

RESOLUTION NO. 1429

A RESOLUTION OF THE BOARD OF SUPERVISORS OF
DOYLESTOWN TOWNSHIP, BUCKS COUNTY,
PENNSYLVANIA APPROVING THE DOYLESTOWN
TOWNSHIP GOVERNMENT ACCESS CHANNEL USE POLICY

WHEREAS, the Township of Doylestown has established a Government Access Channel, which said channel is intended to provide cable viewing of meetings of the Board of Supervisors, as well as other information; and

WHEREAS, the Board of Supervisors of Doylestown Township is desirous of establishing a Policy related to the use of the Doylestown Township Government Access Channel; and

NOW, THEREFORE, be it resolved as follows:

Section 1. Policy Statement. Government Access Channel programming shall be the responsibility of the Doylestown Township Manager at the direction of the Township Board of Supervisors, and by recommendation of the Telecommunications Advisory Board of Doylestown Township. The Township Supervisors shall set the policies for government access use. The programming policy shall be to provide township residents with direct, non-editorial information concerning government deliberations, services, programs and activities, and also to provide educational and public information materials sponsored by Doylestown Township. The Government Access Channel is intended to be neither a political forum nor a mechanism for building support for a particular policy, program or issue.

Section 2. Government Access Channel Objectives.

1. To inform Township residents about programs and services offered by Township departments.
2. To disseminate information on the activities of the Board of Supervisors, as well as administrative and advisory bodies of the Township.
3. To make public proceedings and events more accessible to Township residents.
4. To provide information pertinent to Township residents from other local, state, and federal governmental entities.
5. To provide educational and public informational materials to Township residents through cablecast presentations.

6. To provide more extensive information on selected Township topics and activities not fully covered by existing communications tools.

7. To improve emergency communications in the event of disaster or widespread service disruption.

Section 3. Channel Designation.

The Government Access Channel shall operate on a channel designated by the providers, currently Channel 22 on the Comcast system and Channel 31 on Verizon FIOS TV.

Section 4. Types of Programs.

A. Live cablecast - Live coverage of selected meetings and events may be provided. This may consist of Township Supervisor and advisory board meetings, live call-in shows and other special programmed events. The Township is not responsible or liable for vulgar or inappropriate language or words uttered by the public during live cablecasts. Also, the Township cannot suppress vulgar or inappropriate language or words uttered during live cablecasts.

B. Recorded cablecast - Recorded meetings, shows and events videotaped in advance for cablecast at a later time. Note: Some events will be cablecast live and will also be recorded for later playback.

C. Staff-originated programming - Programs produced by the Township Manager to include programs for Township departments, issues related to Township government or about groups/committees/boards, etc., that are affiliated with Township government or which use public funds. These programs could be either live or recorded cablecasts.

D. Outside-originated programming - Material that is related to municipal, county, state, or the federal government that is produced by an outside source that can be purchased, rented or borrowed for cablecast. Also, programs disseminated through satellite down-link that are related to local, state, or federal issues may be cablecast.

E. Public service announcements - Recorded spots announcing events of importance to residents that are produced by the Township or obtained from outside sources. These may include, but are not limited to local, regional, state, and national events.

F. Bulletin-board information - Character generated messages related to Township activities, programs, services and events sponsored in whole or in part by the Township or other governmental units affecting Township residents. This service will operate 24 hours a day when other programming is not scheduled.

Section 5. Access Policy.

All programming cablecast over the Government Access Channel must be government-related. Programs may include meetings, activities, programs, services and events of Township departments and services, or other government entities. Requests to use the Government Access Channel should be made to the Township Manager who has final approval authority for such requests, and is the administrator of the video program for the Township. A weekly program log will be kept to record all programming cablecast during each week. The Government Access Channel is not to be utilized for announcements from the general public. Access to the channel shall be limited to Township government, or quasi-government functions and operations.

Utilization of the channel for personal gain will not be permitted. Advertising or other information concerning any lottery, gift enterprise or similar promotion is prohibited. Programming which directly promotes religious beliefs or religious philosophies shall not be presented on the Government Access Channel.

There shall be no presentation of programming content, which, in the opinion of the Township Manager or his/her designee, is indecent, obscene or illegal. Programs containing copyrighted materials will not be telecast without proper copyright authorization. Outside agencies submitting programming for telecast are responsible for obtaining all necessary copyright clearance and shall hold the Township, its officers and agents, harmless in any case of copyright infringement.

Section 6. Access Priorities.

Following is a list of general priorities. that will apply to the Government Access Channel. The priorities may be altered on a case-by-case basis by the Township Manager.

- A. Programming of an emergency nature involving public safety or health matters.
- B. Programming of or about meetings of policy-making bodies such as the Township Board of Supervisors, etc.
- C. Programming of various departments and their services.
- D. Programming of county, state, federal government and/or Township boards, commissions and authorities and/or agencies that use public funds.
- E. Programming produced by outside sources that are relevant to local government.

Section 7. Management of the Doylestown Township Government Access Channel.

