

## **CABLE TELEVISION COMMISSION**

**AUTHORITY:** By order of City Council dated July 14, 1988

**NUMBER OF MEMBERS:** Three (3)

**TERM OF OFFICE:** 1, 2 & 3 Years

**REGULAR MEETING DATE:** Third Wednesday of each month

Staunton City Council hereby establishes the Staunton Cable Television Commission to act as a liaison between the City of Staunton (franchisor) and the Cable Company (franchisee) holding a valid franchise agreement to operate within the corporate limits of the City of Staunton. The Commission will be charged with the duty of evaluating the quality and adequacy of cable television service within the City and report no less than annually to Staunton City Council on this level of service.

The Commission will act as an independent evaluator of complaints made by the general public and assist in the coordination of their resolution with the Company. As part of this function, the Commission will act as a review body on the Monthly Complaint Report prepared by the Cable Company to determine if any repetitive or reoccurring problems exist that could indicate a need for City Council to make a formal request of the Company to take additional steps in the resolution of these complaints and/or problems.

The Staunton Cable Television Commission will serve as a Review and Advisory Board on behalf of Staunton City Council in any and all refranchising negotiations and any proposed programming changes. This function will include the review and recommendation regarding the possible sale of a cable company holding a valid franchise to operate in the City to another parent company. The Commission will review references and background information on the potential parent company and make recommendation to Staunton City Council. The Commission is also charged with the responsibility to perform a regulatory review, no less than annually, on behalf of City Council to ensure that the Company holding the valid franchise agreement to operate within the City is performing up to its requirements and responsibilities delineated in the franchise agreement. Should it be found that the Company is not performing one or more of its requirements under the franchise agreement, the Commission will formally notify Staunton City Council of its findings and perform whatever additional function Council may deem appropriate in this regard. Finally, the Cable Television Commission will act as a review and advisory body to Staunton City Council and/or the City Manager on any and all matters dealing with cable television service within the City of Staunton. The City Manager will appoint a staff liaison(s) to the Cable Television Commission to ensure adequate communication between City staff and the Commission and to make sure complaints directed to City staff's attention are properly communicated to the Commission for its eventual action.

SPECIAL QUALIFICATIONS: Members of the Staunton Cable Television Commission must be residents of the City of Staunton and must be willing to maintain cable television service in their homes throughout the duration of their service on the Commission. Furthermore, it is suggested, but not required, that potential appointees to the Commission have maintained continuous cable television service in their homes for at least one (1) year prior to their appointment.

Andrea W. Oakes, Council Liaison  
Kurt S. Plowman, Staff Liaison