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AGENDA
CABLE COMMUNICATIONS COMMISSION
Regular Meeting
February 26, 2014
Meridian Township Municipal Building
5151 Marsh Road, Okemos, MI
Administrative Conference Room

- A. Call Meeting to Order at 6:00 p.m.
- B. Public Remarks
- C. Introductions
- D. Approval of Agenda
- E. Approval of Minutes – December 4, 2013
- F. Communications/Announcements
- G. Old Business
 - 1. Audits
 - a. Comcast Franchise Fee Audit
 - b. AT&T Review Franchise Fee Audit
 - c. Technical Review Audit
 - 2. Special Committee Interim Chair’s Report: Community Needs Assessment – Tunga Kiyak
- H. New Business / Discussion Items
- I. Reports

1. Complaints/Compliments:	Deborah Guthrie
2. Video Service Provider(s):	
3. Communications Director Report:	Deborah Guthrie
4. Chair's Report:	Walter Benenson
5. Township Information:	Ron Styka
6. Programming:	Deborah Guthrie
7. Viewership/Promotions:	Deborah Guthrie
8. Finance:	Deborah Guthrie
- J. Other Business & Announcements
- K. Public Remarks
- L. 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.

Cable Communications Commission Regular Meeting Minutes
DRAFT

Administrative Conference Room
Meridian Municipal Building, Okemos, MI
December 4, 2013

Present: Commissioners: Walter Benenson, Patrick Crowley and Tunga Kiyak
Staff: Deborah Guthrie and Kristi Schaeding
Township: Ron Styka
Comcast: None
AT&T: None
Haslett Schools: None
Okemos Schools: None

Call Meeting to Order: Chair Benenson called the meeting to order at **6:05 pm**.

Approval of Agenda:

Chair Benenson moved TO APPROVE THE AGENDA. Seconded by Commissioner Crowley.

Voice vote. Motion carried unanimously.

Approval of Minutes:

Chair Benenson moved TO APPROVE THE MINUTES OF JULY 24, 2013 AS SUBMITTED.
Seconded by Commissioner Crowley.

Voice vote. Motion carried unanimously.

Public Remarks:

No Public Present

Introductions:

Brian Seipel introduced himself and was welcomed by the commission.

Communications:

Communications Director Deborah Guthrie reported that staff recently held the Intern Appreciation Night and Golden Tape Awards. The Golden Tape Awards is an intern award program created for the work interns produce and are judged in the categories of reporting, production, promotion and social media/marketing. They submit entries to judges who are HOMTV alumni members in the Broadcast industry. After reviewing the intern's submissions, the judges stated that they would hire anyone of them.

Director Guthrie stated that she was honored to give a presentation to the Township Board on November 7th, on the Philo Regional and NATOA National awards HOMTV received. She stated her PowerPoint focused on the interns who created the award entries and are currently in the Broadcast industry.

Old Business:

1. Franchise Fee Audit and Technical Audit – Director Guthrie reported that monies were budgeted in the 2014 budget for the franchise fee audit and technical audit and were passed by the Township Board last October. AT&T sent a letter to LFA's (Local Franchise Authority) across the country, stating they overpaid or over calculated their franchise and PEG fees. Therefore, AT&T said they will credit themselves back and Meridian Township may lose as much as \$5,700 from their next quarterly payment. Meridian Township attorney's replied to AT&T requesting to see how they calculated the fees and requested how they justified making the unilateral adjustment. Their reply was an empty response, Guthrie stated. She inquired to other communities on whether or not they received a similar letter from AT&T as well and many had. Thus far, eleven communities have joined with Meridian Township to do a joint audit on AT&T. Meridian Township is taking the lead and staff is in the process of creating and gathering paperwork in preparation for the audit.
2. Special Committee Chair's Report: Community Needs Assessment – Chair Andrew Lathrop not present for the meeting.
3. Commission Compensation Discussion – Director Guthrie stated that a form was created and included in the packet for those commissioners who had a desire to not be compensated for their time of service. The letter states that monies budgeted toward compensation for the commissioners would instead go toward the Communications Department for purposes of training, supplies and other general expenses. Chair Benenson, Commissioners Crowley and Kiyak signed the letters and returned the documents to staff.

New Business:

1. Cable Communications Commission Appointment and Reappointment – Director Guthrie informed the members that the Township Board appoints commissioners and the Cable Commission typically makes a recommendation to the Township Board to appoint people.
2. 2014 Cable Communications Commission Regular Meeting Schedule – Chair Benenson requested the February 5th regular commission meeting be changed to a different date in February. Staff will find an alternative date, create a revised schedule and email to the commission.
3. 2014 Cable Communications Commission Special Committee Meeting Schedule - Chair Benenson moved TO APPROVE THE SPECIAL COMMITTEE MEETING SCHEDULE AS SUBMITTED. Seconded by Commissioner Crowley.

Voice vote. Motion carried unanimously.

Reports:

- Cable Compliments/Complaints: Please refer to items in packet. No additional items to report.
- Video Service Provider(s): No video provider was present for the meeting.
- Communications Director's Report: Please refer to items in packet. No additional items to report.
- Chair's Report: Chair Benenson informed the commission that he was in attendance for Director Guthrie's presentation during the November 7th Township Board meeting and was impressed.
- Township Information: Township Liaison Ron Styka reported that development is increasing in the township and the Meridian Mall is expanding. All union contracts have been settled and the 2104 budget was approved.
- Programming: Director Guthrie stated that staff is wrapping up programming for this month, year in review programs will be airing along with a special feature on the HOMTV awards received.
- Viewership/Promotions: Please refer to items in packet. No additional items to report.
- Finance: Director Guthrie informed the commission on the progress of the studio lighting project. Bids were received and staff is finishing up the lighting project. The project is on track to be completed by the end of the year and is looking to be approximately \$1,000 under budget, commented Director Guthrie.

Other Business & Announcements:

Nothing to Report.

Future Agenda Items:

Nothing to Report.

Public Remarks:

No remarks from the public.

Adjournment:

Commissioner Crowley moved TO ADJOURN THE MEETING. Seconded by Commissioner Kiyak.

Hearing no objections, Chair Benenson ADJOURNED THE MEETING AT 7:05 p.m.

NEXT MEETING:

The next scheduled meeting is **Wednesday, February 26, 2014 in the Administrative Conference Room.**

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

COMMUNICATIONS



December 3, 2013

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 of some channel changes. Customers are being notified of these changes via bill messages.

Effective on or about December 18, 2013, WILX-Antenna TV (channel 295) will be added to Limited Basic service.

Also, effective on or about January 16, 2014, Revolt (ch. 159) will be added to the Digital Preferred tier.

Additionally, effective on or about January 29, 2014, Oxygen (channel 123) and Oxygen HD (channels 980 & 1334) will no longer be available on our Digital Preferred tier. Oxygen will be available on our Digital Starter tier.

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

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Senior Manager, Government Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
Brett Dreyfus Clerk
Julie Brixie Treasurer
Frank L. Walsh Manager



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

December 10, 2013

Cable Communications Commission
5151 Marsh Road
Okemos, MI 48864

Dear Commission Members:

The Township Board members would like to extend an invitation to you to attend the Township Board meeting on Tuesday, January 7, 2014, in the Town Hall Room. This date has been set for the regular joint meeting of the Township's Boards and Commissions. The meeting will begin at 6:00 p.m.

The purpose of this meeting is to bring together the members of the various Boards and Commissions for the purpose of sharing what has been accomplished in 2013 and the goals for the coming year. It will also be important to discuss ways we can make our great community even better.

I do hope you will be able to join us. In order to anticipate how many chairs and tables will be needed, please call in your confirmation to Carol Hasse at 853-4258 or email hassec@meridian.mi.us. Happy holidays to you, and I look forward to seeing you on January 7th.

Sincerely,

Elizabeth LeGoff
Supervisor





December 18, 2013

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

Dear Ms. Guthrie:

Having completed our digital network enhancement to an all-digital system, on or shortly after February 27, 2014 we will begin encrypting our Limited Basic service in your area. Encryption has a number of consumer benefits; including the reduced need for home service calls and the enhanced security of our network by reducing service theft that impacts our customers' service experience.

When Limited Basic service is encrypted, all XFINITY Video customers will need equipment supplied by Comcast connected to each television in order to continue receiving services.

- A customer that has a set-top box, digital adapter, or a retail CableCARD™ device connected to each TV will be unaffected by this change.
- A customer that is currently receiving Comcast's Limited Basic service on any TV **without** equipment supplied by Comcast will lose the ability to view any channels on that TV. These customers will be entitled to receive equipment at no additional charge or service fee for a limited period of time. The number and type of devices the customer is entitled to receive, and for how long, will vary depending on the customer's situation.

Enclosed please find a sample of the customer notice that the FCC requires be sent to customers regarding encryption and the availability of devices at no additional charge or service fee. You'll note that we have established a special toll free number and website so that our customers can learn more about the equipment offer and eligibility.

In addition, the encryption of our Limited Basic service will impact those accounts receiving courtesy services. Courtesy accounts are entitled to receive up to three digital adapters or CableCARDS at no additional monthly charge, including those they may have previously received as part of our digital network enhancement to an all-digital platform. A sample of the courtesy notice to be received by these accounts is enclosed.

As always, if you have any questions or concerns regarding this program, or any other matter, please feel free to contact me at 517-334-5686.

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Senior Manager, Government Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

Enclosures

Important Service Message:

On **February 27, 2014**, Comcast will start encrypting Limited Basic service on your cable system.

If you have a set-top box, digital transport adapter (DTA), or a retail CableCARD™ device connected to each of your TVs, you will be unaffected by this change. However, if you are currently receiving Comcast's Limited Basic service on any TV **without** equipment supplied by Comcast, you will lose the ability to view any channels on that TV.

If you are affected, you should contact Comcast at **855-860-8989** to arrange for the equipment you need to continue receiving your services. In such case, you are entitled to receive equipment at no additional charge or service fee for a limited period of time. The number and type of devices you are entitled to receive, and for how long, will vary depending on your situation:

- If you are a Limited Basic customer and receive the service on your TV without Comcast-supplied equipment, you are entitled to up to two devices for two years (five years if you also receive Medicaid).
- If you subscribe to a higher level of service and receive Limited Basic service on a secondary TV without Comcast-supplied equipment, you are entitled to one device for one year.

You can learn more about this equipment offer and eligibility at **comcast.com/digitaladapterinfo** or by calling **855-860-8989**.

To qualify for any equipment at no additional charge or service fee, you must request your equipment between now and June 27, 2014 and satisfy all other eligibility requirements.



January 9, 2014

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 of a channel change. Customers are being notified of this change via bill message.

HSN2 (channel 75) is now available on the Limited Basic service.

Also, pursuant to P.A. 480 of 2006, Section 9 (4), Comcast Cable's local operating entity hereby reports that Comcast does not deny access to services to any group of potential residential subscribers because of the race or income of the residents in the local area. A similar report has been filed with the Michigan Public Service Commission.

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

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Senior Manager, Government Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911



January 14, 2014

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 of some channel changes. Customers are being notified of these changes via bill messages.

On January 29, 2014, the following channels are being added to the Comcast channel lineup as part our MultiLatino Max and MultiLatino Ultra services: CNBC (channel 61) and CNBC HD (channel 244/1115), MSNBC (channel 60) and MSNBC HD (channels 376/1108), and FX (channel 56) and FX HD (channels 224/1207). Telemundo (channel 611) will be available on Digital Starter service.

Also, on March 5, 2014, El Rey (channel 120) will be available on Digital Preferred service.

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

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Senior Manager, Government Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

Kristi Schaeding

From: Deborah Guthrie
Sent: Tuesday, January 14, 2014 12:59 PM
To: Kristi Schaeding
Subject: FW: Product Release Notification: January 17, 2014

From: Granicus Product Release Team [<mailto:releaseteam@granicus.com>]
Sent: Monday, January 13, 2014 5:08 PM
To: Deborah Guthrie
Subject: Product Release Notification: January 17, 2014



Product Release Notification - January 17, 2014

Hi Deborah,

Granicus will be undergoing product maintenance this **Friday, January 17th**. Between the hours of 9pm and midnight PST, Granicus systems may be inaccessible while we perform software updates.

Some customers have experienced sporadic instability in the last week - we have increased system logging and reporting and believe we have isolated and resolved the issue. We will continue to closely monitor the application and may be performing additional system maintenance in the month of January. More details to follow.

To learn more about what's being updated, you can review ["What's New" in this release](#).

No action is required on your end. We appreciate your cooperation and thank you for being a valued Granicus client.

Kind Regards,

Product Release Team



work: 415-357-3618

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www.granicus.com

Granicus, Inc. - 600 Harrison Street | Suite 120 | San Francisco, CA, 94107
Contact Us

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
Brett Dreyfus Clerk
Julie Brixie Treasurer
Frank L. Walsh Manager



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

January 26, 2014

Walter Benenson
6111 Skyline Drive
East Lansing MI 48823

Dear Mr. Benenson:

It is my pleasure to convey official notification that the Township Board reappointed you to the Cable Communications Commission at its December 10, 2013 meeting. Your term of office will expire December 31, 2016.

At your convenience, please call my office (853-4324) to arrange a time for your Oath of Office.

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

Congratulations on your reappointment!

Cordially,

Brett Dreyfus
Township Clerk

sko

Enclosures

pc: Deborah Guthrie, ✓
Communications Director



CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
Brett Dreyfus Clerk
Julie Brixie Treasurer
Frank L. Walsh Manager



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

January 26, 2014

Patrick J. Crowley
2393 Sower Blvd.
Okemos, MI 48864

Dear Mr. Crowley:

It is my pleasure to convey official notification that the Township Board reappointed you to the Cable Communications Commission at its December 10, 2013 meeting. Your term of office will expire December 31, 2016.

At your convenience, please call my office (853-4300) to arrange a time for your Oath of Office.

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

Congratulations on your reappointment!

Cordially,

A handwritten signature in black ink that reads "Brett Dreyfus". The signature is written in a cursive style.

Brett Dreyfus
Township Clerk

sko

Enclosures

xc: Deborah Guthrie, ✓
Communications Director

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

www.meridian.mi.us



CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
Brett Dreyfus Clerk
Julie Brixie Treasurer
Frank L. Walsh Manager



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

January 26, 2014

Brian Seipel
4114 Spinnaker Lane
Okemos MI 48864

Dear Mr. Seipel:

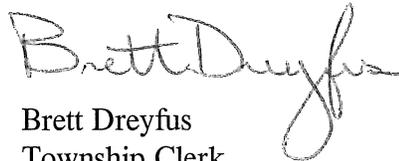
It is my pleasure to convey official notification that the Township Board appointed you to fill a vacancy on the Cable Communications Commission at its December 10, 2013 meeting. Your term of office will expire December 31, 2014.

