

NORTH METRO TELECOMMUNICATIONS COMMISSION MEETING

June 17, 2020

6:00 p.m.

SPRING LAKE PARK CITY OFFICES

1301 81ST Avenue NE

MEETING WILL BE HELD VIA VIDEO/PHONE CONFERENCE. A LINK TO THE VIDEO/PHONE CONFERENCE WILL BE PROVIDED VIA EMAIL AND BE AVAILABLE ON THE NMTV WEBSITE.

AGENDA

1. Call to Order/Roll Call
2. Public Comments
3. Approval of the Agenda
4. Consent Agenda [pp. 1-15](#)
 - a. Minutes of regular meeting of May 20, 2020
 - b. May financial reports and bill list
 - c. Minutes of Operations Committee meeting of June 2, 2020
 - d. Minutes of Executive Committee meeting of June 3, 2020
5. Executive Director Report
 - a. Monthly Report [pp. 16-23](#)
 - b. Recommended 2021 NMTC Budget [pp. 24-36](#)
6. Legal Counsel Report
 - a. Monthly Report
7. Old Business
8. New Business
 - a. Summer Meeting Schedule
9. Recommended Reading [pp. 37-44](#)
10. Community Calendar
 - A. Next Meeting Dates:
 - a. Operations Committee – June 30, 2020
 - b. Executive Committee – July 1, 2020
 - c. Cable Commission – July 15, 2020
11. Adjournment

NORTH METRO TELECOMMUNICATIONS COMMISSION

UNAPPROVED MINUTES

Commission Meeting – May 20, 2020

CALL TO ORDER

Chair D. Stoesz called the regular meeting of the North Metro Telecommunications Commission to order at 6:00 p.m. The meeting was held electronically via Zoom.

ROLL CALL

Directors Present: Dick Swanson; Blaine, Matt Montain; Centerville, Brandon Winge; Lexington, Steve McChesney; Circle Pines; Dale Stoesz; Lino Lakes

Directors Absent: Bob Nelson; Spring Lake Park, Brian Kirkham; Ham Lake

Others Present: Heidi Arnson; Executive Director, Mike Bradley; Legal Counsel, Rose Valez; Admin. Asst., Greg Emmerich; CPA

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE AGENDA

The May 20, 2020 North Metro Telecommunications Committee meeting agenda was approved as presented. **Motion for approval made by M. Montain. Second, D. Swanson. Ayes: D. Swanson, M. Montain, S. McChesney, B. Winge, D. Stoesz. Nays: None. Motion passed unanimously.**

CONSENT AGENDA

- **Minutes, Bill List, Financial Reports**

The April 15th, 2020 NMTC meeting minutes, the May 6, 2020 Executive Committee meeting minutes, the May 5, 2020 Operations Committee meeting minutes, and the April bill list and financial reports were approved as presented. **Motion for approval made by S McChesney. Second, D. Swanson. Ayes: D. Swanson, M. Montain, S. McChesney, B. Winge, D. Stoesz. Nays: None. Motion passed unanimously.**

REPORT OF EXECUTIVE DIRECTOR

H. Arnson reported on the following items:

- H. Arnson introduced CPA G. Emmerich, of Harrington, Langer and Associates, for the audit presentation. He reviewed the 2019 North Metro Telecommunications Commission annual financial report. No abnormalities were found and the Commission is in a good financial position.

MOTION: To approve the 2019 North Metro Telecommunications Commission annual financial report as presented. **Motion for approval made by B. Winge. Second, M. Montain. Ayes: D. Swanson, M. Montain, S. McChesney, B. Winge, D. Stoesz. Nays: None. Motion passed unanimously.**

- Sports Department members, Kenton Kipp and Jeremy Millington, are working with school districts to produce virtual graduation ceremonies and other year end celebrations, including scholarship and award ceremonies and a National Honor Society Honors Night.
- Municipal Producer, Trevor, Scholl, covered a Beyond the Yellow Ribbon event for Spring Lake Park and is working with the Centerville EDA to highlight local businesses.
- Special Events Coordinator, T.J. Tronson, continues to work with the Blaine Police Department to produce public service announcements and to help with a virtual award presentation to Madison Elementary School.
- A plan has been put in place to reopen north Metro TV to the public on June 1st. Procedures have been put in place to limit the number of people utilizing the facility, insure distancing and other safety measures, and allow for sanitizing between uses.
- The first quarter franchise and PEG fee reports have been received. The numbers were both down from the fourth quarter of last year but less than was expected. Future numbers will likely be influenced by the COVID-19 shut-down.

REPORT OF LEGAL COUNSEL

M. Bradley reported on the following items:

- M. Bradley has filed a brief in the appeal of the FCC's Third Order and Report, at the 6th District Court of Appeals. Brief filings will continue through the fall. Oral arguments will probably take place the 4th quarter of 2020.

- Recent changes to the Minnesota Open Meeting Law will allow continued remote participation in meetings, if the member has a COVID-19 related health concern.
- Resolution of the Comcast franchise and PEG fee review is still out there. M. Bradley is waiting for a response from Comcast. He will follow-up.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMUNITY CALENDAR

Upcoming meetings include:

1. The Operations Committee on June 2, 2020
2. The Executive Committee on June 3, 2020
3. The Cable Commission on June 17, 2020

ADJOURN

The meeting was adjourned at 6:22 p.m. **Motion for approval made by M. Montain. Second, S. McChesney. Ayes: D. Swanson, M. Montain, S. McChesney, B. Winge, D. Stoesz. Nays: None. Motion passed unanimously.**

The next meeting of the NMTC will be held on **Wednesday, June 17, 2020 at 6:00 p.m.** at the city offices of Spring Lake Park.

Matt Montain; Secretary, NMTC

**NORTH METRO TELECOMMUNICATION
BILL LIST**

MAY 2020

Date	Check #	Payee	Amount	
MAY	COMBINED	PAYROLL	37,638.08	WAGES
MAY	COMBINED	IRS/US PAYABLE	12,708.14	WAGES
MAY	COMBINED	MN REVENUE PAYABLE	2,226.79	WAGES
MAY	COMBINED	PERA PAYABLE	7,296.93	WAGES
MAY	COMBINED	PEACHTREE	44.20	MONTHLY SERVICE
MAY	COMBINED	DISCOVERY BENEFITS	1,062.50	HEALTH SAVINGS EMPLOYEE
13687	5/5/20	City of Blaine	124,755.92	2016A GO BONDS
13688	5/5/20	City of Circle Pines	11,095.08	2016A GO BONDS
13689	5/5/20	City of Centerville	7,736.44	2016A GO BONDS
13690	5/5/20	City of Ham Lake	32,335.55	2016A GO BONDS
13691	5/5/20	City of Lexington	4,146.18	2016A GO BONDS
13692	5/5/20	City of Lino Lakes	38,218.95	2016A GO BONDS
13693	5/5/20	City of Spring Lake Park	13,341.89	2016A GO BONDS
13694	5/5/20	B Harris, Inc.	225.00	MONTHLY SERVICE
13695	5/5/20	League of MN Cities	9,058.00	ANNUAL PROPERTY/CASUALTY
13696	5/5/20	Richard D. Larson	316.00	JANITORIAL/MAINTENANCE
13697	5/5/20	Z Systems	17,423.78	STUDIO/SPORTS
13698	5/5/20	Z Systems	3,098.49	STUDIO/ENCODERS
13699	5/13/20	Winfield's Windows & Things, Inc	350.00	SEMI-ANNUAL CLEANING
13700	5/13/20	FirstCom Music	1,922.00	ANNUAL MEMBERSHIP
13701	5/19/20	Rusty S. Ray	62.96	EXPENSES
13702	5/19/20	INTERSTATE COMPANIES, INC	2,101.59	ANNUAL GENERATOR MAINTENANCE
13703	5/20/20	Corporate Mechanical	1,207.00	A/C UNIT MAINTENANCE
13704	5/20/20	League of MN Cities	445.00	ANNUAL PROPERTY/CASUALTY-BALANCE
13705	5/20/20	Coastal Wintergreen LLC	775.00	MONTHLY SERVICE
13706	5/25/20	BIOCLEAN Mobile Wash, Inc.	100.00	TRUCK MAINTENANCE
13707	5/29/20	Michael S. Johnson	233.10	EXPENSES
13708	5/30/20	Kaitlynn Johnson	500.00	STIPEND
EFILE	5/1/20	Authorize.Net	35.19	MONTHLY SERVICE
EFILE	5/6/20	Chase Visa Card Services	729.74	OS/SFTWR/EQUIP
EFILE	5/6/20	Chase Visa Card Services	2,147.49	ANNUAL CONTRACT/SOFTWARE
EFILE	5/1/20	Virtual Merchant Credit Card	10.00	MONTHLY SERVICE
EFILE	5/19/20	Sage Checks and Forms	123.00	CHECKS
EPAY-01	5/1/20	Principal Financial Group	487.85	STD/LTD/LIFE/ADD
EPAY-02	5/2/20	POPP TELECOM	211.11	MONTHLY SERVICE
EPAY-03	5/3/20	Comcast	289.67	MONTHLY SERVICE
EPAY-04	5/3/20	T-Mobile	102.16	MONTHLY SERVICE
EPAY-05	5/4/20	Speedway	24.08	MONTHLY SERVICE
EPAY-06	5/7/20	Holiday Station Stores	178.00	MONTHLY SERVICE
EPAY-07	5/12/20	AT&T Wireless	427.47	MONTHLY SERVICE
EPAY-08	5/14/20	Republic Services	180.12	MONTHLY SERVICE
EPAY-09	5/15/20	CenterPoint Energy	178.16	MONTHLY SERVICE
EPAY-10	5/15/20	Comcast Business 200M/200M	1,074.66	MONTHLY SERVICE
EPAY-11	5/15/20	U.S. Bank Card Service	41.05	ZOOM/STAMPS
EPAY-12	5/22/20	HealthPartners	11,467.33	HEALTH/DENTAL
EPAY-13	5/26/20	City of Blaine-utilities	68.23	MONTHLY SERVICE
EPAY-14	5/26/20	Connexus Energy	1,453.27	MONTHLY SERVICE
EPAY-15	5/26/20	BizzyWeb, LLC	800.00	ANNUAL WEBSITE HOSTING
APR SALES TAX	5/15/20	MN Dept. of Revenue	40.00	SALES TAX

