

ATTACHMENT A

**A RESOLUTION PROVIDING DIRECTION TO STAFF ON
CABLECASTING EQUIPMENT UPGRADES FOR THE TOWN
Resolution No. 165/2003-04**

WHEREAS, the Board of Aldermen has received a staff report on needed cablecasting equipment upgrades and enhancements; and

WHEREAS, the staff needs further Board direction on how to proceed.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO HEREBY RESOLVES:

Section 1. That the town staff is directed to proceed with the following equipment upgrades and enhancements:

Section 2. That the town staff acquires such upgrades and enhancements under the following financing arrangement(s):

Summary of Problems, Solutions, and Proposed Equipment

VIDEO SYSTEM

Problem: The cameras, camera control units, robotic heads, robotic controller, video monitors, and related signal frame equipment are at the end of their life expectancy and should be replaced. This equipment is currently having problems and is requiring more frequent repairs. A majority of the video equipment is no longer supported by the manufacturer which means no factory service or parts availability. If any single component of the video system were to fail, an immediate purchase would be necessary to continue cablecasting Board of Aldermen meetings.

Solution: Upgrade and purchase new equipment to replace the outdated components. New cameras will eliminate the mismatched images from the cameras currently in use.

The following is a list of equipment, prices, and functionality descriptions:

Quantity	Item Description/Function	Price
2	Hitachi HVD Pan/Tilt system Cameras	\$14,985
1	Newtek Video Toaster Replaces current non-sync switcher which is plagued by static problems and would allow more professional transition	\$6,000
2	DVD Hard Disc Recorder Records and store meetings	725
2	Panasonic 9" Black and White Monitors Sets up camera shots and selection before being switched to air.	287
2	Sony PVM 14L1 13" Color Monitors For preview and programming – Aids smooth flow of the productions; replaces aging monitors that have power problems now.	225
Total		\$22,222

AUDIO SYSTEM

Problem: The sound quality in the boardroom and on the air is poor. The current microphones are outdated and are more suited for a microphone stand in a public address application. The overhead speakers hum. Feedback from the audio system contributes to the poor sound quality.

Solution: Upgrade and replace microphones with professional boardroom microphones. The wiring that feeds the speakers in the Boardroom need to be replaced with shielded cable to reduce the hum and feedback from the audio system which contributes to the poor sound quality. Feedback reduction equipment will assist in eliminating feedback in the boardroom and increasing boardroom volume and clarity.

AUDIO SYSTEM (Cont'd)

The following is list of equipment, prices, and functionality description:

Quantity	Item Description/Function	Price
11	Electrovoice Dual Element Polar Choice 18" Podium Microphones	\$2,750
2	JBL Control Side Mount Speakers Improves sound volume in Boardroom	293
1	Samson D2500 Digital Signal Processor Controls feedback and equalizes sound	375
1	Mackie Audio Mixer Repair Controls volume and sound	500
1	Cables, Labels, and Connectors	875
Total		\$4,793

STORAGE FOR UPGRADED EQUIPMENT

Problem: Although the current cabinet meets a need, it is not the most suitable arrangement for electronic equipment. The equipment is crammed in. In addition, the space does not allow for proper ventilation, provides little to no room for new or different equipment, and is not designed or arranged so that operators can interact with the equipment efficiently and safely. For example, some of the equipment has to be physically pulled out in order to be used.

Solution: A professional console should be purchased to house the upgraded equipment and console. The Town would construct an enclosure within either the Boardroom or Room 109. \$1,400 is in the *FY2004-05 Recommended Budget* to rebuild the space.

Quantity	Item Description/Function	Price
1	Winsted 2 Bay Console and Stationary Shelf To mount equipment	\$3,827
N/A	Shipping for Winsted console	485
N/A	Construction	1,400
Total		\$5,712

AUTOMATED PLAYBACK

Estimated cost: \$5,850

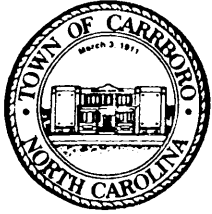
Problem: Currently there is no automated way to rebroadcast meetings.

