

# NORTH METRO TELECOMMUNICATIONS COMMISSION MEETING

December 15, 2021

6:00 p.m.

1301 81<sup>st</sup> Ave NE

Spring Lake Park, Minnesota

## AGENDA

1. Call to Order/Roll Call
2. Public Comments
3. Changes to the Agenda
4. Consent Agenda [pp. 1-14](#)
  - a. Minutes of regular meeting of September 15, 2021
  - b. Minutes of Operations Committee meeting of December 7, 2021
  - c. Minutes of Executive Committee meeting of December 1, 2021
  - d. September, October and November 2021 financial reports and bill lists
5. Executive Director Report
  - a. Monthly Report [pp. 15-22](#)
6. Legal Counsel Report [pp. 23-28](#)
  - a. Monthly Report
7. Old Business
8. New Business
  - a. Budget Adjustment [p. 29](#)
  - b. Cable Commission Meeting Schedule [pp. 30-31](#)
  - c. Updates to Commission By-Laws [pp. 32-38](#)
9. Recommended Reading [pp. 39-44](#)
10. Community Calendar
  - A. Next Meeting Dates:
    - a. Operations Committee – January 4, 2022
    - b. Executive Committee – January 3 or March 2, 2022
    - c. Cable Commission – January 17 or March 16, 2022
11. Adjournment

# **NORTH METRO TELECOMMUNICATIONS COMMISSION**

## **UNAPPROVED MINUTES**

**Commission Meeting – September 15, 2021**

### **CALL TO ORDER**

Chair B. Nelson called the regular meeting of the North Metro Telecommunications Commission to order at 6:10 p.m.

### **ROLL CALL**

**Directors Present:** Julie Jeppson; Blaine, D. Love; Centerville, Dale Stoesz; Lino Lakes, Bob Nelson; Spring Lake Park, Steve McChesney; Circle Pines, Brandon Winge; Lexington

**Directors Absent:** Jesse Wilken; Ham Lake

**Others Present:** Mike Bradley; Legal Counsel, Heidi Arnson; Executive Director

### **PUBLIC COMMENT**

There was no public comment.

### **CHANGES TO THE AGENDA**

There were no changes to the agenda.

### **CONSENT AGENDA**

- **Minutes, Bill Lists, Financial Reports**

The June 16, 2021 NMTC meeting minutes, September 7, 2021 Operations Committee meeting minutes, September 1, 2021 Executive Committee Minutes and the June, July, and August bill lists and financial reports were approved as presented. **Motion for approval made by D. Love. Second, D. Stoesz. Motion passed unanimously.**

### **REPORT OF EXECUTIVE DIRECTOR**

H. Arnson reported on the following items:

- North Metro TV is back to a full fall sports coverage schedule. The weekly live, sports highlight show, Sports Den, is also back in production.

- North Metro TV is back to a full fall sports coverage schedule. The weekly live, sports highlight show, Sports Den, is also back in production.
- The first in-person workshop series in over a year wrapped up in August. The students are already scheduling time to produce their own shows. Instructor, Eric Houston, is also back to scheduling his movie and television history classes at outside venues, such as Senior Centers.
- There has been a surge in commercial production requests. Streaming, drone photography, video production, and home movie transfer services have all been in demand.
- Drone pilot, T.J. Tronson, has been working with the City of Ham Lake to provide new photos of city landmarks and parks.
- Election related programming has been organized and scheduled. All candidates for elections in the NMTV coverage area have been asked to provide a bio for the North Metro website and have been asked to schedule a one-on-one in-studio interview. The interviews will be available on YouTube and all cable and streaming channels once all participants in a particular race have been recorded.

#### **REPORT OF LEGAL COUNSEL**

- Legal Counsel is considering whether to appeal the Sixth Circuit Court of Appeals decision regarding the FCC's 621 Order concerning franchise fees, to the Supreme Court of the United States. The Sixth Circuit Court upheld the Order, meaning that some services, which were previously provided at no cost to the Commission, will now have a cost. Any appeal to the Supreme Court must be made by November 1<sup>st</sup>, 2021.
- A First Circuit Court of Appeals decision upholding a Maine law protecting consumers and PEG channels from discrimination was a victory. It upheld the authority of state and local governments to set requirements regarding cable access TV. The decision may be appealed.
- M. Bradley will be speaking at several conferences. Topics include closed captioning and the Sixth Circuit Court decision.

#### **OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**COMMUNITY CALENDAR**

Upcoming meetings include:

1. The Operations Committee on October 5, 2021
2. The Executive Committee Meeting on October 6, 2021
3. The Cable Commission Meeting on October 20, 2021

**ADJOURN**

The meeting was adjourned at 6:26 p.m. **Motion for approval made by J. Jeppson. Second, S. McChesney. Motion passed unanimously.**

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Julie Jeppson; Secretary, NMTC

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

Tuesday, December 7, 2021

**CALL TO ORDER**

The meeting began at 11:07 a.m.

**MEMBERS PRESENT**

M. Wolfe, P. Antonen, S. Cotton, M. Statz, B. Petracek, D. Webster

**MEMBERS ABSENT**

D. Buchholtz

**OTHERS PRESENT**

H. Arnson

**APPROVAL OF MEETING NOTES**

The meeting notes of November 2, 2021 were approved by consensus.

**EXECUTIVE DIRECTOR REPORT**

- The Committee considered whether it was necessary to make a budget adjustment regarding the building maintenance line-item. Due to several unanticipated expenditures the line-item could be \$45,000 over by the end of the year. After debate, the adjustment was approved.
- It is being recommended that the Cable Commission move from a monthly to a quarterly meeting schedule. The Operations Committee will continue to meet monthly.
- An additional change will have to be made to the By-Laws to reflect any new Cable Commission meeting schedule.
- Carousel and Brightsign upgrades have been completed for Lino Lakes, Ham Lake, and Spring Lake Park. Circle Pines and Lexington have requested the upgrades. They should be completed by the end of the year.

**OLD BUSINESS**

- There was no old business.

**NEW BUSINESS**

- A format for reviewing the Executive Director was approved. A self-evaluation will be completed and forwarded to the Chair of the Committee by December 16<sup>th</sup>.

**ADJOURNMENT**

The meeting was adjourned at 11:27 p.m.

## **EXECUTIVE COMMITTEE MINUTES**

Meeting of December 1, 2021

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

Absent: Brandon Winge; Lexington

Others Present: Heidi Arnson; Executive Director

### **CALL TO ORDER**

The Chair called the meeting to order at 6:00 p.m.

### **APPROVAL OF MINUTES**

**A motion to approve the November 3, 2021 Executive Committee meeting minutes was made by D. Stoesz. Second, J. Jeppson. Motion passed unanimously.**

### **EXECUTIVE DIRECTOR / OPERATIONS COMMITTEE REPORT**

- Whether to recommend a budget adjustment, to the 2021 building maintenance line-item, was considered. Due to several unanticipated expenditures, the line-item could be \$45,000 over the budgeted amount. While it is possible that over-all expenditures will remain within the budget, it will be difficult to verify until the end of the year. The Committee recommended moving forward with a budget adjustment.

**MOTION:** To recommend adjusting the 2021 budget building maintenance line-item to reflect actual expenditures. **Motion made by D. Stoesz. Second, J. Jeppson. Motion passed unanimously.**

- The members of the Committee were asked whether they would be on the Executive Committee in 2022.

### **OLD BUSINESS**

- There was no old business.

### **NEW BUSINESS**

- The Committee considered moving Executive Committee and full Commission meetings from a monthly to a quarterly schedule. It was noted that additional meetings could be scheduled if warranted.

**MOTION:** To recommend moving Executive Committee and full Commission meetings to a quarterly schedule. **Motion made by J. Jeppson. Second, D. Stoesz. Motion passed unanimously.**

- The possibility of starting meetings earlier than 6:00 pm was discussed. Conflicts could arise from Commission members' work schedules. The topic could be reconsidered when the 2022 Commission membership is known.
- D. Stoesz asked whether the Commission has adopted guidelines regarding flexible work schedules. It was noted that nothing has been officially adopted, but could certainly be considered.

**ADJOURN**

**Motion to adjourn made by J. Jeppson. Second, D. Stoesz. Motion passed unanimously. The meeting was adjourned at 6:27 p.m.**

**NORTH METRO TELECOMMUNICATION  
BILL LIST**

**NOVEMBER 2021**

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>
NOVEMBER	COMBINED	PAYROLL	43,618.06 <b>WAGES</b>
NOVEMBER	COMBINED	IRS/US PAYABLE	14,144.19 <b>WAGES</b>
NOVEMBER	COMBINED	MN REVENUE PAYABLE	2,374.97 <b>WAGES</b>
NOVEMBER	COMBINED	PERA PAYABLE	7,668.15 <b>WAGES</b>
NOVEMBER	COMBINED	PEACHTREE	44.40 <b>MONTHLY SERVICE</b>
NOVEMBER	COMBINED	DISCOVERY BENEFITS	1,177.88 <b>HEALTH SAVINGS EMPLOYEE</b>
13926	11/1/21	Footage Firm, Inc	7,500.00 <b>STORYBLOCKS/ANNUAL</b>
13927	11/1/21	Joanne Sphabmisay	300.00 <b>STIPEND</b>
13928	11/3/21	Gabe Anderson	375.00 <b>STIPEND</b>
13929	11/3/21	Richard D. Larson	395.00 <b>JANITORIAL/MAINTENANCE</b>
13930	11/7/21	Coastal Wintergreen LLC	425.00 <b>MONTHLY SERVICE</b>
13931	11/11/21	Nat. Assn Officers & Advisors	2,255.00 <b>NATOA MEMBERSHIP-ANNUAL</b>
13932	11/23/21	Bradley Law, LLC	912.50 <b>LEGAL/GENERAL</b>
13933	11/27/21	DVS RENEWAL	212.25 <b>LICENSE</b>
13934	11/27/21	DVS RENEWAL	279.25 <b>LICENSE</b>
EFILE	11/1/21	Authorize.Net	39.37 <b>MONTHLY SERVICE</b>
EFILE	11/15/21	Chase Visa Card Services	3,262.03 <b>OS/MEDIA/STUDIO/SFTWR</b>
EFILE	11/28/21	Chase Visa Card Services	235.47 <b>OFFICE SUPPLIES</b>
EFILE	11/1/21	Virtual Merchant Credit Card	10.00 <b>MONTHLY SERVICE</b>
EPAY-01	11/1/21	Principal Financial Group	520.21 <b>STD/LTD/LIFE/ADD</b>
EPAY-02	11/2/21	POPP TELECOM	215.26 <b>MONTHLY SERVICE</b>
EPAY-03	11/3/21	Comcast	539.67 <b>MONTHLY SERVICE</b>
EPAY-04	11/3/21	T-Mobile	102.16 <b>MONTHLY SERVICE</b>
EPAY-05	11/4/21	Speedway	111.17 <b>GAS/OIL</b>
EPAY-06	11/28/21	Circle K Station Stores	187.96 <b>GAS/OIL</b>
EPAY-07	11/12/21	AT&T Wireless	512.47 <b>MONTHLY SERVICE</b>
EPAY-08	11/14/21	Republic Services	258.94 <b>MONTHLY SERVICE</b>
EPAY-09	11/15/21	CenterPoint Energy	28.21 <b>MONTHLY SERVICE</b>
EPAY-10	11/15/21	Comcast Business 1000M/1000M	1,237.44 <b>MONTHLY SERVICE</b>
EPAY-11	11/16/21	U.S. Bank Card Service	134.58 <b>ZOOM/AD/BATRY/OS/SFTWR</b>
EPAY-12	11/22/21	HealthPartners	11,844.77 <b>HEALTH/DENTAL</b>
EPAY-13	11/26/21	City of Blaine-utilities	73.66 <b>MONTHLY SERVICE</b>
EPAY-14	11/26/21	Connexus Energy	1,876.06 <b>MONTHLY SERVICE</b>
OCTOBER SALES TAX	11/15/21	MN Dept. of Revenue	112.00 <b>SALES TAX</b>
			<b><u>102,983.08</u></b>



