

**CABLE TELEVISION COMMISSION**  
**October 22, 2014**  
**City Hall, 2<sup>nd</sup> Floor Lower Level**  
**7:00 PM**

**Committee Members in Attendance:**

Mr. Tom Davis, Commission Chairman  
Ms. Tricia Homer, Commission Member  
Jim Sauer, Commission Member  
Ms. Janice Hopkins, Commission Member  
Mr. Norman Bernache, Commission Member

Attendees:

Ms. Suellen Ferguson, City Attorney  
Ms. Denise Palmer, Contract Secretary  
Mr. Bill Gardiner, Assistant City Manager

**1. Introduction of newly appointed CTVC member, Mr. Norman Bernache**

Chairman Davis called the meeting to order at 7:00 p.m. and introduced newly appointed member, Mr. Norman Bernache, to the commission members.

**2. Adopt minutes from July 31, 2014 Meeting**

Chairman Davis inquired if anyone had corrections to the minutes from July 31, 2014. A correction was noted and Chairman Davis asked for a motion to accept the minutes. Mr. Sauer made a motion to accept the minutes as corrected and Ms. Hopkins seconded the motion. The motion was unanimous.

**3. Update by City Attorney – renewal of franchise with Comcast/Time Warner Merger**

Attorney Ferguson updated the commission members on the ongoing negotiations concerning the Franchise Agreement. She reported that she is on the negotiating team and the number of people on that team has been reduced. The informal negotiations continue with the team and Comcast/Time Warner. There is an all-day meeting scheduled for Friday, October 23, 2014 on the PEG issues. Attorney Ferguson expressed concern that if no progress is made at that meeting, the possibility of getting a good deal is slight. Comcast/Time Warner has been very non-responsive to date. Additional negotiations focus on whether the PEG fees can be used for capital costs. Chairman Davis requested that Attorney Ferguson follow up with the Commission with a quick note on the outcome of that meeting.

**4. Possible Update from Comcast or Verizon**

**a. Review Monthly/Quarterly Reports**

The Commission reviewed reports from Comcast and Verizon. Mr. Davis called attention specifically to the “call time” on the report and noted that the “hold time” was slightly reduced.

**5. Review any Customer Complaints**

Ms. Hopkins reported there was one customer complaint and it appears that the issue was resolved in a timely manner.

Ms. Homer inquired as to how the “drop” issue was resolved once a subscriber cancels their cable service. Mr. Gardiner responded that the subscriber has to place a call to the cable company and report that their service has been terminated. However, there has not been any change; the cable companies do not remove the cable wiring on a regular basis.

**6. Schedule Next Meeting**

**(Possible dates for next meeting – January 8<sup>th</sup>, 15<sup>th</sup> or 22<sup>nd</sup>)**

Rather than schedule the next meeting at this time, Chairman Davis suggested having the next meeting during the first ten days in December until we hear updates from Attorney Ferguson.

**7. Other business or announcements**

There were no announcements.

Ms. Homer made a motion to adjourn the meeting. Mr. Sauer seconded the motion and it was unanimous. The meeting adjourned at 7:45 p.m.

On Friday, October 24, 2014, prior to submitting the draft minutes from this meeting, I received a call from Janet McCaslin from the Clerk’s office indicating that a date had been reached for the next meeting. The Commission was being notified that Wednesday, December 3, 2014 is the next meeting date when both cable representatives would be in attendance. The meeting is to be held at City Hall.

Minutes recorded by Denise M. Palmer, Contract Secretary