

NOTE: June 6th Metropolitan Policy Committee Meeting Canceled

METROPOLITAN CABLE TELEVISION COMMISSION

DATE: Thursday, June 6, 2019

TIME: 11:30 a.m.

LOCATION: Lane Council of Governments, Park Place Building, 5th floor, Buford Meeting Room,
859 Willamette St., Suite 500, Eugene, OR 97401

CONTACT: Anne Davies, 541-682-4040, adavies@lcog.org

1. Agenda: Thursday, June 6, 2019

Documents:

[CABLE COMMISSION AGENDA.PDF](#)

2. Item 5 Memo: 2019 PEG Grant Distributions

Documents:

[MPC_7MEMOCABLE PEG 2019 RECOMMENDATIONS.PDF](#)

3. Item 5 Attachment 1: Grant Recommendations

Documents:

[ATTACHMENT 1 2019MPC GRANT RECOM \(2\).PDF](#)

4. Item 5 Attachment 2: Application Request For PEG Equipment Funds

Documents:

[ATTACHMENT 2 MPC-PEG APPLICATION 2019 ESF UPDATED.PDF](#)

5. Item 5 Attachment 3: Revised Fire Training Application

Documents:

[ATTACHMENT 3 2019 ESF PEG FINAL VERSION-UPDATED.PDF](#)

6. Complete Packet

Documents:

[COMPLETE PACKET.PDF](#)



MEETING NOTICE

MEETING:	METROPOLITAN CABLE COMMISSION
DATE:	Thursday, June 6, 2019
TIME:	11:30 AM – 12:00 PM
LOCATION:	Lane Council of Governments, 859 Willamette St., Ste 500, Eugene <i>(directions below)</i>
CONTACT PERSON:	Anne Davies, 541-682-4040

A G E N D A

1. WELCOME & INTRODUCTIONS
2. CALL TO ORDER
3. ADJUSTMENTS TO THE AGENDA
4. COMMENTS FROM THE AUDIENCE *(Anyone wishing to comment is asked to sign up on the public comment sheet provided at the meeting. A limit of 3 minutes per person is requested.)*
5. METROPOLITAN CABLE TELEVISION COMMISSION
 - a. Cable TV PEG Grant Program – Expenditures on Capital Equipment
Staff Contact: Anne Davies, LCOG
Action Requested: Approval of Cable Franchise Authority Staff Recommendations for 2019 Grant Cycle

Lane Council of Governments: Located at 859 Willamette Street, Suite 500 in Downtown Eugene. The meeting room is on the 5th floor in the Buford Room.
Bus: Take the bus to the LTD Eugene Station, from there walk north on Willamette Street to 8th Ave.
Bicycles: There are covered bicycle racks by the front entrance.
Parking: The Parcade Garage is on 8th Avenue and Willamette Street. First hour is free.
❖ Metered parking is also available on Willamette Street.

PLEASE NOTE:



LCOG is now posting meetings on its website at <http://www.lcog.org/346/Metropolitan-Policy-Committee>. These postings will include the agenda, minutes and attachments. If you no longer want to receive your meeting announcement in paper format, please contact Laura Campbell, 541-682-4006 or lcampbell@lcog.org.

Location is wheelchair accessible (WCA). American Sign Language (ASL) interpretation is available with 48 hours notice.

LCOG Main Office: 859 Willamette Street, Suite 500, Eugene, Oregon 97401-2910

Phone: (541) 682-4283 • Fax: (541) 682-4099 • TTY: (541) 682-4567 • Web: www.lcog.org



June 6, 2019

To: Metropolitan Cable Television Commission
 From: Anne Davies, Lane Council of Governments
 Subject: 2019 PEG Grant Distributions

Action Recommended: Approval of Staff Recommendations for 2019 Grant Cycle

Background

Under the current cable franchise agreement that Eugene, Springfield and Lane County have with Comcast, Comcast provides an annual payment of \$50,000 for distribution to PEG (Public, Educational, Government) broadcast channels. (There is a separate \$50,000 contributed for Metro TV Government Channel capital expenditures.) The Metropolitan Cable Television Commission uses that money to make awards of funds for capital improvements to the PEG channels. In 2013, the MPC decided to postpone further distributions in order to build up a reserve to cover projected costs of installing a signal collection system (cameras and routers and fiber) in the new Eugene City Hall. Since that time, the reserve has accumulated the necessary amount to cover the estimated costs (\$150,000) for City Hall.

Staff sent out a general solicitation notifying potential grant recipients (PEG broadcast channels) that approximately \$50,000 in funding is available for distribution. Staff received one application from Eugene/Springfield Fire Training Channel (see Attachment 2). The applicant has requested and received funds before. Past awards and the 2019 requested amounts are as follows:

PEG Grants						
	2011	2012	2014	2017	2018	2019
City of Eugene	\$17,800	\$ 14,679				
City of Springfield		\$62,900				
Community TV	\$20,000	\$ 7,421	\$ 11,430	\$6,285	\$16,816	
ES Fire Training	\$28,631		\$8,600	\$8,820	\$15,400	\$24,500
Lane Community College			\$29,400	\$10,700		
Total	\$66,431	\$ 85,000	\$ 49,430	\$25,805	\$32,216	\$24,500

Representatives of the jurisdictions and Metro TV technical staff met to review the application. Between the time the application was submitted and the date staff met, one of the cameras requested (see bottom of page 3 of application, Canon XF105 HD), was discontinued. The applicant then submitted a revised application (see Attachment 3), that substitutes a similar camera at a slightly higher price.

After consultation, Staff makes the following determinations and recommendations:

Eugene/Springfield Fire-- The internal-staff-only fire training channel operation creates and secures videos for broadcast on the scrambled public safety channel. These productions range across the whole spectrum of public safety needs, and include matters for Police and 9-1-1 emergency dispatch. The program is seeking equipment that falls into four general categories: Classroom 3 Broadcast Package (\$10,000), Studio Equipment Upgrade Package (\$7,000), "A" Camera Upgrade Package (\$5,100), and General Equipment Upgrades (\$2,200).

The Classroom 3 package includes two new cameras and ancillary equipment that will allow liver coverage from an additional room (Classroom 3) at 2nd and Chambers. The studio upgrade package will allow dedicating cameras exclusively to use in the studio, rather than using a mix of field cameras in the studio, which results in inconsistent footage quality. With this upgrade, the studio will always be adequately equipped and ready for use. The "A" camera upgrade package proposes to provide equipment that will facilitate use of the camera package that was purchased last year with grant monies from this grant program. This package will benefit other channels, including Metro TV, as the equipment in that package can be borrowed for use by others.

Recommendation

Staff recommends distribution of the total amount of funds requested by the applicant as follows:

Eugene Springfield Fire Training	\$ 24,500
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A detailed list of the items approved is attached to this memo as Attachment 1. The total of the requested items as priced by the applicant totals \$24,379, but Staff recommends authorizing the full requested amount of \$24,500 to provide a buffer. If stock of the CanonXF105 Camera is no longer available, then Staff recommends authorizing purchase of two units of the Canon XA15 at \$1,799 each, as requested. Any funds not used will be rolled over to the next year.