At your convenience, please call my office (853-4324) to arrange a time for your Oath of Office.

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

Congratulations on your appointment!

Cordially,



Brett Dreyfus
Township Clerk

sko

Enclosures

pc: Deborah Guthrie, ✓
Communications Director





January 28, 2014

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 of some channel changes. Customers are being notified of these changes via bill message.

Effective on or about March 5, 2014, Sportsman (channel 739) and Sportsman HD (channels 990/1631) will be available as part of the Digital Preferred and Sports Entertainment packages.

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

Sincerely,

John P. Gardner
Senior Manager, Government Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

Kristi Schaeding

From: Deborah Guthrie
Sent: Friday, February 14, 2014 1:33 PM
To: Kristi Schaeding
Subject: FW: Comcast - Time Warner Cable Announcement
Attachments: Comcast - TWC Press Release.pdf; Transaction Fact Sheet.pdf

From: Gardner, John [mailto:John_Gardner@cable.comcast.com]
Sent: Thursday, February 13, 2014 12:33 PM
To: Deborah Guthrie
Subject: Comcast - Time Warner Cable Announcement

Deborah,

This morning, Comcast is announcing an important transaction with Time Warner Cable (TWC) that we believe will bring many benefits to customers in their service territories. I am sending the attached documents to provide you background on this. I will try to reach you later this afternoon to answer any questions that you may have. In meantime, please do not hesitate to contact me with any questions or concerns that you may have.

Thank you,

John Gardner
Sr. Manager, Government Affairs
Comcast - Heartland Region

1401 E. Miller Road
Lansing, MI 48911
(517) 334-5686 phone
(517) 334-1880 fax

INTERNET ESSENTIALS from Comcast

A program designed to expand broadband adoption among low-income American households with at least one child eligible to receive free or reduced price school lunches. Once in the program, participants receive fast, affordable Internet service for \$9.95/mo + tax, the option to purchase a computer for just \$150 and access to free digital literacy training. To learn more or to apply, please call 1-855-8-INTERNET (1-855-846-8376) or visit InternetEssentials.com. To become a partner, please visit InternetEssentials.com/partner.

Confidentiality Notice

This message and any attachments to it contain information exclusively for intended recipients. If you are not an intended recipient, please contact the sender to report the error and then delete all copies of this message from your system.



**TIME WARNER CABLE TO MERGE WITH COMCAST CORPORATION TO CREATE
A WORLD-CLASS TECHNOLOGY AND MEDIA COMPANY**

*Strategic Combination Will Accelerate Delivery of Comcast's Technologically Advanced
Products and Services to Time Warner Cable's Customers*

*Transaction Creates Multiple Pro-Consumer and Pro-Competitive Benefits,
Including for Small and Medium-Sized Businesses*

PHILADELPHIA and NEW YORK – (February 13, 2014) -- Comcast Corporation (Nasdaq: CMCSA, CMCSK) and Time Warner Cable (NYSE: TWC) today announced that their Boards of Directors have approved a definitive agreement for Time Warner Cable to merge with Comcast. The agreement is a friendly, stock-for-stock transaction in which Comcast will acquire 100 percent of Time Warner Cable's 284.9 million shares outstanding for shares of CMCSA amounting to approximately \$45.2 billion in equity value. Each Time Warner Cable share will be exchanged for 2.875 shares of CMCSA, equal to Time Warner Cable shareholders owning approximately 23 percent of Comcast's common stock, with a value to Time Warner Cable shareholders of approximately \$158.82 per share based on the last closing price of Comcast shares. The transaction will generate approximately \$1.5 billion in operating efficiencies and will be accretive to Comcast's free cash flow per share while preserving balance sheet strength. The merger will also be tax free to Time Warner Cable shareholders.

This transaction will create a leading technology and innovation company, differentiated by its ability to deliver ground-breaking products on a superior network while leveraging a national platform to create operating efficiencies and economies of scale.

"The combination of Time Warner Cable and Comcast creates an exciting opportunity for our company, for our customers, and for our shareholders," said Brian L. Roberts, Chairman and Chief Executive Officer, Comcast Corporation. "In addition to creating a world-class company, this is a compelling financial and strategic transaction for our shareholders. Also, it is our intention to expand our buyback program by an additional \$10 billion at the close of the transaction. We believe there are meaningful operational efficiencies and the adjusted purchase multiple is approximately 6.7x Operating Cash Flow. This transaction will be accretive and will yield many synergies and benefits in the years ahead. Rob Marcus and his team have created a pure-play cable company that, combined with Comcast, has the foundation for future growth. We are looking forward to working with his team as we bring our companies together to deliver the most innovative products and services and a superior customer experience within the highly competitive and dynamic marketplace in which we operate."

"This combination creates a company that delivers maximum value for our shareholders, enormous opportunities for our employees and a superior experience for our customers," said Robert D. Marcus, Chairman and CEO of Time Warner Cable. "Comcast and Time Warner Cable have been the leaders in all of the industry's most important innovations of the last 25 years and this merger will accelerate the pace of that innovation. Brian Roberts, Neil Smit, Michael Angelakis and the Comcast management team have built an industry-leading platform and innovative products and services, and we're excited to be part of delivering all of the possibilities of cable's superior broadband networks to more American consumers."

The new cable company, which will be led by President and CEO Neil Smit, will generate multiple pro-consumer and pro-competitive benefits, including an accelerated deployment of existing and new innovative products and services for millions of customers. Comcast's subscribers today have access to the most comprehensive video experience, including the cloud-based X1 Entertainment Operating System, plus 50,000 video on demand choices on television, 300,000 plus streaming choices on XfinityTV.com, Xfinity TV mobile apps that offer 35 live streaming channels plus the ability to download to watch offline later, and the newly launched X1 cloud DVR. Comcast is also a technology leader in broadband and has increased Internet speeds 12 times in the past 12 years across its entire footprint.

-more-

Time Warner Cable owns cable systems located in key geographic areas, including New York City, Southern California, Texas, the Carolinas, Ohio, and Wisconsin. Time Warner Cable will combine its unique products and services with Comcast's, including StartOver, which allows customers to restart a live program in progress to the beginning, and LookBack, which allows customers to watch programs up to three days after they air live, all without a DVR. Time Warner Cable also has been a leader in the deployment of community Wi-Fi, and will combine its more than 30,000 hotspots, primarily in Los Angeles and New York City, and its in-home management system, IntelligentHome, with Comcast's offerings.

Through this merger, more American consumers will benefit from technological innovations, including a superior video experience, higher broadband speeds, and the fastest in-home Wi-Fi. The transaction also will generate significant cost savings and other efficiencies. American businesses will benefit from a broader platform, and the Company will be better able to offer advanced services like high-performance point-to-point and multi-point Ethernet services and cloud-based managed services to enterprises. Additionally, the transaction will combine complementary advertising platforms and channels and allow Comcast to offer broader and more valuable packages to national advertisers.

Through the merger, Comcast will acquire Time Warner Cable's approximately 11 million managed subscribers. In order to reduce competitive concerns, Comcast is prepared to divest systems serving approximately 3 million managed subscribers. As such, Comcast will, through the acquisition and management of Time Warner Cable systems, net approximately 8 million managed subscribers in this transaction. This will bring Comcast's managed subscriber total to approximately 30 million. Following the transaction, Comcast's share of managed subscribers will remain below 30 percent of the total number of MVPD subscribers in the U.S. and will be essentially equivalent to Comcast Cable's subscriber share after its completion of both the 2002 AT&T Broadband transaction and the 2006 Adelphia transaction.

The companies said the merger agreement between Comcast and Time Warner Cable is subject to shareholder approval at both companies and regulatory review and other customary conditions and is expected to close by the end of 2014.

J.P. Morgan, Paul J. Taubman, and Barclays Plc acted as financial advisors to Comcast and Davis Polk & Wardwell LLP and Willkie Farr & Gallagher LLP are its legal advisors. Morgan Stanley, Allen & Company, Citigroup and Centerview Partners are financial advisors to Time Warner Cable and its Board of Directors, and Paul, Weiss, Rifkind, Wharton & Garrison LLP and Skadden, Arps, Slate, Meagher & Flom LLP are legal advisors.

Teleconference and Webcast for Financial Community

Comcast and Time Warner Cable will host a conference call with the financial community on Thursday, February 13, 2014, at 8:30 a.m. Eastern Time (ET) to discuss this announcement. The conference call will be broadcast live via the companies' Investor Relations websites at www.cmcsa.com and www.twc.com/investors. Those interested in participating via telephone should dial (800) 263-8495 with the conference ID number 22627319. A replay of the call will be available starting at 12:30 p.m. ET on February 13, 2014, on the companies' Investor Relations websites or by telephone. To access the telephone replay, dial (855) 859-2056 with the conference ID number 22627319.

Teleconference for Journalists

Comcast and Time Warner Cable will also host a conference call with journalists on Thursday, February 13, 2014, at 9:45 a.m. Eastern Time (ET) to discuss this announcement. Journalists interested in participating in the call should dial (888) 290-8622 with the conference ID number 29882449. A replay of the call will be available starting at 1:30 PM (ET) on February 13, 2014. To access the telephone replay, dial (800) 585-8367 with the conference ID number 29882449.

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About Comcast Corporation

Comcast Corporation (Nasdaq: CMCSA, CMCSK) is a global media and technology company with two primary businesses, Comcast Cable and NBCUniversal. Comcast Cable is the nation's largest video, high-speed Internet and phone provider to residential customers under the XFINITY brand and also provides these services to businesses. NBCUniversal operates 30 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.

About Time Warner Cable

Time Warner Cable Inc. (NYSE:TWC) is among the largest providers of video, high-speed data and voice services in the United States, connecting 15 million customers to entertainment, information and each other. Time Warner Cable Business Class offers data, video and voice services to businesses of all sizes, cell tower backhaul services to wireless carriers and enterprise-class, cloud-enabled hosting, managed applications and services. Time Warner Cable Media, the advertising arm of Time Warner Cable, offers national, regional and local companies innovative advertising solutions. More information about the services of Time Warner Cable is available at www.twc.com, www.twcbc.com and www.twcmedia.com.

###

Media Contacts

Comcast:

D'Arcy Rudnay, (215) 286-8582
John Demming, (215) 286-8011

Time Warner Cable:

Ellen East, (212) 364-8228
Susan Leepson, (212) 364-8281
Bobby Amirshahi, (212) 364-8292

Investor Contacts

Comcast:

Jason S. Armstrong, (215) 286-7972
Jane B. Kearns, (215) 286-4794

Time Warner Cable:

Tom Robey, (212) 364-8218
Laraine Mancini, (212) 364-8202

Important Information For Investors And Shareholders

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PRO-CONSUMER, PRO-COMPETITIVE, APPROVABLE

COMCAST AND TIME WARNER CABLE TRANSACTION FACT SHEET

Deal Structure

- Comcast and Time Warner Cable have reached a friendly agreement pursuant to which Comcast will merge with Time Warner Cable and acquire its approximately 11 million managed subscribers. In order to reduce competitive concerns, Comcast is prepared to divest systems serving approximately 3 million managed subscribers. In addition, Comcast will acquire DukeNet Communications and Time Warner Cable's two regional sports networks in Los Angeles, its 26.8% stake of Sterling Entertainment Enterprises, LLC (doing business as SportsNet New York), and its 52 news and local programming channels, including Time Warner Cable News NY1 in New York City. Comcast will acquire these assets in a stock for stock transaction in which Comcast will acquire 100 percent of Time Warner Cable's 284.9 million shares outstanding for shares of CMCSA amounting to approximately \$45.2 billion in equity value.
- This transaction will create a world-class technology and media company, differentiated by its ability to deliver ground-breaking products on a superior network while leveraging a national platform to create operating efficiencies and economies of scale. The exciting, pro-consumer benefits of creating this new company are what led Time Warner Cable and Comcast to enter into discussions, and what led shareholders of both companies to encourage this combination. This transaction is, and will be determined to be, pro-consumer, pro-competitive, strongly in the public interest, and approvable.
- Post divestiture, Comcast will, through the acquisition and management of Time Warner Cable systems, net approximately 8 million managed subscribers in this transaction. This will bring Comcast's managed subscriber total to approximately 30 million. Following the transaction, Comcast's share of managed subscribers will remain below 30 percent of the total number of MVPD subscribers in the U.S. and will be essentially equivalent to Comcast Cable's subscriber share after its completion of both the 2002 AT&T Broadband transaction and the 2006 Adelphia transaction.

Combination Advantages

- **Deployment and Development of Advanced Services:** This transaction will result in the accelerated deployment of Comcast's advanced technology and the development of new and innovative products and services. Comcast's subscribers today have access to the most comprehensive video experience, no matter how or where they want to watch their favorite content. Subscribers to Time Warner Cable will benefit from Comcast's best-in-class technology and services, such as the X1 Entertainment Operating System and Comcast's VOD platform which provides 50,000 choices on TV and averages 400 million views each month (32 billion views since VOD's 2003 launch). Comcast also offers 300,000 plus streaming choices on XfinityTV.com, and Xfinity TV mobile apps that offer 35 live streaming channels plus the ability to download to watch offline later. Time Warner Cable subscribers will also benefit from Comcast's newly launched X1 DVR, which enables customers to watch their entire TV channel lineup and DVR recordings on mobile devices in the home, and download recorded content to take on-the-go. These subscribers will also benefit from higher broadband speeds and the fastest in-home Wi-Fi, as well as from improved reliability of service. Comcast has been laser focused on improving customer service and the customer experience and has become the industry leader in service reliability.

