



AGENDA
COMMUNICATIONS COMMISSION
Regular Meeting

November 2, 2016

Meridian Township Municipal Building
5151 Marsh Road, Okemos, MI
Administrative Conference Room

- A. Call Meeting to Order at
- B. Public Remarks
- C. Approval of Agenda
- D. Approval of Minutes - August 3, 2016
- E. Communications/Announcements
 - 1. HOMTV Internship Program 35th Anniversary Presentation by Brandie Yates, Internship Coordinator
- F. Old Business
 - 1. DAS Update
 - 2. Comcast Financial Audit
- G. New Business
 - 1. 2017 Communications Commission Schedule
- H. Reports
 - 1. Complaints/Compliments: Deborah Guthrie
 - 2. Video Service Provider(s):
 - 3. Communications Director Report: Deborah Guthrie
 - a. 175th Anniversary Sponsorship form
 - b. Meridian Cares
 - c. Branding & Website Update
 - 4. Chair's Report: Walter Benenson
 - 5. Township Information: Ron Styka
 - 6. Programming: Deborah Guthrie
 - a. Ballot Meridian Open Line Debates
 - b. Ballot Meridian General Election Coverage
 - 7. Viewership/Promotions: Deborah Guthrie
 - Press Releases
 - 8. Finance: Deborah Guthrie
- I. Other Business & Announcements
 - 1. Recognition Ceremony
 - 2. Culver's Fundraiser in November & December
- J. Public Remarks
- K. Adjournment

Individuals with disabilities requiring auxiliary aids or services should contact Meridian Township by writing or calling the following: Frank Walsh, Township Manager, 5151 Marsh Road, Okemos, MI 48864-1198 (517-349-1200, Ext. 308). Ten days' notice required.

Communications Commission Regular Meeting Minutes

Administrative Conference Room
Meridian Municipal Building, Okemos, MI

DRAFT

August 3, 2016

Present:

Commissioners:	Chair, Walter Benenson; Vice Chair, Patrick Crowley; Commissioner, Tunga Kiyak;
Staff:	Deborah Guthrie, Communications Director, Andrea Smiley, Administrative Assistant
Township:	Trustee, Ron Styka
Counsel:	Mike Watza, Principle for Kitch Law Firm
Comcast:	John Gardner, Regional Director of External Affairs
AT&T:	None
Haslett Schools:	None
Okemos Schools:	None

Call Meeting to Order: Chair, Benenson called the meeting to order at **6:02 pm**.

Public Remarks:

Introduction provided by Kevin Thatcher. Mr. Thatcher applied to the vacant Commissioner position. He runs an IT business and was referred to the commission by Trustee Styka.

Approval of Agenda:

Vice Chair Crowley moved **TO APPROVE**, Seconded by Commissioner Kiyak.
Voice vote: Motion carried unanimously.

Approval of Minutes:

Commissioner Kiyak moved **TO APPROVE THE MINUTES OF April 6, 2016**.
Seconded by Vice Chair Crowley
Voice vote: Motion carried unanimously.

Communications/Announcements:

1. MPSC Letter
Director Guthrie provided information about the MPSC office assisting with cable customer service complaints and answering questions for local municipalities.
2. Application for open position on Communications Commission
Commissioner Kiyak moved **TO APPROVE THE NEW COMMISSIONER APPOINTMENT OF KEVIN THATCHER**. Seconded by Vice Chair Crowley
Voice vote: Motion carried unanimously

Director Guthrie will write a memo to the Township Board for the next meeting to have the new Commissioner sworn in and sent packet.

Commissioners discussed having an alternate Commissioner. Vice Chair Crowley made a motion **TO APPROVE ONE ALTERNATE COMMISSIONER**. Seconded by Commissioner Kiyak
Voice vote: Motion carried unanimously

3. MSU Safe Place Sponsorship – Thank you
Director Guthrie discussed HOMTV's media sponsorship for the MSU Safe Place event. She also recommended that the original fee structure be revisited for services performed for outside (of the Township) companies. Director Guthrie also commented on how people continually contact her looking for interns to do work outside of HOMTV. For example, she received a call from Teri Banas for an intern to create a PSA. That intern received state wide recognition. The same intern had also created a voting PSA for the Township Clerk's Office.
4. Meridian Township Asset Brochure & Meridian Monitor Request
Director Guthrie discussed various requests that the Communications Department receives for Meridian Township brochures and print materials. Also, how the department will continue to create the print materials for the Township. She also explained that the look would change a little with the new brand and logo.

Old Business

1. ACD.net Discussion with Kevin Schoen, CEO and Doreen Murphy, Senior Project Manager – Midwest Region
Mr. Schoen provided a background on the company and the DAS systems. DAS systems provide cellular service in various communities around high traffic corridors; 15 in East Lansing, 20 around and in downtown Lansing and also in Grand Rapids, Flint and Bloomfield.

Vice Chair Crowley began the discussion asking about whether 'dummy' poles could be created in order to provide consistency and create a uniform look with the other poles.

Director Guthrie explained that the Township Board is asking for the Commissioners to make a recommendation to the Board on a DAS strategy.

Commissioner Kiyak asked the question whether the location selection was based on providing the maximum amount of coverage. Questions were also asked about the height of the poles, how far apart the poles would be, how many in a row and are there Township ordinances on the quantity? Mr. Schoen commented that ACD.net is only trying to place the towers in high density areas. He also commented that 30' towers are a good height for optimal reception.

Director Guthrie suggested having a meeting with a Communications Commissioner, a member of the Engineering and Planning staff and the lawyer to determine how these DAS towers will fit in with the Township Master Plan in order to make a recommendation to the Township Board.