**NORTH METRO TELECOMMUNICATION  
BILL LIST**

OCTOBER 2021

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	
OCTOBER	COMBINED	PAYROLL	47,028.99	<b>WAGES</b>
OCTOBER	COMBINED	IRS/US PAYABLE	14,516.13	<b>WAGES</b>
OCTOBER	COMBINED	MN REVENUE PAYABLE	2,476.05	<b>WAGES</b>
OCTOBER	COMBINED	PERA PAYABLE	7,686.84	<b>WAGES</b>
OCTOBER	COMBINED	PEACHTREE	48.40	<b>MONTHLY SERVICE</b>
OCTOBER	COMBINED	DISCOVERY BENEFITS	1,177.88	<b>HEALTH SAVINGS EMPLOYEE</b>
13917	10/1/21	Richard D. Larson	316.00	<b>JANITORIAL</b>
13918	10/3/21	B Harris, Inc.	675.00	<b>QUARTERLY SERVICE</b>
13919	10/6/21	Gabe Anderson	300.00	<b>STIPEND</b>
13920	10/7/21	Coastal Wintergreen LLC	1,199.00	<b>MONTHLY SERVICE</b>
13921	10/8/21	Bradley Law, LLC	2,925.00	<b>LEGAL-GENERAL</b>
13922	10/13/21	Metro Sales, Inc.	810.00	<b>QUARTERLY SERVICE</b>
13923	10/20/21	Arman Sarda	150.00	<b>STIPEND</b>
13924	10/29/21	Nancy Yang	500.00	<b>STIPEND</b>
13925	10/31/21	Edwin Yang	500.00	<b>STIPEND</b>
EFILE	10/1/21	Authorize.Net	34.59	<b>MONTHLY SERVICE</b>
EFILE	10/15/21	Chase Visa Card Services	2,039.32	<b>OS/MEDIA/STUDIO/SFTWR</b>
EFILE	10/1/21	Virtual Merchant Credit Card	10.00	<b>MONTHLY SERVICE</b>
EPAY-01	10/1/21	Principal Financial Group	520.21	<b>STD/LTD/LIFE/ADD</b>
EPAY-02	10/2/21	POPP TELECOM	218.36	<b>MONTHLY SERVICE</b>
EPAY-03	10/3/21	Comcast	539.67	<b>MONTHLY SERVICE</b>
EPAY-04	10/3/21	T-Mobile	102.16	<b>MONTHLY SERVICE</b>
EPAY-05	10/4/21	Speedway	33.10	<b>GAS/OIL</b>
EPAY-06	10/6/21	Circle K Station Stores	81.88	<b>GAS/OIL</b>
EPAY-06	10/7/21	Circle K Station Stores	314.46	<b>GAS/OIL</b>
EPAY-07	10/12/21	AT&T Wireless	512.47	<b>MONTHLY SERVICE</b>
EPAY-08	10/14/21	Republic Services	255.84	<b>MONTHLY SERVICE</b>
EPAY-09	10/15/21	CenterPoint Energy	28.63	<b>MONTHLY SERVICE</b>
EPAY-10	10/15/21	Comcast Business 1000M/1000M	1,237.44	<b>MONTHLY SERVICE</b>
EPAY-11	10/16/21	U.S. Bank Card Service	754.60	<b>ZOOM/AD/MRKT/OS/STUDIO</b>
EPAY-12	10/22/21	HealthPartners	12,385.17	<b>HEALTH/DENTAL</b>
EPAY-13	10/26/21	City of Blaine-utilities	73.64	<b>MONTHLY SERVICE</b>
EPAY-14	10/26/21	Connexus Energy	1,900.49	<b>MONTHLY SERVICE</b>
SEPTEMBER SALES T/	10/6/21	MN Dept. of Revenue	77.00	<b>SALES TAX</b>

**101,428.32**

**NORTH METRO TELECOMMUNICATION  
BILL LIST**

SEPTEMBER 2021

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	
SEPTEMBER	COMBINED	PAYROLL	43,904.89	<b>WAGES</b>
SEPTEMBER	COMBINED	IRS/US PAYABLE	14,065.91	<b>WAGES</b>
SEPTEMBER	COMBINED	MN REVENUE PAYABLE	2,373.76	<b>WAGES</b>
SEPTEMBER	COMBINED	PERA PAYABLE	7,580.64	<b>WAGES</b>
SEPTEMBER	COMBINED	PEACHTREE	44.40	<b>MONTHLY SERVICE</b>
SEPTEMBER	COMBINED	DISCOVERY BENEFITS	1,177.88	<b>HEALTH SAVINGS EMPLOYEE</b>
13907	9/3/21	Richard D. Larson	341.00	<b>JANITORIAL</b>
13908	9/3/21	Bradley Law, LLC	1,138.25	<b>LEGAL-GENERAL</b>
13909	9/10/21	Danika Peterson	154.00	<b>MILEAGE/EXPENSES</b>
13910	9/12/21	Siemens Industry, Inc	802.06	<b>ANNUAL FIRE CONTRACT</b>
13911	9/13/21	Terry Tronson	289.46	<b>MILEAGE/EXPENSES</b>
13912	9/15/21	Timothy Singleton	90.00	<b>STIPEND</b>
13913	9/20/21	Coastal Wintergreen LLC	995.00	<b>MONTHLY SERVICE</b>
13914	9/23/21	Winfield's Windows & Things, Inc	125.00	<b>SEMI-ANNUAL CLEANING</b>
13915	9/30/21	Nancy Yang	118.22	<b>STIPEND</b>
13916	9/30/21	Michael S. Johnson	68.32	<b>MILEAGE</b>
EFILE	9/1/21	Authorize.Net	34.59	<b>MONTHLY SERVICE</b>
EFILE	9/1/21	Virtual Merchant Credit Card	10.00	<b>MONTHLY SERVICE</b>
EFILE	9/1/21	Chase Visa Card Services	447.00	<b>MONITORS</b>
EFILE	9/15/21	Chase Visa Card Services	3,678.70	<b>OS/MEDIA/STUDIO/FLEX/SFTWR</b>
EPAY-01	9/1/21	Principal Financial Group	520.21	<b>STD/LTD/LIFE/ADD</b>
EPAY-02	9/2/21	POPP TELECOM	218.35	<b>MONTHLY SERVICE</b>
EPAY-03	9/3/21	Comcast	539.67	<b>MONTHLY SERVICE</b>
EPAY-04	9/3/21	T-Mobile	102.16	<b>MONTHLY SERVICE</b>
EPAY-05	9/4/21	Speedway	191.66	<b>GAS/OIL</b>
EPAY-07	9/12/21	AT&T Wireless	515.97	<b>MONTHLY SERVICE</b>
EPAY-08	9/14/21	Republic Services	255.84	<b>MONTHLY SERVICE</b>
EPAY-09	9/15/21	CenterPoint Energy	25.49	<b>MONTHLY SERVICE</b>
EPAY-10	9/15/21	Comcast Business 1000M/1000M	1,237.44	<b>MONTHLY SERVICE</b>
EPAY-11	9/16/21	U.S. Bank Card Service	299.78	<b>ZOOM/AD/MRKT/OS/STUDIO/FAIR</b>
EPAY-12	9/22/21	HealthPartners	12,385.17	<b>HEALTH/DENTAL</b>
EPAY-13	9/26/21	City of Blaine-utilities	321.10	<b>MONTHLY SERVICE</b>
EPAY-14	9/26/21	Connexus Energy	2,380.89	<b>MONTHLY SERVICE</b>
AUGUST SALES TAX	9/15/21	MN Dept. of Revenue	176.00	<b>SALES TAX</b>
			<b>96,608.81</b>	

# North Metro Telecommunications Commission

Balance Sheet  
November 30, 2021

## ASSETS

### Current Assets

Cash - Checking Account	\$	2,772,367.69	
Petty Cash		150.00	
A/R - NMTC		186,065.07	
Prepaid Insurance - NMTC		11,527.00	
Total Current Assets			2,970,109.76

### Property and Equipment

Office Equipment - NMTC		1,467,850.06	
Accum Deprec - NMTC		(3,171,358.47)	
Bond Equipment 2016		1,985,000.00	
Building-Polk/125		1,572,799.17	
Land-Polk/125		225,700.00	
Total Property and Equipment			2,079,990.76

### Other Assets

Deferred Out Related/Pension		41,394.00	
Total Other Assets			41,394.00

Total Assets \$ 5,091,494.52

## LIABILITIES AND CAPITAL

### Current Liabilities

A/P - NMTC	\$	7,713.67	
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		105,675.62	
Accrued Wages		5,440.64	
Franchise Fee App		895,288.37	
Due to City of Blaine		447,038.00	
Due to City of Centerville		27,722.00	
Due to City of Circle Pines		39,756.50	
Due to City of Ham Lake		115,868.00	
Due to City of Lexington		14,767.00	
Due to City of Lino Lakes		136,950.00	
Due to City of Spring Lake Par		47,808.00	
Deferred In Related/Pension		36,251.00	
Total Current Liabilities			1,877,667.01

### Long-Term Liabilities

Net Pension Liability		569,568.00	
Total Long-Term Liabilities			569,568.00

### Total Liabilities

2,447,235.01

### Capital

Net Equity		368,870.87	
Net Equity - Media Ctr		(206,243.34)	
Net Equity - NMTC		2,517,656.37	
Net Income		(36,024.39)	
Total Capital			2,644,259.51

Total Liabilities & Capital \$ 5,091,494.52

# North Metro Telecommunications Comm

## Cash Receipts Journal

For the Period From Nov 1, 2021 to Nov 30, 2021

Date	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
11/3/21	TRUCK PRODUCTION	TRUCK PRODUCTION Miscellaneous receipts	1,000.00	1,000.00
11/3/21	TAPE DUBS-CHECKS	TAPE DUBS-CHECKS Miscellaneous receipts	18.21	18.21
11/10/21	TAPE DUBS-CASH	TAPE DUBS-CASH Miscellaneous receipts	28.12	28.12
11/10/21	TRUCK PRODUCTION	TRUCK PRODUCTION Miscellaneous receipts	150.00	150.00
11/15/21	TAPE DUBS-CHECK	TAPE DUBS-CHECK Miscellaneous receipts	125.00	125.00
11/15/21	TRUCK PRODUCTION	TRUCK PRODUCTION Miscellaneous receipts	1,000.00	1,000.00
11/25/21	INTEREST	INTEREST COMMISSION CHECKING INTEREST - COMMISSION	23.21	23.21
11/26/21	NOV CC SALES-AUTH	NOVEMBER CC SALES-AUTH NOVEMBER CC SALES-AUTH-FEES Miscellaneous receipts	5.22 174.78	180.00
11/27/21	NOV CC SALES-SQUARE	NOVEMBER CC SALES-SQUARE NOVEMBER CC SALES-SQUARE-FEES Miscellaneous receipts	29.69 1,095.15	1,124.84
11/29/21	NOVEMBER PAYPAL	NOVEMBER PAYPAL NOVEMBER PAYPAL-FEES PAYPAL	1.19 18.81	20.00
11/30/21	NOV CC SALES-SQUARE	NOVEMBER CC SALES-SQUARE NOVEMBER CC SALES-SQUARE-FEES Miscellaneous receipts	1.06 37.51	38.57
			<u>3,707.95</u>	<u>3,707.95</u>