Next Steps

If the MPC agrees with Staff's recommendation, a motion such as "I move to approve the Staff Recommendations for distribution of the 2019 PEG grants," would be appropriate.

If the MPC wishes to alter the amount of any award, a motion making those changes would be appropriate.

If the MPC approves an award, the next steps will be to purchase the equipment. Neil Moyer has established a string of qualified vendors, and may be able to obtain better pricing. LCOG will purchase the equipment with the grant funds and deliver the equipment to the applicant.

Attachments

1. Staff recommended awards
2. Fire training application
3. Revised Fire training application

Attachment 1

2019 Franchise Staff Grant Recommendation

The Staff recommends the following distribution of the available PEG funds to Eugene/Springfield Fire:

Classroom 3 Broadcast Package

Panasonic AW-HE40SK Camera x 2	\$6,450
Production Switcher	\$2,495
Converter	\$499
8 Port Gigabit Switch x 2	\$216
Splitter	\$ 51
Power strip	\$ 90
Equipment Rack	\$180
Rack Shelf	\$29

Studio Equipment Upgrade Package

Canon XF105 HD Camera x 2	\$3,400
Tripod Dolly kit	\$378
Color gel kit	\$ 97
LED light	\$1,200
Mount bracket	\$152
Softbox	\$275
Gold Mount Battery x 2	\$608
Battery charger	\$800
Control Rocker	\$ 76

"A" Camera Upgrade Package

24-105 mm Lens	\$1,099
Adapter	\$649
18-105 mm Lens	\$548
Monitor bundle	\$449
Monitor hood	\$ 20
Camera cage	\$650
Viewfinder	\$565
Wireless Mic	\$699
Memory Card 2-pack	\$150
Tripod Adapter	\$295

General Equipment Upgrades

Mic kit	\$629
Studio monitors	\$369
Widescreen monitor x 2	\$754
Internal NAS HDD x 2	\$507

TOTAL AMOUNT OF GRANTS \$24,379

Application Request for PEG Equipment Funds (2019)

The cable franchise agreement that Lane County, Springfield and Eugene have with Comcast provides for an annual payment from Comcast for PEG-related capital costs. Pursuant to past policy decisions by the Lane County Cable Commission, half of that amount goes directly to Metro TV and half of it is allocated to fund a grant program to distribute funds to jurisdictions in need of capital improvements for Public Access, Education or Government (PEG) programming. As an agency that has, or could have, a connection agreement to place material on one or more PEG cable television channels, you are eligible to compete for capital equipment funding.

There is approximately \$50,000 available for distribution, but the Cable Commission may choose not to award all of the funds. Applications must be received by Anne Davies by close of business on April 19, 2019. Materials may be submitted either 1) by e-mail to adavies@lcoq.org or 2) mailed to Anne Davies, LCOG, 859 Willamette St., Suite 500, Eugene, OR 97401. You may contact Ms. Davies with any questions via e-mail or phone at 541-682-4040.

Funds must be used for the purchase of capital equipment. A capital equipment purchase is defined as a non-reoccurring expenditure for the purpose of acquiring and installing equipment (durable goods) with a potential useful life of at least two years. Funds may not be used for operational or maintenance costs. Actual purchase of equipment authorized by the Cable Commission must occur within five (5) months of the Cable Commission action. Equipment purchased with the PEG funding under this process shall become the property of LCOG, as fiscal agent for the Cable Commission.

Please provide the following information:

1. Applicant Organization:

Eugene Springfield Fire Department

2. Applicant Contact Information:

Primary –

Manuel Velazquez – Video Technician

541-682-7136

Manuel.g.velazquez@ci.eugene.or.us

Backup-

Matt Ennis – Eugene Springfield Fire Training Chief 541-682-7131

Mennis@eugene-or.gov

3. The capital equipment you propose to purchase must be intended for and used to generate signals to be broadcast on one or more of the Comcast PEG channels, to expand the availability of the signals, or for related operational purposes. However, the use of the signals need not be restricted to the PEG channels. Does your organization have access to the Public or the Educational Channels on the Comcast system in Lane County?

Yes, our organization has access to a private scrambled channel (Comcast CH 998) that is broadcasted to all 16 fire stations in our response area.

4. What is the total amount of your request? *(Round to the nearest \$100)*

\$24,500

5. Describe the capital equipment your organization would like to purchase; include the following information for each type of equipment requested:

· Description of equipment, with estimated cost

Classroom 3 Broadcast Package

-Panasonic AW-HE40SK PTZ Camera (x2): \$3225 each

-Blackmagic ATEM Production Switcher: \$2495

-Datavideo DAC 70 Cross Converter: \$499

-8 Port Gigabit switch (x2): \$108 each

-VGA Splitter: \$51

Classroom 3 Broadcast Package cont.

-8 outlet rack mounted power strip: \$90

-22RU Equipment Rack: \$180

-Rack Shelf: \$29

- ✓ *Preferred date of purchase for each item*

May 2019

- ✓ *Funding requested (round to the nearest \$100)*

\$10,000

- ✓ *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package includes all the main components needed to record and broadcast from Classroom 3 in our Emergency Services Training Center. This building is located at 2nd and Chambers in Eugene. Currently, we can only broadcast/stream from Classroom 1 at this site. Most of our crew's Emergency Medical recertification training classes are held in Classroom 3. We wish to broadcast many of these classes to crews within their stations by closed circuit.

By doing this, we will keep our crews in their assigned service areas, and thus, closer to critical, time-dependent emergency calls. Another benefit of broadcasting classes to remote station sites is that this action will reduce the carbon footprint of engine exhaust production by our diesel engines.

- ✓ *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. The main function of our cable channel is to broadcast classes and trainings to crews in their respective stations. This package of equipment expands our capacity to do that.

- ✓ *Description of equipment, with estimated cost*

Studio Equipment Upgrade package

-Canon XF105 HD Camera (x2): \$1700 each

-Tripod Dolly kits (x2): \$189 each

-Color gel kit: \$97

Studio Equipment Upgrade package cont.

- Litepanels Astra LED Light: \$1200
- Litepanels Gold mount battery bracket: \$152
- Litepanels Softbox: \$275
- Anton Bauer Gold Mount Battery (x2): \$304 each
- Anton Bauer Battery Charger: \$800
- Varizoom Control Rocker: \$76

- *Preferred date of purchase for each item*

May 2019

- *Funding requested (round to the nearest \$100)*

\$7,000

- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package will update some components of the studio-which has seen an increase in use over the past year. The cameras will be dedicated studio cameras, as opposed to now where we use a mix of different field cameras for studio productions. This leads to inconsistent footage quality and adds extra setup/break down time. Having dedicated cameras there means that the studio is always ready to go. It also includes an extra LED light to help with shoots and adds more battery capacity. Our current Anton Bauer battery system is outdated and the charger does not work properly anymore. The batteries will also be used with the new camera upgrades that are listed below.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe*

Yes. The studio is where we broadcast live updates to the department as well as tape trainings and a variety of other productions for the channel. These items will allow us to shoot more programs in the studio.