- **Benefits of Scale:** The transaction will generate significant cost savings and other efficiencies, which will ultimately benefit customers. Scale enables better customer experiences as demonstrated by Comcast. Comcast's scale has enabled the company to create industry leading products like the X1 Entertainment Operating System, increased Internet speeds, comprehensive communications and digital phone products and features, and home management. The national scale created by this merger will improve Comcast's ability to compete against its national competitors like DirecTV and DISH, as well as telcos like Verizon and AT&T.
- **Broadband Market Benefits:** Comcast is a technology leader in broadband and customers will benefit from its commitment to invest in its high-speed data services. Comcast has increased Internet speeds 12 times in the past 12 years across its entire footprint, and led the industry in the deployment of DOCSIS 3.0. Additionally, Comcast has invested tens of billions of dollars in its network and continues to invest in it, which will bring more deployment, more adoption, and more competition to the broadband market. Comcast will be investing hundreds of millions of dollars annually to improve Time Warner Cable's networks, which will bring significant benefits to Time Warner Cable customers, including higher speeds and greater reliability. According to the FCC and industry sources, Comcast's broadband speeds are consistently higher than Time Warner Cable's. Comcast offers speeds of up to 505 mbps in the Northeast and up to 105 mbps nationally. Time Warner Cable offers up to 50 mbps in most locations and up to 100 mbps in select areas.
- **Benefits for Enterprise Customers:** This transaction will allow Comcast increased ability to offer advanced services, like high-performance point-to-point and multi-point Ethernet services with the capacity to deliver cloud computing, to small and medium-size businesses, as well as backhaul services to wireless carriers. In addition, Comcast will be able to bring to Time Warner Cable business customers enhancements to their package of services that Time Warner Cable does not offer (*e.g.*, hosted voice). Many of the cable systems being acquired by Comcast "fill-in" gaps in our existing service area and add service areas in New York City and Los Angeles. This transaction will be particularly meaningful to super regional businesses (in the NYC, LA, and other markets) with facilities or offices that span both the Comcast and Time Warner footprint. Until now, these regional businesses have not been able to benefit from seamless products and services and previously may have had two accounts. This transaction will provide many operational and cost efficiencies to these businesses. The new additional markets will also allow for synergies and enhanced investment returns, thereby promoting further development of these competitive services.
- **Benefits in Advertising:** The transaction will combine complementary advertising platforms and channels and allow Comcast to offer broader and more valuable packages to advertisers. This is especially true in the very competitive and uniquely important New York advertising market. By having additional cable systems in additional markets, Comcast would be a more formidable competitor to national advertising outlets, like national cable networks, online ads, satellite operators, etc.
- **Competitive Benefits:** This transaction would lead to the creation of a leading technology and innovation company that will provide exciting consumer benefits and sufficient scale to improve competition between Comcast and more national competitors and in the business and advertising markets. Comcast and Time Warner Cable *do not compete* to serve customers – either for video, high-speed Internet, or voice services. Instead, they serve distinct geographic footprints. This absence of horizontal overlap in local markets means that the transaction will not harm competition or reduce consumers' choice *in any way*. And, there will be no impact on the competitiveness of other MVPDs, including DirecTV, DISH, Verizon, AT&T, and other cable companies, because they will still be competing with the same number of competitors in each market in which they operate.

Financially Accretive

- The agreement is a friendly, stock-for-stock transaction in which Comcast will acquire 100 percent of Time Warner Cable's 284.9 million shares outstanding for shares of CMCSA amounting to approximately \$45.2 billion in equity value.

- Each Time Warner Cable share will be exchanged for 2.875 shares of CMCSA, equal to Time Warner Cable shareholders owning approximately 23 percent of Comcast's common stock, with a value to Time Warner Cable shareholders of approximately \$158.82 per share based on the last closing price of Comcast shares.
- The transaction will be accretive to free cash flow per share beginning in year one while preserving balance sheet strength.
- Meaningful operating efficiencies beginning in year one. Run-rate synergies will be roughly \$1.5 billion in operating expenditures and \$400 million in capital expenditures. Target for realizing full synergy impact is three years from closing but we believe it will be front loaded with 50% in year one.
- The merger will be tax free to Time Warner Cable shareholders.

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CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**OLD
BUSINESS**

Kristi Schaeding

From: Deborah Guthrie
Sent: Friday, February 21, 2014 1:36 PM
To: Kiyak, Tunga; Benenson, Walter (benenson@msu.edu); brianseipel@comcast.net; Crowley, Patrick (pcrowley@crowleylegal.com); Lathrop, Andrew (andrewjlathrop@gmail.com); Styka, Ron (ronstyka@gmail.com)
Cc: Kristi Schaeding
Subject: RE: Community Needs Assesment

Tunga, I spoke with the Buske group people yesterday and the rough estimate was \$50,000 which included the technical audit, franchise fee audit, and community needs assessment. I am in contact with other companies currently and will provide as full of a report as possible on Wednesday evening at the regular meeting.

In our previous audit, we retained the

From: Kiyak, Tunga [mailto:kiyaktun@broad.msu.edu]
Sent: Thursday, February 20, 2014 2:53 PM
To: Deborah Guthrie; Benenson, Walter (benenson@msu.edu); brianseipel@comcast.net; Crowley, Patrick (pcrowley@crowleylegal.com); Lathrop, Andrew (andrewjlathrop@gmail.com); Styka, Ron (ronstyka@gmail.com)
Subject: RE: Community Needs Assesment

Thank you Deborah!

Even though your email caused me to completely get side-tracked from my work for the last hour and instead to watch the video and browse the site; I have to say it was very insightful and beneficial. If the other commissioners have time, I would recommend watching it. Also of benefit is the following document from their website:

http://www.buskegroup.com/Conducting_a_Community_Needs_Assessment.pdf

Here are my observations and thoughts from what I saw:

- 1) I've given up on my line inquiry about whether we can do this ourselves. If need be I'm confident we can, but I don't think that's in the best interest of the Township. Several times in the presentation the group talks about what type of inquiry is consistent with the law and where there is negotiation space. So, I think we could certainly benefit from the experience of a firm like Buske Group.
- 2) There are synergies to be gained from having the technical audit and the needs assessment done by the same company. Their technical audit included talking to users of the I-Net, the cable drop locations, and examining the PEG facilities and production equipment. It seemed to me that their findings from the survey and the technical audit fed into each other several times and they came up with better recommendations through the combination of their findings from both.
- 3) For the same reason, I'm not sure IPPSR is a good alternative anymore. I don't doubt their surveying capacity, but having an outfit experienced in doing Cable Franchise Needs Assessment and franchise agreement negotiations will yield more productive results from this effort.
- 4) An interesting observation was that they did NOT use phone surveys. They did a web survey, but had paper surveys as an alternative for the older generation and non-internet users.
- 5) Having said all of that, I have to say there was nothing too unexpected in the results provided in that Powerpoint presentation. The survey results were mostly where we predict people would be. Two thirds of the people subscribe to cable, of those two thirds have HD packages. About half of the people that have an HD package,

rarely watch anything non-HD (this includes me). So, if the PEG channels are not in HD, you miss about 20-25 percent of your community directly. Similarly, about 60 percent of cable users use the program guide to find what programs to watch. So, if you programs are not listed in the program guide, you miss out on a large majority of these users.

- 6) One interesting recommendation they had was to negotiate for a PEG promotion package, so that Comcast would include a certain number of free public service announcements each month to promote the PEG channels. So, if you were watching ESPN or CNN, once in a while you would come across a PSA for the PEG channel. I thought this was a good way to increase awareness and get people to tune in.

Deborah, did you get a sense of how much City of Eagan paid Buske Group for the job? At least how many zeros did it involve? It would be nice to see if we can afford that.

Here is my recommendation, that we can discuss in more detail next week if necessary:

- 1) That we open up an RFP for a needs assessment / technical audit. A good, detailed sample RFP is available from the city of Fort Collins is available at:
<http://citydocs.fcgov.com/?cmd=convert&vid=10&docid=2123691&dt=RFP>
- 2) Invite a number of groups, similar to and including Buske Group to submit a proposal. A few other companies I found that seem to provide similar services (and are located in or have done work in the Midwest) include:
 - a. Municipal Services Associates - <http://www.msatelecom.com/>
 - b. CBG Communications - <http://www.cbgcommunications.com/>
 - c. TeleDimensions - <http://www.teledimensionspublicsector.com/>

Tunga

--

Tunga Kiyak, Ph.D.
Managing Director
Academy of International Business

From: Deborah Guthrie [mailto:Guthrie@meridian.mi.us]

Sent: February 20, 2014 13:16

To: Benenson, Walter (benenson@msu.edu); brianseipel@comcast.net; Crowley, Patrick (pcrowley@crowleylegal.com); Kiyak, Tunga; Lathrop, Andrew (andrewjlathrop@gmail.com); Styka, Ron (ronstyka@gmail.com)

Subject: Community Needs Assesment

At the Community Needs Special Committee meeting last night, we discussed the different categories of information the committee members felt we should gather, some of the questions we thought were necessary to ask, and the possibility of hiring a an outside consultant firm conduct a needs assessment vs. the commission.

From that, I spoke with the City of Eagon who hired the consultant Buske Group consulting firm. This is a national firm who has conducted several studies with PEG centers and communities across the country. I have actually attended some of their webinars and presentations at conferences. They are one of the more reputable companies who conduct needs assessments for communities.

I would recommend watching the findings of the cable needs assessment & next steps provided by the Buske Group to the City of Eagon. This is an example of how a consulting firm can give a presentation on findings to the commission and/or the board. To get to the right portion of the video for the presentation, select the findings needs assessment from the agenda on the right of the video.

Please let me know if you have any questions or comments. Thanks, Deborah

Timeline of Meridian Township Renewal Process:

Comcast Franchise Renewal Process Started: September 12, 2012 request from Comcast

Franchise Fee Audits:

\$26,600 was budgeted for 2014 to conduct a franchise fee audit for Comcast and AT&T. Meridian entered a joint audit AT&T audit with 11 other communities. The cost for a franchise fee audit of Comcast could significantly be reduced if conducting a joint audit.

AT&T Franchise Fee Review Audit: January 2014 as a result of an AT&T letter regarding calculation of Franchise fees and PEG fees.

Cost: \$5,400.91 joint audit amongst 12 communities

Comcast Franchise Fee Review: January 2014

Cost: 1 year audit estimate \$12,000
2 year audit estimate \$20,000
5 year audit estimate \$28,000 (if allowable)

Technical Review Audits:

Comcast and AT&T Technical Review: June 2013

Budget: \$15,000

Community Needs Assessment:

Notes: The Cable Communications Commission needs to decide on whether they wish to seek RFPs for cost estimates including the scope. The Commission has created a Special Committee to develop a community needs survey.

Expiration of Comcast Franchise: July 2015 July 2020

Expiration of AT&T Franchise: October 2023

Video Service Franchises and the Refranchising Process at-a-glance

Video Service Franchises in Meridian Township:

AT&T Uverse

- Length of Franchise: 15 years
- Effective Date: October 8, 2008
- Expiration Date: 2023

Comcast

- Length of Franchise: 15 or 20 w/ automatic extension upon fiber cable system upgrade
- Effective Date: July 31, 2005
- Expiration Date: July 31, 2015 or July 31, 2020 pending written agreement w/ Comcast

Notes: The video service franchising process is due diligence process to service the needs of the residents in the township.

Overview:

Video Service franchising is a process required through federal law that allows municipalities to protect their cable needs and interests. Through franchising, municipalities are allowed to identify requirements for cable system capacity, functionality and customer service. Municipalities are also permitted to require operators to provide the same PEG channel capacity as required prior to the uniform agreement.

Renewal Process:

- Establish written agreement with Comcast regarding franchise expiration date
- Conduct Community Needs Assessment and performance review as required under federal law
- Conduct a compliance report on calculation of franchise, PEG fees, and financial condition
- Conduct a technical audit of the video service systems.

ELEMENTS OF A COMMUNITY NEEDS ASSESSMENT

A community needs assessment of the residents, organizations, institutions, and businesses in a franchise area is conducted to identify their current levels of usage of and satisfaction with the cable service provider (including the company's handling of customer service matters, commercial programming offerings, the technical quality of the cable system, and other relevant subjects), their interest in and awareness of community uses of cable, and an analysis of PEG access (and the Institutional Network ["I-Net"], if applicable) matters. Attitudes about possible future usage of a variety of new cable communication services is explored.

The scope of work of a community needs assessment includes a variety of information-gathering techniques. Using multiple information-gathering techniques is the most effective way to assure that: (1) the needs assessment reflects input from a broad cross-section of the community; (2) a more in-depth level of research regarding needs and interests is conducted; and (3) *informed* opinions are obtained. This is of particular importance when dealing with issues regarding new technologies. The information-gathering techniques include:

- Focus group sessions
- Meetings with stakeholders
- A telephone survey
- An on-line survey (and a separate on-line survey of current and potential I-Net users, if applicable)
- An inspection and evaluation of current PEG access facilities, equipment and services
- Preparation and presentation of reports that document findings and provide recommendations

1. Focus Group Sessions

Focus group sessions are typically organized by defined constituencies (e.g., government agencies, educators, community organizations, arts/culture organizations, faith-based groups, business representatives). Before focus group sessions are held, the consultant would meet with representatives of the franchising authority to determine the makeup of the sessions; discuss how they can be promoted to local residents, organizations, and stakeholders; and identify the logistical support that will be needed (e.g., reserve suitable meeting places, provide refreshments, etc.).

The focus group sessions include an overview of the cable and PEG access experience, emphasizing developments most pertinent to the participants and the experiences of similar organizations throughout the U.S. Current and developing governmental regulatory policies relating to cable and PEG access are summarized as needed. An opportunity for questions is provided.

Following the introductory informational segment of the focus group sessions, a guided brainstorming process allows participants to clarify their thinking on the uses of the cable communication system that they would most like to see maintained, or made possible, through the franchise renewal process; identify issues regarding the cable service provider's past performance; determine the PEG access and I-Net resources and services that they would most like to see maintained; and offer their opinions about the desirability of a variety of potential PEG access and I-Net resources and services that could be provided in the future through the franchise renewal process.

Participants complete the focus group session by filling out a questionnaire designed to identify existing problems with the delivery of cable services, and gather information regarding a wide variety of concerns and user needs that the franchising authority may seek to fulfill in the renewal process. In addition, participants are asked a series of questions regarding cable-related community needs and interests, including:

- a. their awareness, level of understanding and evaluation of the cable system and PEG access channels as community resources;
- b. their level of interest in seeing various types of local programs that could be provided on the PEG access channels in the future;
- c. the degree to which they currently watch the PEG access channels;
- d. their level of satisfaction with the availability, condition and capabilities of the production equipment and/or services available for PEG access within the franchise area;
- e. their suggestions regarding what could be done in the future to encourage greater participation in the production of local community programs; and
- f. their thoughts regarding the interactive potential of cable and new technologies to serve community communication needs.

These structured focus group sessions help to assure that each participant's expression of needs, interests and concerns is well-informed. The information gathered during these sessions complement the data obtained through meetings and the telephone and on-line surveys, described below.

2. *Meetings with Stakeholders*

Franchising authority staff would identify representatives of area organizations, institutions, and interest groups that use the PEG access and I-Net resources and services, to participate in one of several in-person meetings (up to five people per group), to explore issues in a more in-depth fashion than is possible in focus groups. The purpose of these meetings would be to ascertain the degree to which they are satisfied with the PEG access/I-Net facilities, equipment and services, and obtain their ideas -- drawn from their direct experience -- regarding desired improvements to these community resources.

