

## Agenda

### **Iowa City Telecommunications Commission**

City Cable TV Office, 10 S. Linn St., Tower Place Parking Facility, Level 3A

June 26, 2017, 5:30PM

1. Call to order
2. Approval of minutes
3. Announcements of Commissioners
4. Short public announcements
5. REPORTS
  - Consumer Issues
  - Mediacom Report
  - Local Access Reports
  - City Cable TV Office Report
6. Adjournment

**Minutes**

**Iowa City Telecommunications Commission**

May 22, 2017 – 5:30 P.M.

City of Iowa City Cable TV Office, 10 S. Linn St. - Tower Place, Level 3A

Call to Order: Meeting called to order at 5:30 P.M.

Members Present: Nick Kilburg, Laura Bergus, Derek Johnk, Paul Gowder

Members Absent:

Staff Present: Ty Coleman

Others Present: Gerardo Sandoval

**Recommendations to Council :** None

Approval of Minutes:

Kilburg moved and Gowder seconded a motion to approve the April 24, 2017 minutes as presented. The motion passed unanimously.

Announcements of Commissioners:

None

Short Public Announcements:

None

Consumer Issues:

Johnk noted there were no issues that had not been resolved. Kilburg expressed some concern with regard to an issue in the Consumer Issues Report for the month of April 2017, wherein a customer was told he would be charged to access billing statements he requested from the previous year. Johnk said he would be interested in looking further into the issue if in the future it is reported that a customer was charged for accessing older records.

Mediacom Report:

Coleman reported that he had received documents from Mediacom that included an old version of the letter of credit required per the franchise agreement with Mediacom, but noted that it did not appear to indicate Mediacom had returned the letter of credit to the City. Coleman said he would investigate further and commented that the letter of credit would be needed in a case where Mediacom had violated a term of the local franchise and had not been able to rectify the situation within the process and timeline specified in the agreement.

Local Access Reports:

Sandoval mentioned PATV's upcoming June 2, 2017 Bike-in-Theatre event. PATV had collaborated with the Iowa City Bike Library and Think Bicycles to promote the event. Sandoval also mentioned the upcoming "I Drag for PATV" fundraising event at Studio 13 on June 28, 2017.

Sandoval referred to some new shows that had been actively producing at PATV, including shows such as "Intermission," "Little Lady President," and "Time for Soup."

Johnk suggested Sandoval connect with Liberty High School to promote PATV's video production opportunities. Sandoval said that the Liberty High principal had been on the program "Education Exchange."

City Cable TV Office Report:

Coleman said the Cable TV Office would be working with Ashten Hayes of the Iowa City Police Department to highlight a number of summer safety tips.

Coleman also noted that the Cable TV Office had been working in collaboration with North Liberty and Coralville's TV production offices to put together a short promotional video for the United Way of Johnson and Washington Counties.

Municipal Broadband Feasibility:

Coleman said he had not yet heard about the potential timeline for scheduling a meeting between the Commission and the Iowa City City Council regarding municipal broadband. Coleman said he would follow up with the appropriate staff in order to obtain an estimation of the date for such a meeting.

Adjournment:

Bergus moved and Gowder seconded a motion to adjourn. The motion passed unanimously. Adjournment was at 5:46 p.m.

June 23, 2017

To: Iowa City Telecommunications Commission  
From: Ty Coleman, Media Production Services Coordinator (MPSC)  
Re: Cable Complaints May 2017

**No issues were reported to the Cable TV Office by residents within the month of May 2017**

***PATV Report to Iowa City Telecommunications Commission June 2017***

In June we joined in celebrating inclusion and diversity in our city by capturing some events during Pride Week. PATV staff captured some of our community locals during Arts Fest. We have some new shows being produced by some of our new members like New Creations; that is focusing on educating our community youth around issues of education, safety and awareness; and Iowa Martial Arts Forum which focuses on all thing martial arts as a sport.

**PATV Board Meetings**

PATV Board of Directors next meeting July 20th, at 6 pm.