- *Description of equipment, with estimated cost*

“ A” camera upgrade package

- Canon EF 24-105mm Lens: \$1099
- Metabones adapter: \$649

“ A” camera upgrade package cont.

- Sony PZ 18-105mm lens: \$548
- SmallHD Sony monitor bundle: \$449
- SmallHD monitor hood: \$20
- Tilta camera cage for FS5: \$650
- Zacuto FS5 viewfinder: \$565
- Sennheiser Wireless Lav mic: \$699
- Lexar 128GB memory card 2-pack: \$150
- VCT Tripod adapter: \$295

- *Preferred date of purchase for each item*

May 2019

- *Funding requested (round to the nearest \$100)*

\$5,100

- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed package expands on the Sony FS5 camera that was purchased last year. These components will make the camera more robust and able to tackle more shooting situations, which will lead to a wider variety of programming on the channel. The lenses will allow for different configurations during different shoots. The monitor will replace our current monitor that does not function properly and will allow for better signal/image accuracy. The camera cage will convert the FS5 to a shoulder rig which will make drill field filming easier and steadier. The aforementioned Anton Bauer batteries will help power and balance the camera. The new viewfinder will make filming outdoors more efficient and accurate. Lastly the new microphone will replace one of our units that is no longer working.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. This camera serves as our “A” camera and is used to film a variety of programs. Being able to change and adapt to different shooting locations will improve quality and scope of work.

- ✓ *Description of equipment, with estimated cost*

General Equipment upgrades

-Shure SM7B microphone kit: \$629

-Rokit 5" Studio monitors: \$369

-ASUS 27" widescreen monitor (x2): \$377 each

-WD 6TB Internal NAS HDD (x3): \$169 each

- ✓ *Preferred date of purchase for each item*

May 2019

- ✓ *Funding requested (round to the nearest \$100)*

\$2,200

- ✓ *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This equipment package will upgrade some components of the editing suite within our studio. A new microphone will improve the quality of voiceovers and the audio monitors will replace our current units that are not working properly. The new monitors will help with video and photo editing. The extra hard drives will expand our current NAS system's storage capacity. Allowing for more programs to be created and archived.

- ✓ *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. There has been an increase in voiceover work for trainings and classes, almost all of our videos require some sort of voiceover. The monitors and hard drives will help streamline post production workflows.

6. If your application includes a request for more than one type of equipment, please assign a priority to each request (#1 being the highest priority) to assist MPC members in partial awards should total requests exceed the funding available.

- 1- Class 3 Broadcast package**
- 2- "A" Camera upgrade package**
- 3- Studio equipment package**
- 4- General upgrade package**

7. Subject to use for PEG purposes by the applicant, the capital equipment must be available for other PEG users to the extent practical. Would this be an issue for your organization? If yes – please briefly describe why.

No. If any other PEG users would like to use the equipment they can do so. The only limitation is that most of it will be permanently be installed at 2nd & Chambers, so they would have to travel there for access.

8. If approved by the Cable Commission, how will the equipment be preserved and protected, and what methods will your organization use to insure that the use of the equipment will be responsible, safe, and legal?

If approved, the equipment will live at the TV studio located at 2nd & Chambers. The studio is locked all day and can only be accessed by designated users who have key cards (not everyone's prox card opens it). Furthermore the entire building is locked and can only be accessed by key card. The use of the equipment will be supervised by myself; Manuel Velazquez. I am in charge of all operations in the TV studio and its equipment.

9. If approved by the Cable Commission, what is the shelf life of the equipment and how does the organization intend to plan for the funding of future equipment replacement? (*Applications demonstrating a capacity to fund replacement internally will score higher.*)

I estimate that the equipment requested should have a shelf-life of about 5 – 10 years. Major shifts in video broadcasting technologies could affect shelf-life projections. Future replacement of this equipment would be funded through the department. Future purchases due to technology shifts will be made through grants or other funding.

10. Describe the impact to your organization if funds are not allocated for your request through this process.

We evaluate our equipment replacement needs and purchase a couple of small pieces each year. With current budget restrictions this isn't always possible though. The PEG funds will be able to update, replace, and in some cases, introduce new equipment. This year we are focusing on adding more programming with Classroom 3 being broadcast ready and using the funds to streamline workflows in the studio and editing suite. Since our whole operation is essentially a "one man band" it's important to have the necessary equipment to make that work.

11. Applications that can show that the proposed capital expenditure will provide a benefit to a larger number of viewers will be scored higher than other applications that benefit a smaller number of viewers. Briefly describe the

viewer benefit of the proposed capital expenditure. (*The method of demonstrating broader benefit is up to the applicant, but objective demonstrations will be scored higher than subjective demonstrations.*)

If our organization were awarded with these funds the results would greatly benefit our viewers. Over the past year we have seen an increase in demand for live shows, podcasts, and various other programs for our channel. This new equipment will make sure that we are prepared to meet all our department's needs for years to come. The camera and studio upgrades will not only significantly upgrade the quality of productions, but will also open up more opportunities for more diverse programming. Being able to broadcast from Classroom 3 will also save a tremendous amount of time and fuel whenever we have department wide training sessions. With our department's social media presence growing, upgrades to our equipment will mean that we can keep up with the times. Outreach and education are important right now, and our department wants to utilize video now more than ever for these purposes. The funds would ultimately streamline many workflows here in the field/studio which in turn will yield a better product for the viewers.

Application Request for PEG Equipment Funds (2019)

The cable franchise agreement that Lane County, Springfield and Eugene have with Comcast provides for an annual payment from Comcast for PEG-related capital costs. Pursuant to past policy decisions by the Lane County Cable Commission, half of that amount goes directly to Metro TV and half of it is allocated to fund a grant program to distribute funds to jurisdictions in need of capital improvements for Public Access, Education or Government (PEG) programming. As an agency that has, or could have, a connection agreement to place material on one or more PEG cable television channels, you are eligible to compete for capital equipment funding.

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Please provide the following information:

1. Applicant Organization:
Eugene Springfield Fire

2. Applicant Contact Information:
Manuel Velazquez – Video Technician 541-682-7136
Manuel.g.velazquez@ci.eugene.or.us

Backup- Matt Ennis – Eugene Springfield Fire Training Chief
541-682-7131 Mennis@eugene-or.gov

3. The capital equipment you propose to purchase must be intended for and used to generate signals to be broadcast on one or more of the Comcast PEG channels, to expand the availability of the signals, or for related operational purposes. However, the use of the signals need not be restricted to the PEG channels. Does your organization have access to the Public or the Educational Channels on the Comcast system in Lane County?

Yes, our organization has access to a private scrambled channel (Comcast CH 998) that is broadcasted to all 16 fire stations in the area.