Solution: Add a Leightronix Mini -T Pro controller and a Magic Box unit (billboard message system). The billboard message system would allow the Town to re-establish a government bulletin board.

INSTALLATION CHARGE:

\$5,785

Estimated Total Cost: \$44,362



TOWN OF CARRBORO

NORTH CAROLINA

WWW.TOWNOFCARRBORO.ORG

ATTACHMENT C

April 15, 2004

Mr. Tom Adams, Division President
Time Warner Cable
101 Innovation Avenue, Suite 100
Morrisville, NC 27560

RE: PEG Capital Charge

Dear Mr. Adams:

On or about September 15, 2003, I sent you a letter requesting that Time Warner Cable implement the PEG capital charge on behalf of the Town of Carrboro. On October 21, 2003 and again on January 20, 2004, Richard White and I met with Brad Phillips and Andi Curtis to discuss Brad's proposal to provide the equipment upgrades in exchange for a three-year extension of the franchise. After the January meeting, it was my understanding that he would follow up with me the next week to discuss what equipment might be installed and the length of the franchise extension after Time Warner Cable staff had reviewed the town's equipment list. As of today, I have not received a response.

I write to request that Time Warner Cable bill and collect the PEG capital charge in accordance with Section 13 of the *Cable Television Franchise - Support for "PEG" Facilities and Equipment Capital Costs* - beginning no later than June 19, 2004.

The amount of the monthly PEG capital charge to be directly billed per Basic Service Subscriber is 18¢ for years 1-5 and 21¢ for years 6 -10 of the Franchise. We are in the third year. I understand that Time Warner Cable will remit these funds on a quarterly basis. Please confirm via letter the exact date that billing will begin and if Time Warner Cable will notify subscribers about the charge prior to implementation.

Please feel free to contact me if you have any questions (919/918-7315 or stewart@townofcarrboro.org). Thank you for your assistance.

Sincerely,


Steven E. Stewart
Town Manager

cc: Carrboro Board of Aldermen
Richard White
Bob Sepe, Action Audits

BOARD OF ALDERMEN

ITEM NO. E(1)

AGENDA ITEM ABSTRACT

MEETING DATE: September 2, 2003

TITLE: Worksession on Cablecasting Equipment Upgrades and Enhancements

DEPARTMENT: Public Works	PUBLIC HEARING: No
ATTACHMENTS: A. Resolution B. Vendor Proposals C. Section 13 of the Franchise Agreement	FOR INFORMATION CONTACT: Chris Peterson, 918-7427 Richard White, 918-7314

PURPOSE

Over the past four years, there has been concern about the sound quality of Board of Aldermen meetings. In May 2003, staff issued an RFP to solicit bids to upgrade boardroom equipment including audio and video improvements, adding rebroadcast equipment, and resolving other technical concerns. The purpose of this agenda item is to provide staff with an opportunity to report on needed cablecasting equipment upgrades and enhancements and to provide the Board with an opportunity to discuss how it would like to proceed.

INFORMATION

In 1996, Time Warner Cable agreed to pay the Town \$60,000 in lieu of providing a local origination studio with equipment as was required in the franchise agreement. The first installment of \$30,000 went to the General Fund and a portion of the remaining funds was used to purchase equipment to enhance the broadcast quality of Board meetings.

Some of that equipment is beginning to perform poorly due to age. For example, one of the cameras has a synchronization problem that can produce distortion on older television sets. Since the camera manufacturer no longer supports this product, repairs may be difficult. The microphones currently in use are better suited for an entertainer who would hold the microphone close. In summary, the system in its present condition needs upgrades to broadcast a more professional image and sound and to protect the town's investment.

In 2000, Aldermen Dorosin and Spalt volunteered to serve as a subcommittee to prepare a recommendation for microphone and lighting upgrades. Alderman Spalt and several members of town staff visited the Town of Cary Council Chamber to look at Cary's audio equipment. Because the upgrades would be expensive, only the lighting and the color of the walls were changed.

Over the last several years, there have been complaints about the sound quality. In the past, repairs to the audio-visual equipment have been made as needed. However, a convergence of circumstances - age of the equipment, requested enhancements (improved sound system, meeting rebroadcasts), and a need for bulletin board functionality - provides an opportunity to look at the audio-visual system in a comprehensive manner.