350,493.15

North Metro Telecommunications Commission

Balance Sheet

May 31, 2020

ASSETS

Current Assets

Cash - Checking Account	\$	2,300,041.24
Petty Cash		150.00
A/R - NMTC		194,954.36
Prepaid Insurance - NMTC		11,182.00

Total Current Assets 2,506,327.60

Property and Equipment

Office Equipment - NMTC	1,433,026.18
Accum Deprec - NMTC	(2,678,412.72)
Bond Equipment 2016	1,985,000.00
Building-Polk/125	1,572,799.17
Land-Polk/125	225,700.00

Total Property and Equipment 2,538,112.63

Other Assets

Deferred Out Related/Pension	40,333.00
------------------------------	-----------

Total Other Assets 40,333.00

Total Assets \$ 5,084,773.23

LIABILITIES AND CAPITAL

Current Liabilities

A/P - NMTC	\$	7,243.70
Accrued Payroll Taxes & W/H's		449.54
PERA - CORRECTIONS		310.09
Garnished Wages		86.40
Garnished Wages		(86.40)
PERA PAYABLE - PRIOR		(3,371.42)
Accrued Vacation		101,697.21
Accrued Wages		2,299.11
Franchise Fee App		942,358.52
Due to City of Blaine		554,758.00
Due to City of Centerville		34,402.00
Due to City of Circle Pines		49,336.50
Due to City of Ham Lake		143,788.00
Due to City of Lexington		18,347.00
Due to City of Lino Lakes		169,950.00
Due to City of Spring Lake Par		59,328.00
Deferred In Related/Pension		110,477.00

Total Current Liabilities 2,191,373.25

Long-Term Liabilities

Net Pension Liability	536,291.00
-----------------------	------------

Total Long-Term Liabilities 536,291.00

Total Liabilities 2,727,664.25

Capital

Net Equity	359,252.88
Net Equity - Media Ctr	(206,243.34)
Net Equity - NMTC	2,517,656.37
Net Income	(313,556.93)

Total Capital 2,357,108.98

Total Liabilities & Capital \$ 5,084,773.23

North Metro Telecommunications Comm

Cash Receipts Journal

For the Period From May 1, 2020 to May 31, 2020

Date	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
5/21/20	SETTLEMENT	SETTLEMENT ACT CenturyLink-Franchise	7,000.00	7,000.00
5/28/20	MAY CC SALES-AUTH	MAY CC SALES-AUTH MAY CC SALES-AUTH FEES Credit Card Sales	1.16 38.84	40.00
5/29/20	MAY CC SALES-AUTH	MAY CC SALES-AUTH MAY CC SALES-AUTH FEES Credit Card Sales	0.58 19.42	20.00
5/30/20	INTEREST	INTEREST INTEREST - COMMISSION	459.50	459.50
			<u>7,519.50</u>	<u>7,519.50</u>

North Metro Telecommunications Comm

Check Register

For the Period From May 1, 2020 to May 31, 2020

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Amount
EFILE	5/1/20	Discovery Benefits	22.50
EFILE	5/1/20	Authorize.Net	35.19
EFILE	5/1/20	Virtual Merchant Credit Card	10.00
EPAY-01	5/1/20	Principal Financial Group	487.85
EPAY-02	5/2/20	POPP TELECOM	211.11
EPAY-04	5/3/20	T-Mobile	102.16
EPAY-03	5/3/20	Comcast	289.67
EPAY-05	5/4/20	Speedway	24.08
13687	5/5/20	City of Blaine	124,755.92
13688	5/5/20	City of Circle Pines	11,095.08
13689	5/5/20	City of Centerville	7,736.44
13690	5/5/20	City of Ham Lake	32,335.55
13691	5/5/20	City of Lexington	4,146.18
13692	5/5/20	City of Lino Lakes	38,218.95
13693	5/5/20	City of Spring Lake Park	13,341.89
13695	5/5/20	League of MN Cities	9,058.00
13696	5/5/20	Richard D. Larson	316.00
13697	5/5/20	Z Systems	17,423.78
13698	5/5/20	Z Systems	3,098.49
13694	5/5/20	B Harris, Inc.	225.00
EFILE	5/6/20	Discovery Benefits	520.00
EFILE	5/6/20	Chase Visa Card Services	729.74
EFILE	5/6/20	Chase Visa Card Services	2,147.49
EPAY-06	5/7/20	Holiday Station Stores	178.00
PEACH	5/8/20	Peachtree/Sage Software	22.10
EFILE	5/8/20	MN Dept. of Revenue	1,114.74
EFILE	5/8/20	Public Employees Retirement	3,635.69
EFILE	5/8/20	IRS/US BANK	6,324.52
EPAY-07	5/12/20	AT&T Wireless	427.47

North Metro Telecommunications Comm

Check Register

For the Period From May 1, 2020 to May 31, 2020

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

Check #	Date	Payee	Amount
13699	5/13/20	Winfield's Windows & Things, Inc	350.00
13700	5/13/20	FirstCom Music	1,922.00
EPAY-08	5/14/20	Republic Services	180.12
EPAY-09	5/15/20	CenterPoint Energy	178.16
APR SALES TAX	5/15/20	MN Dept. of Revenue	40.00
EPAY-11	5/15/20	U.S. Bank Card Service	41.05
EPAY-10	5/15/20	Comcast Business 200M/200M	1,074.66
13701	5/19/20	Rusty S. Ray	62.96
13702	5/19/20	INTERSTATE COMPANIES, INC	2,101.59
EFILE	5/19/20	Sage Checks and Forms	123.00
EFILE	5/20/20	Discovery Benefits	520.00
13703	5/20/20	Corporate Mechanical	1,207.00
13704	5/20/20	League of MN Cities	445.00
13705	5/20/20	Coastal Wintergreen LLC	775.00
PEACH	5/22/20	Peachtree/Sage Software	22.10
EFILE	5/22/20	MN Dept. of Revenue	1,109.60
EFILE	5/22/20	Public Employees Retirement	3,635.69
EFILE	5/22/20	IRS/US BANK	6,300.20
EPAY-12	5/22/20	HealthPartners	11,467.33
13706	5/25/20	BIOCLEAN Mobile Wash, Inc.	100.00
EPAY-13	5/26/20	City of Blaine-utilities	68.23
EPAY-14	5/26/20	Connexus Energy	1,453.27
EPAY-15	5/26/20	BizzyWeb, LLC	800.00
13707	5/29/20	Michael S. Johnson	233.10
13708	5/30/20	Kaitlynn Johnson	500.00
EFILE	5/31/20	Public Employees Retirement	25.55
EFILE	5/31/20	MN Dept. of Revenue	2.45
EFILE	5/31/20	IRS/US BANK	83.42
Total			<u>312,855.07</u>

North Metro Telecommunications Comm

General Journal

For the Period From May 1, 2020 to May 31, 2020

Date	Reference	Trans Description	Debit Amt	Credit Amt
5/1/20	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	95,473.58	95,473.58
5/1/20	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	23,293.08	23,293.08
5/29/20	ACCRUED DEPRECIATION	ACCRUED DEPRECIATION ACCRUED DEPRECIATION	12,900.00	12,900.00
5/29/20	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	101,697.21	101,697.21
	Total		233,363.87	233,363.87

North Metro Telecommunications Comm

Cash Disbursements Journal

For the Period From May 1, 2020 to May 31, 2020

Date	Check #	Account Description	Debit Amo	Credit Amou
5/1/20	EFILE	Electronic Filing Charges Cash - Checking Account	10.00	10.00
5/1/20	EFILE	Electronic Filing Charges Cash - Checking Account	22.50	22.50
5/1/20	EFILE	Electronic Filing Charges Cash - Checking Account	35.19	35.19
5/1/20	EPAY-01	Health/Dental/Other Cash - Checking Account	487.85	487.85
5/2/20	EPAY-02	Telephone/Internet/Web Service Cash - Checking Account	211.11	211.11
5/3/20	EPAY-03	Telephone/Internet/Web Service Cash - Checking Account	289.67	289.67
5/3/20	EPAY-04	Telephone/Internet/Web Service Cash - Checking Account	102.16	102.16
5/4/20	EPAY-05	Gas & Oil Cash - Checking Account	24.08	24.08
5/5/20	13687	Bond Payment Cash - Checking Account	124,755.92	124,755.92
5/5/20	13688	Bond Payment Cash - Checking Account	11,095.08	11,095.08
5/5/20	13689	Bond Payment Cash - Checking Account	7,736.44	7,736.44
5/5/20	13690	Bond Payment Cash - Checking Account	32,335.55	32,335.55
5/5/20	13691	Bond Payment Cash - Checking Account	4,146.18	4,146.18
5/5/20	13692	Bond Payment Cash - Checking Account	38,218.95	38,218.95
5/5/20	13693	Bond Payment Cash - Checking Account	13,341.89	13,341.89
5/5/20	13694	Telephone/Internet/Web Service Cash - Checking Account	225.00	225.00
5/5/20	13695	Insurance Expenses Cash - Checking Account	9,058.00	9,058.00
5/5/20	13696	Trash/Janitor/Water Cash - Checking Account	316.00	316.00
5/5/20	13697	Studio Equip Purchases Cash - Checking Account	17,423.78	17,423.78
5/5/20	13698	Studio Equip Purchases Cash - Checking Account	3,098.49	3,098.49

