

Agenda

Iowa City Telecommunications Commission

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

April 23, 2018, 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

If you will need disability-related accommodations in order to participate in this program/event, please contact Ty Coleman at 319-356-5454 or ty-coleman@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

Minutes

Iowa City Telecommunications Commission

March 26, 2018 – 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 5:32 P.M.

Members Present: Derek Johnk, Paul Gowder, Laura Bergus, Matthew Brenton

Members Absent:

Staff Present: Ty Coleman

Others Present: Gerardo Sandoval, Bond Drager

Recommendations to Council: None

Approval of Minutes:

Bergus moved and Brenton seconded a motion to approve the February 26, 2018 minutes as presented. The motion passed unanimously.

Announcements of Commissioners:

None

Short Public Announcements:

None

Consumer Issues:

Coleman referred to the outstanding issue regarding a customer's data leakage. He said he recently contacted the customer to check on the issue, but had not yet heard back. Coleman reported also contacting Mediacom again to see if there was any other possible course of action the customer could take to dispute the level of data usage Mediacom had measured. Coleman said neither party has been able to identify clear, concrete evidence of where the problem lies. Coleman said the last contact he had with the customer indicated that measured data usage had reduced to levels closer to that which would be expected for the customer's use of her service.

Mediacom Report:

Coleman reported he had recently confirmed with Mediacom's Lee Grassley that Iowa City's local access TV channels would remain, following the expiration of the local cable franchise on August 1, 2018. Coleman said Grassley indicated that the University of Iowa channel would not be continued, due to the University's decision to no longer utilize it.

Local Access Reports:

Sandoval reported that PATV has been in communication with the City of Iowa City as the end

of its contract nears. He said that questions include whether PATV will be able to continue operating the channel and whether the City would like PATV to continue providing public access services. Sandoval said that even if no funding was involved, there would need to be an agreement between PATV and the City.

Sandoval said PATV is considering merging with the Extend the Dream Foundation/Uptown Bill's non-profit organization. He said there is community support of PATV's efforts. Sandoval said that if such a merger did take place, there may be an opportunity to expand within their current building to create a larger and more accessible center.

Sandoval referred to recent collaborations with Public Space One and with local artists. Johnk said that PATV's increase in arts programming has peaked his interest in PATV content.

City Cable TV Office Report:

Coleman mentioned the new City Channel 4 website, which features an improved search function to locate and watch programs produced by the Cable TV Office. He said more visual elements have been incorporated. Coleman noted that viewers are able to watch City Channel 4 programs on the website at a much higher quality than what they can experience by watching the standard-definition cable TV channel. Coleman said that online video distribution also has the advantage of being able to see how many people are watching. Johnk asked if information about the demographics of those watching online had been investigated. Coleman said he had not yet looked into that information. Drager said she has noticed that she gets fewer requests by older patrons for DVD copies of Library programs and that many seem to prefer a YouTube link for watching on a computer or tablet.

Bergus commented that most of the City-produced video content she consumes comes from e-newsletters she receives, noting that having it served to her in that fashion leads to a greater likelihood that she will watch a particular video. She said she would be interested to know how viewers prefer to get access to video content. Johnk said he watches City Channel 4 programming via Apple TV by way of a subscription to the City Channel 4 YouTube channel. Coleman said that the number of City Channel 4's YouTube subscribers continues to rise.

Johnk asked if the Cable TV Office would be continuing its features on Iowa City neighborhoods. Coleman said his staff would be revisiting the series and identifying whether more neighborhoods are interested in being featured. Coleman said this summer's productions will include some work with the Iowa City Animal Care and Adoption Center. He also mentioned that staff will be recording several outdoor concerts.

Coleman said that the Cable TV Office had recently acquired equipment that will allow for live-streaming to Facebook or YouTube. Coleman noted that PATV had been using the same equipment with great success. Sandoval said the equipment is quite affordable, which makes multi-camera video production more accessible. Coleman said another feature of the equipment is that it creates the potential for completely battery-powered productions.

Coleman referred to a Facebook live event the Cable TV Office had assisted with, earlier in the

year, which was done using a single smartphone. Coleman said staff had been looking to find a way to provide additional live video content that would be more visually engaging and that this new equipment will help. He said that live video on Facebook tends to reach more people than other types of posts.

Coleman said he recently helped the Iowa City Foreign Relations Council to get a remote video feed set up for a lecturer who was unable to make it to Iowa City for a scheduled event. He said Cable TV staff successfully utilized a mobile hotspot connection using a smartphone, along with the Google Hangouts application, to allow the lecturer to make her presentation to the local audience from home.

Adjournment:

Gowder moved and Brenton seconded a motion to adjourn. The motion passed unanimously. Adjournment was at 5:54 p.m.

April 18, 2018

To: Iowa City Telecommunications Commission
From: Ty Coleman, Media Production Services Coordinator (MPSC)
Re: Cable Complaints March 2018

1.)