# North Metro Telecommunications Comm

## Check Register

For the Period From Nov 1, 2021 to Nov 30, 2021

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

Check #	Date	Payee	Amount
EFILE	11/1/21	Discovery Benefits	22.50
EFILE	11/1/21	Authorize.Net	39.37
EFILE	11/1/21	Virtual Merchant Credit Card	10.00
EPAY-01	11/1/21	Principal Financial Group	520.21
13926	11/1/21	Footage Firm, Inc	7,500.00
13927	11/1/21	Joanne Sphabmisay	300.00
EPAY-02	11/2/21	POPP TELECOM	215.26
EFILE	11/3/21	Discovery Benefits	577.69
EPAY-04	11/3/21	T-Mobile	102.16
EPAY-03	11/3/21	Comcast	539.67
13928	11/3/21	Gabe Anderson	375.00
13929	11/3/21	Richard D. Larson	395.00
EPAY-05	11/4/21	Speedway	111.17
EFILE	11/5/21	MN Dept. of Revenue	1,143.40
EFILE	11/5/21	Public Employees Retirement	3,718.40
EFILE	11/5/21	IRS/US BANK	6,420.53
PEACH	11/5/21	Peachtree/Sage Software	22.20
13930	11/7/21	Coastal Wintergreen LLC	425.00
13931	11/11/21	Nat. Assn Officers & Advisors	2,255.00
EPAY-07	11/12/21	AT&T Wireless	512.47
EPAY-08	11/14/21	Republic Services	258.94
EPAY-09	11/15/21	CenterPoint Energy	28.21
OCTOBER SALES TAX	11/15/21	MN Dept. of Revenue	112.00
EFILE	11/15/21	Chase Visa Card Services	3,262.03
EPAY-10	11/15/21	Comcast Business 1000M/1000M	1,237.44
EPAY-11	11/16/21	U.S. Bank Card Service	134.58
EFILE	11/17/21	Discovery Benefits	577.69
EFILE	11/19/21	MN Dept. of Revenue	1,105.27
EFILE	11/19/21	Public Employees Retirement	3,641.98

# North Metro Telecommunications Comm

## Check Register

For the Period From Nov 1, 2021 to Nov 30, 2021

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

Check #	Date	Payee	Amount
EFILE	11/19/21	IRS/US BANK	6,226.40
PEACH	11/19/21	Peachtree/Sage Software	22.20
EPAY-12	11/22/21	HealthPartners	11,844.77
13932	11/23/21	Bradley Law, LLC	912.50
EPAY-13	11/26/21	City of Blaine-utilities	73.66
EPAY-14	11/26/21	Connexus Energy	1,876.06
13933	11/27/21	DVS RENEWAL	212.25
13934	11/27/21	DVS RENEWAL	279.25
EPAY-06	11/28/21	Circle K Station Stores	187.96
EFILE	11/28/21	Chase Visa Card Services	235.47
EFILE	11/30/21	Public Employees Retirement	307.77
EFILE	11/30/21	MN Dept. of Revenue	126.30
EFILE	11/30/21	IRS/US BANK	1,497.26
<b>Total</b>			<b><u>59,365.02</u></b>

# North Metro Telecommunications Comm

## General Journal

For the Period From Nov 1, 2021 to Nov 30, 2021

Date	Reference	Trans Description	Debit Amt	Credit Amt
11/1/21	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	105,354.07	105,354.07
11/30/21	ACCRUED DEPRECIATION	ACCRUED DEPRECIATION ACCRUED DEPRECIATION	12,900.00	12,900.00
11/30/21	ACCRUED VAC/COM/SICK	ACCRUED VAC/COMP/SICK ACCRUED VAC/COMP/SICK	105,675.62	105,675.62
11/30/21	ACCRUED WAGES	ACCRUED WAGES ACCRUED WAGES	5,440.64	5,440.64
Total			<u>229,370.33</u>	<u>229,370.33</u>

# North Metro TV

November 2021 Update

## Program Production

In November, a total of 64 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **57:45:00 hours of new programming**.

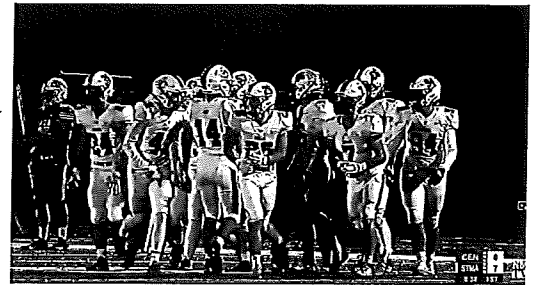
- 21 programs were produced by the public
- 40 programs were produced by NMTV staff
- 3 programs were produced by City staff



## Van Shoots

The HD production truck was utilized for 20:30:00 hours of production in November. The following events were produced live and recorded for additional playback:

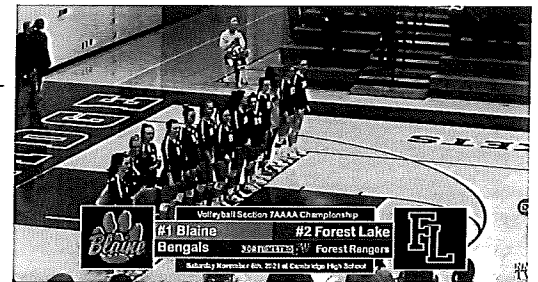
- Volleyball: 7AAAA SF: Centennial vs. Blaine
- Football: 6A State 2<sup>nd</sup> Round: Centennial vs. St. Michael-Albertville
- Boys Hockey: Lakeville South vs. Blaine



## vMix Live Streaming Shoots

The vMix single camera production system was utilized to record/transmit five sporting events. The vMix system requires significantly fewer staff members than the production truck. vMix crews are spread out over multiple locations and connected via the internet.

- Girls Soccer: State SF: Centennial vs. Rosemount
- Football: State 6A 2<sup>nd</sup> Round: Blaine vs. Shakopee
- Girls Soccer: State Championship: Centennial vs. Stillwater
- Volleyball: 7AAAA Championship: Blaine vs. Forest Lake
- Girls Hockey: Hill Murray vs. Blaine



## Most Viewed YouTube Sporting Event

Boys Hockey: Lakeville South vs. Blaine  
1,413 Views



## Live Workshops

Workshop	Instructor	Organization	Students
How to Make a TV Show: Week 3: Editing	Eric Houston	General Public	2
Introduction to North Metro TV	Eric Houston	General Public	2
Lecture Class: Hollywood Goes to the Dogs	Eric Houston	Crest View Senior Living	3
Lecture Class: The Marx Brothers: Groucho, Chico, Harpo, and Sometimes Zeppo	Eric Houston	Blaine Parks and Recreation	2
<b>4 Live Workshop</b>			<b>9 Students</b>

## VOD Workshop Views

Workshop	Type	# of Views	Hours Viewed
Great British Game Shows	Mini	40	3 hrs
We Love Lucy: The Lucille Ball Story	Full	45	6.25 hrs
The Immortal Ingrid Pitt	Mini	1,053	61.5 hrs
The Oscars: 90 Years of the Academy Awards	Full	38	6 hrs
Tim Curry Horror Picture Show	Mini	42	2.5 hrs
Back to the Eighties: The Decade's Biggest...	Full	27	7.75 hrs
James Bond: 50 Years of 007	Full	93	10.75 hrs
Eurovision: A Celebration	Mini	7	.5 hrs
Yabba-Dabba-Do! The Fantastic World of Hanna...	Full	359	31.5 hrs
Superman: The Man of Steel on the Silver Screen	Full	16	3.75 hrs
The Fantastic Four on the Silver Screen	Mini	27	1.75 hrs
Christmas in Hollywood	Full	7	1 hrs
TV's Greatest Christmas Specials	Full	48	2.75 hrs
Chicago Christmas Classics	Mini	3,037	151.75 hrs
Let's Go Ghostbusters: Filmmation's Haunted Heroes	Mini	14	.5 hrs
Monster Movies of the 40s and 50s	Full	280	24.5 hrs
Monster Movies of the 20s and 30s	Full	22	4.25 hrs
The Presidency on Film JQA to JFK	Full	NA	NA
Monstervision: The Legend of Joe Bob Briggs	Mini	20	1.25 hrs
The Cult of Caroline Munro	Mini	55,359	2,306 hrs
The Marilyn Monroe Story	Full	82	12.5 hrs
Nick at Nite: A TV Viewer's Dream	Mini	31	.75 hrs
The Birth of Animation: Mickey, Bugs, and Betty...	Full	NA	NA
Hollywood Goes to War: World War II	Full	30	6 hrs
Come on Down: Game Shows of the 70s and 80s	Full	40	4.5 hrs
The Quiz Show Scandals and Other Game Shows...	Full	127	27 hrs
The Three Stooges: Comedy's Heavy Hitters	Full	5	1 hrs
The Marx Brothers: Groucho, Harpo, Chico...	Full	65	3.75 hrs
Mary Pickford: The World's First Movie Star	Full	NA	NA
Hollywood Goes to the Dogs: Lassie, Benji...	Full	9	1.25 hrs
<b>30 VOD Workshops</b>		<b>60,923 Total Views</b>	<b>3,473.75 Hours Viewed</b>



### Most Viewed YouTube Workshop

The Cult of Caroline Munro  
55,359 Views

## YouTube Stats

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Month	Viewers	Videos Viewed	Hours Watched	New Subscribers	Total Impressions
January	23,800	38,487	3,620.2	132	532,400
February	21,198	34,307	3,201	103	507,655
March	26,738	46,359	5,147	145	668,404
April	20,378	28,623	1,653	84	462,844
May	26,205	39,801	4,364	141	559,725
June	78,020	98,880	16,114	335	2,187,848
July	19,290	25,592	1,848.5	61	401,947
August	19,875	28,566	1,653	55	441,487
September	21,179	34,266	2,927.25	123	518,344
October	267,700	346,691	19,079	1,474	3,720,835
November	67,568	87,635	4,820	338	1,068,997
<b>TOTAL:</b>	<b>591,951</b>	<b>809,207</b>	<b>64,426.95</b>	<b>2,991</b>	<b>11,070,486</b>

## NMTV Website Stats

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Month	Number of Users	Number of Views	Live Stream Views
January	6,103	20,923	1,324
February	5,860	16,285	1,692
March	5,347	14,476	2,182
April	4,313	9,558	599
May	3,534	8,928	845
June	4,072	10,641	1,360
July	4,563	12,497	2,205
August	3,810	8,021	694
September	5,244	13,772	2,524
October	6,525	22,452	5,837
November	4,900	10,949	1,291
<b>TOTAL:</b>	<b>54,271</b>	<b>148,502</b>	<b>20,553</b>

## Home Movie Transfers

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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	387	74	136	3	516	\$1,927.20
February	358	77	101	15	1,097	\$688.06
March	587.50	153	76	73	850	\$3,007.08
April	429	134	52	92	860	\$1,550.12
May	302.5	92	83	0	300	\$1,916.48
June	230.5	37	57	0	363	\$582.78
July	345.25	69	79	0	166	\$1,761.16
August	412.75	97	88	45	89	\$2,165.03
September	200.5	56	13	3	1,457	\$932.36
October	130.5	65	13	0	1,168	\$1,053.32
November	391.5	126	42	0	2,273	\$1,652.97
<b>TOTAL:</b>	<b>3,775</b>	<b>980</b>	<b>740</b>	<b>231</b>	<b>9,139</b>	<b>\$17,236.56</b>