Staff issued an RFP to local audio-visual firms to seek proposals from experienced engineers and system integrators who could evaluate how the various components of this complex system fit together. The Town received two proposals (Attachment B) for the Boardroom audio-visual equipment upgrades. The

potential improvements fall under six categories: audio system, video system, replay capability, system projection, storage, and government bulletin board.

FISCAL IMPACT:

The fiscal impact will depend on the extent to which the Board would like to upgrade the equipment. The estimated cost to implement a complete upgrade could approach \$80,000. There is no funding in the budget for equipment enhancements. One possible source of funding is the PEG (Public, Education, Government) Capital Charge which is authorized under Section 13 of the Cable Television Franchise - *Support for "PEG" Facilities and Equipment Capital Costs* (Attachment C). This provision allows the Town to give Time Warner Cable sixty (60) days written notice to begin billing and collecting the PEG Capital Charge. Time Warner would begin billing Basic Service Subscribers within ninety (90) days. With sixty (60) days notice to Time Warner Cable, the Town may elect to decrease or eliminate the amount of the PEG Capital Charge. Time Warner Cable would remit these funds on a quarterly basis.

The amount of the monthly PEG Capital Charge to be directly billed per Basic Service Subscriber is 18¢ for years 1-5 and 21¢ for years 6-10 of the Franchise. There are approximately 5,000 subscribers. Thus for

the next two years (We are in the second year of the Franchise), this charge would yield approximately \$900 per month or \$10,800 annually and then approximately \$12,600 assuming the number of subscribers remains constant. If the Town were to purchase equipment through installment purchase financing, an annual revenue stream of \$10,800 would allow the Town to acquire approximately \$31,500 worth of equipment under a three-year lease; \$41,300 under a four-year lease; or \$51,000 for five years.

The Cable Television Committee met on July 23, 2003. The Committee discussed the possibility of implementing the PEG Capital Charge as a funding source to pay for the equipment upgrades. Although a vote was not taken, the Committee expressed a willingness to implement the fee provided that an explanation is placed on customers' bills stating that the proceeds will be used exclusively for capital equipment upgrades.

RECOMMENDATION

The Administration recommends that the Board 1) decides what upgrades it wishes to make and according to what priority; 2) acquire such enhancements as can be purchased initially using three-year lease-purchase financing; 3) implement the PEG Capital Charge to fund the lease-purchase payments; and 4) designate one or more Aldermen to work with staff and the selected firm to make decisions on the equipment choices.

ATTACHMENT A

**A RESOLUTION PROVIDING DIRECTION TO STAFF ON CABLECASTING
EQUIPMENT UPGRADES FOR THE TOWN
Resolution No. 14/2003-04**

WHEREAS, the Board of Aldermen has received a staff report on needed cablecasting equipment upgrades and enhancements for the Town; and

WHEREAS, the staff needs further Board direction on how to proceed.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO HEREBY RESOLVES:

Section 1. That the town staff is directed to proceed with the following equipment upgrades and enhancements:

Section 2. That staff acquires such enhancements as can be purchased initially using three-year lease-purchase financing.

Section 3. That the Interim Town Manager be directed to give Time Warner Cable sixty (60) days written notice of its decision to require Time Warner Cable to begin billing and collecting the PEG Capital Charge.

Section 4. Designate Alderman _____ as the Board's representative to work with staff on equipment selection.

Richard White III
Assistant to the Manager
301 West Main St.
Carrboro, NC. 27510

August 20, 2003

Dear Richard,

In the text that follows I will give a brief outline of video and audio systems separately as to their current condition and reasons for needing replacement/upgrades.

The video system in the boardroom for the Town Of Carrboro was installed from what I can tell, somewhere in the early to mid 90's. By current technology standards, that makes the equipment in the boardroom outdated and obsolete.

I have inspected the system at length and have found the cameras to be showing signs of age and in particular the CCU's (camera control units). One of the units has a sync problem that when placed on air to cable TV produces a loud "buzz" in people's homes. The products that are in place are no longer supported by the manufacturer and make getting repairs for something like that a gamble at best.