Date: 03/21/18

Method of contact: Phone call to MPSC

Complaint/Comment Summary:

Customer called to report she was having trouble with her Internet connection, stating that her laptop and tablet were not connecting. She did note, however, that her husband's laptop was able to connect. She said her husband had called customer service, but only got as far as the automated system before hanging up. The customer also questioned increases in her bill, saying that it had gone up by over \$20 in the last few months.

Resolution Summary:

MPSC recommended that the customer attempt to speak with a customer service representative directly to investigate her technical issues and suggested that visiting the local office could allow local Mediacom customer service staff an opportunity to walk through her bill, explain certain increases, and correct any potential errors. MPSC contacted Mediacom's Betty Hartman, Front Counter Lead at the Iowa City Mediacom office. Hartman attempted to contact the customer to provide information. Hartman reported to MPSC that the customer did not subscribe to WiFi services and was using her own router. Hartman said she provided the direct tech support number on the customer's voicemail.

Hartman said that there had been billing changes in recent months, which included increases in the local broadcast station surcharge, an increase for the expanded basic tier of service, an increase in the charge for rental of a digital adapter, and an overage charge from the previous month. Hartman noted that Mediacom had waived the overage fee for the first incident of going over the customer's data cap, but had charged her after a second month of use where usage exceeded the cap.

Hartman reported that she eventually was able to reach the customer to provide this information and that she was told the customer would likely be switching her service.

Date of Resolution: 03/23/18

PATV Report to Iowa City Telecommunications Commission April 2018

April has been about philanthropy with KNHB Live interviewing local businesses that support non-profits to Uptown's Bill's Birthday Bash Live that included the "Hello It's Us" show and PATV Underground which transforms PATV into a Live Music, Art Gallery and Fundraiser. Nora's House of Dance was also back in the studio. Lastly, we had a group of students from North Central Junior High School toured PATV as well as participated in Tom's Guitar Show live.

PATV Board Meetings

PATV Board of Directors next meeting May 17th, at 6 pm.

Intro Workshop

Guidelines orientation is the first Thursday of every month, 6 pm at PATV or online @ www.patv.tv
Next Guidelines is Thursday, May 3rd 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

Diez is Punk!
KNHB Live
PATV Underground
We are Iowa City
PATV Presents: Prairie Lights
Education Exchange
GreenFire
The Lyle Harris Show
PATV Presents: Thursday Night Live at Uptown Bills
Tom's Guitar Show

Submitted by Gerardo Sandoval 4/18/18

PATV

IOWA CITY • CHANNEL 18

Public Access Television, Inc.
Annual Report for 2017

This annual report comprises information and statistics gathered from
January 1 through December 31, 2017.

Public Access Television, Inc. - 206 Lafayette Street - Iowa City, Iowa 52240

Phone: (319) 338-7035 - Fax: (319) 338-8456 - gsandoval@patv.tv - www.patv.tv

MISSION STATEMENT

Public Access Television, Inc. (PATV) is a resource dedicated to diversity in community media. PATV provides opportunities for local citizens to make use of current technology to exchange information and ideas, and to participate in the democratic process. PATV promotes media literacy through training in media production and critical viewing.

BOARD OF DIRECTORS

PATV is managed by a nine-person volunteer board, appointed from the membership, or voted in at PATV's Annual Meeting. Board Members serve three-year terms. The Board of Directors sets goals and policies for the organization. These rules are incorporated into PATV's Guidelines and implemented by staff. Board meetings are held on the third Thursday of each month at 6 PM, and are open to the public. PATV's Annual Meeting is held on the third Thursday of November.

CURRENT BOARD OF DIRECTORS

Chair – Tom Nothnagle
Vice Chair – Kelcey Patrick-Ferree
Secretary – Erin Kuester
Treasurer – John McNamara
Director – Ricardo Rangel Jr.
Director – Matthew Steele
Director – Donna Gentry
Director – Sarah Furnish
Director – Bill Albert

CURRENT PATV STAFF

Executive Director – Gerardo Sandoval
Programmer – Julieta Rangel
Communications – Erin Crawford
Production Specialist – Keaton Fuller
Production Specialist – Katie Gallegos
Production Specialist – Alex Smith
Production Specialist – Sujit Singh
Administrative Support Intern – Beth Nelson
Administrative Support Intern – Christopher Cervantes

HOURS OF OPERATION

Monday - Thursday: 4 – 8 PM

Friday: 3 PM – 6 PM

Saturday: 11 AM – 5 PM

PATV is a community of media makers, filmmakers, artists, activist, digital specialists and other creatives who are committed to producing non-commercial programs that air on our various media outlets. PATV maintains state-of-the-art video and audio production equipment. PATV gives community residents the equipment, facilities, education and support to make their own video and audio productions. After being approved (trained), producers can use PATV facilities and equipment completely free of charge.