3. *Telephone Survey*

A community needs assessment should include an opportunity for cable subscribers (viewers) to provide input. For such input to be most worthwhile, it must be obtained in a scientific manner. Therefore, a telephone survey of cable subscribers is recommended.

A scientific telephone survey of 400 subscribers in the franchise area would be conducted, using randomly selected phone numbers. A 400-respondent survey sample has a $\pm 5\%$ sampling error at a 95% confidence level. This means that in 95 out of 100 cases, the results of surveying the sample group is within 5% of the result that would be obtained by surveying all cable TV subscribers in the franchise area.

Respondents would be asked a series of straightforward questions about the cable service provider's current programming and customer service practices, awareness and viewership of the PEG access channels and specific programs, signal quality, their awareness of the opportunities to participate in the production of PEG access programming, their perception of the importance and value of PEG access programming, and other related matters.

A survey instrument would be prepared for the review and input of the franchising authority staff prior to testing and fielding of the telephone survey.

A separate report documenting the telephone survey findings would be prepared and provided.

4. On-Line Survey(s)

Working closely with franchising authority staff, the consultant would prepare an interactive survey questionnaire to be conducted via the Internet -- designed for all residents and representatives of organizations within the franchise area. An optional survey could also be designed for current and potential I-Net users (if applicable).

The community on-line survey provides another mechanism for the public (especially those not able to attend a focus group session) to provide input to the franchise renewal process. Links to the community on-line survey could be posted on websites of the franchising authority, local PEG Access entities, schools, etc. Active outreach via email blasts and website posts to the public and PEG access community partners helps to ensure that responses are obtained from as many residents as possible through this aspect of the community needs assessment.

The community on-line survey would include the areas covered in the focus group questionnaires (e.g., the company's delivery of cable services, signal quality, awareness and viewing of the PEG access channels and specific programs, etc.). This survey would also be designed to direct current PEG access producers to a set of questions that only they will be asked to answer.

The community on-line survey would be made available on the Internet for responses to be provided by participants for a specified period (e.g., 30 days), after which the data would be downloaded and analyzed by the consultant.

An optional on-line survey questionnaire could be prepared for existing and potential I-Net users -- as identified by the franchising authority -- who are affiliated with designated organizations and institutions throughout the franchise area. Only these identified individuals would be emailed a link to this on-line survey and be invited to participate in it.

The I-Net on-line survey would focus on users' operational experience with the I-Net and the applications that are (or could be) supported by it, including data networking, security, distance learning, traffic management, video conferencing, voice information systems, and other applications. Respondents could provide needed feedback regarding their experience with the existing I-Net, identify specific capabilities that might be addressed by an upgrade to the I-Net as a result of franchise renewal negotiations, and provide insight regarding the need for additional I-Net locations as well as training with respect to existing capabilities of the I-Net.

5. Evaluation of PEG Access Facilities, Equipment and Services

An important element of the community needs assessment is a review of the current PEG access resources and services in the franchise area. Information would be gathered to determine the degree to which the franchisee complies with any PEG access obligations in its current franchise agreement.

Next, an evaluation of the current PEG access facilities, equipment and services would be conducted, with an eye towards the development of findings on future PEG-related facilities and equipment needs. Information-gathering techniques include:

a. *Review of Equipment Inventory.* Equipment inventory questionnaires would be completed by the PEG Access staff. The questionnaires would attempt to identify each significant item of production equipment at the PEG access facilities, the year it was purchased, and its current condition, to enable the identification of items that appear to be the most likely candidates for initial replacement. The equipment inventory would include items that are used for training, field and studio production, post-production, programming, playback, and technical support.

b. *On-Site Inspection of Production and Playback Facilities and Equipment.* An on-site inspection of the PEG access facilities and equipment would be conducted, with special attention given to items listed in the equipment inventory questionnaire that had been identified by the consultant as being of particular concern.

c. *Analysis of Existing Services and Activities.* Another questionnaire to be completed by the PEG Access staff would seek information about the community media services offered, funding levels and sources, expenditures by category, original programming figures, equipment usage, etc. The current PEG operations, services, outreach, promotional activities would be reviewed and compared to the future community needs of the franchise area as identified through the focus group sessions, meetings, and surveys.

d. *Interviews and Meetings with the Franchising Authority and PEG Access Staff.* Meetings with these staff would be conducted to obtain their comments and concerns, to be carefully considered in the development of the consultant's findings regarding the current capabilities of the PEG access facilities and equipment and the programming and services provided. This input would influence recommendations regarding funding that might be sought through the franchise renewal process, to improve the existing PEG access resources and services.

6. Information Analysis, Reports and Presentations

The community needs assessment would conclude with the preparation and submission of written reports, which compile and analyze all input gathered through the: (a) focus group sessions; (b) meetings with stakeholders; (c) telephone survey; (d) community on-line survey; (e) optional I-Net on-line survey; and (e) evaluation of the current PEG access facilities, equipment and services. A separate, detailed report of the telephone survey results would be provided.

The Needs Assessment Report would detail all findings and provide recommendations for the future with respect to the cable distribution plant, subscriber services and customer satisfaction, and PEG Access concerns. The recommendations would also address current strengths and potential upgrades to the PEG access facilities and equipment packages (including estimated costs for such upgrades), and suggest new activities and services for consideration.

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**NEW
BUSINESS**

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**COMPLAINTS/
COMPLIMENTS**



November 22, 2013

Katherine Becsey, for Wolverine Pipe Line Company
Account Coordinator
Marketing Resource Group
225 S. Washington Square
Lansing, MI 48933
517-372-4400
katherineb@mrgmi.com

Dear Deborah:

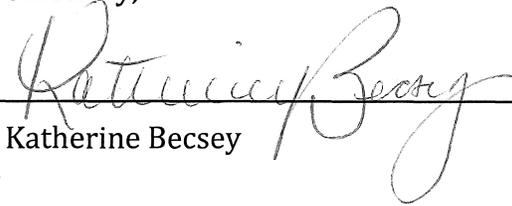
On behalf of Wolverine Pipe Line and Marketing Resource Group, I want to sincerely thank you again for participating in our focus group regarding Wolverine's annual brochure mailings.

Your feedback is greatly appreciated, and is crucial for Wolverine. Your opinions, thoughts and comments will guide our edits to the brochure mailers. Additionally, federal regulations require Wolverine to seek feedback in order to continually improve public outreach efforts.

I cannot thank you enough for your generosity and willingness to help us improve one of Wolverine's public awareness tools. I hope the session was helpful to you as well.

Thank you again for your time and focus during our session. If you have any questions regarding Wolverine Pipe Line Company, please do not hesitate to contact me directly.

Sincerely,


Katherine Becsey

Thank you again!

Deborah Guthrie

From: Joy Thrun <joy@classictravelusa.com>
Sent: Monday, December 09, 2013 6:31 PM
To: Deborah Guthrie; jhanson66@comcast.net
Subject: Thanks!!!

Thanks Julie for thinking of me this morning!

I appreciated you suggesting Deborah call me for travel advice.
The shout out was awesome!
AND YES Deborah call or email I am happy to help.

Happy Holiday ladies!

Happy holidays! Browse our [travel store](#) and [gift catalog](#) for your one stop holiday shopping.

Joy Thrun
Classic Travel Owner/President
4767 Okemos Road
Okemos, Michigan 48864
Phone: (517) 349-6200, Toll Free: (800) 643-3449, Fax: (517) 349-6656



Individual Video Provider Customer Intakes

Complaint Number 2014-001

Date 1/7/2014

Name Stacey Porritt

Street Address 9890 Coleman Road

City / Zip Haslett 48840-

Work Phone **Ext**

Cell Phone

Home Phone (517) 896-7798

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 On January 7th, Ms. Porritt contacted Communications Director Deborah Guthrie via Facebook regarding a Comcast complaint. She stated that she was on hold with a customer service representative for 2 1/2 hours. At the time of the complaint on January 7th, her cable had been out for four hours. Ms. Porritt would like the cable fixed and retroactive payments made to the account since the outage. She would like someone to contact her about this and resolve the matter.

Problem Before? No **Ongoing** **MPSC Information** **MakeCableBetter.org**
Assigned Staff Communications Director Deborah Guthrie **Given** **Information Given**

Staff Response On January 8, 2014, Communications Director Deborah Guthrie sent Ms. Porritt's information to Senior Manager, Government Affairs John Gardner at Comcast via email.

Resolution On January 8, 2014, Gardner replied via email that he will have their customer care specialist reach out to her.

Individual Video Provider Customer Intakes

Complaint Number 2014-002

Date 1/9/2014

Name Angie Wilson

Street Address 5151 Marsh Road

City / Zip Okemos 48864-

Work Phone Ext

Cell Phone

Home Phone (517) 898-1373

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 On January 9th, Meridian Township Trustee Angie Wilson emailed Communications Director Deborah Guthrie regarding a resident with a complaint and she wrote:

"The reason I am writing is because a resident, actually another Mom from my daughter's school, wrote to me about the Comcast increase starting this year, but even more upsetting to her is the new charge for the DTA device they need to get basic cable signals(see below). I have to admit I don't pay much attention to my bill so this wasn't on my radar as a customer, but can you give me any information about the new charge? Is it true that apartment residents are eligible to receive up to 3 free devices while homeowners are only eligible for one? If this is the case, is there anything the township can do to request that Comcast treat all our residents equally? Anything I can do as an elected official with Comcast I will do. This isn't a priority question so please don't drop anything pressing to get an answer to me. I will be out of town next week so I won't be answering back to Tracy until after I get back. Since she sent the email to me during the weather events, I have already told her I will look into it after we get through the ice and snow storm aftermath."

The following is the email from Tracy (resident):

"I'm not sure if the Comcast contract is on your radar, but, I just wanted to voice my dissatisfaction. In addition to the rate increases effective Jan. 1, they just began charging us for "DTA" - the adapters that are REQUIRED to receive their basic service. I was told I could have one cable outlet for free - unless I lived in an apartment. Apartment dwellers are eligible for 3, I was told. I find this absurd. Why should I receive less service than an apartment dweller?"

We used to be able to just plug into the wall, run cables to different parts of the house, etc. The switch from analog service to digital service (2 years ago?) necessitated the use of the DTA. I feel that these should be provided. Every few months, I notice this charge of \$2/mo per adapter and call to get it removed - I just think it's unacceptable to charge for these. I'd take the analog service back on those TVs - but it is not available, of course. The DTA does not receive the same channels as the main TV, but without them, they receive nothing.

The history of price increases alone is upsetting and might drive me from them. But this is a question of access to programming."

Individual Video Provider Customer Intakes

Problem Before? No *Ongoing* *MPSC Information* *MakeCableBetter.org*
Assigned Staff Communications Director Deborah Guthrie *Given* *Information Given*

Staff Response On January 9, 2014, Communications Director Deborah Guthrie sent Ms. Wilson's information to Senior Manager, Government Affairs John Gardner at Comcast via email.

Resolution On January 9, 2014, Gardner replied via email that he was not aware of a difference. He said it would be helpful to know who provided the customer with the information (e.g. customer care or another customer). Gardner said he will look into it best I can, but the customer is only identified by their first name. On January 9, 2014, Guthrie replied via email to Gardner that she sent an email to Ms. Wilson requesting the customer to contact her.

Kristi Schaeding

From: Deborah Guthrie
Sent: Thursday, January 09, 2014 4:04 PM
To: Andrea Mantakounis; Brandie Yates; Bryan Reynolds; Kristi Schaeding; Lynn Meikle; Robert Gingerich-Jones
Subject: FW: Challenging weather events!

Brandie, job well done working with me on communicating the ice storm and snow storm during the holidays including Christmas and at all hours of the day and night. I really appreciate it and I've heard tons of compliments on our communications efforts.

Deborah

From: Frank Walsh
Sent: Thursday, January 09, 2014 12:14 PM
To: Marsha Madle
Subject: RE: Challenging weather events!

Marsha, I want to thank you for your kind words. Our TEAM did a great job and there is more work to be done. Also, thank you for leading our EDC.

Frank

Frank L. Walsh
Township Manager
Charter Township of Meridian
P: (517) 853-4254
F: (517) 853-4251

www.meridian.mi.us
www.facebook.com/MeridianTownship
www.twitter.com/Meridiantwp
www.myMeridian.net

From: Marsha Madle [<mailto:marsha.madle@gmail.com>]
Sent: Thursday, January 09, 2014 12:01 PM
To: Board
Cc: Frank Walsh
Subject: Challenging weather events!

Hello Township Board-

I want to personally thank each and everyone of you for your leadership during our recent weather related events. I also want to commend our Township Manager, Frank Walsh, for managing all the necessary logistics. The communication coming from Frank throughout the process was very important and reassured the community that all of you along with staff were working tirelessly to provide critical assistance. We knew we were not alone during this time.

I heard from those who live outside our township remark on what an amazing job Meridian Township was doing by providing the warming stations and keeping the lines of communication open. This too speaks well for all of you.

My sincerest thanks,
Marsha Madle

Marsha Madle
1373 Sebewaing Rd
Okemos, MI 48864

Individual Video Provider Customer Intakes

Complaint Number 2014-003

Date 1/21/2014

Name Suzzanne Bickert

Street Address 2291 Hamilton Road

City / Zip Okemos 48864-

Work Phone **Ext**

Cell Phone

Home Phone (517) 349-5163

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 On January 21, 2014, Ms. Bickett contacted Communications Director Deborah Guthrie via phone to complain about her Comcast service. She stated she is being billed for internet service and cable service. Ms. Bickett only wants to be billed for internet service. She said she spent an hour on the phone of which most of that time was on hold. She is upset that when she speaks with a Comcast representative they are located in a foreign country and she cannot understand what they are saying because of their heavy accent.

Ms. Bickert commented that she does not want to be charged for a service that she does not want. When Guthrie asked her if she could pay less for internet if it were bundled with cable, she stated that she only wants internet and that she only wants to pay for the service that she wants.

Ms. Bickert stated that she wants this resolved and she wants the issue of her internet cutting in and out resolved. She stated that she loses internet service several times per week and she would like it fixed.

She also had questions about the franchise agreement wondering why there are no other cable choices in Meridian Township. Guthrie explained to her that any video service provider that enters Meridian Township has to have a franchise agreement. She also explained to her that we have two video service providers and Comcast works with Meridian Township to make sure that their subscribers are satisfied. Guthrie further explained that most agreements do not have that service available to them.

Guthrie stated that she would email this to Comcast right away for someone to contact her and resolve her issues and to contact me by the end of the week if she was still not satisfied.