Doreen Murphy asked for clarification about the formation of a committee and meeting with the planning department. Director Guthrie stated that it would be beneficial for both parties to form a committee to work with the Planning and Engineering departments in order to tie into the Master Plan so there are no conflicts with the design and placement.

Trustee Styka commented that the Township Board had concerns and therefore is looking to the Communications Commission to vet first and develop a strategy that would lead to policies and ordinances to create consistency. He also commented that the main areas the Township was working to develop are the Downtown Okemos area, Haslett Village Square, and the Carriage Hills area.

Commissioner Kiyak made a motion **TO RECOMMEND THAT THE COMMISSION RECOMMEND TO MOVE FORWARD** based on the following criteria:

- The DAS towers are friendly to businesses
- Increase in fiber optics in the area
- Potential to help with Township wide Wi-Fi plans
- The DAS towers are commonly used technology, not controversial

Seconded by Vice Chair Crowley

Vice Chair Crowley commented on the motion stating that he is fine with the poles and boosting cell coverage, but the towers have to be scalable without looking terrible. Meaning, they have to look nice and remain looking nice. Also, how many is too many? He believes that the look and the quantity have to be left up to the Planning Commission and the Engineering Department.

Mike Watza commented that anything in the Rights of Way is the Township's property. The Township can demand a franchise or licensing agreement or wave it. The Township has the right to dictate what DAS Tower Companies need to provide if using the Rights of Way.

Vice Chair Crowley asked Principle Watza if there are franchise agreements out there that are similar to this situation. He stated that the Commission wants this type of investment in the community.

Commissioner Kiyak made a motion that **THE COMMISSION AGREES TO MOVE FORWARD WITH A LICENSING AGREEMENT THAT SUPPORTS FIBER FOR BUSINESSES AND RESIDENTS, EXPANSION PAST THE MALL AREA, CONSIDERATION OF MUNICIPAL WI-FI AND FIBER FOR NEW CENTRAL FIRE STATION COMMAND CENTER. ALSO, THE POLES WILL BE NO CLOSER THAN 500 FT, OPEN TO COMPETITORS, STRONGLY ENCOURAGE CO-LOCATORS FROM COMPETITION, AND AT A COMMERCIALY FEASIBLE RATE.**

Seconded by Vice Chair Crowley

Voice Vote: Motion carried unanimously

The next step is for Director Guthrie to set up a work committee meeting to work out the logistics of a licensing agreement in order to make a recommendation to the Township Board by the September Board meeting.

Reports

1. Complaints

Director Guthrie commented that she was concerned with the amount of cable complaints received concerning PEG channels being in black. John Gardner responded that many of the complaints are easy fixes. He recommended that the first question asked to the resident/customer is "did you call Comcast?" Director Guthrie also noted that some of the issues were on the fault of HOMTV.

Director Guthrie stated that she would write a Thank you letter to the technicians that have gone above and beyond to help out with HOMTV's signal issues.

2. Video Service Provider

John Gardner discussed the new line up for Comcast, resulting in more channels being available in the lower tier of programming.

John Gardner explained that there was an expansion of the Internet Essentials program. The expansion allows for all residents of Hud Housing eligible for Internet Essentials

whether they have children at home or not. Anyone receiving housing assistance are now eligible.

3. Directors Report – Director Guthrie
 - Branding Campaign – M3Group has designed many seals and logos for the Development Committee to look over. The website project has been on hold until the logos are finalized.
 - Primary Election Coverage Update
Congratulations given to Trustee Ron Styka for winning the Primary for the Supervisor Race.
Vice Chair Crowley offered to volunteer to help with whatever is needed during election coverage.

Vice Chair Crowley moved **TO ADJOURN THE MEETING**. Seconded by Chair Benenson.

Hearing no objections, Chair Benenson **ADJOURNED THE MEETING AT 7:44 pm**.

NEXT MEETING:

The next scheduled meeting is October 5, 2016 in the Administrative Conference Room.

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

COMMUNICATIONS

ASSOCIATE MEMBER HIGHLIGHT: HOMTV'S INTERNSHIP PROGRAM CELEBRATES 35 YEARS!

ASSOCIATE MEMBERS, OCTOBER 2016

OCTOBER 18, 2016

MAB STAFF

LEAVE A COMMENT



By: Brandie Yates

HOMTV Internship Coordinator and 2007 HOMTV Alum

They say everything gets better with age and the **HOMTV Internship Program** is no exception. In 1981, interns began working at the station making 2016 the 35th year of the program. HOMTV's Internship Program is like no other, providing hands-on training and experience to those wishing to begin their careers in the television and communications industry. Since the first HOMTV intern, approximately 1,000 interns have successfully completed the Internship Program and over 500 have moved on to work in the field of journalism, television production, film production and the communications industry both nationally and internationally, creating a strong HOMTV Alumni Network.

"HOMTV was the first real step in my broadcasting career, the internship not only gave me the basic tools to shoot, write, edit and present, it also helped me develop my style as a broadcaster and gave me great friends and an incredible network along the way. Without HOMTV I don't think I would've made it to Vegas so early in my career," said 2014 HOMTV Alum Miguel Martinez-Valle, Reporter and MMJ for FOX5 Local Las Vegas KVVU-TV.

"At HOMTV I learned many of the behind the scenes and on-camera skills that helped launch me as a producer for national television shows and film," said 1994 HOMTV Alum Jennifer Hutchins, Segment Producer at CBS / Dr. Phil Show and Co-Founder at Indie Film Seminars.