FACILITIES AND EQUIPMENT

PATV is a non-profit community access organization serving the Iowa City community. PATV maintains state-of-the-art recording, editing and production facilities for use by PATV members. PATV provides access to the communication medium of television while supporting the First Amendment right to free speech. Our facility provides members access to a studio and an edit suite. The studio has two sets with versatile capabilities and optional green screen, all of which is professionally lit. The edit suite contains four separate Apple Computer editing stations, giving our members more flexibility to schedule time to complete their projects. Once a member has been trained on how to properly use either the studio or edit suite, a time slot can be reserved to use it.

STUDIO

PATV's studio and control room brings the latest HD technologies for member's productions which features a complete Digital Studio with a Tri Caster, three Cameras, Lighting Grid, Sound Board, and Chroma Key Capabilities with our Green Screen wall and a set of wireless headsets that allow communication with the director in the control room. Monitors preview the cameras and auxiliary sources leading to the NewTek Tri Caster 40 HD video switcher. The auxiliary input can be switched between DVD, MiniDV, and Internet. Audio sources are patched to a 16-channel Mackie audio mixer. Graphics are added live with Tri-Caster software. PATV's studio is perfect for a production, such as a cooking show, talk show with a small studio audience, or a dance crew ready to perform on our dance mat. Programs can be output live for cablecast on Mediacom channel 18, Streamed live on social media platforms and/or recorded to HD

files for post-production. Shows recorded in the studio can be archived on the Internet, and are regularly streamed or uploaded to www.patv.tv and PATV's YouTube page.

INTERNET STREAMING

PATV has streaming video of the channel via our website at:
<http://www.ustream.tv/channel/patv-18-community-programming> and on YouTube at:
<https://www.youtube.com/user/PATV18>.

FIELD PRODUCTON

PATV offers members the ability to reserve professional production equipment for use outside of the facility with no additional fees for Non-Commercial Projects that will air on PATV. All you need is an active membership. We have a variety of cameras, sound and lighting equipment available to members who have completed training on how to operate the item(s) they would like to use. There are four Panasonic HD cameras and four mid-size Sony MiniDV camcorders that can be checked out. PATV has a variety of tripods, lighting kits, and audio equipment that can be reserved for checkout along with the video equipment. Field production equipment can be taken out weekdays and weekends.

EDITING

Four non-linear editing stations are available for producer use. These consist of Apple Computers utilizing Adobe Premiere and Final Cut Pro X for editing. After Effects is available for CG and post. Footage can be captured from SD card, HD, MiniDV, DVD, and SVHS sources to external FireWire hard drives. The public is encouraged to purchase personal hard drives for media storage. One vocal studio to capture your voice-overs in our dedicated audio studio with edit suite to record and edit.

PLAYBACK AND OTHER EQUIPMENT

PATV uses Leightronix Nexus MPEG-2 streaming, an event-controllable system (including DVD playback). Wi-Fi is available throughout the building. There are five office computers, two of which are dedicated to the PATV database and programming. Three are editing stations for use by PATV staff and interns.

2017 EQUIPMENT USE

Production Equipment	Checkouts/Bookings
Studio	277
Digital camera	231
Editing	487

WORKSHOPS

Monthly training in video production techniques is available at PATV. To get started, new producers must complete Guidelines (a free orientation class which is the prerequisite to all the production tracks). After becoming members at PATV, community producers can take workshops in studio, field production, and digital editing. One component of the instruction is that students must produce a short program to play on the channel as part of their training. Non-local members can work off various dues and fees by volunteering and assisting on the productions of other PATV members.

New Producers in 2017: 18
Workshops Offered in 2017: 44

2017 WORKSHOPS ATTENDANCE

Workshops	Students by Class
Guidelines	64
HD Camera	40
Editing	24
Studio	30

CHANNEL 18 PROGRAMMING

PATV cablecasts programs from 7 AM to past Midnight, seven days a week. A Community Bulletin Board consisting of local non-commercial PSAs runs between shows. A program guide that lists the series programs is available at PATV. Daily program listings can also be found on the PATV website, and wherever local listings are printed.

PUBLIC SERVICE ANNOUNCEMENTS

PATV serves local organizations by cablecasting public service announcements one hour each day on our community bulletin board. 85 hours of PSA playback were counted as local programming in 2017.

ANNUAL PROGRAMMING STATISTICS

Total Unique Programs Cablecast: 2001

New Local Programs Cablecast: 1400

New Non-Local Programs Cablecast: 432

Cablecast and Produced with PATV Equipment or Facilities: 912

Cablecast NOT Produced with PATV Equipment or Facilities: 1089

Submitted 3/28/2017 by Gerardo Sandoval, Executive Director

Public Access TV Inc.