It is my recommendation that both cameras and related support equipment be replaced in order to have a reliable and matched system.

As for the switcher and character generator recommendations, I would recommend these as enhancements to the system enabling a more polished and professional look to the on air appearance of the meetings. The monitors and distribution equipment I spoke of is also needed due to the age of what is already in place in the corner cabinet.

I have specified the automation equipment at the towns' request to be able to play back prerecorded tapes of previous meetings. This too is a visual enhancement that will add to the overall professional look of what the town is putting to air.

The room that I have recommended to be constructed would be necessary as well as the console in which to place the new equipment.

On the audio side of things. The board members have always complained of not being heard well enough neither in peoples homes or in the boardroom itself. This is a multi-level problem that I will attempt to explain. New mics. Can be purchase and put in place as well new wiring to go with them. The wiring that feeds the speakers in the boardroom also needs to be replaced with shielded cable. What is in place now is not shielded and is susceptible to noise and A/C hum. I would recommend two additional wall mounted speakers to be mounted underneath the two cameras facing the audience in the room. The feedback cancellation equipment will added to help reduce feedback and therefore creating a larger headroom space for audio gain to the system as a whole.

The final word about the audio portion of this recommendation is that no matter how expensive or fancy replacement mics. may be, they will never compensate for people that will not speak into them. The good quality pickup range for any microphone is at best one to one and a half feet. Preferably less.

The equipment that can be kept and reused includes the audio mixer, hearing impaired system, the VHS machines, the projector and screen, and possibly a couple of the color monitors.

I hope this makes things a little clearer and not more confusing. If you have any questions about anything I have covered here, please feel free to call me.

Sincerely,



David Guthrie

Contractor

(919) 687-2278

Video

2 cameras	\$8,400
2 lenses	\$8,670
2 robotic heads	\$8,918
controller unit	\$5,026
power supplies	\$1,400
input switcher/Videonics MX Pro	\$4,700
5 color monitors	\$3,550
VCR	\$425
waveform monitor/vectorscope	\$5,185
Total	\$44,274
DVD Recorder/player option	\$1,200
 3 Video distribution amps	 \$800
Total	\$800

Audio

Microphones	\$3,000
2 Speakers	\$400
Audio distribution amp	\$450
Audio feedback and hum cancellation system	\$3,200
Total	\$7,050

Replay

Leightronix automated tape playback unit	\$2,500
Total	\$2,500

Projector

NEC MT 1060	
Total	4700
Or comparable model	

Storage

Winstead console	3200
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Bulletin Board

Titlemaker/Digital Message System	865
Message system option	4795

Support Equipment

Cables, installation hardware	1400
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Sales Tax

4954.88

Labor

7500

Grand Total

\$83,239

824 D-7

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May 30, 2003

Jan Bryant-Berry
Town of Carrboro
301 West Main St
Carrboro, NC 27510

Dear Ms. Bryant-Berry,

One Source BT is pleased to provide the Town of Carrboro with the following RFP in regards to the audiovisual upgrade and repair for the Board of Aldermen's meeting room. The point of contact will be Shawn Blankemeyer. The contact number is listed at the bottom of this page.

Project Approach

The site survey conducted on 5/27/03 noted possible causes to the current sound problems and subsequent solutions to remedy the problem. The survey noted a definite "squeal" or "feedback" to the amplified audio. The initial determination as to the cause is due to multiple system deficiencies. These possible deficiencies as noted are:

- Lack of automated microphone mixing and feedback reduction equipment
- Improper speaker location and insufficient quantity.
- Discontinued microphones with insufficient audio pick up patterns

The current equipment is manual in nature and lacks the needed automated features that are required to properly control audio levels and eliminate "feedback". The most logical solution is a complete redesign of the audio system to integrate an efficient, cost effective system. The system design will integrate new speakers, microphones and automated mixing/control equipment.

One Source BT formerly Long Communications Group is well noted within the AV industry for its audio system expertise. We have highly experienced and trained engineers and field technicians to design, install and deploy any level of audio system.