## Production Highlights

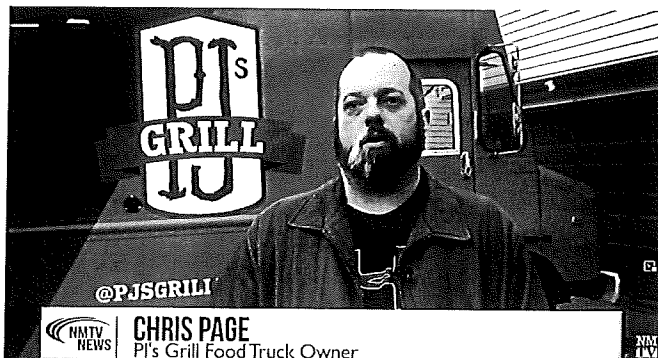
### NMTV News Highlights

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 November highlights include:

- Anoka Hennepin Leaders Looking for Curriculum In-Put
- Gas Release in Ham Lake Alarms Neighbors
- Lino Lakes Leaders Celebrate Lyngblomsten
- Lino Lakes YMCA Building to Re-Open Next Spring as City Rec Center
- Meals on Wheels Looks to Expand Service, Needs Volunteers
- Friends of the Anoka County Library Open Book Sale
- Blaine Makes Changes Regarding Food Trucks
- Supply Chain Problems Affect School Lunch Plans
- Utility Providers Warn About Rising Costs This Winter
- Centennial Food Shelf Reveals New lay-Out
- Tis the Season for Backyard Ice Rink Construction



In addition to daily playbacks of North Metro TV News on the cable systems, there are 941 local stories archived for viewers on the NMTV YouTube channel. The channel can be accessed through the [northmetrotv.com](http://northmetrotv.com) website.



### Most Viewed YouTube News Story

Blaine Makes Changes Regarding Food Trucks  
702 Views

### Veterans Day Program

Every year Special Events Coordinator, T.J. Tronson, works with Blaine High School to provide coverage of their Veterans Day program. This year he produced a live stream of the event and also recorded it for the school's YouTube channel. Because the recorded live stream wasn't the highest quality, he edited a cleaner version from all of the raw video recorded on the four cameras used to stream the event. The Blaine Orchestra performed as part of the event, as well, and requested a copy of their performance for their Facebook page. T.J. edited two songs from their performance for that use. Blaine High School contracted with NMTV to cover the event.

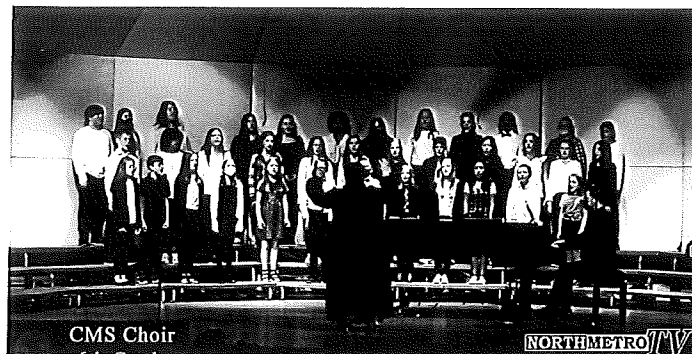


### Change in the Sports Department

Sports Producer, Jeremy Millington, resigned his position on November 26<sup>th</sup>, after four and a half years of employment. While he has decided to concentrate his efforts on free-lance sports production, he has promised that he will still be available to the Sports Department for occasional assistance. Jeremy is a talented and hardworking guy and will be sorely missed. Applicants for his replacement (as if it were possible) will be interviewed in December.

### Centennial Middle School Concert

One of the responsibilities of the NMTV Sports Director, is to work with schools to facilitate live streaming and recording of events that we no longer record for our channels due to copyright issues. In November, we worked with Centennial Middle School to record their fall choir concert. Parents love to see their kids in plays and concerts and we are happy to provide that visual experience for them via our streaming services.

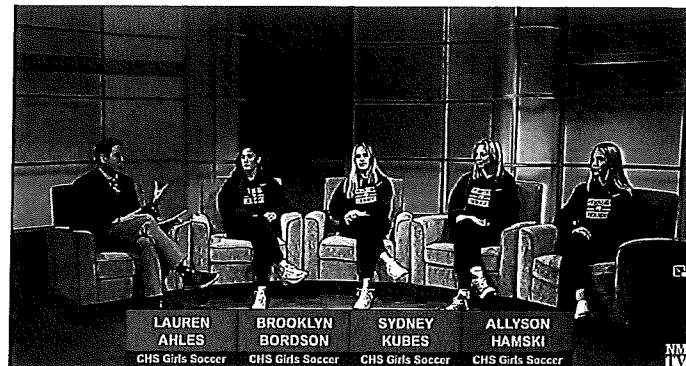


### BHS Business Professionals of America

Members of the Business Professionals of America team from Blaine High School began work on their annual production in November. This year, Instructor Eric Houston is working with two teams. First on the list of to-dos....studio training.

### Sports Den Fall Finale

The Sports Den Fall Finale 2021 went out live on Monday, November 22nd. Once again, student athletes from Blaine, Centennial, and Spring Lake Park High Schools were invited into the studio to talk about their seasons. The show included highlights from the volleyball, football, swimming & diving, and soccer seasons and interviews. Athletes from the various teams were brought onto the set and asked questions about the past season and their future goals. The students will all receive a copy of the program, to thank them for attending and for being a fan of Sports Den.



### City Productions

In November, Municipal Producer, Trevor Scholl, completed two productions.

The shows include recording a meeting for the City of Blaine, for internal use, and a piece on the Blaine Business Council. Time was also spent assisting with the annual Blaine High School Veterans Day Program. Finally, Trevor was able to complete updating four city Brightsign players with current videos and information. Programs completed include:

- Blaine Business Council
- Blaine Safety Meeting



New and ongoing projects include:

- Winter Mayor's minutes
- Blaine Police Department at Full Staff
- Honoring 40 Years of Service in Police Reserves -Tim Cyson
- New business – Burn Boot Camp
- Circle Pines channel reformat
- Lexington channel reformat
- Blaine staff training videos
- NMTV Yule log
- Business profiles - Pet Suites and Pizza T's
- Anoka County Library feature
- Blaine Police Department – Holiday Car Thefts

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.

## Public Access Programs

Title	Producer	Runtime
Rice Creek Watershed District Meeting	Theresa Stasica	01:24:16
Christ Lutheran Church (6 episodes)	Chance Amundson	04:04:47
Lovepower (4 episodes)	Rick Larson	04:00:00
The Power of Love (4 episodes)	Rick Larson	02:00:00
Oak Park Community Church (4 episodes)	David Turnidge	02:21:52
Hope Church (2 episodes)	Parker Payne	01:56:12
<b>21 New Programs</b>		<b>15:47:07 New Hours</b>

## NMTV Staff Programs

Title	Producer	Runtime
Anoka County Board Meeting (11/9/21)	T.J. Tronson	00:34:16
Anoka County Board Meeting (11/23/21)	T.J. Tronson	00:55:13
Blaine High School's 2021 Veterans Day Program	T.J. Tronson	01:01:56
NMTV News (3 episodes)	Danika Peterson/Rusty Ray	00:59:59
Lino Lakes Water Tower Named One of the "Tanks of the Year"	Danika Peterson/Rusty Ray	00:01:51
Blaine Changes Food Truck Ordinance	Danika Peterson/Rusty Ray	00:03:04
Blaine Business Council	Trevor Scholl	00:02:17
Blaine Safety Meeting (Internal Purposes)	Trevor Scholl	00:54:00
Volleyball: 7AAAA SF: Centennial/Blaine	Kenton Kipp/J. Millington	01:03:33
Football: 6A State 2 <sup>nd</sup> Round: Centennial/St. Michael Albertville	Kenton Kipp/J. Millington	02:16:50
Boys Hockey: Lakeville South/Blaine	Kenton Kipp	01:41:38
Girls Soccer: State SF: Centennial/Rosemount	Kenton Kipp/J. Millington	01:39:56
Football: 6A 2 <sup>nd</sup> Round: Blaine/Shakopee	Kenton Kipp/J. Millington	01:55:13
Girls Soccer: State Championship: Centennial/Stillwater	Kenton Kipp/J. Millington	01:44:29
Volleyball: 7AAAA Championship: Blaine/Forest Lake	Kenton Kipp/J. Millington	01:31:15
Girls Hockey: Hill-Murray/Blaine	Kenton Kipp	01:16:56
Sports Den (3 episodes)	Kenton Kipp/J. Millington	01:14:46
Sports Den Fall Season Finale	Kenton Kipp/J. Millington	00:29:06
<b>22 New Programs</b>		<b>20:26:18 New Hours</b>

## City Meetings

Title	Producer	Runtime
Blaine City Council Meeting (11/1/21)	T.J. Tronson	00:39:52
Blaine Planning Commission Meeting (11/9/21)	T.J. Tronson	00:27:34
Blaine City Council Meeting (11/15/21)	Trevor Scholl	01:06:52
Blaine Natural Resources Conservation Board Meeting (11/16/21)	Trevor Scholl	00:49:14
Blaine Park Board Meeting (11/23/21)	Trevor Scholl	00:56:15
Centerville Planning & Zoning Meeting (11/2/21)	Matt Waldron/John Murphy	03:20:24
Centerville Park & Rec Meeting (11/3/21)	John Murphy	02:21:22
Centerville City Council Meeting (11/10/21)	Teresa Bender	03:31:57
Centerville EDA Meeting (11/17/21)	John Murphy	00:53:13

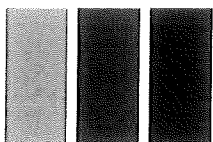
Circle Pines City Council Meeting (11/9/21)	Patrick Willson	00:49:11
Circle Pines Utility Commission Meeting (11/17/21)	Patrick Willson	00:09:18
Circle Pines City Council Meeting (11/23/21)	Patrick Willson	00:29:02
Ham Lake City Council Meeting (11/1/21)	Patrick Willson	00:06:44
Ham Lake City Council Meeting (11/15/21)	Patrick Willson	00:01:16
Lexington City Council Meeting (11/4/21)	Lexington Staff	00:16:46
Lexington City Council Meeting (11/18/21)	Lexington Staff	00:07:18
Lino Lakes City Council Meeting (11/8/21)	Anne Serwe	01:17:20
Lino Lakes Planning & Zoning Meeting (11/10/21)	Anne Serwe	02:15:17
Lino Lakes City Council Meeting (11/22/21)	Anne Serwe	00:31:54
Spring Lake Park City Council Meeting (11/1/21)	Danika Peterson	00:42:12
Spring Lake Park City Council Meeting (11/15/21)	Danika Peterson/Emerson Rice	00:38:25
<b>21 New Programs</b>		<b>21:31:26 New Hours</b>

If you have any questions or comments regarding this monthly report please contact  
Heidi Arnson at 763.231.2801 or [harnson@northmetrotv.com](mailto:harnson@northmetrotv.com).