North Metro Telecommunications Comm

Cash Disbursements Journal

For the Period From May 1, 2020 to May 31, 2020

Date	Check #	Account Description	Debit Amo	Credit Amou
5/6/20	EFILE	Computer Software/Upgrades	316.70	
		Office Equipment	229.95	
		Office Expenses	183.09	
		Cash - Checking Account		729.74
5/6/20	EFILE	Telephone/Internet/Web Service	2,147.49	
		Cash - Checking Account		2,147.49
5/6/20	EFILE	Health/Dental/Other	520.00	
		Cash - Checking Account		520.00
5/7/20	EPAY-06	Gas & Oil	178.00	
		Cash - Checking Account		178.00
5/8/20	EFILE	Fed/Fica/Medicare	6,324.52	
		Cash - Checking Account		6,324.52
5/8/20	EFILE	PERA PAYABLE	3,635.69	
		Cash - Checking Account		3,635.69
5/8/20	EFILE	State Withholding	1,114.74	
		Cash - Checking Account		1,114.74
5/8/20	PEACH	Electronic Filing Charges	22.10	
		Cash - Checking Account		22.10
5/12/20	EPAY-07	Telephone/Internet/Web Service	427.47	
		Cash - Checking Account		427.47
5/13/20	13699	Building Maintenance	350.00	
		Cash - Checking Account		350.00
5/13/20	13700	Computer Software/Upgrades	1,922.00	
		Cash - Checking Account		1,922.00
5/14/20	EPAY-08	Trash/Janitor/Water	180.12	
		Cash - Checking Account		180.12
5/15/20	APR SALES T	Video Media/Labels/Shipping	40.00	
		Cash - Checking Account		40.00
5/15/20	EPAY-09	Building Utilities	178.16	
		Cash - Checking Account		178.16
5/15/20	EPAY-10	Telephone/Internet/Web Service	1,074.66	
		Cash - Checking Account		1,074.66
5/15/20	EPAY-11	Postage/Subscriptions/Notices	24.99	
		Telephone/Internet/Web Service	16.06	
		Cash - Checking Account		41.05
5/19/20	13701	Administrative Mileage	62.96	
		Cash - Checking Account		62.96
5/19/20	13702	Maintenance/Fleet Vehicle	1,529.59	
		Building Maintenance	572.00	
		Cash - Checking Account		2,101.59

North Metro Telecommunications Comm

Cash Disbursements Journal

For the Period From May 1, 2020 to May 31, 2020

Date	Check #	Account Description	Debit Amo	Credit Amou
5/19/20	EFILE	Office Expenses Cash - Checking Account	123.00	123.00
5/20/20	13703	Building Maintenance Cash - Checking Account	1,207.00	1,207.00
5/20/20	13704	Insurance Expenses Cash - Checking Account	445.00	445.00
5/20/20	13705	Building Maintenance Cash - Checking Account	775.00	775.00
5/20/20	EFILE	Health/Dental/Other Cash - Checking Account	520.00	520.00
5/22/20	EFILE	Fed/Fica/Medicare Cash - Checking Account	6,300.20	6,300.20
5/22/20	EFILE	PERA PAYABLE Cash - Checking Account	3,635.69	3,635.69
5/22/20	EFILE	State Withholding Cash - Checking Account	1,109.60	1,109.60
5/22/20	EPAY-12	Health/Dental/Other Cash - Checking Account	11,467.33	11,467.33
5/22/20	PEACH	Electronic Filing Charges Cash - Checking Account	22.10	22.10
5/25/20	13706	Maintenance/Truck Cash - Checking Account	100.00	100.00
5/26/20	EPAY-13	Building Utilities Cash - Checking Account	68.23	68.23
5/26/20	EPAY-14	Building Utilities Cash - Checking Account	1,453.27	1,453.27
5/26/20	EPAY-15	Consulting Fees Cash - Checking Account	800.00	800.00
5/29/20	13707	Administrative Mileage Cash - Checking Account	233.10	233.10
5/30/20	13708	Intern Stipend Cash - Checking Account	500.00	500.00
5/31/20	EFILE	Fed/Fica/Medicare Cash - Checking Account	83.42	83.42
5/31/20	EFILE	PERA PAYABLE Cash - Checking Account	25.55	25.55
5/31/20	EFILE	State Withholding Cash - Checking Account	2.45	2.45
Total			312,855.07	312,855.07

**NORTH METRO TELECOMMUNICATIONS COMMISSION
UNAPPROVED OPERATIONS COMMITTEE MEETING NOTES**

Tuesday, June 2, 2020

CALL TO ORDER

The meeting began at 10:35 a.m.

MEMBERS PRESENT

D. Buchholtz, B. Petracek, D. Webster, M. Wolfe, P. Antonen, M. Statz, J. Karlson

MEMBERS ABSENT

OTHERS PRESENT

H. Arnson

APPROVAL OF MEETING NOTES

The meeting notes of May 5, 2020 were approved unanimously.

EXECUTIVE DIRECTOR REPORT

- H. Arnson presented the recommended 2021 Commission budget. Estimates for franchise fee and PEG fee income were done conservatively, with a total reduction of over \$153,000 in income expectations. The budget was reduced by over \$74,000, primarily in capital expenses. No COLA increase or increase in contribution to the staff benefits package was budgeted. It was recommended that the budget be revisited at the November meetings when a clearer understanding of franchise fee income for 2021 is available. The group noted that COLA increases are usually budgeted based on the average of what cities are giving their employees. There was discussion regarding staff morale and making sure that salaries remain at market level. The Committee noted that the NMTV staff was appreciated and the goal would be to find a way to provide COLA increases for 2021. The Committee recommended that the Cable Commission approve the budget as presented with the goal of making adjustments in November if possible.
- North Metro TV has reopened to the public, with safety measures in place. Face masks and gloves are required, occupancy limitations are in place, the public is restricted to certain areas of the building and all usage is by appointment only. Public areas are cleaned between uses.

OLD BUSINESS

- Updates were given regarding ongoing/completed issues. All seven cities have approved the Joint Powers Agreement updates. CenturyLink has signed the Settlement Agreement and Release and have paid the \$7,000.00 settlement amount. Lastly, Commission attorney, Mike Bradley, has filed a brief in the appeal of the FCC's Third Report and Order. The FCC's brief filing deadline is July 31st.

NEW BUSINESS

- The summer meeting schedule was considered. The July and August meetings are canceled unless circumstances warrant scheduling a meeting.

ADJOURNMENT

The meeting was adjourned at 11:47 a.m.

EXECUTIVE COMMITTEE MINUTES

Meeting of May 6, 2020

Executive Cmte. Present: Dick Swanson; Blaine, Dale Stoesz; Lino Lakes, Bob Nelson;
Spring Lake Park

Absent: Matt Montain; Centerville,

Others Present: Heidi Arnson; Executive Director

CALL TO ORDER

The Chair called the meeting to order at 6:11 p.m.

APPROVAL OF MINUTES

A motion to approve the May 6, 2020 Executive Committee meeting minutes was made by D. Stoesz. Second, D. Swanson. Ayes: D. Stoesz, D. Swanson, B. Nelson. Nays: None. Motion passed unanimously.

EXECUTIVE DIRECTOR / OPERATIONS COMMITTEE REPORT

- The recommended 2021 Commission budget was presented. Uncertainties regarding income projections were discussed. Income projections were done conservatively and over \$74,000 was cut from the 2020 budget, primarily in capital expenditures. No COLA increase or additional contribution to the benefits package was budgeted. Staff stated that the Operations Committee recommended revisiting the budget at the November meetings, after having a better sense of what franchise fees would look like. At that time a COLA increase could be added to the budget if income warranted it. The Executive Committee expressed concern that cities wouldn't have time to approve changes to the budget. They recommended including an up to 3% COLA increase initially, with the possibility of decreasing it.

MOTION: To recommend approval of the 2021 NMTC budget, as presented, with recommended COLA changes. **Motion made by D. Stoesz. Second, D. Swanson. Ayes: D. Stoesz, D. Swanson, B. Nelson. Nays: None. Motion passed unanimously.**

- North Metro TV has reopened to the public, with safety restrictions. Face masks and gloves are required, occupancy limits have been put in place, the public is restricted to certain parts of the building and all usage is by appointment only. Public areas are cleaned between uses.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- The summer meeting schedule was considered. If the budget is approved at the June meeting, the July and August Commission and Executive Committee meetings can be canceled. If circumstances warrant, a meeting could be rescheduled.

MOTION: To recommend canceling the July and August Executive Committee and full Commission meetings. **Motion made by D. Stoesz. Second, D. Swanson. Ayes: D. Stoesz, D. Swanson, B. Nelson. Nays: None. Motion passed unanimously.**

ADJOURN

Motion to adjourn made by D. Swanson. Second, B. Nelsom. Ayes: D. Stoesz, D. Swanson, B. Nelson. Nays: None. Motion passed unanimously. The meeting was adjourned at 6:37 p.m.

North Metro TV

May 2020 Update

Program Production

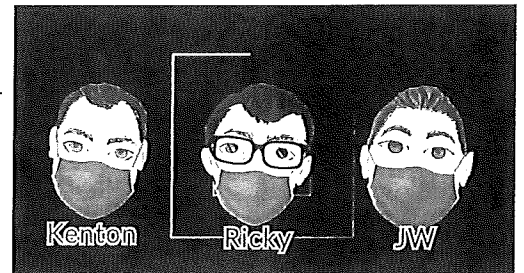
In May, a total of 65 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **48:15:00 hours of new programming**.

- 9 programs were produced by the public
- 32 programs were produced by NMTV staff
- 24 programs were produced by City staff



Van Shoots

Due to the cancellation of all public events, the HD truck was not used during the month of May. The interior and exterior of the truck were cleaned and the generator was serviced.