Problem Before? Yes **Ongoing** **MPSC Information** **MakeCableBetter.org**

Assigned Staff Communications Director Deborah Guthrie **Given** **Information Given**

Staff Response On January 21, 2014, Communications Director Deborah Guthrie sent Ms. Guthrie's information to Senior Manager, Government Affairs John Gardner at Comcast via email.

Resolution On January 21, 2014, Gardner replied via email that he will have their customer care specialist reach out to her.

Individual Video Provider Customer Intakes

Complaint Number 2014-004

Date 1/23/2014

Name Stephen Gebes

Street Address 5151 Marsh Road

City / Zip Okemos 48864-

Work Phone (517) 853-4222 **Ext**

Cell Phone

Home Phone

Email gebes@meridian.mi.us

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 On January 23, 2014, Mr. Gebes spoke to Communications Director Deborah Guthrie directly regarding a Comcast complaint. He spoke about a downed cable line in his neighbors yard since the spring of last year. He stated that his neighbor called Comcast about the line three times but nothing was resolved, so he gave up. Mr. Gebes personally coiled the cable up.

They would like the cable line fixed.

The address of the location for the downed line is: 47 West Sherwood Road, Okemos, MI. 48864.

Mr. Gebes also stated that he would hope the customer care representatives would give better service so that it would not get to the point of having to work with a Meridian Township employee to resolve the issue. Although he appreciates it and is glad it is there and that relationship exists between Meridian and Comcast, he would like issues resolved when calling customer service.

Guthrie expressed to him that she would forward his complaint to Comcast to put the cable back up.

Problem Before? Yes **Ongoing** **MPSC Information** **MakeCableBetter.org**
Assigned Staff Communications Director Deborah Guthrie **Given** **Information Given**

Staff Response On January 23, 2014, Communications Director Deborah Guthrie sent Mr. Gebes' information to Senior Manager, Government Affairs John Gardner at Comcast via email.

Resolution On January 23, 2014, Gardner replied via email that he would take care of this.

Kristi Schaeding

From: Deborah Guthrie
Sent: Thursday, February 06, 2014 1:30 PM
To: Kristi Schaeding
Subject: FW: Press Announcement this morning

From: The MARC [<mailto:marcmeridian@gmail.com>]
Sent: Thursday, February 06, 2014 12:55 PM
To: Deborah Guthrie
Subject: Press Announcement this morning

Hi Deb-

I want to personally thank you for the coverage at LEAP's Big Announcement this morning. Your reporter was the only one there. We appreciate all the PR you are providing for us. We are also appreciative of you sending a reporter to our Monday evening event.

I hope you can come yourself. Please let me know.

Thanks again,
Marsha

In Memoriam

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Edwin B. George, MD, PhD

President

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William Suminski

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Linda Grap

Peter Hasbrook

Suzanne Holguin, RN

Amy Jackson

Blake Johnson

Joseph Katulic

Nancy Knitter

Vincent Marino

Hon. Gail McKnight

Richard McKnight, Esq

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Frederic L. Marblestone

Kenneth G. Meade

Lee R. Miskowski

Ronald A. Sollish, Esq

Chief Executive Officer

Deborah M. Orloff,
RN, BSN, MPH



— 1983 Celebrating Our 30th Year 2013 —

February 7, 2014

Deborah Guthrie
HOM TV / CAM TV
5151 Marsh
Okemos, MI 48864

Dear Deborah:

On behalf of the Michigan Parkinson Foundation, I would like to express my sincere gratitude to you for your past MEDIA support of the "I Gave My Sole for Parkinson's" Walk-a-thons and 5K Runs. We are now in the process of planning our 5th annual event for 2014. This year, the events will be held on **Saturday, September 20, 2014 at Okemos High School on Jolly Road in Okemos**. We would like to extend an invitation to you to once again serve as not only a MEDIA sponsor but we are hoping you are available to Emcee our event again.

Attendance and excitement about this event has been growing each year. There were over 500 participants in 2013 and we are hoping to exceed the \$40,000 we made in 2013 to enable us to bring more programs and services to those affected by Parkinson's disease and their families in Michigan.

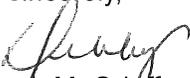
The Michigan Parkinson Foundation is a unique, independent organization which, for these past 30 years, has been the primary organization in Michigan to provide programs including the following:

- **financial assistance for medication and respite day care**
- **an information and referral service**
- **educational programs for people affected by PD and health professionals**
- **more than 55 affiliated support groups throughout Michigan**
- **the Bauer Research Award, which helps to fund studies conducted within the state of Michigan by researchers and students**

The Walk-a-thons are one of the ways the Michigan Parkinson Foundation engages the community to support those who need help the most, and also conveys the message that a healthy lifestyle of exercising is a must for the whole family... including children. Everyone can be involved.

Your ongoing commitment to the Michigan Parkinson Foundation is needed, valued and appreciated. I thank you in advance for considering the sponsor opportunities on the attached form, and we will follow up with you in the coming weeks to confirm your participation.

Most sincerely,


Deborah M. Orloff
Chief Executive Officer

We sincerely hope you will join us this year again. Thank you for considering us.

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

Kristi Schaeding

From: Deborah Guthrie
Sent: Wednesday, February 19, 2014 3:54 PM
To: Ned Jackson
Cc: bowlby@msu.edu; Frank Walsh; Rick Brown; Andrea Mantakounis; Brandie Yates; Darkus Beasley; Kristi Schaeding; Lynn Meikle; Robert Gingerich-Jones
Subject: RE: Presentations at Env. Comm. meetings - reaching a larger audience

No problem. Our social media team will share with the Green Meridian group as well. And you guys can share wherever you like. Thanks, Deborah

From: Ned Jackson [<mailto:jackson@chemistry.msu.edu>]
Sent: Wednesday, February 19, 2014 3:52 PM
To: Deborah Guthrie
Cc: bowlby@msu.edu; Frank Walsh; Rick Brown; Andrea Mantakounis; Brandie Yates; Darkus Beasley; Kristi Schaeding; Lynn Meikle; Robert Gingerich-Jones
Subject: Re: Presentations at Env. Comm. meetings - reaching a larger audience

Excellent! Many thanks to Neil, Rick, and Deborah! I hope that this step will increase the exposure and value of the hard work Rick, the speakers, and our commissioners put in to raise awareness of Township-relevant topics and resources.

Ned
Jackson@chemistry.msu.edu

On Feb 19, 2014, at 15:35, "Deborah Guthrie" <Guthrie@meridian.mi.us> wrote:

The Communications staff met today to discuss the feasibility and time commitment it would take to do this and we have determined that it will not be that time intensive. We are putting a plan in place to begin extracting that portion from the meetings and linking them to the Meridian Township Green Theme section of the website beginning with the next meeting and moving backwards as we can get to them.

When we do this, the HOMTV website will have a program section titled Green Theme Presentations and those will be linked next to the corresponding power point presentations.

Thank you for your inquiry and your suggestion. We greatly appreciate it. Please let me know if you have any questions. As always, we will market these when they are available through social media.

Thanks,

Deborah

Deborah Guthrie
Communications Director, Meridian Township
Executive Producer, HOMTV and CAMTV
www.linkedin.com/in/deborahguthrie
Guthrie@meridian.mi.us
517-853-4680

www.meridian.mi.us
www.facebook.com/MeridianTownship
www.twitter.com/Meridiantwp
<http://pinterest.com/meridiantwp/>
www.myMeridian.net

www.HOMTV.net
www.facebook.com/HOMTV
www.twitter.com/HOMTV
www.pinterest.com/HOMTV
www.instagram.com/HOMTV

www.facebook.com/CAMtvCapitalAreaMedia
www.twitter.com/CAMtv30and99

From: bowlby@msu.edu [mailto:bowlby@msu.edu]
Sent: Wednesday, February 19, 2014 5:36 AM
To: jackson@chemistry.msu.edu
Cc: Frank Walsh; Deborah Guthrie
Subject: Presentations at Env. Comm. meetings - reaching a larger audience

Hi Ned,

At last night's Board meeting, you expressed disappointment that more people didn't attend Environmental Commission meetings where special presentations were given. In an effort to better educate the public on environmental issues, perhaps it would be possible to work together with Deb Guthrie to excerpt the presentations from the meeting videos, repackage them as free-standing videos, and make them available on HOM-TV's Video on Demand section. They could be grouped together as a separate "topic" in the "Special Features" section.

Just a thought,

Best Regards,

Neil

Kristi Schaeding

From: Deborah Guthrie
Sent: Thursday, February 20, 2014 3:12 PM
To: Kristi Schaeding
Subject: FW: Presentations at Env. Comm. meetings - reaching a larger audience

From: Angie Wilson
Sent: Thursday, February 20, 2014 1:22 PM
To: Frank Walsh; Deborah Guthrie
Subject: RE: Presentations at Env. Comm. meetings - reaching a larger audience

Deb and Frank,

Thank you so much for putting in this extra effort. I look forward to promoting the presentations at the board meeting and social media.

Angie Wilson

Angie Wilson
Trustee, Meridian Township
5151 Marsh Rd.
Okemos, MI 48864
517-898-1373

From: Frank Walsh
Sent: Wednesday, February 19, 2014 3:39 PM
To: Board
Subject: FW: Presentations at Env. Comm. meetings - reaching a larger audience

FYI, a follow up to the issue raised last night by the Environmental Commission.

Frank

Frank L. Walsh
Township Manager
Charter Township of Meridian
P: (517) 853-4254
F: (517) 853-4251

www.meridian.mi.us
www.facebook.com/MeridianTownship
www.twitter.com/Meridiantwp
www.myMeridian.net

From: Deborah Guthrie
Sent: Wednesday, February 19, 2014 3:36 PM
To: bowlby@msu.edu; jackson@chemistry.msu.edu

Cc: Frank Walsh; Rick Brown; Andrea Mantakounis; Brandie Yates; Darkus Beasley; Kristi Schaeding; Lynn Meikle; Robert Gingerich-Jones

Subject: RE: Presentations at Env. Comm. meetings - reaching a larger audience

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Thank you for your inquiry and your suggestion. We greatly appreciate it. Please let me know if you have any questions. As always, we will market these when they are available through social media.

Thanks,

Deborah

Deborah Guthrie
Communications Director, Meridian Township

Executive Producer, HOMTV and CAMTV

www.linkedin.com/in/deborahguthrie

Guthrie@meridian.mi.us

517-853-4680

www.meridian.mi.us

www.facebook.com/MeridianTownship

www.twitter.com/Meridiantwp

<http://pinterest.com/meridiantwp/>

www.myMeridian.net

www.HOMTV.net

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www.twitter.com/HOMTV

www.pinterest.com/HOMTV

www.instagram.com/HOMTV

www.facebook.com/CAMtvCapitalAreaMedia

www.twitter.com/CAMtv30and99

From: bowlby@msu.edu [mailto:bowlby@msu.edu]

Sent: Wednesday, February 19, 2014 5:36 AM

To: jackson@chemistry.msu.edu

Cc: Frank Walsh; Deborah Guthrie

Subject: Presentations at Env. Comm. meetings - reaching a larger audience

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Just a thought,

Best Regards,

Neil

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

**COMMUNICATIONS
DIRECTOR
REPORT**

Current Programs on HOMTV:

Meetings:

Environmental Commission	12-4-13	InnerView: Upcoming Wharton Season	11-19-13
Park Commission	10-8-13	Jewels 'N General	1-8-14
Planning Commission	12-16-13	Meridian Magazine	12-9-13
Township Board	1-7-14	Meridian News Now	12-12-13
Zoning Board of Appeals	1-8-14	Open Line: Child Poverty	12-5-13

Original Programming:

All Access Sports	11-27-13	SF: Sustaining the Future: Design Charrette #3	12-10-13
Community Connection	12-23-13	SF: Award Winning Programs: CC	12-3-13
		SF: Intern View	11-27-13
		SF: Ice Storm Press Conference	12-23-13
		SF: Golden Tape Awards	12-15-13

- Provided emergency communication messages surrounding the ice storm and winter chill/blizzard. Facilitated Ice Storm State of Emergency press conference in conjunction with Consumers Energy and Meridian police and fire departments. Staff communicated emergency response information for the 2013 ice storm on the Township and HOMTV websites, through press releases, flyers, the HOMTV channel, and social media platforms.
- Launched Township Manager blog site titled "Managers Perspective" at <http://managersperspective.wordpress.com/>. Staff worked with Township Manager Walsh on creating daily blogs during the ice storm and marketing to media and residents.
- HOMTV Paid Intern Darkus Beasley was hired as the Video Programmer. Her first day of work was Monday, January 6.
- Staff finalized the Meridian Monitor newsletter. The newsletter was printed and mailed and will start reaching township residents on Saturday, January 11.
- The Social Media Intern job posting was re-opened for the Spring 2014 semester. Thirteen HOMTV interns became new alumni members after completing their first semester in the internship program.
- The Lighting Redesign Project for the studio is underway. Most of the current high wattage lights will be replaced with low wattage LED light technology, which will drastically reduce our department's energy costs. The new system will consist of the new LED lighting fixtures, refurbishing some of our current lights, and software to control the lights from the control room. Staff is working with Brian Kusch from Convergent Media to design and install the new lighting.

Facebook Page summary through 12-31-13:

	PEOPLE LIKE THIS	HIGHEST REACH
ALL ACCESS SPORTS	57	116
BEYOND THE BADGE	56	27
CAMTV	184	11
COFFEE BREAK	66	73
DOWNTOWN OKEMOS	355	74

FRIENDS OF OKEMOS LIBRARY	116	8
GREEN MERIDIAN	176	56
HOMTV	834	714
INNERVIEW	55	16
JEWELS N' GENERAL	136	255
MERIDIAN MAGAZINE	83	54
MERIDIAN NEWS NOW	75	319
MERIDIAN SENIOR CENTER	110	22
MERIDIAN TOWNSHIP	880	2626
MERIDIAN TOWNSHIP FIRE DEPARTMENT	356	811
MERIDIAN TOWNSHIP PARKS	317	440
MERIDIAN RECREATION & SPORTS	237	185
OPEN LINE	42	20
SENIOR LIVING	61	6
WOMEN OF MERIDIAN	70	1

SENT/FINISHED PRESS RELEASES:

Winter Tax Bills (12/2/13)
 Drive-Thru Santa (12/2/13)
 Meridian Township Warming Center (12/23/13)
 UPDATED Meridian Township Warming Center (12/23/13)
 Consumers Press Conference at Warming Shelter (12/23/13)
 Township Ice Storm Clean-Up Efforts (12/30/13)

For the period ending December 31, 2013:

- Communications Department created and distributed **6 new** press releases.
- HOMTV interns have contributed approximately **700** hours during the month of November.
- HOMTV completed **1** dub/copy orders.
- HOMTV completed/changed **3** Bulletin Board announcement requests.
- HOMTV produced and aired **19 new** original programs.
- HOMTV aired **6 new** official township meetings.
- HOMTV produced and aired **4 new** promotions.
- CAMTV aired **18** syndicated programs.