# NORTH METRO TV

## Production Statistics 2021

Programming Statistics														21 Total	21 Average
Cablecast Programs	2478.00	2262.00	2542.00	2186.00	2335.00	2179.00	2471.00	2463.00	2490.00	2956.00	2508.00		26870.00	2239.17	
Cablecast Hours	1985.50	1945.50	2090.75	2085.50	2275.50	1860.00	2181.00	2121.00	1969.00	2313.00	1895.00		22711.75	1892.65	
Programs Produced - Public	18.00	12.00	19.00	15.00	15.00	15.00	13.00	15.00	12.00	17.00	14.00		165.00	13.75	
Program Hours Produced - Public	14.00	10.00	15.00	11.00	12.00	11.75	10.00	11.25	9.75	13.00	10.00		127.75	10.65	
Prog. Produced - Affiliated Public	6.00	6.00	8.00	5.00	4.00	6.00	6.00	8.00	5.00	8.00	7.00		69.00	5.75	
Prog. Hours Produced - Affil. Public	6.00	5.00	6.50	6.50	3.00	6.50	5.25	3.25	5.00	7.50	5.75		60.25	5.02	
Programs Produced - City Staff	10.00	6.00	6.00	7.00	9.00	4.50	4.50	4.00	4.00	4.00	3.00		61.50	5.13	
Program Hours Produced - City Staff	14.50	12.00	6.25	20.50	18.00	4.00	3.75	4.50	6.00	4.50	4.00		98.00	8.17	
Programs Produced - NMTV Staff	49.00	46.00	99.00	37.00	50.00	48.50	91.00	38.00	50.00	61.00	40.00		609.50	50.79	
Program Hours Produced - NMTV Staff	39.50	39.25	53.00	34.00	51.00	45.00	84.00	33.25	49.75	67.50	38.00		534.25	44.52	
Total Public Programs Produced	24.00	18.00	27.00	20.00	19.00	21.00	19.00	23.00	17.00	25.00	21.00		234.00	19.50	
Total Staff Programs Produced	59.00	52.00	105.00	44.00	59.00	53.00	95.00	42.00	54.00	65.00	43.00		671.00	55.92	
Total Internal Programs Produced	83.00	70.00	132.00	64.00	78.00	74.00	114.00	65.00	71.00	90.00	64.00		905.00	75.42	
% Staff Produced Programs	71.08%	74.29%	79.55%	68.75%	75.64%	71.62%	83.33%	64.62%	76.06%	72.22%	67.19%		74.14%	74.14%	
% Public Produced Programs	28.92%	25.71%	20.45%	31.25%	24.36%	28.38%	16.67%	35.38%	23.94%	27.78%	32.81%		25.86%	25.86%	
External Programs Submitted	15.00	27.00	24.00	23.00	18.00	23.00	23.00	24.00	21.00	24.00	30.00		248.00	20.67	
External Program Hours	11.50	19.50	21.25	20.25	15.00	21.00	18.00	21.50	19.00	21.00	25.00		213.00	17.75	
Total New Programs	98.00	97.00	156.00	87.00	96.00	97.00	133.00	89.00	92.00	114.00	94.00		1153.00	96.08	
Public Equipment Usage Statistics															
Facility Hours Available	105.00	105.00	140.00	119.00	112.00	131.00	133.00	126.00	91.00	98.00	119.00		1279.00	106.58	
Camera Check Outs	5.00	4.00	7.00	6.00	3.00	4.00	4.00	4.00	3.00	8.00	10.00		58.00	4.83	
Studio A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		12.00	1.00	
% of Available Time	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0.94%	0.94%	
Studio B	0.00	0.00	0.00	0.00	6.50	0.00	14.00	10.25	0.00	3.00	12.00		45.75	3.81	
% of Available Time	0.00%	0.00%	0.00%	0.00%	5.80%	0.00%	10.53%	8.13%	0.00%	3.06%	10.08%		3.58%	3.58%	
Editing	16.00	17.00	19.50	18.00	15.50	12.50	15.75	35.25	8.50	14.75	26.50		199.25	16.60	
% of Available Time	15.24%	16.19%	13.93%	15.13%	13.84%	9.54%	11.84%	27.98%	9.34%	15.05%	22.27%		15.58%	7.46%	
Number of Public Facility Users	5.00	2.00	4.00	6.00	9.00%	4.00	11.00	10.00	3.00	9.00	25.00		79.09	6.59	
Total Hours of Public Use	49.00	26.00	49.00	84.00	29.50	25.50	29.75	45.50	8.50	29.75	36.50		413.00	34.42	
Production Van/Mix Statistics															
Number of Van Shoots	0.00	0.00	12.00	3.00	8.00	7.00	2.00	4.00	9.00	9.00	3.00		57.00	4.75	
Total Van Usage Hours	0.00	0.00	67.50	18.00	46.00	44.25	14.25	20.75	60.75	59.75	20.50		351.75	29.31	
Number of vMix Shoots	13.00	14.00	11.00	3.00	4.00	2.00	41.00	0.00	2.00	6.00	5.00		0.16	0.40	
Intern Hours	27.50	10.00	17.00	10.00	20.25	44.25	12.00	28.50	40.25	18.75	6.50		235.00	19.58	
Volunteer Hours	0.00	0.00	4.00	8.00	4.00	27.00	49.50	0.00	4.00	27.75	28.50		152.75	12.73	
Workshop Statistics															
Number of Live Workshops	2.00	3.00	2.00	4.00	2.00	0.00	3.00	3.00	1.00	5.00	4.00		29.00	2.42	
Number of Students at Live Workshops	23.00	27.00	29.00	30.00	12.00	0.00	12.00	19.00	10.00	13.00	9.00		184.00	15.33	
VOD Students All Workshops	3677.00	2640.00	3908.00	5394.00	5422.00	6650.00	3650.00	3552.00	4124.00	293665.00	60923.00		393605.00	32800.42	
Media Transfer Statistics															
Total Transfer Equip. Usage Hours	387.00	558.00	587.50	429.00	302.50	230.50	345.25	412.75	200.50	130.50	391.50		3775.00	314.58	
Tapes Transferred	74.00	77.00	153.00	134.00	92.00	37.00	69.00	97.00	56.00	65.00	126.00		980.00	81.67	
Film Reels Transferred	136.00	101.00	76.00	52.00	83.00	57.00	79.00	88.00	13.00	13.00	42.00		3.85	26.22	
Slides/Photos Transferred	516.00	1097.00	850.00	860.00	300.00	363.00	166.00	89.00	1457.00	1168.00	2273.00		9139.00	761.58	
DVDs Copied	3.00	15.00	73.00	92.00	0.00	0.00	0.00	45.00	3.00	0.00	0.00		231.00	19.25	
Transfer Hours By Public	10.50	32.00	74.00	40.50	35.00	23.50	4.25	13.25	0.00	3.50	2.50		239.00	19.92	
Transfer Hours By Staff	376.50	326.00	513.50	388.50	267.50	207.00	341.00	399.50	200.50	127.00	389.00		3536.00	294.57	
NMTV YouTube Statistics															
Number of Viewers	23800.00	21198.00	26738.00	20378.00	26205.00	78020.00	19290.00	19875.00	21179.00	267700.00	67568.00		591951.00	49329.25	
Total Videos Viewed	39487.00	34307.00	46359.00	28623.00	39801.00	98880.00	25592.00	28566.00	34266.00	346691.00	87635.00		809207.00	67433.92	
Total Hours Watched	3620.20	3201.00	5147.00	1653.00	4364.00	16114.00	1848.50	1953.00	2927.25	19079.00	4820.00		64426.95	5368.91	
Number of New Subscribers	132.00	103.00	145.00	84.00	141.00	335.00	61.00	55.00	123.00	1474.00	338.00		2991.00	249.25	
Total Impressions	532400.00	507655.00	668404.00	462844.00	559725.00	2187848.00	401947.00	441487.00	518344.00	3720835.00	1068997.00		11070486.00	922540.50	
NMTV Website Statistics															
Number of Users	6103.00	5860.00	5347.00	4313.00	3534.00	4072.00	4563.00	3810.00	5244.00	6525.00	4900.00		54271.00	4522.58	
Number of Views	20923.00	16285.00	14476.00	9558.00	8928.00	10641.00	12497.00	8021.00	13772.00	22452.00	10949.00		148502.00	12375.17	
Live Stream Views	1324.00	1692.00	2182.00	599.00	845.00	1360.00	2205.00	694.00	2524.00	5837.00	1291.00		20553.00	1712.75	



**Bradley Law**  
Attorneys at Law

## MEMORANDUM

**To: North Metro Telecommunications Commission**  
**From: Mike Bradley, Michael Athay, and Tou Xiong**  
**Re: December 2021 Legal Report**  
**Date: December 1, 2021**

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### **Bradley Law Volunteering to Remove Racial Covenants**

Mike Bradley and Tou Xiong have joined Just Deeds, a non-profit corporation dedicated to helping Minnesota homeowners to remove racial covenants from their property titles. Just Deeds partners with Minnesota cities to connect interested homeowners with *pro bono* attorneys. Mike and Tou are currently signed up to help the cities of Golden Valley and St. Anthony Village. Racial covenants have been identified throughout Hennepin County. Soon information on racial covenants in Ramsey County will be released.

### **Bradley Law Files at U.S. Supreme Court**

Bradley Law filed a letter with the U.S. Supreme Court on behalf of its municipal clients that participated in *City of Eugene v. FCC* (6th Cir. 2021), in support of the petition seeking Supreme Court review of the Sixth Circuit decision related to the preemption of the City of Eugene's license fee imposed on internet services provided over a cable system.

### ***City of Eugene v. FCC*, 998 F.3d 701 (6th Cir. 2021) - Plain English Summary**

We were asked recently to provide a summary of the City of Eugene case in "plain English." Since this case has been going on for many years now, we thought Commission Directors might appreciate a short refresher.

In 2018 the FCC issued an Order that altered the way cable franchise fees would be calculated. Essentially, the FCC ruled that a cable operator could reduce the franchise fees it pays to a local franchising authority, such as the Cable Commission, by the fair market value of most noncash franchise requirements. An example of noncash franchise requirements are the fiber and cable lines that connects the Commission's playback facility. Comcast has argued in the past that the fair market value of these lines is \$1,600 per month per location, which would be a significant annual cost to the Commission. Since the Commission is funded in large part by franchise fees, this FCC Order negatively impacted the Commission and its member cities.

The FCC Order also preempted any local government regulations on noncable services provided over a cable system. Noncable services would include internet services.

**Bradley Law, LLC**



The Commission joined a large consortium of municipal entities, which includes the City of Philadelphia, City of Oklahoma City, City of Minneapolis, and City of Sioux Falls to appeal the FCC Order. Appeals are heard by the United States Court of Appeals. This case was ultimately assigned to the Sixth Circuit Court of Appeals.

The Sixth Circuit upheld the FCC Order in part and reversed it in part. On the franchise fee issue, the Court ruled that noncash franchise requirements can be deducted from franchise fees, but importantly ruled that the amount is not fair market value but rather the cable operator's marginal cost. In our view, this nullified nearly all of the negative financial impact on the Commission. On the regulation of noncable services, the Sixth Circuit rejected the FCC blanket preemption of local government regulation of noncable services provided over a cable system. The Court ruled that local governments can regulate noncable services provided over a cable system provided the regulation is not inconsistent with the federal Cable Act. However, the Court went on to rule that a license fee charged by an Oregon City on a cable operator's internet service was inconsistent with the Cable Act and therefore preempted.

On November 1, 2021, the City of Eugene, Oregon, and other local governments filed a Petition with the United States Supreme Court seeking review of the Sixth Circuit's decision preempting fees on noncable services. On November 16, 2021, we filed a letter with the U.S. Supreme Court indicating that we support the granting of the Petition and letting the Court know that we will not be filing a brief related to the granting of the Petition. The ability to receive a right-of-way fee on internet service would obviously have a positive impact on the Commission and its member cities.

### **FCC Video Programming Accessibility Forum – Online Closed Captioning**

The Forum will be on December 2, 2021, from 1:00 pm to 3:45 pm ET, to explore the state of closed captioning availability for online video programming. More information is available [here](#).