4. What is the total amount of your request? (Round to the nearest \$100)

\$24,500

5. Describe the capital equipment your organization would like to purchase; include the following information for each type of equipment requested:

- *Description of equipment, with estimated cost*
Classroom 3 Broadcast Package

-Panasonic AW-HE40SK PTZ Camera (x2): \$3225 each

-Blackmagic ATEM Production Switcher: \$2495

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-8 Port Gigabit switch (x2): \$108 each

-VGA Splitter: \$51

-8 outlet rack mounted power strip: \$90

-22RU Equipment Rack: \$180

-Rack Shelf: \$29

- *Preferred date of purchase for each item*
May 2019

- *Funding requested (round to the nearest \$100)*
\$10,000
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package includes all the main components needed to record and broadcast from Classroom 3 in our Emergency Services Training Center. This building is located at 2nd and Chambers in Eugene. Currently, we can only broadcast/stream from Classroom 1 at this site. Most of our crew's Emergency Medical recertification training classes are held in Classroom 3. We wish to broadcast many of these classes to crews within their stations by closed circuit.

By doing this, we will keep our crews in their assigned service areas, and thus, closer to critical, time-dependent emergency calls. Another benefit of broadcasting classes to remote station sites is that this action will reduce the carbon footprint of engine exhaust production by our diesel engines.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*
Yes. The main function of our cable channel is to broadcast classes and trainings to crews in their respective stations. This package of equipment expands our capacity to do that.
- *Description of equipment, with estimated cost*
Studio Equipment Upgrade package
 - Canon XF105 HD Camera (x2): \$1700 each
 - Tripod Dolly kits (x2): \$189 each
 - Color gel kit: \$97
 - Litepanels Astra LED Light: \$1200
 - Litepanels Gold mount battery bracket: \$152
 - Litepanels Softbox: \$275
 - Anton Bauer Gold Mount Battery (x2): \$304 each
 - Anton Bauer Battery Charger: \$800
 - Varizoom Control Rocker: \$76
- *Preferred date of purchase for each item*
May 2019

- *Funding requested (round to the nearest \$100)*
\$7,000
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This package will update some components of the studio-which has seen an increase in use over the past year. The cameras will be dedicated studio cameras, as opposed to now where we use a mix of different field cameras for studio productions. This leads to inconsistent footage quality and adds extra setup/break down time. Having dedicated cameras there means that the studio is always ready to go. It also includes an extra LED light to help with shoots and adds more battery capacity. Our current Anton Bauer battery system is outdated and the charger does not work properly anymore. The batteries will also be used with the new camera upgrades that are listed below.

****As of May 2019 the CanonXF105 Camera is in stock, but discontinued. If stock runs out by June 2019, when PEG funds are set to be distributed, then they will be replaced by the Canon XA15. 2 units at \$1799 each.****

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe*

Yes. The studio is where we broadcast live updates to the department as well as tape trainings and a variety of other productions for the channel. These items will allow us to shoot more programs in the studio.

- *Description of equipment, with estimated cost*
“A” camera upgrade package

**-Canon EF 24-105mm Lens: \$1099
 -Metabones adapter: \$649
 -Sony PZ 18-105mm lens: \$548
 -SmallHD Sony monitor bundle: \$449
 -SmallHD monitor hood: \$20
 -Tilta camera cage for FS5: \$650
 -Zacuto FS5 viewfinder: \$565
 -Sennheiser Wireless Lav mic: \$699
 -Lexar 128GB memory card 2-pack: \$150**

-VCT Tripod adapter: \$295

- *Preferred date of purchase for each item*
May 2019
- *Funding requested (round to the nearest \$100)*
\$5,100
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This package expands on the Sony FS5 camera that was purchased last year. These components will make the camera more robust and able to tackle more shooting situations, which will lead to a wider variety of programming on the channel. The lenses will allow for different configurations during different shoots. The monitor will replace our current monitor that does not function properly and will allow for better signal/image accuracy. The camera cage will convert the FS5 to a shoulder rig which will make drill field filming easier and more steady. The aforementioned Anton Bauer batteries will help power and balance the camera. The new viewfinder will make filming outdoors more efficient and accurate. Lastly the new microphone will replace one of our units that is no longer working.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. This camera serves as our “A” camera and is used to film a variety of programs. Being able to change and adapt to different shooting locations will improve quality and scope of work.

- *Description of equipment, with estimated cost*
General Equipment upgrades

-Shure SM7B microphone kit: \$629

-Rokit 5” Studio monitors: \$369

-ASUS 27” widescreen monitor (x2): \$377 each

-WD 6TB Internal NAS HDD (x3): \$169 each

- *Preferred date of purchase for each item*
May 2019
- *Funding requested (round to the nearest \$100)*
\$2,200
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*

- *Improve opportunities for programming on PEG channels*
- *Expand the diversity of programming on PEG channels*

This equipment package will upgrade some components of the editing suite. A new microphone will improve the quality of voiceovers and the audio monitors will replace our current units that are not working properly. The new monitors will help with video and photo editing. The extra hard drives will expand our current NAS system’s storage capacity. Allowing for more programs to be created and archived.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. There has been an increase in voiceover work for trainings and classes, almost all of our videos require some sort of voiceover. The monitors and hard drives will help streamline post production workflows.

6. If your application includes a request for more than one type of equipment, please assign a priority to each request (#1 being the highest priority) to assist MPC members in partial awards should total requests exceed the funding available.

- 1- **Class 3 Broadcast package**
- 2- **“A” Camera upgrade package**
- 3- **Studio equipment package**
- 4- **General upgrade package**

7. Subject to use for PEG purposes by the applicant, the capital equipment must be available for other PEG users to the extent practical. Would this be an issue for your organization? If yes – please briefly describe why.

No. If any other PEG users would like to use the equipment they can do so. The only limitation is that most of it will be permanently be installed at 2nd & Chambers, so they would have to travel there for access.

8. If approved by the Cable Commission, how will the equipment be preserved and protected, and what methods will your organization use to insure that the use of the equipment will be responsible, safe, and legal?

If approved, the equipment will live at the TV studio located at 2nd & Chambers. The studio is locked all day and can only be accessed by designated users who have key cards (not everyone’s prox card opens it). Furthermore the entire building is locked and can only be accessed by key card. The use of the equipment will be supervised by myself-

Manuel Velazquez. I am in charge of all operations in the TV studio and its equipment.

9. If approved by the Cable Commission, what is the shelf life of the equipment and how does the organization intend to plan for the funding of future equipment replacement? *(Applications demonstrating a capacity to fund replacement internally will score higher.)*

I estimate that the equipment requested should have a shelf-life of about 5 – 10 years. Major shifts in video broadcasting technologies could affect shelf-life projections. Future replacement of this equipment would be funded through the department. Future purchases due to technology shifts will be made through grants or other funding.

10. Describe the impact to your organization if funds are not allocated for your request through this process.

We evaluate our equipment replacement needs and purchase a couple of small pieces each year. With current budget restrictions this isn't always possible though. The PEG funds will be able to update, replace and in some cases, introduce new equipment. This year we are focusing on adding more programming with Classroom 3 being broadcast ready and using the funds to streamline workflows in the studio and editing suite. Since our whole operation is essentially a "one man band" it's important to have the necessary equipment to make that work.

