

January 8, 2003

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, January 8, 2003, at 7:13 p.m. in the Torrance Community Television studio located in the Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Craft, Korman, Haussmann, Mikulicich Jr., Perkins, Tsao, and Chair Cahill

Also Present: Cindy Hibbard, Clerk Typist
Mark Doddy, TCTV Coordinator
Michael D. Smith, Cable Television Administrator

Excused: None

3. FLAG SALUTE:

Commissioner Haussmann led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Perkins moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES:

a) November 13, 2002

MOTION: *Commissioner Mikulicich Jr. moved to approve the minutes for the September 11, 2002 meeting. This motion seconded by Commissioner Craft.*

6. SCHEDULED BUSINESS:

a) Community Matters – NONE

b) Committee Reports

(1) Producer Incentive

The Committee conducted the November 1st Get-Together focusing on "Holiday Public Service Announcements" led by TCTV Staff and coordinated by Committee Member Mikulicich Jr. The December 6th Get-Together was a "New and Old Producer Reception and Video Potluck". A correction was made to the February meeting was scheduled for 7th and the Annual Awards Ceremony set for February 28th.

MOTION: *Commissioner Craft moved to accept the Producer Incentive Committee Report for January 2003. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures

The Torrance Public Access Foundation approved modifications recommended by the Commission to the TCTV Operating Policies and Procedures. Specifically adding the following language to Section VI, Article A. "There are two categories of programs that may be cablecast on TCTV. "TCTV Original Production" are those programs produced by a Certified User. "Bicycled" Productions are those programs not produced by a TCTV Certified User." In addition, the Foundation approved various cursory changes such as channel location, elimination of TCTV ID Card, identification of tape formats, removal of the "Paragon" name.

MOTION: *Commissioner Perkins moved to accept the Operating Policies and Procedures Committee Report for January 2003. This motion, seconded by Commissioner Craft, carried with an aye vote.*

(4) Future of Access – NONE

(5) Video Programming Awards – NONE

The Committee reported they had selected a theme for the 11th Annual Torrance Community Television Video Programming Awards Ceremony for 2003. The theme is "Lord of the Stanley's: The Fellowship of TCTV". The Committee also indicated a preference for the dress code for the ceremony to be either semiformal or thematic.

MOTION: *Commissioner Tsao moved to accept the Operating Policies and Procedures Committee Report for January 2003. This motion, seconded by Commissioner Mikulicich Jr., carried with an aye vote.*

C. Report of Community Television Center

(1) November, 2002

Coordinator Doddy discussed the statistics for the month. He highlighted 10 new programs were completed compared to 4 in 2001 and 9 in 2000. He also noted studio usage was at 82%. He also mentioned Field

Equipment Reservations were at 98%, compared to 29% in 2001 and 7% in 2000. Staff and volunteers taped 3 multi-camera events.

Brief discussion followed.

MOTION: *Commissioner Perkins moved to accept the Torrance Community Television Center Report for November 2002. This motion, seconded by Commissioner Korman carried with an aye vote.*

(2) December, 2002

Coordinator Doddy discussed the statistics for the month. He highlighted 10 new programs were completed compared to 4 in 2001 and 2 in 2000. He also noted studio usage was at 52%. He also mentioned Field Equipment Reservations were at 22%, compared to 33% in 2001 and 18% in 2000. Staff and volunteers taped 3 multi-camera events.

Coordinator Doddy noted that overall, facility usage had improved over last year. Editing in 2002 at 35% compared to 2001 at 31%. Field Production in 2002 at 52% compared to 2001 at 32%. Studio in 2002 at 54% compared to 2001 at 32%. Multi-camera event coverage in 2002 at 184 hours compared to 2001 at 112 hours. The number of programs produced in 2002 was 131 compared with 36 in 2001.

Brief discussion followed.

MOTION: *Commissioner Perkins moved to accept the Torrance Community Television Center Report for December 2002. This motion, seconded by Commissioner Korman carried with an aye vote.*

D. Report of Legislative and Cable Related Activities – December, 2002

Administrator Smith gave a brief summary of the report. He mentioned basic rates will increase in Torrance on average of 7% and that the City Council was considering denial of a request from Time Warner to approve a transfer control of Paragon Communications d.b.a. AOL Time Warner Inc. to Time Warner Cable, Inc.