### **Biden Nominations for Open FCC Seats**

The Senate Commerce Committee held a December 1 [hearing](#) to vote to advance Acting Chair Rosenworcel's nomination, and to question nominee Gigi Sohn, nominated to be the 5<sup>th</sup> FCC Commissioner, and nominee Alan Davidson, nominated to be Assistant Secretary of Commerce for Communications and Information. The Committee approved Acting Chair Rosenworcel.

### **Infrastructure Act Passes House, Brings Largest Federal Investment in Digital Equity**

On November 5, 2021, the Infrastructure Expansion Act of 2021 passed in the House, bringing about the largest ever federal government investment in digital equity. The Infrastructure Act includes the following broadband and digital inclusion elements:

- Digital Equity Act (for digital equity and adoption grants): \$2.75 billion over 5 years
- Broadband Grants for States, DC, Puerto Rico & Territories: \$42.5 billion
- Emergency Broadband Benefit program extension: \$14.2 billion
- Tribal Connectivity Program: \$2 billion

- Middle Mile Connectivity: \$1 billion
- \$2 billion for USDA Reconnect program
- Prohibition of “Digital Discrimination” by internet service providers
- Requirement for clear labeling of consumer broadband service offerings and prices
- Minimum of \$110 million to each state in direct grants, amounts based on how many served/unserved households in the state – Speeds of less than 25/3 define “unserved”; speeds of less than 100/20 define “underserved” (identical to Minnesota statutes).
- States must apply for funds.
- Funds will be routed through Department of Commerce

Details can be found at the National Digital Inclusion Alliance (NDIA) website at <https://www.digitalinclusion.org/blog/2021/11/06/two-years-in-the-making-the-digital-equity-act-passes-in-congress/> and the Minnesota Rural Broadband Coalition website at <https://mnruralbroadbandcoalition.com/>.

### **FCC Rulemaking on Resilient Networks**

On September 30, 2021, the Federal Communications Commission adopted a Notice of Proposed Rulemaking seeking comment on proposed rules to improve communications reliability during natural disasters. The NPRM seeks comment on the wireless industry’s disaster response framework, the Commission’s network outage reporting rules, and strategies to reduce the impact of power outages on communications networks. Comments must be filed on or before December 6, 2021 and reply comments on or before January 4, 2022. (PS Docket Nos. 21-346 and 15-80; ET Docket No. 04-35)

### **FCC Rulemaking On Future Use of the 4.9 GHz Band**

Also on September 30, 2021, the Commission adopted its Eighth Further Notice of Proposed Rulemaking in the 4.9 GHz band proceeding, in which the Commission seeks comment on a series of proposals related to the future use of the 4.9 GHz band. The deadline for comments was November 29, 2021; reply comments are due December 28, 2021. Reply Comments can be filed whether or not initial Comments were filed. The Commission vacated its previously-adopted state-by-state leasing framework for the band and is now seeking comment on a nationwide framework, ways to foster greater public safety use, and ways to facilitate compatible non-public safety access to the band. (WP Docket No. 07-100)

### **FCC Rulemaking on PSAP Do Not Call Registry**

On October 1, 2021, the Commission released a Further Notice of Proposed Rulemaking ([link on this page](#)) to reassess its approach to protecting PSAPS from unwanted autodialed calls. Specifically, the Commission proposes that voice service providers be required to block autodialed calls made to PSAP telephone numbers registered on the PSAP Do-Not-Call registry. Comments were due on or before December 1, 2021; reply comments are due on or before December 16, 2021. Reply Comments can be filed whether or not initial Comments were filed.

## **FCC Pauses Lifeline Phase-Out and Mobile Data Capacity**

On November 5, 2021 the FCC's Wireline Competition Bureau released an Order pausing the scheduled phaseout in Lifeline support for voice-only services and the scheduled increase in the mobile broadband data capacity minimum service standards for the Lifeline program. In 2016, the Commission directed that support for services that meet only the voice minimum service standard be eliminated in most areas on December 1, 2021. The Commission also created a formula to determine annual increases to the minimum service standard for mobile broadband data capacity, which would result in an increase to 18GB per month beginning December 1, 2021. In its Order, the Bureau found that the creation of the Emergency Benefit Broadband Program, the ongoing COVID-19 pandemic, and new data collected as part of the Bureau's State of the Lifeline Marketplace Report "provide good cause for the Bureau to pause both the phase-out in support for voice-only services and the increase in minimum service standards for mobile broadband data capacity." The pause will last for one year, until December 1, 2022, during which time the Commission intends to evaluate whether the changed circumstances warrant longer-term modifications of the Lifeline program.

## **FCC Transitions Emergency Broadband Benefit Program into Affordable Connectivity Program**

On November 19, 2021 the FCC released a Public Notice seeking comment on final rules to implement the Affordable Connectivity Program, which is the extension of the Emergency Broadband Benefit Program, with some modifications, mandated by Congress in the recently signed Infrastructure Investment and Jobs Act. The Notice states that, based on the text of the IIJA, the Commission considers December 31, 2021, to be the effective date of the ACP and the date on which EBB will cease. The IIJA provides for a 60-day transition period for EBB households, which will commence on December 31, so that current EBB recipients will not see an immediate reduction in their benefit on the effective date of the ACP. Comments are due on or before December 8, 2021, and reply comments are due on or before December 28, 2021, in WC Docket No. 21-450.

The Benton Institute for Broadband and Society recently released a detailed report on the FCC's transition initiative to transition the Emergency Broadband Benefit Program into the Affordable Connectivity Program. The Institute's brief summary follows. The full report can be found here: [https://www.benton.org/blog/fcc-begins-transition-emergency-broadband-benefit-program-affordable-connectivity-program?utm\\_source=sendgrid&utm\\_medium=email&utm\\_campaign=Newsletters](https://www.benton.org/blog/fcc-begins-transition-emergency-broadband-benefit-program-affordable-connectivity-program?utm_source=sendgrid&utm_medium=email&utm_campaign=Newsletters)

On November 18, 2021, the FCC's Wireline Competition Bureau released a public notice seeking public comment on how to modify and extend the Emergency Broadband Benefit Program to a longer-term broadband affordability program: the Affordable Connectivity Program. In the recently signed Infrastructure Investment and Jobs Act, Congress directed the FCC to make a number of changes to the Emergency Broadband Benefit Program by December 31, 2021. (A number of changes will also occur in early 2022). Therefore, the public has little time to weigh in on these changes: initial comments are due Wednesday, December 8, and reply comments are due Tuesday, December 28.

The Affordable Connectivity Program will retain the basic structure of the Emergency Broadband Benefit Program, with some changes. The Infrastructure Investment and Jobs Act both removes and adds certain qualifying eligibility programs and changes the benefit level—from \$50/month in the current Emergency Broadband Benefit Program to \$30/month in the longer-term Affordable Connectivity Program. For the over 7 million Emergency Broadband Benefit Program participants, all of whom are new to the program which launched just last May, Congress has created a 60-day transition period beginning on December 31. During the transition, anyone who was eligible for and signed up for the Emergency Broadband Benefit Program remains eligible and will continue to receive a subsidy of up to \$50/month until March 2022.

Information about the Benton Institute is available at <https://www.benton.org/>.

**Improving Competitive Broadband Access to Multiple Tenant Environments (GN Docket No. 17-142)**

NATOA filed Reply Comments on November 19, 2021 in response to the Wireline Competition Bureau's Public Notice to update the record on issues raised in the 2019 *Improving Competitive Broadband Access to Multiple Tenant Environments Notice of Proposed Rulemaking*. The Notice seeks comment on, among other things, (1) revenue sharing agreements; (2) exclusive wiring arrangements, including sale-and-leaseback arrangements; and (3) exclusive marketing arrangements between broadband providers and building owners. The Notice also seeks to refresh the record on the effects of state and local mandatory access laws on competition, choice, and price in multiple tenant environments. The comment period is closed but *ex parte* communications are still permitted.

**Petitions for Declaratory Ruling on Section 253 (WC Docket No. 21-323; WC Docket No. 21-217)**

The Chief of the Wireline Competition Bureau released an Order on November 19, 2021 granting Bluebird Network's motion to withdraw its Section 253(d) Petition for preemption and declaratory ruling challenging the City of Columbia, Missouri's per foot ROW fee. The Petition was filed in May of this year. A subsequent change in Missouri law prohibited the fee and made the issue moot. Local governments and their associations have been concerned that if the petition proceeding went forward, an FCC decision undermining municipal authority to impose such fees could result. Bluebird's withdrawal precludes such a result, though the motion was granted without prejudice to refile, so the issue could resurface should circumstances change. NATOA was instrumental in securing this favorable outcome. Also, the comment cycle in the Mediacom Petition alleging violations of Section 253(a) by the City of West Des Moines, Iowa, also filed in May, is suspended as the parties work to resolve the dispute.

## **FCC Open Meeting**

The FCC will hold its next Open Meeting on December 14, 2021, at 10:30 am Eastern. The draft agenda is available [here](#). Items include: Improving Accessibility and Clarity of Emergency Alerts; Facilitating Satellite Broadband Competition; Promoting Fair and Open Competitive Bidding in the E-Rate Program.

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NORTH METRO TV

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TO: CABLE COMMISSION  
FROM: HEIDI ARNSON  
SUBJECT: BUDGET ADJUSTMENT  
DATE: 12/09/2021

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Due to COVID related building updates, an exciting and unexpected sink-hole near a corner of the parking lot, and the well timed failure of most of the parking lot lights, we have overspent the building maintenance line-item of the 2021 NMTV budget by approximately \$40,000. As there will be some building maintenance expenses in November and December, that number could be closer to \$45,000 - \$50,000.

While we have under spent quite a few line items, I won't know until the end of the budget year whether we have enough to cover the added expenses.

After discussion, the Executive Committee voted to recommend the adjustment. The Operations Committee felt that it may not be necessary to do so, but voted in favor of it also.

**RECOMMENDED MOTION: To adjust the 2021 budget to reflect actual building maintenance expenses.**

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NORTH METRO TV

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TO: OPERATIONS COMMITTEE /CABLE COMMISSION  
FROM: HEIDI ARNSON  
SUBJECT: COMMISSION MEETING SCHEDULE  
DATE: 12/02/2021

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The Commission is considering changing their meeting schedule from monthly to a quarterly basis.

During discussion at the Executive Committee meeting, it was noted that meetings are frequently canceled because of a lack of action items. The group determined that moving to a quarterly schedule made sense, and that additional meetings could be added to the schedule if warranted.

It was felt that keeping the Operations Committee meetings on a monthly schedule was important.

Adjusting the Commission meeting schedule will require a by-law change.

**RECOMMENDED MOTION: To approve changing the Commission meeting schedule from monthly to a quarterly basis.**

**NORTH METRO TELECOMMUNICATIONS COMMISSION  
AND OPERATIONS COMMITTEE  
2022 SCHEDULE OF MEETING DATES**

**OPERATIONS COMMITTEE MEETINGS**

Operations Committee meetings will be held the Tuesday, before the first Wednesday of each month, at the North Metro Community Television facility, at 12520 Polk St. NE, Blaine, MN 55434, beginning at 10:30 a.m.

January 4<sup>th</sup>  
February 1<sup>st</sup>  
March 1<sup>st</sup>  
April 5<sup>th</sup>  
May 3<sup>rd</sup>  
May 31<sup>st</sup>

July 5<sup>th</sup>  
August 2<sup>nd</sup>  
September 6<sup>th</sup>  
October 4<sup>th</sup>  
November 1<sup>st</sup>  
December 6<sup>th</sup>

**EXECUTIVE COMMITTEE MEETINGS**

Executive Committee meetings will be held the first Wednesday of each month at the North Metro Community Television facility, at 12520 Polk St. NE, Blaine, MN 55434, beginning at 6:00 P.M.