Profit & Loss

January through December 2017

Accrual Basis

Jan - Dec 17

Ordinary Income/Expense

Income

City of Iowa City	241,863.94
Contributions & Fundraising	6,889.82
Building/Space Income	
Rental	22,655.00
Parking Spaces	600.00

Total Building/Space Income 23,255.00

Interest & Dividend Income 413.36

Total Income 272,422.12

Expense

Payroll and Staff Benefits

Salary - Director	43,346.20
Wages - Production Staff	68,638.44
Workstudy - U of I	880.52
Payroll Taxes	10,819.40
Health Insurance	2,215.38
Dental Insurance Premiums	125.25
Staff Benefits	480.41

Total Payroll and Staff Benefits 126,505.60

Production Equipment & Supplies

Production Supplies	3,753.88
Freelancer	150.00
Online Service	118.29
Software Licenses	2,107.11
Studio Supplies	385.69

Total Production Equipment & Supplies 6,514.97

General & Administrative

Bank Service Charge	74.95
Merchant Fees - Square	31.99
Finance Charges	0.16
Computer	
Computer On Line Services	1,624.54

Total Computer 1,624.54

Depreciation Expense - Program 10,203.18

Development 104.48

Insurance 11,732.00

Meeting Expense 915.64

Memberships & Dues 855.94

Office Supplies 3,948.17

Postage & Shipping 29.89

Professional Fees

Consultant - Grant	2,594.25
Accounting - CPA	1,968.75
Bookkeeping Fees	2,745.00
Legal Fees	210.00

Public Access TV Inc.

Profit & Loss

January through December 2017

Accrual Basis

	Jan - Dec 17
Other Fees	175.00
Total Professional Fees	7,693.00
Promotions and Marketing	2,269.65
Security System	381.60
Staff Development	
Travel - Out of Town	688.17
Other	380.00
Total Staff Development	1,068.17
Telephone - Service	1,223.68
Travel - Local & Parking	142.45
Total General & Administrative	42,299.49
Building Expense	
Building Supplies & Expenses	28.33
Garbage Pick Up	495.28
Depreciation Expense - Bldg	4,949.16
Landscaping	4.50
Mortgage Interest	3,157.97
Maintenance & Repairs	1,826.98
Snow Removal	945.00
Utilities - G&E, Water	3,144.69
Total Building Expense	14,551.91
Total Expense	189,871.97
Net Ordinary Income	82,550.15
Net Income	<u>82,550.15</u>

Equipment Inventory			
<u>Brand</u>	<u>Model/Seriel</u>	<u>Price</u>	<u>Year Purchased</u>
PLAYBACK			
Leightronix Ultra Nexus MPG player	SN 00E0FB0713C8	\$10,000	2010
Buffalo HDRQ 2TB storage for Nexus	SN 45504801000281	\$300	2010
Leightronix Pro 16 Event Controller	SN 09013PRO	\$500	1998
Cablecast modulator 6350	SN 24632		1996
Sony DVP-CX777ES 400 disc changer	SN 8836684	\$1500	2007
Sony DVP-CX777ES 400 disc changer	SN 8808290	\$1000	2005
Sony DSR-11 VTR	SN 74793	\$500	2006
Sony DSR-11 VTR	SN 54195	\$500	2010
Pioneer DVD 7400 player	SN BHNN02669CC	\$100	2007
RNC1773 Audio Compressor		\$100	2010
Dell PC scheduling computer		\$300	2008
Samsung SP01 LCD HDTV Monitor	SN AH8M36PP406576D	\$900	2008
Assorted Monitors and SVHS VTRs		\$400	2002
CHECKOUT			
Panasonic AG-HPX170P HD Camcorder	SN L1TCB0136	\$3,300	2012

Equipment Inventory			
Panasonic AG-HVX200AP HD Camcorder	SN FOTCB0047	\$4,800	2010
Panasonic AG-HVX200AP HD Camcorder	SN A1TCB0119	\$4,800	2011
Panasonic AG-HPX170P HD Camcorder	SN B2TCB0087	\$3,300	2012
Panasonic AG-HPX170P HD Camcorder	SN K1TCB0182	\$3,300	2012
P2 Memory Cards (6) AJ-P2E064XG 64GB "E" Series	AOT11J0514, AOT11J0513, AOT11I2161, AOT12B1238, AOT11I2162, AOT12B1239	\$625.00	2011, 2012
P2 Memory Cards (5) AJ-P2E016XG 16GB "N" Series	AOP11B0234, AAP10F0317, AAP10J0513, AAP10J0514	\$350.00	2010, 2011
14 SD Cards/SDHC & SDXC			
Sony DSR PD150 MiniDV Camcorder	SN 1009257	\$2,500	2000
Sony DSR-PD170 MiniDV Camcorder	SN 1130144	\$3,000	2006
Sony DSR-PD170 MiniDV Camcorder	SN 111633	\$3,000	2006
Sony DSR-PD170 MiniDV Camcorder	SN 113729	\$3,000	2006
Sony VX2000 MiniDV Camcorder	SN 1012643	\$2,000	2003
Sony HDR-FX1000 MiniDV Camcorder	SN 125028	\$3,500	2011
Panasonic GS-250 MiniDV Camcorder	SN J5HW51924 R	\$750	2004
Yamaha Stage Pass PA System 300	SN LX02561	\$800	2004