System Re-design and Overview

The new system has three main components: microphones, speakers, and automatic mixing. I will explain main features of the new equipment as well as deficiencies of the existing equipment.

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Microphones: The existing microphones are EV658L. I have had difficulty in obtaining specific information on this particular model to verify that it is dynamic style microphone. If this model is a dynamic one, it contributes to the overall system problem. Richard mentioned that one of the complaints was that council members had to speak directly or very close to the microphone in order to be heard. A dynamic style microphone is typically used for singing or vocals where the person holds the microphone very close to the mouth. A dynamic type microphone is not the preferred choice for an installation level situation such as council chambers.

The recommended solution is to integrate a condenser type gooseneck microphone such as the Shure MX418DC. This microphone is better suited for this situation, as the speaker does not need to have the pick up element right near the mouth. The MX418 is 18" in length. This style has a base with a "switch" so that user may "mute" or turn off their microphone. This feature may also be disabled depending upon audio requirements.

Speakers/Automated mixer/DSP: Your current system has only (6) ceiling speakers, which are not sufficient for proper coverage of the room. The current speakers are only located above the public audience area with no speakers above the council members. This is a deficiency that contributes to the "feedback" problem. For clarity you likely had to raise the output volume. Without feedback reduction, as you raise the output the level is "picked up" by the microphones and "feeds back" into the system causing the distortion.

The recommended system is to replace and the increase the quantity of speakers into a "mix/minus" type system. This system will add speakers to positions above the council members on the right and public/employee seating on the left. In a mix/minus system when the council chairs speaks his microphone instantly turns on and in conjunction with the automated mixer and DSP processor system will automatically reduce the audio output of the nearest speaker to the microphone while maintaining proper level to the other speakers. This is accomplished by designing the room into "zones". For example, one zone will be above the council members, another nearest the public speaker and the general audience. Each zone of speakers is directly connected to an output of a multi-channel amplifier. Thru programming of the automated mixer/DSP, the microphone levels are automatically controlled to eliminate feedback while maintaining proper audio output.

Control System: It is recommended to integrate a simplified control system such as one from Crestron. This system consists of a central controller and a touch screen. The benefits of this cost effective system is one of user-friendly control. This system can be highly customized to an end user's specific needs, but here are a few control features that the town may desire.

Audio control: Raise lower volume plus have mute feature of microphones

Projector control: Power on/off, source switching

Source control: Play/stop/Fast forward features of VCR and or DVD

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System control: Can be designed with a timer to automatically turn off projector and system to save of projector lamp life.

Clerk or other employee will have a color 5.5" touch panel mounted in desk or wall to control features. All equipment will mount in 37RU rack.

Audio System Proposal

Install new sound equipment as listed as detailed below.

<u>QTY</u>	<u>BRAND</u>	<u>MODEL</u>	<u>ITEM</u>
1	Biamp	Audiaflex NC	Automatic mixer/DPS system frame
7	Biamp	AUDIP2	input modules
3	Biamp	AUDOP2	output modules
1	Crown	CTS4200	4 channel amplifier
10	JBL	Control26CT	ceiling speakers
11	Shure	MX418DC	desktop 18" gooseneck cardioid mic
1	LCG		cabling
1	Crestron	MP2	controller
1	Crestron	TP2000L	5.5" color touch panel
1	Crestron		power supply
1	Furman		power sequencer
1	MidAtl	WRK37SA-27	37 space rack

The town will be responsible any additional power requirements plus cable and conduit pathways

Audio System Investment: \$29,200.00 plus applicable tax

Current system design proposal is property of One Source BT.

Changes to system design may increase or decrease system investment price.