Current Programs on HOMTV:

Meetings:		Community Connection	12-23-13
Environmental Commission	1-15-14	InnerView: 2014 Projects	1-29-14
Park Commission	1-14-14	Jewels 'N General	2-7-14
Planning Commission	1-27-14	Meridian Magazine	2-3-14
Township Board	2-4-14	Meridian News Now	2-6-14
Zoning Board of Appeals	1-8-14	Open Line: Michigan Education	2-6-14
Original Programming:		SF: Award Winning Programs: SL	2-3-14
Beyond the Badge	12-30-13	SF: Award Winning Programs: BB	2-3-14
Coffee Break with the EDC	1-30-14	SF: Intern View	11-27-13

- The Franchise Fee Audit budgeted for 2014 is partially underway. Meridian Township has collaborated with 11 other communities to audit the calculation of Franchise Fees and PEG fees by AT&T. The audit was filed on February 1st. Comcast's calculations of fees will be audited in 2014 as well. The last time a franchise fee audit was conducted by Meridian Township was in 2000 and only Comcast provided services in Meridian at the time.
- Staff presented information on Social Media Guidelines and Policies for eNATOA's "Social Media for Local Governments – Misused, Confused & Abused." Staff has been asked to give future social media presentations at the annual joint NATOA/ACM Michigan Association of Broadcasters Conference and the ACM Central States Region Spring Conference.
- Staff attended an "Emergency Notification and Whole Community Preparedness: A New Paradigm" webinar on January 15. The webinar centered on Whole Community Preparedness, ideally, involves collaboration among citizens, the private and non-profit sectors, advocacy groups, public officials and emergency service providers. Technology solutions are evolving to assist in making that ideal a reality.
- The live video stream on the HOMTV web site was down for several hours on January 29. The I.T. Department was able to resolve the issue.
- Staff met with the City of East Lansing's Communication's Department to discuss emergency news dispersal through social media platforms. Staff met with Fire Department Training Chief Bill Priese to plan fire safety PSA's for the year.
- Nine new interns and eight returning interns began the Spring 2014 semester of the HOMTV Internship Program on January 6th. Staff conducted training workshops for interns during the month of January. Four interviews were conducted for Social Media Interns. Two applicants confirmed their acceptance. More interviews will be scheduled and conducted in February.

Facebook Page summary through 1-31-14:

	PEOPLE LIKE THIS	HIGHEST REACH
ALL ACCESS SPORTS	59	8
BEYOND THE BADGE	84	84
CAMTV	185	12
COFFEE BREAK	72	292

DOWNTOWN OKEMOS	354	249
FRIENDS OF OKEMOS LIBRARY	118	142
GREEN MERIDIAN	184	19
HOMTV	847	884
INNERVIEW	58	411
JEWELS N' GENERAL	140	303
MERIDIAN MAGAZINE	89	151
MERIDIAN NEWS NOW	79	90
MERIDIAN SENIOR CENTER	116	145
MERIDIAN TOWNSHIP	918	4282
MERIDIAN TOWNSHIP FIRE DEPARTMENT	363	1441
MERIDIAN TOWNSHIP PARKS	317	97
MERIDIAN RECREATION & SPORTS	243	263
OPEN LINE	46	33
SENIOR LIVING	64	146
WOMEN OF MERIDIAN	74	118

SENT/FINISHED PRESS RELEASES:

Communications Director Elected to Michigan Board (1/16/14)
 Okemos Library Ribbon Cutting (1/16/14)
 Youth Citizens' Academy (1/16/14)
 Family Winter Sports Weekend (1/21/14)
 2013 Deer Harvest Summary Results (1/21/14)
 Chinese New Year Event (1/21/14)

For the period ending January 31, 2014:

- Communications Department created and distributed **6 new** press releases.
- HOMTV interns have contributed approximately **951.5** hours during the month of November.
- HOMTV received **19 new** internship applications and resumes.
- HOMTV completed/changed **10** Bulletin Board announcement requests.
- HOMTV produced and aired **25 new** original programs.
- HOMTV aired **7 new** official township meetings.
- HOMTV produced and aired **4 new** promotions.
- CAMTV aired **15** syndicated programs.

CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

PROGRAMMING



Programming Schedule for Week of February 17 - 23, 2014

Time	Monday 2/17	Tuesday 2/18	Wednesday 2/19	Thursday 2/20	Friday 2/21	Saturday 2/22	Sunday 2/23
12:00 AM	Meridian Live - Township Board REPLAY	Meridian Live - Planning Commission REPLAY	Meridian Live - Township Board REPLAY	Meridian Live - Zoning Board of Appeals REPLAY	Meridian Live - Park Commission REPLAY	Meridian Live - Township Board REPLAY	Meridian Live - Planning Commission REPLAY
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM							
4:30 AM	Coffee Break: Wharton and Breslin Center	Meridian Live - Environmental Commission REPLAY	Beyond The Badge	Beyond The Badge	Beyond The Badge	Beyond The Badge	Meridian Live - Environmental Commission REPLAY
5:00 AM							
5:30 AM			Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine	
6:00 AM			Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	
6:30 AM	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General
7:00 AM	Open Line: Michigan Education	Open Line: Michigan Education	Open Line: Michigan Education	Open Line: Michigan Education	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness
8:00 AM	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge	Award Winning Programs - Beyond the Badge
8:30 AM	Community Connection	Community Connection	Community Connection	Community Connection	Community Connection	Community Connection	Community Connection
9:00 AM	Intern View	Intern View	Senior Living	Senior Living	Senior Living	Senior Living	Senior Living
9:30 AM	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General	Jewels 'N General
10:00 AM	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression
10:30 AM	Coffee Break: Wharton and Breslin Center	Coffee Break: Wharton and Breslin Center	Coffee Break: Wharton and Breslin Center	Coffee Break: Wharton and Breslin Center	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh
11:00 AM	Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine
11:30 AM	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW
12:00 PM	Meridian Live - Park Commission REPLAY	Meridian Live - Planning Commission REPLAY	Meridian Live - Township Board REPLAY	Meridian Live - Zoning Board of Appeals REPLAY	Meridian Live - Park Commission REPLAY	Meridian Live - Township Board REPLAY	Meridian Live - Planning Commission REPLAY
1:00 PM							
2:00 PM							
2:30 PM							
3:00 PM							
3:30 PM							
4:00 PM	InnerView: Seasonal Depression	Meridian Live - Environmental Commission REPLAY	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	Meridian Live - Environmental Commission REPLAY
4:30 PM	Beyond The Badge		Beyond The Badge	Beyond The Badge	Beyond The Badge		
5:00 PM	Coffee Break: Wharton and Breslin Center		Coffee Break: Wharton and Breslin Center	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	
5:30 PM	Meridian Magazine		Meridian Magazine	Meridian Magazine	Meridian Magazine		
6:00 PM	Meridian News NOW	Meridian Live - Township Board LIVE	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW
6:30 PM	Award Winning Programs - Senior Living		Meridian Live - Zoning Board of Appeals REPLAY	Award Winning Programs - Senior Living	Award Winning Programs - Senior Living	Award Winning Programs - Senior Living	Award Winning Programs - Senior Living
7:00 PM	Meridian Live - Planning Commission REPLAY			Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness
8:00 PM				InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression	InnerView: Seasonal Depression
8:30 PM			Community Connection	Community Connection	Throwback Thursday	Throwback Thursday	
9:00 PM			Senior Living	Senior Living	Senior Living	Senior Living	
9:30 PM			Open Line: Michigan Education	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness	Open Line: Drug and Alcohol Awareness	
10:00 PM	Meridian Live - Planning Commission REPLAY		Coffee Break: Wharton and Breslin Center	Coffee Break: Wharton and Breslin Center	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh
10:30 PM			Coffee Break: Wharton and Breslin Center	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	Coffee Break: Township Manager Frank Walsh	
11:00 PM	Meridian Magazine		Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine	Meridian Magazine
11:30 PM	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	Meridian News NOW	

Meetings	Programs/Specials	Talk Shows	News
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All programs subject to change. LIVE meeting coverage may pre-empt other programs.

Programming Schedule for February, 2014

Capital Area Regional Television also available online WWW.HOMTV.NET



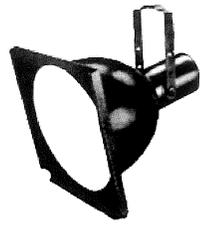
Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2:00 AM	Open for Faith Based Programming	Open for programming					
3:30 AM							
3:00 AM							
4:00 AM	Sustaining the Future: Energy Presentations						
5:00 AM							
6:00 AM	Facts of Congress						
6:30 AM	In The Fight						
7:00 AM	Sustaining the Future: Charrette Project						
7:30 AM							
8:00 AM							
8:30 AM	The Michigan Experience						
9:00 AM							
9:30 AM	Poetree-n-Motion						
10:00 AM	Veteran's Focus						
10:30 AM	Cooking with Cathy	Open Line: Call-In Show	Cooking with Cathy				
11:00 AM	Cooking with Cathy						Cooking with Cathy
11:30 AM	City Pulse Newsmakers						
12:00 PM	Open for Faith Based Programming	Coffee Break					
12:30 PM		Michigan Court Stories					
1:00 PM		Give a Child a Great Start					
1:30 PM							
2:00 PM	Veteran's Focus						
2:30 PM	Facts of Congress						
3:00 PM	InnerView						
3:30 PM	In The Fight						
4:00 PM	Inspirational Corner						
4:30 PM	Poetree-n-Motion						
5:00 PM	Democracy Now!						
5:30 PM							
6:00 PM	Michigan Court Stories						
6:30 PM	Coffee Break						
7:00 PM	Open Line: Call-In Show						
7:30 PM							
8:00 PM	Sustaining the Future: Charrette Project						
8:30 PM							
9:00 PM		Battle of Ideas					
9:30 PM	How Congress Works	Veteran's Focus	How Congress Works				
10:00 PM							
10:30 PM	Cooking with Cathy	InnerView	InnerView	InnerView	InnerView	InnerView	Cooking with Cathy
11:00 PM	Cooking with Cathy	Veteran's Focus	Cooking with Cathy				
11:30 PM	City Pulse Newsmakers						

All programs are subject to change.

HOMTV-Produced Programming	Open for programming	Public Programming	MI Regional Programs	National Programs
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CHARTER TOWNSHIP OF MERIDIAN
CABLE COMMUNICATIONS COMMISSION

**VIEWERSHIP/
PROMOTIONS**



HOMTV Internship Prevails with Social Media

By: **Lia Davis (13)**



Lia Davis (13) updating social media sites.

It is no secret that social media is becoming more prevalent in today's world. That is precisely why HOMTV is giving interns the opportunity to work specifically on social media. In the fall of 2013, the first group of social media interns received the opportunity to utilize social media sites such as Twitter, Facebook, Pinterest, YouTube, LinkedIn, and Instagram in a professional setting. Each intern had their own special focus on certain social media accounts representing Meridian

Township and HOMTV by posting news, events and special updates. This has allowed the interns to manage different sites and learn effective approaches of social media.

"Social media is such a large part of any business or organization nowadays," commented Internship Coordinator Brandie Yates (07). "By offering social media internships, our program is evolving and also helping those seeking experience to receive it."

Social Media Intern Rebecca Reynolds (13) stated, *"This internship has made me realize how big of a role social media plays in submitting knowledge to the public. It made me appreciate how lucky we are to enter a job market revolving around social media and being constantly tuned in to what's going on in our community and in the world."*

Alumni Reconnect at Reunion

HOMTV Alumni celebrated a decisive MSU Homecoming victory over Indiana during the Alumni Reunion and Tailgate. The weather was beautiful and alums had the opportunity to catch up with each other, network and enjoy awesome food.



Tom Enell (11) spent time with staff and alums at the Reunion.

"I enjoyed spending time with alums and staff again that I had spent so much time working alongside while interning at HOMTV," stated Tom Enell (11). "Once we all move onto different jobs it is difficult to find a time and place to reconnect so this reunion gave us that chance. Thank you HOMTV for putting it all together."



We look forward to reconnecting with even more alums next year!

Josh Sidorowicz (12) and **Chloe Hill (13)** caught up with fellow alumni and staff before the game.

Golden Tape Awards 2013

HOMTV recently held their annual Golden Tape Award (GTA) Ceremony and Intern Appreciation event. The 2013 interns and new alumni were presented with awards in thirteen different categories covering television production and social media. The big winners of the evening were **Junior Production Intern Faith Perrenoud (13)** and **Special Assignment Intern Heather Hartmann (13)** who each took HOM three awards. Check out our HOMTV Alumni Facebook page for all GTA winners. We'd like to extend a big "Thank You" to all the judges who critiqued the contest entries and provided invaluable feedback. An appreciation dinner followed the awards.



Heather Hartmann (13) and **Faith Perrenoud (13)** proudly show their awards.



Morgan Hall (13), Beth Waldon (13), Melissa Sebring (13), and Amanda Chodnicki (13) received GTA awards.

HOMTV Rakes in the Awards

By: **Faith Perrenoud (13)**

The numbers are in, and it looks like 2013 was another great award year for HOMTV! The channel was recognized at two award ceremonies in the past three months for work produced and broadcast this year. The National Association of Telecommunications Officers and Advisors (NATOA) Annual Conference in Orlando, Florida, placed HOMTV in First Place for Visual Arts, Second Place for Use of Social Media, Third Place for Election Coverage, and an Honorable Mention in the Public Affairs category.

HOMTV was also recognized at the 2013 Philo Festival of Media Arts, winning twelve awards for various programs and PSAs, ten of which achieved first place in their category. Interns produced many of the segments that received awards.



Chloe Hill (13), Deborah Guthrie (96) and **Erin Cook (12)** at the Philo Festival.

Communications Director Deborah Guthrie (96), Internship Coordinator Brandie Yates (07) and **Paid Intern Erin Cook (12)** attended the Philo Festival. Cook remarked on how the close environment fostered at HOMTV allowed her to give more personal acceptance speeches on behalf of those who were not in attendance. *"I didn't need to give generic 'Thank You' speeches or guess at who was a part of what production, because I was involved in some way in many of the productions,"* she stated.