Management and programming of the Government Access Channel is provided by the Township and administered by the Special Projects Coordinator with the assistance of the Telecommunications Advisory Board. Decisions regarding programs or schedules may be appealed to the Township Manager.

Section 8. Political Programming.

No political programming will be permitted on the Government Access Channel with the exception of providing factual information on any ballot issue directly affecting Township voters. Direct access to the Government Access Channel for political programming by individual candidates, or supporters of any candidate or issue, except as provided in the preceding paragraphs, will not be provided. Political programming related to candidate forums or public forums on ballot issues may be cablecast with a majority vote of the Township Board of Supervisors and only as follows:

1. The forum must address ballot issues directly affecting the Township voters; and,
2. All candidates for a particular office or sides of a particular issue must have an equal opportunity to participate in the forum; and,
3. The forum must be conducted in a dignified, respectful, and business-like manner; and,
4. No forum sponsor or its agents or affiliates, including but not limited to political action committees, may publicly endorse or have a stated position on any candidate or slate of candidates during the election season, which for purposes of this section is deemed to run from the opening of candidate filing for an election to the closing of the polls on election day. This section does not prohibit issue advocacy groups from being considered as forum sponsors. The Township reserves the right to reject, suspend, discontinue, or change the playback schedule of any political program at any time without notice to the program's sponsor.

Section 9. Editing Policy.

A. No Township Meeting cablecast shall be edited or subjected to editorial comment. Meeting coverage shall be from gavel to gavel excluding Executive Sessions. Editing of breaks or technical difficulties encountered during such meetings are permitted. Nothing set forth within this Policy shall preclude the Board of Supervisors from managing its public meeting.

B. Department Programs - Any program videotaped by the Township or on Township equipment may be modified or edited as appropriate except as discussed in Section A above. Editing will be based upon an approved script dictated by scheduling and staffing requirements.

C. Bulletin Board - Messages programmed into the bulletin board portion of the Government Access Channel may be submitted by appropriate user departments, agencies, etc. Editing by the Township Manager to provide clarity and maximum utilization of pages available may be required.

D. Doylestown Township shall not be held responsible for the accuracy of any information cablecast over the channel that was submitted by outside sources.

Section 10. Endorsement.

At no time will the Government Access Channel be utilized to endorse, market, or advertise an issue, candidate, specific person, company or brand name of a product for consumer use.

Section 11. Promotions.

Promotional announcements for Township-sponsored events, programs, and activities will be permitted on the Government Access Channel. Promotional announcements for events, charities or outside organizations in which the Township has no official interest or sponsorship shall not be permitted.

Section 12. Use of Township-owned Equipment.

Township-owned video equipment shall be used only for authorized Township activities, and by employees of Doylestown Township or trained personnel under the direction of the Township Manager. Loaning of equipment for personal or outside use shall not be permitted. Utilization of Township-owned media production facilities shall be limited to Township personnel or others trained and under direction of the Township Manager.

Section 13. Media Duplication Guidelines.

Except for otherwise copyrighted material content the public may make recordings of cablecasts of the GAC for their private use. It is not the intent of the Township to regularly provide tape/digital copies of cablecasts although upon special request and at its convenience the Township may provide tape or digital recordings of individual cablecast events for a fee to be determined by the Board of Supervisors in its annual Resolution adopting fees for various services provided for the Township, e.g., a Supervisor's meeting, a township sponsored video

production, and the like. Requests for duplication of recording media shall be submitted at least 30 days prior to the requested delivery date.

Section 14. Retention and Ownership of Media.

All media shall be the property of the Township. One copy of all staff produced programs, meetings and events will be kept by the Township for one year. At any time, recorded originals may be erased and reused, at the discretion of the Township Manager. Recording media shall not be considered an official record of any meeting and there shall be no liability for inadvertent erasure or omissions.

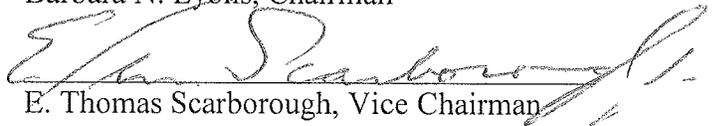
RESOLVED by the Board of Supervisors of Doylestown Township, Bucks County, Pennsylvania, on the 7 day of October, 2008.

**DOYLESTOWN TOWNSHIP BOARD
OF SUPERVISORS**

By:

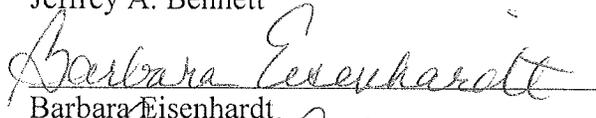


Barbara N. Lyons, Chairman

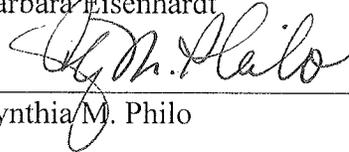


E. Thomas Scarborough, Vice Chairman

Jeffrey A. Bennett



Barbara Eisenhardt



Cynthia M. Philo