Charter Communications is expected to announce an operations reorganization, cable's rate hikes are starting to hit the streets, Adelphia Sues Over New Hampshire Cities' renewal denial, basic cable scored solid primetime growth during the November sweeps period, and attendance at this years Cable Western Show plummets

Brief discussion followed.

MOTION: *Commissioner Perkins moved to accept the Legislative and Cable Related Activities Report for December 2002. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

E. Old Business - NONE

F. New Business

A recommendation from the Cable Television Administrator that the Commission accept and file the Time Warner Communications basic rate review and announced rates.

Administrator Smith reported that effective January 1, 2003, Time Warner Communications rate increases will go into effect. On December 27, channel line-up modifications will be effective. This notice is in accordance with FCC rules and the Torrance Franchise Agreement. **The average subscriber will have a 7% increase, two percent more than this time last year.**

He also noted that TWC will modify the Value Basic rate from \$15.78 to \$15.05, representing a \$0.73 or 5% decrease. The Standard Basic rate will increase from \$26.17 to \$29.85, representing a \$3.68 or 14% increase. The net result of the two modifications for Value and Standard Basic will represent an increase from \$41.95 to \$44.90, \$2.95 or 7% increase.

The Cities of Gardena, Lawndale, Hawthorne, and Torrance have jointly reviewed Time Warner's rates. Telecommunications Management Corp. was hired to assist in the review. It was concluded that TWC was in compliance with Federal rules. Finally, TWC added The Learning Channel, TV Land, and the Hallmark Channel to the Basic Tier. The overall number of channels offered by TWC has increased significantly since the completion of the rebuild in 2000. The number of Basic channels rose from 418 in 2002 to 420 in 2003.

MOTION: Commissioner Craft moved to accept and file the Time Warner Communications basic rate review and announced rate report. This motion, seconded by Commissioner Tsao, carried with an aye vote.

G. Addendum Matters – NONE

7. ORAL COMMUNICATIONS:

- a) Secretary Hibbard wished everyone a happy belated New Years.
- b) Administrator Smith also wished everyone a happy belated New Years and much success to this years annual awards ceremony on February 28th in the Toyota Meeting Hall.
- c) Administrator Smith also referred Commissioners to a memo he distributed at the beginning of the meeting, announcing the permanent appointment of Mark J. Doddy as the new Torrance Community Television Coordinator.
- d) Coordinator Doddy wished everyone a happy belated New Years.
- e) Commissioner Craft congratulated Coordinator Doddy on his recent appointment.
- f) Commissioner Craft advised fellow Commissioners about hackers can access dial up connections fairly easily and that they should all have protection added to their personal computers.
- g) Commissioner Korman wished everyone a happy belated New Years.
- h) Commissioner Korman thanked TCTV for their multi-camera coverage of the Torrance Symphony Concert.

- i) Commissioner Korman mentioned the Torrance Performing Arts Council recognition of Assemblyman George Nakano.
- j) Commissioner Mikulicich Jr. wished everyone happy Martin Luther King Day, Valentines Day, President Lincoln's Birthday, and President Washington's Birthday.
- k) Commissioner Mikulicich Jr. also mentioned problems he's been having with hackers gaining access through RoadRunner.
- l) Commissioner Mikulicich Jr. congratulated Coordinator Doddy on his recent appointment.
- m) Commissioner Perkins wished everyone a happy belated New Years.
- n) Commissioner Perkins also mentioned a correction to the Committee report that listed the February Producer Get-Together on the 3rd, the correct date is the 7th.
- o) Commissioner Tsao congratulated Coordinator Doddy on his recent appointment.
- p) Commissioner Tsao wished everyone happy Chinese New Years on February 1st the year of the Ram.
- q) Chair Cahill congratulated Coordinator Doddy on his recent appointment.
- r) Chair Cahill announced that due to recent changes in her personal life, she would not be able to seek reappointment to the Commission.

8. ADJOURNMENT:

Chair Cahill adjourned the meeting to reconvene on Wednesday, March 12, 2003 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable Television Administrator