**Intro Workshop**

Guidelines orientation is the first Thursday of every month, 6 pm at PATV or online @ [www.patv.tv](http://www.patv.tv)  
Next Guidelines is Thursday, July 6th at 6 PM.

**Video Workshops Schedule**

Studio Training – The second Tuesday of the month from 5 – 7 pm.  
HD Camera – The third Thursday of the month from 6 –8 pm.  
Digital Editing – The fourth Thursday of the month from 6 - 8 pm.

**Current and upcoming staff supported productions**

We are Iowa City  
Transformation  
The Intermission  
*Little Lady President*  
*Time For Soup*  
*GreenFire*  
*The LyleStyle Show*  
*PATV Presents: Thursday Night Live at Uptown Bills*  
*Tom's Guitar Show*  
*Time for truth*

Submitted by Gerardo Sandoval 6/21/17

**Date:** June 22, 2017

**To:** The Iowa City Telecommunications Commission

**From:** Ty Coleman, Media Production Services Coordinator, City of Iowa City Cable TV Office

**Re:** City of Iowa City Cable TV Office report for the June 2017 meeting

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### **Media Production Services**

Provided by Joel Bouwers, Media Production Asst. and Jack Brooks, Special Projects Asst.

#### Recent production activities:

- Covered 2 Iowa City Noon Rotary Club lectures including a lecture celebrating the 30th Anniversary Celebration of Women in Rotary.
- Recorded 5 concerts for the Summer of the Arts. 4 from the Friday Night Concert Series and 1 from the Iowa Arts Festival.
- Covered a portion of the World Refugee Day Celebration at West High School.
- Recorded 3 performances of the MusicC festival.
- Recorded a Community Dialogue on Transportation Challenges and Solutions at the Iowa City Public Library.
- Produced 6 promos to highlight programs cablecast on our channel for the week.
- Cablecast live and recorded the Iowa City City Council Work Sessions and Formal Meetings of June 6 and June 20.
- Recorded 3 Market Music performances at the Farmer's Market including the Drollingers and Nancita.
- Shot and produced five episodes of *Iowa City Update*. Topics included the new Wetherby Park sports court, Iowa Arts Festival, annual fire hydrant maintenance, updated fireworks ordinance and the Downtown Block Party.
- Created a June edition of *Iowa City In Focus*. Topics included the ICPL Bookmobile, Beginning Biking class, disaster training, and Mayor Throgmorton's trip to Baghdad.
- Completed *Community Highlights* videos on the Longfellow pedestrian tunnel mural and the 2017 Iowa Arts Festival.
- Made a PSA on summer safety tips with the Iowa City Police Department and one with the Iowa City Fire Department on the Emergency Services Youth Camps.

#### Upcoming productions:

- Record 4 concerts for the Summer of the Arts. 3 from the Friday Night Concert Series and 1 from the Iowa City Jazz Festival.
- Cover 2 lectures from the Iowa City Foreign Relations Council including topics such as Fulbright scholars discussing their assignments and China's emerging influence in Africa.
- Produce 5 promos to highlight programs cablecast on our channel for the week.
- Record 5 Market Music performances at the Farmer's Market including Ace Jones and Kol Shira.
- Record Mike Haverkamp's performance at the Party in the Park in Creekside Park.
- Cablecast live and record the Iowa City City Council Work Session and Formal Meeting of July 18.
- Continue weekly episodes of *Iowa City Update*. Upcoming topics include Riverfront Crossings Park, Taste of the Market and the Pedestrian Mall upgrades.
- *Iowa City In Focus* for July will cover the Free Wheels program, waste characterization study, Know Your Neighborhood – Northside, and Party in the Park.
- Upcoming *Community Highlight* videos will include the Downtown Block Party and Juneteenth Celebration.