"As a graduate of one of the top 5 universities in the country for communications, it would be understandable to point to my degree from Michigan State University as a contributor for my professional successes. Although MSU certainly did its part to prepare me for a career in communications, I actually owe more to the internship program at HOMTV. Not only did I receive "real-world" training, I also made connections that to this day have served me as I've advanced in my career. In the nearly 30 years since my graduation from MSU, I have never come across another program that so thoroughly prepares individuals for the workforce in broadcast, journalism, public relations and marketing," said 1986 HOMTV Alum Amy (Guild) McGraw, Vice President of Marketing at Tropical Financial Credit Union.



Each year interns continue to be a valuable asset to the Meridian Township community, volunteering around 14,000 hours serving as production crew and on-air talent for nearly 90 official Township meetings and over 600 HOMTV programs, as well as producing more than 1,000 stories and PSA's.

This year, HOMTV is celebrating this significant milestone and looks forward to continuing the HOMTV Internship Program as an established and exemplary hands-on training program to retain and foster talent for the professional television and communications industry.



In Memoriam

Founding President

Raymond B. Bauer, MD

Board Of Directors

Chairman

Edwin B. George, MD, PhD

President

Peter A. LeWitt, MD

Secretary

Richard Merson, PhD, CCC-SLP

Treasurer

Lawrence Millman, CPA

Jeffrey Appel, Esq

Tyrone Baharozian, Esq

David J. Bartczak

Carole Briggs, RN

Paul A. Cullis, MD

David Floore

Linda Grap

Suzanne Holguin, RN

Nancy Knitter

Jeff Laethem

Maxine Meach

Nanette Michaels

Merry O'Connell, RN

Robert Richard, PhD

Ronald Slyter

Brian True

Professional Advisory Board

Paul A. Cullis, MD

Chairman

Stuart Blatt, PhD, PT

Patrik Brundin, MD, PhD

Kelvin L. Chou, MD

Timothy Collier, PhD

Brian Cooper, OTR

Doree-Ann Espiritu, MD

Karen Freshwater, PA-C

Edwin B. George, MD, PhD

John L. Goudreau, DO, PhD

Shana Krstevska, MD

Peter A. LeWitt, MD

Richard Merson, PhD, CCC-SLP

Parag Patil, MD, PhD

Barbara Pickut, MD, MPH

Jason Schwalb, MD

Ashok Sriram, MD

Danette Taylor, DO

Denise Van Etten, RN

Laura Zeitlin, LMSW

Founding Chairman

Thomas A. Cracchiolo

Past Chairmen

John A. Boll

Leonard S. Borman

Kathleen H. Damian, Esq

Jay M. Gorell, MD

Frederic L. Marblestone

Kenneth G. Meade

Lee R. Miskowski

Ronald A. Sollish, Esq

Chief Executive Officer

Deborah M. Orloff,

RN, BSN, MPH

October 24, 2016

Brandie Yates

HOM TV AND CAM TV

5151 Marsh

Okemos, MI 48864

Dear Brandie,

ON BEHALF OF THE MICHIGAN PARKINSON FOUNDATION (MPF), we thank you for supporting the 7th^h Annual "**I Gave My Sole for Parkinson's**" Walkathon & 5K Run as a **MEDIA Sponsor**. *We are so grateful for your support and the media exposure to help raise awareness about the Walkathon.* This event, held on Saturday, October 8, attracted over 350 participants, raising over \$32,000, and donations are still coming in! Our Walk-a-thons and 5K Runs continue to generate a powerful sense of camaraderie for participants. It was a beautiful fall day which contributed to a spectacular day for everyone and the 5K Runners loved the cooler temperatures!

The funds raised will help to insure MPF's ability to conduct programs developed to address the critical needs of people who have Parkinson's, their families and health professionals who treat them, within the State of Michigan. There are now 60 affiliated support groups in Michigan. We conduct educational programs, provide information and referral to neurologists and local resources, and have medication and day care financial assistance programs. MPF serves as a place to go for those needing help with Parkinson's. Our motto is: EVERY PERSON WITH PD WILL HAVE COMPASSIONATE, COMPETENT CARE AND SUPPORT.

As you know, Parkinson's disease is a chronic, degenerative neurological movement disorder which gradually robs people of their independence. Treatment is complicated, requiring a delicate balancing of medication and other therapies. Progression of the disease is slow and takes its toll on the person with PD and the entire family. Although there is no cure, help and support is available through the programs provided by Michigan Parkinson Foundation.

It is through your support of the "I Gave My Sole for Parkinson's Walk-a-Thon and 5K Run" as well as individual fundraising efforts that MPF can continue to provide these valuable programs and services. These times are particularly challenging and individual and company support, such as what you have offered, is invaluable.

Please visit our website at www.parkinsonsmi.org to view photos (which we hope to have posted by the end of October) and more information about this events as well as other information concerning Parkinson's disease.

Again, thank you for your continued support and we look forward to seeing you in 2017, if not before!

Most sincerely,

A handwritten signature in blue ink that reads "Edwin B. George - drk".

Edwin B. George, MD, PhD
Chairman, Board of Directors

A handwritten signature in black ink that reads "Mary Sue Lanigan".

Mary Sue Lanigan
Chief Executive Office

Founded 1983

Dedicated to People Living with Parkinson's

30400 Telegraph Road • Suite 150 • Bingham Farms, MI 48025
www.parkinsonsmi.org • 248-433-1011 • Fax: 248-433-1150 • 800-852-9781



November 12, 2016

Ms. Deborah Guthrie, Cable Coordinator
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Dear Ms. Guthrie:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you a change to the channel lineup. Customers are being notified of this change via bill message.

On or about, November 17, 2016, Viceland and FYI Network will move to the Digital Preferred tier.