11. Applications that can show that the proposed capital expenditure will provide a benefit to a larger number of viewers will be scored higher than other applications that benefit a smaller number of viewers. Briefly describe the viewer benefit of the proposed capital expenditure. *(The method of demonstrating broader benefit is up to the applicant, but objective demonstrations will be scored higher than subjective demonstrations.)*

If our organization were awarded with these funds the results would greatly benefit our viewers. Over the past year we have seen an increase in demand for live shows, podcasts, and various other programs for our channel. This new equipment will make sure that we are prepared to meet all our department's needs for years to come. The camera and studio upgrades will not only significantly upgrade the quality of productions, but will also open up more opportunities for more diverse programming. Being able to broadcast from Classroom 3 will also save a tremendous amount of time and fuel whenever we have department wide training sessions. With our department's social media presence growing, upgrades to our equipment will mean that we can

keep up with the times. Outreach and education are important right now, and our department wants to utilize video now more than ever for these purposes. The funds would ultimately streamline many workflows here in the field/studio which in turn will yield a better product for the viewers.



MEETING NOTICE

MEETING:	METROPOLITAN CABLE COMMISSION
DATE:	Thursday, June 6, 2019
TIME:	11:30 AM – 12:00 PM
LOCATION:	Lane Council of Governments, 859 Willamette St., Ste 500, Eugene <i>(directions below)</i>
CONTACT PERSON:	Anne Davies, 541-682-4040

A G E N D A

1. WELCOME & INTRODUCTIONS
2. CALL TO ORDER
3. ADJUSTMENTS TO THE AGENDA
4. COMMENTS FROM THE AUDIENCE *(Anyone wishing to comment is asked to sign up on the public comment sheet provided at the meeting. A limit of 3 minutes per person is requested.)*
5. METROPOLITAN CABLE TELEVISION COMMISSION
 - a. Cable TV PEG Grant Program – Expenditures on Capital Equipment
Staff Contact: Anne Davies, LCOG
Action Requested: Approval of Cable Franchise Authority Staff Recommendations for 2019 Grant Cycle

Lane Council of Governments: Located at 859 Willamette Street, Suite 500 in Downtown Eugene. The meeting room is on the 5th floor in the Buford Room.
Bus: Take the bus to the LTD Eugene Station, from there walk north on Willamette Street to 8th Ave.
Bicycles: There are covered bicycle racks by the front entrance.
Parking: The Parade Garage is on 8th Avenue and Willamette Street. First hour is free.
❖ Metered parking is also available on Willamette Street.

PLEASE NOTE:



LCOG is now posting meetings on its website at <http://www.lcog.org/346/Metropolitan-Policy-Committee>. These postings will include the agenda, minutes and attachments. If you no longer want to receive your meeting announcement in paper format, please contact Laura Campbell, 541-682-4006 or lcampbell@lcog.org.

Location is wheelchair accessible (WCA). American Sign Language (ASL) interpretation is available with 48 hours notice.

LCOG Main Office: 859 Willamette Street, Suite 500, Eugene, Oregon 97401-2910

Phone: (541) 682-4283 • Fax: (541) 682-4099 • TTY: (541) 682-4567 • Web: www.lcog.org



June 6, 2019

To: Metropolitan Cable Television Commission
 From: Anne Davies, Lane Council of Governments
 Subject: 2019 PEG Grant Distributions

Action Recommended: Approval of Staff Recommendations for 2019 Grant Cycle

Background

Under the current cable franchise agreement that Eugene, Springfield and Lane County have with Comcast, Comcast provides an annual payment of \$50,000 for distribution to PEG (Public, Educational, Government) broadcast channels. (There is a separate \$50,000 contributed for Metro TV Government Channel capital expenditures.) The Metropolitan Cable Television Commission uses that money to make awards of funds for capital improvements to the PEG channels. In 2013, the MPC decided to postpone further distributions in order to build up a reserve to cover projected costs of installing a signal collection system (cameras and routers and fiber) in the new Eugene City Hall. Since that time, the reserve has accumulated the necessary amount to cover the estimated costs (\$150,000) for City Hall.

Staff sent out a general solicitation notifying potential grant recipients (PEG broadcast channels) that approximately \$50,000 in funding is available for distribution. Staff received one application from Eugene/Springfield Fire Training Channel (see Attachment 2). The applicant has requested and received funds before. Past awards and the 2019 requested amounts are as follows:

PEG Grants						
	2011	2012	2014	2017	2018	2019
City of Eugene	\$17,800	\$ 14,679				
City of Springfield		\$62,900				
Community TV	\$20,000	\$ 7,421	\$ 11,430	\$6,285	\$16,816	
ES Fire Training	\$28,631		\$8,600	\$8,820	\$15,400	\$24,500
Lane Community College			\$29,400	\$10,700		
Total	\$66,431	\$ 85,000	\$ 49,430	\$25,805	\$32,216	\$24,500

Representatives of the jurisdictions and Metro TV technical staff met to review the application. Between the time the application was submitted and the date staff met, one of the cameras requested (see bottom of page 3 of application, Canon XF105 HD), was discontinued. The applicant then submitted a revised application (see Attachment 3), that substitutes a similar camera at a slightly higher price.

After consultation, Staff makes the following determinations and recommendations:

Eugene/Springfield Fire-- The internal-staff-only fire training channel operation creates and secures videos for broadcast on the scrambled public safety channel. These productions range across the whole spectrum of public safety needs, and include matters for Police and 9-1-1 emergency dispatch. The program is seeking equipment that falls into four general categories: Classroom 3 Broadcast Package (\$10,000), Studio Equipment Upgrade Package (\$7,000), "A" Camera Upgrade Package (\$5,100), and General Equipment Upgrades (\$2,200).

The Classroom 3 package includes two new cameras and ancillary equipment that will allow liver coverage from an additional room (Classroom 3) at 2nd and Chambers. The studio upgrade package will allow dedicating cameras exclusively to use in the studio, rather than using a mix of field cameras in the studio, which results in inconsistent footage quality. With this upgrade, the studio will always be adequately equipped and ready for use. The "A" camera upgrade package proposes to provide equipment that will facilitate use of the camera package that was purchased last year with grant monies from this grant program. This package will benefit other channels, including Metro TV, as the equipment in that package can be borrowed for use by others.

Recommendation

Staff recommends distribution of the total amount of funds requested by the applicant as follows:

Eugene Springfield Fire Training	\$ 24,500
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A detailed list of the items approved is attached to this memo as Attachment 1. The total of the requested items as priced by the applicant totals \$24,379, but Staff recommends authorizing the full requested amount of \$24,500 to provide a buffer. If stock of the CanonXF105 Camera is no longer available, then Staff recommends authorizing purchase of two units of the Canon XA15 at \$1,799 each, as requested. Any funds not used will be rolled over to the next year.

