

**HENDERSON COUNTY
CABLE FRANCHISE RENEWAL ADVISORY COMMITTEE CHARTER**

What is the Committee's purpose?

The primary purpose of the Committee is to assist Henderson County and any participating municipality with the renewal of its current franchise with Mediacom.

The Committee will be responsible for:

- Gathering information on an informal basis concerning needs of key stakeholder groups as related to cable, including citizens, the Henderson County Public School System, Blue Ridge Community College, Henderson County Government, and the municipalities within Henderson County which request the assistance of the Committee.
- Compiling information for use by a private consultant in preparing the first draft of a new franchise.
- Reviewing and revising draft of franchise prepared by consultant for presentation for public input.
- Reviewing and revising draft based on public input for presentation to the Board of Commissioners
- Conducting public education campaigns related to the powers and authorities of local government as related to cable television providers.
- Reviewing performance under the current franchise requirements.
- Conducting formal needs assessment pursuant to 47 USC 546 if requested to do so by the Board of Commissioners.

Who will the Committee report to?

The Henderson County Board of Commissioners
Participating Municipalities

Who will be staff to the Committee?

The County Manager and the County Attorney
Participating City Managers and City Attorneys

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What is the duration of the Committee's existence?

Until franchise renewal is complete.

How will the future tasks or projects of the Committee be determined?

By the Board of Commissioners and participating municipalities

What parameters must the Committee work within?

North Carolina Open Meetings and Public Records Laws
Minutes to be provided to the Board of Commissioners and participating municipalities

Will the Committee give reports on its activities?

The Committee shall report when public comment has been received and the draft of a new franchise is completed.

What is the make-up of the Committee?

Board of Commissioners will appoint 5 members that will service until franchise renewal process is completed. Each participating municipality will appoint one member of the Committee. The members of the Committee will select their leaders.

January 26, 2005 Draft

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Informal Process:

1. Committee Formed
2. Committee:
 - a. Reviews work of ad hoc Committee
 - b. Receives needs of key stakeholder groups: Schools, County Government, Blue Ridge Community College, and participating Municipalities.
 - c. Summarizes information to formulate issues to be addressed in the first draft of the franchise.
3. Preparation of First Draft by the County and City Managers, the County and City Attorneys and Consultant.
4. Committee reviews and comments on draft.
5. Draft revised per Committee's comments.
6. Committee educates public
7. Committee holds public input session on draft.
8. Committee recommends any further changes to draft based on input.
9. Draft revised per Committee direction.
10. Draft presented to Board of Commissioners and participating municipalities for review and comments.
11. Draft revised per Board of Commissioners and participating municipality's direction and given to Mediacom as a proposed franchise.
12. Board of Commissioners and participating municipalities authorizes their Managers, Attorneys and Consultant to proceed with negotiations with Mediacom.
13. Negotiated revisions brought back to Board of Commissioners and participating municipalities for comment and/or approval.