



AGENDA
Public Access Financial Advisory Committee
May 21, 2020
8:30 AM

Remote meeting via Zoom conference call

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1. Acceptance of prior year meeting (May 9, 2019) minutes
2. Presentation of FY 21 PPMtv budget
3. Discussion

PUBLIC ACCESS FINANCIAL ADVISORY COMMITTEE
Meeting Minutes
May 9, 2019, 9:00 A.M.
City Manager's Conference Room
Municipal Complex
Portsmouth NH

Present: John Bohenko, City Manager; Eric Spear, City Council Appointee; Andrew Purgiel, Deputy Finance Director; Patrick Collins; Bill Humphries; Chad Corder; Ben Harvey (via phone); Deputy City Attorney Suzanne Woodland (for the latter part of the meeting)

Excused: Pamela Levesque, Cable Commission Appointee

A motion was made by Mr. Purgiel and seconded by Mr. Spear to approve the minutes from the April 12, 2018 Committee meeting. Unanimously approved.

Mr. Corder stated that Mr. Humphries is retiring and Chad Corner will be his replacement.

Mr. Purgiel gave a brief presentation of the history of the distribution of the Trust and Cable Franchise Fees. He stated that the formula used to determine the amount of the Trust assets and distribution remain the same. Mr. Purgiel stated that he is projecting that the Cable Franchise fee for FY '20 will be \$477,565.61, the City's General Fund will keep \$360,000 of that amount and would estimate that approximately \$117,000 would stay in the Trust. If they distribute \$117,000 to the PPMtv, the balance in the trust would be approximately \$65,000.

Mr. Collins presented the PPMtv budget for FY 2020 of \$134,400 as operating expenses and estimated revenue of \$139,550. He stated that they have a lease obligation to provide building improvements. This year they did a substantial improvement to the back of the building to make it handicapped accessible and it included landscaping. He stated they received a grant for these improvements. Mr. Bohenko noted that the grant money received was from the City's Community Development Block Grant (CDBG).

Mr. Bohenko stated that the Comcast numbers are down, will probably continue to decrease and noted that the revenue side of their budget may not work in a few years. Mr. Collins stated that that is the trend across the country. He stated that they would need to look to fundraise to make up the difference.

Mr. Bohenko made a motion to authorize the distribution of funds in excess of the \$360,000 General Fund portion be transferred to the PPMtv, (estimated at \$117,566). The exact amount will be determined after the 4th quarter payment has been made. Seconded by Mr. Spear. So voted.

Mr. Bohenko suggested he contact Leo Gagnon at the Rotary to inquire about a fundraising partnership. He suggested an auction similar to the ones on local PBS stations.

Mr. Collins asked if the Franchise Agreement was negotiated and complete. Mr. Bohenko asked Deputy City Attorney Suzanne Woodland to join the meeting. Ms. Woodland stated that the negotiations were complete and also noted that there has been a decrease in revenues to Comcast. She also stated there is a credit of \$40,000 in the contract towards relocation if PPMtv has to vacate their premises.

The meeting was adjourned at 9:20 a.m.