Guthrie also related that she felt that the close atmosphere aided in the station's success this year. *"There is a level of trust and a strong bond that interns build with each other,"* she commented. *"We had a stellar self-motivated group that wanted to succeed together,"* ultimately concluding that the interns success was *"verification of their hard work, a strong internship program, and leaders who can mentor them through the program."*

Alumni in the Biz

Alum Produces Shows for Oprah's Network



Mia Bain (05) is a **Production Assistant** at **Harpo Studios** in Chicago. She recently changed departments and is back in production, working on a show called "Oprah: Where Are They Now?" on the OWN network. It is a program that features updates of old Oprah Show guests, news makers, and celebrities. *"I loved my role prior to this but am really happy to be back in production, doing what I love!"* she stated.

Previously, Mia worked in the media relations department and was responsible for the photographic archive of Oprah Winfrey's life and career. That position included fielding requests from the press and public. She also pulled video clips from various shows on her network to promote their upcoming episodes.

Aside from Harpo, Mia stated that she received a wonderful opportunity to help produce the coverage of the last presidential election for RAI (Italian TV, like the BBC of Italy). She worked at their international headquarters in NYC for two years as a news producer and was thrilled to jump back into journalism. Mia traveled around the country with her crew for the weeks leading up to the election, ending in Boston on election night. It was an experience she said she most definitely will never forget.

"I have such wonderful memories of my time at HOMTV," she commented. *"I learned so much from all of the staff and my fellow interns. To this day I feel so lucky to have had an experience as worthwhile as the one I had at HOM."*

Alum is a Senior Digital Editor for the Big Three



Paul Garland (86) is a **Senior Digital Editor** at **Switch Post** in Royal Oak. Switch Post is a post-production, graphics and compositing studio that utilizes several different production platforms including Autodesk, Adobe and Final Cut. He primarily edits and composites commercials and markets videos for the big three auto-manufacturing companies, advertising agencies along with his largest client, OnStar. *"I've always enjoyed the challenge*

of telling a story well, pulling together all the production elements into a finished piece that satisfies me and the client," he stated.

Since moving back to the Detroit area in 1996, Paul has been primarily an online and creative editor. Before that, he worked in the Washington, D.C. area as an assistant editor/production grip, and as an editor/assistant director for a couple of small production companies.

"HOMTV was my first introduction to working in a team environment and really challenged me to come out of my shell and work creatively with the crew," he said. *"My HOMTV experience led directly to my first paid internship at the Dow Chemical Company in Midland, which led directly to my first full-time position in D.C. I'm still thankful to have been a part of their nurturing and challenging environment."*

It's a Baby Girl!



Freelance Host D'Destin Kaufmann (07) welcomed a future HOM alum! He and wife, Bethany had a beautiful baby girl named Evangeline Rowan Kaufmann. She was born at 7:15 am on October 20, 2013. She weighed in at 7 pounds, 12 ounces. *"Until you have a child of your own, there is no way to understand the magnitude of love they bring. It's the single best decision I have ever made!"* he commented. All are doing well and HOMTV wishes a big "Congratulations" to the new family.

Jazmin Bailey (10) is a **Traffic Reporter** for **WESH Channel 2** in Orlando, Florida.

Darkus Beasley (12) is a **Photographer** at **WILX Channel 10** in Lansing.

Richelle Bonk Savage (10) is a **Client Coordinator** at **Valassis** in Houston, Texas.

Janette Bourdon (04) is a **Health Communications Fellow** at **National Cancer Institutes of Health** in Washington D.C.

Amanda Czop (11) is a **Guest Relations Hostess** at **Walt Disney World** in Los Angeles.

Sarah Everard (12) married Thomas Graziosi on September 7, 2013. Congratulations!

Chloe Hill (12) is a **Producer** at **WWMT Channel 3** in Kalamazoo.

Karlee Humphry (11) is a **Social Media and Community Manager** at **Rebuild Nation** in Royal Oak.

Max leuter (12) is an **ESPN Project Manager** for **Paragon Marketing** in Chicago.

Gary Megregian (96) won an Emmy in the Outstanding Sound Editing for a Miniseries Movie or Special Category for the American Horror Story: Asylum program. Congratulations!

Erin Miner (12) is a **Website/Social Media Coordinator** at **Franklin County Animal Shelter** in Farmington, Maine.

Junior Reporting Intern Natalie Nako (13) is a part-time **News Assistant** at **WILX Channel 10** in Lansing.

Erin O'Connor (11) is a **Zone Manager** at **Ford Motor Company** in Clarksville, Tennessee.

Karl Rausch (87) is a **Senior Editor** at **RingSide Creative** in Detroit.

Josh Sidorowicz (12) is a **Reporter/Fill-In Anchor** at **WILX Channel 10** in Lansing.

Where Are They Now...



Email us updates at homtv@meridian.mi.us
Stay Connected:



CHARTER TOWNSHIP OF MERIDIAN

**CABLE COMMUNICATIONS
COMMISSION**

FYI

The following materials are "for your information"
and do not necessarily relate to an agenda item

Kristi Schaeding

From: Deborah Guthrie
Sent: Tuesday, January 14, 2014 3:09 PM
To: Alan McCarrick (alan@cityofeastlansing.com); Alysia Caringi; Bill Irving; Carey Hammel; Chris Nielsen (cnielsen@ci.livonia.mi.us); Cindy Stewart; Dave Alberty; Dave Scott; Deborah Guthrie; Diane Griffiths (dgriffiths@orionontv.org); Elaine McLain; Eric Angott; Evelyn Goudreau; G. McDonald (gmcDonald@a2gov.org); Greg Kowalski (gkowalski@bloomfieldtwp.org); Hap Haasch; Ian Locke; Jan Howard (jan@mac3tv.com); Janet Christian (jchristi@twp.waterford.mi.us); Jim Gillis (gillisj@macomb-mi.gov); John Pestle (jwpestle@varnumlaw.com); Jon Kreucher (jdk@h2law.com); Jon Kreucher (jkreucher@howardandhoward.com); Kermit Potter (kpotter@warmemorial.org); Lark Samouelian (lsamouelian@cityofwarren.org); Linda Badamo; Mike DiFazio; Mike Fisher; Mike Watza (mike.watza@kitch.com); Nathan Rockwell (nrockwell@ci.livonia.mi.us); Neil Lehto; R. Paul Dingeman; Tim Lundgren (tjlundgren@varnumlaw.com); Tom Norton
Cc: Kristi Schaeding
Subject: Charter Makes \$61.3 Billion offer for Time Warner

TVBizwire

Charter Makes \$61.3 Billion Offer for Time Warner Cable Bloomberg

Charter Communications Inc. has made an offer to buy Time Warner Cable Inc. for about \$132.50 a share, placing the value of the company at more than \$61 billion, [Bloomberg](#) reports. TWC is the second-largest cable provider in the U.S.

"The proposal includes about \$83 cash per share and about \$49.50 in Charter stock, Tom Rutledge, Charter's Chief Executive Officer, said in an interview," the story reports. "The offer is the third-largest for any global company since 2009, data compiled by Bloomberg show."

The report adds: "Charter today sent a letter to Time Warner Cable Chief Executive Officer Rob Marcus, explaining why the company's offer is beneficial for shareholders. Charter is attempting to acquire Time Warner Cable, a company with an enterprise value more than twice Charter's size, to create a provider of TV, Internet and phone for about 20 million customers in 38 states. Rutledge said he last proposed an offer in late December, around Christmas, which Marcus rejected."

In a telephone interview today, Rutledge reportedly said: "We haven't received a serious response. Our objective was to talk to management and try to get them engaged. They have not, so we're going to make our case to shareholders about why this deal is good for them and hope they ask management and the board to watch out for the interests of shareholders."

Bloomberg adds: "Rutledge and Charter Chief Financial Officer Chris Winfrey met with Marcus and Time Warner Cable CFO Artie Minson in December to walk through details of the offer, including structure, financing, tax and cash flow implications, according to the letter. Charter indicated its willingness then to submit a proposal in the low \$130s, including a cash component of \$83.

"When Time Warner Cable responded to that with a request for a higher bid including a higher cash component, Charter determined it wasn't interested in pursuing a merger agreement, according to the letter."

The report adds: "Time Warner Cable's response was 'not a serious offer,' said Rutledge, who declined to say the exact price. 'They knew the price they were offering was designed to not appeal.'

"Charter is preserving 'all options going forward,' including nominating a slate of directors to Time Warner Cable's board, according to a person familiar with the matter. Still, Rutledge would prefer to complete a friendly cash and stock deal as soon as possible, he said. Charter has 'fully negotiated' financing and can be 'in a position to sign commitment letters in a matter of days,' according to the letter."



Thanks goes to Ron Beacom with Midland TV for sending this.

Deborah Guthrie
Michigan NATOA Chapter President
NATOA National Board Member
www.mi-natoa.org
www.facebook.com/MichiganNATOA
www.twitter.com/MichiganNATOA

Communications Director, Meridian Township
Executive Producer, HOMTV and CAMTV
www.linkedin.com/in/deborahguthrie
Guthrie@meridian.mi.us
517-853-4680

Kristi Schaeding

From: Deborah Guthrie
Sent: Tuesday, January 14, 2014 3:13 PM
To: Kristi Schaeding
Subject: FW: ACM Michigan-TWC Charter

From: Beacom, Ron [mailto:rbeacom@midland-mi.org]
Sent: Tuesday, January 14, 2014 9:09 AM
To: Beacom, Ron
Subject: ACM Michigan-TWC Charter

?

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Will Time Warner Cable bid spur consolidation?

Roger Yu, USA TODAY 10:30 p.m. EST January 13, 2014

Charter offer could be catalyst for change in evolving cable industry.



(Photo: Bryan Bedder, Getty Images for Time Warner Cable)

Story Highlights

- Charter offers \$61 billion for larger rival
- But TWC rapidly rejected the offer
- Companies want to get larger to fend off looming threats

SHARE 40 CONNECT 32 TWEET 6 COMMENTEMAILMORE

That didn't take long.

Charter Communications' decision to publicly reveal its offer price for Time Warner Cable on Monday afternoon was unequivocally lambasted a couple of hours later by TWC CEO Rob Marcus.

"They chose to come out with another lowball offer," Marcus told USA TODAY in an interview, referring to Charter's offer of about \$132.50 a share. That would make the deal worth about \$61 billion, including TWC's debt.

As TWC's board unanimously rejected the offer, Marcus laid out the terms for a looming bidding war in the fast-changing industry. He said any competitor wishing to take over his company, the nation's second-largest cable company, will have to pay at least \$160 a share, including \$100 in cash. "That's what it is going to take to get a deal done with us," he said. "We weren't for sale. We're confident in our standalone operating plan."

MORE ON THE BID: 'A non-starter,' TWC says

The maneuvering comes at a challenging time for the cable industry, when many analysts think consolidation is on the horizon.

Pay-TV service providers are eyeing each other as changes in technology and consumer behavior threaten to disrupt what has been a reliably profitable, cash-rich business.

With the emergence of Netflix and other video options online, more consumers are considering ditching their cable accounts. And the cost of licensing video content and carrying the content of TV stations grows unabated.

Biggest media deals

Charter Communications' offer for Time Warner Cable could be one of the media industry's largest merger deals if it is completed. Leading media deals, based on total transaction value, including assumed liabilities.

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•
•
\$164.7 Billion

0
25
50
75
100
125
150
175

Virgin Media/ Liberty Global
Tele-Communications/ AT&T
AT&T Broadcast/ Comcast
Time Warner Cable/ Charter
MediaOne/AT&T
Time Warner/AOL

Total Transaction Value

Source: S&P Capital IQ

Doug Carroll, USA TODAY

Virgin Media/ Liberty GlobalTele-Communications/ AT&TAT&T Broadcast/ ComcastTime Warner Cable/
CharterMediaOne/AT&TTime Warner/AOL

TWC's self-valuation is almost certain to trigger much hand-wringing over an acquisition that will likely take place -- and not necessarily by Charter, the nation's fourth-largest cable operator -- and put the entire industry into play. Comcast has had talks with TWC. Cox Communications may also be interested.

The pay-TV industry lost 113,000 subscribers during the third quarter, estimates research firm Moffett Nathanson. That was largely due to the fact that Time Warner Cable, which refused to carry CBS at that time in a fight over retransmission fees, lost more than 300,000 customers.

But by enlarging their subscriber base, cable companies can boost their leverage in negotiations with content providers and theoretically use cost savings to introduce new products and services that may convince customers to stick around.

Of course, there are added benefits to removing a competitor in the process, entering new markets and absorbing its profitable accounts. "It's still one of the most profitable businesses around," said Dan Rayburn, an industry analyst at Frost & Sullivan.

Don't expect any merger-related cost savings to flow down to customers, Rayburn said. "They're raising prices every year."

"There is so much talk about 'there are other choices for content,' but nothing works like cable," Rayburn said. "It always turns on when you turn it on."

Ron Beacom

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Kristi Schaeding

From: Deborah Guthrie
Sent: Wednesday, January 22, 2014 2:47 PM
To: Benenson, Walter (benenson@msu.edu); brianseipel@comcast.net; Crowley, Patrick (pcrowley@crowleylegal.com); Kiyak, Tunga (kiyaktun@bus.msu.edu); Lathrop, Andrew (andrewjlathrop@gmail.com); Styka, Ron (ronstyka@gmail.com)
Cc: Kristi Schaeding
Subject: Who will bring broadband to everyone

Who Will Bring Broadband to Everyone?

Submitted by Benton Foundation on behalf of Kevin Taglang on January 21, 2014 - 6:00am

Who Will Bring Broadband to Everyone?

No single person can train all the math and science teachers we'll need to equip our children for the future, or build the roads and networks and research labs that will bring new jobs and businesses to our shores. Now, more than ever, we must do these things together, as one nation and one people.

-- President Barack Obama, Second Inaugural Address

Has it been just one year since President Barack Obama's Second Inaugural Address? Last year, at this time, our ears perked up when we heard the President stress building networks after being sworn in for a second term. Here at the Benton Foundation, we believe that no one can fully participate in modern society unless they have the means to effectively use our most powerful communications tools. Broadband networks must be available, accessible, affordable, trustworthy, and relevant to new adopters. And these people must develop the skills needed to make use of these powerful tools.

In the U.S. it is not just aspiration that high-speed Internet networks reach everyone – it is the law. Congress directed the Federal Communications Commission to promote the deployment of broadband services to all Americans. The FCC must take affirmative steps to provide all Americans with an equal opportunity to access broadband. The law both compels the FCC to promote universal broadband and to avoid steps that would undermine this goal. Just after President Obama's first inauguration, Congress passed the American Recovery and Reinvestment Act (ARRA) which reaffirmed this commitment. The FCC was asked to create a National Broadband Plan to "ensure that all people of the United States have access to broadband capability and shall establish benchmarks for meeting that goal." In light of the ARRA, the nation's broadband policy goals now seek to encourage increased utilization of broadband in addition to the ubiquitous deployment of broadband facilities.

