MINUTES OF
TCI CABLE COMMISSION
MEETING
APRIL 11, 1995
6:00 P.M.
COMMUNITY DEVELOPMENT BUILDING
719 E. FIRST STREET
NEWBERG, OREGON 97132

Members Present:

Reuben Contreras, Jr. (TCI)
Peggy Hall
Scott Headley
Maryann Mitchell
Jack Eichhorn
Mona Harper
Bryan Lynch
Jim Morrison

Others in Attendance:

Donna Proctor, Mayor
Terrence D. Mahr, City Attorney
Duane R. Cole, City Manager
Katherine McEneaney, System General Manager (TCI)

I. Introduction of Cable Commission Members

City Attorney Terrence D. Mahr opened the meeting and welcomed the Commission members. Mr. Mahr further noted that these meetings would be open to the public and would be held at a public place. The Newberg Public Library will be considered due to the room capacity. Discussion was held concerning the frequency of the meetings and dates available. Mr. Mahr noted that he has had contact with Cliff Ross, City Attorney for the City of McMinnville concerning their renewal process. Mr. Mahr also stated that the Council envisions that the TCI Cable Commission would help with the ground work for the franchise renewal process in conjunction with similar cities in Yamhill County.

II. Introduction of TCI Representatives

Mr. Mahr introduced Ms. Katherine McEneaney, System General Manager, and Reuben Contreras, Jr., Community Access Director.

III. Organization of Commission - Chairman/Vice-Chairman

Discussion was held concerning the appointment of the Chair and Vice-Chair of the Committee. It was decided that the Committee would wait until the arrival of all members (2 members were not in attendance at this time).

IV. Purpose of Commission - Mission

Mr. Jim Morrison stated that he has been working with Newberg High School students concerning video programming. Mr. Morrison stated that it has been difficult to get adults involved in this area. Mr. Morrison further noted that the students, with proper guidance and supervision, would be ideal to set up the studio and help with the cable access - promote a more youth oriented concept. Discussion was held concerning George Fox College (GFC) students. Ms. Katherine McEeaney stated that TCI does programming for GFC basketball, baseball and other events and works with GFC staff and students. Mr. Reuben Contreras stated that TCI wants to keep it simple for the community to be more involved.

Mr. Contreras further stated that the cable access also does programming for the fire and police departments (which includes time allotted for the local levy elections and police and fire updates). Mr. Contreras further discussed additional programming times and channels available for public meetings and local events. Channel 3 lists the programs available on the system. The public meetings are aired on Channel 9 on Wednesdays.

Ms. McEneaney stated that TCI is presently working with fiber optic systems which clarify sound and quality of the picture. She further added that the Sci-Fi channel will not be an option in the near future, but other options are Court T.V., E-Channel, Country Music and others. This should happen before the cable franchise ends. Ms. McEneaney discussed the process for the rebuilding from the Dayton site. Discussion was held concerning types of programming. Members represented their concerns for a "Jim Spaggs" type video programming that was shown on Washington County access channels. Mr. Contreras noted that due to Federal Communication Commission (FCC) regulations, the programming must be open. Discussion was held concerning controlling the input. Ms. McEeaney stated that she does not anticipate a problem. Mr. Contreras stated that there are other videos that are being submitted (Reluctant Gourmet, Men on Sports, etc.)

Discussion was also held concerning the franchise area (Carlton, Yamhill, Dayton, Lafayette, Dundee and Newberg). Ms. McEneaney stated that the Dayton Cable Commission meets every quarter. Mr. Contreras noted that programming scheduling is getting full Monday through Friday. Programming is done pretty much on a first come first serve basis. Mr. Contreras noted that there is a California lawsuit involving community standards, but by scheduling air time, there is some way of controlling the programming. Newberg is the only city that video tapes its Council and Planning Commission meetings.

Mr. Contreras stated that Josh Nauman video tapes the various City of Newberg meetings and that he has good equipment to accomplish this programming. Duane Cole stated that he has tried the interview format prior to the Council meetings. He said that he did not receive any feedback. Discussion was held concerning interviewing various Council members' views on issues before the Council. Ms. Maryann Mitchell stated that she would like to see other cities participate in the governmental programming and air their Council and Committee/Commission meetings.