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D-10
B.D

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Project References

Nash County Commissioners, Nashville, NC
Town of Apex, Apex, NC
Peter LaPiana
919-249-3310

Horry County Judicial Complex, Conway, SC
Council Chambers
John Clark, MB Kahn Construction
843-488-2190

North Myrtle Beach Municipal Center, North Myrtle Beach, SC
Council Chambers
Rick Wall
843-280-5522

Forsyth County Government Center
Commissioners Chambers
(Work in progress with estimated completion date July 2003.)
Ed Klevinski
336-727-2217

City of High Point
Multiple Training Rooms
Richard Nifong
336 883-3213

PROJECT TEAM MEMBERS

Shawn Blankemeyer, Sales/Design CSI
Holt Stevens, Engineer
Criss Niemann, Project Manager
Dan Wood, National Sales Manager
Richard Clark, Operations Manager CSI-D
Michael Eickemeier, Engineering/Service Manager
Gene Moore Lead Installer
Joey Reich, CSI-I
Brad Briles
Head of Programming

Detailed resumes submitted upon request

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328 D-11

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OTHER SYSTEM RECOMMENDATIONS

Based upon the site survey and pre-proposal conference, we have listed other recommendations for the overall system.

System Projector

The current Sanyo model does not appear to display sufficient on-screen lumens. The model has been discontinued and I have not been able to verify the listed lumen output. It appears to be at or near 1000 lumens and the recommendation would be for a model that has between 2500-3200 lumens. The dimness of the screen image is possibly due to either a bad lamp or insufficient lumen output of the projector. The town will need to verify the lamp hours via the projector menu.

If you elect to replace the projector, the recommendation is for one of the following NEC models, which are on the state contract.

NEC MT 1060 2600 ANSI state contract price of \$5,756.00 plus tax

NEC MT 1065 3200 ANSI state contract price of \$7,196.00 plus tax

Estimated amount for new mount: \$250.00

If purchased will include the installation in the audio system integration.

Digital Messaging System

It was discussed to have bulletin board display or digital messaging system for the cable channel. This type of system will allow the town to display automated "slide type" message similar to a PowerPoint display in an automated mode. Have had success with a system from MagicBox Inc. The Aavelin is a complete digital signage message system. End user creates the pages on a Windows based PC and published them to the player unit with multiple crawl regions and dynamic transitions. Pages can be published to the player unit either via disk or thru Ethernet

Estimated Cost: \$3,800.00 plus tax

(System price subject to change pending final design.)

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Video System Recommendations

At this time, these are only general recommendations for the video system. There needs to be a detailed discussion as to the anticipated current and future requirements.

Currently there are (2) Panasonic F250 3 chip camera mounted on VICON pan/tilt/zooms. These should produce a decent image but these models have been discontinued for several years and you may experience difficulty in obtaining parts for repair. The system does not have a "true" video switcher. The burst electronics model does not qualify as a production switcher as it can only perform "cuts".


Generally, this may work for several years but it will have its limitations. Here are some general ideas.

- Replace the Burst passive switcher with a Videonics MX Pro. This is a 4 input switcher that will allow dissolves, cuts and fade to black. This is a little more professional. This is a model that is used extensively in these general lower end situations. It is cost effective. It also has companion Character generator if the town desires to display pages containing resolutions or titles.
- If the system is to be replaced, the monitors will need to be replaced. As we are likely to remove the current furniture set-up and the audio system is housed in a separate rack, there are a variety of console type units to control the video that should be considered. If so the current monitors may not fit into a standard console as they cannot be rack mounted. For small monitors we can review a variety of small LCD 6" monitors to conserve on space as well as larger 13" monitors.
- You will need to consider mastering to a better tape format than VHS. The recommendation is to use the DV format.
- Add a quality scan converter to system so that computer images maybe properly scaled down to video.

No cost at this can be estimated until we can determine a budget and the general intentions of the system. Once further discussions are conducted, a formal proposal can be created on the video system.

Attached are cut sheets of various system components for your reference.

