

**City of Ann Arbor
CABLE COMMUNICATIONS COMMISSION**

**April 24, 2007
Regular Session**

MINUTES

Call To Order and Roll Call: Chair B. Clarke called the Cable Commission Regular Session to order at 7:00pm. Upon roll call, the following were present:

CCC: B. Clarke, R. Sutton, P. Bancel, J. Meyers

CC: R. Suarez

City Staff: L. Wondrash

Approval of Agenda: B. Clarke asked for approval of the agenda. Motion was made by R. Sutton and seconded by J. Meyers.

Approval of Minutes: P. Bancel made a motion to approve the March 6, 2007 Regular Session minutes as presented. The motion was seconded by R. Sutton and passed unanimously.

Public Comment: None provided.

Comcast Report: M. Holmes explained due to the new changes in the legislation, the franchise fee payments would be paid in accordance with the new statewide franchising requirements. Payment will be made 45 days from the close of each quarter. She also noted that Comcast would no longer be providing detailed monthly customer service reports. Comcast will continue to submit a quarterly report, which is the financial report breakdown of franchise fees. B. Clarke asked if complaints received by the Cable Communications Office would still be handled and M. Holmes stated they would be through Comcast's customer service representative Michele Plummer.

Communications Report: Communications Unit Manager L. Wondrash noted the financial summary was enclosed for March, 2007, as well as the Complaint/Inquiry report. There were three complaints during the month of April and all had been resolved. She informed the Commissioners that a resolution had been approved by City Council on April 16, 2007 regarding a state franchise agreement with AT&T.

She noted the CTN relocation update plans were included in the packet. CTN was waiting to receive a Request for Proposal back from the top two locations.

She hoped to have a lease to the City Attorney's office for review in June with a resolution to City Council by the end of August. P. Bancel asked if there had been any problems with the space at the top scouted location that needed to be considered and L. Wondrash confirmed that there were none.

She noted that R. Salmeron had attended a NATOA meeting regarding the new state cable legislation. Per J. Meyers' request in March, L. Wondrash provided a list of CTN partnerships. She asked for input from the Commission if further discussion was needed about these partnerships. None was stated.

CTN Report: L. Wondrash noted that R. Salmeron, CTN Manager, was unable to attend the April meeting, but the CTN report had been distributed.

Old Business: None provided.

New Business: None provided.

Commission/Staff Comments: None provided.

Adjournment: Chair B. Clarke made a motion to adjourn the meeting. The motion was seconded by J. Meyers. With no further discussion Chair B. Clarke closed the meeting at 7:37pm.

Submitted by: Deb Sturza, Administrative Support Specialist

Date Approved: August 28, 2007