

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 5:30 p.m., on the 13th day of February, 2018, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Dan Unger, Raj Rajagopal, Greg Insko,

Mr. Unger introduced the following resolution and moved its adoption:

RESOLUTION NO.: 15 -18

**RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE AGREEMENT
WITH COMMUNITY PROGRAMMING BOARD REGIONAL COUNCIL OF
GOVERNMENTS**

WHEREAS, the Board of Trustees ("Board") has determined there exists a need to cablecast/webcast certain Colerain Township meetings including but not limited to Trustee meetings, Zoning meetings, Public Hearings, and Special Meetings, etc.; and

WHEREAS, the Board has received a proposal from the Community Programming Board Regional Council of Governments ("CPB") in which Waycross Community Media ("Waycross") will perform such cablecast/webcasting services as more fully set forth on the Memorandum of Understanding which is attached hereto as Exhibit A; and

WHEREAS, the Board is desirous of executing the Memorandum of Understanding with Waycross to perform such services for the period from March 1, 2018 to February 28, 2019;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The Board hereby authorizes the Administrator to execute the Memorandum of Understanding with Waycross to perform cablecast/webcast services which is attached hereto as Exhibit A.
2. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.
3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr. Insco seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Unger aye, Mr. Rajagopal aye, Mr. Insco Aye.

ADOPTED this 13th day of February, 2018.

BOARD OF TRUSTEES:

[Signature]
Dan Unger, Trustee

[Signature]
Raj Rajagopal, Trustee

[Signature]
Greg Insco, Trustee

ATTEST:

[Signature]
Heather E. Harlow,
Fiscal Officer

Resolution prepared by and approved as to form:

[Signature]
Lawrence E. Barbieri (0027106)
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this 13th day of February, 2018.

[Signature]
Heather E. Harlow,
Colerain Township Fiscal Officer

Memorandum of Understanding

This memorandum of understanding between the Community Programming Board Regional Council of Governments (CPB) and Colerain Township describes the services to be provided by Waycross Community Media (Waycross) to Colerain Township for the period March 1, 2018 to February 28, 2019.

During the term of this agreement, Waycross will:

-Produce and cablecast/webcast each Trustee meeting –

- Waycross staff/volunteers will cablecast/webcast each regular Trustee meeting LIVE on Spectrum Channel 8 or 4* and Cincinnati Bell Fioptics Channel 853 or 854* using a multiple camera setup, then re-play them on Spectrum Channel 8* and Cincinnati Bell Fioptics Cable channel 853* three times per week during different dayparts until the next meeting.
- Coverage is gavel to gavel, no editing. An identification graphic with the date of the meeting and township web address will appear on the program at all times.
- Meetings will be posted online at www.waycross.tv/ctvod.html within 24 hours. This is the direct link to our Colerain Township Video on Demand page for posting on the Townships website.

Produce and cablecast/webcast Zoning meetings and Public Hearings

- Waycross staff/volunteers will record each Zoning Commission and Board of Zoning Appeals meetings, as well as Public Hearings, then re-play them on Spectrum Channel 8* and Cincinnati Bell Fioptics Cable channel 853* three times per week during different dayparts until the next meeting.
- Coverage is gavel to gavel, no editing. An identification graphic with the date of the meeting and township web address will appear on the program at all times.
- Meetings will be posted online at www.waycross.tv/ctvod.html within 24 hours.

Produce and cablecast/webcast special events as requested by the township.

We will also pro-actively schedule coverage of important Township events.

Produce and cablecast/webcast a quarterly program – “Talking With Colerain Township”.

This program can take the form best suited for your needs – call-in talk show in the studio, a program produced in the field highlighting different Township department activities, or a combination.

Produce and cablecast/webcast programming featuring the State Representatives and Senators serving the Township, as well as the federal congressional representative.

The opportunity for these programs are offered to the elected officials. Production is dependent on their schedules/availability.

Produce and cablecast/webcast Election Forums

Waycross will produce election forums for the local races and issues in Colerain Township. These are question and answer style forums, with all candidates invited. Each candidate is given the opportunity to answer every question. These are shown LIVE, with some questions taken by callers. For issues, proponents and registered opponents are invited to discuss the levy or issue at hand. (While the opportunity for these programs are offered to the elected officials and issue representatives, production is dependent on their availability/desire to participate.)

Distribute Colerain Township Government Programming

- Waycross will provide an online Video on Demand page dedicated to Colerain Township government programming, and provide the link/code so township videos can be viewed directly on the townships website.
- Waycross will program Colerain Township Government programming on Spectrum Cable Channel 8* and Cincinnati Bell Fioptics Cable channel 853*, a shared cable channel dedicated to government programming in our communities.

Display Community Messages

Between programming on each cable channel, we will provide a community message board for text based notices and information.

Provide DVD Copies of Programs

Waycross will provide a DVD or digital copy of each trustee, Zoning, and BZA meeting, as well as each township event as requested by the township administration.

Cable Channels*

In addition to the Government Channels listed above, Waycross will manage and program the following shared channels in the township:

- >Education Channel – Time Warner Channel 4*, Cincinnati Bell Fioptics Channel 854*
- >Community Channel - Time Warner Channel 979*, Cincinnati Bell Fioptics Channel 850*

NOTE: The cost of services provided to Township educational institutions is not included. Public Access users will be subject to current user fees.

Programming

For the purposes of ORC 1332.30(A)(1)(a) and (B)(2), "non-repeat and locally produced" shall mean the first run (twelve playbacks) of programming produced or provided by any local resident, the CPB or its affiliates, local governments, schools, or any local public or private agency that provides services to residents of the greater Cincinnati metro area, or any transmission of a meeting or proceeding of any local, state, or federal governmental entity.

**Channel numbers are determined by the cable companies and are subject to change.*

GM 2.14.18

Services Cost:


CB annual

The fee is \$55,000, payable quarterly due on March 30, June 30, September 30, December 31.

Additionally, the Township will provide a one time installation fee of \$1500, payable March 30, 2018, to be used for costs associated with installation of the video production system in the Trustees' Chamber.



Chip Bergquist, Executive Director
Waycross Community Media
chip@waycross.org, 513-825-2429



Geoff Milz, Township Administrator
Colerain Township

Date: 2 / 15 / 18

2.14.18