As always, feel free to contact me directly at 517-334-5686 with any questions you may have

Sincerely,

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911



PRESS RELEASE

Comcast
One Comcast Center
Philadelphia, PA 19103
www.comcastcorporation.com

U.S. Department of Housing
and Urban Development –
Julián Castro, Secretary
Office of Public Affairs,
Washington, DC 20410

COMCAST AND THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COLLABORATE TO CLOSE THE DIGITAL DIVIDE FOR UP TO 2 MILLION HUD-ASSISTED HOUSEHOLDS IN MAJOR INTERNET ESSENTIALS PROGRAM EXPANSION

Internet Essentials to Reach More Than 40 Percent of All HUD-Assisted Households Nationwide

PHILADELPHIA (July 15, 2016) — Today, Comcast and the U.S. Department of Housing and Urban Development's (HUD) [ConnectHome](#) initiative took an historic step to close the digital divide in America. Now, public housing and HUD-assisted residents living in Comcast's service area are eligible to apply for [Internet Essentials](#), the company's high-speed internet adoption program for low-income families. Including homes covered by Comcast's pilot public housing expansion announced in March, an estimated total of up to 2 million HUD-assisted homes, including Public Housing, Housing Choice Voucher, and Multifamily programs, will now have access to low-cost internet service.

"ConnectHome is opening doors of opportunity for our next generation of Americans," said HUD Secretary, Julián Castro. "Today's announcement has the potential to transform the lives of hundreds of thousands of kids across the nation by giving them the tools to reach their full potential. We're grateful to Comcast for joining the ConnectHome initiative, which has extended its reach to more than 1.5 million children in one short year."

"This announcement reaffirms Comcast's determination to make a meaningful impact to close the digital divide for low-income families in this country," said David L. Cohen, Senior Executive Vice President and Chief Diversity Officer of Comcast. "This is the single largest expansion of the Internet Essentials program in its history, and we're thrilled to be working with HUD to help connect even more families, including seniors, veterans, and adults without children, to the transformative power of having internet service at home."

The top ten states and cities with the largest numbers of HUD-assisted households in Comcast's service area include*:

Top 10 States		Top 10 Cities	
California	191,000	Chicago, IL	91,000
Illinois	175,000	Philadelphia, PA	35,000
Massachusetts	167,000	Miami, FL	31,000
Pennsylvania	164,000	Baltimore, MD	31,000
Florida	136,000	Houston, TX	31,000
Michigan	110,000	Washington, DC	30,000
New Jersey	105,000	Detroit, MI	25,000
Maryland	88,000	Atlanta, GA	24,000
Georgia	84,000	San Francisco, CA	22,000
Tennessee	80,000	Pittsburgh, PA	20,000

**These numbers are for all HUD-assisted homes of which approximately 35 percent have school-aged children and are, therefore, already eligible to apply for Internet Essentials. These numbers also include households covered by Comcast's public housing pilot announced in March.*

Between 2009 and 2014, broadband service providers spent over \$422 billion on capital investments, and three in four American households now use broadband at home. Despite this significant progress, one in four American households still don't access the internet at home, particularly lower-income families with children. According to the 2013 American Community Survey, less than 43 percent of individuals without a high school diploma or equivalent lack home internet access, but under this opportunity adults and young learners can get connected from the comfort of their own homes and take advantage of resources to get a GED credential, apply for and complete college, and acquire the necessary digital literacy skills to thrive in a highly competitive, global workforce.

ConnectHome strives to ensure students can access the same level of high-speed Internet at home that they have in their classrooms. Today's announcement furthers this vision, benefiting students of all ages.

This is the ninth time in five years Comcast has expanded eligibility for Internet Essentials. The policy change marks the first time, nationally, households without children eligible to participate in the National School Lunch Program are officially able to apply for Internet Essentials. In 2011, the program was first offered to families with children eligible to receive a free school lunch from the National School Lunch Program. It was expanded, in 2012, to children eligible for the reduced price school lunch program. In 2013, Comcast expanded eligibility to include families with children in parochial, private, charter, and cyber schools, as well as students who are home schooled. Last year, Comcast extended the program two more times, on a pilot basis, to low-income seniors and low-income community college students. Earlier this year, another pilot program extended Internet Essentials to those living in public housing in Miami, Nashville, Philadelphia, and Seattle. Finally, Comcast has expanded the number of schools where every student in the school will be deemed eligible for the program so long as a certain percentage of the kids in that school are NSLP eligible – from 70 percent, to 50 percent, and now to 40 percent. As a result, Comcast estimates auto-enrollment now applies to about half of the 48,000 schools across its service area.

Internet Essentials Key Investments

From August 2011 through December 2015, Internet Essentials has connected more than 600,000 low-income families, benefitting more than 2.4 million Americans, to the internet at home. Also since 2011, Comcast has invested more than \$280 million in cash and in-kind support to help fund digital literacy training and education initiatives, reaching nearly 4.4 million people through national and local nonprofit community partners.

- Provided more than 47,000 subsidized computers at less than \$150 each.
- Distributed for free nearly 51 million Internet Essentials program materials.
- Broadcast more than 8.3 million public service announcements, valued at more than \$100 million.
- Welcomed 5 million visitors to the Internet Essentials websites in English and Spanish and its Online Learning Center.
- Fielded more than 3.9 million phone calls to our Internet Essentials call center.
- Made Internet Essentials available in nearly 48,000 schools in more than 5,000 school districts, in 39 states and the District of Columbia.
- Partnered with 9,000 community-based organizations, government agencies, and federal, state, and local elected officials to spread the word.

About ConnectHome

Building on the Obama Administration's goal to expand high speed broadband to all Americans, in July 2015, President Obama and HUD Secretary Julián Castro announced [ConnectHome](#), an initiative to extend affordable broadband access to families living in HUD-assisted housing. Through ConnectHome, internet service providers, non-profits and the private sector are offering broadband access, technical training, digital literacy programs, and devices for residents in assisted housing units in 28 pilot communities across the nation. ConnectHome creates a platform to help ensure that students have access to high-speed internet for studying and doing their homework at home, as well as in school.

