

Comcast Cable TV – Draft Public Process & Schedule

July 13 Council Work Session: Staff to present a proposed public input process to Council and seek Council input and direction. The proposed process will include: issuing a news release and publishing notice in the newspaper and on the City's website seeking comment on the franchise renewal and notifying the public of a public hearing. Comments may be submitted to the City Clerk by mail or personal delivery (in writing), to IT by email or a website set up to collect comments, or to Council at a public hearing to be held on August 11 as part of a regular Council meeting. Comments will be received online, by mail, email or personal delivery for no less than 30 days. The scope of the comments will be limited to the cable operator's past performance and the future cable-related needs of the community.

July 14 to July 20: Staff to publish the notice indicated above and start collecting comments.

July 27 Council Work Session: Staff to advise Council of the format of the upcoming public hearing and any legal issues, and provide guidance on what Council should pay particular attention to regarding the legal and policy issues. This may include subject matter for a closed executive session.

July 28 Regular Council Meeting: City Council to approve Resolution setting public hearing on August 11, 2015.

August 11 Regular Council Meeting: A Public Hearing on the Cable Operator's past performance and future cable-related needs of community shall be held at the regular Council meeting. At the hearing, City staff and SCETC will present their wants and needs and staff will provide a summary of public comment received to date. The hearing will provide an open forum for the public to provide comments directly to Council. Staff will compile the comments received at the public hearing.

August 12-21: Staff to compile public comment, prepare memorandum to Council with recommendations, and incorporate public-comment-based changes into a draft franchise agreement. Prior to the August 24 Council work session, staff will provide Council with the draft franchise agreement and memorandum, both of which will be confidential prepared for elected official work-product.

August 24 Council Work Session: Staff will recommend that Council hold a closed executive session to review the draft franchise agreement and to instruct staff/negotiators.

August 25 to ?: Staff will provide the revised draft franchise to Comcast and schedule a meeting with Comcast to discuss the City's franchise-related needs.