Workshops

Workshop	Instructor	Organization	Students
Lecture Series – LIVE-The Three Stooges: Comedy's Heavy Hitters	Eric Houston	General Public via Youtube Live	51 Live, 31 VOD
Lecture Series – VOD Hollywood Goes to the Dogs	Eric Houston	General Public via Youtube	8 VOD
Lecture Series – VOD Mary Pickford: The World's First Movie Star	Eric Houston	General Public via Youtube	11 VOD
Lecture Series – VOD The Marx Brothers: Groucho, Chico, Harpo, and Sometimes Zeppo	Eric Houston	General Public via Youtube	74 VOD
1 Live Workshop			51 Live Students, 93 Students w/VOD

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	192.75	69	4	13	415	\$639.00
February	286	69	86	18	1,020	\$3,595.00
March	343.25	58	107	0	3,587	\$627.00
April	0	0	0	0	341	\$0.00
May	0	0	0	0	495	\$0.00
TOTAL:	822.00	196	197	31	5,858	\$4,861.00

Public Usage Stats

For statistical purposes, the public access department documents total numbers of unique individuals and total hours of usage of the facility by the general public, every month. These numbers include regular users, class participants, individuals transferring videos, people who attend events, and any other public usage of the facility. The numbers do not take into account the many members of the public who work with any other NMTV department, such as news, sports, municipal, or educational.

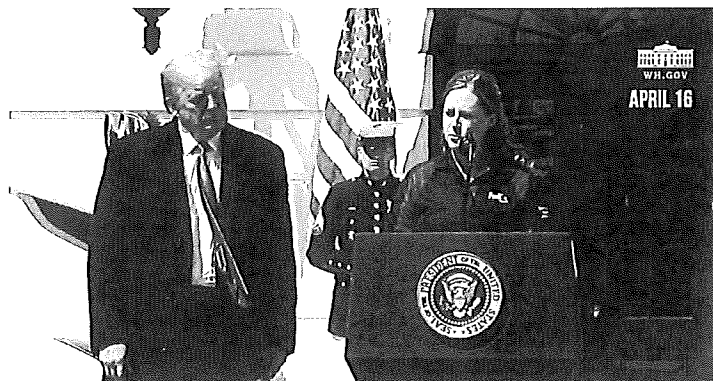
Month	Unique Individuals	Total Usage Hours
January	131	504.75
February	155	636.5
March	59	466.75
April	0	0
May	0	0
TOTAL PUBLIC USAGE:		1,608.00

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Rusty Ray create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some May highlights include:

- Blaine Park Leaders Encourage Virtual Tours From Home
- Self-Employed Say They're Slow to Receive Unemployment Benefits
- State Fishing Opener Figures to be Busier Than Ever
- Organizers of Cruises for Causes Hope to Continue As Long As Social Distance is Necessary
- Blaine Business Owner Honored at White House Ceremony
- Distance Learning With Community Ed Helps Keep Everyone Connected
- Elections Could be Impacted by COVID19
- COVID19 Affecting Pork Processing: Farmers Feeling Pinch
- Ham Lake City Council Passes Resolutions In Response to COVID19 Shutdown\
- Lexington Family Provides For Community With Front Yard Food Pantry
- Memorial Day Observances Vastly Different in COVID19 Pandemic
- SBM Firefighters Innovate Ways to Clean During COVID19 Pandemic
- Anoka County Slowly Reopens Person to Person Business for Residents



- School Leaders Discuss Plans for Graduations During COVID19 Pandemic and Shutdown
- USA Cup Cancelled
- Blaine City Council Gives Business Some Breaks
- USA Cup Business Critical Loss In North Metro
- Anoka County Commission Passes Resolution in Defiance of Governor Walz
- Anoka County Fair Cancelled

In addition to daily playbacks of North Metro TV News on the cable systems, there are 672 local stories archived for viewers on the NMTV YouTube channel. The channel can be accessed through the northmetrotv.com website.

Blaine PD Projects

T.J. worked with Blaine Police Department Community Outreach Specialist, Kim Kiley, to produce a series of PSAs. Topics include Bike Theft, Theft from Auto, Close Garage Doors, Neighborhood Watch, and Tex/Email Scams.

T.J. and Kim also collaborated on another project for the department. It is a presentation of "Oh The Places You'll Go" by Dr. Suess. Several officers were recorded reading pages from the book. T.J. will edit the readings together into a congratulatory presentation to the graduating class of 2020 from the Blaine Police Department. The project should be completed in early June.



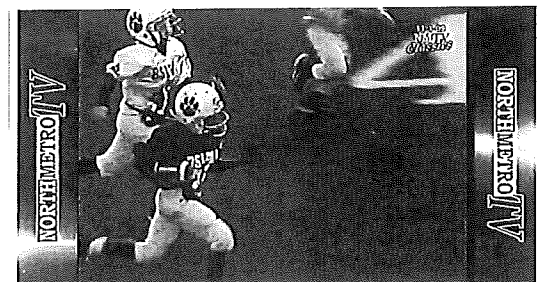
Lecture Series

Instructor, Eric Houston continues to provide his lecture series remotely. In May, he presented one class, The Three Stooges: Comedy's Heavy-Hitters. One of the lecture participants, Tom Kiscaden of Blaine, said, "Love your presentations! I have attended a couple of your classes in studio, and am now enjoying your on-line stuff. Your narration and knowledge of movies and theater is always fabulous. You are a true credit to the NMTV operation. Thank you so much for the hard work you put in to putting these together, and hope that they will continue." Eric is indeed continuing. He is working on two new lectures. The first is The Quiz Show Scandals and Other Game Shows of the 50s and 60s, and Come On Down! Game shows of the 70s and 80s. After a lecture is presented live, it remains available to watch on demand. In May, previously taught classes were viewed 93 times.



Classic Games

Because everyone misses sports so much, Kenton and Jeremy continue to re-master and produce some of our classic high school sporting events. This month, in honor of the graduating class of 2020, they focused on youth football games from 2009 to 2015 that feature current graduates. For example, in 2009 the current seniors would have played in the 2nd/3rd grade championship game. In May, they got to relive the glory.



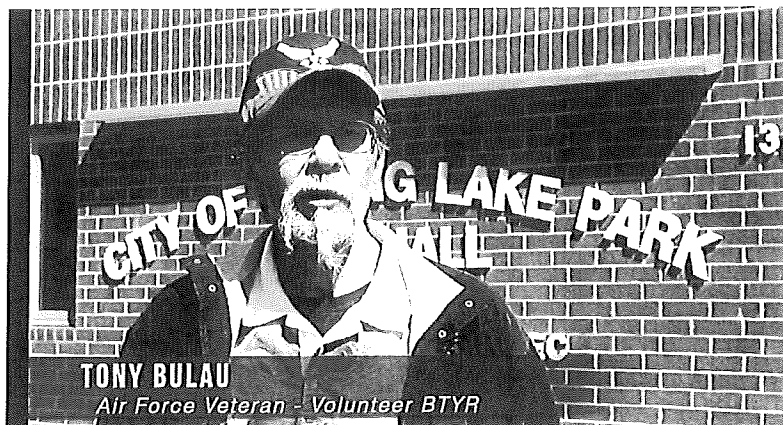
Preparing to ReOpen NMTV

In May, staff worked to create a plan for reopening NMTV to the public. Rules were established for designating parts of the building open to the public, number of people allowed in the facility at a time, distancing rules, limited hours of operation to allow for thorough sanitizing between uses, curbside drop-off and pick-up of equipment and tape transfers, and requiring masks and gloves while in the facility. Masks, gloves, and hand sanitizer will be available at the door for those who arrive without them.

City Productions

In May, Municipal Producer, Trevor Scholl, completed five productions, including several business profiles in a series for Centerville, coverage of a Beyond the Yellow Ribbon benefit, and the last of the spring Mayor's Minutes. Programs completed include:

- Lexington Mayor's Minutes: Spring 2020
- Beyond the Yellow Ribbon Benefit
- Business Profile: Wiseguys Pizza
- Business Profile: Christa's Paw Spa
- Business Profile: Corner Express



New and ongoing projects include:

- Continuing Centerville business profiles
- Car seat videos with the SBM
- Blaine COVID19 updates
- Small business impacts from the Corona Virus
- Grandma's House non-profit profile
- Summer Mayor's Minutes

Trevor touches base with contacts on a regular basis and also encourages Cities to contact him whenever they have an idea for a new show.

Production equipment consulting for cities and schools

- **Blaine**
 - No assistance required.
- **Centerville**
 - No assistance required.
- **Circle Pines**
 - No assistance required.
- **Ham Lake**
 - No assistance required.
- **Lexington**
 - No assistance required.
- **Lino Lakes**
 - 5.27.20: Went to City Hall to check on a power issue. The Tripp Lite UPS battery back-up unit had bulging and leaking batteries. Removed. Called Tripp Lite for new batteries. Installed temporary power strip.
 - 5.27.20: Received call that zoom broadcast not working. Checked all settings and did test. Found no problem. Could be glitch in zoom program or possibly an invisible space at end of code entry.
- **Spring Lake Park**
 - No assistance required.
- **All Cities**
 - No assistance required.