So where are we? In June 2013, the White House released a report finding that 91 percent of Americans have access to wired broadband at advertised speeds of at least 10 Mbps downstream, and 81 percent of Americans have access to similarly fast mobile wireless broadband. (1) In 2011, 77 percent of American Internet users ages 25 and older reported relying on the Internet for personal communications.

<http://benton.org/node/172669> for full article

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So where are we? In June 2013, the *White House released a report* (http://www.whitehouse.gov/sites/default/files/broadband_report_final.pdf) finding that 91 percent of Americans have access to wired broadband at advertised speeds of at least 10 Mbps downstream, and 81 percent of Americans have access to similarly fast mobile wireless broadband. (1) In 2011, 77 percent of American Internet users ages 25 and older reported relying on the Internet for personal communications.

Echoing the President's message that no one can build all the needed networks alone, the June 2013 White House noted both private and public investment in broadband infrastructure. Since President Obama took office in early 2009, nearly \$250 billion in private capital has been invested in U.S. wired and wireless broadband networks. In just the last two years, more high-speed fiber cables have been laid in the U.S. than in any similar period since 2000. Moreover, during President Obama's first term, the annual investment in U.S. wireless networks alone grew more than 40 percent from \$21 billion to \$30 billion.

But not just private investment has gotten us where we are today. The federal government has made a number of contributions to the rapid growth of high-speed broadband.

- Most notably, the ARRA included a \$6.9 billion upgrade to the nation's broadband infrastructure: \$4.4 billion was administered by the Department of Commerce's National Telecommunications and Information Administration (NTIA) to deploy broadband infrastructure, support public computer centers and encourage adoption of broadband. The remaining \$2.5 billion was directed to the Department of Agriculture's Rural Utilities Service (RUS) to expand broadband access in rural areas.
- In addition, the President signed into law one of the largest temporary tax incentives for investment in American history, which has played a key role in accelerating and increasing investment across the economy -- and particularly in telecommunications.
- In 2010, the President directed NTIA to work with the FCC to re-purpose 500 MHz of spectrum from existing Federal or nonfederal use to wireless broadband within 10 years, almost doubling the amount of spectrum available for that use. NTIA had identified 115 MHz of federally-assigned spectrum that could be re-purposed for broadband and described its plan and methodology for reviewing additional spectrum bands to reach the 500 MHz goal.
- In his 2011 State of the Union address, the President announced a commitment to ensure that at least 98 percent of Americans had access to 4G wireless broadband service by 2016.
- In 2012, Congress authorized the FCC design and conduct "incentive auctions," in which television broadcasters can voluntarily relinquish some or all of their spectrum rights in return for some of the proceeds raised when that spectrum is auctioned for flexible use, such as wireless broadband. The FCC is developing the rules for these auctions and has tentatively scheduled them for 2015.

But even with all these private investments and government action, the *FCC has found that serious, persistent gaps remain* (http://hraunfoss.fcc.gov/edocs_public/attachmatch/FCC-12-90A1.pdf):

- 19 million Americans -- 6 percent of the population -- still lack access to fixed broadband service at threshold speeds (3 Mbps).
- In rural areas, nearly one-fourth of the population --14.5 million people -- lack access to this service.
- In tribal areas, nearly one-third of the population lacks access.
- Even in areas where broadband is available, approximately 100 million Americans still do not subscribe.

Broadband adoption in the U.S. also remains uneven. Demographic factors influence broadband adoption. For example, home broadband adoption among those with at least a college degree (88%) is more than double that of those who did not complete high school (35%); 50 percentage points separate broadband use in households with annual incomes exceeding \$100,000 from those with incomes below \$25,000 (93% compared to 43%). A larger percentage of urban dwellers use broadband at home (72%) than rural residents (58%), while Asians (81%) and Whites (74%) have adopted broadband at home to a greater extent than Hispanics (56%) and African Americans (55%).

In total, approximately 29 percent of Americans do not use broadband at home as of 2011 – this includes 8 percent of Americans who access the Internet only away from home (for instance at the workplace or an anchor institution such as a library or community center) and the less than 3 percent of Americans who continue to use dial-up at home. Why do millions of these Americans who have access still choose not to subscribe? According to recent surveys, cost, skills and relevance remain major concerns.

In 2011, almost half of all households that did not use the Internet at home reported they had no need or interest in going online. This was especially true for older Americans; 68 percent of Americans 65 years or older were likely to express no need or interest in using the Internet at home, compared to 21 percent of people between the ages of 16 and 44.

The second most common reason cited for lack of broadband adoption is affordability. In 2011, 28 percent of non-adopting households did not have broadband service at home primarily because of the expense of Internet service, an increase of four percentage points above 2010 data. Cost represents a significantly greater obstacle for lower income Americans: compared to 18 percent of households with annual incomes above \$50,000 that cited affordability

as the main deterrent to going online, 32 percent of families with incomes below \$25,000 responded that the high cost of Internet service prevented them from using broadband at home.

So, obviously, additional efforts are needed to close the nation's persistent digital divide. Should we rely simply on market forces to close these gaps? Should government be solely responsible? If we are to continue the progress made in the last few years, we'll continue to need a mix of private and public investment. Unfortunately, current plans for private investment in high-speed, landline broadband mean many Americans will not be offered service and many more will likely not have competitive choices. Late last year, for example, [Verizon CEO Lowell McAdam reiterated that the company will not expand the footprint for its fiber-based, FiOS service](http://www.fiercetelecom.com/story/verizons-stalled-fios-expansion-will-drive-consumers-cable/2013-12-12) (<http://www.fiercetelecom.com/story/verizons-stalled-fios-expansion-will-drive-consumers-cable/2013-12-12>). In 2012, AT&T announced that it would [expand its U-verse hybrid fiber service to a total of just 33 customer locations by the end of 2015](http://www.att.com/gen/press-room?pid=23506&cdvn=news&newsarticleid=35661) (<http://www.att.com/gen/press-room?pid=23506&cdvn=news&newsarticleid=35661>).

President Obama has proposed a way to drive truly high-speed broadband into every community in the U.S. On June 6, he [unveiled the ConnectED initiative](http://www.whitehouse.gov/the-press-office/2013/06/06/president-obama-unveils-connected-initiative-bring-america-s-students-di) (<http://www.whitehouse.gov/the-press-office/2013/06/06/president-obama-unveils-connected-initiative-bring-america-s-students-di>), which would connect 99 percent of America's students, through next-generation broadband (at speeds no less than 100Mbps and with a target of 1Gbps) to, and high-speed wireless within, their schools and libraries. The FCC has proposed to [modernize the existing E-rate program](http://benton.org/initiatives/e-rate) (<http://benton.org/initiatives/e-rate>) to foster a robust ecosystem for digital learning, supported by robust broadband connectivity and wireless networks.

Additionally, for unserved communities, municipally owned (or partially owned) broadband networks are a viable option. "The question is not whether any or every community should build a network," writes Christopher Mitchell in a 2012 [joint report of the Institute for Local Self-Reliance and the Benton Foundation](http://www.ilsr.org/wp-content/uploads/2012/04/muni-bb-speed-light.pdf) (<http://www.ilsr.org/wp-content/uploads/2012/04/muni-bb-speed-light.pdf>), "the question is who should make that decision. A decision of this import should be made locally, not by distant politicians in Washington, DC or state capitals."

One year after President Obama's commitment to universal broadband deployment, it remains apparent that neither the telecommunications industry nor government can do it alone. But just as apparent is the fact that the government – both federal and local – plays a crucial role in ensuring our most powerful communications tools are available and affordable so that everyone can fully participate in modern society.

Notes:

1. The government commonly defines the "basic" speed for broadband at 3 Mbps downstream and 768 kbps upstream (3Mb/768kb), with some regulatory decisions defining basic service as 4 Mbps downstream and 1 Mbps upstream. [E.g., the Federal Communications Commission has defined broadband for certain regulatory purposes to mean downstream speeds of at least 4 Mbps and upstream speeds of at least 1 Mbps. Sixth Broadband Report, 25 FCC Rcd 9556, 9563 ¶10 (2010).] Nonetheless, the White House acknowledges that the country is rapidly reaching the point at which baseline broadband evaluations should increase, and might instead begin at 10 Mbps downstream. Since these lower baselines were used in developing most broadband metrics to date, when determining the "cutoff" for broadband, data throughout this report reflects those earlier metrics. While the Administration believes 10 Mbps downstream is an increasingly "basic" speed, setting a 10 Mbps baseline for future evaluations does not imply that such speeds will fully meet all or even most Americans' needs. As upward evolution in broadband speeds continues, however, reaching that figure at affordable prices should be a low-end standard. This evolving baseline reflects a growing need for increased bandwidth as more Americans use the Internet for work and to build career skills.

Comments

WEB & SOCIAL (/INTERNET)

The 7 Rules of Social Media

Experts share the do's and don'ts of social media to help governments better communicate with the public online.

BY COLIN WOOD ([HTTP://WWW.GOVTECH.COM/AUTHORS/COLIN-WOOD.HTML](http://www.govtech.com/authors/colin-wood.html)) / FEBRUARY 3, 2014



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When it comes to government entities' use of social media, it's tough to know all the rules. But look no further -- subject-matter experts have outlined the seven do's (and don'ts) to help government officials interact with the public and stay out of trouble.

On Feb. 3, the National Association of Telecommunications Officers and Advisors hosted a one-hour webinar on social media featuring three experts. Government organizations from around the country tuned in to hear their guidance and advice for using social media to communicate with the public.

Social media is too important to ignore, said Todd Barnes, communications director for Thornton, Colo., and the event's moderator. "I think governments are finding out communications have to be as diverse as your audience," he said. "If you are ignoring something that society is using and using as readily as social media, you're really going to be missing a segment of your audience."

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The event's speakers were: Patrick Rollens, social media coordinator for Oak Park, Ill.; Tom Christensen, communications specialist for San Diego County; and Deborah Guthrie, communications director for Meridian Charter Township, Mich.

1. Have good content

All three speakers agreed that having good content is crucial to engaging the audience. Organizations should take stock of what content they plan to post before getting started with social media, Rollens said. Press releases, calendar events, newsletter articles, crime and public safety alerts, Web-based resources and information from partner agencies like school districts and counties are good sources of content, he said.

Christensen added a few sources of content to the list. An organization's employees have the best sense of how the public feels about it, he said, while leveraging community partners is a great opportunity to build relationships. Media outlets are another source of easy content when there's nothing else

available, he said, while subject-matter experts and outside government agencies can also provide unique content. Just ensure that whatever source is used is reliable and trusted, Christensen said.

2. Plan your attack

Rollens suggested first identifying which social media platforms the organization's audience is already using. In Oak Park's case, a neighboring community's message board already had a strong following. That was an ideal place for the government to start its online presence, he said, rather than going straight to Twitter and expecting everyone to follow the messaging there.

Christensen emphasized the importance of having one person who oversees all social media. It's OK to have more than one person doing social media, he said, but it's important to have a leader who can ensure continuity and avoid overlap of content. Once there's a leader, organizations should decide which agencies should have their own social media accounts and where there should be central accounts, a decision that will be based on the content that is to be posted.

3. Post frequently, but not too frequently

The speakers agreed that it's important not to neglect social media once the accounts are launched because it makes the organization look bad. Four to eight Twitter posts each day is a good guideline, while zero to two Facebook posts is a good daily amount, Rollens suggested. Christensen warned against posting just to post – only post if there's good content.

4. Be conversational, but professional

Avoid sounding bureaucratic at all costs, Christensen warned. Speaking conversationally makes the organization sound authentic and gives people a chance to relate. However, be careful to not get too comfortable like Christensen's organization almost did. San Diego County was considering posting that one of its employees was the “sexiest 75-year-old vegan” but decided against it, thinking that might be considered inappropriate by some members of the public. It's important to draw that line in the right place, he said.

5. Encourage participation

There are many ways to encourage people to get involved and connected with government, Christensen said. Posting photos gets more response from the public, he said, but only if they're original – stock photos tend to make people phase out. Shorter posts get more interaction, even on Twitter, where the character count is already limited. Keeping Facebook posts under 250 characters boosts interaction by 60 percent, Christensen said.

Asking a question on Facebook boosts comments by 100 percent, he said, and 35 percent of followers will like a post if there's a chance they can win something. Asking people to retweet on Twitter increases retweets 12 fold, and including links increases the chance of being shared by 86 percent, according to Christensen.

6. Make rules and stick to them

All three speakers said social media policy is important both internally and to let the audience know what behavior won't be tolerated. Guthrie shared the seven policies governing her organization, which included categories like "network connection usage," "downloading of files," and "email." These policies are important because they establish expectations for everyone who interacts with the organization's social media accounts, supports security and protects the organization legally, she said.

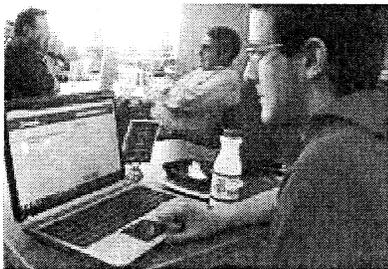
7. Don't wear mittens

During the Super Bowl, Rollens said J.C. Penney attempted a Twitter campaign in which it planned to promote winter mittens by having its employees type tweets while wearing mittens. While perhaps a cute idea in concept, the public decided that whoever was in charge of social media at J.C. Penney wasn't wearing mittens, they were just drunk. J.C. Penney abandoned the idea and deleted some of the tweets.

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Kristi Schaeding

From: Deborah Guthrie
Sent: Friday, February 21, 2014 12:51 PM
To: Kristi Schaeding
Subject: FW: NATOA Applauds FCC Spotlight on State Barriers to Community Networks

From: info@natoa.org [<mailto:info@natoa.org>]
Sent: Friday, February 21, 2014 11:56 AM
To: Deborah Guthrie
Subject: NATOA Applauds FCC Spotlight on State Barriers to Community Networks



NATOA Applauds FCC Spotlight on State Barriers to Community Networks

Contact: Steve Traylor, (703) 519-8035

FOR IMMEDIATE RELEASE (February 21, 2014) - The National Association of Telecommunications Officers and Advisors (NATOA) applauds the recent announcement by the Federal Communications Commission (FCC) that it intends to look into the issue of state barriers to community broadband initiatives.

As we have seen, robust broadband networks bring economic vitality and a wealth of new services to the communities they serve. But state barriers to community broadband initiatives prevent municipalities from working with private broadband providers, or developing networks themselves, to provide these services to their residents and businesses.

NATOA looks forward to working with the Commission in its efforts to ensure all Americans can enjoy the benefits of advanced communications networks.