Next Steps

If the MPC agrees with Staff's recommendation, a motion such as "I move to approve the Staff Recommendations for distribution of the 2019 PEG grants," would be appropriate.

If the MPC wishes to alter the amount of any award, a motion making those changes would be appropriate.

If the MPC approves an award, the next steps will be to purchase the equipment. Neil Moyer has established a string of qualified vendors, and may be able to obtain better pricing. LCOG will purchase the equipment with the grant funds and deliver the equipment to the applicant.

Attachments

1. Staff recommended awards
2. Fire training application
3. Revised Fire training application

Attachment 1

2019 Franchise Staff Grant Recommendation

The Staff recommends the following distribution of the available PEG funds to Eugene/Springfield Fire:

Classroom 3 Broadcast Package

Panasonic AW-HE40SK Camera x 2	\$6,450
Production Switcher	\$2,495
Converter	\$499
8 Port Gigabit Switch x 2	\$216
Splitter	\$ 51
Power strip	\$ 90
Equipment Rack	\$180
Rack Shelf	\$29

Studio Equipment Upgrade Package

Canon XF105 HD Camera x 2	\$3,400
Tripod Dolly kit	\$378
Color gel kit	\$ 97
LED light	\$1,200
Mount bracket	\$152
Softbox	\$275
Gold Mount Battery x 2	\$608
Battery charger	\$800
Control Rocker	\$ 76

"A" Camera Upgrade Package

24-105 mm Lens	\$1,099
Adapter	\$649
18-105 mm Lens	\$548
Monitor bundle	\$449
Monitor hood	\$ 20
Camera cage	\$650
Viewfinder	\$565
Wireless Mic	\$699
Memory Card 2-pack	\$150
Tripod Adapter	\$295

General Equipment Upgrades

Mic kit	\$629
Studio monitors	\$369
Widescreen monitor x 2	\$754
Internal NAS HDD x 2	\$507

TOTAL AMOUNT OF GRANTS \$24,379

Application Request for PEG Equipment Funds (2019)

The cable franchise agreement that Lane County, Springfield and Eugene have with Comcast provides for an annual payment from Comcast for PEG-related capital costs. Pursuant to past policy decisions by the Lane County Cable Commission, half of that amount goes directly to Metro TV and half of it is allocated to fund a grant program to distribute funds to jurisdictions in need of capital improvements for Public Access, Education or Government (PEG) programming. As an agency that has, or could have, a connection agreement to place material on one or more PEG cable television channels, you are eligible to compete for capital equipment funding.

There is approximately \$50,000 available for distribution, but the Cable Commission may choose not to award all of the funds. Applications must be received by Anne Davies by close of business on April 19, 2019. Materials may be submitted either 1) by e-mail to adavies@lcoq.org or 2) mailed to Anne Davies, LCOG, 859 Willamette St., Suite 500, Eugene, OR 97401. You may contact Ms. Davies with any questions via e-mail or phone at 541-682-4040.

Funds must be used for the purchase of capital equipment. A capital equipment purchase is defined as a non-reoccurring expenditure for the purpose of acquiring and installing equipment (durable goods) with a potential useful life of at least two years. Funds may not be used for operational or maintenance costs. Actual purchase of equipment authorized by the Cable Commission must occur within five (5) months of the Cable Commission action. Equipment purchased with the PEG funding under this process shall become the property of LCOG, as fiscal agent for the Cable Commission.

Please provide the following information:

1. Applicant Organization:

Eugene Springfield Fire Department

2. Applicant Contact Information:

Primary –

Manuel Velazquez – Video Technician

541-682-7136

Manuel.g.velazquez@ci.eugene.or.us

Backup-

Matt Ennis – Eugene Springfield Fire Training Chief 541-682-7131

Mennis@eugene-or.gov

3. The capital equipment you propose to purchase must be intended for and used to generate signals to be broadcast on one or more of the Comcast PEG channels, to expand the availability of the signals, or for related operational purposes. However, the use of the signals need not be restricted to the PEG channels. Does your organization have access to the Public or the Educational Channels on the Comcast system in Lane County?

Yes, our organization has access to a private scrambled channel (Comcast CH 998) that is broadcasted to all 16 fire stations in our response area.

4. What is the total amount of your request? (Round to the nearest \$100)

\$24,500

5. Describe the capital equipment your organization would like to purchase; include the following information for each type of equipment requested:

· Description of equipment, with estimated cost

Classroom 3 Broadcast Package

-Panasonic AW-HE40SK PTZ Camera (x2): \$3225 each

-Blackmagic ATEM Production Switcher: \$2495

-Datavideo DAC 70 Cross Converter: \$499

-8 Port Gigabit switch (x2): \$108 each

-VGA Splitter: \$51

Classroom 3 Broadcast Package cont.

-8 outlet rack mounted power strip: \$90

-22RU Equipment Rack: \$180

-Rack Shelf: \$29

- ✓ *Preferred date of purchase for each item*

May 2019

- ✓ *Funding requested (round to the nearest \$100)*

\$10,000

- ✓ *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package includes all the main components needed to record and broadcast from Classroom 3 in our Emergency Services Training Center. This building is located at 2nd and Chambers in Eugene. Currently, we can only broadcast/stream from Classroom 1 at this site. Most of our crew's Emergency Medical recertification training classes are held in Classroom 3. We wish to broadcast many of these classes to crews within their stations by closed circuit.

By doing this, we will keep our crews in their assigned service areas, and thus, closer to critical, time-dependent emergency calls. Another benefit of broadcasting classes to remote station sites is that this action will reduce the carbon footprint of engine exhaust production by our diesel engines.

- ✓ *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. The main function of our cable channel is to broadcast classes and trainings to crews in their respective stations. This package of equipment expands our capacity to do that.

- ✓ *Description of equipment, with estimated cost*

Studio Equipment Upgrade package

-Canon XF105 HD Camera (x2): \$1700 each

-Tripod Dolly kits (x2): \$189 each

-Color gel kit: \$97

Studio Equipment Upgrade package cont.

- Litepanels Astra LED Light: \$1200
- Litepanels Gold mount battery bracket: \$152
- Litepanels Softbox: \$275
- Anton Bauer Gold Mount Battery (x2): \$304 each
- Anton Bauer Battery Charger: \$800
- Varizoom Control Rocker: \$76

- *Preferred date of purchase for each item*

May 2019

- *Funding requested (round to the nearest \$100)*

\$7,000

- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package will update some components of the studio-which has seen an increase in use over the past year. The cameras will be dedicated studio cameras, as opposed to now where we use a mix of different field cameras for studio productions. This leads to inconsistent footage quality and adds extra setup/break down time. Having dedicated cameras there means that the studio is always ready to go. It also includes an extra LED light to help with shoots and adds more battery capacity. Our current Anton Bauer battery system is outdated and the charger does not work properly anymore. The batteries will also be used with the new camera upgrades that are listed below.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe*

Yes. The studio is where we broadcast live updates to the department as well as tape trainings and a variety of other productions for the channel. These items will allow us to shoot more programs in the studio.

