

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: CHANNEL LICENSEE REPORTS

RECOMMENDATION:

It is recommended the Board receive and file reports and comments, if any, from the representatives of the following Channel Licensees:

- A) Access Sacramento
- B) Capital Public Radio
- C) KVIE, Inc.
- D) SacFaith TV
- E) Sacramento Educational Cable Consortium

Respectfully submitted,

A handwritten signature in blue ink that reads "Robert A. Davison". The signature is fluid and cursive, written over a horizontal line.

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



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AGENDA ITEM NO. 11

DATE: September 3, 2020
TO: Chair and Board of Directors
FROM: Robert A. Davison, Executive Director
SUBJECT: STATE FRANCHISEE REPORTS

RECOMMENDATION:

It is recommended the Board receive and file reports and comments, if any, submitted from representatives of the following state franchisees:

- A) AT&T
- B) Comcast
- C) Consolidated Communications, Inc.

Respectfully submitted,

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



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AGENDA ITEM NO. 12

DATE: September 3, 2020
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