Equipment Inventory			
Panasonic WJ-MX30 Audio I Video Mixer	SN 36A02713	\$1,500	2006
Panasonic WJ-MX30 Audio I Video Mixer	SN 3YA01926	\$1,500	1998
Panasonic WJ-MX50 Audio I Video Mixer	SN 35A03771	\$1,500	1998
Sanyo PLC-XU55A Video Projector	SN G4902314	\$2,000	2008
Turnkey Disc Jockey Kit wi components		\$900	2009
Sony ECM-44B Lavalier Microphones (9)	813845, 225193, 830349, 831611, 845036, 845028, 843719, 843720, 843721, 842938, 855933	\$150 ea	
AKG C3000B Cardioid Desk Mic		\$430	2007
Shure SM 57 Microphones (3)		\$100	
Shure SM 58 Microphones (5)		\$100	
Sennheiser Evolution G3 Wireless Microphone Combo	A/516-558 MHz	\$800	2012
Sennheiser Evolution G3 Wireless Microphone Combo	B/626-668 MHz	\$800	2012
Lowell DV Creator Light Kit w/ Pro, Omni, Tota, and Soft Box		\$800	2005
Lowell Light Kit w/ Pro, Omni, Tota, diffusers		\$500	2002
Lowell LC-55ex Soft Box with cord, bulb and diffuser		\$450	2012

Equipment Inventory			
Gitzo/Audio Technica Fishpole and Shock Mount	SN A44239	\$250	2005
Mackie 1202 Portable Mixer	SN D62787	\$500	2010
Sony VCL-HG0758 Wide Angle Lens		\$100	2004
A/V CABLES, assorted	XLR 15' 25' 50' 100'		
RCA, SVHS, IEEE, Misc.			
Bogen/Manfrotto Tripods, 501, 3063 assorted (10)		\$300-\$500 ea	
Mic Stands, assorted tall (6)			
Mic Stands, assorted short (4)			
STUDIO			
Samsung SG03 32' LCD HDTV Monitor	SN AZA43CTS306998H	\$900	2008
Samsung SG03 32' LCD HDTV Monitor	SN AZA43CTS409668T	\$900	2008
Phillips 22PLF4507 22' LCD HDTV Monitor	SN M3A1Z07100457	\$150	2012
Sony DCR VX-2000 3CCD Camera	SN 1077468	\$500	2002
Sony DCR VX-2000 3CCD Camera	SN 1012947	\$500	2002
Sony DCR VX-2000 3CCD Camera	SN 1064149	\$500	2002
Bogen/Manfrotto Wheeled Tripods, assorted (3)		\$300-\$500 ea	1998

Equipment Inventory			
Varizoom VZ-Rock LE Zoom and Focus Control (2)		\$250 ea	2005
(2) Britek 1604 Fluorescent Softbox and stand		\$150 ea	2010
Studio Light Fixtures, Assorted (8) plus Disco Light		\$500	
Studio Crane with Bogen 3251 Wheeled Tripod		\$250	2010
Sony DSR-11 MiniDV VTR	SN 65260	\$500	2008
Sony DSR-45 MiniDV VTR	SN 111735	\$1500	2008
Mackie 1604 16-Channel Audio Mixer	SN C31032	\$800	1998
Yamaha MG166CX Audio Mixer	SN L1CCQ101076	\$300	2011
NewTek TriCaster Intel Core 2 Duo E7400 w LC11 Switcher		\$5000	2008
iMac 2.5 GHz Intel Core i5	SN D25HHDZKDHJF	\$1200	2012
CONTROL ROOM			
Intel Pentium 2.8 GHz		\$300	2005
3-up LCD Monitor MC-100VP	SN A563151099	\$300	2005
ROLAND MA-20 Studio Monitors (2)		\$50	1998
EDITING			

Equipment Inventory			
Power Macintosh Dual 2 GHz PowerPC G5, 5 GB	SN G86187JEUVO	\$800	2008
STATION ONE			
iMac 2.16 GHz Intel Core2Duo, 4 GB	SN QP7140KQVUM	\$1000	2009
STATION TWO			
iMac 3.06 GHz Intel Core2Duo, 4 GB	SN QP91003L250	\$1500	2010
STATION THREE			
iMac 2.66 GHz Intel Core2Duo, 4 GB	SN W8905...	\$1500	2010
STATION FOUR			
iMac 2.5 GHz Intel Core i5, 4 GB	SN C02FPYM6DHJF	\$1500	2011
STAFF THREE			
iMac 2.8 GHz Intel Core i5, 4 GB	SN W811414HD85	\$1500	2011
STAFF ONE			
iMac 2.9 GHz Intel Core i5, 4 GB	SN D25KF14XDNMN	\$1600	2013
STAFF TWO			
iMac G5 1.8 GHz PowerPC, 512 MB		\$400	2006
Power Macintosh G5, 2 GHz Power PC, 1 GB	SN G85465UNT39	\$500	2006