About Internet Essentials

[Internet Essentials](#) from Comcast is the nation's largest and most comprehensive high-speed internet adoption program. It provides low-cost high-speed internet service for \$9.95 a month plus tax; the option to purchase an internet-ready computer for under \$150; and multiple options to access free digital literacy training in print, online and in-person. For more information, or to apply for the program, visit www.InternetEssentials.com or call 1-855-846-8376. Spanish speakers should call 1-855-765-6995.

About Comcast Corporation

Comcast Corporation (Nasdaq: CMCSA) is a global media and technology company with two primary businesses, Comcast Cable and NBCUniversal. Comcast Cable is one of the nation's largest video, high-speed internet and phone providers to residential customers under the XFINITY brand and also provides these services to businesses. NBCUniversal operates news, entertainment and sports cable networks, the NBC and Telemundo broadcast networks, television production operations, television station groups, Universal Pictures and Universal Parks and Resorts. Visit www.comcastcorporation.com for more information.

###

Media Contacts:

Comcast Corporation

Charlie Douglas

charlie_douglas@comcast.com

Meredith Wertz

meredith_wertz@comcast.com

(215) 264-8020

(215) 970-8504

U.S. Department of Housing and Urban Development

Heather L. Fluit

heather.l.fluit@hud.gov

(202) 527-2060

Today, Comcast released a [five-year progress report](#) showing that **Internet Essentials has helped connect 750,000 families, or 3 million low-income Americans, to low-cost, high-speed Internet service at home**. Since 2011, Comcast has also invested more than \$300 million in cash and in-kind support to help fund digital literacy training and educational initiatives, reaching nearly 4.4 million people through national and local nonprofit community partners like you.

Building on this progress, Comcast also announced that it will give an additional \$2 million in grants during this back to school season to community-based organizations that provide vital digital literacy training and Internet access.

You can read more from our [blog post](#) and [press release](#). Thank you for all of your support and hard work in spreading this program to the populations you serve. **Partners like you are the cornerstone of the program, and together we share in its success.**

Would you be able to help us spread the word to your members and networks? Suggested copy for a newsletter or website and social media posts is included below.

We also encourage you to share powerful stories of how the Internet has changed the lives of the families that you serve by emailing Internet_Essentials_Partners@comcast.com.

Again, thank you for your support and dedication.

Many thanks,
John P. Gardner
Director, External Affairs

Suggested Blurb for Newsletter or Website

Comcast recently announced [Internet Essentials](#), the nation's largest high-speed Internet program for low-income families, has connected 750,000 households to home Internet. That's 3 million Americans that now have access to online banking, healthcare, job postings, and educational resources in their home. As Internet Essentials partners, we are excited to be a part of this milestone.

Suggested Social Media Copy

We're proud to work with @comcast for #InternetEssentials, which has reached 750K families. <http://comca.st/2bdDr7K>
@Comcast's #InternetEssentials is bridging the #digitaldivide this back-to-school season. <http://comca.st/2bdDr7K>

We're proud to help close the #digitaldivide with @Comcast. Learn more about their #InternetEssentials program. <http://comca.st/2bdDr7K>

We're excited to see @JJoynerKersee joining the effort to bring Internet to low-income families. #InternetEssentials <http://comca.st/2bdDr7K>

In five years, @Comcast's #InternetEssentials program connected 3M low-income Americans to high-speed Internet. <http://comca.st/2bdDr7K>

Proud to celebrate five years of @Comcast's #InternetEssentials program, which recently expanded its eligibility. <http://comca.st/2bdDr7K>

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff
Brett Dreyfus
Julie Brixie
Gerald J. Richards

Supervisor
Clerk
Treasurer
Manager



Milton Scales
Ronald Styka
John Veenstra
Angela Wilson

Trustee
Trustee
Trustee
Trustee

August 29, 2016

Kevin Thatcher
2184 Belding Court
Okemos MI 48864

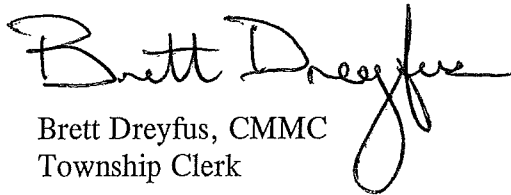
Dear Mr. Thatcher:

It is my pleasure to convey official notification that the Township Board appointed you to fill a vacancy on the Communications Commission at its August 16, 2016 meeting. Your term of office will expire on December 31, 2017.

A certificate of appointment, a subscription form, and a copy of the Meridian Township "Ethics Statement" are enclosed. Please sign and return the documents to the Clerk's Office.

Congratulations on your appointment!

Cordially,


Brett Dreyfus, CMMC
Township Clerk

sko
Enclosures

pc: Deborah Guthrie, ✓
Communications Director

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000 FAX (517) 853-4096

www.meridian.mi.us
An Equal Opportunity Employer

 printed on recycled paper

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**OLD
BUSINESS**

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**NEW
BUSINESS**

MEMORANDUM

TO: Cable Communications Commission

FROM: 
Deborah Guthrie, Communications Director

DATE: November 2, 2016

RE: 2017 Communications Commission Regular Meeting Schedule

The Communications Commission of Meridian Township recommends meeting every other month and the adoption of the 2017 regular meeting schedule is as follows:

Wednesday, February 1, 2017	6:00 pm	Administrative Conference Room
Wednesday, April 5, 2017	6:00 pm	Administrative Conference Room
Wednesday, June 7, 2017	6:00 pm	Administrative Conference Room
Wednesday, August 2, 2017	6:00 pm	Administrative Conference Room
Wednesday, October 4, 2017	6:00 pm	Administrative Conference Room
Wednesday, December 6, 2017	6:00 pm	Administrative Conference Room