City Channel 16 Playback Stats

City	Number of Times Long-Form Programs Played	Hours Programmed on Channel
Blaine	187	265:07:29
Centerville	67	154:09:54
Circle Pines	150	154:43:42
Ham Lake	81	74:29:48
Lexington	103	89:34:18
Lino Lakes	77	145:35:29

Spring Lake Park	157	147:48:41
Totals:	822 Program Playbacks	1,031:39:11 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	04:07:19
Christ Lutheran Church (3 episodes)	Chance Amundson	02:38:25
Oak Park Community Church (4 episodes)	David Turnidge	02:36:32
9 New Programs		09:22:16 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Board Meeting (5/12/20)	T.J. Tronson	00:37:09
Anoka County Board Meeting (5/26/20)	T.J. Tronson	01:57:18
Blaine PD PSA: Theft From Auto	T.J. Tronson	00:00:45
Blaine PD PSA: Email/Text Scam	T.J. Tronson	00:00:54
Blaine PD PSA: Neighborhood Watch	T.J. Tronson	00:00:51
Blaine PD PSA: Close Garage Doors	T.J. Tronson	00:00:54
Blaine PD PSA: Bike Theft	T.J. Tronson	00:00:51
Blaine Community Scholarship Program	T.J. Tronson	00:12:36
NMTV News (4 episodes)	Danika Peterson/Rusty Ray	01:43:34
High School Graduations During a Pandemic	Danika Peterson/Rusty Ray	00:04:15
SBM Fire Creates A Quick Way to Clean	Danika Peterson/Rusty Ray	00:01:42
Lexington Family Creates Food Pantry	Danika Peterson/Rusty Ray	00:01:52
Blaine Truck Driver Recognized at White House	Danika Peterson/Rusty Ray	00:01:51
Lexington Mayor's Minutes: Spring 2020	Trevor Scholl	00:04:43
Beyond the Yellow Ribbon Benefit	Trevor Scholl	00:21:05
Business Profile: Wiseguys Pizza	Trevor Scholl	00:01:30
Business Profile: Christa's Paw Spa	Trevor Scholl	00:01:30
Business Profile: Corner Express	Trevor Scholl	00:01:30
COVID19 PSA: Stay Safe	Eric Houston	00:00:31
COVID19 PSA: Hand Washing	Eric Houston	00:00:45
COVID19 PSA: Hand Sanitizer	Eric Houston	00:01:00
COVID19 PSA: Medical Attention	Eric Houston	00:01:00
COVID19 PSA: Masks	Eric Houston	00:02:00
Bad Movie Brothers (2 episodes)	Eric Houston	00:57:19
Sports Den Quarantine: Winter Wrap-Up	Kenton Kipp/J. Millington	00:29:28
Sports Den Quarantine: Spring Sports	Kenton Kipp/J. Millington	00:20:15
Blaine High School National Honor Society Induction Ceremony	Kenton Kipp/J. Millington	00:52:04
Sports Den Top 100 Plays of the Year	Kenton Kipp/J. Millington	01:03:11
32 New Programs		09:02:23 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (5/4/20)	Blaine Staff	01:55:06
Blaine Planning Commission Meeting (5/12/20)	Blaine Staff	01:26:32
Blaine City Council Meeting (5/18/20)	Blaine Staff	00:29:52
Blaine City Council Emergency Meeting (5/26/20)	Blaine Staff	01:38:46
Centerville Planning & Zoning Meeting (5/5/20)	Centerville Staff	02:19:04
Centerville Park & Rec Meeting (5/6/20)	Centerville Staff	01:23:33
Centerville City Council Meeting (5/13/20)	Centerville Staff	02:17:27
Centerville EDA Meeting (5/20/20)	Centerville Staff	01:52:39
Centerville City Council Meeting (5/27/20)	Centerville Staff	02:20:25
Circle Pines City Council Meeting (5/13/20)	Circle Pines Staff	01:01:05
Circle Pines Utility Commission Meeting (5/20/20)	Circle Pines Staff	00:45:15
Circle Pines City Council Meeting (5/26/20)	Circle Pines Staff	00:30:48
Ham Lake City Council Meeting (5/4/20)	Ham Lake Staff	00:55:37
Ham Lake City Council Meeting (5/18/20)	Ham Lake Staff	00:52:51
Ham Lake Park & Tree Meeting (5/20/20)	Ham Lake Staff	00:45:06
Ham Lake Planning Commission Meeting (5/26/20)	Ham Lake Staff	00:06:58
Lexington City Council Meeting (5/7/20)	Lexington Staff	00:48:26
Lexington City Council Meeting (5/21/20)	Lexington Staff	00:09:04
Lino Lakes City Council Meeting (5/11/20)	Lino Lakes Staff	02:44:08
Lino Lakes City Council Meeting (5/26/20)	Lino Lakes Staff	01:18:39
Lino Lakes Environmental Board Meeting (5/27/20)	Lino Lakes Staff	00:54:19
Spring Lake Park City Council Meeting (5/4/20)	Spring Lake Park Staff	01:10:11
Spring Lake Park City Council Meeting (5/18/20)	Spring Lake Park Staff	01:23:57
Spring Lake Park Planning Commission Meeting (5/26/20)	Spring Lake Park Staff	00:45:27
24 New Programs		29:49:15 New Hours

If you have any questions or comments regarding this monthly report please contact
Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.

NORTH METRO TV

Production Statistics 2020

Programming Statistics												
	J	F	M	A	M	A	JU	A	S	O	N	D
Cablecast Programs	2606.00	2626.00	2682.00	2449.00	2632.00	2449.00						
Cablecast Hours	2280.50	2108.50	2251.00	2145.25	2296.25	2145.25						
Programs Produced - Public	14.00	20.00	15.00	7.00	0.00	7.00						
Program Hours Produced - Public	11.00	15.75	11.50	2.50	0.00	2.50						
Prog. Produced - Affiliated Public	7.00	12.00	5.00	16.00	9.00	16.00						
Programs Produced - Affil. Public	5.50	8.25	5.00	12.00	9.50	12.00						
Programs Produced - City Staff	24.00	21.00	22.00	23.00	24.00	23.00						
Prog. Hours Produced - City Staff	22.00	23.00	23.00	31.50	29.75	31.50						
Programs Produced - NMTV Staff	53.00	61.00	28.00	45.00	32.00	45.00						
Prog. Hours Produced - NMTV Staff	26.75	30.00	10.00	12.50	9.00	12.50						
Total Public Programs Produced	21.00	32.00	20.00	23.00	9.00	23.00						
Total Staff Programs Produced	77.00	82.00	50.00	68.00	56.00	68.00						
Total Internal Programs Produced	98.00	114.00	70.00	91.00	65.00	91.00						
% Staff Produced Programs	78.57%	71.93%	71.43%	74.73%	86.15%	74.73%						
% Public Produced Programs	21.43%	28.07%	28.57%	25.27%	13.85%	25.27%						
External Programs Submitted	16.00	25.00	24.00	20.00	16.00	20.00						
External Program Hours	12.00	16.25	19.50	12.00	13.00	12.00						
Total New Programs	114.00	139.00	94.00	111.00	81.00	111.00						
Equipment Usage Statistics												
Facility Hours Available	182.00	169.00	144.00	2.50	0.00	2.50						
Public Field Equipment Uses	8.00	12.00	4.00	4.00	0.00	4.00						
Studio A	52.75	36.50	18.00	2.50	0.00	2.50						
% of Available Time	28.98%	21.60%	12.50%	100.00%	0.00%	100.00%						
Studio B	4.00	20.50	1.75	0.00	0.00	0.00						
% of Available Time	2.20%	12.13%	1.22%	0.00%	0.00%	0.00%						
Public MAC A Edit Suite	94.25	222.25	178.00	0.00	0.00	0.00						
% of Available Time	51.79%	131.51%	123.61%	0.00%	0.00%	0.00%						
Public MAC B Edit Suite	89.00	48.75	30.50	0.00	0.00	0.00						
% of Available Time	48.90%	28.85%	21.18%	0.00%	0.00%	0.00%						
Public MAC C Edit Suite	47.50	102.75	86.00	0.00	0.00	0.00						
% of Available Time	26.10%	60.80%	59.72%	0.00%	0.00%	0.00%						
Production Van Statistics												
Production Hours	50.00	71.50	13.25	0.00	0.00	0.00						
Number of Van Shoots	8.00	9.00	2.00	0.00	0.00	0.00						
Average Hours Per Shoot	6.25	7.94	6.63	0.00	0.00	0.00						
Number of New Volunteers	6.00	8.00	0.00	0.00	0.00	0.00						
Volunteer Hours	92.00	97.00	17.00	0.00	0.00	0.00						
Public Access Statistics												
Number of Workshops	8.00	13.00	3.00	3.00	1.00	3.00						
Number of Students	94.00	130.00	38.00	173.00	51.00	173.00						
PAP Volunteer Hours	60.25	95.50	41.50	0.00	0.00	0.00						
Total Public Facility Usage Hours	504.75	636.50	466.75	0.00	0.00	0.00						