Mr. Mahr noted that there are ideas and issues that could be addressed at the local level through the cable access channel (more input at public meetings, Council of Government [COG] funds available, restrictions and guidelines for content, contact with other cable commissions and coordinate meetings and discussions, Council and other Commission/Committee meetings and interviews, rental or use of studio equipment and time).

V. Organization of Commission - Chairman/Vice-Chairman

With all members in attendance, Mr. Mahr stated that the floor would be open for nominations for Chair and Vice Chair. The two positions would be for one year terms. The members are appointed for a two year term. Discussion was held concerning staggering the terms to allow for the Commission as a whole not to have all members' terms expire at the same time (one half membership should remain when new appointments are made).

MOTION: Eichhorn/Harper to nominate Jim Morrison for a one year term as Chair. Mr. Morrison accepted the nomination. (Unanimous). Motion carried.

Mr. Mahr stated that a Vice Chair should be appointed as well. Discussion was held concerning appointing a person from outside the Newberg area.

MOTION: Harper/Headley to nominate Maryann Mitchell. Ms. Mitchell accepted the nomination. (Unanimous). Motion carried.

Mr. Mahr announced the following appointments:

Jim Morrison - Chair
Maryann Mitchell - Vice Chair

VI. Procedure for renewal of franchise - Negotiations

Discussion was held concerning reviewing this matter at a later date and that a sub-committee of this Commission could be appointed to review the franchise and coordinate with other cities on their procedure and issues.

VII. Background:

1. **Ordinance No. 2046, relating to construction, operation, regulation and control of cable communications within the City's territorial limits**

2. **Ordinance No. 2074, granting franchise**

3. **Ordinance No. 2106, establishing a cable communications commission, prescribing its powers, duties, organization and membership**

Mr. Mahr reviewed the ordinances providing for the Commission, its duties, powers, process and also providing for City staffing and assistance in reviewing the local cable system.

VIII. TCI Gross Receipts for the City of Newberg area

Mr. Mahr reviewed the packet of information presented to the Commission.

IX. Information and Technology Available

Mr. Mahr reviewed the packet of information presented to the Commission.

X. Discussion

Discussion was held concerning topics to be discussed at the next meeting scheduled for Monday, May 8, 1995 at 7:00 p.m. at the TCI Studios located at 406 E. First Street, Newberg, Oregon:

Mission statement
Renewal of Franchise (TCI will provide background information)
*Appointment of sub-committee to review franchise.
Staggering of Terms
Discussion of channel electives (new channels)
Discussion of another public access channel

Coordination with other cable commissions
Reporting to the Newberg City Council and other cities as represented

Mr. Cole asked TCI System General Manager Katherine McEneaney if she could provide copies of contracts for cities with population similar to Newberg, Carlton, Dundee, Yamhill and Dayton.

Ms. McEneaney provided copies of the City of Corvallis' contract for review. Mr. Mahr stated that he has contacted the City of McMinnville City Attorney (Cliff Ross) and is in the process of gathering information for evaluation purposes.

Mr. Morrison asked Ms. McEneaney if there were any complaints received about the system. Ms. McEneaney stated that there were three that she was aware of and that she would provide copies for the Commission.

Discussion was also held concerning taking the City of Newberg telephone number off of the cable billing statement. Ms. McEneaney stated that they were reviewing alternative ways of "relocating" that information (required by FCC) to another space on the statement.

Discussion was held concerning posting notices of the meetings for more public input. Ms. McEneaney thanked the Mayor and City staff for renewing the Commission and providing guidance. Discussion was held concerning the minutes. Peggy Hall indicated that she would prepare this meeting's minutes. Ms. Hall is a voting member of the committee.

XI. Adjournment

Mr. Morrison adjourned the meeting at 7:25 p.m. The next meeting is scheduled as follows:

Date: **May 8, 1995**
Time: **7:00 p.m.**
Place: **TCI Studio**
406 E. First Street, Newberg, Oregon

Jim Morrison

Jim Morrison, Chairman

5-m:\legal\wp5files\TCI\AG0411.95