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**COMPLAINTS/
COMPLIMENTS**

Individual Video Provider Customer Intakes

Complaint Number 2016-018

Date 9/1/2016

Name Tyler Bahr

Street Address 1734 Huntsville Drive Apt A

City / Zip Haslett 48840-

Work Phone **Ext**

Cell Phone

Home Phone (616) 780-2714

Email plummetingfool@gmail.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐

Waiting for Service ☐

Missed Service Call ☐

Cable Box ☐

Bad Reception ☐

Cable Out ☐

Cannot Phone ☒

Other ☐

Bad Treatment ☒

Bad Information ☐

No Response to Request ☒

Problem Description Reported slow service speeds, extraneous billing items and a complete lack of assistance in resolving any of my issues. Spent many hours on the phone in the last month trying to get this issue resolved.
9/12/16 Contacted Deborah again, never received phone call from Comcast
9/12/16 Customer stated that he had arranged to have his service terminated so he would no longer need assistance

Problem Before? Yes

Ongoing ☒

☐ **MPSC Information**

Assigned Staff Deborah Guthrie

Given

Staff Response Sent information to John Gardner, Regional Comcast Representative

Resolution 9/12/16 John Gardener stated that prior attempts to contact had been made but a customer care specialist would reach out to Mr. Bahr again

Individual Video Provider Customer Intakes

Complaint Number 2016-019

Date 9/21/2016

Name Duane Possanza

Street Address 3951 Raven Circle

City / Zip Okemos 48864-

Work Phone **Ext**

Cell Phone

Home Phone (517) 349-0622

Email Dpossanza.duane@aol.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐

Waiting for Service ☐

Missed Service Call ☐

Cable Box ☐

Bad Reception ☐

Cable Out ☐

Cannot Phone ☐

Other ☒

Bad Treatment ☐

Bad Information ☐

No Response to Request ☐

Problem Description Duane has noticed for the last 3 months that his bill has gone up slightly each time. This time he noticed an additional fee for \$3 called Sports Fee. He contacted Comcast and according to Duane the Comcast Customer Service Representative told him that the \$3 fee was something the government forced Comcast to charge customers. He did not believe it and so he contacted the township. He does not believe Comcast should be able to add charges to his account without his authorization. He would like someone to call him and explain and he would like to have this charge taken off his bill.

Problem Before? No

Ongoing ☐

☐ **MPSC Information**

Assigned Staff Deborah Guthrie

Given

Staff Response Explained to Mr. Possanza that a representative would contact him within 24 hours

Resolution 9/21/16 From John Gardner - Thank you. Our customer care specialists will reach out to Mr. Possanza to explain the regional sports fee and clear up any misunderstandings.

Individual Video Provider Customer Intakes

Complaint Number 2016-020

Date 9/29/2016

Name Winifred Olds

Street Address 1153 Haslett Rd

City / Zip Haslett 48840-

Work Phone **Ext**

Cell Phone

Home Phone (517) 339-2181

Email Tmothertw@aol.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐ **Waiting for Service** ☐ **Missed Service Call** ☐ **Cable Box** ☐

Bad Reception ☐ **Cable Out** ☐ **Cannot Phone** ☐ **Other** ☒

Bad Treatment ☐ **Bad Information** ☐ **No Response to Request** ☐

Problem Description Not receiving HOMTV. She is receiving something else on channel 21. She would like Comcast to correct it. Please contact her.

Problem Before? No **Ongoing** ☐ ☐ **MPSC Information**

Assigned Staff Deborah Guthrie **Given**

Staff Response Forwarded information to Comcast Representative

Resolution 9/29/16 From John Gardner - Thank you. Our customer care specialists will reach out.

Individual Video Provider Customer Intakes

Complaint Number 2016-021

Date 10/10/2016

Name Charles Dennis

Street Address 5258 Golden Circle

City / Zip East Lansing 48823-

Work Phone **Ext**

Cell Phone

Home Phone (517) 655-6242

Email chuckdretired@gmail.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐

Waiting for Service ☐

Missed Service Call ☐

Cable Box ☐

Bad Reception ☐

Cable Out ☒

Cannot Phone ☐

Other ☒

Bad Treatment ☐

Bad Information ☐

No Response to Request ☐

Problem Description According to the person who filed the complaint (Charles Dennis), when the contractor came in and repaved in the circle complex, the cable was cut. He was told that Comcast would fix his cable on the 9th, his neighbors on the 8th and someone else's on the 14th. According to him, 4 – 5 homes were affected by it. I spoke with him on September 26th and he stated at that time that they had already been without cable for two weeks and it would be two weeks before it was fixed.

I subsequently spoke with the engineering department immediately after my phone conversation to see if the repaving in his complex was part of the Ingham County Road Department paving or local road project paving program but it was not. I was told we do not pave there because it is a private association.

Problem Before? No

Ongoing ☐

☐ **MPSC Information**

Assigned Staff Deborah Guthrie

Given

Staff Response Forwarded information to John Gardner, Regional Comcast Representative

Resolution

Individual Video Provider Customer Intakes

Complaint Number 2016-022

Date 10/18/2016

Name Rich Houghton

Street Address 2024 Hamilton #203

City / Zip Okemos 48864-

Work Phone **Ext**

Cell Phone

Home Phone (517) 898-5572

Email

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐

Waiting for Service ☐

Missed Service Call ☐

Cable Box ☐

Bad Reception ☐

Cable Out ☒

Cannot Phone ☐

Other ☒

Bad Treatment ☐

Bad Information ☐

No Response to Request ☐

Problem Description A Meijer employee approached me at the Okemos location on Wednesday, October 12th with a complaint that his PEG channels have been out for around 6 months and he would like Comcast to restore them. I promised him I would send his information to you last Thursday. My apologies for being so late in sending. I will contact him and let him know that I sent his information to you today.