2020 Time of Use Stats

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average
Studio A														
Morning Available Hours	35.00	34.00	30.00	2.50	0.00								101.50	8.46
Morning Hours Used	7.50	7.75	5.50	2.50	0.00								23.25	1.94
Percent of Available	21.43%	22.79%	18.33%	100.00%	#DIV/0!								22.91%	22.91%
Afternoon Available Hours	79.00	72.00	60.00	0.00	0.00								211.00	17.58
Afternoon Hours Used	8.00	9.00	6.50	0.00	0.00								23.50	1.96
Percent of Available	10.13%	12.50%	10.83%	0.00%	0.00%								11.14%	11.14%
Evening Available Hours	68.00	63.00	54.00	0.00	0.00								185.00	15.42
Evening Hours Used	37.25	19.75	5.50	0.00	0.00								62.50	5.21
Percent of Available	54.78%	31.35%	10.19%	0.00%	0.00%								33.78%	33.78%
Studio B														
Morning Available Hours	35.00	34.00	30.00	0.00	0.00								99.00	8.25
Morning Hours Used	0.00	0.00	0.00	0.00	0.00								0.00	0.00
Percent of Available	0.00%	0.00%	0.00%	0.00%	0.00%								0.00%	0.00%
Afternoon Available Hours	79.00	72.00	60.00	0.00	0.00								211.00	17.58
Afternoon Hours Used	0.50	3.00	0.00	0.00	0.00								3.50	0.29
Percent of Available	0.63%	4.17%	0.00%	0.00%	0.00%								1.66%	1.66%
Evening Available Hours	68.00	63.00	54.00	0.00	0.00								185.00	15.42
Evening Hours Used	3.50	17.50	1.75	0.00	0.00								22.75	1.90
Percent of Available	5.15%	27.78%	3.24%	0.00%	0.00%								12.30%	12.30%
Public MAC A Edit Suite														
Morning Available Hours	35.00	53.00	46.00	0.00	0.00								134.00	11.17
Morning Hours Used	20.00	53.00	46.00	0.00	0.00								119.00	9.92
Percent of Available	57.14%	100.00%	100.00%	0.00%	0.00%								88.81%	88.81%
Afternoon Available Hours	79.00	120.50	106.00	0.00	0.00								305.50	25.46
Afternoon Hours Used	53.75	120.50	106.00	0.00	0.00								280.25	23.35
Percent of Available	68.04%	100.00%	100.00%	0.00%	0.00%								91.73%	91.73%
Evening Available Hours	68.00	63.00	54.00	0.00	0.00								185.00	15.42
Evening Hours Used	20.50	48.75	26.00	0.00	0.00								95.25	7.94
Percent of Available	30.15%	77.38%	48.15%	0.00%	0.00%								51.49%	51.49%
Public MAC B Edit Suite														
Morning Available Hours	35.00	34.00	30.00	0.00	0.00								99.00	8.25
Morning Hours Used	13.50	6.00	4.00	0.00	0.00								23.50	1.96
Percent of Available	38.57%	17.65%	13.33%	0.00%	0.00%								23.74%	23.74%
Afternoon Available Hours	79.00	72.00	60.00	0.00	0.00								211.00	17.58
Afternoon Hours Used	35.75	17.75	13.00	0.00	0.00								66.50	5.54
Percent of Available	45.25%	24.65%	21.67%	0.00%	0.00%								31.52%	31.52%
Evening Available Hours	68.00	63.00	54.00	0.00	0.00								185.00	15.42
Evening Hours Used	39.75	25.00	13.50	0.00	0.00								78.25	6.52
Percent of Available	58.46%	39.68%	25.00%	0.00%	0.00%								42.30%	42.30%
Public MAC C Edit Suite														
Morning Available Hours	35.00	34.00	30.00	0.00	0.00								99.00	8.25
Morning Hours Used	3.25	13.50	14.00	0.00	0.00								30.75	2.56
Percent of Available	9.29%	39.71%	46.67%	0.00%	0.00%								31.06%	31.06%
Afternoon Available Hours	79.00	72.00	60.00	0.00	0.00								211.00	17.58
Afternoon Hours Used	29.00	18.25	26.75	0.00	0.00								74.00	6.17
Percent of Available	36.71%	25.35%	44.58%	0.00%	0.00%								35.07%	35.07%
Evening Available Hours	68.00	71.00	54.00	0.00	0.00								193.00	16.08
Evening Hours Used	15.25	71.00	45.25	0.00	0.00								131.50	10.96
Percent of Available	22.43%	100.00%	83.80%	0.00%	0.00%								68.13%	68.13%

2021 North Metro Telecommunications Commission

Budget

Talking Points

Overall Organizational Goals

- Assume responsibility for recording city meetings.
- Establish income parameters, for organization's future, based on the outcome of the appeal of the FCC's Third Order and Report, level of cable consumer change, and economic impact of the COVID19 pandemic.
- Hire a consultant to assist with an organizational assessment and re-org strategy.
- Investigate cost effective ways to provide closed captioning services for both live and post production insertion. Implement if possible.
- Develop strategy for commercial remote productions service.
- Continue with franchise renewal negotiations. Conduct any necessary needs assessments.
- Continue to be responsive to cities communications needs.
- Maintain accessibility of all channels through live streaming, OTT channels, and video on demand services, 24-hours-a-day, on any device.
- Provide program playback, video transport, channel management services, video equipment maintenance and consulting services, internet streaming services for city channels, VOD libraries for meetings, meeting management software licenses and bookmarking services, program production and event coverage services, and public access to television production for our cities, schools and general public.

Estimated Fund Balance/Revenues/Expenses

- The beginning fund balances for 2021 are estimates based on previous allocations, planned spending for 2020, and estimated income.
- Estimated revenues include: Franchise fees, including the actual first quarter franchise fee payment, with anticipated reductions across quarters two through four. PEG fees based on estimated number of subscribers, throughout 2021, multiplied by the PEG fee. Other income includes dub fees, home movie transfers, drone, and production services. Interest income is estimated based on the first quarter interest earnings of this year.
- Estimated expenditures include the operating expenses, capital expenses, the bond payment and the franchise fee payment to the cities.
- The year end fund balances include:
 - The **Operating reserve** traditionally at 25% of the operating budget. Temporarily includes additional allocations for possible 2021 budgetary support.
 - **Accrued vacation, sick and comp** time. The total value of owed vacation, sick, and comp time to employees.

- The **capital equipment fund** is intended for emergency replacement of unplanned equipment failures. Could also be used for closed captioning equipment.
- The **vehicle replacement fund** is to cover the cost of a new fleet vehicle.
- The **building repair fund** is to cover major costs related to the building such as windows, roof, furnace, parking lot, AC replacement and painting, carpet replacement etc.
- The **franchise renewal fund** is a reserve fund for the NMTC's franchise renewal process. Franchise renewal can be very expensive, with the informal negotiation process historically costing around \$200,000 across the renewal period. Moving to a formal negotiation process is more expensive. These costs include needs assessments, consulting, and legal fees.

Budget

- The recommended operating budget for the organization totals \$1,337,676. This number is a \$26,892 increase over last year's operating budget. If income does not meet expectations, COLA increases will be reexamined.
- Budgeted capital purchases for 2021 are set at \$355,430. A majority of this amount is dedicated to the HD bond payment of \$227,430. Budgeted capital items for 2021 include a tripod system for the truck, microphones, and support and maintenance contracts for Tighrope, Haivision, Carousel and Ross equipment. The capital budget also includes routine computer/software upgrades, and software licenses. The total amount budgeted for video equipment replacement/support is \$128,000. The 2021 capital budget is \$69,200 less than last year.
- Franchise fees paid to the cities are budgeted at \$400,000. This is the same amount as last year, but represents a higher percentage of total franchise fees.
- The total 2021 NMTC budget is \$42,306 less than the total 2020 budget.

Closing Points

- We have worked together to create a thriving and dynamic service for our cities, schools, producers, and viewers. Through program playback and channel management, internet streaming of city meetings including an agenda bookmarking tool, channel live streaming, Roku and AppleTV channels, video equipment consulting, drone services, and video production services, our cities are seeing real benefits from their investment of franchise fees and PEG fees. Our cable subscribers are benefiting from this investment with educational opportunities, tape and film transfer services, and varied, informative and interesting programming regarding their communities.
- While financial circumstances may dictate modifications, North Metro TV will continue to serve as a vital, responsive, and economical local communication resource.

- 2021 will be a busy year for the Commission. Franchise renewal will move forward, questions regarding funding will be answered, and new services of producing city meetings and introducing closed captioning will be provided...all under a backdrop of self-examination and responsive change.

North Metro Telecommunications Commission
2021 FINANCIAL SUMMARY
Estimated Fund Balances/Revenues/Expenditures.

BEGINNING FUND BALANCES

Operating Reserve	\$353,327
Accrued Vac, Sick, Comp	\$120,000
Capital Equip. Fund	\$253,323
Vehicle Replacement Fund	\$45,000
Bldg Repair Reserve	\$200,000
Franchise Renewal Fund	\$200,000
Bond Reserve	\$0

TOTAL: \$1,171,650

ESTIMATED REVENUES

Franchise Fees	\$1,150,000
PEG Fees	\$712,800
Other Income	\$25,000
Interest Income	\$35,000
Income From Reserve Funds (franchise renewal/equipment)	\$170,306

TOTAL: \$2,093,106

ESTIMATED EXPENDITURES

Operating Expenses	\$1,337,676
Capital Expenses: Equipment	\$128,000
Capital Expenses: Bond Payment	\$227,430
Fees Back to Cities	\$400,000

TOTAL: \$2,093,106

YEAR END FUND BALANCES

		Increase(Decrease)
Operating Reserve	\$183,021	-\$170,306
Accrued Vac, Sick, Comp	\$120,000	\$0
Capital Equip. Fund	\$253,323	\$0
Truck Replacement Fund	\$45,000	\$0
Bldg Repair Reserve	\$200,000	\$0
Franchise Renewal Fund	\$200,000	\$0
Bond Reserve	\$0	\$0

TOTAL: \$1,001,344 -\$170,306

North Metro Telecommunications Commission

Budget Line Item Supporting Information

Personnel

- The personnel total could increase by \$31,505. The possible increase would cover step increases for three employees, an up to 3% COLA increase, and an additional \$5,000 for freelancers to tape city meetings. In the first draft of the budget, no increase was included for COLA. The original plan had been to add a COLA increase in November, after having a better indication of income for 2021. However, the Executive Committee recommended including a COLA increase so that cities would be able to approve it. To comply, a line item was added for a contingency COLA increase of up to 3%, should income surpass expectations. Final salary determinations can be made when a clearer understanding of income for 2021 is known.
- Part-time staff are divided into two groups; freelancers and 20 hour-per-week staff. Employees in the freelancer group are contracted when needed for a sports shoot or to cover a city meeting and generally do not work enough to qualify for PERA. The second part-time designation is for two 20 hours per week positions that do qualify for PERA. Neither category is eligible for health benefits. Payroll taxes apply.
- It is being recommended that the monthly stipend for cable commissioners be eliminated.

