

**City of Ann Arbor**  
**CABLE COMMUNICATIONS COMMISSION**

**August 3, 2016**  
**Regular Session**

**MINUTES**

Call To Order and Roll Call: Chair R. Sutton called the Cable Commission Regular Session to order at 3:05 p.m. Upon roll call, the following were present: R. Sutton, D. Chappell, J. Torgersen, G. McDonald, L. Wondrash and J. Eaton. Not in attendance were B. Clarke and T. Ramirez.

Approval of Minutes: Chair R. Sutton asked for approval of the May 4, 2016 Regular Session minutes. Motion to approve was made by J. Torgersen and seconded by D. Chappell.

Public Comment: None

Approval of Agenda: Chair R. Sutton asked for approval of the agenda. Motion to update the agenda and remove the closed session due to lack of quorum needed was made by J. Torgersen and seconded by D. Chappell. Motion unanimously approved.

CTN Report: G. McDonald reviewed highlights from CTN May – July activity report.

Regular Business:

- a. Cable Franchise Update: L. Wondrash informed the Commission that the City Clerk's Office had received from AT&T a State Franchise renewal application on July 27, which was forwarded to the City Attorney's Office. A motion was made to note the Cable Commission's recommendation to City Council to approve the application and 10-year state franchise agreement renewal with AT&T.
- b. Closed Captioning: L. Wondrash informed the Commission that she had not heard back from representatives from the Commission on Disability Issues regarding the requested prioritization preferences for the expansion of closed-captioning of city public meetings. She noted the Commission meets in September and she hopes to have heard back from them by the Cable Commission's November meeting.
- c. Low Powered TV: G. McDonald discussed a memo he had provided to the Commission regarding research he had found regarding the low powered TV application process and equipment costs. A motion was made for L. Wondrash to submit a City Attorney's request to answer two questions: Can franchise fees be used for the purchase of licenses and equipment for CTN to run low-powered TV; and legally can CTN operate a low-powered TV station? The motion passed. G. McDonald and J. Torgersen would continue to research low powered TV costs and processes for future Commission discussion.

Commission/Staff Comments:

J. Eaton requested the Cable Commission meet at a later time in the day. L. Wondrash informed him that the Cable Commission calendar had been set for 2016, however, the 2017 calendar would be on the November meeting agenda. J. Eaton requested that staff research the percentage of time CTN studio was utilized as well as identifying VieBit competitors and costs.

Adjournment: D. Chappell made a motion to adjourn the meeting and it was seconded by J. Torgersen. R. Sutton closed the meeting at 3:50 p.m.

Submitted by: L. Wondrash

Date Approved: 11/2/2016