Regards,


Shawn Blankemeyer

A tyco Electronics Company

Section 13. Support for "PEG" Facilities and Equipment Capital Costs

- A. In the event the Grantor elects to approve a monthly PEG Access charge (the "PEG Capital Charge") upon Basic Service Subscribers of the Grantee's Cable System, and likewise upon any other franchised Cable System operating within the jurisdiction of the Grantor to support PEG Access facilities and equipment capital costs, the Grantee agrees to bill and collect such charge to the extent set forth herein. Upon the terms and conditions set forth below, the Grantee shall itemize and bill in its monthly statements for the PEG Access facilities and equipment capital costs.
- B. The amount of the PEG Capital Charge to be billed by the Grantee shall be:
 - 18¢ for years 1-5 of this Franchise; and
 - 21¢ for years 6-10 of this Franchiseper directly billed Basic Service Subscriber.
- C. The PEG Capital Charge shall be itemized as a monthly charge to directly billed Basic Service Subscribers and shall be included by the Grantee in its statements for the provision of Basic Service. No Franchise Fee payment shall be due on such funds collected by the Grantee. The Grantee's sole obligation shall be to remit the amounts of the PEG Capital Charge it collects to the Grantor on a quarterly basis along with the Grantee's Franchise Fee payment. Other than as outlined in Section 13A above, the Grantee shall have no obligation to attempt to collect unpaid PEG Capital Charges on behalf of the Grantor. The Grantee shall not be obligated to terminate service to any Subscriber for failure to pay all or any portion of the PEG Capital Charge.
- D. The Grantor must give the Grantee sixty (60) days written notice of its decision to require the Grantee to begin billing and collection of the PEG Capital Charge. Upon receipt of such notice, the Grantee agrees to begin billing the PEG Capital Charge to directly billed Basic Service Subscribers within ninety (90) days. The Grantor, at its election, may decrease (or eliminate) the amount of the PEG Capital Charge upon sixty (60) days written notice to the Grantee.
- E. The Grantee's obligation to bill and remit the PEG Capital Charge shall terminate upon the Grantee's giving thirty (30) days written notice to the Grantor should the funds collected through the PEG Capital Charge be used by the Grantor or an Access Center, which may include the Grantor, for purposes other than the production of Public, Education, and Government Access Programming distributed within the Grantor's Franchise area over facilities provided by the Grantee.
- F. The Grantee shall be permitted to recover all costs of funding Franchise requirements in support of PEG Access equipment, facilities, and channels including a return on the funding as permitted by rules of the FCC.
- G. The PEG Capital Charge described in this Section is not a Franchise Fee payment and falls within 47 U.S.C. §542(g)(2)(C). In all other respects, all payments, contributions, services, equipment, facilities support or other resources supplied by the Grantee pursuant to Franchise requirements imposed by the Grantor shall be treated in accordance with applicable law for purposes of Franchise Fee computation. The Grantee shall be permitted

to pass through all Franchise commitments, obligations, or payments or recover them through adjustments to Basic Service Subscriber rates, as permitted by applicable law and FCC regulations and the Grantor shall promptly approve all such rates or adjustments submitted by the Grantee in accordance with such laws or obligations.

WORKSESSION ON CABLE CASTING EQUIPMENT UPGRADES

Over the past four years, there has been concern about the sound quality of Board of Aldermen meetings. In May 2003, staff issued an RFP to solicit bids to upgrade boardroom equipment including audio improvements, adding rebroadcast equipment, and resolving other technical concerns. The purpose of this agenda item was to provide staff with an opportunity to report on needed cable casting equipment upgrades and enhancements and to provide the Board with an opportunity to discuss how it would like to proceed.

Dave Guthrie stated that he maintains the current boardroom equipment. He also briefly explained the proposed equipment upgrades.

The following resolution was introduced by Alderman Mark Dorosin and duly seconded by Alderman Alex Zaffron.

A RESOLUTION PROVIDING DIRECTION TO STAFF ON CABLECASTING EQUIPMENT
UPGRADES FOR THE TOWN
Resolution No. 14/2003-04

WHEREAS, the Board of Aldermen has received a staff report on needed cable casting equipment upgrades and enhancements for the Town; and

WHEREAS, the staff needs further Board direction on how to proceed.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO HEREBY
RESOLVES:

Section 1. That Alderman Zaffron meet with Dave Guthrie to prepare options for improvements for the Board's consideration.

Section 2. That the Interim Town Manager be directed to give Time Warner Cable sixty (60) days written notice of its decision to require Time Warner Cable to begin billing and collecting the PEG Capital Charge.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 2nd day of September, 2003:

Ayes: Joal Hall Broun, Mark Dorosin, Jacquelyn Gist, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: None