Benefits

- The NMTC employee benefits package budget is typically based on the values of the benefits packages offered by the Member Cities to their employees. It is budgeted at \$1,195.00 per person/per month. This is the same as last year. This amount is less than the average of Member City package values for 2020. (average = \$1,223)
- All indications are that the NMTC's contribution to PERA will remain at 7.5% in 2021.

Administrative Expenses

- Budgeted administrative expenses are the same as 2020. While there were some reductions overall to Administrative expenses, the inclusion of \$20,000 for a re-org consultant erased the reductions. It is anticipated that there will be no need to conduct a technical audit or additional franchise or PEG fee audits of Comcast in 2021.

Production Expenses

- Budgeted production expenses are \$13,000 less than 2020. The advertising, equipment maintenance/parts, intern, and media supply budgets were reduced, and the awards ceremony/entry-fees line item was eliminated. The vehicle maintenance line-item was increased in anticipation of more problems with the fleet vehicle, as it is aging.

- All other production expenses remain near the 2020 level.

Office Expenses

- Office expenses are budgeted \$3,800 more than the 2020 level.
- The building maintenance line-item remains at \$30,000. Building maintenance includes the furnace/AC maintenance contract, lawn care, snow removal, carpet and window cleaning, fire inspection, and landscaping and building mechanical services.
- The building utilities line item remains at \$30,000. Building utilities include sewer, water, gas, and electric.
- Insurance includes all property, liability, crime, volunteer, vehicle, and monument sign coverage.
- Office supply line item includes all office supplies, and maintenance contracts on printers and copiers.
- The Telephone/Internet/Web Hosting line-item was increased by \$3,000 over the 2020 budget. The increase will cover probable cost increases for bandwidth. Bandwidth is required to transport signals from city hall. NMTV continues to pay a fee to house video-on-demand and streaming content on a remote server. This allows for unlimited simultaneous viewing, without a reduction in speed, or an inordinate amount of bandwidth for that purpose. The line-item also covers the wireless live transmission of sporting events and other field productions. The website maintenance contract, web hosting, telephone costs, license fees for our Roku and AppleTV apps, and the annual phone software upgrade are also included.
- Postage covers the cost of mailing dubs and equipment for contract maintenance, and other postage for the NMTC.
- Property tax is for the recycling assessment.
- Building cleaning, trash, recycling, and hazardous material disposal/recycling.

Capital Expenditures

- The 2021 capital budget is set at \$355,430. This is \$69,200 less than last year. The majority of this amount is dedicated to the HD bond payment of \$227,430. Capital items for 2021 have been kept to a bare minimum and include a tripod system for the production truck, microphone replacements, and the annual maintenance/support/insurance contracts for city and NMTV Tigh trope, Ross, Haivision and Carousel equipment. Monthly music licensing costs are also included.
- Office equipment includes routine computer and software upgrades, and software licenses for office and editing computers

Summary

- Depending on income and COLA decisions to be made at the end of the year, operating expenses could be \$4,920 less than in 2020, or up to \$26,892 more than was budgeted in 2020.
- Capital costs are \$69,200 less than last year. The majority of the capital budget is for the bond payment. Other expenditures include one tripod system for the truck and

maintenance contracts. The office computer and software line-item remains at \$28,000. The bond payment is set at \$227,430.

- Franchise fees back to Cities are budgeted at \$400,000. This is the same as last year, but as the NMTC budget shrinks for the second year and the amount of franchise fees decreases, the percentage of franchise fees returned to cities continues to increase.
- The overall 2021 budget is at least \$42,306 less than the 2020 budget. If no COLA increases are included it will be \$74,120 less. The decrease is primarily in capital expenditures.

2021 North Metro Telecommunications Commission Budget
--

[illegible]

2021 North Metro Telecommunications Commission Budget
--

[illegible]

2021
North Metro Telecommunications Commission Budget

	2019 ACTUAL	2020		2021	NOTES
		Budget	April Act.		
CAPITAL EXPENDITURES					
Video Equipment	79,545	165,000	57,166	100,000	Equipment contracts, tripod system, Mics
Computer/Office Equipment/Sftwre	16,735	28,000	4,991	28,000	office systems, software licenses
Vehicles	0	0	0		
Building Expenditures	0	0	0		
Bond Payment	230,475	231,630	231,630	227,430	HD Upgrade
CAPITAL EXP. TOTAL:	326,755	424,630	293,787	355,430	
GRAND TOTAL:	1,418,442	1,735,414	738,167	1,693,106	

North Metro TV 2020 Equipment Budget

Master Control Service & Subscriptions

ID No.	Model No.	Make	Description	Qty	Cost	Total
2021-1	CBL-CG330-SDI-HA	Tightrope	(25% Discount) Tightrope Hardware Assurance for Flex 4 16TB (SN: 0055767, 768, 769, 7	1	11000	11000
2021-2	CBL-SAS-CH-1YR	Tightrope	Cablecast Software Assurance per Channel (17 Channels billed as 12) 1-Year	1	7500	7500
2021-3	CBL-VOD-PRO-BOX	Tightrope	VOD / PRO Tightrope Hardware & Service Contract	1	750	750
2021-4	Ross Equipment Support	Ross	Ross Service Contract Quote 30330 - Studio Xpression, Studio Caribointes, Blackstorm, Tr	1	18000	18000
2021-5	Imagine Equipment Support	Imagine Communicat	Imagine Contract for MC Router, Encoder	1	12000	5982.52
2021-6	K2-ESA-1YR	Grass Valley	Dyno Service Contract -Renew in March-	1	9500	9500
						52732.52

Master Control Equipment

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-10	M-PREM-SUPP-1	Haivision	Premium Maintenance & Support 1-Year -Renew in November-	1	4000	3500
2021-11	CBL-REFLECT-BND	Tightrope	Cablecast Live Stream Server Subscription - 3 Channels	1	7500	7500
						11000.00

Control Room/Studio A

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-20						0
						0

Control Room/Studio B

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-30						0
						0

Production Truck

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-40	VB250-CF2M	Vinten	Vinten VISION 250 Carbon Fiber Tripod System with Mid-Spreader (Black)	1	13000	13000
2021-41	MFR #AG-CX10	Panasonic	Panasonic AG-CX10 4K Camcorder with NDI/HX	1	3000	3000
2021-42	MVKN12TWINGCUS	Manfrotto	Manfrotto Nitrotech NT2 Head & Carbon Fiber Twin Leg Video Tripod Kit	1	1000	1000
2021-43	LEHMAA1K2	Lectrosonic	Lectrosonics L Series Camera-Mount Wireless Plug-On Microphone System with RE50B H	1	3000	3000
						20000

Sports Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-47						0
						0

Public Access

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-50						0
						0

News Department

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
						0
						0

Special Events

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-70						0
						0

Municipal Services

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-70						0
						0

Tech Shop Equipment						0
ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2021-90			Cable Reels, Cable Ends, Small Tools, etc.... AMOUNT LEFT			5000
						0
						5000
Various Small Items						
ID No.	Model No.	Make	Description			Total
2021-100	-	-	Microphones, Headsets, Monitors, Speakers, Windscreens, etc....			10000
2021-101						0
						10000
Grand Total						98732.52

NORTH METRO FRANCHISE FEE HISTORY

[illegible]

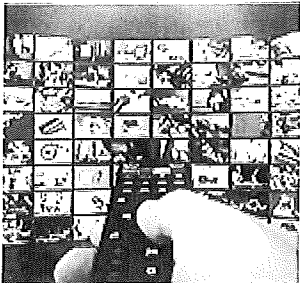
Report: 23% of vMVPD Subscribers Also Have Pay-TV

telecompetitor.com/report-23-of-vmvpd-subscribers-also-have-pay-tv/

Phil Britt

Nearly one quarter (23%) of vMVPD subscribers also have traditional pay-TV subscriptions, according to a new report from TDG, a division of Screen Engine/ASI.

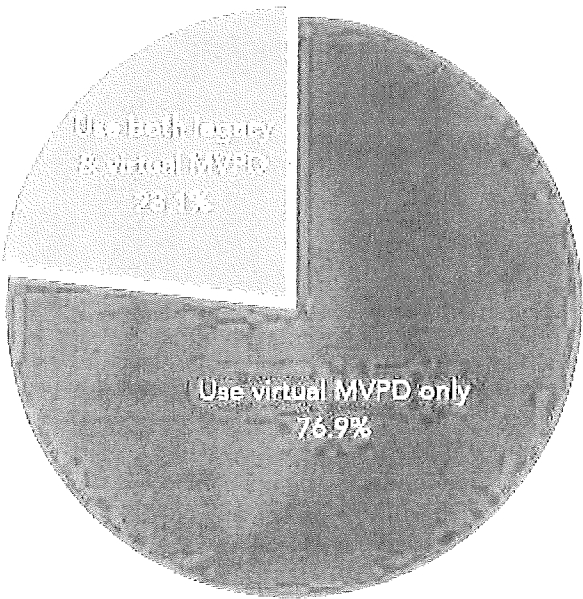
It's a surprising finding, considering that virtual multi-channel video programming services, streamed over a broadband connection, are designed to replace traditional pay-TV offerings such as cable and satellite TV.



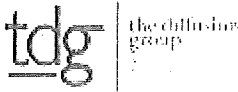
The research said that as of 2018, many consumers found the traditional service necessary because their vMVPD provider's service didn't include the major networks – ABC, CBS, Fox and NBC. At that time, 37% of vMVPD subscribers also had a pay-TV subscription.

Nearly One-Fourth of Virtual Pay-TV Subscribers Also Use a Legacy Pay-TV Service

% of vMVPD users, n=249



TDG Research, April 2020



Source: TDG Research

The need for a second service has dropped significantly as Hulu Live TV and YouTube TV – both of which include programming from the major networks – have become market leaders. As a result, TDG predicts that dual service use will fall to only 10% by 2022.