Problem Before? Yes

Ongoing ☒

☐ **MPSC Information
Given**

Assigned Staff Deborah Guthrie

Staff Response Forwarded information to Comcast Representative

Resolution 10/18/16 From John Gardner - Thank you Deborah. A supervisor has reached out to the customer.

Individual Video Provider Customer Intakes

Complaint Number 2016-023

Date 10/20/2016

Name Susan Davis

Street Address 4772 Arapaho Trail

City / Zip Okemos 48864-

Work Phone **Ext**

Cell Phone

Home Phone (517) 351-7598

Email davissus@icloud.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐	Waiting for Service ☐	Missed Service Call ☐	Cable Box ☐
Bad Reception ☐	Cable Out ☒	Cannot Phone ☐	Other ☒
Bad Treatment ☐	Bad Information ☐	No Response to Request ☐	

Problem Description We no longer receive channels 21 through 30. We hope you can help.

Comcast customer Susan Davis contacted the department by phone. She stated she has been without Comcast for months. She has been wanting to watch the debates on HOMTV and has not been able to get the channel. She stated the HOMTV channel shows an error and to contact Comcast. She also stated she has made calls to Comcast that have lasted for 45 minutes and no one has been able to resolve her issue. She wants the channel back and for this to be resolved as soon as Comcast can resolve it.

Problem Before? Yes **Ongoing** ☒ ☐ **MPSC Information Given**

Assigned Staff Deborah Guthrie & Andrea Smiley

Staff Response Forwarded information to Comcast Representative and responded to customer with the following email
Susan, It was nice speaking with you on the phone. We are sorry you are experiencing difficulties with viewing the HOMTV Channel. I have contacted Comcast and requested someone get back in touch with you right away. Please let me know by the end of the day on Monday if you have not been contacted so that I can follow up with Comcast.

Thank you and have a nice weekend, Deborah

Resolution 10/24/16 Received from Customer
Dear Deborah,
Thanks for offering to help. I received a phone message this evening from Comcast. I will contact them tomorrow and will let you know what happens. Again thanks, Sue Davis

Individual Video Provider Customer Intakes

Complaint Number 2016-024

Date 10/25/2016

Name Kathy Ann Sundland

Street Address 2318 Barnsbury Rd

City / Zip East Lansing 48823-

Work Phone **Ext**

Cell Phone

Home Phone (517) 896-4999

Email sunnykas@hotmail.com

Best Time to Call

Best Time to Service

Service Provider Comcast

Reason for Calling Complaint

Unburied Cable ☐

Waiting for Service ☐

Missed Service Call ☐

Cable Box ☐

Bad Reception ☐

Cable Out ☒

Cannot Phone ☐

Other ☒

Bad Treatment ☐

Bad Information ☐

No Response to Request ☐

Problem Description Kathy has been without PEG Channels since May. She Is receiving an error code. Has seen the error code since May 2016. Contacted Comcast around a month ago to have them resolve the issue. A Comcast representative told Kathy that something was spliced and rusted and that is why she was receiving an error code and that they would send someone out. When Kathy said she was not going to pay anything, Comcast told her that they would not send anyone out.

She wants the PEG channels restored and she does not want to be charged for it.

Problem Before?

No

Ongoing ☐

☐ **MPSC Information
Given**

Assigned Staff

Deborah Guthrie

Staff Response

Forwarded informtion to Comcast Representative

Resolution

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**COMMUNICATIONS
DIRECTOR
REPORT**

Communications Department
Meridian Township
5151 Marsh Road
Okemos, MI 48864



October 20, 2016

Dear Business Owner,

It is Meridian Township's **175th Anniversary** in 2017 and we will be celebrating all year long with events attracting thousands of visitors to the area. We are asking for your support to make these events possible and successful for our region. Your participation will raise awareness for your business and show your support of Meridian's 175 years of history. Your business ad in the **175th Special Edition Meridian Monitor** will be sent to **22,000 households** in Haslett, Okemos, and East Lansing. The Monitor will also be placed at **hotels, Township buildings** and participating **businesses** in Meridian Township, as well as at **14 Michigan Welcome Centers** throughout the state. Your advertising dollars will go far to bring new consumers to your business and show your community support for the Township's 175th Anniversary.

175th Anniversary Special Events Sponsorship Opportunities

- ☐ **Title Sponsor** \$50,000
- ☐ **Main Event Sponsor** \$10,000 - \$25,000
- ☐ **Main Event Choice:** _____
- ☐ **Silver Sponsor** \$ 5,000
- ☐ **Bronze Sponsor** \$ 1,000
- ☐ **In-kind Sponsor**
- ☐ **Independence Day Event Banner** \$200 per event
Display your company's name and logo on a 5' banner that will be displayed at our Independence Day Celebration.
- ☐ **Advertising for Event Guide** – 22,000 Event Guides
 - Full Page Ad (7" x 10.5") \$ 600
 - 1/2 Page Ad (7" x 5.25") \$ 395
 - 1/4 Page Ad (3.5" x 5.25") \$ 295
 - Business Card (3.5" x 2") \$ 195
- ☐ **Taste of Meridian** \$ 175
Opportunity of exposure yearlong for participating restaurants in Meridian Township. Business will be recognized on all 'Taste' print materials. Restaurant goers will hop on the trail and take a tasting tour of Meridian's restaurants and eateries. Visitors will receive a stamp with a qualifying purchase at every participating business and receive a gift upon returning stamped card to Meridian Township.
- ☐ **Toast to Meridian** \$ 175
Opportunity of exposure yearlong for participating bars in Meridian Township. Business will be recognized on all 'Toast' print materials. Whether you're looking for craft beers, fine spirits or wine tasting, 'toasters' can find it all in Meridian. Visitors can 'Toast Meridian' by receiving a stamp with a qualifying purchase at every participating business and receive a gift upon returning stamped card to Meridian Township. Participating bars will feature the signature 'Meridian' cocktail.