Equipment Inventory			
Power Macintosh G4, 1.2 GHz Power PC, 786 MB	SN XB0038AUHLA	\$250	2003
Sony DSR-11 MiniDV VTR	SN 91229	\$500	2008
Panasonic AG DV100 MiniDV VTR	SN D2TD00655	\$250	2004
Canon LIDE35 Scanner	SN F916900	\$100	2006
LaCie External HD 1 & 2 TB storage, assorted (10)		\$200	2009-2012
NTSC Monitors, assorted (8)			
Office Furniture and Office Equipment			
Dishwasher (currently not working)			
Microwave			
Refrigerator			
Crockpot			
Panasonic AG ac 90 (3) checkout			
Desk (9)			
Chair (17)			
Spider			
GE VCR SVHS			

Equipment Inventory		
Dish Network Box		
Prime Image TBC Freeze II		
Canon D340 Fax/Scan/Print		
File cabinet		
ASUS computer and monitor		
2 couches		
3 tables		
Small refrigerator		
Small microwave		
Tricaster 40 New Tek		
Vizio HD monitor		
Panasonic VHS deck		
Technics cassette deck		
Curtis DVD player		
Numark MP 102 Pro CD player		
Sony Triniton 8" monitor		
Panasonic DMR EZ28 DVD recorder		

Equipment Inventory			
Canon scanner 4200			
Curtains and rails (2)			
Sound panels			
2 florescent studio lights			
Light rack with stand			
Lite Panels 1000w with stand			
Truss on wheels			
Stacking chairs (8)			
Mic snake 12 channel			
Ergon stand			
ASUS monitor			
Sony Triniton monitor, 13"			
JVC SVHS deck			
Post Production Easy Key keyboard			
Edit table (2)			
Acer monitor			
JVC Mini DV SVHS deck			

Equipment Inventory			
Photocopier Mita DC 2360			
Samsung SG03 32' LCD HDTV Monitor	SN AZA43CTS306998H	\$900	2008
Del Inspiron laptop	15-3521 DPN:PJ8 GD A00	\$450.00	1-15-14
ME-2 Omnidirectional Condenser Lavalier Mic		\$99.00	2-3-14
Ravelli Light Stand	ASIN: B003TM600U		3-11-14
Manfrotto Head -- Fluid Head	MVH502AH		
Fancierstudio 1008 LED Light Panel	ASIN: B003TYFVNA		
16 Rechargeable Batteries	Amazon AA		
Manfrotto Tripod Legs -- 055XB Classic Legs	ASIN: B000UH7X1C	\$139.95	3-11-14
7 in 1 Reflector -- Neewer	Model # 10059142		4-2-14
2 Canon Replacement Batteries -- 7.2V Lithium-Ion --	Model # But-7130	-\$38.90	
Toshiba DVD Video Recorder	DR43 -- D45E 047 -- KU63 01	\$95.10	4-29-14
Teleprompter System	Model # R810-4	\$131.44	5-13-14
3 Sennheiser Headphones - HD201	Model # 500155	\$68.10	5-13-14
Rechargeable Battery Charger -- Energizer 4x--	Model # CHVCMWB-4		6-2-14
32 Rechargeable Batteries	Amazon AA	\$73.69	

Equipment Inventory			
Roku 2	Model # 2720X – SN: 1RE3A5062954	\$59.99	7-2-14
2TB Hard Drive -LaCie Porsche Design	SN: 16031406031633QHB	\$134.05	7-9-14
2 72mm Polarizer Filters – Tiffen	Model # 72CP – ASIN:B00004ZCGX		7-22-14
3 49mm UV Filters – Tiffen	Model # 49UVP – ASIN: B00004ZCJF		
1 49mm Polarizer Filter – Tiffen	Model # 49CP – ASIN: B00004ZC9L	\$80.76	
50mm Lens -Nikon E-Series	3286296	\$42.00	7-23-14
Lens Adapter -Fotodix N/G-EOS	ASIN: B008BBIBOM	\$24.56	7-30-14
2 Sennheiser Headphones -HD201	Model # 500155	\$50.88	10-27-14
2 4TB Hard Drives – LaCie Porsche Design	SN: 15801409181931QHB	\$359.98	10-29-14
2 Lens Adapters -Fotodix N/G-EOS	ASIN: B008BBIBOM	\$36.38	11-17-14
50mm Lens - Nikon – E-Series	3243454	\$15.00	11-17-14
24mm Lens - Nikon	702714	\$25.00	11-17-14
GoPro Hero 4 Black Edition + 64gb SD Card –	Model # CHDHX-401		12-1-14
2 Monopods –Manfrotto	558B	\$179.80	12-3-14
New Tricaster	Serial Number: NA5014471295308		
2015 EQUIPMENT PURCHASED			