“Simply adding legacy and virtual pay-TV subscription counts to arrive at cumulative estimates of pay-TV subscriptions is invalid,” said Michael Greeson, TDG co-founder and president, in a prepared statement about the research on vMVPD subscribers. “The overlap between the two services should be recognized, as it is quite real, and speaks to the continuing reticence about service substitution value among many virtual pay-TV users.”

As more vMVPD providers add channels to their initial “skinny bundle” offerings, those packages are becoming more popular, Greeson added: “Most OTT pay TV services now provide a full complement of both broadcast and cable channels, meaning they are more capable of competing head-to-head with ‘fat’ legacy offerings. This, in turn, has led to a decline in the number of dual-service users.”

Research firm MoffettNathanson has a bit different take. They said late last year that vMVPD services weren’t satisfying consumers’ appetite for television content, so only about 40% of people who cancel traditional linear TV convert to a vMVPD service, as Telecompetitor reported.

[Contact Us](#) [Privacy](#) [Terms of Use](#)

All images, brands, company, and product names are trademarks or registered trademarks of their respective owners. © 2020 Pivot

Comcast Blames Lack of Regional Sports Fee Refunds On Leagues

By [Jess Barnes](#) on May 18, 2020 at 7:00 am CDT in [News](#) [29 Comments](#)

With live sports on hold, many cable customers are wondering why they're paying fees for content they're not getting. After weeks of customers speaking out and asking for refunds, Comcast is responding.

Regional sports networks pay for the rights to broadcast sports. Comcast, like all cable companies, pays those networks for rights to carry their channels, delivering sports to their customers. Comcast says that, because of that chain, it's up to the leagues to issue refunds.

Comcast made this statement: "Any rebates will be determined once the NBA, NHL, and MLB announce the course of action for their seasons, including the number of games that will be played, and of course we will pass those rebates or other adjustments along to our customers."

Customers aren't alone in calling on everyone involved to resolve the issue. "The whole chain should just pause and think about all of the upheaval in the world and all of the financial worries that customers have," said New Jersey Assemblyman Paul Moriarty, head of the state Legislature's Consumer Affairs Committee, according to [The Philadelphia Inquirer](#). "They should not be imposing these prices on people at a time when everyone else is being asked to forgo mortgage, rent, etc."

The cable providers argue that the channels are still available, airing [classic sports events](#), [documentaries](#), and some [unique sports programming](#) to fill the void left by regular live sports.

"They won't throw money at their customers when their costs of goods hasn't changed," said Craig Moffett, an analyst for MoffettNathanson for the [New York Times](#).

While customers may have always accepted sports fees as a necessary cost to get the channel package they wanted, cord cutting has opened up new possibilities for an alternative to those costs. Cord cutting has been on the rise since the beginning of the pandemic, with [young adults](#) looking to avoid sports fees leading the pack of new streamers.

With many cable customers only keeping the service for the sake of watching their favorite teams, and that benefit now taken away, will cable survive the pandemic?

"Now imagine you have pulled out the last piece of the Jenga puzzle, which is that sports are no longer on the air," Moffett said. "The whole foundation, the linchpin that was keeping it together, is gone, and the Jenga tower collapses."

Pandemic Colors View of Broadband Deployment

One added color is the green of potential new investment in closing digital divide

Broadband deployment is still a work in progress, but it's progressing at a pace that does not require regulatory intervention to speed it up.

That is what the Federal Communications Commission is signaling, but not without some caveats from the Republican majority, amplified by the COVID-19 spotlight on the need for universal broadband ASAP.

It is a conclusion being challenged by critics of the pace of broadband deployment, who argue that old definitions of reasonable deployment should not hold in the new normal of a pandemic.

Republican commissioner Michael O'Rielly has called the FCC's broadband data "debatable" and "problematic."

Chip Somodevilla/Getty Images

As has been the case with such reports under chairman Ajit Pai, the FCC's just-released report on whether or not broadband is being deployed to all Americans on a reasonable and timely basis concluded that is indeed still the case.

That determination comes as Congress is pumping money into telehealth and the FCC is temporarily deregulating broadband subsidy programs to get and keep as many people online during the COVID-19 outbreak as possible.

Pandemic as Prism

As with everything else in the country and the world, deployment is now seen through the lens of a pandemic, which magnifies the longstanding issues with the quality, or lack thereof, of FCC data collection on broadband availability, a lens with a view that depends on who is looking through it. Activist groups find virtually anything short of universal service a failure, while the FCC's Republican majority and industry see the glass as mostly full, thanks to billions of dollars in investment from both the private sector and government money.

Congressional Democrats, who tend to look at the empty part of the glass, are calling for billions of dollars in the next COVID-19 stimulus package to make sure that everyone gets connected to broadband. One thing the pandemic has done is show that Congress is willing to put large amounts of money into coronavirus aid.

Even on the Republican side, though, the pandemic appears to have added a note of urgency to getting the rest of the glass filled.

Commissioner Michael O’Rielly said the pandemic brings heightened attention to the issue, though he said that, even in a crisis, the FCC can only do what is within its congressional authority. The goal of getting broadband to every American is the FCC’s highest priority, he said on a podcast last week.

O’Rielly conceded too many people still don’t have broadband at sufficient speeds and that the numbers were greater than the FCC was reporting due to problems with its data collection. He called that data “debatable” and “problematic.”

O’Rielly said even those numbers show that 8.3 million Americans don’t even have speeds of 10 Megabits per second and 1 Mbps upstream today, which is the FCC’s former high-speed definition, now effectively raised to 25/3. At that speed, he said, “we’re talking 18 million,” calling it a “really huge population.”

Then, he said, they have to acknowledge that those numbers “are actually higher than that.”

In his statement for the Section 706 report, O’Rielly said the “reasonable and timely” finding “does not suggest that we have succeeded in our mission to bring broadband access to all Americans.”

But under Pai, the FCC’s focus has been on the process, not a destination, at least when it comes to the report. That is important because if the report concludes broadband is not being deployed in a reasonable and timely fashion, the FCC is empowered to regulate to make sure that happens, including potentially rate regulation, the third rail for internet access providers.

The FCC under recent Democratic chairs had consistently concluded that, without universal access, the deployment was not reasonable and timely, which Pai, when he was in a minority, pushed back on strongly and changed when he got the chairmanship.

Dem Pushback

Current FCC Democrats continue that tradition, again with the COVID-19 pandemic for an exclamation point. “This report is baffling,” Democratic commissioner Jessica Rosenworcel said. “We are in the middle of a pandemic. So much of modern life has migrated online. As a result, it has become painfully clear there are too many people in the United States who lack access to broadband. In fact, if this crisis has revealed anything, it is the hard truth that the digital divide is very real and very big. But you’ll find no evidence acknowledging that in today’s [report].”

The FCC again said it would not factor in price and affordability in the equation of deployment, an omission Rosenworcel said makes the entire report “suspect.” (The other Democrat on the five-member panel is Geoffrey Starks.)

The Open Technology Institute, whose backers include technology companies, hammered the report as “out of touch” with the COVID-19 reality.

It said that the FCC's idea of what reasonable deployment needs to change given how crucial that deployment now is.

Joshua Stager, senior counsel at New America's Open Technology Institute, said in the time of the novel coronavirus, continuing to maintain that the current pace of deployment is reasonable and timely "strains credulity," particularly given that it is based on faulty data. But he goes even farther, saying the conclusions undermine the fight against the virus. The stay-at-home defense strategy presumes people can bridge the social distancing via broadband connections.

The FCC has failed to understand that the pandemic "has understandably raised the bar for what reasonable broadband looks like," Stager said.

The new working world

In a matter of weeks, the coronavirus crisis has triggered indelible shifts in the way America works.

The big picture: The pandemic is accelerating the onset of new trends in work — toward telecommuting, new office layouts and a different work-life balance. And we're already seeing signs that these effects will outlast the crisis.

Teleworking has taken over. Many of us are entering the second full month of working from home — and growing steadily accustomed to that lifestyle. “Remote work has gone from an HR-level discussion to a C-suite-level discussion,” says Prithwiraj Choudhury, a professor at Harvard Business School.

- Staggering stat: Before the pandemic, less than 4% of American employees worked from home full time.
- Now, that has jumped to more than half, per Brookings. Among the top 20% of earners — who are more likely to have desk jobs that can be done from anywhere — that share is closer to 70%.
- Not all of those people will immediately — or ever — go back to their offices when states reopen.
- With many companies directing employees to work from home for the rest of the summer (or longer), lots of people are leaving urban hotspots, where coronavirus cases are concentrated, Axios' Kim Hart reports. If the trend sticks, it will start to reverse a century-long move toward urbanization.
- “Remote work is going to increase dramatically” after the crisis abates, says Isabel Sawhill of the Brookings Institution. “There’s a demonstration effect that this current crisis is producing: It’s showing that work can be done from home.”

Families are changing. Suddenly, Americans are doing their jobs, schooling their children, and spending family time in the same space. Despite the inevitable tensions, these months of togetherness could strengthen family ties for years to come.

- Several families tell Axios they plan to cook more meals at home or do more arts and crafts with kids after the pandemic — incorporating crisis-era practices into normal life.
- On the other hand, many working parents are more exhausted than ever, now that they have no break from either set of responsibilities — and no clear end in sight.

Workspaces are transforming. The offices workers eventually return to won't look like those they left in March.

- Tightly packed conference rooms and co-working spaces will — at least temporarily — give way to spread-out office layouts that allow for social distancing.
- And as a greater share of Americans work remotely, look for builders of new houses to give more thought to the home office (which has the added perk of being tax-deductible).

The bottom line: It's still too early to gauge the extent of coronavirus' impacts on work, but the changes it's already creating have implications for everything from how we conduct meetings with colleagues to how we file income taxes to the nature of our lunch breaks.

- Says Sawhill: "Humans are creatures of habit, and right now we're forming new habits."