March 2<sup>nd</sup>  
June 1<sup>st</sup>

September 7<sup>th</sup>  
December 7<sup>th</sup>

**FULL COMMISSION MEETINGS**

Full Commission meetings will be held the third Wednesday of every month at Spring Lake Park City Hall, 1301 81<sup>st</sup> Ave. NE, Spring Lake Park, MN 55432, beginning at 6:00 PM.

March 16<sup>th</sup>  
June 15<sup>th</sup>

September 21<sup>st</sup>  
December 21<sup>st</sup>



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NORTH METRO TV

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TO: CABLE COMMISSION  
FROM: HEIDI ARNISON  
SUBJECT: COMMISSION BY-LAWS UPDATE  
DATE: 12/09/2021

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As you may recall, the Commission Joint Powers Agreement was updated last year. While perusing the Commission By-Laws earlier this month, I noticed that several line items are out of date, primarily due to the JPA updates.

I have made several changes to the By-Laws to match the JPA. Updates include a definition, quorum and voting rules, meeting schedule, and adjustments to the Order of Business for Commission meetings.

The recommended updates have been reviewed and approved by Legal Counsel. Updates can be approved by the Commission without additional City Council approval.

**RECOMMENDED MOTION: To approve updates to the Commission By-Laws, as presented.**

**BY-LAWS  
OF THE  
NORTH METRO  
TELECOMMUNICATIONS COMMISSION**

**ARTICLE I.  
MEMBERSHIP**

**Section 1.** The Members of this Commission are the cities listed below:

Blaine  
Centerville  
Circle Pines

Ham Lake  
Lexington

Lino Lakes  
Spring Lake Park

**Section 2.** Additional Members of the Commission may be added pursuant to the terms of a "Joint and Cooperative Agreement For The Administration of A Cable Communications System," creating this Commission, to which the Members are party.

**ARTICLE II.  
DEFINITIONS**

**Section 1.** For the purpose of these bylaws, the terms defined in this article have the meanings given them.

**Section 2.** "Agreement" means the Joint and Cooperative Agreement For The Administration of A Cable Communications System, creating this Commission.

**Section 3.** "Member" means a municipality which enters into the Agreement

**Section 4.** "Council" means the governing body of a Member.

**Section 5.** "Commission" means the Board of Directors created pursuant to the Agreement.

**Section 6.** "Executive Director" means a staff person that may be hired by the Commission for the purpose of providing administrative support to the Commission and day to day management of the Community Media Center.

**Section 7.** "Operations Committee" means a committee, made up of the administrators from each Member City , and the Executive Director as an Ex-Officio member, that meets for the purpose of providing day to day

oversight and coordination of the Community Media Center operation, supervision and support of the Executive Director, and advice and counsel to the Commission.

**Section 8.**

"Community Media Center" means the ~~public access center formerly run by the cable company~~ North Metro TV studio and any other media center and facilities operated by the Commission along with all related equipment and staff.

**Section 9.**

All definitions included in Article IV of the Agreement are incorporated herein.

**ARTICLE III.**  
**DIRECTORS: VOTING**

**Section 1.**

The governing body of the Commission is its Board. Each Member is entitled to one director. Each director is entitled to at least one vote, as determined in accordance with the provisions of the Agreement.

**Section 2.**

As provided in the Agreement, each director, who shall be a council member from the Member City, and at least one alternate director shall be appointed by resolution of the Council of each Member.

**Section 3.**

Directors and alternate directors shall serve without compensation from the Commission, ~~provided, however, directors shall be reimbursed \$45.00 per Commission or Committee meeting, which they attend, for the purpose of defraying expenses associated with said meetings.~~

**Section 4.**

A vacancy in the office of director shall be filled by appointment for the unexpired portion of the term of director by the Council of the Member whose position on the Commission is vacant.

**Section 5.**

An alternate director from a Member may serve in lieu of a director representing such Member at any meeting of the Board ~~if such director is not present at such meeting.~~ If a director is also an officer of the Commission, however, the alternate to such director shall not be entitled to serve as such officer in the absence of the officer.

**Section 6.**

There shall be no voting by proxy, but all votes must be cast by the director, or the duly authorized alternate, at a Commission meeting.

**Section 7.**

The presence of ~~four directors representing a majority of the total authorized votes of all~~ either (1) a majority of the appointed directors representing a majority of the total authorized votes of all directors, or (2)

three-fourths (3/4) of the appointed directors shall constitute a quorum, but a smaller number may adjourn from time to time.

**Section 8.** A director shall not be eligible to vote on behalf of the director's municipality during the time said municipality is in default on any contribution or payment to the Commission. During the existence of such default, the vote or votes of such Member shall not be counted for the purposes of these bylaws or the Agreement.

**Section 9.** All official actions of the Commission must receive ~~a simple majority (51%) of all authorized votes cast on the issue at a duly constituted meeting of the Commission and the affirmative vote of four directors, or the affirmative vote of six directors.~~ either:  
(1) A simple majority (51%) of all authorized votes cast on the issue at a duly constituted meeting of the Commission and the affirmative vote of a majority of the appointed directors; or  
(2) (2) the affirmative vote of three-fourths (3/4) of the appointed directors

**Section 10.** Failure of a Member to be represented at two consecutive meetings shall be reported to the Member's Council.

#### ARTICLE V. FINANCIAL MATTERS

**Section 1.** ~~Commission and Media Center~~ funds shall be expended by the Members in accordance with the procedures established by law for the expending of funds for Minnesota statutory cities. Legal instruments shall be executed with the authority of the Commission, by the Chair and the Treasurer.

**Section 2.** The financial contributions of the Members in support of the Commission shall be proportioned in accordance with the terms of the Agreement.

**Section 3.** Any Member may be permitted to inspect and copy the Commission books and records at any and all reasonable times.

**Section 4.** The fiscal year of the Commission shall be the calendar year.

**Section 5.** All budgets of the Commission ~~and Media Center~~ shall be formulated, submitted, approved and adopted in accordance with the terms of the Agreement.

**Section 6.** All books and records shall be kept in accordance with normal and accepted accounting procedures and principles used by Minnesota Statutory Cities.

#### ARTICLE VI.

## **OFFICERS**

- Section 1.** The officers of the Commission shall be the Chair, Vice-Chair, Secretary, and Treasurer, each of whom shall serve for a one-year term, or until replaced by action of the Commission. Officers completing one full year term shall only succeed themselves once in another full one year term in the same office. The four officers shall all be members of the Executive Committee.
- Section 2.** The Chair shall be the chief presiding officer of the Commission. The Chair shall preside at all meetings of the Commission and the Executive Committee. The Chair shall have primary responsibility for seeing that all orders and resolutions of the Commission are carried into effect. The Chair shall be an ex-officio member of all standing committees and shall have the general powers and duties of supervision and management usually vested in the office of president of a corporation.
- Section 3.** The Vice-Chair shall, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair and shall perform such duties as the Commission shall prescribe.
- Section 4.** The Secretary shall attend all sessions of the Commission and Executive Committee and shall cause to be recorded all votes and the minutes of all proceedings in a minute book kept for that purpose. Such written record shall routinely be filed with the Members. The Secretary shall cause to be given notice of all meetings of the Board and of Committees, and shall perform such other duties as may be prescribed by the Board.
- Section 5.** The Treasurer shall have responsibility for custody of all funds of the Commission. The Treasurer shall cause to be kept all financial records of the Commission and for such other matters as shall be delegated by the Commission. The Treasurer shall cause to be rendered to the Board, at regular meetings of the Board, or whenever the Board may require it, an account of all the transactions of the Commission and an account of the financial condition of the Commission.
- Section 6.** The officers of the Commission shall give bond if required by the Commission, at Commission expense, with corporate sureties satisfactory to the Commission, for the faithful performance of their duties and for the restoration to the Commission, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind in their possession or under their control belonging to the Commission.

- Section 7.** The Commission may appoint such other officers as it deems necessary. All such officers shall be appointed from the membership of the Commission.

## ARTICLE VII. COMMISSION MEETINGS

**Section 1.**

Regular meetings of the Commission shall be held ~~monthly~~ quarterly on the third Wednesday of ~~each month~~ March, June, September and December at 6:00 p.m. at a location designated by the Commission.

- Section 2.** Copies of the unapproved minutes of any meeting of the Board shall be distributed to each person to whom notice of the meeting is required to be sent under the provisions of these by-laws.

- Section 3.** Special meetings of the Commission may be called by the Chair, Executive Committee, or any three directors. The purpose of any special meeting shall be stated in the notice of the meeting, and business transacted at any special meeting shall be confined to the purposes stated in such notice.

- Section 4.** Written notice of regular meetings shall be mailed at least ten days prior to each meeting and written notice of special meetings shall be mailed at least three days prior to each such meeting.

- Section 5.** Notices of all meetings shall specify the time and place of such meetings. The time and place of all meetings called by the Chair shall be determined by the Chair. The time and place of special meetings called by others shall be determined by the persons calling the meetings.

- Section 6.** Written notice of all meetings of the Commission shall be sent to all directors, alternate directors and clerks of all Members as the same may appear on the records of the Secretary.

- Section 7.** Unless otherwise specified in the Agreement or in these by-laws, all meetings of the Board and all meetings of other committees of the Commission shall be conducted in accordance with Robert's Rules of Order Revised.

**Section 8.**

The Chair may from time to time determine the order of business for Board meetings. The usual order of business at such meetings shall be as follows:

- A. Call to Order/Roll Call
- ~~B. Consent Agenda~~ Public Comments
- C. ~~Citizens to be Heard~~ Changes to the Agenda
- ~~D. Media Center Report~~ Consent Agenda

- E. ~~Report of the Executive Committee~~ Executive Director Report
- F. ~~Report of the Operations Committee~~ Legal Counsel Report
- G. ~~Report of Legal Counsel~~ Old Business
- H. ~~Report of Comcast~~ New Business
- I. ~~New Business~~ Recommended Reading
- J. ~~Report of Directors~~ Community Calendar
- K. ~~Communications~~ Adjournment
- L. ~~Adjournment~~

## ARTICLE VIII. COMMITTEES

- Section 1.** The Commission may appoint such committees in addition to those required by these by-laws and the Agreement, as the Commission shall, from time to time, deem necessary. Such committees shall be selected in the manner determined by the Commission.

## ARTICLE IX. AMENDMENTS TO BY-LAWS

- Section 1.** These by-laws may be amended at any regular or special meeting of the Commission provided that a ten day prior notice of the proposed amendment has been furnished to each person to whom notice of Board meetings must be sent pursuant to these by-laws. An amendment may be proposed in writing, filed with the Chair by a Member, by a director, or by the Commission on its own motion.

- Section 2.** A simple majority (51%) of all authorized votes cast at a duly constituted meeting of the Commission and the affirmative vote of ~~four directors, or the affirmative vote of six directors~~ a majority of the appointed directors, or the affirmative vote of three-fourths (3/4) of the appointed directors shall be necessary to adopt any proposed amendment to these by-laws.

- Section 3.** In any instance where these by-laws are in conflict with the Joint and Cooperative Agreement for the Administration of a Cable Communications System, such Agreement shall control.

- Section 4.** These by-laws are effective upon their adoption by the Board.