Equipment Inventory			
Sennheiser Evolution G3 Wireless Microphone Combo	Model C/566-608 MHz SNs# 44840595, 4524008678, 4494025124	\$800.00	2/15
Panasonic Digital Camera DMC-GH4	SN# WE4KD001104	\$1500.00	2/15
Sigma Art Lens Model 18-35mm	SN# 509384708	\$800.00	2/15
2015 Equipment Donated to PATV (exclusions list)			
Dell Laptop DPN: GYXJ3 A00 JSD2	SN: 58SFKM1		2/15
Dell Laptop DPN: CFGY2 A00	SN: D09MRM1		2/15
Dell Laptop DPN: GYXJ3 A00 JSD2	SN: 96W6TM1		2/15
Dell Monitor Model 1704 FPTt	SN: CN-0Y4299-71618-556 8-ABDH		3/15
Dell Monitor Model 1704 FPVs	SN: MY-0H6304-47603-532- AZGU		3/15
Dell Monitor Model 1704 FVPI	SN: CN-056642-71618-5BM -AGKB		3/15
2016 EQUIPEMENT PURCHASED			
KAMERAR SLD- 470 MARK II 47" DSLR			
Video Camera Slider Video Stabilizer System			
DMKFoto Heavy Duty Ball Head with Quick Release Plate			

Equipment Inventory		
Transcend 64 GB High Speed 10 UHS-3 Flash Memory Card 95/60 MB/s		
2017 EQUIPMENT PURCHASED		
Seagate External Drives (4)		
Bamboo Area Rug (2)		
Black Leather Chairs (2)		
Acoustic Panels Studio Foam 12 pack (4)		
Eartec Headsets w/case (4)		
Eartec 3.7V 3.7Wh Rechargeable Lithium Battery		
Neewer LED-NL660 Lights Kit (2)		
S-HOOK for studio light install (2)		
Wall Mount for flat screen studio TV monitor (2)		
BLUE Snowball Microphone		
Microphone Isolation Shield		
2 Computer Desk		
4 AKG Headphones		



The Library Channel

Report prepared for the Iowa City Telecommunications Commission monthly meeting by Beth Fisher, Program Librarian and Bond Drager, Equipment Specialist. April 2018.

April 2018:

Children’s Programming:

- Birds of Prey Storytime with Raptology
- Earthday Storytime with 100 Grannies

Adult Programming:

- Rapid Response History – Imagining Climate in the Age of Romanticism
- Rapid Response History – Who Invented Extinction
- Rapid Response History – Liquid Gold or Fool’s Gold? Biofuels in the US
- Wonk Wednesday – Politics & Policy: Environmental Policy
- Obermann Conversation: Global Citizenship
- Rapid Response History – Elephants and Hunters in Africa
- Poetry Month: Poems from the Writers Workshop teachers
- UNESCO International Jazz Day – Exploring “Hot Tamale Louie”

Monthly Program Update:

	April 2018	Next Month: May 2018
Live Children’s Programs	• 2	•
Live Adult Programs	• 8	• 7
Programs Cablecast	• 634	•
Programs videotaped by Govt. Channel/CTS	• 2	•

Date: April 18, 2018

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 April 2018 meeting

Media Production Services

Provided by Jack Brooks - Special Projects Assistant and Toni Ugolini - Media Production Assistant

Recent production activities:

- Produced promotional videos for the Pedestrian Mall open house, the Utilities Assistance Fund, and the STEAM Festival.
- Created a new edition of *Iowa City In Focus*. Topics included the Waste Characterization Study findings, historic cabin restoration, and the Utilities Assistance Fund.
- Produced weekly *Iowa City Update* program. Topics included historic home grants, garden plot registration, Pedestrian Mall open house, and the annual police community forum.
- Produced “*Bike Shorts*” PSA on safety tips for young riders.
- Recorded the Racial Segregation and Social Justice panel at the Iowa City Public Library. The panel included New York Times reporter Nikole Hannah-Jones, Kingsley Botchway, and Leslie Locke.
- Recorded and live-streamed the Cities of Literature Panel, in which five members of UNESCO cities around the world spoke on their culture’s literature.
- Produced a second informational video for the Iowa City Parks and Recreation about its Swim Lesson Scholarship Program.
- Recorded the Community Forum on Hate Crimes which included panelist members of the Iowa City Police Department, University of Iowa Department of Public Safety, FBI, Johnson County Attorney’s Office, United States Attorney’s Office, and the NAACP.
- Created a fun, promotional video for the reveal of Iowa City’s 2018 RAGBRAI logo, which was showcased at the RAGBRAI logo reveal.
- Produced five short ‘virtual tours’ for some of Iowa City’s parks. Each video is centered around a specific park and gives the viewer a virtual tour of that park and its features.
- Recorded and live-streamed the Ped Mall Improvements Project open house presentation. This presentation included a slideshow of what will be happening to the Ped Mall starting in late April and was followed by Q&A.

Upcoming productions:

- Upcoming *Iowa City Update* programs to feature hydrant flushing, drug take back day, and the Ped Mall construction.
- Creating an *Iowa City In Focus* that features the progress on the Gateway Project, the Iowa City Airport’s 100th anniversary, and the summer bus program.
- Recording the Community Police Review Board annual forum that will be held at the Iowa City Public Library.
- Recording the Building Business Basics workshops which is held to explore and clarify business ideas with those interested in starting or improving their own local business.
- Finishing an informational video for the Iowa City Animal Shelter and Adoption Services.