- *Description of equipment, with estimated cost*

"A" camera upgrade package

- Canon EF 24-105mm Lens: \$1099
- Metabones adapter: \$649

“ A” camera upgrade package cont.

- Sony PZ 18-105mm lens: \$548
- SmallHD Sony monitor bundle: \$449
- SmallHD monitor hood: \$20
- Tilta camera cage for FS5: \$650
- Zacuto FS5 viewfinder: \$565
- Sennheiser Wireless Lav mic: \$699
- Lexar 128GB memory card 2-pack: \$150
- VCT Tripod adapter: \$295

- *Preferred date of purchase for each item*

May 2019

- *Funding requested (round to the nearest \$100)*

\$5,100

- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed package expands on the Sony FS5 camera that was purchased last year. These components will make the camera more robust and able to tackle more shooting situations, which will lead to a wider variety of programming on the channel. The lenses will allow for different configurations during different shoots. The monitor will replace our current monitor that does not function properly and will allow for better signal/image accuracy. The camera cage will convert the FS5 to a shoulder rig which will make drill field filming easier and steadier. The aforementioned Anton Bauer batteries will help power and balance the camera. The new viewfinder will make filming outdoors more efficient and accurate. Lastly the new microphone will replace one of our units that is no longer working.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. This camera serves as our “A” camera and is used to film a variety of programs. Being able to change and adapt to different shooting locations will improve quality and scope of work.

- ✓ *Description of equipment, with estimated cost*

General Equipment upgrades

-Shure SM7B microphone kit: \$629

-Rokit 5" Studio monitors: \$369

-ASUS 27" widescreen monitor (x2): \$377 each

-WD 6TB Internal NAS HDD (x3): \$169 each

- ✓ *Preferred date of purchase for each item*

May 2019

- ✓ *Funding requested (round to the nearest \$100)*

\$2,200

- ✓ *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This equipment package will upgrade some components of the editing suite within our studio. A new microphone will improve the quality of voiceovers and the audio monitors will replace our current units that are not working properly. The new monitors will help with video and photo editing. The extra hard drives will expand our current NAS system's storage capacity. Allowing for more programs to be created and archived.

- ✓ *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. There has been an increase in voiceover work for trainings and classes, almost all of our videos require some sort of voiceover. The monitors and hard drives will help streamline post production workflows.

6. If your application includes a request for more than one type of equipment, please assign a priority to each request (#1 being the highest priority) to assist MPC members in partial awards should total requests exceed the funding available.

- 1- Class 3 Broadcast package**
- 2- "A" Camera upgrade package**
- 3- Studio equipment package**
- 4- General upgrade package**

7. Subject to use for PEG purposes by the applicant, the capital equipment must be available for other PEG users to the extent practical. Would this be an issue for your organization? If yes – please briefly describe why.

No. If any other PEG users would like to use the equipment they can do so. The only limitation is that most of it will be permanently be installed at 2nd & Chambers, so they would have to travel there for access.

8. If approved by the Cable Commission, how will the equipment be preserved and protected, and what methods will your organization use to insure that the use of the equipment will be responsible, safe, and legal?

If approved, the equipment will live at the TV studio located at 2nd & Chambers. The studio is locked all day and can only be accessed by designated users who have key cards (not everyone's prox card opens it). Furthermore the entire building is locked and can only be accessed by key card. The use of the equipment will be supervised by myself; Manuel Velazquez. I am in charge of all operations in the TV studio and its equipment.

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viewer benefit of the proposed capital expenditure. (*The method of demonstrating broader benefit is up to the applicant, but objective demonstrations will be scored higher than subjective demonstrations.*)

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Application Request for PEG Equipment Funds (2019)

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There is approximately \$50,000 available for distribution, but the Cable Commission may choose not to award all of the funds. Applications must be received by Anne Davies by close of business on April 19, 2019. Materials may be submitted either 1) by e-mail to adavies@lcoq.org or 2) mailed to Anne Davies, LCOG, 859 Willamette St., Suite 500, Eugene, OR 97401. You may contact Ms. Davies with any questions via e-mail or phone at 541-682-4040.

Funds must be used for the purchase of capital equipment. A capital equipment purchase is defined as a non-reoccurring expenditure for the purpose of acquiring and installing equipment (durable goods) with a potential useful life of at least two years. Funds may not be used for operational or maintenance costs. Actual purchase of equipment authorized by the Cable Commission must occur within five (5) months of the Cable Commission action. Equipment purchased with the PEG funding under this process shall become the property of LCOG, as fiscal agent for the Cable Commission.

Please provide the following information:

1. Applicant Organization:
Eugene Springfield Fire

2. Applicant Contact Information:
Manuel Velazquez – Video Technician 541-682-7136
Manuel.g.velazquez@ci.eugene.or.us

Backup- Matt Ennis – Eugene Springfield Fire Training Chief
541-682-7131 Mennis@eugene-or.gov

3. The capital equipment you propose to purchase must be intended for and used to generate signals to be broadcast on one or more of the Comcast PEG channels, to expand the availability of the signals, or for related operational purposes. However, the use of the signals need not be restricted to the PEG channels. Does your organization have access to the Public or the Educational Channels on the Comcast system in Lane County?

Yes, our organization has access to a private scrambled channel (Comcast CH 998) that is broadcasted to all 16 fire stations in the area.

4. What is the total amount of your request? (Round to the nearest \$100)

\$24,500

5. Describe the capital equipment your organization would like to purchase; include the following information for each type of equipment requested:

- *Description of equipment, with estimated cost*
Classroom 3 Broadcast Package

-Panasonic AW-HE40SK PTZ Camera (x2): \$3225 each

-Blackmagic ATEM Production Switcher: \$2495

-Datavideo DAC 70 Cross Converter: \$499

-8 Port Gigabit switch (x2): \$108 each

-VGA Splitter: \$51

-8 outlet rack mounted power strip: \$90

-22RU Equipment Rack: \$180

-Rack Shelf: \$29

- *Preferred date of purchase for each item*
May 2019

- *Funding requested (round to the nearest \$100)*
\$10,000
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This proposed equipment package includes all the main components needed to record and broadcast from Classroom 3 in our Emergency Services Training Center. This building is located at 2nd and Chambers in Eugene. Currently, we can only broadcast/stream from Classroom 1 at this site. Most of our crew's Emergency Medical recertification training classes are held in Classroom 3. We wish to broadcast many of these classes to crews within their stations by closed circuit.