Meridian Celebrates 175 Sponsorship Form

175th Special Edition of the Meridian Monitor Dates to Remember:

Publish Date: Monday, December 12, 2016
Reservation Deadline: Monday, October 31, 2016
Final Material & Payment Due: Friday, November 18, 2016

AD and SPONSORSHIP SUBMISSION INFORMATION

To place your ad and become a sponsor, contact Andrea Smiley, 175th Special Events and Marketing at smiley@meridian.mi.us or 517.853.4384. **Completed Form, artwork and payment are due by Friday, November 18, 2016.** Completed artwork is to be provided digitally on a flash drive or by email to:

Andrea Smiley; 175th Special Events and Marketing
5151 Marsh Rd.
Okemos, MI 48864
517.853.4384
smiley@meridian.mi.us

Company/Organization Name: _____

Contact Person: _____

Address: _____

Phone: _____

Method of Payment:

- ☐ Check
☐ Invoice
☐ Credit Card # _____ Exp. Date _____

Signature _____

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Milton L. Scales
Ronald J. Styka
John Veenstra
Angela Wilson

Trustee
Trustee
Trustee
Trustee

October 25, 2016

Dear _____,

The Meridian Cares Team is organizing its third annual **Meridian Cares Emergency Needs Fundraiser** for families in the Township in need of emergency assistance. The Community Resources Commission aims to raise \$10,000 for the Emergency Needs Fund by December 16th to help prevent seniors, children and families from going hungry, cold or even losing their home this holiday season. The Meridian Cares Team closely works with the Community Resources Commission to raise money and awareness for this very important cause.

When you support **The Emergency Needs Program** your support directly helps families in Meridian Township. Each year we assist **almost 500** households in our community and without donations from businesses like yours, this would not be possible. A donation helps make a positive impact in someone's life and benefits the community we serve.

In 2015, we received 939 requests for assistance from 491 households, financially assisted 68 households, leveraged funding so that for every dollar spent of the Needs Fund, three dollars were matched by another agency or the client, and coordinated food baskets for 250 households for the November and December holidays.

We want to thank you for your past donation. We count on support from businesses like yours. Whether you're an employer wanting to find a worthy cause to help families or you're an individual who wants to give to those in need, giving to Meridian Cares shows you care about the community.

We hope that you will respond positively to our request. Please use the enclosed envelope or paypal for your convenience. Your donation will be recognized on Social Media, in our digital newsletter, on HOMTV and with our boards and commissions.

We thank you in advance for your continued support. Annual sponsorships are available by contacting me at jackson@meridian.mi.us or 517.853.4204.

Sincerely,

Darla Jackson
Human Services Specialist

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864 517.853.4000
www.meridian.mi.us



CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

PROGRAMMING



2016 LIVE General Election Debate Schedule



Contested Race	Date	Report Time	LIVE Air Time	Candidates Confirmed
County Commissioner 11th District	Monday, October 17th	6:30 PM	7:00 – 8:00 PM	Teri Banas Incumbent (D) <i>*Republican Candidate declined participation*</i>
Township Supervisor	Wednesday, October 19th	6:30 PM	7:00 – 8:00 PM	Tom Klunzinger (R) Ronald J. Styka (D)
County Commissioner 12th District	Wednesday, October 19th	7:30 PM	8:00 – 9:00 PM	Christopher Pawsat (R) Deb Nolan Incumbent (D)
Township Treasurer	Thursday, October 20th	6:30 PM	7:00 – 8:00 PM	Julie Brixie Incumbent (D) Erik H. Lindquist (I)
Ingham County Prosecutor	Tuesday, October 25th	6:30 PM	7:00 – 8:00 PM	Billie Jo O'Berry (R) Carol Siemon (D)
Township Trustee	Tuesday, October 25th	7:30 PM	8:00 – 10:00 PM	Brian Czubak (R) Debra Lee Piper (R) Jared S. Wilson (R) Phil Deschaine (D) Patricia Herring Jackson (D) Dan Opsommer (D) Kathy Ann Sundland (D)

Join the Open Line LIVE Debate by calling with questions to 517.349.1232

or Tweet your questions to @HOMTV #BallotMeridian on Twitter

or Post your questions to @HOMTV #BallotMeridian on Facebook

Watch Open Line on Comcast Channel 21 in Haslett, Okemos, and East Lansing or
Watch the live stream online at www.HOMTV.net

Watch Open Line on AT&T Uverse CAMTV Channel 30 in the
Lansing region across 17 communities

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**OTHER BUSINESS
AND
ANNOUNCEMENTS**

DONATE WHILE YOU DINE

Visit Culver's of Okemos on
Wednesday, November 9th between 4 and 10 PM
and we will donate a percentage of sales to
Meridian Township 175th Anniversary Celebration .
Enjoy a delicious meal, benefit a great cause
and feel good all over.

THANKS FOR YOUR SUPPORT!



Culver's
Cares

Culver's of Okemos:
5140 Times Square Dr.
(517) 853-8714
www.culvers.com

© 2013 Culver Franchising System, Inc. 6/2013

Sauk City

BURGERS®
FROZEN CUSTARD

Sauk City

Culver's

BUTTERBURGER
FROZEN CUSTA

Welcome to Delicious

Welcome to Delic