## **Programming and Interactive Services**

Provided by Kevin Crawley, Communications Technician

### Recent and upcoming projects:

We've got a shiny new tool to help people watch our videos on demand on channel 5. As we continue to develop the voice interface for telephone access, we've also added a new web-based interface that we are calling InfoCast. InfoCast provides a web app for desktop computers, tablets and smartphones, so that viewers can choose their video from the web app, which is then forwarded to the InfoVision file server and results in the selected video being shown on channel 5. I invite you to see it yourself at [citychannel4.com/infocast](http://citychannel4.com/infocast).

In other news, our streaming media library contract with EarthChannel will expire in the end of June, and all of our streaming media library programs will use YouTube as our video player. Our 24/7 live stream will continue to originate from EarthChannel.

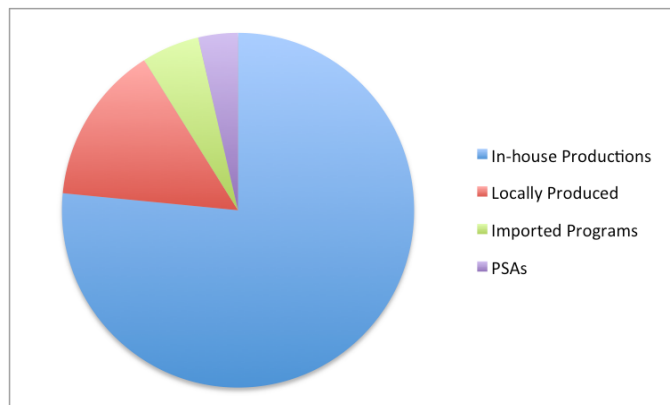
### Website:

In May, we had 1,698 users access 3,114 pages in 2,336 sessions. Our most popular pages were Mediacom's channel lineup, Mediacom's cable rates, our video page, our home page, our YouTube page, our program schedule, and the access channels program schedules page.

Our streaming media provider reports 8,426 total hits, which includes 3,630 Events (player window was loaded), 362 Sessions (media was played), and 3,203 OnDemand Hits (media was scrubbed or index point was clicked). 1,082 podcasts were downloaded, and our HQ media was accessed 140 times. Our live stream was accessed 920 times. On YouTube, we had 3,866 video views account for 10,719 minutes of watch time. We picked up an additional 9 subscribers, bringing our total subscribers up to 166.

### Programming:

We cablecast 138 programs produced in-house 969 times for 567 hours of programming, 29 locally-produced (DITV, Senior Center, Hoover Library, JC Board of Supervisors, Coralville, North Liberty and University Heights) programs 98 times for 108 hours of programming, and 23 imported programs 88 times for 39 hours of programming. We also showed 95 PSAs 1419 times for 27 hours of programming.



### Programs Completed by the Cable TV Office in May 2017

- Iowa City Foreign Relations Council
  - Exploring the World of 3-D Design
  - Immigration and the Trump Administration: The First 100 Days
- Friday Night Concert Series 2017
  - Dave Zollo & The Body Electric with Brian Johannesen
- National Police Week 2017 Recognition Ceremony
- City Channel 4 Weekly Highlights

- Week of May 8
- Week of May 15
- Week of May 22
- Week of May 29
- Iowa City City Council Meeting
  - May 2
  - May 16
- Iowa City City Council Work Session
  - May 2
  - May 16
- Iowa City Human Rights Commission Youth Awards Ceremony
- Visioning Workshop Presentations
  - Northside Neighborhood
  - South District
- Economic Development Committee Meeting of 05/25/2017
- *Iowa City In Focus* for May 2017
  - Stories included:
    - Officer celebrates 50-years of service
    - Police train with Iowa wrestling team
    - Table to Table
    - Summer of the Arts
- *Iowa City Update*
  - Farmers Market
  - Bike to Work Week
  - New parking app
  - Wetherby Park sports court
  - Iowa Arts Festival
- *Community Highlights*
  - Craft Your Environment
  - Flyover Fashion Fest
  - Car Bicycle Bus Race
  - National Police Week Ceremony
  - Longfellow pedestrian tunnel mural
- *PSA*
  - Mowing ordinance