Programming and Interactive Services

Provided by Kevin Crawley - Communications Technician

Recent and Upcoming Projects:

With the new website project done, I've been running down a 'to do' list of projects I was putting off. I created an app to help staff notify our clients of streaming access and scheduled cablecast times of their programs. I also set up a secure web page that to allow the Johnson County

videographers to remotely shut down our channel modulator for live Board of Supervisor meetings. We had previously maintained a dedicated phone line for this, so the new system will pay for itself in less than a year. And finally, we updated the Up Next program that appears between programs, reflecting the design of both the City's and our website. I've also done some experimenting with a local MySQL database, with a goal of streamlining our weekly scheduling process.

Website:

In March, we had 1,868 users access 4,748 pages in 2,802 sessions. Our most popular pages were Mediacom's old channel lineup page, Mediacom's new channel lineup page, our home page, our video page, and our new program schedule page. These numbers should change now that Google search has caught up with our new site layout.

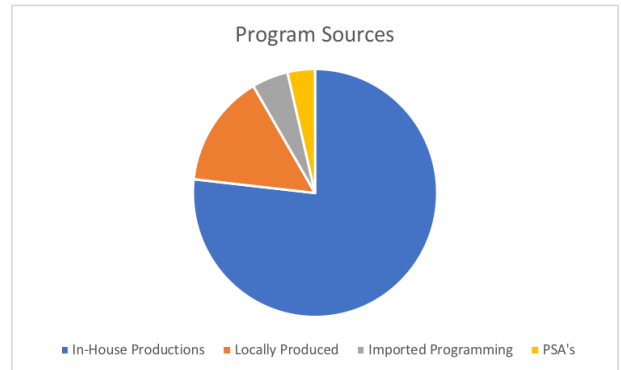
Our old streaming media provider reports 8,833 total hits, which includes 5,015 Events (player window was loaded), 72 Sessions (media was played), and 697 OnDemand Hits (media was scrubbed or index point was clicked). 2917 podcasts were downloaded (?), and our HQ media was accessed 129 times. Our live stream was accessed 1,553 times.

On YouTube, we had 7,139 video views account for 22,597 minutes (376 hours and 37 minutes) of watch time, an increase of 14% over March. We added 16 more subscribers, and our current total is 358. Our most watched videos by views were the Welcome to Iowa City! video, the Iowa City Update episode on Yard Waste Collection, the short video "Iowa Voter ID Law", and the City Council meeting of March 20, while the most watched videos by time were the City Council meeting of March 20, our Welcome to Iowa City! video, the Preucil String Concert, the Iowa City Update episode on Yard Waste Collection, and the Historical Society lecture on the History of Photography in Iowa. Our international viewership is back up slightly, with 80% of watch time viewers from the United States.

Programming:

Programming:

We cablecast 132 programs produced in-house 752 times for 552 hours of programming, 176 locally-produced (DITV, Senior Center, Hoover Library, Task Force on Aging, JC Board of Supervisors, Coralville, North Liberty and University Heights) programs 42 times for 106 hours of programming, and 26 imported programs 72 times for 35 hours of programming. We also showed 99 PSAs 1091 times for 26 hours of programming.



Programs Completed by the Cable TV Office in March 2018

- One Book Two Book Children's Literature Festival - Write Out Loud
- Preucil School of Music Orchestra Festival
- Compeer - The Sound of Friendship Concert
- Geneva Lecture Series - Tough Calling: Growing Hope at Times of Crisis
- History for Lunch: Crusading Iowa Journalist Verne Marshall
- National Alliance on Mental Illness of Johnson County - 2018 NAMI Walks Kick-off Luncheon
- Photography and American History: The Iowa Example
- Prairie Preview XXXV: Shades of Wisdom - Lessons Learned from a Lonely Bur Oak
- Iowa City Foreign Relations Council
 - Guarding Against Forgetting – Breaking the Silence: A Story of Political Awakening and Activist Archives in South Africa
 - An International Rocket Field School at the Andoya Space Center in Norway
 - State of State: One Year into the Trump Administration
 - Here and Abroad: Three University of Iowa Seniors Speak to the Relevance of Their International Experiences
- Iowa City City Council Meetings
 - March 6, 2018
 - March 20, 2018
- Iowa City City Council Work Sessions
 - March 6, 2018
 - March 20, 2018
- Student Leadership Awards
 - Alexander Elementary
 - Lemme Elementary
- Iowa City Parks & Recreation Swim Lesson Scholarship informational video
- Garden Plot ActiveNet Registration Tutorial
- Created promotional videos for:
 - Pedestrian Mall open house
 - Utilities Assistance Fund
 - STEAM Festival
- Iowa City Update:
 - Racial Disparities Conference
 - Street Sweeping
 - Yard Waste Collection
 - Historic Home Grants
 - Garden Plot Registration