By doing this, we will keep our crews in their assigned service areas, and thus, closer to critical, time-dependent emergency calls. Another benefit of broadcasting classes to remote station sites is that this action will reduce the carbon footprint of engine exhaust production by our diesel engines.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*
Yes. The main function of our cable channel is to broadcast classes and trainings to crews in their respective stations. This package of equipment expands our capacity to do that.
- *Description of equipment, with estimated cost*
Studio Equipment Upgrade package
 - Canon XF105 HD Camera (x2): \$1700 each
 - Tripod Dolly kits (x2): \$189 each
 - Color gel kit: \$97
 - Litepanels Astra LED Light: \$1200
 - Litepanels Gold mount battery bracket: \$152
 - Litepanels Softbox: \$275
 - Anton Bauer Gold Mount Battery (x2): \$304 each
 - Anton Bauer Battery Charger: \$800
 - Varizoom Control Rocker: \$76
- *Preferred date of purchase for each item*
May 2019

- *Funding requested (round to the nearest \$100)*
\$7,000
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This package will update some components of the studio-which has seen an increase in use over the past year. The cameras will be dedicated studio cameras, as opposed to now where we use a mix of different field cameras for studio productions. This leads to inconsistent footage quality and adds extra setup/break down time. Having dedicated cameras there means that the studio is always ready to go. It also includes an extra LED light to help with shoots and adds more battery capacity. Our current Anton Bauer battery system is outdated and the charger does not work properly anymore. The batteries will also be used with the new camera upgrades that are listed below.

****As of May 2019 the CanonXF105 Camera is in stock, but discontinued. If stock runs out by June 2019, when PEG funds are set to be distributed, then they will be replaced by the Canon XA15. 2 units at \$1799 each.****

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe*

Yes. The studio is where we broadcast live updates to the department as well as tape trainings and a variety of other productions for the channel. These items will allow us to shoot more programs in the studio.

- *Description of equipment, with estimated cost*
“A” camera upgrade package

**-Canon EF 24-105mm Lens: \$1099
 -Metabones adapter: \$649
 -Sony PZ 18-105mm lens: \$548
 -SmallHD Sony monitor bundle: \$449
 -SmallHD monitor hood: \$20
 -Tilta camera cage for FS5: \$650
 -Zacuto FS5 viewfinder: \$565
 -Sennheiser Wireless Lav mic: \$699
 -Lexar 128GB memory card 2-pack: \$150**

-VCT Tripod adapter: \$295

- *Preferred date of purchase for each item*
May 2019
- *Funding requested (round to the nearest \$100)*
\$5,100
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*
 - *Improve opportunities for programming on PEG channels*
 - *Expand the diversity of programming on PEG channels*

This package expands on the Sony FS5 camera that was purchased last year. These components will make the camera more robust and able to tackle more shooting situations, which will lead to a wider variety of programming on the channel. The lenses will allow for different configurations during different shoots. The monitor will replace our current monitor that does not function properly and will allow for better signal/image accuracy. The camera cage will convert the FS5 to a shoulder rig which will make drill field filming easier and more steady. The aforementioned Anton Bauer batteries will help power and balance the camera. The new viewfinder will make filming outdoors more efficient and accurate. Lastly the new microphone will replace one of our units that is no longer working.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. This camera serves as our “A” camera and is used to film a variety of programs. Being able to change and adapt to different shooting locations will improve quality and scope of work.

- *Description of equipment, with estimated cost*
General Equipment upgrades

-Shure SM7B microphone kit: \$629

-Rokit 5” Studio monitors: \$369

-ASUS 27” widescreen monitor (x2): \$377 each

-WD 6TB Internal NAS HDD (x3): \$169 each

- *Preferred date of purchase for each item*
May 2019
- *Funding requested (round to the nearest \$100)*
\$2,200
- *Describe how your equipment need benefits the PEG channel viewer:*
 - *Improve the quality of reliability of signals*

- *Improve opportunities for programming on PEG channels*
- *Expand the diversity of programming on PEG channels*

This equipment package will upgrade some components of the editing suite. A new microphone will improve the quality of voiceovers and the audio monitors will replace our current units that are not working properly. The new monitors will help with video and photo editing. The extra hard drives will expand our current NAS system's storage capacity. Allowing for more programs to be created and archived.

- *Is the equipment critical to the initial or continued input of signals to the PEG system? Briefly describe.*

Yes. There has been an increase in voiceover work for trainings and classes, almost all of our videos require some sort of voiceover. The monitors and hard drives will help streamline post production workflows.

6. If your application includes a request for more than one type of equipment, please assign a priority to each request (#1 being the highest priority) to assist MPC members in partial awards should total requests exceed the funding available.

- 1- **Class 3 Broadcast package**
- 2- **“A” Camera upgrade package**
- 3- **Studio equipment package**
- 4- **General upgrade package**

7. Subject to use for PEG purposes by the applicant, the capital equipment must be available for other PEG users to the extent practical. Would this be an issue for your organization? If yes – please briefly describe why.

No. If any other PEG users would like to use the equipment they can do so. The only limitation is that most of it will be permanently be installed at 2nd & Chambers, so they would have to travel there for access.

8. If approved by the Cable Commission, how will the equipment be preserved and protected, and what methods will your organization use to insure that the use of the equipment will be responsible, safe, and legal?

If approved, the equipment will live at the TV studio located at 2nd & Chambers. The studio is locked all day and can only be accessed by designated users who have key cards (not everyone's prox card opens it). Furthermore the entire building is locked and can only be accessed by key card. The use of the equipment will be supervised by myself-

Manuel Velazquez. I am in charge of all operations in the TV studio and its equipment.

9. If approved by the Cable Commission, what is the shelf life of the equipment and how does the organization intend to plan for the funding of future equipment replacement? *(Applications demonstrating a capacity to fund replacement internally will score higher.)*

I estimate that the equipment requested should have a shelf-life of about 5 – 10 years. Major shifts in video broadcasting technologies could affect shelf-life projections. Future replacement of this equipment would be funded through the department. Future purchases due to technology shifts will be made through grants or other funding.

10. Describe the impact to your organization if funds are not allocated for your request through this process.

We evaluate our equipment replacement needs and purchase a couple of small pieces each year. With current budget restrictions this isn't always possible though. The PEG funds will be able to update, replace and in some cases, introduce new equipment. This year we are focusing on adding more programming with Classroom 3 being broadcast ready and using the funds to streamline workflows in the studio and editing suite. Since our whole operation is essentially a "one man band" it's important to have the necessary equipment to make that work.

11. Applications that can show that the proposed capital expenditure will provide a benefit to a larger number of viewers will be scored higher than other applications that benefit a smaller number of viewers. Briefly describe the viewer benefit of the proposed capital expenditure. *(The method of demonstrating broader benefit is up to the applicant, but objective demonstrations will be scored higher than subjective demonstrations.)*

If our organization were awarded with these funds the results would greatly benefit our viewers. Over the past year we have seen an increase in demand for live shows, podcasts, and various other programs for our channel. This new equipment will make sure that we are prepared to meet all our department's needs for years to come. The camera and studio upgrades will not only significantly upgrade the quality of productions, but will also open up more opportunities for more diverse programming. Being able to broadcast from Classroom 3 will also save a tremendous amount of time and fuel whenever we have department wide training sessions. With our department's social media presence growing, upgrades to our equipment will mean that we can

keep up with the times. Outreach and education are important right now, and our department wants to utilize video now more than ever for these purposes. The funds would ultimately streamline many workflows here in the field/studio which in turn will yield a better product for the viewers.