Amended: 11/25/85, 3/23/87, 7/10/90, 2/5/92, 5/19/93, 12/31/98, 11/17/21

**Subject:** [Members] Senators Markey, Baldwin and Reps. Eshoo, DeFazio Reintroduce Legislation to Protect Community Television

**From:** Mike Wassenaar <mwassenaar@allcommunitymedia.org>

**Date:** 12/9/2021, 11:28 AM

**To:** "members@lists.natoa.org" <members@lists.natoa.org>, "policy@lists.natoa.org" <policy@lists.natoa.org>

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## Senators Markey, Baldwin and Reps. Eshoo, DeFazio Reintroduce Legislation to Protect Community Television

Washington (December 9, 2021) -- Senators Edward J. Markey (D-Mass.) and Tammy Baldwin (D-Wisc.), members of the Senate Commerce, Science and Transportation Committee, and Representative Anna G. Eshoo (CA-18), senior member of the House Energy and Commerce Committee, and Representative Peter DeFazio (OR-04), chair of the House Committee on Transportation & Infrastructure, today reintroduced the *Protecting Community Television Act*, legislation to ensure that community television operations continue to receive the resources they need to educate and inform viewers in the cities and towns where they operate.

Currently, local governments are permitted to require, as part of cable franchise agreements, that cable companies meet demonstrated community needs by providing in-kind contributions that benefit schools, public safety buildings, and public, educational, and government (PEG) channels, also known as community television stations. However, in August, 2019, the FCC voted to permit cable companies to assign a value to these contributions and then subtract that amount from the franchise fees the cable operator pays the local community. As a result, local governments have to decide between supporting PEG stations in cable franchise agreements and supporting other important services for critical community institutions like schools and libraries.

"Throughout the ongoing pandemic, viewers in Massachusetts and across the country have relied on community media to stay safe, healthy, and informed," said **Senator Markey**. "I'm proud to re-introduce the *Protecting Community Television Act* because, in this era of increased media consolidation and globalization, it is critical that we preserve the PEG operations that lift up local voices and air the programming that is most relevant to the lives of our family members and neighbors. I thank Congresswoman Eshoo, Senator Baldwin, Congressman DeFazio, and all of our cosponsors for their partnership on this important legislation."

"Community television is a critical part of our society, giving a voice to nonprofits, artists, local governments, and other community members who otherwise struggle to be heard," said **Representative Eshoo**. "The Trump FCC's actions on cable franchise fees have hurt public, educational, and governmental television, and this harms communities. I'm proud to introduce legislation with Senators Markey and Baldwin, and Congressman DeFazio that reverse these harmful agency actions and protect community television by ensuring local voices have the platform they deserve."

"As local news sources suffer from budget cuts and are gutted by hedge funds, it is more important than ever to protect community media that provides trusted, localized news," said **Senator Baldwin**. "I am proud to support the *Protecting Community Television Act* to invest in high-quality community broadcasting and ensure folks in Wisconsin and across the country can access the relevant and timely news they rely on."

"Small communities depend on reliable community media to stay connected, informed, and engaged in the world around them – especially as local communities struggle to be heard in an increasingly globalized world," said **Rep. DeFazio**. "However, the Trump-era FCC's ruling in 2019 undermined the ability of local governments to provide this critical service. When the choice is between preserving a public good or padding corporate profits, we must choose the public good. This legislation would nullify the FCC's misguided ruling and ensure we make that choice."

A copy of the legislation can be found [HERE](#).

The *Protecting Community Television Act* clarifies that the franchise fees that cable companies provide local governments only include monetary assessments, not in-kind contributions.

Senators Chuck Schumer (D-N.Y.), Mazie Hirono (D-Hawaii), Richard Blumenthal (D-Conn.), Amy Klobuchar (D-Minn.), Jeff Merkley (D-Ore.), Kirsten Gillibrand (D-N.Y.), Chris Van Hollen (D-Md), Bernie Sanders (I-Vt.), Chris Murphy (D-Conn.), Ron Wyden (D-Ore.), Diane Feinstein (D-Calif.), Elizabeth Warren (D-Mass.), and Ben Cardin (D-Md.) have also co-sponsored this legislation.

Endorsers of the legislation include National Association of Counties, National League of Cities, Alliance for Community Media, and MassAccess.



"In a time when local news and information sources for Americans are dwindling, it's important that Congress ensure that community television channels are protected and not diminished. This act will ensure that communities are not punished monetarily when they choose to exercise their rights under the Communications Act to create local cable channels and will help the 1700 local organizations that operate PEG access channels in all 50 states," said **Mike Wassenaar, President and CEO of The Alliance for Community Media.**

"Senator Markey continues to be a leader in advocacy for community media in Massachusetts and across the nation. In a time where media centers face increased demand for services and simultaneous decreasing funding, the *Protecting Community Television Act* is more important than ever," said **David Gauthier, President of Massachusetts Community Media, Inc.** "MassAccess whole heartedly supports this legislation and thanks Senator Markey and Representative Eshoo for their leadership and passion. Community media in the United States sits at a crossroads. While digital entertainment technology has growing at great speed, legislation governing its sale has been slow to evolve. Worse, rulings by the FCC and other government bodies have caused decreased funding and local control. The *Protecting Community Television Act* goes a long way to correcting what we feel are unfair policies and ensures that access to local media and government transparency exist well into the future."

"Despite dwindling resources and a lack of sustainable funding, organizations like Midpen Media have made an immeasurable impact on the communities we serve," said **Keri Stokstad, Executive Director and CEO of Midpen Media Center.** "Providing access to media training and tools, coverage of local government meetings and community events, and facilitating engaging conversations for the issues affecting our everyday existence has been an integral part of Midpen Media's core mission. Now is the time for stronger provisions to support these efforts. Midpen Media Center, based in Palo Alto, California, is grateful for the support shown by our Rep. Anna G. Eshoo (CA-18) and Senator Edward J. Markey (D-Mass.) for reintroducing the *Protecting Community Television Act.*"

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# **GOP resistance to Biden FCC nominee could endanger board's Democratic majority**

By Rebecca Klar - 12/01/21 05:24 PM EST 195

Republicans pushed back on President Biden's nominee to join the Federal Communications Commission (FCC), Gigi Sohn, at a Senate Commerce Committee hearing Wednesday over past comments she's made regarding conservative media — resistance that could put her nomination in danger.

“All who know her would agree she is knowledgeable and a determined advocate,” ranking member Roger Wicker (R-Miss.) said in his opening statement about Sohn. “I am concerned about her record of expressing hyper-partisan views on many critical matters that have come before the commission and which may come before the commission again in the future.”

In the past, Biden's nominees to other critical roles overseeing aspects of the tech industry, including Federal Trade Commission (FTC) Chairwoman Lina Khan and Justice Department antitrust division head Jonathan Katner, have been confirmed without significant backlash from the GOP.

The Senate Commerce Committee advanced acting FCC Chairwoman Jessica Rosenworcel's nomination by a voice vote with just a handful of Republicans recording themselves as a “no” toward her nomination. The committee also voted 14-14 Wednesday to advance Biden's nominee to fill an open FTC seat, Alvaro Bedoya, to a full Senate vote.

The GOP resistance to Sohn could throw a wrench into her nomination and Democrats' ability to secure a majority on the board. It would also hinder Rosenworcel's ability to get Democrats' agenda through, including reviving Obama-era net neutrality laws.

The FCC is split 2-2 along party lines until the vacant seat is filled.

Senate Democrats could overcome all Republicans voting against Sohn, but could not afford any defections to approve her nomination.

Sohn has a history of advocating for open and affordable communications networks. She is a distinguished fellow at the Georgetown Law Institute for Technology Law & Policy and a Benton Senior Fellow and Public Advocate. Between 2003 and 2016, Sohn served as a counselor to former FCC Chairman Tom Wheeler.

If confirmed, she would also be the first openly LGBTQ commissioner in the history of the agency.

“I’ve been asked why after a long career I would want a seat on the FCC. My answer is simple — if confirmed I would be serving on the commission at a critical time for our country. Thanks to the work of Congress over the past year, there are ample resources and bipartisan support to make enormous progress in closing the digital divide in both rural and urban areas,” Sohn said.

“It would be the honor of a lifetime to help the FCC and Congress attain that goal,” she added.

Republicans on the panel, however, pressed Sohn over comments she made during her years in public advocacy.

Sen. Dan Sullivan (R-Alaska) asked Sohn about comments she made in the past about Fox News, including a tweet from last year where she called Fox News “state-sponsored propaganda.”

“For all my concerns about #Facebook, I believe that Fox News has had the most negative impact on our democracy. It’s state-sponsored propaganda, with few if any opposing viewpoints. Where’s the hearing about that?” she tweeted at the time.

“This goes directly to the power you’re going to have, this is not some kind of random tweet,” Sullivan said. “You are clearly indicating your bias against more conservative news sources, and yet you are now up for confirmation at one of the most powerful positions in America on free speech? I think that disqualifies you completely,” he added.

Sohn responded that the comments she tweeted were made in the context of a hearing that took place about Section 230 of the Communications Decency Act, a controversial provision which provides a liability shield for tech companies over content posted on their sites by third parties.

Republicans at the time claimed that social media companies censor with an anticonservative bias.

“As a public interest advocate, as part of my job, those were my words, those were my opinions, but they would have no bearing on how I would act if I was confirmed as an FCC commissioner,” Sohn said.

Sohn told the panel she is working with the Office of Government Ethics, adding that if there are concerns about bias, she will consult with the agency to see if she needs to recuse herself from any matters should she be confirmed as commissioner.

The opposition from the GOP comes after Republican lawmakers indicated in recent weeks that they were unhappy with Sohn’s nomination.

Outside of the Senate, Sohn’s support — or lack thereof — has been a mixed bag from both parties.

Republicans have criticized her past comments about Fox News, but conservative networks like Newsmax and One America News Network have thrown their support behind the Biden nominee.

“Freedom of speech is the lifeblood of our American experience and has always been at the core of my work. I am proud that some of the most conservative television networks are supporting my confirmation, because I worked with them for years to get access to cable subscribers after operators refused to carry them. I have also worked with communities of color and the LGBTQ-plus community to ensure access to their voices on different platforms without interference. I’ve always believed that democracy works best when voices of all kinds can speak and be heard,” Sohn said during the hearing.

Meanwhile, the League of United Latin American Citizens (LULAC) sent a letter to top Commerce Committee senators urging them to oppose Sohn’s nomination over her past actions the group said supported large technology companies in ways that harmed hundreds of small, independent, Latino-owned media companies.

For their part, Democrats on the panel lauded Sohn’s career and expertise in the area to fill the role on the commission.

“She has a decade long of experience as advocating on important telecommunications policies,” committee Chairwoman Maria Cantwell (D-Wash.) said.

# Streaming TV Only 26% of Market But Growing Fast

Matt Milano

Streaming TV may be constantly in the news, with a new service seemingly cropping up every week, but it still comprises a minority of the market.

Netflix, HBO Max, YouTube, Hulu and others are growing in popularity, but they still don't match more traditional TV options. According to CNN, the latest Nielsen data shows the streaming market accounts for a mere 26% of the American TV market.

In contrast, traditional broadcast TV accounts for 25% of the market, while cable TV still accounts for 39%. An additional 9% is covered by "other," including VOD and DVD players.

Another significant difference between traditional and streaming TV is the engagement of the viewers. According to Nielsen's data, streaming subscribers tend to be active viewers, intentionally seeking out and watching specific programs. In contrast, broadcast viewers are often more passive, leaving the TV on in the background or casually channel surfing.

No one knows how long it will take for streaming TV to overtake traditional options, but the degree of subscriber engagement is a promising sign for the future of the market.